

## COLOR ELEVATIONS CHECKLIST

Color Building Elevation Plans shall be prepared by a person knowledgeable in architectural building design (e.g., licensed architect) and shall contain the following minimum information:

- a. Title block (located in the lower right-hand corner) containing the proposed project name, location or address of the property, and preparation date.
- b. Scale (appropriate for level of detail).
- c. North arrow/ symbol and a small map showing where the property is located.
- d. Legend, if abbreviations or symbols are used.
- e. Name, address and phone number of the person(s) responsible for the preparation of the façade plan.
- f. Elevations of all four sides labeled North, East, South, and West with the front elevation designated as such.
- g. Building outline.
- h. Building dimensions (if multiple heights are used, provide dimension for each).
- i. Designate color and materials location on elevations.
- j. Materials calculations table showing for each elevation.
  - a. Total surface area of each elevation
  - b. List of materials (including glazing) with square footage of each material per elevation and percentage of each material per elevation
- k. Provide estimated allowable wall mounted signage size for each elevation (show as a dashed box on the elevation).
- l. Add the following notes:
  - a. "This Elevation Plan is for conceptual purposes only. All building plans require review and approval of the Building Official"
  - b. "All mechanical units shall be screened from public view"
  - c. "When permitted, exposed utility boxes and conduits shall be painted to match the building"
  - d. "All signage areas and locations are subject to approval by the Building Official"
  - e. "Roof access shall be provided internally, unless otherwise permitted by the Building Official"
- m. Cross sections of sight lines may be requested to verify screening of mechanical units.
- n. Additional information as requested by staff to clarify the proposed development and compliance with minimum development requirements.

**A color pdf of the materials sample board shall be submitted along with the Elevation Plan.**