



## Elevation Plan Preparation

### Application Checklist

Planning & Community Development  
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The applicant is to use this checklist in the preparation of the elevation plan.

## **ELEVATION PLAN**

**THE PLAN INTENT IS FOR ENTITLEMENT PURPOSES. NOT CONSTRUCTION DRAWINGS.**

- Pre-Submittal Number (Case Number)
- Project title, date, north arrow, project address, existing zoning, proposed zoning (if proposed)
- Name of owner, name of applicant, plan preparer and company name, addresses, and phone numbers
- Vicinity map
- Engineering or Architect scale
- Elevations of all four sides labeled north, east, south and west with the front elevation designated as such
- Building dimensions
- Articulation tabulation and drawing showing calculations, dimensions, and details (include articulations both horizontal and vertical) for each elevation side
- Six (6) required architectural elements labeled and shown in tabular form
- "Ghost" the location of roof mounted equipment (if ground mounted provide a note stating such)
- Location, dimension, sign type (e.g. monument, pylon, attached) material and color scheme of all signs on the site

### **DESIGN REPRESENTATIVE COMPLETE THE FOLLOWING INFORMATION:**

Prepared By: \_\_\_\_\_

Firm: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Contact Phone: \_\_\_\_\_