

HDLC FINAL DOCUMENTS SUBMISSION COVER SHEET

Address:		Master Permit:	
Submitted by:		Date:	
		HDLC Certificate:	

All details shown which have not been marked N/A by HDLC staff should be included in the final drawing set submitted for approval. Should you feel that any of the drawings required are not applicable, leave box unchecked and explain why in the box at the bottom.

Site Plan	Lot Dimensions	Dimensions of setbacks from all property lines
	Paving	Freestanding Lighting
	Fencing	Gate locations and types
Floor Plan	All openings labeled	Schedule of openings (including materials)
	Exterior lighting	Location of HVAC components
	Railing locations	
Roof Plan	Ridge Lines	Location and type of roof ventilation
	Roof pitch	HVAC and mechanical equipment
	Dormers (dimensioned)	Chimneys/Fireplace vents
Elevations	All four elevations	Floor to ceiling height indicated
	Location of downspouts	Header height of doors & windows indicated
	All materials indicated	Size of trims boards (cornerboard, watertable, etc)
	Gutter type	Roof material including brand and color
	Exterior lighting	HVAC components
	Dimensions for dormers	Signage
	Electrical service location and components	All signage must be applied for under a separate sign permit application
Details	Section through soffit/fascia/gutter (soffit material, soffit dimension, gutter type)	
	Section through windows with installation details & munits (one for each siding/window type)	
	Section through exterior doors and transoms including panels & glazing (one for each type)	
	Section through window and door trim, including cornices and lintels	
	Section through all decorative elements such as quoins, dentils, modillions, or brackets & arches	
	Section through shutters	Section through balconies/galleries
	Section through gable window	Section through gable vent
	Section through railings	Section through fencing
	Section through roof parapets/cornices	Section through awnings/canopies
	Section through columns & capitals	Section through porch (floor & ceiling)
	Sections & detailed elevations of dormers	Exterior lighting
	Garage doors	Exterior stairs (plan, section, elevation)
	Signage details including section drawing	Shutter hardware

Explanation of items not included (attach additional sheet if necessary):