

EXHIBIT A  
**Site Review Checklist**  
Elk Springs Architectural Review Committee

Unit Owner Name(s): \_\_\_\_\_  
Telephone No(s): \_\_\_\_\_, E-mail: \_\_\_\_\_  
Filing #: \_\_\_\_\_ Lot #: \_\_\_\_\_ Address of Unit: \_\_\_\_\_

All applicable items listed below have been addressed and required documents included in this submittal. Checklist and all documents to be submitted to the ARC at the office of the Property Manager.

**9.1 SOIL ANALYSIS**

- \_\_\_\_\_ Test pits within the building envelope
- \_\_\_\_\_ Includes specific recommendations for foundation construction
- \_\_\_\_\_ Signed by a certified professional qualified to prepare the document

**9.2 ISDS REPORT (SEPTIC SYSTEM IF APPLICABLE)**

- \_\_\_\_\_ Engineer's report to recommend appropriate system
- \_\_\_\_\_ Percolation test completed
- \_\_\_\_\_ System design and layout included

**9.3 TOPOGRAPHICAL SITE SURVEY**

- \_\_\_\_\_ Drawn in minimum scale 1" = 20'
- \_\_\_\_\_ Lot corners shown
- \_\_\_\_\_ Building Envelope, Setbacks and Easements as shown on final Plat Map
- \_\_\_\_\_ Proposed building footprint, including garage
- \_\_\_\_\_ Reference points in the anticipated building location as staked on site
- \_\_\_\_\_ Existing utility locations and proposed on-site utility runs
- \_\_\_\_\_ Benchmarks
- \_\_\_\_\_ Contour lines with 2' intervals
- \_\_\_\_\_ Driveway location
- \_\_\_\_\_ Existing tree identification
- \_\_\_\_\_ ISDS location (if required)

**9.4 SITE STAKING AND TREE FLAGGING**

- \_\_\_\_\_ Trees to be removed are flagged
- \_\_\_\_\_ Driveway boundary stakes are labeled as such and connected by tape
- \_\_\_\_\_ Proposed utility cuts are staked
- \_\_\_\_\_ Building location stakes in place and connected by tape
- \_\_\_\_\_ ISDS location flagged (if required)

**9.5 SKETCH PLAN**

- \_\_\_\_\_ Floor plans
- \_\_\_\_\_ Exterior elevations
- \_\_\_\_\_ Proposed exterior materials

**Please remove tape within 48 hours after site visit. Flagging and stakes to remain in place.**

UNIT OWNER'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

ARCHITECT'S SIGNATURE (if applicable) \_\_\_\_\_ DATE \_\_\_\_\_

ARC SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
(certifying that all matters have been addressed and documentation provided)

DATE OF SITE VISIT \_\_\_\_\_