



Covenant Commission

PRECONSTRUCTION MEETING CHECKLIST

Date: _____ Parcel #: _____ Lot #: _____

Builder: _____ Superintendent: _____

Contact Name: _____ Cell Phone: _____

Phone: _____ Email: _____

Email: _____ Estimated Start Date: _____

BUILDER IS AWARE OF THE FOLLOWING DOCUMENTS:

- Design & Construction Manual
- Community Documents
- Final Design Review Letter

BEFORE CONSTRUCTION MAY COMMENCE, BUILDER MUST:

Provide the following items to the Covenant Commission:

- Builder Agreement, signed
 - Construction Deposit from the Builder, payable to DC Ranch LLC.
 - \$5,000 404 Wash Deposit, if applicable
 - Recorded NOS (Natural Open Space) declaration form, if applicable
 - Site plan in AutoCAD format on CD or emailed to CCM@DCRanchinc.com
 - Written response to outstanding items from the Final Design Review comments
 - Insurance certificates showing DC Ranch LLC as certificate holder and additional insured
 - General Liability
 - Automobile Liability*
 - Worker's Comp*
- *Written statement required if no company employees and/or vehicles used on this project*

- Enter Subcontractor & Vendor access information at www.dcranch.com/security .
- Fence building envelope and rope off street shoulder

REQUIRED DURING CONSTRUCTION:

- Landscape Preconstruction meeting with Covenant Commission representative
- Color & Materials Inspection
- Final Inspection
