

CONSTRUCTION DOCUMENTS SUBMITTAL REQUIREMENTS

Most design/code compliance issues will be resolved during the Schematic Design and Design Development review stages. However, if further refinement is necessary, the Design Review Committee can provide advice and guidance through follow-up review work sessions. Minutes from these meetings, once accepted, will constitute the records of the design decisions.

The Design Review Committee will use the following criteria when reviewing the Construction Document package:

- Consistency with specific Planning and Design Guidelines specific to this site
- Landscape design consistency, including approved plan list, etc.
- Aesthetic concerns, such as color, texture, style, massing, etc.
- Proposed materials and equipment sustainable, maintainable and appropriate for intended use
- Review proposed mechanical systems for energy consumption
- Review green building strategy
- Trash and waste disposal strategy
- Parking and improvements to roads: functional issues and consistency with Trust standards
- Signage
- Lighting – fixtures and light levels
- Storm water management

CONSTRUCTION DOCUMENTS CHECKLIST

- Submit Construction Documents review drawings:
 - (3) full sets of complete drawings. All plan, section, and elevation drawings shall be drawn to scale (see CAD standards below) and of sufficient clarity to indicate the location, nature, and extent of the work proposed, and shall show in detail conformance with the provisions of all applicable building codes, relevant laws, ordinances, rules, and regulations. All existing and proposed elements shall be clearly labeled.

All drawings for this submission (and Design Development submittal requirements) are to conform with Presidio Trust drawing and CAD standards:

Site Plan (min. 1"=20')	Show all existing and proposed site features. Include associated detail drawings for all plans: <ul style="list-style-type: none"> • Site Survey • Site Protection and Demolition Plan • Layout and Grading • Planting Plan, including plant list • Irrigation Plan
Key Plan(s)	If necessary, to identify area of work.
Architectural Floor Plans (min. 1/8"=1'0")	<ul style="list-style-type: none"> • Basement • All levels of the building, including mezzanine, penthouse, etc. • Roof plan <p>Partial plans may be acceptable if work areas are limited.</p>
All Exterior Elevations (min. 1/8"=1'0")	Indicate any proposed repairs, additions, alterations or treatments at building exterior.
Building Sections (min. 1/8"=1'0")	Show finished floor elevations, relation to grade and significant vertical penetrations.
Structural Foundation and Framing Plans (min. 1/8"=1'0")	Coordinate with architectural floor plans. Indicate all vertical and lateral load carrying systems. Sufficient architectural and structural details and schedules to indicate the scope of work.
Electrical Plans	Coordinate with architectural floor plans.
Mechanical and Plumbing Plans	Coordinate with architectural floor plans.
Floor Plans and details for other engineering disciplines as required by the scope of work	

- If specifications are separate from the drawings, two sets of specifications and one electronic version must be included in Microsoft Word.
- Obtain written approval of Construction Documents phase by the DRC, and proceed to obtain permits from the Presidio Trust Permitting office.
- Upon completion of construction documents which incorporate all decisions and special requirements made during the Construction Documents review phase, the Tenant will complete an Application for a Building Permit. A final set of construction documents, including plans, specifications, schedule and cost estimate will be part of the permit application. Submittals will be reviewed by the Project Manager, the Trust Permitting and Engineering Department, any consultants retained by the Trust, Historic Preservation and Environmental Protection experts and the Presidio fire Department. The permit fee will be calculated when the application is submitted and is due at permit pick-up. Upon resolution of any outstanding issues or details, and payment of the permitting fees, the plans will be approved and a Presidio Trust Building permit will be issued.