

Tab 5 Schematic Plans / Scope of Work

A site plan must be provided that shows the location of the proposed or existing site improvements (i.e. building footprint, parking lot, sidewalks, playground, and utilities) that will remain, including the point of connection to existing water, sanitary sewer, storm sewer, electric and gas (as applicable) services. If the Application is part of a phased development, the site plan must clearly show the location of the phase for which the Application is submitted.

Also include building plans for each floor (including basement), typical unit plans (including accessible unit(s)), front elevation, and typical wall section. For Preservation projects photographs of the existing buildings may be substituted for elevations. If the building has a condominium structure or includes commercial space, floor plans must include the location of each condominium or the commercial space. The building plans and site plans must also clearly identify the following spaces if applicable to the development: accessible units, storage space, community room, management office and common laundry facilities. Accessible units must be identified on the floor plans and site plans in order to qualify for points in the Selection Criteria. For scattered site projects requesting points for development amenities, the schematic plans must be provided for the building(s) which will contain these amenities. Plans should be reduced to a maximum size of 11" X 17".

A Scope of Work Synopsis prepared by the Architect on his/her letterhead must be included describing the work proposed. It shall be limited to a maximum of three pages in length. It must briefly describe the structural system, methods of insulation, interior and exterior finishes, mechanical systems, and any special features of the design and any amenities that cause it to qualify for ranking points that have been certified in the Application.

Items to be included in this tab:

- **Site Plan** – must include property lines, **building setbacks, connection point for all utilities**, acreage and a graphic scale.
- **Building Plans for each floor including basement** - Must include each floor including basement, identify all spaces, list the square footage of each floor and community rooms, and include a graphic scale
- **Units plans** - Must be provided for each bedroom type and all accessible units, must list the net square footage for each unit type, include room dimensions, furnishings and a graphic scale. In Preservation developments proposing revised dwelling unit layouts, existing and proposed floor plans must be provided.
- **Front Elevation** - (Photographs, with any proposed work noted, may be used for preservation developments)
- **Typical wall section** - Must identify construction materials and insulation levels (in rehabs, must distinguish between existing and new construction)
- **Scope of Work Synopsis**

For consideration for points regarding Zoning under the Ability to Proceed Selection Criteria, the Developer must provide evidence that zoning is in place for all sites included in the Application and that all variances/special exceptions have been approved or that no variances/special exceptions are required.