

NARRATIVE RESPONSE SHEET

	PERTINENT INFORMATION AS REQUIRED		PERTINENT INFORMATION AS REQUIRED ANSWERS
1	Fifteen (15) 11x17 drawing sets (in color) labeled Final Submittal, including one (1) original set of 11x17 architectural plans dated, signed and sealed	1	Package of Fifteen (15) 11x17 drawing sets (in color) labeled Final Submittal, including one (1) original set of 11x17 architectural plans have been dated, signed and sealed by register engineer
2	A cd/dvd containing a digital version of the documents and plans submitted. The CD must be in the proper format specified by the Planning Department	2	Cd/dvd containing a digital version of the documents and plans have been submitted in the format as specified by the Planning Department
	ADDRESSING DEFICIENCIES IN ARCHITECTURAL PRESENTATION		ADDRESSING DEFICIENCIES IN ARCHITECTURAL PRESENTATION ANSWERS
a	Missing neighborhood context sheets. Include a map of immediate area and photos corresponding to adjacent neighbors.	a	Provided neighborhood context map with adjacent properties noted; also provided photos of adjacent and nearby properties including their respective views of Palau (A2-A-8)
b	Missing Zoning Legend	b	Zoning Legend has been added to presentation (A-9)
c	Clarify in sheet titles “Existing Elevations” and “Proposed Elevations”	c	Submittal has been updated to include Existing Elevations North &South (A-16; A-17) and Existing Elevations East & West (A-21 ; A-22) ;showing proposed areas of work; and Proposed Elevations South, East & West (A-18)
d	Add “FINAL SUBMITTAL” to front cover title for heightened clarity of reference for next deadline. Also drawings need to be dated	d	Front Cover Sheet as required is titled "FINAL SUBMMITAL" for March,09, 2020; All drawings have been dated with final submittal date 03/09/2020 (A-0)
e	Add narrative response sheet.	e	Narrative response sheet added as per attached (A-35)
	ADDRESSING DEFICIENCIES IN ADMIN REVIEW		ADDRESSING DEFICIENCIES IN ADMIN REVIEW ANSWERS
f	One (1) ORIGINAL application (Proper signed and notarized affidavits and Disclosures must be provided).	f	Original application was uploaded 02-17-2020 (First Submittal) Original to accompany architectural set
g	One (1) original Letter of Intent.	g	Original Letter of Intent was uploaded 02-17-2020 (First Submittal) Original to accompany architectural set
h	One (1) original set of architectural plans signed, sealed and dated.	h	Original architectural set of plans signed, sealed and dated were uploaded 03-06-2020 (Final Submittal)
i	One (1) original signed, sealed and dated Survey.	i	Original survey signed and dated were uploaded 03-06-2020 (Final Submittal)
j	Two (2) sets of Mailing labels must be provided including Letter certifying the labels, radius map, gummed labels, and Labels CD done with the proper Excel format specified by the Planning Department.	j	Original documents were uploaded 02-17-2020 (First Submittal) Original to accompany architectural set delivered on 03-06-2020 (Final Submittal)
k	Any additional information/documents provided (i.e. traffic studies, concurrency, etc., etc.).	k	Not Applicable
l	14 collated sets including copies of all the above: application form, letter of intent, plans, survey and any additional information/documents provided.	l	Copies were delivered 03-06-2020 (Final Submittal)
m	A CD/DVD containing a digital version of the documents and plans submitted. The CD must be in the proper format specified by the Planning Department (Each document must be less than 15MB). C.Ds will be checked at time of drop off -anything larger than	m	CD/DVD were delivered 03-06-2020 (Final Submittal)