



**REGISTERED PROFESSIONAL'S DRAWING CHECKLIST**

<b>INFORMATION REQUIRED ON DRAWINGS</b>	<b>CHECK</b>	<b>REMARKS</b>
1. Full Title of Proposal & signed by owner and Registered Prof.		
2. <b>SITE PLAN 1:200 / 1:500</b> – Scale, Boundary Dimensions, ERF no.'s		
3. North Point, Street Name and Number		
4. All Existing Buildings shown, all <b>*NEW WORK</b> clearly indicated (*red)		
5. Existing and <b>*NEW Drainage</b> shown (* brown)		
6. Building lines as per current approved zoning scheme, Servitudes, Right of ways, V.A. (Vehicle Access) indicated		
7. Show Municipal Services crossing site (Sewer / Water)		
8. Contours shown (Survey Dept – 1 <sup>st</sup> Floor)		
9. Confirm site boundaries (Survey Dept. – 1 <sup>st</sup> Floor)		
10. Overall dimensions and dims from boundaries shown		
11. "No street furniture affected" to be shown where applicable		
12. <b>Municipal Calculations</b> – Erf Area, Existing Area, Proposed Area, Total Area, Total coverage, etc.		
13. <b>FULL FLOOR PLAN 1:50 / 1:100</b> – and wall thicknesses		
14. All Rooms Designated and FULLY Dimensioned		
15. Natural Ventilation & Lighting to all rooms, vent, mech.		
16. <b>*Proposed</b> & Existing Work to be clearly shown(*red)		
17. Garage – Fire Wall, Fire Door annotated		
18. Stairs – Widths, Treads, Risers, Balustrade height		
19. All Plumbing incl. gulley position to be shown		
20. Sections Lines enumerated		
21. <b>SECTIONS 1:50 / 1:100</b> – Foundation sizes, DPC, DPM, etc. shown		
22. Floor construction annotated. (Thickness, sand bed)		
23. Floor to Ceiling height clearly shown & annotated		
24. Roof Construction annotated. (timber – yellow)		
25. <b>ELEVATIONS 1:50 / 1:100</b> – Finishes to be indicated		
26. Natural Ground , Finished floor levels shown		
27. Windows sizes and openable windows indicated		
28. Plumbing and rainwater pipes shown		
29. Drainage Section and levels indicated		
30. Plans required for Boundary Walls over 1.8m high		

**NB – PLANS WILL NOT BE ACCEPTED IF FORM IS INCOMPLETE OR OMITTED FROM SUBMISSION**

**NOTE: Work over 500m<sup>2</sup> is reserved for REGISTERED ARCHITECTS**

Plans submitted for SHOPS, OFFICES, CHURCHES, ETC. To show

- |   |  |  |
|---|--|--|
| A) Zoning, Building Lines, Parking and Loading, Including Method of Calculation |  |  |
| B) Details of Entrance and Exit to Site.  |  |  |
| C) Fire Protection Plan and details   |  |  |
| D) Facilities for Disable person  |  |  |
| E) Refuse Storage Facility  |  |  |

**Checked by REGISTERED PROFESSIONAL:**

**Date:**