

AAC Application Requirements Matrix

Submittal Requirements	Equivalent Replacement/Repair				Remodels		Auxilliary Structures				Demolition & Replacement	Landscaping		
	Painting, & roofing, window replacement or removal	Window -- addition or exterior appearance change	Other		Interior	Exterior	Enclosures & Small Structures, not in Setback Areas	Flag Poles		Sport Courts		Major Revisions	Trees anywhere on Lot	Shrubs & Perennials
			Conforming to Covenants	Not fully conforming to Covenants				Not in Setback Area & less than 30 ft height	In Setback Area and/or greater than 30 ft height					
Application not required; notification requested.	X		X		X			X					X	
Standard Application Forms														
Signed Application		X	X		X	X		X	X	X	X	X		
Specifications -- materials, colors, finishes, etc.		X	X		X	X		X	X	X				
Site Plan Requirements														
Property Lines and Setback Offsets		X	X		X	X		X	X	X	X	X		
Structure Perimeter (walls and eaves)		X	X		X	X			X	X				
Secondary Structures -- walls, fences, walks, driveways, patios, pools & decks					X	X				X	X			
Grading Plan -- Original & Final, Grades & Contours										X	X			
Building Plan Requirements														
Floor Plans			X		X						X			
Foundations -- pile type, locations (if not within structure perimeter), etc.											X			
Cross Section -- showing maximum height & compliance relative to NYC Covenant Datum, City Datum, and Shorelines Datum, if applicable.					X						X			
Daylight Basements - show UBC calculations demonstrating no 3rd story.											X			
Elevations -- Four or more Orthogonal Views											X			
Elevations -- Special Features		X	X		X	X					X			
Window & Doors -- schedules or detail elevations		X			X						X			
Decks -- plans, elevations, cross-sections, railing details.			X		X						X			
Roof Details -- pitch, composition, color, overhang, gutter treatment					X						X			
External HVAC & APU Features -- air inlets, outlets, external modules											X			
Landscaping Plan Requirements														
Shrubs -- location, type											X	X		
Trees -- location, type, expected mature height and spread											X	X	X	
Walls & Fences -- location, height, material											X	X	X	
Surface Paving -- walkways, driveways, parking areas, patios.											X	X		
Auxilliary Structures & Raised Decks -- location relative to setback lines & primary structures, elevations.									X		X	X	X	
Lighting plans -- locations, illuminated zones (area and height)										X	X	X		
Sport Courts& Pools -- location relative to property lines, setbacks and adjacent home, lighting, fencing color & composition, perimeter landscaping, and noise attenuation features.										X				