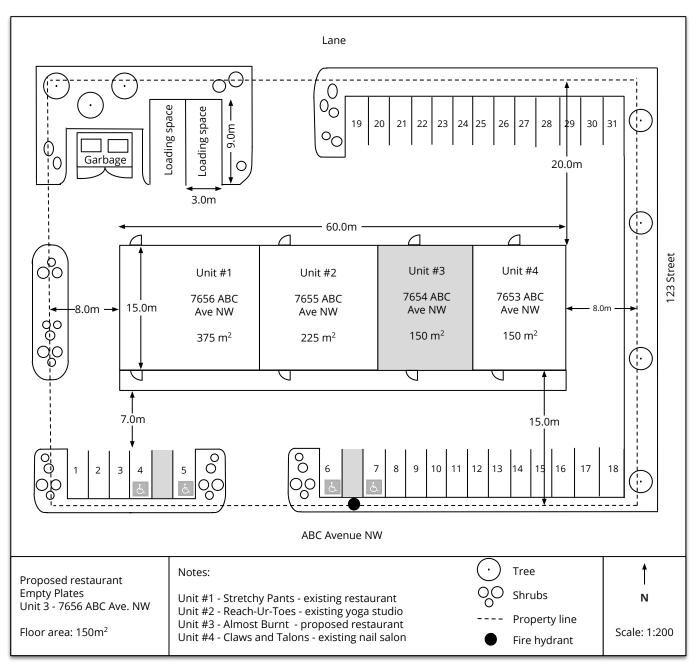
Site Plan Standard - General

Standard applies to both development permit (zoning approval) and building permit applications. Standards apply to business owners working without a contractor. Professionals must adhere to industry drawing standards.



Drawings must contain all items in the checklist. Submitting incomplete drawings will delay application processing.

Drawing Instructions

- Metres or feet/inches are accepted. Please use units consistently.
- Diagrams must be drawn to scale. Minimum scale is 1:500. Tip: Use graph paper to draw to scale.
- Clearly mark proposed changes to the existing site.

Site Plan Checklist

Information bar:

- □ Type of business(es) and business name(s)
- □ Address(es) including suite number
- □ Floor area(s) inside the business(es)
- North arrow and scale indicator

Site details:

- General Streets, avenues and lanes
- □ All property lines
- Distance from building to all property lines
- Building measurements
- Location and dimensions of loading spaces
- □ Location of garbage enclosure
- Location of entrance and exit points
- □ Location and number of parking spots
- □ Identify accessibility parking
- □ Location of nearest fire hydrant

Details for proposed and existing businesses:

- Type of business and business name
- Address including suite number
- Floor area

Checklists identify the minimum information required for application review. More information may be requested during application review.

