

PLAN REQUIREMENTS – DEVELOPMENT APPLICATIONS

(FOR ALL APPLICANTS)

- 1) The applicant must provide three (3) copies of the sketch. If the plans are large, one (1) reduced copy (11" x 17") must also be provided.
- 2) For consent applications, please clearly mark the proposed severed portion and proposed retained portion.
- 3) Site Plan drawings must be legible and may be combined in one plan or submitted as separate Site Plans (i.e. site plan, site grading & site servicing plan, landscape plan).
- 4) Please ensure that your application drawing includes the following (additional drawing requirements for Site Plan Control are listed on the following page):

GENERAL INFORMATION:

- North Arrow
- Scale to which drawing is drawn
- Legal & Municipal description of property (i.e. Lot #, Plan #, Address)
- Applicant's name
- Agent's name, address
- Type of application
- Date drawing was produced/revised

EXISTING CONDITIONS:

- Dimensions of property
- Location of all existing structures – distance from all lot lines
- Dimensions & ground floor area of all existing structures
- Existing use of all structures
- Existing garbage & storage areas
- Layout & dimensions of existing parking
- Layout & dimensions of existing loading areas
- Significant natural features (streams, shorelines, etc.)
- Existing landscaped areas (grass, fencing, etc.)
- Location & Dimensions of easements & right-of-ways
- Roads abutting subject property

GRADING & DRAINAGE CONDITIONS:

- Existing & finished spot elevations at:
 - Ground floor level of building
 - Building corners
 - Lot corners
 - One (1) meter beyond lot corners on abutting properties
 - Spot elevations throughout parking areas
- Arrows indicating general direction of surface water drainage
- Indication of roof water management
- Drainage water outlet detail
- Curb location & type

PROPOSED CONDITIONS:

- Location of all proposed structures – distance from all lot lines
- Dimensions & ground floor area of all proposed structures & future expansions
- Proposed use of all proposed structures & future expansions
- Proposed garbage and storage areas
- Layout & dimensions of proposed parking
- Layout & dimensions of proposed loading areas
- Proposed landscaped areas (grass, fencing, etc.)

ABUTTING PROPERTIES:

- Location of structures from lot lines on abutting properties
- Natural & landscaped features on abutting properties
- Parking facilities on abutting properties

LANDSCAPING:

- Existing vegetation to be retained; type of vegetation
- Proposed landscaping – plant type & size
- Sodding, seeding, etc.
- Location, type, size & height of signage

SITE SERVICES INFORMATION:

- Location & size of existing services (water, sewer, storm sewer, gas, hydro)
- Proposed services, connections & standards being constructed
- Location, type & intensity specifications of exterior lighting

ARCHITECTURAL ELEVATIONS:

- Front, rear & both side elevations
- Indication of façade materials, proposed colour & roof material