

### Major Site Plan Requirements

The site plan must be drawn to scale with all dimensions clearly labeled and submitted in paper format or electronically in PDF format showing:

	Applicant	Staff
1. Title and date (latest revision)	<input type="checkbox"/>	<input type="checkbox"/>
2. North arrow (oriented to top of page)	<input type="checkbox"/>	<input type="checkbox"/>
3. Location (civic address and legal description)	<input type="checkbox"/>	<input type="checkbox"/>
4. Drawing scale (metric) 1:50, 1:100, 1:200, 1:500, 1:1000	<input type="checkbox"/>	<input type="checkbox"/>
5. Legend for all symbols, hatching and shading	<input type="checkbox"/>	<input type="checkbox"/>
6. Property lines and all adjacent public rights-of-way	<input type="checkbox"/>	<input type="checkbox"/>
7. Existing & proposed structures	<input type="checkbox"/>	<input type="checkbox"/>
8. Setbacks (distances) to all property lines from all existing and proposed structures, and between existing and proposed structures	<input type="checkbox"/>	<input type="checkbox"/>
9. Lighting (light standards and lights on buildings)	<input type="checkbox"/>	<input type="checkbox"/>
10. Waste disposal enclosures	<input type="checkbox"/>	<input type="checkbox"/>
11. Fencing or screening features	<input type="checkbox"/>	<input type="checkbox"/>
12. All easements (utility, overland drainage, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
13. Area of site (m <sup>2</sup> )	<input type="checkbox"/>	<input type="checkbox"/>
14. Gross (total) floor area of building(s) (m <sup>2</sup> )	<input type="checkbox"/>	<input type="checkbox"/>
15. Total building(s) coverage (%)	<input type="checkbox"/>	<input type="checkbox"/>
16. Surface treatment(s) of all areas and site drainage/ water storage (if required)	<input type="checkbox"/>	<input type="checkbox"/>
17. Location of downspouts	<input type="checkbox"/>	<input type="checkbox"/>
18. Location and size of water/ wastewater services	<input type="checkbox"/>	<input type="checkbox"/>
19. Location of water shut off valve	<input type="checkbox"/>	<input type="checkbox"/>
20. Existing/proposed roadways, driveways, laneways, aisles (including curbing and/or wheel stops)	<input type="checkbox"/>	<input type="checkbox"/>
21. Pathways and sidewalks	<input type="checkbox"/>	<input type="checkbox"/>
22. Amenity areas (gardens, playgrounds, special activity areas)	<input type="checkbox"/>	<input type="checkbox"/>
23. Parking spaces and number of spaces provided	<input type="checkbox"/>	<input type="checkbox"/>
24. Bicycle racks and number of bikes accommodated (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>
25. Fire hydrants and/or hydrant connections	<input type="checkbox"/>	<input type="checkbox"/>
26. Landscaping details	<input type="checkbox"/>	<input type="checkbox"/>
• Surface treatment of all landscaped areas (include dimensions of areas)	<input type="checkbox"/>	<input type="checkbox"/>
• Existing and proposed trees and shrubs (include common name and planting size)	<input type="checkbox"/>	<input type="checkbox"/>
• Existing and proposed boulevard trees on the adjacent rights-of-way	<input type="checkbox"/>	<input type="checkbox"/>

\* The list above is a typical list and since every project is unique additional requirements might be applicable.

Below is an illustrative example of a site plan for a multiple dwelling unit

