

Site and Landscape Plan Checklist

Residential Development with up to Four Dwelling Units

The following information should be included on ALL site related drawings:

1. Title and date (latest revision)
2. Drawing scale (metric)
3. North arrow (north pointing towards the top or left side of page)
4. Location (civic address and/or legal description)
5. Legend for all symbols, hatching and shading
6. Property lines and all adjacent public rights-of-way and street names
7. Existing buildings/structures to remain and proposed buildings/structures (e.g. detached garage, shed, fence, retaining wall, enclosure) on development site
8. Existing structures within 3.0m of any property line on neighbouring properties
9. Existing and proposed above ground infrastructure including but not limited to hydro poles, gas meters, fire hydrants, and utility pedestals
10. Clauses to be included on all drawings should read as follows:
 - a. *“All work in the public right-of-way shall be performed as stated in the latest edition of the City of Brandon Standard Construction Specifications.”*
 - b. *“All grassed landscaping required within the public right-of-way is to be completed with sod.”*

The following information should be clearly indicated on the site plan:

11. Setbacks (distances) to all property lines from all existing and proposed structures, and between existing and proposed structures
12. Area of site (m²)
13. Total building(s) coverage (% of site area)
14. Surface treatment(s) of all areas including site drainage area
15. Dimensioned existing/proposed roadways, driveways, laneways, aisles
16. Dimensioned existing/proposed pathways and sidewalks including curb cuts and curb ramps
17. Dimensioned parking spaces
18. For developments with three or four dwelling units,
 - a. Number of parking spaces provided including curbing and/or wheel stops
 - b. Accessible parking spaces with signage
19. Waste disposal areas and enclosures
20. All easements (e.g. utility, overland drainage)
21. Curb cuts, curb ramps, and curb types to be labeled on drawing (e.g. barrier curb, barrier curb and gutter, roll curbing)

The following information should also be clearly indicated on the plan for all residential developments with more than one dwelling unit (e.g. single detached, semi-detached, and mobile/modular home):

22. Number of dwelling units and number of bedrooms with unit size (m²) for each dwelling unit
 - a. Indicate if the proposed building(s) are multi-family or bare land condominium

23. Landscaping details

- a. Existing and proposed trees and shrubs on private property including species or common name. If species or common names of trees are not provided include the following clause: *“All tree species shall be selected in accordance with the latest version of the City of Brandon Urban & Landscape Design Standards Manual.”*
- b. Proposed tree and shrub specifications or the following clause: *“All trees and shrubs shall be planted in accordance with the specifications in the latest version of the City of Brandon Urban & Landscape Design Standards Manual.”*
- c. Existing and proposed boulevard trees on the adjacent street right-of-way including species or common name and, for proposed trees, planting specifications (including planting setbacks to utility equipment, street rights-of-way, underground services, and private approaches)

** The lists above are typical lists and since every project is unique, additional requirements may apply. For questions please contact 204-729-2110*