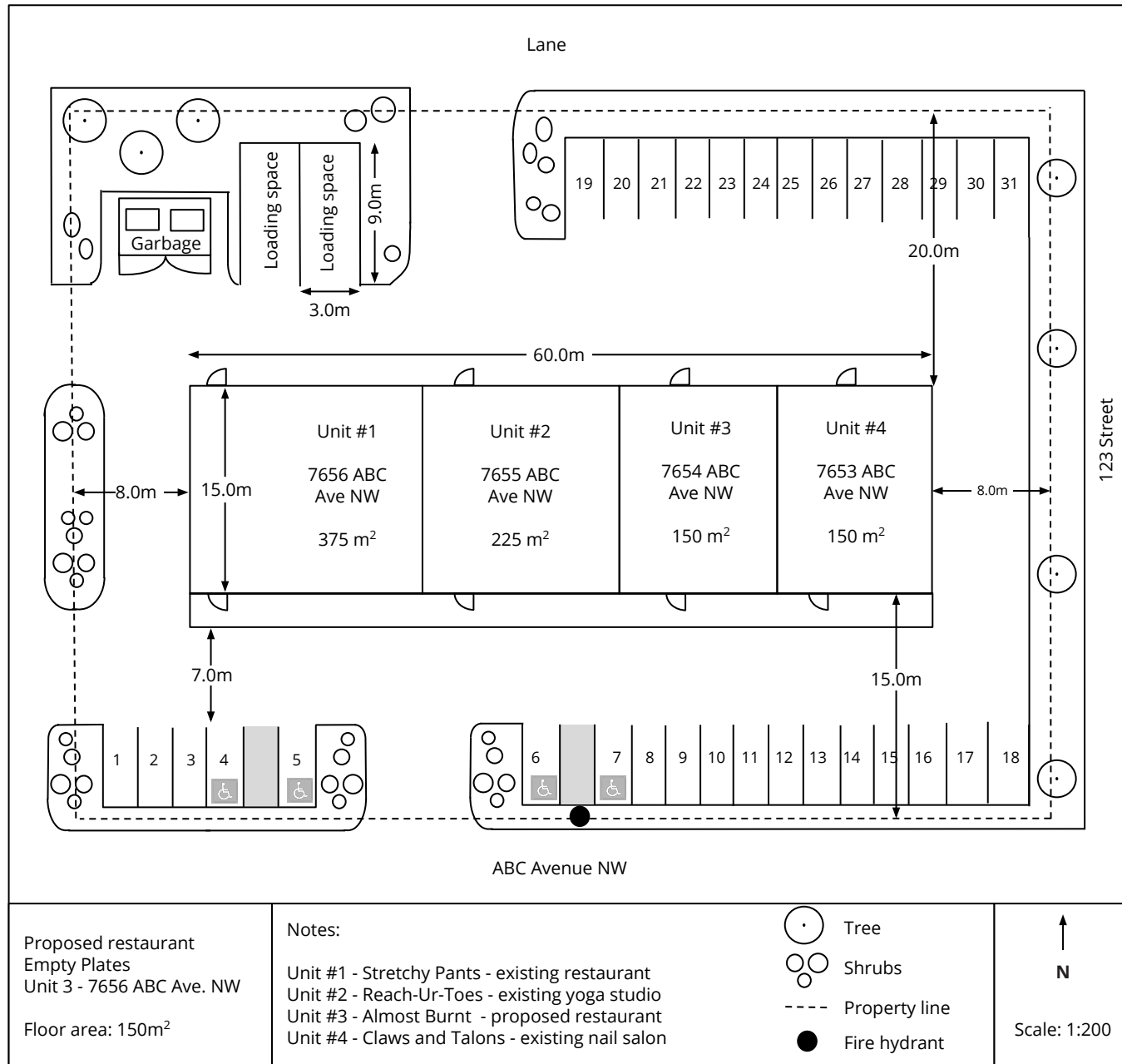


# Site Plan Example - General

Standard applies to both development permit (zoning approval) and building permit applications.



**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.

- 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:
- 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

- 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.**