



MINIMUM REQUIREMENTS FOR PLANS TO BE SUBMITTED WITH A RESIDENTIAL DEVELOPMENT PERMIT APPLICATION

PLEASE NOTE ALL SITE, LANDSCAPE, FLOOR AND ELEVATION PLANS MUST BE SUBMITTED DIGITALLY

1. A site plan at a scale satisfactory to the development officer that identifies the following:

- lot lines with dimensions
- location and dimensions of all proposed and existing buildings;
- front, side and rear yards with dimensions;
- outlines of the roof overhangs on all buildings;
- north arrow;
- legal description and municipal (civic) address of property;
- access/egress location to the property
- Location of existing and proposed municipal and private local improvements, principal buildings and other structures including accessory buildings, garages, carports, fences, driveways, paved areas, and major landscaped areas including buffering and screening areas where provided
- adjacent roadways
- location of all registered utility right of ways and easements
- The suggested location for a future driveway and garage or carport, if the application itself does not include such building as part of the proposal

2. Building Plans identifying:

- The height and horizontal dimensions of all buildings, existing and proposed
- The finishing floor elevations in the basement and main floor in the principal and accessory buildings where applicable

Any other pertinent information or tests required by the Development Officer respecting the site or adjacent lands

The development officer may require an application for a development permit to include a detailed landscaping plan of the entire site to show grading, loading and parking areas, tree planting or removal, grassed area including location and species of shrubs and trees, playgrounds and parks. Lot grading and servicing plans prepared by a professional engineer may also be required.

The above items may not all apply to your project, please contact a development officer at the Planning and Development Department at (780) 980-7124 for more information.