

## **Site Plans and Sketches for Submission To The Committee of Adjustment**

To save the applicant the expense of providing a site plan prepared by a licensed surveyor, the Committee will accept a sketch, which provides all the information necessary for the purpose(s) of the application.

All writing is to be large and clear enough to be readily understandable when the sketch (or applicable portion of a site plan) is reduced to a legal size sheet of paper for distribution to the public and the Committee members.

All plans must be no larger than 11" x 17". The plan must be drawn accurately and provide the following information:

- Property line dimensions
- Scale of plan.
- Size and type of all buildings and structures
- North arrow.
- Dimensions between buildings & structures
- Street names and to property lines – identify location of variances(s).
- Number of storeys and height of building.
- Identify abutting land uses.
- Parking spaces and manoeuvring aisles.
- Driveway location and width properly sized and spaces numbered.
- Sidewalk and curb locations.
- Building coverage (% of lot area).
- Size and type of new building additions. Requested variances to the height of a building require an elevation plan or cross sectional plan to be submitted.
- Variances related to or affecting buildings on abutting land must show the location, size, height and use of surrounding buildings of the submitted plan.
- Please note that the Committee may require a plan to be prepared by an Ontario Land Surveyor, prior to making a decision on an application.

### SAMPLE RESIDENTIAL SITE PLAN

- Property line dimensions
- Size & type of buildings & structures
- Dimensions between buildings & structures
- Size, use & location of proposed structure
- - - - - = Lot Line

