

12. Please indicate that each item below has been included with this application or mark with 'n/a' if not applicable to the submission. Attach a letter indicating an explanation for those items marked 'n/a'. The consultant's professional seal and signature is required on all documents as indicated in Appendix D of the Site Plan Control (SPC) Guide.

Contact CGS staff to book a preconsultation meeting. Preconsultation is required to assist the developer in clarifying any specific requirements for the proposal and ensuring applications are complete. Note that in special cases the CGS may request additional information or studies be completed as a requirement for the development.

If there is any additional information which may be relevant to your proposal and which should be considered by any of the agencies reviewing this application, please attach a schedule outlining the particulars of same.

Site Plan		
	Include all information identified in the SPC Guide, Appendix D, section 2.0 and 3.0	
	Legal description of property	
	Property boundaries	
	Property area	
	Location and description of all easements on the property	
	Key Plan Location	
	North Arrow	
	Scale in metric (min. 1:500)	
	Location and dimensions of all existing and proposed buildings and structures	
	Setbacks of all buildings and structures from property lines	
	Building blocks to be numbered and number of units indicated	
	Building coverage (lot coverage %)	
	Building Area and Gross Floor Area	
	Number of storey's	
	Building height	
	Use of buildings and structures (If there is more than one use in a building or on a lot, provide the floor area allocated to each use)	
	Fire Flow Calculation (Part 3 Buildings) - (advise if unable to provide due to building design status)	
	Fire Access Route and hydrant locations	
	Public roadways, entrances and sidewalks	
	Private driveways, sidewalks and walkways (pedestrian access to buildings from roadway)	
	Location of pedestrian and vehicular entry and exit points to and from the buildings	
	Entrance and onsite traffic signage	
	Painted asphalt entrance stop bars and/or pedestrian crossings (zebra strip)	
	Parking areas, indicating parking calculations and number of parking spaces	• Regular parking space: 2.75 m by 6 m
		• Parallel parking space: 2.75 m by 6.9 m
		• Barrier Free parking space: 4.4m x 6m
	Treatment of parking areas	
	Loading area layout and ramps	
	Location and type of all curbs, or vehicle stops	
	Retaining wall and required guard details	
	Bicycle Racks (secured) and required bicycle parking calculations	
	Location and method of garbage and recycling collection and screening, including details of enclosure	
	Snow storage area or plans for snow removal offsite (where onsite snow storage is not feasible)	

12. cont'd....

Landscaping Plan (information may be provided on the Site Plan for smaller sites)	
	Include all information identified in the SPC Guide, Appendix D, section 2.0 and 4.0
	Location, size and description of all landscaping (trees, hedges, shrubs, sod), indicating percentage of landscaped open space
	Plant list indicating full botanical name, common name, quality, caliper, height, spread, and any special plant material
	Location, height and description of fences <ul style="list-style-type: none"> • Cross-section of fence • Opaque fences (1.8 m in height)
	Location and description of vegetative screening <ul style="list-style-type: none"> • Cross-section of screening
	Plant material sizing <ul style="list-style-type: none"> • Deciduous trees 70 mm caliper measured 150 mm above ground • Coniferous trees minimum 1.6 m in height • Cedar hedges minimum 1 m in height
	Trees in right of way (planted 6 m on centre and offset from services)
	Extent of proposed sod /seeding on the subject property and within the public right of way
Lighting Plan (information may be provided on the Site Plan for smaller sites)	
	Include all information identified in the SPC Guide, Appendix D, section 2.0 and 5.0
Building Elevation Plan (Architectural Plan)	
	Include all information identified in the SPC Guide, Appendix D, section 6.0
Grading Plan (information may be provided on the Site Plan for smaller sites)	
	Include all information identified in the SPC Guide, Appendix D, section 2.0 and 7.0
	Existing and final elevations and grades required to show the design intent, ensure all drainage is retained within the site, and to reflect how the proposed grades match into the existing condition
	Roof and foundation drain outlets to surface splash pads
	Indicate locations where rock removal is required, and required fencing
Servicing Plan (information may be provided on the Site Plan for smaller sites)	
	Include all information identified in the SPC Guide, Appendix D, section 2.0 and 8.0
	Details of proposed and existing sanitary, storm and water services and mains.
	Details of proposed Stormwater Management Facilities (where required)
	Existing and Proposed Sanitary Sewer Peak Flow (for capacity review), calculated as per CGS Engineering Design Manual
	Location of Test Maintenance Hole
Construction Siltation Control Plan (information may be provided on the Site Plan for smaller sites)	
	Include all information identified in the SPC Guide, Appendix D, section 2.0 and 9.0
General Notes, Details, and Cross Sections (information may be provided on the Site Plan for smaller sites)	
	Include all information identified in the SPC Guide, Appendix D, section 2.0 and 10.0
	Cross section of proposed building, indicating height and set back from property lines
Off-Site Servicing Plan and Profile Drawings (Where applicable)	
	Include all information identified in the SPC Guide, Appendix D, section 2.0 and 11.0
Other	
	Digital copies of drawings in PDF format
	Consultant's professional seal and signature on all plans noted above, as identified in the SPC Guide, Appendix D
	Cost estimate for Site Plan construction complete with cost breakdown, Refer to Section 2.2.5 of the SPC Guide.
	Stormwater Management Report (3 copies), include all information identified in the SPC Guide, Appendix D, section 12.0
	Traffic Impact Study. (3 copies), include all information identified in the SPC Guide Appendix D, Section 13.1
	Geotechnical Assessment (3 copies), include all information identified in the SPC Guide, Appendix D, Section 13.2
	Rock Blasting Report (3 copies), include all information identified in the SPC Guide, Appendix D, Section 13.3
	Hydrogeology Study (3 copies), include all information identified in the SPC Guide, Appendix D, Section 13.4
	Environmental Impact Study (3 copies), include all information identified in the SPC Guide, Appendix D, Section 13.5
	Noise and Vibration Study (3 copies), include all information identified in the SPC Guide, Appendix D, Section 13.6
	Environmental Site Assessment (3 copies), include all information identified in the SPC Guide, Appendix D, Section 13.7
	Archaeological Report (3 copies), include all information identified in the SPC Guide, Appendix D, Section 13.8
	Agreements with adjacent landowners (drainage, shared access, etc...)