Form I – Site Plan
Acknowledgement and Consent Form

This submission form should be completed by a professional such as a designer in good standing with the National Home Designers Association or if required, must be completed by an architect registered with the Architectural Institute of British Columbia and accompany the Site Plan. **Please refer to the Architects Regulation to confirm what proposals require architectural services.**

☑ **Please check off which of the following has been included on the Site Plan:**

- ❑ Civic address of the site
- ❑ North arrow and drawing scale in metric (minimum acceptable scale is 1:200)
- ❑ **Project data table** including proposed density, site area, setbacks, height, parking and loading spaces, and if required, parking and amenity area calculations
- ❑ Dimensions of the site, including proposed lot width which is measured at the front setback line
- ❑ Location and dimensions of all existing buildings to be retained and all proposed buildings (indicate building footprint in bold and any overhang or cantilever features in dashed line)
- ❑ Setbacks of buildings and structures from ***all*** lot lines as well as the front or flanking side setback from the centre line of an abutting street
- ❑ Minimum Building Elevation (MBE) for all proposed buildings
- ❑ Existing and proposed ground elevations at corners of the retained and proposed buildings
- ❑ Existing and proposed ground elevations at corners of the site
- ❑ A minimum of 3 corresponding, side by side ground elevation points on each abutting property and the site
- ❑ Other spot elevations on each of the abutting properties, including those to the rear
- ❑ Lot grading and drainage details, including swales, rain gardens, rock pits and height of all retaining walls
- ❑ Location and dimensions of existing and/or proposed fencing, patios, decks, stairs, walkways, outdoor amenity spaces, parking/loading areas, driveways and roadways, including turning radius for on-site parking/loading and circulation, and any other proposed permeable or impermeable surfaces
- ❑ Location of landscaped areas, including plant materials such as sod or ground cover, proposed and existing trees and hedges, adjacent lots and the boulevard, and tree protection fencing
- ❑ Calculation of lot coverage and total impermeable areas on the site, and front yard landscaping for a single detached or duplex dwelling
- ❑ Location and dimensions of abutting streets, including boulevard and curb details
- ❑ Location and dimensions of any existing and proposed rights-of-way and easements
- ❑ Any other specific information required for the subject site or project, e.g. top of bank, high water mark, and location and dimensions of a septic system

Notes: For lot grading, retaining wall and drainage details or permeable and impermeable surface areas, a separate plan may be provided.

A cross-section drawing is required when there are elevation differences with adjacent properties, and all the proposed retaining walls and their heights must be shown.

Definitions for lot width, average lot depth, lot coverage and impermeable material are found in Delta Zoning Bylaw No. 7600.

If any of the above has not been included, please explain below:

Acknowledgement and Consent

When drawings, documents or reports are submitted to the City of Delta as part of the application process, the owner/author of these submissions (e.g., surveyors, consultants, etc.) must acknowledge they have met the minimum submission requirements and consent in writing to allow their work to be reproduced (e.g., photocopied, scanned, etc.) by the City of Delta and the Land Title Office.

1. The undersigned warrants that they are the owner(s) (the "Owner") of the copyright for the Site Plan (the "Work") prepared for:

   _____
   SITE ADDRESS

   _____
   CLIENT NAME

2. The Owner acknowledges and consents to the reproduction of the Work by the City of Delta for the purpose of inclusion of the Work in Council reports and/or information packages prepared for any Public Hearing held pursuant to requirements of the *Local Government Act*, as amended, or any bylaw or policy of the City of Delta, and to the provision of copies to interested members of the public prior to or at the Public Hearing.

3. The Owner also acknowledges and consents to the reproduction of the Work and attachment of the reproduction to any document where such document may be required for filing in the Land Title Office.

4. The Owner understands it may, in writing, request the City of Delta that any reproductions made of the Work be stamped that it not be further reproduced or used without permission of the author.

5. The Owner also acknowledges and understands that the Work may also be made subject of a request under the *Freedom of Information and Protection of Privacy Act*, as amended, and that the reproduction by the City of Delta of the Work pursuant to such a request is not a breach of copyright.

_____ _____
OWNER(S) SIGNATURE DATE

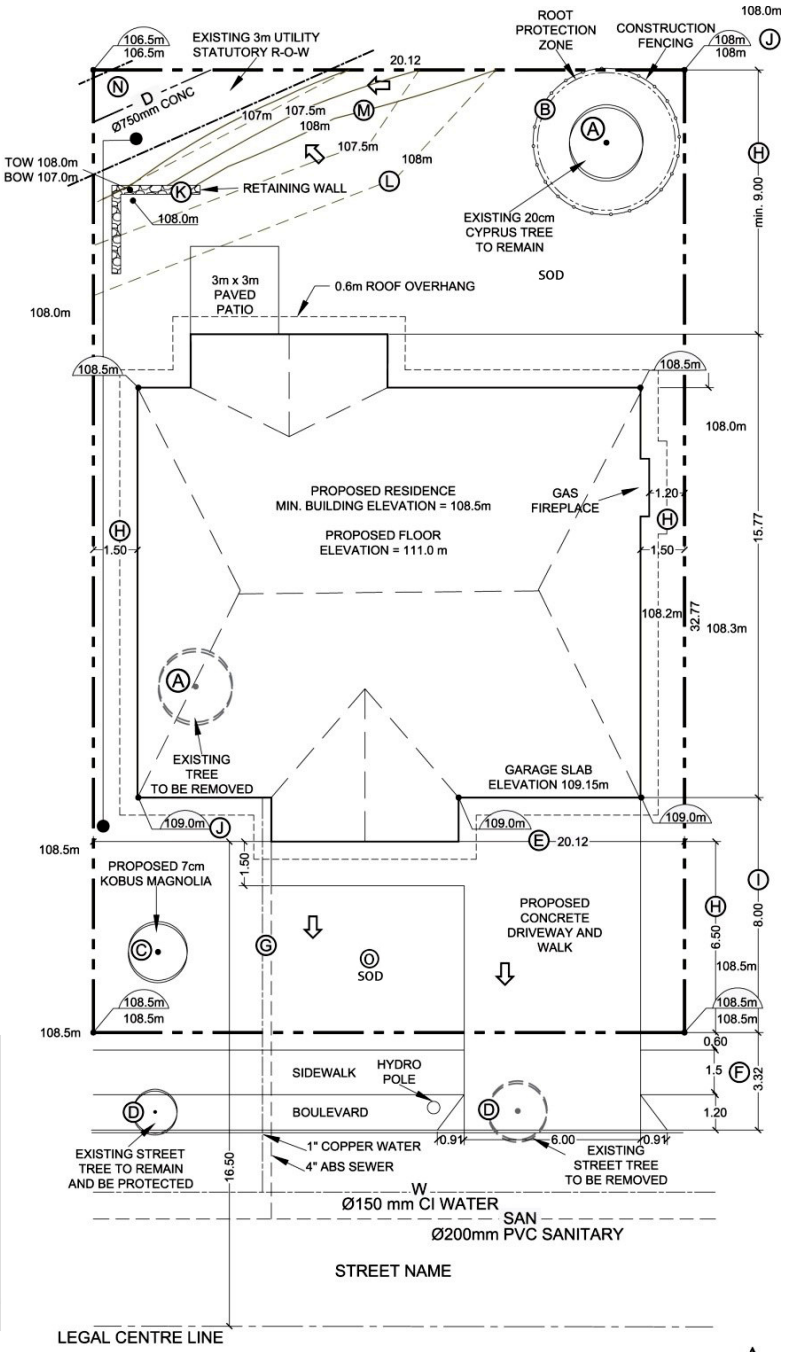
_____
OWNER(S) NAME (Please Print)

Example of a Site Plan for a Single Detached Dwelling:

(This example is for reference only to illustrate how some of the required information within the site may be represented. Since every project is unique, there are situations where additional information will be required.)

LEGEND

- Ⓐ Existing on-site tree to be retained or removed.
- Ⓑ Root protection zone/fencing
- Ⓒ Proposed new on-site tree with species and size
- Ⓓ Existing street tree to be retained or removed
- Ⓔ Lot width at front setback line
- Ⓕ Right-of-way configuration (sidewalk, planting strip, curb and street name)
- Ⓖ Existing and proposed locations of underground utilities
- Ⓗ Setback of building from property lines
- Ⓘ Setback of garage entry from property line
- Ⓙ Finished grade elevations at property corners and buildng corners
- Ⓚ Retaining wall with top of wall (TOW) elevation and bottom of wall (BOW) elevation
- Ⓛ .5 m grade elevation contours, existing
- Ⓜ .5 m grade elevation contours, proposed
- Ⓝ Location and size of existing statutory right-of-way
- Ⓞ Permeable area material



Site Plan SCALE 1:200 N

Lot Area	660 m²
Impermeable Areas	
Driveway	48 m²
Concrete Patio	9 m²
Walk	10 m²
Building	265 m²
Total	332 m²
Lot Coverage	260 m² (39.4%)
Front Yard Landscaping	86 m² (57%)

Project Address

1234 Street Name
Delta BC V4K 3E2