



## What am I required to include on my Site Plan?

1. Property lines
2. Dimensions of property lines
3. Lot area
4. Street name (or names if a corner lot)
5. Location of existing buildings and/or structures (including decks over 1ft above ground)
6. Dimensions and/or the building footprint area of existing buildings and/or structures (including decks over 1ft above ground)
7. Location of proposed buildings and/or structures
8. Setbacks from property lines to proposed buildings and/or structures
9. Dimensions and building footprint areas of proposed buildings and/or structures
10. Parking (refer to page 7 of this document)
11. Labels (need to be able to differentiate between existing and proposed)

Note if any of the above listed information is missing from your Site Plan, approval of your Building Permit Application may be delayed. In order to help prevent this from occurring, a “Site Plan Requirements Checklist” has been provided to you on page 8 of this document.

Additionally, if you choose to draw the Site Plan by hand, use a ruler and show the dimensions in metres. This will increase the readability of your submission and will result in a faster review of your application.

Further, it is recommended that you use a Survey of the property to create your Site Plan. If a Survey is not available, you can request that we provide you with the information we have relating to the lot frontage, area and depth of the property. However, we cannot guarantee the accuracy of the information without an up-to-date Survey.

Refer to the Site Plan example within this document that is specific to the nature of building and/or structure you are proposing to construct for further understanding on what is required.

All dimensions shown within this document are in metres and are not to scale.

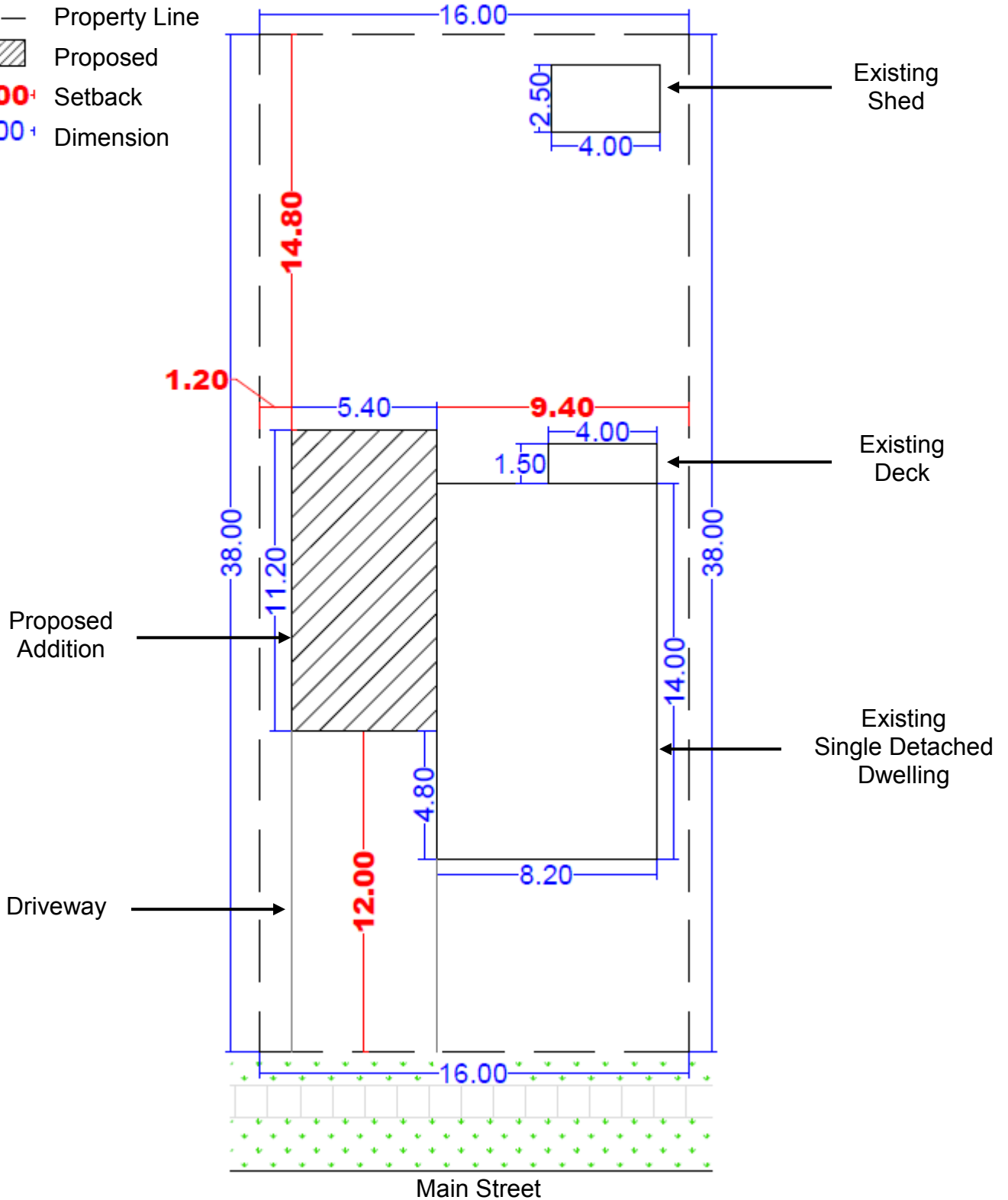
If you have any questions about the Site Plan requirements outlined herein, please contact the Planning Division @ 705-325-2622 or [planning@orillia.ca](mailto:planning@orillia.ca).

# Site Plan Example: Addition to Building

Dimensions are shown in metres (m)

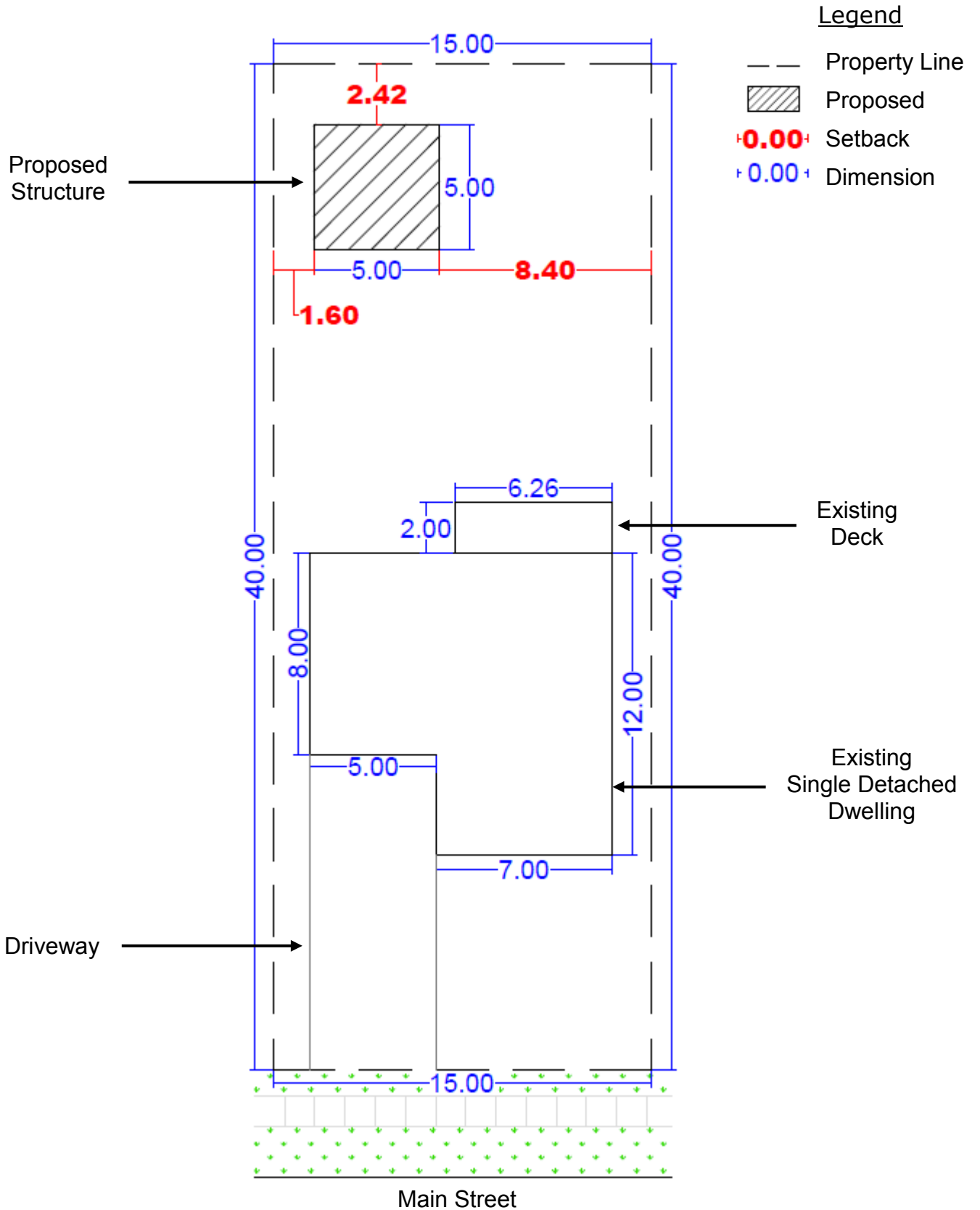
## Legend

- Property Line
- ▨ Proposed
- 0.00 Setback
- 0.00 Dimension



# Site Plan Example: Accessory Structure

Dimensions are shown in metres (m)

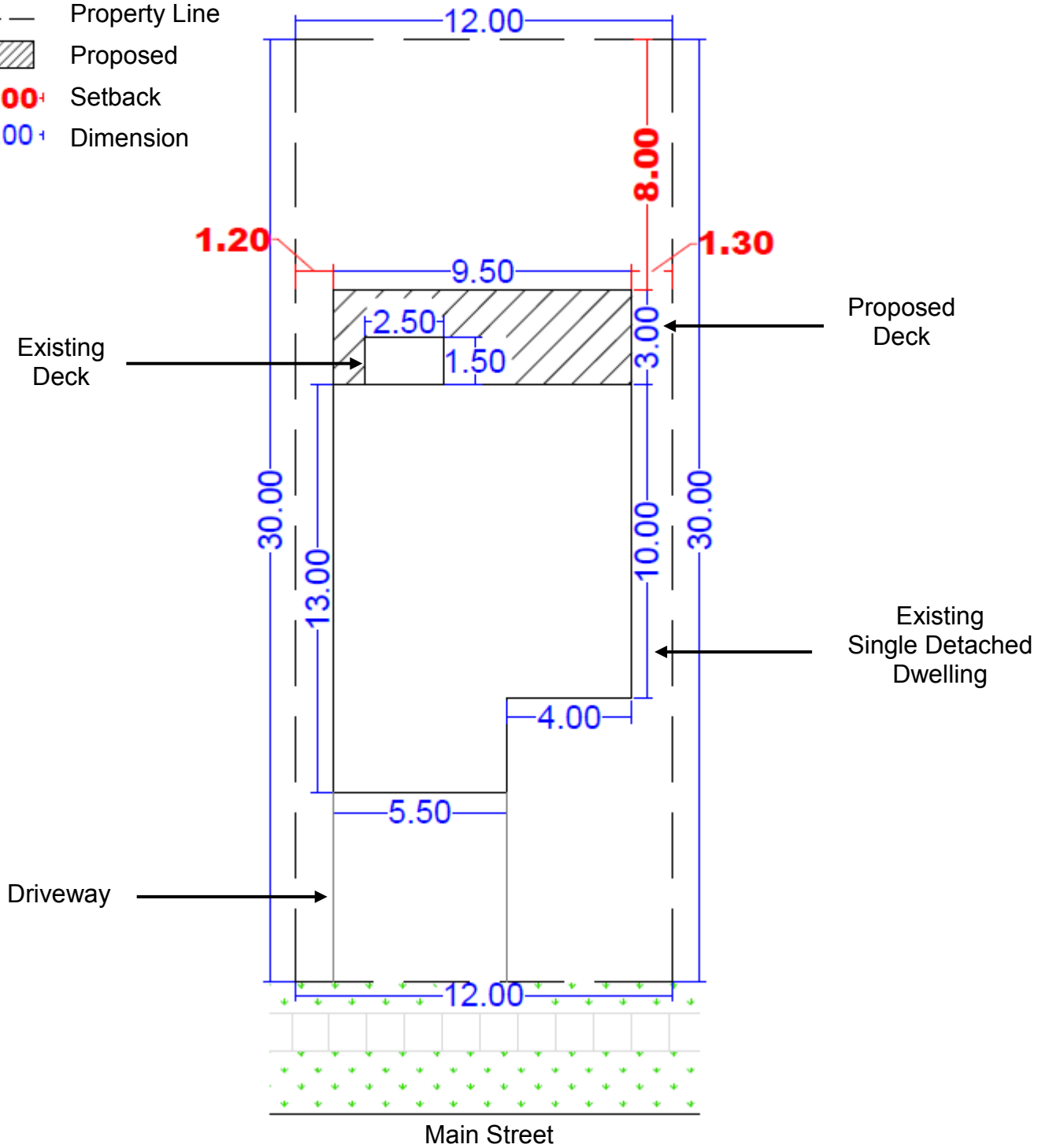


# Site Plan Example: Deck or Porch

Dimensions are shown in metres (m)

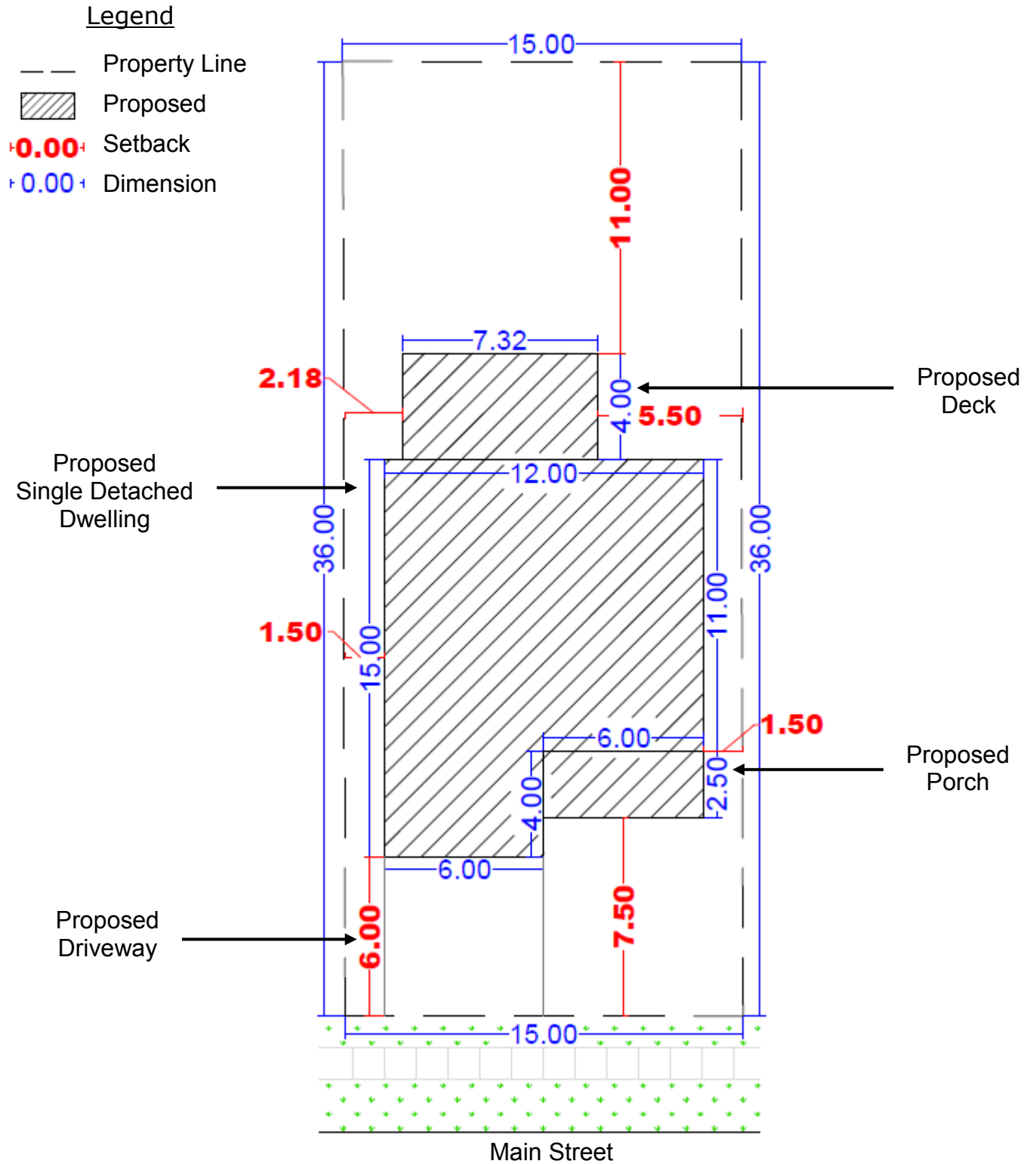
## Legend

- Property Line
- ▨ Proposed
- 0.00 Setback
- 0.00 Dimension

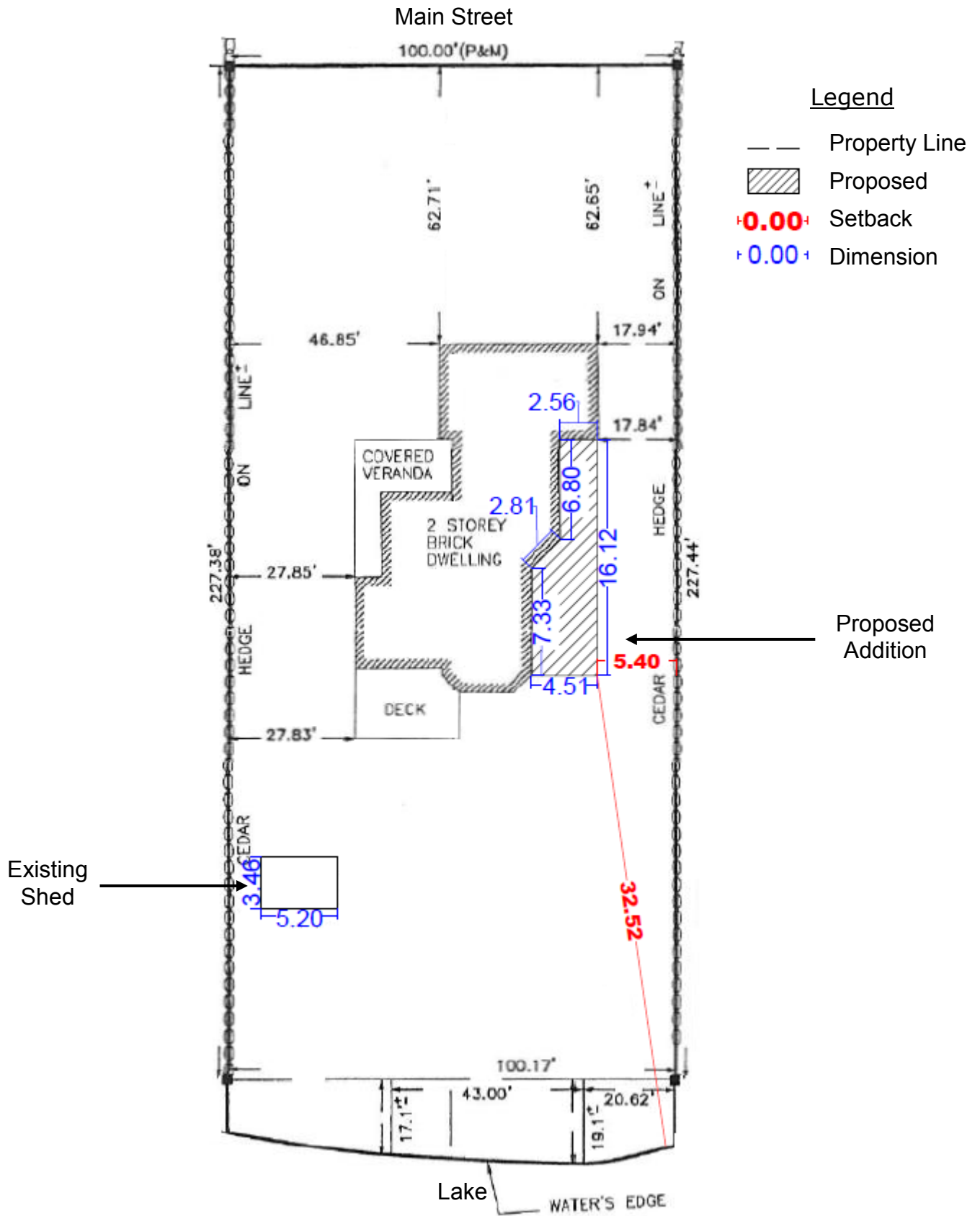


# Site Plan Example: New Development

Dimensions are shown in metres (m)

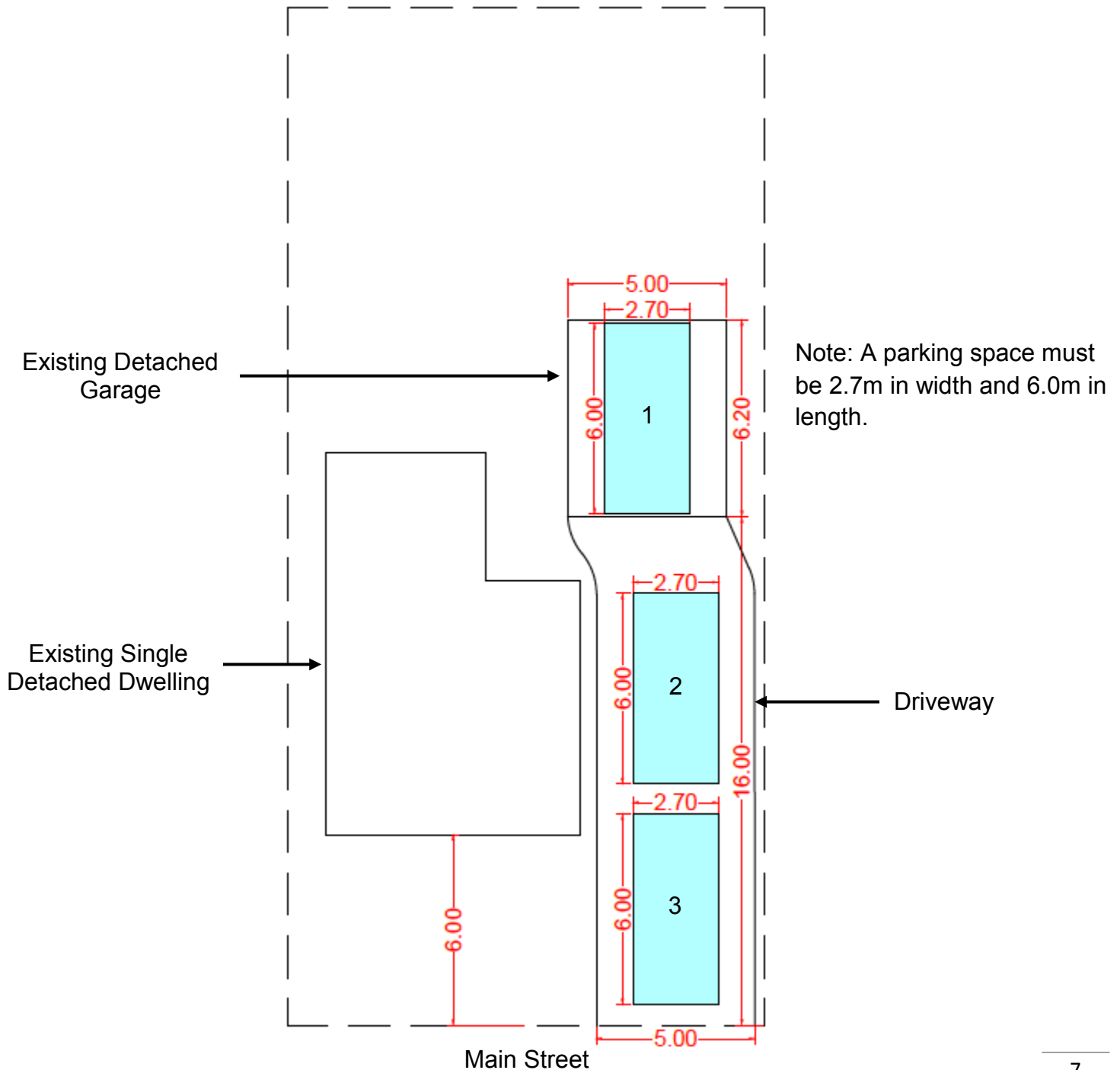


# Site Plan Example: Using a Survey



## Site Plan Requirements: Parking

1. Length and width of the driveway
2. Length and width of the parking space(s)
3. Number of parking spaces you are providing
4. Where the parking will be located (front yard, side yard, rear yard or garage)
5. Dimensions of the garage (if that is where a parking space or spaces are to be located)
6. Property lines
7. Street name (or names if a corner lot)
8. Location of building situated on the property



## Site Plan Requirements Checklist

- Property lines
- Dimensions of property lines
- Lot area
- Street name
- Location of existing buildings and/or structures
- Dimensions and/or the building footprint area of existing buildings and/or structures
- Location of proposed buildings and/or structures
- Setbacks from all property lines to proposed buildings and/or structures
- Dimensions and building footprint areas of proposed buildings and/or structures
- Parking
- Labels (proposed and existing)