



PLOT PLAN, LANDSCAPE PLAN, LOT GRADING PLAN, AND ADDITIONAL DOCUMENTS MUST ALL ALIGN

Plot Plans:

Must be prepared by a Land Surveyor

- Municipal address and legal description
- North arrow, scale, and date of preparation
- Zoning of the property
- Site Area and Site Coverage
- Property Lines and property dimensions are shown and labeled
- Identification of all streets and Alleys (lanes) abutting the subject site
- Easements, utility rights-of-way, and/or restrictive covenants
- Show Site Depth, as measured between the mid-points of the Front Lot Line and the mid-points of the Rear Lot Line
- Site Width, as measured from 9.0 m from the Front Lot Line
- Confirm building length on interior lots: 50% of Site Depth or 25.0 m, whichever is less in the RS Zone
- Setbacks from proposed buildings and/or structures dimensioned to all property lines
- Size of landings
- Distances between buildings within the site
- Distance between building projections
- Distance between building overhangs and/or stairs
- Remove Garage from plans if not being developed with the application (or sub-jobed)
- Dimensions (closest distance), location, and distance to property lines of all existing and proposed structures, including:
 - Air conditioners
 - Cantilevers
 - Eaves
 - Overhangs
 - Awnings
 - Unenclosed steps
 - Landings
 - Decorative projections
- Distances to parking spaces
 - Parking Spaces not permitted within Front Yards, Flanking Side Yards, or Flanking Side Setbacks
 - Parking not permitted to project beyond the property lines abutting the Alley
- Transportation will require/advises the following:
 - Adjacent boulevard, including curblines and City sidewalk
 - A cross-section of the steps if they are less than 0.6 m away from the property line shown on the Architectural Drawings or Lot Grading Plan

- A cross-section of a curblined sidewalk located adjacent to the property line on the flanking side of the Alley, shown on the Architectural Drawings or Lot Grading Plan
- Stairs and landings are not permitted to encroach into the Alley and road right-of-way
- Short parking stalls will not be permitted to access the adjacent alley
- Slope of the Alley access, not to exceed a slope of 8% shown on the Lot Grading Plan
- Existing retaining walls and to be removed or retained
- Pathways within the Alley to be removed
- Removal of a private crossing that is combined with an Alley crossing, and requires the construction of an Alley flare
- Show and dimension the width of existing or proposed accesses to the site, and note that existing accesses are being removed and the boulevard and/or curb is being restored to City of Edmonton standards
 - Show and note reconstruction of adjacent alley flares
- Show and dimension unobstructed pathways to all Dwelling entrances and note the surface material. If window wells are present, they must have a grate and be flush with the pathway
 - Geodetic elevations may be requested to confirm they will be flush
- Pathways to Dwelling entrances not to exceed 45m from the Street (and not the Alley) in accordance with Fire Rescue Services
- Garage door location (important for Corner Lots and Lots adjacent to a flanking alley)
- Drive Aisle widths
- Check curb styles
- Geodetic elevations of the site including finished Grades, bottom of footings, top of foundation wall, and finished main floor or this information may be shown on the Lot Grading Plan
- Finished floor elevation must be provided on the Plot Plan
- Show off-site detail - from the property line to the roadway or Alley (within the boulevard), such as:
 - Existing City-owned trees
 - City tree canopy
 - Curb cuts
 - Street furniture, including, but not limited to, lights, fire hydrants, signs, mailboxes, above-ground utilities (transformer, etc), catch basins, power poles, and guy wires
 - The Table of Minimum Offsets can be found on the City's website
 - Show and dimension the radial separation distances
 - Trees right on property lines should be confirmed against the City tree map and by contacting citytrees@edmonton.ca to determine if they should be in the City Inventory
 - Clearly identify all existing Landscaping if its to be removed or retained
 - City tree separation distance is measured from the outer surface of the tree trunk
 - Contact citytrees@edmonton.ca to confirm minimum separation distance
- Note if power pole and or guy wires are to be removed, retained or relocated
- For new buildings and additions that are 5.5m or greater in Height and are 4.5m or less from the property line abutting an overhead power line, it is strongly encouraged that the power lines are shown on the Plot Plan, Landscape Plan and Lot Grading Plan
- Identification of the existing landscaping and whether they are to be removed or retained
- Number and dimensions of parking spaces with width, depth, and angle
- Garbage collection - communal bin or cart storage location on site
 - 1m spacing of carts from power poles on collection day
- Surface treatment for all onsite areas including parking and walkways, or clearly marked on the Landscape Plan

- Bicycle Racks (location and number of bicycles accommodated) when required
- Elevation of any Retaining Wall, Fence, and garbage enclosure
- Fences cannot exceed 1.3m in Height in certain Corner Lot locations as it may affect waste enclosure areas

Landscape Plans:

More information on City of Edmonton website: [Landscape Plans](#)

- General Plan Information
 - North Arrow
 - Scale
 - Legal description (Lot, Block, Plan, Municipal address)
 - All billable quantities for completion (in metric, for example: m² of sod)
 - Soft Landscaping percentage
 - Confirm that Soft Landscaping does not include Pathways, window wells, areas under decks, and Retaining Walls
 - Soft Landscaping is required to be 30% of the total Lot area
 - Material within window wells and under decks, porches, stairs, etc. are not to be included in the soft landscaping calculation
- Site Information
 - Building footprint(s) and general site layout
 - Surface treatment for all areas (on-site and to the curb and edge of the asphalt within the lane)
 - Parking, Pathways, sod, etc, all dimensioned and clearly labelled
 - Indicate any steps in the pathways, consistent with Lot Grading Plans
 - Photos and or justification for rock, decorative rock, crushed rock, road rock, etc.
 - Rocks must comply with the Soft Landscaping definition, support drainage and be capable of supporting living plants
 - Label curb stops
 - Property lines and Site dimensions
 - Locations of overhangs within the first 2 storeys, building entrances, porches, decks, windows, window wells, steps, etc.
 - Locations of underground and above-ground utilities or structures (if applicable)
 - Show separation distance and dimensions and any effects to the surface materials such as alterations to concrete Pathways and Driveways
 - Locations should be consistent with the Plot Plan
 - Height and materials of Fencing, Privacy Screens, and walls
 - Adjacent Streets, lanes, Driveways, entrances, and Tree Boulevards
 - Garbage collection locations
- Planting Plan Information
 - Identify existing and proposed trees, shrubs, planting beds and groundcover (indicate what is to be added and/or retained), all clearly labelled
 - Low Impact Development (LID) area(s) clearly labelled (if applicable)
- [Plant List](#)
 - Common and botanical name
 - Label, symbol, or other reference to planting plan
 - Quantity
 - Ensure quantities on the plant list match what is proposed on drawing

- All proposed trees and shrubs must be clearly discernible to allow for accurate quantity verification; visual overlap is not permitted
- Size, consistent with section 5.60.6 (ie spread, height or caliper)
- Existing plants to be retained (if applicable), with type and size
- Plant Details
 - Tree planting
 - Shrub planting
 - Any other features on site, if applicable (garbage screening, planting above a parkade, above-ground planters, etc)
- Amenity Area/Private Outdoor Amenity Area (Section 5.20 of the Zoning Bylaw)
- Parking Areas
 - Wheel stops provided for parking pads
 - Stalls must be dimensioned
 - Driveways dimensions
 - Parking Spaces dimensions
 - Parking spaces not permitted within Front Yards, Flanking Side Yards, or Flanking Side Yard Setbacks

Floor Plans:

- To scale and dimensioned (min. scale 1:100) showing:
 - Dimensions of building (exterior and interior)
 - Total Floor Area (sq. m) (include all floors)
 - Layout of all interior and exterior walls
 - All doors, stairs, and window locations
 - Stair directions labelled clearly
 - Window sizes on the plan and elevations match
 - Identification of all proposed/existing room uses on all floors (ie, living rooms, bedrooms, kitchens, bathrooms, mechanical rooms, etc.)
- Cross sections showing all materials used for the structure
- Suites do not overlap Principal dwellings. If so, they are deemed to be Multi-Unit Housing and are a Major DP, and a new DP will be required
 - NOTE: The Alberta Building Code allows a maximum of one Secondary Suite per principal Dwelling. Buildings containing overlapping dwellings are classified as Multi-unit Housing. This type of project requires a Major Development Permit followed by a Commercial Final Permit application

Elevation Plans:

- All drawings should be fully dimensioned (min. scale 1:100) showing:
 - Exterior of all sides of the proposed buildings: including all windows, doors,
 - Loading bays, projections, decorative elements, and exterior lighting
 - Roof-top equipment (information on how the roof-top equipment will be screened, including elevation details for screening and a roof plan)
- All finishing materials indicating:
 - Exterior materials (ie, brick, stucco)
 - Roof materials (ie, asphalt shingles, concrete tile)
 - Fascia, soffit, and trim

- Cross sections showing all materials used for the structure
- Front facade window covering calculation (interior lots only), minimum is 15%, not including door sidelights or the Basement area (Include the gable area in the wall area calculation)
- Height shown from finished floor to peak and from finished floor to midpoint in metric units
- Heights shown to the top of the eave fascia board
- Heights of unenclosed steps when they project into Interior Setbacks, max is 1.0m
- Identical or mirrored front Facades are not permitted on Abutting Sites
- The Architectural Drawing package should not include any extraneous Site Plans

Lot Grading Plan:

- LID Features shown if proposed
- Confirm the Lot Grading Plan is consistent with the Plot Plan and the Landscape Plan
- The slope of the Alley access between the Rear Property Line and the asphalt of the Alley must be shown and should not exceed 8%, and must be flush at the lip
- The slope of pathways within the road right of way must be shown, should not exceed 8%, and steps are not permitted
- Indicate any steps in the pathways
- A minimum 0.15m wide unobstructed drainage path between the edge of the pathway and the property line must be maintained
- Confirm retaining walls and swales do not encroach/project beyond the property lines

Additional Documents:

- Identify any buildings that are to be demolished as part of the application
 - Separate the aerial image and confirmation of demolition
- Letters of Intent not to operate a Lodging House