



How to Draw a Commercial / Industrial Site Plan

A site plan is a detailed drawing which depicts the current and proposed structures and uses of a parcel of land. Site plans must be drawn to scale and are required for all zoning permits.

Drawing your own site plan is easier than you might expect. A site plan need not be professionally prepared and can be hand drawn. With a little work, you can draw an acceptable site plan for your project, if all information required on this guideline document is included. However, depending on the size, scope and complexity of the project you may need to obtain professional expertise. You may also submit multiple drawings at different scales.

A Commercial / Industrial Site Plan Includes the Following Information and More: (See the Key Numbers on the Example Site Plan on reverse)

1. Scale at which site plan is drawn (for example 1"= 20')
2. North arrow
3. All property lines and their dimensions
4. Names of adjacent roads
5. Location, type and dimensions of all existing structures
6. Location, type and dimensions of all proposed structures and/or additions
7. If located in Light Commercial (LC) zone, height of all structures and/or additions
8. Setback distances of all existing and proposed structures and/or additions to all property lines, except in the General Use (GU) zones
9. Location, type and depth of surface material and dimensions of existing and/or proposed driveways
10. Location, type and depth of surface material and dimensions of off-street parking spaces, loading areas, and all traffic circulation area, except in the General Use (GU) zones. Off-street parking spaces are required to be at least 9' by 18', with sufficient back-up and maneuvering area such that all back-up and maneuvering actions occur on the site (FNSBC 18.96.060). Show any obstructions located within the parking and vehicle maneuvering areas such as a wall, post, sign or a guard rail.
11. Location and dimensions of all existing and proposed signage, except in General Use (GU) zones
12. Location of all outdoor lighting, if adjacent to residentially zoned property
13. Location of well on site (optional)
14. Location of septic on site (optional)
15. Landscaping (optional)

Information may be required in addition to the items listed above.

Example of a Commercial/Industrial Site Plan
(see Key Numbers on reverse)



Scale 1" = 40'



North

