

SITE PLAN AND LOT GRADING REQUIREMENTS

Site plan:

Means a scaled drawing showing lot lines, buildings or structures existing and/or proposed on a lot, and including such details as parking areas, access point, landscaped areas, building areas, setbacks from lot lines, building heights, floor area, lot coverage, lighting, septic tank tile fields, utility lines, site servicing details, grading and drainage and stormwater management.

Lot Grading:

Means a Site Plan providing Grading / Drainage and Servicing detail, completed by a Competent Designer – Professional Engineer (P.Eng.), a Certified Engineering Technologist (C.E.T.) or an Ontario Land Surveyor (OLS).

PLAN OF
PART OF LOT _____
REGISTERED PLAN _____

PROPOSED LEACHING
BED (MIN 5.0m TO
ANY STRUCTURE)

PROPOSED SEPTIC
TANK (MIN 1.5m TO
ANY STRUCTURE)

LENGTH &
GRADE (TYP.)

EXISTING HOUSE No. _____

HOUSE No. _____
F.F.F. = _____
U/S FTG. = _____
BASE SLAB = _____
GARAGE SLAB = _____
TP# _____
DATE _____
G/W ELEV _____

GARAGE

EXISTING HOUSE No. _____

PROPOSED SW

MIN 15m SEPARATION
BETWEEN WELL AND ALL
SEWAGE SYSTEM
COMPONENTS

PROPOSED DRILLED
WELL

LENGTH & GRADE
(TYP.)

STREET LINE (EX.)

EX. FIRE HYDRANT

DITCH C/L
EX. _____mmØ WATERMAIN
(IF APPLICABLE)
WATER SERVICE
(IF APPLICABLE)

EDGE OF ROADWAY

C/L OF ROADWAY

ESTIMATED SEASONAL
HIGH GROUND WATER
TABLE ELEVATION _____

STREET NAME _____

LEGEND

W - WINDOW WELL
- RAINWATER LEADER
- SUMP PUMP DISCHARGE
(EX.) - EXISTING ELEVATION REQUIRED
PROP. / PROP SW - PROPOSED ELEVATION REQUIRED
F.F.F. = FINISHED FIRST FLOOR ELEVATION REQ'D.
U/S FTG. = UNDERSIDE OF FOOTING ELEVATION REQ'D.
BASE SLAB = BASEMENT SLAB ELEVATION REQ'D.
GARAGE SLAB = GARAGE SLAB ELEVATION REQ'D.
SW = SWALE

MINIMUM LOT GRADING
REQUIREMENTS

DRAWN: T.O.	SCALE: N.T.S.	
DESIGN: T.O.	PLOT: 1=1	
CHECKED: J.R.P.	DATE: APRIL 2020	LGP

When Site Plan & Lot Grading is required:

1. For Single Detached, Semi-Detached & Townhouse Dwellings, Detached Accessory Buildings and additions to existing buildings;
2. **All Lots** contained within an Unassumed Plan of Subdivision;
3. **All Lots** contained within an Assumed Plan of Subdivision;
4. **All Lots** defined as Infill Development – Urban / Settlement Areas / Rural;
5. **All Lots** defined as Waterfront / Shoreline Development Areas;
6. **All Lots** less than 0.20 hectares (0.5 acres) in size;
7. Changes to existing grades (shaping / cut / fill) of **more than** 30cm (12”) in elevation within 3.0m (10ft.) of the Property Line;
8. Changes to Driveway - location / width / length / grade;-confirm with transportation requirements
9. **Any lot** where the Chief Building Official determines Lot Grading is required as part of a building permit application or due to existing grades,

When Lot Grading is not required:

1. On **all other** lots where the lot has an area greater 2 acres depending on the location of the structure and setbacks from the property lines;
2. Where the addition or accessory building is **less than** 22.3m² 240 square feet);
3. On lots where **only** decks or porches / sun decks that are elevated (constructed above grade) are being applied for;
4. For Agricultural buildings.

Note:

At the time of building permit application submission, Site plan is always required, Lot grading is required as per above.

Once the final lot grading is completed, the Municipality will undertake a site inspection for final grading approval at the time of the final inspection for the building permit application. The final inspection deposit fee will be released at this time.

Contact information for site plan (Building department): building@greyhighlands.ca
Contact information for municipal services (Public Utilities): moyers@greyhighlands.ca



SITE PLAN AND LOT GRADING REQUIREMENTS

CHECKLIST				
Name of applicant:				
Contact information of designer/consultant:				
Roll number:				
Municipal address:				
DESCRIPTION		YES	NO	N/A
	Signature / Seal of Lot Grading Plan Designer * Notice of Review and Approval by Engineer of Record in accordance with a Subdivision Agreement (if required) *			
	North Arrow and Key Plan			
	Geodetic Benchmark - Location and Elevation			
	Dimensioned Property Limits / Boundaries and Lot Corner Elevations			
	Typical Swale Cross Section(s) – Side yard, Mid-yard and Cut-off (as req'd)			
	Location, Elevation, Flow Direction and % Grade of all Swales			
	Location of Engineered Fill			
	Location of Environmentally Protected Areas / Waterbodies / Shoreline			
	Location of Existing Trees to be Retained			
	Top and Bottom of Slope / Topographic Detail (For Septic Location - As Necessary)			
	Location and Type of all Utility Services (Natural Gas, Bell, Hydro and Cable TV etc.)			
	Location of Municipal Water Service OR			
	Location of Private Well and 15.0m Setback Radius			
	Location of Municipal Sanitary Sewer Service OR			
	Location of Private Sewage System – Septic Bed, Tank and Grade Elevations			
	Location and Dimensions of Municipal or Utility or Drainage Maintenance Easements			
	Driveway - location, proposed % grade, width and curb cut locations			
	Driveway Culvert – location, size, length, material, elevations and % grade			
	Elevations of Road Grade (edge of road and centre line) adjacent to all Lot Lines			
	Elevations of and % grade of Road Side Ditches adjacent to all Lot Lines			
	Street Furniture – Hydrants, Streetlights, Bell / Cable Hydro Pedestals / Poles, etc.			
	Building(s) Location - Lot Line Setback Distances and Building Grade Elevations			
	House Type / Lot Type e.g.: Walk-out Basement / Split Lot			
	Location of Internal Catch Basins / Soak Away Pits inc. Grate and Invert Elevations			
	Location of Sump Pump discharge (not discharging to driveway or over septic tank)			
	Location of all Rainwater Leaders / Downspouts (not discharging to driveway)			
	Finished First Floor elevation (F.F.F.)			
	Top of Foundation Wall elevation (T.F.W.)			
	Finished Basement Floor elevation (F.B.F.)			
	Underside of Footings elevation (U.S.F.)			
	Finished Garage Floor elevation (F.G.F.)			
	Underside of Footings Garage elevation (U.S.F.G.)			
	Location and Elevation of all Entrances including # of Risers			
	Location and Elevation of all Walkways, Patios, Deck and Porches			
	Location and Elevation of Retaining Walls (Top of Wall and @ Grade)			