



**Plan Processing – Site Plan  
Single Family Dwelling**

**No.: PERMITS-02  
Date: 1993-11-03  
Revised: 2016-03-31**

**Purpose:**

- To inform applicants of information required for plan review application for single family dwellings.

**Implementation:**

- In addition to the plans and supporting documents required by Richmond Building Regulation Bylaw 7230, effective March 12, 2002, applications for plan review are to include the following information:
  - Site Plan (drawn to a minimum scale of 1:100 or 1/8" = 1' - 0") showing:
    - Road names.
    - North arrow.
    - Exact lot dimensions.
    - Building location dimensioned in relation to the property lines.
    - All easements and right-of-ways.
    - Driveway location showing width and distance from side property line.
    - Location and size of services for City's connections (ie. water, sewer, storm).
  - THE SITE PLAN AND ALL FLOOR PLANS MUST BE DRAWN AS PROPOSED FOR CONSTRUCTION, **NOT** "SHOWN IN REVERSE".
- Refer to Bulletin Permits-42.
- Should you have any questions, comments or suggestions concerning this bulletin, please contact Building Approvals at 604-276-4285.