

Site Plan Approval?

Site Plan Approval is the process through which the Town guides and approves the design and layout of buildings and developments.

Our goal is to achieve excellent, high quality buildings that contribute to the public realm and environment in which they are placed. We do this by examining the design, the plan's sustainability and the technical aspects of proposed developments.

Site Plan Approval is authorized by the Ontario Planning Act. Buildings used for farming operations, most single and semi detached homes and small additions to existing buildings, may be exempt. All other new development in the Town is subject to Site Plan Control by the Town of Markham. Until Site Plan Approval is obtained, a building permit cannot be issued and construction cannot begin.

CONSIDERATIONS:

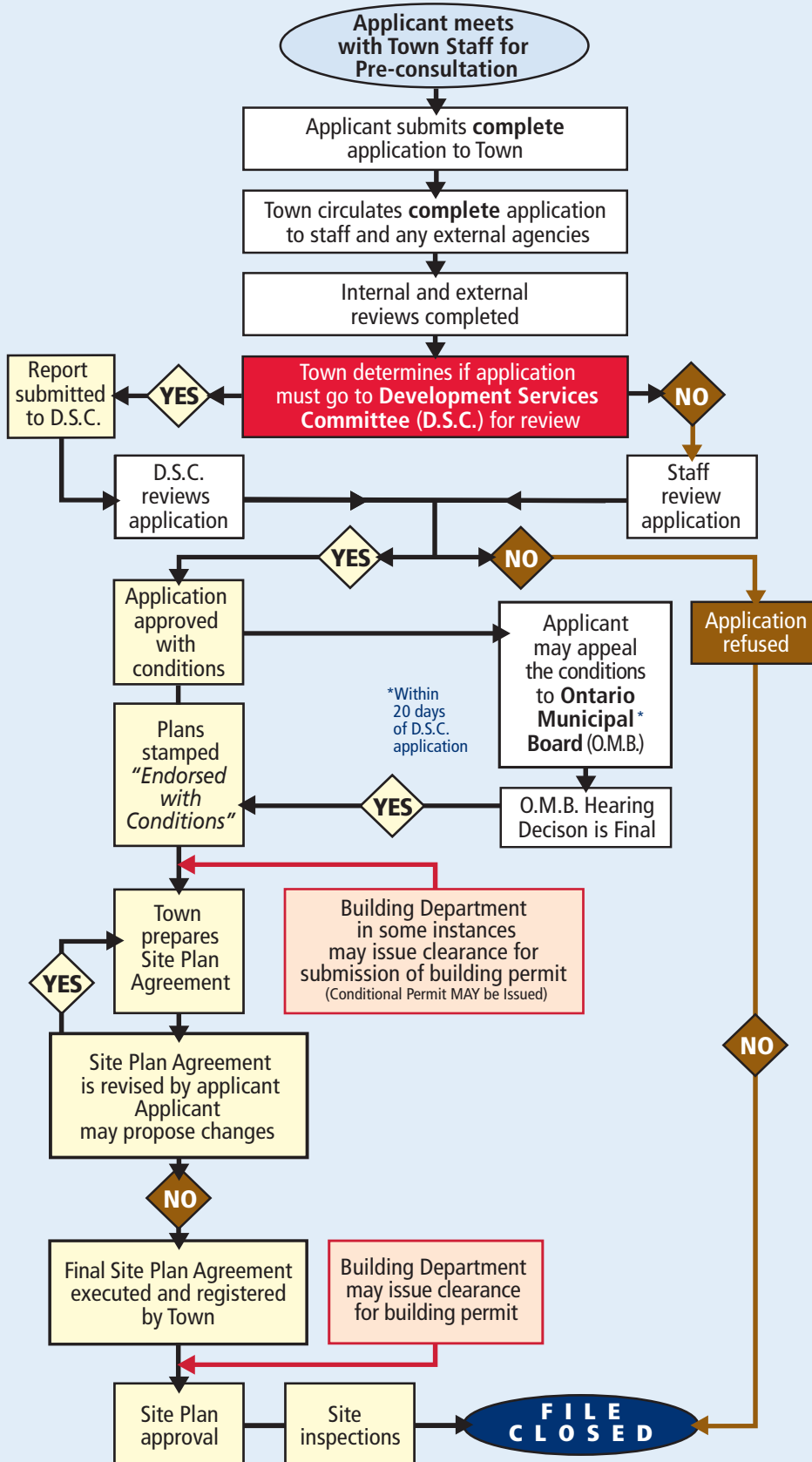
When reviewing an application, consideration will be given to the suitability of the land for the proposed use, vehicle access, water supply, sewage disposal, the design of structures, tree preservation, site parking layout, grading, drainage and landscaping.

The following are a few of our guiding principles:

- buildings should enhance the image of the Town and respect their context;
- buildings should provide a consistent built form that reinforces the public streetscape;
- landscaping should be attractive, sustainable and respectful of the existing environment.

SITE PLAN APPROVAL APPLICATION PROCESS

This application process may take 2 to 6 months to complete



This flow chart highlights the basic process – some steps may not be shown.

Pre-consultation

New procedures now require you to meet with Town staff before submitting an application. This will allow you to explain the proposal and will allow staff to guide you through the process, provide preliminary comments about the viability of your proposal and advise you what plans and studies are required to support an application. At the pre-consultation meeting a checklist will be provided setting out the minimum requirements for a complete application together with other plans or studies that will make the review and approval process more efficient.

Application forms are available at the **Development Services Counter** or can be downloaded from the Town's website at www.markham.ca under the Forms and Applications tab "Building and Planning Permits".

Submitted plans must be folded to no larger than 11 x 17 in (28 x 43 cm).

HOW TO APPLY

Other Documents to Review

If applicable, review these documents, which are available at the **Development Services Counter** prior to filing your application:

- Town of Markham Official Plan/ Secondary Plan Policies
- Zoning By-Law(s)
- Design Guidelines (where available)
- Interim sustainable development standards.

Contact Us

This brochure is part of a series that outlines development processes in the Town of Markham. If you have any questions, please contact the staff of the Development Services Commission.

Development Services Commission

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DEVELOPMENT SERVICES

SITE PLAN APPROVAL APPLICATION PROCESS

PROCESS GUIDELINES

The Process

The flow chart represents the Site Plan Approval process in the Town of Markham. Please keep in mind that each proposal is unique and the process may vary slightly for each application.