



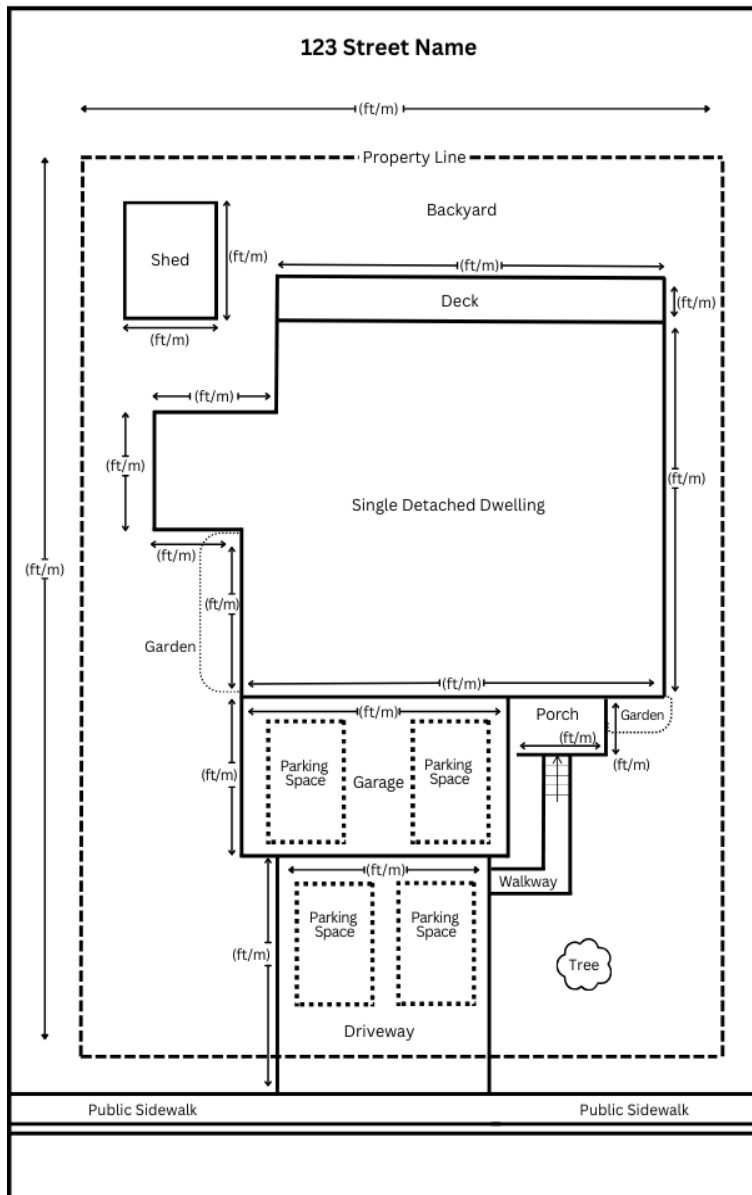
Short-Term Accommodation Licensing Service

Sample Site Plan Drawing

A site plan is required as part of the Short-Term Accommodation Licence Application and must be made available to renters pursuant to the Short-Term Accommodation Licensing By-law 2024-078.

The site plan may be hand-drawn, provided it is legible and includes all required details.

The site plan must be drawn to scale and fully dimensional, showing the premises and property and identifying:



- ☐ Property address
- ☐ Property lines with dimensions
- ☐ Location and dimensions of all buildings, structures, and related site amenities on the property, including the exterior decks that are appurtenant to the premises
- ☐ Use of all buildings and structures (e.g., house, garage, shed, etc.) on the property
- ☐ The location of the parking area, demonstrating conformance with the Town's Zoning By-law for the minimum number of required parking spaces for Short-Term Accommodation
 - 2 or fewer guest rooms:
1 space per guest room in addition to the spaces required for the primary dwelling unit (usually 2)
 - 3 or more guest rooms: a minimum of 2 parking spaces in addition to the spaces required for the primary dwelling unit (usually 2)