

Short Term Rental Licensing Program

Sample Site Plan

A site plan must be submitted with every short-term rental application per the Licensing By-law 2024-068. Note this can be hand drawn.

Requirements for Site Plan Drawings:

- Municipal address.
- Property lines with dimensions.
- Location and dimensions of all buildings, structures, septic systems on the property.
- Use of all buildings and structures (e.g., house, garage, shed, etc.) on the property.
- Location and dimensions of parking spaces and the parking area. Note: one parking space per guest room is required (in addition to the two spaces required for the main dwelling unit. And the minimum parking space size is 3 metres (9.84ft) (width) by 6.0 metres (19.69ft) (length).

