



Short-Term Rental Accommodation and Bed & Breakfast Application Sample Site Plan Drawing

A site plan is required as part of the Short-Term Rental Accommodation and Bed & Breakfast Licence Application and must be made available to renters pursuant to the Short-Term Rental Accommodation and Bed & Breakfast Licensing By-law 2026-078.

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:

- ☐ Location and use of all buildings on the property and setbacks of buildings from the property lines
- ☐ Location and dimensions of the parking area:
 - Illustrating each parking space with minimum dimensions of three (3) metres by six (6) metres
 - STR - Minimum of 1 parking space per bedroom **or** the minimum number of parking spaces required by the Township's Zoning By-Law, whichever is **greater**
 - B&B – Minimum of 1 parking space per bedroom **and** minimum number of parking spaces required by the Township's Zoning By-Law
 - Identifying the type of hard surface (gravel, pavement, etc.)
- ☐ Location of the road access to the property
- ☐ Location of the driveway access to the parking area
- ☐ Location and dimensions of outdoor amenity area(s)
- ☐ Fencing, landscaping, or other buffering, if required
- ☐ Waste container storage area
- ☐ Civic address and legal description of property
- ☐ A photo of the front of the dwelling
- ☐ Location of the sewage system and its components (i.e. septic tank and septic bed if privately serviced)

Example site plan for an STR with 5 bedrooms:

