

The following items are to be filled out by your Architect or Designer (where applicable by scope of work).

Civic Address: _____

The checklist below outlines the information required to be included on the permit drawing submission.

Site Plan

- North arrow
- Street name indicated
- Building location
- Location of all existing adjacent buildings
- Location of improvements indicated within building
- Parking calculations in compliance with Abbotsford Zoning Bylaw (Section 150) - Required for all new restaurants, assembly occupancies or any change of occupancy proposing an increased occupant load.

Floor Plan

- Demolition plan (existing layout before proposed changes)
- Proposed floorplan layout (drawn to scale, fully dimensioned and all rooms labelled)
- Reflected Ceiling plan (T-bar layout, light fixture locations, diffuser locations, etc.)
- Identify required fire separations
- Show all door and window locations and sizes
- Show travel distances to all required exits or means of egress
- Accessibility requirements for persons with disabilities shown
- Occupant Load calculations shown
- Washroom fixture calculations shown

Cross Section

- Wall and Ceiling heights
- Identify the adjacent occupancies (above and below in a multi-storey building)
- Identify required fire separations
- Provide any assembly details and specifications for all walls, floors, and ceilings affected or included in the scope of work

Elevations (only required if exterior alterations proposed)

- Planning Approval required