

Architectural Control District Application

#	Document Name	Description	Required / Optional
1	Site Plan	Site Plan to include north arrow, labelled streets and lanes, dimensioned buildings, property lines and setbacks, building layouts and dimensions, the location and dimensions of all landscaping elements, sidewalks, driveways, parking and loading areas, including the number of parking spaces	Required
2	Elevation, Sections, and Renderings	Exterior elevations of each façade to scale showing existing built context (if any) on either side of site. Material information must be identified.	Required
3	Project Description	Written statement, with illustrations as needed, conveying the proposal's urban design and architectural concept and its response to the provisions outlined in the AC1- DCD1 or AC2-B5B Architectural Control Zone Overlay.	Required
4	Letter of Consent	If the applicant is not the owner of the property, a letter of consent will need to be submitted (form is accessible through the ePermitting application).	Optional
5	Material Board	Sample of building material finishes	Submitted in person to City Hall