

Form L – Architectural Plans Acknowledgement and Consent Form

This submission form must be completed by an architect registered with the Architectural Institute of British Columbia (unless the services of an architect are not required) and accompany the Architectural Plans. **Please refer to the Architects Regulation to confirm what proposals require architectural services.** Full size hard copy plans may be required upon request.

Please check off which of the following has been included on the Architectural Plans:

- Civic address of the site and a location map
- See [Site Plan](#) requirements

Context Plans including:

- Existing/proposed buildings, trees, vegetation, road and other major features within the site, on abutting properties and in the public realm
- Spot elevations to illustrate grading related to the surrounding context, including sections for sites and abutting lands with significant topographical changes
- Contextual streetscape elevations which include: (a) the street fronting elevation of the proposed building(s), (b) the street fronting elevations of the buildings on the 3 lots to the left and 3 lots to the right, and (c) a greater urban context plan where warranted
- Context photos including: (a) an aerial photo of the subject site and the surrounding area, with the proposed development/building footprints superimposed on the site, and (b) photos of the surrounding developments/buildings, laid out around and pointed to on the aerial photo

Plans including:

- Floor plans and roof plans for all buildings and unit plans for residential buildings
- Full façade elevations of buildings and structures on all sides with exterior finishes and colours indicated, and dimensions and/or geodetic elevations showing building heights to the roof ridge and mid-roof or top of a flat roof
- If applicable, internal streetscape elevations
- Typical cross sections of the proposed building(s) at a scale not smaller than 1:200
- Enlarged details of special design features
- Proposed locations, dimensions and finishing materials of all building and site signage
- Amenity facilities

Note: Following the first round of review, perspective drawings may be required, including character sketches which include proposed landscaping and show adjacent buildings. For major projects, the applicant may be requested to provide a 3-D model.

For a **Liquor Licence** application, please include a clearly dimensioned layout of the premises, washrooms, patio space and/or lounge area(s), and show seating capacity and occupancy load analysis.



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If any of the above has not been included, please explain below:

Acknowledgement and Consent Form

When drawings, documents or reports are submitted to the City of Delta as part of the application process, the owner/author of these submissions (e.g., surveyors, consultants, etc.) must acknowledge they have met the minimum submission requirements and consent in writing to allow their work to be reproduced (e.g., photocopied, scanned, etc.) by the City of Delta and the Land Title Office.

1. The undersigned warrants that they are the owner(s) (the “Owner”) of the copyright for the Architectural Plans (the “Work”) prepared for:

SITE ADDRESS

CLIENT NAME

2. The Owner acknowledges and consents to the reproduction of the Work by the City of Delta for the purpose of inclusion of the Work in Council reports and/or information packages prepared for any Public Hearing held pursuant to requirements of the *Local Government Act*, as amended, or any bylaw or policy of the City of Delta, and to the provision of copies to interested members of the public prior to or at the Public Hearing.
3. The Owner also acknowledges and consents to the reproduction of the Work and attachment of the reproduction to any document where such document may be required for filing in the Land Title Office.
4. The Owner understands it may, in writing, request the City of Delta that any reproductions made of the Work be stamped that it not be further reproduced or used without permission of the author.
5. The Owner also acknowledges and understands that the Work may also be made subject of a request under the *Freedom of Information and Protection of Privacy Act*, as amended, and that the reproduction by the City of Delta of the Work pursuant to such a request is not a breach of copyright.

ARCHITECT SIGNATURE

DATE

ARCHITECT NAME (Please Print)



Application Centre, Development Department

Contact Us: 604-946-3380 or Development@delta.ca

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