

This is a high level guide on how to submit Zoning Preliminary Review applications using the ePLAN Portal. Detailed instructions on using the ePLAN Portal and Digital Review Software can be found in our [ePLAN Steps to Success](#) online guide.

WHAT ARE ZONING PRELIMINARY REVIEWS?

Zoning Preliminary Reviews (ZPR) are offered for low rise residential, multiple residential and non-residential projects. The optional service includes a review of preliminary plans and documentation to determine a proposed project’s compliance with current zoning by-laws prior to the submission of either a building permit or a Planning Act application.

DETAILED INFORMATION OF NEW APPLICATION

Choose the following settings when submitting your request for a sign application:

Permit Type:	<i>Building Preliminary Reviews</i>
Application Type:	<i>Zoning Preliminary Review</i>
Sub Type:	<i>(Choose applicable building type, OR Land Division if the ZPR is to facilitate a Consent Application)</i>
Work Type:	<i>(Chose applicable scope of work)</i>

↑
Apply For Permit

Choose Permit Type

🏢
Non-Housing Permits

🏠
Housing Permits

🏠
Production Housing (New Development Approvals)

🔨
Demolition Permits

🏠
Temporary Event Structures

🚧
Sign Permits

🏊
Pool Enclosures

📋
Building Preliminary Reviews

PROJECT DESCRIPTION

When entering the project description, describe the nature of the project.

Example: 2 storey detached dwelling

SUBMISSION REQUIREMENTS

The following items must be uploaded for a ZPR application. All uploaded files must comply with our ePLAN Submission Standards, available at www.markham.ca/eplan.

DRAWINGS

	ZPR Type				
	Low Rise Residential	Interior Alterations	Multiple Residential	Non-Residential	Land Division / Consent
Site Plan	Required	Required	Required	Required	Required if existing buildings/structures are to be retained or if new buildings or structures are proposed.
Elevations	Required	N/A	Required	Required	
Floor Plans	Required	Required	Required	Required	
Parking Calculations	N/A	Required	Required for Mixed Use	Required	
Draft R-Plan	N/A	N/A	N/A	N/A	Required
Draft Surveyors Certificate	N/A	N/A	N/A	N/A	Required

DOCUMENTS

1. Zoning Preliminary Review Checklist

ZPR TYPES AND FEES

The fee for this service is based on the type of project being reviewed. Unless otherwise noted, fees are per building. Current fees are posted on the [Fee Schedule](#) available at www.markham.ca/building

ZPR Type	Scope of Work Included
Low Rise Residential	New Buildings: <ul style="list-style-type: none"> - Single detached houses - Semi-detached houses (per unit) - Townhouse (per unit) Additions and / or Alterations to housing Residential accessory buildings (sheds) Accessory Apartments Decks, Porches, Driveways
Interior Alterations	Non-Residential (per premises)
Multiple Residential	New Buildings
Non-Residential	New Buildings Additions

Land Division / Consent	Where land division is proposed, a single application can be made for both the retained and conveyed lots. Fees will be charged on a per lot basis, based on the scope of work proposed.
-------------------------	--