

### Helpful Hints when creating a Location Site Plan acceptable to Council

1. The property boundary may or may not be the same as the boundary of the shop or the adjoining shops.
2. The plan should relate to the property boundary.
3. The related property boundary should be shown on the plan.
4. The initial measurements for the first lease area should be from one of the corners of the property boundary. The initial measurements for other lease areas (if any) should be from one of the corners of the property boundary or from the lease areas measured previously.
5. The initial measurements should be shown clearly on the plan.
6. The boundary of the lease areas and their dimensions (width and length) should be recorded clearly on the plan.
7. The North direction should be shown of the plan.
8. Road names should be shown on the plan.

**The plan should be drawn to the scale noted on the plan.**

