

# Development Variance Permit Application

District of Saanich

## Part 2

tel 250-475-5471 fax 250-475-5430  
www.saanich.ca

### Development Details

Current Zoning \_\_\_\_\_ Property Size (m<sup>2</sup> or ha) \_\_\_\_\_

Existing Use \_\_\_\_\_

Describe Proposal \_\_\_\_\_

### Requested Variances

Zoning Bylaw Schedule & Requirement	Permitted	Proposed	Difference
<i>Example</i> (Schedule 601.6(b) – Building Height)	(9.0m)	(9.5m)	(0.5m)

(attach additional information to clarify)

### Justification and Support

\_\_\_\_\_  
\_\_\_\_\_

(attach additional information to clarify)

## Contaminated Sites – Site Disclosure Statement

Pursuant to the *Environmental Management Act*, an applicant is required to submit a Site Disclosure Statement for a property that is/was used for commercial or industrial purposes as defined within Schedule 2 of the *Contaminated Sites Regulation*.

### Schedule 2 – Contaminated Sites Regulation

[https://www.bclaws.gov.bc.ca/civix/document/id/complete/statreg/375\\_96\\_04](https://www.bclaws.gov.bc.ca/civix/document/id/complete/statreg/375_96_04)

Yes <input type="checkbox"/>	Is/was the property used for commercial or industrial purposes as per <b>Schedule 2</b> (link above)
No <input type="checkbox"/>	

### If yes, the following is required:

- Completed Site Disclosure Statement – Signed by an owner of the land or operator of a site on the land for which the Site Disclosure Statement applies
- \$100 Site Disclosure Statement processing fee

### Additional information regarding contaminated sites is available at:

<https://www2.gov.bc.ca/gov/content/environment/air-land-water/site-remediation/identifying-sites-that-may-be-contaminated>

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### Information Required for Submission

Consult with staff to determine which items are applicable to your submission. Additional information may be requested during application review. Note: Following not required if associated with Subdivision application.

Documentation Required
<b>Title Search</b> Current copy (no older than 30 days prior to date of submission), including relevant covenants, rights-of-way & easements
<b>Site Profile</b> A completed Site Profile for Contaminated Sites if required under <i>Contaminated Sites Regulations</i> (see opposite side)
<b>Community Comments</b> Include any comments from neighbours/community associations

Data Table Information
Owner & Designer/Architect
Civic & legal address
Project description
Site area & site coverage (net after dedication of road & park)
Total floor area & floor space ratio (FSR)
All setbacks
Number & type of units
Parking requirements & calculations
Height of building
Variance(s) requested

	Plan Submission Details (all plans must be submitted in metric only)
<b>Site Plan</b> same scale as Landscape Plan	North arrow and scale
	Dimensions of property lines, rights-of-way, easements
	Dimensions & setbacks of all buildings & structures; separation to all buildings on and off site
	Location of existing & proposed access, sidewalks, curbs, boulevards, edge of pavement & transit stops <i>at grade</i>
	Location, numbering & dimensions of all vehicle and bicycle parking, disabled persons' parking, electric vehicle charging infrastructure, vehicle stops & loading <i>at grade</i>
	Natural & finished grades of site, at buildings & retaining walls (indicate source of grade data)
	Locate all water lines, wells, septic fields, sanitary sewer & storm drain facilities, including sizes
	Locate high water mark, top of bank, natural boundaries, watercourses & riparian area on or within 30 m of property
<b>Floor Plans</b> min. scale 1:100	Location & dimensions of free-standing signs (relating to DVP)
	Identify requested variance(s)
<b>Elevations</b> min. scale 1:100	Uses of spaces & building dimensions
	Building finishes, materials & colours (including product numbers and sample colour chips of exterior finish colours)
	Natural, average natural and finished grades; finished floor elevations, roof & building height elevations; average natural grade calculation
	Locations & sizes of roof mechanical equipment, stairwells, and elevator shafts that protrude above the roof
<b>Landscape Plan</b> same scale as site plan	Building signage details (locations, type, dimension, illumination)
	If required to demonstrate requested variance(s)

### Complete Application

- Fully completed application form (this form)
- Six sets of plans - Minimum of 2 colour sets and 4 black and white sets of plans
- One additional site plan and landscape plan – in colour
- One complete set of colour plans reduced to 11" x 17" (tabloid) format
- Copy of current (no older than 30 days) Certificate of Title
- Fees