

## 2.3 Pre-Application questions

Before submitting an application for a garden suite, we recommend that you spend some time investigating the following pre-application questions. The information gathered will help you identify potential issues and prepare your submission.



### 1 Zoning and Building Code

(Need help? Visit the Planning Department)

1. Does your lot meet the basic eligibility requirements for a garden suite?
- Is your lot a minimum of 400 m<sup>2</sup>? Yes/No
  - Is your lot a minimum of 12 m wide? Yes/No
  - Is your lot zoned Single Family Dwelling (e.g., RS-6)? Yes/No
  - Is your lot inside the Garden Suite Area (Sewer Service Area)? Yes/No

2. What lot size category does your property fall within?
- Small (400-559 m<sup>2</sup>)
  - Medium (560-999 m<sup>2</sup>)
  - Large (1000 m<sup>2</sup> plus)

3. Will you need to vary any of the zoning regulations for your garden suite?

4. Where will you put a 1.0 m wide pedestrian pathway to access the garden suite?

5. Where will you locate one additional parking space for the garden suite (3 spaces in total)?

6. Do you have an existing accessory building on your property?
- Where is it located?
  - What is the area in square metres?
  - Approximately when was it constructed?
  - How will your accessory building contribute to your total lot coverage?

7. Do you have a secondary suite in your house?
- If yes, how will you decommission it?

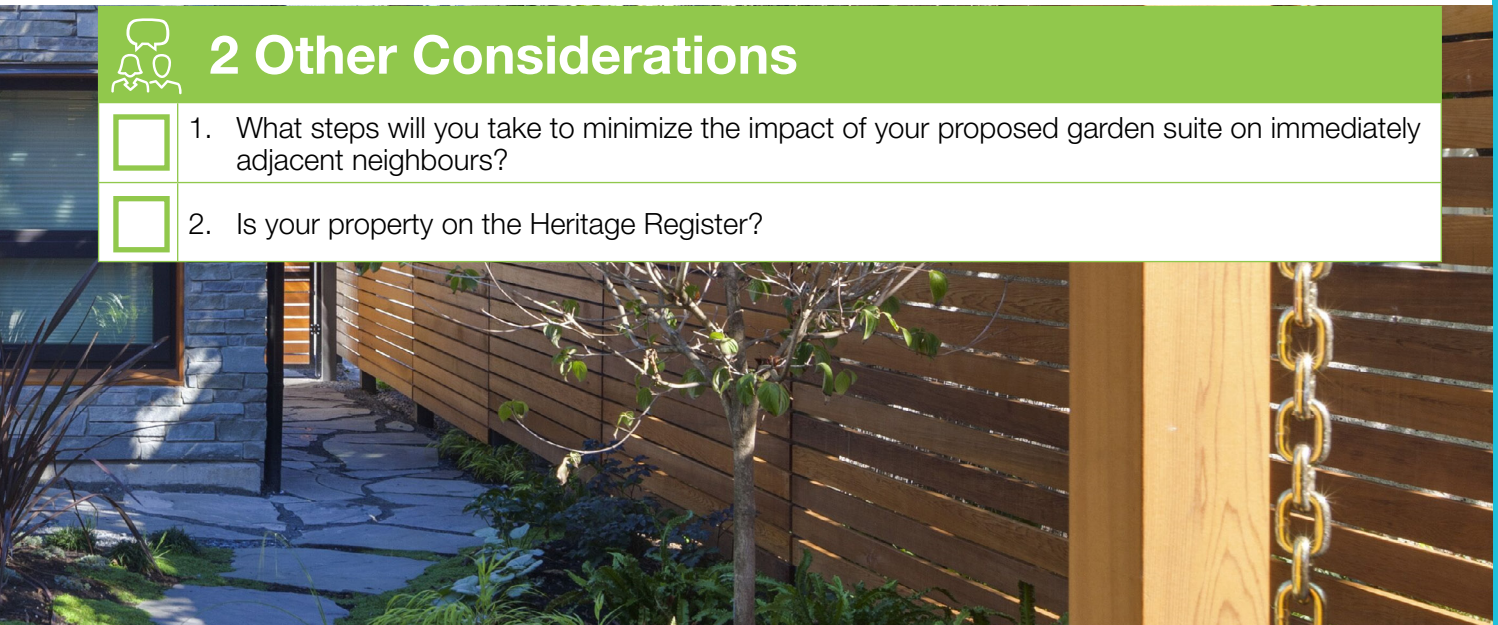
8. Are you aware of any encumbrances (e.g. a covenant) on your property that could impact your ability to build a garden suite?



### 2 Other Considerations

1. What steps will you take to minimize the impact of your proposed garden suite on immediately adjacent neighbours?

2. Is your property on the Heritage Register?





### 3 Servicing (Need help? Visit the [Engineering Department](#))

1. Do you have a storm sewer connection?

2. Where are your services located? (Check [saanich.ca/saanichmap](http://saanich.ca/saanichmap))

3. What is the size of your water service? (Check [saanich.ca/saanichmap](http://saanich.ca/saanichmap))

4. What route will your services take from the municipal connection to the garden suite?

5. Are you proposing a garden suite on a corner lot, and if so, do you require a second driveway?

6. Are there any easements or statutory rights-of-way on your property? (Check your property title)

7. Do you have a stormwater tank on your property and, if so, where is it located?



### 4 Trees (Need help? Visit the [Parks Division](#))

1. How many trees do you have on your property? (estimate)

2. Where are they located? (draw them on a site plan)

3. Are there any **protected trees**? ([Tree Protection Bylaw No. 9272 - Highlights for Property Owners](#))

4. Which trees would be impacted by the garden suite?

- Approximately how tall are they?
- Approximately how wide are they?
- What species are they?
- Are they protected trees?



### 5 Environmental (Need help? Visit the [Planning Department](#))

1. Is your lot in the Streamside Development Permit Area? (check [saanich.ca/saanichmap](http://saanich.ca/saanichmap))

2. Are you proposing to build a garden suite in a floodplain? (check [saanich.ca/saanichmap](http://saanich.ca/saanichmap))

3. Are there any natural features such as rock outcroppings or a creek/stream on your property?