

Development Permit for Garden Suites Application



District of Saanich
 Planning Department
 770 Vernon Avenue, Victoria BC V8X 2W7

Part 1 tel 250-475-5471 fax 250-475-5430
www.saanich.ca

New Garden Suite Building Conversion Variance(s) being requested: Yes No

Description of Property

Civic Address _____ PID _____

Legal Lot _____ Block _____ Section _____ Range _____ Plan _____

Contacts Please print clearly.

Applicant

Company		Name (Company Representative)	
Address		City	Postal Code
Email	Phone	Cell	Fax

Release of Information - Consent

***If Applicant is the Owner (Owner/Applicant):** Do you consent to the release of your personal contact information (address and phone number) for the purposes of processing this application, including public viewing, posting to the Saanich website, Permit and Development Tracker, and sign postings.

YES NO

The undersigned owner or authorized agent of the owner makes an application as specified herein, and declares that the information submitted in support of the application is true and correct in all respects.

Applicant's Signature (required)	Date
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This collection of personal information is authorized under the *Local Government Act*, *Community Charter* and section 26(c) of the Freedom of Information and Protection of Privacy Act. The information will be used for processing this application. Questions can be directed to the District's Privacy Officer at: 770 Vernon Avenue, Victoria BC, V8X 2W7, t. 250-475-1775, e. foi@saanich.ca

Planning Administration only	Comments checked in Tempest Land <input type="checkbox"/> YES <input type="checkbox"/> NO	Notes:
	Applicant advised of Comments <input type="checkbox"/> YES <input type="checkbox"/> NO	
	(SDPA, FIDP, ALR, HERITAGE) – Circle applicable comment(s)	
	Folder Number	Received by:
Local Area		

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Civic Address _____

Authorization

Authorization *The owner(s) of the property, hereby authorize and appoint _____ as the agent for the purposes of the submitted application.* *Print Name*
All communication and correspondence regarding this application shall be directed to the applicant.

All registered owners on Title must be listed and a signature provided.

Owner 1:

Owner Name (or Company Representative with Signing Authority)		Name	
Address		City	Postal Code
Email	Phone	Cell	Fax
Registered Owner Signature (or Company Representative with Signing Authority)			Date

Secondary Suite Acknowledgement

The owner understands that a property is **not permitted** to have both a secondary suite and a garden suite. Please check the applicable option for your application:

- I acknowledge that I **DO** currently have a secondary suite and I understand and agree that I will be **required to decommission** the secondary suite should I be approved a garden suite.
- I acknowledge that I **DO NOT** currently have a secondary suite and I understand that should I be approved a garden suite, I will not be permitted to have a secondary suite in the future.

Owner 2:

Owner Name (or Company Representative with Signing Authority)		Name	
Address		City	Postal Code
Email	Phone	Cell	Fax
Registered Owner Signature (or Company Representative with Signing Authority)			Date

Secondary Suite Acknowledgement

The owner understands that a property is **not permitted** to have both a secondary suite and a garden suite. Please check the applicable option for your application:

- I acknowledge that I **DO** currently have a secondary suite and I understand and agree that I will be **required to decommission** the secondary suite should I be approved a garden suite.
- I acknowledge that I **DO NOT** currently have a secondary suite and I understand that should I be approved a garden suite, I will not be permitted to have a secondary suite in the future.

Contaminated Sites

Pursuant to the *Environmental Management Act*, an applicant is required to submit a Schedule 1 - Site Profile for a property that is/was used for commercial or industrial purposes as defined within Schedule 2 of the *Contaminated Sites Regulations*.

Please indicate if the subject property qualifies for the following major exemption for requiring a Site Profile:

The property has always been used for residential purposes

If a major exemption does not apply (e.g. there is a Schedule 2 activity associated with the site), then you must complete a Schedule 1 – Site Profile and pay the processing fee (\$100) to the Municipality.

Additional information regarding contaminated sites is available at:

<https://www2.gov.bc.ca/gov/content/environment/air-land-water/site-remediation/site-identification>