

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 (m² 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

Pursuant to the *Environmental Management Act*, an applicant is required to submit a completed Schedule 1 - Site Profile on properties that are/were used for purposes indicated on Schedule 2 (see application package) of the *Contaminated Sites Regulations*.

To determine if a Schedule 1 - Site Profile is required, please indicate if:

Yes <input type="checkbox"/>	The property has been used for commercial or industrial purposes	Yes <input type="checkbox"/>	Future construction on the property as a result of this application will require soil removal
No <input type="checkbox"/>		No <input type="checkbox"/>	

If **both** are **Yes**, refer to Schedule 2 to determine if a Schedule 1 - Site Profile is necessary and indicate below.

- YES - A completed Schedule 1 - Site Profile and Schedule 2 are required to be submitted (including a \$100 processing fee) to the Municipality.
- NO - A Schedule 1 - Site Profile is not required (there is no Schedule 2 activity associated with the site) – Copy of Schedule 2 provided.

If either or both are No:

- NO - A Schedule 1 - Site Profile is not required – Copy of Schedule 2 provided.

Additional information regarding contaminated sites is available at:

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

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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
Title Search Current copy (no older than 30 days prior to date of submission), including relevant covenants, rights-of-way & easements
Site Profile A completed Site Profile for Contaminated Sites if required under <i>Contaminated Sites Regulations</i> (see opposite side)
Community Comments 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)
Site Plan 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, 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
Floor Plans min. scale 1:100	Location & dimensions of free-standing signs (relating to DVP)
	Identify requested variance(s)
Elevations 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
Landscape Plan 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