

# 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

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
<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
<b>Landscape Plan</b> same scale as site plan	Locations & sizes of roof mechanical equipment, stairwells, and elevator shafts that protrude above the roof
	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