



The Corporation of the District of Saanich
770 Vernon Avenue, Victoria, BC V8X 2W7
Phone: 250-475-1775 Fax: 250-475-5440 Email: clerksec@saanich.ca

BOARD OF VARIANCE APPLICATION FORM

Required Information to be submitted at least 21 days prior to meeting:	For Office Use Only											
<ul style="list-style-type: none">Detailed letter explaining variance & hardshipSite plan – to scale, showing dimensions & area of site, structures, setbacks & trees where applicableFloor plans and/or elevations required, when appropriatePlans should be maximum of 11" x 17"Letter of Assurance from BCLS required for all height relaxations <p>Full details of meeting dates, deadlines and required information available at www.saanich.ca - Board of Variance</p>	<table border="1"><thead><tr><th>Tidemark ✓</th><th>Web ✓</th></tr></thead><tbody><tr><td>Application:</td><td>Agenda:</td></tr><tr><td>Results:</td><td></td></tr><tr><td>Minutes:</td><td>Minutes:</td></tr><tr><td>Correspondence:</td><td></td></tr></tbody></table>	Tidemark ✓	Web ✓	Application:	Agenda:	Results:		Minutes:	Minutes:	Correspondence:		
Tidemark ✓	Web ✓											
Application:	Agenda:											
Results:												
Minutes:	Minutes:											
Correspondence:												
	Copied to: Planning : Development Date:											

ADDRESS OF PROJECT: _____

Legal Description: Lot _____ Section _____ Block _____ District _____ Plan _____

Zoning & Present Use: _____ Building Permit Applied for: Yes _____ No _____ Issued _____

Is this variance required to legalize a building or structure that has already been constructed? Yes _____ No _____

Owner: _____ Address _____

Phone/Cell & Email _____ Postal Code _____

Applicant: _____ Address _____

Phone/Cell & Email _____ Postal Code _____

Please indicate type of Variance(s) requested (✓)

Exterior Side Lot Line		Building Height	
Interior Side Lot Line		Tree Removal	
Front Lot Line		Allowable Floor Space in Non Basement Areas	
Rear Lot Line		Other (provide details): eg: fence height; sea wall height; projection into side yards; combined sideyard	

I hereby declare that the information submitted in support of this application is, to the best of my knowledge, true and correct in all aspects, and further that my plans have no conflict with municipal bylaws other than those applied for within this application.

_____ Applicant/owner

Fee: \$200 – non refundable

_____ Date

The information on this form is collected under the authority of the *Local Government Act*, Section 962. The information provided will be used to assess an appeal to the District of Saanich's Board of Variance. If you have any questions about the collection and use of this information, please contact the Municipal Clerk, Telephone (250) 475-1775 or by email at clerksec@saanich.ca