

# Development Variance Permit Application

District of  
Saanich

Part 2

tel 250-475-5471  
fax 250-475-5430

Development Details

Current Zoning \_\_\_\_\_ Property Size (m<sup>2</sup> or ha) \_\_\_\_\_

Existing Use \_\_\_\_\_

Describe Proposal \_\_\_\_\_

Requested  
Variances

Bylaw Section & Requirement	Permitted	Proposed	Difference
<i>Example (Section 204.7 – Building Height)</i>	<i>(9.0m)</i>	<i>(9.5m)</i>	<i>(0.5m)</i>

(attach additional information to clarify)

Justification  
and Support

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(attach additional information to clarify)

Site Profile for  
Contaminated  
Sites

Pursuant to the *Environmental Management Act*, an applicant is required to submit a completed "Site Profile" on properties that are/were used for purposes indicated in Schedule 2 of the *Contaminated Sites Regulations*. Please indicate if:

yes    no  
     the property has been used for commercial or industrial purposes; and,

yes    no  
     soil removal will be required as part of this proposed application.

If **both** of these are applicable (yes), consult with Schedule 2 to determine if a Site Profile is necessary and indicate below. Additional information regarding contaminated sites is available from the Municipality or at <http://www.env.gov.bc.ca/epdiv/>.

- A Site Profile is required. A \$100 processing fee shall be submitted to the Municipality with a completed site profile.
- A Site Profile is not required

# Development Variance Permit Application

District of  
Saanich

## Part 2

tel 250-475-5471  
fax 250-475-5430

### 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>Certificate of Title</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, 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

- Six sets of plans
- Certificate of Title (current within 30 days)
- One additional site plan and landscape plan
- One set of reduced plans in tabloid (279mm by 432mm) format