

Development Application



District of North Saanich

Planning & Community Services
1620 Mills Road, North Saanich BC V8L 5S9

Phone: 250-655-5470 Fax: 250-656-0782
www.northsaanich.ca

Part 1

An application is submitted for one or more of the following:

- Rezoning/Bylaw Text Amendment
- OCP Amendment
- Development Permit
- Development Variance Permit

- Board of Variance
- Temporary Use Permit

Description of Property

Civic Address _____ **PID** _____

Legal Lot _____ Block _____ Section _____ Range _____ Plan _____

Contacts

Please print clearly.

Applicant

Name		Company	
Address		City	
Email		Postal Code	
Phone	Cell	Fax	

The undersigned owner/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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Owner

If the applicant is NOT the owner, complete "Owner's Authorization" form.

Name		Company	
Address		City	
Email		Postal Code	
Phone	Cell	Fax	

Any personal information provided in this application is collected for the purpose of administering the Local Government Act, and the bylaws of the municipality under the Local Government Act, and under the authority of those enactments. Questions about the collection of the information may be directed to the Freedom of Information Officer.

Office Use Only

Reviewed By	Date	File No.
Received	Received By	Folio No.
Required Documents		
Required Plans	Receipt No.	Fees
		\$

Forms of payment accepted:

CASH

CHEQUE

INTERAC



Part 2

Current Zoning _____ **Proposed Zoning** _____

Current OCP Designation _____

Proposed OCP Designation _____

Proposal Details

Property Size _____ **Existing Use** _____
 (m² or ha)

Describe Proposal _____

Justification and Support

Indicate compliance with the OCP or DP Area guidelines and include details of community benefits.

(attach additional information to clarify)

Services and Covenants

Services shall be provided in a manner acceptable to the Municipality. Proposals shall be reviewed and additional information may be required. Please complete the following:

- | | | | |
|--------------------------|--------------------------|--------------------------|--|
| yes | no | n/a | |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | preliminary investigation has been completed to determine possible site servicing options (storm, sewer, water and access); |
| yes | no | n/a | |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | servicing details are indicated on the submitted plans and/or attached brief, with reference to applicable land use and subdivision bylaws; and, |
| yes | no | n/a | |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | registered covenants have been reviewed and plans reflect requirements. |

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 | |
| <input type="checkbox"/> | <input type="checkbox"/> | the property has been used for commercial or industrial purposes; and, |
| yes | no | |
| <input type="checkbox"/> | <input type="checkbox"/> | soil removal is required as part of this proposed permit. |

If *both* of these are applicable (yes) consult with Schedule 2 of the *Contaminated Sites Regulations*, obtained from the Municipal Hall, to determine if a Site Profile is necessary. Additional information regarding contaminated sites is available at wlapwww.gov.bc.ca/epdiv/

Part 2

Information Required for Submission

Consult with staff to determine non-applicable (N/A) items. Additional information may be requested during application review.

Req'd	Rec'd	Documents & Models
		Copy of Certificate of Title Current copy (30 days or less), including relevant covenants, rights-of-way and easements
		Brief Rationale for Proposal Describe the justification and community benefit of the proposal
		Site Profile Complete "Schedule 1" from the <i>Contaminated Sites Regulations</i>
		Community Comments Include any comments from neighbours/community associations
		3-D Scale Model Show building massing, siting & relationship to adjacent sites

Development Summary (data table on plans)	
Owner & Designer/Architect	
Civic & legal address	
Project description	
Site area & site coverage	
Total floor area & floor area ratio (FAR)	
All setbacks	
Number & type of units	
Parking requirements & calculations	
Height of building	

Req'd	Rec'd	Plans	Details
		Sets of metric plans	Reduced sets of metric plans
		Site Plan metric scale only	North arrow and scale
			Dimensions of property lines, rights-of-way, easements
			Dimensions & setbacks of proposed & existing buildings & structures
			Location of existing & proposed access, sidewalks, curbs, boulevards, edge of pavement & transit stops
			Location, numbering & dimensions of all vehicle and bicycle parking, disabled persons' parking, vehicle stops & loading
			Natural & finished grades of site, at buildings & retaining walls
			Locate all existing & proposed 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
			Above ground services, equipment and exterior lighting details
			Location & dimensions of free-standing signs
		Storm water management and surface permeability	
		Include reference to BCLS site plan	
		Floor Plans min. scale 1:100	Uses of spaces & building dimensions
			Adaptable housing requirements (if applicable)
		Elevations min. scale 1:100	Building finishes, materials & colours
			Natural, finished grade & floor(s), roof & building height elevations
			Locations & sizes of roof mechanical equipment, stairwells, and elevator shafts that protrude above the roof line
			Examples of exterior finish colours
			Building signage details
		Landscape Plan scale as site plan	Location, quantity, size & species of existing & proposed plants, trees & turf
			Contour Information (2.0 m intervals)
			Major topographical features (water course, rocks, etc.)
			All screening (garbage/refuse collection), paving, retaining walls & other details
			Landscape Architect's landscape estimate

Additional Requirements

Municipal Specific Requirements
