



# DISTRICT OF NORTH SAANICH

Municipal Office, 1620 Mills Road, North Saanich, B.C. V8L 5S9  
Phone: 656-0781 Fax: 656-0782

## APPLICATION FOR DRIVEWAY ACCESS PERMIT

(Pursuant to By-law No. 1261)

I, \_\_\_\_\_, being the owner/agent, apply for a driveway access permit as shown on the attached site plan and staked at/on:

LOT \_\_\_\_\_ BLOCK \_\_\_\_\_ SECTION \_\_\_\_\_ RANGE \_\_\_\_\_ PLAN \_\_\_\_\_

FOLIO \_\_\_\_\_ SITE ADDRESS \_\_\_\_\_

I agree to construct a driveway access in conformance with the District of North Saanich "Driveway Standards" as attached, and conditions set out in the permit. I further agree to indemnify the District of North Saanich from any and all claims, demands, actions, suits or other proceedings by anyone, made or brought against the District of North Saanich by reason of, or arising out of the work covered by this application. I further agree to maintain the driveway access in good conditions and repair.

**CONSTRUCTION IS NOT TO COMMENCE PRIOR TO THE SITE ISSUANCE OF A CONTRACTOR'S PERMIT MEETING WITH THE DISTRICT WORKS INSPECTOR.**

Applicant Signature \_\_\_\_\_ (Owner/Agent) Date: \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_

Name of Owner/Agent of Owner (if different) \_\_\_\_\_

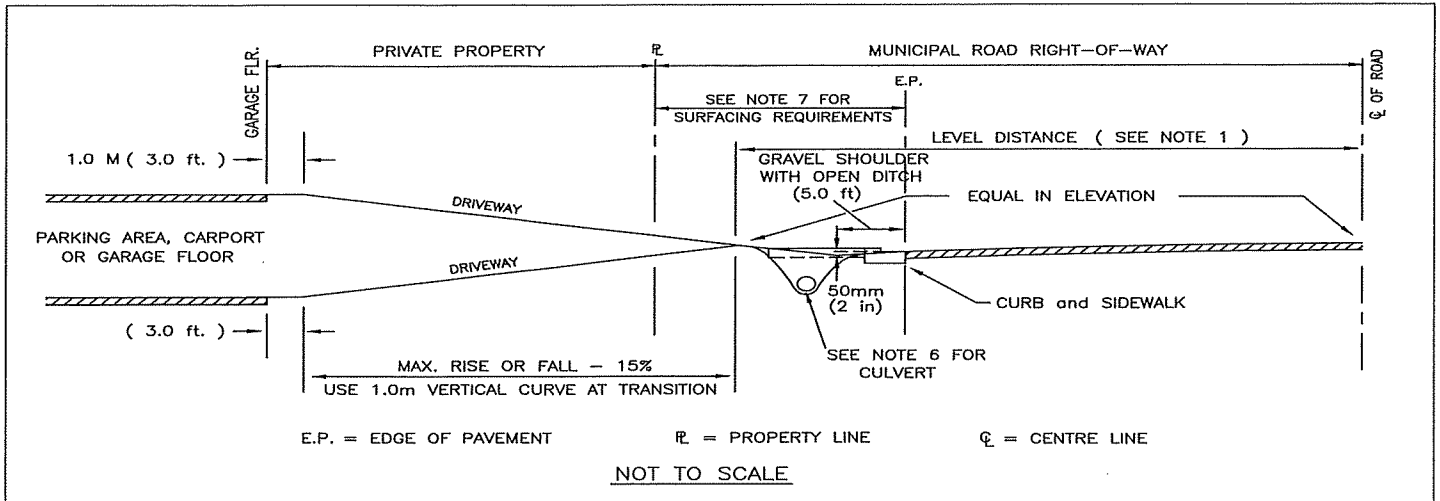
\*\*\*\*\*

Signature \_\_\_\_\_ (for Municipal Engineer) Date \_\_\_\_\_  
(Note: Not required if reviewing for a Building Permit)

\*\*\*\*\*

- |                               |                              |                             |
|-------------------------------|------------------------------|-----------------------------|
| Potential Steep Driveway?     | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| Engineering Plans Required    | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| Approval Required On-site     | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| Planning Review Received      | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| Boulevard Trees to be Removed | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| Utility Obstructions          | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| Fee: \$20.00                  | YES <input type="checkbox"/> | NO <input type="checkbox"/> |

**INCLUDE IN ENGINEERING STANDARD DRAWINGS  
ROAD WITH GRAVEL SHOULDER or CURB  
AND/OR POLICY**



**“ NOTES ”**

1. To allow for future road widening and sidewalk construction, the driveway and finished boulevard grade must be at the same elevation as the center of the existing road surface at the following level distance from the pavement centerline.
  - Residential Roads 7.5m (25 ft.)
  - Collector or Arterial Roads 8.5m (28 ft.)
  - Major Road To be determined by District Engineer
2. Where the center of the existing road surface is more than 1.5m off the center of the road allowance, measure the level distance from the center of the road allowance.
3. Wherever it applies, use water control to prevent excessive run-off from entering the roadway or private property. Divert water to an existing drainage system.
4. Driveway exceeding 10% will require the following:
  - 1) Driveway located on Municipal Road Right-of-Way to be rough graded to Engineering Dept. approval before a building permit is issued.
  - 2) Driveway located on Private Property to be rough graded to Fire Dept. approval before a building permit is issued.
  - 3) Driveway located on Development areas to be Planning Dept. approval before a building permit is issued.
5. Driveways are not to exceed 7 metres (23 feet) in width at property line.
6. Driveway culverts shall be supplied and installed by the District of North Saanich at the applicants expense. Any rock blasting required for culvert/driveway construction will be at an extra cost to the applicant.
7. That portion of the driveway situated within the Municipal Road Right-of-Way with no curb and no sidewalk shall be surfaced with asphalt or gravel. **NO CONCRETE DRIVEWAYS TO BE CONSTRUCTED WITHIN THIS AREA.**
8. Any required driveway restoration within the Municipal Road Right-of-Way will be restored in asphalt or gravel.

Exceptions to these standards will be allowed only at the discretion of the Municipal Engineer.

Owner's/Agent's Signature \_\_\_\_\_

PERMIT REQUIREMENTS  
ACKNOWLEDGED

DISTRICT OF NORTH SAANICH DRIVEWAY STANDARD
--