

## Plan Submission Checklist

### Plan Summary Information

- ❑ Owner/agent.
- ❑ Legal description and civic address.
- ❑ Number, type and size of tent sites.
- ❑ Site area and lot coverage.
- ❑ Provisions for potable water.
- ❑ Septic system and washroom facilities.

*This pamphlet is intended for general guidance only. Applicants should consult the Local Government Act, the Agricultural Land Commission Act, the Land Title Act, the District of Central Saanich Land Use Bylaw and other municipal bylaws for requirements and procedures.*

### Site Plan

- ❑ Location of all existing buildings and structures indicating setbacks to property lines and other buildings.
- ❑ Location and dimensions of proposed camping sites, access aisles and parking stalls.
- ❑ Location of all Municipal services (storm, water, sewer etc.) on and off site, and onsite septic fields.
- ❑ Location and type of permeable driveways and walkways.
- ❑ Location of garbage and recycling facilities.
- ❑ Lighting details.
- ❑ Location of existing trees, hedgerows or other significant landscape features.
- ❑ Major topographic features, including water courses, significant rock outcropping, etc.

### Landscaping (if applicable)

- ❑ Location of planting and quantities; species (recommend native species); plant size; existing trees and other vegetation to be retained (show all trees having a caliper of 10cm or greater).
- ❑ Vegetation retention plan.
- ❑ Garbage and recycling collection area's screening.
- ❑ Fencing and screening details.



## Central Saanich



# Temporary Use Permits Farm Camping

### Land Use Bylaw

The Land Use Bylaw was amended in 2008, for A-1 and A-2 zoned properties larger than 0.8 ha (2 acres) located in the Agricultural Land Reserve (ALR), to allow Farm Camping complying with specific requirements.

### Farm Camping and TCUP's

#### Farm Camping

*Means the use of a portion of a lot on which an agriculture use is being conducted, for the temporary accommodation of the travelling public in tents, on a seasonal basis, and for this purpose "temporary" means for not more than 30 consecutive days in one calendar year.*

A Temporary Commercial Use Permit (TCUP) issued by Council is required to authorize Farm Camping use.



*A complete application checklist is provided on the last page.*

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### Permit Requirements

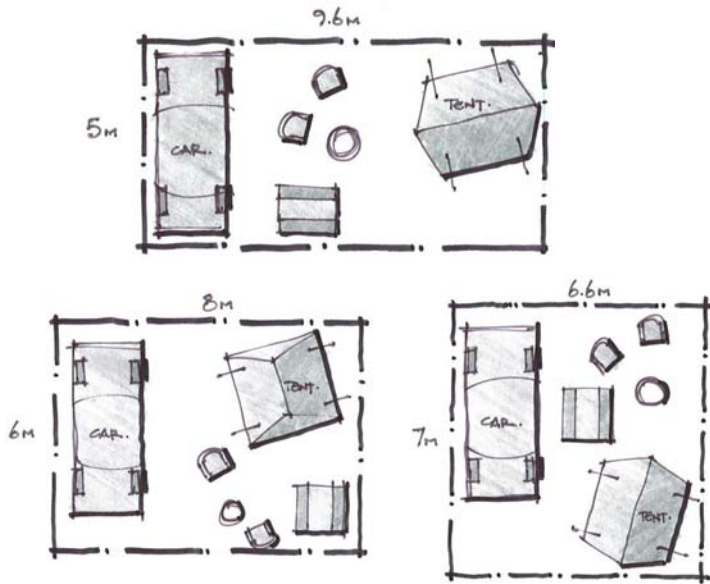
Prior to submitting an application, you are advised to discuss the proposal with Planning Department Staff.

The registered owner of the property or an authorized agent may apply for a Temporary Use Permit. The following information would be required as part of your application to the Planning Department;

- ◆ completed application form, including the owner's signature;
- ◆ applicable fees (application fee \$100.00; notification sign \$50.00);
- ◆ preliminary plans and written details of proposal;
- ◆ confirmation of farm use, such as Farm Assessment document; and,
- ◆ if required, BCLS survey certificate.

Additional information may be requested to clarify your application.

## Farm Camping Sites



The drawings above provide some options for camping site layout. The number of Farm Camping Sites allowed is based on the size of the agricultural property. The Land Use Bylaw states that not more than 2% of the area of the lot, for up to ten tent camping sites, at 48 m<sup>2</sup> (520 ft<sup>2</sup>) each. This ratio works as follow:

0.8 hectares (2 acres) = 3 campsites

2 hectares (5 acres) = 8 campsites

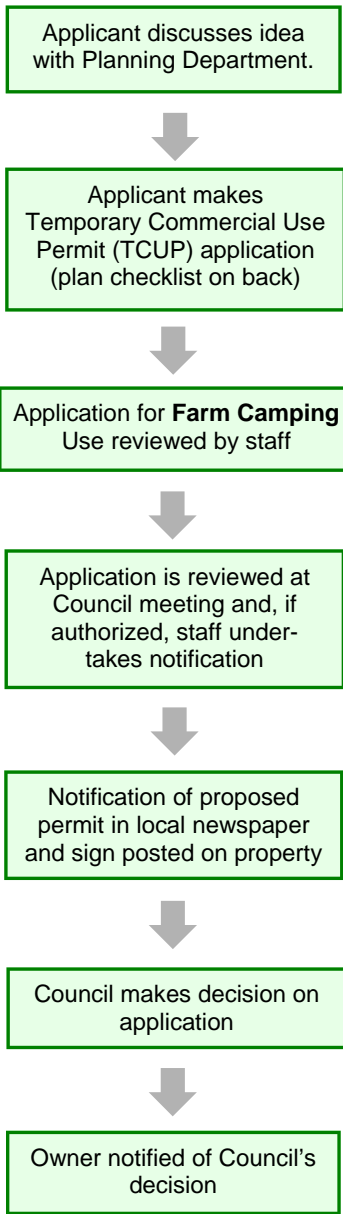
4 hectares (10 acres) = 10 campsites (max. allowed)

Minimum required setbacks to farm camping sites and related facilities are 10m from a public highway, side or rear yard; except when abutting a residential zone, a minimum of 15m is required for a side or rear yard.

## Additional Regulations

The Land Use Bylaw outlines the general conditions for Temporary Farm Camping Uses (see A-1 and A-2 zone regulations for specific details):

- ◆ The combined total of Bed and Breakfast bedrooms and tent sites shall not exceed ten;
- ◆ Only one tent is allowed on any tent site. No other structures, including decks, landings or site alterations are permitted;



- ◆ The tent site shall include a permeable parking area;
- ◆ No overnight sleeping is permitted in a vehicle;
- ◆ Permeable access roads shall not be used for parking and be adequate for emergency vehicles;
- ◆ Grey water and sewage disposal shall not be connected to each site, nor permitted on the ground. Any communal disposal shall be authorized by Vancouver Island Health Authority (VIHA);
- ◆ The tent site shall not be serviced directly by potable water, but be located within 120m of a water source;
- ◆ Fire pits are prohibited; and
- ◆ Exterior lighting shall be limited to providing safe use of common areas and not visible from roads or neighbouring properties.

## Permit Process

### Review

The TCUP application is circulated to the following municipal departments: Planning, Engineering, Building Inspections and Fire Inspections. In addition, outside agencies may also be involved in the review process. A report is prepared for Council consideration and for authorization of public notification.

### Notification

Notification of the proposed permit must be published in a newspaper before the permit is issued. The notice would state the purpose of the permit, property involved and where copies of the permit may be viewed. A notification sign shall be posted on the site for a minimum of 10 days prior to the decision being made. In addition, notification of the proposed temporary use is mailed out to all owners/occupiers within 100m of the subject property.

### Council's Decision

The owner will be notified in writing of Council's decision and any required conditions.