



Development Application



1903 Mount Newton Cross Road Saanichton BC V8M 2A9 250 544-4209 www.centrialsaanich.ca

This collection of personal information is authorized under the *Local Government Act, Community Charter and Freedom of Information and Protection Privacy Act*. The information will be used for processing this application. Questions can be directed to the District's Information and Privacy Officer at 250-652-4444 or municipal.hall@csaanich.ca.

Please check all that apply

- Land Use Bylaw or Text Amendment (Rezone)
- OCP Amendment
- Subdivision
- Development Variance Permit
- Development Permit Residential Infill
- Development Permit Form & Character
- Development Permit Environmental
- Temporary Use Permit or Renewal
- Liquor/Cannabis License
- ALR Exclusion
- Heritage Alteration Permit
- Amendment to Covenant, Development Permit/Agreement
- _____

Project Info

Address	Current Zoning
Current Land Title Certificate <input type="checkbox"/> ATTACHED	Project Description

Applicant

Contact Name	Company	
#/Street	City	Postal Code
Telephone	Cell	Email

Owner

Name/Company		
#/Street	City	Postal Code
Telephone	Cell	Email

The undersigned owner *OR* authorized agent of the owner* submits this development application and declares that the information submitted in support of the application is true and correct in all respects.

*** If the applicant is NOT the owner, or if multiple owners, please submit the OWNERS AUTHORIZATION FORM and confirmation of signing authority if numbered company.**

Applicant Signature	Date
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OFFICE USE		
Folder	Prospero file	Ref#
Folder	Prospero file	Ref#
Folder	Prospero file	Ref#

Development Required Documents and Details



Supporting Documents- All applications

<input type="checkbox"/>	Rationale Letter	Detail proposal, benefits, requested variances and project rationale
<input type="checkbox"/>	Current Certificate of Title and copies of Legal Documents listed on Land Title	
<input type="checkbox"/>	(1) set of 24x36 plans and (1) set of 11x17 plans	

Contaminated Sites Regulations

<i>If this project will require soil excavation, check (✓) below or indicate N/A</i>		
<input type="checkbox"/>	Property has been used for residential purposes only OR	
<input type="checkbox"/>	Property has been used for commercial or industrial purposes <i>(If used for commercial or industrial, refer to Schedule 2 of the Contaminated Sites Regulations and complete below)</i>	
<input type="checkbox"/>	Use NOT on list	OR <input type="checkbox"/> Use IS on list – Site Disclosure Statement and Fee is REQUIRED

Plan Checklist

	Calculations	Proposed zoning, lot area, lot coverage and floor area ratio
		Existing and new Geodetic elevations and building height
		Parking, loading and bicycle space numbers
		Total impermeable surface area (roof, paving, concrete patios etc)
	Site Plan	Property lines, proposed building setbacks, required variances
		Geodetic elevations at building, retaining walls etc
		Offsite improvements, access, grades, parking areas dimensions
		Location and design of any site signage proposed
		Service locations, sizes, (storm, sewer, water), rights of ways and easements
	Landscape Drawings	Location, size, species of plantings and trees, existing and new <i>(may require Arborists report, tree survey, protection plan, replanting plan and estimate)</i>
		Hard landscaping and surface materials
		Existing water bodies and water courses (streams, rivers, ditches etc)
		Surface storm water management features (rain gardens, swales, permeable paving)
		Location, materials and height of screening (garbage/recycling), fencing and retaining walls
		Estimated cost of landscaping from certified professional
	Floor Plan	Layout of exterior and interior walls, windows, doors, and uses of each space for new buildings
	Building Elevations	Elevations of all sides of the building, including exterior finishes and roof top equipment
		Average natural and finished grades on all elevations
		Streetscape of new development with existing surrounding buildings
		Exterior lighting details
		Location and details of any signs affixed to the building (Comprehensive Sign Plan)

Please review these requirements with your planner to determine those items applicable to your development and if any additional details are needed for your projects success.

Development Policies for Consideration



Amenity Contribution

New development should make a fair contribution to new community amenities, affordable housing, and other community needs, in order to meet the needs of a growing community and to address some of the impacts of growth. (See Council Policy O3.Fin for details)

Amenity Contribution **Target** Levels:

<input type="checkbox"/>	Affordable/Supportive Housing Community Amenity - \$2,000 per new unit/ lot or equivalent sq. metre total floor area commercial/industrial/institutional AND	Total \$
<input type="checkbox"/>	General Community Amenity - \$5,500 per new unit/lot or equivalent sq. metre total floor area commercial/industrial/institutional.	Total \$

OR

Consideration will be given to proposed amenity contributions at lower levels where the development application includes Non-Market and moderate income market rental housing components (*as defined in the Saanich Peninsula Housing Needs Assessment Report*)

<input type="checkbox"/>	Indicate alternative financial Amenity Contribution proposed:	Total \$
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OR

<input type="checkbox"/>	Indicate alternative Amenity Contribution proposed (road improvements, public art, etc.):
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Rental Housing

The District's **Development Cost Charges** may be reduced by 30% *if the development is eligible*. Indicate below if you intend to apply for reduction within 30 days of occupancy permit issuance:

<input type="checkbox"/>	Not for profit rental house development, including supportive living housing (eligible for a rent or capital housing subsidy from federal, provincial or public housing authority)
<input type="checkbox"/>	For profit affordable rental housing development (where the development is subject of an affordable housing agreement under Section 483 of the Local Government Act)

Energy Efficient Construction

Compliance with BC Energy Step Code is **Required**. Please indicate which Step is applicable for this proposal:

<input type="checkbox"/>	Step 3 for residential (Part 9) single family, townhouse, wood frame up to 6 storey buildings
<input type="checkbox"/>	Step 2 for office, retail or residential over 6 storey buildings
<input type="checkbox"/>	Step 1 for assembly occupancy or care facilities
<input type="checkbox"/>	Step _____ for this use _____ (Higher Step than required in order to apply for <i>Building Permit rebate</i>)

Climate Action and Transportation

Transportation systems that are safe, convenient and energy-efficient are important as awareness grows about the impacts to climate change, automobile dependency, sprawl and overall health. Indicate if including options below.

<input type="checkbox"/>	Bus passes	Details :
<input type="checkbox"/>	Car Share	
<input type="checkbox"/>	Other	
<input type="checkbox"/>	Electric Vehicle Charging Stations that are constructed with a dedicated 240-Volt line, capable of 50 Amps and has a NEMA (6-50) socket. Number and location shown on plans.	
<input type="checkbox"/>	Indicate if other innovative systems in place to limit GHG emissions (solar, geothermal, etc.)	

Development Application Fees *(as of September 1, 2021)*



Zoning or OCP Amendments

Zoning Amendment ¹		
<ul style="list-style-type: none"> Single Residential/Duplex – Minimum Fee OR \$360 per lot, whichever is greater Multiple Dwelling or Townhouse Non Residential or Mixed Uses 	(min) \$3,600 \$4,800 \$4,800	
Official Community Plan Amendment ¹	\$3,600	
Heritage Revitalization Agreement	\$3,600	
PLUS Public Hearing Fee (Rezoning/OCP/Heritage)	+ \$1,500	
Notification Sign	\$125	

Development Permits

Development Permits (<i>Form & Character, Environmental, Shoreline</i>)		
<ul style="list-style-type: none"> Delegated Minor (<i>without variances</i>) – i.e. Riparian, Shoreline Single Residential and Duplex² – Minimum Fee OR \$200 per lot whichever is greater (<i>includes variances</i>) Multiple Dwelling or Townhouse² – Minimum Fee OR \$100 per unit, whichever is greater (<i>includes variances</i>) Industrial or Commercial (<i>includes variances</i>) 	\$800 (min)\$2,500 (min)\$3,100 \$3,100	
Amendment to Existing Development Permit (<i>other than variances</i>)	\$800	
Development Permit for Signage (Delegated)	\$250	
Development Variance Permit	\$2500	
Notification Sign	\$125	
Development Permit Renewal	\$400	

Subdivisions and Stratas

Subdivision Application, Boundary Adjustment, Lot Consolidation	\$1500 + \$100/each lot	
PLA (Subdivision) Renewal Fee	\$375	
Strata Conversion Request	\$750	
Notification Sign	\$100	

Other Permits and Fees

Temporary Use Permit	\$2,500	
Temporary Use Permit <i>Farm Camping</i>	\$1,250	
Temporary Use Permit Renewal	\$1,500	
Temporary Use Permit Renewal <i>Farm Camping</i>	\$750	
ALR Exclusion Application	\$2,200	
PLUS ALR Exclusion Public Input Meeting	+ \$1,500	
Liquor/Cannabis Licence Application	\$2,500	
PLUS Liquor/Cannabis Licence Application Public Input Meeting	+ \$1,500	
Public Hearing Postponed by Applicant after notifications	\$500	
Heritage Alteration Permit	\$775	
Covenant or other Development Agreement Amendments	\$800	
Notification Sign	\$125	
Site Disclosure Statement (<i>formerly Site Profile</i>)	\$50	

¹ JOINT OCP Amendment/Rezoning Application - 75% of combined fees

² DP Rebate for Affordable Housing - with Registered Housing Agreement - 30% rebate on fee