Development Application

Part 1

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

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

- [x] Rezoning/Bylaw Text Amendment
- [ ] OCP Amendment
- [ ] Development Permit
- [ ] Development Variance Permit
- [ ] Board of Variance
- [ ] Temporary Use Permit
- [ ] _____

Description of Property

Civic Address 870 Towner Park Road PID 005-968-623

Legal Lot 2 Block _____ Section 16 Range 2 West Plan VIP5468

Contacts

Please print clearly.

Applicant

Name	Company
S.22(1)	
Address	**City**
S.22(1)	S.22(1)
Email	**Postal Code**
S.22(1)	S.22(1)
Phone	**Cell** / **Fax**
S.22(1)	

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
S.22(1)	Jan 29, 2026

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: Required Documents; Required Plans	Received By	Folio No.
	Receipt No.	Fees $

Forms of payment accepted: CASH CHEQUE INTERAC

Rezoning / OCP Amendment Application

Part 2

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

Current Zoning RA-1 **Proposed Zoning** _____

Current OCP Designation _____

Proposed OCP Designation _____

Proposal Details

Property Size (m² or ha) 44.3 m² **Existing Use** Demo site of old cottage

Describe Proposal See narrative attached

Justification and Support

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

See attached

(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	
☑	☐	☐	preliminary investigation has been completed to determine possible site servicing options (storm, sewer, water and access);
☑	☐	☐	servicing details are indicated on the submitted plans and/or attached brief, with reference to applicable land use and subdivision bylaws; and,
☑	☐	☐	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	
☐	☑	the property has been used for commercial or industrial purposes; and,
☐	☑	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 *Contaminated Sites Regulations*
		Community Comments Include any comments from neighbours/community associations
		3-D Scale Model Show building massing, siting & relationship to adjacent sites

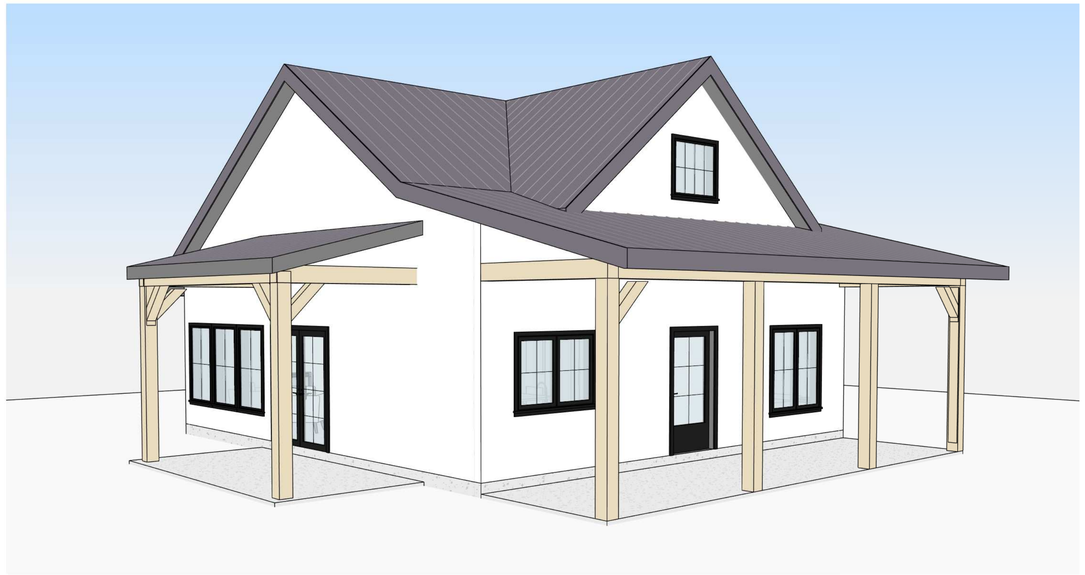
	Development Summary (data table on plans)
	Owner & Designer/Architect
	Civic & legal address
	Project description
	Site area & site coverage
	Total floor area & floor area ratio (FAR)
	All setbacks
	Number & type of units
	Parking requirements & calculations
	Height of building

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

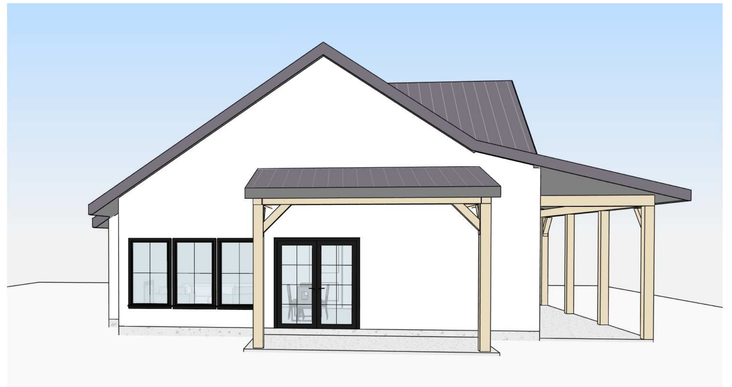
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1 3D VIEW 1



2 3D VIEW 2



3 3D VIEW 3

GENERAL NOTES:

1. DIMENSIONS PROVIDED SHALL TAKE PRECEDENCE OVER SCALE. CONTRACTOR TO VERIFY ALL DIMENSIONS OF BUILDING DESIGNER AND CONSULTANT'S DRAWINGS PRIOR TO WORK COMMENCEMENT. ANY DISCREPANCIES ARE TO BE REPORTED IMMEDIATELY. ANY NOTES ELSEWHERE ON THE PLANS THAT EXCEED THE REQUIREMENTS STATED IN THE GENERAL NOTES TAKE PRECEDENCE.
2. PRIOR TO ANY ALTERATION OR MODIFICATION OF PLANS OR DETAILS ON SITE, CONTRACTOR(S), TRADEPERSONS AND/OR HOMEOWNER(S) MUST CONTACT BUILDING DESIGNER TO CONFIRM BUILDING CODE AND/OR STRUCTURAL ENGINEERING REQUIREMENTS AND TO MAINTAIN ACCURACY AND COMPLETENESS OF PLANS.
3. FRAMING CONTRACTOR TO ENSURE THAT WINDOW & DOOR HEAD HEIGHTS ARE THE SAME AND CONSISTENT THROUGHOUT THE BUILDING
4. ALL NEW CONSTRUCTION TO MEET CURRENT BC BUILDING CODE 2024.
5. VENTILATION INTAKE AND EXHAUST TO MEET ALL BCBC REGULATIONS.
6. VENTILATION CHECKLIST TO BE COMPLETED PRIOR TO FRAMING INSPECTION.
7. SAFETY GLASS REQUIRED FOR ALL BATHTUB ENCLOSURES, SIDELIGHTS, AND GLASS IN DOORS.
8. EGRESS FROM ALL BEDROOMS TO MEET CURRENT 2024 BCBC REGULATIONS.
9. CARBON MONOXIDE ALARM LOCATIONS TO BE DETERMINED, AS PER BCBC 2024.
10. PHOTO-ELECTRIC/INTERCONNECTED SMOKE DETECTORS LOCATED AS PER BCBC 2024.
11. PROVIDE, AT MINIMUM, ROUGH IN FOR RADON GAS VENT TERMINALS CONFORMING TO BCBC 9.13.4 FOR ALL CONTIGUOUS AREAS UNDER THE SLAB.

BY COMMENCING CONSTRUCTION OF A BUILDING FROM THESE DRAWINGS, THE OWNER AND/OR BUILDER ACKNOWLEDGES THAT THE GENERAL NOTES HAVE BEEN READ AND UNDERSTOOD AS FOLLOWS.

THE FOLLOWING NOTES ARE TO BE INCLUDED WITH AND BECOME PART OF THE ATTACHED PLANS.

ALL WORK SHALL CONFORM TO THE CURRENT BUILDING CODES ADOPTED BY LOCAL AUTHORITIES HAVING JURISDICTION OR LOCAL BUILDING CODES AND BYLAWS WHICH MAY TAKE PRECEDENCE.

INNOVATE DESIGN COLLECTIVE SHALL NOT BE RESPONSIBLE FOR ANY VARIANCES FROM THE FINAL CONSTRUCTION DRAWINGS AND SPECIFICATION OR ADJUSTMENTS REQUIRED RESULTING FROM CONDITIONS ENCOUNTERED ON THE JOB SITE, AND IS THE SOLE RESPONSIBILITY OF THE OWNER OR CONTRACTOR.

THE OWNER OR BUILDER SHALL BE RESPONSIBLE FOR THE CORRECT SITING OF THIS HOME ON THE PROPERTY. INNOVATE DESIGN COLLECTIVE ASSUMES NO LIABILITY FOR PLANS COMPLYING WITH ZONING REGULATION, MUNICIPAL BYLAW, OR LOT CONDITIONS.

OWNER TO SUPPLY SITE PLAN, GRADE ELEVATIONS, LEGAL DESCRIPTION, NORTH DIRECTION, STREET NAME, AND LOCATION OF SERVICES, EASEMENTS AND RIGHT OF WAYS.

ALL MEASUREMENTS ON SITE PLAN TO BE GOVERNED AND APPROVED BY AUTHORITIES HAVING JURISDICTION BEFORE STARTING CONSTRUCTION.

WELLS AND SEPTIC DISPOSAL SYSTEMS TO BE LOCATED AND CONSTRUCTED IN ACCORDANCE WITH HEALTH AUTHORITIES HAVING JURISDICTION.

PROJECT DATA

PROPERTY OWNERS:	[redacted]
CIVIC ADDRESS:	870 TOWNER PARK ROAD
LEGAL DESCRIPTION:	LOT 2, SECTION 16, RANGE 2 WEST, NORTH SAANICH DISTRICT, PLAN 5468
PID#:	005-968-623
ZONE:	RA-1
PROJECT DESCRIPTION:	COTTAGE
BEDROOMS:	2
BATHROOMS:	1
SPACE CONDITIONING:	HEAT PUMP

SITE DATA

SITE AREA:	4.04 ha		
AVERAGE GRADE:	21.96		
BUILDING HEIGHT:	Allowed: 7.6M Proposed: 6.57M		
	Existing:	Proposed:	Total:
BUILDING FOOTPRINTS:	528.38m²	89.8m²	618.18m2
LOT COVERAGE:			1.5%

FLOOR AREAS

Level	Name	Area m2	Area SF
MAIN FLOOR	LIVING SPACE	89.8	966.6

SETBACKS:	MINIMUM:	PROPOSED:	MEETS CRITERIA?
FRONT (SOUTH):	7.6m	183.1m	Y
REAR (NORTH):	7.6m	10.3m	Y
SIDE (EAST):	7.6m	36.9m	Y
SIDE (WEST):	7.6m	152.6m	Y

PROJECT TEAM:

SURVEYOR:

Wey Mayenburg Land Surveying Inc.
#4-2227 James White Boulevard
Sidney, BC V8L 1Z5
250-656-5155

ENGINEER:

Greg Carson, GC Engineering
2148 Panaview Heights, Saanichton,
BC V8M 1M2
778-533-9242

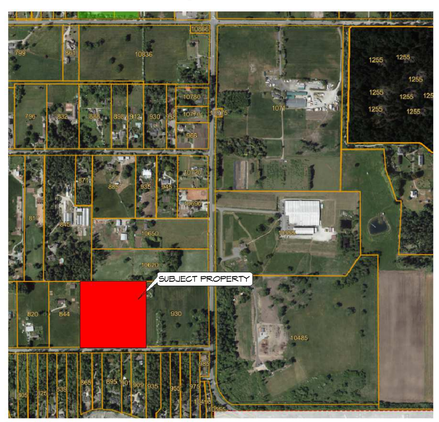
ENERGY ADVISOR:

Reed Cassidy, CEA, CPHC, RBO
Adapt Energy Advising
2740 Fifth St.
Victoria, BC V8T 1B2
250-516-0208

Sheet List

Sheet Number	Sheet Name
A1	COVER
A2	SITE PLAN
A3	BCLS
A4	FOUNDATION PLAN
A5	RADON CONTROL PLAN
A6	FLOOR PLAN
A7	ROOF PLAN
A8	ELEVATIONS
A9	SECTIONS
A10	DETAILS & SCHEDULES
A11	NOTES & RSI

VICINITY MAP - Courtesy of North Saanich GIS



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870 TOWNER PARK ROAD

NORTH SAANICH BC

BUILDING PERMIT

DATE	ISSUED FOR
2025/11/12	BUILDING PERMIT V.1
2025/11/18	BUILDING PERMIT V.2
2025/12/11	BUILDING PERMIT V.3

COVER

SHEET ISSUE DATE
2025-12-11

PROJECT NUMBER	Project Number
DRAWN BY	DD
CHECKED BY	DE

A1

SCALE As indicated



1 SITE PLAN
1" = 40'-0"

N

SITE DATA

SITE AREA:	4.04 ha		
AVERAGE GRADE:	21.96		
BUILDING HEIGHT:	Allowed: 7.6M Proposed: 6.57M		
	Existing:	Proposed:	Total:
BUILDING FOOTPRINTS:	528.38m²	89.8m²	618.18m2
LOT COVERAGE:			1.5%

SETBACKS:	MINIMUM:	PROPOSED:	MEETS CRITERIA?
FRONT (SOUTH):	7.6m	183.1m	Y
REAR (NORTH):	7.6m	10.3m	Y
SIDE (EAST):	7.6m	36.9m	Y
SIDE (WEST):	7.6m	152.6m	Y

PROTECTED TREE ROOT ZONE TO BE FENCED PRIOR TO CONSTRUCTION WHERE REQUIRED

CERTIFIED ARBORIST TO BE RETAINED, AT MINIMUM, TO SUPERVISE EXCAVATION OF PAD FOOTINGS, AND IF REQUIRED, TO PROVIDE TREE PROTECTION PLAN.

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870 TOWNER PARK ROAD

NORTH SAANICH BC

BUILDING PERMIT

DATE	ISSUED FOR
2025/11/12	BUILDING PERMIT V.1
2025/11/18	BUILDING PERMIT V.2
2025/12/11	BUILDING PERMIT V.3

SITE PLAN

SHEET ISSUE DATE
2025-12-11

PROJECT NUMBER	Project Number
DRAWN BY	DD
CHECKED BY	DE

A2

SCALE As indicated

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BC Land Surveyor's Site Plan Of:
Lot 2, Section 16, Range 2 West, North Saanich District, Plan 5468. P.I.D. 005-968-623

Civic Address: 870 Towner Park Road

10 8 8 4 2 0 10 20 30

Scale = 1: 500

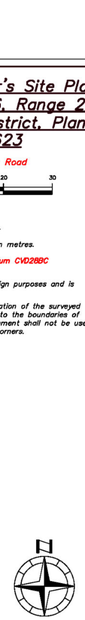
Dated this 13th day of August, 2024.

Distances and elevations shown are in metres.

Elevations are based on geodetic datum CVD28BC and derived from OCM 78H7393.

This site plan is for building and design purposes and is for the exclusive use of our client.

This document shows the relative location of the surveyed structures and features with respect to the boundaries of the parcel described above. This document shall not be used to define property lines or property corners.



The subject property is affected by the following registered documents: 111534G, FB324168, FB324169.

Wey Mayenburg Land Surveying Inc.
www.weysurveys.com
#4-2227 James White Boulevard
Sidney, BC V8L 1Z5
Telephone (250) 656-5155
File: 240182\SIT\NO

BCLS
NOT TO SCALE

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870 TOWNER PARK ROAD

NORTH SAANICH BC

BUILDING PERMIT

DATE	ISSUED FOR
2025/11/12	BUILDING PERMIT V.1
2025/11/18	BUILDING PERMIT V.2
2025/12/11	BUILDING PERMIT V.3

BCLS

SHEET ISSUE DATE
2025-12-11

PROJECT NUMBER	Project Number
DRAWN BY	DD
CHECKED BY	DE

A3

SCALE

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