



THE CORPORATION OF THE DISTRICT OF OAK BAY  
 MUNICIPAL HALL – 2167 OAK BAY AVENUE – VICTORIA B.C. V8R 1G2  
 PHONE (250) 598-3311 FAX (250) 598-9108 WEBSITE: [www.oakbaybc.org](http://www.oakbaybc.org)

This application, when submitted with the correct fee, will be forwarded to the Municipal Council for consideration. It is advisable to present suitable drawings and/or models in colour with your application.

Where consideration for rezoning is requested for an existing building, the building will be required to conform to present standards.

**DETAILED DRAWINGS ARE TO BE SUBMITTED FOR CONSIDERATION**

**PLEASE COMPLETE THE FOLLOWING**

A. Application For: (please check one)

|                          |   |                          |  |
|--------------------------|---|--------------------------|--|
| <input type="checkbox"/> | Development Permit  | <input type="checkbox"/> | Land Use Contract Amendment                  |
| <input type="checkbox"/> | Development Variance Permit                                       | <input type="checkbox"/> | Official Community Plan Amendment            |
| <input type="checkbox"/> | Development Variance Permit<br>(RE: Section 4.13 of Zoning Bylaw) | <input type="checkbox"/> | Temporary Commercial & Industrial Use Permit |
| <input type="checkbox"/> | Heritage Revitalization Permit                                    | <input type="checkbox"/> | Zoning Bylaw Amendment                       |

**Six months must elapse between applications for Community Plan Amendment, Development Permit, Zoning By-law Amendment and Land Use Contract Amendment**

B. Particulars of the Applicant:

Name \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: (home) \_\_\_\_\_ (work) \_\_\_\_\_

List all Associates and their addresses in regard to this application

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

C. Particulars of the Property:

Owner's Name \_\_\_\_\_

Address \_\_\_\_\_

Civic Address \_\_\_\_\_

Legal Description Lot \_\_\_\_\_ Block \_\_\_\_\_ Section \_\_\_\_\_ Plan \_\_\_\_\_

Attach a list of all properties concerned with this proposal, including all details as listed above.

D. DETAILS OF PROPOSAL:

- ATTACH TYPED LETTER OF EXPLANATION ADDRESSED TO MAYOR & COUNCIL.
- ATTACH DRAWINGS, ONE FULL SET 24X36 AND ONE FULL SET 11X17, AS REQUIRED, FOR CLARIFICATION PURPOSES.
- IF THERE IS SITE SETBACK VARIANCE WE REQUIRE A SITE SURVEY.

E. FEES:

**Non refundable application fees must be submitted with this application in accordance with items numbered in Section A**

|    |   |           |
|----|---|-----------|
| 1. | Development Permit  | \$ 500.00 |
|    | Plus <b>\$65.00</b> for each variance in excess of one (1) that is required |           |
| 2. | Development Variance Permit   | \$ 325.00 |
|    | Plus <b>\$65.00</b> for each additional variance that is required           |           |
| 3. | Development Variance Permit relating to Section 4.13                        | \$ 250.00 |
| 4. | Heritage Revitalization Permit  | \$ 700.00 |
| 5. | Land Use Contract Amendment   | \$ 700.00 |
| 6. | Official Community Plan Amendment   | \$ 700.00 |
| 7. | Temporary Commercial & Industrial Use Permit                                | \$ 700.00 |
| 8. | Zoning Bylaw Amendment  | \$ 700.00 |

I certify the information given herein is true and correct.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner / Applicant's Signature

(Letter of consent from owner is required)