

March 22, 2012

Camosun Community Association  
[president@camosuncommunityassociation.com](mailto:president@camosuncommunityassociation.com)

Attn: Caleb Horn, Director, Land Use

Dear Caleb:

**RE: 1535 OAK CREST DRIVE – NEIGHBOURHOOD CONCERNS**  
**FILE: DPR00500; REZ00490**

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Further to our telephone conversation and your March 21, 2012 e-mail I can confirm that rezoning applications for two-family dwellings are reviewed on their merits having regard for the relevant policies of the Official Community Plan and Local Area Plan and the applicable Development Permit Guidelines. The final decision about any rezoning application rests with Council following a Public Hearing. In the case of 1535 Oak Crest Drive, the following policies and guidelines are relevant:

**Official Community Plan (2008)**

- 4.2.1.1 "Support and implement the eight strategic initiatives of the Regional Growth Strategy, namely: Keep urban settlement compact; Protect the integrity of rural communities; Protect regional green and blue space; Manage natural resources and the environment sustainably; Build complete communities; Improve housing affordability; Increase transportation choice; and Strengthen the regional economy."
- 4.2.1.2 "Maintain the Urban Containment Boundary as the principal tool for growth management in Saanich, and encourage all new development to locate within the Urban Containment Boundary."
- 4.2.1.14 "Encourage the use of 'green technologies' in the design of all new buildings."
- 4.2.4.3 "Support the following building types and land uses in Neighbourhoods:
- single family dwellings;
  - duplexes, tri-plexes, and four-plexes;
  - townhouses;
  - low-rise residential (up to four storeys); and
  - mixed-use (commercial/residential)(up to four storeys)."
- 5.1.2.3 "Evaluate zoning applications for two-family dwellings on the basis of neighbourhood context, lot size, building scale and design, access, and parking."

- 5.1.2.4 "Two-family dwelling lots should be 1.3 times the minimum area of the largest adjacent single family dwelling zone. However, where a local area plan policy supports a zone with a minimum lot area that is smaller than the existing minimum lot area, then the local area plan policy shall apply for the purpose of calculating the minimum area for a two-family dwelling lot."

### **Shelbourne Local Area Plan (1998)**

- 6.7 "The design and scale of two-family dwellings should be compatible with adjacent single family dwellings and have regard for the number of two-family and multi-family zoned properties in the area, as well as meet the requirements of the General Plan policies."

### **Development Permit Area Guidelines**

The development proposal is subject to the relevant guidelines for the Saanich General Development Permit Area. Relevant Guidelines include minimizing impervious cover, respecting neighbourhood character, and architectural design that is contemporary and authentic.

In addition to requiring rezoning, all two-family dwellings require a Development Permit issued by Council. Development Permits are registered on title and run with the land regardless of a change of ownership. These permits require that the lands must be developed strictly in accordance with the plans approved by Council which are attached to and form part of the Development Permit. Major changes to the plans require a Development Permit Amendment approved by Council. Minor changes that would not change the form and character of the development may be approved by the Director of Planning.

Detailed plans submitted for a Building Permit are checked by staff for conformity with the approved Development Permit Plans, Development Servicing Requirements, and any covenants that may have been registered at the request of Council prior to final reading of the Zoning Bylaw Amendment and ratification of the Development Permit. Development Plan Approval must be issued by Planning prior to the issuance of a Building Permit to construct the two-family dwelling.

I trust that I have clarified the process and key considerations regarding applications to rezone for a two-family dwelling. Further information about the planning process and the status of specific applications is available on the Saanich website at [www.saanich.ca](http://www.saanich.ca).

Yours truly,



NEIL FINDLOW  
PLANNING SUPERVISOR