



**CITY OF COLWOOD  
DEVELOPMENT APPLICATION**

*Applicants are required to consult with the Development Services Department at [planning@colwood.ca](mailto:planning@colwood.ca) before submitting a formal application to the City of Colwood.*

OWNER INFORMATION				
NAME OF REGISTERED OWNER [REDACTED]	CONTACT NAME (IF BUSINESS) [REDACTED]		PRIMARY CONTACT?	
STREET ADDRESS [REDACTED]	CITY [REDACTED]	PROVINCE [REDACTED]	POSTAL CODE [REDACTED]	COUNTRY [REDACTED]
EMAIL ADDRESS [REDACTED]	PRIMARY PHONE [REDACTED]		ALTERNATE PHONE	
NAME OF REGISTERED OWNER	CONTACT NAME (IF BUSINESS)		PRIMARY CONTACT?	
STREET ADDRESS	CITY	PROVINCE	POSTAL CODE	COUNTRY
EMAIL ADDRESS	PRIMARY PHONE		ALTERNATE PHONE	
<b>ALL OWNERS LISTED ON THE PROPERTY TITLE MUST BE LISTED ON THIS FORM</b> <input type="checkbox"/> I have additional owners to list via attachment.				

APPLICANT OR AGENT INFORMATION				
<input type="checkbox"/> Same as above				
NAME OF APPLICANT OR AGENT Grayland Consulting Ltd	CONTACT NAME (IF BUSINESS) Rachael Sansom		PRIMARY CONTACT? X Yes	
STREET ADDRESS 1498 White Pine Terrace	CITY Victoria B.C.	PROVINCE BC	POSTAL CODE V9B 6S8	COUNTRY Canada
EMAIL ADDRESS rdsansom@gmail.com	PRIMARY PHONE 250-889-0047		ALTERNATE PHONE	

**City staff will only communicate with the applicant or agent listed as the primary contact. The City will not provide updates, written or verbal, to the property owners or consulting professionals on behalf of the agent.**

**TYPE OF APPLICATION**

CHECK ALL THAT APPLY AND INCLUDE EACH APPLICABLE CHECKLIST AS AN ATTACHMENT

<input type="checkbox"/> Amendment to a Legal Charge	<input type="checkbox"/> Board of Variance
<input type="checkbox"/> Official Community Plan Amendment	<input type="checkbox"/> Development Variance Permit
<input checked="" type="checkbox"/> Zoning Amendment	<input type="checkbox"/> Temporary Use Permit <i>New and Renewal</i>
<input checked="" type="checkbox"/> Rezoning	<input type="checkbox"/> Other _____
<input type="checkbox"/> Text Amendment	

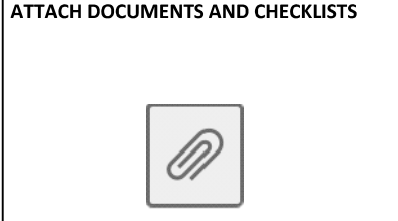
**SUBDIVISION**

<input type="checkbox"/> Preliminary Layout Assessment (PLA)	<input type="checkbox"/> Final Subdivision
<input type="checkbox"/> PLA Amendment <i>Requested between 4wks-1yr of PLA issue date</i>	<input type="checkbox"/> Boundary Adjustment
<input type="checkbox"/> PLA Six-month Extension	<input type="checkbox"/> Air Space Parcel
<input type="checkbox"/> Strata Title Conversion	<input type="checkbox"/> Other _____
<input type="checkbox"/> Phased Strata Consideration	

**DEVELOPMENT PERMIT**

<input type="checkbox"/> Environmental/Hazard	<input type="checkbox"/> Amendment to a Development Permit
<input type="checkbox"/> Riparian Area <i>Environmental DPA</i>	<input type="checkbox"/> Form and Character Development Permit
<input type="checkbox"/> Sensitive Ecosystems <i>Environmental DPA</i>	<input type="checkbox"/> Centres
<input type="checkbox"/> Marine Shorelands <i>Environmental DPA</i>	<input type="checkbox"/> Neighbourhood Hub
<input type="checkbox"/> Hillside <i>Environmental DPA</i>	<input type="checkbox"/> Mixed-use Employment Centre
<input type="checkbox"/> Steep Sloped Areas <i>Natural Hazards DPA</i>	<input type="checkbox"/> Neighbourhood
<input type="checkbox"/> Floodplain Areas <i>Natural Hazards DPA, applies to properties located below 5.6m in elevation above the Canadian Geodetic Vertical Datum</i>	<input type="checkbox"/> Hillside
	<input type="checkbox"/> Light Industrial

**ATTACH DOCUMENTS AND CHECKLISTS**



I have files over 25 MB each or am having trouble uploading files.



Personal information collected on this form is collected for the purpose of processing this permit application and for administration and enforcement. The personal information is collected under the authority of Part 14 of the Local Government Act and the Land Title Act, applicable City bylaws including, but not limited to, the Board of Variance Bylaw and Land Use Procedure Bylaw, and pursuant to Section 26 of the Freedom of Information and Protection of Privacy Act. If you have any questions about this collection, contact the City of Colwood, 3300 Wishart Road, Colwood, B.C., V9C 1R1, Tel: 250-478-5999.

PROPERTY INFORMATION	
<b>CIVIC ADDRESS</b> 546 Windthrop Road Victoria BC V9C 3B5	<b>LEGAL DESCRIPTION</b> LOT A, SECTION 62, ESQUIMALT DISTRICT, PLAN 20691
<b>PID</b> 003-576-213	<b>MULTIPLE PROPERTIES</b> <input type="checkbox"/> I am applying with multiple properties.
<b>TOTAL BUILDING FLOOR AREA (m<sup>2</sup>):</b> 4,796.00	<b>LOT AREA (m<sup>2</sup>):</b> 8,085.00
ZONING	OCP DESIGNATION
<b>PRESENT</b> A1	<b>PRESENT</b> Hillside and Shoreline Neighbourhoods
<b>PROPOSED</b> RM1A	<b>PROPOSED</b> Hillside and Shoreline Neighbourhoods
EXISTING USE	
<input type="checkbox"/> Industrial <input type="checkbox"/> Attached Housing <input type="checkbox"/> Vacant Lot <input type="checkbox"/> Commercial <input type="checkbox"/> Multi-family <input type="checkbox"/> Other <input type="checkbox"/> Mixed Use <input checked="" type="checkbox"/> Single and Two-Family Dwelling                      _____	
Is the subject property within the Agricultural Land Reserve? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Are there any known heritage or archaeological features on the site? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
BRIEFLY DESCRIBE THE PROPOSED DEVELOPMENT, LAND USE, OR VARIANCE REQUEST	
Rezone to allow 34 Townhomes	
SITE DISCLOSURE FOR CONTAMINATED SITES	
<p>Under section 40 of the Environmental Management Act, a person must provide a site disclosure statement to the City or the approving officer if the person applies for subdivision, zoning, or most development and building permits, for land the person knows or reasonably should know has been used for certain commercial or industrial uses, which are listed in <a href="#">Schedule 2: Contaminated Sites Regulation</a>. Every applicant for a zoning amendment, development permit or building permit must determine whether or not a site disclosure statement is required with their application. For more information please see <a href="#">Identifying Site that May Be Contaminate – Province of BC (gov.bc.ca)</a>.</p> <p><input checked="" type="checkbox"/> This property has not been used for any purposes listed in Schedule 2: Contaminate Sites Regulation and therefore, a Site Disclosure Statement is not required.</p>	

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**ARCHAEOLOGICAL SITES**

Pursuant to the *BC Heritage Conservation Act*, the Province of British Columbia requires the owner/applicant responsible for ensuring compliance with the BC Heritage Conservation Act, including steps to determine whether a site is an archaeological site. It is against the law to alter an archaeological site without first obtaining a permit to do so from the Province of British Columbia. More information can be obtained from [Reporting Archaeological Artifact Finds](#).

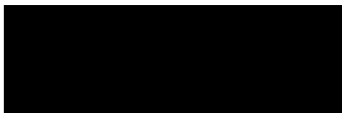
*To calculate the expected fee ahead of time, please refer to the fees set out in the [Fees and Charges Bylaw No. 1603](#). An application fee shall be made payable to the City of Colwood. An invoice and instructions for payment will be provided to the applicant/agent upon application intake.*

**DECLARATION**

Please note that if the subject property is a strata property, or the property has more than one legal owner, then all owners must sign the Agent Authorization form prior to completing this application.

- I, Rachael Sansom the applicant, hereby acknowledge that all information provided is considered public information and is available for public viewing and distribution.
- I, Rachael Sansom the applicant, hereby declare that all information contained in this application and supporting documents are, to the best of my beliefs, true and correct in all respects.
- I, Rachael Sansom the applicant, hereby declare that this application is made with the full knowledge and consent of all legal registered owners.

**SIGNATURE OF APPLICANT OR AGENT**



**DATE SIGNED**

9/20/2024



# WINDTHROP DEVELOPMENT COLWOOD, B.C.

CIVIC ADDRESS: 546 WINDTHROP RD, COLWOOD, BRITISH COLUMBIA  
LEGAL ADDRESS: LOT A, PLAN VIP20691, SEC 62, ESQUIMALT LAND DISTRICT PID: 003-576-213

ISSUED FOR REZONING AUGUST 28, 2024

## PROJECT STATS

Windthrop Rd Residential

Project No. 22070

REVISION NO.	4	DATE:	28-Aug-24		
SITE INFORMATION					
LEGAL DESCRIPTION	LOT A, SECTION 62, ESQUIMALT DISTRICT PLAN 20691, PID: 003-576-213				
CIVIC ADDRESS	546 Windthrop Rd, Colwood, B.C.				
	EXISTING	PROPOSED			
ZONING	A1	RM1A			
SITE AREA (ft <sup>2</sup> )	87,113 ft <sup>2</sup>	2.00 Acres aprox.	8,093 m <sup>2</sup>		
SITE DATA	BYLAW REFERENCE	DESCRIPTION	MAX. ALLOWED	PROPOSED (metric)	PROPOSED (imperial)
DENSITY	Bylaw 151 -6.1A.02 1 units per 370 (m <sup>2</sup> )		21.9 units	<b>34 units</b>	
LOT COVERAGE	Bylaw 151 - 6.1A.05		35%	<b>25.7%</b>	
NATURAL GREEN AREA	To be retained		40-50%	<b>46.9%</b>	
BUILDING HEIGHT	Bylaw 151 - 6.1A.03		9.00 m	<b>9.00 m</b>	<b>29.53 ft</b>
SETBACKS	Bylaw 151 - 6.1A.04	FRONT (WINDTHROP STREET)	7.50 m	<b>7.50 m</b>	<b>24.61 ft</b>
		REAR (NORTH)	10.00 m	<b>9.18 m</b>	<b>30.12 ft</b>
		SIDE (EAST)	6.00 m	<b>6.00 m</b>	<b>19.69 ft</b>
		SIDE (WEST)	6.00 m	<b>6.00 m</b>	<b>19.69 ft</b>
BUILDING DATA					
UNIT MIX	DESCRIPTION	GROSS AREA (ft <sup>2</sup> )	# OF UNITS	COMBINED (m <sup>2</sup> )	COMBINED (ft <sup>2</sup> )
A1	2 BED + FLEX	1,380 ft <sup>2</sup>	10	1,282 m <sup>2</sup>	13,800 ft <sup>2</sup>
B1	3 BEDROOM	1,587 ft <sup>2</sup>	17	2,506 m <sup>2</sup>	26,979 ft <sup>2</sup>
B2	3 BEDROOM	1,549 ft <sup>2</sup>	7	1,007 m <sup>2</sup>	10,843 ft <sup>2</sup>
<b>TOTAL UNITS</b>	<b>(Saleable Area)</b>		<b>34</b>	<b>4,796 m<sup>2</sup></b>	<b>51,622 ft<sup>2</sup></b>
AMENITY AREA				COMBINED PROPOSED (m <sup>2</sup> )	COMBINED PROPOSED (ft <sup>2</sup> )
USABLE OPEN SPACE	Bylaw 6.1A.08- min. 5% of lot (404m <sup>2</sup> ) required			404 m <sup>2</sup>	4,349 ft <sup>2</sup>
TOTAL AMENITY				<b>404 m<sup>2</sup></b>	<b>4,349 ft<sup>2</sup></b>
PARKING DATA (RESIDENTIAL)	BYLAW REFERENCE	DESCRIPTION		REQUIRED	PROPOSED
REGULAR STALL	Bylaw 1909 - 3.1 Table 1	1.5 per dwelling unit (urban area eligible)		51.00 stalls	<b>68 stalls</b>
VISITOR	Bylaw 1909 - 3.5.2	0.1 visitor parking per 1 dwelling units	Not included in total	4 stalls	6 stalls
ACCESSIBLE STALL	Bylaw 1909 - 3.4 (Table 2)	11-50 spaces - 1 acc. 51-100 spaces - 2 acc.	Included in total	2 stalls	2 stalls
<b>TOTAL</b>				<b>55 stalls</b>	<b>74 stalls</b>
BICYCLE PARKING	BYLAW REFERENCE	DESCRIPTION		REQUIRED	PROPOSED
BICYCLE AREA	Bylaw 5.1 Table 5	Long Term 1 per unit		34 stalls	34 stalls
		Short Term 6		6 stalls	6 stalls
<b>TOTAL</b>				<b>40 stalls</b>	<b>40 stalls</b>

SITE MAP



LOCATION MAP



### CONSULTANT LIST

CLIENT  
KTS MANAGEMENT INC.  
c/o RACHAEL SANSOM  
19131 - 21 AVENUE  
SURREY, BC V3Z 3M3

CLIENT REP  
RACHAEL SANSOM  
TEL.: 250-889-0047  
CONT: RACHAEL SANSOM

ARCHITECT  
WA ARCHITECTS  
950 - 1500 WEST GEORGIA ST.  
VANCOUVER B.C. V6G 2Z6  
TEL: 604-685-3529  
CONT: DAVID ECHAIZ-McGRATH  
CELINE MOTZ

CIVIL ENGINEER  
J.E. ANDERSON & ASSOCIATES  
4212 GLANFORD AVENUE  
VICTORIA, B.C. V8Z 4B7  
TEL: 250-727-2214  
CONT: COLTON KILLIP

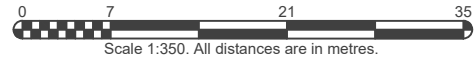
### DRAWING LIST

ARCHITECTURAL  
A000 COVER SHEET - STATISTICS  
A101 SURVEY PLAN  
A102 SITE PLAN  
A141 CONTEXT SITE SECTIONS  
A142 CONTEXT SITE SECTIONS

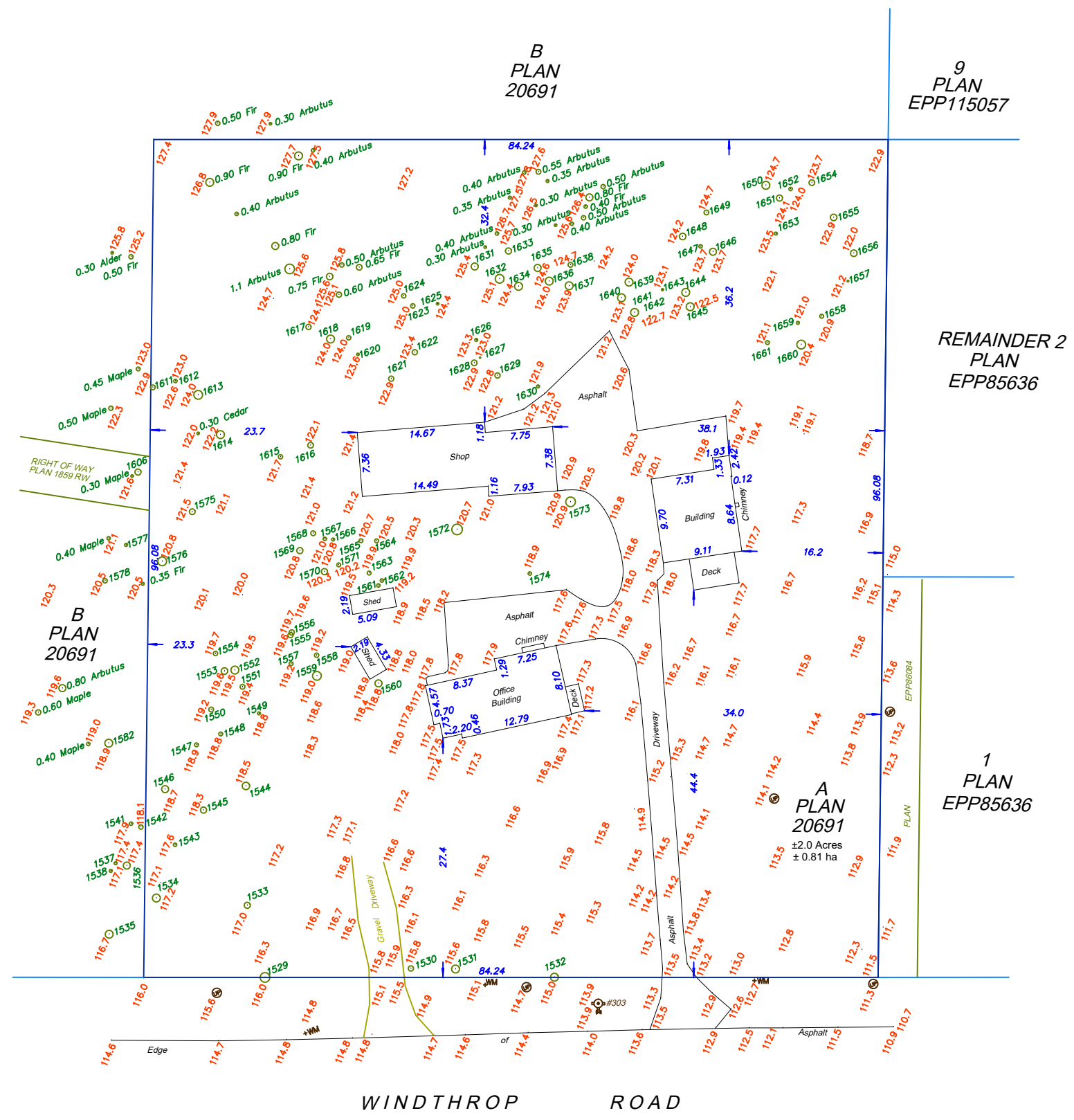
A1.201 BLOCK 1 FLOOR & ROOF PLANS  
A1.301 BLOCK 1 ELEVATIONS  
A1.302 BLOCK 1 ELEVATIONS  
A2.201 BLOCK 2 FLOOR & ROOF PLANS  
A3.201 BLOCK 3 FLOOR & ROOF PLANS  
A4.201 BLOCK 4 FLOOR & ROOF PLANS

A5.201 BLOCK 5 LEVEL 1 & 2 PLANS  
A5.202 BLOCK 5 LEVEL 3 & ROOF PLANS  
A6.201 BLOCK 6 LEVEL 1 & 2 PLANS  
A6.202 BLOCK 6 LEVEL 3 & ROOF PLANS  
A7.201 BLOCK 7 FLOOR & ROOF PLANS

# SITE PLAN OF LOT A, SECTION 62, ESQUIMALT DISTRICT, PLAN 20691.



**NOTE:**  
 Lot dimensions shown are based upon Plan 20691.  
 Lot dimensions, offsets, and area shown may vary upon completion of a comprehensive legal survey.  
 Geodetic elevations shown are based upon observations to geodetic control monuments 88H3944 (Elev.=98.070m) and 88H3968(Elev.=79.560m).  
 This plan is for discussion purposes only and is for the exclusive use of our client. This plan shall not be used to define property lines or property corners. Unregistered interests have not been included or considered.  
 Field surveys June 21st, 22nd, 28th and 30th, 2022. Field survey May 22nd, 2024.  
 PID: 003-576-213



LEGEND	
WM	Denotes water meter
○	Denotes approximate tree location & type (no tag)
○ 0.75 Fir	Denotes approximate tree location & tag number
○ 1533	Denotes ground elevation
○ 116.0	Denotes utility pole
⊕	Denotes water valve
⊕	Denotes hydrant

File: W136-SANSOM-SD3 Date: May 28, 2024  
 Jason C. Kozina, BCLS 787  
 © 2024 Apex Land Surveying Ltd.

1 SURVEY PLAN  
 A0101 1" = 90'-0"



546 WINDTHROP ROAD  
 COLWOOD, BC

PROJECT # 22070  
 SCALE: AS NOTED

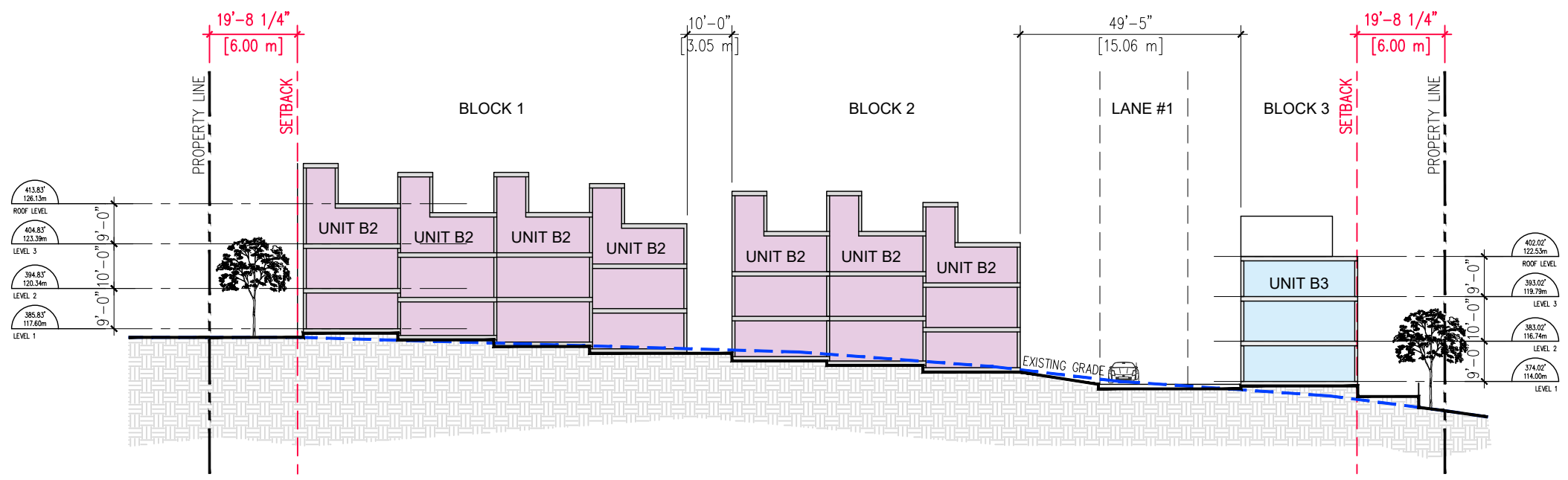
EXISTING SURVEY  
 AUGUST 28, 2024



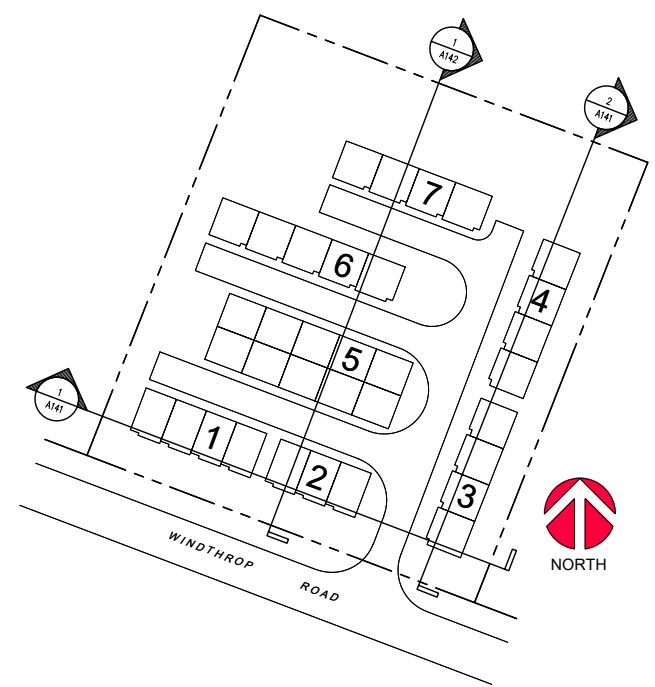


1 SITE PLAN  
A0102  
1" = 50'-0"

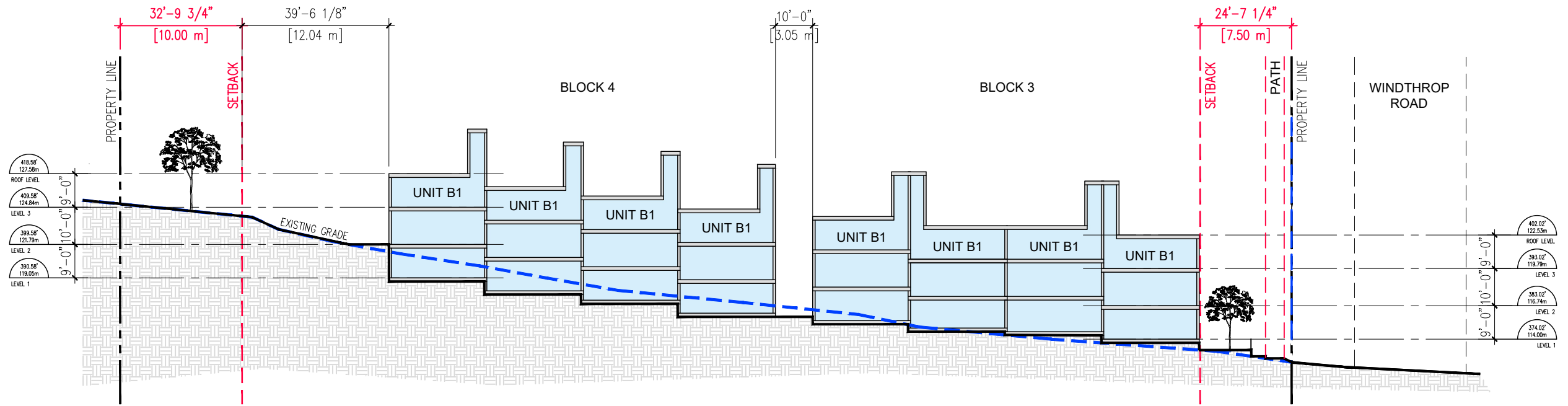




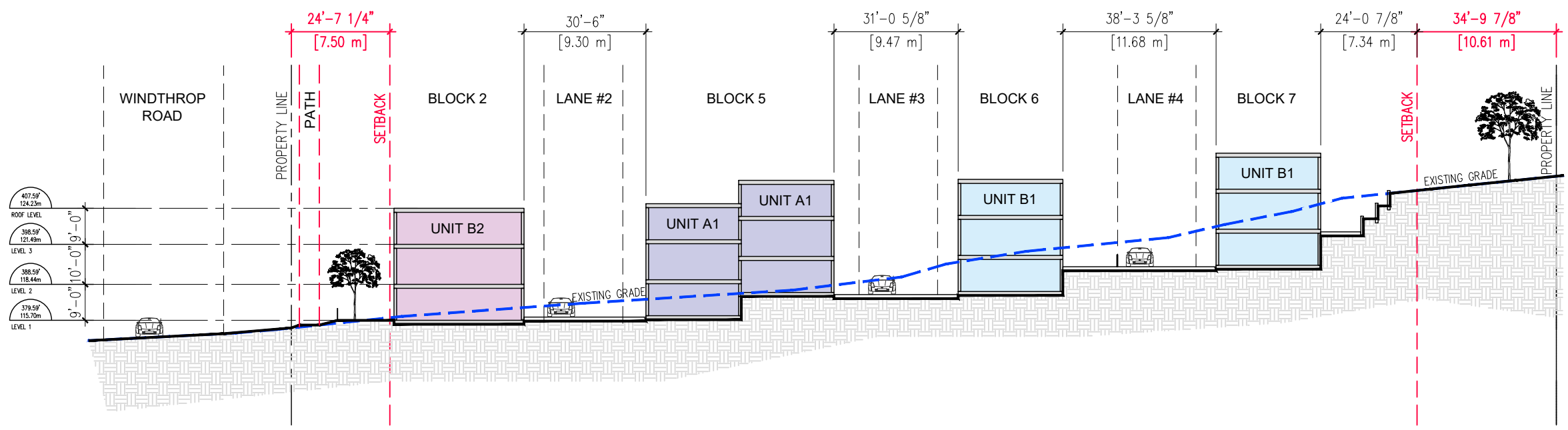
1 SITE SECTION 1  
A141 1/32" = 1'-0"



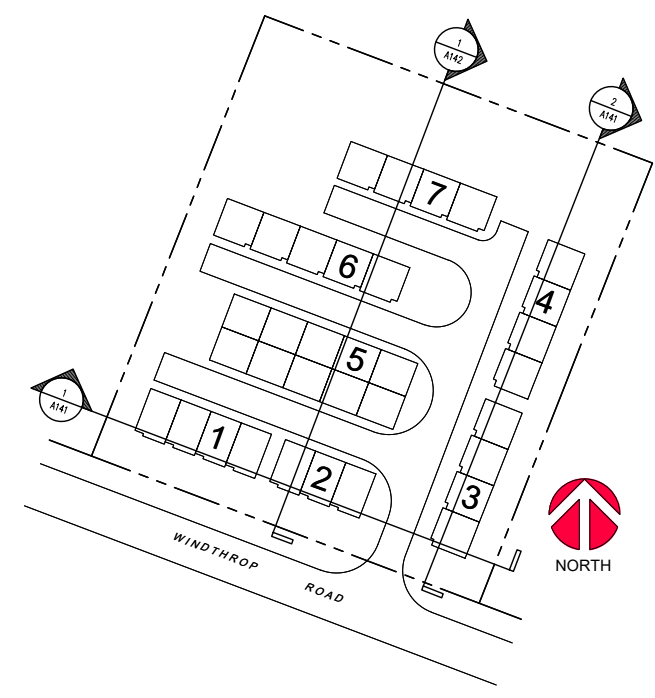
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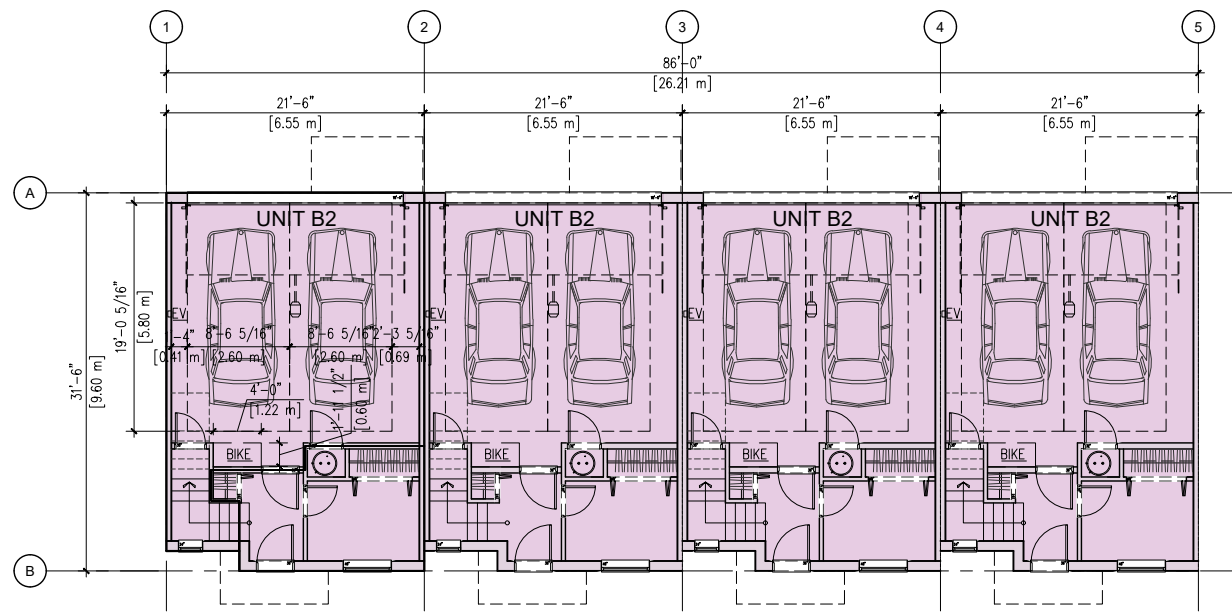
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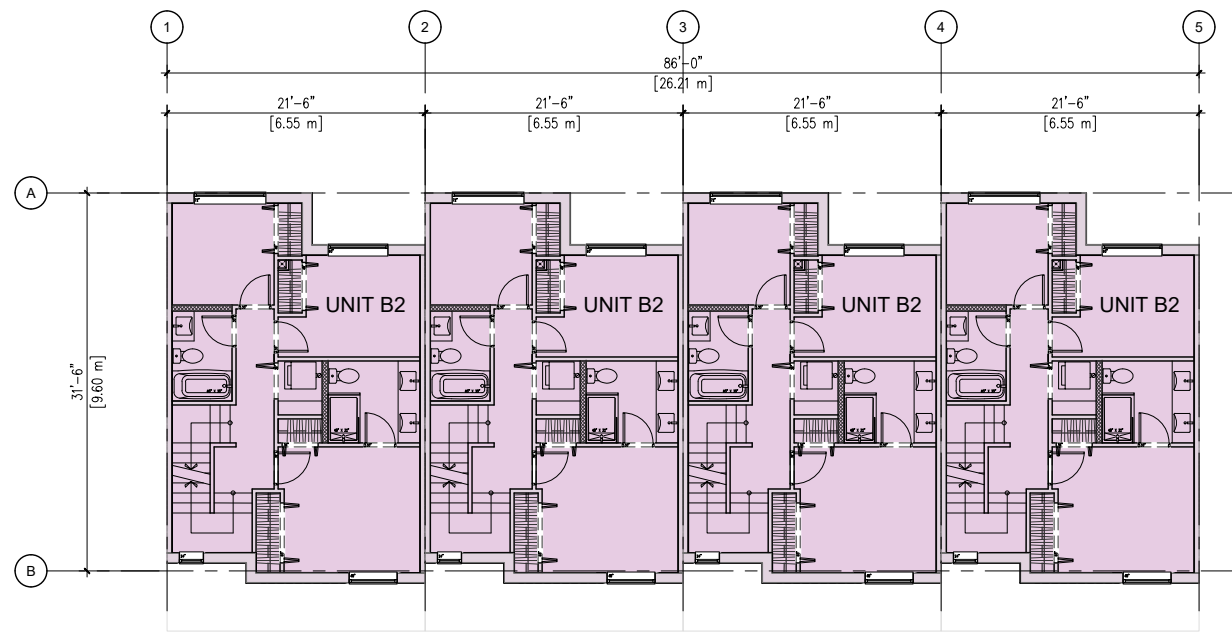
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A142 1/32" = 1'-0"



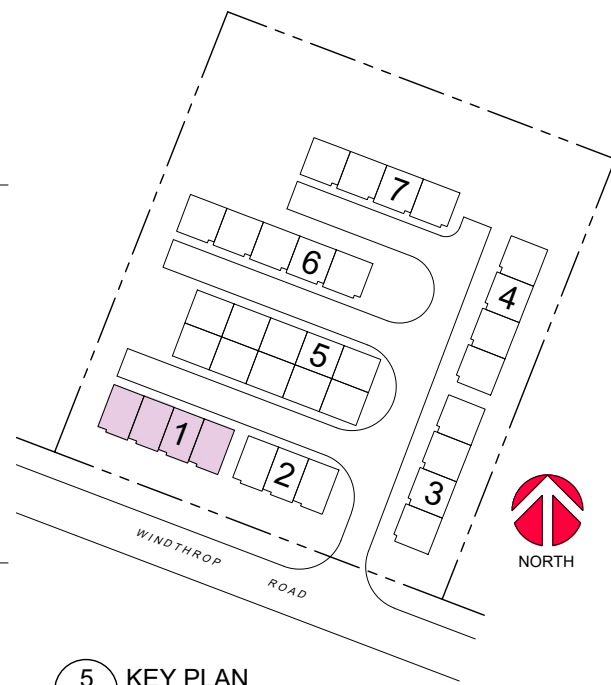
2 KEY PLAN  
A142 N.T.S.



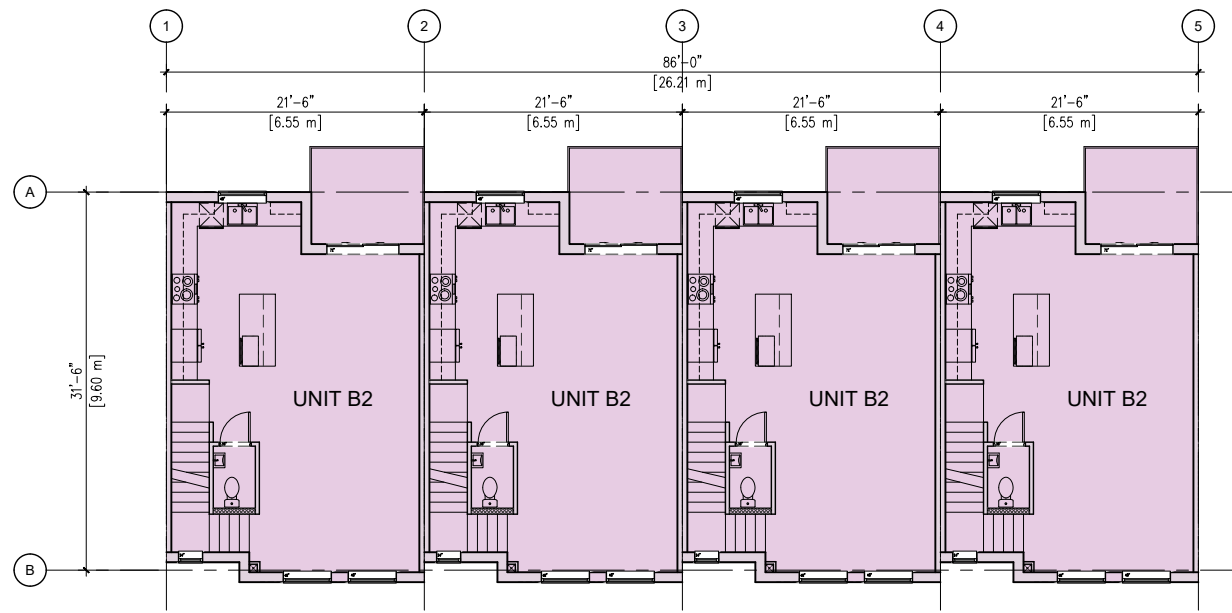
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A1-201 1/16" = 1'-0"



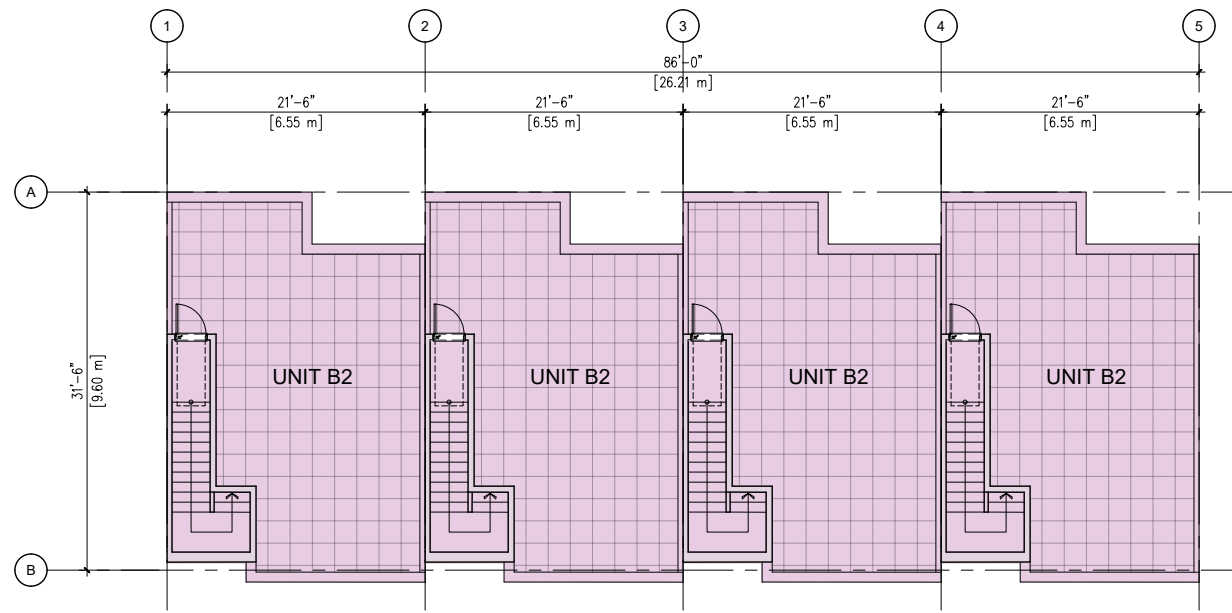
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A1-201 1/16" = 1'-0"



5 KEY PLAN  
A1-201 N.T.S.



2 BLOCK 1 - 2nd FLOOR PLAN  
A1-201 1/16" = 1'-0"

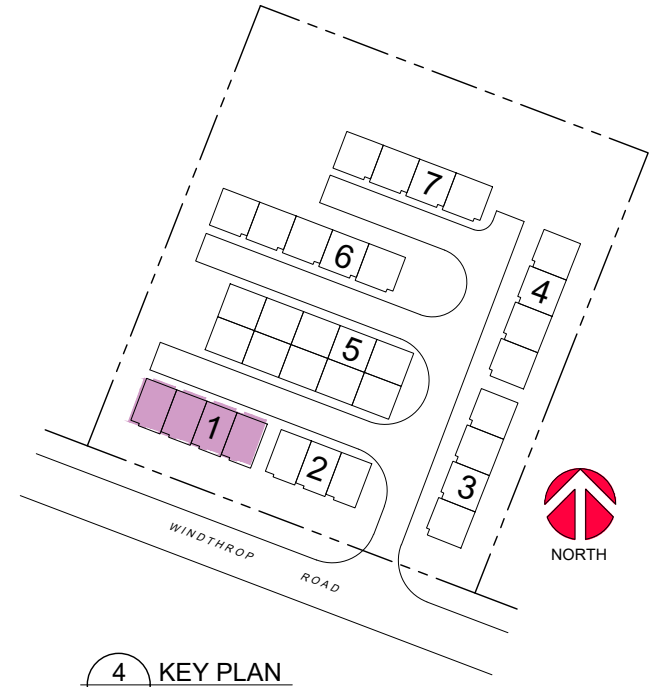


4 BLOCK 1 - ROOF FLOOR PLAN  
A1-201 1/16" = 1'-0"





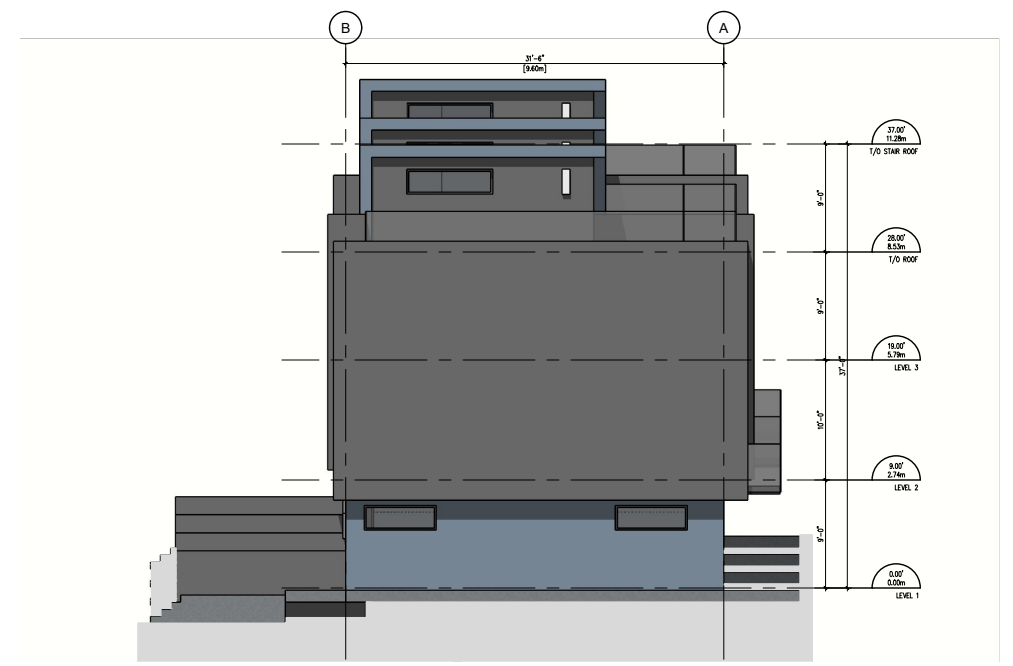
1 BLOCK 1 - NORTHEAST VIEW  
A1-301 N.T.S.



4 KEY PLAN  
A1-302 N.T.S.



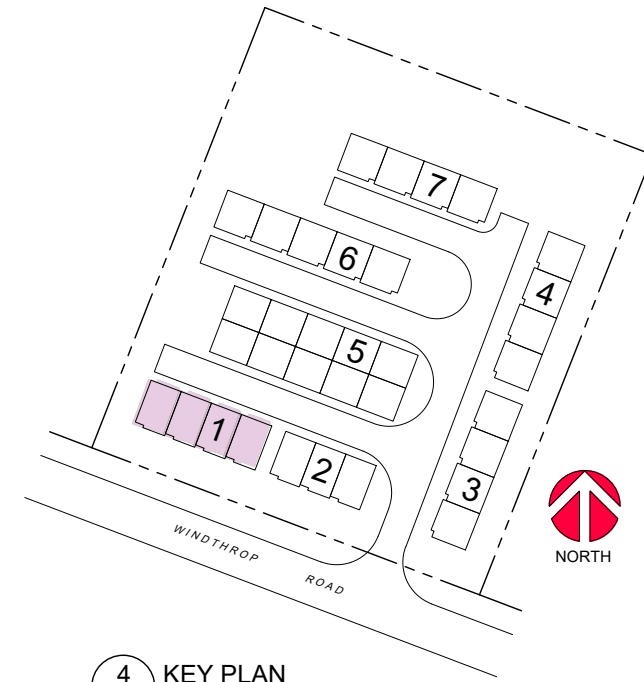
2 BLOCK 1 - NORTH ELEVATION  
A1-301 1/16" = 1'-0"



3 BLOCK 1 - EAST ELEVATION  
A1-301 1/16" = 1'-0"



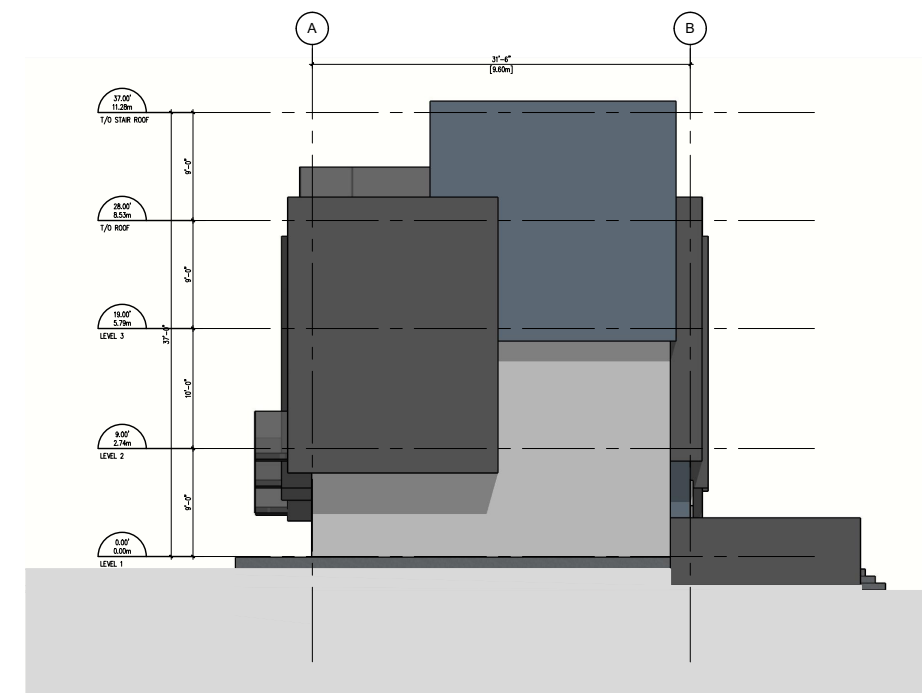
1 BLOCK 1 - SOUTHWEST VIEW  
A1-301 N.T.S.



4 KEY PLAN  
A1-301 N.T.S.

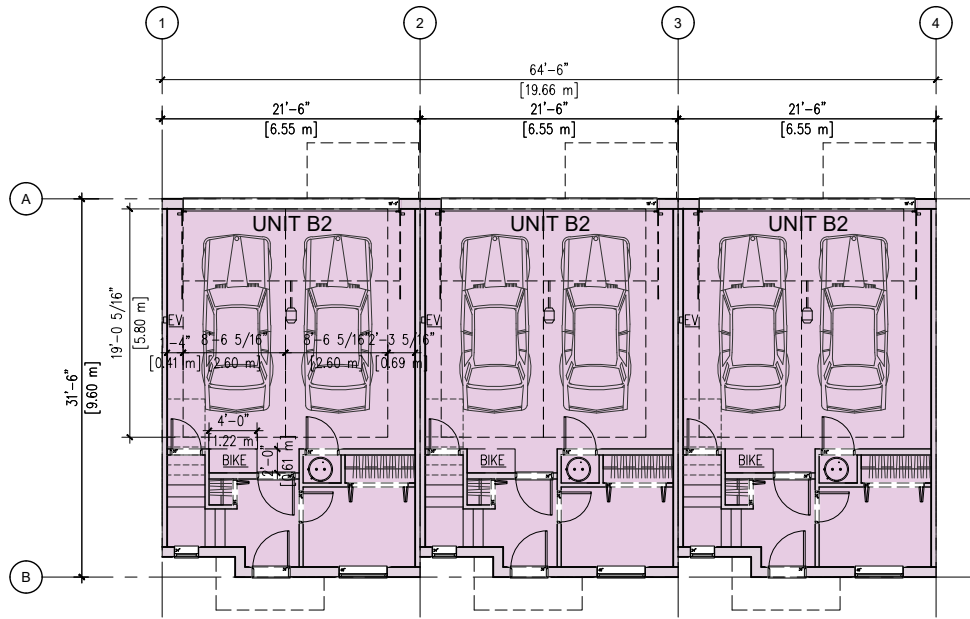


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A1-301 1/16" = 1'-0"

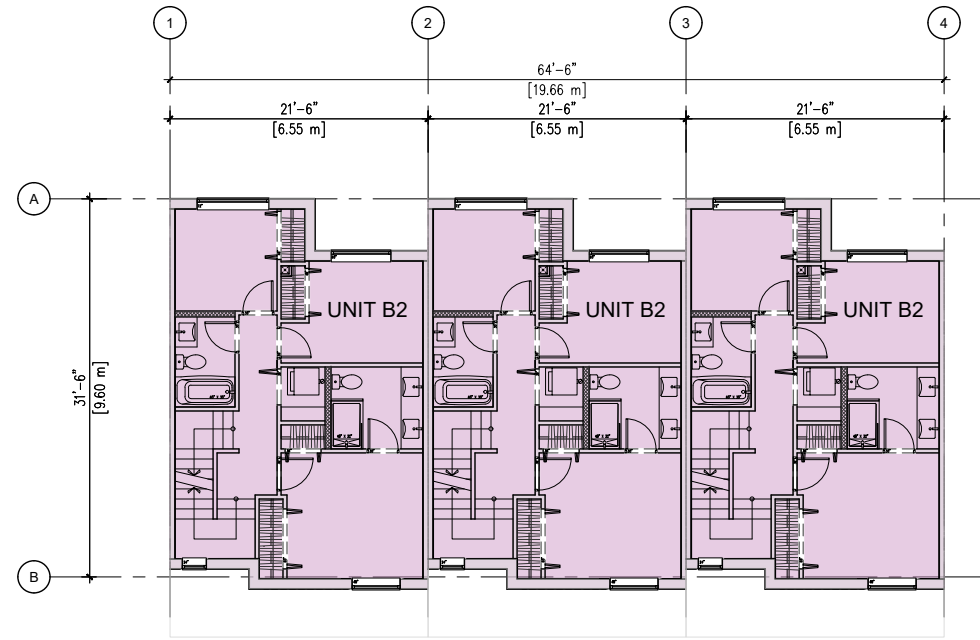


3 BLOCK 1 - SOUTH ELEVATION  
A1-301 1/16" = 1'-0"

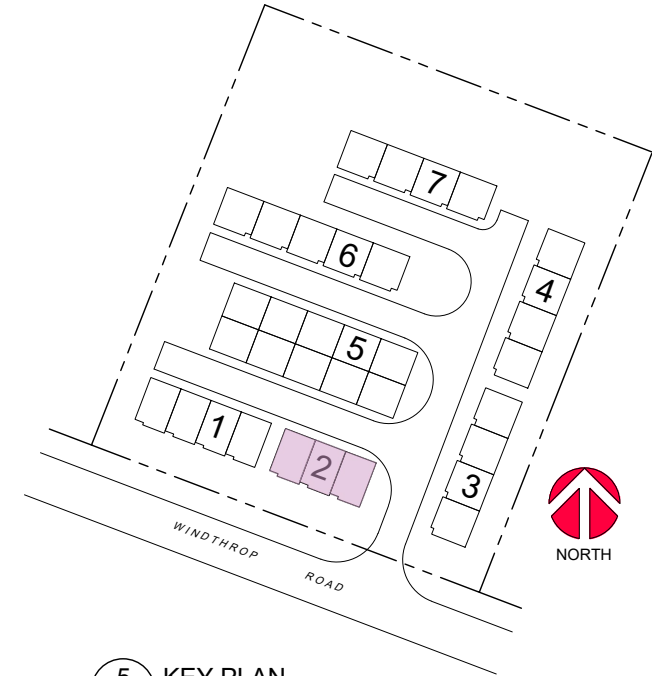




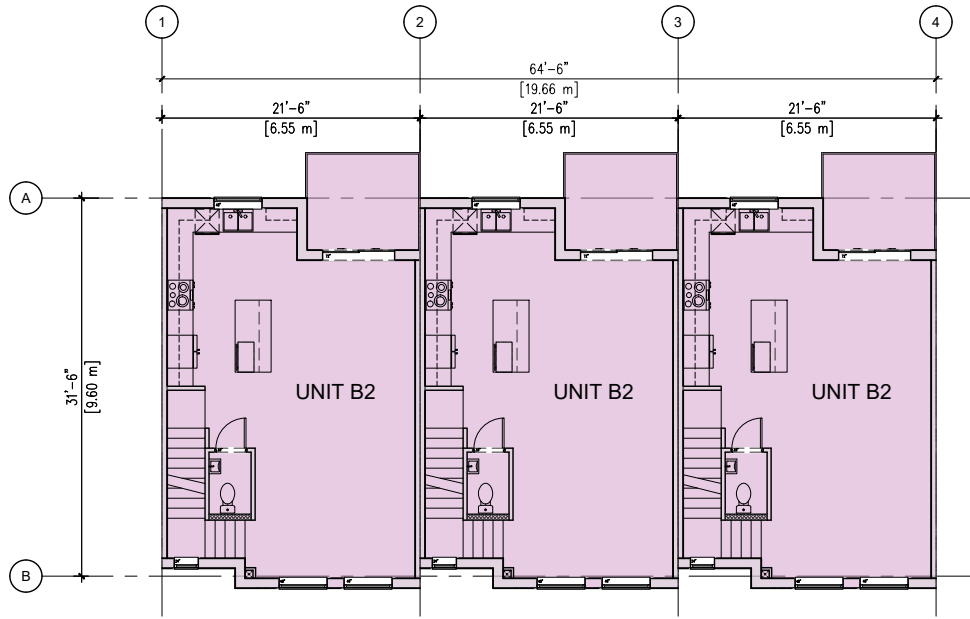
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A2-201 1/16" = 1'-0"



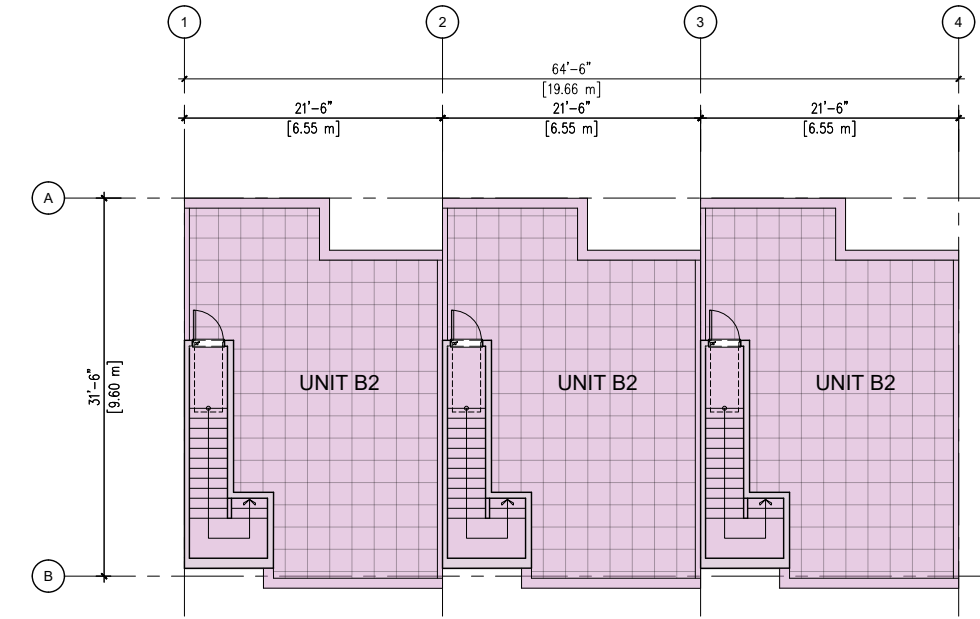
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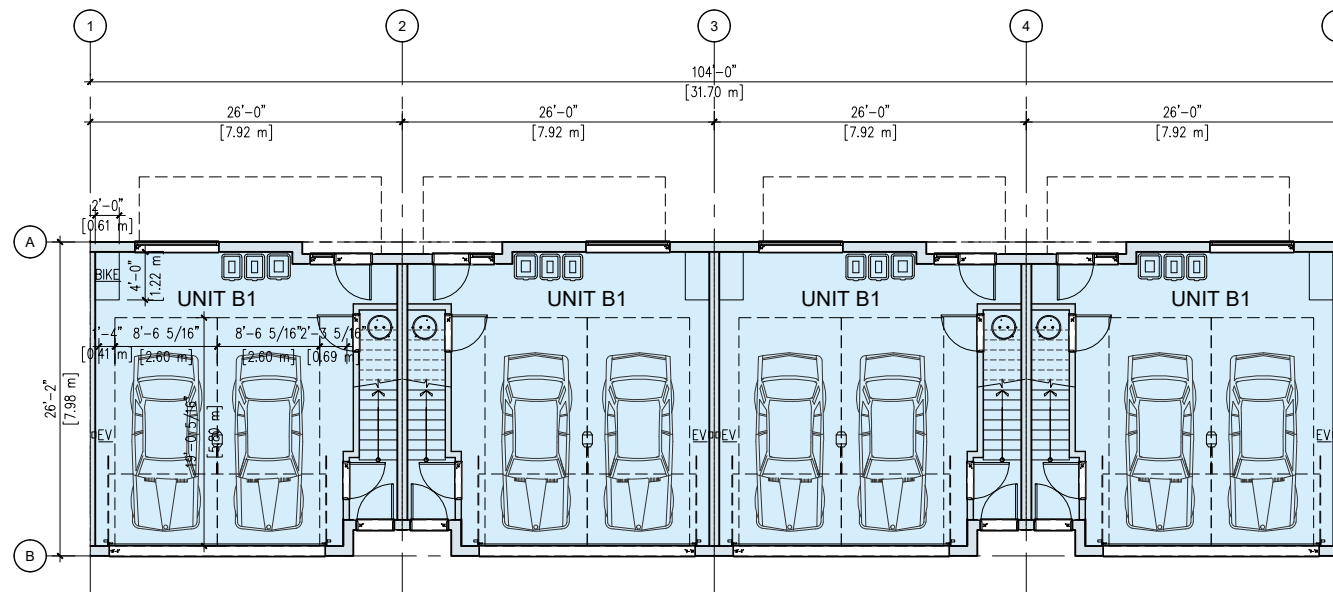
5 KEY PLAN  
A2-201 N.T.S.



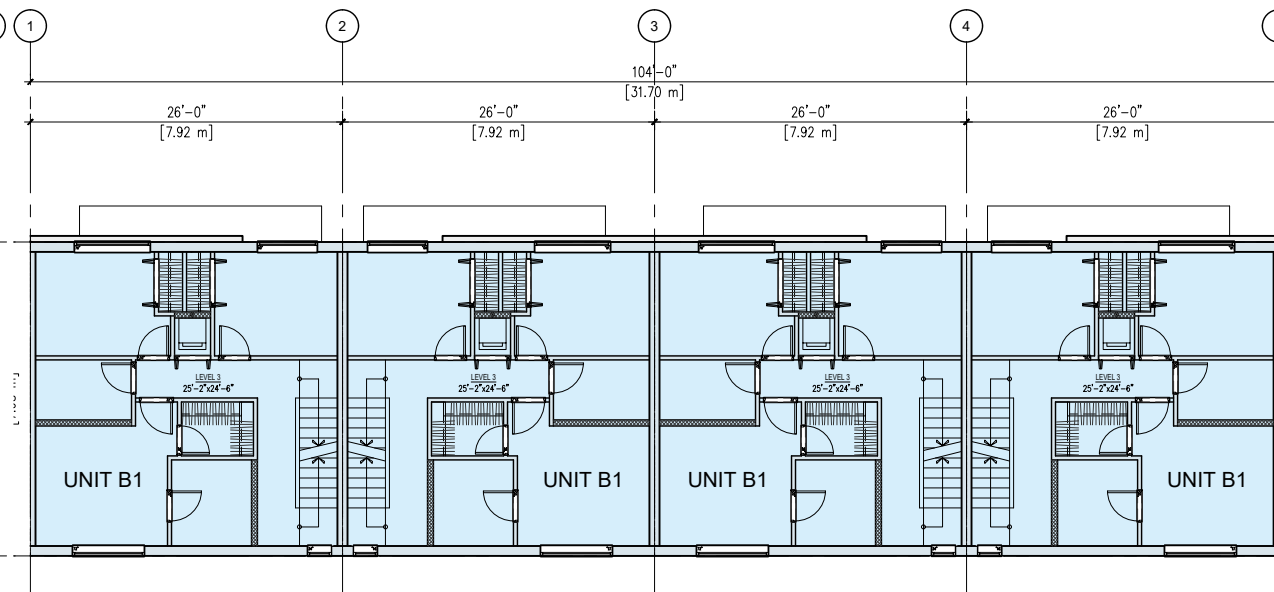
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A2-201 1/16" = 1'-0"



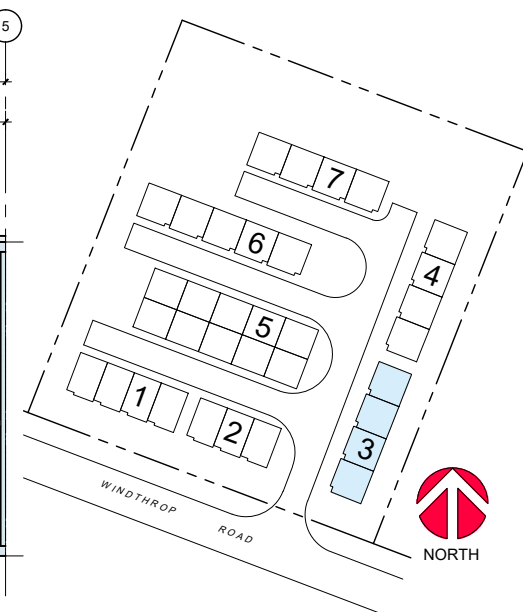
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A2-201 1/16" = 1'-0"



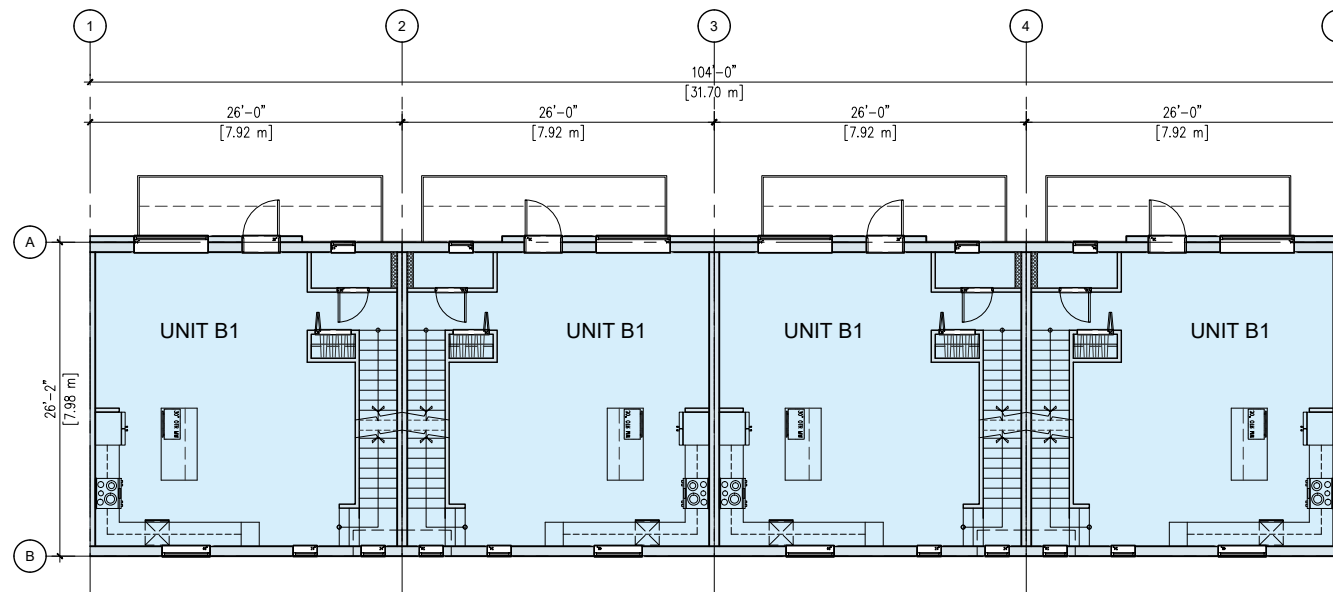
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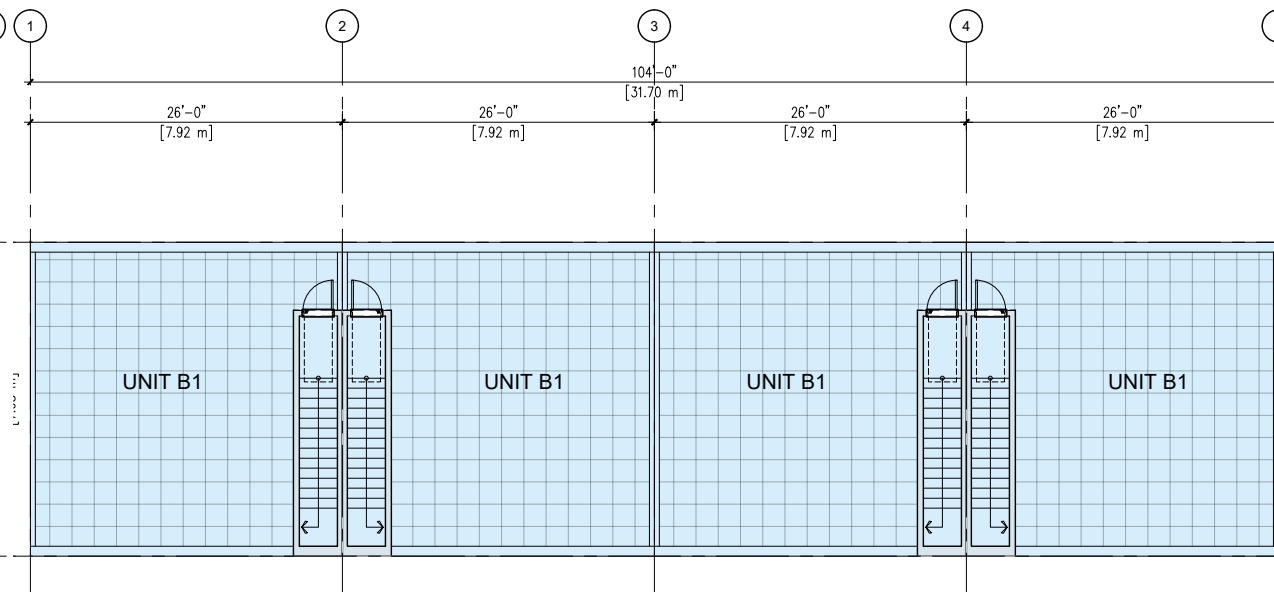
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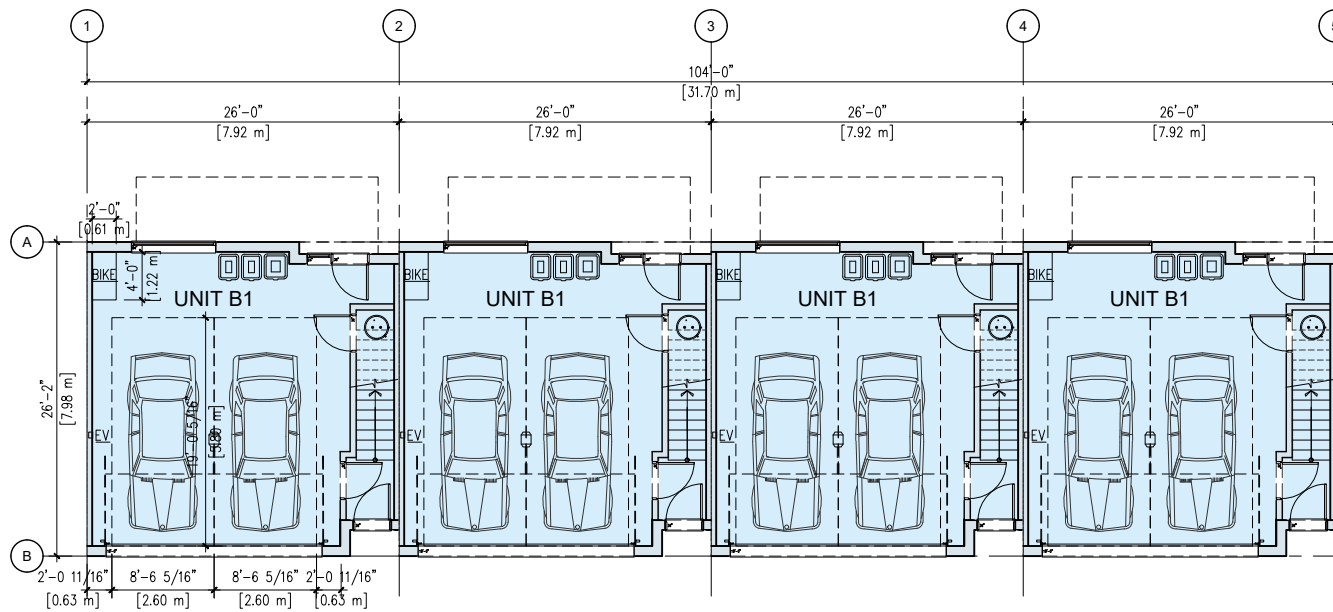
5 KEY PLAN  
A3-201 N.T.S.



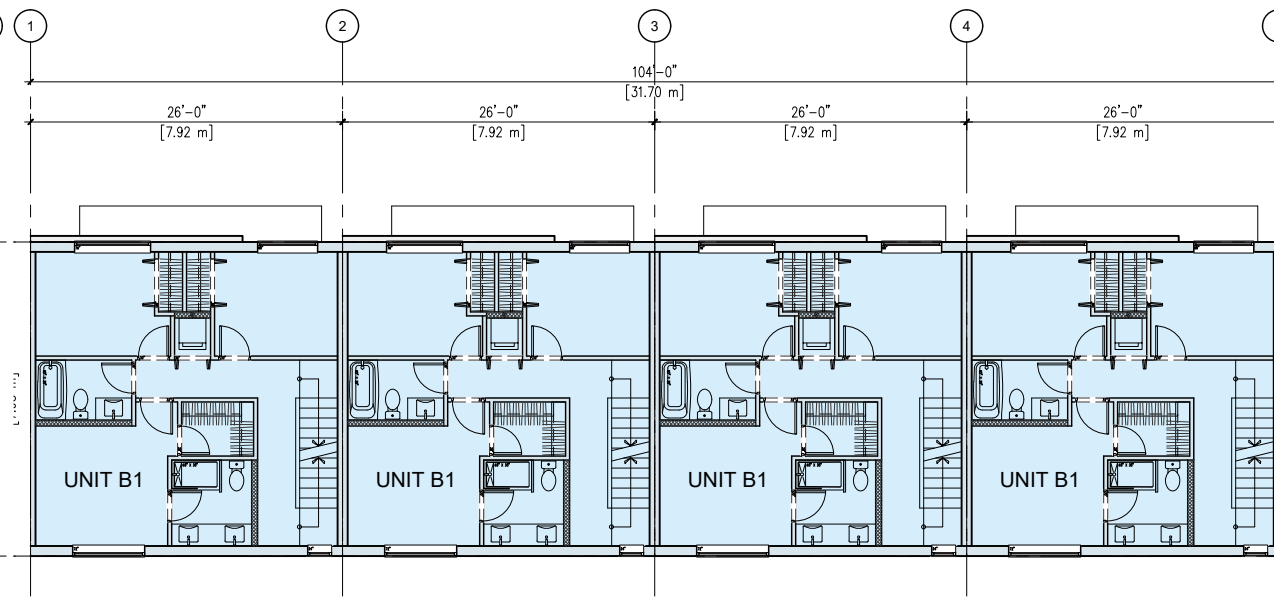
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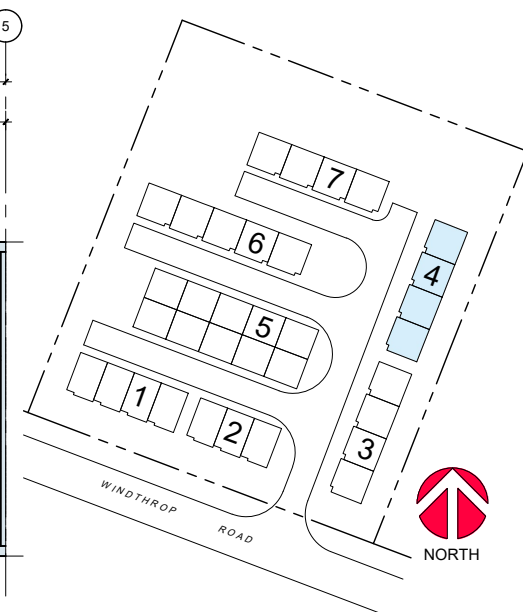
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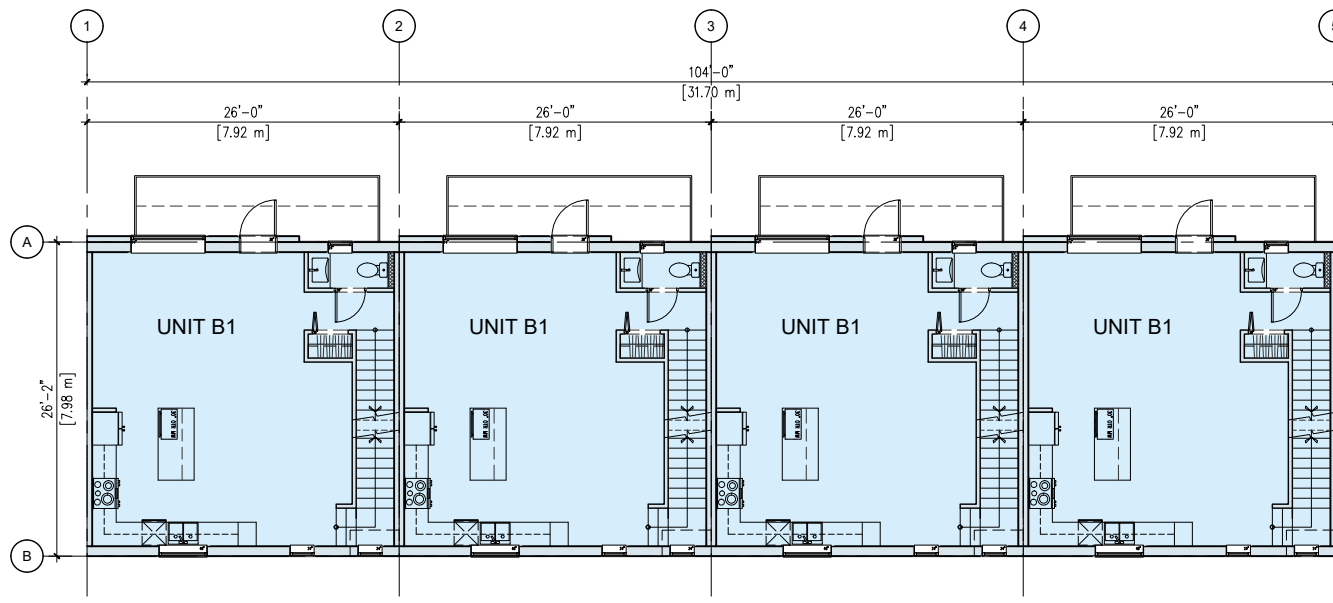
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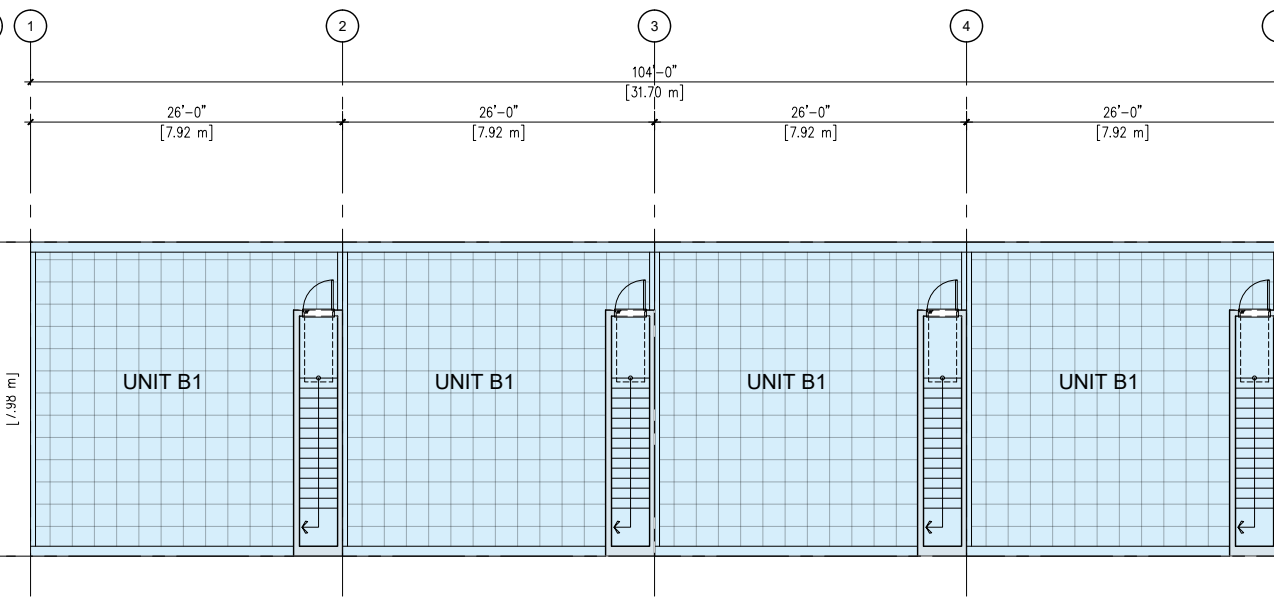
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5 KEY PLAN  
A4-201 N.T.S.

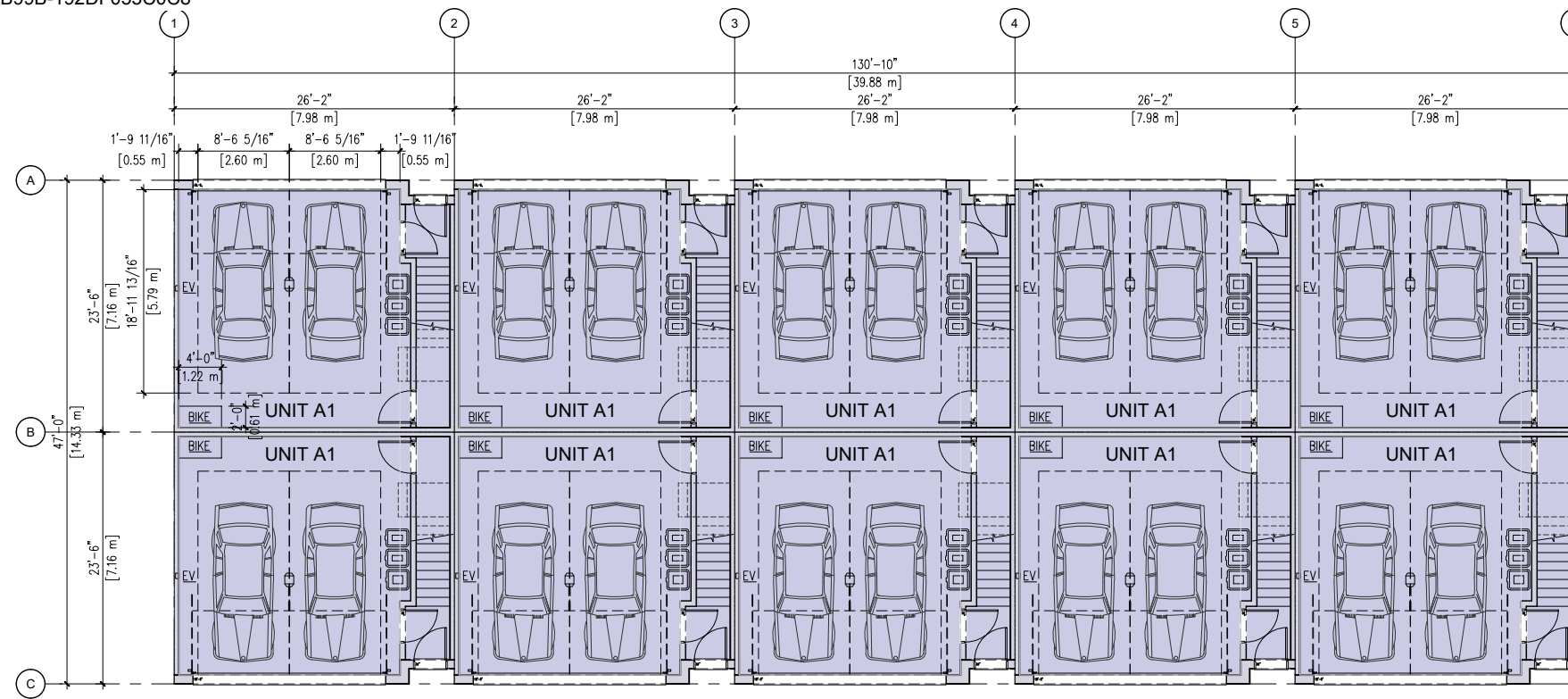


2 BLOCK 4 - 2nd FLOOR PLAN  
A4-201 1/16" = 1'-0"

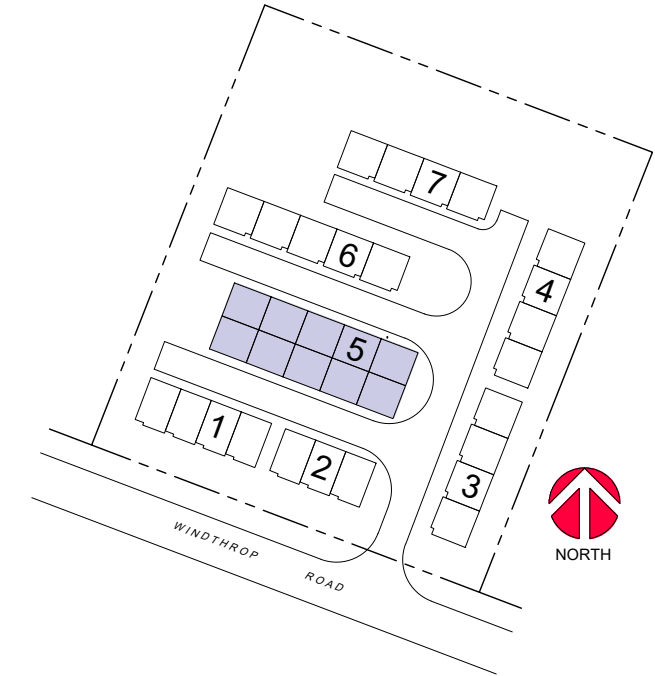


4 BLOCK 4 - ROOF FLOOR PLAN  
A4-201 1/16" = 1'-0"

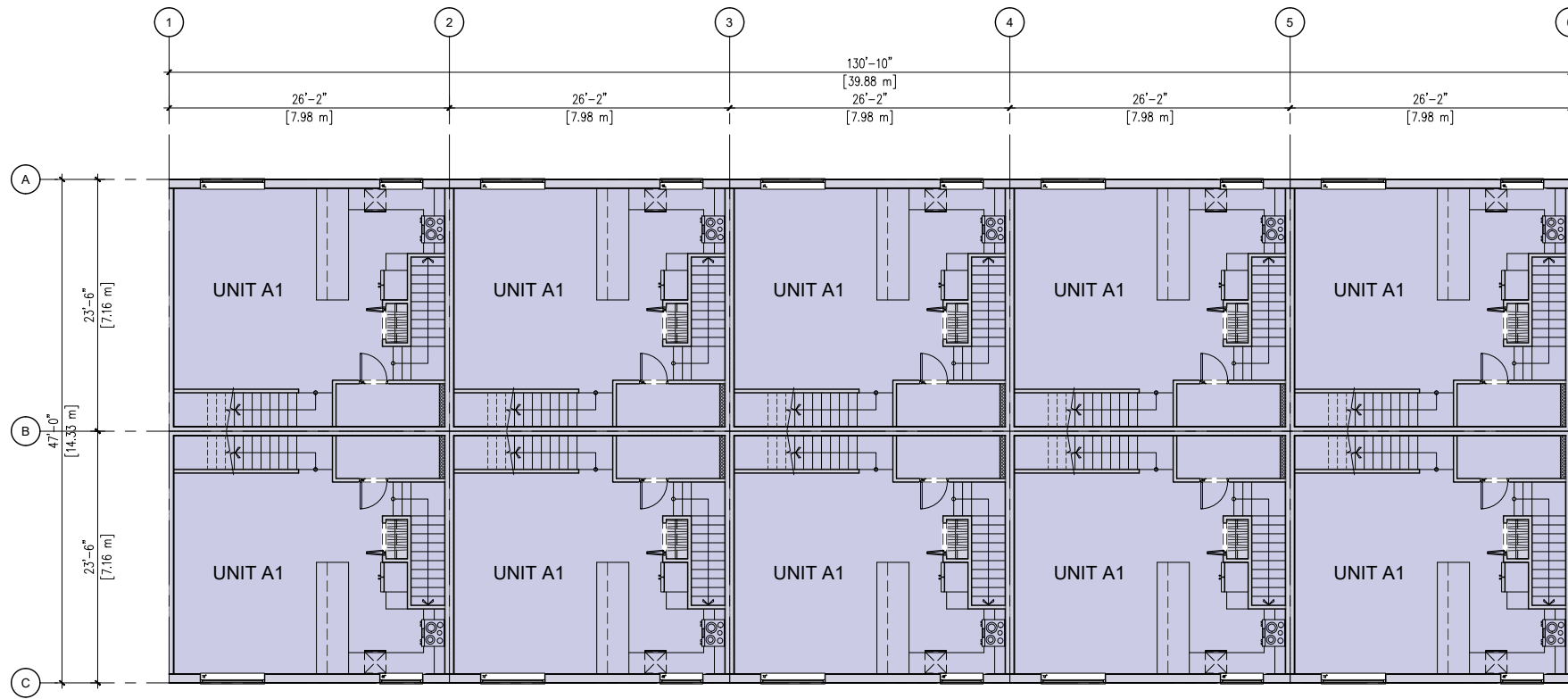




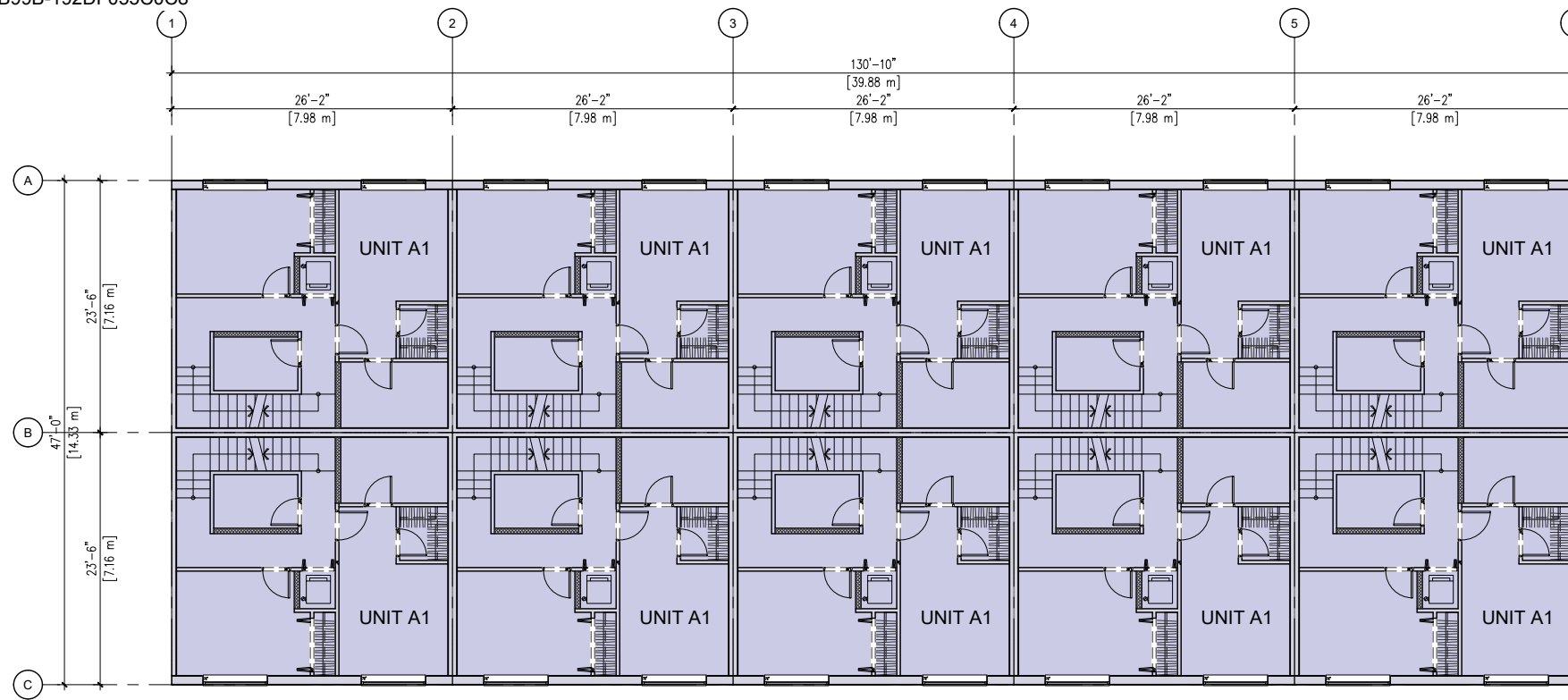
1 BLOCK 5 - 1st FLOOR PLAN  
A5-201 1/16" = 1'-0"



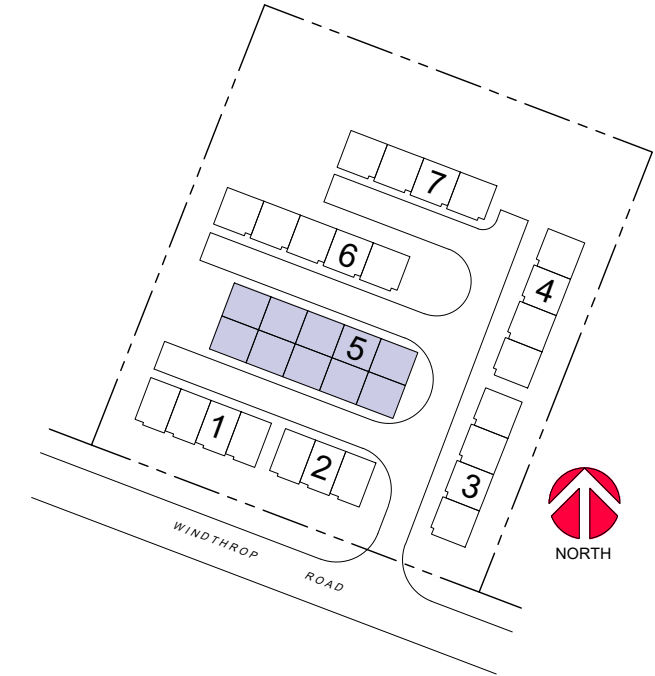
3 KEY PLAN  
A5-201 N.T.S.



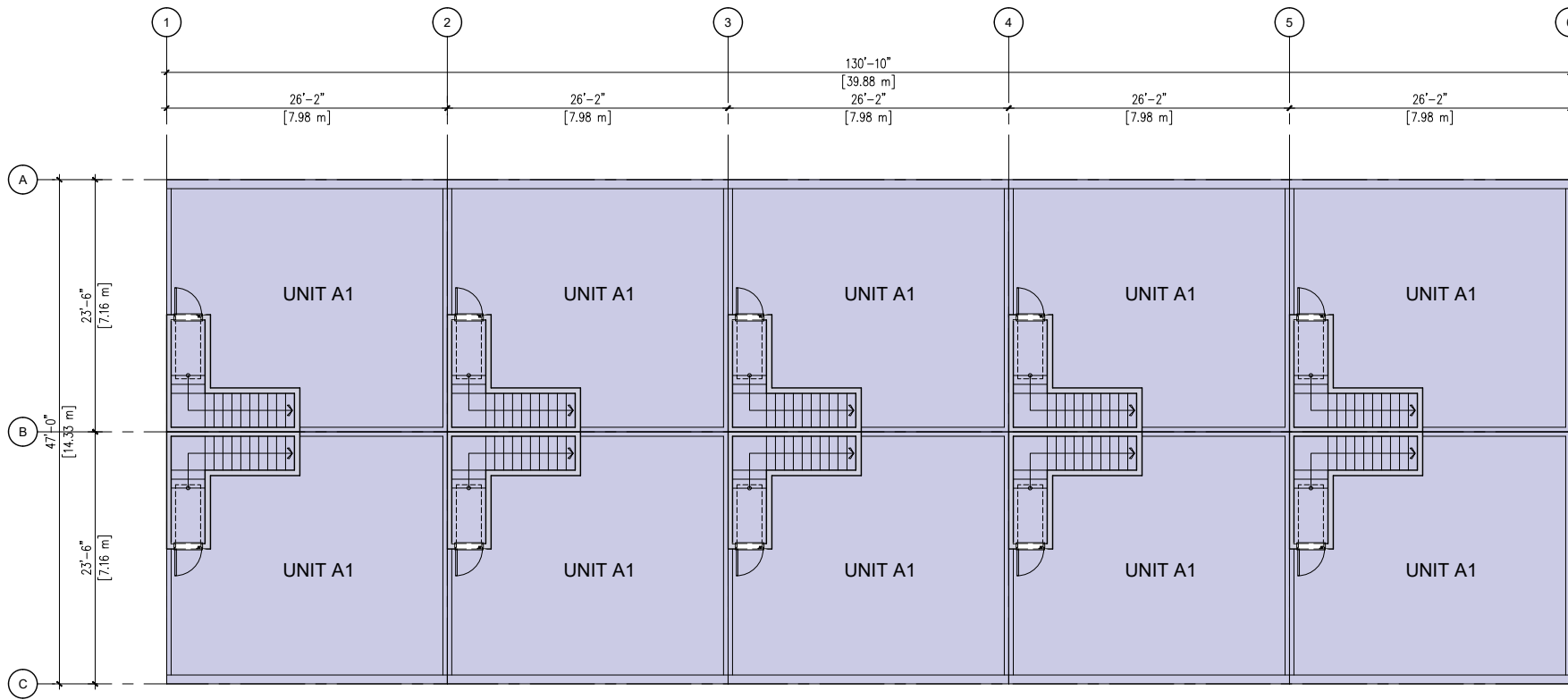
2 BLOCK 5 - 2nd FLOOR PLAN  
A5-201 1/16" = 1'-0"



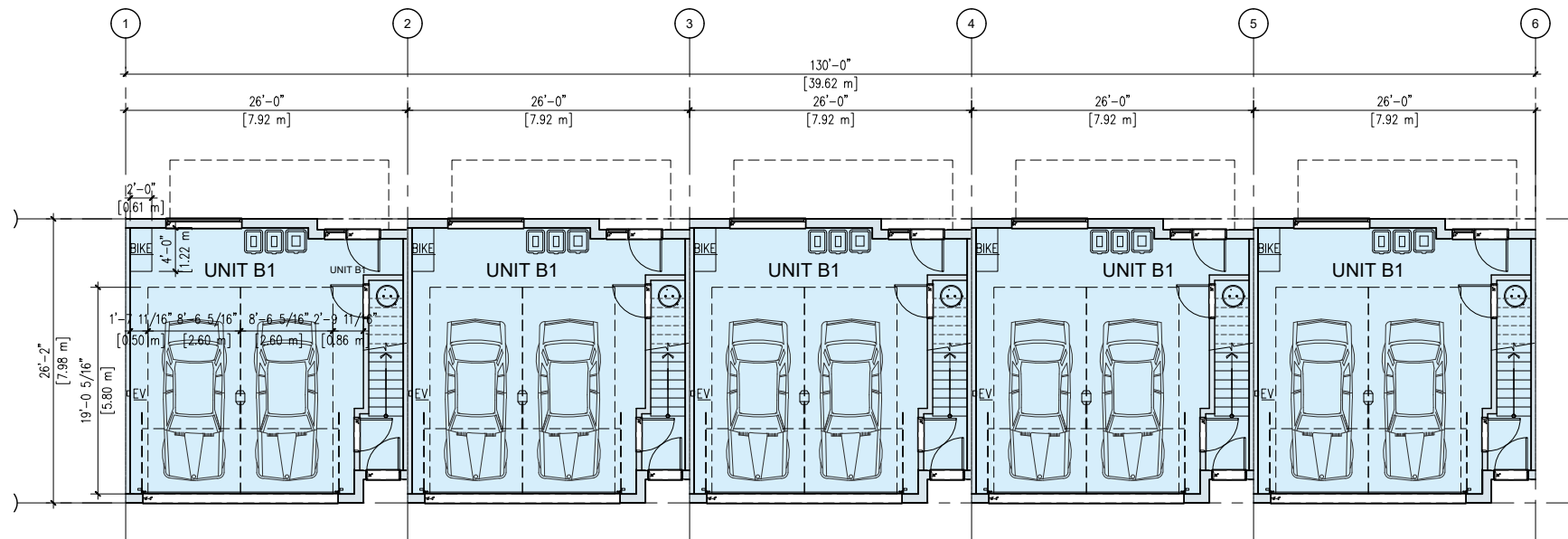
**1** BLOCK 5 - 3rd FLOOR PLAN  
A5-202 1/16" = 1'-0"



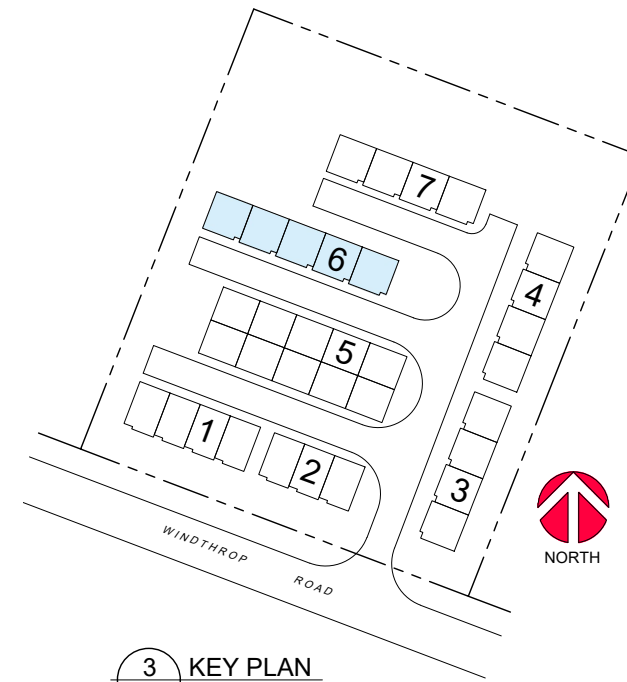
**3** KEY PLAN  
A5-202 N.T.S.



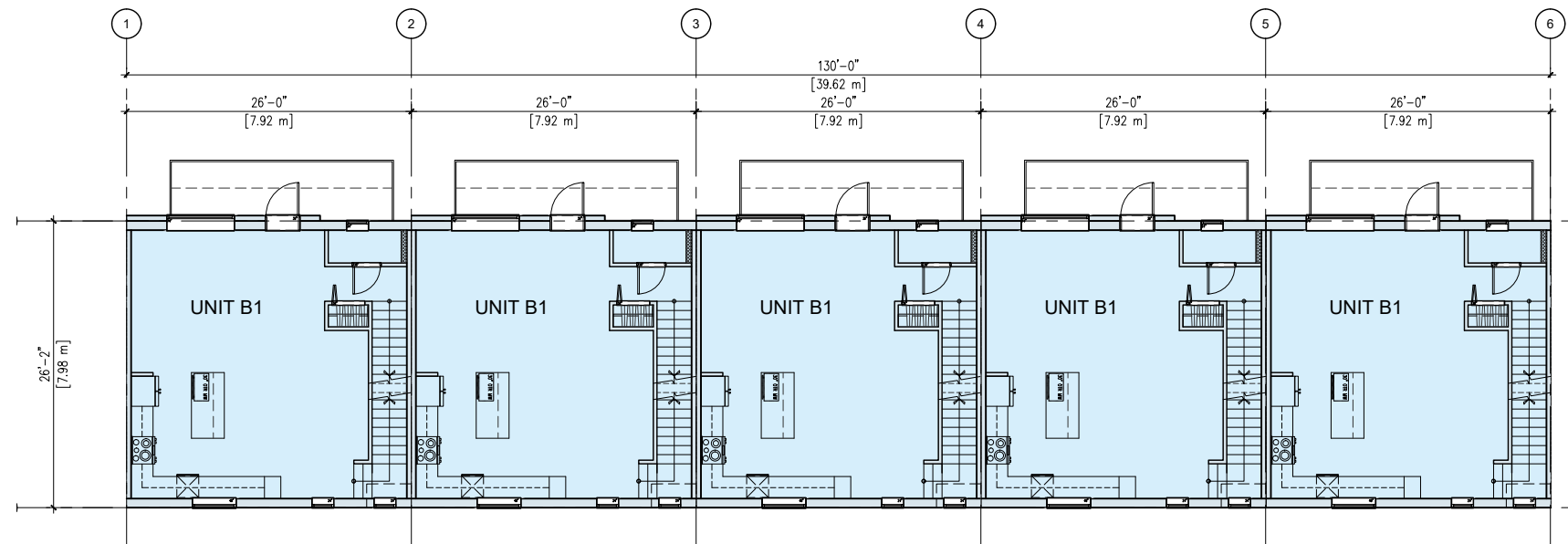
**2** BLOCK 5 - ROOF FLOOR PLAN  
A5-202 1/16" = 1'-0"



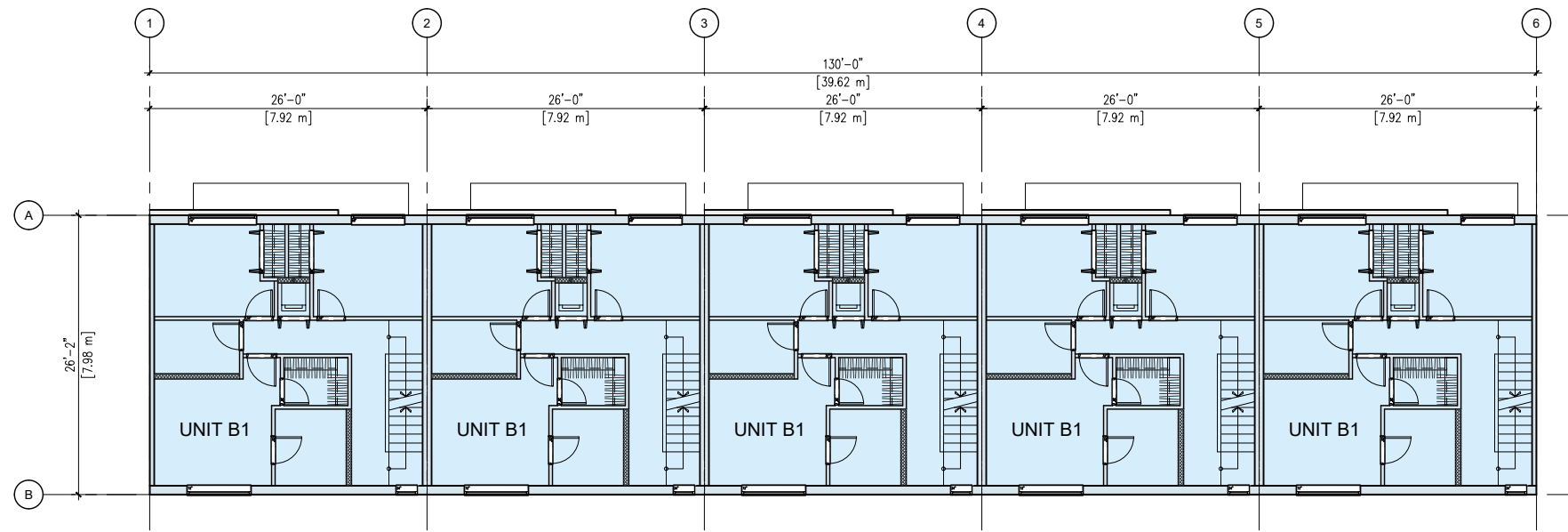
1 BLOCK 6 - 1st FLOOR PLAN  
A6-201 1/16" = 1'-0"



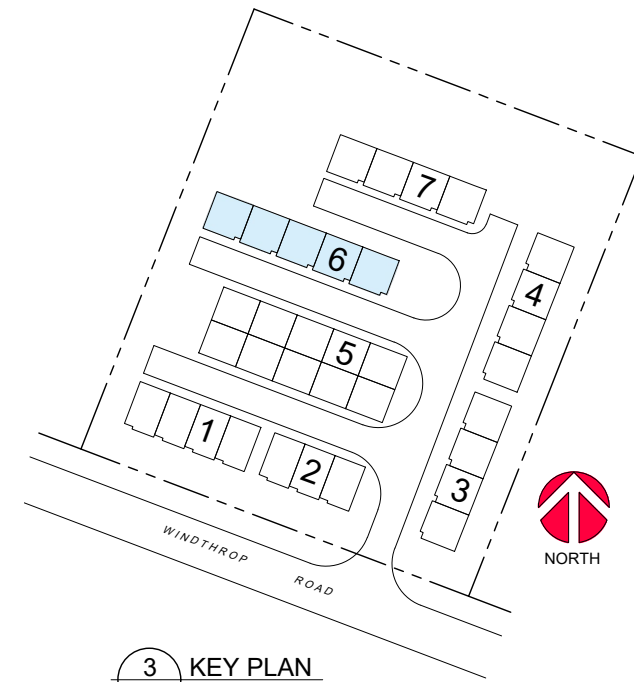
3 KEY PLAN  
A6-201 N.T.S.



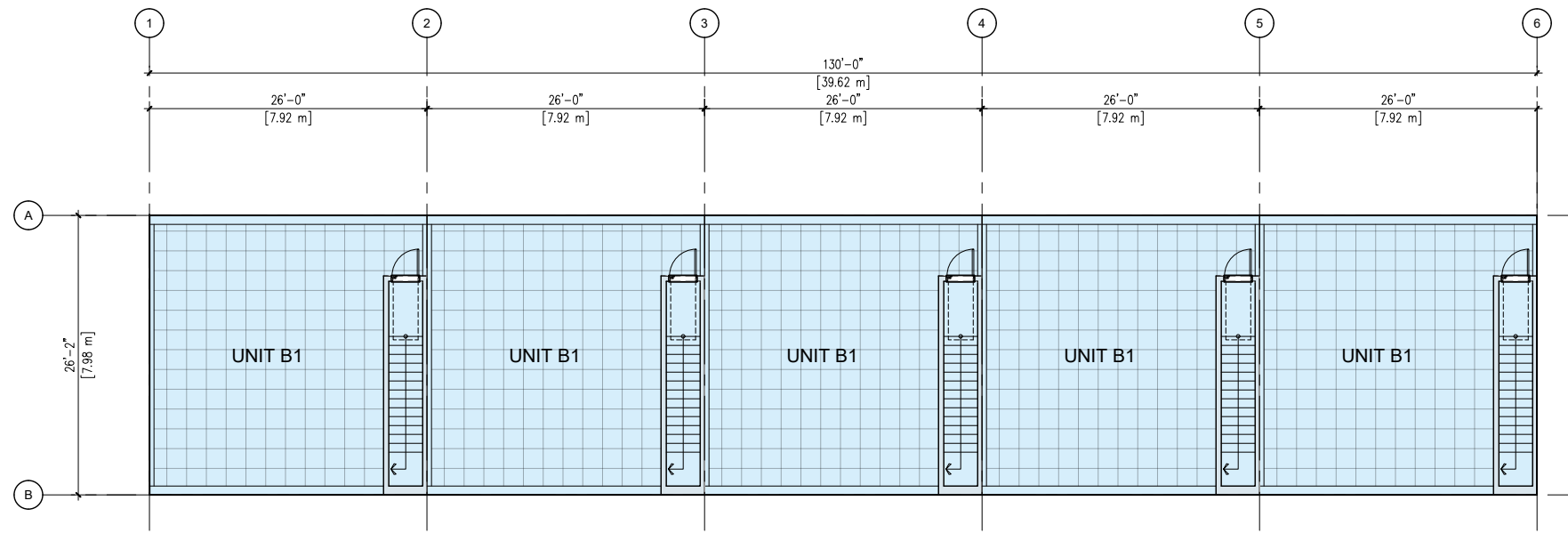
2 BLOCK 6 - 2nd FLOOR PLAN  
A6-201 1/16" = 1'-0"



1 BLOCK 6 - 3rd FLOOR PLAN  
A6-202 1/16" = 1'-0"

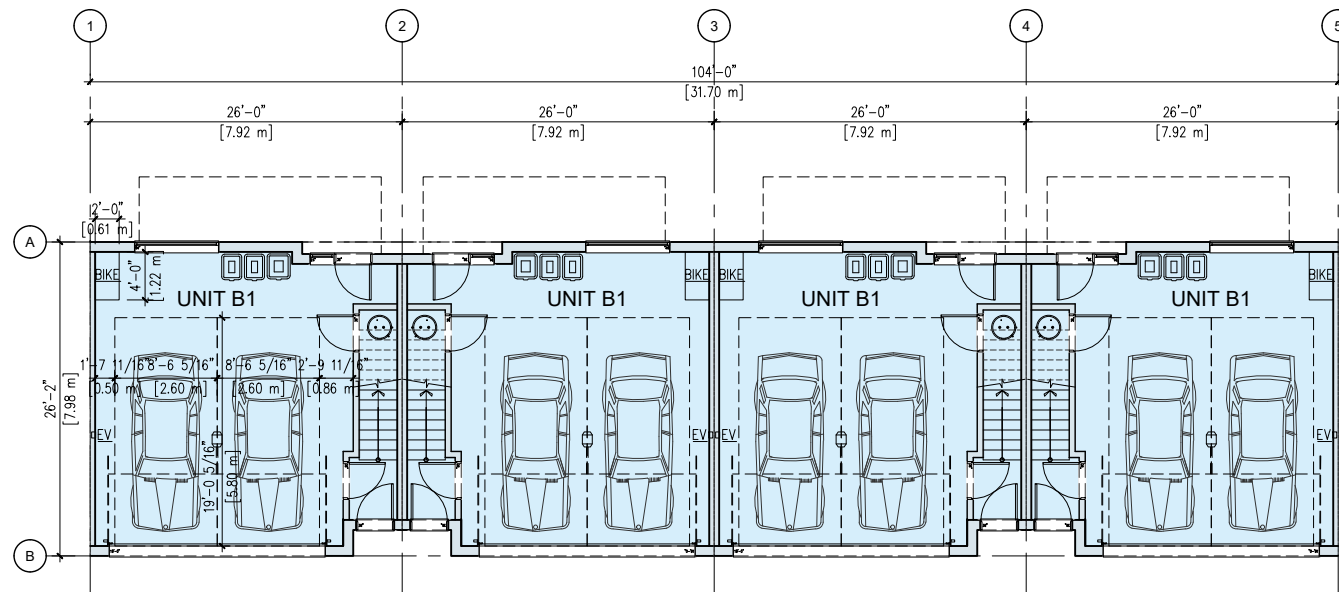


3 KEY PLAN  
A6-202 N.T.S.

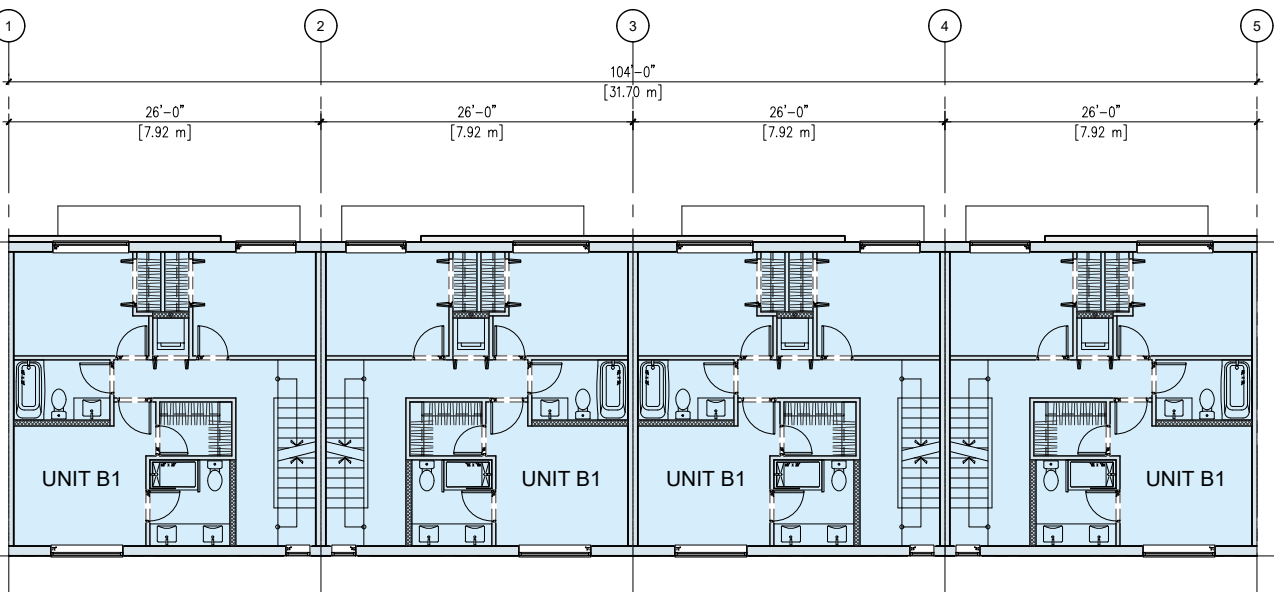


2 BLOCK 6 - ROOF FLOOR PLAN  
A6-202 1/16" = 1'-0"

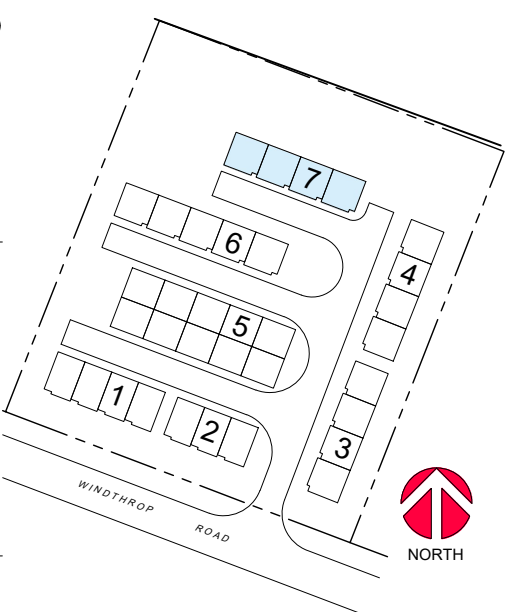




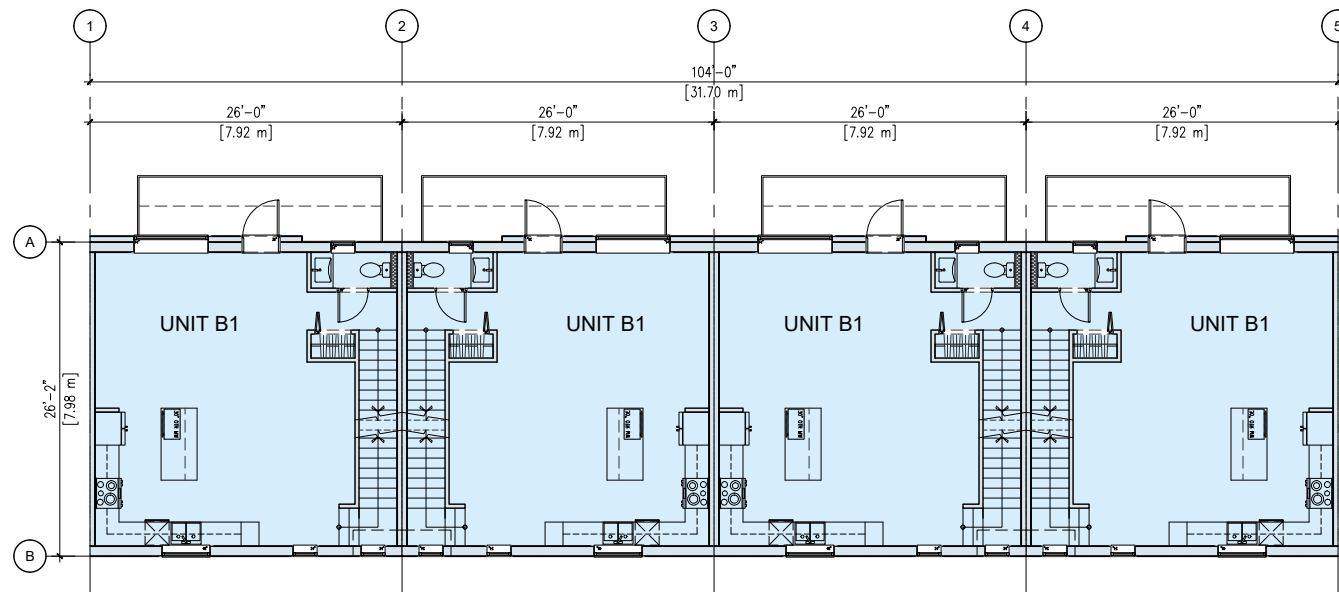
1 BLOCK 7 - 1st FLOOR PLAN  
A7-201 1/16" = 1'-0"



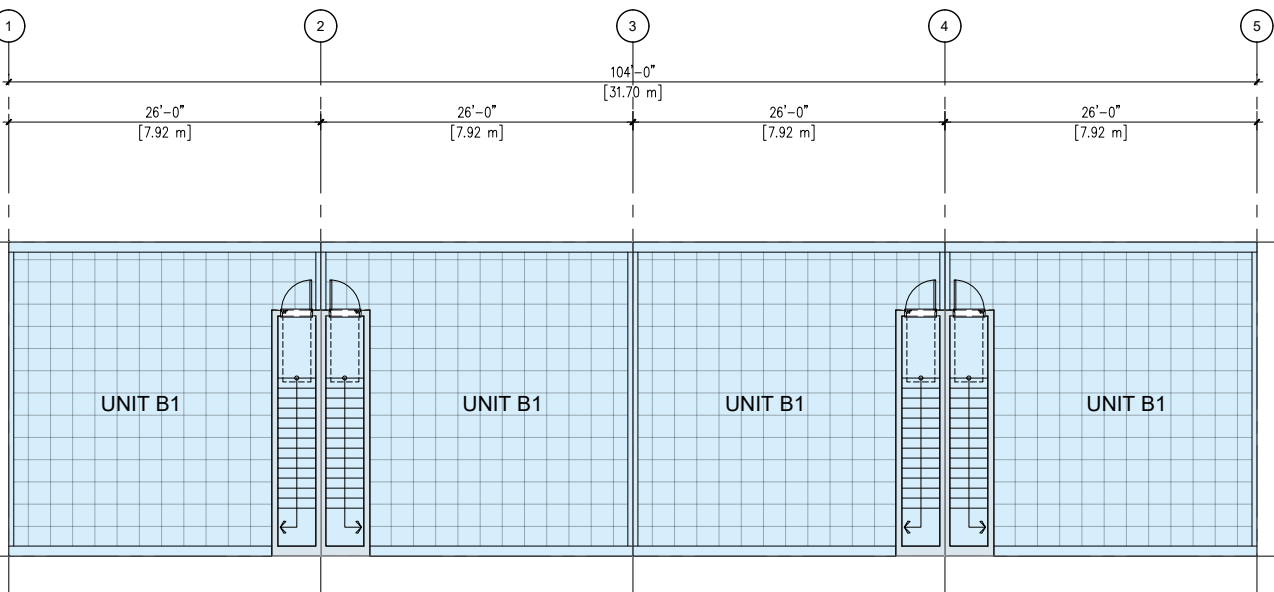
3 BLOCK 7 - 3rd FLOOR PLAN  
A7-201 1/16" = 1'-0"



5 KEY PLAN  
A7-201 N.T.S.



2 BLOCK 7 - 2nd FLOOR PLAN  
A7-201 1/16" = 1'-0"



4 BLOCK 7 - ROOF FLOOR PLAN  
A7-201 1/16" = 1'-0"

