

APPLICATION FOR BOULEVARD PERMIT

Permits issued will satisfy the requirements of *The
Boulevard Regulation Bylaw, 2018, No 9487*

Please submit the completed application to: engineering@saanich.ca
The Municipality requires ten (10) working days to process the permit application

THIS IS NOT A PERMIT AND DOES NOT AUTHORIZE COMMENCEMENT OF WORK

Civic Address: _____

Prior to completing the application please review:

- [Boulevard Regulation Bylaw](#)
- [Boulevard information page](#)
- [Boulevard Maintenance and Planting Tips](#)
- [BC One Call for Utility Locations](#)

THE FOLLOWING ARE NOT PERMITTED:

- Fences
- Individual Rocks
- Parking Areas
- Sheds
- Retaining Walls
- Hedges

Please submit the following:

Completed Application Form
Plans showing existing AND proposed work
Photos of existing boulevard
[Owner's Authorization Form](#) (if applicable)

Brief Description of Proposed Works:

Owner Information		
Name (s)		
Address	City	Postal Code
Email	Phone	Cell

Agent Information (if Applicable) ** Must have a completed Owner's Authorization Form		
Name (s)	Company Name	
Address	City	Postal Code
Email	Phone	Cell

Before any works or activities on municipal property, road allowance or rights of way can be approved, the owner must review [Boulevard Maintenance and Planting Tips](#) and the following:

Liability, Waiver of Claims, Assumptions of Risks and Indemnity conditions

- As boulevards are in close proximity to moving vehicle traffic, applicants must take extra precautions to be visible while working on a boulevard, be alert to those traveling nearby and be responsible for tools and other persons who may be assisting in the landscaping works
- One of the conditions of a Boulevard Permit is that you and your helpers assume full and sole responsibility for any bodily injury, property damage, or other harm that is suffered by you, your helpers, or any third party, arising in any way from, or connected in any way to, your garden-related activities, and any related liabilities, damages, complaints or claims (collectively “Claims”) including, without limiting the generality of the foregoing, injury to anyone who may trip and fall in your garden, illness to anyone who may eat plants from your garden, and lost or damaged plants, structures or ornaments caused by anyone including the District.
- The granting of a Boulevard Permit to engage in landscaping (gardening) on Saanich boulevards is not intended to establish any agency or other relationship between Saanich and any person engaged in gardening on a boulevard. Saanich does not assume any responsibility or supervising authority for gardening on boulevards.
- By engaging in boulevard gardening, you agree, as part of the Boulevard Permit conditions to comply with these conditions, and to waive any and all Claims against Saanich, its officers, employees, elected officials, contractors and agents (collectively “Releases”) in relation to any Claims and you further agree to indemnify and save harmless the Releases from any and all Claims including legal costs and expenses that may be based on or related to your action, omission or inaction.
- Granting of a Boulevard Permit to garden (landscape) on a Saanich boulevard is not intended to confer any legal or equitable interest or property right in Saanich boulevards. Saanich reserves the right to re-occupy the boulevards at any time and for any reason without notice to you or payment of any compensation for removal of the plants or other property from the boulevard or for the time and effort spent by you or anyone else in gardening or improving the boulevard in any way.

Statement

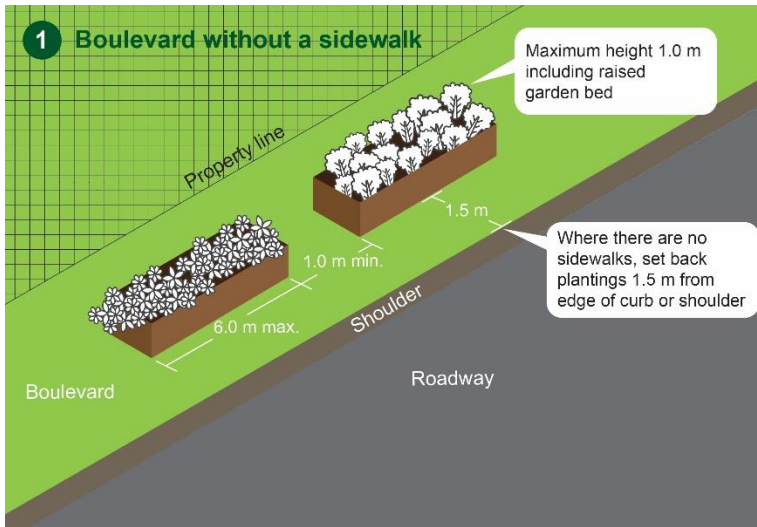
We declare that we are the Owner or Occupant, that we have reviewed the liability and risks as identified above, and that the information provided is accurate and complete.

Signature: _____

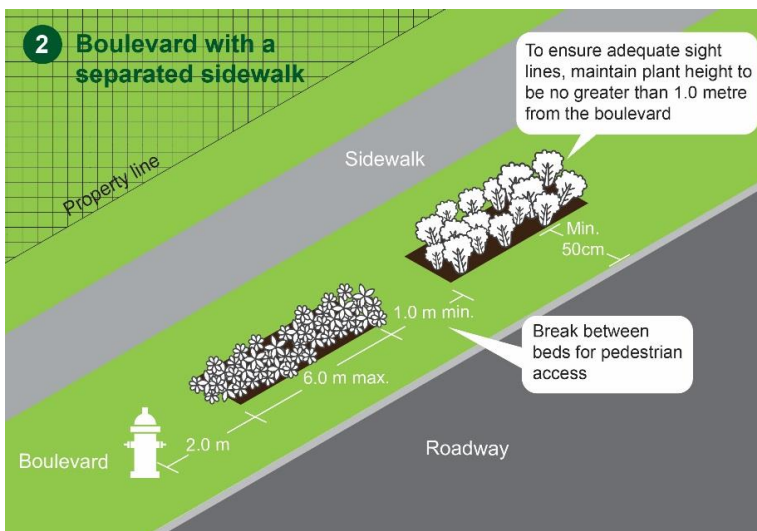
Date: _____

Freedom of Information and Protection of Privacy Act (FIPPA). This collection of personal information is authorized under the Local Government Act, Community Charter and section 26(c) of FIPPA. The information will be used for processing this application. Please note that particulars about this permit including the owner name and civic address will be treated as public information and may be used for reporting and statistical purposes. Questions can be directed to the District's Information and Privacy Team at 770 Vernon Avenue, Victoria, BC, V8W 2W7, Tel. (250) 475-1775, Email: foi@saanich.ca.

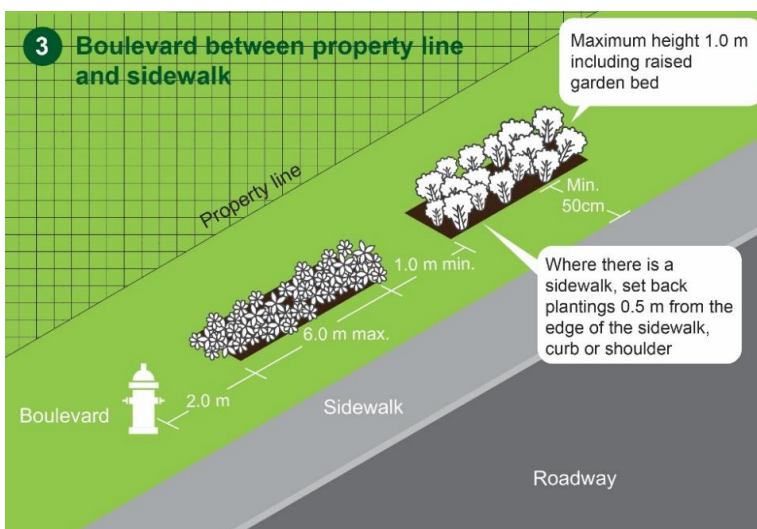
Updated: October 2023



- If there is no sidewalk, pedestrians must have access so they are not forced to walk on the street. At maturity, plantings must be set back 1.5 m from the edge of the curb or shoulder (see Figure 1).



- Where there are separated sidewalks (Figure 2), maintain a path of at least 50 cm along the curb edge to allow pedestrians to easily open and close vehicle doors, and to cross to the sidewalk from the street. Garden beds should be no longer than 6.0 m without a break of 1.0 m or more.
- At maturity, plantings should be set back 0.5 m from sidewalks (Figures 2 and 3).



- Maintain 2.0 m clearance around fire hydrants, utility poles, bus shelters or bus landing areas or other permanent structures (Figure 3). Make sure they are easily visible and accessible from both the street and the sidewalk.
- Be aware that you may lose landscaping and ornamental features. If emergency or other work crews need to perform work on the boulevard. You may or may not receive advanced notification. In either event, please treat work crews respectfully