HOYT
DESIGN CO

June 23, 2026

District of Oak Bay
Mayor and Council
2167 Oak Bay Avenue

Re: Development Application – 3260 Uplands Place (Uplands Design Review)

Dear Mayor and Council,

On behalf of our client, we are pleased to submit this application for the redevelopment of 3260 Uplands Place within the Uplands neighbourhood. This application is an amendment to the approved 2023 Development Permit ADP00159. The home's exterior concept has been updated and floor area substantially reduced, however the siting and landscape design is largely maintained in order to preserve the overall site concept of the previous permit. The new plan offers a lower impact with increased yard space and separation from neighboring properties.

The proposal consists of a single family home thoughtfully designed to align with current zoning permissions while remaining highly responsive to the character and intent of the Uplands; maintaining a residential park atmosphere, ensuring sensitivity to the surrounding context, and delivering a high standard of architectural and landscape design.

Project Overview

The development is a new single family home with attached garage located on a short cul-de-sac with a site area of 2,848 m². The subject property is adjoined by five neighbouring lots facing primarily rear yards and providing a generous spacing under a mature tree canopy.

The proposal complies with all key zoning parameters, including:

- Floor Space Ratio: Below maximum allowance
- Lot Coverage: Below maximum allowance
- Building Heights: Fully compliant
- Setbacks: Greater than minimum allowance on all sides.

The result is a development that fits comfortably within both the regulatory framework and the physical context of the neighbourhood.

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Response to Uplands Context and Design Guidelines

1. Reinforcing the Residential Park Setting

A central objective of the design is to maintain the **residential park character** envisioned for the Uplands . The proposed landscape maintains and re-enforces the site through:

- A substantial retention of mature Garry Oak and existing tree canopy.
- Creation of an open green space front yard from the pedestrian interface.
- Low impact Landscape and Building disturbance to the natural state.

Retention of the existing canopy is paramount to maintaining the existing **park-like environment**, contributing positively to the broader neighbourhood context.

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2. Sensitivity to Scale, Massing, and Neighbourhood Character

The development responds to the immediate **Neighborhood Character** in similar form and scale. This is achieved through:

- Articulation of the facade and roof forms.
- Variation of single and two storey massings
- Maintaining large setbacks with a modestly proposed floor area.
- Using simple, restrained architectural forms

From the street and surrounding properties, the development presents as a traditional single family home nestled within a private contained lot.

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3. Landscape Strategy and Tree Considerations

The subject property features many significant protected trees, which are being carefully retained where possible. Centrally locating the proposed building in the existing footprint provides a sensitive landscape strategy:

- Maintaining 84% of existing tree canopy and all mature hedges to maintain the privacy buffers between properties.
- Re-enstating open front and rear yards
- Low impact hard and soft landscaping, closely reserved around the proposed home

The mature growth surrounding the property provided the opportunity for retaining this substantial park like setting.

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4. Privacy, Views, and Shadowing

The design has been carefully developed to minimize impacts on neighbouring properties:

- Building orientation limits opportunities for overlook
- Landscape buffering provides well established privacy screening
- Large setbacks to property lines reinforce a respectful privacy
- Small frontage along the quiet Cul-de-Sac maintains discreet views into the property.

The overall approach ensures a high level of privacy and compatibility with the surrounding context.

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5. Integration of Access, Parking, and Servicing

Vehicular access and servicing have been designed to be subordinate to the landscape, consistent with Uplands principles:

- Narrow, landscaped drive aisles
- Screening of driveway and parking areas with existing planting
- Minimal visual presence from the street
- Side fencing provides additional screening to private yard spaces

These elements contribute to maintaining the open, park-like character of the site.

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6. Architectural Expression and Design Quality

The architectural approach is simple, refined, and timeless, emphasizing:

- Integrated natural materials on all sides of the home
- Strong architectural gable expressions softened by a primary hip roofs
- A restrained palette of high-quality materials

- Articulated form to accentuate depth and quality within the site

The architecture is intended to complement the mature landscape and broader neighbourhood, settling into a central location framed by front yard canopy.

A Balanced Approach to Neighbourhood Evolution

This proposal demonstrates how a new home can be thoughtfully integrated into the existing context with respect to the defining qualities of the neighbourhood.

- Prioritizes landscape over built form
- Maintains modest building size and sensitive siting
- Enhances ecological and visual quality of the site
- Ensures compatibility with adjacent properties

The project represents a measured and contextually appropriate scale of new residential development within the Uplands.

Conclusion

We respectfully trust that this updated proposal meets the intent of the Uplands Design Guidelines and aligns with the broader objectives of the District of Oak Bay.

In particular, the project:

- Reduces Reinforces the residential park atmosphere
- Maintains compatibility in scale, massing, and siting
- Delivers an enhancement to the neighborhood interface
- Reduces impacts to protected trees
- Demonstrates a high level of design quality

We appreciate Council's consideration of this application and would welcome the opportunity to present the project in further detail.

Sincerely,
Hoyt Design Co.