

MEETING CANCELLED



AGENDA BOARD OF VARIANCE MEETING

July 3, 2025, 4:00 PM

Boardroom, Service and Resource Centre
411 Dunsmuir Street, Nanaimo, BC

Pages

1. CALL THE MEETING OF THE BOARD OF VARIANCE TO ORDER:

2. INTRODUCTION OF LATE ITEMS:

3. ADOPTION OF AGENDA:

4. ADOPTION OF MINUTES:

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Minutes of the Board of Variance Meeting held in the Boardroom of the Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Thursday, 2025-JUN-05 at 4:04 p.m.

5. PRESENTATIONS:

a. Board of Variance Application No. BOV00788 - 532 Selby Street

5 - 10

Section 11.5.1 of the "City of Nanaimo Zoning Bylaw 2011 No. 4500" sets out the minimum setback requirements for a principal building. Where a side lot line abuts a residential zone, the minimum side yard setback is 4.5m.

The applicant requests to reduce the minimum required (east) side yard setback from 4.5m to 1.6m to allow the construction of a single residential dwelling. This is a variance request of 2.9m.

6. REPORTS:

7. OTHER BUSINESS:

8. ADJOURNMENT:



MINUTES

BOARD OF VARIANCE MEETING

Thursday, June 05, 2025, 4:04 P.M.
Boardroom, Service and Resource Centre,
411 Dunsmuir Street, Nanaimo, BC

Present: Nelson Allen, Chair
Brian Anderson, At Large
Michael Bassili, At Large
Jaime Dubyna, At Large
Kyle Wickland, At Large

Staff: L. Rowett, Manager, Current Planning
K. Mayes, Planner, Current Planning
G. Hunter, Community Development Clerk
A. Bullen, Recording Secretary

1. CALL THE MEETING OF THE BOARD OF VARIANCE TO ORDER:

The Chair called the meeting of the Board of Variance to order at 4:04 p.m.

2. ADOPTION OF AGENDA:

It was moved and seconded that the agenda, be adopted. The motion carried unanimously.

3. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Board of Variance Meeting held in the Boardroom of the Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Thursday, 2025-MAY-01 at 4:01 p.m. be adopted. The motion carried unanimously.

4. PRESENTATION:

a. Board of Variance Application No. BOV00787 – 520 Vancouver Avenue

Introduced by Nelson Allen, Chair.

Isaac Bowden, Owner, spoke regarding Board of Variance Application No. BOV00787 – 520 Vancouver Avenue. Highlights included:

- Intend to address fire separation by replacing exterior cladding
- Proposing to raise the house, as this portion of the building currently sits on posts without a structural foundation
- Noted concerns regarding the structural integrity of the existing house
- A request for a variance of 0.43m, as a portion of the house currently encroaches into the setback area

Nelson Allen, Chair, opened the floor for discussion. Highlights included:

- Clarification that the building footprint would extend toward the rear of the property
- Confirmation that removing the encroaching portion of the house is an option if the variance is not approved
- Discussion regarding the historic subdivision of the lots
- Consideration of the heritage value of the home and the surrounding neighbourhood

Nelson Allen, Chair, opened the floor to the public.

Steve Clark, 522 Vancouver Avenue, expressed support regarding the application.

Staff provided clarification regarding setback regulations in 1932, noting that zoning varied depending on when different areas were amalgamated into the City. Therefore, the existence of setback requirements at that time must be assessed on a property-specific basis.

It was moved and seconded that the Board of Variance finds that hardship exists in the case of application BOV787 at 520 Vancouver Avenue, due to the tightness of the property and the existing conditions. The motion carried unanimously.

It was moved and seconded that the Board of Variance approve application BOV787 at 520 Vancouver Avenue to vary section 7.5.1 of the Zoning Bylaw, to reduce the minimum (north) side yard setback for a principal building from 1.5m to 0.43m for a portion of an existing single residential dwelling to raise the building approximately 1.2m in height, there being evidence of undue hardship. The motion carried unanimously.

5. ADJOURNMENT:

It was moved and seconded at 4:19 p.m. that the meeting adjourn. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

RECORDING SECRETARY



PLANNING & DEVELOPMENT

BOARD OF VARIANCE

NOTICE OF MEETING

A meeting of the Board of Variance will be held on Thursday, July 3rd, 2025, at 4:00 p.m. in the Board Room, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC to hear the following appeal:

APPEAL NO: **BOV00788**

Applicant: Skyangels Properties Ltd.

Civic Address: 532 Selby Street

Legal Description: PARCEL D (DD 9529N) OF LOT 13, BLOCK 16, SECTION 1, NANAIMO DISTRICT, PLAN 584

Zoning: Old City Mixed Use (DT8)

Requested Variance: Section 11.5.1 of the “City of Nanaimo Zoning Bylaw 2011 No. 4500” sets out the minimum setback requirements for a principal building. Where a side lot line abuts a residential zone, the minimum side yard setback is 4.5m.

The applicant requests to reduce the minimum required (east) side yard setback from 4.5m to 1.6m to allow the construction of a single residential dwelling. This is a variance request of 2.9m.

You are being notified as an owner or tenant of land that is adjacent to the property that is the subject of this application. If you deem your property to be affected by the proposed variance, and wish to address this appeal, you will be given the opportunity to be heard at the Board of Variance meeting. Members of the public may submit comments in writing or attend the meeting in-person.

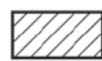
For questions, please contact Kristine Mayes, Planner by email at Planning@nanaimo.ca, or by phone at 250-755-4460 ext. 4355.

WRITTEN SUBMISSION: Written comments must be submitted by email to the above address no later than 2:30 p.m. July 3rd, 2025.

ATTEND IN-PERSON: To address this appeal in person you must attend this meeting, in the Board Room, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC on Thursday, July 3rd, 2025, at 4:00 p.m.

The map displays a residential neighborhood with the following streets and lot numbers:


- Streets:** ALBERT ST, SELBY ST, ROBERTS ST, MILFORD CRES, HECAETE ST, PRIDEAUX ST.
- Lot Numbers:** 460, 488, 437, 451, 461, 481, 495, 512, 522, 532, 546, 410, 430, 505, 547, 571, 573, 575, 510, 512, 520, 526, 532, 540, 546, 551, 557, 561, 575, 595, 510, 516, 522, 31, 35, 406, 408.
- Zoning Districts:** DT7, DT8, DT9, R15, PRC2.
- Highlighted Lot:** 532 (located at the intersection of Selby St and Milford Cres).



6

AERIAL PHOTO



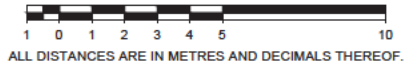
 532 SELBY STREET

SITE PLAN OF PARCEL D (DD 9529N) OF LOT 13, BLOCK 16, SECTION 1, NANAIMO DISTRICT, PLAN 584.

SHOWING LOCATION OF EXISTING AND PROPOSED BUILDINGS AND FEATURES THEREON.

CITY OF NANAIMO
CIVIC ADDRESS: 532 SELBY STREET
PID: 008-851-298
ZONE: DT8
PARCEL AREA: 262.6m²
CLIENT: SKYANGEL PROPERT ES

SCALE 1:150



ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF.

14
PLAN 584

10
PLAN 584

PARCEL C
13
PLAN 584

9
PLAN 584

LEGEND

- X 36.66 - DENOTES SPOT ELEVATION OF 36.66m (TYPICAL)
- DOT - DENOTES SPRAY-PAINT DOT PLACED
- STK - DENOTES WOODEN STAKE PLACED
- GW - DENOTES POWER POLE ANCHOR
- IC - DENOTES INSPECTION CHAMBER
- PP - DENOTES POWER POLE

| BUILDING AND HEIGHT CALCULATIONS | |
|-----------------------------------|---------|
| Average Natural Grade (NG) | 37.78 m |
| Average Finished Grade (FG) | 37.78 m |
| Maximum Permitted Building Height | 10.5 m |
| Proposed Building Height | 6.86 m |
| Maximum Roof Peak Elevation | 48.28 m |
| Proposed Roof Peak Elevation | 44.84 m |

ELEVATIONS ARE GEODETIC (CGVD28) AND
DERIVED FROM CONTROL MONUMENT 90H9803
PUBLISHED ELEVATION = 37.014m

PROPERTY DIMENSIONS SHOWN ARE DERIVED FROM: PLAN 584.

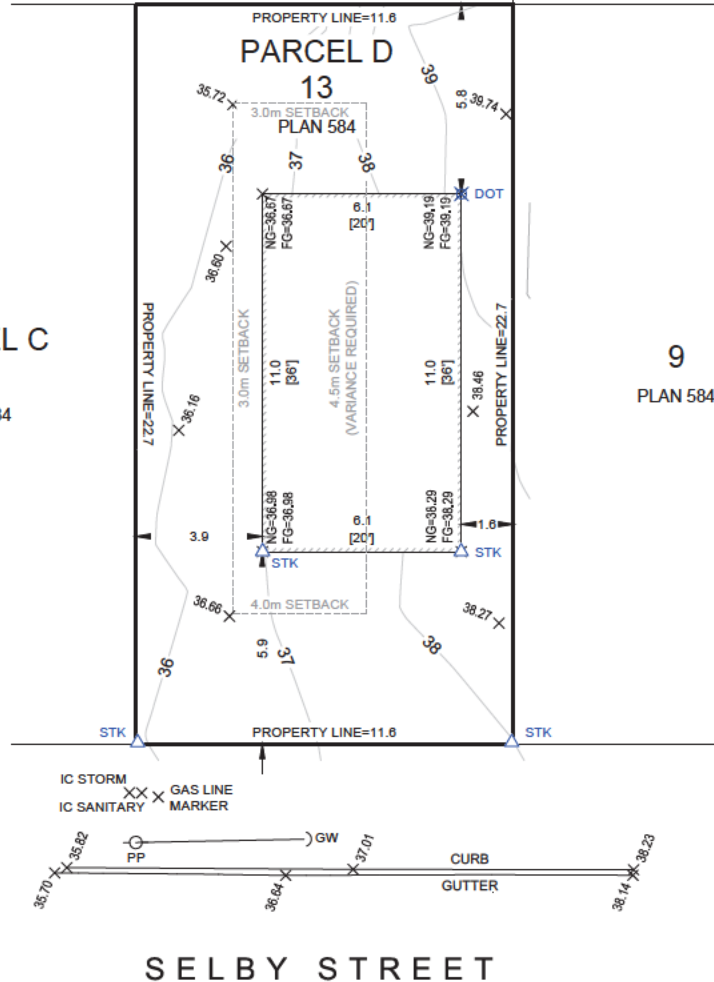
OFFSETS TO PROPERTY LINES ARE NOT TO BE USED TO DEFINE BOUNDARIES.

REFER TO CURRENT CERTIFICATE(S) OF TITLE FOR ADDITIONAL, EXISTING
OR PENDING CHARGES.

THIS PLAN SHOWS THE LOCATION OF VISIBLE FEATURES ONLY, AND DOES NOT
INDICATE BURIED SERVICES THAT MAY EXIST ON OR AROUND THE SUBJECT SITE.



v2025-05-30



SELBY STREET

RECEIVED
BOV788
2025-JUN-06
Current Planning

NOTE:

THIS PLAN HAS BEEN PREPARED FOR PRELIMINARY PURPOSES ONLY
AND IS FOR THE EXCLUSIVE USE OF OUR CLIENT.

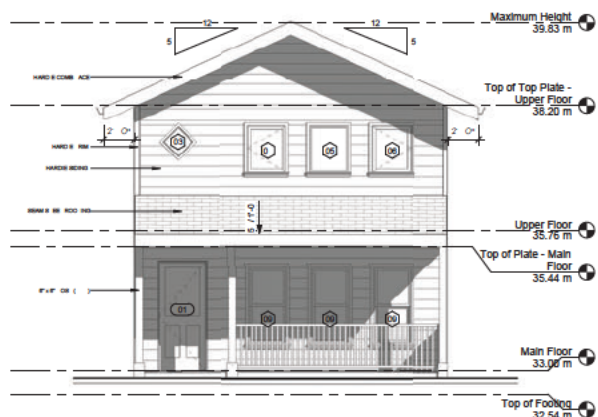
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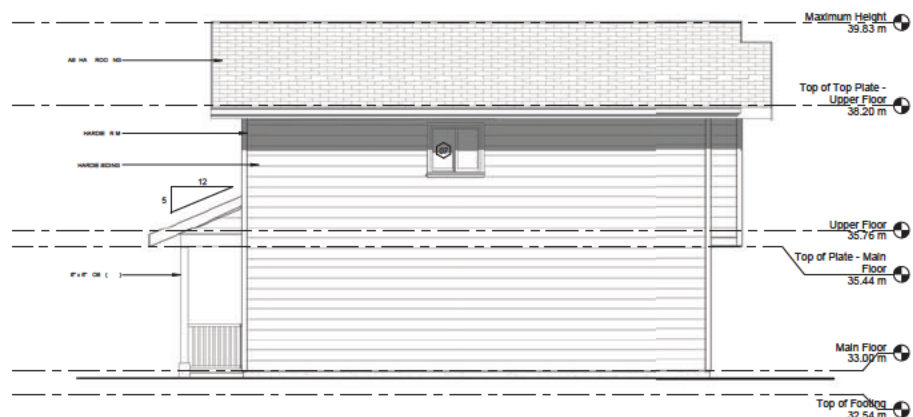
CERTIFIED CORRECT

FIELD SURVEY COMPLETED ON THE 20th DAY OF MAY, 2025.

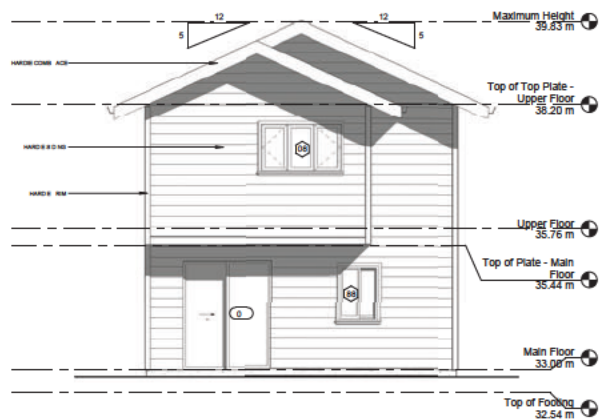
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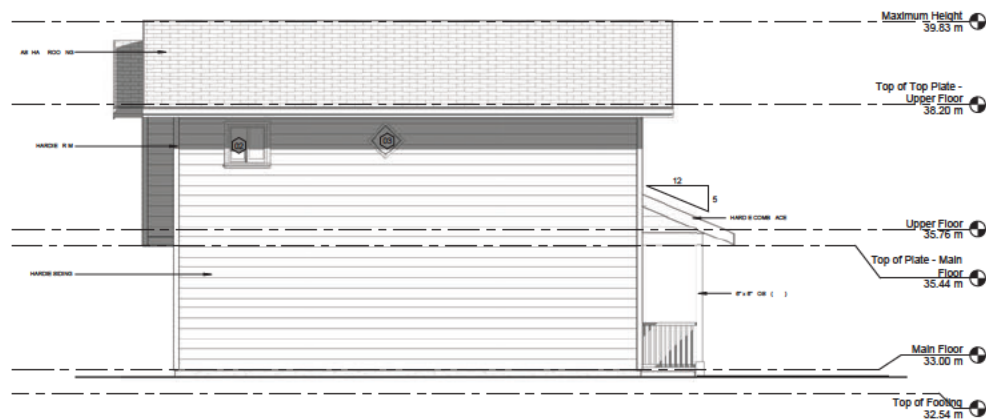
③ South Elevation
1/4" 1'-0"



① East Elevation
1/4" 1'-0"



② North Elevation
1/4" 1'-0"



④ West Elevation
1/4" 1'-0"



HOMES BY OLIVIA
INC.

(250) 268-6656
olivia@homesbyolivia.org

532 Selby Street

Skyangel Developments

RECEIVED
BOV788
2025-JUN-06
Current Planning

[illegible]

New Single Family Dwelling Elevations

| | |
|----------------|------------|
| Project number | |
| Date | 2025-05-19 |
| Drawn by | OS |
| Checked by | OS |

A101

| | |
|-------|--------------|
| Scale | 1/4" = 1'-0" |
|-------|--------------|

Letter of Rationale

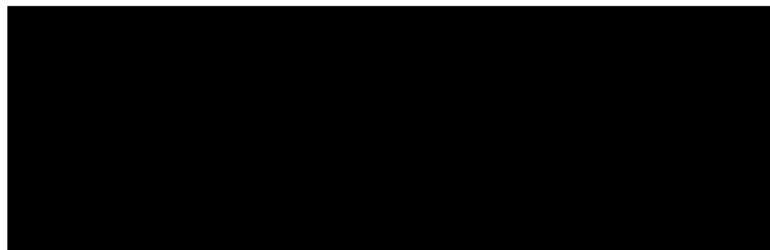
We as builders are interested in buying this property:- 532 Selby Street
Nanaimo, B.C.

However, with the set-backs of 4.5m, it will allow for a home only 13' wide.

We are asking only for a small home of 20' wide which we need set-backs of 1.6 m.

I will be at the meeting to answer any questions.

Thanking you,



Potential Buyer