



## **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.

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CHAIR

CERTIFIED CORRECT:

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RECORDING SECRETARY