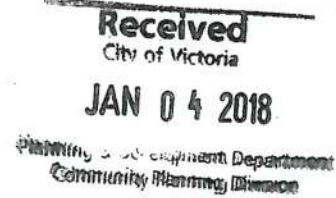


January 4, 2018

Mayor and City Councilors
City of Victoria
1 Centennial Square
Victoria, BC V8W 1P6



Dear Mayor Helps and City Councilors,

Re: Development Variance Application for House Conversion at 632 Raynor Avenue

Please accept this letter and the attached materials as my family's request for a development variance for the property we own at 632 Raynor Avenue in Vic West. Specifically, *we are requesting a variance to reduce the parking requirement to allow for a house conversion of our legal duplex to a legal three-unit residential building.* There is an existing basement suite that we are seeking to bring into conformance with planning and building regulations.

We purchased the 1913-built character home in September 2016 with a view to preserving the historic exterior, restoring the interior spaces, and maintaining the rental units. At the time of purchase, there were three occupied rental units with 12-month rental agreements in place. The two upper units were the result of a legal house conversion to a duplex in 1953. The basement suite was constructed without zoning or building permits several decades ago. The previous owner confirmed that the basement suite was and rented since at least the 1980s.

The tenant of the basement suite vacated the unit in June 2017. We have not advertised or rented the unit since that time. Instead, we decided to investigate our options for bringing the suite into legal conformance. Based on our conversations with City of Victoria planning staff, we understand that our property meets all of the criteria (Schedule G, Zoning Regulation Bylaw) for a legal conversion to a three-unit building except that there is insufficient off-street parking. The property only contains one off-street parking space as approved in 1953. There is no additional parking for the basement suite. We are applying for a development variance to address this issue. We request the City Council support our application for the following reasons:

1. No New Impacts from Legalized Basement Suite

The basement suite has been as occupied as a rental for several decades. There will be no new impacts (traffic, parking, etc.) on the neighbourhood as a result of legalizing the unit.

2. Consistent with the Draft 2017 Vic West Neighbourhood Plan

Allowing three units within a large character home is consistent with several goals of the Draft Vic West Neighbourhood Plan. These include allowing a broader range of housing types near Craigflower Village and encouraging adaptive reuse of buildings with heritage merit. The plan further contemplates allowing up to two suites in historic buildings and reduced parking requirements.

3. Preservation of Backyard Space and Mature Trees

The only area where additional parking could be accommodated on-site is in the small, rear yard. This compact outdoor space is heavily used by tenants for recreation, relaxation and food growing. It also contains several mature trees and provides visible green space to adjacent lots.

4. Alternative Transportation Options

The property's proximity to transit, bike and pedestrian infrastructure, as well as its location in a walkable neighbourhood, mean that all tenants do not need to own a car.

It is our hope that you will approve our application so that we can proceed with upgrading the suite to meet the building code, and complete a legal conversion. We adore this charming home. We also really appreciate Craigflower Village with its beautiful homes, green spaces, diverse households and dedicated businesses. Our family looks forward to being part of the positive, incremental change envisioned for this special place.

Please feel welcome to contact us with any questions or to request more information.

Sincerely,

A handwritten signature in black ink, appearing to read 'Elizabeth', with a long, sweeping horizontal line extending to the right.

Elizabeth FitzZaland, RPP, MCIP
Owner/Applicant