

## MOTIONS

1. **To Set Public Hearings for the Council Meeting of Thursday, October 1, 2015 for:**

It was moved by Councillor Alto, seconded by Councillor Lucas, that the following Public Hearings be held in Council Chambers, City Hall, on **THURSDAY, OCTOBER 1, 2015, at 7 p.m.:**

4. Development Variance Permit Application No. 00149 for 1362 Dallas Road Carried Unanimously

## REPORTS OF THE COMMITTEES

### **3. Planning and Land Use Committee – July 9, 2015**

#### **3. Development Variance Permit Application No. 00149 for 1362 Dallas Road**

It was moved by Councillor Thornton-Joe, seconded by Councillor Alto, that after giving notice and allowing an opportunity for public comment, that Council consider the following motion:

"That Council authorize the issuance of Development Variance Permit Application No. 00149 for 1362 Dallas Road, in accordance with:

1. Plans date stamped June 10, 2015.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
  - a. Schedule C, Section 16.A.7, reducing the off-street parking requirement from three stalls to two parking stalls for the four unit conversion;
  - b. Schedule G, Section 6.B, relaxation to allow changes to the exterior of the building for the addition of an unenclosed deck space on the south side yard;
  - c. Schedule G, Section 6.E, relaxation to allow changes to the exterior of a building facing a street, for the addition of an unenclosed deck space on the south side yard.
3. The Development Permit lapsing two years from the date of this resolution."

Carried Unanimously

### **3.3 Development Variance Permit Application No. 00149 for 1362 Dallas Road**

Committee received a report regarding an application for 1362 Dallas Road. The proposal is to convert the existing single family dwelling into four residential units.

**Action:** It was moved by Councillor Alto, seconded by Councillor Coleman, that Committee recommends that after giving notice and allowing an opportunity for public comment, that Council consider the following motion:

"That Council authorize the issuance of Development Variance Permit Application No. 00149 for 1362 Dallas Road, in accordance with:

1. Plans date stamped June 10, 2015.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
  - a. Schedule C, Section 16.A.7, reducing the off-street parking requirement from three stalls to two parking stalls for the four unit conversion.
  - b. Schedule G, Section 6.B, relaxation to allow changes to the exterior of the building for the addition of an unenclosed deck space on the south side yard.
  - c. Schedule C, Section 6.E, relaxation to allow changes to the exterior of a building facing a street, for the addition of an unenclosed deck space on the south side yard.
3. The Development Permit lapsing two years from the date of this resolution."

CARRIED UNANIMOUSLY 15/PLUC154



## Planning and Land Use Committee Report

For the Meeting of July 9, 2015

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**To:** Planning and Land Use Committee                      **Date:** June 25, 2015

**From:** Charlotte Wain, Senior Planner – Urban Design, Development Services Division

**Subject:** Development Variance Permit Application No. 00149 for 1362 Dallas Road

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### RECOMMENDATION

Staff recommend that Committee forward this report to Council and that after giving notice and allowing an opportunity for public comment, that Council consider the following motion:

"That Council authorize the issuance of Development Variance Permit Application No. 00149 for 1362 Dallas Road, in accordance with:

1. Plans date stamped June 10, 2015.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
  - i. Schedule C, Section 16.A.7, reducing the off-street parking requirement from three stalls to two parking stalls for the four unit conversion;
  - ii. Schedule G, Section 6.B, relaxation to allow changes to the exterior of the building for the addition of an unenclosed deck space on the south side yard;
  - iii. Schedule G, Section 6.E, relaxation to allow changes to the exterior of a building facing a street, for the addition of an unenclosed deck space on the south side yard.
3. The Development Permit lapsing two years from the date of this resolution."

### LEGISLATIVE AUTHORITY

In accordance with Section 922 of the *Local Government Act*, Council may issue a Development Variance Permit that varies a *Zoning Regulation Bylaw* provided the permit does not vary the use or density of land from that specified in the *Zoning Regulation Bylaw*.

### EXECUTIVE SUMMARY

The purpose of this report is to present Council with information, analysis and recommendations for a Development Variance Permit Application for the property located at 1362 Dallas Road. The proposal is to convert the existing property into four residential units. The variances are related to a reduction in the requirement for off-street parking stalls as well as allowing exterior changes to an existing building under the *House Conversion Regulations*.

The following points were considered in assessing this Application:

- The subject property is within Development Permit Area 16, General Form and Character, but is exempt from the applicable guidelines as the proposal includes a house conversion.
- The proposed one stall parking variance will have minimal, if any, impact on the surrounding residents.
- The relaxation to allow changes to the exterior of the building will have minimal impacts on the surrounding residents since the proposed unenclosed deck will be in the same location and is smaller (by approximately 3m<sup>2</sup>) than the existing deck on the property.

## **BACKGROUND**

### **Description of Proposal**

The proposal is to convert the existing property into four units. Specific details include:

- retention of the existing single family dwelling
- replacement of the existing deck/carport with a smaller deck to allow for two parking spaces that meet the minimum size requirements under Schedule C of the *Zoning Regulation Bylaw*
- provision of six suspended bike racks under the proposed new deck/carport.

The variances are related to a reduction in the requirement for off-street parking stalls as well as allowing exterior changes to an existing building under the *House Conversion Regulations*.

### **Sustainability Features**

The applicant has not identified any sustainability features associated with this proposal. However, the proposal does include the retention of an existing single family dwelling.

### **Active Transportation Impacts**

The Application proposes suspended bike racks for six bikes under the deck/carport, which support active transportation.

### **Public Realm Improvements**

No public realm improvements are proposed in association with this Development Variance Permit Application.

### **Existing Site Development and Development Potential**

The site is presently occupied by a single family dwelling with secondary suite.

Under the current R1-B Zone, Single Family Dwelling District, and Schedule G (House Conversion Regulations), the current floor area of the existing building would allow a maximum of four self-contained dwelling units.



## Data Table

The following data table compares the proposal with the existing R1-B Zone and the House Conversion Regulations under Schedule G. An asterisk (\*) is used to identify where the proposal is less stringent than the existing zone. A double asterisk (\*\*) is used to identify existing non-conformities.

Zoning Criteria	Proposal	Zone Standard R1-B	Schedule G
Site area (m <sup>2</sup> ) - minimum	446.90	230.00	n/a
Site area per unit (m <sup>2</sup> ) - minimum	77.10	n/a	33.00
Number of units - maximum	4	n/a	4
Total floor area (m <sup>2</sup> ) - maximum	412.00**	300.00	345.00
Height (m) - maximum	7.47	7.6	n/a
Storeys - maximum	2.5**	2	n/a
Site coverage % - maximum	48.00**	40.00	
Setbacks (m) - minimum			
Front (Dallas Road)	2.08**	7.50	n/a
Rear	1.45** (building) 0.70** (stairs)	7.50	n/a
Side (east)	0.90**	2.38	n/a
Side (west)	4.20	3.00	n/a
Existing deck/carport area (m <sup>2</sup> ) - minimum	30.70	n/a	n/a
Proposed deck/carport area (m <sup>2</sup> ) - minimum	27.60	n/a	n/a
Addition of unenclosed floor area	Yes*	n/a	Not permitted
Exterior change to a building	Yes*	n/a	Not permitted
Parking - minimum	2*	3	n/a
Bike parking - minimum	6	n/a	n/a

## Community Consultation

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variances Applications*, on April 10, 2015, the Application was referred for a 30-day comment period to the Fairfield Gonzales CALUC. At the time of writing this report, a letter from the CALUC had not been received.

This Application proposes variances, therefore, in accordance with the City's *Land Use Procedures Bylaw*, it requires notice, sign posting and a meeting of Council to consider the variances.

## ANALYSIS

### Proposed Parking Variance

The site could accommodate the three parking stalls that are required for a four-unit house conversion; however, they would not meet the size requirements specified under Schedule C.

Staff have reviewed the proposal and recommend that the Application move forward, based on the minimal impacts to the surrounding neighbourhood and the provision of bicycle facilities in excess of the minimum zoning requirements. Staff, therefore, recommend for consideration that Council support the proposed one stall parking variance.

### Regulatory Considerations

The regulations in Schedule G are applicable since the proposal includes a house conversion for the four units. Under these regulations, no exterior changes to the portion of the building facing the street are permitted. A variance is required to allow the reconstruction of the deck/car port, which is required to accommodate one of the parking stalls. The impacts of this deck will be minimal, since the setback from the street has been increased and the size is approximately 3m<sup>2</sup> smaller than the existing deck.

## CONCLUSIONS

The proposed conversion of a single family dwelling with secondary suite to four residential units provides an opportunity to increase the number of units in an existing structure, while preserving the form and character of a single family dwelling. Due to the minor parking variance and the provision of enhanced bicycle parking in excess of the requirements listed in Schedule C of the *Zoning Regulation Bylaw*, the impact on the surrounding properties is expected to be minimal. Additionally, the exterior changes to the building are considered to be minimal and will have little, if any, impact on the surrounding neighbourhood.

## ALTERNATE MOTION

That Council decline Development Variance Application No. 00149 for the property located at 1362 Dallas Road.

Respectfully submitted,



Charlotte Wain, Senior  
Planner – Urban Design  
Development Services  
Division



Alison Meyer, Assistant  
Director, Development  
Services Division



Jonathan Tinney, Director  
Sustainable Planning and  
Community Development

Report accepted and recommended by the City Manager:



Jason Johnson

Date: July 1, 2015

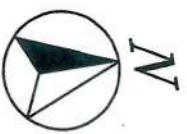
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## List of Attachments

- Zoning map
- Aerial map
- Letter from applicant dated June 16, 2015
- Plans dated June 10, 2015.

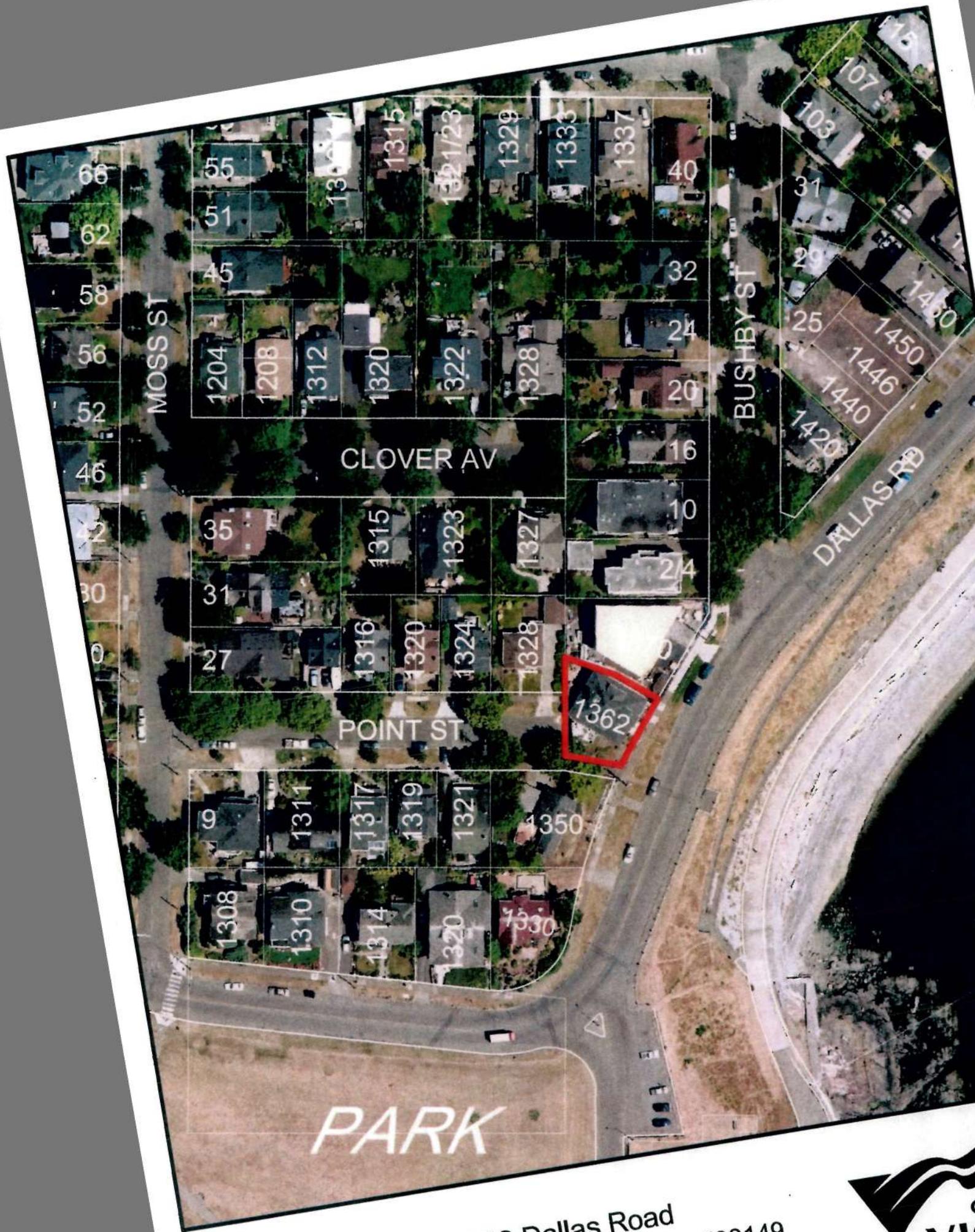




1362 Dallas Road  
Development Variance Permit #00149







1362 Dallas Road  
Permit #00149





Mayor Lisa Helps and Councillors,  
Corporation of the City of Victoria,  
1 Centennial Square,  
Victoria, BC

2015.06.16

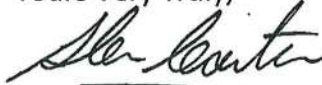
RE: Development Variance Permit, residence of Lisa and Glen Carter.  
1362 Dallas Road, Lot 2, Fairfield Farm, Victoria City, Plan 7597

We hereby request Council's consideration of a Development Variance Permit to permit a reduction of the required parking to allow the conversion of the existing residence to four rental units. The existing residence, which is legal non-conforming in many respects, was extensively renovated in 2009 [including a legal secondary suite], and has been owner occupied since that time. The building is ideally suited to a conversion to make better use of its size. There is enough space on site to accommodate the three parking spaces a conversion of 4 rental units would require, but they cannot meet schedule C sizes, and staff advise us that these criteria may not be varied. In fact, there are 2 spaces now, but again, although functional, they do not meet schedule C. We have worked through many variants to arrive at the present proposal, which staff found acceptable, and request Council's support of this variance. The relocation of the parking away from the property line, and its reconfiguration to meet the schedule C criteria do necessitate an alteration of the existing carport, but that will actually result in a reduction of the site coverage and an increase in open space. The covered parking space also affords covered parking for 6 bicycles, and the lower south east rental unit will have a larger entry foyer that will allow in suite storage for bikes as well. Although the site is small, its unique location affords good access to buses, an easy walk to town and is a long term part of the neighbourhood. The building will require no exterior changes other than the modification of the exterior deck mentioned above.

This proposal will allow the owners to develop and provide rental accommodation for the long term as well as to support their neighbourhood by preserving the existing house. We believe the proposal is generally in keeping with the neighbourhood policies and that this is a reasonable proposal for this particular property.

Thank you for your consideration of this application

Yours Very Truly,



Glen Carter,

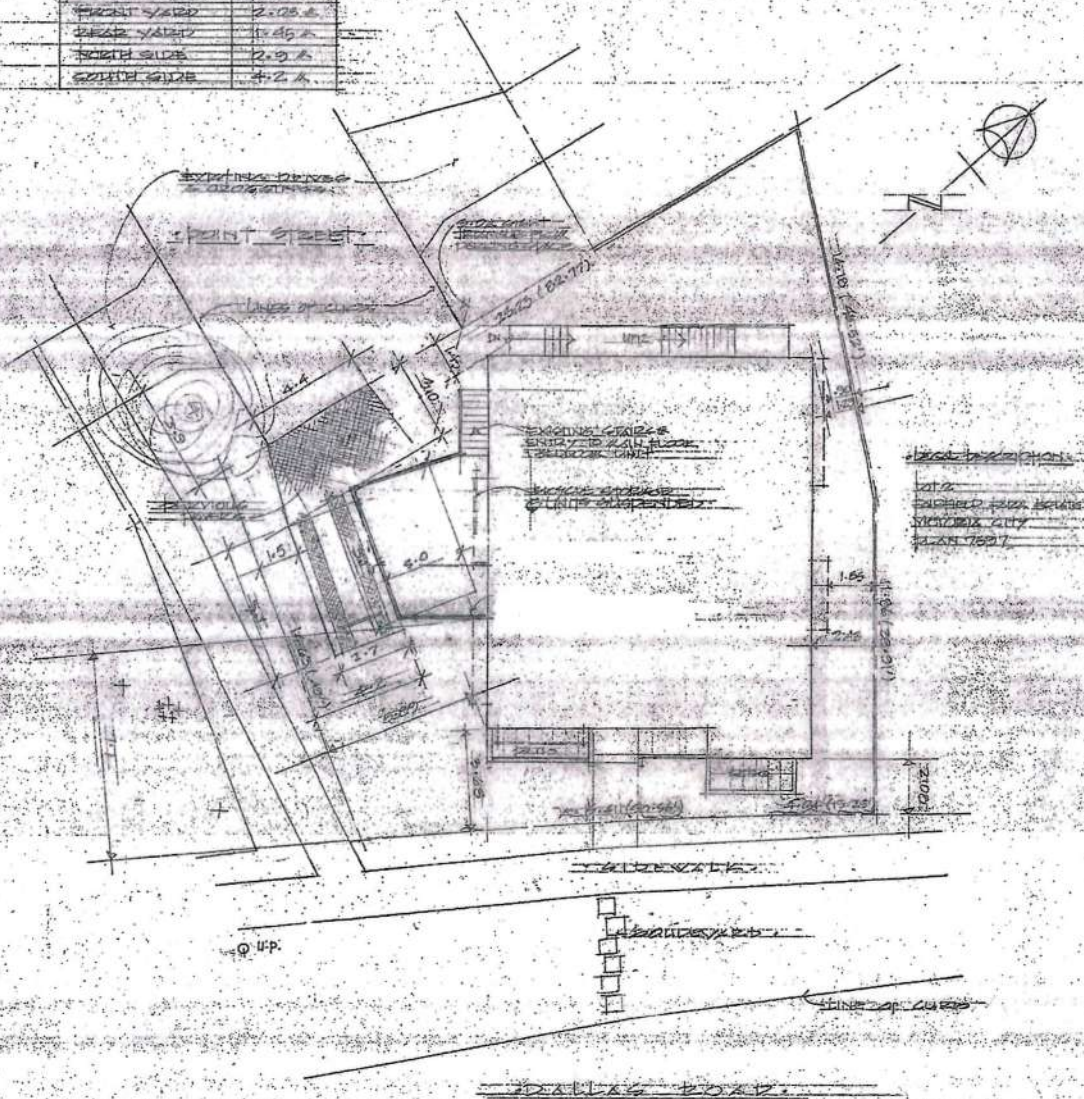
In consultation with Nigel Banks of Banks Design.





### PROJECT INFORMATION TABLE

KITCHEN	21'5"
BATH AREA	4'6" x 7'0"
TOTAL FLOOR AREA	4116 S.F.
LARGE SPACE 2510	6
SITE COVERED	40%
ADMINISTRATIVE	10
HOSPITAL	7:41 A
NUMBER OF STAYS	216
PARKING SPACES	6
EXISTS PARKING	67 INT
BUILDING GREEN	
FRONT YARD	2:03 A
BACK YARD	1:45 A
SOUTH SIDE	2:09 A
SOUTHWEST	4:2 A



# ENTER PLAN

**banks  
design**

THE UNIVERSITY OF CHICAGO

for 2000 2001 2002 2003 2004 2005 2006 2007 2008 2009 2010 2011 2012 2013 2014 2015 2016 2017 2018 2019 2020 2021 2022 2023 2024 2025 2026 2027 2028 2029 2030 2031 2032 2033 2034 2035 2036 2037 2038 2039 2040 2041 2042 2043 2044 2045 2046 2047 2048 2049 2050 2051 2052 2053 2054 2055 2056 2057 2058 2059 2060 2061 2062 2063 2064 2065 2066 2067 2068 2069 2070 2071 2072 2073 2074 2075 2076 2077 2078 2079 2080 2081 2082 2083 2084 2085 2086 2087 2088 2089 2090 2091 2092 2093 2094 2095 2096 2097 2098 2099 2100 2101 2102 2103 2104 2105 2106 2107 2108 2109 2110 2111 2112 2113 2114 2115 2116 2117 2118 2119 2120 2121 2122 2123 2124 2125 2126 2127 2128 2129 2130 2131 2132 2133 2134 2135 2136 2137 2138 2139 2140 2141 2142 2143 2144 2145 2146 2147 2148 2149 2150 2151 2152 2153 2154 2155 2156 2157 2158 2159 2160 2161 2162 2163 2164 2165 2166 2167 2168 2169 2170 2171 2172 2173 2174 2175 2176 2177 2178 2179 2180 2181 2182 2183 2184 2185 2186 2187 2188 2189 2190 2191 2192 2193 2194 2195 2196 2197 2198 2199 2200 2201 2202 2203 2204 2205 2206 2207 2208 2209 2210 2211 2212 2213 2214 2215 2216 2217 2218 2219 2220 2221 2222 2223 2224 2225 2226 2227 2228 2229 2230 2231 2232 2233 2234 2235 2236 2237 2238 2239 2240 2241 2242 2243 2244 2245 2246 2247 2248 2249 2250 2251 2252 2253 2254 2255 2256 2257 2258 2259 2260 2261 2262 2263 2264 2265 2266 2267 2268 2269 2270 2271 2272 2273 2274 2275 2276 2277 2278 2279 2280 2281 2282 2283 2284 2285 2286 2287 2288 2289 2290 2291 2292 2293 2294 2295 2296 2297 2298 2299 2300 2301 2302 2303 2304 2305 2306 2307 2308 2309 2310 2311 2312 2313 2314 2315 2316 2317 2318 2319 2320 2321 2322 2323 2324 2325 2326 2327 2328 2329 2330 2331 2332 2333 2334 2335 2336 2337 2338 2339 2340 2341 2342 2343 2344 2345 2346 2347 2348 2349 2350 2351 2352 2353 2354 2355 2356 2357 2358 2359 2360 2361 2362 2363 2364 2365 2366 2367 2368 2369 2370 2371 2372 2373 2374 2375 2376 2377 2378 2379 2380 2381 2382 2383 2384 2385 2386 2387 2388 2389 2390 2391 2392 2393 2394 2395 2396 2397 2398 2399 2400 2401 2402 2403 2404 2405 2406 2407 2408 2409 2410 2411 2412 2413 2414 2415 2416 2417 2418 2419 2420 2421 2422 2423 2424 2425 2426 2427 2428 2429 2430 2431 2432 2433 2434 2435 2436 2437 2438 2439 2440 2441 2442 2443 2444 2445 2446 2447 2448 2449 2450 2451 2452 2453 2454 2455 2456 2457 2458 2459 2460 2461 2462 2463 2464 2465 2466 2467 2468 2469 2470 2471 2472 2473 2474 2475 2476 2477 2478 2479 2480 2481 2482 2483 2484 2485 2486 2487 2488 2489 2490 2491 2492 2493 2494 2495 2496 2497 2498 2499 2500 2501 2502 2503 2504 2505 2506 2507 2508 2509 2510 2511 2512 2513 2514 2515 2516 2517 2518 2519 2520 2521 2522 2523 2524 2525 2526 2527 2528 2529 2530 2531 2532 2533 2534 2535 2536 2537 2538 2539 2540 2541 2542 2543 2544 2545 2546 2547 2548 2549 2550 2551 2552 2553 2554 2555 2556 2557 2558 2559 2560 2561 2562 2563 2564 2565 2566 2567 2568 2569 2570 2571 2572 2573 2574 2575 2576 2577 2578 2579 2580 2581 2582 2583 2584 2585 2586 2587 2588 2589 2590 2591 2592 2593 2594 2595 2596 2597 2598 2599 2600 2601 2602 2603 2604 2605 2606 2607 2608 2609 2610 2611 2612 2613 2614 2615 2616 2617 2618 2619 2620 2621 2622 2623 2624 2625 2626 2627 2628 2629 2630 2631 2632 2633 2634 2635 2636 2637 2638 2639 2640 2641 2642 2643 2644 2645 2646 2647 2648 2649 2650 2651 2652 2653 2654 2655 2656 2657 2658 2659 2660 2661 2662 2663 2664 2665 2666 2667 2668 2669 2670 2671 2672 2673 2674 2675 2676 2677 2678 2679 2680 2681 2682 2683 2684 2685 2686 2687 2688 2689 2690 2691 2692 2693 2694 2695 2696 2697 2698 2699 2700 2701 2702 2703 2704 2705 2706 2707 2708 2709 2710 2711 2712 2713 2714 2715 2716 2717 2718 2719 2720 2721 2722 2723 2724 2725 2726 2727 2728 2729 2730 2731 2732 2733 2734 2735 2736 2737 2738 2739 2740 2741 2742 2743 2744 2745 2746 2747 2748 2749 2750 2751 2752 2753 2754 2755 2756 2757 2758 2759 2760 2761 2762 2763 2764 2765 2766 2767 2768 2769 2770 2771 2772 2773 2774 2775 2776 2777 2778 2779 2780 2781 2782 2783 2784 2785 2786 2787 2788 2789 2790 2791 2792 2793 2794 2795 2796 2797 2798 2799 2800 2801 2802 2803 2804 2805 2806 2807 2808 2809 2810 2811 2812 2813 2814 2815 2816 2817 28

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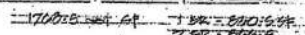
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City of Victoria

City of Victoria

JUN 10 2015

Planning & Development Department  
Development Services Division

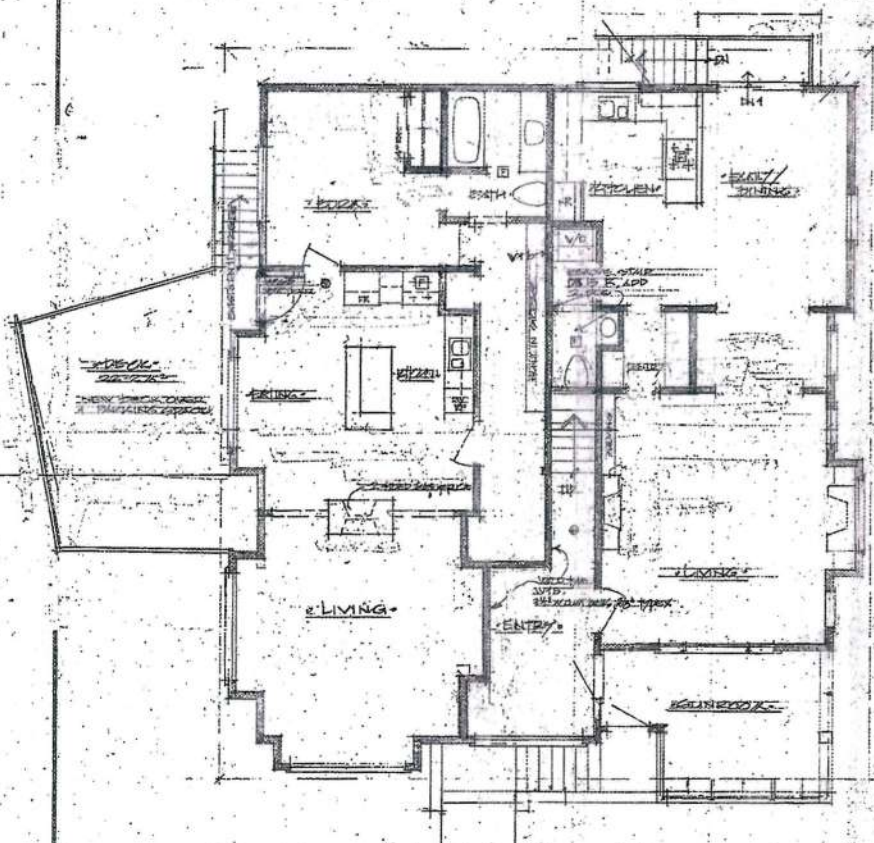




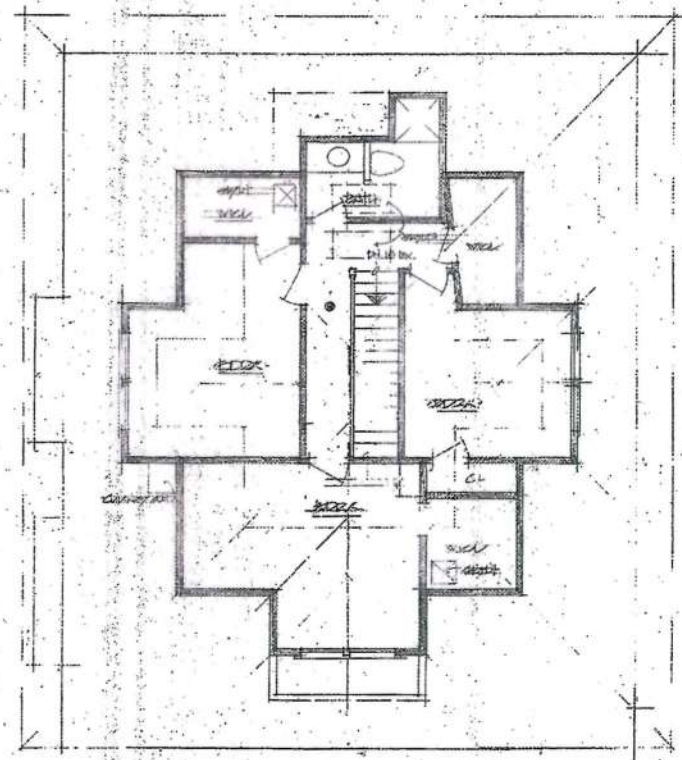
PROPOSED  
26 03 13







MAIN FLOOR PLAN  
NOT TO SCALE



UPPER FLOOR PLAN  
NOT TO SCALE

Received  
City of Victoria  
JUN 10 2015  
Planning & Development Department  
Development Services Division

banks  
design

PROPOSED 4 UNIT RESIDENTIAL CONVERSION  
for  
THE CARLISLE FAMILY  
MAIN & UPPER FLOOR PLANS  
VICTORIA, B.C.

DATE: 26/05/15  
DRAWN BY: [signature]  
CHECKED BY: [signature]  
DATE: 26/05/15





NORTH ELEVATION



SOUTH ELEVATION

Received  
City of Victoria

JUN 10 2015

Planning & Development Department

EXISTING & PROPOSED - NO EXTERIOR CHANGES  
DEPT DECISION... 26.05.15

DESIGNED BY  
SCALE 1/8\"/>

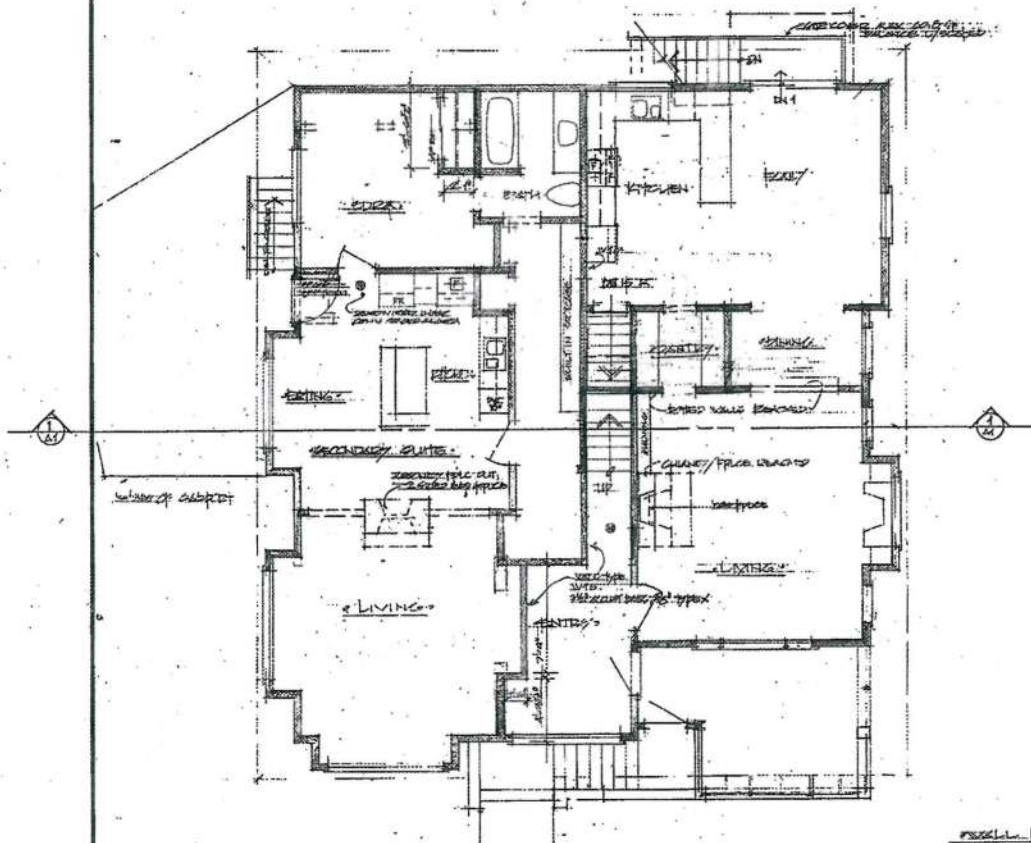
PROPOSED 4 UNIT RESIDENTIAL CONVERSION  
1400 CANTERBURY AVE.  
VICTORIA, BC  
1902 PLANNING DEPT.











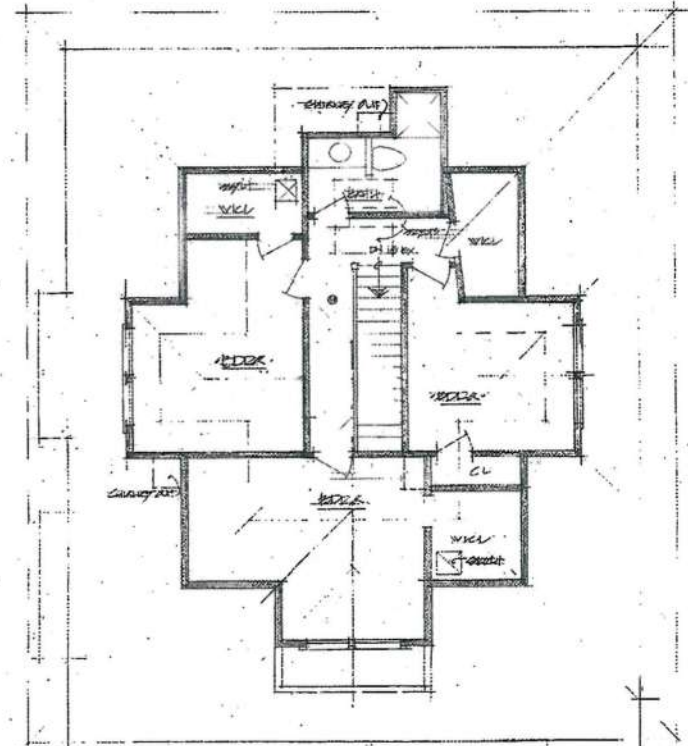
PROPOSED DEDICATED SUITE - 800 sq. ft. (80' x 10')  
TOTAL AREA - (MAIN FLOOR) - 32' x 6' 1/2"

MAIN FLOOR PLAN  
1002 sq. ft. net of 1000 sq. ft.

NOTE:  
EXISTING GRADE LEVEL & FINISHES  
TO REMAIN UNLESS OTHERWISE NOTED  
SITE SPECIFIC DIMENSIONS  
(SEE ADDITIONAL COMMENTS)

# SYMBOL LEGEND:

- EXISTING TO REMAIN
- NEW WALLS OR OTHER FINISHES
- EXISTING REMOVED OR OTHER FINISHES



UPPER FLOOR PLAN  
802 sq. ft. net of 1000 sq. ft.

EXISTING - 26 05 15

Received  
City of Victoria  
JUN 10 2015  
Planning & Development Department  
Development Services Division

banks  
design

PROPOSED ALTERATIONS TO RESIDENCE  
for  
THE CARRIER FAMILY  
MAIN & UPPER FLOOR PLANS  
VICTORIA, B.C.  
DATE: 2015-05-15  
DRAWN BY: [Name]  
CHECKED BY: [Name]  
SCALE: 1/4" = 1'-0"  
DATE: 2015-05-15





Received  
City of Victoria  
JUN 10 2015  
Planning & Development Department  
Development Services Division

DESIGN NO. 1226 N.  
PROJECT NAME/NO. 1226 N.  
COLLECTOR'S NO. 1226 N.  
PROJECT DATE 19, 2015

PROPOSED UNIT RENTAL CONVERSION  
BY THE EARLIER FAMILY  
FOR SALE  
1226 N. 1226 N.  
VICTORIA, B.C.



EXISTING AND PROPOSED - NO EXISTING  
CHANGE EXCEPT LOCAL DEPARTMENTS 23 05 15