To: Leanne Taylor
Director of Development Services
Re: Request to construct a garden suite
527 View Royal Ave V9B-1B8

October 1, 2026

I am writing to respectfully request approval to construct a garden suite on my property at 527 View Royal Ave.

I believe the proposed garden suite is consistent with the Town of View Royals Official Community Plan and its objectives for providing a broader range of housing options for current and future residents while maintaining the character of our neighbourhoods.

My intention in constructing this garden suite is to make responsible use of the existing residential property while providing additional housing. My plan is to personally occupy the detached suite, giving me the flexibility of enabling my family home to be used as a long term rental.

I am committed to designing and constructing the garden suite in accordance with the Town's applicable development permit guidelines and zoning requirements. In particular, I intend to give careful consideration to my neighbours privacy, retention of existing trees and green space, minimizing impervious surfaces, working with my yard's natural topography, and building a structure that is compatible with the existing neighbourhood.

I respectfully ask the Town to consider my application in the context of the Official Community Plan's objectives for housing choices and the Town's current policies supporting garden suites. I believe this proposal represents a modest and appropriate form of residential infill that can provide meaningful housing benefits while minimizing impacts on neighbouring properties and the surrounding community.

I have been working with both your planning and engineering departments on this development proposal and have been very impressed with their enthusiasm and direction. I look forward to continuing this venture with their help.

Thank you for taking the time to consider my request.

Sincerely,

Stephanie Tolley
527 View Royal Ave
250-883-8386