



TOWN OF VIEW ROYAL

BOARD OF VARIANCE MEETING
WEDNESDAY, JULY 8, 2026, AT 7:00PM
VIEW ROYAL COUNCIL CHAMBERS

A G E N D A

1. CALL TO ORDER

a) Selection of chair and co-chair

2. APPROVAL OF AGENDA

(motion to approve)

3. MINUTES, RECEIPT & ADOPTION OF

4. APPLICATIONS

a) **2026-01 – 8 Parkcrest Drive** (Lot B, Section 91, Esq District, Plan VIP44379) Pg. 2-8

Applicants: McNeil Building Designs Ltd

Variance: Relax accessory building setbacks in the rear yard from 1.2m to .87m, and from 1.2m in the side yard to .74m.

5. CORRESPONDENCE

6. NEW BUSINESS

7. TERMINATION



TOWN OF VIEW ROYAL

Board of Variance Report

TO: Board of Variance
FROM: Leah Curtis
Community Planner

DATE: June 25, 2026
MEETING: July 8, 2026
FILE NO: BOV 2026-01

BOARD OF VARIANCE APPLICATION NO. 2026/01 FOR 8 PARKCREST DR

APPLICANT REQUESTED VARIANCE:

The applicant is requesting the following three variances to *Zoning Bylaw No. 900, 2014* Section 4.6.2.b) to allow for an existing accessory building and pergola to remain in the current locations at the subject property of 8 Parkcrest Dr:

- reduce the minimum rear yard setback of an existing accessory building from 1.2m to 0.87m;
- reduce the minimum side yard setback of an existing accessory building from 1.2m to 0.74m; and
- reduce the side yard setback of a pergola from 1.2m to 0.89m.

The subject property is legally described as:

LOT B, SECTION 91, ESQUIMALT DISTRICT, PLAN 44379



Figure 1 - Location of Subject Property

PURPOSE OF REPORT:

To provide the Board with information related to Board of Variance (BoV) application 2026-01 for 8 Parkcrest Rd. The applicant is requesting three setback variances to allow for an existing shed and pergola to remain in the current locations.

BACKGROUND:

The BoV application has been submitted retroactively, as the accessory building and pergola have been in place for several years.

In March of 2026, a Bylaw Complaint was received regarding the accessory building. When the Town's Building Official conducted a site visit of the subject property, it was found that an unpermitted accessory building is located within the required rear and side yard setbacks.

RELEVANT BYLAWS / POLICIES:

As a direct result of the bylaw complaint, a BoV application was received in May of 2026 requesting the following variances to Section 4.6.2.b) of *Zoning Bylaw No.900, 2014* for the following variances:

- reduce the rear yard setback of an existing accessory building from 1.2m to 0.87m;
- reduce the side yard setback of an existing accessory building from 1.2m to 0.74m; and
- reduce the side yard setback of an existing pergola from 1.2m to 0.89m.

Apart from the noted variances to the rear and side yard setbacks, the applicant's proposal is consistent with the other zoning provisions of the R-1B: Detached Residential (Medium Lot) Zone. Should the Board decide to not grant the requested variances, the applicant will be required to bring the existing accessory building and pergola into compliance with the Town's Zoning Bylaw.

ATTACHMENTS:

- Schedule 1 – Letter to the Board
- Schedule 2 – Survey
- Schedule 3 – Plans

DISCUSSION:

Records for the subject property indicate that the existing single-family dwelling was built in the early 1980s prior to the Town's incorporation. The existing shed was constructed years ago on the subject property as the aerial photos show the accessory building has been on the property since before 2011. However, the pergola was installed on the property sometime around 2023.

The Board is to consider the variance according to the following section within the *Local Government Act*:

542 (1) On an application under section 540, the board of variance may order that a minor variance be permitted from the requirements of the applicable bylaw, or that the applicant be exempted from section 531 (1) [alteration or addition while non-conforming use continued], if the board of variance...is of the opinion that the variance or exemption does not do any of the following:

- (i) result in inappropriate development of the site;*
- (ii) adversely affect the natural environment;*
- (iii) substantially affect the use and enjoyment of adjacent land;*
- (iv) vary permitted uses and densities under the applicable bylaw;*
- (v) defeat the intent of the bylaw.*

PUBLIC NOTIFICATION:

A notice of the Board's consideration of this variance application was delivered to owners and occupants of properties within a radius of 100 metres (328 feet) of the subject parcel.

SUBMITTED BY:



Leah Curtis
Community Planner



**McNeil
Building
Designs
Limited**

1304 Lovers Lane, Cobble Hill, BC V8H0B9
<http://mcneildesigns.bc.ca>

Office/Mobile (250) 360.7307
Email ron@mcneildesigns.bc.ca

May 22, 2026

Town of View Royal
45 View Royal Ave,
Victoria, BC
250-708-2254
via emailed pdf

Re: Variances for rear & side lot line setback at 8 Parkcrest Road, View Royal, BC

Dear Board & Staff members,

I write on behalf of my client Paramjit Atlas, who wishes to apply for two variances to support the retention of the existing shed in the rear yard of his property.

The existing shed in question has been standing for quite some time and we assume the previous owners neglected to survey the property to ensure the accessory building met the required setbacks.

We kindly request a reduction of both the rear & right side lot line setbacks. The existing rear (south) lot line setback to the existing shed is 0.87m, required in the bylaw is a setback of 1.20m, resulting in a variance of **0.33m**. The distance to the side lot line (west side) is 0.74m to the closest corner, required is 1.20m this results in a variance of **0.46m**.

We feel these requests should be supportable, rebuilding foundation of the existing shed would be in our opinion wasteful and would be disruptive to adjacent neighbours.

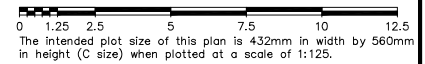
We look forward to presenting to Board of Variance and answering questions of committee and thus gaining support for this request.

Sincerely,

Ron McNeil, ASTTBC.BD , AScT.
mbltr1083



Attachment 2



The intended plot size of this plan is 432mm in width by 560mm in height (C size) when plotted at a scale of 1:125.

Distances and elevations are in metres unless otherwise noted.

Elevations are based on an assumed datum

Elevations are at natural grade unless noted otherwise

SITE PLAN

PARMJIT ATLAS

Lot B, Section 91
Esquimalt District,
Plan 44379

ADDRESS : 8 Parkcrest Dr.

PROJECT SURVEYOR : RPH

DRAWN BY : BAR DATE : Apr 14/26

OUR FILE : 354950 REVISION :

J.E. ANDERSON & ASSOCIATES
SURVEYORS - ENGINEERS

#3 - 3316 OAK ST., VICTORIA, B.C. V8X 1R1
TEL: 250-727-2214 FAX: 250-727-3395
E-MAIL : info@jeanderson.com
VICTORIA-NANAIMO-PARKSVILLE-CAMPBELL RIVER

V:_Projects\35495\06\03\Microsurvey\35495.dwg



NOTES:

Subject to charges, legal notations, and interests shown on:
Title No. CA7084597 (P.I.D. 005-382-131)

Lot B is subject to the following non-financial charges and interests which may affect the positioning of structures on the property:
Statutory Building Scheme P79649

Dimensions of the parcel boundaries are derived from current field survey.

The exterior of the buildings have been defined by the exterior of the siding. Offset to property lines are measured from the building siding or wood posts as applicable. Measurements are perpendicular to lot boundaries.

This site plan was prepared for building location purposes and is for the exclusive use of Parmjit Atlas

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J.E. Anderson & Associates and Ryan P. Hourston, BCLS, accept no responsibility for and hereby disclaim all obligations and liabilities for damages including, but not limited to, direct, indirect, special, and consequential damages arising out of or in connection with any direct or indirect use or reliance upon this plan beyond its intended use.

The field survey was completed on the 14th day of April, 2026.

Ryan P. Hourston, BCLS 887

This document is not valid unless digitally authenticated.

General Specifications -Builder's Drawing Set

Owner and Contractor shall review this specification document, note and initial any mutually agreed upon changes. If not already part of drawing set.

Preamble:
All work in these drawing documents shall conform to Part 9 of BCBC 2024. Further, warranty and insurance companies are requiring all aspects of construction to follow best practices. Confirm these with your carrier. These drawings are a consolidation of many governing factors, including zoning, possibly covenants, development permits, etc. and so should not be digressed from without additional consultation with designer.

It is expected that contractor or owner/builder will have BCBC 2024 in their possession.

Environment BCBC 9.27
This building is deemed by this designer to NOT wholly meet coverage of Z overhanging for every 8' wall, therefore considered to be in a weather exposed rating.

Exterior cladding will be part of a rain-screen assembly with an interior "sealed polyethylene approach".
9.28 Also note balconies and decks with solid surface are deemed to be roofs and railings must be face mounted. See note on sheet A1 regarding window rating.

DIVISION 1 General Requirements
All construction shall conform to the requirements of Div B, Part 9 of the British Columbia Building Code 2024.
The contractor or owner shall obtain all permits, licenses, and certificates and pay all necessary fees for the performance of the work. The contractor shall give all required notices and comply with all laws, ordinances, rules, regulations, codes and orders of all authorities having jurisdiction relating to the work, to the preservation of public health and construction safety which are or become in force during the performance of the work.
Building contractor will verify all dimensions prior to commencing the work. Written dimensions will take precedence over scaled dimensions. Any discrepancies will be referred to the designers for clarification. Discrepancies not referred become the responsibility of the contractor.

DIVISION 2 Site Work - Existing Conditions
0210 Subsurface Investigation
See a Geotechnical Engineer's opinion regarding excavation prior to pouring footings if deemed a concern.

0210 Excavation:
a) Excavations shall be made to depth and size required for formwork, drains, applications of despoiling, etc. as shown on drawings.
b) Excavations for footings shall be made to solid, undisturbed soil, and to acceptable depth below final finished grade.
c) Bottoms shall be level and free of loose and organic material and kept free of water at all times.

0211 Backfill: BCBC 9.13.3
a) Backfill outside of foundation shall be free of deleterious material and boulders larger than 50mm diameter within 0.6m.
b) Backfill shall be carefully placed to avoid damage to pipes, drains, or dampproofing, graded to prevent drainage towards the foundation after setting.

0214 Dewatering & Drainage: BCBC 9.14.2, 9.14.3
a) Perimeter drain pipe shall be 4" dia Perforated PVC pipe. Slope shall be 6" in 100 feet, minimum size of drain 4" dia or as shown on drawings.
b) Cover top and sides of perimeter drains with clean, coarse granular material, containing not more than 10% of material which will pass a 4mm sieve to a minimum depth of 150mm above the top of the pipe.

DIVISION 3 Concrete BCBC 9.3.1, 9.15, 9.16
0300 Materials:
Concrete shall be ready mixed, with compressive strengths per BCBC 9.3.1.6.

0310 Formwork
Forms shall be plywood, clean and free of surface defects. Formwork shall be constructed to form, line and dimension shown on drawings. Formwork shall be properly braced to maintain position and tight enough to prevent leakage of mortar. Provide for all openings required by other trades, and install all anchors, bolts, hangers, etc. required for other work.

0320 Reinforcement
Reinforcing steel shall be clean, intermediate grade, deformed steel bars. Reinforcing steel shall be placed as shown on drawings.

0330 Cast In Place Concrete
Concrete shall be placed properly to avoid separation, vibrated and cured. Floor slabs shall be machine and hand troweled to a smooth and perfect finish. Concrete where exposed shall have wires removed and imperfect surfaces filled and parged smooth.
Moisture barrier under floor slab shall be 6 mil. polyethylene, ultraviolet ray protected, joints lapped 6" minimum. See Division 7

DIVISION 4 Unit Masonry BCBC 9.20
0400 General
See Structural Engineer's drawings and notes if necessary.

0410 Materials:
All materials and workmanship to conform to BCBC 9.20.2.1
Mortar: Type S materials and workmanship to conform to BCBC 9.20.3.1

0420 Workmanship:
a) All masonry work shall be true and plumb and built to thickness, pattern and bond as shown on drawings. Engineer's drawings shall take precedence.
b) Mortar joints shall be in conformance with BCBC 9.20.4. Interior brick work shall have raked joints and exterior work loaded joints unless otherwise noted on drawings.
c) All work shall be weather and water tight. Do not brick in temperatures below 40 degrees F.
d) Built in all flashings, bolts, irons, etc. required to complete masonry work or by other trades.

0430 Clearing:
Leave all exposed masonry clean and free from mortar droppings, stains, efflorescence, etc.

DIVISION 5 Metals
All structural metalwork shop-drawings shall be reviewed by P.Eng

DIVISION 6 Woodwork
0600 Framing Carpentry: BCBC 9.23
0610 Materials:
a) Protect all stored materials from the weather and damage.
b) Lumber for framing shall conform to the following grade schedule:
Wall studs: #2 SPF F-J or better
Posts, Beams: DF #2 or better
Blocking/bracing: Utility
Roof sheathing: as noted on drawings
Wall sheathing: as noted on drawings
c) IMPORTANT NOTE: Floor framing by engineered products MUST meet BCBC Vibration Criteria. Specified framing conforms to this. Other entries must provide sealed plates certifying equivalent rating.
d) Sheathing paper shall conform to CGSB No. 9-SP-2.
e) Rough hardware shall be supplied and installed as required, including all nails, spikes, bolts, lags, screws, nuts, washers, anchors or jacking hangers to properly secure framing members. See 9.23.4

0620 Workmanship:
a) All framing shall conform to best practice.
b) All wood members shall be separated from direct contact with concrete or masonry per BCBC 9.23.2.3
c) All girts shall be bolted to foundation walls with a 5/8" dia. bolts at 4'-0" o.c.
d) Double top plates to all stud walls, lapped at corners and partitions.
e) Stud walls shall be solid at all corners and well blocked, double studs at openings. Cut and nail one row of girts at mid height.
f) Install blocking between studs for all fixtures, accessories, backslashes, etc.
g) Caulk all joints where required for weatherproofing with an approved caulking compound.
h) Wood grounds where required shall be correct size for wall finish used.

0630 Finishing Carpentry
a) Protect all work from the weather and damage.
b) Install all doors and windows as noted on drawings.
c) Install all hardware.

0640 Materials:
a) Exterior casing and trim shall be KD Douglas Fir 'B' or better or as noted on drawings.
b) Interior wood trims and casings shall be KD Douglas Fir 'B' or better.
c) Door frames, casing, wood bases, and all other interior trim shall be KD Douglas Fir 'B' or better.

0650 Workmanship:
a) All framing and finish carpentry shall be expert workmanship, free from defective work or materials.
b) All finishing work shall be smooth and free of machine and tool marks, mitre corners. Scribing and joining shall be accurate and neat. Joints in fascias, valances, and siding shall be mitred. Door and window casings shall be of single length without jointing.
c) Finish hardware shall be installed to manufacturer's directions and accurately fitted and adjusted.

DIVISION 7 Thermal and Moisture Protection BCBC 9.13
0700 Waterproofing:
a) Moisture proofing of foundation walls included in this section.
b) Moisture barrier to concrete slabs is specified under Division 3, Concrete.
Materials shall conform to the Section 9.13.2.1

Workmanship and Application
a) Shall conform to Section 9.13.1.4
0750 Roofing and Sheet Metal: BCBC 9.26
a) Provide all roofing and sheet metal work indicated on the drawings and/or specifications.
b) Lead flashings to plumbing vents to be supplied by the plumbing contractor.

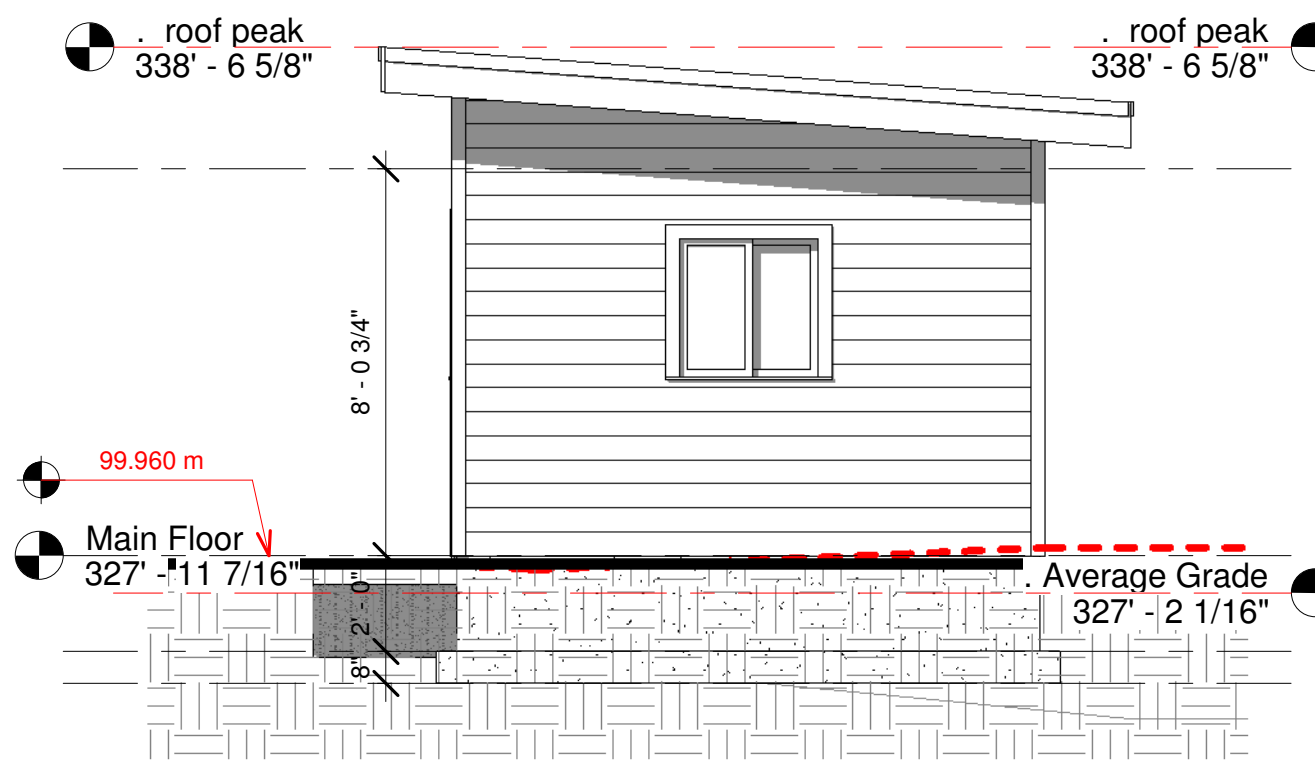
Materials:
a) All materials for the membrane roofing shall conform to the applicable CSA and CGSB Standard Specifications as listed in the MSMRCA Standards Manual.
b) Metal flashing shall be 26 gauge G. 1 to detail or as required. End joints to be flat locked seams.
c) Rain water leaders shall conform to BCBC 9.26.18.2, connected to roof drains or gutters.
d) Roof drains in flat roofs shall be supplemented by scuppers.
e) Roof deck insulation shall be: 2" Roolmate by Dow Chemical. Suro Seal by Durasek on 3/4" plywood.

Workmanship:
a) Sheet metal shall be done in a thorough and workmanlike manner, neatly and carefully formed to suit details and to the MSMRCA Specifications.

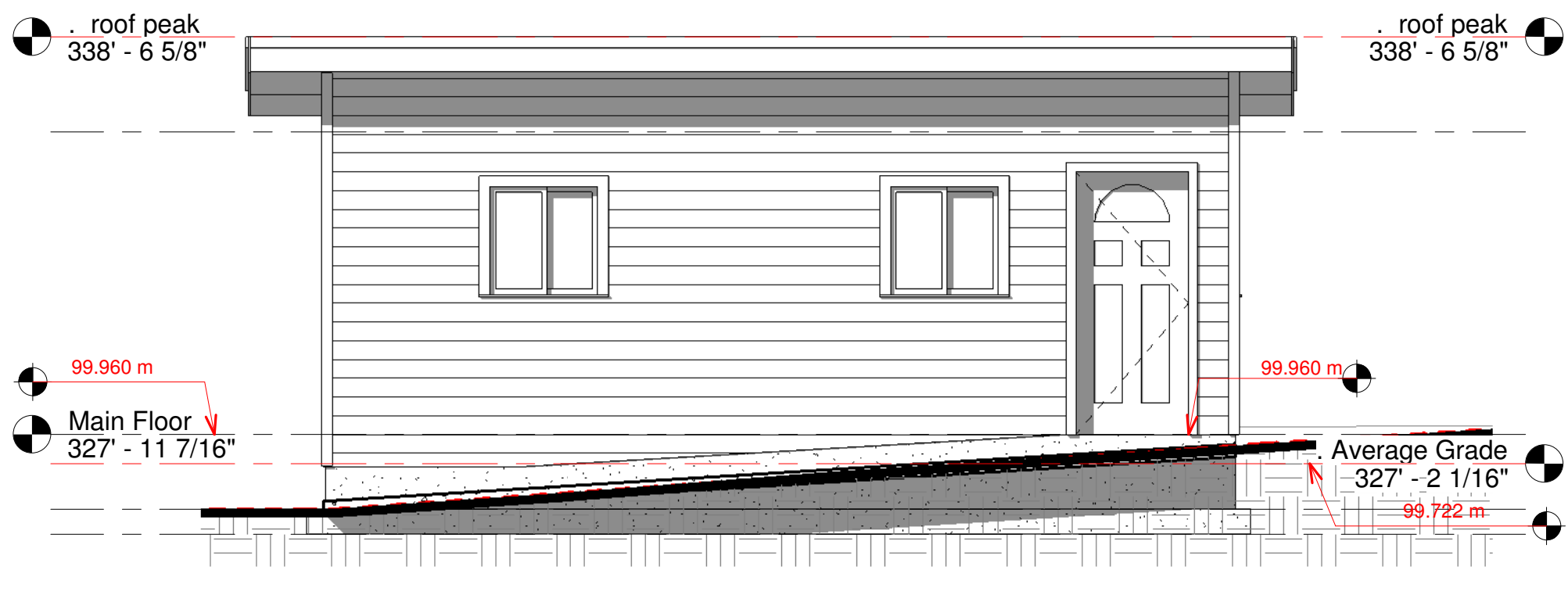
Guarantee:
a) The contractor shall guarantee all roofing and sheet metal work for a period of two years or more from completion of this contract. He shall make good any and all defects occurring within that time without cost to the Owner.

07700 Insulation BCBC 9.25
Materials shall conform to: BCBC 9.25.2.2
Workmanship:
Care should be taken to ensure no required venting spaces are obstructed by the insulation.

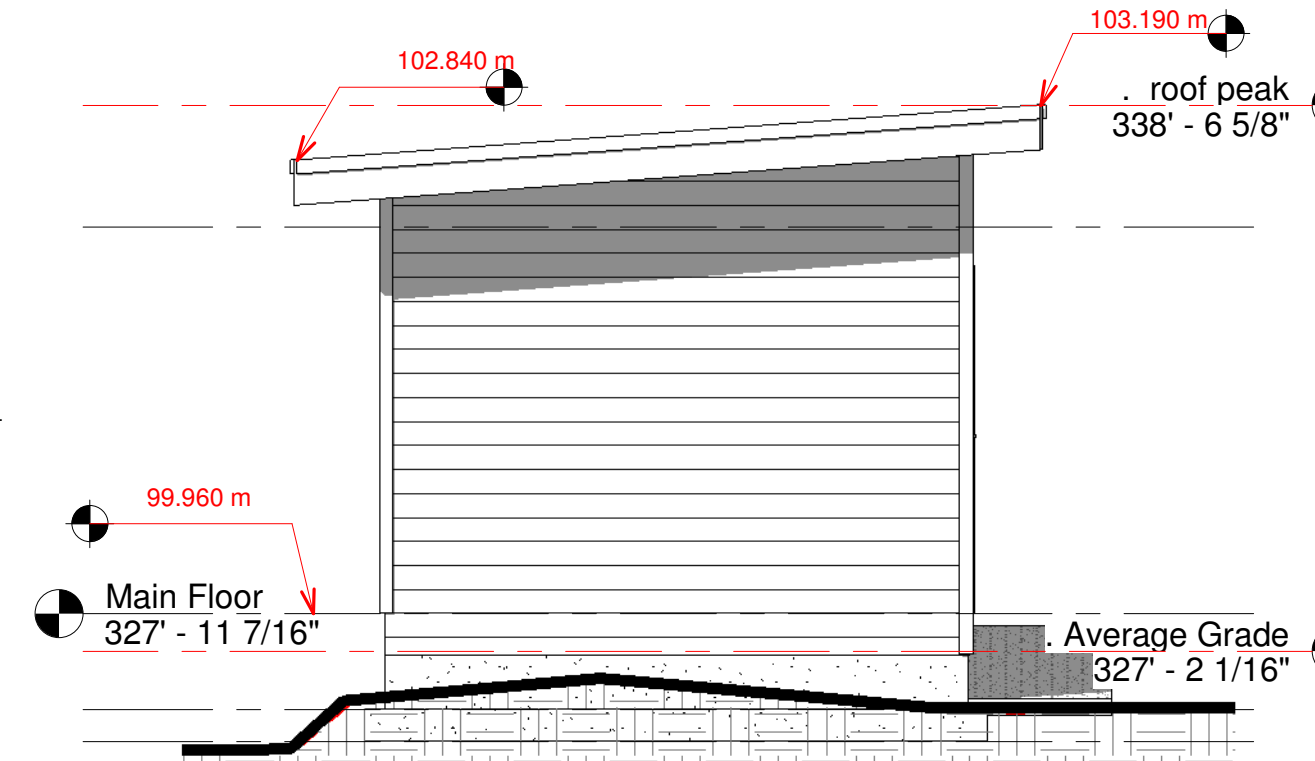
07800 Air & Vapour Barrier BCBC 9.25.4
Materials shall conform to Section 9.25.4.2, UV resistant Polyethylene.



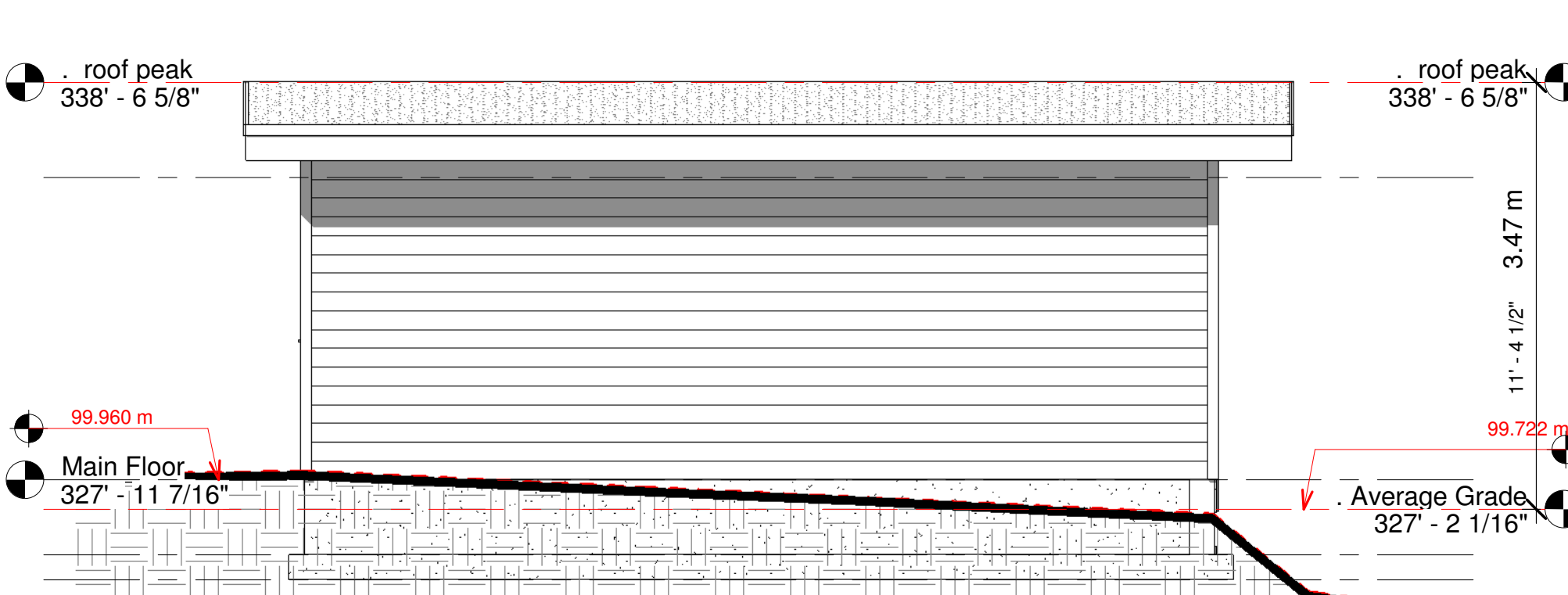
6 Front (north) Elevation
1/4" = 1'-0"



7 Left (east) Elevation
1/4" = 1'-0"



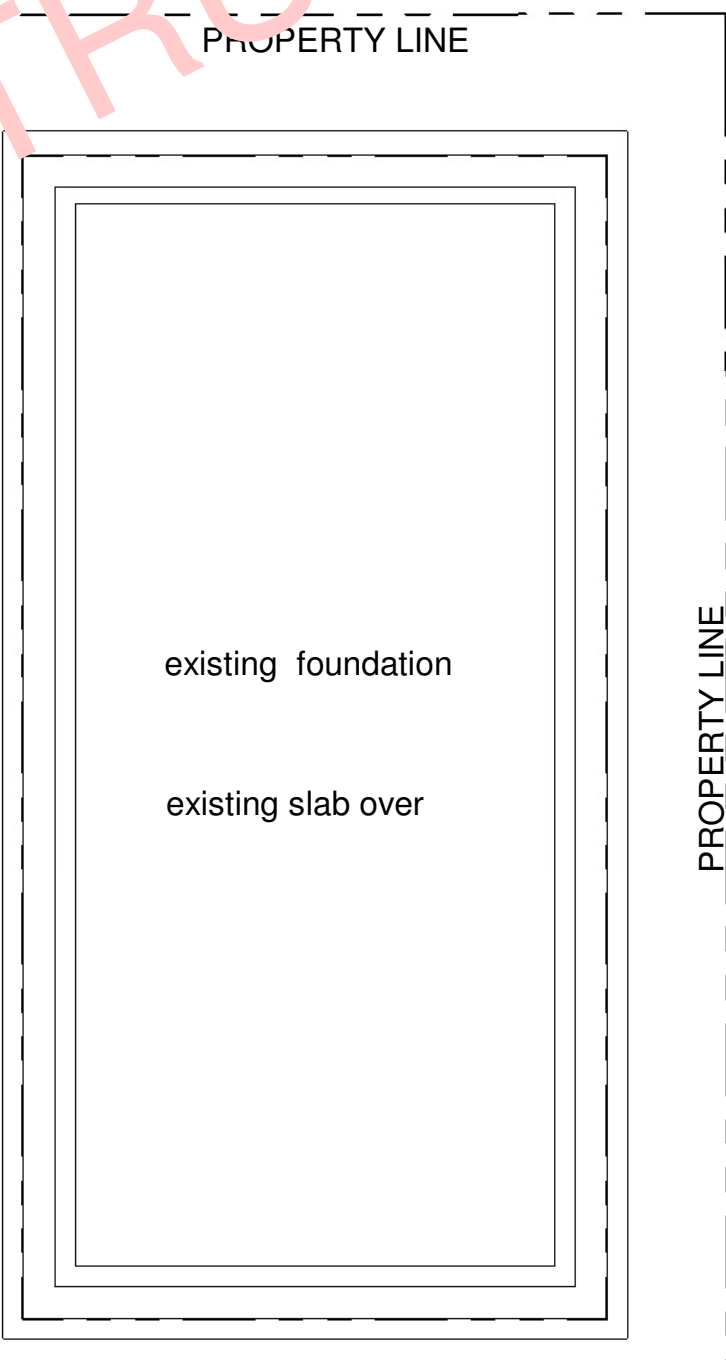
8 Rear (south) Elevation
1/4" = 1'-0"



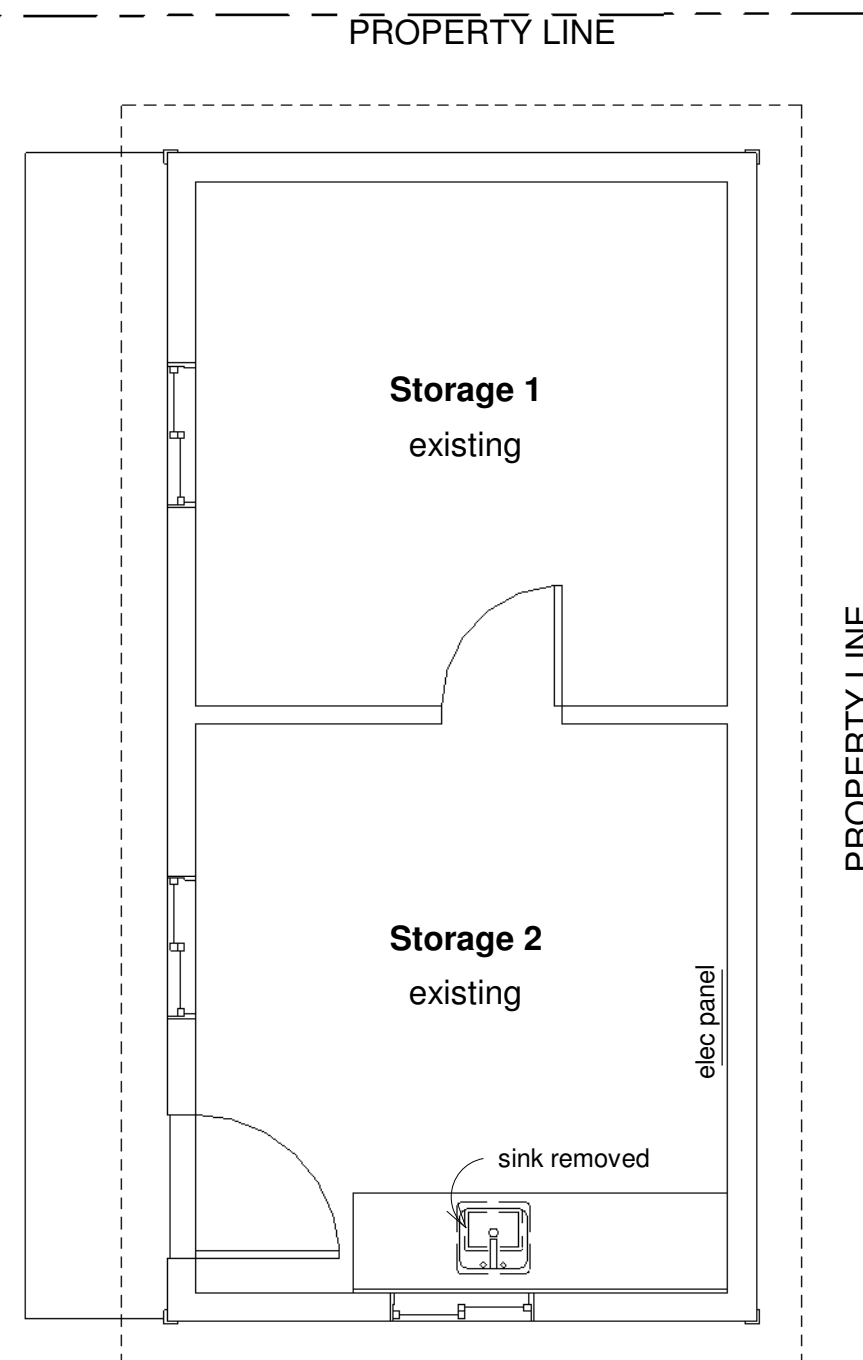
9 Right (west) Elevation
1/4" = 1'-0"



3 3D View 1



2 Foundation
1/4" = 1'-0"



4 Main Floor
1/4" = 1'-0"
257 sf existing
8'0 ceiling ht
6'8 head ht

LEGEND - construction phases:

Existing structures	- light gray fill, gray outline
Demolished	- white fill, dashed outline
New construction	- dark fill, dark outline

Hard surface calc / Impermeable Site Space:
Lot Area = 7544 sf (700.9 sm)
Buildings & Structures
2510 sf (233 sm)(existing house)
299 sf (27.8 sm) (existing acc)
107 sf (9.9sm) (exist pergola)
2916 sf (270.9 sm)= 38.7%
Hard Surfaces:
755 sf (70.1 sm) exist driveway
+ 400 sf (37.2sm) exist patio & walkway
1155 sf (107.3 sm)
2916 sf (buildings) +
1155 sf (hard surfaces)
= 4071 sf (378.2sm)
4071 sf / 7544 sf =
PROPOSED 54.0 %
impermeable surface coverage (max 60%)

PROJECT DATA:
ZONING: R1-B
SITE AREA: 7544 sf (700.9 sm)
LOT COVERAGE: (max 40%)
2510 sf (233 sm)(existing house)
299 sf (27.8 sm) (existing acc)
107 sf (9.9sm) (exist pergola)
2916 sf (270.9 sm)= 38.7%

Accessory Bldg Lot Coverage: (max 10 % of lot or 60sm(645.8sf)
299 sf (27.8 sm) (existing acc)
107 sf (9.9sm) (exist pergola)
406 sf (37.7 sm)= 5.4%

FLOOR AREAS:
MAIN 257 sf (23.9 sm)
TOTAL: 257 sf (23.9 sm)

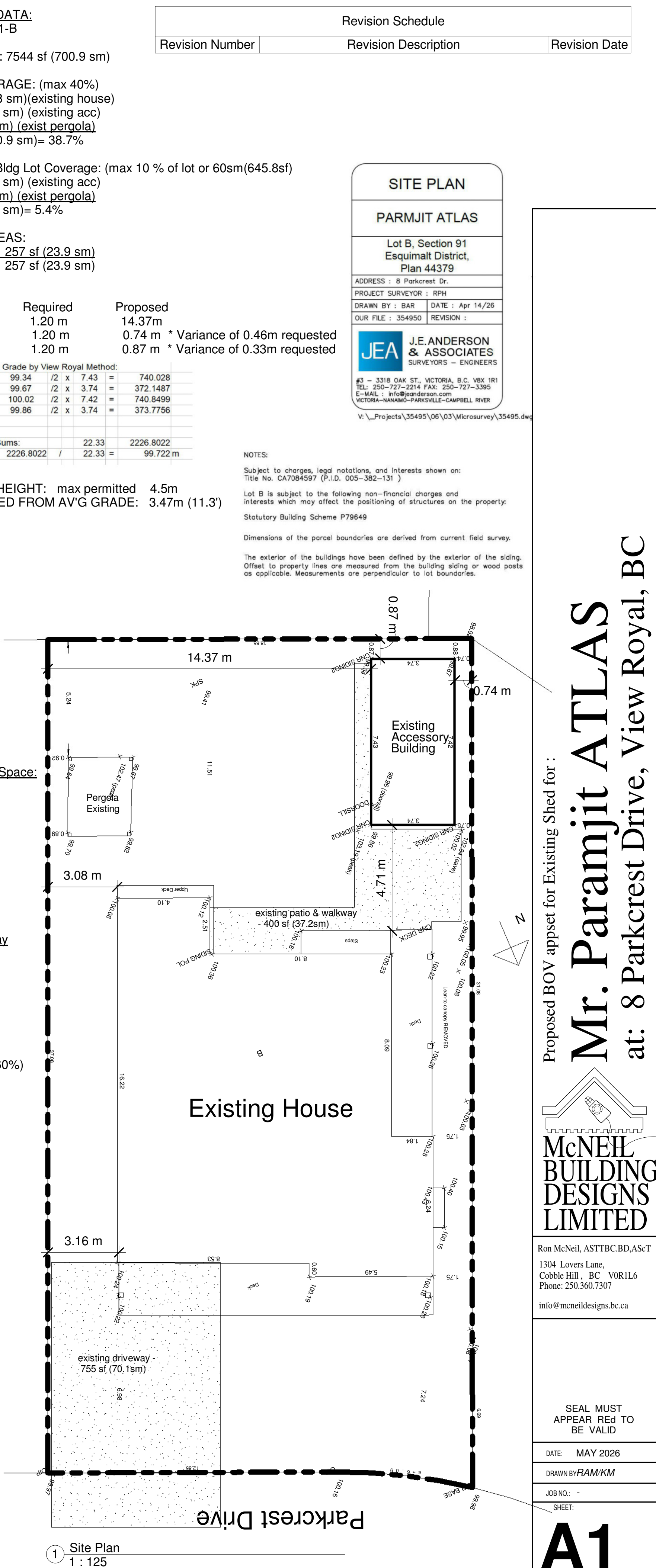
SETBACK:

	Required	Proposed
Left(east)	1.20 m	14.37m
Right(west)	1.20 m	0.74 m * Variance of 0.46m requested
Rear(south)	1.20 m	0.87 m * Variance of 0.33m requested

AVG Grade by View Royal Method:

99.86	+	99.34	/2 x 7.43	=	740.028
99.34	+	99.67	/2 x 3.74	=	372.1487
99.67	+	100.02	/2 x 7.42	=	740.8499
100.02	+	99.86	/2 x 3.74	=	373.7756
Sums:		22.33		2226.8022	
AVG Grade:		2226.8022	/	22.33	= 99.722 m

BUILDING HEIGHT: max permitted 4.5m
PROPOSED FROM AV'G GRADE: 3.47m (11.3')



1 Site Plan
1 : 125

Revision Schedule

Revision Number	Revision Description	Revision Date
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SITE PLAN
PARAMJIT ATLAS
Lot B, Section 91
Esquimalt District,
Plan 44379
ADDRESS : 8 Parkcrest Dr.
PROJECT SURVEYOR : RPH
DRAWN BY : BAR DATE : Apr 14/26
OUR FILE : 354950 REVISION :
JEA ANDERSON & ASSOCIATES
SURVEYORS - ENGINEERS
43 - 3318 OAK ST., VICTORIA, B.C. V8K 1R1
TEL: 250-727-2214 FAX: 250-727-3395
E-MAIL: info@jeaanderson.com
VICTORIA-NANAIMO-PARRISVILLE-CAMPBELL RIVER
V:_Projects\354950\06\03\Microsurvey\35495.dwg

NOTES:
Subject to charges, legal notations, and interests shown on Title No. CA7084597 (P.I.D. 005-362-131)
Lot B is subject to the following non-financial charges and interests which may affect the positioning of structures on the property:
Statutory Building Scheme P79649
Dimensions of the parcel boundaries are derived from current field survey.
The exterior of the buildings have been defined by the exterior of the siding. Offset to property lines are measured from the building siding or wood posts as applicable. Measurements are perpendicular to lot boundaries.

Proposed BOV appset for Existing Shed for :
Mr. Paramjit ATLAS
at: 8 Parkcrest Drive, View Royal, BC
McNEIL BUILDING DESIGNS LIMITED
Ron McNeil, ASTTBC BD, ASCT
1304 Lovers Lane,
Cobble Hill, BC V0R1L6
Phone: 250.360.7307
info@mcneilbuildings.com

SEAL MUST APPEAR REG TO BE VALID
DATE: MAY 2026
DRAWN BY: RAM/KM
JOB NO.:
SHEET:
A1
SHEET A1 OF A1

NOT FOR CONSTRUCTION