



**CITY OF VICTORIA
BOARD OF VARIANCE MINUTES
JUNE 12, 2025 12:00 P.M.**

The City of Victoria is located on the homelands of the Songhees Nation and Xwsepsum Nation.

PRESENT: Margaret Eckenfelder (Chair)
Bernie Gaudet
Don Monsour
Rosa Munzer

ABSENT: Trevor Moat

STAFF: Kyla Tuttle, Senior Zoning Technician
Alicia Ferguson, Recording Secretary

Call to Order

The meeting was called to order at 12:03 p.m.

A. Minutes

Moved by: B. Gaudet

Seconded by: R. Munzer

That the Minutes of the May 22, 2025, Board of Variance meeting be adopted.

CARRIED UNANIMOUSLY

B. Board of Variance Appeal No. 01035

**Paolo Di Cienzo (Applicant); Alayna Siddall (Owner)
337 Masters Road**

Present Zoning: R1-B

Present Use: SFD with secondary suite

The proposal is to build a new single family dwelling with a secondary suite.

Bylaw Requirements

Section 1.2.5.a

Section 1.2.5.b

Relaxations Requested

Front yard setback from 7.5m to 6.14m

Relaxation to the rear yard setback from 8.09m to 5.64m

Applicant

- *The lot is irregularly shaped due to a previous subdivision, creating challenges with setbacks and access.*

- *The design aims to preserve natural features, particularly a prominent Garry Oak tree and existing bedrock, minimizing environmental disruption.*
- *The proposed development includes a modestly sized main residence and a secondary suite (approx. 578 sq ft) to support family housing and aging in place.*
- *The garage and suite placement are dictated by site constraints and topography, with the deck and heat pump location chosen to minimize visual and environmental impact.*
- *Commitment to sustainable design, use of natural materials, and integration with the surrounding landscape.*
- *Letters were distributed to neighbours, and informal conversations occurred during site visits. Feedback from neighbours has been positive, with appreciation expressed for the natural materials and thoughtful design.*

Neighbours

- *No neighbors were present for this portion of the meeting.*

The public portion of the meeting was closed at 12:51 p.m.

Board

- *Appreciation for the applicant's efforts to preserve the natural topography and vegetation, particularly the Garry Oak.*
- *Commended the inclusion of a secondary suite and the consideration for aging in place.*
- *Noted the thoughtful and harmonious integration of the design with the site and neighbourhood.*

Motion:

Moved By: R. Munzer

Seconded By: D. Monsour

That the Board of Variance Appeal No. 010365 for 337 Masters Road, be approved as requested.

CARRIED UNANIMOUSLY

Adjournment

The Board of Variance meeting held June 12, 2025, was adjourned at 12:54 p.m. by unanimous consent.