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**REPORT TO THE JUAN DE FUCA LAND USE COMMITTEE  
MEETING OF TUESDAY, MARCH 17, 2026**

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**SUBJECT**     **Development Variance Permit for Lot 16, Section 10, Otter District, Plan  
VIP77477 – 2196 Otter Ridge Drive**

**ISSUE SUMMARY**

A request has been made for a development variance permit to reduce the requirement that ten percent of the perimeter of the lot front onto a public highway in order to authorize a two-lot subdivision.

**BACKGROUND**

The 0.6 ha property is located at 2196 Otter Ridge Drive and is zoned Rural Residential 2 (RR-2) in the Juan de Fuca Land Use Bylaw No. 2040 (Appendix A). The subject property is bordered by Rural Residential 3 (RR-3) zoned parcels to the east, RR-2 zoned parcels to the west, fronts onto Otter Ridge Drive, and is adjacent to a mix of RR-2 and RR-3 parcels to the south. There is a single-family dwelling accessed by an existing driveway located near the parcel's northern frontage along the cul-de-sac. The property is serviced by the Kemp Lake Waterworks District and an onsite septic system.

The applicant has applied for a two-lot fee-simple subdivision under Section 514 (Subdivision for a Relative) of the *Local Government Act (LGA)* (SU000758) (Appendix B). The RR-2 zone requires an average minimum lot size of one hectare (ha); however, since this application was made under Section 514 and Bylaw No. 2040 does not specify a minimum parcel size with respect to that section, the approving officer may approve subdivision lots that do not meet the minimum parcel size specified by the RR-2 zone. Including the panhandle, proposed lot B has an area of 0.38 ha, and the remainder parcel has an area of 0.25 ha.

Ten percent of the perimeter of proposed Lot B is approximately 24.8 m; however, due to the configuration of the parcel, the lot provides only 3.8% frontage (9.5 m). As a result, the applicant has requested a variance to reduce the frontage requirement in Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, Part 1, Section 3.10(4)(a).

**ALTERNATIVES**

*Alternative 1*

The Land Use Committee recommends to the CRD Board:

That Development Variance Permit VA000167 for Lot 16, Section 10, Otter District, Plan VIP77477 to vary the Juan de Fuca Land use Bylaw, Bylaw No. 2040, Part 1, Section 3.10(4)(a), by reducing the minimum frontage requirement from 10% to 3.8% for proposed Lot B, as shown on the Proposed Subdivision plan, prepared by West Coast Design and Development Services, dated December 7, 2022, for the purpose of permitting a two-lot subdivision, be approved.

*Alternative 2*

That the Development Permit with Variance VA000167 be denied.

## **IMPLICATIONS**

### *Legislative Implications*

Juan de Fuca Land Use Bylaw 1992, Bylaw No. 2040, Part 1, Section 3.10(4)(a), specifies that road frontage shall be a minimum of 10% of the perimeter of a parcel. A variance to reduce the minimum required frontage has been requested for proposed Lot B for the purpose of permitting a two-lot subdivision.

### *Public Consultation Implications*

Pursuant to Section 499 of the LGA, if a local government is proposing to pass a resolution to issue a development variance permit, it must give notice to each resident/tenant within a given distance as specified by bylaw. Juan de Fuca Development Fees and Procedures Bylaw No. 3885, states that the Board at any time may refer an application to an agency or organization for their comment. In addition, it states that a notice of intent must be mailed to adjacent property owners within a distance of not more than 500 metres. JdF Community Planning will provide notice accordingly. Any responses received from the public will be circulated to the Land Use Committee in advance of its March 17, 2026, meeting.

### *Land Use Implications*

The Juan de Fuca Land Use Bylaw requires that where a lot being created by subdivision fronts on a public highway, the minimum frontage on the highway shall be one-tenth of the perimeter of the lot. The applicant has proposed to reduce the minimum frontage requirement from 10% (24.8 m) to 3.8% (9.5 m) for proposed Lot B.

The proposed lot boundaries are not oriented at right angles to the road; however, the panhandle configuration is considered conforming on a cul-de-sac and the proposed panhandle complies with the 6 m access strip width required by Bylaw No. 2040. The resulting parcel would remain subject to the zone's maximum lot coverage of 25%.

Since each parcel will be less than 1 ha, they will need to be approved by the environmental health officer. It is noted that the subject property is located within the Kemp Lake Waterworks District and that each parcel would be connected to a community water system.

The subdivision would create one additional parcel, and this scale of development is not expected to result in significant impacts on the public road network or adjacent properties. Permitted uses on the lot support a single-family dwelling and associated accessory uses, including one secondary suite, subject to applicable regulations

Staff recommend Alternative 1 subject to consideration of comments from neighboring residents.

## **CONCLUSION**

The applicant has submitted a two-lot subdivision application and is requesting a reduction of the minimum frontage requirement for proposed Lot B from 10% of the lot perimeter (24.8 m) to 3.8% of the lot perimeter (9.5 m). Staff recommend approval of the development variance permit VA000167 (Appendix C), subject to public notification. If the variance is approved by the Board, the Corporate Officer will proceed to issue the Development Variance Permit and register a Notice of Permit on Title.

**RECOMMENDATION**

The Land Use Committee recommends to the Capital Regional District Board:  
That Development Variance Permit VA000167 for Lot 16, Section 10, Otter District, Plan VIP77477 to vary the Juan de Fuca Land use Bylaw, Bylaw No. 2040, Part 1, Section 3.10(4)(a), by reducing the minimum frontage requirement from 10% to 3.8% for proposed Lot B, as shown on the Proposed Subdivision plan, prepared by West Coast Design and Development Services, dated December 7, 2022, for the purpose of permitting a two-lot subdivision, be approved.

Submitted by:	Iain Lawrence, MCIP, RPP, Senior Manager, JdF Administration
Concurrence:	Stephen Henderson, MBA, P.G.Dip.Eng., B.Sc., General Manager, Electoral Area Services
Concurrence:	Ted Robbins, B.Sc., C. Tech., Chief Administrative Officer

**ATTACHMENTS**

- Appendix A: Subject Property Map
- Appendix B: Proposed Subdivision Plan – West Coast Design and Development Services, December 7, 2022
- Appendix C: Development Variance Permit VA000167