



File No.: Amendment to  
PLDVP20250405

DATE OF MEETING: May 1, 2026

TO: Hornby Island Local Trust Committee

FROM: Ian Cox, Planner 2  
Northern Team

SUBJECT: Development Variance Permit Amendment

Applicant: Hornby Island Co-operative Association Inc. No. 710, AFC  
Construction (agent)

Location: 5875 Central Road, Hornby Island (PID 026-371-791)  
Lot 1, Sections 6 and 10, Hornby Island, Nanaimo District, Plan  
VIP79310

## RECOMMENDATIONS

1. That the Hornby Island Local Trust Committee rescind development variance permit PLDVP20240155 and contain approved variances for the proposal in one revised development variance permit.
2. That the Hornby Island Local Trust Committee approve development variance permit PLDVP20250405 as amended.

## REPORT SUMMARY

The report provides the LTC with information to consider an amendment to development variance permit (DVP) PLDVP20250405 that will facilitate the redevelopment of the Hornby Island Cooperative Association property at 5875 Central Road. As described in previous staff reports related to the project, the work includes construction of a new Co-op Store building with a grocery and hardware store, Canada Post outlet, liquor store, deli, office rooms, and loading areas.

Staff recommend issuing the amended permit PLDVP20250405, which will combine the variances approved under PLDVP20240155 and PLDVP20250405, and include the new requested variances in one development variance permit, as explained under the rationale provided in the following sections of this report. Attachment 1 provides a draft permit with these variances.

## BACKGROUND

For a complete project overview, including detailed site context, property background and location information, development permit area Guidelines, etc., please refer to the original staff report for PLDVP20250405 that was included in the LTC regular business meeting [agenda package for January 23, 2026](#).

The LTC has issued three DVPs for the project to date. Two for relaxation of horizontal setbacks, and one for an increase to the maximum height allowed for buildings and structures under the Hornby Island Land Use Bylaw No. 150 (LUB) related to the new Co-op grocery store building, associated servicing areas, and HVAC equipment. A development permit (DP) was also required for the construction due to

the location of the project within the Commercial Centres (Retail and Visitor Accommodations) Development Permit Area (DPA).

This DVP amendment seeks to relax the minimum interior side lot line setback along the southern property boundary to accommodate the siting of a set of access stairs that were omitted from the variance requests under PLDVP20250405. Additionally, a change is made to clarify the naming of the lot lines in the text portion of the permit. Both issues were due in part to the timing and order of operations for the DVP and DP applications, a misunderstanding in communication between staff and the applicant, and the complexity of determining specific lot lines as defined in the LUB because of the nature of the hooked lot (northern and southern portions).

After discussing the matter with the applicant's representative, staff consider the appropriate solution to be an amendment to PLDVP20250405, combining the access stair relaxation request with the text corrections and previous horizontal setback relaxations under PLDVP20240155 and PLDVP20250405 into one harmonized permit for clarity, now and in the future. The amended permit is presented for LTC consideration in **Attachment 1**. The height variance issued under permit PLDVP20240341 will remain as a separate permit.

## **ANALYSIS**

### ***Official Community Plan***

The subject property is designated Retail and Personal Service and included in the Commercial Centres (Retail and Visitor Accommodations) DPA per the [Hornby Island Official Community Plan Bylaw No. 149](#) (OCP) land use and development permit areas maps, Schedule "B" and "E" to the OCP, respectively. Staff consider the current uses on the property and proposed development to be compatible with OCP policies and objectives under section 6.5.1 for this designation. The LTC issued PLDVP20240156 on November 1, 2024, which authorized the redevelopment including the servicing area, through its specific location was not known at the time. i.e. exact distance from lot lines.

### ***Land Use Bylaw (LUB)***

#### Zoning

The subject property is zoned Commercial 1 -Retail (C1) (Co-op and Service Station) under LUB section 8.9, where retail, restaurants, service stations, personal services, and offices are permitted principal uses.

#### Additional Variance Request for Access Stairs

Please refer to **Attachments 2 and 3** for the horizontal variances issued by the LTC under PLDVP20240155 and DVP20250405. The following is the new relaxation request to accommodate the access stairs:

- **Section 8.9, Subsection 4(c)** which states that the minimum setback for any building or structure, except for a fence or pump/utility house shall be 3.0 meters from an interior side lot line, **is requested to be varied to allow the siting of a set of access stairs only** at the rear of the Co-op store building, **a minimum of 0.0 metres from the southern interior side lot line.**

#### Corrections to Lot Line Names

**Attachment 2 and 3** provide the original versions of PLDVP20240155 and PLDVP20250405. **Attachment 1** provides the amended PLDVP20250405 with corrected lot line names in the text portion of the permit.

### Intent of regulation being varied

The purpose of setback regulations is to minimize impacts on adjacent properties related to:

- Establishing a consistent development pattern within a local area.
- Limiting the visual impact of development on adjacent properties.
- Protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
- Maintaining a rural character.
- Ensuring that the environmental integrity and amenity of adjacent lots, public roads and public land are not adversely affected.
- Separation of incompatible uses on adjacent lots.

The applicant explains that the location of the stairs is necessary to enable the continued operation of services and stores at the Co-op with site constraints and limited design options, particularly given that the building itself will be located 1.2 meters from the interior side lot line as granted by the previous DVPs.

### Impact of granting variance

The greatest impact would be to the BC Parks Tribune Bay campground property directly to the east and south of the new building. Staff understand the applicant has been in contact with BC Parks throughout the project to address the province's concerns related to park users' trail access to and from the site, visual disturbance, etc. As identified in previous staff reports, the applicant has responded to these concerns and is in dialog with BC Parks to improve the interface between the properties.

The specific implications of denying this particular variance may be best articulated by the applicant. Staff understand that if the DVP is denied, it could impact the project timeline and cause service interruptions to the store. As with the previous DVP applications, the applicant has the option to apply to the Board of Variance if the DVP is denied.

## **CIRCULATION**

Notification of the DVP was sent to property owners and residents within the vicinity on April 16<sup>th</sup>, 2026 in accordance with the *Local Government Act* (**Attachment 4**). Public comments can be received up to and including the LTC meeting on May 1<sup>st</sup>, 2026.

As of the date of this report, no correspondence has been received in response to the notification. Any submissions received prior to the LTC meeting date will be forwarded to the LTC and reported at the meeting for information.

### ***First Nations***

Islands Trust reviews all applications to ensure the preservation and protection of cultural heritage, archaeological sites, and ancestral places. As reviewed, the application is consistent with respect to LTC Standing Resolutions on reconciliation. Notwithstanding, to provide applicants with awareness regarding unknown archaeological areas, staff forwarded the Islands Trust Chance Find Protocol and the provincial Archaeological Branch guidelines on the Heritage Conservation Act directly to the applicant at the time the file was opened, as was the case for the previous applications.

The applicant has been in contact with K'ómoks First Nation staff from the outset of the project regarding the Nation's Cultural Heritage Investigation Permit (CHIP) process and was notified that a CHIP was not required for the work to date. However, if during construction potential archaeological material is identified, the applicant must halt work and contact KFN immediately as required by the Nation's policies.

**Rationale for Recommendation**

Staff recommend approval of the amended DVP and rescinding the previous PLDVP20240155 as found on page 1 of this report considering the following:

- the location of the access stairs is necessary to enable the continued operation of services and stores at the Hornby Co-op within site constraints;
- the proposed variance would not contradict Hornby OCP policies;
- To the best of staff knowledge, the applicant has worked with neighbouring property owner/operator, BC Parks, to reach agreement on the location of the building and associated equipment and loading areas, etc.; and
- the use and structures are consistent with the LUB C1 zoning regulations.

**ALTERNATIVES**

**1. Request further information**

The LTC may request further information prior to making a decision. If selecting this alternative, the LTC should describe the specific information needed and the rationale for this request. Recommended wording for the resolution is as follows:

*That the Hornby Island Local Trust Committee request that the applicant submit to the Islands Trust [describe information] prior to further consideration of PLDVP20250405.*

**2. Deny the application**

The LTC may deny the application. If this alternative is selected, the LTC should state the reasons for denial. Recommended wording for the resolution is as follows:

*That the Hornby Island Local Trust Committee deny application PLDVP20250405 for the following reasons [insert reasons].*

**NEXT STEPS**

If the LTC grants the DVP, staff will issue the permit and the project may proceed with phased construction.

Submitted By:	Ian Cox, Planner 2	April 20, 2026
Concurrence By:	Renée Jamurat, RPP, MCIP, Regional Planning Manager	April 22, 2026

**ATTACHMENTS**

1. Proposed Amended PLDVP20250405
2. PLDVP20240155 (to combine with PLDVP20250405)
3. PLDVP20250405 (original version)
4. Statutory Public Notice



Islands Trust

# PROPOSED

**HORNBY ISLAND LOCAL TRUST COMMITTEE  
DEVELOPMENT VARIANCE PERMIT  
PLDVP20250405  
(amended May 1, 2026)**

To: HORNBY ISLAND CO-OPERATIVE ASSOCIATION, INC.NO.710

1. This Development Variance Permit applies to the land described below:

LOT 1 SECTIONS 6 AND 10 HORNBY ISLAND NANAIMO DISTRICT PLAN VIP79310  
(PID: 026 -371-791)

2. Hornby Island Land Use Bylaw No. 150, 2014 is varied as follows:

- a) Section 8.9, Subsection 4(b) which states that the minimum setback for any building or structure, except for a fence or pump/utility house shall be 6.0 meters from a rear lot line, is varied as follows:
  - **a minimum of 0.0 meters from a rear lot line to allow the siting of a new grocery store building; (the rear lot line in this case is the point where the two interior side lot lines intersect opposite the front lot line);**
- b) Section 8.9, Subsection 4(c) which states that the minimum setback for any building or structure, except for a fence or pump/utility house shall be 3.0 meters from any interior side lot line, is varied as follows:
  - **a minimum of 1.2 meters from the southern interior side lot line to allow the siting of a new grocery store building and associated servicing area comprised of a pad-mounted transformer, electrical generator, fire pump, and above ground water tanks;**
  - **a minimum of 0.0 meters from the southern interior side lot line to allow the siting of a set of access stairs only.**
- c) Section 8.9, Subsection (4)(d) which states that the minimum setback for any building or structure, except for a fence or pump/utility house shall be 6.0 meters from any exterior side lot line, is varied as follows:
  - **a minimum of 4.0 meters from the western exterior side lot line allow the siting of a servicing area comprised of a pad-mounted transformer, electrical generator, fire pump, and above ground water tanks.**

The development shall be consistent with Schedule 'A' - Dimensioned Site Plan, attached to and forming part of this permit.

3. This permit is not a building permit and does not remove any obligation on the part of the permittee to comply with all other requirements of "Hornby Island Land Use Bylaw No. 150, 2014" and to obtain other approvals necessary for completion of the proposed development.

**AUTHORIZING RESOLUTION PASSED BY THE HORNBY ISLAND LOCAL TRUST COMMITTEE THIS XX<sup>st</sup> DAY OF XX, 202X.**

\_\_\_\_\_  
Deputy Secretary, Islands Trust

\_\_\_\_\_  
Date of Issuance

**IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE XX<sup>st</sup> DAY OF XX, 202X (2 YEARS FROM DATE OF ISSUANCE) THIS PERMIT AUTOMATICALLY LAPSES.**



Islands Trust

# PROPOSED

## HORNBY ISLAND LOCAL TRUST COMMITTEE PLDVP20250405 (amended May 1, 2026)

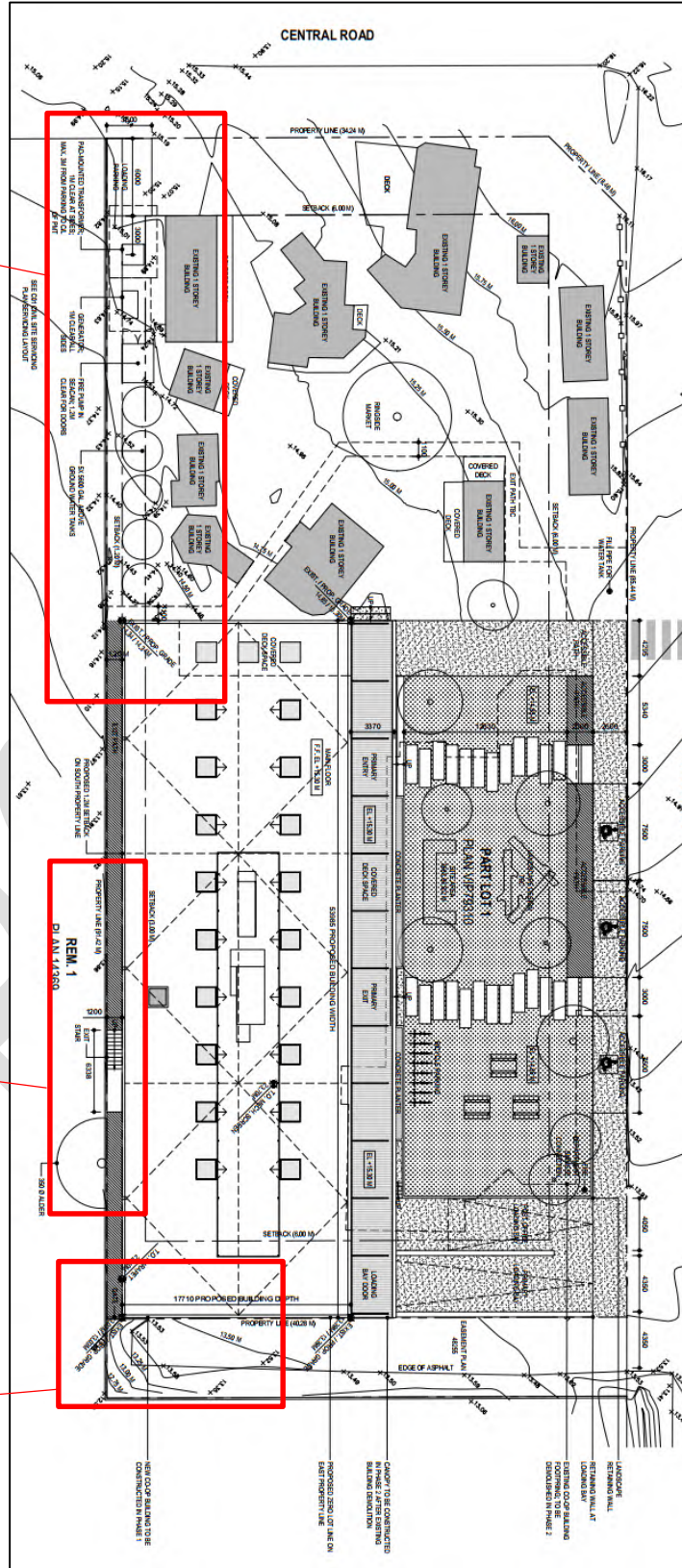
### SCHEDULE 'A' - Dimensioned Site Plan



SERVICING AREA  
4.0 meters from  
western exterior  
side lot line, 1.2  
meters from  
southern interior  
side lot line.

ACCESS STAIRS  
0.0 meters  
from southern  
interior side  
lot line.  
  
BUILDING  
ENVELOPE  
1.2 meters  
from southern  
interior side  
lot line.

BUILDING  
ENVELOPE  
0.0 meters from  
southern interior  
side lot line, 0.0  
meters from  
eastern interior  
side lot line, 0.0  
meters from rear  
lot line  
(intersecting  
point).





Islands Trust

**HORNBY ISLAND LOCAL TRUST COMMITTEE  
DEVELOPMENT VARIANCE PERMIT  
PLDVP20240155**

To: HORNBY ISLAND CO-OPERATIVE ASSOCIATION, INC.NO.710

1. This Development Variance Permit applies to the land described below:

LOT 1 SECTIONS 6 AND 10 HORNBY ISLAND NANAIMO DISTRICT PLAN VIP79310  
(PID: 026-371-791)

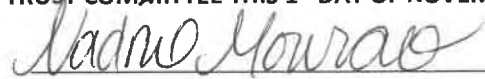
2. Hornby Island Land Use Bylaw No. 150, 2014 is varied as follows:

- a) **Section 8.9, Subsection (4)(b) which states that the minimum setback for any building or structure, except for a fence or pump/utility house shall be 6.0 metres from a rear lot line, is varied to permit the construction of a new grocery store building within 1.2 metres of the Southern rear lot line.**
- b) **Section 8.9, Subsection 4(c) which states that the minimum setback for any building or structure, except for a fence or pump/utility house shall be 3.0 metres from an interior side lot line, is varied to permit the construction of a new grocery store building within 0.0 metres of the Eastern interior lot line.**

The development shall be consistent with Schedule 'A' which is attached to and forms part of this permit.

3. This permit is not a building permit and does not remove any obligation on the part of the permittee to comply with all other requirements of "Hornby Island Land Use Bylaw No. 150, 2014" and to obtain other approvals necessary for completion of the proposed development.

**AUTHORIZING RESOLUTION PASSED BY THE HORNBY ISLAND LOCAL TRUST COMMITTEE THIS 1<sup>st</sup> DAY OF NOVEMBER, 2024.**

  
Deputy Secretary, Islands Trust

**November 4, 2024**

Date of Issuance

**IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE 4th DAY OF NOVEMBER, 2026 (2 YEARS FROM DATE OF ISSUANCE) THIS PERMIT AUTOMATICALLY LAPSES.**



Islands Trust

HORNBY ISLAND LOCAL TRUST COMMITTEE

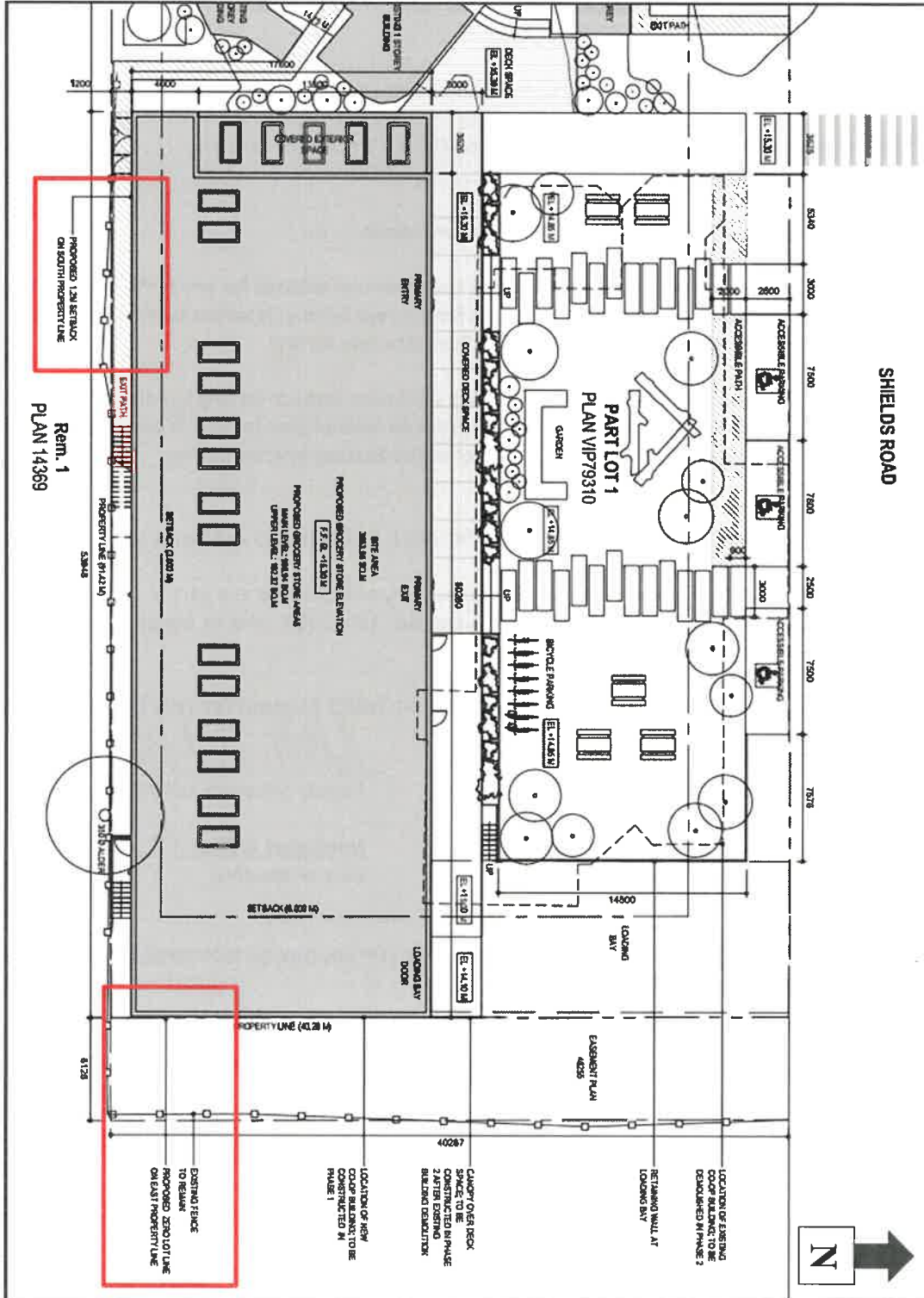
PLDVP20240155

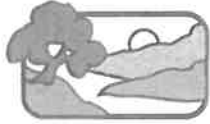
SCHEDULE 'A'

Site Plan

I hereby certify this to be Schedule "A" which is attached to and forms part of Development Variance Permit No. PLDVP20240155.

*Adamo Youvanis*  
 Signature of Islands Trust Official  
 November 4, 2024  
 Date of Issuance





Islands Trust

**HORNBY ISLAND LOCAL TRUST COMMITTEE  
DEVELOPMENT VARIANCE PERMIT  
PLDVP20250405**

To: HORNBY ISLAND CO-OPERATIVE ASSOCIATION, INC.NO.710

1. This Development Variance Permit applies to the land described below:

LOT 1 SECTIONS 6 AND 10 HORNBY ISLAND NANAIMO DISTRICT PLAN VIP79310  
(PID: 026 -371-791)

2. Hornby Island Land Use Bylaw No. 150, 2014 is varied as follows:

- a) **Section 8.9, Subsection 4(c) which states that the minimum setback for any building or structure, except for a fence or pump/utility house shall be 3.0 meters from an interior side lot line, is varied to allow the siting of a “servicing area” for a pad-mounted transformer, electrical generator, fire pump, and above ground water tanks, a minimum of 1.2 metres of the southern interior side lot line.**
- b) **Section 8.9, Subsection (4)(d) which states that the minimum setback for any building or structure, except for a fence or pump/utility house shall be 6.0 meters from any exterior side lot line, is varied to allow the siting of a “servicing area” for a pad-mounted transformer, electrical generator, fire pump, and above ground water tanks, a minimum of 4.0 metres of the western exterior side lot line.**

The development shall be consistent with Schedule ‘A’ - Dimensioned Site Plan, attached to and forming part of this permit.

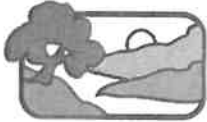
3. This permit is not a building permit and does not remove any obligation on the part of the permittee to comply with all other requirements of "Hornby Island Land Use Bylaw No. 150, 2014" and to obtain other approvals necessary for completion of the proposed development.

**AUTHORIZING RESOLUTION PASSED BY THE HORNBY ISLAND LOCAL TRUST COMMITTEE THIS 23<sup>rd</sup> DAY OF JANUARY, 2026.**

  
Deputy Secretary, Islands Trust

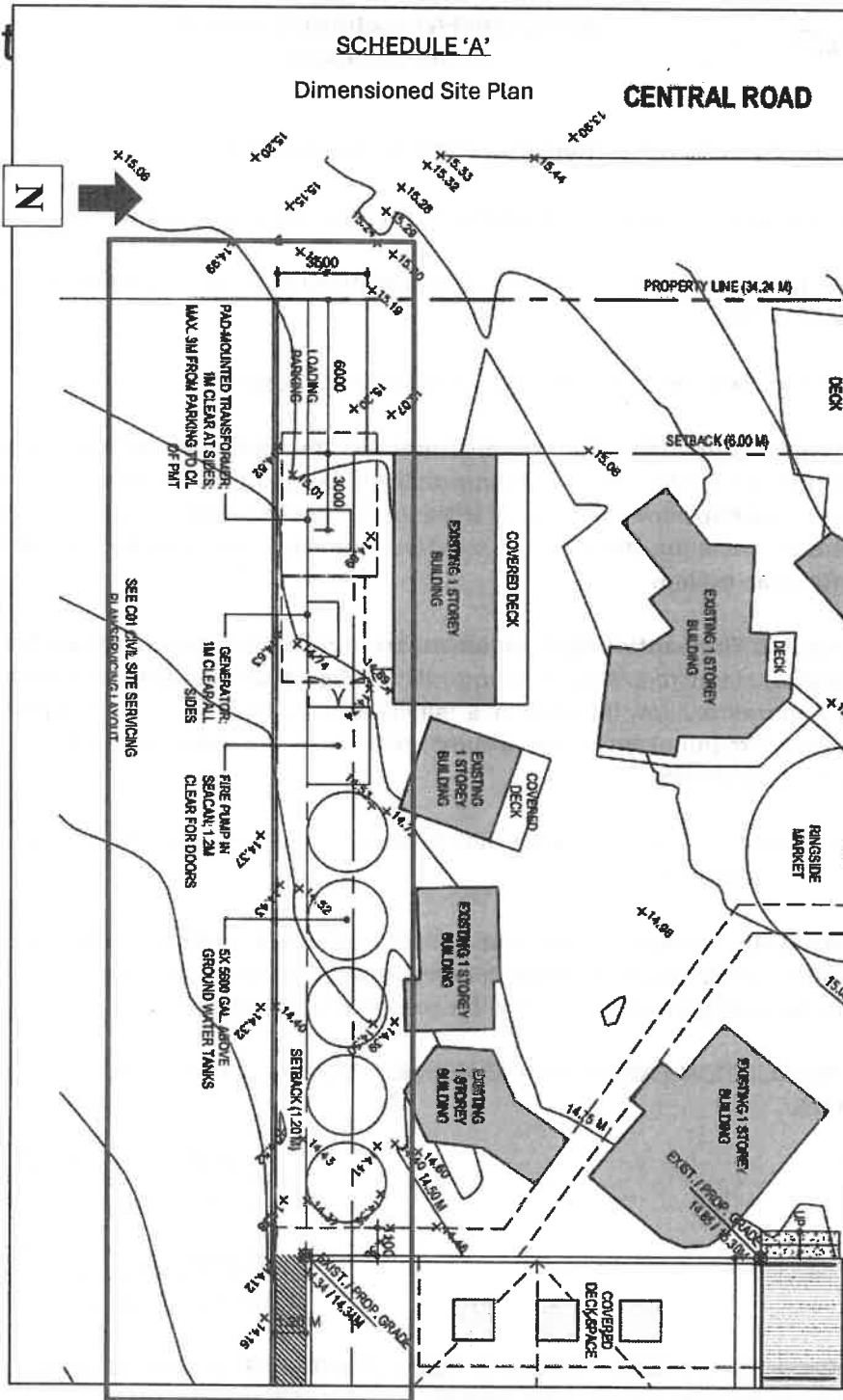
  
Date of Issuance

**IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE 20<sup>th</sup> DAY OF JANUARY, 2028 (2 YEARS FROM DATE OF ISSUANCE) THIS PERMIT AUTOMATICALLY LAPSES.**



Islands Trust

HORNBY ISLAND LOCAL TRUST COMMITTEE  
PLDVP20250405



I hereby certify this to be Schedule "A" attached to and forming part of Development Variance Permit PLDVP20250405

*Madine Howard*

Deputy Secretary, Islands Trust

*February 26, 2026*

Date Issued



1. Application

Document Fees: \$33.01

**Nadine Mourao on behalf of Islands Trust**  
700 North Road  
Gabriola BC V0R 1X3  
250 247-2206

2. Description of Land

PID/Plan Number	Legal Description
026-371-791	LOT 1 SECTIONS 6 AND 10 HORNBY ISLAND NANAIMO DISTRICT PLAN VIP79310

3. Nature of Interest

Type  
**NOTICE OF PERMIT**

4. Name of Local Government

**Hornby Island Local Trust Committee**  
Additional Information

5. Notice Details

TAKE NOTICE that the land described above is subject to a Permit.

- (a) Type of Notice: Development Variance Permit
- (b) Statutory authority: Local Government Act, Section 498

Issue Date: 2026-Feb-26

Further particulars of the permit may be obtained from the issuing authority.

AND FURTHER TAKE NOTICE that in the case of a Temporary Commercial or Industrial Permit, the Registrar is hereby authorized to cancel the notation of the filing of this notice against the title to the land affected by it on or after the expiry date specified above without further application from us and we consent to a cancellation of the notation on the basis of effluxion of time.

Authorized Signatory (If Applicable)

**Nadine Mourao, Legislative Clerk - Deputy Secretary**

**Electronic Signature**

Your electronic signature is a representation that you are a designate authorized to electronically sign this application by an e-filing direction made under section 168.22 (2) of the *Land Title Act*, RSBC 1996, c 250.

**Nadine Mourao**  
**NUHIQM**

Digitally signed by  
Nadine Mourao NUHIQM  
Date: 2026-02-26  
08:33:58 -08:00



**NOTICE**  
**PLDVP20250405**  
**HORNBY ISLAND LOCAL TRUST COMMITTEE**

**NOTICE** is hereby given that the Hornby Island Local Trust Committee (LTC) will be considering amendments to the issued development variance permits PLDVP20250405 and PLDVP20240155, pursuant to Section 499 of the *Local Government Act*. The issued permits varied the Hornby Island Land Use Bylaw No. 150, 2014 (LUB) to allow the siting of a new Hornby Co-operative Association grocery store building and associated servicing area, containing equipment for hydro, backup power generation, water tanks and a pump for fire suppression. The building and servicing area is proposed to be located on the smaller portion of the property which abuts Shields Road to its north, in accordance with the following issued and requested variances to the LUB which the LTC will consider as part of this permit amendment:

- a) Section 8.9, Subsection 4(b) which states that the minimum setback for any building or structure, except for a fence or pump/utility house shall be 6.0 meters from a rear lot line, is varied as follows:
  - **a minimum of 0.0 meters from a rear lot line to allow the siting of a new grocery store building; (the rear lot line in this case is the point where the two interior side lot lines intersect opposite the front lot line);**
- b) Section 8.9, Subsection 4(c) which states that the minimum setback for any building or structure, except for a fence or pump/utility house shall be 3.0 meters from any interior side lot line, is varied as follows:
  - **a minimum of 1.2 meters from the southern interior side lot line to allow the siting of a new grocery store building and associated servicing area comprised of a pad-mounted transformer, electrical generator, fire pump, and above ground water tanks;**
  - **a minimum of 0.0 meters from the southern interior side lot line to allow the siting of a set of access stairs only.**
- c) Section 8.9, Subsection (4)(d) which states that the minimum setback for any building or structure, except for a fence or pump/utility house shall be 6.0 meters from any exterior side lot line, is varied as follows:
  - **a minimum of 4.0 meters from the western exterior side lot line allow the siting of a servicing area comprised of a pad-mounted transformer, electrical generator, fire pump, and above ground water tanks.**

Due to the order in which the variance applications were made and a clerical error, a set of access stairs at the rear of the building along the southern lot line was not included in the most recent variance request and subsequent resolution. The LTC will consider inclusion of the stairs in a proposed amended permit, as well as corrections to the names of the lot lines, and incorporation of the previously issued variances under PLDVP20240155, so that all of the horizontal lot line setback relaxations are contained in one permit for clarity. The amended PLDVP20250405 will supersede the previous two.

The plans attached to the original PLDVP20250405 permit as ‘Schedule “A” – Dimensioned Site Plan’ showing the subject servicing area within a red rectangle, remain a correct and accurate representation of the variances as issued under that permit. A new site plan schedule showing the access stairs and previously granted variances under PLDVP20240155 will be considered, as shown on the proposed permit amendment attached to this notice.

The property is located at **5875 Central Road, Hornby Island, BC** and is legally described as:

LOT 1 SECTIONS 6 AND 10 HORNBY ISLAND NANAIMO DISTRICT PLAN VIP79310 (PID: 026-371-791)

The general location of the subject property is shown on the following sketch:



A copy of the proposed permit may be inspected at the Islands Trust Office, 700 North Road, Gabriola Island, BC V0R 1X3 between the hours of 8:30 a.m. to 4:00 p.m. Monday to Friday inclusive, excluding statutory holidays, commencing **April 17, 2026** and continuing up to and including **April 30, 2026**.

A copy of the proposed Development Variance Permit may be found online at <https://islandstrust.bc.ca/island-planning/hornby/current-applications/>

Enquiries or comments should be directed to Planner, Ian Cox, at (250) 247-2207, for Toll Free Access, request a transfer via Enquiry BC: In Vancouver 660-2421 and elsewhere in BC 1-800-663-7867; or by fax (250) 405-5155; or by email to: [northinfo@islandstrust.bc.ca](mailto:northinfo@islandstrust.bc.ca) before 4:30 pm, **April 30, 2026**.

The Hornby Island Local Trust Committee may consider issuance of the proposed Permit at its Business Meeting to be held at **11:30 a.m., May 1<sup>st</sup>, 2026 at the Hornby Community Hall, 4305 Central Road, Hornby Island.**

All applications are available for review by the public with prior appointment. Written comments made in response to this notice will also be available for public review.

Nadine Mourao, Deputy Secretary