



Town of Osyoos
Planning & Development Services
 8707 Main St, Osyoos, BC V0H 1V0
 Tel: 250-495-6191 Email: plan@osyoos.ca

Office Use Only	
File No.:	
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Application Fee:	
Title Search Fee:	
Receipt No:	

Appeal to the Board of Variance

It is recommended that applicants consult Planning & Development Services staff prior to submitting an application. This application will not be accepted unless it is complete and the required fee and plans are attached.

APPLICANT:		OWNER(S):	
Name: Sheelagh Fredsborn		Name: [REDACTED]	
Address: [REDACTED]		Address: [REDACTED]	
City/Town: [REDACTED]		City/Town: [REDACTED]	
Province: [REDACTED]	Postal Code: [REDACTED]	Province: [REDACTED]	Postal Code: [REDACTED]
Day Phone: [REDACTED]	Fax: [REDACTED]	Day Phone: [REDACTED]	Fax: [REDACTED]
Cell Phone: [REDACTED]		Cell Phone: [REDACTED]	
Email: [REDACTED]		Email: [REDACTED]	

AGENT AUTHORIZATION:	
If the registered owner(s) of the subject property elects to have someone act on their behalf in submission of this application this section must be completed:	
As owner(s) of the land described in this application, I/we hereby authorize <u>Sheelagh Fredsborn</u> to act as applicant in regard to this land development application.	
Signature: [REDACTED]	Date: November 12, 2025 March 29, 2026
Signature of [REDACTED]	Date: November 12, 2025 March 29, 2026

NOTICE OF COLLECTION OF PERSONAL INFORMATION:
The personal information you provide on this form is being collected under the authority of Section 895 of the <i>Local Government Act</i> and Section 32 of the <i>Freedom of Information and Protection of Privacy Act</i> . This information will be used to determine eligibility for a development variance permit and for enforcement of applicable laws. This information may be circulated to persons or authorities as necessary for the review process. Your personal information is protected by the privacy provisions of the <i>Freedom of Information and Protection of Privacy Act</i> . If you have any questions about the collection of this information please contact the Town's Corporate Services staff at info@osyoos.ca .

PROPERTY DESCRIPTION:	
Civic address: 6803 Cottonwood Drive	
Legal Description	
Lot: A	Plan: KAP37639 Block: District Lot: 41 Section: Township:
Current Zoning: RM1	OCP designation:
Current land use: Residential	
Surrounding land uses: Residential	
Current method of sewerage disposal: <input checked="" type="checkbox"/> Community Sewer <input type="checkbox"/> Septic <input type="checkbox"/> Other	
Current method of water supply: <input checked="" type="checkbox"/> Community Water <input type="checkbox"/> Well <input type="checkbox"/> Other	
Any restrictive covenants registered on the subject property: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if yes, provide details)	
Any registered easements or rights-of-ways on subject property: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if yes, provide details) <u>Registration Number 46309E (Well)</u>	
Does the subject property possess a legal road access: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if no, provide details)	
Agricultural Land Reserve: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Riparian Area: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Environmentally Sensitive: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	MoT Approval: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (required for setbacks within 4.5 metres of a road reserve)

GROUNDS OF APPEAL:	
This is an appeal to the Board of Variance under the following Section of the <i>Local Government Act</i> .	
540(a) <input checked="" type="checkbox"/>	A bylaw respecting the siting, dimensions, or size of a building or structure, of the siting of a manufactured home in a manufactured home park.
540(b) <input type="checkbox"/>	A subdivision servicing requirement in an area zoned for agricultural or industrial use under Section 506(1)(c) of the <i>Local Government Act</i> .
540(c) <input checked="" type="checkbox"/>	The prohibition of a structural alteration of an addition to a structure pursuant to Section 531(1) of the <i>Local Government Act</i> .

REQUESTED VARIANCE(S):	
List all requested variances to the regulations in bylaws of the Town. Each variance should be marked on the applicable drawings. A variance cannot be considered where use or density would be affected.	
1. Bylaw (Include No.): <u>1395</u> Section: <u>531 (1)</u>	Proposed variance: _____
2. Bylaw (Include No.): _____ Section: _____	Proposed variance: _____

DEVELOPMENT INFORMATION:

Provide a description of the proposed development (please attach as a separate sheet, as required):

ATTACHED

SUPPORTING RATIONALE:

A person may apply for an order of the Board of Variance in circumstance where it is believed that compliance with certain regulations may cause undue hardship and the variance is minor.

1. Please describe the regulations, requirements and circumstances, which if complied with, would cause undue hardship. Describe the nature of the hardship and how the requested variance would prevent undue hardship:

The existing dwelling is legally non-conforming as it was constructed prior to the current zoning regulations. As a result, any possible additions or alterations require variance approval. The current layout does not provide sufficient space to safely accommodate mobility aids. Essential areas, including the bedroom and bathroom are too confined to allow the use of a walker, and laundry along with closets are located in the basement, which is increasingly difficult and unsafe to access. Given the size and configuration of the home, there are no practical options to reconfigure the existing interior to address these issues. The proposed rear addition represents the minimum necessary expansion to create an accessible bedroom, bathroom, and supporting spaces on the main floor. The variance is directly related addressing this hardship and functional changes will allow [REDACTED] to live safely and independently in their home.

2. A variance should not result in inappropriate development of a site. Please describe how the requested variance meets this criteria:

The proposed addition is modest in scale and designed to blend seamlessly and be consistent with the form and character of the existing dwelling. It will not significantly alter the appearance or massing of the home and remains compatible with the surrounding residential area. The addition is limited to what is necessary to address the accessibility needs and does not represent an over-development of the property.

3. The variance should not adversely affect the natural environment. Please describe how the requested variance meets this criteria:

The addition will be located within an already developed portion of the property at the rear of the home. The proposal does not introduce any changes that would affect drainage patterns or the natural environment.

4. The variance should not substantially affect the use and enjoyment of adjacent land. Please describe how the requested variance meets this criteria:

The rear location of the addition minimizes visibility from neighbouring properties and will not result in any significant impact on privacy, views, or sunlight. The proposal does not introduce additional noise or activity beyond typical residential use.

5. The variance should not vary the permitted uses or densities on a parcel, nor should a variance defeat the intent of the bylaw. Please describe how the requested variance meets this criteria:

The intent of the zoning bylaw is to regulate development in a manner that ensures appropriate scale, siting, and compatibility within residential neighbourhoods. While the existing dwelling is legally non-conforming due to changes in zoning since its construction, the proposed addition is modest and does not significantly increase the degree of non-conformity. The variance is being requested to allow for reasonable modifications that support accessibility and safe occupancy of the home. It does not seek to increase density or alter the permitted use of the property. Overall, the proposal remains consistent with the general intent of the bylaw.

DEVELOPMENT INFORMATION:

Provide a description of the proposed development:

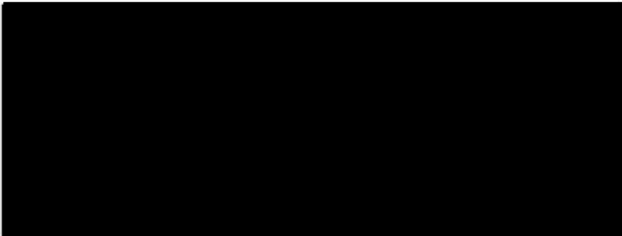
We are proposing a modest addition to the rear of the existing dwelling to enable essential accessibility upgrades and improve the overall functionality of the home.

The addition will accommodate an accessible bedroom, a bathroom designed for mobility needs that includes a washer and dryer, and a walk-in closet, all located on the main floor. These spaces are being designed to safely support the use of a walker or wheelchair and to allow for barrier-free movement between essential daily living areas.

The existing home is relatively small and was constructed prior to current zoning regulations. As a result, the current layout is constrained and does not provide sufficient space to safely accommodate mobility aids within the bedroom and bathroom. Due to these limitations, the proposed addition represents the minimum necessary expansion to achieve safe and functional living conditions. These constraints are inherent to the age and configuration of the home and are not the result of any recent actions or changes undertaken by the property owners.

The need for this addition is driven by medical necessity. [REDACTED] [REDACTED] resulting in reduced mobility. Following an assessment with Interior Health, we obtained the narrowest walker available; however, it cannot be used within the existing bedroom and bathroom due to space constraints. The current layout creates daily safety challenges and limits her ability to move independently within the home.

The proposed addition will allow essential functions—including sleeping, bathing, dressing, and laundry—to be safely accommodated on the main level, eliminating the need to navigate stairs and supporting her ability to remain in our home. The design is modest in scale, consistent with the existing dwelling, and is not expected to negatively impact neighbouring properties or the character of the area.



REQUIRED DOCUMENTATION:

All plans and drawings referred to in this section should be submitted with one full scale and one reduced (11 x 17) copy suitable for black and white reproduction. When possible, Adobe PDF versions should also be included.

Certificate of Title – to provide proof of ownership, copies of titles should be dated no more than 30 days prior to the date of application. Copies of titles are available from the Land Titles Office, or through a Government Agent's Office, a notary, lawyer or search company.

Site Plan – drawn to scale and showing dimensions, shall include the following (as applicable):

- North arrow and scale;
- Dimensions and boundaries of property lines, rights-of-way, and easements;
- Location, dimensions and setbacks of proposed and existing buildings / structures (including projections and overhangs) to lot lines, rights-of-ways, easements;
- Location of existing & proposed access roads, driveways, pathways, screening and fencing;
- Natural & finished grades of site, at buildings & retaining walls (indicate source of grade data)
- Location of any physical or topographical constraints (such as watercourses, shorelines, ravines, wetlands, steep slopes, bedrock outcrops, etc...);
- Location of all existing & proposed water lines, wells, septic fields, sanitary sewer & storm drain facilities, including sizes; and,
- Proposed covenant areas (if any).

Development Plans – drawn to scale, in metric, and including the following (as applicable):

- Building sections, elevations, floor plans and finishes;
- Landscaping, screening & fencing proposed for the site; and
- Access roads and driveways (proposed and existing), vehicle parking spaces and pathways.

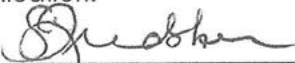
Project Summary Sheet – outlining density and number of dwelling units, site coverage, heights, setbacks and other relevant data (may be combined with "Development Plans").

Site Survey - if a proposed development involves a variance to the siting or building envelope of a structure a current sketch plan, certified by a BC Land Surveyor (BCLS), in metric, shall be required. This may be combined with the requirements for sub-Section 4 (where appropriate).

Additional material or more detailed information may be requested by the Town upon reviewing the application.

DECLARATION:

I, the undersigned, hereby certify that the information provided with respect to this application is full and complete and is, to the best of my knowledge, a true statement of the facts related to this application.


Signature of Owner or Authorized Agent

November 12, 2025
Date

Sheelagh Fredsborn
Print name of Owner or Authorized Agent

 March 29, 2026

