

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
BOARD OF VARIANCE HEARING MINUTES
MUNICIPAL HALL COUNCIL CHAMBER
AND VIA ELECTRONIC COMMUNICATION FACILITIES
WEDNESDAY, JANUARY 21, 2026**

BOARD MEMBERS: Chair L. Radage and Members H. Naderi, D. Simmons, and T. Webb. Member R. Yaworsky attended the hearing via electronic communication facilities.

STAFF: P. Cuk, Board Secretary; T. Yee, Building Inspector; and M. Suddaby, Legislative Services Clerk.

1. Call to Order

The hearing was called to order at 5 p.m.

2. Election of Chair for 2026

It was Moved and Seconded:

THAT Member Radage be elected as Chair for 2026.

CARRIED

Chair Radage appointed Member Yaworsky as Acting Chair for 2026.

3. Designation of Head Pursuant to *Freedom of Information and Protection of Privacy Act*

It was Moved and Seconded:

THAT pursuant to section 77 of the *Freedom of Information and Protection of Privacy Act*, the Board of Variance designates the Corporate Officer of The Corporation of the District of West Vancouver as the Head for the purposes of the *Act*.

CARRIED

4. Board of Variance Hearing Location

It was Moved and Seconded:

THAT

1. Board of Variance hearings for all of 2026 and for January 20, 2027 be held in the Municipal Hall Council Chamber and via electronic communication facilities;
2. the Municipal Hall Council Chamber be designated as the place where the public may attend to hear, or watch and hear, the Board of Variance hearing proceedings; and

3. a staff member be in attendance at the Municipal Hall Council Chamber for each of the scheduled hearings.

CARRIED

5. Introduction

Staff introduced the Board Members and described the hearing procedure.

6. Confirmation of the Agenda

It was Moved and Seconded:

THAT the January 21, 2026 Board of Variance hearing agenda be approved as circulated.

CARRIED

7. Adoption of the November 19, 2025 Minutes

Chair Radage referred to the minutes of the Board of Variance hearing held on November 19, 2025.

It was Moved and Seconded:

THAT the November 19, 2025 Board of Variance hearing minutes be adopted as circulated.

CARRIED

8. Time Limit of Board of Variance Orders

Chair Radage read out the following statement regarding Time Limit of Order Approving a Variance and noted that the time limit applied to each application approved by the Board:

Pursuant to section 542(3) of the *Local Government Act*, if a Board of Variance orders that a minor variance be permitted from the requirements of the bylaw, and the Order sets a time limit within which the construction of the building or structure must be completed, and the construction is not completed within that time, the permission of the Board terminates and the bylaw applies. Further, if that construction is not substantially started within 2 years after the Order was made, or within a longer or shorter time period established by the Order, the permission of the Board terminates and the bylaw applies.

9. Application 26-001 (3337 Marine Drive)

Staff confirmed the following requested variances regarding an addition:

- a) 2.33 m to Building Height
- b) 1 storey to Number of Storeys
- c) 21.0 sqm to Floor Area Ratio.

Staff provided permit history of the subject property.

Staff informed that no written submissions were received for this application prior to the Board of Variance hearing.

Written submissions received:

SUBMISSION AUTHOR	SUBMISSION DATED	#
None.		

D. Leslie (3337 Marine Drive) described the variance application for an addition. D. Leslie and J. Martin (representing the owner of 3337 Marine Drive) responded to Board members' questions.

Chair Radage queried whether anyone else had signed up to address the Board regarding the subject application. Staff informed that no one else had signed up to address the Board regarding the subject application.

Members of the Board considered:

- All of the submissions;
- Whether the application was for a minor variance that did not
 - result in inappropriate development of the site
 - adversely affect the natural environment
 - substantially affect the use and enjoyment of adjacent land
 - vary permitted uses and densities under the applicable bylaw; or
 - defeat the intent of the bylaw; and
- Whether compliance with the bylaw would cause the applicant undue hardship.

Having read the application dated December 15, 2025, including the applicant's letter, plans and all other related documents, and having read the statutory Notice of Hearing for the subject application, and having inspected and/or viewed images of the subject site, and having heard the submissions of D. Leslie and J. Martin:

It was Moved and Seconded:

THAT the Board finds that undue hardship would be caused to the applicant by compliance with Zoning Bylaw No. 4662, 2010 (as amended) and orders that Application 26-001 regarding an addition at 3337 Marine Drive with variances of:

- 2.33 m to Building Height
- 1 storey to Number of Storeys
- 21.0 sqm to Floor Area Ratio

BE ALLOWED pursuant to the plans dated November 28 and December 7, 2025 submitted with the application; AND THAT if construction is not substantially

started within 2 years of the issuance of the Order, the permission terminates and the Zoning Bylaw applies.

CARRIED

10. Application 26-002 (4652 Clovelly Walk)

Staff confirmed the following requested variances regarding a private power pole (accessory structure):

- a) 6.5 m to Front Yard Setback
- b) 0.2 m to Accessory Structure Height.

Staff informed of written submissions received for this application prior to the Board of Variance hearing.

Written submissions received:

SUBMISSION AUTHOR	SUBMISSION DATED	#
Redacted	January 20, 2026	1

Staff provided permit history of the subject property.

J. Harper (4652 Clovelly Walk) described the variance application for a private power pole (accessory structure) and responded to Board members' questions.

Chair Radage queried whether anyone else had signed up to address the Board regarding the subject application. Staff informed that no one else had signed up to address the Board regarding the subject application.

Members of the Board considered:

- All of the submissions;
- Whether the application was for a minor variance that did not
 - result in inappropriate development of the site
 - adversely affect the natural environment
 - substantially affect the use and enjoyment of adjacent land
 - vary permitted uses and densities under the applicable bylaw; or
 - defeat the intent of the bylaw; and
- Whether compliance with the bylaw would cause the applicant undue hardship.

Having read the application dated December 15, 2025, including the applicant's letter, plans and all other related documents, and having read the statutory Notice of Hearing for the subject application, and having inspected and/or viewed images of the subject site, and having heard the submission of J. Harper:

It was Moved and Seconded:

THAT the Board finds that undue hardship would be caused to the applicant by compliance with Zoning Bylaw No. 4662, 2010 (as amended) and orders that Application 26-002 regarding a private power pole (accessory structure) at 4652 Clovelly Walk with variances of:

- 6.5 m to Front Yard Setback
- 0.2 m to Accessory Structure Height

BE ALLOWED pursuant to the plans dated December 9, 2025 submitted with the application; AND THAT if construction is not substantially started within 2 years of the issuance of the Order, the permission terminates and the Zoning Bylaw applies.

CARRIED

J. Harper commented regarding the subject property's history.

11. Application 26-003 (874 8th Street)

Staff confirmed the following requested variances regarding a power pole (accessory structure):

- a) 8.6 m to Front Yard Setback
- b) 1.2 m to Accessory Structure Height.

Staff informed of written submissions received for this application prior to the Board of Variance hearing.

Written submissions received:

SUBMISSION AUTHOR	SUBMISSION DATED	#
T. Cragg	January 19, 2026	1

Staff provided permit history of the subject property.

C. Burr (representing the owner of 874 8th Street) described the variance application for a power pole (accessory structure) and responded to Board members' questions.

Chair Radage queried whether anyone else had signed up to address the Board regarding the subject application. Staff informed that no one else had signed up to address the Board regarding the subject application.

Members of the Board considered:

- All of the submissions;
- Whether the application was for a minor variance that did not
 - result in inappropriate development of the site
 - adversely affect the natural environment

- substantially affect the use and enjoyment of adjacent land
- vary permitted uses and densities under the applicable bylaw; or
- defeat the intent of the bylaw; and
- Whether compliance with the bylaw would cause the applicant undue hardship.

Having read the application dated December 16, 2025, including the applicant's letter, plans and all other related documents, and having read the statutory Notice of Hearing for the subject application, and having inspected and/or viewed images of the subject site, and having heard the submissions of C. Burr:

It was Moved and Seconded:

THAT the Board finds that undue hardship would be caused to the applicant by compliance with Zoning Bylaw No. 4662, 2010 (as amended) and orders that Application 26-003 regarding a power pole (accessory structure) at 874 8th Street with variances of:

- 8.6 m to Front Yard Setback
- 1.2 m to Accessory Structure Height

BE ALLOWED pursuant to the plans dated December 15, 2025 submitted with the application; AND THAT if construction is not substantially started within 2 years of the issuance of the Order, the permission terminates and the Zoning Bylaw applies.

CARRIED

12. Receipt of Written and Oral Submissions

It was Moved and Seconded:

THAT all written and oral submissions regarding the following Board of Variance Applications:

- Application 26-001 (3337 Marine Drive);
- Application 26-002 (4652 Clovelly Walk);
- Application 26-003 (874 8th Street);

up to and including January 21, 2026, be received.

CARRIED

13. Public Question Period

There were no questions.

14. Next Hearing

Staff confirmed that the next hearing of the Board of Variance is scheduled for February 18, 2026 at 5 p.m.

15. Adjournment

It was Moved and Seconded:

THAT the January 21, 2026 Board of Variance hearing be adjourned.

CARRIED

The Board of Variance hearing adjourned at 5:30 p.m.

Certified Correct:

[Original signed by Chair]

CHAIR

[Original signed by Secretary]

SECRETARY