



Pursuant to the *Freedom of Information and Protection of Privacy Act*, names, addresses, contact information and other personal information of individuals who write to the Board are protected from disclosure and must not be disclosed during the hearing.

The Corporation of the District of West Vancouver

Board of Variance Hearing Agenda

June 17, 2026

5 p.m. in the Municipal Hall Council Chamber
and via electronic communication facilities

Members of the public may hear, or watch and hear, the hearing by attending the Municipal Hall Council Chamber, or via electronic communication facilities through the link provided on the District's Board of Variance webpage.

1. Call to Order

The Board of Variance hearing will be called to order.

2. Introduction

The Board of Variance hearing procedure will be described.

3. Confirmation of Agenda

RECOMMENDATION:

THAT the June 17, 2026 Board of Variance hearing agenda be approved as circulated.

4. Adoption of Minutes

RECOMMENDATION:

THAT the May 20, 2026 Board of Variance hearing minutes be adopted as circulated.

5. Time Limit of Board of Variance Orders

The Chair will describe the time limit of orders approving a variance.

6. Application 26-019 (651 Andover Place) regarding a power pole (accessory structure) with the following variances:

- a) 0.22 m to Rear Yard Setback
- b) 1.4 m to Accessory Structure Height.

Written submissions received:

SUBMISSION AUTHOR	SUBMISSION DATED	#
None to date.		

The Chair will request that the applicant or applicant’s representative describe the application.

The Chair will call for public input.

Following conclusion of public input, and the Board’s debate, the Board will consider the following motions.

RECOMMENDATION:

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 26-019 regarding a power pole (accessory structure) at 651 Andover Place with variances of:

- 0.22 m to Rear Yard Setback
- 1.4 m to Accessory Structure Height

BE ALLOWED pursuant to the plans dated May 12, 2026 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.

OR

RECOMMENDATION:

THAT the Board finds that undue hardship would not be caused to the applicant by compliance with Zoning Bylaw No. 4662, 2010 (as amended) and orders that Application 26-019 regarding a power pole (accessory structure) at 651 Andover Place with variances of:

- 0.22 m to Rear Yard Setback
- 1.4 m to Accessory Structure Height

BE NOT ALLOWED pursuant to the plans dated May 12, 2026 submitted with the application.

OR

RECOMMENDATION:

THAT the Board defers further consideration of Application 26-019 (651 Andover Place) to the next Board of Variance hearing.

7. Receipt of Oral and Written Submissions

RECOMMENDATION:

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

- Application 26-019 (651 Andover Place) up to and including June 17, 2026 be received.

**8. Public Question Period
(Regarding process and/or disposition only)**

9. Next Hearing

The next Board of Variance hearing is scheduled for July 15, 2026.

10. Adjournment

RECOMMENDATION:

THAT the June 17, 2026 Board of Variance hearing be adjourned.

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**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
BOARD OF VARIANCE HEARING MINUTES
MUNICIPAL HALL COUNCIL CHAMBER
AND VIA ELECTRONIC COMMUNICATION FACILITIES
WEDNESDAY, MAY 20, 2026**

BOARD MEMBERS: Chair L. Radage and Members H. Naderi, T. Webb, and R. Yaworsky. Absent: Member D. Simmons.

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

1. Call to Order

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

2. Introduction

Staff introduced the Board Members and described the hearing procedure.

3. Confirmation of the Agenda

It was Moved and Seconded:

THAT the May 20, 2026 Board of Variance hearing agenda be approved as circulated.

CARRIED

4. Adoption of the April 15, 2026 Minutes

Chair Radage referred to the minutes of the Board of Variance hearing held on April 15, 2026.

It was Moved and Seconded:

THAT the April 15, 2026 Board of Variance hearing minutes be adopted as circulated.

CARRIED

5. 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.

6. Application 26-014 (1271 Fulton Avenue)

Staff confirmed the following requested variance regarding a detached garage (accessory building):

- a) 0.23 m to Accessory Building Height.

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.		

Staff provided permit history of the subject property.

K. Goldan (Goldcon Construction Ltd., representing the owner of 1271 Fulton Avenue) described the variance application for a detached garage (accessory building) 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 April 17, 2026, 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 K. Goldan:

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 26-014 regarding a detached garage (accessory building) at 1271 Fulton Avenue with a variance of:

- 0.23 m to Accessory Building Height

BE ALLOWED pursuant to the plans dated April 7 and 14, 2026 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

7. Application 26-015 (1340 23rd Street)

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

- a) 6.08 m to Front Yard Setback
- b) 1.44 m to Minimum Side Yard Setback
- c) 2.55 m to Accessory Structure Height.

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.		

Staff provided permit history of the subject property.

M. Douglas and J. Douglas (1340 23rd Street) described the variance application for a private power pole (accessory structure). M. Douglas and D. Pecchia (Divano Homes, representing the owner of 1340 23rd Street) 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 April 20, 2026, 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 J. Douglas, M. Douglas, and D. Pecchia:

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 26-015 regarding a private power pole (accessory structure) at 1340 23rd Street with variances of:

- 6.08 m to Front Yard Setback
- 1.44 m to Minimum Side Yard Setback
- 2.55 m to Accessory Structure Height

BE ALLOWED pursuant to the plans dated April 8, 2026 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

8. Application 26-016 (3357 Marine Drive)

Staff confirmed the following requested variances regarding an electrical meter (accessory structure):

- a) 5.69 m to Front Yard Setback
- b) 1.24 m to Minimum Side Yard Setback.

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.		

Staff provided permit history of the subject property.

A. Soodbakhsh (Arsa Design Inc., representing the owner of 3357 Marine Drive) described the variance application for an electrical meter (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 April 20, 2026, 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 A. Soodbakhsh:

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 26-016 regarding an electrical meter (accessory structure) at 3357 Marine Drive with variances of:

- 5.69 m to Front Yard Setback
- 1.24 m to Minimum Side Yard Setback

BE ALLOWED pursuant to the plans dated April 16, 2026 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

Board members commented and staff responded to a Board member's question.

9. Application 26-017 (3540 Creery Avenue)

Staff confirmed the following requested variance regarding repairs (building height):

- a) 0.27 m to Building Height.

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.		

Staff provided permit history of the subject property.

M. Westerink (RDH Building Science Inc., representing the owner of 3540 Creery Avenue) described the variance application for repairs (building height). Staff and M. Westerink 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.

M. Westerink responded to a Board member's question.

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 April 21, 2026, 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 M. Westerink:

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 26-017 regarding repairs (building height) at 3540 Creery Avenue with a variance of:

- 0.27 m to Building Height
- BE ALLOWED pursuant to the plans dated April 1, 2026 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 26-018 (465 Hillcrest Street)

Staff confirmed the following requested variances regarding a Hydro meter base mounted on concrete pillar (accessory structure)

- a) 8.90 m to Front Yard Setback (Concrete Pillar)
- b) 9.04 m to Front Yard Setback for (Hydro Meter Base).

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.		

Staff provided permit history of the subject property.

C. Burr (electrician representing the owner of 465 Hillcrest Street) described the variance application for a Hydro meter base mounted on concrete pillar (accessory structure).

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 April 22, 2026, 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 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 26-018 regarding a Hydro meter base mounted on concrete pillar (accessory structure) at 465 Hillcrest Street with variances of:

- 8.90 m to Front Yard Setback (Concrete Pillar)
- 9.04 m to Front Yard Setback for (Hydro Meter Base)

BE ALLOWED pursuant to the plans dated April 9 and 22, 2026 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

11. 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 26-014 (1271 Fulton Avenue);
- Application 26-015 (1340 23rd Street);
- Application 26-016 (3357 Marine Drive);
- Application 26-017 (3540 Creery Avenue);
- Application 26-018 (465 Hillcrest Street);

up to and including May 20, 2026, be received.

CARRIED

12. Public Question Period

There were no questions.

13. Next Hearing

Staff confirmed that the next hearing of the Board of Variance is scheduled for June 17, 2026 at 5 p.m.

14. Adjournment

It was Moved and Seconded:

THAT the May 20, 2026 Board of Variance hearing be adjourned.

CARRIED

The Board of Variance hearing adjourned at 5:43 p.m.

Certified Correct:

L. Radage, Chair

P. Cuk, Secretary

District of West Vancouver
 750 17th Street, West Vancouver, BC V7V 3T3
 t: 604-925-7004 f: 604-925-7006

6.
 26-019



NOTICE OF BOARD OF VARIANCE HEARING

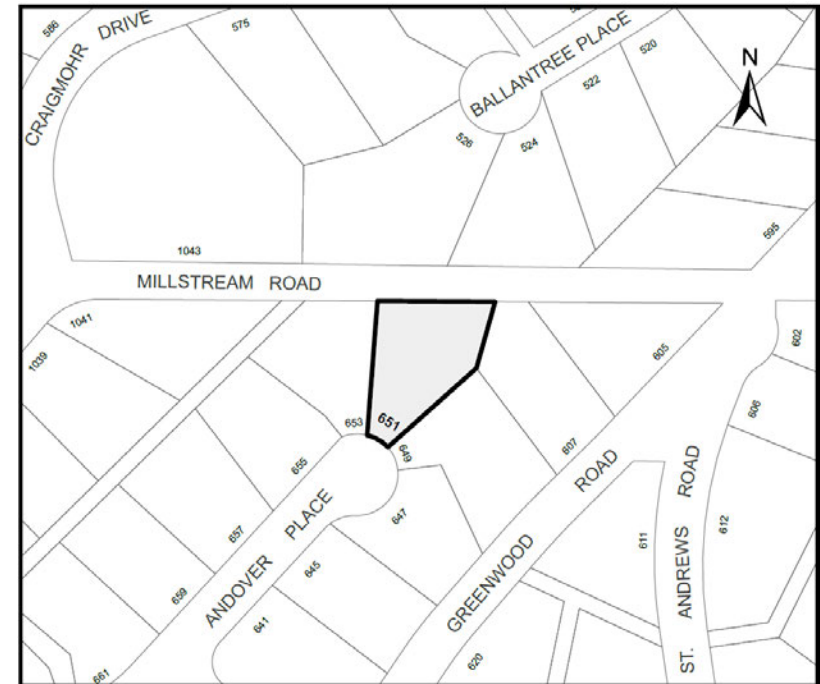
Subject property: **651 Andover Place**

A Board of Variance hearing will be held on:

Wednesday, June 17, 2026 at 5 p.m. in the Municipal Hall Council Chamber and via electronic communication facilities

The following variances for a power pole (accessory structure) at 651 Andover Place will be considered:

Rear Yard Setback	Bylaw Requirement	Proposed	Variance
	1.20 m	0.98 m	0.22 m
Accessory Structure Height	Bylaw Requirement	Proposed	Variance
	3.7 m	5.1 m	1.4 m



To view plans, permit and variance information contact Permits & Inspections at 604-925-7040.

To view documents and written submissions, or to enquire about hearing procedures or results contact Legislative Services at 604-925-7004.

Representations regarding the requested variances may be made, and written submissions read, to the Board of Variance during the hearing on the date, time, and place shown above. Members of the public may hear, or watch and hear, the hearing by attending the Municipal Hall Council Chamber or via electronic communication facilities through the link provided on the District's Board of Variance web page. To register to make representations to the Board of Variance via electronic communication facilities please phone 604-925-7004 between 8 a.m. and 4 p.m. on the scheduled hearing date.

Prior to the hearing, written submissions may be:

- mailed to the Board of Variance, District of West Vancouver, 750 17th Street, West Vancouver, BC V7V 3T3;
- emailed to the Board of Variance at boardofvariance@westvancouver.ca; or
- addressed to the Board of Variance and placed in the drop box located at the entrance of Municipal Hall.

Please provide written submissions no later than noon on June 17, 2026 to ensure their availability to the Board for the hearing.

Technical issues may affect receipt of electronic submissions; persons relying on this means of transmittal do so at their own risk.

Written submissions received for the hearing will be included in the public information package for the Board's consideration and for the public record.

To view the agenda package for the hearing please visit <https://westvancouver.ca/government-administration/committees-groups/board-variance>

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Board of Variance Application Form

Subject Property (please print clearly)

Address: 651 Andover Placr West Vancouver

Applicant (please print clearly)

Name(s): Ya-Ting Joanna Chang

Phone #: _____

Mailing Address: _____

s. 22(1)

Cell #: _____

s. 22(1)

Email Address: _____

Fax #: _____

Interest of Applicant: _____

s. 22(1)

(Note: If the registered property owner is not the applicant then the authorization form must be completed by the registered property owner)

Registered Owner (please print clearly)

Name(s): _____

s. 22(1)

Phone #: _____

Mailing Address: _____

s. 22(1)

Cell #: _____

s. 22(1)

Email Address: _____

Fax #: _____

Completed Application Must Include

- A letter (signed original) describing:**
 - a) The proposed construction;
 - b) The requested variance(s); and
 - c) Hardship (pursuant to s.540 of the *Local Government Act* the applicant must demonstrate that hardship would be caused by compliance with the Zoning Bylaw)

Authorization of Registered Owners Form (if this application is made by some but not all of the registered owners, or persons other than the registered owner(s), written authority for the applicant to apply to the Board of Variance on behalf of all registered owner(s) is required. Complete the attached form. For corporate ownership, a Corporate Search must be submitted showing proof of signing authority).

\$880 fee

Note: a copy of this application (redacted as necessary) and supporting documents will be available to the public and will be placed in the public agenda binder for the Board of Variance Hearing.

Applicant Signature: _____
s. 22(1)

Date: May 19 2016

Completed (signed original) applications must be received no later than the deadline date listed on the Board of Variance Deadline and Hearing Schedule (included in this application package). Incomplete applications will not be accepted.

Freedom of Information and Protection of Privacy Act Notification: The information on this form is collected under the general authority of the *Local Government Act* and Board of Variance Bylaw No. 4487, 2007. It is related directly to, required for and used by the District of West Vancouver to administer the Board of Variance application process. The access and privacy provisions of the *Freedom of Information and Protection of Privacy Act* apply to the information collected on this form. Please contact the Manager, Records and Privacy, at 604-925-3497 if you have any questions.

Application forwarded to Legislative Services by: _____ Date: _____

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May 19, 2026

Board of Variance
 District of West Vancouver
 750 17th Street
 West Vancouver, BC V7V 3T3

Re: Board of Variance Application

Property Address: 651 Andover Place, West Vancouver, BC

Dear Members of the Board,

a) Proposed Construction

The proposed construction relates to the installation and continued use of a power pole providing electrical servicing for the residential property currently under construction at 651 Andover Place, West Vancouver. The power pole was initially required to support construction servicing and is intended to remain as part of the property's ongoing electrical infrastructure.

b) Requested Variances

This application requests minor variances related to the location and height of the power pole as follows:

Variance Type	Bylaw	Proposed	Variance Requested
Rear Yard Setback	1.2 m	0.98 m	0.22 m
Accessory Structure Height	3.7 m	5.1 m	1.4 m

c) Hardship

Strict compliance with the Zoning Bylaw requirements would create undue hardship by requiring substantial relocation and reconstruction of the power servicing infrastructure, resulting in significant additional costs, construction disruption, and project delays.

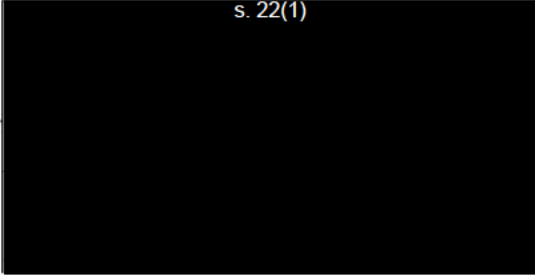
The requested variances are minor in nature and do not negatively impact neighboring properties, environmental conditions, or the overall character of the neighborhood. The power pole location and height are necessary for safe and functional electrical servicing of the property and do not interfere with adjacent land use or enjoyment.

The requested variances remain consistent with the general intent of the Zoning Bylaw while accommodating practical servicing requirements for the property.

I respectfully request that the Board approve this minor variance application.

Thank you for your time and consideration.

s. 22(1)



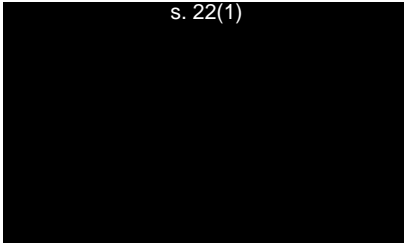
May 19, 2026

West Vancouver, BC

PERMITS & INSPECTIONS DEPARTMENT
 750 17th Street West Vancouver BC V7V 3T3 westvancouver.ca/permits
 t: 604-925-7040 f: 604-925-7234 e: permits@westvancouver.ca

May 7, 2026

File: **BP119969**



Dear Sir/Madam

**RE: 651 ANDOVER PLACE - WEST VANCOUVER
 BUILDING PERMIT APPLICATION – RS3 ZONE**

The plans submitted with your application for a building permit at the above referenced address show that the proposed Power Pole will not comply with the Zoning Bylaw because it does not maintain the required 1.2m rear yard setback and Accessory Structure Height.

- The Zoning Bylaw, Section 130.01(3)(a) requires a rear yard setback as indicated in the table below:

	Bylaw	Proposed	Variance
Rear Yard Setback for Power Pole	1.2 m	0.98 m	0.22 m

- The Zoning Bylaw, Section 130.01(7)(b)(i) requires that accessory structures not exceed a height of 3.7 metres measured from the average grade as indicated in the table below:

	Bylaw	Proposed	Variance
Accessory Building Height for Power Pole	3.7 m	5.1 m	1.4 m

The Permits and Inspections Department is unable to issue a Building Permit unless you:

- revise your plans to conform to the Zoning Bylaw; **or**
- make application to the Planning Department for a Development Variance Permit (DVP) to be considered by Municipal Council, for a relaxation of the Zoning Bylaw requirements. Information regarding the Development Variance Permit Application process may be obtained from the Planning Department at Municipal Hall (604-925-7055); **or**

-
- c) make application to the Board of Variance for relaxation of the Zoning Bylaw requirements by submitting a Board of Variance Application (application form enclosed) to the Permits & Inspections secretary. Your application, together with the \$880 fee and required attachments, must be received by the Permits & Inspections secretary by 1:00 p.m. on **Wednesday May 20th**. The next Board of Variance Hearing is scheduled for **Wednesday June 17th**. Confirmation of the date and time of the Board of Variance Hearing at which your application will be considered will be forwarded by mail; or

If you choose to make application to the Board of Variance, the Board at its Hearing, may order that a minor variance be permitted if it finds that undue hardship would be caused to the applicant if the Zoning Bylaw is complied with, and that the Board is of the opinion that the variance does not:

- a) result in inappropriate development of the site
- b) adversely affect the natural environment
- c) substantially affect the use and enjoyment of adjacent land
- d) vary permitted uses and densities under the applicable bylaw, or
- e) defeat the intent of the bylaw.

The Board of Variance members may visit the site as part of the variance consideration.

You and/or a representative should attend the Hearing to speak to your application and respond to any questions the Board may have.

Please do not hesitate to contact me at 604-925-7053 should you require any further information regarding this matter.

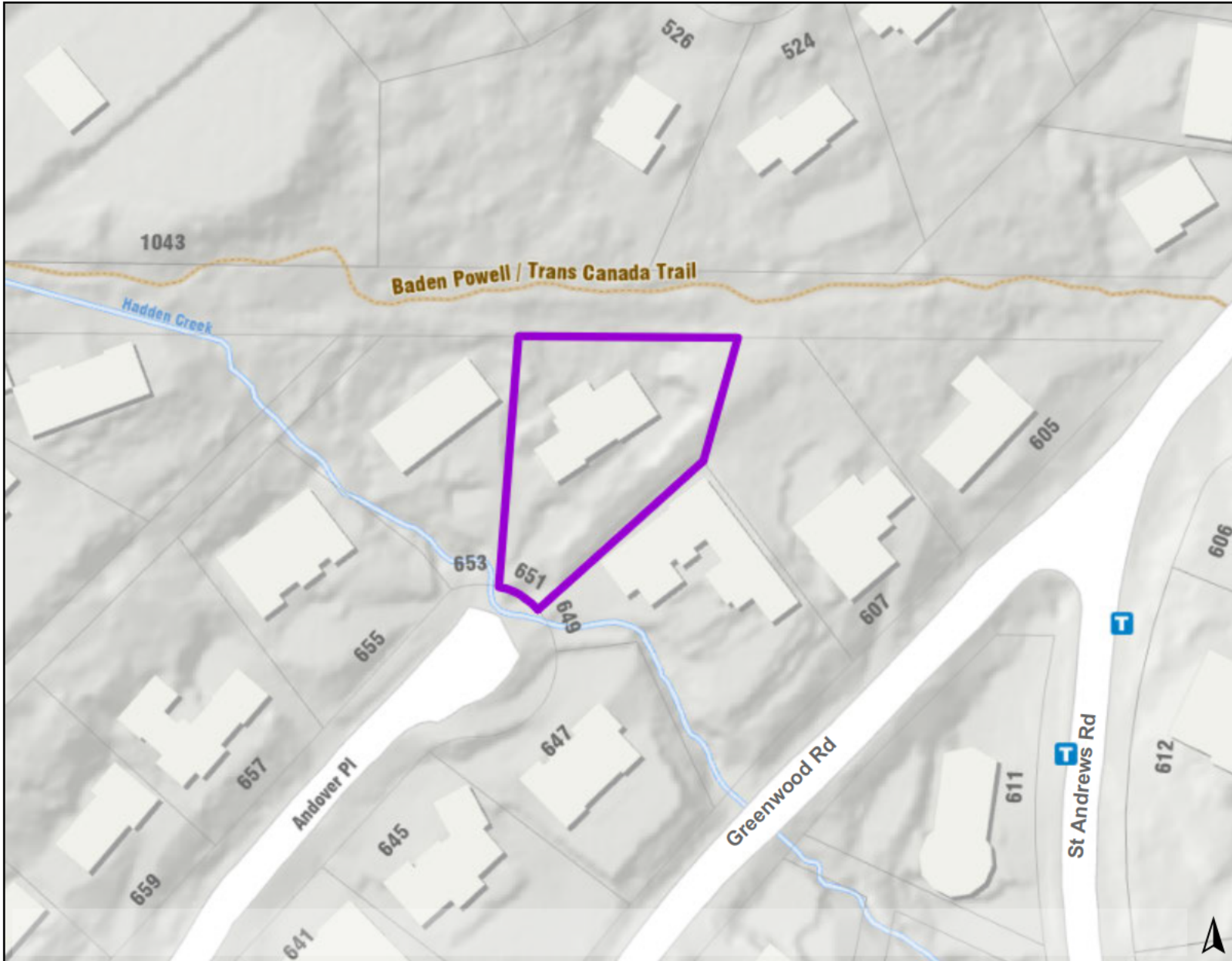
Thank you.

s. 22(1)

Joe Woodruff
Assistant plans examiner
jwoodruff@westvancouver.ca

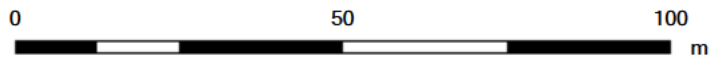
Enclosure

cc: Secretary, Board of Variance



Legend

Notes

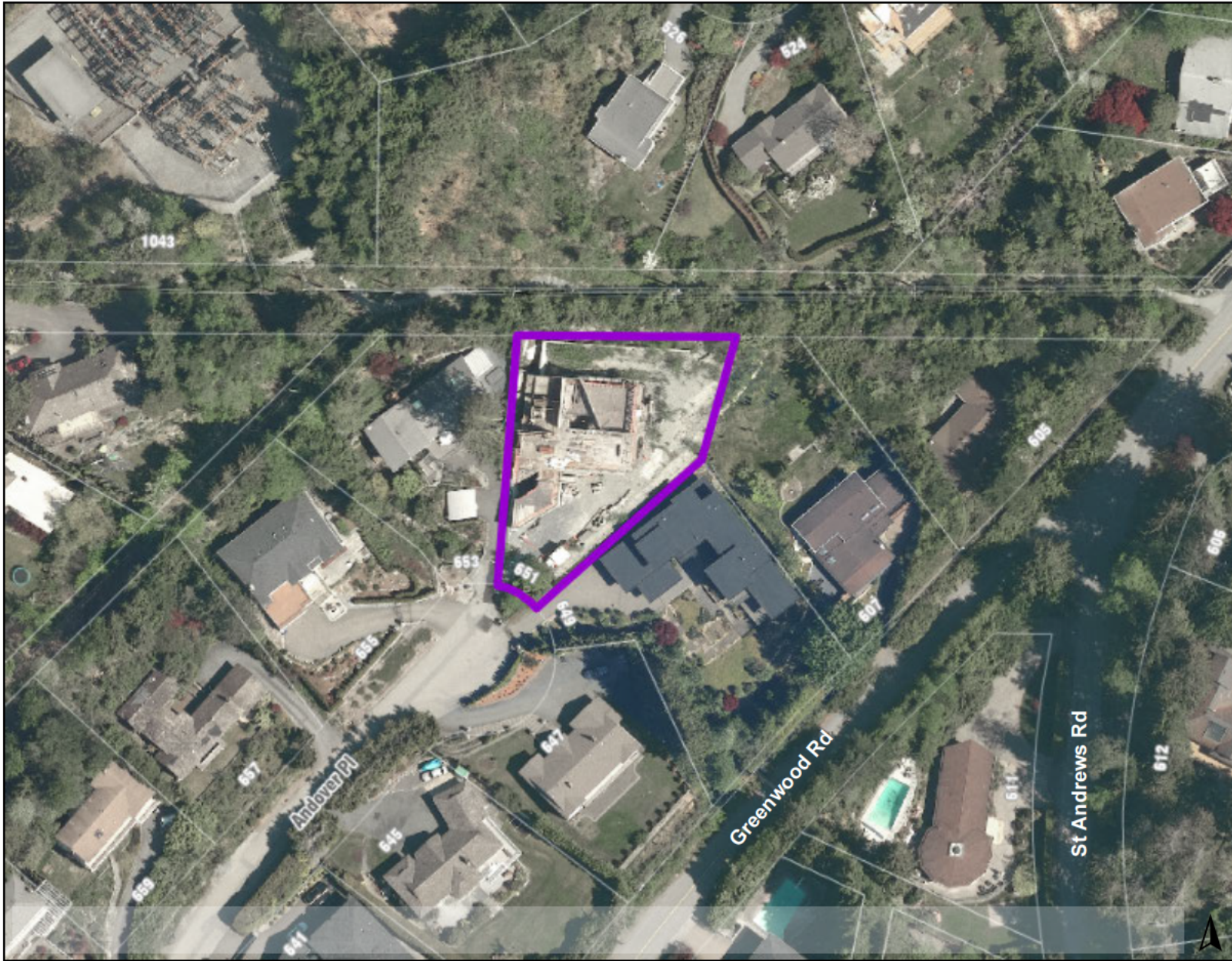


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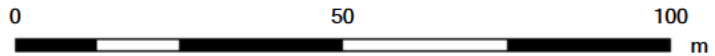
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Legend

Notes



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