

MINUTES
BOARD OF VARIANCE
Held electronically via MS Teams
July 9, 2025 at 6:00 p.m.

Members: J. Uliana (Chair), A. Gill, C. Schlenker, S. Wang and K. Zirul

Staff: Peter Eckard, Planning Technician; Andrew Sykes, Planning Technician and Colton Whittaker, Committee Clerk

Minutes: **MOVED by A. Gill and Seconded by K. Zirul: "That the Minutes of the Board of Variance meeting held June 11, 2025 be adopted as circulated."**
CARRIED

BOV #01138 **Applicant:** **Jane and Bryan Bull**
Wallace Drive **Property:** **5919 Wallace Drive**
Addition **Variance:** **Relaxation of the maximum height from 7.5 m (24.6 ft) to 8.53 m (27.99 ft).**

The Notice of Meeting was read, and the applicant's letter was received.

Applicants: J. Bull and B. Bull, applicants were present in support of the application, the following was noted:

- Property is located on a long and narrow 5-acre parcel on a sloping hill.
- Existing house is centrally located; expansion is limited by steep terrain.
- Height variance requested due to topographical constraints.
- Slope restricts expansion in all directions (septic to the south, driveway and neighbor to the north, hill to the west, parking to the east).
- Proposal preserves some existing trees and minimizes environmental disruption.
- Building upward avoids greater impact from excavation or tree removal.

Public input: Nil.

Discussions: The following was noted during Board discussion:

- The house is located mid-lot on a long, narrow, sloped parcel, limiting expansion options.
- Significant front-to-back grade difference creates a topographical hardship.
- Average grade is distorted due to steep terrain.
- Proposal preserves some existing trees and minimizes environmental disruption.
- Application is considered supportable; the hardship is due to slope and grade.

MOTION: **MOVED by C. Schlenker and Seconded by A. Gill: "That the following request to vary from the requirements of Zoning Bylaw 2003, Section 101.5 (b)(i) further to the construction of an addition on LOT 2, SECTION 124, LAKE DISTRICT, PLAN 19868 (5919 Wallace Drive) be APPROVED:**

- **Relaxation of the maximum height from 7.5 m (24.6 ft) to 8.53 m (27.99 ft).**

And further that if construction in accordance with the plans submitted to the Board in the application is not substantially started within two years from the date of this Order, the variances so permitted by this Order will expire.”

CARRIED

BOV #01139 Burnside Road West Houseplexes	Applicant: Jan Ostrowski Property: 1011 Burnside Road West Relaxation of the minimum front yard open site space Small-Scale Multi-Unit Housing (SSMUH) from 35% to 28%.
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The Notice of Meeting was read, and the applicant's letter was received.

Applicants: T. Rodier, Outline Home Design, applicant and J. Ostrowski, owner were present in support of the application, the following was noted:

- Lot has a unique shape requiring two driveways, splitting the front yard.
- Continuous front yard open space of 35% not achievable due to dual driveways.
- Engineering staff supported the two-driveway design solution.

Public input: Nil.

Discussions: The following was noted during Board discussion:

- Request is reasonable given the lot's configuration.
- Trapezoid-shaped lot creates design limitations.
- Few options are available to adjust layout for additional space.
- Hardship is due to the lot's irregular shape and constraints.

MOTION: **MOVED by A. Gill and Seconded K. Zirul by: “That the following request to vary from the requirements of Zoning Bylaw 2003, Schedule G, 7(b) further to the construction of two houseplexes at Lot A, Section 79, Victoria District, Plan 18842 (1011 Burnside Road West), be APPROVED:**

- **Relaxation of the minimum front yard open site space (SSMUH) from 35% to 28%.**

And further that if construction in accordance with the plans submitted to the Board in the application is not substantially started within two years from the date of this Order, the variances so permitted by this Order will expire.”

CARRIED

The Notice of Meeting was read, and the applicant's letter was received.

Public input: Nil.

MOTION: **MOVED** by S. Wang and Seconded C. Schlenker by: “That the following request to vary from the requirements of Zoning Bylaw 2003, Schedule 290.3, (a)(i), (ii) and (b)(i) further to the construction of an addition at Lot 2, Section 44, Victoria District, Plan 27941 (3985 Tudor Avenue), be **APPROVED**:

- Relaxation of the minimum front lot line setback from 15.0 m (49.2 ft) to 2.89 m (9.5 ft).
- Relaxation of the minimum open site space requirement from 45% to 41.8%.
- Relaxation of the minimum rear lot line setback from 11.0 m (36.1 ft) to 3.26 m (10.7 ft).
- Relaxation of the maximum height for a sloped roof from 7.5 (24.6 ft) to 7.88 m (25.8 ft).

- **Relaxation of the maximum height for a flat roof from 6.5 m (21.3 ft) to 8.17 m (26.8 ft).**

And further that if construction in accordance with the plans submitted to the Board in the application is not substantially started within two years from the date of this Order, the variances so permitted by this Order will expire.”

CARRIED

Adjournment: On a motion from S. Wang, the meeting was adjourned at 7:06 p.m.

J. Uliana, Chair

I hereby certify that these Minutes are a true
and accurate recording of the proceedings.

Recording Secretary