

**DISTRICT OF NORTH VANCOUVER  
BOARD OF VARIANCE**

Minutes of the Board of Variance of the District of North Vancouver held at 5:00 p.m. on Thursday, January 15, 2026 in the Committee Room of the District Hall, 355 West Queens Road, North Vancouver, British Columbia.

**Present:** James Paul, Chair  
Guy Akester, Vice-Chair (via Zoom)  
Robert Griesdale  
Laura Lee Richard  
Neville York

**Staff:** Rhonda Schell, Deputy Corporate Officer  
Sergey Kovynev, Records Management and Privacy Advisor  
Lisa Koncsik, Acting Supervisor – Residential Plans Review  
Veronica Milburn-Brown, Acting Supervisor – Residential Plans Review  
Kaitlin Hebron, Confidential Council Clerk  
Amanda Day, Administration Clerk

**Also in**

**Attendance:** Rosaria Savarese, Applicant  
Francisco Xavier Cabanas, Owner

**1. Adoption of Minutes**

**1.1 November 20, 2025, Board of Variance Meeting**

**MOVED by James Paul**

**SECONDED by Laura Lee Richard**

THAT the minutes of the November 20, 2025, Board of Variance meeting are adopted.

**CARRIED**

## **2. Hearing of Applications**

James Paul, Chair, welcomed members of the public to the meeting and provided an overview of the procedures for the meeting.

### **2.1 4980 Chalet Place**

#### **Staff Presentation**

Staff reported that the property is located in the RS2 Zone, the house was built in 1997, is not on the Heritage Registry, and is located in a Development Permit Area for Wildfire Hazard and Slope Hazard. The proposal is for an upper storey addition.

The variance requested on the property is as follows:

1. Maximum Building Height variance of 3.53 ft (1.07 m)

In response to a question from the Board, staff advised that Development Determination Points (DDPs) are used to establish grade and height baselines. The DDPs are applied at the front of the lot to determine the height baseline.

In response to a question from the Board, staff advised that due to the slope of the front lot from the curb line down to the front of the dwelling, a slope of over 30% qualifies the property for a four-foot height bonus.

In response to a question from the Board, staff advised that the proposed building height is the same as the existing house, which complied with the height regulations at the time it was built in 1997.

#### **Applicant Presentation of Hardship**

The applicant drew attention to the following points and hardships:

- Noted the property was compliant with the bylaw at the time it was built;
- Noted subsequent regulation changes have created non-compliance;
- Noted the lot has a slope of approximately 48% which is significantly steeper than the 30% slope contemplated in the bylaw;
- Noted the house is located well below street level with second-storey windows and portions of the third storey below street elevation;
- Stated the dwelling is approximately 35 feet from the property line due to the steep topography;
- Noted the hardship of now having windows above street elevation;
- Noted the area of non-compliance is located on the portion of the lot furthest from the street;
- Stated living below street level presents safety concerns, particularly for first responders;

- Opined the original bylaw did not anticipate such steep site conditions; and,
- Stated the requested changes would improve safety and provide better access for emergency responders.

In response to a question from the Board, the applicant advised the only windows that would be visible are proposed as part of the application.

### **Representations from Notified Persons**

Nil

### **Representations from the Public**

Nil

### **Discussion**

Guy Akester spoke in support of the application, noting that the hardship relates to the placement of the existing structure and the considerable slope of the site. Mr. Akester noted that the variance at the rear of the property does not materially vary from the intent of the bylaw. Mr. Akester emphasized the importance of considering the context of the existing structure.

Robert Griesdale spoke in support of the application, noting that the variance is minimal, and stated that the roof is already at the proposed height. Mr. Griesdale emphasized that the house is situated well below road level.

Neville York spoke in support of the application, emphasizing the steepness of the lot, and highlighted that the home was built in 1997.

Laura Lee Richard spoke in support of the application, concurring with the comments made by other board members.

The Chair spoke in support of the application, noting that it will not impact adjacent properties. The Chair noted the house is situated below street level and stated that the application aligns with the intent of the bylaw as it related to neighbourhood character.

**MOVED by Guy Akester**

**SECONDED by Robert Griesdale**

THAT Board of Variance Application BOV2025-00018 4980 Chalet Place presented at the January 15, 2026 Board of Variance meeting is APPROVED as follows:

Zone	Regulation	Required/ Allowed	Existing	Proposed	Variance
RS2	Maximum Building Height	32 ft (9.75 m)	35.53 ft (10.82 m)	35.53 ft (10.82 m)	3.53 ft (1.07 m)

**CARRIED**

**3. Freedom of Information and Protection of Privacy Act Review**

Sergey Kovynev, Records Management and Privacy Advisor, provided an overview of the *Freedom of Information and Protection of Privacy Act (FOIPPA)* as it applies to the Board of Variance and answered questions from the Board.

**4. NEXT MEETING**

The next regular meeting of the Board of Variance is scheduled for Thursday, February 19, 2026.

Neville York noted he will not be attendance at the Thursday, February 19, 2026 meeting.

**5. ANY OTHER BUSINESS**

Nil

**6. ADJOURNMENT**

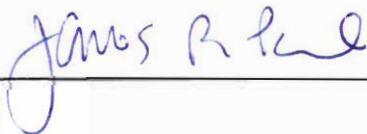
**MOVED** by James Paul

**SECONDED** by Robert Griesdale

THAT the January 15, 2026 Board of Variance Meeting is adjourned at 6:06 p.m.

**CARRIED**

Chair



Committee Clerk

