

**DISTRICT OF NORTH VANCOUVER  
BOARD OF VARIANCE**

Minutes of the Board of Variance of the District of North Vancouver held at 5:02 p.m. on Thursday, February 19, 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  
Robert Griesdale  
Laura Lee Richard

**Absent:** Neville York

**Staff:** Rhonda Schell, Deputy Corporate Officer  
Nima Karimabadi, Manager – Building and Inspections  
Ashley Galloway, Supervisor – Residential Plans Review  
Veronica Milburn-Brown, Residential Plans Reviewer  
Cheryl Archer, Confidential Council Clerk  
Jillian Holden, Administration Clerk

**Also in**

**Attendance:** Jessica Hanley, Applicant  
Stephanie Holroyd, Jessica Bremner Design, Applicant  
Kevin Li, Synthesis Design, Applicant  
Carmen Mowat, Owner  
Christopher Mowat, Owner  
Rob Newell, Owner  
Matej Stepankevic, Upward Construction & Renovation, Applicant  
Shahrokh Zomoroddian, Owner/Applicant  
Celeen Alawad, Notified Person

**1. Adoption of Minutes**

**1.1 November 20, 2026, Board of Variance Meeting**

**MOVED by James Paul**

**SECONDED by Guy Akester**

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.

## **2.1 809 East Kings Road**

### **Staff Presentation**

Staff reported that the property is located in the RS3 Zone, the house was built in 1970, is not on the Heritage Registry, and is not located in a Development Permit Area. The proposal is to convert carport to living space and construct a new carport. Staff noted that proposed work had already been substantially completed and a Stop Work Order was issued to the property owner in October 2025. Staff noted that the living space conforms to the Zoning Bylaw and the proposed new carport does not.

The variances requested on the property are as follows:

1. Parking structure front setback variance of 6.54 ft (1.99 m).
2. Roof projection variance of 3.04 ft (0.93 m).

In response to a question from the Board, staff advised that the setback is measured from the lot boundary and not from the curb.

### **Applicant Presentation of Hardship**

The applicant drew attention to the following points and hardships:

- Apologized for building without permits;
- They enclosed the carport to create a suite for their daughter as the upper floor is too small to accommodate her living and study needs;
- They had tried to use the garage for study space and found it was unsuitable;
- There are existing water and electricity services in the carport;
- A new carport is necessary to protect from rain; and,
- The length of the new carport is only to the end of their car and has not been extended beyond the minimum necessary.

There were no questions from the Board for the applicant.

### **Representations from Notified Persons**

Nil

### **Representations from the Public**

Nil

## Discussion

The Chair spoke in support of the application, noting that while the variance to the front yard setback is fairly large, it is consistent with other variances approved for carports in similar circumstances, and that the siting of the house on the lot is a hardship as it makes adding a carport difficult.

Laura Lee Richard spoke in support of the application, noting that the carport fits with the neighbouring property, does not negatively impact the character of the neighbourhood, the variances requested are minor, and the shape and size of the existing dwelling create a hardship.

Guy Akester spoke in opposition to the application, noting that the requested variances are not minor, hardship had not been demonstrated, and that the owner made a trade-off by eliminating parking to gain additional living space.

Robert Griesdale stated he was unsure whether to support or oppose the application, noting that a similar application considered recently was not approved and that there are similar structures in the neighbourhood, including on the neighbouring property.

**MOVED by James Paul**

**SECONDED by Laura Lee Richard**

THAT Board of Variance Application BOV2026-00001 809 East Kings Road presented at the February 19, 2026 Board of Variance meeting is APPROVED as follows:

Zone	Regulation	Required/ Allowed	Existing	Proposed	Variance
RS3	Parking structure front setback	20 ft (6.1 m)	34.26 ft (10.44 m)	13.46 ft (4.1 m)	6.54 ft (1.99 m)
	Roof Projection	16 ft (4.88 m)	n/a	12.96 ft (3.95 m)	3.04 ft (0.93 m)

**CARRIED**

Opposed: Guy Akester

## 2.2 1506 Roxbury Road

### Staff Presentation

Staff reported that the property is located in the RS4 Zone, the house was built in 1951, is not on the Heritage Registry, and is not located in a Development Permit Area. The proposal is for retaining walls. A building permit was issued and followed by a revision with retaining walls that did not comply with the Zoning Bylaw, requiring variances.

The variances requested on the property are as follows:

1. Maximum Retaining Wall Height variance of 1 ft (0.3 m).
2. Maximum 35 Degrees Between Walls variance of 10 degrees.

In response to a question from the Board, staff advised that the angle between each retaining wall must be no more than 35%.

In response to a question from the Board, staff advised that the four-foot wall proposed at the property line is over height and that the highest part of the wall is where the grade drops on the flanking side of the property.

### **Applicant Presentation of Hardship**

The applicant drew attention to the following points and hardships:

- The requested variances would allow for a parking pad on the property to fulfill parking requirements for a secondary suite;
- Parking in Deep Cove is challenging;
- Two tier retaining walls are proposed;
- There is a more than 16 foot slope from the lane to the corner of the property;
- The current Zoning bylaw allows a maximum retaining wall height at the property line and additional retaining walls have a maximum angle of 35 degrees between them;
- The proposal would comply with the requirements of four feet and 45 degrees in the Zoning Bylaw prior to the amendments regarding retaining walls;
- Without the requested variances, the slope of the driveway would be 15 percent;
- The proposal would reduce the slope of the parking pad to a reasonable amount;
- The cross-slope of the property creates a hardship;
- The existing retaining wall was four feet high at the corner;
- The same height is proposed with massing only where the parking pad is proposed to be located;
- The design reduces the height to three feet at the corner, which complies with the Zoning Bylaw to allow better visibility for traffic; and,
- Neighbours have provided letters of support.

In response to a question from the Board, the applicant advised that other solutions were considered. The applicant noted that the Engineering Department requires that the driveway is located at the corner. The driveway is fairly steep to avoid more retaining walls by matching with the neighbouring property. The garage is at grade and the proposed parking pad is 18 inches lower. They had intended to keep the existing retaining wall, but it required replacement. The applicant noted that the proposal does not increase the impact of the existing retaining wall and that they proposed two tiers to reduce the impact.

In response to a question from the Board, the applicant advised that the driveway is ten feet wide and cannot accommodate two vehicles side-by-side. Parking for the secondary suite is required and would be accommodated by the parking pad.

In response to a question from the Board, the applicant advised that only the retaining wall next to the parking pad is four feet in height. Their concern is if the slope of the parking pad is increased, it would create a hazard.

In response to a question from the Board, the applicant advised that a minimum of five feet separation is required between garage and house or the building would be over depth, so they could not attach it to the house or move it closer.

### **Representations from Notified Persons**

Nil

### **Representations from the Public**

Nil

### **Discussion**

Robert Griesdale spoke in support of the application, noting that having parking located on the property is a benefit to the neighbourhood due to parking issues, the applicant explored other options, and the proposal does not create any issues.

Laura Lee Richard spoke in support of the application, noting a hardship exists in the requirement to access the property via the lane and that the existing retaining wall must be replaced.

Guy Akester spoke in support of the application, noting that while the proposal defeats the intent to prevent large concrete walls on streets, the slope of the property and bylaw requirements are hardships, the secondary suite has been approved by Development Services, and the design team has minimized the requested variances.

The Chair spoke support of the application, noting the existing conditions of the driveway and the slope of the property are hardships, additional parking on-site is required for the secondary suite, and parking is challenging in Deep Cove. The solution minimized the impact on the neighbourhood, the variances requested are minor, and neighbours have provided letters of support.

**MOVED by Robert Griesdale**

**SECONDED by Laura Lee Richard**

THAT Board of Variance Application BOV2026-00003 1506 Roxbury Avenue presented at the February 19, 2026 Board of Variance meeting is APPROVED as follows:

Zone	Regulation	Required/ Allowed	Existing	Proposed	Variance
RS4	Maximum Retaining Wall Height	3 ft (0.91 m)	2.4 ft (0.73 m)	4 ft (1.22 m)	1 ft (0.3 m)
	Maximum 35 Degrees Between Walls	35 degrees		45 degrees	10 degrees

**CARRIED**

### 2.3 4569 Prime Street

#### Staff Presentation

Staff reported that the property is located in the RS3 Zone, the house was built in 1974, is not on the Heritage Registry, and is located in a Development Permit Area for Wildfire Hazard, which is not applicable as new construction is not proposed. The proposal is for a carport. A building permit has been issued for a renovation to the principal dwelling and to add a carport. The applicant submitted a revision to move the carport closer to the property line. The property lines on two sides of the property are not straight lines and there is an angled cut at the corner of the property.

The variances requested on the property are as follows:

1. Parking Structure Street Setback variance of 12.25 ft (3.73 m).
2. Roof Projection variance of 9.75 ft (2.97 m).
3. Parking Structure Roof Height variance of 1 ft (0.3 m).

In response to a question from the Board, staff confirmed the proposed carport accommodates two vehicles side by side.

In response to a question from the Board, staff advised that the proposal would comply if the property lines were straight and if the setback was to a flanking side rather than the street side.

In response to a question from the Board, staff advised that the garage is required to be located at least five feet from the house. Staff confirmed that the separation from the principal dwelling is approximately 25 feet.

## **Applicant Presentation of Hardship**

The applicant drew attention to the following points and hardships:

- Their original application had an attached carport, but it did not meet Stormwater Management Plan requirements;
- They had originally planned a carport with a retaining wall and they added a roof;
- The proposal provides more useable yard space and opportunity for greenery;
- The setback issue is caused by the irregular property line;
- The requested variance sounds large but the proposal only moves the structure six feet closer to the street; and,
- The proposed height of the carport accommodates a recreational vehicle.

In response to a question from the Board, the applicant advised that the roof projection variance is required due to the irregular property line.

In response to a question from the Board, the applicant advised that the street is four feet from the property line. Staff advised that the roof projection is required to be set back 16 feet.

## **Representations from Notified Persons**

Nil

## **Representations from the Public**

Nil

## **Discussion**

Guy Akester spoke in opposition to the application, noting that the construction was not in compliance with the issued building permit, hardship has not been demonstrated, the proposal defeats the intent of the Zoning Bylaw, and there was as objection to the proposal from one of the neighbouring properties.

Laura Lee Richard spoke in opposition to the application, noting the requested variances are not minor, the structure could have been designed and built in compliance with the Zoning Bylaw, and that the structure is located on the property in a manner out of character for the neighbourhood.

Robert Griesdale spoke in opposition to the application, noting agreement with the points raised by other Board members, that the purpose of variances is to accommodate construction where unique site conditions create an issue with compliance, hardship has not been demonstrated, and that a different location in compliance could have been chosen

The Chair spoke in opposition to the application, noting agreement with the points raised by other Board members, that there are other solutions, and the requested variances are not minor.

**MOVED by Guy Akester**

**SECONDED by Laura Lee Richard**

THAT Board of Variance Application BOV2026-00004 4569 Prime Street presented at the February 19, 2026 Board of Variance meeting is DENIED as follows:

Zone	Regulation	Required/ Allowed	Existing	Proposed	Variance
RS	Parking Structure Street Setback	20 ft (6.1 m)	n/a	7.75 ft (2.36 m)	12.25 ft (3.73 m)
	Roof Projection	16 ft (4.88 m)	n/a	6.25 ft (1.91 m)	9.75 ft (2.97 m)
	Parking Structure Roof Height	12 ft (3.66 m)	n/a	13 ft (3.96 m)	1 ft (0.3 m)

**CARRIED**

The meeting recessed at 5:59 p.m. and resumed at 6:04 p.m.

## 2.4 4060 Delbrook Avenue

### Staff Presentation

Staff reported that the property is located in the RSD Zone, the house was built in 1959, is not on the Heritage Registry, and is located in Development Permit Areas for Slope Hazard and Streamside Protection. The proposal is for an upper storey addition. The structure is existing non-conforming and the proposal would increase the non-conformance.

The variances requested on the property are as follows:

1. Upper Storey 75% Regulation variance of 319 ft<sup>2</sup> (29.64 m<sup>2</sup>).

### Applicant Presentation of Hardship

That applicant's written submission was reviewed and it was noted that their letter states that the Zoning Bylaw at the time of construction allowed for a larger area and the requested variance under the bylaw at that time would have been for 24 square feet or two percent additional area.

In response to a question from the Board, staff advised that the requirements in the Zoning Bylaw were different in the 1990s and that while the addition is relatively small, the structure is already significantly over the maximum allowed under the current Zoning Bylaw.

In response to a question from the Board, staff advised that the proposal is to add an additional 40 square feet to the already non-conforming floor and that the existing non-conforming portion is already constructed and complied with the Zoning Bylaw at the time the building permit was issued.

### **Representations from Notified Persons**

Nil

### **Representations from the Public**

Nil

### **Discussion**

Guy Akester spoke in opposition to the application, noting that while the proposed addition is minor, it would exacerbate a large existing non-conformance, hardship has not been demonstrated, the proposed bedroom is very large and both a large bedroom and a bathroom could be accommodated without a variance.

Robert Griesdale spoke in opposition to the application, noting agreement with the points raised by Mr. Akester and that the reason for the requested variance appears to be to make the house larger and not to address a hardship.

Laura Lee Richard spoke in opposition to the application, noting that the house is already quite large and hardship has not been demonstrated.

The Chair spoke in opposition to the application, noting agreement with the points raised by the other members, hardship has not been demonstrated, and they could have designed the addition to comply with the Zoning Bylaw.

**MOVED by Guy Akester**

**SECONDED by Robert Griesdale**

THAT Board of Variance Application BOV2025-00019 4060 Delbrook Avenue presented at the February 19, 2026 Board of Variance meeting is DENIED as follows:

<b>Zone</b>	<b>Regulation</b>	<b>Required/ Allowed</b>	<b>Existing</b>	<b>Proposed</b>	<b>Variance</b>
RSD	Upper Storey 75% Regulation	923 ft <sup>2</sup> (85.75 m <sup>2</sup> )	1202 ft <sup>2</sup> (111.67 m <sup>2</sup> )	1242 ft <sup>2</sup> (115.38 m <sup>2</sup> )	319 ft <sup>2</sup> (29.64 m <sup>2</sup> )

**CARRIED**

## 2.5 3817 Sunset Boulevard

### Staff Presentation

Staff reported that the property is located in the RS3 Zone, the house was built in 1956, is not on the Heritage Registry, and is located in a Development Permit Area for Streamside Protection has been exempted. The lot is in the Streamside Protection area with a portion of the existing home within the protected area. The proposed addition is outside the protected area at the front of the home, causing the requested variances.

The variances requested on the property are as follows:

1. Minimum Front Yard Setback variance of 4.5 ft (1.37 m).
2. Roof Overhang Into Front Setback variance of 2.5 ft (0.76 m).
3. Minimum Setback to Veranda variance of 1.17 ft (0.36 m).
4. Minimum Setback to Veranda Roof Overhang variance of 1.17 ft (0.36 m).
5. Minimum Side Yard Setback variance of 1.1 ft (0.33 m).
6. Minimum Projection into Front Yard Setback for Bay Window variance 3.5 ft (1.06 m).

In response to a question from the Board, staff advised that house appears to have been recently renovated and a building permit was issued in 2021.

In response to a question from the Board, staff advised that house is already partially in a protected area.

### Applicant Presentation of Hardship

The applicant drew attention to the following points and hardships:

- The existing photos online do not show the most recent upgrades to the house;
- The proposal fits with the character of the neighbourhood;
- The property has a downward slope;
- The neighbouring property juts out to the front of the property;
- The proposal would not obstruct views from neighbouring properties;
- No windows are proposed on the side facing the neighbouring property;
- The room sizes are modest to minimize the required variances;
- The home is older and has narrow, steep stairs;
- The stairs are a safety hazard for the children;
- The proposed addition would retain the character of the home;
- There is new construction of two large homes on the street with the garage located to the front of each property;
- Opined that the proposal would be less intrusive than the homes under construction;

- The street curves and newer homes have been constructed closer to the street than the older homes;
- There is not much room to add onto the house due to the streamside protection area and to reduce environmental impacts;
- The home is well maintained;
- The ceiling height in the lower portion of the house is seven feet, nine or ten inches;
- They tried living in the lower portion but it is not suitable; and,
- Other options were explored but were not possible due to the type of foundation and building height restrictions.

In response to a question from the Board, the applicant advised that the side yard variances required as the new construction is proposed to follow the line of the existing house, which is existing non-conforming.

In response to a question from the Board, the applicant advised that the total square footage of the existing home is approximately 1,400 square feet on the lower level and 1,300 square feet on the main floor, with no basement below. The proposal is to add 155 square feet, of which 77 square feet does not comply with the Zoning Bylaw.

Staff advised that no letters from notified persons were received for this application.

In response to a question from the Board, the applicant advised that the intent is to have three bedrooms on the main floor, noting that an additional level is not an option due to the condition and type of the foundation, which would have significant impacts and costs to upgrade, and there is nowhere else to build on the property due to the 15 metre Streamside Development Permit Area.

Staff advised that any new construction on the house must comply with the Streamside Development Permit Area and while a portion of the house is built on a protected area, permission to do so with new construction would not be permitted.

#### **Representations from Notified Persons**

Nil

#### **Representations from the Public**

Nil

#### **Discussion**

Robert Griesdale spoke in support of the application, noting the hardship caused by the streamside requirements, the lot is unique, the applicant considered other

options, the requested variances are minor, not located close to the street, and are the best location for an addition.

Laura Lee Richard spoke in support of the application, noting agreement with the points raised by Mr. Griesdale, highlighting the hardship and that the requested variances are minor, and that the addition fits within the context of the neighbourhood.

Guy Akester stated that that the Streamside requirements create a hardship, preventing construction on that side of the property, that six variances are requested, the addition is toward the street, and that no feedback was received from neighbours.

The Chair spoke in support of the application, noting that the requested variances are minor, four of which are very minor, the location of the house and stream create a hardship, and that building higher is not practical.

**MOVED by Robert Griesdale**

**SECONDED by Laura Lee Richard**

THAT Board of Variance Application BOV2026-00002 3817 Sunset Boulevard presented at the February 19, 2026 Board of Variance meeting is APPROVED as follows:

Zone	Regulation	Required/ Allowed	Existing	Proposed	Variance
RS3	Minimum Front Yard Setback	25 ft (7.62 m)	30.1 ft (9.17 m)	20.5 ft (6.25 m)	4.5 ft (1.37 m)
	Roof Overhang Into Front Setback	21 ft (6.4 m)	30.1 ft (9.17 m)	18.5 ft (5.64 m)	2.5 ft (0.76 m)
	Minimum Setback to Veranda	21 ft (6.4 m)	30.1 ft (9.17 m)	19.83 ft (6.04 m)	1.17 ft (0.36 m)
	Minimum Setback to Veranda Roof Overhang	19 ft (5.79 m)	29.3 ft (8.93 m)	17.83 ft (5.43 m)	1.17 ft (0.36 m)
	Minimum Side Yard Setback	6 ft (1.82 m)	4.9 ft (1.49 m)	4.9 ft (1.49 m)	1.1 ft (0.33 m)
	Minimum Projection into Front Yard Setback for Bay Window	23 ft (7.01 m)	30.1 ft (9.17 m)	19.5 ft (5.94 m)	3.5 ft (1.06 m)

**CARRIED**

**3. NEXT MEETING**

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

**4. ANY OTHER BUSINESS**

Nil

**5. ADJOURNMENT**

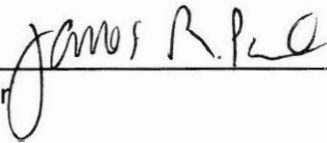
**MOVED by James Paul**

**SECONDED by Robert Griesdale**

THAT the February 19, 2026 Board of Variance Meeting is adjourned at 6:38 p.m.

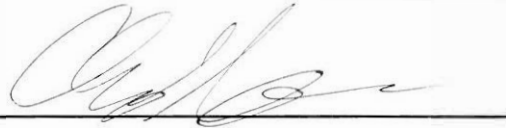
**CARRIED**

Chair



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Committee Clerk



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