

MINUTES
BOARD OF VARIANCE MEETING
BOARDROOM, SERVICE AND RESOURCE CENTRE
411 DUNSMUIR STREET, NANAIMO, BC
THURSDAY, 2020-SEP-17 AT 5:30 P.M.

PRESENT: Members: Kenneth Hample, Acting Chair, At Large Member
 Jessica Kaman, At Large Member (joined electronically)
 Nelson Allen, At Large Member
 Allan Dick, At Large Member

 Staff: L. Nowak, Planner
 K. Berke, Recording Secretary

1. CALL THE BOARD OF VARIANCE COMMITTEE MEETING TO ORDER:

The Open Board of Variance Meeting was called to order at 5:30 p.m.

2. INTRODUCTION OF LATE ITEMS:

- a) Section 3(3) of "Board of Variance Bylaw 2015 No. 7213" requires that the Chair appoint an Acting Chair to preside in the absence of the Chair. Jessica Kaman, Chair, appointed Kenneth Hample as Acting Chair to replace Ron Nadeau. He accepted the appointment and will be the acting chair going forward. As Jessica was attending electronically, he agreed to Chair the meeting.

The acting chair advised:

- Members of the public may only participate as registered delegations or by providing a written submission to comment on a specific variance application.
- All meetings will be livestreamed and recorded for public viewing.

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda be adopted. The motion carried unanimously.

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Board of Variance Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC on Thursday, 2020-AUG-20, be adopted as circulated. The motion carried unanimously.

5. PRESENTATIONS:

(a) Board of Variance No. BOV741 – 539 Weber Street

The Acting Chair read the application requesting a side yard setback of 1.33m in order to enclose an existing non-conforming carport. This represents a setback variance of 0.17m. Zoning Bylaw No. 4500 requires a minimum side yard setback of 1.5m in the R1 zone.

The applicant, Roberta Green, spoke to the rationale. She stated that when they first purchased their house the carport was already built and they are looking to enclose it into a garage. Once they got a survey and elevation plans drawn up by Greenplan they realized that the footing of the carport was 0.17m into the 1.5m side yard setback. They are requesting the variance in order to remove the carport roof and posts and build an enclosed garage on the existing footings.

Discussion took place regarding:

- Building permit requirements
- Using the existing footings and foundation
- Concerns from the neighbouring property

It was moved and seconded that application BOV741 for 539 Weber Street to vary the provisions of “City of Nanaimo Zoning Bylaw No. 4500” to reduce the minimum required side yard setback from 1.5m to 1.33m in order to enclose an existing non-conforming carport be approved. The motion carried unanimously.

6. OTHER BUSINESS:

(a) Building Permit Timelines

Board member discussion took place regarding timelines for processing building permits. It was suggested that if most building permit applications come from construction, there needs to be a separate expedited process for Board of Variance Applications where building permits are required.

7. ADJOURNMENT:

It was moved and seconded at 5:42 p.m. that the meeting adjourn. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

RECORDING SECRETARY