



# VILLAGE OF BELCARRA

"Between Forest and Sea"

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## BOARD OF VARIANCE TERMS OF REFERENCE

The Board of Variance is a Statutory Committee that has the power to grant minor variances in situations where compliance with the Zoning Bylaw respecting the siting, dimension or size of a building or structure would cause a person undue hardship. A variance may not vary the density or use of land, and if granted, will expire two years from the date of approval.

In addition, the Board may grant minor variances to the prohibition of a structural alteration or addition under Section 542 of the *Local Government Act*.

BOARD MEMBERS
3 representatives appointed by Council

1. Pursuant to the provisions of the *Local Government Act* a Board of Variance for the Village of Belcarra consists of three (3) persons appointed by Council.
2. An appointment under Section 1 is for a term of:
  - a) Three (3) years, or
  - b) If no successor has been appointed at the end of the three (3) year period, until the time that a successor is appointed.
3. A person not eligible to be appointed to the Board of Variance:
  - a) a member of the Council, or
  - b) an officer or employee of the Village of Belcarra
4. The Council may rescind an appointment to the Board of Variance at any time.
5. Board of Variance members serve on the Board without remuneration.
6. The Board meets according to the schedule approved by the Board of Variance at its first meeting in each calendar year. Meetings are held during the business day.
7. The members of the Board of Variance shall elect one of their number as Chair and the Chair may appoint a member of the Board of Variance as Acting Chair to preside in his or her absence.
8. The Board of Variance Hearing procedures are established by bylaw.