

# THE CORPORATION OF THE VILLAGE OF MONTROSE

**POLICY TITLE:** BOARD OF VARIANCE POLICY

**POLICY #** 3090

**POLICY STATEMENT:**

It is the policy of Council to limit the application of development variance permits within the Village of Montrose to projects that improve the community on a whole.

**POLICY BACKGROUND:**

The *Local Government Act* offers two processes by which owners and developers may apply for a variance from established zoning regulations. One process (section 901) involves the Board of Variance, a quasi-judicial board, and the other (section 922) involves Council. The Board of Variance has the authority to approve a "minor variance" if compliance with zoning regulations would cause an owner "undue hardship." Council's authority under the development variance permit process is much broader.

**POLICY GOAL:**

It is the goal of this policy to define the appropriate process to be followed by owners or developers seeking a variance from established zoning regulations in the Village.

**POLICY OBJECTIVES:**

1. To direct all applications for zoning variances for alteration and/or renovation projects to existing buildings, or the construction of accessory building, to the Board of Variance.
2. To direct all applications for zoning variances for new construction for single-family.
3. To direct all applications for zoning variances for multi-family residential and non-residential projects to Council pursuant to development variance permit procedures.

Initially approved at meeting #38-07 on December 03, 2007.

Reviewed and confirmed unchanged at meeting #29, October 5, 2026.

Next scheduled to be reviewed on October 4, 2027.