



THE CORPORATION OF THE CITY OF COURTENAY

## STAFF REPORT

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**To:** Council  
**From:** City Manager (CAO)  
**Subject:** Development Variance Permit No. 2208 – 1130 5th Street

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**File No.:** 3090-20-2208

**Date:** April 26, 2023

### **PURPOSE:**

To provide Council with the results of the public notification of Development Variance Permit No. 2208 – 1130 5<sup>th</sup> Street, presented to Council at the April 12<sup>th</sup> Council meeting.

### **BACKGROUND:**

On April 12, 2023 City Council directed Planning staff to provide public notification to adjacent property owners and occupants and that the application be brought back to Council at the April 26, 2023 Council meeting with the result of the public notification.

Staff distributed the public notification (*as seen in **Attachment No. 1***) to adjacent property owners and occupants on April 13, 2023. No public comments have been received at time of writing this report. Comments received at a later date are presented to Council prior to the meeting.

The April 12, 2023 Staff Report describes the application in full. In summary, the variance request is to permit a home occupation to be carried out wholly within an accessory building. The drafted permit is in **Attachment No. 2**.

### **OPTIONS:**

#### **OPTION 1 (RECOMMENDED):**

1. THAT Council, issue Development Variance Permit No. 2208.

#### **OPTION 2:**

2. THAT Council, not issue Development Variance Permit No. 2208.

Prepared by: Devin Croin, Planner 1 – Development Planner

Reviewed by: Nancy Gothard, RPP, MCIP, Acting Manager of Development Planning

Reviewed by: Rob Roycroft, RPP, MCIP, Interim Director of Development Services

Concurrence: Geoff Garbutt, M.Pl., MCIP, RPP, City Manager (CAO)

### **Attachments:**

Attachment No. 1: Public Notification Distributed on April 13<sup>th</sup>, 2023

Attachment No. 2: Draft Development Permit with Variance No. 2208 and Associated Schedules