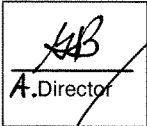
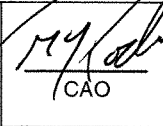


COUNCIL AGENDA/INFORMATION		
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 A. Director	 CAO
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DISTRICT OF WEST VANCOUVER  
750 – 17<sup>TH</sup> STREET, WEST VANCOUVER, BC V7V 3T3

## COUNCIL REPORT

Date: April 16, 2009 File: 13-2515-23  
From: Stephen Mikicich, Sr. Community Planner  
Subject: **Proposed Pilot Project Program – for Testing Out New Housing Types and Development Practices not Provided for Under Current OCP Policy and Land Use Regulations**

### RECOMMENDED THAT:

1. The draft Pilot Project program, as outlined in the report from the Sr. Community Planner, dated April 16, 2009, be endorsed by Council; and
2. The former Community Dialogue on Neighbourhood Character and Housing Working Group be re-convened for the purpose of developing and implementing a Pilot Project program in 2009; and
3. Staff prepare draft Terms of Reference for the Working Group's new role for review and consideration by the Community Engagement Committee.

### Purpose

The purpose of this report is to outline a proposed Pilot Project program as a means of implementing several of the recommendations contained in the Community Dialogue on Neighbourhood Character and Housing Working Group's Final Report and Recommendations, dated September 2008.

This report is a supplement to another staff report titled, "Implementation of Community Dialogue on Neighbourhood Character and Housing Working Group Recommendations", dated April 16, 2009, which presents an overview plan for implementing all 20 of the Working Group's recommendations.

### 1.0 Background

#### 1.1 Prior Resolutions

On September 22, 2008, Council received for information the recommendations of the Community Dialogue on Neighbourhood Character and Housing Working Group; and resolved that this material be made available for further public review

and comment, and that staff report back to Council with recommendations for prioritizing the directions outlined in the Working Group's report, as part of the District's 2009 work program.

## **2.0 Discussion**

### **2.1 Working Group Recommendations Re: Pilot Projects**

The Community Dialogue confirmed community support for the OCP vision of a socially, environmentally, and economically sustainable community; and for taking proactive steps in implementing this vision through:

- A demonstration program for 'testing out' new ideas;
- New policy and regulatory tools to enable the provision of new housing types; and
- Stronger measures to protect the character of West Vancouver's distinct neighbourhoods.

Six of the Working Group's recommendations pertain to the concept of 'pilot projects' as tools for the community to learn about and test possible solutions – e.g., for minimizing landform alteration, designing with nature, and introducing appropriate new housing types in established neighbourhoods (see Appendix 'A').

### **2.2 Defining "Pilot Projects"**

One of the challenges in developing a demonstration program is to define what actually constitutes a "pilot project". While any proposal could serve to demonstrate new ideas or design concepts – pilot projects, as identified during the Community Dialogue, are intended to:

- be limited both in size and scope;
- address issues not governed by existing OCP policies; and
- help inform the development of future District policies, regulations, and guidelines related to housing and neighbourhood character.

In this regard, possible pilot projects should be limited to proposals for individual single-family lots (rather than site assemblies).

Applications for rezoning under OCP Policy H3 would not be appropriate for a pilot project program because they are typically larger in size, and may trigger a broader neighbourhood planning analysis. Consideration of such applications would be guided by established policies and the directions coming out of the Community Dialogue.

The Working Group's recommendation #5.2 calls for a selection process and evaluation criteria for Council consideration of any proposed pilot project. It states that proposals should:

- *Address a defined housing gap or neighbourhood character issue, or other District or neighbourhood objectives;*
- *Demonstrate local neighbourhood support for undertaking the pilot project;*
- *Be appropriate for the neighbourhood – in terms of type and scale of pilot project;*
- *Include a community involvement program (utilizing various public engagement tools);*
- *Provide a longer-term educational opportunity – e.g., future site tours, etc.;*
- *Include full documentation of the process and what was learned from the pilot project, including a post-construction assessment; and*
- *Be unique – i.e., not repeat a previous or similar pilot project.*

### **2.3 A New Working Group Role**

The Community Dialogue on Neighbourhood Character and Housing was successful in engaging hundreds of West Vancouver residents in a year-long discussion of housing and neighbourhood character issues, and garnering public input on possible actions to address these. Public confidence for engaging in the Community Dialogue was in large part due to the active involvement of a citizens' working group in developing and implementing the process.

The Community Dialogue on Neighbourhood Character and Housing Working Group identified the need for a Pilot Project program based on the community input it had received, including a community survey which showed 81% support for pilot projects as a means of demonstrating how new housing forms could be integrated into the community.

A majority of Working Group members have previously expressed an interest in continuing to volunteer their time as the District begins to implement some of the Working Group's recommendations. Development and implementation of the Pilot Project program would be ideally suited to the members' skills and recent experience with the Community Dialogue.

The Working Group's new role would include working with District staff to:

- Refine the intent and purpose of the Pilot Project program;
- Define selection criteria for pilot projects;

- Identify appropriate pilot projects for 2009-2010, which are consistent with the selection criteria
  - *Note: As a result of the Community Dialogue, staff have received numerous public inquiries about possible coach houses, 'granny flats', triplexes, suites, and other modest forms of infill housing. It is envisioned that these and similar ideas would be considered by the Working Group for their suitability as pilot projects.*
- Provide input on the process – e.g., public involvement opportunities, project documentation evaluation, and communications related to the overall program.

## **2.4 Application Requirements for Pilot Projects**

Successful pilot project proponents would make an application for OCP amendment and rezoning, along with payment of the appropriate application fees. In addition to the standard bylaw approval and permit issuance processes, proponents would also be required to enter into a formal agreement with the District to undertake a pilot project in accordance with a set of guidelines and criteria, including requirements for public involvement, and project documentation and evaluation.

Staff also recommend that:

- Design Review Committee input be sought at both the conceptual and detailed design stages; and that
- A variety of public input opportunities be provided.

## **2.5 Financial Implications**

Requirements for extensive public consultation and education/input opportunities would necessitate a longer application review process and added costs, particularly related to communications.

Given limited staff and other resources, it is anticipated that no more than three pilot projects could be undertaken during 2009-2010. Resources required for program implementation have been accounted for in the Planning Department's work program for this period.

## **2.6 Sustainability**

The Community Dialogue on Neighbourhood Character and Housing has confirmed community support for the OCP vision of a socially, environmentally, and economically sustainable community; and for taking proactive steps in implementing this vision.

A demonstration program of 'pilot projects' is seen as an appropriate tool for testing out new ideas through a limited number of small-scale 'on-the-ground' projects – to inform the development of new policies and regulations to enable provision of new housing types, to achieve social sustainability goals, and to introduce stronger measures to protect the character of West Vancouver's distinct neighbourhoods.

## 2.7 Consultation

The Working Group has recommended a Pilot Project program in the spirit of 'continuing the dialogue' on housing and neighbourhood character issues; and with the longer-term view of providing residents with the tools they need to consider and plan for their own future housing needs.

Inherent within a Pilot Project program are considerable opportunities for public engagement and input. The various communication tools employed during the Community Dialogue could be used to support pilot projects – e.g., online discussion forum, web links, workshops, public displays, and presentations.

## 3.0 Options

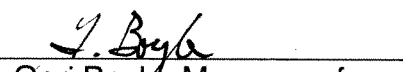
### 3.1 Council may:

- (a) Endorse the draft Pilot Project program, as outlined in the report from the Sr. Community Planner, dated April 16, 2009; and
- (b) Re-convene the former Community Dialogue on Neighbourhood Character and Housing Working Group for the purpose of developing and implementing the Pilot Project program during 2009-2010; and
- (c) Direct staff to prepare draft terms of reference for the Working Group's new role (recommended); or
- (d) Request further information.

Author:

  
\_\_\_\_\_  
Stephen Mikicich, Sr.  
Community Planner

Concurrence:

  
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Geri Boyle, Manager of  
Community Planning

Appendices:

- A. Community Dialogue on Neighbourhood Character and Housing Working Group's Recommendations Re: Pilot Projects (Sept 2008)

**COMMUNITY DIALOGUE ON NEIGHBOURHOOD CHARACTER AND HOUSING  
WORKING GROUP'S RECOMMENDATIONS RE: 'PILOT PROJECTS' (Sept 2008)**

#	Recommendations	Particulars
2.5	Minimizing Site Alteration  <i>(see # 2.6 below)</i>	Prepare regulations, guidelines and/or incentives to encourage designs that are sympathetic to a site's natural features, and minimize site alteration and loss of trees during site preparation for construction
2.6	Learning How to 'Design with Nature'	In concert with Recommendation #2.5, consider a demonstration program for examining how a site's natural features can be retained in new development, and use this program to determine what regulatory changes would be necessary to support the community objective of 'designing with nature'...
3.4	Exploring New Housing Types	Consider a demonstration program to enable introduction of new housing types on a limited basis, in advance of new housing policies and regulatory tools being formally adopted. The process would enable ideas and concepts for new housing types to be explored through a community planning and design process...
5.1	Ongoing Public Education & Input	Provide opportunities for ongoing public education, awareness, and input on neighbourhood character and housing issues – and related issues such as heritage conservation, sustainable building design and construction practices, etc.
5.2	Developing Pilot Projects	Develop a selection process and evaluation criteria for consideration of possible 'pilot projects' by Council
5.3	Holding Workshops on Key Topics or Issues	Hold future workshops for West Vancouver residents with experts on various topics that require future exploration – such as affordable housing, green buildings, and 'design with nature'. This will provide an opportunity for ongoing public input and more focussed discussion on key issues.

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