

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER  
NEIGHBOURHOOD CHARACTER WORKING GROUP MEETING NOTES  
MAINHALL CONFERENCE ROOM NORTH  
WEDNESDAY, JANUARY 9, 2019**

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Working Group Members: H. Locke, L. Fourie, N. Smeal, P. Ulveland, R. Brink, T. Malapanis, T. Dodd; and Councillor P. Lambur. Absent: S. Chunick, and S. Nicholls.  
Staff: C. Miller, Senior Planner, and M. Bermingham, Planning Technician

**1. CALL TO ORDER**

The meeting was called to order at 5 p.m.

**2. APPROVAL OF AGENDA**

The Neighbourhood Character Working Group amended the January 9, 2019, agenda by:

- Postpone Item 5.3;
- Moving Item 5.4 to be considered immediately following Item 5;

and approved the agenda as amended.

**3. APPROVAL OF MEETING NOTES**

The Neighbourhood Character Working Group approved the January 9, 2019, meeting notes as circulated.

**REPORTS / ITEMS**

**4. Public Correspondence Update**

One item of correspondence was brought forward. A round table discussion ensued.

The Neighbourhood Character Working Group (NCWG) agreed this item is to be considered as part of the overall public input received, in the categorised issue of Neighbour / Public Interface.

The NCWG agreed that the correspondent receive an acknowledgement of receipt of email. Staff agreed to send this on behalf of the Neighbourhood Character Working Group.

**5. Member Updates**

**5.1 Communications Strategy Overview**

Staff provided an overview of a communications strategy to the working group, including timeline, promotion, and outreach including an updated webpage

interface. A round table discussion ensued on an appropriate launch date to engage the community.

The NCWG decided the following;

- community outreach to be conducted to promote Working Group and build awareness;
- 1st community outreach event to be launched at Heritage Fayre, Feb 23, 2019;
- updated webpage live to public Feb 22;
- a community survey to be completed by working group and rolled out to community to validate neighbourhood character issues as categorised by Working Group; and
- community input received to validate categorised issues;
- staff to provide some sample surveys to group.

## **5.2 Next steps for issues validation of Neighbourhood Character**

A round table discussion ensued on the most efficient way to validate issues of neighbourhood character.

The NCWG agreed on a sequential approach to reviewing the issue of Neighbourhood Character and engaging the community.

The NCWG agreed to focus on the review and validation of Neighbourhood Character issues with the community through a multipronged community engagement approach encompassing a variety of engagement platforms including, webpage, events, survey, and boards.

The NCWG decided that the multipronged engagement approach will be adequate in validating the issues around Neighbourhood Character and that the next phase of the work plan will be to research solutions to the issues validated and identified by the community.

## **5.3 Select Topic Leads**

A round table discussion ensued regarding the selection of topic leads. The NCWG confirmed the below topic leads;

- |                                   |  |
|-----------------------------------|--|
| 1. Size (context)                 | S. Chunick, L. Fourie, Cllr. P. Lambur |
| 2. Unnatural Hard Surfaces/Fences | L. Fourie, R. Brink                    |
| 3. Landscaping                    | P. Ulveland, N. Smeal                  |
| 4. Neighbour / Public Interface   | R. Brink, N. Smeal, T. Dodd            |
| 5. Construction Impact            | T. Malapanis, P. Ulveland, H. Locke    |
| 6. Housing Diversity              | H. Locke, T. Dodd                      |

## 6. Next Steps

6.1 Agenda for January 23, 2019 meeting: group discussion ensued on outcomes of next meeting.

The NCWG decided on the following for the next meeting;

- case study presentation on FAR / Size provided by working group member L. Fourie; and
- categorised issues of Neighbourhood Character: definition and possible sample survey questions to be brought forward by working group members for group discussion.

## PUBLIC QUESTIONS

### 7. PUBLIC QUESTIONS AND COMMENTS


Public provided comment on Heritage Week and Heritage Fayre in West Vancouver, permeable surfacing including the positive learning opportunities a watershed study may provide.

### 8. ADJOURNMENT

The Chair adjourned the January 9, 2019, Neighbourhood Character Working Group meeting at 6:50 p.m.

Certified Correct:

  
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Chair

  
\_\_\_\_\_  
Staff