

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
NEIGHBOURHOOD CHARACTER WORKING GROUP MEETING NOTES
MAIN FLOOR CONFERENCE ROOM NORTH, MUNICIPAL HALL
WEDNESDAY, MARCH 6, 2019**

Working Group Members: H. Locke, L. Fourie, N. Smeal, R. Brink, S. Chunick, S. Nicholls, T. Dodd; and Councillor P. Lambur. Absent: P. Ulveland, T. Malapanis.
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 (NCWG) approved the March 6, 2019, agenda as circulated.

3. APPROVAL OF MEETING NOTES

The NCWG approved the February 20, 2019, meeting notes as circulated.

REPORTS / ITEMS

4. Public Correspondence

No item of public correspondence received during February 20 – March 6, 2019

5. Member Updates

5.1 Heritage Fayre: Recap

Round table discussion occurred surrounding group's Heritage Fayre attendance. Group were present for duration of event, spoke to 24 members of the public. Traffic flow was minimal, due to numerous other events occurring in the community on the same day. Conversations with public, generally aligned with the six issues identified by the NCWG.

5.2 Work Plan: Review

A round table discussion occurred surrounding the timing and logistics of the groups work plan. The option of extending the two hour bi-weekly meetings by one hour, to make them three was discussed. The NCWG decided that this could be an ad hoc occurrence, determined by the groups impending deadline requirements.

A round table discussion ensued surrounding the possibility of potentially condensing the "Solutions" portion of the NCWG work plan. The NCWG determined the likelihood of this occurring will be deduced over the course of the 1st engagement period when validating the issues with the community and how break out groups can be assigned to each issue.

5.3 Engagement Plan: Review

A round table discussion ensued surrounding the first round of engagement to validate the six identified issues. The NCWG determined that a survey would be administered providing a platform for public input. The NCWG appointed T. Dodd, and S. Chunick, to produce a draft survey for review by the group.

The NCWG determined that three separate meetings should be administered by the group to assist in validating the six issues identified namely with stakeholders, residents and staff in April. A confirmed stakeholder list will be presented to the group at the next meeting.

The possibility of an online rolling comments section on the web was also deliberated, staff will circle back to the group on the pros and cons of this type of engagement method.

6. Other Business

No items of other business were brought forward

7. Next Steps

The NCWG agreed on the below agenda items for the next meeting:

- Technical Review: Basement and Walls, provided by staff
- Hard Surfaces: Review, provided by S. Nicholls
- Survey: Review

PUBLIC QUESTIONS

8. PUBLIC QUESTIONS AND COMMENTS

Residents provided comment on importance of tree retention, definition of permeable surfaces, working groups community day attendance, promotion of group through community forums, as well as pros and cons of use of a community survey and public attendance at meetings.

9. ADJOURNMENT

The Chair adjourned the March 6, 2019, NCWG meeting at 7:15 p.m.

Certified Correct:


Chair


Staff

MARCH 6, 2019

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