

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER  
NEIGHBOURHOOD CHARACTER WORKING GROUP MEETING NOTES  
MAIN FLOOR CONFERENCE ROOM NORTH, MUNICIPAL HALL  
WEDNESDAY, JANUARY 8, 2020**

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

**1. CALL TO ORDER**

The meeting was called to order at 4 p.m.

**2. APPROVAL OF AGENDA #38**

The Neighbourhood Character Working Group approved the January 8, 2020, agenda as circulated.

**3. APPROVAL OF MEETING NOTES #37**

The Neighbourhood Character Working Group approved the December 11, 2019, meeting notes as circulated.

**REPORTS / ITEMS**

**4. Public Correspondence**

No items of public correspondence received between December 11, 2019 and January 8, 2020.

**5. Draft Recommendations Status Update**

Staff provided a brief update on the status of the draft solutions document that the Neighbourhood Character Working Group requested delivery to other members of staff for review.

- As requested, draft solutions document provided to various District Departments including; building, current planning, and land development.
- Staff will report back once received.

## 6. Next Steps

The working group discussed next steps and work plan for 2020. In order to gain community input and industry feedback on draft solutions (to date) the working group determined the below timeline and action items;

### 2020:

#### Community engagement and industry input

|          |               |   |
|----------|---------------|---|
| February | Meetings (x4) | Architects / Designers<br>Realtors / Builders<br>Community Organisations<br>Staff |
|----------|---------------|---|

|       |                           |              |
|-------|---------------------------|--------------|
| March | Community Engagement (x2) | Public Input |
|-------|---------------------------|--------------|

#### Present draft solutions to various committees

|             |                                   |
|-------------|-----------------------------------|
| January 21  | Heritage Advisory Committee (HAC) |
| February 20 | Design Review Committee (DRC)     |

#### Present Phase 2 Work plan

|             |                                      |
|-------------|--------------------------------------|
| February 12 | Community Engagement Committee (CEC) |
|-------------|--------------------------------------|

#### Finalize recommendations to Council

|          |                            |
|----------|----------------------------|
| April 30 | Recommendations to Council |
|----------|----------------------------|

#### **Staff Action Items:**

- Agenda confirmation for HAC, DRC, and CEC
- Book meeting rooms for February and March consultation
- Confirm Board of Variance suitability
- Provide list of industry stakeholders

#### **Communications Plan:**

- Online Comment Form
- Website Updates and North Shore News ad

#### **Meeting Format:**

- Community Consultation meetings (x2)  
Gleneagles Community Centre and Municipal Hall
- Presentation from Chair
- 5 Breakout tables dedicated to each issue

## 7. Other Business

No items of other business brought forward.

**PUBLIC QUESTIONS**

**8. PUBLIC QUESTIONS AND COMMENTS**

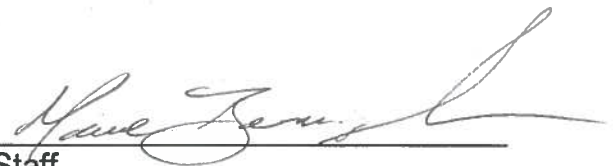
No items of public questions or comments brought forward.

**9. ADJOURNMENT**

The Chair adjourned the January 8, 2020, Neighbourhood Character Working Group meeting at 6 p.m.

Certified Correct:

  
\_\_\_\_\_  
Chair

  
\_\_\_\_\_  
Staff