

District of West Vancouver
POLICY

Title: Private Special Events Exemption from Noise
Division: Legislative Services
Policy Number: 0193
File Number: 0282-20-0193

1. Purpose

- 1.1. To establish a policy that sets out the conditions under which the District will consider non-enforcement of the provisions set out in Parts 5 and 6 of Noise Control Bylaw No. 4404, 2005 (as amended) for special events occurring on private property.

2. Scope

- 2.1. This policy applies to members of the public and applicants looking to apply for exemption from Parts 5 and 6 of Noise Control Bylaw No. 4404, 2005 (as amended) for the purpose of hosting a special event on private property.
- 2.2. This policy applies to unique, one-time, or annual special events on private property and excludes activities considered regular use, such as but not limited to recurring sports games or practices, daily commercial business operations, or property maintenance.

3. Definitions

- 3.1. “**Applicant**” means an agency, organization, individual, association, or group.
- 3.2. “**Council**” means the Council of The Corporation of the District of West Vancouver.
- 3.3. “**District**” means The Corporation of the District of West Vancouver.

4. Policy Statement

- 4.1. Applicants requesting non-enforcement of Parts 5 and 6 of Noise Control Bylaw No. 4404, 2005 (as amended) for special events on private property must submit an application to the District’s Bylaw and Licensing Services Department at least forty (40) days prior to the private special event.
- 4.2. Upon receiving an application, staff will communicate to the applicant the requirements necessary for an exemption to be considered and provide letter templates and further direction.
- 4.3. For an application to be considered complete and prepared for review, the applicant must:

District of West Vancouver

POLICY

- 4.3.1. Provide to the surrounding properties within a 100-metre radius a written description of the proposed private special event, including date, time, duration, size, and purpose;
- 4.3.2. Obtain written consent from 80% of the properties;
- 4.3.3. Provide a parking plan;
- 4.3.4. Identify any third-party operators who may be attending for the purpose of the private special event and provide their valid Business Licence to operate in the District; and
- 4.3.5. Obtain all necessary permits from the British Columbia Liquor and Cannabis Regulation Branch and Vancouver Coastal Health, as may be required.
- 4.4. Staff will assist the applicant in determining the properties to be notified and surveyed.
- 4.5. When limited and/or no written response is obtained, reasonable efforts made by the applicant may be considered sufficient to meet the 80% threshold.
- 4.6. Applications for private special events of 80 guests or less may be approved by staff. Staff may approve the application, request modifications to the application in order for approval to be granted, reject the application, or refer the application to Council.
- 4.7. Applications for private special events greater than 80 guests or between the hours of 12 a.m. and 7 a.m. may not be approved by staff and require Council exemption.
- 4.8. Applications that require Council exemption must be received by the Bylaw and Licensing Services Department, as per section 4.3 of this policy, at least twenty-eight (28) days in advance of the proposed Council date of consideration.

5. Authority

- 5.1. Council delegates authority to District staff to exempt private special events of 80 guests or less from Noise Control Bylaw No. 4404, 2005 (as amended), Parts 5 and 6.

6. Related Documents

- 6.1. Noise Control Bylaw No. 4404, 2005 (as amended).

District of West Vancouver
POLICY

7. Approval

Approved by	<input type="checkbox"/> Municipal Manager	<input checked="" type="checkbox"/> Mayor and Council
Approval date	2025/03/31	
Council minutes eDocs # (Council Policies only)	5813554	
Council report eDocs # (Council Policies only)	5799707	
Signature	<u>[Original signed by Mayor]</u> MAYOR	

Replaced by	<input type="checkbox"/> Municipal Manager	<input checked="" type="checkbox"/> Mayor and Council
Replacement date	2026/01/26	
Council minutes Document ID (Council Policies only)	LGDM-711734498-24913	
Council report Document ID (Council Policies only)	LGDM-711734498-24925	
Replacement description	To provide clarity on the scope and process for when this policy would apply and the appropriate processes for all applicants to follow to ensure a complete application package is submitted.	
Signature	<u>[Original signed by Mayor]</u> MAYOR	

8. Additional Information

Category	<input checked="" type="checkbox"/> Council	<input type="checkbox"/> Administrative
Related procedure	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Date of last review	2026	