

Director	 Municipal Manager/Deputy Municipal Manager
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<i>COUNCIL AGENDA</i>	
Date: <u>April 27, 2026</u>	Item: <u>8.</u>



8.

**DISTRICT OF WEST VANCOUVER**  
750 17TH STREET, WEST VANCOUVER BC V7V 3T3

## COUNCIL REPORT

Date:	April 13, 2026
From:	Matthew O'Connor – Bylaw and Licensing Services Manager
Subject:	Collingwood Morven May 9, 2026 Private Special Event Noise Exemption Request

### RECOMMENDATION

THAT Council [approve or reject] the application from Collingwood School, located at 70 Morven Drive, West Vancouver BC, V7S 1B2, for a private special event noise exemption for a spring fair event on May 9, 2026, from 11 a.m. to 3 p.m.

#### 1.0 Purpose

The purpose of this report is to seek a decision from Council regarding the application from Collingwood School (Applicant) for a private special event noise exemption on May 9, 2026, from 11 a.m. to 3 p.m. for their upcoming 2025-2026 School Year Spring Fair event.

#### 2.0 Legislation/Bylaw/Policy

- Private Special Events Exemption from Noise Policy 0193 (**Appendix A**)
- Noise Control Bylaw No. 4404, 2005 (**Appendix B**)

#### 3.0 Council Strategic Objective(s)/Official Community Plan

Official Community Plan Bylaw 4985, 2018 (OCP)

The following section of the OCP is applicable to this report:

2.8.15 Support an expanded variety of community activities ranging from community-wide events and smaller private events through policy, facilities and grants, as appropriate.

#### 4.0 Financial Implications

An application fee of \$171.00 for a private special event noise exemption as per the District's Fees and Charges Bylaw has been paid by the Applicant.

#### 5.0 Background

##### 5.1 Previous Decisions

Council, at its July 21, 2025, regular meeting, passed the following resolution:

*THAT Council approve the application from Collingwood School, Located at 70 Morven Drive, West Vancouver, BC, V7S 1B2, for a private special event noise exemption for a welcome back event on September 5, 2025 from 5 p.m. to 7 p.m.*

Council, at its May 26, 2025, regular meeting, passed the following resolution:

*THAT Council approve the application from Collingwood School for a Private Special Event Noise Exemption for a graduation ceremony on June 19, 2025 from 4 p.m. to 6:30 p.m.*

## 5.2 History

At its regular meeting on July 21, 2025, Council approved a private special event noise exemption for Collingwood School to be held on September 5, 2025, from 5 p.m. to 7 p.m. for their Welcome Back event. Bylaw staff responded to multiple complaints related to increased traffic volume and parking contraventions and issued 29 parking infractions to vehicles parked illegally in the surrounding area.

At its regular meeting on May 26, 2025, Council approved a private special event noise exemption for Collingwood School to be held on June 19, 2025, from 4 p.m. to 6:30 p.m. for their Grade 12 Graduation Commencement ceremony. Bylaw staff responded to one traffic complaint related to increased traffic volume and parking contraventions and issued 11 parking infractions to vehicles parked illegally in the surrounding area.

It is important to note that Bylaw staff were unable to confirm that the vehicles that were issued infractions were related to the special events at Collingwood School on June 19, 2025, and September 5, 2025.

## 6.0 Analysis

### 6.1 Discussion

As per Private Special Events Exemption from Noise Policy 0193, initially approved by Council on March 31, 2025 and replaced on January 26, 2026 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, staff are unable to consider noise exemption applications for private special events of greater than 80 guests, thus requiring Council exemption.

The Applicant has submitted an application package and event plan, attached as **Appendix C**, containing information on how they will look to mitigate issues in the surrounding area, from the estimated 800 attendees, to ensure that any disturbances to the surrounding community are identified and proactively addressed.

## **Parking**

The Applicant has estimated that approximately 350 vehicles will require parking for this event. They have committed to making their underground parking lot, approximately 140 stalls, available for use during the proposed event to accommodate as much parking as possible on site. School personnel will be directing vehicles accordingly both on site and in the surrounding area, and coning off designated no parking areas within an approximate 1 block radius of the school. School personnel will be stationed at various approach roads and high priority areas to deter attendees from parking in an illegal or disrespectful manner.

The Applicant had contacted the District Parks Maintenance Manager regarding the availability of Hugo Ray Park for overflow parking and shuttle service. Unfortunately, the park will be occupied by users of the cricket fields, which is currently booked for the whole day. A response has been provided notifying the Applicant and advising that should future events arise, the District welcomes subsequent review and coordination where availability allows. A contingency area at St. David's Church on Taylor Way is in place to accommodate the shuttle service and additional parking. This shuttle service has been promoted and recommended to attendees of the event to reduce disturbances and traffic volume in the areas surrounding Collingwood Morven School.

The Bylaw and Licensing Services department will be allocating a bylaw enforcement officer to attend the area to monitor for parking violations and provide appropriate direction.

## **Noise**

The Applicant has noted that the event does not feature music or any amplified noise, with certain activities occurring within the school to better contain additional noise. Inflatable games for younger children will be powered by electricity and not by a gas-powered generator. Noise emanating from the event will primarily be from the volume of attendees. Previous noise readings measured at two separate points around the school on September 6, 2024, during their 2024-2025 Welcome Back event ranged from 55-58 decibels, which staff deemed not to be in excess or unreasonable.

The event is scheduled to take place at a reasonable time with no early morning or late-night disturbances scheduled.

## **Licensing**

The proposed vendors attending the event are Vancouver Party Works, Sparkling Ride, Dicky's Dumps, Coffee Bike Canada, Japadog, Tacofino, and Mom's Grilled Cheese. Both Vancouver Party Works and Sparkling Ride have active business licenses to operate in the District.

Dicky's Dumps, Mom's Grilled Cheese, Coffee Bike Canada, Japadog, and Tacofino do not currently have active business licenses and have

been instructed by the Applicant to obtain them through the District should they wish to operate at the event. In previous years, these businesses have obtained temporary one day licences to operate. The Applicant has been notified that independent of a District business licence these vendors would not be permitted to operate.

## 6.2 Public Engagement and Outreach

The Applicant has committed to notifying the surrounding community, with initial notification letters sent out on April 7, 2026. The Applicant has committed to implementing a three-stage notification process, with a second and third letter scheduled to be mailed out on April 14, 2026, and April 21, 2026, respectively.

As of the date of this report writing, the District has received one piece of public correspondence from a neighbouring residence in support of the event and requesting bylaw presence in the area.

## 7.0 Options

### 7.1 Recommended Option

THAT Council [approve or reject] the application from Collingwood School, located at 70 Morven Drive, West Vancouver BC, V7S 1B2, for a private special event noise exemption for a spring fair event on May 9, 2026, from 11 a.m. to 3 p.m.

## 8.0 Conclusion

Staff have found the application to be reasonable and accordingly present this report for Council consideration.

Author: \_\_\_\_\_



Matthew O'Connor – Bylaw and Licensing Services Manager

### Appendices:

Appendix A – Private Special Events Exemption from Noise Policy 0193

Appendix B – Noise Control Bylaw No. 4404, 2005

Appendix C – Collingwood Morven Application Package

District of West Vancouver  
**POLICY**

Title: Private Special Events Exemption from Noise

Division: Legislative Services

Policy Number: 0193

File Number: 0282-20-0193

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## 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).

## 7. Approval

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

<b>Replaced by</b>	<input type="checkbox"/> Municipal Manager	<input checked="" type="checkbox"/> Mayor and Council
<b>Replacement date</b>	2026/01/26	
<b>Council minutes Document ID (Council Policies only)</b>	LGDM-711734498-24913	
<b>Council report Document ID (Council Policies only)</b>	LGDM-711734498-24925	
<b>Replacement description</b>	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.	
<b>Signature</b>	<u>[Original signed by Mayor]</u> MAYOR	

## 8. Additional Information

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



District of West Vancouver

## **Noise Control Bylaw No. 4404, 2005**

Effective Date – May 09, 2005

### **Consolidated for Convenience Only**

This is a consolidation of the bylaws below. The amendment bylaws have been combined with the original bylaw for convenience only. This consolidation is not a legal document. Certified copies of the original bylaws should be consulted for all interpretations and applications of the bylaw on this subject.

<b>Amendment Bylaw</b>	<b>Effective Date</b>
Bylaw No. 5215, 2024	November 25, 2024
Bylaw No. 5310, 2024	April 22, 2024
Bylaw No. 5042, 2019	December 16, 2019
Bylaw No. 4981, 2018	May 28, 2018
Bylaw No. 4500, 2007	May 28, 2007

The bylaw numbers in the margin of this consolidation refer to the bylaws that amended the principal bylaw (Noise Control Bylaw No. 4404, 2005). The number of any amending bylaw that has been repealed is not referred to in this consolidation.

# Noise Control Bylaw No. 4404, 2005

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District of West Vancouver

# Noise Control Bylaw No. 4404, 2005

A bylaw to regulate or prohibit the making of certain noises or sounds in the District of West Vancouver under the *Community Charter*.

Previous amendments: *Amendment Bylaws 4500, 4981, 5042, 5215 and 5310.*

WHEREAS the Council of The Corporation of the District of West Vancouver deems it expedient to provide for regulations and prohibitions regarding the making of noise;

AND WHEREAS Council may by bylaw regulate, prohibit and impose requirements in relation to the protection and enhancement of the well-being of its community in relation to nuisances, disturbances and other objectionable situations, including noise that is liable to disturb the quiet, peace, rest, enjoyment, comfort or convenience of individuals or the public;

NOW THEREFORE, the Council of the District of West Vancouver enacts as follows:

## Part 1 Citation

1.1 This Bylaw may be cited as Noise Control Bylaw No. 4404, 2005.

## Part 2 Severability

2.1 If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

## Part 3 Previous Bylaw Repeal

3.1 Noise Control Bylaw No. 3908, 1994 (adopted on May 01, 1995) and the following amendment bylaws are hereby repealed:

<b>Amendment Bylaw</b>	<b>Effective Date</b>
Bylaw No. 3995, 1996	April 22, 1996
Bylaw No. 4250, 2001	July 16, 2001

## Part 4 Definitions

4.1 In this bylaw:

**“Bylaw Enforcement Officer”** means every person designated by Council as a Bylaw Enforcement Officer, and includes every peace officer;

**“Construction Noise”** means any noises or sounds made on or associated with a construction site:

- a) in carrying on work in connection with the construction, demolition, reconstruction, alteration, or repair of any building or structure,
- b) in carrying on any excavation or other operation, or
- c) in moving or operating any machine, engine, or construction equipment;

**“Continuous Sound”** means any noise or noises, other than Construction Noise, continuing for a period, or periods, totalling 3 minutes or more in any 15 minute period;

**“Day”** means the period of time from 0700 hours (7:00 a.m.) to 1800 hours (6:00 p.m.) on each week day or Saturday and from 0900 hours (9:00 a.m.) to 1800 hours (6:00 p.m.) on a Sunday or holiday;

Bylaw 4981

**“Extended Concrete Pour”** means a concrete pour that requires an extended period of time for placement or finishing due to any of the following characteristics, which must be confirmed by a Structural Engineer to be engaged by the District at the expense of the applicant:

- a) a single concrete slab pour in excess of 7,000 square feet;
- b) a concrete slab with added complexity due to below grade location, shape, or level of flatness required; or
- c) a concrete slab that requires post tension reinforcing;

**“Highway”** includes a street, road, land, bridge, viaduct and any other way open to the public use, but does not include a private right of way on private property;

**“Meter”** means an instrument which accurately measures levels of sound pressure on an “A” weighted scale in accordance with the American National Standards Institute standard for meters set out in S1.4-1983 as amended from time to time;

**“Motor Vehicle”** means a vehicle that is designed to be self-propelled and includes off-road vehicles, parts and equipment;

**“Night”** means the period of time from 1800 hours (6:00 p.m.) on one day to 0700 hours (7:00 a.m.) on the next and from 1800 hours (6:00 p.m.) on one day to 0900 hours (9:00 a.m.) on the next day when the latter is a Sunday or a holiday;

**“Non-continuous Sound”** means any noises or sounds other than Continuous Sound and Construction Noise;

**“Point of Reception”** means the place where a Meter is located to measure the Sound Level from a source of noises or sounds;

**“Power Equipment”** means any tool, equipment or machinery powered by an internal combustion engine or electric motor that is used for construction, lawn, garden, building and property maintenance, and includes edge trimmers, line trimmers, rototillers, pressure washers, carpet cleaning equipment, and hand operated power tools including but not limited to chain saws, chippers and leaf blowers;

**“Premises”** means the smallest unit of ownership or occupation of real property, whichever is the lesser;

**“Sound Level”** means the Meter reading or recording in decibels using an “A” weighted network at the slow response setting of the Meter.

## **Part 5 General Regulations**

- 5.1 No person shall make or cause, or permit to be made or caused, any noise or sound which:
  - 5.1.1 disturbs or is liable to disturb the quiet, peace, rest, enjoyment, comfort, or convenience of individuals or the public; or
  - 5.1.2 exceeds the Sound Levels prescribed in this Bylaw.
- 5.2 No owner or occupier of real property shall allow the real property to be used so that noise or sound which emanates from the real property:
  - 5.2.1 disturbs or is liable to disturb the quiet, peace, rest, enjoyment, comfort, or convenience of individuals or the public; or
  - 5.2.2 exceeds the Sound Levels prescribed in this Bylaw.

Bylaw 4981

- 5.3 Despite compliance with Part 6, a person may be found in violation of sections 5.1 or 5.2.

## **Part 6 Objectionable Noises or Sounds**

- 6.1 Without limiting sections 5.1 to 5.3 the following noises or sounds are deemed to disturb the quiet, peace, rest, enjoyment, comfort or convenience of individuals or the public and are prohibited:
- 6.1.1 any noises or sounds produced within or outside a Motor Vehicle and created by the following:
- (a) a Motor Vehicle engine or exhaust system when such noises or sounds are loud, roaring or explosive;
  - (b) a Motor Vehicle horn or other warning device except when authorized by law;
  - (c) a Motor Vehicle operated in such a manner that the tires squeal;
  - (d) a load or tow of a Motor Vehicle which causes a banging, clanking, squealing, or other like noise or sound due to improperly secured load or equipment, or inadequate maintenance;
  - (e) a radio, television, tape player or other sound playback device, amplification equipment, or a musical instrument, which can easily be heard by a person outside the Motor Vehicle.
- 6.1.2 any of the following noises or sounds:
- (a) Construction Noise:
    - (i) on a Sunday or a holiday;
    - (ii) before 0800 hours (8:00 a.m.) or after 1700 hours (5:00 p.m.) on a Saturday that is not a holiday;
    - (iii) before 0730 hours (7:30 a.m.) or after 1730 hours (5:30 p.m.) on any other day that is not a Saturday, Sunday or a holiday;

Amendment  
Bylaw 5215 (iv) despite subsections (i) – (iii), in the areas shown outlined in heavy black line on Schedule B, before 0630 hours (6:30 a.m.) or after 1930 hours (7:30 p.m.) on any day.

(b) Power equipment:

(i) on a Sunday or holiday;

(ii) during the Night;

(c) Noises or sounds from operation of a lawnmower;

(i) before 1100 hours (11:00 a.m.) or after 1600 hours (4:00 p.m.) on a Sunday or holiday;

(ii) before 0800 hours (8:00 a.m.) or after 2000 hours (8:00 p.m.) on any other day;

Bylaw 4500

(d) Noises or sounds from the loading or unloading of goods, materials, machines, equipment, waste or garbage by any means:

(i) on a Sunday or holiday;

(ii) before 0730 hours (7:30 a.m.) or after 1800 hours (6:00 p.m.) on any other day that is not a Sunday or holiday.

6.1.3 any noises or sounds, the occurrence of which extends continuously or non-continuously for 15 minutes or more which can be heard from a contiguous parcel, created by the following:

(a) a dog or any other animal or bird;

(b) a radio, record, tape, or disc player, television set, or other instrument or apparatus for the production or amplification of such;

(c) a burglar alarm or security system;

6.1.4 any noises or sounds resulting from the operation of a public address system outside of a building or structure;

6.1.5 in addition to the noises or sounds described in sections 6.1.1, 6.1.2, 6.1.3, or 6.1.4:

Bylaw 4500

- (a) any Continuous Sound that exceeds the following Sound Levels at the Point of Reception:

**Sound Level**

- |      |                  |        |
|------|------------------|--------|
| (i)  | during the Day   | 55 dBA |
| (ii) | during the Night | 45 dBA |

- (b) any Non-Continuous sound that exceeds the following Sound Levels at the Point of Reception:

**Sound Level**

- |      |                  |        |
|------|------------------|--------|
| (i)  | during the Day   | 80 dBA |
| (ii) | during the Night | 65 dBA |

- (c) any Construction Noise that exceeds a Sound Level at the Point of Reception:

**Sound Level**

- |     |                |        |
|-----|----------------|--------|
| (i) | during the Day | 80 dBA |
|-----|----------------|--------|

## **Part 7 Location of Point of Reception**

- 7.1 For the purpose of enforcing this bylaw, measurement of Sound Levels shall be made:

- 7.1.1 in the case of noises or sounds in or on a Highway, in a public park or in another public place, from a Point of Reception not less than 5 metres from the noises or sounds;
- 7.1.2 in the case of noises or sounds created by Construction, from a Point of Reception on any Premises, not including the Premises on which the Construction is taking place; and
- 7.1.3 in all other cases, from a Point of Reception not on the Premises upon which the source of the noise or sound is located.

## **Part 8 Exclusions**

- 8.1 This Bylaw does not apply to:

- 8.1.1 police, fire or other emergency personnel vehicles and equipment in relation to an emergency;

8.1.2 vehicles and equipment used to make emergency repairs to public utilities and services;

8.1.3 transit buses operated by a public authority;

8.1.4 work carried out by officers, employees or agents of the District;

Bylaw 4981

8.1.5 Extended Concrete Pours which have been temporarily exempted from the Construction Noise requirements contained in subsection 6.1.2 (a) of this Bylaw by the Director of Planning and Development Services, in accordance with Schedule A.

Bylaw 4981

8.2 Delegation of Authority:

8.2.1 The Director of Planning and Development Services is authorized to consider applications for exemptions from the restrictions related to Construction Noise contained in subsection 6.1.2 (a) of this Bylaw for Extended Concrete Pours, in accordance with Schedule A of this Bylaw.

8.2.2 The Director of Planning and Development Services shall approve applications for exemptions that meet the definition of Extended Concrete Pour and the requirements in Schedule A of this Bylaw.

## Part 9 Enforcement

9.1 Every Bylaw Enforcement Officer is authorized to enforce this Bylaw, and, for that purpose, may enter at all reasonable times any real property to ascertain whether the provisions of this Bylaw are being observed.

## Part 10 Penalty

10.1 Every person who violates a provision of this bylaw, or who consents, allows, or permits an act or thing to be done in violation of a provision of this bylaw, or who neglects or refrains from doing anything required by a provision of this bylaw, is guilty of an offence and is liable, upon summary conviction, to a fine not exceeding \$50,000 and not less than \$2,500.

10.2 Each day that a violation continues or exists under this bylaw is a separate offence.

10.3 No person may interfere with an Enforcement Officer in issuing a ticket or bylaw notice or otherwise carrying out his or her duties in accordance with this bylaw, and it is an offence for any person to interfere with an Enforcement Officer in the enforcement of this bylaw.

Amendment  
Bylaw No.  
5310, 2024

- 10.4 No person shall interfere with or obstruct the entry of the Enforcement Officer onto any land, into any building, or any vehicle to which entry is made or attempted pursuant to the provisions of this bylaw.
- 10.5 In addition to the remedies, penalties, and fines specified within this bylaw, a person found in contravention of this bylaw may be subject to penalties imposed by way of a municipal ticket information or a bylaw offence notice.

## Schedules

Schedule A – Exemptions for Extended Concrete Pours

Schedule B – Rodgers Creek and Cypress Village Construction Noise Areas

Amendment  
Bylaw 5215

READ A FIRST TIME on April 11, 2005

READ A SECOND TIME on April 11, 2005

READ A THIRD TIME on April 11, 2005

ADOPTED by the Council on May 9, 2005

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Municipal Clerk

## Schedule A – Exemptions for Extended Concrete Pours

1. A person may apply to the Director of Planning and Development Services for a temporary exemption from the restrictions related to Construction Noise contained in subsection 6.1.2 (a) of this Bylaw for Extended Concrete Pours.
2. An application for an exemption from section 6.1.2 (a) of this Bylaw must be submitted for each building to which it applies to the Director of Planning and Development Services:
  - 2.1 at least 45 days before the start of the proposed exempted period;
  - 2.2 in a format and with content satisfactory to the Director of Planning and Development Services, including but not limited to the following information:
    - a) name, address, and telephone number of the applicant;
    - b) the address and building permit number of the construction site;
    - c) the reason(s) the exemption is sought including supporting documentation as applicable;
    - d) a description of the proposed works to be undertaken;
    - e) the period of time for which the exemption is desired;
    - f) a statement of the measures planned or presently being taken to minimize the sound or noise for which the exemption is being sought; and
    - g) proof of payment of the non-refundable application fee pursuant to the *Fees and Charges Bylaw*, as amended or replaced.
  - 2.3 in addition to the requirements of section 2.2, the Director of Planning and Development Services may request further details regarding the proposed exempted works, including a review by an independent industry expert at the cost of the applicant.
3. Any exemption granted by the Director of Planning and Development Services shall specify the time period during which it is effective and may

- contain such terms and conditions as the Director of Planning and Development Services sees fit.
4. The decision of the Director of Planning and Development Services is final.
  5. When an exemption is granted by the Director of Planning and Development Services the applicant may be required to, at least seven (7) days before the commencement of the exemption period, distribute a notice to all parcels within a 100 m radius of the site. The notice shall be in a form and with content satisfactory to the Director of Planning and Development, such as to advise of the nature of the exemption. The applicant shall also post a sign at the construction site advising of the nature of the exemption.



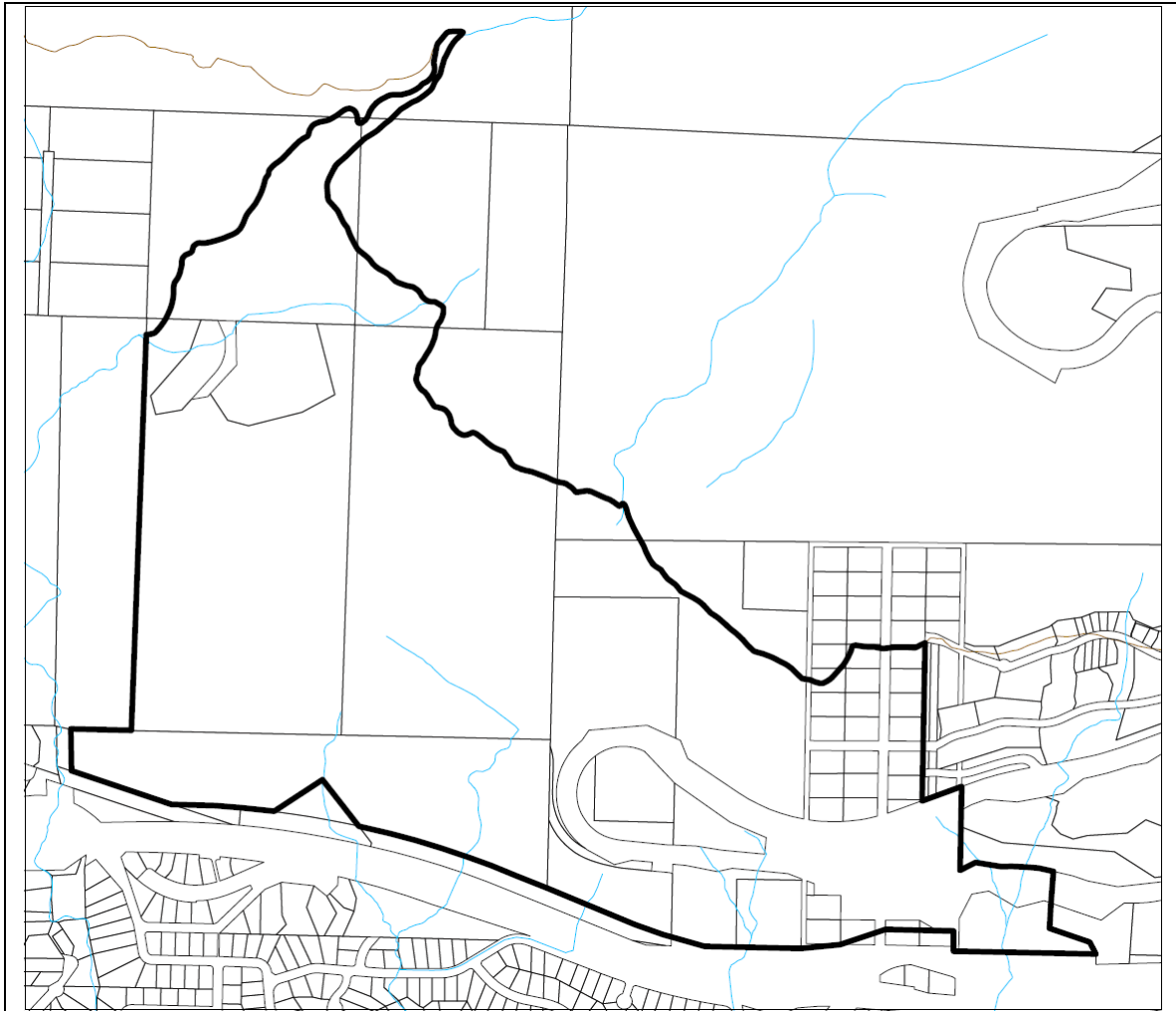


Figure 2: Cypress Village



COLLINGWOOD  
SCHOOL

March 13, 2026

To Whom It May Concern,

Collingwood School is writing to request a Private Special Events Exemption from Noise for its annual Spring Fair.

### 3.1.2

#### About the Event

Collingwood School hosts the annual Spring Fair for our students, families, and neighbours each year in our School buildings and on the athletics field at the Morven Drive Campus. The event is scheduled for **Saturday, May 9, 2026, from 11:00am-3:00pm.**

This event does not feature music or any amplified speeches and many activities are located inside of our School buildings. There are some inflatable games for younger children on the field which are powered by electricity and not by a generator. The afternoon ends at 3:00pm with an additional hour or so required for clean-up.

#### Notification to Neighbours

This event is also open to our neighbours and as we have done previously, we will be sending a letter by Canada Post in April to all surrounding residences with an invitation (a draft letter is included in this package). Of note, last year our Spring Fair was attended by 31 Morven Campus Neighbours that were not already members of our School community.

### 3.1.3.

#### Parking Plan and Traffic Mitigations

The majority of parking will be in our underground lot, and we open up student, staff and faculty parking to accommodate as much parking as we can on site. We also ensure we have our own parking patrol on duty to manage traffic flow and overflow parking.

**UPDATED:** We are hoping to hear back from Kevin Woodhouse at the District about whether Hugo Ray Park may be available as a staging area for additional cars and a point from which we can operate a shuttle to help mitigate parking in the neighbourhood. The Hugo Ray parking rental is more cost effective than renting other parking areas but we currently also have a hold on the parking area with St. David's Church on Taylor Way should Hugo Ray not be available. We will offer a shuttle service for our families to reduce traffic flow in the neighborhood.

.../2

All messaging out to families includes reminders to be respectful of neighboring properties. We will encourage our families and staff to utilize our shuttle bus from the rental parking lot. We also emphasize that municipal bylaws will be enforced, and parking violations will be ticketed.

A parking plan from our Director of Facilities and Transportation is also in the attached package.

### **3.1.4**

#### **Third Party Operators**

**UPDATED:** Here is a list of third-party operators:

Vancouver Party Works (inflatable rides)

Food trucks/vendors: Dicky's Dumps, Coffee Bike Canada, Japadog, Tacofino, Mom's Grilled Cheese, Sparkling Ride (activities),

### **3.1.5**

#### **Additional Permits**

Temporary food service permits will be obtained for food vendors who do not already have annual permits.



COLLINGWOOD  
SCHOOL

April 1, 2026

Dear Glenmore Neighbour,

Each year, we invite our families to the Morven Campus to celebrate our Spring Fair. We were pleased that 31 of our Morven neighbours joined us last year and we would like to extend an invitation to join us once again on Saturday, May 9 from 11:00am-3:00 pm. You may RSVP [here](#).

Spring Fair features food trucks parked along our ring road near the School's main entrance and inflatable games for younger children on the field (with electricity being used to power them). There will also be many activities located inside of our School buildings to keep some of the noise inside.

In an effort to help mitigate parking in the surrounding neighbourhood, we have made arrangements to rent off site parking and will be running a shuttle to and from the school for our staff and families. We are also opening our underground parking area to accommodate as many cars as we can on site.

As per the District of West Vancouver's Private Special Event Exemption from Noise Bylaw policy, we are seeking your support for this event. Please submit any feedback or decisions to the Bylaw Department at [bylawdept@westvancouver.ca](mailto:bylawdept@westvancouver.ca). If you have any questions or concerns, you may also email Ms. Nielsen at [angela.nielsen@collingwood.org](mailto:angela.nielsen@collingwood.org).

Thank you for your consideration and support.

Warmly,

Angela Nielsen, Executive Director, Marketing & Stakeholder Communications

*P.S. We would also like to provide neighbours with early notice that we will also be submitting a noise exemption for our annual Grade 12 Commencement Ceremony in June. Commencement is a much smaller event than Spring Fair as it is reserved for our graduating class and families only. As we have done in the past, this 90-minute event includes a bagpiper to lead the graduates onto the stage, followed by amplified speeches (with speakers aimed at the building, away from surrounding houses), and musical performances by our student choir. You will receive another stand-alone letter with more information in a subsequent letter drop in May.*

NAME	ADDRESS	CITY	POSTAL CODE
RESIDENT	87 DEEP DENE PLACE	WEST VANCOUVER, BC	V7S 1A3
RESIDENT	101 DEEP DENE PLACE	WEST VANCOUVER, BC	V7S 1A3
RESIDENT	78 DEEP DENE ROAD	WEST VANCOUVER, BC	V7S 1A2
RESIDENT	80 DEEP DENE ROAD	WEST VANCOUVER, BC	V7S 1A2
RESIDENT	81 DEEP DENE ROAD	WEST VANCOUVER, BC	V7S 1A1
RESIDENT	84 DEEP DENE ROAD	WEST VANCOUVER, BC	V7S 1A2
RESIDENT	85 DEEP DENE ROAD	WEST VANCOUVER, BC	V7S 1A1
RESIDENT	88 DEEP DENE ROAD	WEST VANCOUVER, BC	V7S 1A2
RESIDENT	92 DEEP DENE ROAD	WEST VANCOUVER, BC	V7S 1A2
RESIDENT	96 DEEP DENE ROAD	WEST VANCOUVER, BC	V7S 1A2
RESIDENT	100 DEEP DENE ROAD	WEST VANCOUVER, BC	V7S 1A2
RESIDENT	102 DEEP DENE ROAD	WEST VANCOUVER, BC	V7S 1A2
RESIDENT	106 DEEP DENE ROAD	WEST VANCOUVER, BC	V7S 1A2
RESIDENT	68 GLENGARRY CRESCENT	WEST VANCOUVER, BC	V7S 1B5
RESIDENT	72 GLENGARRY CRESCENT	WEST VANCOUVER, BC	V7S 1B5
RESIDENT	76 GLENGARRY CRESCENT	WEST VANCOUVER, BC	V7S 1B5
RESIDENT	82 GLENGARRY CRESCENT	WEST VANCOUVER, BC	V7S 1B5
RESIDENT	85 GLENGARRY CRESCENT	WEST VANCOUVER, BC	V7S 1B4
RESIDENT	87 GLENGARRY CRESCENT	WEST VANCOUVER, BC	V7S 1B4
RESIDENT	90 GLENGARRY CRESCENT	WEST VANCOUVER, BC	V7S 1B5
RESIDENT	91 GLENGARRY CRESCENT	WEST VANCOUVER, BC	V7S 1B4
RESIDENT	95 GLENGARRY CRESCENT	WEST VANCOUVER, BC	V7S 1B4
RESIDENT	99 GLENGARRY CRESCENT	WEST VANCOUVER, BC	V7S 1B4
RESIDENT	5 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A5
RESIDENT	6 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A4
RESIDENT	7 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A5
RESIDENT	8 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A4
RESIDENT	9 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A5
RESIDENT	10 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A4
RESIDENT	11 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A5
RESIDENT	12 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A4
RESIDENT	13 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A5
RESIDENT	14 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A4
RESIDENT	15 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A5
RESIDENT	16 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A4
RESIDENT	17 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A5
RESIDENT	18 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A4
RESIDENT	19 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A5
RESIDENT	20 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A4
RESIDENT	22 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A4
RESIDENT	23A GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A5
RESIDENT	23B GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A5
RESIDENT	23C GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A5
RESIDENT	24 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A4
RESIDENT	25A GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A5
RESIDENT	25B GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A5
RESIDENT	26 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A4
RESIDENT	27A GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A5
RESIDENT	27B GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A5
RESIDENT	28 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A4
RESIDENT	29 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A5
RESIDENT	30 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A4
RESIDENT	31 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A5
RESIDENT	32 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A4
RESIDENT	33 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A5
RESIDENT	34 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A4

RESIDENT	35 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A5
RESIDENT	36 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A4
RESIDENT	37 GLENMORE DRIVE	WEST VANCOUVER, BC	V7S 1A5



## COLLINGWOOD SCHOOL

### **Event Summary**

On May 9, 2026, Collingwood school will be hosting our annual Spring Fair for our students, families and neighbours. Based on previous attendance records we would anticipate around 800 attendees.

### **Anticipated Vehicle Traffic**

The majority of our families will typically travel in one vehicle. Given this we would anticipate somewhere around 350 vehicles requiring parking for this event.

### **Onsite Parking Availability**

We will maximize our onsite parking in our underground parkade which will be able to accommodate 140 cars in an attempt to contain as many of these vehicles on our property as capacity allows for.

Parking will be directed by school personnel to ensure all areas are parked to full capacity prior to us shutting down vehicle access to our site.

We will be securing a rental parking lot off site for this event and will be offering a shuttle bus for the duration of the event for staff and families in an effort to reduce traffic flow in the neighborhood.

### **Street Parking**

Once our onsite parking is at capacity any additional vehicles arriving onsite will be required to park in legal street parking in the surrounding neighborhood. In order to mitigate impacts on the surrounding neighborhood, the school has taken/will take the following actions:

- In all communications to our families regarding this event, we are stressing the importance of carpooling and to park in legal street parking zones only.
- In all communications to our families regarding this event, we are encouraging use of the shuttle service described above.
- On the day of the event school personnel will cone off and/or caution flag designated no parking zones in a roughly 1 block radius of the school site.
- Additional school personnel from our other campus site will be onsite and stationed on various approach roads to the school (Morven Drive, Glengarry Cres, Deep Dene) in an attempt to deter attendees from parking in an illegal or disrespectful manner.

Please don't hesitate to contact me should further clarification be required.

Sincerely,

Kevin Zweep  
Director of Facilities and Transportation