



MEMORANDUM

Date: January 29, 2025 File: 0282-20-0193
 To: Mayor & Council
 From: Matthew O'Connor, Manager, Bylaw & Licensing Services
 Hope Dallas, Senior Manager, Legislative Services/Corporate Officer
 Re: **Private Special Events Exemption from Noise Policy 0193**

RECOMMENDATION:

THAT proposed Private Special Events Exemption from Noise Policy 0193 be approved.

The District of West Vancouver is a unique, vibrant community that celebrates many private, cultural, and special events. Currently there exists no available avenue for members of the public to request an exemption from the Noise Control Bylaw No. 4404, 2005 for private events or celebrations. For staff to provide exemption to any municipal bylaw, they would require Mayor and Council approval. Fees for a private special event noise bylaw exemption application are \$153.00, as noted in the Fees and Charges bylaw.

This policy seeks to delegate staff the authority to exempt private parties and special events of 80 guests or less from the Noise Control Bylaw No. 4404, 2005, Sections 5 and 6, within reason. It also outlines the necessary requirements for members of the public who may request non-enforcement for a private event. This would allow staff to streamline exemption requests within a reasonable scope, while publicly identifying the requirements for members of the public. Additionally, this would look to encourage responsible operation of these events and engage the surrounding community in approving the proposed event or activity.

Furthermore, by clearly outlining the scope of what staff can exempt, larger scale event operators would know that their requests must go through Council. Larger events have more significant effects on the surrounding community, which staff would not be permitted to exempt. Finally, by permitting staff the authority to review and exempt private events on a small-scale, the District will look to encourage responsible celebration within our community.

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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 Sections 5 and 6 of Noise Control Bylaw No. 4404, 2005 (as amended), for small-scale special events and private parties of 80 guests or less.

2. Scope

- 2.1. This policy applies to members of the public looking to apply for exemption of Section 5 and 6 of the Noise Control Bylaw 4404, 2005 (as amended), for the purpose of hosting a private party or special event of 80 guests or less.

3. Policy Statement

- 3.1. Persons requesting non-enforcement of sections 5 and 6 of the Noise Control Bylaw 4404, 2005 (as amended) for special events or private parties of 80 guests or less must:
 - 3.1.1. Submit a written request to the District's Bylaw & Licensing Services Department at least forty (40) days prior to the event;
 - 3.1.2. Provide a written description of the proposed event, including date, time and duration, and purpose of the event to the surrounding properties within a 100-metre radius and obtain written concurrence from 80% of the properties;
 - 3.1.3. Provide to the District a parking plan;
 - 3.1.4. Identify any third-party operators who may be attending for the purpose of the special event or private party and provide their valid Business Licence to operate in the District; and
 - 3.1.5. Obtain all necessary permits from the British Columbia Liquor and Cannabis Regulation Branch and Vancouver Coastal Health, as may be required, prior to the event.
- 3.2. Staff will assist the applicant in determining the properties to be notified and surveyed and review the information submitted. Staff may approve the request, request modifications to the request in order for approval to be granted, reject the request, or refer the matter to Council.
- 3.3. Applications for special events or private parties of greater than 80 guests will not be reviewed by staff and require Council exemption.

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- 3.4. Applications for special events or private parties between the hours of 12 a.m. and 7 a.m. will not be reviewed by staff and require Council exemption.

4. Authority

- 4.1. Council delegates authority to staff to exempt private parties and special events of 80 guests or less from the Noise Control Bylaw No. 4404, 2005 (as amended), Sections 5 and 6, within reason.

5. Related Documents

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

6. Approval

Approved by	<input type="checkbox"/> Municipal Manager	<input checked="" type="checkbox"/> Mayor and Council
Approval date	Click here to enter a date.	
Council minutes eDocs # (Council Policies only)		
Council report eDocs # (Council Policies only)		
Signature	<div style="border: 1px solid black; width: 300px; height: 40px; margin: 0 auto; display: flex; align-items: center; justify-content: center;"> X </div>	

7. 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	2025	

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