



District of West Vancouver

**Official Community Plan Bylaw No. 4985, 2018,  
Amendment Bylaw No. 5375, 2025**

Effective Date:

District of West Vancouver

# Official Community Plan Bylaw No. 4985, 2018, Amendment Bylaw No. 5375, 2025

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District of West Vancouver

## **Official Community Plan Bylaw No. 4985, 2018 Amendment Bylaw No. 5375, 2025**

A bylaw to amend the Official Community Plan to update policy in the “Area-Specific Guidelines” regarding the Wildfire Hazard Development Permit Area.

Previous amendments: Amendment bylaws 5008, 5045, 5054, 5057, 5064, 5074, 5076, 5120, 5135, 5128, 5172, 5231, 5222, 5280, 2301, 5335, 5291, and 5362.

WHEREAS the Council of The Corporation of the District of West Vancouver deems it expedient to update area-specific guidelines for the Wildfire Hazard Development Permit Area;

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

### **Part 1 Citation**

- 1.1 This bylaw may be cited as Official Community Plan Bylaw No. 4985, 2018, Amendment Bylaw No. 5375, 2025.

### **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 Amends Schedule ii: Area-Specific Policies and Guidelines**

- 3.1 Schedule ii [Area-Specific Policies & Guidelines] of Official Community Plan Bylaw No. 4985, 2018 is amended as follows:

3.1.1 By amending Policy HE6 “Lower Caulfeild Heritage Conservation Area” as follows:

(a) On Page 121 within Policy HE 6, deleting:

“1.2 Healthy trees and vegetation should be retained, taking into account protection of existing views and vistas, and access to sunlight.”

And replacing with:

“1.2 Healthy trees and vegetation should be retained, taking into account protection of existing views and vistas, access to sunlight and professional wildfire hazard protection recommendations.”

(b) “On page 122 within Policy HE 6, deleting:

“2.6 Traditional building materials and exterior finishes should be used – e.g., wood siding, wood-framed windows and doors, natural stone or brick masonry (including chimneys), and cedar shakes and shingles for roofing. Where stucco is proposed, it should be used in combination with other facing materials such as wood, stone, or brick”.

And replacing with:

“2.6 Wildfire resistant building materials and exterior finishes with traditional appearance should be used. Natural stone, brick masonry and/or “wood look” siding (e.g. cementitious, metal, or composite materials) should be used in conjunction with wildfire resistant windows, roofing, and doors. Intermittent use of stucco is preferred and should be used in combination with other fascia materials such as stone, brick or “wood look” siding.”

3.1.2 By amending Policy NE1 “Wildfire Hazard Development Permit Area Guidelines” as follows:

(a) On page 89, deleting “All lands shown as shaded yellow in the Wildfire Hazard Development Area Map NE 1 is designated as a Wildfire Hazard Development Permit Area”.

(b) On page 89, deleting the exemption clause “New development is exempted from the requirement for a Development Permit if the parcel of land is subject to a

covenant registered on title under Section 219 of the *Land Title Act* with Wildland Fire Management Requirements for construction of new buildings.”

And replacing with:

“New development is exempted from the requirement for a Development Permit under Policy NE 1 if the parcel of land is subject to an area-specific Development Permit Area that addresses wildfire hazards under s488 (1) (a) and (b) of the *Local Government Act*.”

- (c) On page 90, removing the map labelled as “Wildfire Hazard Development Permit Area Designation Map NE 1”

READ A FIRST TIME (MAJORITY VOTE IN THE AFFIRMATIVE) on  
February 24, 2025

PUBLICATION OF NOTICE OF PUBLIC HEARING on March 19 and 26, 2025

PUBLIC HEARING HELD on March 31, 2025

READ A SECOND TIME (MAJORITY VOTE IN THE AFFIRMATIVE) on [Date]

READ A THIRD TIME (MAJORITY VOTE IN THE AFFIRMATIVE) on [Date]

ADOPTED by the Council (MAJORITY VOTE IN THE AFFIRMATIVE) on [Date].

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Mayor

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Corporate Officer

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is not possible. District approval is required for removal of protected trees under Tree Bylaw No. 4892, 2016, as amended from time to time. Replacement trees or vegetation will be required by the District for removal of any trees over 20 cm DBH. The District may request the applicant submit supplemental information including tree assessments, and tree retention and restoration plans.

In addition, recognizing that there are applicants that have approved Development Permits or instream Development Permit applications for other Development Permit Area designations that have completed significant planning and design of their projects, staff are proposing to exempt these properties, for a period of time, from the requirement of a Wildfire Hazard Development Permit through a modification to the proposed Official Community Plan Amendment Bylaw. The proposed exemption text is as follows for Council's consideration:

Exemption	<p>For development on land within the portion of the Wildfire Hazard development permit area that was designated by Official Community Plan Bylaw 4985, 2018, Amendment Bylaw 5375, 2025, a development permit is not required for the purpose of that designation if:</p> <ol style="list-style-type: none"> <li>1. The work is already authorized by a valid development permit issued for one or more other development permit area designations, and the owner submits a complete building permit application for all of the work included in that issued development permit within 6 months of the adoption of Official Community Plan Bylaw 4985, 2018, Amendment Bylaw 5375, 2025.</li> <li>2. The work requires a development permit under a one or more other development permit area designations, a complete application for that development permit was submitted before the adoption of Bylaw 5375, 2025, and a complete building permit application for all of the work included in that development permit is submitted within one year of the adoption of Official Community Plan Bylaw 4985, 2018, Amendment Bylaw 5375, 2025.</li> </ol>
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For reference, a copy of proposed Official Community Plan Bylaw No. 4985, 2018, Amendment Bylaw No. 5375, 2025 that contains these proposed modifications is attached as Appendix A.

The following section provides the staff recommendation to modify the proposed Official Community Plan Amendment Bylaw as outlined in this memo, for consideration at the April 14, 2025 regular Council meeting.

**RECOMMENDATION**

THAT “Official Community Plan Bylaw No. 4985, 2018, Amendment Bylaw No. 5375, 2025” be modified by replacing NE1 policy guideline III(d) (page 93 of Schedule ii Area-Specific Policies & Guidelines in the Official Community Plan) with the following text:

d. If removal of trees greater than 20 cm DBH is recommended by the Qualified Professional for the purpose of reducing wildfire risk, an assessment of alternative options (e.g., pruning) for tree maintenance must be provided to avoid full removal where possible or rationale provided if an alternative to full removal is not possible. District approval is required for removal of protected trees under Tree Bylaw No. 4892, 2016, as amended from time to time. Replacement trees or vegetation will be required by the District for removal of any trees over 20 cm DBH. The District may request the applicant submit supplemental information including tree assessments, and tree retention and restoration plans.

THAT “Official Community Plan Bylaw No. 4985, 2018, Amendment Bylaw No. 5375, 2025” be modified by adding the following exemption to the table in the NE1 policy (page 91 of Schedule ii Area-Specific Policies & Guidelines in the Official Community Plan):

Exemption	<p>For development on land within the portion of the Wildfire Hazard development permit area that was designated by Official Community Plan Bylaw 4985, 2018, Amendment Bylaw 5375, 2025, a development permit is not required for the purpose of that designation if:</p> <ol style="list-style-type: none"> <li>1. The work is already authorized by a valid development permit issued for one or more other development permit area designations, and the owner submits a complete building permit application for all of the work included in that issued development permit within 6 months of the adoption of Official Community Plan Bylaw 4985, 2018, Amendment Bylaw 5375, 2025.</li> <li>2. The work requires a development permit under a one or more other development permit area designations, a complete application for that development permit was submitted before the adoption of Bylaw 5375, 2025, and a complete building permit application for all of the work included in that development permit is submitted within one year of the adoption of Official Community Plan Bylaw 4985, 2018, Amendment Bylaw 5375, 2025.</li> </ol>
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Date: March 17, 2025  
To: Mayor and Council  
From: Heather Keith, Senior Manager, Climate Action & Environment  
Re: Amendment to the Wildfire Hazard Development Permit Area Designation

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Page: 4

THAT “Official Community Plan Bylaw No. 4985, 2018 Amendment Bylaw No. 5375, 2025” be read a second time, as modified.

THAT “Official Community Plan Bylaw No. 4985, 2018 Amendment Bylaw No. 5375, 2025” be read a third time.

Author: 

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Heather Keith, Senior Manager, Climate Action & Environment

Appendices:

Appendix A – Modified proposed “Official Community Plan Bylaw No. 4985, 2018, Amendment Bylaw No. 5375, 2025”.



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And replacing with:

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(b) “On page 122 within Policy HE 6, deleting:

“2.6 Traditional building materials and exterior finishes should be used – e.g., wood siding, wood-framed windows and doors, natural stone or brick masonry (including chimneys), and cedar shakes and shingles for roofing. Where stucco is proposed, it should be used in combination with other facing materials such as wood, stone, or brick”.

And replacing with:

“2.6 Wildfire resistant building materials and exterior finishes with traditional appearance should be used. Natural stone, brick masonry and/or “wood look” siding (e.g. cementitious, metal, or composite materials) should be used in conjunction with wildfire resistant windows, roofing, and doors. Intermittent use of stucco is preferred and should be used in combination with other fascia materials such as stone, brick or “wood look” siding.”

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(a) On page 89, deleting “All lands shown as shaded yellow in the Wildfire Hazard Development Area Map NE 1 is designated as a Wildfire Hazard Development Permit Area”.

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(c) On page 90, removing the map labelled as “Wildfire Hazard Development Permit Area Designation Map NE 1”.

(d) On page 91, adding the following exemption clause:

Exemption	For development on land within the portion of the Wildfire Hazard development permit area that was designated by Official Community Plan Bylaw 4985, 2018, Amendment Bylaw 5375, 2025, a development permit is not required for the purpose of that designation if:  1. The work is already authorized by a valid development permit issued for one or more other development permit area designations, and the owner submits a complete building permit application for all of the work included in that issued development permit within 6 months of the adoption of Official Community Plan Bylaw 4985, 2018, Amendment Bylaw 5375, 2025.  2. The work requires a development permit under a one or more other development permit area designations, a complete application for that development permit was submitted before the adoption of Bylaw 5375, 2025, and a complete building permit application for all of the work included in that development permit is submitted within one year of the adoption of Official Community Plan Bylaw 4985, 2018, Amendment Bylaw 5375, 2025.
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(e) On page 93, deleting guideline III(d) in its entirety and replacing with the following:

d. If removal of trees greater than 20 cm DBH is recommended by the Qualified Professional for the purpose of reducing wildfire risk, an assessment of

alternative options (e.g., pruning) for tree maintenance must be provided to avoid full removal where possible or rationale provided if an alternative to full removal is not possible. District approval is required for removal of protected trees under Tree Bylaw No. 4892, 2016, as amended from time to time. Replacement trees or vegetation will be required by the District for removal of any trees over 20 cm DBH. The District may request the applicant submit supplemental information including tree assessments, and tree retention and restoration plans.

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READ A THIRD TIME (MAJORITY VOTE IN THE AFFIRMATIVE) on [Date]

ADOPTED by the Council (MAJORITY VOTE IN THE AFFIRMATIVE) on [Date].

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Mayor

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Corporate Officer