THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
NEIGHBOURHOOD CHARACTER WORKING GROUP MEETING NOTES
MAIN FLOOR CONFERENCE ROOM, MUNICIPAL HALL
WEDNESDAY, DECEMBER 19, 2018

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

1. CALL TO ORDER

The meeting was called to order at 5 p.m.

2. APPROVAL OF AGENDA

The Neighbourhood Character Working Group approved the December 19, 2018, agenda as circulated.

3. APPROVAL OF MEETING NOTES

The Neighbourhood Character Working Group approved the December 5, 2018, meeting notes as circulated.

REPORTS / ITEMS

4. Public Correspondence Update

There was no public correspondence received since December 5, 2018.

5. Member Updates

5.1 **Neighbourhood Character Categories:** Group discussion occurred on the categorization of neighbourhood character issues by Size, Concrete, Landscaping, Neighbour / Public Interface and Construction Impact.

The Neighbourhood Character Working Group agreed to add one more category titled Housing Diversity and change Concrete to Unnatural Hard Surfaces/Fences.

The Neighbourhood Character Working Group agreed to receive Councillor P. Lambur's sample neighbourhood definitions at the January 9, 2019 meeting.

5.2 **Definition of Process Approach**: group discussion occurred on the general approach to achieve success in bringing forward recommendations.

The Neighbourhood Character Working Group agreed on the process of; identifying the issue, recommend tools to deal with the issue, attempt to recognise pros and cons of solution.

5.3 **Key Issues:** round table discussion ensued validating the categories determined in item 5.1.

The Neighbourhood Character Working Group agreed for S. Nicholls to bring forward commonality of previous issues into each category.

5.4 Work Plan Break Down, Target Date Setting: Group discussion occurred.

The Neighbourhood Character Working Group agreed on two presentations for January 23, 2019 meeting as well as a key date outline;

1. Educational Topic Presentation: Case Study presented by L. Fourie
2. Educational Topic Presentation: Built Character: Presented by staff

Key date outline:

Spring	2019	1st round of consultation (validation of issues/topics)
Fall	2019	2nd round of consultation (draft recommendations)
Winter	2019	Present recommendations to Council

6. Next Steps

6.1 Agenda for January 9, 2019 meeting: group discussion ensued on outcomes of next meeting.

The Neighbourhood Character Working Group decided on the following for the next meeting;

- Categorised Issues of Neighbourhood Character;
- Select Topic Leads;
- Sample Neighbourhood Definitions; and
- Communications Strategy Overview provided by staff.

PUBLIC QUESTIONS

7. PUBLIC QUESTIONS AND COMMENTS

Public provided comment on defining impermeable surfacing statements, providing a neighbourhood map, subgroups to invite citizen inclusion, heritage regulations in San Francisco.

8. ADJOURNMENT

The Chair adjourned the December 19, 2018, Neighbourhood Character Working Group meeting at 7 p.m.

Certified Correct:

Chair

Staff