

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER  
PLANNING COMMITTEE MEETING MINUTES  
MAIN FLOOR CONFERENCE ROOM, MUNICIPAL HALL  
WEDNESDAY, SEPTEMBER 25, 2024**

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Committee Members: R. Hollingsworth (Chair), L. Burger, D. Hawreluk, D. Milliken, M. Vaughan, H. Wood, C. Yao; and Councillor Thompson attended the meeting in the Main Floor Conference Room, Municipal Hall. Absent: S. Nicholls, and R. Brown.

Staff: J. Bailey, Director, Planning & Development Services (Staff Representative); D. Hawkins, Senior Manager, Community Planning & Sustainability; M. McGuire, Senior Manager, Current Planning & Urban Design; P. Cuk, Manager, Legislative Services/Deputy Corporate Officer; T. Azuma, Committee & Policy Coordinator; and J. Kuzmich, Planning Clerk (Committee Clerk) attended the meeting in the Main Floor Conference Room, Municipal Hall.

**1. CALL TO ORDER**

The meeting was called to order at 10:31 a.m.

**2. Election of Chair**

Committee members introduced themselves and commented regarding the Committee's Terms of Reference.

It was Moved and Seconded:

THAT Steve Nicholls be elected as Co-Chair for 2024.

CARRIED

It was Moved and Seconded:

THAT Russell Hollingsworth be elected as Co-Chair for 2024.

CARRIED

**3. Committee Meeting Schedule**

It was Moved and Seconded:

THAT the Planning Committee Meeting Schedule for 2024 be adopted as follows:

- October 23, 2024 at 10:30 a.m.; and
- November 20, 2024 at 10:30 a.m.

CARRIED

It was Moved and Seconded:

THAT all remaining Planning Committee meetings for 2024 be held in-person in the Main Floor Conference Room, Municipal Hall.

CARRIED

Committee members queried on meeting procedure. Staff and Councillor Thompson answered questions. It was suggested that a discussion to amend meeting times be heard at a later date.

#### 4. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the September 25, 2024 Planning Committee meeting agenda be approved as circulated.

CARRIED

### REPORTS / ITEMS

#### 5. **Committee Introduction**

Staff and Councillor Thompson commented on how the Planning Committee could benefit staff and decision making and the role of the Planning Committee within the larger body of advisory committees.

Committee members discussed the role and objectives of the Planning Committee including:

- Providing big-picture analyses for long range planning initiatives and policy development and/or updates (e.g. Ambleside Local Area Plan and review of existing and planned design guidelines); and
- General design review of development permit applications for larger projects as referred by Council and/or the Director, Planning & Development Services.

Committee members voiced concerns including:

- The frequency of Committee meetings to effectively discuss long-term projects; and
- The development of subcommittees.

Staff commented that additional and/or evening meetings could be added as necessary.

T. Azuma left the meeting at 11:22 a.m. and did not return.

It was suggested that smaller projects that would benefit from Committee guidance be added to future agendas by staff as needed.

Members discussed the potential of advising on heritage projects. Staff commented

that heritage projects would be referred to the Committee by Council and/or staff as necessary.

P. Cuk left the meeting at 11:30 a.m. and did not return

It was Moved and Seconded:

THAT the discussion regarding Committee Introduction be received for information.

CARRIED

J. Bailey left the meeting at 11:34 a.m. and returned at 11:36 a.m.

## **6. Ambleside Local Area Plan Commercial Areas**

D. Hawkins (Senior Manager, Community Planning & Sustainability) provided a presentation. Staff responded to the Committee's questions.

Committee members provided comments on:

- Supporting the work to date, the materials provided, and how the Local Area Plan has progressed to this point;
- Highlighting the Hollyburn area as an example of where higher density makes sense;
- Adding more density to commercial zones to enable redevelopment;
- Encouraging greater density to prioritize financially viable development in the Local Area Plan;
- The fundamental risk that the Local Area Plan becomes another example of work in Ambleside that does not lead to any actual change;
- A cohesive vision for the commercial area;
- Addressing equity concerns regarding spot zoning;
- Whether sites are considered developable within 5 or 20 years based on existing conditions and the potential densities and heights;
- Land ownership in Ambleside; and
- Providing for increased flexibility in zoning recognizing how the market will evolve (e.g. regarding retail and office demand).

Councillor Thompson relayed Council considerations on balancing land use change and development in Ambleside with public opinion and village feel.

Committee members suggested that the October meeting focus on a more "macro-level" discussion around overarching planning objectives the District should pursue with part of the conversation focused on project economics to deliver the intended outcomes of planning directions.

It was Moved and Seconded:

THAT the memorandum titled Ambleside Local Area Plan (LAP): Commercial Areas provided by the Senior Manager, Community Planning & Sustainability be received for information.

CARRIED

It was Moved and Seconded:

THAT the discussion regarding Ambleside Local Area Plan Commercial Areas be received for information.

CARRIED

Councillor Thompson left the meeting at 12:34 p.m. and did not return.

## **7. PUBLIC QUESTIONS**

J. Mawson (West Vancouver) commented on the Planning Committee's role in reviewing built heritage and noted concern regarding the retention rate of existing homes and buildings. He suggested that the Committee discuss supporting "retention and infill" from a business perspective to understand what could make it more competitive.

D. DeCosta (West Vancouver) suggested that the Planning Committee discuss the merits of incentives and noted that previous Ambleside planning failures were due to a lack of successful incentives.

N. Smith (West Vancouver) highlighted the importance of considering accessibility for seniors in planning.

## **8. NEXT MEETING**

Staff confirmed that the next Planning Committee meeting is scheduled for October 23, 2024 at 10:30 a.m. and held in-person in the Main Floor Conference Room, Municipal Hall.

## **9. ADJOURNMENT**


It was Moved and Seconded:

THAT the September 25, 2024 Planning Committee meeting be adjourned.

CARRIED

The meeting adjourned at 12:44 p.m.

Certified Correct:

  
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Chair

  
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Committee Clerk