

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
PLANNING COMMITTEE MEETING MINUTES
COUNCIL CHAMBER, MUNICIPAL HALL
WEDNESDAY, JANUARY 28, 2026**

Committee Members: R. Hollingsworth (Chair), D. Hawreluk, S. Nicholls, M. Vaughan, H. Wood, C. Yao, and Councillor S. Thompson attended the meeting in the Council Chamber, Municipal Hall. Absent: R. Brown and D. Milliken

Staff: J. Bailey, Director, Planning, Development, and Environment Services (Staff Representative); D. Hawkins, Senior Manager, Community Planning and Sustainability; M. McGuire, Senior Manager, Current Planning and Urban Design; and J. Kuzmich, Planning Technician (Committee Clerk) attended the meeting in the Council Chamber, Municipal Hall.

1. CALL TO ORDER

The meeting was called to order at 4:02 p.m.

2. Welcome to Members and Election of Chair

It was Moved and Seconded:

THAT Russell Hollingsworth be elected as Chair for 2026.

CARRIED

It was Moved and Seconded:

THAT Steve Nicholls be elected as Acting Chair for 2026.

CARRIED

3. Committee Meeting Schedule

It was Moved and Seconded:

THAT the Planning Committee Meeting Schedule for 2026 be adopted as follows:

- February 25, 2026 at 4 p.m.;
- March 11, 2026 at 4 p.m.;
- April 22, 2026 at 4 p.m.;
- May 27, 2026 at 4 p.m.;
- June 24, 2026 at 4 p.m.;
- July 22, 2026 at 4 p.m.;
- September 23, 2026 at 4 p.m.;
- October 28, 2026 at 4 p.m.; and
- November 25, 2026 at 4 p.m.

CARRIED

It was Moved and Seconded:

THAT all remaining Planning Committee meetings for 2026 be held in-person in the Raven Room, Municipal Hall.

CARRIED

4. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the January 28, 2026 Planning Committee meeting agenda be approved as circulated.

CARRIED

5. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the November 26, 2025 Planning Committee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

6. Streamlining Development Regulations and Processes

Members discussed concerns with the development application process such as:

- Onerous and costly procedures for smaller development such as coach houses and multiplexes;
- Uncertainty for developers regarding the timeline, cost, and expectations; and
- At a high level an observed risk aversion and at a site level detailed reviews leading to minutia being revised multiple times prior to approval.

Committee members discussed a culture resistant to change that leads to increased regulation and longer processing times contributing to less development and higher housing prices. Specifically, it was noted that a cultural shift would need to be endorsed/led by senior staff and Council.

Members noted areas of improvement including:

- Simpler regulations and procedures for processing coach houses and multiplexes;
- Improved collaboration between departments regarding risk and liability; and
- Increased oversight of applicant quality through professional regulatory bodies to improve overall quality of the applications submitted.

It was Moved and Seconded:

THAT the Planning Committee recommend that Council direct staff to consider improvements with the intent to provide more clarity for developers in the application review and approval process including:

1. Simplify regulations for building and development;
2. Eliminate regulations where appropriate to streamline building and development processes; and
3. Increase reliance on qualified professional submissions to reduce staff review times;

AND THAT the Planning Committee recommend that Council direct staff to consider referring the discussion back to the Planning Committee at a future date.

CARRIED

7. 2026 Annual Work Plan

Members noted support for being referred larger policy discussions, continuing to review form and character of larger development projects, and using all proposed meetings to discuss topics in line with the Committee's Terms of Reference.

It was Moved and Seconded:

THAT the discussion regarding the 2026 Annual Work Plan be received for information.

CARRIED

8. PUBLIC QUESTIONS

There were no questions.

9. NEXT MEETING

Staff confirmed that the next Planning Committee meeting is scheduled for February 25, 2025 at 4 p.m. and held in-person in the Raven Room, Municipal Hall.

10. ADJOURNMENT

It was Moved and Seconded:

THAT the January 28, 2026 Planning Committee meeting be adjourned.

CARRIED

The meeting adjourned at 5:25 p.m.

Certified Correct
s. 22(1)
s. 22(1)
Chair

s. 22(1)
Committee Clerk