

COUNCIL CORRESPONDENCE UPDATE TO MAY 22, 2024 (8:30 a.m.)

Correspondence

- (1) May 10, 2024, regarding Proposed Woodcrest Townhomes**
- (2) 2573 Cadets Support Committee, May 15, 2024, regarding “Invitation - 2573 Cadets Annual Ceremonial Review”**
- (3) May 16, 2024, regarding “4798 Highway - Public Information Meeting May 15 2024”**
- (4) West Vancouver Chamber of Commerce, May 16, 2024, regarding Upcoming Events**
- (5) 2 submissions, May 16 and 21, 2024, regarding Cemetery Weeds**
- (6) May 17, 2024, regarding “For the council. Idle free west van by laws”**
- (7) May 18, 2024, regarding “Russian roulette crossing 14th and Esquimalt daily.”**
- (8) S. Lord, May 22, 2024, regarding “Zoning Bylaw No. 4662, 2010, 5327, 2024 Home owner Submission”**
- (9) Committee and Board Meeting Minutes – Arts & Culture Advisory Committee meeting March 21, 2024; Board of Variance hearing April 17, 2024; Memorial Library Board meeting April 17, 2024; and Awards Committee meeting May 1, 2024**

Correspondence from Other Governments and Government Agencies

No items.

Responses to Correspondence

No items.

From: [REDACTED] s. 22(1)
Sent: Friday, May 10, 2024 12:03 PM
To: Mark Sager; Christine Cassidy; Nora Gambioli; Peter Lambur; Scott Snider; Sharon Thompson; Linda Watt; correspondence; [REDACTED] s. 22(1)

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To: West Vancouver council and mayor

RE: Proposed High-Density, Multi-Unit Development at Woodgreen Drive and Woodcrest Road

This development proposal must be completely rejected.

This project will destroy the very nature of our neighborhood, which is established completely of single family detached residences. This will have a huge detrimental impact on the value of our homes. The huge density impact in this confined area is completely in conflict with the limited roadway and amenities that are designed specifically for single family residential capacity. There will be massive traffic congestion in this restricted corridor that is the main roadway for residents travelling in and out of Cypress Park Estates. The value of our homes would be stringently diminished by the fact that buyers do not want a huge expanse of adverse density in the area where they are buying into a quiet, peaceful single family neighborhood.

The current infrastructure, in the entire area, for sewage and water amenities is aging and designed solely for single family residential capacity. West Vancouver taxpayers will not accept the burden of increased taxes to subsidize infrastructure upgrades for a conflicting, high-density project that all residents absolutely do not want.

Furthermore, once such a development is allowed to proceed, there will be no stopping unconscionable, profit-focused developers to continue consolidating and rezoning single family residential properties for high-density development throughout our neighborhood and West Vancouver.

We must make sure this proposed project is stopped. These profit-grabbing developers, with no concern for the huge detrimental impact on the neighborhood, are out to claw as much profits as possible; destroying the pristine nature of our quiet, tranquil single family neighborhoods. There is no place in the Cypress Park Estates neighborhood, and surrounding neighborhoods, for such a conflicting, dense development.

All residents in Cypress Park Estates, as well as all residents in the outlying single family residential neighborhoods in West Vancouver, vie to settle in these neighborhoods for the purely simple reason that it remains single-family residential. And we work very hard to maintain our homes and to continue to rightfully reside in such a beautiful neighborhood of single-family residences.

Cypress Bowl development is already going to meet the need for new housing in West Vancouver now and far into the near future.

[REDACTED] s. 22(1)

West Vancouver, BC

[REDACTED] s. 22(1)

From: 2573-6 Cadets Support Committee [REDACTED] s. 22(1)
Sent: Wednesday, May 15, 2024 9:24 AM
To: correspondence
Subject: Invitation - 2573 Cadets Annual Ceremonial Review
Attachments: Invitation 2573 Cadets ACR 2024 06 11.pdf

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Mayor Sager,

We would be honored to have you, or your designated representative, join us for the 2573 6 Engineer Squadron Royal Canadian Army Cadet Corps' 68th Annual Ceremonial Review on Tuesday June 11, 2024.

The parade begins at 6:45 followed by light refreshments. The formal invitation is attached. Please RSVP [HERE](#).

We would love to see you there.

[REDACTED] s. 22(1)
2573 Cadets Support Committee



On behalf of the Commanding Officer, Captain Casey Bramhoff

The Officers and Cadets of
2573 6 Engineer Squadron Royal Canadian Army Cadet Corps

You are cordially invited to our

68th Annual Ceremonial Review

To be held at the LCol J.P. Fell Armoury
1513 Forbes Avenue
North Vancouver, British Columbia

Tuesday, June 11, 2024

Please be seated no later than 6:45 PM

Light refreshments will be served following the parade

Questions may be directed to Capt Kaj Boysen
1513 Forbes Avenue
North Vancouver, BC V7M 2Y4
Kaj.Boysen@cadets.gc.ca



RSVP Here

From: [REDACTED] s. 22(1)
Sent: Thursday, May 16, 2024 11:26 AM
To: ewihelm@westvancouver.ca; correspondence
Cc: [REDACTED] s. 22(1)
Subject: 4798 Highway - Public Information Meeting May 15 2024

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West Vancouver
 Senior Community Planner
 Erik Wilhelm

Dear Erik,

I attended last night's Public Information meeting regarding the above property.

The meeting was poorly managed by the developer and owner, and got out of hand right from the start. It would have been better if all presenting parties, were in attendance, and at the podium, to answer the questions for their project.

I would like to express my personal concerns about the proposed development in a few key areas.

The Coach House was explained to the crowd by the developer as their right to build, but neglected to mention that the variances required were privileges to be granted.

The Coach house has many items that do not reflect the West Vancouver Coach House guidelines, as well as 2 serious Variances required.

Also, the proposed Home has a variance request in at least separate 3 areas, but they are being considered, as only one variance.

There was no traffic management plan.

There was no building timeline.

In fact, there was so many items that were left out or in direct conflict of the Lower Caulfeild Guidelines, West Vancouver Coach House Guidelines, and West Vancouver Variance Guidelines, they are difficult to include here.

The property is a difficult one to site on, and was priced in its sale that way.

However, the variances requested, must achieve a net social benefit for the community to even be considered.

This development can also be successfully re-done without variances as you know.

When I built in [REDACTED] s.22(1), we applied for two minor variances to improve [REDACTED] s.22(1).

These variances were of no benefit to our home or property.

We were denied by West Vancouver Planning, even though there was a real net social benefit to the community.

We had [REDACTED] s.22(1) neighbours with supporting letters for these variances, and support from the entire community.

As the developer and owner answered to the crowd clearly last night, there is no net social benefit to the neighbours or neighbourhood for the many variances being requested.

The variances clearly harms the neighbours and neighbourhood.

Last night, there were no supporting letters, or individuals for this project, just an overcrowded hall filled with many very upset homeowners regarding the proposed variances.

The meeting had the strong feeling of an unwanted task, the developer needed to merely get past a municipal requirement.

If they were looking for 100% negative feedback, they succeeded.

The District should not consider last night's meeting a success, and should ask the developer to reframe the project and return to the Public Information Meeting stage.

The developer should be encouraged to show a proper solution for all parties involved.

The disbanding of various West Vancouver planning committees , including the Lower Caulfeild Advisory Committee, has created the situation for opportunist projects like this to proceed.

We can do better than this.
The District must be consistent in its policies.
Either everybody is equal , or nobody is.

Thank you

s. 22(1)
[Redacted]

s. 22(1)
[Redacted]

[Redacted]

[Redacted]

From: West Vancouver Chamber of Commerce <info@westvanchamber.com>
Sent: Thursday, May 16, 2024 4:31 PM
To: correspondence
Subject: 📅 Spring Networking Social ~ Get Your Tickets!

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West Vancouver Chamber of Commerce

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REMINDER: Spring Networking Social at The Shed Cypress

Date: **Thursday, May 23rd, 2024**

Time: 4:30pm - 7:00pm

Location: The Shed Cypress Village

Join us for an evening of networking with fellow business members in your community. Enjoy delicious wood-fired pizza and refreshing beverages while making valuable connections.

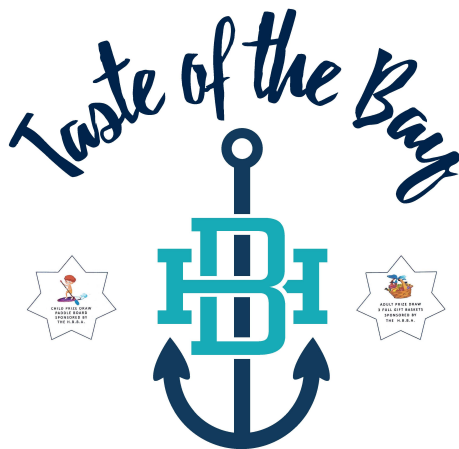


Get your [Tickets!](#) **Members \$10 ~ Non-Members \$25**

*Ticket includes Neapolitan style pizza and wine or beer. Cash bar.

Sponsored by:

BRITISH PACIFIC PROPERTIES



WEDNESDAY, MAY 29TH, 2024
5:30PM - 8:30PM

TICKETS ON SALE MAY 1ST: ADULTS \$30 / CHILDREN \$15
AVAILABLE AT TROLL'S BLENZ, GLENEAGLES COMMUNITY CENTRE

THREE ADULT PRIZE DRAWS LIVE MUSIC

KIDS PADDLE BOARD PRIZE DRAW

PADDLE YOUR WAY AROUND HORSESHOE BAY


HORSESHOE BAY
MILE ZERO OF THE SEA TO SKY



TASTE OF THE BAY

Wednesday, May 29th
530 - 830 PM

Your ticket is your passport to sip and sample your way through Horseshoe Bay village. Enjoy live music, activities for kids, vintage fire truck, a golf simulator & more.

Adult tickets are entered to win one of three prize baskets and child tickets are entered for a chance to win an inflatable standup paddle board.

Limited tickets are available and this annual event does sell out.

Tickets can be purchased at **Blenz** or **Troll's Restaurant** in Horseshoe Bay and at the **Gleneagles Community Center**.

< *Click poster to enlarge*

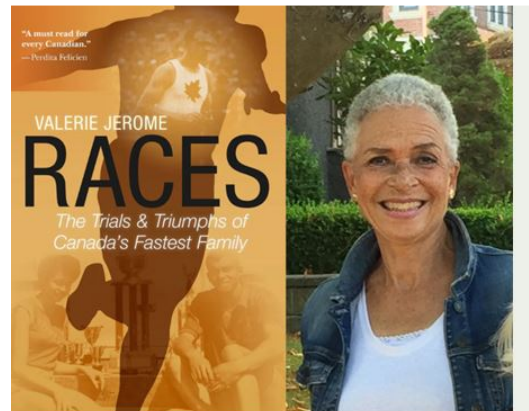
AN EVENING WITH VALERIE JEROME

Races - Trials and Triumphs of Canada's Fastest Family

Wednesday, May 22nd
7:30 pm - 9 pm
Kay Meek Centre

Join residents from across the North Shore as we track the history of Canada's fastest family with author, educator, and former Olympian, Valerie Jerome. Valerie will share insights from her latest memoir, *Races: The Trials and Triumphs of Canada's Fastest Family*, with former CBC anchor Kevin Evans for an evening of inspiration and discovery as we set the record straight on this heroic family's history and the racism they fought along the way.

[Tickets are complimentary](#) but going fast, so hurry to secure your seat.



Canadian sporting icon and author Valerie Jerome coming to West Van, May 22

Join fellow community members to hear about Canada's fastest family with author, educator, and former Olympian Valerie Jerome. Valerie will share insights from her latest memoir, *Races: The Trials and Triumphs of Canada's Fastest Family*. Hosted by former CBC anchor Kevin Evans, this will be an evening of inspiration and discovery as we learn about her family's history and the racism they fought along the way.

Kay Meek Centre
Wednesday, May 22nd, at 7:30 p.m.

[Tickets are complimentary](#) but going fast, so hurry to secure your seat.
Presented by West Vancouver Place for Sport and the Harry Jerome Oval Fundraising Committee

Click to enlarge >



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The West Vancouver Chamber of Commerce offers a variety of sponsorship opportunities that provide your business with the chance to be front and center in our community. Sponsors are an important part of our events! For further info: [SPONSORSHIP](#)

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2235 Marine Drive
West Vancouver, Bc V7V 1K5
Canada

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From: s. 22(1)
Sent: Thursday, May 16, 2024 11:41 AM
To: cemetery@westvanouver.ca; correspondence
Subject: cemetery weed control
Attachments: IMG_20240430_111558.jpg; IMG_20240430_111645.jpg

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Hello,

Last year I complained about the amount of weeds at s. 22(1) plot and was told a weed control plan was in the works.

Until then weed removal, I was told, was my responsibility. I weeded the plot.

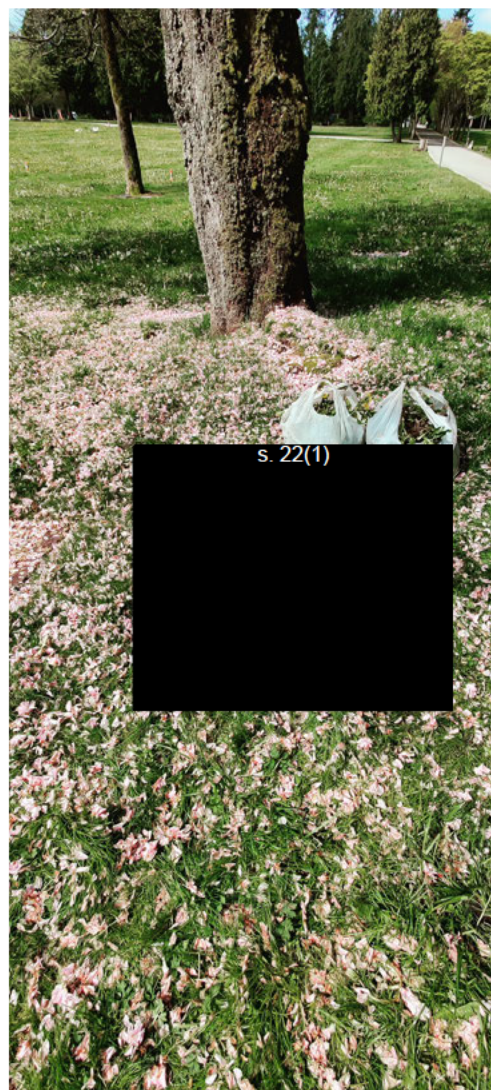
This year the weeds are worse. I have weeded the plot again, this time taking out twice as many weeds. Looking over the grounds nearby, there was a sea of dandelions.

What is the weed control plan going forward? s. 22(1) years old and may be unable to take this task on in the future.

Maintenance of the grounds (including weed control) was my reasonable expectation when I purchased the plot.

s. 22(1)

West Vancouver, BC s. 22(1)



From: [REDACTED] s. 22(1)
Sent: Tuesday, May 21, 2024 12:10 PM
To: cemetery@westvanouver.ca; correspondence
Subject: Cemetery weeds

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Hello,

Last year I complained about the amount of weeds at [REDACTED] s. 22(1) plot and was told a weed control plan was in the works.

Until then weed removal was my responsibility. I weeded out one bag.

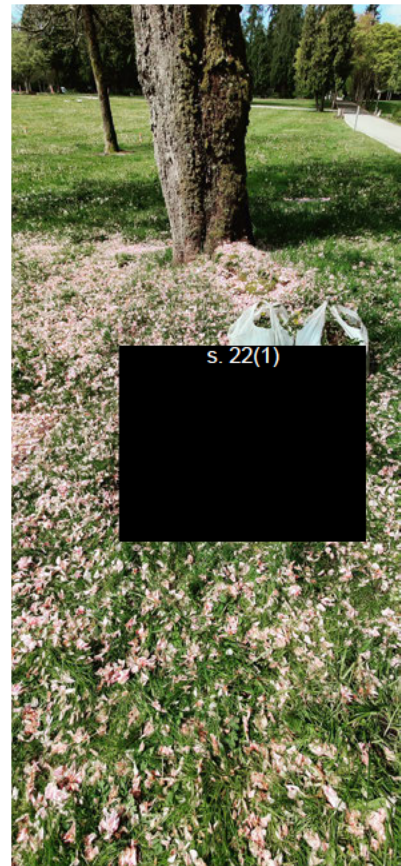
This year the weeds are worse. I have weeded the plot again, this time taking out two bags. Looking over the grounds, there was a sea of dandelions.

What is the weed control plan going forward? [REDACTED] s. 22(1) years old and may be unable to take this task on in the future.

Maintenance of the grounds was my reasonable expectation when I purchased the plot. The condition of the grounds currently is disrespectful to our loved ones who have passed away.

Regards,

[REDACTED] s. 22(1)
[REDACTED]
West Vancouver, BC [REDACTED] s. 22(1)



From: [Redacted] s. 22(1)
Sent: Friday, May 17, 2024 7:48 PM
To: correspondence
Subject: For the council. Idle free west van by laws

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Hello

Can we please implement an idle free west van by adding it to our bylaws?

Vancouver is currently idle free and has been for a long time.

It's become an issue with all the construction vehicles and increased population.

Thank you

[Redacted] s. 22(1)

West Van resident

[Redacted] s. 22(1)

[Redacted] s. 22(1)

[Redacted]

[Redacted]

From: s. 22(1)
Sent: Saturday, May 18, 2024 10:27 PM
To: correspondence
Subject: Russian roulette crossing 14th and Esquimalt daily.

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Hello

Please can we take a look at adding a stop sign on 14th and Esquimalt. It is virtually impossible to drive across (east west/west east) without going halfway at which point it would be too late. It's also by a school and a lot of seniors are in the area.

Cars love to speed down 14th. s.22(1) 14th and Esquimalt, we all witness and live near death experiences daily. Today, two occurrences which promoted this email.

Thank you.

s. 22(1)

s. 22(1)

From: Sharon Lord <shrnlord@telus.net>
Sent: Wednesday, May 22, 2024 5:12 AM
To: correspondence; Sharon Lord
Subject: Zoning Bylaw No. 4662, 2010, 5327, 2024 Home owner Submission
Attachments: Maps 1 - 4, RD 1 to RG-4 zoning.pdf

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Please distribute this submission to the Mayor and Council and do not redact the personal information given in this email.

To Mayor Mark Sager, Councillor Christine Cassidy, Councillor Nora Gambioli, Councillor Peter Lambur,
Councillor Scott Snider, Councillor Sharon Thompson, Councillor Linda Watt

To Mayor and Council,

This is my second submission regarding Zoning Bylaw No. 4662, 2010, 5327, 2024 form an owner of an affected property located at 1193 Keith Road.

Please see the attached maps #1, #2, #3, and #4.

Following my reading of the Local Government Act [RSBC 2015] Chapter 1 and the Council Report of April 29, 2023 by Winnie Yip, Senior Community Planner, I made a submission to the Mayor and Council on May 15, 2024. Subsequently I spoke with Winnie Yip, Senior Community Planner on three separate occasions. I found Winnie Yip to be very knowledgeable, professional, and able to provide me with a better understanding of the important issues under consideration:

1. The urgency of the District of West Vancouver to comply with the Province of BC by June 30, 2024
2. Rezone lots that are considered restricted
3. Reassessment could be done after June 30, 2024, for additional rezoning of lots to coincide with SMMUS, a move that would make good planning sense for lots in the RD 1 zone in the Ambleside area

The personal considerations are as follows:

My property is located at 1193 Keith Road, in the RD 1 zone, within the Ambleside area. My lot is 522.71 meters squared and the lot is located within 400 meters of a prescribed bus stop.

I am allowed 3 dwelling units on my lot but am the only property on Keith Road that has no parking in front of their lot. This change occurred because the municipality closed Clyde Avenue and replaced Clyde Avenue with a bike lane eliminating both the front vehicle access to my

property and the three parking spaces at the front of my lot. Thus, the requirement for on-site parking for three dwelling units is very limited and it would be most likely impossible to build a detached single family dwelling such as a Coach House at the rear of the property without the use of tandem parking for unrelated parties. If my lot was rezoned to SMMUS, then my lot would have no parking requirements and it would be much easier to develop. As my property is not being rezoned to RG-4 at this time, I would have to apply for rezoning to RG-4 and then apply for a development variance permit and then apply for a building permit.

The overall considerations are as follows:

At this point, my request to the Mayor and Council is to, today, refer the matter back to staff, to create further amendments to Bylaws 4662, 2010 to accommodate a wider range of SMMUS specifically in the RD 1 Zone in the Ambleside area.

I refer you to *map #1* which shows the RD 1 Zone. Many lots are within 400 meters of a prescribed bus stop and are walking distance to amenities such as for groceries, services and recreation. Not everyone would require a car. Development would transition from greater density lots such as those lots to the west of RD 1 that are the comprehensive zones and multi dwelling zones of apartment buildings to the RG-4 zoning which would allow 6 units per lot. Determining if a lot should be rezoned should not be based solely on size.

I refer you to *map #2* which shows Schedule B, those lots within RD 1 that will be rezoned to RG-4 on page 60 of the Council Report of April 29, 2024. I have enlarged the RD 1 zone in *map #3* so that the individual lots are easier to distinguish.

Point #1: In only applying the provinces definition of a restricted zone, I quote page 40 of the Council Report of April 29, 2024 - "In total, there are 222 parcels affected by the proposed zoning amendments, constituting 1.6% of residential lots in West Vancouver and resulting in a theoretical net increase of 363 units in zoned capacity." Furthermore, footnote number 5 says " the zoned capacity represents the maximum number of housing units permitted, but whether or not housing is actually built will largely depend on the decisions of landowners and market conditions."

This theoretical increase of 363 units for the District of West Vancouver is not enough to help fulfill the mandate of the province which is to tackle the housing crisis by creating more housing units and more affordable housing units and more housing units which provide its occupants the use of public transportation.

Point #2: On Schedule B, *map #2*, you can see the lots between 11th Street and 13th Street that are being rezoned from RD 1 to RG-4. I refer

you to *map #3* which enlarges the RD 1 zone in yellow, the rezoning of RD 1 lots to RD-4 in pink and the lots isolated on the same block that are not being rezoned are in green. The lots being rezoned to RG-4 are scattered, creating spot zoning. I draw your attention to an enlargement of Keith Road in *map #4* where the new RG-4 zone segregates neighboring lots on the same block. This is inconsistent zoning within the same block and creates major inequalities between homeowners. The isolation of lots on Keith Road creates a loss to the flow of rezoning and redevelopment. Rezoning some lots from RD 1 to RG-4 should not be based solely on lot size. Furthermore, parcels allowing 6 units per lot will have no parking requirement and be adjacent to lots on the same road that will continue to require on site parking. All lots on Keith Road are within 400 meters from a prescribed bus stop and all should be rezoned to RG-4 to avoid a hodgepodge of development and to avoid disparity among homeowners.

I urge the mayor and council to refer these matters back to staff to:

1. Reassess and recommend the rezoning from RD 1 to RG-4, all of the lots on the north side of the 1100 block of Keith Road and all of the lots on the south side of the 1200 block of Keith Road.
2. Reassess and recommend the rezoning of all the lots in the RD 1 zone in the Ambleside area to RG-4, especially those lots closest to a prescribed bus stop.

The mandate for both of these two proposals has to be based on:

1. Increasing the number of housing units available
2. Increasing the number of different types of housing units available
3. Increasing the affordability of housing units of different types in West Vancouver by increasing densities to allow 6 units per lot
4. Increasing the supply of housing units that are recommended by the province in relation to public transit. The grid on page 68 of the Council Report of April 29, 2024 is noted below.

Parcel Use	Permitted	Density
(a) Site are equal to or less than 280 square meters secondary suites, Single family dwellings, Secondary suites dwellings maximum	Detached	3
(b) Site area larger than 280 square metres secondary suites, Duplex Dwellings, Ground-oriented dwellings, dwellings, Secondary suites maximum	Detached 4 dwellings	Single family
(c) Site area equal to or greater than 281 square metres and wholly or partly within 400 metres family dwellings, Secondary suites maximum from a prescribed bus stop	Detached	Single 6 dwellings

5. Creating a more unified and similar rezoning approach for the parcels on a given Street/Road

6. Creating a more consistent density of housing units within the same block, within a neighborhood, within a zone

7. Providing a wider application of SMUSS that makes more planning sense for West Vancouver

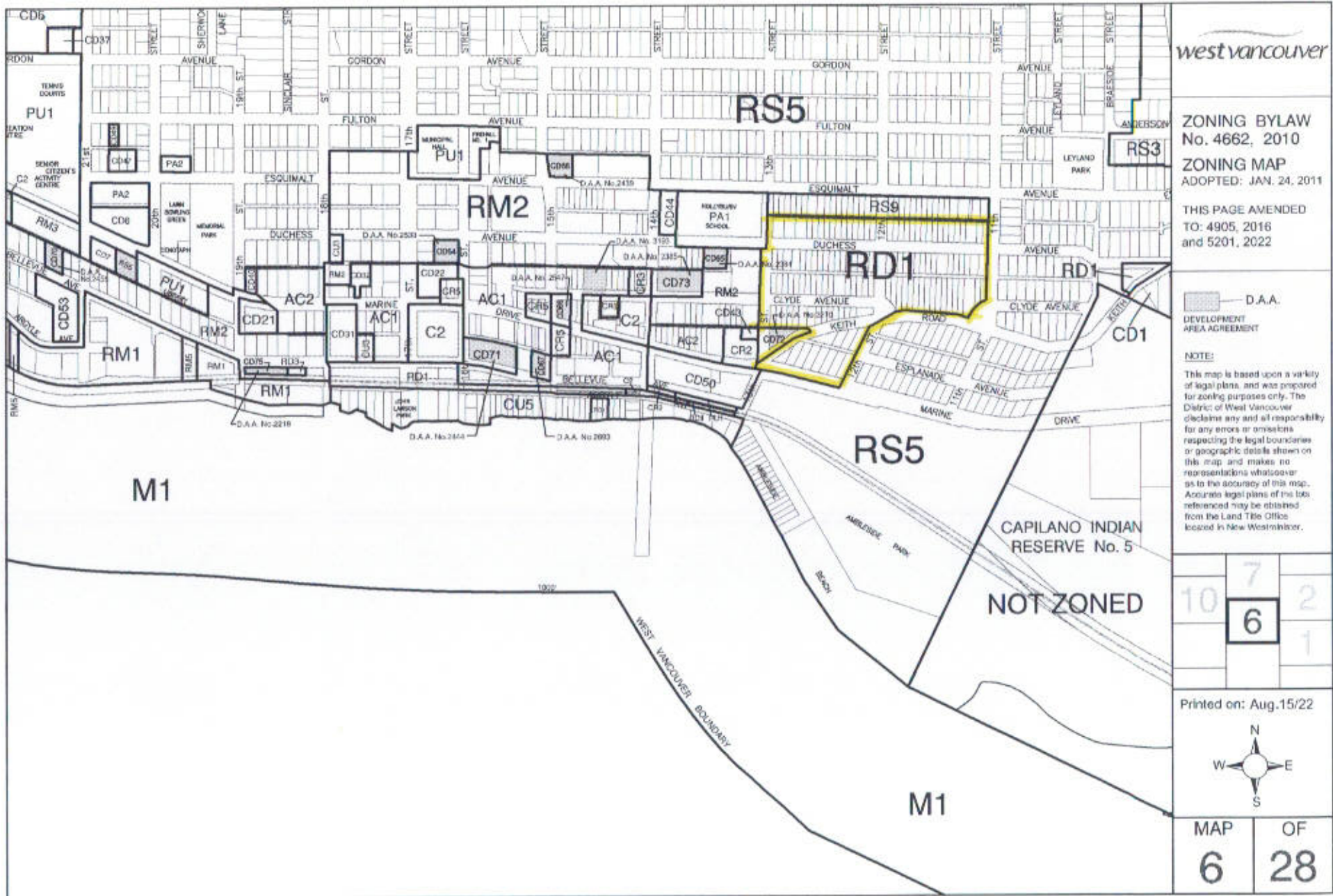
based not only on the lot size but on what amenities such as shopping, services, recreation are available, together with public transit all within close vicinity to the lot

8. Providing lots of different sizes to be rezoned thus increasing their density but also being able to accommodate dwelling units of various sizes within the same lot such that the size of the lot does not limit the number of units up to 6, but instead, relies on the ingenuity

of the architects and the developers to increase the density in a compatible way for the Ambleside neighborhood.

Lastly, only once more lots are rezoned from RD 1 to RG-4 to provide a wider application of SMUSS in the Ambleside area, for economies of scale in planning, then consider increasing the building envelope so that the development of new and smaller dwellings as a result of increased densities will be viable and marketable.

Respectfully submitted,
Dr. Sharon Lord
1193 Keith Road, owner
West Vancouver, BC
604.813.6100
shrnlord@telus.net



west vancouver

ZONING BYLAW
No. 4662, 2010

ZONING MAP
ADOPTED: JAN. 24, 2011

THIS PAGE AMENDED
TO: 4905, 2016
and 5201, 2022

D.A.A.
DEVELOPMENT
AREA AGREEMENT

NOTE:
This map is based upon a variety of legal plans, and was prepared for zoning purposes only. The District of West Vancouver disclaims any and all responsibility for any errors or omissions respecting the legal boundaries or geographic details shown on this map and makes no representations whatsoever as to the accuracy of this map. Accurate legal plans of this type referenced may be obtained from the Land Title Office located in New Westminster.

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	6	1

Printed on: Aug.15/22

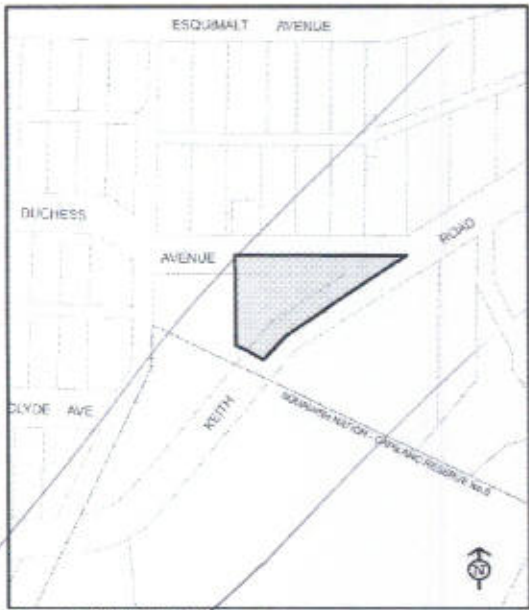


MAP OF
6 28

Schedule B – RG-4 Amendment to Zoning Map

Amendment to Zoning Bylaw No. 4662, 2010, Schedule A, Section 852 – Zoning Maps.

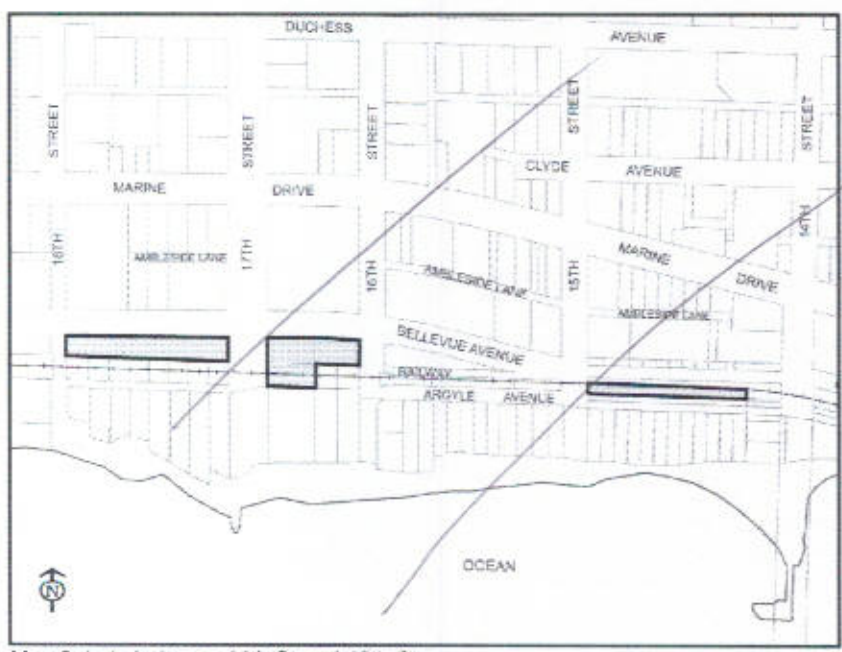
The parcels shown shaded on Maps 1 to 6 are to be rezoned to RG-4.



Map 1. 968/970 Duchess Ave



Map 2. Lots between 11th St and 13th St



Map 3. Lots between 14th St and 18th St

Map

Neighbouring properties

Sample sold properties



YELLOW

Area of RD 1 in Ambleside

GREEN

Five lots on Keith Road excluded from rezoning, 3 units per lot with parking requirements, 1193 Keith shaded

PINK

rezoning to RG-4 allowing 6 units per lot, no parking requirements



ENLARGEMENT SHOWING KEITH ROAD:

- YELLOW** Area of RD 1 in Ambleside
- GREEN** Five lots on Keith Road excluded from rezoning, 3 units per lot with parking requirements
- PINK** rezoning to RG-4 allowing 6 units per lot, no parking requirements

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
ARTS & CULTURE ADVISORY COMMITTEE MEETING MINUTES
RAVEN ROOM, MUNICIPAL HALL
THURSDAY, MARCH 21, 2024**

Voting Committee Members: S. Swan (Chair), P. Azarm Motamedi, K. Burnett, K. Hall, C. Monsef, S. Price, and M. Wilberg attended the meeting in the Raven Room, Municipal Hall.

Non-Voting Committee Members: N. Brown (West Vancouver Board of Education); C. Schachtel (West Vancouver Community Arts Council Board of Directors); L. Yu (West Vancouver Memorial Library Board); and Councillor N. Gambioli attended the meeting in the Raven Room, Municipal Hall. Absent: A. Krawczyk (Kay Meek Arts Centre Board of Directors) and Councillor L. Watt.

Staff: D. Niedermayer, Senior Manager, Cultural Services (Staff Representative); C. Rosta, Cultural Services Manager; and A. Nomura, Cultural Services Department Secretary (Committee Clerk) attended the meeting in the Raven Room, Municipal Hall.

1. CALL TO ORDER

The meeting was called to order at 4:31 p.m.

2. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the March 21, 2024 Arts & Culture Advisory Committee meeting agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the February 15, 2024 Arts & Culture Advisory Committee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

4. Council Liaison Update

The letter sent by the Arts & Culture Advisory Committee to Council regarding an update to the arts facility planning process was referred to staff for a response. It was reported that discussions are taking place around the proposed arts facility. There are no further updates to provide to the Committee currently.

It was Moved and Seconded:

THAT the verbal report regarding Council Liaison Update be received for information.

CARRIED

5. Updates from Committee Members

The members of the Committee provided detail on the mandate of the organization they represent (for non-voting members), and organizations they are affiliated with (for voting members) to provide information about the work being done for the sector in West Vancouver.

- Lorena Yu, West Vancouver Memorial Library:

The vision of the West Vancouver Memorial Library (WVML) is where wonder sparks and possibilities emerge. The WVML inspires people to grow in a dynamic world. The Library is designed to not only hold books, but to cultivate minds, fostering an environment where individuals of all ages and background feel encouraged to explore, learn, and think critically. The four core values of the WVML are inclusion, learning culture, integrity, and community. These values steer the board to realize the library's vision. The Library's values include appreciation of art and music and to help people develop their own creative voice.

To fulfil this vision, the WVML focuses on community needs. Every five years, the library conducts user analysis to understand what underrepresented communities are using the facility. The library then focuses on what they can do to meet the needs of these community groups.

- Nicole Brown, West Vancouver Schools (SD45):

The overarching goals of SD45 are educational excellence, authenticity, innovation, and engagement. The Ministry of Education has expanded to become the Ministry of Education and Childcare, and as such their mandate is expanding.

The SD45 works towards authenticity by both leaving the school grounds for field trips and learning experiences, along with inviting experts to come to the schools and share their knowledge. SD45 has also recently completed a protocol agreement with the Squamish Nation. They also collaborate with community partners, such as the Legion, Kay Meek Arts Centre, Ferry Building Gallery for the annual student art show, and Capilano University's Film Department.

- Melissa Duchak, on behalf of Andy Krawczyk, Kay Meek Arts Centre:

The vision of the Kay Meek Arts Centre is to be the cultural heart of the North Shore. The Kay Meek creates transformative experiences and community building through the arts. Their core values are engaging, leading, learning, and welcoming.

Three different strategies employed are creating transformative experiences, building communities, and being leaders in the community. The Kay Meek runs

diverse programs and reaches out to diverse local communities. Partnerships include: West Vancouver Art Museum, WV Community Arts Council, and the West Vancouver Memorial Library. They also partner with the Arts Club Theatre Company and the Coast Mountain Film Festival.

The Kay Meek Arts Centre contributes to community building through education and educational performances, including a joint-use agreement with SD45 for use of the Kay Meek's facilities. Future initiatives include opening the space during the day for community activities (e.g. piano lessons, meeting place for ad hoc groups).

- Catherine Schachtel, West Vancouver Community Arts Council (WVCAC)

The vision of the WVCAC is to provide the West Vancouver community with the opportunity to enjoy and participate in cultural and artistic programs through quality and diverse artistic events within the community.

The mission of the WVCAC is to increase and broaden opportunities for West Vancouver, primarily, and all North Shore citizens, to enjoy and participate in cultural activities. The purposes of the society include the following:

- To help stimulate and encourage the development of programs of visual, literary and performing arts in West Vancouver and the North Shore.
- To render service to all such participating groups and individuals.
- To foster interest and pride in the cultural heritage of this community.
- To interpret the work of related cultural groups to the community, enlist public interests and promote public understanding.
- To bring to the attention of civic and provincial authorities the cultural needs of the community.

Strategies employed to further their vision, include gallery programming to engage a wide demographic – both audience and participating artists.

The WVCAC also offers participatory arts programming at the Silk Purse to explore the arts and offer a sense of place to participants. Finally, they build partnerships with other local organizations to expand their outreach.

- Kirsten Hall, West Vancouver Art Museum (WVAM)

The mission of the WVAM is to build awareness of diverse forms of contemporary and historical art, architecture, and design, engaging audiences with issues and ideas central to the community and the world beyond.

The strategies the WVAM has employed to bring the vision to fruition are:

- Expanding the West Coast Modern Tour to a full week, and holding events in additional venues, engaging local businesses to host events, and as a result, reaching new audiences;
- Seeking additional resources and sponsorship funding through corporate partners and granting agencies for exhibitions;

- Participating in extensive in-school programs around West Vancouver schools and offering school-aged programs at the WVAM; and
 - Working with Impact North Shore to bring newcomers to Canada into the museum, and providing Farsi and Mandarin art tours; engaging newcomer audiences and artists.
 - Raising the visibility of the WVAM in the community with activities such as social media campaigns and promoting the 30th anniversary in the community with banners along the Sea Walk and other key locations.
- Stephen Price, Community Grants Advisory Panel (CGAP)

The purpose of the CGAP is to assist the District in disbursing funds for the annual Community Grants Program for arts, culture and heritage and community & social services organizations and projects, as well as youth initiatives.

In 2023, the CGAP held a workshop with community groups and applicants to reduce the distance between the applicants and evaluators, to provide more information about the grants and evaluation process, and the CGAP's perspective on the Community Grants Program.

The panel has also worked to increase the number of panel members with familiarity in the arts.
 - Stephen Price

The Historical Society is not formally represented on the Arts & Culture Advisory Committee but, as a member, S. Price provided some background. The Historical Society works to tell the history of West Vancouver and the people who live here. Currently, the Society is working to modernize the society and become a "21st century organization".
 - Pari Azarm Motamedi, Ferry Building Gallery Advisory Panel (FBGAP)

The mandate of the Ferry Building Gallery is to enliven, enrich, and inform the community through exhibitions. The Ferry Building Gallery presents exhibitions, lectures, tours, and programs which help the diversity of the North Shore. The FBGAP works to ensure the gallery delivers on its mandate.

FBGAP nurtures and grows audiences by providing a link to business associations, residents and schools, supports partnerships, and engages with volunteers, also providing volunteer selection.

Some strategies they have employed to further this mandate include:

 - Extensively restoring the building to increase accessibility to the public;
 - Implementing an online artist submission process to increase accessibility;
 - Expanded programming to Art in the Hall (Municipal Hall);
 - Created an in-house gift shop to increase opportunities for artists and artisans; and
 - Increased Indigenous programming.

- Pari Azarm Motamedi, Public Art Advisory Panel (PAAP)

The PAAP works with District staff on managing the Public Art Program which includes commissioning new works, maintenance and safety of public art, deaccessioning, and public art inventory management. Alongside staff, the PAAP reviews the Municipal Public Art Policy and Procedure to make recommendations and propose amendments to ensure inclusion and best practices.

The PAAP worked with the District to establish a Public Art Reserve Fund to create fund the Program. Recently, the Public Art Policy and Procedures have been updated. Council will consider a revised Policy which would launch two new programs: the temporary public art program and art murals program. This would enable more community groups and individuals to participate in the Public Art Program.

- Monique Wilberg

The Ambleside Orchestra is not formally represented on the Arts & Culture Advisory Committee but, as a member, M. Wilberg provided some background. The vision of the group is to be the best-in-class community orchestra. A strategy employed to achieve this vision is to hire a reputable conductor to lead the orchestra, along with engaging external partners and stakeholders for sponsorship.

- Kim Burnett

The NSAG is not formally represented on the Arts & Culture Advisory Committee but, as a member, K. Burnett provided some background. The NSAG was founded in 1947 to promote vibrant communities enriched through original art. They have grown to approximately 217 members that live across the North Shore.

The goal of the NSAG is to increase interest and appreciation of original art in the form of paintings in our communities. Their focus is to develop their member artists through demonstrations, workshops, and exhibitions. They hold monthly board and member meetings, in addition to offering paint groups, jurying, and artist websites.

The Chair requested that the members provide three things that are preventing these organizations from realizing their vision or mandate for the next meeting.

It was Moved and Seconded:

- THAT the verbal reports regarding Updates from Committee Members be received for information, and
- THAT members provide three suggestions that are preventing these organizations as reported on during Item 5 of the March 21, 2024 Arts & Culture Advisory Committee meeting from realizing their vision or mandate at the next committee meeting.

CARRIED

6. Arts & Culture Strategy Update Subcommittee Report

Notes from the two Subcommittee meetings were shared with the Committee members. The Subcommittee requests the Committee reviews the draft overview of the strategy update.

The goal of the Arts & Culture Strategy update is:

- identify progress made since the launch of the Arts & Culture Strategy (period of 2018-2023), and the key items still outstanding;
- identify key challenges facing the sector today;
- identify 2-3 greatest opportunities for the next 3-5 years;
- identify 2-3 greatest priorities for the next 3-5 years; and
- determine the lead organizations and groups to implement the updated strategy.

The goal is to host workshops with representatives of the key arts and culture groups and organizations as well as meetings with affiliated groups and associations (e.g. business sector, service organizations). One workshop can be hosted for individual artists.

The Chair requested that Committee members come to the next meeting with responses to the questions on the draft strategy update to get started on compiling input from the arts sector.

It was Moved and Seconded:

THAT the members of the Arts & Culture Advisory Committee go through the draft questions on the strategy update and provide answers for further discussion at the next meeting.

CARRIED

7. Schedule of Recommendations to Council from Advisory Panels for Arts & Culture Advisory Committee's Review

The Community Grants Advisory Panel has adjudicated the 2024 applications for the District's Community Grants Program. The funding recommendations will be considered by Council on May 6. The representative to the Community Grants Advisory Panel, S. Price, will present these recommendations at next month's meeting for the Arts & Culture Advisory Committee's endorsement.

Both the Kay Meek Arts Centre and the West Vancouver Community Arts Council have submitted grant applications. The committee members representing these groups will be asked to recuse themselves for this discussion due to conflict of interest.

For clarification, there are currently no more Council reports seeking the Committee's approval.

It was Moved and Seconded:

THAT the discussion regarding Schedule of Recommendations to Council from Advisory Panels for Arts & Culture Advisory Committee's Review be received for information.

CARRIED

8. PUBLIC QUESTIONS

There were no questions.

9. NEXT MEETING

Staff confirmed that the next Arts & Culture Advisory Committee meeting is scheduled for April 18, 2024 at 4:30 p.m. and held in-person in the Raven Room, Municipal Hall.

10. ADJOURNMENT

It was Moved and Seconded:

THAT the March 21, 2024 Arts & Culture Advisory Committee meeting be adjourned.

CARRIED

The meeting adjourned at 5:57 p.m.

Certified Correct:

s. 22(1)

Chair

s. 22(1)

Committee Clerk

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
BOARD OF VARIANCE HEARING MINUTES
VIA ELECTRONIC COMMUNICATION FACILITIES
WEDNESDAY, APRIL 17, 2024**

BOARD MEMBERS: Chair L. Radage and Members S. Abri, D. Simmons, and R. Yaworsky attended the hearing via electronic communication facilities.
Absent: Member J. Elwick.

STAFF: P. Cuk, Board Secretary; N. Karimabadi, Supervisor, Residential Plans Examiners; S. Cheema, Assistant Plans Examiner; and N. Shokar, Legislative Services Clerk, attended the hearing via electronic communication facilities.

1. Call to Order

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

A Board member commented.

2. Introduction

Staff introduced the Board Members and described the hearing procedure.

3. Confirmation of the Agenda

It was Moved and Seconded:

THAT the April 17, 2024 Board of Variance hearing agenda be approved as circulated.

CARRIED

4. Adoption of the March 20, 2024 Minutes

Chair Radage referred to the minutes of the Board of Variance hearing held on March 20, 2024.

It was Moved and Seconded:

THAT the March 20, 2024 Board of Variance hearing minutes be adopted as circulated.

CARRIED

5. Time Limit of Board of Variance Orders

Chair Radage read out the following statement regarding Time Limit of Order Approving a Variance and noted that the time limit applied to each application approved by the Board:

Pursuant to section 542(3) of the *Local Government Act*, if a Board of Variance orders that a minor variance be permitted from the requirements of the bylaw, and the Order sets a time limit within which the construction of the building or structure must be completed, and the construction is not completed within that time, the permission of the Board terminates and the bylaw applies. Further, if that construction is not substantially started within 2 years after the Order was made, or within a longer or shorter time period established by the Order, the permission of the Board terminates and the bylaw applies.

6. Application 24-014 (465 Hillcrest Street)

Staff confirmed the following requested variance regarding a retaining wall:

a) 2.45’ to a 15.4’ Segment of the Retaining Wall in the South Side Yard.

Staff informed of written submissions received for this application prior to the Board of Variance hearing.

Written submissions received:

SUBMISSION AUTHOR	SUBMISSION DATED	#
Redacted	March 7, 2024	1
Redacted	March 8, 2024	2
Redacted	March 8, 2024	3
Redacted	March 8, 2024	4
Redacted	March 12, 2024	5
Redacted	March 12, 2024	6
Redacted	March 13, 2024	7

Staff provided permit history of the subject property and responded to a Board member’s question.

Member Yaworsky left the hearing at 5:09 p.m. and returned to the hearing at 5:10 p.m. via electronic communication facilities.

J. Hui (465 Hillcrest Street) described the variance application for a retaining wall and responded to a Board member’s questions.

Chair Radage queried whether anyone else had signed up to address the Board regarding the subject application. Staff informed that no one else had signed up to address the Board regarding the subject application.

Members of the Board considered:

- All of the submissions;
- Whether the application was for a minor variance that did not

- result in inappropriate development of the site
 - adversely affect the natural environment
 - substantially affect the use and enjoyment of adjacent land
 - vary permitted uses and densities under the applicable bylaw; or
 - defeat the intent of the bylaw; and
- Whether compliance with the bylaw would cause the applicant undue hardship.

Having read the application dated February 13, 2024, including the applicant’s letter, plans and all other related documents, and having read the statutory Notice of Hearing for the subject application, and having inspected and/or viewed images of the subject site, and having heard the submission of J. Hui:

It was Moved and Seconded:

THAT the Board finds that undue hardship would be caused to the applicant by compliance with Zoning Bylaw No. 4662, 2010 (as amended) and orders that Application 24-014 regarding a retaining wall at 465 Hillcrest Street with a variance of:

- 2.45’ to a 15.4’ Segment of the Retaining Wall in the South Side Yard BE ALLOWED pursuant to the plans dated March 20, 2024 submitted with the application; AND THAT if construction is not substantially started within 2 years of the issuance of the Order, the permission terminates and the Zoning Bylaw applies.

CARRIED

Board members commented.

7. Application 24-017 (449 Hillcrest Street)

Staff confirmed the following requested variances regarding a power pole (accessory structure):

- a) 6.10 m Front Yard Setback
- b) 0.29 m to Minimum Side Yard Setback
- c) 1.18 m to Accessory Structure Height.

Staff informed of written submissions received for this application prior to the Board of Variance hearing.

Written submissions received:

SUBMISSION AUTHOR	SUBMISSION DATED	#
Redacted	April 16, 2024	1

Staff provided permit history of the subject property.

Due to technical difficulties with the applicant's audio settings, the Chair, with consent of the Board, varied the agenda to consider Item 8 regarding Application 24-018 (3171 Travers Avenue) prior to continuing consideration of Item 7 regarding Application 24-017 (449 Hillcrest Street).

8. Application 24-018 (3171 Travers Avenue)

Staff confirmed the following requested variances regarding a deck and privacy screen:

- a) 0.70 m to Front Yard Setback to Deck (Travers Avenue)
- b) 0.72 m to Minimum Side Yard Setback to Privacy Screen on Deck
- c) 0.25 m to Accessory Building Height (to Top of Privacy Screen on Deck).

Staff informed of written submissions received for this application prior to the Board of Variance hearing.

Written submissions received:

SUBMISSION AUTHOR	SUBMISSION DATED	#
Redacted	March 1, 2024	1
Redacted	April 17, 2024	2
Redacted	April 17, 2024	3

Staff provided permit history of the subject property.

J. Graham (Graham Sherwin Studio, representing the owner of 3171 Travers Avenue) described the variance application for a deck and privacy screen and responded to a Board member's question.

Chair Radage queried whether anyone else had signed up to address the Board regarding the subject application. Staff informed that no one else had signed up to address the Board regarding the subject application. A member of the public requested to speak as the Board began their discussion. Staff commented and the Board allowed the resident to comment.

F. Najand (3571 Travers Avenue) spoke in opposition to the requested variances and commented regarding the height of the deck, privacy, and the need to adhere to bylaws.

Members of the Board considered:

- All of the submissions;
- Whether the application was for a minor variance that did not
 - result in inappropriate development of the site
 - adversely affect the natural environment
 - substantially affect the use and enjoyment of adjacent land

- vary permitted uses and densities under the applicable bylaw; or
- defeat the intent of the bylaw; and
- Whether compliance with the bylaw would cause the applicant undue hardship.

Having read the application dated March 19, 2024, including the applicant’s letter, plans and all other related documents, and having read the statutory Notice of Hearing for the subject application, and having inspected and/or viewed images of the subject site, and having heard the submissions of J. Graham and F. Najand:

It was Moved and Seconded:

THAT the Board finds that undue hardship would be caused to the applicant by compliance with Zoning Bylaw No. 4662, 2010 (as amended) and orders that Application 24-018 regarding a deck and privacy screen at 3171 Travers Avenue with variances of:

- 0.70 m to Front Yard Setback to Deck (Travers Avenue)
 - 0.72 m to Minimum Side Yard Setback to Privacy Screen on Deck
 - 0.25 m to Accessory Building Height (to Top of Privacy Screen on Deck)
- BE ALLOWED pursuant to the plans dated March 15, 2024 submitted with the application; AND THAT if construction is not substantially started within 2 years of the issuance of the Order, the permission terminates and the Zoning Bylaw applies.

CARRIED

7. Application 24-017 (449 Hillcrest Street)

Following resolution of technical difficulties with the applicant’s audio settings, the Board continued consideration of Item 7 regarding Application 24-017 (449 Hillcrest Street).

M. Majidnejadi (Marble Construction, representing the owner of 449 Hillcrest Street) described the variance application for a power pole (accessory structure). M. Majidnejadi and staff and responded to Board members’ questions.

Chair Radage queried whether anyone else had signed up to address the Board regarding the subject application. Staff informed that no one else had signed up to address the Board regarding the subject application.

Members of the Board considered:

- All of the submissions;
- Whether the application was for a minor variance that did not
 - result in inappropriate development of the site
 - adversely affect the natural environment
 - substantially affect the use and enjoyment of adjacent land
 - vary permitted uses and densities under the applicable bylaw; or

- defeat the intent of the bylaw; and
- Whether compliance with the bylaw would cause the applicant undue hardship.

Having read the application dated March 14, 2024, including the applicant’s letter, plans and all other related documents, and having read the statutory Notice of Hearing for the subject application, and having inspected and/or viewed images of the subject site, and having heard the submission of M. Majidnejadi:

It was Moved and Seconded:

THAT the Board finds that undue hardship would not be caused to the applicant by compliance with Zoning Bylaw No. 4662, 2010 (as amended) and orders that Application 24-017 regarding a power pole (accessory structure) at 449 Hillcrest Street with variances of:

- 6.10 m Front Yard Setback
- 0.29 m to Minimum Side Yard Setback
- 1.18 m to Accessory Structure Height

BE NOT ALLOWED pursuant to the plans dated January 20, 2024 submitted with the application.

CARRIED

8. Application 24-018 (3171 Travers Avenue)

This item was considered immediately prior to Item 7 regarding Application 24-017 (449 Hillcrest Street).

9. Application 24-019 (1388 21st Street)

Staff confirmed the following requested variances regarding a deck and retaining wall:

- a) 0.76 m to Minimum Side Yard Setback (to Deck)
- b) 1.56 m to Combined Side Yard Setback (to Deck)
- c) 1.35’ to Retaining Wall Height/Grade Line for a Retaining Wall in the North Side Yard.

Staff informed of written submissions received for this application prior to the Board of Variance hearing.

Written submissions received:

SUBMISSION AUTHOR	SUBMISSION DATED	#
Redacted	April 16, 2024	1
Amin	April 16, 2024	2
Amin	April 16, 2024	3
Redacted	undated	4

Name not provided	April 17, 2024	5
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Staff provided permit history of the subject property.

A. Sabounchi (1388 21st Street) described the variance application for a deck and retaining wall and responded to Board members' questions.

Chair Radage queried whether anyone else had signed up to address the Board regarding the subject application. Staff informed that no one else had signed up to address the Board regarding the subject application.

Members of the Board considered:

- All of the submissions;
- Whether the application was for a minor variance that did not
 - result in inappropriate development of the site
 - adversely affect the natural environment
 - substantially affect the use and enjoyment of adjacent land
 - vary permitted uses and densities under the applicable bylaw; or
 - defeat the intent of the bylaw; and
- Whether compliance with the bylaw would cause the applicant undue hardship.

Having read the application dated March 20, 2024, including the applicant's letter, plans and all other related documents, and having read the statutory Notice of Hearing for the subject application, and having inspected and/or viewed images of the subject site, and having heard the submission of A. Sabounchi:

It was Moved and Seconded:

THAT the Board finds that undue hardship would be caused to the applicant by compliance with Zoning Bylaw No. 4662, 2010 (as amended) and orders that Application 24-019 regarding a deck and retaining wall at 1388 21st Street with variances of:

- 0.76 m to Minimum Side Yard Setback (to Deck)
- 1.56 m to Combined Side Yard Setback (to Deck)
- 1.35' to Retaining Wall Height/Grade Line for a Retaining Wall in the North Side Yard.

BE ALLOWED pursuant to the plans dated March 22, 2024 submitted with the application; AND THAT if construction is not substantially started within 2 years of the issuance of the Order, the permission terminates and the Zoning Bylaw applies.

CARRIED

10. Application 24-020 (2141 Jefferson Avenue)

Staff confirmed the following requested variances regarding a power pole (accessory structure):

- a) 6.60 m to Front Yard Setback
- b) 1.00 m to Minimum Side Yard Setback
- c) 0.30 m to Accessory Building Height.

Staff informed that no written submissions were received for this application prior to the Board of Variance hearing.

Written submissions received:

SUBMISSION AUTHOR	SUBMISSION DATED	#
None.		

Staff provided permit history of the subject property.

M. Talebian (2141 Jefferson Avenue) described the variance application for a power pole (accessory structure) and responded to Board members' questions.

Chair Radage queried whether anyone else had signed up to address the Board regarding the subject application. Staff informed that no one else had signed up to address the Board regarding the subject application.

Members of the Board considered:

- All of the submissions;
- Whether the application was for a minor variance that did not
 - result in inappropriate development of the site
 - adversely affect the natural environment
 - substantially affect the use and enjoyment of adjacent land
 - vary permitted uses and densities under the applicable bylaw; or
 - defeat the intent of the bylaw; and
- Whether compliance with the bylaw would cause the applicant undue hardship.

Having read the application dated March 20, 2024, including the applicant's letter, plans and all other related documents, and having read the statutory Notice of Hearing for the subject application, and having inspected and/or viewed images of the subject site, and having heard the submission of M. Talebian:

It was Moved and Seconded:

THAT the Board finds that undue hardship would be caused to the applicant by compliance with Zoning Bylaw No. 4662, 2010 (as amended) and orders that Application 24-020 regarding a power pole (accessory structure) at 2141 Jefferson Avenue with variances of:

- 6.60 m to Front Yard Setback
- m to Minimum Side Yard Setback
- 0.30 m to Accessory Building Height

BE ALLOWED pursuant to the plans dated February 13, 2024 submitted with the application; AND THAT if construction is not substantially started within 2 years of the issuance of the Order, the permission terminates and the Zoning Bylaw applies.

CARRIED

11. Application 24-021 (1436 Jefferson Avenue)

Staff confirmed the following requested variances regarding a power pole (accessory structure):

- a) 6.28 m to Front Yard Setback
- b) 0.63 m to Minimum Side Yard Setback
- c) 3.77 m to Accessory Building Height.

Staff informed of written submissions received for this application prior to the Board of Variance hearing.

Written submissions received:

SUBMISSION AUTHOR	SUBMISSION DATED	#
K. Kheradmandnia	April 15, 2024	1
K. Kheradmandnia	April 15, 2024	2

Staff provided permit history of the subject property.

K. Kheradmandnia (Arvand Consulting Engineering Corporation, representing the owner of 1436 Jefferson Avenue) described the variance application for a power pole (accessory structure) and responded to a Board member's question.

Chair Radage queried whether anyone else had signed up to address the Board regarding the subject application. Staff informed that no one else had signed up to address the Board regarding the subject application.

Member Abri declared a conflict of interest (as she knows the presenter) and recused herself from the hearing at 6:07 p.m.

Members of the Board considered:

- All of the submissions;
- Whether the application was for a minor variance that did not
 - result in inappropriate development of the site
 - adversely affect the natural environment
 - substantially affect the use and enjoyment of adjacent land
 - vary permitted uses and densities under the applicable bylaw; or
 - defeat the intent of the bylaw; and

- Whether compliance with the bylaw would cause the applicant undue hardship.

Having read the application dated March 20, 2024, including the applicant’s letter, plans and all other related documents, and having read the statutory Notice of Hearing for the subject application, and having inspected and/or viewed images of the subject site, and having heard the submission of K. Kheradmandnia:

It was Moved and Seconded:

THAT the Board finds that undue hardship would be caused to the applicant by compliance with Zoning Bylaw No. 4662, 2010 (as amended) and orders that Application 24-021 regarding a power pole (accessory structure) at 1436 Jefferson Avenue with variances of:

- 6.28 m to Front Yard Setback
- 0.63 m to Minimum Side Yard Setback
- 3.77 m to Accessory Building Height

BE ALLOWED pursuant to the plans dated February 21, 2024 submitted with the application; AND THAT if construction is not substantially started within 2 years of the issuance of the Order, the permission terminates and the Zoning Bylaw applies.

CARRIED

Member Abri absent at the vote

12. Application 24-022 (6915 Marine Drive)

Staff confirmed the following requested variances regarding a deck:

- 4.38 m to Front Yard Setback (Marine Drive)
- 2.92 m to Minimum Side Yard Setback
- 5.34 m to Deck in the Front Yard with Double Frontage (Marine Drive and Hycroft Road).

Staff informed of written submissions received for this application prior to the Board of Variance hearing.

Written submissions received:

SUBMISSION AUTHOR	SUBMISSION DATED	#
Name not provided	April 17, 2024	1

Staff provided permit history of the subject property.

A. Foroughi (6915 Marine Drive) and Y. Mohammadkhani (Palacio Construction) described the variance application for a deck. A. Foroughi, Y. Mohammadkhani and staff responded to Board members’ questions.

Member and Abri returned to the hearing at 6:12 p.m. via electronic communication facilities.

Chair Radage queried whether anyone else had signed up to address the Board regarding the subject application. Staff informed that no one else had signed up to address the Board regarding the subject application.

Members of the Board considered:

- All of the submissions;
- Whether the application was for a minor variance that did not
 - result in inappropriate development of the site
 - adversely affect the natural environment
 - substantially affect the use and enjoyment of adjacent land
 - vary permitted uses and densities under the applicable bylaw; or
 - defeat the intent of the bylaw; and
- Whether compliance with the bylaw would cause the applicant undue hardship.

Having read the application dated March 20, 2024, including the applicant's letter, plans and all other related documents, and having read the statutory Notice of Hearing for the subject application, and having inspected and/or viewed images of the subject site, and having heard the submissions of A. Foroughi and Y. Mohammadkhani:

It was Moved and Seconded:

THAT the Board finds that undue hardship would be caused to the applicant by compliance with Zoning Bylaw No. 4662, 2010 (as amended) and orders that Application 24-022 regarding a deck at 6915 Marine Drive with variances of:

- 4.38 m to Front Yard Setback (Marine Drive)
- 2.92 m to Minimum Side Yard Setback
- 5.34 m to Deck in the Front Yard with Double Frontage (Marine Drive and Hycroft Road)

BE ALLOWED pursuant to the plans dated February 6, 2024 submitted with the application; AND THAT if construction is not substantially started within 2 years of the issuance of the Order, the permission terminates and the Zoning Bylaw applies.

CARRIED

13. Receipt of Written and Oral Submissions

It was Moved and Seconded:

THAT all written and oral submissions regarding the following Board of Variance Applications:

- Application 24-014 (465 Hillcrest Street)
- Application 24-017 (449 Hillcrest Street)

- Application 24-018 (3171 Travers Avenue)
- Application 24-019 (1388 21st Street)
- Application 24-020 (2141 Jefferson Avenue)
- Application 24-021 (1436 Jefferson Avenue)
- Application 24-022 (6915 Marine Drive)

up to and including April 17, 2024 be received.

CARRIED

14. Public Question Period

There were no questions.

15. Next Hearing

Staff confirmed that the next hearing of the Board of Variance is scheduled for May 15, 2024 at 5 p.m.

16. Adjournment

It was Moved and Seconded:

THAT the April 17, 2024 Board of Variance hearing be adjourned.

CARRIED

The Board of Variance hearing adjourned at 6:19 p.m.

Certified Correct:

s. 22(1)

L. Radage, Chair

s. 22(1)

P. Cuk, Secretary



WEST VANCOUVER MEMORIAL LIBRARY BOARD

MINUTES

April 17, 2024, 7:00 p.m.

Welsh Hall

Present: A. Krawczyk [Acting Chair], B. Hafizi, A. Nimmons, S. Sanajou, S. Thompson, L. Yu

Absent: T. Wachmann

Staff: S. Hall, S. Gill, S. Barton-Bridges, S. Felkar, S. Dale

1. Call to Order

The meeting was called to order at 7:06 p.m.

2. Approval of Agenda

Moved by: B. Hafizi

Seconded by: S. Thompson

THAT the Agenda be approved.

CARRIED

3. Approval of Consent Agenda

Moved by: S. Thompson

Seconded by: S. Sanajou

THAT the Consent Agenda be approved.

CARRIED

The Board spoke to the Library User survey acknowledging its success with over 3000 responses already received.

The Board thanked staff and the EDI Steering Committee for their work and commented that a lot of progress has been made.

4. Business Arising from Minutes

None.

5. Director

a) Update

Please see report attached report from the Director.

S. Hall also mentioned that the Witness Blanket was a huge success and staff will provide an update at the May Board meeting.

Discussion ensued regarding topics for the May workshop, and it was agreed to be cancelled. There will not be a workshop in June as well; however, Board members are encouraged to attend the Donor Appreciation event on June 21.

6. Governance

a) Terms of Use: Borrowing Limit Increased to 100 Physical Items

S. Hall advised that the Library has increased the borrowing limit for most patron types to 100. The 50-item limit was restrictive for certain families with multiple users on one card. After surveying neighbouring libraries, it was found that many of them had higher borrowing limits. We aren't planning to advertise this change, however; patrons can now check out more items on one account.

7. Strategy

a) 2024 Draft Business Plan (revised)

S. Hall provided an overview of the Draft Business Plan and advised that the board changes were incorporating, including a reference to the support and development of staff and the importance of their mental wellness, research and planning preparatory to the development of a growth strategy in 2025, and work on some HR processes. S. Hall will report on the progress of these goals throughout the year.

Moved by: A. Nimmons

Seconded by: L. Yu

THAT the revised Business Plan be approved.

CARRIED

b) Q1 Business Plan Report

S. Hall provided an overview of the Q1 Business Plan report noting that significant progress was made in the first quarter and thanked all library staff for their hard work.

Moved by: B. Hafizi

Seconded by: S. Sanajou

THAT the Q1 Business Plan Report be received for information.

CARRIED

8. Finance

a) 2023 Year End Finance Report

A. Nimmons advised that the Finance Committee reviewed the 2023 Year End Finance report and no concerns were noted.

The Board thanked S. Gill for all his hard work in preparing these documents.

Moved by: A. Nimmons

Seconded by: L. Yu

The 2023 Year End Financial Report is provided to the Library Board for information.

CARRIED

9. Infrastructure Committee

B. Hafizi reported on the following projects:

- The RFP for the heating upgrade project has closed and we have reviewed the proposals. We will be engaging a firm soon to provide complete design and construction services.
- The roofing upgrade project tender has been posted and closed April 9th. We will start reviewing the proposals soon.
- The Elevator to the Rooftop parking project tender has been posted and is closing April 18th.
- A Circulation area renovation is underway which involves opening up the workspace, relocation of the accessible self-checkout, and includes installation of glazing, swinging doors, and height adjustable desks. This will result in a more efficient layout for Circulation staff.
- We are in the early stages of preparing for the Mezzanine renovation. The architects have received the cost estimate and have forwarded it to their consultants for review and should have the reports to us in the next two weeks. We will then

engage a structural engineer, designer, and lighting consultant to assist in moving forward on construction.

In response to a question from the Board, S. Gill advised that the Mezzanine renovation is anticipated to be complete by late summer or early fall.

10. Engagement Committee

S. Sanajou encouraged the Board to attend the Foundation Donor event on June 21, 2024, commenting that it is important to acknowledge our donors.

S. Sanajou mentioned that the Community Relations Opportunity calendar will be re-introduced at the May Board meeting and asked Trustees to sign up for events that they are interested in attending.

11. Council Update

S. Thompson reported on the following:

- The Keen Lau Fitness Circuit in Ambleside Park is scheduled to be open for use by the public on April 20, 2024.
- Beginning this summer, the District will begin construction of four new outdoor pickleball courts in Ambleside Park. The new courts will be situated south of the Spirit Trail, on H Field, a gravel field which is currently primarily used for parking. The placement of the courts meets with recommendations from Pickleball BC regarding noise mitigation.
- April 6 was the official opening of the Arnold Wallner SAR base at Capilano Gate (just inside the watershed gate at Cleveland Dam. This is a new state of the art facility that replaces their old Cap Gate SAR station, and provides critical space for rescue and helicopter operations in the western portion of their response area.
- A full-scale Wildfire Fighting Exercise was hosted by the District of North Vancouver Fire and Rescue Services (DNVFRS) in Deep Cove on Thursday, April 11.
- The District of North Vancouver's Long Service awards were held on April 17.
- The deadline to submit nominations to an outstanding person or group for a 2024 West Vancouver Community is May 5.
- Spoke to the initial phase of the pay parking in effect at Lighthouse Park, Whyte Lake/Nelson Canyon Park, and Whytecliff Park.
- West Vancouver Council has indicated it plans to designate 2,500 acres of forested "Upper Lands" as dedicated park space.

12. New Business

None.

13. Date of Next Meeting

[5]

Wednesday, May 15, 2024, 7 p.m.

14. Adjournment

The meeting was adjourned at 7:58 p.m.

All documents distributed at the meeting are available for perusal upon request.

s. 22(1)

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Tracy Wachmann

Chair, West Vancouver Memorial Library Board

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
AWARDS COMMITTEE MEETING MINUTES
RAVEN ROOM, MUNICIPAL HALL
WEDNESDAY, MAY 1, 2024**

Committee Members: C. Burns (Chair), A. Hendi, S. Hennessy, P. Mayan, M. Ware, and J. Waterhouse attended the meeting in the Raven Room, Municipal Hall. Absent: L. Endler, S. Mani; and Councillor S. Thompson.

Staff: C. Rosta, Cultural Services Manager (Staff Representative); and A. Nomura, Cultural Services Department Secretary (Committee Clerk) attended the meeting in the Raven Room, Municipal Hall.

1. CALL TO ORDER

The meeting was called to order at 6:06 p.m.

2. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the May 1, 2024 Awards Committee meeting agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the April 3, 2024 Awards Committee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

4. Council Liaison Update

There was no update.

5. Community Outreach Update

Staff gave the Committee an update on how many nominations had been received so far, along with the award categories that the nominations were falling under.

The Committee discussed additional outreach and communication tactics.

It was Moved and Seconded:

THAT the discussion regarding Community Outreach Update be received for information.

CARRIED

6. Community Awards Ceremony

Staff displayed last year's awards ceremony presentation to the Committee. Staff also provided an update on the planning process so far, including an update on the physical awards, venue booking, and catering.

It was Moved and Seconded:

THAT the discussion regarding Community Awards Ceremony be received for information.

CARRIED

7. PUBLIC QUESTIONS

There were no questions.

8. NEXT MEETING

Staff confirmed that the next Awards Committee meeting is scheduled for May 15, 2024 at 6 p.m. and held in-person in the Raven Room, Municipal Hall.

9. ADJOURNMENT

It was Moved and Seconded:

THAT the May 1, 2024 Awards Committee meeting be adjourned.

CARRIED

The meeting adjourned at 6:43 p.m.

Certified Correct:

s. 22(1)

Chair

s. 22(1)

Committee Clerk