

OCP Implementation Committee (OCP IC) May 14th, 2014 Meeting Notes

Attending: Dan Ellis, Krista Tulloch, Adrian Chaster, David DeMuynck, Peter Klinkow, Arash Rezai, Adele Wilson, Elaine Grenon, Erin Black, Chris Meyer, Kolton Smith, David McLeod, Heidi Nesbitt, Paul Tubb, Corrie Kost; Councillor Robin Hicks **DNV Staff:** Susan Haid, Sarah DalSanto, Darren Veres

Regrets: Rory Barlow, Erin Black

1. Welcome to new members and introductions

The Chair welcomed and introduced the newly elected Committee members, which included Adrian Chaster, David DeMuynck, Peter Klinkow and Arash Rezai. New members briefly introduced themselves, described their backgrounds and qualifications and explained their interests in joining the Committee. Existing Committee members also introduced themselves and described their backgrounds and qualifications.

2. Approval of agenda, review and approval of meeting notes from March 5th, 2014 and discussion re: election Chair and Vice-Chair to occur at next meeting

- Next meeting scheduled for June 18th, 5 -7pm at District Hall (since updated). Potential agenda items may include a focus on OCP targets and monitoring and Delbrook Community Association's engagement program (now for fall meeting).
- Meeting notes were approved.
- A motion was passed to delay the election of the Chair/Vice-Chair until the next meeting. It was suggested by a Committee member that members interested in nominating themselves could submit their name privately to staff by email for election at the next meeting.
- There was a request to add agenda items: recent engagement events attended by OCP IC members and an overview of the status of the existing Lynn Valley Design Guidelines
- The Chair gave a brief description of the Committee's background and its mandate. He explained that the Committee's work is a continuation of work started by the OCP Roundtable during the planning and consultation phase of the OCP and their objective is to advise on community engagement, key OCP initiatives and monitoring progress towards the OCP's targets. He also explained that the Committee's terms of reference was recently updated to extend the Committee's term and to provide for opportunities to meet with Council for regular "updates and check-ins".

3. Committee input re: Upcoming Coach House Community Consultations

Sarah DalSanto presented the District's proposed gradual entry approach to coach housing in the District. She described the community interest in and need for coach housing the district, the proposed criteria for determining eligible lots and the council approval timeline. Darren Veres reviewed draft engagement materials which included a coach house booklet that provided an overview of the need and

interest for coach houses and the proposed entry approach; a coach house “frequently asked questions” information sheet; and feedback form that solicited feedback on the proposed entry approach and preliminary design criteria.

Discussion

- A number of issues concerning the proposed approach were identified by members, which were subsequently addressed by staff.
- It was pointed out that the locations selected for consultation are in the areas that might not have the most interest in Coach House development i.e., Edgemont. It was recommended that District Staff focus their consultation efforts in neighbourhoods where the majority of the eligible lots exist i.e., Pemberton, Keith Lynn.
- Members recommended highlighting the principles and objectives of coach housing in order to remind and educate residents of the rationale for the program i.e., additional rental housing and options for our aging population.
- The messaging around the tax implications for coach houses needs to be more clearly defined – same as secondary suite
- A Committee member enquired about the role of the Committee members during engagement events. Staff responded that members are identified with an orange name tag and give an opportunity for community members to give feedback, ask questions of other community members. Members also assist staff in engagement, ensure engagement meets OCP goals and objectives, and use their networks to help notify the public of upcoming events. Committee members added that members also identify new opportunities for engagement and new tools or ways to engage.
- A Committee member suggested a useful engagement technique: identify five simple and memorable messages that you want the public to take away from the event or from the materials – It’s critical that messages are simple, visible, and accessible.
- There was a suggestion to combine coach house engagement events with other activities taking place in the District or engagement events on similar topics i.e. housing.

4. General Updates –Current OCP Implementation and Engagement Activities

Co-Design Session – Lower Cap May 7: Staff provided a brief overview of the Lower Capilano Village Centre Co-Design Session which occurred on May 7th at the Grouse Inn. The objective of the design session was to help refine the draft public realm design guidelines and included participation from members of ACDI, DNV engineering, designers, developers, land owners, members of community and OCP IC member Elaine Grenon. The results of the event were placed on display after the event and were made available to the public for review. Staff also explained that they intend to host a follow up meeting with the community once the results of the session have been compiled and analyzed.

Discussion

- An OCP IC member considered the engagement strategy to be successful – It allowed for the early identification of issues and concerns, building capacity and ownership over the designs and led to a general consensus. They also commended the consultant for their efforts
- Opportunity to align public realm concept to link to Grouse Inn site.

Lower Cap Peripheral Area Workshop: Staff provided an overview of ongoing planning work for the Peripheral Residential Area surrounding the Lower Capilano Village Centre. This work has included a series of workshops, a study of the financial feasibility of different low density ground-oriented housing forms, and a community workshop attended by Blair Erb from Coriolis. Based on feedback received from these events and the results of work completed by Coriolis, Staff prepared a draft housing policy for the area that illustrates locations for potential low density multifamily residential uses that could be sensitively introduced. Staff intends to host a workshop on May 28th at the Grouse Inn to present elements of the draft policy back to the community. Staff explained that peripheral area residents will be notified of this meeting through a hand delivered postcard and by email using the Lower Capilano Village Centre data base and via web notices.

Discussion

- A member felt there was a discrepancy between the peripheral area plan and OCP – he felt the peripheral area plan indicated that the entire area directly surrounding the Lower Capilano Village Centre was considered a transitional zone; Staff responded that all of the peripheral area is within the designated Village Centre and the preliminary concept for the area shown in Feb does not include all of the homes from the OCP Land Use map for Lower Capilano Marine Drive Village Centre. Certain parts of the peripheral area are envisioned as staying the same.

5. Other Business and items for next meeting

Lynn Valley Design Guidelines: A Committee Member asked if there was any opportunity to consider a co-design session and explore potentially a woonerf type street as part of design guidelines for the Lynn Valley Town Centre. Susan explained that work is currently underway on the Lynn Valley Town Centre design guidelines but the timing and the process to complete them have yet to be determined. She added that an application has been received from Bosa for the rezoning of a portion of the Lynn Valley Mall site and is currently being considered by Council. Some of the draft design guideline work (previously presented in 2012) is being used as a draft to help shape aspects of current development applications. Staff will report back with further information on the engagement process in light of input.