

OCP Implementation Committee (OCP IC) July 3rd, 2014 Meeting Notes - DRAFT

Attending: Robin Hicks, Dan Ellis, Krista Tulloch, Elaine Grenon, Peter Klinkow, Corrie Kost, Arash Rezai, Adele Wilson, Paul Tubb, Erin Black, Kolton Smith, David DeMuyneck, David McLeod; **DNV Staff:** Susan Haid, Darren Veres, Kevin Zhang

Regrets: Rory Barlow, Chris Meyer,

- 1. Approval of agenda and next meeting date:** Agenda approved and next meeting date scheduled for Wednesday, Sept 10th.
- 2. Election of Chair and Vice-Chair:** Dan Ellis was elected for the position of Chair by acclamation; Krista Tulloch was elected for position of Vice-Chair.
- 3. Review and approval of meeting notes from May 14th:** Meeting notes approved. The Chair reported receiving feedback from the Committee indicating that some members felt that meeting agendas often contain too many items to be properly addressed within the allotted meeting time. Staff indicated they would take this into consideration when preparing future meeting agendas. A Committee member suggested that meetings could be scheduled more frequently as a possible solution. Susan Haid responded that, prior to 2014, meetings were scheduled more frequently at once a month, and if the Committee prefers, we can return to a monthly schedule. A Committee member suggested placing agenda items that go over time “on hold” and then following-up on them offline.
- 4. Review and discussion of recent consultation activities, feedback and next steps**
Coach house engagement - Various dates: Darren Veres provided an overview of the public engagement events, materials (coach house information brochure, a frequently asked questions handout, and survey), preliminary survey results and next steps associated with the District’s proposed approach to Coach Housing. He explained that, after the initial series of public events finished, the engagement effort was expanded to include static displays and engagement materials in all three District Libraries and in the atrium of the District Hall. The deadline for feedback was also extended from June 14th to June 30th. He explained that preliminary feedback demonstrates growing community interest and strong support for consideration of Coach Houses in the District. He outlined next steps in the Coach House process, which include: 1) undertaking further analysis of the feedback results 2) presenting the results to Council for feedback and direction at the Council Committee of the Whole meeting on July 22nd and 3) developing a coach house “how-to” guide and preparing a zoning bylaw amendment for Council consideration and a public hearing in early fall.

Discussion

- A Committee member suggested hosting future engagement events in conjunction with other community events rather than asking the community to come out for specific engagement events.
- A Committee member commented that the public response to the engagement series was largely from families interested in building coach houses for a variety of family reasons and was keeping in line with many of the District's objectives for the proposed program.
- A member commented that most of the interest in coach housing is from people who are interested in developing coach houses and not from people who are interested in living in them.

Lower Capilano peripheral residential area consultations

Susan Haid gave an overview of the May 28th community workshop in which staff presented the draft peripheral area housing policy to the community for feedback. She reported that residents were generally supportive of the draft policy directions but there were some concerns around traffic. She explained that a follow-up meeting took place on June 9th where residents from Sandown Place expressed a desire to make a small revision to the proposed policy. Staff modified the draft policy based upon this recommendation. She then provided an overview of the June 16th Council Committee of the Whole meeting in which staff presented the draft peripheral area housing policy to Council for feedback. Council was generally supportive of the draft policy directions but directed staff to investigate ways to manage the pace of change and reduce the impacts of new development on neighbours. The draft policy will be considered by Council at the July 21 regular meeting of Council.

Discussion

- A Committee member remarked that the additional small group meeting that Susan described were beneficial to the Lower Capilano peripheral area engagement process and resulted in an improved policy and process. These meetings also reflected the importance of Committee members in identifying new opportunities for engagement.
- A member questioned how this plan reflects the greater OCP goals. Staff responded that it addresses: 1) OCP housing objectives by providing diversified housing options in the form of low density multifamily townhouse and low rise apartments; 2) transitional housing objectives -- transitioning from the village centre core to adjacent peripheral single-family areas; 3) Environmental objectives - enhanced connectivity and open space network.
- A member commented that the involvement of the larger community should be sought regarding development in this area as everyone will feel the impacts.
- A member commented that there is a great deal of information available (implementation plans, transportation studies, etc) to the public that indicate that the results of this development will be less disruptive than they perceive.

Lower Capilano community co-design session

Susan Haid provided a brief overview of the Lower Capilano co-design sessions. She explained that at the May 10th event, participants developed concepts for the proposed new community street or "Woonerf" road (pedestrian-oriented, "living street") the "Crossroads", and the key public plazas at

either end of the Crossroads. The results of this meeting were refined by the consultants PWL, developed into a “blended concept plan” and presented back to the participants at a meeting on June 10 for feedback and revisions. Staff will present the draft designs to Council Committee of the Whole on July 22 for feedback and then bring them back to Council for consideration some time in early Fall.

Discussion

- A Committee member expressed concern about development proceeding without final design guidelines in place. Susan explained that, while design guidelines are still under development, staff can still provide design guidance to ensure that development is consistent with the vision for the area.

5. OCP performance monitoring and reporting working session -- Developing a vision for the OCP monitoring report: objectives, target audience, examples

Staff member Kevin Zhang delivered a presentation outlining examples of good performance monitoring practices which highlighted the need for a strong story, good supporting data, and strong visual communication. Committee Member Peter Klinkow presented on the “Theories behind performance measures” which included good performance measures, metric hierarchies, measurement principles and best practices. Corrie Kost presented his own example of performance monitoring specific to the DNV called “Indicators and Progress”. This concentrated on 4 metrics: growth, housing, transportation, climate change action.

Discussion

- A Committee member commented that the 11 OCP targets are going to be difficult for staff to measure and it may be easier to focus on the big picture targets such as housing etc.
- A member suggested referring to the Terms of Reference for guidance to help identify audiences and their needs. Residents and stakeholders are the primary audiences and staff is a secondary audience.
- Susan provided a brief overview of the Committee’s goals and objectives as specified in the Terms of Reference.
- A Committee member responded that it is not the Committee’s responsibility to focus on indicators; the focus needs to be on its use as a consultation tool.
- A member commented that we are missing an audience... the one that doesn’t live here yet is being overlooked.
- A member pointed out that the timeframe for monitoring is evolutionary and can change depending on prevailing economic factors at the time.
- Susan summarized the main discussion points. She reiterated that the Committee is not expected have expertise in performance monitoring but will be critical when it comes to consulting the public regarding indicators. She also commented that the scale of the project could require the formation of a working group to undertake more detailed work.
- Councillor Hicks commented that it would be beneficial to have the Committee communicate with Council at regular intervals.

- Susan clarified that the updated Terms of Reference provide for an opportunity to connect with Council.
- A Committee member asked if it was the Committee's responsibility to sound the alarm if the OCP is underperforming.
- Susan explained that according to the Local Government Act, the District is required to report to Council every 2 years with a summary performance review and every 10 years with a more detailed review.
- A member commented that there is a perception that some District residents are reacting to OCP in a negative manner and the District needs to take a more proactive approach to demonstrate how well it is performing. The OCP is about being hopeful.
- A member questioned what the role of the Committee is in updating Council.
- Another member responded that Council is using the OCP to guide decisions.
- A member commented that all 11 targets are important and it is the District's responsibility to monitor them all and not select between individual targets.
- Susan proposed forming an OCP performance monitoring working group who would be responsible to communicate the progress and results of work done on the OCP performance monitoring with entire OCP Implementation Committee. The Committee responded that they were in favour of the idea and several members volunteered including David DeMuyneck, Erin Black, Corrie Kost, Kolton Smith, Peter Klinkow, Adele Wilson and Krista Tulloch. The OCP Monitoring Working Group agreed to meet on Wednesday, July 4th from 5:00-7:00pm at District Hall.