

AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>April 15, 2019</u>
<input type="checkbox"/> Other:	Date: _____

Dept. Manager	GM/ Director	CAO
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The District of North Vancouver REPORT TO COUNCIL

April 5, 2019
File: 13.6440.01/000.000

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Susan Rogers, Manager, Parks
Mairi Welman, Manager, Strategic Communications

SUBJECT: Delbrook Lands 2019 Planning and Engagement Process

RECOMMENDATION:

THAT staff is directed to proceed with the process outlined in the April 5th, 2019 Report from the Community Planner, Manager of Parks, and Manager of Strategic Communications entitled "Delbrook Lands 2019 Planning and Engagement Process."

AND THAT Council select the extent of the local neighbourhood consultation area from the options below:

- a. a 100m radius from the Delbrook Lands;
- b. a 200m radius from the Delbrook Lands; OR
- c. an alternate notification area as determined by Council.

REASON FOR REPORT:

To recommend a framework for the next phase of the Delbrook Lands planning process and to outline an engagement strategy for the period prior to the statutory rezoning process.

SUMMARY:

This report provides a proposed engagement strategy for the park design and planning process, the size and location of community services, and the form and character of the affordable housing building on the Delbrook Lands site.

More specifically, this report details the level of engagement recommended for preparing a Delbrook Lands Conceptual Park Master Plan and the process by which to engage the local neighbourhood. It outlines the engagement process, and identifies key audiences, key messages, and the various communication tools recommended.

BACKGROUND:

A District-wide consultation on the future of the Delbrook Lands, called the Delbrook Dialogue, was undertaken in 2015-16. Several hundred District residents participated in the process, and recommendations were reported to Council on September 19, 2016, with the majority of participants favouring a mix of “affordable housing” (funded by senior government), some form of seniors care and child care facility, and a park.



Figure 1: Delbrook Lands Site

On March 12, 2019 Council met with the Delbrook Community Association (DCA) in a workshop to discuss their concerns.

Council has now directed staff to engage the local community in an expedited and concurrent process of creating a park design plan, choosing the location and size of community services, and determining the form, character and location of an affordable housing building on the site.

ANALYSIS:

This expedited and locally-focussed planning and engagement process seeks to understand the neighbourhood's desires regarding:

1. Park planning and design
2. Community services type and location
3. Form and character of an affordable housing building

The following sections detail the steps recommended to address the above matters.

Park planning and design:

The objective of the Delbrook Lands Conceptual Park Master Plan is to design a park that reflects the Delbrook community's desire to create a vibrant, safe, inclusive and accessible multi-purpose park that will enrich the community through site-appropriate design. The Master Plan will provide a range of park amenities for all ages, abilities and interests, while protecting and enhancing the natural resources of the Mission Creek riparian area.

The following steps outline the process by which the Delbrook Lands Conceptual Park Master Plan will be developed and consulted on:

1. Prepare Site Analysis summary
 - a. Intent: To highlight site opportunities and constraints
 - b. Process: Review environmental resources, site topography, solar orientation, existing park amenities (e.g. playground and tennis courts) and parking & roadways
2. Analyze Needs and Preferences
 - a. Intent: To summarize public input for the new park to date and seek public input on preferred features for the park
 - b. Process: Review Delbrook Community Association input from March Council workshop, Delbrook Lands Deliberative Dialogue Report, DNV Parks and Open Space Strategic Plan. etc.
3. Develop a Park Vision and Objectives, Identify Key Park Features and Develop Park Options
 - a. Intent: To support key park planning and design objectives. For example, optimize protection of creek forest and riparian areas, incorporate sustainable and accessible principles in the design of park, provide a variety of park opportunities to meet diverse age groups and interests, strengthen trail connections for bikes and pedestrians. To integrate key features (as determined through consultation) into the final park master plan.
 - b. Process: Seek public input on park vision and objectives, park features and options.
4. Consider the location of existing and proposed site uses (e.g. housing, day care)
 - a. Intent: To assist with phasing of building demolition and park development
 - b. Process: Provide options that demonstrate trade-offs between housing, community services, and available park space. Seek public input on trade-offs.
5. Develop a recommended Park Master Plan option
 - a. Intent: To develop a Plan that reflects the needs of the neighbourhood and to develop a preliminary cost estimate to prepare detailed plans to support future construction of a park.
 - b. Process: Utilize what is learned from the public engagement process to help craft a comprehensive park master plan.

Community services type and location:

Through the Delbrook Deliberative Dialogue process and in Council's recent workshop with the Delbrook Community Association, there was overall general support for the following community services:

- Adult day care
- Child care
- Seniors' respite care

The exact location and size of each of these facilities will be determined through further site analysis and public engagement as part of the neighbourhood consultation process.

Form and Character of an Affordable Housing Building

Through the Delbrook Deliberative Dialogue process and in Council's recent workshop with the Delbrook Community Association, it was determined that there is a willingness to consider a building containing social housing of a height up to four stories on the existing surface parking lot.

There was also general consensus that seniors' respite care could be located on the first floor of a building containing affordable housing. The public engagement process outlined in this report will further refine the form, character, and size of this building.

After concluding the engagement process outlined in this report, the next step will be a rezoning process. A rezoning of the land will be required to accommodate any change in use including a senior's respite care or affordable housing. If the process proceeds to rezoning, staff will continue to work on further refining the parks plan.

Timing/Approval Process:

With direction from Council on April 15, 2019, this engagement process can be executed prior to summer break.

Concurrence:

This report has been developed in ongoing collaboration with Community Planning, Communications, and Parks.

Financial Impacts:

The cost of the neighbourhood public engagement process is estimated at \$15,000, including development of support materials, advertising and direct mail costs, and an open house event. Park design work and illustrations of potential form and character for buildings are being executed in-house.

Liability/Risk:

N/A

Social Policy Implications:

Social policy considerations will be addressed through the engagement and planning processes.

Environmental Impact:

The preferred options for the affordable housing building and park design will take existing environmental constraints into consideration, including riparian areas and slopes, to mitigate any environmental impact to the natural resources on site.

Public Input:

The timeline for the planning and engagement process is outlined below, and will be followed by the statutory rezoning process:

Timeline	Audience	Action Item
May - June	Staff and Community	Staff engages with local neighbourhood on park design, affordable housing form and character, community services
June	Staff	Staff reports to Council on neighbourhood engagement program outcomes
June	Council	Council decision point Has engagement satisfied the need for input? Is more required?
TBD	Council	Council decision point To proceed or not proceed with rezoning process
TBD	Staff and Community	Rezoning Statutory Process including Public input
TBD	Council and Community	Public Hearing

It is important to note that this engagement program precedes the public input opportunities that are statutorily afforded to the general public within the rezoning process, which will occur once the final design concept for the site has been determined.

Engagement Process:

PUBLIC ENGAGEMENT SPECTRUM

Adapted and used with permission from the International Association for Public Participation (IAP2 Federation).

Inform	Listen & Learn	Consult	Involve	Collaborate	Empower
"We will keep you informed. We will provide information that is timely, accurate, balanced, objective, and easily understood. We will respond to questions for clarification and direct you to sources of additional information."	"We will listen to you and learn about your plans, views, and issues; and work to understand your concerns, expectations, and ideas."	"We will keep you informed, and listen to and acknowledge your concerns and aspirations in developing final solutions, and we will report back to you on how your input influenced the decision."	"We will work with you to ensure your concerns and aspirations are directly reflected in the alternatives developed, and we will report back on how your input influenced the decision."	"We will look to you for advice and innovation in formulating solutions, and we will incorporate your recommendations into the decisions to the maximum extent possible."	"We will implement what you decide."

The engagement process for this neighbourhood-level process is at the "Consult" level on the IAP2 spectrum of engagement, and will consist of an online survey, and a community open house event for the Delbrook neighbourhood. To fulfil our promise made during the previous engagement process, the DNV will provide past participants with an update on this new engagement process.

Information materials will be developed that describe the possible options for and trade-offs between elements of park design, affordable housing, and community services for the site.

Key Audiences:

- Adjacent neighbours to the site
- Residents of Delbrook neighbourhood
- Delbrook Community Association
- Parks & Natural Environment Advisory Committee (for park design)
- Delbrook Dialogue participants
- Media

The 'neighbourhood' can be defined as properties being:

- Located within a 100-metre zone of the site, as required by Council bylaw through the statutory consultation process for a rezoning; OR
- Located within a 200-metre zone of the site, to include a wider catchment area, OR
- An alternate area defined by Council see Figure 4

Corresponding maps of the 100-metre and 200-metre zones can be found below:



Figure 2: Properties within a 100m zone of the site

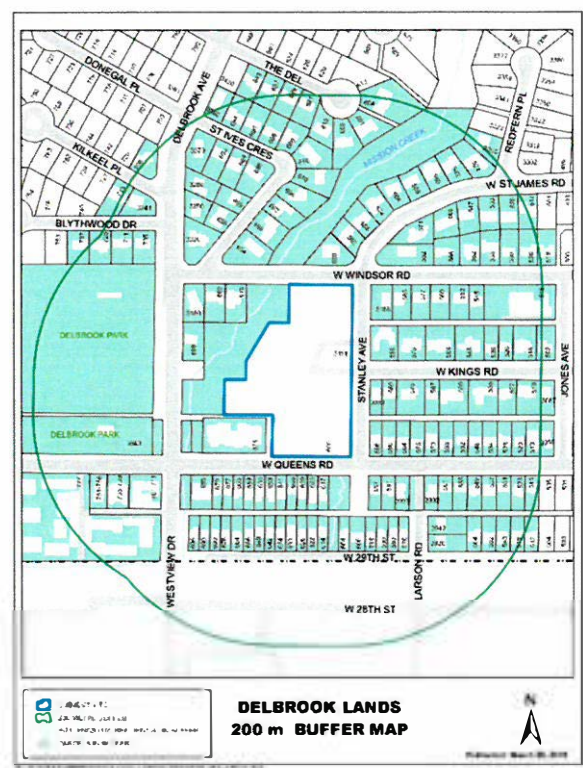


Figure 3: Properties within a 200m zone of the site

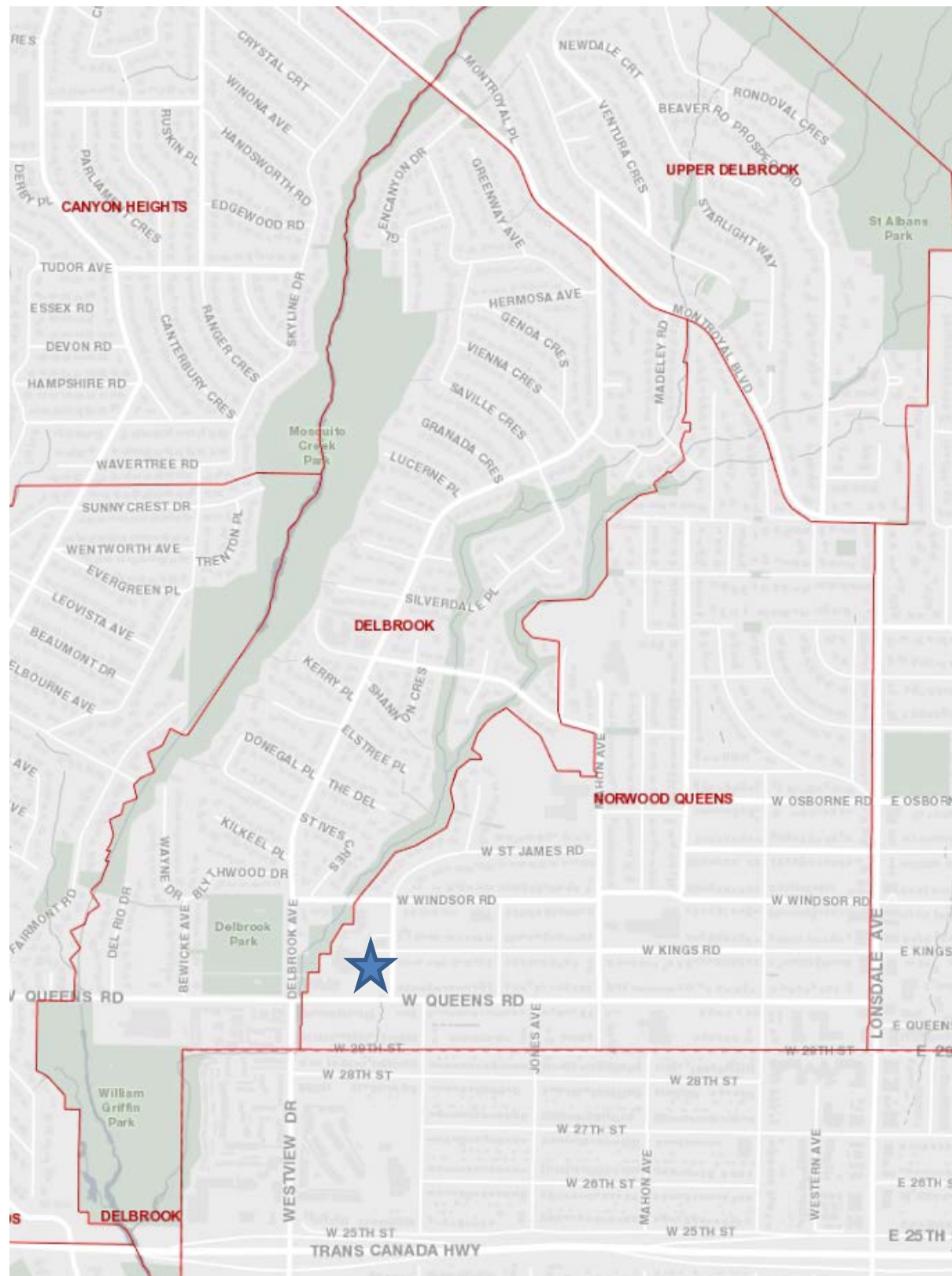


Figure 4 – Reference map of area – star indicates Delbrook Lands site

It is at Council's discretion which area constitutes 'neighbourhood' for the purposes of this consultation.

Engagement Key Messages:

Key messages are used in the public awareness materials. They provide everyone involved with a consistent and approved set of information points.

Cornerstone messages:

- The District of North Vancouver held a community-wide dialogue regarding the future of the Delbrook Lands, and the community supported parkland, affordable housing, and community services being co-located on the site.
- Now the District is ready to engage the Delbrook neighbourhood on a deeper level about the specifics of the site design.
- We heard your concerns and we want to learn more about your vision for the future of the site.
- Delbrook residents are invited to get involved and provide their thoughts on the park design, the location and size of a community services, and the form, character and location of affordable housing on the Delbrook Lands site.

For engagement awareness the following messages will be used:

- Watch your mailbox for your invitation to upcoming consultation events
- Visit DNV.org/DelbrookLands to learn more and join our Delbrook neighbourhood email list

Communication Tools:

Action Item	Responsibility	Cost Estimate	Lead Time Required	Details
Foundational key messages	Communications	In-house	2 weeks	Development and sign off of messages
Web content	Communications/ Community Planning/Parks	In-house	3 weeks – dependant on graphic materials & technical info from Planning & Parks	DNV already has significant web content on Delbrook Lands. Additional content will be added to support the new engagement project.
Graphic design	Communications with technical materials from Planning, Parks	In-house	4 weeks	The community engagement program will be supported by new graphic content such as display boards, maps, renderings of building mass

Action Item	Responsibility	Cost Estimate	Lead Time Required	Details
	and Consulting Team			and form, iconography, infographics and document design for use in print, on web site and in social media channels.

On site signage	Communications	Est. \$2500	2 weeks	Invite neighbours to participate in the next level engagement
Advertising/ Promotion	Communications	Est. \$5000	3 weeks	Facebook geo-targeted ads to Delbrook postal code Direct mail invitation from Council in the form of letter or postcard to homes in Delbrook neighbourhood to participate in new process. Email to past participants letting them know a local round of consultation is taking place, and providing them with a channel for input
Media Relations	Communications Council with technical/SME support from Planning, Parks	In-house	2 weeks once materials are finalized	Provide Council and key spokespeople with interview coordination. Manage incoming requests for information & interviews Provide background briefing to North Shore News to provide update on technical information

Engagement Tools:

Online survey	Communications design with info from Parks and Planning	In-house	4 weeks -- dependant on technical materials from Parks and Planning	There will be two rounds of online survey in this engagement process. The first is to gather neighbourhood preferences the second will coincide with the open house event and will gather feedback on the draft design options.
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Community Open House	Parks and Planning staff with assistance from Communications for materials & input form development. Council optional	TBD depending on location	4 weeks	Drop-in open house will be held in Delbrook neighbourhood, providing visual materials regarding draft options for site. Parks and Planning staff and Community Planning staff will be on hand to explain options/trade-offs and answer technical questions. Participants can fill in an input form or go to web link and complete online survey. Council may wish to participate to engage in direct conversation with attendees.

Engagement Completion:

After the neighbourhood engagement process is completed, and prior to first reading of any rezoning bylaw, a report will be provided to Council containing the results from the online surveys and open house feedback forms, and any email comments that are received pertaining to Delbrook Lands. This information will be made public and all engagement process participants will be notified of the results.

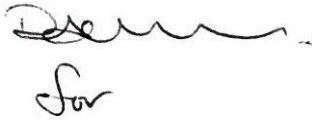
Conclusion:

There has been extensive consultation on the potential uses of the Delbrook Lands. Council has indicated its desire to complete a further condensed and expedited consultation with the local neighbourhood on park design, affordable housing form and character, and community services.

Options:

1. Engagement Process:
 - a. Direct staff to proceed with the engagement process outlined herein; or
 - b. Direct staff not to proceed with the process outlined herein and provide direction to staff regarding desired changes to the plan; AND
2. Defining local neighbourhood consultation area:
 - a. That local neighbourhood be defined by a 100-metre zone around the site; or
 - b. That local neighbourhood be defined by a 200-metre zone around the site; or
 - c. An alternate area defined by Council.

Respectfully submitted,



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Manager Parks

Mairi Welman
Manager, Strategic Communications

REVIEWED WITH:					
<input checked="" type="checkbox"/> Community Planning	_____	<input type="checkbox"/> Clerk's Office	_____	External Agencies:	
<input type="checkbox"/> Development Planning	_____	<input checked="" type="checkbox"/> Communications	_____	<input type="checkbox"/> Library Board	_____
<input type="checkbox"/> Development Engineering	_____	<input type="checkbox"/> Finance	_____	<input type="checkbox"/> NS Health	_____
<input type="checkbox"/> Utilities	_____	<input type="checkbox"/> Fire Services	_____	<input type="checkbox"/> RCMP	_____
<input type="checkbox"/> Engineering Operations	_____	<input type="checkbox"/> ITS	_____	<input type="checkbox"/> NVRC	_____
<input checked="" type="checkbox"/> Parks	_____	<input type="checkbox"/> Solicitor	_____	<input type="checkbox"/> Museum & Arch.	_____
<input type="checkbox"/> Environment	_____	<input type="checkbox"/> GIS	_____	<input type="checkbox"/> Other:	_____
<input type="checkbox"/> Facilities	_____	<input type="checkbox"/> Real Estate	_____		
<input type="checkbox"/> Human Resources	_____	<input type="checkbox"/> Bylaw Services	_____		

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