

Appendix A

Project Timeline and Consultation Plan

Project Timeline

Overall, key milestones for the HRA Refresh project will be:

Milestone	Timeframe
Post-implementation Evaluation of the Heritage Conservation Area*	Fall 2021
Research and Principles Development	Fall 2021
Community Consultation (WE ARE HERE) <ul style="list-style-type: none">○ Stakeholders (e.g. previous applicants, Preservation Society)○ City committees and task forces○ General public (online)	Winter 2021-2022
Policy Framework for Endorsement	Spring 2022

**This work is outstanding from a 2019 program (prior to the Covid-19 pandemic) and is partially complete, and would include finalization of the Incentives Program. An understanding of the impact of the Conservation Area and clarity on the incentives available through the Zoning Bylaw in Queen's Park will inform the integration of the Heritage Conservation Area into the city-wide HRA policy.*

Implementation Program

When the policy is presented to Council for endorsement, staff would also present a proposed Implementation Program. The Program would be launched in the summer of 2022 and includes tasks such as:

- Refining the legal tools and processes
- Developing application procedures
- Internal, interdepartmental coordination of construction requirements
- Creation of public guides and resources, and educational outreach as required
- Updating of related documentation and policies

Community Consultation Plan

Round 1: Principles (Nov 2021-Jan 2022)

The first round of consultation is currently underway and is focused on the five development incentives and the four groups of principles listed in Appendix B. The first round of consultation includes two main groups, and take place over the winter 2021-2022. The groups are:

1. Invitational Meetings/ Focus Groups
 - a. Past applicants from Heritage Revitalization Agreement (HRA) projects
 - b. Builders, designers, architects, and heritage professionals who have worked on HRA projects in the city

- c. New Westminster Heritage Preservation Society Directors
 - d. Queen's Park and Brow of the Hill Residents' Association Directors
2. City Committees and Task Forces
- a. Community Heritage Commission
 - b. Advisory Planning Commission
 - c. Reconciliation, Social Inclusion, and Engagement Task Force
 - d. Environment and Climate Advisory Committee

Each of the four City committees will be reviewing their corresponding principles. Other Task Forces would be engaged for feedback should issues for discussion be identified through consultation with other groups.

Round 2: Draft Policy (Feb-March 2022)

Following the first round of consultation, staff would report back to Council with a draft framework for the refreshed policy. The draft framework would build on the principles above, responding to the feedback gathered and Council's direction.

The draft would then be presented to the general community to seek feedback through:

- a. an online community survey;
- b. in-person community information session, should Provincial Health Guidelines be achievable; and
- c. virtual, telephone, or small in-person appointments with staff upon request, should an online or public event not be comfortable for the individual.