



March 25, 2025

MEMO TO : Park Board Commissioners

FROM : Director, Park Planning and Development

SUBJECT : **Kitsilano Community Centre Childcare Use of Park Space Engagement Summary – Board Briefing Memo**

Dear Commissioners,

This memo is to inform the Board that, per approved policy, engagement for the proposed conversion of park space to childcare play area in support of new group childcare within the existing Kitsilano Community Centre has been completed, and that staff will be recommending to the General Manager of Parks and Recreation that he conditionally approve this change in use.

On July 13, 2023, the Park Board approved the [Community Centre Childcare Use of Park Space \(CCCUPS\) Policy](#). Per the approved CCCUPS Policy, Park Board staff are now able to process requests from childcare operators in community centres for exclusive use of community centre-adjacent park space, to achieve outdoor space licensing requirements for new or expanded group childcare programs within existing community centres under a set of consistent criteria.

As outlined in the Board report, where a proposal is conditionally approved by Park Board staff under the CCCUPS Policy, a community notification process will be undertaken by posting site signage for two weeks. In late 2024 the Kitsilano Community Centre Association applied under this policy, as part of their ongoing work with City staff to convert a preschool space into a licensed group childcare space. Staff will be recommending to the General Manager of Parks and Recreation that he conditionally approve this application, subject to further detailed review of the outdoor space design by staff and detailed discussions related to operations and any licenses that may be required to meet current City protocol.

During the engagement window of February 5 to 21 no emails were received and the Kitsilano Community Centre Recreation Programmer reported that no comments or feedback were received from the public. Public notification included signage on site, and within the community centre.

Upon approval by the GM of Parks and Recreation, the City's Real Estate and Facilities Management team is expected to submit a Development Permit for indoor and outdoor changes to the Kitsilano Community Centre on behalf of the Childcare team within Arts, Culture, and Community Services.

Regards,

A handwritten signature in black ink, appearing to read "Doug Shearer".

Doug Shearer (*he/him*) BCSLA

Director, Park Planning and Development (Acting) – Vancouver Parks and Recreation

/KY/KA/DS



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Page | 2

Copy to: PB Leadership Team
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