



# City of Richmond

## Report to Committee

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**To:** Planning Committee

**Date:** January 21, 2020

**From:** Wayne Craig  
Director, Development

**File:** TU 20-891050

**Re:** **Application by DA Architects & Planners for a Temporary Commercial Use Permit at 8991 Charles Street**

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### Staff Recommendation

That the application by DA Architects & Planners for a Temporary Commercial Use Permit for the property at 8991 Charles Street be considered at Public Hearing to be held March 16, 2020 at 7:00 p.m. in the Council Chambers of Richmond City Hall, and that the following recommendation be forwarded to that meeting for consideration:

“That a Temporary Commercial Use Permit be issued to DA Architects & Planners for property at 8991 Charles Street to allow “Vehicle Rental, Convenience” limited to the storage of rental vehicles only with no associated buildings and no public access as a site-specific additional use for a period of three years.”

Wayne Craig  
Director, Development  
(604-247-4625)

WC:na  
Att. 5

<b>REPORT CONCURRENCE</b>
<b>CONCURRENCE OF GENERAL MANAGER</b>

## Staff Report

### Origin

DA Architects & Planners has applied to the City of Richmond for a Temporary Commercial Use Permit (TCUP) to allow “Vehicle Rental, Convenience” limited to the storage of rental vehicles only with no associated buildings and no public access as a site-specific additional use at 8991 Charles Street (Attachment 1). The subject site is zoned “Light Industrial (IL)” and the TCUP will allow for the outdoor storage of rental vehicles associated with the primary site of the Routes Car Rental business at 9231 Beckwith Road. No new buildings are proposed and a survey of the subject property and existing condition is provided in Attachment 2.

If approved, the TCUP would be valid for a period of up to three years from the date of issuance, at which time an application for an extension of the Permit may be made and issued for up to three additional years. Only one extension is permitted, after which a new application is required. The Local Government Act allows Council to consider TCUP issuance on its own merits and does not limit the number of TCUP issuances allowed on a site.

### Findings of Fact

There are no existing buildings or structures on the subject property. A Development Application Data Sheet providing details about the development proposal is attached (Attachment 3).

### Surrounding Development

The subject site is located in the City Centre planning area. Development immediately surrounding the subject site is as follows:

- To the North: The Bridgeport Canada Line Station and bus loop on property zoned “Auto Oriented Commercial (CA)”.
- To the South: Across Charles Street, office and warehouse buildings with parking and unoccupied lots on property zoned “Light Industrial (IL)”.
- To the East: Across Great Canadian Way, unoccupied property zoned “Light Industrial (IL)”.
- To the West: The Bridgeport Canada Line Station and bus loop on property zoned “Auto Oriented Commercial (CA)”.

### Existing Legal Encumbrances

Two Statutory Right-of-Ways (SRWs) are registered on Title that limits the placement of buildings or structures on the subject site. The following SRWs are found on the subject property but do not impact the proposed use:

- A 3.0 m wide by approximately 65.0 m in length City Utility Works SRW oriented along the majority of the south property line of the site (SRW Plan 53564).

- A 3.0 m wide by approximately 45.0 m in length City Utility Works SRW oriented along the majority of the east property line of the site (SRW Plan BCP13282).

### **Related Policies & Studies**

#### Official Community Plan/City Centre Area Plan & Bridgeport Village Sub-Area Plan

The Official Community Plan (OCP) land use designation for the subject site is “Commercial (COM)” and the City Centre Area Plan designation for the subject site is “Urban Centre T5 (45m)” and permits a range of uses including commercial, retail and service uses (Attachment 4). The Temporary Use Permit proposal is consistent with these designations as well as the Bridgeport Village (2031) land uses. It is anticipated that the proposed use will not have a long-term impact on future mixed-use redevelopment of the property given the restrictive nature of the Permit.

### **Richmond Zoning Bylaw 8500**

The subject site is zoned “Light Industrial (IL),” which allows for a range of industrial and commercial uses. Richmond Zoning Bylaw 8500 defines “Vehicle Rental, Convenience” as the rental of new or used automobiles and light trucks and utility vehicles with a gross vehicle rating of 1,815.0 kg or less, and includes those establishments that are not strictly office in nature, but form integral parts of the main operation, such as a facility for minor vehicle servicing, storing facility, fuelling facility or a car wash. The attached Temporary Commercial Use Permit would limit the proposed use to the storage of rental vehicles and for access to be by operators only.

### **Local Government Act**

The *Local Government Act* states that TCUPs are valid for a period of up to three years from the date of issue, and that an application for one extension to the Permit may be made and issued for up to three additional years. A new TCUP application is required after one extension.

### **Public Consultation**

Should the Planning Committee endorse this application and Council resolve to move the staff recommendation, the application will be forwarded to the March 16, 2020 Public Hearing where any area resident or interested party will have an opportunity to comment. Public notification for the Public Hearing will be provided as per the *Local Government Act*.

## **Analysis**

### Proposed Use

The subject site is currently zoned “Light Industrial (IL)”, which permits “commercial vehicle parking and storage” and “fleet service” as permitted uses, but does not permit “vehicle rental, convenience”. The proposed “vehicle rental, convenience” use would recognize the storage component of the rental car business as a secondary operation to the primary business office located at 9231 Beckwith Road. It is anticipated that approximately 130 to 150 cars may be stored within the fenced area of the subject site.

The current tenant “Routes Car Rental” has been using 8991 Charles Street as a secondary site, with the permission of the land owner, as a fully fenced and secured location for storing rental cars to compliment the office location at 9231 Beckwith Road where interactions with the public take place. To address any non-conformity with City Zoning an application was made to ensure compliance for the business use. No additional commercial services, buildings or structures, aside from fencing, are proposed at the subject site and access to the fenced area is to be restricted to operators only and no public access.

### Existing Site Context

An existing chain link fence is the current extent of any type of structure on the subject property and is anticipated to accommodate the proposed additional vehicles being stored on site. The existing site consists primarily of crushed gravel with low lying grasses and vegetation.

Vehicular access to the subject site is currently provided via the existing pavement and gravel crossing off of Charles Street and immediately adjacent to the intersection of Charles Street and Great Canadian Way.

### Site Planning and Landscaping

A copy of the proposed site plan and landscape plans are provided as Attachment 5. No changes are proposed to the site aside from relocating the fence and landscaping improvements along the sites road frontages and the north property line. The relocation of the chain link fence is proposed to comply with the City of Richmond Zoning Bylaw 8500 setback requirements of 3.0 m between vehicle parking and the abutting Charles Street and Great Canadian Way frontages. Relocating the fence will also ensure the improvements to the landscaping is kept outside of the fencing so that vegetation is not damaged by vehicles.

Landscaping improvements are proposed to include low lying shrubs that will be planted and maintained. A high efficiency irrigation system within the required landscape areas along Charles Street, Great Canadian Way and the northern property line frontage is also proposed. Prior to adoption, the applicant is required to provide to the City a Letter of Credit for landscaping in the amount of \$52,731.72 (inclusive of a 10% contingency), as estimated by the project’s landscape architect to ensure that on-site landscape features are implemented.

### Transportation and Site Access

Access to the site is to be restricted to employees only, as provided in the Permit itself. Site access is proposed to be altered and moved westward to improve safety, vehicle movement in and out the site, and to create minimal impact on congestion at the intersection of Charles Street and Great Canadian Way. The new driveway crossing over the existing ditch has been strategically placed between two existing power poles and will require a separate watercourse crossing application after issuance of the TCUP. Vehicles entering the site would have clear sightline to enter and exit and there is sufficient space for deceleration after the intersection and before the driveway. Transportation Department staff have reviewed the access alterations and have no objection to the proposed driveway location.

### Frontage Improvements

Improvements to the Charles Street frontage will include a new curb and a 2.0 m pathway extension from the northwest sidewalk intersection of Charles Street and Great Canadian Way to the edge of the proposed driveway. The extension of the pathway will also allow for alignment with the Smith Street pedestrian crossing. For ease of access by employees, an operator gate is proposed in the south east corner of the site adjacent to the sidewalk and intersection of Charles Street and Great Canadian Way for access only when the operators need to leave or enter the site by foot.

Prior to issuance, the applicant is required to enter into, at their sole cost, a City Work Order for minor frontage improvements. These improvements include upgrading the proposed driveway access to the site and sidewalk at the northwest corner of the Great Canadian Way and Charles Street intersection are to be done as per current design standards.

### **Financial Impact**

None.

### **Conclusion**

The purpose of this Temporary Commercial Use Permit application is to allow the "Vehicle Rental, Convenience" limited to the storage of rental vehicles only with no associated buildings and no public access as a site-specific additional use on the property at 8991 Charles Street.

The proposed use at the subject property is acceptable to staff, on the basis it is consistent with the land use designations in the Official Community Plan and is temporary in nature. If endorsed by Council, the applicant is required to submit the securities, and enter into a City Work Order for frontage improvements described in the attached Temporary Commercial Use Permit prior to consideration at the March 16, 2020 Public Hearing.

Staff recommend that the attached Temporary Commercial Use Permit be issued to the applicant to allow "Vehicle Rental, Convenience", limited to the storage of rental vehicles only with no associated buildings and no public access at 8991 Charles Street for a period of three years.



Nathan Andrews  
Planning Technician  
(604-276-4911)

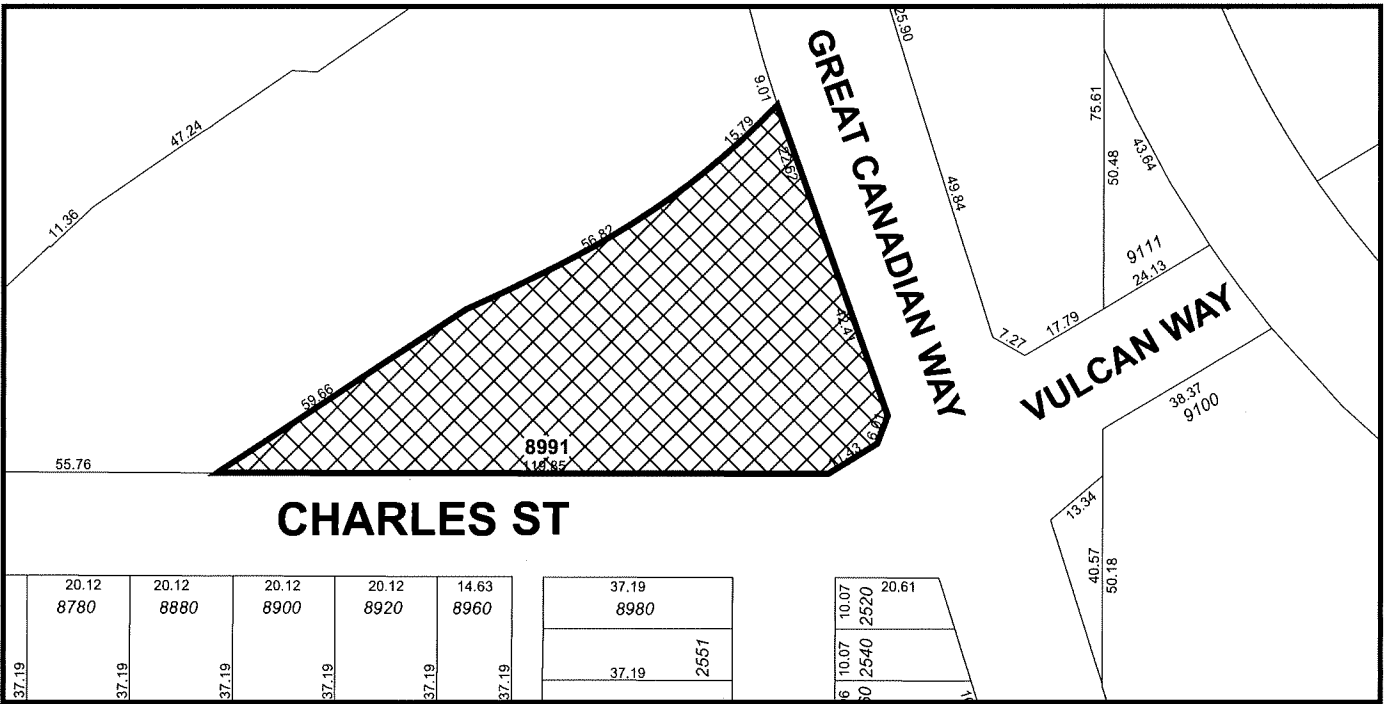
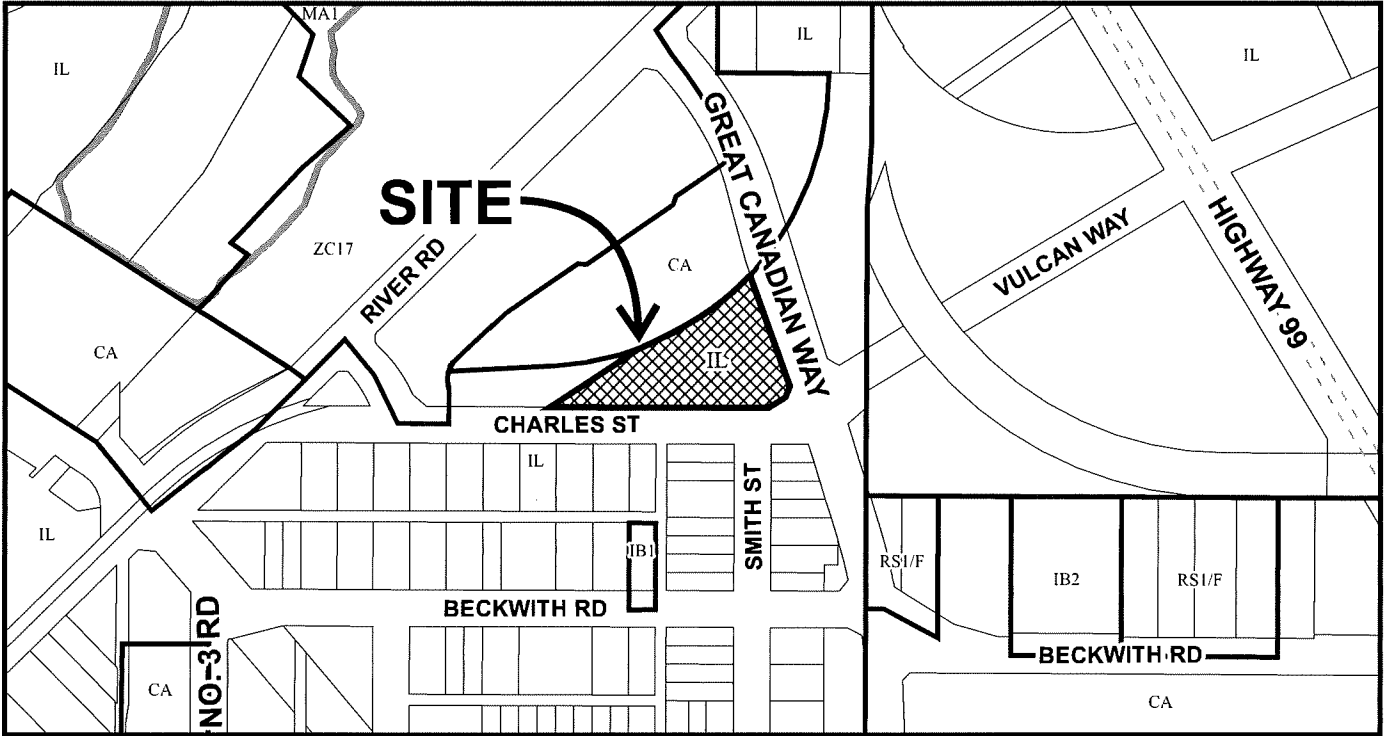
NA:blg

Attachments:

- Attachment 1: Location Map
- Attachment 2: Survey Plan and Existing Condition
- Attachment 3: Development Application Data Sheet
- Attachment 4: Bridgeport Village Sub-Area Plan
- Attachment 5: Site Plan and Landscape Plan

Prior to Council issuance of the Temporary Use Permit, the following requirements must be completed:

1. Submission of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs and a 10% contingency (i.e. \$52,731.72).
2. Enter into an agreement for frontage improvements via a City Work Order at the developer's sole cost prior to Permit issuance.



	<h1>TU 20-891050</h1>	<p>Original Date: 06/12/19</p> <p>Revision Date: 01/21/20</p> <p>Note: Dimensions are in METRES</p>
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# City of Richmond



**TU 20-891050**

Original Date: 06/12/19

Revision Date: 01/21/20

Note: Dimensions are in METRES

**CNCL - 438**









**TU 20-891050**

**Attachment 3**

Address: 8991 Charles Street

Applicant: DA Architects & Planners

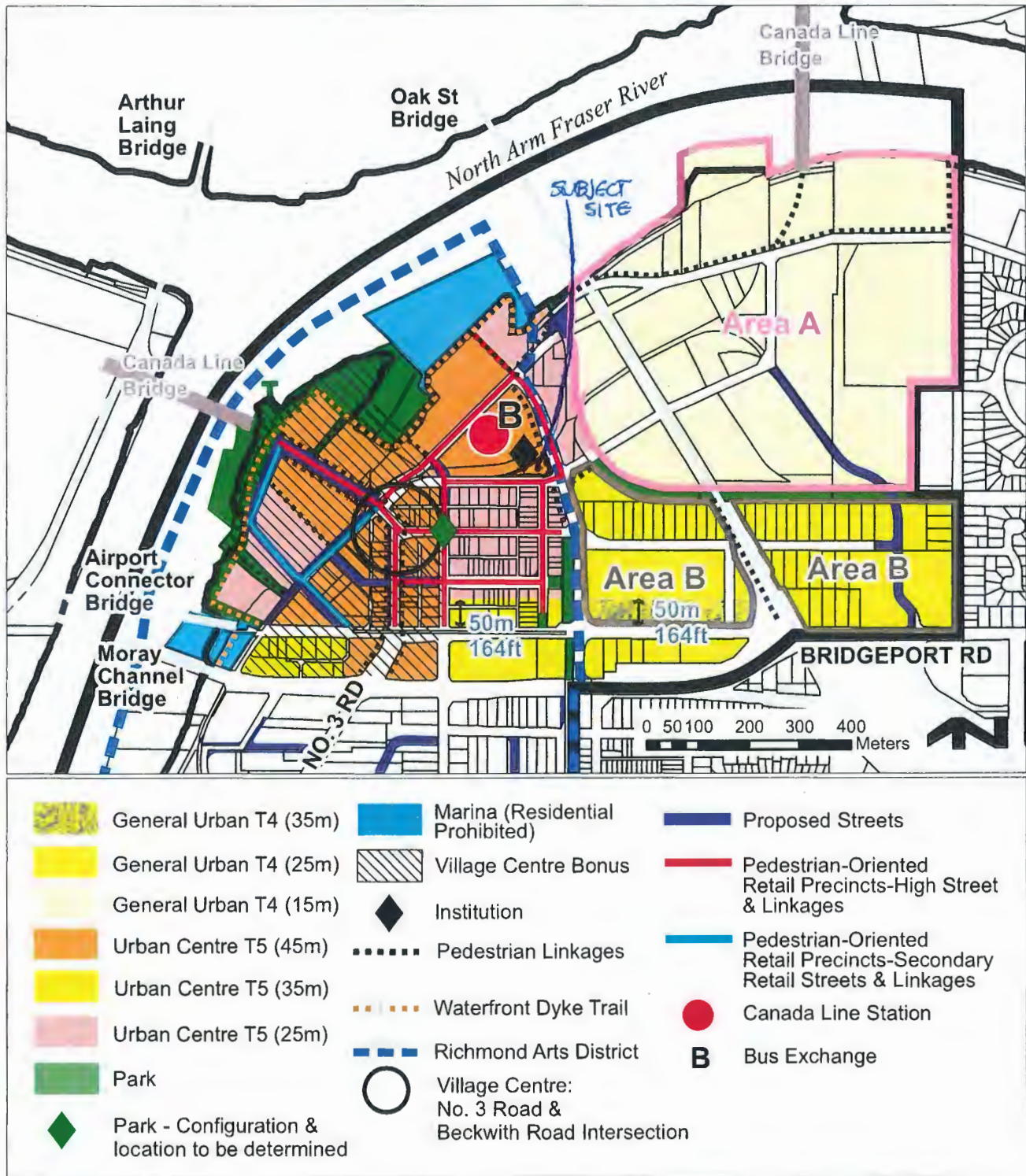
Planning Area(s): City Centre Area Plan; Bridgeport Village Sub-Area Plan

	<b>Existing</b>	<b>Proposed</b>
<b>Owner:</b>	Great Canadian Gaming Corp.	No change
<b>Site Size (m<sup>2</sup>):</b>	4,640 m <sup>2</sup>	4,640 m <sup>2</sup>
<b>Land Uses:</b>	Light Industrial (IL)	Light Industrial (IL) & "Vehicle Rental, Convenience" specific to 8991 Charles Street
<b>OCP Designation:</b>	Commercial	No change
<b>Area Plan Designation:</b>	City Centre Area Plan – Urban Centre T5 (45m)	No change
<b>Zoning:</b>	Light Industrial (IL)	Light Industrial (IL) & "Vehicle Rental, Convenience" specific to 8991 Charles Street

	<b>Bylaw Requirement</b>	<b>Proposed</b>	<b>Variance</b>
Lot Coverage (% of lot area):	Building: Max. 60% Non-porous Surfaces: n/a	Building: n/a Non-porous Surfaces: n/a	none
Lot Size:	4,640 m <sup>2</sup>	4,640 m <sup>2</sup>	none
Setbacks (m):	Front (South): Min. 3.0 m Rear (North): Min. 0.0 m Side (West): Min. 0.0 m Exterior Side (East): Min.3.0 m	Front (South): Min. 3.0 m Rear (North): Min. 0.0 m Side (West): Min. 0.0 m Exterior Side (East): Min.3.0 m	No change



**Specific Land Use Map: Bridgeport Village (2031)** Bylaw 9041 2016/07/25



Bylaw 10020 2019/05/21 Maximum building height may be subject to established Airport Zoning Regulations in certain areas.

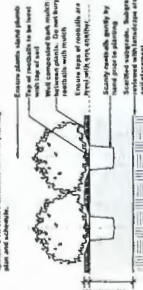




PLANT LIST	Common Name	Quantity	Scheduled Size	Notes
<b>SHRUBS</b>				
Cs	Cornus sericea	95	#2 pot	Cont.
Gs	Gaultheria shallon	609	#1 pot	Cont.
Ma	Mahonia aquifolium	281	#1 pot	Cont.
Sa	Symphoricarpos alba	194	#2 pot	Cont.
Vot	Vaccinium vitis-idaea	315	#2 pot	Cont.
	Thunderbird Evergreen Huckleberry			



Plant size at time of delivery shall be as indicated in the schedule. Plants shall be delivered to the site in a timely manner and shall be protected from damage during transport and storage.



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**LANDSCAPE NOTES**

- All landscape construction to meet this report shall be completed by the end of the construction period. Plant materials shall be delivered to the site in a timely manner and shall be protected from damage during transport and storage.
- Steps on the planting plan shall be completed in accordance with the schedule.
- Plant materials shall be delivered to the site in a timely manner and shall be protected from damage during transport and storage.
- The final materials for the project shall be listed by the contractor. The contractor shall provide a list of plant materials to be used in the project. The list shall include the name of the plant, the quantity, and the scheduled size. The list shall also include the name of the contractor and the date of the report.
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D	800-200	Header for Temporary Use Permit
C	10-200	Header with Landscape Comments
B	10-200	Header for 20
A		Clear Notes



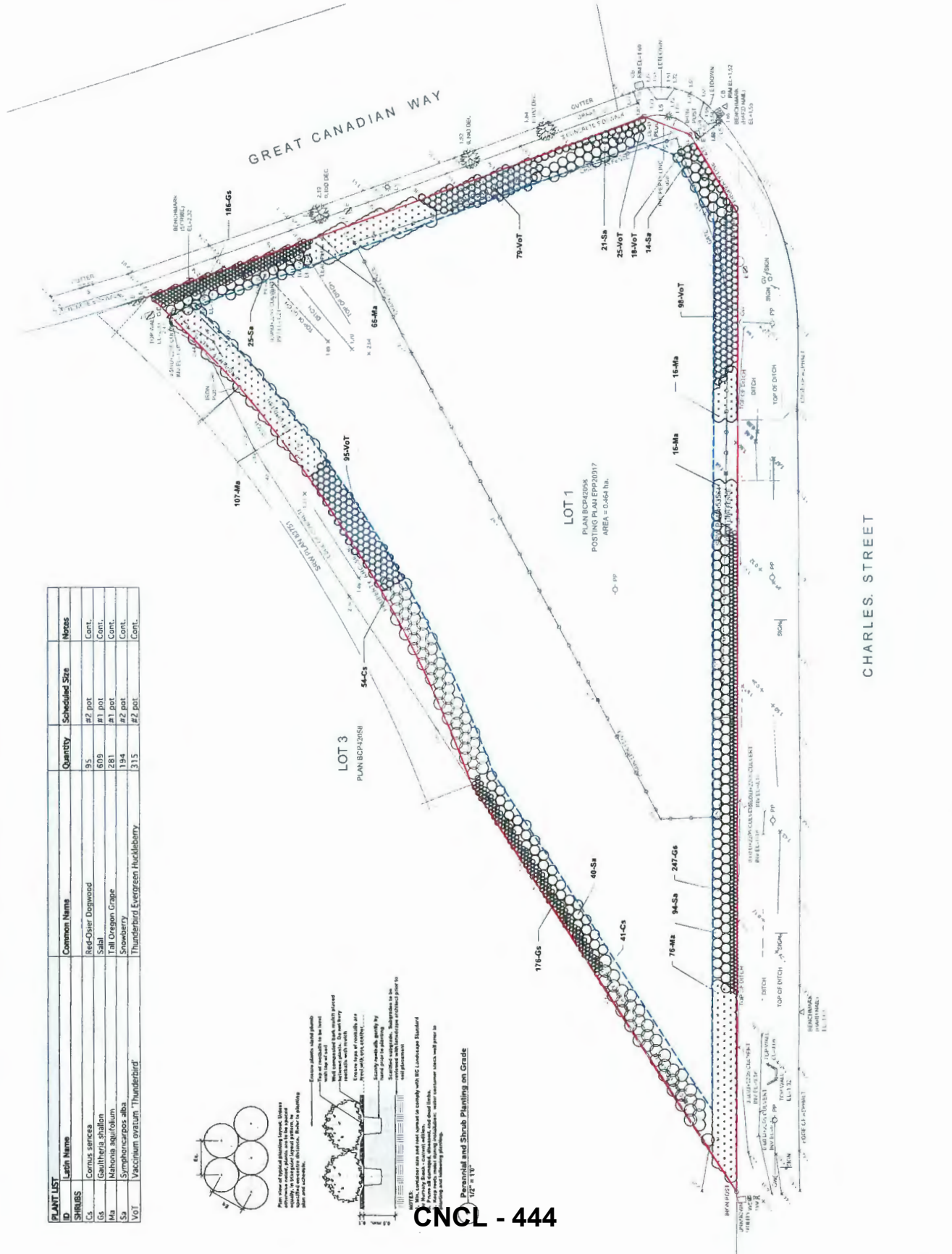
**Prospect & Refuge**  
 LANDSCAPE ARCHITECTS  
 1421 WEST 4TH AVENUE, SUITE 100  
 VANCOUVER, BC V6H 1V1  
 TEL: 604-681-1111  
 WWW.PROSPECT-REFUGE.COM

Routes Parking Lot  
 10th Avenue S

Landscape Planting Plan

Project No.	AS	2018-20
Scale	1:200	
Author	AS	
Check	AS	
Date		Nov. 14, 2019

L3



CHARLES STREET



**No. TU 20-891050**

To the Holder: DA ARCHITECTS & PLANNERS  
Property Address: 8991 CHARLES STREET  
Address: C/O RANDY KNILL  
DA ARCHITECTS & PLANNERS  
200 – 1014 HOMER STREET  
VANCOUVER, BC V6B 2W9

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1. This Temporary Commercial Use Permit is issued subject to compliance with all of the Bylaws of the City applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Temporary Commercial Use Permit applies to and only to those lands shown cross-hatched on the attached Schedule "A" and any and all buildings, structures and other development thereon.
3. The subject property may be used for the following temporary Commercial uses:  

Vehicle Rental, Convenience; limited to the storage of rental vehicles only with no associated buildings and no public access.
4. Any temporary buildings, structures and signs shall be demolished or removed and the site and adjacent roads shall be maintained and restored to a condition satisfactory to the City of Richmond, upon the expiration of this permit or cessation of the use, whichever is sooner.
5. As a condition of the issuance of this Permit, Council is holding the security set out below to ensure that development is carried out in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Holder if the security is returned. The condition of the posting of the security is that should the Holder fail to carry out the development hereby authorized, according to the terms and conditions of this Permit within the time provided, the City may use the security to carry out the work by its servants, agents or contractors, and any surplus shall be paid over to the Holder, or should the Holder carry out the development permitted by this permit within the time set out herein and comply with all the undertakings given in Schedule "B" attached hereto, the security shall be returned to the Holder.

There is filed accordingly:

An Irrevocable Letter of Credit in the amount of \$2,000.00.

To the Holder: DA ARCHITECTS & PLANNERS

Property Address: 8991 CHARLES STREET

Address: C/O RANDY KNILL  
DA ARCHITECTS & PLANNERS  
200 – 1014 HOMER STREET  
VANCOUVER, BC V6B 2W9

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- 6. As a condition of the issuance of this Permit, the City is holding a Landscape Security in the amount of \$52,731.72 for the landscape works described in Schedule "C". The City will release 90% of the security upon inspection, and 10% of the security will be released one year after the inspection to ensure that the agreed upon planting has survived.
  - 7. As a condition of the issuance of this Permit, enter into an agreement for frontage improvements via a City Work Order at the developer's sole cost.
  - 8. The land described herein shall be developed generally in accordance with the terms and conditions and provisions of this Permit and any plans and specifications attached to this Permit which shall form a part hereof.
  - 9. If the Holder does not commence the construction permitted by this Permit within 24 months of the date of this Permit, this Permit shall lapse and the security shall be returned in full.

This Permit is not a Building Permit.

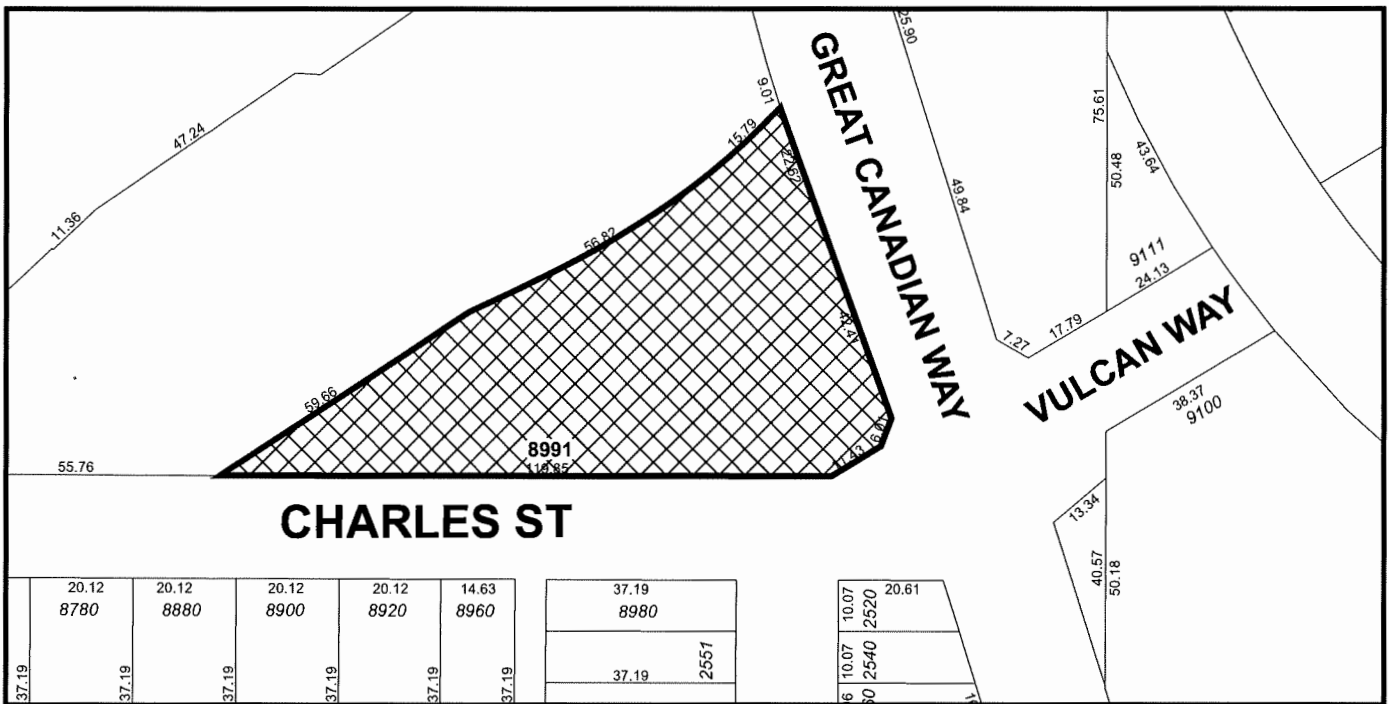
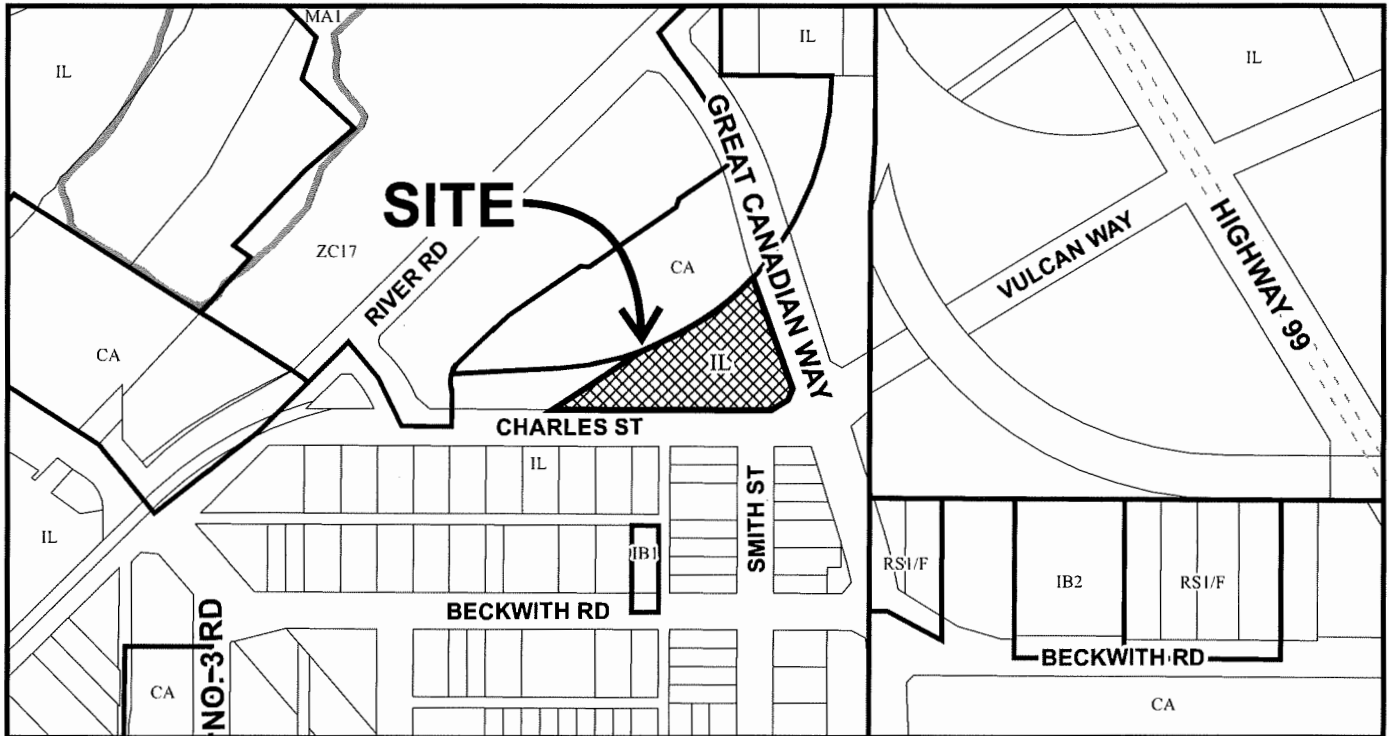
AUTHORIZING RESOLUTION NO.  
DAY OF

ISSUED BY THE COUNCIL THE

DELIVERED THIS DAY OF

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER



	<h1>TU 20-891050</h1>	<p>Original Date: 06/12/19</p> <p>Revision Date: 01/21/20</p> <p>Note: Dimensions are in METRES</p>
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**Undertaking**

In consideration of the City of Richmond issuing the Temporary Commercial Use Permit, we the undersigned hereby agree to demolish or remove any temporary buildings, structures and signs; to restore the land described in Schedule A; and to maintain and restore adjacent roads, to a condition satisfactory to the City of Richmond upon the expiration of this Permit or cessation of the permitted use, whichever is sooner.

DA Architects & Planners  
by its authorized signatory



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ARCHITECT AIBC





