



City of Richmond

Report to Committee

To: General Purposes Committee
From: Elizabeth Ayers
Director, Recreation and Sport Services
Jim V. Young, P.Eng.
Acting Director, Facilities
Date: April 26, 2019
File: 06-2052-25-
LBOW1/Vol 01
Re: Richmond Lawn Bowling Clubhouse Program Options

Staff Recommendation

1. That Council approve Program Option 2, as outlined in the staff report titled "Richmond Lawn Bowling Clubhouse Program Options," dated April 26, 2019, from the Director, Recreation and Sport Services and the Acting Director, Facilities; and
2. That the additional amount of \$800,000, as described in the report titled "Richmond Lawn Bowling Clubhouse Program Options," dated April 26, 2019, from the Director, Recreation and Sport Services and the Acting Director, Facilities, be funded by the Capital Building and Infrastructure Reserve (\$710,000) and the Richmond Lawn Bowling Club (\$90,000), and the Consolidated 5 Year Financial Plan (2019-2023) be amended accordingly.

Elizabeth Ayers
Director, Recreation and Sport Services
(604-247-4669)

Jim V. Young, P. Eng.
Acting Director, Facilities
(604-247-4610)

Att. 5

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance Department	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
Facility Services	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO

CNCL - 88

Staff Report

Origin

On March 30, 2016, at the Parks, Recreation and Cultural Services Committee meeting, the Richmond Lawn Bowling Club made a presentation requesting a new clubhouse and pledged \$90,000 towards the cost of a new facility. The Club also annually contributes to the Artificial Turf Replacement Fund, which, as of 2018, amounts to \$102,000 plus an additional \$20,000 expected in 2019.

On December 12, 2016, Council approved a budget of \$2.0 million for the Advanced Planning and Design for Phase 2 Major Facilities Projects, including the Richmond Lawn Bowling Clubhouse. Capital funding in the amount of \$4.0 million (2016 dollars) for the replacement of the Richmond Lawn Bowling Clubhouse was subsequently approved on December 4, 2017.

On December 19, 2018, Council approved that the lawn bowling greens remain in their current location, and that the replacement facility be located between those two greens. Staff also received the following referral:

That staff report back on additional options for the size of the Lawn Bowling Green Clubhouse and program.

The purpose of this report is to address the referral and obtain Council approval of a program option for the Richmond Lawn Bowling Clubhouse replacement facility, as well as a funding source should Council approve a program option that exceeds the \$4.0 million budget. This report will also respond to comments at the General Purposes Committee meeting on December 17, 2018, in relation to the public pathway between the greens, renovating the existing Richmond Lawn Bowling Clubhouse, as well as building the replacement facility over two storeys.

This report supports the following action from the Recreation and Sport Strategy:

Provide inclusive, safe and welcoming facilities and spaces for recreation and sport programs and services.

This report supports the following focus areas from the City of Richmond Community Wellness Strategy 2018-2023:

Foster healthy, active and involved lifestyles for all Richmond residents with an emphasis on physical activity, healthy eating and mental wellness.

Enhance physical and social connectedness within and among neighbourhoods and communities.

This report supports the following vision and action item in the Seniors Service Plan 2015-2020:

Richmond is a nurturing, connected community that promotes health and active aging.

Explore and respond to opportunities to increase dedicated space available for seniors to socialize and gather in City buildings.

This report supports the following vision and objective in the Richmond Sport Hosting Strategy 2016-2020:

To be the premiere sport hosting community in Canada for provincial, national and international sporting events, while growing and integrating our local sport community.

Maximize new and renovated sport hosting facilities coming online in the City and be flexible to adapt to priorities adopted by Council in the future.

Analysis

Background

The Richmond Lawn Bowling Clubhouse was constructed in 1963 and is located in the northeast corner of Minoru Park. The clubhouse is an approximately 1,920 sq. ft., single-storey, “Pan-Abode” log home style building that consists of a multipurpose room, washrooms, kitchen, lockers, and interior and exterior storage. The clubhouse supports two regulation-sized, artificial turf lawn bowling greens which are maintained by the City.

The Richmond Lawn Bowling Club (the “Club”) has approximately 250 members, with an average age of 65 years old, and projects membership to reach 400 in the next five years. Membership peaked in 2010 with 300 members. The club is responsible for the day-to-day costs of managing the clubhouse while the City of Richmond pays for ongoing building maintenance and utilities. These terms are expected to continue in the replacement facility as the Club’s existing User Agreement with the City of Richmond will be updated in conjunction with the building process.

The Club has hosted provincial and national level tournaments including the 2015 National Senior Triples which drew teams from across Canada. The Club would like to continue to host tournaments in the future and has a dedicated group of volunteers willing to bring tournaments to Richmond. On average, five national tournaments are awarded annually to clubs across Canada along with eight provincial tournaments.

The size and amenities within the existing clubhouse have made it challenging for the Club to accommodate their membership, and has limited the number of provincial and national level tournaments the facility is capable of hosting.

Analysis of Building Configurations

In response to the discussion at the General Purposes Committee meeting on December 17, 2018, staff examined renovation and expansion of the existing clubhouse, as well as building the facility over two floors to minimize footprint. Staff met with the Building Committee to review and elicit feedback on each option.

Renovation and Expansion of Existing Clubhouse – Not Recommended

The existing Richmond Lawn Bowling Clubhouse is a “Pan-Abode” log home structure typically used for simplified, do-it-yourself residential recreational properties. In order to renovate and

expand the existing clubhouse, significant upgrades to the foundation, envelope and building systems would be required in order to meet current building code requirements. This would involve selective demolition and complicated integration of the exterior envelope and building systems, combined with adding a new, expanded structure to meet the recommended program. While possible, the cost of this work is greater than a new build, with project costs in the range of \$4.3 to \$5.9 million (2020 dollars), thus exceeding the budget of \$4.0 million.

Based on the complexity and high costs, as well as the challenges associated with achieving a functional program within the boundaries of the reused structure, this option is not recommended.

An alternative to renovating and expanding the existing structure would be to provide updates to the existing structure only. This could include building components such as windows, doors, flooring, washroom fixtures, kitchen millwork, kitchen appliances, lighting, interior paint, lockers and furniture. This simplified renovation scope would carry an order of magnitude cost of \$700,000 (2020 dollars) but would not result in additional program space and is not recommended.

New Two-Storey Clubhouse – Not Recommended

A two-storey clubhouse would result in a smaller building footprint but additional total square footage due to the requirement for an elevator and stairwells, and potential duplication of program areas on the second floor, such as washrooms and storage areas, thus resulting in increased capital and Operating Budget Impact (OBI). Although the second floor would provide elevated views of the lawn bowling greens, this was not important to the Building Committee as it would impact the ability to conveniently access program areas and conduct the Club's operations in a safe and efficient manner. All program options with this building configuration exceed the budget of \$4.0 million. Costs are estimated to be between \$4.5 and \$5.7 million (2020 dollars).

Based on the high costs of constructing a two-storey clubhouse, the increased OBI when compared to single-storey configurations, as well as the lack of functionality from a program perspective, this option is not recommended.

New Single-Storey Clubhouse – Recommended

A single-storey clubhouse is the most cost-effective building configuration with regards to both capital and OBI, and best meets user needs, as it facilitates the most functional program for users and enables safe and efficient building operations. This option achieves connectivity to both greens by providing effective access and good sightlines, resulting in increased service levels and quality of play, and provides opportunities to improve upon current operational and programmatic challenges experienced with the current Richmond Lawn Bowling Clubhouse. All program options within this building placement meet or exceed the budget of \$4.0 million included in the 2018 Capital Building Program and are estimated to be between \$4.0 and \$5.3 million (2020 dollars).

A single-storey facility is recommended by staff and is strongly preferred by the Richmond Lawn Bowling Club's Building Committee.

Program Review

To address the December 17, 2018, referral from the General Purposes Committee, staff reviewed the proposed program in relation to:

- Demographic trends and projections for the City of Richmond's older adult population;
- Precedent review of 22 lawn bowling clubs in the Metro Vancouver area, including a comparison of facility sizes; and
- Research and analysis of Bowls Canada membership trends and projections by province.

In addition, several meetings were held with the Building Committee to review program and building placement options. The committee confirmed their priorities for the replacement facility are connectivity, access and sightlines to the lawn bowling greens.

While lawn bowling is a valued sport for the adult and older adult populations, key findings of the review, as outlined in Attachment 1, confirmed that significant growth in participation is not anticipated and the proposed program will meet both the current and projected long term needs of the sport.

Proposed Program Options and Costs

As a result of the program review, staff have confirmed that the three program options provided to the General Purposes Committee on December 17, 2018, best meet the needs of the Richmond Lawn Bowling Club while considering the \$4.0 million budget approved by Council.

The proposed program options for a single-storey clubhouse are outlined in Table 1 on the following page, with order of magnitude costs for each and a comparison to the existing Richmond Lawn Bowling Clubhouse areas. A detailed program chart, outlining program room uses, is provided in Attachment 2.

Table 1: Program Options for the Richmond Lawn Bowling Clubhouse

Program Area		Existing Facility	Program Option 1 \$4.0M Meets Budget	Recommended	Program Option 3 \$5.3M Exceeds Budget by \$1.3M
				Program Option 2 \$4.8M Exceeds Budget by \$800K	
		1,920 sq. ft.	3,160 sq. ft.	4,300 sq. ft.	4,900 sq. ft.
1.	Multipurpose Room	970 sq. ft. (approx. 60 people)	1,250 sq. ft. (approx. 125 people)	2,260 sq. ft. (approx. 216 people)	2,500 sq. ft. (approx. 240 people)
2.	Kitchen	150 sq. ft.	200 sq. ft.	250 sq. ft.	300 sq. ft.
3.	Changeroom and Lockers	165 sq. ft. (190 lockers)	350 sq. ft. (approx. 250 lockers)	400 sq. ft. (approx. 275 lockers)	500 sq. ft. (approx. 400 lockers)
4.	Washrooms	175 sq. ft.	350 sq. ft.	350 sq. ft.	400 sq. ft.
5.	Storage	150 sq. ft.	400 sq. ft.	400 sq. ft.	500 sq. ft.
6.	Main Entry	0 sq. ft.	150 sq. ft.	150 sq. ft.	150 sq. ft.
7.	Admin	0 sq. ft.	75 sq. ft.	100 sq. ft.	100 sq. ft.
8.	Circulation and Support – corridors, service areas	310 sq. ft.	385 sq. ft.	390 sq. ft.	450 sq. ft.

In addition to the program areas, an outdoor covered viewing area with seating will be incorporated as part of the new building during detailed design to provide bowlers with a sheltered area to view the greens and gather during Club events.

Program Option 1 (3,160 sq. ft., \$4.0 million) – Not Recommended

Program Option 1 is 65 per cent larger than the current Richmond Lawn Bowling Clubhouse. It is not recommended by staff as it meets current membership needs but does not allow for growth as projected by the Club. Although it better positions the Club to host local tournaments, this option would make it challenging to host provincial and national level tournaments without requiring several temporary structures on-site. The proposed multipurpose room can accommodate up to 125 people seated cafeteria-style which would accommodate functions for local tournaments and the Club's day-to-day operations.

Program Option 1 can be achieved for \$4.0 million (2020 dollars), which meets the budget in the 2018 Capital Building Program.

Program Option 2 (4,300 sq. ft., \$4.8 million) – Recommended

More than two times the size of the existing clubhouse, Program Option 2 provides a larger multipurpose room that will allow the Club to host tournaments and club events with cafeteria-style seating for up to 216 people. For occasional, larger functions, the neighbouring Minoru Centre for Active Living's Main Hall could be utilized as it provides space for approximately 240 people. The sizes of the kitchen, storage room and changeroom have also been increased in this option, the latter which can accommodate approximately 275 lockers. This option could be designed in a way that provides potential for expansion of select program areas, should growth in membership exceed the building capacity.

Program Option 2 is recommended as it meets the current needs of the Club, will accommodate growth in membership, and better positions the Club to attract provincial and national level tournaments.

Program Option 2 can be achieved for \$4.8 million (2020 dollars), which exceeds the budget in the 2018 Capital Building Program by \$800,000.

Program Option 3 (4,900 sq. ft., \$5.3 million) – Not Recommended

Program Option 3 provides the largest program and includes a multipurpose room for up to 240 people seated cafeteria-style, a changeroom with capacity for 400 lockers, and a kitchen that provides ample space for the numerous volunteers that support food services at functions. In addition to Program Options 1 and 2, this program option also includes additional storage for tables, chairs and other Club belongings.

Although this option meets current and future needs, this option provides a higher level of service than membership and overall participation in lawn bowling suggests. This option is not recommended by staff.

Program Option 3 can be achieved for \$5.3 million (2020 dollars), which exceeds the budget in the 2018 Capital Building Program by \$1.3 million. Program Option 3 is the option preferred by the Richmond Lawn Bowling Club as outlined in Attachment 3.

Site Layout

On December 19, 2018, Council approved the replacement clubhouse to be located between the existing lawn bowling greens, similar to the current clubhouse layout. The facility will be configured so that the public pathway between the greens is retained, as shown in Attachment 4, which accomplishes the following:

- Meets the overall needs of park users by providing efficient circulation throughout Minoru Park;
- Provides a functional program to enhance service delivery; and
- Achieves secure and well-organized lawn bowling operations.

This site layout supports the draft Minoru Park Vision Plan by maintaining and enhancing a primary east-west public connection across Minoru Park to the lakes and beyond. A major circulation node exists at the south end of the parking lot at the junction with Gollner Avenue where pedestrians and those arriving in vehicles enter the park. It is also part of a link between destinations adjacent to the park, such as from Richmond Hospital to Minoru Boulevard. This connection between the greens is a distance of 69 metres from the Gollner Avenue park entrance to the lakes crossing.

While a public pathway currently runs adjacent to the existing clubhouse, the Building Committee has raised this as a concern and, therefore, prefers the building to be configured so that there is no public circulation between the greens, as outlined in Attachment 5. Their perspective is that this site layout would provide lawn bowling participants with exclusive use of the area thus leading to smoother operations and a higher level of facility security. However, it would provide a lower level of service for general park users due to diversion of public access around both greens to the main north-south pathway around Minoru Lakes, a distance of 232 metres, or 163 metres more than travelling the more direct route between the greens. The route around the south green presents challenges due to poor sightlines and would result in the removal and replacement of five additional trees and several shrubs to achieve an appropriate path width. This pedestrian diversion around the greens would require new and enhanced connections to be built for an estimated cost of \$80,000.

While the Building Committee's preferred option is possible, the Club's operational concerns will be addressed by staff working with the Club to provide solutions such as temporary closure of the public pathway and temporary fencing and/or outdoor tents during high traffic special events and tournaments.

In both site layouts, the location of the replacement clubhouse would result in approximately four trees being replaced or relocated as follows:

- One medium retention value (Douglas fir) – replaced at a ratio of 2:1; and
- Three high retention value (one Sequoia, two Cherry) – replaced at a ratio of 3:1.

Financial Analysis

Should Council endorse Program Option 2, which exceeds the previously approved budget of \$4.0 million in the 2018 Capital Building Program by \$800,000, the budget would need to be amended. The Richmond Lawn Bowling Club has indicated that they will pledge \$90,000 towards the construction of the replacement clubhouse. Staff recommend that the additional amount be funded by the Capital Building and Infrastructure Reserve (\$710,000), and the contribution from the Richmond Lawn Bowling Club (\$90,000); and that the Consolidated 5 Year Financial Plan (2019-2023) be amended accordingly.

The preliminary Facility Operating Budget Impact (OBI) for the replacement clubhouse is projected to be \$15,000 to \$25,000 (in 2021 dollars) when the facility is anticipated to be operational. The OBI has not been included as part of the Richmond Lawn Bowling Clubhouse project as refinement of the OBI will be developed and submitted to Council for consideration as part of the 2020 Operating Budget.

If the public pathway between the greens is removed, funding to construct new and enhanced connections around the greens to the Minoru Lakes and Richmond Hospital could be submitted for Council consideration through the 2020 Capital Budget process within the Minoru Park Lakes Renewal project, independent of the previously approved \$4.0 million Richmond Lawn Bowling Clubhouse replacement project. The cost for this work is estimated to be approximately \$80,000 and is proposed to be funded through Parks Development Cost Charges. If approved, the proposed aforementioned capital project will be included accordingly in the Consolidated 5 Year Financial Plan (2020-2024).

Construction Cost Escalation and Schedule

The current uncertainty within the local construction market, coupled with industry volatility, has led to difficulties commencing construction projects due to high bids and/or receipt of little interest on tendered projects. Some of the main reasons are noted below. These conditions are anticipated to continue for the foreseeable future.

- Current market conditions are such that there is an overabundance of work so contractors/trades are unwilling to commit to more; and
- Tariffs on various construction-related materials have contributed to significant cost escalation.

Recent discussions with consultants in the building industry have indicated cost escalation is up to 18 per cent in some areas of construction. Staff have included an allowance of 8 per cent cost escalation as recommended by a Professional Quantity Surveyor for costing on the Richmond Lawn Bowling Club replacement facility program options.

Next Steps

Should Council approve the recommended program for the replacement clubhouse, staff will proceed with the design process. Staff will report back with form and character prior to completing the detailed design. Depending on Council's preferred options, Parks staff will design new and/or enhanced public pathway connections from the Gollner Avenue park entrance to the Minoru Lakes crossing in parallel with the facility design process.

With the current timelines for approvals, design and construction, the new facility will not be completed in time for the 2020 55+ Games. Should Council approve this report, the detailed design process can commence and will take approximately six months to complete. Construction is anticipated to take up to one year to complete.

Staff will work with the Club to maintain basic operations during the construction process which may include a temporary construction trailer for on-site administration and a shipping container for storage. The Building Committee supports this in order to achieve the most functional program and building placement for the replacement clubhouse.

Financial Impact

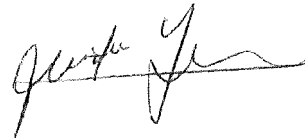
The additional cost of \$800,000 will be funded by the Capital Building and Infrastructure Reserve (\$710,000), and the Richmond Lawn Bowling Club (\$90,000). The total budgeted costs for the Richmond Lawn Bowling Clubhouse replacement project will be increased from \$4.0 million to \$4.8 million and the Consolidated 5 Year Financial Plan (2019-2023) will be amended accordingly.

Conclusion

The proposed program options and building placements for the replacement Richmond Lawn Bowling Clubhouse meet the needs of the Club and support a sport that serves our older adult population. The replacement clubhouse will help to reinvigorate the north portion of the Minoru Park as the Minoru Vision Plan unfolds over the next decade and beyond.



Gregg Wheeler
Manager, Sport and Community Events
(604-244-1274)



Martin Younis
Acting Senior Manager,
Capital Buildings Project Development
(604-204-8501)

- Att. 1: Lawn Bowling Environmental Scan
2: Program Details for the Richmond Lawn Bowling Clubhouse Replacement Facility
3: Letter from Richmond Lawn Bowling Club
4: Site Layout with Pathway Between the Greens Retained
5: Site Layout with Pathway Between the Greens Removed

Lawn Bowling Environmental Scan

Local Demographic Profile for Older Adults

According to the 2016 Statistics Canada census, 32,410 of Richmond's residents are over the age of 65, representing a 25 per cent increase from the 2011 Census and 16 per cent of the total population. City of Richmond projections with Urban Futures Inc. project the older adult population to increase to 43,844 people by 2020, and 52,305 people by 2024.

The City of Richmond's 2015-2020 Seniors Service Plan also highlights the following key findings:

- Projection reports estimate that there will be a 195 per cent increase in seniors living in Richmond by 2036;
- The largest concentration of older residents (almost a quarter) live in the City Centre where the Richmond Lawn Bowling Club is located;
- Seniors in Richmond have the highest life expectancy in Canada and are living an average of 84.9 years, almost four years longer than the national average of 81.

Since the average age of Richmond Lawn Bowling Club members is 65 years old, demographic trends and projections for the City of Richmond's older adult population support the potential growth of lawn bowling participation and have influenced the program for the replacement clubhouse.

Metro Vancouver Clubhouse Comparisons

A review of relevant precedents for the Richmond Lawn Bowling Clubhouse was conducted as part of the process in establishing the proposed program options and building placements. This review included comparisons of lawn bowling clubhouse sizes for 22 lawn bowling facilities across Metro Vancouver. Average clubhouse square footage of the 22 Metro Vancouver clubs surveyed was under 2,500 sq. ft. Of these 22 clubhouses, 16 had one green and five had two greens similar to Richmond, the latter of which were approximately 2,600 sq. ft. in size.

Hosting of National Tournaments

Staff contacted seven other lawn bowling clubs across Canada that have hosted national tournaments in the last four years to see how they managed the large number of participants at their tournament receptions. Each club surveyed addressed hosting their receptions differently. Depending on clubhouse size, number of participants and type of event being hosted, some clubs were able to accommodate the tournament reception in their existing facilities. Others opted to rent local banquet halls, restaurants or community arenas to accommodate their tournament reception needs.

Membership Trends – Richmond Lawn Bowling Club and Bowls Canada

The Richmond Lawn Bowling Club currently has approximately 250 members and reached its peak of 300 members in 2010. The Club projects membership to reach 400 in the next five years. The *Bowls Canada Annual Report 2017-2018*, states that, in the last six years, membership of lawn bowlers across British Columbia was at its lowest in 2017 and has fluctuated by only 86 members, or two per cent overall.

Program Details for Richmond Lawn Bowling Clubhouse Replacement Facility

Program Area	Key Ideas/Uses
Multipurpose Room	Dividable space for group meetings, special events, tournaments and viewing of greens.
Kitchen	Support space to serve and prepare food for tournaments and club events.
Changeroom and Lockers	Accessible change / shower facility; secure lockers to keep personal bowls, shoes and other belongings.
Washrooms	Washrooms to be easily accessible from both greens.
Storage	Folding tables, chairs, tents, BBQ, maintenance equipment and other sundry items.
Main Entry	Foyer and gathering area; space to display trophies and club information.
Admin	Office with one workspace and secure storage for files and records.
Circulation and Support Spaces	Corridors; mechanical, electrical, and communications rooms; janitorial closet.
Outdoor Viewing Decks	Covered outdoor area to provide wide viewing angles and protection from weather elements; includes bench seating.



RICHMOND LAWN BOWLING CLUB
6131 Bowling Green Road
Minoru Park North, Richmond, BC

To:

The City Council
City of Richmond

April 03, 2019

Dear Mayor and Councillors,

We sincerely hope that Mayor Malcolm Brodie and all Councillors would endorse our request for a 5,000 sq. feet new clubhouse to meet our needs.

Our existing clubhouse is aging. It was built in 1968 with a total area of 1,900 sq. feet (including storage). At that time, it was intended for a maximum capacity of 75 people. Since then, our membership has grown. It is insufficient for our growing membership. At present, we have 280 members and it is still growing. Besides, the senior citizens require more space to move around.

We need a bigger clubhouse for the purposes of :

- a bigger multi-function room for our membership and guests in big events.
- a bigger kitchen to prepare food for tournaments and social events.
- more storage for tools and equipment.
- more lockers and larger locker space for storing members' bowls and shoes.
- an office for administrative and meeting.

Our membership has increased almost 4 times since our club was established. This shows Richmond residents have become more and more interested in lawn bowling.

Most importantly, our members have continuously made some outstanding achievements in both provincial and national levels. This is not just an honor to our Richmond Lawn Bowling Club, but a credit to the City of Richmond. Now we have a golden opportunity to rebuild a clubhouse that would enable us, with the help of Richmond Sport Hosting team, to host such provincial and national events. This for sure will bring economic benefits to the City.

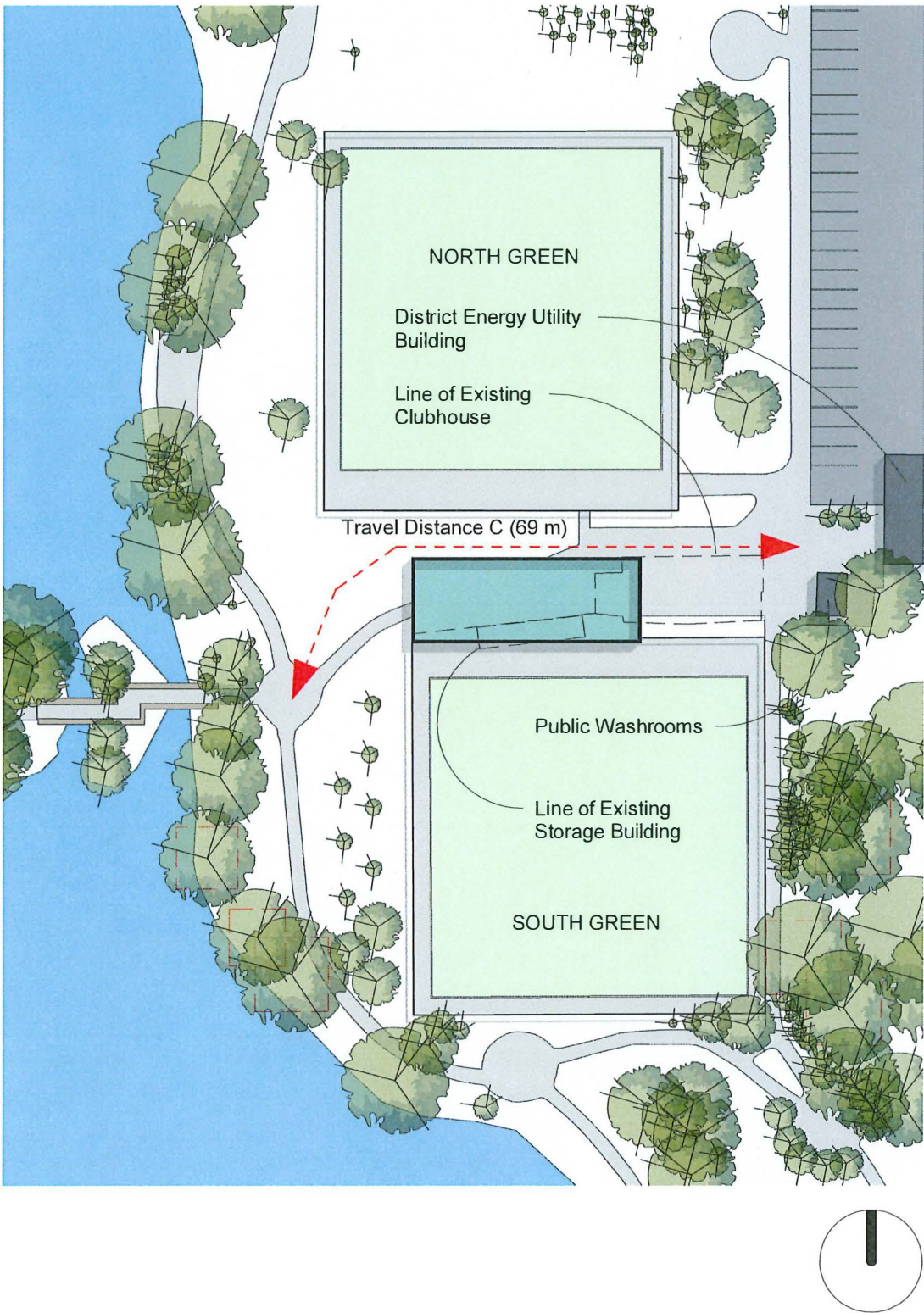
We sincerely wish our Mayor and Councillors to take our request into consideration and we look forward to hearing good news from you.

Regards,

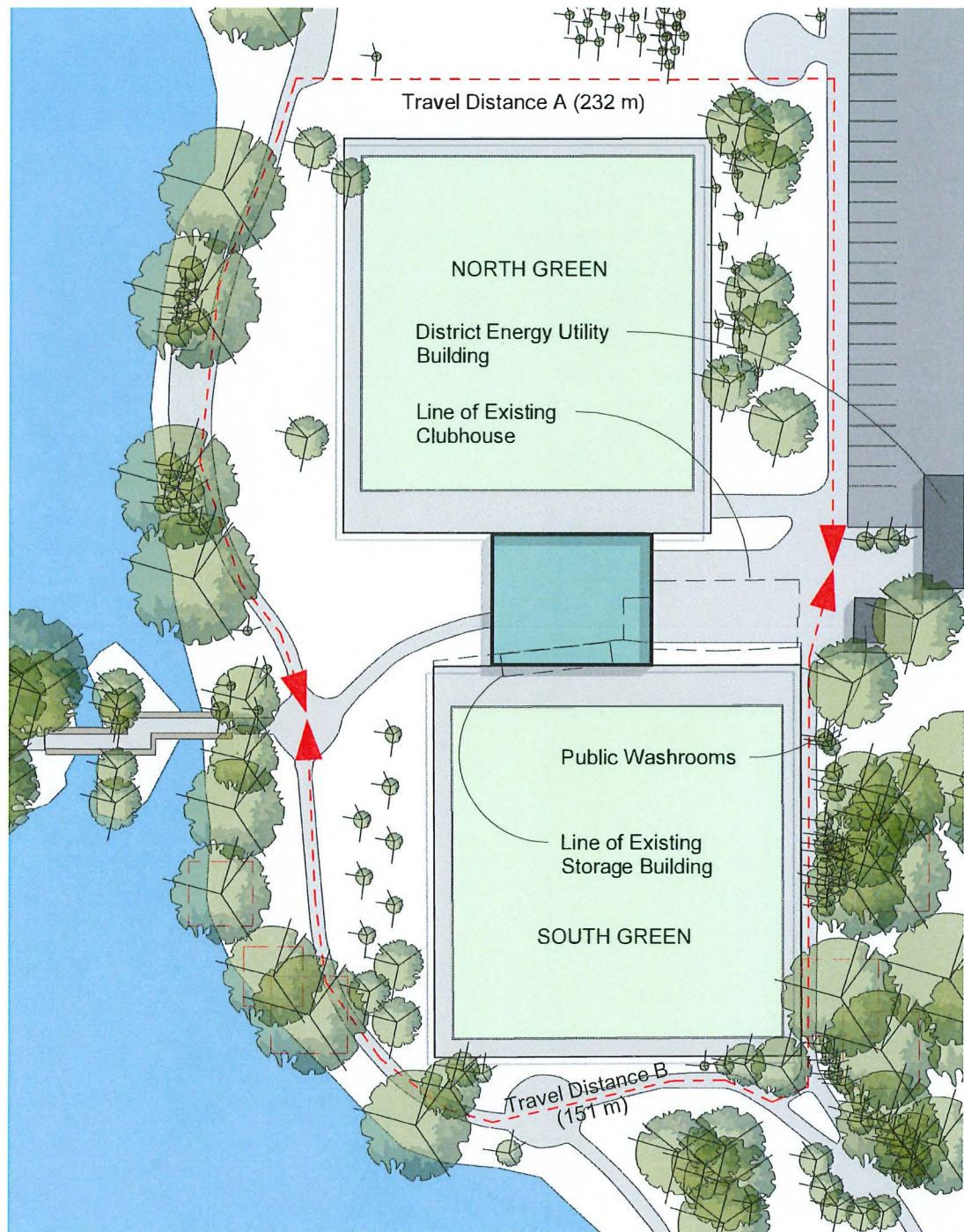
A handwritten signature in black ink, appearing to read "Kion Wong".

Kion Wong (Mr.)
President

Site Layout with Pathway Between the Greens Retained



Site Layout with Pathway Between the Greens Removed



O4
A4

PROJECT
Richmond Lawn Bowling Clubhouse

DRAWING TITLE
Site Layout Option
CNCL - 102

DATE
April 26, 2019



**Unsightly Premises Regulation Bylaw No. 7162,
Amendment Bylaw No. 9819**

The Council of the City of Richmond enacts as follows:

1. *Unsightly Premises Regulation Bylaw No. 7162*, as amended, is further amended by deleting Sections 1.1 and 1.2 and replacing them with the following:

“1.1 Property Owner or Occupier Prohibitions

1.1.1 An owner or occupier of real property must not:

- (a) allow such property to become or remain **unsightly**; or,
- (b) cause or permit **rubbish**, filth, **discarded materials**, or noxious, offensive or unwholesome matter or substances to collect or to accumulate on or around such property.

1.2 Property Owner or Occupier Obligations

1.2.1 The owner or occupier of real property, or their agents, must:

- (a) remove or cause to be removed from the real property, any **rubbish**, or noxious, offensive or unwholesome matter or substance, or any **unsightly** accumulation of **rubbish**, filth, **discarded materials**, or **graffiti**;
- (b) clear or cause such property to be cleared of **unsightly** brush, trees, weeds, or other growth;
- (c) clear or cause such property to be cleared of **noxious weeds**; and
- (d) keep grass trimmed to a height of not more than 20 centimetres.”

2. *Unsightly Premises Regulation Bylaw No. 7162*, as amended, is further amended by inserting the following as new section 1.4:

“1.4 Public Property Prohibition

- 1.4.1 A person must not cause or permit **rubbish**, filth, **discarded materials**, or noxious, offensive or unwholesome matter or substance to collect or to accumulate on or around **public property**.”

3. *Unsightly Premises Regulation Bylaw No. 7162*, as amended, is further amended at Sections 2.1.1 and 2.1.2 by deleting the words and numbers “14 days” and replacing them with “10 days”.
4. *Unsightly Premises Regulation Bylaw No. 7162*, as amended, is further amended at Section 3.1 by inserting the following as new definitions in alphabetical order:

““Abandoned Construction Materials” means an accumulation of construction materials, including but not limited to lumber, siding, insulation, windows, doors, and piping, where there is no apparent or actual construction activity occurring on or in the real property.

“Derelict Fence” means any fence characterized by significant holes, breaks, rot, crumbling, crackling or peeling finish, or rust or any other condition indicating physical decay, neglect, or lack of reasonable maintenance;

“Derelict Vehicle” means any **vehicle** which:

- (a) is not validly insured and/or licenced, if such **vehicle** would be required to be insured, and/or licenced with current validation, to be operated on public roads and/or waterways; or
- (b) is not capable of being moved by its own motive power or is missing parts, including, but not limited to engines, doors, hood, trunk, tires, lights, or windows,

but excludes one such **vehicle** on a piece of real property, which **vehicle** may only be parked or stored on hard surfacing on such property

For the purposes of this definition, a **vehicle** that is not validly insured and/or licensed, as described above, shall be deemed to be not capable of operating under its own motive power unless the owner or occupier of the real property on which it is located is able to demonstrate to the **Manager of Community Bylaws** or a **Bylaw Enforcement Officer** that the **vehicle** is capable of operating under its own motive power.

“Discarded Materials” means discarded materials and substances, including but not limited to **abandoned construction materials**, deteriorated lumber, furniture (not specifically designed for outdoor use), furniture parts, bedding, mattresses, sinks, cabinets, household fixtures, small or large appliances (including but not limited to stoves, refrigerators, and freezers), old newspapers, discarded bottles, **vehicle** parts, tires, wire, rope, abandoned, broken or neglected equipment, and the scattered remains of any such items.

- “Noxious Weed”** means a weed designated to be a noxious weed under the *Weed Control Regulation* BC. Reg. 66/85, as may be amended or replaced from time to time, and includes the seeds of the **noxious weed**.
- “Public Property”** means any real property owned or lease by the **City** and ordinarily accessible to the public, including but not limited to parks, roads, boulevards, sidewalks, and dikes.
- “Unsightly”** means, in addition to its common dictionary meaning and regardless of the condition of other properties in the neighbourhood, real property having any one or more of the following characteristics:
- (a) the accumulation of junk, filth, litter, brush, **discarded materials**, refuse, **rubbish**, garbage, graffiti, and/or **derelict vehicles**;
 - (b) **derelict fence(s)**;
 - (c) landscaping that is dead, characterized by uncontrolled growth or significant lack of maintenance, or is significantly damaged;
 - (d) uncontrolled growth of **noxious weeds**;
 - (e) the condition or appearance of a structure, building, or of real property, or parts thereof, that is characterized by graffiti, holes, breaks, rot, crumbling, cracking, peeling, rusting, or any other evidence of physical decay or neglect or excessive use, or excessive lack of maintenance; or
 - (f) any other similar conditions of disrepair, dilapidation, and deterioration.
- “Vehicle”** means any vehicle propelled otherwise than by muscle power and includes an automobile, truck or other motor vehicle, including a farm implement or equipment, motor home, motorized construction equipment, motorcycle, snowmobile, boat, recreational vehicle, aeroplane, trailer, and any other device which is capable of being driven or drawn.
- “Waste”** means decaying or non-decaying solid and semi-solid wastes, including but not limited to both combustible and non-combustible wastes, such as paper, trash, refuse, cardboard, waste material, cans, wood, glass, broken glass, crates, rags, barrels, boxes, plastic containers, scrap wire, scrap iron, tin and other metal, scrap paving material, discarded appliances, dead animals, yard clippings, dry vegetation, weeds, dead trees, accumulated branches, overgrown vegetation and trees which may harbor insect or rodent infestations

or may become a fire hazard, and piles of earth mixed with any of the above.”.

5. *Unsightly Premises Regulation Bylaw No. 7162*, as amended, is further amended at section 3.1 by deleting the definition of Rubbish and replacing it with the following:

“**“Rubbish”** includes, but is not limited to, **waste**, any **derelict fence**, and any **derelict vehicle**.”.

6. *Unsightly Premises Regulation Bylaw No. 7162*, as amended, is further amended by deleting the last paragraph from Section 4.1 and replacing it with the following:

commits an offence and upon conviction shall be liable to a fine of not less than one thousand dollars (\$1,000.00) and not more than Ten Thousand Dollars (\$10,000.00), in addition to the costs of the prosecution, and where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence.

7. *Unsightly Premises Regulation Bylaw No. 7162*, as amended, is further amended by inserting the following as new section 4.2:

“4.2(a) A violation of any of the provisions identified in this bylaw shall result in liability for penalties and late payment amounts established in Schedule A of the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122*, as amended and replaced from time to time; and

(b) A violation of any of the provisions identified in this bylaw shall be subject to the procedures, restrictions, limits, obligations and rights established in the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122*, as amended and replaced from time to time, in accordance with the *Local Government Bylaw Notice Enforcement Act*, SBC 2003, c. 60, as amended and replaced from time to time.”.

8. This Bylaw is cited as **“Unsightly Premises Regulation Bylaw No. 7162, Amendment Bylaw No. 9819”**.

FIRST READING

MAY 13 2019

SECOND READING

MAY 13 2019



THIRD READING

MAY 13 2019

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
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APPROVED for legality by Solicitor 



**Municipal Ticket Information Authorization Bylaw No. 7321,
Amendment Bylaw No. 9820**

The Council of the City of Richmond enacts as follows:

1. **Municipal Ticket Information Authorization Bylaw No. 7321**, as amended, is further amended by deleting schedule B14 and replacing it with Schedule A attached hereto.
2. This Bylaw is cited as “**Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 9820**”.

FIRST READING

MAY 13 2019

SECOND READING

MAY 13 2019

THIRD READING

MAY 13 2019

ADOPTED



MAYOR

CORPORATE OFFICER

SCHEDULE B 14**UNSIGHTLY PREMISES REGULATION BYLAW NO. 7162**

Column 1	Column 2	Column 3
Offence	Bylaw Section	Fine
Allow property to become or remain unsightly	1.1.1 (a)	\$1,000
Cause or permit rubbish, filth , discarded materials, or noxious, offensive or unwholesome matter or substance to collect or to accumulate on or around owner's property	1.1.1(b)	\$1,000
Failure to remove or cause to be removed from the real property, any rubbish, or noxious, offensive or unwholesome matter or substance, or any unsightly accumulation of rubbish, filth, discarded materials or graffiti	1.2.1(a)	\$1,000
Failure to clear or cause such property to be cleared of unsightly brush, trees, weeds or other growth	1.2.1(b)	\$500
Failure to clear or cause such property to be cleared of noxious weeds	1.2.1(c)	\$500
Failure to keep grass trimmed to a height of not more than 20 centimetres	1.2.1(d)	\$500
Placing graffiti on walls, fences or elsewhere on or adjacent to a public place	1.3.1	\$1,000
Cause or permit rubbish, filth, discarded materials, or noxious, offensive or unwholesome matter or substance to collect or to accumulate on or around public property	1.4.1	\$1,000
Failure to meet the conditions and/or deadlines specified in an Order to Comply	2.1	\$1,000



**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122,
Amendment Bylaw No. 9821**

The Council of the City of Richmond enacts as follows:

1. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended at Part One – Application by adding the following to section 1.1 in alphabetical order:

“Unsightly Premises Regulation Bylaw No. 7162, as amended;”
2. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended by adding the content of the table in Schedule A attached to and forming part of this bylaw as “Schedule - Unsightly Premises Regulation Bylaw No. 7162” to Schedule A of Bylaw No. 8122.
3. This Bylaw is cited as “**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9821**”.

FIRST READING

MAY 13 2019

SECOND READING

MAY 13 2019



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MAYOR

CORPORATE OFFICER

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SCHEDULE A to BYLAW NO. 9821

Schedule - Unsightly Premises Regulation Bylaw No. 7162 Designated Bylaw Contraventions and Corresponding Penalties							
A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Unsightly Premises Regulation Bylaw No. 7162	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
	Allow property to become or remain unsightly	1.1.1(a)	No	\$ 450.00	\$ 300.00	\$ 500.00	n/a
	Cause or permit rubbish, filth, discarded materials, or noxious, offensive or unwholesome matter or substances to collect or to accumulate on or around owner's property	1.1.1(b)	No	\$ 450.00	\$ 300.00	\$ 500.00	n/a
	Failure to remove or cause to be removed from the real property, any rubbish, or noxious, offensive or unwholesome matter or substance, or any unsightly accumulation of rubbish, filth, discarded materials or graffiti	1.2.1(a)	No	\$ 450.00	\$ 300.00	\$ 500.00	n/a
	Failure to clear or cause such property to be cleared of unsightly brush, trees, weeds or other growth	1.2.1(b)	No	\$ 150.00	\$ 100.00	\$ 200.00	n/a
	Failure to clear or cause such property to be cleared of noxious weeds	1.2.1(c)	No	\$ 150.00	\$ 100.00	\$ 200.00	n/a
	Failure to keep grass trimmed to a height of not more than 20 centimetres	1.2.1(d)	No	\$ 150.00	\$ 100.00	\$ 200.00	n/a
	Placing graffiti on walls, fences, or elsewhere on or adjacent to a public place.	1.3.1	No	\$ 450.00	\$ 300.00	\$ 500.00	n/a

Schedule - Unsightly Premises Regulation Bylaw No. 7162

Designated Bylaw Contraventions and Corresponding Penalties

A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
	Cause or permit rubbish, filth, discarded materials, or noxious, offensive or unwholesome matter or substance to collect or to accumulate on or around public property	1.4.1	No	\$ 450.00	\$ 300.00	\$ 500.00	n/a
	Failure to meet the conditions and/or deadlines specified in an Order to Comply	2.1	No	\$ 450.00	\$ 300.00	\$ 500.00	n/a



**Development Permit, Development Variance Permit and Temporary
Commercial and Industrial Use Permit Procedure Bylaw No. 7273,
Amendment Bylaw No. 10031**

The Council of the City of Richmond enacts as follows:

1. Development Permit, Development Variance Permit And Temporary Commercial And Industrial Use Permit Procedure Bylaw No. 7273, as amended, is further amended at section 12.1 by deleting the definitions of "**City Clerk**", "**Development Permit**", "**Development Variance Permit**", "**General Manager, Urban Development**", "**Manager of Development Applications**", "**Standing Committee**", and "**Temporary Use Permit**", and inserting the following in alphabetical order:

Chief Administrative Officer means the person appointed by **Council** to the position of Chief Administrative Officer and who has been assigned the duties of the position specified by bylaw and in accordance with section 147 of the **Community Charter**.

City Clerk means the Corporate Officer assigned responsibility under section 148 of the *Community Charter*.

Development Permit means a development permit authorized under section 490 of the *Local Government Act*.

Development Variance Permit means a development permit authorized under section 498 of the *Local Government Act*.

Director, Development means the Director, Development in the Planning and Development Department of the **City**, or an alternate.

General Manager, Planning and Development means the General Manager, Planning and Development, of the **City** and his or her respective designates and authorized agents.

Standing Committee means the standing committee of **Council** appointed by the Mayor in accordance with section 141 of the *Community Charter* whose mandate includes community planning and development matters and the consideration of **temporary use permits**.

Temporary Use Permit means a temporary use permit authorized under section 493 of the *Local Government Act*.

2. Development Permit, Development Variance Permit And Temporary Commercial And Industrial Use Permit Procedure Bylaw No. 7273, as amended, is further amended by deleting the term "**Manager of Development Applications**" and replacing it with "**Director, Development**" wherever the term appears in the Bylaw.
3. Development Permit, Development Variance Permit And Temporary Commercial And Industrial Use Permit Procedure Bylaw No. 7273, as amended, is further amended by deleting the term "**General Manager, Urban Development**" and replacing it with "**General Manager, Planning and Development**" wherever the term appears in the Bylaw.
4. Development Permit, Development Variance Permit And Temporary Commercial And Industrial Use Permit Procedure Bylaw No. 7273, as amended, is further amended by deleting section 4.2 and replacing it with the following:

4.2 Quorum and Membership and Chair

4.2.1 The Development Permit Panel:

- (a) comprises any three of the **Chief Administrative Officer** and **General Managers** or their alternates;
 - (b) has a quorum of three; and
 - (c) must, if such member is present, be chaired by the **Chief Administrative Officer**, or be chaired by the member so designated by the **Chief Administrative Officer**.
5. This Bylaw is cited as "**Development Permit, Development Variance Permit And Temporary Commercial And Industrial Use Permit Procedure Bylaw No. 7273, Amendment Bylaw No. 10031**".

FIRST READING

MAY 13 2019

SECOND READING

MAY 13 2019

THIRD READING

MAY 13 2019

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
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