

Report to Development Permit Panel

To: Development Permit Panel

Date: August 4, 2021

From: Wayne Craig

Re:

File: DP 19-862430

Director, Development

Application by CSC Interior Services for a Development Permit at

8011 Leslie Road

Staff Recommendation

That a Development Permit be issued which would:

- 1. Permit renovations to the existing building at 8011 Leslie Road on a site zoned "Auto-Oriented Commercial (CA);" and
- 2. Vary the provisions of Richmond Zoning Bylaw 8500 to:
 - a) Reduce the minimum side yard setback from 3.0 m to 0 m;
 - b) Permit two small vehicle parking spaces;
 - c) Reduce the required medium on-site loading spaces from 1 to 0;
 - d) Reduce the minimum setback between parking spaces and side lot lines from 1.5 m to 0.8 m; and
 - e) Reduce the minimum setback between parking spaces and the rear lot line from 1.5 m to 0 m

for

Wayne Craig

Director, Development

Jul fler

(604-247-4625)

WC:jr

Att. 3

Staff Report

Origin

CSC Interior Services has applied to the City of Richmond on behalf of owner, Canada Mei Fu Jin Investment Ltd. (Director Jiang Fu), for permission to undertake renovations to the existing building at 8011 Leslie Road on a site zoned "Auto-oriented Commercial (CA)." The proposed renovations are to facilitate the use of the building as a hotel. A location map is provided in Attachment 1. The site currently contains a three-storey building.

There is no rezoning application associated with this Development Permit application.

Development Information

Please refer to the Development Application Data Sheet in Attachment 2 for a comparison of the proposed development data with the relevant bylaw requirements.

Background

The subject site is an 829 m² (8,923 ft²) property containing a three-storey building, which was built as offices but is currently vacant. The site is located in the Aberdeen Village area of the City Centre Area Plan (CCAP). The CCAP land use designation for the subject site is "General Urban T5," which supports a variety of commercial uses.

The existing building is located above the parking at grade, with only elevator and stair lobbies occupying the ground floor. The proposed renovation would include replacement of all of the windows, replanting of the landscape areas, and two small additions to the ground floor in an area currently occupied by parking.

Development surrounding the subject site is as follows:

- To the north; a single-storey commercial centre on a property zoned "Auto-oriented Commercial (CA)".
- To the east; a two-storey commercial building on a property zoned "Auto-oriented Commercial (CA)".
- To the south, across Leslie Road; a paved parking lot on a property zoned "Auto-oriented Commercial (CA)".
- To the west; one- and two-storey commercial buildings on properties zoned "Auto-oriented Commercial (CA)".

Staff Comments

The proposal involves the conversion of the building from office to hotel uses. A total of 22 rooms are proposed. No cooking facilities are provided within the rooms although a communal dining area for hotel guests is provided. Consistent with previous applications involving hotels, the applicant will be required to register restrictive covenants on title prior to issuance of the Development Permit. These include a restriction against the strata subdivision of hotel rooms, limit on length of stay to a maximum of 30 consecutive days, and a restriction against providing kitchens in any hotel room.

The proposed exterior alterations are largely limited to the size and location of windows, parking layout, and small ground floor additions within the existing building footprint. The additional floor area is within the allowable floor area ratio (FAR) for hotel uses. The proposed alterations are generally in compliance with the "Auto-oriented Commercial (CA)" zone except for the zoning variances noted below.

Zoning Compliance/Variances (staff comments in bold italics)

The applicant requests to vary the provisions of Richmond Zoning Bylaw 8500 to:

1) Reduce the minimum side yard setback from 3.0 to 0 m.

Staff supports the proposed variance as the location of the existing building is an existing legal con-conforming condition and the project involves adaptive reuse of the existing building.

2) Permit two small vehicle parking spaces.

Staff supports the proposed variance as it applies only to the existing parking spaces located underneath the building, which cannot be enlarged due to the structural support pillars. The Zoning Bylaw would allow up to 50% small car spaces on properties with 31 or more parking spaces. These two small spaces represent 18% of total stalls. The parking arrangements have been reviewed and accepted by the City's Transportation Department.

3) Reduce the required medium on-site loading spaces from 1 to 0.

Staff supports the proposed variance as the location of the existing building and clearance height of the drive aisle restrict loading activities to the front yard only. Loading is accommodated along the west side of the site, and, although this area is not technically large enough to meet the size requirements for a medium-size loading area as defined in the Zoning Bylaw, the applicant has demonstrated that this area is functional for the needs of the proposed use. The loading arrangement was reviewed and accepted by the City's Transportation Department.

4) Reduce the minimum setback between parking spaces and side lot lines from 1.5 m to 0.8 m.

Staff supports the proposed variance as the proposed landscaped setbacks are an improvement from the existing condition. A 1.5 m landscape setback cannot be accommodated without a variance to the minimum driveway width, which is 7.5 m.

5) Reduce the minimum setback between parking spaces and the rear lot line from 1.5 m to 0 m.

Staff support the proposed variance as the rear yard interface is with the service lane of the neighbouring development. A landscaped area is instead provided at the base of the building to add separation between parked vehicles and the ground level hotel units.

Advisory Design Panel Comments

The proposed exterior alterations are limited in scope and will not impact the overall form, massing or site plan of the existing building. Therefore, it was not presented to the Advisory Design Panel for review and comment.

Analysis

Conditions of Adjacency

- The subject site is located within a vehicle-oriented commercial area. There is perimeter fencing around the site, which would be replaced with a new 1.8 m (6 foot) metal fence. As the proposal involves only minor additions to the existing building, no grade changes are proposed.
- The subject site is located in Area A of Richmond Flood Plain Designation and Protection Bylaw 8204. A Flood Indemnity covenant is required to be registered on title prior to issuance of the Development Permit.
- The subject site is located in Aircraft Noise Sensitive Development Area 1A of the Official Community Plan. A Noise Indemnity covenant is required to be registered on title prior to issuance of the Development Permit.

Urban Design and Site Planning

- Vehicle access to the site is from a driveway crossing in the middle of the Leslie Rd frontage. The drive aisle continues through the centre of the site with parking on both sides. The building is located over the parking and drive aisle.
- The proposed renovation would include two small additions under the building, which would replace some of the existing parking stalls. These additions are for a communal dining area, three guest rooms, and new mechanical and electrical rooms. The exterior cladding will be consistent with the exterior cladding on the ground floor of the building.
- A total of 11 parking spaces are provided including one accessible parking space in front of the building. Bicycle parking is provided under the building between two of the pillars.
- There is an existing waste collection area at the front of the site, which is currently not screened. A new garbage and recycling enclosure is proposed under the western side of the building, which would be accessible from an informal loading area on the west side of the site. There is insufficient overhead clearance for a garbage truck to pass under the building for the enclosure to be located at the rear of the site.
- No changes to the site layout or building massing are proposed, and the proposed building additions would be located within the existing footprint.

Architectural Form and Character

- The existing building is a three-storey structure, with the upper two stories located above an unenclosed parking area below.
- The proposed renovation would involve two ground floor additions in the parking area, replacing the existing windows, and reconfiguring the surface parking.
- The building is clad with horizontal metal siding. The siding is proposed to be retained, and new siding to match will be installed on the building additions. All siding would be painted a uniform shade of blue.
- Business signage shown on the plans does not form part of the Development Permit and is subject to additional review by staff through the sign permit application process.

Landscape Design and Open Space Design

• The majority of the site is paved to accommodate vehicle circulation and parking. There are landscaped areas in the front yard setback, which currently contain shrubs in poor condition.

- New landscaping would be planted as part of the proposed renovations. The proposal includes three Japanese Maple trees in the front yard setback with Sweet Woodruff as a groundcover. Sweet Woodruff is a shade tolerant perennial that is attractive to pollinator species includes bees and butterflies.
- A landscape security of \$18,249 is required prior to Development Permit issuance to ensure that the agreed upon landscaping works are installed and maintained.

Crime Prevention Through Environmental Design

- Pedestrian access is proposed via a marked pathway from the sidewalk to the front door. The painted pathway continues along the drive aisle under the building to provide a clear route from the parking area and ground floor guest rooms to the lobby and sidewalk.
- The existing wood perimeter fence is proposed to be removed and replaced with a metal fence.

Sustainability

• The proposal involves the adaptive reuse of an existing building, extending the functional life of the building and reducing demolition waste.

Off-site Works and Frontage Improvements

- A Servicing Agreement is required for off-site servicing works and frontage improvements.
- The property frontage is to be upgraded to the current standard for City Centre, including 2.0 m wide sidewalk and 1.5 m wide landscaped boulevard.

Conclusions

As the proposed development would meet applicable policies and Development Permit Guidelines, staff recommend that the Development Permit be endorsed, and issuance by Council be recommended.

Jordan Rockerbie Planner 1

(604-276-4092)

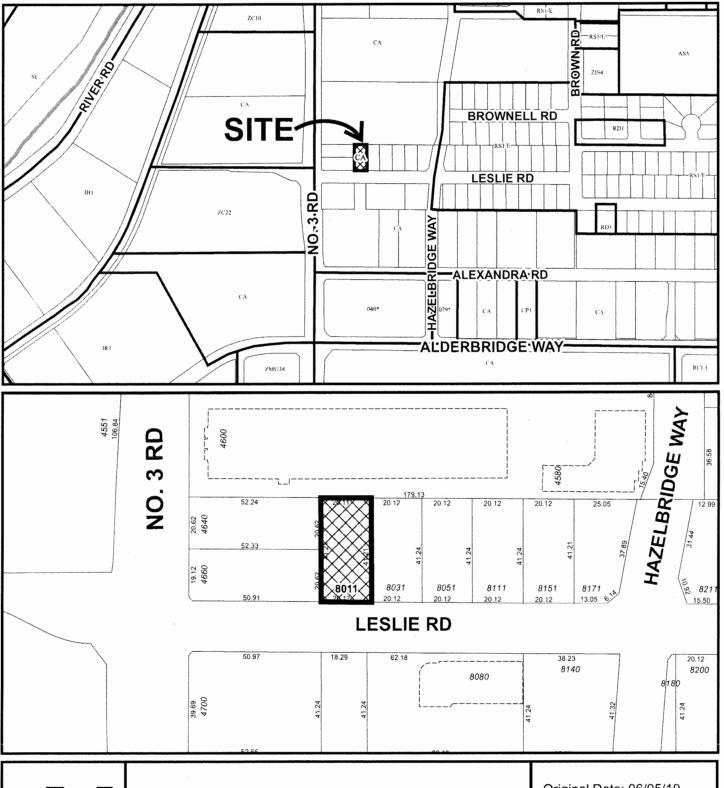
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Attachments:

Attachment 1: Location Map

Attachment 2: Development Application Data Sheet Attachment 3: Development Permit Considerations







DP 19-862430

Original Date: 06/05/19

Revision Date:

Note: Dimensions are in METRES



Development Application Data Sheet

Development Applications Department

DP 19-862430 Attachment 2

Address: 8011 Leslie Road

Applicant: CSC Interior Services Owner: Canada Mei Fu Jin Investment Ltd.

Planning Area(s): City Centre

Floor Area Gross: 833.4 m² (8,971 ft²) Floor Area Net: 833.4 m² (8,971 ft²)

	Existing	Proposed
Site Area:	829 m²	No change
Land Uses:	Commercial office	Commercial hotel
OCP Designation:	Commercial	No change
CCAP Designation:	General Urban T5	No change
Zoning:	Auto-oriented Commercial (CA)	No change

	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	1.5 FAR for hotels	1.0 FAR	None permitted
Lot Coverage:	Max. 50%	41.1%	None
Setback – Front Yard:	Min. 3.0 m	8.07 m	None
Setback – West Side Yard:	Min. 3.0 m	3.04 m	None
Setback – East Side Yard:	Min. 3.0 m	0 m	Vary by 3.0 m
Setback – Rear Yard:	Min. 3.0 m	12.14 m	None
Height (m):	Max. 45 m for hotels	11.26 m	None
Lot Size:	N/A	829 m²	None
Off-street Parking Spaces:	Min. 10	11	None
Off-street Parking Spaces - Small:	Not permitted	2	Vary by 2
Off-street Parking Spaces – Accessible:	Min. 2%, i.e. 1	1	None
Off-street Loading Spaces - Medium:	Min. 1	0	Vary by 1
Off-street Loading Spaces - Large:	0	0	None



Development Permit Considerations

Development Applications Department 6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 8011 Leslie Road File No.: DP 19-862430

Prior to a Development Permit being forwarded to Council for issuance, the developer is required to:

- Submission of a Landscape Security in the amount of \$18,249. A portion of the Landscape Security will be
 returned following a satisfactory Landscape Inspection by the City through the Building Permit process. The City
 may retain up to 10% of the Landscape Security for a one year holding period, to ensure that the agreed-upon
 landscaping survives.
- 2. Registration of an aircraft noise indemnity covenant on title (ANSD Area 1A).
- 3. Registration of a flood indemnity covenant on title (Area A).
- 4. Registration of a covenant on title:
 - a. Prohibiting stratification of individual or groups of hotel rooms;
 - b. Securing the owner's and owner's assignee's commitment to limit the length of stay of hotel guests to a maximum of thirty consecutive days; and
 - c. Prohibiting kitchens in any of the hotel rooms.

Prior to Building Permit* Issuance, the developer must complete the following requirements:

- 1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
- 2. Enter into a Servicing Agreement* for the design and construction of engineering infrastructure improvements. A Letter of Credit or cash security for the value of the Service Agreement works, as determined by the City, will be required as part of entering into the Servicing Agreement. Works include, but may not be limited to:

Water Works:

- a) Using the OCP Model, there is 303.0 L/s of water available at a 20 psi residual at the Leslie Road frontage. Based on your proposed development, your site requires a minimum fire flow of 200 L/s.
- b) The Developer is required to at the developer's cost:
 - i) Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.
 - ii) Review hydrant spacing on all road frontages and install new fire hydrants as required to meet City spacing requirements for the proposed land use
 - iii) Review and confirm if the existing 25mm water service connection is adequate to service the proposed development. In the case that a service connection is not considered acceptable, the service connection shall be replaced by the City, at the Developer's cost, as described below.

- iv) Provide a right-of-way for new water meter, if required. Minimum right-of-way dimensions to be the size of the meter box (from the City of Richmond supplementary specifications) + any appurtenances. Exact right-of-way dimensions to be finalized at the building permit stage.
- c) At Developer's cost, the City is to:
 - i) If required, upgrade the existing 25mm water service connection, complete with meter and meter box.

Storm Sewer Works:

- d) The Developer is required to at the developer's cost:
 - i) Provide an erosion and sediment control plan for all on-site and off-site works, to be reviewed as part of the servicing agreement design.
 - ii) Confirm the size, material and condition of the existing storm service connection through video inspection. Submit the findings for City review. If deemed acceptable by the City, the existing service connection may be retained. In the case that the service connection size is inadequate or it is not in a condition to be re-used, the service connection shall be replaced by the City, at the Developer's cost, as described below.
- e) At Developer's cost, the City is to:
 - i) If required, replace the existing storm service connection, inspection chamber, and storm lead servicing 8011 Leslie Road. The new connection shall be to the existing manhole.

Sanitary Sewer Works:

- f) At Developer's cost, the City is to:
 - i) Cut and cap, at main, the existing rear yard sanitary sewer service connection to the development site and remove its inspection chamber.
 - ii) Install a new sanitary service connection off of the 200mm collector pipe within Leslie Road, complete with a new inspection chamber.

Frontage Improvements:

- g) The Developer is required to at the developer's cost:
 - i) Coordinate with BC Hydro, Telus and other private communication service providers:
 - (a) To pre-duct for future hydro, telephone and cable utilities along the Leslie Road frontage.
 - (b) Before relocating/modifying any of the existing power poles and/or guy wires within the property frontages
 - (c) Locate/relocate all above ground utility cabinets and kiosks required to service the proposed development, and all above ground utility cabinets and kiosks located along the development's frontages, within the developments site (see list below for examples). A functional plan showing conceptual locations for such infrastructure shall be included in the development design review process. Please coordinate with the respective private utility companies and the project's lighting and traffic signal consultants to confirm the requirements (e.g., statutory right-of-way dimensions) and the locations for the aboveground structures. If a private utility company does not require an aboveground structure, that company shall confirm this via a letter to be submitted to the City. The following are

examples of statutory right-of-ways that shall be shown on the architectural plans/functional plan the servicing agreement drawings, and registered prior to SA design approval:

- BC Hydro PMT 4.0 x 5.0 m
- BC Hydro LPT 3.5 x 3.5 m
- Street light kiosk 1.5 x 1.5 m
- Traffic signal kiosk 2.0 x 1.5 m
- Traffic signal UPS 1.0 x 1.0 m
- Shaw cable kiosk 1.0 x 1.0 m
- Telus FDH cabinet 1.1 x 1.0 m
- ii) Provide roadway lighting at the back of curb at the Leslie Road frontage: Type 7 (LED) INCLUDING 1 street luminaire with a grey pole, but EXCLUDING any pedestrian luminaires, banner arms, flower basket holders, irrigation, or duplex receptacles.
- iii) Complete other frontage improvements as per Transportation requirements:
 - (a) New 2.0 m concrete sidewalk at the property line, min. 1.5 m wide landscaped boulevard, existing curb to remain in place.
 - (b) Reconstruct the existing driveway crossing to current design standards.

General Items:

- h) The Developer is required to at the developer's cost:
 - i) Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, dewatering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
 - ii) Not encroach into City rights-of-ways with any proposed trees, retaining walls, or other non-removable structures. Retaining walls proposed to encroach into rights-of-ways must be reviewed by the City's Engineering Department.
 - iii) Coordinate the servicing agreement design for this development with the servicing agreement(s) for the adjacent development(s), both existing and in-stream. The developer's civil engineer shall submit a signed and sealed letter with each servicing agreement submission confirming that they have coordinated with civil engineer(s) of the adjacent project(s) and that the servicing agreement designs are consistent. The City will not accept the 1st submission if it is not coordinated with the adjacent developments. The coordination letter should cover, but not be limited to, the following:
 - (a) Corridors for City utilities (existing and proposed water, storm sewer, sanitary and DEU) and private utilities.
 - (b) Pipe sizes, material and slopes.
 - (c) Location of manholes and fire hydrants.
 - (d) Road grades, high points and low points.
 - (e) Alignment of ultimate and interim curbs.
 - (f) Proposed street lights design.

Note:

This requires a separate application.

- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.
 - All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.
 - The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.
- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial Wildlife Act and Federal Migratory Birds Convention Act, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

Signed	Date



Development Permit

No. DP 19-862430

To the Holder:

CSC INTERIOR SERVICES

Property Address:

8011 LESLIE ROAD

Address:

C/O 3216 SALTSPRING AVENUE

COQUITLAM, BC V3E 1E9

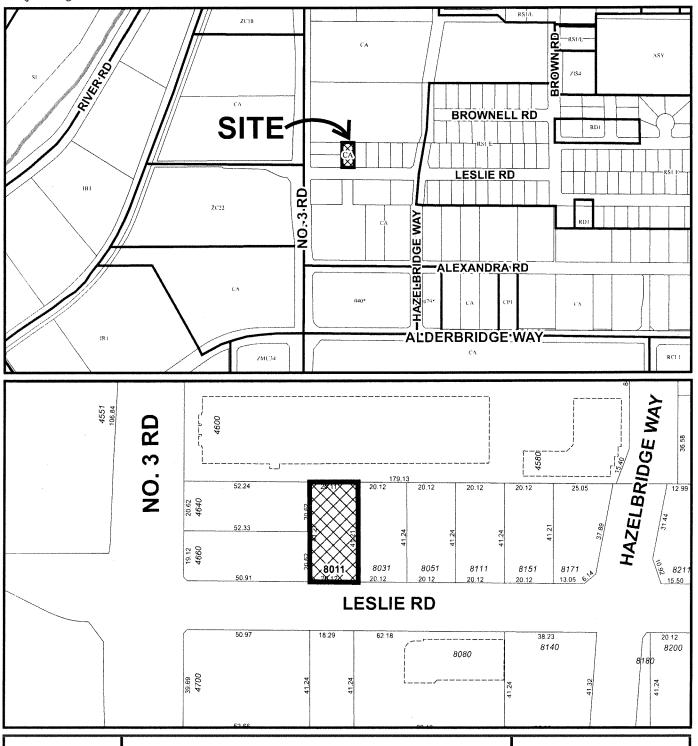
- 1. This Development Permit is issued subject to compliance with all of the Bylaws of the City applicable thereto, except as specifically varied or supplemented by this Permit.
- 2. This Development Permit applies to and only to those lands shown cross-hatched on the attached Schedule "A" and any and all buildings, structures and other development thereon.
- 3. The "Richmond Zoning Bylaw 8500" is hereby varied to:
 - a) Reduce the minimum side yard setback from 3.0 m to 0 m;
 - b) Permit two small vehicle parking spaces;
 - c) Reduce the required medium on-site loading spaces from 1 to 0;
 - d) Reduce the minimum setback between parking spaces and side lot lines from 1.5 m to 0.8 m; and
 - e) Reduce the minimum setback between parking spaces and the rear lot line from 1.5 m to 0 m.
- 4. Subject to Section 692 of the Local Government Act, R.S.B.C.: buildings and structures; off-street parking and loading facilities; roads and parking areas; and landscaping and screening shall be constructed generally in accordance with Plans # 1 to # 6 attached hereto.
- 5. Sanitary sewers, water, drainage, highways, street lighting, underground wiring, and sidewalks, shall be provided as required.
- 6. As a condition of the issuance of this Permit, the City is holding the security in the amount of \$18,249 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. Should the Holder carry out the development permitted by this permit within the time set out herein, the security shall be returned to the Holder. The City may retain the security for up to one year after inspection of the completed landscaping in order to ensure that plant material has survived.

Development Permit No. DP 19-862430

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To the Holder:	CSC INTERIOR SER	VICES		
Property Address:	8011 LESLIE ROAD			
Address:	C/O 3216 SALTSPRING AVENUE COQUITLAM, BC V3E 1E9			
 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. 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. This Permit is not a Building Permit. 				
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DELIVERED THIS	DAY OF ,			

MAYOR





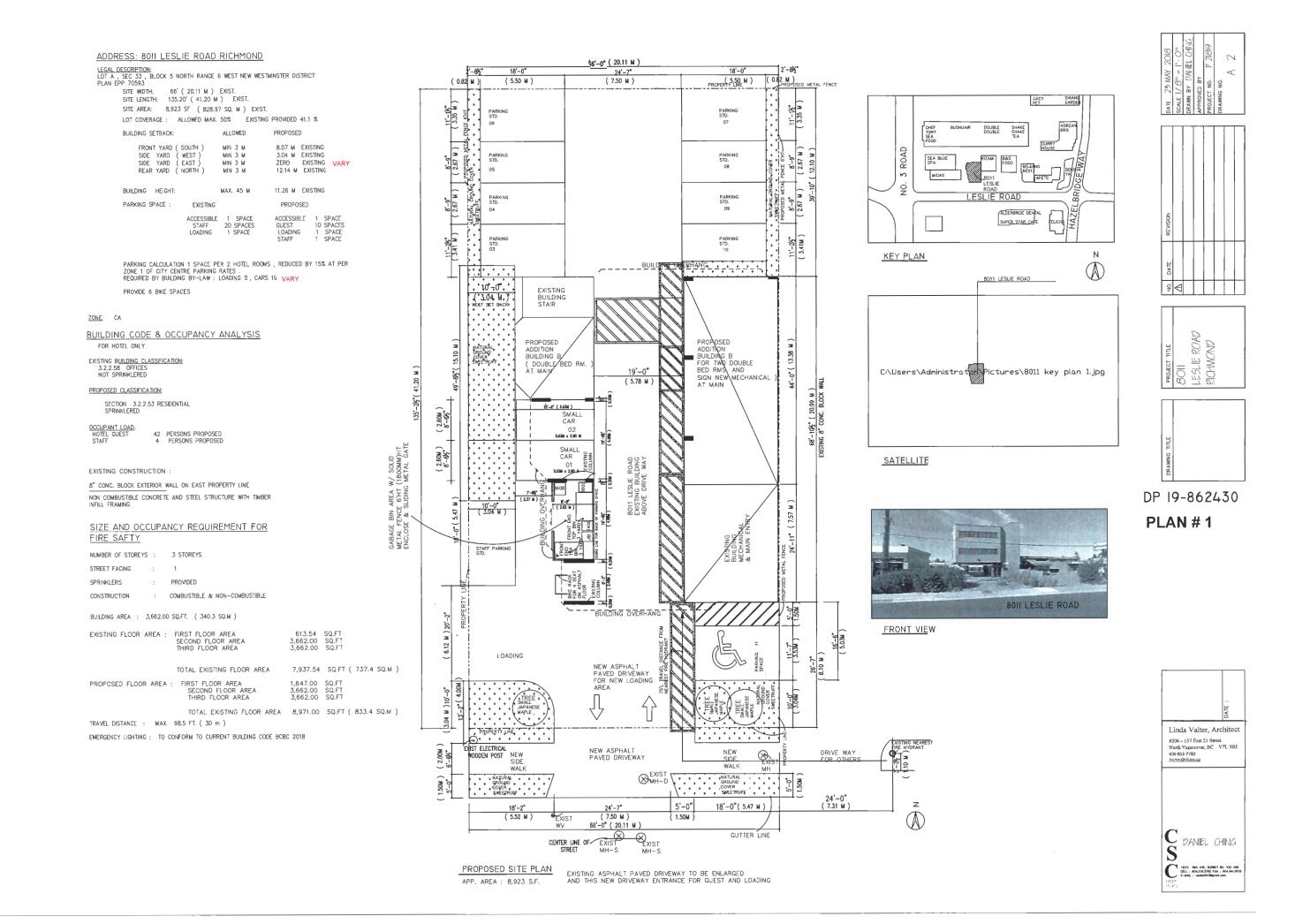


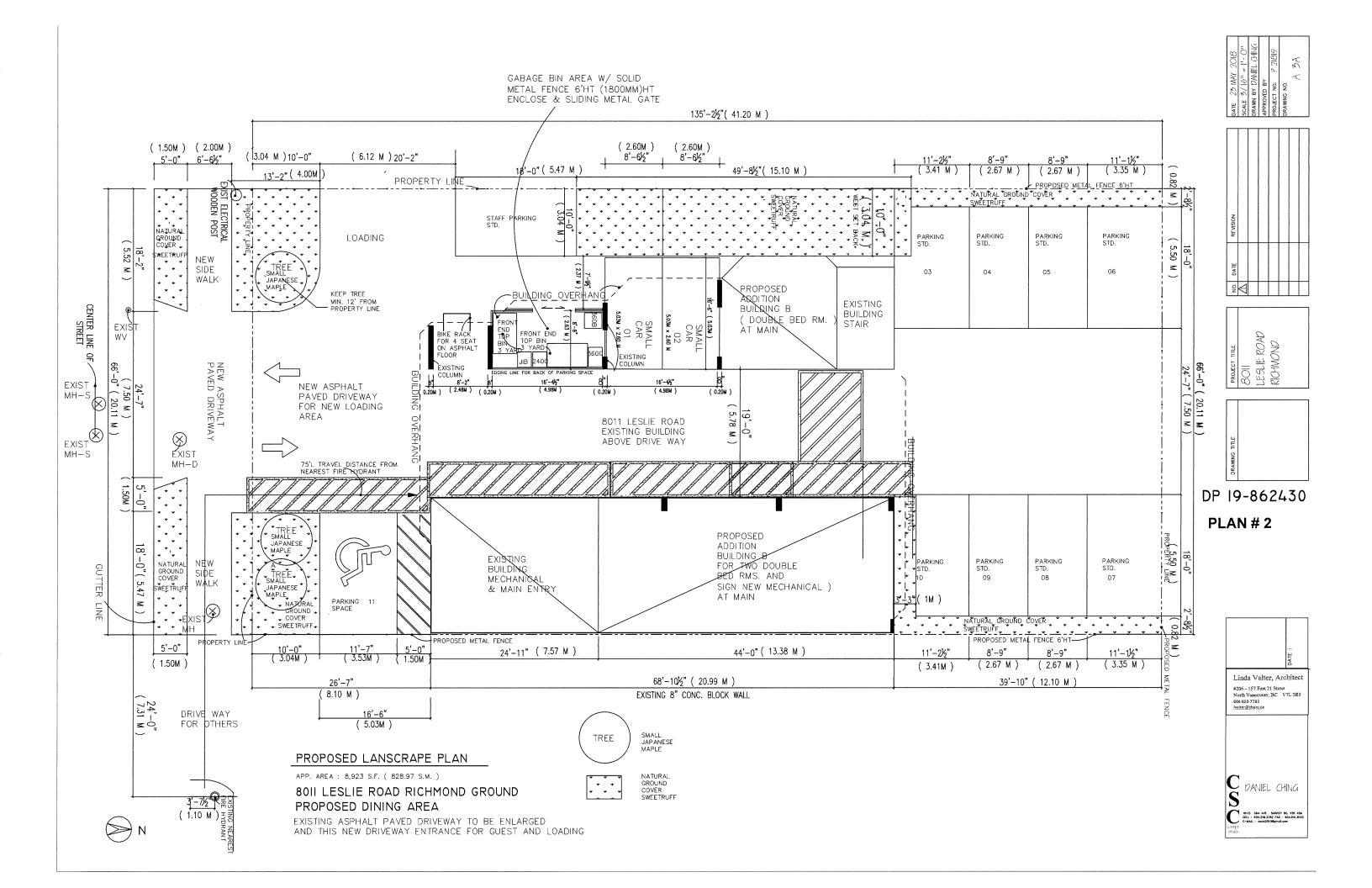
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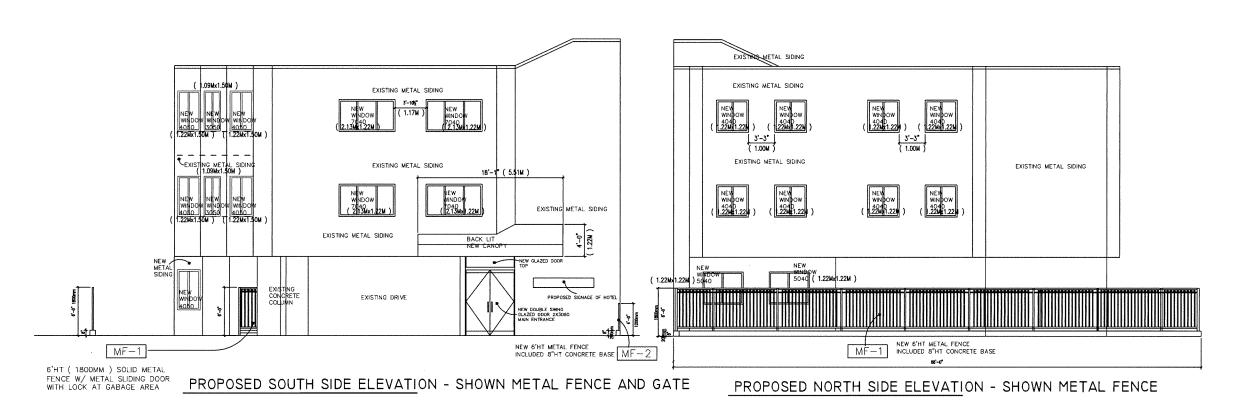
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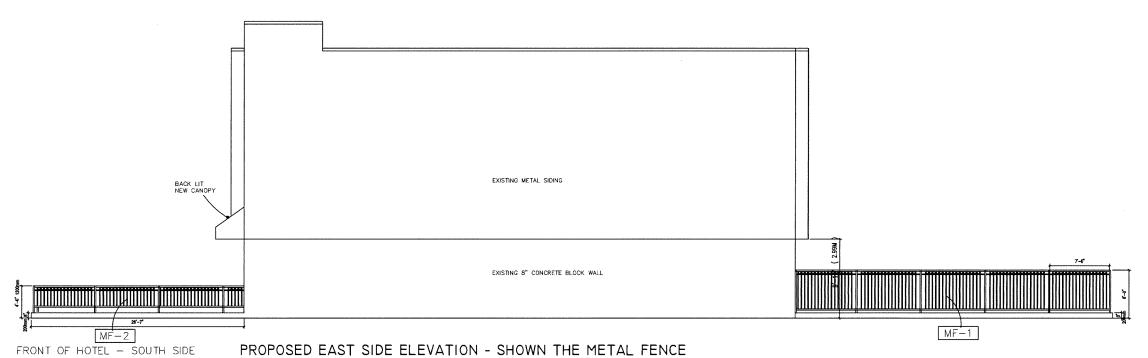
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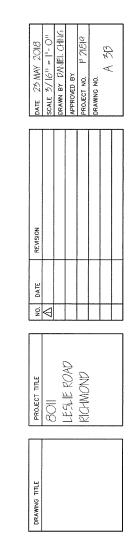
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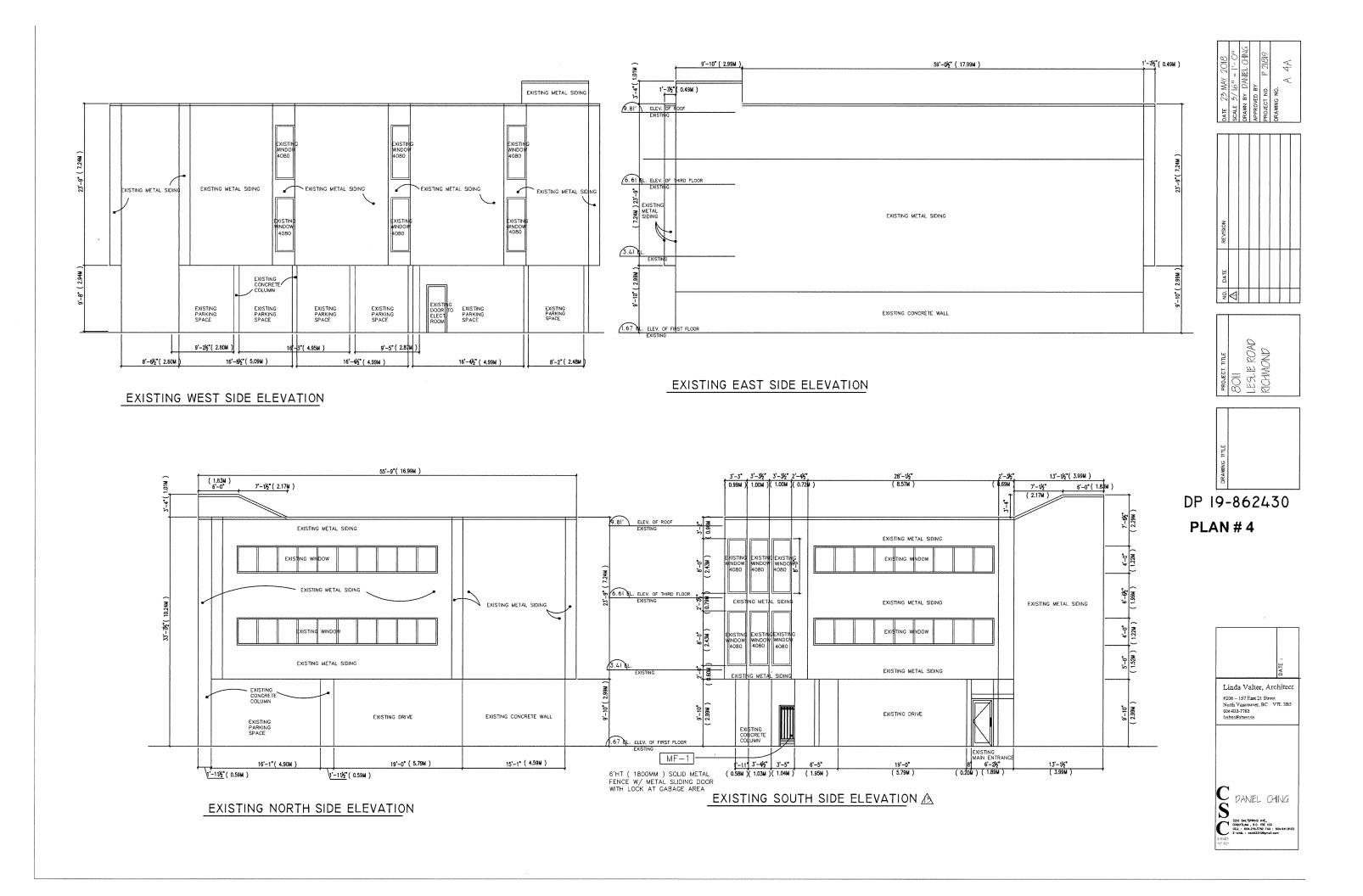


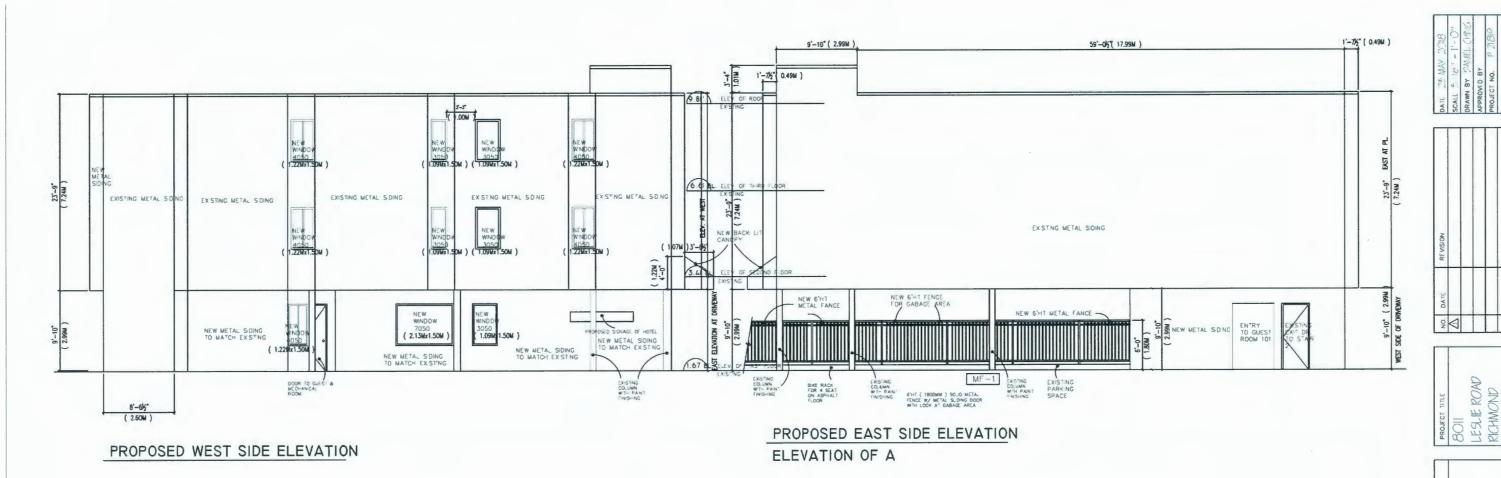


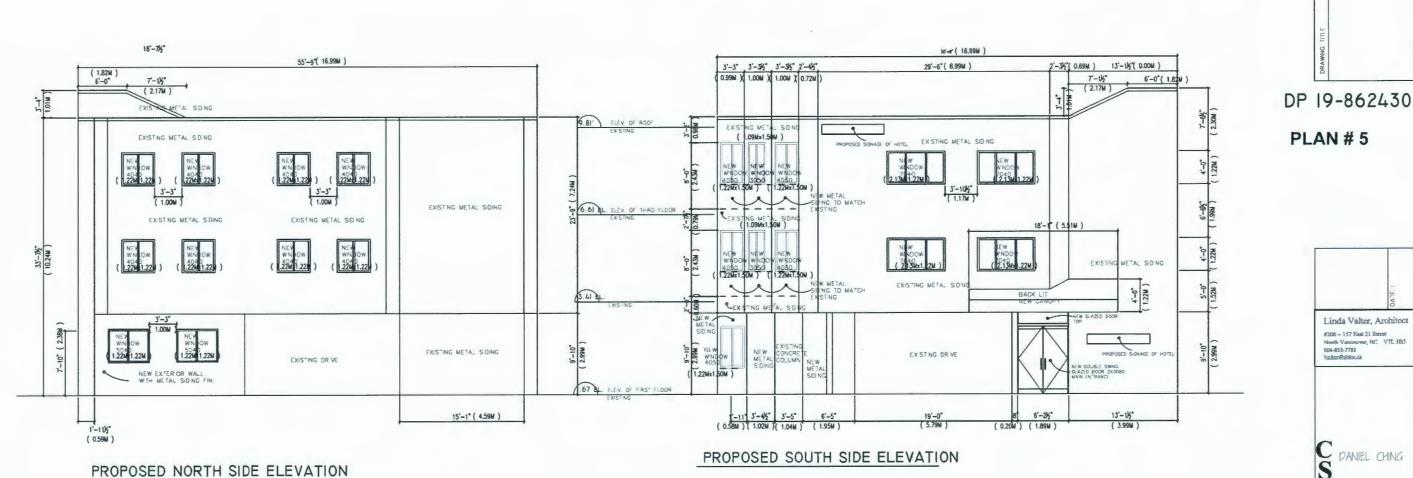


DP 19-862430 PLAN#3









Linda Valter, Architect #206 -- 157 East 21 Sweet North Vancouver, RC V7L 3BS 604-833-7783 halten@phocca

S DANIEL CHING



