



**To:** Planning Committee **Date:** February 5, 2024  
**From:** Suzanne Smith **File:** TU 23-033092  
Acting Director, Development  
**Re:** **Application by Firework Productions Ltd. for a Temporary Commercial Use Permit at 8351 River Road, Duck Island (Lot 87, Section 21 Block 5 North Range 6 West Plan 34592) and 8411, 8431 and 8451 West Road**

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**Staff Recommendation**

1. That the application by Firework Productions Ltd. for a Temporary Commercial Use Permit for the properties at 8351 River Road, Duck Island (Lot 87, Section 21 Block 5 North Range 6 West Plan 34592) and 8411, 8431 and 8451 West Road be considered at a Public Hearing to be held March 18, 2024 at 7:00 p.m. in the Council Chambers of Richmond City Hall; and that the following recommendations be forwarded to that meeting for consideration:

“That a Temporary Commercial Use Permit be issued to Firework Productions Ltd. for the property at 8351 River Road and Duck Island (Lot 87, Section 21 Block 5 North Range 6 West Plan 34592) and 8411, 8431 and 8451 West Road for the purposes of permitting the following:

- a) Night market event between April 26, 2024 to October 20, 2024 (inclusive) to allow for a maximum of 84 event operational days in accordance with identified dates and hours as outlined in Schedule C attached to the Temporary Commercial Use Permit;
- b) Night market event between April 25, 2025 to October 19, 2025 (inclusive) for a maximum of 83 event operational days in accordance with identified dates and hours as outlined in Schedule C attached to the Temporary Commercial Use Permit;
- c) Night market event between April 24, 2026 to October 18, 2026 (inclusive) for a maximum of 82 event operational days in accordance with identified dates and hours as outlined in Schedule C attached to the Temporary Commercial Use Permit; and
- d) The night market event as outlined in the report dated February 5, 2024 from the Director, Development be subject to the fulfillment of all terms, conditions and requirements outlined in the Temporary Commercial Use Permit and attached Schedules”.

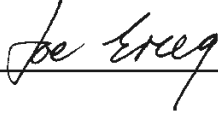
- 2. That the Public Hearing notification area be extended to include all properties to the north of Bridgeport Road and West of Great Canadian Way as shown in Attachment 4 to the staff report dated February 5, 2024.



Suzanne Smith  
 Acting Director, Development  
 (604-276-4138)

SS:le

Att. 5

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Economic Development	<input checked="" type="checkbox"/>	
Business Licences	<input checked="" type="checkbox"/>	
Community Bylaws	<input checked="" type="checkbox"/>	
Community Bylaws – Parking Enforcement	<input checked="" type="checkbox"/>	
Fire Rescue	<input checked="" type="checkbox"/>	
RCMP	<input checked="" type="checkbox"/>	
Building Approvals	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
Finance	<input checked="" type="checkbox"/>	

## Staff Report

### Origin

Firework Productions Ltd. (Raymond Cheung) has applied to the City of Richmond for a Temporary Commercial Use Permit (TCUP) to allow a night market event at 8351 River Road and Duck Island (Lot 87, Section 21 Block 5 North Range 6 West Plan 34592) (herein called the subject site) and associated non-accessory vehicle parking at 8411, 8431 and 8451 West Road (Attachment 1) during the following periods:

- April 26 - October 20, 2024
- April 25 – October 19, 2025
- April 24 – October 18, 2026
- The hours of operation for each season shall be:
  - Fridays: 6:00 p.m. to 12:00 a.m.
  - Saturdays: 6:00 p.m. to 12:00 a.m.
  - Sundays: 6:00 p.m. to 11:00 p.m.
  - Long weekend Sundays: 6:00 p.m. to 12:00 a.m.
  - Long weekend Mondays: 7:00 p.m. to 11:00 p.m.

### Background

In 2017, Council issued a TCUP (TU 17-764698) for the Richmond Night Market valid for three years (2017, 2018 and 2019 summer seasons). The TCUP issued for the 2021-2023 seasons (TU 20-905119) was a renewal of the TCUP issued in 2017, and expired on October 15, 2023.

In accordance with the *Local Government Act*, an application for a new TCUP has been applied for to allow the night market event in 2024, 2025 and 2026, for the summer season only.

### Findings of Fact

A Development Application Data Sheet providing details about the night market event is provided in Attachment 2.

The subject site is also subject to an active rezoning application (RZ 20-915237) for a comprehensive multi-phased high-density commercial redevelopment. This rezoning application is currently under staff review and will be presented to Council for consideration at a later date.

The applicant and event organizer for the TCUP application has obtained authorization from the property owners to apply for and operate a night market event and associated non-accessory vehicle parking. If, as a result of the processing of this rezoning application, any works or modifications to the subject site occur that impact the proposed event, staff will review to determine impacts to any issued TCUP and will advise Council of any revisions and necessary approvals.

## Surrounding Development

The subject site is located in the Bridgeport Village Sub Area in the City Centre Area Plan (CCAP). The site is generally vacant with the exception of servicing and infrastructure to support the night market event. The Canada Line airport connector guideway bisects the site near the vehicle entrance at No. 3 Road and River Road. Development immediately surrounding the subject site is as follows:

To the North: Fraser River.

To the South: “Light Industrial (IL)” on the south side of River Road. A newly constructed high-density commercial project, zoned “High Rise Commercial – City Centre (ZC33)”, containing office uses and a hotel, is located on a property on the south side of River Road and to the west of West Road.

To the East: Fraser River/foreshore area and River Rock Casino and Resort zoned “Casino Hotel Commercial (ZC17)”.

To the West: Property owned by the Port of Vancouver and the Airport Connector Bridge.

## Local Government Act

The *Local Government Act* states that TUPs are valid for a period of up to three years from the date of issuance. This TUP application applies for temporary uses to allow for a summer event to be held generally between the months of April to October 2024, 2025 and 2026.

The *Local Government Act* includes provisions to allow for one extension to the permit for up to three additional years. Only one extension is permitted, after which a new application is required. TUP extensions are made through an application, which requires Council approval. The *Local Government Act* allows Council to consider each TUP issuance on its own merits and does not limit the number of TUP issuances allowed on a site.

## Related Policies & Studies

### Official Community Plan and City Centre Area Plan

The Official Community Plan (OCP) land use designation for the subject site is “Commercial” and “Park”. The OCP also contains a policy identifying that Council may consider temporary use permits in areas designated Industrial, Mixed Employment, Commercial, Neighbourhood Shopping Centre, Mixed-Use, Limited Mixed-Use and Agriculture (outside of the ALR) where deemed appropriate by Council. The proposed application complies with the provisions of the OCP.

The City Centre Area Plan (CCAP) and Bridgeport Village Land Use Map designations for the subject site are “Urban Centre – T5” and “Park”. The proposed TCUP being temporary in nature does not impact the ability for the site to be redeveloped to its full potential in accordance with the CCAP.

### Flood Plain Designation and Protection Bylaw 8204

All buildings and structures on the subject site must be temporary and cannot be utilized year round. If these criteria are met, temporary buildings and structures are not required to comply with the minimum FCL of 4.35 m. The proposed temporary use meets the requirements of Richmond Flood Plain Designation and Protection Bylaw 8204.

### **Public Consultation**

The event organizer conducted consultation with businesses and residences in the surrounding area to request feedback on the TCUP application for the proposed night market event on the subject site, which included information about the proposed dates and times. The consultation summary materials, which includes a letter to the neighbourhood and a summary consultation table provided by the applicant, are contained in Attachment 3. No comments or concerns were identified as part of the event organizer's consultation.

In addition to the consultation summary noted above, a Temporary Commercial Use Permit application sign has been installed on the subject property to notify the area of the TCUP application. Staff have not received any comments from the public about the TCUP application in response to the notification signage on the subject property.

During event operations, the event organizer is required to post signage at the main entrance to the event site that provides direct contact information (phone number and email) for any public comments or complaints to be made to the organizer for review and follow-up.

Should the Planning Committee and Council endorse this application, the TCUP application will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment. In accordance with the previous public hearing notification area undertaken for the night market event at this site, staff recommend a notification area bounded by Bridgeport Road to the south, Great Canadian Way to the East and Fraser River to the West and North (Attachment 4).

### **Analysis**

#### General Event Description

The proposal for the night market event over the next three years is similar compared to previous operations on the subject site, with the exception that for the 2024-2026 operating season, the event organizer has proposed to extend the operating hours on Sundays by one additional hour and two additional hours on long weekend Sundays. The event will consist of an outdoor market of food and commercial retail vendors in conjunction with accessory entertainment/activities and services in support of the event (Attachment 5 – Night Market Event Site Plan). The following are some key highlights of the night market event:

- Up to 150 commercial/retail vendors and 130 food vendors.
- Supporting services (washroom, first aid, security, garbage and recycling).
- Accessory on-site entertainment and activities.

- Provision of 1,480 dedicated off-street parking stalls on the subject site for event attendees. An additional 200 parking stalls will be provided for vendor and employee parking on West Road (8411, 8431 and 8451 West Road).

### Parking and Traffic Management

Staff have reviewed the TCUP application for the night market event. The following is a summary of parking and traffic management provisions:

- 1,480 dedicated parking stalls available on the subject site for event attendees (note: parking stalls must be free).
- 200 dedicated parking stalls secured on properties located on West Road (8411, 8431 and 8451 West Road) for vendor and employee parking. A requirement in the TCUP terms and conditions will be for the event organizer to confirm their lease agreement annually prior to the start of each night market event season or a suitable contingency plan approved by Transportation staff. In the event this arrangement for vendor parking is no longer in place, a suitable contingency plan will need to be developed by the applicant to the satisfaction of Transportation staff.
- Submission and approval of a Traffic Management Plan (TMP) and implementation of the TMP by a professional traffic control company. The applicant is responsible for the cost of developing the TMP and implementing the plan by a professional traffic control company. Any future TMPs will need to consider and account for activities related to the active rezoning application (RZ 20-915237), to the satisfaction of the City.

The event site is well serviced by transit (Canada Line – Bridgeport Station), which will provide an alternative means for event attendees to commute to and from the site through transit and help reduce vehicle traffic volumes to the surrounding road network. The existing TMP directs traffic to and from the event site from No. 3 Road to facilitate efficient vehicle traffic circulation while maintaining vehicle access to businesses in the surrounding area.

Throughout the night market season, Transportation staff attend the night market event to oversee the overall traffic and the TMP and address any issues that arise. Staffing by Transportation staff is not required every event day, but is necessary during the start of the event at the beginning of the season and during the event's busiest time of the season (typically during the summer months). When Transportation attends the event, a maximum of four (4) hours of coverage will apply that enables staff to ensure that the TMP and supporting traffic control services are in place and to monitor traffic flow to and from the event during peak periods of the evening. The applicant is required to pay for Transportation staff costs associated with the monitoring of the events at the applicable hourly rates. The bond amount required as part of this TCUP includes the estimated Transportation costs (see Financial Impact section).

## RCMP

A minimum of two dedicated RCMP officers are required during the proposed hours of operation at the night market event to: ensure community safety; provide for a highly visible police presence; provide quick responses in the event of an emergency; oversee event safety and security for event attendees and vendors; to monitor operation of the TMP; and to monitor vehicle traffic to and from the event site. RCMP members assigned to this event will be in addition to the existing RCMP deployment in Richmond.

The applicant is required to pay for all RCMP staff costs associated with the monitoring of the events at the applicable hourly rates. The bond amount required as part of this TCUP includes the estimated RCMP costs (see Financial Impact section).

## Community Bylaws

Dedicated Community Bylaws (Parking Enforcement) staff are required at the night market event for the purposes of monitoring and enforcing on-street parking and related City roadway regulations around the night market event site. Community Bylaws has confirmed that staffing for the event will be to provide a maximum of six (6) hours of patrol per event day by Community Bylaws in accordance with the terms and conditions of the TCUP. The applicant is required to pay for all Community Bylaw staff costs associated with the events at the applicable hourly rates. The bond amount required as part of this TCUP includes the estimated Community Bylaws costs (see Financial Impact section).

## Event Noise Management

The proposed noise management for the night market event season 2024-2026 is consistent with previous years. To manage noise generated from the night market event and related impacts to the surrounding area, a noise impact assessment will be required to be undertaken by the event organizer to complete the following:

- Required to be completed by a professional acoustical consultant.
- Determine the existing level of noise (i.e., the baseline noise) at the proposed development/event site.
- Predict the level of impact that the new proposal/event will have on this existing noise climate to ensure compliance with the City's Noise Regulation Bylaw 8856.
- Make recommendations about sound equipment, site layout and event operations that would help manage and mitigate noise impacts from the event.
- The City's current regulations contained in Noise Regulation Bylaw 8856 shall be referenced in the noise impact assessment for compliance with provisions of the bylaw.
- The noise impact assessment is required to be completed and approved by City staff in advance of the operation of the night market event and prior to the issuance of a Business License to the event organizer.

Ongoing monitoring through sound measurements during each night market season is also required, at times and locations to be determined and approved by City staff, to ensure that noise is being effectively managed in compliance with the noise bylaw. The community noise impact assessment, including ongoing monitoring, will be done at the sole cost of the event organizer.

If noise concerns persist through receipt of public complaints or ongoing monitoring of noise during the season, the City has the ability to undertake the following actions if needed to address noise-related issues:

- Require the event organizer to adjust event operations and equipment to address noise concerns.
- If noise issues remain or no action is taken by the event organizer, enforcement action in the form of ticketing can be undertaken by the City.
- Suspension or revocation of the event organizer's Business License or cancelling the TCUP, by Council, to compel closure of the event are also available options to Council in the event that noise concerns are not sufficiently addressed.

### Richmond Fire Rescue

The proposed site plan for the night market event is based on the existing configuration and maintains existing emergency access provisions. A Fire Safety Plan and Pre-Incident Fire Plan, in accordance with Fire Protection and Life Safety Bylaw 8306, for this event is required to be submitted to Richmond Fire Rescue staff for review and approval on an annual basis and prior to each annual event season and in conjunction with any applicable building permits required for the event. The requirement for and approval of the Fire Safety Plan and Pre-Incident Fire Plan, by Richmond Fire Rescue is incorporated into the terms and conditions of this TCUP. The event organizer and each food vendor operating on the event site is required to comply with the Richmond Fire Rescue General Fire Safety Requirements for Food Vendor Including Mobile Food Trucks, which is contained as an attached schedule (Schedule E) in the proposed TCUP.

### Building Approvals

For the proposed night market event, any buildings/structures (including temporary tents) or changes to existing on-site servicing (i.e., plumbing system for the food court) will require the submission of the necessary building and site servicing (plumbing) permits, including any necessary supporting consultancy reports, to ensure compliance with all applicable regulations. Issuance of all building permits is required prior to event opening and is identified in the proposed TCUP terms and conditions.

### Business Licensing

All commercial retail and food vendor booths operating at this event on the subject site are required to obtain a Business License. The event organizer is also required to obtain a Business License from the City in order to operate. A requirement for all vendors and the event organizer to obtain Business Licenses is identified in the proposed TCUP terms and conditions.



### Vancouver Coastal Health

All vendors involved in the handling of food and beverage products at the night market event are required to obtain permits from Vancouver Coastal Health (VCH) to ensure compliance with food safety, sanitation and food handling requirements.

VCH has an existing application and inspection process for food vendor permits to ensure compliance with their requirements. VCH permits must be approved and food vendors inspected to the satisfaction of VCH staff prior to the opening of the food court or of individual food vendor stalls. VCH requirements for food vendor permits and inspections are identified in the TCUP terms and conditions.

Should additional public health and safety regulations in response to the COVID-19 pandemic be required or changed by Vancouver Coastal Health or the Public Health Official (PHO) through public health order or regulation, each vendor (commercial and/or food), including the overall night market event operations, will be required to fully comply. These provisions are included in the TCUP terms and conditions.

### **Financial Impact**

#### Cost Recovery – City and RCMP Expenses

A cost recovery model approach is taken for City and RCMP expenses incurred as a result of providing the necessary RCMP, Community Bylaws and Transportation staffing levels for the proposed event. All City costs related to RCMP, Community Bylaws and Transportation are required to be paid by the event organizer in accordance with the terms and conditions of the TCUP. A general overview of the RCMP and City costs of providing the necessary staffing and services/works to support the night market event is summarized as follows:

- Two (2) RCMP officers assigned to the night market event during the hours of operation for each night market event operation day at the applicable hourly rate.
- If necessary, coverage for the RCMP commercial crimes unit to address any concerns or complaints about the retailing of counterfeit/intellectual property-protected items at the night market event. The event organizer has a strategy in place to prevent the retailing of any counterfeit/ intellectual property-protected items, including monitoring of vendors by event staff and potential expulsion of non-compliant vendors from the event. If the event organizer prohibits this type of activity from the event and can effectively manage vendor compliance; then costs for staff time from the RCMP commercial crime unit are anticipated to be minimal.
- Community Bylaws – six (6) hours maximum of dedicated patrol by Community Bylaw officers on each event day of operation.
- Attendance by City Transportation staff throughout the season to oversee and monitor implementation of the TMP and general event operations related to traffic (four (4) hours maximum per event day of operation).
- Production, posting and takedown of event traffic directional signage by City staff.

### Operational Bond Requirements – 2024 – 2026

Based on the details of the night market event proposed in this TCUP application for 2024, 2025 and 2026, the estimated City and RCMP costs for each year is approximately \$250,000.

The following approach to bonding is proposed to ensure that all City and RCMP costs are paid for by the event organizer and that greater financial certainty is provided to the event organizer on the amount and timing of the required payments to the City.

The approach to bonding is to secure the full bonding amount from the event organizer prior to the beginning of the season in each year of operation.

The \$250,000 per year bonding cost identified is an estimate of the total City and RCMP costs anticipated during the 2024 - 2026 seasons. Based on this, the proposed bond amount and required submission dates are as follows:

- 2024 - \$250,000 due on April 11, 2024
- 2025 - \$250,000 due on April 10, 2025
- 2026 - \$250,000 due on April 9, 2026

### Provisions in the TCUP for Amounts Owning or Credits

Provisions are built into the TCUP to ensure that any outstanding bonding amounts or monies owing are addressed and paid by the event organizer by the dates and amounts specified in the permit to ensure validity of the permit over the three-year term. Any remaining monies left over from the original bond amount after all City and RCMP costs have been invoiced and paid for will be returned to the event organizer.

### Invoicing & Billing

City staff will provide monthly invoices to the event organizer throughout the 2024, 2025 and 2026 night market seasons that provide an overview of the costs and deposit usage and the requirements associated with providing the required City and policing services. Invoices are due upon receipt.

### **Conclusion**

The purpose of this TCUP application is to allow a night market event to occur at 8351 River Road and Duck Island (Lot 87 Section 21 Block 5 North Range 6 West Plan 34592) and associated non-accessory vehicle parking at 8411, 8431 and 8451 West Road in 2024, 2025 and 2026 during the dates and times identified in this report and subject to fulfillment of the TCUP terms and conditions.

The proposed use of the subject site as a night market event has addressed all issues related to community safety, minimizing impacts to the surrounding area and businesses, and managing traffic to and from the event site.

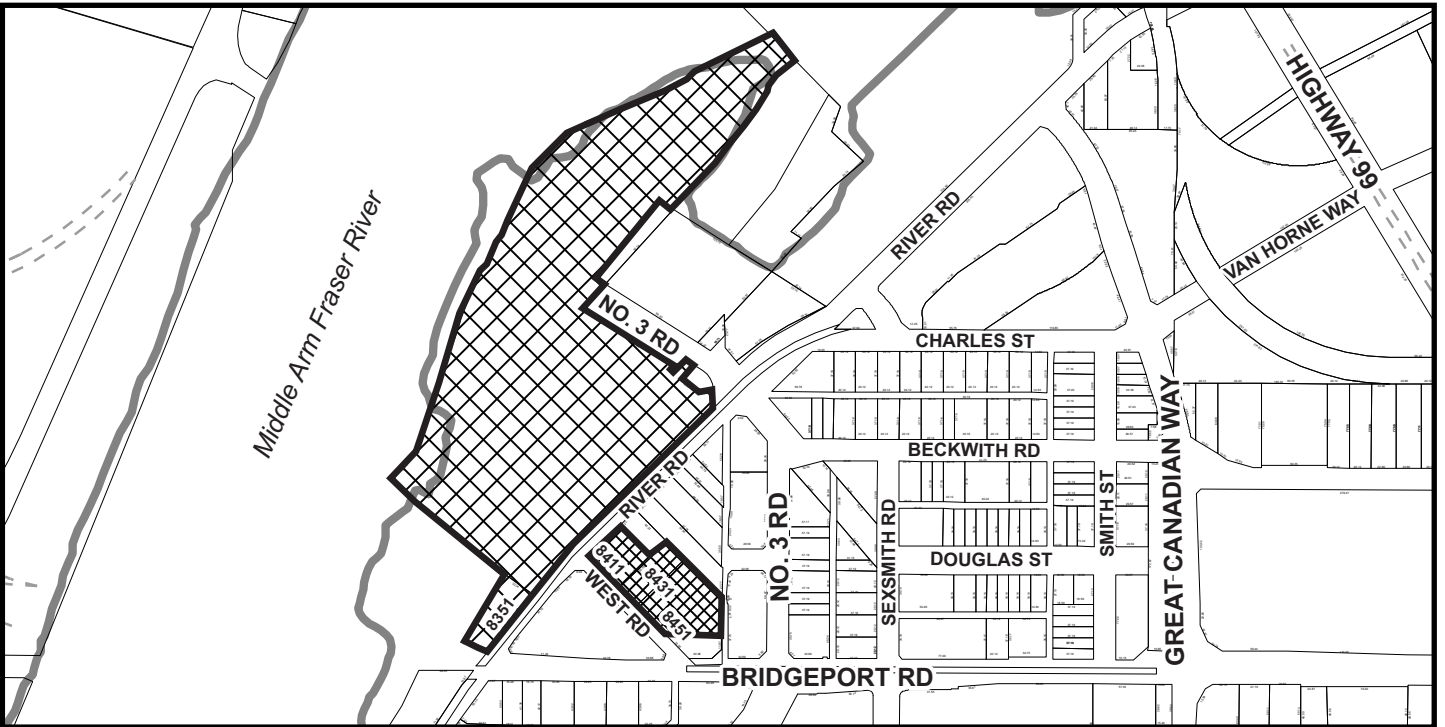
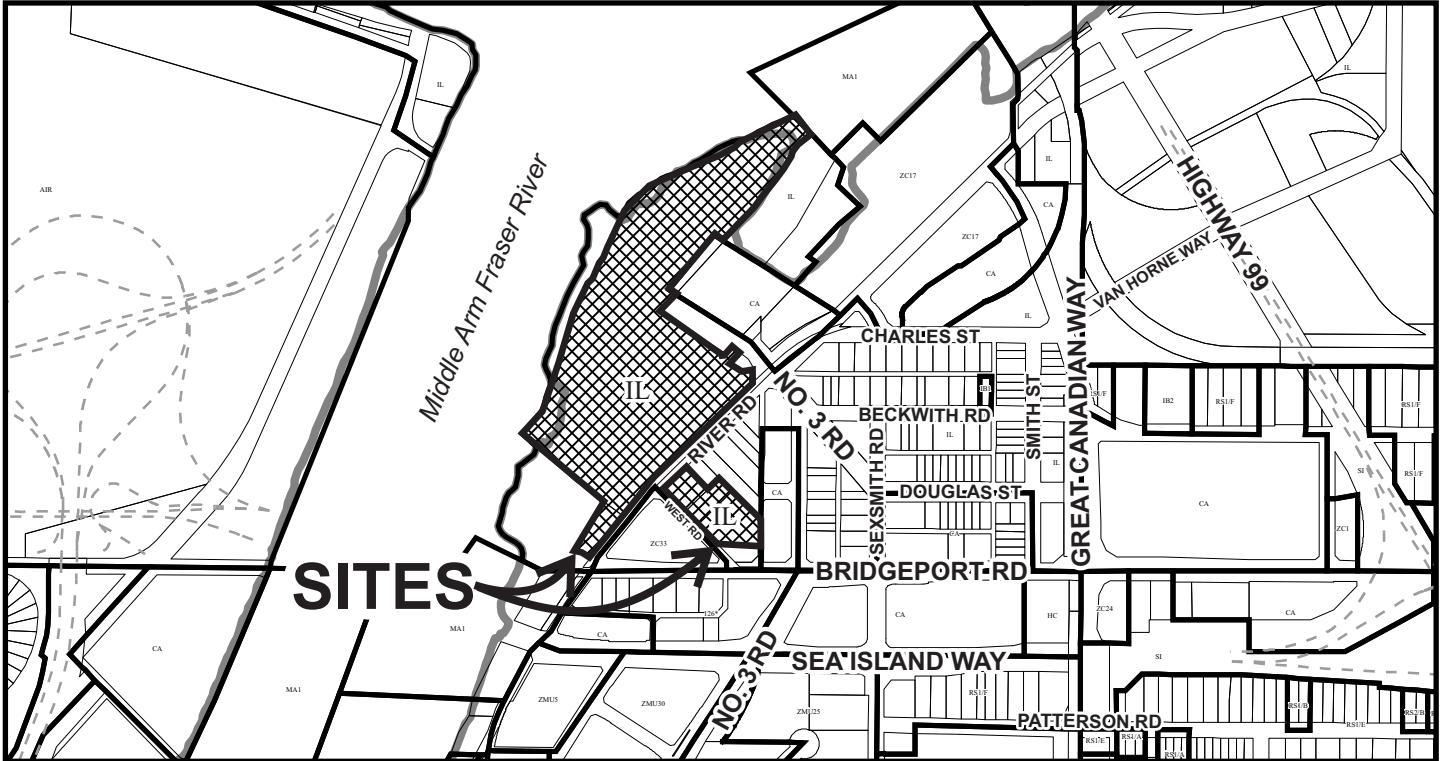
It is recommended that the attached Temporary Commercial Use Permit be issued to Firework Productions Ltd. to allow a night market event at 8351 River Road and Duck Island (Lot 87, Section 21 Block 5 North Range 6 West Plan 34592) and associated non-accessory vehicle parking at 8411, 8431 and 8451 West Road.



Laurel Eyton  
Planning Technician  
(604-276-4262)

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- Att. 1: Location Map  
2: Development Application Data Sheet  
3: Summary of Neighbour Consultation by Applicant  
4: Public Hearing Notification Map  
5: Site Plan



TU 23-033092

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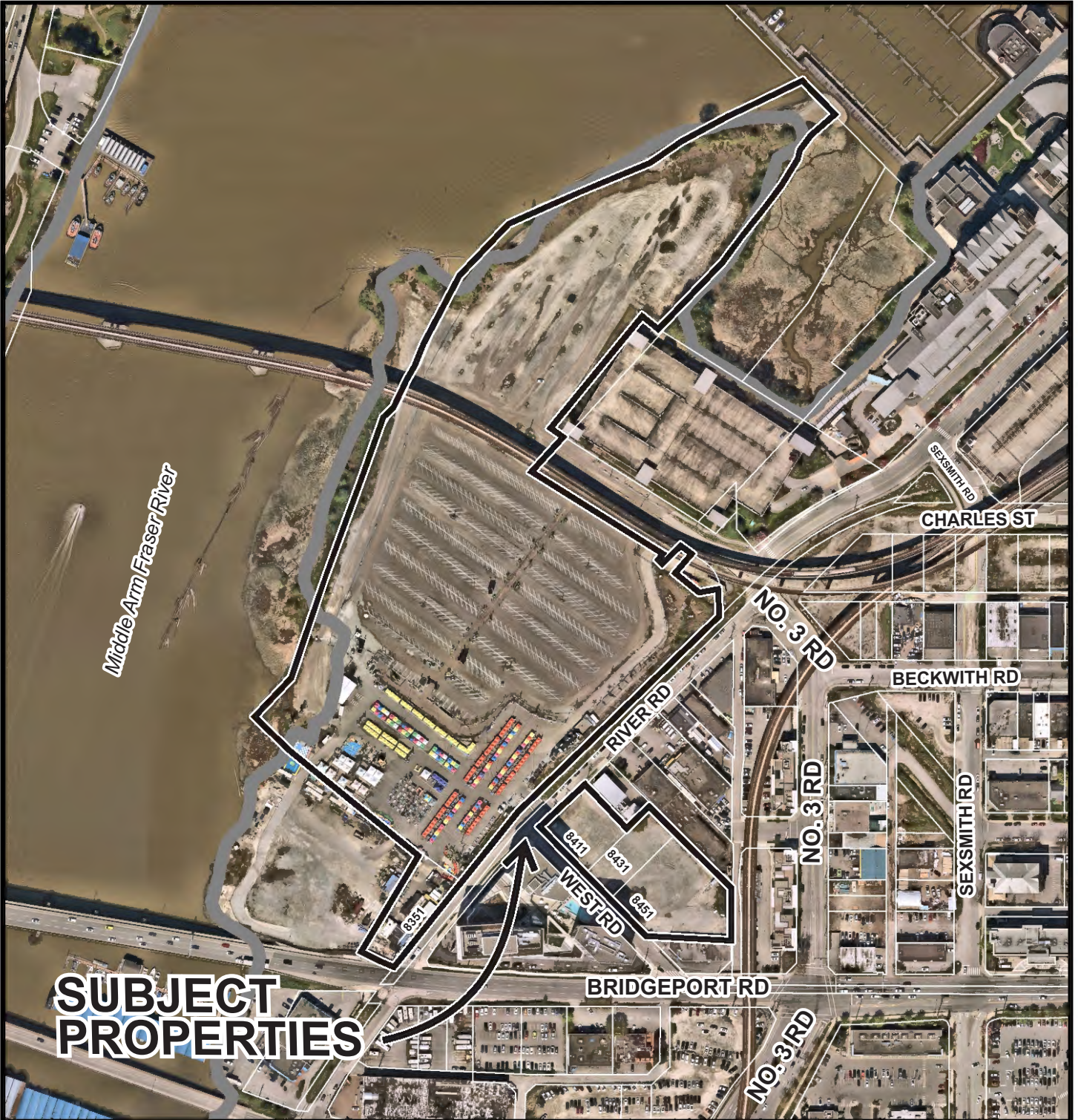
Original Date: 12/12/23

Revision Date: 01/23/24

Note: Dimensions are in METRES



City of  
Richmond



TU 23-033092

PH - 17

Original Date: 12/12/23

Revision Date: 01/23/24

Note: Dimensions are in METRES



**TU 23-033092**

**Attachment 2**

Address: 8351 River Road, Duck Island; and 8411, 8431 and 8451 West Road

Applicant: Firework Productions Ltd.

	<b>Existing</b>	<b>Proposed</b>
<b>Owners:</b>	Sanhurgon Investment Ltd., Inc. No. BC908774; and 0916544 B.C. Ltd.	No change
<b>Site Size (m<sup>2</sup>):</b>	78,424 m <sup>2</sup>	No change
<b>Land Uses:</b>	<ul style="list-style-type: none"> <li>• Site primarily vacant outside of night market season dates</li> <li>• Existing Canada Line guide way</li> </ul>	Market event area and supporting services, infrastructure and off-street parking area
<b>OCP Designation:</b>	Commercial and Park	No change
<b>Zoning:</b>	Light Industrial (IL)	No change

<b>Year</b>	<b>Opening/Closing Dates</b>	<b>Days of Operation</b>	<b>Hours of Operation</b>
2024	April 26 to October 20, 2024 Maximum of 84 total event days	Fri, Sat, Sun and Stat. Holidays* (*Including May 20, July 1, August 5, September 2, September 30 and October 14)	6 p.m. to 12 a.m. on Fri/Sat/Sun. before stat. holiday 7 p.m. to 11 p.m. on Sun. and stat. holiday
2025	April 25 to October 19, 2025 Maximum of 83 total event days	Fri, Sat, Sun and Stat. Holidays* (*Including May 19, June 30, August 4, September 1 and October 13)	6 p.m. to 12 a.m. on Fri/Sat/Sun. before stat. holiday 7 p.m. to 11 p.m. on Sun. and stat. holiday
2026	April 24 to October 18, 2026 Maximum of 82 total event days	Fri, Sat, Sun and Stat. Holidays* (*Including May 18, August 3, September 7 and October 12)	6 p.m. to 12 a.m. on Fri/Sat/Sun. before stat. holiday 7 p.m. to 11 p.m. on Sun. and stat. holiday

## **Richmond Night Market Neighbor Letter**

Dear Neighbors,

Richmond Night Market is the biggest night market in North America. For more than 20 years, Richmond Night Market has been the Lower Mainland's Summer Fun destination. Our event has grown from a popular local event to a destination attraction with your continuous support and help, drawing visitors from across Canada, the U.S. and beyond.

We are now preparing to submit for the TCUP Permit Application Renewal for Richmond Night Market 2024, 2025, and 2026. The TCUP is to obtain the land use approval for the seasonal night market event. Our application is processing now so that the necessary land use approval and operational parameters safely are in place. Our event will ensure to follow all Provincial public health and safety regulations and Provincial Health Officer orders.

We propose to operate from end of April to October in 2024, 2025 and 2026. Hours of operation are as follows:

### **Regular weekend:**

Fridays: 7pm to 12am  
Saturdays: 6pm-12am  
Sundays: 6pm -11pm

### **Long weekend:**

Fridays 7pm to 12am  
Saturdays & Sundays: 6pm-12am  
Mondays: 7pm-11pm

Note: The operation hours for the Richmond Night Market will be extended one hour to start at 6pm on Saturdays and Sundays.

To ensure our event runs smoothly and safely, there will be a management plan in place, especially in traffic, parking, garbage, noise, and security.

### **Traffic**

We will be using the same professional traffic control company in the past years to manage and control the visitor's flow and traffic flow during the event operation hour.

### **Parking**

We will be providing enough capacity for parking stalls for patrons and vendors. To ensure the convenience of the business owners, employees, visitors, and residents who work and live in the area, we will provide special parking pass to access to and from their properties and businesses in the area.

### Garbage

There are garbage bins installed around the neighborhood area surrounding the event site. We will also be hiring staff to monitor and clean up the garbage during and after event operation hours.

### Stage Performance

The operation hours of performance are 7:00 pm to 11:00 pm during the event night. Our stage manager will do the soundcheck to ensure the audio volume within the level of sound bylaw. We will also have the digital sound level meters for noise testing and monitoring during the event night.

Management will directly respond to any noise-related concerns from the public.

### Security

We will be hiring a professional security company to ensure the market and event site's safety and security. There will also be RCMP on-site to provide community safety.

Our TCUP application has been submitted for review by the City of Richmond. If you have any concerns or comments regarding this letter, please contact us at 604-244-8448 or email to [admin@richmondnightmarket.com](mailto:admin@richmondnightmarket.com) before December 1st, 2023.

Once again, we appreciate your continuous support for our event.

Best regards,

Raymond Cheung

Event Organizer

Firework Productions Ltd.

Unit 3083-8700 McKim Way

Richmond BC V6X 4A5

Tel: 604-244-8448





## Richmond Night Market 2024 Neighbourhood Consultation

	Street Name	#/Building	Contact Person	Phone No.	Comments	Issues	No Issues	Delivery Date	2nd Delivery Date
1	No. 3 Rd	208-2811	Manager	604-249-0082	No comments/ Letter dropped off		✓	Nov.20.2023	
2	No. 3 Rd	125-2811	Manager	778-869-3968	No comments/ Letter dropped off		✓	Nov.20.2023	
3	No. 3 Rd	135-2811	Unavailable		Not open, Neighbour Letter Left			Nov.20.2023	Jan.23/24
4	No. 3 Rd	120-2811	Unavailable		Not open, Neighbour Letter Left			Nov.20.2023	Jan.23/24
5	No. 3 Rd	115-2811	Unavailable		Not open, Neighbour Letter Left			Nov.20.2023	Jan.23/24
6	No. 3 Rd	110-2811	Unavailable		Not open, Neighbour Letter Left			Nov.20.2023	Jan.23/24
7	No. 3 Rd	2651	Manager	604-276-8293	No comments/ Letter dropped off		✓	Nov.20.2023	
8	No. 3 Rd	4-2651	David	604-270-7123	No comments/ Letter dropped off		✓	Nov.20.2023	
9	No. 3 Rd	A-2651	Maryland	604-278-5332	No comments/ Letter dropped off		✓	Nov.20.2023	
10	No. 3 Rd	2700	Staff	604-273-2766	No comments/ Letter dropped off		✓		Jan.23/24
11	No. 3 Rd	2780	Manager	N/A	No comments/ Letter dropped off		✓	Jan.23/24	
12	No. 3 Rd	2800	Staff	778-297-6398	No comments/ Letter dropped off		✓	Jan.23/24	
13	No. 3 Rd	2820	Staff	604-278-1701	No comments/ Letter dropped off		✓	Jan.23/24	
14	No. 3 Rd	2840	Staff	604-278-1018	No comments/ Letter dropped off		✓	Jan.23/24	
15	No. 3 Rd	1-2899	Staff	604-285-2899	No comments/ Letter dropped off		✓	Jan.23/24	
16	No. 3 Rd	2-2899	Staff	778-682-3253	No comments/ Letter dropped off		✓	Jan.23/24	
17	River Rd	8580	Cody	604-241-2848	No comments/ Letter dropped off		✓	Nov.20.2023	
18	River Rd	8560	Nancy		No comments/ Letter dropped off		✓	Nov.20.2023	
19	River Rd	8540			No one there, moving			Nov.20.2023	

## Richmond Night Market 2024 Neighbourhood Consultation

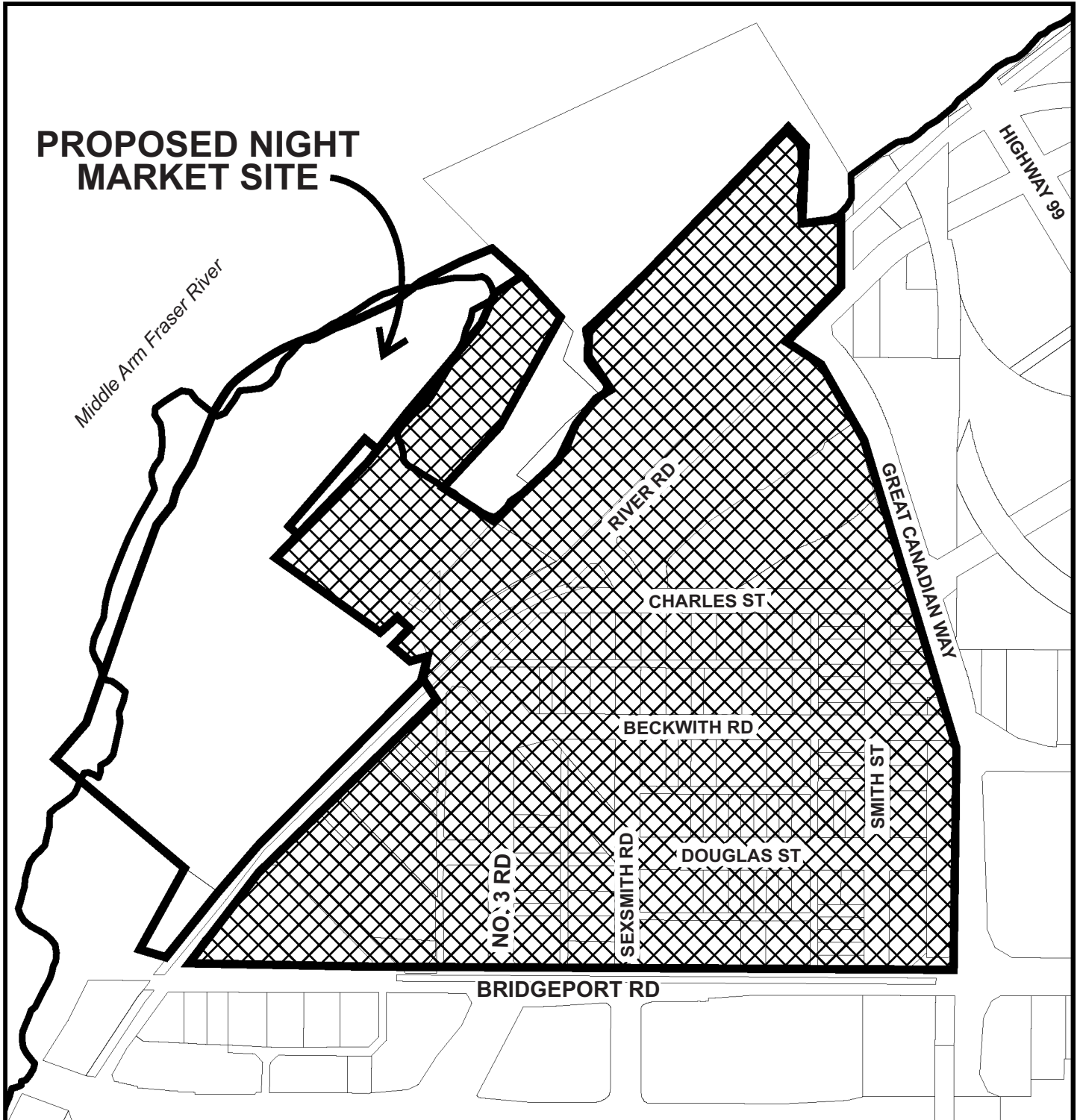
	Street Name	#/Building	Contact Person	Phone No.	Comments	Issues	No Issues	Delivery Date	2nd Delivery Date
20	River Rd	8520	Patrick	604-273-2826	No comments		✓	Nov.20.2023	
21	River Rd	8500	Unavailable		Not open, Neighbour Letter Left			Nov.20.2023	
22	River Rd	8480	Unavailable		Not open, Neighbour Letter Left			Nov.20.2023	
23	West Road	8400	Staff	778-881-5076	No comments		✓		Jan.23/24
24	Bridgeport Rd	8477	Staff	778-881-5076	No comments		✓		Jan.23/24
25	Beckwith Rd	150-8711	Unavailable		Not open, Neighbour Letter Left			Nov.20.2023	Jan.23/24
26	Beckwith Rd	180-8711	Unavailable		Letter Dropped Off				Jan.23/24
27	Beckwith Rd	230-8711	Unavailable		Letter Dropped Off				Jan.23/24
28	Beckwith Rd	8737	Gary		No comments		✓	Nov.20.2023	
29	Beckwith Rd	8791	Jeff & Lucas	236-808-2568	Need "NoParking Sign", others are good Just need "No Parking Sign" and "Local Parking Sign", others are good		✓	Nov.20.2023	
30	Beckwith Rd	8833	Arane				✓	Nov.20.2023	
31	Beckwith Rd	120-8851	Francis	604-278-5512	Need "NoParking Sign", others are good			Nov.20.2023	
32	Beckwith Rd	140-8851	Unavailable		Not open, Neighbour Letter Left			Nov.20.2023	
33	Beckwith Rd	120-220-8911	Jimmy	778-829-2809	No comments		✓	Nov.20.2023	
34	Beckwith Rd	8931	Yoshi	604-278-4289	Need "NoParking Sign", others are good		✓	Nov.20.2023	
35	Beckwith Rd	8971	Raymond		No comments		✓	Nov.20.2023	
36	Beckwith Rd	120-220 8960	Christina	604-657-2250	No comments		✓	Nov.20.2023	
37	Beckwith Rd	200-8888	Warren	604-273-4904	No Issue			Nov.20.2023	Jan.23/24
38	Beckwith Rd	8811	Unavailable		Letter Dropped Off				Jan.23/24

## Richmond Night Market 2024 Neighbourhood Consultation

	Street Name	#/Building	Contact Person	Phone No.	Comments	Issues	No Issues	Delivery Date	2nd Delivery Date
38	Beckwith Rd	8820	Unavailable		Letter Dropped Off				Jan.23/24
39	Beckwith Rd	110-8860	Unavailable		Moving Away			Nov.20.2023	
40	Beckwith Rd	210-8860	Unavailable		Moving Away			Nov.20.2023	
41	Beckwith Rd	100-8840	Unavailable		No one here, Neighbour Letter Left			Nov.20.2023	
42	Beckwith Rd	120-8740	Unavailable		No one here, Neighbour Letter Left			Nov.20.2023	
43	Smith St	2651	Unavailable		Letter Dropped Off				Jan.23/24
44	Smith St	2671	Unavailable		No one home, Neighbour Letter Left			Nov.20.2023	Jan.23/24
45	Smith St	2611	Hermin		No one home, Neighbour Letter Left			Nov.20.2023	Jan.23/24
46	Smith St	2571	Jennifer		Owner not here, Neighbour Letter Left			Nov.20.2023	
47	Smith St	2711	Unavailable		No one home, Neighbour Letter Left			Nov.20.2023	Jan.23/24
48	Smith St	2691	Unavailable		No one lives here			Nov.20.2023	
49	Smith St	2720	Unavailable		Letter Dropped Off				Jan.23/24
50	Smith St	2731	Unavailable		No one home, Neighbour Letter Left			Nov.20.2023	
51	Smith St	2751	Ryan	604-270-9608	No comments		✓	Nov.20.2023	
52	Smith St	2800	Dharm	604-278-1936	No comments		✓	Nov.20.2023	
53	Smith St	101-2800			Not open, Neighbour Letter Left			Nov.20.2023	
54	Smith St	9-2900	Alex	604-270-7740	Just need "No Parking Sign" and "Local Parking Sign", others are good			Nov.20.2023	Jan.23/24
55	Smith St	8-2900	Unavailable		Not open, Neighbour Letter Left			Nov.20.2023	
56	Smith St	6-2900	Unavailable		Not open, Neighbour Letter Left			Nov.20.2023	

## Richmond Night Market 2024 Neighbourhood Consultation

	Street Name	#/Building	Contact Person	Phone No.	Comments	Issues	No Issues	Delivery Date	2nd Delivery Date
57	Smith St	5-2900	Angela		No comments		✓	Nov.20.2023	
58	Smith St	4-2900	Unavailable		Not open, Neighbour Letter Left			Nov.20.2023	
59	Smith St	3-2900	Unavailable		Not open, Neighbour Letter Left			Nov.20.2023	
60	Douglas St	120-8771	Unavailable		Not open, Neighbour Letter Left				Jan.23/24
61	Douglas St	8991	Unavailable		Not open, Neighbour Letter Left				Jan.23/24
62	Douglas St	8995	Unavailable		Not open, Neighbour Letter Left				Jan.23/24
63	Douglas St	8811	Unavailable		No one home, Neighbour Letter Left				Jan.23/24
64	Douglas St	8940	Unavailable		No one home, Neighbour Letter Left				Jan.23/24
65	Douglas St	9000	Unavailable		Not open, Neighbour Letter Left			Nov.20.2023	
66	Douglas St	9011	Unavailable		No one home, Neighbour Letter Left			Nov.20.2023	Jan.23/24
67	Sexsmith Rd	2800	Staff	604-697-8679	No comments		✓	Nov.20.2023	
68	Sexsmith Rd	2840	Susie (daysinn)	604-207-8000	No comments				Jan.23/24
69	Sexsmith Rd	2851	Raymond Chou		No comments				Jan.23/24
70	Sexsmith Rd	2971	Staff	778-297-1777	No comments				Jan.23/24



# Public Hearing Notification Area

PH - 25

PLN - 25

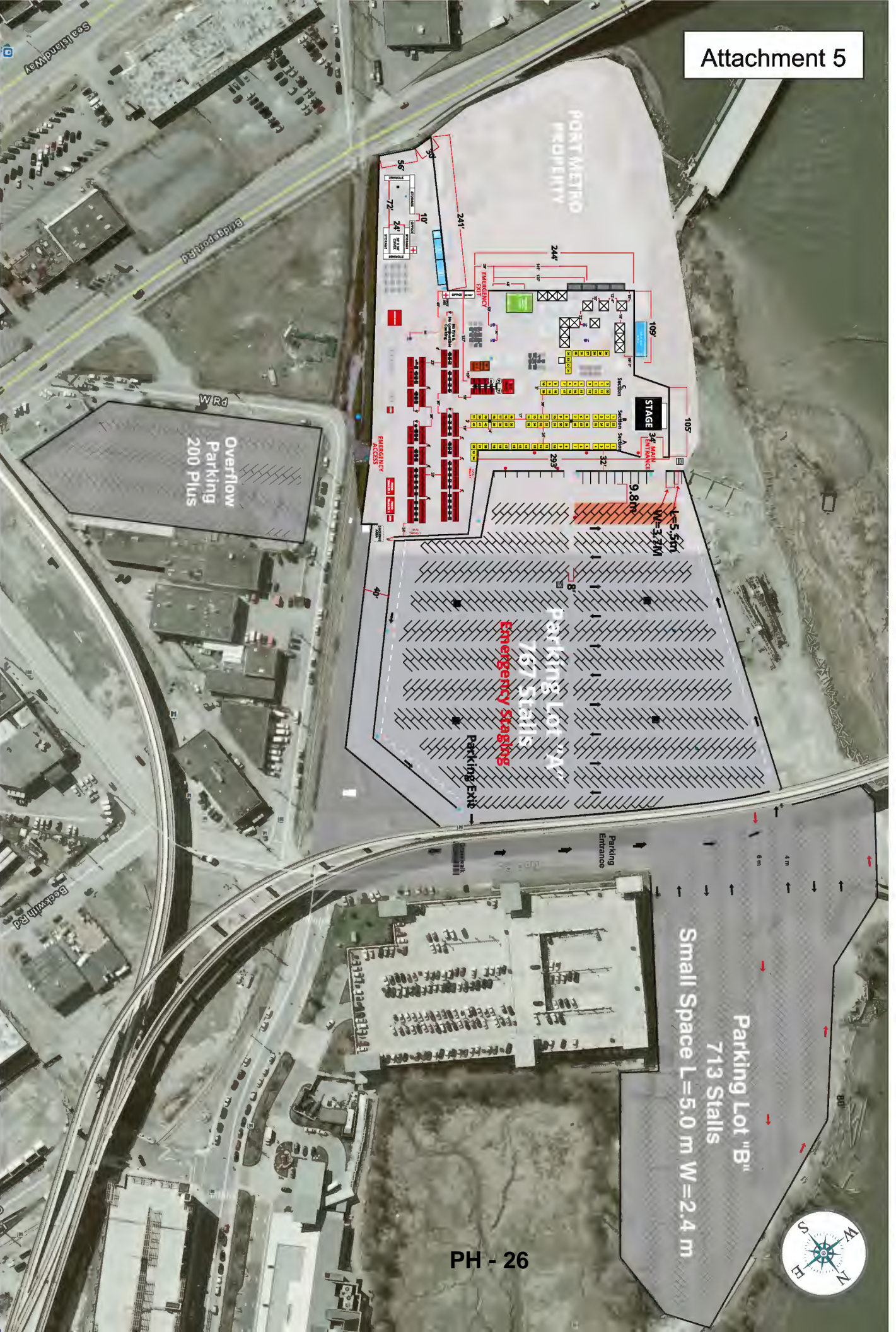
Original Date: 01/29/21

Revision Date:

Note: Dimensions are in METRES

# 2024 RICHMOND NIGHT MARKET OVERALL SITEPLAN

Attachment 5





No. TU 23-033092

To the Holder: Firework Productions Ltd.

Property Address: 8351 River Road, Duck Island (Lot 87 Except Part on Plan 70252, District Lot 478 Group 1 and Section 21 Block 5 North Range 6 West Plan 34592), and 8411, 8431, and 8451 West Road

Address: C/O Mr. Raymond Cheung  
3063 – 8700 McKim Way  
Richmond, BC V6X 4A5

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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 is issued subject to compliance with all the items outlined on the attached Schedule “A” to this permit.
3. Should the Holder fail to adhere and comply with this Temporary Commercial Use Permit, including all the terms and conditions outlined in attached Schedules, the Temporary Commercial Use Permit Shall be void and no longer valid for the subject site.
4. This Temporary Commercial Use Permit applies to and only to those lands shown cross-hatched on the attached Schedule "B" and any and all buildings, structures and other development thereon.
5. The subject property may be used for the following temporary Commercial uses:

A night market event on the following dates:

- Between April 26, 2024 to October 20, 2024 (inclusive) to allow for a maximum of 84 event operation dates (as outlined in the attached Schedule “C” to this permit);
- Between April 25, 2025 to October 19, 2025 (inclusive) for a maximum of 83 event operation dates (as outlined in the attached Schedule “C” to this permit); and
- Between April 24, 2026 to October 18, 2026 (inclusive) for a maximum of 82 event operation dates (as outlined in the attached Schedule “C” to this permit).

The night market event dates and hours of operation shall be in accordance with the attached Schedule “C” to this permit.

The night market event shall be in general accordance with the site plan as outlined in Schedule “D” to this permit and the terms and conditions outlined in Schedule “A”.

6. 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.
7. 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 "A" attached hereto, the security shall be returned to the Holder.

2024 Night Market Event – A cash security (or acceptable letter of credit) in the total amount of \$250,000 must be submitted on or before April 11, 2024 for the purposes of operating a night market event during the dates identified in Schedule “C”:

2025 Night Market Event – A cash security (or acceptable letter of credit) in the total amount of \$250,000 must be submitted on or before April 10, 2025 for the purposes of operating a night market event during the dates identified in Schedule “C”.

2026 Night Market Event – A cash security (or acceptable letter of credit) in the total amount of \$250,000 must be submitted on or before April 9, 2026 for the purposes of operating a night market event during the dates identified in Schedule “C”.

8. Should the Holder fail to provide the cash security by the dates specified in this permit, the Temporary Commercial Use Permit shall be void and no longer valid for the subject site.
9. 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.
10. Monies outstanding and owed by the Holder to the City of Richmond for costs associated with the temporary commercial uses allowed in this permit must be paid in full immediately by the Holder upon receipt of any City invoice.
11. Should the Holder fail to provide any monies outstanding and owed to the City of Richmond, the Temporary Commercial Use Permit shall be void and no longer valid for the subject site.



This Permit is not a Building Permit.

AUTHORIZING RESOLUTION NO.  
DAY OF , .

ISSUED BY THE COUNCIL THE

DELIVERED THIS DAY OF , .

\_\_\_\_\_  
MAYOR

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

## Schedule “A”

In consideration of the City of Richmond issuing a Temporary Commercial Use Permit (TCUP) for the purposes of operating a night market event over a 3 year period from 2024 to 2026 on the subject site, the event organizer (Firework Productions Ltd. c/o Raymond Cheung) acknowledges and agrees to the following terms and conditions:

### Traffic Management Plan (TMP)

- Traffic control and operations during the event is to be in accordance with the Traffic Management Plan (TMP) developed for the night market event and approved by the City’s Transportation Division. The TMP must be developed by a professional Traffic Control Company at the sole cost of the event organizer.
- Operation of the TMP is to be undertaken by a professional Traffic Control Company with the appropriately trained and certified staff. Costs associated with the operations of the TMP is the responsibility of the event organizer.
- The TMP is to be monitored by the City’s Transportation Division in consultation with on-site RCMP and Community Bylaws staff and is subject to revision and changes (i.e., alteration of the plan; additional Traffic Control staff) should the need arise.
- Approval of the TMP, including any necessary revisions, is at the sole discretion of Transportation Division staff.
- Posting of signage and erection of barricades and road markings will be undertaken by City staff, based on the TMP, and is to be at the cost of the event organizer.
- The Event organizer is required to implement a marketing and promotion strategy that encourages event patrons to take public transit to the event.

### Off-Street Parking – Night Market Event

Parking provisions for the night market event are as follows:

- 1,480 parking stalls located on the Duck Island event site. All off-street parking stalls on the event site are required to be free.
- Vendor and employee parking to be accommodated through 200 stalls on properties located on West Road (8411, 8431 and 8451 West Road) and secured via lease by the event organizer for the 2024, 2025 and 2026 events (Note: In the event that the above described off-site parking secured for vendors/employees is no longer in place or available, a suitable contingency plan will need to be developed by the applicant to the satisfaction of Transportation staff).

### City of Richmond and RCMP Staffing

- Payment of any outstanding balance(s) for the prior operating years must be paid prior to the start of the 2024 season.
- A minimum of 2 RCMP members must be in attendance for each day of operation when the night market event is being held, during the hours of operation, for the purposes of providing a police presence and overseeing the TMP and general event operations (Note: Implementation and operation of the TMP is required to be undertaken by a professional traffic control company with appropriately trained and certified staff).
- Maximum of six (6) hours of dedicated patrol by a Community Bylaw Parking Enforcement Officer is required for each day of operation for the night market event.

- Attendance by the City's Transportation Department staff is required to monitor and oversee the operations of the event's TMP (Note: For each event operation day where Transportation staff attend, a maximum of 4 hours staff coverage will apply).
- All costs for RCMP members and City staffing at the applicable hourly rates is the responsibility of the event organizer.

#### Implementation of Works on City Property

- Any works on City property that are required as a result of the night market event must comply with the following requirements:
  - Works include, but are not limited to: the construction of asphalt walkways, temporary pedestrian crosswalks, and a secondary emergency access to the market event area.
  - Works also include any required upgrades and maintenance to existing works.
  - Design for works to be undertaken must be completed by an appropriately qualified professional and approved by the City.
  - The construction of any works that require a City Work Order or other appropriate process must be completed prior to issuance of building permit(s) and/or on-site servicing permit(s) for the night market event.
  - All costs associated with the design, construction, maintenance, and removal (if required) of works is the responsibility of the event organizer.
  - Enter into the appropriate agreements where necessary for the above referenced works prior to issuance of the building permit(s) and/or on-site servicing permit for the night market event.

#### Provincial Health Officer (PHO) – Public Health Orders and Regulations

- The night market event, authorized in accordance with all attached Schedules and terms and conditions for the TCUP is also required to comply with all applicable PHO public health orders, regulations and requirements to ensure public health and safety in relation to gatherings and events.
- Where applicable, the night market event is also required to obtain all necessary reviews and approvals from the applicable health agency (Provincial Health Officers and/or Vancouver Coastal Health – Regional Health authority) or other agency as determined by PHO public health orders and regulations in addition to adhering to and fulfilling all of the terms and conditions of the TCUP.

#### Required Approvals from External Agencies

Review and approval (if necessary) from the following external agencies is required prior to operating a night market event on the subject site:

- Approval from the Provincial Diking Authority for the existing emergency access ramp structure (including any required revisions/maintenance) located over the existing dike statutory right-of-way.
- Ministry of Transportation and Infrastructure (MOTI) review of traffic control provisions identified in the TMP for intersections under MOTI jurisdiction.
- Approval of the night market event site plan by BC Hydro, including any revisions to the plan over the duration of the TCUP.

### Flood Construction Level (FCL) Requirements

- All buildings and structures on the subject site must be temporary and cannot be utilized year round.
- If these criteria are met, temporary buildings and structures are not required to comply with the minimum FCL of 4.35 m.
- Buildings and structures that do not meet these criteria are required to be constructed at a minimum FCL of 4.35 m.

### Required Permits/Licenses from the City of Richmond and Stakeholders

- Building Permits and on-site servicing permits for any buildings, structures, services, service connections, including any changes to on-site servicing infrastructure.
- The event organizer is required obtain building permits for any structures/buildings on the subject site and supporting site services (i.e., plumbing service for the food vendors), including submission and approval of any consultant reports related to the permit application.
- Business Licenses for all commercial and food vendors to operate at the night market event (including the event operator).
- Vancouver Coastal Health (VCH) permits and licenses for the overall food court area and all food and beverage vendors to operate at the night market event, including inspection and approval by VCH staff.

### Noise Management and Noise Impact Assessment Requirements

A noise impact assessment is required to be completed, submitted and approved by the City prior to issuance of a Business License to the event organizer and in advance of the operation of the night market event. The noise impact assessment is required to be completed at the sole cost of the event organizer, in accordance with the following provisions:

- Required to be completed by a professional acoustical consultant.
- Determine the existing level of noise (i.e. the baseline noise) at the proposed development/event site.
- Predict the level of impact that the new proposal/event will have on this existing noise climate.
- Make recommendations about sound equipment, site layout and event operations that would help manage and mitigate noise impacts from the event.
- Make reference to the City's Noise Regulation Bylaw 8856 (2012) to ensure compliance.
- Ongoing monitoring through sound measurements during each night market season, at times and locations to be determined and approved by City staff, to ensure that noise is being effectively managed in compliance with the noise bylaw.
- Night market event operations that generate noise, including but not limited to amplified music, event sound systems and stage performances, will be required to comply with the recommendations of the noise impact assessment (to be reviewed and approved by City staff). Ongoing sound/noise monitoring of night market event operations that generate noise are to be undertaken throughout the night market season to ensure compliance with the City's Noise Regulation Bylaw 8856 (2012), and to manage the noise impacts on the surrounding areas.

### Richmond Fire Rescue (RFR) Requirements

- Implementation of an emergency response route and access location to the night market event market area to the satisfaction of RFR. This response route is required to remain clear and unimpeded at all times to facilitate access for emergency vehicles, personnel and equipment.
- Implementation of a dedicated approved emergency response route for RFR truck access and turnaround to facilitate access to the proposed parking lot “B” as shown in the event site plan attached as **Schedule “D”** to the TCUP. This fire access lane is required to be designed to support the expected loads imposed by firefighting equipment and to permit accessibility under all climatic conditions.
- Submission and approval of a Fire Safety Plan (prepared by the appropriate professional consultant) and a Pre-Incident Fire Plan (as per City Bylaw 8306, 2008) to RFR for the night market event on a yearly basis, prior to the start of the event season.
- In the event that RFR is required to attend for extraordinary fire and life safety issues, complaints, or inspection follow-up events, any and all costs for RFR attendance shall be the responsibility of the event organizer.
- The event organizer and all applicable food vendors at the night market event are required to comply with the Richmond Fire Rescue General Fire Safety Requirements for Food Vendors Including Mobile Food Trucks (**Schedule “E”**).

### Night Market Event Site Plan

- Implementation of the event in general accordance to the night market site plan as shown in the TCUP report and attached as **Schedule “D”** to the TCUP.
- Amendments to the night market event site plan can be considered so long as they generally comply with the TCUP and associated terms and conditions and must be reviewed and approved by appropriate City staff and other external agencies/stakeholders (as deemed necessary). Any approved changes to the night market event site plan will therefore be considered the approved site plan attached to and forming part of the TCUP.
- The number of vendors allowed in this TCUP is:
  - Up to 150 commercial/retail vendors and up to 130 food vendors for the night market event; and
  - The event organizer is required to obtain building permits for any structures or buildings proposed on the subject site and for any required supporting site services (i.e., plumbing service for the food vendors etc.), including the submission and approval of any consultant reports related to permit application.
- Related accessory entertainment activities and displays that are ancillary to the night market event are permitted.
- The event organizer is responsible for addressing any accumulation of ponded water (and frozen ponded water) arising from weather events to ensure the night market event and related on-site parking functions effectively and does not pose a safety hazard to people attending the event or on the subject site.

### Night Market Event Operations

- The event organizer is required to provide dedicated event security, parking lot patrollers, event liaison staff and certified first aid staff.

- The event organizer is responsible for providing adequate means of communication amongst event staffing, security, first aid, traffic control personnel, RCMP members and Community Bylaw Officers.
- Garbage and Litter Management Plan – Clean up and litter removal before, during and after the night market event each night of operation. Clean-up and litter removal is to be conducted by the event organizers and is to include the subject property as well as surrounding areas impacted by the night market event. The plan is also required to include placement of garbage receptacles off-site along heavily travelled pedestrian routes (i.e., 8500 block of River Road; pedestrian route between the event site and Canada Line Bridgeport Station) to be put out before event opening and collected after event closing.
- During the entire event operation seasons for 2024, 2025, 2026, contact information signage is required to be posted and maintained by the event organizer in accordance with the following provisions:
  - Purpose – Provide event organizer contact information for any comments, concerns and complaints about the night market event from the public.
  - Contact information must include a phone number and email address.
  - Signage must be separate from any event promotional or sponsorship signage.
  - Signage must be located at the main event site entrance, in a highly visible location and with a minimum size (1.2 m by 2.5 m).
  - City staff are required to review and approve the signage prior to installation before the night market event commences operations for the season.

#### Product Anti-Counterfeiting Strategy

The event organizer is responsible for implementing the following action items as part of their anti-counterfeiting strategy:

- Liaise with agencies involved with intellectual property rights (Canadian Anti-Counterfeiting Network – CACN) to develop and communicate their strategy.
- Include specific provisions in vendor contracts that prohibit the retailing of counterfeit, pirated and other illegal products with clauses on vendor booth termination and removal from the event, and product seizure and turnover to the RCMP or Intellectual Property representatives if illegal goods are found.
- Partner with RCMP and Intellectual Property representatives to undertake education with vendor booth operators to ensure they are aware of the counterfeit good restrictions and related consequences (i.e., vendor booth contract termination and product seizure, etc.).
- Have dedicated, trained market event staff to inspect and monitor retailers to ensure no counterfeit or pirated products are being sold.

#### Night Market Event Cancellation Procedure

- In the event of a night market event cancellation on any identified operational day, event organizers are responsible for notifying appropriate City staff and RCMP members a minimum of 24 hours prior to the start of the event. Should event cancellation notification be within the 24 hour time period, staffing costs will be incurred based on minimum call-out times.
- The event organizer is responsible for notifying all vendors of any event cancellation.

- The event organizer is responsible for notifying the City and any related stakeholders (i.e., RCMP, VCH) if they decide to close early i.e. prior to the last dates permitted and identified in TCUP and attached **Schedule “C”** for the night market event.
- The event organizer is responsible for notifying the City and any related stakeholders (i.e., RCMP, VCH) if they decide to cancel the night market event during the term of this TCUP.

Operational Bond Requirements

- The event organizer is required to submit an acceptable cash security/bond for each season (2024, 2025 and 2026) in accordance with the provisions and submission dates identified in the TCUP.
- The cash security/bond is required to cover City and RCMP costs and expenses as a result of the night market event.
- The event organizer is required to pay for additional City and RCMP costs, in the event that costs exceed the amount submitted in the cash security/bond.

General Provisions

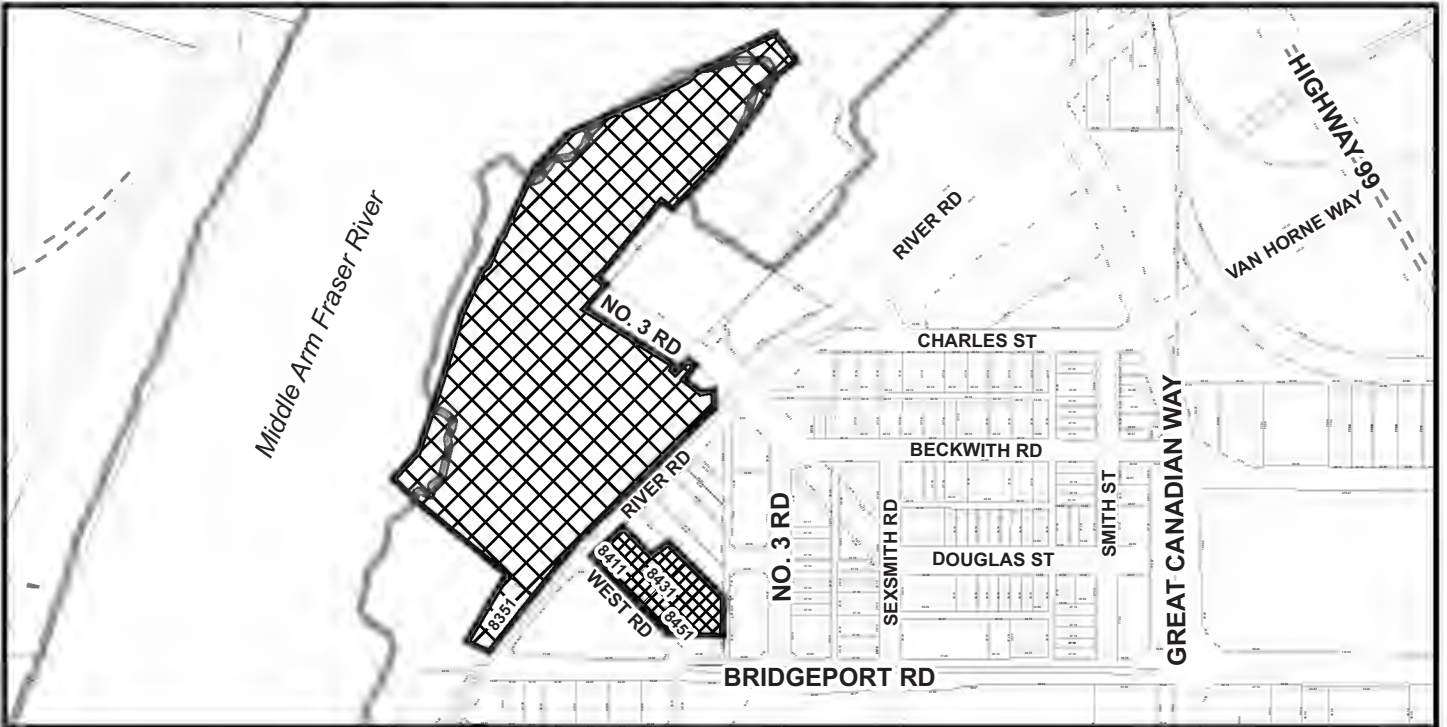
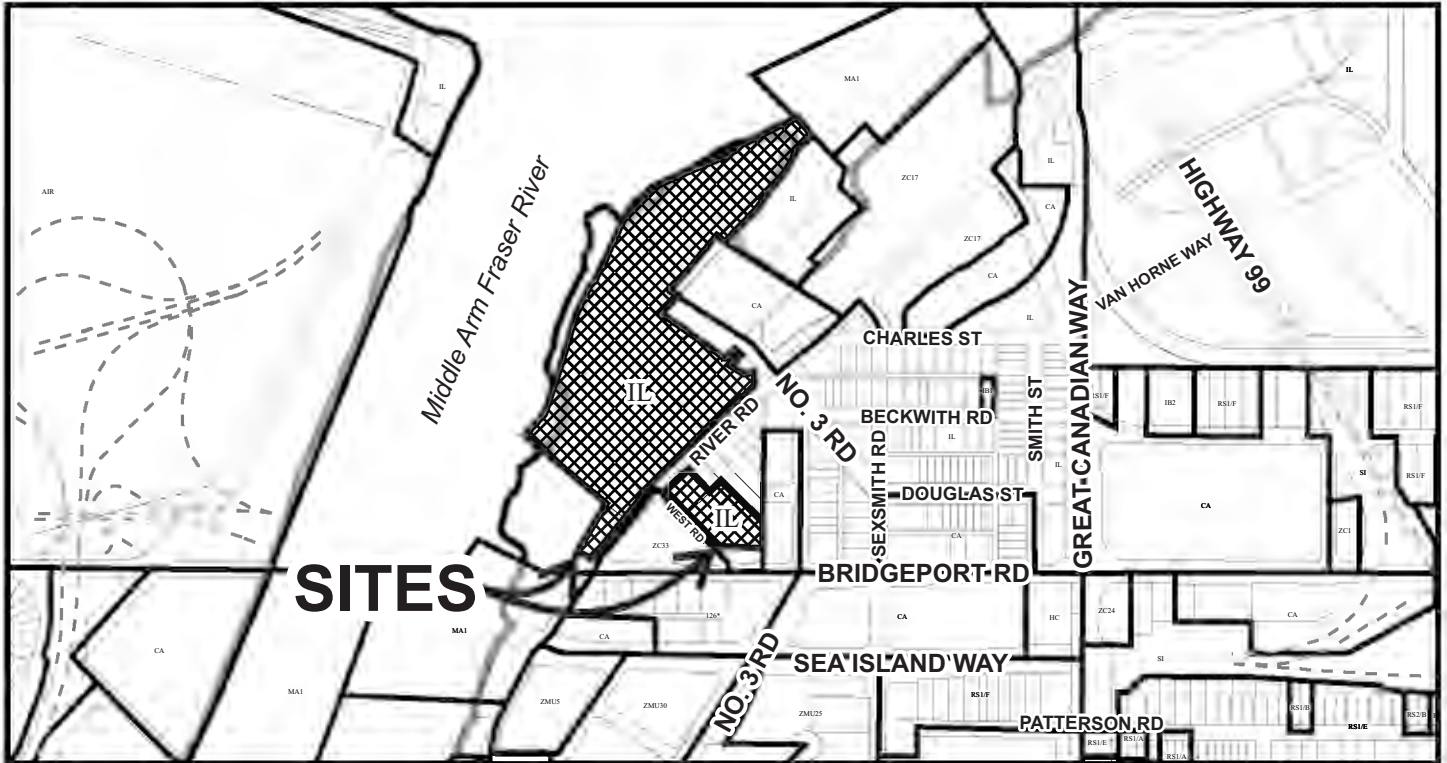
- The event organizer is responsible for providing to the City a copy of the “Certificate of Insurance” a minimum of 2 weeks prior to the opening day of the night market event on an annual basis. The “Certificate of Insurance” must include the following:
  - Minimum limit of \$5,000,000.00 coverage against third party bodily injury and property damage losses.
  - Cross liability clause.
  - The City of Richmond being listed as an additional insured party for liability.
  - Applicable dates of insurance coverage to ensure coverage is consistent with the night market event dates of operation.
- At the conclusion of each event operation day, any road modifications (i.e. temporary signage, barriers, cones, etc.) associated with the TMP must be removed and original road conditions restored to the satisfaction of the Transportation Division staff.
- Upon expiration of this permit or cessation of the permitted use, whichever is sooner, the following shall be completed:
  - The property described in **Schedule “B”** shall be restored to its original condition.
  - Adjacent roads shall be maintained and restored to a condition satisfactory to the City of Richmond.

Undertaking

- In consideration of the City of Richmond issuing the Temporary Commercial Use Permit, we the undersigned hereby agree to comply with all the provisions, requirements and terms and conditions identified in the Temporary Commercial Use Permit and attached Schedules.
- 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 “B”**; 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.

Date: \_\_\_\_\_

\_\_\_\_\_  
Applicant Signatures



TU 23-033092

PH - 36

Original Date: 12/12/23

Revision Date: 01/23/24

Note: Dimensions are in METRES



Regular Weekends:  
 Fridays and Saturdays: 6pm - 12am  
 Sundays: 7pm - 11pm

Long Weekends:  
 Fridays: to Sundays: 6pm - 12am  
 Mondays: 7pm - 11pm

# Schedule "C"

## Richmond Night Market 2024 Event Dates

		THU	FRI	SAT	SUN	MON	
April	Week 1		26	27	28		
	May	Week 2		3	4	5	
		Week 3		10	11	12	
		Week 4		17	18	19	20
		Week 5		24	25	26	
	June	Week 6		31-May	1	2	
		Week 7		7	8	9	
		Week 8		14	15	16	
		Week 9		21	22	23	
	July	Week 10		28-Jun	29-Jun	30-Jun	01-Jul
		Week 11		5	6	7	
		Week 12		12	13	14	
		Week 13		19	20	21	
		Week 14		26	27	28	
August	Week 15		2	3	4	5	
	Week 16		9	10	11		
	Week 17		16	17	18		
	Week 18		23	24	25		
	Week 19		30	31	01-Sep	02-Sep	
September	Week 20		6	7	8		
	Week 21		13	14	15		
	Week 22		20	21	22		
	Week 23		27	28	29	30-Sep	
October	Week 24		4	5	6		
	Week 25		11	12	13	14	
	Week 26		18	19	20		

Total: 84 Days

Regular Weekends:  
 Fridays and Saturdays: 6pm - 12am  
 Sundays: 7pm - 11pm

Long Weekends:  
 Fridays: to Sundays: 6pm - 12am  
 Mondays: 7pm - 11pm

## Richmond Night Market 2025 Event Dates

		THU	FRI	SAT	SUN	MON	
April	Week 1		25	26	27		
	May	Week 2		2	3	4	
		Week 3		9	10	11	
		Week 4		16	17	18	19
		Week 5		23	24	25	
	June	Week 6		30-May	31-May	1	
		Week 7		6	7	8	
		Week 8		13	14	15	
		Week 9		20	21	22	
		Week 10		27	28	29	30
	July	Week 11		4	5	6	
		Week 12		11	12	13	
		Week 13		18	19	20	
		Week 14		25	26	27	
August	Week 15		1	2	3	4	
	Week 16		8	9	10		
	Week 17		15	16	17		
	Week 18		22	23	24		
	Week 19		29	30	31	01-Sep	
September	Week 20		5	6	7		
	Week 21		12	13	14		
	Week 22		19	20	21		
	Week 23		26	27	28		
October	Week 24		3	4	5		
	Week 25		10	11	12	13	
	Week 26		17	18	19		

Total: 83 Days

Regular Weekends:  
 Fridays and Saturdays: 6pm - 12am  
 Sundays: 7pm - 11pm

Long Weekends:  
 Fridays to Sundays: 6pm - 12am  
 Mondays: 7pm - 11pm

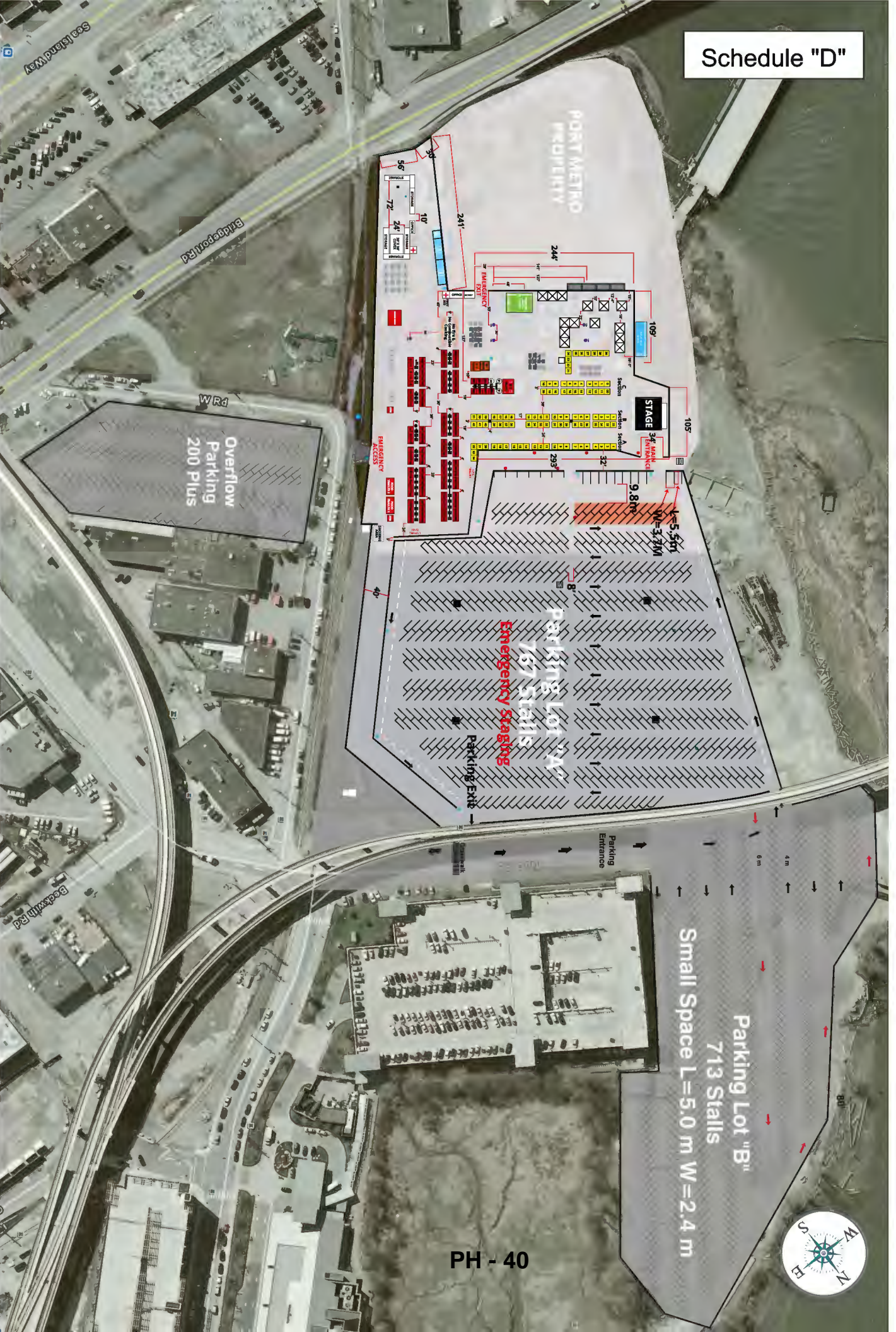
## Richmond Night Market 2026 Event Dates

		FRI	SAT	SUN	MON	
	April	Week 1	Apr-24	Apr-25	Apr-26	
	May	Week 2	1	2	3	
		Week 3	8	9	10	
		Week 4	15	16	17	18
		Week 5	22	23	24	
		Week 6	29	30	31	
	June	Week 7	5	6	7	
		Week 8	12	13	14	
		Week 9	19	20	21	
		Week 10	26	27	28	
	July	Week 11	3	4	5	
		Week 12	10	11	12	
		Week 13	17	18	19	
		Week 14	24	25	26	
	August	Week 15	31-Jul	1	2	3
		Week 16	7	8	9	
		Week 17	14	15	16	
		Week 18	21	22	23	
		Week 19	28	29	30	
	September	Week 20	4	5	6	7
		Week 21	11	12	13	
		Week 22	18	19	20	
		Week 23	25	26	27	
	October	Week 24	2	3	4	
		Week 25	9	10	11	12
		Week 26	16	17	18	

Total: 82 Days

# 2024 RICHMOND NIGHT MARKET OVERALL SITEPLAN

Schedule "D"





## Richmond Fire-Rescue

### General Fire Safety Requirements for Stationary Food Vendors, Merchants, and Mobile Food Trucks

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All food vendors must meet requirements defined in NFPA 96 standards, which include preventive and operative fire safety measures.

This is not a complete list. **Non-Food merchants** shall meet the applicable requirements, **specifically #17** on this list.

1. All commercial cooking units (deep fryers, grills, etc.) in trailers or trucks shall have an automatic suppression system (meeting ULC300) and at least one portable Class K wet chemical fire extinguisher.
2. All commercial deep fryers (no matter where they are located) are required to have a portable Class K wet chemical extinguisher.
3. All mobile vendors and tent vendors shall provide for their own use at least one portable multi-purpose extinguisher (minimum 10 pound 4A-60B:C rated). Fire Extinguishers must be **visible, accessible**, and may not sit on the ground.
4. All commercial cooking units, other than approved self-contained units, require non-combustible hoods, filters, or trays for containing grease laden vapours—must have been cleaned and tagged by a certified Applied Science Technologist Technician (ASTT) or company within the past 6 months.
5. All Vendors, Mobile Food Trucks and Trailers must have **Gas decal from Technical Safety BC, or equivalent approved gas certification decal (e.g. QAI, Intertek, or any other compliance mark with the Standards Council of Canada)**.
6. All Vendors, Mobile Food Trucks and Trailers must have **Electrical decal from an approved electrical systems certification agency (e.g. CSA, QAI, Intertek, or any other compliance mark with the Standards Council of Canada)**.
7. All **appliances** are required to have appropriate certification and/or listing (e.g. **CSA, ULC, any SCC listing**).
8. All tents and awnings with any heat sources and/or cooking units underneath must be fire treated and labelled to meet NFPA 701, or NFPA 705 (regardless of clearances - **no** exceptions).
9. All commercial cooking exhaust hoods must have required filters and trays installed at all times (mesh filters are not permitted). Tagged by a certified ASST within the past 6 months.
10. All extinguishers and automatic suppression systems must have current service completed by an ASTT, complete with stamped service tag.
11. Upon activation of an automatic fire-suppression system, an audible alarm bell shall be provided to indicate the system has been activated.
12. Standalone stove or burners and self-contained cooking appliances shall be supported on an approved base or non-combustible surface and kept away from combustibles (do not place directly on the ground). Only non-collapsible, non-combustible tables are permitted for cooking.
13. Propane cylinders and tanks shall be secured to a permanent surface to prevent tipping and located away from cooking and heat devices as per all applicable Gas Codes and Standards.
14. No unattached propane tanks (spare or those considered empty) are to be in the cooking area.
15. Temporary electrical power, and any electrical connections to vendors must be proper thickness, size and capacity (gauge), properly certified (e.g. CSA, ULC), rated for outdoor use, protected from weather and vehicle traffic, and restricted from public access—do not use damaged power cords. **No household extension cords.**
16. Generators must be certified (e.g. CSA, ULC), and may require a noise cover or acceptable non-combustible housing. Combustible items may not be placed on generators in contact with hot surfaces (e.g. tarps, blankets).
17. Means of Egress (EXIT) is required, shall remain unobstructed, and must be maintained for all stationary vendors. EXIT corridors shall be 1100 mm (44") in width, OR, Exit doorway/opening of at least 800 mm (30") in width.

For further information or questions, contact Richmond Fire-Rescue at 604-278-5131, Monday to Friday, 08:15 - 17:00 Hours

*Information contained herein is subject to change without notice.*