



City of Richmond

Report to Committee

To: General Purposes Committee **Date:** April 2, 2025
From: Mark Corrado **File:** 12-8060-01/2025-Vol
Director, Community Bylaws and Licencing 01
Re: **Amendments of Richmond Zoning Bylaw No.8500 and other Enforcement
Related Housekeeping Amendments**

Staff Recommendations

1. That Richmond Zoning Bylaw 8500, Amendment Bylaw No. 10665, be introduced and given first reading;
2. That Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10666, be introduced and given first, second and third readings;
3. That Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 10667, be introduced and given first, second and third readings;
4. That Business Regulation Bylaw No. 7538, Amendment Bylaw No. 10668, introduced and given first, second and third readings; and
5. That Business Licence Bylaw No. 7360, Amendment Bylaw No. 10669, be introduced and given first, second and third readings.

Mark Corrado
Director, Community Bylaws and Licencing
(604-204-8673)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Policy & Planning	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS:	APPROVED BY CAO

Staff Report

Origin

On May 1, 2025 the Province will require all Short Term Rentals (STR) to be registered on a new provincial registry as per 3.1 (1.1) (b) of the Province's *Short Term Accommodations Regulation* (Regulation).¹ As a result of this key regulation coming into effect in May, staff conducted a review of the City's current Short Term Rental related bylaw provisions found in Richmond Zoning Bylaw 8500, Business Regulation Bylaw 7538 and Business Licence Bylaw No. 7360. From that review other opportunities to modernize these Bylaws to improve enforcement and efficiency in their administration were identified.

This report supports Council's Strategic Plan 2022-2026 Focus Area #3 A Safe and Prepared Community:

Community safety and preparedness through effective planning, strategic partnerships and proactive programs.

3.2 Leverage strategic partnerships and community-based approaches for comprehensive safety services.

This report supports Council's Strategic Plan 2022-2026 Focus Area #4 Responsible Financial Management and Governance:

Responsible financial management and efficient use of public resources to meet the needs of the community.

4.2 Seek improvements and efficiencies in all aspects of City business.

Analysis

Aligning City Bylaws with the Provincial Legislation

Currently, the Province's *Short-Term Rental Accommodations Act* defines a STR as follows:

“means the service of accommodation in the property of a property host, in exchange for a fee, that is provided to members of the public for a period of time of less than 90 consecutive days or another prescribed period, if any, but does not include a prescribed accommodation service”

However, under Richmond Zoning Bylaw No. 8500, Business Regulation No. 7538 and Business Licence Bylaw No. 7360, STRs are limited to a period of time of less than 30 days. In short, the City's definition of STR is less restrictive than the Province's and should be amended to the more restrictive period of less than 90 days. Currently, anyone renting an accommodation in the City in excess of 30 days does not require a licence but could be subject to Provincial enforcement. Moreover, problems could arise for property owners when they attempt to list their

¹ https://www.bclaws.gov.bc.ca/civix/document/id/complete/statreg/268_2023#section4.1

properties online between 30-89 days. As per Provincial regulations STR online platforms now require a municipal business licence which the City would not provide under the City's existing bylaws for a STR listing with a period of 30-89 days.

Enhanced Enforcement Tools

Currently, Richmond Zoning Bylaw No. 8500 only allows for Long-Form Provincial Court prosecution fines of a maximum of \$10,000 per violation. However, the cost of Long-Form prosecution and staff investigative resources often exceeds \$10,000. It is, therefore, recommended that the maximum fine for long-form prosecution be increased from \$10,000 to \$50,000. This adjustment aligns with the fine amounts permitted under BC *Offences Act* and is consistent with other City Bylaws.

Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10666

There are currently six distinct Bylaw Violation Tickets associated with Richmond Zoning Bylaw No. 8500. For all remaining violations for unpermitted use under the Richmond Zoning Bylaw, staff must rely on Long-Form prosecution or Supreme Court action as the next viable enforcement tool following education and warning letters. While Long-Form prosecutions are effective, they are time consuming and costly and would be disproportionate if perused for minor first time violations.

In order to address this ticketing gap, staff recommend an amendment to the Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, which would allow ticketing for violations of section 1.4.2 of Richmond Zoning Bylaw No. 8500 which reads:

No land, building or structure shall be developed, used, constructed, erected, modified, converted, enlarged, reconstructed, altered, placed or maintained except in compliance with this bylaw.

The fine amount for tickets under the Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122 would be \$500. Once issued these types of tickets may be disputed and are reviewed by an independent adjudicator at hearings held throughout the year.

Next Steps

Should Council grant first reading to Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 10665, the bylaw will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment.

Financial Impact

None

Conclusion

The proposed above bylaw amendments will align current STR related violations with the Provincial legislation. Moreover, these amendments will enable staff to better enforce and regulate the unpermitted use of parcels as identified in Richmond Zoning Bylaw No. 8500. In addition, the changes to both definitions and upper limit of long-form prosecutions allow for a continuum of enforcement options.



Mark Corrado
Director, Community Bylaws and Licencing
(604-204-8673)



**Richmond Zoning Bylaw No. 8500,
Amendment Bylaw No. 10665**

The Council of the City of Richmond enacts as follows:

1. **Richmond Zoning Bylaw No. 8500**, as amended, is further amended at section 1.10 Enforcement, by deleting section 1.10.3 and replacing it with the following:

“1.10.3 Any person who contravenes any provision of this bylaw, or who suffers or permits any act or thing to be done in contravention of or in violation of any of this bylaw, or who refuses, omits, or neglects to fulfill, observe, carry out or perform any duty, obligation, matter or thing required by this bylaw commits an offence, and:

- a) is liable for penalties and late payment amounts established in Schedule A of the Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122;
- b) is subject to the procedures, restrictions, limits, obligations and rights established in the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122* in accordance with the *Local Government Bylaw Notice Enforcement Act*, SBC 2003, c.60, as they may be amended or replaced from time to time;
- c) is subject to such fines as may be prescribed in Municipal Ticket Information Authorization Bylaw No. 7321; and
- d) is liable on summary conviction, to a fine of not less than One Thousand Dollars (\$1,000) and not more than Fifty Thousand Dollars (\$50,000), plus the costs of prosecution.”

2. **Richmond Zoning Bylaw No. 8500**, as amended, is further amended at section 3.4 Use and Term Definitions, by deleting the words “30 days or less” in the definition of **Bed and breakfast** and replacing them with the words “90 days or less”.

3. **Richmond Zoning Bylaw No. 8500**, as amended, is further amended at section 5.20 Short Term Rental of Dwelling Units, by deleting section 5.20.1 and replacing it with the following:

“5.2.1 No person shall use or permit to be used any **dwelling unit**, or portion thereof, for accommodation for a period of less than ninety (90) days unless such **dwelling unit** forms part of a **hotel** or a **motel**, or is used for **boarding and lodging, agri-**

tourist accommodation, community care facility, dormitory, or bed and breakfast use in compliance with all applicable bylaws.”

4. This Bylaw is cited as “**Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 10665**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept.
GB
APPROVED for legality by Solicitor
BRB

MAYOR

CORPORATE OFFICER



**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122,
Amendment Bylaw No. 10666**

The Council of the City of Richmond enacts as follows:

1. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended by adding the content of the table in Schedule A attached to and forming part of this Bylaw, to Schedule – Richmond Zoning Bylaw No. 8500 in Bylaw No. 8122 in numerical order.
2. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended at Schedule – Richmond Zoning Bylaw No. 8500, by deleting the words “Dwellings – rentals for less than 30 days” and replacing them with the words “Dwellings – rentals for less than 90 days”
3. This Bylaw is cited as “**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10666**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept.
GB
APPROVED for legality by Solicitor
BRB

MAYOR

CORPORATE OFFICER

Schedule A to Bylaw No. 8122

Schedule – Richmond Zoning Bylaw No. 8500							
Designated Bylaw Contraventions and Corresponding Penalties							
A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Richmond Zoning Bylaw No. 8500	Period of Time from Receipt (inclusive)		N/A	29 to 60 days	1 to 28 days	61 days or more	N/A
	Non-compliant development/use	1.4.2	No	\$ 500.00	\$ 450.00	\$ 550.00	N/A



City of Richmond

Bylaw 10667

Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 10667

The Council of the City of Richmond enacts as follows:

1. Municipal Ticket Information Authorization Bylaw No. 7321, as amended, is further amended by:
 - (a) Deleting the provisions regarding Section 1.4.2 and 5.20.1 in Schedule B 17; and
 - (b) Inserting the following offences in bylaw section order into Schedule B 17:

Offence	Bylaw Section	Fine
"Non-compliant development/use	1.4.2	\$ 1,000
Bed and Breakfast – stay exceeding 90 days	1.4.2	\$ 1,000
Dwellings – rentals for less than 90 days	5.20.1	\$ 1,000"

2. This Bylaw is cited as "**Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 10667**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept.
GB
APPROVED for legality by Solicitor
BRB

MAYOR

CORPORATE OFFICER



**Business Regulation Bylaw No. 7538,
Amendment Bylaw No. 10668**

The Council of the City of Richmond enacts as follows:

1. **Business Regulation Bylaw No. 7538**, as amended, is further amended at Part Twenty-Two: Bed & Breakfast Establishment Regulations, by deleting section 22.1 and replacing it with the following:

“22.1 Without first obtaining a **licence** for a **bed and breakfast establishment**, persons must not provide guests with **residential rental accommodation** for rental periods of less than 90 days.”
2. **Business Regulation Bylaw No. 7538**, as amended, is further amended at Part Twenty-Three: Boarding and Lodging Regulations, by deleting section 23.1 and replacing it with the following:

“23.1 Without first obtaining a **licence** for **short term boarding and lodging**, persons must not provide guests with **boarding and lodging** for rental periods of less than 90 days.”
3. This Bylaw is cited as “**Business Regulation Bylaw No. 7538, Amendment Bylaw No. 10668**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept.
GB
APPROVED for legality by Solicitor
BRB

MAYOR

CORPORATE OFFICER



**Business Licence Bylaw No. 7360,
Amendment Bylaw No. 10669**

The Council of the City of Richmond enacts as follows:

1. **Business Licence Bylaw No. 7360**, as amended, is further amended at Section 7.1 by deleting the words “less than 30 days” in the definition of “Short Term Boarding and Lodging” and replacing them with the words “less than 90 days”.
2. This Bylaw is cited as “**Business Licence Bylaw No. 7360, Amendment Bylaw No. 10669**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating Division
GB
APPROVED for legality by Solicitor
BRB