



# City of Richmond

## Report to Development Permit Panel

---

**To:** Development Permit Panel

**Date:** February 21, 2019

**From:** Wayne Craig  
Director, Development

**File:** DV 18-825820

**Re:** **Application by Urban Design Group Architects Ltd. for a Development Variance Permit at 12033 Riverside Way**

---

### Staff Recommendation

That a Development Variance Permit be issued which would vary provisions of Richmond Zoning Bylaw 8500 to:

1. Reduce the number of required vehicle parking spaces from 92 to 89; and
2. Reduce the minimum required standard vehicle parking spaces from 50% to 40%, to permit a childcare facility with a maximum 26 staff and 136 children to be located on a site at 12033 Riverside Way zoned "Industrial Business Park (IB1)".



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

WC:jr  
Att. 3

## Staff Report

### Origin

Urban Design Group Architects Ltd. has applied to the City of Richmond for permission to vary the minimum required vehicle parking spaces in Richmond Zoning Bylaw from 92 spaces to 89 spaces, and to reduce the minimum required standard vehicle parking spaces from 50% to 40%, to permit a childcare facility with a maximum 26 staff and 136 children to be located on a site at 12033 Riverside Way zoned "Industrial Business Park (IB1)" (Attachment 1).

The subject site is occupied by a three-storey office building. The two upper stories are currently tenanted, and the ground floor is vacant. Two variances related to the provision of vehicle parking are requested to accommodate a new childcare centre on the ground floor, as some of the existing parking area would be converted to an outdoor play area.

"Child care" is a permitted use in the zone, and the proposed child care facility does not require a rezoning or Development Permit application.

### Development Information

Please refer to the attached Development Application Data Sheet (Attachment 2) for a comparison of the proposed development data with the relevant Bylaw requirements.

### Background

The subject site is located in the Shellmont planning area, adjacent to various commercial, office, and industrial developments in the Ironwood shopping complex and south Richmond employment area. Development surrounding the subject site is as follows:

- To the north, a commercial building on a lot zoned "Community Commercial (CC)" with vehicle access from No. 5 Road, and an industrial warehouse building on a lot zoned "Industrial Business Park (IB1)" with vehicle access from Featherstone Way.
- To the east, an office building on a lot zoned "Industrial Business Park (IB1)" with vehicle access from Featherstone Way and Riverside Way.
- To the south, an office building on a lot zoned "Industrial Business Park (IB1)" with vehicle access from Riverside Way.
- To the west, a commercial building on a lot zoned "Industrial Business Park (IB1)" with vehicle access from No. 5 Road and Horseshoe Way.

### Staff Comments

The proposed scheme attached to this report has satisfactorily addressed the significant urban design issues and other staff comments identified as part of the review of the subject Development Variance Permit application. In addition, it complies with the intent of the applicable sections of the Official Community Plan (OCP) and is generally in compliance with the "Industrial Business Park (IB1)" zone except for the two requested variances.

The parking rate for the childcare use contained in Richmond Zoning Bylaw 8500 is determined by the number of employees, as well as the number of children in care. The parking minimums described in this report are based on the proposed capacity of the childcare facility, which is subject to change up until an operating license is granted by Vancouver Coastal Health. The applicant has provided a letter from the childcare facility operator describing their correspondence with Vancouver Coastal Health regarding preliminary review of the proposed facility (Attachment 3). Based on the proposal for 136 children and 26 staff, the childcare facility would require 34 parking spaces.

The applicant has provided a third party parking study based on the current and proposed uses of the property. The parking study supports the requested variances, and indicates that peak parking demand would occur at different times for the proposed child care facility and the existing offices. To address demand from pick-up and drop-off activity in the morning and afternoon, the applicant proposes to restrict 14 stalls near the building entrance to short term parking between 7-9 AM and 4-6 PM. The Zoning Bylaw does not differentiate between short term parking for pick-up/drop-off and long term parking for staff in the established parking rates.

If issued, the Development Variance Permit would limit the number of children in care to 136 and the number of staff to 26, based on the information provided by the applicant. Should Vancouver Coastal Health determine that the licensed capacity of the proposed childcare facility is less than 136 children, the required parking under Richmond Zoning Bylaw 8500 would decrease, and the parking shortfall would be diminished.

The requested variances would apply to the total parking requirement for the property, including both the existing office uses and the proposed child care facility. Based on the parking rates contained in Richmond Zoning Bylaw 8500, the property would require 102 parking spaces. The Zoning Bylaw permits a reduction to the minimum parking spaces of up to 10% where Transportation Demand Management (TDM) measures are provided. The applicant has agreed to provide cycling end-of-trip facilities and a transit pass program for staff of the proposed childcare. There are existing end-of-trip facilities for one of the office tenants. Based on the provision of TDM measures, the reduced requirement is 92 parking spaces.

### **Zoning Compliance/Variations**

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

1. Reduce the number of required vehicle parking spaces from 92 to 89.

***Provisions in Richmond Zoning Bylaw 8500 permit a 10% parking rate reduction at the discretion of the City, where TDM measures and a parking study are provided. The requested variance is for a 2.75% parking rate relaxation beyond the permitted 10%. Staff supports the proposed parking rate relaxation based on these assessments:***

- a. The childcare facility operator will be required to provide TDM measures to encourage staff to travel by alternative mode. These include a two-year transit pass program for childcare staff and bicycle end-of-trip facilities.***
- b. The applicant has provided a parking study, demonstrating that there is some excess parking capacity available to meet childcare drop-off and pick-up parking demand.***

2. Reduce the minimum required standard vehicle parking spaces from 50% to 40%.

*The applicant proposes to re-stripe the existing parking areas in order to reduce the parking shortfall. Meeting the minimum 50% standard vehicle parking space requirement would decrease the number of total parking spaces, exacerbating the requesting parking rate relaxation. Staff supports the requested variance given the TDM measures provided.*

## **Analysis**

### ***Urban Design and Site Planning***

- The existing building is located in the middle of the site and has two entrances. The primary entrance to the proposed childcare facility is located on the west side of the building facing No. 5 Road.
- There are currently 92 parking spaces on the site. The applicant proposes to remove 10 stalls in order to construct an outdoor play area for a proposed childcare facility. Re-striping of the remaining parking area would yield 89 parking stalls on the property.
- A new pedestrian walkway from Riverside Way to the front entrance of the childcare facility is proposed, providing a more direct connection to the sidewalk than exists currently.

### ***Landscape Design and Open Space Design***

- The proposed outdoor play area would extend into a portion of the existing landscaped area along No. 5 Road. The existing shrubs would be removed and new lawn would be planted to provide additional play surfaces.
- Four existing trees are proposed to be retained, which will provide natural shade for the outdoor play area. No tree removal is proposed in this area.
- A new perimeter fence is proposed to enclose the outdoor play area. The fence would be located approximately 0.45 m (18") from the property line abutting No. 5 Road. Low boxwood hedges are proposed at the base of the fence as per Richmond Zoning Bylaw 8500.
- The proposed fence and landscaping complies with the sightline requirement at intersections contained in Richmond Zoning Bylaw 8500.
- A Landscape Deposit based on 100% of the cost estimate plus a 10% contingency is required, to ensure that the agreed upon landscaping is installed as per the Landscape Plan attached to the Development Permit.
- Detailed design of the proposed outdoor play area will be reviewed by Vancouver Coastal Health through the licensing process.

### ***Transportation Demand Management***

- The applicant has agreed to provide TDM measures in the form of cycling end-of-trip facilities and a two-year employee bus pass program for childcare staff.
- New cyclist end-of-trip facilities are proposed in an accessible washroom on the ground floor of the building. Class 1 bicycle storage is located inside the building near the entrance. Class 2 bicycle parking is located outside near the entrance of the proposed childcare facility.
- A bus pass program for childcare staff will be administered by the childcare operator. Monthly bus passes will be made available to staff for a period of two years. If the program is not fully subscribed within two years, the operator must extend the program until all bus passes have been exhausted, but no more than four years. The terms of the bus pass program will be secured through a legal agreement on Title and a security paid to the City.

## Conclusions

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



Jordan Rockerbie  
Planning Technician  
(604-276-4092)

JR:blg

Attachment 1: Location Map  
Attachment 2: Development Application Data Sheet  
Attachment 3: Letter from Willowbrae Academy

The following are to be met prior to forwarding this application to Council for approval:

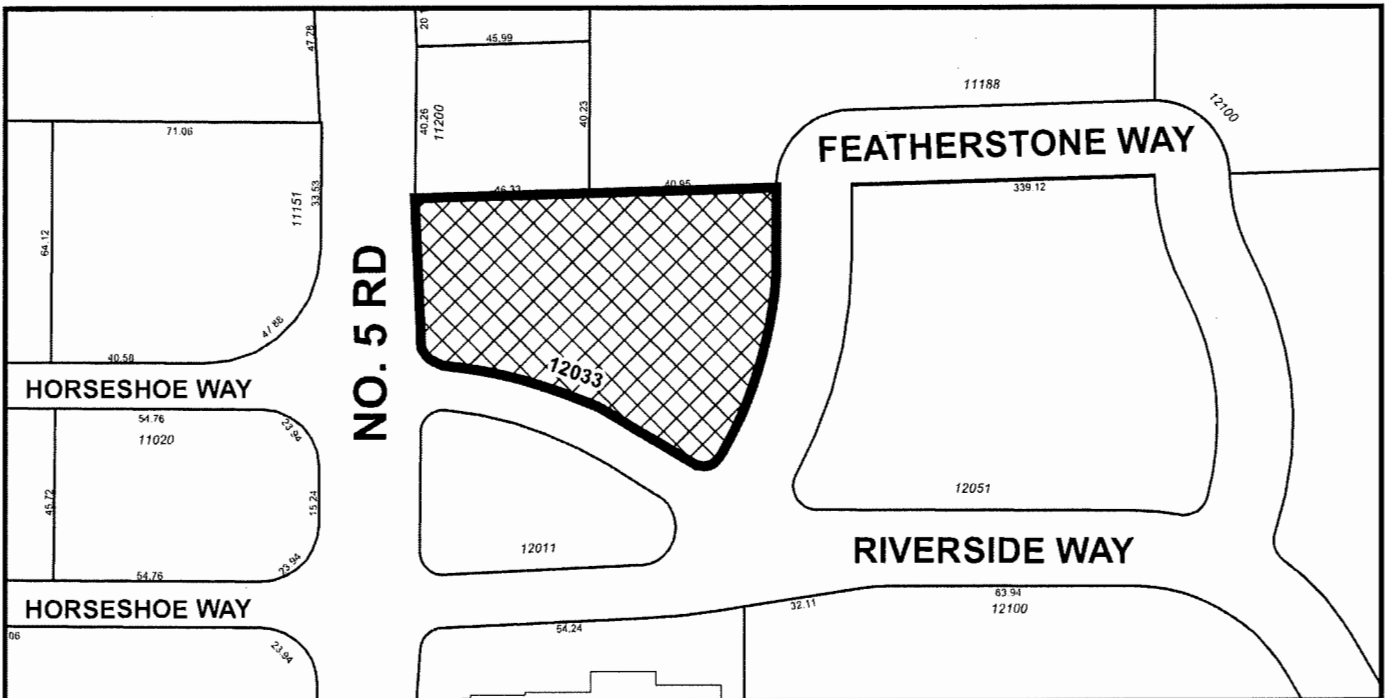
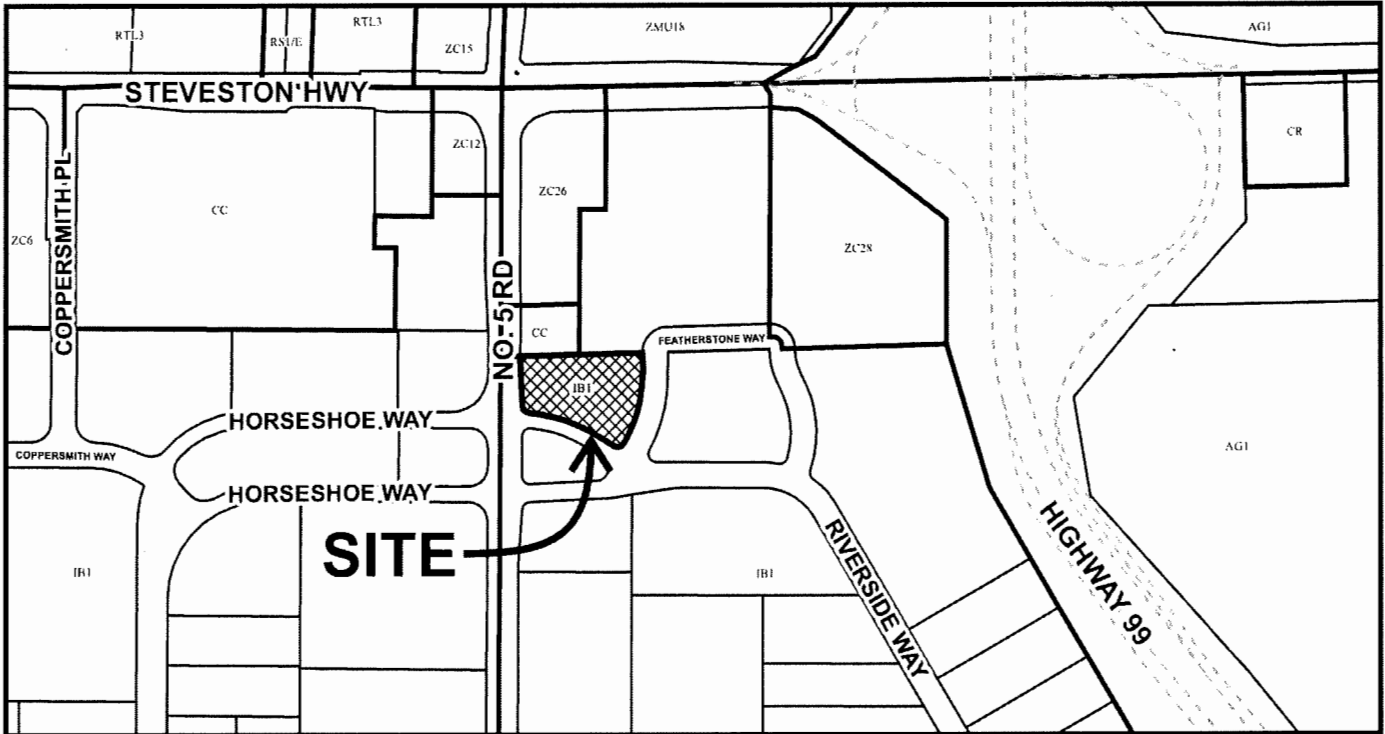
1. Enter in to a legal agreement ensuring that the agreed upon Transit Pass Program is administered and executed with the following provisions:
  - a. Monthly two-zone transit passes are to be made available to the 26 staff of the childcare facility for a period of two years, for a total of 624 one-month passes.
  - b. If the Transit Pass Program is not fully subscribed within two years (i.e. some of the 624 one-month passes are unused), extend the Transit Pass program for another two years or until the Program has been exhausted.
  - c. Employ or assign a staff of the childcare facility or retain a management company for the duration of the Program to administer the Program (Note: TransLink is in discussion with Metro Vancouver municipalities regarding taking on the administration of development-related Transit Pass Programs. Having TransLink administer the Program would be an acceptable alternative.).
  - d. On or before December 1<sup>st</sup> of every year during which the Program is in effect, the operator will deliver to the Director of Transportation a statement confirming the status of the Program, including the number of transit passes distributed to date.
2. Enter in to a legal agreement to ensure that the agreed upon cycling end-of-trip facilities are constructed and maintained.
3. Provide to the City a Letter of Credit or cash security for the total cost of the Transit Pass Program plus a 10% contingency, i.e. \$87,859.20 ( $\$128 \times 624 \times 110\%$ ).
4. Provide to the City a Landscape Security based on the cost estimate prepared by a Landscape Architect plus a 10% contingency, i.e. \$10,890.50

Prior to future Building Permit issuance, the developer is required to complete the following:

1. The applicant is required to obtain a Building Permit for any construction hoarding associated with the proposed development. If construction hoarding is required to temporarily occupy a street, or any part thereof, or occupy the air space above a street or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. *For further information on the Building Permit, please contact Building Approvals Department at 604-276-4285.*
2. Submission of a construction traffic and parking management plan to the satisfaction of the City's Transportation Department (<http://www.richmond.ca/services/ttp/special.htm>), as required.



# City of Richmond



## DV 18-825820

Original Date: 07/05/18

Revision Date:

Note: Dimensions are in METRES



**DV 18-825820** **Attachment 2**

Address: 12033 Riverside Way

Applicant: Urban Design Group Architects Ltd. Owner: 12033 Riverside Holdings Ltd.

Planning Area(s): Shellmont

	<b>Existing</b>	<b>Proposed</b>
<b>Site Area:</b>	5,278 m <sup>2</sup>	No change
<b>Land Uses:</b>	Office	Office and Childcare Facility
<b>OCP Designation:</b>	Mixed Employment	No change
<b>Zoning:</b>	Industrial Business Park (IB1)	No change

	<b>Bylaw Requirement</b>	<b>Proposed</b>	<b>Variance</b>
Off-street Parking Spaces (Total)	92 (including 10% TDM reduction)	89	<b>Vary, reduce by 3 spaces</b>
Regular Car	Min. 50% of required spaces	36 (40% of total spaces)	<b>Vary, reduce by 10%</b>
Small Car	none	53 (59% of total spaces)	none
Accessible	Min. 2% of required spaces, i.e. 3 spaces	3 (3% of total spaces)	none
Commercial Loading Spaces	1 Medium-sized space	2 Medium-sized spaces	none



February 11, 2019

The proposed Willowbrae Academy 10233 Riverside Way, Richmond, BC V6W 1K6 has submitted an application of suitability to Vancouver Coastal Health. This package provides a Site Plan, Play Area and Interior floor design with operation policies and schematic design. Vancouver Coastal Health has expressed this application follows regulated guidelines with the proposed play area based on our detailed rotational schedule submission and preliminary play area design.

Please do not hesitate to contact me for further information.

Sincerely,

Susan Gaspar  
Canadian Franchise Director  
Willowbrae Academy Corporate  
cell: [604-790-7597](tel:604-790-7597)  
[www.willowbraeacademy.com](http://www.willowbraeacademy.com) | [sgaspar@willowbraechildcare.com](mailto:sgaspar@willowbraechildcare.com)







No. DV 18-825820

To the Holder: URBAN DESIGN GROUP ARCHITECTS LTD.  
Property Address: 12033 RIVERSIDE WAY  
Address: C/O #420 - 745 THURLOW STREET  
VANCOUVER, BC V6E 0C5

---

1. This Development Variance Permit is issued subject to compliance with all of the Bylaws of the City applicable thereto, except as specifically varied by this Permit.
2. This Development Variance 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. Subject to Section 692 of the Local Government Act, R.S.B.C.: building and structures; off-street parking and loading facilities; roads and parking areas; landscaping and screening shall be constructed generally in accordance with Plans #1 to #2 attached hereto.
4. The "Richmond Zoning Bylaw 8500" is hereby varied to:
  - a) Reduce the number of required vehicle parking spaces from 92 to 89.
  - b) Reduce the minimum required standard vehicle parking spaces from 50% to 40%, to permit a childcare facility with a maximum 26 staff and 136 children.
5. As a condition of the issuance of this Permit, the City is holding a security in the amount of \$10,890.50 to ensure that the agreed upon landscaping is installed 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.
6. 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.

# Development Variance Permit

No. DV 18-825820

To the Holder: URBAN DESIGN GROUP ARCHITECTS LTD.

Property Address: 12033 RIVERSIDE WAY

Address: C/O # 420 - 745 THURLOW STREET  
VANCOUVER, BC V6E 0C5

---

7. 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.

AUTHORIZING RESOLUTION NO.  
DAY OF

ISSUED BY THE COUNCIL THE

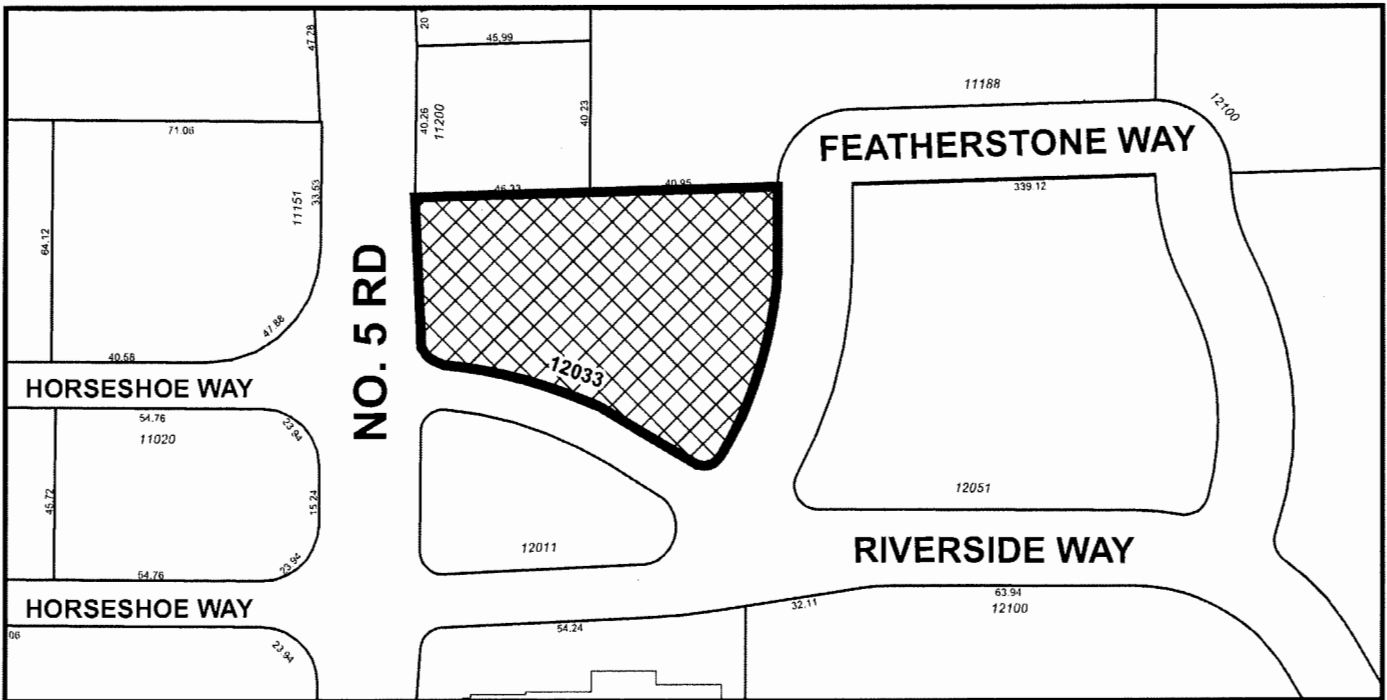
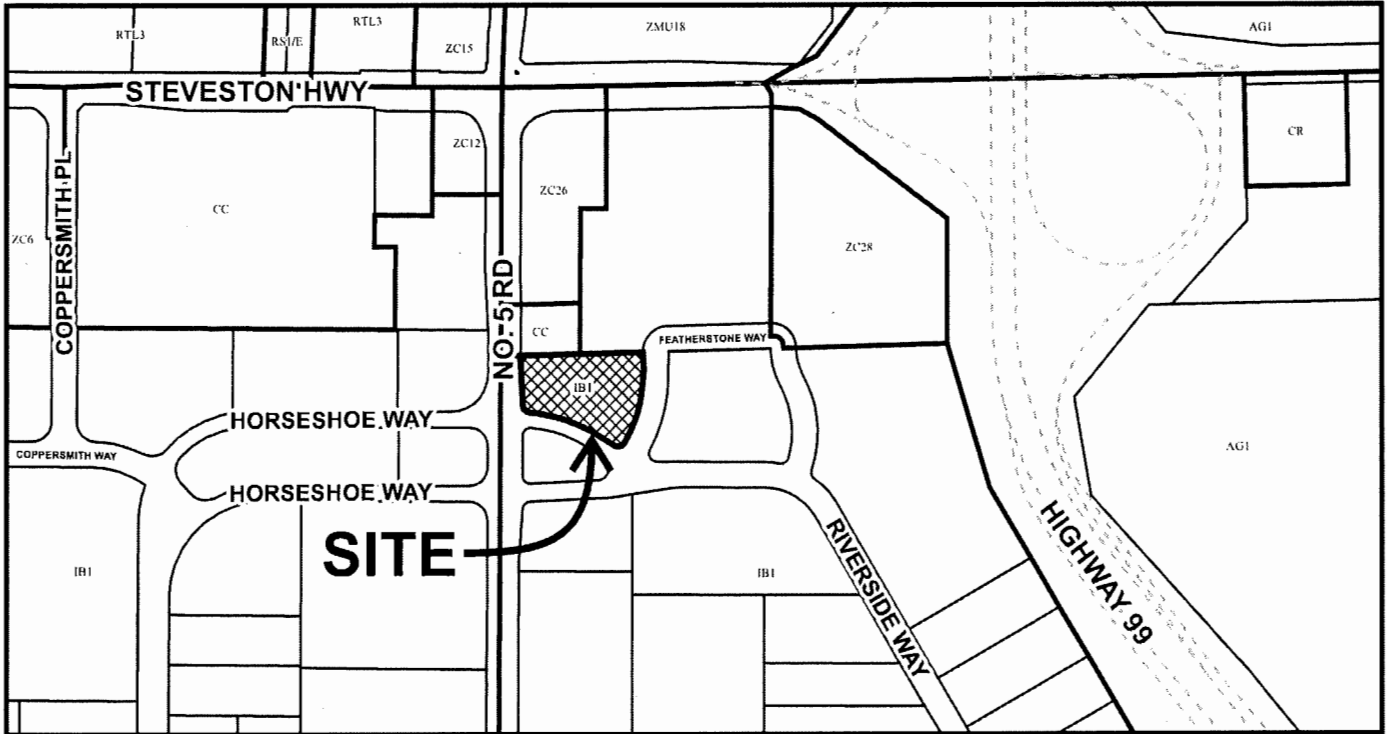
DELIVERED THIS DAY OF

---

MAYOR



# City of Richmond



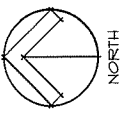
**DV 18-825820**  
**SCHEDULE "A"**

Original Date: 07/05/18

Revision Date:

Note: Dimensions are in METRES

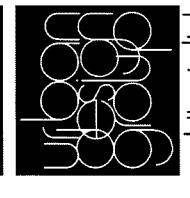
NO.	DATE	REVISIONS
1	19/01/17	ISSUED FOR DP
2	19/01/17	ISSUED FOR DP
3	19/01/22	RE-ISSUED FOR DP
4	19/01/24	RE-ISSUED FOR DP



This drawing, as an instrument of service, is the property of Urban Design Group Architects Ltd., and may not be reproduced, copied or loaned without written permission.

All design, concepts, and other information shown on this drawing are for the use of the client and are not to be used otherwise without written permission.

**New Child Care Centre**  
 12033 Riverside Way, Richmond, BC  
 FOR: WILLOWBRAE ACADEMY CORPORATE



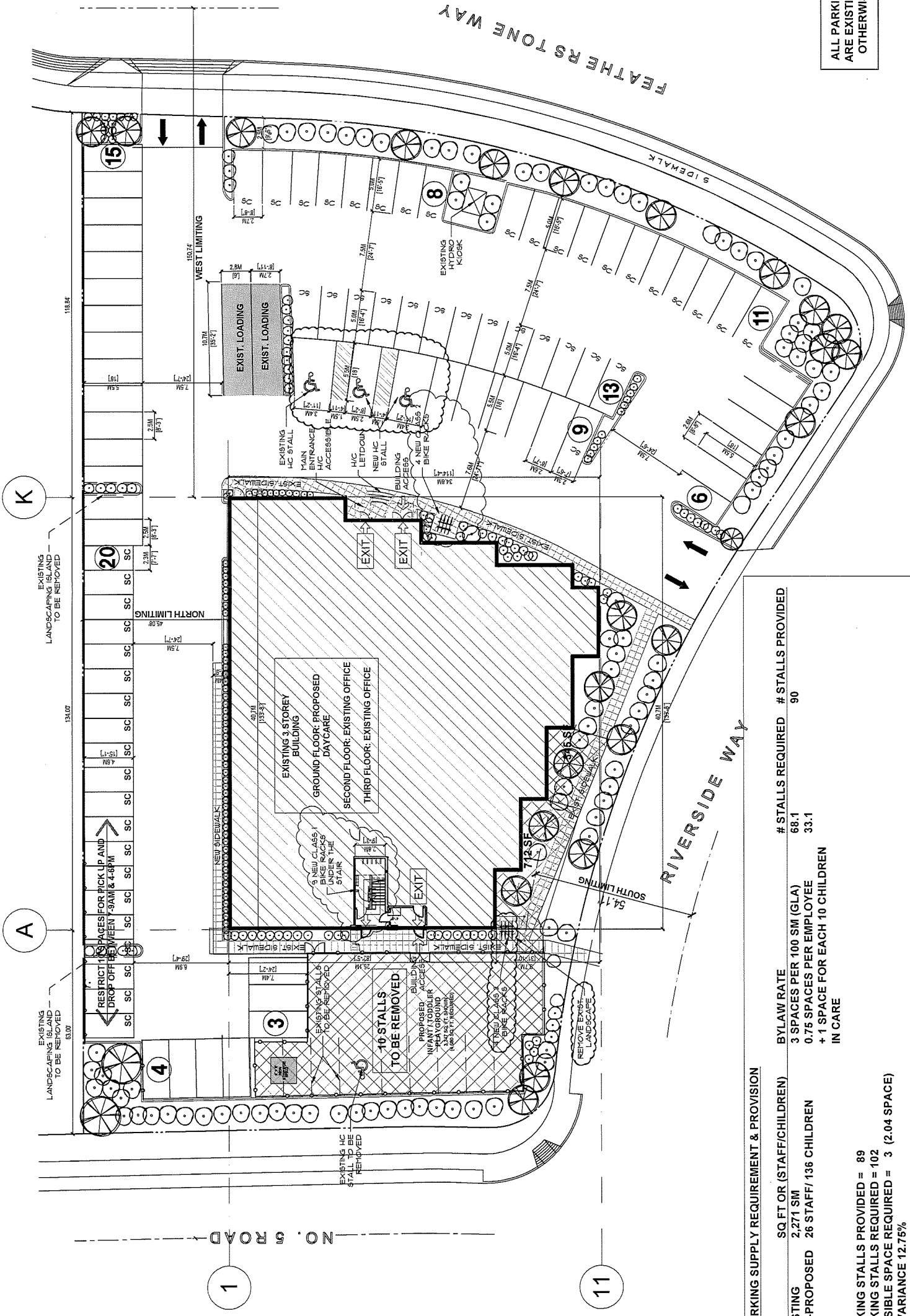
architects ltd  
 420-745 THURLOW ST  
 VANCOUVER, BC V6E0G5  
 TELEPHONE 604-687-2334  
 project number 4856  
 sheet title SITE PLAN

date	2018-05-11	sheet number	A-1
scale	AS NOTED	drawn	M/PT
checked		directed	PC

ALL PARKING STALLS ARE EXISTING UNLESS OTHERWISE NOTED

DV 10-025820  
 PLAN #1

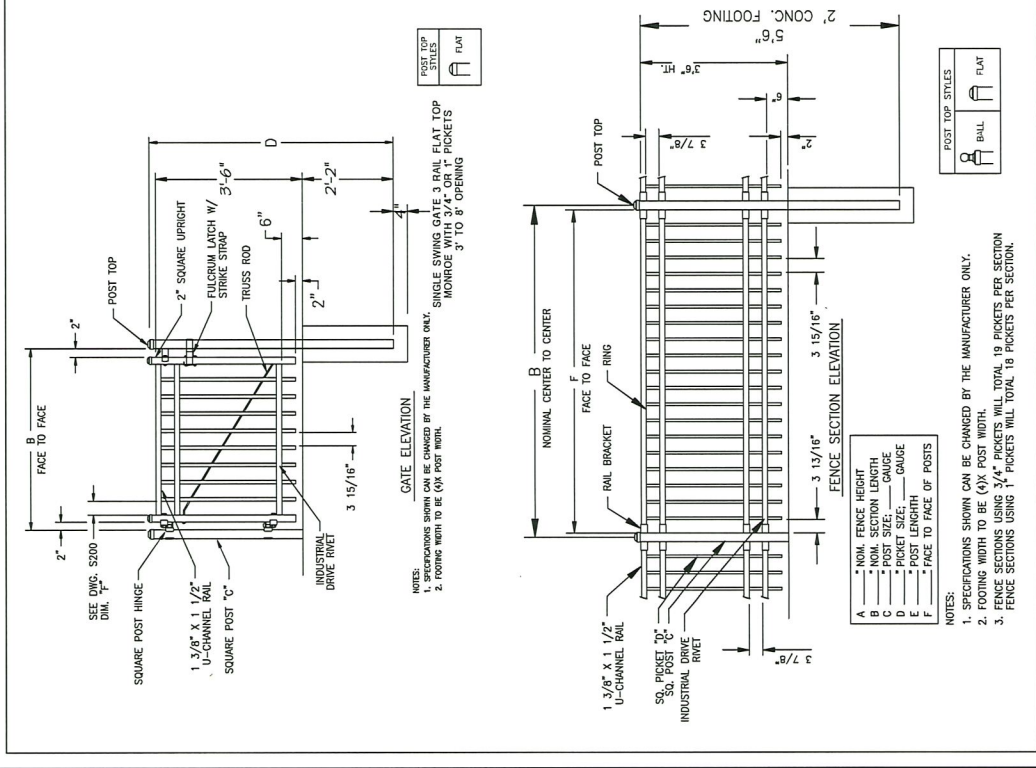
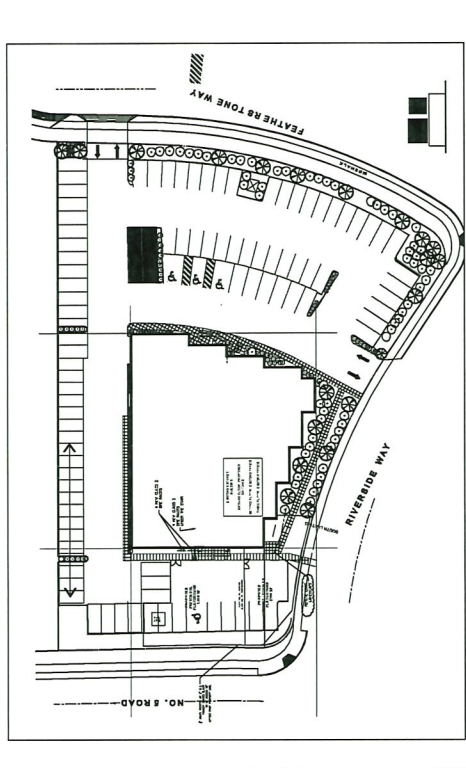
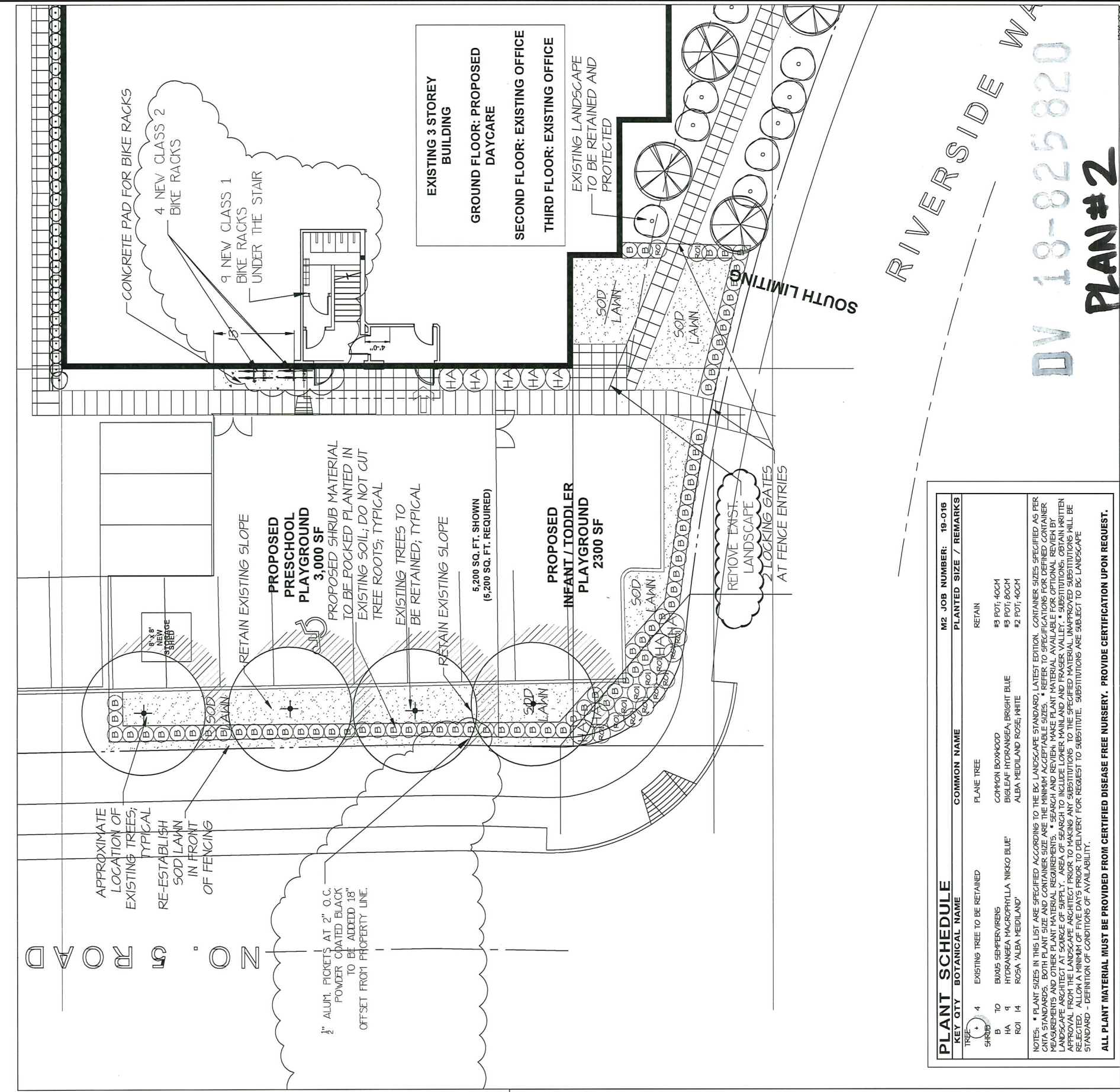
1 SITE PLAN  
 AU SCALE: 1/8" = 1'-0"



VEHICLE PARKING SUPPLY REQUIREMENT & PROVISION			
LAND USE	SQ. FT OR (STAFF/CHILDREN)	BYLAW RATE	# STALLS REQUIRED # STALLS PROVIDED
OFFICE-EXISTING	2,271 SM	3 SPACES PER 100 SM (GLA)	68.1 90
CHILDREAR-PROPOSED	26 STAFF/136 CHILDREN	0.75 SPACES PER EMPLOYEE + 1 SPACE FOR EACH 10 CHILDREN IN CARE	33.1
TOTAL PARKING STALLS PROVIDED = 89 TOTAL PARKING STALLS REQUIRED = 102 MIN. ACCESSIBLE SPACE REQUIRED = 3 (2.04 SPACE) REQUIRED VARIANCE 12.75% = 53 (69% OF TOTAL STALLS) NO. OF SMALL CARS PROVIDED = 36 (41% OF TOTAL STALLS) NO. OF REGULAR CAR PROVIDED = INCLUDE 3 ACCESSIBLE SPACES NO. OF LOADING STALLS PROVIDED = 2			
BYLAW REQUIREMENT FOR LOADING AS PER TABLE 7.13.6.2 DAYCARE GROSS LEASABLE AREA 929 SM GROSS LEASABLE AREA BETWEEN 501 TO 1860 1 MEDIUM SIZE LOADING. PROVIDED 2 MEDIUM SIZE			
BICYCLE PARKING FACILITIES AS PER TABLE 7.14.9.1 CLASS 1 (LONG TERM) 1 PER 3 EMPLOYEE 26/3=8.6 ≈ 9 REQUIRE 9 PROVIDED CLASS 2 (SHORT TERM) 0.4 PER 100 SM 929=9.29X0.4=3.7 ≈ 4 REQUIRE 4 PROVIDED			



#220 - 26 Lorne Mews  
 New Westminster, British Columbia  
 V3M 3L7  
 Tel: 604.553.0044  
 Fax: 604.553.0045  
 Email: office@m2la.com



PLANT SCHEDULE		M2 JOB NUMBER: 19-016	DATE: FEB/20/21
KEY QTY	BOTANICAL NAME	COMMON NAME	PLANTED SIZE / REMARKS
4	EXISTING TREE TO BE RETAINED	PLANE TREE	RETAIN
10	BUXUS SEMPERVIRENS	COMMON BOXWOOD	#3 POT; 40CM
9	HYDRANGEA MACROPHYLLA 'NIKKO BLUE'	BIGLEAF HYDRANGEA, BRIGHT BLUE	#3 POT; 80CM
14	ROSA 'ALBA MEIDLAND'	ALBA MEIDLAND ROSE; WHITE	#2 POT; 40CM

NOTES:  
 \* PLANT SIZES IN THIS LIST ARE SPECIFIED ACCORDING TO THE BC LANDSCAPE STANDARD, LATEST EDITION. CONTAINER SIZES SPECIFIED AS PER CM1A STANDARDS. BOTH PLANT SIZE AND CONTAINER SIZE ARE THE MINIMUM ACCEPTABLE SIZES FOR THE SPECIFICATIONS FOR THE PROJECT. THE LANDSCAPE ARCHITECT AT SOURCE OF SUPPLY AREA OF SEARCH TO INCLUDE LOWER MAIN AND FRASER VALLEY. \* SUBSTITUTIONS: OBTAIN WRITTEN APPROVAL FROM THE LANDSCAPE ARCHITECT PRIOR TO MAKING ANY SUBSTITUTIONS TO THE SPECIFIED MATERIAL. UNAPPROVED SUBSTITUTIONS WILL BE REFLECTED. ALLOW A MINIMUM OF FIVE DAYS PRIOR TO DELIVERY FOR REQUEST TO SUBSTITUTE. SUBSTITUTIONS ARE SUBJECT TO BC LANDSCAPE STANDARD - DEFINITION OF CONDITIONS OF AVAILABILITY.

**ALL PLANT MATERIAL MUST BE PROVIDED FROM CERTIFIED DISEASE FREE NURSERY. PROVIDE CERTIFICATION UPON REQUEST.**

**LANDSCAPE PLAN**  
 DRAWING NUMBER: L1  
 DRAWN: HTL/H  
 DESIGN: HTL/H  
 CHKD: HTL/H

**DAYCARE RENO**  
 12033 RIVERSIDE WAY  
 RICHMOND, B.C.

PROJECT: DAYCARE RENO

NO. DATE REVISION DESCRIPTION DR.

DATE: FEB/20/21  
 SCALE: 1/8"=1'-0"  
 DRAWN: HTL/H  
 DESIGN: HTL/H  
 CHKD: HTL/H

M2LA PROJECT NUMBER: 19-016  
 OF 2

19-016-027