



City of Richmond

Report to Committee

To: Planning Committee
From: Joe Erceg, MCIP
General Manager, Planning and Development
Re: Hamilton Area Plan Update Options

Date: November 29, 2011

File:

Staff Recommendation

That, as outlined in the staff report dated November 29, 2011 from the General Manager, Planning and Development, entitled: "Hamilton Area Plan Update Options", Option 1 be endorsed.

Joe Erceg, MCIP
General Manager, Planning and Development

Att. 6

FOR ORIGINATING DEPARTMENT USE ONLY			
ROUTED TO:	CONCURRENCE		CONCURRENCE OF GENERAL MANAGER
Parks	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Engineering	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Transportation	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Development Applications	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Environmental Sustainability	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Community Social Development	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
REVIEWED BY TAG	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	REVIEWED BY CAO
			YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

Staff Report

Origin

At the July 5th and 19th, 2011 Planning Committee meetings, the Committee and staff discussed options for undertaking a community planning process to update the Hamilton Area Plan aimed at densifying the Hamilton Neighbourhood Shopping Centre and Sub-Areas 2 and 3. Staff indicated that a report would be brought to Planning Committee in the Fall 2011. This report presents the context, details and options to update the Hamilton Area Plan.

Finding Of Fact

Planning Context

The context to update the Hamilton Area Plan involves the:

1. 1995 Hamilton Area Plan,
2. April 2011, Council endorsed 2041 OCP Update Concept, and
3. June 2011 proposal from Oris Development (Hamilton) Corporation which has redevelopment interests in and around the Hamilton Bridgeview Shopping Centre.

The 1995 Hamilton Area Plan

The 1995 Hamilton Area Plan requires that, before re-development occurs in residential Sub-Areas 1, 2 and 3 (**Attachment 1**), more public consultation and detailed planning are to be undertaken, to better clarify:

- the community's land use and amenity preferences,
- the type and amount of preferred new development,
- the required servicing capacity to support new development, and
- the Richmond elementary school capacity to support new development.

As the above requirements have been met for Sub Area 1, which has since been developed, the focus is on ensuring that the above requirements are also met for Sub Areas 2 and 3.

The 2041 OCP Update Concept: Densifying Neighbourhood Shopping Centres

As part of the 2041 OCP Update Concept, with public support, in April 2011, Council endorsed undertaking more detailed planning to densify the Hamilton, East Cambie, Blundell and Garden City neighbourhood shopping centres (e.g. 400 metres [+/-] around each shopping centre), after the 2041 OCP update is completed in 2012. The 2041 OCP Update Concept anticipates that with Council's direction, staff will lead and undertake a planning process first for the Hamilton Neighbourhood Shopping Centre, as the Hamilton community strongly supports such a process. Then, City staff would focus on the East Cambie, Blundell and Garden City shopping centres, with Council setting the sequence of plan preparation. Each process is anticipated to take approximately one year.

In addition, the 2041 OCP Concept provides flexibility as it enables Council to consider having developers, with City supervision, undertake and pay for the planning processes for the Blundell and Garden City Shopping Centre areas. This flexibility is provided as it worked successfully in Broadmoor and enables the timely redevelopment of that shopping centre and provision of community benefits.

Oris Development (Hamilton) Corporation's Proposal

On June 15, 2011, the Oris Development (Hamilton) Corporation, offered to undertake a densification planning process around the Hamilton Bridgeview Shopping Centre, under the City's direction, instead of having the City do the planning, as intended in the Council endorsed 2041 OCP Concept (**Attachment 2**). Oris is proposing to do this, as it has interests in the Hamilton Bridgeview Shopping Centre and lands to the north and west, and wishes to have them re-planned and rezoned to densify them in an "expeditiously as possible" manner (see **Attachment 3** for current Oris land interests). The affected planning area would involve Sub Area 3, a 400 metre (+/-) area around the shopping centre, and lands to the south of the Centre.

At Oris' initiative (not the City's), two community stakeholder focus meetings were held on May 26, 2011 and July 26, 2011, to see what the community's ideas and concerns were. The preliminary community feedback indicated that the community might prefer:

- a compact community, community policing office, library, more day care space and improved health care services,
- more effective safe walkable, pedestrian and bicycle options (e.g., traffic calming), to overcome the fact that Westminster Highway divides the community, creates an obstacle to pedestrians, and leads to an unsafe feeling that causes many people to drive short distances to access nearby shopping and other community amenities,
- a broader range of retail stores such as bakeries and butcher shops, and
- an improved public realm (e.g. sidewalks to improve walkability and cycling).

The Oris offer was generally discussed at the July 5 and 19, 2011 Planning Committee meetings and, at that time, Planning Committee did not appear to favour his approach. The Committee's concerns included that City staff, not the developer should either: undertake the whole planning process, or oversee and manage the developer's work and undertake the community consultation part of the process, so that the community would receive a full range of information and options, and its wishes and feedback would be fully presented to Council. As well, Committee was concerned that starting the process before the 2041 OCP is finalized may not be in the best interests of the City or Hamilton community, as it may generate uncertainty as to what the City's and Hamilton's long term priorities are for Hamilton.

Analysis

Status of Hamilton Area Plan: Sub-Areas 1, 2 and 3

The current Hamilton Area Plan states that, before redevelopment can occur in Sub-Areas 1, 2 and 3, there must be more community consultation, and consideration of infrastructure and elementary school capacity. The status of the three Area Plan Sub-Areas is as follows:

- Sub-Area 1: As this Sub-Area has met the above Area Plan policy requirements and is nearly built out, to redevelop the remaining small area, no extra community consultation or studies are required beyond those required during the rezoning process,
- Sub-Sub-Area 2: This Sub-Area is isolated on the Richmond / New Westminster boundary and requires more consultation, planning and consideration of infrastructure and elementary school capacity,
- Sub-Sub-Area 3: This Sub-Area requires more consultation, planning and consideration of infrastructure and elementary school capacity.

Existing Land Use Characteristics of Sub-Areas 1, 2 and 3

The following describes the general characteristics of Sub-Areas 1, 2 and 3.

- Sub-Area 1:
Land Use: Residential development in Area 1 (Lower Westminster Sub-Area) is approaching build out, as approximately at 80% of the total permitted 700 dwelling units are either constructed or under application for redevelopment (e.g., townhouse). It will continue in accordance with the existing Hamilton Area Plan policies.
Services: Most of this area is serviced by City water, sanitary and storm drainage, but further upgrades are required for site specific developments.
- Sub-Areas 2 and 3 - Land Use:
A majority of the existing land uses in Sub-Areas 2 and 3 consist of single-family residential on lots ranging in size from 0.25 to 2 acres. In Sub-Area 3, there is a parcel owned by the City, which is designated for "School/Park". A majority of the remaining lots are owned by separate individuals and are designated for "Residential (mixed multiple and single-family)" in the Hamilton Area Plan Land Use Map.
- Sub-Area 2 Services: Water: This area is serviced by City water, but further upgrades may be required for specific developments. Sanitary: Existing, private on-site septic sewage disposal systems service many of the existing residential dwellings in the area. Sanitary works have been installed through the City's Capital Program to allow gravity sewer service expansion in Sub-Area 2. Future developers in Sub-Area 2 will be required to undertake the necessary works in order to connect to the sanitary system through the rezoning process. In March 2010, Council endorsed the Hamilton Area Sanitary Servicing Strategy for public consultation. The Strategy outlines the necessary works to facilitate the implementation of sanitary sewer service to Sub-Area 2. The Strategy will be considered in replanning the Sub-Area. Drainage: Consists of storm drainage in the form of open ditches and requires additional study.
- Sub-Area 3 - Services: Water: This area is serviced by City water, but further upgrades may be required for specific developments. Sanitary: The implementation of sanitary sewer works in Sub-Area 3 will occur in the future and be funded by development and City Development Cost Charges (details TBD in the area planning process). Drainage: Requires additional study.

City Staff - Richmond School Board Staff Consultation

To ensure City - Richmond School Board co-ordination, City and School Board staff have already have met several times, to discuss the planning of Sub-Areas 2 and 3. Richmond School Board staff welcome the opportunity and offered the following comments:

- Regarding Richmond Hamilton Elementary School Capacity
Currently, the Hamilton Elementary School has over 400 students enrolled, which is near the school's current capacity. The Richmond School Board submits a five-year capital plan proposal to the BC Ministry of Education on an annual basis, which includes a proposal to expand the Hamilton elementary school from current capacities. If funded, the proposed expansion will add elementary school capacity; however, until the proposed Hamilton planning program is undertaken, it is unknown if the proposed school expansion is sufficient.

– Regarding Richmond Hamilton High School Capacity

The Richmond School Board staff advises that there is no high school in Hamilton, so high school students are bussed to their catchment school - Matthew McNair Secondary. McNair currently has excess capacity, but until the proposed Hamilton planning program is undertaken, it is unknown if the current capacity available at McNair will be sufficient.

The options for accommodating any increase in elementary or high school students include utilizing existing school capacities, portables, or possibly new facilities will be explored. While portables are not preferred they enable new students to enrol which may actually assist the BC Ministry of Education in funding elementary school improvements, as the Ministry funds actual (not theoretical) school aged children demand.

Richmond Consultations with City of New Westminster and New Westminster School Board Staff

City of New Westminster: As the New Westminster community of Queensborough lies east of and adjacent to Hamilton, Richmond planning staff met with New Westminster City planning staff to discuss the opportunity to co-ordinate planning between the two neighbourhoods.

New Westminster Schools: While most Richmond school children attend Richmond schools, some attend New Westminster schools. To attend a New Westminster school, New Westminster School Board must approve Richmond students annually and may refuse if they don't have the capacity. Thus, the Richmond School Board needs to plan to accommodate Richmond students. Richmond City staff have consulted with the New Westminster (School District No. 40) staff to learn about Queensborough elementary, middle and high school capacities, and they advise of the following:

- Elementary School: There is currently one elementary school (Queen Elizabeth Elementary - K to Grade 4) and one middle school (Queensborough Middle School Grade 5 to 8) located in Queensborough. Neither of these schools currently utilizes or needs portables for classrooms to accommodate children. Both the elementary and middle school are not at full capacity with sufficient space available to accommodate additional children based on preliminary enrolment projections supplied by New Westminster School District staff. It is unknown how many Richmond elementary and middle school students currently attend or will attend New Westminster schools and this will be explored during the Hamilton area planning process.
- High School: It is unknown how many Richmond high school students currently attend or will attend New Westminster high schools and this will be explored during the Hamilton area planning process.

While consultation with the New Westminster Council and School Board is proposed, it is to be clearly noted that it is the Richmond City Council who will determine the contents of the Hamilton Area Plan Update.

Main Issues

In light of the Hamilton Area Plan requirements, the current proposed 2041 OCP Concept and the Oris proposal to undertake densification replanning around the Bridgeview Shopping Centre, the following planning issues require clarification:

- Exactly what Hamilton areas require replanning?
- Should there be one or two planning processes?
- Who and how will the planning process be managed?
- When will the planning process start?
- What will be the Terms of Reference for the planning process?

These issues are addressed below:

The Specific Proposed Hamilton Planning Areas (Attachment 4)

The following two Sub-Areas are proposed for replanning:

- Sub-Area 2: This area is on the Richmond - New Westminster border,
- Sub-Area 3 (Expanded): Includes both the current Sub-Area 3 and the Bridgeview Shopping Centre which both require more planning and consultation. Staff recommend that they be combined and also include lands to the south of the shopping centre. This approach will achieve planning and consultation efficiencies.

One Planning Processes

City staff considered if there should be one planning process for Sub Areas 2 and 3 (expanded), or two separate planning process at different times. After review, staff recommend that there be one simultaneous planning process for the above identified Sub-Area 2 and Sub-Area 3 (expanded), for the following reasons:

- Both areas require replanning,
- Developers are interested in redeveloping both Sub-Areas and the shopping centre,
- As Sub-Area 2 will benefit by the new TransLink sanitary sewer updates starting in 2012, developers are already inquiring when they can redevelop in Sub-Area 2,
- Oris is offering to undertake the planning for Sub-Area 3 and lands to the west and south, so it can redevelop sooner than later,
- Hamilton and Queensborough residents will only need to participate in one planning process, not two processes, and
- City staff will only need to manage one planning process.

For these reasons, one planning process is recommended for the above identified Sub-Area 2 and Sub-Area 3 (expanded).

Who Is To Manage and Undertake The Planning Work

City staff have identified the following options for planning Sub-Areas 2 and 3 (Expanded):

Re-Planning Options Hamilton Sub-Areas 2 and 3 (Expanded)	
Options	Description / Comments
Option 1 Recommended	<ul style="list-style-type: none"> - Theme: City Supervised - Developer Does All Work – Start Before 2041 OCP is Done - How is the planning process to be managed? <ul style="list-style-type: none"> - The City will supervise all work, including technical processes, issue scoping and public consultation, via the Terms of Reference (see below), - The developer will do and pay for all the studies and administrative work under the oversight of the City, - If approved, City staff would finalize the study Terms of Reference. - When is the planning process to start? <ul style="list-style-type: none"> - The work would start in January 2012 and take approximately a one year to complete. - Who pays? <ul style="list-style-type: none"> - The developer pays for all studies, in order to start the planning process early as City staff cannot start in January 2011, as they must first complete the 2041 OCP. - Prior Example <ul style="list-style-type: none"> - This option was successfully done for the Broadmoor Shopping Centre densification plan.
	<ul style="list-style-type: none"> - Pros <ul style="list-style-type: none"> - Enables the City to manage the process. - Enables the developer to begin earlier (e.g., in Jan 2012) than initially intended (after the 2041 OCP is completed). - Developer pays for studies. - Con <ul style="list-style-type: none"> - May not satisfy Planning Committee's concern that City staff should lead and undertake all the work, or at least manage the developer's work and lead all community consultations.
Option 2 Not Recommended	<ul style="list-style-type: none"> - Theme: City Undertakes All The Work - Start After The 2041 OCP Is Done - How is the planning process to be managed? <ul style="list-style-type: none"> - The City will supervise and do all work via Terms of Reference. - The developer will not do the work, as this option has no early start option for him. - If approved, City staff will refine the study Terms of Reference and begin the work. - When is the planning process to start? <ul style="list-style-type: none"> - This option aims at having City staff, as intended in the endorsed 2041 OCP Concept, undertake the Hamilton Area planning work, starting after the 2041 OCP is completed. It is anticipated that the work would take approximately one year to complete. - Who pays? <ul style="list-style-type: none"> - The developer does not pay for the work, as there is no early start time for him. - Prior Example: <ul style="list-style-type: none"> - This option was successfully done for the West Cambie and City Centre Area Plans.
	<ul style="list-style-type: none"> - Pro: <ul style="list-style-type: none"> - Enables the City to manage and lead the process. - City would begin the process as initially intended, after the 2041 OCP is completed. - City's pays for all work, which is within City budgets. - Con: <ul style="list-style-type: none"> - Not the developer's preference, - Would delay the re-development in these areas for approximately a year.

Summary Option 1 - Theme: City Supervised - Developer Does The Work (**Recommended**)

Option 1 is recommended as it enables City staff to continue to give proper attention to completing Council's existing priorities (e.g., 2041 OC P Update), enables a developer to start the planning process for both Sub-Areas 2 and 3 (expanded) earlier than intended and supports timely re-development in Hamilton.

The proposed Hamilton Area Planning Option 1 process will not be like the recent Cornerstone 3531 Bayview heritage zoning application, or the Oris River Drive multi family rezoning process, nor the recently proposed Leung townhouse rezoning proposal at the corner of No 2 Road and Maple Road. The proposed Option 1 approach will be City supervised, involve much more comprehensive planning and community consultation than was done for the Bayview, River Drive, and No. 2 and Maple Road rezoning proposals. The proposed Hamilton Area Plan update process will be a consultative, comprehensive and complete process similar to that undertaken for Broadmoor which was appreciated by the community and successful.

In lieu of Option 1, Option 2 is advisable, as originally intended in the endorsed 2041 OCP Concept. City staff suggested that it is not practical for City staff to lead and begin the Hamilton Area Plan Update in January 2012, as other Council priorities take precedence (e.g., completing the 2041 OCP, beginning the No 5 Road Backlands Policy Review).

Proposed Hamilton Public Consultation Area (Attachment 5):

Whichever Option is chosen, City staff propose that the whole Hamilton community be consulted when planning the above-identified Sub-Areas 2 and 3 (expanded). As well, when planning Sub-Area 2, staff propose that Queensborough residents be invited to comment with the clear understanding that Richmond Council will make the final decisions regarding any Area Plan policy changes.

The community consultation process will involve consultation with the residents, businesses and property owners to determine their interests and preferences for the above identified Sub-Area 2 and 3 (expanded). The range of public consultation approaches will include public open houses, stakeholder meetings, surveys and the City's Web site. A social media tool will be considered.

Terms of Reference for Planning Hamilton Sub Areas 2 and 3 (Expanded)

Attachment 6 includes a draft Terms of Reference (ToR) for based on Option 1 being chosen. The proposed ToR aim at preparing a comprehensive Area Plan update for Sub-Areas 2 and 3 (expanded). The highlights of the ToR include preparing: a 2041 vision, goals, objectives, improved sustainability (e.g., green buildings, infrastructure), land use, density, building height, traffic, safety, street beautification, economic viability, engineering, servicing, environmental and recreations policies, and design guidelines, as necessary. As part of undertaking a planning process based on the Option 1 ToR, the following professionals would be engaged by the developer to provide advice with the oversight of the City:

- Planner – Land use, density and building form,
- Architect – Design guidelines for buildings and open spaces,
- Environmental Consultant – Riparian / other environmentally-sensitive areas, parks,
- Geotechnical Engineer – Soil conditions for buildings and servicing,
- Servicing Engineer – Water, sanitary and storm sewer services,
- Transportation Engineer – Major road improvements and local road network, road standards, cycling and pedestrian network; and
- Other, as necessary.

Area 2 Planning Considerations: In undertaking the proposed Option 1 planning process in Area 2, the proposed land uses and densities will need to consider existing Area 3 land uses and densities and what exists and is planned for the adjacent area of Queensborough. The New

Westminster OCP designates the area adjacent to Area 2 for a range of relatively low to medium density residential uses, from single-family to detached townhouses, and low to medium density multi-family. Some of the Queensborough area further to the east at Gifford Street and Ewan Road has been recently been redeveloped, into residential and mixed-use townhouse projects between 0.70 to 0.90 Floor Area Ratios (FAR).

Area 3 Planning Considerations: In undertaking the proposed Option 1 planning process, in Area 3 (expanded), the proposed land uses and densities will need to complement:

- the existing single-family and townhouse uses in the adjacent areas to the west and south where the existing single family developments are relatively new and have somewhat larger lots (an average of 500 sq. m.) than rather than 360 sq. m. lot sizes allowed elsewhere in Hamilton, and
- the newer townhouse development (approximately 12 units/acre) to the south of the Bridgeview Shopping Centre which have a .055 Floor Area Ratio (FAR).

If Option 2 is chosen, the City would refine the ToR after the 2041 OCP is finalized.

City staff recommend that until the Hamilton Area Plan update is completed, no rezoning applications will be processed.

Next Steps

Once Council provides direction, City staff will either:

- For Option 1, finalize the ToR work program in late 2011, and in 2012 supervise the developer's work, or
- For Option 2, await the completion of the 2041 OCP Concept in 2012, refine the ToR as necessary and begin the work.

Financial Impact

Either option can be undertaken within the current City budget.

Conclusion

The 1995 Hamilton Area Plan and the endorsed 2041 OCP Update Concept require more planning and community consultation in the above identified Sub-Areas 2 and 3 (expanded) which includes the Bridgeview Shopping Centre, before redevelopment can begin.

As developers are expressing an interest in redeveloping and planning in Hamilton, City staff have identified two planning preparation options and recommend Option 1 where the City supervises the work and the developer undertakes and pays for the work.



Terry Crowe, Manager,
Policy Planning
(604-276-4139)

TTC:cas

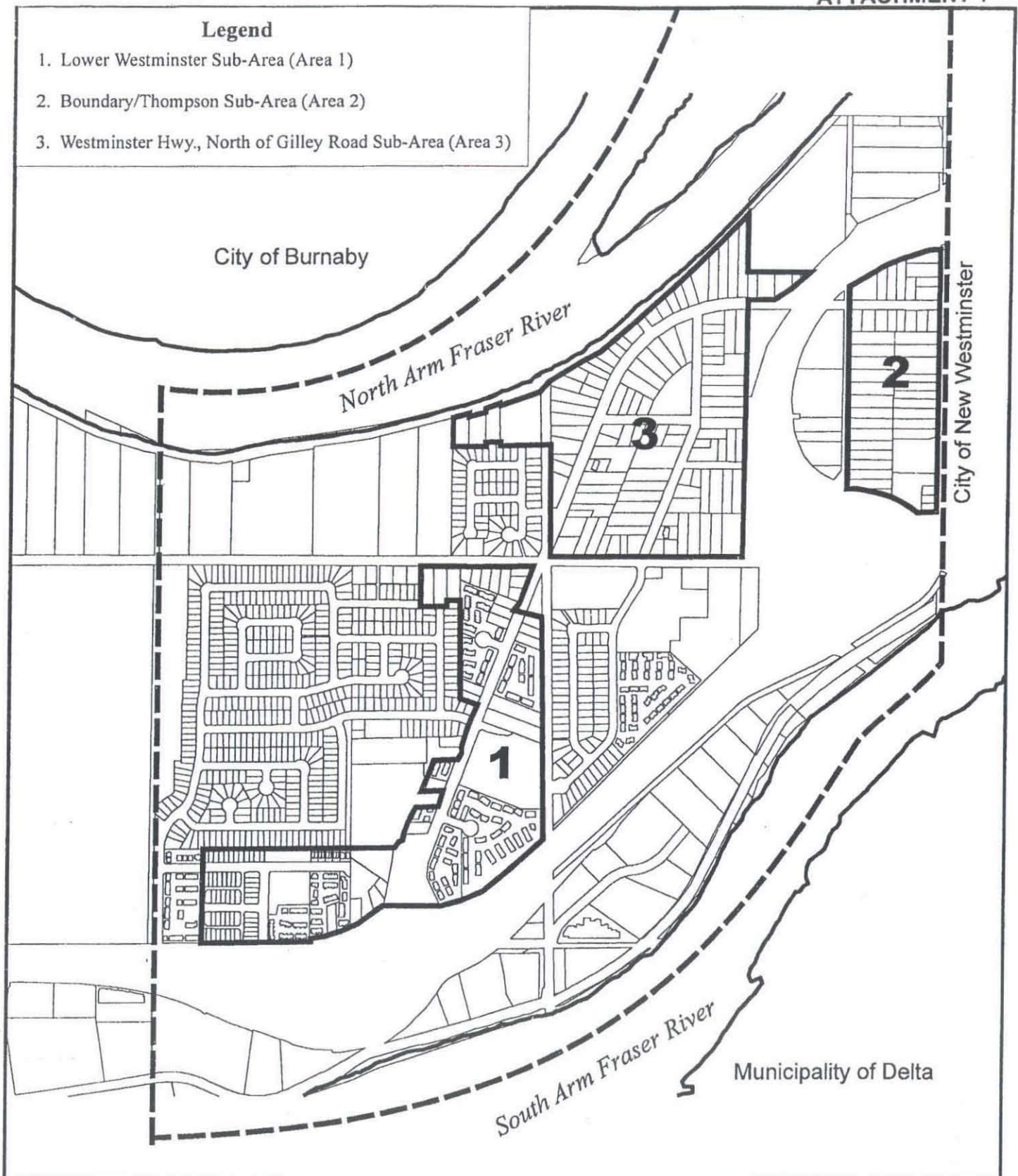


Mark McMullen, Senior Coordinator,
Major Projects
(604-276-4173)

Attachment 1	Map of the Existing Hamilton Area Plan: Sub-Areas 1, 2 and 3
Attachment 2	Oris Development (Hamilton) Ltd.'s Letter
Attachment 3	Map Showing Oris Development (Hamilton) Corporation's Land Interests
Attachment 4	Map of Proposed Hamilton Planning Areas: Sub-Area 2 and Sub-Area 3 (expanded)
Attachment 5	Map of Proposed Hamilton Consultation Area (Queensborough residents are to be consulted in replanning Sub-Area 2)
Attachment 6	Draft Terms of Reference for Option 1 To Plan Hamilton Sub-Areas 2 and 3

Legend

1. Lower Westminster Sub-Area (Area 1)
2. Boundary/Thompson Sub-Area (Area 2)
3. Westminster Hwy., North of Gilley Road Sub-Area (Area 3)



Hamilton Sub-Areas 1, 2 & 3

Original Date: 04/19/10

Amended Date:

Note: Dimensions are in METRES



Oris Development (Hamilton) Corp.
12235 - No. 1 Road
Richmond, BC
V7E 1T6

June 15, 2011

City of Richmond
Planning & Development Department
6911 No.3 Road
Richmond, B.C.
V6Y 2C1

Attention: Terry Crowe, Manager, Policy Planning

Re: OCP Review for Hamilton

Dear Terry:

As previously discussed with both yourself and Mr. Brian Jackson, Oris has acquired the northeast corner of Westminster Highway and Gilley to 23140 Westminster Highway. We intend to proceed with neighborhood consultation to rezone this property to a Comprehensive Development District zoning reflecting the City's and the community's desire to increase density around the existing shopping centre on the south side of Gilley. We have reached an agreement with Amana Developments Ltd., owners of the shopping centre at 23180 and 23200 Gilley Road, to represent their interests. We understand that the City is holding an OCP review meeting with the community on June 16th, 2011. The intent is, in part, to confirm the desire of the community for densification. Oris intends to attend this meeting representing our interests and those of Amana Developments Ltd.

It is our understanding that City staff intends to provide a report to Council informing them of the interest that Oris has expressed in executing a neighbourhood consultation process based on the Broadmoor Shopping Centre terms of reference. It is our intent to proceed with this process as expeditiously as possible. To advance this process, I would ask you to provide a link to any "needs assessment" documents the City may have related to the area. Of principle interest are assessments of the need for daycare, a community policing station and a library. However, any other studies undertaken to determine the community needs would be appreciated. As well, it would be helpful to know of any transportation, transit improvements and public space improvements planned for the area under the Transportation Department, Engineering Department or Parks Department.

As you are aware, Oris has held a community focus group meeting (Thursday, May 26th, 2011 at the Bethany Baptist Church). Some of the preliminary comments we have received involved the opportunity to provide space for:

- a community police station
- a library.
- additional daycare space to augment the daycare operated in the Bethany Baptist Church.

Community Policing Office

I understand there has been discussion with the community about a Community Policing Office. I understand the new community centre presently provides space for the RCMP. I have spoken with Phyllis Carlyle about this issue and would appreciate the opportunity to discuss further what the needs of community might be and what impact our project might have on those needs.

Telephone: 604.241.4657 / www.orisconsulting.ca

PLN - 128



Library

With regard to a possible library, the community focus group expressed an interest in having such a facility in the area. In conversation with Greg Buss, it was suggested that a facility of approximately 4000 square feet would be the appropriate size for the Hamilton community. Provided that the development proposal achieves a level of density to support the contribution of this amount of space, we would like to continue the dialogue about a library with the Library Board and the City to determine if this would be desirable from the City's perspective.

Daycare

I understand from John Foster that the daycare in the Translink facility will be owned by the City and operated by a not for profit society. I would request that a meeting between ourselves, the Bethany Child Care operator and City staff to assess the needs of the community and to ensure that there is coordination between the R.F.P. the City intends to issue for the Translink facility, the existing daycare and any additional space or support that our project may contribute.

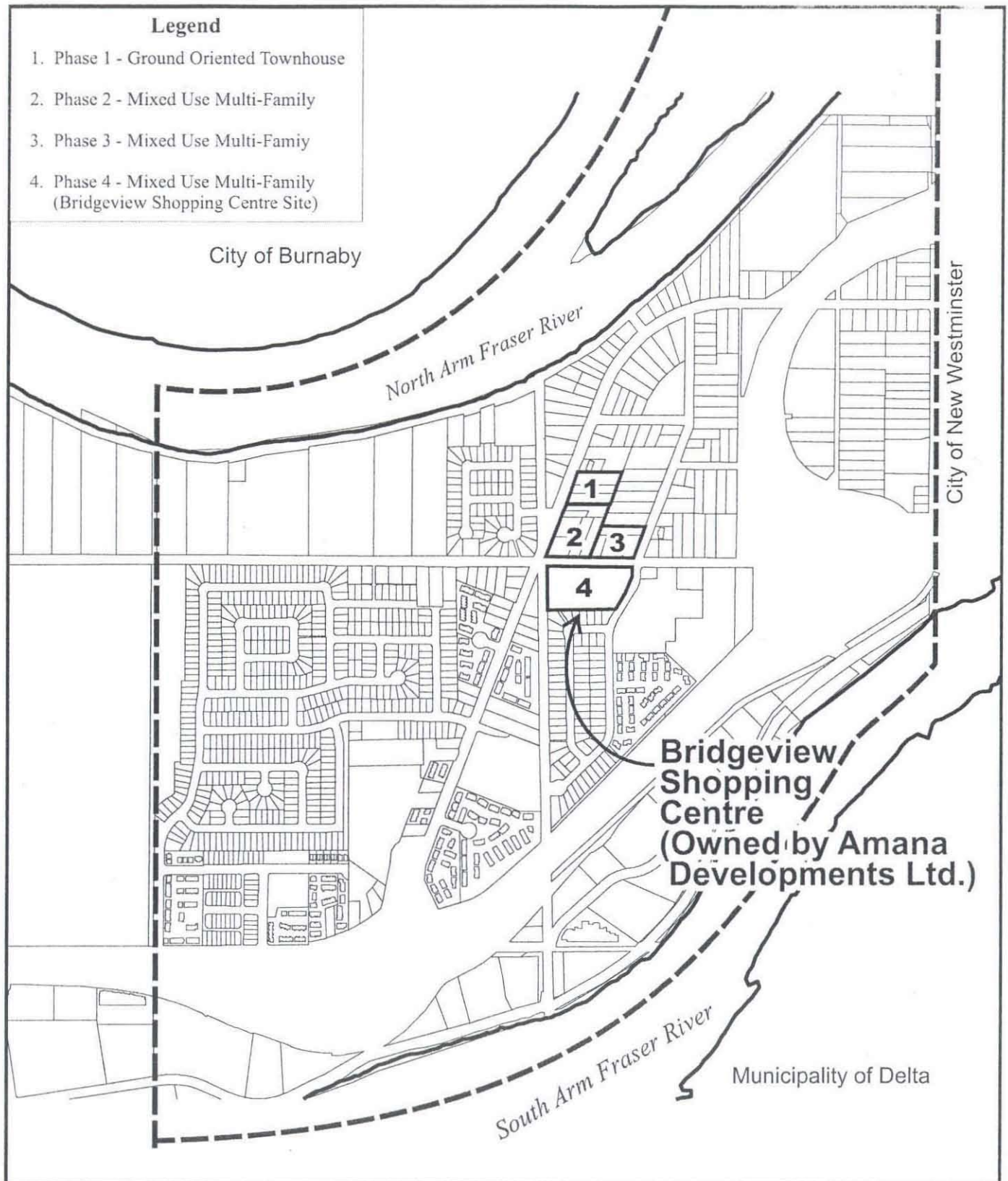
Some discussion was had about the possibility of relocating some of the health care services displaced from the former Mitchell School site. I would appreciate any information the City has on what services were housed there and if there is a need for a facility to house those services and if the Hamilton area is an appropriate location for them.

As we progress in our conversation with the community, I am sure that other ideas will surface. I look forward to working with the City and the community stakeholders to prioritize these needs and to ensure that the development contributes an appropriate level of support relative to the scale of the development. Oris will be holding a second focus group meeting in July. As soon as a date and location are confirmed, I will ensure you have that information. I would appreciate any feedback you can provide prior to that meeting with a view to ensuring Oris does not misrepresent the possibilities to our focus group.

Sincerely,

Dana Westermarck
President
Oris Development (Hamilton) Corp.

Cc: Brian Jackson, Director of Planning
John Foster, Manager of Community Social Development
Phyllis Carlyle, General Manager, Law and Community Safety
Greg Buss, Chief Librarian
Simon Ho, Oris Consulting Ltd.

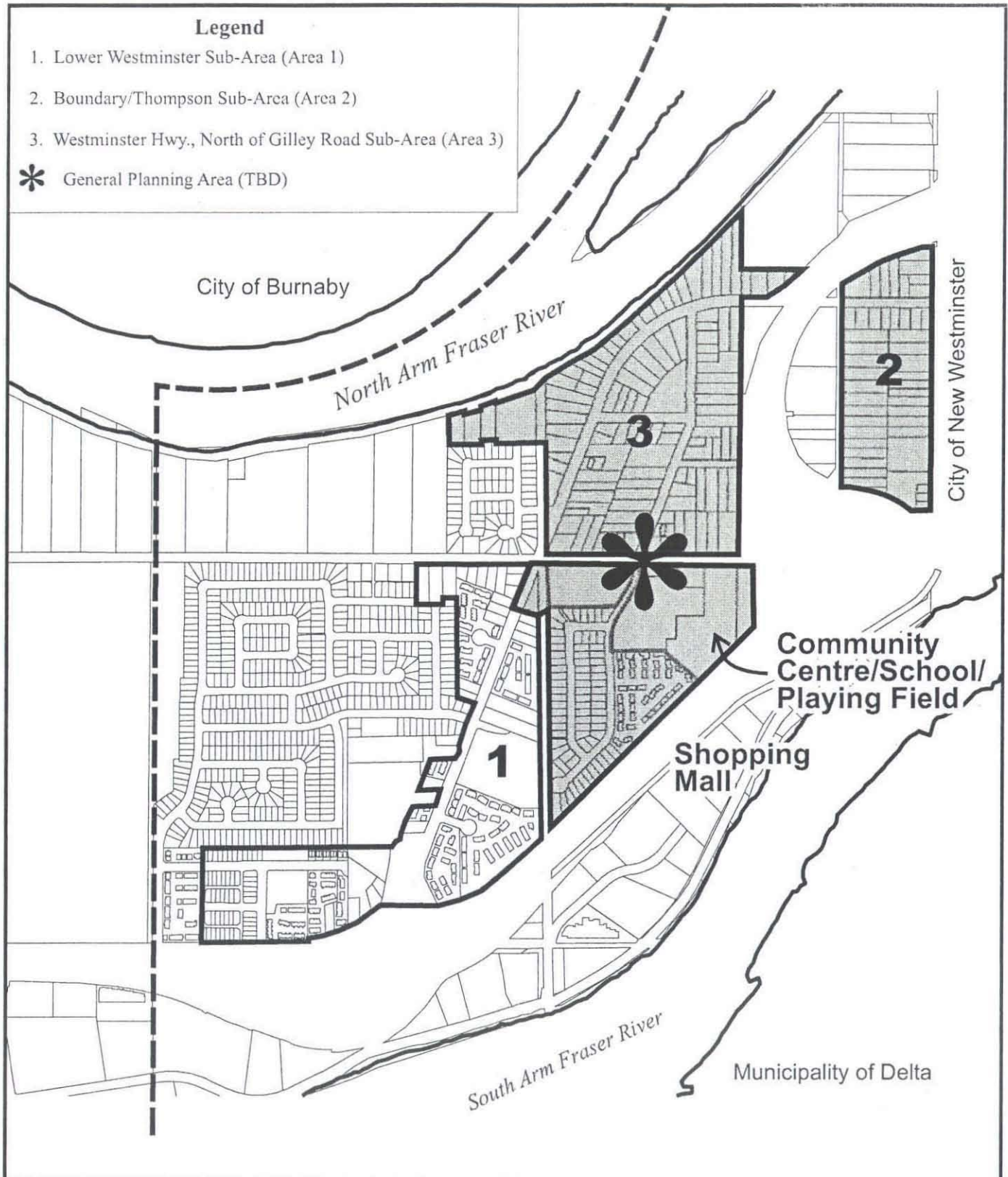


Oris Development (Hamilton) Corp's
Current Land Interests
Hamilton Neighbourhood

Original Date: 11/16/11

Amended Date:

Note: Dimensions are in METRES

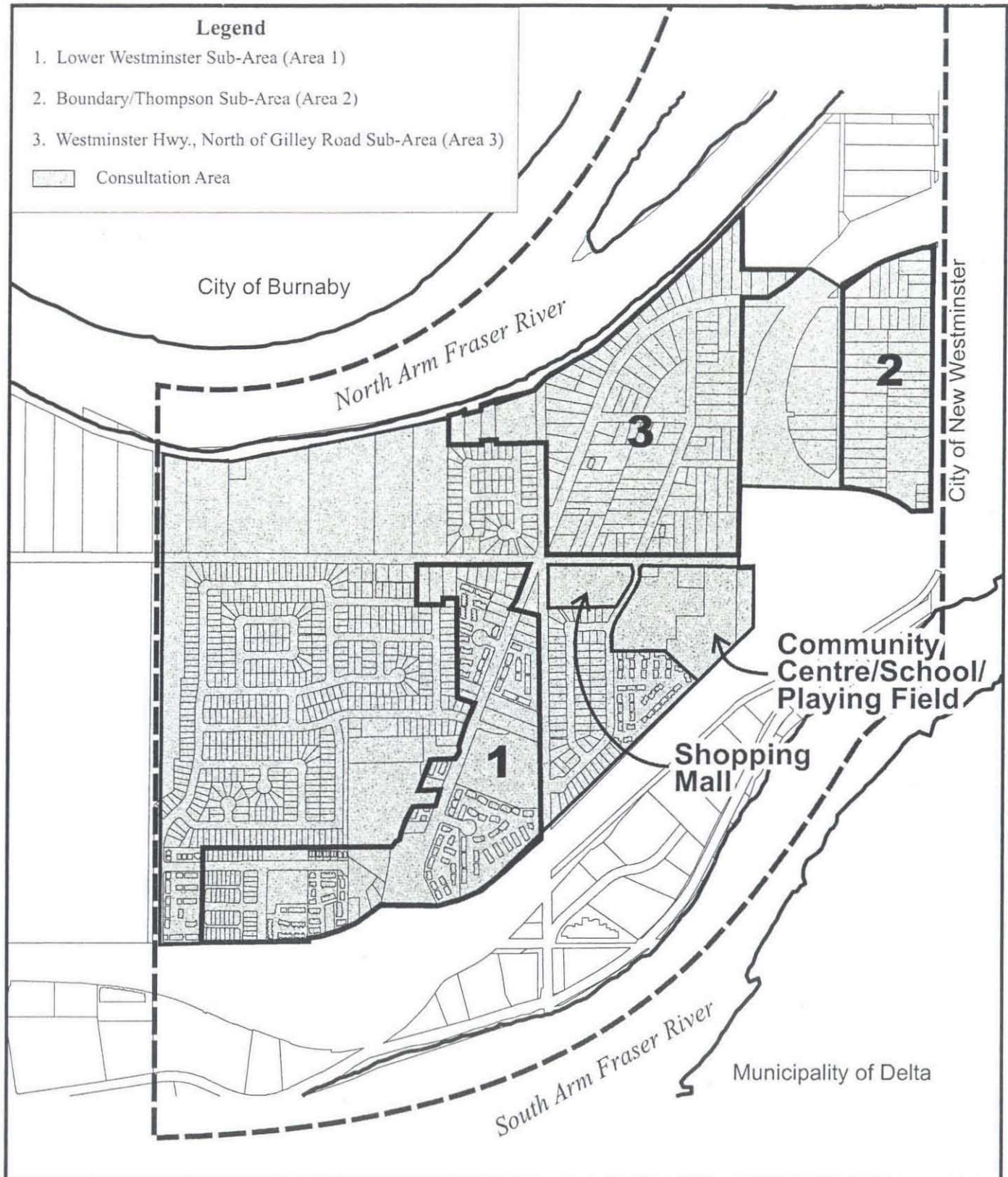


Hamilton Planning Areas (Shaded Areas)

Original Date: 04/19/10

Amended Date: 11/09/11

Note: Dimensions are in METRES



Hamilton Neighbourhood Centre Planning Consultation Area

Original Date: 04/19/10

Amended Date: 06/14/11

Note: Dimensions are in METRES

November 29, 2011

**DRAFT Terms of Reference
For Option 1 To Plan Hamilton Sub-Areas 2 and 3 (Expanded)**

1. Status

- These draft Terms of Reference will be modified based on Council's direction.
- **These Terms Of Reference are to be read in conjunction with the November 23, 2011 Hamilton Area Plan - Planning Options Report to Council.**

2. Purpose

The purpose of the Terms of Reference (TOR) is to provide the City and developers with certainty by which:

- A developer, under City supervision, can undertake a planning and public consultation process for Hamilton Sub-Areas 2 and 3 (Expanded).
- After the Hamilton Area Plan is updated, developers may submit development applications to redevelop the Sub-areas.

In this manner, there will be an appropriate planning framework which reflects community preferences and can be used to assess the appropriateness of specific development applications.

3. Consultation Considerations

The planning consultation area is to be all of Hamilton and for Sub-area 2 include Queensborough residents.

The Richmond School District, the City of New Westminster and the New Westminster School Board are to be consulted. The following school matters are to be addressed

- Review the existing capacities at the Hamilton Elementary School for school aged children.
- The Richmond School District will be consulted throughout the development of the Master Plan.
- Residential growth will be aligned with options to provide appropriate space for school age children within existing facilities. The Richmond School District and Province will determine if school expansion (through temporary – portables or permanent school expansion) is necessary based on the growth of school-aged children in the area.

4. Hamilton Area Plan Requirements

The Hamilton Area Plan (HAP) requires that, before re-development occurs in the Sub-Areas 2 and 3 (expanded)

- Additional public consultation is to occur, to learn the community's land use preferences;
- More detailed planning is to occur, to better clarify and manage the type and amount of preferred development;
- The City's infrastructure capacity to service new development is to be clarified; and
- The Richmond and New Westminster School Board's ability to provide elementary schools is to be clarified.

5. Existing 1999 Official Community Plan (OCP) Policies for All Neighbourhood Centres

An objective of the OCP is to maintain a hierarchy of retail and personal service locations in the City (e.g., City Centre, neighbourhood centres, local commercial centres). The neighbourhood centres and local commercial centres are outside the City Centre and are intended to meet community-wide and neighbourhood needs. The OCP identifies seven "Neighbourhood Centre" locations one of which is the Hamilton Neighbourhood Centre.

The existing broad OCP Neighbourhood shopping centre development policies emphasize:

- Fostering a "village" character for neighbourhood retail districts outside the City Centre;
- Enhancing neighbourhood shopping centres by:
 - Supporting their development and use as neighbourhood service centres by encouraging neighbourhood services and amenities to cluster in their vicinity,
 - Improving the pedestrian, bike, wheelchair and scooter-friendliness of these centers, to achieve a "main street" gathering place for the surrounding neighbourhood;
- Encourage the development of small, pedestrian-friendly, streetfront convenience and personal service facilities on major roads to complement neighbourhood service centres and meet the needs of surrounding residents; and
- Limit strip retail and large warehouse-style "big box" retail to specific locations identified for auto-oriented commercial use, paying special attention to design and traffic circulation.

6. Relevant OCP Policies for the Hamilton Area Neighbourhood Shopping Centre Area

The relevant OCP policies for the Hamilton Neighbourhood Shopping Centre Area are:

- Provide opportunities for viable commercial development within the established commercial core to serve the day to day needs of the area residents and workers;
- Keep Hamilton's commercial core in its present central location;
- Evaluate the need for additional commercial space when the populations of Hamilton and Queensborough grow;
- Recognize the physical impact of business activity on Hamilton by acknowledging travel patterns in transportation improvements and by controlling design impacts through design guidelines; and
- Minimize impacts between proposed business uses and established residential neighbourhoods.

Note: Other OCP policies (e.g., growth management, housing choice, neighbourhood characteristics and design, transportation, the natural environment, parks and open space, community facilities and services, city infrastructure, flood protection) in Schedule 2.14, "Hamilton Area Plan", are also to be considered.

7. Hamilton Neighbourhood Shopping Centre Area Planning Considerations

The following principles are to be addressed in the Hamilton Neighbourhood Shopping Centre Master Plan:

- Emphasize Sustainability (e.g., social, economic and environmental, the City's Green Building policies, infrastructure);
- Achieve a Compact Community:
 - Better integrate development with the surrounding urban fabric,
 - Foster a pedestrian-friendly, mixed-use (e.g., residential, office, commercial) neighbourhood,
 - Allow new uses including interior and exterior oriented retail uses,
 - Encourage street-oriented retail and the development of a 'high-street' concept along Gilley Road,
- Improve connectivity and transit to and from the shopping centre;
- Encourage a more integrated access network of street, bicycle and pedestrian paths to enhance non-car land uses;
- Improve linkages to the surrounding neighbourhood (including improved pedestrian crossing of Gilley at relevant locations);
- Improve transportation including circulation, parking and loading areas, and pedestrian and cycling connections;
- Encourage alternatives to the car (e.g., bus passes, bicycle facilities, and walking), within a 5 to 10 minute walking distance (400 to 800 metres; 1,200 to 2,500 feet);
- Improve pedestrian and traffic safety;
- Improve economic viability for existing and proposed business uses;
- Community benefits provided by developers to provide community amenities that are commensurate with the development and do not compromise economic viability of developments.

The proposed land uses and densities in Areas 2 and 3 should complement the existing single-family and townhouse uses in the adjacent areas of Hamilton to the west and south, and across Boundary Road in Queensborough to the east.

The current Bridgeview Shopping Centre site should be redeveloped into an urban mixed-use neighbourhood with a variety of building forms which complement adjacent areas and consider:

- The building forms and a mix of 3 storey townhouse and 4-storey mid-rise buildings (All-Residential or Mixed Multiple-Family Residential/Commercial),
- Buildings of varied heights, and
- Mixed use and commercial buildings with a mix of interior-oriented retail and street-oriented retail along Gilley Road (Main Street).

8. General Considerations For Sub-Areas 2 and 3 (Expanded)

The following concerns are to be considered and addressed in the planning process:

- A Community Vision:
 - An overall area Neighbourhood shopping centre vision and character statement (e.g., retail and residential streetscapes, Gilley Road, New Westminster Highway and Smith Drive streetscape).
- Mixed Use Types and Quantities:
 - The land use types and amounts that are needed and likely to be achieved in this location.

- Density and Land Use
From the proposed 2041 OCP Concept, the following density framework has been prepared as a guide and may be changed during the planning process.
 - Sub Area 2
This area is envisioned to be primarily townhouse and possible duplex and triplex multiple-family residential.
 - Sub-Area 3 - Neighbourhood Shopping Centre Inner Core
The inner core would include commercial, townhouse and apartment multiple-family, mixed-use and institutional uses.
 - Sub-Area 3 - Neighbourhood Shopping Centre Outer Core
The outer core is the area within a 5 minute walk to the inner core and would include commercial and townhouse multiple-family uses.
- Building Heights
 - Within the Bridgeview Shopping Centre and along Gilley Road ("Main Street"), the building heights are to be varied and the maximum building height is to be no more than 4 storeys above parking.
 - Buildings with affordable housing or institutional uses may be higher than 4 storeys up to 6 storeys above parking.
- Building Form:
 - For all uses, a variety of building forms;
 - For residential uses, 3 storey townhouses, mid-rise buildings and townhouses.
- Urban Design
 - Public safety (CPTED) must be incorporated into building and landscaping designs.
 - Provide community focal points and elements to give a sense of place.
 - Improve streetscape and the public realm (e.g., medians, boulevards, street furniture).
- Amenities
 - Identify any current gaps in community amenities (e.g., childcare, parks) and the anticipated need for them.
 - Provide more built affordable housing and child care facilities.
 - Enhance parks, trails, community facilities, recreation and public plazas.
 - Public art.
- Transportation
 - Transit – Enhance transit service to the neighbourhood shopping centre that provide linkages to regional centres and other neighbourhood centres in Richmond. Ensure transit stops and related infrastructure (pedestrian linkages) are integrated in to Master Plan.
 - Pedestrians – Provide a safe, convenient and integrated walking environment to facilitate pedestrian movements to and from the neighbourhood shopping centre and surrounding areas (e.g., school/community centre, surrounding residential areas).
 - Cycling – Enhance cycling infrastructure and maximize opportunities to promote cycling as a mode of transportation to/from the neighbourhood shopping centre and promote linkages to existing established cycling routes;
 - Street network – Improve circulation and accessibility by reviewing the existing street network to ensure it safely accommodates multiple modes of transportation (car, bike, pedestrian) and requiring new roads, frontage and road upgrades in conjunction with development proposals.
 - Access to Arterial Roads – Access for new developments to Westminster Highway (Major Arterial) and River Road (Local Arterial) should be limited and existing accesses removed when possible and designed to address site specific concerns.
- Engineering Planning and Services
 - Infrastructure Upgrades (water, sanitary sewer, storm drainage):
 - The existing water, sanitary sewer, storm drainage capacities are to be identified; and
 - The proposed improvements to accommodate new land uses are to be identified.
 - Developments will provide the necessary infrastructure needed (sanitary, water and storm) based on existing City servicing plans (e.g. sanitary) or develop servicing plans for approval by the City. In addition to servicing works being undertaken by developers, the City will review capital works and DCC programs to determine any appropriate projects for the area due to possible changes in DCC – funded services resultant from proposed changes in land use.

- Parks
 - Establish linkages for pedestrian movements to and from community destinations (school, community centre, neighbourhood centre), parks, trails through the neighbourhood shopping centre area and surrounding area and facilitate linkages through way-finding signage.
 - Provide strong linkages to the waterfront for both development proposals and public trails.
- Environmental Sustainability
 - Sustainability: Maximize opportunities for sustainability and ensure that all developments incorporate sustainability measures,
 - Ecological Resources: Manage existing ecological resources in the area (e.g., RMAs [e.g., Queens Canal], waterfront, ESAs) and integrate park related developments and infrastructure within this context.
 - Important Water Elements: Water Recognize that watercourses, canals and the waterfront as strong, defining components of Hamilton's natural landscape,
 - Stewardship: Foster community environmental stewardship.
 - Riparian Design Considerations: Incorporate the riparian element into the character and design of new development (e.g., the shopping centre, residential, parks)
 - Provincial Contaminated Sites Regulation: Address contaminated sites.
 - Enhance: Protect, restore and enhance ESAs / RMAs.
- Flood Protection – as per City policies and bylaws

9. An Implementation Program

An Implementation Program is required and is to include:

- effective planning policies and design guidelines;
- zoning and building requirements;
- a Financing Program which shows:
 - Costing and paying for desired public amenity and infrastructure upgrades (e.g., amenities, public realm improvements, streetscape upgrades, public art);
 - How much each element (e.g., infrastructure, amenities, public realm improvements, streetscape upgrades) will cost, on site and off site;
 - Identifies sources and timing of revenue for the improvements, including:
 - Direct development payments for works adjacent to redevelopment sites (e.g. sidewalks, street lighting, landscaping);
 - Current and additional DCC payments at subdivision and building permit (open space improvements, street works, servicing upgrades and daycares);
 - Amenity costs generally at rezoning (e.g. required and voluntary contributions);
 - Amenity costs at rezoning for a density bonus.
 - a public amenity and infrastructure phasing plan;
- measure to ensure that City costs related to new development and associated amenities are to be zero or minimal.

10. Process, Studies and Schedule

- City Staff Team and Role
A City staff team will be responsible for the overall management of the process, supervising the developer and ensuring that the Terms of Reference are addressed. The City staff team membership will include staff from Planning, Development Applications, Transportation, Economic Development, Engineering, Parks and Environmental Sustainability.
- Developer Proponent Role
Proponents will be responsible for doing all the work at their expense. The proponent will undertake necessary studies including:
 - Demographics
 - Land use (residential, commercial, office)
 - Economic: a study of the market potential of proposed developments in the Master Plan at the existing Bridgeview Shopping Centre location and proposed Gilley Road Main Street and financial feasibility of redevelopment (e.g. opportunities and constraints to new development, including residential and retail/service uses).
 - Urban design (e.g. neighbourhood fit, character and streetscape)
 - Engineering
 - Flood Protection
 - Traffic and transportation

- Financing
- Proposed City and private land ownership
- Other issues identified during the course of the planning process

The proponent will engage the services of the following professionals to undertake the work:

- Planner – Land use, density and building form,
 - Architect – Design guidelines for buildings and open spaces,
 - Environmental Consultant – Riparian / other environmentally-sensitive areas and parks,
 - Geotechnical Engineer – Soil conditions for buildings and servicing,
 - Servicing Engineer – Water, sanitary and storm sewer services,
 - Transportation Engineer – Major road improvements and local road network, road standards, cycling and pedestrian network; and
 - Others, as necessary.
- Public Consultation Considerations
 - Consult with residents, property owners, tenants, businesses, community groups and stakeholders particularly by using a variety of City approved methods (e.g., open houses, mail in surveys, random telephone surveys).
 - All City residents are also to be invited to provide comments.
 - An initial open house and survey is required to provide an opportunity to identify issues and opportunities, and solutions.
 - The proponent will ensure that community needs are addressed via the creation of draft options for further review by the public and Council.
 - A follow-up open house will be held to provide an overview of the options and survey results.
 - Refinements will be made to the draft Plan based on comments received on the draft options from Council and the public at the second open house.
 - Schedule
 - The specific work schedule will be refined in discussions between City staff and the developer.

11. The Products

The study products are to include:

- survey result summaries,
- Background information and technical reports,
- Draft amendments to the Hamilton Area Plan, including: a vision, goals, objectives, policies and design guidelines;
- An Implementation Program

13. Time

The planning process is anticipated to take approximately a year.

Prepared By Policy Planning, City of Richmond.