



# City of Richmond

## Report to Committee

**To:** Public Works and Transportation Committee

**Date:** October 10, 2014

**From:** Jim V. Young, P. Eng.  
Senior Manager, Project Development

**File:** 06-2052-55-01/Vol 01

Serena Lusk  
Senior Manager, Recreation and Sports Services

**Re:** Minoru Complex Floor Plan and Preliminary Form/Character

### Staff Recommendation

That the Minoru Complex floor plan and preliminary form/character design as outlined in the attached report, "Minoru Complex Floor Plan and Preliminary Form/Character", dated October 10, 2014 from the Senior Manager, Project Development and Senior Manager, Recreation and Sports Services, be endorsed.

Jim V. Young, P. Eng.  
Senior Manager, Project Development  
(604-247-4610)

Serena Lusk  
Senior Manager, Recreation and Sports Services  
(604-233-3344)

Att. 4

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Community Social Development	<input checked="" type="checkbox"/>	
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b>	<b>APPROVED BY CAO</b>

## Staff Report

### Origin

On November 12, 2013, Council made the following resolution:

*The following Major Capital Facilities Program Phase 1 projects be endorsed and included in the City's 2014 budget process for Council consideration and described in the staff report titled, "Major Capital Facilities Program Phase 1," dated May 31, 2013 from the Director, Engineering:*

- a. A co-located Aquatics and Older Adults' Centre at Minoru 2 Field in Minoru Park (as shown in Attachments 2 & 3 and described in the staff report titled, "Minoru Older Adults and Aquatic Centre Site Selection," dated October 30, 2013 from the General Manager, Community Services and the General Manager, Engineering & Public Works.*

Council subsequently approved the following items related to the project:

- a. Capital budget (December 9, 2013);
- b. Award of Architectural and Engineering Services (March 10, 2014);
- c. Public Engagement Plan – including establishment of stakeholder and building advisory committees (March 10, 2014); and
- d. Guiding principles and program and space allocation (July 28, 2014).

Work has been ongoing in terms of all elements of the project since Council's approvals were received.

The purpose of this report is to present the floor plan design and preliminary form/character of the Minoru Complex for Council approval. Council endorsement of the floor plan and form/character design will allow staff to proceed with completion of detailed design, including parking and the urban realm, followed shortly thereafter with construction of the new facility.

### Analysis

#### Background

The total space identified for the Minoru Complex as adopted by Council in November 2013 is 110,000 square feet with a budget of \$79.6 million plus a multi-project contingency. Any addition to the program would require an increase in the project budget.

The key program decisions adopted by Council at the July 28, 2014 meeting are summarized as follows:

1. One commercial kitchen to service the entire facility.
2. Two reception desks with one specifically dedicated to older adults.

3. A single fitness centre and changerooms to service the entire facility with careful attention to design to ensure spaces within the facility can be separated and provide safety and comfort for users of all ages, abilities and cultures.
4. A combination of dedicated and 'primary' use multi-purpose rooms to ensure the needs of all users are met.
5. A 25-metre lap pool aquatic configuration plus additional leisure pool elements.

### Floor Plan Design

Since approval of the program and space allocation by Council at the July 28, 2014 meeting, work towards completing the floor plan for the Minoru Complex has been ongoing.

The architectural team first assessed requirements for the building and site including existing soil conditions, landscape, traffic analysis, and water, sewer, gas and electrical services. The team also assessed room requirements, programming goals, and adjacencies in order to develop a floor plan that works for the users.

Then through modeling, design charrettes, and consultation, floors plans were developed and refined to make best use of the space available, meet the program specifications, and allow for LEED certification.

At the same time the floor plans were in development, the building preliminary form/character was shaped to compose the look of the building. Form refers to the general shape, volume, and materials, while character refers to the style of the building.

### Public Engagement Process and Results

As outlined in the public engagement plan for the Minoru Complex, there are strategic points in the design process when both stakeholder and public input is warranted. As such, in order to receive input on the floor plans, the engagement process included the following:

- Meetings with nine stakeholder groups
  - Aquatics Services Board
  - Minoru Senior's Society
  - Richmond Centre for Disability
  - Richmond Chinese Community Association
  - Richmond Community Associations
  - Richmond Fitness and Wellness Association
  - Richmond Olympic Oval
  - Richmond Sports Council
  - Vancouver Coastal Health
- Meetings with the Stakeholder and Building/Technical Advisory Committees ("the Committees");
- Four public consultation events, two of which were held at the Minoru Aquatic Centre, and one each at Lansdowne Mall and Minoru Activity Place Centre. These consultations included opportunities for children to participate through drawings and button making;

- On line engagement using Let's Talk Richmond and [www.richmond.ca](http://www.richmond.ca) provided an update on the design process, presented the draft floor plans, and asked for input via an online survey;
- Surveys were available at the open houses and on line at Let's Talk Richmond. Over 200 surveys were completed;
- Review of best practises in services and facilities for sports, fitness, aquatics and older adults including visits to local facilities;
- Meetings with specific staff teams to identify needs and wants of current facility users; and
- Meetings with the City's Construction Manager to assess the impacts to schedule and budget based on programming and space allocation choices.

A full report on the engagement process for this stage of the project is included with this report as Attachment 2. Over 2000 people were engaged through the consultation process. The results showed a high level of support for the project.

Additional key findings included the following:

- Strong support for the proposed floor plans as presented;
- Older adults were very pleased to see the space allocation, connection to the outdoors and the separate covered entrance;
- Support for two 6-lane pools vs. one 10-lane pool;
- Suggestions and ideas that will be considered in the detailed design phase (i.e. need for hearing induction loops, flooring preferences); and
- Other suggestions and questions that are not part of this process (i.e. the future of the existing facilities).

As well, there were some topics raised through the engagement process that required further exploration including the following:

- The amount of water space and types of water spaces sufficient to meet the needs of the community now and into the future;
- The degree of separation required between the facility lobby and the dedicated older adults reception desk; and
- The most appropriate proportion of universal to gender-specific change rooms.

Each of these topics was discussed with the Committees and is described in more detail below.

#### Advisory Committee Input

The Committees discussed key floor plan and preliminary form/character design topics at their October 9, 2014 meeting. A description of these topics and the advice provided by the Committee members follows below:

## Water Spaces

Comments and questions about the amount and configuration of water spaces were heard throughout the engagement process. In particular, whether there would be enough lap swimming space available. A comparison of current water spaces at Minoru versus planned water spaces at the new facility (Table 1 below) was provided to the Committees and a discussion occurred regarding the opportunities for transferring current activities which happen in lap swimming areas such as children's swimming lessons to the leisure teach pool area. Staff also identified that the "Teach Lanes" adjacent to the leisure pool had been increased from 20metres to 25metres to ensure they could also serve a lap swimming function. The Committees provided the advice that the current water configuration, with the inclusion of the 25m teach lanes, would service the needs of the community.

Table 1: Comparison of current versus future water spaces

<b>Current Minoru Aquatic Centre</b>	<b>Future Aquatic Centre</b>
Teach Pool: 1,460 ft <sup>2</sup>	Leisure and Teach Pool: 7,160 ft <sup>2</sup>
Minoru Lap Pool: 3,710 ft <sup>2</sup>	Lap Pool 1: 4,040 ft <sup>2</sup>
Centennial Lap Pool: 4,150 ft <sup>2</sup>	Lap Pool 2: 4,040 ft <sup>2</sup>
Hot Pool: 520 ft <sup>2</sup>	Hot pools and Cold Plunge: 1,510 ft <sup>2</sup>
Total: 9,840 ft <sup>2</sup>	Total: 16,750 ft <sup>2</sup>
	Increase in Space: 6,910 ft <sup>2</sup>

## Separation of Lobbies

Through the engagement process, there were concerns raised about the need to ensure safety of older adults and avoid conflicts among users by keeping spaces separate. However, the connection between the dedicated older adults' space and the facility lobby on the main floor is important to individuals likely to use both facilities. A number of options for this connection area were discussed with the Committees and included solid doors, moving doors and swipe card access. The Committees provided the advice that the separation of the lobbies should be designed to provide for flexibility in the future.

## Changerooms

There was a high level of interest in changerooms through the consultation process. Most feedback was very positive as this is an area in which the current Minoru Facility is underserved. The Committees discussed the need to work through this area more thoroughly to ensure the proportion of gender specific and universal changerooms meets the needs of the entire community with particular attention to be paid to cultural needs and gender needs.

The Committee members also provided some suggestions regarding operations related to the food services, parking and proximity of certain activities to others. These suggestions will be considered through the detail design and business planning stages.

Finally, the Committees were shown some initial renderings of the preliminary form/character as well as a model. No specific advice was sought from the members on this topic. However, general comments were very positive.

### Floor Plans

Floor plans have been developed based on the program spaces approved by Council in July 2014 and were assembled and arranged to create the drawings included as Attachment 3.

The intent of the floor plans is to suit the building function and also satisfy items such as the building code and City bylaw requirements for items such as exiting, site setbacks and maximum building height.

The proposed floor plans were supported through the feedback received in the public engagement process and meet the guiding principles of the project in the following manner:

	<b>Guiding Principle</b>	<b>Floor Plan Alignment</b>
✓	Be Exceptional	Community needs for now and in the future are being met in innovative ways such as two lap swimming pools of different depths and temperatures and the double-height, prominently featured older adults lounge area.
✓	Be Sustainable	The floor plans are achievable within the budget, they have been modified in response to a transparent community engagement process and they respond to opportunities to assist with LEED certification such as the significant use of natural light.
✓	Be Accessible	Both cultural and physical accessibility are addressed through a variety of ways including private spaces for individual groups and large corridors for easy mobility access.
✓	Be “A Centre for Excellence” for Active Living and Wellness	The floor plans create opportunities for all users to engage in passive, active and social recreation.
✓	Be Synergistic	There is a balance between dedicated spaces and flexible, multi-purpose spaces to meet the needs of all users. There are also opportunities for promoting intergenerational programming and activities.
✓	Be Connected	Clear connections to the outdoors have been considered and activities which most benefit from adjacent outdoor space have been located appropriately.

Highlights of the proposed floor plan design are as follows:

*Older Adults Component* – The Older Adults Space has been designed on two floors with a dedicated entrance and lobby. It is distinctly separate from the Aquatics and Outdoor Field Sports portions of the facility. Level 1 comprises most of the functions that are currently in place at the existing Minoru Activity Centre with access/views to the adjacent plazas and highlighted by an open, two storey fireside lounge area. Level 2 is comprised mostly of small to large multi-purpose rooms with the older adults fitness area integrated with the other fitness space. Through equipment selection and programming, an older adults program will be provided within the fitness area.

*Aquatic Component* – The aquatic space is contained entirely on Level 1 while fitness and tenant space is located on Level 2. Lap swimming has been located in 2 separate, 6-lane 25-metre pools on the north side of the facility, adjacent to the sauna, steam room, small hot pool and cold plunge pool. The leisure pool and large hot pool area are all located on the south side of the facility. Two viewing areas have been provided on deck.

*Field Support Component* – Field support space is located on two levels and is intended to replace the recently demolished Minoru Pavilion. Level 1 comprises eight team rooms complete with showers/washrooms, storage, referee rooms, public washroom, first aid room, office and concession. Level 2 provides for outdoor viewing space and a large multipurpose room.

#### Preliminary Form/Character Description

Key features of the proposed building shape include an orientation to maximize natural light, views to the fields, oval track and mountains as well as connections to three plaza areas around the building perimeter.

The building character is defined by multiple curved roofs that facilitate the use of natural light.

The proposed preliminary form/character design has been included as Attachment 4. Should council approve these floor plans and preliminary form/character design, staff will proceed with preparation of detailed design drawings. Staff will also ensure that the preliminary form/character design is presented to the City's Advisory Design Panel (ADP) for review and comment. The ADP review will include the building preliminary form/character in addition to the urban realm design, parking and landscaping for the site. Recommendations from the ADP will be considered as the project proceeds to the detailed design phase. It is anticipated that refinements to the drawings presented in Attachment 2 will be required as the detailed design phase proceeds.

#### Next Steps

Should Council approve the floor plans and preliminary form/character design, staff will proceed with preparation of detailed design drawings. This is a process by which all building components, materials, colours and systems are coordinated and described through detailed drawings and specifications.

This detailed design process will also include meetings with stakeholders for each functional area of the new facility to establish requirements to a high level of detail.

Staff has also made allowances for specialty consultants to assist and facilitate the detailed design process. For example, the kitchen design will be developed through meetings with representatives from the Minoru Senior's Society including their chef, the City's architect and their specialist kitchen design sub-consultant, the City's Construction Manager and staff. This process will be similar for the entire facility design.

It is anticipated that advice from the Committees will be sought at milestones through the detailed design process. It is likely the advice received through these meetings in combination with the stakeholder groups will require small changes to the floor plans and preliminary form/character design.

Public input will sought at strategic points through the detailed design and construction phases.

Completion of detailed design drawings and commencement of construction tendering is scheduled for early 2015. A project schedule has been included as Attachment 4.

The final outcome will be a fully coordinated set of documents for final pricing through the City's construction manager and a set of drawings to provide the contractor with all the information necessary to construct the building.

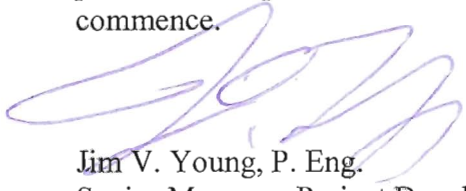
Urban realm design is also in progress which includes Minoru Precinct pedestrian connections, landscape and parking design. It is anticipated a report in this regard will be presented to Council near the end of 2014.

### **Financial Impact**

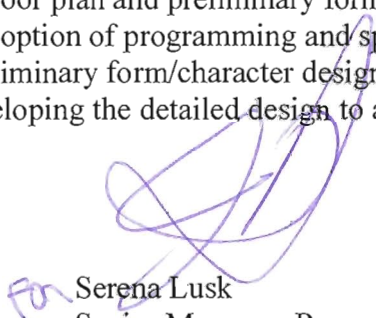
None.

### **Conclusion**

Staff proceeded with development of floor plan and preliminary form/character design of the Minoru Complex following Council adoption of programming and space allocation. Should Council endorse the floor plan and preliminary form/character design, staff will proceed with presenting the project to ADP and developing the detailed design to allow the construction to commence.



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Serena Lusk  
Senior Manager, Recreation and Sports Services  
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Att. 1: Public Engagement Report  
2: Floor Plans

3: Preliminary Form/Character Description  
4: Project Schedule



## **Minoru Complex | Stakeholder and Public Engagement Report – October, 2014**

### **Introduction.**

HCMA and the City of Richmond project management team met and presented the current Minoru Complex plans with nine stakeholder and community groups. For these groups, this was the second meeting related to the Minoru Complex. An initial meeting was held in the spring of 2014. The nine stakeholder groups are:

- Community Association/Society Presidents
- Richmond Chinese Community Society
- Richmond Centre for Disability
- Richmond Fitness and Wellness Association
- Vancouver Coastal Health
- Minoru Seniors Society
- Aquatic services Board
- Richmond Sports Council
- Richmond Oval

In addition to the stakeholder groups, a series of four public open houses were held at 3 separate locations.

- Lansdowne Mall, Friday 19 September, 12:00-5:00 pm
- Minoru Aquatic Centre, Saturday 20 September, 10:00-4:00pm
- Minoru Centre (Seniors Centre), Tuesday 23<sup>rd</sup> September, 9:00-12:00pm
- Minoru Aquatic Centre, Wednesday 24<sup>th</sup> September, 4:30-7:30pm

The Open House material is appended to this report in Appendix A, and included a series of information boards giving background information about the Minoru Complex project, and a series of schematic plans and images showing the planning to date. Members of the public were encouraged to review the project information and engage the available city staff or HCMA staff with questions and feedback. In addition, a survey was available to be filled out and submitted either at the open house, or on line. The survey was made available in both English, and Mandarin / Cantonese and is appended to this report. (Appendix B)

Each Open House included a children's engagement station where there were two activities available. Children were invited to "Imagine your very own design for Minoru pool" and asked to draw their design. They were also able to make a button with a drawing related to Minoru Park. (See Appendix C for examples of Children's engagement)

### **Summary of Stakeholder Engagement Meetings**

Overall the response to the proposed floor plans by the eight Stakeholder groups was positive. There was support for the layouts with a preference for the two 6-lane tanks over the one 10-lane tank. Each group had many valuable comments regarding detailed design elements, these comments will be useful as the project team enters the detailed design phase for the project.

The detailed comments from these groups are in Appendix D. Following are the significant comments from each of these groups:

## **Minoru Complex | Stakeholder and Public Engagement Report – October, 2014**

### *Community Association/Society Presidents*

- Ensure the project considers enhanced accessibility – suggestion of doorless washrooms, automatic doors into program spaces.

### *Richmond Chinese Community Society*

- Liked the concept of adult wellness in the aquatic centre (hot pools/cold pool)
- Suggest lots of shallow water for children.

### *Richmond Centre for Disability*

- Like the concept of two lap pools with different water temperature. Supported the idea of raised pool edge in association with an additional lift into each pool.

### *Richmond Fitness and Wellness Association*

- Fitness areas should be programmed as a “unique” centre with a different focus from other fitness providers.

### *Vancouver Coastal Health*

- Offered to share VCH guidelines and “how its working” feedback
- Consider possible collaborations on programming – e.g.: adult daycare
- Consider the importance of signage

### *Minoru Seniors Society*

- The project team was reminded to always consider the desire for safety and separation in shared spaces, such as the cafeteria, fitness centre, as well as the aquatic areas.
- Controlled connection between the aquatic centre should receive further review.
- Consider visual impairment throughout.

### *Aquatic services Board*

- Preference for 2-6 lane (25m) rather than 1 10 lane lap pool (25m)
- Ensure design does not have water current (from lazy river) interfering with the teaching in leisure pool
- Universal change – Provide accessible large cubicles sufficient for patron and attendant.

### *Richmond Sports Council*

- General support for the size and height of building and not casting large shadows on the turf fields.
- Asked if field changerooms could be interconnected (internal connection between pairs) to allow for larger teams.
- Asked to review and maintain circulation along the side of complex to the fields and custodian area for equipment delivery and emergency vehicles.

## **Minoru Complex | Stakeholder and Public Engagement Report – October, 2014**

### **Summary of Open Houses**

A series of four Open Houses were held at Lansdowne Mall, Minoru Aquatic Centre, and Minoru Place Activity Centre (Seniors Centre). HCMA and City staff were on hand to provide project background, explain the schematic planning, and answer questions. Both Cantonese and Mandarin speaking staff and volunteers were on hand to assist.

All of the Open Houses were well attended, an estimated 500 – 800 people attended over the four days and provided a range of feedback, both verbally and in writing.

A total of 215 surveys were received. Paper copies of the survey were available and collected at each open house location. In addition, the survey was available online through the Lets Talk Richmond website until September 30th.

- ☐ 125 English submitted at open houses
- ☐ 23 Mandarin/Cantonese submitted at open houses
- ☐ 67 online submittals (English)

The compiled results from all the submitted surveys are attached in Appendix E.

Children were also engaged in providing feedback, they were asked to imagine and draw their version of Minoru Pool. In addition, children were invited to create buttons by drawing their favourite places in Minoru Park or their vision for the Minoru Complex. Select drawings are appended to this report.

The project team is very pleased with the community support and input provided through the engagement opportunities. There was high level of support for the floor plans for the facility and the complex in general. Common comments included:

- General support for project
- Concern about controlling use and visitors in the senior's cafeteria space. Specifically ensuring that the cafeteria remains a safe and comfortable place for seniors.
  - Resolving conflicts between users in high demand areas of the aquatic facility
  - Concern from neighboring residents about increase in traffic, noise, and lighting.
  - Interest in the types of water and the features that may be included.
  - Enhanced drop off and pick up, and providing covered waiting and entrance areas.

The survey provides additional insight into people's projected use of the spaces and will provide valuable information as the project team moves into detailed design of the spaces. Common comments included:

- The need for black out blinds in some of the senior's multi-purpose rooms. In particular the photography club needs this. It should be in a few different size rooms

## Minoru Complex | Stakeholder and Public Engagement Report – October, 2014

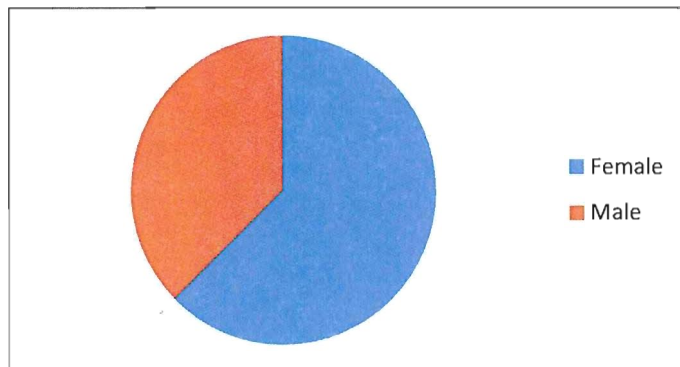
- Special attention should be placed on HVAC acoustics in senior's rooms. A point was raised that many seniors' facilities have multi-purpose rooms where HVAC noise makes it impossible for many seniors to hear.
- Given the large multipurpose spaces on the second floor, we need to look at capacity and speed for the elevators. The senior's elevator should be oversized so that we can accommodate more than one scooter at a time. A high proportion of users will rely on the elevators.
- We should oversize the circulation and stall size in the senior's washrooms, and these should provide enhanced accessibility. Avoid the use of doors in public washrooms throughout. Use privacy mazes instead. This is particularly true in the senior's areas.

### Summary of finding's from Survey

- Strong support for the proposed floor plans as presented
- Older Adults were very pleased to see the space allocation, connection to the outdoors and the separate covered entrance
- Support for two 6-lane pools vs. one 10-lane pool
- Many suggestions and ideas that will be included or addressed in the detailed design phase, i.e. need for hearing induction loops, flooring preferences
- Other suggestions and questions that are not part of this process, i.e. the future of the existing facilities

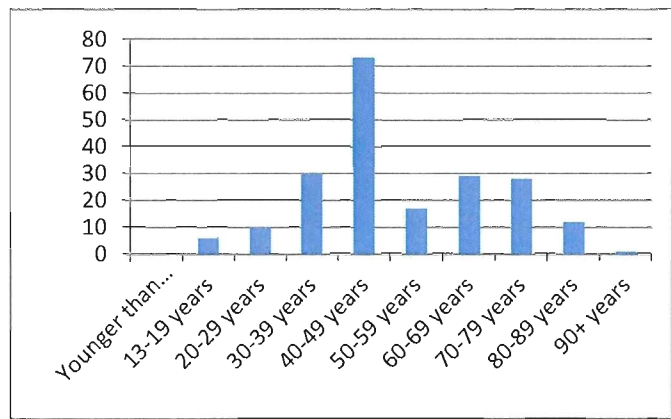
Graphical summary of the survey results to follow here.

1. The majority of respondents were female (63%)

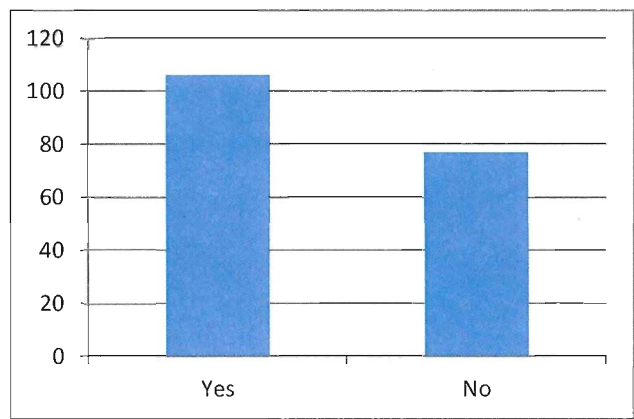


Minoru Complex | Stakeholder and Public Engagement Report – October, 2014

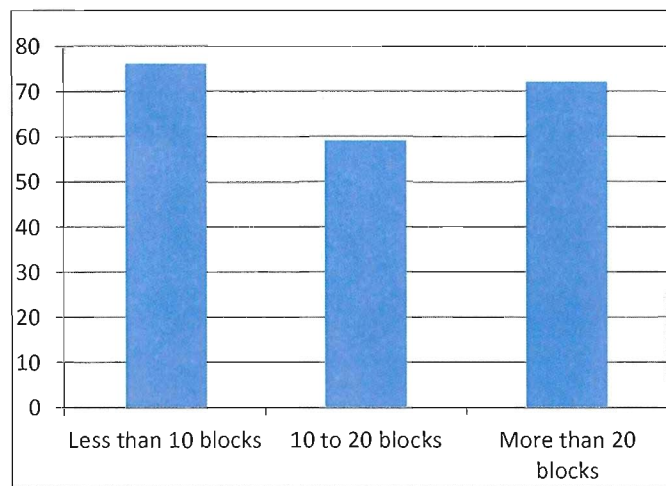
2. A cross section of ages completed the survey, with the majority falling into the 40 – 49 years old range.



3. Over half of the respondents have children living at home

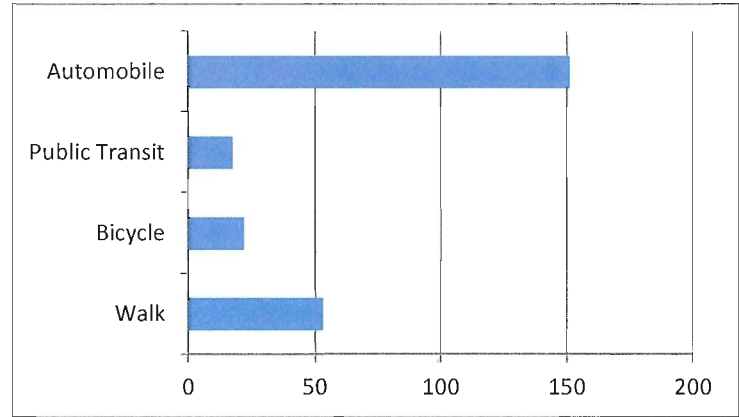


4. The respondents reside across Richmond

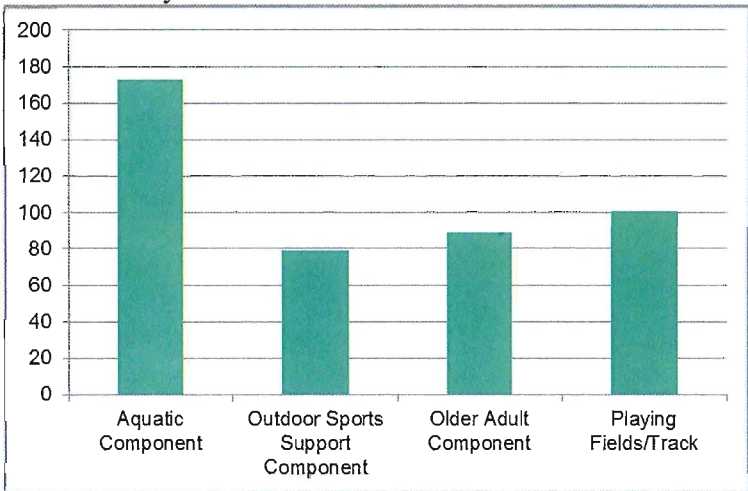


Minoru Complex | Stakeholder and Public Engagement Report – October, 2014

5. The majority of respondents will drive to the new facility

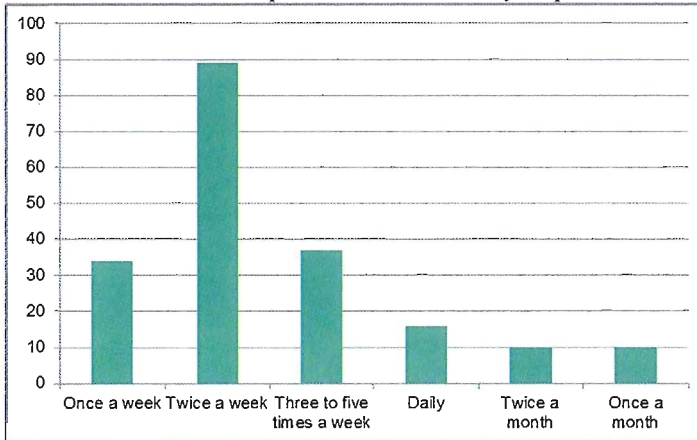


6. Respondents reported a high level of interest/anticipated use in all components of the new facility

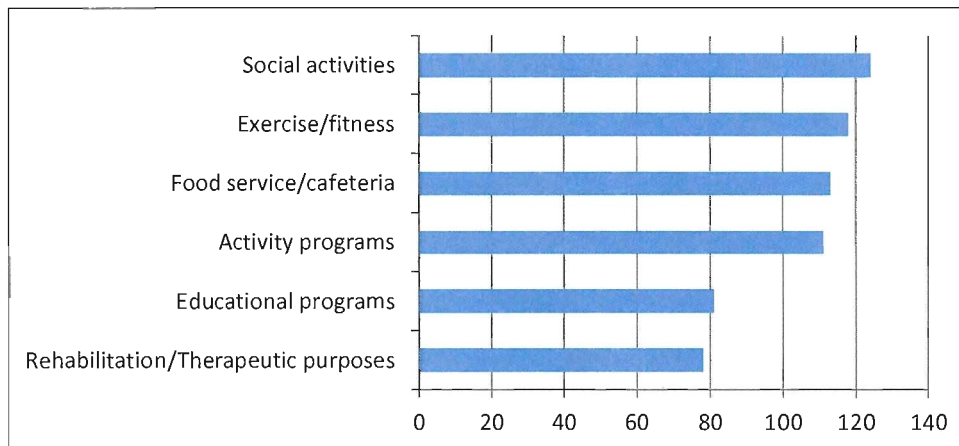


## Minoru Complex | Stakeholder and Public Engagement Report – October, 2014

7. Those who responded to the survey expect to use the facility on a regular basis.



8. A high level of interest for all Older Adult program features

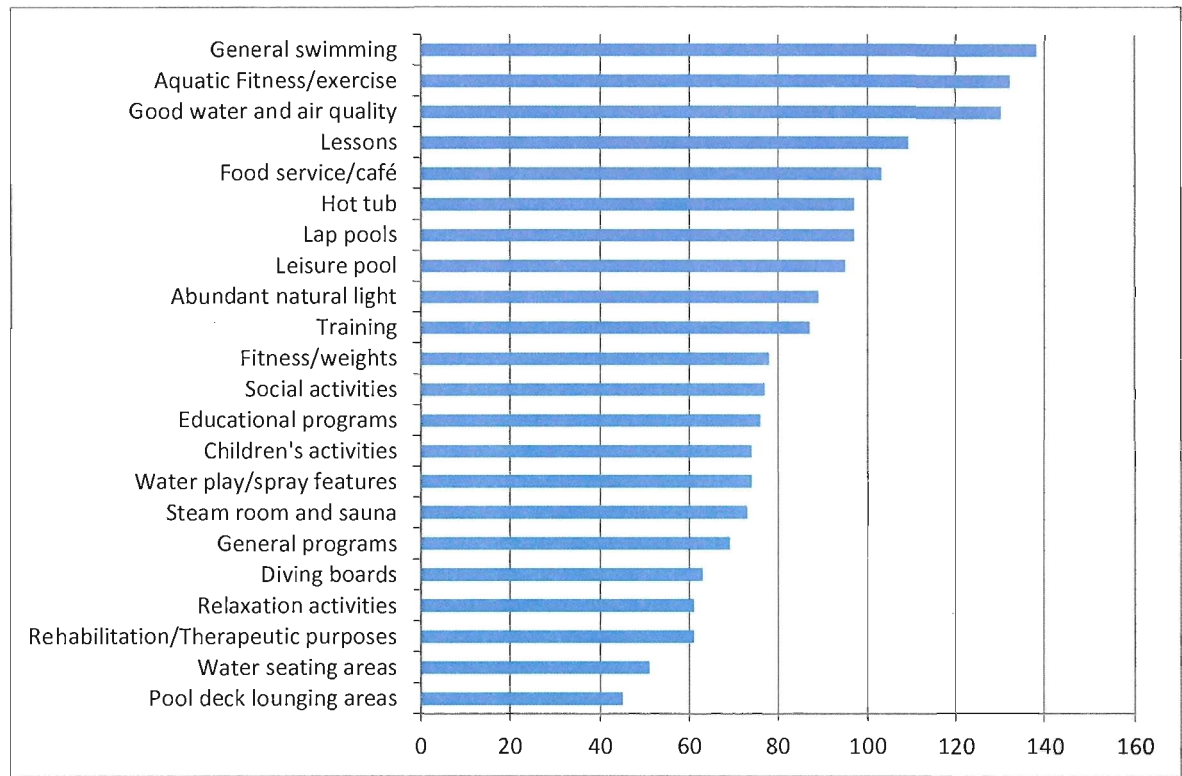


When asked to express their personal programming interests, common themes emerged as:

- Heavy emphasis on social activities
- Wide variety of program interests, most of which can be accommodated in the proposed multipurpose spaces. Examples include:
  - Fitness and exercise
  - Dance
  - Games
  - Cards and hobbies
  - Billiards

Minoru Complex | Stakeholder and Public Engagement Report – October, 2014

9. A wide variety of aquatic features are planned to be used (checked all that applied)



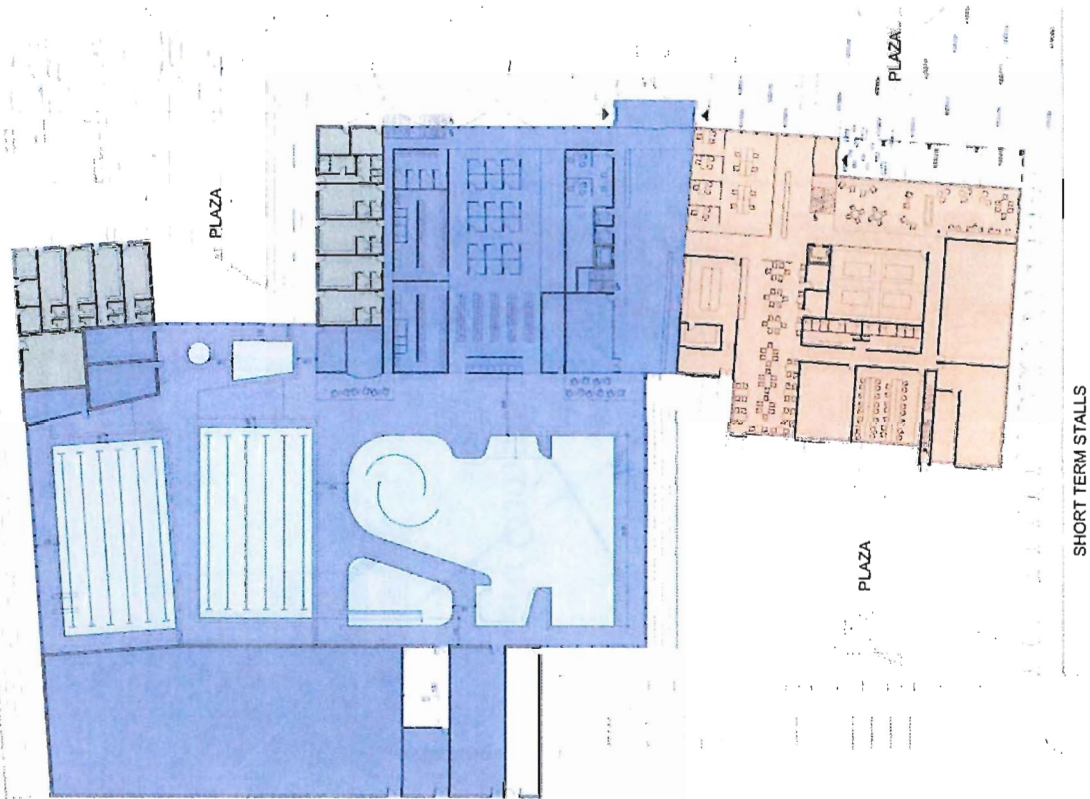
When asked to express the most important aquatic components, common themes emerged as:

- Lap swimming
- Swim lessons
- Leisure area with jets and water features
- Leisure amenities for older adults, children and families
- Viewing areas for lessons

End of Report.



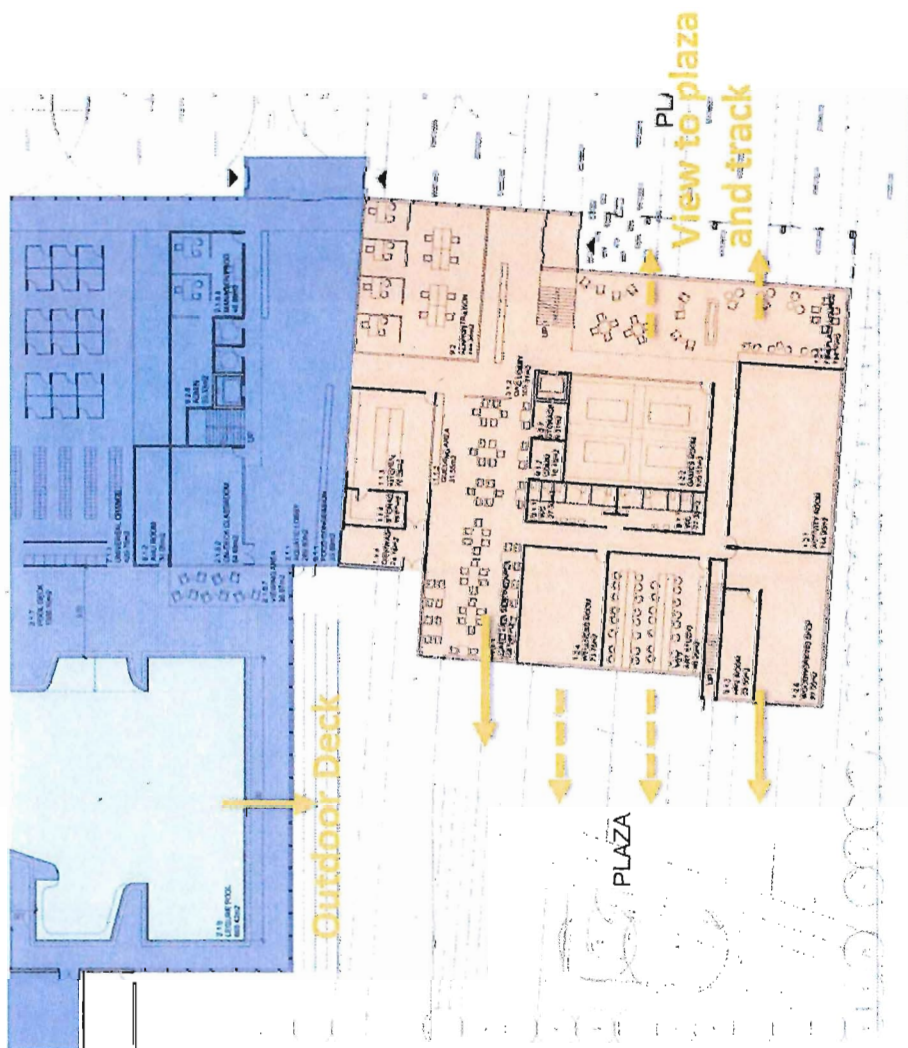
## Minoru Complex – Ground Level



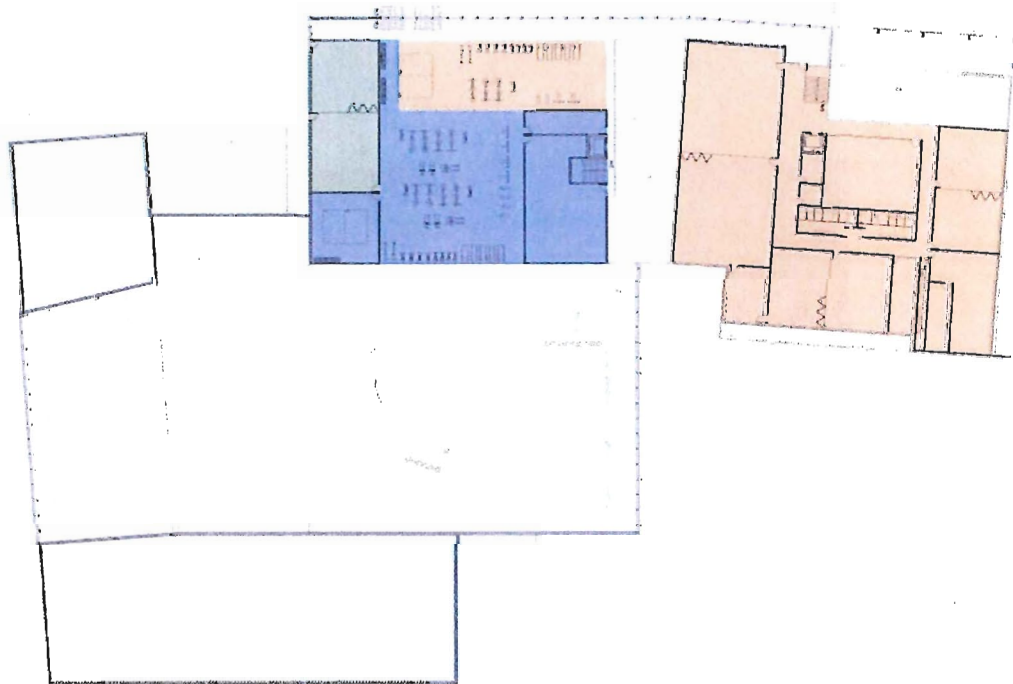
# Older Adults' component

- Level 1

CNCL - 231



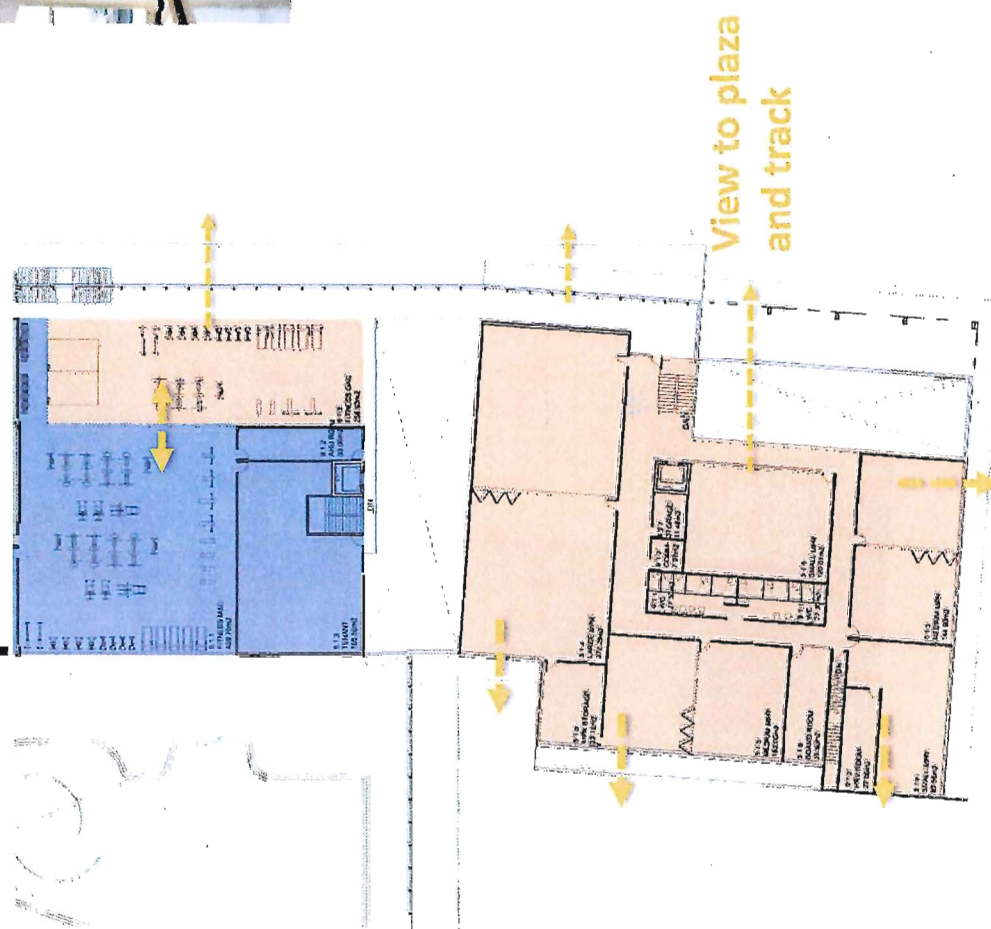
## Minoru Complex – Second Floor





## Older Adults' component

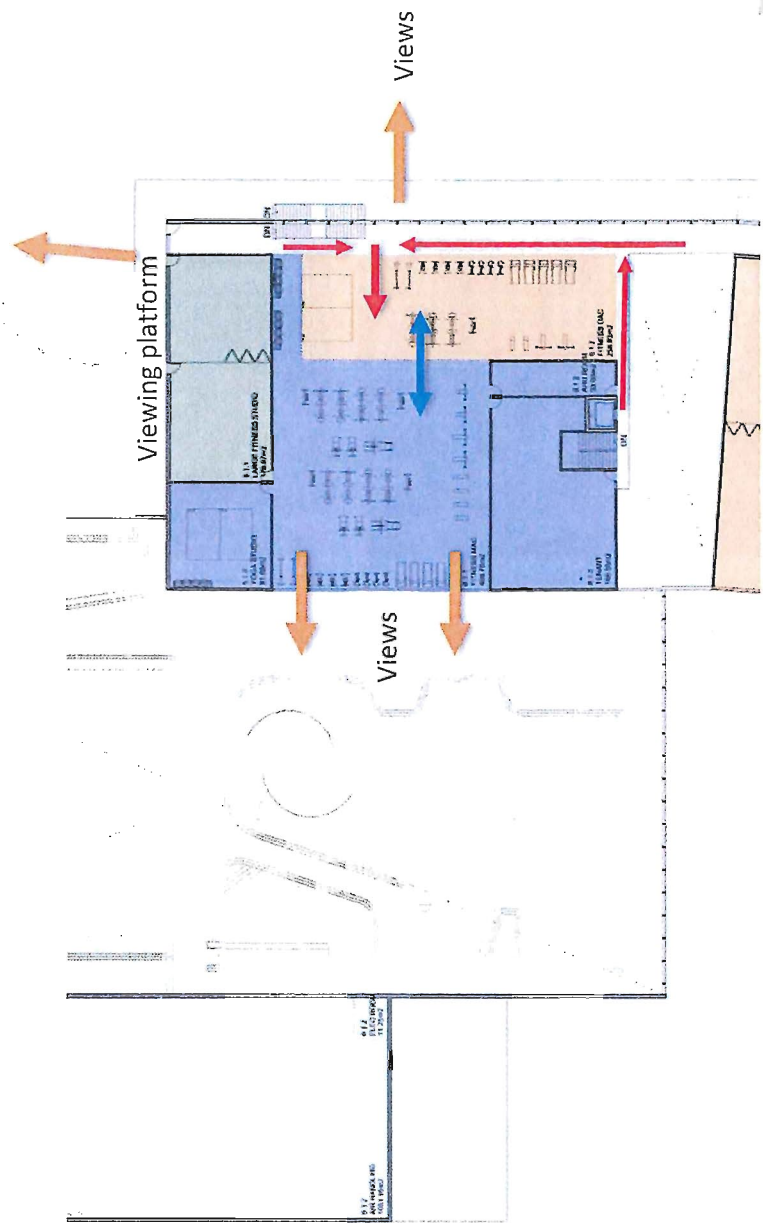
- Level 2





## Aquatic & Field Support – Level 2

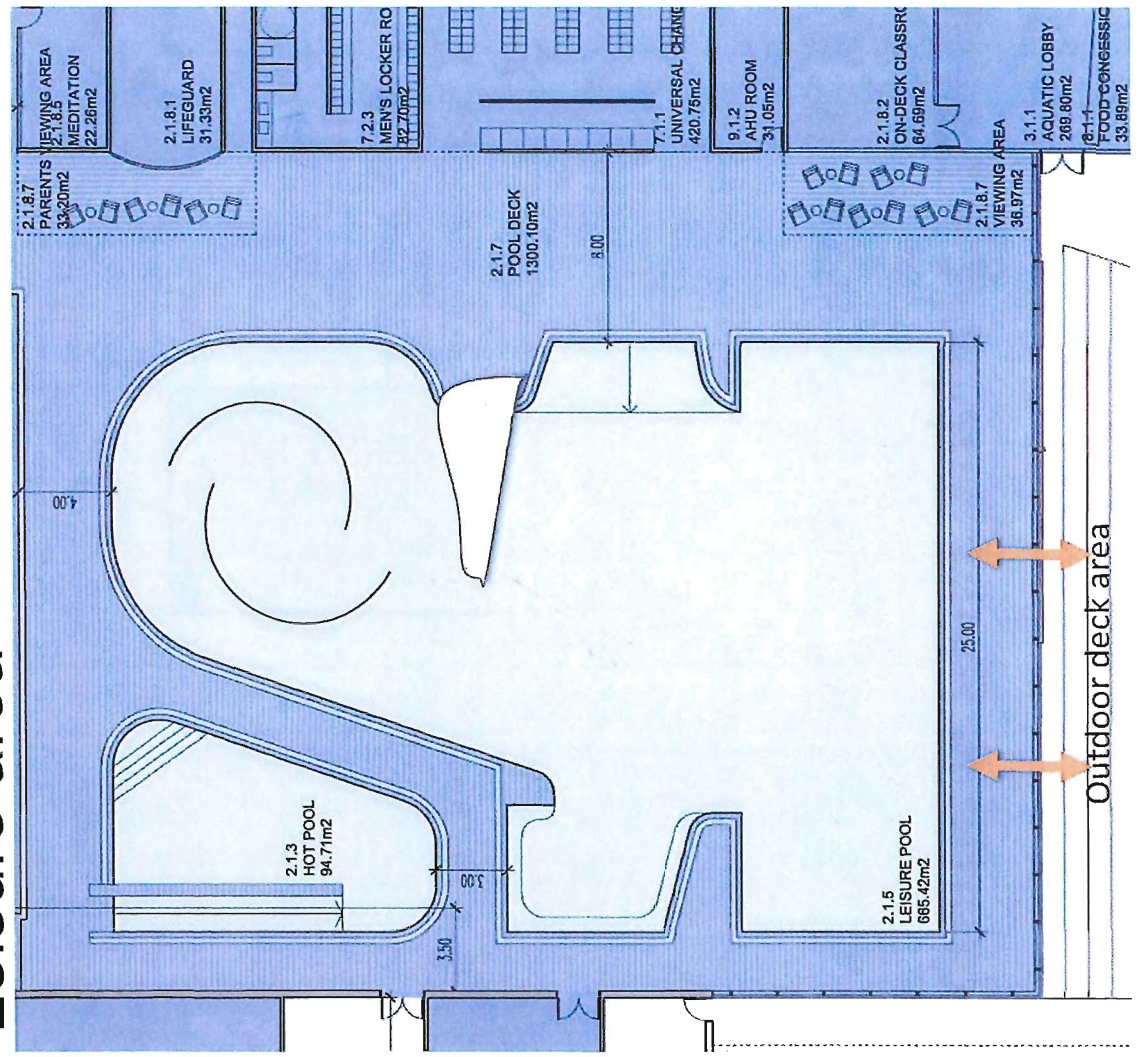
CNCL - 235



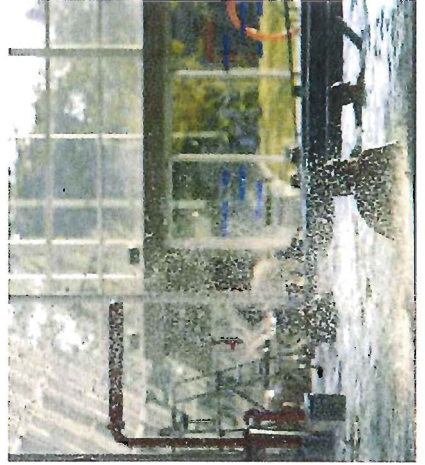
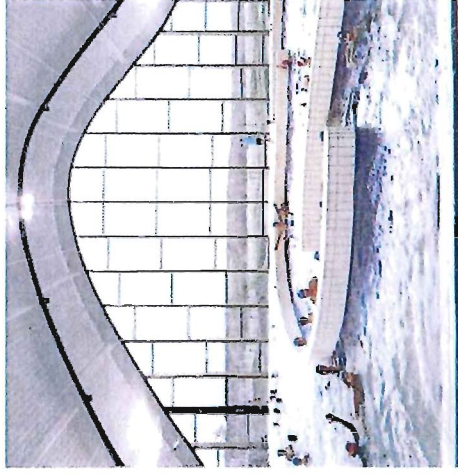


# Aquatic Component

- Leisure area

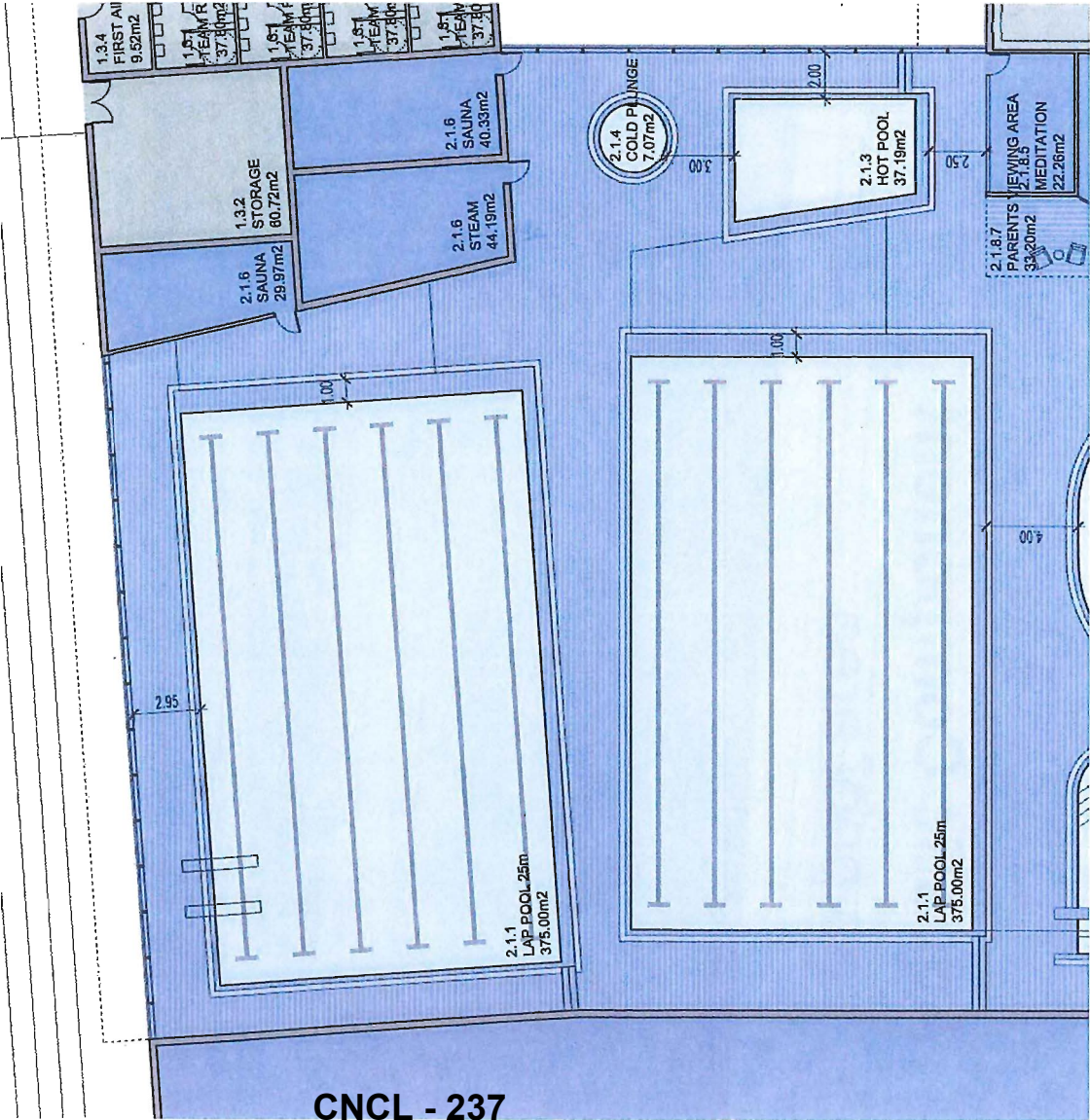


CNCL - 236





# Aquatic Component Means of access & transfer



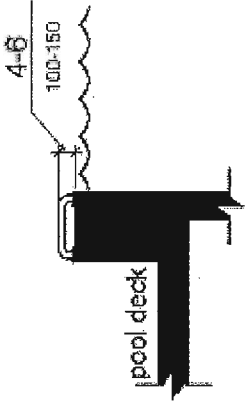
CNCL - 237



Lift with seat



Transfer walls,  
ramps and stairs

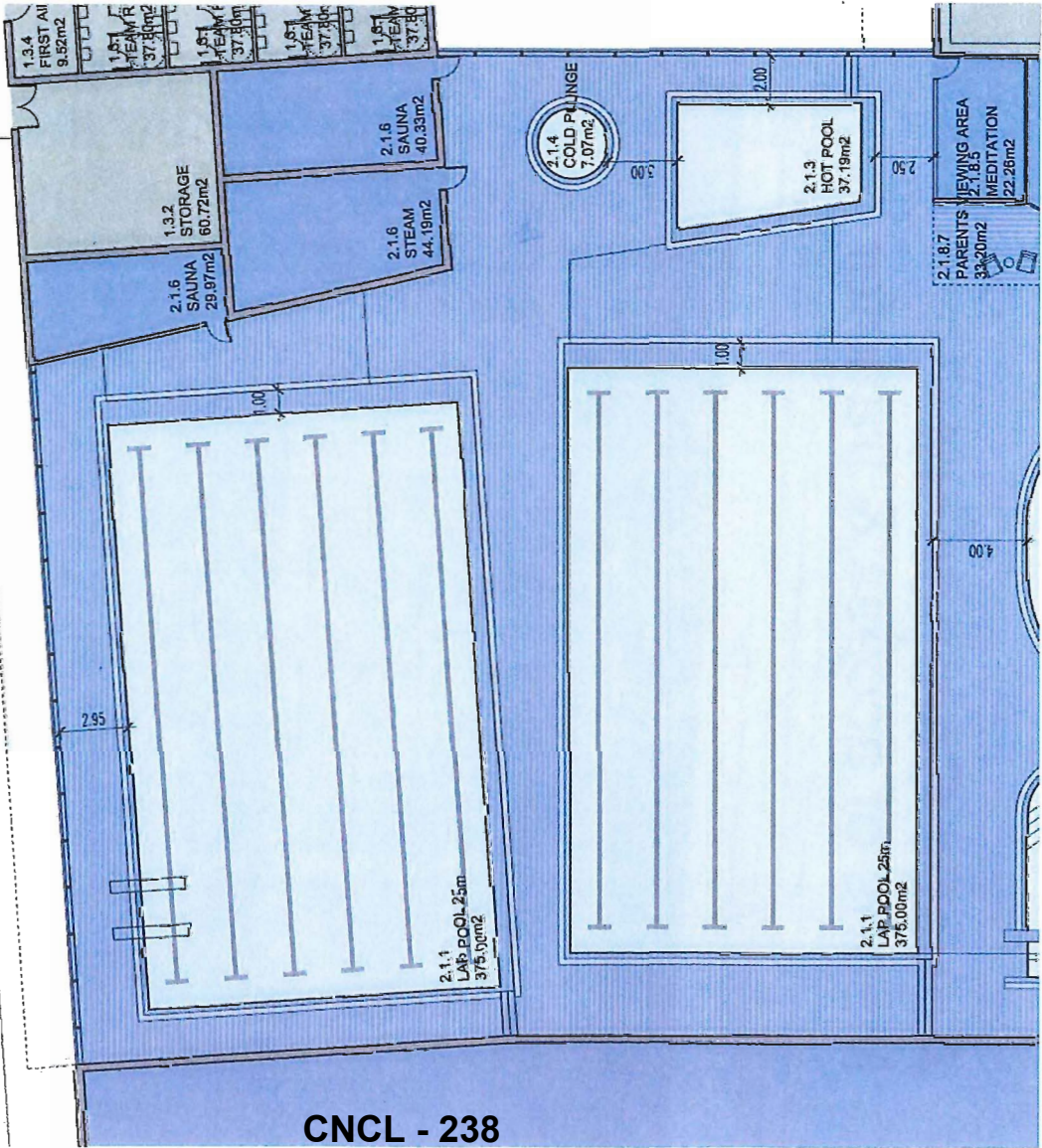


HCM



# Aquatic Component

- Lap pool area

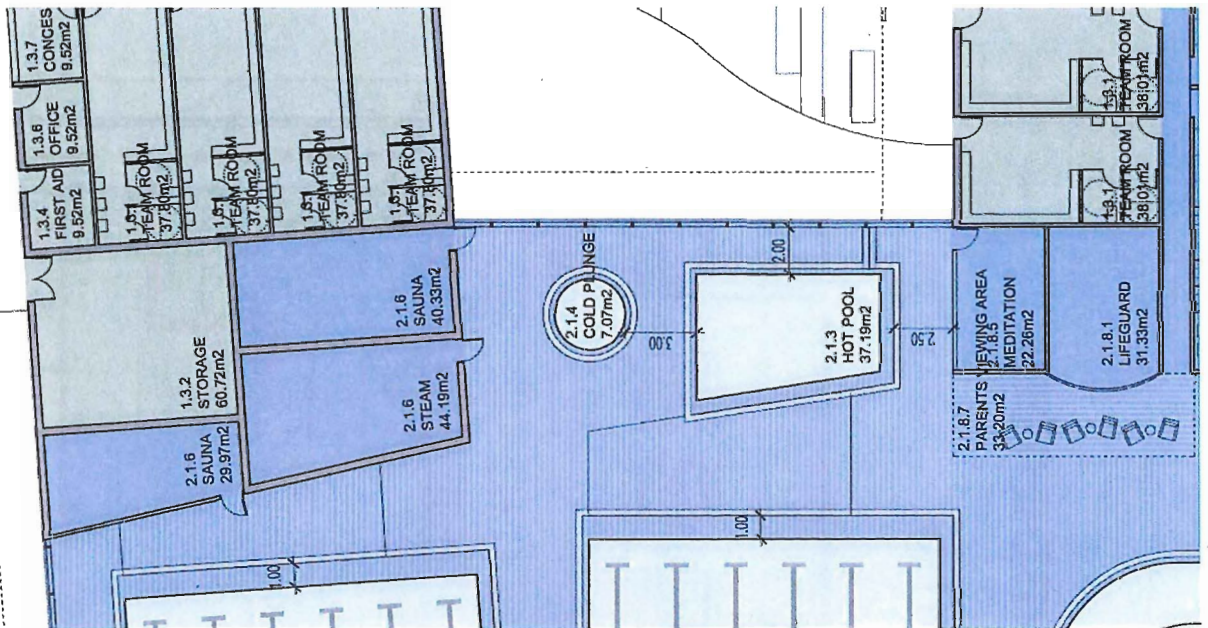


CNCL - 238





- Hot zone



- Change rooms



## CNCL - 240





CNCL - 241



CNCL - 242





CNCL - 244





## Attachment 4

### Minoru Aquatic Centre/Older Adults Centre Project Schedule

Minoru Aquatic Centre/Older Adults Centre - Projected Schedule	Start	Complete
Programming / Space Allocation	Mar, 2014	Jul, 2014
Enabling Works*	May, 2014	Sep, 2014
Council (Programming / Space Allocation)	Jul, 2014	Jul, 2014
Develop Floor Plans / Form & Character	Jul, 2014	Sep, 2014
Council (Floor plans / Form & Character)	Oct, 2014	Oct, 2014
Working Drawings	Nov, 2014	Feb, 2015
Tender	Feb, 2015	Aug, 2015
Construction	Jun, 2015	Jun, 2017

\*Enabling works include temporary relocation of Minoru Pavilion electrical controls, installation of temporary washrooms, changerooms and storage space, watermain relocation and pavilion demolition.