## **Minutes**



## Development Permit Panel Wednesday, July 30, 2025

Time:

3:30 p.m.

Place:

Remote (Zoom) Meeting

Present:

Roeland Zwaag, General Manager, Engineering and Public Works, Chair

Marie Fenwick, Director, Arts, Culture and Heritage

James Cooper, Director, Building Approvals

The meeting was called to order at 3:30 p.m.

#### **MINUTES**

It was moved and seconded

That the minutes of the meeting of the Development Permit Panel held on July 16, 2025 be adopted.

**CARRIED** 

#### 1. DEVELOPMENT PERMIT 23-016633

(REDMS No. 7770338)

APPLICANT:

Andrew Cheung Architects Inc.

PROPERTY LOCATION:

3600 Lysander Lane

#### INTENT OF ESA DEVELOPMENT PERMIT:

 Facilitate the subdivision of the site into two lots (Lot A and Lot B) and the construction of two, three-storey multi-tenant mixed office/industrial buildings on Lot B; and

- 2. Vary the provisions of Richmond Zoning Bylaw 8500 to:
  - (a) reduce the required number of large loading bays for a non-residential use from one space to zero for Lot B; and
  - (b) reduce the minimum required parking spaces for Lot A from 259 spaces to 84 spaces.

#### **Applicant's Comments**

Kassra Tavakoli, of Andrew Cheung Architects, Inc., with the aid of a visual presentation (attached to and forming part of these minutes as <u>Schedule 1</u>), provided background information on the proposed development, including its site context and the architectural and sustainability aspects of the project, highlighting the following:

- the proposed subdivision of the subject property at 3600 Lysander Lane will result in two lots (Lot A and Lot B), with Lot A containing the existing five-storey office building and Lot B to be occupied by the two proposed three-storey mixed office/industrial buildings;
- shared parking is proposed between Lot A and Lot B;
- the two mixed industrial/office buildings on Lot B are accessed from the shared drive aisle between the two buildings and each building will contain seven light industrial units occupying the first two levels and seven office strata units located on the third level:
- individual garage and entry doors are proposed for each mixed industrial/office unit
   and access to the second floor of the industrial unit is provided by stairs and the third floor office space can be accessed from the ground floor via an elevator;
- the proposed design of the two mixed industrial/office buildings takes into consideration its site context and neighbouring developments; and
- sustainability features of the proposed development include, among others, the passive design of the buildings, use of local and recycled building materials, use of energy efficient materials and high-efficiency energy systems, installation of solar panels on the roof, and provision of electric vehicle charging.

Andrew Briggs, of Durante Kreuk Ltd. Landscape Architects, with the aid of the same visual presentation, briefed the Panel on the landscape aspect of the project, noting that (i) tree islands are proposed throughout the existing surface parking area, (ii) some existing on-site trees are proposed to be removed due to conflicts with site servicing and frontage improvements and replacement trees are proposed to be installed in new locations to restore the canopy cover and enhance the site's biodiversity, (iii) improvements to the dike and trail interface are proposed, including installation of planting, and (iv) the proposed landscape improvements on the subject property and along the riverbank would increase the greenery, break up the hardscape, provide potential habitat to birds and small wildlife, provide visual interest to dike trail users and enhance the ecological function of areas along the riverbank.

Thibault Doix, of ROE Environmental, with the aid of the same visual presentation, spoke about the environmental aspect of the project, noting that (i) there is an Environmentally Sensitive Area (ESA) adjacent to the existing building extending to the shoreline of the Fraser River which partially overlaps the northeast corner of the subject property, (ii) the dike footprint is permanent and will include riparian planting as part of the ESA compensation strategy, (iii) a replacement multi-use path is proposed on the dike, (iv) the existing habitat within the ESA includes a maintained lawn and a few trees that do not provide habitat to species at risk, (v) no species have been identified to be potentially impacted or disturbed during and after construction of the dike, (vi) the proposed ESA restoration area is approximately 832 square meters and will be planted with native species, and (vii) the proposed development on Lot B will not impact the ESA.

Aaron Chan, CTS Traffic Engineering Specialists, with the aid of the same visual presentation, presented the transportation aspect of the project, noting that (i) the traffic impact assessment for the proposed development on Lot B indicated that the volume of traffic that will be generated by the proposed development is minimal and its impact to the adjacent road network would be insignificant, (ii) given the proposed parking variance for Lot A, the proposed number of shared parking spaces for both Lot A and Lot B would still be in excess of the combined parking demand for both lots, and (iii) a number of Transportation Demand Management (TDM) measures are proposed to further reduce the parking demand and support the proposed parking variance.

#### **Staff Comments**

Andrew Norton, Manager, Development -West, noted that (i) a comprehensive package of TDM measures will be provided by the applicant to support the proposed parking variance including one year two-zone monthly transit passes, a shuttle bus program, end of trip facility, Class 1 bicycle parking and maintenance facilities and one car share parking space with provision for electric vehicle (EV) charging for Lot B, (ii) the City's Transportation Department has reviewed and supported the proposed parking variance, the applicant's traffic impact assessment and proposed TDM measures, (iii) the proposed development will include dike design and construction to a dike elevation 4.7 m GSC taking into consideration the ultimate future dike elevation of 5.5 m GSC, (iv) the existing dike trail will be reconstructed by the applicant with a required minimum width of 5 metres, (v) 20 on-site trees are proposed to be retained and protected, (vi) 37 replacement trees are proposed to be planted on the site which would result in a net increase of on-site trees, (vii) a comprehensive riparian ESA planting plan has been provided by the applicant, including removal of existing invasive species on site, (viii) the applicant will be providing tree survival and landscape securities prior to Development Permit issuance, and (ix) the applicant will provide frontage and site servicing improvements on all site frontages including along Hudson Avenue, Lysander Lane and Cessna Drive.

#### **Panel Discussion**

In reply to queries from the Panel, the applicant noted that (i) the grade difference between the existing building and the proposed multi-use pathway will be addressed through the installation of retaining wall, stairs and handrails, (ii) storage of excess energy generated by the proposed solar panels would be determined at a later stage of the project, (iii) the light industrial units in the proposed development are intended to be occupied by small scale manufacturing/assembly and offices which only require medium loading bays and not a large loading bay given the size of their operations, (iv) individual office units on the third floor can be accessed via a common corridor and only the third level office units will be served by the elevator from the ground floor, (v) potential installation of stairs to access the third floor office units from the second floor industrial space is provided should all three levels of one unit be occupied by a single owner to meet their demand for additional space for their operations, (vi) appropriate fire protection measures for each of the three levels of the proposed units will be undertaken with consideration of their proposed uses, and (vii) the concrete material that will be used for the construction of the proposed buildings will be sourced locally, including recycled concrete.

#### Correspondence

None.

#### **Gallery Comments**

None.

#### **Panel Discussion**

The Panel requested the applicant to (i) provide additional information and documentation regarding how the applicant will address future grade transitions between the new dike and some of the existing adjacent features, and (ii) look at the accessibility of the second floor of the industrial unit as only a stair connection from the ground floor is provided. Also, the Panel encouraged the applicant to work with the Sea Island Heritage Society when the proposed multi-use pathway is constructed as they would be able to assist in providing interpretation about Sea Island.

The Panel then expressed support for the project, noting the modern design of the proposed mixed office/industrial buildings and the potential for significant improvements to the landscaping of the subject site.

#### **Panel Decision**

It was moved and seconded

That an Environmentally Sensitive Area Development Permit be issued at 3600 Lysander Lane, which would:

- 1. facilitate the subdivision of the site into two lots (Lot A and Lot B) and the construction of two, three-storey multi-tenant mixed office/industrial buildings on Lot B; and
- 2. vary the provisions of Richmond Zoning Bylaw 8500 to:
  - (a) reduce the required number of large loading bays for a non-residential use from one space to zero for Lot B; and
  - (b) reduce the minimum required parking spaces for Lot A from 259 spaces to 84 spaces.

**CARRIED** 

#### 2. DEVELOPMENT PERMIT 23-030760

(REDMS No. 8096383)

APPLICANT: Kenneth Kim Architecture Inc.

PROPERTY LOCATION: 8240 Williams Road

#### INTENT OF DEVELOPMENT PERMIT:

1. Permit the construction of three townhouse units at 8240 Williams Road on a site zoned "Low Density Townhouses (RTL4)"; and

- 2. Vary the provisions of Richmond Zoning Bylaw 8500 to:
  - (a) reduce the minimum required lot width from 40.0 m to 18.0 m;
  - (b) reduce the minimum exterior side yard setback along Leonard Road from 6.0 m to 4.5 m; and
  - (c) allow three small vehicle parking spaces.

#### **Applicant's Comments**

Kenneth Kim, of Kenneth Kim Architecture Inc., with the aid of a visual presentation (attached to and forming part of these minutes as <u>Schedule 2</u>), provided background information on the proposed development, highlighting the following:

- the proposed three-unit townhouse development has been designed with consideration of its surrounding low-density residential neighbourhood and the future redevelopment of the adjacent property to the east and to provide livable townhouse units on a narrow site;
- the owner of the subject property was unsuccessful in acquiring the adjacent property to the east to build a larger townhouse development;
- a full width driveway is proposed along the eastern edge of the site to provide shared vehicle access to the proposed development and the adjacent property to the east should it redevelop in the future;
- an exterior side yard setback variance is proposed along Leonard Road due to the provision of the shared driveway and to accommodate a building footprint that would provide livable townhouse units;
- all townhouse units will have four bedrooms and a den and will be provided with aging-in-place features;
- the project includes one convertible unit with potential for future installation of a stair lift;
- the development will provide two resident vehicle parking spaces (one regular and one small parking space) in the garage of each townhouse unit arranged in a side-by-side configuration and one visitor surface parking stall; and
- the project has been designed to achieve BC Energy Step Code 3 + Emission Level (EL) 4 and its proposed environmental sustainability features include, among others, the provision of electric vehicle (EV) charging for each resident parking stall and installation of individual heat pumps for heating and cooling.

Yong Xu Yu, Point Landscape Studio Inc., with the aid of the same visual presentation, briefed the Panel on the main landscape features of the project, noting that (i) the proposed common outdoor amenity space includes a playhouse, benches, and a shade tree, (ii) cedar hedges are proposed to be installed on the site to provide screening to the visitor parking stall and mail box and a buffer along the east property line, (iii) proposed planting for the site includes a variety of plants and trees to provide year-round interest and enhance the biodiversity of the site, (iv) twelve replacement trees are proposed to be planted on-site, and (v) permeable pavers are proposed on strategic areas of the site.

#### **Staff Comments**

Mr. Norton noted that (i) there is an associated rezoning bylaw for the subject property granted third reading by Council, (ii) the proposed variances to the Zoning Bylaw support site functionality and meet the Official Community Plan (OCP) design guidelines, (iii) the proposed shared vehicle access over the drive aisle provides for future access to the neighbouring property to the east should it redevelop in the future, (iv) the applicant is proposing to increase bicycle parking on the site as a Transportation Demand Management (TDM) measure to support the proposed variance to allow three small vehicle parking spaces, (v) the size of the proposed common outdoor amenity area exceeds the minimum OCP design guideline, (vi) each townhouse unit is provided with private outdoor amenity space, (vii) one convertible unit is proposed with conversion requiring the installation of a stair lift, (viii) all units will be provided with aging-in-place features, (ix) the applicant was proposing eight replacement trees at rezoning but staff worked with the applicant to increase the number of replacement trees to 12, (x) the applicant is required to submit a landscape security prior to Development Permit issuance, (xi) the project has been designed to meet BC Energy Step Code 3, and (xii) the applicant will be required to enter into a Servicing Agreement prior to rezoning bylaw adoption which includes storm and sanitary sewer upgrades and frontage improvements along Williams Road and Leonard Road.

#### **Panel Discussion**

In reply to queries from the Panel, the applicant noted that (i) there is adequate manoeuvring space on the drive aisle for a car exiting the visitor parking stall, (ii) the proposed convertible unit is consistent with the City's convertible unit guidelines, (iii) individual heat pump units will be installed on the ground floor of townhouse units fronting Leonard Road, (iv) the project's acoustical consultant has advised that the noise generated by the proposed heat pumps will comply with the City's Noise Bylaw, and (iv) the Servicing Agreement associated with the project includes an upgrade to street lighting.

In reply to a query from the Panel, staff noted that a stair lift is considered an appropriate accessibility feature for a convertible unit. In addition, staff noted that there will be further discussion with the applicant at the Building Permit stage to ensure compliance with any recent changes to the Building Code.

#### Correspondence

None.

#### **Gallery Comments**

None.

#### **Panel Discussion**

The Panel expressed support for the project, noting that (i) the project is well designed given the constraints of the site, (ii) the project fits well with its surrounding neighbourhood and provides an appropriate interface with adjacent single-family residential homes, (iii) the visitor parking stall is nicely screened with planting, and (iv) the proposed common outdoor amenity is a good feature of the project.

#### **Panel Decision**

It was moved and seconded

That a Development Permit be issued which would:

- 1. permit the construction of three townhouse units at 8240 Williams Road on a site zoned "Low Density Townhouses (RTL4)"; and
- 2. vary the provisions of Richmond Zoning Bylaw 8500 to:
  - (a) reduce the minimum required lot width from 40.0 m to 18.0 m;
  - (b) reduce the minimum exterior side yard setback along Leonard Road from 6.0 m to 4.5 m; and
  - (c) allow three small vehicle parking spaces.

CARRIED

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It was moved and seconded

That the Development Permit Panel meeting tentatively scheduled on Wednesday, August 13, 2025 be cancelled.

### 4. Date of Next Meeting: August 27, 2025

#### **ADJOURNMENT**

It was moved and seconded *That the meeting adjourn (4:36 p.m.).* 

**CARRIED** 

Certified a true and correct copy of the Minutes of the meeting of the Development Permit Panel of the Council of the City of Richmond held on Wednesday, July 30, 2025.

Roeland Zwaag	Rustico Agawin
Chair	Committee Clerk

Schedule 1 to the Minutes of the Development Permit Panel meeting held on Wednesday, July 30, 2025



3600 LYSANDER LANE - DPP REVIEW

**CONTEXT MAP** 





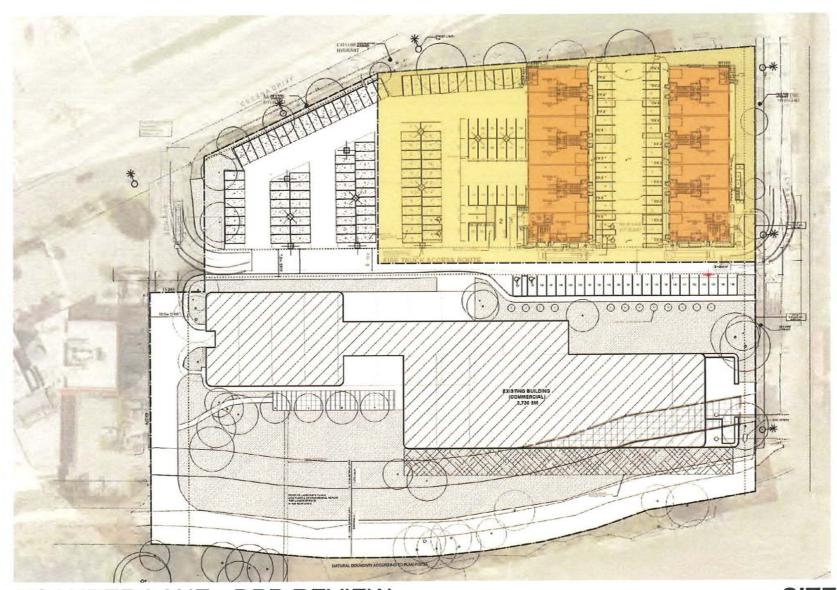






3600 LYSANDER LANE - DPP REVIEW

**NEIGHBORING SITES** 



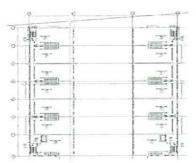
3600 LYSANDER LANE - DPP REVIEW



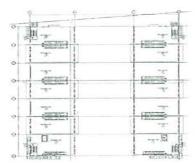
PROPOSED BUILDINGS- VIEW FROM EAST



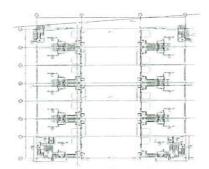
PROPOSED BUILDINGS- VIEW FROM WEST



LEVEL 3



I EVEL 2



LEVEL 1

3600 LYSANDER LANE - DPP REVIEW

FLOOR PLANS / BUILDING DESIGN

- 1. Passive Design: Tilt Up Construction
- Reduced Waste
- o Local Materials
- o Recyclability
- Thermal Mass
- Insulation
- Efficient Construction
- o Economical
- o Long Lifespan
- o Low Maintenance
- o Adaptability
- o Low Emissions
- o Minimal Site Disruption
- o On-Site Production

### 2. Green Building Standards

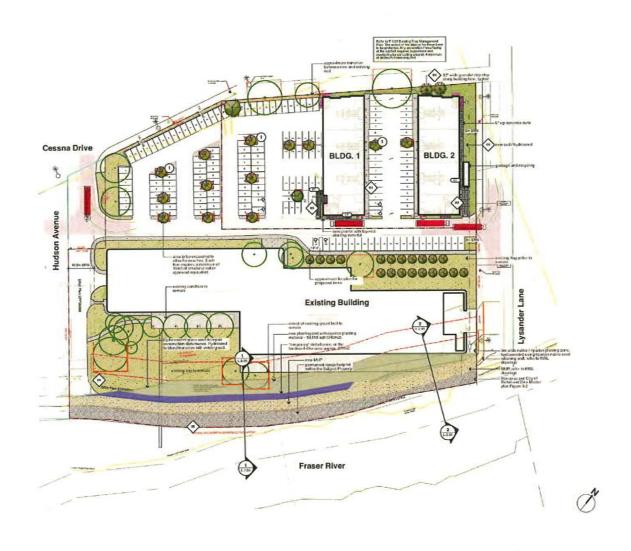
- o Energy Efficiency: Step Code, HVAC systems, high-performance glazing, and LED lighting
- O Building Design elements: Sunshade elements built in
- o Renewable Energy: Solar panels on the roof,
- o Electric Vehicle Charging: more than 50 % level 2 charging stations 10% with opportunity charging
- o Rainwater Harvesting
- Low-Flow Fixtures
- o Local and Recycled Materials
- o Eco-Friendly Landscaping

### 3. Social & Economic Sustainability

- o Public Spaces
- Local Partnerships
- o Universal Design
- o Job Creation
- o Economic Growth
- o Sustainable Transportation

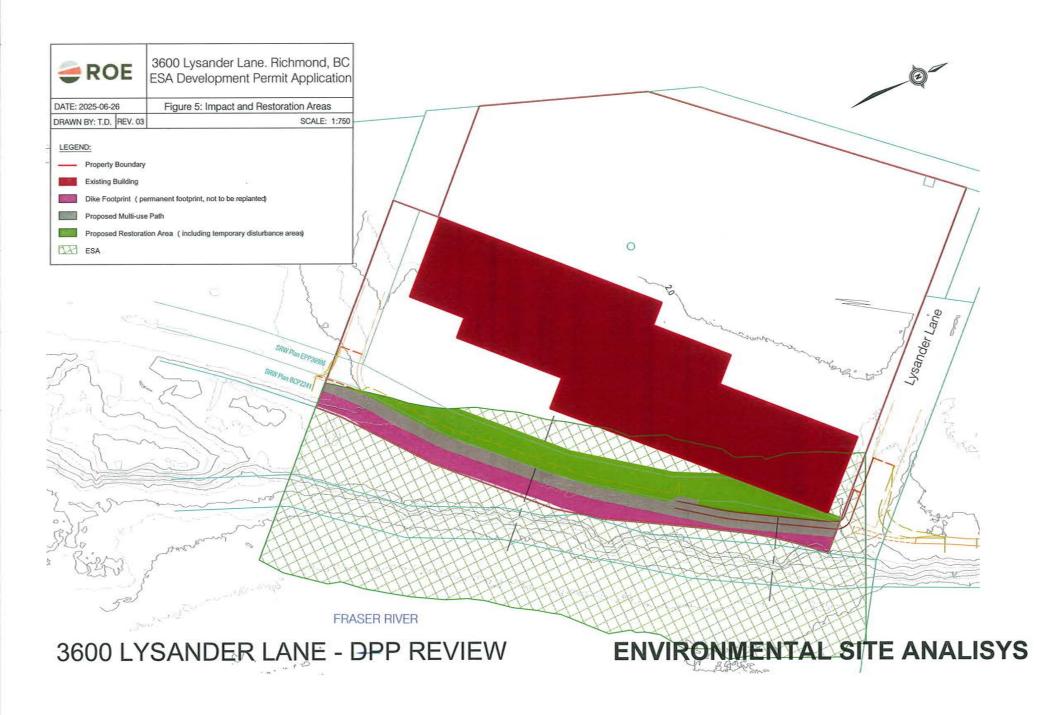
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SUSTAINABILITY



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LANDSCAPE DESIGN



### TRANSPORTATION DEMAND MANAGEMENT

- a) Shared Parking / No Parking Assignment
- b) Provide one year of two-zone monthly transit passes for 50% of employees at Lot A
- c) Shuttle Bus Program: Submission of an operations plan detailing the intended operator
- d) End of Trip Facility: Registration of a legal agreement on title to secure the owner's commitment to provide an end of trip facility including showers, toilets, sinks and lockers.
- e) Enhanced Bicycle Parking: provide all Class 1 bicycle parking indoors, and provide bicycle maintenance facilities on Lot B.
- f) Car Share: provide one car share parking stall equipped with electric vehicle (EV) charging stations, Secured via a statutory right-of-way(s) and easement(s) registered on title,

### TRAFFIC IMPACT ASSESSMENT

	Lysa	inder	Hut	ison	Total Site			
Time	in	Out	In	Out	Change	Accumulation		
7:00	- 3		-	-		13		
7:30	3	3	4	0	4	17		
8:00	12	4	10	1	17	34		
8:30	13	3	10	3	17	51		
9:00	21	13	28	5	31	82		
9:30	24	13	22	16	17	99		
10:00	17	9	7	10	5	104		
10:30	8	5	8	5	6	110		
11:00	10	4	4	3	7	117		
11:30	6	10	2	7	-9	108		
12:00	5	7	5	12	-9	99		
12:30	4	10	8	5	-3	96		
13:00	2	1	5	5	1	97		
13:30	4	11	8	5	-4	93		
14:00	7	1	0	2	4	97		
14:30	3	1	4	5	1	98		
15:00	1	2	0	3	-4	94		
15:30	2	5	4	4	-3	91		
16:00	7	5	2	9	-5	86		
16:30	15	10	7	20	-8	78		
17:00	16	14	10	20	-8	70		
17:30	13	21	6	33	-35	35		
18:00	2	7	1	14	-18	17		
18:30	2	1	0	5	-4	13		
19:00	0	1	1	2	-2	11		

TABLE 2 SUMMARY OF SITE GENERATED TRAFFIC

Land Use	Trip Rate	Trip Generation	Scope of	Peak Hour	Vehicle Trip Generation	Direction	nal Split	Peak Hour Volumes (vph)		
	Source	Variable	Development		Rate	% in % out		in	out	total
Industrial Park	ITE 11th	1,000 Sq. ft.	53.21677	Weekday Morning	0.34	81%	19%	15	3	18
	Edition Code 130	GFA		Weekday Afternoon	0.34	22%	78%	4	14	18

LOT A)

VARIANCE REQUESTED: REDUCE PARKING PROVIDED FROM 259 TO 84.

LOT B)

VARIANCE REQUESTED: REDUCE LARGE LOADING BAY FROM 1 TO 0

3600 LYSANDER LANE - DPP REVIEW

TRAFFIC STUDY

## 8240 WILLIAMS RD - 3-UNIT TOWNHOUSE DEVELOPMENT

#### **PROJECT DATA**

Civic Address	8240 Williams Road, Richmond BC
Legal Description	LOT 3 SECTION 33 BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN 14866
PID	001-947-338
Gross Site Area	809 02 sm (8708.18 sl)
Dedications	4m X 4m Corner Cut & 0.91m Front Road Dedication - 26.47 sm [284.94 sf]
Net Site Area	782.54 sm [8423.23 sf]

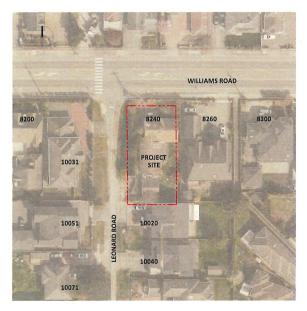
	Existing	Proposed
Land Uses	Single-family	Townhouses
OCP Designation	Neighbourhood Residential	Neighbourhood Residential
Zoning	RSM/L Small-Scale Multi-Unit Housing	RLT 4 Low Density Townhouses
Number of Units	1	3

#### LEONARD ROAD PROP. CYCLE LANE MARKING AS PER CIVIL ENGINEER PROP. 1,65m FRONT BLVD. TRANSITION TO MEET EXISTING GRADES EXISTING POLE TO REMAIN EXISTING POLE TO REMAIN, MOUNTED W. NEW TRANSFORMER PROPOSED FIRE HYDRANT V NEW WOOD FENCE ON WOOD RTW. ALONG SOUTH P.L. 0 $\propto$ PROPOSED BUILDING S 4BED + DEN 4BED + DEN (Convertible) $\geq$ LIA RED LINE OF REQ'D SETBACKS, TYP. DRIVE AISLE SUBJECT SITE 4 8240 WILLIAMS RD OUTDOOR AMENITY AREA [Min 18 sm] EXISTING WOOD FENCE ALONG EAST P.L. TO REMAIN SIGN ON FENCE TO INDICATE FUTURE ACCESS TO THE EAST SRW. FOR PUBLIC-RIGHT-OF PASSAGE AS PER CITY REQUIRMENT MEET NEIGHBOURING SITE PLAN SCALE: 1/8" = 1'-0" NOTE: THE DESIGN OF FRONTAGE IMPROVEMENTS IS TO BE FINALIZED THROUGH THE SA REVIEW PROCESS

Schedule 2 to the Minutes of the Development Permit Panel meeting held on Wednesday, July 30, 2025

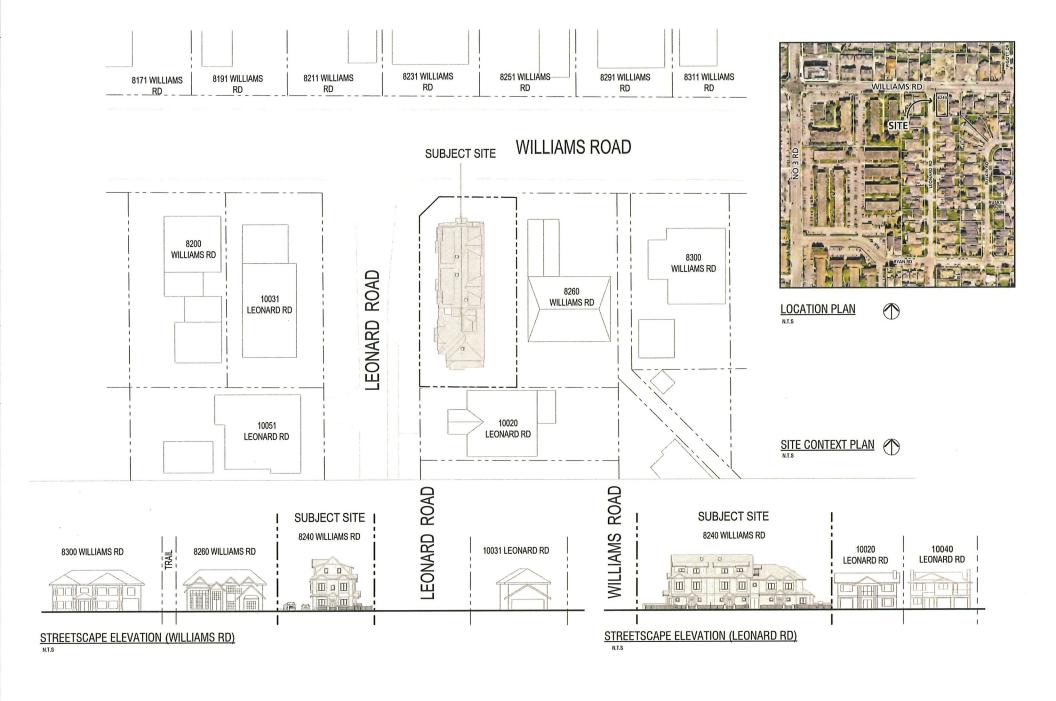
On Future Development Site	Bylaw Requirement	Proposed	Variance
Floor Area Ratio	Max. 0.60	0.56	None
Buildable Floor Area (sm)	Max. 469.53 sm (5053.94 sf)	445.57 sm (4796.12 sf)	None
Lot Coverage (% of Net Site Area)	Building: Max. 40% Non-porous Surfaces: Max. 65% Live Landscaping: Min. 25%	Building: 33% Non-porous Surlaces: 64% Live Landscaping: 26%	None
Lot Size (sm)	None	782.54 sm	None
Lot Dimensions (m)	Width: 40m	Width: 20.1m (average 18.11m)	Relaxation needed
Setbacks (m)	Front: Min. 6.0m Rear: Min. 3.0m Exterior Side: Min. 6.0m Interior Side: Min. 3.0m	Front: 6.0m Rear: 4.5m@1st FL & 6.0m/@2nd FL. Exterior Side: 4.5m Interior Side: 7.27m	Relaxation needed for Exterior Side yard (please refer to Site plan where the build footprint extends beyond the Red line of required setbacks)
Height (m)	Max. 12.0m	11.4m	None
Off-street Parking	6 Residents (2 per unit) + 1 Visitor (0.2 per unit)	6 Residents + 1 Visitor	None
Small Parking	None if fewer than 31	3 (50%)	Relaxation needed
Tandem Parking	Max. 50%	None	None
Accessible Parking	None	None	None
EV charging	100% of resident parking spaces	100% of resident parking spaces Residential parking to have Level 2 charging; Visitor parking to have opportunity charging**	None
Bicycle Parking	4 Class 1(1.25 per unit) + 1 Class 2 (0.2 per unit)	6 Class 1 + 1 Class 2	None
Amenity Space - Indoor	Min 50 sm or Cash-in-lieu	Cash-In-lieu	None
Amenity Space - Outdoor	Min. 18 sm (6.0 m2 per Unit)	26.9 sm	None
Convertible Unit	Min. 1 Unit	1 Convertible Unit	None
Aging-in-Please Features	All Units	Provided in All Units	None

 <sup>\*</sup>Opportunity charging is defined as Level 2 charging (or higher) for an electric vehicle supported by a minimum 40A with dedicated electrical circuit for the parking space.



#### SITE AERIAL PHOTO

		Kenneth Kim		No.	Date	Revision	No	Date	Revision	Consultants	Project Title	Sheet Title	File number:	Scale:
			SHALL VERIFY ALL DIVERSIONS AND LEVELS FROM TO	5 J	Jun 6 2024	RZ Revision 3					3-UNIT TOWNHOUSE	PROJECT DATA	Drawn.	Dun no
1174	ш	Architecture Inc.	REPORTED IMMEDIATELY TO THE ARCHITECT.	4 1	Nov 30 2023	RZ Revision 2	Т				O OMIT TOWNSTOODE	THOUSE OF BATTA	Ciami.	Dwg no.
111	Ш	t: 778-379-6918/1 604-600-0775	COPHRIGHT RESERVED. THIS PLANTAGE STREET AND SAME REMAINST ALL TAKES THE	3 1	Nov 3 2023	DP Submission	8	Jul 25 2025	DPP Presentation				Checked	Λ ∩
	шш	e kernethilikkai.ca 211-2223 West Broadway Vancouver, B.C. VIK 2E4	EXCLUSIVE PROPERTY OF KENNETH KIM ARCHITECTURE INC. AND MAY NOT BE LISED OR REPRODUCED WITHOUT PROPERTIES CONSENT.	2 0	Dec 16 2022	RZ Revision 1	7	Jul 7 2025	DP Revision 2		8240 Williams Rd. Richmond		Print date.	
-		Vancouver, B.C. Vor. 2E4	NOT BE USED ORNEPHIOLOGED WITHOUT PHOR WHITEN CONSENT.	1 .	July 8 2021	RZ Submission	6	Jun 20 2025	DP Revision 1		8240 Williams Nu, Nichinollu		Jul 22, 202	, , , , ,



## LEONARD ROAD

