



City of Richmond

Report to Committee

To: Planning Committee **Date:** January 9, 2023
From: John Hopkins **File:** 01-0100-30-HCOM1-01/2022-Vol 01
 Director, Policy Planning
Re: **Richmond Heritage Commission 2022 Annual Report & 2023 Work Program and Budget Allocation**

Staff Recommendation

1. That the Richmond Heritage Commission 2023 Work Program, as presented in the staff report titled “Richmond Heritage Commission 2022 Annual Report & 2023 Work Program and Budget Allocation”, dated January 9, 2023, from the Director, Policy Planning, be approved; and
2. That the Richmond Heritage Commission 2023 Budget Allocation, as presented in the staff report titled “Richmond Heritage Commission 2022 Annual Report & 2023 Work Program and Budget Allocation”, dated January 9, 2023, from the Director, Policy Planning, be approved.

John Hopkins
 Director, Policy Planning

JH:mp
 Att. 3

| REPORT CONCURRENCE | | |
|---------------------------------------------------|---------------------------------------------------------------|-----------------------------------------------|
| ROUTED TO: Arts, Culture & Heritage | CONCURRENCE <input checked="" type="checkbox"/> | CONCURRENCE OF GENERAL MANAGER |
| SENIOR STAFF REPORT REVIEW | INITIALS: | APPROVED BY CAO |

Staff Report

Origin

The Richmond Heritage Commission was established in 1998 to provide advice to Council on heritage conservation and promotion matters, and undertake and provide support for activities that benefit and advance heritage in the City.

This report:

- Summarizes the activities of the Commission in 2022; and
- Recommends 2023 Work Program and Budget Allocation for approval by Council.

The Richmond Heritage Commission reviewed and endorsed the proposed Work Program and Budget Allocation at its meeting held on December 7, 2022.

This report supports Council's Strategic Plan 2018-2022 Strategy # 6 Strategic and Well-Planned Growth:

Leadership in effective and sustainable growth that supports Richmond's physical and social needs.

6.4 Recognize Richmond's history and heritage through preservation, protection and interpretation.

This report supports Council's Strategic Plan 2018-2022 Strategy #8 An Engaged and Informed Community:

Ensure that the citizenry of Richmond is well-informed and engaged about City business and decision-making.

8.1 Increased opportunities for public engagement.

2022 Annual Report

The detailed 2022 Annual Report of the Richmond Heritage Commission is contained in Attachment 1, and includes the following highlights:

- Reviewed and provided comments on six (6) development applications involving alterations on heritage-designated properties and properties within the Steveston Village Heritage Conservation Area, including the City's first Heritage Revitalization Agreement to protect the Ransford House at 10700 Railway Avenue;
- Received information and regular updates on various City policies and initiatives;
- Provided sponsorship to the annual Richmond Regional Heritage Fair and Doors Open Richmond events, and the Oral Histories project;
- Organized the annual Richmond Heritage Awards and selected five (5) recipients; and

- Received a presentation from the Sea Island Community Association regarding the history of Sea Island, and established a sub-committee to liaise with the Sea Island Community Association to discuss ideas to conserve and celebrate heritage of Sea Island.

2023 Work Program

The detailed 2023 Work Program of the Richmond Heritage Commission is contained in Attachment 2, and includes the following highlights:

- Continue to review and provide recommendations on relevant development applications or other initiatives that may have an impact on the character of heritage resources City-wide and in the Steveston Village early on in the process;
- Review and provide comments on options to streamline the heritage application review process and proposed changes to the Steveston Village Heritage Conservation Grant Program;
- Receive nominations, and select and recognize the winners for the 2023 Richmond Heritage Awards;
- Continue to provide sponsorship to the Richmond Heritage Fair and the Oral Histories project; and
- Continue to explore options and develop a specific proposal/program to raise the profile of heritage in the City and to expand Commission members' knowledge and expertise related to heritage conservation.

The work program will be revised as necessary, based on emerging issues and future Council priorities.

2023 Budget Allocation

The total operating budget of the Richmond Heritage Commission is \$5,000 and the detailed 2023 Budget Allocation is contained in Attachment 3.

The budget for 2023 does not include sponsorship to the Doors Open Richmond event as enough funding has been secured for the event in 2023. This provides an opportunity for the Commission to spend the money on other promotional or educational activities such as sponsoring programs or events organized by non-profit heritage groups.

Financial Impact

None.

Conclusion

The Richmond Heritage Commission's mandate is to advise City Council on heritage conservation and promotion matters, and to undertake and provide support for activities that benefit and advance heritage in Richmond. The 2022 Annual Report for the Richmond Heritage Commission is submitted for information, and the 2023 Work Program and Budget Allocation are recommended for Council's approval.



Minhee Park
Planner 2

MP:

- Attachment 1: Richmond Heritage Commission 2022 Annual Report
- Attachment 2: Richmond Heritage Commission 2023 Work Program
- Attachment 3: Richmond Heritage Commission 2023 Budget Allocation

**RICHMOND HERITAGE COMMISSION
2022 ANNUAL REPORT**

| Richmond Heritage Commission 2022 Accomplishments | | |
|----------------------------------------------------------|-----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Projects | Achieved Outcomes | Accomplishments and Comments |
| Development Proposals | Provided heritage perspective and advice to Council and staff | <ul style="list-style-type: none"> Reviewed and provided comments on a total of six development applications forwarded by staff. |
| Heritage Policy | | <ul style="list-style-type: none"> Received information and regular updates on various City policies and initiatives. |
| City of Richmond Museum and Heritage Services | Received information and helped support and promote the City's services and sites | <ul style="list-style-type: none"> Received information from staff on programs, initiatives and projects related to City-owned historic places and museums, and provided feedback. |
| Richmond Heritage Awards | | <ul style="list-style-type: none"> Organized the annual Richmond Heritage Awards and selected five (5) recipients. |
| Community Projects | Sponsored and supported community initiatives | <ul style="list-style-type: none"> Provided \$1,000 in sponsorship to the Richmond Heritage Fair. Provided \$1,000 in sponsorship to the Doors Open Richmond event. Provided \$350 in sponsorship to the Richmond Museum's Oral Histories project. |

| List of Applications Reviewed in 2022 | | |
|----------------------------------------------|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Application No. | Address of property | Application Purpose |
| HA 21-935982/ DP21-935984 | 12551 No.1 Road | To replace the existing windows with double-glazed windows and remove the overhead garage door and infill the opening. |
| HA 22-015471/ DP22-015483 | 3960 Chatham Street | To replace the existing wood siding with cementitious board lap siding. |
| HA20-907706 | 10700 Railway Avenue | To enter into a Heritage Revitalization Agreement to formally protect the R.G. Ransford House and permit construction of a new detached garage and coach house. |
| HA22-017348/ DP22-019505 | 3851 Moncton Street | To demolish the storage area and deck at the rear of the building. |
| HA22-025867 | 6511 Dyke Road | To construct a boardwalk and new sign at London Heritage Farm. |
| HA22-026415 | 5180 Westwater Drive | To repair or replace building envelop (e.g. siding, roofs, gutters, doors and windows) of the buildings at Britannia Shipyards. |

**RICHMOND HERITAGE COMMISSION
PROPOSED 2023 WORK PROGRAM**

| Projects | Results Expected | Comments |
|-----------------------------------------------|--------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Development Proposals | Heritage perspective and advice to Council | <ul style="list-style-type: none"> Review and provide recommendations on relevant development applications or other initiatives that may have an impact on the character of heritage resources City-wide and in the Steveston Village early on in the process. |
| Heritage Policy | | <ul style="list-style-type: none"> Review and provide comments on options to streamline heritage application review process and proposed changes to the Steveston Village Heritage Conservation Grant Program. |
| Richmond Heritage Awards | Receive nominations and select recipients | <ul style="list-style-type: none"> Receive award nominations, and select and honour the winners. |
| City of Richmond Museum and Heritage Services | Receive information and help support and promote the City's services and sites | <ul style="list-style-type: none"> Receive information from staff on programs, initiatives and projects related to City-owned historic places and museums and provide feedback. |
| Community Heritage Partners and Projects | Sponsor and support community initiatives | <ul style="list-style-type: none"> Provide sponsorship to the Richmond Heritage Fair and the Oral Histories project of the Richmond Museum Society. |
| Capacity Building | Raise profile of Richmond Heritage and enhance knowledge | <ul style="list-style-type: none"> Recommend options and develop a specific proposal/program to raise public awareness of Richmond heritage. Expand and enhance knowledge and expertise related to heritage and pursue other educational opportunities. |

ATTACHMENT 3

**RICHMOND HERITAGE COMMISSION
PROPOSED 2023 BUDGET ALLOCATION**

| Work Item | 2023 Budget Allocation |
|---------------------------------------------------------------------------------------------------|-------------------------------|
| Annual Sponsorship - Heritage Fair | \$1,500 |
| Annual Sponsorship - Oral Histories | \$350 |
| Heritage Awards (Advertising, Promotion, Framing of Awards) | \$1,300 |
| Capacity Building (e.g., sponsorship for programs/events organized by non-profit heritage groups) | \$1,850 |
| Meeting Refreshments | \$0 |
| Contingency | N/A |
| Total | \$5,000 |