



To: Planning Committee

Date: December 13, 2016

From: Wayne Craig
Director of Development

File: SC 16-734026

Re: Application by Grafton Enterprises Ltd. for a Strata Title Conversion at 2551
No. 6 Road

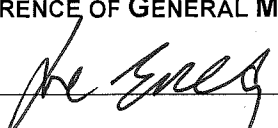
Staff Recommendations

1. That the application for a Strata Title Conversion by Grafton Enterprises Ltd. for the buildings located on the property at 2551 No. 6 Road, as generally shown in Attachment 1, be approved on fulfilment of the following conditions:
 - (a) Payment of all City utility charges and property taxes up to and including the year 2017;
 - (b) Registration of a flood indemnity covenant on title identifying a minimum habitable elevation of 2.9 m GSC;
 - (c) Registration of an aircraft noise sensitive use covenant on title;
 - (d) Submission of appropriate plans and documents for execution by the Approving Officer within 180 days of the date of this resolution;
 - (e) Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs and a 10% contingency.

2. That the City, as the Approving Authority, delegate to the Approving Officer the authority to execute the strata conversion plan on behalf of the City, as the Approving Authority, on the basis that the conditions set out in Recommendation 1 have been satisfied.


Wayne Craig
Director of Development

WC:jr
Att. 5

REPORT CONCURRENCE
CONCURRENCE OF GENERAL MANAGER


Staff Report

Origin

Grafton Enterprises Ltd. has applied to the City of Richmond for permission to convert three (3) existing industrial buildings at 2551 No. 6 Road from multi-tenant rental buildings into thirteen (13) strata title lots.

Findings of Fact

The subject property is located in an established business park and industrial area in the Bridgeport planning area (Attachment 1). Development immediately surrounding the subject property is as follows:

- To the north, a lot zoned “Light Industrial (IL),” with vehicle access from No. 6 Road.
- To the south, a lot zoned “Light Industrial Limited Office (ZI8) – Bridgeport Road Area,” with vehicle access from No. 6 Road and Bridgeport Road.
- To the east, across No. 6 Road, lots zoned “Agriculture (AG1).”
- To the west, across a rail right-of-way, lots zoned “Light Industrial (IL),” with vehicle access from Viking Place and Viking Way.

There are three (3) existing buildings on the subject site, referred to as Buildings 1000, 2000, and 3000 in the proposed strata plan (Attachment 2). Building 1000 is located near the east lot line and is accessed directly from No. 6 Road. The building was renovated in 2015 as a multi-tenant building to accommodate eleven (11) industrial units; which are all currently occupied by tenants. This proposal would convert the building into eleven (11) strata lots. Required parking for the building is provided in the front and rear yards.

Buildings 2000 and 3000 are newly constructed and are currently occupied by tenants. The buildings are located at the west lot line, with Building 2000 in the northwest corner and Building 3000 in the southwest corner of the subject site. The buildings are accessed via an internal drive aisle circling the property. The proposal would convert each of these buildings into a strata lot, for a total of two (2) strata lots. Required parking for the buildings is provided in the rear yard.

There is no on-site landscaping between the parking area and the No. 6 Road frontage. Richmond Zoning Bylaw 8500 requires a minimum 3.0 m wide landscaped area along the property line abutting a public road. To address the lack of landscaping within the existing parking area, the applicant has agreed to install a 4.5 m wide landscaped area in the City owned boulevard, between the concrete sidewalk and the property line. The applicant has submitted a Landscape Plan, showing the proposed works (Attachment 3). The applicant will remove and replace any existing street trees in poor condition, install three (3) new trees where none previously existed, and install shrubs and groundcover. The City Parks Department has reviewed the Landscape Plan and supports the proposed planting.

Prior to approval of the Strata Title Conversion, the applicant must provide a revised Landscape Plan, to the satisfaction of the Director of Development, showing additional landscaping within 3.0 m of the property frontage and improved pedestrian access to No. 6 Road; and submit to the

City a Landscape Security for 100% of the total cost of installation, including a 10% contingency, to ensure the landscaping is installed.

Analysis

City of Richmond Policy 5031 (Strata Title Conversion Applications – Commercial and Industrial) outlines Council’s policy in determining how staff process strata title conversion applications for three (3) or more proposed strata lots (Attachment 4). The applicant has submitted all of the necessary information required by City staff, including a Building Condition Assessment, and a Building Code Compliance report.

- Interior and exterior alterations to Building 1000 in 2014 required a Building Permit. The renovated building received Final Inspection on November 5, 2015.
- The two (2) new buildings have received Final Inspection from the City’s Building Approvals Division. Building 2000 received Final Inspection on March 9, 2016; and Building 3000 received Final Inspection on December 1, 2015.
- A Strata Title Conversion report provided by Grafton Enterprises Ltd. and reviewed by Weiler Engineering Ltd. dated May 16, 2016 indicates that the life expectancy of Building 1000 is at least 50 years, and the life expectancy of Buildings 2000 and 3000 is at least 75 years.
- The author of the Building Condition Assessment expects no increase in maintenance, repair, or replacement costs within the next 10 to 20 years.
- The author of the Building Code Compliance report confirms that the existing buildings are substantially in compliance with the BC Building Code. Building 1000 was upgraded to be substantially compliant with the BC Building Code 1998; Buildings 2000 and 3000 are substantially compliant with the BC Building Code 2012.
- Building Approvals confirmed that the proposed strata title conversion of the existing building has no building code implications.
- All three (3) buildings are currently occupied by tenants. The applicant has submitted signed letters from each of the existing tenants, stating that they are aware of and take no issue with this application (Attachment 5).
- The owner’s intention is to retain sole ownership of the Lands and to lease the units after the strata title conversion is completed. The existing tenants will continue to occupy the premises with no changes to the terms of the existing leases, other than modifications to reflect the strata title conversion.
- No physical or structural upgrading of the buildings will take place, and no changes affecting open space, landscaping, common facilities, off-street parking, or loading spaces are being proposed.
- All on-site parking and loading areas will be designated as limited common property for the exclusive use of the designated thirteen (13) strata lots. As part of a business license, each business will need to verify that they have access to the Bylaw-required parking.
- The subject property is located within Aircraft Noise Area 4. All aircraft noise sensitive land uses are considered in this area. A restrictive covenant must be registered on title, the purpose of which is to address public awareness and ensure aircraft noise mitigation is incorporated into the design and construction of buildings and additions as required.

In light of this, staff support the proposed strata title conversion subject to:

1. Payment of all City utility charges and property taxes up to and including the year 2017.
2. Registration of a flood indemnity covenant on title identifying a minimum habitable elevation of 2.9 m GSC.
3. Registration of an aircraft noise sensitive use covenant on title.
4. Submission of appropriate plans and documents (i.e., Strata Plan Surveyor's Certificate, Application to Deposit, Form V and Form W, etc.) for execution by the Approving Officer within 180 days of the date of this resolution.
5. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs and a 10% contingency.

Financial Impact

None.

Conclusion

Grafton Enterprises Ltd. has applied to convert three (3) existing industrial buildings at 2551 No. 6 Road into thirteen (13) strata title lots. The proposal is straightforward. Staff have no objection to this application and recommend approval of the strata title conversion application.



Jordan Rockerbie
Planning Technician
(604-276-4092)

JR:rg

Attachment 1: Location Map and Aerial Photo

Attachment 2: Draft Strata Plan

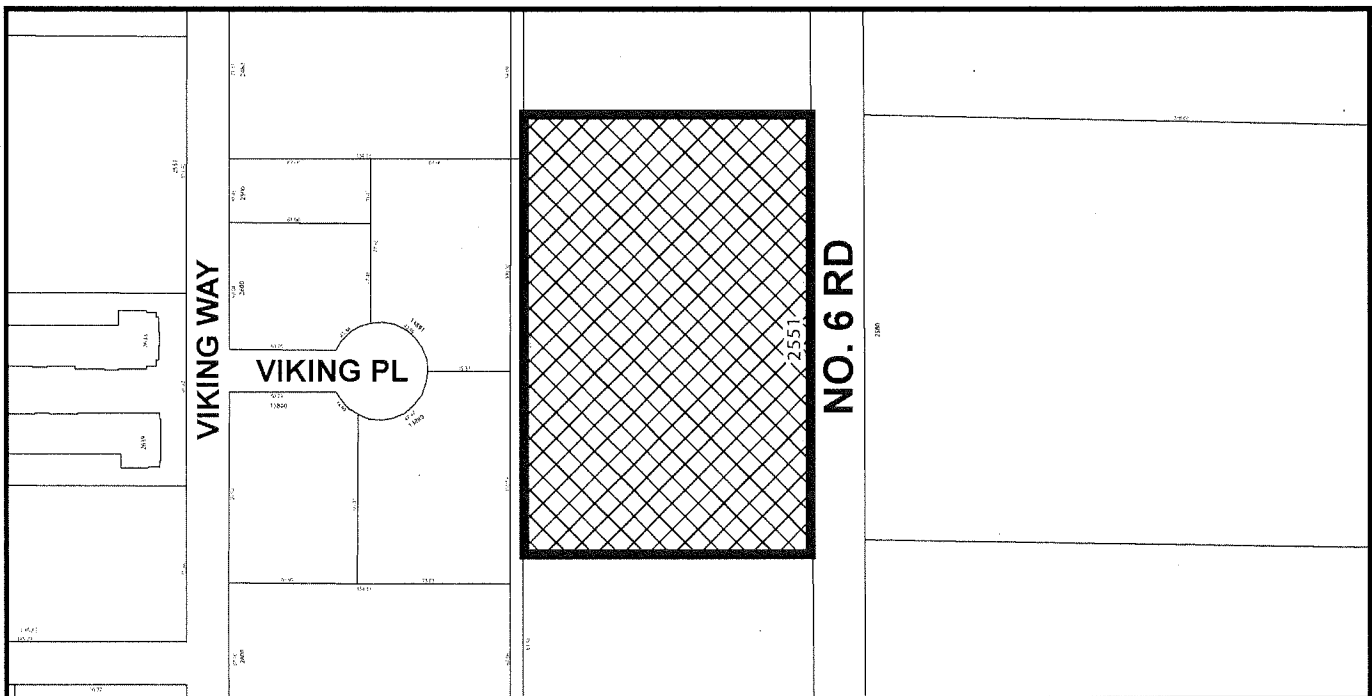
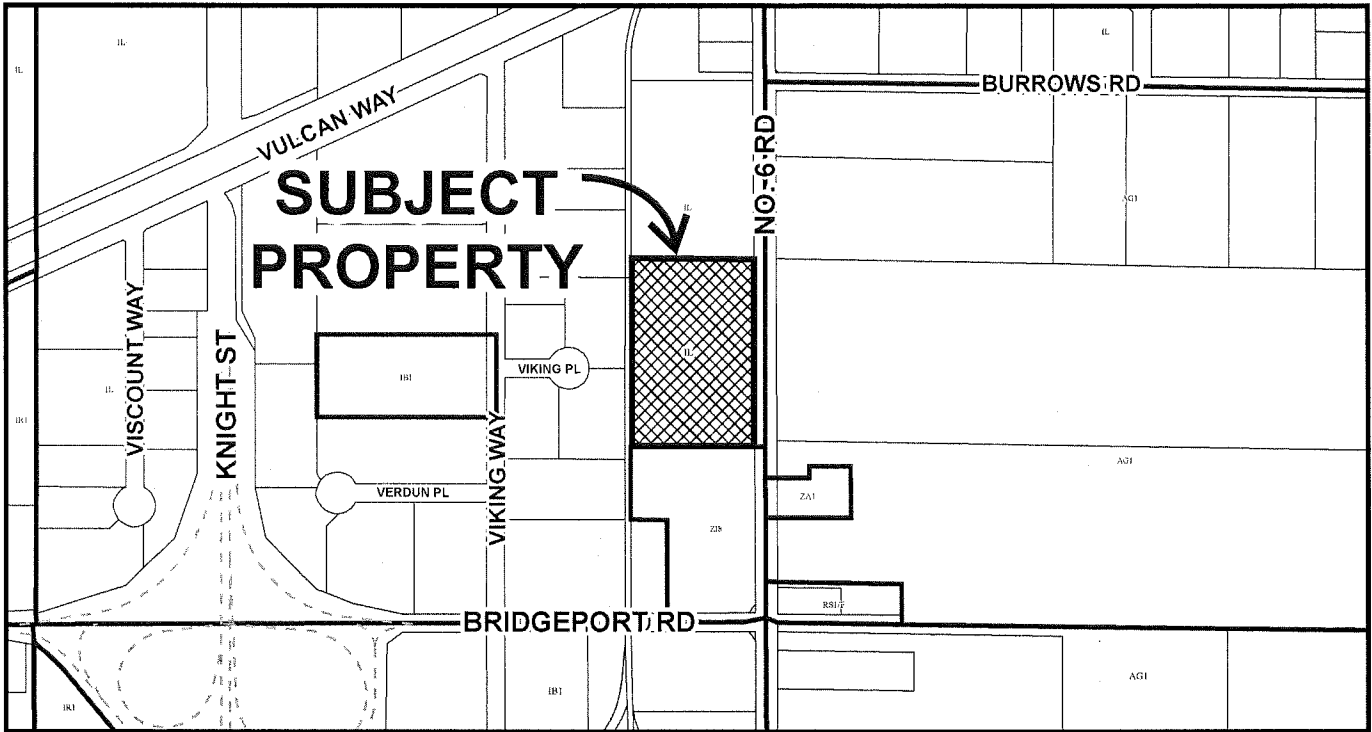
Attachment 3: Proposed Landscape Plan

Attachment 4: Policy 5031: Strata Title Conversion Applications – Commercial and Industrial

Attachment 5: Letters from existing tenants (7)



City of Richmond



SC 16-734026

Original Date: 07/11/16

Revision Date:

Note: Dimensions are in METRES



City of
Richmond



SC 16-734026

Original Date: 07/11/16

Revision Date:

Note: Dimensions are in METRES

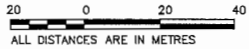
**STRATA PLAN OF PARCEL "73" SECTION 20 BLOCK 5 NORTH
RANGE 5 WEST NWD REFERENCE PLAN 64427**

BCGS 92G.015

PARCEL IDENTIFIER (PID): 003-469-395

CITY OF RICHMOND

SCALE 1:1000



ALL DISTANCES ARE IN METRES
THE INTENDED PLOT SIZE OF THIS PLAN IS 432mm IN WIDTH BY 560mm IN HEIGHT (C-SIZE) WHEN PLOTTED AT THE SCALE INDICATED.

THIS PLAN LIES WITHIN THE JURISDICTION OF THE APPROVING OFFICER FOR THE CITY OF RICHMOND

CIVIC ADDRESS:

#2551 NO. 6 ROAD, RICHMOND, BC, V6V 1P3

LEGEND:

- ⊙ INDICATES CONTROL MONUMENT FOUND
- INDICATES STANDARD IRON POST FOUND
- INDICATES STANDARD IRON POST PLACED
- INDICATES LEAD PLUG FOUND
- INDICATES LEAD PLUG PLACED
- S.L. INDICATES STRATA LOT
- C.P. INDICATES COMMON PROPERTY
- LCP INDICATES LIMITED COMMON PROPERTY
- MON INDICATES MONUMENT
- ELEC INDICATES ELECTRICAL

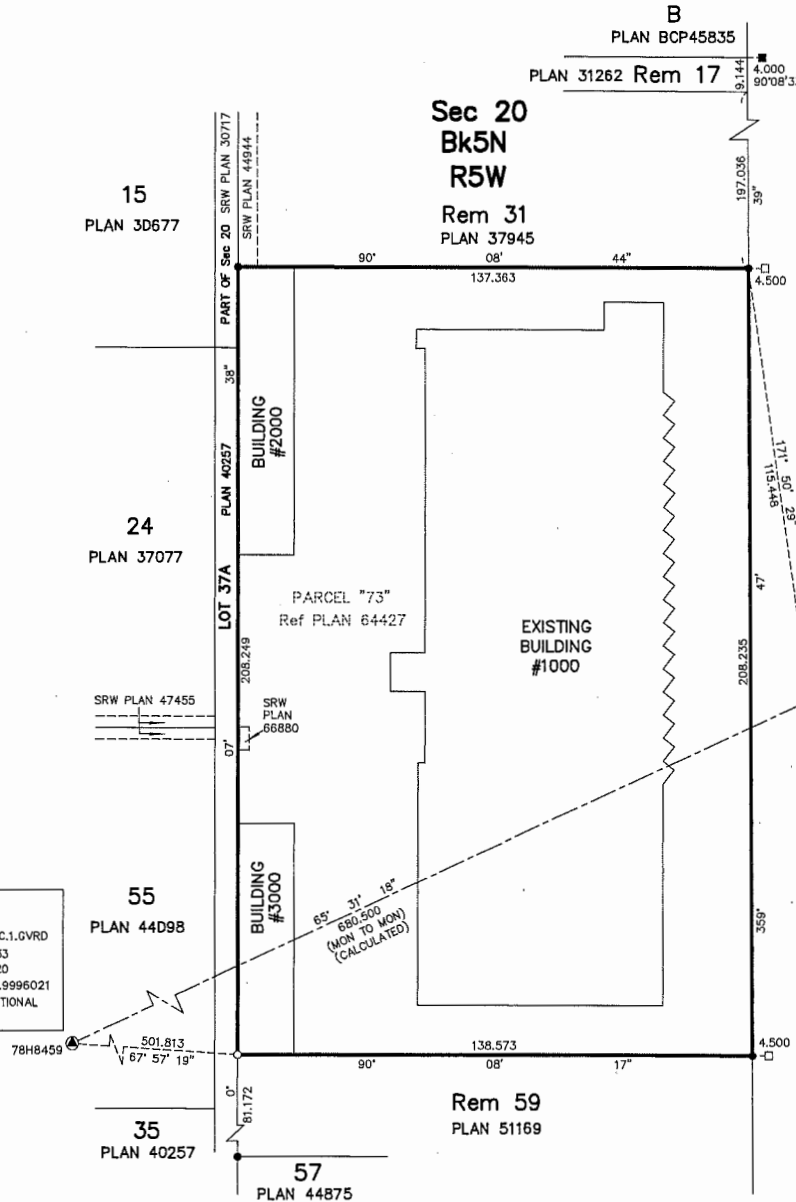
NOTES:

UNDER SECTION 68 OF THE STRATA PROPERTY ACT, STRATA LOT BOUNDARIES ARE DEFINED AS:

- (1) THE OUTSIDE FACE OF EXTERIOR WALLS.
- (2) THE CENTRELINE OF WALLS BETWEEN ADJACENT STRATA LOTS.

ALL STRATA LOT AND LCP ANGLES ARE 90° UNLESS SHOWN OTHERWISE.

AREAS OF LIMITED COMMON PROPERTY ARE FOR THE USE OF THE STRATA LOT INDICATED. (EG: LCP-2)



78H8459
UTM ZONE 10 COORDINATES
DATUM: NAD83(CSR)4.0.0.BC.1.GVRD
UTM NORTHING: 5,448,809.333
UTM EASTING: 494,343.320
POINT COMBINED FACTOR: 0.9996021
ESTIMATED HORIZONTAL POSITIONAL ACCURACY: 0.012m

78H8482
UTM ZONE 10 COORDINATES
DATUM: NAD83(CSR)4.0.0.BC.1.GVRD
UTM NORTHING: 5,448,091.185
UTM EASTING: 494,962.409
POINT COMBINED FACTOR: 0.9996031
ESTIMATED HORIZONTAL POSITIONAL ACCURACY: 0.016m

NOTES:

INTEGRATED SURVEY AREA NO. 18, CITY OF RICHMOND, NAD83(CSR) 4.0.0.BC.1.GVRD.

GRID BEARINGS ARE DERIVED FROM OBSERVATIONS BETWEEN GEODETIC CONTROL MONUMENTS 78H8482 AND 78H8459.

THE UTM COORDINATES AND ESTIMATED HORIZONTAL POSITIONAL ACCURACY ACHIEVED HAVE BEEN DERIVED FROM THE MASCOT PUBLISHED COORDINATES AND STANDARD DEVIATIONS FOR GEODETIC CONTROL MONUMENTS 78H8482 AND 78H8459.

THIS PLAN SHOWS HORIZONTAL GROUND-LEVEL DISTANCES UNLESS OTHERWISE SPECIFIED. TO COMPUTE GRID DISTANCES, MULTIPLY GROUND-LEVEL DISTANCES BY THE AVERAGE COMBINED FACTOR OF 0.9996026 WHICH HAS BEEN DERIVED FROM GEODETIC CONTROL MONUMENTS 78H8482 AND 78H8459.

OFFSET POSTS AND PLUGS ARE ON PRODUCTION OF PROPERTY LINES UNLESS INDICATED OTHERWISE.

PARTS OF THIS PLAN HAVE BEEN EXAGGERATED FOR CLARITY PURPOSES.

EXISTING BUILDING #1000 INCLUDED IN THIS STRATA PLAN HAS BEEN PREVIOUSLY OCCUPIED.

THE BUILDINGS SHOWN HEREON ARE WITHIN THE EXTERNAL BOUNDARIES OF THE LAND THAT IS THE SUBJECT OF THE STRATA PLAN.

THIS PLAN LIES WITHIN THE GREATER VANCOUVER REGIONAL DISTRICT.

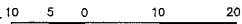
THE FIELD SURVEY REPRESENTED BY THIS PLAN WAS COMPLETED BY J. STEPHEN CAMPBELL, BCLS (#712) ON THIS 24TH DAY OF NOVEMBER, 2015

MATSON PECK & TOPLISS
SURVEYORS & ENGINEERS
#320 - 11120 HORSESHOE WAY
RICHMOND, B.C., V7A 5H7
PH: 604-270-9331
FAX: 604-270-4137
CADFILE: 17481-FINAL STRATA.DWG

CNCL - 131

BUILDING LOCATIONS

SCALE 1:500



ALL DISTANCES ARE IN METRES

STRATA PLAN EPS3021

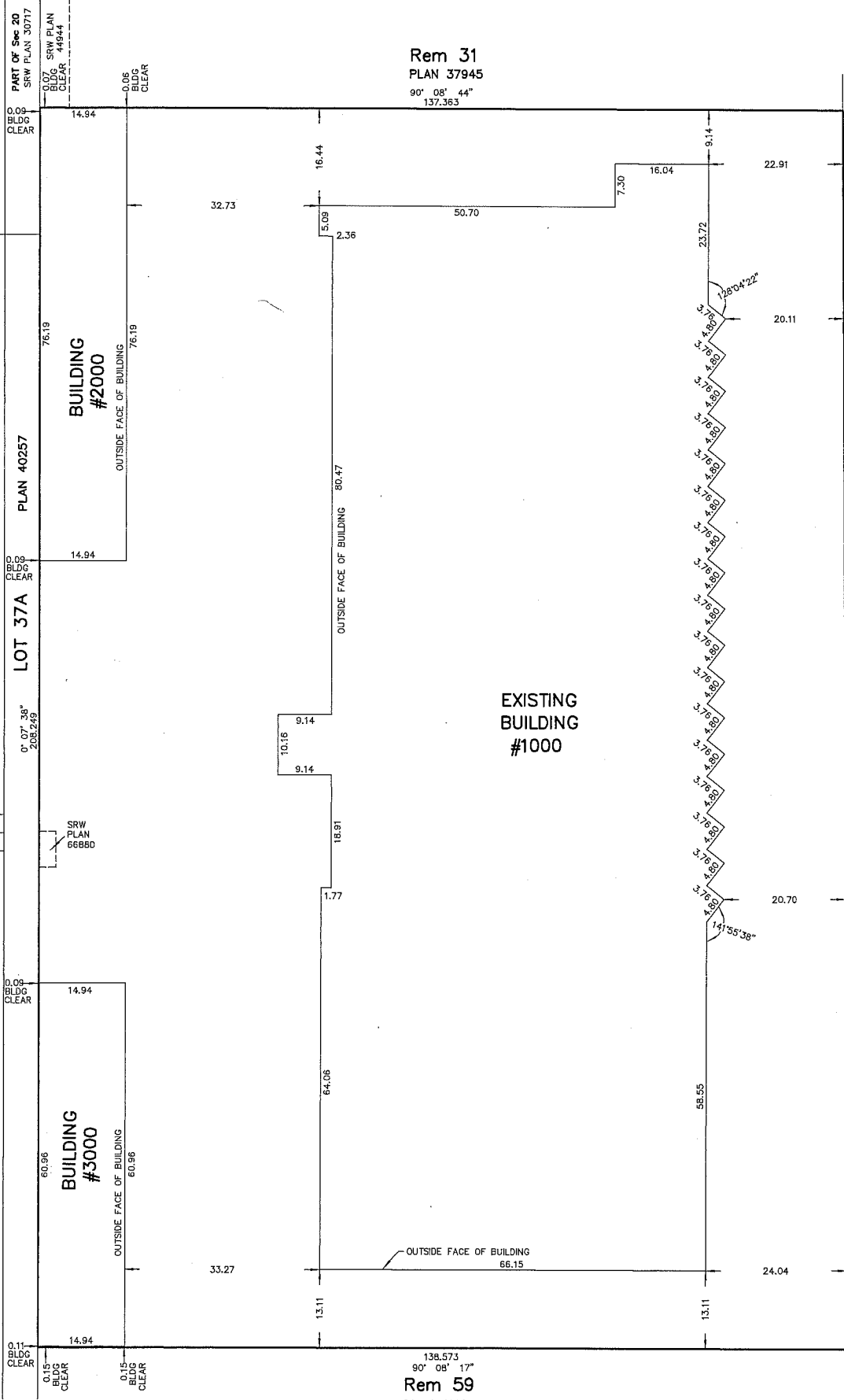


15
PLAN 30677

24
PLAN 37077

SRW PLAN 47455
SRW PLAN 47455

55
PLAN 44098



Rem 31
PLAN 37945
90° 08' 44"
137.353

EXISTING
BUILDING
#1000

Rem 59
PLAN 1169

NO. 6 ROAD

MATSON PECK & TOPLISS
SURVEYORS & ENGINEERS
#320 - 11120 HORSESHOE WAY
RICHMOND, B.C., V7A 5H7
PH: 604-270-9331
FAX: 604-270-4137
CADFILE: 17481-FINAL STRATA.DWG

- NOTES:**
- ALL BUILDING ANGLES ARE 90° UNLESS SHOWN OTHERWISE.
 - BLDG CLEAR INDICATES THE BUILDING IS CLEAR OF THE PROPERTY LINE BY THE OFFSET DIMENSION SHOWN

J. STEPHEN CAMPBELL, BCLS (#712)
THIS 24TH DAY OF NOVEMBER, 2015

MAIN FLOOR

SCALE 1:500

STRATA PLAN EPS3021



ALL DISTANCES ARE IN METRES

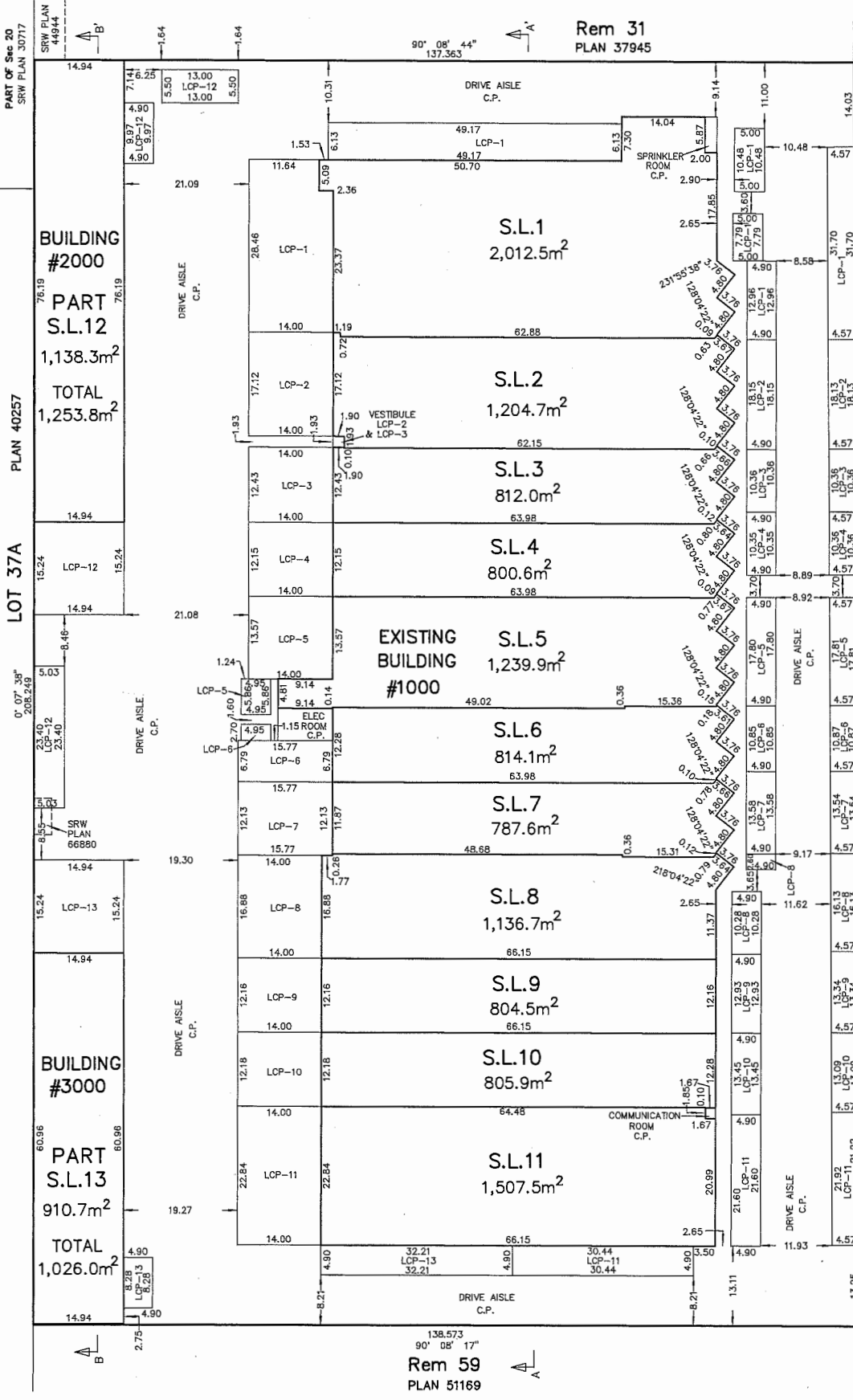


15
PLAN 30677

24
PLAN 37077

SRW PLAN 47455
SRW PLAN 47455

55
PLAN 44098



Rem 31
PLAN 37945

138.573
90° 08' 17"
Rem 59
PLAN 51169

NO. 6 ROAD

MATSON PECK & TOPLISS
SURVEYORS & ENGINEERS
#320 - 11120 HORSESHOE WAY
RICHMOND, B.C., V7A 5H7
PH: 604-270-9331
FAX: 604-270-4137
CADFILE: 17481-FINAL STRATA.DWG

CNCL - 133

ALL STRATA LOT AND LCP ANGLES ARE 90° UNLESS SHOWN OTHERWISE.

J. STEPHEN CAMPBELL, BCLS (#712)
THIS 24TH DAY OF NOVEMBER, 2015

MEZZANINE

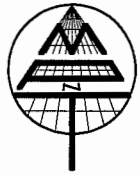
SHEET 4 OF 5 SHEETS

SCALE 1:500

STRATA PLAN EPS3021



ALL DISTANCES ARE IN METRES



15
PLAN 30677

24
PLAN 37077

SRW PLAN 47455
SRW PLAN 47455

55
PLAN 44098

PART OF Sec 20
SRW PLAN 30717

PLAN 40257

LOT 37A

0' 07' 38"
208.249

SRW PLAN 44944

SRW PLAN 66860

PERIMETER OF FLOOR BELOW

BUILDING #3000

PART S.L.13
115.3m²

PERIMETER OF FLOOR BELOW

PART S.L.12
115.5m²

BUILDING #2000

PERIMETER OF FLOOR BELOW

PERIMETER OF FLOOR BELOW

EXISTING BUILDING #1000

PERIMETER OF FLOOR BELOW

90° 08' 44"
137.363



Rem 31
PLAN 37945

NO. 6 ROAD

208.235
359' 47' 39"

MATSON PECK & TOPLUSS
SURVEYORS & ENGINEERS
#320 - 11120 HORSESHOE WAY
RICHMOND, B.C., V7A 5H7
PH: 604-270-9331
FAX: 604-270-4137
CADFILE: 17481-FINAL STRATA.DWG

138.573
90° 08' 17"
Rem 59
PLAN 51189



CNCL - 134

J. STEPHEN CAMPBELL, BCLS (#712)
THIS 24TH DAY OF NOVEMBER, 2015

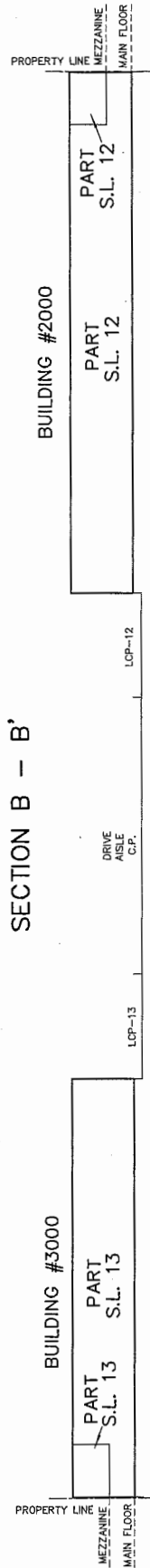
R-15-17481-STRATA

SECTIONS

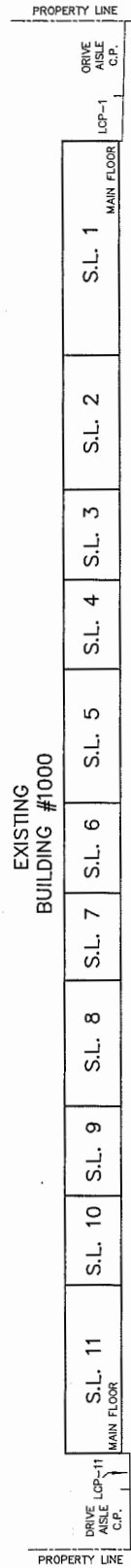
SCALE 1:500



ALL DISTANCES ARE IN METRES

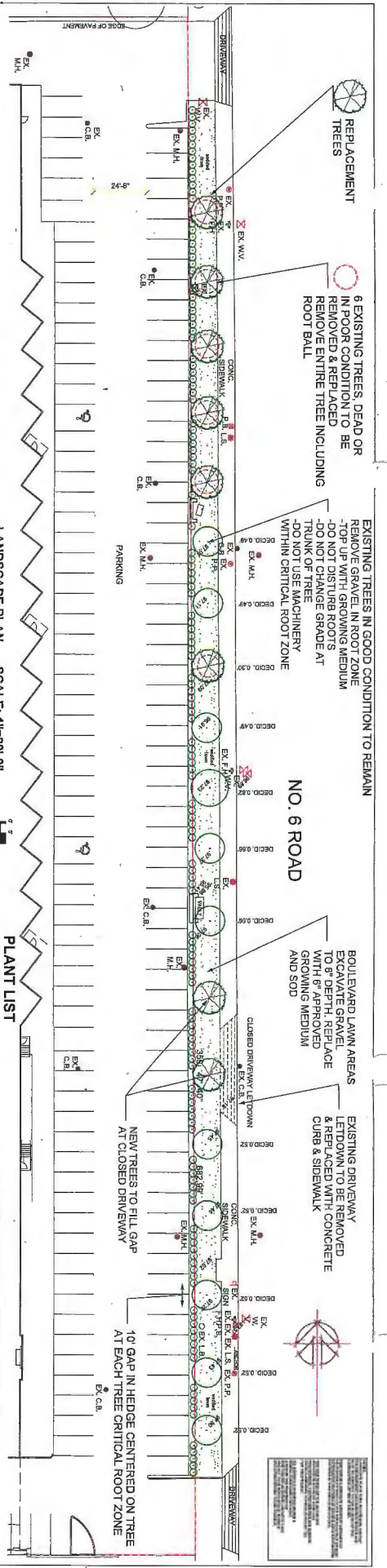


SECTION A - A'



MATSON PECK & TOPLISS
 SURVEYORS & ENGINEERS
 #320 - 11120 HORSESHOE WAY
 RICHMOND, B.C., V7A 5H7
 PH: 604-270-9331
 FAX: 604-270-4137
 CADFILE: 17481-FINAL STRATA.DWG

CNCL - 135

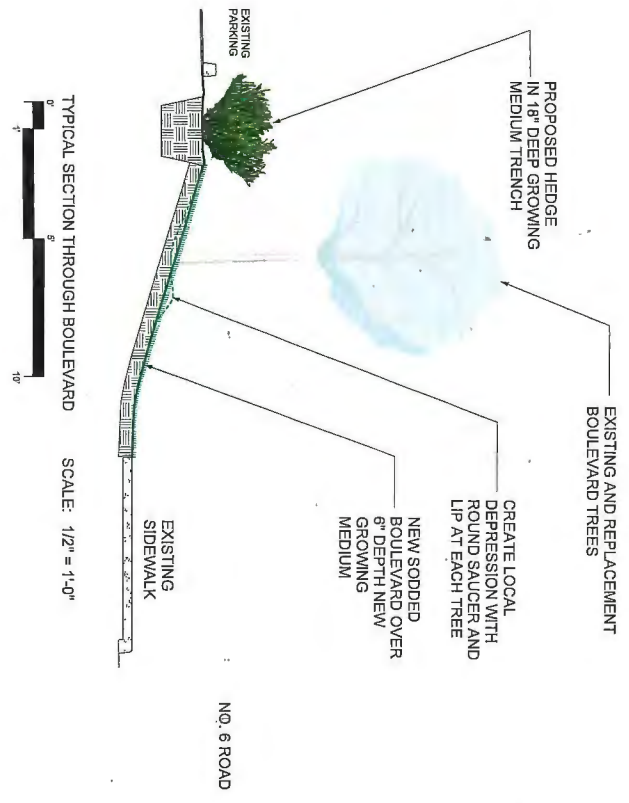


LANDSCAPE PLAN SCALE: 1"=20'-0"

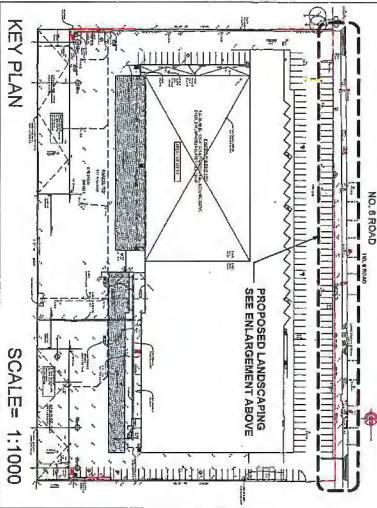
PLANT LIST

SYMBOL	QUANTITY	BOTANICAL NAME	COMMON NAME	SIZE	SPACING
	8	Acer platanoides 'Globosum'	Globe Maple	5cm dbh, 888	
	148	Prunella 'Chis Luyker'	Chis Luyker Lavender	#2 Cont. 3'x7' O.C.	

NOTES:
 ALL WORK & MATERIALS TO CONFORM TO THE LATEST EDITION OF THE BO LANDSCAPE STANDARD AND IN ACCORDANCE WITH THE DISTRICT OF CITY OF RICHMOND STANDARDS, UNLESS OTHERWISE NOTED.
 PROVIDE FERTILITY & PARTICLE SIZE ANALYSIS TEST FOR GROWING MEDIUM PRIOR TO STARTING WORK.
 PROVIDE MEDIUM TO BE WEED FREE AND COMPOSTED, CONFORMING TO CANVA STANDARD FOR LEVEL 2 SOILS.
 PROVIDE TOPSOIL DEPTHS AS FOLLOWS:
 TREES - Min. 2" IN ALL DIRECTIONS FROM ROOT BALLS. Min. 1" HAS FEET TREE.
 SHRUBS - 18" depth continuous trench.
 LAMN AREAS - Min. 6" depth continuous.
 ALL PLANT MATERIAL TO COME FROM A CERTIFIED DISEASE/FREE NURSERY. PROVIDE CERTIFICATION UPON REQUEST.
 PROVISION OF AN AUTOMATED Drip Irrigation System For Hedge Is Recommended By Design/Build, IN THE EVENT OF A DISCREPANCY BETWEEN THE NUMBER OF PLANTS SHOWN ON THE PLAN AND THE PLANT LIST QUANTITY, A MANUAL COUNT OF PLANT SYMBOLS IN THE DRAWING WILL TAKE PRECEDENT.



TYPICAL SECTION THROUGH BOULEVARD SCALE: 1/2"=1'-0"



KEY PLAN

SCALE= 1:1000

PROJECT
 2551 No. 6 ROAD
 RICHMOND, BC

DATE
 November 22, 2016

DRAWN R.D.

CHECKED R.D.

SCALE: AS NOTED

SHEET TITLE
 LANDSCAPE PLAN

SHEET NUMBER
 L.1

**City of Richmond****Policy Manual**

Page 1 of 1

Adopted by Council: Feb. 13/95

POLICY 5031

Amended by Council: Mar. 27, 1995; July 27, 2015

File Ref: 4105-00

STRATA TITLE CONVERSION APPLICATIONS – COMMERCIAL AND INDUSTRIAL**POLICY 5031:**

It is Council policy that:

The following matters shall be considered before deciding on any commercial or industrial strata title conversion applications involving three or more strata lots:

1. The life expectancy of the building and any projected major increases in maintenance costs due to the condition of the building. This information shall be supplied by the applicant in the form of a written report in an acceptable form prepared by a registered architect, engineer or similarly qualified professional. The report shall review the building's age, quality, general condition and measure of compliance with current building codes and City bylaws.
2. The impact of the proposal on the existing tenants in terms of their existing leases and their ability to offer to purchase the units they occupy or to relocate in comparable and suitable rental premises if unable to purchase their existing units.
3. The views of the affected tenants as established by a formal canvass by the City Staff or agents of the City. A standard form available from the City's Planning and Development Division may be used for this purpose.
4. Any proposals involving upgrading of the buildings or changes affecting open space, landscaping, common facilities, off-street parking and loading spaces. The ownership and management of the off-street parking and loading facilities should be specifically addressed.
5. Any other conditions peculiar to the circumstances of the conversion proposal and requiring special measures to be taken as a condition of approval.
6. All commercial or industrial strata conversion applications must be compatible with the City's bylaws regulating the use and development of the land and the servicing standards appropriate to the site.

(Planning and Development Division)

GRAFTON ENTERPRISES LTD.

July 15th, 2016

MORTON CLARKE & Co. LTD.
ATTENTION: PAUL CLARKE
1105, 1110, 1115, 1120 - 2551 No. 6 RD
RICHMOND, BC V6V 1P3

RE: STRATA PLAN EPS3021 AT 2551 No. 6 RD

We are in the final stages of completing the project at the above-noted address. We would like to inform you that the title of your units will be Strata (S.L. 1, S.L. 2, S.L. 3, & S.L. 4). The reason for this is to allow separate metering for gas, electric, water, sewer, and property taxes. This will ensure that tenants will pay for their own expenses and no one else's.

For those of you who do not know, this will have no ramifications with regards to your tenancy and only changes how the landlord, Grafton Enterprises Ltd., owns the property.

Please sign in the space below to indicate you do not take issue with this change.
Retain one copy for your records.

Sincerely,



GRAFTON ENTERPRISES LTD.
Wayne Grafton

AGREED TO THE ABOVE TERMS BY
MORTON CLARKE & Co. LTD.

SIGNATURE: 

DATE: 8/05/16

NAME: PAUL CLARKE CNCL - 138

20499 Westminster Hwy
Richmond, BC V6V 1B3

604-270-4737
604-270-4081

GRAFTON ENTERPRISES LTD.

July 15th, 2016

ULTIMATE SKATEBOARD DISTRIBUTORS INC.
ATTENTION: BRAD RICHMOND
1125 - 2551 No. 6 RD
RICHMOND, BC V6V 1P3

RE: STRATA PLAN EPS3021 AT 2551 No. 6 RD

We are in the final stages of completing the project at the above-noted address. We would like to inform you that the title of your unit will be Strata (S.L. 5). The reason for this is to allow separate metering for gas, electric, water, sewer, and property taxes. This will ensure that tenants will pay for their own expenses and no one else's.

For those of you who do not know, this will have no ramifications with regards to your tenancy and only changes how the landlord, Grafton Enterprises Ltd., owns the property.

Please sign in the space below to indicate you do not take issue with this change.
Retain one copy for your records.

Sincerely,



GRAFTON ENTERPRISES LTD.
Wayne Grafton

AGREED TO THE ABOVE TERMS BY
ULTIMATE SKATEBOARD DISTRIBUTORS INC.

SIGNATURE:



DATE:

July 21, 2016

NAME:

BRAD RICHMOND CNCL - 139

20499 Westminster Hwy
Richmond, BC V6V 1B3

604-270-4737
604-270-4081

GRAFTON ENTERPRISES LTD.

July 15th, 2016

1922103 ONTARIO INC. DBA SUPER 3 PRODUCE
ATTENTION: BEN CHEN
1130 & 1135 - 2551 No. 6 RD
RICHMOND, BC V6V 1P3

RE: STRATA PLAN EPS3021 AT 2551 No. 6 RD

We are in the final stages of completing the project at the above-noted address. We would like to inform you that the title of your units will be Strata (S.L. 6 & S.L. 7). The reason for this is to allow separate metering for gas, electric, water, sewer, and property taxes. This will ensure that tenants will pay for their own expenses and no one else's.

For those of you who do not know, this will have no ramifications with regards to your tenancy and only changes how the landlord, Grafton Enterprises Ltd., owns the property.

Please sign in the space below to indicate you do not take issue with this change.
Retain one copy for your records.

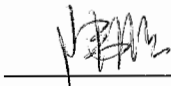
Sincerely,



GRAFTON ENTERPRISES LTD.
Wayne Grafton

AGREED TO THE ABOVE TERMS BY
1922103 ONTARIO INC. DBA SUPER 3 PRODUCE

SIGNATURE: _____



DATE: _____

Aug 5, 16.

NAME: _____

BEN CHEN

CNCL - 140

GRAFTON ENTERPRISES LTD.

July 15th, 2016

BESCORP HOLDINGS INC. (DBA TAPIO TEA COMPANY)
ATTENTION: KEN HSU
1140 & 1145 - 2551 No. 6 RD
RICHMOND, BC V6V 1P3

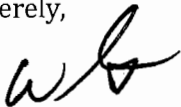
RE: STRATA PLAN EPS3021 AT 2551 No. 6 RD

We are in the final stages of completing the project at the above-noted address. We would like to inform you that the title of your units will be Strata (S.L. 8 & S.L. 9). The reason for this is to allow separate metering for gas, electric, water, sewer, and property taxes. This will ensure that tenants will pay for their own expenses and no one else's.

For those of you who do not know, this will have no ramifications with regards to your tenancy and only changes how the landlord, Grafton Enterprises Ltd., owns the property.

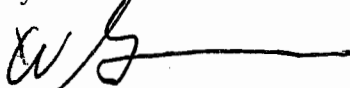
Please sign in the space below to indicate you do not take issue with this change.
Retain one copy for your records.

Sincerely,



GRAFTON ENTERPRISES LTD.

Wayne Grafton



AGREED TO THE ABOVE TERMS BY
BESCORP HOLDINGS INC. (DBA TAPIO TEA COMPANY)

SIGNATURE: _____

DATE: _____

NAME: _____

David Chang - 141

July 21/16

20499 Westminster Hwy
Richmond, BC V6V 1B3

604-270-4737
604-270-4081

GRAFTON ENTERPRISES LTD.

July 15th, 2016

THE CHEFS' WAREHOUSE PASTRY DIVISION CANADA ULC
ATTENTION: ED DAVIS
1150 & 1155 - 2551 No. 6 RD
RICHMOND, BC V6V 1P3

RE: STRATA PLAN EPS3021 AT 2551 No. 6 RD

We are in the final stages of completing the project at the above-noted address. We would like to inform you that the title of your units will be Strata (S.L. 10 & S.L. 11). The reason for this is to allow separate metering for gas, electric, water, sewer, and property taxes. This will ensure that tenants will pay for their own expenses and no one else's.

For those of you who do not know, this will have no ramifications with regards to your tenancy and only changes how the landlord, Grafton Enterprises Ltd., owns the property.

Please sign in the space below to indicate you do not take issue with this change.
Retain one copy for your records.

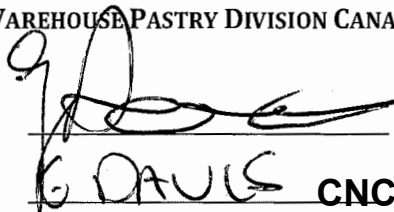
Sincerely,



GRAFTON ENTERPRISES LTD.
Wayne Grafton

AGREED TO THE ABOVE TERMS BY
THE CHEFS' WAREHOUSE PASTRY DIVISION CANADA ULC

SIGNATURE:


E DAVIS

DATE:

7/24/16

NAME:

CNCL - 142

20499 Westminster Hwy
Richmond, BC V6V 1B3

604-270-4737
604-270-4081

GRAFTON ENTERPRISES LTD.

July 15th, 2016

BARROCO FINE FURNITURE LTD.
ATTENTION: ROGER CHANG
BLDG 2000 - 2551 NO. 6 RD
RICHMOND, BC V6V 1P3

RE: STRATA PLAN EPS3021 AT 2551 NO. 6 RD

We are in the final stages of completing the project at the above-noted address. We would like to inform you that the title of your unit will be Strata (S.L. 12). The reason for this is to allow separate metering for gas, electric, water, sewer, and property taxes. This will ensure that tenants will pay for their own expenses and no one else's.

For those of you who do not know, this will have no ramifications with regards to your tenancy and only changes how the landlord, Grafton Enterprises Ltd., owns the property.

Please sign in the space below to indicate you do not take issue with this change.
Retain one copy for your records.

Sincerely,

GRAFTON ENTERPRISES LTD.
Wayne Grafton

AGREED TO THE ABOVE TERMS BY
BARROCO FINE FURNITURE LTD.

SIGNATURE: _____

DATE: _____

NAME: _____

Roger Chang
CNCL - 143

July 16 2016

GRAFTON ENTERPRISES LTD.

July 15th, 2016

TEC FLOOR COVERINGS LTD.
ATTENTION: LARS SOLLENIUS
BLDG 3000 - 2551 No. 6 RD
RICHMOND, BC V6V 1P3

RE: STRATA PLAN EPS3021 AT 2551 No. 6 Rd

We are in the final stages of completing the project at the above-noted address. We would like to inform you that the title of your unit will be Strata (S.L. 13). The reason for this is to allow separate metering for gas, electric, water, sewer, and property taxes. This will ensure that tenants will pay for their own expenses and no one else's.

For those of you who do not know, this will have no ramifications with regards to your tenancy and only changes how the landlord, Grafton Enterprises Ltd., owns the property.

Please sign in the space below to indicate you do not take issue with this change.
Retain one copy for your records.

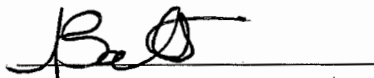
Sincerely,



GRAFTON ENTERPRISES LTD.
Wayne Grafton

AGREED TO THE ABOVE TERMS BY
TEC FLOOR COVERINGS LTD.

SIGNATURE:



DATE:

July 21/16.

NAME:

Alton Solenius ENCL - 144