



City of Richmond

Report to Committee Planning and Development Department

To: Planning Committee

Date: March 10, 2015

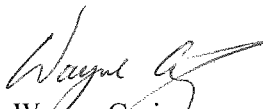
From: Wayne Craig
Director of Development

File: RZ 14-657378

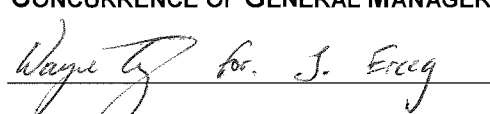
Re: Application by Peter Harrison for Rezoning at 2080/2100 No.4 Road from Single Detached (RS1/D) to Single Detached (RS2/B)

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9183, for the rezoning of 2080/2100 No.4 Road from "Single Detached (RS1/D)" to "Single Detached (RS2/B)", be introduced and given first reading.


Wayne Craig
Director of Development

AY:blg
Att.

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Affordable Housing	<input checked="" type="checkbox"/>	

Staff Report

Origin

Peter Harrison has applied to the City of Richmond for permission to rezone the property at 2080/2100 No. 4 Road from “Single Detached (RS1/D)” zone to “Single Detached (RS2/B)” zone to permit the property to be subdivided into two (2) lots fronting No. 4 Road. A duplex which currently exists on the lot will be demolished. A location map and aerial photograph of the subject site is included in Attachment 1. A preliminary subdivision plan is provided in Attachment 2.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is included in Attachment 3.

Surrounding Development

The subject site is located in the Tait Sub-Area of the Bridgeport Planning Area. Existing development immediately surrounding the subject site is as follows:

- To the north, east and south, are single-family residential lots zoned “Single Detached (RS1/D)”.
- To the west, directly across No. 4 Road, is a BC Hydro substation situated on an industrial lot zoned “Industrial Storage (IS)” and “Light Industrial (IL)”.

Related Policies & Studies

2041 Official Community Plan (OCP) and Bridgeport Area Plan

The 2041 Official Community Plan (OCP) designation of the subject site is “Neighbourhood Residential (NRES)” and the Bridgeport Area Plan designation of the subject site is “Residential (Single Family)”. The proposed single-family development complies with the OCP and Area Plan land use designations.

Single-Family Lot Size Policy 5448

The subject site is located within the area bounded by Single-Family Lot Size Policy 5448, which was adopted by Council on September 16, 1991, and subsequently amended on February 20, 2012 (see Attachment 4).

In accordance with Section 2.3.7 of Richmond Zoning Bylaw No. 8500, the provisions of the lot size policy do not apply to the subject proposal, as a legal non-conforming duplex is currently situated on the subject site and the intent of the proposed redevelopment is to subdivide the property into two (2) single-detached lots. This proposal is consistent with the single-family form and character of the Tait neighbourhood.

The lot size policy stipulates that rezoning along No. 4 Road shall be limited to the “Single Detached (RS2/C)” zone, or the “Single Detached (RS2/B)” zone where lane or internal road access is provided. The intent of the “Single Detached (RS2/C)” zone is to provide for on-site vehicle manoeuvring on Arterial Roads. As No. 4 Road is not designated as an Arterial Road in this location, there is no need to secure an additional building setback to facilitate on-site vehicle manoeuvring.

Flood Management

The proposed redevelopment must meet the minimum requirements of Richmond Flood Plain Designation and Protection Bylaw No. 8204. Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

Aircraft Noise Sensitive Development (ANSD) Policy

The subject site is located within Area 2 (High Aircraft Noise Area) of the Aircraft Noise Sensitive Development (ANSD) Policy. The Policy permits rezoning from one (1) Single-Family Housing District (R1) Subdivision Area to another Subdivision Area (A-H, J-K) on single-family residential lots within Area 2, subject to compliance with applicable policies. The proposed redevelopment complies with the ANSD Policy. Registration of an Aircraft Noise Sensitive Use Covenant on Title will be required prior to final adoption of the rezoning bylaw to address aircraft noise mitigation and public awareness.

Ministry of Transportation and Infrastructure (MOTI) Referral

The subject proposal was referred to the British Columbia Ministry of Transportation and Infrastructure (MOTI), as the subject site is located within 800 m of a controlled access highway. Preliminary approval of the proposed rezoning for a period of one (1) year was granted on October 20, 2014 pursuant to Section 52(3)(a) of the Transportation Act. Prior to final adoption of the rezoning bylaw, the applicant must obtain final approval from the Ministry of Transportation and Infrastructure.

Public Consultation

The rezoning information sign has been installed on the subject property. Staff have not been notified of any concerns expressed by the public regarding the proposed redevelopment.

Analysis

Site Servicing and Vehicle Access

There are no servicing concerns with the proposed rezoning.

Vehicle access to both proposed lots is to be from No. 4 Road. Additional driveway access associated with the proposed redevelopment may be supported along No. 4 Road at this location. The existing driveway will be closed and the dimensions of new driveways are to be limited to four (4) m at the west property line. Proposed driveway and walkway locations must not conflict

with the existing power and street light pole along the property frontage, and must be located at least one (1) m away from new water meter boxes.

Trees and Landscaping

A Certified Arborist's Report and Tree Retention Plan was submitted by the applicant. The Report identifies one (1) Cedar hedge on-site proposed for removal, one (1) bylaw-sized Cedar tree on-site proposed for retention, and four (4) bylaw-sized Cedar trees on neighbouring property to be retained. The on-site Cedar hedge and Cedar tree are located along the subject property frontage and are jointly owned by the City and the subject property owners. A copy of the proposed Tree Retention Plan is included in Attachment 5.

Parks Department staff have reviewed the Arborist's Report and concur with the Arborist's recommendation that the Cedar hedge should be removed, as it will conflict with the proposed location of the new driveways.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report, conducted an on-site visual tree assessment, and concurs with the Arborist's recommendations as follows:

- One (1) bylaw-sized Cedar tree (Tag# 2) located along the subject property frontage is to be retained and protected at a minimum of 3.5 m out from the base of the tree.
- Four (4) bylaw-sized Cedar trees (Tag#'s 3, 4, 5 and 6) located on neighbouring property are to be retained and protected at a minimum of 2.5 m from the property line.

Tree protection fencing is to be installed around Tree Tag#'s 2-6 to City standard and in accordance with the City's Bulletin Tree-03 prior to demolition of existing buildings, and must remain in place until all construction and landscaping works are completed on-site. To ensure the protection of Tree Tag#'s 2-6, the applicant is required to complete the following:

- Submit a Tree Survival Security in the amount of \$1,000 for the Cedar tree to be retained on-site.
- Enter into a contract between the applicant and a Certified Arborist for the supervision of works conducted within close proximity to the tree protection zones of the trees to be retained. Pending the survival of the trees, the Tree Survival Security will not be released until a post-construction impact assessment report is submitted and reviewed to the satisfaction of City Staff.

Consistent with Council Policy 5032 – Tree Planting, the applicant has agreed to plant four (4) new trees on-site (two [2] on each proposed subdivided lot). To ensure that the new trees are planted and maintained on-site, the applicant is required to submit a Landscaping Security in the amount of \$2,000 (\$500/tree) prior to final adoption of the rezoning bylaw.

Affordable Housing Strategy

For Single-Family rezoning applications, Richmond's Affordable Housing Strategy requires a secondary suite within a dwelling on 50% of new lots created through rezoning and subdivision, or a cash-in-lieu contribution of \$1.00/ft² of total building area towards the City's Affordable Housing Reserve Fund.

The applicant proposes to provide a legal secondary suite in the dwelling on one (1) of the two (2) lots proposed at the subject site. To ensure that the secondary suite is built to the satisfaction of the City in accordance with the City's Affordable Housing Strategy, the applicant is required to enter into a legal agreement registered on Title, stating that no final Building Permit inspection will be granted until the secondary suite is constructed to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw. Registration of the legal agreement is required prior to final adoption of the rezoning bylaw. This agreement will be discharged from Title (at the initiation of the applicant) on the lot where the secondary suite is not required by the Affordable Housing Strategy after the requirements are satisfied.

Note: Should the applicant change their mind about the Affordable Housing option selected, a voluntary contribution to the City's Affordable Housing Reserve Fund in-lieu of providing the secondary suite will be accepted. In this case, the voluntary contribution would be required to be submitted prior to final adoption of the rezoning bylaw, and would be based on \$1.00/ft² of total building area of the single detached dwellings to be constructed (i.e., \$5,283).

Subdivision Stage

At Subdivision stage, the applicant is required to enter into a Servicing Agreement with the City for works including, but not limited to engineering servicing and frontage upgrades as outlined in Attachment 6.

Financial Impact or Economic Impact

None.

Conclusion

The rezoning application to permit the subdivision of the subject site into two (2) smaller lots zoned "Single Detached (RS2/B)" is consistent with applicable policies and land use designations outlined within the Official Community Plan (OCP), and with Richmond Zoning Bylaw No. 8500.

The applicant has agreed to the list of rezoning considerations (signed concurrence on file) included in Attachment 6.

On this basis, it is recommended that Zoning Bylaw 8500, Amendment Bylaw 9183 be introduced and given first reading.



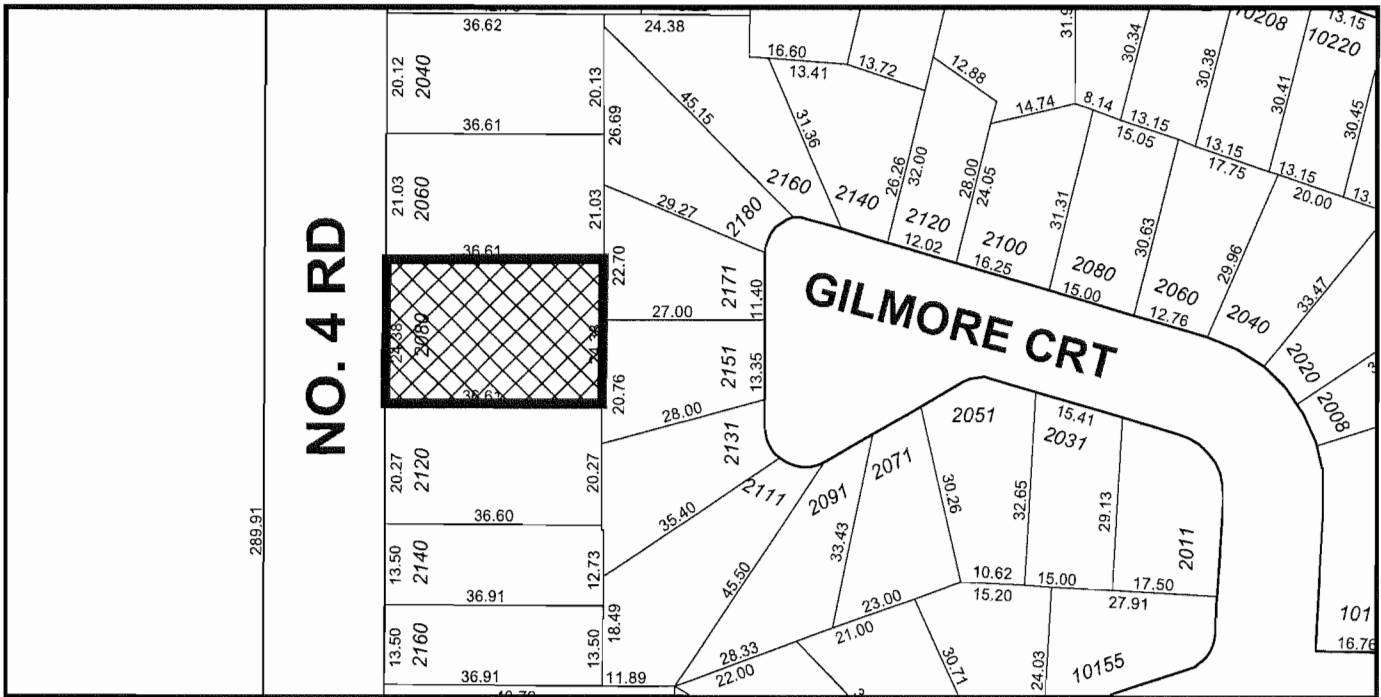
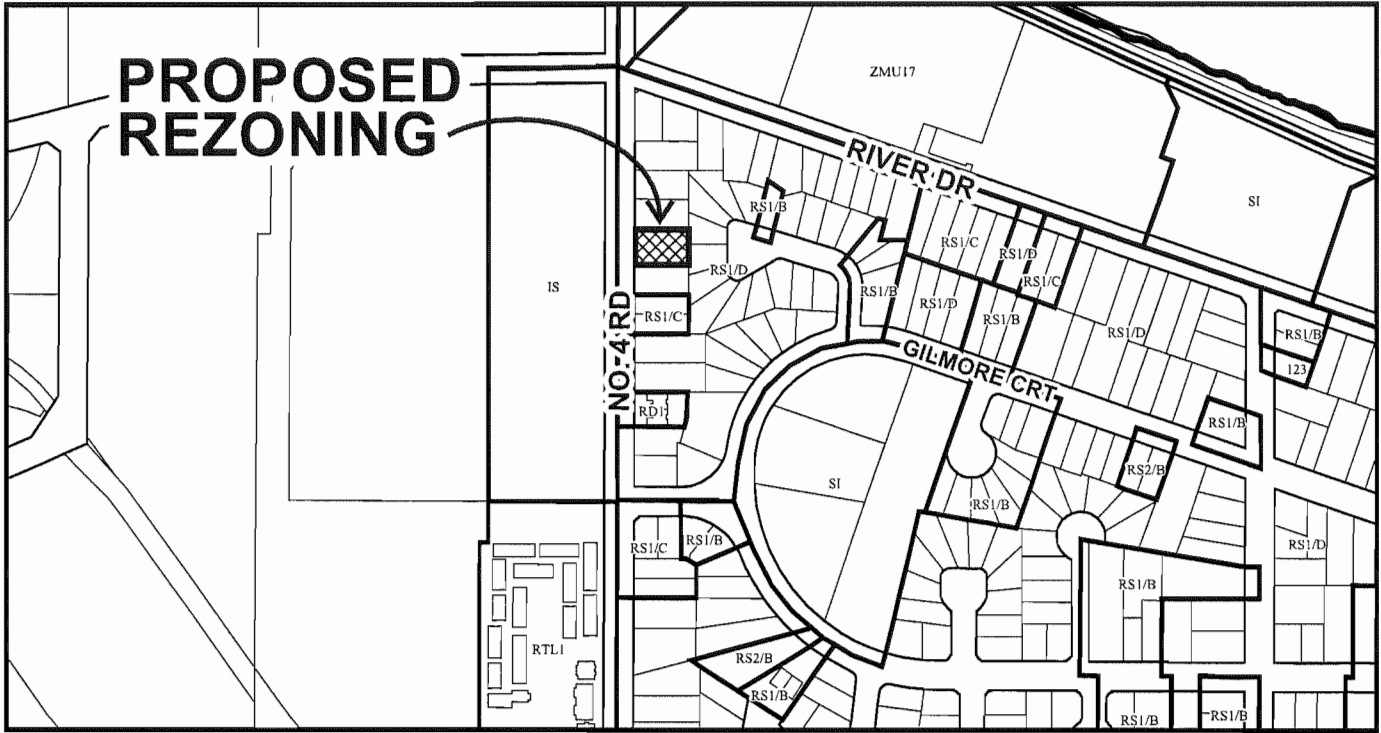
Andrew Yu
Planning Technician (Temp)
(604-204-8518)

AY:blg

- Attachment 1: Location Map and Aerial Photograph
- Attachment 2: Preliminary Subdivision Plan
- Attachment 3: Development Application Data Sheet
- Attachment 4: Single-Family Lot Size Policy 5448
- Attachment 5: Proposed Tree Retention Plan
- Attachment 6: Rezoning Considerations



City of
Richmond



RZ 14-657378

Original Date: 03/05/14
 Revision Date:
 Note: Dimensions are in METRES



City of
Richmond



RZ 14-657378

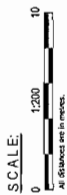
Original Date: 03/05/14

Revision Date:

Note: Dimensions are in METRES

B.C. LAND SURVEYOR'S PROPOSED SUBDIVISION AND TOPOGRAPHIC SURVEY OF:

LOT 308 EXCEPT PART SUBDIVIDED BY PLAN 81741, SECTION 23 BLOCK 5 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN 41897



Lid Elev: 0.89
Size: 0.46
Inv NE: -0.34
Lid Material: Metal
Sump: -0.01
No other pipe or structure
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covered by cooling wa-

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Parcel Identification Number (PID):
004-268-334

SITE AREA
Lot A 892.3 m²
Lot B 446.15 m²
9605 sq.ft. 446.15 m²
4802 sq.ft. 4802 sq.ft.

CIVIC ADDRESS
2080 No. 4 Road,
Richmond, BC.

ZONING
RS1/D

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This document was prepared for the use of our client, PETER HARRISON.

This document is intended for use as a legal document. It is based on Land Title Office records, and does not represent a boundary survey. Contact us for details and never must be confirmed by a proper cadastral survey.

Explorer Land Surveys Inc. accepts no responsibility or liability for any damages that may be suffered by a third party as a result of any decisions made or actions taken based on this document.

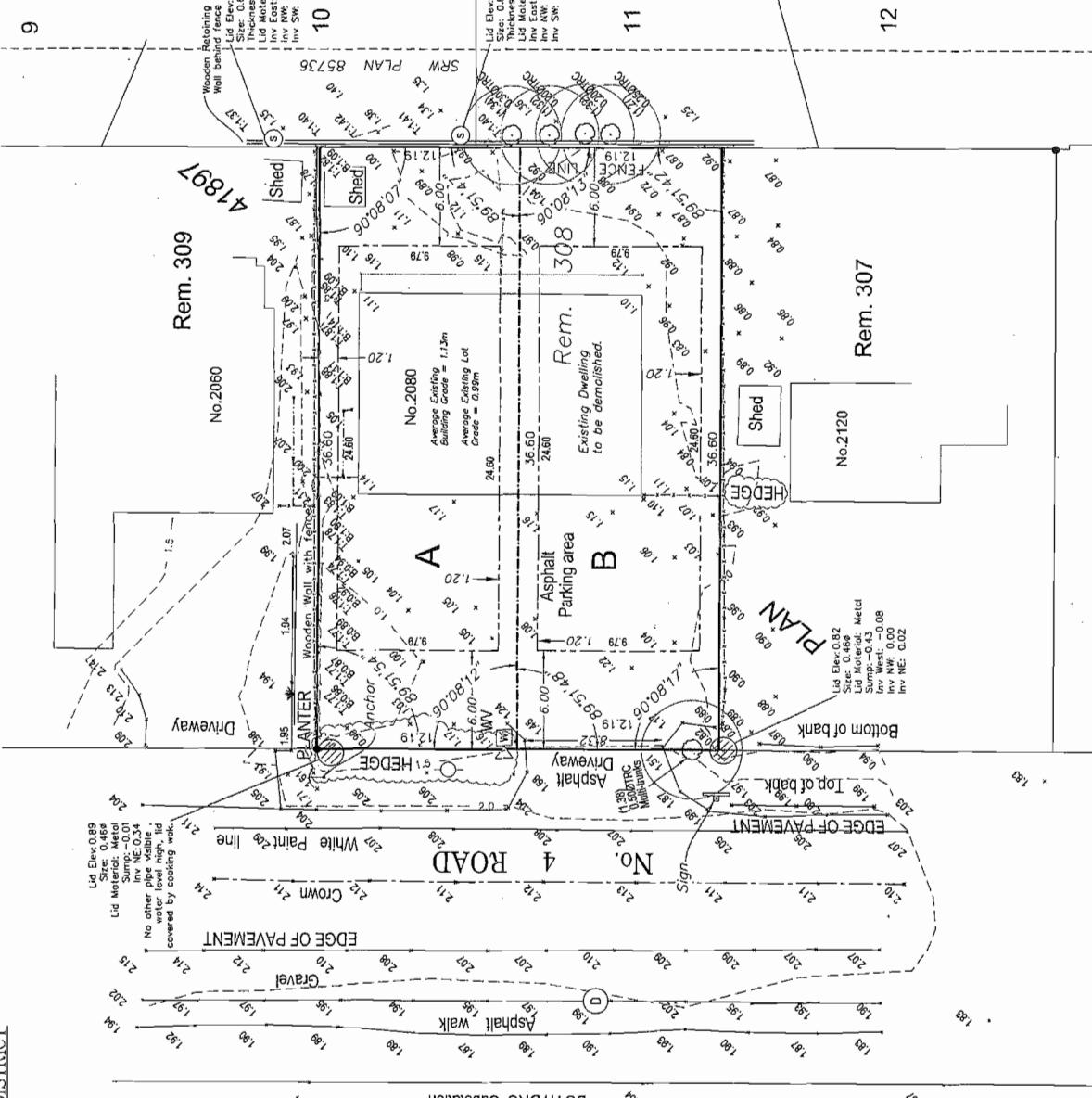
FILE #: 0202
PROFESSIONAL LAND SURVEYOR
Explorer
Land Surveys Inc.
110 - 410 West Broadway, Suite 102
Vancouver, BC V6B 5L7
Tel: 604-681-2222
www.explorersurveys.com

LEGEND

Elevations are geoidic based on integrated survey equipment 780596 in the City of Richmond at elevation 1.52 m.
Note: Only trees with Trunk greater than 0.20m are identified. Consult Arbores to verify tree species.

- denotes Iron Post Found
- denotes Deciduous Tree type
- denotes Coniferous Tree type
- D - denotes Storm Manhole
- S - denotes Sanitary Manhole
- W - denotes Water meter
- W - denotes Lawn basin
- W - denotes Power Pole
- W (T=Top, B=Bottom) - Relating Wall Elevation Labels
- W - denotes Water valve

85735



PLAN

CERTIFIED CORRECT
Lot dimensions are correct according to Land Title Office records.

[Signature]
Kenseth KC Ng, BCLS
Field Survey - 6 February, 2014
Dated this 11th of February, 2014.
This document is not valid unless properly signed and stamped with the official signature.
Atty. #1652 / www.explorersurveys.com

*Rezoning is required prior to Subdivision Application



RZ 14-657378

Attachment 3

Address: 2080/2100 No.4 Road

Applicant: Peter Harrison

Planning Area(s): Bridgeport (Tait Sub-Area)

	Existing	Proposed
Owners:	Peter Harrison/Anthony Harrison	TBD
Site Size (m²):	892.3 m ²	446.2 m ² (proposed north lot) 446.2 m ² (proposed south lot)
Land Uses:	Legal Non-Conforming Duplex	Single-family residential
OCP Designation:	Neighbourhood Residential	Complies
Area Plan Designation:	Residential (Single-family)	Complies
702 Policy Designation:	Lot Size Policy 5448	Not applicable
Zoning:	Single Detached (RS1/D)	Single Detached (RS2/B)
Number of Lots:	1	2
Aircraft Noise Sensitive Development (ANSD) Policy:	Area 2 (High Aircraft Noise Area)	Complies

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.55	Max. 0.55	none permitted
Lot Coverage – Building:	Max. 45%	Max. 45%	none
Lot Coverage – Building, structures, non-porous surfaces:	Max. 70%	Max. 70%	none
Lot Coverage – Landscaping with live plant material:	Min. 25%	Min. 25%	none
Setback – Front & Rear Yards (m):	Min. 6 m	Min. 6 m	none
Setback – Interior Side Yards (m):	Min. 1.2 m	Min. 1.2 m	none
Height (m):	Max. 2½ storeys	Max. 2½ storeys	none
Lot Size (m ²):	Min. 360 m ²	446.2 m ² (proposed north lot) 446.2 m ² (proposed south lot)	none
Lot Width (m):	Min. 12 m	12.2 m (proposed north lot) 12.2 m (proposed south lot)	none
Lot Depth (m):	Min. 24 m	36.6 m (proposed north lot) 36.6 m (proposed south lot)	none
Lot Frontage (m):	Min. 6 m	12.2 m (proposed north lot) 12.2 m (proposed south lot)	none

Other: Tree replacement compensation required for loss of significant trees.



City of Richmond

Policy Manual

Page 1 of 2

Adopted by Council: September 16, 1991

POLICY 5448

Amended By Council: February 20, 2012

File Ref: 4045-00

SINGLE-FAMILY LOT SIZE POLICY IN QUARTER-SECTION 23-5-6

POLICY 5448:

The following policy establishes lot sizes in a portion of Section 23-5-6, bounded by the Bridgeport Road, Shell Road, No. 4 Road and River Drive:

That properties within the area bounded by Bridgeport Road on the south, River Drive on the north, Shell Road on the east and No. 4 Road on the west, in a portion of Section 23-5-6, be permitted to rezone and subdivide in accordance with the provisions of Single Detached (RS1/B) in Zoning and Development Bylaw 8500, with the following provisions:

- (a) Properties along Bridgeport Road (between McKessock Avenue and Shell Road) and along Shell Road will be restricted to Single Detached (RS1/D) unless there is lane or internal road access in which case Single Detached (RS1/B) will be permitted;
- (b) Properties along Bridgeport Road between No. 4 Road and McKessock Avenue will be restricted to Single Detached (RS1/D) unless there is lane access in which case Compact Single Detached (RC2) and Coach Houses (RCH) will be permitted;
- (c) Properties along No. 4 Road and River Drive will be restricted to Single Detached (RS1/C) unless there is lane or internal road access in which case Single Detached (RS1/B) will be permitted;

and that this policy, as shown on the accompanying plan, be used to determine the disposition of future single-family rezoning applications in this area, for a period of not less than five years, unless changed by the amending procedures contained in the Zoning and Development Bylaw.

SUBJECT
SITE



Rezoning and subdivision permitted as per **RS1/B** except:

1. River Drive: **RS1/C** unless there is a lane or internal road access, then **RS1/B**.
2. Shell Road: **RS1/D** unless there is a lane or internal road access, then **RS1/B**.
3. No. 4 Road: **RS1/C** unless there is a lane or internal road access then **RS1/B**.
4. Bridgeport Road: **RS1/D** unless there is a lane or internal road access then **RS1/B**.



Rezoning and subdivision permitted as per **RS1/B** unless there is a lane access then **RC2** or **RCH**.

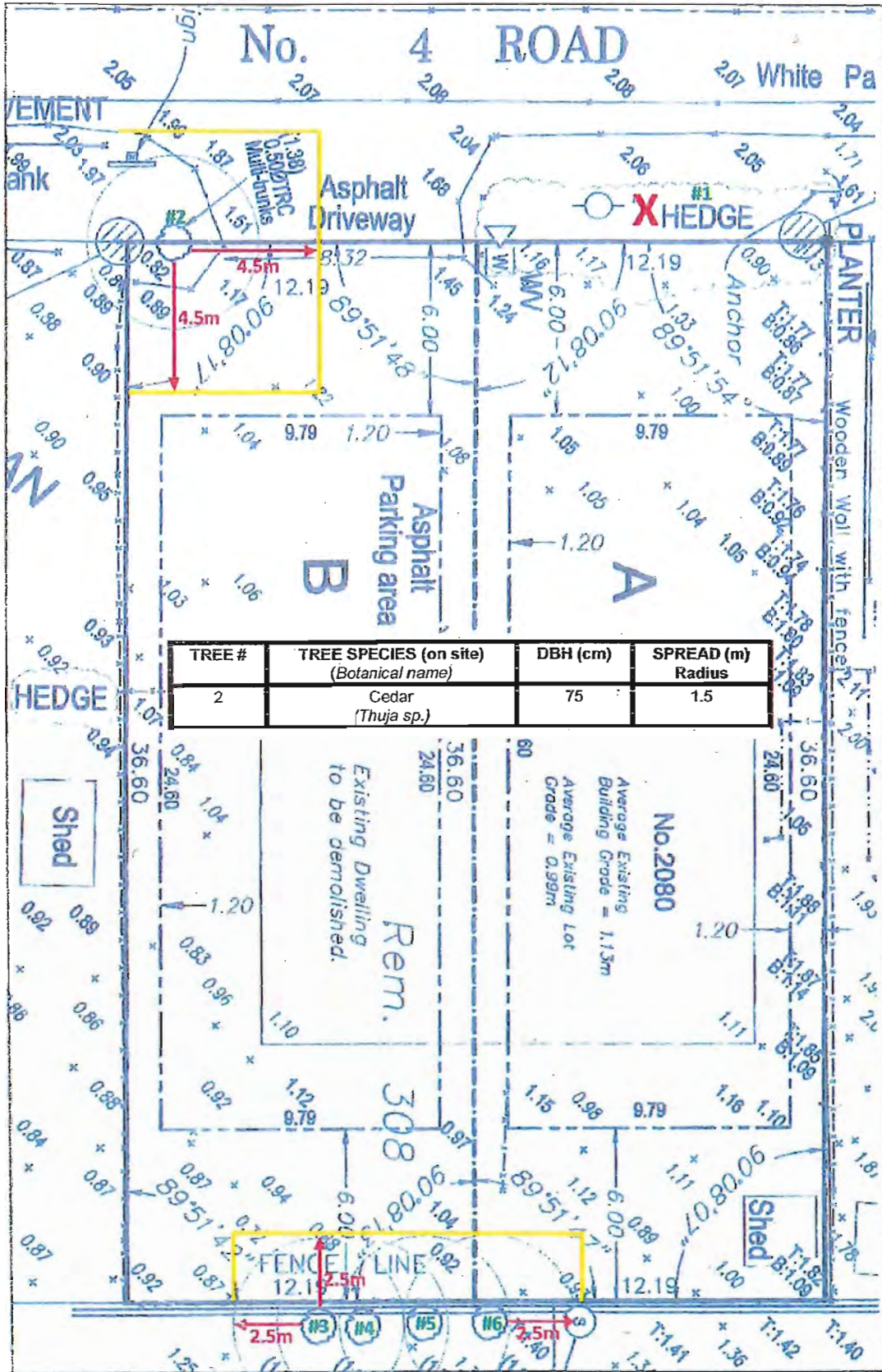


Policy 5448 Section 23, 5-6

Adopted Date: 09/16/91

Amended Date: 02/20/12

Tree Retention & Removal Plan, Scale 1:200





City of Richmond

Rezoning Considerations

Development Applications Division
6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 2080/2100 No.4 Road

File No.: RZ 14-657378

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9183, the developer is required to complete the following:

1. Provincial Ministry of Transportation & Infrastructure Approval.
2. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
3. Submission of a Tree Survival Security to the City in the amount of \$1,000 for the one (1) Cedar tree (Tag# 2) located along the subject property frontage to be retained.
4. Submission of a Landscaping Security to the City in the amount of \$2,000 (\$500/tree) for the four (4) trees to be planted and maintained on the subject property (two [2] on each subdivided lot) at a minimum size of 3.5 m tall conifer or 6 cm deciduous caliper.
5. Registration of an aircraft noise sensitive use covenant on title.
6. Registration of a flood indemnity covenant on title.
7. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on one (1) of the two (2) future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.

Note: Should the applicant change their mind about the Affordable Housing option selected prior to final adoption of the Rezoning Bylaw, the City will accept a voluntary contribution of \$1.00 per buildable square foot of the single-family developments (i.e. \$5,283) to the City's Affordable Housing Reserve Fund in-lieu of registering the legal agreement on Title to secure a secondary suite.

At Demolition Permit* Stage, the developer must complete the following requirements:

1. Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.

At Subdivision* stage, the developer must complete the following requirements:

1. Enter into a Servicing Agreement* for the design and construction of engineering infrastructure improvements. Works include, but may not be limited to the following:

Water Works:

- Using the OCP Model, there is 322 L/s of water available at a 20 psi residual at the No. 4 Road frontage. Based on the proposed development, the site requires a minimum fire flow of 95 L/s. Once the applicant has confirmed the building design at Building Permit stage, the applicant must submit fire flow calculations signed and sealed by a professional engineer based on the Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) to confirm that there is adequate available flow.
- Disconnect the existing 20 mm diameter water connection and cap the tie-in at the main. Install two (2) new 25 mm diameter connections complete with meter boxes at the property line to service the two (2) new lots. Meter boxes must be placed on grass boulevard outside of private fence at minimum one (1) m away from paved driveways and walkways. Details to be finalized in the Servicing Agreement Designs.

Storm Sewer Works:

- Relocate or replace the existing ICs located at the northwest and southwest corners out of the private property subject to the ICs' condition and location of the proposed driveways, and install a new 100 mm diameter storm service connection to each storm ICs for servicing the two (2) subdivided lots. Details to be finalized in the Servicing Agreement Designs.
- Install a new IC as lawn drain at the common property line between the proposed driveways if required. Details to be finalized in the Servicing Agreement Designs.
- Boulevard must be graded towards the ICs to prevent storm water from ponding on the boulevard, road, driveways and walkways.

Sanitary Sewer Works:

- Remove the existing sanitary IC and cut and cap the existing lead pipe at the main. Install a new 450 mm diameter Type II IC complete with two (2) 100 mm diameter connections for servicing the two (2) new lots at the common property line. Details to be finalized in the Servicing Agreement Designs.
- The required sanitary sewer works outlined above must be completed prior to the issuance of a Building Permit to prevent the developer's building foundation work from jeopardizing the City forces' ability to access the rear yard with heavy equipment.

Frontage Improvements:

- Developer is required to construct curb, gutter, a 1.5 m-wide sidewalk and a grass/treed boulevard along the entire development frontage. The boulevard is to be placed within the remaining width between the new sidewalk and the curb. Details to be finalized in the Servicing Agreement Designs.
- The existing driveway is to be closed and the dimensions of new driveways are to be limited to four (4) m at the west property line. Proposed driveway and walkway locations must not conflict with the existing power and street light pole along the property frontage, and must be located at least one (1) m away from new water meter boxes.

General Items:

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required, including, but not limited to site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

Prior to Building Permit Issuance, the developer must complete the following requirements:

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Division. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Division at 604-276-4285.

Note:

- * This requires a separate application.

- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

[signed copy on file]

Signed

Date



Richmond Zoning Bylaw 8500
Amendment Bylaw 9183 (RZ 14-657378)
2080/2100 No. 4 Road

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

- 1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it "SINGLE DETACHED (RS2/B)".

P.I.D. 004-268-334

Lot 308 Except: Part Subdivided by Plan 81711, Section 23 Block 5 North Range 6 West New Westminster District Plan 41897

- 2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9183".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE APPROVAL

ADOPTED

Series of horizontal lines for signatures and dates corresponding to the reading stages.

Official stamp: CITY OF RICHMOND, APPROVED by [Signature], APPROVED by Director or Solicitor [Signature]

MAYOR

CORPORATE OFFICER