



# City of Richmond

## Report to Committee

**To:** General Purposes Committee

**Date:** January 23, 2018

**From:** David Weber  
Director, City Clerk's Office

**File:** 03-1240-01/2018

**Re:** 2018 Parcel Tax Roll Review Panel for Local Area Services

### Staff Recommendation

That the meeting of the 2018 Parcel Tax Roll Review Panel be scheduled for Wednesday, March 21, 2018 at 4:00 p.m. in the Anderson Room (M 2.001) at Richmond City Hall.

David Weber  
Director, City Clerk's Office

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

### Staff Report

#### Origin

The *Community Charter* requires that the Parcel Tax Roll Review Panel meet in order to:

1. hear complaints regarding the amount of frontage on which new assessments are based; and
2. certify the taxable frontage as correct,

with regard to any local area services that have been completed and are being prepared in terms of applying the parcel taxes to the relevant properties. A Council resolution is required to establish the time and place for the sitting of the Panel.

The Local Area Service Project, which will be on the 2018 agenda is:

- Local Area Service Bylaw No. 9277 – North Side Donald Road from and including 6991 Donald Road to and including 7480 Grandy Road and South Side Donald Road from Gilbert Road to and including 6760 Donald Road

The authorizing Bylaw was adopted on February 9, 2016 and the work was completed in 2017. The Parcel Tax is to be applied for a period of 15 years commencing in 2018 in accordance with the authorizing Bylaw.

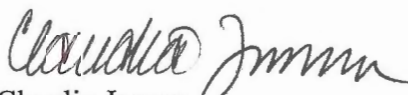
#### Findings of Fact

At the December 11, 2017 Regular Council meeting, the members of the Public Works and Transportation Committee – Councillors Chak Au (Chair), Harold Steves, Derek Dang, Carol Day, and Alexa Loo – were appointed as the Parcel Tax Roll Review Panel for Local Area Services.

Council must establish the date, time and place for the sitting of the Parcel Tax Roll Review Panel early enough to allow for the statutory advertising and public notification that is required under the *Community Charter*.

#### Conclusion

It is recommended that the sitting of the 2018 Parcel Tax Roll Review Panel be scheduled for Wednesday, March 21, 2018 at 4:00 p.m. in the Anderson Room (M 2.001) at Richmond City Hall, immediately preceding the scheduled Public Works and Transportation Committee meeting.

  
Claudia Jesson  
Manager, Legislative Services

Att. 1 – Staff report regarding Local Area Services Program – Bylaw No. 9277



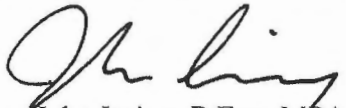
**City of  
Richmond**

**Report to Committee**

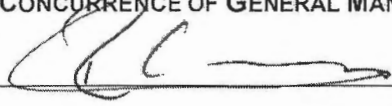


**To:** Public Works and Transportation Committee      **Date:** December 21, 2015  
**From:** John Irving, P.Eng. MPA      **File:** 10-6000-01/2015-Vol 01  
            Director, Engineering  
**Re:** **Local Area Services – North Side Donald Road from and including 6991 Donald Road to and including 7480 Grandy Road and South Side Donald Road from Gilbert Road to and including 6760 Donald Road - Bylaw No. 9277**

**Staff Recommendation**

1. That the Local Area Services Program for roadway development to widen pavement, install curb, gutter, sidewalk, street lights and boulevard trees (where ditch has previously been eliminated on Donald Road), be adopted in accordance with Section 211 and 212 of the *Community Charter*; and
  
2. That Bylaw No. 9277, which authorizes local area services construction at Donald Road, be introduced and given first, second and third readings.

  
 John Irving, P.Eng. MPA  
 Director, Engineering  
 (604-276-4140)

Att. 1

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

## Staff Report

### Origin

The *Community Charter* requires that Council adopt a Bylaw to establish a Local Area Service after a LAS petition is successfully circulated and certified.

A Local Area Services Program petition was successfully circulated and certified as sufficient and valid on June 25, 2015 for roadway development to widen pavement, install curb, gutter, sidewalk, street lights and boulevard trees (where ditch has previously been eliminated) along the specific areas of Donald Road – Gilbert Road to Grandy Road as shown in attached Bylaw No. 9277 Plan to Schedule "A".

### Analysis

The Local Area Services Program petition has support of 64% of the subject properties. The minimum threshold requirement for public support according to the *Community Charter* is 50%.

In support of the Local Area Service Bylaw, this report confirms that:

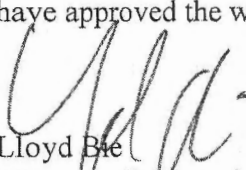
1. The estimated cost of the work is \$ 1,011,000.00;
2. The estimated share (100%) of the total cost which will be specially charged against the parcels benefiting from or abutting on the work is \$1,011,000.00 as a parcel tax based on taxable frontage through general taxation. A detailed listing of the cost per property is attached in Bylaw No. 9277;
3. The charge per taxable front metre against the various parcels is estimated to be \$1,729.21;
4. The number of instalments by which the special charges shall be made payable are 15.

### Financial Impact

The 2016 Capital Plan includes, for Council consideration, financial funding of \$1,011,000.00 for the Local Area Services Program projects funded from the Local Improvement Reserve. If approved, this project will fund the Donald Road Local Area Services Program. This value will be recovered from benefiting property owners over 15 years through a parcel tax identified in the proposed Bylaw No. 9277 included with this report.

### Conclusion

It is recommended that this project proceed as financing is in place and the benefiting residents have approved the work by petition in accordance with the *Community Charter*.

  
Lloyd Bie  
Manager, Engineering Planning  
(604-276-4075)

Att. 1: Local Area Service Bylaw No. 9277



**LOCAL AREA SERVICE BYLAW NO. 9277**

WHEREAS:

- A. Section 211 of the *Community Charter* authorizes **Council** to, by bylaw, establish a local area service;
- B. **Council** has received a **Petition** requesting provision of the **Service**;
- C. The **Corporate Officer** has certified the sufficiency of the **Petition**; and
- D. Section 216 of the *Community Charter* provides that the costs of a **Service** may be recovered by a **Tax**.

The **Council** of the **City** enacts as follows:

**PART ONE: LOCAL AREA SERVICE**

**1. Service Cost**

1.1.1 The cost of the **Service** shall be the actual costs of construction of the **Service**.

**1.2. Service Recovery Cost**

1.1.2 The full cost of the **Service** shall be recovered by the **Tax**.

**1.3. Tax Allocation**

1.1.3 The **Tax** shall, as more particularly set-out in schedule A of this bylaw, be allocated amongst the **Parcels** on the basis of **Parcel** frontage area.

**1.4 Tax Repayment**

1.1.4 The **Tax** shall be imposed on the **Parcels** for a period of 15 years commencing the year after completion of the construction of the **Service**.

**PART TWO: INTERPREATION**

**2.1** In this bylaw, unless the context requires otherwise:

**CITY** means the City of Richmond

**COMMUNITY CHARTER** means *Community Charter*, SBC 2003, c. 26, as amended or replaced from time to time

<b>CORPORATE OFFICER</b>	means the person appointed by <b>Council</b> pursuant to section 148 of the <i>Community Charter</i> as the Corporate Officer of the <b>City</b> , or his or her designate
<b>COUNCIL</b>	means the council of the <b>City</b>
<b>LOCAL SERVICE AREA</b>	means the area described in schedule A of this bylaw
<b>PARCELS</b>	means the parcels of land within the <b>Local Service Area</b>
<b>PETITION</b>	means a petition made pursuant to section 212 of the <i>Community Charter</i>
<b>SERVICE</b>	means the roadway development to widen pavement, install curb, gutter, sidewalk, street lights, and boulevard trees (where ditch has previously been eliminated) to be constructed within the <b>Local Service Area</b>
<b>TAX</b>	means the parcel tax to be imposed on the <b>Local Service Area</b> in accordance with this bylaw

**PART THREE: SEVERABILITY AND CITATION**

3.1. If any part, section, subsection, clause, or sub clause of this bylaw is, for any reason, held to be invalid by the decision of a court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.

This bylaw is cited as "**Local Area Service Bylaw No. 9277**"

FIRST READING

JAN 25 2015

SECOND READING


JAN 25 2015

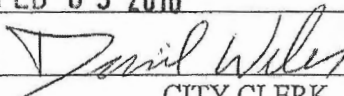
THIRD READING



JAN 25 2016

ADOPTED

FEB 09 2016

  
 \_\_\_\_\_  
 MAYOR

  
 \_\_\_\_\_  
 CITY CLERK

CITY OF RICHMOND
APPROVED for content by originating dept.

APPROVED for legality by Solicitor


## SCHEDULE "A"

## Parcel Description and Tax Allocation

Civic Address/ Legal Description of Property	Estimated Taxable frontage (metres)	Estimated Annual Charge for 15-Year Period	Estimated Single Lump Sum Payment
6988 DONALD RD LOT 233 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 61355	25.48	4,243.94	44,060.28
6986 DONALD RD LOT 235 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 61355	18.29	3,046.38	31,627.30
7480 GRANDY RD LOT 217 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 53364	15.24	2,538.37	26,353.17
6519 DONALD RD LOT 218 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 53364	25.92	4,317.23	44,821.17
6531 DONALD RD LOT 219 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 53364	20.42	3,401.15	35,310.49
6551 DONALD RD LOT 109 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.42	3,401.15	35,310.49
6571 DONALD RD LOT 110 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.42	3,401.15	35,310.49
6591 DONALD RD LOT 111 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.42	3,401.15	35,310.49
6611 DONALD RD LOT 112 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.42	3,401.15	35,310.49



Civic Address/ Legal Description of Property	Estimated Taxable frontage (metres)	Estimated Annual Charge for 15-Year Period	Estimated Single Lump Sum Payment
6631 DONALD RD			
LOT 113 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.42	3,401.15	35,310.49
6651 DONALD RD			
LOT 114 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.42	3,401.15	35,310.49
6911 DONALD RD			
LOT 115 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.42	3,401.15	35,310.49
6939 DONALD RD			
LOT 116 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.42	3,401.15	35,310.49
6951 DONALD RD			
LOT 117 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.42	3,401.15	35,310.49
6971 DONALD RD			
LOT 118 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.42	3,401.15	35,310.49
6991 DONALD RD			
LOT 119 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.42	3,401.15	35,310.49
6980 DONALD RD			
LOT 120 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.62	3,434.46	35,656.32
6960 DONALD RD			
LOT 121 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.62	3,434.46	35,656.32
6940 DONALD RD			
LOT 122 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.62	3,434.46	35,656.32



<b>Civic Address/ Legal Description of Property</b>	<b>Estimated Taxable frontage (metres)</b>	<b>Estimated Annual Charge for 15-Year Period</b>	<b>Estimated Single Lump Sum Payment</b>
6920 DONALD RD LOT 123 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.62	3,434.46	35,656.32
6900 DONALD RD LOT 124 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.62	3,434.46	35,656.32
6880 DONALD RD LOT 125 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.62	3,434.46	35,656.32
6860 DONALD RD LOT 126 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.62	3,434.46	35,656.32
6840 DONALD RD LOT 127 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.62	3,434.46	35,656.32
6820 DONALD RD LOT 128 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.62	3,434.46	35,656.32
6800 DONALD RD LOT 129 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.62	3,434.46	35,656.32
6780 DONALD RD LOT 130 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.62	3,434.46	35,656.32
6760 DONALD RD LOT B SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 21351	27.87	4,642.02	48,193.12

PLAN TO SCHEDULE "A"

