



# City of Richmond

## Report to Committee

**To:** Planning Committee

**Date:** November 4, 2025

**From:** Joshua Reis  
Director, Development

**File:** TU 24-036427

**Re:** Application by Haydenco Holdings Ltd. for a Temporary Commercial Use Permit at 12800 Rice Mill Road

### Staff Recommendations

1. That the application by Haydenco Holdings Ltd. for a Temporary Commercial Use Permit (TU 24-036427) for a portion of the property at 12800 Rice Mill Road, to allow "Parking, non-accessory" as a permitted use, be considered for a period of three years from the date of issuance; and
2. That this application be forwarded to the December 15, 2025, Public Hearing at 5:30pm in the Council Chambers of Richmond City Hall.

Joshua Reis  
Director, Development  
(604-247-4625)

JR:ak  
Att. 6

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Climate & Environment Policy Planning	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	

## **Staff Report**

### **Origin**

Haydenco Holdings Ltd., with authorization from BC Ferry Services Inc., has applied to the City of Richmond for a Temporary Commercial Use Permit (TCUP) to allow non-accessory parking as a permitted use at the northwest corner of 12800 Rice Mill Road. The proposed TCUP would permit the properties at 12020 and 12040 No. 5 Road to use approximately 630 m<sup>2</sup> (6,781 ft<sup>2</sup>) of the property at 12800 Rice Mill Road (“subject area”) to provide 21 additional employee parking spaces for a period of three years. A location map and aerial photo are provided in Attachment 1.

The subject property is split-zoned, with the area subject to this TCUP zoned as “Agriculture (AG1)”. The subject area currently contains an unauthorized asphalt and gravel parking pad, with vehicle access provided from the lane east of 12020 and 12040 No. 5 Road.

### **Findings of Fact**

A Development Application Data Sheet providing details about the proposal is attached (Attachment 2).

### **Surrounding Development**

Development immediately surrounding the subject property is as follows:

To the North: Across Rice Mill Road are vacant lots owned by the City and zoned “Small-Scale Multi-Unit Housing (RSM/XL)” and “Agriculture (AG1)”. These properties are designated as “Industrial” in the Official Community Plan (OCP). The lots at 11800 No. 5 Road and 12851 Rice Mill Road are located within the Agricultural Land Reserve (ALR), while 12751 Rice Mill Road is located outside of the ALR.

To the South: Vacant lots zoned “Small-Scale Multi-Unit Housing (RSM/XL)”, outside the ALR and designated as “Industrial” in the OCP. The properties are part of active rezoning and Development Permit (DP) applications (RZ 22-005648 & DP 25-009422) to rezone to “Light Industrial (IL)” and develop an industrial building. The rezoning bylaw is currently at third reading.

To the East: A Ministry of Transportation and Transit (MOTT) Right-of-Way containing the access road to the BC Ferries site, a railway line, Highway 99 and the beginning of the George Massey Tunnel. This property is designated as “Industrial” in the OCP.

To the West: Industrial properties zoned “Industrial Business Part (IB1)” and designated for “Mixed Employment” in the OCP.

### **Related Policies & Studies**

#### **Existing Legal Encumbrances**

A number of legal encumbrances are registered on the subject property’s Title as part of the previous rezoning and DP approvals (RZ 18-824565 & DP 18-824566) for the BC Ferries Fleet Maintenance Unit. The applicant’s legal professional has reviewed and confirmed that the proposed subject area does not conflict with existing agreements.

### Official Community Plan (OCP)

The OCP allows TCUPs to be considered in areas designated “Industrial”, “Mixed Employment”, “Commercial”, “Neighbourhood Shopping Centre”, “Mixed Use”, “Limited Mixed Use”, and “Agricultural” (outside of the ALR), where deemed appropriate by Council and subject to conditions suitable to the proposed use and the surrounding area. The subject property’s OCP land use designation is “Industrial” and is located outside of the ALR. The subject area is partially located within an Environmentally Sensitive Area (ESA) (Attachment 3).

The proposed temporary commercial use for non-accessory parking is consistent with the land use designation and applicable policies in the OCP. Consideration of the proposed development on the portion of the site identified as ESA is further discussed in the Analysis section of this report.

### Richmond Zoning Bylaw 8500

The subject property is zoned “Agriculture (AG1)”, “Light Industrial (IL)” and “BC Ferries Fleet Maintenance and Moorage (ZI14)”. The subject area is located in the northwest portion of 12800 Rice Mill Road that is zoned “Agriculture (AG1)”, which permits a range of farming and compatible uses. The proposed “parking, non-accessory” land use is generally compatible with both the subject property’s “Industrial” land use designation and surrounding industrial land uses. “Parking, non-accessory” describes parking that is not associated with a permitted use on the subject property.

### Local Government Act

The *Local Government Act* states that TCUPs are valid until the date the permit expires or three years after issuance, whichever is earlier, and that an application for one extension to the Permit may be made and issued for up to three additional years at the discretion of Council.

### **Public Consultation**

Notification signage has been installed on site. Staff have not received any comments from the public about the TCUP application in response to the on-site signage or the early notification mail-out. Should Council endorse the staff recommendation, the application will be forwarded to a future Public Hearing meeting, where any area resident or interested party will have an opportunity to comment. Public Notification for the Public Hearing will be provided as per the *Local Government Act*.

### **Analysis**

The encroachment into 12800 Rice Mill Road was identified through staff’s review of an adjacent rezoning development (RZ 22-005648), and the owner was advised to apply for a TCUP to address the non-conforming use. Based on a review of aerial imagery, unpermitted parking within the subject area appears to have commenced around September 2009, and the applicant has confirmed that the north part of the area was paved in 2020.

The proposed TCUP would allow the businesses at 12020 and 12040 No. 5 Road to formalize their use of the subject area for employee parking on a temporary basis for three years.

Together, the two properties provide a total of 36 on-site parking spaces in compliance with the Zoning Bylaw, with access from the adjoining rear lane (Attachment 4). The TCUP would provide 21 additional standard parking spaces to accommodate fleet vehicles and staff parking needs.

The applicant has an ongoing lease agreement with BC Ferries for use of the subject area and remains in close contact with BC Ferries regarding future parking needs. There have been no complaints received by the City in recent years relating to unauthorized parking use within the subject area. There are no proposed changes to Rice Mill Road, or the adjacent lane as a result of the subject TCUP.

#### Riparian Management Area (RMA)

A 5 m RMA exists along the subject area's Rice Mill Road frontage. To address the RMA designation, the TCUP proposes revegetation and habitat compensation measures within the subject area. A Qualified Environmental Professional (QEP) Report was submitted by the applicant which outlines the RMA assessment, compensation and enhancement strategy. It includes the following remediation efforts to be conducted by the applicant:

- Removal of all existing encroachments into the RMA (fencing and paved surfaces); and
- Restoration of the RMA including removal of invasive species and revegetation. The planting plan (Attachment 5) is consistent with the Ministry of Environment's Riparian Restoration Guidelines and includes the planting of red-osier dogwood and salmonberry.

Prior to TCUP issuance, the applicant is required to provide a security of \$17,153.20 for all proposed RMA remediation works as identified in the planting plan (Attachment 6). The RMA security is based on 100 per cent of the cost estimate provided by the QEP (including installation and a 10 per cent contingency). A legal agreement is required to secure the proposed three-year monitoring period for the implementation of the RMA remediation measures.

#### Environmentally Sensitive Area (ESA)

The southern portion of the subject area is within an "Old Field and Shrubland" ESA and has been surfaced with gravel without a permit for use as a temporary parking area. ESA compensation is required to mitigate this impact. Proposed off-site ESA compensation measures associated with the subject TCUP, including planting and landscape enhancements, will form part of a separate active ESA DP application (DP 25-009422) associated with the adjacent properties at 12060 and 12080 No. 5 Road. The proposed ESA compensation to be located within 500 m of the subject area will be reviewed in line with a submitted QEP Report and compensation securities and associated legal agreements will be secured as part of that DP.

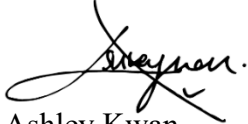
As a condition of the TCUP, the subject area is to be restored to a condition satisfactory to the City upon the expiration of the Permit or cessation of the use, whichever is sooner. This includes on-site restoration and enhancements to the ESA portion of the subject area.

#### **Financial Impact**

None.

## Conclusion

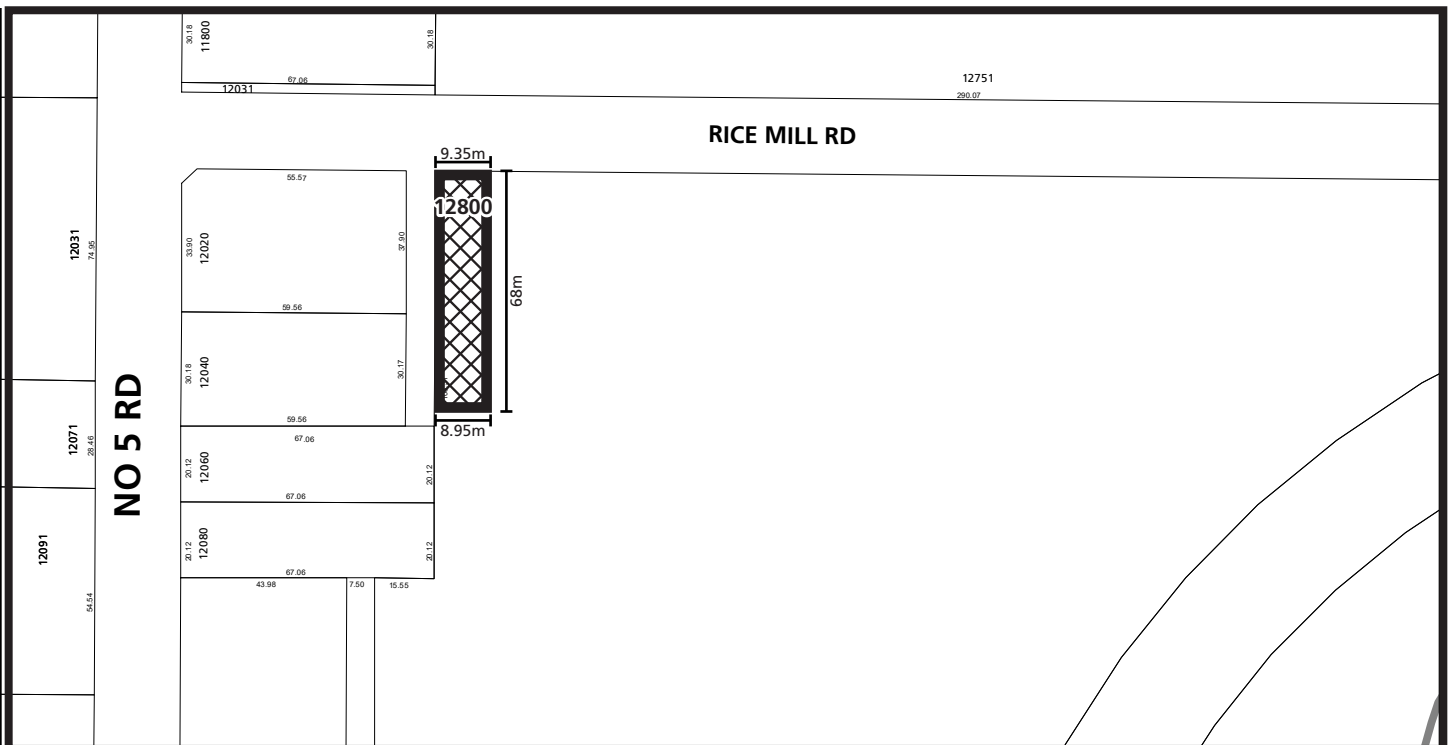
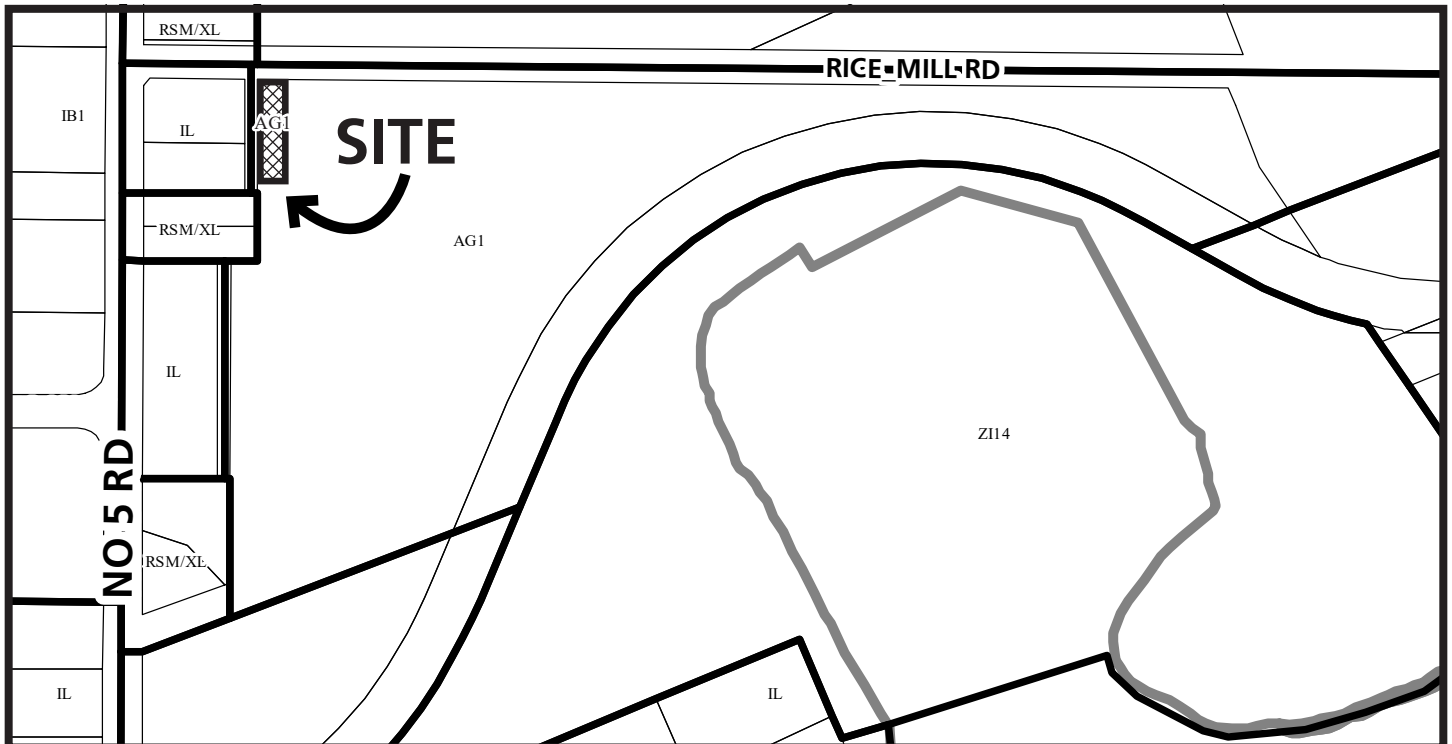
It is recommended that the attached Temporary Commercial Use Permit be issued to the applicant to allow “parking, non-accessory” on a portion of the property at 12800 Rice Mill Road on a temporary basis for a period of three years from the date of issuance.



Ashley Kwan  
Planner I  
(604) 276-4173

AK:aa

- Att.    1: Location Map and Aerial Photo  
         2: Development Application Data Sheet  
         3: ESA Map  
         4: Site Plan  
         5: RMA Planting Plan  
         6: TCUP Considerations



TU 24-036427

PLN - 12

Original date: 07/22/24

Revision Date: 10/29/25

Note: Dimensions are in METRES





# City of Richmond



TU 24-036427

PLN - 13

Original date: 07/29/24

Revision Date: 10/14/25

Note: Dimensions are in METRES





**TU 24-036427**

**Attachment 2**

Address: 12800 Rice Mill Road

Applicant: Haydenco Holdings Ltd.

Planning Area(s): Shellmont

	Existing	Proposed
<b>Owner:</b>	BC Ferry Services Inc	No change
<b>Land Uses:</b>	Light Industrial	Parking, Non-Accessory
<b>OCP Designation:</b>	Industrial	No change
<b>Zoning:</b>	Light Industrial (IL), Agriculture (AG1), BC Ferries Maintenance and Moorage (ZI14)	No change

On Development Site	Bylaw Requirement	Proposed	Variance
On-site Vehicle Parking for 12020 No 5 Rd:	18	12020 No. 5 Rd: 20 existing 12040 No. 5 Rd: 16 existing	None
On-site Vehicle Parking for 12040 No 5 Rd:	16	12800 Rice Mill Rd: 21 standard parking spaces	





### LEGEND

- Development Area  
Unpermitted Parking Area  
Drainage Manholes and Catch Basins  
City of Richmond Environmentally Sensitive Area (ESA)  
City of Richmond Riparian Management Area (RMA)



#### IMAGE SOURCES:

- IMAGE SOURCES:  
Inset Map: Google Maps  
Aerial Image: Richmond Municipal GIS (2023)

NOTE:  
All locations are approximate unless otherwise noted.

## DISCLAIMER:

**DISCLAIMER:**  
This drawing is part of a NEXT Environmental Inc. report and its use is subject to the limitations expressed in the Compliance Statement of that report.

Prism Construction Ltd.

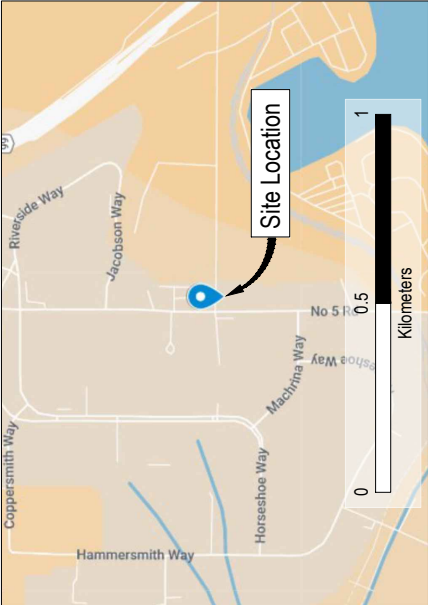
## Temporary Use Permit QEP Report

12800 Rice Mill Road, Richmond, BC

Submitted:	Down by BP	Checked by	Project file:
PK	Down date: May 26, 2025	Checked date:	<b>PR091101</b>
			DWG
			PR091101-102.dwg
			Figure:
			<b>02</b>







**LEGEND**

- Site Boundary
- 12800 Rice Mill Road
- 5m Riparian Management Area (RMA)
- Approximate Area Impacted from Development (55.6m<sup>2</sup>)

\*Based on Site visit observations and Google Street View Imagery



**IMAGE SOURCES:**

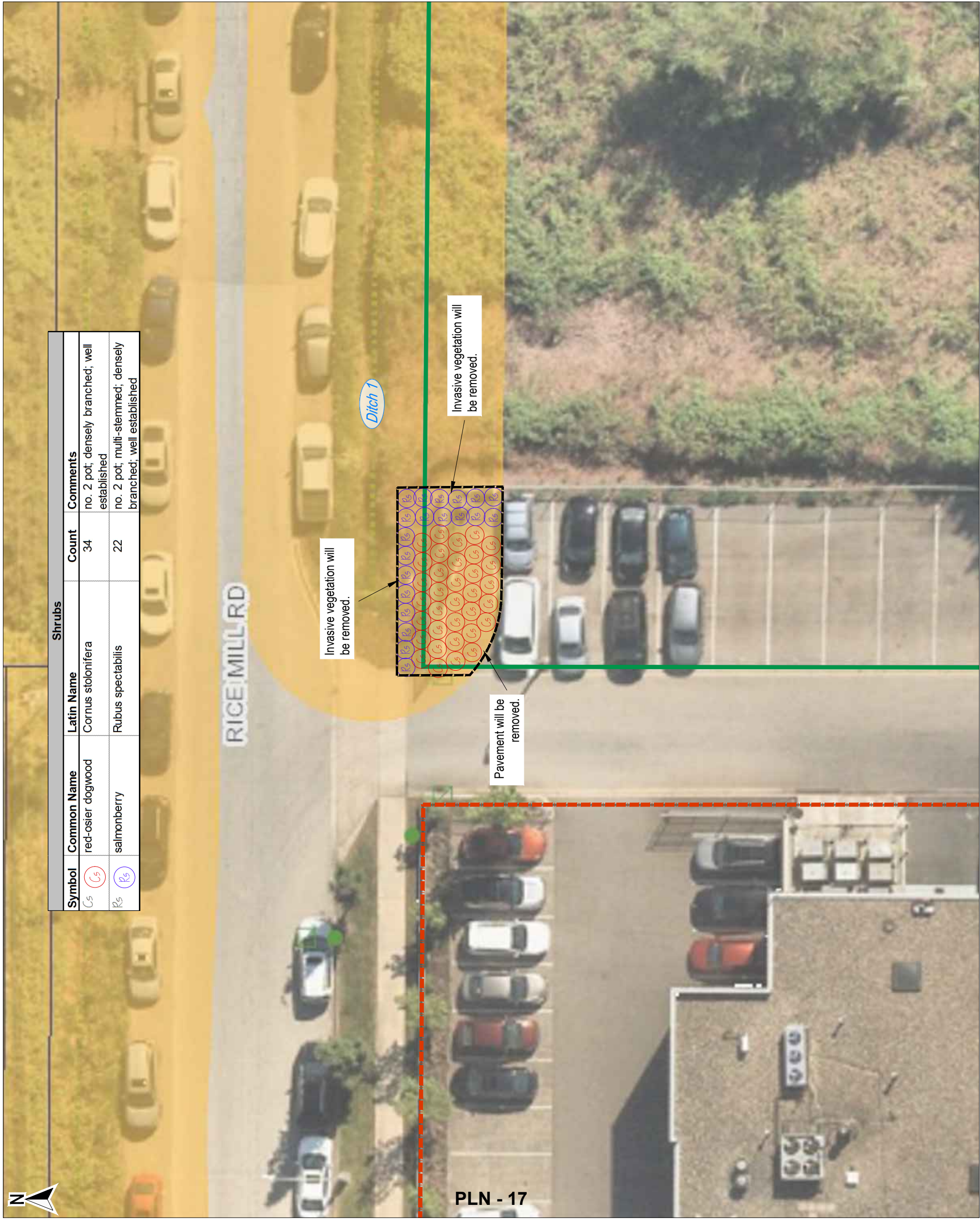
- Inset Map: Google Maps
- Aerial Image: Richmond Municipal GIS (2023)

**NOTE:**  
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Client: Prism Construction Ltd.			
Project: Temporary Use Permit QEP Report			
12020 & 12040 No 5. Road, Richmond			
Consultant: SK	Drawn by: BP	Checked by:	Project No: PRI091101
	Drawn date: August 12, 2025	Checked date:	
RMA Impacts and Restoration Plan			DWG: PRI091101-205.dwg
			Figure: 05

Shrubs				
Symbol	Common Name	Latin Name	Count	Comments
Cs	red-osier dogwood	Cornus stolonifera	34	no. 2 pot; densely branched; well established
Rs	salmonberry	Rubus spectabilis	22	no. 2 pot; multi-stemmed; densely branched; well established





**Address:** 12800 Rice Mill Road

**File No.:** TU 24-036427

**Prior to the issuance of the Temporary Use Permit, the developer is required to complete the following:**

1. **(RMA Security)** Receipt of a Riparian Management Area (RMA) security of \$17,153.20 for the proposed RMA restoration works identified in the plans, based on 100% of the cost estimate plus a 10% contingency. To accompany this landscaping security, a legal agreement that sets the terms of release of the security and is consistent with the three year monitoring period and maintenance recommendations from the project QEP, must be entered into between the applicant and the City.
2. **(Temporary Use Security)** City's acceptance of an Irrevocable Letter of Credit of \$2,000.00 to ensure that development is carried out in accordance with the terms and conditions of the Temporary Use Permit. Should any interest be earned upon the security, it shall accrue to the Holder if the security is returned. The condition of the posting of the security is that should the Holder fail to carry out the development hereby authorized, according to the terms and conditions of this Permit within the time provided, the City may use the security to carry out the work by its servants, agents or contractors, and any surplus shall be paid over to the Holder, or should the Holder carry out the development permitted by this permit within the time set out herein and comply with all the undertakings, the security shall be returned to the Holder.
3. **(Fees - Notices)** Payment of all fees in full for the cost associated with the Public Hearing Notices, consistent with the City's Consolidated Fees Bylaw No 8636, as amended.

**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

Date



**No. TU 24-036427**

To the Holder: Haydenco Holdings Ltd.

Property Address: 12800 Rice Mill Road

Address: C/O: Eric Gaunder  
12020 No 5 Road  
Richmond, BC, V7A 4G1

1. This Temporary Commercial Use Permit is issued subject to compliance with all of the Bylaws of the City applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Temporary Commercial Use Permit applies to and only to those lands shown cross-hatched on the attached Schedule "A" and any and all buildings, structures and other development thereon.
3. The subject area may be used for the following temporary commercial uses:  
  
    “Parking, non-accessory” in accordance with Schedule “A”
4. As a condition of the issuance of this Permit, Council is holding the security set out below to ensure that development is carried out in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Holder if the security is returned. The condition of the posting of the security is that should the Holder fail to carry out the development hereby authorized, according to the terms and conditions of this Permit within the time provided, the City may use the security to carry out the work by its servants, agents or contractors, and any surplus shall be paid over to the Holder, or should the Holder carry out the development permitted by this permit within the time set out herein and comply with all the undertakings given in Schedule “B” attached hereto, the security shall be returned to the Holder.

There is filed accordingly:

An Irrevocable Letter of Credit in the amount of \$2,000.00.

5. The land described herein shall be developed generally in accordance with the terms and conditions and provisions of this Permit and any plans and specifications attached to this Permit as Schedule “C” which shall form a part hereof.
6. Any improvements to the area subject to the permit and use of the area for “Parking, Non-Accessory” shall be consistent with a Council issued Development Permit for Environmentally Sensitive Areas.



7. This Permit is valid for a maximum of three years from the date of issuance.
8. This Permit is not a Building Permit.

AUTHORIZING RESOLUTION NO.  
DAY OF , .

ISSUED BY THE COUNCIL THE

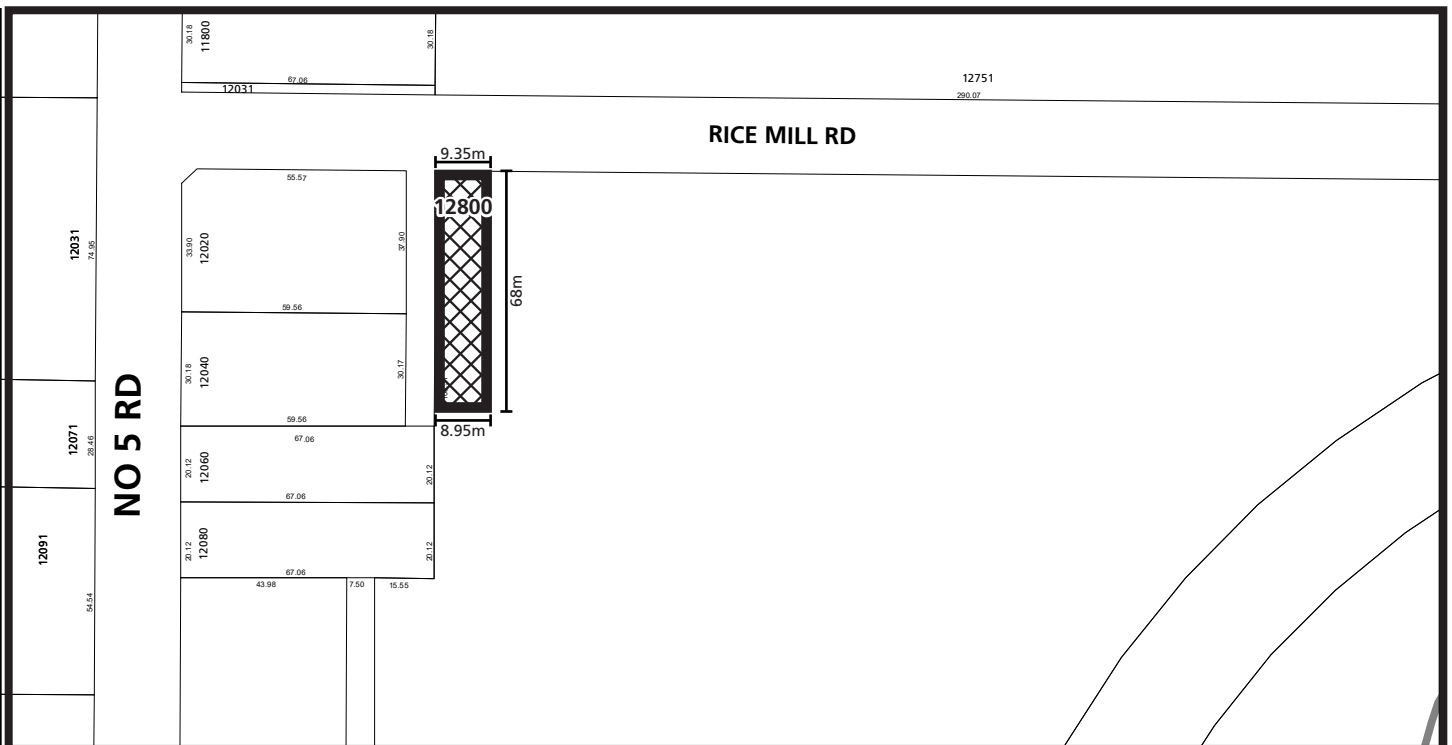
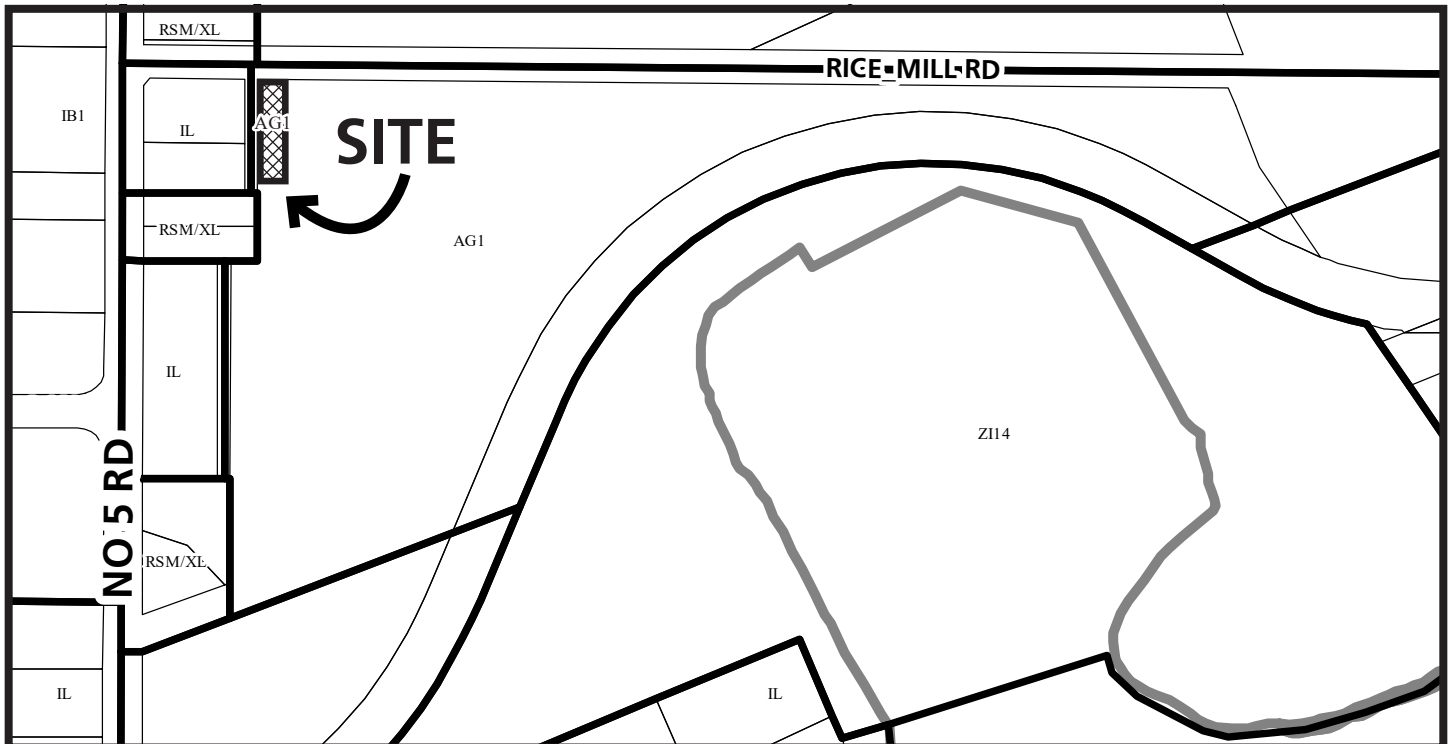
DELIVERED THIS DAY OF , .

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MAYOR

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CORPORATE OFFICER



TU 24-036427

PLN - 21

Original date: 07/22/24

Revision Date: 10/29/25

Note: Dimensions are in METRES

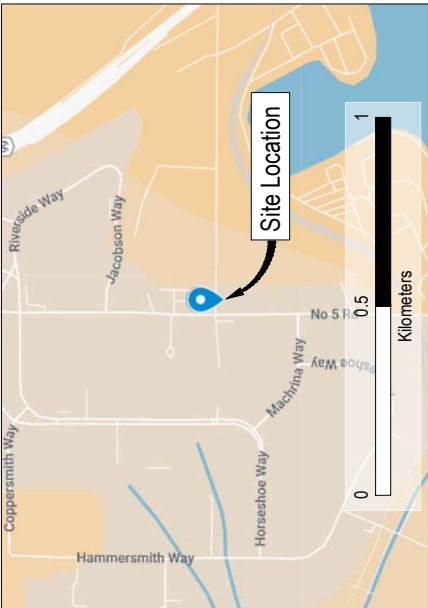
**Undertaking**

In consideration of the City of Richmond issuing the Temporary Commercial Use Permit, we the undersigned hereby agree to demolish or remove any temporary paving, gravel, buildings, structures and signs; to restore the land described in Schedule A; and to maintain and restore adjacent roads, to a condition satisfactory to the City of Richmond upon the expiration of this Permit or cessation of the permitted use, whichever is sooner.

Haydenco Holdings Ltd.  
by its authorized signatory

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<name>



LEGEND

- Site Boundary
- 12800 Rice Mill Road
- 5m Riparian Management Area (RMA)
- Approximate Area Impacted from Development (55.6m<sup>2</sup>)
- \*Based on Site visit observations and Google Street View Imagery

Schedule "C"



IMAGE SOURCES:

- Inset Map: Google Maps
- Aerial Image: Richmond Municipal GIS (2023)

NOTE:

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Client:

Prism Construction Ltd.

Project:

Temporary Use Permit QEP Report

12020 & 12040 No 5, Road, Richmond

Consultant:

SK

Drawn by:

BP

Checked by:

Checked date:

August 12, 2025

Project No:

PRJ091101

DWG:

PRJ091101-205.dwg

Figure

RMA Impacts and Restoration Plan

05

Shrubs				
Symbol	Common Name	Latin Name	Count	Comments
Cs	red-osier dogwood	Cornus stolonifera	34	no. 2 pot; densely branched; well established
Rs	salmonberry	Rubus spectabilis	22	no. 2 pot; multi-stemmed; densely branched; well established

RICE MILL RD

Ditch 1

Invasive vegetation will be removed.

Invasive vegetation will be removed.

Pavement will be removed.