



To: Planning Committee **Date:** February 4, 2022
From: John Hopkins **File:** 01-0100-30-HCOM1-01/2022-Vol 01
 Director, Policy Planning
Re: **Richmond Heritage Commission 2021 Annual Report & 2022 Work Program and Budget Allocation**

Staff Recommendation

1. That the Richmond Heritage Commission 2021 Annual Report, as presented in the staff report titled “Richmond Heritage Commission 2021 Annual Report & 2022 Work Program and Budget Allocation”, dated February 4, 2022, from the Director, Policy Planning, be received for information;
2. That the Richmond Heritage Commission 2022 Work Program, as presented in the staff report titled “Richmond Heritage Commission 2021 Annual Report & 2022 Work Program and Budget Allocation”, dated February 4, 2022, from the Director, Policy Planning, be approved; and
3. That the Richmond Heritage Commission 2022 Budget Allocation, as presented in the staff report titled “Richmond Heritage Commission 2021 Annual Report & 2022 Work Program and Budget Allocation”, dated February 4, 2022, from the Director, Policy Planning, be approved.

John Hopkins
Director, Policy Planning

JH:mp
Att. 3

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

Staff Report

Origin

The Richmond Heritage Commission was established on May 9, 2005, upon City Council approval of Richmond Heritage Commission Bylaw No. 7906. A primary role of the Commission is to provide advice to Council on heritage conservation and promotion matters, and undertake and provide support for activities that benefit and advance heritage in the City.

On July 12, 2021, Richmond Heritage Commission Bylaw No. 7906 was amended to clarify and strengthen the Commission's role in reviewing development applications city-wide and in Steveston Village, and reduce the size of the Commission from nine members to six members, three of which must have demonstrated professional experience in heritage conservation planning or designing buildings in a heritage area. All six positions are currently filled.

This report:

- Summarizes the activities of the Commission in 2021; and
- Recommends 2022 Work Program and Budget Allocation for approval by Council.

The Richmond Heritage Commission reviewed and endorsed the proposed Work Program at its meeting held on February 2, 2022.

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

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

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

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

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

8.1 Increased opportunities for public engagement.

2021 Annual Report

The detailed 2021 Annual Report of the Richmond Heritage Commission is contained in Attachment 1, and includes the following highlights:

- Reviewed and provided comments on two development applications involving alterations on a heritage-designated property and a property within the Steveston Village Heritage Conservation Area;
- Received information and regular updates on various City policies and initiatives;

- Received information and provided comments on the updated Heritage Inventory report from the consultant;
- Received information and provided comments on the Steveston Village Heritage Conservation Grant Program referral; and
- Provided sponsorship to the annual Richmond Regional Heritage Fair and Doors Open Richmond events, and to the Oral Histories project.

The Richmond Heritage Awards was not held in 2021 due to the Covid-19 pandemic.

2022 Work Program

The detailed 2022 Work Program of the Richmond Heritage Commission is contained in Attachment 2, and includes the following highlights:

- Continue to review and provide recommendations on relevant development applications or other initiatives that may have an impact on the character of heritage resources city-wide and in the Steveston Village early on in the process;
- Continue to participate as a stakeholder in the ongoing Heritage Inventory update project;
- Receive nominations, and select and recognize the winners for the 2022 Richmond Heritage Awards;
- Continue to provide sponsorship to the Richmond Heritage Fair and Doors Open Richmond events, and the Oral Histories project; and
- Continue to explore options and develop a specific proposal/program to raise the profile of heritage in the City and to expand Commission members' knowledge and expertise related to heritage conservation.

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

2022 Budget Allocation


The total operating budget of the Richmond Heritage Commission is \$5,000 and the detailed 2022 Budget Allocation is contained in Attachment 3.

Financial Impact

None.

Conclusion

The Richmond Heritage Commission's mandate is to advise City Council on heritage conservation and promotion matters, and to undertake and provide support for activities that benefit and advance heritage in Richmond. The 2021 Annual Report for the Richmond Heritage Commission is submitted for information, and the 2022 Work Program and Budget Allocation are recommended for Council's approval.



Minhee Park
Planner 2

MP:cas

- Attachment 1: Richmond Heritage Commission 2021 Annual Report
- Attachment 2: Richmond Heritage Commission 2022 Work Program
- Attachment 3: Richmond Heritage Commission 2022 Budget Allocation

**RICHMOND HERITAGE COMMISSION
2021 ANNUAL REPORT**

Richmond Heritage Commission 2021 Accomplishments		
Projects	Achieved Outcomes	Accomplishments and Comments
Development Proposals	Provided heritage perspective and advice to Council and staff	<ul style="list-style-type: none"> Reviewed and provided comments on a total of two development applications forwarded by staff.
Heritage Policy		<ul style="list-style-type: none"> Reviewed and provided comments on updated Heritage Inventory report from the consultant. Received information and provided comments on the Steveston Village Heritage Conservation Grant Program referral.
City of Richmond Museum and Heritage Services	Received information and helped support and promote the City's services and sites	<ul style="list-style-type: none"> Received information from staff on programs, initiatives and projects related to City-owned historic places and museums, and provided feedback.
Richmond Heritage Awards		<ul style="list-style-type: none"> Not held in 2021 due to the pandemic.
Community Projects	Sponsored and supported community initiatives	<ul style="list-style-type: none"> Provided \$1,000 in sponsorship to the Richmond Heritage Fair. Provided \$1,000 in sponsorship to the Doors Open Richmond. Provided \$350 in sponsorship to the Richmond Museum's Oral Histories project.

List of Applications Reviewed in 2021		
Application No.	Address of property	Application Purpose
HA 20-896761/ DP20-896760	Unit 100 - 12211 1 st Avenue	To construct a new storefront entry with sidelight glazing, complete with interior ramp to improve accessibility.
HA21-936123	6511 Dyke Road	To undertake minor maintenance work to the London Farmhouse and improve the landscaping and interpretation in the lands at London Heritage Farm.

**RICHMOND HERITAGE COMMISSION
PROPOSED 2022 WORK PROGRAM**

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

ATTACHMENT 3**RICHMOND HERITAGE COMMISSION
PROPOSED 2022 BUDGET ALLOCATION**

Work Item	2022 Budget Allocation
Annual Sponsorship - Heritage Fair	\$1,000
Annual Sponsorship - Doors Open	\$1,000
Annual Sponsorship - Oral Histories	\$350
Heritage Awards (Advertising, Promotion, Framing of Awards)	\$1,300
Education	\$350
Meeting Refreshments	\$0
Raise profile of Richmond's heritage	\$1,000
Contingency	N/A
Total	\$5,000