



**To:** Planning Committee  
**From:** Wayne Craig  
Director, Development

**Date:** June 26, 2017  
**File:** 08-4000-01/2017-Vol 01

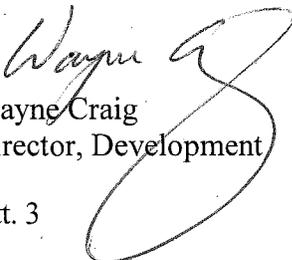
**Re: Including Existing Community Amenity Contribution Rates in Council Policies  
Within the Official Community Plan and Area Plans**

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**Staff Recommendation**

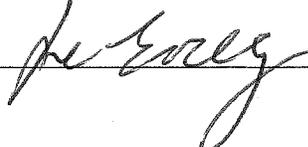
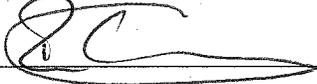
1. That Official Community Plan Bylaw 9000, Amendment Bylaw 9625, which amends Official Community Plan Bylaw 9000 by amending Section 14.4.5D of the Development Permit Guidelines to include the cash-in-lieu of indoor amenity contribution rates now within Council Policy 5041 (Cash In Lieu of Indoor Amenity Space), be introduced and given first reading.
2. That Official Community Plan Bylaw 7100, Amendment Bylaw 9626, which amends Official Community Plan Bylaw 7100, by:
  - a) Amending Section 4.0 of Schedule 2.4 - Steveston Area Plan to include the heritage contribution rates now within the Steveston Village Conservation Strategy and Implementation Program; and
  - b) Amending Section 9.3.2 of Schedule 2.11A - West Cambie Area Plan to include the affordable housing, childcare, city beautification and community planning contribution rates now within Council Policy 5044 (West Cambie – Alexandra Interim Amenity Guidelines);be introduced and given first reading.
3. That Bylaw 9625 and Bylaw 9626, having been considered in conjunction with:
  - a) The City's Financial Plan and Capital Program; and
  - b) The Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;are hereby found to be consistent with said program and plans, in accordance with Section 477(3)(a) of the Local Government Act.
4. That Bylaw 9625 and Bylaw 9626, having been considered in accordance with Official Community Plan Bylaw Preparation Consultation Policy 5043, are hereby found not to require further consultation.

5. That Council Policy 5041(Cash in Lieu of Indoor Amenity Space) and Council Policy 5044 (West Cambie – Alexandra Interim Amenity Guidelines), be repealed upon adoption of Bylaw 9625 and Bylaw 9626.

  
 Wayne Craig  
 Director, Development

Att. 3

MM/TC:blg

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	
Affordable Housing	<input checked="" type="checkbox"/>	
Community Social Development	<input checked="" type="checkbox"/>	
Recreation	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	INITIALS: 	<b>APPROVED BY CAO (Account)</b> 

## Staff Report

### Origin

Since 2003, the City has adopted amendments to the Official Community Plan (OCP), Area Plans, and Council Policies to include a range of developer required planning, affordable housing and amenity contributions (i.e., monetary contributions in lieu of providing facilities) that are in place today. While most of the specific developer contributions are already included in the OCP and Area Plans, three (3) types of required developer contributions are in separate polices as follows:

- *Council Policy 5041: Cash in Lieu of Indoor Amenity Space*
- *Council Policy 5044: West Cambie – Alexandra Interim Amenity Guidelines*
- *Steveston Village Heritage Conservation Strategy*

This Staff Report presents minor administrative housekeeping changes to include the above required developer contributions in the City-wide OCP and Area Plans, to facilitate referencing them by having them in one place (the OCP).

A Staff Report will be provided to Committee in the future that discusses how the contribution rates may be adjusted to catch up for past inflation increases and include future inflation increases.

This report supports Council's 2014-2018 Term Goal #3 A Well-Planned Community:

*Adhere to effective planning and growth management practices to maintain and enhance the livability, sustainability and desirability of our City and its neighbourhoods, and to ensure the results match the intentions of our policies and bylaws.*

### Related Policies & Studies

*City-Wide Official Community Plan Bylaw 9000: Cash in Lieu of Indoor Amenity Space*

- *Development Permit Area Guidelines:* Section 14.4.5D includes guidelines that require developers to provide indoor amenity space in multi-family developments as follows:
  - 1 to 3 units: None
  - 4 to 19 units: 50m<sup>2</sup> (538 ft<sup>2</sup>)
  - 20 to 39 units: 75m<sup>2</sup> (807 ft<sup>2</sup>)
  - 40 or more units: 100m<sup>2</sup> (1,076 ft<sup>2</sup>)
- If a developer does not provide the above-noted multi residential development indoor amenity space, they must make a monetary contribution required under *Council Policy 5041: Cash in Lieu of Indoor Amenity Space* (adopted in 2003), by providing cash in lieu in during the Development Permit application process (Attachment 1) as follows:
  - 1st to 3rd units: None
  - 4th to 19th units \$1,000 per unit; plus
  - 20th to 39th units \$2,000 per unit; plus
  - 40th unit & above \$3,000 per unit for the remaining units.

*Area Plans Within Official Community Plan Bylaw 7100: West Cambie and Steveston*

- *Schedule 2.11A – West Cambie Area Plan:* Section 9.3.2, Objective 3 includes policies to provide developer-required affordable housing (\$5.10 per ft<sup>2</sup>), childcare (\$0.60 per ft<sup>2</sup>), city beautification (\$0.60 per ft<sup>2</sup>), and community engineering and planning contributions (\$0.07 per ft<sup>2</sup>), for rezoning applications by referencing *Council Policy 5044: West Cambie – Alexandra Interim Amenity Guideline* (adopted in 2006) to be collected for example, in lieu of providing the facility, in the West Cambie Area Plan Alexandra area (Attachment 2).
- *Schedule 2.4 - Steveston Area Plan:* Section 4.0 includes a policy that requires developer financial contributions (\$47.00 per ft<sup>2</sup>) during Village rezonings which involve density bonuses by referencing the *Steveston Village Heritage Conservation Strategy* (adopted in 2009), to be used for a Steveston Heritage Conservation Grant Program aimed at cost sharing the conservation of Village heritage buildings identified in the Strategy (See Bulletin in Attachment 3).

**Analysis**

The above-noted contribution rates are proposed to be included within the OCP and Area Plans as follows:

- *OCP Amendment Bylaw 9000 (Bylaw 9625)*  
This proposed amendment bylaw will add the existing developer required cash in lieu of indoor amenity space contribution rates to the Development Permit Guidelines which is now included in *Council Policy 5041 (Cash in Lieu of Indoor Amenity Space)* which is proposed to be then repealed by Council concurrently with the adoption of proposed Bylaw 9625 by Council.
- *OCP Amendment Bylaw 7100 (Bylaw 9626)*  
This proposed amendment bylaw will:
  - Add the existing developer required heritage conservation contribution rate now in the *Steveston Village Conservation Strategy*, to the Steveston Area Plan (Bylaw 7100, Schedule 2.4).
  - Add the existing developer required city beautification, child care, affordable housing and community planning contribution rates now in *Council Policy 5044: West Cambie – Alexandra Interim Amenity Guidelines*, to the West Cambie Area Plan (Bylaw 7100, Schedule 2.11A).

**Consultation**

The following includes a summary of the consultation required for the proposed Official Community Plan Amendment Bylaws:

Stakeholder	Referral Comment (No Referral necessary)
BC Land Reserve Co.	No referral necessary.
Richmond School Board	No referral necessary.
The Board of the Greater Vancouver Regional District (GVRD)	No referral necessary, as the proposed amendments are consistent with the Regional Growth Strategy.
The Councils of adjacent Municipalities	No referral necessary as adjacent municipalities are not affected.
First Nations (e.g., Sto:lo, Tsawwassen, Musqueam)	No referral necessary.
TransLink	No referral necessary as no transportation road network changes are proposed.
Port Authorities (Vancouver Port Authority and Steveston Harbour Authority)	No referral necessary.
Vancouver International Airport Authority (VIAA) (Federal Government Agency)	No referral necessary.
Richmond Coastal Health Authority	No referral necessary.
Stakeholder	Referral Comment (No Referral necessary)
Community Groups, Industry Groups and Neighbours	No referral necessary.
All relevant Federal and Provincial Government Agencies	No referral necessary.

Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9625 and Richmond OCP Bylaw 7100, Amendment Bylaw 9626, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, are hereby found to not require further consultation.

The public will have an opportunity to comment further on all of the proposed amendments at the Public Hearing.

### School District

The proposed bylaws were not referred to School District No. 38 (Richmond) because they do not have the potential to generate 50 or more school aged children. According to OCP Bylaw Preparation Consultation Policy 5043; which was adopted by Council and agreed to by the School District, residential developments which generate less than 50 school aged children do not need to be referred to the School District (e.g., typically around 295 multiple-family housing units). The proposed bylaws involve no changes in the planned and possible multiple-family housing units which may be developed within the City.

### Financial Impact or Economic Impact

None, as the proposed OCP Amendment Bylaws consolidate existing contribution rates and there are no financial impacts to the developer contributions.

**Conclusion**

The proposed OCP Amendment Bylaws consolidate existing contribution rates into the OCP and Area Plans for consistency and ease of reference.

It is recommended that Official Community Plan Bylaw 9000, Amendment Bylaw 9625, and Official Community Plan Bylaw 7100, Amendment Bylaw 9626 be introduced and given first reading.



Mark McMullen  
Senior Coordinator - Major Projects



Terry Crowe  
Manager, Policy Planning

MM/TC:blg

**Attachments:**

- 1) Council Policy 5041: Cash in Lieu of Indoor Amenity Space
- 2) Council Policy 5044: West Cambie – Alexandra Interim Amenity Guidelines
- 3) Bulletin – Planning-01: Steveston Village Conservation



# City of Richmond

# Policy Manual

Page 1 of 1

Adopted by Council: Dec 15, 2003

POLICY 5041

File Ref:

CASH IN LIEU OF INDOOR AMENITY SPACE

It is Council Policy that:

1. Payment of cash, in-lieu of providing indoor amenity space for multi-family developments, may be provided as an option as part of the Development Permit process.
2. The rates for cash in lieu are set as follows:

Number of Dwelling Units In a Multi-Family Project	Amount of cash-in-lieu payment
0 – 3 units	None
4 – 19 units	\$1000 per unit up to 19 units (exempt where the average unit size exceeds 148 m <sup>2</sup> )
20 – 39 units	\$1,000 per unit up to 19 units + \$2000 per unit over 19 units (exempt where the average unit size exceeds 148 m <sup>2</sup> )
40 units or more	\$1,000 per unit up to 19 units + \$2000 per unit over 19 units + \$3000 per unit over 39 units (exempt where the average unit size exceeds 148 m <sup>2</sup> )

3. Cash in lieu funds are to be deposited in a Recreation Facility Reserve account.
4. The funds are to be used for indoor public amenity space as identified by the Parks, Recreation and Cultural Services Department and as set out in their Master Plan which outlines the facility and amenity needs of the community.
5. Both local and City wide needs will be considered in the application of the funds.



Page 1 of 1	Adopted by Council: July 24, 2006	Policy 5044
File Ref: 08-4045-20-11	West Cambie – Alexandra Interim Amenity Guidelines	

## Policy 5044:

### West Cambie- Alexandra Interim Amenity Guidelines

**(1.) Purpose**

- The purpose of the West Cambie- Alexandra Interim Amenity Guidelines is to establish guidelines for voluntary developer contributions (elements and rates), for certain non-DCC and other community amenities, to complement West Cambie Area Plan Bylaw No. 8029.
- The West Cambie Alexandra Interim Amenity Guidelines apply, until the City establishes more formal amenity bylaws and policies.

**(2.) Applicable area**

The West Cambie Area Plan - Alexandra neighbourhood, in Richmond.

**(3.) Details****(a.) Affordable Housing (For rezonings involving residential uses)**

Target: Collected Contributions: \$16 Million.

Formulas:

**1. In the Multi Family Housing Area (townhouses, apartments)**

- If developers choose not to build affordable housing, the City will accept a developer's financial contribution of \$5.10 per buildable square foot for affordable housing, based on the proposed FAR in the development. The maximum permitted density will be 1.5 FAR.

**2. In the Multi Family Housing Area (townhouses)**

- If developers choose not to build affordable housing the City will accept a developer's financial contribution of \$5.10 per buildable square foot for affordable housing, based on the proposed FAR in the development. The maximum permitted density will be 0.65 FAR.

**3. In the Mixed Use (housing over small floor plate retail)**

- If developers chose not to build affordable housing, the City will accept a developer's financial contribution of \$5.10 per buildable square foot, for affordable housing, based on the proposed FAR in the development. The maximum permitted density will be 1.25 FAR.

**Notes:**

- Staff will monitor the collected amount for affordable housing and advise Council of its options and ability to build affordable housing with any collected dollars.

**(b.) Community and Engineering Planning Costs**

Target: \$365,000

Formula: For each buildable square foot, the City will accept a developer's financial contribution of \$.07, per buildable square foot, based on the proposed FAR in the development, to assist in paying for community planning and engineering costs to plan community land use, services and infrastructure.

**(c.) Child Care**

Target: \$1.8 Million - one child care facility (land and construction)

Formula: For each buildable square foot, the City will accept a developer's financial contribution of \$.60, per buildable square foot, based on the proposed FAR in the development, to assist in paying for child care

**(d.) City Beautification**

Target: \$3.3 Million

Formula: For each buildable square foot the City will accept a developer's financial contribution of \$.60, per buildable square foot, based on the proposed FAR in the development, to assist in paying for city beautification works [e.g. "High Street" streetscaping; public realm, walkways, plazas, feature landscaping).



**City of  
Richmond**

**Bulletin**

Policy Planning Division  
6911 No. 3 Road, Richmond, BC V6Y 2C1

www.richmond.ca

Tel: 604-276-4000 Fax: 604-276-4052

**Steveston Village Conservation**

**No.: PLANNING-01**

**Date: 2009-09-24**

**Purpose:**

The purpose of this bulletin is to highlight the new Steveston Village Conservation Strategy and Implementation Program.

**Background:**

On June 22, 2009, Council approved the following documents:

- The Steveston Village Conservation Strategy;
- A Revised Steveston Area Plan with heritage and non-heritage conservation policies, and a new Heritage Conservation Area (HCA) (see Map 1);
- An Implementation Program which establishes new financial incentives, design guidelines and permit requirements for redeveloping and altering buildings and property in the Heritage Conservation Area.

This means that there are new heritage policies, incentives and permit requirements in Steveston Village when altering:

- The Identified Heritage Resources which include the:
  - exteriors of 17 buildings in the Village;
  - small lot sizes that are a legacy of the 1892 Village Survey Plan;
  - other unique Village features, such as streetscapes and river views;
- All other Village buildings, structures and landscaping, in order to complement the heritage character of the Village.

**Significance:**

The significance of these documents is that, for the first time, Steveston Village's heritage buildings and resources are comprehensively identified so that they can be better conserved for future generations.

Similarly, the documents identify how the other properties in the Village can be redeveloped in a complementary manner.

This approach provides clarity and certainty for all and better conserves the Village's heritage. As well, there are financial incentives for owners of heritage buildings to assist them when undertaking heritage conservation.

### **Steveston Village Conservation Strategy:**

The Steveston Village Conservation Strategy identifies **WHAT** may be conserved for heritage purposes.

### **Steveston Area Plan:**

The revised Steveston Area Plan identifies:

- For Heritage Resources - the actual buildings and resources that are to be conserved and receive heritage conservation treatment;
- For Non Heritage Resources - how the remaining buildings and resources will be managed.

### **Implementation Program:**

The Implementation Program identifies **HOW** all properties are to be managed, regulated and given financial incentives in return for conserving heritage.

Thus, there are new requirements when altering all properties in the Steveston Village Heritage Conservation Area (see Map 1).

### **Cooperative Emphasis:**

The Strategy emphasizes that the City will work co-operatively with all property owners to balance the City's and property owners' interests with sound conservation practices and enable owners to access financial assistance in doing so.

### **Properties with Identified Heritage Value:**

For the 17 identified heritage buildings:

- The exteriors are to be conserved, and there is flexibility for interior redevelopment;
- Heritage conservation is to occur in accordance to Parks Canada "Standards and Guidelines for the Conservation of Historic Places in Canada";
- Financial incentives are possible by rezoning to a new Steveston Conservation Zone which enables:
  - increases in density to achieve heritage conservation. The increases in density vary but generally involve an increase, from the existing 1.0 floor area ratio (FAR), to between 1.2 FAR (along Moncton Street) and 1.6 FAR elsewhere in the Village;
  - up to a 33% reduction in parking requirements;
- Access to the City's new Steveston Village Heritage Grant Program, which provides 50/50 cost-sharing assistance to conserve the 17 identified heritage properties, when the City has sufficient funds in the Steveston Heritage Grant Program Fund.

### **For All Other Properties:**

For all other Steveston Village properties:

- The revised Area Plan design guidelines including "Sakamoto" guidelines for exterior alterations and new buildings apply;
- Financial incentives are possible by rezoning to a new Steveston Conservation Zone which enables:
  - increases in density in return for contributing to the Steveston Village Heritage Grant Program. The increases in density vary but generally involve an Increase, from the existing 1.0 Floor Area Ratio (FAR), to between 1.2 FAR (along Moncton Street) and 1.6 FAR elsewhere in the Village;
  - up to a 33% reduction in parking requirements.

### **Heritage Alteration Permit (HAP) Requirements:**

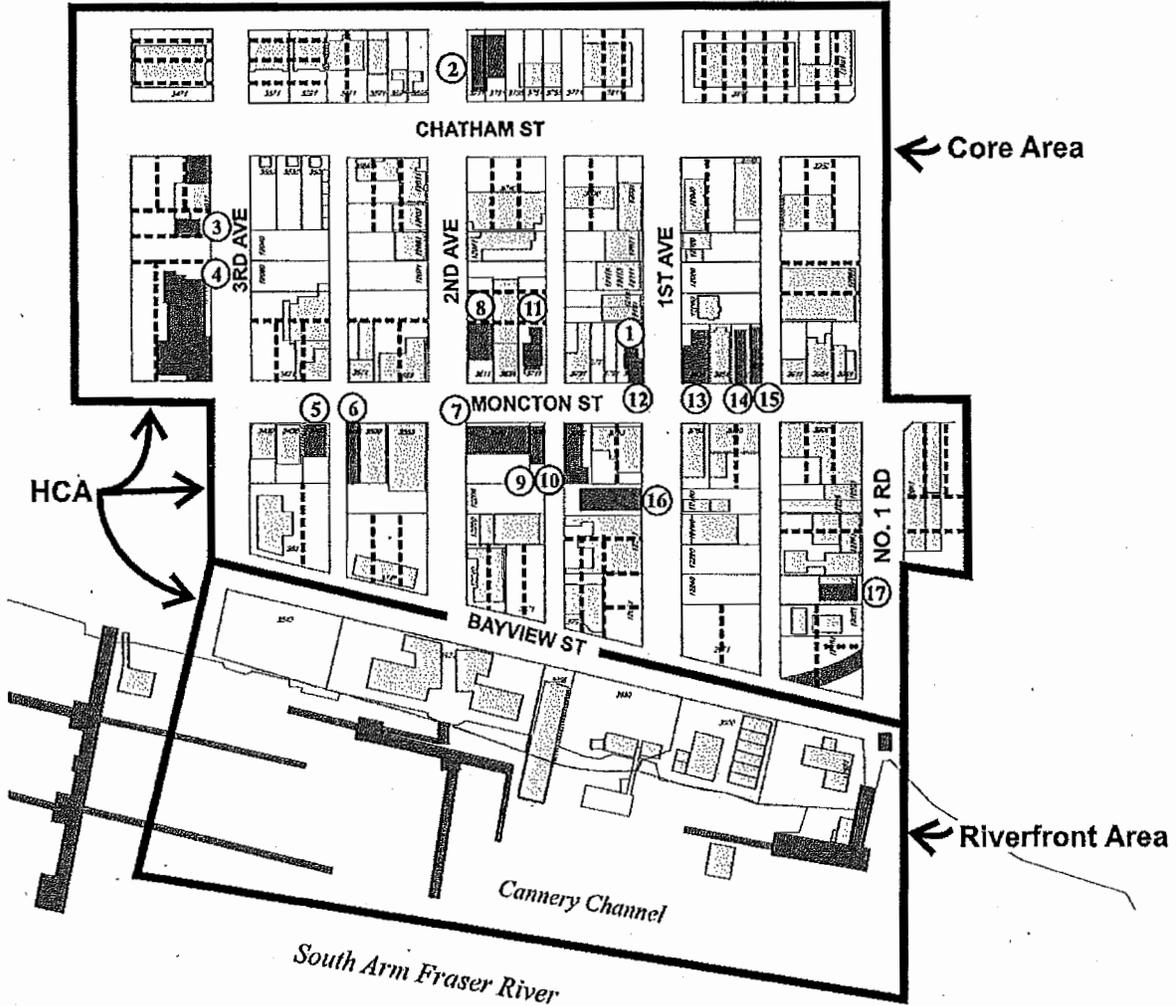
In addition to the normal requirements for rezonings, subdivision approvals and permits for development, demolition, buildings and signs, a Heritage Alteration Permit (HAP) is now required for changes to the exterior of all buildings and properties within the Steveston Village Heritage Conservation Area (HCA) (see Map 1).

The HAP approval process involves:

1. A preliminary discussion of proposed alterations between property owner and City staff.
2. A formal HAP application.
3. Staff review.
4. Approval.

For all more information, please contact Terry Brunette, Heritage Planner 2 at 604-276-4279.

Map 1 - Steveston Village Heritage Conservation Area (HCA):  
Resources and Modified 1892 Historic Lot Lines Map



LEGEND

 Non Heritage Building	 Identified Heritage Resource	 Historic Lot Lines
① 3811 Moncton St.: "Japanese Doctors'/Hospital Office" relocated from 4091 Chatham St.	⑦ 3580 Moncton Street "Hepworth Block"	⑬ 3831 Moncton Street "Ray's Drygoods/Budget Appliance"
② 3711/3731 Chatham Street "Steveston Methodist Church"	⑧ 3611 Moncton Street "Marline Garage"	⑭ 3871 Moncton Street "Bare Basles"
③ 12011 3 <sup>rd</sup> Avenue "Steveston Courthouse"	⑨ 3680 Moncton Street "Wakita Grocery"	⑮ 3891 Moncton Street "Tasaka Barbershop"
④ 12111 3 <sup>rd</sup> Avenue "Sockeye/Steveston Hotel"	⑩ 3700 Moncton Street "Redden Net/ Atagi Building"	⑯ 12191 1 <sup>st</sup> Avenue "Japanese Buddhist Temple"
⑤ 3460 Moncton Street "Dave's Fish & Chips"	⑪ 3711 Moncton Street "Cannery Café"	⑰ 12311 No 1 Road "Prickly Pear Garden Center"
⑥ 3480 Moncton Street "Walsida Building/ Riverside Art Gallery"	⑫ 3811 Moncton Street "Steveston Museum/Northern Bank"	

Sept 8, 2009



Richmond Official Community Plan Bylaw 9000  
Amendment Bylaw 9625  
(Inclusion of Contribution Rates in Council Policy 5041  
(Cash-In-Lieu of Indoor Amenity Space))

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

- 1. Richmond Official Community Plan Bylaw 9000 is amended by:
  - a) Inserting a new sub-section b) at the end of Section 14.4.5D – Amenity Space as follows:

“• Contributions of cash-in-lieu of providing indoor amenity space for multi-family developments required under the Development Permit Guidelines, may be provided by an applicant/developer as an alternative option as set out below.

Number of Dwelling Units in a Multi-Family Project	Amount of Cash-In-Lieu Payment (exempt where the average unit size exceeds 148 m <sup>2</sup> )
1 <sup>st</sup> to 3 <sup>rd</sup> units	None
4 <sup>th</sup> to 19 <sup>th</sup> units	\$1,000 per unit; plus
20 <sup>th</sup> to 39 <sup>th</sup> units	\$2,000 per unit; plus
40 <sup>th</sup> unit & above	\$3,000 per unit for the remaining units.

- Cash-in-lieu funds are to be deposited in a Leisure Facilities Reserve Fund to be used for indoor public amenity space as identified by the Community Services Division and in alignment with Council priorities for facility and amenity needs for the local community and City-wide.”

This Bylaw may be cited as **“Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9625”**.

FIRST READING

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PUBLIC HEARING

\_\_\_\_\_

SECOND READING

\_\_\_\_\_

THIRD READING

\_\_\_\_\_

ADOPTED

\_\_\_\_\_

CITY OF RICHMOND
APPROVED by <i>TC</i>
APPROVED by Manager or Solicitor <i>JH</i>

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER



**Richmond Official Community Plan Bylaw 7100  
Amendment Bylaw 9626  
(Inclusion of Contribution Rates in Council Policy 5044  
(West Cambie – Alexandra Interim Amenity Guidelines), and the  
Steveston Heritage Conservation Program)**

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

1. Richmond Official Community Plan Bylaw 7100 is amended:
  - a) At Schedule 2.4 - Steveston Area Plan, Section 4.0, Objective 1, by adding Policy p) as follows:

“p) For those sites designated within the ‘Steveston Village Land Use Density and Building Height Map’ with a base density of 1.2 FAR and maximum density of 1.6 FAR, the maximum density may be permitted if:

    - A contribution of \$505.72 per m<sup>2</sup> (\$47.00 per ft<sup>2</sup>) for the net building floor area in the density bonus from the 1.2 FAR base density to the 1.6 FAR maximum density is provided;
    - That this contribution is to be allocated for funding of the Steveston Village Heritage Conservation Grant (SVHCG) Program; and
    - That such SVHCG Program contributions may be reduced by the amount of any cash-in-lieu contributions received under the City’s Affordable Housing Strategy for the same development.”
  - b) At Schedule 2.11A – West Cambie Area Plan, Section 9.3.2 Alexandra Development Framework, Objective 3, by deleting Policy f) in its entirety and replacing it with the following:

“Developer Contributions – Public Amenities

f) For rezoning applications for all other sites depicted on the ‘Alexandra Neighbourhood Land Use Map’, the City will accept developer/applicant contributions as follows:

    - Affordable Housing: With the exception of the ‘Mixed Use Employment Residential Area’ designation, where a development does not build affordable housing, contributions of \$54.88 per m<sup>2</sup> (\$5.10 per ft<sup>2</sup>) to Affordable Housing Statutory Reserve Fund will be accepted (and no density bonus for affordable will be granted).

- Child Care: The City will accept a developer's contribution of \$6.45 per m<sup>2</sup> (\$0.60 per ft<sup>2</sup>) on the proposed total net floor area (based on the proposed FAR) to assist in paying for child care facilities.
- City Beautification: The City will accept a developer's contribution of \$6.45 per m<sup>2</sup> (\$0.60 per ft<sup>2</sup>) on the proposed total net floor area (based on the proposed FAR) to assist in paying for City beautification works (e.g. "High Street" streetscaping; public realm, walkways, plazas, feature landscaping).
- Community and Engineering Planning Costs: The City will accept a developer's contribution of \$0.75 per m<sup>2</sup> (\$0.07 per ft<sup>2</sup>) on the total net floor area (based on the proposed FAR) to assist in paying for community planning and engineering costs to plan community land use, services and infrastructure."

2. This Bylaw may be cited as **"Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 9626"**.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

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\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER