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**City Council**

**Council Chambers, City Hall  
6911 No. 3 Road**

**Monday, January 13, 2020  
7:00 p.m.**

Pg. #      ITEM

**MINUTES**

**1.    *Motion to:***

- |                |   |
|----------------|---|
| <b>CNCL-12</b> | (1) <i>adopt the minutes of the Regular Council meeting held on December 9, 2019;</i> |
| <b>CNCL-32</b> | (2) <i>adopt the minutes of the Special Council meetings held on</i>                  |
| <b>CNCL-35</b> | <i>December 9, 2019 and December 18, 2019; and</i>                                    |
| <b>CNCL-42</b> | (3) <i>adopt the minutes of the Regular Council meeting for Public</i>                |
|                | <i>Hearings held on December 16, 2019.</i>  |



**AGENDA ADDITIONS & DELETIONS**

**PRESENTATION**

Danielle Dagenais, Metro Vancouver-Squamish Area Regional Bat Coordinator, Community Bat Programs of BC, to present the City of Richmond with the Bat-Friendly Community certificate.



## COMMITTEE OF THE WHOLE

2. *Motion to resolve into Committee of the Whole to hear delegations on agenda items.*

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3. Delegations from the floor on Agenda items.

**PLEASE NOTE THAT FOR LEGAL REASONS, DELEGATIONS ARE NOT PERMITTED ON ZONING OR OCP AMENDMENT BYLAWS WHICH ARE TO BE ADOPTED OR ON DEVELOPMENT VARIANCE PERMITS – ITEM NO. 18.**

4. *Motion to rise and report.*

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## RATIFICATION OF COMMITTEE ACTION

## CONSENT AGENDA

**PLEASE NOTE THAT ITEMS APPEARING ON THE CONSENT AGENDA WHICH PRESENT A CONFLICT OF INTEREST FOR COUNCIL MEMBERS MUST BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.**

## CONSENT AGENDA HIGHLIGHTS

- Receipt of Committee minutes
- 2019 Summary Report – Community Information Sessions on Development, Affordable Housing, Transportation and Sustainability in the City
- Agricultural Land Reserve Exclusion Application by JNA Holdings Inc. at 14540 Burrows Road; Agricultural Land Reserve Exclusion Application by Karl, Lydia & Ulrich Wacker at 14680 Burrows Road; and Agricultural Land Reserve Exclusion Application by Shorewood Developments Ltd. at 14920 Burrows Road
- Recommendation to Award Contract 6537Q – Supply and Delivery of Audible Accessible Pedestrian Signals
- Sanitary Sewer Replacement – 6000 Block Buswell Street

## Council Agenda – Monday, January 13, 2020

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- Award of Contract 6153P – Supply and Delivery of Vehicle and Equipment Tires and Certified Tire Services
- 2020 Engaging Artists in Community Program Public Art Projects
- Metro Vancouver's Proposed Air Emission Regulation for Cannabis Production and Processing Operations
- Housing Agreement Bylaw No. 10057 to Permit The City of Richmond to Secure Affordable Housing Units at 5591, 5631, 5651 and 5671 No. 3 Road and Revised Rezoning Considerations
- Housing Agreement Bylaw No. 10090 to Permit the City of Richmond to Secure Affordable Housing Units at 7811 Alderbridge Way

5. *Motion to adopt Items No. 6 through No. 15 by general consent.*

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6. **COMMITTEE MINUTES**

*That the minutes of:*

- CNCL-68      (1) *the Community Safety Committee meeting held on December 10, 2019;*
- CNCL-75      (2) *the General Purposes Committee meetings held on December 16, 2019 and January 7, 2020;*
- CNCL-83
- CNCL-89      (3) *the Planning Committee meetings held on December 17, 2019 and January 8, 2020;*
- CNCL-96
- CNCL-99      (4) *the Public Works and Transportation Committee meeting held on December 18, 2019;*
- CNCL-102      (5) *the Parks, Recreation and Cultural Services Committee meeting held on December 18, 2019; and*
- CNCL-107      (6) *the Finance Committee meeting held on January 7, 2020;*
- be received for information.*

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## Council Agenda – Monday, January 13, 2020

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Consent  
Agenda  
Item

7. **2019 SUMMARY REPORT – COMMUNITY INFORMATION SESSIONS ON DEVELOPMENT, AFFORDABLE HOUSING, TRANSPORTATION AND SUSTAINABILITY IN THE CITY**

(File Ref. No. 08-4040-01) (REDMS No. 6343684)

CNCL-111

See Page CNCL-111 for full report

### PLANNING COMMITTEE RECOMMENDATION

*That staff be directed to proceed with the Community Information Session Program for 2020 as described in the Staff Report titled “2019 Summary Report - Community Information Sessions on Development, Affordable Housing, Transportation and Sustainability in the City” from the Director, Development.*



Consent  
Agenda  
Item

8. **AGRICULTURAL LAND RESERVE EXCLUSION APPLICATION BY JNA HOLDINGS INC. AT 14540 BURROWS ROAD; AGRICULTURAL LAND RESERVE EXCLUSION APPLICATION BY KARL, LYDIA & ULRICH WACKER AT 14680 BURROWS ROAD; AND AGRICULTURAL LAND RESERVE EXCLUSION APPLICATION BY SHOREWOOD DEVELOPMENTS LTD. AT 14920 BURROWS ROAD**

(File Ref. No. AG 19-855723; AG 19-855800; AG 19-855911) (REDMS No. 6350060 v. 2)

CNCL-138

See Page CNCL-138 for full report

### PLANNING COMMITTEE RECOMMENDATION

- (1) *That authorization for JNA Holdings Inc. to forward an Exclusion Application to the Agricultural Land Commission for exclusion of 14540 Burrows Road from the Agricultural Land Reserve be denied.*
- (2) *That authorization for Karl, Lydia & Ulrich Wacker to forward an Exclusion Application to the Agricultural Land Commission for exclusion of 14680 Burrows Road from the Agricultural Land Reserve be denied.*
- (3) *That authorization for Shorewood Developments Ltd. to forward an Exclusion Application to the Agricultural Land Commission for exclusion of 14920 Burrows Road from the Agricultural Land Reserve be denied.*





## Council Agenda – Monday, January 13, 2020

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Consent  
Agenda  
Item

9. **RECOMMENDATION TO AWARD CONTRACT 6537Q - SUPPLY AND DELIVERY OF AUDIBLE ACCESSIBLE PEDESTRIAN SIGNALS**

(File Ref. No. 02-0775-50-6537) (REDMS No. 6339669 v.3)

CNCL-250

See Page CNCL-250 for full report

**PUBLIC WORKS AND TRANSPORTATION COMMITTEE  
RECOMMENDATION**

- (1) *That Contract 6537Q - Supply and Delivery of Audible Accessible Pedestrian Signals be awarded to Astrographics Industries Ltd as described in the report titled "Recommendation to Award Contract 6537Q - Supply and Delivery of Audible Accessible Pedestrian Signals" dated November 7, 2019 from the Director, Transportation; and*
- (2) *That the Chief Administrative Officer and General Manager, Planning and Development, be authorized to execute the contract between the City and Astrographics Industries Ltd.*



Consent  
Agenda  
Item

10. **SANITARY SEWER REPLACEMENT – 6000 BLOCK BUSWELL STREET**

(File Ref. No. 10-6050-01) (REDMS No. 6351457 v.9)

CNCL-255

See Page CNCL-255 for full report

**PUBLIC WORKS AND TRANSPORTATION COMMITTEE  
RECOMMENDATION**

*That funding of \$1,500,000 from the Sewer Utility Reserve be approved to complete the sanitary sewer replacement in the 6000 Block of Buswell Street and be included in the Consolidated 5 Year Financial Plan (2020-2024).*



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Consent  
Agenda  
Item

11. **AWARD OF CONTRACT 6153P – SUPPLY AND DELIVERY OF VEHICLE AND EQUIPMENT TIRES AND CERTIFIED TIRE SERVICES**

(File Ref. No. 02-0780-01) (REDMS No. 6198972 v.2)

CNCL-259

See Page **CNCL-259** for full report

**PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION**

*That Contract 6153P, Supply and Delivery of Vehicle and Equipment Tires and Certified Tire Services, be awarded at the rates quoted for up to a maximum four year term, as per the key terms outlined in the staff report titled “Award of Contract 6153P – Supply and Delivery of Vehicle and Equipment Tires and Certified Tire Services” dated December 3, 2019 and as follows:*

- (a) *Kal Tire for the supply of tires and tire services for Richmond Fire Rescue up to a maximum of \$115,000; and*
- (b) *Fountain Tire for the supply of tires and tire services for Fleet Operations up to a maximum of \$960,000.*



Consent  
Agenda  
Item

12. **2020 ENGAGING ARTISTS IN COMMUNITY PROGRAM PUBLIC ART PROJECTS**

(File Ref. No. 11-7000-09-20-089) (REDMS No. 6327956 v.5)

CNCL-263

See Page **CNCL-263** for full report

**PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION**

*That the three artist proposals for the community public art projects in partnership with West Richmond Community Centre Association, Thompson Community Centre Association and Parks Programs as presented in the staff report titled “2020 Engaging Artists in Community Program Public Art Projects,” dated December 3, 2019, from the Director, Arts, Culture and Heritage Services, be endorsed.*



Consent  
Agenda  
Item

13. **METRO VANCOUVER'S PROPOSED AIR EMISSION REGULATION FOR CANNABIS PRODUCTION AND PROCESSING OPERATIONS**

(File Ref. No. 10-6175-02-01) (REDMS No. 6249713 v. 3)

CNCL-293

See Page CNCL-293 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

*That the comments regarding Metro Vancouver's regulation to manage emissions from cannabis production and processing operations outlined in the report titled "Metro Vancouver's Proposed Air Emission Regulation for Cannabis Production and Processing Operations", dated November 26, 2019 from the Director, Sustainability and District Energy, be endorsed and forwarded to Metro Vancouver.*



Consent  
Agenda  
Item

14. **HOUSING AGREEMENT BYLAW NO. 10057 TO PERMIT THE CITY OF RICHMOND TO SECURE AFFORDABLE HOUSING UNITS AT 5591, 5631, 5651 AND 5671 NO. 3 ROAD AND REVISED REZONING CONSIDERATIONS**

(File Ref. No. 08-4057-05) (REDMS No. 6332267 v. 2)

CNCL-302

See Page CNCL-302 for full report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That Housing Agreement (5591, 5631, 5651 and 5671 No. 3 Road) Bylaw No. 10057 be introduced and given first, second and third readings to permit the City to enter into a Housing Agreement substantially in the form attached hereto, in accordance with the requirements of section 483 of the Local Government Act, to secure the Affordable Housing Units required by Rezoning Application RZ 17-779262; and*
- (2) *That the rezoning considerations associated with Richmond Zoning Bylaw 8500, Amendment Bylaw 9860, for the creation of a "High Density Mixed Use (ZMU38) - Lansdowne Village (City Centre)" zone, and for the rezoning of 5591, 5631 5651 and 5671 No. 3 Road from "Office Commercial (ZC8)", "Office Commercial (ZC9)" and "Auto-Oriented Commercial (CA)" to "High Density Mixed Use (ZMU38) - Lansdowne Village (City Centre)", be revised so that the minimum unit size of 3-bedroom Low End Market Rental units be adjusted from 91m<sup>2</sup> (980 ft.<sup>2</sup>) to a minimum size consistent with market units of the same type, approximately 86 m<sup>2</sup> (924/925 ft.<sup>2</sup>).*



Consent  
Agenda  
Item

15. **HOUSING AGREEMENT BYLAW NO. 10090 TO PERMIT THE CITY OF RICHMOND TO SECURE AFFORDABLE HOUSING UNITS AT 7811 ALDERBRIDGE WAY**

(File Ref. No. 08-4057-05) (REDMS No. 6338241 v. 2)

CNCL-368

See Page CNCL-368 for full report

PLANNING COMMITTEE RECOMMENDATION

*That Housing Agreement (7811 Alderbridge Way) Bylaw No. 10090 be introduced and given first, second and third readings to permit the City to enter into a Housing Agreement substantially in the form attached hereto, in accordance with the requirements of section 483 of the Local Government Act, to secure the Affordable Housing Units required by Rezoning Application RZ 17-765420.*

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CONSIDERATION OF MATTERS REMOVED FROM THE  
CONSENT AGENDA

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PUBLIC DELEGATION ON NON-AGENDA ITEM

16. *Motion to resolve into Committee of the Whole to hear delegations on non-agenda items.*

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Henrik Laursen, Richmond resident, to speak on implementing the Hair in the Wind program for seniors in Richmond.

17. *Motion to rise and report.*

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PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

**CNCL-397**      Parking (Off-Street) Regulation Bylaw No. 7403, Amendment  
**Bylaw No. 9923**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

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**CNCL-399**      Traffic Bylaw No. 5870, Amendment **Bylaw No. 9924**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

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**CNCL-401**      Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122,  
Amendment **Bylaw No. 9925**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

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**CNCL-404**      Consolidated Fees Bylaw No. 8636, Amendment **Bylaw No. 9926**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

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**CNCL-407**      Business Licence Bylaw No. 7360, Amendment **Bylaw No. 10067**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – Cllrs. Au, Greene & Wolfe.

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CNCL-410	Business Regulation Bylaw No. 7538, Amendment <b>Bylaw No. 10068</b> Opposed at 1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> Readings – Cllrs. Au, Greene & Wolfe.	<input type="checkbox"/>
CNCL-413	Municipal Ticket Information Bylaw No. 7321, Amendment <b>Bylaw No. 10069</b> Opposed at 1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> Readings – Cllrs. Au, Greene & Wolfe.	<input type="checkbox"/>
CNCL-414	Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment <b>Bylaw No. 10070</b> Opposed at 1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> Readings – Cllrs. Au, Greene & Wolfe.	<input type="checkbox"/>
CNCL-416	Consolidated Fees Bylaw No. 8636, Amendment <b>Bylaw No. 10089</b> Opposed at 1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> Readings – Cllrs. Au, Greene & Wolfe.	<input type="checkbox"/>
CNCL-418	Business Regulation Bylaw No. 7538, Amendment <b>Bylaw No. 10103</b> Opposed at 1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.	<input type="checkbox"/>
CNCL-420	Richmond Heritage Commission No. 7906, Amendment <b>Bylaw No. 10104</b> Opposed at 1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.	<input type="checkbox"/>
CNCL-422	Richmond Zoning Bylaw No. 8500, Amendment <b>Bylaw No. 9702</b> (7580 Ash Street, RZ 16-732500) Opposed at 1 <sup>st</sup> Reading – None. Opposed at 2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.	<input type="checkbox"/>

## Council Agenda – Monday, January 13, 2020

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### DEVELOPMENT PERMIT PANEL

#### 18. RECOMMENDATION

See DPP Plan Package (distributed separately) for full hardcopy plans

- CNCL-424**      (1)    *That the **minutes** of the Development Permit Panel meeting held on December 11, 2019, and the **Chair's report** for the Development Permit Panel meeting held on November 26, 2019, be received for information; and*
- CNCL-445**      (2)    *That the recommendations of the Panel to authorize the issuance of a Development Variance Permit (DV 19-863864) for the property at 8460 Steveston Highway be endorsed, and the Permit so issued.*

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### ADJOURNMENT

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**Regular Council**

**Monday, December 9, 2019**

Place: Council Chambers  
Richmond City Hall

Present: Mayor Malcolm D. Brodie  
Councillor Chak Au  
Councillor Carol Day  
Councillor Kelly Greene  
Councillor Alexa Loo  
Councillor Bill McNulty  
Councillor Linda McPhail  
Councillor Harold Steves  
Councillor Michael Wolfe

Corporate Officer – Claudia Jesson

Call to Order: Mayor Brodie called the meeting to order at 7:00 p.m.

RES NO. ITEM

**MINUTES**

R19/20-1 1. It was moved and seconded  
*That:*

- (1) *the minutes of the Regular Council meeting held on November 25, 2019, be adopted as circulated;*
- (2) *the minutes of the Special Council meetings held on November 25, 2019 and December 2, 2019 be adopted as circulated; and*
- (3) *the Metro Vancouver 'Board in Brief' dated November 29, 2019, be received for information.*

**CARRIED**





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COMMITTEE OF THE WHOLE

- R19/20-2    2.    It was moved and seconded  
*That Council resolve into Committee of the Whole to hear delegations on agenda items (7:01 p.m.).*

**CARRIED**

3.    Delegations from the floor on Agenda items – None.

- R19/20-3    4.    It was moved and seconded  
*That Committee rise and report (7:01 p.m.).*

**CARRIED**

CONSENT AGENDA

- R19/20-4    5.    It was moved and seconded  
*That Items No. 6 through No. 12 be adopted by general consent.*

**CARRIED**

6.    **COMMITTEE MINUTES**

*That the minutes of:*

- (1)    *the Parks, Recreation and Cultural Services Committee meeting held on November 26, 2019;*
  - (2)    *the General Purposes Committee meeting held on December 2, 2019;*
  - (3)    *the Finance Committee meeting held on December 2, 2019;*
  - (4)    *the Planning Committee meeting held on December 3, 2019;*
- be received for information.*

**ADOPTED ON CONSENT**



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7. **STEVESTON HARBOUR AUTHORITY ARCHWAY SIGN - REQUEST FOR FUNDING**

(File Ref. No. 01-0140-20-SHAR1) (REDMS No. 6336689)

*That funding of \$50,000 from the Council Community Initiative Account to the Steveston Harbour Authority to support the Steveston Harbour Authority Archway Sign, and that the expenditure be included in the Consolidated 5 Year Financial Plan (2020-2024), as outlined in the staff report "Steveston Harbour Authority Archway Sign – Request for Funding" dated November 1, 2019 from the Director, Arts, Culture and Heritage Services.*

ADOPTED ON CONSENT

8. **THE PUBLIC TREE MANAGEMENT STRATEGY 2045: A PLAN FOR MANAGING RICHMOND'S PUBLIC URBAN FOREST**

(File Ref. No. 10-6550-07) (REDMS No. 6335132, 6335129)

- (1) That the Public Tree Management Strategy 2045, as detailed in the staff report titled "The Public Tree Management Strategy 2045: A Plan for Managing Richmond's Public Urban Forest," dated October 31, 2019 from the Director, Parks Services, be endorsed; and*
- (2) That the Council Policy for the Public Urban Forest, as detailed in the staff report titled "The Public Tree Management Strategy 2045: A Plan for Managing Richmond's Public Urban Forest," dated October 31, 2019 from the Director, Parks Services, be endorsed.*

ADOPTED ON CONSENT

9. **RICHMOND SISTER CITY PROGRAM**

(File Ref. No. 01-0100-30-20-SCIT1-01)

*Whereas the Richmond Sister City program is for Cultural and Sport exchanges, to promote intercultural learning opportunities;*

*Whereas the City of Richmond has declared a Climate Emergency and is working to achieve carbon reduction in line with the IPCC targets to hold warming to 1.5C;*

*Whereas the City of Richmond is a climate leader in district energy and other areas;*



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*Whereas there are international cities which are more advanced in achieving carbon reductions in active transportation and other areas;*

*Therefore be it resolved that the City of Richmond incorporated Climate Knowledge exchange into the program goals for the Richmond Sister City Program, to achieve mutually beneficial opportunities to further reduce carbon emissions and create additional opportunities for citizens to be part of the economic and social transition to a low-carbon society.*

**ADOPTED ON CONSENT**

**10. APPROVAL FOR AMUSEMENT CENTRES AT 3430 - 4151  
HAZELBRIDGE WAY AND 180 - 4551 NO 3 ROAD**

(File Ref. No. 12-8275-01; 12-8060-20-010103) (REDMS No. 6292421 v. 3; 6290706)

*That Business Regulation Bylaw No. 7538, Amendment Bylaw No. 10103, which adds,*

- (1) The address of 4151 Hazelbridge Way Unit 3430 among the sites that permit an Amusement Centre to operate; and*
- (2) The address of 4551 No. 3 Road Unit 180 among the sites that permit an Amusement Centre to operate;*

*be given first, second and third readings.*

**ADOPTED ON CONSENT**

**11. HOMELESSNESS SERVICE PROVISION – COMMUNITY  
COLLABORATION TABLES**

(File Ref. No. 08-4057-11-01) (REDMS No. 6337335 v. 4; 6341084; 6341077)

- (1) That the Terms of Reference for the Richmond Community Homelessness Table as outlined in the report titled “Homelessness Service Provision – Community Collaboration Tables,” dated November 8, 2019 from the Director, Community Social Development, be endorsed; and*
- (2) That the Terms of Reference for the Richmond Lived Experience Group be endorsed.*

**ADOPTED ON CONSENT**



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**12. AMENDMENTS TO RICHMOND HERITAGE COMMISSION  
BYLAW 7906**

(File Ref. No. 08-4200-01; 12-8060-20-010104) (REDMS No. 6323024; 6293733)

*That Richmond Heritage Commission No. 7906, Amendment Bylaw 10104,  
be introduced and given first, second and third reading.*

**ADOPTED ON CONSENT**

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**CONSIDERATION OF MATTERS REMOVED FROM THE  
CONSENT AGENDA**

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**NON-CONSENT AGENDA ITEMS**

**FINANCE COMMITTEE**

Mayor Malcolm D. Brodie, Chair

**13. 2020 OPERATING AND CAPITAL BUDGETS FOR RICHMOND  
PUBLIC LIBRARY**

(File Ref. No. 01-0155-04-01) (REDMS No. 6347983)

R19/20-5

It was moved and seconded

*That the 2020 Richmond Public Library budget of \$9,862,500 as presented  
in Attachment 1 from the Chief Librarian and the Secretary to the Board,  
be approved.*

Discussion ensued with regard to the services provided by the Richmond  
Public Library and in reply to queries from Council, Susan Walters, Chief  
Librarian, noted that the Library recorded an increase in usage rates.

As a result of the discussion, Richmond Public Library staff were directed to  
provide a memorandum on library usage statistics, including usage by  
different age groups.

The question on the motion was then called and it was **CARRIED**.



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**14. 2020 CAPITAL BUDGET**

(File Ref. No. 03-0985-01) (REDMS No. 6243131 v. 2; 6359136; 6356339)

Mayor Brodie summarized the proposed 2020 Capital Budget and referenced the following amendments to 2020 Capital Budget that were endorsed at the December 2, 2019 Finance Committee meeting:

- *That funding for the design component of the potential extension of the cycling network at No. 2 Road (Steveston Highway to Williams Road), in the amount of \$240,000, as presented in Appendix 9 of the 2020 Capital Budget, be included in the 2020 Capital Budget.*
- *That funding for the design component of the potential extension of the cycling network at Steveston Highway (No. 2 Road to Railway Avenue), in the amount of \$163,000, as presented in Appendix 9 of the 2020 Capital Budget, be included in the 2020 Capital Budget.*
- *That funding for the design component of the potential extensions of the cycling network at Shell Road (Highway 99 to River Road), River Road (McCallan Road to No. 2 Road), and Gilbert Road (Granville Avenue to Elmbridge Way) in the amount of \$947,000, as presented in Appendix 9 of the 2020 Capital Budget, be included in the 2020 Capital Budget.*

R19/20-6

It was moved and seconded

- (1) *That the 2020 Capital Budget as presented in Appendix 3 and Appendix 9, as endorsed at the December 2, 2019 Finance Committee meeting, totalling \$157,001,559 be approved and staff be authorized to commence the 2020 Capital Projects; and*
- (2) *That the 2020 Capital Budget totalling \$157,001,559 and the 2021-2024 Capital Projects be included in the Consolidated 5 Year Financial Plan (2020-2024).*

The question on the motion was not called as Mayor Brodie spoke on the proposed funding for cycling lanes, noting that the design component typically takes one year to complete and as such, funding for the construction phase can be considered at a future date.



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Discussion ensued with regard to funding allocated to the Industrial Use Reserve for land acquisitions and increasing funding for affordable housing. Staff noted that in addition to the funding allocated towards affordable housing, the reserve funding used for land acquisition may be used to acquire the potential sites to be used for future affordable housing projects.

*Cllr. Loo left the meeting (7:37 p.m.) and returned (7:40 p.m.).*

Discussion then ensued with regard to (i) transitioning the City's fleet vehicles to electric models, (ii) reviewing costs on various cycling medians and barriers, (iii) encouraging development of affordable housing and market rental housing, (iv) improving the City's recreation facilities, and (v) expanding the City's cycling infrastructure.

The question on the motion was then called and it was **CARRIED**.

Discussion ensued with regard to the replacement of Hugh Boyd Field House, and as a result, the following **referral motion** was introduced:

R19/20-7

It was moved and seconded

*That staff provide a status update on the replacement of the Hugh Boyd Field House, and report back.*

**CARRIED**

Discussion then ensued with regard to remittance of the Province's Speculation and Vacancy Tax, and as a result, the following **motion** was introduced:

R19/20-8

It was moved and seconded

*That a letter to the Premier, Minister of Finance and Local Members of the Legislative Assembly be sent requesting the status of the sharing of the Speculation and Vacancy Tax with various cities and regions.*

**CARRIED**



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**15. 2020 PROPOSED OPERATING BUDGET**

(File Ref. No. 03-0985-01) (REDMS No. 6243776 v. 9)

Mayor Brodie summarized the proposed 2020 Proposed Operating Budget and referenced the following amendments that were endorsed at the December 2, 2019 Finance Committee meeting:

- *That funding for the Two Librarian Positions - Specializing in Youth, in the amount of \$167,150, as presented in Attachment 11 in the 2020 Proposed Operating Budget, be added to the 2020 Proposed Operating Budget – Ongoing expenditures for Emerging Organizational Additional Levels.*
- *That funding for Environmental Management and Mitigation, in the amount of \$178,776, as presented in Attachment 11 in the 2020 Proposed Operating Budget, be added to the 2020 Proposed Operating Budget – Ongoing expenditures for Emerging Organizational Additional Levels.*
- *That funding for the HUB Annual Cycling Education Program in Elementary Schools in Richmond, in the amount of \$75,000, as presented in Attachment 11 in the 2020 Proposed Operating Budget, be added to the 2020 Proposed Operating Budget – Ongoing expenditures for Emerging Organizational Additional Levels.*

R19/20-9

It was moved and seconded

***That:***

***(1) The 2020 Operating Budget as presented in Budget Option 3 be approved as outlined below:***

- (a) A same level of service budget increase, after tax growth, of \$3,875,707 with a tax increase of 1.69% less a corporate reset of 1.5% and non-discretionary external senior government increases of \$300,000 with a tax increase of 0.13%, resulting in a combined increase of 0.32% be approved; and***



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- (b) *Ongoing funding for expenditures previously approved by Council totaling \$984,045 for the following items: Minoru Centre for Active Living operating budget impact phase-in (Year 7 of 7), and the operating budget impact from developer contributed assets, with a tax increase of 0.43% be approved; and*
- (c) *Ongoing funding for expenditures previously approved by Council totaling \$527,500 for the operating budget phase-in impact of City Centre Community Centre North (Year 2 of 4), with a tax increase of 0.23% be approved; and*
- (d) *Ongoing funding for expenditures previously approved pursuant to Council's Safe Community Priority program (Year 2 of 3) in the amount of \$7,433,489 with a tax increase of 3.23% including:*
  - (i) *Amounts which were funded by the rate stabilization account in the 2019 budget totaling \$4,325,868, with a tax increase of 1.88%; and*
  - (ii) *51 additional RCMP officers and 20 additional municipal employees to support the RCMP Detachment with a three-year phase-in plan (Year 2 of 3), totaling \$1,591,821 with a tax increase of 0.69% be approved; and*
  - (iii) *36 additional firefighters with a three-year phase-in plan (Year 2 of 3) in the amount of \$1,515,800 with a tax increase of 0.66% be approved; and*
- (e) *Operating budget impact from the 2020 Capital Budget totaling \$644,794 with a three-year phase-in plan for an annual amount of \$214,931, resulting in a tax increase of 0.09% per year be approved; and*
- (f) *Two new positions, specifically a Regular Full-Time Affordable Housing Planner 1 and Regular Part-Time Child Care Program Planner 1 be approved with 0.00% tax increase as summarized in Attachment 9 and position complement control numbers be assigned; and*





**Regular Council**  
**Monday, December 9, 2019**

- (g) Ongoing expenditures for Emerging Organizational Additional Levels with an allowance of \$876,762 resulting in a tax increase of 0.38% be approved (refer to the recommended items from staff in Attachment 10 and initiatives in Attachment 11 endorsed at the December 2, 2019 Finance Committee meeting); and*
  - (h) Transfer to reserves for infrastructure replacement needs as per Council's Long Term Financial Management Strategy in the amount of \$2,299,025 with a tax increase of 1.00% be approved; and*
  - (i) The Rate Stabilization Account be used to reduce the overall impact of additional operating costs for a total of \$1,609,318 resulting in a tax decrease of 0.70% be approved; and*
- (2) The 2020 Operating Budget, as approved in item 1 above (4.98%), be included in the Consolidated 5 Year Financial Plan (2020-2024).*

The question on the motion was not called as discussion ensued with regard to (i) funds allocated to new firefighters and RCMP officers, (ii) budget savings as a result of structural staffing vacancies, and (iii) utilizing reserves to fund future infrastructure and facility projects.

In reply to queries related to the proposed Emerging Organizational Additional Levels, staff noted the following:

- The proposed Homelessness Coordinator position will coordinate with different City departments and external agencies to assist the City in efforts to respond to homelessness;
- The proposed Environmental Management and Mitigation initiative will respond to issues related to invasive species and reduce impacts of pests such as rabbits and chafer beetles; and
- The two librarian positions that specialize in youth would promote library programs in the community and provide outreach to vulnerable members in the community.



**Regular Council**  
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Discussion then ensued with regard to reducing or eliminating the 1% transfer to reserves for infrastructure replacement needs to reduce the overall tax burden to residents and introduce an operating budget reflective of the City's expenses.

As a result of the discussion, the following **amendment motion** was introduced:

R19/20-10

It was moved and seconded

***That the Transfer to reserves of 1% for infrastructure replacement needs as per Council's Long Term Financial Management Strategy be reduced to 0.5%.***

The question on the amendment motion was not called as discussion took place on the long-term strategy of transferring funds to the reserves in order to fund future infrastructure and facility projects without generating deficits and highly variable tax rates in the future. It was noted that the rate transfer to the reserve has been reduced in past budgets and that borrowing to fund future projects may not be suitable for the City.

In reply to queries from Council, staff noted that a report analyzing the Investment in Infrastructure Replacement Needs (1% Transfer to Reserves) is forthcoming in the first quarter of 2020.

The question on the amendment motion was then called and it was **DEFEATED** with Mayor Brodie, Cllrs. Greene, Loo, McNulty, McPhail, Steves and Wolfe opposed.

The question on the main motion was then called and it was **CARRIED** with Cllr. Au opposed.



**Regular Council**  
**Monday, December 9, 2019**

**16. 2020 ONE-TIME EXPENDITURES**

(File Ref. No. 03-0985-01) (REDMS No. 6243689 v. 3)

R19/20-11

It was moved and seconded

*That the recommended one-time expenditures totaling \$930,869 as outlined in Attachment 1 of the 2020 One-Time Expenditures staff report, be approved with funding from the Rate Stabilization Account and included in the Consolidated 5 Year Financial Plan (2020-2024), together with the amount of \$1,040,000, as presented in Attachment 2 of the 2020 One-Time Expenditures staff report, on the condition that the Major Events funding will not be used until Council provides specific approval.*

The question on the motion was not called as discussion ensued with regard to the submissions process for one-time expenditures.

Discussion then took place on funding for the 2020 Major Events and Mayor Brodie noted that the proposed allocation of \$1,040,000 will be considered now as a placeholder in the Budget but will not be used until Council provides specific approval. He added that staff will be reporting back on the 2020 Major Events at the upcoming General Purposes Committee meeting on December 16, 2019. It was requested that staff provide additional information on the 2020 Major Events including a breakdown of the budgets for each proposed event as well as information related to contingency funds in event budgets. Staff advised that this information had been previously provided and would be redistributed.

The question on the motion was then called and it was **CARRIED**.

**17. 2020 COUNCIL COMMUNITY INITIATIVES ONE-TIME EXPENDITURES**

(File Ref. No. 03-0985-01) (REDMS No. 6243557 v. 7)

R19/20-12

It was moved and seconded

*(1) That the one-time expenditure request as outlined in Attachment 1 of the 2020 Council Community Initiatives One-Time Expenditures staff report, be received for information and be funded from the Council Community Initiatives Account and included in the Consolidated 5 Year Financial Plan (2020-2024); and*



Regular Council  
Monday, December 9, 2019

- (2) *That funding for the Automated Materials Handling System and Redesigned Book Return Wall for the Brighthouse Branch of the Richmond Public Library in the amount of \$108,000, as presented in Attachment 3 of the 2020 One-Time Expenditures staff report, be added to the 2020 Council Community Initiatives One-Time Expenditures and included in the Consolidated 5 Year Financial Plan (2020-2024).*

The question on the motion was not called as discussion ensued with regard to the proposed Automated Materials Handling System and Book Return Wall for the Brighthouse branch of the Richmond Public Library. In reply to queries, Ms. Walters noted that the proposed handling system and return wall would generate staffing efficiencies, and as such, staff can be reallocated to assist library users.

*Cllr. Wolfe left the meeting (9:15 p.m.) and returned (9:18 p.m.).*

In reply to queries from Council, staff noted that staff will be reviewing options for a joint command vehicle for Richmond Fire-Rescue and the Richmond RCMP and will forward a report on the matter for consideration.

The question on the motion was then called and there was agreement to deal with Parts (1) and (2) separately.

The question on Part (1) of Resolution R19/20-12 was then called and it was **CARRIED**.

The question on Part (2) of Resolution R19/20-12 was then called and it was **CARRIED** with Cllrs. Day and Greene opposed.

FINANCE AND CORPORATE SERVICES DIVISION

18. **CONSOLIDATED 5 YEAR FINANCIAL PLAN (2020-2024) BYLAW NO. 10119**

(File Ref. No. 12-8060-01; 12-8060-20-010119) (REDMS No. 6245716 v. 2; 6360546)

R19/20-13

It was moved and seconded

- (1) *That the Consolidated 5 Year Financial Plan (2020-2024) Bylaw No. 10119 be introduced and given first, second, and third readings; and*



Regular Council  
Monday, December 9, 2019

- (2) *That staff undertake a process of public consultation as required in Section 166 of the Community Charter.*

**CARRIED**

PUBLIC DELEGATIONS ON NON-AGENDA ITEMS

- R19/20-14 19. It was moved and seconded  
*That Council resolve into Committee of the Whole to hear delegations on non-agenda items (9:23 p.m.).*

**CARRIED**

With the aid of a PowerPoint presentation (copy on-file City Clerk's Office) Dave Frank and Julie Halfnights, representing the Richmond Community Foundation (RCF), reviewed their financial position and updated Council on their grants program, noting that the Foundation has provided grants to start-up organizations in the city and scholarships for students. Mr. Frank added that the Foundation partners with individuals and organizations to raise endowments to be used in the community.

Council commended the RCF for their work in the community.

- R19/20-15 20. It was moved and seconded  
*That Committee rise and report (9:32 p.m.).*

**CARRIED**

PUBLIC ANNOUNCEMENTS AND EVENTS

*Cllr. Au left the meeting (9:32 p.m.) and returned (9:34 p.m.).*

Mayor Brodie announced the following 2020 Advisory Committee appointments:



**Regular Council**  
**Monday, December 9, 2019**

**Richmond Public Library Board**

*Two-year term to expire on December 31, 2021*

- Chaslynn Gillanders
- Robin Leung
- Lei (Cathy) Liu
- Jordan Oye

**Richmond Gateway Theatre Society Board**

*Two-year term to expire on December 31, 2021*

- Barbara Cohen
- Debbie Musil
- Valerie Reynolds

**Minoru Centre for Active Living Program Committee**

*Two-year term to expire on December 31, 2021*

- Rosemary Nickerson
- Shirley Parker
- Bruce Raber
- Dennis Wong

**Aquatic Services Board**

*Two-year term to expire on December 31, 2021*

- Brigitte Fritz
- Deb McGrath
- Dawna McIver
- Terry Tinkley

**Richmond Museum Society Board**

*Two-year term to expire on December 31, 2021*

- Marge Damon



**Regular Council**  
**Monday, December 9, 2019**

**Economic Advisory Committee**

*Two-year term to expire on December 31, 2021*

- Gilles Assier
- Keith Bailey
- Patrick Caffrey
- Dave Frank
- Deepak Gupta
- Peter (Hanchen) Li
- Yasmin Rahman
- Carol Yeh

*Appointed as Chair for the year 2020*

- Paul Tilbury

**Board of Variance**

*Three-year term to expire on December 31, 2022*

- Kenneth Chen
- Bob Friedland

**Vancouver International Airport Aeronautical Noise Management Committee**

*Two-year term to expire on December 31, 2021*

- Ivan (Yi Chen) Ma

**Richmond Intercultural Advisory Committee**

*Two-year term to expire on December 31, 2021*

- Yun-jou Chang
- Naresh Chopra
- Michaela Fengstad
- Nigel Pronger



**Regular Council**  
**Monday, December 9, 2019**

- Ashok Rattan
- Kelly Sidhu
- Vinnie Yuen
- Ian Yeung

**Richmond Community Services Advisory Committee**

*Two-year term to expire on December 31, 2021*

- Rico Choi

**Vancouver International Airport Environmental Advisory Committee**

*Two-year term to expire on December 31, 2021*

- Cynthia Zhou

**Richmond Advisory Committee on the Environment**

*Two-year term to expire on December 31, 2021*

- Erzsi Institoris
- Anthony Leung
- Sam McCulligh
- Nica Derakhshan Nia
- Anika Ng
- Imelda Nurwisah
- Carolyn Jimenez Schneider
- Angeline Singh
- Jia Jie (Vincent) Yi
- Cynthia Zhou

**Richmond Food Security and Agricultural Advisory Committee**

*Two-year term to expire on December 31, 2021*

- Queenie Hewitt
- Lynn Kemper





**Regular Council**  
**Monday, December 9, 2019**

- Allen Rose
- Miles Smart

**Richmond Heritage Commission**

*Two-year term to expire on December 31, 2021*

- Todd Follett
- Victoria Grigorenko
- Jesus Hipolito
- Ron Hyde
- Rocky Lu
- Jack Olsen

**BYLAWS FOR ADOPTION**

R19/20-16

It was moved and seconded

***That Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9683 be adopted.***

**CARRIED**

Opposed: Cllrs. Day

Greene

Wolfe

R19/20-17

It was moved and seconded

***That Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9872 be adopted.***

**CARRIED**



Regular Council  
Monday, December 9, 2019

R19/20-18

It was moved and seconded

*That Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 10028 be adopted.*

**CARRIED**

Opposed: Cllrs. Greene  
Wolfe

DEVELOPMENT PERMIT PANEL

R19/20-19 21.

It was moved and seconded

(1) *That the minutes and the Chair's report for the Development Permit Panel meeting held on November 26, 2019, be received for information; and*

(2) *That the recommendations of the Panel to authorize the issuance of:*

(a) *a Development Permit (DP 18-797026) for the property at 12060 and 12080 1<sup>st</sup> Avenue;*

(b) *a Heritage Alteration Permit (HA 18-797029) for the property at 12060 and 12080 1<sup>st</sup> Avenue; and*

(c) *a Development Permit (DP 18-829241) for the property at 10451, 10471 and 10491 No. 2 Road;*

*be endorsed, and the Permits so issued.*

The question on the motion was not called as concern was raised with regard to the proposed landscaping, building height and architectural design of the application at 12060 and 12080 1<sup>st</sup> Avenue.

There was agreement to deal with Parts (1), (2)(c) and (2)(a) and (b) separately.

The question on Parts (1) and (2)(c) of Resolution R19/20-19 was then called and it was **CARRIED**.

The question on Parts (2)(a) and (2)(b) of Resolution R19/20-19 was then called and it was **CARRIED** with Cllrs. Day and Wolfe opposed.



Regular Council  
Monday, December 9, 2019

ADJOURNMENT

R19/20-20

It was moved and seconded  
*That the meeting adjourn (9:42 p.m.).*

**CARRIED**

Certified a true and correct copy of the  
Minutes of the Regular meeting of the  
Council of the City of Richmond held on  
Monday, December 9, 2019.

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Mayor (Malcolm D. Brodie)

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Corporate Officer (Claudia Jesson)



**Special Council  
Monday, December 9, 2019**

Place: Anderson Room  
Richmond City Hall

Present: Mayor Malcolm D. Brodie  
Councillor Chak Au  
Councillor Carol Day  
Councillor Kelly Greene  
Councillor Alexa Loo  
Councillor Bill McNulty  
Councillor Linda McPhail  
Councillor Harold Steves  
Councillor Michael Wolfe

Corporate Officer – Claudia Jesson

Call to Order: Mayor Brodie called the meeting to order at 4:21 p.m.

RES NO. ITEM

**LEGAL AND LEGISLATIVE SERVICES DEPARTMENT**

1. **PROPERTY MAINTENANCE AND REPAIR BYLAW NO. 7897 –  
11780 KINGFISHER DRIVE FEE APPEAL**  
(File Ref. No.: 12-8060-20-007897; 01-0275-20-2019-027) (REDMS No. 6262777 v. 6; 6361488;  
6361493; 6361499; 6361501; 6361503; 6361506)



**Special Council**  
**Monday, December 9, 2019**

RES NO.    ITEM

Dominic Tung, Richmond resident, spoke on behalf of the owner of 11780 Kingfisher Drive, Jing Cong (the appellant), noting that Ms. Cong had suffered a series of financial hardships and the Property Maintenance and Repair fee for violations at 11780 Kingfisher Drive would further exacerbate her financial position. Mr. Tung further noted that Ms. Cong has owned multiple properties in Richmond and had to sell one property due to a conflict with a neighbour. Also, Ms. Cong opted to rent her property at 11780 Kingfisher Drive as she had to attend to business interests overseas. Mr. Tung added that as a result of damages related to the drug manufacturing operation at 11780 Kingfisher Drive operated by the tenant, the house had to be demolished, however Ms. Cong plans to rebuild the property as her primary residence and has expressed no interest in speculative activities.

SP19/13-1

It was moved and seconded

***That the appeal by Jing Cong of fees imposed pursuant to the Property Maintenance and Repair Bylaw No. 7897 in respect to the drug lab located at 11780 Kingfisher Drive, Richmond, B.C., be dismissed.***

The question on the motion was not called as discussion ensued with regard to (i) the timeline of potential building permit violations in one of Ms. Cong's properties, (ii) obligations by the property owner to secure their property and screen potential tenants, (iii) reducing cost impacts to taxpayers and the City's options to recover costs associated with the site's remediation, and (iv) supporting the City's rental market.

In reply to queries from Council, Mr. Tung expressed that given Ms. Cong's financial position, the proposed fees are excessively punitive and encouraged the City to waive the proposed fees. It was noted that the remediation costs the City incurred were significant and that the City has already reduced the proposed fees.

The question on the motion was then called and it was **CARRIED** with Mayor Brodie and Cllrs. Au and Loo opposed.



# City of Richmond

## Minutes

### Special Council Monday, December 9, 2019

RES NO.    ITEM

#### ADJOURNMENT

SP19/13-2

It was moved and seconded  
*That the meeting adjourn (4:56 p.m.).*

**CARRIED**

Certified a true and correct copy of the  
Minutes of the Special meeting of the  
Council of the City of Richmond held on  
Monday, December 9, 2019.

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Mayor (Malcolm D. Brodie)

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Corporate Officer (Claudia Jesson)



**Special Council  
Wednesday, December 18, 2019**

Place: Council Chambers  
Richmond City Hall

Present: Mayor Malcolm D. Brodie  
Councillor Chak Au  
Councillor Carol Day  
Councillor Kelly Greene  
Councillor Alexa Loo  
Councillor Bill McNulty  
Councillor Linda McPhail  
Councillor Harold Steves  
Councillor Michael Wolfe

Corporate Officer – Claudia Jesson

Call to Order: Mayor Brodie called the meeting to order at 4:00 p.m.

RES NO. ITEM

The meeting was recessed at 4:01 p.m.

\*\*\*\*\*

The meeting reconvened at 5:17 p.m., following the Open Public Works & Transportation Committee, the Open and Closed Parks, Recreation & Cultural Services Committee meetings and the Special Closed Council meeting with all members of Council present.

**COMMITTEE OF THE WHOLE**

- SP19/14-1 1. It was moved and seconded  
*That Council resolve into Committee of the Whole to hear delegations on agenda items (5:18 p.m.).*

**CARRIED**



**Special Council**  
**Wednesday, December 18, 2019**

RES NO.    ITEM

2.    Delegations from the floor on Agenda items – None.

- SP19/14-2    3.    It was moved and seconded  
                  *That Committee rise and report (5:19 p.m.).*

**CARRIED**

**GENERAL PURPOSES COMMITTEE**

Mayor Malcolm D. Brodie, Chair

4.    **PARKING STALL FEES AT CITY-OWNED ELECTRIC VEHICLE CHARGING STATIONS**

(File Ref. No. 10-6460-03; 12-8060-20-009926 / 009924 / 009923 / 009925) (REDMS No. 6346506 v. 15; 5935648; 5935733; 5940444; 5940485)

- SP19/14-3    It was moved and seconded
- (1)    *That, as described in the staff report titled, "Parking Stall Fees at City-Owned Electric Vehicle Charging Stations" dated November 20, 2019, from the Manager, Sustainability, a cost recovery approach for public electric vehicle charging be introduced;*
- (2)    *That each of the following Bylaws be introduced and given first, second and third readings in order to implement parking stall fees, including new ticketing provisions:*
- (a)    *Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9926;*
- (b)    *Traffic Bylaw No. 5870, Amendment Bylaw No. 9924;*
- (c)    *Parking (Off-Street) Regulation Bylaw No. 7403, Amendment Bylaw No. 9923; and*
- (d)    *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9925;*





**Special Council**  
**Wednesday, December 18, 2019**

RES NO.    ITEM

- (3) *That the Consolidated 5 Year Financial Plan (2020-2024) be amended accordingly;*
- (4) *That the creation of a PCC and regular full-time position be brought forward for consideration in the 2021 budget process following analysis of operational demand in 2020; and*
- (5) *That staff review the initiative in six months and report back.*

**CARRIED**

**5. REFERRAL RESPONSE: PROPOSED PLAN FOR MAJOR EVENTS AND PROGRAMS IN 2020**

(File Ref. No. 11-7400-01) (REDMS No. 6338676 v. 3; 6358165; 6359506; 6252529; 6334062; 6332773)

SP19/14-4

It was moved and seconded

- (1) *That, "Option 3 – Reduced Event Program and Elimination of Richmond World Festival Mainstage," as outlined in the staff report titled "Referral Response: Proposed Plan for Major Events and Programs in 2020" dated November 5, 2019 from the Director, Arts, Culture and Heritage Services, be approved for the 2020 Major Events Program;*
- (2) *That expenditures totaling \$1,370,000 for Major Events and Programs in 2020, with funding of \$1,065,000 from the Rate Stabilization Account and \$305,000 from projected sponsorships and earned revenue, be included in the 2020 budget process; and*
- (3) *That the development of a new City Events Strategy as outlined in the staff report titled "Referral Response: Proposed Plan for Major Events and Programs in 2020" dated November 5, 2019, from the Director, Arts, Culture and Heritage Services, be approved.*



**Special Council**  
**Wednesday, December 18, 2019**

RES NO.    ITEM

The question on the motion was not called as in response to queries from Council, staff noted that (i) when reporting back on the Maritime Festival referral opportunities to incorporate the Providence and other ships will be considered, (ii) the ship recruitment portion of the Maritime Festival budget can be examined as a potential funding source for the Providence, (iii) guiding principles will be brought forward for Council consideration during the first quarter of 2020, and (iv) 2020 events will be planned based on the Council endorsement of the guiding principles.

The question on the motion was then called and it was **CARRIED**.

**6. COUNCIL AND COMMITTEE 2020 MEETING SCHEDULE AND AGENDA DISTRIBUTION OPTIONS**

(File Ref. No. 01-0105-01) (REDMS No. 6360444)

SP19/14-5

It was moved and seconded

- (1) That the 2020 Council and Committee meeting schedule Option 2 (One Monthly Planning Committee), as shown in Attachment 1 to the staff report dated November 8, 2019, from the Director, City Clerk's Office, be approved with the following revisions as part of the regular August meeting break and December holiday season:**
  - (a) That the Regular Council meetings (open and closed) of August 10, August 24, and December 28, 2020 be cancelled;**
  - (b) That the August 17, 2020 Public Hearing be rescheduled to September 8, 2020 at 7:00 p.m. in the Council Chambers at Richmond City Hall; and**
  - (c) That the December 21, 2020 Public Hearing be rescheduled to December 14, 2020 at 7:00 p.m. in the Council Chambers at Richmond City Hall;**
- (2) That the Agenda Distribution Option 2 (seven (7) Business Days in Advance for Committees and Wednesday Single Council Distribution) be approved as the preferred agenda distribution option as described in the staff report titled "Council and Committee 2020 Meeting Schedule and Agenda Distribution Options" dated November 8, 2019, from the Director, City Clerk's Office; and**



**Special Council**  
**Wednesday, December 18, 2019**

RES NO.    ITEM

- (3) *That the Council and Committee Meeting Schedule and Agenda Distribution be reviewed in six months.*

**CARRIED**

**PLANNING COMMITTEE**

Councillor Linda McPhail, Chair

7. **APPLICATION BY BENN PANESAR FOR REZONING AT 10931 SEAWARD GATE FROM THE "SINGLE DETACHED (RS1/E)" ZONE TO THE "COMPACT SINGLE DETACHED (RC2)" ZONE**  
(File Ref. No. 12-8060-20-010120; RZ 19-858458) (REDMS No. 6347906; 6351899, 2243859)

SP19/14-6

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10120, for the rezoning of 10931 Seaward Gate from "Single Detached (RS1/E)" to "Compact Single Detached (RC2)" to facilitate the creation of two new single-family lots with vehicle access from the existing rear lane, be introduced and given first reading.*

The question on the motion was not called as in response to queries from Council, staff noted that (i) a bus lay-by was not necessary in this area as it is too close to the corner; however, should it be needed it would be implemented further to the west when subsequent lots are rezoned, (ii) trees are retained if they are healthy, which is determined by an arborist, and (iii) protection of trees is dependent on the location on the property.

Direction was given to staff to monitor the need for a bus lay-by in this area to alleviate some of the congestion.

The question on the motion was then called and it was **CARRIED**.



Special Council  
Wednesday, December 18, 2019

RES NO.    ITEM

PUBLIC ANNOUNCEMENTS AND EVENTS

BYLAW FOR ADOPTION

SP19/14-7

It was moved and seconded

*That Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9978 be adopted.*

**CARRIED**

Opposed: Cllr. Au

DEVELOPMENT PERMIT PANEL

SP19/14-8    8.

It was moved and seconded

(1) *That the Chair's report for the Development Permit Panel meeting held on December 11, 2019, be received for information.*

(2) *That the recommendation of the Panel to authorize the approval of the public art element and changes to the design of the Development Permit (DP 18-822743) issued for the property at 6340 No. 3 Road be endorsed, and the changes so deemed to be in General Compliance with the Permit.*

**CARRIED**



**Special Council**  
**Wednesday, December 18, 2019**

RES NO.    ITEM

**ADJOURNMENT**

SP19/14-9      It was moved and seconded  
*That the meeting adjourn (5:35 p.m.).*

**CARRIED**

Certified a true and correct copy of the  
Minutes of the Special meeting of the  
Council of the City of Richmond held on  
Wednesday, December 18, 2019.

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Mayor (Malcolm D. Brodie)

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Corporate Officer (Claudia Jesson)



**Regular Council meeting for Public Hearings  
Monday, December 16, 2019**

Place: Council Chambers  
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair  
Councillor Chak Au  
Councillor Carol Day  
Councillor Kelly Greene  
Councillor Alexa Loo  
Councillor Bill McNulty  
Councillor Linda McPhail  
Councillor Harold Steves  
Councillor Michael Wolfe

Claudia Jesson, Corporate Officer

Call to Order: Mayor Brodie opened the proceedings at 7:01 p.m.

**1. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10060  
(RZ 17-771371)**

(Location: 11480 and 11500 Railway Avenue; Applicant: Design Work Group Ltd.)

*Applicant's Comments:*

Chris Bonkowski and Inder Johal, property owners, provided background information and noted that (i) Bricklane Properties is a mid-sized development company based out of Richmond, (ii) Bricklane Properties has worked with city staff to follow all procedures ensuring all criteria was satisfied, (iii) the project is a right fit for neighbourhood, (iv) there is a need for duplexes as they provide an affordable alternative to the single family dwelling, and (v) the original owners of the property plan to move into one of the duplexes.

*Written Submissions:*

(a) Valentina Wojna, 11460 Railway Avenue (Schedule 1)



**Regular Council meeting for Public Hearings**  
**Monday, December 16, 2019**

- (b) Chris Bonkowski and Inder Johal, owners 11480 and 11500 Railway Avenue (Schedule 2)

*Submissions from the floor:*

Nadja Wojna, original owners of 11480 and 11500 Railway Avenue, expressed her support for the development. She noted that her family has owned the property since 1956 and feel strongly about the community and would like to age in place in this neighbourhood. Bricklane Properties is a member of the community and has proactively solicited input from the neighbours throughout the process.

In response to a query from Council, Ms. Wojna expressed that the proposed parking for the duplexes was adequate.

Ellen Gould, 11491 Kestrel Drive, was supportive of the application, noting that the proposed duplexes are attractive two storey homes.

Carmen Lam, 11511 Kestrel Drive, was supportive of the application, noting that they appreciated the developer working with the neighbours to ensure the building height was favourable.

PH19/12-1

It was moved and seconded

***That Richmond Zoning Bylaw 8500, Amendment Bylaw 10060 be given second and third readings.***

**CARRIED**



**Regular Council meeting for Public Hearings**  
**Monday, December 16, 2019**

**2. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10091  
(RZ 17-790028)**

(Location: 5500 Williams Road; Applicant: Vivid Green Architecture)

*Applicant's Comments:*

Rosa Salcido, Architect, provided background information on the application noting that the surrounding neighbours were consulted and there was no opposition. One neighbour was concerned about the building height and parking but were ensured it is a two level project and shown a proposed site plan showing two parking spaces per unit plus the visitor parking space.

In response to the queries from Council, the applicant stated that (i) the hedge will remain and be protected during construction, (ii) in order to increase parking spaces, the outdoor or landscape area would be compromised, (iii) there are two parking spaces per unit and the proposal is not expecting additional cars, and (iv) the solid walls on the east and west provide privacy and is not a complete flat wall as there is a recess.

*Written Submissions:*

None.

*Submissions from the floor:*

Jim McGrath, 10131 Lawson Drive, expressed opposition to the application, noting that (i) there is too much densification for the lot size, (ii) the proposed height is much higher than other two storey properties, (iii) the square footage is excessive for each housing unit, (iv) the parking and turnaround space will reduce green space, (v) the eastern wall for the east side duplex is overbearing, (vi) the parking demands will overflow onto Lassam Road, (vii) higher density will increase traffic, and (viii) this type of housing is not affordable for young families.

PH19/12-2

It was moved and seconded

***That Richmond Zoning Bylaw 8500, Amendment Bylaw 10091 be given second and third readings.***

In response to query from Council, staff noted that a recent staff memorandum on the results of a shadow study included images showing the shadows from the existing hedge, which would create a strong shadow effect. The property is to the north and would not shade properties to the south.





**Regular Council meeting for Public Hearings**  
**Monday, December 16, 2019**

The question on the motion was then called and it was **CARRIED** with Cllrs. Day and Greene opposed.

3. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10101 (RZ 19-850681)**

(Location: 11891 Dunavon Place; Applicant: Dmitri Dudchenko)

*Applicant's Comments:*

The applicant was available to respond to queries.

*Written Submissions:*

None.

*Submissions from the floor:*

None.

In response to queries from Council, staff noted that both secondary suites will be 500 square feet and one will be a bachelor suite, while the other, a one bedroom suite. Staff further noted that the three trees located on the eastern neighbouring property were removed under a separate rezoning on the neighbouring site.

PH19/12-3

It was moved and seconded

***That Richmond Zoning Bylaw 8500, Amendment Bylaw 10101 be given second and third readings.***

**CARRIED** with Cllr. Greene opposed

4. **RICHMOND ZONING BYLAW NO. 8500, AMENDMENT BYLAW NO. 10107 (ZT 18-827860)**

(Location: 3208, 3211, and 3328 Carscallen Road; Applicant: Pinnacle Living (Capstan Village) Lands Inc.)

*Applicant's Comments:*

The applicant was available to respond to queries.

*Written Submissions:*

Sandy Leung, Richmond resident (Schedule 3)

*Submissions from the floor:*



**Regular Council meeting for Public Hearings**  
**Monday, December 16, 2019**

PH19/12-4

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10107 be given second and third readings.*

**CARRIED**

**5. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10108 (RZ 19-857867)**

(Location: 10671 and 10691 Gilmore Crescent; Applicant: Cherdu Properties Ltd.)

*Applicant's Comments:*

The applicant was available to respond to queries.

*Written Submissions:*

None.

*Submissions from the floor:*

None.

Prior to Council consideration, Wayne Craig, Director, Development, summarized the memorandum to Council noting that the applicant was willing to consider increasing the size for one of the three secondary suites and in total there will be two one-bedroom suites and one two-bedroom suite.

PH19/12-5

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10108 be given second and third readings.*

**CARRIED**

**6. OFFICIAL COMMUNITY PLAN BYLAW 9000, AMENDMENT BYLAW 10110 AND RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10111 (RZ 18-835532)**

(Location: 9900 No. 3 Road and 8031 Williams Road; Applicant: Mosaic No. 3 Road and Williams Limited Partnership)

*Applicant's Comments:*

The applicant was available to respond to queries.



Regular Council meeting for Public Hearings  
Monday, December 16, 2019

*Written Submissions:*

- (a) De Whalen, Richmond Poverty Response Committee (Schedule 4)
- (b) Henry Lau, 8091 Williams Road (Schedule 5)

*Submissions from the floor:*

None.

PH19/12-6

It was moved and seconded

The question on the motion was not called as discussion ensued regarding the provision of balconies.

In response to query from Council, Wayne Craig, Director, Development, noted that the developer has committed to explore the provision of balconies and an investigation would go through the Development Permit Panel; however, there are no assurances that balconies would be provided.

***That Official Community Plan Bylaw 9000, Amendment Bylaw 10110 be given second and third readings.***

**CARRIED**

As a result of the discussion, the following **referral motion** was introduced:

PH19/12-7

It was moved and seconded

***That the application be referred back and the applicant be directed to provide balconies with a depth of approximately 3 feet as set out in the staff memorandum.***

The question on the referral motion was not called as discussion took place regarding the provision of balcony space and the reduction of the common outdoor space.



**Regular Council meeting for Public Hearings**  
**Monday, December 16, 2019**

In response to queries from Council, Wayne Craig, Director, Development, noted that (i) staff worked with the developer to oversize the common outdoor amenity space on the rooftop in response to the lack of private balconies, (ii) if 3 foot balconies are provided, the developer would be required to reduce the size of the rooftop common space, (iii) 28 units have Juliet balconies, which are 1-1.5 foot deep, (iv) the reduction of the common space will not fall below the minimum requirement, (v) there is no quantitative amount of how much common space will be reduced, (vi) it is not an option to retain the common space and increase the size of the balconies due to building code regulations and costs to the developer, and (vii) the increased costs are due to structural and weatherproofing and there is no quantitative costs currently.

The question on the referral motion was then called and it was **DEFEATED** with Mayor Brodie and Cllrs. Au, Loo, McNulty, McPhail and Steves opposed.

PH19/12-8

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10111 be given second and third readings.*

**CARRIED**

In accordance with Section 100 of the Community Charter, Councillor Carol Day declared a conflict of interest as her husband owns a licenced bed and breakfast and Councillor Day left the meeting – 7:46 p.m.

**7. RICHMOND ZONING BYLAW NO. 8500, AMENDMENT BYLAW NO. 10066 (BOARDING & LODGING, HOSTED)**

(Location: City Wide; Applicant: City of Richmond)

*Applicant's Comments:*

Staff was available to respond to queries.



**Regular Council meeting for Public Hearings  
Monday, December 16, 2019**

Carli Williams, Manager, Community Bylaws and Licencing noted that the amendment to the Bylaw is to clarify the definition of "Boarding and lodging" because the previous definition is too broad and open to interpretation. The new definition will not allow new homes to offer boarding and lodging and the Zoning Bylaw has always allowed up to two boarders or lodgers in a residence.

In response to queries from Council, staff noted that with the new definition it will be easier to enforce the bylaw. Staff further noted that Boarding and lodging allows two people, if there are more than two people, you must apply for a Bed and Breakfast licence.

*Written Submissions:*

- (a) Niti Sharma, Richmond resident (Schedule 6)
- (b) Judie Schneider, Richmond resident (Schedule 7)

*Submissions from the floor:*

Matthew Yeung, Richmond resident and owner occupier, expressed concerns regarding the bylaw amendment. Mr. Yeung noted that Council should consider a similar policy that the City of Toronto has passed and that this bylaw amendment will affect the Richmond School District and their Homestay Exchange Program and will hurt Homestay hosts. Mr. Yeung further noted that if the City makes it difficult to host, underground services will be created and the City may not find same level of cooperation from operators.

Niti Sharma, Richmond resident, expressed concern with the Bylaw amendment and read from her submission (attached to and forming part of these Minutes as Schedule 6)

Katherine McCreary, 7560 Glacier Crescent, expressed concerns to the bylaw amendment in regards to ensuring residents of a dwelling unit are individual owners and not a corporation. Ms. McCreary's states that the bylaw is not consistent with Bed and Breakfast bylaw and should not allow hosts to be corporations.



**Regular Council meeting for Public Hearings  
Monday, December 16, 2019**

In response to queries from Council, Carli Williams, Manager, Community Bylaws and Licencing noted that the rationale for having different regulations between Boarding and lodging and Bed and Breakfasts is because Boarding and lodging has a low barrier and minimal impact, whereas, once the amount of tenants surpass two, the impacts are more substantial and require greater regulations.

Brian Cooper, 5511 Cathay Road, owner and operator of Stone Henge Bed and Breakfast, expressed concerns with the enforcement of the bylaw amendment with the large amount of illegal short-term rentals.

In response to queries from Council, staff noted that (i) tickets are issued for short-term rentals found to have more than two boarders or lodgers, (ii) the City cannot issue tickets for operations advertising for more than two tenants; however, charges can be laid and licences can be suspended or cancelled, (iii) in order to be able to ticket for advertising, the bylaw would need to be amended and the legal department consulted, (iv) licences can be cancelled for absent tenants, (v) it is difficult for the City to enforce limitations on days for tenants, (vi) the operator of the bed and breakfast must reside at the property and would be the person ticketed if found in contravention of any bylaws, (vii) there are a variety of ticketing provisions and each contravention can incur a minimum of two thousand dollars up to a maximum of ten thousand dollars per count, per day, (viii) further penalties include suspension or cancellation of the licence and injunctions in the supreme court to prevent future operation, (ix) if a homestay program is organized through the school, the host would not require a business licence, and (x) the City is limited to charging one thousand dollars per ticket, per day until the illegal operation ceases.

Lynda ter Borg, 5860 Sandpiper Court, expressed concerns regarding the bylaw amendment and issues with loopholes and an underground economy of illegal rentals. Ms. ter Borg would like to see stricter regulations.

PH19/12-9

It was moved and seconded

***That Richmond Zoning Bylaw 8500, Amendment Bylaw 10066 be given second and third readings.***



**Regular Council meeting for Public Hearings  
Monday, December 16, 2019**

The question on the motion was not called as further discussion ensued regarding amending the bylaw so that the definition of the operator and the ownership structure of bed and breakfasts and boarding and lodging operations are restricted to a sole-proprietorship structure.

As a result of the discussion, the following **referral motion** was introduced:

PH19/12-10

It was moved and seconded

***That Richmond Zoning Bylaw 8500, Amendment Bylaw 10066 be referred back to staff to further refine the bylaw to include non-corporate ownership.***

**DEFEATED**

Opposed: Mayor Brodie  
Cllrs. Loo  
McNulty  
McPhail  
Steves

Discussion further ensued regarding the need to protect renters, the increasing low vacancy rates, and the ability for renters to offset expenses by renting out units themselves.

The question on the main motion was then called and it was **CARRIED** with Cllrs Au, Greene and Wolfe opposed.

Direction was given to staff to conduct a review in 12 months.

PH19/12-11

It was moved and seconded

***That Richmond Zoning Bylaw 8500, Amendment Bylaw 10066 be adopted.***

**CARRIED**

Opposed: Cllrs. Au  
Greene  
Wolfe

Councillor Day returned to the meeting – 8:52 p.m.



**Regular Council meeting for Public Hearings  
Monday, December 16, 2019**

**ADJOURNMENT**

PH19/12-12

It was moved and seconded

*That the meeting adjourn (8:53 p.m.).*

Certified a true and correct copy of the  
Minutes of the Regular meeting for Public  
Hearings of the City of Richmond held on  
Monday, December 16, 2019.

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Mayor (Malcolm D. Brodie)

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Corporate Officer (Claudia Jesson)



Schedule 1 to the Minutes of the  
Public Hearing meeting of  
Richmond City Council held on  
Monday, December 16, 2019.

To Public Hearing	
Date:	Dec. 16, 2019
Item #	1
Re:	RZ 17-771371

Dec 10, 2019

Re: Rezoning Bylaw 8500, Amendment Bylaw 10060 (RZ 17-771371)  
Location: 11480/11500 Railway Ave: rezone for subdividing into 3 duplex lots  
City Contact: Edwin Lee, Planning & Development Division

To Mayor and Council,

As the owner of the property next door (11460) & one of the Wojna members who has lived here since 1956, I have seen many changes in this original farming community. This area changed years ago, and now continues to change. I am reiterating my support for the above rezoning application. My neighbours and I are aware of the effort made to ensure the increase in density is viable, tasteful and appropriate to this specific location with its very busy intersection. It is in keeping with the look of this well established and maintained community.

I understand that a municipal consultation process resulted in the new "2041 Community Plan Bylaw" for this area of Railway. The rezoning is looking to increase the population density with two story duplexes or triplexes (dependent on the size of the property). That change is logical & environmentally friendly for this area. Richmond is in need of a variety of affordable housing in this community. A smaller 2 story duplex with 1 set of stairs would benefit the senior who is downsizing, but still with space for their children and grandchildren. In addition it would allow them to "age in place" (use of 1 stair lift) in the community they love. On the other hand, younger families will not have to move out of this friendly, green neighbourhood to be within walking distance of all the schools and amenities.

I have a vested interest in these changes as I also want to age in place. Working with seniors in Richmond, I am very much aware of the "age in place" mantra. I know it is important that families are able to stay close by to support their young and old.

Densification is inevitable but it needs to be in keeping with this area's community parks, schools, amenities and trails. This proposal and its amendment is compatible with this long standing neighbourhood in height, appearance and density.

Sincerely,  
Valentina Wojna  
11460 Railway Ave,  
Richmond BC



Dec 10, 2019

To: Director, City Clerks Office

Fax: 604 278 5139

Re: Richmond Zoning Bylaw 8500, Amendment Bylaw 10060 (RZ 17-771371)

Location: 11480/11500 Railway Avenue (subdivision into 3 duplex lots)

From:

Valentina Wojna

11460 Railway Avenue

Richmond, BC, V7E 2B9

604 277 6756

**CityClerk**

Schedule 2 to the Minutes of the  
Public Hearing meeting of  
Richmond City Council held on  
Monday, December 16, 2019.

**ON TABLE ITEM**

Date: December 16, 2019  
Meeting: Public Hearing  
Item: Item #1

**From:** Inder Johal <bricklanedevelopments@gmail.com>  
**Sent:** Sunday, 15 December 2019 14:38  
**To:** CityClerk  
**Cc:** chris bonkowski  
**Subject:** RZ 17 - 1771371 (11480 & 11500 Railway Ave)

Hello,

Owner of this property Brickane Developments (Chris Bonkowski & Inder Johal) would like to speak on why it should be passed by City Council. This is for the Public Hearing on December 16th, 2019.

Best,

Inder

Schedule 3 to the Minutes of the  
Public Hearing meeting of  
Richmond City Council held on  
Monday, December 16, 2019.

<b>To Public Hearing</b>
Date: <u>Dec 16, 2019</u>
Item # <u>4</u>
Re: <u>RZ 18-827860</u>

**CityClerk**

**From:** Sandyleung <sleung515@gmail.com>  
**Sent:** Wednesday, 11 December 2019 22:58  
**To:** CityClerk  
**Subject:** Richmond zoning bylaw no.8500, amendment bylaw no.10107 (ZT 18-827860)

Dear Mr. John Hopkins,

This email is to inform you that I am not able to attend the hearing on December 16th at 7:00 pm at the Richmond City Hall. I am not able to find a babysitter during that day and time. I do have some questions and concerns.

I reside in one of the buildings across the street from that zoning area. That area has always been a little quiet and unsafe at night or early in the morning due to many vagrants scavenging through our recycling or trying to get into our building. We've had two garage break-in cases in the past two years. My questions is, will the affordable housing building be similar to the ones on Hasting Street? And will the applicants be screened? Will it make our neighborhood less safe?

Please advise.

Thank you for you time.

Sincerely,

Sandy

Sent from my iPhone



**Mayor and Councillors**

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**From:** De Whalen <de\_whelen@hotmail.com>  
**Sent:** Wednesday, 11 December 2019 14:33  
**To:** Mayor and Councillors; City Clerk  
**Cc:** Hajira RFB; John Roeder; Deb Turner VCH; Stephanie Shulhan  
**Subject:** Written submission for Council Dec 16, 2019 re: Mosaic Homes rental proposal  
**Attachments:** PRC submission re Mosaic rental proposal Dec 2019.doc

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

**Categories:** - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S OFFICE

Greetings City Clerk's office and Mayor & Councillors: Please see, below and attached, a submission from the Richmond Poverty Response Committee (PRC) in favour of the Mosaic purpose-built rental proposal coming before Council on Dec 16, 2019. Thank you for your attention to this matter.

De Whalen

December 11, 2019

City of Richmond  
4911 No. 3 Road,  
Richmond BC

**Sent by email**

Dear Mayor and Councillors:

**Re: Mosaic Market Rental Housing Development  
9900 No. 3 Road and 8031 Williams Road**

This is a submission on behalf of the Richmond Poverty Response Committee (PRC) to confirm its steering committee's support of the above-noted proposal for a market rental development.

The Richmond PRC has long advocated for **purpose-built rental housing**. In the year since the City Council adopted its Market Rental Housing policy, some rental-only proposals have come forward for approval. This is a promising trend that the Richmond PRC hopes will continue. Our collective view is the City needs to prioritize the building of rental housing units that meet the needs of people who live, work, retire and play in Richmond.

Too many people these days cannot afford to come up with a down payment, let alone cover a mortgage for their own homes. Purpose-built rentals are needed by a wide variety of young professionals, new families, immigrants and single parents. Many of these people are either mid-wage workers now traveling into Richmond to provide vital services, or residents who want to move up the housing continuum into new rental units they



can afford. Purpose-built rentals also provide stability for renters, whereas the current supply of individual condo rentals do not.

For these reasons, the Richmond PRC supports this proposal. It will help to increase supply of rental housing and as such, it promises to be a net good for the community. We understand that the developers have offered to provide some accessible units and we hope they will work with the City and with the Richmond Centre for Disability to ensure that those units fully meet the diverse needs of Richmondites.

At the same time, we remain on record as fully supporting **below-market rental housing**. We urge the City to establish a fast-track approval process to give developers an incentive to build more below-market rental housing.

For your interest, members of the Richmond PRC include the Richmond Food Bank Society, Richmond Women's Resource Centre, Richmond Food Security Society, Richmond Family Place, Richmond Centre for Disability, Chimo Community Services, Richmond Health Services, Family Services of Greater Vancouver, Turning Point Rehabilitation Society, Kehila Society, KAIROS, ISS of BC and representatives of various Faith Groups, among others.

Respectfully submitted,

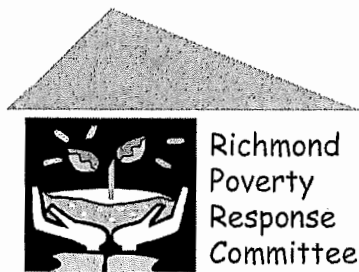
De Whalen  
Chair, Richmond PRC

C 604.230.3158  
[www.richmondprc.org](http://www.richmondprc.org)

De Whalen  
604.230.3158

"Small acts, when multiplied by millions of people, can quietly become a power no government can suppress, a power that can transform the world." Howard Zinn

*"You can't undo the past. You don't have to feel guilty about the past. You don't even have to apologize for the past. All you have to do is say YES. Yes, this happened. We can start there."* Richard Wagamese on Reconciliation.



December 11, 2019

City of Richmond  
4911 No. 3 Road,  
Richmond BC

**Sent by email**

Dear Mayor and Councillors:

**Re: Mosaic Market Rental Housing Development  
9900 No. 3 Road and 8031 Williams Road**

This is a submission on behalf of the Richmond Poverty Response Committee (PRC) to confirm its steering committee's support of the above-noted proposal for a market rental development.

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Too many people these days cannot afford to come up with a down payment, let alone cover a mortgage for their own homes. Purpose-built rentals are needed by a wide variety of young professionals, new families, immigrants and single parents. Many of these people are either mid-wage workers now traveling into Richmond to provide vital services, or residents who want to move up the housing continuum into new rental units they can afford. Purpose-built rentals also provide stability for renters, whereas the current supply of individual condo rentals do not.

For these reasons, the Richmond PRC supports this proposal. It will help to increase supply of rental housing and as such, it promises to be a net good for the community. We understand that the developers have offered to provide some accessible units and we hope they will work with the City and with the Richmond Centre for Disability to ensure that those units fully meet the diverse needs of Richmondites.

At the same time, we remain on record as fully supporting **below-market rental housing**. We urge the City to establish a fast-track approval process to give developers an incentive to build more below-market rental housing.

For your interest, members of the Richmond PRC include the Richmond Food Bank Society, Richmond Women's Resource Centre, Richmond Food Security Society, Richmond Family Place, Richmond Centre for Disability, Chimo Community Services, Richmond Health Services, Family Services of Greater Vancouver, Turning Point Rehabilitation Society, Kehila Society, KAIROS, ISS of BC and representatives of various Faith Groups, among others.

Respectfully submitted,

De Whalen  
Chair, Richmond PRC

C 604.230.3158  
[www.richmondprc.org](http://www.richmondprc.org)



**CityClerk**

Schedule 5 to the Minutes of the  
Public Hearing meeting of  
Richmond City Council held on  
Monday, December 16, 2019.

**ON TABLE ITEM**

Date: December 16, 2019  
Meeting: Public Hearing  
Item: # 6

**From:** Henry Lau <hhwlau@gmail.com>  
**Sent:** Monday, 16 December 2019 16:00  
**To:** CityClerk  
**Subject:** Public hearing submission  
**Attachments:** Letter City of Richmond planners-20191216.pdf

Hi there,

My name is Henry Lau and I am the current council president of the town-home complex at 8091 Williams Rd - Sereno, Strata Plan BCS 4378. I am writing on behalf of our strata owners for the purpose of the letter is to express our opinion against the OCP amendment bylaw 10110 at "8031 Williams Road" from "Neighbourhood Residential" to "Neighbourhood Service Centre", and the zoning amendment bylaw 10111 at "8031 Williams Road" from "Single Detached (RS1/E)" zone to "Commercial Mixed Use (ZMU44)-Broadmoor" zone. Please find the attached submission for the public hearing today.

Thank you very much

Henry Lau

Council President, Strata Plan BCS 4378 - Sereno

To City of Richmond,  
Planning, Building and Development Dept.

Dear City of Richmond planners,

My name is Henry Lau and I am the current council president of the town-home complex at 8091 Williams Rd - Sereno, Strata Plan BCS 4378. I am writing on behalf of our strata owners for the purpose of the letter is to express our opinion against the OCP amendment bylaw 10110 at "8031 Williams Road" from "Neighbourhood Residential" to "Neighbourhood Service Centre", and the zoning amendment bylaw 10111 at "8031 Williams Road" from "Single Detached (RS1/E)" zone to "Commercial Mixed Use (ZMU44)-Broadmoor" zone.

**Neighbourhood building harmony concern**

I am a long resident at the neighbourhood for 15 years since my schooling years.

The neighbourhood of No.3 and Williams Road is surrounded by 4 elementary schools and 1 secondary school. The south arm community center also is a popular recreational center for elder residents in the neighbourhood. Our neighbourhood resides, in my opinion, mainly small and medium families with children and elders in the household. Therefore, our area is mostly populated with detached homes, duplexes and townhomes that support start up and mid size families with 4+ member in the household. This is my observation with the re-developments along Williams Road showing conversions from single detached home to duplexes or townhome complexes.

The current development application is a 4 stories mix-use rental and commercial building. The building is designed with 33 rental units with 19 units are studios and single bedroom units, which are focused on household residents under 3 persons. With the additional commercial unit at the ground floor, the building design will introduce more single person resident type into our neighbourhood plus adding commercial related traffic to the already busy intersection.

My main concern is about the decision on introducing a densely populated apartment building into a mid-size family home neighbourhood while we have our foreseeable supply of studios and one-bedroom from the massive re-development projects happening along No.3 Road and at city center near the Brighthouse Skytrain station.

Secondly, No.3 Road and Williams neighbourhood already having more than enough commercial service for the community. Current commercial business surrounding the intersection includes:

Large supermarket, late night shopping center and convenience store, restaurants, late night bar, coffee shop, gas station, medical clinics and dentists, pharmacy, banks, bakery, laundry service, post office, yoga fitness center and animal hospitals. I was also learned that Coast Capital Union at Richlea center is planning to discontinue their service in 2020. In addition, 9900 No.3 Road has been vacant for 15+ years. Both facts are implicating a sufficient commercial space in the area.

**Traffic and Noise Concern**

I believe commercial businesses always require designated loading zone area. Based on the current plan, a loading zone will be located at the northeast corner of the development. Having 4 commercial units sharing with one loading zone area so close to neighborhood town-home will definitely causing persisting daytime traffic noise.

To City of Richmond,  
Planning, Building and Development Dept.

The current convenient store (7-11) is already producing noise issues to 8091 Williams Road front row units. By introducing new commercial units, the increased traffic will also affect the west side of 8091 Williams strata and south side of 9700 No 3 Road strata as well.

We strongly encourage the city planner to consider a full residential development such as townhome complex instead of a mix use development.

Thank you very much

Best regards,

Henry Lau  
Council President, Strata Plan BCS 4378 - Sereno

## ON TABLE ITEM

Date: December 16, 2019  
Meeting: Public Hearing  
Item: Item #7

Schedule 6 to the Minutes of the  
Public Hearing meeting of  
Richmond City Council held on  
Monday, December 16, 2019.

### **Mayor and Councillors**

**From:** niti sharma <niti.tana@gmail.com>  
**Sent:** Sunday, 15 December 2019 03:34  
**To:** Mayor and Councillors; Brodie, Malcolm; Harold Steves; Carol Day; Kelly Greene; Au, Chak; Michael Wolfe; McPhail, Linda; McNulty, Bill; Loo, Alexa  
**Cc:** City Clerk  
**Subject:** Boarding and lodging bylaw changes : December 16th, 2019 Public Hearing.

Honorable Mayor and Councillors,

The proposed bylaws around licensing boarding and lodging will lead to licensing and regularizing a second mechanism for doing STR's in the city. It will allow many more STR's to operate in every neighborhood and dwelling type and make Richmond's housing market even less affordable.

This has been the case in every big city in North America where STR's abound. In New York, the STR market is supposed to have taken off as many as 10% listings out of long-term rental markets.

Closer home, a McGill study says that air B&B has removed 2% of the entire housing stock from the rental market. If we add 2% to our current vacancy rate, it will become 2.7%, much closer to the healthier rate of 3%. Instead of working as a mechanism for converting empty properties into long term rentals these new STR regulations will put the long renters in a more precarious position with no security of tenure and rising rents.

Richmond's vacancy rate has been consistently low and was 0.7% in 2018. Average market rents in Richmond increased 7% from 2017-2018 much more than the rate of inflation over the same period of time. According to the 2018 affordability update (page 5) average market rental rates in Richmond have increased by 25% over the last five years (2013-2018).

In this rental context the Renters have little bargaining power.

Instead of lowering the bar for long-term renters, the proposed regulation will raise the bar because now in addition to living and working in the city you will also need to run a boarding and lodging operation to afford your rental home. A renter unwilling or unable to do this will likely not be able to secure this rental opportunity.

In cities facing affordability and housing scarcity challenges, STR's have been shown to increase rents in high interest neighborhoods and increase the price of housing in the long run.

Right now a landlord of multiple properties in Richmond has two choices, either rent out the property long term or leave it vacant and pay the provincial speculation tax. However, under this regulatory framework the landlord can rent out the property to a renter for six months of the year and ask the renter to run a boarding and lodging operation and share revenue with the landlord. However, renting for six months of the year does not provide any security of tenure to the renter even though it will allow the landlord to avoid the speculation tax and continue to charge excessive market rents.

So the one host one listing system can be exploited as a mechanism that allows the landlord to avoid their speculation tax liabilities and reap lucrative financial returns from multiple properties without providing the renters a stable long term housing choice.

Vancouver allows renters to do STRs and their experience with regulating STR's has insights for our city.

According to a city of Vancouver report on market rental trends the vacancy rates for rented condos decreased in 2018 by 0.3% to 0.3%. This is surprising because there is a glut of empty condos in Vancouver and one would expect the

policy disincentives such as empty homes and speculation tax and regulating STR's would help bring more condos into the long-term rental pool. The report also said that in 2018 the average rent of condominiums was 39% higher than purpose-built rentals.

So if Richmond wants to help build rental affordability, building more purpose built rentals and maintaining and renovating the older purpose built stock is a much more effective way than allowing renters to do STRs.

I think that Richmond is facing a shortfall of affordable housing choices rather than a shortfall for short term rentals.

In context of a housing affordability crisis it is deeply problematic if the city grants its regulatory approval to a second mechanism for STR's whose maximum benefits are to housing speculators and to tourists at the cost of full time residents.

Allowing short term rentals in every dwelling type and neighborhood also has the capacity to distort our expectations from housing as a moneymaking venture first rather than a place to call home.

I am not really sure we need a second mechanism for STR's but if the city thinks it offers people a break on living costs this "return" should be small and well distributed among operators.

Some suggestions for more constraints to reduce the impact of boarding and lodging on neighborhoods, on community and on affordability in the city:

- Similar to B&B operations in the city, Boarding and lodging should be owner operated and allowed only in principal residences for less than 30 days in a year.
- No whole dwelling rentals should be allowed.
- Monitor long term rental trends in high interest neighborhoods and consider removing a planning area/neighborhood from doing STR's if
- Three tickets from the city for non-compliance should result in loss of license and a prohibition to operate in the city.
- Corporations and businesses should not be allowed to do STR's as housing stock should not be primarily used to generate income.
- I think apartments and condos should not be allowed to do STR's as this diverts density from long term rentals and makes them more attractive for speculation. Our current housing context warrants this restriction.

Thank you,  
Niti Sharma

Sources of information for this letter:

City of Richmond affordability update

2018: [https://www.richmond.ca/shared/assets/Affordable\\_Housing\\_Strategy\\_2018\\_Update54956.pdf](https://www.richmond.ca/shared/assets/Affordable_Housing_Strategy_2018_Update54956.pdf)

City of Vancouver summary of the rental market in the city (Fall 2018): <https://vancouver.ca/files/cov/2018-11-30-cmhc-rental-market-report-fall-2018-release.pdf>

Schedule 7 to the Minutes of the  
Public Hearing meeting of  
Richmond City Council held on  
Monday, December 16, 2019.

## ON TABLE ITEM

Date: December 16, 2019  
Meeting: Public Hearing  
Item: Item #7

### Mayor and Councillors

**From:** Judie Schneider <judieschneider@gmail.com>  
**Sent:** Monday, 16 December 2019 08:30  
**To:** Mayor and Councillors  
**Subject:** Proposed Bylaws for STR's (tonight's council meeting)

Honourable Mayor and City Councillors,

I have been renting for the past 13 years. In the last 6 years, being a renter has changed from something I didn't think too much about to being the single most stressful facet of my life.

The fact that Richmond City Council is proposing bylaw changes to allow STR's to operate in townhouses and apartments, avoid having a buffer zone between each and allow renters themselves to be in charge of the business is a case in point for those who hold the belief that our City Council has no idea what the current housing crisis actually means for renters in Richmond.

We are in a housing crisis *specifically* because there is a lack of **long-term rentals**. Airbnb's, demolition of rental homes and the absence of a vacancy tax in Richmond has already resulted in the loss of hundreds of long-term rental homes in Richmond in the past couple of years. These proposed changes to STR bylaws would only lead to even more long-term rentals being pulled from the market because renting short term to multiple tenants is more lucrative for landlords.

At first glance, it would be easy to think that perhaps some of the empty homes might be rented out under these new bylaws and provide a stable home for a family, but what family wants to take out a lease on a single-family home with the understanding that they must rent out some of the rooms to a constant parade of strangers? These aren't separated quarters being rented out—the strangers would be living with their children! This situation is a perfect example of how policies can make the vulnerable even more vulnerable and give the privileged yet another loophole to propagate more wealth (in this case by avoiding the speculation tax).

We must also keep in mind that when a neighbourhood is filled with short-term tenants, the neighbourhood community ceases to exist: school enrolment goes down, neighbours stop being neighbourly and children can't find other children to play outside with on their own street. The long-term consequences are run-down neighbourhoods, school closures and most tragic of all—people forced to live in vehicles or on the street.

I can't think of a single elected member of council who didn't express concern about our city's housing affordability crisis during the election. If the concern was genuine, it is incumbent upon each of them to vote against these proposed bylaws at Monday's council meeting. That would be a baby step (albeit an important one) in taking real action to end our housing crisis.

Sincerely,

Judie Schneider



## Community Safety Committee

Date: Tuesday, December 10, 2019

Place: Anderson Room  
Richmond City Hall

Present: Councillor Bill McNulty, Chair  
Councillor Carol Day  
Councillor Kelly Greene  
Councillor Alexa Loo  
Councillor Harold Steves

Also Present: Councillor Chak Au  
Councillor Michael Wolfe

Call to Order: The Chair called the meeting to order at 4:00 p.m.

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the Community Safety Committee held on November 13, 2019, be adopted.*

**CARRIED**

### COMMUNITY SAFETY DIVISION

1. **COMMUNITY BYLAWS MONTHLY ACTIVITY REPORT – OCTOBER 2019**

(File Ref. No. 12-8060-01/20) (REDMS No. 6340325)

In response to queries from Committee, staff noted that as per the towing contract with Rusty's Towing, the City receives a flat rate of \$5,000 per month, and false alarms are initiated through the RCMP and billing is processed through Bylaws.



**Community Safety Committee**  
**Tuesday, December 10, 2019**

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It was moved and seconded

*That the staff report titled "Community Bylaws Monthly Activity Report – October 2019", dated November 15, 2019, from the General Manager, Community Safety, be received for information.*

**CARRIED**

**1A. SMOKING DISTANCE FOR PUBLIC OPENINGS**  
(File Ref. No.)

Discussion took place regarding smoking regulation signage for public spaces and direction was given to staff to provide public education on the prohibition of smoking and vaping within 9 metres of public "customer service areas".

**1B. AGRICULTURAL SIGNAGE**  
(File Ref. No.)

Discussion took place regarding farm signage and placement and in response to queries from Committee, staff noted that (i) the Food Security and Agricultural Advisory Committee, Economic Development and Tourism Richmond are collaborating to explore ways to promote farming and agriculture, (ii) an app is currently being developed to provide the public with an electronic map of licensed farm stands, and (iii) there are regulations for special signs for community special events.

Further discussion took place on signage regulations for farmers and direction was given to staff to report back on the regulations prior to the upcoming spring crop season.

**1C. A-FRAME SANDWICH BOARD SIGNAGE**  
(File Ref. No.)

Discussion took place regarding a review of the Sign Regulation Bylaw No. 9700, particularly with respect to Sandwich Board Signs. Staff noted that (i) there are size regulations for sandwich boards, (ii) new businesses are allowed to display sandwich board signs in the first 30 days of business, (iii) projecting signs are more effective in advertising, (iv) there are problems with sandwich boards falling over and potentially obstructing traffic, (v) the City is not looking into the option of wayfinding poles, and (vi) the sign bylaw does not differentiate between the number of signs on a store's frontage but considers a total sign area.

**Community Safety Committee**  
**Tuesday, December 10, 2019**

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Further discussion took place on the smoking regulation signs and staff noted that (i) the City is working with Vancouver Coastal Health to ensure shops are displaying the new nine metre smoking signs, (ii) currently the signage can be downloaded and printed off the BC Lung Association website, and (iii) options for printing signs can be explored in collaboration with industry contacts.

**2. RICHMOND FIRE-RESCUE MONTHLY ACTIVITY REPORT – OCTOBER 2019**

(File Ref. No. 09-5000-01) (REDMS No. 6343133)

Fire Chief Tim Wilkinson, Richmond Fire-Rescue, highlighted that emergency response calls to the RFR are slowly increasing since the system changes that were implemented in June 2018 by BC Emergency Health Services.

In response to queries from Committee, Chief Wilkinson noted that it is difficult to compare data across municipalities as not all cities report statistics the same way. He further noted that the Special Transport category is a large category that encompasses non-standard vehicles.

It was moved and seconded

*That the staff report titled “Richmond Fire-Rescue Monthly Activity Report – October 2019”, dated November 15, 2019, from the Fire Chief, Richmond Fire-Rescue, be received for information.*

**CARRIED**

**3. FIRE CHIEF BRIEFING**

(Verbal Report)

Items for discussion:

**(i) Christmas Tree Chipping Event**

Fire Chief Wilkinson invited Council to attend the Christmas Tree Chipping event taking place January 4 and 5, 2020.

**(ii) Public Accessible Automated External Defibrillators (AEDs) at Fire Halls**

The Brighthouse and Cambie Fire Halls have added Automated External Defibrillators.

**(iii) Richmond Cares, Richmond Gives**

Fire Chief Wilkinson thanked participants that attended the December 3, 2019 Richmond Cares, Richmond Gives event.

**Community Safety Committee**  
**Tuesday, December 10, 2019**

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4. **2019-2020 RICHMOND RCMP DETACHMENT ANNUAL PERFORMANCE PLAN SECOND QUARTER RESULTS (JULY 1 TO SEPTEMBER 30, 2019)**

(File Ref. No. 09-5000-01) (REDMS No. 6333024 v.3)

Superintendent Will Ng, Richmond RCMP, spoke to the staff report and highlighted the statistics from the priority areas of Property Crime, Organized Crime, Vulnerable Persons and Road Safety.

In response to queries from Committee, Superintendent Ng noted that (i) the City of Richmond's Community Safety App is currently in its final testing stages, (ii) the RCMP are looking into Project Integrated Resources for Investigations and Safety (IRIS) and exploring best practices for Richmond residents to register their Closed Circuit (CCTV) cameras, (iii) the Lock Box program is a collaborative effort with Richmond Fire-Rescue, (iv) the Automated Licence Plate Recognition (ALPR) scanner has been integral to the RCMP with keeping prohibited drivers off the road, and (v) the RCMP are collaborating with staff and security in supportive housing to form a strategy to monitor and handle drug use and provide treatment.

4A. **CLOSED CIRCUIT TELEVISION (CCTV)**

(File Ref. No.)

Materials were distributed (attached to and forming part of these Minutes as Schedule 1).

In response to queries from Committee, staff noted that (i) the Privacy Commission provided feedback stating that the CCTV project must be handled solely by the City of Richmond and not in connection with the RCMP, (ii) the City is currently procuring storage capacity and will install the servers at the beginning of 2020, (iii) protocols will be developed on how the public and RCMP can apply to access footage, (iv) the City will hire one staff member to process and manipulate images as per privacy regulations, and (v) the goal is to launch the CCTV program by the end of 2020 and a public announcement will be issued concurrently.

Discussion took place regarding the recent missing person incident and how the use of CCTVs could aid a search and as a result, the following **referral motion** was introduced.

It was moved and seconded

*That staff provide information on the expected timeline of the Closed Circuit Television (CCTV) program launch and what resources are needed to expedite the project, and report back.*

**CARRIED**

**Community Safety Committee**  
**Tuesday, December 10, 2019**

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It was moved and seconded

*That the report titled "2019-2020 Richmond RCMP Detachment Annual Performance Plan Second Quarter Results (July 1 to September 30, 2019)", dated November 7, 2019 from the Officer in Charge, Richmond RCMP Detachment, be received for information.*

**CARRIED**

**5. RCMP MONTHLY ACTIVITY REPORT - OCTOBER 2019**

(File Ref. No. 09-5000-01) (REDMS No. 6332488 v.5)

In response to queries from Committee, Superintendent Ng noted that recent incidents have been found to be related to mental health issues. He further noted that the RCMP can monitor certain areas of the City and issue a public safety announcement to ensure motorized bicycles are not ridden on sidewalks.

It was moved and seconded

*That the report titled "RCMP Monthly Activity Report – October 2019", dated November 13, 2019, from the Officer in Charge, Richmond RCMP Detachment, be received for information.*

**CARRIED**

**6. RCMP/OIC BRIEFING**

(Verbal Report)

*Designated Speaker: Supt. William Ng*

Items for discussion:

**(i) Toy Drive Results**

Superintendent Ng noted that this year's event was a record for the Toy Drive, which raised \$9380 dollars, 60 large bags of toys and 5 medium boxes of toys.

**(ii) Richmond RCMP Youth Academy**

Superintendent Ng noted there were 34 graduates from the Richmond School District in the Youth Academy Program this year.

**7. MANAGER'S REPORT**

None.

**Community Safety Committee**  
**Tuesday, December 10, 2019**

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**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (4:42 p.m.).*

**CARRIED**

Certified a true and correct copy of the  
Minutes of the meeting of the Community  
Safety Committee of the Council of the  
City of Richmond held on Tuesday,  
December 10, 2019.

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Councillor Bill McNulty  
Chair

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Stephanie Walrond  
Legislative Services Coordinator

Mr. Au

We are a volunteer emergency rescue team in the community, and we would like to share with you our experience in searching the missing lady Ms. Zhou.

After informed about Ms. Zhou's missing, we started to set up a search and rescue team from 18:00 on November 21st. That night we searched until 2 am, more than fifty cars were on the roads in different areas of the city, including various parks, restaurants open 24 hours, bank ATM machines locations, but we did not find any traces of Ms. Zhou.

More volunteers joined us on the 22nd, and more and more thereafter. A total of more than 4,000 vehicle-times participated in the search. The number of participants exceeded 5,000 person-times. We searched the safety pass in apartments, parking lots and tool rooms in public facilities, posted door-to-door notices, visited social service facilities, docks, riversides, jungles, natural parks, schools, shopping malls, supermarkets, farms, etc. However, there is no good news yet up to now.

Each time when the police department informs us that there is an urgent search job, the volunteers will rush to the on-site checkpoint within 10 minutes. Until present, there are still volunteers patrolling the road. We have not given up on a life, but the process is too arduous, too difficult, and time-consuming. There was too little effective information in the search work. We could only guess, and plan where we should go and how to search.

Repeated labor consuming, ineffective labor without clues left the volunteers exhausted after 19 days of hard work. More importantly, Ms. Zhou's life was put in a more risky situation.

**However, there is one thing which should have been done earlier to avoid all these hassle, the CCTV installation on the main intersections in Richmond.**

**Life is the most important, and we can't afford to delay for a minute. For the safety of the our citizens, for any citizens who may need help, for a similar missing person at any time, we hope the municipal government will implement the camera installation as soon as possible.** This will intensify investigations, deal better with emergencies, and violent incidents. As a group of responsible citizens, we will do our best to offer our assistance to our city and our policy officers to make Richmond a safe place to live.

Caryn



## General Purposes Committee

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Date: Monday, December 16, 2019

Place: Anderson Room  
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair  
Councillor Chak Au  
Councillor Carol Day  
Councillor Kelly Greene  
Councillor Alexa Loo  
Councillor Bill McNulty  
Councillor Linda McPhail  
Councillor Harold Steves  
Councillor Michael Wolfe

Call to Order: The Chair called the meeting to order at 4:00 p.m.

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the General Purposes Committee held on December 2, 2019, be adopted as circulated.*

**CARRIED**

### ENGINEERING AND PUBLIC WORKS DIVISION

#### 1. **PARKING STALL FEES AT CITY-OWNED ELECTRIC VEHICLE CHARGING STATIONS**

(File Ref. No. 10-6460-03) (REDMS No. 6346506 v. 15)

In reply to queries from Committee, staff noted that (i) the proposed charging fees would discourage extended use of the stations, (ii) the fees are accrued in one minute increments, (iii) a \$75 fine is levied to non-electric vehicles that park on the stall, and (iv) the charging stations are not compatible with e-bikes.

**General Purposes Committee**  
**Monday, December 16, 2019**

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Discussion ensued with regard to cost recovery and it was suggested that staff consult with Plug-in Richmond with regard to the charging stations and provide information related to cost recovery options.

It was moved and seconded

- (1) *That, as described in the staff report titled, "Parking Stall Fees at City-Owned Electric Vehicle Charging Stations" dated November 20, 2019, from the Manager, Sustainability, a cost recovery approach for public electric vehicle charging be introduced;*
- (2) *That each of the following Bylaws be introduced and given first, second and third readings in order to implement parking stall fees, including new ticketing provisions:*
  - (a) *Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9926;*
  - (b) *Traffic Bylaw No. 5870, Amendment Bylaw No. 9924;*
  - (c) *Parking (Off-Street) Regulation Bylaw No. 7403, Amendment Bylaw No. 9923; and*
  - (d) *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9925;*
- (3) *That the Consolidated 5 Year Financial Plan (2020-2024) be amended accordingly;*
- (4) *That the creation of a PCC and regular full-time position be brought forward for consideration in the 2021 budget process following analysis of operational demand in 2020; and*
- (5) *That staff review the initiative in six months and report back.*

**CARRIED**

## **COMMUNITY SERVICES DIVISION**

### **2. REFERRAL RESPONSE: PROPOSED PLAN FOR MAJOR EVENTS AND PROGRAMS IN 2020**

(File Ref. No. 11-7400-01) (REDMS No. 6338676 v. 3)

Discussion ensued with regard to the following:

- restoring funding allocated to the Steveston Salmon Festival;
- distinguishing the City's contribution to the Steveston Salmon Festival and reviewing the partnership with the Steveston Community Society;
- escalating costs of the Steveston Salmon Festival to accommodate for higher attendance;



## General Purposes Committee

### Monday, December 16, 2019

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- relocating the Richmond World Festival to other venues including the Highway to Heaven along No. 5 Road;
- cancelling the 2020 Richmond World Festival and replacing the event with a multi-fest style event with an arts festival component in 2021;
- reviewing the budget allocated for the Richmond World Festival;
- evaluating the attendance at Farm Fest at Garden City Lands;
- reviewing options to incorporate Farm Fest with various farmer's market events;
- varying the Richmond Maritime Festival to a biennial schedule;
- reviewing the Richmond Maritime Festival's budget to account for costs related to ship recruitment; and
- reviewing the Richmond Maritime Festival's organizational structure.

In reply to queries from Committee, staff noted the following:

- staff can explore options to replace the Richmond World Festival, however redesigning the event for the 2020 event cycle may not be feasible;
- staff will return unused Program Contingency Funds to the City's Rate Stabilization Account;
- continuity of the Richmond World Festival is critical to maintaining event sponsors;
- staff have approached the Steveston Farmers and the Artisans market to develop an event that could replace Farm Fest and this group has not expressed interest in pursuing the opportunity; and
- the report reviewing the City's event strategy is forthcoming.

As a result of the discussion staff were directed to provide a memorandum on information related to the ship recruitment budget of the Richmond Maritime Festival and contact information of the primary organizers of all City events.

It was moved and seconded

- (1) *That, "Option 3- Reduced Event Program and Elimination of Richmond World Festival Mainstage," as outlined in the staff report titled "Referral Response: Proposed Plan for Major Events and Programs in 2020" dated November 5, 2019 from the Director, Arts, Culture and Heritage Services, be approved for the 2020 Major Events Program;*

**General Purposes Committee**  
**Monday, December 16, 2019**

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- (2) *That expenditures totaling \$1,332,000 for Major Events and Programs in 2020, with funding of \$1,040,000 from the Rate Stabilization Account and \$292,000 from projected sponsorships and earned revenue, be included in the 2020 budget process; and*
  - (3) *That the development of a new City Events Strategy as outlined in the staff report titled "Referral Response: Proposed Plan for Major Events and Programs in 2020" dated November 5, 2019, from the Director, Arts, Culture and Heritage Services, be approved.*
- 

The question on the motion was not called as discussion ensued with regard to (i) options to eliminate the Richmond Maritime Festival or combine the event with the Steveston Salmon Festival, (ii) reallocating event funds to restore heritage sites in Steveston, and (iii) options for a sustainable Farm Fest event.

As a result of the discussion, the following **amendment motion** was introduced:

It was moved and seconded

*That the proposed budget for the Steveston Salmon Festival be reinstated to status quo funding which includes an additional \$25,000 of City funding and \$13,000 of projected grants and sponsorship funding for a total event program budget of \$388,000.*

The question on the motion was not called as discussion ensued with regard to incorporating tall ships into the Steveston Salmon Festival.

In reply to queries from Committee, staff commented on the Richmond Maritime Festival's organizational structure, noting that the City co-produces the event with community partners and that staff can update Council on the event's planning process.

The question on the amendment motion was then called and it was **CARRIED** with Cllrs. Steves and Wolfe opposed.

Discussion then took place with regard to Richmond World Fest and considerations to cancel the event and replace it with a multi-fest style event.

As a result of the discussion, the following **amendment motion** was introduced:

It was moved and seconded

- (1) *That the 2020 Richmond World Festival be removed, with funding allocated for the event remaining in place; and*
- (2) *That staff consider replacing the Richmond World Festival with a multi-fest style event for 2020 and report back on options.*

The question was not called as it was suggested that staff examine themes and priority actions related to the City's Cultural Harmony Plan.

**General Purposes Committee**  
**Monday, December 16, 2019**

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Discussion ensued with regard to the Richmond World Festival's branding and maintaining the food truck component of the event.

As a result of the discussion, the following **referral motion** was introduced:

It was moved and seconded

(1) *That funding for the 2020 Richmond World Festival remain in place; and*

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(2) *That the Richmond World Festival be referred to staff for event options.*

The question on the referral motion was not called as staff noted that challenges to secure sponsorships may occur by further delaying the planning process. Staff added that the Richmond World Festival name is well established and it is recommended that its name remain unchanged to provide continuity.

The question on the referral motion was then called and it was **CARRIED** with Cllrs. Loo and Wolfe opposed.

Discussion then ensued with regard to the event budget for the Richmond Maritime Festival, and as a result, the following **amendment motion** was introduced:

It was moved and seconded

*That the proposed budget for the Richmond Maritime Festival be reinstated to the status quo with a City contribution of \$300,000 and \$90,000 of projected grants and sponsorship funding for a total event program budget of \$390,000.*

The question on the amendment motion was not called as discussion ensued with regard to (i) the ship recruitment process, (ii) incorporating inflationary costs into the event budget, and (iii) adjusting the event's budget based on ship recruitment.

In reply to queries from Committee, staff noted that staff have been in contact with previous participating ships and can initiate the process to secure the ships, however the availability of ships vary and securing certain ships may not be feasible.

As a result of the discussion, the following **referral motion** was introduced:

It was moved and seconded

(1) *That the Richmond Maritime Festival, including the following amendment:*

*That the proposed budget for the Richmond Maritime Festival be reinstated to the status quo with City funding of \$300,000 and \$90,000 of projected grants and sponsorship funding for a total event program budget of \$390,000;*

**General Purposes Committee**  
**Monday, December 16, 2019**

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*be referred back to staff for event options including information on the ship recruitment strategy; and*

*(2) That the revised funding for the 2020 Richmond Maritime Festival remain in place.*

The question on the referral motion was not called as discussion ensued with regard to the timeline of the event planning.

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The question was then called and it was **DEFEATED** with Mayor Brodie and Cllrs. Au, Day, Greene, Loo, McPhail and Wolfe opposed.

The question on the amendment motion was then called and it was **DEFEATED** with Cllrs. Day, Greene, McNulty, Steves and Wolfe opposed.

Discussion then ensued with regard to event options for Farm Fest including integration of the event with Kwantlen Polytechnic University's (KPU) farming operations through Doors Open, and as a result the following **amendment motion** was introduced:

It was moved and seconded

*That the 2020 Farm Fest at the Garden City Lands and its event funding be cancelled.*

Discussion ensued with regard to (i) organizing a farm-related event, (ii) the historical budgets of previous Farm Fests and participation by local farmers, and (iii) collaborating with KPU and farmers on Farm Fest programming and scheduling.

The question on the motion was then called and it was **DEFEATED** with Mayor Brodie and Cllrs. Au, Day, Loo, McNulty, McPhail, Steves and Wolfe opposed.

Discussion then took place on community consultation for Farm Fest, and as a result, the following **motion** was introduced:

It was moved and seconded

*That staff be directed to consult with the Richmond Food Security and Agricultural Advisory Committee on Richmond Farm Fest at the Garden City Lands for event options.*

**CARRIED**

In reply to queries from Committee, staff noted that information on the co-production of the Steveston Salmon Festival can be provided to Council.

The question on the main motion, as amended, was then called and it was **CARRIED**.

Discussion ensued with regard to recruitment of the Japanese ship *Kaiwo Maru* for future City events, and as a result, the following **motion** was introduced:

**General Purposes Committee**  
**Monday, December 16, 2019**

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It was moved and seconded

*That the City make plans to pursue having the Japanese ship Kaiwo Maru as part of the ship recruitment plan for future events.*

**CARRIED**

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Discussion then took place on event options for the Richmond Maritime Festival, and as a result, the following **motion** was introduced:

It was moved and seconded

*That staff:*

- (1) review the possibility of having more ship recruitment events;*
- (2) provide information on details of ship recruitment;*
- (3) examine the dates for the Richmond Maritime Festival; and*
- (4) review the involvement of the BC Packers gill net loft.*

**CARRIED**

## LEGAL AND LEGISLATIVE SERVICES DEPARTMENT

### 3. **COUNCIL AND COMMITTEE 2020 MEETING SCHEDULE AND AGENDA DISTRIBUTION OPTIONS**

(File Ref. No. 01-0105-00) (REDMS No. 6360444)

Discussion ensued with regard to the option to reduce Planning Committee to one meeting per month and the potential effect of longer meetings.

In reply to queries from Committee, staff noted that urgent items can be brought forward at a Special Planning Committee meeting or be added to another Committee's agenda.

It was moved and seconded

- (1) That the 2020 Council and Committee meeting schedule Option 2 (One Monthly Planning Committee), as shown in Attachment 1 to the staff report dated November 8, 2019, from the Director, City Clerk's Office, be approved with the following revisions as part of the regular August meeting break and December holiday season:*
  - (a) That the Regular Council meetings (open and closed) of August 10, August 24, and December 28, 2020 be cancelled;*
  - (b) That the August 17, 2020 Public Hearing be rescheduled to September 8, 2020 at 7:00 p.m. in the Council Chambers at Richmond City Hall; and*

**General Purposes Committee**  
**Monday, December 16, 2019**

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- (c) *That the December 21, 2020 Public Hearing be rescheduled to December 14, 2020 at 7:00 p.m. in the Council Chambers at Richmond City Hall;*
- (2) *That the Agenda Distribution Option 2 (seven (7) Business Days in Advance for Committees and Wednesday Single Council Distribution) be approved as the preferred agenda distribution option as described in the staff report titled "Council and Committee 2020 Meeting Schedule and Agenda Distribution Options" dated November 8, 2019, from the Director, City Clerk's Office; and*
- (3) *That the Council and Committee Meeting Schedule and Agenda Distribution be reviewed in six months.*

**CARRIED**

**ADJOURNMENT**

It was moved and seconded  
*That the meeting adjourn (6:01 p.m.).*

**CARRIED**

Certified a true and correct copy of the  
Minutes of the meeting of the General  
Purposes Committee of the Council of the  
City of Richmond held on Monday,  
December 16, 2019.

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Mayor Malcolm D. Brodie  
Chair

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Evangel Biason  
Legislative Services Coordinator



## General Purposes Committee

Date: Tuesday, January 7, 2020

Place: Anderson Room  
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair  
Councillor Chak Au  
Councillor Carol Day  
Councillor Kelly Greene  
Councillor Alexa Loo  
Councillor Bill McNulty  
Councillor Harold Steves  
Councillor Michael Wolfe

Absent: Councillor Linda McPhail

Call to Order: The Chair called the meeting to order at 4:00 p.m.

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the General Purposes Committee held on December 16, 2019, be adopted as circulated.*

**CARRIED**

### COUNCILLOR KELLY GREENE

#### 1. **BIKE LANE INFRASTRUCTURE**

(File Ref. No.)

In reply to queries from Committee, staff noted that on arterial roads the Official Community Plan (OCP) requires examination of separated bike lanes and that protected bikes lanes are not a universal solution as it depends on the context and cost.

Discussion took place on options for protected bike lanes such as colour of bike lanes, markings, and synchronized lights.

## General Purposes Committee

Tuesday, January 7, 2020

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As a result of the discussion, the following **referral motion** was introduced:

It was moved and seconded

***That staff provide an analysis and implementation for protected bike lanes, and report back.***

The question on the referral motion was not called as in response to queries from Committee, staff noted that (i) connecting bike lanes is the goal, (ii) cycling routes were implemented based on recommendations from the cycling community and as the network continues to grow they will all connect together, (iii) priority is to connect to different city centres and transit, (iv) cycling maps are provided to the community to highlight the different cycling routes through the City, (v) various bike lane treatments have been implemented and monitored throughout the City, (vi) traffic lights for bicycles were examined; however, an application has not been developed for it in Richmond, (vii) a number of stakeholder groups are consulted regarding installation of bike lanes, and (viii) the City is waiting on guidance from the Ministry of Transportation and Infrastructure regarding regulations on electric bicycles.

Discussion took place on ensuring that all bike lanes need to be protected and a comprehensive analysis and implementation on protected bike lanes, as a result the following **referral motion** was introduced:

It was moved and seconded

- (1) ***That staff review and analyze that all new bike lane infrastructure is protected and that when bike infrastructure is renewed, lane protection is included, and report back;***
- (2) ***That staff explore implementation of alternative lane configurations, including Dutch intersections, bike lane pairing, and Vision Zero principles, including the following:***
  - (a) *new technologies that could be implemented;*
  - (b) *colour of lanes and markings;*
  - (c) *synchronization options;*
  - (d) *connecting lanes;*
  - (e) *various types of lane protection; and*
  - (f) *challenges of parking in bike lanes;****and report back; and***
- (3) ***That consultation on bike lanes include various stakeholders including Advisory Committee on the Environment and HUB Cycling.***

The question on the motion was not called, as there was agreement to deal with Parts (1) and (2) (3) separately.



## General Purposes Committee

### Tuesday, January 7, 2020

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The question on Part (1) was then called and it was **CARRIED** with Cllr. Greene opposed.

The question on Parts (2) and (3) was then called and it was **CARRIED**.

#### 2. **SCHOOL USE AS A RESTRICTED USE IN THE NO. 5 ROAD BACKLANDS PLAN**

(File Ref. No.)

Discussion took place on restricting school use on the No. 5 Road Backlands and only allowing church use.

As a result of the discussion, the following **referral motion** was introduced:

It was moved and seconded

*That staff examine removing school use as a permitted use in the No. 5 Road backlands plan and when reporting back include consideration of the December 3, 2019 Planning Committee related referral.*

The question on the referral motion was not called as in reply to queries from Committee, staff noted that (i) only religious institutions will be permitted on the No. 5 Road Backlands, (ii) all daycare and kindergarten to grade 12 education uses will be removed, (iii) the report being brought forward for Council's consideration will include options, and (iv) the Richmond School Board is permitted to buy land and would be subject to the same rezoning process.

The question on the referral motion was then called and it was **CARRIED**.

## COMMUNITY SAFETY DIVISION

#### 3. **NON-FARM USE FILL APPLICATION FOR THE PROPERTY LOCATED AT 21700 RIVER ROAD (GOSAL)**

(File Ref. No. 12-8080-12-01) (REDMS No. 6213188 v. 12)

In reply to queries from Committee, staff advised that (i) extensive procedures have been developed and will be the standard, (ii) previous activity on the property was undertaken in 2011, (iii) soil capability was improved to class 2, (iv) an inspection for invasive species is required as part of the City requirements for every source site, (v) operations will involve an organic spray, (vi) ditches need to be reinstated, (vii) the checklist will be included in future reports, and (viii) a monitor will be present at the site to ensure every load is inspected.

Harinder and Inderjit Gosal, applicants, 21700 River Road, provided the following information:

3.

## General Purposes Committee

### Tuesday, January 7, 2020

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- they come from a family of farmers;
- the crop that was on the property at the time of purchase was not viable;
- issues raised around drainage and ditches were addressed;
- due to misunderstandings the works undertaken were stopped;
- the application for a fill permit was submitted in 2013; and
- professionals were brought in to assess the land and provide a comprehensive report.

In reply to queries from Committee, the applicants noted that (i) blueberries were previously grown on the property; however, they could not successfully maintain them, (ii) the organic spray is for fungus, (iii) the neighbouring properties are higher which brings the water down into the property, (iv) the soil currently on the property will be used, (v) blueberries was suggested by the agrologist, and (vi) east and west side ditches need to be reinstated.

In reply to further queries from Committee, staff noted that (i) soil excavated from around the City is transported to landfill sites as it is difficult to sort through, (ii) it is optimal to retain excavated soil on the site, and (iii) soil for agricultural land has strict Provincial requirements; therefore, making it difficult to limit the soil source from Richmond.

It was moved and seconded

***That the Non-Farm Use Fill Application submitted by Inderjit Gosal for the property located at 21700 River Road proposing to deposit soil, with a preference from Richmond and/or Delta low lands soil if possible for the purpose of improving the land for crop production be endorsed and referred to the Agricultural Land Commission (ALC) for their review and approval.***

The question on the motion was not called as discussion took place on the ditches on the property and the soil source.

As a result of the discussion, the following **referral motion** was introduced:

It was moved and seconded

***That the Non-Farm Use Fill Application submitted by Inderjit Gosal for the property located at 21700 River Road be referred back to staff to:***

- (1) examine the soil source, specifically from Richmond and Delta low lands, and drainage issues; and***
- (2) obtain comments from the Advisory Committee on the Environment.***

The question on the referral motion was not called as further discussion ensued regarding the soil source and it was noted that while it is possible to use soils from Richmond, it would impact the length of the project in order to wait for the soil.

**General Purposes Committee**  
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The question on the referral motion was then called and it was **CARRIED** with Cllr. Loo opposed.

Staff was directed to report back to the January 20, 2020, General Purposes Committee.

**ENGINEERING AND PUBLIC WORKS DIVISION**

**4. METRO VANCOUVER'S PROPOSED AIR EMISSION REGULATION FOR CANNABIS PRODUCTION AND PROCESSING OPERATIONS**

(File Ref. No. 10-6175-02-01) (REDMS No. 6249713 v. 3)

Discussion took place on light pollution from cannabis production and processing operations and it was suggested that comments regarding light pollution be included in the staff report.

It was requested that staff inquire about Metro Vancouver's regulations and best practices with regard to light pollution.

In reply to a query from Committee, staff advised that should a business not comply with regulations, the Board of Directors can suspend the permit; however, should they continue to operate they would incur further punitive damages.

It was moved and seconded

*That the comments regarding Metro Vancouver's regulation to manage emissions from cannabis production and processing operations outlined in the report titled "Metro Vancouver's Proposed Air Emission Regulation for Cannabis Production and Processing Operations", dated November 26, 2019 from the Director, Sustainability and District Energy, be endorsed and forwarded to Metro Vancouver.*

**CARRIED**

It was moved and seconded

*That staff review the question of light pollution on cannabis operations, and report back.*

**CARRIED**

5.

**General Purposes Committee**  
**Tuesday, January 7, 2020**

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**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (5:39 p.m.).*

**CARRIED**

Certified a true and correct copy of the  
Minutes of the meeting of the General  
Purposes Committee of the Council of the  
City of Richmond held on Tuesday,  
January 7, 2020.

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Mayor Malcolm D. Brodie  
Chair

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Sarah Goddard  
Legislative Services Coordinator



## Planning Committee

Date: Tuesday, December 17, 2019

Place: Anderson Room  
Richmond City Hall

Present: Councillor Linda McPhail, Chair  
Councillor Alexa Loo  
Councillor Carol Day  
Councillor Bill McNulty  
Councillor Harold Steves

Also Present: Councillor Chak Au  
Councillor Michael Wolfe

Call to Order: The Chair called the meeting to order at 4:00 p.m.

The Chair advised that the order of the agenda would be varied to consider Item No. 3 last.

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the Planning Committee held on December 3, 2019, be adopted as circulated.*

**CARRIED**

### NEXT COMMITTEE MEETING DATE

January 8, 2019, (tentative date) at 4:00 p.m. in the Anderson Room

**PLANNING AND DEVELOPMENT DIVISION**

**1. 2019 SUMMARY REPORT – COMMUNITY INFORMATION SESSIONS ON DEVELOPMENT, AFFORDABLE HOUSING, TRANSPORTATION AND SUSTAINABILITY IN THE CITY**

(File Ref. No. 08-4040-01) (REDMS No. 6343684)

Staff noted that (i) the Community Information Sessions provided information and consulted with the public on development applications and new policies and regulations, (ii) the sessions featured a drop-in Open House format, (iii) the sessions attracted 63 attendees across four events in different locations in the City, (iv) attendees were most interested in transportation and housing matters, (v) future events will be combined with other City efforts resulting in more community members with which to engage, (vi) the plan for future Community Information Sessions is two sessions per year, and (vii) Council will be kept informed of events in 2020.

It was moved and seconded

*That staff be directed to proceed with the Community Information Session Program for 2020 as described in the Staff Report titled “2019 Summary Report - Community Information Sessions on Development, Affordable Housing, Transportation and Sustainability in the City” from the Director, Development.*

**CARRIED**

**2. AGRICULTURAL LAND RESERVE EXCLUSION APPLICATION BY JNA HOLDINGS INC. AT 14540 BURROWS ROAD; AGRICULTURAL LAND RESERVE EXCLUSION APPLICATION BY KARL, LYDIA & ULRICH WACKER AT 14680 BURROWS ROAD; AND AGRICULTURAL LAND RESERVE EXCLUSION APPLICATION BY SHOREWOOD DEVELOPMENTS LTD. AT 14920 BURROWS ROAD**

(File Ref. No. AG 19-855723; AG 19-855800; AG 19-855911) (REDMS No. 6350060 v. 2)

Staff reviewed the application and noted that this application is to exclude the three subject properties from the Agricultural Land Reserve (ALR), and the proposal is inconsistent with the land use designation, the Official Community Plan (OCP), and the Metro Vancouver Regional Growth Strategy.

Colin Fry, Agent representing the Applicants, noted that (i) the Agricultural Land Commission’s responsibility is to determine whether the land is agriculturally capable and suitable for farming, (ii) all land in the ALR is not necessarily agriculturally viable, and (iii) the applicant has provided a fulsome application with expert reports prepared.

**Planning Committee**  
**Tuesday, December 17, 2019**

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It was moved and seconded

- (1) *That authorization for JNA Holdings Inc. to forward an Exclusion Application to the Agricultural Land Commission for exclusion of 14540 Burrows Road from the Agricultural Land Reserve be denied.*
- (2) *That authorization for Karl, Lydia & Ulrich Wacker to forward an Exclusion Application to the Agricultural Land Commission for exclusion of 14680 Burrows Road from the Agricultural Land Reserve be denied.*
- (3) *That authorization for Shorewood Developments Ltd. to forward an Exclusion Application to the Agricultural Land Commission for exclusion of 14920 Burrows Road from the Agricultural Land Reserve be denied.*

**CARRIED**

4. **APPLICATION BY BENN PANESAR FOR REZONING AT 10931 SEAWARD GATE FROM THE "SINGLE DETACHED (RS1/E)" ZONE TO THE "COMPACT SINGLE DETACHED (RC2)" ZONE**  
(File Ref. No. RZ 19-858458) (REDMS No. 6347906)

Staff reviewed the application and highlighted that (i) the applicant has proposed a secondary suite in each of the single-family dwellings, (ii) vehicle access will be from the existing rear lane, and (iii) one tree is to be retained and protected.

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10120, for the rezoning of 10931 Seaward Gate from "Single Detached (RS1/E)" to "Compact Single Detached (RC2)" to facilitate the creation of two new single-family lots with vehicle access from the existing rear lane, be introduced and given first reading.*

**CARRIED**

**Planning Committee**  
**Tuesday, December 17, 2019**

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**3. APPLICATION BY IBI GROUP ARCHITECTS TO AMEND SCHEDULE 2.10 OF OFFICIAL COMMUNITY PLAN BYLAW 7100 (CITY CENTRE AREA PLAN), AMEND THE RESIDENTIAL/LIMITED COMMERCIAL (RCL3) ZONE, AND REZONE 5740, 5760, AND 5800 MINORU BOULEVARD FROM INDUSTRIAL RETAIL (IR1) TO RESIDENTIAL/LIMITED COMMERCIAL (RCL3)**

(File Ref. No. RZ 18-807640) (REDMS No. 6195106 v.5)

Staff reviewed the application and highlighted that the proposed development will consist of (i) 333 market units, (ii) a stand-alone affordable housing building with 47 low-end-of-market units, (iii) affordable replacement non-profit space, (iv) a 7 metre (23 foot) wide strip along the Lansdowne Road frontage as a linear park, off-site works including the conversion of an existing lane to a local street, and (v) a provision of a low carbon energy plant to facilitate connection to a City district energy utility.

In reply to queries from Committee, staff noted that (i) city policy encourages affordable housing units to be dispersed throughout the building; however, in the event they are consolidated in one area it is required that a non-profit housing operator be involved in the management, (ii) an operator for the affordable housing units has not been identified, (iii) legal agreements ensure there will be a non-profit housing operator involved, (iv) space replacement for non-profit organizations will be like-for-like, (v) existing non-profit organisations will have the first right of refusal, (vi) net rental will be capped at 50% of net market rent, (vii) the development proposal includes more than triple the amount of current commercial space, (viii) the Richmond School District is consulted if there is an amendment to the OCP for additional residential units, (ix) summary sheets of current applications are provided to the Richmond School District on a quarterly basis, and (x) the applicant is providing the 10% requirement of affordable housing units.

Tony Wai, IBI Group Architects, Martin Bruckner, Director, IBI Group Architects, and Lu Tang, Senior Development Manager, Thind Properties Ltd., provided the following information:

- various locations for the affordable housing units were discussed and it was determined that a stand-alone building was the best option;
- non-profit social services space being provided is larger than requested by the organisation;
- the property management company has been in contact with all the commercial tenants;
- the 10% requirement for affordable housing was met;
- amenity space will include a gym, party room, kitchen and board room;



**Planning Committee**  
**Tuesday, December 17, 2019**

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- the amenity space for the affordable housing building includes the same amenities as the market units with the details determined in conjunction with the non-profit housing operator; and
- the developer is working with BC Housing and various other organizations to find a housing operator.

Janice Barr, Executive Director, Richmond Society for Community Living, advised that (i) non-profit organizations are struggling to find space in the City Centre, (ii) replacement space in the proposed development will be replaced square footage for square footage but will not include other necessary modifications for accessibility, (iii) two of the current programs have already been relocated to a space in Ironwood Plaza, (iv) cost for relocation and renovations to outfit the space for program needs was in excess of \$200,000 with an additional developer contribution of \$200,000, (v) non-profit organizations are finding it difficult to afford commercial space in the City Centre, and (vi) it is difficult for program participants to travel to locations outside of the City Centre due to transit restrictions and mobility restrictions.

In reply to queries from Committee, Ms. Barr noted that (i) ensuring people are integrated into the community is more beneficial than separating them, (ii) government funding does not increase and does not cover capital costs, and (iii) funding for renovations is achieved through fundraising efforts.

Robert Grosz made allegations of fraud in relation to the acquisition of the subject property.

Ahlay Chin, Founder and Executive Director, Community Wellness Association of Canada, expressed concern with obtaining a replacement space that is suitable for the program.

Michael Lok, Martial Arts Instructor, Lok's Hapkido School, expressed concern with relocating outside of the City Centre, noting that it would significantly affect the school and families as accessibility would be difficult.

Aneez Devji, a partner of the law firm Richards Buell Sutton and counsel to the current owner of the property, responded to some of the allegations made by Robert Grosz.

In response to a further query from Committee, staff advised that the tenant relocation requirements are secured through the rezoning considerations and must be complete prior to final adoption.

Discussion took place on (i) increasing the affordable housing requirements, (ii) integration of affordable housing units throughout the proposed development, and (iii) finding appropriate space for displacement of businesses during redevelopment.

**Planning Committee**  
**Tuesday, December 17, 2019**

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As a result of the discussion, the following **referral motion** was introduced:

It was moved and seconded

*That the Application by IBI Group Architects to Amend Schedule 2.10 of Official Community Plan Bylaw 7100 (City Centre Area Plan), Amend the Residential/Limited Commercial (RCL3) Zone, and Rezone 5740, 5760, and 5800 Minoru Boulevard from Industrial Retail (IR1) To Residential/Limited Commercial (RCL3) be referred back to staff to:*

- (a) speak with the developer about integration of affordable housing units within the development;*
- (b) determine the non-profit housing operator; and*
- (c) investigate the treatment of the tenants.*

**CARRIED**

Opposed: Cllr. Loo

It was moved and seconded

*That staff explore options to increase the affordable housing requirement to above 10%.*

**CARRIED**

Opposed: Cllrs. Loo  
McPhail

**5. MANAGER'S REPORT**

***BC Building Code update***

Staff provided an update on the BC Building Code and noted that a report will come forward for Council consideration in the New Year.

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (5:47 p.m.).*

**CARRIED**

**Planning Committee**  
**Tuesday, December 17, 2019**

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Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Tuesday, December 17, 2019.

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Councillor Linda McPhail  
Chair

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Sarah Goddard  
Legislative Services Coordinator



## Planning Committee

Date: Wednesday, January 8, 2020

Place: Anderson Room  
Richmond City Hall

Present: Councillor Alexa Loo, Vice-Chair  
Councillor Carol Day  
Councillor Bill McNulty  
Councillor Harold Steves

Absent: Councillor Linda McPhail, Chair

Also Present: Councillor Michael Wolfe

Call to Order: The Chair called the meeting to order at 4:00 p.m.

## MINUTES

It was moved and seconded

*That the minutes of the meeting of the Planning Committee held on December 17, 2019, be adopted as circulated.*

**CARRIED**

## NEXT COMMITTEE MEETING DATE

February 4, 2020, (tentative date) at 4:00 p.m. in the Anderson Room

## PLANNING AND DEVELOPMENT DIVISION

**Planning Committee**  
**Wednesday, January 8, 2020**

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**1. HOUSING AGREEMENT BYLAW NO. 10057 TO PERMIT THE CITY OF RICHMOND TO SECURE AFFORDABLE HOUSING UNITS AT 5591, 5631, 5651 AND 5671 NO. 3 ROAD AND REVISED REZONING CONSIDERATIONS**

(File Ref. No. 08-4057-05) (REDMS No. 6332267 v. 2)

In response to a query from Committee, staff noted that rezoning applications received prior to the adoption of the Affordable Housing Strategy Update on July 24, 2017, follow the 5% requirement for affordable housing units.

It was moved and seconded

- (1) That Housing Agreement (5591, 5631, 5651 and 5671 No. 3 Road) Bylaw No. 10057 be introduced and given first, second and third readings to permit the City to enter into a Housing Agreement substantially in the form attached hereto, in accordance with the requirements of section 483 of the Local Government Act, to secure the Affordable Housing Units required by Rezoning Application RZ 17-779262; and*
- (2) That the rezoning considerations associated with Richmond Zoning Bylaw 8500, Amendment Bylaw 9860, for the creation of a "High Density Mixed Use (ZMU38) - Lansdowne Village (City Centre)" zone, and for the rezoning of 5591, 5631 5651 and 5671 No. 3 Road from "Office Commercial (ZC8)", "Office Commercial (ZC9)" and "Auto-Oriented Commercial (CA)" to "High Density Mixed Use (ZMU38) - Lansdowne Village (City Centre)", be revised so that the minimum unit size of 3-bedroom Low End Market Rental units be adjusted from 91m<sup>2</sup> (980 ft.<sup>2</sup>) to a minimum size consistent with market units of the same type, approximately 86 m<sup>2</sup> (924/925 ft.<sup>2</sup>).*

**CARRIED**

**2. HOUSING AGREEMENT BYLAW NO. 10090 TO PERMIT THE CITY OF RICHMOND TO SECURE AFFORDABLE HOUSING UNITS AT 7811 ALDERBRIDGE WAY**

(File Ref. No. 08-4057-05) (REDMS No. 6338241 v. 2)

It was moved and seconded

*That Housing Agreement (7811 Alderbridge Way) Bylaw No. 10090 be introduced and given first, second and third readings to permit the City to enter into a Housing Agreement substantially in the form attached hereto, in accordance with the requirements of section 483 of the Local Government Act, to secure the Affordable Housing Units required by Rezoning Application RZ 17-765420.*

**CARRIED**

**Planning Committee**  
**Wednesday, January 8, 2020**

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3. **MANAGER'S REPORT**

None.

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (4:03 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Wednesday, January 8, 2020.

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Councillor Alexa Loo  
Vice-Chair

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Stephanie Walrond  
Legislative Services Coordinator



## Public Works and Transportation Committee

Date: Wednesday, December 18, 2019

Place: Anderson Room  
Richmond City Hall

Present: Councillor Chak Au, Chair  
Councillor Kelly Greene  
Councillor Alexa Loo  
Councillor Linda McPhail  
Councillor Michael Wolfe  
Mayor Malcolm Brodie

Also Present: Councillor Carol Day  
Councillor Bill McNulty  
Councillor Harold Steves

Call to Order: The Chair called the meeting to order at 4:01 p.m.

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the Public Works and Transportation Committee held on November 20, 2019, be adopted as circulated.*

**CARRIED**

### NEXT COMMITTEE MEETING DATE

January 22, 2020, (tentative date) at 4:00 p.m. in the Anderson Room

**Public Works & Transportation Committee**  
**Wednesday, December 18, 2019**

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**PLANNING AND DEVELOPMENT DIVISION**

**1. RECOMMENDATION TO AWARD CONTRACT 6537Q - SUPPLY AND DELIVERY OF AUDIBLE ACCESSIBLE PEDESTRIAN SIGNALS**

(File Ref. No. 02-0775-50-6537) (REDMS No. 6339669 v.3)

It was moved and seconded

- (1) That Contract 6537Q - Supply and Delivery of Audible Accessible Pedestrian Signals be awarded to Astrographics Industries Ltd as described in the report titled "Recommendation to Award Contract 6537Q - Supply and Delivery of Audible Accessible Pedestrian Signals" dated November 7, 2019 from the Director, Transportation; and*
- (2) That the Chief Administrative Officer and General Manager, Planning and Development, be authorized to execute the contract between the City and Astrographics Industries Ltd.*

**CARRIED**

**ENGINEERING AND PUBLIC WORKS DIVISION**

**2. SANITARY SEWER REPLACEMENT – 6000 BLOCK BUSWELL STREET**

(File Ref. No. 10-6050-01) (REDMS No. 6351457 v.9)

It was moved and seconded

*That funding of \$1,500,000 from the Sewer Utility Reserve be approved to complete the sanitary sewer replacement in the 6000 Block of Buswell Street and be included in the Consolidated 5 Year Financial Plan (2020-2024).*

**CARRIED**

**3. AWARD OF CONTRACT 6153P - SUPPLY AND DELIVERY OF VEHICLE AND EQUIPMENT TIRES AND CERTIFIED TIRE SERVICES**

(File Ref. No. 02-0780-01) (REDMS No. 6198972 v.2)



**Public Works & Transportation Committee**  
**Wednesday, December 18, 2019**

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It was moved and seconded

*That Contract 6153P, Supply and Delivery of Vehicle and Equipment Tires and Certified Tire Services, be awarded at the rates quoted for up to a maximum four year term, as per the key terms outlined in the staff report titled "Award of Contract 6153P – Supply and Delivery of Vehicle and Equipment Tires and Certified Tire Services" dated December 3, 2019 and as follows:*

- (1) Kal Tire for the supply of tires and tire services for Richmond Fire Rescue up to a maximum of \$115,000; and*
- (2) Fountain Tire for the supply of tires and tire services for Fleet Operations up to a maximum of \$960,000.*

**CARRIED**

**4. MANAGER'S REPORT**

***Vehicle Idling***

In reply to queries from Committee, staff noted that regulations on vehicle can be examined in the future.

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (4:03 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the Public Works and Transportation Committee of the Council of the City of Richmond held on Wednesday, December 18, 2019.

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Councillor Chak Au  
Chair

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Evangel Biason  
Legislative Services Coordinator



## Parks, Recreation and Cultural Services Committee

Date: Wednesday, December 18, 2019

Place: Anderson Room  
Richmond City Hall

Present: Councillor Harold Steves, Chair  
Councillor Michael Wolfe  
Councillor Chak Au  
Councillor Bill McNulty  
Councillor Linda McPhail  
Mayor Malcolm Brodie

Also Present: Councillor Carol Day  
Councillor Kelly Greene  
Councillor Alexa Loo

Call to Order: The Chair called the meeting to order at 4:04 p.m.

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the Parks, Recreation and Cultural Services Committee held on November 26, 2019, be adopted as circulated.*

**CARRIED**

### NEXT COMMITTEE MEETING DATE

January 28, 2020, (tentative date) at 4:00 p.m. in the Anderson Room

**Parks, Recreation & Cultural Services Committee**  
**Wednesday, December 18, 2019**

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**DELEGATIONS**

1. (1) With the aid of a PowerPoint presentation and a video (copy on-file City Clerk's Office) Jennifer Louie presented on the Magical Bridges Park fully inclusive playground design that reduces barriers for children of all abilities including those with autism or visual and hearing impairments. She spoke on the costs and other communities in the United States that have developed such playgrounds. Also, she encouraged the City to consider inclusive designs when developing new playgrounds.

In reply to queries from Committee, staff noted that newly developed playgrounds incorporated accessible elements into the design and that the City will continue to explore opportunities to develop additional inclusive playgrounds.

Discussion ensued with regard to (i) estimated costs of developing accessible playgrounds, (ii) assessing the footprint of accessible playgrounds, and (iii) consulting with autism advocacy groups in playground design.

As a result of the discussion, the following **referral motion** was introduced:

It was moved and seconded

*That the presentation on the Magical Bridges playground design be referred to staff.*

**CARRIED**

In accordance with Section 100 of the *Community Charter*, Cllr. McPhail declared to be in a conflict of interest as her husband has an interest in the schooner *Providence*, and Cllr. McPhail left the meeting – 4:23p.m.

- (2) Andy Hobbs, Loren Slye and Simon Fawkes spoke on a partnership proposal for the City to use the ship *Providence* in City events. Mr. Hobbs spoke on the potential arrangement structure, expressing that utilizing the *Providence* is a cost-effective way of securing a ship for use in event programming. He added the proposal would have an estimated cost to the City of \$50,000 over three years.

Discussion ensued with regard to (i) the ownership and business structure of the *Providence*, (ii) the potential lease terms, and (iii) using the *Providence* in educational programming.

As a result of the discussion, the following **referral motion** was introduced:

**Parks, Recreation & Cultural Services Committee**  
**Wednesday, December 18, 2019**

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It was moved and seconded

*That the proposed partnership proposal from the Providence be referred to staff and that staff consider the proposal together with the current review of the Richmond Maritime Festival's budget and a proposed Tall Ship Gun Battle.*

**CARRIED**

Cllr. McPhail returned to the meeting – 4:46 p.m.

## COMMUNITY SERVICES DIVISION

2. **2020 ENGAGING ARTISTS IN COMMUNITY PROGRAM PUBLIC ART PROJECTS**

(File Ref. No. 11-7000-09-20-089) (REDMS No. 6327956 v.5)

Staff corrected that the proposed budget for the Terra Noval Rural Park project is \$10,000.

It was moved and seconded

*That the three artist proposals for the community public art projects in partnership with West Richmond Community Centre Association, Thompson Community Centre Association and Parks Programs as presented in the staff report titled "2020 Engaging Artists in Community Program Public Art Projects," dated December 3, 2019, from the Director, Arts, Culture and Heritage Services, be endorsed.*

**CARRIED**

3. **OUTDOOR SPORTS FIELDS AND AMENITIES ALLOCATION POLICY**

(File Ref. No. 11-7000-10-01) (REDMS No. 6327850 v.26)

Discussion took place with regard to the development of the Outdoor Sports Fields And Amenities Allocation Policy and consultation with the Richmond Sports Council.

In reply to queries from Committee, staff noted that the use schedules are contained within the administration procedure and that stakeholders including the Richmond Sports Council were consulted on the matter.

As a result of the discussion, the following **referral motion** was introduced:

It was moved and seconded

*That the Outdoor Sports Fields And Amenities Allocation Policy be referred back to staff and the Richmond Sports Council for further consultation.*

**CARRIED**

**Parks, Recreation & Cultural Services Committee**  
**Wednesday, December 18, 2019**

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**PLANNING AND DEVELOPMENT DIVISION**

**4. REVISED RECREATION FEE SUBSIDY PROGRAM – YEAR ONE PARTICIPATION PROGRESS REPORT**

(File Ref. No. 07-3190-01) (REDMS No. 6261704 v.6)

Discussion ensued with regard to pricing policies for seniors 85 years old and older. In reply to queries from Committee, staff noted that there is an outstanding referral on the matter and that a staff report is forthcoming in 2020.

It was moved and seconded

*That the staff report titled “Revised Recreation Fee Subsidy Program – Year One Participation Progress Report,” dated November 22, 2019 from the Director, Community Social Development, be received for information.*

**CARRIED**

**5. MANAGER’S REPORT**

**(i) Christmas Lights on Moncton Street**

In reply to queries from Committee, staff noted that staff will review the installation of Christmas lights on Moncton Street.

**(ii) CN Rail Bridge**

In reply to queries from Committee, staff noted that the City is in consultation with CN Rail with regard to future use of the CN Rail bridge in the Bridgeport area.

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (4:54 p.m.).*

**CARRIED**

**Parks, Recreation & Cultural Services Committee**  
**Wednesday, December 18, 2019**

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Certified a true and correct copy of the Minutes of the meeting of the Parks, Recreation and Cultural Services Committee of the Council of the City of Richmond held on Wednesday, December 18, 2019.

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Councillor Harold Steves  
Chair

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Evangel Biason  
Legislative Services Coordinator



## Finance Committee

Date: Tuesday, January 7, 2020

Place: Anderson Room  
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair  
Councillor Chak Au  
Councillor Carol Day  
Councillor Kelly Greene  
Councillor Alexa Loo  
Councillor Bill McNulty  
Councillor Harold Steves  
Councillor Michael Wolfe

Absent: Councillor Linda McPhail

Call to Order: The Chair called the meeting to order at 5:40 p.m.

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the Finance Committee held on December 2, 2019, be adopted as circulated.*

**CARRIED**

### FINANCE AND CORPORATE SERVICES DIVISION

1. **FINANCIAL INFORMATION – 3RD QUARTER SEPTEMBER 30, 2019**

(File Ref. No. 03-0970-09-01) (REDMS No. 6350741 v. 5)

It was moved and seconded

*That the staff report titled, “Financial Information – 3rd Quarter September 30, 2019,” dated December 5, 2019 from the Director, Finance be received for information.*

**Finance Committee**  
**Tuesday, January 7, 2020**

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The question on the motion was not called as in response to a query from Committee, staff noted that investments in the bank are considered part of the ethical investment portfolio.

The question on the motion was then called and it was **CARRIED**.

It was moved and seconded

*That staff review the City's cash investment portfolio with respect to holdings with Royal Bank, TD Bank and CIBC and replacing them with an alternate investment outside of the fossil fuel industry, at their discretion.*

The question on the referral motion was not called as in response to queries from Committee, staff advised that (i) under the *Community Charter* section 183, the City is limited on the types of investments it can make, (ii) to diversify the risk, the City does not heavily invest on one bank, and (iii) when making investments the factors considered are: preservation of capital, liquidity, ratings, most safe investment and diversification.

Discussion ensued regarding eco-friendly companies and investments.

The question on the referral motion was then called and it was **DEFEATED ON A TIE VOTE** with Mayor Brodie, Cllrs. Au, Loo and McNulty opposed.

**2. ACTIVE CAPITAL PROJECTS INFORMATION - 3RD QUARTER SEPTEMBER 30, 2019**

(File Ref. No. 03-1200-05) (REDMS No. 6323698 v. 7)

It was moved and seconded

*That the staff report titled, "Active Capital Projects Information - 3rd Quarter September 30, 2019," dated December 5, 2019 from the Director, Finance be received for information.*

The question on the motion was not called as in response to queries from Committee, staff noted that part of the funding for the Westminster Highway Culvert replacement project was obtained through previously approved capital, and funding for the Garden City Lands Phase 2 & 3 will be set aside until the Non-Farm Use Application has been brought forward for Council consideration.

It was suggested that the public be advised of the dike upgrades that recently took place.

The question on the motion was then called and it was **CARRIED**.



**LULU ISLAND ENERGY COMPANY**

**3. LULU ISLAND ENERGY COMPANY – 3RD QUARTER FINANCIAL INFORMATION**

(File Ref. No. 10-6600-10-01) (REDMS No. 6338208)

It was moved and seconded

*That the Lulu Island Energy Company report titled “Lulu Island Energy Company – 3rd Quarter Financial Information,” dated November 5, 2019 from the Chief Financial Officer, Lulu Island Energy Company be received for information.*

**CARRIED**

**RICHMOND OLYMPIC OVAL CORPORATION**

**4. RICHMOND OLYMPIC OVAL CORPORATION – 3RD QUARTER 2019 FINANCIAL INFORMATION**

(File Ref. No.) (REDMS No. 6363528)

In reply to queries from Committee, staff noted that (i) to ensure that other community centres are not negatively impacted the Oval competes in markets that can charge rates that are comparable to private fitness facilities, (ii) the Oval has a diverse offering of programs, (iii) lower rates could result in lower visitation to other community centres and an increase to taxpayers, (iv) discounted rates are available at various times of the day as well as for length of membership at the Oval, and (v) the higher cost of operating the Oval requires additional revenue.

Discussion took place on membership fees at the Richmond Olympic Oval.

As a result of the discussion, the following **referral motion** was introduced:

*That staff provide an analysis of the membership fees at the Richmond Olympic Oval.*

**DEFEATED**

Opposed: Mayor Brodie

Cllrs. Au

Loo

McNulty

Steves

**Finance Committee**  
**Tuesday, January 7, 2020**

---

It was moved and seconded

*That the report on Financial Information for the Richmond Olympic Oval Corporation for the third quarter ended September 30, 2019 from the Controller of the Richmond Olympic Oval Corporation be received for information.*

**CARRIED**

**5. RICHMOND OLYMPIC OVAL CORPORATION – 2020 ANNUAL OPERATING AND CAPITAL BUDGETS**

(File Ref. No.) (REDMS No. 6363525)

It was moved and seconded

*That the report titled “Richmond Olympic Oval Corporation – 2020 Annual Operating and Capital Budgets” from the Controller of the Richmond Olympic Oval Corporation be received for information.*

The question on the motion was not called as in response to queries from Committee, staff noted that (i) the City’s contribution is done in accordance with the operating agreement between the City and the Oval and has increased based on Consumer Price Index, (ii) the Oval has a list of salaries over \$75,000, (iii) the Richmond Olympic Experience (ROX) is a department at the Oval, and (iv) the revenue and expenses associated with the ROX are included in the membership, admissions and programs section.

Committee requested a staff memorandum with additional information on the Richmond Olympic Experience.

The question on the motion was then called and it was **CARRIED**.

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (6:10 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the Finance Committee of the Council of the City of Richmond held on Tuesday, January 7, 2020.

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Mayor Malcolm D. Brodie  
Chair

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Sarah Goddard  
Legislative Services Coordinator

4.



# City of Richmond

## Report to Committee

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


**Date:** November 18, 2019

**File:** 08-4040-01



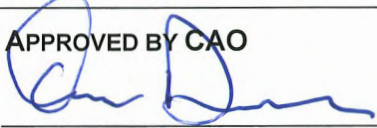
**Re:** 2019 Summary Report - Community Information Sessions on Development, Affordable Housing, Transportation and Sustainability in the City

### Staff Recommendation

That staff be directed to proceed with the Community Information Session Program for 2020 as described in the Staff Report titled "2019 Summary Report - Community Information Sessions on Development, Affordable Housing, Transportation and Sustainability in the City" from the Director, Development.

  
Wayne Craig  
Director, Development  
(604-247-4625)

WC:ss  
Att. 2

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Affordable Housing	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
Sustainability	<input checked="" type="checkbox"/>	
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## **Staff Report**

### **Origin**

Staff have recently completed the first round of Community Information Sessions that emerged as a result of a Council referral.

On April 8, 2019, the Planning Committee passed the following resolution:

- (1) That staff be directed to proceed with the implementation of the proposed Community Information Session Program as described in the report titled "Community Information Sessions on Development, Affordable Housing, Transportation and Sustainability in the City" from the Director, Development; and*
- (2) That staff report back following the last session each year to provide a summary of the events including any feedback received.*

Four Community Information Sessions have now been held in different locations in the City to provide information and comment across a range of topics related to planning and development in the City including current and future initiatives. Collectively the information provides the backdrop to the City's efforts to address growth and change in the City. A copy of the display boards (Attachment 1) and a summary of input received (Attachment 2) are attached to the Staff Report for reference.

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

- 8.2 Ensure citizens are well-informed with timely, accurate and easily accessible communication using a variety of methods and tools.*

### **Findings of Fact**

The City of Richmond routinely provides information to and consults with the public on development applications and new policies and regulations as they are developed. This is done to comply with *Local Government Act* regulations to inform the public and to seek input on proposed changes.

Community Information Sessions have been added to provide a forum for information sharing and public engagement with the City in a less structured format. The intent is to better inform and engage the community members.

### **2019 Community Information Sessions**

As part of the start-up of the program, four sessions were held in 2019, beginning with three sessions in the Spring and one in the Fall. The sessions were portable and focused on City Hall and Community Centre locations:

*2019 Dates and Locations***Community Information Session #1**

Wednesday May 2, 2019, 4:00 – 8:00 pm  
City Hall Atrium

**Community Information Session #3**

Thursday, June 13, 2019, Noon – 4:00 pm  
West Richmond Community Centre

**Community Information Session #2**

Thursday, May 16, 2019, 4:00 – 8:00 pm  
East Cambie Community Centre

**Community Information Session #4**

Thursday, October 24, 2019, 4:00 – 8:00 pm  
Richmond Cultural Centre

The sessions featured a drop-in Open House format with display boards (Attachment 1) supplemented with handout materials (e.g. bulletins on development and affordable housing). The boards provided information on City plans, policies and initiatives that guide development and how they are being implemented to address growth and change in the community.

Staff from Development Applications, Policy Planning, Affordable Housing, Transportation and Sustainability Departments attended the sessions to engage and respond to questions. This format provided a significant amount of information and an opportunity to speak directly with staff.

Information and materials from the sessions, including a comment form, were also made available on the City's website.

The Community Information Sessions were promoted and advertised in accordance with City policies. This included promotion via the City's website, social media channels and other outlets as appropriate. In addition, posters were featured in various locations: City Hall, the Library and Community Centres around the City. The information was also incorporated into prominent television screen displays at local community centres.

*Summary of Input*

Community Information Sessions provided information on key topic areas and participants were invited to provide comments. Staff received feedback through discussions with community members, on feedback boards and through a paper comment form (also available online). A summary of input is attached to this report in Attachment 2.

The most frequent questions and comments focused on transportation and related current projects primarily non-City led initiatives (George Massey Crossing, TransLink bus service, Canada Line stations, etc). Second, was affordable housing with a number of attendees inquiring about availability of that form of housing for their own needs. Overall the sessions were well received. Additional comments included a number of one time mentions including provision of space for non-profits, expanding community gardening/farming, expanded use of recycled materials and mention of concern around underground parking and high-rises in the city centre.

**Analysis**

The sessions attracted 63 attendees across four events in different locations in the City. This modest turnout reflects the challenge associated with hosting events that are primarily information sharing in nature.

On average 16 persons attended each event. Each event was supported by six to eight staff members, representing different topic areas of expertise. This included one administrative staff member and three to four staff from Planning and Development, and one staff member each from Transportation, Affordable Housing and Sustainability.

The cost of hosting the events (materials, refreshment, staff overtime, advertising) was approximately \$7,400 or \$1,850 per event.

The feedback received confirms that the content is of interest to community members but it is not enough of a draw to fill a stand-alone event. Attendees were most interested in transportation and housing related matters. Comments received were varied in focus and scope making them difficult to draw any particular direction from. This may be expected with the wide range of topics that were available for input.

Based on the experience of the first year of Community Information Sessions, staff will look to combine future events with other City efforts resulting in more community members with which to engage and greater exposure to the information.

***2020 Community Information Sessions***

The program plan for Community Information Sessions is two sessions per year into the future, holding one event approximately every six months. Staff are targeting Quarter 2 and Quarter 4 for events in 2020.

An effort will be made to combine this ongoing effort with other opportunities to seek input from the community on policy change or development e.g. the Community Energy and Emissions Plan update and other similar efforts. This approach of combining efforts is anticipated to have a positive effect on the number of community members that staff can connect with to share information, discuss key issues and capture comments.

Staff will keep Council informed of the proposed line up (schedule and location) for 2020 prior to the sessions.

**Financial Impact**

The cost for hosting the events has been accommodated through existing departmental budgets.

A maximum of two sessions in each year moving forward can be accommodated within existing budgets. Additional sessions would require additional resources.

## **Conclusion**

This Staff Report provides an annual summary of an ongoing program to engage and inform the public through Community Information Sessions on a range of development, affordable housing, transportation and sustainability topics and initiatives. Dates for 2020 sessions, once available, will be well promoted through City channels and adequate notice provided should Council wish to attend and participate. Materials from these sessions will also be made available on the City's website.



Suzanne Smith  
Program Coordinator, Development  
(604-276-4138)

SS:blg

## Attachments:

1. Display Boards - 2019 Community Information Sessions
2. Summary of Input - 2019 Community Information Sessions



# COMMUNITY INFORMATION SESSIONS

*Learn more about Planning and Development, Affordable Housing, Transportation & Sustainability in the City*

## Welcome

The City of Richmond is holding a series of Community Information Sessions to share information about current and future planning and development, affordable housing, sustainability and transportation initiatives.

*The topics for the Information Sessions include:*

### Planning & Development

Through the development of policies and guidelines for new development the City can ensure new growth meets the needs of the growing community in a manner that is sensitive to existing development.

### Transportation

In cooperation with TransLink and other agencies the City seeks to improve the transportation network by expanding opportunities for transit, cycling and walking, as well as goods movement.

### Affordable Housing

By establishing clear policies and incentives to increase the amount of affordable housing in the city the housing stock can better serve the needs of the diverse and growing community.

### Sustainability

The City is taking action to make Richmond a sustainable place to call home, for now and years to come. Efforts include energy efficient buildings, district energy and environmental protection.

Progress in these areas puts the City of Richmond on a path towards its vision of being a place where people live, work and prosper in a welcoming, connected, accessible and vibrant community. This includes consideration of the health of the ecosystem and the long term social and economic wellbeing.





## Planning and Development

Richmond's Planning and Development Department is responsible for a range of functions aimed at managing the city's future growth. These functions include:

- Preparing the City's Official Community Plan (OCP) and Area Plans;
- Creating long range land use, urban design and environmental policies (e.g. agricultural, industrial, heritage, environmental, flood management);
- Reviewing all development applications (e.g. rezoning, development permits, development variance permits, subdivisions);
- Supporting the City's Advisory Committees on heritage, agriculture and the environment;
- Coordinating the design and installation of infrastructure improvements (e.g. roads, water, drainage and parks) and collecting Development Cost Charges;
- Developing transportation strategies that meet future travel demand in Richmond;
- The planning and functional design of roads and traffic operation controls including traffic signals;
- Reviewing and issuing building permits; and
- Administering and enforcing the City's Tree Protection Bylaw.

## Provincial Local Government Act

Richmond's powers, duties and functions are enabled by the Province of British Columbia's Local Government Act and the Community Charter. This set of legislation provides the legal framework and foundation for local governments to represent the interests and respond to the needs of their communities.

## Community and Stakeholder Engagement

The Planning and Development Department, and other departments in the City, work closely with the community and other external agencies throughout the planning process. Some of the key stakeholders in Richmond include Richmond residents and business owners, the Vancouver Airport Authority, the Port of Vancouver, Metro Vancouver, TransLink, Vancouver Coastal Health, the Agricultural Land Commission and the Ministry of Transportation and Infrastructure.



# Richmond Planning Framework and Vision

## Official Community Plan (OCP)

Planning in Richmond starts with the OCP. An OCP is the community's long range vision for how it plans to evolve over time. It provides the policy framework for growth in Richmond and describes Richmond in the future as:

*A place whose greatest assets include:*

- A thriving downtown
- A diversified economy
- Distinct and connected neighbourhoods
- Island shoreline
- Productive agricultural lands

Richmond's OCP functions as a link between the broad concepts of the Metro Vancouver Regional Growth Strategy and the City's objectives.

Future growth in the city is directed towards the City Centre, neighbourhood shopping centres and along Arterial Roads in the community where transit service and proximity to shopping, jobs and services are greater.

## Area Plans

Richmond has a number of Area Plans which provide specific details and development considerations for various parts of the city. These include:

**City Centre - Steveston - Hamilton - East Cambie**

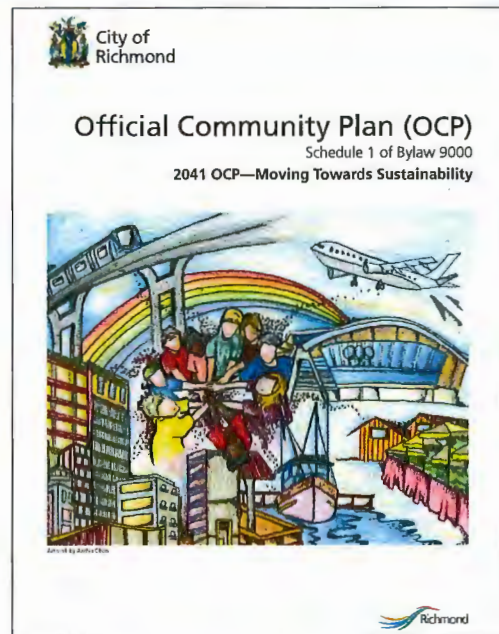
**West Cambie - Blundell - Bridgeport - Broadmoor**

**East Richmond - Shellmont - Thompson**

## Richmond Zoning Bylaw

Richmond Zoning Bylaw 8500 regulates the use, density, siting, size and height of buildings and the shape and size of land parcels in the city.

By establishing a clear and efficient system of land use regulation, the Zoning Bylaw helps implement the Official Community Plan. Different zones permit different types of development in support of the overall vision.





## The Life of a Development

The City administers the development of property through a number of permits and processes including Rezoning which involves a change in use or density, Development Permits which address form and character, heritage and environmental considerations, and Building Permits which help ensure life and safety. The flowchart to the right provides an example of a development involving these common types of applications.

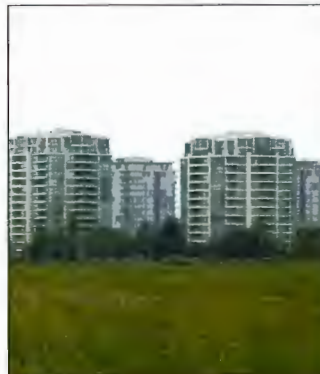
## Community Benefits of Development

Many community benefits have been achieved through requirements and contributions from development in the city including:

- Major new Parks  
\*e.g. Capstan Village Park, Concord Gardens, Middle Arm Waterfront Greenway, Aberdeen Park, the Gardens Agricultural Park, London's Landing
- 9 Child Care Facilities including 7 Child Care Centres and 2 Early Childhood Development Hubs
- Major Facilities—2 Community Centres
- New Office Space
- Affordable Housing Units & Secondary Suites
- Public Art Contributions

In addition to these community wide contributions which contribute to the community's overall well-being and livability, each new development includes frontage improvements and service upgrades including some or all of the following:

- New sidewalks, grass boulevards and trees and often includes irrigation
- Transportation improvements (road improvements signal upgrades, bike lanes)
- Funds toward or construction of utility upgrades to support growth including water, sewer, drainage and roads.



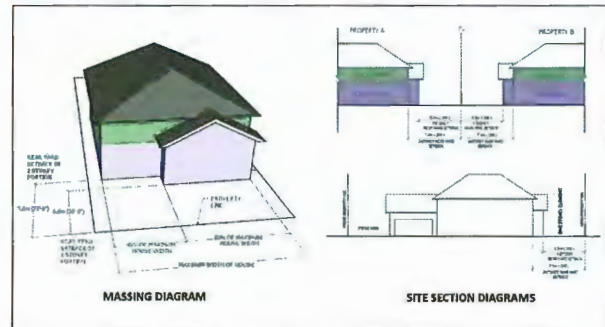
## Rezoning Development Flowchart



# Planning and Development – Housing

## Single Family Building Massing

- The City's Zoning Bylaw regulates the size and shape of homes in the city.
- Two phases of Zoning Bylaw amendments were undertaken in 2015 and 2017 to refine building massing regulations for single family houses.
- Each phase of amendments involved numerous public open houses held by City staff to give residents an opportunity to discuss issues, review options, and provide input.

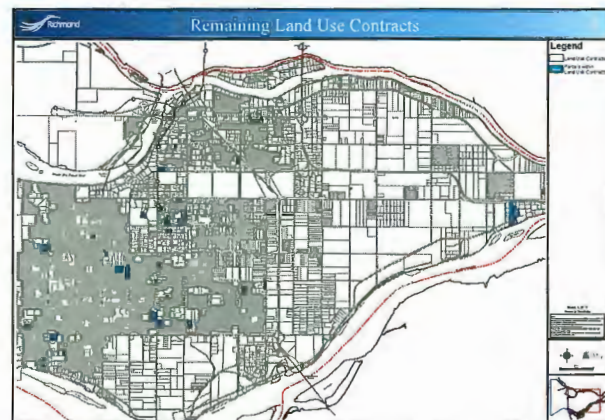


## Short Term Rentals

- In Richmond, residents can offer two types of short term rentals (less than 30 days) in their home:
  1. Bed and Breakfasts (B&Bs) which require a City issued licence. This includes residents who host traditional B&Bs as well as those who are simply renting rooms within their home, such as short term vacation rentals.
  2. Boarding/lodging involves renting a room in a dwelling and involves no more than two people at a time, and this does not require a licence.
- Short term rental of the entire house or residential unit for less than 30 days is not permitted under any circumstance.

## Land Use Contracts

- Land Use Contracts (LUCs) are a form of zoning regulation. The Province enabled municipalities to use LUCs between 1973 and 1979. Unless discharged, LUCs registered on title during such period remain in place today affecting the use and development rights of the affected properties.
- In 2014, new Provincial legislation was enacted which will terminate all LUCs on June 30, 2024. Municipalities also have the ability to terminate LUCs earlier.
- **First phase:** all Single-Family Land Use Contracts were terminated on November 24, 2016.
- **Second phase:** it is anticipated that all remaining Land Use Contracts (e.g. multi-family, commercial, etc) will remain until June 30, 2024. Underlying zoning regulations are in the process of being phased in by geographical area and must be established by June 30, 2022.





## Market Rental Housing Policy

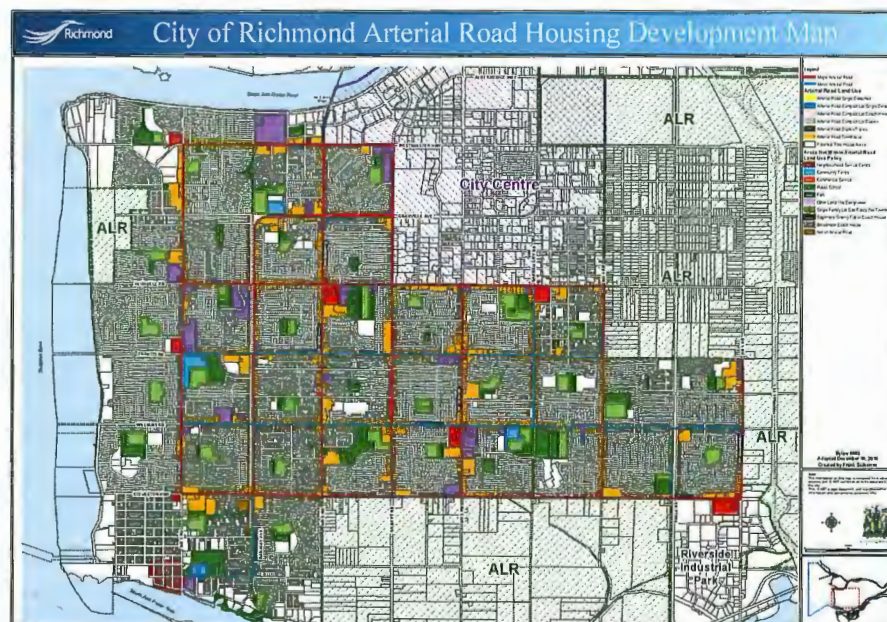
- Following consultation on draft policies, the Market Rental Housing Policy was adopted by Council in September 2018. This policy seeks to protect the supply of existing market rental housing, support tenants at the time of redevelopment and encourage the development of new market rental units. See the board Future Initiatives: Planning and Development for further information.

## Demolition Waste Recycling and House Moving and Salvage Program

- On March 14, 2016 Council adopted the Demolition and Recyclable Material Bylaw No. 9516 requiring waste and recyclable materials resulting from demolition work to be sent to an approved waste disposal & recycling facility.
- The City encourages homeowners to participate in its House Moving and Salvage Program in an effort to reduce demolition waste, save on demolition and recycling fees, as well as reuse livable houses.

## Arterial Road Land Use Policy

- The City's OCP supports densification along its arterial roads where properties are in close proximity to commercial services, public amenities, schools, and transit service.
- The Arterial Road Land Use Policy supports townhouses, row houses, duplexes, triplexes and coach houses along arterial roads with a goal to minimize traffic disruption by ensuring no net increase in driveways.
- In 2016, the City updated the Arterial Road Land Use Policy and introduced additional housing types (e.g., duplexes, and triplexes), refined the Development Permit Guidelines, and clarified locational guidelines for different types of housing. This update involved several public and stakeholder consultation events.



## Heritage

- The City has an established Heritage Inventory of identified heritage buildings and other resources throughout the community.
- City's 2041 Official Community Plan establishes the Steveston Village Heritage Conservation Area (HCA) to provide long-term protection to the heritage character of Steveston Village.
- The City continues to work with property owners that require a Heritage Alteration Permit to restore and conserve the historic exterior of the building.
- In 2009, the City approved the Steveston Village Heritage Conservation Grant Program to provide financial assistance to property owners for conserving the exterior of identified heritage resources.
- The Sakamoto Guidelines were reincorporated within the Steveston Area Plan to strengthen design guidelines for restoring historic buildings in Steveston Village.

## 5 History Facts of Richmond

1. *Richmonds' shoreline has long provided habitat for migrating birds on the Pacific Flyway between the Arctic and South America.*
2. *First Nations people were the first to set up seasonal camps on the land to fish and collect berries.*
3. *The City of Richmond is seven years older than the City of Vancouver.*
4. *The first successful flight in Canada was recorded in 1910 on the Minoru Racetrack.*
5. *More than 60% of Richmond's population are of Chinese or South Asian ancestry.*

## Environmentally Sensitive Areas (ESA)

- The ESA Development Permit Area in Richmond has been established since 1991, with ESAs designated in the City's Official Community Plan for the protection of the natural environment, its ecosystems and biodiversity.
- Qualified Environmental Professionals are required for all ESA Development Permits (DPs) to accurately verify the location and condition of designated ESAs as well as to recommend detailed protection and restoration options that will satisfy the City's objectives.

## Riparian Management Areas (RMA)

- RMAs were established in consultation with the Department of Fisheries and Oceans Canada.
- Setbacks are assigned to minor (5m) and major (15m) designated streams measured perpendicular from top-of-bank that are to remain free from development unless authorized by the City.
- A Construction Environmental Management Plan completed by a Qualified Environmental Professional is required to demonstrate mitigation measures during development.





## Agricultural Policies

- Agriculture is an important part of Richmond's history. Today, close to 40% of the City is within the Agricultural Land Reserve (ALR), contributing to our local and regional economy.
- The City has established a number of regulations for residential use of farmland, including a maximum farm home plate, maximum residential setbacks, maximum house size limits, and restrictions on the number of single family dwellings on each agricultural lot.
- In 2018, to further protect farmland, the City introduced more restrictive regulations on the maximum size of houses within the ALR.
- City staff work closely with the Agricultural Land Commission and the Ministry of Agriculture on policy discussions and data exchanges.



## Cannabis Regulation

- In 2018, Provincial legislation and amendments to the Zoning Bylaw would prohibit the production of cannabis in an enclosed building or greenhouse;
- The City has prohibited the retail sale of cannabis;
- Research and development and production of medicinal cannabis is regulated and limited to industrially zoned areas and,
- The City continues to develop and refine policy to regulate this activity.



# Affordable Housing

## Affordable Housing Strategy (AHS)

- The City is committed to supporting the development of the right mix of housing so that all households of different sizes, ages and incomes have access to housing that meets their needs.
- In March 2018, Council adopted the AHS to guide the City's actions to increase the supply of affordable housing over the next 10 years.
- The AHS supports the development of the right mix of housing using a suite of regulatory tools, including:
  - \* Housing policy development;
  - \* Leasing City owned land to non-profit housing providers;
  - \* Affordable housing funding;
  - \* Secondary suite requirements in single family developments; and
  - \* Inclusionary zoning, which requires developers to build low-end market rental (LEMR) units within apartment developments that have more than 60 residential units.



## Homelessness Strategy

- The latest Homelessness Count estimated that at least 70 Richmond residents are experiencing homelessness, an increase of 84% since 2014. Local service providers estimate the number of individuals experiencing homelessness to be closer to 120.
- The City is in the process of updating the Homelessness Needs Assessment and Strategy, which will help guide the City's actions in addressing the needs of individuals experiencing or at risk of experiencing homelessness.

## Richmond House Emergency Shelter

- Renovations on a new emergency shelter are currently underway involving:
  - \* 30 shelter and short term emergency beds that are accessible and inclusive of men and women.
  - \* Short term emergency shelter that provides onsite services including meals, laundry, showers and connection to appropriate community supports.
- Anticipated opening is late Spring 2019.
- The City contributed land at 12040 Horseshoe Way, valued at \$6 million.
- The new shelter will be operated by The Salvation Army.



# Affordable Housing: Examples

Since 2007, the City has worked in partnership with senior levels of government, the private sector, and non-profit organizations to create more than 2,000 new affordable housing units. The following projects were developed with City funding, land, policy requirements, or in-kind support:

## Temporary Supportive Housing

- 40 shelter-rate rental units for residents exiting the emergency shelter system (modular housing).
- Short to medium term housing that includes supportive services to help tenants move towards self sufficiency.
- The City is contributing land at a nominal rate for 5 years.
- Opened in April 2019. It will be operated by RainCity Housing Society.



## Atira Apartments at Cadence

- 15 units of shelter-rate housing for single women with children secured through the City's Low End Market Rental Policy
- Medium term housing with on-site programming and subsidized childcare spaces at the neighbouring centre.
- Opened in May 2017. Operated by Atira Women's Resource Society.



## Storeys

- 129 affordable rental units for vulnerable households, including those at risk of homelessness.
- Long term housing with a social service hub.
- The City contributed the land at a nominal rate and a total of \$19.4 million towards capital costs, municipal fee and development cost charge waivers.
- Opened September 2017. Operated by a non-profit consortium (Coast Mental Health, SUCCESS, Pathways Clubhouse, Tikva Housing Society, and Turning Point Recovery Society).



## Kiwanis Towers

- 296 affordable rental units for low-income seniors.
- The City contributed \$24.1 million towards capital costs, municipal fee and development cost charges waivers.
- Opened in July 2015. Operated by Kiwanis International.



# Transportation

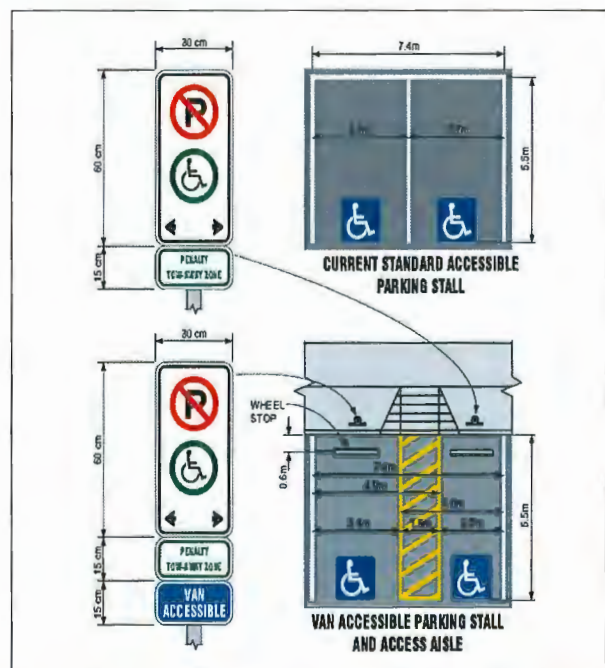
## Southwest Area Transport Plan

- TransLink-City partnership to identify transit and infrastructure priorities over the next 10 -15 years for Richmond, South Delta and Tsawwassen First Nation
- Developed 2015 -2018, completed in April 2018.
- Improved transit frequency and reliability for local and regional routes.
- Improved transit service to industrial areas, business parks and growing neighbourhoods.



## Accessible Van Parking

- Update of off-street accessible parking space requirements in Zoning Bylaw.
- Amendments accommodate the increased use of side-loading vans for individuals using wheelchairs and similar mobility devices.
- Adopted in September 2018.





# Transportation

## River Parkway

- Extension and re-alignment of River Road northeast of Gilbert Road.
- Elimination of interim River Road connection next to Dinsmore Bridge
- Improve traffic circulation with continuous viable alternate route to No. 3 Road and existing River Road.
- Facilitate the development of the Middle Arm Waterfront Park.
- Initially comprise two-lane road and protected bike lanes with signalized connection at Leslie Road.
- Construction underway with completion in 2020.

## Road Network Plan



## Public Bike Share Pilot Program

- Agreement with U-bicycle to operate pilot program at no cost to the City to Spring 2020.
- Currently 39 stations and 80 bicycles mainly in the City Centre, West Richmond and Steveston.



## High Collision Prone Intersections

- ICBC-City partnership to undertake a Network Screening Study to identify and prioritize the top 20 high collision prone intersections and determine potential road safety improvements



### Recommendations and Next Steps for the Top 20 Intersections

Project	Scope
Short-Term Improvements (1)	Including, but not limited to the following: <ul style="list-style-type: none"> <li>• Improved traffic/parking signage</li> <li>• New or refreshed pavement markings</li> <li>• Trimming of foliage to improve sightlines</li> <li>• Traffic signal modifications</li> <li>• Education</li> </ul>
Medium-/Long-Term Improvements <i>Enforcement of Speeding and Red Light Running (2)</i>	Provide cameras where speeding is a chronic contributing factor to collisions
Medium-/Long-Term Improvements <i>Preliminary Design (1)</i>	A detailed intersection safety study and/or design for each of the 20 intersections to confirm the exact scope of infrastructure improvements
Medium-/Long-Term Improvements <i>Implementation of Infrastructure Related (1)</i>	Including, but not limited to the following: <ul style="list-style-type: none"> <li>• Intersection capacity improvements</li> <li>• Addition or lengthening of left-turn lanes</li> <li>• Redesign of existing channelized right-turn lanes</li> <li>• Completion of pedestrian and cycling connections</li> </ul>

(1) Will be included in the 5 Year (2020-2024) Financial Plan and submitted to Richmond City Council for approval

(2) The red light camera and automated speed enforcement programs are within provincial jurisdiction. The City of Richmond has requested the Minister of Public Safety and Solicitor General to provide cameras at intersections and is working with RCMP to increase speed enforcement in the interim.



# Sustainability, Environment & Climate Action

## Community Energy & Emissions Plan

- The plan defines 34 actions to reduce energy use and reach City-wide greenhouse gas (GHG) emission reduction by 80% by 2050. The plan provides directions for creating compact and complete communities, encouraging active modes of transportation, and increasing energy efficiency in buildings. Richmond has reduced greenhouse gas emissions by 12% since 2007 despite the same growth in population.



City Council recently gave staff direction to renew the Community Energy and Emissions Plan to accelerate climate actions in Richmond. Check out [www.energy.richmond.ca](http://www.energy.richmond.ca) to find out how you can provide input at upcoming events.

## District Energy Utility

- Richmond's Lulu Island District Energy Company is an international leader in district energy systems, which reduce carbon emissions and deliver affordable, reliable heating and cooling for a neighbourhood. Alexandra District Energy Utility project won the International DE Association's Award in 2016.



## BC Energy Step Code

- The BC Energy Step Code is a provincial standard that provides an incremental and consistent approach to achieving more energy-efficient buildings in BC. In June 2018, Council adopted the BC Energy Step Code requirements into the City's Building Regulation Bylaw for all residential developments.



## Electric Vehicle (EV) Charging

- In 2017, Council adopted new "first in North America" (if not the world) requirements that all new residential buildings will provide energized outlets capable of providing "Level 2" EV charging for all residential parking stalls.



## EnergySave Richmond

- Visit [www.energy.richmond.ca](http://www.energy.richmond.ca) to learn about training and incentives programs available in Richmond.



## Ecological Network Management Strategy

- The Ecological Network is defined as the inter-connected system of natural and semi-natural areas across Richmond's landscape, including terrestrial, marine, and riparian areas. Actions are grouped into four (4) areas: Green Infrastructure & Development, Vegetation, Habitat & Wildlife, Parks & Public Lands, and Stewardship & Collaboration.

## Invasive Species Management

- Richmond is a demonstrated leader in invasive species response, and the newly adopted Invasive Species Action Plan formalizes a strategic and risk-based approach to guide and prioritize invasive species management into the future. The Plan sets priorities, establishes a consistent approach, and defines public outreach and engagement commitments.



# Upcoming Projects

In 2019, staff in the Planning and Development Department will be working on a number of projects, including:

## Industrial Land Intensification Initiative (ILII)

Richmond has a long and productive history of industrial activity. The Industrial Land Intensification Initiative commenced in 2018 and will continue to explore how the City's policies and bylaws can support the intensification of industrial lands.



## Agricultural Viability Strategy Update

The Richmond Agricultural Viability Strategy (2003) is a long-range strategy to ensure that farming in Richmond remains sustainable. An update to the AVS will be undertaken in consultation with the farming community.



## Residential Rental Tenure Zoning

Residential rental tenure zoning is a new power provided by the Province in 2018. It allows cities to create zones that require all or a portion of multi-family buildings to be rental tenure only. Richmond will be considering how this zoning tool may be best used to protect existing rental housing and how it may be used to secure rental units in new developments.



## Market Rental Housing Policy Update

Adopted in 2018, Council directed staff to explore how the incentives-based policy could be enhanced and what areas of the city are most in need of market rental housing. Specific incentives examined to date include parking, property tax exemptions, Development Cost Charges (DCC) waivers and density bonus.



## Heritage Inventory Update (with Heritage Services)

The Heritage Inventory is a database of important heritage resources in Richmond. The inventory, which includes buildings, trees and other special places, was last updated in 2002.





# Future Initiatives: Transportation

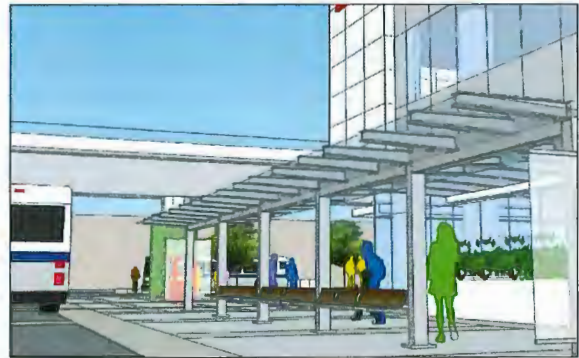
## Capstan Station

- Innovative TransLink-City agreement in 2010 to fund the future station
- Voluntary contributions are collected from developers in the nearby catchment area
- Target amount for construction has been reached
- City working with TransLink to develop a preferred station design



## Richmond-Brighthouse Bus Mall

- Relocation of Scotiabank and demolition of old site
- City has an active Development Permit application that will facilitate construction
- TransLink anticipates commencing construction in 2019 with operation in 2020



## Massey Tunnel Crossing Improvements

- Province of BC to develop a new business case by the end of 2020.
- City is seeking short-term improvements to Steveston Highway interchange.



## Mobility Hubs

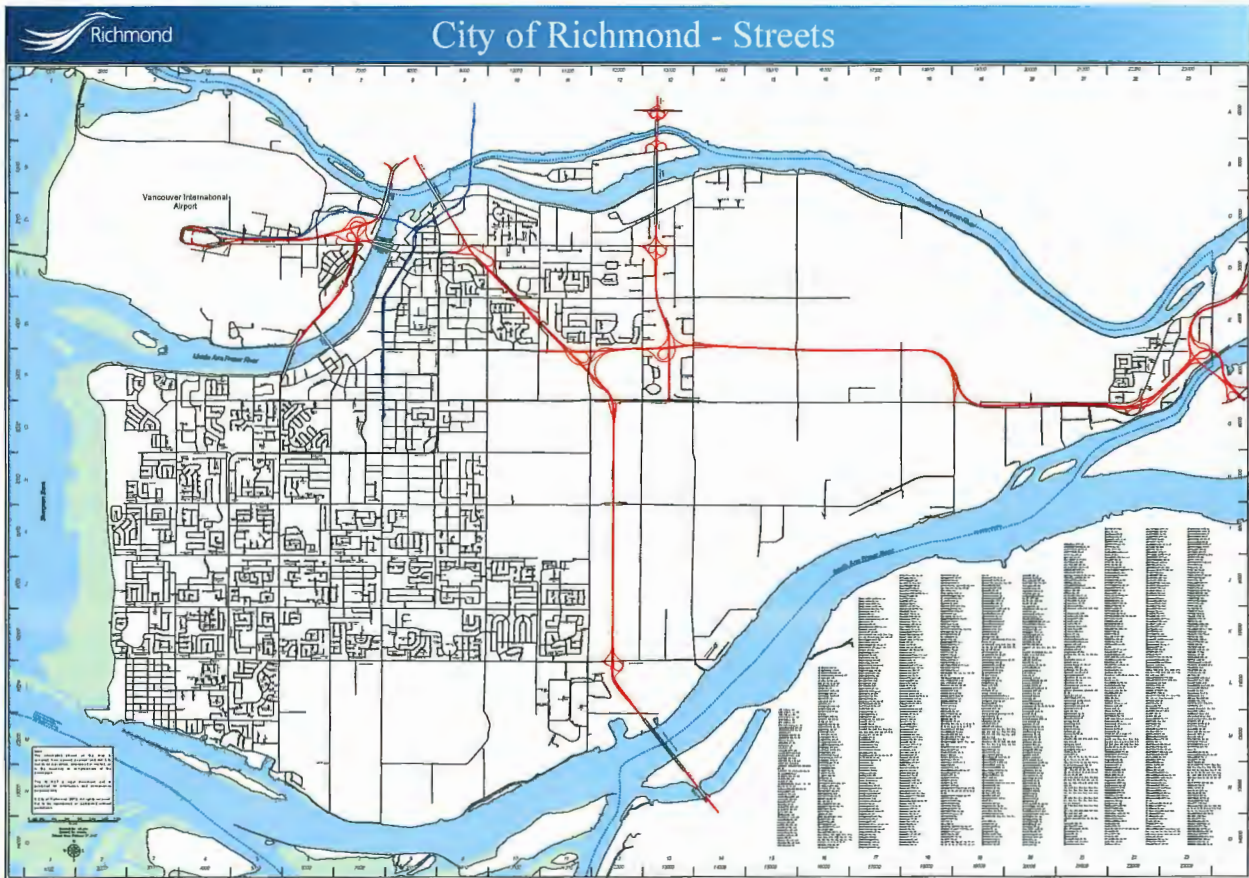
- Hubs include a mix of travel choices in central location: transit, car-share, bike-share, ride-hailing, EVs.
- Seeking to establish city-wide network.



Where do you live?

## Tell us about you.

Please take a moment to place a sticker on the property where you live, own or represent. If you do not reside or own land in the area, place your sticky dot in the space below.





## Feedback Board

**Share your thoughts on the City's successes and future initiatives using the sticky notes and pens below.**

# Richmond welcomes your input and participation.

## Information Bulletins

The City has Information Bulletins on a wide variety of topics including but not limited to:

- How to make a Development Application
- Tree Protection
- Electric Vehicle Charging Infrastructure Requirements
- Affordable Housing Strategy
- Market Rental Housing Policy
- Child Care Facilities
- Noise Management
- Riparian Management Areas
- Steveston Village Heritage Conservation Area

Copies are available on the nearby table.

They can also be found on the City's webpage at [www.richmond.ca](http://www.richmond.ca)

## Policy Documents, Guidelines and Application Forms

All of the plans, policies and guidelines noted in these boards are available online on the City's webpage at [www.richmond.ca](http://www.richmond.ca)

## Opportunities to be Involved

Please watch for opportunities to be engaged in upcoming projects.

- <https://www.richmond.ca/plandev/planning2/projects.htm>
- [communityplanning@richmond.ca](mailto:communityplanning@richmond.ca)
- 604-276-4052

## Community Information Sessions 2019 Schedule

### Community Information Session #1

Thursday May 2, 2019, 4:00- 8:00pm  
City Hall Atrium  
6911 No. 3 Road

### Community Information Session #2

Thursday, May 16, 2019, 4:00- 8:00pm  
Cambie Community Centre  
12800 Cambie Road

### Community Information Session #3

Thursday, June 13, 2019, Noon- 4:00pm  
West Richmond Community Centre  
9180 No. 1 Rd

### Community Information Session #4

Thursday, October 24, 2019, 4:00- 8:00pm  
Richmond Cultural Centre  
7700 Minoru Gate

## Input Summary – 2019 Community Information Sessions

The Community Information Sessions Program launched with four events in 2019. Sessions were held in different locations in the City with staff from Planning & Development, Affordable Housing, Transportation and Sustainability on hand for information, discussion and to receive input. Comments were also collected through a formal comment form. All information was also available on the City's website.

The most frequent questions and comments focused on transportation and related current projects primarily non-City led initiatives (George Massey Crossing, TransLink bus service, Canada Line stations, etc). Second was affordable housing with a number of attendees inquiring about availability of that form of housing for their own needs. Overall the sessions were well received. Additional comments included a number of one time mentions including provision of space for non-profits, expanding community gardening/farming, expanded use of recycled materials and mention of concern around underground parking and high-rises in the city centre.

### **Attendance:**

**Staff:** Development Applications, Policy Planning, Sustainability, Transportation, Affordable Housing

**Community Members: 63 people** - on average 16 people per event

<b>Event #1</b> City Hall	<b>Event #2</b> Cambie Community Centre	<b>Event #3</b> West Richmond Community Centre	<b>Event #4</b> Richmond Cultural Centre
18	10	14	21

### **Common Themes Overall:**

- Most mentions/interest:
  1. Transportation – improved transit (bus and train); improved traffic flow and intersection traffic safety; u-bike support
  2. Affordable Housing – inquiring to know more; seeking housing of that type.
- Less frequent (1 mention per):
  - Space for non-profits
  - Consult with seniors on aspects of affordable living
  - Expanding community gardens/organic farming (via rezoning)
  - Recycled materials – paper; recycled plastic for roads
  - Concern for built form – highrises in city centre
  - Concern for underground parking/potential for sinking

### **Discussions with Staff – common themes:**

- Transportation – questions about projects featured on the transportation boards. Mainly regarding non-City led initiatives (George Massey Crossing, TransLink bus service, Canada Line stations, etc).
- Affordable Housing - inquiring to know more; seeking housing of that type.
- Planning – interest in hearing how the planning and approval process works.

### **Raw Data:**

#### **Feedback Board (sticky notes)**

- Thank you for the thorough Transportation responses.
- Rezoning for expanding community gardens or increased organic farming.
- You need to hold this meeting 3 times per year.
- I agree, a town hall meeting quarterly and brainstorming discussion with citizen ideas.
- Recycled materials incentives for use of post-recycled materials ie: post-recycled plastic roads.
- City of Richmond using 100% recycled paper for bulletins, etc.
- Space for Non-profits
- What are ways to stop having a neighbours marijuana/smoking smell drifting into my home at a single house to single house level? It is distressing for my family to smell that burnt-wet-manure-like smell.
- Can we have a covered area for exercise in Minoru park when the ice rink is rebuilt. The covered area will be an excellent place for people doing exercise or tai chi in the rain.
- Consult with seniors re: independent affordable living, physical needs e.g. hand held shower heads; accessible tubs etc; parking.
- The City should prioritize the flow of traffic for motorists and not slow it down by adding more traffic lights. We miss the old River Road without the traffic lights.
- More parking is needed for Canada Line riders.
- I don't like polluting.

#### **Comment Forms (paper, none submitted electronically)**

- Looking forward to the new developments! Would like to see more information regarding the community plans & shelters! Excited for the U-bike program and thank you guys for all the hard work.
- Helpful Information.
- Thorough displays – varied. All City reps informative and friendly. Thank you and well done.
- Please hold this again with a presentation and advertise it well. Thank you.
- More of this and let everyone know.
- Capstan station useless.
- I am still looking forward to use the new Minoru swimming pool. But still you guys did not have the exact date and always postpone. For bus route 414, petition for a frequency ten minute schedule because I indeed Brighthouse Station to Olympic Oval. For the affordard, or senior housing should expand more because there has a long waitlist. Most of the applicants wait for more than five to ten years. Also, once the applicants move in,

they will live there for a long time. Maybe put more restriction for person to apply like only for seniors, low-income people or people for disabilities. People had to be update their current situation.

- Comments
  - We need more buses and more sky trains for Richmond BC
  - There are too many high-rise building projects in the City Centre
  - Beware the sinking land for those underground parking like the project of the Richmond Centre
  - Most of the high-rise buildings windows are unable to fully open in case of fire
  - However, overall, this is one of the best City for anyone to live here!
- Petition for a frequency ten minute schedule for Bus 414 route from Brighthouse station to Olympic Oval. The reason current Bus 414 time schedule is 30 mins, it takes too long and it creates difficulties for residents who can manage the time for using the value route of Bus 414. (City Centre Community Centre, Richmond Mental Health Team (Adult), Richmond Mental Health Team (Older Adult), Anne Vogel Clinic, Richmond Mental Health Consumer and Friends' Society, Richmond (Brighthouse Branch) Library, Richmond City Hall, Pathways Clubhouse, T&T Supermarket, Oval Village Medical Clinic, Richmond Centre, Olympic Oval. Actually, the public in need (residents, seniors, people with health conditions, people with disabilities, people who have to care for others, etc). It become a transportation source of frustration, and added barrier to fulfill their needs.
- Regarding bus route to Oval, there was one potentially dangerous thing at the moment: past summer I was accompanying a senior to go to Oval. It was during the summer holidays in the weekdays and was at the intersection of Minoru & Westminster. The senior had a weak heart, and we had to stand under the summer sun for nearly half an hour. And after we got on, the driver had to refuse passenger at next stop due to it being a small bus.

On the return trip, we left Oval at bus schedule and got on the bus. The real problem started here: a summer camp leader and roughly 30+ children attempt to board the bus as well, on a vehicle that held 30-ish people and already half full. Not commenting on how appropriate summer camp companies used the public transport service, at that moment the bus driver did not let them board, he'd be leaving 30 children under the sun for who know how long, so he let them on (and I won't fault him for it).

So we had a packed bus with kids seated 3 in every 3 seats and on the back where wheelchairs would be, and all the adults including the bus driver trying their best to make sure things were safe. All because of a long waiting schedule and a small bus.

Plus it was such a chore to get around that area that discourage people from going to Oval. In turn Oval lost revenue and use to justify its continue existence. We might as well not have an Oval...And this could be fix by simply having better transportation there. Not to mention the apartment hub the Oval area is turning into. More buses = less needs for cars (& pollution).



# City of Richmond

## Report to Committee

**To:** Planning Committee  
**From:** Barry Konkin  
Director, Policy Planning


**Date:** December 3, 2019

**File:** AG 19-855723  
AG 19-855800  
AG 19-855911


**Re:** **Agricultural Land Reserve Exclusion Application by JNA Holdings Inc. at 14540 Burrows Road;**  
**Agricultural Land Reserve Exclusion Application by Karl, Lydia & Ulrich Wacker at 14680 Burrows Road; and**  
**Agricultural Land Reserve Exclusion Application by Shorewood Developments Ltd. at 14920 Burrows Road**

### Staff Recommendation

1. That authorization for JNA Holdings Inc. to forward an Exclusion Application to the Agricultural Land Commission for exclusion of 14540 Burrows Road from the Agricultural Land Reserve be denied.
2. That authorization for Karl, Lydia & Ulrich Wacker to forward an Exclusion Application to the Agricultural Land Commission for exclusion of 14680 Burrows Road from the Agricultural Land Reserve be denied.
3. That authorization for Shorewood Developments Ltd. to forward an Exclusion Application to the Agricultural Land Commission for exclusion of 14920 Burrows Road from the Agricultural Land Reserve be denied.

  
Barry Konkin  
Director, Policy Planning

BK:sds  
Att. 5

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Development Applications	<input checked="" type="checkbox"/>	

## **Staff Report**

### **Origin**

JNA Holdings Inc., Karl, Lydia & Ulrich Wacker, & Shorewood Developments Ltd. have applied to exclude three properties located at 14540, 14680 & 14920 Burrows Road from the Agricultural Land Reserve (ALR). A location map and aerial photograph are provided in Attachment 1. The properties are located in the ALR, zoned “Agriculture (AG1)”, designated “Agriculture (AGR)” in the Official Community Plan (OCP) and all three properties contain Environmentally Sensitive Area (ESA). The applicants have submitted individual applications for each property and are not proposing an end use at this time. 14540 and 14920 Burrows Road are currently vacant and 14680 Burrows Road is currently occupied by a single-family dwelling. There are currently no active agricultural uses on any of the three subject properties.

In 1986, the south side of Burrows Road was considered by Council and the Agricultural Land Commission (ALC) for ALR exclusion as part of a block exclusion application by the City. However, exclusion of the south side of Burrows Road from the ALR was denied by the ALC. Council subsequently changed the area’s OCP designation to Agriculture. Since then, the City has repeatedly not supported the property owners’ request to exclude the properties from the ALR, as it is contrary to the City’s OCP’s agricultural designation and related policies. More information regarding historical proposals on the subject properties is provided in the “Background” section of this report.

### **Findings of Fact**

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

### **Surrounding Development**

To the North: Across Burrows Road, light industrial buildings with surface parking and loading on properties zoned “Light Industrial (IL)”.

To the South: An agricultural operation on an approximately 40 acre (16 ha) lot zoned “Agriculture (AG1)”.

To the East: Across Savage Road unopened road allowance, agriculture operations on lots zoned “Agriculture (AG1)”.

To the West: Single-family dwelling on a lot zoned “Agriculture (AG1)”, fronting Burrows Road.

## Related Policies & Studies

### Official Community Plan

The Official Community Plan (OCP) land use designation for the subject is “Agriculture (AGR)”, which comprises of those areas of the City where the principal use is agriculture and food production, but may include other land uses as permitted under the *Agricultural Land Commission Act* (ALCA) (i.e. farm uses).

The proposed exclusion applications are inconsistent with the land use designation and are inconsistent with applicable policies in the OCP:

OCP Policy (Section 7.0)	Subject Applications
Maintain the existing ALR boundary and do not support a loss of ALR land unless there is a substantial net benefit to agriculture and the agricultural community is consulted.	<ul style="list-style-type: none"> <li>The proposal is to remove the subject properties from the ALR.</li> <li>Removal of the subject properties from the ALR would result in a net loss of total ALR land.</li> <li>No agriculture is proposed and there is no net benefit to agriculture as part of this proposal.</li> </ul>
Support the 2040 Metro Vancouver Regional Growth Strategy which includes agricultural designations and policies for protection of agricultural land.	<ul style="list-style-type: none"> <li>The subject properties are designated “Agricultural” in the 2040 Metro Vancouver Regional Growth Strategy.</li> <li>The proposal is not consistent with the regional land use designation and does not support agricultural viability.</li> <li>Exclusion from the ALR for urban (non-agricultural) uses would require an amendment to the land use designation.</li> </ul>
Continue to encourage the use of ALR land for farming and discourage non-farm uses.	<ul style="list-style-type: none"> <li>The purpose of the application is to remove the properties from the ALR in order to pursue land uses other than agriculture (i.e. non-farm uses).</li> </ul>

### Agricultural Viability Strategy

The Agricultural Viability Strategy (AVS), adopted by Council in 2003, establishes a long-range strategy for improving viability of farmland within the City. The objectives of the AVS include supporting and maintaining the stability and integrity of the ALR boundary, and not supporting a change to the ALR boundary or a loss of ALR land unless there is a substantial net benefit to agriculture. The AVS is currently in the process of being updated, but the principle of maintaining the ALR boundary is a long-standing City policy. Staff note that there are no apparent benefits to agriculture as a result of these applications.

### Food Security and Agricultural Advisory Committee

The proposal was reviewed by the Food Security and Agricultural Advisory Committee (FSAAC) at the meeting on October 24, 2019. The Committee acknowledged the existing



condition of the properties presents challenges for an agricultural operation (specifically drainage issues); however, the subject exclusion applications may set a precedent for other small parcels in the ALR. A motion to support the application to proceed to Council was made, but it was defeated. No formal resolution was provided from FSAAC. An excerpt from the October 24, 2019 FSAAC meeting minutes is provided in Attachment 3.

#### Bill 15 – Agricultural Land Commission Amendment Act

Currently, the *Agricultural Land Commission Act* (ALCA) allows a property owner to make an exclusion application directly to the ALC and City. As per Bill 15, which received Royal Assent on May 30, 2019, individual landowners will no longer be able to submit exclusion applications to the ALC. The changes as per Bill 15 do not have force and effect until the enabling ALR Regulations are adopted (Provincial Government is currently working on these regulations). However, it is anticipated that the changes will include grandfathering provisions for in-stream applications.

#### **Public Consultation**

As per the ALR General Regulation, the applicants were required to complete the following in association with the submission of the exclusion applications to the Agricultural Land Commission (ALC):

- Advertise the application on two separate occasions in a newspaper in general circulation in the municipality where the property under application is located;
- Serve a signed copy of notice to all registered owners of land in the ALR that share a common boundary with the property, including owners of ALR property separated by a public road; and
- Installation of exclusion application signage.

The applicant has satisfied these requirements as per the ALR General Regulation.

Staff have received one piece of public correspondence in objection to the proposal and with the following concerns (Attachment 4):

- Removal of the lands from the ALR will impact the market for industrial land;
- The proposal could set a precedent for other properties in the ALR to apply for exclusion; and
- Land in Richmond is well-suited for agriculture.

#### **Background**

In 1986, a block exclusion application was made to the ALC by the City to remove seven separate areas from the ALR, including all lots on the south side of Burrows Road, as part of Richmond's first OCP. Five out of the seven areas for ALR exclusion were approved and two areas were denied (south side of Burrows Road and northwest corner of No. 6 Road & Steveston Highway). The northwest corner of No. 6 Road & Steveston Highway was later approved for ALR exclusion in 1988. The City subsequently changed the OCP designation of the Burrows

Road area from “Non-Residential” to “Agriculture”. Since then, the City has repeatedly not supported the request for exclusion of the properties from the ALR, as it is contrary to the City’s OCP’s agricultural designation and related policies.

The property owners on the south side of Burrows Road submitted an exclusion application in 1988 and again in 1997. The 1988 application (LCA 88-000438) was withdrawn by the applicants prior to moving forward to Council for consideration. The 1997 application (AG 97-117852) was to exclude the properties from the ALR in order to pursue industrial uses, which was denied by Council on October 27, 1997, as the proposal was not consistent with the OCP’s agricultural objectives and related policies. Both applications did not proceed to the ALC for consideration.

Since 2010, the property owner of 14680 Burrows Road has claimed drainage issues resulting in the settling of and damage to the house on the subject property, with the construction and operation of the private cranberry berms that were built for an adjacent cranberry farm at 2580 No. 6 Road. The City does not issue any permits relating to private berms, provided no additional soil is brought onto the property. In 2017, the property owner of 14680 Burrows Road also claimed the damage was a result of the City’s negligence via a letter to Mayor and Council, dated October 23, 2017. Staff from the City’s Law, Engineering, Policy Planning, Transportation and Community Bylaws Departments reviewed all available information and collectively concluded that the City is not responsible for the drainage issues identified in the letter.

## **Analysis**

### **Subject Applications**

The purpose of the current subject applications is to exclude 14540, 14680 & 14920 Burrows Road from the ALR. The proposal does not include the other four lots on the south side of Burrows Road (14400, 14300 Burrows Road and 2200 & 2280 No. 6 Road), located to the west of the subject properties. The subject properties are approximately 4.5 acres (1.8 hectares) each, for a total area of approximately 13.76 acres (5.57 hectares). The properties are zoned “Agriculture (AG1)” and designated “Agriculture (AGR)” in the OCP. The difference between the subject exclusion application and previous exclusion applications by the property owners is that this proposal does not specifically request an intended use; however, the intention is to eventually pursue urban uses (non-farm uses).

### **Technical Reports**

The three applications include a number of technical reports (summarized below and provided in Attachment 5) regarding the subject properties:

- Soil and land capability assessment, dated October 31, 2016, provides a review of all existing soil, agricultural capability mapping and detailed site observations, including the following information:
  - Soils are poorly to very poorly drained with water tables at or near the surface for most of the winter and into early spring;

- The unimproved agricultural capability for the majority of the area is Class 4W to 4WD (Class 1 is the highest class and Class 7 is the lowest). The subclass letters attached to the class indicate restrictions, in this case excess water (W) and undesirable soil structure (D);
  - If the land was properly drained, the land capability could be improved to Class 3;
  - Potential options to improve agricultural capability include (a) improved drainage using a pumping station and drainage ditch, (b) stripping existing topsoil and filling the site with approximately 1.5 m of fill and re-spreading the topsoil, and (c) fill the site enough to build a greenhouse facility constructed above the winter water table (staff note that a greenhouse with concrete is not permitted without a rezoning application);
  - Properties are still permitted to construct a single-family dwelling as per Zoning Bylaw 8500 and ALR Regulation, which allows filling the site (maximum 0.1 hectare area) to meet the flood construction level (3.0 m GSC).
- Assessment of environmentally sensitive areas, dated October 11, 2016 provides information on existing ecosystem conditions through a vegetation survey, wildlife habitat survey, and review of endangered species, including the following information:
  - The subject properties are designated Environmentally Sensitive Area (ESA) as ESA type OLSH (old fields and shrublands);
  - Three vegetative communities exist on the subject properties, including old field habitat/mixed grass, old orchard (with Himalayan blackberries) and hedgerow;
  - The subject properties are dominated by reed canary grass;
  - Old field habitats are known to provide unique and valuable foraging and nesting habitats to a variety of species, including raccoons, coyotes, eastern cotton tail, songbirds and raptors;
  - No species on the federally or provincially listed wildlife species were observed;
  - Staff note that agricultural activities are exempt from ESA regulations (with the submission of an acceptable farm plan). The ESA would need to be addressed as part of any non-agricultural development (i.e. ESA Development Permit).
- Preliminary Hydrology Assessment, dated November 24, 2016 evaluates the hydrogeology and the drainage characteristics of the site, including the following information:
  - The ground surface elevation at the site occurs generally between 0.8 and 1.0 m geodetic. Overall the ground surface is generally flat with no discernible slope;
  - A drainage ditch is present to the immediate north of the site, along the south side of Burrows Road;
  - There are also dikes to the east and south of the site. The dike to the south (on the private cranberry farm) varies between 1.9 and 2.7 m geodetic, and the crest of

the raised dike located immediately east of the site varies between 2.99 and 1.74 m geodetic and is also used for cranberry production;

- The site is poorly drained and is inundated with water during portions of the year, surface water and groundwater cannot flow effectively to surrounding drainages;
  - Subsoil drains and a pump station would be required to effectively drain the area if the current ground surface elevations were maintained to direct flow from the site to the Burrows Road ditch or the drainage canal to the east. On-site drainage may also be improved by soil filling at least 1.5 m and providing an approximate 2% slope to the north to allow for gravity drainage (no pumping required) to the Burrows Road ditch.
- Preliminary Geotechnical Investigation, dated July 27, 2016 evaluates soil conditions, including the following information:
    - Surficial layer of topsoil and root mat is underlain by approximately 1.5-2.1 m thick layer of silt and clay. Medium to fine grained sand was encountered below silt and clay.

#### Staff Assessment

Based on the technical reports provided, there are existing drainage issues which would need to be addressed for soil-based farming on the subject properties. The report notes that with improvements to drainage (i.e. drainage ditches, pumping stations or fill) the agricultural capability could be improved to Class 3 (from Class 4W and 4WD). Alternatively, other types of agricultural activities are permitted, such as greenhouses, nurseries or other non-soil bound agriculture (staff note that a greenhouse with concrete is not permitted without a rezoning application). The property owners have not fully attempted to improve the site for active agricultural production due to costs.

Staff do not support the proposal for the following reasons:

- **Land is designated for farming:** the subject properties are located within the ALR and are designated “Agriculture” in the Metro Vancouver Regional Growth Strategy (RGS) and the City’s OCP. Also, the subject properties are located outside the urban containment boundary, which is identified in the RGS and OCP. Prior to urban uses being considered, an application to Metro Vancouver to change the designation would be required. Removing the properties from the ALR is contrary to the objectives of the RGS and OCP to protect these areas from urban development.
- **No benefit to agriculture:** as per the OCP, existing policies include maintaining the ALR boundary to strengthen the viability of farming operations. The City’s Agricultural Viability Strategy (AVS) includes objectives to protect the ALR boundary and not support a change or loss of ALR land unless there is a substantial net benefit to agriculture. No agriculture is being conducted currently and the purpose of these applications is to eventually pursue non-agricultural uses.

- **Protection of farmland is a high priority:** as per the *Agricultural Land Commission Act* (ALCA), the purpose of the ALC is (a) to preserve the ALR, (b) to encourage farming of land within the ALR, and (c) to encourage local governments to enable and accommodate farm use of land within the ALR. This includes ALR land currently used for agriculture, as well as currently unused for farming, but which can be farmed. When considering applications, the ALC considers the agricultural capability of the land with and without improvements, and if an effort to improve the land has been attempted. The subject properties have the potential to be actively farmed with improvements to the land.

Although the subject proposal does not specifically identify an end use, previous exclusion applications on the south side of Burrows Road proposed an industrial end use, due to the industrial adjacency to the north, across Burrows Road. Adding additional industrial land may be potentially contrary the City's Industrial Land Intensification Initiative (ILII), currently under staff review, which aims to strengthen and intensify existing industrial land, rather than expanding into non-industrial areas (specifically agricultural).

The proposal to exclude the properties from the ALR also has the potential to be precedent setting for other parcels in the ALR.


### **Financial Impact**

None.

### **Conclusion**

JNA Holdings Inc., Karl, Lydia & Ulrich Wacker, & Shorewood Developments Ltd. have applied to exclude 14540, 14680 & 14920 Burrows Road from the Agricultural Land Reserve (ALR).

The proposal does not comply with the land use designation or applicable policies contained within the OCP. On this basis, it is recommended that the applications be denied.



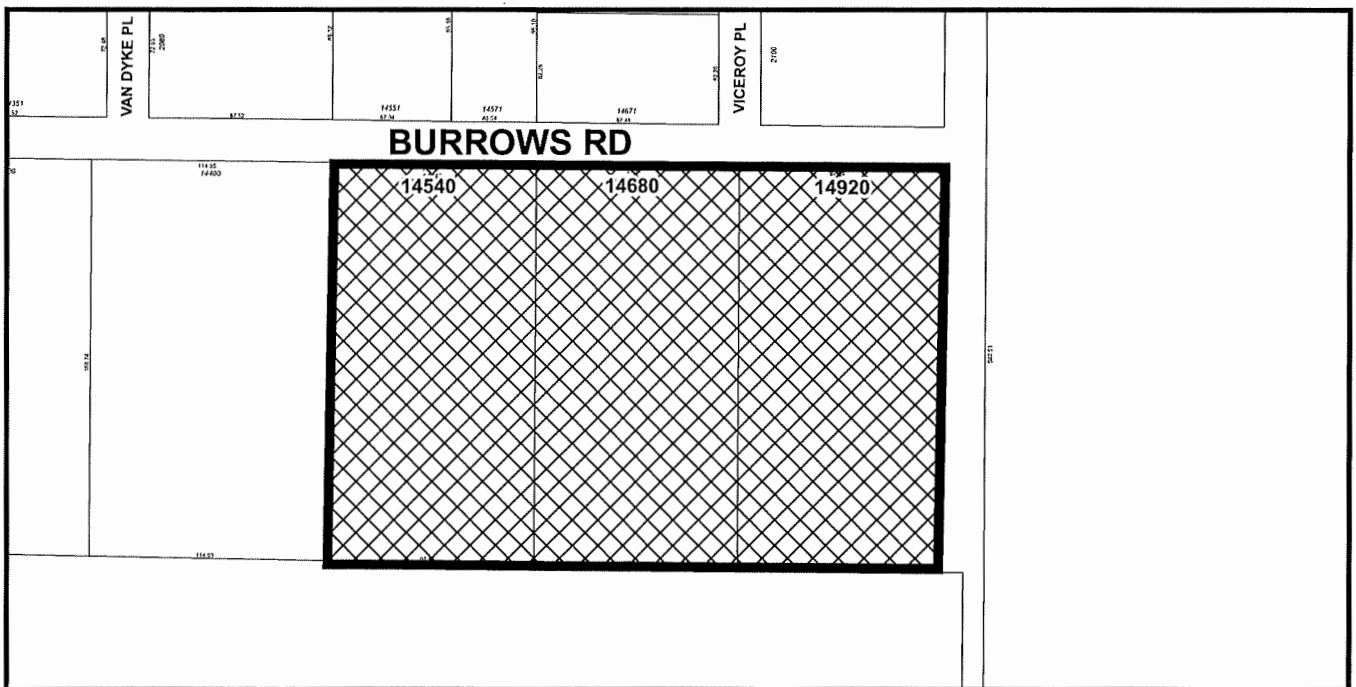
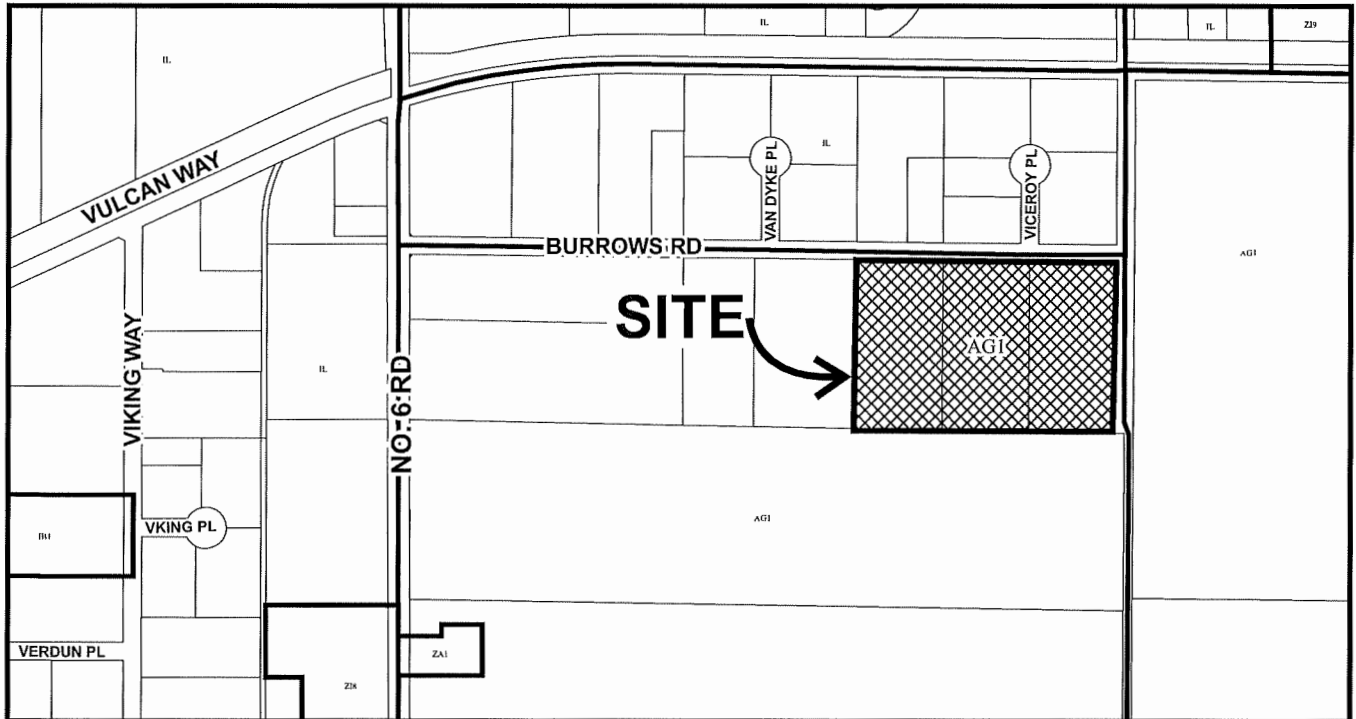
Steven De Sousa  
Planner 1

SDS:cas

- Attachment 1: Location Map and Aerial Photo
- Attachment 2: Development Application Data Sheet
- Attachment 3: Excerpt from the October 24, 2019 FSAAC Meeting Minutes
- Attachment 4: Public Correspondence
- Attachment 5: Technical Reports



City of  
Richmond



AG 19-855723  
AG 19-855800  
AG 19-855911  
CNCL - 146

Original Date: 09/19/19

Revision Date:

Note: Dimensions are in METRES





City of  
Richmond



AG 19-855723  
AG 19-855800  
AG 19-855911  
CNCL - 147

Original Date: 09/19/19

Revision Date:

Note: Dimensions are in METRES



**AG 19-855723, AG 19-855800 & AG 19-855911**

**Attachment 2**

Address: 14540, 14680 & 14920 Burrows Road

Applicant: JNA Holdings Inc., Karl, Lydia & Ulrich Wacker, & Shorewood Developments Ltd.

Planning Area(s): East Richmond

	Existing	Proposed
<b>Owner:</b>	14540: JNA Holdings Inc. 14680: Karl, Lydia & Ulrich Wacker 14920: Shorewood Developments Ltd.	No change
<b>Site Size:</b>	14540: 4.57 acres (1.85 hectares) 14680: 4.59 acres (1.86 hectares) 14920: 4.6 acres (1.86 hectares)	No change
<b>Land Uses:</b>	14540: Vacant 14680: Single-family residential 14920: Vacant	Non-agriculture
<b>OCP Designation:</b>	Agriculture	Non-agriculture
<b>Zoning:</b>	"Agriculture (AG1)"	Non-agriculture
<b>Other Designations:</b>	Agricultural Land Reserve (ALR)	Exclusion from the ALR





**AG 19-855723, AG 19-855800 & AG 19-855911**

**Attachment 2**

Address: 14540, 14680 & 14920 Burrows Road

Applicant: JNA Holdings Inc., Karl, Lydia & Ulrich Wacker, & Shorewood Developments Ltd.

Planning Area(s): East Richmond

	Existing	Proposed
<b>Owner:</b>	14540: JNA Holdings Inc. 14680: Karl, Lydia & Ulrich Wacker 14920: Shorewood Developments Ltd.	No change
<b>Site Size:</b>	14540: 4.57 acres (1.85 hectares) 14680: 4.59 acres (1.86 hectares) 14920: 4.6 acres (1.86 hectares)	No change
<b>Land Uses:</b>	14540: Vacant 14680: Single-family residential 14920: Vacant	Non-agriculture
<b>OCP Designation:</b>	Agriculture	Non-agriculture
<b>Zoning:</b>	"Agriculture (AG1)"	Non-agriculture
<b>Other Designations:</b>	Agricultural Land Reserve (ALR)	Exclusion from the ALR

	Bylaw Requirement (AG1)	Proposed	Variance
Buildable Floor Area:	Max. 400 m <sup>2</sup> (4,305 ft <sup>2</sup> )	Residential development is not proposed at this time.	None permitted
Farm Home Plate Area:	Max. 1,000 m <sup>2</sup> (10,764 ft <sup>2</sup> )		None
Single Detached Building – Setback:	Max. 50.0 m		None
Front Yard – Setback:	Min. 6.0 m		None
Interior Side Yard – Setback	Min. 1.2 m on one side and 6.0 m on the other side		None
Rear Yard – Setback	Min. 10.0 m		None
Height	Max. 2 storeys (9.0 m)		None

**Excerpt from the Meeting Minutes of the  
Food Security and Agricultural Advisory Committee (FSAAC)**

**Thursday, October 24, 2019 – 7:00 p.m.  
Rm. M.2.002  
Richmond City Hall**

**Agricultural Land Reserve Exclusion Applications at 14540, 14680 & 14920 Burrows Road**

Steven De Sousa, Planner 1, introduced the proposed exclusion applications at 14540, 14680 & 14920 Burrows Road and provided the following comments:

- The subject properties are located in the Agricultural Land Reserve (ALR) and zoned “Agriculture (AG1)”. The properties are also designated Environmentally Sensitive Area (ESA);
- The purpose of the application is to remove the three subject properties from the ALR;
- In the mid-1980s, the City once considered the area as part of a block exclusion application, however this was denied. Since then, the City has not supported the proposed exclusion from the ALR as it is contrary to the OCP’s agricultural designation and related policies;
- OCP policies include maintaining the existing ALR boundary and not supporting a loss of ALR land, unless there is a substantial net benefit to agriculture and the agricultural community is consulted; and
- The applicant has provided a series of technical reports regarding the agricultural capability of the properties.

Colin Fry, Applicants’ Agent, provided the following additional comments regarding the proposal:

- The purpose of the application is to allow the Agricultural Land Commission (ALC) to re-assess the agricultural land status of the subject properties;
- The proposal does not include an end use at this time;
- There are significant costs associated with improving the existing condition to be productive agricultural land;
- The City once considered the properties for ALR exclusion through a block exclusion application, however the Burrows Road area was denied by the ALC;
- The current zoning of the properties is “Agriculture (AG1)”, which is a reflection of the ALR designation; and
- The request is that the application be forwarded to the ALC in order to assess the agricultural suitability of the subject properties and determine if the designation as agricultural land is still appropriate.

Rod Ast, Property Owner, provided the following additional comments:

- The single-family dwelling on his property built in 1973 has significant damage to the foundation due to the adjacent cranberry bog;
- The adjacent industrial uses have caused safety concerns; and
- The property produced hay until 2010, before losing farm status, due to changing site conditions.

Discussion ensued regarding the adjacent farming operation to the south, tenure and ownership, and the purpose of excluding the properties from the ALR if no end uses are proposed.

As a result of the discussion, the Committee made the following comments:

- The existing condition of the properties presents challenges for an agricultural operation and the costs for improvement are significant;
- The projected financials in the technical reports may not reflect current market conditions; and
- The subject ALR exclusion applications may set a precedent for other small parcels in the ALR.

As a result of the discussion, the Committee made the following motion:

*That the Food Security and Agricultural Advisory Committee recommend the Agricultural Land Reserve Exclusion Applications at 14540, 14680 & 14920 Burrows Road proceed to Council for consideration of the application to move forward to the Agricultural Land Commission.*

*Defeated*

*Opposed: Sarah Drewery, Laura Gillanders, Teresa Murphy*

*Abstained: Steve Easterbrook*

COMMERCIAL REAL ESTATE SERVICES

**CBRE**

1021 West Hastings Street, Suite 2500  
Vancouver, BC V6E 0C3

April 18, 2019

City of Richmond  
6911 No. 3 Road  
Richmond, BC V6Y 2C1  
Canada

ATTN: Agricultural Planning Department – ALR Exclusion Application 14540 & 14680 Burrows Road

Dear City of Richmond,

There is no need for this land to be removed from the agricultural land reserve. The price of industrial land is based on the existing supply and is trading at record high values. For example, the Versacold property at 3231 No. 6 Road recently sold for \$4.5 million an acre due to the low supply of industrial land in the municipality. If the land on Burrows is removed from the agricultural land reserve, it is not fair to the existing industrial land owners since it will devalue their property while setting precedent for future application for removal from the ALR. An additional example, I recently sold 14291 Burrows Road which transacted for \$8 million (20,000 SF building on 1.1 acres) because there was no alternative supply of available properties.

The argument that the land should be removed because it is not fit for farming is NOT TRUE. Farm land in Richmond is some of the best in BC because there are very few low temperature days, a consistent supply of water, and the slope allows for good farming as it is on a relatively level grade.

I do not support this land being removed from the agricultural land reserve because it will set a bad precedent and will set an example for future ALR exclusion applications.

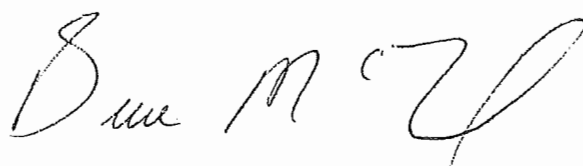
Sincerely,



Bruce Richardson  
Vice President  
Industrial Properties Group  
Direct Line (604) 662-5127  
bruce.richarson@cbre.com

Soil and land capability assessment for the property  
located at 14540 Burrows Road, Richmond, BC

Prepared by:

A handwritten signature in black ink, appearing to read 'Bruce McTavish', with a stylized flourish at the end.

Bruce McTavish, MSc, MBA, PAg, RPBio,

&

Elizabeth Kenney MSc, PAg

McTavish Resource & Management Consultants Ltd.

2858 Bayview Street, Surrey, BC, V4A 2Z4

September 28, 2016

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## 1.0 Introduction

McTavish Resource & Management Consultants Ltd. was requested by the property owners to conduct a soils and landscape assessment for property located at 14540 Burrows Road, Richmond BC. A field visit was made on May 5, 2016. The objective of the fieldwork was to assess the agricultural capability of the land, determine the soil series and determine agricultural limitations on the property.

## 2.0 Methodology

Three field investigations were conducted at GPS locations 548, 549 & 550 as seen in Figure 1. At each site an excavator was used to dig the soil to depths of 120-190 cm. For each site the soils were described in terms of profile morphology including horizonation, depths, soil textures, coarse fragments, mottles, and depth to water table. The site landscapes were described in terms of landform, surficial materials, surface stoniness, slope, and soil drainage. The soils observed were identified to soil series and were then compared to the existing soil mapping for the subject property (Figure 2).

The soils were also compared to the existing agricultural capability mapping for the subject property (Figure 3). Two soil samples were collected for chemical analysis. The three surface horizons were composited into one sample for analysis to represent the surface Op. The second soil sample consisted of a composite sample from the underlying subsurface B horizons from the three sample points.



Figure 1 Soil sampling sites

### 3.0 Summary of the soil observations

The May 5, 2016 soil sampling verified the existing soil mapping to varying degrees. The existing mapping which was done at 1:25,000 scale recognized 2 different soils occurring within the subject area (Figure 2). The existing mapping reports the landscape as gently undulating with slopes between 0.5 and 2%. The surface stoniness class was mapped as S0 Non Stony land. These mapped soils are shallow organic accumulations (15-40 cm thick) overlaying moderately fine to fine textured fluvial and deltaic deposits: Annis (AN) – Peaty Gleysols and soils that have developed from 40-160 cm of mainly well decomposed organic materials which overly moderately fine to fine textured deltaic deposits: Richmond (RC) – Terric Humisols.

All three sample sites fell within the existing soil mapping polygon AN60% -RC 40%/b, S0 and were classified as belonging to the Annis soil series (Table 1). No obvious Richmond soil was observed on the subject property although GPS Sites 548 and 549 had surface organic layers that were 40 cm thick in places and could be called Richmond soil series.

Annis soils differ from the Richmond soils in the thickness of the overlying organic materials. None of the three sample sites on the subject property had organic surfaces >40 cm. While GPS Sites 548 and 549 had surface organic layers that were 40 cm thick in places the thickness was not consistently 40 cm or more, but varied to less than 40 cm in places. Therefore soils from Sites 548 & 549 are better classified as Peaty Gleysols belonging to the Annis soil series.

All soils on the property have poor to very poor drainage characteristics that are a function of soil texture, subsoil compaction and location in the regional topography (Table 2).

Table 1 Soil series observed on the property

Soil observation GPS numbers	Soil polygon map unit name	Soil series occurring at the soil observation site
548	AN60%-RC 40%/b,S0	AN/b, S0 Annis borderline with Richmond RC/b,S0
549	AN60% -RC 40%/b,S0	AN/b, S0 Annis borderline with Richmond RC/b,S0
550	AN60% -RC 40%/b,S0	AN/b, S0 Annis



Table 2 Soil properties and drainage characteristics

Soil symbol	Soil name	Soil texture and parent material	Soil drainage
AN	Annis	Shallow organic matter accumulations (15-40 cm) that overlie moderately fine to fine textured Fraser River floodplain and deltaic deposits. Surfaces are generally well decomposed humic organic materials. Subsurface and subsoils are silty clay loam or silty clay. At depths below 1 metre medium or fine sand may occur. These deeper materials maybe saline in the deltaic deposits.	Poorly to very poorly drained
RC	Richmond	40-160 cm of mainly well decomposed organic materials overlying moderately fine and fine deltaic materials. Surfaces vary from moderately to well decomposed depending on length of time under cultivation. Subsurface organic materials are well decomposed humic materials. The underlying mineral soil is silt loam to silty clay loam. The mineral soil is often massive and contains the remains of old plant roots and stems. The mineral soil maybe saline.	Very poorly drained Water tables at or near surface during most of the winter early spring but recede somewhat during the growing season

From Luttmerring 1981



Figure 2 Existing soil map

Luttmerring 1980 Scale 1:25,000

[http://www.env.gov.bc.ca/esd/distdata/ecosystems/Soil\\_Data/SIFT/Soil\\_\\_AgCap\\_KML\\_Files/](http://www.env.gov.bc.ca/esd/distdata/ecosystems/Soil_Data/SIFT/Soil__AgCap_KML_Files/).



Figure 3 Historical agricultural capability

[http://www.env.gov.bc.ca/esd/distdata/ecosystems/Soil\\_Data/SIFT/Soil\\_AgCap\\_KML\\_Files/](http://www.env.gov.bc.ca/esd/distdata/ecosystems/Soil_Data/SIFT/Soil_AgCap_KML_Files/)

## 4.0 Agricultural capability

The historic mapping of this property indicates that the unimproved agricultural capability is 60% 4WD – 40% O4WL improvable with drainage to 60% 3DW – 40% O3LW (Table 3)

Table 3 Agricultural capability from historic mapping

Unimproved agricultural capability	Improved agricultural capability
60% 4WD – 40% O4WL	60% 3DW – 40% O3LW

W = Excess water

D = Undesirable soil structure and/or low perviousness

L = Degree of decomposition – permeability for organic soils (O)

Based on the site visit of May 5, 2016 the agricultural capability of the subject property is unimproved 4WD improvable to 3DW by improving drainage (Table 4). The landscape topography is not limiting and there are no limitations due to coarse fragments. At the time of sampling (May 5 – late spring) the water table was at or below 1 metre. The presence of an organic surface layer and mottling in the surface mineral soils indicate that the soils are experiencing water levels at or near the surface during the winter months. The lack of mottles in the lower C horizon (depths ~ 100 cm+) at Site 549 indicates that the soil at depth remains wet or saturated and remains in a reduced state.

The mineral soils underlying the organic surface horizon are silty clay in texture and are sticky when wet. The deeper C horizons are also more massive in terms of soil structure. The texture and structure of the subsurface and subsoils are consistent with a 3D limitation for undesirable soil structure and/or low perviousness.

Based on interviews with the owner and a review of the Hydrologist's report it is evident that the property has water at the surface and/or the soil is in a saturated condition for the winter and early spring with at least 4 months of the year that the land is not accessible. This corresponds with the soil observations and confirms the unimproved class 4W capability classification for the majority of the site.

"The ground surface is flat with no discernible grades to surface water drainage on any side of the Site. Evidence indicates surface water cannot flow to drainages located on the north and east sides of the Site. There are dykes located up to 2.4 higher than the property on the south and east sides which prevent runoff in these directions."<sup>1</sup>

Table 4 Agricultural capability based on site observations

Soil observation GPS numbers	Soil	Unimproved	Improved
548	Annis	4WD	3DW
549	Annis	4WD	3DW
550	Annis	4WD	3DW

## 5.0 Soil Management

The soil management considerations and crop suitability are provided in Table 5 based on the observed soil mapping. The soil management groupings of the Fraser Valley Soils and the crop suitability for each management group has been well documented in two reports (Luttmerding, 1984 and Bertrand et Al, 1991). Table 5 draws on these two publications for management and crop suitability as well as on Luttmerding 1981.

---

<sup>1</sup> Active Earth Engineering August 29, 2016. Preliminary Hydrology Assessment 14920, 14680, 14540, 14400, and 14300 Burrows Road, Richmond BC



Table 5 Soil management and crop suitability

Soil name	Soil management considerations from Bertrand et Al 1991 and Luttmerding 1984	Crop suitability from Bertrand et Al 1991 and Luttmerding 1984
Annis	<p>Poor drainage is the main agricultural limitation Underdrains need to be closely spaced due to the moderately to slow perviousness nature of the subsoils Periodic subsoiling to loosen the silty clay subsoils is required to maintain the underdrains efficiency as well as to improve aeration and root distribution Management required to minimize loss of the organic surface layer Liming will generally be required to improve crop production High water tables and variable bearing strengths also make road and building construction difficult and basements impractical</p>	<p>Suited crops include pasture and forage crops, blueberries, and annual field crops including: annual legumes, cereals, cole crops, corn, root crops excluding carrots, and shallow rooted annual vegetables</p> <p>Unsuited crops include nursery and Christmas trees, raspberries, strawberries and tree fruits because even with artificial drainage the soils will still have excessive water for the production of these crops</p>
Richmond	<p>Poor drainage and high water tables especially during the winter are the main agricultural limitations Drainage controls require close spacing Soils tend to be very acidic and require liming Management required to minimize loss of the organic surface layer Exposed soil surfaces are prone to wind and water erosion High watertables and variable bearing strengths also make road and building construction difficult and basements impractical</p>	<p>Suited crops include pasture and forage crops, blueberries, and annual field crops including annual legumes, cereals, cole crops, corn, root crops, and shallow rooted annual vegetables These soils can be productive for intensive vegetable production with adequate water table control</p> <p>Unsuited crops include nursery and Christmas trees, raspberries, strawberries and tree fruits because even with artificial drainage the soils will still have excessive water to allow for the production of these crops</p>

### 5.1 Site improvement for agriculture

For field agriculture production (other than pasture) to be viable on this property drainage must be improved. This requires the installation of subsurface drainage and having a drainage ditch of adequate depth for the subsurface drains to discharge. At the present time no ditches are available for gravity discharge and the only potential outlet would be to install a pumping station to discharge water into the large drainage channel to the east of the adjacent property. This would require a jointly owned/operated pumping infrastructure and an easement through the two adjacent properties.

A second option is the fill the site; raising the elevation high enough above the water table to improve drainage for production of annual vegetable, forage and/or small berry crops.

## References

Bertrand, RA, GA Hughes-Games, DC Nikkel 1991. Soil Management Handbook for the Lower Fraser Valley, 2nd edition. BC Ministry of Agriculture, Fisheries and Food, Abbotsford, BC, 115 pp.

[http://www.env.gov.bc.ca/esd/distdata/ecosystems/Soil\\_Data/SIFT/Soil\\_\\_AgCap\\_KML\\_Files/](http://www.env.gov.bc.ca/esd/distdata/ecosystems/Soil_Data/SIFT/Soil__AgCap_KML_Files/)

Kenk, E 1983. Land Capability Classification for Agriculture in British Columbia, MOE Manual 1. BC Ministry of Environment and BC Ministry of Agriculture, Kelowna, BC, 62 pp.

Luttmerding, HA 1980. Soils of The Langley-Vancouver Map Area, Report No. 15 British Columbia Soil Survey, Volume 1, Soil Map Mosaics and Legend, Lower Fraser Valley (Scale 1: 25,000). Assessment and Planning Division, BC Ministry of Environment. Kelowna, BC, 42 pp.

Luttmerding, HA 1981. Soils of the Langley-Vancouver Map Area, Report No. 15 British Columbia Soil Survey, Volume 3, Description of the Soils. Assessment and Planning Division, BC Ministry of Environment. Kelowna, BC, 227 pp.

Luttmerding, HA 1984. Soils of The Langley-Vancouver Map Area, Report No. 15 British Columbia Soil Survey, Volume 5, Agriculture Soil Management Groups. Surveys and Resource Mapping Branch, BC Ministry of Environment. Kelowna, BC. 104 pp.

Soil Classification Working Group. 1998. The Canadian System of Soil Classification, 3rd Ed. Agriculture and Agri-Food Canada Publication 1646, 187 pp. ISBN 0-660-17404-9.

## Appendix I Soil observations

The following discussion summarizes the observations made at each of the soil sample sites in terms of soil and landscape properties.

### Sample Site 548

SOIL SERIES: Annis (Borderline Richmond)

SOIL CLASSIFICATION: Orthic Gleysol peaty phase (Borderline Terric Humisol)

PARENT MATERIAL: Shallow organic accumulations overlaying moderately fine too fine textured fluvial and deltaic deposits.

DRAINAGE: Poor to very poor

WATERTABLE at TIME of SAMPLING: 100 cm

SURFACE STONINESS: Non Stony

ROOT RESTRICTING LAYER: None.

TOPOGRAPHY: Gently undulating (0.5-2% slopes)

VEGETATION & LAND USE: Reed canary grass

Horizon	Depth (cm)	Coarse Fragments (% by volume)	Texture	Moisture	Comments
Op	0-40	0	Humic	moist	Well decomposed organic matter thickness varies from 34-40 cm Borderline with the Richmond soil series: calling Annis as the thickness varies to less than 40 cm
Bg	40-70	0	SiC	moist	Common, fine mottles, some structure, contains plentiful roots
Cg	70-110	0	SiC-SiCL	wet	Common medium prominent mottles, contains plentiful roots



Soil at Site 548

#### Sample site 549

SOIL SERIES: Annis (borderline Richmond)

SOIL CLASSIFICATION: Orthic Gleysol peaty phase (borderline Terric Humisol)

PARENT MATERIAL: Shallow organic accumulations overlaying moderately fine too fine textured fluvial and deltaic deposits.

DRAINAGE: Poor

WATERTABLE at TIME of SAMPLING: 120 cm

SURFACE STONINESS: Non Stony

ROOT RESTRICTING LAYER: None

TOPOGRAPHY: Gently undulating (0.5-2% slopes)

VEGETATION & LAND USE: Reed canary grass

Profile description Site 549

Horizon	Depth (cm)	Coarse Fragments (% by volume)	Texture	Moisture	Comments
Op	0-40	0	Humic	moist	Well decomposed organic matter Borderline with the Richmond soil series: calling this soil Annis as the thickness is 40 cm and in places it is less than 40 cm
Bg	40-93	0	SiC	moist	Common, medium mottles, some structure, contains plentiful roots, contains sand pockets
Cg	93-150	0	SiC	wet	No mottles, contains plentiful roots



Soil at Site 549



## Sample Site 550

SOIL SERIES: Annis

SOIL CLASSIFICATION: Orthic Gleysol peaty phase

PARENT MATERIAL: Shallow organic accumulations overlaying moderately fine to fine textured fluvial and deltaic deposits.

DRAINAGE: Poor

WATERTABLE at TIME of SAMPLING: 120 cm

SURFACE STONINESS: Non Stony

ROOT RESTRICTING LAYER: None.

TOPOGRAPHY: Gently undulating (0.5-2% slopes)

VEGETATION & LAND USE: Reed canary grass and horsetail

Horizon	Depth (cm)	Coarse Fragments (% by volume)	Texture	Moisture	Comments
Op	32-0	0	Humic	moist	Well decomposed organic matter
Bg	0-60	0	SiC	moist	Common, medium-fine mottles, contains plentiful roots
Cg	60-120	0	SiC	moist	Few fine-medium distinct mottles, contains roots

## Appendix II Soil laboratory analysis

Chemical analysis – Soil quality laboratory results from selected soil horizons for the composited sample of the three GPS locations

GPS Site #	Horizon	pH 1:2 water extract	EC (dS/m) saturated paste 1:2	OM % loss on ignition
548 549 550	Op Surface horizon	5.4 Acidic *	0.17 Non saline	30.4 High
548 549 550	B Subsurface Horizon	5.6 Acidic *	0.20 Non saline	Not determined

\* Soil Reaction Class: The Canadian System of Soil Classification 3<sup>rd</sup> edition.1998. Soil Classification Working Group. Research Branch, Agriculture and Agri-Food Canada Publication 1646. National research Council, Ottawa, Canada. 187 pages.

Chemical analysis – Nutrient analysis laboratory results from selected soil horizons for the composited sample of the three GPS locations

Nutrient analysis (ppm)													
GPS Site #	Horizon	N*	P	K	S**	Ca	Mg	Fe	Cu	Zn	B	Mn	Cl
548 549 550	Op	<2 D <sup>1</sup>	20 M <sup>2</sup>	51 D <sup>1</sup>	11 O <sup>3</sup>	1520 O <sup>3</sup>	142 O <sup>3</sup>	250 O <sup>3</sup>	0.8 M <sup>2</sup>	2.1 O <sup>3</sup>	0.2 D <sup>1</sup>	0.8 D <sup>1</sup>	4 D <sup>1</sup>
548 549 550	B	<2 D <sup>1</sup>			23 O <sup>3</sup>								

N\* nitrate-N

S\*\* sulphate-S

D<sup>1</sup> deficient nutrient status

M<sup>2</sup> marginal nutrient status

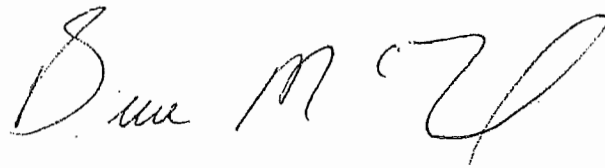
O<sup>3</sup> optimum nutrient status

#### **E<sup>4</sup> excess nutrient status**

The chemical data indicate that the soils in the subject property are non saline, are acidic in terms of soil acidity, and are deficient in nitrogen, potassium, boron, manganese, and chlorine. The nutrient levels of phosphorus and copper are marginal, whereas the levels for the other nutrients measured are optimal status.

Soil and land capability assessment for the property  
located at 14680 Burrows Road, Richmond BC

Prepared by:

A handwritten signature in black ink, appearing to read 'Bruce McTavish', written in a cursive style.

Bruce McTavish, MSc, MBA, PAg, RPBio

&

Elizabeth Kenney MSc, PAg

McTavish Resource & Management Consultants Ltd.

2858 Bayview Street, Surrey BC, V4A 2Z4

October 31, 2016

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## 1.0 Introduction

McTavish Resource & Management Consultants Ltd. was requested by the property owners to conduct a soils and agricultural capability assessment for property located at 14680 Burrows Road, Richmond BC. A field visit was made on May 5, 2016. The objective of the fieldwork was to assess the agricultural capability of the land, determine the soil series and determine agricultural limitations on the property.

## 2.0 Methodology

Three field investigations were conducted at GPS locations 542, 543 and 544 as seen in Figure 1. At each site an excavator was used to dig the soil to depths of 120-150 cm. For each site the soils were described in terms of profile morphology including horizonation, depths, soil textures, coarse fragments, mottles, and depth to water table. The site landscapes were described in terms of landform, surficial materials, surface stoniness, slope, and soil drainage.

The soils observed were identified to soil series and then compared to the existing soil mapping for the subject property (Figure 2). The soils were also compared to the existing agricultural capability mapping for the subject property (Figure 3).

Two soil samples were collected for chemical analysis. The three surface horizons were composited into one sample for analysis to represent the surface Op. The second soil sample consisted of a composite sample of the underlying subsurface B horizons from the three sample points.



Figure 1 Soil sampling sites

### 3.0 Summary of soil observations

The May 5, 2016 soil sampling confirmed the existing soil mapping. The existing mapping, which was done at 1: 25,000 scale, recognized 2 different soils occurring within the subject area (Figure 2). The existing mapping reports the landscape as gently undulating with slopes between 0.5 and 2%. The surface stoniness class was mapped as S0 Non Stony land. These mapped soils are shallow organic accumulations (15-40 cm thick) overlying moderately fine to fine textured fluvial and deltaic deposits: Annis (AN) – Peaty Gleysols, and soils that have developed from 40-160 cm of mainly well decomposed organic materials which overlie moderately fine to fine textured deltaic deposits: Richmond (RC) – Terric Humisols.

All three sample sites fell within the existing soil mapping polygon AN 60%-RC 40%/b,S0. GPS Sites 543 and 544 were classified as belonging to the Annis soil series, and GPS Site 542 was classified as belonging to the Richmond soil series. Annis soils differ from Richmond soils in the thickness of the overlying organic materials. One of the three sample sites on the subject property, GPS 542, had organic surfaces >40 cm. The Richmond soil sampled trended towards the Annis soil as the thickness of the organic surface layer was only 45 cm.

Table 1 indicates which landscape unit number and soil polygon the observations occurred in, and Table 2 summarizes soil properties and drainage characteristics.

Table 1 Soil series observed on the property

<b>Soil observation GPS numbers</b>	<b>Soil polygon map unit name</b>	<b>Soil series occurring at the soil observation site</b>
542	AN60% -RC 40%/b, S0	RC/b, S0 Richmond
543	AN60% -RC 40%/b, S0	AN/b, S0 Annis
544	AN60% -RC 40%/b, S0	AN/b, S0 Annis



Table 2 Soil properties from existing mapping

Soil symbol	Soil name	Soil texture and parent material	Soil drainage
AN	Annis	Shallow organic matter accumulations (15-40 cm) overlying moderately fine to fine textured Fraser River floodplain and deltaic deposits. Surfaces are generally well decomposed humic organic materials. Subsurface and subsoils are silty clay loam or silty clay. At depths below 1 metre medium or fine sand may occur. These deeper materials maybe saline in the deltaic deposits.	Poorly to very poorly drained
RC	Richmond	40-160 cm of mainly well decomposed organic materials overlying moderately fine and fine deltaic materials. Surfaces vary from moderately to well decomposed, depending on length of time under cultivation. Subsurface organic materials are well decomposed humic materials. The underlying mineral soil is silt loam to silty clay loam. The mineral soil is often massive and contains the remains of old plant roots and stems. The mineral soil may be saline.	Very poorly drained. Water tables at or near surface during most of the winter and early spring, receding somewhat during the growing season

From Luttmerding 1981



Figure 2 Existing soil mapping (Luttmerding 1980 Scale 1:25,000)

[http://www.env.gov.bc.ca/esd/distdata/ecosystems/Soil\\_Data/SIFT/Soil\\_AgCap\\_KML\\_Files/](http://www.env.gov.bc.ca/esd/distdata/ecosystems/Soil_Data/SIFT/Soil_AgCap_KML_Files/)



Figure 3 Existing agricultural capability

([http://www.env.gov.bc.ca/esd/distdata/ecosystems/Soil\\_Data/SIFT/Soil\\_AgCap\\_KML\\_Files/](http://www.env.gov.bc.ca/esd/distdata/ecosystems/Soil_Data/SIFT/Soil_AgCap_KML_Files/))

## 4.0 Agricultural capability

The mapped agricultural capability indicates that the unimproved agricultural capability is 60% 4WD and 40% O4W (Figure 3 and Table 3).

Table 3 Agricultural capability from historic mapping

Unimproved agricultural capability	Improved agricultural capability
60% 4WD – 40% O4WL	60% 3DW – 40% O3LW

W = Excess water

D = Undesirable soil structure and/or low perviousness

L = Degree of decomposition - permeability for organic soils (O)

Based on the site visit of May 5, 2016 the agricultural capability of the subject property is unimproved 4WD improvable to 3DW by improving drainage for the Annis soils (GPS Sites 543 and 544). The agricultural capability of the southern half of the subject property is unimproved O4WL to O5W, improvable to O3LWD by improving drainage.

Based on interviews with the owner, review of the Hydrologist's report for this property and soil observations it is evident that the property has water at the surface and/or the soil is in a saturated condition from the early winter until late spring with up to 7 months of the year that the land is not accessible by farm equipment due to saturated soil conditions.



"The ground surface is flat with no discernible grades to surface water drainage on any side of the Site. Evidence indicates surface water cannot flow to drainages located on the north and east sides of the Site. There are dykes located up to 2.4 higher than the property on the south and east sides which prevent runoff in these directions."<sup>1</sup>

Based on an interview with the landowner of 14680 Burrows Road, there has been a significant deterioration in the agricultural capability of the land since the construction of the cranberry bog to the south of the property. The land owner claims that the land has become increasingly wet for longer periods of time. This is verified by the fact that the land had been in continuous cultivation for 40 years and had farm status until 2011<sup>2</sup>. Farm tax status was lost in 2011 due to the constant wet soil conditions resulting in the inability to grow or harvest hay on the property.

The hydrological isolation of the property to the south and east combined with the culvert invert elevations and shallow slope of the Burrow Road ditch results in long term water retention on the subject property. A soil wetness (poor drainage) transition has been observed on this property resulting in the land capability for agricultural classification deteriorating on much of the property from 4W to 5W.

The landscape topography is not limiting and there are no limitations due to coarse fragments. At the time of sampling (May 5 – late spring) the water table was at or below 1 metre. The presence of an organic surface layer and mottling in the surface mineral soils indicate that the soils experience water levels at or near the surface during the winter months.

At Sites 542 and 543 the mineral soils underlying the organic surface horizon are clay in texture and are sticky when wet. The mineral soil at Site 544 was not as fine textured and was silty clay loam. The deeper C horizons are also more massive in terms of soil structure. The texture and structure of the subsurface and subsoils are consistent with a 3D limitation for undesirable soil structure and/or low perviousness.

Table 4 Agricultural capability based on site observations

Soil observation GPS numbers	Soil	Unimproved	Improved
542	Richmond	O4WL – O5W	O3LWD
543	Annis	4WD – 5WD	3DW
544	Annis	4WD – 5WD	3WD

<sup>1</sup> Active Earth Engineering August 29, 2016. Preliminary Hydrology Assessment 14920, 14680, 14540, 14400, and 14300 Burrows Road, Richmond BC

<sup>2</sup> Review of BC Assessment documents 2010, 2011 and 2012.

## 5.0 Soil Management

The soil management considerations and crop suitability is provided in Table 5 based on the observed soil mapping. The soil management groupings of the Fraser Valley soils and the crop suitability for each management group has been well documented in two reports (Luttmerding, 1984 and Bertrand et Al, 1991). Table 5 draws on these two publications for management and crop suitability as well as on Luttmerding, 1981.

Table 5 Soil management and crop suitability

Soil name	Soil management considerations from Bertrand et Al 1991 and Luttmerding 1984	Crop suitability from Bertrand et Al 1991 and Luttmerding 1984
Annis	<p>Poor drainage is the main agricultural limitation Underdrains need to be closely spaced due to the moderately to slow perviousness nature of the subsoils Periodic subsoiling to loosen the silty clay subsoils is required to maintain the underdrains efficiency as well as to improve aeration and root distribution Management required to minimize loss of the organic surface layer Liming will generally be required to improve crop production High water tables and variable bearing strengths also make road and building construction difficult and basements impractical</p>	<p>Suited crops include pasture and forage crops, blueberries, and annual field crops including: annual legumes, cereals, cole crops, corn, root crops excluding carrots, and shallow rooted annual vegetables</p> <p>Unsuited crops include nursery and Christmas trees, raspberries, strawberries and tree fruits because even with artificial drainage the soils will still have excessive water for the production of these crops</p>
Richmond	<p>Poor drainage and high water tables especially during the winter are the main agricultural limitations Drainage controls require close spacing Soils tend to be very acidic and require liming Management required to minimize loss of the organic surface layer Exposed soil surfaces are prone to wind and water erosion High water tables and variable bearing strengths also make road and building construction difficult and basements impractical</p>	<p>Suited crops include pasture and forage crops, blueberries, and annual field crops including annual legumes, cereals, cole crops, corn, root crops, and shallow rooted annual vegetables These soils can be productive for intensive vegetable production with adequate water table control</p> <p>Unsuited crops include nursery and Christmas trees, raspberries, strawberries and tree fruits because even with artificial drainage the soils will still have excessive water to allow for the production of these crops</p>

## 5.1 Site improvement for agriculture

For field agriculture production, other than pasture to be viable on this property drainage must be improved. This requires the installation of subsurface drainage and having a drainage ditch of adequate depth for the subsurface drains to discharge. The city ditch on Burrows Road has a slope of approximately 0.05% available for gravity discharge which can not remove water at an adequate rate therefore the only potential drainage solution is to install a pumping station to discharge water into the large drainage channel east of the adjacent property. This would require a jointly owned/operated pumping infrastructure and an easement through the adjacent property.

A second option is the fill the site; raising the elevation high enough above the water table to improve drainage for production of annual vegetable, forage and/or small berry crops.

## References

Bertrand, RA, GA Hughes-Games, DC Nikkel, 1991. Soil Management Handbook for the Lower Fraser Valley, 2nd edition. BC Ministry of Agriculture, Fisheries and Food, Abbotsford, BC, 115 pp.

[http://www.env.gov.bc.ca/esd/distdata/ecosystems/Soil\\_Data/SIFT/Soil\\_\\_AgCap\\_KML\\_Files/](http://www.env.gov.bc.ca/esd/distdata/ecosystems/Soil_Data/SIFT/Soil__AgCap_KML_Files/)

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Luttmerding, HA 1981. Soils of the Langley-Vancouver Map Area, Report No. 15 British Columbia Soil Survey, Volume 3, Description of the Soils. Assessment and Planning Division, BC Ministry of Environment. Kelowna, BC, 227 pp.

Luttmerding, HA 1984. Soils of The Langley-Vancouver Map Area, Report No. 15 British Columbia Soil Survey, Volume 5, Agriculture Soil Management Groups. Surveys and Resource Mapping Branch, BC Ministry of Environment. Kelowna, BC, 104 pp.

Soil Classification Working Group. 1998. The Canadian System of Soil Classification, 3rd Ed. Agriculture and Agri-Food Canada Publication 1646, 187 pp. ISBN 0-660-17404-9.

## Appendix I Soil observations

The following discussion summarizes the observations made at each of the soil sample sites in terms of soil and landscape properties.

### Sample Site 542

SOIL SERIES: Richmond

SOIL CLASSIFICATION: Terric Humisol

PARENT MATERIAL: Well decomposed organic accumulations (40-160 cm thick) overlaying moderately fine to fine textured deltaic deposits.

DRAINAGE: Poor to very poor

WATERTABLE at TIME of SAMPLING: 100 cm

SURFACE STONINESS: Non Stony

ROOT RESTRICTING LAYER: 55 cm massive subsoil

TOPOGRAPHY: Gently undulating (0.5-2% slopes)

VEGETATION & LAND USE: Reed canary grass

Horizon	Depth (cm)	Coarse Fragments (% by volume)	Texture	Comments
Op	45-0	0	Humic	Well decomposed organic matter containing pockets of sand
Cg1	45-55	0	SiCL	Faint mottles
Cg2	55-155	0	C	Massive: no structure, grey with common mottles water piping in at 100 cm

### Sample site 543

SOIL SERIES: Annis

SOIL CLASSIFICATION: Rego Gleysol peaty phase

PARENT MATERIAL: Shallow organic accumulations overlaying moderately fine to fine textured fluvial and deltaic deposits

DRAINAGE: Poor to very poor

WATERTABLE at TIME of SAMPLING: 100 cm

SURFACE STONINESS: Non Stony

ROOT RESTRICTING LAYER: 25 cm massive subsoil

TOPOGRAPHY: Gently undulating (0.5-2% slopes)

VEGETATION & LAND USE: Reed canary grass

Horizon	Depth (cm)	Coarse Fragments (% by volume)	Texture	Comments
Op	25-0	0	Humic	Well decomposed organic matter
Cg	0-110	0	C	Massive: no structure, grey with common mottles water piping in at 100 cm

#### Sample Site 544

SOIL SERIES: Annis

SOIL CLASSIFICATION: Orthic Gleysol peaty phase

PARENT MATERIAL: Shallow organic accumulations overlaying moderately fine to fine textured fluvial and deltaic deposits.

DRAINAGE: Poor

WATERTABLE at TIME of SAMPLING: 136 cm

SURFACE STONINESS: Non Stony

ROOT RESTRICTING LAYER: None

TOPOGRAPHY: Gently undulating (0.5-2% slopes)

VEGETATION & LAND USE: Reed canary grass

Horizon	Depth (cm)	Coarse Fragments (% by volume)	Texture	Moisture	Comments
Op	17-0	0	Humic	moist	Well decomposed organic matter
Bgj	0-36	0	Medium S	moist	Few, fine faint mottles, medium sand
BCg	36-120	0	SiCL	moist	Common, fine-medium prominent mottles, well-structured: prismatic structure, contains sand pockets, clay skins, roots, earthworm present at 75 cm
Cg1	120-130	0	SiCL	moist	
Cg2	130-155	0	SiCL	wet	Water at 136 cm



Figure 4 Vegetation and soil at Site 544



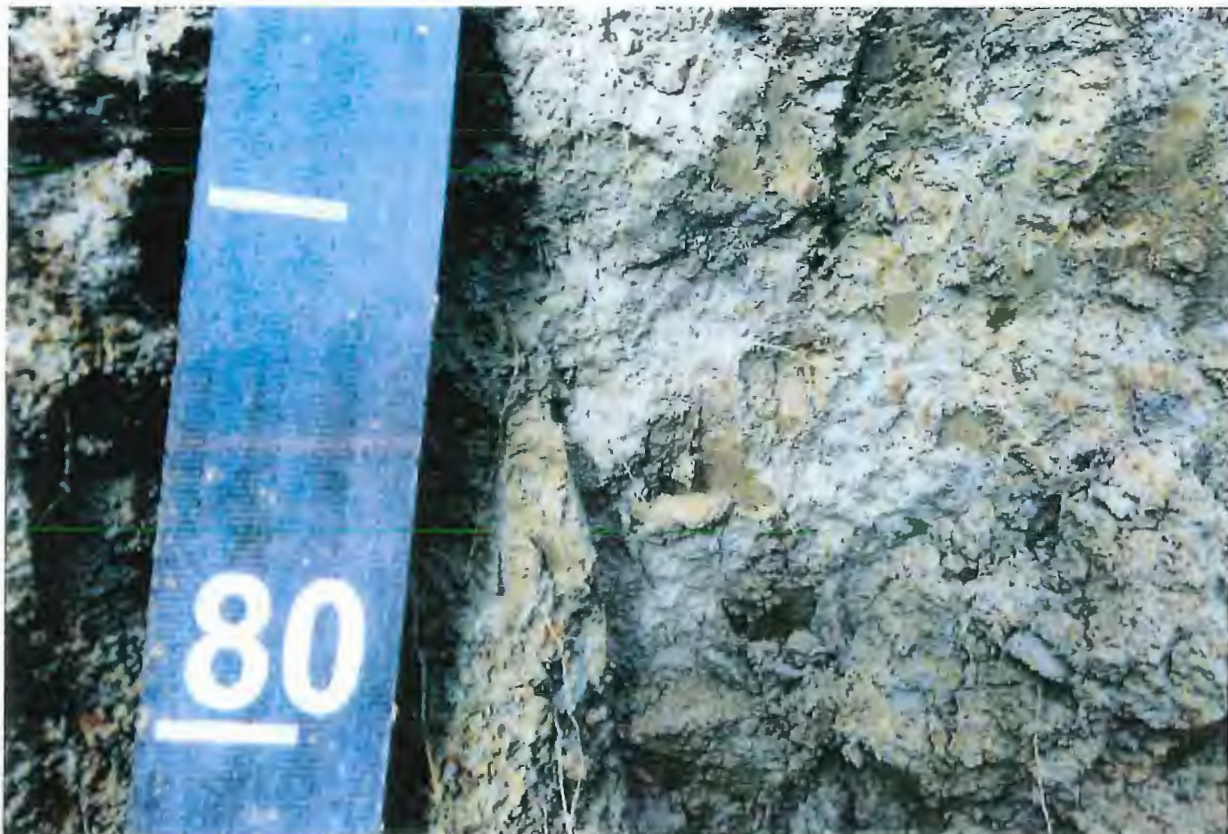


Figure 5 Mottles and roots at 80 cm found at Site 544

## Appendix II Soil chemical analysis

Chemical analysis – Soil Quality laboratory results from selected soil horizons for the composited sample of the three GPS locations

GPS Site #	Horizon	pH 1:2 water extract	EC (dS/m) Saturated paste 1:2	OM % Loss on ignition
542 543 544	Op Surface horizon	5.3 Acidic *	0.15 Non saline	33.6 High
542 543 544	B Subsurface horizon	6.2 Neutral *	0.08 Non saline	Not determined

\* Soil Reaction Class: The Canadian System of Soil Classification 3<sup>rd</sup> edition.1998. Soil Classification Working Group. Research Branch, Agriculture and Agri-Food Canada Publication 1646. National Research Council, Ottawa, Canada. 187 pages.

Chemical analysis – Nutrient analysis laboratory results from selected soil horizons for the composited sample of the three GPS locations

Nutrient analysis (ppm)													
GPS Site #	Horizon	N*	P	K	S**	Ca	Mg	Fe	Cu	Zn	B	Mn	Cl
542 543 544	Op	<2 D <sup>1</sup>	7 D <sup>1</sup>	39 D <sup>1</sup>	5 M <sup>2</sup>	1860 E <sup>4</sup>	67 O <sup>3</sup>	194 O <sup>3</sup>	0.8 M <sup>2</sup>	4.9 O <sup>3</sup>	0.2 D <sup>1</sup>	1.0 M <sup>2</sup>	5.8 M <sup>2</sup>
542 543 544	B	<2 D <sup>1</sup>			3 M <sup>2</sup>								

N\* nitrate-N

S\*\* sulphate-S

D<sup>1</sup> deficient nutrient status

M<sup>2</sup> marginal nutrient status

O<sup>3</sup> optimum nutrient status

E<sup>4</sup> excess nutrient status

The chemical data indicate that the soils in the subject property are non-saline, are acidic in the surface layer and neutral in the subsurface in terms of soil acidity, and are deficient in nitrogen, phosphorus, potassium and boron. The nutrient levels of sulphur, copper, manganese, and chlorine are marginal, and there is an excess of calcium, whereas the levels for the other nutrients measured are optimal status.

Soil and land capability assessment for the property  
located at 14920 Burrows Road, Richmond BC

Prepared by:

A handwritten signature in black ink, appearing to read 'Bruce McTavish', written in a cursive style.

Bruce McTavish, MSc, MBA, PAg, RPBio

&

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September 28, 2016

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## 1.0 Introduction

McTavish Resource & Management Consultants Ltd. was requested by the property owners of 14920 Burrows Road, Richmond BC to conduct a soils and agricultural capability assessment for their property. A field visit took place on May 5, 2016. The objective of the field work was to assess the agricultural capability of the land, determine the soil series and determine agricultural limitations on the property.

## 2.0 Methodology

Three detailed field investigations were conducted at GPS locations 545, 546 and 547 as seen in Figure 1. At each site an excavator was used to dig the soil to depths of 120-190 cm. For each site the soils were described in terms of profile morphology including: horizonation, depths, soil textures, coarse fragments, mottles, and depth to water table. The site landscapes were described in terms of landform, surficial materials, surface stoniness, slope, and soil drainage. The soils observed were identified to soil series and were then compared to the existing soil mapping for the subject property (See Figure 2).

The soils were also compared to the existing agricultural capability mapping for the subject property (Figure 3). Two soil samples were collected for chemical analysis. The three surface horizons were composited into one sample for analysis to represent the surface Op. The second soil sample consisted of a composite sample from the underlying subsurface B horizons from the three sample points.



Figure 1 Soil sampling sites

### 3.0 Summary of soil observations

The May 5, 2016 soil sampling verified the existing soil mapping to varying degrees. The existing mapping, which was done at 1:25,000 scale, recognized 2 different soils occurring within the subject area (Figure 3). The existing mapping reports the landscape as gently undulating with slopes between 0.5 and 2%. The surface stoniness class was mapped as S0 (non-stony) land. These mapped soils are shallow organic accumulations (15-40 cm thick) overlaying moderately fine to fine textured fluvial and deltaic deposits: AN (Annis) – Peaty Gleysols, and soils that have developed from 40-160 cm of mainly well decomposed organic materials which overlie moderately fine to fine textured deltaic deposits: Richmond (RC) – Terric Humisols.

All three sample sites fell within the existing soil mapping polygon AN 60%, RC 40%/b, S0 and were classified as belonging to the Annis soil series (Table 1). No Richmond soil was observed on the subject property.

All soils on the property have poor to very poor drainage characteristics that are a function of soil texture, subsoil compaction, location in the regional topography and dykes up to 2.4 m high on the south and east of the property which prevent surface drainage (Table 2).

Detailed soil logs are provided in Appendix I and soil laboratory results in Appendix II.

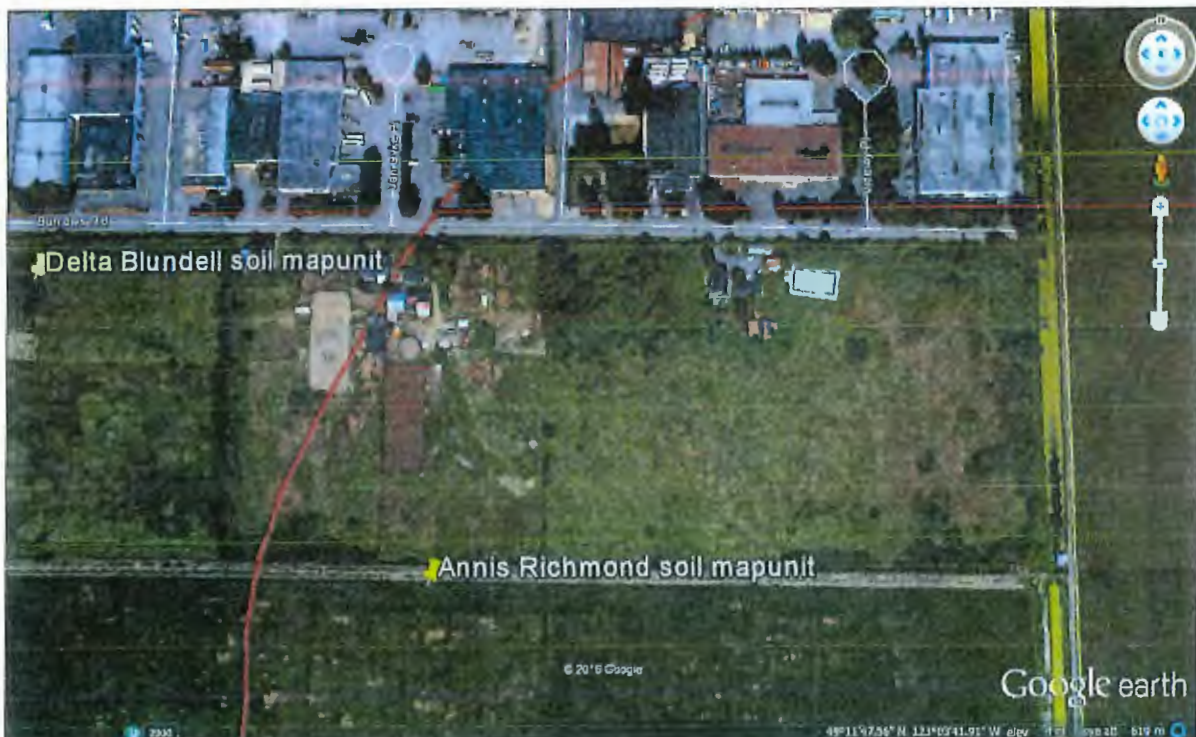


Figure 2 Existing soil mapping

Luttmerding 1980 Scale 1:25,000

[http://www.env.gov.bc.ca/esd/distdata/ecosystems/Soil\\_Data/SIFT/Soil\\_\\_AgCap\\_KML\\_Files/](http://www.env.gov.bc.ca/esd/distdata/ecosystems/Soil_Data/SIFT/Soil__AgCap_KML_Files/)



Table 1 Soil series observed on the subject property

Soil observation GPS numbers	Soil polygon map unit name	Soil series occurring at the soil observation site
545	AN60% - RC 40%/b, SO	AN/b, SO Annis
546	AN60% - RC 40%/b, SO	AN/b, SO Annis
547	AN60% - RC 40%/b, SO	AN/b, SO Annis

Table 2 Soil properties and drainage characteristics

Soil symbol	Soil name	Soil texture and parent material	Soil drainage
AN	Annis	Shallow organic matter accumulations (15-40 cm) which overlie moderately fine to fine textured Fraser River floodplain and deltaic deposits. Surfaces are generally well decomposed humic organic materials. Subsurface and subsoils are silty clay loam or silty clay. At depths below 1 metre medium or fine sand may occur. These deeper materials may be saline in the deltaic deposits.	Poorly to very poorly drained
RC	Richmond	40-160 cm of mainly well decomposed organic materials overlying moderately fine and fine textured deltaic materials. Surfaces vary from moderately to well decomposed depending on length of time under cultivation. Subsurface organic materials are well decomposed humic materials. The underlying mineral soil is silt loam to silty clay loam. The mineral soil is often massive and contains the remains of old plant roots and stems. The mineral soil may be saline.	Very poorly drained Water tables at or near surface during most of the winter early spring but recede somewhat during the growing season

From Luttmerring 1981

Annis soils differ from the Richmond soils in the thickness of the overlying organic materials. None of the three sample sites on the subject property had organic surfaces >40 cm.

## 4.0 Agricultural capability

The original agricultural capability mapping indicates that the unimproved agricultural capability rating is 60% 4WD and 40% O4WL as shown in Figure 3 and Table 3.

Based on the site investigations and analysis of results, the agricultural capability of the subject property is unimproved 4WD improvable to 3DW by improving drainage (Table 4).

The landscape topography is not limiting and there are no limitations due to coarse fragments. At the time of sampling (May 5 – late spring) the water table was below 1 metre. The presence of an organic surface layer and mottling in the surface mineral soils indicate that the soils are experiencing water levels at or near the surface during the winter months. The lack of mottles in the lower C horizons



(depths ~ 100 cm+) indicates that the soil at depth remains wet or saturated and remains in a reduced state.

The mineral soils underlying the organic surface horizon are silty clay in texture and are sticky when wet. The deeper C horizons are also more massive in terms of soil structure. The texture and structure of the subsurface and subsoils are consistent with a 3D limitation for undesirable soil structure and/or low perviousness.

Based on interviews with the owner and a review of the Hydrologist's report for this property it is evident that the property has water at the surface and/or the soil is in a saturated condition for the winter and early spring with at least 4 months of the year that the land is not accessible.

"The ground surface is flat with no discernible grades to surface water drainage on any side of the Site. Evidence indicates surface water cannot flow to drainages located on the north and east sides of the Site. There are dykes located up to 2.4 higher than the property on the south and east sides which prevent runoff in these directions."<sup>1</sup>

The interview with the landowner and review of the Hydrologist's report correspond with the soil observations and confirm the unimproved 4W capability classification.

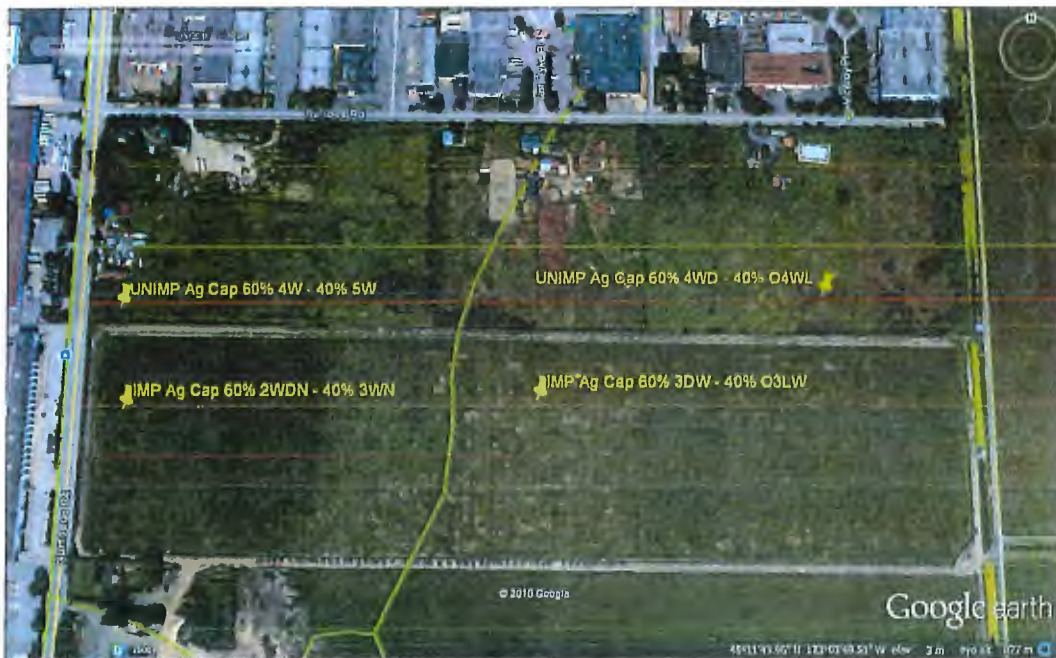


Figure 3 Historical agricultural capability mapping

[http://www.env.gov.bc.ca/esd/distdata/ecosystems/Soil\\_Data/SIFT/Soil\\_AgCap\\_KML\\_Files/](http://www.env.gov.bc.ca/esd/distdata/ecosystems/Soil_Data/SIFT/Soil_AgCap_KML_Files/)

<sup>1</sup> Active Earth Engineering August 29, 2016. Preliminary Hydrology Assessment 14920, 14680, 14540, 14400, and 14300 Burrows Road, Richmond BC

Table 3 Agricultural capability from historic mapping

Unimproved agricultural capability	Improved agricultural capability
60% 4WD – 40% O4WL	60% 3DW – 40% O3LW

W = Excess water

D = Undesirable soil structure and/or low perviousness

L = Degree of decomposition - permeability for organic soils (O)

Table 4 Agricultural capability based on site observations

Soil observation GPS numbers	Soil	Unimproved	Improved
545	Annis	4WD	3DW
546	Annis	4WD	3DW
547	Annis	4WD	3DW

## 5.0 Soil management

Table 8 shows the soil management considerations and crop suitability based on site observations and observed soil mapping. The soil management groupings of the Fraser Valley soils and the crop suitability for each management group have been well documented in two reports (Luttmerding, 1984 and Bertrand et Al, 1991). Table 5 draws on these two publications for management and crop suitability as well as on Luttmerding 1981.

Table 5 Soil management and crop suitability

Soil name	Soil management considerations from Bertrand et Al 1991 and Luttmerding 1984	Crop suitability from Bertrand et Al 1991 and Luttmerding 1984
Annis	<p>Poor drainage is the main agricultural limitation</p> <p>Underdrains need to be closely spaced due to the moderately to slow perviousness nature of the subsoils</p> <p>Periodic subsoiling to loosen the silty clay subsoils is required to maintain the underdrains efficiency as well as to improve aeration and root distribution</p> <p>Management required to minimize loss of the organic surface layer</p> <p>Liming will generally be required to improve crop production</p> <p>High water tables and variable bearing strengths also make road and building construction difficult and basements impractical</p>	<p>Suited crops include pasture and forage crops, blueberries, and annual field crops including: annual legumes, cereals, cole crops, corn, root crops excluding carrots, and shallow rooted annual vegetables</p> <p>Unsuited crops include nursery and Christmas trees, raspberries, strawberries and tree fruits because even with artificial drainage the soils will still have excessive water for the production of these crops</p>

### 5.1 Site improvement for agriculture

For field agriculture production (other than pasture) to be viable on this property drainage must be improved. This requires the installation of subsurface drainage and having a drainage ditch of adequate depth for the subsurface drains to discharge. At the present time there are no ditches available for gravity discharge and the only potential outlet option would be to install a pumping station to discharge water into the large drainage channel directly to the east of the property.

A second option is the fill the site; raising the elevation high enough above the water table to improve drainage for production of annual vegetable, forage and/or small berry crops.



Figure 4 Drainage channel directly east of the property

## References

Bertrand, RA, GA Hughes-Games, DC Nikkel, 1991. Soil Management Handbook for the Lower Fraser Valley, 2nd Edition. BC Ministry of Agriculture, Fisheries and Food, Abbotsford, BC, 115 pp.

[http://www.env.gov.bc.ca/esd/distdata/ecosystems/Soil\\_Data/SIFT/Soil\\_\\_AgCap\\_KML\\_Files/](http://www.env.gov.bc.ca/esd/distdata/ecosystems/Soil_Data/SIFT/Soil__AgCap_KML_Files/)

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Soil Classification Working Group. 1998. The Canadian System of Soil Classification, 3rd Ed. Agriculture and Agri-Food Canada Publication 1646, 187 pp. ISBN 0-660-17404-9.

## Appendix I Detailed soil observations

### Sample Site 545

SOIL SERIES: Annis

SOIL CLASSIFICATION: Orthic Gleysol peaty phase

PARENT MATERIAL: Shallow organic accumulations overlaying moderately fine to fine textured fluvial and deltaic deposits.

DRAINAGE: Poor

WATERTABLE at TIME of SAMPLING: 150 cm

SURFACE STONINESS: Non stony

ROOT RESTRICTING LAYER: None.

TOPOGRAPHY: Gently undulating (0.5-2% slopes)

VEGETATION & LAND USE: Reed canary grass

Table 6 Profile description Site 545

Horizon	Depth (cm)	Coarse fragments (% by volume)	Texture	Moisture	Comments
Op	30-0	0	Humic	moist	Well decomposed organic matter
Bgj	0-9	0	SiCL	moist	Yellow brown colour, few, fine faint mottles, well structured, contains roots
BCg	9-77	0	SiC	moist	Many, fine-medium prominent mottles, well structured, contains roots
Cg1	77-110	0	SiC	moist	Common, medium, prominent mottles, more massive, contains roots
Cg2	110-156	0	SiCL-SiC	wet	No mottles, more massive, contains roots, contains sand lenses along crack faces, water table at 150 cm
Cg3	156-160+	0	SCL	wet	No mottles, more massive, contains few roots





Vegetation and soil at Site 545

#### Sample Site 546

SOIL SERIES: Annis

SOIL CLASSIFICATION: Orthic Gleysol peaty phase

PARENT MATERIAL: Shallow organic accumulations overlaying moderately fine to fine textured fluvial and deltaic deposits.

DRAINAGE: Poor

WATERTABLE at TIME of SAMPLING: 182 cm

SURFACE STONINESS: Non stony

ROOT RESTRICTING LAYER: None.

TOPOGRAPHY: Gently undulating (0.5-2% slopes)

VEGETATION & LAND USE: Reed canary grass

Profile description Site 546

Horizon	Depth (cm)	Coarse fragments (% by volume)	Texture	Moisture	Comments
Op	22-0	0	Humic	moist	Well decomposed organic matter
Bgj	0-9	0	SL	moist	Yellow brown colour, few, fine faint mottles, contains roots
II Bgj	9-27	0	SiC	moist	few, fine faint mottles, well structured, sticky, contains plentiful roots, contains organic materials
II BCg	27-54	0	SiC	moist	Common, medium, prominent mottles, contains roots, charcoal and wood debris
III BCg	54-65	0	LS	moist	Common, medium, distinct mottles, contains roots
IV Cg1	65-100	0	SiC	moist	Common, medium, prominent mottles, contains roots, and wood debris, has some structure
IV Cg2	100-160+	0	SiC	wet	contains some roots and sand lenses, no structure - massive





Vegetation and soil at Site 546

#### Sample Site 547

SOIL SERIES: Annis

SOIL CLASSIFICATION: Orthic Gleysol peaty phase

PARENT MATERIAL: Shallow organic accumulations overlaying moderately fine to fine textured fluvial and deltaic deposits.

DRAINAGE: Poor

WATERTABLE at TIME of SAMPLING: 120 cm

SURFACE STONINESS: Non Stony

ROOT RESTRICTING LAYER: None.

TOPOGRAPHY: Gently undulating (0.5-2% slopes)

VEGETATION & LAND USE: Reed canary grass

Table 3 Profile description Site 547

Horizon	Depth (cm)	Coarse Fragments (% by volume)	Texture	Moisture	Comments
Op	28-0	0	Humic	moist	Well decomposed organic matter
Bgj	0-19	0	SiCL	moist	Few, fine faint mottles, well structured, contains roots
BCg	19-96	0	SiC	moist	Common, medium prominent mottles, well structured, contains roots
Cg	96-135	0	SiC	wet	No mottles, no structure - massive



Vegetation and soil at Site 547



Water table at Site 547

## Appendix II Soil laboratory analysis



Chemical analysis – Soil quality laboratory results from selected soil horizons for the composited sample of the three GPS locations

GPS Site #	Horizon	pH 1:2 water extract	EC (dS/m) saturated paste 1:2	OM % loss on ignition
545	Op	5.5	0.14	52.6
546	Surface horizon	Acidic *	Non saline	High
547				
545	B	5.8	0.10	Not determined
546	Subsurface horizon	Acidic *	Non saline	
547				

\* Soil Reaction Class: The Canadian System of Soil Classification 3<sup>rd</sup> edition. 1998. Soil Classification Working Group. Research Branch, Agriculture and Agri-Food Canada Publication 1646. National Research Council, Ottawa, Canada. 187 pages.

Chemical analysis – Nutrient analysis laboratory results from selected soil horizons for the composited sample of the three GPS locations

GPS Site #	Horizon	N*	P	K	S**	Ca	Mg	Fe	Cu	Zn	B	Mn	Cl
545	Op	2	25	43	3	1570	195	226	0.6	5.1	0.2	1.9	5.1
546		D <sup>1</sup>	M <sup>2</sup>	D <sup>1</sup>	M <sup>2</sup>	O <sup>3</sup>	O <sup>3</sup>	O <sup>3</sup>	M <sup>2</sup>	O <sup>3</sup>	D <sup>1</sup>	M <sup>2</sup>	M <sup>2</sup>
547													
545	B	<2			3								
546		D <sup>1</sup>			M <sup>2</sup>								
547													

N\* nitrate-N

S\*\* sulphate-S

D<sup>1</sup> deficient nutrient status

M<sup>2</sup> marginal nutrient status

O<sup>3</sup> optimum nutrient status

The chemical data indicate that the soils in the subject property are non-saline, are acidic in terms of soil pH, and are deficient in nitrogen, potassium and boron. The nutrient levels of copper, manganese, chlorine, and phosphorus are marginal, whereas the levels for the other nutrients measured are optimal.

★ Note: 14400 & 14300 Burrows Road are not included in the subject application



July 27, 2016

AE Project No. 1148

Pacific Land Group  
212 – 12992-76 Avenue,  
Surrey, B.C., V3W 2V6

**ATTENTION:** Laura Jones, MCIP, RPP  
Senior Development Planner

**Re: Preliminary Geotechnical Investigation**  
**14920, 14680, 14540, 14400 and 14300 Burrows Road ★**  
**Richmond, BC**

---

## 1.0 INTRODUCTION

This report presents the results of a preliminary geotechnical site assessment conducted by Active Earth Engineering (Active Earth) for the above referenced properties. The purpose of the geotechnical assessment was to evaluate soil conditions in order to provide recommendations in relation to the following:

- Subgrade preparation for building foundations.
- Depth to competent subgrade.
- General geotechnical design recommendations.

Environmental considerations are outside the scope of this geotechnical assessment.

## 2.0 SITE DESCRIPTION AND PROPOSED DEVELOPMENT

The subject site comprises of five properties, namely 14300, 14400, 14540, 14680 and 14920 located on the south side of Burrows Road, in Richmond. The site is rectangular in shape and measures approximately 400 m east - west by 150 m north - south. The site is bounded by Burrows Road to the north and farm land to the other three sides. Single family dwellings occupy three properties, 14300, 14400 and 14680. Property 14540 was used for stables and 14920 was vacant at the time of site investigation. The site is flat-lying, however, the site and is approximately 0.5-1 m below the Burrows Road.

It is understood that the site will be developed into commercial at grade buildings, with surface parking. Preliminary information reveals that the site would be raised by approximately 2.5 m to bring the site grades at minimum flood construction level. The conceptual building plans were

---

Fraser Valley  
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Victoria

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4510 Saddlehorn Crescent  
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[www.activeearth.ca](http://www.activeearth.ca)



not available at the time of writing this report. Once available, these should be forwarded to us so that we may revise this report, if necessary.

### **3.0 SUBSURFACE INVESTIGATION**

The geotechnical investigation consisted of advancing four auger holes (AH1 – AH4) and three electronic Cone Penetration Tests (CPT1-CPT3). The CPT and auger holes were advanced up to 25 and 10 m depths below the existing surface. The approximate locations of these tests are shown on the attached site plan. Track mounted drill rig operated by Ontrack Drilling was utilized for the site investigation. CPT provides a continuous plot of soil strength parameters with depth. Shear wave velocity test was also completed in CPT2. A representative from Active Earth supervised the field work and classified the soils encountered in the auger holes.

The report attachments include a site plan and soil logs. The depths indicated on the logs are related to the ground surface at the time of the investigation.

### **4.0 SOIL AND GROUNDWATER CONDITIONS**

Geological map (GeoMap Vancouver – Robert J.W. Turner and John J. Clauge) indicates that the site is located within a formation of sand and silt belonging to Modern Age sediments. The subsurface conditions encountered were generally consistent with the published geological information and consistent between the augerholes. The following soil conditions were encountered in the order of increasing depth:

- **Silt and Clay** - Surficial layer of topsoil and root mat is underlain by approximately 1.5-2.1 m thick layer of silt and clay. Undrained shear strength ( $S_u$ ) of this deposit as inferred from the CPT was in the order of 50 kPa. Liquid and Plastic Limits of a sample collected were 38% and 25% respectively, indicating that the soils are low plastic; overlying
- **SAND** - Medium to fine grained sand was encountered below silt and clay. The sand was compact and generally becomes dense at 5 m depth. The equivalent Standard Penetration Test (SPT) blows were 20 below 5 m depth. All the augerholes and CPT tests terminated in this layer.

**Groundwater:** The groundwater table was encountered at an average of 1.2 m depth, on May 1<sup>st</sup>, 2016. Groundwater typically fluctuates with changes in season, precipitation and land use. Therefore, minor changes in groundwater levels should be expected.

The soil conditions as described above are generalized and are based on the soil investigation. Minor variations in the soil stratigraphy should be expected between the test locations and the areas of the site not investigated.

## **5.0 DISCUSSION AND RECOMMENDATIONS**

### **5.1 General**

Based on the subsurface investigation, the site has competent soil conditions for the proposed development. The buildings will be supported on conventional footings. The existing site grades are at approximate elevation (EL) 1 m and the proposed development would be at flood construction EL of 3 m. Therefore the site will be raised by approximately 2 m. Although the existing surficial 1.5 m thick clays soils are stiff, however, these are moderately compressible under 2 m thick proposed fills. Therefore the fills should be allowed to consolidate the existing clays prior to building construction. A minimum consolidation period of 4 months is recommended. The filling should be completed at least beyond 10 m from the building so that any future fill around the building may not trigger the consolidation again. Similarly, the fill soils should not be stockpiled within 10 m of the existing building. Since the entire site will be occupied by buildings and surface parking. Therefore the fills should be structural fills and compacted under strict quality control, as described in the following section.

Liquefaction analysis of CPT data (collected at three locations) was completed and is attached. The analysis indicates that the dense sands underlying the site are non-liquefiable. However, the surficial approximately 1 m sand will liquefy under the design seismic event and the site is likely to settle 30 mm under the design seismic event. The following sections of the report provide our recommendation in detail.

### **5.2 Subgrade Preparation**

The area of building envelope, sidewalks, parking and driveways should be stripped and cleared of topsoil, organics, loose soils, fill and other deleterious material to expose a non-organic native subgrade consisting of clay. Stripping should be carried out with clean-up bucket of an excavator to minimize disturbance to the subgrade. Stripped subgrade should be reviewed and approved by Active prior to placement of structural fill.

It is recommended that the site preparation (stripping and filling) should be done during the extended dry season.

### **5.3 Structural Fill**

Structural fill is defined as fill placed beneath any load bearing area. Imported structural fill should consist of well-graded, 75 mm minus pit run sand and gravel or other granular material approved by the Geotechnical Engineer. It should be non-organic and clean (less than 8% fines passing 0.075 mm sieve by weight). Structural fill should be placed in maximum 0.3 m lifts. In building envelope and parking areas, it should be compacted to the satisfaction of geotechnical engineer. Typically, the fills are tested for compaction, by proof rolling under a fully loaded truck and observing the rutting under the wheels.

#### **5.4 Foundations**

The proposed buildings may be supported on spread and strip footings on the compacted and approved fills. The serviceability bearing resistance of footings depends on the type of fills, and compaction level. Geotechnical Engineer must be retained for each property to provide geotechnical recommendations for a specific building. A Site Class "D" may be used for the seismic design, based on table 4.1.8.4A of the BCBC 2012.

Minimum footing widths should be 0.45 m for strip footings and 0.9 m for pad footings, in accordance with the requirements of the 2012 British Columbia Building Code. Footings should have a minimum embedment of 0.45 m for frost protection and confinement. Footing subgrades should be stripped of water softened or loose soil prior to placing concrete.

Adjacent footings at different elevations should be offset from each other by a distance at least equal to the difference in elevation and the sloped subgrade between the footings should be undisturbed native. In addition, a geotechnical review will be required at the time of form-work. Similarly, the utility excavation bottom should be beyond a 1.5H:1V line projected down from the outer edge of footing to avoid its undermining.

## 6.0 CLOSURE AND LIMITATIONS

The subsurface conditions may vary between auger holes. The interpretation of subsurface conditions provided is an opinion and not a certification. Stratigraphic variations in ground conditions are expected due to its historic nature. As such, all explorations involve an inherent uncertainty that some conditions will not be detected, as expected. Environmental considerations are outside the scope of this geotechnical report. Samples obtained from the Site will be retained in our laboratory for 60 days. Should no instructions be received to the contrary, these samples will then be discarded.

This report has been made in accordance with the generally accepted soil and foundation engineering practices. No other warranty expressed or implied is made. If the project does not start within two years of the report date, the report may become invalid and further review may be required.

This report has been prepared for the exclusive use of Pacific Land Group- and their "Approved Users" for specific application to the development mentioned in the report. Active Earth and its employees accept no responsibility to another party for loss or liability incurred as a result of the use of this report. Any use of this report for purposes other than the intended use should be approved in writing by Active Earth. Contractors should rely upon their own explorations for costing purposes.

If you have any questions regarding the contents of this report, or if we can be of further assistance to you on this project, please call any of the undersigned.

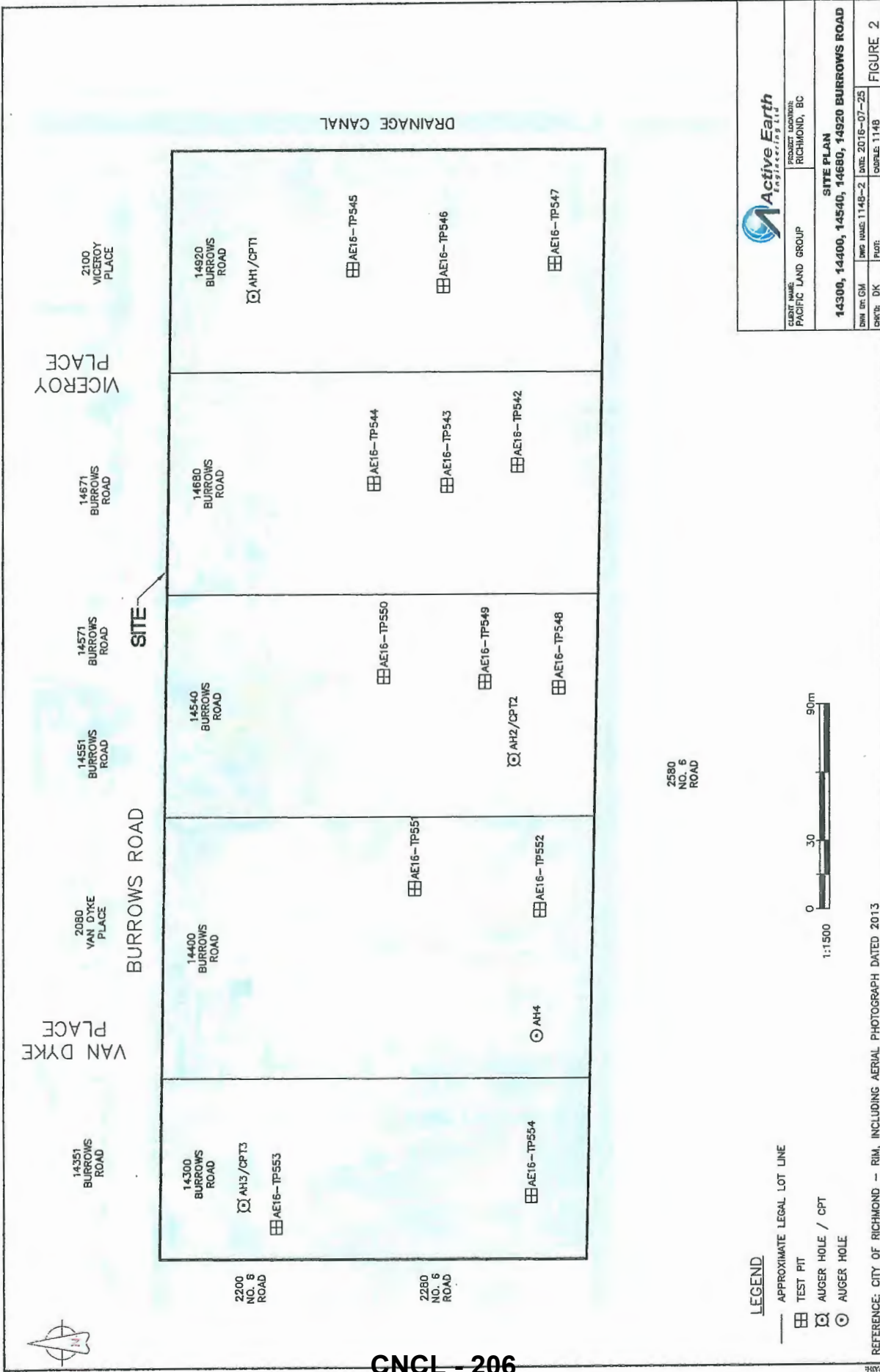
Yours truly,  
**Active Earth Engineering Ltd.**



David Kneale, P.Geo.  
Principal, Project Manager

Attachments: Location Plan  
Site Plan  
Borehole Logs  
CPT Logs  
Liquefaction Analysis  
Atterberg Limits

## **ATTACHMENTS**



Burrows Road  
 Richmond, BC

AE Project No. 1148

 Date Started : May 1, 2016  
 Date Completed : May 1, 2016  
 Hole Diameter : n/a  
 Drilling Method : Track mounted drill rig  
 Sampling Method : Grab

 Company Rep. : TB  
 Lab Analysis : \*Indicates sent for analysis  
 Drilled By : Ontrack Drilling  
 Logged By : TB

Depth in Meters	Surf. Elev.	USCS	GRAPHIC	DESCRIPTION	Lab Analysis	Sample No.	Soil Vapours ppm
0				SILT and CLAY, 100mm thick topsoil and rootmat, grey-brown, firm upto 0.3m, moist, low plastic becomes soft below 0.4m			
1				becomes saturated below 1m			
2				SAND, medium to fine grained, compact, saturated, clean			
3		SW					
4				isolated silty pockets below 4m			
5							
6				End of Hole			
7							
8							
9							
10							
11							



Burrows Road  
 Richmond, BC  
 AE Project No. 1148

 Date Started : May 1, 2016  
 Date Completed : May 1, 2016  
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 Company Rep. : TB  
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 Drilled By : Ontrack Drilling  
 Logged By : TB

Depth in Meters	Surf. Elev.	USCS	GRAPHIC	DESCRIPTION	Lab Analysis	Sample No.	Soil Vapours ppm
0				SILT and CLAY, 100mm thick topsoil and rootmat, grey-brown, firm upto 0.3m, moist, low plastic becomes soft below 0.4m			
1				becomes saturated below 1m			
2		SW		SAND, medium to fine grained, compact, saturated, clean			
3				becomes silty sand below 3m			
4							
5							
6				End of Hole			
7							
8							
9							
10							
11							

Burrows Road  
 Richmond, BC

AE Project No. 1148

 Date Started : May 1, 2016  
 Date Completed : May 1, 2016  
 Hole Diameter : n/a  
 Drilling Method : Track mounted drill rig  
 Sampling Method : Grab

 Company Rep. : TB  
 Lab Analysis : \*Indicates sent for analysis  
 Drilled By : Ontrack Drilling  
 Logged By : TB

Depth in Meters	Surf. Elev.	USCS	GRAPHIC	DESCRIPTION	Lab Analysis	Sample No.	Soil Vapours ppm
0				SILT and CLAY, 100mm thick topsoil and rootmat, grey-brown, firm upto 0.3m, moist, low plastic becomes soft below 0.4m			
1				becomes saturated below 1m			
2				SAND, medium to fine grained, compact, saturated, clean			
3							
4		SW					
5							
6				End of Hole			
7							
8							
9							
10							
11							

Burrows Road  
 Richmond, BC

AE Project No. 1148

 Date Started : May 1, 2016  
 Date Completed : May 1, 2016  
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 Drilling Method : Track mounted drill rig  
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 Company Rep. : TB  
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 Drilled By : Ontrack Drilling  
 Logged By : TB

Depth in Meters	Surf. Elev.	USCS	GRAPHIC	DESCRIPTION	Lab Analysis	Sample No.	Soil Vapours ppm
0				SILT and CLAY, 100mm thick topsoil and rootmat, grey-brown, firm upto 0.3m, moist, low plastic becomes soft below 0.4m			
1				becomes saturated below 1m			
2				SAND, medium to fine grained, compact, saturated, clean			
3							
4							
5							
6		SW					
7							
8							
9							
10				End of Hole			
11							

Burrows Road  
 Richmond, BC

AE Project No. 1148

 Date Started : May 5, 2016  
 Date Completed : May 5, 2016  
 Hole Diameter : n/a  
 Drilling Method : Backhoe  
 Sampling Method : Grab

 Company Rep. : DK  
 Lab Analysis : \*indicates sent for analysis  
 Drilled By : Jakes Construction  
 Logged By : DK

Depth in Meters	Surf. Elev.	USCS	GRAPHIC	DESCRIPTION	Lab Analysis	Sample No.	Soil Vapours ppm
0				TOPSOIL, peaty, black			
				SILTY CLAY, grey, slightly oxidized, firm to soft, roots to 0.86m			
1				seepage at 1.09m			
2				End of Hole			
3							
4							



AE16-TP543

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Burrows Road  
Richmond, BC

AE Project No. 1148

Date Started : May 5, 2016  
Date Completed : May 5, 2016  
Hole Diameter : n/a  
Drilling Method : Backhoe  
Sampling Method : Grab

Company Rep. : DK  
Lab Analysis : \*indicates sent for analysis  
Drilled By : Jakes Construction  
Logged By : DK

Depth in Meters	Surf. Elev.	USCS	GRAPHIC	DESCRIPTION	Lab Analysis	Sample No.	Soil Vapours ppm
0				TOPSOIL, peaty, black			
				TOPSOIL, reddish-brown			
		ML		SILT, reddish-brown			
				SILTY CLAY, grey, occasional oxidization zones, firm to soft, roots to 0.64m			
1				seepage at 1.02m			
				End of Hole			
2							
3							
4							

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CNCL - 212

Burrows Road  
 Richmond, BC

AE Project No. 1148

 Date Started : May 5, 2016  
 Date Completed : May 5, 2016  
 Hole Diameter : n/a  
 Drilling Method : Backhoe  
 Sampling Method : Grab

 Company Rep. : DK  
 Lab Analysis : \*Indicates sent for analysis  
 Drilled By : Jakes Construction  
 Logged By : DK

Depth in Meters	Surf. Elev.	USCS	GRAPHIC	DESCRIPTION	Lab Analysis	Sample No.	Soil Vapours ppm
0				TOPSOIL, peaty, black			
		ML		SILT, reddish-brown			
				SILTY CLAY, grey, occasional oxidation zones, firm to soft, roots to 0.84m			
1				seepage at 1.07m			
				End of Hole			
2							
3							
4							



AE16-TP545

(Page 1 of 1)

Burrows Road  
Richmond, BC

AE Project No. 1148

Date Started : May 5, 2016  
Date Completed : May 5, 2016  
Hole Diameter : n/a  
Drilling Method : Backhoe  
Sampling Method : Grab

Company Rep. : DK  
Lab Analysis : \*indicates sent for analysis  
Drilled By : Jakes Construction  
Logged By : DK

Depth in Meters	Surf. Elev.	USCS	GRAPHIC	DESCRIPTION	Lab Analysis	Sample No.	Soil Vapours ppm
0				TOPSOIL, peaty, black			
		ML		SILT, medium brown			
				SILTY CLAY, grey, firm to soft, oxidation zones, roots to 0.8m			
1				seepage at 1.03m			
2				End of Hole			
3							
4							

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Burrows Road  
 Richmond, BC  
 AE Project No. 1148

 Date Started : May 5, 2016  
 Date Completed : May 5, 2016  
 Hole Diameter : n/a  
 Drilling Method : Backhoe  
 Sampling Method : Grab

 Company Rep. : DK  
 Lab Analysis : \*Indicates sent for analysis  
 Drilled By : Jakes Construction  
 Logged By : DK

Depth in Meters	Surf. Elev.	USCS	GRAPHIC	DESCRIPTION	Lab Analysis	Sample No.	Soil Vapours ppm
0				TOPSOIL, peaty, black			
		ML		SILT (wood), reddish-brown			
				SILTY CLAY, grey, firm to soft, oxidation zones			
1				seepage at 0.86m			
				roots to 1.16m			
2				End of Hole			
3							
4							

Burrows Road  
 Richmond, BC  
  
 AE Project No. 1148

 Date Started : May 5, 2016  
 Date Completed : May 5, 2016  
 Hole Diameter : n/a  
 Drilling Method : Backhoe  
 Sampling Method : Grab

 Company Rep. : DK  
 Lab Analysis : \*Indicates sent for analysis  
 Drilled By : Jakes Construction  
 Logged By : DK

Depth in Meters	Surf. Elev.	USCS	GRAPHIC	DESCRIPTION	Lab Analysis	Sample No.	Soil Vapours ppm
0				TOPSOIL, peaty, black			
		ML		SILT, reddish-brown			
				SILTY CLAY, grey, firm to soft			
				seepage at 0.8m			
1				oxidation zones and roots to 1.11m			
				End of Hole			
2							
3							
4							



**Active Earth**  
Engineering Ltd

AE16-TP548

(Page 1 of 1)

Burrows Road  
Richmond, BC

AE Project No. 1148

Date Started : May 5, 2016  
Date Completed : May 5, 2016  
Hole Diameter : n/a  
Drilling Method : Backhoe  
Sampling Method : Grab

Company Rep. : DK  
Lab Analysis : \*indicates sent for analysis  
Drilled By : Jakes Construction  
Logged By : DK

Depth in Meters	Surf. Elev.	USCS	GRAPHIC	DESCRIPTION	Lab Analysis	Sample No.	Soil Vapours ppm
0				GRASS, roots			
				TOPSOIL, peaty, black			
		ML		SILT, reddish-brown			
				SILTY CLAY with roots, grey, firm to soft, oxidation zones to 1.01m			
1				slightly oxidized			
				End of Hole			
2							
3							
4							

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CNCL - 217



AE16-TP549

(Page 1 of 1)

Burrows Road  
Richmond, BC  
AE Project No. 1148

Date Started : May 5, 2016  
Date Completed : May 5, 2016  
Hole Diameter : n/a  
Drilling Method : Backhoe  
Sampling Method : Grab

Company Rep. : DK  
Lab Analysis : \*indicates sent for analysis  
Drilled By : Jakes Construction  
Logged By : DK

Depth in Meters	Surf. Elev.	USCS	GRAPHIC	DESCRIPTION	Lab Analysis	Sample No.	Soil Vapours ppm
0				TOPSOIL, peaty, black			
		ML		SILT, reddish-brown			
				SILTY CLAY, grey, firm to soft, occasional oxidation zones, roots to 0.86m			
1				seepage at 0.91m			
2				End of Hole			
3							
4							



**Active Earth**  
Engineering Ltd

AE16-TP550

(Page 1 of 1)

Burrows Road  
Richmond, BC

AE Project No. 1148

Date Started : May 5, 2016  
Date Completed : May 5, 2016  
Hole Diameter : n/a  
Drilling Method : Backhoe  
Sampling Method : Grab

Company Rep. : DK  
Lab Analysis : \*Indicates sent for analysis  
Drilled By : Jakes Construction  
Logged By : DK

Depth in Meters	Surf. Elev.	USCS	GRAPHIC	DESCRIPTION	Lab Analysis	Sample No.	Soil Vapours ppm
0				TOPSOIL, peaty, black			
				SILTY CLAY, grey, firm to soft, occasional oxidation zones, roots to 1.06m		550-1	
1				seepage at 1.21m			
2				End of Hole			
3							
4							

Burrows Road  
 Richmond, BC

AE Project No. 1148

 Date Started : May 5, 2016  
 Date Completed : May 5, 2016  
 Hole Diameter : n/a  
 Drilling Method : Backhoe  
 Sampling Method : Grab

 Company Rep. : DK  
 Lab Analysis : \*Indicates sent for analysis  
 Drilled By : Jakes Construction  
 Logged By : DK

Depth in Meters	Surf. Elev.	USCS	GRAPHIC	DESCRIPTION	Lab Analysis	Sample No.	Soil Vapours ppm
0				TOPSOIL, black (FILL)			
		SM		SANDY SILT, reddish-brown (FILL)			
		GW		SAND and GRAVEL, silty, roots to 0.43m (FILL)			
		ML		SILT, black (reworked)			
		SM		SAND and SILT, reddish-brown (reworked)			
				SILTY CLAY, grey, firm to soft (NATIVE)			
1				seepage at 0.91m			
				End of Hole			
2							
3							
4							

Burrows Road  
 Richmond, BC  
 AE Project No. 1148

 Date Started : May 5, 2016  
 Date Completed : May 5, 2016  
 Hole Diameter : n/a  
 Drilling Method : Backhoe  
 Sampling Method : Grab

 Company Rep. : DK  
 Lab Analysis : \*indicates sent for analysis  
 Drilled By : Jakes Construction  
 Logged By : DK

Depth in Meters	Surf. Elev.	USCS	GRAPHIC	DESCRIPTION	Lab Analysis	Sample No.	Soil Vapours ppm
0				TOPSOIL, black			
		ML		SILT, reddish-brown, roots to 0.33m			
				SILTY CLAY, grey, firm to soft			
1				seepage at 0.91m			
				End of Hole			
2							
3							
4							



November 24, 2016

AE Project No. 1148

Pacific Land Group  
212 – 12992-76 Avenue,  
Surrey, B.C., V3W 2V6

**ATTN: Laura Jones, MCIP, RPP**  
**Senior Development Planner**

**RE: Preliminary Hydrology Assessment**  
**14920, 14680, 14540, 14400 and 14300 Burrows Road, Richmond, BC ★**

---

### ***INTRODUCTION***

Active Earth Engineering Ltd. (Active Earth) has completed a hydrology study for the above-referenced project. The location of the property is shown on the attached Location Plan (Figure 1).

The study area comprises five properties, namely 14300, 14400, 14540, 14680 and 14920 Burrows Road, in Richmond, and is collectively referred to as the "Site" in this report.

The purpose of this work is to evaluate the hydrogeology and the drainage characteristics of the Site.

### ***SCOPE OF WORK***

The following scope of work was completed:

1. Review of well logs using the provincial online WELLS data base (<https://a100.gov.bc.ca/pub/wells/public/indexreports.jsp>);
2. Review of Surficial Geology Map 1486A;
3. Review of the Active Earth Engineering Geotechnical Report for the Site;
4. A Site visit and inspection/logging of 13 test pits excavated for McTavish Resource Management Consultants Ltd.;
5. Review of "Soil and land capability assessment" reports for the properties located at 14920, 14680, 14540, 14400, & 14300 Burrows Road, Richmond, BC, prepared by McTavish Resource Management Consultants Ltd.;
6. Review/assessment of a topographic survey completed by South Fraser Land Surveying Ltd.;
7. Personal communication with City of Richmond Engineering; and
8. Completion of this report.

## ***DESCRIPTION***

The Site is rectangular in shape and measures approximately 400 m east-west by 150 m north-south and is bounded by Burrows Road to the north and farm land on the remaining three sides. The Site boundaries, including the five individual parcels, are shown on the attached Site Plan (Figure 2).

Single family dwellings occupy three of the properties that comprise the Site (14300, 14400 and 14680 Burrows Road). The properties at 14540 and 14920 Burrows Road were vacant at the time of the investigations, and 14440 was used for horse boarding. The ground surface is flat-lying and is generally covered with grasses.

## ***HYDROLOGY ASSESSMENT***

### **Stratigraphy**

Surficial Geology Map 1486A refers to the surficial deposits as sandy loam to clay loam 15 to 40 m thick, overlying deltaic and distributary channel fill 10 to 25 m in thickness with interbedded fine to medium sand and minor silt. The following stratigraphy was encountered within the test pits and boreholes:

- 0.15 to 0.30m TOPSOIL; overlying,
- 1.5 to 2.1m Silty CLAY; overlying,
- 2.1 to 25.0 m SAND, medium to fine grained with occasional lenses of silty sand and silty clay.

The locations of the test pits and boreholes are shown on the attached Site Plan (Figure 2), and the logs are included in Appendix A. The stratigraphy encountered within the test pits and boreholes is consistent with the surficial geology mapping of the area.

### **Groundwater**

Groundwater was encountered at an average of 1.0 m depth on May 6, 2016. Groundwater typically fluctuates with changes in season, precipitation, and tidal influences. Discussions with local residents indicate that the property contains standing surface water during the winter wet season.

A search of the BC Water Resource Atlas (BCWRA) revealed there are no groundwater wells in the vicinity of the Site.

### **Drainage**

The ground surface elevation at the Site occurs generally between 0.8 and 1.0 m-geodetic, with the exception of an area at 14400 Burrows Road where the elevation has been raised by soil filling to approximately 1.5 m-geodetic near the centre of the property. Overall, the ground surface is generally flat with no discernible slope. Burrows Road occurs at an approximate elevation between 1.5 and 1.7 m-geodetic and is 0.5 to 0.9 m above the typical Site grades.

A drainage ditch is present to the immediate north of the Site, along the south side of Burrows Road (see Figure 3 – City of Richmond Drainage Plan). The inverts of the drainage ditch along the northern Site boundary range from elevation 0.18 to -0.22 m-geodetic. Water was sporadically present in the ditch at the time of the field work (May 2016), and no flow was identified. This ditch drains to the City of Richmond No. 6 Road Pumping Station, where it is pumped into the Fraser River. The drainage works run approximately 1.3 km in length from the east end of Burrows Road to the pumping station. Discussions with the City of Richmond Engineering Department indicate that the pumping start level at the pumping station varies between 0.13 and -0.22 m-geodetic elevation. The City also noted that the hydraulic grade from the pumping station is approximately 0.05%. As such, the level of water in drainage ditch is calculated to vary between 0.43 and 0.73 m-geodetic elevation (see Figure 4 - Schematic Drainage Section A).

There are dykes to south and east of the Site. The dyke on the south varies between 1.9 and 2.7 m-geodetic in elevation (1.1 to 2.4 m above Site grades). The dyke surrounds a property used for cranberry production.

The crest of the raised dyke located immediately east of the Site varies between 2.99 and 1.74 m-geodetic elevation (0.9 to 2.2 m above Site grades). A drainage canal is present to the east of this dyke, and the adjacent fields to the east are used for cranberry production. The water level in the drainage canal measured in June 2016 was 1.11 m-geodetic elevation, and the high water mark was surveyed at 1.33 m-geodetic elevation (see Figure 4 - Schematic Drainage Section B).

It is noted that the Flood Construction Level for this Site is elevation 3.0 m-geodetic, which represents a freeboard of 0.6 m above the Fraser River 200-year flood level.

## **CONCLUSIONS**

The Site is poorly drained for the following reasons:

1. The ground surface is flat with no discernible grades to surface water drainage on any side of the Site.
2. There are dykes located up to 2.4m higher than the property on the south and east sides which prevent runoff in these directions. Evidence indicates surface water cannot gravity flow to the existing drainages located along Burrows Road and the east side of the Site.
3. According to Mr. Bruce McTavish, M.Sc., the existing vegetation is dominated by reed canary grass and woody species such as *Spirea douglasii* found in soils that are subject to prolonged saturation.
4. The Site is underlain by up to 2m of silty clay. The hydraulic conductivity of this layer is expected to be  $1 \times 10^{-7}$  to  $1 \times 10^{-8}$  m/sec, which is considered relatively impervious.
5. Water levels in the drainage canal along with the low permeability clay soils and insufficient surface grade prevent shallow groundwater and runoff from flowing to the east.

The site is poorly drained and is inundated with water during portions of the year. Surface water and groundwater cannot flow effectively to surrounding drainages.

According to the British Columbia Agricultural Drainage Manual<sup>1</sup>, drain depths would be at least 1.2m below the ground surface. This depth would be insufficient to allow for gravity flow to the Burrows Road ditch at the current site grades. As a result pumping would be required to effectively drain the area if the current ground surface elevations were maintained. Pumping would also be required to direct flow to the drainage canal on the east of the property.

Drain spacing on the Site will be dependent on the type of crop, but would likely be less than 5m on center using the existing soil conditions. Drainage along the Burrows Road ditch is controlled by pumping at the No.6 Road Pumping Station, however, the flow in the ditch is impeded to a certain extent by vegetation and the culvert inverts.

Based on the current ground surface elevations, subsoil drains and a pump station would be required to direct flow from the Site to the Burrows Road ditch or the drainage canal..

On-Site drainage may also be improved by soil filling by at least 1.5m and providing an approximate 2% slope to the north to allow for gravity drainage (no pumping required) to the Burrows Road ditch. Pumping would still be required to direct flow to the drainage canal. Subsurface drainage may also be required depending on the consistency of the soil used as fill and reclamation.

It is likely that improvements to the Burrows Road ditch would be required to accept additional flows that would result from improving drainage at the Site.

---

<sup>1</sup> British Columbia Agricultural Drainage Manual, Ministry of Agriculture, Fisheries and Food, 1997.

## CLOSURE

This letter has been prepared by Active Earth Engineering Ltd. exclusively for the Pacific Land Group and their clients and consultants and is intended to provide an assessment of the hydrogeology of the Site. The conclusions made in this report reflect Active Earth's best judgment in light of the information available at the time of testing. Any use which a third party makes of this report, or any reliance on or decisions to be made based on it, are the responsibility of such third parties. Active Earth accepts no responsibility for damages, if any, suffered by a third party as a result of decisions made or actions based on this letter.

Should this report be submitted to the City of Richmond, the City is authorized to rely on the results within the limitations of this report.

The findings and conclusions documented in this report have been prepared for specific application to this and have been developed in a manner consistent with that level of care normally exercised by hydrogeological professionals currently practicing under similar conditions in the area.

Yours Truly,

**ACTIVE EARTH ENGINEERING LTD.**



David Kneale, P.Geo.  
Senior Hydrogeologist

## Attachments:

### Figures

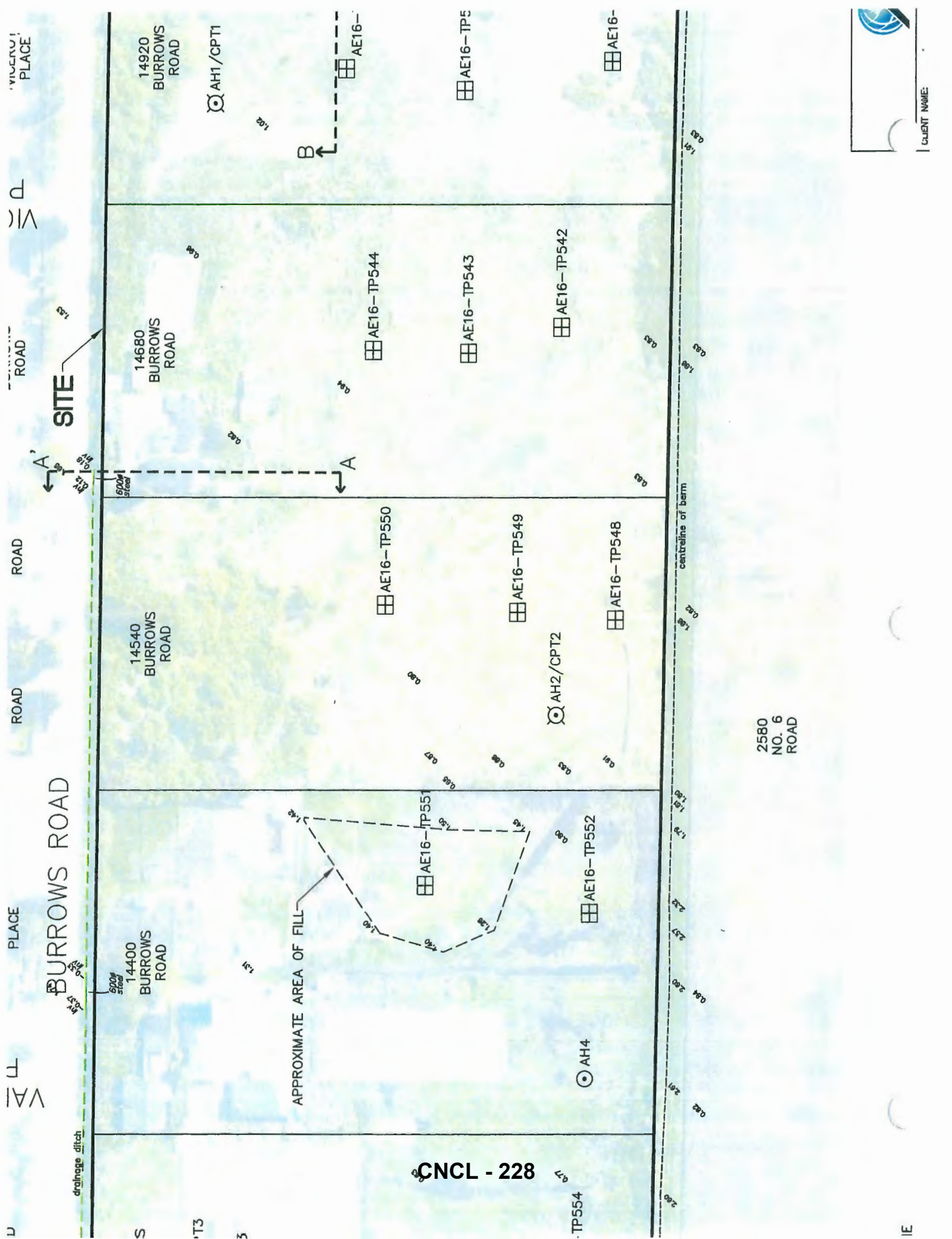
- |          |                                   |
|----------|-----------------------------------|
| Figure 1 | Location Plan                     |
| Figure 2 | Site Plan                         |
| Figure 3 | City of Richmond Drainage Plan    |
| Figure 4 | Schematic Drainage Cross-sections |

### Appendices

- |            |                                  |
|------------|----------------------------------|
| Appendix A | Borehole and Test Pit Logs       |
| Appendix B | BC Water Resources Atlas Results |

## FIGURES

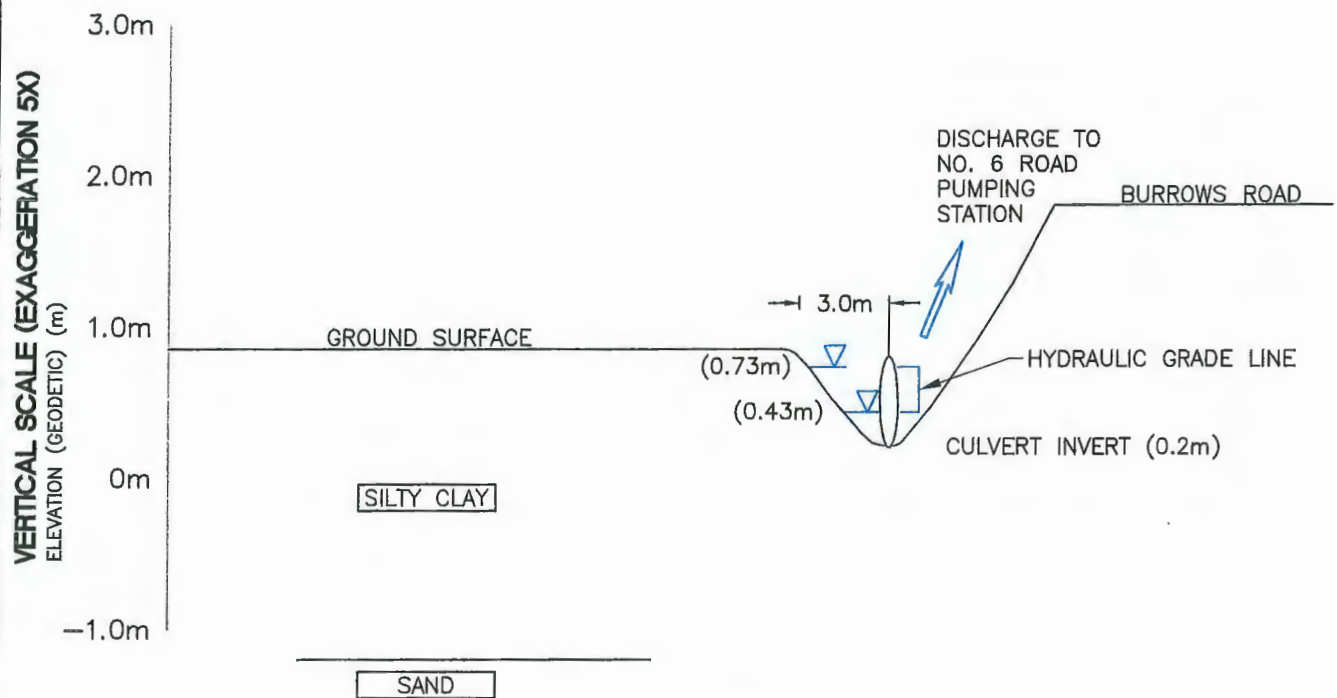




CNCL - 228

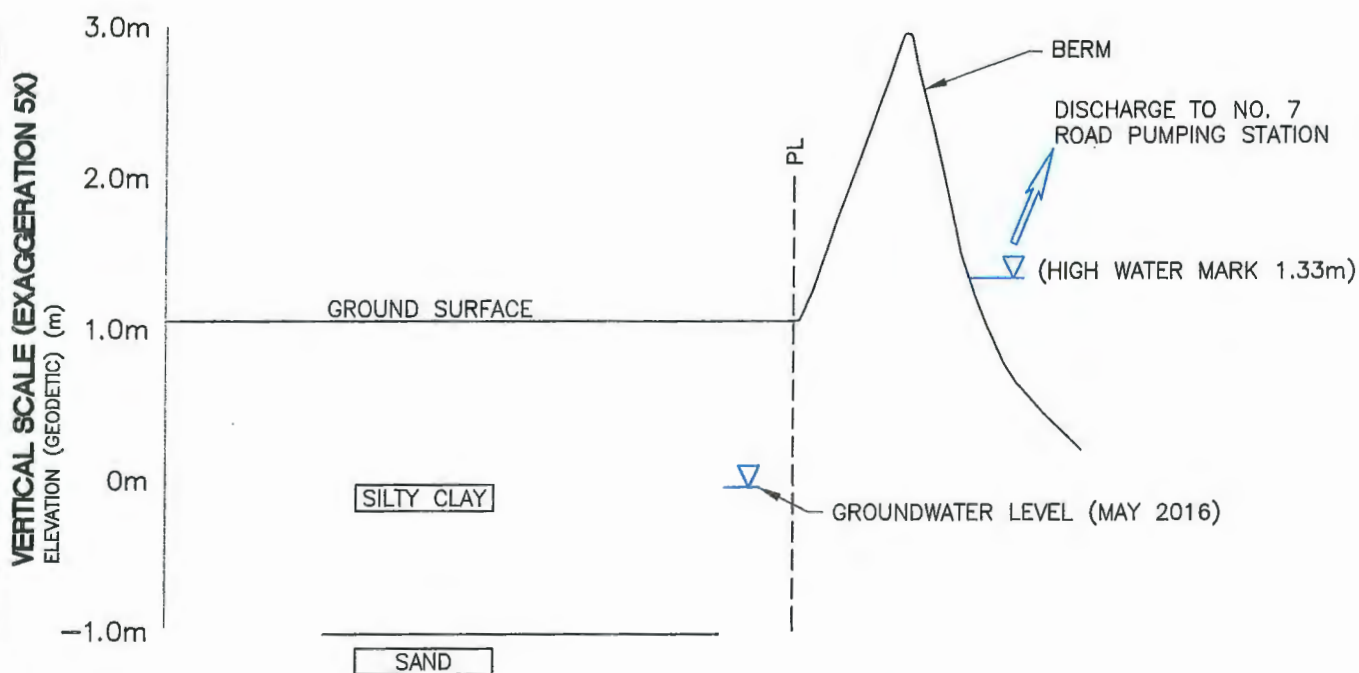






### SECTION A-A'

SCALE: N.T.S.



### SECTION B-B'

SCALE: N.T.S.

#### LEGEND

▽ GROUNDWATER ELEVATION

CNCL 5230



SCHEMATIC DRAINAGE CROSS-SECTIONS  
14360, 14400, 14540, 14680, 14920  
BURROWS ROAD  
RICHMOND, BC

date: AUG 18	scale: N.T.S.
drawn: GM	checked: DK
fill: 1148-4	client: PACIFIC LAND GROUP
drawing no: FIGURE 4	issue: A



★ Note - 14400 & 14300 Burrows Road are not included in the subject application.

June 26, 2017

AE Project No. 1148

Pacific Land Group  
212 – 12992-76 Avenue,  
Surrey, B.C., V3W 2V6

**ATTN:** Laura Jones, MCIP, RPP  
Senior Development Planner

**RE:** Preliminary Drainage Cost Assessment  
14920, 14680, 14540, 14400 and 14300 Burrows Road, Richmond, BC ★

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### Drainage Assumptions and Cost Estimate

In accordance with your request, Active Earth Engineering Ltd. (Active Earth) has completed a cost evaluation for the above-referenced project. The following assumptions have been used in this assessment:

1. The study area comprises five properties, namely 14300, 14400, 14540, 14680 and 14920 Burrows Road, in Richmond.
2. The land would remain for agricultural land use.
3. No site filling.
4. Each property would be drained by individually with drainage to Burrows Road storm drainage system operated by the City of Richmond.
5. As noted in our Preliminary Hydrology Report<sup>1</sup>, the hydraulic grade line in the Burrows Road drainage varies between 0.43 to 0.73 masl.
6. The native ground surface varied between 0.6 and 1.0 masl.
7. The surficial soils are clay-based.
8. Agricultural drainage typically varies between 600 and 1000 mm. For the purpose of this evaluation, we have assumed the minimum depth of 600 mm. As such there is insufficient grade for gravity drainage to Burrows Road and pumping will be required.
9. No electrical up-grade is required.
10. Drains will consist of Big 'O' pipe 4.5m on centre.

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<sup>1</sup> Preliminary Hydrology Assessment, 14920, 14680, 14540, 14400 and 14300 Burrows Road, Richmond, BC, Active Earth Engineering Ltd., November, 2016

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Fraser Valley  
Vancouver  
Victoria

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www.activeearth.ca



Active Earth engaged the assistance of WaterTec Irrigation Ltd., who specializes in agricultural drainage and irrigation design. The following presents a summary of the drainage cost estimates for each property. The detailed cost spreadsheet is attached for reference.

Property	Supply and Install Drains and Pumping Equipment
14920 Burrows Road	\$52,815
14680 Burrows Road	\$69,022
14540 Burrows Road	\$69,022
14400 Burrows Road	\$78,538
14300 Burrows Road	\$54,399
Total (not incl GST)	<u>\$323,796</u>

★ 14400 & 14300 Burrows Road are not included in the subject application.

### CLOSURE

This letter has been prepared by Active Earth Engineering Ltd. exclusively for the Pacific Land Group and their clients and consultants and is intended to provide an assessment of the hydrogeology of the Site. The conclusions made in this report reflect Active Earth's best judgment in light of the information available at the time of testing. Any use which a third party makes of this report, or any reliance on or decisions to be made based on it, are the responsibility of such third parties. Active Earth accepts no responsibility for damages, if any, suffered by a third party as a result of decisions made or actions based on this letter.

The City of Richmond is authorized to rely on the results within the limitations of this report.

The findings and conclusions documented in this report have been prepared for specific application to this and have been developed in a manner consistent with that level of care normally exercised by hydrogeological professionals currently practicing under similar conditions in the area.

Yours Truly,

**ACTIVE EARTH ENGINEERING LTD.**



David Kneale, P.Geo.  
Senior Hydrogeologist

Attachments: Detailed Cost Spreadsheet

Description	Cost \$	Comments
anical/Electrical Costs per lot		
5 Hp Sewage pump (500)	\$4,390.00	
Control system includes fl	\$650.00	
48" Plastic hdpe sump	\$1,450.00	
12" Valve - Isolation	\$610.00	
6" discharge piping & valv	\$990.00	
Service Crane	\$690.00	
Electrical Supply and Insta	\$4,000.00	estimated
Mechanical Installation	\$3,000.00	estimated
<b>Total</b>	<b>\$15,780.00</b>	

Address	Item	Unit	Number	Unit Cost \$	Sub-Total
14920 Burrows Road	4" Big O Pipe (4.5m spacing)				
	Supply and Install	ft	9450	\$4	\$33,075
	4 inch connections w/ cleanouts	each	16	\$15	\$240
	12 inch HDPE header	ft	310	\$12	\$3,720
	Pumping Equipment				
	Supply and Install	each	1	15,780	\$15,780
				<b>Total</b>	<b>\$52,815</b>

14680 Burrows Road	4" Big O Pipe (4.5m spacing)				
	Supply and Install	ft	12992	\$4	\$45,472
	4 inch connections w/ cleanouts	each	22	\$15	\$330
	12 inch HDPE header	ft	620	\$12	\$7,440
	Pumping Equipment				
	Supply and Install	each	1	15,780	\$15,780
				<b>Total</b>	<b>\$69,022</b>

14540 Burrows Road	4" Big O Pipe (4.5m spacing)				
	Supply and Install	ft	12992	\$4	\$45,472
	4 inch connections w/ cleanouts	each	22	\$15	\$330
	12 inch HDPE header	ft	620	\$12	\$7,440
	Pumping Equipment				
	Supply and Install	each	1	15,780	\$15,780
				<b>Total</b>	<b>\$69,022</b>

14440 Burrows Road	4" Big O Pipe (4.5m spacing)				
	Supply and Install	ft	15355	\$4	\$53,743
	4 inch connections w/ cleanouts	each	25	\$15	\$375
	12 inch HDPE header	ft	720	\$12	\$8,640
	Pumping Equipment				
	Supply and Install	each	1	15,780	\$15,780
				<b>Total</b>	<b>\$78,538</b>

14300 Burrows Road	4" Big O Pipe (4.5m spacing)				
	Supply and Install	ft	9450	\$4	\$33,075
	4 inch connections w/ cleanouts	each	16	\$15	\$240
	12 inch HDPE header	ft	442	\$12	\$5,304
	Pumping Equipment				
	Supply and Install	each	1	15,780	\$15,780
				<b>Total</b>	<b>\$54,399</b>

<b>Total all Properties</b>	<b>\$323,796</b>
-----------------------------	------------------

**Assumptions**

Electrical service does not require upgrading

Big 'O' pipe 15 ft on centre

12 inch header at north and south end of each property to make interconnected drainage network

Pump chamber and pump on each property

★ 14400 & 14300 Burrows Road are not included in the subject application.

Agricultural business analysis  
Small lot agriculture (less than 5 acres)  
for the properties located at 14920, 14680, 14540, 14400 ★  
& 14300 Burrows Road, Richmond, BC

Prepared for:

Pacific Land Resource Group

Prepared by:



Bruce McTavish, MSc MBA PAg RPBio  
McTavish Resource & Management Consultants Ltd.  
15300 Croydon Road, Suite 300 Surrey BC V3Z 0Z5  
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June 8, 2017

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\*14400 & 14300 Burrows Road are not included in the subject application

## Executive Summary

This report provides a financial analysis of developing small lot farm operations of approximately 3 acres each on the land located at 14920, 14680, 14540, 14400 & 14300 Burrows Road, Richmond, BC. The plan assumes that the land is drained and ready for final preparation to plant crops.

This analysis uses projections based on production of a variety of vegetable crops with a mix of sales directly to the public and to local retailers. The pricing per crop is based on the historical average of hand-picked wholesale and hand-picked farm gate retail prices<sup>1</sup>.

It is assumed that each parcel will be operated independently and machinery, buildings and other facilities will need to be purchased and/or constructed. The cost projections assume that all product is sold at farm gate to the public, direct retailed as fresh product or sold at farmer's markets. Therefore, cold storage facilities are not costed in the financial scenarios. Based on this assumption the estimated capital costs for each parcel is approximately \$46,000 without accounting for the required drainage improvements.

The agricultural capability of the land (improved 3W and 4WD) restrict the crops that can be grown on these properties. Mixed annual vegetables can be produced, though in some years seeding and planting may be delayed due to wet soil conditions. Blueberries could also be established with improved drainage and planting on raised beds. Hay crops were considered but the small size of the parcels make this option unrealistic.

The projected earnings for blueberry production operations for each property are provided in the following table.

Blueberry before tax profit based on an average selling price of \$1.25/lb

Property	Projected profit year 0	Projected profit year 8
14920 Burrows Road (3.6 acres)	-\$ 62,149.00	\$ 16,000.00
14680 Burrows Road (2.5 acres)	-\$ 59,700.00	\$ 4,421.00
14540 Burrows Road (3.6 acres)	-\$ 62,149.00	\$ 16,000.00
14440 Burrows Road (3.6 acres)	-\$ 62,149.00	\$ 16,000.00
14300 Burrows Road (2.5 acres)	-\$ 59,700.00	\$ 4,421.00

The projected earnings for a mixed vegetable operations for each property are provided in the following table.

Property	Annual projected profit before tax
14920 Burrows Road (3.6 acres)	\$ 20,453.98
14680 Burrows Road (2.5 acres)	\$ 3,598.52
14540 Burrows Road (3.6 acres)	\$ 20,453.98
14440 Burrows Road (3.6 acres)	\$ 20,453.98
14300 Burrows Road (2.5 acres)	\$ 3,598.52

<sup>1</sup> Five Acre Mixed Vegetable Operation (2008) Planning For Profit. BC Ministry of Agriculture.

## 1.0 Introduction

The following document outlines the start-up costs, operating costs and estimated revenue for small lot agricultural operations for the five properties located at 14920, 14680, 14540, 14400 & 14300 Burrows Road, Richmond, BC (Figure 1). The operational scenario provided is based on each privately-owned property operating as an independent unit.

This report assumes that the drainage for all the properties is improved as described in the McTavish 2016 report and the Active Earth 2016 drainage analysis report. With a significant investment in drainage of approximately \$324,000 most of the land can be improved to class 3DW and O3LW. The 3W classification (with drainage) indicates that the water level will still be near the surface until mid-spring forcing late seeding. Based on site observations there are portions that can only be improved to class 4D due to the shallow compacted clay layer that will restrict roots even with improved drainage.

For the purpose of this report, a mixed vegetable operation and a hand-picked blueberry operation are analyzed. The vegetable crops in this plan are used as examples only and a variety of crops could be produced on this land if the drainage is improved. The revenue and costs for the vegetable farms are based on the BC Ministry of Agriculture Planning for Profit Series for Mixed Vegetables and Berries.<sup>2</sup> The revenue and costs for the blueberry farming are based on the BC Ministry of Agriculture Planning for Profit for Hand-Picked Blueberries.

Start-up costs and operating costs are based on industry averages but may fluctuate from farm to farm. It should also be noted that all expenses in this report have been adjusted based on the Farm Input Price Index<sup>3</sup> and the Farm product price index.<sup>4</sup>

Based on the McTavish (2016) report the soils on the properties are mainly Annis and Richmond soil series. Review of soil information, vegetation, hydrologist report and landowner interviews indicate that large portions of the properties observed are borderline unimproved class 5W. The hydrological isolation of the property to the south and east combined with the culvert invert elevations and shallow slope of the Burrow Road ditch results in long-term water retention on the subject properties. A soil wetness (poor drainage) transition has been observed on the subject properties resulting in their land capability for agricultural classification deteriorating from 4W to 5W.

The subsoil on the majority of the properties is a massive grey silty clay that restricts drainage and root development. This results in a 4D classification (root-restricting limitation) in addition to the wetness limitation. This root restricting layer will remain even with improved drainage.

If the land was properly drained, which would require significant improvements in the drainage infrastructure, the land capability could be improved to Class 3W except where the root restricting layer indicates class 4WD

The crops that are suitable for these soils when drained are provided in Table 1.

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<sup>2</sup> BC Ministry of Agriculture. 2009. Planning for Profit Five Acre Mixed Vegetable and Berry Operation Full Production.

<sup>3</sup> Farm input price Index. <http://www5.statcan.gc.ca/cansim/a26?lang=eng&id=3280015> Accessed May 2017.

<sup>4</sup> Farm product price index. <http://www5.statcan.gc.ca/cansim/a26?lang=eng&id=20068> Accessed May 2017.

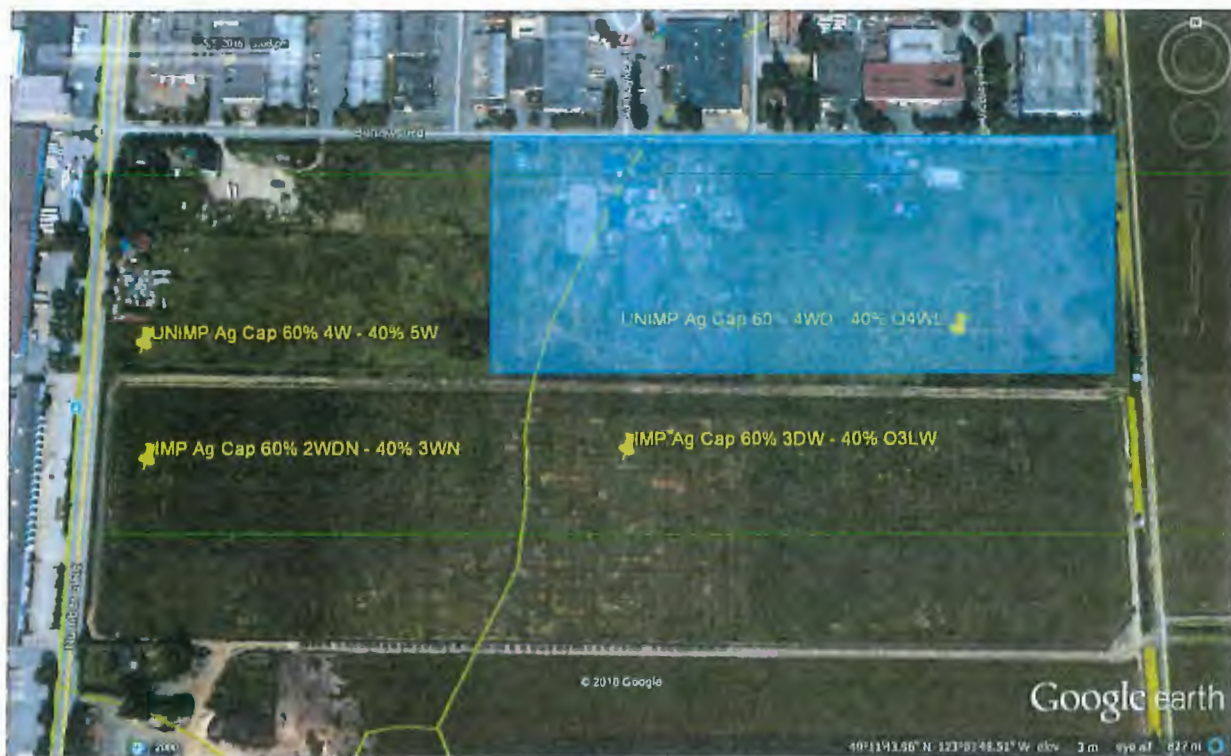


Figure 1 Property location and agricultural capability



Table 1 Soil management and crop considerations

Soil name	Soil management considerations from Bertrand et Al, 1991 and Luttmerding, 1984	Crop suitability from Bertrand et Al, 1991 and Luttmerding, 1984
Annis	<p>Poor drainage is the main agricultural limitation.</p> <p>Underdrains need to be closely spaced due to the moderately to slow perviousness of the subsoils.</p> <p>Periodic subsoiling will be required to loosen the silty clay subsoils is required to maintain the underdrains' efficiency as well as to improve aeration and root distribution</p> <p>Management required to minimize loss of the organic surface layer.</p> <p>Liming will generally be required to improve crop production.</p> <p>High water tables and variable bearing strengths also make road and building construction difficult and basements impractical.</p>	<p>Suited crops include pasture and forage crops and blueberries; and annual field crops including annual legumes, cereals, cole crops, corn, root crops excluding carrots, and shallow-rooted annual vegetables.</p> <p>Unsuited crops include nursery and Christmas trees, raspberries, strawberries and tree fruits because the soils will still have excessive water, even with artificial drainage, to allow for the production of these crops.</p>
Richmond	<p>Poor drainage and high water tables, especially during the winter, are the main agricultural limitations.</p> <p>Drainage controls require close spacing. Soils tend to be very acidic and liming management is required to minimize loss of the organic surface layer.</p> <p>Exposed soil surfaces are prone to wind and water erosion.</p> <p>High water tables and variable bearing strengths also make road and building construction difficult and basements impractical.</p>	<p>Suited crops include pasture and forage crops and blueberries; and annual field crops including annual legumes, cereals, cole crops, corn, root crops, and shallow-rooted annual vegetables.</p> <p>With adequate water table control these soils can be productive for intensive vegetable production.</p> <p>Unsuited crops include nursery and Christmas trees, raspberries, strawberries and tree fruits because the soils will still have excessive water. even with artificial drainage, to allow for the production of these crops.</p>

## 2.0 Crop Potential

With significant improvements in drainage the properties could support the following crops:

- annual legumes
- blueberries
- cereals
- cole crops
- corn
- perennial forage crops (though first cut may be late due to wet conditions)
- root vegetables (except carrots)
- shallow-rooted annual vegetables (except celery)

Artificial drainage will be required for water table control during the winter and to facilitate earlier cultivation and planting in the spring. The soils on this site will be susceptible to puddling and compaction, and should not be cultivated when wet. Winter cover crops on clean cultivated fields are also beneficial. Subsoil are relatively impervious, therefore subsoiling will improve water infiltration and rooting depth. Even though the water holding capacity of these soils is high, supplemental irrigation is required for optimum crop production during dry summers.

## 3.0 Projected Income and Expenses

The following section provides financial information on the projected revenue and expenses for the potential crops that could be produced on the subject properties. The financial data is provided on a per-acre basis since each property is a different size. The size of each property and the effective area for farming is provided in Table 2.

Table 2 Effective farming area for each property

Address	Property size (Acres)	Area available for farming (Acres)
14920 Burrows Road	4.6	3.6 (20% reduction for access roads and infrastructure)
14680 Burrows Road	4.6	2.5 (reduced for home footprint, access roads and infrastructure)
14540 Burrows Road	4.6	3.6 (20% reduction for access roads and infrastructure)
14400 Burrows Road	5.37	3.5 (reduced for home footprint, access roads and infrastructure)
14300 Burrows Road	3.7	2.4 (reduced for home footprint, access roads and infrastructure)

### 3.1 Handpicked blueberries

Table 3 shows the estimated gross margin (gross profit) per acre for hand-picked blueberries. The data is based on Planning for Profit 2007<sup>5</sup>. The estimated capital costs to start a farm, assuming a new farmer with no existing equipment, is approximately \$46,000 as shown in Appendix I. Indirect or administrative costs will vary considerably between operations, and therefore the information on indirect costs provided in Appendix I must be treated with caution. The projections do not incorporate drainage improvement costs.

Revenue for the blueberry model is based on farm gate sales direct to the public at a selling price of \$2.00 per pound. If blueberries are sold into the wholesale market, the price based on 2016 sales data is closer to \$0.70 per pound.

Based on \$2.00 per pound selling price the revenue per acre peaks in year 8 (mature plants) is ~\$16,000 per acre (Table 4). For a 3.6-acre farm with an owner salary allocation of \$10,000 per year starting in year 3, the total profit in year 8 would be ~\$42,500.00 with a negative cash position for 6 years (Table 5). If some of the product is sold wholesale or is sold at a discount to large retail buyers a blended price of \$1.25 per pound is used, resulting in a gross profit per acre would be ~\$6,700 (Table 6).

For a 3.6-acre blueberry farm using a blended selling price of \$1.25 per pound, the profit would peak at year 8 (plant maturity) at \$16,000.00 and the farm would still have an accumulated negative cash position at the end of year 8 (Table 6). The scenario for the smaller farms is worse as the allocation of capital start up costs are spread over a smaller acreage.

Table 2 provides the projected earning at year zero (planting year) and eight years after planting for each property at the blended price of \$1.25 per pound.

Table 3 Projected income per property at year 0 and year 8 at \$1.25/lb

Property	Projected profit year 0	Projected profit year 8
14920 Burrows Road (3.6 acres)	-\$ 62,149.00	\$ 16,000.00
14680 Burrows Road (2.5 acres)	-\$ 59,700.00	\$ 4,421.00
14540 Burrows Road (3.6 acres)	-\$ 62,149.00	\$ 16,000.00
14440 Burrows Road (3.6 acres)	-\$ 62,149.00	\$ 16,000.00
14300 Burrows Road (2.5 acres)	-\$ 59,700.00	\$ 4,421.00

<sup>5</sup> BC Ministry of Agriculture Planning for Profit Handpicked Blueberries 2007

### 3.2 Mixed vegetables

To determine 2017 income and expenses for a mixed vegetable farm, the data in the Planning for Profit Mixed Fruit and Vegetables from 2008<sup>6</sup> has been adjusted by the Farm Input Price Index<sup>7</sup> and revenue has been adjusted by the Farm Product Price Index.<sup>8</sup> This model assumes no cold storage and product sold directly to the public through the farm gate or at farmer's markets.

Based on the data provided in Table 7 and the calculation of indirect and capital costs provided in Appendix 2, the projected income statements for each farm are provided in Table 8. The projections include projected revenue based on direct marketing with no cold storage facility, direct costs and indirect costs. The projections assume that the owners pay themselves \$10,000 per year. The projections do not incorporate the cost of drainage infrastructure.

### 3.3 Forage

Due to the relatively poor improved agricultural capability of this site (3W to 4WD) grass forage would be the most appropriate crop. However, the small size of the land makes it impractical to grow forage as a commercial venture.

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<sup>6</sup> BC Ministry of Agriculture. 2008. Planning for Profit, Five Acre Mixed Vegetable Operation: Full Production.

<sup>7</sup> Statistics Canada table 002-0069 <http://www5.statcan.gc.ca/cansim/a26?lang=eng&id=3280015> Web Accessed May 2017

<sup>8</sup> Statistics Canada table 022-0070. <http://www5.statcan.gc.ca/cansim/a26?lang=eng&id=20068> Web Accessed May 2017



Table 4 Projected blueberry profit per acre (includes capital costs but not drainage improvement)

Revenue	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8
Harvest lb/acre	0	0	0	4000	7000	10000	11000	12000	13000
Price	2	2	2	2	2	2	2	2	2
Revenue/acre	0	0	0	8000	14000	20000	22000	24000	26000
Total Acres	1	1	1	1	1	1	1	1	1
Total Revenue	0	0	0	\$ 8,000.00	\$ 14,000.00	\$ 20,000.00	\$ 22,000.00	\$ 24,000.00	\$ 26,000.00
Expenses per 1 Acres									
Labour expenses	\$ 391.54	\$ 391.54	\$ 391.54	\$ 391.54	\$ 391.54	\$ 391.54	\$ 391.54	\$ 391.54	\$ 391.54
Land Lease Costs (\$400/acre)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Harvest labour expenses	\$ -	\$ -	\$ -	\$ 2,733.00	\$ 4,782.00	\$ 6,832.00	\$ 5,636.00	\$ 6,149.00	\$ 6,661.00
One time capital equipment	\$ 42,100.00								
Establishment costs	\$ 1,136.00								
Other non labour expenses	\$ 48,336.00	\$ 1,695.00	\$ 1,345.54	\$ 2,101.00	\$ 2,157.00	\$ 2,163.00	\$ 2,108.00	\$ 2,108.00	\$ 2,108.00
Agriculture Input Index applied to non-labour	1.17	1.17	1.17	1.17	1.17	1.17	1.17	1.17	1.17
Adjusted Expenses	58,177.33	2,378.08	1,968.51	5,586.91	7,701.54	9,758.58	8,498.12	9,011.12	9,523.12
<b>Gross Profit (including capital)</b>	<b>\$ (58,177.33)</b>	<b>\$ (2,378.08)</b>	<b>\$ (1,968.51)</b>	<b>\$ 2,413.09</b>	<b>\$ 6,298.46</b>	<b>\$ 10,241.42</b>	<b>\$ 13,501.88</b>	<b>\$ 14,988.88</b>	<b>\$ 16,476.88</b>

Table 5 Projected income statement for 3.6 acres of blueberries selling price of \$2.00/lb

Revenue	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8
Harvest lb/acre	0	0	0	4000	7000	10000	11000	12000	13000
Price	2	2	2	2	2	2	2	2	2
Revenue/acre	0	0	0	8000	14000	20000	22000	24000	26000
Total Acres	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6
Total Revenue	0	0	0	\$ 28,800.00	\$ 50,400.00	\$ 72,000.00	\$ 79,200.00	\$ 86,400.00	\$ 93,600.00
Expenses per 1 Acre									
Labour expenses	\$ 1,409.54	\$ 1,409.54	\$ 1,409.54	\$ 1,409.54	\$ 1,409.54	\$ 1,409.54	\$ 1,409.54	\$ 1,409.54	\$ 1,409.54
Owner salary	\$ -	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Harvest labour expenses	\$ -	\$ -	\$ -	\$ 9,838.80	\$ 17,215.20	\$ 24,595.20	\$ 20,289.60	\$ 22,136.40	\$ 23,979.60
One time capital equipment	\$ 42,100.00								
Establishment costs	\$ 4,089.60								
Other non labour expenses	\$ 48,336.00	\$ 6,102.00	\$ 6,102.00	\$ 6,102.00	\$ 6,102.00	\$ 6,102.00	\$ 6,102.00	\$ 6,102.00	\$ 6,102.00
Agriculture Input Index applied to non-labour	1.17	1.17	1.17	1.17	1.17	1.17	1.17	1.17	1.17
Adjusted Expenses	62,148.94	8,561.09	8,561.09	28,399.89	35,776.29	43,156.29	38,850.69	40,697.49	42,540.69
<b>Gross Profit (including capital)</b>	<b>\$ (62,148.94)</b>	<b>\$ (8,561.09)</b>	<b>\$ (8,561.09)</b>	<b>\$ 400.11</b>	<b>\$ 14,623.71</b>	<b>\$ 28,843.71</b>	<b>\$ 40,349.31</b>	<b>\$ 45,702.51</b>	<b>\$ 51,059.31</b>
Accumulated cash	\$ (62,148.94)	\$ 70,710.02	\$ 79,271.11	\$ 78,871.00	\$ 64,247.29	\$ 35,403.58	\$ 4,945.74	\$ 50,648.25	\$ 101,707.56

Table 6 Blueberry projected income statement at \$1.25/lb selling price

Revenue	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8
Harvest lb/acre	0	0	0	4000	7000	10000	11000	12000	13000
Price	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25
Revenue/acre	0	0	0	5000	8750	12500	13750	15000	16250
Total Acres	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6	3.6
Total Revenue	0	0	0	\$ 18,000.00	\$ 31,500.00	\$ 45,000.00	\$ 49,500.00	\$ 54,000.00	\$ 58,500.00
Expenses per 1 Acre									
Labour expenses	\$ 1,409.54	\$ 1,409.54	\$ 1,409.54	\$ 1,409.54	\$ 1,409.54	\$ 1,409.54	\$ 1,409.54	\$ 1,409.54	\$ 1,409.54
Owner salary	\$ -	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Harvest labour expenses	\$ -	\$ -	\$ -	\$ 9,838.80	\$ 17,215.20	\$ 24,595.20	\$ 20,289.60	\$ 22,136.40	\$ 23,979.60
One time capital equipment	\$ 42,100.00								
Establishment costs	\$ 4,089.60								
Other non labour expenses	\$ 48,336.00	\$ 6,102.00	\$ 6,102.00	\$ 6,102.00	\$ 6,102.00	\$ 6,102.00	\$ 6,102.00	\$ 6,102.00	\$ 6,102.00
Agriculture Input Index applied to non-labour	1.17	1.17	1.17	1.17	1.17	1.17	1.17	1.17	1.17
Adjusted Expenses	62,148.94	8,561.09	8,561.09	28,399.89	35,776.29	43,156.29	38,850.69	40,697.49	42,540.69
<b>Gross Profit (including capital)</b>	<b>\$ (62,148.94)</b>	<b>\$ (8,561.09)</b>	<b>\$ (8,561.09)</b>	<b>\$ (10,399.89)</b>	<b>\$ (4,276.29)</b>	<b>\$ 1,843.71</b>	<b>\$ 10,649.31</b>	<b>\$ 13,302.51</b>	<b>\$ 15,959.31</b>
Accumulated cash	\$ (62,148.94)	-\$ 70,710.02	-\$ 79,271.11	-\$ 89,671.00	-\$ 93,947.29	-\$ 92,103.58	-\$ 81,454.26	-\$ 68,151.75	-\$ 52,192.44

Table 7 Mixed vegetable production gross profit margin per acre

VEGETABLE CROP	PRODUCTION AREA	REVENUE	REVENUE FOR TOTAL PRODUCTION AREA = Production Area X Revenue	DIRECT COSTS	DIRECT COSTS FOR TOTAL PRODUCTION AREA = Production Area X Direct Cost	GROSS MARGIN = Revenue less Direct Costs	GROSS MARGIN FOR TOTAL PRODUCTION AREA = Revenue less Direct Costs
Unit	sq.ft	\$/sq.ft.	\$	\$/sq.ft.	\$	per sq/ft	\$
Brussel Sprouts	2,500	0.2636	659.00	0.141	352.50	0.1226	306.50
Beets	3,750	0.3852	1,444.50	0.183	686.25	0.2022	758.25
Broccoli	2,500	0.2100	525.00	0.128	320.00	0.0820	205.00
Cabbage	3,750	0.5090	1,908.75	0.149	558.75	0.3600	1,350.00
Lettuce	4,250	0.4604	1,956.70	0.135	573.75	0.3254	1,382.95
Onions	3,750	0.7377	2,766.38	0.154	577.50	0.5837	2,188.88
Peas	2,500	0.4824	1,206.00	0.280	700.00	0.2024	506.00
Potatoes	3,000	0.3124	937.20	0.156	468.00	0.1564	459.20
Pumpkin	2,500	0.2574	643.50	0.090	225.00	0.1674	418.50
Rhubarb	2,500	0.4421	1,105.25	0.134	335.00	0.3081	770.25
Spinach	2,500	0.5434	1,358.50	0.328	820.00	0.2154	538.50
Squash	2,500	0.4388	1,097.00	0.092	230.00	0.3468	867.00
Turnips/Rutabaga	5,000	0.9694	4,847.00	0.210	1,050.00	0.7594	3,797.00
Zucchini	2,500	0.1675	418.75	0.099	247.50	0.0685	171.25
<b>TOTAL FOR ALL CROPS PER ACRE</b>	<b>43,500</b>		<b>20,873.53</b>		<b>7,144.25</b>		<b>13,729.28</b>
Adjustment for farm price index			1.18		1.207		
Adjusted Total Per Acre			\$24,630.76		\$8,623.11		\$16,007.65

Table 8 Summary of projected vegetable farm profit per property

<b>Property</b>	<b>Annual projected profit before tax</b>
14920 Burrows Road (3.6 acres)	\$ 20,453.98
14680 Burrows Road (2.5 acres)	\$ 3,598.52
14540 Burrows Road (3.6 acres)	\$ 20,453.98
14440 Burrows Road (3.6 acres)	\$ 20,453.98
14300 Burrows Road (2.5 acres)	\$ 3,598.52

## 4.0 Summary

The poor soil conditions that lead to an improved agricultural capability of 3W to 4WD and the small lot size limit the crop choices on these properties. Based on the analysis in this report, mixed vegetables and/or blueberries could be produced on these properties. Both scenarios require capital investments in buildings and equipment as well as the required drainage improvements.

## Appendix I      Details on cost analysis for blueberries

Table 9 Estimated Capital Costs per property

Capital Item	Cost
Storage Building and Machine Shed	\$ 17,100.00
Tractor and Implements	\$ 25,000.00
Fencing	\$ 0.00
Irrigation (per acre)	\$ 1,368.00
Posts and trellises	\$ 1,254.00
Cold storage	\$ 0.00
Other	\$ 1,368.00
<b>Total Estimated</b>	<b>\$ 46,090.00</b>

Table 10 Estimated Indirect Costs

Indirect Costs	Cost
Accounting and Legal	\$ 2,000.00
Bank Charges	\$ 500.00
Insurance	\$ 1,500.00
Utilities	\$ 5,000.00
Auto expenses	\$ 1,500.00
Office supplies and postage	\$ 1,000.00
Telephone	\$ 1,500.00
Small tools and Supplies	\$ 3,000.00
WCB, EI CPP	\$ 1,800.00
<b>Total</b>	<b>\$ 17,800.00</b>

Since this is assumed to be a start-up operation there will be additional costs of interest on bank loans, depreciation and salary for the farm owner.

Table 11 Other Indirect Costs

Item	Cost
Assume Start Up Loan of \$25,000 with Interest of 6%	\$ 1,500.00
Assume operating line of \$20,000 at 8% for 6 Months	\$ 800.00
Total Interest	\$ 2,300.00
Depreciation at 10%	\$ 2,500.00
Owner Salary	\$ 10,000.00

Table 12 Projected income statement per acre with blended price of \$1.25 per pound

Revenue	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8
Harvest lb/acre	0	0	0	4000	7000	10000	11000	12000	13000
Price	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25
Revenue/acre	0	0	0	5000	8750	12500	13750	15000	16250
Total Acres	1	1	1	1	1	1	1	1	1
Total Revenue	0	0	0	\$ 5,000.00	\$ 8,750.00	\$ 12,500.00	\$ 13,750.00	\$ 15,000.00	\$ 16,250.00
Expenses per 1 Acres									
Labour expenses	\$ 391.54	\$ 391.54	\$ 391.54	\$ 391.54	\$ 391.54	\$ 391.54	\$ 391.54	\$ 391.54	\$ 391.54
Land Lease Costs (\$400/acre)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Harvest labour expenses	\$ -	\$ -	\$ -	\$ 2,733.00	\$ 4,782.00	\$ 6,832.00	\$ 5,636.00	\$ 6,149.00	\$ 6,661.00
One time capital equipment	\$ 42,100.00								
Establishment costs	\$ 1,136.00								
Other non labour expenses	\$ 48,336.00	\$ 1,695.00	\$ 1,345.54	\$ 2,101.00	\$ 2,157.00	\$ 2,163.00	\$ 2,108.00	\$ 2,108.00	\$ 2,108.00
Agriculture Input Index applied to non-labour	1.17	1.17	1.17	1.17	1.17	1.17	1.17	1.17	1.17
Adjusted Expenses	58,177.33	2,378.08	1,968.51	5,586.91	7,701.54	9,758.58	8,498.12	9,011.12	9,523.12
<b>Gross Profit (including capital)</b>	<b>\$ (58,177.33)</b>	<b>\$ (2,378.08)</b>	<b>\$ (1,968.51)</b>	<b>\$ (586.91)</b>	<b>\$ 1,048.46</b>	<b>\$ 2,741.42</b>	<b>\$ 5,251.88</b>	<b>\$ 5,988.88</b>	<b>\$ 6,726.88</b>
Accumulated cash	\$ (58,177.33)	\$ 60,555.41	\$ 62,523.92	\$ 63,110.84	\$ 62,062.38	\$ 59,320.96	\$ 54,069.07	\$ 48,080.19	\$ 41,353.30





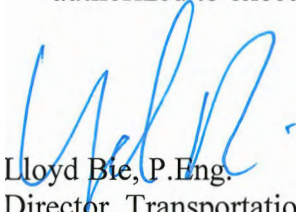
# City of Richmond

## Report to Committee

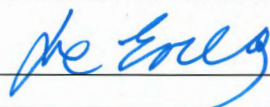

**To:** Public Works and Transportation Committee  
**From:** Lloyd Bie, P.Eng.  
Director, Transportation  
**Date:** November 7, 2019  
**File:** 02-0775-50-6537/Vol  
01  
**Re:** **Recommendation to Award Contract 6537Q - Supply and Delivery of Audible Accessible Pedestrian Signals**

### Staff Recommendation

1. That Contract 6537Q - Supply and Delivery of Audible Accessible Pedestrian Signals be awarded to Astrographics Industries Ltd as described in the report titled "Recommendation to Award Contract 6537Q - Supply and Delivery of Audible Accessible Pedestrian Signals" dated November 7, 2019 from the Director, Transportation; and
2. That the Chief Administrative Officer and General Manager, Planning and Development, be authorized to execute the contract between the City and Astrographics Industries Ltd.

  
Lloyd Bie, P.Eng.  
Director, Transportation  
(604-276-4131)

Att. 1

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

## Staff Report

### Origin

In July 2007, Council approved the establishment of an annual program for the installation of enhanced accessible pedestrian signal (APS) features (Attachment 1) at traffic signals, pedestrian signals and special crosswalks. An implementation strategy commenced in 2008 with all new locations to include APS devices as the City standard, and existing locations to be retrofitted with APS devices over a multi-year period

A competitive procurement process was undertaken to identify a qualified contractor to supply new APS devices over a five-year term in order to complete the retrofit of existing locations that do not have APS devices and replace existing APS devices that have reached the end of their life cycle.

This report supports Council's Strategic Plan 2018-2022 Strategy #1 A Safe and Resilient City:

*Enhance and protect the safety and well-being of Richmond.*

*1.2 Future-proof and maintain city infrastructure to keep the community safe.*

This report supports Council's Strategic Plan 2018-2022 Strategy #5 Sound Financial Management:

*Accountable, transparent, and responsible financial management that supports the needs of the community into the future.*

*5.2 Clear accountability through transparent budgeting practices and effective public communication.*

*5.3 Decision-making focuses on sustainability and considers circular economic principles.*

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.*

*6.3 Build on transportation and active mobility networks.*



Traffic Signal

## Analysis

### Procurement Process and Recommendation

A procurement process was undertaken to identify the most qualified and experienced contractor to supply APS devices with quantities over a five-year term sufficient to enable installation in:

- the remaining existing locations (38 traffic signals) that do not have APS devices;
- existing locations with APS devices (58 traffic signals) that have reached the end of their life cycle; and
- new locations.

A Request for Quotations (RFQ) for the Supply and Delivery of Audible Accessible Pedestrian Signals was posted on BC Bid by the City in June 2019. Three quotations were received; one quotation was eliminated as it did not meet the minimum requirements of the RFQ (i.e., the product did not provide the City's required APS features). The remaining two quotations were evaluated by Transportation staff according to the following criteria:

- 1) Financial Performance (total cost): 30% weighting
- 2) Product Performance: 30% weighting
- 3) Product Warranty and Technical Support: 20% weighting
- 4) References: 20% weighting

The quotation received from Astrographics Industries Ltd. received the highest overall score from the review team and was the lowest priced quotation received in response to the RFQ that also met the required specifications (Table 1).

Table 1: Pricing of Proposals Evaluated  
(based on forecast product requirements over five-year term)

<b>Proponent</b>	<b>Pricing</b>	<b>Average Score</b>
Astrographics Industries Ltd	\$720,480.00	61.3
Econolite Canada	\$759,501.60	51.5

Astrographics is the distributor of the APS product, which is made by Polara Enterprises. Polara has been in business since 1996 with over 400,000 APS units installed in North America. Astrographics has supplied this product to the City of Burnaby, City of Langley and City of Saskatoon.

The priority for the first two years of the contract will be the retrofit of existing locations that do not have APS devices. The replacement of existing APS devices that have reached the end of their life cycle will be the focus of the remaining three years of the contract.

APS devices that are no longer usable will be recycled by Cobra Electric, who is the City's electrical contractor. Products are broken down into components (e.g., metal, electronics, plastic), sorted and recycled at local centres.

**Financial Impact**

The supply of APS devices for this contract will be funded from previously approved capital projects (Accessible Pedestrian Signal Program) and projects that have been included in the 2020 budget process. Annual expenditures over the five-year term will not exceed Council-approved funding.

**Conclusion**

The City has an annual program for the installation of enhanced accessible pedestrian signal (APS) features at traffic signals, pedestrian signals and special crosswalks. To fulfil the ongoing objectives of the program, a competitive procurement process was undertaken to secure the supply of APS devices over a five-year term. Based on the evaluation process, the City wishes to negotiate and enter into an agreement with Astrographics Industries Ltd for the provision of APS devices as outlined in the RFQ and this report.



Bill Johal  
Supervisor, Traffic Signal Systems  
(604-276-4298)



Joan Caravan  
Transportation Planner  
(604-276-4035)

BJ:bj

Att. 1: Required Accessible Pedestrian Signal Features

### Required Accessible Pedestrian Signal Features

The City's required APS features are based on industry guidelines and reflect consultation with Richmond Centre for Disability (RCD) and representatives from Canadian Institute for the Blind (CNIB) and Advocates for Sight Impaired Consumers (ASIC).

Feature	Description	Special Crosswalk	Pedestrian Signal	Traffic Signal
Pole Locator Tone	<ul style="list-style-type: none"> <li>Pole locator tone during DON'T WALK phase</li> <li>Repeated once every 2 seconds</li> </ul>	√	√	√
Tactile Arrow in Direction of Crossing		√	√	√
Vibrating Tactile Arrow in Direction of Crossing	<ul style="list-style-type: none"> <li>APS arrow vibrates when WALK light is on</li> </ul>	N/A	√	√
Red LED Light on Button Push	<ul style="list-style-type: none"> <li>Red LED light illuminates on button push</li> </ul>	√	√	√
Audible Confirmation Tone on Button Push		√	√	√
Custom Audio Message: verbal wayfinding message	<ul style="list-style-type: none"> <li>Wayfinding message following audible acknowledgment (e.g., <i>3 Road crossing Granville</i>)</li> <li>Single repetition of entire message with each push of button except during WALK indication</li> <li>Wayfinding message played on push button station when activated by a pedestrian only</li> </ul>	√	√	√
Custom Audio Message: verbal "caution" message	<ul style="list-style-type: none"> <li>"Caution" message following verbal wayfinding message (e.g., <i>Amber lights flashing. Use caution. Vehicles may not stop immediately. Amber lights flashing. Use caution</i>)</li> <li>Play verbal "caution" message in its entirety (approx. 15 sec) in place of cuckoo or chirp</li> </ul>	√	N/A	N/A
Standard Audible Indicators	<ul style="list-style-type: none"> <li>Upon actuation of the WALK indication, the standard North-South "cuckoo" sound and East-West "chirp" plays at both sides of crosswalk along with corresponding vibrating tactile arrow</li> </ul>	N/A	√	√
Volume/Sound	<ul style="list-style-type: none"> <li>Minimum and maximum volume setting options</li> <li>All sounds capable of adjusting automatically to ambient noise</li> <li>Sounds synchronize across all push button stations</li> <li>Pole locator tone, acknowledgment/wayfinding message and cuckoo/chirp capable of having separate volume control options</li> </ul>	√	√	√
Increased Volume on Demand	<ul style="list-style-type: none"> <li>Increased volume with extended button press (3 sec)</li> <li>Wayfinding message and standard audible indicators have increased volume feature</li> <li>Button press time is adjustable</li> <li>Increased volume with extended button press is adjustable</li> </ul>	√	√	√
Pushbutton Appearance	<ul style="list-style-type: none"> <li>APS pushbutton, sign and locating tone incorporated into an integrated unit</li> </ul>	√	√	√
Braille and Raised Letter Street Name	<ul style="list-style-type: none"> <li>Pushbutton sign capable of adding Braille and raised street name</li> </ul>	√	√	√
Pushbutton Housing Requirements	<ul style="list-style-type: none"> <li>Vandal proof and powder coated to provide high contrast for the visually impaired</li> <li>Housing made of corrosion-resistant material</li> </ul>	√	√	√
Communication	<ul style="list-style-type: none"> <li>Ability to communicate remotely (wired or wireless)</li> <li>Preference for ability to remotely provide real-time fault alerts</li> </ul>	√	√	√



# City of Richmond

## Report to Committee

**To:** Public Works and Transportation Committee      **Date:** November 22, 2019  
**From:** Eric Sparolin, P.Eng.  
Acting Manager, Engineering Design and Construction      **File:** 10-6050-01/2019-Vol 01  
**Re:** **Sanitary Sewer Replacement – 6000 Block Buswell Street**

### Staff Recommendation

That funding of \$1,500,000 from the Sewer Utility Reserve be approved to complete the sanitary sewer replacement in the 6000 Block of Buswell Street and be included in the Consolidated 5 Year Financial Plan (2020-2024).

Eric Sparolin, P.Eng.  
Acting Manager, Engineering Design and Construction  
(604-247-4915)

Att. 1

REPORT CONCURRENCE		
<b>ROUTED TO:</b>  Finance Department Sewerage & Drainage	<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

In October 2019, during maintenance of the sanitary sewers around Buswell Street and Cooney Road, staff discovered a section of failed sanitary sewer in the 6000 Block of Buswell Street (Attachment 1). A section of sanitary sewer is now out of service. A temporary sanitary sewer bypass system has been installed by City forces and remains in place to provide continuous sewer service to the surrounding properties. It is necessary to repair the sanitary sewer and restore the sanitary system to normal operation.

This report supports Council's Strategic Plan 2018-2022 Strategy #1 A Safe and Resilient City:

*Enhance and protect the safety and well-being of Richmond.*

*1.2 Future-proof and maintain city infrastructure to keep the community safe.*

### Analysis

The City has a 200mm diameter sanitary sewer constructed in 1970 that is located in a statutory right-of-way at the rear of 6380 Buswell Street, and is approximately 3.5m below ground level.

During maintenance operations the sewers are flushed and cleaned to remove any debris in the sewer that may eventually build up and cause a blockage. While performing maintenance on this sewer, staff discovered that sections of this sewer main and manhole have been damaged, resulting in blockages and ground settlement around the manhole.

City forces have installed a temporary sanitary sewer bypass system to maintain sewer service to nearby properties. Although the bypass pumps are in place, there is a high risk of a blockage occurring in the existing sanitary sewer and bypass system. Since this may result in damage to private properties, repair and replacement of the sanitary sewer must start immediately.

The anticipated scope of emergency work includes ground stabilization measures and replacement of approximately 50m of deep sanitary sewer.

A BC Hydro transformer that provides power to adjacent multi-family residential properties is in close proximity to the area of the ground settlement. BC Hydro has been monitoring the transformer and has confirmed that it is currently operational. The City has retained a geotechnical engineer to provide technical support and recommendations to minimise any further settlement and potential impacts to the surrounding area including the BC Hydro transformer and underground ducts. Staff will continue working with BC Hydro to coordinate the sanitary sewer repair and ground stabilization works to avoid disruption of BC Hydro power service.

In accordance with the City's Procurement Policy (Policy 3104), procurement would be excluded from normal purchasing practices as this is considered an unforeseeable urgent situation or emergency. Costs to date to for the bypass system can be accommodated within the



current Financial Plan to address this urgent situation/emergency. Should Council not approve the funding request of \$1,500,000, any incurred emergency works costs that cannot be accommodated within the Financial Plan will be reported to Council and the Financial Plan will be amended to include the expenditure and the funding source.

### **Financial Impact**

The total estimated capital cost is \$1,500,000 for repair and replacement of the failing sanitary sewer in the 6000 Block of Buswell Street.

In order to commence this emergency work in 2019, staff recommend that an existing Council approved sanitary sewer capital project be utilized as a temporary funding source until this additional \$1,500,000 funded by the Sanitary Sewer Reserve Fund is included in the Consolidated 5 Year Financial Plan (2020-2024).

### **Conclusion**

The sanitary sewer system in the statutory right-of-way in the 6000 Block Buswell Street has failed. Repair and replacement of this sewer is required to provide sanitary service to the adjacent residences.

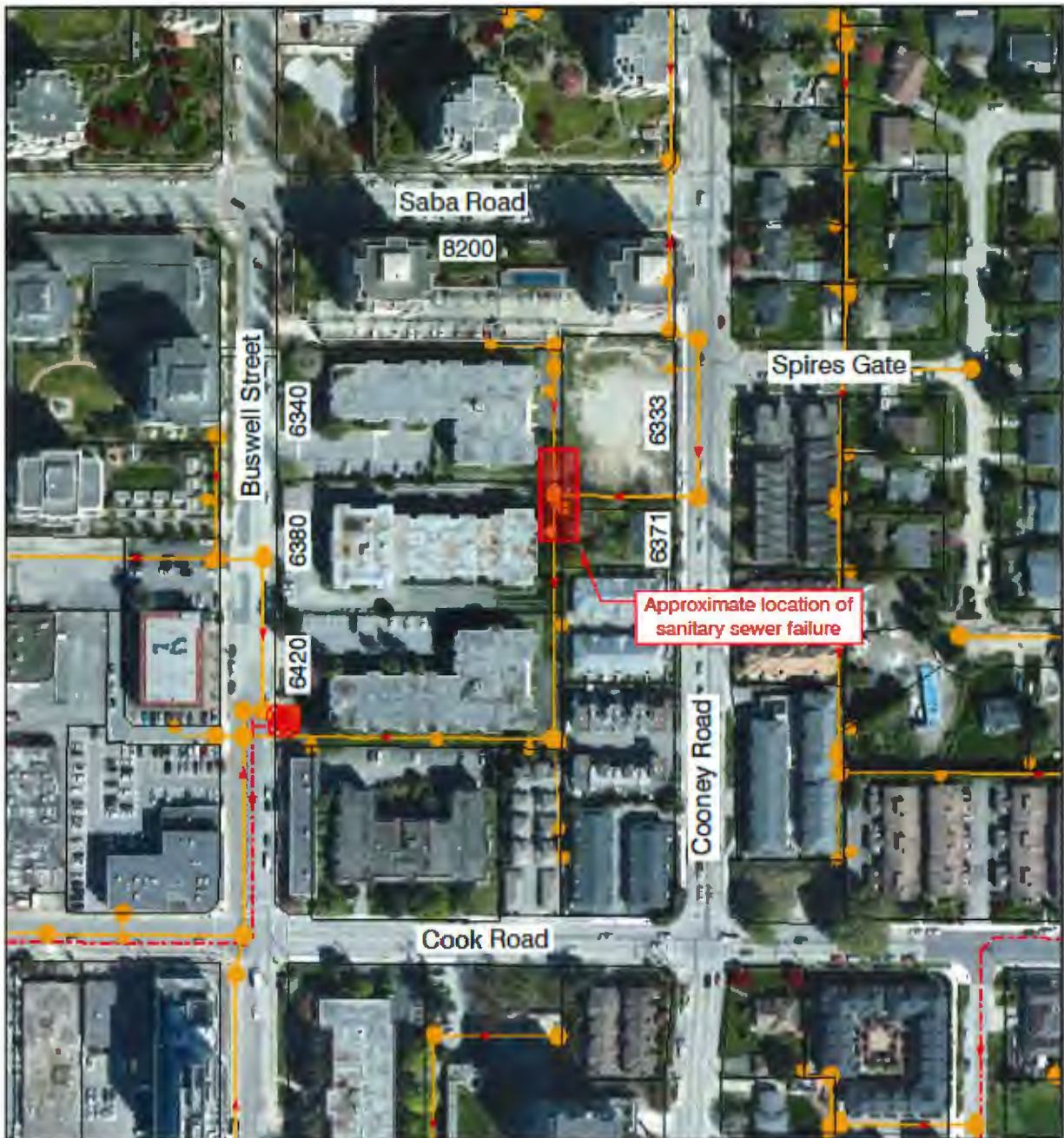


Eric Sparolin, P.Eng.  
Acting Manager, Engineering Design and Construction  
(604-247-4915)

ES:

Att. 1: Sanitary Sewer Failure Location

## Attachment 1 - Sanitary Sewer Failure Location





# City of Richmond

## Report to Committee

**To:** Public Works and Transportation Committee

**Date:** December 3, 2019

**From:** Suzanne Bycraft  
Manager, Fleet & Environmental Programs

**File:** 02-0780-01/CL Vol. 02

Jim Wishlove  
Deputy Fire Chief

**Re:** Award of Contract 6153P - Supply and Delivery of Vehicle and Equipment  
Tires and Certified Tire Services

### Staff Recommendation

That Contract 6153P, Supply and Delivery of Vehicle and Equipment Tires and Certified Tire Services, be awarded at the rates quoted for up to a maximum four year term, as per the key terms outlined in the staff report titled "Award of Contract 6153P – Supply and Delivery of Vehicle and Equipment Tires and Certified Tire Services" dated December 3, 2019 and as follows:

- a) Kal Tire for the supply of tires and tire services for Richmond Fire Rescue up to a maximum of \$115,000; and
- b) Fountain Tire for the supply of tires and tire services for Fleet Operations up to a maximum of \$960,000.

Manager, Fleet & Environmental Programs  
(604-233-3338)

Jim Wishlove  
Deputy Fire Chief  
(604-303-2715)

REPORT CONCURRENCE		
<b>ROUTED TO:</b>  Finance Department	<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> 	<b>APPROVED BY CAO</b>  

## Staff Report

### Origin

The City contracts for the provision of tires and tire related services (repair flat tires, various tire repairs) to support vehicle needs in Richmond Fire Rescue and Fleet Operations. The annual value of these services is approximately \$275,000.

This report presents the results of the submissions received to a competitive tendering process and recommends the contract be awarded based on best value and in the manner that best meets the respective business unit's needs.

This report supports Council's Strategic Plan 2018-2022 Strategy #1 A Safe and Resilient City:

*Enhance and protect the safety and well-being of Richmond.*

*1.2 Future-proof and maintain city infrastructure to keep the community safe.*

### Analysis

#### Tendering Process

RFP 6153P, Supply and Delivery of Vehicle and Equipment Tires and Certified Tire Service, was issued to the marketplace. Responses were received from two vendors – Kal Tire and Fountain Tire as follows. The estimated value is shown by each business unit.

Table 1: Responses

<b>Company</b>	<b>Richmond Fire Rescue Annual Contract Value</b>	<b>Fleet Operations Annual Contract Value</b>
Kal Tire	\$ 23,826.62	\$263,455.68
Fountain Tire	\$ 25,725.52	\$200,213.57

#### Review Process

Operations staff from Richmond Fire Rescue and Fleet Operations undertook independent reviews of the proposal responses. Richmond Fire Rescue rated Kal Tire as the highest ranking respondent due to tire quality demands for emergency response units, as well as product response turnaround capability of Kal Tire (a critical consideration for Richmond Fire Rescue due to the nature of their operations). The response from Kal Tire also represents best value for Richmond Fire Rescue.

Fleet Operations staff rated Fountain Tire as the lowest cost responsive and responsible bidder. It is therefore recommended that the proposal award be to Kal Tire for Richmond Fire Rescue and Fountain Tire for Fleet Operations.

#### Contract Term

The initial term of both contracts is two years, with two additional two-year terms and an additional one-year term, for a total available term of up to seven years.

- The contract pricing for the provision of tires and tire related services as submitted by Kal Tire remains fixed for the initial two-year term.
- The contract pricing for the provision of tires only as submitted by Fountain Tire is fixed for an initial twelve-month term.
- The contract pricing for tire related services as submitted by Fountain Tire remains fixed for the initial two-year term.
- Pricing adjustments beyond the initial terms were not provided by either respondent due to the cyclical nature of fuel pricing, which is the key inflationary factor in the tire manufacturing process. As such, staff will review inflationary adjustments to ensure alignment with appropriate consumer price indices.

A four-year term is recommended for this contract.

### Financial Analysis

The cost of services over the recommended term is outlined below. Costs are shown by business unit based on an estimated annual amount, plus a general contingency for unforeseen items (adjusted to produce round numbers), with an estimated annual amount shown, finally showing the estimated total over the recommended four-year term.

Table 2: Richmond Fire Rescue Pricing - Recommended Award to Kal Tire

<b>Services</b>	<b>Annual Cost</b>	<b>Contingency (~20%)</b>	<b>Annual</b>	<b>4-Year Term Total</b>
Tire Services	\$ 2,698.07			
Tire Purchases	\$21,128.55			
<b>Total</b>	<b>\$23,826.62</b>	<b>\$4,923.38</b>	<b>\$28,750</b>	<b>\$115,000</b>

Table 3: Fleet Operations Pricing - Recommended Award to Fountain Tire

<b>Services</b>	<b>Annual Cost</b>	<b>Contingency (~20%)</b>	<b>Annual</b>	<b>4-Year Term Total</b>
Tire Services	\$ 61,641.50			
Tire Purchases	\$138,572.07			
<b>Total</b>	<b>\$200,213.57</b>	<b>\$39,786.43</b>	<b>\$240,000</b>	<b>\$960,000</b>

### **Financial Impact**

The total estimated annual amount for Richmond Fire Rescue is \$28,750 or \$115,000 over the four year term recommended. The total estimated amount for Fleet Operations is \$240,000 or \$960,000 over the four year term recommended.

Funding is provided in each respective business unit's annual operating budget allocations.



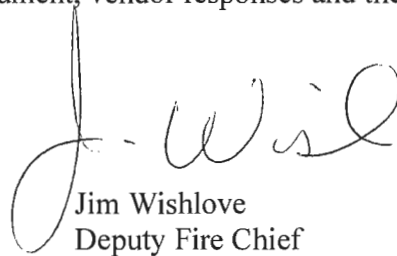
## Conclusion

This report presents the results of a competitive tendering process under 6153P - Supply and Delivery of Vehicle and Equipment Tires and Certified Tire Services to support Richmond Fire Rescue and Fleet Operations requirements. It is recommended to award services for Richmond Fire Rescue to the lowest responsive and responsible bidder (Kal Tire) to meet quality and service demands for fire vehicle apparatus. It is recommended to award the provision of tires and tire related services to the lowest responsive and responsible bidder (Fountain Tire) for Fleet Operations vehicle related requirements.

The form of contract will incorporate the City's proposal document, vendor responses and the City-issued purchase order to each respective vendor.



Suzanne Bycraft  
Manager, Fleet and Environmental Programs  
(604-233-3338)



Jim Wishlove  
Deputy Fire Chief

SJB:



# City of Richmond

## Report to Committee

**To:** Parks, Recreation and Cultural Services  
Committee

**Date:** December 3, 2019

**From:** Marie Fenwick  
Director, Arts, Culture and Heritage

**File:** 11-7000-09-20-089/Vol  
01

**Re:** 2020 Engaging Artists in Community Program Public Art Projects

### Staff Recommendation

That the three artist proposals for the community public art projects in partnership with West Richmond Community Centre Association, Thompson Community Centre Association and Parks Programs as presented in the staff report titled "2020 Engaging Artists in Community Program Public Art Projects," dated December 3, 2019, from the Director, Arts, Culture and Heritage Services, be endorsed.

Marie Fenwick  
Director, Arts, Culture and Heritage  
(604-276-4288)

Att. 2

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



## **Staff Report**

### **Origin**

Richmond's Community Public Art Program creates opportunities for collaborative art projects involving community associations, schools, community groups and professional artists of all disciplines.

This report recommends three artist proposals for community public art projects in partnership with West Richmond Community Centre Association, Thompson Community Centre Association and Parks Programs.

This report supports Council's Strategic Plan 2018-2022 Strategy #3 One Community Together:

*Vibrant and diverse arts and cultural activities and opportunities for community engagement and connection.*

This report supports Council's Strategic Plan 2018-2022 Strategy #4 An Active and Thriving Richmond:

*An active and thriving community characterized by diverse social and wellness programs, services and spaces that foster health and well-being for all.*

### **Analysis**

#### **Background**

The Engaging Artists in Community Public Art program invites emerging and professional artists to imagine innovative ways to engage seniors, adults, youth and children in the making of artwork to foster individual creative expression, multigenerational and cross-cultural exchange, and community building.

The following Engaging Artists in Community Public Art projects have been completed since 2016:

- Harvest Full Moon Project at City Centre Community Centre;
- spART at Thompson Community Centre;
- Minoru Seniors Legacy Stories at Minoru Place Activity Centre;
- Great Blue Heron at McLean Park;
- Tide Water Tales at Britannia Shipyards National Historic Site;
- FANFARE at Minoru Arenas;
- Musqueam Artist Workshops at Richmond Public Library (Brighthouse Branch);
- The Interpreter Project at Richmond Nature Park; and
- Minoru Manifesto at Minoru Chapel and City Centre Community Centre.

In the summer of 2019, staff invited interested community associations and City departments to participate in the 2020 Engaging Artists in Community Program. The following organizations and City Departments provided an expression of interest to work with an artist:

- Parks Programs (for Terra Nova Rural Park);
- Thompson Community Association;
- West Richmond Community Association;
- Cambie Community Association;
- Richmond Arts Centre; and
- Richmond Art Gallery.

Three locations were selected:

1. West Richmond Community Centre for an Artist-In-Residence Project;
2. Thompson Community Centre for a Community Mural Project; and
3. Terra Nova Rural Park for an Artist-In-Residence Project.

#### Terms of Reference and Artist Selection

The projects' Terms of Reference were developed in consultation with the selected partners. Profiles were included in the Artist Call to describe the three separate artist opportunities. This information assisted artists in choosing to apply for the opportunity that best matched their skill sets and interests (Attachment 1).

The Artist Call was issued on September 3, 2019 and closed on September 30, 2019. Staff received a total of 18 artist applications for the three artist opportunities. The selection process for each opportunity was implemented in accordance with the terms of the Public Art Program Policy Administrative Procedures. All artist proposals were evaluated on the basis of artistic merit, appropriateness to the goals of the Community Public Art Program, community organization objectives, artist qualifications and project feasibility.

The following three artist proposals were presented to the Richmond Public Art Advisory Committee (RPAAC) on November 19, 2019. RPAAC endorsed and supported all proposed projects with no feedback.

#### West Richmond Community Centre Artist-In-Residence

The artist selection meeting for the West Richmond Community Centre Artist-in-Residence Project took place on October 22, 2019. The selection panel included the following four members:

- Rachel Ling – Community Member
- Warren McLachlan –Artist
- Jat Puri – Vice President, West Richmond Community Centre Association
- Shelley Rothenburger – Artist

Panel advisors included City staff from West Richmond Community Centre and the Public Art Program.

Artist Sandi WanJun Liang was recommended for the West Richmond Community Centre Artist-in-Residence opportunity. Ms. Liang is a Richmond-based artist with a socially-oriented practice. Her proposed project, *Hello!* will engage community participants of all ages in a series of public workshops and projects to encourage intergenerational storytelling and cultural exchange. The artist wishes to build community and create a sense of place for those who may experience isolation due to language and other accessibility barriers. (Attachment 2).

The recommended proposal was presented to the West Richmond Community Association Board on November 20, 2019 for information. Public Art staff will continue to work with West Richmond Community Centre staff and the artist on the project plan and deliverables.

#### Thompson Community Centre Mural Project

The artist selection meeting for the Thompson Community Centre Community Mural Project took place on October 30, 2019. The selection panel included the following five members:

- Guy Anderson – President, Thompson Community Association
- Tara Lee Bennett – Artist
- Clara Fu – Thompson Community Centre Art Committee Member
- Nadia Mahamoor –Artist
- Richard Reiner – Thompson Community Centre Art Committee Member

Panel advisors included City staff from the Thompson Community Centre and the Public Art Program.

Artists Dawn Lo and April dela Noche Milne were recommended for the Thompson Community Centre Mural Project. Dawn Lo is a Richmond-based artist and Ms. Milne is a Filipino-Canadian artist based in Vancouver. Both have practices in illustration incorporating drawing, painting, silkscreen printmaking and murals. Their proposal will include five community engagement workshops for all ages to spark responses to questions involving the past, present and future of the Thompson neighbourhood and Richmond. (Attachment 2).

The recommended proposal was presented to the Thompson Community Association Board on November 4, 2019 for information. Staff will continue to work with the board and Thompson Community Centre Art Committee as the artists develop the mural design in consultation with Centre users and the larger Thompson community.

### Terra Nova Rural Park Artist-In-Residence

The Terra Nova Rural Park Artist-in-Residence selection meeting took place on October 29, 2019. The selection panel included the following five members:

- Laara Cerman –Artist
- Sarah Drewery – Executive Director, Sharing Farm Society
- Ian Lai – Richmond Food Security Society
- Catrina Megumi Longmuir – Artist
- Emily Vera / Kate Dawson – Educators, Richmond Nature School

Panel advisors included City staff from Parks Programs and the Public Art Program.

Artist Lori Weidenhammer was recommended for the Terra Nova Rural Park Artist-in-Residence opportunity. Ms. Weidenhammer is a Vancouver-based artist and writer with a socially-oriented environmental art practice. Her proposed project, *Victory Gardens for Diversity*, will involve community partners and gardeners at the Park in a series of public workshops and artist walks to raise awareness and share knowledge of native plant species for pollinator bees and medicinal uses. She will be working in collaboration with a team of artists including Lois Klassen, Catherine Shapiro, Lori Snyder, Crystal Lee and Jenn Pearson (Attachment 2).

### Next Steps

Following Council endorsement of the artist proposals, a staff team will work with the artists to execute contracts and develop work plans. If approved, the projects will move into the development phase with implementation to be completed by December, 2020.

### **Financial Impact**

Through funding in the Public Art Program Reserve, each community art project will be allocated \$10,000 for a total of \$30,000. The Public Art projects are included in the City's 2020 budget process and in the proposed Consolidated 5 Year Financial Plan (2020–2024). An additional \$10,000 will be contributed by the Thompson Community Association for the community mural project.

Any maintenance and repairs required for the artwork will be the responsibility of the Public Art Program as part of the annual operating budget.

## **Conclusion**

Richmond's Engaging Artists in Community Public Art Program creates opportunities to support artists with socially oriented practices to engage a diverse range of communities and organizations in a variety of visual and performing art activities. The proposed projects will engage local community members and activate Terra Nova Rural Park, Thompson Community Centre and West Richmond Community Centre with free and accessible programs, hands on workshops and a legacy mural for Thompson Community Centre.



Biliana Velkova  
Public Art Planner  
(604-247-4612)

- Att. 1: 2020 Engaging Artists in Community, Artist Call Terms of Reference  
2: Terra Nova Rural Park Artist-In-Residency Project, Thompson Community Centre  
Community Mural Project and West Richmond Community Centre Artist-In-Residency  
Project Artist Proposals

# call to artists

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## Engaging Artists in Community Program

### Expressions of Interest (EOI)

August 2019

The City of Richmond Public Art Program seeks artists or artist teams with socially oriented practices for three project-based artist-in-residence opportunities at Terra Nova Park, Thompson Community Centre and West Richmond Community Centre.

All three seek innovative ways to engage community members in the making of artwork that foster individual creative expression, cross-cultural exchange, knowledge and skills-sharing.

Artists are encouraged to review partner profiles and apply to one opportunity that best suits their interests, experience and skillsets.

- Budget:** \$10,000 –\$20,000, per opportunity.
- Eligibility** Artists residing in British Columbia
- Deadline:** **Monday, September 30, 2019, 5:00 p.m.**
- Duration:** January – December 2020

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## BACKGROUND

The Richmond Public Art Program supports artists with socially-oriented practices and encourages the development of a wide variety of collaborative engagements for artists working within communities. Community-based artworks can express a shared goal or theme and provoke dialogue on ideas related to cultural identity, social history or the environment. Artist projects can leave a physical or social legacy for the community and may include a public event such as a performance, participatory art installation, exhibition, concert, dance, reading or documentary artwork.

Projects will provide participants with a greater sense of self, identity, community and place through an art making experience. The project must be accessible and appeal to diverse audiences and the local community. Artists will demonstrate the capacity to undertake and complete their proposed work within an approved time frame.

## PAST PROGRAM ARTIST PROJECTS

- Musqueam Artist-In-Residence Workshops, 2019
- Wen Wen Lu, *The Interpreter Project*, 2019  
[theinterpreterproject.weebly.com](http://theinterpreterproject.weebly.com)
- Julie Hammond, *Minoru Manifesto*, 2019  
[minorumanifesto.blogspot.com](http://minorumanifesto.blogspot.com)
- ARTCi, *Tide Water Tales*, 2018  
[artistsrenderingtales.com/blog](http://artistsrenderingtales.com/blog)
- Donald Gunn/Bryn Finer, *Great Blue Heron*, 2018  
[hamiltonparksculpture.com](http://hamiltonparksculpture.com)
- Faith Moosang, *Fanfare*, 2018  
[fanfareminoru.wordpress.com/](http://fanfareminoru.wordpress.com/)
- Catriona Megumi Longmuir, *Minoru Seniors Legacy Stories*, 2017  
[minorulegacystories.wordpress.com/](http://minorulegacystories.wordpress.com/)
- Pierre Leichner, *spART Project*, 2017  
[leichner.ca/SpART](http://leichner.ca/SpART)
- Marina Szijarto, *Harvest Full Moon Project*, 2015–2016  
[harvestfullmoonproject.wordpress.com](http://harvestfullmoonproject.wordpress.com)

## ARTIST ELIGIBILITY

Open to emerging and professional artists and artist teams residing in British Columbia. City of Richmond employees and Richmond Public Art Advisory Members are not eligible to apply.



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## SELECTION PROCESS

Each opportunity will have its own selection panel, consisting of a combination of artists, art professionals and community representatives. Each selection panel will engage in a two-stage process to review all artist submissions. During the second stage, shortlisted artists or artist teams will be invited to an interview and will receive a \$150 honorarium. At the conclusion of the process, each panel will recommend one artist or artist team for the opportunity. Subject to project approval by Council, the artist or artist team will be required to enter into a contract with the City of Richmond.

## PROJECT BUDGET

The project budgets range from \$10,000–\$20,000, inclusive, but not limited to community engagement work, materials, administration, artist fees, photography documentation and General Liability insurance. GST is excluded.

## ARTIST SELECTION CRITERIA FOR STAGE 1

- Artistic merit and clarity of artist statement of interest in response to the Partner Profile interests and goals.
- Demonstration of practice and skillsets in applicant's previous work and experience.
- Demonstration of socially engaged art work that engages diverse and multigenerational audiences and artists in creative dialogue, participation and awareness.
- Artist's capacity to work with community members, other design professionals and project stakeholders.
- Appropriateness of the proposal to the Public Art Program goals:  
[www.richmond.ca/culture/publicart/plans/policy](http://www.richmond.ca/culture/publicart/plans/policy)

## ARTIST SELECTION CRITERIA FOR STAGE 2

- Artist's response to questions arising from the first stage application review process.
- A developed artist proposal, incorporated themes, approach, artist methodologies, preliminary project budget and timeline.
- A short demonstration activity with Select Panel, illustrating skills and proposed engagement strategy, activities, approach or methodology.
- Artist's demonstrated communication and presentation skills
- Appropriateness of the proposal to the Public Art Program goals:  
[www.richmond.ca/culture/publicart/plans/policy](http://www.richmond.ca/culture/publicart/plans/policy)

# call to artists



## SUBMISSION REQUIREMENTS

Email all documentation as one (1) PDF document, not to exceed a file size of 5 MB to: [publicart@richmond.ca](mailto:publicart@richmond.ca)

- INFORMATION FORM – Please complete the information form attached to this document.
- STATEMENT OF INTENT – One (1) page maximum, explaining proposed conceptual approach to the work, why the artist is interested in this opportunity and how the project responds to the specific aims of the project opportunity.
- ARTIST CV – Two (2) page maximum. Teams should include one (1) page for each member.
- WORK SAMPLES – Up to ten (10) examples of previous work. Please include artist name(s), title, year, location and medium information as captions on the bottom of each image page.
- REFERENCES – Three (3) references who can speak to your abilities and accomplishments. Provide contact name, title, phone number and email.

## SUBMISSION GUIDELINES

1. All supporting documents must be complete and strictly adhere to these guidelines and submission requirements (above) or risk not being considered.
2. All submissions must be formatted to 8.5 x 11 inch pages. Support images are best formatted to landscape format.
3. Artist submission PDF file must be 5 MB or smaller.
4. If submitting as a team, the team should designate one representative to complete the entry form. Each team member must submit an individual resume/curriculum vitae.
5. All documents must be sent by e-mail to: [publicart@richmond.ca](mailto:publicart@richmond.ca). Please include name and project when naming your file, e.g. Jane\_Smith\_EngagingArtistsCommunity\_RFP

## ADDITIONAL INFORMATION

1. The selected artist may be required to show proof of WCB coverage and up to \$5,000,000 general liability insurance.
2. Please be advised that the City and the selection panel are not obligated to accept any of the submissions and may reject all submissions. The City reserves the right to reissue the Artist Call as required.
3. All submissions to this Artist Call become the property of the City. All information provided under the submission is subject to the Freedom of Information and Protection of Privacy Act (BC) and shall only be withheld

# call to artists

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from release if an exemption from release is permitted by the Act. The artist shall retain copyright in the concept proposal. While every precaution will be taken to prevent the loss or damage of submissions, the City and its agents shall not be liable for any loss or damage, however caused.

4. Extensions to this deadline will not be granted under any circumstances. Submissions received after the deadline and those that are found to be incomplete will not be reviewed.

## QUESTIONS

Please contact the Richmond Public Art Program:

Tel: 604-204-8671

E-mail: [publicart@richmond.ca](mailto:publicart@richmond.ca)

# call to artists

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## Opportunity No.1

### Terra Nova Rural Park Artist-In-Residence

Figure 1. Terra Nova Barn and Courtyard

## COMMUNITY DESCRIPTION

Terra Nova Rural Park is a 63-acre park with pastoral landscapes, natural areas, historic buildings, a community garden, picnic area and adventure playground. Located on an important migratory route, the park provides excellent habitat for birds and other wildlife in the area. Boardwalks over a slough and viewing platforms are available to enhance visitors' access and experience of the park. In addition, a number of organizations operate at the park including The Sharing Farm Society, Richmond Food Security Society and the Terra Nova Nature School.

The Terra Nova Barn at 2631 Westminster Highway is adjacent to the Community Garden and part of the Terra Nova Rural Park Farm Centre. The building houses a community gathering space, a kitchen facility and public washrooms.

The Terra Nova Community Garden is managed by the Richmond Food Security Society on behalf of the City. This community garden is a valuable space for social interaction and community building.

The Richmond Food Security Society's mission is to inspire a robust Richmond food system through education and advocacy. Initially established in 2002 by the Richmond Poverty Response Committee as the Food Security Task Force, they grew to become an independent society in 2009. One of

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their signature annual events is the World Food Day celebration, to set a festive stage for food security advocacy and dialogue. Since 2010, the Society has been hosting Seedy Saturday, an annual celebration dedicated to nurturing the tradition of growing from local seeds.

The Sharing Farm is operated and supported by more than 1,000 community volunteers and a small team of part-time staff. The Farm provides fresh, healthy and local produce to feed Richmond families in need, and produces thousands of pounds of fruits and vegetables every year to support community meal programs throughout the city and the Richmond Food Bank.

The Terra Nova Nature School was established to connect young children with their community and the outdoor landscape by offering direct experiences with nature and gardening in Terra Nova Rural Park. The program is facilitated by Early Childhood Educators and offers morning and afternoon programs for children ages 3-5. The program is based out of a restored heritage building (the Edwardian Cottage) and educational services are provided by the Thompson Community Association.

## ARTIST OPPORTUNITY

The City's Parks Services in partnership with the Richmond Public Art Program is seeking an artist or artist team for an artist residency at Terra Nova Rural Park.

Applicants must propose a project-based artist residency as part of their Statement of Intent.

The artist will be supported by City staff to coordinate, plan, schedule and promote the community engagement events as part of the residency.

Aims and scope of work:

- To support artistic projects which foster dialogue around issues of urban agriculture, natural and cultural heritage and local food systems.
- To support artistic projects which foster an individual's sense of creative self-expression through multi and interdisciplinary art forms.
- To encourage interaction and social connections between diverse cultural groups and multigenerational visitors in the artist conception and/or making of the artwork.
- To create artwork that will raise awareness and celebrate the natural and cultural heritage of the park.

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- To engage an artist or artist team with interdisciplinary or multidisciplinary practices. Artists with food-based artist practices, incorporating, performance, mix-media and writing/storytelling are encouraged to apply.
- The commissioned artist or artist team will complete a minimum of 250 hours of work, including consultation meetings, public engagement activities, administration, preparation and production. The residency can start as early as January 2020 and must be completed by December 2020.
- An artist or artist team will be available to present three (3) public events for Doors Open in June, Richmond Garlic Fest in August and Culture Days in September.
- The artist will create and maintain an artist blog to communicate and document the process and work created during the artist residency.

## LOCATION

Terra Nova Rural Park is located at 2631 Westminster Hwy, at the west end of Westminster Hwy and west of No. 1 Road. Artists will have access to the barn and kitchen facilities near the community garden. A small courtyard patio adjacent to the barn is also available to the artist. Projects that engage the larger park will be contingent on the type of project proposed and availability.

## INFORMATION SESSION

Applicants interested in applying for this opportunity are encouraged to attend an information session at the Terra Nova Barn. City staff will be available to answer questions about the park and artist opportunity. The information session will take place on **September 5, 2019 at 5:00-6:00 pm**, Terra Nova Barn, 2631 Westminster Hwy. Please RSVP to [publicart@richmond.ca](mailto:publicart@richmond.ca).

## BUDGET

The project budget for this opportunity is \$15,000 and is inclusive, but not limited to, public engagement work, artist materials, administration, artist fees, photography documentation, artist insurance, FOODSAFE Level I certification (if applicable) and applicable taxes, excluding GST.



# call to artists

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PUBLIC ART  
RICHMOND

## ADDITIONAL RESOURCES

- Sharing Farm Society: [sharingfarm.ca](http://sharingfarm.ca)
- Richmond Food Security Society: [richmondfoodsecurity.org](http://richmondfoodsecurity.org)
- Terra Nova Nature School: [terrannotanatureschool.com](http://terrannotanatureschool.com)

## PROJECT TIMELINE

<b>Deadline to Apply:</b>	September 30, 2019, 5:00 p.m.
<b>Information Session:</b>	September 5, 2019, 5:00-6:00pm
<b>2<sup>nd</sup> Stage Interviews*:</b>	October 29, 2019, 5:00-8:00pm, Richmond City Hall, 6911 No.3 Road
<b>Completion:</b>	December 2020

\*Applicants are kindly asked to reserve this date in their calendar.



# call to artists

PUBLIC ART  
RICHMOND



Figure 2. Terra Nova Barn multi-purpose space



Figure 3. Terra Nova Barn doors provide access to adjacent courtyard



Figure 4. Terra Nova Barn kitchen facility

# call to artists

PUBLIC ART  
RICHMOND



Figure 1. Thompson Community Centre mural location on north façade.

## Opportunity No. 2

### Thompson Community Centre Mural

## COMMUNITY DESCRIPTION

The Thompson Community Association is a non-profit volunteer driven group that works in partnership with the City of Richmond to provide social, cultural and recreational programs, events and services in the Thompson area. The Thompson Community Centre facilities include a boardroom, games room, banquet hall (large multipurpose room), multipurpose rooms, gymnasium, fully equipped fitness room, mezzanine, kitchens and outside playgrounds.

In 2014, an expansion of the Community Centre's adjacent park was completed to provide a play area for all ages. Two play structures were installed along with a plaza with skateboard-friendly elements. The adjacent park has soccer fields, baseball diamonds, basketball courts, tennis courts with lights, a roller hockey/lacrosse box with lights, two climbing boulders and walking paths.

Thompson Community Centre is an active and vibrant community hub with close and easy access to Railway Trail, Middle Arm Dike trail, Terra Nova Rural Park, Richmond Olympic Oval and Minoru Park. It is on a popular cycling route and is also a U-Bicycle share site.

# call to artists

PUBLIC ART  
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The Thompson Community Centre Art Committee was established in 2009 to promote arts in the Centre and in the community. The Committee has successfully supported visual arts in a variety of ways including the organization and presentation of many art exhibitions.

## ARTIST OPPORTUNITY

The Thompson Community Association in partnership with the Richmond Public Art Program is seeking an artist or artist team to design and install a mural.

As part of the artist's creative process to develop a concept and/or theme, the artist will lead a series of five (5) community workshops with multigenerational participants. The final mural design will celebrate the heritage of the Thompson neighbourhood and the Centre as a vital hub for community gathering and exchange. Applicants must propose a methodology or approach to the community engagement workshops as part of their Statement of Intent.

The artist will work with Centre staff to coordinate, plan, schedule and promote the community engagement sessions. Once completed, the artist will finalize the mural design and prepare a presentation for project stakeholders, including the Thompson Community Association, Art Committee and City staff.

Aims and scope of work:

- To celebrate Thompson Community Centre as a vital gathering place for building community connections.
- To celebrate the rich history and heritage of the Thompson Community Centre neighbourhood.
- To provide a platform for social connections and relationship-building between multigenerational and culturally diverse groups in the development and/or making of the artwork.
- To celebrate intercultural relationships within the community neighbourhood.
- The artist will lead a series of five (5) community workshops with multigenerational participants to develop a concept, theme and final mural design.
- The artist or artist team will be available from January to October 2020 to implement the project.
- The artist will create and maintain an artist blog to communicate and document the process and evolution of the community mural project.



# call to artists

PUBLIC ART  
RICHMOND

## LOCATION

The mural will be located near the main entrance into the Community Centre facing a small green open space. Approximate dimensions are 14' x 100' ft. (see Figure 2, below).

## BUDGET

The project budget for this opportunity is \$20,000 CAD and is inclusive of community engagement work, materials, administration, artist fees, photography documentation, General Liability Insurance and applicable taxes, excluding GST.

## PROJECT TIMELINE

**Deadline to Apply:** September 30, 2019

**2<sup>nd</sup> Stage Interviews\*:** October 24, 2019, 5:00-8:00pm,  
Richmond City Hall, 6911 No.3 Road

**Completion:** August 2020

\*Applicants applying for this opportunity are kindly asked to reserve this date.



Figure 2. Proposed wall location for mural. Dimension of wall, approximately 14 ft. x 100 ft.

# call to artists

PUBLIC ART  
RICHMOND



Figure 1. West Richmond Community Centre.

## Opportunity No. 3

### West Richmond Community Centre Artist-In-Residence

#### COMMUNITY DESCRIPTION

The West Richmond Community Association is committed to connecting with multigenerational and culturally diverse community members through childcare programs, special events, fitness programs, youth opportunities, and adult and seniors activities. In addition, an active Outreach Committee and Parks Committee regularly seek feedback on programs and facilities, with the aim of supporting an engaged and healthy community.

Amenities at the West Richmond Community Centre include a fitness centre, multipurpose room for aerobic classes, games room, gymnasium, kitchen, multipurpose room for rentals, outdoor deck on second floor, squash court, badminton courts, and change rooms with showers and lockers.

The West Richmond Community Centre is connected to Hugh Boyd Secondary School and is located at 9180 No. 1 Road in Hugh Boyd Park. Outdoor amenities include basketball courts, children's playground, outdoor fitness circuit, picnic tables, six (6) tennis courts with lights, soccer, baseball, and football fields, and the West Richmond Pitch and Putt Golf Course. The Community Centre also offers satellite programs at Gilmore Elementary School and Hugh Boyd Secondary.

# call to artists

PUBLIC ART  
RICHMOND

## ARTIST OPPORTUNITY

The West Richmond Community Association in partnership with the Richmond Public Art Program is seeking an artist or artist team for a project-based artist residency that will activate the outdoor amenity spaces at West Richmond Community Centre.

Applicants must outline an initial theme or approach for the residency as part of their Statement of Intent. The commissioned artist or artist team will be supported by City staff to liaise with community groups and coordinate, plan, schedule and promote the community engagement events as part of the residency.

Aims and scope of work:

- To activate the Community Centre's outdoor amenity spaces and provide opportunities to collaborate and engage seniors, preschool and childcare children.
- To support artistic practices which foster an individual's sense of creative self-expression through multi and interdisciplinary art forms.
- To offer socially-oriented artists, with an interest in creating site and place specific work, an opportunity to practice their art form.
- The commissioned artist or artist team will complete a minimum of 250 hours of work, including consultation meetings, public engagement activities, administration, preparation and production. The residency can start as early as January 2020 and must be completed by December 2020.
- An artist or artist team will be available to participate in three (3) community engagement events: Summer West Fest (August), Culture Days (September) and Harvest Festival (October).
- The artist will create and maintain an artist blog to communicate and document the process and work created during the artist residency.

## LOCATION

The West Richmond Community Centre is located at 9180 No. 1 Road. The commissioned artist or artist team will have access to all outdoor amenity spaces including basketball courts, children's playground, outdoor fitness circuit, picnic tables, six (6) tennis courts with lights, soccer, baseball, and football fields, as well as the West Richmond Pitch and Putt Golf Course. Interested applicants are encouraged to visit the community centre and familiarize themselves with the outdoor amenity spaces.

Questions regarding the facility or residency opportunity can be directed to [publicart@richmond.ca](mailto:publicart@richmond.ca).

# call to artists

PUBLIC ART  
RICHMOND

## BUDGET

The project budget for this opportunity is \$10,000 and is inclusive of, but not limited to, public engagement work, artist materials, administration, artist fees, photography documentation, artist insurance and applicable taxes, excluding GST.

## PROJECT TIMELINE

**Deadline to Apply:** September 30, 2019

**2<sup>nd</sup> Stage Interviews\*:** October 22, 2019, 5:00-8:00pm,  
Richmond City Hall, 6911 No.3 Road

**Completion:** December 2020

\*Applicants are kindly asked to reserve this date in their calendar.



Figure 2. West Richmond Community Centre sports field.



# call to artists



Attach one (1) copy of this form as the first page of the submission.

**This application is for the following artist opportunity: (Please check ONLY one box)**

☐ Terra Nova Park    ☐ Thompson Community Centre    ☐ West Richmond Community Centre

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **Postal Code:** \_\_\_\_\_

**Primary Phone:** \_\_\_\_\_ **Secondary Phone:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_ **Website:** \_\_\_\_\_  
(One website or blog only)

**Incomplete submissions will not be accepted. Emailed submissions over 5 MB will not be accepted. Information beyond what is listed in the checklist will not be reviewed.**

**If applicable, please indicate additional members of your artist team:**

\_\_\_\_\_

**Please let us know how you found out about this opportunity:**

\_\_\_\_\_  
\_\_\_\_\_

**Would you like to receive direct emails from the Richmond Public Art Program?**    ☐ Yes    ☐ No

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Submit applications by email to: [publicart@richmond.ca](mailto:publicart@richmond.ca)

## **Additional Information**

Please be advised that the City and the selection panel are not obliged to accept any of the submissions and may reject all submissions. The City reserves the right to reissue the EOI as required. All submissions to this EOI become the property of the City. All information provided under the submission is subject to the Freedom of Information and Protection of Privacy Act (BC) and shall only be withheld from release if an exemption from release is permitted by the Act. The artist shall retain copyright of the submitted documents. While every precaution will be taken to prevent the loss or damage of submissions, the City and its agents shall not be liable for any loss or damage, however caused.

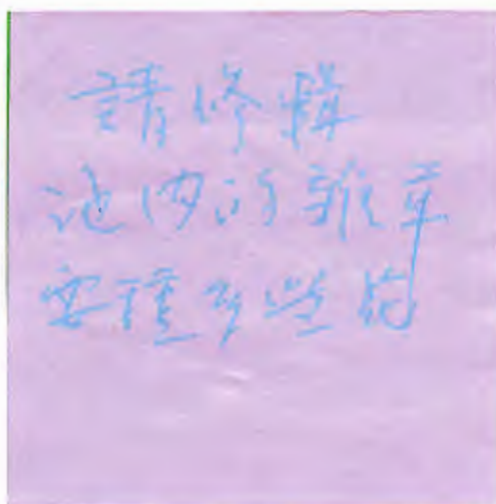
## Hello! Project | West Richmond Community Centre

*A project by Richmond-based artist Sandi WanJun Liang that welcomes West Richmond community members to discover and engage in art and storytelling.*

Ms. Liang graduated from Emily Carr University of Art + Design in 2017 and is a native speaker of Cantonese and Mandarin with English as a second language. She has been a Richmond resident for 10 years and went to J.N. Burnett Secondary School. After graduating from Emily Carr University of Art + Design, she worked as a settlement worker for newcomers in Vancouver's Chinatown.

"Hello!" aims to activate the Community Centre's outdoor play area, fitness circuit and basketball court to create learning and sharing spaces for all ages. The artist will lead a series of workshops, one-off projects and art installations to bring multigenerational communities together and inspire intercultural dialogue and community building.

### Examples of Previous Projects:



Sandi WanJun Liang, *I want \_\_\_ in the park*, Minoru Park, 2017



Sandi WanJun Liang, *Dog Walkers and their Dogs*, 2016 and Ongoing. Participatory project invited dog owners to take portraits of their dogs while on their walk. Photos were posted on Instagram, @dogdogdog and exhibited at South Arm Community Centre in Richmond.



# call to artists

PUBLIC **ART**  
RICHMOND



Figure 3. West Richmond Community Centre basketball court.



Figure 4. West Richmond Community Centre children's playground.

## Mural Project | Thompson Community Centre

*A community mural project by artists April dela Noche Milne and Dawn Lo. The proposal will include five community engagement workshops to solicit responses to questions involving the past, present and future of the Thompson neighbourhood and Richmond.*

Dawn Lo is a Richmond-based artist and illustrator who graduated from Emily Carr University of Art + Design. April de la Noche Milne is a Filipino Canadian artist based in Vancouver. She studied Fine Arts at Langara College and graduated with a BFA in Illustration from Emily Carr University of Art + Design.

Both artists have practices in illustration, incorporating drawing, painting, silkscreen printmaking and murals. The artists will facilitate five community engagement workshops, which will inform the design of the mural at the Thompson Community Centre.

### Examples of Previous Projects:



April dela Noche Milne, *Night Life*, Robson and Cardero, Commissioned by the City of Vancouver, 2017





Dawn Lo, *Gathering*, Chinese Cultural Center Commissioned by the City of Vancouver, 2019



Dawn Lo, *Where do you think food comes from?* No.3 Road Art Columns Exhibition 9, Commissioned by the City of Richmond, 2015.

**CNCL - 290**

## Victory Gardens for Diversity | Terra Nova Rural Park

*A project-based Artist-In-Residence proposal by lead artist Lori Weidenhammer in collaboration with artists Lois Klassen, Catherine Shapiro, Lori Snyder, Crystal Lee and Jenn Pearson.*

Ms. Weidenhammer is a Vancouver-based artist and writer with a socially-oriented environmental practice. Her proposed project, *Victory Gardens for Diversity* will celebrate the connection between biodiversity and food security. The artists wish to work with community partners and gardeners at the Park in a series of public workshops and artist walks to a) create deep and lasting connections between audiences and the Park's flora and fauna, and b) to facilitate new connections among people to spark positive action and caring stewardship.

### Examples of Previous Projects:



*Meditations*, Lori Weidenhammer, Lois Klassen, 2019



*Meditations*, Lori Weidenhammer, Lois Klassen, 2019





Lori Weidenhammer, *The Queen Bee*, 2010-ongoing (performance).



Lori Weidenhammer, *Madame Beespeaker*, 2006-ongoing, (mixed materials, interactive performance).




# City of Richmond

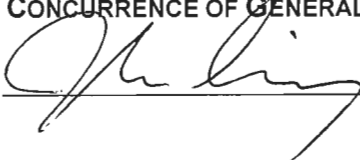

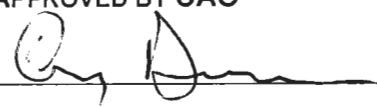
## Report to Committee

**To:** General Purposes Committee  
**From:** Peter Russell  
Director, Sustainability and District Energy  
**Date:** November 26, 2019  
**File:** 10-6175-02-01/2019-Vol 01  
**Re:** **Metro Vancouver's Proposed Air Emission Regulation for Cannabis Production and Processing Operations**

### Staff Recommendation

That the comments regarding Metro Vancouver's regulation to manage emissions from cannabis production and processing operations, as listed on pages 5 and 6 in the report titled "Metro Vancouver's Proposed Air Emission Regulation for Cannabis Production and Processing Operations", dated November 26, 2019 from the Director, Sustainability and District Energy, be endorsed and forwarded to Metro Vancouver.

  
Peter Russell  
Director, Sustainability and District Energy  
(604-276-4130)  
Att. 1

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Community Bylaws	<input checked="" type="checkbox"/>	
Development Applications	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Building Approvals	<input checked="" type="checkbox"/>	
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## Staff Report

### Origin

The federal Government of Canada legalized the sale and production of recreational cannabis on October 17, 2018. Metro Vancouver is seeking input from local communities, including the City of Richmond, to determine how emissions released from cannabis production and processing operations should be managed in the region.

Metro Vancouver is proposing new air emission regulations for cannabis production and processing, and is seeking feedback from local communities, businesses, government partners, and health authorities in the region. Metro Vancouver's first phase of consultation began in June 2019. Details on the proposed cannabis emissions regulation are described in Metro Vancouver's: *Proposed Emission Regulation for Cannabis Production and Processing Operations Discussion Paper*. Feedback received during this period will be compiled and reported to the Metro Vancouver Regional District Board of Directors for consideration in early 2020. A second phase of consultation is anticipated to start in spring 2020 following completion of the consultation report. Stakeholder comments will continue to be received and considered until the Board adopts the new cannabis air emission regulation.

This report supports Council's Strategic Plan 2018-2022 Strategy #1 A Safe and Resilient City:

*Enhance and protect the safety and well-being of Richmond.*

*1.4 Foster a safe, caring and resilient environment.*

### Analysis

#### Regulation of Odours in Metro Vancouver

Metro Vancouver is responsible for managing and regulating air quality in the region under the authority delegated through the provincial *Environmental Management Act*. Metro Vancouver has implemented a tiered-approach to managing the discharge of air contaminants from a variety of sources that includes the use of site-specific air contaminant discharge permits, air emission regulations for specific types of businesses, and the *Greater Vancouver Regional District Air Quality Management Bylaw No. 1082*. Site-specific air contaminant discharge permits are required for activities and facilities with levels of emissions that may have the potential for environmental and public health impacts (eg. organics processing facilities). Metro Vancouver also has industry-specific air emission regulations that require air emission control mitigations for businesses with a high potential to emit air contaminants and Metro Vancouver's *Greater Vancouver Regional District Air Quality Management Bylaw No. 1082* prohibits any person from polluting the air.

#### Regional Air Quality Concerns

The legalization of recreational cannabis in 2018 has led to the rapid expansion of commercial cannabis production in the region and Council has raised community concerns about the potential air quality impacts cannabis facilities pose to the environment and public health. A

number of greenhouses, formerly used for vegetable production, have been retrofitted to produce cannabis without the ability to collect and treat air contaminants.

Cannabis production has the potential to cause negative air quality impacts when emissions are not managed. Volatile organic compounds are emitted during cannabis production and processing that can contribute to the formation of ground-level ozone and fine particulate matter. Odorous emissions are typically most noticeable during the flowering and harvesting phases of cannabis production, when high levels of volatile organic compounds called ‘terpenes’ are present. Research conducted by Public Health Ontario in 2018 indicated that the substances responsible for cannabis odours in the outdoor air are not commonly present at levels that can cause long-term health effects but exposure to unpleasant odours may affect an individual’s quality of life and sense of well-being.

Technology is available in the industry to control cannabis emissions during production. Metro Vancouver has been collecting information from industry to assess the suitability and application of several technologies that can reduce cannabis odours and emissions including:

- **Odour masking agents** – Artificially deployed chemical scents (eg. cinnamon scent), that also contain volatile organic compounds are used to mask the smell of cannabis.
- **Carbon filters** – Activated carbon filters used to control and reduce odours. Carbon filters can be effective and reliable when properly maintained.
- **Biofilters** – A filtration system that employs microorganisms such as bacteria and fungi to remove cannabis odours from the air.
- **Odour neutralizers** – Plant-based odour neutralizers that use natural plant oils to reduce odours. Results vary from 20% to 90% depending on product and contact time. Odour neutralizers may also contain odour-masking agents.
- **Thermal oxidation** – Thermal oxidizing technology applies high levels of heat to decompose volatile organic compounds to odourless waste products (typically carbon dioxide and water).
- **Ozone generators** – These generators are generally used as disinfection agents in industrial settings to control strong odours. Ozone generators are potentially harmful to crops and human health because they produce ozone by design.

#### Metro Vancouver’s Proposed Regulatory Approach

Metro Vancouver is proposing to regulate regional emissions from cannabis production and processing operations by adopting a new air emission regulation specific to cannabis product and operations. Facilities can choose to have their emissions authorized under the proposed regulation, if all the future requirements are met. If a facility is not able to comply with all of the proposed new cannabis air emission regulation requirements, or if a facility employs unique technologies not authorized in the proposed regulation, operators will need to obtain a site-specific air contaminant discharge permit from Metro Vancouver. Metro Vancouver is also assessing thresholds to assist in the decision making process as it may be more appropriate for larger facilities with operational area of more than 50,000 m<sup>2</sup>, for example, to obtain a site-

specific air contaminant discharge permit. Additional regulation controls proposed by Metro Vancouver also include:

- **Proposed Design Requirements** – A series of compliance standards for facilities to control emissions based on best practices and technologies such as enclosed building envelopes, minimum distances from areas of residential uses (schools, hospitals, daycares etc.) and use of activated carbon filters to treat emissions prior to release.
- **Metro Vancouver Approved Emissions Management Plans** – The proposed new cannabis air emission regulation outlines requirements for facilities to implement an approved odour and emission management plan. Content within the plan will be comprehensive and cover topics such as technology, maintenance and monitoring intervals, waste management and record keeping.
- **Administration** – Metro Vancouver is proposing to use its existing regulatory system to administer permits and regulations that is based on a ‘discharger pay’ principle. Applicants will be required to pay a registration fee of \$2,000 and an annual fee of \$250.
- **Enforcement** – Metro Vancouver will use its existing regulatory system to enforce non-compliant emissions from cannabis facilities. Metro Vancouver Officers will be responsible for ensuring that businesses are operating in adherence to the proposed cannabis emissions bylaw or a site-specific air contaminant discharge permit. Officers would rely on education, compliance promotion and ticketing as regulatory options.

#### Impact of Proposed Regulations to Richmond

Richmond currently has one cannabis facility operating in East Richmond and two proposed facilities currently in the rezoning process of development. Metro Vancouver currently regulates the emissions from cannabis facilities in the region with site-specific air contaminant discharge permits. Under the newly proposed regulations, each facility will be required to meet the operational requirements or obtain a permit at that time.

The City has adopted policies in Official Community Plan Bylaw 9000 and amendments to the Richmond Zoning Bylaw 8500 to regulate cannabis in the Agricultural Land Reserve to the fullest extent possible within the limits of the *Local Government Act*, and the *Agricultural Land Reserve Regulation*. The Official Community Plan currently directs cannabis production to industrial areas wherever possible, and production on lands zoned for agriculture is limited to soil-based production, soil-based greenhouses, or in a building previously used for producing crops. The intent of the City’s policies is to protect agricultural land for agriculture, preventing large-scale greenhouses covering fertile, high quality agricultural land.

#### City Advisory Committee Feedback

Metro Vancouver also identified the City’s Advisory Committee on the Environment (ACE) and Food Security and Agricultural Advisory Committee (FSAAC) as stakeholders. Metro Vancouver staff presented to ACE (on July 10, 2019) and FSAAC (on September 12, 2019) to

provide an overview of air quality concerns in regards to cannabis production and related activities, and the proposed regulatory approach to address this matter.

Feedback from ACE included questions about worker health and safety, how air quality complaints are processed by Metro Vancouver (including enforcement provisions) and provisions for record keeping and monitoring of cannabis production facilities. No additional comments came from the FSAAC upon receiving the information from Metro Vancouver. An excerpt of the discussion notes from ACE and FSAAC minutes is contained in Attachment 1.

### Staff Feedback

The City has been engaged with Metro Vancouver on this issue since June 2019. Staff have participated in a number of stakeholder meetings and webinars coordinated by Metro Vancouver and have reviewed Metro Vancouver's: *Proposed Emission Regulation for Cannabis Production and Processing Operations Discussion Paper*. Staff recommend that Council endorse the following comments for submission to Metro Vancouver during the first phase of consultation:

1. Some cannabis operations may not require a site-specific if they adhere to the operating requirements proposed in the new regulation. The City requests that all operations, including those that meet the minimum operating standards as proposed, be required to obtain a site-specific air contaminant discharge permit from Metro Vancouver.
2. Existing and future operations will have the option of meeting the future requirements of the regulation or obtaining a site-specific air contaminant discharge permit from Metro Vancouver. Both regulatory options should explicitly prohibit the ventilation of untreated air to the environment during the stages of cannabis production including harvesting, drying, trimming and packaging that pose the greatest risk to emit odour generating air contaminants.
3. Technological solutions for cannabis emissions are an effective way to reduce odorous emissions. Consideration should be given to the potential noise disturbances of such technologies to the surrounding area and additional resource requirements such as energy and water needed to run complex air treatment systems. Carbon filters, for example, may reduce airflow needed for production, so additional fans may be required for circulation.
4. The City does not support the use of technologies such as ozone generators or masking agents that introduce volatile organic compounds, fine particulates, by-products or subsidiary waste into the environment.
5. The City recognizes that odour detection and perceived odour impacts can be subjective and difficult to quantify. The City recommends establishing industry-specific air quality standards, similar to those developed for the provincial *Contaminated Sites Regulations* for site vapour, air, water and sediment. Metro Vancouver should work with laboratories to develop standardized quantitative cannabis air emissions assessment methodologies to facilitate regional compliance and enforcement.
6. The proposed regulation targets commercial/industrial cannabis production for the recreational market. The City also expects an increase in private cannabis production in the community pursuant to the federal *Cannabis Act*. The City requests that Metro



Vancouver consider addressing the emissions from private cannabis growers within the proposed regulations and the nuisance complaints that will be subsequently reported.

7. The City requests more information on how Metro Vancouver intends to address outdoor cannabis production/cultivation as permitted under Provincial ALR Legislation and requests that a specific approach be developed by Metro Vancouver to address emissions from outdoor operations.
8. The City requests Metro Vancouver create and maintain a public database that houses all of the information related to site-specific air contaminant discharge permits decisions, permit conditions and a record of formal odour complaints listed by permit number.
9. That Metro Vancouver develop a staff resource plan for enforcement that includes an immediate, full-time enforcement resource to address existing regional enforcement concerns and includes provisions for future enforcement staff as the number of these facilities establish operations in the region.

### Next Steps

Staff will forward the City's comments to Metro Vancouver if endorsed. Phase 2 of the consultation process is anticipated to begin in spring 2020. The City will have the opportunity to review and comment on additional details of Metro Vancouver's cannabis air emissions regulatory program during this second consultation program and will report back accordingly.

### **Financial Impact**

None.

### **Conclusion**

Metro Vancouver is proposing a new air regulation to manage emissions from cannabis production and processing operations and is seeking feedback from the City of Richmond. Staff recommend that Council endorse the comments in this report for submission to Metro Vancouver.



Chad Paulin, M.Sc., P.Ag.  
Manager, Environment  
(604-247-4672)

Att. 1: ACE Discussion Notes (July 10, 2019) and FSAAC Minutes (September 12, 2019)

**Excerpt of Advisory Committee on the Environment Minutes  
July 10, 2019**

**Metro Vancouver Presentation/Discussion – Cannabis Production Operations (Managing Air Emissions)**

Julie Saxton and Esther Berube from Metro Vancouver introduced themselves to the members and provided background on the public consultation currently underway in the region to consult on the development of an emission regulation specific to commercial cannabis production activities. Metro Vancouver staff noted that the consultation period would be until the end of September 2019 and involves a number of stakeholders and groups around the region.

In the Metro Vancouver presentation, summary information was provided on the following:

- Metro Vancouver is the regulatory authority specific to air emissions in the region. It has been found that the commercial production of cannabis has the potential to produce air emissions that can pose hazards to health and damage to the environment (through volatile organic compounds and ground level ozone).
- Moderate to strong odours have also been identified for commercial cannabis operations on farmland (typically from greenhouse production operations).
- In comparison to other typical agricultural sectors, cannabis production was noted to have significantly higher emissions (up to 10 times greater).
- Metro Vancouver management approaches to cannabis activities has been to require site-specific permits for operations as consultation and development of emission regulations for this industry sector occurs over the next 18 months.
- The proposed development of emission regulations will cover cannabis cultivation, processing and product extraction. A potential emission regulation may control what emissions are discharged (through enclosure/containment), application of treatment/filtration systems and limit other odour management techniques (i.e., application of scents to mask odours).
- Record keeping and when/how emissions are discharged will be covered in any regulation.
- A timeline of consultation and development of an emission regulation was summarized including:
  - First phase of consultation with stakeholders and public (currently underway).
  - Second phase of consultation would occur sometime after and would likely include draft emission regulations.
  - Metro Vancouver noted that the earliest that an emission regulation would be considered by the MV Board (via Bylaw) would be sometime in mid-2020 (timeline is preliminary and subject to change).

Staff and committee members thanked Metro Vancouver staff for the presentation. ACE members had the following questions and comments:

- Questions about employee health and safety for those employed in cannabis facilities.

- Questions about Metro Vancouver's air quality stations throughout the region. Metro Vancouver staff confirmed there are specialized air quality monitoring stations in Richmond and throughout the region.
- In response to questions about how complaints are processed, Metro Vancouver staff noted that there is a dedicated air quality enforcement staff group responsible for following up and investigating such complaints and comments from the public.
- ACE members also identified how monitoring of cannabis operations would occur if such an emission regulation was implemented. Metro Vancouver staff responded that record keeping from the operator would form part of the monitoring in conjunction with any records from Metro Vancouver staff.
- In response to questions about liaising with cannabis operators, it was noted that an operations emissions management plan would form the basis of reviewing either a site specific permit or operation that is consistent with a sector specific emission regulation. Staff noted that Metro Vancouver would need to approve site-specific permit applications. For those operations falling under an emission regulation, the proponent would need to demonstrate compliance with the regulations.

ACE members thanked Metro Vancouver staff for providing information to the committee.

**Excerpt of Food Security and Agricultural Advisory Committee Minutes  
September 12, 2019**

**Metro Vancouver Potential Emission Regulation for Cannabis Production and Processing Operations**

Esther Berube, Division Manager of Bylaw and Regulation Development (Metro Vancouver), presented on the proposed Metro Vancouver emission regulation for cannabis production and processing operations, and provided the following comments:

- Potential health and environmental issues associated with cannabis production include volatile organic compounds (VOCs), ground-level ozone formation, particulate matter formation and odorous air contaminants;
- The amount of VOCs emitted by cannabis is significantly higher than those of typical crops and plants;
- The *Farm Practices Protection (Right to Farm) Act* requires compliance to the *Environmental Management Act*, which gives Metro Vancouver the authority to regulate emissions;
- Measures controlling what is discharged through the potential regulation include:
  - enclosing or containing key emissions sources;
  - treating air with activated carbon; and
  - limiting additional VOC sources.
- Developing a tiered system for permitting requirements based on the size of the facility is being considered; and
- The potential regulation is currently in the public consultation phase with a deadline of October 31, 2019.



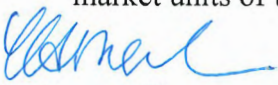
# City of Richmond

## Report to Committee

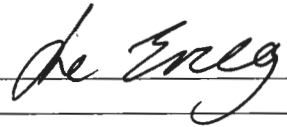

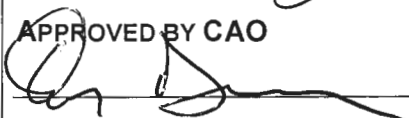
**To:** Planning Committee **Date:** December 5, 2019  
**From:** Kim Somerville  
Director, Community Social Development **File:** 08-4057-05/2019-Vol  
01  
**Re:** **Housing Agreement Bylaw No. 10057 to Permit the City of Richmond to  
Secure Affordable Housing Units at 5591, 5631, 5651 and 5671 No. 3 Road and  
Revised Rezoning Considerations**

### Staff Recommendation

1. That Housing Agreement (5591, 5631, 5651 and 5671 No. 3 Road) Bylaw No. 10057 be introduced and given first, second and third readings to permit the City to enter into a Housing Agreement substantially in the form attached hereto, in accordance with the requirements of section 483 of the *Local Government Act*, to secure the Affordable Housing Units required by Rezoning Application RZ 17-779262; and
2. That the rezoning considerations associated with Richmond Zoning Bylaw 8500, Amendment Bylaw 9860, for the creation of a "High Density Mixed Use (ZMU38) - Lansdowne Village (City Centre)" zone, and for the rezoning of 5591, 5631 5651 and 5671 No. 3 Road from "Office Commercial (ZC8)", "Office Commercial (ZC9)" and "Auto-Oriented Commercial (CA)" to "High Density Mixed Use (ZMU38) - Lansdowne Village (City Centre)", be revised so that the minimum unit size of 3-bedroom Low End Market Rental units be adjusted from 91m<sup>2</sup> (980 ft.<sup>2</sup>) to a minimum size consistent with market units of the same type, approximately 86 m<sup>2</sup> (924/925 ft.<sup>2</sup>).

  
Kim Somerville  
Director, Community Social Development  
(604-247-4671)

Att. 4

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

**CNCL - 302**

## **Staff Report**

### **Origin**

The purpose of this report is to recommend that City Council adopt Housing Agreement Bylaw No. 10057 to secure at least 1,362 m<sup>2</sup> (14,662 ft<sup>2</sup>) or 20 affordable housing units in the proposed development located at 5591, 5631, 5651 and 5671 No. 3 Road (Attachment 1), and to recommend that Council approve the revision of the rezoning considerations for the minimum unit size of a 3-bedroom Low End Market Rental (LEMR) unit.

This report and bylaw supports Council's Strategic Plan 2018-2022 Strategic Focus Area #4 An Active and Thriving Richmond:

*An active and thriving community characterized by diverse social and wellness programs, services and spaces that foster health and well-being for all.*

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

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

This report supports Social Development Strategy Goal #1: Enhance Social Equity and Inclusion:

*Strategic Direction #1: Expand Housing Choices*

This report and bylaw are also consistent with the Richmond Affordable Housing Strategy 2017–2027, adopted on March 12, 2018, which specifies the creation of affordable rental housing units as a key housing priority for the City.

Rezoning Application RZ 17-779262 was given second and third readings at the Public Hearing on September 4, 2018 for the redevelopment of 5591, 5631, 5651 and 5671 No. 3 Road. The registration of a Housing Agreement and Housing Covenant are conditions of the Rezoning Application, which secures 20 affordable housing units with maximum rental rates and tenant income as established by the City's Affordable Housing Strategy. As the rezoning application was received prior to July 24, 2017, it is subject to grandfathering the five per cent affordable housing contribution rate.

It is recommended that the proposed Housing Agreement Bylaw for the subject development (Bylaw No. 10057) be introduced and given first, second and third readings. Following adoption of the Bylaw, the City will be able to execute the Housing Agreement and arrange for notice of the agreement to be filed in the Land Title Office.



## Analysis

### Housing Agreement

The 20 affordable housing units proposed represent approximately five per cent of the total residential floor area. Thirteen of these units will be family-friendly two and three-bedroom units. Ten of the 20 units have been designed to fulfill Basic Universal Housing standards. The 20 affordable housing units will be dispersed over levels three and four in Buildings 2, 3 and 4 of the development.

The subject development application involves a development consisting of approximately 353 residential units including 20 affordable rental housing units. The affordable housing units anticipated to be delivered are as follows:

Unit Type	Affordable Housing Strategy Requirements			Project Targets
	Min. Permitted Unit Area	Max. Monthly Unit Rent*	Total Max. Household Income*	# of Units
Studio	37 m <sup>2</sup> (400 ft <sup>2</sup> )	\$811	\$34,650 or less	2
1-BR	50 m <sup>2</sup> (535 ft <sup>2</sup> )	\$975	\$38,250 or less	5
2-BR	69 m <sup>2</sup> (741 ft <sup>2</sup> )	\$1,218	\$46,800 or less	8
3-BR	Consistent with market units of the same type, being 85m <sup>2</sup> (924 ft <sup>2</sup> )	\$1,480	\$58,050 or less	5
<b>TOTAL</b>	<b>1,362 m<sup>2</sup> (14,662 ft<sup>2</sup>)</b>	<b>Varies</b>	<b>Varies</b>	<b>20</b>

\*To be adjusted annually based on the terms of the Housing Agreement.

The Housing Agreement restricts the annual household incomes and maximum rents for eligible occupants and specifies that the units must be made available at affordable rental housing rates in perpetuity. The Agreement includes provisions for annual adjustment of the maximum annual housing incomes and rental rates in accordance with City requirements.

In addition, the Agreement restricts the owner from imposing any age-based restrictions on the tenants of the affordable housing units. The Agreement specifies that occupants of the affordable rental housing units shall have unlimited access to all required residential indoor and outdoor amenity spaces as well as all required affordable housing parking spaces and associated shared facilities (e.g. visitor parking, bike storage, bike maintenance and loading) in the development. Affordable housing tenants will also not be charged any additional costs (i.e. move in/move out or parking fees). In order to ensure that the Owner is managing the affordable housing units according to the terms outlined in the Housing Agreement, the Agreement permits the City to conduct a regular statutory declaration process.

The applicant has agreed to the terms and conditions of the Housing Agreement and to register notice of the Housing Agreement on title to secure the 20 affordable rental units.

### Revision to the Rezoning Considerations

In the original Rezoning Considerations for 5591, 5631, 5651 and 5671 No. 3 Road (RZ 17-779262), the minimum unit size for 3-bedroom LEMR units was 91 m<sup>2</sup> (Attachment 2). This is

consistent with the minimum unit sizes for 3-bedroom LEMR units approved by Council on July 24, 2017.

Following Public Hearing, subsequent floor plans submitted by the applicant indicated that both LEMR and market 3-bedroom units in the development would be 85 m<sup>2</sup>. Given the smaller unit sizes of the market 3-bedroom units, the applicant has also requested that the rezoning considerations be amended so that the required minimum 3-bedroom LEMR unit size be reduced to be consistent with the market units in the development. This proposed change is consistent with the Richmond Affordable Housing Strategy 2017- 2027 that sets minimum LEMR unit size targets to ensure that LEMR units are comparable to the size of market units in the same development. Taking into account the adjusted unit sizes, the applicant's proposed affordable housing contribution continues to meet the minimum five per cent affordable housing requirement. The applicant has also submitted a letter to the City explaining why they are proposing changing the minimum size of the 3-bedroom LEMR units (Attachment 3).

In order for the applicant and the City to move forward with the necessary legal agreements to secure the 20 Affordable Housing units at 5591, 5631, 5651 and 5671 No. 3 Road, including the Affordable Housing Covenant, the applicant has requested to revise the rezoning considerations, which requires Council approval. An additional Public Hearing is not required as the revised proposal does not impact land use or density and is relatively minor. No additional considerations from the previous rezoning considerations are proposed to change, other than that identified in this Report and the revised rezoning considerations provided in Attachment 4.

### **Financial Impact**

None.

### **Conclusion**

In accordance with the *Local Government Act* (Section 483), adoption of Bylaw No. 10057 is required to permit the City to enter into a Housing Agreement which together with the housing covenant will act to secure 20 affordable rental units that are proposed in association with Rezoning Application RZ 17-779262.



Cody Spencer  
Program Manager, Affordable Housing  
(604-247-4916)

Att. 1: Map of 5591, 5631, 5651 and 5671 No. 3 Road

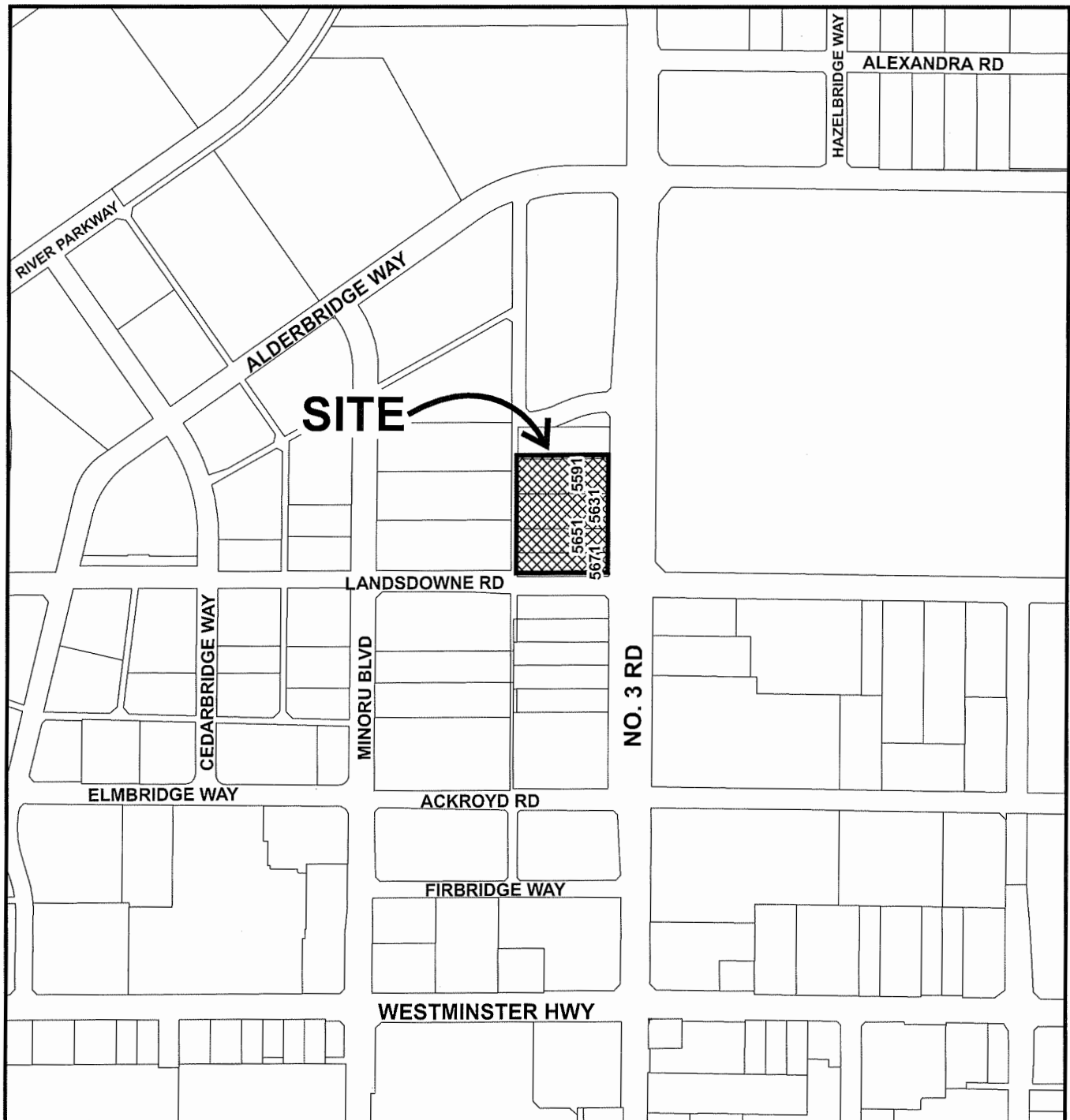
Att. 2: Original rezoning considerations

Att. 3: Applicant letter

Att. 4: Red-lined version of the revised rezoning considerations



City of  
Richmond



5591, 5631, 5651  
and 5671 No. 3 Road

Original Date: 09/04/19

Revision Date: 12/05/19

Note: Dimensions are in METRES

CNCL - 306



# City of Richmond

**Rezoning Considerations**  
Development Applications Department  
6911 No. 3 Road, Richmond, BC V6Y 2C1

**Address:** 5591, 5631, 5651 and 5671 No. 3 Road

**File No.:** RZ 17-779262

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9860, the owner is required to complete the following.**

1. **(Site Contamination – General)** Prior to rezoning bylaw adoption, submission to the City of a contaminated sites legal instrument (e.g. Certificate of Compliance (CoC) or Final Site Determination (FSD) showing no contamination in the project footprint) or an alternative notice from the Ministry of Environment and Climate Change Strategy that the City may approve the zoning, development, subdivision, and demolition applications.
2. **(Site Contamination – Dedicated and/or Transferred Land)** Prior to rezoning bylaw adoption, submission to the City of sufficient information and/or other assurances satisfactory to the City in its sole discretion to support the City's acceptance of the proposed dedicated or transferred land. Such assurances could include one or more of the following:
  - a) a contaminated sites legal instrument (e.g. Certificate of Compliance (CoC) or Final Site Determination (FSD) showing no contamination in the dedication lands);
  - b) evidence satisfactory to the City, in its sole discretion, that the lands to be dedicated to the City are in a satisfactory state from an environmental perspective; and
  - c) the registration of a legal agreement on the title to the Lands which provides that:
    - i) no occupancy of any building on the Lands shall be granted until such time that the Owner/Developer has satisfied the City in its sole discretion that the lands to be dedicated to the City are in a satisfactory state from an environmental perspective and a contaminated sites legal instrument has been obtained for the proposed dedication lands; and
    - ii) the Owner/Developer shall release and indemnify the City from and against any and all claims or actions that may arise in connection with those portions of the lands being dedicated to the City being contaminated in whole or in part.
3. **(Subdivision)** Registration of a subdivision plan for the subject site that satisfies the following conditions, generally as shown in the sketch survey plan (Schedule 1):
  - a) dedication to the City of approximately 1730 m<sup>2</sup>, including required corner cuts, along the No. 3 Road, Lansdowne Road and the existing lane frontages for the purposes of street widening, subject to final dimensions established by the surveyor on the basis of functional plans completed to the satisfaction of the City; and
  - b) creation of and transfer to the City of a fee simple lot, at no cost to the City, free and clear of any third party utilities, associated SRWs and other title charges (with no land DCC Credits applicable), at the south end of the subject site, of approximately 782.2 m<sup>2</sup> situated between the required road dedications and the property line of the new site, to be used for park purposes, subject to final dimensions established by the surveyor on the basis of functional plans completed to the satisfaction of the City.
4. **(Flood Construction Level)** Registration of a flood covenant on title identifying the basic minimum flood construction level of 2.9 m. GSC for Area A.
5. **(Aircraft Noise)** Registration of an aircraft noise sensitive use covenant on title addressing noise impacts on residential uses and establishing a Statutory Right-of-Way(s) in favour of the Airport Authority.
6. **(Mixed-Use Noise)** Registration of a mixed use noise sensitive use covenant on title addressing noise

impacts on residential uses, including those related to the on-site community facility indoor and outdoor uses.

7. **(Canada Line Noise)** Registration of a mixed use noise sensitive use covenant on title addressing noise impacts on residential uses, including those related to the Canada Line and associated proposed Bus Mall.
8. **(Commercial Noise)** Registration of a commercial noise restrictive covenant on title addressing noise impacts generated by commercial uses and requiring demonstration that the building envelope is designed to avoid noise generated by the internal use from penetrating into residential areas that exceed noise levels allowed in the City's Noise Bylaw and that noise generated from rooftop HVAC units will comply with the City's Noise Bylaw.
9. **(City Centre Impacts)** Registration of a restrictive covenant on title noting that the development is located in a densifying urban area and may be subject to impacts that affect the use and enjoyment of the property including, but not limited to, ambient noise, ambient light, shading, light access, privacy, outlook, vibration, dust and odours from development or redevelopment of public and private land in the surrounding area.
10. **(Shared Parking)** Registration of a restrictive covenant on title, or alternative legal agreement, subject to the final approval of the Director of Transportation, securing the owner's commitment to ensure that:
  - a) all residential visitor parking spaces are shared with all non-residential use spaces, except those specifically allocated to the community facility use(s);
  - b) all shared parking spaces remain unassigned;
  - c) all shared parking spaces are located on or close to the ground level of the parking structure;
  - d) all shared parking spaces are identified with signage as to their intended usage;
  - e) all shared parking spaces are fully accessible to all users (e.g. entry gate open) during standard business operating hours; and
  - f) all shared parking spaces are fully accessible to residential visitor users (e.g. buzz entry) during non-standard business hours;
  - g) identify the shared parking stalls in the Development Permit plans;
  - h) identify the shared parking stalls in the Building Permit plans; and
  - i) prior to building inspection permitting occupancy, provide wayfinding and stall identification signage for the shared visitor stalls, to the satisfaction of the Director of Transportation.
11. **(Shared Loading)** Registration of a restrictive covenant on title, or alternative legal agreement, subject to the final approval of the Director of Transportation, securing the owner's commitment to ensure that:
  - a) all loading spaces are shared between non-residential, including the community facility use(s), and residential uses;
  - b) all shared loading spaces will remain unassigned;
  - c) all shared loading spaces are located on the ground level;
  - d) all shared loading spaces are identified with signage as to their intended usage;
  - e) all shared loading spaces are fully accessible to all users (e.g. entry gate open) during business hours; and
  - f) all shared loading spaces are accessible to all users (e.g. buzz entry) during non-standard business hours;
  - g) identify the shared loading stalls in the Development Permit plans;
  - h) identify the shared loading stalls in the Building Permit plans; and
  - i) prior to building inspection permitting occupancy, provide wayfinding and stall identification signage for the shared loading stalls, to the satisfaction of the Director of Transportation.
12. **(Truck Size)** Registration of a restrictive covenant on title, or alternative legal agreement, subject to the final approval of the Director of Transportation, securing the owner's commitment to ensure that the maximum truck size for any truck servicing the uses on the site is a medium size truck (e.g. SU9). *(Note: No WB-17 size trucks are permitted.)*
13. **(Bicycle End-of-Trip Facilities)** Registration of a restrictive covenant on title, or alternative legal agreement, subject to the final approval of the Director of Transportation, securing the owner's

commitment to provide bicycle end-of-trip facilities within the development for the shared use of all non-residential users (e.g. commercial and office) generally as follows:

- a) a minimum of one male facility and one female facility, designed, constructed, equipped and maintained by the owner, each of which shall:
  - i) be fully accessible to all intended users;
  - ii) be easily accessible from non-residential Class 1 bicycle parking areas and/or the non-residential floor areas;
  - iii) be fully handicapped accessible;
  - iv) accommodate two or more people at one time; and
  - v) include, at minimum, a change room and lockers, two showers, a toilet, a wash basin and a grooming station (i.e. mirror, counter and electrical outlets);
  - vi) identify the end-of-trip facilities in the Development Permit plans;
  - vii) identify the end-of-trip facilities in the Building Permit plans; and
  - viii) prior to building inspection permitting occupancy, provide wayfinding and stall identification signage for the end-of-trip facilities, to the satisfaction of the Director of Transportation.

14. **(Bicycle Facilities)** Registration of a restrictive covenant on title or alternative legal agreement, subject to the final approval of the Director of Transportation, securing the owner's commitment to maintain all required bicycle parking spaces and other bicycle facilities for their intended uses, as well as, securing the owner's commitment to maintain the bicycle parking areas for shared common use.

15. **(District Energy Utility)** Registration of a restrictive covenant and Statutory Right-of-Way(s) and/or alternative legal agreement(s), to the satisfaction of the City, securing the owner's commitment to connect to District Energy Utility (DEU) and granting the Statutory Right-of-Way(s) necessary for supplying the DEU services to the building(s), which covenant and Statutory Right-of-Way(s) and/or legal agreement(s) will include, at minimum, the following terms and conditions:

- a) No building permit will be issued for a building on the subject site unless the building is designed with the capability to connect to and be serviced by a DEU and the owner has provided an energy modelling report satisfactory to the Director of Engineering.
- b) If a low carbon energy plant district energy utility (LCDEU) service area bylaw which applies to the site has been adopted by Council prior to the issuance of the development permit for the subject site, no building permit will be issued for a building on the subject site unless:
  - i) the owner designs, to the satisfaction of the City and the City's DEU service provider, Lulu Island Energy Company Ltd. (LIEC), a low carbon energy plant to be constructed and installed on the site, with the capability to connect to and be serviced by a DEU; and
  - ii) the owner enters into an asset transfer agreement with the City and/or the City's DEU service provider on terms and conditions satisfactory to the City to transfer ownership of the low carbon energy plant to the City or as directed by the City, including to the City's DEU service provider, at no cost to the City or City's DEU service provider, LIEC, on a date prior to building inspection permitting occupancy of the first building on the site;
- c) The owner agrees that the building(s) will connect to a DEU when a DEU is in operation, unless otherwise directed by the City and the City's DEU service provider, LIEC.
- d) If a DEU is available for connection and the City has directed the owner to connect, no building inspection permitting occupancy of a building will be granted unless, and until:
  - i) the building is connected to the DEU;
  - ii) the owner enters into a Service Provider Agreement for that building with the City and/or the City's DEU service provider, LIEC, executed prior to depositing any Strata Plan with LTO and on terms and conditions satisfactory to the City; and
  - iii) prior to subdivision (including Air Space parcel subdivision and Strata Plan filing), the owner grants or acquires, and registers, all Statutory Right-of-Way(s) and/or easements necessary for supplying the DEU services to the building.
- e) If a DEU is not available for connection, but a LCDEU service area bylaw which applies to the site



has been adopted by Council prior to the issuance of the development permit for the subject site, no building inspection permitting occupancy of a building will be granted unless and until:

- i) the City receives a professional engineer's certificate stating that the building has the capability to connect to and be serviced by a DEU;
  - ii) the building is connected to a low carbon energy plant supplied and installed by the owner, at the owner's sole cost, to provide heating, cooling and domestic hot water heating to the building(s), which energy plant will be designed, constructed and installed on the subject site to the satisfaction of the City and the City's service provider, LIEC;
  - iii) the owner transfers ownership of the low carbon energy plant on the subject site, to the City or as directed by the City, including to the City's DEU service provider, LIEC, at no cost to the City or City's DEU service provider, on terms and conditions satisfactory to the City;
  - iv) prior to depositing a Strata Plan, the owner enters into a Service Provider Agreement for the building with the City and/or the City's DEU service provider, LIEC, on terms and conditions satisfactory to the City; and
  - v) prior to subdivision (including Air Space parcel subdivision and Strata Plan filing), the owner grants or acquires, and registers, all additional Covenants, Statutory Right-of-Way(s) and/or easements necessary for supplying the services to the building and the operation of the low carbon energy plant by the City and/or the City's DEU service provider, LIEC.
- f) If a DEU is not available for connection, and a LCDEU service area bylaw which applies to the site has not been adopted by Council prior to the issuance of the development permit for the subject site, no building inspection permitting occupancy of a building will be granted until:
- i) the City receives a professional engineer's certificate stating that the building has the capability to connect to and be serviced by a DEU; and
  - ii) the owner grants or acquires any additional Statutory Right-of-Way(s) and/or easements necessary for supplying DEU services to the building, registered prior to subdivision (including Air Space parcel subdivision and strata plan filing).

16. **(Affordable Housing)** The City's acceptance of the developer's offer to voluntarily contribute affordable housing, in the form of low-end market rental (LEMR) units, constructed to a turnkey level of finish at the sole cost of the developer, the terms of which voluntary contribution shall include, but will not be limited to, the registration of the City's standard Housing Agreement and Covenant on title to each lot to secure the affordable housing units. The terms of the Housing Agreements and Covenant shall indicate that they apply in perpetuity and provide for, but will not be limited to, the following requirements:

- a) provide 5% of the residential floor area to affordable housing dwelling units, in perpetuity;
- b) provide for affordable housing units, of numbers, types, sizes and associated rent and income levels in accordance with the table below:

**AFFORDABLE HOUSING SUMMARY**

Unit Type	Affordable Housing Strategy Requirements			Project Targets (3)	
	Minimum Unit Sizes	Current LEMR Maximum Rents (1) (2)	Total Maximum Household Income (1) (2)	Unit Mix	# of Units (3)
Bachelor	37 m <sup>2</sup> (400 ft <sup>2</sup> )	\$811	\$34,650 or less	10%	2
1-Bedroom	50 m <sup>2</sup> (535 ft <sup>2</sup> )	\$975	\$38,250 or less	25%	5
2-Bedroom	69 m <sup>2</sup> (741 ft <sup>2</sup> )	\$1,218	\$46,800 or less	40%	8
3-Bedroom	91 m <sup>2</sup> (980 ft <sup>2</sup> )	\$1,480	\$58,050 or less	25%	5
TOTAL		N/A	N/A	100%	20

1. Denotes 2017 amounts adopted by Council on July 24, 2017.

2. Subject to Council approval, total annual household incomes and maximum monthly rents may be increased annually by the Consumer Price Index.

3. 50% of affordable housing units shall meet Richmond Basic Universal Housing (BUH) standards or better.

- c) occupants of the affordable housing units shall enjoy full and unlimited access to and use of all on-site indoor and outdoor amenity spaces provided for the residential development as per OCP, City

Centre Area Plan, and Development Permit requirements, at no additional charge to the affordable housing tenants (i.e. no monthly rents or other fees shall apply for the casual, shared, or exclusive use of any amenities); and

- d) on-site parking, “Class 1” bike storage, and related electric vehicle (EV) charging stations shall be provided for the use of affordable housing occupants as per the OCP, Zoning Bylaw, and approved Development Permit at no additional charge to the affordable housing tenants (i.e. no monthly rents or other fees shall apply for the casual, shared, or exclusive use of the parking spaces, bike storage, EV charging stations, or related facilities by affordable housing tenants).

17. **(Child Care)** City acceptance of the owner’s offer to voluntarily contribute to the development and operation of child care (approximately \$1,070,180 calculated using the proposed residential floor area excluding in-kind community amenity and affordable housing floor area [ $0.01 \times (27,147 \text{ m}^2 - 105 \text{ m}^2 - 1,357 \text{ m}^2) \times \$6,997/\text{m}^2$ ] noting that the final amount will be subject to final floor area figures to be determined through the Development Permit process) (90% to Childcare Development Reserve Fund - Account # 7600-80-000-90157-0000 and 10% to Childcare Operating Contributions Account # 7600-80-000-90159-0000).
18. **(Community Facility)** The City’s acceptance of the owner’s offer to voluntarily contribute a community amenity space which may be used by the City as a community facility or any other permitted use the City, in its sole discretion, deems appropriate. The broad terms of the contribution shall include, subject to the determination, and timing of the determination, of a facility tenant or tenants by the City:
  - a) design and construction of a complete facility (facility proper, ancillary facilities and outdoor space), including the base building and tenant improvements, all to a turnkey level of finish, on the subject site, by the developer, at the developers cost; and
  - b) transfer of the complete facility (facility proper, ancillary facilities and outdoor space), including the base building and tenant improvements, all at a turnkey level of finish, as an air space parcel, to the City, at no cost to the City,and, the specific terms shall include:
  - c) voluntary contribution of no less than 557 m<sup>2</sup> (6,000 ft<sup>2</sup>) of floor area (e.g. area that is considered to be floor area for the purposes of calculating density under the Richmond Zoning Bylaw) for the facility proper, based on the following density bonusing contribution calculation:
    - i) approximately 105 m<sup>2</sup> (1,125 ft<sup>2</sup>) of floor area, calculated as forty one percent of one percent of the residential floor area, excluding affordable housing floor area (e.g.  $0.41 \times 0.01 \times (27,147 \text{ m}^2 - 1,357 \text{ m}^2)$ ); and
    - ii) approximately 452 m<sup>2</sup> (4,870 ft<sup>2</sup>) of floor area, calculated as one hundred percent of five percent of the Village Centre Bonus floor area (e.g.  $0.05 \times 1.0 \times 9,049 \text{ m}^2$ ), to be used for development of the facility proper including program spaces, private access and internal circulation, structure, walls (internal and external), building systems and building services where these elements are typically included in floor area calculations for the purposes of calculating density under the Richmond Zoning Bylaw and are used exclusively for the community facility;
  - d) voluntary contribution of additional indoor area from the development, as required for purposes ancillary to the facility use, including, but not limited to, bicycle storage, parking and loading, waste management, access, circulation and exiting, structure, walls (internal and external), building systems and building services, where such area is typically excluded from floor area calculations for the purposes of calculating density under the Richmond Zoning Bylaw or is not used exclusively by the facility;
  - e) voluntary contribution of outdoor area along the frontages of the facility, for the exclusive use of the facility, the final size and exact dimensions of which are to be determined through the development permit process, including both open and covered areas, neither of which will be considered to be floor area for the purposes of calculating density under the Richmond Zoning Bylaw;
  - f) location of the facility proper and the outdoor space on Level 1 of the development, generally as shown in the location plan (Schedule 2), along with provision for private access from one or both

frontages as well as to and from ancillary facilities such as parking and loading, waste management rooms, service rooms, storage rooms and similar areas (multiple levels);

- g) design and construction of the complete facility, substantially in accordance with the summary requirements listed below and including:
- i) the facility proper to provide for:
    - i. approximately 557 m<sup>2</sup> (6,000 ft<sup>2</sup>) of programmed facility space, the details of which will be determined once a tenant or tenants have been determined by the City. However should, as of the commencement of construction of Level 1 of the development,
      - a. the tenant(s) of the facility not be determined by the City, the owner shall provide the facility as base building space compatible with future improvements of a commercial and/or office nature; or
      - b. the tenant(s) of the facility, as determined by the City, not require the whole of the floor area of the facility, the owner shall provide the required floor area, as determined by the City, as programmed facility space, generally of a commercial and/or office nature, and the remainder floor area as base building space compatible with future improvements;
  - ii) the ancillary facilities to provide for:
    - i. bicycle storage and vehicle parking applicable to the needs of the facility tenant(s) for the sole use of the facility's clients, visitors, guests and staff, available 365/7/24, located within the parkade except where noted otherwise, generally in an area having direct or close access to the facility's private access system, including clearly signed access from the street, where applicable.
    - ii. access to and use of the shared loading facilities provided on Level 1;
    - iii. access to and use of the shared waste management facilities on Level 1; and
    - iv. access to and use of services rooms and similar facilities, exclusive or shared, as required to meet functional, technical and operational requirements of the facility, Should , as of date of development permit issuance for the development, the tenant(s) of the facility not be determined by the City, the tenant use of the facility will be assumed to be commercial and/or office for the purpose the above requirements;
  - iii) the outdoor program space to provide for:
    - i. outdoor uses typically ancillary to the facility uses;or, as determined through the Development Permit process;
  - iv) design and construction of the facility (including tenant improvements, if applicable) to achieve LEED v4 ID + C Commercial Interiors Gold Certification, with a focus on providing for robust monitoring and remote control capabilities of the systems and scheduling that are its responsibility and integration of these controls into-the building automation system through open language BACnet interfaces and, further, reference to the principles outlined in the "City of Richmond Building Equipment, Monitoring, and Integration Requirements" administrative procedure;
  - v) design and construction of the facility to provide for separate addressing for the tenant or tenants;
  - vi) design and construction of the utility systems to provide for, amongst other things:
    - i. connection to the on-site, low-carbon, central energy plant for the purposes of heating and cooling, along with provision for sub-facilities and sub-metering, to the satisfaction of the City;
    - ii. connection to other building utility systems (e.g. electricity), along with provision for sub-facilities and sub-metering, to the satisfaction of the City; and
    - iii. conduit rough in for installation and connection of the City's fibre optic communications system, by the City or its contractor, noting the required conduit size is 2 inches and the outside end point is to be a City Traffic Junction Box located on Lansdowne Road;

- h) project development and procurement of approvals subject to the following benchmarks/timelines:
- i) prior to issuance of a Development Permit for the development, in whole or in part:
    - i. the facility design (facility proper, ancillary facilities and outdoor space) must be resolved to a level typical of the design development stage of a development project, to the satisfaction of the City;
    - ii. the resulting design must be incorporated into the Development Permit application submission; and
    - iii. a preliminary construction cost estimate for facility proper, ancillary facilities and outdoor space, verified by an independent quantity surveyor that is acceptable to the City, must be provided;
  - ii) prior to issuance of a Building Permit for the development, in whole or in part:
    - i. the facility design (facility proper, ancillary facilities and outdoor space) must be resolved to a level typical of the building permit and issued for construction stages of a development project, to the satisfaction of the City (including tenant improvement if one or more facility tenant(s) have been determined by the City);
    - ii. the resulting design must be incorporated into the building permit application submission; and
    - iii. a final construction cost estimate for facility proper, ancillary facilities and outdoor space, verified by a quantity surveyor, must be provided;
  - iii) prior to commencement of construction of Level 1 of the development:
    - i. the tenant improvement design and specifications not previously determined at Building Permit stage, to the satisfaction of the City (if one or more facility tenant(s) have been determined by the City); and
    - ii. updated construction and tenant improvement cost estimate for facility proper, ancillary facilities and outdoor space, verified by a quantity surveyor, must be provided
  - iv) prior to occupancy of the development, in whole or in part:
    - i. the constructed facility (facility proper, ancillary facilities and outdoor space) must be granted building inspection permitting occupancy;
    - ii. commissioning of the facility (facility proper and outdoor space) must be completed to the satisfaction of the City;
    - iii. occupancy and post-occupancy information for the facility (facility proper and outdoor space) must be provided, to the satisfaction of the City;
    - iv. as-built drawings and Operation & Maintenance (O&M) manuals in soft and hard copy form of the facility (facility proper and outdoor space) must be provided to the satisfaction of the City; and
    - v. a final construction cost for facility proper, ancillary facilities and outdoor space, verified by an independent quantity surveyor that is acceptable to the City, must be provided, unless the constructed facility is otherwise deemed acceptable by the Director, Development; the Director, Engineering; the Manager of Community Social Development; and, the Senior Manager of Real Estate Services, at their sole discretion.
- Note: If one or more facility tenant(s) have been determined by the City prior to the commencement of construction of Level 1 of the Development, the constructed facility shall include the tenant improvements for that portion of the facility required by such tenant(s), to the satisfaction of the City.*
- i) registration of a legal agreement(s), which may include, but may not be limited to, the following:
- i) a “no build” covenant registered on title restricting Building Permit issuance for the whole development, to be in effect until such time as a “construction agreement” for the facility (including base building and tenant improvements, as required by the City) is registered on title with respect to the amenity;

*Note: This requirement may be waived if a “Construction Agreement” is signed before*

*rezoning adoption.*

- ii) a “construction agreement” setting out requirements with respect to the design, construction, supply, installation, approval, and warranty of the facility (including base building and tenant improvements, as required by the City) and related works to the satisfaction of the City, which agreement may include provisions for a statutory right(s)-of-way and/or rent charge and include the terms set out in these rezoning considerations as well as standard City facilities policies;

*Note: If one or more facility tenant(s) have been determined by the City prior to the commencement of construction of Level 1 of the Development, the constructed facility shall include the tenant improvements for that portion of the facility required by such tenant(s), to the satisfaction of the City.*

- iii) an Air Space Parcel (ASP) subdivision agreement to facilitate the future creation of an ASP containing the facility (including base building and constructed tenant improvements), including the facility proper, ancillary facilities and outdoor spaces, to the extent deemed desirable or practical by the City, together with any easement(s) and/or statutory right(s)-of-way registered on title to secure any remaining facilities located elsewhere in the development and intended for the use of the facility tenants, along with terms for cost sharing between the ASP owner (the City) and the owner(s) of the remaining facilities, all in a form and content satisfactory to the City;
  - iv) a purchase and sale agreement to facilitate the transfer of the facility (including base building and constructed tenant improvements) ASP to the City, which transfer shall not occur until the City has, at its sole discretion, accepted the facility works, which acceptance shall not relieve the developer of any outstanding obligations and which shall include an option to purchase for a consideration;
  - v) a “no occupancy” covenant for the development, in whole or in part, registered on title, to be in effect until such time as the facility (including base building and the City’s required tenant improvements) has been completed or otherwise deemed acceptable, at the sole discretion of the City, by the Director, Development; the Director, Engineering; the Manager of Community Social Development; and, the Senior Manager of Real Estate Services, in their sole discretion, and has been transferred to the City free and clear of any encumbrances; and
  - vi) a blanket Statutory Right-of-Way, or alternative legal agreement(s), to the satisfaction of the City, securing public access to and egress from the facility (facility proper, ancillary facilities and outdoor space) and any part of the parking facility allocated for the facility use, across and through the drive aisles and pedestrian pathways forming part of the development and securing City access to the development for the maintenance of the utilities and mechanical systems servicing the facility (including maintenance of the City’s fibre optic system), which agreement may be replaced prior to occupancy, to the satisfaction of the City, with a replacement agreement and a surveyed Statutory Right-of-Way(s) plan.
- j) submission of cash or other forms of financial security as follows:
- i) a cash-in-lieu contribution of \$10,000 to fund the complete installation of the fibre optic service by city contractors within the conduit supplied by the developer (e.g. all costs for Civil work upgrades, connection of developer conduit to city systems, fibre cable/splice enclosure and all installation work) (Account # 1315-40-000-00000-0000-CB00026);
  - ii) a project management fee of \$194,866 [equal to 5% of the preliminary construction cost estimate, using the City’s “equivalent to construction value” rate of \$6,997/ sq. m. applied to the density bonus floor area portions of the facility only (e.g. 557 m<sup>2</sup>)] to provide for the participation of the City or its representatives in the schematic design, design development, building permit, issued for construction, contract administration and related stages of project development (Account # 1315-40-000-00000-0000-CB00026);
  - iii) a Letter of Credit (LOC), in the amount of 100% of the construction cost estimate for the

base building component of the facility [e.g.  $\$1,781,935$  ( $0.45 \times 557 \text{ m}^2 \times \$7,104/\text{m}^2$ ) (2019 value)] (facility proper, ancillary facilities and outdoor space), as verified by a quantity surveyor, to secure the developer's commitment to design, construct, and transfer the facility to the City, with provision for the return of the subject monies as follows:

- i. reduction by 50% after the facility has received final building inspection permitting occupancy and has been transferred to the City;
  - ii. reduction by a further 30% a minimum of one year after the facility has received final building inspection permitting occupancy and has been transferred to the City; and
  - iii. release of remaining funds after a minimum of two years after the facility has received final building inspection permitting occupancy and has been transferred to the City,
- all subject to the following:
- a. no reduction or release until any required Provincial licensing has been achieved;
  - b. retention of the LOC, or portions thereof, at the sole discretion of the City, to rectify deficiencies;
  - c. retention of the LOC, or portions thereof, at the sole discretion of the City, to ensure the air space parcel (ASP) is free and clear of builder's liens or other encumbrances; and
  - d. retention of the LOC, or portions thereof, at the sole discretion of the City, to complete the facility, should the developer fail in its contractual obligations.

- iv) a Letter of Credit (LOC), in the amount of 100% of construction cost estimate for the tenant improvement component of the facility [e.g.  $\$2,395,713$  ( $0.55 \times 557 \text{ m}^2 \times \$7,104/\text{m}^2$ ) (2019 value)] (facility proper, ancillary facilities and outdoor space) (assuming 100% of the facility will be required to be completed with tenant improvement, whether or not the future tenant(s) are determined by the City), as verified by a quantity surveyor, to secure the developer's commitment to design, construct, and transfer the facility to the City, with provision for the return of the subject monies as follows:

- i. reduction by 50% after the facility has received final building inspection permitting occupancy and has been transferred to the City;
  - ii. reduction by a further 30% a minimum of one year after the facility has received final building inspection permitting occupancy and has been transferred to the City; and
  - iii. release of remaining funds after a minimum of two years after the facility has received final building inspection permitting occupancy and has been transferred to the City,
- all subject to the following:
- iv. retention of the LOC, or portions thereof, at the sole discretion of the City in relation to any portion of the facility constructed solely to base building standards, to be reduced upon completion of tenant improvements for such portion(s) of the facility;
    - a. no reduction or release until any required Provincial licensing has been achieved;
    - b. retention of the LOC, or portions thereof, at the sole discretion of the City, to rectify deficiencies;
    - c. retention of the LOC, or portions thereof, at the sole discretion of the City, to ensure the air space parcel (ASP) is free and clear of builder's liens or other encumbrances; and
    - d. retention of the LOC, or portions thereof, at the sole discretion of the City, to complete the facility, should the developer fail in its contractual obligations.

19. **(Community Planning)** The City's acceptance of the owner's offer to voluntarily contribute at least  $\$103,187$  (calculated using the proposed floor area minus the on-site community amenity and affordable housing floor area e.g.  $(36,196 \text{ m}^2 - 577 \text{ m}^2 - 1,357 \text{ m}^2) \times \$3.01/\text{m}^2$ ) towards City Centre community planning (CC-Community Planning and Engineering Account # 3132-10-520-00000-0000).
20. **(Public Art)** The City's acceptance of the owner's offer to voluntarily contribute at least  $\$276,622$  (100% non-residential floor area and 100% residential floor area, excluding on-site community amenity and



affordable housing floor area, (e.g.  $9,049 \text{ m}^2 - 452 \text{ m}^2$ )  $\times \$4.84/\text{m}^2 + (27,147 \text{ m}^2 - 105 \text{ m}^2 - 1,357 \text{ m}^2) \times \$9.15/\text{m}^2$ ) towards public art (15% to Public Art Provision Account # 7500-10-000-90337-0000 and 85% to Account # 7600-80-000-90173-0000).

21. **(Trees – City Property)** City acceptance of an offer to voluntarily contribute \$11,700 (nine trees calculated as \$1300 per tree) to the City's Tree Compensation Fund (Account # 2336-10-000-00000-0000) for the planting of replacement trees within the City.
22. **(Servicing Agreement)** Submission and processing of a Servicing Agreement application, completed to a level deemed acceptable by the Director of Engineering, for the design and construction of works associated with the proposed rezoning, subject to the following conditions:

**(Engineering)**

**Water Works:**

- a) Using the OCP Model with the water main upgrades proposed below, there will be 536.0 L/s of water available at a 20 psi residual at the No 3 Road frontage, 285.0 L/s of water available at a 20 psi residual at the New N-S Road frontage, and 312.0 L/s of water available at a 20 psi residual at the Lansdowne Road frontage. Based on your proposed development, your site requires a minimum fire flow of 220 L/s.
- b) The Owner/Developer is required to:
  - i) Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.
  - ii) Review hydrant spacing on all road frontages and install new fire hydrants as required to meet City spacing requirements for commercial land use.
  - iii) Provide a right-of-way for the proposed water meter. Exact right-of-way dimensions to be finalized during the servicing agreement process.
  - iv) Obtain approval from Richmond Fire Rescue for all fire hydrant locations, relocations, and removals.
  - v) Install approximately 160 m of new 300 mm diameter water main within the new N-S road from the existing 200 mm water main on Lansdowne Road to the north property line of 5551 No 3 Road, complete with fire hydrants per City spacing requirements.
- c) At Owner/Developer's cost, the City is to:
  - i) Install one new water service connection for each proposed parcel, complete with meter and meter box. Meters to be located onsite in a right of way.
  - ii) Cut and cap all existing water service connections to the development site, and remove meters.
  - iii) Complete all tie-ins for the proposed works to existing City infrastructure.

**Storm Sewer Works:**

- d) The Owner/Developer is required to:
  - i) Install approximately 120 m of new storm sewer within the new N-S road from the north property line of 5591 No 3 Road to the box culvert on Lansdowne Road. Prior to servicing agreement approval, the actual invert of the existing forcemain must be confirmed in the field to prevent future conflicts. The existing hole in the box culvert for the 300 mm capped stub shall be widened and reused for the proposed storm sewer if possible.
  - ii) Perform a storm capacity analysis based on the 2041 OCP condition to size the proposed storm sewer within the new N-S road. Minimum diameter shall be 600 mm. The capacity analysis shall be included within the servicing agreement drawings for the City's review/approval.
  - iii) Upgrade approximately 160 m of existing 375 mm storm sewer within the No 3 Road frontage to 900 mm, from the north property line of the development site to the box culvert on Lansdowne Road. The alignment for the new storm sewer shall be chosen to minimize

- impact to the traffic on No 3 Road.
- iv) Remove, or fill and abandon where appropriate, the existing 375 mm storm sewer being upgraded on No 3 Road.
- v) Install one new storm service connection, complete with inspection chamber, to serve each proposed parcel. The inspection chamber may be located onsite in a right of way if required by the frontage improvements (to be determined at the Servicing Agreement stage). The service connections shall connect to the proposed 750 mm storm sewer along No 3 Road.
- vi) Provide, at no cost to the City, a 1.5 x 1.5 m right-of-way for each proposed storm inspection chamber, if required.
- vii) Provide a sediment and erosion control plan within the servicing agreement design.
- e) At Owner/Developer's cost, the City is to:
  - i) Reconnect all existing catch basins and lawn basins to the proposed storm sewer.
  - ii) Cut and cap all existing storm service connections to the development site and remove inspection chambers.
  - iii) Complete all tie-ins for the proposed works to existing City infrastructure.

***Sanitary Sewer Works:***

- f) The Owner/Developer is required to:
  - i) Upgrade approximately 260 m of existing sanitary sewers within the proposed N-S road and along Lansdowne Road from the proposed N-S road to manhole SMH55359 at Minoru Boulevard. Reconnect all existing connections to the new main. The proposed sanitary sewer shall be 300 mm along the new N-S Road and 375 mm along Lansdowne Road. Minimum pipe grade shall be 0.4%.
  - ii) Install one new sanitary service connection for each proposed parcel, complete with inspection chamber. The inspection chambers may be located onsite in a right-of-way if required by the frontage improvements (to be determined at the Servicing Agreement stage).
  - iii) Provide, at no cost to the City, a 1.5 x 1.5 m right-of-way for each proposed sanitary inspection chamber, if required.
  - iv) After the existing service connection SLAT4916 and inspection chamber SIC1506 are removed, discharge the existing statutory right-of-way along the northwest corner of 5671 No 3 Road (plan number 34077). It is the developer's responsibility to coordinate with BC Hydro, TELUS, Shaw, Fortis BC, and other private utility companies to confirm that there are no existing private utilities within the right of way prior to right of way discharge. Additional rights of ways may be required by those companies if private utilities exist within the City right of way.
- g) At Owner/Developer's cost, the City is to:
  - i) Cut, cap, and remove all existing sanitary connections and inspection chambers to the development site.
  - ii) Complete all tie-ins for the proposed works to existing City infrastructure.

***Frontage Works:***

- h) The Owner/Developer is required to:
  - i) Coordinate with BC Hydro, TELUS and other private communication service providers:
    - i) To pre-duct for future hydro, telephone and cable utilities along all road frontages.
    - ii) Before relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
    - iii) To underground the overhead poles and lines along the proposed N-S road frontage. Any aboveground utility cabinets and kiosks required to underground the overhead lines and poles shall be located within the development site as described below.
    - iv) Locate/relocate all above ground utility cabinets and kiosks required to service the proposed development, and all above ground utility cabinets and kiosks located along the development's frontages, within the developments site (see list below for

examples). A functional plan showing conceptual locations for such infrastructure shall be included in the development design review process. Please coordinate with the respective private utility companies and the project's lighting and traffic signal consultants to confirm the requirements (e.g., statutory right-of-way dimensions) and the locations for the aboveground structures. If a private utility company does not require an aboveground structure, that company shall confirm this via a letter to be submitted to the City. The following are examples of statutory right-of-ways that shall be shown on the architectural plans/functional plan, the servicing agreement drawings, and registered prior to SA design approval:

- BC Hydro PMT – 4.0 x 5.0 m
- BC Hydro LPT – 3.5 x 3.5 m
- Street light kiosk – 1.5 x 1.5 m
- Traffic signal kiosk – 2.0 x 1.5 m
- Traffic signal UPS – 1.0 x 1.0 m
- Shaw cable kiosk – 1.0 x 1.0 m
- TELUS FDH cabinet – 1.1 x 1.0 m.

ii) Provide street lighting along all road frontages according to the following:

i) City Streets

Lansdowne Road (North side of street)

- Pole colour: Grey
- Roadway lighting @ back of curb: Type 7 (LED) INCLUDING 1 street luminaire, banner arms, and 1 duplex receptacle, but EXCLUDING any pedestrian luminaires, flower basket holders, or irrigation.
- Pedestrian lighting @ buffer strip between sidewalk and off-street bike path: Type 8 (LED) INCLUDING 2 pedestrian luminaires and 1 duplex receptacle, but EXCLUDING any banner arms, flower basket holders, or irrigation. (NOTE: "Pedestrian luminaires" are intended to light the sidewalk and off-street bike path. Luminaire arms must be set perpendicular to the direction of travel.)

New North-South Street @ west side of site (East side of street)

- Pole colour: Grey
- Roadway lighting @ back of curb: Type 7 (LED) INCLUDING 1 street luminaire, banner arms, and 1 duplex receptacle, but EXCLUDING any pedestrian luminaires, flower basket holders, or irrigation.

No 3 Road (West side of street):

- Pole colour: Grey
- Roadway lighting: N/A (No change to existing lighting in centre median)
- Pedestrian lighting @ back of curb: Type 8 (LED) INCLUDING 1 pedestrian luminaire, 1 duplex receptacle, and flower basket holders, but EXCLUDING any banner arms or irrigation.

ii) Off-Street Publicly-Accessible Walkways & Opens Spaces

Lansdowne Road (North side of the park) (City owned & City maintained)

- Pole colour: Grey
- Pedestrian lighting within the park: Type 8 (LED) INCLUDING 1 pedestrian luminaire and 1 duplex receptacle, but EXCLUDING any banner arms, flower basket holders, or irrigation.

Off-Street Publicly-Accessible Walkways & Opens Spaces

Lansdowne Road (North side of the park) (City owned & City maintained)

- Pole colour: Grey
- Pedestrian lighting within the park: Type 8 (LED) INCLUDING 1 pedestrian

luminaire and 1 duplex receptacle, but EXCLUDING any banner arms, flower basket holders, or irrigation.

**General Items:**

- i) The Owner/Developer is required to:
  - i) Provide, prior to start of site preparation works or within the first servicing agreement submission, whichever comes first, a pre-load plan and geotechnical assessment of preload, dewatering, and soil preparation impacts on the existing utilities fronting the development site and provide mitigation recommendations.
  - ii) Provide a video inspection of the existing storm box culvert along the Lansdowne Road frontage and the existing sanitary sewer along the north-south lane prior to start of site preparation works or within the first servicing agreement submission, whichever comes first. A follow-up video inspection after site preparation works are complete (i.e. pre-load removal, completion of dewatering, etc.) to assess the condition of the existing utilities is required. Any utilities damaged by the pre-load, de-watering, or other ground preparation shall be replaced at the Developer's cost.
  - iii) Monitor the settlement at the adjacent utilities and structures during pre-loading, dewatering, and soil preparation works per a geotechnical engineer's recommendations, and report the settlement amounts to the City for approval.
  - iv) Enter into, if required, 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, 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.

**(Transportation)**

**Road and Frontage Works:**

- j) As a minimum, the applicant will be responsible for the design and construction of the following frontage works. Note that below are the minimum frontage work requirements and additional frontage works may be sought pending staff's review of the TIS.
  - i) Along the No 3 Road frontage, road widening to provide the following (from east to west):
    - maintain all existing southbound traffic lanes
    - 0.15m wide curb and gutter
    - 0.3m wide buffer strip
    - 1.8m wide paved (raised) bike lane
    - 0.15m wide barrier curb
    - 1.5m wide boulevard
    - 2.0m wide sidewalk
  - ii) Along the entire Lansdowne Road frontage, road widening to provide the following (from south to north):
    - maintain all existing westbound traffic lanes
    - 0.15m wide curb and gutter
    - 1.5m wide boulevard
    - 3.0m wide paved multi-use pathway
    - 1.0m wide buffer strip

Note that sidewalk will be located outside the road allowance and be within the park.
  - iii) Along the entire west frontage, full road construction to accommodate the following (from the new property line to west):
    - 2.0m wide sidewalk

- 1.5m wide boulevard
  - 0.15m wide curb and gutter
  - 8.5m wide asphalt pavement for on-street parking (along the east side) and two-directional traffic lanes
  - 1.5m wide paved tie-in separated from the asphalt pavement with an interim barrier curb and gutter
- iv) Intersection control/treatment:
- Installation of a special crosswalk with downward lighting and associated equipment on Lansdowne Road at the new north/south street near the western limit of the development site
  - Upgrade the existing traffic signal at the No. 3 Road / Lansdowne Road intersection to accommodate the road widening noted above to include, but not limited to: upgrade and/or replace signal pole, controller, base and hardware, pole base, detection, conduits (electrical & communications), signal indications, communications cable, electrical wiring, service conductors, APS (Accessible Pedestrian Signals) and illuminated street name sign(s) as necessary.
- k) Provision of a Letter of Credit to secure the completion of the Engineering and Transportation works in an amount determined by the Director of Engineering and Director of Transportation.
- l) Registration of the Servicing Agreement on title.
23. **(Servicing Agreement - Park)** Submission and processing of a Servicing Agreement application, completed to a level deemed acceptable by the Director, Parks, for the design and construction of works associated with the proposed rezoning, subject to the following conditions:
- a) Design and construction of the park improvements may include, but not be limited to, the following features:
- i. General Program Features
    - Sun-oriented features and related uses, including outdoor seating for people-watching and performances.
    - Predominantly hardscape surface treatment for active, informal uses and for staging of events.
  - ii. Public Art Features (in conjunction with the Public Art Program, at the discretion of the City)
    - Support the vision of Lansdowne Road as the downtown “Street Gallery” by integrating art works into the designs of hard and soft landscape areas, play features, and site furnishings.
    - Installation of a site specific, large scale, signature work near No. 3 Road enhancing the “gateway” to the West Village Blocks.
  - iii. Street Furnishing Features
    - Program/event infrastructure (power, water, data, audio/visual capability) integrated with street furniture, lighting, or hard landscape elements (walls, permanent kiosks).
    - Overhead support system (e.g., post and cable system) to support temporary weather protection, art installations, special lighting or banner installations.
    - Distinctive paving materials and patterns to unify the public realm and the street, provide wayfinding.
    - Fixed and movable seating and table elements that create social nodes and can be reconfigured to support performance events.
    - Plaza and pedestrian level lighting that incorporates capacity for variable animation.
    - Use of distinctive materials and bright colour palette for key street furnishings and infrastructure.
    - A unifying suite of site furnishings consistent along the length of the corridor.
  - iv. Ecological Features

- Street trees that reinforce the continuity of the corridor-wide street tree canopy while framing distinct spaces.
  - Onsite stormwater capture by strategically directing it to catchment areas – e.g. continuous tree pits, permeable pavers, water features, etc.
  - Visual interpretation and celebration of rainwater by means of ephemeral stormwater features,
- b) Provision of a Letter of Credit to secure the completion of the Park works in an amount determined by the Director, Parks, to the satisfaction of the City.
- c) Registration of the Servicing Agreement on title.
24. **(Development Permit)** Submission and processing of a Development Permit application, completed to a level deemed acceptable by the Director of Development, incorporating:
- a) design development of the rezoning concept, as necessary, to address:
- i) form and character objectives noted in the associated Report to Planning Committee;
  - ii) Council directions arising out of Public Hearing;
  - iii) pertinent comments of the Advisory Design Panel;
  - iv) form and character objectives described in the OCP and CCAP Development Permit Guidelines;
  - v) technical resolution of building services, private utilities, public utilities, fire access, parking and loading and waste management including provision of final utility, fire access, loading, waste management and signage and wayfinding plans; and
  - vi) design and technical resolution of the landscape plans including:
    - i. the protection, installation and/or maintenance (including automatic irrigation) of retained and/or new landscape; and
    - ii. the protection, installation and/or maintenance (including automatic irrigation) of retained and/or new trees;
  - vii) provision of twenty-six (26) replacement trees on site;
- b) a landscape concept plan for the Lansdowne Linear Park, prepared by a Registered Landscape Architect, to the satisfaction of the Director, Parks;
- c) a landscape plan for the development site, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development,
- d) the owner's commitment to design and construct the development in accordance with rezoning policy, the rezoning considerations and the draft site-specific zoning bylaw, by incorporating information into the Development Permit plans (inclusive of architectural, landscape and other plans, sections, elevations, details, specifications, checklists and supporting consultant work) prepared, stamped and sealed by qualified professionals including, but not limited to:
- i) statutory rights of way, easements, encroachments, no build areas, agreements and other legal restrictions;
  - ii) flood construction level(s);
  - iii) use, density, height, siting, building form, landscaping, parking and loading and other zoning requirements;
  - iv) stamped and sealed floor area calculation overlays;
  - v) site access locations;
  - vi) horizontal and vertical clearance dimensions for all vehicular circulation, including heights of doors, gateways and other passages;
  - vii) the required shared non-residential parking and residential visitor parking spaces;
  - viii) the required shared loading spaces;
  - ix) the required EV-charging vehicle parking spaces;
  - x) the required car-share parking spaces;
  - xi) the required end-of-trip facilities, including their location, number, size, type and use;
  - xii) the required bicycle maintenance facilities;



- xiii) identification and wayfinding marking and /or signage for all bicycle, vehicle and truck spaces and associated facilities, with particular attention to facility staff and visitor needs;
- xiv) the location of all above ground utility equipment required to be on site including that needed for street lighting and traffic signals as well as that need for third parties;
- xv) the location of areas reserved for DEU equipment and/or connection facilities and a notation regarding the need for DEU pre-ducting, as applicable in the case of the final DEU strategy;
- xvi) the required affordable housing units, including their size and location;
- xvii) the required aging in place, basic universal, accessible, adaptable and/or convertible dwelling units, as noted below, including notation of their associated design features:

Type	Affordable	Market	Intent	Standard
Aging in Place	0	0	- support mobility and usability	Per OCP
Adaptable + Basic Universal Housing (1)	10	0	- renovation potential for wheelchair plus added floor area for manoeuvring	Per BCBC and RZB
Barrier Free (2)	0	0	- move in with wheelchair	Per BCDH
Total Units	10	0		

\* Includes Aging-in-Place

\*\* Includes Aging-in-Place, Adaptable and Basic Universal Housing

- xviii) the required community amenity facility including base building and predetermined tenant improvements plans for indoor and outdoor facilities;
  - xix) an accessibility checklist and identification of specific recommended measures to be incorporated into the Building Permit plans, where relevant;
  - xx) a CPTED checklist and identification of specific recommended measures to be incorporated into the Building Permit plans, where relevant;
  - xxi) a LEED checklist for the overall development prepared by a LEED AP to achieve LEED v4 NC Silver equivalency and identification of specific measures to be incorporated into the Building Permit plans to be incorporated into the Building Permit plans, where relevant;
  - xxii) a LEED checklist for the facility prepared by a LEED AP to achieve LEED v4 ID+C Gold Certification and identification of specific measures to be incorporated into the Building Permit plans to be incorporated into the Building Permit plans, where relevant;
  - xxiii) an Acoustic and Mechanical Report with recommendations prepared by a registered professional regarding measures to be incorporated into the Building Permit drawings to achieve the exterior and interior noise levels and other noise mitigation standards articulated in the various noise covenants;
  - xxiv) an Arborist Contract entered into between the applicant and a Certified Arborist for supervision of any 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.
  - xxv) the required common indoor, common outdoor and private outdoor amenity areas including their location, size and use;
  - xxvi) the location, plans, detailing and specifications of the vertical clearance for the loading area, including the access/egress movement to/from Cook Road and Buswell St.to confirm truck loading movements are satisfied;
  - xxvii) the location, plans, detailing and specifications for landscaping, including but not limited to required replacement trees and irrigation for private and common open space; and
  - xxviii) the location and dimensions of on- and off-site any tree protection fencing illustrated on the Tree Retention/Management Plan provided with the application.
- e) Submission of a letter of credit for development site landscaping, including required replacement trees, based on 100% of the cost estimate provided by the Landscape Architect, including installation costs, plus a 10% contingency cost.

**Building Permit Notes:**

1. Prior to Building Permit issuance the approved Development Permit and associated conditions, as well as any additional items referenced in “Schedule B: Assurance of Professional Design and Commitment for Field Review”, shall be incorporated into the Building Permit plans (drawings and documents) prior to Building Permit issuance.
2. Prior to Building Permit issuance, the applicant is to submit a detailed Construction Parking and Traffic Management Plan to the Transportation Division for approval. The Management Plan shall identify (for each development phase): construction vehicle access, emergency vehicle access, parking facilities for construction workers, staging areas for construction vehicles, areas for deliveries and loading, and application for any lane closures. The Plan will require the use of proper construction traffic control procedures and certified personnel as per Traffic Control Manual for works on roadways (Ministry of Transportation and Infrastructure) and MMCD Traffic Regulation Section 01570.
3. Prior to Building Permit issuance the developer must obtain a Building Permit for 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 Department at 604-276-4285.
4. Prior to Building Permit issuance the developer must obtain and provide to the City TransLink concurrence, in writing, regarding adequate completion or otherwise successful resolution of the AID process.

**General Notes:**

1. Some of the foregoing items may require a separate application.
2. Where the Director of Development deems it appropriate, legal 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.
3. 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.
4. The legal 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.
5. Enter into, if required, 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, including, but not limited to, site investigation, testing, monitoring, site preparation, dewatering, 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.
6. 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 be retained.

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Signed original in file

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Date**CNCL - 323**



December 5, 2019

City of Richmond  
Affordable Housing  
6911 No.3 Road  
Richmond, BC  
V6Y 2C1

Via email: bdavies@richmond.ca

Attention: Cody Spencer, Program Manager

**RE: RZ 17-77926 – Affordable Housing – Three Bedroom Units**

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This letter is to confirm the proposed three-bedroom units for the affordable housing requirements will be 85.8 sq. meters (924 / 925 sq. ft.) vs. the Richmond guideline suggested area of 91.0 sq. meters (979 sq. ft.).

This is a result of the affordable housing three-bedroom units being modelled after our three-bedroom market units. Unit size is based on the sensitivity of price point within the market place. These units have been designed with the most efficient use of space and will meet the requirements of a family unit.

As well, these units stack on top of each within the building plate and it becomes problematic in altering the unit footprints as to not upset the programming of adjacent unit layouts and to maintain vertical electrical mechanical systems.

Yours truly,  
Townline Ventures Inc.  
Per:



Jeff Chong  
Development Manager



**City of  
Richmond**

## **Rezoning Considerations**

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

**Address:** 5591, 5631, 5651 and 5671 No. 3 Road

**File No.:** RZ 17-779262

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9860, the owner is required to complete the following.**

1. **(Site Contamination – General)** Prior to rezoning bylaw adoption, submission to the City of a contaminated sites legal instrument (e.g. Certificate of Compliance (CoC) or Final Site Determination (FSD) showing no contamination in the project footprint) or an alternative notice from the Ministry of Environment and Climate Change Strategy that the City may approve the zoning, development, subdivision, and demolition applications.
2. **(Site Contamination – Dedicated and/or Transferred Land)** Prior to rezoning bylaw adoption, submission to the City of sufficient information and/or other assurances satisfactory to the City in its sole discretion to support the City's acceptance of the proposed dedicated or transferred land. Such assurances could include one or more of the following:
  - a) a contaminated sites legal instrument (e.g. Certificate of Compliance (CoC) or Final Site Determination (FSD) showing no contamination in the dedication lands);
  - b) evidence satisfactory to the City, in its sole discretion, that the lands to be dedicated to the City are in a satisfactory state from an environmental perspective; and
  - c) the registration of a legal agreement on the title to the Lands which provides that:
    - i) no occupancy of any building on the Lands shall be granted until such time that the Owner/Developer has satisfied the City in its sole discretion that the lands to be dedicated to the City are in a satisfactory state from an environmental perspective and a contaminated sites legal instrument has been obtained for the proposed dedication lands; and
    - ii) the Owner/Developer shall release and indemnify the City from and against any and all claims or actions that may arise in connection with those portions of the lands being dedicated to the City being contaminated in whole or in part.
3. **(Subdivision)** Registration of a subdivision plan for the subject site that satisfies the following conditions, generally as shown in the sketch survey plan (Schedule 1):
  - a) dedication to the City of approximately 1730 m<sup>2</sup>, including required corner cuts, along the No. 3 Road, Lansdowne Road and the existing lane frontages for the purposes of street widening, subject to final dimensions established by the surveyor on the basis of functional plans completed to the satisfaction of the City; and
  - b) creation of and transfer to the City of a fee simple lot, at no cost to the City, free and clear of any third party utilities, associated SRWs and other title charges (with no land DCC Credits applicable), at the south end of the subject site, of approximately 782.2 m<sup>2</sup> situated between the required road dedications and the property line of the new site, to be used for park purposes, subject to final dimensions established by the surveyor on the basis of functional plans completed to the satisfaction of the City.
4. **(Flood Construction Level)** Registration of a flood covenant on title identifying the basic minimum flood construction level of 2.9 m. GSC for Area A.
5. **(Aircraft Noise)** Registration of an aircraft noise sensitive use covenant on title addressing noise impacts on residential uses and establishing a Statutory Right-of-Way(s) in favour of the Airport Authority.

6. **(Mixed-Use Noise)** Registration of a mixed use noise sensitive use covenant on title addressing noise impacts on residential uses, including those related to the on-site community facility indoor and outdoor uses.
7. **(Canada Line Noise)** Registration of a mixed use noise sensitive use covenant on title addressing noise impacts on residential uses, including those related to the Canada Line and associated proposed Bus Mall.
8. **(Commercial Noise)** Registration of a commercial noise restrictive covenant on title addressing noise impacts generated by commercial uses and requiring demonstration that the building envelope is designed to avoid noise generated by the internal use from penetrating into residential areas that exceed noise levels allowed in the City's Noise Bylaw and that noise generated from rooftop HVAC units will comply with the City's Noise Bylaw.
9. **(City Centre Impacts)** Registration of a restrictive covenant on title noting that the development is located in a densifying urban area and may be subject to impacts that affect the use and enjoyment of the property including, but not limited to, ambient noise, ambient light, shading, light access, privacy, outlook, vibration, dust and odours from development or redevelopment of public and private land in the surrounding area.
10. **(Shared Parking)** Registration of a restrictive covenant on title, or alternative legal agreement, subject to the final approval of the Director of Transportation, securing the owner's commitment to ensure that:
  - a) all residential visitor parking spaces are shared with all non-residential use spaces, except those specifically allocated to the community facility use(s);
  - b) all shared parking spaces remain unassigned;
  - c) all shared parking spaces are located on or close to the ground level of the parking structure;
  - d) all shared parking spaces are identified with signage as to their intended usage;
  - e) all shared parking spaces are fully accessible to all users (e.g. entry gate open) during standard business operating hours; and
  - f) all shared parking spaces are fully accessible to residential visitor users (e.g. buzz entry) during non-standard business hours;
  - g) identify the shared parking stalls in the Development Permit plans;
  - h) identify the shared parking stalls in the Building Permit plans; and
  - i) prior to building inspection permitting occupancy, provide wayfinding and stall identification signage for the shared visitor stalls, to the satisfaction of the Director of Transportation.
11. **(Shared Loading)** Registration of a restrictive covenant on title, or alternative legal agreement, subject to the final approval of the Director of Transportation, securing the owner's commitment to ensure that:
  - a) all loading spaces are shared between non-residential, including the community facility use(s), and residential uses;
  - b) all shared loading spaces will remain unassigned;
  - c) all shared loading spaces are located on the ground level;
  - d) all shared loading spaces are identified with signage as to their intended usage;
  - e) all shared loading spaces are fully accessible to all users (e.g. entry gate open) during business hours; and
  - f) all shared loading spaces are accessible to all users (e.g. buzz entry) during non-standard business hours;
  - g) identify the shared loading stalls in the Development Permit plans;
  - h) identify the shared loading stalls in the Building Permit plans; and
  - i) prior to building inspection permitting occupancy, provide wayfinding and stall identification signage for the shared loading stalls, to the satisfaction of the Director of Transportation.
12. **(Truck Size)** Registration of a restrictive covenant on title, or alternative legal agreement, subject to the final approval of the Director of Transportation, securing the owner's commitment to ensure that the maximum truck size for any truck servicing the uses on the site is a medium size truck (e.g. SU9). *(Note: No WB-17 size trucks are permitted.)*
13. **(Bicycle End-of-Trip Facilities)** Registration of a restrictive covenant on title, or alternative legal

agreement, subject to the final approval of the Director of Transportation, securing the owner's commitment to provide bicycle end-of-trip facilities within the development for the shared use of all non-residential users (e.g. commercial and office) generally as follows:

- a) a minimum of one male facility and one female facility, designed, constructed, equipped and maintained by the owner, each of which shall:
  - i) be fully accessible to all intended users;
  - ii) be easily accessible from non-residential Class 1 bicycle parking areas and/or the non-residential floor areas;
  - iii) be fully handicapped accessible;
  - iv) accommodate two or more people at one time; and
  - v) include, at minimum, a change room and lockers, two showers, a toilet, a wash basin and a grooming station (i.e. mirror, counter and electrical outlets);
  - vi) identify the end-of-trip facilities in the Development Permit plans;
  - vii) identify the end-of-trip facilities in the Building Permit plans; and
  - viii) prior to building inspection permitting occupancy, provide wayfinding and stall identification signage for the end-of-trip facilities, to the satisfaction of the Director of Transportation.
14. **(Bicycle Facilities)** Registration of a restrictive covenant on title or alternative legal agreement, subject to the final approval of the Director of Transportation, securing the owner's commitment to maintain all required bicycle parking spaces and other bicycle facilities for their intended uses, as well as, securing the owner's commitment to maintain the bicycle parking areas for shared common use.
15. **(District Energy Utility)** Registration of a restrictive covenant and Statutory Right-of-Way(s) and/or alternative legal agreement(s), to the satisfaction of the City, securing the owner's commitment to connect to District Energy Utility (DEU) and granting the Statutory Right-of-Way(s) necessary for supplying the DEU services to the building(s), which covenant and Statutory Right-of-Way(s) and/or legal agreement(s) will include, at minimum, the following terms and conditions:
  - a) No building permit will be issued for a building on the subject site unless the building is designed with the capability to connect to and be serviced by a DEU and the owner has provided an energy modelling report satisfactory to the Director of Engineering.
  - b) If a low carbon energy plant district energy utility (LCDEU) service area bylaw which applies to the site has been adopted by Council prior to the issuance of the development permit for the subject site, no building permit will be issued for a building on the subject site unless:
    - i) the owner designs, to the satisfaction of the City and the City's DEU service provider, Lulu Island Energy Company Ltd. (LIEC), a low carbon energy plant to be constructed and installed on the site, with the capability to connect to and be serviced by a DEU; and
    - ii) the owner enters into an asset transfer agreement with the City and/or the City's DEU service provider on terms and conditions satisfactory to the City to transfer ownership of the low carbon energy plant to the City or as directed by the City, including to the City's DEU service provider, at no cost to the City or City's DEU service provider, LIEC, on a date prior to building inspection permitting occupancy of the first building on the site;
  - c) The owner agrees that the building(s) will connect to a DEU when a DEU is in operation, unless otherwise directed by the City and the City's DEU service provider, LIEC.
  - d) If a DEU is available for connection and the City has directed the owner to connect, no building inspection permitting occupancy of a building will be granted unless, and until:
    - i) the building is connected to the DEU;
    - ii) the owner enters into a Service Provider Agreement for that building with the City and/or the City's DEU service provider, LIEC, executed prior to depositing any Strata Plan with LTO and on terms and conditions satisfactory to the City; and
    - iii) prior to subdivision (including Air Space parcel subdivision and Strata Plan filing), the owner grants or acquires, and registers, all Statutory Right-of-Way(s) and/or easements necessary for supplying the DEU services to the building.



- e) If a DEU is not available for connection, but a LCDEU service area bylaw which applies to the site has been adopted by Council prior to the issuance of the development permit for the subject site, no building inspection permitting occupancy of a building will be granted unless and until:
- the City receives a professional engineer's certificate stating that the building has the capability to connect to and be serviced by a DEU;
  - the building is connected to a low carbon energy plant supplied and installed by the owner, at the owner's sole cost, to provide heating, cooling and domestic hot water heating to the building(s), which energy plant will be designed, constructed and installed on the subject site to the satisfaction of the City and the City's service provider, LIEC;
  - the owner transfers ownership of the low carbon energy plant on the subject site, to the City or as directed by the City, including to the City's DEU service provider, LIEC, at no cost to the City or City's DEU service provider, on terms and conditions satisfactory to the City;
  - prior to depositing a Strata Plan, the owner enters into a Service Provider Agreement for the building with the City and/or the City's DEU service provider, LIEC, on terms and conditions satisfactory to the City; and
  - prior to subdivision (including Air Space parcel subdivision and Strata Plan filing), the owner grants or acquires, and registers, all additional Covenants, Statutory Right-of-Way(s) and/or easements necessary for supplying the services to the building and the operation of the low carbon energy plant by the City and/or the City's DEU service provider, LIEC.
- f) If a DEU is not available for connection, and a LCDEU service area bylaw which applies to the site has not been adopted by Council prior to the issuance of the development permit for the subject site, no building inspection permitting occupancy of a building will be granted until:
- the City receives a professional engineer's certificate stating that the building has the capability to connect to and be serviced by a DEU; and
  - the owner grants or acquires any additional Statutory Right-of-Way(s) and/or easements necessary for supplying DEU services to the building, registered prior to subdivision (including Air Space parcel subdivision and strata plan filing).
16. **(Affordable Housing)** The City's acceptance of the developer's offer to voluntarily contribute affordable housing, in the form of low-end market rental (LEMR) units, constructed to a turnkey level of finish at the sole cost of the developer, the terms of which voluntary contribution shall include, but will not be limited to, the registration of the City's standard Housing Agreement and Covenant on title to each lot to secure the affordable housing units. The terms of the Housing Agreements and Covenant shall indicate that they apply in perpetuity and provide for, but will not be limited to, the following requirements:
- provide 5% of the residential floor area to affordable housing dwelling units, in perpetuity;
  - provide for affordable housing units, of numbers, types, sizes and associated rent and income levels in accordance with the table below:

**AFFORDABLE HOUSING SUMMARY**

Unit Type	Affordable Housing Strategy Requirements			Project Targets (3)	
	Minimum Unit Sizes	Current LEMR Maximum Rents (1) (2)	Total Maximum Household Income (1) (2)	Unit Mix	# of Units (3)
Bachelor	37 m <sup>2</sup> (400 ft <sup>2</sup> )	\$811	\$34,650 or less	10%	2
1-Bedroom	50 m <sup>2</sup> (535 ft <sup>2</sup> )	\$975	\$38,250 or less	25%	5
2-Bedroom	69 m <sup>2</sup> (741 ft <sup>2</sup> )	\$1,218	\$46,800 or less	40%	8
3-Bedroom	91 m <sup>2</sup> (980 ft <sup>2</sup> ) Consistent with market units of the same type, being 85m <sup>2</sup> (924 ft <sup>2</sup> )	\$1,480	\$58,050 or less	25%	5
TOTAL		N/A	N/A	100%	20

1. Denotes 2017 amounts adopted by Council on July 24, 2017.

2. Subject to Council approval, total annual household incomes and maximum monthly rents may be increased annually by the Consumer Price Index.
3. 50% of affordable housing units shall meet Richmond Basic Universal Housing (BUH) standards or better.

- c) occupants of the affordable housing units shall enjoy full and unlimited access to and use of all on-site indoor and outdoor amenity spaces provided for the residential development as per OCP, City Centre Area Plan, and Development Permit requirements, at no additional charge to the affordable housing tenants (i.e. no monthly rents or other fees shall apply for the casual, shared, or exclusive use of any amenities); and
  - d) on-site parking, "Class 1" bike storage, and related electric vehicle (EV) charging stations shall be provided for the use of affordable housing occupants as per the OCP, Zoning Bylaw, and approved Development Permit at no additional charge to the affordable housing tenants (i.e. no monthly rents or other fees shall apply for the casual, shared, or exclusive use of the parking spaces, bike storage, EV charging stations, or related facilities by affordable housing tenants).
17. **(Child Care)** City acceptance of the owner's offer to voluntarily contribute to the development and operation of child care (approximately \$1,070,180 calculated using the proposed residential floor area excluding in-kind community amenity and affordable housing floor area  $[0.01 \times (27,147 \text{ m}^2 - 105 \text{ m}^2 - 1,357 \text{ m}^2) \times \$6,997/\text{m}^2]$  noting that the final amount will be subject to final floor area figures to be determined through the Development Permit process) (90% to Childcare Development Reserve Fund - Account # 7600-80-000-90157-0000 and 10% to Childcare Operating Contributions Account # 7600-80-000-90159-0000).
18. **(Community Facility)** The City's acceptance of the owner's offer to voluntarily contribute a community amenity space which may be used by the City as a community facility or any other permitted use the City, in its sole discretion, deems appropriate. The broad terms of the contribution shall include, subject to the determination, and timing of the determination, of a facility tenant or tenants by the City:
- a) design and construction of a complete facility (facility proper, ancillary facilities and outdoor space), including the base building and tenant improvements, all to a turnkey level of finish, on the subject site, by the developer, at the developers cost; and
  - b) transfer of the complete facility (facility proper, ancillary facilities and outdoor space), including the base building and tenant improvements, all at a turnkey level of finish, as an air space parcel, to the City, at no cost to the City,
- and, the specific terms shall include:
- c) voluntary contribution of no less than 557 m<sup>2</sup> (6,000 ft<sup>2</sup>) of floor area (e.g. area that is considered to be floor area for the purposes of calculating density under the Richmond Zoning Bylaw) for the facility proper, based on the following density bonusing contribution calculation:
    - i) approximately 105 m<sup>2</sup> (1,125 ft<sup>2</sup>) of floor area, calculated as forty one percent of one percent of the residential floor area, excluding affordable housing floor area (e.g.  $0.41 \times 0.01 \times (27,147 \text{ m}^2 - 1,357 \text{ m}^2)$ ); and
    - ii) approximately 452 m<sup>2</sup> (4,870 ft<sup>2</sup>) of floor area, calculated as one hundred percent of five percent of the Village Centre Bonus floor area (e.g.  $0.05 \times 1.0 \times 9,049 \text{ m}^2$ ), to be used for development of the facility proper including program spaces, private access and internal circulation, structure, walls (internal and external), building systems and building services, where these elements are typically included in floor area calculations for the purposes of calculating density under the Richmond Zoning Bylaw and are used exclusively for the community facility;
  - d) voluntary contribution of additional indoor area from the development, as required for purposes ancillary to the facility use, including, but not limited to, bicycle storage, parking and loading, waste management, access, circulation and exiting, structure, walls (internal and external), building systems and building services, where such area is typically excluded from floor area calculations for the purposes of calculating density under the Richmond Zoning Bylaw or is not used exclusively by the facility;
  - e) voluntary contribution of outdoor area along the frontages of the facility, for the exclusive use of the facility, the final size and exact dimensions of which are to be determined through the development

- permit process, including both open and covered areas, neither of which will be considered to be floor area for the purposes of calculating density under the Richmond Zoning Bylaw;
- f) location of the facility proper and the outdoor space on Level 1 of the development, generally as shown in the location plan (Schedule 2), along with provision for private access from one or both frontages as well as to and from ancillary facilities such as parking and loading, waste management rooms, service rooms, storage rooms and similar areas (multiple levels);
  - g) design and construction of the complete facility, substantially in accordance with the summary requirements listed below and including:
    - i) the facility proper to provide for:
      - i. approximately 557 m<sup>2</sup> (6,000 ft<sup>2</sup>) of programmed facility space, the details of which will be determined once a tenant or tenants have been determined by the City. However should, as of the commencement of construction of Level 1 of the development,
        - a. the tenant(s) of the facility not be determined by the City, the owner shall provide the facility as base building space compatible with future improvements of a commercial and/or office nature; or
        - b. the tenant(s) of the facility, as determined by the City, not require the whole of the floor area of the facility, the owner shall provide the required floor area, as determined by the City, as programmed facility space, generally of a commercial and/or office nature, and the remainder floor area as base building space compatible with future improvements;
    - ii) the ancillary facilities to provide for:
      - i. bicycle storage and vehicle parking applicable to the needs of the facility tenant(s) for the sole use of the facility's clients, visitors, guests and staff, available 365/7/24, located within the parkade except where noted otherwise, generally in an area having direct or close access to the facility's private access system, including clearly signed access from the street, where applicable.
      - ii. access to and use of the shared loading facilities provided on Level 1;
      - iii. access to and use of the shared waste management facilities on Level 1; and
      - iv. access to and use of services rooms and similar facilities, exclusive or shared, as required to meet functional, technical and operational requirements of the facility,  
Should, as of date of development permit issuance for the development, the tenant(s) of the facility not be determined by the City, the tenant use of the facility will be assumed to be commercial and/or office for the purpose the above requirements;
    - iii) the outdoor program space to provide for:
      - i. outdoor uses typically ancillary to the facility uses;  
or, as determined through the Development Permit process;
    - iv) design and construction of the facility (including tenant improvements, if applicable) to achieve LEED v4 ID + C Commercial Interiors Gold Certification, with a focus on providing for robust monitoring and remote control capabilities of the systems and scheduling that are its responsibility and integration of these controls into the building automation system through open language BACnet interfaces and, further, reference to the principles outlined in the "City of Richmond Building Equipment, Monitoring, and Integration Requirements" administrative procedure;
    - v) design and construction of the facility to provide for separate addressing for the tenant or tenants;
    - vi) design and construction of the utility systems to provide for, amongst other things:
      - i. connection to the on-site, low-carbon, central energy plant for the purposes of heating and cooling, along with provision for sub-facilities and sub-metering, to the satisfaction of the City;

- ii. connection to other building utility systems (e.g. electricity), along with provision for sub-facilities and sub-metering, to the satisfaction of the City; and
    - iii. conduit rough in for installation and connection of the City's fibre optic communications system, by the City or its contractor, noting the required conduit size is 2 inches and the outside end point is to be a City Traffic Junction Box located on Lansdowne Road;
  - h) project development and procurement of approvals subject to the following benchmarks/timelines:
    - i) prior to issuance of a Development Permit for the development, in whole or in part:
      - i. the facility design (facility proper, ancillary facilities and outdoor space) must be resolved to a level typical of the design development stage of a development project, to the satisfaction of the City;
      - ii. the resulting design must be incorporated into the Development Permit application submission; and
      - iii. a preliminary construction cost estimate for facility proper, ancillary facilities and outdoor space, verified by an independent quantity surveyor that is acceptable to the City, must be provided;
    - ii) prior to issuance of a Building Permit for the development, in whole or in part:
      - i. the facility design (facility proper, ancillary facilities and outdoor space) must be resolved to a level typical of the building permit and issued for construction stages of a development project, to the satisfaction of the City (including tenant improvement if one or more facility tenant(s) have been determined by the City);
      - ii. the resulting design must be incorporated into the building permit application submission; and
      - iii. a final construction cost estimate for facility proper, ancillary facilities and outdoor space, verified by a quantity surveyor, must be provided;
    - iii) prior to commencement of construction of Level 1 of the development:
      - i. the tenant improvement design and specifications not previously determined at Building Permit stage, to the satisfaction of the City (if one or more facility tenant(s) have been determined by the City); and
      - ii. updated construction and tenant improvement cost estimate for facility proper, ancillary facilities and outdoor space, verified by a quantity surveyor, must be provided
    - iv) prior to occupancy of the development, in whole or in part:
      - i. the constructed facility (facility proper, ancillary facilities and outdoor space) must be granted building inspection permitting occupancy;
      - ii. commissioning of the facility (facility proper and outdoor space) must be completed to the satisfaction of the City;
      - iii. occupancy and post-occupancy information for the facility (facility proper and outdoor space) must be provided, to the satisfaction of the City;
      - iv. as-built drawings and Operation & Maintenance (O&M) manuals in soft and hard copy form of the facility (facility proper and outdoor space) must be provided to the satisfaction of the City; and
      - v. a final construction cost for facility proper, ancillary facilities and outdoor space, verified by an independent quantity surveyor that is acceptable to the City, must be provided, unless the constructed facility is otherwise deemed acceptable by the Director, Development; the Director, Engineering; the Manager of Community Social Development; and, the Senior Manager of Real Estate Services, at their sole discretion.
- Note: If one or more facility tenant(s) have been determined by the City prior to the commencement of construction of Level 1 of the Development, the constructed facility shall include the tenant improvements for that portion of the facility required by such tenant(s), to the satisfaction of the City.*
- i) registration of a legal agreement(s), which may include, but may not be limited to, the following:

Initial: DS

- i) a "no build" covenant registered on title restricting Building Permit issuance for the whole development, to be in effect until such time as a "construction agreement" for the facility (including base building and tenant improvements, as required by the City) is registered on title with respect to the amenity;  
*Note: This requirement may be waived if a "Construction Agreement" is signed before rezoning adoption.*
- ii) a "construction agreement" setting out requirements with respect to the design, construction, supply, installation, approval, and warranty of the facility (including base building and tenant improvements, as required by the City) and related works to the satisfaction of the City, which agreement may include provisions for a statutory right(s)-of-way and/or rent charge and include the terms set out in these rezoning considerations as well as standard City facilities policies;  
*Note: If one or more facility tenant(s) have been determined by the City prior to the commencement of construction of Level 1 of the Development, the constructed facility shall include the tenant improvements for that portion of the facility required by such tenant(s), to the satisfaction of the City.*
- iii) an Air Space Parcel (ASP) subdivision agreement to facilitate the future creation of an ASP containing the facility (including base building and constructed tenant improvements), including the facility proper, ancillary facilities and outdoor spaces, to the extent deemed desirable or practical by the City, together with any easement(s) and/or statutory right(s)-of-way registered on title to secure any remaining facilities located elsewhere in the development and intended for the use of the facility tenants, along with terms for cost sharing between the ASP owner (the City) and the owner(s) of the remaining facilities, all in a form and content satisfactory to the City;
- iv) a purchase and sale agreement to facilitate the transfer of the facility (including base building and constructed tenant improvements) ASP to the City, which transfer shall not occur until the City has, at its sole discretion, accepted the facility works, which acceptance shall not relieve the developer of any outstanding obligations and which shall include an option to purchase for a consideration;
- v) a "no occupancy" covenant for the development, in whole or in part, registered on title, to be in effect until such time as the facility (including base building and the City's required tenant improvements) has been completed or otherwise deemed acceptable, at the sole discretion of the City, by the Director, Development; the Director, Engineering; the Manager of Community Social Development; and, the Senior Manager of Real Estate Services, in their sole discretion, and has been transferred to the City free and clear of any encumbrances; and
- vi) a blanket Statutory Right-of-Way, or alternative legal agreement(s), to the satisfaction of the City, securing public access to and egress from the facility (facility proper, ancillary facilities and outdoor space) and any part of the parking facility allocated for the facility use, across and through the drive aisles and pedestrian pathways forming part of the development and securing City access to the development for the maintenance of the utilities and mechanical systems servicing the facility (including maintenance of the City's fibre optic system), which agreement may be replaced prior to occupancy, to the satisfaction of the City, with a replacement agreement and a surveyed Statutory Right-of-Way(s) plan.
- j) submission of cash or other forms of financial security as follows:
  - i) a cash-in-lieu contribution of \$10,000 to fund the complete installation of the fibre optic service by city contractors within the conduit supplied by the developer (e.g. all costs for Civil work upgrades, connection of developer conduit to city systems, fibre cable/splice enclosure and all installation work) (Account # 1315-40-000-00000-0000-CB00026);
  - ii) a project management fee of \$194,866 [equal to 5% of the preliminary construction cost estimate, using the City's "equivalent to construction value" rate of \$6,997/ sq. m. applied to

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the density bonus floor area portions of the facility only (e.g.  $557 \text{ m}^2$ )] to provide for the participation of the City or its representatives in the schematic design, design development, building permit, issued for construction, contract administration and related stages of project development (Account # 1315-40-000-00000-0000-CB00026);

- iii) a Letter of Credit (LOC), in the amount of 100% of the construction cost estimate for the base building component of the facility [e.g.  $\$1,781,935$  ( $0.45 \times 557 \text{ m}^2 \times \$7,104/\text{m}^2$ ) (2019 value)] (facility proper, ancillary facilities and outdoor space), as verified by a quantity surveyor, to secure the developer's commitment to design, construct, and transfer the facility to the City, with provision for the return of the subject monies as follows:
  - i. reduction by 50% after the facility has received final building inspection permitting occupancy and has been transferred to the City;
  - ii. reduction by a further 30% a minimum of one year after the facility has received final building inspection permitting occupancy and has been transferred to the City; and
  - iii. release of remaining funds after a minimum of two years after the facility has received final building inspection permitting occupancy and has been transferred to the City, all subject to the following:
    - a. no reduction or release until any required Provincial licensing has been achieved;
    - b. retention of the LOC, or portions thereof, at the sole discretion of the City, to rectify deficiencies;
    - c. retention of the LOC, or portions thereof, at the sole discretion of the City, to ensure the air space parcel (ASP) is free and clear of builder's liens or other encumbrances; and
    - d. retention of the LOC, or portions thereof, at the sole discretion of the City, to complete the facility, should the developer fail in its contractual obligations.
- iv) a Letter of Credit (LOC), in the amount of 100% of construction cost estimate for the tenant improvement component of the facility [e.g.  $\$2,395,713$  ( $0.55 \times 557 \text{ m}^2 \times \$7,104/\text{m}^2$ ) (2019 value)] (facility proper, ancillary facilities and outdoor space) (assuming 100% of the facility will be required to be completed with tenant improvement, whether or not the future tenant(s) are determined by the City), as verified by a quantity surveyor, to secure the developer's commitment to design, construct, and transfer the facility to the City, with provision for the return of the subject monies as follows:
  - i. reduction by 50% after the facility has received final building inspection permitting occupancy and has been transferred to the City;
  - ii. reduction by a further 30% a minimum of one year after the facility has received final building inspection permitting occupancy and has been transferred to the City; and
  - iii. release of remaining funds after a minimum of two years after the facility has received final building inspection permitting occupancy and has been transferred to the City, all subject to the following:
    - iv. retention of the LOC, or portions thereof, at the sole discretion of the City in relation to any portion of the facility constructed solely to base building standards, to be reduced upon completion of tenant improvements for such portion(s) of the facility;
      - a. no reduction or release until any required Provincial licensing has been achieved;
      - b. retention of the LOC, or portions thereof, at the sole discretion of the City, to rectify deficiencies;
      - c. retention of the LOC, or portions thereof, at the sole discretion of the City, to ensure the air space parcel (ASP) is free and clear of builder's liens or other encumbrances; and
      - d. retention of the LOC, or portions thereof, at the sole discretion of the City, to complete the facility, should the developer fail in its contractual obligations.

19. (Community Planning) The City's acceptance of the owner's offer to voluntarily contribute at least



\$103,187 (calculated using the proposed floor area minus the on-site community amenity and affordable housing floor area e.g.  $(36,196 \text{ m}^2 - 577 \text{ m}^2 - 1,357 \text{ m}^2) \times \$3.01/\text{m}^2$ ) towards City Centre community planning (CC-Community Planning and Engineering Account # 3132-10-520-00000-0000).

20. **(Public Art)** The City's acceptance of the owner's offer to voluntarily contribute at least \$276,622 (100% non-residential floor area and 100% residential floor area, excluding on-site community amenity and affordable housing floor area, (e.g.  $9,049 \text{ m}^2 - 452 \text{ m}^2 \times \$4.84/\text{m}^2 + (27,147 \text{ m}^2 - 105 \text{ m}^2 - 1,357 \text{ m}^2) \times \$9.15/\text{m}^2$ ) towards public art (15% to Public Art Provision Account # 7500-10-000-90337-0000 and 85% to Account # 7600-80-000-90173-0000).
21. **(Trees – City Property)** City acceptance of an offer to voluntarily contribute \$11,700 (nine trees calculated as \$1300 per tree) to the City's Tree Compensation Fund (Account # 2336-10-000-00000-0000) for the planting of replacement trees within the City.
22. **(Servicing Agreement)** Submission and processing of a Servicing Agreement application, completed to a level deemed acceptable by the Director of Engineering, for the design and construction of works associated with the proposed rezoning, subject to the following conditions:

**(Engineering)**

**Water Works:**

- a) Using the OCP Model with the water main upgrades proposed below, there will be 536.0 L/s of water available at a 20 psi residual at the No 3 Road frontage, 285.0 L/s of water available at a 20 psi residual at the New N-S Road frontage, and 312.0 L/s of water available at a 20 psi residual at the Lansdowne Road frontage. Based on your proposed development, your site requires a minimum fire flow of 220 L/s.
- b) The Owner/Developer is required to:
  - i) Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.
  - ii) Review hydrant spacing on all road frontages and install new fire hydrants as required to meet City spacing requirements for commercial land use.
  - iii) Provide a right-of-way for the proposed water meter. Exact right-of-way dimensions to be finalized during the servicing agreement process.
  - iv) Obtain approval from Richmond Fire Rescue for all fire hydrant locations, relocations, and removals.
  - v) Install approximately 160 m of new 300 mm diameter water main within the new N-S road from the existing 200 mm water main on Lansdowne Road to the north property line of 5551 No 3 Road, complete with fire hydrants per City spacing requirements.
- c) At Owner/Developer's cost, the City is to:
  - i) Install one new water service connection for each proposed parcel, complete with meter and meter box. Meters to be located onsite in a right of way.
  - ii) Cut and cap all existing water service connections to the development site, and remove meters.
  - iii) Complete all tie-ins for the proposed works to existing City infrastructure.

**Storm Sewer Works:**

- d) The Owner/Developer is required to:
  - i) Install approximately 120 m of new storm sewer within the new N-S road from the north property line of 5591 No 3 Road to the box culvert on Lansdowne Road. Prior to servicing agreement approval, the actual invert of the existing forcemain must be confirmed in the field to prevent future conflicts. The existing hole in the box culvert for the 300 mm capped stub shall be widened and reused for the proposed storm sewer if possible.
  - ii) Perform a storm capacity analysis based on the 2041 OCP condition to size the proposed storm sewer within the new N-S road. Minimum diameter shall be 600 mm. The capacity

analysis shall be included within the servicing agreement drawings for the City's review/approval.

- iii) Upgrade approximately 160 m of existing 375 mm storm sewer within the No 3 Road frontage to 900 mm, from the north property line of the development site to the box culvert on Lansdowne Road. The alignment for the new storm sewer shall be chosen to minimize impact to the traffic on No 3 Road.
- iv) Remove, or fill and abandon where appropriate, the existing 375 mm storm sewer being upgraded on No 3 Road.
- v) Install one new storm service connection, complete with inspection chamber, to serve each proposed parcel. The inspection chamber may be located onsite in a right of way if required by the frontage improvements (to be determined at the Servicing Agreement stage). The service connections shall connect to the proposed 750 mm storm sewer along No 3 Road.
- vi) Provide, at no cost to the City, a 1.5 x 1.5 m right-of-way for each proposed storm inspection chamber, if required.
- vii) Provide a sediment and erosion control plan within the servicing agreement design.
- e) At Owner/Developer's cost, the City is to:
  - i) Reconnect all existing catch basins and lawn basins to the proposed storm sewer.
  - ii) Cut and cap all existing storm service connections to the development site and remove inspection chambers.
  - iii) Complete all tie-ins for the proposed works to existing City infrastructure.

***Sanitary Sewer Works:***

- f) The Owner/Developer is required to:
  - i) Upgrade approximately 260 m of existing sanitary sewers within the proposed N-S road and along Lansdowne Road from the proposed N-S road to manhole SMH55359 at Minoru Boulevard. Reconnect all existing connections to the new main. The proposed sanitary sewer shall be 300 mm along the new N-S Road and 375 mm along Lansdowne Road. Minimum pipe grade shall be 0.4%.
  - ii) Install one new sanitary service connection for each proposed parcel, complete with inspection chamber. The inspection chambers may be located onsite in a right-of-way if required by the frontage improvements (to be determined at the Servicing Agreement stage).
  - iii) Provide, at no cost to the City, a 1.5 x 1.5 m right-of-way for each proposed sanitary inspection chamber, if required.
  - iv) After the existing service connection SLAT4916 and inspection chamber SIC1506 are removed, discharge the existing statutory right-of-way along the northwest corner of 5671 No 3 Road (plan number 34077). It is the developer's responsibility to coordinate with BC Hydro, TELUS, Shaw, Fortis BC, and other private utility companies to confirm that there are no existing private utilities within the right of way prior to right of way discharge. Additional rights of ways may be required by those companies if private utilities exist within the City right of way.
- g) At Owner/Developer's cost, the City is to:
  - i) Cut, cap, and remove all existing sanitary connections and inspection chambers to the development site.
  - ii) Complete all tie-ins for the proposed works to existing City infrastructure.

***Frontage Works:***

- h) The Owner/Developer is required to:
  - i) Coordinate with BC Hydro, TELUS and other private communication service providers:
    - i) To pre-duct for future hydro, telephone and cable utilities along all road frontages.
    - ii) Before relocating/modifying any of the existing power poles and/or guy wires within the property frontages.

- iii) To underground the overhead poles and lines along the proposed N-S road frontage. Any aboveground utility cabinets and kiosks required to underground the overhead lines and poles shall be located within the development site as described below.
- iv) Locate/relocate all above ground utility cabinets and kiosks required to service the proposed development, and all above ground utility cabinets and kiosks located along the development's frontages, within the developments site (see list below for examples). A functional plan showing conceptual locations for such infrastructure shall be included in the development design review process. Please coordinate with the respective private utility companies and the project's lighting and traffic signal consultants to confirm the requirements (e.g., statutory right-of-way dimensions) and the locations for the aboveground structures. If a private utility company does not require an aboveground structure, that company shall confirm this via a letter to be submitted to the City. The following are examples of statutory right-of-ways that shall be shown on the architectural plans/functional plan, the servicing agreement drawings, and registered prior to SA design approval:
  - BC Hydro PMT – 4.0 x 5.0 m
  - BC Hydro LPT – 3.5 x 3.5 m
  - Street light kiosk – 1.5 x 1.5 m
  - Traffic signal kiosk – 2.0 x 1.5 m
  - Traffic signal UPS – 1.0 x 1.0 m
  - Shaw cable kiosk – 1.0 x 1.0 m
  - TELUS FDH cabinet – 1.1 x 1.0 m.
- ii) Provide street lighting along all road frontages according to the following:
  - i) City Streets
    - Lansdowne Road (North side of street)
      - Pole colour: Grey
      - Roadway lighting @ back of curb: Type 7 (LED) INCLUDING 1 street luminaire, banner arms, and 1 duplex receptacle, but EXCLUDING any pedestrian luminaires, flower basket holders, or irrigation.
      - Pedestrian lighting @ buffer strip between sidewalk and off-street bike path: Type 8 (LED) INCLUDING 2 pedestrian luminaires and 1 duplex receptacle, but EXCLUDING any banner arms, flower basket holders, or irrigation. (NOTE: "Pedestrian luminaires" are intended to light the sidewalk and off-street bike path. Luminaire arms must be set perpendicular to the direction of travel.)
    - New North-South Street @ west side of site (East side of street)
      - Pole colour: Grey
      - Roadway lighting @ back of curb: Type 7 (LED) INCLUDING 1 street luminaire, banner arms, and 1 duplex receptacle, but EXCLUDING any pedestrian luminaires, flower basket holders, or irrigation.
    - No 3 Road (West side of street):
      - Pole colour: Grey
      - Roadway lighting: N/A (No change to existing lighting in centre median)
      - Pedestrian lighting @ back of curb: Type 8 (LED) INCLUDING 1 pedestrian luminaire, 1 duplex receptacle, and flower basket holders, but EXCLUDING any banner arms or irrigation.
  - ii) Off-Street Publicly-Accessible Walkways & Opens Spaces
    - Lansdowne Road (North side of the park) (City owned & City maintained)
      - Pole colour: Grey
      - Pedestrian lighting within the park: Type 8 (LED) INCLUDING 1 pedestrian

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luminaire and 1 duplex receptacle, but EXCLUDING any banner arms, flower basket holders, or irrigation.

- Off-Street Publicly-Accessible Walkways & Opens Spaces

Lansdowne Road (North side of the park) (City owned & City maintained)

- Pole colour: Grey
- Pedestrian lighting within the park: Type 8 (LED) INCLUDING 1 pedestrian luminaire and 1 duplex receptacle, but EXCLUDING any banner arms, flower basket holders, or irrigation.

**General Items:**

- i) The Owner/Developer is required to:
  - i) Provide, prior to start of site preparation works or within the first servicing agreement submission, whichever comes first, a pre-load plan and geotechnical assessment of pre-load, dewatering, and soil preparation impacts on the existing utilities fronting the development site and provide mitigation recommendations.
  - ii) Provide a video inspection of the existing storm box culvert along the Lansdowne Road frontage and the existing sanitary sewer along the north-south lane prior to start of site preparation works or within the first servicing agreement submission, whichever comes first. A follow-up video inspection after site preparation works are complete (i.e. pre-load removal, completion of dewatering, etc.) to assess the condition of the existing utilities is required. Any utilities damaged by the pre-load, de-watering, or other ground preparation shall be replaced at the Developer's cost.
  - iii) Monitor the settlement at the adjacent utilities and structures during pre-loading, dewatering, and soil preparation works per a geotechnical engineer's recommendations, and report the settlement amounts to the City for approval.
  - iv) Enter into, if required, 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, 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.

**(Transportation)**

**Road and Frontage Works:**

- j) As a minimum, the applicant will be responsible for the design and construction of the following frontage works. Note that below are the minimum frontage work requirements and additional frontage works may be sought pending staff's review of the TIS.
  - i) Along the No 3 Road frontage, road widening to provide the following (from east to west):
    - maintain all existing southbound traffic lanes
    - 0.15m wide curb and gutter
    - 0.3m wide buffer strip
    - 1.8m wide paved (raised) bike lane
    - 0.15m wide barrier curb
    - 1.5m wide boulevard
    - 2.0m wide sidewalk
  - ii) Along the entire Lansdowne Road frontage, road widening to provide the following (from south to north):
    - maintain all existing westbound traffic lanes
    - 0.15m wide curb and gutter
    - 1.5m wide boulevard

- 3.0m wide paved multi-use pathway
- 1.0m wide buffer strip

Note that sidewalk will be located outside the road allowance and be within the park.

iii) Along the entire west frontage, full road construction to accommodate the following (from the new property line to west):

- 2.0m wide sidewalk
- 1.5m wide boulevard
- 0.15m wide curb and gutter
- 8.5m wide asphalt pavement for on-street parking (along the east side) and two-directional traffic lanes
- 1.5m wide paved tie-in separated from the asphalt pavement with an interim barrier curb and gutter

iv) Intersection control/treatment:

- Installation of a special crosswalk with downward lighting and associated equipment on Lansdowne Road at the new north/south street near the western limit of the development site
- Upgrade the existing traffic signal at the No. 3 Road / Lansdowne Road intersection to accommodate the road widening noted above to include, but not limited to: upgrade and/or replace signal pole, controller, base and hardware, pole base, detection, conduits (electrical & communications), signal indications, communications cable, electrical wiring, service conductors, APS (Accessible Pedestrian Signals) and illuminated street name sign(s) as necessary.

k) Provision of a Letter of Credit to secure the completion of the Engineering and Transportation works in an amount determined by the Director of Engineering and Director of Transportation.

l) Registration of the Servicing Agreement on title.

23. **(Servicing Agreement - Park)** Submission and processing of a Servicing Agreement application, completed to a level deemed acceptable by the Director, Parks, for the design and construction of works associated with the proposed rezoning, subject to the following conditions:

a) Design and construction of the park improvements may include, but not be limited to, the following features:

i. General Program Features

- Sun-oriented features and related uses, including outdoor seating for people-watching and performances.
- Predominantly hardscape surface treatment for active, informal uses and for staging of events.

ii. Public Art Features (in conjunction with the Public Art Program, at the discretion of the City)

- Support the vision of Lansdowne Road as the downtown "Street Gallery" by integrating art works into the designs of hard and soft landscape areas, play features, and site furnishings.
- Installation of a site specific, large scale, signature work near No. 3 Road enhancing the "gateway" to the West Village Blocks.

iii. Street Furnishing Features

- Program/event infrastructure (power, water, data, audio/visual capability) integrated with street furniture, lighting, or hard landscape elements (walls, permanent kiosks).
- Overhead support system (e.g., post and cable system) to support temporary weather protection, art installations, special lighting or banner installations.
- Distinctive paving materials and patterns to unify the public realm and the street, provide wayfinding.

- Fixed and movable seating and table elements that create social nodes and can be reconfigured to support performance events.
  - Plaza and pedestrian level lighting that incorporates capacity for variable animation.
  - Use of distinctive materials and bright colour palette for key street furnishings and infrastructure.
  - A unifying suite of site furnishings consistent along the length of the corridor.
- iv. Ecological Features
- Street trees that reinforce the continuity of the corridor-wide street tree canopy while framing distinct spaces.
  - Onsite stormwater capture by strategically directing it to catchment areas – e.g. continuous tree pits, permeable pavers, water features, etc.
  - Visual interpretation and celebration of rainwater by means of ephemeral stormwater features,
- b) Provision of a Letter of Credit to secure the completion of the Park works in an amount determined by the Director, Parks, to the satisfaction of the City.
- c) Registration of the Servicing Agreement on title.
24. **(Development Permit)** Submission and processing of a Development Permit application, completed to a level deemed acceptable by the Director of Development, incorporating:
- a) design development of the rezoning concept, as necessary, to address:
- i) form and character objectives noted in the associated Report to Planning Committee;
  - ii) Council directions arising out of Public Hearing;
  - iii) pertinent comments of the Advisory Design Panel;
  - iv) form and character objectives described in the OCP and CCAP Development Permit Guidelines;
  - v) technical resolution of building services, private utilities, public utilities, fire access, parking and loading and waste management including provision of final utility, fire access, loading, waste management and signage and wayfinding plans; and
  - vi) design and technical resolution of the landscape plans including:
    - i. the protection, installation and/or maintenance (including automatic irrigation) of retained and/or new landscape; and
    - ii. the protection, installation and/or maintenance (including automatic irrigation) of retained and/or new trees;
  - vii) provision of twenty-six (26) replacement trees on site;
- b) a landscape concept plan for the Lansdowne Linear Park, prepared by a Registered Landscape Architect, to the satisfaction of the Director, Parks;
- c) a landscape plan for the development site, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development,
- d) the owner's commitment to design and construct the development in accordance with rezoning policy, the rezoning considerations and the draft site-specific zoning bylaw, by incorporating information into the Development Permit plans (inclusive of architectural, landscape and other plans, sections, elevations, details, specifications, checklists and supporting consultant work) prepared, stamped and sealed by qualified professionals including, but not limited to:
- i) statutory rights of way, easements, encroachments, no build areas, agreements and other legal restrictions;
  - ii) flood construction level(s);
  - iii) use, density, height, siting, building form, landscaping, parking and loading and other zoning requirements;
  - iv) stamped and sealed floor area calculation overlays;
  - v) site access locations;



- vi) horizontal and vertical clearance dimensions for all vehicular circulation, including heights of doors, gateways and other passages;
- vii) the required shared non-residential parking and residential visitor parking spaces;
- viii) the required shared loading spaces;
- ix) the required EV-charging vehicle parking spaces;
- x) the required car-share parking spaces;
- xi) the required end-of-trip facilities, including their location, number, size, type and use;
- xii) the required bicycle maintenance facilities;
- xiii) identification and wayfinding marking and /or signage for all bicycle, vehicle and truck spaces and associated facilities, with particular attention to facility staff and visitor needs;
- xiv) the location of all above ground utility equipment required to be on site including that needed for street lighting and traffic signals as well as that need for third parties;
- xv) the location of areas reserved for DEU equipment and/or connection facilities and a notation regarding the need for DEU pre-ducting, as applicable in the case of the final DEU strategy;
- xvi) the required affordable housing units, including their size and location;
- xvii) the required aging in place, basic universal, accessible, adaptable and/or convertible dwelling units, as noted below, including notation of their associated design features:

Type	Affordable	Market	Intent	Standard
Aging in Place	0	0	- support mobility and usability	Per OCP
Adaptable + Basic Universal Housing (1)	10	0	- renovation potential for wheelchair plus added floor area for manoeuvring	Per BCBC and RZB
Barrier Free (2)	0	0	- move in with wheelchair	Per BCDH
Total Units	10	0		

\* Includes Aging-in-Place

\*\* Includes Aging-in-Place, Adaptable and Basic Universal Housing

- xxviii) the required community amenity facility including base building and predetermined tenant improvements plans for indoor and outdoor facilities;
- xix) an accessibility checklist and identification of specific recommended measures to be incorporated into the Building Permit plans, where relevant;
- xx) a CPTED checklist and identification of specific recommended measures to be incorporated into the Building Permit plans, where relevant;
- xxi) a LEED checklist for the overall development prepared by a LEED AP to achieve LEED v4 NC Silver equivalency and identification of specific measures to be incorporated into the Building Permit plans to be incorporated into the Building Permit plans, where relevant;
- xxii) a LEED checklist for the facility prepared by a LEED AP to achieve LEED v4 ID+C Gold Certification and identification of specific measures to be incorporated into the Building Permit plans to be incorporated into the Building Permit plans, where relevant;
- xxiii) an Acoustic and Mechanical Report with recommendations prepared by a registered professional regarding measures to be incorporated into the Building Permit drawings to achieve the exterior and interior noise levels and other noise mitigation standards articulated in the various noise covenants;
- xxiv) an Arborist Contract entered into between the applicant and a Certified Arborist for supervision of any 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.
- xxv) the required common indoor, common outdoor and private outdoor amenity areas including their location, size and use;
- xxvi) the location, plans, detailing and specifications of the vertical clearance for the loading area, including the access/egress movement to/from Cook Road and Buswell St. to confirm truck

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- loading movements are satisfied;
- xxvii) the location, plans, detailing and specifications for landscaping, including but not limited to required replacement trees and irrigation for private and common open space; and
- xxviii) the location and dimensions of on- and off-site any tree protection fencing illustrated on the Tree Retention/Management Plan provided with the application.
- e) Submission of a letter of credit for development site landscaping, including required replacement trees, based on 100% of the cost estimate provided by the Landscape Architect, including installation costs, plus a 10% contingency cost.

**Building Permit Notes:**

1. Prior to Building Permit issuance the approved Development Permit and associated conditions, as well as any additional items referenced in "Schedule B: Assurance of Professional Design and Commitment for Field Review", shall be incorporated into the Building Permit plans (drawings and documents) prior to Building Permit issuance.
2. Prior to Building Permit issuance, the applicant is to submit a detailed Construction Parking and Traffic Management Plan to the Transportation Division for approval. The Management Plan shall identify (for each development phase): construction vehicle access, emergency vehicle access, parking facilities for construction workers, staging areas for construction vehicles, areas for deliveries and loading, and application for any lane closures. The Plan will require the use of proper construction traffic control procedures and certified personnel as per Traffic Control Manual for works on roadways (Ministry of Transportation and Infrastructure) and MMCD Traffic Regulation Section 01570.
3. Prior to Building Permit issuance the developer must obtain a Building Permit for 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 Department at 604-276-4285.
4. Prior to Building Permit issuance the developer must obtain and provide to the City TransLink concurrence, in writing, regarding adequate completion or otherwise successful resolution of the AID process.

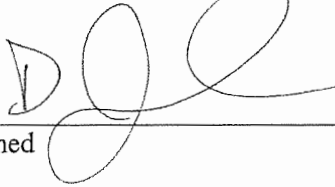
**General Notes:**

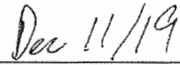
1. Some of the foregoing items may require a separate application.
2. Where the Director of Development deems it appropriate, legal agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.
3. All agreements to 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.
4. The legal 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.
5. Enter into, if required, 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, including, but not limited to, site investigation, testing, monitoring, site preparation, dewatering, 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.
6. 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

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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 be retained.

  
Signed \_\_\_\_\_

  
Date \_\_\_\_\_

Schedule A

To Housing Agreement (5591, 5631, 5651 and 5671 No. 3 Road) Bylaw No. 10057

HOUSING AGREEMENT BETWEEN LUX RICHMOND DEVELOPMENT LIMITED  
PARTNERSHIP AND LUXE RICHMOND NOMINEE LTD. AND THE CITY OF  
RICHMOND

**HOUSING AGREEMENT – AFFORDABLE HOUSING**  
**(Section 483 *Local Government Act*)**

**THIS AGREEMENT** is dated for reference \_\_\_\_\_, 2019,

**AMONG:**

**LUXE RICHMOND DEVELOPMENT LIMITED**

**PARTNERSHIP**, a limited partnership duly formed under the laws of the Province of British Columbia and having its registered office at 1800 – 510 West Georgia Street, Vancouver, B.C. V6B 0M3, by its general partner **LUXE RICHMOND DEVELOPMENT GP LTD.**, a corporation duly incorporated under the laws of the Province of British Columbia and having its registered office at 1800 – 510 West Georgia Street, Vancouver, B.C. V6B 0M3

(the “**Beneficiary**”)

**AND:**

**LUXE RICHMOND NOMINEE LTD.**, a company duly incorporated under the laws of the Province of British Columbia and having its registered office at 1800 – 510 West Georgia Street, Vancouver, B.C. V6B 0M3

(the “**Nominee**”)

(the Beneficiary and the Nominee are, together, the “**Owner**” as more fully defined in section 1.1 of this Agreement)

**AND:**

**CITY OF RICHMOND**, a municipal corporation pursuant to the *Local Government Act* and having its offices at 6911 No. 3 Road, Richmond, British Columbia, V6Y 2C1

(the “**City**” as more fully defined in section 1.1 of this Agreement)

**WHEREAS:**

- A. Section 483 of the *Local Government Act* permits the City to enter into and, by legal notation on title, note on title to lands, housing agreements which may include, without limitation, conditions in respect to the form of tenure of housing units, availability of

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*Housing Agreement (Section 483 Local Government Act)*  
*Address: 5591, 5631, 5651 and 5671 No. 3 Road*  
*Application No. RZ 17-779262 Bylaw 9860*  
*Rezoning Consideration No. 16*

housing units to classes of persons, administration of housing units and rent which may be charged for housing units;

- B. The Beneficiary is the only beneficial owner of the Lands and the Nominee is the registered owner of the Lands; and
- C. The Owner and the City wish to enter into this Agreement to provide for affordable housing on the terms and conditions set out in this Agreement,

In consideration of \$10.00 and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by both parties), and in consideration of the promises exchanged below, the Owner and the City covenant and agree as follows:

## ARTICLE 1 DEFINITIONS AND INTERPRETATION

1.1 In this Agreement the following words have the following meanings:

- (a) **“Affordable Housing Strategy”** means the Richmond Affordable Housing Strategy approved by the City on March 12, 2018, and containing a number of recommendations, policies, directions, priorities, definitions and annual targets for affordable housing, as may be updated, amended or replaced from time to time;
- (b) **“Affordable Housing Unit”** means a Dwelling Unit or Dwelling Units designated as such in accordance with a building permit and/or development permit issued by the City and/or, if applicable, in accordance with any rezoning consideration applicable to the development on the Lands and includes, without limiting the generality of the foregoing, the Dwelling Units charged by this Agreement;
- (c) **“Agreement”** means this agreement together with all schedules, attachments and priority agreements attached hereto;
- (d) **“Building Permit”** means the building permit authorizing construction on the Lands, or any portion(s) thereof;
- (e) **“City”** means the City of Richmond;
- (f) **“City Solicitor”** means the individual appointed from time to time to be the City Solicitor of the Law Division of the City, or his or her designate;
- (g) **“CPI”** means the All-Items Consumer Price Index for Vancouver, B.C. published from time to time by Statistics Canada, or its successor in function;
- (h) **“Daily Amount”** means \$100.00 per day as of January 1, 2019 adjusted annually thereafter by adding thereto an amount calculated by multiplying \$100.00 by the percentage change in the CPI since January 1, 2019, to January 1 of the year that a

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written notice is delivered to the Owner by the City pursuant to section 6.1 of this Agreement. In the absence of obvious error or mistake, any calculation by the City of the Daily Amount in any particular year will be final and conclusive;

- (i) **“Development”** means the mixed-use residential, office and commercial development to be constructed on the Lands;
- (j) **“Development Permit”** means the development permit authorizing development on the Lands, or any portion(s) thereof;
- (k) **“Dwelling Unit”** means a residential dwelling unit or units located or to be located on the Lands whether those dwelling units are lots, strata lots or parcels, or parts or portions thereof, and includes single family detached dwellings, duplexes, townhouses, auxiliary residential dwelling units, rental apartments and strata lots in a building strata plan;
- (l) **“Eligible Tenant”** means a Family having a cumulative gross annual income of:
  - (i) in respect to a studio unit, \$34,650.00 or less;
  - (ii) in respect to a one-bedroom unit, \$38,250.00 or less;
  - (iii) in respect to a two-bedroom unit, \$46,800.00 or less;
  - (iv) in respect to a two-bedroom + den unit, \$46,800 or less; and
  - (v) in respect to a three or more bedroom unit, \$58,050.00 or less

provided that, commencing January 1, 2019, the annual incomes set-out above will be adjusted annually on January 1<sup>st</sup> of each year this Agreement is in force and effect, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the immediately preceding calendar year. If there is a decrease in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, the annual incomes set-out above for the subsequent year will remain unchanged from the previous year. In the absence of obvious error or mistake, any calculation by the City of an Eligible Tenant’s permitted income in any particular year will be final and conclusive;

- (m) **“Family”** means:
  - (i) a person;
  - (ii) two or more persons related by blood, marriage or adoption; or
  - (iii) a group of not more than 6 persons who are not related by blood, marriage or adoption

- (n) **“GST”** means the Goods and Services Tax levied pursuant to the *Excise Tax Act*, R.S.C., 1985, c. E-15, as may be replaced or amended from time to time;
- (o) **“Housing Covenant”** means the agreements, covenants and charges granted by the Owner to the City (which includes covenants pursuant to section 219 of the *Land Title Act*) charging the Lands from time to time, in respect to the use and transfer of the Affordable Housing Units;
- (p) **“Interpretation Act”** means the *Interpretation Act*, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;
- (q) **“Land Title Act”** means the *Land Title Act*, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;
- (r) **“Lands”** means the lands and premises legally described as follows:

PID: N/A  
Lot 1 Section 5 Block 4 North Range 6 West New Westminster District  
Plan EPP83979,

including a building or a portion of a building, into which said lands are Subdivided;

- (s) **“Local Government Act”** means the *Local Government Act*, R.S.B.C. 2015, Chapter 1, together with all amendments thereto and replacements thereof;
- (t) **“LTO”** means the New Westminster Land Title Office or its successor;
- (u) **“Owner”** means the party described on page 1 of this Agreement as the Owner and any subsequent owner of the Lands or of any part into which the Lands are Subdivided, and includes any person who is a registered owner in fee simple of an Affordable Housing Unit from time to time;
- (v) **“Permitted Rent”** means no greater than:
  - (i) \$811 (exclusive of GST) a month for a studio unit;
  - (ii) \$975.00 (exclusive of GST) a month for a one-bedroom unit;
  - (iii) \$1,218.00 (exclusive of GST) a month for a two-bedroom unit;
  - (iv) \$1,218.00 (exclusive of GST) a month for a two-bedroom + den unit; and
  - (v) \$1,480.00 (exclusive of GST) a month for a three (or more) bedroom unit,

provided that, commencing January 1, 2019, the rents set-out above will be adjusted annually on January 1<sup>st</sup> of each year this Agreement is in force and

effect, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the immediately preceding calendar year. In the event that, in applying the values set-out above, the rental increase is at any time greater than the rental increase permitted by the *Residential Tenancy Act*, then the increase will be reduced to the maximum amount permitted by the *Residential Tenancy Act*. If there is a decrease in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, the permitted rents set-out above for the subsequent year will remain unchanged from the previous year. In the absence of obvious error or mistake, any calculation by the City of the Permitted Rent in any particular year will be final and conclusive;

- (w) **“Real Estate Development Marketing Act”** means the *Real Estate Development Marketing Act*, S.B.C. 2004, Chapter 41, together with all amendments thereto and replacements thereof;
- (x) **“Residential Tenancy Act”** means the *Residential Tenancy Act*, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof;
- (y) **“Strata Property Act”** means the *Strata Property Act* S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof;
- (z) **“Subdivide”** means to divide, apportion, consolidate or subdivide the Lands, or the ownership or right to possession or occupation of the Lands into two or more lots, strata lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise, under the *Land Title Act*, the *Strata Property Act*, or otherwise, and includes the creation, conversion, organization or development of “cooperative interests” or “shared interest in land” as defined in the *Real Estate Development Marketing Act*;
- (aa) **“Tenancy Agreement”** means a tenancy agreement, lease, license or other agreement granting rights to occupy an Affordable Housing Unit; and
- (bb) **“Tenant”** means an occupant of an Affordable Housing Unit by way of a Tenancy Agreement.

## 1.2 In this Agreement:

- (a) reference to the singular includes a reference to the plural, and *vice versa*, unless the context requires otherwise;
- (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;

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*Housing Agreement (Section 483 Local Government Act)*  
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*Rezoning Consideration No. 16*

- (d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
- (e) any reference to any enactment is to the enactment in force on the date the Owner signs this Agreement, and to subsequent amendments to or replacements of the enactment;
- (f) the provisions of section 25 of the *Interpretation Act* with respect to the calculation of time apply;
- (g) time is of the essence;
- (h) all provisions are to be interpreted as always speaking;
- (i) reference to a “party” is a reference to a party to this Agreement and to that party’s respective successors, assigns, trustees, administrators and receivers. Wherever the context so requires, reference to a “party” also includes an Eligible Tenant, agent, officer and invitee of the party;
- (j) reference to a “day”, “month”, “quarter” or “year” is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the case may be, unless otherwise expressly provided; and
- (k) where the word “including” is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word “including”.

## ARTICLE 2 USE AND OCCUPANCY OF AFFORDABLE HOUSING UNITS

- 2.1 The Owner agrees that each Affordable Housing Unit may only be used as a permanent residence occupied by one Eligible Tenant at Permitted Rent. An Affordable Housing Unit must not be occupied by the Owner, the Owner’s family members (unless the Owner’s family members qualify as Eligible Tenants), or any tenant or guest of the Owner, other than an Eligible Tenant. For the purposes of this Article, “permanent residence” means that the Affordable Housing Unit is used as the usual, main, regular, habitual, principal residence, abode or home of the Eligible Tenant.
- 2.2 Within 30 days after receiving notice from the City, the Owner will, in respect of each Affordable Housing Unit, provide to the City a statutory declaration, substantially in the form (with, in the City Solicitor’s discretion, such further amendments or additions as deemed necessary) attached as Schedule A, sworn by the Owner, containing all of the information required to complete the statutory declaration. The City may request such statutory declaration in respect to each Affordable Housing Unit no more than once in any calendar year; provided, however, notwithstanding that the Owner may have already provided such statutory declaration in the particular calendar year, the City may request

and the Owner will provide to the City such further statutory declarations as requested by the City in respect to an Affordable Housing Unit if, in the City's absolute determination, the City believes that the Owner is in breach of any of its obligations under this Agreement.

2.3 The Owner hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.

2.4 The Owner agrees that notwithstanding that the Owner may otherwise be entitled, the Owner will not:

- (a) be issued with a Development Permit unless the Development Permit includes the Affordable Housing Units;
- (b) be issued with a Building Permit unless the Building Permit includes the Affordable Housing Units; and
- (c) occupy, nor permit any person to occupy any Dwelling Unit or any portion of any building, in part or in whole, constructed on the Lands and the City will not be obligated to permit occupancy of any Dwelling Unit or building constructed on the Lands until all of the following conditions are satisfied:
  - (i) the Affordable Housing Units and related uses and areas have been constructed to the satisfaction of the City;
  - (ii) the Affordable Housing Units have received final building permit inspection granting occupancy; and
  - (iii) the Owner is not otherwise in breach of any of its obligations under this Agreement or any other agreement between the City and the Owner in connection with the development of the Lands.

If and to the extent that the Housing Covenant contemplates staged construction and occupancy of the Affordable Housing Units, the Housing Covenant will govern.

### **ARTICLE 3**

#### **DISPOSITION AND ACQUISITION OF AFFORDABLE HOUSING UNITS**

3.1 The Owner will not permit an Affordable Housing Unit to be subleased, or the Affordable Housing Unit Tenancy Agreement to be assigned, except as required under the *Residential Tenancy Act*.

3.2 The Owner will not permit an Affordable Housing Unit to be used for short term rental purposes (being rentals for periods shorter than 30 days), or any other purposes that do not constitute a "permanent residence" of a Tenant or an Eligible Tenant.

3.3 If this Housing Agreement encumbers more than one Affordable Housing Unit, the following will apply:

- (a) the Owner will not, without the prior written consent of the City, sell or transfer less than all of the Affordable Housing Units located in one building in a single or related series of transactions, with the result that when the purchaser or transferee of the Affordable Housing Units becomes the owner, the purchaser or transferee will be the legal and beneficial owner of not less than all of the Affordable Housing Units in one building;
- (b) if the Development contains one or more air space parcels, each air space parcel and the remainder will be a “building” for the purpose of this section 3.3; and
- (c) the Lands will not be Subdivided such that one or more Affordable Housing Units form their own air space parcel, separate from other Dwelling Units, without the prior written consent of the City.

3.4 Subject to the requirements of the *Residential Tenancy Act*, the Owner will ensure that each Tenancy Agreement:

- (a) includes the following provision:

“By entering into this Tenancy Agreement, the Tenant hereby consents and agrees to the collection of the below-listed personal information by the Landlord and/or any operator or manager engaged by the Landlord and the disclosure by the Landlord and/or any operator or manager engaged by the Landlord to the City and/or the Landlord, as the case may be, of the following personal information which information will be used by the City to verify and ensure compliance by the Owner with the City’s strategy, policies and requirements with respect to the provision and administration of affordable housing within the municipality and for no other purpose, each month during the Tenant’s occupation of the Affordable Housing Unit:

- (i) a statement of gross annual income from all sources (including employment, disability, retirement, investment, and other) of all members of the Tenant’s household who are 18 years of age and over and who reside in the Affordable Housing Unit;
- (ii) number of occupants of the Affordable Housing Unit;
- (iii) number of occupants of the Affordable Housing Unit 18 years of age and under; and
- (iv) number of occupants of the Affordable Housing Unit 55 years of age and over.”

- (b) defines the term “Landlord” as the Owner of the Affordable Housing Unit; and

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- (c) includes a provision requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement.
- 3.5 If the Owner sells or transfers the Affordable Housing Units (pursuant to section 3.3), the Owner will notify the City Solicitor of the sale or transfer within 3 days of the effective date of sale or transfer.
- 3.6 The Owner will not rent, lease, license or otherwise permit occupancy of any Affordable Housing Unit except to an Eligible Tenant and except in accordance with the following additional conditions:
- (a) the Affordable Housing Unit will be used or occupied only pursuant to a Tenancy Agreement;
  - (b) the monthly rent payable for the Affordable Housing Unit will not exceed the Permitted Rent applicable to that class of Affordable Housing Unit;
  - (c) the Owner will allow the Tenant and any permitted occupant and visitor to have full access to and use and enjoy all on-site common indoor and outdoor amenity spaces that are available to the owners of the residential strata lots contained within the same building as the Affordable Housing Unit;
  - (d) the Owner will not require the Tenant or any permitted occupant to pay any of the following:
    - (i) move-in/move-out fees,
    - (ii) strata fees,
    - (iii) strata property contingency reserve fees;
    - (iv) any fees and charges for the use of parking spaces assigned for the exclusive use of the Affordable Housing Unit;
    - (v) extra charges or fees for use of any common property, limited common property, or other common areas, facilities or amenities, including without limitation parking, bicycle storage, electric vehicle charging stations or related facilities;
    - (vi) extra charges or fees for the use of sanitary sewer, storm sewer, water; or
    - (vii) property or similar tax;

provided, however, that if the Affordable Housing Unit is a strata unit and the following costs are not part of strata or similar fees, the Owner may charge the Tenant the Owner's cost, if any, of:

- (viii) providing cable television, telephone, other telecommunications, or electricity fees (including electricity fees and charges associated with the Tenant's use of electrical vehicle charging infrastructure);
  - (ix) installing electric vehicle charging infrastructure (in excess of that pre-installed by the Owner at the time of construction of the building), by or on behalf of the Tenant;
  - (x) security and fees for the use of guest suites (if any) or security and cleaning fees related to the use of any party or meeting room located on the Lands (if any), provided that such charges are the same as payable by other residential occupants of the Development; and
- (e) subject to any contrary provisions in the *Residential Tenancy Act*, the Owner will include in the Tenancy Agreement a clause entitling the Owner to terminate the Tenancy Agreement if:
- (i) an Affordable Housing Unit is occupied by a person or persons other than an Eligible Tenant;
  - (ii) ~~the annual income of an Eligible Tenant rises above the applicable maximum amount specified in section 1.1(1) of this Agreement;~~
  - (iii) the Affordable Housing Unit is occupied by more than the number of people the City's building inspector determines can reside in the Affordable Housing Unit given the number and size of bedrooms in the Affordable Housing Unit and in light of any relevant standards set by the City in any bylaws of the City;
  - (iv) the Affordable Housing Unit remains vacant for three consecutive months or longer, notwithstanding the timely payment of rent; or
  - (v) the Tenant subleases the Affordable Housing Unit or assigns the Tenancy Agreement in whole or in part,

and in the case of each breach, the Owner hereby agrees with the City to forthwith provide to the Tenant a notice of termination. Except for paragraph (e)(ii), above [*Termination of Tenancy Agreement if Annual Income of Tenant rises above amount prescribed in section 1.1(1) of this Agreement*], the notice of termination will provide that the termination of the tenancy will be effective 30 days following the date of the notice of termination. In respect to paragraph (e)(ii), above, termination will be effective on the day that is six months following the date that the Owner provided the notice of termination to the Tenant;

- (f) the Tenancy Agreement will identify all occupants of the Affordable Housing Unit and will stipulate that anyone not identified in the Tenancy Agreement will

be prohibited from residing at the Affordable Housing Unit for more than 30 consecutive days or more than 45 days total in any calendar year; and

- (g) the Owner will forthwith deliver a certified true copy of the Tenancy Agreement to the City upon demand.
- 3.7 The Owner will not impose any age-based restrictions on Tenants of Affordable Housing Units.
- 3.8 The Owner will include in the Tenancy Agreement a clause requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement. This requirement will not lessen the Owner's obligations under this Agreement, or be deemed a delegation of the Owner's obligations under this Agreement.
- 3.9 The Owner will attach a copy of this Agreement to every Tenancy Agreement.
- 3.10 If the Owner has terminated the Tenancy Agreement, then the Owner will use commercially reasonable efforts to cause the Tenant and all other persons that may be in occupation of the Affordable Housing Unit, as applicable, to vacate the Affordable Housing Unit on or before the effective date of termination.

#### ARTICLE 4

#### DEMOLITION OF AFFORDABLE HOUSING UNIT

- 4.1 The Owner will not demolish an Affordable Housing Unit unless:
  - (a) the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that it is no longer reasonable or practical to repair or replace any structural component of the Affordable Housing Unit, and the Owner has delivered to the City a copy of the engineer's or architect's report; or
  - (b) the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that the Affordable Housing Unit is damaged or destroyed, to the extent of 40% or more of its value above its foundations,

and, in each case, a demolition permit for the Affordable Housing Unit, as applicable, has been issued by the City and the Affordable Housing Unit, as applicable, has been demolished under that permit.

Following demolition, the Owner will use and occupy any replacement Dwelling Unit in compliance with this Agreement and the Housing Covenant both of which will apply to any replacement Dwelling Unit to the same extent and in the same manner as those agreements apply to the original Dwelling Unit, and the Dwelling Unit must be approved by the City as an Affordable Housing Unit in accordance with this Agreement.

## ARTICLE 5 STRATA CORPORATION BYLAWS

- 5.1 This Agreement will be binding upon all strata corporations created upon the strata title Subdivision of the Lands or any Subdivided parcel of the Lands.
- 5.2 Any strata corporation bylaw which prevents, restricts or abridges the right to use the Affordable Housing Units as affordable rental accommodation, imposes age-based restrictions on Tenants of Affordable Housing Units, or is otherwise inconsistent with this Agreement, will have no force and effect.
- 5.3 No strata corporation will pass any bylaws preventing, restricting or abridging the use of the Affordable Housing Units as affordable rental accommodation in accordance with this Agreement.
- 5.4 No strata corporation will pass any bylaw or approve any levies which would result in only the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit (and not include all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units) paying any extra charges or fees for the use of any common property, limited common property or other common areas, facilities, or indoor or outdoor amenities of the strata corporation contrary to section 3.6(d).
- 5.5 No strata corporation will pass any bylaws or approve any levies, charges or fees which would result in the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit paying for the use of parking, bicycle storage, electric vehicle charging stations or related facilities contrary to section 3.6(d). Notwithstanding the foregoing, the strata corporation may levy parking, bicycle storage, electric vehicle charging stations or other related facilities charges or fees on all the other owners, tenants, any other permitted occupants or visitors of all the strata lots in the applicable strata plan which are not Affordable Housing Units.
- 5.6 The strata corporation will not pass any bylaw or make any rule which would restrict the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit from using and enjoying any common property, limited common property or other common areas, facilities or amenities of the strata corporation, including parking, bicycle storage, electric vehicle charging stations or related facilities, except on the same basis that governs the use and enjoyment of these facilities by all the owners, tenants, or any other permitted occupants of all the strata lots in the same strata plan as the Affordable Housing Unit.

## ARTICLE 6 DEFAULT AND REMEDIES

- 6.1 The Owner agrees that, in addition to any other remedies available to the City under this Agreement or the Housing Covenant or at law or in equity, if:

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- (a) an Affordable Housing Unit is used or occupied in breach of this Agreement or rented at a rate in excess of the Permitted Rent; or
- (b) the Owner is otherwise in breach of any of its obligations under this Agreement or the Housing Covenant,

then the Owner will pay the Daily Amount to the City for every day that the breach continues after ten days written notice from the City to the Owner stating the particulars of the breach and the period within which the breach must be cured.

For greater certainty:

- (c) if the breach constitutes an enactment of a strata bylaw by a strata corporation contrary to this Agreement, the City will not charge the Daily Amount to the registered owner of the Affordable Housing Units, except in their capacity as one of the owners of the strata corporation;
- (d) the City will not charge the Daily Amount with respect to any breach of the Agreement until any applicable cure period, if any, has expired; and
- (e) if the default cannot be remedied within the applicable cure period, and the Owner has:
  - (i) delivered to the City the method and schedule for remedying the default;
  - (ii) commenced remedying the default; and
  - (iii) been diligently and continuously proceeding to remedy the default within the estimated schedule,

the City will not charge the Daily Amount with respect to the breach of the Agreement unless, in the City's opinion, the Owner has ceased to diligently and continuously working to remedy the default within the estimated schedule.

- (f) The Daily Amount is due and payable five business days following receipt by the Owner of an invoice from the City for the same.

- 6.2 The Owner acknowledges and agrees that a default by the Owner of any of its promises, covenants, representations or warranties set-out in the Housing Covenant will also constitute a default under this Agreement.

**ARTICLE 7  
MISCELLANEOUS**

**7.1 Housing Agreement**

The Owner acknowledges and agrees that:

- (a) this Agreement includes a housing agreement entered into under section 483 of the *Local Government Act*;
- (b) where an Affordable Housing Unit is a separate legal parcel the City may file notice of this Agreement in the LTO against the title to the Affordable Housing Unit and, in the case of a strata corporation, may note this Agreement on the index of the common property of the strata corporation stored in the LTO and on title to all strata lots in the Development (including Affordable Housing Units and non-Affordable Housing Units);
- (c) where the Lands have not yet been Subdivided to create the separate parcels to be charged by this Agreement, the City may file a notice of this Agreement in the LTO against the title to the Lands;
- (d) if the Lands are Subdivided pursuant to the *Land Title Act* (including standard and air space parcels), this Agreement will secure only the legal parcels which contain the Affordable Housing Units. The City will partially discharge this Agreement accordingly, provided however that:
  - (i) the City has no obligation to execute such discharge until a written request therefor from the Owners is received by the City, which request includes the registrable form of discharge;
  - (ii) the cost of the preparation of the aforesaid discharge, and the cost of registration of the same in the Land Title Office is paid by the Owners;
  - (iii) the City has a reasonable time within which to execute the discharge and return the same to the Owners for registration; and
  - (iv) the Owners acknowledge that such discharge is without prejudice to the indemnity and release set forth in Section 7.5 and Section 7.6.

Notwithstanding a partial discharge of this Agreement, this Agreement will be and remain in full force and effect and, but for the partial discharge, otherwise unamended;

- (e) if the Lands, or a portion of the Lands, containing the Affordable Housing Units is Subdivided pursuant to the *Strata Property Act*, this Agreement will remain noted on the common property sheet of the strata corporation stored in the LTO and on title to all strata lots in the legal parcel in which the Affordable Housing Units are

{00558526; 8 }

*Housing Agreement (Section 483 Local Government Act)  
Address: 5591, 5631, 5651 and 5671 No. 3 Road  
Application No. RZ 17-779262 Bylaw 9860  
Rezoning Consideration No. 16*



situated (including Affordable Housing Units and non-Affordable Housing Units); and

- (f) if the Lands, or a portion of the Lands, containing the Affordable Housing Units is Subdivided in any manner not contemplated in paragraph (d) or (e), this Agreement will remain on title to interests into which the Lands are subdivided.

## 7.2 No Compensation

The Owner acknowledges and agrees that no compensation is payable, and the Owner is not entitled to and will not claim any compensation from the City, for any decrease in the market value of the Lands or for any obligations on the part of the Owner and its successors in title which at any time may result directly or indirectly from the operation of this Agreement.

## 7.3 Modification

This Agreement may be modified or amended from time to time, by consent of the Owner and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City and the Owner.

## 7.4 Management

The Owner will furnish good and efficient management of the Affordable Housing Units and will permit representatives of the City to inspect the Affordable Housing Units at any reasonable time, subject to the notice provisions in the *Residential Tenancy Act*. The Owner further covenants and agrees that it will maintain the Affordable Housing Units in a good state of repair and fit for habitation and will comply with all laws, including health and safety standards applicable to the Lands. At the request of the City, the Owner will, at the Owner's expense, hire a person or company with the skill and expertise to manage the Affordable Housing Units.

## 7.5 Indemnity

The Owner will indemnify and save harmless the City and each of its elected officials, officers, directors, and agents, and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, actions, loss, damage, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:

- (a) any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;

- (b) the City refusing to issue a development permit, building permit or refusing to permit occupancy of any building, or any portion thereof, constructed on the Lands;
- (c) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Affordable Housing Unit or the enforcement of any Tenancy Agreement; and/or
- (d) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

#### **7.6 Release**

The Owner hereby releases and forever discharges the City and each of its elected officials, officers, directors, and agents, and its and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for the:

- (a) construction, maintenance, repair, ownership, lease, license, operation or management of the Lands or any Affordable Housing Unit under this Agreement;
- (b) the City refusing to issue a development permit, building permit or refusing to permit occupancy of any building, or any portion thereof, constructed on the Lands; and/or
- (c) the exercise by the City of any of its rights under this Agreement or an enactment.

#### **7.7 Survival**

The obligations of the Owner set out in this Agreement will survive termination or discharge of this Agreement.

#### **7.8 Priority**

The Owner will do everything necessary, at the Owner's expense, to ensure that this Agreement, if required by the City Solicitor, will be noted against title to the Lands in priority to all financial charges and encumbrances which may have been registered or are pending registration against title to the Lands save and except those specifically approved in advance in writing by the City Solicitor or in favour of the City, and that a notice under section 483(5) of the *Local Government Act* will be filed on the title to the Lands.

#### **7.9 City's Powers Unaffected**

This Agreement does not:

- (a) affect or limit the discretion, rights, duties or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Lands;
- (b) impose on the City any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;
- (c) affect or limit any enactment relating to the use or subdivision of the Lands; or
- (d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.

**7.10 Agreement for Benefit of City Only**

The Owner and the City agree that:

- (a) this Agreement is entered into only for the benefit of the City;
- (b) this Agreement is not intended to protect the interests of the Owner, any Tenant, or any future owner, lessee, occupier or user of the Lands or the building or any portion thereof, including any Affordable Housing Unit; and
- (c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.

**7.11 No Public Law Duty**

Where the City is required or permitted by this Agreement to form an opinion, exercise a discretion, express satisfaction, make a determination or give its consent, the Owner agrees that the City is under no public law duty of fairness or natural justice in that regard and agrees that the City may do any of those things in the same manner as if it were a private party and not a public body.

**7.12 Notice**

Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered, to the postal address of the Owner set out in the records at the LTO, and in the case of the City addressed:

To: Clerk, City of Richmond  
6911 No. 3 Road  
Richmond, BC V6Y 2C1

And to: City Solicitor  
City of Richmond  
6911 No. 3 Road  
Richmond, BC V6Y 2C1

or to the most recent postal address provided in a written notice given by each of the parties to the other. Any notice which is delivered is to be considered to have been given on the first day after it is dispatched for delivery.

**7.13 Enuring Effect**

This Agreement will extend to and be binding upon and enure to the benefit of the parties hereto and their respective successors and permitted assigns.

**7.14 Severability**

If any provision of this Agreement is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.

**7.15 Waiver**

All remedies of the City will be cumulative and may be exercised by the City in any order or concurrently in case of any breach and each remedy may be exercised any number of times with respect to each breach. Waiver of or delay in the City exercising any or all remedies will not prevent the later exercise of any remedy for the same breach or any similar or different breach.

**7.16 Sole Agreement**

This Agreement, and any documents signed by the Owners contemplated by this Agreement (including, without limitation, the Housing Covenant), represent the whole agreement between the City and the Owner respecting the use and occupation of the Affordable Housing Units, and there are no warranties, representations, conditions or collateral agreements made by the City except as set forth in this Agreement. In the event of any conflict between this Agreement and the Housing Covenant, this Agreement will, to the extent necessary to resolve such conflict, prevail.

**7.17 Further Assurance**

Upon request by the City the Owner will forthwith do such acts and execute such documents as may be reasonably necessary in the opinion of the City to give effect to this Agreement.

**7.18 Covenant Runs with the Lands**

This Agreement burdens and runs with the Lands and every parcel into which it is Subdivided in perpetuity. All of the covenants and agreements contained in this Agreement are made by the Owner for itself, its personal administrators, successors and assigns, and all persons who after the date of this Agreement, acquire an interest in the Lands.

**7.19 Equitable Remedies**

The Owner acknowledges and agrees that damages would be an inadequate remedy for the City for any breach of this Agreement and that the public interest strongly favours specific performance, injunctive relief (mandatory or otherwise), or other equitable relief, as the only adequate remedy for a default under this Agreement.

**7.20 No Joint Venture**

Nothing in this Agreement will constitute the Owner as the agent, joint venturer, or partner of the City or give the Owner any authority to bind the City in any way.

**7.21 Applicable Law**

Unless the context otherwise requires, the laws of British Columbia (including, without limitation, the *Residential Tenancy Act*) will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia.

**7.22 Deed and Contract**

By executing and delivering this Agreement the Owner intends to create both a contract and a deed executed and delivered under seal.

**7.23 Joint and Several**

If the Owner is comprised of more than one person, firm or body corporate, then the covenants, agreements and obligations of the Owner will be joint and several.

**7.23 Limitation on Owner's Obligations**

The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered or beneficial owner of the Lands provided however that notwithstanding that the Owner is no longer the registered or beneficial owner of the Lands, the Owner will remain liable for breaches of this Agreement that occurred while the Owner was the registered or beneficial owner of the Lands.

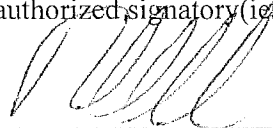
**IN WITNESS WHEREOF** the parties hereto have executed this Agreement as of the day and year first above written.

**LUXE RICHMOND DEVELOPMENT LIMITED PARTNERSHIP,**

by its general partner

**LUXE RICHMOND DEVELOPMENT GP LTD.,**

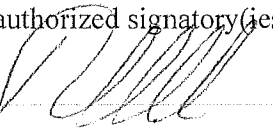
by its authorized signatory(ies):

Per:   
Name: \_\_\_\_\_

Per: \_\_\_\_\_  
Name: \_\_\_\_\_

**LUXE RICHMOND NOMINEE LTD.,**

by its authorized signatory(ies):

Per:   
Name: \_\_\_\_\_

Per: \_\_\_\_\_  
Name: \_\_\_\_\_

**CITY OF RICHMOND**

by its authorized signatory(ies):

Per: \_\_\_\_\_  
Malcolm D. Brodie, Mayor

Per: \_\_\_\_\_  
Claudia Jessen, Corporate Officer

CITY OF RICHMOND
APPROVED for content by originating dept.
APPROVED for legality by Solicitor
DATE OF COUNCIL APPROVAL

{00558526; 8 }

*Housing Agreement (Section 483 Local Government Act)  
Address: 5591, 5631, 5651 and 5671 No. 3 Road  
Application No. RZ 17-779262 Bylaw 9860  
Rezoning Consideration No. 16*

**CNCL - 363**

**Schedule A to Housing Agreement**

**STATUTORY DECLARATION  
(Affordable Housing Units)**

	)	IN THE MATTER OF Unit Nos. _____ - _____
	)	(collectively, the “ <b>Affordable Housing Units</b> ”) located
CANADA	)	at
	)	_____
PROVINCE OF BRITISH COLUMBIA	)	( <i>street address</i> ), British Columbia, and Housing
	)	Agreement dated _____, 20____ (the
TO WIT:	)	“ <b>Housing Agreement</b> ”) between
	)	_____ and
	)	the City of Richmond (the “ <b>City</b> ”)

I, \_\_\_\_\_ (*full name*),  
of \_\_\_\_\_ (*address*) in the Province

of British Columbia, DO SOLEMNLY DECLARE that:

1. ☐ I am the registered owner (the “**Owner**”) of the Affordable Housing Units;  

*or,*

☐ I am a director, officer, or an authorized signatory of the Owner and I have personal knowledge of the matters set out herein;
2. This declaration is made pursuant to the terms of the Housing Agreement in respect of the Affordable Housing Units for each of the 12 months for the period from January 1, 20\_\_\_\_ to December 31, 20\_\_\_\_ (the “**Period**”);
3. Continuously throughout the Period:
  - a) the Affordable Housing Units, if occupied, were occupied only by Eligible Tenants (as defined in the Housing Agreement); and
  - b) the Owner of the Affordable Housing Units complied with the Owner’s obligations under the Housing Agreement and any housing covenant(s) registered against title to



the Affordable Housing Units;

4. The information set out in the table attached as Appendix A hereto (the “**Information Table**”) in respect of each of the Affordable Housing Units is current and accurate as of the date of this declaration; and
5. I obtained the prior written consent from each of the occupants of the Affordable Housing Units named in the Information Table to: (i) collect the information set out in the Information Table, as such information relates to the Affordable Housing Unit occupied by such occupant/resident; and (ii) disclose such information to the City, for purposes of complying with the terms of the Housing Agreement.

And I make this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED BEFORE ME at )

\_\_\_\_\_ in the )

Province of British Columbia, Canada, this )

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ )

\_\_\_\_\_ ) (Signature of Declarant)

Name:

\_\_\_\_\_ )  
A Notary Public and a Commissioner for  
taking Affidavits in and for the Province of  
British Columbia )

*Declarations should be signed, stamped, and dated and witnessed by a lawyer, notary public, or commissioner for taking affidavits.*

## APPENDIX A (to Statutory Declaration)

### Information Table

Development Name, Address, Property Manager, Phone #, E-mail																
	Unit #	Unit Type	# of Occupants	Related to Owner	# of Occupants 18 Years and Under	# of Occupants 55 Years and Over	Before-tax Employment Income (If Tenant is 18+ Years)	Other Income (If Tenant is 18+ Years)	Income Verification Received	Before-tax (gross) Income of all Tenants	Monthly Rent	Planned % Rent Increase in the Next Year	Parking Fees	Move-in/Move-out Fees	Storage Fees	Amenity Usage Fees
1																
2																
3																
4																
5																

Document Number: 5960485 Version: 1

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*Housing Agreement (Section 483 Local Government Act)*  
*Address: 5591, 5631, 5651 and 5671 No. 3 Road*  
*Application No. RZ 17-779262 Bylaw 9860*  
*Rezoning Consideration No. 16*

## CNCL - 366



**Housing Agreement (5591, 5631, 5651 and 5671 No. 3 Road)**  
**Bylaw No. 10057**

The Council of the City of Richmond enacts as follows:

1. The Mayor and City Clerk for the City of Richmond are authorized to execute and deliver a housing agreement, substantially in the form set out as Schedule A to this Bylaw, with the owner of the lands legally described as:

PID: N/A

Lot 1 Section 5 Block 4 North Range 6 West New Westminster  
District Plan EPP83979

2. This Bylaw is cited as **Housing Agreement (5591, 5631, 5651 and 5671 No. 3 Road)**  
**Bylaw No. 10057.**

FIRST READING

SECOND READING

THIRD READING

ADOPTED

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CITY OF RICHMOND
APPROVED for content by originating dept. <i>Bsn</i>
APPROVED for legality by Solicitor <i>JA</i>

\_\_\_\_\_  
MAYOR

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



# City of Richmond

## Report to Committee

**To:** Planning Committee **Date:** December 4, 2019  
**From:** Kim Somerville **File:** 08-4057-05/2019-Vol  
Director, Community Social Development 01  
**Re:** **Housing Agreement Bylaw No. 10090 to Permit the City of Richmond to  
Secure Affordable Housing Units at 7811 Alderbridge Way**

### Staff Recommendation

That Housing Agreement (7811 Alderbridge Way) Bylaw No. 10090 be introduced and given first, second and third readings to permit the City to enter into a Housing Agreement substantially in the form attached hereto, in accordance with the requirements of section 483 of the *Local Government Act*, to secure the Affordable Housing Units required by Rezoning Application RZ 17-765420.

Kim Somerville  
Director, Community Social Development  
(604-247-4671)

Att. 1

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

**CNCL - 368**

## Staff Report

### Origin

The purpose of this report is to recommend that City Council adopt Housing Agreement Bylaw No. 10090 to secure at least 1,593 m<sup>2</sup> (17,147 ft<sup>2</sup>) or 21 affordable housing units in the proposed development located at 7811 Alderbridge Way (Attachment 1).

This report and bylaw supports Council's Strategic Plan 2018-2022 Strategic Focus Area #4 An Active and Thriving Richmond:

*An active and thriving community characterized by diverse social and wellness programs, services and spaces that foster health and well-being for all.*

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

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

This report supports the Social Development Strategy Goal #1: Enhance Social Equity and Inclusion:

*Strategic Direction #1: Expand Housing Choices*

This report and bylaw are also consistent with the Richmond Affordable Housing Strategy 2017–2027, adopted on March 12, 2018, which specifies the creation of affordable rental housing units as a key housing priority for the City.

Rezoning Application RZ 17-765420 was given second and third readings at the Public Hearing on July 16, 2018 for the redevelopment of 7811 Alderbridge Way. The registration of a Housing Agreement and Housing Covenant are conditions of the Rezoning Application, with maximum rental rates and tenant income as established by the City's Affordable Housing Strategy. As the rezoning application was received prior to July 24, 2017, it is subject to grandfathering the five per cent affordable housing contribution rate. At the Rezoning stage, the applicant proposed 22 affordable housing units with a proposed floor area of 1,554m<sup>2</sup> (16,727ft<sup>2</sup>).

At the Development Permit stage (DP 18-841057), staff recommended that the applicant provide additional family-friendly units. The applicant subsequently revised the proposed unit mix and converted three of the one-bedroom units into two two-bedroom units. The resulting proposed unit mix consists of one fewer affordable housing units overall (ie. 21 units), in addition to a larger proposed floor area of 1,593m<sup>2</sup> (17,147 ft.<sup>2</sup>).

It is recommended that the proposed Housing Agreement Bylaw for the subject development (Bylaw No. 10090) be introduced and given first, second and third readings. Following adoption of the Bylaw, the City will be able to execute the Housing Agreement and arrange for notice of the agreement to be filed in the Land Title Office.

## Analysis

The 21 affordable housing units proposed represent approximately five per cent of the total residential floor area. Fourteen of these units will be family-friendly two and three bedroom units. All 21 units have been designed to fulfill Basic Universal Housing standards. The 21 affordable housing units will be dispersed with 15 units on levels one through five in Building 5 and six units on levels two through five in Building 6.

The subject development application involves the development of approximately 368 residential units including 21 affordable rental housing units. The affordable housing units anticipated to be delivered are as follows:

Unit Type	Affordable Housing Strategy Requirements			Project Targets
	Min. Permitted Unit Area	Max. Monthly Unit Rent*	Total Max. Household Income*	# of Units
1-BR	50 m <sup>2</sup> (535 ft <sup>2</sup> )	\$975	\$38,250 or less	7
2-BR	69 m <sup>2</sup> (741 ft <sup>2</sup> )	\$1,218	\$46,800 or less	9
3-BR	91m <sup>2</sup> (980 ft <sup>2</sup> )	\$1,480	\$58,050 or less	5
<b>TOTAL</b>	<b>1,593m<sup>2</sup> (17,147 ft<sup>2</sup>)</b>	<b>Varies</b>	<b>Varies</b>	<b>21</b>

\*To be adjusted annually based on the terms of the Housing Agreement.

The Housing Agreement restricts the annual household incomes and maximum rents for eligible occupants and specifies that the units must be made available at affordable rental housing rates in perpetuity. The Agreement includes provisions for annual adjustment of the maximum annual housing incomes and rental rates in accordance with City requirements.

In addition, the Agreement restricts the owner from imposing any age-based restrictions on the tenants of the affordable housing units. The Agreement specifies that occupants of the affordable rental housing units shall have unlimited access to all required residential indoor and outdoor amenity spaces as well as all required affordable housing parking spaces and associated shared facilities (e.g. visitor parking, bike storage, bike maintenance and loading) in the development. Affordable housing tenants will also not be charged any additional costs (i.e. move in/move out or parking fees). In order to ensure that the Owner is managing the affordable housing units according to the terms outlined in the Housing Agreement, the Agreement permits the City to conduct a regular statutory declaration process.

The applicant has agreed to the terms and conditions of the Housing Agreement and to register notice of the Housing Agreement on title to secure the 21 affordable rental units.

## Financial Impact

None.

## Conclusion

In accordance with the *Local Government Act* (Section 483), adoption of Bylaw No. 10090 is required to permit the City to enter into a Housing Agreement. Together with the Housing Covenant, this will act to secure 21 affordable rental units that are proposed in association with Rezoning Application RZ 17-765420.



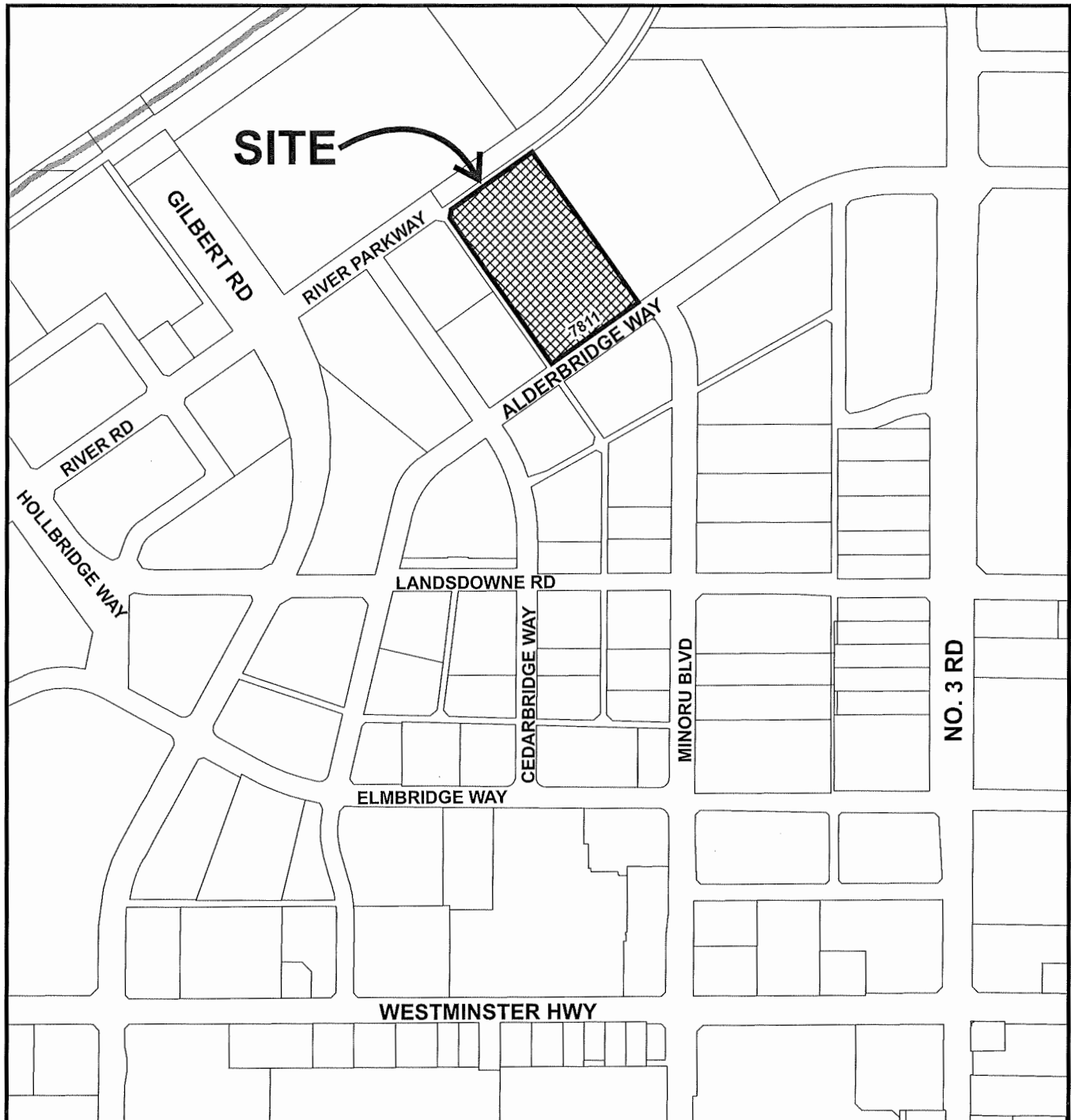
Cody Spencer  
Program Manager, Affordable Housing  
(604-247-4916)

Att. 1: Map of 7811 Alderbridge Way





City of  
Richmond



7811 Alderbridge Way

CNCL - 372

Original Date: 09/04/19

Revision Date:

Note: Dimensions are in METRES

Schedule A

To Housing Agreement (7811 Alderbridge Way) Bylaw No. 10090

HOUSING AGREEMENT BETWEEN ONNI 7811 ALDERBRIDGE HOLDING CORP. AND  
THE CITY OF RICHMOND

**HOUSING AGREEMENT – AFFORDABLE HOUSING**  
**(Section 483 Local Government Act)**

**THIS AGREEMENT** is dated for reference December 10, 2019,

**AMONG:**

**ONNI 7811 ALDERBRIDGE DEVELOPMENT LIMITED PARTNERSHIP**, a limited partnership duly formed under the laws of the Province of British Columbia and having its registered office at Suite 200 – 1010 Seymour Street, Vancouver British Columbia, V6B 3M6, by its general partner **ONNI DEVELOPMENT (7811 ALDERBRIDGE) CORP.**, a corporation duly incorporated under the laws of the Province of British Columbia and having its registered office at Suite 200 – 1010 Seymour Street, Vancouver British Columbia, V6B 3M6

(the “**Beneficiary**”)

**AND:**

**ONNI 7811 ALDERBRIDGE HOLDING CORP.**, a company duly incorporated under the laws of the Province of British Columbia and having its registered office at Suite 200 – 1010 Seymour Street, Vancouver British Columbia, V6B 3M6

(the “**Nominee**”)

(the **Beneficiary** and the **Nominee** are, together, the “**Owner**” as more fully defined in section 1.1 of this Agreement)

**AND:**

**CITY OF RICHMOND**, a municipal corporation pursuant to the *Local Government Act* and having its offices at 6911 No. 3 Road, Richmond, British Columbia, V6Y 2C1

(the “**City**” as more fully defined in section 1.1 of this Agreement)

**WHEREAS:**

- A. Section 483 of the *Local Government Act* permits the City to enter into and, by legal notation on title, note on title to lands, housing agreements which may include, without limitation, conditions in respect to the form of tenure of housing units, availability of

{00572037; 8 }

*Housing Agreement (Section 483 Local Government Act)*

*7811 Alderbridge Way*

*Application No. RZ 17-765420, Bylaw 9867*

*Rezoning Consideration No. 17*

housing units to classes of persons, administration of housing units and rent which may be charged for housing units;

- B. The Beneficiary is the only beneficial owner of the Lands and the Nominee is the registered owner of the Lands; and
- C. The Owner and the City wish to enter into this Agreement to provide for affordable housing on the terms and conditions set out in this Agreement,

In consideration of \$10.00 and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by both parties), and in consideration of the promises exchanged below, the Owner and the City covenant and agree as follows:

## ARTICLE 1 DEFINITIONS AND INTERPRETATION

1.1 In this Agreement the following words have the following meanings:

- (a) **"Affordable Housing Strategy"** means the Richmond Affordable Housing Strategy approved by the City on March 12, 2018, and containing a number of recommendations, policies, directions, priorities, definitions and annual targets for affordable housing, as may be updated, amended or replaced from time to time;
- (b) **"Affordable Housing Unit"** means a Dwelling Unit or Dwelling Units designated as such in accordance with a building permit and/or development permit issued by the City and/or, if applicable, in accordance with any rezoning consideration applicable to the development on the Lands and includes, without limiting the generality of the foregoing, the Dwelling Units charged by this Agreement;
- (c) **"Agreement"** means this agreement together with all schedules, attachments and priority agreements attached hereto;
- (d) **"Building Permit"** means the building permit authorizing construction on the Lands, or any portion(s) thereof;
- (e) **"City"** means the City of Richmond;
- (f) **"City Solicitor"** means the individual appointed from time to time to be the City Solicitor of the Law Division of the City, or his or her designate;
- (g) **"CPI"** means the All-Items Consumer Price Index for Vancouver, B.C. published from time to time by Statistics Canada, or its successor in function;
- (h) **"Daily Amount"** means \$100.00 per day as of January 1, 2019 adjusted annually thereafter by adding thereto an amount calculated by multiplying \$100.00 by the percentage change in the CPI since January 1, 2019, to January 1 of the year that a

{00572037; 8 }

*Housing Agreement (Section 483 Local Government Act)  
7791 and 7811 Alderbridge Way  
Application No. RZ 17-765420, Bylaw 9867  
Rezoning Consideration No. 17*

written notice is delivered to the Owner by the City pursuant to section 6.1 of this Agreement. In the absence of obvious error or mistake, any calculation by the City of the Daily Amount in any particular year will be final and conclusive;

- (i) **“Development”** means the mixed-use residential, office and commercial development to be constructed on the Lands;
- (j) **“Development Permit”** means the development permit authorizing development on the Lands, or any portion(s) thereof;
- (k) **“Dwelling Unit”** means a residential dwelling unit or units located or to be located on the Lands whether those dwelling units are lots, strata lots or parcels, or parts or portions thereof, and includes single family detached dwellings, duplexes, townhouses, auxiliary residential dwelling units, rental apartments and strata lots in a building strata plan;
- (l) **“Eligible Tenant”** means a Family having a cumulative gross annual income of:
  - (i) in respect to a one-bedroom unit, \$38,250.00 or less;
  - (ii) in respect to a two-bedroom unit, \$46,800.00 or less; and
  - (iii) in respect to a three or more bedroom unit, \$58,050.00 or less

provided that, commencing January 1, 2019, the annual incomes set-out above will be adjusted annually on January 1<sup>st</sup> of each year this Agreement is in force and effect, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the immediately preceding calendar year. If there is a decrease in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, the annual incomes set-out above for the subsequent year will remain unchanged from the previous year. In the absence of obvious error or mistake, any calculation by the City of an Eligible Tenant's permitted income in any particular year will be final and conclusive;

- (m) **“Family”** means:
  - (i) a person;
  - (ii) two or more persons related by blood, marriage or adoption; or
  - (iii) a group of not more than 6 persons who are not related by blood, marriage or adoption
- (n) **“GST”** means the Goods and Services Tax levied pursuant to the *Excise Tax Act*, R.S.C., 1985, c. E-15, as may be replaced or amended from time to time;

- (o) **"Housing Covenant"** means the agreements, covenants and charges granted by the Owner to the City (which includes covenants pursuant to section 219 of the *Land Title Act*) charging the Lands from time to time, in respect to the use and transfer of the Affordable Housing Units;
- (p) **"Interpretation Act"** means the *Interpretation Act*, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;
- (q) **"Land Title Act"** means the *Land Title Act*, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;
- "Lands"** means the lands and premises legally described as follows PID: NPA, Lot 1, Section 5, Block 4, North Range 6 West and Section 32, Block 5, North Range 6 West, Plan EPP91427, including a building or a portion of a building, into which said lands are Subdivided;
- (r) **"Local Government Act"** means the *Local Government Act*, R.S.B.C. 2015, Chapter 1, together with all amendments thereto and replacements thereof;
- (s) **"LTO"** means the New Westminster Land Title Office or its successor;
- (t) **"Owner"** means the party described on page 1 of this Agreement as the Owner and any subsequent owner of the Lands or of any part into which the Lands are Subdivided, and includes any person who is a registered owner in fee simple of an Affordable Housing Unit from time to time;
- (u) **"Permitted Rent"** means no greater than:
  - (i) \$975.00 (exclusive of GST) a month for a one-bedroom unit;
  - (ii) \$1,218.00 (exclusive of GST) a month for a two-bedroom unit; and
  - (iii) \$1,480.00 (exclusive of GST) a month for a three (or more) bedroom unit,

provided that, commencing January 1, 2019, the rents set-out above will be adjusted annually on January 1<sup>st</sup> of each year this Agreement is in force and effect, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the immediately preceding calendar year. In the event that, in applying the values set-out above, the rental increase is at any time greater than the rental increase permitted by the *Residential Tenancy Act*, then the increase will be reduced to the maximum amount permitted by the *Residential Tenancy Act*. If there is a decrease in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, the permitted rents set-out above for the subsequent year will remain unchanged from the previous year. In the absence of obvious error or mistake, any calculation by the City of the Permitted Rent in any particular year will be final and conclusive;

- (v) **“Real Estate Development Marketing Act”** means the *Real Estate Development Marketing Act*, S.B.C. 2004, Chapter 41, together with all amendments thereto and replacements thereof;
- (w) **“Residential Tenancy Act”** means the *Residential Tenancy Act*, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof;
- (x) **“Strata Property Act”** means the *Strata Property Act* S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof;
- (y) **“Subdivide”** means to divide, apportion, consolidate or subdivide the Lands, or the ownership or right to possession or occupation of the Lands into two or more lots, strata lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise, under the *Land Title Act*, the *Strata Property Act*, or otherwise, and includes the creation, conversion, organization or development of “cooperative interests” or “shared interest in land” as defined in the *Real Estate Development Marketing Act*;
- (z) **“Tenancy Agreement”** means a tenancy agreement, lease, license or other agreement granting rights to occupy an Affordable Housing Unit; and
- (aa) **“Tenant”** means an occupant of an Affordable Housing Unit by way of a Tenancy Agreement.

1.2 In this Agreement:

- (a) reference to the singular includes a reference to the plural, and *vice versa*, unless the context requires otherwise;
- (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;
- (d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
- (e) any reference to any enactment is to the enactment in force on the date the Owner signs this Agreement, and to subsequent amendments to or replacements of the enactment;
- (f) the provisions of section 25 of the *Interpretation Act* with respect to the calculation of time apply;
- (g) time is of the essence;



- (h) all provisions are to be interpreted as always speaking;
- (i) reference to a “party” is a reference to a party to this Agreement and to that party’s respective successors, assigns, trustees, administrators and receivers. Wherever the context so requires, reference to a “party” also includes an Eligible Tenant, agent, officer and invitee of the party;
- (j) reference to a “day”, “month”, “quarter” or “year” is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the case may be, unless otherwise expressly provided; and
- (k) where the word “including” is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word “including”.

## ARTICLE 2

### USE AND OCCUPANCY OF AFFORDABLE HOUSING UNITS

- 2.1 The Owner agrees that each Affordable Housing Unit may only be used as a permanent residence occupied by one Eligible Tenant at Permitted Rent. An Affordable Housing Unit must not be occupied by the Owner, the Owner’s family members (unless the Owner’s family members qualify as Eligible Tenants), or any tenant or guest of the Owner, other than an Eligible Tenant. For the purposes of this Article, “permanent residence” means that the Affordable Housing Unit is used as the usual, main, regular, habitual, principal residence, abode or home of the Eligible Tenant.
- 2.2 Within 30 days after receiving notice from the City, the Owner will, in respect of each Affordable Housing Unit, provide to the City a statutory declaration, substantially in the form (with, in the City Solicitor’s discretion, such further amendments or additions as deemed necessary) attached as Schedule A, sworn by the Owner (or in the case of a corporate owner the director, officer or authorized signatory of the Owner), containing all of the information required to complete the statutory declaration. The City may request such statutory declaration in respect to each Affordable Housing Unit no more than once in any calendar year; provided, however, notwithstanding that the Owner may have already provided such statutory declaration in the particular calendar year, the City may request and the Owner will provide to the City such further statutory declarations as requested by the City in respect to an Affordable Housing Unit if the City reasonably believes that the Owner is in breach of any of its obligations under this Agreement.
- 2.3 The Owner hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.
- 2.4 The Owner agrees that notwithstanding that the Owner may otherwise be entitled, the Owner will not:

- (a) be issued with a Development Permit unless the Development Permit includes the Affordable Housing Units;
- (b) be issued with a Building Permit unless the Building Permit includes the Affordable Housing Units; and
- (c) request final inspection permitting occupancy, nor occupy, nor permit any person to occupy any Dwelling Unit or any portion of any building, in part or in whole, constructed on the Lands and the City will not be obligated to carry out the final inspection permitting occupancy, or to permit occupancy of any Dwelling Unit or building constructed on the Lands, until all of the following conditions are satisfied:
  - (i) the Affordable Housing Units and related uses and areas have been constructed to the satisfaction of the City;
  - (ii) the Affordable Housing Units have received final building permit inspection granting occupancy; and
  - (iii) the Owner is not otherwise in breach of any of its obligations under this Agreement or any other agreement between the City and the Owner in connection with the development of the Lands.

If and to the extent that the Housing Covenant contemplates staged construction and occupancy of the Affordable Housing Units, the Housing Covenant will govern.

### ARTICLE 3 DISPOSITION AND ACQUISITION OF AFFORDABLE HOUSING UNITS

- 3.1 The Owner will not permit an Affordable Housing Unit to be subleased, or the Affordable Housing Unit Tenancy Agreement to be assigned, except as required under the *Residential Tenancy Act*.
- 3.2 The Owner will not permit an Affordable Housing Unit to be used for short term rental purposes (being rentals for periods shorter than 30 days), or any other purposes that do not constitute a “permanent residence” of a Tenant or an Eligible Tenant.
- 3.3 If this Housing Agreement encumbers more than one Affordable Housing Unit, the following will apply:
  - (a) the Owner will not, without the prior written consent of the City, sell or transfer less than all of the Affordable Housing Units located in one building in a single or related series of transactions, with the result that when the purchaser or transferee of the Affordable Housing Units becomes the owner, the purchaser or transferee will be the legal and beneficial owner of not less than all of the Affordable Housing Units in one building;

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- (b) if the Development contains one or more air space parcels, each air space parcel and the remainder will be a “building” for the purposes of this Agreement; and
- (c) the Lands will not be Subdivided such that one or more Affordable Housing Units form their own air space parcel, separate from other Dwelling Units, without the prior written consent of the City.

3.4 Subject to the requirements of the *Residential Tenancy Act*, the Owner will ensure that each Tenancy Agreement:

- (a) includes the following provision:

“By entering into this Tenancy Agreement, the Tenant hereby consents and agrees to the collection of the below-listed personal information by the Landlord and/or any operator or manager engaged by the Landlord and the disclosure by the Landlord and/or any operator or manager engaged by the Landlord to the City and/or the Landlord, as the case may be, of the following personal information which information will be used by the City to verify and ensure compliance by the Owner with the City’s strategy, policies and requirements with respect to the provision and administration of affordable housing within the municipality and for no other purpose, each month during the Tenant’s occupation of the Affordable Housing Unit:

- (i) a statement of gross annual income from all sources (including employment, disability, retirement, investment, and other) of all members of the Tenant’s household who are 18 years of age and over and who reside in the Affordable Housing Unit;
- (ii) number of occupants of the Affordable Housing Unit;
- (iii) number of occupants of the Affordable Housing Unit 18 years of age and under; and
- (iv) number of occupants of the Affordable Housing Unit 55 years of age and over.”

- (b) defines the term “Landlord” as the Owner of the Affordable Housing Unit; and
- (c) includes a provision requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement.

3.5 If the Owner sells or transfers the Affordable Housing Units (pursuant to section 3.3), the Owner will notify the City Solicitor of the sale or transfer within 3 days of the effective date of sale or transfer.

3.6 The Owner will not rent, lease, license or otherwise permit occupancy of any Affordable Housing Unit except to an Eligible Tenant and except in accordance with the following additional conditions:

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- (a) the Affordable Housing Unit will be used or occupied only pursuant to a Tenancy Agreement;
- (b) the monthly rent payable for the Affordable Housing Unit will not exceed the Permitted Rent applicable to that class of Affordable Housing Unit;
- (c) the Owner will allow the Tenant and any permitted occupant and visitor to have full access to and use and enjoy all on-site common indoor and outdoor amenity spaces that are available to the owners of the residential strata lots contained within the same building as the Affordable Housing Unit, including guest suites;
- (d) the Owner will not require the Tenant or any permitted occupant to pay any of the following:
  - (i) move-in/move-out fees,
  - (ii) strata fees,
  - (iii) strata property contingency reserve fees;
  - (iv) any fees and charges for the use of parking spaces assigned for the exclusive use of the Affordable Housing Unit;
  - (v) any fees and charges for the use of any common property, limited common property, or other common areas, facilities or amenities, including without limitation guest suites (except as set out in paragraph (x), below), parking, bicycle storage, electric vehicle charging stations or related facilities;
  - (vi) any fees and charge for the use of sanitary sewer, storm sewer, water; or
  - (vii) property or similar tax;

provided, however, that if the Affordable Housing Unit is a strata unit and the following costs are not part of strata or similar fees, the Owner may charge the Tenant the Owner's cost, if any, of:

- (viii) providing cable television, telephone, other telecommunications, or electricity fees (including electricity fees and charges associated with the Tenant's use of electrical vehicle charging infrastructure);
- (ix) installing electric vehicle charging infrastructure (in excess of that pre-installed by the Owner at the time of construction of the building), by or on behalf of the Tenant; and

- (x) security and fees for the use of guest suites (if any), provided that such charges are the same as payable by other residential occupants of the building in which the Affordable Housing Units are located;
- (e) subject to any contrary provisions in the *Residential Tenancy Act*, the Owner will include in the Tenancy Agreement a clause entitling the Owner to terminate the Tenancy Agreement if:
  - (i) an Affordable Housing Unit is occupied by a person or persons other than an Eligible Tenant;
  - (ii) the annual income of an Eligible Tenant rises above the applicable maximum amount specified in section 1.1(l) of this Agreement;
  - (iii) the Affordable Housing Unit is occupied by more than the number of people the City's building inspector determines can reside in the Affordable Housing Unit given the number and size of bedrooms in the Affordable Housing Unit and in light of any relevant standards set by the City in any bylaws of the City;
  - (iv) the Affordable Housing Unit remains vacant for three consecutive months or longer, notwithstanding the timely payment of rent; or
  - (v) the Tenant subleases the Affordable Housing Unit or assigns the Tenancy Agreement in whole or in part,

and in the case of each breach, the Owner hereby agrees with the City to forthwith provide to the Tenant a notice of termination. Except for paragraph (e)(ii), above [*Termination of Tenancy Agreement if Annual Income of Tenant rises above amount prescribed in section 1.1(l) of this Agreement*], the notice of termination will provide that the termination of the tenancy will be effective two months following the date of the notice of termination. In respect to paragraph (e)(ii), above, termination will be effective on the day that is six months following the date that the Owner provided the notice of termination to the Tenant;

- (f) the Tenancy Agreement will identify all occupants of the Affordable Housing Unit and will stipulate that anyone not identified in the Tenancy Agreement will be prohibited from residing at the Affordable Housing Unit for more than 30 consecutive days or more than 45 days total in any calendar year; and
  - (g) the Owner will forthwith deliver a certified true copy of the Tenancy Agreement to the City upon demand.
- 3.7 The Owner will not impose any age-based restrictions on Tenants of Affordable Housing Units.

- 3.8 The Owner will include in the Tenancy Agreement a clause requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement. This requirement will not lessen the Owner's obligations under this Agreement, or be deemed a delegation of the Owner's obligations under this Agreement.
- 3.9 The Owner will attach a copy of this Agreement to every Tenancy Agreement.
- 3.10 If the Owner has terminated the Tenancy Agreement, then the Owner will use commercially reasonable efforts to cause the Tenant and all other persons that may be in occupation of the Affordable Housing Unit, as applicable, to vacate the Affordable Housing Unit on or before the effective date of termination.

#### **ARTICLE 4**

#### **DEMOLITION OF AFFORDABLE HOUSING UNIT**

- 4.1 The Owner will not demolish an Affordable Housing Unit unless:
- (a) the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that it is no longer reasonable or practical to repair or replace any structural component of the Affordable Housing Unit, and the Owner has delivered to the City a copy of the engineer's or architect's report; or
  - (b) the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that the Affordable Housing Unit is damaged or destroyed, to the extent of 40% or more of its value above its foundations,

and, in each case, a demolition permit for the Affordable Housing Unit, as applicable, has been issued by the City and the Affordable Housing Unit, as applicable, has been demolished under that permit.

Following demolition, the Owner will use and occupy any replacement Dwelling Unit in compliance with this Agreement and the Housing Covenant both of which will apply to any replacement Dwelling Unit to the same extent and in the same manner as those agreements apply to the original Dwelling Unit, and the Dwelling Unit must be approved by the City as an Affordable Housing Unit in accordance with this Agreement.

#### **ARTICLE 5**

#### **STRATA CORPORATION BYLAWS**

- 5.1 This Agreement will be binding upon all strata corporations created upon the strata title Subdivision of the Lands or any Subdivided parcel of the Lands.
- 5.2 Any strata corporation bylaw which prevents, restricts or abridges the right to use the Affordable Housing Units as affordable rental accommodation, imposes age-based

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restrictions on Tenants of Affordable Housing Units, or is otherwise inconsistent with this Agreement, will have no force and effect.

- 5.3 No strata corporation will pass any bylaws preventing, restricting or abridging the use of the Affordable Housing Units as affordable rental accommodation in accordance with this Agreement.
- 5.4 No strata corporation will pass any bylaw or approve any levies which would result in only the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit (and not include all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units) paying any extra charges or fees for the use of any common property, limited common property or other common areas, facilities, or indoor or outdoor amenities of the strata corporation contrary to section 3.6(d).
- 5.5 No strata corporation will pass any bylaws or approve any levies, charges or fees which would result in the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit paying for the use of parking, bicycle storage, electric vehicle charging stations or related facilities contrary to section 3.6(d). Notwithstanding the foregoing, the strata corporation may levy parking, bicycle storage, electric vehicle charging stations or other related facilities charges or fees on all the other owners, tenants, any other permitted occupants or visitors of all the strata lots in the applicable strata plan which are not Affordable Housing Units.
- 5.6 The strata corporation will not pass any bylaw or make any rule which would restrict the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit from using and enjoying any common property, limited common property or other common areas, facilities or amenities of the strata corporation, including parking, bicycle storage, electric vehicle charging stations or related facilities, except on the same basis that governs the use and enjoyment of these facilities by all the owners, tenants, or any other permitted occupants of all the strata lots in the same strata plan as the Affordable Housing Unit.

## ARTICLE 6 DEFAULT AND REMEDIES

- 6.1 The Owner agrees that, in addition to any other remedies available to the City under this Agreement or the Housing Covenant or at law or in equity, if:
  - (a) an Affordable Housing Unit is used or occupied in breach of this Agreement or rented at a rate in excess of the Permitted Rent; or
  - (b) the Owner is otherwise in breach of any of its obligations under this Agreement or the Housing Covenant,

then the Owner will pay the Daily Amount to the City for every day that the breach continues after ten days written notice from the City to the Owner stating the particulars

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of the breach. For greater certainty, the City is not entitled to give written notice with respect to any breach of the Agreement until any applicable cure period, if any, has expired. The Daily Amount is due and payable five business days following receipt by the Owner of an invoice from the City for the same.

- 6.2 The Owner acknowledges and agrees that a default by the Owner of any of its promises, covenants, representations or warranties set-out in the Housing Covenant will also constitute a default under this Agreement.

## ARTICLE 7 MISCELLANEOUS

### 7.1 Housing Agreement

The Owner acknowledges and agrees that:

- (a) this Agreement includes a housing agreement entered into under section 483 of the *Local Government Act*;
- (b) where an Affordable Housing Unit is a separate legal parcel the City may file notice of this Agreement in the LTO against the title to the Affordable Housing Unit and, in the case of a strata corporation, may note this Agreement on the index of the common property of the strata corporation stored in the LTO and on title to all strata lots in the Development (including Affordable Housing Units and non-Affordable Housing Units);
- (c) where the Lands have not yet been Subdivided to create the separate parcels to be charged by this Agreement, the City may file a notice of this Agreement in the LTO against the title to the Lands;
- (d) if the Lands are Subdivided pursuant to the *Land Title Act* (including standard and air space parcels), this Agreement will secure only the legal parcels which contain the Affordable Housing Units. The City will partially discharge this Agreement accordingly, provided however that:
  - (i) the City has no obligation to execute such discharge until a written request therefor from the Owners is received by the City, which request includes the registrable form of discharge;
  - (ii) the cost of the preparation of the aforesaid discharge, and the cost of registration of the same in the Land Title Office is paid by the Owners;
  - (iii) the City has a reasonable time within which to execute the discharge and return the same to the Owners for registration; and
  - (iv) the Owners acknowledge that such discharge is without prejudice to the indemnity and release set forth in Section 7.5.

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Notwithstanding a partial discharge of this Agreement, this Agreement will be and remain in full force and effect and, but for the partial discharge, otherwise unamended;

- (e) if the Lands, or a portion of the Lands, containing the Affordable Housing Units is Subdivided pursuant to the *Strata Property Act*, this Agreement will remain noted on the common property sheet of the strata corporation stored in the LTO and on title to all strata lots which are Affordable Housing Units; and
- (f) if the Lands, or a portion of the Lands, containing the Affordable Housing Units is Subdivided in any manner not contemplated in paragraph (d) or (e), this Agreement will remain on title to interests into which the Lands are subdivided.

## **7.2 No Compensation**

The Owner acknowledges and agrees that no compensation is payable, and the Owner is not entitled to and will not claim any compensation from the City, for any decrease in the market value of the Lands or for any obligations on the part of the Owner and its successors in title which at any time may result directly or indirectly from the operation of this Agreement.

## **7.3 Modification**

This Agreement may be modified or amended from time to time, by consent of the Owner and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City and the Owner.

## **7.4 Management**

The Owner will furnish good and efficient management of the Affordable Housing Units and will permit representatives of the City to inspect the Affordable Housing Units at any reasonable time, subject to the notice provisions in the *Residential Tenancy Act*. The Owner further covenants and agrees that it will maintain the Affordable Housing Units in a good state of repair and fit for habitation and will comply with all laws, including health and safety standards applicable to the Lands. At the request of the City, the Owner will, at the Owner's expense, hire a person or company with the skill and expertise to manage the Affordable Housing Units.

## **7.5 Indemnity**

The Owner will indemnify and save harmless the City and each of its elected officials, officers, directors, and agents, and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, actions, loss, damage, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:

- (a) any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;
- (b) the City refusing to issue a development permit, building permit or refusing to permit occupancy of any building, or any portion thereof, constructed on the Lands;
- (c) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Affordable Housing Unit or the enforcement of any Tenancy Agreement; and/or
- (d) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

#### **7.6 Release**

The Owner hereby releases and forever discharges the City and each of its elected officials, officers, directors, and agents, and its and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for the:

- (a) construction, maintenance, repair, ownership, lease, license, operation or management of the Lands or any Affordable Housing Unit under this Agreement;
- (b) the City refusing to issue a development permit, building permit or refusing to permit occupancy of any building, or any portion thereof, constructed on the Lands; and/or
- (c) the exercise by the City of any of its rights under this Agreement or an enactment.

#### **7.7 Survival**

The obligations of the Owner set out in this Agreement will survive termination or discharge of this Agreement.

#### **7.8 Priority**

The Owner will do everything necessary, at the Owner's expense, to ensure that this Agreement, if required by the City Solicitor, will be noted against title to the Lands in priority to all financial charges and encumbrances which may have been registered or are pending registration against title to the Lands save and except those specifically approved in advance in writing by the City Solicitor or in favour of the City, and that a notice under section 483(5) of the *Local Government Act* will be filed on the title to the Lands.

#### **7.9 City's Powers Unaffected**

This Agreement does not:

- (a) affect or limit the discretion, rights, duties or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Lands;
- (b) impose on the City any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;
- (c) affect or limit any enactment relating to the use or subdivision of the Lands; or
- (d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.

#### **7.10 Agreement for Benefit of City Only**

The Owner and the City agree that:

- (a) this Agreement is entered into only for the benefit of the City;
- (b) this Agreement is not intended to protect the interests of the Owner, any Tenant, or any future owner, lessee, occupier or user of the Lands or the building or any portion thereof, including any Affordable Housing Unit; and
- (c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.

#### **7.11 No Public Law Duty**

Where the City is required or permitted by this Agreement to form an opinion, exercise a discretion, express satisfaction, make a determination or give its consent, the Owner agrees that the City is under no public law duty of fairness or natural justice in that regard and agrees that the City may do any of those things in the same manner as if it were a private party and not a public body.

#### **7.12 Notice**

Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered, to the postal address of the Owner set out in the records at the LTO, and in the case of the City addressed:

To: Clerk, City of Richmond  
6911 No. 3 Road  
Richmond, BC V6Y 2C1

And to: City Solicitor  
City of Richmond  
6911 No. 3 Road  
Richmond, BC V6Y 2C1

or to the most recent postal address provided in a written notice given by each of the parties to the other. Any notice which is delivered is to be considered to have been given on the first day after it is dispatched for delivery.

**7.13 Enuring Effect**

This Agreement will extend to and be binding upon and enure to the benefit of the parties hereto and their respective successors and permitted assigns.

**7.14 Severability**

If any provision of this Agreement is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.

**7.15 Waiver**

All remedies of the City will be cumulative and may be exercised by the City in any order or concurrently in case of any breach and each remedy may be exercised any number of times with respect to each breach. Waiver of or delay in the City exercising any or all remedies will not prevent the later exercise of any remedy for the same breach or any similar or different breach.

**7.16 Sole Agreement**

This Agreement, and any documents signed by the Owners contemplated by this Agreement (including, without limitation, the Housing Covenant), represent the whole agreement between the City and the Owner respecting the use and occupation of the Affordable Housing Units, and there are no warranties, representations, conditions or collateral agreements made by the City except as set forth in this Agreement. In the event of any conflict between this Agreement and the Housing Covenant, this Agreement will, to the extent necessary to resolve such conflict, prevail.

**7.17 Further Assurance**

Upon request by the City the Owner will forthwith do such acts and execute such documents as may be reasonably necessary in the opinion of the City to give effect to this Agreement.

**7.18 Covenant Runs with the Lands**

This Agreement burdens and runs with the Lands and every parcel into which it is Subdivided in perpetuity. All of the covenants and agreements contained in this Agreement are made by the Owner for itself, its personal administrators, successors and assigns, and all persons who after the date of this Agreement, acquire an interest in the Lands.

**7.19 Equitable Remedies**

The Owner acknowledges and agrees that damages would be an inadequate remedy for the City for any breach of this Agreement and that the public interest strongly favours specific performance, injunctive relief (mandatory or otherwise), or other equitable relief, as the only adequate remedy for a default under this Agreement.

**7.20 No Joint Venture**

Nothing in this Agreement will constitute the Owner as the agent, joint venturer, or partner of the City or give the Owner any authority to bind the City in any way.

**7.21 Applicable Law**

Unless the context otherwise requires, the laws of British Columbia (including, without limitation, the *Residential Tenancy Act*) will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia.

**7.22 Deed and Contract**

By executing and delivering this Agreement the Owner intends to create both a contract and a deed executed and delivered under seal.

**7.23 Joint and Several**

If the Owner is comprised of more than one person, firm or body corporate, then the covenants, agreements and obligations of the Owner will be joint and several.


**7.23 Limitation on Owner's Obligations**

The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered owner of the Lands provided however that notwithstanding that the Owner

is no longer the registered owner of the Lands, the Owner will remain liable for breaches of this Agreement that occurred while the Owner was the registered owner of the Lands.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

**ONNI 7811 ALDERBRIDGE DEVELOPMENT LIMITED PARTNERSHIP,**  
by its general partner  
**ONNI DEVELOPMENT (7811 ALDERBRIDGE) CORP.,**  
by its authorized signatory(ies):

Per:   
Name: **Rossano De Cotiis**

Per: \_\_\_\_\_  
Name: \_\_\_\_\_

**ONNI 7811 ALDERBRIDGE HOLDING CORP.,**  
by its authorized signatory(ies):

Per:   
Name: **Rossano De Cotiis**

Per: \_\_\_\_\_  
Name: \_\_\_\_\_

[signature block by City of Richmond follows]  
**CITY OF RICHMOND**  
by its authorized signatory(ies):

Per: \_\_\_\_\_  
Malcolm D. Brodie, Mayor

Per: \_\_\_\_\_  
Claudia Jesson, Corporate Officer

CITY OF RICHMOND
APPROVED for content by originating dept.
APPROVED for legality by Solicitor
DATE OF COUNCIL APPROVAL



## Schedule A to Housing Agreement

## STATUTORY DECLARATION

(Affordable Housing Units)

	)	IN THE MATTER OF Unit Nos. _____ - _____
	)	(collectively, the "Affordable Housing Units") located
CANADA	)	at
	)	_____
PROVINCE OF BRITISH	)	(street address), British Columbia, and Housing
COLUMBIA	)	Agreement dated _____, 20____ (the
TO WIT:	)	"Housing Agreement") between
	)	_____ and
	)	the City of Richmond (the "City")

I, \_\_\_\_\_ (full name),  
of \_\_\_\_\_ (address) in the Province  
of British Columbia, DO SOLEMNLY DECLARE that:

1. ☐ I am the registered owner (the "Owner") of the Affordable Housing Units;  
or,  
☐ I am a director, officer, or an authorized signatory of the Owner and I have personal knowledge of the matters set out herein;
2. This declaration is made pursuant to the terms of the Housing Agreement in respect of the Affordable Housing Units for each of the 12 months for the period from January 1, 20\_\_\_\_ to December 31, 20\_\_\_\_ (the "Period");
3. To the best of my knowledge, continuously throughout the Period:
  - a) the Affordable Housing Units, if occupied, were occupied only by Eligible Tenants (as defined in the Housing Agreement); and
  - b) the Owner of the Affordable Housing Units complied with the Owner's obligations under the Housing Agreement and any housing covenant(s) registered against title to

{00572037; 8 }

Housing Agreement (Section 483 Local Government Act)  
7791 and 7811 Alderbridge Way  
Application No. RZ 17-765420, Bylaw 9867  
Rezoning Consideration No. 17

DECLARED BEFORE ME at \_\_\_\_\_ )  
\_\_\_\_\_ in the )  
Province of British Columbia, Canada, this )  
\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_ )  
\_\_\_\_\_  
\_\_\_\_\_  
A Notary Public and a Commissioner for )  
taking Affidavits in and for the Province of )  
British Columbia )

(Signature of Declarant)  
Name:

**CNCL - 394**

**APPENDIX A (to Statutory Declaration)**  
**Information Table**

Development Name, Address, Property Manager, Phone #, E-mail															
Unit #	Unit Type	# of Occupants	Related to Owner	# of Occupants 18 Years and Under	# of Occupants 55 Years and Over	Before-Tax Employment Income (if Tenant is 18+ Years)	Other Income (if Tenant is 18+ Years)	Income Verification Received	Before-Tax (Gross) Income of all Tenants	Monthly Rent	Planned % Rent Increase in the Next Year	Parking Fees	Move-In/Move-out Fees	Storage Fees	Amenity Usage Fees
1															
2															
3															
4															
5															

Document Number: 5950485 Version: 1

{00572037; 8 }

*Housing Agreement (Section 483 Local Government Act)*  
 7791 and 7811 Alderbridge Way  
 Application No. RZ 17-765420, Bylaw 9867  
 Rezoning Consideration No. 17

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**CNCL - 395**



# City of Richmond

## Bylaw 10090

### Housing Agreement (7811 Alderbridge Way) Bylaw No. 10090

The Council of the City of Richmond enacts as follows:

1. The Mayor and City Clerk for the City of Richmond are authorized to execute and deliver a housing agreement, substantially in the form set out as Schedule A to this Bylaw, with the owner of the lands legally described as:

PID: NPA                      Lot 1, Section 5, Block 4, North Range 6 West and Section 32,  
Block 5, North Range 6 West, Plan EPP91427

2. This Bylaw is cited as **Housing Agreement (7811 Alderbridge Way) Bylaw No. 10090.**

FIRST READING

SECOND READING

THIRD READING

ADOPTED

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CITY OF RICHMOND
APPROVED for content by originating dept. <i>BD</i>
APPROVED for legality by Solicitor <i>[Signature]</i>

\_\_\_\_\_  
MAYOR

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



**Parking (Off-Street) Regulation Bylaw No. 7403  
Amendment Bylaw No. 9923**

The Council of the City of Richmond enacts as follows:

1. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended by deleting the text in subsection 1.1(b) and replacing it with “**City EV parking stalls**”.
2. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended by adding the following as a new section 3.5:

**“3.5 City EV Parking Stalls**

- 3.5.1 A person must not **stop, stand or park a vehicle**, other than an **electric vehicle**, in a **City EV parking stall**
- 3.5.2 A person may only **park an electric vehicle** in any of the **City EV parking stalls** for the duration of a **charging session**, and must pay the applicable parking rates to the **City** through the **EV Supply Equipment** payment system.
- 3.5.3 The parking rates payable for **parking** and charging an **electric vehicle** in a **City EV parking stall** are set out in the **City’s Consolidated Fees Bylaw No. 8636**.”.

3. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended at Section 8.1 – “[Interpretation]” by inserting the following definitions in alphabetical order:

**“Charging Session** means the period of time an **electric vehicle** is connected to the **EV supply equipment**, commencing once the **owner** or occupant of the **electric vehicle** has authorized payment of the **City’s** applicable parking rates through the **EV supply equipment** payment system, and terminating once the **elector** is no longer connected to the **EV supply equipment**.

**City EV Parking Stall** means an **EV parking stall** located on land owned, leased, or licensed by the **City**, and/or fitted with **EV supply equipment** owned or leased by the **City**.

**Electric Vehicle** means a **vehicle** that uses electricity for propulsion, and that can use an external source of electricity to charge the **vehicle’s** batteries.

**EV Supply Equipment**

means a complete assembly consisting of conductors, connectors, devices, apparatus, and fittings installed specifically for the purpose of power transfer and information exchange between a branch electric circuit and an **electric vehicle**, including the ability to collect authorized payments of the applicable parking rates.

**EV Parking Stall**

means a **parking stall** or portion of a **street** marked as "EV Only" and featuring **EV supply equipment** capable of providing charging services to an **electric vehicle**."

4. This Bylaw is cited as "**Parking (Off-Street) Regulation Bylaw No. 7403, Amendment Bylaw No. 9923**".

FIRST READING

SECOND READING

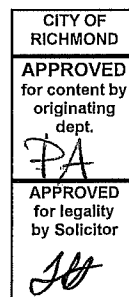
THIRD READING

ADOPTED

DEC 18 2019

DEC 18 2019

DEC 18 2019

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



**Traffic Bylaw No. 5870  
Amendment Bylaw No. 9924**

The Council of the City of Richmond enacts as follows:

1. **Traffic Bylaw No. 5870**, as amended, is further amended at Section 1 – “[Interpretation]” by inserting the following definitions in alphabetical order:

**“Charging Session** means the period of time an **electric vehicle** is connected to the **EV supply equipment**, commencing once the **owner** or occupant of the **electric vehicle** has authorized payment of the **City’s** applicable parking rates through the **EV supply equipment** payment system, and terminating once the **electric vehicle** is no longer connected to the **EV supply equipment**.

**City EV Parking Stall** means an **EV parking stall** located on land owned, leased, or licensed by the **City**, including **road**, and/or fitted with **EV supply equipment** owned or leased by the **City**.

**Electric Vehicle** means a **vehicle** that uses electricity for propulsion, and that can use an external source of electricity to charge the **vehicle’s** batteries.

**EV Supply Equipment** means a complete assembly consisting of conductors, connectors, devices, apparatus, and fittings installed specifically for the purpose of power transfer and information exchange between a branch electric circuit and an **electric vehicle**, including the ability to collect authorized payments of the applicable parking rates.

**EV Parking Stall** means a parking stall or portion of a **street** marked as “EV Only” and featuring **EV supply equipment** capable of providing charging services to an **electric vehicle**.”

2. **Traffic Bylaw No. 5870**, as amended, is further amended at Section 12 – “[Parking and Stopping of Vehicles]” by deleting subsection 12.4(n) and replacing it with the following:

“(n) other than an **electric vehicle**, in an **EV parking stall**;”



3. **Traffic Bylaw No. 5870**, as amended, is further amended by inserting the following as new section 12D:

**“12D. Electric Vehicle Parking**

12D.1 The **City** may designate any **street** or part of the **street** for the reserved **parking** only of **electric vehicles** by posting on the **street** signs indicating a prohibition on **parking** except for an **electric vehicle** in the **City EV parking stalls**.

12D.2 A person may **park** an **electric vehicle** in any **City EV parking stall** under the following conditions:

(a) a **charging session**, for which the person pays the applicable user fees to the **City** through **EV supply equipment** payment system, has been initiated and is continuing; and

(b) the **electric vehicle** complies with all other **parking** restrictions that apply in that area.

12D.3 The general allocation of **City EV parking stalls** on the **street** will be based on a first-come, first-served basis.

12D.4 The user fee for **parking** in a **City EV parking stall** during a **charging session** are set out in the **City’s Consolidated Fees Bylaw No. 8636**.”

4. This Bylaw is cited as “**Traffic Bylaw No. 5870, Amendment Bylaw No. 9924**”.

FIRST READING

DEC 18 2019

SECOND READING

DEC 18 2019

THIRD READING

DEC 18 2019

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept. PA
APPROVED for legality by Solicitor JGA

\_\_\_\_\_  
MAYOR

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CORPORATE OFFICER



**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122,  
Amendment Bylaw No. 9925**

The Council of the City of Richmond enacts as follows:

1. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended by adding the table in Schedule A attached to and forming part of this Bylaw in Section number order to Schedule – Parking (Off-Street) Regulation Bylaw No. 7403 (2002).
2. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended by adding the table in Schedule B attached to and forming part of this Bylaw in Section number order to Schedule – Traffic Bylaw No. 5870 (1992).
3. This Bylaw is cited as “**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9925**”.

FIRST READING

SECOND READING

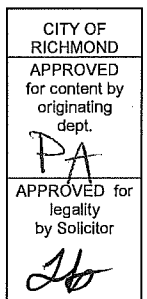
THIRD READING

ADOPTED

DEC 18 2019

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MAYOR

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

**SCHEDULE A to BYLAW NO. 9925**

<b>Schedule - Parking (Off-Street) Regulation Bylaw No. 7403 (2002)</b>								
<b>Designated Bylaw Contraventions and Corresponding Penalties</b>								
A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount	
Parking (OffStreet) Regulation Bylaw No. 7403 (2002)	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a	
	Parking in a City EV parking stall, other than an EV Vehicle	3.5.1	No	\$ 75.00	\$ 65.00	\$ 110.00	n/a	
	Parking in a City EV parking stall when not engaged in a charging session (incl. payment of parking rates)	3.5.2	No	\$ 75.00	\$ 65.00	\$ 110.00	n/a	

**SCHEDULE B to BYLAW NO. 9925**

<b>Schedule - Traffic Bylaw No. 5870 (1992)</b> <b>Designated Bylaw Contraventions and Corresponding Penalties</b>							
A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Traffic Bylaw No. 5870 (1992)	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
	Parking in a City EV parking space, other than an EV Vehicle	12.4(n)	No	\$ 75.00	\$ 65.00	\$ 110.00	n/a
	Parking in a City EV parking stall when not engaged in a charging session (incl. payment of user fees)	12D.2(a)	No	\$ 75.00	\$ 65.00	\$ 110.00	n/a



**CONSOLIDATED FEES BYLAW NO. 8636,  
AMENDMENT BYLAW NO. 9926**

The Council of the City of Richmond enacts as follows:

1. The **Consolidated Fees Bylaw No. 8636**, as amended, is further amended by adding Schedule A attached to and forming part of this bylaw to "SCHEDULE – PARKING (OFF-STREET) REGULATION" to Consolidated Fees Bylaw No. 8636.
2. The **Consolidated Fees Bylaw No. 8636**, as amended, is further amended by adding Schedule B attached to and forming part of this bylaw to "SCHEDULE – USE OF CITY STREETS" to Consolidated Fees Bylaw No. 8636.
3. This Bylaw is cited as "**Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9926**".

FIRST READING

DEC 18 2019

SECOND READING

DEC 18 2019

THIRD READING

DEC 18 2019

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept. <i>PA</i>
APPROVED for legality by Solicitor <i>JS</i>

\_\_\_\_\_  
MAYOR

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

**PARKING (OFF-STREET) REGULATION Bylaw No. 7403****EV Charging – City EV Parking Stall User Fees**

## Section 3.5.3

<b>Description</b>	<b>Fee</b>
<u>Charging Level of EV Supply Equipment</u>	<i>Per minute</i>
Level 2 – 3.1kW to 9.6kW Charging Session Parking Rate	Initial 2 hrs: \$0.0333/min (\$2.00/hr) After 2 hrs: \$0.08325/min (\$5.00/hr)
Level 3 – 25kW Charging Session Parking Rate	\$0.1333/min (\$8.00/hr)
Level 3 – 50kW Charging Session Parking Rate	\$0.2666/min (\$16.00/hr)

**SCHEDULE – USE OF CITY STREETS****Traffic Bylaw No. 5870****EV Charging – City EV Parking Stall User Fees****Section 12D.4**

<b>Description</b>	<b>Fee</b>
<u>Charging Level of EV Supply Equipment</u>	<i>Per minute</i>
Level 2 – 3.1kW to 9.6kW Charging Session User Fees	Initial 2 hrs: \$0.0333/min (\$2.00/hr) After 2 hrs: \$0.08325/min (\$5.00/hr)
Level 3 – 25kW Charging Session User Fees	\$0.1333/min (\$8.00/hr)
Level 3 – 50kW Charging Session User Fees	\$0.2666/min (\$16.00/hr)





**Business Licence Bylaw No. 7360,  
Amendment Bylaw No. 10067**

The Council of the City of Richmond enacts as follows:

1. **Business Licence Bylaw No. 7360**, as amended, is further amended by inserting the following as new Section 2.5:

**“2.5 Short Term Boarding and Lodging**

2.5.1 Every **short term boarding and lodging applicant** must at the time of application:

- (a) certify that they reside in the premises as their **principal residence** and provide proof that the premises are the **applicant's principal residence**. To demonstrate that the premises is their **principal residence**, an **applicant** must be able to produce copies of the **applicant's** government issued picture identification showing the **applicant's** address as the premises, and copies of either one or both of the following:
  - (i) a tax assessment for the current year for the lot upon which the premises are constructed showing the **applicant** as payor, or
  - (ii) a utility bill (electricity, district energy, gas, internet, cable or telephone) issued within the previous 3 months for the premises showing the **applicant** as payor, or
  - (iii) such other evidence as required by the **City** from time to time;
- (b) provide proof that the **registered owner(s)** of the premises has consented to the use of the premises for **short term boarding and lodging** by providing one of the following, as applicable:
  - (i) if the **applicant** is an **individual registered owner**, a copy of legal title to the premises showing the **applicant** as an **individual registered owner**, or
  - (i) if the **applicant** is a director of the **corporate registered owner** of the premises, a copy of legal title to the premises showing the **corporate registered owner** as owner, and a copy of a corporate search showing the **applicant** as a director of the **corporate registered owner**, or

- (ii) if the **applicant** is not the **registered owner** of the premises, a copy of legal title to the premises identifying the **registered owner** and a declaration from the **registered owner** of the premises certifying that use of the premises as for **short term boarding and lodging** by the **applicant** is permitted;
- (c) if the premises are a strata lot, provide proof that the use of the premises for **short term boarding and lodging** is permitted by the applicable strata bylaws by providing a letter from the applicable strata council acknowledging that the use of the premises as for **short term boarding and lodging** by the **applicant** is permitted; and
- (d) pay the required annual boarding and lodging licence fee specified in the Consolidated Fee Bylaw No. 8636 for the Short Term Boarding and Lodging Use category of this bylaw.

2.5.2 Notwithstanding the forgoing, the provision of section 2.5.1 above do not apply where the **short term boarding and lodging** is provided on a not-for profit basis (for example cultural exchanges and sports hosting) by a person where the premises is their **primary residence**.”.

2. **Business Licence Bylaw No. 7360**, as amended, is further amended at Part 3 by adding the following as a new Section 3.7B following the Section 3.7A:

“**3.7B BOARDING AND LODGING USE CATEGORY** means the use of premises or facilities for **Boarding and Lodging**, as permitted by this bylaw, the **Business Regulation Bylaw**, and the **Zoning Bylaw**.”.

3. **Business Licence Bylaw No. 7360**, as amended, is further amended at Section 7.1 by adding the following as the definition of “**boarding and lodging**” in alphabetical order:

“**Boarding and Lodging** means boarding and lodging as defined in the **City’s zoning bylaw**.”.

4. **Business Licence Bylaw No. 7360**, as amended, is further amended at Section 7.1 by adding the following as the definition of “**short term boarding and lodging**” in alphabetical order:

“**Short Term Boarding and Lodging** means **boarding and lodging**, where the rental period is less than 30 days.”.

5. **Business Licence Bylaw No. 7360**, as amended, is further amended at Section 7.1 by adding the following as the definition of “**corporate registered owner** in alphabetical order:

“**Corporate Registered Owner** means with respect to land, any corporation who is the registered owner of an estate in fee simple.”.

6. **Business Licence Bylaw No. 7360**, as amended, is further amended at Section 7.1 by deleting the definition of “**individual registered owner**” and replacing it with the following:

“**Individual Registered Owner** means an individual registered owner as defined in the City’s zoning bylaw.”.

7. **Business Licence Bylaw No. 7360**, as amended, is further amended at Section 7.1 by adding the following as the definition of “**registered owner**” in alphabetical order:

“**Registered Owner** means an **individual registered owner** or a **corporate registered owner**.”.

8. This Bylaw is cited as “**Business Licence Bylaw No. 7360, Amendment Bylaw No. 10067**.”.

FIRST READING

NOV 25 2019

SECOND READING

NOV 25 2019

THIRD READING

NOV 25 2019

ADOPTED

\_\_\_\_\_  
MAYOR

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





**Business Regulation Bylaw No. 7538,  
Amendment Bylaw No. 10068**

The Council of the City of Richmond enacts as follows:

1. **Business Regulation Bylaw No. 7538**, as amended, is further amended by inserting the following as new Part Twenty-Three and renumbering the remaining sections:

**“PART TWENTY-THREE: BOARDING AND LODGING REGULATIONS**

- 23.1 Without first obtaining a **licence** for **short term boarding and lodging**, persons must not provide guests with **boarding and lodging** for rental periods of less than 30 days.
- 23.2 **Boarding and lodging** shall be subject to the following regulations:
  - 23.2.1 the premises must be the **operator’s principal residence**;
  - 23.2.2 the **operator** must be an **individual registered owner** of the premises, a director of a **corporate registered owner**, or have the permission of the **registered owner**;
  - 23.2.3 if the premises are a strata lot, the **operator** must have the permission of the applicable strata council;
  - 23.2.4 the **operator** must not provide **boarding and lodging** to more than 2 guests at any one time;
  - 23.2.5 the **operator** must not provide or install any equipment or facilities used for the preparation of food in any bedroom or sleeping unit used for guest accommodation;
  - 23.2.6 the **operator** must not **market** the **boarding and lodging** they are licenced to provide without including their **licence** number in a conspicuous place in any medium or material used to **market** the **boarding and lodging**; and
  - 23.2.6 notwithstanding Section 1.1 and 23.1 of this bylaw, **boarding and lodging** provided on a not-for-profit basis (for example cultural exchange or sport hosting) or for rental periods of 30 days or longer does not require a **licence**.”

2. **Business Regulation Bylaw No. 7538**, as amended, is further amended at Part Twenty-Two: Bed & Breakfast Establishment Regulations by adding the following as new subsection 22.2.6:

“22.2.6 the **operator** must not **market** the **residential rental accommodation** they are licenced to provide without including their **licence** number in a conspicuous place in any medium or material used to **market** the **residential rental accommodation**.”

3. **Business Regulation Bylaw No. 7538**, as amended, is further amended at Section 26.1 by:

- (a) adding the following as the definition of “**corporate registered owner**” in alphabetical order:

“**corporate registered owner** means a corporate registered owner as defined in the **Business Licence Bylaw**.”;

- (b) adding the following as the definition of “**market**” in alphabetical order:

“**market** means to offer for sale, promote, canvass, solicit, advertise, or facilitate **boarding and lodging** or **residential rental accommodation**, and includes placing, posting or erecting advertisements physically or online, but does not include the mere provision of a neutral space or location for such marketing in newspapers, bulletin boards, or online.”; and

- (a) adding the following as the definition of “**registered owner**” in alphabetical order:

“**registered owner** means a registered owner as defined in the **Business Licence Bylaw**.”; and

- (b) adding the following as the definition of “**short term boarding and lodging**” in alphabetical order:

“**short term boarding and lodging** means short term boarding and lodging as defined in the **Business Licence Bylaw**.”.

4. This Bylaw is cited as **"Business Regulation Bylaw No. 7538, Amendment Bylaw No. 10068"**.

FIRST READING

NOV 25 2019

SECOND READING

NOV 25 2019



THIRD READING

NOV 25 2019

ADOPTED

\_\_\_\_\_  
MAYOR

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

CITY OF RICHMOND
APPROVED for content by originating Division 
APPROVED for legality by Solicitor 



**Municipal Ticket Information Authorization Bylaw No. 7321,  
Amendment Bylaw No. 10069**

The Council of the City of Richmond enacts as follows:

1. **Municipal Ticket Information Authorization Bylaw No. 7321**, as amended, is further amended at Schedule B 3 by adding the following to Schedule B 3 in numerical order:

**SCHEDULE B 3**

**BUSINESS REGULATION BYLAW NO. 7538**

Column 1 Offence	Column 2 Section	Column 3 Fine
Marketing without displaying licence number	22.2.6	\$750
Boarding and lodging for less than 30 days without licence	23.1	\$1000
Premises not operator's principal residence	23.2.1	\$1000
Operator not registered owner of premises or not have registered owner's permission	23.2.2	\$1000
No Strata Permission	23.2.3	\$1000
Boarding and lodging provided to more than 2 guests	23.2.4	\$1000
Food preparation in room used for guest accommodation	23.2.5	\$250
Marketing without displaying licence number	23.2.6	\$750

2. This Bylaw is cited as "**Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 10069**".

FIRST READING

NOV 25 2019

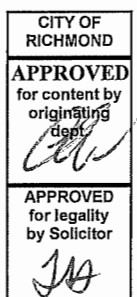
SECOND READING

NOV 25 2019

THIRD READING

NOV 25 2019

ADOPTED



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MAYOR

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





**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122,  
Amendment Bylaw No. 10070**

The Council of the City of Richmond enacts as follows:

1. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended at Part One – Application by adding the following to the list in Section 1.1 in alphabetical order:  
  
“Business Regulation Bylaw No. 7538, as amended;”.
2. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended by adding the content of the table in Schedule A attached to and forming part of this bylaw, as a new “Schedule – Business Regulation Bylaw No. 7538” in Bylaw No. 8122 in numerical order.
3. This Bylaw is cited as “**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10070**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

NOV 25 2019

NOV 25 2019

NOV 25 2019

CITY OF RICHMOND
APPROVED for content by originating Division 
APPROVED for legality by Solicitor 

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MAYOR

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

**SCHEDULE A to BYLAW NO. 10070**

<b>A1 Bylaw</b>	<b>A2 Description of Contravention</b>	<b>A3 Section</b>	<b>A4 Compliance Agreement Available</b>	<b>A5 Penalty</b>	<b>A6 Early Payment Option</b>	<b>A7 Late Payment Amount</b>	<b>A8 Compliance Agreement Discount</b>
<b>Business Regulation Bylaw No. 7538</b>	<b>Period of Time from Receipt (inclusive)</b>		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
	Rentals for less than 30 days without licence	22.1	No	\$450.00	\$400.00	\$500.00	n/a
	Premises not operator's principal residence	22.2.1	No	\$450.00	\$400.00	\$500.00	n/a
	Operator not registered owner of premises or family member	22.2.2	No	\$450.00	\$400.00	\$500.00	n/a
	No access to Guest Register	22.2.3	No	\$450.00	\$400.00	\$500.00	n/a
	Failure to maintain Fire Evacuation Plan	22.2.4	No	\$450.00	\$400.00	\$500.00	n/a
	Food preparation in room used for guest accommodation	22.2.5	No	\$125.00	\$100.00	\$150.00	n/a
	Marketing without displaying licence number	22.2.6	No	\$450.00	\$400.00	\$500.00	n/a
	Boarding and lodging for less than 30 days without licence	23.1	No	\$450.00	\$400.00	\$500.00	n/a
	Premises not operator's principal residence	23.2.1	No	\$450.00	\$400.00	\$500.00	n/a
	Operator not registered owner of premises or not have registered owner's permission	23.2.2	No	\$450.00	\$400.00	\$500.00	n/a
	No Strata Permission	23.2.3	No	\$450.00	\$400.00	\$500.00	n/a
	Boarding and lodging provided to more than 2 guests	23.2.4	No	\$450.00	\$400.00	\$500.00	n/a
	Food preparation in room used for guest accommodation	23.2.5	No	\$125.00	\$100.00	\$150.00	n/a
	Marketing without displaying licence number	23.2.6	No	\$450.00	\$400.00	\$500.00	n/a



**CONSOLIDATED FEES BYLAW NO. 8636,  
AMENDMENT BYLAW NO. 10089**

The Council of the City of Richmond enacts as follows:

1. The **Consolidated Fees Bylaw No. 8636**, as amended, is further amended by adding the Business Licence Bylaw No. 7360, Boarding and Lodging Use Table set out in Schedule A to this Bylaw following the Business Licence Bylaw No. 7360, Residential Use Table forming part of SCHEDULE – BUSINESS LICENCE to Consolidated Fees Bylaw No. 8636.
2. This Bylaw is cited as “**Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10089**”.

FIRST READING

NOV 25 2019

SECOND READING

NOV 25 2019

THIRD READING

NOV 25 2019

ADOPTED

\_\_\_\_\_  
MAYOR

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



**Business Licence Bylaw No. 7360**  
**Short Term Boarding and Lodging Use**

Description	Fee
Short Term Boarding and Lodging Business Licence	\$143.00



# City of Richmond

## Bylaw 10103

### Business Regulation Bylaw No. 7538, Amendment Bylaw No. 10103

The Council of the City of Richmond enacts as follows:

1. **Business Regulation Bylaw No. 7538**, as amended, is further amended by deleting Schedule A thereto and replacing it with Schedule A attached to this bylaw.
2. This Bylaw is cited as "**Business Regulation Bylaw No. 7538, Amendment Bylaw No. 10103**".

FIRST READING

DEC 09 2019

SECOND READING

DEC 09 2019

THIRD READING

DEC 09 2019

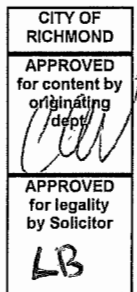
LEGAL REQUIREMENTS SATISFIED

DEC 12 2019 DEC 19 2019

ADOPTED

\_\_\_\_\_  
MAYOR

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



**SCHEDULE A to BYLAW No. 7538  
AMUSEMENT CENTRES**

<b>Civic Address</b>	<b>Civic Number</b>	<b>Original Bylaw Reference</b>
1. Alderbridge Way	7951 Unit 160	9798
2. Cambie Rd	8181 Unit 1000	9743
3. Entertainment Boulevard	14200 Unit 150	6810
4. Entertainment Boulevard	14211	6856
5. Garden City Rd	4731 Unit 140	6829
6. Hazelbridge Way	4151 Unit 3430	10103
7. No. 3 Road	3411 Unit 170	9191
8. No. 3 Road	3700	6044
9. No. 3 Road	4211	9961
10. No. 3 Road	4280 Unit 120	10029
11. No. 3 Road	4351 Unit 110	8546
12. No. 3 Road	4351 Unit 120	6833
13. No. 3 Road	4351 Unit 160	9639
14. No. 3 Road	4351 Unit 175	8474
15. No. 3 Road	4411 Unit 101	7316
16. No. 3 Road	4551 Unit 180	10103
17. No. 3 Road	5300	4540
18. No. 3 Road	5300 Unit 323	4540
19. Park Road	8160 Unit 105	9639
20. Sea Island Way	8555 Unit 120	9289
21. Viceroy Place	2100	7172
22. Westminster Highway	8260	6199

\*\*6631 Sidaway Road – exempted from Zoning Bylaw



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Richmond Heritage Commission Bylaw No. 7906  
Amendment Bylaw 10104

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

1. Richmond Heritage Commission Bylaw No. 7906 is amended by:

a) Deleting Section 5.2 and replacing it with the following:

“5.2 Each year, the **Commission** must:

(a) Present an annual report to **Council**, setting out its activities and accomplishment for the previous year, and include any financial statements which **Council** requires; and

(b) Present to **Council** for its approval, a work plan and budget for the year.”; and

b) Deleting the definition of “Commission” in Section 6.1 and replace it with the following:

“**Commission** means the Richmond Heritage Commission designated as a community heritage commission under section 597 of the *Local Government Act*.”;

c) Deleting the definition of “Community Heritage Commission” in Section 6.1 and replace it with the following:

“**Community Heritage Commission** means the Richmond Heritage Commission established under section 143 of the *Community Charter*.”;

d) Adding the following as new Part Six and renumbering the remaining Parts accordingly:

“**Part Six: Code of Conduct**

6.1 A conflict of interest exists if a **Commission** member is a director, member or employee of an organization seeking to benefit from the **City** or if the **Commission** member has a direct or indirect pecuniary (financial) interest in the outcome of **Commission** deliberations.

6.2 **Commission** members who have a conflict of interest with a topic being discussed shall declare that they have a conflict of interest, describe the nature of the conflict, leave the room prior to any discussions and shall refrain from voting on motions related to that topic.



- 6.3 **Commission** members are not permitted to directly or indirectly benefit from their participation on the **Commission** during their tenure and for a period of twelve (12) months following the completion of their term(s).
- 6.4 **Commission** members are expected to act in accordance with the **City's** Respectful Workplace Policy (Policy 6800), including being respectful towards other members.
- 6.5 **Commission** members must devote the necessary time and effort to prepare for meetings, arrive at meetings on time, and provide feedback in keeping with the **Commission** role and duties.
- 6.6 **Commission** members may not represent themselves as having any authority beyond that delegated in this Bylaw as approved by **Council**.
- 6.7 Items will be presented to the **Commission** if referred by **Council** or **City** staff and the standard process of communication is through **City** staff to **Council**. **Commission** members may communicate directly to **Council** or the media, if the **Commission** members identify themselves as an individual, and not as representatives of the **Commission**.
- 6.8 Any use of social media must, as with all other forms of communication, meet principles of integrity, professionalism and privacy.
- 6.9 Should a **Commission** member violate the Code of Conduct provisions in this Part 6 or act outside the Bylaw, the member may be removed from the **Commission**.”.
2. This Bylaw may be cited as “**Richmond Heritage Commission Bylaw No. 7906, Amendment Bylaw 10104**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

DEC 09 2019

DEC 09 2019

DEC 09 2019

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



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9702 (RZ 16-732500)  
7580 Ash Street**

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/E)"**.

That area shown as "BLOCK A" cross-hatched on "Schedule A attached to and forming part of Bylaw No. 9702".

2. 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 (ZS14) – South McLennan (City Centre)"**.

That area shown as "BLOCK B" cross-hatched on "Schedule A attached to and forming part of Bylaw No. 9702".

3. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9702"**.

FIRST READING

SEP 11 2017

A PUBLIC HEARING WAS HELD ON

OCT 16 2017

SECOND READING

OCT 16 2017

THIRD READING

OCT 16 2017

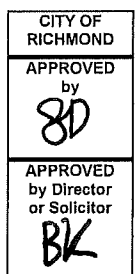
OTHER CONDITIONS SATISFIED

DEC 19 2019

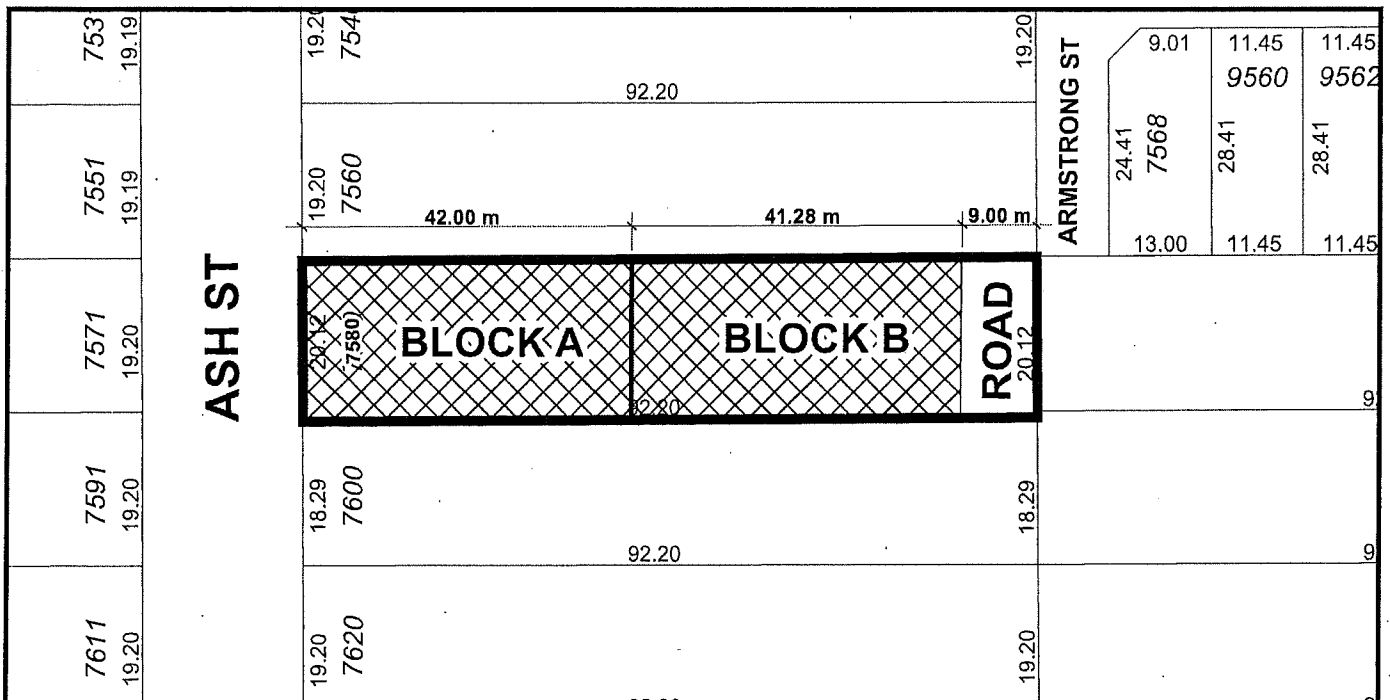
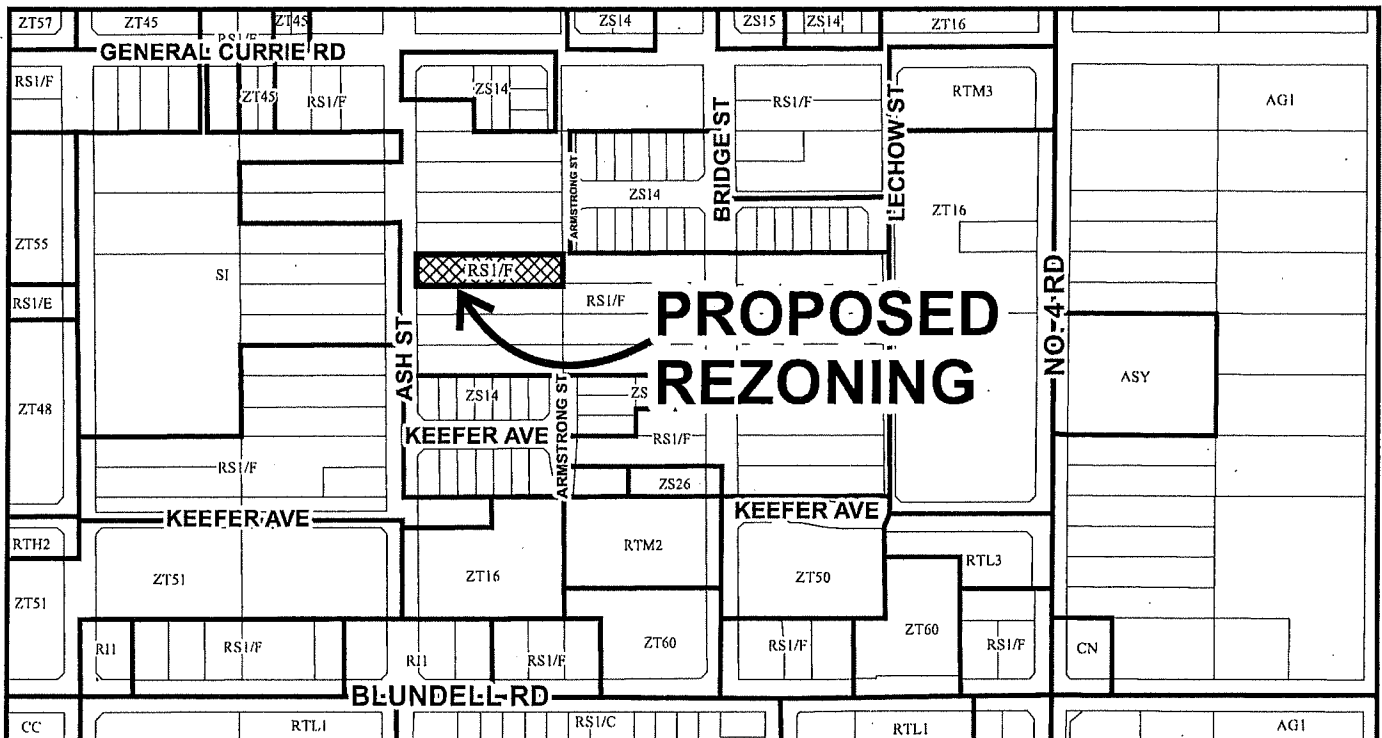
ADOPTED

\_\_\_\_\_  
MAYOR

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



City of  
Richmond



RZ 16-732500

~~CNCL - 423~~

Revision Date: 08/03/17

**Note: Dimensions are in METRES**



**Development Permit Panel  
Wednesday, December 11, 2019**

Time: 3:30 p.m.  
Place: Council Chambers  
Richmond City Hall  
Present: Joe Erceg, Chair  
Cecilia Achiam, General Manager, Community Safety  
Milton Chan, Acting Director, Engineering

The meeting was called to order at 3:30 p.m.

**Minutes**

It was moved and seconded

*That the minutes of the meeting of the Development Permit Panel held on November 26, 2019 be adopted.*

**CARRIED**

**1. DEVELOPMENT PERMIT 17-791045**  
(REDMS No. 6288179)

APPLICANT: BOLD Properties (Cooney) Limited Partnership

PROPERTY LOCATION: 6333 Cooney Road

INTENT OF PERMIT:

Permit the construction of a high-rise building containing approximately 83 dwelling units at 6333 Cooney Road on a site zoned “High Rise Apartment (ZHR8) Brighthouse Village”.

**Applicant's Comments**

Simon Ho, Norr Architects Planners, with the aid of a visual presentation (copy on file, City Clerk's Office), provided background information on the proposed development including the site context and layout, the project's design rationale, and building floor plans, highlighting the following:

- an interim City lane will be constructed along the south edge of the subject site that will provide vehicular and pedestrian access to the proposed development;

## **Development Permit Panel**

### **Wednesday, December 11, 2019**

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- 80 percent of the 83 residential units have two or more bedrooms;
- the penthouse units are typically larger and set back further than the majority of units in the building to minimize shadowing;
- an outdoor amenity space and indoor amenity room pavilion are located on the podium roof level;
- the building is sited as close as possible to the southwest corner of the site to minimize shadowing on adjacent developments and maximize sunlight exposure to the outdoor amenity area;
- the building is fairly articulated on all sides to break up the massing;
- the parkade wall will be screened to avoid light pollution from vehicles coming out from the parkade; and
- high quality materials are proposed for the building, including cementitious panel with metal trim.

David Stoyko, Connect Landscape Architecture, briefed the Panel on the main landscape features of the project, noting that (i) the proposed landscape design is integrated with the architecture of the building, (ii) climbing plants will help mitigate the blank parkade wall on the south side of the building, (iii) active and passive spaces are proposed for the outdoor amenity area including a children's play area for different age groups, (iv) a green roof is proposed on top of the indoor amenity room pavilion, and (v) the proposed planting palette will provide seasonal interest.

In addition, Mr. Ho advised that the developer and the project development team will undertake the following measures to address the neighbours' construction-related concerns: (i) assessing and documenting existing conditions by engineers prior to construction, (ii) monitoring impacts during construction stage, (iii) assessing and documenting impacts after completion of construction, and (iv) addressing construction related impacts.

In reply to queries from the Panel, Wayne Craig, Director, Development, noted that (i) there is no condition associated with the subject Development Permit application that will ensure that the applicant will undertake the proposed measures to address construction-related concerns; however, staff will work with the applicant to ensure that these will be undertaken, and (ii) the applicant had provided voluntary cash contributions for the City's Affordable Housing Strategy through previous rezoning applications and will be providing an additional voluntary contribution in the amount of \$100,000.

Discussion ensued with regard to the proposed play equipment in the outdoor amenity area and it was noted that (i) the proposed play equipment is not adequate for the family-oriented development, and (ii) the applicant should work with staff to review the proposed children's play area including the play equipment to be installed prior to the application moving forward for Council consideration.

## **Development Permit Panel**

### **Wednesday, December 11, 2019**

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#### **Gallery Comments**

Shenwei Wang, 8288 Saba Road, queried about the type of the foundation that will be used for the subject development and expressed concern regarding (i) the foundation of the building at 8288 Saba Road which had caused the building to tilt and damage the sidewalk, (ii) the sanitary sewer currently servicing the building at 8288 Saba Road appears to be exceeding its capacity, and (iii) potential shadowing, traffic and privacy impacts of the subject development on the neighbourhood.

In reply to the query and concerns expressed by the Mr. Wang, Mr. Ho noted that the project's geotechnical consultant will determine the appropriate foundation for the proposed development and ensure that it would not negatively impact neighbouring developments. In addition, Mr. Craig confirmed that (i) the applicant will be required to provide geotechnical reports as part of the Building Permit process, (ii) the existing sanitary sewer will be removed and a new sanitary sewer upgraded to current City standards will be installed, (ii) the proposed development complies with the City's tower separation guidelines, (iii) the siting of the proposed building at the southeast corner of the site would minimize shadowing on adjacent developments, and (iv) the project was reviewed by the City's Transportation Division with regard to the potential traffic that will be generated on the site.

#### **Correspondence**

Shenwei Wang, 8288 Saba Road (Schedule 1)

Mr. Craig noted that Mr. Wang and staff have exchanged a series of emails regarding Mr. Wang's queries and concerns, including the process to be followed for approval of a Development Permit application.

Andy Gao, GUD Group (on behalf of the owner of 6371 Cooney Road) (Schedule 2)

Mr. Craig noted that Mr. Gao, representing the owner of the property directly to the south of the proposed development, indicated support for the proposal.

#### **Panel Discussion**

The Panel expressed support for the application subject to (i) the applicant working with staff to review the design of the children's play area and proposed play equipment to ensure that these are adequate for a family-oriented development, and (ii) the applicant's proposed measures to address potential construction-related impacts to neighbouring developments be included as a condition for Building Permit issuance.

In addition, the Panel noted that the family-oriented project is well designed and expressed appreciation for the applicant's additional voluntary contribution to the Affordable Housing Fund.

**Development Permit Panel**  
**Wednesday, December 11, 2019**

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**Panel Decision**

It was moved and seconded

*That a Development Permit be issued which would permit the construction of a high-rise building containing approximately 83 dwelling units at 6333 Cooney Road on a site zoned "High Rise Apartment (ZHR8) Brighthouse Village".*

**CARRIED**

**2. DEVELOPMENT PERMIT 18-797785**

(REDMS No. 6342646)

APPLICANT: Sian Group Investments Inc.

PROPERTY LOCATION: 9680 Williams Road (formerly 9620, 9640, 9660 & 9680 Williams Road)

INTENT OF PERMIT:

Permit the construction of 28 townhouse units, including six affordable housing units, at 9680 Williams Road (formerly 9620, 9640, 9660 & 9680 Williams Road) on a site zoned "Medium Density Town Housing (ZT82) – Williams Road".

**Applicant's Comments**

Eric Law, Eric Law Architect, with the aid of a visual presentation (copy on file, City Clerk's Office) provided background information on the proposed development, noting that (i) six affordable housing units are proposed in the 28-unit townhouse project, (ii) two-storey rear units in duplex form are proposed to provide an appropriate interface with adjacent single-family homes, (iii) three-storey units are proposed along Williams Road, and (iv) the architecture, materials and colours of the proposed development are compatible with neighbouring developments.

Denitsa Dimitrova, PMG Landscape Architects, briefed the Panel on the main landscaping features of the project, noting that (i) the existing off-site Cherry tree at the northwest corner of the site will be retained and protected, (ii) each unit will be provided with a private yard with patio, lawn area and shade tree, (iii) the proposed play equipment for the children's play area provide different play opportunities for different age groups, and (iv) permeable pavers are proposed on certain areas of the site.

In reply to queries from the Panel, the project's design team noted that (i) the proposed children's play equipment include arch rock climber, crawl tube, and mini pod toad stool which provide active play opportunities for children, (ii) a seating area is provided close to the children's play area for parents and caregivers, (iii) the elevation of the subject site along the south property line is higher than the adjacent properties to the south by 0.5 to 0.7 meters, and (iv) there is an existing utility right-of-way along the south property line.



## Development Permit Panel

### Wednesday, December 11, 2019

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#### Staff Comments

Mr. Craig noted that (i) the proposed six affordable housing units will be subject to a housing agreement with the City, and (ii) there will be a Servicing Agreement associated with the project for frontage improvements along Williams Road and upgrades to the public walkway along the east property line.

#### Gallery Comments

None.

#### Correspondence

Pushpinder and Usha Chhibbar, 9831 Swansea Drive, Hofit Sabi, 9851 Swansea Drive, Jeff Kwai Chugg Lau and Ruby Oi Yee Kwok, 9871 Swansea Drive (Schedule 3)

Mr. Craig noted that neighbours to the south have expressed concerns regarding privacy and requested the installation of a hedge along the south property line of the subject site. He added that the a hedge cannot be installed along the south property line due to the existing utility right-of-way; however, the applicant is proposing to increase the height of the fence on top of the retaining wall to address the neighbours' privacy concern.

With regard to the neighbours' other concerns, Mr. Craig noted that (i) the applicant is willing to implement a pest management program prior to demolition of existing structures on the subject site, and (ii) the project developer will prepare a construction management program to address the neighbours' concerns regarding potential construction impacts.

In reply to a query from the Panel, Mr. Craig advised that no trees or hedges are allowed to be planted within the utility right-of-way along the south property line as these will potentially cause damage to the infrastructure.

#### Panel Decision

It was moved and seconded

***That a Development Permit be issued which would permit the construction of 28 townhouse units, including six affordable housing units, at 9680 Williams Road (formerly 9620, 9640, 9660 & 9680 Williams Road) on a site zoned "Medium Density Town Housing (ZT82) – Williams Road".***

**CARRIED**

### 3. DEVELOPMENT PERMIT 18-818671 (REDMS No. 5856972)

APPLICANT: Christopher Bozyk Architects Ltd.

PROPERTY LOCATION: 4693, 4720, 4740 Vanguard Road and Road Parcel Richmond  
Key 20909

**CNCL - 428**

5.

## **Development Permit Panel**

### **Wednesday, December 11, 2019**

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#### **INTENT OF PERMIT:**

1. Permit the construction of two industrial buildings on the consolidated parcel including 4693, 4720, 4740 Vanguard Road and Road Parcel Richmond Key 20909 on a site zoned “Industrial Retail (IR1)”; and
2. Vary the provisions of Richmond Zoning Bylaw 8500 to:
  - (a) Increase the maximum height for buildings from 12.0 m to 16.15 m; and
  - (b) Reduce the minimum vehicle manoeuvring aisle width from 7.5 m to 6.7 m.

#### **Applicant's Comments**

Christopher Bozyk, Christopher Bozyk Architects, Ltd., accompanied by Gordon Yeh, Alliance Partners, provided background information on the proposed development, noting that (i) the proposed height for the two buildings would allow more intensive use of the industrial space, (ii) the applicant has reduced the amount of glazing for the buildings in response to comments of staff and the Advisory Design Panel to enhance energy efficiency and sustainability, and mitigate the potential for bird strikes on the two buildings.

In reply to queries from the Panel, Mr. Bozyk and Mr. Yeh noted that (i) the two industrial buildings will provide stacked warehouse units, (ii) the two large freight elevators provided in each building can accommodate vehicles such as vans and forklifts, (iii) there is a large drive aisle on the second floor of the two buildings, (iv) an elevator for pedestrian use will be provided in each building, (v) each warehouse unit is approximately 3,000 square feet, and (vi) large loading spaces are provided on the site.

#### **Staff Comments**

Mr. Craig noted that (i) staff support the two proposed variances, (ii) the proposed height variance will allow for more intensive use of the site, (iii) the proposed variance for minimum vehicle manoeuvring aisle width has been reviewed and supported by Transportation staff and is consistent with similar variances granted to other projects, (iv) changes to the buildings' cladding materials have been made in response to ornithologist's recommendations to mitigate potential bird strikes, (v) green roofs and solar panels will be installed on the two buildings, (vi) 10 percent of the required parking stalls or seven parking stalls will be provided with Level 2 electric vehicle charging, and (vii) the applicant will provide a voluntary contribution to the City's Public Art Fund.

## **Development Permit Panel**

### **Wednesday, December 11, 2019**

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In reply to queries from the Panel, Mr. Craig noted that (i) historically, the neighbouring property to the north of the subject site has informal loading access to the subject site; however, an easement formalizing the arrangement is not in place or currently proposed by the applicant, (ii) the number of parking stalls proposed for the project exceeds the minimum requirement in the Zoning Bylaw, (iii) the neighbouring property to the north has the ability to provide on-site loading, and (iv) there will be a restrictive covenant registered on Title as a condition of Development Permit issuance to reinforce the site zoning and provide notification to future purchasers of strata lots with regard to the zoning of the property.

#### **Panel Discussion**

The Panel expressed support for the project, particularly the design of the two buildings, the loading scheme, servicing of upper levels of the buildings, and the project's sustainability features.

#### **Gallery Comments**

None.

#### **Correspondence**

None.

#### **Panel Decision**

It was moved and seconded

*That a Development Permit be issued which would:*

1. *permit the construction of two industrial buildings on the consolidated parcel including 4693, 4720, 4740 Vanguard Road and Road Parcel Richmond Key 20909 on a site zoned "Industrial Retail (IR1)"; and*
2. *vary the provisions of Richmond Zoning Bylaw 8500 to:*
  - (a) *increase the maximum height for buildings from 12.0 m to 16.15 m; and*
  - (b) *reduce the minimum vehicle manoeuvring aisle width from 7.5 m to 6.7 m.*

**CARRIED**

**Development Permit Panel**  
**Wednesday, December 11, 2019**

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**4. GENERAL COMPLIANCE – REQUEST BY GBL ARCHITECTS FOR A GENERAL COMPLIANCE RULING AT 6340 NO. 3 ROAD**

(File Ref. No.: DP 18-822743) (REDMS No. 6337388)

APPLICANT: GBL Architects

PROPERTY LOCATION: 6340 No. 3 Road

**INTENT OF APPLICATION:**

Consider the attached plans to apply a public art element to the glazing of the southwest corner of the project facing No. 3 Road and Cook Road, to change the glazing on the second floor west and south elevations of the office building facing No. 3 Road and Cook Road, and include painted design elements on the east elevation of the parkade podium wall facing the lane/pedestrian mews to be in General Compliance with Development Permit (DP 18-822743).

**Applicant's Comments**

Zora Katic, GBL Architects, accompanied by Katya Yushmanova, PWL Partnership, with the aid of a visual presentation (copy on file, City Clerk's Office), briefed the Panel regarding the proposed changes to the previously approved Development Permit plans for the 15-storey mixed use development, highlighting the following:

- the large triangular angled façade at the southwest corner of the office building previously designated as a placeholder for a public art element in the original Development Permit plans will be utilized to incorporate a public art design by a commissioned artist on glass material;
- clear glass will be used in lieu of coloured glass on the west and south facades of the Early Childhood Development (ECD) Hub on the second floor; and
- painted, artistic design elements and modifications to landscaping will be applied on the lower east elevation of the office building facing the pedestrian mews in lieu of the previously proposed artistic decorative finish.

In reply to queries from the Panel, Ms. Katic acknowledged that (i) the proposed façade treatment on the lower east elevation of the office building will improve the pedestrian experience, (ii) external lighting is not proposed for the public art element, and (iii) there will be lighting along the east elevation of the office building facing the pedestrian mews; however, wall mounted lighting is not proposed.

**Staff Comments**

Mr. Craig noted that staff is supportive of the General Compliance application as it fulfills the intent of the approved Development Permit.

**Gallery Comments**

None.

**Development Permit Panel**  
**Wednesday, December 11, 2019**

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**Correspondence**

None.

**Panel Decision**

It was moved and seconded

*That the attached plans to apply a public art element to the glazing of the southwest corner of the project facing No. 3 Road and Cook Road, to change the glazing on the second floor west and south elevations of the office building facing No. 3 Road and Cook Road, and include painted design elements on the east elevation of the parkade podium wall facing the lane/pedestrian mews be considered to be in General Compliance with Development Permit (DP 18-822743).*

**CARRIED**

5. **Date of Next Meeting: January 15, 2020 (Tentative)**

6. **Adjournment**

It was moved and seconded

*That the meeting be adjourned at 5:00 p.m.*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the Development Permit Panel of the Council of the City of Richmond held on Wednesday, December 11, 2019.

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Joe Erceg  
Chair

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Rustico Agawin  
Committee Clerk

Schedule 1 to the Minutes of the  
Development Permit Panel  
meeting held on Wednesday,  
December 11, 2019.

<b>To Development Permit Panel</b>	
Date:	DEC 11, 2019
Item #	1
Re:	DP 17-791045

**From:** Badyal,Sara  
**Sent:** Wednesday, 11 December 2019 14:04  
**To:** CityClerk  
**Subject:** FW: To Mr. Wayne Craig & Ms. Sara Badyal; Re: File DP17-791045  
**Attachments:** sewage.jpg

**From:** 8163898@gmail.com [mailto:8163898@gmail.com]  
**Sent:** Wednesday, 11 December 2019 11:45 AM  
**To:** Badyal,Sara  
**Subject:** RE: To Mr. Wayne Craig & Ms. Sara Badyal; Re: File DP17-791045

Hi Sara

Our care taker reported that the sewage system has multiple problems in past years. currently city is working on it severely. (see picture of Dec. 11, 2019).

So the supposed new building will also further harm the underground sewage blocking etc.

Regards

Shenwei Wang

604-8163898 ; [8163898@gmail.com](mailto:8163898@gmail.com)

**From:** Badyal,Sara [mailto:SBadyal@richmond.ca]  
**Sent:** 2019 年 12 月 10 日 10:01  
**To:** '8163898@gmail.com' <[8163898@gmail.com](mailto:8163898@gmail.com)>  
**Subject:** RE: To Mr. Wayne Craig & Ms. Sara Badyal; Re: File DP17-791045

Hi Shenwei,

Thank you for your phone call. You asked what the City process would be. Here are the next steps:

- DP Panel meeting – the development team will provide a presentation and public is invited to provide comments for the DP Panel to consider along with the application. The last opportunity for public input is at the DP Panel meeting. There is no public delegation regarding DP applications at Council meetings.
- DP considerations completion - If the application is endorsed by DP Panel, the developer is required to complete the list of DP considerations listed in the DP staff report.
- Council - When all the DP considerations are completed, the application is forwarded to a Council meeting for DP issuance approval
- Building Permit - After the DP is issued, the Building Permit needs to be issued prior to construction.

When construction will occur on a neighbouring property, many property owners engage a building professional/engineer to set up construction monitoring either on their own, or in consultation with their neighbour(s). Bold has confirmed that before construction would start, they would contact your strata's property manager to set up a monitoring program that would take place throughout the construction period.

Regards,

If you would like to discuss further or require additional information, please feel free to call me at 604-276-4282.

Regards,

**CNCL - 433**



Sara Badyal, M. Arch, RPP  
Planner 2  
Development Applications Department  
City of Richmond  
604-276-4282  
[www.richmond.ca](http://www.richmond.ca)

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**From:** 8163898@gmail.com [mailto:8163898@gmail.com]  
**Sent:** Tuesday, 10 December 2019 9:33 AM  
**To:** Badyal,Sara  
**Subject:** RE: To Mr. Wayne Craig & Ms. Sara Badyal; Re: File DP17-791045

Hi Sara

Thanks nice explanation on the phone. Would you please briefly repeat the on going procedure might be from this point, so I can explain to our colleague council member of strata and fellow residents.

See you tomorrow.

Regards

Shenwei Wang

604-8163898 ; [8163898@gmail.com](mailto:8163898@gmail.com)

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**From:** Badyal,Sara [mailto:SBadyal@richmond.ca]  
**Sent:** 2019 年 12 月 9 日 10:36  
**To:** '8163898@gmail.com' <[8163898@gmail.com](mailto:8163898@gmail.com)>  
**Subject:** RE: To Mr. Wayne Craig & Ms. Sara Badyal; Re: File DP17-791045

Dear Shenwei Wang,

Thank you for your email and your interest in development in your neighbourhood. As you are aware, the DP 17-791045 application will be considered by the Development Permit Panel at their meeting scheduled for 3:30pm Wednesday, December 11. I have forwarded your email to the City Clerks Office to be considered by the Panel along with the application.

I understand that you are concerned by the cracks in the parkade wall, cracks in the outdoor parking surface, and uneven walkway on your property and I recommend you review these concerns with your strata and property manager to ensure that they make any needed repairs.

I wanted to take this opportunity to share some information with you related to the concerns you raise in your email.

1. Traffic impacts - The City's transportation staff have reviewed the application and advise that the existing road network can accommodate the proposed development. In addition, the site is supported by high levels of transit service, including a short walk to the Canada line and the Brighthouse station bus mal which is currently under construction. The City Centre Transportation Plan outlines upgrades for all transportation modes in City Centre and the development proposal supports the plan by accommodating future bicycle network infrastructure with future Cooney Road widening.
2. Sunlight and shading – The proposed tower would be located the south edge of the development site in a consolidated footprint, which minimizes impacts to privacy and sun light availability for your existing building.
3. Construction impacts to the existing development – The developer is required to submit an engineering geotechnical report as part of the Building Permit application. The geotechnical report reviews what preparations are needed to support the proposed building and also potential impact to neighbouring



properties. Bold has confirmed that before construction would start, they would contact your strata's property manager to set up a monitoring program that would take place throughout the construction period.

If you would like to discuss further or require additional information, please feel free to call me at 604-276-4282.

Regards,

Sara Badyal, M. Arch, RPP  
Planner 2  
Development Applications Department  
City of Richmond  
604-276-4282  
[www.richmond.ca](http://www.richmond.ca)

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**From:** [8163898@gmail.com](mailto:8163898@gmail.com) [<mailto:8163898@gmail.com>]  
**Sent:** Sunday, 8 December 2019 7:02 PM  
**To:** Craig, Wayne; Badyal, Sara  
**Subject:** To Mr. Wayne Craig & Ms. Sara Badyal; Re: File DP17-791045  
**Importance:** High

**To Richmond City Director of Development & Planner**  
**Re: File DP17-79104 for Permit at 6333 Cooney High-Rise by BOLD Properties**  
**Panel Meeting to be held Dec.11 (Wed.), 2019 at 3:30 pm.**

Dear Officer & Manager

Re captioned high-rise development application, our neighbor concerned many negative impacts such as traffic and sun-ray blocking etc.

Some of us more worry about geometric hazards and constructional risks.

The Northern building of 8288-Saba road is a 16 story high-rise built in 1998, with poor & weak foundation beneath the tall building, caused continuous sinking (dropping) and incline (to the south, where the new high-rise supposed to erect) during past decades.

Attached are few pictures taken Dec. 8<sup>th</sup>, 2019 showing just part of its problem.

The soft and weak foundation also caused side walk way crack and pop-up many times, City of Richmond flattened and re-paved cracked side-walk twice around 2008 and 2012. (see attached picture and location).

The proposed high-rise will also to excavate an underground parking garage adjacent to the inclined risky building, this is harmful for both of the structures.

Please re-consider your permit and further evaluate expected.

I am available in most of day time if you'd like to come and see.

Regards

Shenwei Wang, Resident of 8288 Saba Road (Cooney)  
604-8163898 ; [8163898@gmail.com](mailto:8163898@gmail.com)

[https://www.richmond.ca/shared/assets/1\\_App\\_6333\\_CooneyRd\\_DPP\\_12111955120.pdf](https://www.richmond.ca/shared/assets/1_App_6333_CooneyRd_DPP_12111955120.pdf)



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**To:** Development Permit Panel **Da**


**From:** Wayne Craig **Fil**  
Director, Development

**Re:** **Application by BOLD Properties (Cooney) Limited P**  
**Permit at 6333 Cooney Road**

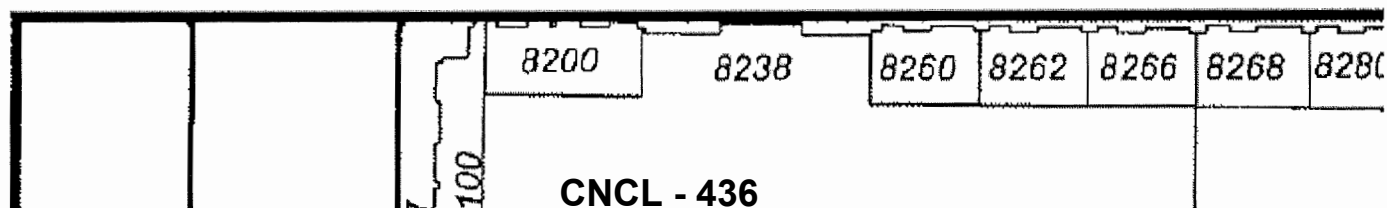
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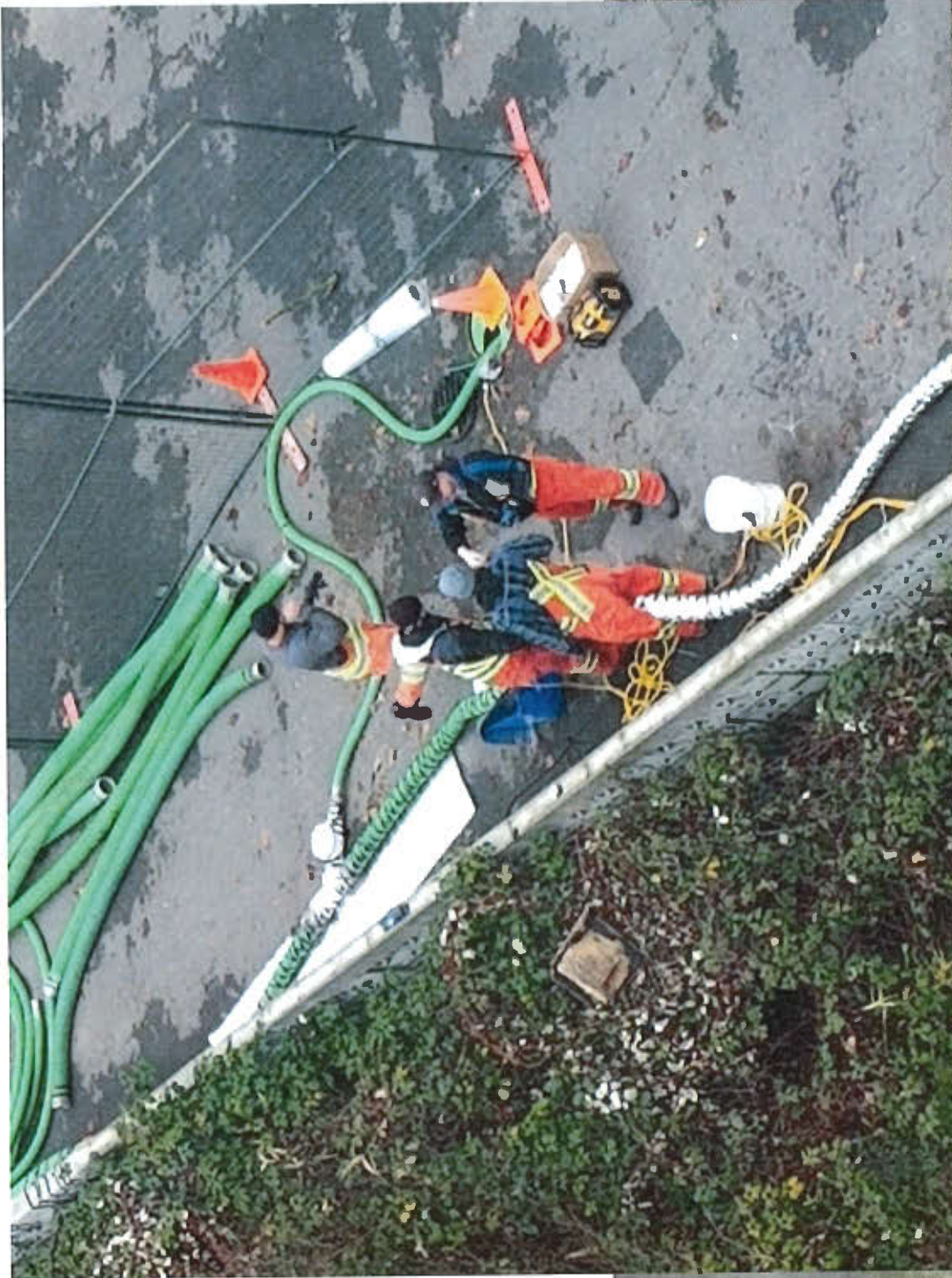
## Staff Recommendation

That a Development Permit be issued which would permit the construction of a building containing approximately 83 dwelling units at 6333 Cooney Road, "Rise Apartment (ZHR8) Brighthouse Village".

  
Wayne Craig  
Director, Development  
(604-247-4625)

WC:sb  
Att. 5



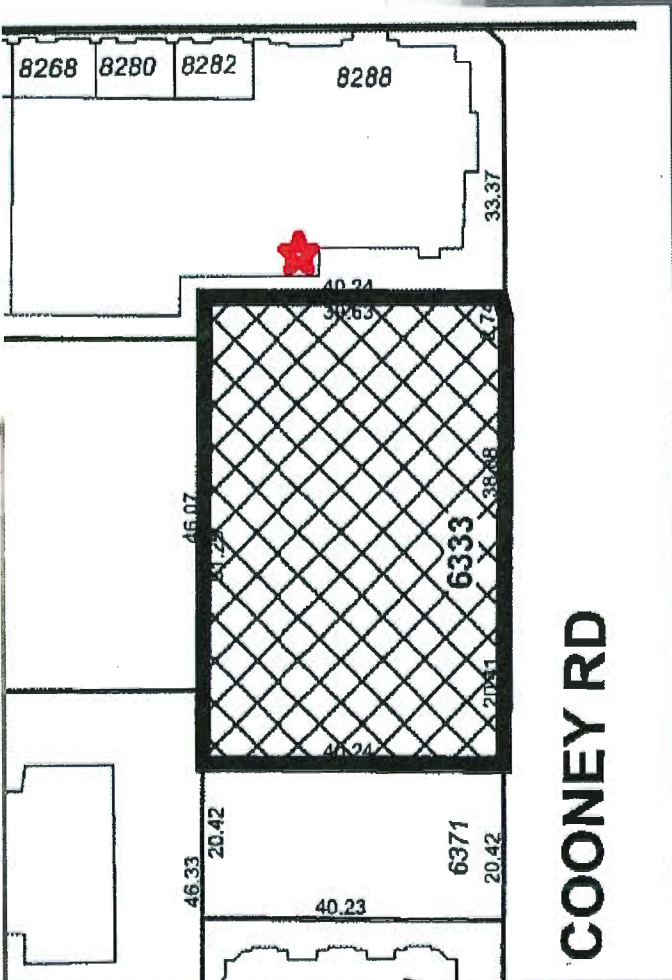


CNCL - 437





63

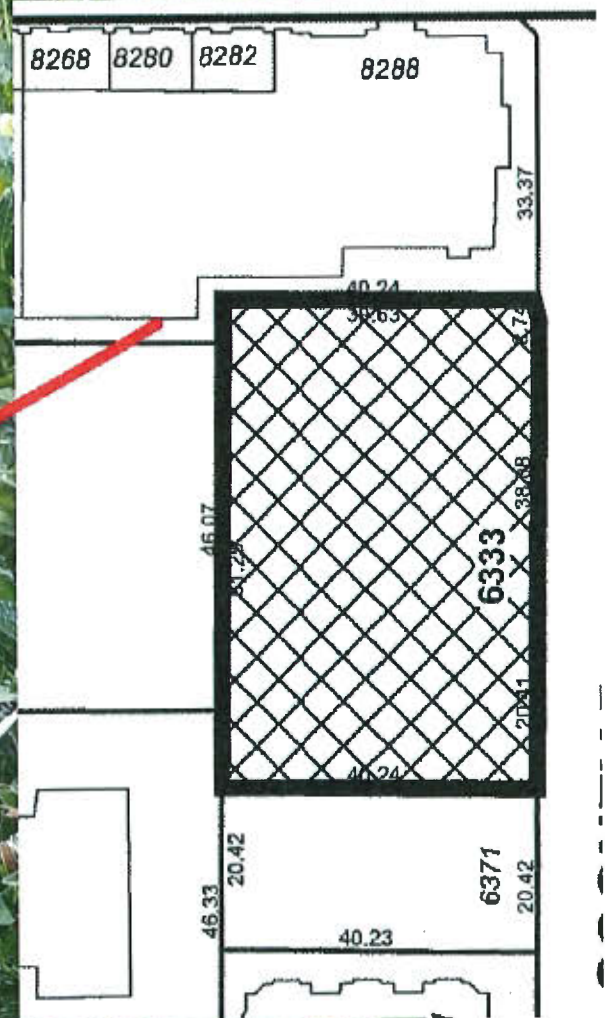






CNCL - 439

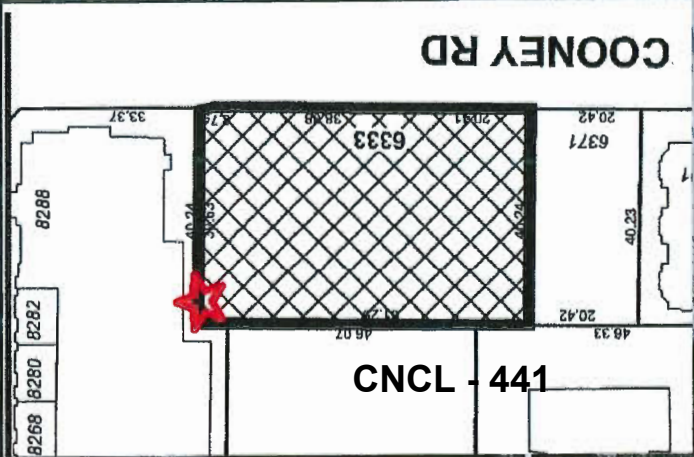




CNCL - 440



City of Richmond flattened and re-paved cracked side-walk twice around 2008 and 2012.





Schedule 2 to the Minutes of the Development Permit Panel meeting held on Wednesday, December 11, 2019.

<b>To Development Permit Panel</b>
Date: <u>DECEMBER 11, 2019</u>
Item # <u>1</u>
Re: <u>DP 17-791045</u>
<u>6333 COONEY ROAD</u>

**GUD**  
GROUP

December 10<sup>th</sup>, 2019

To: Richmond City Director of Development & Planner

Re: File DP17-79104 for Permit at 6333 Cooney Road High-Rise by BOLD Properties

Panel Meeting to be held on Dec.11, 2019 at 3:30 pm.

Dear Richmond City Officials,

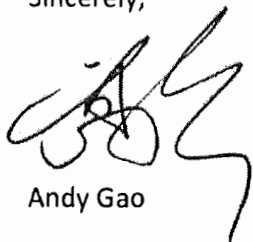
As consulting Architect to the owner of 6371 Cooney Road, GUD Group is currently working towards the redevelopment of the property. On behalf of the owner, we would like to express our strong support to the development proposal at 6333 Cooney Road.

The development proposed by BOLD Properties follows the current zoning bylaw as well as the 2041 Richmond Official Community Plan. One of the main focuses of the Plan and City Council is to provide more housing options for the general public for both rental and market use. We believe developing higher density residential towers around the Downtown core and public transportation hubs will help achieve this goal.

By sharing the proposed loading space of 6333 Cooney Road, the owner of 6371 Cooney Road is currently coordinating with BOLD Properties to re-develop 6371 with a 6-storey residential mid-rise tower. We believe these two residential projects are the highest and best use of the land.

Overall, we would like to urge your approval on this development proposal at 6333 Cooney Road. Thank you for your consideration.

Sincerely,



Andy Gao

Operations Manager

GUD Group



Schedule 3 to the Minutes of the  
Development Permit Panel  
meeting held on Wednesday,  
December 11, 2019.

City of Richmond  
City Clerk's Office  
6911 No 3 Rd.  
Richmond, BC  
V6Y 2C1

<b>To Development Permit Panel</b>	
Date:	DECEMBER 11, 2019
Item #	2
Re:	DP 18 - 797785 9680 WILLIAMS ROAD

December 10, 2019

**Re: DP 18-797785**

To whom it may concern:

By way of introduction, we are:

- Pushpinder Chhibbar, owner and resident, 9831 Swansea Drive
- Usha Chhibbar, owner and resident, 9831 Swansea Drive
- Hofit Sabi, owner and resident, 9851 Swansea Drive
- Jeff Kwai Chugg Lau, owner and resident, 9871 Swansea Drive
- Ruby Oi Yee Kwok, owner and resident, 9871 Swansea Drive

We are writing with regards to the subject site located at 9393 Williams Road. Collectively, we own three properties along the southern border of the subject site.

We are concerned about the impact of the proposed development on the privacy, cleanliness, structural integrity and, ultimately, the value of our properties.

Privacy

At present, there is a variety of landscaping along the southern property line of the subject site, with some hedges and trees reaching more than 20+ ft.

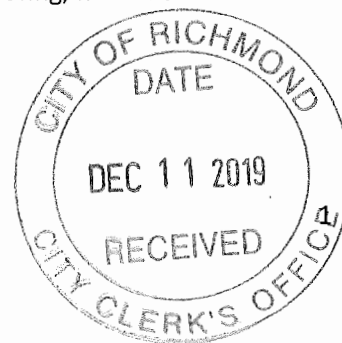
The proposed development would remove the existing landscaping, installing instead a retaining wall and fence (less than 7 ft. tall) with limited landscaping. The new townhomes would encroach upon our existing homes, with some as close as 6m to the property line. Lastly, the subject site will be raised by several feet, eroding the efficacy of proposed landscaping and barriers.

That means we – and whoever moves into the new units across from our properties – will be sacrificing significant privacy and a natural sound barrier. In literal terms, it means that we will be able to see into their homes and our future neighbors will see directly into our bedrooms, bathrooms, kitchens, and living areas.

We all purchased these homes specifically because this neighborhood afforded a higher level of privacy for our families.

We strongly request that the developer install taller hedges / barriers between the two properties, providing us and their future buyers with increased privacy, better sound proofing, more natural landscaping and a higher quality of living.

**CNCL - 443**



### Cleanliness

For more than a year, we've had to endure the demolition and redevelopment of a large seniors centre next door (9580 Williams Rd). The redevelopment triggered a significant rodent infestation in the neighborhood, including in our backyards. We're concerned the proposed development will cause yet another wave of rodent infestations in the area.

We ask the developer implement a pest management plan, including engaging a professional pest management company to set and maintain deterrents and traps around the perimeter of the subject site for the duration of the demolition and construction

### Structural Integrity

The seniors centre redevelopment has also raised concerns about the impact of large-scale construction activity on the structural integrity of our homes. For weeks, construction of the new seniors centre produced vibrations so intense they shook the foundation of our homes and knocked pictures off of walls.

Ultimately, this is about the stability of our homes and the safety of our families.

We ask the city to clarify whether there are any regulations or guidelines in place for the permitted level of seismic activity generated by construction. If so, we ask that measures be put into place to track compliance at the proposed development. If not, we would like to open a dialogue with the city and developer to understand how these impacts can best be managed.

### Value

All these issues present serious risk to the value of our properties. The loss of privacy, in particular, will have a significant impact on both our property values and overall quality of living. We support the city's move to increased density, but it shouldn't have to come at the direct expense of existing residents.

We know we are late in joining the review process, but the proposed development only recently came to our attention, otherwise we would have brought these concerns up sooner.

We sincerely hope the developer considers these requests, which are reasonable, mutually beneficial, and will help limit the impact of the proposed development on our properties. We also hope the city will work with us and the developer to ensure we can maintain the character, integrity, and value of the Swansea neighborhood.

We look forward to working with the developer and the city to address these issues.

Sincerely,

Pushpinder Chhibbar  
Usha Chhibbar  
Hofit Sabi  
Jeff Kwai Chugg Lau  
Ruby Oi Yee Kwok

CC: Steven De Sousa (Planner 1, City of Richmond)



# City of Richmond

## Report to Council

**To:** Richmond City Council

**Date:** December 18, 2019

**From:** Peter Russell  
Chair, Development Permit Panel

**File:** 01-0100-20-DPER1-  
01/2019-Vol 01

**Re:** Development Permit Panel Meeting Held on November 26, 2019

### Staff Recommendation

That the recommendation of the Panel to authorize the issuance of a Development Variance Permit (DV 19-863864) for the property at 8460 Steveston Highway be endorsed, and the Permit so issued.

*Peter Russell*  
for: Peter Russell

Chair, Development Permit Panel  
(604-276-4130)

SB:blg

### Panel Report

The Development Permit Panel considered the following item at its meeting held on November 26, 2019.

DV 19-863864 – TUUNG DIH CHU – 8460 STEVESTON HIGHWAY  
(November 26, 2019)

The Panel considered a Development Variance Permit application to vary the provisions of Richmond Zoning Bylaw 8500 to reduce the minimum size of a farm operation associated with a roadside stand from 8.0 ha to 3.0 ha, to permit the construction of a roadside stand on a portion of a site zoned “Roadside Stand (CR)” zone.

- Applicant Tuung Dih Chu and Michelle Wu, Manager of Lavender Rich Farm, provided a brief presentation, including:
- The existing Lavender farm has been in operation since 2017 and the applicant intends to construct a roadside stand building with an indoor floor area of 93 square meters in the “Roadside Stand (CR)” zoned portion of the split-zoned subject property.
- The proposed siting of the roadside stand building will allow the roadside stand to be located closer to Steveston Highway and not impact the existing farm operation in the “Agriculture (AG1)” zoned portion of the subject property.
- A significant amount of natural wood materials will be used for the proposed roadside stand building.
- There is an existing barn structure in the subject property currently used for storage and processing of Lavender products.
- Gravel material is proposed for surface treatment of the outdoor parking area.
- The existing driveway in the middle of the site will provide vehicle access to the roadside stand building. The existing farm access along the west property line will be maintained to provide access only to the farm.
- A three-meter wide planting strip along Steveston Highway will be installed to provide visual interest along the street frontage and a pedestrian pathway will be constructed to provide pedestrian connection from the City sidewalk to the entrance of the roadside stand building.

Staff noted that: (i) the applicant is seeking a variance to the required size of farm operation to allow the proposed roadside stand building to be constructed in the “Roadside Stand (CR)” zoned portion of the subject site; (ii) the proposed roadside stand building could be located in the “Agriculture (AG1)” zoned portion of the site without requesting any variances; however, it would reduce the area used for farm operation and reduce the visibility of the building from the street; (iii) the proposed variance is specific to the building design attached to the subject Development Variance Permit application; and (iv) any further expansion of the proposed roadside stand building will be subject to Council approval.

In reply to a Panel query, staff confirmed that: (i) the subject property is split-zoned, consisting of “Roadside Stand (CR)” zone and “Agriculture (AG1)” zone; (ii) for a roadside stand to be located in “Roadside Stand (CR)” zone, it must be supported by a farm operation of at least 8.0 hectares; (iii) the requested variance is required since the existing farm operation in the subject property is approximately 3.0 hectares in size; and (iv) the building design and proposed landscaping are specific to the proposal.

In reply to Panel queries, Ms. Wu advised that: (i) the proposed materials for the building include natural logs; (ii) the proposed planting strip along the Steveston Highway frontage includes two trees and shrubs, majority of which are Lavenders; and (iii) Lavenders grow well in Richmond.

No correspondence was submitted to the Panel regarding the subject application.

The Panel expressed support for the application, noting that: (i) the proposal is well thought out and supported by the City’s Food Security and Agricultural Advisory Committee (FSAAC); (ii) the siting of the roadside stand along Steveston Highway is supported as it will not impact the existing farm operation; and (iii) the site frontage is well landscaped.

The Panel recommends the Permit be issued.