

City Council

Council Chambers, City Hall 6911 No. 3 Road Monday, January 15, 2018 7:00 p.m.

Pg. # ITEM

MINUTES

- 1. Motion to:
 - (1) adopt the minutes of the Regular Council meeting held on December 11, 2017 (distributed previously);
- CNCL-13
- (2) adopt the minutes of the Special Council meeting held on December 20, 2017; and
- CNCL-22
- (3) adopt the minutes of the Regular Council meeting for Public Hearings held on December 18, 2017.

AGENDA ADDITIONS & DELETIONS

COMMITTEE OF THE WHOLE

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

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 PERMITS/DEVELOPMENT VARIANCE PERMITS – ITEM NO. 23.

4. Motion to rise and report.

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
- Lower Mainland District Regional Police Service Integrated Team Annual Report 2016/17
- Updated Design Concept No. 2 Road South Drainage Pump Station
- Business Regulation Bylaw No. 7538, Amendment Bylaw No. 9798
 7951 Alderbridge Way Unit 160
- Major Events Advisory Group Terms of Reference
- Update on Cannabis Regulation within the City of Richmond and Health Canada Proposed Approach to Regulation of Non-Medical Cannabis
- Richmond Community Services Advisory Committee (RCSAC) 2017
 Annual Report And 2018 Work Program
- Housing Agreement Bylaw No. 9794 To Permit The City Of Richmond To Secure Affordable Housing Units Located At 6840, 6860 No. 3 Road And 8051 Anderson Road
- Child Care Operator Selection for Kingsley Estates Child Care Facility, 10380 No. 2 Road
- Cultural Harmony Plan: Guiding Principles
- Draft Affordable Housing Strategy 2017-2027
- Land use applications for first reading (to be further considered at the Public Hearing on February 19, 2018):

Pg. #	ITEM
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- West Portions of 7151, 7171, 7191, 7211, 7231, and 7251 Bridge Street and East Portion of 7191 Bridge Street – Rezone West Portions from RS1/F to ZS14 and East Portions from RS1/F to RS2/C (Pietro Nardone – applicant)
- 7320, 7340 and 7360 Ash Street Rezone from RS1/F to ZS14 (Pietro Nardone applicant)
- 8871, 8891, 8911, 8931, 8951, 8971 and 8960 Douglas Street –
 Rezone from IL and CA to ZC45 (0951705 BC Ltd. applicant)
- 2018 Engaging Artists In Community Public Art Projects
- Recreation and Sport Strategy Focus Areas
- Public Engagement Plan For The Steveston Community Centre Concept Design
- 5. Motion to adopt Items No. 6 through No. 22 by general consent.



6. COMMITTEE MINUTES

That the minutes of:

- CNCL-70 (1) the Community Safety Committee meeting held on December 12, 2017;

 CNCL-77 (2) the General Purposes Committee meetings held on December 18, 2017 and January 8, 2018;
- CNCL-85 (3) the **Planning Committee** meetings held on December 19, 2017 and January 9, 2018;
- CNCL-144 (4) the Parks, Recreation and Cultural Services Committee meeting held on December 20, 2017; and
- CNCL-149 (5) the Finance Committee meeting held on January 8, 2018; be received for information.

Consent Agenda Item 7. LOWER MAINLAND DISTRICT REGIONAL POLICE SERVICE INTEGRATED TEAM ANNUAL REPORT 2016/17

(File Ref. No. 09-5350-12) (REDMS No. 5667362 v.2)

CNCL-152

See Page CNCL-152 for full report

COMMUNITY SAFETY COMMITTEE RECOMMENDATION (December 12, 2017)

- (1) That the report titled "Lower Mainland District Regional Police Service Integrated Team Annual Report 2016/17" from the General Manager, Community Safety, dated November 22, 2017, be received for information; and
- (2) That copies of the report be provided to:
 - (a) the Lower Mainland CAO/PCC (Chief Administrative Officer/Principal Police Contact) Forum to assist in future discussions surrounding cost allocation formulas for the various teams; and
 - (b) the Director of Police Services, Ministry of Public Safety for consideration during the Province's review of the governance of the Integrated Teams.

Consent Agenda Item 8. UPDATED DESIGN CONCEPT NO. 2 ROAD SOUTH DRAINAGE PUMP STATION

(File Ref. No. 10-6340-20-P.16309) (REDMS No. 5671785)

CNCL-178

See Page CNCL-178 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION (December 18, 2017)

That the updated design concept for the No. 2 Road South Drainage Pump Station Upgrade as detailed in Attachment 1 of the staff report titled, "Updated Design Concept No. 2 Road South Drainage Pump Station," be endorsed.

Consent Agenda Item 9. BUSINESS REGULATION BYLAW NO. 7538, AMENDMENT BYLAW NO. 9798 7951 ALDERBRIDGE WAY UNIT 160

(File Ref. No. 12-8275-01) (REDMS No. 5673613)

CNCL-184

See Page CNCL-184 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION (December 18, 2017)

That Business Regulation Bylaw No. 7538, Amendment Bylaw No. 9798, which amends Schedule A of Bylaw No. 7538, to add the address of 7951 Alderbridge Way Unit 160 among the sites that permit an Amusement Centre to operate, be given first, second and third readings.

Consent Agenda Item 0. MAJOR EVENTS ADVISORY GROUP TERMS OF REFERENCE

(File Ref. No. 11-7000-01) (REDMS No. 5680873)

CNCL-189

See Page CNCL-189 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) That a Major Events Advisory Group, comprised of up to four members of Council, be established to help guide Richmond's Major Events as outlined in the report titled "Major Events Advisory Group Terms of Reference", dated December 14, 2017 from the Director, Arts, Culture and Heritage Services; and
- (2) That the Terms of Reference for the Major Events Advisory Group, as outlined in Attachment 1 of this report, be endorsed.

Consent Agenda Item 11. UPDATE ON CANNABIS REGULATION WITHIN THE CITY OF RICHMOND AND HEALTH CANADA PROPOSED APPROACH TO REGULATION OF NON-MEDICAL CANNABIS

(File Ref. No. 12-8000-01) (REDMS No. 5658471 v. 5)

CNCL-195

See Page CNCL-195 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) That the status update and process details for site-specific rezoning applications for medical marihuana production facilities be received for information;
- (2) That the responses summarized in the staff report titled "Health Canada Proposed Approach to Regulation of Cannabis", dated December 19, 2017, from the General Manager, Community Safety be approved for submission to Health Canada and that a copy of the staff report be provided to the Council/School Board Liaison Committee;

- (3) That a letter be sent to the Premier (with copies to the Minister of Public Safety and Solicitor General, BC Leader of the Official Opposition, Leader of the BC Green Party, local MLAs, and local Members of Parliament) reiterating that the cultivation and processing of marihuana be considered an Industrial use to take place on Industrially-zoned land and not be considered a Farm Use;
- (4) That a letter be sent to the federal government reiterating Council's previous position that the municipal share of revenue be at least 50 cents per gram; and
- (5) That staff report back to Council with bylaw amendments and information on required infrastructure and programs for the regulation of production, processing, and sale of cannabis (medical and recreational) in the City.

Consent Agenda Item 12. RICHMOND COMMUNITY SERVICES ADVISORY COMMITTEE (RCSAC) 2017 ANNUAL REPORT AND 2018 WORK PROGRAM

(File Ref. No. 07-3000-01) (REDMS No. 5653938)

CNCL-319

See Page CNCL-319 for full report

PLANNING COMMITTEE RECOMMENDATION (December 19, 2017)

That the staff report titled "Richmond Community Services Advisory Committee (RCSAC) 2017 Annual Report and 2018 Work Program," dated November 27, 2017, from the Manager of Community Social Development, be approved.

Consent Agenda Item 13. HOUSING AGREEMENT BYLAW NO. 9794 TO PERMIT THE CITY OF RICHMOND TO SECURE AFFORDABLE HOUSING UNITS LOCATED AT 6840, 6860 NO. 3 ROAD AND 8051 ANDERSON ROAD (File Ref. No. 08-4057-01) (REDMS No. 5654965 v. 3)

CNCL-352

See Page CNCL-352 for full report

PLANNING COMMITTEE RECOMMENDATION (December 19, 2017)

That Housing Agreement (6840, 6860 No. 3 Road and 8051 Anderson Road) Bylaw No. 9794 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 the Development Permit DP 15-708092.

Consent Agenda Item 14. CHILD CARE OPERATOR SELECTION FOR KINGSLEY ESTATES CHILD CARE FACILITY, 10380 NO. 2 ROAD

(File Ref. No. 07-3070-01) (REDMS No. 5676024)

CNCL-379

See Page CNCL-379 for full report

PLANNING COMMITTEE RECOMMENDATION

That the YMCA be appointed as the child care operator for the City-owned facility currently under construction at 10380 No. 2 Road, subject to the Society entering into a lease for the facility that is satisfactory to the City, as outlined in the report titled "Child Care Operator Selection for Kingsley Estates Child Care Facility, 10380 No. 2 Road," dated December 11, 2017, from the Manager of Community Social Development.

Consent Agenda Item 15. CULTURAL HARMONY PLAN: GUIDING PRINCIPLES

(File Ref. No. 07-3000-01) (REDMS No. 5643584 v. 5)

CNCL-388

See Page CNCL-388 for full report

PLANNING COMMITTEE RECOMMENDATION

- (1) That the Guiding Principles detailed in the staff report titled "Cultural Harmony Plan: Guiding Principles," dated December 14, 2017, from the Manager, Community Social Development, be endorsed; and
- (2) That the Guiding Principles be used to inform the strategic directions and actions of the draft Cultural Harmony Plan.

Consent Agenda Item 16. DRAFT AFFORDABLE HOUSING STRATEGY 2017-2027

(File Ref. No. 08-4057-01) (REDMS No. 5657869 v. 13)

CNCL-392

See Page CNCL-392 for full report

PLANNING COMMITTEE RECOMMENDATION

(1) That the recommended draft Affordable Housing Strategy 2017-2027 as outlined in the staff report titled, "Draft Affordable Housing Strategy 2017-2027", dated December 14, 2017 from the Manager, Community Social Development, be endorsed for the purpose of seeking public feedback on the implementation plan and future actions in the draft Affordable Housing Strategy 2017-2027; and

(2) That the final Affordable Housing Strategy 2017-2027, including the results of the consultation, be reported back to Planning Committee at a later date.

Consent Agenda Item 17. APPLICATION BY PIETRO NARDONE TO REZONE THE WEST PORTIONS OF 7151, 7171, 7191, 7211, 7231, AND 7251 BRIDGE STREET FROM THE "SINGLE DETACHED (RS1/F)" ZONE TO THE "SINGLE DETACHED (ZS14) - SOUTH MCLENNAN (CITY CENTRE)" ZONE; AND TO REZONE THE EAST PORTION OF 7191 BRIDGE STREET FROM THE "SINGLE DETACHED (RS1/F)" ZONE TO THE "SINGLE DETACHED (RS1/F)"

(File Ref. No. 12-8060-20-009796; RZ 16-732490) (REDMS No. 5500172)

CNCL-468

See Page CNCL-468 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9796, for the rezoning of the west portions of 7151, 7171, 7191, 7211, 7231, and 7251 Bridge Street from the "Single Detached (RS1/F)" zone to the "Single Detached (ZS14) - South McLennan (City Centre)" zone; and to rezone the east portion of 7191 Bridge Street from the "Single Detached (RS1/F)" zone to the "Single Detached (RS2/C)" zone, be introduced and given first reading.

Consent Agenda Item 18. APPLICATION BY PIETRO NARDONE FOR REZONING AT 7320, 7340 AND 7360 ASH STREET FROM "SINGLE DETACHED (RS1/F)" ZONE TO "SINGLE DETACHED (ZS14) – SOUTH MCLENNAN (CITY CENTRE)" ZONE

(File Ref. No. 12-8060-20-009784; RZ 16-738953) (REDMS No. 5596252)

CNCL-494

See Page CNCL-494 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9784, for the rezoning of the east portions of 7320, 7340 and 7360 Ash Street from "Single Detached (RS1/F)" to "Single Detached (ZS14) – South McLennan (City Centre)", be introduced and given first reading.

Consent Agenda Item 19. APPLICATION BY 0951705 BC LTD. FOR REZONING AT 8871, 8891, 8911, 8931, 8951, 8971 AND 8960 DOUGLAS STREET FROM THE "LIGHT INDUSTRIAL (IL)" ZONE AND "AUTO-ORIENTED COMMERCIAL (CA)" ZONE TO A NEW "COMMERCIAL (ZC45) – BRIDGEPORT VILLAGE" ZONE

(File Ref. No. 12-8060-20-009815; RZ 15-704980) (REDMS No. 5687131)

CNCL-518

See Page CNCL-518 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9815 to create the "Commercial (ZC45) – Bridgeport Village" zone, and to rezone 8871, 8891, 8911, 8931, 8951, 8971 and 8960 Douglas Street from the "Light Industrial (IL)" zone and the "Auto-Oriented Commercial (CA)" zone to the new "Commercial (ZC45) – Bridgeport Village" zone, be introduced and given first reading.

Consent Agenda Item 20. 2018 ENGAGING ARTISTS IN COMMUNITY PUBLIC ART PROJECTS

(File Ref. No. 11-7000-09-20-089) (REDMS No. 5627140)

CNCL-576

See Page CNCL-576 for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION (December 20, 2017)

That the concept proposals and implementation for the community public art projects at Hamilton McLean Neighbourhood Park, Minoru Arenas and Britannia Shipyards National Historic Site as presented in the staff report titled "2018 Engaging Artists in Community Public Art Projects," dated November 27, 2017, from the Director, Arts, Culture & Heritage Services, be endorsed.

Consent Agenda Item

21. RECREATION AND SPORT STRATEGY FOCUS AREAS

(File Ref. No. 01-0370-20-003) (REDMS No. 5674133 v. 6)

CNCL-602

See Page CNCL-602 for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION (December 20, 2017)

- (1) That the 2018-2023 Recreation and Sport Strategy Focus Areas, as detailed in the staff report titled "Recreation and Sport Strategy Focus Areas," dated November 30, 2017, from the Interim Director, Parks and Recreation, be approved; and
- (2) That the Focus Areas, as described in the staff report titled "Recreation and Sport Strategy Focus Areas," dated November 30, 2017, from the Interim Director, Parks and Recreation, be used to guide the development of the 2018-2023 Recreation and Sport Strategy and that staff bring the 2018-2023 Recreation and Sport Strategy to Council for approval in 2018.

Consent Agenda Item

22. PUBLIC ENGAGEMENT PLAN FOR THE STEVESTON COMMUNITY CENTRE CONCEPT DESIGN

(File Ref. No. 06-2050-20-SCC) (REDMS No. 5667612 v. 8)

CNCL-613

See Page CNCL-613 for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION (December 20, 2017)

- (1) That the Public Engagement Plan described in the staff report titled "Public Engagement Plan for the Steveston Community Centre Concept Design," dated November 28, 2017, from the Interim Director, Parks and Recreation, be received for information; and
- (2) That the Steveston Community Centre Concept Design Guiding Principles as described in Attachment 1 of the staff report titled "Public Engagement Plan for the Steveston Community Centre Concept Design," dated November 28, 2017, from the Interim Director, Parks and Recreation, be approved.

CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

CNCL-623 Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 9541** (3735, 3751, 3755 and 3771 Chatham Street, RZ 15-697899)

Opposed at 1st Reading – None.

Opposed at 2nd/3rd Readings – None.

CNCL-628 Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9597

(9240, 9248, 9260 Cambie Road, RZ 15-692812)

Opposed at 1st Reading – None.

Opposed at 2nd/3rd Readings – None.

CNCL-632 Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9669

(23100, 23120 and 23140 Westminster Highway, RZ 16-738480)

Opposed at 1st Reading – None.

Opposed at $2^{\text{nd}}/3^{\text{rd}}$ Readings – None.

DEVELOPMENT PERMIT PANEL

	23.	RECOMMENDATION	
			See DPP Plan Package (distributed separately) for full hardcopy plans
CNCL-636		(1)	That the minutes of the Development Permit Panel meetings held on November 16, 2017, November 29, 2017, and December 13, 2017, and the Chair's report for the Development Permit Panel meetings held on March 29, 2017, July 12, 2017, August 9, 2017, November 29, 2017, and December 13, 2017, be received for information; and
CNCL-653		<i>(2)</i>	That the recommendations of the Panel to authorize the issuance of:
			(a) a Development Permit (DP 16-740024) for the property at 3755 Chatham Street;
			(b) a Development Permit (DP 17-760368) for the property at 9240, 9248 and 9260 Cambie Road;
			(c) a Development Permit (DP 17-771210) for the property at 23100, 23120 and 23140 Westminster Highway; and
			(d) a Development Variance Permit (DV 15-704583) for the property at 10455 Bridgeport Road;
			be endorsed, and the Permits so issued.
		AD.J	OURNMENT
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Place:

Anderson Room

Richmond City Hall

Present:

Mayor Malcolm D. Brodie

Councillor Chak Au
Councillor Derek Dang
Councillor Carol Day
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves

Corporate Officer – David Weber

Absent:

Councillor Ken Johnston

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 4:42 following the Open and Closed Parks, Recreation and Cultural Services Committee meeting with Cllr. Johnston absent.





RES NO. ITEM

PLANNING COMMITTEE Councillor Linda McPhail, Chair

1. APPLICATION BY POLYGON DEVELOPMENT 302 LTD. FOR REZONING AT 9211/9251/9271/9291 ODLIN ROAD FROM SINGLE DETACHED (RS1/F) TO LOW RISE APARTMENT (ZLR31)

(File Ref. No. 12-8060-20-009755; RZ 17-778596) (REDMS No. 5505704 v. 5; 5508951)

SP17/5-1

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9755 to create the "Low Rise Apartment (ZLR31)" zone, and to rezone 9211/9251/9271/9291 Odlin Road from "Single Detached (RS1/F)" zone to "Low Rise Apartment (ZLR31) – Alexandra Neighbourhood (West Cambie)" zone, be introduced and given first reading.

CARRIED

2. APPLICATION BY CONCORD PACIFIC FOR REZONING AT 8511 CAPSTAN WAY, 3280 AND 3360 NO. 3 ROAD, AND 3131 SEXSMITH ROAD FROM SINGLE DETACHED (RS1/F), ROADSIDE STAND (CR), AUTO-ORIENTED COMMERCIAL (CA), AND GAS AND SERVICE STATIONS (CG1) TO RESIDENTIAL/LIMITED COMMERCIAL AND ARTIST RESIDENTIAL TENANCY STUDIO UNITS (ZMU25) - CAPSTAN VILLAGE (CITY CENTRE) AND SCHOOL AND INSTITUTIONAL USE (SI)

(File Ref. No. 12-8060-20-009780; RZ 17-769242) (REDMS No. 5677534 v. 2; 5677535; 5599036)



RES NO. ITEM

SP17/5-2

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9780, to amend the site-specific "Residential/Limited Commercial and Artist Residential Tenancy Studio Units (ZMU25) - Capstan Village (City Centre)" zone to include 8511 Capstan Way, 3280 and 3360 No. 3 Road, and 3131 Sexsmith Road and for rezoning of 8511 Capstan Way, 3280 and 3360 No 3 Road, and 3131 Sexsmith Road from "Single Detached (RS1/F)", "Roadside Stand (CR)", "Auto-Oriented Commercial (CA)", and "Gas and Service Stations (CG1)" to "Residential/Limited Commercial and Artist Residential Tenancy Studio Units (ZMU25) - Capstan Village (City Centre)" and "School and Institutional Use (SI)", be introduced and given first reading.

CARRIED

3. APPLICATION BY BENE NO. 4 DEVELOPMENT LTD. FOR REZONING AT 9980 WESTMINSTER HIGHWAY FROM THE "GAS & SERVICE STATIONS (CG2)" ZONE TO A NEW "TOWN HOUSING (ZT83) - NORTH MCLENNAN (CITY CENTRE)" ZONE (File Ref. No. 12-8060-20-009812; RZ 16-741722) (REDMS No. 5206079 v. 5; 5686380)

SP17/5-3

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9812, for the creation of a new "Town Housing (ZT83) — North McLennan (City Centre)" zone and for the rezoning of 9980 Westminster Highway from the "Gas & Service Stations (CG2)" zone to the "Town Housing (ZT83) - North McLennan (City Centre)" zone, be introduced and given first reading.

CARRIED

4. RESPONSE TO REFERRAL: OPTIONS TO LIMIT HOUSE SIZE, FARM HOME PLATE AND HOUSE FOOTPRINT

(File Ref. No. 08-4057-10) (REDMS No. 5674238 v. 3; 5691825)

SP17/5-4

It was moved and seconded

(1) That the staff report titled "Response to Referral: Options to Limit House Size, Farm Home Plate and House Footprint" dated December 13, 2017 from the Director, Development and Senior Manager, Building Approvals be received for information; and





RES NO. ITEM

- (2) That staff be directed to:
 - (a) conduct public consultation regarding the options presented in this report ("Response to Referral: Options to Limit House Size, Farm Home Plate and House Footprint") regarding house size, farm home plate and house footprint;
 - (b) receive comments regarding Provincial involvement to encourage farming;
 - (c) provide a comparison of the proposed options and the Provincial guidelines on the Farm Home Plate and House Footprint; and
 - (d) provide sample pictures of houses with the proposed maximum sizes.

The question on the motion was not called as discussion ensued with regard to (i) the public consultation process, (ii) options to reduce the house footprint and the overall house size on agricultural land, (iii) options to include the septic field in the farm home plate, and (iv) incorporating elements of the Provincial guidelines for house size on agricultural land into the proposed options.

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

SP17/5-5

It was moved and seconded

That staff be directed to include the maximum house floor area of 5,380 ft² for houses on agricultural land, as noted in the Provincial guidelines, as an option in the public consultation process.

CARRIED

Opposed: Cllrs. Loo McPhail

Discussion ensued regarding options to retain the existing regulations, and as a result of the discussion, the following **amendment motion** was introduced:





RES NO. ITEM

SP17/5-6

It was moved and seconded

That staff be directed to include the existing regulations on maximum house size on agricultural land as an option in the public consultation process.

CARRIED

The question on the motion, which reads as follows:

- (1) That the staff report titled "Response to Referral: Options to Limit House Size, Farm Home Plate and House Footprint" dated December 13, 2017 from the Director, Development and Senior Manager, Building Approvals be received for information; and
- (2) That staff be directed to:
 - (a) conduct public consultation regarding the options presented in this report ("Response to Referral: Options to Limit House Size, Farm Home Plate and House Footprint") regarding house size, farm home plate and house footprint;
 - (b) receive comments regarding Provincial involvement to encourage farming;
 - (c) provide a comparison of the proposed options and the Provincial guidelines on the Farm Home Plate and House Footprint;
 - (d) provide sample pictures of houses with the proposed maximum sizes;
 - (e) include the maximum house floor area of 5,380 ft² for houses on agricultural land, as noted in the Provincial guidelines, as an option in the public consultation process; and
 - (f) include the existing regulations on maximum house size on agricultural land as an option in the public consultation process.

was then called and it was **CARRIED** with Cllr. Loo opposed.





RES NO. ITEM

PUBLIC ANNOUNCEMENTS AND EVENTS

Mayor Brodie made the following public announcement (attached to and forming part of these minutes as Schedule 1):

The City will be consulting with the public on green lane standards in January, based on interest and feedback received from the community. The City had previously announced plans to construct a paved lane along an unopened City lane dedication between Richmond Street and Broadway Street, from No. 1 Road to 2nd Avenue, following completion of sanitary sewer repairs along that corridor.

The public consultation will now be expanded to seek public input on a number of lane standard options, including:

- Paved Lane
- Green Swale Lane
- Country Lane
- Bikeway

Public consultation will take place during January 2018. Two public open houses will be held at the Steveston Community Centre, 4111 Moncton Street, on Wednesday, January 10, 2018 and Wednesday, January 17, 2018 from 5:00 to 7:00 p.m. in the Great West Room.

Information boards detailing the options and feedback forms will be available at the open houses. City staff will be in attendance to answer questions and provide additional information. Public input will also be sought on other design measures, including traffic calming options.

In addition, from Wednesday, January 10, 2018 through Sunday, January 28, 2018, interested individuals can visit www.LetsTalkRichmond.ca for more information on lane options and to complete feedback forms.





RES NO. ITEM

While the consultation will be of primary interest to the residents along the lane currently being considered, all members of the public are invited to provide input as the City may utilize this feedback in the future.

It is important to note that the City has no specific plans to develop any other unopened lane dedications at this time. Consistent with Council Policy 9016, lanes will only be constructed where there is a City-owned lane dedication and access is required for sewer or other infrastructure replacement.

Residents with questions about the sewer repair project may contact:

Ben Dias, Manager, Sewerage and Drainage bdias@richmond.ca 604-244-1207

For lane design queries, contact:

Milton Chan, Manager, Engineering Design & Construction mchan3@richmond.ca 604-276-4377

For questions regarding the public consultation, contact:

Ted Townsend, Director, Corporate, Communications and Marketing ttownsend@richmond.ca 604-276-4399

Also, Mayor Brodie announced that City Hall will be closed from Monday, December 25, 2017 and will re-open on Tuesday, January 2, 2018. He added that during the closure, residents can access on-line services or contact the Public Works 24-hour dispatch line at 604-270-8721.

ADJOURNMENT

SP17/5-7

It was moved and seconded

That the meeting adjourn (5:07 p.m.).

CARRIED



Minutes

Special Council Wednesday, December 20, 2017

RES NO. ITEM

	Certified a true and correct copy of the Minutes of the Special meeting of the Council of the City of Richmond held or Wednesday, December 20, 2017.
Mayor (Malcolm D. Brodie)	Corporate Officer (David Weber)

The City will be consulting with the public on green lane standards in January, based on interest and feedback received from the community. The City had previously announced plans to construct a paved lane along an unopened City lane dedication between Richmond Street and Broadway Street, from No. 1 Road to 2nd Avenue, following completion of sanitary sewer repairs along that corridor.

The public consultation will now be expanded to seek public input on a number of lane standard options, including:

- Paved Lane
- Green Swale Lane
- Country Lane
- Bikeway

Schedule 1 to the Minutes of the Special meeting of Richmond City Council held on Wednesday, December 20, 2017.

Public consultation will take place during January. Two public open houses will be held at the Steveston Community Centre, 4111 Moncton Street, on Wednesday, January 10th and Wednesday, January 17th from 5:00 to 7:00 p.m. in the Great West Room.

Information boards detailing the options and feedback forms will be available at the open houses. City staff will be in attendance to answer questions and provide additional information. Public input will also be sought on other design measures, including traffic calming options.

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It is important to note that the City has no specific plans to develop any other unopened lane dedications at this time. Consistent with Council Policy 9016, lanes will only be constructed where there is a City-owned lane dedication and access is required for sewer or other infrastructure replacement.

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Milton Chan, Manager, Engineering Design & Construction mchan3@richmond.ca 604-276-4377

For questions regarding the public consultation, contact:

Ted Townsend, Director, Corporate, Communications and Marketing ttownsend@richmond.ca 604-276-4399

Note that City Hall is closed between December 22 and January 1. Any requests for service during this time can be directed to the Public Works 24-hour dispatch line at 604-270-8721.

CNCL - 21



Place:

Council Chambers

Richmond City Hall

Present:

Mayor Malcolm D. Brodie

Councillor Chak Au
Councillor Derek Dang
Councillor Carol Day
Councillor Ken Johnston
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves

David Weber, Corporate Officer

Call to Order:

Mayor Brodie opened the proceedings at 7:00 p.m.

1. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9788

(Location: 10011 Seacote Road; Applicant: Ken Phuah)

Applicant's Comments:

The Applicant was available to respond to queries.

Written Submissions:

None.

Submissions from the floor:

None.

PH17/11-1

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9788 be given

second and third readings.

CARRIED



2. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9789

(Location: 10460 Williams Road; Applicant: Raj Dhaliwal)

Applicant's Comments:

The Applicant was available to respond to queries.

Written Submissions:

None.

Submissions from the floor:

None.

PH17/11-2

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9789 be given second and third readings.

CARRIED

3. OFFICIAL COMMUNITY PLAN BYLAW 9000, AMENDMENT BYLAW 9520 AND RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9756

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

Applicant's Comments:

The Applicant (staff on behalf of the City of Richmond) was available to respond to queries.

Written Submissions:

- (a) Sadhu Johnston, City Manager, City of Vancouver (Schedule 1)
- (b) Suzanne Goldberg, Director, Public Policy-Canada (Schedule 2)

Submissions from the floor:

Don Flintoff, 6071 Dover Road, queried (i) whether multi-family developments will have an Electric Vehicle charging station in each residential parking space, and (ii) in the event of a common plug, which would be shared by all users, whether it would be regulated differently than a City-owned plug. Mr. Flintoff was of the opinion that the City would better benefit from a Supercharge charging station with larger voltages.





In reply to the delegation's queries, Brendan McEwen, Sustainability Manager, advised that (i) all residential parking spaces, excluding visitor parking, feature an electrical outlet capable of providing Level 2 charging, and (ii) in consultation with various stakeholders, it was determined that Level 2 charging would be preferable for at home charging applications.

PH17/11-3 It was moved and seconded

That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9520 be given second and third readings.

CARRIED

PH17/11-4 It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9756 be given second and third readings.

CARRIED

PH17/11-5 It was moved and seconded

That Official Community Plan Bylaw 9000, Amendment Bylaw 9520 be adopted.

CARRIED

PH17/11-6 It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9756 be adopted.

CARRIED

4. OFFICIAL COMMUNITY PLAN BYLAW 7100, AMENDMENT BYLAW 9775 AND OFFICIAL COMMUNITY PLAN BYLAW 7100, AMENDMENT BYLAW 9797

(Location: Steveston Village; Applicant: City of Richmond)

Applicant's Comments:

The Applicant (staff on behalf of the City of Richmond) was available to respond to queries.

Written Submissions:

None.





Submissions from the floor:

Ken Chow, Architect, expressed concern regarding the proposed changes to the Steveston Area Plan, noting that he is currently working on a development in Steveston and the proposed changes may impact the design of the proposed development and requested that his project be exempt from the proposed bylaw.

Jun Zi, representative for an investor with an active development in Steveston, expressed concern with the proposed bylaw and how it would negatively affect the active development. He remarked that the Applicant has met all of the City's requirements and therefore, the active development should be exempt from the proposed changes.

PH17/11-7

It was moved and seconded

That Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 9775 be given second and third readings.

CARRIED

Opposed: Cllr. Loo

PH17/11-8

It was moved and seconded

That Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 9797 be given second and third readings.

CARRIED

Opposed: Cllr. Loo

PH17/11-9

It was moved and seconded

That Official Community Plan Bylaw 7100, Amendment Bylaw 9775 be adopted.

CARRIED

Opposed: Cllr. Loo

PH17/11-10

It was moved and seconded

That Official Community Plan Bylaw 7100, Amendment Bylaw 9797 be adopted.

CARRIED

Opposed: Cllr. Loo

Minutes



Regular Council meeting for Public Hearings Monday, December 18, 2017

5. OFFICIAL COMMUNITY PLAN BYLAW 7100, AMENDMENT BYLAW 9062 AND RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9063

(Location: 4020, 4080, 4100, 4180, 4280 and 4300 Bayview Street (formerly 4300 Bayview Street); Applicant: Onni Development (Imperial Landing) Corp.)

Applicant's Comments:

The Applicant was available to respond to queries.

Written Submissions:

- (a) John Roston, 12262 Ewen Avenue (Schedule 3)
- (b) Rupert Whiting (Schedule 4)
- (c) Jim van der Tas, President, Steveston Merchants Association (Schedule 5)
- (d) Teresa Murphy, 9651 Finn Road (Schedule 6)
- (e) Colleen Burke, 4311 Bayview Street (Schedule 7)
- (f) Erika Simm, 4991 Westminster Highway (Schedule 8)
- (g) Marion Smith, Richmond resident (Schedule 9)
- (h) Don Flintoff, 6071 Dover Road (Schedule 10)
- (i) John Roston, 12262 Ewen Avenue (Schedule 11)
- (i) Tasha Schermerhorn, Richmond resident (Schedule 12)
- (k) Rossano DeCotiis, President, Onni Group (Schedule 13)
- (l) Memorandum from the Director, Development (Schedule 14)

Submissions from the floor:

Richard Wozny, Principal, Site Economics Ltd., reviewed in detail the process undertaken to determine the anticipated land lift value, commenting on (i) estimated lease rates, (ii) estimated capitalization rates, and (iii) estimated building values under the current zoning and under the proposed new zoning.

Bob King, 11100 Railway Avenue, spoke on the proposed amenity contribution amount and urged Council to accept nothing less than 100% of the land lift value.

Minutes



Regular Council meeting for Public Hearings Monday, December 18, 2017

John Roston, 12262 Ewen Avenue, remarked that lease capitalization rates are speculative based on current data and will not be confirmed until after the leases are executed. He suggested that Council accept the proposed community amenity contribution amount and review the matter in approximately three years, at which point the actual land lift value can be accurately calculated. He added that, should the land lift value be higher than what is currently estimated, additional amenity contribution funds be collected. Alternatively, Mr. Roston suggested that Council accept \$5.5 million as estimated by the City's economic consultant.

Kelly Greene, Richmond resident, spoke in opposition to the proposed development as she believes that small businesses in Steveston Village will be negatively affected. She expressed concern with the Applicant's intentions for the site and was of the opinion that the amenity contribution amount being offered was not sufficient.

Cynthia Rautio, 12282 English Avenue, expressed concern with the proposed hotel use as the site is in a residential neighbourhood. She was of the opinion that the proposed hotel would increase traffic in the area, and cited concern with the patrons of the hotel and use of the hotel by unauthentic visitors. Ms. Rautio then remarked that she did not believe that the hotel would have full occupancy year-round.

Don Flintoff, 6071 Dover Road, provided background information on the history of Imperial Landing. He then spoke on the anticipated hotel room amenities, and was of the opinion that eliminating kitchenettes would encourage visitors to dine at restaurants. Also, Mr. Flintoff spoke on the amenity contribution amount, noting that he was in favour of an amount in the 8-9 million dollar range.

Judy Schneider, 3851 Francis Road, expressed concern with regard to the proposed hotel use and was of the opinion that the introduction of large retailers in Steveston Village would negatively impact current local small businesses. Ms. Schneider then urged Council to reject the application.

Jim van der Tas, President, Steveston Merchants Association, spoke on the potential to rent the existing vacant space at the subject site to fishing companies in need of office space. He then suggested that the development be split into thirds whereby each third would be Retail, Commercial, and Maritime Mixed Use. Mr. van der Tas urged Council to consider a compromise that would benefit all involved and was of the opinion that the elimination of kitchenettes from the proposed hotel would be supported by Steveston restaurant owners.





Vern Renneberg, 4211 Bayview Street, expressed concern with regard to the first floor of the development site being used as a storage facility and remarked that he did not believe that Onni would be a good corporate neighbour in Steveston Village. He then queried the estimated land lift value reduction and urged Council to reject the application.

Jackie Turner, 12251 Hayashi Court, commented on a previous application submitted by the BC Packers for Imperial Landing. She noted that she would like to see the community amenity contribution go towards upgrading the Steveston Community Centre, which would benefit residents. Ms. Turner then commented on general business practices, noting that all businesses have competition and the market demand determines their viability. She then stated that she would like to see the current vacant space filled.

Jackie, 4080 Garry Street, spoke in opposition to the proposed development. She was of the opinion that Steveston Village did not need another hotel and believed that it would be vacant. She then queried the Applicant's intentions and was suspicious of the proposed project. She requested that Mixed Maritime Use remain the only zone applied to the subject site.

Rick Pawluk, 3257 Hunt Street, expressed concern with the proposed development and queried the Applicant's intentions. He urged Council to carefully consider the application and obtain a higher community contribution amount.

Mayor Brodie acknowledged the conclusion of the first round of public speakers and invited the Applicant to address Council on comments made by the public delegations.

Chris Evans, Executive Vice-President, Onni Group, referenced a letter dated December 18, 2017 from Rossano De Cotiis, President Onni Group (Schedule 13).

In response to queries from Council, Mr. Evans commented on the Onni Group's public perception in Richmond and was of the opinion that a disreputable business would not be in operation or be a successful business. He acknowledged challenges the company has faced in other projects, and remarked that these issues have been resolved and have provided valuable experience to the company. Mr. Evans then stated that Onni has been transparent and available to all stakeholders and despite their efforts, not all stakeholders have been satisfied.

Minutes



Regular Council meeting for Public Hearings Monday, December 18, 2017

Mr. Evans spoke to the current proposed amenity contribution amount, noting that the amount remains the same; however, as a gesture of good will, Onni is offering donations of \$250,000 to each of two local groups: the Steveston Historical Society and the Richmond Hospital Foundation.

In reply to further queries from Council, Mr. Evans commented on the anticipated hotel room rates, noting that like with any business, there would be seasonable fluctuations in price and prices may be comparable to those at the hotel situated at Lonsdale Quay. He then commented on the anticipated hotel operation model, noting that it would be marketed similar to that of Airbnb.

Mr. Evans concluded his remarks but stating that Onni believes the proposed application is a strong compromise from what was initially proposed and that Onni is open to hearing rationale whereby a developer contributes over 100% of an anticipated land lift value.

Seven speakers then addressed Council for a second time with new information.

Bob King, 11100 Railway Avenue, was of the opinion that the issue at hand was not financial, but instead about the project's impact on the community.

Cynthia Rautio, 12282 English Avenue, cited concern regarding the operation of the proposed hotel as an Airbnb-style, as hotel patrons would not be accountable and adjacent residents' security would be compromised.

In response to concerns raised regarding the operation of the proposed hotel as an Airbnb-style, Mr. Craig advised that should Council wish to apply restrictions on the proposed hotel, such conditions would need to be applied now and would become a rezoning consideration.

John Roston, 12262 Ewen Avenue, stated that disorderly conduct by hotel patrons was not welcome and advocated that his suggestions regarding the community amenity contribution be considered since accurate lease rates remain unknown.

Jim van der Tas, Steveston Merchants Association, advised that small businesses wish to see permitted uses limited on the subject site.

Vern Renneberg, 4211 Bayview Street, queried the proposed donations to the two local groups, noting that it was unorthodox.



Don Flintoff, 6071 Dover Road, expressed concern regarding the security of residents adjacent to the subject site, particularly if the proposed hotel is not staffed full-time. Mr. Flintoff stated that a conventional hotel operation was preferable.

In response to concerns raised, Mr. Evans clarified that the proposed hotel would only utilize Airbnb's room booking model as it is a valuable marketing tool and plays to consumers' desire to lodge in a residential-style accommodation.

Discussion ensued regarding the current proposed community amenity contribution amount and as a result, the following **motion** was introduced:

PH17/11-11

It was moved and seconded

That the rezoning considerations for Official Community Plan Bylaw 7100, Amendment Bylaw 9062 and Richmond Zoning Bylaw 8500, Amendment Bylaw 9063 be amended to reflect an amenity contribution of \$5.5 million as estimated by the economic consultants.

The question on the motion was not called as materials regarding a past marina proposal from the BC Packers was distributed (attached to and forming part of these minutes as Schedule 15).

Discussion took place on the proposed community amenity contribution amount. Also, it was clarified that a legal agreement would be registered on the subject site, which would ensure that all airspace parcels would remain under a single ownership scenario; should there be desire to stratify the subject site, a subsequent rezoning application would be required and be brought before Council for its consideration.

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

PH17/11-12

It was moved and seconded

That the Application by Onni Development (Imperial Landing) Corp. for a Zoning Text Amendment at 4020, 4080, 4100, 4180, 4280 And 4300 Bayview Street (Formerly 4300 Bayview Street) to amend the "Steveston Maritime Mixed Use (ZMU12)" Zone and the "Steveston Maritime (ZC21)" Zone be referred back to staff for further discussion with the Applicant and that a potential covenant for the proposed hotel to be operated similar to a traditional hotel be examined.

CARRIED

Opposed: Cllrs. Au

Day



Minutes

Regular Council meeting for Public Hearings Monday, December 18, 2017

ADJOURNMENT

PH17/11-13

It was moved and seconded

That the meeting adjourn (10:27 p.m.).

CARRIED

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 18, 2017.

Mayor (Malcolm D. Brodie)

Corporate Officer (David Weber)

Schedule 1 to the Minutes of the meeting Hearing Public Richmond City Council held on Monday, December 18, 2017.



To Public Hearing
Date: Dec. 18, 2017
Item # 3
Re: Bylaws 9520
9756

TO: MAYOR & EACH COUNCILLOR FROM: CITY CLERK'S OFFICE

OFFICE OF THE CITY MANAGER Sadhu Johnston, City Manager

December 13, 2017

Mayor and Councillors City of Richmond 6911 No. 3 Road Richmond, British Columbia V6Y 2C1

Dear Mayor and Councillors:

RE: Electric Vehicle Infrastructure Requirements in New Homes

On behalf of the City of Vancouver, I would like to express my support for the City of Richmond's proposed requirements for electric vehicle charging infrastructure in new developments, Shifting to electric vehicles (EVs) helps to reduce carbon pollution and air pollutants that impact human health, and helps residents and businesses save money.

The City of Richmond's proposed requirements are a bold step forward. They will ensure that when a resident in a new home switches to an EV, they will have EV charging capability in their home parking stall. This avoids the need for more costly retrofits, thereby eliminating a barrier to EV adoption. At the same time, the proposed standards will allow developers to take advantage of evolving technologies and minimize construction costs.

Since 2011, the City of Vancouver has required that all new homes be built with some electric vehicle charging circuits in their parking areas (all stalls for single family homes and duplex, and 20 per cent of parking stalls for multi-family). This has resulted in nearly 17,000 new home charging circuits since 2014 alone. Vancouver is planning to update our requirements in early 2018 to align with Richmond's proposed requirements so that 100 per cent of new residential developments will be EV-ready.

Once again, I commend your leadership on this important issue and encourage you to support the proposed requirements.

Yours truly,

Sadhu A. Johnston

City Manager

tel: 604,873,7627

sadhu.johnston@vancouver.ca

DEC 15 2017

BC's Top Employers

City of Vancouver, Office of the City Manager 453 West 12th Avenue Vancouver, British Columbia V5Y 1V4 Canada tel: 604.873.7625 fax: 604.873.7641 website: vancouver.ca

ON TABLE ITEM

Date: Dec. 18,2017

Meeting: Public Heaving

Item: <u>#3</u>

Schedule 2 to the Minutes of the Public Hearing meeting of Richmond City Council held on Monday, December 18, 2017.

From:

CityClerk

Suzanne Goldberg <suzanne.goldberg@chargepoint.com>

Sent:

Monday, 18 December 2017 16:50

To:

CityClerk

Subject:

Letter of support for the proposed Zoning Bylaw 8500, Amendment Bylaw No. 9756

Attachments:

2017.12.18 - ChargePoint Letter of Support.pdf

David,

Please find enclosed ChargePoint's letter of support for the City of Richmond staff's October 15, 2017 proposed Zoning Bylaw 8500, Amendment Bylaw No. 9756 for Electric Vehicle Charging Infrastructure –Requirements for New Developments.

ChargePoint applauds of the City of Richmond for considering this proposal and demonstrating its leadership in supporting electric vehicles. If you have any questions, please contact me at Suzanne.goldberg@chargepoint.com or (778) 558-3617.

-Suzanne

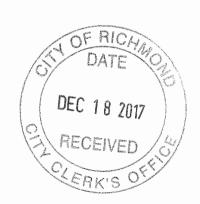
Suzanne Goldberg
Director, Public Policy - Canada
ChargePoint | chargepoint.com
+1.778.558.3617 mobile
ChargePoint, Inc. | Vancouver BC | Canada

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chargepoint.com

-chargepoin-

ChargePoint, Inc. 254 East Hacienda Avenue | Campbell, CA 95008 USA +1.406.841.4500 or US toll-free +1.877.370.3802

December 18th, 2017

David Weber City of Richmond City Clerk's Office 6911 No. 3 Road Richmond, British Columbia V6Y 2C1 Canada

RE: Support for the City of Richmond's zoning bylaw amendments for electric vehicle charging infrastructure requirements for new developments

Dear David,

ChargePoint is pleased to support the City of Richmond staff's October 15, 2017 proposed Zoning Bylaw 8500, Amendment Bylaw No. 9756 for Electric Vehicle Charging Infrastructure –Requirements for New Developments. ChargePoint, headquartered in Campbell, California, is the world's largest electric vehicle charging network, featuring over 43,000 charging spots, including over 700 ports in BC. Every 2 seconds, a driver connects to a ChargePoint station, and by initiating over 31 million charging sessions, ChargePoint drivers have driven over 744 million gas free miles.

This proposal builds upon the City's efforts to reduce GHG emissions and promote the use of electric vehicles, which can reduce emissions up to 98% relative to a gasoline vehicle. The proposal is well designed to address immediate and longer-term electric vehicle demand for several reasons:

- The proposal will accommodate near and long term demand with EV-ready infrastructure for all
 residential parking spaces, which will include an energized electrical outlet capable of providing a
 minimum of Level 2 charging infrastructure in each parking space
- The proposal accounts for the growing demand for electric vehicles in the region by including provisions for all parking spaces. Annual sales of electric vehicles have increased four-fold since 2013, and these trends are anticipated to continue.
- The proposal addresses one of the largest barriers to electric vehicle adoption: limited access to home charging. According to data from the US Department of Energy and Simon Fraser University, over 70% of charging occurs at home.
- The proposal will reduce the cost of future charging station installation significantly by preparing buildings now, at the time of construction for charging station infrastructure needs. Further more, as shown in the staff report, the use of energy management can further reduce installation costs for new development.

ChargePoint applauds of the City of Richmond for considering this proposal and demonstrating its leadership in supporting electric vehicles. Thank you for the opportunity to provide comments on this proposal. If you have any questions, please contact me at Suzanne.goldberg@chargepoint.com or (778) 558-3617.

Respectfully,

Suzanne Goldberg

Director, Public Policy - Canada, ChargePoint

Schedule 3 to the Minutes of the Public Hearing meeting of Richmond City Council held on Monday, December 18, 2017.

TO: MAYOR & EACH
COUNCILLOR
FROM: CITY CLERK'S OFFICE

To Public Hearing
Date: Dec. 18, 2017
Item # 5
Re: Bylaw 9662 906 3

From:

John Roston, Mr <john.roston@mcgill.ca>

Sent:

Wednesday, 22 November 2017 08:18

To:

Badyal, Sara

Cċ:

Brodie, Malcolm; Johnston, Ken; Au, Chak; Loo, Alexa; Dang, Derek; McPhail, Linda;

McNulty, Bill; Steves, Harold; Day, Carol; Sean Lawson

Subject:

Onni

Dear Ms. Badyal,

Whether Mr. Wozny is willing or not to update his report, Councillor Loo made the important point that the City would be foolish to go back to a consultant whose initial report was unsatisfactory.

Suggestions for your consideration:

- 1. Mr. Lawson has recommended Mr. Roger Chang of Johnston, Ross and Chang Appraisal as someone who has an expert knowledge of commercial real estate lease rates and cap rates in Steveston and is qualified to do a new uplift calculation.
- 2. It would be helpful if the new consultant could calculate the uplift both with and without financial services as an allowed use.
- 3. Mr. Evans of Onni could be asked whether he accepts that Building 2 could be subdivided or wishes to have additional expert input on the matter.

Many thanks for your continuing courtesy and helpfulness in this matter. John Roston



Schedule 4 to the Minutes of the Public Hearing meeting of Richmond City Council held on Monday, December 18, 2017.

TO: MAYOR & EACH
COUNCILLOR
OM: CITY CLERK'S OFFICE

To Public Hearing Date: Dec. 18,2017 Item # 5

Bylans 9062, 9063

From: Rupert Whiting < rupertwhiting@gmail.com>

Sent: Friday, 24 November 2017 12:35

To: MayorandCouncillors

Subject: Thank you for resisting Onni

Follow Up Flag: Follow up Flag Status: Flagged

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

I try to make a point of saying well-done when I see it happening.

Thanks to the seven who wisely voted to continue to resist the Onni proposals until there is an appropriate sum on the table. Even then there are things that money cannot put right but I agree with Mayor Brodie's comment that this hasn't been and won't be an overnight decision and, when the time comes, the local businesses and landlords will no longer be able to say that they were taken by surprise. For now though I support a minimum fee from Onni of \$10M.

One thing that I would never support is the notion of any city-run facility having Onni as the landlord. That would be a very unwise compromise unless it was only for a fixed term to allow redevelopment of another site.

To Ms Loo and Mr Johnson I think that you need to take a good long look at what you stand for in the long term for the city. Neither of you will be getting my vote in any future election and Ms Loo, I used to be an advocate of yours.

Best regards

Rupert Whiting (604) 339-5369 rupertwhiting@gmail.com



Schedule 5 to the Minutes of the meeting Hearing Public Richmond City Council held on : ROM: CITY CLERK'S OFFICE Monday, December 18, 2017.

TO: MAYOR & EACH COUNCILLOR

Jim van der Tas <jlvandertas@gmail.com>

New fishing companies coming to Steveston.

Wednesday, 29 November 2017 11:30

To Public Hearing Date: Dec. 18, 2017

Item #5

Bylaws 9062 9063

From:

Sent:

To:

Cc:

Subject:

Follow Up Flag: Flag Status:

Categories:

Follow up

MayorandCouncillors

Sean Lawson; Badyal, Sara

Flagged

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

Good morning mayor and council,

I just wanted to make you aware of some new information I have become aware if in the last few days. I had a meeting with Robert Keisman from the harbour authority last week discussing a new initiative for the village. During that conversation he mentioned to me that he is looking for office space for NEW fishing companies moving to Steveston village. He indicated that many, not just one or two, companies are moving there head quarters to the village and he is at 100 % capacity and has no space for them. He will be lobbying for money to convert or build new space for these new companies. He is very excited about this and said it could double the harbour activity. This is all great news for the village. The fishing industry is not dead in Richmond and the lower mainland it is alive and well. Robert knows that I am sharing this information with you. He will be making some announcements early in the new year.

I am bringing this to your attention in light of the ONNI space that still sits empty. We have heard for years there is no way there is anyone to fill the space as MMU. I believe now there may be some viable businesses to fill some of the Onni buildings given this new information.

I would like to make clear that the SMA has never taken the stance that all the space should remain MMU. A good mix of varying businesses would be ideal for a host of reasons. Reasons ranging from new services being added for the residents, freeing parking in evenings and weekends, to new clientele for existing local business and new hot spots for the waterfront.

We are aware that some decisions are still in the works regarding this space. May we suggest that you continue to consider allowing some MMU for the rezoning. The SMA has always taken the position that a healthy mix is the answer so nobody has the upper hand and nobody looses.

Given this new information could we suggest the following as it pertains to rezoning, with the idea if we are able to restrict zoning somewhat we can steer what the buildings are ultimately filled with. Doing so achieves a healthy balance of uses.

As follows by building.

Building 5 and 6 to be zoned for Hotel only – this ensures the hotel does get built. The hotel idea is a very popular solution, it has garnered much support and is a much needed new use.

Building 4 keep MMU – Steveston hardware or NEW fishing companies can fill this space.

Building 3 Retail and MMU. We can see this being used for both.

Building 2 MMU Given the many new companies this could be used easily as MMU. We believe that ONNI will fill that space quickly with a grocery store if given the zoning to do so. The grocery store is liked by some but many many more are very vocal that this is the wrong spot for a host of reasons, you have heard them all. Do we really need 3 grocery stores within 2 walking blocks of each other?

Building 1 – Full on Retail.

We would even suggest you allow retail zoning right now for building 1 and 3 and they can start the process of leasing out the very next day, starting construction early in the new year. If that were to happen I believe a lot of pressure would be alleviated on finding a solution for the remaining buildings. It should be noted that in doing so it will of course change the lift and the contribution that Onni needs to give.

Thank you in advance for reading this longer that anticipated e-mail. As always if you have any questions please feel free to contact me directly.

Sincerely,

Jim van der Tas C 604-834-0693

Sent from Mail for Windows 10

MayorandCouncillors

Schedule 6 to the Minutes of the Public Hearing meeting of Richmond City Council held on Monday, December 18, 2017.

TO: MAYOR & EACH
COUNCILLOR
FROM: CITY CLERK'S OFFICE

From:

TERESA MURPHY < tmmurphy@shaw.ca>

Sent:

Friday, 15 December 2017 13:01

To:

MayorandCouncillors

Subject:

Here is an article about Onni worth reading

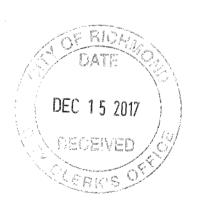
Ηi,

Did you see this article about Onni?

https://globalnews.ca/news/3910790/vancouver-onni-rentals/?utm_source=GlobalBC&utm_medium=Facebook

All the best,

Teresa Murphy, 9651 Finn Road



Canada December 11, 2017 7:55 pm

Updated: December 11, 2017 9:58 pm

Vancouver approved a condo project, in part, because it had rentals. They cost \$5,400/month

By Jesse Ferreras and Tanya Beja Global News

A new building in Downtown Vancouver is under fire, with critics saying it does nothing to increase market rentals in the city. Tanya Beja reports.

The City of Vancouver is pushing to secure more rental housing so that its people can find a place to live.

That's a tough task to accomplish when units are going for \$5,400 — precisely for a building by developer Onni that's located on Richards Street downtown.

WATCH: Vancouver 'kickback' to prominent developer

Years ago, the city granted Onni a rezoning for the building with an increased floor space ratio (FSR) — meaning it could take up more room on the land it was located upon.

The project was to be located in a zone that only allowed for an FSR of 5.0, but city staff recommended that the ratio be hiked up to 8.87 — increasing the buildable floor space from 150,000 sq. ft. to 265,945 sq. ft.

READ MORE: EXCLUSIVE: City of Vancouver says it mistakenly gave \$1.5M break to real estate developer

The city recommended this after the developer pledged numerous features in the building.

One was that it would include a 37-space daycare — an amenity that city staff "welcomed."

Another was that it would include 130 market rental units.

Said a staff report: "the provision of rental housing advances a significant housing policy goal of the city since rental housing is affordable to a broader range of household incomes than home ownership."

Council voted it through. But at least one councillor regrets supporting it now that she's seen how much it costs to rent there.

A Craigslist post shows a 450-sq.-ft. unit being offered for \$5,400 per month, and a two-bedroom for \$6,600.

"This is not for the local market," said Coun. Adriane Carr. "This is not solving the housing affordability crisis in this city."

She was concerned that units at the building would function less like rental housing and more like an extended-stay hotel.



Condo buildings in Vancouver.

"I absolutely would not

THE CANADIAN PRESS/Darryl Dyck

have approved it" had she known, Carr told Global News.

This isn't the first time that Onni has come under scrutiny for taking rental units and renting them out for short periods.

READ MORE: City of Vancouver now considering legal action against unlicensed luxury hotel

Earlier this year, the developer paid a \$24,000 fine for taking nightly rentals at its building on Seymour Street.

A spokesperson for the project said units there won't be rented for less than a month at a time — and that's legal.

READ MORE: Vancouver approves new regulations for short-term rentals like Airbnb

CNCL - 41

Carr wants city bylaws changed so that units are preserved as rental housing.

"It should be very clear in our bylaw that it's long-term rentals, not one month," she said.

This very building also faced scrutiny late last year when Onni received a \$1.5-million Development Cost Levy (DCL) waiver under the city's Rental 100 program, even though it didn't qualify for one.

In the wake of the waiver, Vancouver city Coun. George Affleck pushed a motion that the city carry out an external audit looking into how it was granted.

Council approved that motion, but in a June 1 memo, Vancouver city manager Sadhu Johnston said internal audit work done by staff "achieves council's directive for a thorough and transparent review of this situation."

READ MORE: Developer under fire for years of luxury short-term rentals in Vancouver without hotel license

He said an external audit would cost anywhere between \$230,000 and \$350,000 "to replicate the full scope of the internal audit review." So they didn't proceed with an external audit.

As for Onni, it repaid the \$1.5-million waiver to the city.

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Public Hearing

meeting Richmond City Council held on Monday, December 18, 2017.

Schedule 7 to the Minutes of the

TO: MAYOR & EACH COUNCILLOR FROM: CITY CLERK'S OFFICE

MayorandCouncillors

From: Sent:

Colleen Burke <mcburke@telus.net> Friday, 15 December 2017 13:50

To:

>

>

MayorandCouncillors

Subject:

ONNI Public Hearing Dec 18

- > I think it's really important for councillors who believe a Granville Island atmosphere will result from the proposed zoning change to realize that this won't happen at imperial landing. The conditions are too different.
- > Granville Island was a federal project located on federal lands; the farmer, food and craft markets located there could never afford to lease from a private owner. Let alone rates such as Onni wants to get at imperial landing. If that were so, their waterfront at Steveston would be leased already to occupants engaged in maritime related uses.
- > The lease rates Onni expects would be prohibitive to small scale operators such as are located at Granville Island. municipal government has no power to tell a private land owner who they may rent to, what they may charge, and (given the expansive retail and general commercial zoning) what they choose to sell. It can't determine what kind of atmosphere will result.
- > Far more likely, if you vote in the proposed uses, will be chain businesses with their usual signage, resulting in an ordinary strip mall appearance, perhaps a bit jazzed up, with resulting traffic congestion, collisions, noise, visual clutter, garbage, theft, vandalism, and so on.
- > We who moved to the Bayview paid a premium to live in the neighbourhood as currently zoned. Why are the Onni companies the only ones whose land values are under consideration?
- > As a personal example: After living in Steveston for 21 years, in 2011 I paid \$40,000 more for a townhouse on east Bayview than a newer, bigger one across from the community centre, because east Bayview was a much quieter, friendlier and greener place, with the peaceful ambience of the river close by. There was no indication then that the OCP and Zoning would allow for a shopping centre. Onni had not yet built the waterfront structures. We had reason to assume that Onni would adhere to the use restrictions. The Maritime and related uses were unlikely to change the character of the neighbourhood and would have been enough additional traffic and "liveliness".
- > As you know Onni built for a shopping centre, in utter disregard for the neighbourhood values, character, traffic conditions and use restrictions. In doing so it betrayed those who invested in imperial landing as a comfortable, home like community.
- > Until now I have never heard of a shopping centre or a giant strip mall being placed at the back of such a neighbourhood. For good reasons these mega commercial uses are normally located in downtown areas or on intersections of traffic arteries.
- > If the zoning must change, it should not change so drastically as this. The addition of daycare use was fine, as it is compatible with existing uses and a necessary one for local families. RICHMO
- > It seems Onni has come up with a use a hotel that would hook the existing restauranteers and small retailers in the village into supporting its plan for a shopping centre. The general commercial and retail proposals will have a very detrimental effect on our neighbourhood as well as the character of Steveston village and the prosperity of Missmall businesses.

CNCL - 43

> Some of you have noticed how mega fortress houses have come to dominate and destroy existing home neighbourhoods. Can you imagine that allowing a mega strip mall, complete with hotel will somehow be compatible in this similar setting? > It is not just that our homes will lose value with the large increase in traffic, crime, air, noise, garbage and light pollution. Allowing general commercial and hotel use will change our neighbourhood forever. And will dominate and destroy it. > Aside from other commercial destinations, a 32 unit hotel could by itself result in thousands more vehicles using our small street, at all hours. > Yet, Onni and city council seem absolutely determined to get the shopping centre underway. > I have noted this in previous communications to Council, but it cannot be emphasized enough: It is shockingly improper that the sole consideration on this rezoning proposal appears to be the amount of money Onni must pay for the bylaw amendments. > > Land use decisions are supposed to be about compatibility with existing uses, impacts on affected properties and neighbourhood character, the environment, health, safety, (and yes - land values: but not just the land values of one owner or set of shareholders). It appeared to me and others, at the public hearing in October, that most of the council members had made up their minds to vote for the amendments. Only the developer's "contribution" was left to be resolved. > The minutes of the continued hearing in November and the recent newspaper notice for the December 18 hearing suggest the same: the zoning is for sale and price is all that matters. > There is no point to having a planning department if a developer can build and use for whatever it wants, subject only to a price requirement. > Like many of my fellow residents in the village of Steveston, I have lost hope in getting fair representation on the imperial landing proposal, let alone seeing our village heritage respected and appropriately conserved.

> If the proposed amendments go through, however, I too will be looking at selling and moving away.

> I have been committed to Steveston in so many ways.

> I'm old now. I had hoped to be here forever.

> It's just so heartbreaking.

> M C Burke > 4311 Bayview > Steveston

>>



Schedule 8 to the Minutes of the Public Hearing meeting of Richmond City Council held on Monday, December 18, 2017.

December 15, 2017

TO: MAYOR & EACH
COUNCILLOR
FROM: CITY CLERK'S OFFICE

To: Mayor and Council City of Richmond, 6311 No 3 Rd. Fax: 604-278-5139

from Erika Simm 4991 Westminster Hwy Richmond, B.C. V7C 1B7

Re: application by ONNI for a zoning amendment at Imperial Landing

Dear Mayor and Councillors,

It seems to me that Onni has made hardly any advancements to meet the MMU zoning requirements, which where present when Onni purchased the parcels of waterfront land at 4300 Bayview Street.

This site is absolutely the very best location on the old "Packers" site. As you know in Real Estate it is all about location, location, location.

It was advantageous for Onni to be able to purchase the parcels at a price that considered the MMU zoning which was in place at that time.

But, rather than being a good corporate development company, Onni chose to ignore this special zoning, which was put in place by a large, very diverse committee to enhance the continued maritime / fishing theme and use along Stevestons waterfront.

Onni chose a stalemate rather than to comply with City zoning regulations.

As a retired Realtor I have met many developers in my day, but I have never encountered a development company like this! Most developers contribute some public amenities to the communities they do business with. They care about their image and are benevolent, especially after they have reached their goal of a large and dominant corporation in Greater Vancouver. The least they could have done is to comply with City zoning regulations like every other developer.

If Council at this time decides to accept a one time sum for the value increase of the zoning upgrade of the parcels at 4300 Bayview Street, than it should be no less than \$ 9 Mil. which is the amount the City's consultant Site Economics Ltd determined. 9 Million is a small amount in the scheme of things, it is the cost of doing business for Onni. This amount is not even enough to build a library annex to the existing community centre, for instance.

I don't think that anything less is acceptable for the people of Richmond, and especially for the people of Steveston.

Thank you.

Yours, as always Euka Simm

Schedule 9 to the Minutes of the Public Hearing meeting Richmond City Council held on

Monday, December 18, 2017.

ON TABLE ITEM

Date: Dec. 18, 2017

Meeting: Public Hearing

Item: #5 Onni

MayorandCouncillors

From: Sent:

Marion Smith < marionsmith@shaw.ca> Saturday, 16 December 2017 22:07

To:

MayorandCouncillors

Subject:

ONNI's Vancouver rentals - recent Global news coverage

Categories:

- DISTRIBUTED ON TABLE, - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S

OFFICE

Dear Mayor and Councillors,

You should be aware of ONNI's activities in Vancouver. See this link from Global BC's Dec 11th news regarding the rental rates they are charging in a new development.

https://globalnews.ca/news/3910790/vancouver-onni-rentals/

Regards, Marion Smith



Canada December 11, 2017 7:55 pm

Updated: December 11, 2017 9:58 pm

Vancouver approved a condo project, in part, because it had rentals. They cost \$5,400/month

By Jesse Ferreras and Tanya Beja Global News

A new building in Downtown Vancouver is under fire, with critics saying it does nothing to increase market rentals in the city. Tanya Beja reports.

The City of Vancouver is pushing to secure more rental housing so that its people can find a place to live.

That's a tough task to accomplish when units are going for \$5,400 — precisely for a building by developer Onni that's located on Richards Street downtown.

WATCH: Vancouver 'kickback' to prominent developer

Years ago, the city granted Onni a rezoning for the building with an increased floor space ratio (FSR) — meaning it could take up more room on the land it was located upon.

The project was to be located in a zone that only allowed for an FSR of 5.0, but city staff recommended that the ratio be hiked up to 8.87 — increasing the buildable floor space from 150,000 sq. ft. to 265,945 sq. ft.

READ MORE: EXCLUSIVE: City of Vancouver says it mistakenly gave \$1.5M break to real estate developer

The city recommended this after the developer pledged numerous features in the building.

One was that it would include a 37-space daycare — an amenity that city staff "welcomed."

Another was that it would include 130 market rental units.

Said a staff report: "the provision of rental housing advances a significant housing policy goal of the city since rental housing is affordable to a broader range of household incomes than home ownership."

Council voted it through. But at least one councillor regrets supporting it now that she's seen how much it costs to rent there.

A Craigslist post shows a 450-sq.-ft. unit being offered for \$5,400 per month, and a two-bedroom for \$6,600.

"This is not for the local market," said Coun. Adriane Carr. "This is not solving the

1/3

housing affordability crisis in this city."

She was concerned that units at the building would function less like rental housing and more like an extended-stay hotel.

"I absolutely would not have approved it" had she known, Carr told Global News.



Condo buildings in Vancouver.

THE CANADIAN PRESS/Darryl Dyck

This isn't the first time that Onni has come under scrutiny

for taking rental units and renting them out for short periods.

READ MORE: City of Vancouver now considering legal action against unlicensed luxury hotel

Earlier this year, the developer paid a \$24,000 fine for taking nightly rentals at its building on Seymour Street.

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READ MORE: Vancouver approves new regulations for short-term rentals like Airbnb

Carr wants city bylaws changed so that units are preserved as rental housing.

"It should be very clear in our bylaw that it's long-term rentals, not one month," she said.

This very building also faced scrutiny late last year when Onni received a \$1.5-million Development Cost Levy (DCL) waiver under the city's Rental 100 program, even though it didn't qualify for one.

In the wake of the waiver, Vancouver city Coun. George Affleck pushed a motion that the city carry out an external audit looking into how it was granted.

Council approved that motion, but in a June 1 memo, Vancouver city manager Sadhu Johnston said internal audit work done by staff "achieves council's directive for a thorough and transparent review of this situation."

READ MORE: Developer under fire for years of luxury short-term rentals in Vancouver without hotel license

He said an external audit would cost anywhere between \$230,000 and \$350,000 "to replicate the full scope of the internal audit review." So they didn't proceed with an external audit.

As for Onni, it repaid the \$1.5-million waiver to the city.

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ON TABLE ITEM

Date: Dec. 18, 2017

Meeting: Public Hearing

Item: #5-Onni

Schedule 10 to the Minutes of the Public Hearing meeting of Richmond City Council held on Monday, December 18, 2017.

MayorandCouncillors

From:

Don Flintoff <don_flintoff@hotmail.com>

Sent:

Sunday, 17 December 2017 12:19

To:

MayorandCouncillors

Subject:

Onni - December 20, 2017 Public Hearing OFFICIAL COMMUNITY PLAN BYLAW 7100, AMENDMENT BYLAW 9062 AND RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9063 Location: 4020, 4080, 4100, 4180, 4280 and 4300 Bayview Street (formerly

4300 Bayview Street) Applican

Attachments:

Onni and Community Amenity Contributions Dec 19.docx

Categories:

- DISTRIBUTED ON TABLE, - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S

OFFICE

Hi,

See attached letter to Council.

Cheers & Merry Xmas,

Don



December 12, 2017

Mayor & Council City of Richmond

RE: December 20, 2017 Public Hearing

OFFICIAL COMMUNITY PLAN BYLAW 7100, AMENDMENT BYLAW 9062 AND RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9063

Location: 4020, 4080, 4100, 4180, 4280 and 4300 Bayview Street (formerly 4300 Bayview Street)

Applicant: Onni Development (Imperial Landing) Corp.

Previous History

A bit of history of the site gleamed from the City's website -

Imperial Landing Chronology - 1998 to Present

Sept. 17, 1998 - A Land Use Plan for the Steveston Properties Site was officially adopted by Council.

Dec. 1998 - B.C. Packers submitted an Application for Rezoning, Development Permit & Subdivision.

Oct. 1999 - B.C.Packers Rezoning Application reaches Third Reading (6-3).

May 28, 2001 - Council approves B.C. Packers Application (5-3). (Report May 24/01, File No. 8060-21-7108/RZ 98753805) (Reqms No. 420882)

For: Dang/Greenhill/Johnston/Kumagai/McNulty

Against: Mayor Halsey-Brandt/Brodic/Steves

Absent until 8:08 pm — Barnes

Sep. 2001 - The City obtained title to the Waterfront Lands from B.C. Packers.

Dec. 2001 - The Site and Development Plans were sold to the Onni Group.

March - 2003 - The waterfront park and boardwalk opened to the public.

Nov. 2003 - Various 'visions' were presented in Public Open Houses at City Hall.

Dec.15/16, 2003 — General Purposes Committee Meetings: the Gen. Mgr. Parks, Recreation & Cultural Svees presented "Feedback – Imperial Landing Open Houses".

Differing views, opinions, and concerns were expressed by those present.

This report was referred to staff for further consideration of 20 elements.

Feb. 20, 2004 -General Purposes Committee Meeting: The Manager, Policy Planning, outlined in a Report by Planner David Brownlee, various elements which were to be reviewed, arising from the Dec. 11, 2003 report 'Feedback - Imperial Landing Open Houses", from the General Manager Parks, Recreation & Cultural Services. Three options were outlined, with the third arising from the General Manager, Urban Development and Onni representatives exploring a possible 'Compromise Option'. "Staff were directed to further explore with Onni Development (Imperial Landing) Corp. a modified development package for the Imperial Landing Maritime Mixed Use (MMU) area and the northeast corner of Bayview and No.1 Road with the objective of having Onni submit a rezoning application for Council's consideration". (All Council incl Kumagai).

Exploring the compromise option, the following elements were included:

- * an additional 30,000 sq.ft. of residential development would be permitted within the MMU:
- * an additional 7,000 sq.ft. of retail commercial for north of Bayview St., near No.1 Road intended to accommodate a specialty grocery store;
- * the existing zones for the MMU would be altered to permit retail commercial;

- * Onni would design and build a fish market within the MMU area provided that there was a bonafide commitment to lease such space from interested parties:
- * Onni would make a financial contribution toward future waterfront or other improvements. It is intended that this matter would be discussed in a future closed Council session.
- (On page 7, the Financial Impact of Compromise Option 3, is noted as "\$1.7 million or more potential contribution toward community amenities.")
- March 1, 2004 General Purposes Committee Meeting: Mr. Crowe, Manager Policy Planning and Mr. Burke, Manager, Development Applications, reviewed with Committee the charts which were on display, to explain the modified development proposal for the Imperial Landing Maririme Mixed Use (MMU) area and the north-east corner of Bayview Street and No.1 Road.

 Moved and seconded: that staff report to Committee with visions for the Imperial Landing Maritime Mixed Use (MMU) area and the north-east corner of Bayview Street and No.1 Road, without pre-commitment, on alternatives for the site. Elements (a) to (f) to be considered; also that staff provide information on (i) the timing of a presentation to the public for discussion on the alternate visions, and (ii) how the public consultation process would be undertaken, Carried:
- Dec. 20, 2005

 In the Planning Committee Minutes.—"Mr. Burke provided an oral update on the status of the Onni rezoning proposal. He advised that staff were currently reviewing the revised plans, which had increased the size of the residential component and decreased the size of the commercial element. Mr. Burke added that the key components were still included in the design, and that once staff had completed their review, the developer would be holding public information meetings in the area to present the proposal to area residents. General Manager, Urban Development, Joe Erceg advised that full vehicular access had been negotiated through the Onni property to the City-owned waterfront property; and as well, the developer had agreed to organize the property in such a way to increase the outdoor plaza area for use by the City". Reference was made to the current zoning of the City-owned water lot property as it related to the Onni proposal, and advice was given that staff would review that issue as part of their review of the Onni project.
- Dec. 20, 2005 to Dec. 2006 No mention of progress with the proposal is noted in Council Minutes or those of the Planning or General Purposes Committees. The last significant review and discussion involving public participation took place March 1, 2004.

April/May 2006 - Onni held several selective and one short Public Open House (May 24, 2006), to present what is being proposed for the site (No descriptive handout provided).

The eastern section from Easthope Ave. includes three condominium buildings, with a total of approximately 100 residential units.

Dec. 13, 2006 - Onni held a Public Open House re Imperial Landing. Community invited to learn about what was being proposed for this site. (No information piece provided)

The west end of the site from Easthope Ave is now commercial and includes the grocery store which moves from the northeast corner of No.1 Road and Bayview Street. The residential component remains east of Easthope Ave. and includes 12-15 townhome units of varying height to English Ave and then a condominium structure paralleling Bayview Street with approximately 30 units and another condominium building running north/south at the eastern limit with about 30 units. Very little public open/green space between the residential buildings and the walkway, has been included.

Onni's Request

Onni has asked the City to amend the OCP and the definition of "Maritime Mixed Use". Hence, the Community will lose the Maritime Mix Used granted by Bylaw 9062. The buildings are 30,530 sq. ft. in total with 106 underground parking stalls located on the urban waterfront in Steveston.

The CAC Numbers & Calculation Results

As Onni has been the one presenting offers in this negotiation, it is time for the City to put forward their offer for Onni's consideration. There are numerous calculations with a wide range of numbers to digest. Onni will argue that Mr. Roston's numbers are too high and Mr. Roston will argue Onni's numbers are too low. It is time for the City to put its "best and final offer" on the table before closing this matter for the foreseeable future.

Council has lots of numbers to consider. However, it has yet to land on a number. The numbers are listed below:

- On March 17, 2014, Onni had proposed a CAC of \$1.5 million.
- On May 7, 2014, Mr. Roston submitted his analysis showing the suggested CAC should be \$8.6 million.
- In June 2017, Coriollis recommended a CAC of \$2.04 million to \$2.55 million.
- On September 13, 2017, Mr. Roston revised his CAC to \$11.9 million.
- On October 11, 2017 the Community Amenity Contribution offered by Onni was \$2.375 Million.
- On October 16, 2017, as part of their delegation to Council, Onni increased their community amenity contribution offer amount to \$3,375,000.

- On November 2017, Onni offers to voluntarily contribute \$4.75 million towards the Steveston Community Amenity provision account.
- A recently received calculation shows that the community amenity contribution should be \$12.212 million for Buildings 1-4 and another \$8.45 million for Buildings 5-6 for a total of \$20.66 million.

Currently the CAC amounts being discusses, range for \$11.9 million to \$20.66 million by members of the Community, and Onni's most recent offer of \$4.75 million. Taking the lower number of about \$12 million and Onni's amount of \$4.75 million, we can split the difference at about \$8 to \$9 million as a possible settlement amount.

Changed Perceptions of Onni

Given the passage of time and the recent publicity about Onni:

- Dec. 2, 2016: Onni tells Global News it will repay the City of Vancouver the \$1.5—million waiver it was allegedly mistakenly granted.
- December 2, 2016 Global News The Rental 100 program has already come under scrutiny this week, after Global News discovered the developer Onni was given a \$1.5-million kickback under the program for their mixed condo/rental building The Charleson, despite not qualifying for the incentive and never having applied for it.
- CBC News Posted: Mar 30, 2017, Onni has been warned twice to stop the practice, says City of Vancouver

For the reasons above, any CAC settlement should require a bond be posted by Onni for the settlement amount.

A Proposed Negotiated Settlement

One solution might be a CAC of about \$8-9 million. This would be a suitable amount even though it falls short of Mr. Roston's and other calculations. The CAC should be applied to the upgrade of the net loft (in the 2018 capital budget) and is in line with the Maritime Mixed Use the City will forfeit by amending the bylaw. Onni should consider this amount as the City's "Best and Final Offer". As the City must rely upon Onni to fulfill its part of any negotiated agreement, it should require a bond be posted.

As part of the settlement agreement, the City will permit the amended zoning requested, will allow hotel suites without kitchens and will permit a wine bar similar in nature to the Cobblestone Wine bar in Naramata¹. Also, the hotel should portray a maritime theme to reflect the intent of the Maritime Mixed Use no longer required to be provided by Onni. Properly done, this Maritime theme hotel could emulate the Naramata Heritage Inn & Spa shown below.

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¹ https://naramatainn.com/



Onni owns a prime piece of waterfront urban property with very few comparable sites of the same caliper on the west coast and this negotiated settlement should be considered as an excellent long term compromise by Onni and the City. As with any negotiations, the settlement should provide benefits to both parties. The City keeps its Maritime Mixed Use by using the CAC to upgrade the Net Loft and Onni gets its rezoning and a wine bar.

Recommendations

- 1. If Onni accepts the negotiated settlement they should be required to post a bond for the \$8.0 million CAC.
- 2. If Onni counters by insisting on kitchen in the hotel suites, then the settlement amount must increase to \$10 million and be secured by a bond.
- 3. If Onni rejects the offer by the City, then the City should not entertain any further amendments to the OCP and the definition of "Maritime Mixed Use" for this site for at least 5 years as there is other City Business to attend to.

D. Flintoff 6071 Dover Rd., Richmond

ON TABLE ITEM

Date: Dec. 18, 2017

Meeting: Public Hearing

Richmond City Council held on Item: #5-Onni Monday, December 18, 2017.

CityClerk

From:

Badval, Sara

Sent:

Monday, 18 December 2017 08:51

To: Cc:

CityClerk Craig, Wayne

Subject:

FW: Onni

Attachments:

Onni Imperial Landing Dec 18 2017 Rezoning Amenity Contribution Calculation.pdf

Schedule 11 to the Minutes of

the Public Hearing meeting of

----Original Message----

From: John Roston, Mr [mailto:john.roston@mcgill.ca]

Sent: Saturday, 16 December 2017 12:40

To: Brodie, Malcolm; Johnston, Ken; Au, Chak; Loo, Alexa; Dang, Derek; McPhail, Linda; Day, Carol; McNulty, Bill;

Steves, Harold

Cc: Badyal, Sara; Sean Lawson

Subject: Onni

Dear Mayor and Councillors,

I have a couple of options to suggest for resolving the Onni amenity contribution saga. The preferred one proposes an amenity calculation based on fact, not guesses. It does not rely on consultants. It does not rely on trust and goodwill. It allows the project to proceed immediately without further hearings and chasing around in circles. Details are in my attached submission to the Dec. 18 Public Hearing.

With best wishes for the holiday season, John Roston

john.roston@mcgill.ca

John Roston

12262 Ewen Avenue Richmond, BC V7E 6S8

Phone: 604-274-2726 Fax: 604-241-4254



Onni Imperial Landing Rezoning Amenity Contribution Calculation

Roston submission for Public Hearing December 18, 2017.

High lease rates and a low cap rate increase the uplift in property value that would result from rezoning. Doubts were raised about the report by the City's consultant, Mr. Wozny, because he used lease rates for some buildings that were lower than the lease rates that Onni submitted in 2014 as their expected lease rates and he used a cap rate that was higher than the cap rate submitted by Onni's consultant. A Steveston real estate agent, Mr. Lawson, also submitted his view that much higher lease rates and a much lower cap rate should be used.

At the last Public Hearing on Nov. 20th, Mr. Craig stated that staff had been in touch with Mr. Wozny and he did not wish to change his report. Councillor Loo pointed out that if Council had doubts about Mr. Wozny's report, it should not go back to him, but engage a different consultant. After the Public Hearing, Mr. Lawson submitted the name of a highly qualified appraiser who is familiar with Steveston commercial real estate. Staff nevertheless went back to Mr. Wozny and, as expected, he did not change his report. It's hard to see how Council is further ahead than it was on Nov. 20th.

The central problem is that no one knows the correct lease rates and cap rate that should be used in the calculation. The use of consultants results in educated guesses, but they are still guesses and not fact.

I have two options to suggest:

Suggested Option 1:

- A. There is no way to be sure of an appropriate cap rate without putting the buildings up for sale. Therefore, the easiest way to agree on a cap rate is to accept the 5.25% rate submitted by Onni's consultant.
- B. The lease rates and the costs involved in leasing are unknown until the buildings are actually leased. It may take a couple of years to fit out and lease all the space. Some of the space may be initially leased at artificially low rates for a brief period until longer term tenants can be found.
- C. The easiest way of being sure that accurate lease rates and leasing costs are being used is to agree on an amenity contribution that is split into two installments:
 - 1. The immediate payment of Onni's current offer of \$4.75 million.
 - 2. The calculation 3 years from now of the total uplift using the actual lease rates and leasing costs at that time for all 6 buildings. Agree now that the total amenity contribution will be the greater of 75% of that calculation of actual uplift or the \$4.75 million already paid. If that total amenity contribution is greater than \$4.75 million then the difference will be paid at that time.
 - 3. If Onni is operating a hotel itself rather than leasing it to an independent hotel operator, then the actual hotel revenue can be used to calculate an appropriate nominal lease rate.
- D. The advantage of this arrangement is that the amenity calculation is based on fact, not guesses. It does not rely on consultants. It does not rely on trust and goodwill. It allows the project to proceed immediately without further hearings and chasing around in circles.

Suggested Option 2:

- A. If Onni does not accept Option 1 then the main reason will be that it knows the actual lease rates will be much higher than the lease rates used by the consultants and/or the leasing costs will be much lower. That should give Councillors pause in considering other options.
- B. Councillors for whom the hotel is a key factor in their support for rezoning should keep in mind that Onni has refused to commit to actually opening a hotel.
- C. Similarly, Councillors for whom eliminating empty buildings is a key factor should keep in mind that Onni may leave Buildings 5 and/or 6 empty to continue public pressure for rezoning to allow retail.
- D. If Councillors nevertheless choose to pursue a single amenity contribution payment now, then the full \$5.5 million contribution calculated by the City's consultant should be the lowest amenity contribution that the circumstances allow them to accept.
- E. Although this option allows the project to proceed immediately without further hearings, the amenity calculation is based on guesses by consultants. The issues of trust and goodwill remain. There is the possibility that in 3 years, when actual lease rates are known, the acceptance of \$5.5 million will become a political issue.

Finally, I hope that Council will direct the amenity contribution to a Steveston amenity fund rather than the current designation for a new Steveston Community Centre. There should be consultation with Steveston residents on priorities before a decision is made on best use of the funds.

John Roston 12262 Ewen Ave. 604-274-2726

ON TABLE ITEM

Date: <u>Dec.18, 2017</u> Meeting: <u>Public Hearing</u> Schedule 12 to the Minutes of the Public Hearing meeting of Richmond City Council held on Monday, December 18, 2017.

MayorandCouncillors

From:

Tasha Schermerhorn <tashaschermerhorn@gmail.com>

Sent:

Monday, 18 December 2017 09:23

To:

MayorandCouncillors

Item: 井5-Onni

Subject:

Meeting tonight and Bylaw changes for the Onni Development

Categories:

- DISTRIBUTED ON TABLE, - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S

OFFICE

Mayor and councillors

I am absolutely against the zoning bylaw changes proposed that will allow the Onni development in Steveston. I am a nearly 100% lifelong Metro Vancouver resident and six and a half year Richmond resident and Steveston remains one of the most beautiful places I can think of here.

I take every visitor I get to Steveston to stroll along the quaint neighbourhood streets where we stop in for a coffee at Davood's shop, or fish and chips at Pajo's. Everyone is delighted by all of the beautiful, privately-owned boutiques full of one-of-a-kind items with friendly owners and staff.

My favourite summertime activity is spending time at Garry Point Park followed by a walk on to the docks to grab fresh seafood and even some ice cream. I love coming to the farmer's market's in the summer and since I take the bus down and it stops right there I always stop in the thrift shop in the old church.

All these places lend a certain air, a certain charm to Steveston. It is small businesses in the existing buildings that make Steveston so wonderful. They've made it wonderful for the four decades I can remember it. I understand there is room for growth but it's so important to maintain the beauty and charm. Please, please, please don't let Onni continue its path of destruction.

Onni is nothing short of a horrible developer. How are things looking with the commercial space at Imperial Landing? I live in an Onni rental apartment. This year I went almost three months without mail. What sort of owner allows the lack of basic services like that? They also closed the pool and sauna with next to no excuse. The rent increases come in every year though. Did you know last winter one of their buildings in Burnaby had a boiler break down. That served for the central heating for the building. That building went for SIX WEEKS without heat in the middle of winter. The residents had to go to CTV News to publicize the issue to get it resolved. Did you know Onni built a tower in downtown Vancouver with rental suites starting at \$5,400 for a bachelor suite? I understand the commercial space at Imperial Landing stays so vacant because they have such high rental rates that no small business could possibly afford to move in.

Onni doesn't care about Steveston. Onni doesn't care about who or what occupies its buildings. Onni cares about money. That's it. Period. The people who live in Steveston, the people who own businesses and work in Steveston, and the people who visit Steveston care about its future. Onni does not. I care about Steveston. It is part of what I call home and I would hate to see another Onni development move in and continue to ruin one of my favourite places in Metro Vancouver. Please don't let this happen.

Tasha Schermerhorn Richmond Resident.

ON TABLE ITEM

Date: Dec 18, 2017

Meeting: Public Hearing

Schedule 13 to the Minutes of the Public Hearing meeting of Richmond City Council held on

- Monday, December 18, 2017.

MayorandCouncillors

From:

Chris Evans <cevans@onni.com>

Sent:

Monday, 18 December 2017 13:03

To:

Craig, Wayne

Cc:

MayorandCouncillors; Erceg, Joe; Rossano De Cotiis; Kyle Shury; LOREN SLYE; Linda

Barnes

Subject:

Onni Letter - Imperial Landing

Attachments:

Onni - Imperial Landing.pdf

Wayne,

Please see attached a letter from Rossano DeCotiis on our application that will be at Public Hearing this evening.

Thank you,

Chris Evans

Executive Vice President

Onni Group





December 18th, 2017

Dear Mayor and Council,

Re: Imperial Landing – Rezoning Application

The rezoning application before Council has been amended and improved throughout the Public Hearing process which began on October 18th. At the initial Public Hearing the vast majority of the speakers spoke in favour of the application and clearly demonstrated the support for the uses being proposed in the application.

At both the first and second Public Hearings there were motions from Council to review the amenity contribution with Staff and in addition to our discussion with Staff, the City's consultant has had the opportunity to consider the variables and comparables that were used and guestioned to calculate the increase in value as a result of the rezoning. No recommended changes were suggested or warranted and thus the increase in value agreed upon previously remains unchanged.

With the proposed amenity contribution of \$4.75 million representing 100% of the agreed increase in value, we struggle to rationalize a further increase over and above the 100%. But as a way to further contribute to the community we will commit to two one-time donations of \$250,000. One donation will be to the Steveston Historical Society and one will be to the Richmond Hospital Foundation.

We have always valued and appreciated the entire Steveston community, its businesses and its residents, the Imperial Landing project is one that we are extremely proud of and we look forward to being a continued part of such a strong and unique community.

This is the sole and final amendment we are prepared to make to our application, we are not willing to consider any further changes. We appreciate all of the time and effort from the City on this application and look forward to learning of Council's decision.

Sincerely,

Rossano De Cotiis

Schedule 14 to the Minutes of the Public Hearing meeting of Richmond City Council held on Monday, December 18, 2017.

ON TABLE ITEM

Date: Dec 18,2017
Meeting: Public Hearing
Item: 5-onni

TO: MAYOR & EACH
COUNCILLOR
FROM: CITY CLERK'S OFFICE



Memorandum

Planning and Development Division Development Applications

To:

Mayor and Councillors

Director, Development

Date:

December 18, 2017

From:

Wayne Craig

File:

RZ 13-633927

Re:

Application by Onni Development (Imperial Landing) Corp. for a Zoning Text

Amendment at 4020, 4080, 4100, 4180, 4280 and 4300 Bayview Street

(formerly 4300 Bayview Street) to Amend the "Steveston Maritime Mixed Use

(ZMU12)" Zone and the "Steveston Maritime (ZC21)" Zone

The purpose of this memo is to provide new information to Public Hearing regarding the above application. The applicant has provided an offer to make charitable donations to two Richmond non-profit organizations (Attachment 1).

Subsequent to the November 20, 2017 Public Hearing meeting, Onni advised that they continue to offer a community amenity contribution amount of \$4,750,000 (100% of a mid-point of value). This information was included in a memo dated December 13, 2017.

Subsequent to writing the December 13, 2017 memo, Onni further revised their proposal; offering to make two charitable donations in the following amounts to the following Richmond non-profit organizations:

- a) \$250,000 to the Richmond Hospital Foundation; and
- b) \$250,000 to the Steveston Historical Society.

Conclusion

If Council is satisfied with the proposal, the following should be added to the rezoning considerations:

"That prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9063, the developer is required to complete the following:

- Provide staff with written confirmation from the Steveston Historical Society of their receipt of the developer's voluntary contribution in the amount of \$250,000.00.
- Provide staff with written confirmation from the Richmond Hospital Foundation of their receipt of the developer's voluntary contribution in the amount of \$250,000.00."





If Council is satisfied with the proposal, it would be appropriate for Official Community Plan Bylaw 7100, Amendment Bylaw 9062 and Richmond Zoning Bylaw 8500, Amendment Bylaw 9063, to be given second and third readings subject to the revision noted above. Prior to final adoption of the bylaws, the developer would be required to fulfill all the revised rezoning considerations, as presented at the November 20, 2017 Public Hearing meeting and as amended by Council, as noted above.

Wayne Craig

Director, Development

(604-247-4625)

SB:blg

Attachment 1: Letter from Onni Group (dated December 18, 2017)

pc: Senior Management Team (SMT)

to memo dated December 18, 2017



December 18th, 2017

Dear Mayor and Council,

Re: Imperial Landing - Rezoning Application

The rezoning application before Council has been amended and improved throughout the Public Hearing process which began on October 18th. At the initial Public Hearing the vast majority of the speakers spoke in favour of the application and clearly demonstrated the support for the uses being proposed in the application.

At both the first and second Public Hearings there were motions from Council to review the amenity contribution with Staff and in addition to our discussion with Staff, the City's consultant has had the opportunity to consider the variables and comparables that were used and questioned to calculate the increase in value as a result of the rezoning. No recommended changes were suggested or warranted and thus the increase in value agreed upon previously remains unchanged.

With the proposed amenity contribution of \$4.75 million representing 100% of the agreed increase in value, we struggle to rationalize a further increase over and above the 100%. But as a way to further contribute to the community we will commit to two one-time donations of \$250,000. One donation will be to the Steveston Historical Society and one will be to the Richmond Hospital Foundation.

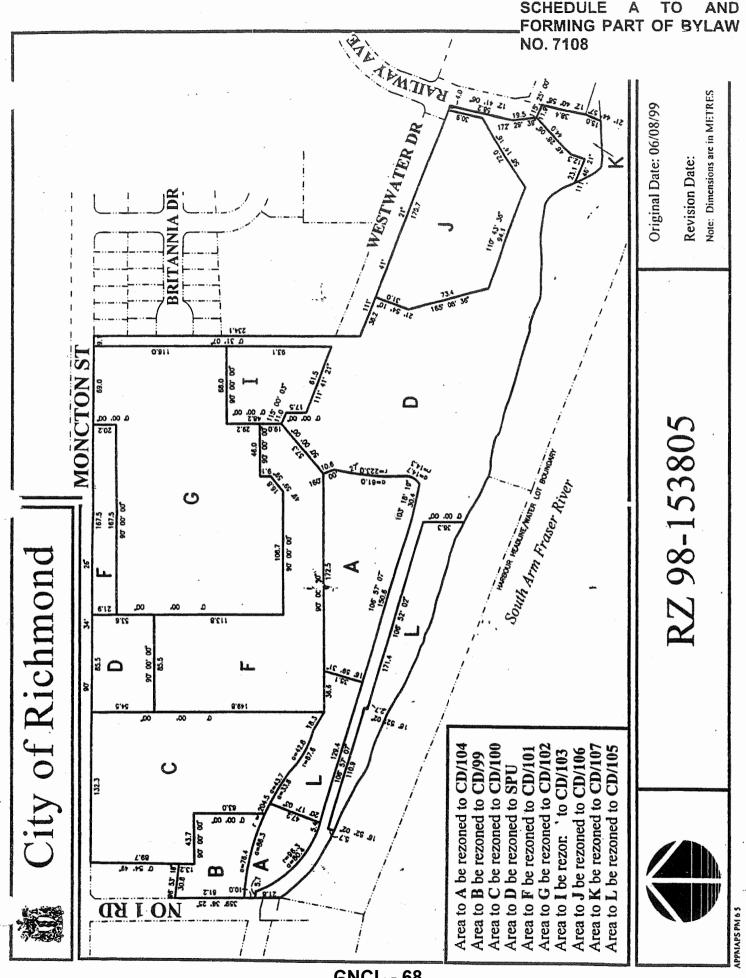
We have always valued and appreciated the entire Steveston community, its businesses and its residents, the Imperial Landing project is one that we are extremely proud of and we look forward to being a continued part of such a strong and unique community.

This is the sole and final amendment we are prepared to make to our application, we are not willing to consider any further changes. We appreciate all of the time and effort from the City on this application and look forward to learning of Council's decision.

Sincerely,

Rossano De Cotiis





GNCL - 68

13. Richmond Zoning and Development Bylaw No. 5300 is amended by inserting as Section 291.105 thereof the following:

"291.105 COMPREHENSIVE DEVELOPMENT DISTRICT (CD/105)

The intent of this zoning district is to support the maritime economy with an emphasis on the commercial fishing industry.

291.105.1 PERMITTED USES

LIGHT INDUSTRY, limited to maritime or commercial fishing-related uses;
CUSTOM WORKSHOPS, TRADES, & SERVICES, limited to maritime or
commercial fishing-related uses;

OFFICE, limited to maritime or commercial fishing-related uses; AUTOMOBILE PARKING, limited to maritime or commercial fishing-related uses;

SERVICE & REPAIR OF BOATS & MARINE EQUIPMENT;

FISH OFF-LOADING;

FISH AUCTION:

MARINA:

MARITIME EDUCATION:

ACCESSORY USES, BUILDINGS, & STRUCTURES.

291.105.2 PERMITTED DENSITY

- .01 Maximum Floor Area Ratio:
 - (a) For Parking as a principal use: No maximum limit.
 - (b) For all other uses: 0.80 (exclusive of parts of the **building**, which are used for off-street parking purposes).

291.105.3 MAXIMUM LOT COVERAGE: 60%

291,105.4 MINIMUM SETBACKS FROM PROPERTY LINES & RIGHTS-OF-WAYS

- .01 1.0 m (3.281 ft.);
- .02 Notwithstanding the limitations imposed in .01 above, where a structure does not project above the grade of the adjacent public road, rights-of-way secured under Public Rights of Passage, dyke, or City of Richmond parkland, no setback shall be required.

291.105.5 MAXIMUM HEIGHTS

.01 **Buildings:** 12 m (39.370 ft.) but not containing more than three-storeys.



Community Safety Committee

Date:

Tuesday, December 12, 2017

Place:

Anderson Room

Richmond City Hall

Present:

Councillor Bill McNulty, Chair

Councillor Derek Dang Councillor Ken Johnston Councillor Alexa Loo 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 Community Safety Committee held

on November 15, 2017, be adopted.

CARRIED

NEXT COMMITTEE MEETING DATE

January 16, 2018, (tentative date) at 4:00 p.m. in the Anderson Room

DELEGATION

Oliver Grüter-Andrew, President and CEO, E-Comm, introduced Dave 1. Mitchell, Director of Fire Services and Ryan Lawson, Operations Manager.

With the aid of a PowerPoint presentation (copy on file, City Clerks Office), Mr. Grüter-Andrew, Mr. Mitchell and Mr. Lawson provided the following information:

E-Comm has consistently met or exceeded its service level target for calls answered within a prescribed time frame;

Community Safety Committee Tuesday, December 12, 2017

- E-Comm is transitioning Emergency Services radios to the Next Generation Radio Program (NGRP);
- the NGRP has improved performance, resiliency, security and interoperability;
- a key priority at E-Comm is retention and recruitment for new employees and the improvement of its training program;
- all police and ambulance services have been completely transitioned to the NGRP; and
- in 2018, Fire-Rescue will be completely transitioned to the NGRP.

In reply to queries from Committee, Mr. Grüter-Andrew noted that (i) Mission is located outside of E-Comm's network, (ii) the Record Management System (RMS) will be two-tiered to accommodate the size of departments in various municipalities, (iii) some jurisdictions have online reporting systems for non-emergency calls, however due to the specific nature of certain calls there is different protocol for reporting various incidents, and (iv) E-Comm is examining various diversionary tactics for non-emergency calls.

COMMUNITY SAFETY DIVISION

2. LOWER MAINLAND DISTRICT REGIONAL POLICE SERVICE INTEGRATED TEAM ANNUAL REPORT 2016/17

(File Ref. No. 09-5350-12) (REDMS No. 5667362 v.2)

Cecilia Achiam, General Manager, Community Safety, highlighted the following information:

- the Police Services Integrated Team have completed a government survey and the results are being tabulated and will be shared with a working group in the new year;
- discussions are ongoing with regard to the funding structure change from criminal code to violent crime for Integrated Teams; and
- the cost of integrated teams may be impacted as a result of the Supreme Court of Canada's ruling in R v. Jordan.

It was moved and seconded

(1) That the report titled "Lower Mainland District Regional Police Service Integrated Team Annual Report 2016/17" from the General Manager, Community Safety, dated November 22, 2017, be received for information; and

Community Safety Committee Tuesday, December 12, 2017

- (2) That copies of the report be provided to:
 - (a) the Lower Mainland CAO/PCC (Chief Administrative Officer/Principal Police Contact) Forum to assist in future discussions surrounding cost allocation formulas for the various teams; and
 - (b) the Director of Police Services, Ministry of Public Safety for consideration during the Province's review of the governance of the Integrated Teams.

CARRIED

3. COMMUNITY BYLAWS MONTHLY ACTIVITY REPORT - OCTOBER 2017

(File Ref. No. 12-8060-01) (REDMS No. 5648517)

In reply to queries from Committee, Greg Scarborough, Manager, Property Use, Policy and Programs, spoke of Community Bylaw's involvement in soils being deposited on the Garden City Lands. Committee requested Community Bylaws become more involved with the project and actively monitor the soils being used.

Also, Ms. Achiam commented on Community Bylaw's staffing, highlighting that the department has seen an increase in temporary staff as a result of short-term rental enforcement. Also, she remarked Bylaw Officers do not typically encounter situations in which they are in imminent danger, however should such situations arise; they are trained to call the appropriate agency.

In reply to queries from Committee, Mr. Scarborough advised that there is a consistent volume of calls with regard to illegal suites and all prosecutions have had positive outcomes.

It was moved and seconded

That the staff report titled "Community Bylaws Monthly Activity Report - October 2017", dated November 20, 2017, from the General Manager, Community Safety, be received for information.

CARRIED

4. RICHMOND FIRE-RESCUE MONTHLY ACTIVITY REPORT - OCTOBER 2017

(File Ref. No. 09-5000-01) (REDMS No. 5643447)

Tim Wilkinson, Acting Fire Chief, Richmond Fire-Rescue, noted that Richmond Fire-Rescue (RFR) is putting together an integrated team to examine ways to reduce fires on Mitchell Island with regard to inspection processes conducted by various agencies.

Community Safety Committee Tuesday, December 12, 2017

In reply to queries form Committee, Acting Chief Wilkinson advised that there is only fire coverage at the port at English Bay, and in most cases when ships are at sea; it is the responsibility of the Coast Guards with permission from the ship's Captain.

The Chair queried when the Optimal Deployment Study for Richmond Fire-Rescue would be available and Acting Chief Wilkinson advised that staff are waiting for the final report and recommendations.

It was moved and seconded

That the staff report titled "Richmond Fire-Rescue Monthly Activity Report – October 2017", dated November 6, 2017 from the Acting Fire Chief, Richmond Fire-Rescue, be received for information.

CARRIED

5. FIRE CHIEF BRIEFING

(Verbal Report)

(i) Line of Duty Death Funeral

Acting Chief Wilkinson advised that the Line of Duty Death funeral for Bryan Kongus will take place on December 18, 2017 at Fraserview Mennonite Brethren Church.

(ii) LUCAS CPR Machines

Acting Fire Chief Wilkinson noted that and agreement has been reached with BC Emergency Services and RFR will be purchasing more LUCAS CPR machines for their fleet.

(iii) Christmas Tree Chip Event

Acting Fire Chief Wilkinson advised that the Christmas tree chip event will take place on January 6th and 7th.

6. RCMP MONTHLY ACTIVITY REPORT - OCTOBER 2017

(File Ref. No. 09-5000-01) (REDMS No. 5641557)

Superintendent Will Ng, Richmond RCMP, highlighted that (i) an appreciation reception was held to express gratitude for the countless volunteers hours undertaken by volunteers, (ii) the Richmond RCMP Youth Squad held their graduation ceremony on December 7th, (iii) the D.A.R.E. BC annual volunteer appreciation event was held on December 9th, and (iv) the RCMP Toy Drive raised over \$11,000.

Community Safety Committee Tuesday, December 12, 2017

In reply to queries from Committee, Superintendent Ng advised that the RCMP can examine other options for reporting non-emergency situations to reduce the wait time and that staff can liaise with E-Comm to explore solutions. Superintendent Ng then noted that staff are examining the potential of creating educational videos for the public to educate them on proper protocol for calling 9-1-1.

Superintendent Ng remarked that Vancouver Coastal Health has reached out to the Richmond RCMP and has scheduled a meeting for January to discuss the opportunity to have a nurse to assist with mental health related calls.

It was moved and seconded

That the report titled "RCMP's Monthly Activity Report – October 2017," dated November 8, 2017, from the Officer in Charge, Richmond RCMP Detachment, be received for information.

CARRIED

7. **RICHMOND RCMP DETACHMENT STRATEGIC PLAN 2018-2020** (File Ref. No. 09-5000-01) (REDMS No. 5630810 v.2)

In reply to queries from Committee, Superintendent Ng advised that more information will be provided on the stakeholder groups which were consulted in the planning process of the Richmond Detachment Strategic Plan 2018-2020.

It was moved and seconded

That the report titled "Richmond Detachment Strategic Plan 2018-2020", dated November 20, 2017, from the Officer in Charge, Richmond RCMP be received for information.

CARRIED

8. RCMP/OIC BRIEFING

(Verbal Report)

(i) Volunteer Appreciation Event

Please see Page 5 for discussion on this matter.

(ii) Youth Academy Graduation

Please see Page 5 for discussion on this matter.

(iii) Break and Enters

Superintendent Ng advised that break and enters have increased recently due to the time of year and that staff are working diligently to resolve the situation.

Community Safety Committee Tuesday, December 12, 2017

9. EMERGENCY PROGRAMS QUARTERLY ACTIVITY REPORT – THIRD QUARTER 2017

(File Ref. No. 09-5126-01) (REDMS No. 5670469)

Committee requested that feedback from attendees of the Richmond Resilient Communities Programs (RRCP) workshop that took place at Sea Island and Thompson Community Centres be provided to Committee.

In reply to queries from Committee, Norman Kotze, Manager, Emergency Programs advised that an invitation can be extended to various businesses to participate in the emergency preparedness workshops in an effort to educate them on their role in an emergency. He then noted that staff are in discussions with the Richmond School Board to determine the feasibility of presenting a version of the Richmond Resilient Communities Programs (RRCP) workshop to Parent Advisory Committees.

It was moved and seconded

That the staff report titled, "Emergency Programs Quarterly Activity Report – Third Quarter 2017," dated November 24, 2017 from the General Manager, Community Safety, be received for information.

CARRIED

10. COMMITTEE STANDING ITEM

E-Comm

None.

11. MANAGER'S REPORT

Next Generation Radio Program for Richmond Fire-Rescue

Acting Fire Chief Wilkinson advised that RFR has received all the new radios for the Next Generation Radio Program and they will be amalgamating with Vancouver with regard to training with the new radios.

ADJOURNMENT

It was moved and seconded *That the meeting adjourn (5:06 p.m.).*

CARRIED

Community Safety Committee Tuesday, December 12, 2017

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 12, 2017.

Councillor Bill McNulty Chair

Sarah Kurian Legislative Services Coordinator





General Purposes Committee

Date:

Monday, December 18, 2017

Place:

Anderson Room

Richmond City Hall

Present:

Mayor Malcolm D. Brodie, Chair

Councillor Chak Au
Councillor Derek Dang
Councillor Carol Day
Councillor Ken Johnston
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves

Call to Order:

The Chair called the meeting to order at 4:02 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on December 4, 2017, be adopted as circulated.

CARRIED

DELEGATION

1. With the aid of PowerPoint presentation (copy on file, City Clerk's Office), Anne Murray, Vice President, Marketing and Communications, Vancouver Airport Authority, accompanied by Howard Jampolsky, City of Richmond representative on the Vancouver International Airport Board, provided an update on the Airport Authority's activities and future plans and highlighted the following:

General Purposes Committee Monday, December 18, 2017

- the Vancouver Airport Authority (VAA) is a private, communitybased, not-for-profit organization that reinvests proceeds back into the operation of the airport;
- the VAA receives no government funding and pay rent to the federal government, which was approximately \$51 million in 2016, and in 2017 payments in lieu of taxes to the City of Richmond totalling \$16 million;
- the airport saw a growth in passengers to 22.3 million to date, a 10% growth over last year, and is it anticipated that it will hit 24 million passengers by the end of this year;
- the growth in passengers is the second highest rate in North America and YVR is the second busiest airport in Canada;
- YVR has some of the lowest airport improvement fees, \$20 or \$5 for passengers travelling within BC or to the Yukon, low carrier fees, and has a 5 year consistent rate to encourage growth;
- three new airlines, Hong Kong Airlines, Interjet and Flair Airlines, began operations out of YVR this year;
- Air Canada is responsible for half of the passenger growth and a number of new destinations;
- there are approximately 23,000 workers at YVR, a large portion of which are from Richmond;
- on a per flight basis, this year saw approximately 300-400 new jobs and the operation of the airport contributed over \$5 billion GDP to the province;
- YVR has become the first airport in world to receive Salmon-Safe certification and in June signed a 30-year friendship agreement with the Musqueam First Nation;
- in January, YVR launched the Flightplan 2037, which includes a master plan (Master Plan 2037), and VAA met with a number of City of Richmond representatives and stakeholders;
- there are a number of construction projects underway including a new Value Long-Term parking lot so that the current Value Lot can be closed to make room for a new parkade, and a new central utilities building that will incorporate a new GeoExchange plant;
- there is a meeting being established for early in 2018 between the Chair and Richmond City Council members to discuss zoning regulations in further detail and the Master Plan 2037, once approved;
- as a community-based organization VAA this summer attended over 30 festivals, including the Canada 150 celebration in Richmond, and donated over \$1 million to charitable organizations; and

General Purposes Committee Monday, December 18, 2017

in 2017, YVR received the Best Airport in North America award at the Skytrax World Airports Awards for the 8th consecutive year in a row.

In response to questions from Committee, Ms. Murray commented that (i) there is a noise monitor tracking system on the airport website that tracks noise levels in real time and noise complaints are investigated accordingly, (ii) the airport improvement fee of \$20 provides a main source of funding for the airport and it is not anticipated that it will be removed, and (iii) overall, airplanes have become cleaner and quieter with a larger passenger capacity over the last 20 years and the airport authority is doing what they can to address Greenhouse gas (GHG) emissions.

In response to a query from Committee as to why the Master Plan 2037 has not been shared with the City prior to approval from the federal Minister of Transport Canada, Ms. Murray noted that the VAA intends to follow the process of waiting for ministerial approval prior to disclosing the Master Plan 2037 publicly.

ENGINEERING AND PUBLIC WORKS DIVISION

2. UPDATED DESIGN CONCEPT NO. 2 ROAD SOUTH DRAINAGE PUMP STATION

(File Ref. No. 10-6340-20-P.16309) (REDMS No. 5671785)

It was moved and seconded

That the updated design concept for the No. 2 Road South Drainage Pump Station Upgrade as detailed in Attachment 1 of the staff report titled, "Updated Design Concept No. 2 Road South Drainage Pump Station," be endorsed.

CARRIED

COMMUNITY SAFETY DIVISION

3. BUSINESS REGULATION BYLAW NO. 7538, AMENDMENT BYLAW NO. 9798 7951 ALDERBRIDGE WAY UNIT 160 (File Ref. No. 12-8275-01) (REDMS No. 5673613)

It was moved and seconded

That Business Regulation Bylaw No. 7538, Amendment Bylaw No. 9798, which amends Schedule A of Bylaw No. 7538, to add the address of 7951 Alderbridge Way Unit 160 among the sites that permit an Amusement Centre to operate, be given first, second and third readings.

General Purposes Committee Monday, December 18, 2017

The question on the motion was not called as Cecilia Achiam, General Manager, Community Safety, noted in response to questions from Committee that the regulations in the bylaw that prohibit any person under the age of 15 during school hours is specific to amusement centres and the specific prohibition of gambling at amusement centres was a response to past issues and staff have continued to enforce this.

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

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

It was moved and seconded

That staff review the rules relating to Amusement Centre operations to determine if they are still relevant.

DEFEATED

Opposed: Mayor Brodie Cllrs. Au Day Dang McNulty McPhail Steves

ADJOURNMENT

It was moved and seconded That the meeting adjourn (4:23 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 18, 2017.

Mayor Malcolm D. Brodie	Amanda Welby
Chair	Legislative Services Coordinator





General Purposes Committee

Date:

Monday, January 8, 2018

Place:

Anderson Room

Richmond City Hall

Present:

Mayor Malcolm D. Brodie, Chair

Councillor Chak Au Councillor Carol Day Councillor Ken Johnston Councillor Alexa Loo Councillor Bill McNulty

Absent:

Councillor Derek Dang Councillor Linda McPhail Councillor Harold Steves

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 18, 2017, be adopted as circulated.

CARRIED

DELEGATION

1. Tourism Richmond to present on Tourism Richmond's strategy and destination branding.

Allen Chen, Chief Marketing Officer, joined by Ceri Chong, Manager, Industry Development, and Eda Koot, Chair, Tourism Richmond, with the aid of PowerPoint presentation highlighted Tourism Richmond's 2018-2020 Strategy Plan and new destination branding. A video of Tourism Richmond's new Brand Anthem was played for Committee.

General Purposes Committee Monday, January 8, 2018

In response to questions from Committee, Mr. Chen noted that Tourism Richmond is looking to develop further content in 2018 to go with the new destination branding.

COMMUNITY SERVICES DIVISION

2. PROPOSED PLAN FOR MAJOR EVENTS IN 2018

(File Ref. No. 11-7400-01) (REDMS No. 5689731 v. 5)

It was suggested that the item be deferred to a special General Purposes Committee meeting to be held next Monday to allow staff to provide further information regarding the 2018 events and all Committee members to be in attendance.

Discussion then took place in regards to identifying additional information required for each event prior to the next meeting and Committee requested that further details regarding attendance and attendees, scope, and goals of the major events for 2018 be provided.

In response to questions concerning the proposed major events in 2018, Bryan Tasaka, Manager, Major Events and Film and Jane Fernyhough, Director, Arts, Culture and Heritage Services commented that:

- the Canada Day event is proposed to be a one day event to focus on the July 1st celebration with more street-based activities and vendors;
- the security and transportation management of the Canada Day event are fixed costs and the budget impact for reduced funding would be on programming and activities;
- the Salmon Festival organized by the Richmond Agricultural and Industrial Society will be a one day event again in 2018;
- there can be attendance issues for Canada Day events that span multiple days, if Canada day falls in the middle of the week;
- under the Steering Committees' proposed budget reduction, the Richmond Maritime & Wooden Boat Festival in 2018 would focus on wooden boat activities at a reduced scope from 2017;
- the Sunset Series at the Oval has developed momentum over the years with a few hundred people in attendance and residents in the area anticipate the continuation of the event;
- the Harvest Festival event held in 2017 was the first year for the event and there has been expressed interest in its continuation; and
- staff will work with the organizer for the Cherry Blossom Festival in 2018 to provide necessary support and the event will most likely be held on April 8th.

General Purposes Committee Monday, January 8, 2018

As a result of the discussion, the following **motion** was introduced: It was moved and seconded

That Item 2, "Proposed Plan For Major Events In 2018", be deferred to a Special General Purposes Committee meeting to be held on Monday, January 15, 2018.

CARRIED

3. MAJOR EVENTS ADVISORY GROUP TERMS OF REFERENCE (File Ref. No. 11-7000-01) (REDMS No. 5680873)

It was suggested that recommendations to come forward to the General Purposes Committee from the Major Events Advisory Group should include a clear indication of what staff have recommended and what the advisory group has recommended if there is a variance.

It was moved and seconded

- (1) That a Major Events Advisory Group, comprised of up to four members of Council, be established to help guide Richmond's Major Events as outlined in the report titled "Major Events Advisory Group Terms of Reference", dated December 14, 2017 from the Director, Arts, Culture and Heritage Services; and
- (2) That the Terms of Reference for the Major Events Advisory Group, as outlined in Attachment 1 of this report, be endorsed.

CARRIED

COMMUNITY SAFETY DIVISION

4. UPDATE ON CANNABIS REGULATION WITHIN THE CITY OF RICHMOND AND HEALTH CANADA PROPOSED APPROACH TO REGULATION OF NON-MEDICAL CANNABIS

(File Ref. No. 12-8000-01) (REDMS No. 5658471 v. 5)

Discussion took place regarding a staff referral for potential bylaw amendments and required infrastructure for the regulation of production, processing, and sale of marihuana and concern over the impact to agricultural land and food production.

In response to queries from Committee, Barry Konkin, Program Coordinator, Development and Cecilia Achiam, General Manager, Community Safety noted that (i) local governments maintain regulatory control over land use, zoning, and business licence requirements, (ii) marihuana production requires larger land and building provisions for processing and security than other greenhouse applications, and (iii) the Agricultural Land Reserve (ALR) Use Regulation already allows for the production of marihuana for medicinal purposes on the ALR.

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

General Purposes Committee Monday, January 8, 2018

It was moved and seconded

- (1) That the status update and process details for site-specific rezoning applications for medical marihuana production facilities be received for information;
- (2) That the responses summarized in the staff report titled "Health Canada Proposed Approach to Regulation of Cannabis", dated December 19, 2017, from the General Manager, Community Safety be approved for submission to Health Canada and that a copy of the staff report be provided to the Council/School Board Liaison Committee;
- (3) That a letter be sent to the Premier (with copies to the Minister of Public Safety and Solicitor General, BC Leader of the Official Opposition, Leader of the BC Green Party, local MLAs, and local Members of Parliament) reiterating that the cultivation and processing of marihuana be considered an Industrial use to take place on Industrially-zoned land and not be considered a Farm Use;
- (4) That a letter be sent to the federal government reiterating Council's previous position that the municipal share of revenue be at least 50 cents per gram; and
- (5) That staff report back to Council with bylaw amendments and information on required infrastructure and programs for the regulation of production, processing, and sale of cannabis (medical and recreational) in the City.

CARRIED

ADJOURNMENT

It was moved and seconded *That the meeting adjourn (5:22 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, January 8, 2018.

Mayor Malcolm D. Brodie Chair Amanda Welby Legislative Services Coordinator





Planning Committee

Date:

Tuesday, December 19, 2017

Place:

Anderson Room

Richmond City Hall

Present:

Councillor Linda McPhail, Chair

Councillor Bill McNulty Councillor Chak Au Councillor Alexa Loo

Councillor Harold Steves (entered at 4:01 pm)

Mayor Malcolm Brodie

Also Present:

Councillor Carol Day

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 5, 2017, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

January 9, 2018, (tentative date) at 4:00 p.m. in the Anderson Room

COMMUNITY SERVICES DIVISION

1. RICHMOND COMMUNITY SERVICES ADVISORY COMMITTEE (RCSAC) 2017 ANNUAL REPORT AND 2018 WORK PROGRAM (File Ref. No. 07-3000-01) (REDMS No. 5653938)

The Chair acknowledged the outgoing RCSAC Co-Chair, Alex Nixon and the incoming RCSAC Co-Chair Lonnie Belfer and thanked the committee for their work in the community.

It was moved and seconded

That the staff report titled "Richmond Community Services Advisory Committee (RCSAC) 2017 Annual Report and 2018 Work Program," dated November 27, 2017, from the Manager of Community Social Development, be approved.

CARRIED

Cllr. Steves entered the meeting (4:01 p.m.).

2. HOUSING AGREEMENT BYLAW NO. 9794 TO PERMIT THE CITY OF RICHMOND TO SECURE AFFORDABLE HOUSING UNITS LOCATED AT 6840, 6860 NO. 3 ROAD AND 8051 ANDERSON ROAD (File Ref. No. 08-4057-01) (REDMS No. 5654965 v. 3)

It was moved and seconded

That Housing Agreement (6840, 6860 No. 3 Road and 8051 Anderson Road) Bylaw No. 9794 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 the Development Permit DP 15-708092.

CARRIED

PLANNING AND DEVELOPMENT DIVISION

3. APPLICATION BY POLYGON DEVELOPMENT 302 LTD. FOR REZONING AT 9211/9251/9271/9291 ODLIN ROAD FROM SINGLE DETACHED (RS1/F) TO LOW RISE APARTMENT (ZLR31)

(File Ref. No. 12-8060-20-009755; RZ 17-778596) (REDMS No. 5505704 v. 5)

David Brownlee, Planner 2, reviewed the application, noting that there will be 13 residential units and a mix of proposed unit types allocated for affordable housing.

Discussion ensued with regard to allocating affordable housing units suitable for families and the site's connection to the Alexandra District Energy Utility.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9755 to create the "Low Rise Apartment (ZLR31)" zone, and to rezone 9211/9251/9271/9291 Odlin Road from "Single Detached (RS1/F)" zone to "Low Rise Apartment (ZLR31) – Alexandra Neighbourhood (West Cambie)" zone, be introduced and given first reading.

CARRIED

4. APPLICATION BY CONCORD PACIFIC FOR REZONING AT 8511 CAPSTAN WAY, 3280 AND 3360 NO. 3 ROAD, AND 3131 SEXSMITH ROAD FROM SINGLE DETACHED (RS1/F), ROADSIDE STAND (CR), AUTO-ORIENTED COMMERCIAL (CA), AND GAS AND SERVICE STATIONS (CG1) TO RESIDENTIAL/LIMITED COMMERCIAL AND ARTIST RESIDENTIAL TENANCY STUDIO UNITS (ZMU25) - CAPSTAN VILLAGE (CITY CENTRE) AND SCHOOL AND INSTITUTIONAL USE (SI)

(File Ref. No. 12-8060-20-009780; RZ 17-769242) (REDMS No. 5677534 v. 2)

Suzanne Carter-Huffman, Planner 3, reviewed the application, highlighting the following:

- the site consists of three parcels with proposals for office, commercial, and residential uses, along with new City parkland;
- the proposed development will include the expansion of the existing City-owned neighbourhood park;
- development of the site is coordinated with the development of the future Canada Line Capstan Station and the developers will provide a contribution towards the station's development;
- Hazelbridge Way will be extended and frontage improvements are proposed for the site;
- two levels of underground parking, short-term public parking and car share parking spaces are proposed for the site;
- there will be 29 residential units and a mix of proposed unit types allocated for affordable housing;
- the proposed development will provide a cash-in-lieu community amenity contribution of approximately \$3.90 million;
- the developer proposes to provide approximately 13,000 ft² towards non-profit arts space; and

the proposed development is District Energy Utility ready, will be built to LEED Silver standards, and will include parking for electric vehicles.

Discussion ensued with regard to (i) the potential installation of rooftop solar panels, (ii) the allocation of space for bicycle storage, (iii) the allocation of the various residential unit types for affordable housing and, (iv) the inclusion of affordable housing units suitable for families.

In reply to queries from Committee, staff noted that (i) School District No. 38 was consulted as part of the adoption of the City Centre Area Plan (CCAP) and the proposed development is consistent with the CCAP, (ii) the City will lead the design for the proposed park expansion, and (iii) the developer will choose the community organization to manage the proposed non-profit arts space.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9780, to amend the site-specific "Residential/Limited Commercial and Artist Residential Tenancy Studio Units (ZMU25) - Capstan Village (City Centre)" zone to include 8511 Capstan Way, 3280 and 3360 No. 3 Road, and 3131 Sexsmith Road and for rezoning of 8511 Capstan Way, 3280 and 3360 No 3 Road, and 3131 Sexsmith Road from "Single Detached (RS1/F)", "Roadside Stand (CR)", "Auto-Oriented Commercial (CA)", and "Gas and Service Stations (CG1)" to "Residential/Limited Commercial and Artist Residential Tenancy Studio Units (ZMU25) - Capstan Village (City Centre)" and "School and Institutional Use (SI)", be introduced and given first reading.

CARRIED

5. APPLICATION BY BENE NO. 4 DEVELOPMENT LTD. FOR REZONING AT 9980 WESTMINSTER HIGHWAY FROM THE "GAS & SERVICE STATIONS (CG2)" ZONE TO A NEW "TOWN HOUSING (ZT83) - NORTH MCLENNAN (CITY CENTRE)" ZONE (File Ref. No. 12-8060-20-009812; RZ 16-741722) (REDMS No. 5206079 v. 5)

Diana Nikolic, Senior Planner/Urban Design, reviewed the application, noting that 17 townhouse units and one secondary suite are proposed for the site.

Committee commended staff for their efforts to secure affordable housing units in new developments.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9812, for the creation of a new "Town Housing (ZT83) – North McLennan (City Centre)" zone and for the rezoning of 9980 Westminster Highway from the "Gas & Service Stations (CG2)" zone to the "Town Housing (ZT83) - North McLennan (City Centre)" zone, be introduced and given first reading.

CARRIED

6. RESPONSE TO REFERRAL: OPTIONS TO LIMIT HOUSE SIZE, FARM HOME PLATE AND HOUSE FOOTPRINT

(File Ref. No. 08-4057-10) (REDMS No. 5674238 v. 3)

Supplementary Correspondence received on options to limit house size the Farm Home Plate and the house footprint on agricultural land was distributed on-table (attached to and forming part of these minutes as Schedule 1).

With the aid of a video presentation (copy on-file, City Clerk's Office) and a PowerPoint presentation (attached to and forming part of these minutes as Schedule 2), John Hopkins, Planner 3, commented on (i) the types of septic systems used on agricultural sites in Richmond, (ii) options to include the septic field within the Farm Home Plate, and (iii) options to reduce the house footprint within the farm home plate.

Mr. Hopkins remarked that the consultation process will take place during the first quarter of 2018 and will include (i) mail notices to agricultural property owners, (ii) advertisements in the newspaper and the City website, (iii) a Let's Talk Richmond survey, (iv) a public open house, and (v) a meeting with the Agricultural Advisory Committee.

Discussion ensued with regard to (i) comparing the proposed options with the Provincial guidelines and the regulations of other municipalities, (ii) protecting farmland, (iii) including additional open house sessions in the public consultation process, (iv) including options to permit three level homes on agricultural lots to reduce the house footprint, and (v) clarifying the role of the Province and the City in regulating residential development on agricultural land.

In reply to queries from Committee, Wayne Craig, Director, Development, noted that (i) staff have provided information regarding the proposed Building Permits that include secondary suites, (ii) a house on agricultural land can have a maximum height of 2.5 storeys, (iii) staff can circulate survey questions to Council prior to public consultation, and (iv) additional information can be added to the video presentation prior to public consultation.

Michelle Lee, Richmond resident, commented on the preservation of farmland and remarked that the septic field should be included in the Farm Home Plate. She added that information on the Provincial guidelines related to the maximum house size on agricultural land should be included in the public consultation package.

John Roston, Richmond resident, referenced his speaking notes (attached to and forming part of these minutes as Schedule 3), and spoke on options to include the septic field within the Farm Home Plate and reduce the house footprint.

Ron Han, 6440 No. 6 Road, commented on the potential impact to the size of the house footprint if the septic field is included within the Farm Home Plate.

It was moved and seconded

- (1) That the staff report titled "Response to Referral: Options to Limit House Size, Farm Home Plate and House Footprint" dated December 13, 2017 from the Director, Development and Senior Manager, Building Approvals be received for information; and
- (2) That staff be directed to:
 - (a) conduct public consultation regarding the options presented in this report ("Response to Referral: Options to Limit House Size, Farm Home Plate and House Footprint") regarding house size, Farm Home Plate and house footprint;
 - (b) receive comments regarding Provincial involvement to encourage farming;
 - (c) provide a comparison of the proposed options and the Provincial guidelines on the Farm Home Plate and House Footprint; and
 - (d) provide sample pictures of houses with the proposed maximum sizes.

CARRIED

Opposed: Cllr. Loo

7. MANAGER'S REPORT

None.

ADJOURNMENT

It was moved and seconded That the meeting adjourn (5:26 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 Tuesday, December 19, 2017.

Councillor Linda McPhail Chair Evangel Biason Legislative Services Coordinator

Schedule 1 to the Minutes of the Planning Committee meeting of Richmond City Council held on Tuesday, December 19, 2017.

Supplementary Correspondence

Planning Committee - December 19, 2018

Item #6 - Response to Referral: Options to Limit House Size, Farm Home Plate and House Footprint

- 1. John Roston
- 2. Lemar Safi, Matthew Murphy, Shintaro Kawai, and Reid Ong
- 3. Jim Wright
- 4. Anne Lerner
- 5. Andrea Neil and Peter Jamieson
- 6. Neora Snitz
- 7. Sue Holland
- 8. Vivienne Lowenstein
- 9. Noel Eaton
- 10. Neva Bruce
- 11. Lydia Rozental
- 12. Margot Spronk
- 13. Mandi Morgan, Bill Morgan and John Baines
- 14. Glenda Roach
- 15. Doris Bruce
- 16. Janet Yee
- 17. Kenny Hall
- 18. Yvonne Bell
- 19. Ruth Singer
- 20. Jennifer Rogerson
- 21. Laura Gillanders

Biason, Evangel

Subject:

Attachments:

FW: Planning Committee Meeting - December 19, 2017 Planning Committee Roston Submission Dec. 19 2017.pdf

----- Original message -----

From: "John Roston, Mr" <john.roston@mcgill.ca>

Date: 2017-12-18 1:33 PM (GMT-08:00)

To: "McPhail,Linda" <LMcPhail@richmond.ca>, "McNulty,Bill" <BMcNulty@richmond.ca>, "Au,Chak" <CAu@richmond.ca>, "Loo,Alexa" <ALoo@richmond.ca>, "Steves,Harold" <hsteves@richmond.ca> Cc: "Craig,Wayne" <WCraig@richmond.ca>, "Woo,Gavin" <GWoo@richmond.ca>, "Hopkins,John"

<JHopkins@richmond.ca>

Subject: Planning Committee Meeting - December 19, 2017

Dear Councillor McPhail,

A few observations are attached on the most informative staff report entitled "Response to Referral: Options to Limit House Size, Farm Home Plate and House Footprint" to be presented at the Planning Committee meeting tomorrow.

john.roston@mcgill.ca

John Roston 12262 Ewen Avenue Richmond, BC V7E 6S8

Phone: 604-274-2726 Fax: 604-241-4254

Options to Limit Farmland House Size, Farm Home Plate and House Footprint

Roston submission to Planning Committee Meeting - December 19, 2017.

This is an excellent staff report on the factors involved in calculating the relationship of house size, septic field size and home plate size. However, the one factor that is less clear in the report is the relationship between house footprint and house size. This ratio is required for us to easily calculate the minimum home plate for a house of a given size. Using the data tables in the report, as explained below, the median ratio of house footprint to house size can be calculated to be 53%. The following questions can then be answered. The calculations are shown at the end of the document.

Question: Can the septic field be included in the home plate?

Answer:

House Size (ft²)	Farms 0.5 to 2.5 acres	Farms over 2.5 acres
Current Richmond maximum 10,770	No	Yes
Reduce maximum to 6,500 or less	Yes	Yes

Question: What is the home plate requirement including septic field for all farms 0.5 acres or more if the maximum house size is reduced to 6,500 ft² or less?

Answer:

House Size (ft ²)	Required Home Plate (ft ²)		
Richmond non-ALR lot maximum:	3,260	5,420	
ALR guideline maximum:	5,400	8,970	
Reduced maximum:	6,500	10,790	

Question: Given that 61% of Richmond's farms are under 2.5 acres, how much of these farms would be covered by the home plate including septic field?

Answer:

House Size (ft²)		Required Home Plate (ft ²)	Coverage 0.5 acre (%)	Coverage 1 acre (%)	Coverage 2 acres (%)
Rich. non-ALR: 3	,260	5,420	25	12	6
ALR max.: 5	,400	8,970	41	21	10
6	,500	10,790	50	25	12
7	,500	12,450	57	29	14
8	,500	14,110	not permitted	32	16
Current max.: 10	,770	17,880	not permitted	41	21

The smaller the house size, the more chance that a small farm can be profitable. Statistics Canada data shows that a Richmond farm less than 2 acres in size can have a net profit over \$30,000, but it is hard to do that if the house is larger than 5,400 ft².

Note that once a maximum home plate size is selected, nothing forces the property owner to build the maximum permitted house size. A smaller house will allow more space on the home plate for outside recreation.

Public Consultation

it is important to make the options as simple as possible to understand. Data should be kept to the minimum necessary to understand the options. It is also important to add the Richmond average non-ALR lot maximum and the ALR guideline maximum house sizes as options.

The public needs explanations of home plate size and the objective of minimizing it, the objective of including the septic field in the home plate and the Richmond average non-ALR lot maximum and the ALR guideline maximum house sizes.

The figures in staff reports have used a drawing of a cozy farmhouse no matter the size of the house and home plate under discussion. It is important that the public see what a particular size of house looks like. For example, this is a 5,400 ft² house:



Sample Calculations

In the tables at the end of the report on house development permits issued between April and November 2017, the data in Table 2 for farms of 0.5 acres and above gives the actual house size and house footprint. For the 9 houses listed, the median ratio of house footprint to house size is 53%.

ALR guideline maximum house size (500 sq.m.): 5,400 ft²

House footprint 53%: 2,862 ft²

Septic field size type 2 = 30% of house size: $1,620 \text{ ft}^2$ Total house footprint and septic field: $4,482 \text{ ft}^2$ Required home plate = 2 x total: $8,970 \text{ ft}^2$

House size: 6,500 ft²

House footprint 53%: 3,445 ft²

Septic field size type 2 = 30% of house size: 1,950 ft² Total house footprint and septic field: 5,395 ft² Required home plate = 2 x total: 10,790 ft²

From:

Reid Ong <reidong@gmail.com>

Sent:

Friday, 15 December 2017 17:05

To:

Mayor and Councillors

Subject: Attachments: Richmond Farmland politician farmland letter.docx; 1.pdf

Categories:

- DISTRIBUTED ON TABLE, - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S

OFFICE

Mayor and Councillors
City of Richmond
6911 No Road
Richmond BC V6Y 2C1
Mayorandcouncillors@richmond.ca

lemarsafi10@gmail.com

November 29, 2017

Dear Your Worship Malcolm Brodie,

We are a group of Social Studies 10 students from McMath, who are concerned about the farmland in Richmond. We believe that the construction of large mansions on Richmond's farmland is a poor idea, and that the farmland should be used for agriculture rather than housing. Our main concern is the size of the structures that are being built on fertile agricultural land. Another concern we have is that if workers construct buildings it would destroy much of the soil that farmers need to grow crops.

We wrote to you due to multiple articles read in class that stated that there were many large houses built on farmland. We then began to research further on this subject. When researching on this subject we found out that there was a house holding an illegal casino. We were all shocked by this news, and further researched this topic. Later we found that there were many incidents with people gambling, even a murder on the property. Another reason why we believe we should stop construction of housing on farmland is because we read that there is only 5% of land in British Columbia that has the quality of soil necessary for farming, out of the 1% that can be farmed in Richmond. Furthermore, the construction of these mansions creates difficulty for farmers planting their crops.

We have attached an informational brochure including some important information supporting the reduction of building size on ALR land in Richmond.

We would be pleased if you could help minimize the size of houses or prevent construction on Richmond farmland.

Sincerely, Lemar Safi, Matthew Murphy, Shintaro Kawai, Reid Ong

att/farmland brochure

Agricultural Land Reserve: **Limit House Sizes**

WHAT IS THE ISSUE?



mansions take advantage of the lack of area restriction on houses built on 15% foreign buyer's residential tax, as well as disregard the Richmond no consequences. Additionally, some of unlawful activity, including one housing 'farmhouses". These 15-bedroom, 10-car Richmond farmland, and it is not known These houses evade the BC Provincial residential lot guidelines and policies, with these houses have been a source for operated as an illegal casino, another as a money laundering front. whether the owners care for the farmland.

we plan to do? What do

limiting the size of these houses to 500 square until a new by law is passed applications to build on ALR lots implement a moratorium on new We plan to have the government

Why is

Farming Important?



Farming and agriculture is an integral and employing millions and generating billions of dollars in fruit and vegetable produce. Canada anks fifth in the world in food exports - one of substantial part of Canada's economy, essential for the food security of the nation, the largest food producers.

Additionally, Canada's farmers are the lead producers of:

- Flaxseed;
- Durum wheat;
 - Canola; Lentils;
- Pulses;
- Peas; and
- Mustard seed



Support the

Petition

certain illegal activities. Take a stand to help Surrently, there is an online petition to pass against these houses that negatively impact he heart of Canada's economy and enable complete this petition. If you are a resident of Richmond, please, support the petition these bylaws. It will take 5,000 votes to our beautiful community.

Go to www.change.org to vote.

From:

MayorandCouncillors

Sent:

Tuesday, 19 December 2017 08:53

To:

'Jim Wright'

Subject:

RE: File 08-4057-10/2017-Vol 01, PLN 250-294 (19 Dec 2017 Planning)

Categories:

- DISTRIBUTED ON TABLE, - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S

OFFICE

This is to acknowledge and thank you for your email. Please be advised that copies of your email have been forwarded to the Mayor and each Councillor for this afternoon's Planning Committee meeting. In addition, your email has been forwarded to Gavin Woo, Senior Manager, Building Approvals and Wayne Craig, Director, Development.

Thank you again for taking the time to bring your concerns to our attention.

Hanieh Berg | Legislative Services Coordinator

City Clerk's Office | City of Richmond 6911 No. 3 Road, Richmond, BC V6Y 2C1

From: Jim Wright [mailto:jamesw8300@shaw.ca]

Sent: Tuesday, 19 December 2017 02:02

To: MayorandCouncillors **Cc:** Richmond FarmWatch

Subject: File 08-4057-10/2017-Vol 01, PLN 250-294 (19 Dec 2017 Planning)

Mayor and Councillors,

Re the stated "Well-Informed Citizenry" goal and the options for the maximum size for ALR farm houses in Richmond (all on page PLN-251 for today's Planning Committee meeting):

If you include the option of 6,500 square feet, please clearly label it as "twice the provincial guideline for Richmond" or "100% larger than the provincial guideline for Richmond."

From:

MayorandCouncillors

Sent:

Tuesday, 19 December 2017 08:53

To:

'annel200 .'

Subject:

RE: Overdevelopment Of massive homes/motels(?) on ALR

Categories:

- DISTRIBUTED ON TABLE, - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S

OFFICE

This is to acknowledge and thank you for your email. Please be advised that copies of your email have been forwarded to the Mayor and each Councillor for this afternoon's Planning Committee meeting. In addition, your email has been forwarded to Gavin Woo, Senior Manager, Building Approvals and Wayne Craig, Director, Development.

Thank you again for taking the time to bring your concerns to our attention.

Hanieh Berg | Legislative Services Coordinator City Clerk's Office | City of Richmond 6911 No. 3 Road, Richmond, BC V6Y 2C1

From: annel200 . [mailto:annel200@gmail.com]
Sent: Monday, 18 December 2017 21:54

To: MayorandCouncillors

Subject: Overdevelopment Of massive homes/motels(?) on ALR

Dear Mayor and Councillors,

I am asking, as you review the bylaw regarding residential development in the Agricultural Zone, that you follow Ministry of Agriculture guidelines regarding home size.

Speculation happens on ALR land when larger homes are allowed on agricultural land than on residential land. We need to protect the precious food-growing resource that exists in Richmond - these soils are prime agricultural land and should be used for growing food, not mansions.

Our reliance on supplies of fruit and vegetables from California may decrease dramatically with the weather problems that they are experiencing. Our rich soils will become an increasingly valuable source of food crops for export and local consumption. Stop paving/destroying this resource.

It is obvious that the builders if these obscenely huge commercial-size structures have no interest in food production. As a result small scale farmers have been losing access to lands to lease for production of food for our tables. We residents are losing out on formerly abundant fresh produce.

Sincerely, Anne Lerner 12633 No. 2 Road

From:

MayorandCouncillors

Sent:

Tuesday, 19 December 2017 08:53

To:

'Andrea'

Subject:

RE: Please review the bylaw regarding residential development in the Agricultural Zone

Categories:

- DISTRIBUTED ON TABLE, - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S

OFFICE

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Thank you again for taking the time to bring your concerns to our attention.

Hanieh Berg | Legislative Services Coordinator

City Clerk's Office | City of Richmond 6911 No. 3 Road, Richmond, BC V6Y 2C1

From: Andrea [mailto:ajneil@shaw.ca]
Sent: Monday, 18 December 2017 21:21

To: MayorandCouncillors **Cc:** Peter Jamieson

Subject: Please review the bylaw regarding residential development in the Agricultural Zone

Dear Mayor and Councillors,

We are asking, as you review the bylaw regarding residential development in the Agricultural Zone, that you follow Ministry of Agriculture guidelines regarding home size.

Speculation happens on ALR land when larger homes are allowed on agricultural land than on residential land. We need to protect the precious food-growing resource that exists in Richmond - these soils are prime agricultural land and should be used for growing food, not mansions.

Thank you.

Sincerely, Andrea Neil and Peter Jamieson 120-5790 Andrews Road Richmond, BC V7E 6N7

From:

MayorandCouncillors

Sent:

Tuesday, 19 December 2017 08:51

To:

'Neora Snitz'

Subject:

RE: URGENT

Categories:

- DISTRIBUTED ON TABLE, - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S

OFFICE

This is to acknowledge and thank you for your email. Please be advised that copies of your email have been forwarded to the Mayor and each Councillor for this afternoon's Planning Committee meeting. In addition, your email has been forwarded to Gavin Woo, Senior Manager, Building Approvals and Wayne Craig, Director, Development.

Thank you again for taking the time to bring your concerns to our attention.

Hanieh Berg | Legislative Services Coordinator City Clerk's Office | City of Richmond 6911 No. 3 Road, Richmond, BC V6Y 2C1

From: Neora Snitz [mailto:n.snitz@gmail.com]
Sent: Monday, 18 December 2017 20:46

To: MayorandCouncillors

Subject: URGENT

Dear Mayor and Councillors,

I am asking, as you review the bylaw regarding residential development in the Agricultural Zone, that you follow Ministry of Agriculture guidelines regarding home size.

Speculation happens on ALR land when larger homes are allowed on agricultural land than on residential land. We need to protect the precious food-growing resource that exists in Richmond - these soils are prime agricultural land and should be used for growing food, not mansions.

Sincerely, Neora Snitz, 202-11671 7th Ave, Richmond

From:

MayorandCouncillors

Sent:

Tuesday, 19 December 2017 08:47

To:

'Sue Holland'

Subject:

RE: Residential development in the Agricultural zone

Categories:

- DISTRIBUTED ON TABLE, - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S

OFFICE

This is to acknowledge and thank you for your email. Please be advised that copies of your email have been forwarded to the Mayor and each Councillor for this afternoon's Planning Committee meeting. In addition, your email has been forwarded to Gavin Woo, Senior Manager, Building Approvals and Wayne Craig, Director, Development.

Thank you again for taking the time to bring your concerns to our attention.

Hanieh Berg | Legislative Services Coordinator City Clerk's Office | City of Richmond 6911 No. 3 Road, Richmond, BC V6Y 2C1

From: Sue Holland [mailto:ttsholland@hotmail.com]

Sent: Monday, 18 December 2017 20:25

To: MayorandCouncillors

Subject: Residential development in the Agricultural zone

Dear Mayor and Councillors,

I am asking, as you review the bylaw regarding residential development in the Agricultural Zone, that you follow Ministry of Agriculture guidelines regarding home size.

Speculation happens on ALR land when larger homes are allowed on agricultural land than on residential land. We need to protect the precious food-growing resource that exists in Richmond - these soils are prime agricultural land and should be used for growing food, not mansions.

Sincerely Sue Holland 108-4500 Westwater Drive Steveston BC V7E 6S1

From:

MayorandCouncillors

Sent:

Tuesday, 19 December 2017 08:47

To:

'Vivienne Lowenstein'

Subject:

RE: ALR issue

Categories:

- DISTRIBUTED ON TABLE, - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S

OFFICE

This is to acknowledge and thank you for your email. Please be advised that copies of your email have been forwarded to the Mayor and each Councillor for this afternoon's Planning Committee meeting. In addition, your email has been forwarded to Gavin Woo, Senior Manager, Building Approvals and Wayne Craig, Director, Development.

Thank you again for taking the time to bring your concerns to our attention.

Hanieh Berg | Legislative Services Coordinator City Clerk's Office | City of Richmond 6911 No. 3 Road, Richmond, BC V6Y 2C1

From: Vivienne Lowenstein [mailto:lowenstein@shaw.ca]

Sent: Monday, 18 December 2017 20:08

To: MayorandCouncillors **Subject:** ALR issue

Dear Mayor and Councillors,

I am asking, as you review the bylaw regarding residential development in the Agricultural Zone, that you follow Ministry of Agriculture guidelines regarding home size.

Speculation happens on ALR land when larger homes are allowed on agricultural land than on residential land. We need to protect the precious food-growing resource that exists in Richmond - these soils are prime agricultural land and should be used for growing food, not mansions.

Sincerely,

Vivienne Lowenstein 3371 Richmond Street Richmond V7E 2V9

From:

MayorandCouncillors

Sent:

Tuesday, 19 December 2017 08:47

To:

'Noel Eaton'

Subject:

RE: Residential Development in the Agricultural Zone

Categories:

- DISTRIBUTED ON TABLE, - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S

OFFICE

This is to acknowledge and thank you for your email. Please be advised that copies of your email have been forwarded to the Mayor and each Councillor for this afternoon's Planning Committee meeting. In addition, your email has been forwarded to Gavin Woo, Senior Manager, Building Approvals and Wayne Craig, Director, Development.

Thank you again for taking the time to bring your concerns to our attention.

Hanieh Berg | Legislative Services Coordinator City Clerk's Office | City of Richmond 6911 No. 3 Road, Richmond, BC V6Y 2C1

From: Noel Eaton [mailto:noel.eaton@gmail.com]

Sent: Monday, 18 December 2017 19:45

To: MayorandCouncillors

Subject: Residential Development in the Agricultural Zone

Dear Mayor and Councillors,

I am asking, as you review the bylaw regarding residential development in the Agricultural Zone, that you follow Ministry of Agriculture guidelines regarding home size.

Speculation happens on ALR land when larger homes are allowed on agricultural land than on residential land. We need to protect the precious food-growing resource that exists in Richmond - these soils are prime agricultural land and should be used for growing food, not mansions.

Sincerely, Noel Eaton 12-10680 Springmont Dr. Richmond, BC, V7E1W1 noel.eaton@gmail.com

From:

MayorandCouncillors

Sent:

Tuesday, 19 December 2017 08:47

To:

'Neva Bruce'

Subject:

RE: A specific request for Our Richmond planning

Categories:

- DISTRIBUTED ON TABLE, - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S

OFFICE

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Thank you again for taking the time to bring your concerns to our attention.

Hanieh Berg | Legislative Services Coordinator City Clerk's Office | City of Richmond 6911 No. 3 Road, Richmond, BC V6Y 2C1

From: Neva Bruce [mailto:neva.bruce49@gmail.com]

Sent: Monday, 18 December 2017 19:42

To: MayorandCouncillors

Subject: A specific request for Our Richmond planning

Dear Mayor and Councillors,

I am requesting that when the bylaw for residential development in the Agricultural Zone comes for review, that you follow Ministry of Agriculture guidelines regarding home size.

Larger

Home on agricultural land decrease the agricultural land space. We are fortunate to have farmable land here in Richmond and we need to think of not only ourselves, financial gain and "progress" but the future for our children and their children and the ability to care for ourselves within our community.

Speculation happens on ALR land with each allowed larger home is approved and built on agricultural land as opposed to residential land zones appropriately.

As a city of forward thinking individuals we need to consider the innate value of our limited food-growing abilities that exist uniquely in Richmond.

We have a long history of farming and producing excellent local food ready for consumption; nearly on our doorsteps. Let us not waste the prime soil in the ALR, respect the current Ministry guidelines and maintain reasonable sized homes to ensure there is no further disintegration of our natural resources.

Best regards, Neva Bruce 11671-No 1 Road Richmond BC

From:

MayorandCouncillors

Sent:

Tuesday, 19 December 2017 08:47

To:

'Lydia Rozental'

Subject:

RE: Building of mansions on agricultural land

Categories:

- DISTRIBUTED ON TABLE, - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S

OFFICE

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Hanieh Berg | Legislative Services Coordinator City Clerk's Office | City of Richmond 6911 No. 3 Road, Richmond, BC V6Y 2C1

----Original Message-----

From: Lydia Rozental [mailto:lrozental@shaw.ca]

Sent: Monday, 18 December 2017 18:35

To: MayorandCouncillors

Subject: Building of mansions on agricultural land

Please stop the building of mansions on agricultural land. They destroy fertile soil, use more resources than needed and they become a front for other activities but farming.

Please restore the land to the farmers, not speculators.

With respect and gratitude,

Lydia Rozental

From:

MayorandCouncillors

Sent:

Tuesday, 19 December 2017 08:47

To:

'Margot Spronk'

Subject:

RE: Residential Development in the Agricultural Zone

Categories:

- DISTRIBUTED ON TABLE, - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S

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Hanieh Berg | Legislative Services Coordinator City Clerk's Office | City of Richmond 6911 No. 3 Road, Richmond, BC V6Y 2C1

From: Margot Spronk [mailto:mspronk@shaw.ca]

Sent: Monday, 18 December 2017 17:28

To: MayorandCouncillors

Subject: Residential Development in the Agricultural Zone

Dear Mayor and Councillors,

I am asking, as you review the bylaw regarding residential development in the Agricultural Zone, that you follow Ministry of Agriculture guidelines regarding home size.

Speculation happens on ALR land when larger homes are allowed on agricultural land than on residential land. We need to protect the precious food-growing resource that exists in Richmond - these soils are prime agricultural land and should be used for growing food, not mansions.

Sincerely, Margot Spronk #31, 12331 Phoenix Drive, Richmond, B.C. V7E 6C3

From:

MayorandCouncillors

Sent:

Tuesday, 19 December 2017 08:47

To:

'iohn baines'

Subject:

RE: Agricultural mega homes

Categories:

- DISTRIBUTED ON TABLE, - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S

OFFICE

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Thank you again for taking the time to bring your concerns to our attention.

Hanieh Berg | Legislative Services Coordinator City Clerk's Office | City of Richmond 6911 No. 3 Road, Richmond, BC V6Y 2C1

From: john baines [mailto:johnbaines@shaw.ca]

Sent: Monday, 18 December 2017 17:21

To: MayorandCouncillors

Subject: Agricultural mega homes

Dear Mayor and Councillors,

I am asking that as you review the bylaw regarding residential development in the Agricultural Zone, that you follow Ministry of Agriculture guidelines regarding home size. Speculation happens on ALR when larger homes are allowed on agricultural land than on city land. We need to realize the precious resource that exists in Richmond, these soils are prime agricultural land and should be used for growing food not mansions.

Sincerely, Mandi Morgan, Bill Morgan, John Baines

mbrodie@richmond.ca lmcphail@richmond.ca kjohnston@richmond.ca bmcnulty@richmond.ca aloo@richmond.ca cau@richmond.ca ddang@richmond.ca cday@richmond.ca hsteves@richmond.ca

From:

MayorandCouncillors

Sent:

Tuesday, 19 December 2017 08:47

To:

'glenda roach'

Subject:

RE: Prioritize food and soil over mansions

Categories:

- DISTRIBUTED ON TABLE, - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S

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Hanieh Berg | Legislative Services Coordinator City Clerk's Office | City of Richmond 6911 No. 3 Road, Richmond, BC V6Y 2C1

From: glenda roach [mailto:glenda.w.r@gmail.com]

Sent: Monday, 18 December 2017 17:23

To: MayorandCouncillors

Subject: Prioritize food and soil over mansions

Dear Mayor and Councillors,

I am asking, as you review the bylaw regarding residential development in the Agricultural Zone, that you follow Ministry of Agriculture guidelines regarding home size.

Speculation happens on ALR land when larger homes are allowed on agricultural land than on residential land. We need to protect the precious food-growing resource that exists in Richmond - these soils are prime agricultural land and should be used for growing food, not mansions.

Sincerely,

Glenda

Glenda Roach 10080 Dyke Road Richmond, B.C. Canada V7A 2L6

From:

MayorandCouncillors

Sent:

Tuesday, 19 December 2017 08:46

To:

'Doris Bruce'

Subject:

RE: Agricultural Zone Bylaw Review

Categories:

- DISTRIBUTED ON TABLE, - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S

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Thank you again for taking the time to bring your concerns to our attention.

Hanieh Berg | Legislative Services Coordinator City Clerk's Office | City of Richmond 6911 No. 3 Road, Richmond, BC V6Y 2C1

From: Doris Bruce [mailto:doris bruce@telus.net]

Sent: Monday, 18 December 2017 17:12

To: MayorandCouncillors

Subject: Agricultural Zone Bylaw Review

Dear Mayor and Councillors,

I am asking, as you review the bylaw regarding residential development in the Agricultural Zone, that you follow Ministry of Agriculture guidelines regarding home size.

Speculation happens on ALR land when larger homes are allowed on agricultural land than on residential land. I believe we need to protect the precious food-growing resource that exists in Richmond - these soils are prime agricultural land and should be used for growing food, not mansions.

I attended a council meeting earlier this year when this issue was debated and listened to Richmond planning staff recommend a much smaller housing footprint on agricultural land, than what council decided upon. I am very dismayed by council's decision and recommend that going forward, Ministry of Agriculture guidelines on home size be followed.

Do the right thing, and change the bylaw to ensure we protect our agricultural land for food production, not building mansions!

Sincerely, Doris Bruce

4531Mahood Drive Richmond

From:

MayorandCouncillors

Sent:

Tuesday, 19 December 2017 08:46

To:

'Janet Yee'

Subject:

RE: No Mansion on Farmland

Categories:

- DISTRIBUTED ON TABLE, - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S

OFFICE

This is to acknowledge and thank you for your email. Please be advised that copies of your email have been forwarded to the Mayor and each Councillor for this afternoon's Planning Committee meeting. In addition, your email has been forwarded to Gavin Woo, Senior Manager, Building Approvals and Wayne Craig, Director, Development.

Thank you again for taking the time to bring your concerns to our attention.

Hanieh Berg | Legislative Services Coordinator City Clerk's Office | City of Richmond 6911 No. 3 Road, Richmond, BC V6Y 2C1

From: Janet Yee [mailto:janetkyee@gmail.com]
Sent: Monday, 18 December 2017 17:09

To: MayorandCouncillors

Subject: No Mansion on Farmland

Dear Mayor and Councillors,

I am asking, as you review the bylaw regarding residential development in the Agricultural Zone, that you follow Ministry of Agriculture guidelines regarding home size.

Speculation happens on ALR land when larger homes are allowed on agricultural land than on residential land. We need to protect the precious food-growing resource that exists in Richmond - these soils are prime agricultural land and should be used for growing food, not mansions.

Sincerely, Janet Yee 10619 Shepherd Drive Richmond, BC.

From:

MayorandCouncillors

Sent:

Tuesday, 19 December 2017 08:46

To:

'Kenny Hall'

Subject:

RE:

Categories:

- DISTRIBUTED ON TABLE, - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S

OFFICE

This is to acknowledge and thank you for your email. Please be advised that copies of your email have been forwarded to the Mayor and each Councillor for this afternoon's Planning Committee meeting. In addition, your email has been forwarded to Gavin Woo, Senior Manager, Building Approvals and Wayne Craig, Director, Development.

Thank you again for taking the time to bring your concerns to our attention.

Hanieh Berg | Legislative Services Coordinator City Clerk's Office | City of Richmond 6911 No. 3 Road, Richmond, BC V6Y 2C1

From: Kenny Hall [mailto:kenny.hall84@gmail.com]

Sent: Monday, 18 December 2017 16:57

To: MayorandCouncillors

Subject:

Dear Mayor and Councillors,

I am asking, as you review the bylaw regarding residential development in the Agricultural Zone, that you follow Ministry of Agriculture guidelines regarding home size.

Speculation happens on ALR land when larger homes are allowed on agricultural land than on residential land. We need to protect the precious food-growing resource that exists in Richmond - these soils are prime agricultural land and should be used for growing food, not mansions.

Sincerely, Kenny Hall 128-5600 Andrews Road Richmond, BC

Be kind whenever possible. It is always possible. His Holiness the Dalai Lama

From:

MayorandCouncillors

Sent:

Tuesday, 19 December 2017 08:45

To:

'Bell, Yvonne [HSSBC]'

Subject:

RE: Easy Urgent letter to Richmond Council re: Mansions on Farmland

Categories:

- DISTRIBUTED ON TABLE, - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S

OFFICE

This is to acknowledge and thank you for your email. Please be advised that copies of your email have been forwarded to the Mayor and each Councillor for this afternoon's Planning Committee meeting. In addition, your email has been forwarded to Gavin Woo, Senior Manager, Building Approvals and Wayne Craig, Director, Development.

Thank you again for taking the time to bring your concerns to our attention.

Hanieh Berg | Legislative Services Coordinator City Clerk's Office | City of Richmond 6911 No. 3 Road, Richmond, BC V6Y 2C1

From: Bell, Yvonne [HSSBC] [mailto:Yvonne.Bell@hssbc.ca]

Sent: Monday, 18 December 2017 16:55

To: MayorandCouncillors

Subject: Easy Urgent letter to Richmond Council re: Mansions on Farmland

Dear Mayor and Councillors,

I am asking, as you review the bylaw regarding residential development in the Agricultural Zone, that you follow Ministry of Agriculture guidelines regarding home size.

Speculation happens on ALR land when larger homes are allowed on agricultural land than on residential land. We need to protect the precious food-growing resource that exists in Richmond - these soils are prime agricultural land and should be used for growing food, not mansions.

Sincerely, Yvonne Bell, life time Richmond resident.

Yvonne Bell 10431 Mortfield Road Richmond, BC V7A 2W1

From:

Ruth Singer <sararuthsinger@gmail.com>

Sent:

Tuesday, 19 December 2017 11:22

To:

MayorandCouncillors

Subject:

Large homes on Agricultural Farm Land

Dear Mayor and Council

Have you any idea of what you are doing to our limited farm land?

When all this land is gone you will be wringing your hands at the loss of land and the high price of fruits and vegetables

Have any off you driven down number 4,5,and 6 roads recently? There are monster homes that were and are being built on prime farm land!!

There are also homes that look like mini hotels Where is our council when all this is going on Whose hand is being crossed with money

When the next election comes up I know who I will not vote for

A speedy reply is requested Yours truley

Ruth Singer

#421-12931 Railway Ave Richmond

From:

Jennifer Rogerson < jenrogerson@me.com>

Sent:

Tuesday, 19 December 2017 10:33

To:

MayorandCouncillors

Subject:

Concerns regarding Mansions on farm land

Dear Mayor and Councillors,

I am asking, as you review the bylaw regarding residential development in the Agricultural Zone, that you follow Ministry of Agriculture guidelines regarding home size.

Speculation happens on ALR land when larger homes are allowed on agricultural land than on residential land. We need to protect the precious food-growing resource that exists in Richmond - these soils are prime agricultural land and should be used for growing food, not mansions.

Sincerely, Jennifer Rogerson 2-9339 Alberta Rd Richmond BC V6Y 4E3

From:

Laura Gillanders < lauragillanders@gmail.com>

Sent:

Tuesday, 19 December 2017 12:13

To:

MayorandCouncillors

Cc:

Hopkins, John; Brodie, Malcolm; McPhail, Linda; Johnston, Ken; McNulty, Bill; Loo, Alexa;

Au, Chak; Dang, Derek; Day, Carol; Steves, Harold; Richmond FarmWatch

Subject:

Considerations for Staff Options Planning Meeting December 19, 2017

December 18, 2017

Dear Richmond Mayor and Councillors and Staff,

Thank you for the work you are doing to reduce the residential impact on farmland in Richmond?

The staff report presented for planning today should include more options.

Staff was asked to look at options of <u>reducing house size</u>, <u>reducing home plate</u>, and potential regulations regarding the septic field, and <u>limiting the maximum house footprint</u>.

Staff however presented an option which was outside of what was asked of them which is Option 3 - <u>increasing</u> the home plate to 14,300 sq ft from 10,780 sq ft which is the current bylaw on farms 0.5 - 2.5 acres.

I ask that staff also present an option that shows a 300m² farm house on the 10,780 sq ft home plate, which leaves a very liveable usable amount of space on the home plate with plenty of room for the septic field, recreation, outbuildings, etc.

If staff is showing an option increasing the home plate to accommodate a 6500 sq ft mansion, which is far too big for a small farm, why are we not also looking at an option to further reduce the house to fit the smaller home plate which Richmond was initially so proud of?

A 6500 sq ft house on a 1.5 acre West Richmond vegetable farm guarantees that no farmer will ever live there and eliminates the possibility of the farm being viable. Currently homes on small farms such as these are under 2000 sq ft, and the farm fields begin at approximately 35m. This ensures the farm is profitable—maximized growing space and a small house, leaving room for all the outbuildings and equipment storage, etc.,that support the farm.

One size does not fit all in Richmond. A small vegetable farm has different needs.

Please add options to keep the multi-tiered sizes:

Farms up to 0.5 acres: Home plate = 50% of lot area, Max house size 300 m^2 (Initial staff calculation following Ministry Guidelines)

Farms 0.5 - 2.5: Home plate= 1000 m², Max house size 300 m²

Farms over 2.5 acres: Home plate= 10% of lot area up to maximum of ?(1400m²? 2000 m²?)

The idea that a smaller home plate will save more farmland is misguided. A large house on a small home plate does not enhance farming. The home plate, especially on larger farms further away from the city amenities, provide much

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DEC 1 9 2017

RECEIVE

needed recreation, garden areas, orchard, outbuildings, storage, etc. The house size is the primary factor for driving up the price of farmland and speculation.

The staff report shows that the large mansions on small farms are not functional.

Please add a request to show option 4 of reducing house size in compliance with the Ministry Guidelines which will be the best option to enhance farming.

Thank you,

Laura Gillanders of Richmond FarmWatch

Options to Limit Farmland House Size, Farm Home Plate and House Footprint

Roston submission to Planning Committee Meeting - December 19, 2017.

This is an excellent staff report on the factors involved in calculating the relationship of house size, septic field size and home plate size. However, the one factor that is less clear in the report is the relationship between house footprint and house size. This ratio is required for us to easily calculate the minimum home plate for a house of a given size. Using the data tables in the report, as explained below, the median ratio of house footprint to house size can be calculated to be 53%. The following questions can then be answered. The calculations are shown at the end of the document.

Question: Can the septic field be included in the home plate?

Answer:

House Size (ft²)	Farms 0.5 to 2.5 acres	Farms over 2.5 acres
Current Richmond maximum 10,770	No	Yes
Reduce maximum to 6,500 or less	Yes	Yes

Question: What is the home plate requirement including septic field for all farms 0.5 acres or more if the maximum house size is reduced to 6,500 ft² or less?

Answer:

House Size (ft ²)		Required Home Plate (ft ²)
Richmond non-ALR lot maximum:	3,260	5,420
ALR guideline maximum:	5,400	8,970
Reduced maximum:	6,500	10,790

Question: Given that 61% of Richmond's farms are under 2.5 acres, how much of these farms would be covered by the home plate including septic field?

Answer:

House Size (ft²)	Required Home Plate (ft²)	Coverage 0.5 acre (%)	Coverage 1 acre (%)	Coverage 2 acres (%)
Rich. non-ALR: 3,260	5,420	25	12	6
ALR max.: 5,400	8,970	41	21	10
6,500	10,790	50	25	12
7,500	12,450	57	29	14
8,500	14,110	not permitted	32	16
Current max.: 10,770	17,880	not permitted	41	21

The smaller the house size, the more chance that a small farm can be profitable. Statistics Canada data shows that a Richmond farm less than 2 acres in size can have a net profit over \$30,000, but it is hard to do that if the house is larger than 5,400 ft².

Note that once a maximum home plate size is selected, nothing forces the property owner to build the maximum permitted house size. A smaller house will allow more space on the home plate for outside recreation.

Public Consultation

it is important to make the options as simple as possible to understand. Data should be kept to the minimum necessary to understand the options. It is also important to add the Richmond average non-ALR lot maximum and the ALR guideline maximum house sizes as options.

The public needs explanations of home plate size and the objective of minimizing it, the objective of including the septic field in the home plate and the Richmond average non-ALR lot maximum and the ALR guideline maximum house sizes.

The figures in staff reports have used a drawing of a cozy farmhouse no matter the size of the house and home plate under discussion. It is important that the public see what a particular size of house looks like. For example, this is a 5,400 ft² house:



Sample Calculations

In the tables at the end of the report on house development permits issued between April and November 2017, the data in Table 2 for farms of 0.5 acres and above gives the actual house size and house footprint. For the 9 houses listed, the median ratio of house footprint to house size is 53%.

ALR guideline maximum house size (500 sq.m.): 5,400 ft²

House footprint 53%: 2,862 ft²

Septic field size type 2 = 30% of house size: $1,620 \text{ ft}^2$ Total house footprint and septic field: $4,482 \text{ ft}^2$ Required home plate = 2 x total: $8,970 \text{ ft}^2$

House size: 6,500 ft²

House footprint 53%: 3,445 ft²

Septic field size type 2 = 30% of house size: 1,950 ft² Total house footprint and septic field: 5,395 ft² Required home plate = 2 x total: 10,790 ft²

Schedule 2 to the Minutes of the Planning Committee meeting of Richmond City Council held on Tuesday, December 19, 2017.



Response to Referral:

Options to Limit House Size, Farm **Home Plate and House Footprint**

December 19, 2017 Planning Committee

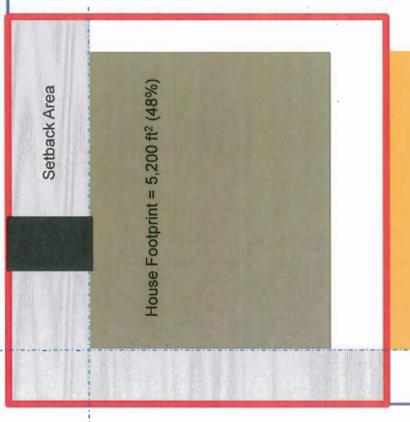
Summary of Septic Systems Used in Richmond

No. of Septic Systems Installed since 2011	6 (11% of total)	32 (56% of total)	19 (33% of total)
Estimated Cost	\$10,000 to \$15,000	\$15,000 to \$25,000	\$25,000 to \$50,000+
Septic Field Area	Approximately 50% of the house floor area.	Approximately 30% of the house floor area as there is a linear correlation between house size and septic field area	Approximately 25% of the house floor area. No defined linear correlation between house size and septic field area.
Description	Traditional septic tank system that uses gravity fed tank into a septic field. Not commonly used in Richmond due to soil conditions and high water table.	Utilizes a wastewater treatment plant system which then distributes treated effluent into the disposal field. Design and approval is done by an onsite waste water practitioner. Most commonly used system in Richmond.	Utilizes an enhanced treatment plant and disposal system that is custom designed by a Professional Engineer.
Туре	Type 1	Type 2	Type 3



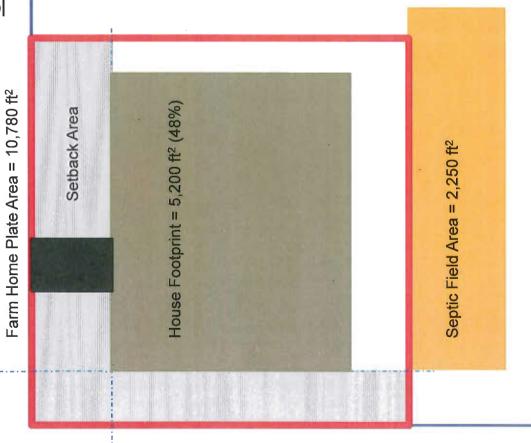
Option 1a (Referral): 6,500 ft² house

Farm Home Plate Area= 10,780 ft²

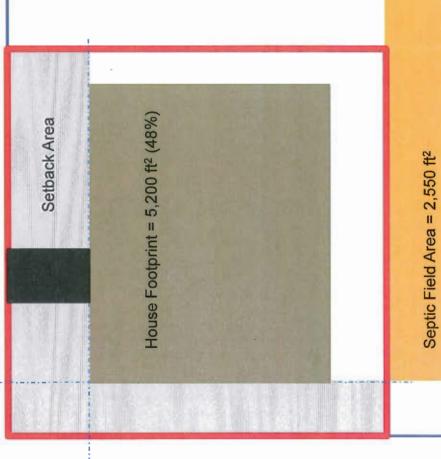


Farming Area

Septic Field Area = 1,950 ft2



Farm Home Plate Area = 10,780 ft²



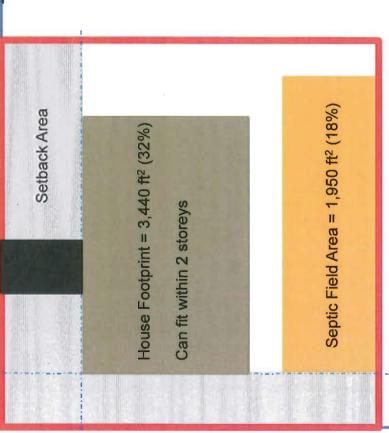
Farming Area

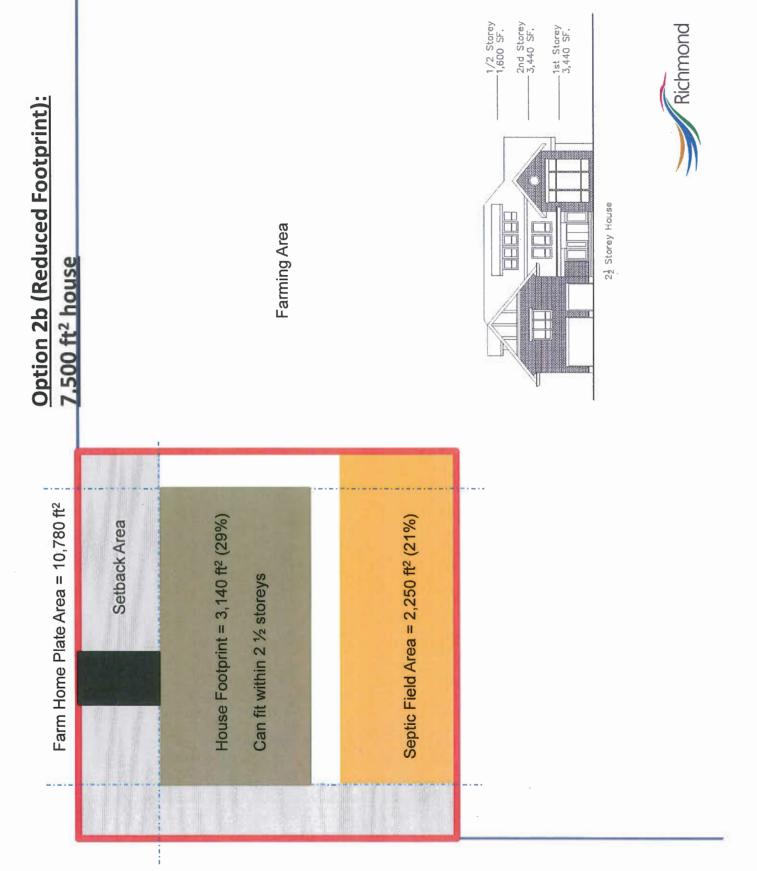
2 Storey House

2nd Storey - 3,440 SF.

Option 2a (Reduced Footprint): 6.500 ft² house

Farm Home Plate Area = 10,780 ft²







Option 2c (Reduced Footprint):

8,500 ft² house

Farm Home Plate = 10,780 ft²

House Footprint = 2,840 ft² (26%) Setback Area This would require 3 storeys Septic Field = 2,550 ft² (24%)

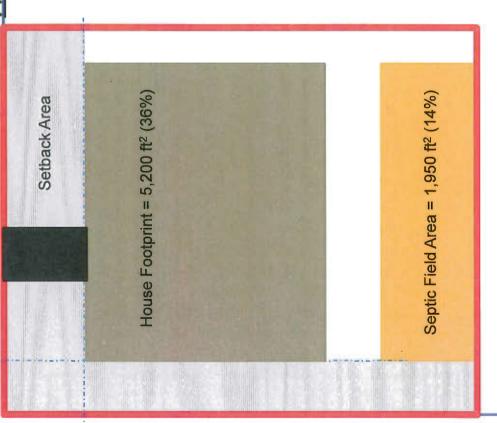
Farming Area

3rd Storey - 2,820 SF. 2nd Storey 2,840 SF.



Option 3a (Larger Farm Home Plate): 6,500 ft² house

Farm Home Plate Area = 14,300 ft²





Option 3b (Larger Farm Home Plate): 7.500 ft² house

Farm Home Plate Area = 14,900 ft² **7.500 f**

Setback Area

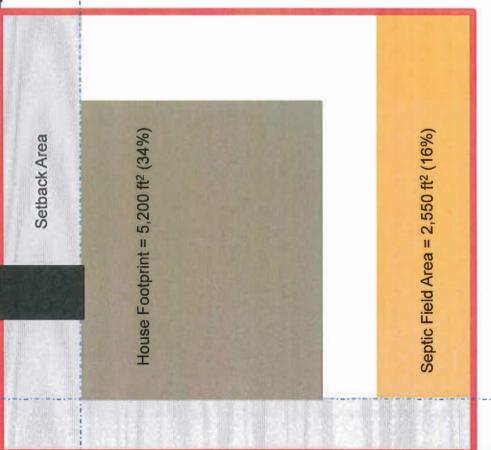
House Footprint = 5,200 ft² (35%)

Septic Field Area = 2,250 ft² (15%)





Farm Home Plate Area = 15,500 ft²





Public Consultation

- January
- Mailout to property owners in ALR about consultation
- Newspaper and website ads
- January/February
- Let's Talk Richmond survey
- Public Open House
- Meeting with the Agricultural Advisory Committee
- March
- Report back to Planning Committee and Council

Schedule 3 to the Minutes of the Planning Committee meeting of Richmond City Council held on Tuesday, December 19, 2017.

The 6,050 ft² House

Angus Drive

- 7 bedrooms
- 7 bathrooms



Options to Limit Farmland House Size, Farm Home Plate and House Footprint

Roston submission to Planning Committee Meeting - December 19, 2017.

This is an excellent staff report on the factors involved in calculating the relationship of house size, septic field size and home plate size. However, the one factor that is less clear in the report is the relationship between house footprint and house size. This ratio is required for us to easily calculate the minimum home plate for a house of a given size. Using the data tables in the report, as explained below, the median ratio of house footprint to house size can be calculated to be 53%. The following questions can then be answered. The calculations are shown at the end of the document.

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Question: Given that 61% of Richmond's farms are under 2.5 acres, how much of these farms would be covered by the home plate including septic field?

Answer:

House Size	Required Home	Coverage	Coverage	Coverage
(ft²)	Plate (ft ²) 0.5 acre (%)		1 acre (%)	2 acres (%)
Rich. non-ALR: 3,260	5,420	25	12	6
ALR max.: 5,400	8,970	41	2 1	10
6,500	10,790	50	25	12
7,500	12,450	57	29	14
8,500	14,110	not permitted	32	16
Current max.: 10,770	17,880	not permitted	41	21

The smaller the house size, the more chance that a small farm can be profitable. Statistics Canada data shows that a Richmond farm less than 2 acres in size can have a net profit over \$30,000, but it is hard to do that if the house is larger than 5,400 ft².

Note that once a maximum home plate size is selected, nothing forces the property owner to build the maximum permitted house size. A smaller house will allow more space on the home plate for outside recreation.

Public Consultation

it is important to make the options as simple as possible to understand. Data should be kept to the minimum necessary to understand the options. It is also important to add the Richmond average non-ALR lot maximum and the ALR guideline maximum house sizes as options.

The public needs explanations of home plate size and the objective of minimizing it, the objective of including the septic field in the home plate and the Richmond average non-ALR lot maximum and the ALR guideline maximum house sizes.

The figures in staff reports have used a drawing of a cozy farmhouse no matter the size of the house and home plate under discussion. It is important that the public see what a particular size of house looks like. For example, this is a 5,400 ft² house:



Sample Calculations

In the tables at the end of the report on house development permits issued between April and November 2017, the data in Table 2 for farms of 0.5 acres and above gives the actual house size and house footprint. For the 9 houses listed, the median ratio of house footprint to house size is 53%.

ALR guideline maximum house size (500 sq.m.): 5,400 ft²

House footprint 53%: 2,862 ft²

Septic field size type 2 = 30% of house size: 1,620 ft² Total house footprint and septic field: 4,482 ft² Required home plate = $2 \times \text{total}$: 8,970 ft²

House size: 6,500 ft²

House footprint 53%: 3,445 ft²

Septic field size type 2 = 30% of house size: 1,950 ft^2 Total house footprint and septic field: 5,395 ft^2 Required home plate = 2 x total: 10,790 ft^2





Planning Committee

Date:

Tuesday, January 9, 2018

Place:

Anderson Room

Richmond City Hall

Present:

Councillor Bill McNulty, Vice-Chair

Councillor Chak Au Councillor Alexa Loo

Absent:

Councillor Linda McPhail

Councillor Harold Steves

Also Present:

Councillor Carol Day

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 19, 2018, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

January 23, 2018, (tentative date) at 4:00 p.m. in the Anderson Room

COMMUNITY SERVICES DIVISION

1. CHILD CARE OPERATOR SELECTION FOR KINGSLEY ESTATES CHILD CARE FACILITY, 10380 NO. 2 ROAD

(File Ref. No. 07-3070-01) (REDMS No. 5676024)

It was moved and seconded

That the YMCA be appointed as the child care operator for the City-owned facility currently under construction at 10380 No. 2 Road, subject to the Society entering into a lease for the facility that is satisfactory to the City, as outlined in the report titled "Child Care Operator Selection for Kingsley Estates Child Care Facility, 10380 No. 2 Road," dated December 11, 2017, from the Manager of Community Social Development.

CARRIED

2. CULTURAL HARMONY PLAN: GUIDING PRINCIPLES

(File Ref. No. 07-3000-01) (REDMS No. 5643584 v. 5)

In reply to queries from Committee, Kim Somerville, Manager, Community Social Development, noted that a number of community stakeholders were consulted on the proposed Guiding Principles and additional community consultation will take place during the development process of the draft Cultural Harmony Plan, Also, it was noted that the proposed Guiding Principles will complement the City's existing strategies and were developed through a Cultural Harmony Steering Committee.

Discussion ensued with regard to the available services supporting newcomers to Richmond and consultation done with Richmond School District No. 38.

As a result of the discussion, staff were directed to forward the Guiding Principles to the Council/School Board Liaison Committee.

It was moved and seconded

- (1) That the Guiding Principles detailed in the staff report titled "Cultural Harmony Plan: Guiding Principles," dated December 14, 2017, from the Manager, Community Social Development, be endorsed; and
- (2) That the Guiding Principles be used to inform the strategic directions and actions of the draft Cultural Harmony Plan.

CARRIED

3. DRAFT AFFORDABLE HOUSING STRATEGY 2017-2027

(File Ref. No. 08-4057-01) (REDMS No. 5657869 v. 13)

Joyce Rautenberg, Affordable Housing Coordinator, reviewed the draft Affordable Housing Strategy, noting that (i) staff will be seeking public feedback on the implementation plan, (ii) staff anticipate that the final strategy will be presented to Council in the first quarter of 2018, (iii) non-profit organizations may utilize land banks for certain affordable housing projects, and (iv) staff can provide Council with information from Metro Vancouver regarding affordable housing units that are at risk for redevelopment.

Discussion ensued with regard to (i) calculating the potential loss of secondary suites and affordable housing units in redevelopment projects, (ii) encouraging the development community to support affordable housing projects, and (iii) encouraging development of affordable housing units suitable for families.

Deirdre Whalen, 13631 Blundell Road, commented on the City's proposed Affordable Housing Strategy and expressed concern on the lack of affordable housing units in the City. Also, she expressed that there is insufficient data on the loss of secondary suites from redevelopment projects.

Discussion ensued regarding the process to legalize and register secondary suites and available data on the occupancy of secondary suites. It was noted that approximately 250 new secondary suites have been secured through the rezoning process.

It was moved and seconded

- (1) That the recommended draft Affordable Housing Strategy 2017-2027 as outlined in the staff report titled, "Draft Affordable Housing Strategy 2017-2027", dated December 14, 2017 from the Manager, Community Social Development, be endorsed for the purpose of seeking public feedback on the implementation plan and future actions in the draft Affordable Housing Strategy 2017-2027; and
- (2) That the final Affordable Housing Strategy 2017-2027, including the results of the consultation, be reported back to Planning Committee at a later date.

CARRIED

PLANNING AND DEVELOPMENT DIVISION

4. APPLICATION BY PIETRO NARDONE TO REZONE THE WEST PORTIONS OF 7151, 7171, 7191, 7211, 7231, AND 7251 BRIDGE STREET FROM THE "SINGLE DETACHED (RS1/F)" ZONE TO THE "SINGLE DETACHED (ZS14) - SOUTH MCLENNAN (CITY CENTRE)" ZONE; AND TO REZONE THE EAST PORTION OF 7191 BRIDGE STREET FROM THE "SINGLE DETACHED (RS1/F)" ZONE TO THE "SINGLE DETACHED (RS2/C)" ZONE

(File Ref. No. 12-8060-20-009796; RZ 16-732490) (REDMS No. 5500172)

Jordan Rockerbie, Planning Technician, reviewed the application, noting that secondary suites are proposed for all ten new lots. He added that a cash-in-lieu contribution towards the Affordable Housing Reserve is proposed for the six retained lots fronting Bridge Street. It was further noted that the proposed road improvements along Bridge Street will accommodate two-way traffic.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9796, for the rezoning of the west portions of 7151, 7171, 7191, 7211, 7231, and 7251 Bridge Street from the "Single Detached (RS1/F)" zone to the "Single Detached (ZS14) - South McLennan (City Centre)" zone; and to rezone the east portion of 7191 Bridge Street from the "Single Detached (RS1/F)" zone to the "Single Detached (RS2/C)" zone, be introduced and given first reading.

CARRIED

5. APPLICATION BY PIETRO NARDONE FOR REZONING AT 7320, 7340 AND 7360 ASH STREET FROM "SINGLE DETACHED (RS1/F)" ZONE TO "SINGLE DETACHED (ZS14) – SOUTH MCLENNAN (CITY CENTRE)" ZONE

(File Ref. No. 12-8060-20-009784; RZ 16-738953) (REDMS No. 5596252)

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9784, for the rezoning of the east portions of 7320, 7340 and 7360 Ash Street from "Single Detached (RS1/F)" to "Single Detached (ZS14) – South McLennan (City Centre)", be introduced and given first reading.

CARRIED

6. APPLICATION BY 0951705 BC LTD. FOR REZONING AT 8871, 8891, 8911, 8931, 8951, 8971 AND 8960 DOUGLAS STREET FROM THE "LIGHT INDUSTRIAL (IL)" ZONE AND "AUTO-ORIENTED COMMERCIAL (CA)" ZONE TO A NEW "COMMERCIAL (ZC45) – BRIDGEPORT VILLAGE" ZONE

(File Ref. No. 12-8060-20-009815; RZ 15-704980) (REDMS No. 5687131)

Sara Badyal, Planner 2, reviewed the application, highlighting that (i) the proposed development includes a six-storey building for hotel use and a one-storey building for commercial use, (ii) the proposed hotel will have approximately 97 rooms, (iii) the proposed development complies with the City Centre Area Plan, (iv) the proposed development will include frontage improvements for Douglas Road and the rear and side lanes, (v) the proposed hotel will be built to connect to a future District Energy Utility system, and (vi) the proposed building's architectural design will be considered during the Development Permit process.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9815 to create the "Commercial (ZC45) – Bridgeport Village" zone, and to rezone 8871, 8891, 8911, 8931, 8951, 8971 and 8960 Douglas Street from the "Light Industrial (IL)" zone and the "Auto-Oriented Commercial (CA)" zone to the new "Commercial (ZC45) – Bridgeport Village" zone, be introduced and given first reading.

CARRIED

7. MANAGER'S REPORT

(i) Amenity Charges in the Official Community Plan

Wayne Craig, Director, Development, spoke on the proposed inflationary increases to the development amenity charges contained in the Official Community Plan, noting that inflation data from Statistics Canada will be utilized and that staff can present a report on the matter at the next Planning Committee meeting.

(ii) Agricultural Property Assessment

Discussion ensued with regard to media reports of an increase in the assessed value of agricultural properties in the city.

In reply to queries from Committee, Mr. Craig noted that agricultural properties that qualify for farm status must meet farm production criteria set by BC Assessment, otherwise properties that do not meet the farm production criteria will be assessed using residential rates.

As a result of the discussion, staff were directed to provide a memorandum to Council regarding the assessment process of agricultural properties.

ADJOURNMENT

It was moved and seconded *That the meeting adjourn (4:51 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 Tuesday, January 8, 2018.

Councillor Bill McNulty Vice-Chair Evangel Biason Legislative Services Coordinator





Parks, Recreation and Cultural Services Committee

Date:

Wednesday, December 20, 2017

Place:

Anderson Room

Richmond City Hall

Present:

Councillor Harold Steves, Chair

Councillor Carol Day Councillor Bill McNulty Councillor Linda McPhail Mayor Malcolm Brodie

Absent:

Councillor Ken Johnston

Also Present:

Councillor Chak Au

Councillor Derek Dang Councillor Alexa Loo

Call to Order:

The Chair called the meeting to order at 4:02 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 28, 2017, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

January 30, 2018, (tentative date) at 4:00 p.m. in the Anderson Room

DELEGATION

1. With the aid of a PowerPoint presentation (copy on-file, City Clerk's Office), Sara Dent and Darcy Smith, representing the Young Agrarians BC, spoke on the Young Agrarians' Lower Mainland Farmland Matchmaker program, highlighting that (i) the program aims to connect landowners with farmers and ensure underutilized agricultural lands are put into production, (ii) the program has partnered with the City of Surrey and other community organizations, (iii) there has been a demand for the program, (iv) Young Agrarians are planning outreach events in Richmond in 2018, and (v) Young Agrarians are seeking funding support from the City to continue program development.

Discussion ensued with regard to (i) the terms of the leases, (ii) the sales and marketing strategy of smaller farming productions, and (iii) a review of the Young Agrarian's financial model,

In reply to queries from Committee, Ms. Dent and Ms. Smith noted that (i) farm lease agreements are typically for a five to ten year term and farms are typically one to five acres in size, (ii) the Young Agrarians' financial statements can be provided, (iii) applicants are screened to ensure potential farmers have previous farming experience, and (iv) Young Agrarians engage in outreach with various community organizations to promote the program.

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

It was moved and seconded *That staff:*

- (1) review the Young Agrarians BC's Lower Mainland Farmland Matchmaker Program and how it fits with Richmond;
- (2) review the background of the Young Agrarians BC; and
- (3) examine sources of funding to support the Lower Mainland Farmland Matchmaker Program;

and report back.

CARRIED

COMMUNITY SERVICES DIVISION

2. 2018 ENGAGING ARTISTS IN COMMUNITY PUBLIC ART PROJECTS

(File Ref. No. 11-7000-09-20-089) (REDMS No. 5627140)

It was moved and seconded

That the concept proposals and implementation for the community public art projects at Hamilton McLean Neighbourhood Park, Minoru Arenas and Britannia Shipyards National Historic Site as presented in the staff report titled "2018 Engaging Artists in Community Public Art Projects," dated November 27, 2017, from the Director, Arts, Culture & Heritage Services, be endorsed.

CARRIED

3. RECREATION AND SPORT STRATEGY FOCUS AREAS

(File Ref. No. 01-0370-20-003) (REDMS No. 5674133 v. 6)

It was moved and seconded

- (1) That the 2018-2023 Recreation and Sport Strategy Focus Areas, as detailed in the staff report titled "Recreation and Sport Strategy Focus Areas," dated November 30, 2017, from the Interim Director, Parks and Recreation, be approved; and
- (2) That the Focus Areas, as described in the staff report titled "Recreation and Sport Strategy Focus Areas," dated November 30, 2017, from the Interim Director, Parks and Recreation, be used to guide the development of the 2018-2023 Recreation and Sport Strategy and that staff bring the 2018-2023 Recreation and Sport Strategy to Council for approval in 2018.

CARRIED

4. PUBLIC ENGAGEMENT PLAN FOR THE STEVESTON COMMUNITY CENTRE CONCEPT DESIGN

(File Ref. No. 06-2050-20-SCC) (REDMS No. 5667612 v. 8)

In reply to queries, Elizabeth Ayers, Manager, Community Services Planning and Projects, noted that adding a youth member to the Steveston Community Centre Concept Design Building Committee can be considered and that the costs associated with the Public Engagement Plan are included in the approved 2017 Capital Budget.

It was moved and seconded

(1) That the Public Engagement Plan described in the staff report titled "Public Engagement Plan for the Steveston Community Centre Concept Design," dated November 28, 2017, from the Interim Director, Parks and Recreation, be received for information; and

(2) That the Steveston Community Centre Concept Design Guiding Principles as described in Attachment 1 of the staff report titled "Public Engagement Plan for the Steveston Community Centre Concept Design," dated November 28, 2017, from the Interim Director, Parks and Recreation, be approved.

CARRIED

Discussion ensued with regard to including the 2018 Steveston Cherry Blossom Festival as a City event.

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

It was moved and seconded

That staff:

- (1) examine options to add the 2018 Steveston Cherry Blossom Festival as a City event and be included in the 2018 Major Events report; and
- (2) identify sources of funding for the 2018 Steveston Cherry Blossom Festival;

and report back.

CARRIED

5. MANAGER'S REPORT

(i) Steveston Gymnasium Leak

Ms. Ayers advised that staff are currently repairing a leak in the Steveston Gymnasium and anticipates that the repairs may not be completed by the end of the week. She added that residents are being advised to utilize other facilities.

Staff were directed to provide a memorandum on the costs to repair the Steveston Gymnasium.

ADJOURNMENT

It was moved and seconded That the meeting adjourn (4:40 p.m.).

CARRIED

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 20, 2017.

Councillor Harold Steves Chair Evangel Biason Legislative Services Coordinator



Minutes

Finance Committee

Date:

Monday, January 8, 2018

Place:

Anderson Room

Richmond City Hall

Present:

Mayor Malcolm D. Brodie, Chair

Councillor Chak Au Councillor Carol Day Councillor Ken Johnston Councillor Alexa Loo Councillor Bill McNulty

Absent:

Councillor Derek Dang Councillor Linda McPhail

Councillor Harold Steves

Call to Order:

The Chair called the meeting to order at 5:23 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the Finance Committee held on

December 4, 2017, be adopted as circulated.

CARRIED

FINANCE AND CORPORATE SERVICES DIVISION

1. FINANCIAL INFORMATION - 3RD QUARTER SEPTEMBER 30, 2017

(File Ref. No. 03-1200-05) (REDMS No. 5683936 v. 5)

Finance Committee Monday, January 8, 2018

It was moved and seconded

That the staff report titled, "Financial Information – 3rd Quarter September 30, 2017", dated December 8, 2017 from the Director, Finance be received for information.

The question on the motion was not called as in reply to queries from Committee, Jerry Chong, Director, Finance, and Robert Gonzalez, Deputy CAO and General Manager, Engineering and Public Works, advised that (i) no additional costs have been incurred related to the minor delay in the Minoru Centre for Active Living project, (ii) the \$934,000 appropriated from Engineering and Public Works for services fees relating to Lulu Island Energy Company (LIEC) are part of an agreement for district energy services rendered by LIEC on behalf of the City, and (iii) surplus funds for water utilities are transferred to the Water Levy Stabilization Provision to offset Metro Vancouver increases as water and sanitary sewer rates are stabilized to ensure payers have a normalized rate, despite spikes in rates imposed by Metro Vancouver.

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

RICHMOND OLYMPIC OVAL CORPORATION

2. RICHMOND OLYMPIC OVAL - 3RD QUARTER 2017 FINANCIAL INFORMATION

(File Ref. No.) (REDMS No. 5665524)

It was moved and seconded

That the report on Financial Information for the Richmond Olympic Oval Corporation for the third quarter ended September 30, 2017 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, Rick Dusanj, Controller, Richmond Olympic Oval Corporation, commented that there are just over 6000 members of the Richmond Olympic Oval and that the marketing budget includes three full time staff members.

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

LULU ISLAND ENERGY COMPANY

3. LULU ISLAND ENERGY COMPANY - 3RD QUARTER 2017 FINANCIAL INFORMATION

(File Ref. No. 10-6600-10-01) (REDMS No. 5642816 v. 7)

Finance Committee Monday, January 8, 2018

It was moved and seconded

That the Lulu Island Energy Company report titled "Lulu Island Energy Company – 3rd Quarter 2017 Financial Information" dated November 2, 2017 from the Chief Executive Officer and Chief Financial Officer, Lulu Island Energy Company be received for information.

CARRIED.

ADJOURNMENT

It was moved and seconded *That the meeting adjourn (5:42 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 Monday, January 8, 2018.

Mayor Malcolm D. Brodie Chair Amanda Welby Legislative Services Coordinator



Report to Committee

To:

Community Safety Committee

Date:

November 22, 2017

From:

Cecilia Achiam, MCIP, BCSLA

File:

09-5350-12/2017-Vol

General Manager, Community Safety

Re:

Lower Mainland District Regional Police Service Integrated Team Annual

Report 2016/17

Staff Recommendation

1. That the report titled "Lower Mainland District Regional Police Service Integrated Team Annual Report 2016/17" from the General Manager, Community Safety, dated November 22, 2017, be received for information; and

- 2. That copies of the report be provided to:
 - a) the Lower Mainland CAO/PCC (Chief Administrative Officer/Principal Police Contact)
 Forum to assist in future discussions surrounding cost allocation formulas for the various teams; and
 - b) the Director of Police Services, Ministry of Public Safety for consideration during the Province's review of the governance of the Integrated Teams.

Cecilia Achiam, MCIP, BCSLA General Manager, Community Safety (604-276-4122)

Att. 2

REPORT CONCURRENCE	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:
APPROVED BY QAO	

Staff Report

Origin

On October 3, 2017, the Lower Mainland District (LMD) of the RCMP released the "Lower Mainland District Regional Police Service Integrated Team Annual Report 2016/2017" (Attachment 1). An analysis of the RCMP Report has been prepared to examine whether the City is receiving a level of service proportionate to the payment for these services.

This report supports Council's 2014-2018 Term Goal #1 A Safe Community:

Maintain emphasis on community safety to ensure Richmond continues to be a safe community.

1.4. Effective interagency relationships and partnerships.

Background

The Integrated Teams consist of five specialized units: the Integrated Homicide Investigation Team (IHIT), Integrated Forensic Identification Services, Integrated Collision Analysis and Reconstruction Service, Integrated Police Dog Services and Emergency Response Team. These Integrated Teams provide specialized services for municipalities that contract with the RCMP, the Province and independent police departments. The Integrated Teams provide municipalities with the ability to deal with crimes that are highly complex and are multi-jurisdiction.

Generally, the costs of the Integrated Teams are shared by participating municipalities based on a funding formula¹ with two criteria:

- 1) Criminal Code Offence 5 year average criminal code offenses accounts for 75% of the cost sharing
- 2) Population Annual population accounts for 25% of the cost sharing

The base cost for Integrated Teams may differ with the Provincial and Federal contributions. A summary of the base costs is provided in Attachment 2.

In July 2017, the Province has engaged a consultant to conduct the LMD Integrated Teams Governance Review. The consultant will work with the LMD Integrated Teams Advisory Committee and the Chief Administrative Officer/Principal Police Contact Committee to gather suggestions and input for the review.

¹ Population and criminal code offenses statistics are based on the report entitled "B.C. Policing Jurisdiction Crime Trends" from the BC Provincial Ministry of Justice, Police Services Division. Example of the generalized formula:

Richmond Overall Cost Share = $0.25 \left(\frac{Population\ of\ Richmond}{Population\ of\ Participating\ Partners}\right) + 0.75 \left(\frac{Richmond\ 5\ Year\ Total\ Average\ Criminal\ Code\ Offenses}{5\ Year\ Total\ Average\ Criminal\ Code\ Offenses\ of\ Participating\ Partners}\right)$

Analysis

Expenditures on Integrated Teams

The City's expenditure on the Integrated Teams in the last fiscal year was \$3,712,213 (April 1, 2016 to March 31, 2017). The City's last three years expenditures on Integrated Teams are outlined in Table 1.

Table 1 – City of Richmond Historical Expenditures on Integrated Teams				
Fiscal Year	Actual Annual Cost of RCMP Integrated Teams	Equivalent Police Strength		
2014/15	\$3,423,691	17.75		
2015/16	\$3,709,878	17.77		
2016/17	\$3,712,213	16.89		

Source: City of Richmond. The financial information contained in Table 1 is based on invoiced statements by the RCMP and is slightly different than the financial information provided in the RCMP Integrated Teams Annual Report.

The equivalent police strength is calculated based on the same funding formula on the police strength for all Integrated Teams. There was a slight decrease in 2016/17 due to new municipalities joining the Integrated Teams. The average cost per police officer is higher due to overtime for complex investigations; specialized training and equipment; and the deployment of higher ranking officers.

Long-term Budgeted Expenditures of the Integrated Teams

The long-term budgeted cost of the Integrated Teams for the City in 2022/23 is \$4,458,407, which equates to an average growth of approximately 1.8 per cent per year for six years. Table 2 outlines the long term cost projection provided by the RCMP.

Should the City experience higher population growth and/or increases in criminal code offences relative to other municipalities, then the cost share would reflect based on the funding formula.

Table 2 – Budgeted Expenditures on Integrated Teams				
Fiscal Year	Budgeted Cost of RCMP Integrated Teams	Change From Previous Year		
2017/18	\$3,995,335	-		
2018/19	\$4,071,611	1.9%		
2019/20	\$4,175,652	2.6%		
2020/21	\$4,276,974	2.4%		

Fiscal Year	Budgeted Cost of RCMP Integrated Teams	Change From Previous Year
2021/22	\$4,366,751	2.1%
2022/23	\$4,458,407	2.1%

Source: RCMP 5 Year Plan with IHIT cost distribution at 70/30.

On July 8, 2016, the Supreme Court of Canada released the ruling on *R v Jordan*, a landmark decision that imposed timelines of 18 months from charge to conclusion in the Provincial Court and 30 months in the Supreme Court. Delays caused by defense counsel are excluded from the calculation of this timeline. The impact of this ruling would require the police to begin compiling complete disclosure packages earlier and to work more closely with Crown prosecutors. It is anticipated that an increase in the police support resources would be required in order to meet the deadlines imposed by this ruling, resulting in higher policing costs to the municipality.

Analysis of Cost Sharing by Municipalities

The long term sustainability of any shared services depends on the fairness of cost sharing. With the provision of the regionalized specialized police services, municipalities value the standardized level of service, cost stability and cost equity of the Integrated Teams.

Standardized Level of Service: The City has received standardized level of service from the RCMP Integrated Teams. Recognizing the crimes investigated by the Integrated Teams are multi-jurisdictional, this regionalized deployment model allows timely intelligence sharing and efficiency in investigations.

Cost Stability: The current funding formula is based on population (25% per cent) and criminal code offenses (75 per cent) in the participating municipalities. Under this cost structure, the City pays a share of the cost regardless of the actual calls for service in Richmond for the Integrated Teams.

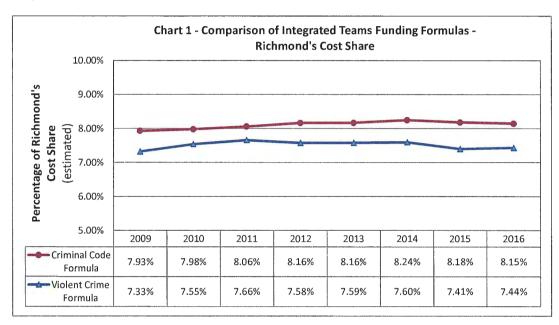
Cost Equity: The Integrated Teams tend to investigate files that are multi-jurisdictional and are categorically violent². For example, the Integrated Homicide Investigation Team and the Integrated Forensic Identification Service would be called upon to investigate homicides; the Integrated Police Dog Service would be called upon to assist in high risk offences such as robbery or assaults. As such, the funding formula should reflect seriousness of these call response.

² Policing and Security Branch of the BC Ministry of Justice defines "violent crime" as, "the offences of homicide, attempted murder, sexual and non-sexual assault, sexual offences against children, abduction, forcible confinement or kidnapping, firearms, robbery, criminal harassment, extortion, uttering threats, and threatening or harassing phone calls and other violent offences." These are the type of criminal offences that the RCMP Integrated Teams are called upon for service.

Alternative Funding Formula Option for Consideration

Examination of the violent crime statistics and calls for service data published in the RCMP Integrated Teams Report suggests that violent crime rates may impact the calls for service of the Integrated Teams in Richmond. Between 2011 and 2016, the Richmond's violent crime rate declined and correspondingly, the Integrated Team response also declined.

Given the nature of the criminal offences investigated by the Integrated Teams, the funding formula should consider violent crime statistics to ensure cost equity to municipal partners. With the trend of a lower violent crime rate in Richmond compared to other jurisdictions, Richmond's share of the Integrated Teams cost would be less if the funding formula was to be replaced with violent crime than criminal code. Chart 1 below depicts the average estimated percentage of cost share⁴ using both the criminal code and violent crime.



With the current funding formula using criminal code offences, the City's cost share of the Integrated Teams is about 8.15 per cent of the total cost. If the funding formula is revised to use violent crime offences, the City's cost share would drop to 7.44 per cent, a decrease of 0.71 per cent. With the total municipal partners cost of approximately \$42.5 million per year, this would translate into a savings of \$301,750 per year. Attachment 3 shows the cost sharing difference for all municipalities participating in the Integrated Teams

Financial Impact

None.

⁴ The percentage of cost share estimated includes all partner municipalities only. Provincial jurisdiction is excluded. In practice, each unit of the Integrated Teams are calculated separately because not all municipalities participate in all of the Integrated Teams units. Provincial and Federal contributions have to be included in the calculation. As such, the actual percentage cost share would be slightly different than presented in Chart 1.

Conclusion

Staff will continue to examine and monitor the annual costs and benefits to the City of Richmond of the RCMP Integrated Teams. The Integrated Teams primarily respond to violent crime such as homicide, robbery and assaults. Richmond has seen a decline in violent crime over the last five years and correspondingly, a reduction in call response of Integrated Teams. Violent crime, rather than general criminal code offences, is a better metric that reflects the multi-jurisdictional nature of serious crimes. For a sustainable regionalized police service such as the Integrated Teams, the use of violent crime statistics for the funding formula reflects better cost equity and cost stability.

This annual comparison would be beneficial to the Lower Mainland Municipalities in future discussions at the CAO/PPC (Chief Administrative Officer/Principal Police Contact) Forum with regard to governance and funding of the Integrated Teams. The contents of this report might also assist the Director of Police Services in his review of the governance of the Integrated Teams.

Douglas Liu

Manager, Business and Operational Analysis Community Safety Division

(604-276-4004)

Attachment

- 1: Integrated Teams 2016-2017 Annual Report
- 2: Base cost of Integrated Teams
- 3: Cost Share Comparison Using Criminal Code and Violent Crime Statistics (excludes Provincial figures)

INTEGRATED TEAMS

2016 - 2017 ANNUAL REPORT





Message from the Lower Mainland District Commander

Assistant Commissioner Stephen Thatcher Lower Mainland District Commander

Welcome to the 2016-17 Integrated Teams Annual Report. This publication highlights the work of the RCMP and independent police services which make up the Integrated Teams, the yearly financial expenditures, forecasts and calls for service.

Our team members are some of the country's leading experts in their fields. The exceptional skill-set they bring and the positive impact that has on the enhancement of public safety around the Lower Mainland is truly impressive.

The integrated model is a collective effort and its success is the result of the support and guidance we receive from municipal leaders and the constituencies they represent. We are grateful for your continued support and recognition of the expertise we bring to your front doors, and we will continue to review and enhance the way we engage with the municipalities we serve. The provincial and federal governments complete our collective effort as partners in public safety from Pemberton to Boston Bar.

To some, policing may look easy from the outside, but it is a sophisticated and ever-evolving line of work. Safety, training and legal requirements change often and necessitate ongoing updates to the business models which underpin the teams. The support, guidance and feedback provided by our partners allows us to continue to adjust to those realities.

Each of our teams work together. Whether it's ERT assisting Delta Police Department with warrants or the complex work of a collision reconstructionist supporting our partner in the West Vancouver Police Department, our teams work collaboratively with all agencies to provide specialized policing services wherever and whenever required.

I am impressed with the level of expertise and unique skills of the dedicated women and men—police officers and civilian staff—who serve these teams often going beyond what is required to deliver quality service to the citizens of Lower Mainland.

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About the Lower Mainland District



- The Lower Mainland District covers 30,969 square kilometres from Pemberton to Boston Bar and as far south as the United States border.
- Geography is diverse in the Lower Mainland as it includes mountains, international borders, and bodies of salt and fresh water all through both urban and rural settings.
- There are 13 RCMP detachments,
 28 communities and 1.8 million
 people within the Lower Mainland
 District boundaries.

- Over 40 aboriginal communities.
- Approximately 92* known languages spoken by residents.
- Close to 3,500 police officers and civilian staff, as well as volunteers support all functions of front line policing, law enforcement and public safety.
- Five specialized integrated teams serve five Lower Mainland municipal jurisdictions Abbotsford, Delta, New Westminster, Port Moody and West Vancouver.
- Includes Regional Duty Officers who are senior level officers that monitor RCMP operations in the Lower Mainland and coordinate major cross-jurisdictional incidents 24 hours a day, 7 days a week.
- District is supported operationally and administratively by various provincial and federal teams when needed.

*source: 2011 census

CNCL - 161

Provincial Support



The provincial government is committed to building the best police structure in B.C. Integration is the cornerstone of policing in BC as a means for leveraging resources that are highly technical, capital intensive, and specialized, resulting in efficiencies for participating jurisdictions.

The Province works closely with local governments and the RCMP, playing a significant role in supporting the Lower Mainland District's five integrated teams including the Integrated Homicide Investigation Team (IHIT), the Lower Mainland District Emergency Response Team (LMD-ERT), Integrated Collision Analysis and Reconstruction Service (ICARS), Integrated Forensic Identification Services (IFIS), and Integrated Police Dog Service (IPDS).

The Province provides over \$11 million in funding towards participating in the LMD Integrated Teams and recognizes that the scope of policing operations constantly evolves. Policing must adapt to external and internal requirements such as increased training and officer safety, specialized skills and equipment, and pressures that may arise from legal decisions.

Integration of services amongst jurisdictions encourages cooperation and collaboration among police agencies on specialty policing, eliminating duplication, streamlining administrative and operational functions and sharing necessary expertise, equipment and critical information. It is something this government continues to emphasize, encourage and support.

	20	16-17	Authoi	rized S	treng	ths
	RM	СМ	Ind	PSE	ME	Total
IHIT Muni	57	11	8	15		91
IHIT Prov	15	3		1		19
IHIT Total	72	14	8	16	0	110
ICARS Muni	15		1			16
ICARS Prov	4					4
ICARS Total	19	0	1	0	0	20
FIS Muni	47	14	3		9	73
FIS Prov	5	1		1		7
FIS Fed	1	2				3
FIS Total	53	17	3	1	9	83
ERT Muni	28		5	2		35
ERT Prov	20					20
ERT Fed	13					13
ERT Total	61	0	5	2	0	68
PDS Muni	33		11			44
PDS Prov	4					4
PDS Total	37	0	11	0	0	48
III/Admin						
Hub	1	1		6		8

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Muni Total

Prov Total

Fed Total

RM - RCMP Regular Member

181

48

14

26

4

28

0

23

2

CM - RCMP Civilian Member

Ind PD - Independent Police Department

PSE - Public Service Employee

III - Integrated Internal Investigator

267

54

16

Integrated Team Municipal Partners



Chief Constable Bob Rich Abbotsford Police Department



There are inherent challenges that come with policing. Organized crime and career criminals know no boundaries, so police agencies must work together to keep all communities safe. The most effective policing strategies are based on a combination of a police service responding to its community's issues, as well as using inter-agency cooperation to address

crime that is crossing jurisdictional boundaries. In addition, many police services are best delivered in multi-agency teams that provide efficiencies and benefit from economies of scale.

The Abbotsford Police Department is exceptionally pleased to work in partnership with the RCMP and other municipal police agencies in integrated teams such as the Integrated Police Dog Services (IPDS), the Integrated Road Safety Unit (IRSU) and the Integrated Homicide Investigation Team (IHIT). Together, we have successfully partnered to improve public safety in the Lower Mainland.



Chief Constable Len Goerke West Vancouver Police Department



West Vancouver Police officers proudly serve on a wide range of integrated units carefully selected to provide the most effective deployment of staff and resources, while continuing to provide police services to the communities we protect. Integration of police services allows individual departments to remain highly responsive to local community priorities, while ensuring effective and seamless operations across municipal boundaries.

Our involvement in the Integrated Homicide Investigation Team (IHIT), Integrated First Nation Policing Unit (IFNU), Combined Forces Special Enforcement Unit (CFSEU-BC), Integrated Forensic Identification Services

(IFIS), Integrated Collision Analysis and Reconstruction Service (ICARS), and Integrated Road Safety Unit (IRSU) illustrates our commitment to strong regional partnerships that allow the West Vancouver Police to meet the needs of our community and provide excellent opportunities for skill development and personal growth of our officers, all while helping meet regional policing challenges.

Integrated Team Municipal Partners



Chief Constable Neil Dubord
Delta Police Department



As policing continues to increase in both complexity and required investment, all police agencies including the RCMP, Delta Police and other municipal forces depend on each other to ensure the best possible service to our public. As the Chief of Delta Police, I truly appreciate the integrated teams we work with. The high level of special skills developed in the integrated teams

provides great confidence to our community. Integrated teams give our officers the chance to develop in a variety of specialty areas which benefits local and provincial public safety initiatives. As a result of the integrated teams' work our officers can focus on our local community policing strategies.



Chief Constable Dave Fleugel
Port Moody Police Department

Port Moody Police is a very proud partner with the RCMP, and other metro Vancouver police agencies in these integrated policing teams. The integrated teams provide a very high level of service to the citizens of Port Moody and the entire region. The integrated teams allow our own local members the opportunity to grow and gain unique experience. Port Moody members are embedded into the teams and bring all of that unique experience back to the City of Port Moody. Finally, having the Integrated Homicide Investigation Team, the Integrated Police Dog Services and the Regional Integrated Emergency Response Team serve the City of Port Moody allows the Port Moody Police Department the time to fully concentrate on local community policing priorities.





Chief Constable Dave Jones
New Westminster Police Department



The New Westminster Police Department is proud to invest in partnerships with other municipal police departments and the RCMP. Integrated teams such as the Integrated Road Safety Unit, Combined Forces Special Enforcement Unit, Integrated Homicide Investigative Team, Lower Mainland District Emergency Response Team and Integrated Police Dog Services show the unwavering commitment each of these agencies share, which is to keep communities across Metro Vancouver safe places to live, work and play.

Safety and security across the Lower Mainland requires an integrated approach. Crime has no boundaries. By working with integrated teams

the members of the New Westminster Police Department benefit from expanding their expertise and maintaining strong regional partnerships through integrated services allowing us to respond to local needs and play our part in meeting the challenges of larger regional policing concerns.

ERT – Emergency Response Team

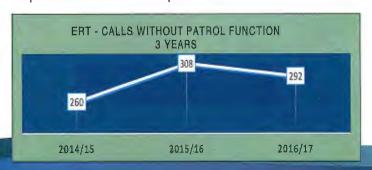
Mandate: ERT's mandate is to respond to calls for service that, by their nature and through sound risk assessment, exceed the abilities and capabilities of first responders and patrol resources. These calls can include hostage situations, highrisk search warrants, VIP protection duties, aeiral extraction, high-riskdog tracks, ship and aircraft boarding.

Resources: 66 employees

• 53 police officers—48 RCMP, remaining officers are from Delta, New Westminster and Port Moody.

Efficiencies and Capabilities:

- Prior to an efficiency review, calls for service included calls involving a patrol and back-up function.
 See Calls for Service Table – 2 year comparison.
- Following the review, calls for service are calculated differently. They now consist of ERT's core mandate of high-risk events and elimination of patrol and back-up functions. See the three-year comparison chart for further details.
- Not captured in the calls for service is ERT's required minimum of 480 hours training per member per year.
- On average, ERT participates in up to 25 community engagement events a year.
- A planned ERT event can take up to 110 hours while a reactive operation can take up to 90 hours.
- The vast majority of ERT files are resolved peacefully and without injury to the public, subject of the complaint or police officers. These positive results are due to ERT's extensive training, planning and specialized skill development.



Calls for Service by Jurisdiction - 2 year Comparison

	,	
Jurisdiction	2015/16	2016/17
Abbotsford	0	4
Burnaby	34	16
Coquitlam	35	21
Delta	15	0
Hope	4	See UFVRD
Langley City	14	11
Langley Township	45	20
Maple Ridge	36	11
Mission	16	11
New Westminster	40	14
North Vancouver City	3	1
North Vancouver District	12	2
Pitt Meadows	8	3
Port Coquitlam	18	6
Port Moody	6	1
Richmond	51	3
Sechelt	1	1
Squamish	9	5
Surrey	213	99
UFVRD	105	23
University	, o	1
Whistler	2	0
White Rock	Ó	2
Assistance to municipal police services	8	3
HIT	0	8
Federal sections	19	9
Other Government Departments	7	17
TOTAL	719	292



Our mission is to provide superior erangeed tagtical support to front line members in the most professional manner, while maintaining police and public safety.

ERT - Financials



			2017/18
ERT Financials	2015/16	2016/17	Projected
DIRECT COSTS			
RCMP Salaries	5,701,442	5,653,626	6,205,975
OPERATIONS & MAINTENANCE			
Transportation & Travel	264,032	238,217	209,000
Information	2,425	2,265	-
Professional Services	1,443,488	1,464,748	1,536,500
Rentals & Leases	62,758	89,903	50,000
Repair & Maintenance	229,288	186,883	231,000
Utilities & Supplies	931,456	919,246	1,079,500
Minor & Major Fixed Assets	878,996	1,023,313	782,100
Subsidies & Payments	17,203	20,779	
DIRECT COSTS	9,531.088	9,598,980	10,094.075
Credits/Adjustments	(185,523)	(92,146)	
TOTAL DIRECT COSTS	9,345,565	9,506,834	10,094,075
INDIRECT COSTS			
RCMP Pensions	1,089,588	1,075,794	1,239,992
RCMP CPP	129,157	127,223	144,472
RCMP EI	59,217	55,850	66,230
Divisional Administration	1,236,079	1,215,710	1,454,640
Recruit Training	202,063	219,437	270,982
National Programs	76,405	70,482	139,491
Building Lease Costs	1,023,802	1,023,802	1,024,000
Temporary Civilian Employees Indirect Costs	-	-	-
Public Service Employees Indirect			
Costs	44,214	38,601	46,260
TOTAL INDIRECT COSTS	3,860,525	3,826,899	4,386,067
TOTAL COSTS	13,206,090	13,333,733	14,480,142

Municipally funded - 35 positions Provincially funded - 20 positions Federally funded - 13 positions

Cost Share Per Municipality			
50% Municipal Share	2015/16	2016/17	2017/18 Projected
Burnaby	656,813	640,798	695,304
Chilliwack	318,845	323,466	350,980
Coquitlam	346,274	350,076	379,853
Delta	278,724	271,400	294,734
Норе	25,245	24,390	26,403
Kent	12,573	13,254	14,348
Langley City	135,041	137,859	149,585
Langley Township	331,747	342,482	371,613
Maple Ridge	251,901	254,155	275,773
Mission	141,129	142,006	154,085
New Westminster	257,137	257,927	280,103
North Vancouver City	159,319	154,138	167,248
North Vancouver District	180,298	175,154	190,052
Pitt Meadows	50,127	51,199	55,554
Port Coquitlam	164,292	168,385	182,708
Port Moody	69,300	67,777	73,604
Richmond	507,814	516,949	560,920
Sechelt	23,157	21,983	23,797
Squamish	68,983	69,463	75,371
Surrey	1,710,378	1,774,567	1,925,511
Whistler	46,757	44,886	48,591
White Rock	51,335	51,796	56,202
Municipal Total	5,787,187	5,854,108	6,352,341
Provincial Total*	2,967,230	2,986,372	3,243,135
Federal Total*	4,451,672	4,493,253	4,884,667
GRAND TOTAL	13,206,090	13,333,733	14,480,142

Provincial Total* (Detail)			
GVRD Provincial - Muni Resources	193,951	186,288	202,305
Provincial ERT Share	2,773,279	2,800,084	3,040,830
Federal Total* (Detail)			
Federal ERT Share	2,641,218	2,666,747	2,896,028
Fed Contribution - Muni Resources	1,810,454	1,826,506	1,988,638



ICARS – Integrated Collision Analysis & Reconstruction Services



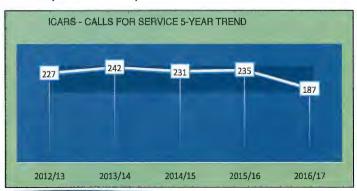
Mandate: The Integrated Collision Analysis and Reconstruction Service is responsible for the forensic reconstruction of collisions that result in serious injury or death throughout the Lower Mainland and province.

Resources:

• 20 police officers —19 RCMP, 1 West Vancouver.

Efficiencies and Capabilities:

- Purchase of 3D scanners enable investigators to make a 3D diagram of everything at a scene—a reduction from two hours to 40 minutes of time for an investigator.
- Changes to overtime call out policy have reduced costs
- Many concluding investigations lead to improved safety for roadways.



Calls for Service by Jurisdiction - 2 year Comparison

Jurisdiction	2015/16	2016/2017
Burnaby	28	14
Chilliwack	9	12
Coquitlam	12	7
Harrison Hot Springs	1	0
Норе	1	0
Kent	1	2
Langley City	0	0
Langley Township	18	13
Lions Bay	1	Q
Maple Ridge	8	5
Mission	7	6
North Vancouver City	4	3
North Vancouver District	5	2
Pitt Meadows	3	0
Port Coquitlam	3	3
Richmond	14	13
Sechelt	0	. 0
Sunshine Coast	4	3
Squamish	0	0
Surrey	60	48
West Vancouver	7	5
Whistler	.1	0
White Rock	1	1
Provincial jurisdictions	47	50
TOTAL	235	187

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ICARS - Financials



-146			2017/18
ICARS	2015/16	2016/17	Projected
DIRECT COSTS			
RCMP Salaries	1,291,592	1,185,399	1,481,828
OPERATIONS & MAINTENANCE			
Transportation & Travel	28,118	32,278	40,300
Information	3,197	156	-
Professional Services	289,801	328,811	241,000
Rentals & Leases	910	1,369	3,000
Repair & Maintenance	3,881	11,559	20,600
Utilities & Supplies	67,904	78,215	58,900
Minor & Major Fixed Assets	207,876	318,877	230,500
Subsidies & Payments	751		
DIRECT COSTS	1,894,029	1.956,664	2,076,128
Credits/Adjustments	1,573	1,838	
TOTAL DIRECT COSTS	1,895,602	1,958,502	2,076,128
INDIRECT COSTS			
RCMP Pensions	256,305	252,527	281,449
RCMP CPP	30,169	28,196	31,726
RCMP EI	13,832	12,378	14,544
Divisional Administration	288,729	269,437	319,440
Recruit Training	47,199	48,634	59,508
National Programs	17,847	15,621	30,632
Building Lease Costs	255,000	255,000	255,000
Temporary Civilian Employees Indirec	t		
Costs	-	-	-
Public Service Employees Indirect			
Costs	11,144	9,111	12,599
TOTAL INDIRECT COSTS	920,225	890,905	
TOTAL COSTS	2,215,827	2.249.466	3.081.027
Provincial ICARS Resources	557,612	658,740	678,502
ICARS Total	3,373,439	3,508,146	3,759,529

Cost Share Per Municipality			
Jurisdiction	2015/16	2016/17	2017/18 Projected
Burnaby	318,621	310,050	334,898
Chilliwack	154,750	156,528	169,072
Coquitlam	167,938	169,376	182,950
Норе	12,360	11,878	12,793
Kent	6,150	6,454	6,951
Langley City	65,566	66,717	72,063
Langley Township	160,945	165,716	178,996
Maple Ridge	122,225	122,980	132,835
Mission	68,495	68,718	74,225
North Vancouver City	77,301	74,582	80,559
North Vancouver District	87,403	84,735	91,526
Pitt Meadows	24,315	24,773	26,758
Port Coquitlam	79,697	81,474	88,003
Richmond	246,289	250,116	270,160
Sechelt	11,328	10,703	11,528
Squamish	33,479	33,613	36,307
Surrey .	829,984	858,702	927,518
West Vancouver	48,714	47,665	51,540
Whistler	22,894	21,860	23,544
White Rock	24,900	25,061	27,070
Municipal Total	2,563,355	2,591,702	2,799,293
Provincial Total*	390,328	461,118	474,952
Federal Total*	419,756	455,326	485,284
GRAND TOTAL	3,373,439	3,508,146	3,759,529

Provincial Total* (Detail)			
Provincial ICARS Resources	390,328	461,118	474,952
Federal Total* (Detail)			
Fed Contribution - Muni Resources	252,472	257,704	281,734
Fed Contribution - Prov Resources	167,284	197,622	203,551

Municipally funded - 16 positions Provincially funded - 4 positions



IFIS – Integrated Forensic Identification Services



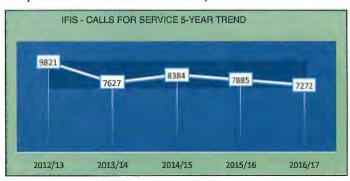
Mandate: Responsible for collecting, processing, analyzing and interpreting evidence found at the scene of a crime.

Resources:

- 57 police officers—54 RCMP, 3 West Vancouver.
- 26 support staff including: video analysts, video technicians, identification assistants, and an administrative assistant.

Efficiencies and Capabilities:

- Implementation of FSERT (Forensic Search & Evidence Recovery Team) model to investigate complex homicides involving scattered, burnt or buried human remains.
- Purchase of UAV (Unmanned Aerial Vehicle) allows greater accuracy reducing time needed to hold and record a scene.
- 1,181 Identifications in 2016/17.



Calls for Service by Jurisdiction - 2 year Comparison

	200	Contract of
Jurisdiction	2015/16	2016/17
Agassiz	59	47
Boston Bar	15	14
Bowen Island	6	3
Burnaby	1375	1035
Chilliwack	465	501
Coquitlam	714	420
Норе	80	71
Langley City	140	122
Langley Township	518	441
Maple Ridge	360	346
Mission	252	146
North Vancouver (City)	263	182
North Vancouver (District)	98	190
Pemberton	12	10
Pitt Meadows	26	23
Port Coquitlam	34	101
Richmand	626	687
Squamish	66	103
Sunshine Coast (Municipal)	24	27
Sunshine Coast (Provincial)	8	15
Surrey	2435	2376
University Detachment (UBC)	33	46
West Vancouver	102	159
Whistler	44	40
White Rock	25	51
Federal units	41	54
Other Jurisdiction	64	62
TOTAL	7885	7272

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IFIS - Financials



FIS	2015/16	2016/17	2017/18 Projected
DIRECT COSTS	2013/10	2010/17	Trojecteu
RCMP Salaries	4,907,958	5,080,056	5,807,407
OPERATIONS & MAINTENANCE	.,,	_,,	.,,
Transportation & Travel	251,538	216,669	124,000
Information	1,118	2,424	500
Professional Services	1,526,650	1,531,914	1,609,500
Rentals & Leases	559,090	709,550	662,000
Repair & Maintenance	90,054	145,986	78,000
Utilities & Supplies	319,779	325,126	279,000
Minor & Major Fixed Assets	518,824	494,172	366,600
Subsidies & Payments	4,066	2,392	4,100
DIRECT COSTS	8,179,077	8,508,289	8,931,107
Credits/Adjustments	(110,228)	(124,427)	
TOTAL DIRECT COSTS	8.068,849	8,383,862	8,931,107
	-		
INDIRECT COSTS			
RCMP Pensions	974,489	983,274	1,202,420
RCMP CPP	123,608	125,835	144,472
RCMP EI	56,672	55,241	66,230
Divisional Administration	1,182,971	1,202,452	1,454,640
Recruit Training	193,382	217,044	270,982
National Programs	73,123	69,714	139,491
Building Lease Costs	158,913	149,148	158,300
Temporary Civilian Employees Indirect			
Costs	1,721	594	-
Public Service Employees Indirect		26 000	0.0
Costs	33,846	28,123	36,324
TOTAL INDIRECT COSTS	2.798,724	2,831,426	3,472,859
TOTAL COSTS	10,867,573	11,215,288	12,409,966
Dequipoid FIS Depayroon	1,107,370	961,892	000.740
Provincial FIS Resources	~~~		990,749
FIS Total	11,974,943	12,177,180	13,394,715

Cost Share Per Municipality			
Jurisdiction	2015/16	2016/17	2017/18 Projected
Burnaby	1,224,048	1,216,105	1,343,938
Chilliwack	594,504	613,945	678,481
Coquitlam	645,170	664,342	734,175
Hope	46,891	46,146	50,887
Kent	23,330	25,073	27,648
Langley City	251,885	261,682	289,190
Langley Township	618,303	649,983	718,308
Maple Ridge	469,553	482,361	533,065
Mission	263,139	269,530	297,863
North Vancouver City	296,970	292,530	323,280
North Vancouver District	335,776	332,355	367,291
Pitt Meadows	93,411	97,165	107,379
Port Coquitlam	306,174	319,565	353,156
Richmond	946,171	981,026	1,084,149
Sechelt	42,974	41,583	45,855
Squamish	128,618	131,839	145,698
Surrey	3,188,555	3,368,070	3,722,113
West Vancouver	188,008	187,612	207,496
Whistler	86,855	84,926	93,651
White Rock	95,659	98,298	108,631
Municipal Total	9,845,994	10,164,135	11,232,254
Provincial Total*	775,159	673,325	693,524
Federal Total*	1,353,790	1,339,721	1,468,937
GRAND TOTAL	11,974,944	12,177,181	13,394,715

Provincial Total* (Detail) Provincial FIS Resources	775,159	673,325	693,524
Federal Total* (Detail)			
Fed Contribution - Muni Resources	1,021,579	1,051,153	1,171,712
Fed Contribution - Prov Resources	332,211	288,568	297,225

Municipally funded - 73 positions Provincially funded - 7 positions Federally funded - 3 positions



IHIT – Integrated Homicide Investigation



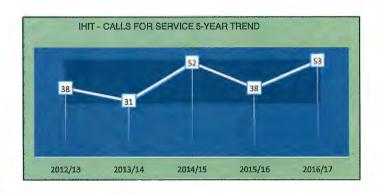
Mandate: Responsible for investigating homicides, high-risk missing persons and suspicious deaths.

Resources:

- 80 police officers—72 RCMP, 4 Abbotsford, 2 New Westminster, 1 Port Moody, 1 West Vancouver.
- 30 support staff including: civilian members and administrative.

Efficiencies and Capabilities:

- Partner agreements amended to allow more efficient use of detachment resources over the first 72 hours, which reduces IHIT overtime.
- Use of specialty units such as Tactical Troop or Emergency Response team is assessed on a case-by case basis to reduce IHIT overtime.



Homicide Cases by Jurisdiction - 2 year Comparison

Jurisdiction	2015/16	2016/17
Abbotsford	4	7
Agassiz	0	1
Burnaby	4	7
Chilliwack	1	4
Coquitlam	1	2
Gibsons	0	1
Langley City	2	1
Langley Township*	1	2
Maple Ridge	2	2
Mission	4	0
New Westminster	1	1
North Vancouver City	2	0
North Vancouver District	1	1
Pitt Meadows	0	0
Port Coquitlam	1	3
Port Moody	0	1
Richmond	3	6
Rosedale (& Langley)*	1	0
Sechelt	0	O
Surrey	9	14
Whistler	1	0
White Rock	0	0
Yarrow	1	0.
TOTAL	38	53

*This investigation had multiple victims in two locations (Rosedale & Langley) and has been double counted in this table to reflect same.

IHIT - Financials



IHIT	2015/16	2016/17	2017/18 Projected
DIRECT COSTS			
RCMP Salaries	9,947,285	11,119,168	11,861,404
OPERATIONS & MAINTENANCE		,	
Transportation & Travel	463,892	443,401	473,000
Information	556	2,182	-
Professional Services	2,200,076	2,557,850	2,206,500
Rentals & Leases	4,483	29,868	6,000
Repair & Maintenance	62,434	80,194	60,000
Utilities & Supplies	236,586	294,769	276,000
Minor & Major Fixed Assets	179,629	247,074	281,000
Subsidies & Payments	753,594	1,088,275	750,000
DIRECT COSTS	13,848,535	15,862,781	15,913,904
Credits/Adjustments	199,337	292,378	
TOTAL DIRECT COSTS	14,047,872	16,155,159	15,913,904
INDIRECT COSTS			
RCMP Pensions	1,376,754	1,418,359	1,608,671
RCMP CPP	146,015	154,130	185,846
RCMP EI	66,946	67,662	85,197
Divisional Administration	1,397,420	1,472,824	1,871,218
Recruit Training	228,438	265,846	348,585
National Programs	86,378	85,389	179,438
Building Lease Costs	1,351,500	1,366,500	1,351,500
Temporary Civilian Employees Indirect			
Costs	3,537	5,520	-
Public Service Employees Indirect			
Costs	153,421	154,659	196,370
TOTAL INDIRECT COSTS	4,810,409	4.990,888	5,826,825
TOTAL COSTS	18,059,281	21,148,947	21745725
Pronvincial IHIT Resources	3,735,376	3,462,475	3,566,349
HIT Total	22,593,657	24,608,522	25,307,078

Municipally funded - 91 positions Provincially funded - 19 positions

			2017/18
Jurisdiction	2015/16	2016/17	Projected
Abbotsford	1,107,245	1,191,469	1,224,976
Burnaby	1,417,392	1,513,728	1,556,298
Chilliwack	688,116	764,754	786,261
Coquitlam	747,226	826,695	849,944
Норе	67,833	71,878	73,900
Kent	33,778	39,005	40,102
Langley City	291,456	326,135	335,306
Langley Township	715,914	809,223	831,980
Maple Ridge	543,617	600,619	617,510
Mission	304,577	335,741	345,183
New Westminster	721,748	792,736	815,029
North Vancouver City	343,818	364,190	374,432
North Vancouver District	389,039	413,299	424,922
Pitt Meadows	108,172	120,945	124,346
Port Coquitlam	354,539	397,801	408,98
Port Moody	194,474	207,841	213,68
Richmond	1,095,820	1,220,828	1,255,16
Sechelt	62,213	64,687	66,506
Squamish	148,875	164,204	168,82
Surrey	3,691,159	4,194,672	4,312,63
West Vancouver	-	302,990	311,51
Whistler	125,636	132,284	136,00
White Rock	110,778	122,349	125,79
Municipal Total	13,263,424	14,978,074	15,399,29
Provincial Total®	6.520,216	6,740,286	6,905,72
Federal Total®	2,810,017	2,890,162	3,002,06
GRAND TOTAL	22,593,657	24,608,522	25,307,07

Provincial Total* (Detail)			
GVRD Provincial - Muni Resources	544,413	572,669	588,774
Provincial IHIT Credit	3,361,040	3,743,884	3,820,501
Provincial IHIT Resources	2,614,763	2,423,733	2,496,444
Federal Total* (Detail)			
Fed Contribution - Muni Resources	1,689,404	1,851,420	1,932,157
Fed Contribution - Prov Resources	1,120,613	1,038,743	1,069,905

IPD5 – Integrated Police Dog Services



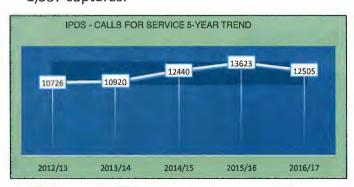
Mandate: Integrated Police Dog Services is trained for tracking and searching for suspects, evidence, drugs and explosives.

Resources:

- 48 police officers—37 RCMP, 4 Abbotsford, 3 Delta,
 3 New Westminster, 1 Port Moody.
- Lower Mainland IPDS is the largest dog unit in Canada.

Efficiencies and Capabilities:

- Purchase bulk dog food to save costs.
- LMD dogs trained in specialties—explosives, narcotics, ERT, public order, avalanche.
- 46,734 proactive patrol hours—all jurisdictions.
- 20,474 crime reduction hours on identified hotspots.
- 1,537 captures.



Calls for Service by Jurisdiction - 2 year Comparison

Jurisdiction	2015/16	2016/17
Abbotsford	1366	-1316
Agassiz	19	27
Boston Bar	0	6
Burnaby	1018	782
Chilliwack	1012	1363
Coquitlam	723	574
Delta	321	367
Gibsons	23	19
Hope	23	19
Langley City	306	314
Langley Township	617	574
Maple Ridge	665	622
Mission	217	190
New Westminster	315	287
North Vancouver City	278	228
North Vancouver District	205	151
Pitt Meadows	135	113
Port Coquitlam	383	306
Port Moody	64	53
Richmond	647	640
Sechelt	13	11.
Squamish	69	90
Surrey	4670	3990
University	22	22
West Vancouver	18	13
Whistler/Pemberton	7	10
White Rock	46	51
Provincial jurisdictions	303	293
Federal units	30	8
Other units and jurisdictions	108	66
TOTAL	13623	12505

IPDS - Financials



PDS	2015/16	2016/17	2017/18 Projected
DIRECT COSTS			
RCMP Salaries	3,378,906	3,164,763	3,722,248
OPERATIONS & MAINTENANCE			
Transportation & Travel	60,493	164,339	41,000
Information	4,724	6,158	1,000
Professional Services	2,334,044	2,180,924	2,234,000
Rentals & Leases	139,761	152,124	140,000
Repair & Maintenance	216,677	201,712	220,000
Utilities & Supplies	640,374	684,212	700,000
Minor & Major Fixed Assets	616,748	625,483	521,500
Subsidies & Payments	114,969	108,165	1,500
DIRECT COSTS	7,506,696	7,287,879	7.581.248
Credits/Adjustments	(325,298)	(332,501)	
TOTAL DIRECT COSTS	7.181,398	6,955,378	7,581,248
INDIRECT COSTS			
RCMP Pensions	651,741	603,866	737,181
RCMP CPP	79,433	74,944	86,788
RCMP EI	36,419	32,900	39,786
Divisional Administration	760,206	716,149	873,840
Recruit Training	124,272	129,265	162,786
National Programs	46,990	41,520	83,796
Police Dog Service Training	1,224,522	1,067,355	1,110,252
Building Lease Costs	31,200	31,200	43,200
Temporary Civilian Employees Indirect Costs	-	_	***
Public Service Employees Indirect Costs	20,961	17,076	24,142
TOTAL INDIRECT COSTS	2.975,745	2,714,275	3,161,771
TOTAL COSTS	10.117.142	9,649,653	10,743,020
Provincial PDS Resources	632,941	675,298	695,557
Lovingia LDO Vesonices	10,790,083	10,344,951	11,438,576

Municipally funded - 44 positions Provincially funded - 4 positions

Cost Share Per Municipality			
Jurisdiction	2015/16	2016/17	2017/18 Projected
Abbotsford	595,637	552,070	613,352
Burnaby	984,287	905,103	1,005,683
Chilliwack	478,696	457,673	508,532
Coquitlam	518,471	494,136	549,046
Delta	420,675	386,055	428,909
Hope	37,117	33,807	37,576
Kent	18,416	18,318	20,360
Langley City	203,020	195,304	217,007
Langley Township	497,309	483,979	537,762
Maple Ridge	377,807	359,280	399,205
Mission	211,874	200,930	223,258
New Westminster	388,963	367,627	408,435
North Vancouver City	238,930	217,809	242,013
North Vancouver District	269,511	246,837	274,267
Pitt Meadows	75,098	72,316	80,353
Port Coquitlam	246,193	237,877	264,312
Port Moody	104,300	96,157	106,831
Richmond	760,409	729,759	810,853
Sechelt	33,937	30,377	33,763
Squamish	103,554	98,255	109,173
Surrey	2,566,279	2,509,808	2,788,711
Whistler	68,765	62,219	69,154
White Rock	76,902	73,153	81,282
Municipal Total	9,276,151	8,828,850	9,809,836
Provincial Total*	443,059	472,708	486,890
Federal Total*	1,070,874	1,043,392	1,141,851
GRAND TOTAL	10,790,084	10,344,951	11,438,576

Provincial Total* (Detail)	1		
Provincial PDS Resources	443,059	472,708	486,890
Federal Total* (Detail)			
Fed Contribution - Muni Resources	880,992	840,803	933,184
Fed Contribution - Prov Resources	189,882	202,589	208,667





Port Moody Police Department



Royal Canadian **Mounted Police**



West Vancouver Police Department



Abbotsford Police Department



Delta Police Department



New Westminster Police Department



Royal Canadian Gendarmerie royale Mounted Police du Canada



ATTACHMENT - 2

Base cost of Integrated Teams:

- a) Funding for the Emergency Response Team has a 50% municipal and 50% provincial and federal cost distribution.
- b) The Integrated Homicide Investigation Team has a 70/30 cost split, where municipalities are responsible for 70% of the costs (as of April 1, 2012). However, this distribution is currently being discussed between the Provincial and Federal governments and may revert to 90/10 in the future.
- c) All other Integrated Teams have a 90% municipal and 10% federal cost distribution.
- d) Costs associated to accommodation and Public Service Employee are charged to the municipal sector at 100%.
- e) Independent police services that utilize the Integrated Teams contribute 100% of their costs.

ATTACHMENT - 3

Cost Share Comparison Using Criminal Code and Violent Crime Statistics (excludes Provincial figures)

Comparison of Funding Formulas (Municipal Partners Only, Provincial Jurisdiction Excluded)			
Municipality	2016 Cost Share Criminal Code	2016 Cost Share Violent Crime	Difference
Abbotsford	5.62%	6.89%	1.28%
Burnaby	9.69%	9.00%	- 0.69%
Chilliwack	5.62%	5.21%	- 0.41%
Coquitlam	5.68%	5.23%	- 0.45%
Delta	3.62%	3.36%	- 0.26%
Норе	0.51%	0.64%	0.13%
Kent	0.26%	0.44%	0.17%
Langley City	2.32%	1.86%	- 0.45%
Langley Township	5.51%	4.56%	- 0.95%
Maple Ridge	4.26%	4.59%	0.33%
Mission	2.35%	2.58%	0.24%
New Westminster	3.54%	4.05%	0.51%
North Vancouver City	2.41%	2.48%	0.07%
North Vancouver District	2.69%	2.48%	- 0.21%
Pitt Meadows	0.86%	0.91%	0.04%
Port Coquitlam	2.73%	2.75%	0.02%
Port Moody	0.92%	0.94%	0.01%
Richmond	8.15%	7.44%	- 0.70%
Sechelt	0.40%	0.49%	0.09%
Squamish	1.01%	1.39%	0.38%
Surrey	28.75%	29.57%	0.83%
West Vancouver	1.46%	1.58%	0.13%
Whistler	0.80%	0.88%	0.08%
White Rock	0.84%	0.67%	- 0.17%
	100.00%	100.00%	

The percentage of cost share estimated includes all partner municipalities only. Provincial jurisdiction is excluded. In practice, each unit of the Integrated Teams are calculated separately because not all municipalities participate in all of the Integrated Teams units. Provincial and Federal contributions have to be included in the calculation as well. As such, the actual percentage cost share would be slightly different than presented in Chart 1.



Report to Committee

To:

General Purposes Committee

Date:

November 27, 2017

From:

John Irving, P.Eng. MPA

File:

10-6340-20-

Director, Engineering

P.16309/Vol 01

Re:

Updated Design Concept

No. 2 Road South Drainage Pump Station

Staff Recommendation

That the updated design concept for the No. 2 Road South Drainage Pump Station Upgrade as detailed in Attachment 1 of the staff report titled, "Updated Design Concept No. 2 Road South Drainage Pump Station," be endorsed.

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

Att. 1

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Parks Services Sewerage & Drainage		<u>(</u>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:	APPROVED BY CAO	

Staff Report

Origin

At the June 21, 2017 Public Works and Transportation Committee Meeting, preliminary design concepts for the architectural features of the No. 2 Road South Drainage Pump Station Upgrade were presented by staff. The committee queried whether the exterior façade of the station could reflect the ferry building that was once near this site.

The purpose of this report is to provide Council with an updated pump station architectural concept that reflects upon the historic usage of the site as a ferry terminal.

This report supports Council's 2014-2018 Term Goal #6 Quality Infrastructure Networks:

Continue diligence towards the development of infrastructure networks that are safe, sustainable, and address the challenges associated with aging systems, population growth, and environmental impact.

Analysis

In the mid 1950's, Bowditch wharf at the south foot of No. 2 Road was used by Coast Ferries to operate the ferry Lady Rose. The Lady Rose carried passengers and one automobile from Steveston to Galiano, Mayne and Saturna Islands. The Coast Ferries office and waiting room were located on the wharf.

The preliminary design concepts for the No. 2 Road South Drainage Pump Station have been revised to pay homage to the old waiting room. The revised concept is effectively a replica of the original office and waiting room as interpreted from photographs of the original building.

The building size was estimated based on the architectural features contained in the photographs. This building has a similar footprint to the original concept and will be just large enough to house the backup generator and maintenance access to the underground portion of the pump station. The proposed building is not large enough to accommodate public entry, but interpretive panels will be placed outside.

The previous design concept included a rooftop public viewing area. However, due to the shape of the roof of the historic building, the viewing area has been removed from the updated concept as it would significantly alter the look of the building. Also, since the historic building was located on the wharf outside of the dike, the new building will be placed in a different location farther inland.

Subject to Council's endorsement, staff anticipate that detailed design for No. 2 Road South Drainage Pump Station will be completed by Spring 2018, with construction to follow thereafter. As with all capital projects, staff will be implementing a communication program with local residents and businesses through the detailed design and construction phases.

Financial Impact

Funding to complete the No. 2 Road South Drainage Pump Station upgrade has been approved by Council as part of the 2016 Capital Program. The estimated cost of the No. 2 Road South Drainage Pump Station is \$7.7M.

This project is included in the 2016 Flood Protection Program. The Province of British Columbia is providing the City with \$16.63M for the replacement of 4 drainage pump stations and approximately 1.2km of dike upgrades. The provincial funding is based on a 2/3 to 1/3 provincial to municipal share of eligible costs.

Conclusion

The No. 2 Road South Drainage Pump Station was approved in the 2016 Capital Program. An updated design concept has been prepared that reflects upon the historic use of the site. Subject to Council's support, work will continue on advancing the design concept to a full detailed design.

Elena Paller, P.Eng. Project Engineer (604-276-4023) Milton Chan, P.Eng.
Manager, Engineering Design and Construction (604-276-4377)

MC:mc

Att. 1: Updated Concept - No. 2 Road South Drainage Pump Station

NO 2 ROAD SOUTH PUMP STATION OPTION 1 INTERPRETATION OF HISTORIC WAITING ROOM



Proposed Pump Station Building:

- Interpretation of historic waiting room building as seen in photo collected from Richmond archives;
- Architecture has been estimated in size and shape from the photo, with no true understanding of door or window
- Assumption of exterior material finish applies to the unseen elevations;
- The proposed Genset building deviates from the photo with the addition of double doors required for the generator access + louvres in the upper wall areas on the north and south;
- No opportunity for interior room for visitors as size does not permit;
- · No lookout;
- Access into Genset Building on north side, MCC room housed in basement of building.

Alternative Architectural Facade Treatment:

Ghosted Version of Waiting Room building with shingles made of frosted laminated glass, including roof to allow building to glow at night.

No.2 ROAD SOUTH FUMP STATION | PRELIMINARY SITE DESIGN

brg CAPLIN MARTIN Revent Dende Landschar Architecture HAPA

NO 2 ROAD SOUTH PUMP STATION OPTION 1 INTERPRETATION OF HISTORIC WAITING ROOM

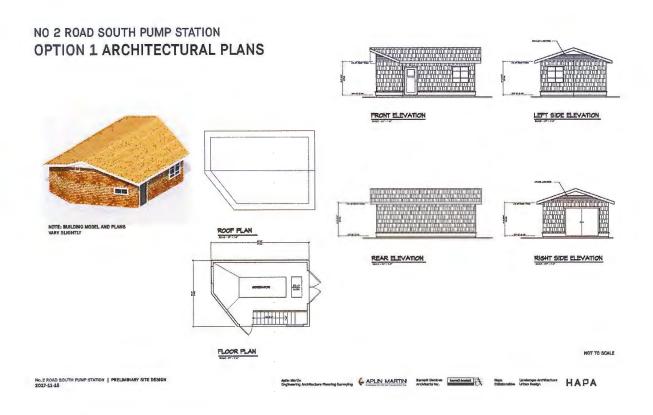


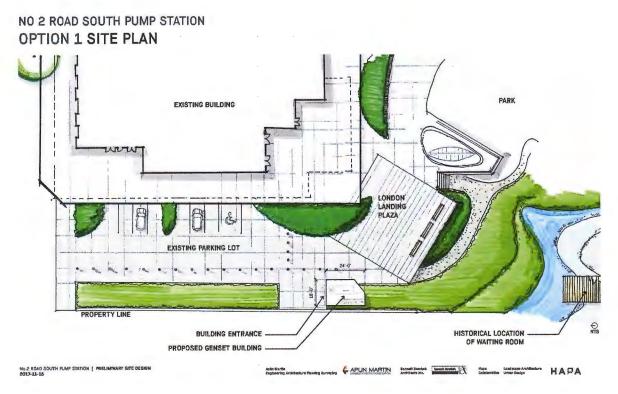






Left Planning Burnot Demots Section 1 | Section Section 1 | Section Section 1 | Section Section 1 | Se





NO 2 ROAD SOUTH PUMP STATION SITE DESIGN PRINCIPLES

ENVELOPE IN A LANDSCAPE SETTING

Placing the pump station within the new park takes advantage of recent park and residential improvements to the river's edge, and sites the building in a waterfront setting with new planting, seating and dyke trail connectivity.

IMPROVE PHYSICAL AND VISUAL ACCESS TO THE WATER

Locate the pump station to accommodate physical access to the dyke for both pedestrians and maintenance needs, while also framing views to the water's edge southwards from No. 2 Road. Use the pump house to gain a higher view towards the water while not compromising privacy or security.

TELL A STORY OF THE SITE

Commemorate and honour the MV Lady Rose, and the connection it provided between Steveston, London's Landing and the Gulf Islands. Relate the story of the vessel by interpreting its route and map it for visitors and dyke users.

USE AUTHENTIC MATERIALS AND FORM

Employ materials that are relevant to the context of the park and history of the site, including the use of metal and wood (ceden). Deploy these materials authentically and as they might be used historically: wood for decking and structures, metal for cladding and protection.













No.2 ROAD SOUTH PUMP STATION | PRELIMINARY SITE DESIGN



Report to Committee

To:

General Purposes Committee

Date:

November 28, 2017

From:

Cecilia Achiam, MCIP, BCSLA

File:

12-8275-01/2017-Vol

01

Re:

Business Regulation Bylaw No. 7538, Amendment Bylaw No. 9798

7951 Alderbridge Way Unit 160

General Manager, Community Safety

Staff Recommendation

That Business Regulation Bylaw No. 7538, Amendment Bylaw No. 9798, which amends Schedule A of Bylaw No. 7538, to add the address of 7951 Alderbridge Way Unit 160 among the sites that permit an Amusement Centre to operate, be given first, second and third readings.

Cecilia Achiam, MCIP, BCSLA General Manager, Community Safety (604-276-4122)

Att. 1

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE		
Law	£		
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:		
APPROVED BY CAO			

Staff Report

Origin

One of the categories of regulated businesses in Richmond is Amusement Centre which contains Amusement Machines, defined in the Business Regulation Bylaw No. 7538 as:

A machine on which mechanical, electrical, automatic or computerized games are played for amusement or entertainment, and for which a coin or token must be inserted or a fee charged for use, and includes machines used for the purposes of gambling.

The Business Regulation Bylaw No. 7538 restricts a business from operating with more than four amusement machines unless the location is listed in Schedule A of the bylaw.

This report deals with an application received from 1141176 B.C. Ltd., doing business as: JC Game Cafe (hereinafter referred to as JC Game Cafe) to operate 40 console game systems for online/offline gaming from premises situated at 7951 Alderbridge Way Unit 160. This premises is not listed as an approved address on Schedule A which permits more than four amusement machines.

JC Game Café is a new business and this company and its directors have no history with the City of Richmond. This location was previously occupied with a Pool Hall and Amusement Centre but recently moved to another location and was removed off the Schedule A of the Business Regulation Bylaw No. 7538.

Analysis

Amusement Centre regulations and definitions cover different types of amusement machines such as 3D virtual reality computerized games, console gaming, computer games in the Internet Café and traditional arcades. Amusement Centres are a regulated business because of their potential to impact the community, including their historic role of attracting criminal activity. The City has imposed regulations to minimize this risk including restricted operating hours, prohibition on children under 15 to be present during school hours and rules prohibiting gambling, fighting, consumption of alcohol, etc. These businesses may be inspected from time to time to ensure regulatory compliance of the regulations.

As this business is new in the City of Richmond there is no history of any violations.

The location the applicant is intending to operate is zoned Auto-Oriented Commercial (CA), which permits among other uses, Amusement Centre. The unit is situated in a single-level commercial building on a multi-building parcel. This zone provides for a mix of commercial and related uses oriented to vehicular access. There are currently eleven commercial businesses operating on this property. Businesses range from various permitted uses such as: recreation, indoor; restaurants; retail, general; vehicle body repair or paint shop; car rental; service, business support and childcare. This property is situated at the corner of No 3 Road and Alderbridge Way, (Attachment1).

In addition to the bylaw amendment, the applicant will be required to ensure that the premises meets all building and health regulations before a Business Licence would be issued.

Financial Impact

None.

Conclusion

Amusement Centres are regulated under the City's Business Regulation Bylaw No. 7538 and staff are recommending that the applicant's request for 7951 Alderbridge Way Unit 160, be added to Schedule A of the bylaw to allow more than four amusement machines to be operated.

Victor M. Duarte

Supervisor, Business Licences

(604-276-4389)

VMD:vmd

Att. 1: Aerial View Map



CORPORATE OFFICER



Business Regulation Bylaw No. 7538, Amendment Bylaw No. 9798

The Co	ouncil of the	City	of Richmond enacts	as follows:		
1.	That Business Regulation Bylaw No. 7538, as amended, is further amended by adding the following address in Schedule A item 1.					
			Civic Address	Civic Number	Original Bylaw Reference	
		1.	Alderbridge Way	7951 Unit 160	9798	
	And renum	beri	ng the rest of the curr	ent addresses in sequ	uential order.	
2.	This Bylav 9798".	v is	cited as "Business I	Regulation Bylaw I	No. 7538, Amendment Bylaw	No.
FIRST	`READING					CITY OF RICHMOND
SECOND READING					APPROVED for content by originating	
THIRD READING					\$9990)(ED	
LEGAL REQUIREMENTS SATISFIED			en, control		for legality by Solicitor	
ADOPTED		_				

MAYOR



Report to Committee

To:

General Purposes Committee

Date:

December 14, 2017

From:

Jane Fernyhough

File:

11-7000-01/2017-Vol

Director, Arts, Culture and Heritage Services

01

Re:

Major Events Advisory Group Terms of Reference

Staff Recommendations

1. That a Major Events Advisory Group, comprised of up to four members of Council, be established to help guide Richmond's Major Events as outlined in the report titled "Major Events Advisory Group Terms of Reference", dated December 14, 2017 from the Director, Arts, Culture and Heritage Services; and

2. That the Terms of Reference for the Major Events Advisory Group, as outlined in Attachment 1 of this report, be endorsed.

Jane Fernyhough

Director, Arts, Culture and Heritage Services

(604-276-4288)

REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER

REVIEWED BY STAFF REPORT

AGENDA REVIEW SUBCOMMITTEE

INITIALS:

APPROVED BY/CAO

Staff Report

Origin

At the General Purposes meeting on December 4, 2017, committee made the following referral:

That staff propose a terms of reference for a Major Events Committee.

This report outlines a terms of reference for a Major Events Advisory Group for Council's consideration.

This report supports Council's 2014-2018 Term Goals

#2 A Vibrant, Active and Connected City:

Continue the development and implementation of an excellent and accessible system of programs, services, and public spaces that reflect Richmond's demographics, rich heritage, diverse needs, and unique opportunities, and that facilitate active, caring, and connected communities.

- 2.3. Outstanding places, programs and services that support active living, wellness and a sense of belonging.
- 2.4. Vibrant arts, culture and heritage opportunities.

#5 Partnerships and Collaboration:

5.2. Strengthened strategic partnerships that help advance City priorities.

Analysis

The community of Richmond has a long history of hosting a wide variety of events and celebrations. These events enrich the quality of life and contribute significantly to our City's social and economic well-being. They also enhance a community's identity and profile of its residents and visitors.

In 2007, Council endorsed the Major Events Plan to guide the growth and development of festivals and events in the City. Five themes were endorsed with the Plan:

- Celebrate the Island City of Richmond.
- Celebrate our Proud and Diverse Community.
- Celebrate being a Gateway and a Destination.
- Celebrate our Sport Achievements.
- Celebrate Arts and Cultural Experiences.

There are many benefits that festivals and events contribute to a city. They:

- provide an auxiliary economic contribution to the community by retaining resident spending and attracting day visitor spending from the region;
- increase the City's identity and profile and help define a sense of place;
- enrich the quality of life of residents and contribute to the social well-being of a community through increasing sense of community pride and community spirit;
- provide numerous volunteer opportunities and help build capacity in the community;
- create an opportunity to showcase the City's unique features such as our waterfront and maritime history, multicultural diversity and dynamic City Centre; and
- provide free or low-cost entertainment options for the City's residents.

In 2015, Council appointed a Canada 150 Steering Committee to guide Richmond's 2017 initiatives: review the ideas and feedback provided by stakeholders and general public, and recommend Richmond's Canada 150 program of activities and events. As per the Terms of Reference adopted for this committee, the committee was formally dissolved at the end of 2017.

The success of the program and the valuable input of the Steering Committee led to the recommendation to establish a Council Major Events Advisory Group to provide input on major events in the City and advocate for and champion major events contributing to City Council's goals of social and economic well-being. The input of a Council Major Events Advisory Group on a program for 2019, Richmond's 140th anniversary of incorporation, is particularly important.

The Advisory Group would be comprised of up to four Council members appointed by Council as per the Terms of Reference (Attachment 1). The Advisory Group would be guided by the principles Council adopted in the Major Events Plan:

- 1. Ensure events are safe and well-organized.
- 2. Balance public benefit and City cost.
- 3. Encourage community involvement.
- 4. Benefit the community.

Financial Impact

None.

Conclusion

A Council appointed Major Events Advisory Group to review concepts, advocate for and champion major events will ensure that a strong program of activities and events contribute to the wellbeing of the community. Input into a program to celebrate Richmond's 140th anniversary of incorporation is of particular importance. The Major Events Advisory Group members will provide support for the program to foster civic pride and advance Richmond's continued development as a destination and vibrant cultural city.

Jane Fernyhough

Director, Arts, Culture and Heritage Services

(604-276-4288)

Att. 1: Major Events Steering Committee Terms of Reference

MAJOR EVENTS ADVISORY GROUP TERMS OF REFERENCE

1. PURPOSE

The purpose of the Major Events Advisory Group is to:

- provide input into the types of major events to be produced by the City;
- provide input into a program of activities and events to commemorate Richmond's 140th anniversary of incorporation;
- provide input into the overall concepts and themes of each event; and,
- advocate for and champion a variety of events.

The Major Events Advisory Group will be guided by the principles Council adopted in the Major Events Plan:

- Ensure events are safe and well-organized;
- Balance public benefit and City cost;
- Encourage community involvement; and
- · Benefit the community.

2. COMPOSITION

The Major Events Advisory Group will consist of up to four members and be appointed by Council resolution.

The Major Events Advisory Group will be comprised of members of City Council only.

3. PROCEDURES

- i. The Advisory Group will appoint the Chair;
- ii. Meetings will be at the call of the Chair and scheduled based on member availability and the program of work to be undertaken;
- iii. The decision process is to be consensus based;
- iv. The Major Events Advisory Group will be supported by staff from the Arts, Culture and Heritage Department: Major Events section and others as required; and
- v. The Advisory Group will provide input into staff reports on Major Events which will be forwarded to Council through the General Purposes Committee. Staff reports will note any variances between staff and Advisory Group recommendations.

4. SCHEDULE

The Major Events Advisory Group will provide recommendations to Council through the General Purposes Committee on events, activities and budgets for 2019 – Richmond's 140th anniversary of incorporation – in order for staff to prepare a report for Council consideration prior to the end of February 2018.

In other cases, the Advisory Group will provide recommendations on events and budgets eighteen months in advance of the event year in order for staff to submit a report to Council through the General Purposes Committee prior to the end of June in order for a submission to the annual budget process to be prepared. (ie. June 2018 for events in 2020).

5. TERM

Members are appointed annually.



Report to Committee

To:

General Purposes Committee

Date:

December 19, 2017

From:

Cecilia Achiam, MCIP, BCSLA

General Manager, Community Safety

File:

12-8000-01/2017-Vol

01

Re:

Update on Cannabis Regulation within the City of Richmond and Health

Canada Proposed Approach to Regulation of Non-Medical Cannabis

Staff Recommendation

1. That the status update and process details for site-specific rezoning applications for medical marihuana production facilities be received for information; and

2. That the responses summarized in the staff report titled "Health Canada Proposed Approach to Regulation of Cannabis", dated December 19, 2017, from the General Manager, Community Safety be approved for submission to Health Canada.

Cecilia Achiam, MCIP, BCSLA General Manager, Community Safety (604-276-4122)

Att. 6

REPORT CONCURR	ENCE	
ROUTED TO:	CONCURRENCE	
Law Policy Planning		
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	Initials:	
APPROVED BY CAO	·	

Staff Report

Origin

This report provides an overview of the existing medical cannabis regulatory framework and information regarding past and existing applications. In addition, on November 22, 2017 Health Canada published a proposed approach to the regulation of cannabis and requested written comments be submitted by January 20, 2018. The following report outlines:

Part 1: The existing medical cannabis regulatory framework and information on past and existing applications; and

Part 2: The recommended City of Richmond response to the proposed framework presented by Health Canada.

This report supports Council's 2014-2018 Term Goal #1 A Safe Community:

Maintain emphasis on community safety to ensure Richmond continues to be a safe community.

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

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

Part 1: The existing medical cannabis regulatory framework and information on past and existing applications.

Land Use Regulations Regarding Cannabis Production and Retail

Since 2013, Council has adopted a number of amendments to the Official Community Plan and the Richmond Zoning Bylaw 8500 to regulate medical marihuana in Richmond.

Previous Bylaw Amendments Regulating Medical Marihuana

On June 26, 2013, an application was submitted by 1348 Productions Incorporated to rezone the property at 11320 Horseshoe Way to allow an indoor medical marihuana production and research facility. This application was submitted in response to the 2013 changes to the Federal Marihuana for Medical Purposes (MMPR) legislation regarding the production of medical marihuana.

In response to this application, staff prepared an amendment to the Official Community Plan and a number of amendments to the Richmond Zoning Bylaw 8500 to regulate the use. Council adopted the OCP amendments in 2013, and these are summarized below:

• If Council receives requests to approve medical marihuana production facilities and medical marihuana research and development facilities, to protect the City's interests, Council may consider such proposed facilities, on a case-by-case basis, subject to

meeting rigorous social, community safety, land use, transportation, infrastructure, environmental and financial planning, zoning and other City policies and requirements.

- Limit medical marihuana production facilities and medical marihuana research and development facilities, through the rezoning process, to one facility in an OCP designated Mixed Employment or Industrial area.
- Any future proposals for a medical marihuana production facility or a medical marihuana research and development facility may be considered on a case-by-case basis and may require additional OCP amendments.

The relevant section of the Richmond Official Community Plan is provided in Attachment 5.

Concurrently with these 2013 Official Community Plan amendments, the Richmond Zoning Bylaw 8500 was also amended as follows:

- New definitions for *medical marihuana production facilty* and *medical marihuana research and development facility* were added. These definitions were developed in response to the application submitted for the property at 11320 Horseshoe Way.
- The definition of farm business was amended to state that a permitted farm business does not include a *medical marihuana production facilty* and *medical marihuana research and development facility*.
- The Richmond Zoning Bylaw 8500 was also amended to state that a *medical marihuana* research and development facility was not considered an office use.

On February 20, 2017 Council adopted bylaw amendments to the Richmond Zoning Bylaw 8500 to create a new definition of *Marihuana Dispensary*, and added the use to the list of uses prohibited in any zone. This change was adopted in response to on-going issues with an illegal marihuana dispensary in the City Centre.

The adopted definition of *Marihuana Dispensary* is broadly worded, and captures the retail sale of any type of cannabis-related products (both medical or recreational cannabis).

A summary of all the relevant sections of Richmond Zoning Bylaw 8500 that relate to the regulation of medical marihuna is provided in Attachment 6.

Rezoning Applications and Review Process for Medical Marihuana Production

Current and Historical Rezoning Applications

To date, there have been three applications to amend the Richmond Zoning Bylaw 8500 to allow a medical marihuana production and or research facility. These applications are summarized in the table below:

Application Number	Site Address	Current Status
RZ 13 - 639815	11320 Horseshoe Way	Application closed and Bylaw abandoned by Council July 25, 2016
RZ 14 -665028	5960 No. 6 Road	Public Hearing September 6, 2016
		Bylaw at 3 rd Reading
RZ 17 -769785	13751 Garden City Road	Staff review

The first application for the facility at 11320 Horseshoe Way received 3rd reading following the Public Hearing on March 17, 2014. However, the applicant did not proceed with the project, and Council abandoned the rezoning bylaw on July 25, 2016.

The application for the property at 5960 No. 6 Road is consistent with the OCP policy adopted by Council, and is currently at 3rd reading, and the applicant is working on conditions of rezoning adoption, including confirmation of licensing from Health Canada.

The application for the property at 13751 Garden City Road does not comply with the OCP policy, and is currently under staff review. A staff report on the application will be presented to Planning Committee and Council in due course.

Current Rezoning Process

In order to allow a medical marihuana production or research facility, an application to amend the Richmond Zoning Bylaw 8500 is required, and a bylaw must be adopted by Council. The zoning amendment bylaw would be drafted to allow the proposed use on a site-specific basis only. As per the Official Community Plan, Council has directed staff to review applications for cannabis production on a case-by-case basis.

The application review process includes confirmation of RCMP review, Richmond Fire Rescue review, and proof of licensing from Health Canada. Principal staff review of an application focusses on the conformance of the application to Council's adopted OCP policy. A bylaw would not be presented to Council for consideration until all technical issues have been resolved.

Future Bylaw Amendments

At the current time, the regulatory framework of the Official Community Plan and the Richmond Zoning Bylaw 8500 has focussed on medical marihuana production facilities and medical marihuana research and development facilities. There are no current zoning regulations which

would apply to the production or processing of cannabis for recreational purposes. As noted earlier in this report, the retail sale of cannabis is currently prohibited.

Should Council wish staff to explore regulations in advance of the Federal and Provincial framework for legal cannabis sales, it would be in order for Council to endorse a third recommendation to this report:

That staff report back to Council with bylaw amendments for the regulation of production, processing and sale of cannabis (medical and recreational) in the City.

Part 2: The recommended City of Richmond response to the proposed framework presented by Health Canada

The federal government intends to pass the proposed Cannabis Act (the Act) by July 2018. The stated objectives of the Act are to restrict youth access to cannabis, protect public health through strict product safety, permit legal production and allow adults to possess and access legal cannabis products.

On November 22, 2017, Health Canada published a discussion paper titled "Proposed Approach to the Regulation of Cannabis" (Attachment 1) and is seeking public and stakeholder input by January 20, 2018. The focus of this framework is on federal responsibilities related to the commercial cultivation, manufacturing, setting industry-wide rules and standards, tracking, packaging and labeling of cannabis. The federal regulatory framework seeks to supplement provincial legislation on the retail sale and distribution of cannabis.

The online consultation identified 12 questions (Attachment 2) that requests input on cultivation and process licencing, permitting and authorizations, security clearance, researching and selling cannabis products. The framework also includes regulations for tracking cannabis producers, rules and standards for cannabis products, requirements for packaging and labeling cannabis products and regulations for alternative forms of cannabis such as medicinal cannabis, health products and cosmetics.

The current consultation pertains only to dried and fresh cannabis, cannabis oil, seeds and plants. Following the enactment of the Cannabis Act, the federal government will develop regulations to permit the sale of cannabis edible products (i.e. beverages, baked goods). At this time, not many details are available on the cannabis regulatory framework, both at the federal and provincial level. As such, responses provided in this report are focused on the potential impacts to local governments and highlights issues that overlap with provincial jurisdictions.

The discussion paper, published by Health Canada, contains information on licence types and the general regulatory framework that the federal government is proposing. Based on the federal criteria provided in the discussion paper, the City's response is aligned with previous Council resolutions – to strictly regulate the legalization of non-medical cannabis use. Once the regulatory model in Canada and British Columbia has been established, reviews will be conducted to determine the impact to the City.

City staff is in regular contact with Vancouver Coastal Health regarding the cannabis legalization and other emerging issues. Vancouver Coastal Health confirmed they will be submitting a separate response to the Health Canada consultation survey.

The following responses, if endorsed by Council, will be provided to Health Canada.

regions across the country?

City of Richmond Response to the Health Canada Consultation on Regulation of Cannabis

Question 1: What do you think about the different types of proposed licences (i.e., cultivation, processing, etc.)? Will they achieve the objective of enabling a diverse, competitive legal industry that is comprised of both large and small players in

For additional information, refer to the discussion paper Section 2.2 "Licences, Permits and Authorizations."

City Response:

In general, the City acknowledges the licencing scheme as identified in the discussion paper. Nonetheless, the City has comments in regards to local government control on land-use, uses on agricultural farmlands and the Microcultivation and Micro-processing licences. The ability for local government to control the location, activity and production is important in city planning.

To effectively manage cannabis cultivation, processing, sale, analytical testing, research and import/export activities in local communities, it is critically important for local governments to maintain authority over regulation of land use, zoning and business operations as it pertains to all cannabis-related activities. Furthermore, local governments should be granted authority to impose stricter and/or specific regulations on cannabis-related activities as needed, in order to respond to local context or conditions.

Another concern the City has with the licencing scheme is with respect to agricultural lands and farmland use. To ensure farmland areas are prioritized for soil-based agricultural activities, with minimal requirements for buildings and modification of land, it is critically important for local governments to maintain authority over regulation of land use, zoning and business operations as it pertains to cannabis cultivation (including nurseries), processing, sale, analytical testing, research and import/export activities on farmland.

The discussion paper outlines various cultivation and processing licences but did not clearly define "Micro" cultivation and "Micro" processing licences. Based on the limited information available, the City assumes the "Micro" class of licences to be similar to the current illegal "home-grown" style of cannabis production. Therefore, the City does not support having Micro-cultivation and Micro-processing licences for the following reasons:

First, "micro producers" face many of the same risks such as theft, break-in and fire risk. As outlined in the discussion paper, the Micro-cultivation/processing

licence has fewer requirements for premise and building security. The security risks with Micro-cultivation/processing licensed premises is concerning and will have impacts to community safety, such as increased crime.

Second, the legalization of cannabis in Canada is a new endeavour. It is unknown how the industry will respond to the large scale legalization and deregulation at the national level. It is prudent to observe the effects (such as compliance, security, prices, impact of organized crime, etc.) of legalization before allowing Micro-cultivation and Micro-processing licences.

Third, Micro-cultivation and Micro-processing licences could lead to the proliferation of cannabis production that would impact local government land-use planning and bylaws enforcement. This represents a community safety concern, particularly if the Micro-cultivation and Micro-processing are located in areas (i.e. near schools) or buildings (i.e. residential) that are unfit or unsuitable.

For the reasons listed above, the City does not support Micro-cultivation and Micro-processing licences as outlined in the discussion paper. It is imperative that the City has the authority to restrict the location and operating standards (such as ventilation, noise, etc.) through land-use, zoning and business licencing bylaws.

Question 2:

What do you think would be an appropriate threshold to distinguish between a micro-cultivator and a standard cultivator, taking into account the reduced physical security requirements for a micro-cultivator? Should the threshold be based on the number of plants, size of growing area, total production, gross revenue, or some other criteria? What should the threshold be?

For additional information, refer to the discussion paper Subsection 2.2.2 "Micro-cultivation."

City Response:

The discussion paper has not provided a clear definition between "Standard" and "Micro" cultivation and processing activities, therefore, the City does not support Micro-cultivation or Micro-processing of cannabis for reasons provided in the response to question 1.

If Micro-cultivation and Micro-processing of cannabis are allowed, then all regulations, facility, security and licence requirements shall be the same as Standard Cultivation and Standard Processing licence. Again, to effectively manage cannabis cultivation and processing it is important for local governments to maintain authority over regulation of land use, zoning and business operations as it pertains to all cannabis-related activities.

Specifically, the security requirements for Micro-cultivation and Micro-processing are to have all of the following attributes:

- Physical barriers at the perimeter and inside of the building;
- Visual monitoring of the entire perimeter at all times;

- Keep a record of visual recordings for one year;
- Alarm or other intrusion detection system;
- Access restricted to employees whose presence in those areas as required by their work responsibilities; and
- Keep a record of the identity of every person entering or existing the perimeter.

In terms of metric to distinguish an appropriate threshold between "Standard" and "Micro" cultivation/processing, the City recommends that the size or floor area of the building be used. This is a measure that can approximate the overall amount of production. Nevertheless, the yield may change as technology and innovation progressed in this field.

Question 3: What do you think would be an appropriate threshold to distinguish between a micro-processor and a standard processor, taking into account the reduced physical security requirements for a micro-processor? Should the threshold be based on total production, on-site inventory, gross revenue, or some other criteria? What should the threshold be?

For additional information, refer to the discussion paper Subsection 2.2.6 "Micro-processing ."

City

Please see response to question 2.

Response:

Question 4: What do you think of the proposed rules and requirements (i.e., physical security, good production practices, etc.) for the different categories of authorized activity? Do you think that the requirements are proportional to the public health and safety risks posed by each category of activity?

For additional information, refer to the discussion paper Section 2.3 "Licence Requirements."

City Response:

To effectively manage cannabis cultivation, processing, sale, analytical testing, research and import/export activities in local communities, it is critically important for local governments to maintain authority over regulation of land use, zoning and business operations as it pertains to all cannabis-related activities. Furthermore, local governments should be able to impose stricter and/or specific regulations on cannabis-related activities as needed, in order to respond to local context and/or conditions.

The City has the following comments regarding Section 2 of the discussion paper:

<u>2.3.1 Notice to Local Authorities:</u> The notice to local governments should be provided for all licence types – including hemp, analytical testing and sale licence not stored on-site. Notification alone is not sufficient and that all federally licensed operations should be required to adhere to local government bylaws.

Further, the applicant should be required to demonstrate compliance with all municipal bylaws and obtain City issued business licence prior to being granted any federal licence.

- <u>2.3.2 Validity Period:</u> All licences under the Cannabis Act should be valid for only one year (instead of five) and local governments input should be considered for the renewal process.
- 2.3.3 Location: To ensure farmlands are prioritized for soil-based agricultural activities, with minimal requirements for buildings and modification of land, it is critically important for local governments to maintain authority over regulation of land use, zoning and business operations as it pertains to cannabis cultivation (including nurseries), processing, sale, analytical testing, research and import/export activities on farmland. It is imperative that the City has the authority to implement operating standards (such as ventilation, noise, etc.) and compliance with locational criteria through land-use, zoning and business licencing bylaws.
- <u>2.3.4 Physical Security:</u> The physical security requirements should be the same for Standard-cultivation/processing and Micro-cultivation/processing licences. Additionally, the security plans and building plans should be submitted to local governments and shared with local law enforcement and fire-rescue.
- <u>2.3.6 Good Production Practices</u>: The City should have authority over production operating standards (e.g. exhaust filtration, gas recirculation, noise, etc.) to prevent fumes and other odorous gasses from being released into the environment and impacting the livability of local residents.
- <u>2.3.7 Record Keeping and Reporting:</u> Similar to the British Columbia report on liquor sales, summary data reports (from the Cannabis Tracking System) of dollar value and quantity should be provided to the general public on a monthly basis. Such summary reports should contain production, inventory levels and sales volumes; with classification by licence type and/or product type for provinces, territories and municipalities.
- 2.5.1 Application Requirements: Local governments must maintain authority over regulation of land use, zoning and business operations as it pertains to all cannabis-related activities. Furthermore, local governments must be able to impose stricter and/or specific regulations on cannabis-related activities as needed, in order to respond to local context or conditions. The federal licencing application process should require confirmation from local governments that any proposed operation meets local zoning and business licencing bylaws.
- 2.5.2 Grounds for Refusal, Suspension and Revocation: Administrative procedures should be created to include resolutions from local government councils for the refusal, suspension and revocation of any licence issued/applied

under the Cannabis Act.

Question 5:

What do you think about the proposed requirements for certain individuals associated with a licensed organization to hold a security clearance issued by the Minister of Health? Do you think the proposal appropriately identifies positions of greatest risk?

For additional information, refer to the discussion paper Subsection 3.8 "Application for Security Clearance."

City Response:

The City acknowledges that security clearances be extended to all "key positions" of the applying organization, such as but not limited to:

- Individuals responsible for the licence activities conducted by the organization;
- Chief of security;
- For processing licences, quality assurance person;
- For cultivation licences, master grower; and
- For licence to sell to the public, head of client services.

The City also acknowledges the security clearance requirements for directors and officers. Further, the City recommends that any shareholders that own more than 10 per cent (instead of the proposed 25%) of the organization, if it is privately held, or more than 10 per cent of a privately held parent company, be required to have a security clearance. The 10 per cent threshold is consistent with British Columbia liquor licencing requirements.

Question 6:

What do you think of the proposed criteria for determining whether or not an individual is eligible to hold a security clearance? Do you think that the proposed approach should permit individuals with a history of non-violent, lower-risk activity (such as simple possession or smallscale cultivation of cannabis plants) to obtain a security clearance and participate in the legal cannabis industry?

For additional information, refer to the discussion paper Subsection 3.2 "Decision to Grant a Security Clearance."

City Response:

The City acknowledges the proposed structure on how security clearances would be issued. In the interest of public safety, any persons with a violent offence, associated with organized crime, corruption and drug trafficking offences be denied a security clearance under the Cannabis Act.

In addition, the City recommends establishing administrative procedures for local government's input to identify individuals requiring a security clearance based on the concurrence with local law enforcement agencies.

Question 7:

What do you think about the proposal not to restrict the types of product forms that industry will be able to manufacture and sell (for example, pre-rolled dried

cannabis, or cannabis oil capsules and oral sprays)? Are there any specific product forms that you think the government should prohibit?

For additional information, refer to the discussion paper Subsection 5.3 "Product Forms."

City Response:

The City acknowledges the proposal set out in Section 5 Product Form of the discussion paper with the exception of 5.2.7 Cannabis Concentrates. The City does not support the sale of non-medical cannabis products of high concentrate such as hashish, hash oil, shatter, budder, wax, honeycomb and rosin, etc.

The City believes the goals of the Cannabis Act can be achieved without the introduction of high concentrate cannabis derivatives. Limiting access to high potency cannabis products and derivatives is consistent in protecting public health. As well, local governments should be able to impose stricter and/or more specific regulations on cannabis-related products as needed, in order to respond to local context or conditions.

The City has concerns surrounding edible products containing cannabis. The dosage level would be difficult to control and edibles may appeal to many people, particularly youth. In addition, edibles by appearance are indistinguishable from normal food products.

In protecting youth access to cannabis, the federal government, in the upcoming regulations, should strictly regulate edible products to ensure dosage is set at a minimum and strictly regulate how edibles are packaged, labeled, marketed and stored at home. Public education on cannabis edibles must be made a top priority to ensure the Act's objective to restrict youth access to cannabis is achieved.

Question 8:

What do you think about the proposed THC limits based on how a product is represented to be consumed (i.e., by inhalation or by ingestion)? What do you think about the proposed limits on a unit or serving basis?

For additional information, refer to the discussion paper Subsection 5.3 "Product Forms."

City Response:

The City acknowledges the proposal set out in Section 5.3 Product Form in the discussion paper, to standardize product labels on cannabis products by percentage of weight for dried cannabis and milligrams for edibles and oils.

The City will continuously work with the local health authority, Vancouver Coastal Heath, to review dosage levels to ensure the concentration levels in cannabis products do not become a public health issue. The City recommends that the dosage levels be reviewed after receiving input from health agencies across the country.

Question 9:

What do you think about the proposed rules for the packaging and labelling of cannabis products? Do you think additional information should be provided on the label?

For additional information, refer to the discussion paper Section 6 "Packaging and Labelling."

City Response:

The City acknowledges the information that would be on the label of cannabis products as outlined in Section 6.3, particularly the prohibition on promotion and packaging that would appeal to youth. The packaging of cannabis should be tamper-evident, child-resistant and prevent contamination. The presentation of the cannabis packaging should be plain with standard font and size to include public safety and health warnings similar to that of tobacco products, inclusive of photos as necessary.

The City continuously works with the Richmond RCMP to ensure that the amount of cannabis in a single package level will not impact police resources in carrying out their duties. The City recommends that the maximum amount of cannabis in a single package be set to a minimum after receiving input from health and/or law enforcement agencies across the country.

Question 10:

What do you think about the proposed approach to providing access to cannabis for medical purposes? Do you think there should be any specific additional changes?

For additional information, refer to the discussion paper Section 7 "Cannabis for Medical Purposes."

City Response:

The City has existing zoning regulations and policies contained in the Official Community Plan to enable the City to manage and regulate medical cannabis production and all related activities. It is critically important for local governments to maintain authority over regulation of land use, zoning and business operations as it pertains to cannabis-related activities intended for medical purposes, including any changes to regulations on the access to cannabis for medical purposes.

Question

11:

What do you think about the proposed restrictions on the sale of health products containing cannabis authorized by Health Canada? Do they strike an appropriate balance between facilitating access to safe, effective and high quality health products, and deterring illegal activities and youth access?

For additional information, refer to the discussion paper Section 8 "Health Products and Cosmetics with Cannabis."

City Response:

The City does not support health related products containing cannabis as set out in Section 8 of the discussion paper, unless such health products are medical devices and authorized through prescription.

The City believes regulating health products to ensure consumer safety is challenging. There are risks in youth obtaining over the counter, non-prescription, cannabis products that are contrary to the objectives of the Cannabis Act. The City does not support cannabis products sold outside of the regulated framework.

Question 12:

What do you think about the overall regulatory proposal? Is there any additional feedback that you would like to share on the proposed approach to the regulation of cannabis?

City Response:

It is important to the City of Richmond to protect the quality of life of its residents and to enact measures to afford such protection. The City has provided the following feedback to the Province of British Columbia in the fall of 2017 regarding the legalization of cannabis:

- The City of Richmond strongly opposes the legalization of non-medical use of cannabis.
- That local governments continue to maintain authority over regulation of land use and zoning as it pertains to cannabis-related activities.
- That the minimum age to buy, grow, and possess cannabis be 19 for all of Canada, and that personal possession under age 19 should be 0 grams.
- Local governments should be given no less than \$0.50 per gram of the federal and provincial revenues from the proposed excise duty to offset extra costs for policing, bylaw enforcement, training, community education and outreach.
- Provincial regulations should be a minimum and municipalities should be able to impose stricter regulations.
- Regulations for farm land use for cannabis activity be provided.
- There should be firmer controls on public consumption of cannabis that match public tobacco and alcohol consumption regulations.
- There should be a low tolerance for drug impaired driving for fully licenced (non "new") drivers and zero tolerance for new drivers.
- The maximum number of cannabis plants allowable for personal cultivation should be set by building premises, not by household.
- The legal rights of the landlord (including strata council or owner) to forbid tenants to cultivate, consume, and buy/sell marijuana should be protected.
- Enable the strata council or the building owner to prohibit smoking or cultivation of cannabis in any buildings (such as apartments) with central air ventilation systems.
- Require any products containing cannabis to be labeled and carry health warnings similar to cigarettes.
- The cultivation, smoking, and use of cannabis and cannabis related products should be prohibited in any place, including residences, where children may reside or be around.

Financial Impact

None.

Conclusion

The City has an existing regulatory existing regulatory framework for medical cannabis. The commentary provided in Part 2 above is the proposed response to Health Canada's stakeholder consultation on behalf of the Council for non-medical use of cannabis. Staff will submit this report as the City of Richmond's written submission along with completing the online consultation questionnaire. In addition, staff are in the process of creating an internal working group, and working with external agencies such as Vancouver Coastal Health, in preparation of any forthcoming federal and provincial legislation and policy directions on the legalization of cannabis.

Douglas Liu

Manager, Business and Operational Analysis

Community Safety Division

Barry Konkin

Program Coordinator. Development Development Applications Dept.

DL/BK:dl/bk

- Att. 1: Proposed Approach to the Regulation of Cannabis
 - 2: City Response to Health Canada's Consultation Questionnaire
 - 3: Council Resolution from October 23, 2017
 - 4: Council Resolution from November 27, 2017
 - 5: Existing OCP Policies Regarding Medical Marihuana
 - 6: Existing Zoning Regulations Regarding Medical Marihuana

For Consultation

PROPOSED
APPROACH TO
THE REGULATION
OF CANNABIS







Health Canada is the federal department responsible for helping the people of Canada maintain and improve their health. We assess the safety of drugs and many consumer products, help improve the safety of food, and provide information to Canadians to help them make healthy decisions. We provide health services to First Nations people and to Inuit communities. We work with the provinces to ensure our health care system serves the needs of Canadians.

Également disponible en français sous le titre : Approche proposée en matière de la réglementation du cannabis

To obtain additional information, please contact:

Health Canada Address Locator 0900C2 Ottawa, ON K1A 0K9 Tel.: 613-957-2991

Toll free: 1-866-225-0709 Fax: 613-941-5366 TTY: 1-800-465-7735

E-mail: publications@hc-sc.gc.ca

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PREFACE

On April 13, 2017, the Government of Canada introduced Bill C-45, An Act respecting cannabis and to amend the Controlled Drugs and Substances Act, the Criminal Code and other Acts (the Cannabis Act) in the House of Commons. The proposed Cannabis Act would implement the 2015 Speech from the Throne commitment to legalize, strictly regulate, and restrict access to cannabis.

The Government of Canada has indicated that it intends to bring the proposed Cannabis Act into force no later than July 2018, subject to the approval of Parliament and Royal Assent. To support implementation of the proposed Act, regulations would need to be enacted in a range of areas, such as cannabis product standards and packaging and labelling requirements, to ensure that the risks and harms of cannabis are appropriately addressed under the legal framework.

In many cases, Health Canada is proposing to build upon established regulatory requirements that have long been in place for current producers of cannabis for medical purposes or industrial hemp. Enacting many of the same types of strict regulatory controls for production under the proposed Cannabis Act would allow for legal and quality-controlled products to be available by July 2018 and immediately begin to address the public health and safety risks posed by illegally-produced cannabis.

The purpose of this consultation paper is to solicit public input and views on the approach to these regulations. To meet the government's commitment of bringing the proposed Cannabis Act into force no later than July 2018, the final regulations will need to be published in the *Canada Gazette*, Part II, as soon as possible following Royal Assent. As such, it is important that interested parties provide feedback on the regulatory proposals in this consultation paper, as draft regulations will not be pre-published. Instead, Health Canada intends to publish a summary of comments received, as well as a detailed outline of any changes to the regulatory proposal, which will continue to provide industry and stakeholders with as much information as possible on the proposed regulatory requirements.

Please note that references to the provisions of the proposed Cannabis Act made throughout this consultation paper reflect the version of the Act reported to the House of Commons by the Standing Committee on Health on October 5, 2017 [www.parl.ca/DocumentViewer/en/42-1/bill/C-45/second-reading], and therefore, do not reflect any amendments that may subsequently be made.

Regulatory proposals set out in this consultation paper have been made for consultation purposes only, and should not be interpreted as representing the final views of the Governor in Council, the Minister of Health or the Government of Canada.

Health Canada thanks all stakeholders for the valuable contribution they have provided to date in the development of the proposed Cannabis Act and its supporting regulations, and for their continued participation in this next stage of consultations on regulatory proposals.

1 INTRODUCTION

1.1 Context

In the 2015 Speech from the Throne, the Government of Canada committed to introducing legislation to legalize, strictly regulate, and restrict access to cannabis. The Minister of Justice and Attorney General of Canada, the Minister of Public Safety and Emergency Preparedness, and the Minister of Health were mandated by the Prime Minister to implement this commitment.

To this end, in June 2016, the three Ministers established the Task Force on Cannabis Legalization and Regulation ("the Task Force") to consult broadly with Canadians and to provide advice on the design of a new legislative and regulatory framework. The Task Force engaged in extensive cross-country consultations with provincial, territorial and municipal governments, experts, patients, advocates, Indigenous organizations, youth, employers and industry. The Task Force also heard from many other Canadians, including many young people, who participated in an online public consultation that generated nearly 30,000 responses from individuals and organizations.

The Task Force delivered its final report, A Framework for the Legalization and Regulation of Cannabis in Canada [www.canada.ca/en/services/health/marijuana-cannabis/task-force-marijuana-legalization-regulation/framework-legalization-regulation-cannabis-in-canada.html], to the Ministers and the public on December 13, 2016. In it, the Task Force made 85 recommendations for the establishment of a comprehensive framework for the legalization and regulation of cannabis across five themes: minimizing harms of use; establishing a safe and responsible supply chain; enforcing public safety and protection; medical access; and implementation.

On April 13, 2017, the Government of Canada introduced Bill C-45, an Act respecting cannabis and to amend the Controlled Drugs and Substances Act, the Criminal Code and other Acts (the Cannabis Act) in the House of Commons. Based in large part on the advice provided by the Task Force, the proposed Cannabis Act would create a comprehensive national framework to provide restricted access to regulated cannabis, and to control its production, distribution, sale, import, export and possession. The proposed Act would also enable provinces and territories to oversee the distribution and retail aspects of the cannabis supply chain, and to tailor certain rules in their respective jurisdictions.

When the Government of Canada introduced Bill C-45, it signalled its intention to bring the Act into force no later than July 2018, subject to the approval of Parliament and Royal Assent.

1.2 Overview of the Proposed Cannabis Act¹

The proposed Cannabis Act seeks to achieve the following objectives:

- · restrict youth access to cannabis;
- protect young people from promotion or enticements to use cannabis;
- deter and reduce criminal activity by imposing serious criminal penalties for those breaking the law, especially those who import, export, or provide cannabis to youth;
- · protect public health through strict product safety and quality requirements;
- reduce the burden on the criminal justice system;
- · provide for the legal production of cannabis to reduce illegal activities;
- · allow adults to possess and access regulated, quality-controlled legal cannabis; and
- enhance public awareness of the health risks associated with cannabis.

To achieve these objectives, the proposed Act would:

- 1. Set the general control framework for cannabis—The proposed Act would establish a general control framework for cannabis by establishing a series of criminal prohibitions, and then providing exceptions or authorizations to permit persons to engage in otherwise prohibited activities. For example, the proposed Act would prohibit any person from selling cannabis, unless explicitly authorized to do so under the Act or its regulations. The proposed Cannabis Act would also prohibit individuals aged 18 years or older from possessing more than 30 grams of dried cannabis or its equivalent in public. Provinces and territories, together with municipalities, could also tailor certain rules in their own jurisdiction (for example, setting a higher minimum age or more restrictive limits on possession or personal cultivation, including lowering the number of plants or restricting where it may be cultivated).
- 2. Provide for the oversight and licensing of a legal cannabis supply chain—
 The proposed Cannabis Act would, through the granting of a licence, permit or authorization, set parameters for the operation of a legal cannabis industry. Federal and provincial/territorial governments would share responsibility for the oversight and licensing of the cannabis supply chain. The federal Minister of Health² would be responsible for licensing, among other activities, the production of cannabis (cultivation and processing) and provincial/territorial governments would have the ability to use their legislative authority to authorize the distribution and retail sale of cannabis in their respective jurisdictions, should they choose to do so.

¹ This section of the consultation paper is intended to provide a general, plain language overview of the proposed Cannabis Act. As a result, not all elements of the proposed legislation are reflected. As well, this overview reflects the version of the proposed Cannabis Act reported to the House of Commons by the Standing Committee on Health on October 5, 2017 [www.parl.ca/DocumentViewer/en/42-1/bill/C-45/second-reading], and therefore does not reflect any amendments that may be subsequently be made. A more detailed overview of Bill C-45 can be found at [www.justice.gc.ca/eng/cj-jp/marijuana/c45].

² Throughout this paper, there are references to actions that would be taken by the Minister of Health under the proposed Cannabis Act or the regulations, often in the context of decision-making. In many cases, it is anticipated that the decision-making function would not be exercised personally by the Minister, but instead by an official in the Department of Health who is in a capacity appropriate to making the decision. This would be consistent with ministerial decision-making practices in many other contexts, and in accordance with the common law and the *Interpretation Act*.

3. **Establish national standards to protect public health and safety**—The proposed Act would set a number of clear legal requirements intended to protect against the public health and public safety risks associated with cannabis, in line with the government's objectives. For example, the proposed Act would prohibit the sale of products appealing to youth, and would set out a comprehensive framework to restrict promotion to protect young persons and others from inducements to use cannabis.

The proposed Cannabis Act would provide the Governor in Council with a broad suite of regulation-making powers that would allow for the development of the necessary regulatory frameworks to support the proposed Act. These authorities include regulations respecting areas such as licensing, importing or exporting, packaging and labelling, product quality and amending schedules of the proposed Act.

1.3 Transition from the Existing Legal Framework for Cannabis 1.3.1 EXISTING LEGAL FRAMEWORK

Currently, cannabis is primarily subject to the *Controlled Drugs and Substances Act* (CDSA) [http://laws-lois.justice.gc.ca/eng/acts/c-38.8/] and the *Food and Drugs Act* (FDA) [http://laws-lois.justice.gc.ca/eng/acts/f-27/].

The CDSA and its regulations set out Canada's framework for the control of substances that can alter mental processes and that may harm an individual or society when misused or diverted to an illegal market. Under the CDSA, cannabis is generally prohibited except as authorized under the regulations or through an exemption for medical or scientific purposes or if an exemption is otherwise in the public interest. Under the CDSA, the current Access to Cannabis for Medical Purposes Regulations (ACMPR) [http://laws.justice.gc.ca/eng/regulations/SOR-2016-230/] set out a framework to provide individuals with access to cannabis for medical purposes and the Industrial Hemp Regulations (IHR) [http://laws.justice.qc.ca/eng/regulations/ SOR-98-156/index.html] establish the conditions under which certain cannabis plants (industrial hemp) may be produced for commercial purposes. As well, a number of other regulations under the CDSA, including the Narcotic Control Regulations (NCR) [http://laws-lois.justice.gc.ca/eng/regulations/C.R.C., c. 1041/], the New Classes of Practitioners Regulations [http://laws-lois.justice.gc.ca/eng/regulations/SOR-2012-230/page-1.html] and the Qualifications for Designations as Analysts Regulations [http://laws-lois.justice.gc.ca/eng/regulations/SOR-98-594/index.html] support the cannabis regulatory framework as it exists today. Similarly, the Cannabis Exemption (Food and Drugs Act) Regulations [http://laws-lois.justice.gc.ca/eng/regulations/SOR-2016-231/index.html] under the FDA play an important role in the framework.

The FDA applies to all food, drugs, natural health products, medical devices, and cosmetics. The Act and its regulations regulate the safety, efficacy and quality of health products, such as prescription or non-prescription drugs, natural health products, and medical devices. Health products are subject to a review process before they are authorized for sale with health claims. While there is no pre-market review or approval of cosmetics, all cosmetics in Canada must be safe to use.

Cannabis meets the definition of a drug under the FDA, which includes any substance intended to diagnose, treat, mitigate, or prevent health issues in humans or animals. Cannabis itself has not been authorized as a therapeutic product in Canada or in any other country. However, there are certain cannabis-based drugs that have undergone the market authorization process under the FDA, and as such are available for sale in Canada.

1.3.2 NEW LEGAL FRAMEWORK

Should the proposed Cannabis Act be approved by Parliament and receive Royal Assent, cannabis would be removed from the CDSA and would instead be subject to the Cannabis Act and its regulations. It is critical that there be a smooth transition between frameworks. To that end, the proposed Cannabis Act includes a number of transitional provisions to provide, for example, that licences issued under the ACMPR, NCR, or the IHR that are in force immediately before the day cannabis is repealed from the CDSA would remain in effect until such time as they expire or are revoked. As part of the transition, the intention is to enact new regulations under the Cannabis Act, addressing areas such as specific requirements for different types of licence holders, or packaging and labelling requirements for different types of cannabis products.

The existing regulations made under the CDSA that relate to cannabis provide a solid foundation for the new regulations. As a result, many of the regulatory proposals outlined in this consultation paper draw on existing regulations and the experience Health Canada has had in administering them, as well as on feedback and input already received from regulated parties and other stakeholders through various consultation forums since June 2016. That said, it is important to note that the purpose, objectives and structure of the proposed Cannabis Act are different in many regards from those of the CDSA. As a result, there are a number of regulatory proposals outlined in this consultation paper that represent a change from the status quo. These new regulatory proposals reflect that the proposed Cannabis Act was designed in the broader context of legalizing, regulating and restricting access to cannabis.

As cannabis will continue to meet the definition of a drug under the FDA, careful coordination will be required between the application of the FDA, the Cannabis Act, and both of the statutes' regulations, to ensure that health products containing cannabis that fall under the FDA can continue to be developed and sold subject to the appropriate rules and requirements. In addition, it is proposed that the *Cannabis Exemption (Food and Drugs Act) Regulations* [http://laws-lois.justice.gc.ca/eng/regulations/SOR-2016-231/index.html] would be updated to exempt the cannabis produced by individuals holding licences or other authorizations under the proposed Cannabis Act from the requirements of the *Food and Drug Regulations*.

It is also important to note that many of the recommendations made by the Task Force on Cannabis Legalization and Regulation related to potential regulatory requirements for the new cannabis framework. For example, the Task Force recommended that there be a regulatory requirement that all cannabis products intended for sale to the public include labels identifying levels of tetrahydrocannabinol (THC) and cannabidiol (CBD). The advice and recommendations of the Task Force were taken into account in the development of the proposals in this consultation paper.

Taken together, the regulatory proposals in this consultation paper have been developed based on the following principles:

- 1. **Consistent with the purpose of the proposed Cannabis Act**—Each regulatory proposal should clearly support the overarching purpose of protecting public health and public safety, and should be linked to one or more of the specific purposes set out in clause 7 of the proposed Act.
- 2. Evidence-informed—Each regulatory proposal should be informed by the best-available information or evidence. This includes experience regulating cannabis under the CDSA and the FDA, as well as other harmful substances at the federal level, such as tobacco, and the experience of other jurisdictions in regulating cannabis. Where relevant evidence is incomplete or inconclusive, a precautionary approach should be taken.
- 3. Risk-based—Regulatory proposals should be based on an assessment of the risks that regulated parties and activities may pose to achieving the government's objectives. For example, security requirements for regulated parties should be proportionate to the risk that their activities could pose to public health and public safety, including the risk of cannabis being diverted to illegal markets or activities.
- 4. Balance—Overall, the regulatory framework should seek to support all of the government's objectives for the legalization and regulation of cannabis. It should do so in a manner that seeks to minimize regulatory burden and facilitate compliance among regulated parties.

Consistent with the *Cabinet Directive on Regulatory Management*, this regulatory proposal aims, to the extent possible, to protect the health and safety of Canadians, while also seeking to maximize net benefits to Canadians and to minimize undue impacts on businesses. The feedback of all interested and affected parties, including Canada's Indigenous peoples, the provinces, territories, and municipalities, on this regulatory proposal will be actively sought and will be taken into consideration as Health Canada moves forward with the development of regulations.

1.4 Purpose and Scope of this Consultation

The purpose of this consultation paper is to solicit public feedback on an initial set of regulatory proposals that Health Canada is considering. It focuses on those regulations that would facilitate the coming into force of the proposed Cannabis Act by no later than July 2018, subject to parliamentary approval, and the transition from the current legal framework set out under the CDSA.

For example, it covers the rules and standards for the authorized production of the classes of products, namely dried cannabis, fresh cannabis, cannabis oil, seeds and plants, which would be permitted to be sold by an authorized person immediately upon coming into force of the proposed Cannabis Act. Regulatory proposals governing the production of other classes of cannabis for the purposes of sale, such as food-based cannabis products, known as "edibles," or concentrates or resins, such as hash, would be the subject of separate consultations at a later date, with a view to enabling the quality-controlled production and supply of these products after July 2018.

This consultation paper covers regulations that would be made by the Governor in Council on the recommendation of the Minister of Health and orders that would be made by the Minister of Health. It does not cover regulations made by the Governor in Council on the recommendation of the Minister of Public Safety and Emergency Preparedness (pertaining to law enforcement) or on the recommendation of the Attorney General of Canada (pertaining to tickets).

The Government intends to offset costs in relation to cannabis by collecting, for example, licensing and other fees. Proposals to establish fees or recover costs related to the administration of the proposed Cannabis Act are not within scope of the current consultation paper, but will instead be the subject of separate consultations.

Within this scope, the regulatory proposals set out in this consultation paper fall under the following themes:

- · Licences, Permits and Authorizations;
- · Security Clearances;
- · Cannabis Tracking System;
- · Cannabis Products;
- · Packaging and Labelling;
- · Cannabis for Medical Purposes;
- · Health Products and Cosmetics Containing Cannabis; and
- · Miscellaneous Issues.

The purpose of this consultation paper is to solicit public input and views on the approach to these regulations. The Government of Canada has indicated that it intends to bring the proposed Cannabis Act into force no later than July 2018, subject to the approval of Parliament. To meet this commitment, the final regulations will need to be published in the *Canada Gazette*, Part II, as soon as possible following Royal Assent. As such, it is important that stakeholders provide input on this consultation paper, as draft regulations will not be pre-published. Instead, Health Canada intends to publish a summary of the comments received, as well as a detailed outline of any changes to the regulatory proposal, in order to provide industry and stakeholders with as much information as possible on the proposed regulatory requirements.

2 LICENCES, PERMITS AND AUTHORIZATIONS

Health Canada is proposing a system of licences, permits, and authorizations that is intended to:

- Allow a range of different activities with cannabis (for example, cultivation, processing, research);
- Enable a diverse, competitive legal industry comprised of both large and small players in regions across the country;
- Reduce the risk that organized crime will infiltrate the legal industry; and
- Ensure that legal cannabis products meet high quality standards.

To this end, it is proposed that the regulations would establish different types of authorizations, based on the activity being undertaken, and in some cases, the scale of the activity. The regulations would also establish rules and requirements for the different categories of authorized activities that would be proportional to the public health and safety risks posed by each category of activity.

The following types of authorizations are proposed:

- Cultivation: Standard cultivation, micro-cultivation, industrial hemp, and nurseries;
- Processing: Standard processing, and micro-processing;
- Sale (federal level): Sale for medical purposes, and sale for non-medical purposes
 to adults in provinces and territories that have not yet enacted a retail framework;
- · Analytical testing;
- · Import/Export; and
- · Research.

2.1 Context

The proposed Cannabis Act sets out a general licensing and permitting scheme for the Minister of Health to authorize persons to conduct various activities with cannabis. The proposed Act would also enable wholesale distribution and retail sale of cannabis by persons authorized to sell cannabis under a provincial or territorial Act, subject to certain minimum legislative measures outlined in the proposed Act.

Under the proposed Act, the Minister of Health would have the authority to issue licences and permits to conduct certain activities involving cannabis, and to include any conditions on those licences and permits that the Minister considers appropriate. These authorities would include the ability to amend, renew, suspend, or revoke licences or permits when warranted. The proposed Act would set out grounds for refusing to issue a licence or permit, as well as grounds for suspending or revoking a licence or permit.

The proposed Act would provide the Minister of Health with the authority to set out the application process for the issuance, renewal or amendment of licences and permits, including the form and manner in which applications would be made, and the information that an applicant would be required to submit (which may include financial information).

Finally, the proposed Act would provide the Minister of Health with the authority to make an order setting out procedures and conditions for the processing of applications to issue and renew licences and permits.

To complement and support the Minister's authorities set out in the Act, the Governor in Council would be able to make regulations respecting a broad range of aspects related to licences, permits and authorizations. These authorities would include, for example, establishing classes of licences or permits and setting legal requirements applicable to the different classes.

2.2 Licences, Permits, and Authorizations

The licensing and permitting framework established under the proposed Act and related regulations will strongly influence the type of legal cannabis industry that establishes itself in Canada. The regulatory proposals set out in this section are intended to achieve the following:

- Enable a robust and responsible legal cannabis industry that is capable of outcompeting the entrenched illegal industry. To achieve this, the licensing and permitting framework is intended to:
 - a. Enable a diverse, competitive legal industry that is comprised of a range of market participants, including both small and large players in regions across the country.
 - b. Allow a range of different activities with cannabis, enabling innovation while at the same time protecting public health and public safety.

- c. Reduce the risk that individuals associated with organized crime infiltrate the legal industry and use their position to benefit, financially or otherwise, criminal organizations.
- d. Require that legal cannabis products meet high standards for quality, are produced in clean and sanitary environments and are tested for contaminants and the presence of unauthorized pesticides prior to sale to consumers.
- Establish an appropriate regulatory framework for industrial hemp that is riskbased and that allows cultivators of industrial hemp to sell the whole hemp plant to certain persons licensed under the proposed Cannabis Act.
- Maintain continued access to cannabis for medical purposes by continuing
 to federally-license persons and organizations to sell cannabis directly to registered
 clients and hospitals.
- 4. **Facilitate research and development** by streamlining and rationalizing the process and requirements for cannabis-based research.

To achieve these objectives, it is proposed that the regulations set out the following categories of licensed activities:

Cultivation

- **Standard cultivation**, which would authorize the large-scale growing of cannabis plants and harvesting material from those plants, as well as associated activities
- Micro-cultivation, which would authorize the small-scale growing of cannabis plants and harvesting material from those plants, as well as associated activities
- **Industrial hemp**, which would authorize the growing of industrial hemp plants (those containing 0.3% THC or less) and associated activities
- Nursery, which would authorize the growing of cannabis plants to produce starting material (seed and seedlings) and associated activities

Processing

- Standard processing, which would authorize the large-scale manufacturing, packaging and labelling of cannabis products destined for sale to consumers, and the intra-industry sale of these products, including to provincially/territorially authorized distributors, as well as associated activities
- Micro-processing, which would authorize the small-scale manufacturing, packaging and labelling of cannabis products destined for sale to consumers, and the intra-industry sale of these products, including to provincially/territorially authorized distributors, as well as associated activities

Sale to the public

- Medical purposes, which would authorize the sale of cannabis products to registered clients for medical purposes
- Non-medical purposes, which would authorize the sale of cannabis to adults in provinces/territories that have not yet enacted a framework for distribution and sale

In addition, it is proposed that the regulations provide for the Minister to issue authorizations for the following additional activities:

- Analytical Testing, which would authorize the possession of cannabis by independent, third-party laboratories for the purposes of analytical testing of cannabis to verify that it meets regulatory requirements for safety and quality
- **Import/Export**, which would authorize the import or export of cannabis for medical or scientific purposes, or in respect of industrial hemp
- Research, which would authorize activities with cannabis for the purposes of research and/or development by persons who are not otherwise permitted to conduct such activities under another licence or permit under the proposed Cannabis Act.

Additional details on each licensed activity are set out below, and a high-level overview of licensed activities is set out in Table 1. Each licensed activity would be subject to specific regulatory requirements tailored to the level of risk associated with the activity involved (discussed in sections 2.3 and 2.4 of this consultation paper).

In general, licence holders would be authorized to conduct core activities (for example, cultivation) as well as related, supplemental activities (for example, research and development related to the cultivation of cannabis).

In general, there would be no restriction on the ability of a single person (either an individual or organization) to be authorized to conduct multiple activities per site. For example, a person could be authorized to conduct one or more activities (for example, cultivation, processing and sale to the public). This would allow flexibility in the administration of licences and reduce overall administrative burden on applicants. Applicants would be free to choose whichever activity or combination of activities for which they wish to be licensed, and the licensing process would enable them to submit a single application should they wish to conduct multiple activities.

The regulations would set out general requirements for licensing and would be supported by guidance and policy documents that would provide more detail and clarity around specific requirements. This would allow for flexibility and change over time based on lessons learned as the market evolves, specific risks are better understood, and the performance of the regulated industry is established.

2.2.1 STANDARD CULTIVATION

It is proposed that a licence for standard cultivation would authorize the cultivation of any variety of cannabis and to produce cannabis seeds, cannabis plants, fresh cannabis and dried cannabis. A licence for standard cultivation would also authorize associated or supplemental activities related to these core activities, including possession, transportation, research and development, storage, and destruction. The intra-industry sale of seeds, plants, and harvested materials (e.g., fresh and dried cannabis in bulk or unfinished form) to other cultivators, processors, and holders of a research authorization would be allowed. The cultivation of industrial hemp plants would also be allowed. However, standard cultivators would not be able to package and label cannabis for sale to the public, nor to sell directly to the public or to federally-licensed or provincially-or territorially-authorized sellers.

It is proposed that the regulations would not prescribe a limit on the amount of cannabis that could be cultivated under a standard cultivation licence. However, the Minister of Health could establish a production limit as a condition of a licence if there were reasonable grounds to believe that a licensee was producing more cannabis than this licensee was able to sell, and that the excess inventory was at risk of being diverted to an illegal market or activity (for example, a licensed cultivator producing significantly more cannabis than this cultivator has supply arrangements to provide). In addition to the amount of unsold inventory, this approach would take into account factors such as the licence holder's compliance history, financial status, and planned future sales, when determining if there was a risk of diversion.

2.2.2 MICRO-CULTIVATION

The intent of this licence category is to enable the participation of small-scale growers in the legal cannabis industry. It is proposed that a licence for micro-cultivation would authorize the same activities as a licence for standard cultivation, but at a smaller scale.

It is proposed that the regulations would set out a threshold to define a micro-cultivator. Health Canada is considering a number of options for this threshold, such as plant count, size of growing area, total production, or gross revenue. Part of the purpose of this consultation is to solicit feedback from interested parties regarding the most appropriate basis for establishing this threshold, and what the threshold should be.

A micro-cultivation licence would authorize the cultivation of cannabis plants and to produce cannabis seeds, cannabis plants, fresh cannabis and dried cannabis. A licence for micro-cultivation would also authorize associated or supplemental activities related to these core activities, including possession, transportation, research and development, storage and destruction. The intra-industry sale of seeds, plants, and harvested materials (for example, fresh and dried cannabis) to other cultivators, processors, and holders of a research authorization would also be allowed. However, micro-cultivators would not be able to sell directly to the public or to federally-licensed or provincially- or territorially-authorized sellers.

As described further in section 2.3, below, certain regulatory requirements for microcultivation would be reduced as compared with regulatory requirements for standard cultivation, reflecting differences in the level of risk related to the scale of the operation.

2.2.3 NURSERY

The intent of this licence category is to enable a legal source of starting materials (both for commercial and personal cultivation), and the development of new varieties of high quality cannabis. It is proposed that a licence for a nursery would authorize the cultivation of any variety of cannabis plants (including industrial hemp), and to produce seeds and seedlings (including clones). A nursery licence would also authorize related activities, including possession, transportation, research and development, storage, and destruction. Nurseries would be permitted to sell live plants and seeds to other licensed cultivators, licensed processors, and holders of a research authorization. However, they would not be able to sell directly to the public or to federally-licensed or provincially- or territorially-authorized sellers. The harvest of other plant material and production of any other class of cannabis would be prohibited under this class of licence. This material would need to be destroyed.

As described further in section 2.3, below, certain regulatory requirements for nurseries would be reduced as compared with regulatory requirements for standard cultivation, reflecting differences in the level of risk related to the scale of the operation.

2.2.4 INDUSTRIAL HEMP

It is proposed that a licence for industrial hemp would authorize the cultivation of industrial hemp plants and the production and sale of seeds and grains (and their derivatives). It is proposed that the regulations would define industrial hemp as "cannabis plants whose leaves and flowering heads do not contain more than 0.3% THC." It should be noted that any part of the plant identified in Schedule 2 of the proposed Cannabis Act, such as a non-viable seed or mature stalk without any leaf, flower, seed or branch, would fall outside the scope of the proposed Act. As such, activities related to these plant parts (such as their processing or sale) would not require a licence under the proposed Act. Further, as is currently the case under the *Industrial Hemp Regulations*, a licence would not be required for the sale of derivatives of seed and grain that contain 10 micrograms per gram of THC or less.

An industrial hemp licence would also authorize related activities, including possession, transportation, research and development, consistent with other classes of licences. To improve upon the current regulatory requirements for industrial hemp producers, it is proposed that industrial hemp licences would authorize the intra-industry sale of leaves, flowers and branches (or the whole plant).

As is currently the case under the *Industrial Hemp Regulations*, industrial hemp licences would authorize the cultivation of approved industrial hemp varieties from pedigreed seeds. Since the THC content of plants produced from these seeds is consistently 0.3% or less, it is proposed that the current THC testing requirements with respect to these varieties grown for grain and fibre would be eliminated except for production of seeds. Requirements for THC testing would be maintained for the designation of new varieties of low THC cannabis (0.3% or less) as an approved cultivar of industrial hemp to be included in the *List of Approved Cultivars*.

As described further in section 2.3, below, certain regulatory requirements for cultivators of industrial hemp would be reduced as compared with regulatory requirements for standard cultivation, reflecting differences in the level of risk related to the scale of the operation.

2.2.5 STANDARD PROCESSING

It is proposed that a licence for standard processing would authorize the production and packaging and labelling of a range of cannabis products destined for sale to the public. Authorized activities would include manufacturing cannabis oil (and intermediary products such as cannabis resin), synthesizing phytocannabinoids, the manufacturing of other authorized products (for example, pre-filled cannabis oil capsules or oral sprays), and/or the packaging and labelling of products for sale to the public. Further information on the types of cannabis products that licensed processors would be able to produce is discussed in Part 5 of this consultation paper. A licence for standard processing would also authorize related activities, including possession, transportation, research and development, storage, destruction, and the intra-industry sale of cannabis to other federal licence holders or provincially- or territorially-authorized sellers. A separate authorization would be required for sales directly to the public (see sections 2.2.7 and 2.2.8 of this consultation paper).

2.2.6 MICRO-PROCESSING

The intent of this licence category is to enable the participation of small-scale processors in the legal cannabis industry. It is proposed that a licence for microprocessing would authorize the same activities as a licence for standard processing, but at a smaller scale.

It is proposed that the regulations would set out a threshold to define a microprocessor. Health Canada is considering a number of options for this threshold, such as limiting allowed activities to processing harvested product from a maximum number of micro-cultivators and nurseries, total production, on-site inventory, or gross revenue. Part of the purpose of this consultation is to solicit feedback from interested parties regarding the most appropriate basis for establishing this threshold, and what the threshold should be.

As with a licence for standard processing, a licence for micro-processing would authorize related activities, including possession, transportation, research and development, storage, destruction, and the intra-industry sale of products to other federal licence holders or to provincially- or territorially-authorized sellers. A separate authorization would be required for sales directly to the public (see sections 2.2.7 and 2.2.8 of this consultation paper).

SALE OF CANNABIS FOR MEDICAL PURPOSES 227

A licence for the sale of cannabis for medical purposes would authorize the sale of cannabis products obtained from a federally-licensed processor to registered clients (or to an individual who is responsible for a registered client) in a manner consistent with the current system established under the ACMPR (ordered over the phone, online or via written order, with secure delivery through the mail or by courier).

As with other licences, a licence for sale for medical purposes would authorize related activities, such as possession, transportation, research and development, storage, destruction, and the intra-industry sale of cannabis to other federal licence holders.

2.2.8 SALE OF CANNABIS FOR NON-MEDICAL PURPOSES

Under the proposed Cannabis Act, provinces and territories could licence and oversee the distribution and sale to adult consumers of cannabis for non-medical purposes. In the event that a province or territory has not established a retail environment with appropriate safequards to enable the purchase of legal, regulated cannabis by July 2018, it is proposed that the regulations would enable the Minister to licence, potentially on a temporary basis, the sale of cannabis for non-medical purposes to adult consumers. This class of licence would authorize the sale of cannabis products obtained from a licensed processor to adult consumers in Canada (ordered over the phone, online or via written order, with secure delivery through the mail or by courier). As with other licences, a licence for sale for nonmedical purposes would authorize related activities, such as possession, transportation, research and development, storage, destruction, and the intra-industry sale of cannabis to other federal licence holders.

As set out further in section 2.3, it is proposed that the regulations set strict controls to prevent illegal sales to youth and to prevent online sales by federally-licensed sellers in provinces and territories that have established their own distribution and sales systems (which may include online sales authorized at the provincial or territorial level).

2.2.9 ANALYTICAL TESTING

Under the ACMPR and *Narcotic Control Regulations*, respectively, both licensed producers and licensed dealers are authorized to test cannabis. Cannabis must be tested for microbial and chemical contaminants, residues of solvents, content of THC and CBD, and disintegration of capsules, using validated methods. In addition, on May 5, 2017, Health Canada announced that it would require all licensed producers to conduct mandatory testing of all cannabis products destined for sale for the presence of unauthorized pesticides (for more information, please see: www.canada.ca/en/health-canada/news/2017/05/statement_from_healthcanadaonmandatorytestingofmedicalcannabisfo.html).

Under the IHR, industrial hemp must be tested by a competent laboratory for THC content. Non-viable seeds must be tested by a laboratory accredited by the Canadian Food Inspection Agency.

As described in further detail in section 2.3.6 of this consultation paper, it is proposed that licensed processors would be required to conduct mandatory analytical testing, including mandatory testing for the presence of unauthorized pesticides, to verify that the regulatory requirements are met prior to packaging and labelling. For industrial hemp, it is proposed that mandatory testing only be required as set out in section 2.2.4 (i.e., for production of seeds and development of new varieties for designation as an approved cultivar).

Licensed processors could conduct their own, in-house analytical testing, however they would be required to demonstrate that they were using validated testing methodologies. Health Canada would require mandatory testing for the presence of unauthorized pesticides to be conducted by an independent third-party laboratory.

In general, all independent third-party laboratories conducting analytical testing of cannabis, including testing of microbial and chemical contaminants, residues of solvents, content of THC and CBD, disintegration of capsules, and testing for the presence of unauthorized pesticides, would be required to hold an analytical testing licence under the Cannabis Act. Such laboratories would also be required to demonstrate that they were using validated testing methodologies. With respect to industrial hemp, an analytical testing licence would not be required for private laboratories accredited by the Canadian Food Inspection Agency that conduct seed viability testing.

As with other licence types, a licence for analytical testing would authorize activities with cannabis such as possession, transportation, storage and destruction. A licence for analytical testing would also authorize research and development related to the analytical testing of cannabis (in particular the development and validation of testing methodologies), including industrial hemp. Licensed analytical testing laboratories would be required to destroy any cannabis or industrial hemp sent for analytical testing within 90 days of being tested.

2.2.10 IMPORT AND EXPORT

As is currently the case, the import or export of cannabis would require a permit from the Minister of Health. As set out in the proposed Act, import or export permits would only be available for medical or scientific purposes, or in respect of industrial hemp.

2.2.11 RESEARCH

It is proposed that a research authorization would enable activities with cannabis for the purpose of research by persons who do not hold any other type of licence issued under the Cannabis Act and whose activities would otherwise be prohibited under the Act (for example, they are involved in the possession of 30 grams of dried cannabis or its equivalent in public or distribution of more than 30 grams of dried cannabis or its equivalent, or possession by an organization). These activities would include possessing, cultivating, processing, storing, administering, and transporting cannabis. Authorized activities would not include the sale of cannabis—however, there would be provisions to enable the commercialization of novel research and development (for example, the sale of new plant genetics). Research authorization holders would generally be required to destroy all cannabis once the research activities are complete and/or upon the expiration or revocation of the authorization. However, exceptions to this requirement could be sought by those wishing to commercialize novel products of research and development (for example, new plant genetics) or for archival purposes (for example, a seed bank).

As described above, persons holding a federal licence to conduct activities with cannabis, such as cultivation or processing, would be authorized to conduct research and development under their existing licence, provided that the research is related to the core activities authorized under the licence. For example, an industrial hemp licence would authorize research with industrial hemp, but the holder of an industrial hemp licence would be required to seek a separate authorization to conduct research with other varieties of cannabis.

It should be noted that persons seeking to conduct clinical trials with cannabis would still be required to seek appropriate authorization under the FDA and its regulations.

Table 1: Summary of Licensed Activities

		CULTI	VATION		PROCE	SSING	SA	LE
ACTIVITIES	Standard	Micro	Nursery	Hemp	Standard	Micro	Medical	Non- medical
CORE ACTIVITIES	(4.12±2.9)	ALAN AT		TESTER.	ALTERNA	Manage.	17-18-E11	544 A Sp. 1
Cultivation		4						
Cultivate cannabis with more than 0.3% THC			•					
Cultivate cannabis with more than 0.3% THC, below a certain threshold (to be established in the regulations)								
Cultivate cannabis containing 0.3% or less THC (hemp)	•	•		•				
Sell starting material (live plants and seeds) to cultivators or processors	•	•	•	•	1			
Sell harvested plant material (flower and trim) to processors	•	•		•				
Processing								
Manufacture cannabis products (for example, oil)								
Manufacture cannabis products, below a certain threshold (to be established in the regulations)								
Package and label products for sale to consumers						•		
Sell packaged products to federal or provincially- or territorially-authorized sellers					•	•		
Sell intermediary products (i.e. resin) to other processors					*			
Sale to the Public								
Sell products for medical purposes to registered clients								
Sell products to adult consumers in provinces and territories without a distribution and retail sale system								
SUPPLEMENTAL ACTIVITIES			FIELD				CYME	
Transportation	1	•	•	•	•	•	•	
Storage	•	•	•	•	•	•	•	- agini kili sanggara nagara dipaka (nama agi
Destruction		•	•	•				
Research and Development (within authorized core activities)	2 P	•	•	•		·	•	•

Licence Requirements 2.3

It is proposed that the regulations set out specific requirements by class of licence. As discussed in section 1.3, these requirements would be designed to achieve the purposes of the proposed Cannabis Act based on an objective assessment of risk that considers the following three factors: (i) the activities authorized to be undertaken and the resulting forms of cannabis that would be present on-site; (ii) the scale of activities authorized to be undertaken and the resulting quantity of cannabis that would be present on-site; and (iii) the proximity of authorized activities to the consumer-end of the supply chain. For each class of licence, it is proposed that the regulations would set, among others, requirements related to:

- 1. Notice to Local Authorities
- 2. Validity Period
- 3. Location
- 4. Physical Security
- 5. Personnel Security
- 6. Good Production Practices
- 7. Record Keeping and Reporting

A summary of these requirements by licence activity is set out in Table 2.

NOTICE TO LOCAL AUTHORITIES 2.3.1

It is proposed that the regulations would require notice be provided to local government, fire and policing authorities for all licence classes except industrial hemp, analytical testing, or for sale licences where cannabis is not stored on-site.

2.3.2 **VALIDITY PERIOD**

It is proposed that the regulations provide that all licences issued under the Cannabis Act be valid for a period of no more than five years.

2.3.3 LOCATION

It is proposed that the regulations would prohibit the conduct of any licensed activity in a dwelling-house.

It is proposed that the regulations would permit both outdoor and indoor cultivation of cannabis (under all four classes of cultivation licence: standard cultivation, microcultivation, nursery and industrial hemp).

For any indoor areas where cannabis is present (such as where it is cultivated or where it is dried or stored), it is proposed that the regulations would require reasonable measures to prevent the escape of odours and pollen. It is proposed that these restrictions would apply to all licences, except industrial hemp, analytical testing, and sale licences.

Under all licence classes, cannabis (with the exception of cannabis plants and industrial hemp) would need to be stored and processed indoors.

2.3.4 PHYSICAL SECURITY

Physical security requirements set out in the regulations would comprise one aspect of the overall approach to preventing legally produced cannabis from being diverted to an illegal market or activity, or from illegal cannabis being a source of supply for the legal industry. Other aspects would include personnel security requirements, record keeping and reporting, participation in the national cannabis tracking system, and facilities being subject to inspections.

Physical security requirements would be designed primarily to mitigate against the risk of cannabis being removed or stolen from a licensed site or during transit and diverted to an illegal market or activity. As a result, it is proposed that licences that authorize activities resulting in large quantities of high-value cannabis products being present on site would face proportionately higher physical security requirements compared to other licence classes. It is further proposed that the regulations would require all licence holders to take measures to safeguard cannabis in transit, including when transporting or shipping cannabis to another licence holder or when shipping cannabis to a provincially- or territorially-authorized seller.

For standard cultivation and standard processing licences, as well as for federal sale licences where cannabis is stored on-site (for medical purposes or non-medical purposes), it is proposed that the regulations require the following physical security requirements around the perimeter of the site:

- The perimeter must be secured in a manner that prevents unauthorized access, including physical barriers.
- The entire perimeter must be visually monitored at all times by a visual recording device. The visual recordings must be kept for one year after the day on which they were made.
- There must be an intrusion detection system that operates at all times and that allows for the detection of any attempted or actual unauthorized access to or movement in the site or tampering with the system.

In addition, for these same licence classes, it is proposed that the regulations require the following security measures for indoor areas where cannabis is present (excluding growing areas):

- Areas must include physical barriers that prevent unauthorized access.
- Areas must be secured by means of an intrusion detection system that operates at all times and that allows for the detection of any attempted or actual unauthorized access to the site or tampering with the system.
- Areas must be visually monitored at all times by visual recording devices. The visual recordings must be kept for one year after the day on which they were made.
- Access to areas where cannabis is present must be restricted to persons whose presence in those areas is required by their work responsibilities.
- For areas where cannabis is stored (but not where cannabis plants are cultivated or cannabis products are manufactured), the identity of the every person entering or exiting these areas must be recorded, in addition to the requirements above.

These physical security requirements are similar to those in place under the ACMPR, with four notable proposed changes. First, the proposed regulations would no longer require cannabis to be stored in accordance with the Directive on Physical Security Requirements for Controlled Substances (Security Requirements for Licensed Dealers for the Storage of Controlled Substances) [www.canada.ca/en/health-canada/ services/health-concerns/reports-publications/controlled-substances-precursorchemicals/directive-physical-security-requirements-controlled-substances-licenseddealers-security-requirements-storage.html]. Second, the proposed regulations would require visual recordings to be kept for one year, rather than for two years. Based on experience with the current program, this period of time is considered to be sufficient for compliance and enforcement purposes. Third, the proposed regulations would not require visual monitoring of areas where cannabis is grown. Considering the lower risk of theft of whole plants compared to processed material, other physical security requirements respecting cultivation areas (such as visual monitoring of the perimeter and points of entry) are considered to be sufficient mitigation against the risk of theft. Finally, the proposed regulations would no longer require the presence of a securitycleared individual, as will be discussed further in section 2.3.5, to be present when others are in an area where cannabis is present.

For micro-cultivation, nursery licences, and micro-processing licences, it is proposed that the regulations would require the following:

- That the perimeter be secured in a manner that prevents unauthorized access, including physical barriers.
- That indoor areas where cannabis is present be behind physical barriers that prevent unauthorized access.
- That access to areas where cannabis is present be restricted to persons whose presence in those areas is required by their work responsibilities.

For industrial hemp licences, it is proposed that the regulations not prescribe specific physical security requirements. As a result, the proposed regulations would remove the current requirement under the IHR, which requires that industrial hemp be stored in a locked container or locked location, or on premises to which only authorized persons have access. This approach would allow industrial hemp to be stored under the same conditions as other agricultural products.

For federal sale licences where cannabis is not stored on-site, it is proposed that the regulations would not prescribe specific physical security requirements.

For analytical testing licences, it is proposed that the regulations would require that:

- · Cannabis be stored behind physical barriers that prevent unauthorized access;
- Access to areas where cannabis is present be restricted to persons whose presence in those areas is required by their work responsibilities and that the identity of every person entering or exiting these areas must be recorded; and
- Samples be destroyed within 90 days of the date of testing.

This proposed approach would be a change from the existing framework, and licensees conducting analytical testing of cannabis would no longer be required to adhere to the physical security requirements set out in the Directive on Physical Security Requirements for Controlled Substances (Security Requirements for Licensed Dealers for the Storage of Controlled Substances).

2.3.5 PERSONNEL SECURITY

Personnel security requirements set out in the regulations would comprise a second element of the overall approach to preventing legally produced cannabis from being diverted to an illegal market or activity. Personnel security requirements would be designed primarily to mitigate against the risk that individuals associated with organized crime infiltrate licensed organizations and use their position to benefit, financially or otherwise, criminal organizations.

Under the proposed Act, the Minister of Health would have the authority to grant or refuse to grant a security clearance, or suspend or cancel a security clearance, with respect to individuals associated with a licence applicant or a licence holder. The proposed process for issuing security clearances is set out in section 3 of this consultation paper. This section sets out general requirements with respect to personnel security, and identifies specific persons associated with a licence that would be required to hold a valid security clearance issued by the Minister of Health.

It is proposed that the regulations would establish the following personnel security requirements for standard cultivation, micro-cultivation, nursery, standard processing, micro-processing, and federal sale (for both medical and non-medical purposes) licences, and in some instances for research authorizations. These requirements would not apply to industrial hemp or analytical testing licences.

- The creation and maintenance of an organizational security plan. The plan would need to set out, among other things, standard operating procedures to prevent cannabis from being diverted to an illegal market or activity, and from illegal cannabis being a source of supply for the organization's activities.
- The security plan would be required to include an organizational diagram that
 provides a description of the duties and responsibilities of senior positions within
 the organization. In particular, the security plan and organizational diagram would
 be required to designate the positions responsible for overall management and
 oversight, including the following ("key positions"):
 - i. individual responsible for the licensed activities conducted by the organization;
 - ii. chief of security;
 - iii. for processing licences, a quality assurance person;
 - iv. for cultivation licences, a master grower; and
 - v. for licences to sell to the public, the head of client services.
- The security plan would be required to be submitted to the Minister of Health as part
 of a licence application, along with the identification of the individual occupying each
 key position.
- Nothing would prevent the same individual from occupying more than one key
 position (for example, the same person could be both the head of client services and
 the chief of security). However, only one individual could be responsible for any one
 position (for example, there could not be two different people designated as chief
 of security).

- A licence holder would be required to notify the Minister of Health of any change to the security plan, including any change in the individual occupying a key position.
- In addition to key positions, it is proposed that the regulations would require a licence applicant or licence holder to identify:
 - i. all Directors and Officers of the organization and any parent company;
 - ii. any shareholders that own more than 25% of the organization (if it is privately held) or more than 25% of a privately held parent company;
 - iii. owner of the site, if different than the applicant, and in the case of a numbered company, the directors and officers; and
 - iv. any individual that is in a position to legally bind the applicant or licence holder.
- It is proposed that the regulations would require any individual occupying a key
 position, or who are described above, to hold a valid security clearance issued by
 the Minister of Health. At least one individual holding a security clearance would be
 expected to be on site during normal business operations.
- Based on the security plan and an overall assessment of risk, it is also proposed that
 the regulations would provide the Minister of Health with the authority to identify
 additional positions and/or individuals in an organization who require a valid security
 clearance.

The proposed personnel security requirements represent a change from similar requirements currently in place under the ACMPR in two key respects. For current licensed producers, the ACMPR requires that a "responsible person in charge" or an "alternate person in charge" who holds a valid security clearance, be present whenever other employees are present in a room with cannabis. The proposed regulations would remove these requirements and instead require at least one individual holding a security clearance to be on site during normal business operations. Second, the proposed regulations would add new requirements for key positions to hold a valid security clearance—such as the quality assurance person, or the master grower. As well, the proposed regulations would require individuals in positions to direct or control the licensed organization—such as the directors and officers of a parent company or major shareholders—to also hold a valid security clearance.

For industrial hemp and analytical testing, it is proposed that the regulations not prescribe requirements for individuals to hold security clearances from the Minister.

2.3.6 GOOD PRODUCTION PRACTICES

Regulatory requirements with respect to good production practices would be the primary means by which the government would control the quality of cannabis through the legal supply chain. Good production practice requirements generally include rules related to the use of pesticides, chemicals and fertilizers; recall procedures; quality control/assurance activities; sampling and analytical testing protocols, as well as requirements pertaining to facilities, equipment and sanitation.

It is proposed that the regulations establish good production practice requirements for all classes of cultivation licences (standard, micro, nursery and industrial hemp) as well as for all classes of processing licences. It is proposed that the other classes of licences (analytical testing and sale licences) would not be subject to good production practice requirements, with the exception of those relating to recall and adverse reaction reporting.

Currently, the ACMPR set out a number of requirements with respect to good production practices. It is proposed that the regulations made under the proposed Cannabis Act establish requirements for good production practices based on those found in the ACMPR for standard cultivation, micro-cultivation, nursery and processing licences. Specific good production practices would only apply to a licence holder to the extent that they are applicable to the activities authorized under the licence. In general, the proposed regulations would establish the following requirements:

- · Meet specific requirements with respect to:
 - i. microbial and chemical contaminants (such as heavy metals);
 - ii. maximum allowed limits of THC in cannabis oil (30 milligrams per millilitre);
 - iii. the presence of solvents used during the preparation of cannabis products, or present in the final product;
 - iv. the disintegration of capsules or other dosage forms; and
 - v. the presence of unauthorized pesticides.
- Conduct mandatory analytical testing, including for unauthorized pesticides, to verify that requirements are met prior to packaging and labelling.
- Establish and maintain an appropriate sanitation program for indoor cultivation and processing.
- Maintain equipment, whether used in outdoor or indoor cultivation or processing, to prevent contamination of cannabis.
- Establish a system to recall every lot or batch of cannabis that has been made
 available for sale, and for processors, maintain a sample of product from every lot
 or batch made available for sale for 1 year following the date of availability for sale.

- Establish and maintain standard operating procedures to demonstrate that required good production practices applicable to the licence are properly implemented.
- For processing licences, employ a quality assurance person, with appropriate training, experience, and technical knowledge to approve the quality of cannabis products prior to making them available for sale.

For industrial hemp licences, it is proposed that the regulations require licence holders to implement the same good production practices required under the IHR and applicable provisions of the exemption issued pursuant to section 56 of the CDSA. These requirements would include, for example, that hemp producers be required to clean equipment to avoid the inadvertent dissemination of industrial hemp. As with the current circumstance, THC testing for most crops would not be required, while THC testing at the plant breeding and seed production levels would continue. Finally, it is proposed that the regulations not reference the *Industrial Hemp Technical Manual*, in favour of guidance that is aligned between requirements for hemp and other varieties of cannabis regulated under the proposed Cannabis Act. For parts of the hemp plant transferred to a licensed processor for further processing (for example, into cannabis oil) or for packaging and labelling for sale to consumers, the applicable good production practices set out above for all cannabis products would apply.

2.3.7 RECORD KEEPING AND REPORTING

Record keeping and reporting requirements set out in the regulations would help enable licensed persons to quickly and efficiently demonstrate that they are in compliance with their legal obligations under the proposed Act and its regulations. As well, record keeping and reporting requirements would help the Minister of Health protect public health—through measures such as the requirement to report details of product recalls or serious adverse reactions to specific cannabis products. Finally, record keeping and reporting requirements would enable the Minister of Health to monitor the evolution of the cannabis industry and track developments—such as the development of new types of products—to ensure that the regulatory framework is working effectively to support the objectives of the proposed Act.

To these ends, it is proposed that the regulations set out specific record keeping and reporting obligations for each class of licence. Reporting requirements with respect to the tracking of cannabis and cannabis products, including information such as production levels, inventory amounts, and sales volumes would be captured under the Cannabis Tracking System that would be established under Part 6 of the proposed Act, and are covered separately in section 4 of this consultation paper.

In general, it is proposed that the regulations require the following records be maintained by licensed persons, along with setting out the manner in which they must be maintained, and their retention period:

- Records required to demonstrate compliance with required good production practices. These records would include, for example:
 - i. documents demonstrating that each batch or lot of product sold was produced, packaged and labeled in accordance with the requirements of the proposed Act and its regulations;
 - ii. copies of standard operating procedures and the sanitation program;
 - iii. the results of any required analytical testing and the methods used in the testing;
 - iv. qualifications of the quality assurance person; or
 - v. copies of complaints received, investigations undertaken and any resulting corrective action;
- Information respecting research and development undertaken by the licensed
 person, including information such as the purpose and description of the research
 and development activity, the type and amount of cannabis used, and the product
 or compound made as a result of the activity;
- Information respecting the system or controls established to enable the recall of cannabis, as well as information about recalls;
- Information respecting adverse reactions to any cannabis product that the licensed person becomes aware of, the maintenance of an annual summary report, as well as the reporting of serious adverse reactions to Health Canada within 15 days;
- Records related to physical and personnel security, including, for example, records of employees accessing areas where cannabis is present;
- Notices and communications sent to local authorities;
- · Copies of import and export declarations and permits; and
- · Information respecting promotional activities.

It is proposed that the regulations would provide the Minister of Health with the authority to specify the regular reporting of any of these records, including the form, manner and frequency of such reports. For example, this would include reporting by persons authorized to sell cannabis on voluntary recalls of cannabis products, including information such as:

- Details about the products being recalled (for example, name of product, lot or batch number, quantity produced and sold, list of licence holders to whom the product was sold, etc.);
- · The reason for the recall;
- A risk evaluation identifying the level of risk to public health posed by the issue that led to the recall;

- Description of any action taken in respect of the recall and copies of communication with respect to the recall; and
- Outline of proposed actions to prevent a re-occurrence of the issue that led to the recall.

With respect to recalls, it is proposed that the regulations would require authorized sellers to report at three junctures: 1) within 24 hours of the decision to initiate a recall; 2) within 72 hours of initiating the recall; and 3) within 30 days after completion of the recall.

For sales licences, it is proposed that the regulations specify additional record keeping and reporting requirements.

For licences for sales for medical purposes, it is proposed that licensees would be subject to requirements consistent with current requirements set out under the ACMPR, including details on:

- · Medical client registration information;
- Filling of orders and refusal to fill orders;
- Medical documents provided by clients; and
- Communications with provincial or territorial health care licensing authorities.

For licences for sale for non-medical purposes, it is proposed that licensees would be subject to the following additional record keeping and reporting requirements:

- Copies of standard operating procedures related to age verification and records
 demonstrating that the age of each purchaser has been verified as meeting the
 minimum age requirement in the province or territory to which the cannabis was
 shipped); and
- Copies of standard operating procedures related to geo-fencing (i.e., preventing sale to adult consumers in provinces and territories that have established their own systems) and records demonstrating compliance with a restriction to fill orders and make shipments to consumers in those provinces and territories.

Consistent with the current requirements under the IHR, industrial hemp licence holders would be required to keep records, samples or other documents proving that the seeds used are of pedigreed status, among other record keeping requirements.

Table 2: Summary of Licence Requirements by Activity

		CULTIN	CULTIVATION		PROCE	PROCESSING	SA (medi non-medic	SALE (medical and non-medical purposes)
REQUIREMENTS	Standard	Micro	Nursery	Hemp	Standard	Micro	Cannabis on-site	No cannabis on-site (for example, a call centre)
LOCATION	Control of the	Separate Separate	SECTION SECTION	THE PERSON NAMED IN				STATE STATE OF
Indoor	•	•	•	•	•	•	•	
Outdoor	•	•	•	•				
PHYSICAL SECURITY			語がない。					MAN TOWN
Perimeter of the site								
Physical barriers (for example, walls or fences) to prevent unauthorized access		•	•		*	•	•	
Visual monitoring of the entire perimeter at all times					•			
Keep visual recordings for 1 year	•				•		•	
Alarm or other intrusion detection system	•				•			
Indoor areas on-site where cannabis is I	present, excluding growing areas	ing growing ar	eas					
Physical barriers (for example, walls, doors, locks) to prevent unauthorized access	•	•	•			•	•	
Alarm or other intrusion detection system								
Areas must be visually monitored at all times by visual recording devices					•		·	
Keep visual recordings for 1 year	*							
Access restricted to employees whose presence in those areas is required by their work responsibilities		•	•				•	
Additional requirement for areas where cannabis product (for example, dried, oil) is stored	cannabis produ	uct (for exampl	e, dried, oil) is s	tored				
Identity of every person entering or exiting must be recorded							•	
	The state of the s				AND DESIGNATION OF THE PERSON		And the state of t	

		CULTIN	CULTIVATION		PROCE	PROCESSING	SA (medic) non-medici	SALE (medical and non-medical purposes)
REQUIREMENTS	Standard	Micro	Nursery	Hemp	Standard	Micro	Cannabis on-site	No cannabis on-site (for example, a call centre)
PERSONNEL SECURITY CLEARANCE		Georgia and						
Specified employees must hold a valid security clearance issued by the Minister	•	•	•		•			
GOOD PRODUCTION PRACTICES								なる。
Clean equipment	•			•	•			
Sanitation of indoor areas		•			•	•		
Analytical Testing (microbial, contamination, heavy metals, unauthorized pesticides, THC, CBD) (limited requirements for hemp)*				•	•	•		
Quality Assurance Person REPORTING AND RECORD KEEPING						•		
Maintain records and report information that, for example, demonstrates compliance with good production practices, describes research and development activities, protocols for product recalls and adverse effects. The exact requirements vary per activity.	•	•		•	•	•		·
CANNABIS TRACKING SYSTEM								
Report information with respect to tracking cannabis, such as production levels, inventory amounts, and sales volume.	•	•	•	•		•		•

Note: All cannabis will be tested prior to processing, packaging, and sale.

2.4 Permit and Authorization Requirements

2.4.1 IMPORT AND EXPORT PERMITS

Under the proposed Cannabis Act, the Minister of Health has the authority to issue import and export permits for medical or scientific purposes, or in respect of industrial hemp.

With respect to the import and export of cannabis for medical or scientific purposes, it is proposed that the regulations set out similar requirements to those found in the ACMPR and the *Narcotic Control Regulations*. This will enable persons licensed or permitted to conduct activities with cannabis to receive or send cannabis across international boundaries. Permits would be issued on a case-by-case basis and the validity period of a permit would be for a maximum of six months.

With respect to the import and export of industrial hemp, it is proposed that the regulations set out the same requirements as currently in place under the IHR, with the following modifications:

- Reference to the List of Countries Approved for the Importation of Viable Grain would be removed. Instead, importers would be required to provide the Minister of Health with documentation issued by a competent authority that establishes that the seed is of an approved cultivar or that grain is industrial hemp. This change would allow importers to import hemp seed or grain from a greater number of countries; and
- The validity period for import and export permits would be increased from a maximum of three months to a maximum of six months.

2.4.2 RESEARCH AUTHORIZATIONS

More research and development into cannabis will be critical in ensuring that public health and safety aspects are better understood and addressed. As well, the new cannabis industry will need to have the ability to develop and test new strains of cannabis, new product forms and new production methods to ensure they can compete with the illegal market. Finally, in its report, the Task Force emphasized the need for more research aimed at understanding, validating and approving cannabis-based medicines, and on the possible health benefits and harms of cannabis use.

Consistent with the overall principles of establishing regulatory requirements based on risk, it is proposed that the regulations establish a streamlined framework applying to activities with cannabis for the purpose of research, with security requirements based on the type of research being undertaken.

It is proposed that any person in Canada would be eligible to apply for an authorization to conduct research. This would include academic researchers, licence holders and industry. Based on the details of the research being undertaken, a research authorization could authorize any activity in relation to cannabis (including its possession, cultivation, processing, storage, administration, transportation, etc.), with the exception of its sale. However, there would be provisions to enable the commercialization of novel research and development (for example, the sale of new plant genetics).

Physical security requirements would be tailored to the level of risk of diversion associated with the specific research being conducted, consistent with requirements for the various classes of licences set out in part 2.3 of this consultation paper. For research involving the cultivation of cannabis, researchers would be subject to the same physical security requirements as with a cultivation licence (standard, micro or nursery), depending on the number of mature plants used in the research. For research activities involving the processing or manufacturing of cannabis products (for example, dried cannabis or cannabis oil), the physical security requirements applicable to an analytical testing licence would be required.

As well, it is proposed that the regulations provide the Minister with the authority to require individuals involved in the research to hold a valid security clearance, depending on the type of research being undertaken and the quantity and form of cannabis involved.

In addition, holders of research authorizations would be required to adhere to any reporting requirements specified by the Minister in issuing an authorization (consistent with the requirements respecting the record keeping and reporting of research and development activities undertaken by licensed organizations described in section 2.3.7 of this consultation paper). These requirements may include reporting into the Cannabis Tracking System discussed in section 4 of this consultation paper if the research activities involve high volumes of cannabis. As well, authorization holders would generally be required to destroy all cannabis once the research activities are complete and/or upon the expiration or revocation of their authorization.

2.5 Applications for Licences and Permits

APPLICATION REQUIREMENTS

The proposed Cannabis Act provides the Minister of Health with the authority to specify how applications must be submitted and what information must be provided in an application (including, financial information). It is proposed that the Minister would specify these requirements in an administrative document (such as an application guide, published on Health Canada's website).

GROUNDS FOR REFUSAL, SUSPENSION AND REVOCATION

The proposed Cannabis Act sets out the grounds upon which the Minister of Health may refuse to issue a licence or permit. These include, for example, that the applicant is under the age of 18, is not ordinarily resident in Canada, or that a security clearance in respect of the application has been refused or cancelled. In addition, the proposed Act specifies grounds under which the Minister may suspend or revoke a licence or permit.

The Governor in Council has the authority to specify additional grounds for refusal or revocation in regulations. It is proposed that the regulations add that the Minister may refuse to issue a licence, or revoke a licence, in the event that the applicant or licence holder fails to obtain or maintain other required federal licences or authorizations.

3 SECURITY CLEARANCES

It is proposed that select personnel associated with certain licences issued under the proposed Cannabis Act hold a valid security clearance issued by the Minister of Health. The regulations would enable the Minister to refuse to grant security clearances to individuals with associations to organized crime; or with past convictions for, or an association with, drug trafficking, corruption or violent offences. This is the approach in place today under existing regulations governing the licensed production of cannabis for medical purposes, which were designed to protect the integrity of the legal production system.

Health Canada acknowledges that there are individuals who have histories of non-violent, lower-risk criminal activity (for example, simple possession of cannabis, or small-scale cultivation of cannabis plants) who may seek to obtain a security clearance so they can participate in the legal cannabis industry. Part of the purpose of this consultation is to solicit feedback from interested parties on whether these individuals should be permitted to participate in the legal cannabis industry.

3.1 Context

As discussed in section 2.3.5 of this consultation paper, it is proposed that select personnel associated with certain licences issued under the proposed Cannabis Act hold a valid security clearance issued by the Minister of Health. The main purpose of these requirements is to mitigate against the risks that individuals associated with organized crime could infiltrate licensed organizations and use their position to conduct illegal activities with cannabis to the benefit of criminal organizations.

This section of the consultation paper sets out the proposed approach that the Minister of Health would follow for the issuance of security clearances under the Cannabis Act regulations.

3.2 Decision to Grant a Security Clearance

It is proposed that the regulations provide that the Minister of Health may issue security clearances to individuals who do not pose an unacceptable risk to the integrity of the control of the production and distribution of cannabis under the proposed Act and its regulations.

The regulations would specifically enable the Minister to refuse to grant clearances to individuals associated with organized crime. The Minister would also have the ability to refuse to grant clearances to individuals with past convictions for, or an association with, drug trafficking (particularly trafficking to young persons); corruption (for example, money laundering or fraud); or violent offences (which may, among other risks, indicate a risk to the safety of Health Canada inspectors).

In making decisions, the Minister would take into account information provided by an applicant for a security clearance, as well as information resulting from a criminal record check and a law enforcement record check (for example, charges and/or convictions, circumstances related to same, frequency, date of last charge or conviction, any known affiliations or associations with organized crime, etc.). Each application for a security clearance would be assessed on its own merits.

Taken together, this proposed approach is consistent with the approach currently in place for the licensed production of cannabis for medical purposes under the ACMPR, which is designed to protect the integrity of the legal production system.

Health Canada acknowledges that there are individuals who have histories of non-violent, lower-risk criminal activity (for example, simple possession of cannabis, or small-scale cultivation of cannabis plants) who will seek to obtain a security clearance so they can participate in the legal cannabis industry. Part of the purpose of this consultation is to solicit feedback from interested parties on whether these individuals should be permitted to participate in the legal cannabis industry.

3.3 Criminal Record and Law Enforcement Record Checks

It is proposed that the regulations would require the Minister of Health to conduct the following checks prior to making a determination whether to issue or refuse a security clearance:

- · A criminal record check; and
- A check of the relevant files of law enforcement agencies, including intelligence gathered for law enforcement purposes.

As well, it is proposed that the regulations authorize the Minister to conduct these checks at any point after a security clearance has been issued (during the period in which it is valid) for the purpose of determining whether or not to suspend or cancel the clearance.

3.4 Validity Period

When granting a security clearance, it is proposed that the regulations would authorize the Minister to set a validity period and expiration date for the clearance. This would be based on the level of risk posed by the applicant, taking into consideration the information described in section 3.2. In all cases, it is proposed that the regulations would require that the expiry date be no more than five years after the day on which the clearance was granted. If a security clearance is initially granted for less than five years, it is proposed that the Minister would have the ability to extend the validity period of the clearance to a total of five years.

3.5 Portability of Security Clearances

Currently under the ACMPR, a licensee must notify the Minister if an individual holder of a security clearance no longer requires the clearance as part of his or her duties and responsibilities within the organization (for example, the individual leaves the organization to accept employment with another licensee). In these circumstances, the security clearance in respect of the individual would be cancelled.

The current requirement to cancel the security clearance is regarded as creating a barrier to the movement of employees within the industry and creates unnecessary administrative burden associated with the re-clearance of these individuals. As a result, it is proposed that the regulations would provide for individuals to maintain a valid security clearance when transferring employment between licensees. Licence holders would still be required to notify the Minister when there is a change in the individual occupying any key position that requires a valid security clearance (see section 2.3.5 of this consultation paper).

3.6 Refusal to Grant a Security Clearance

It is proposed that, in the event that the Minister decides to refuse an application for a security clearance, the regulations require the Minister to notify the applicant in writing. The notice would set out the basis for the Minister's decision, and the applicant would be provided with a reasonable period of time to make written representations in response to the refusal notice.

3.7 Suspension or Cancellation of a Security Clearance

It is proposed that the regulations would provide the Minister with the authority to suspend a security clearance upon receipt of information that the individual may represent an unacceptable risk to the integrity of the system, including information related to charges under federal statues such as the *Criminal Code*, as will be described further in section 3.8. In such an instance, the Minister would be required to provide notice to the holder of the security clearance, including the basis for the suspension, and provide the holder of the security clearance with a reasonable period of time to make written representations before making a decision to reinstate the security clearance or cancel it.

It is proposed that the regulations would provide the Minister with the authority to cancel a security clearance at any point where the Minister is of the opinion that the holder of the clearance poses an unacceptable risk to the integrity of the control of the production and distribution of cannabis under the proposed Act and its regulations, including the risk of cannabis being diverted to an illegal market or activity. In such a circumstance, the Minister would be required to notify the holder of the security clearance and inform the holder of the security clearance of the basis of the cancellation. The regulations would require that the Minister provide the clearance holder with a reasonable period of time to make written representations in response to the notice before the cancellation of the security clearance.

In the event that a security clearance is suspended or cancelled affecting a key position, or that the incumbent of a key position leaves the organization, it is proposed that the regulations would provide a reasonable period of time for an alternate individual to be identified and granted a security clearance.

3.8 Application for Security Clearance

It is proposed that the regulations limit those individuals who are eligible to apply for a security clearance to only those individuals who are required to hold a security clearance as described in section 2.3.5 of this consultation paper:

- Individuals occupying a "key position" in the organization.
- Directors and officers; any shareholders that own more than 25% of the organization (if it is privately held) or more than 25% of a privately held parent company; and individuals in a position to legally bind the licence applicant or holder.
- Individuals identified by the Minister of Health as requiring a security clearance based on the nature of their position and the level of risk associated with same.

The regulations would provide that an individual would not be eligible to apply for a security clearance if, in the preceding five years, the individual had been refused a security clearance or had their security clearance cancelled. It is also proposed that the holder of a valid security clearance be required to notify the Minister of Health if they are charged with any offence under the *Criminal Code*, the proposed Cannabis Act, the CDSA or the *Food and Drugs Act*. Based on this new information, the Minister of Health could suspend the security clearance (as set out in section 3.7). It is proposed that the Minister would specify the information that an individual would be required to submit in an application for a security clearance in an administrative document (such as an application guide, published on Health Canada's website). In general, it is proposed that the information required be consistent with the current requirements set out in the ACMPR. In addition, it is proposed an applicant would be required to provide information about any previous criminal charges, including those that did not result in a conviction.

CANNABIS TRACKING SYSTEM

The proposed Cannabis Act authorizes the Minister to establish and maintain a national Cannabis Tracking System. The purpose of this system would be to track cannabis throughout the supply chain to help prevent diversion of cannabis into, and out of, the legal market. A ministerial order would set out who would be required to report into the system, as well as the information that would need to be reported. It is proposed that any person authorized to conduct activities with cannabis (whether federally or at the provincial or territorial level) would be required to report into the Cannabis Tracking System.

4.1 Context

Part 6 of the proposed Cannabis Act authorizes the Minister of Health to establish and maintain a national Cannabis Tracking System (CTS) to enable the tracking of cannabis throughout the supply chain. Combined with the physical and personnel security requirements for licensees set out in section 2.3 of this consultation paper, the CTS would help prevent cannabis in the legal supply chain from being diverted to an illegal market or activity, as well as help to prevent illegal cannabis from being a source of supply in the legal market.

In order to establish and maintain the CTS, the proposed Act would provide the Minister of Health with the authority to make a ministerial order that would require certain persons named in the order to report specific information about their authorized activities with cannabis, in the form and manner specified by the Minister. In this context, the ministerial order would be similar to a regulation made by the Governor in Council, in that it would establish legal obligations that would need to be respected. The Minister of Health could not require the reporting of any personal information about consumers who purchase cannabis at the retail level.

The CTS would enable a single reporting platform to track the movement of cannabis throughout the supply chain that could be used by various government authorities to verify compliance or prevent non-compliance with other federal, provincial, or territorial laws respecting cannabis.

4.2 Persons Required to Report

It is proposed that the ministerial order would require any class of person authorized to conduct activities with cannabis, either through the proposed Cannabis Act or through provincial or territorial legislation, to report the information described in section 4.3 into the CTS.

4.3 Required Information

It is proposed that the ministerial order would require the reporting of all transactions involving all cannabis (with the exception of industrial hemp as defined in section 2.2.4 of this consultation paper). More specifically, this would include details (such as amounts by lot/batch) on:

- · Cannabis sown, propagated and harvested;
- · Cannabis obtained, returned, ordered, delivered, sent, and sold;
- · Cannabis destroyed;
- Cannabis used at each stage of production (such as when it is transformed from one product class or form into another, or when it is chemically synthesized);
- · Cannabis used in research and development; and
- · Loss and theft.

Monthly tracking has been in place for current licensed producers since October 2013. This reporting mechanism provides Health Canada with data regarding cultivation and production, volumes of inventories and sales, number of shipments, and amount destroyed. This monthly tracking process represents the basis for what the ministerial order may require in terms of reporting. Health Canada will explore how the current monthly reporting requirements can be expanded to capture data at various points in the overall supply chain.

For industrial hemp, it is proposed that licence holders would only need to report transactions involving the transfer of leaves, flowers and branches to another licence holder (and they would not need to report the destruction of this material in the CTS should they choose not to sell it).

4.4 Frequency of Reporting

It is proposed that the CTS would be a data collection tool that would show, across the supply chain, both inventory and production levels, as well as high-level movements of cannabis (for example, from cultivator to processor, from processor to a provincial distributor, or from within the province or territory to retailer, etc.). The CTS would expand on the current reporting process used by licensed producers of cannabis for medical purposes under the ACMPR. Information would need to be reported on a monthly basis, with the exception of losses and thefts, which would be required to be reported within 10 days of detection.

4.5 Disclosure of Information

The proposed Cannabis Act would provide the Minister of Health with the authority to share information in the CTS with other government authorities under certain circumstances. These include, for example, disclosing information to a provincial or territorial government for the purpose of enforcing a provincial or territorial law authorizing the wholesale distribution or retail sale of cannabis.

The proposed Cannabis Act would provide the Governor in Council with the authority to specify additional circumstances under which the Minister of Health may disclose information in the CTS. It is proposed that the regulations specify that the Minister may disclose information to a provincial or territorial government for the purpose of administering cannabis-related public health programs or activities.

4.6 Submission of Information

The reporting process would include an online portal that would be accessible to federally-, provincially-, and territorially-regulated parties and would allow these parties to report their data online. The data would then be captured in a case management system, where Health Canada could verify, and analyze, as required, the data received.

CANNABIS PRODUCTS

It is proposed that the regulations would establish rules and standards for the production of cannabis products, and would seek to:

- Provide adults with access to quality-controlled cannabis products of known potency;
- Enable a range of product forms to help the legal industry displace the illegal market;
- · Reduce the appeal of cannabis products to youth; and
- Reduce the risk of accidental consumption of cannabis by young persons.

The initial regulations would permit the sale to the public of: dried cannabis, cannabis oil, fresh cannabis, cannabis plants, and cannabis seeds. The sale of edibles and concentrates to the public would be enabled within one year following the coming into force of the proposed Act.

5.1 Context

Schedule 4 of the proposed Cannabis Act sets out the classes of cannabis that may be sold to the public. The sale of any class of cannabis not included in Schedule 4 would be prohibited. The proposed Act would provide the Governor in Council with the authority to develop regulations respecting the characteristics, composition, strength, concentration, potency, intended use, sensory attributes such as appearance and shape, purity, quality or any other property of any class of cannabis.

With a view to reducing their appeal to youth, the proposed Act would prohibit the sale of cannabis that has an appearance, shape or other sensory attribute for which there are reasonable grounds to believe could be appealing to youth.

The Government recognizes that cannabis products of all types are currently available in Canada through the illegal market. Cannabis products supplied through these means are unregulated and untested and may therefore pose a health risk if consumed, with no measures for recalls or product tracking. Part of the Government's strategy to displace the illegal market is to enable a legal industry that offers consumers a range of legal cannabis products that meet strict regulatory standards.

Classes of Cannabis under the proposed Cannabis Act 5.2

The proposed Cannabis Act would permit the sale of the following five classes of cannabis at the outset: dried cannabis, cannabis oil, fresh cannabis, cannabis plants, and cannabis seeds.

The proposed Act would provide the Minister with the ability to develop regulations to amend Schedule 4 to add other classes of cannabis. Edibles and concentrates would automatically be added to Schedule 4 one year following the coming into force of the Act, which would provide time for the Government to develop and consult on appropriate regulatory controls.

DRIED CANNABIS 5.2.1

The proposed Cannabis Act defines dried cannabis as "any part of a cannabis plant that has been subjected to a drying process, other than seeds." This is consistent with the definition of dried cannabis under the current Access to Cannabis for Medical Purposes Regulations.

5.2.2 **CANNABIS OIL**

It is proposed that cannabis oil would be defined as an oil-based solution that contains cannabis, and that is in liquid form at room temperature (22 +/-2 degrees Celsius), and does not contain more than 30 milligrams of THC per millilitre of oil.

5.2.3 CANNABIS PLANT SEEDS

It is proposed that cannabis seeds would be defined as a viable seed from a cannabis plant.

5.2.4 **CANNABIS PLANTS**

The proposed Cannabis Act defines cannabis plants as "a plant belonging to the genus Cannabis."

5.2.5 FRESH CANNABIS

It is proposed that fresh cannabis would be defined as freshly harvested parts of the cannabis plant that have not been subjected to a drying process, excluding seeds or other plant material that can be used to propagate cannabis. It is proposed that fresh cannabis must have a total water content of 50% or more, by weight.

5.2.6 EDIBLES CONTAINING CANNABIS

This class would include edible products, such as foods or beverages, that contain cannabis. A precise definition would be set out in a subsequent regulatory proposal.

5.2.7 CANNABIS CONCENTRATES

This class would include products such as hashish, wax, shatter and vaping solutions. A precise definition would be set out in a subsequent regulatory proposal.

5.3 Product Forms

Under the ACMPR, only cannabis oil is permitted to be sold in certain dosage forms (for example, capsules); dosage forms for dried and fresh cannabis are not permitted. Under the new regulatory framework, it is proposed that a range of product forms be enabled for dried and fresh cannabis, to help the legal industry displace the illegal market. Additional product forms could include, for example, pre-rolled cannabis and vaporization cartridges manufactured with dried cannabis. Product forms for cannabis oil, such as cannabis oil capsules, oral sprays, and cannabis oil intended for topical application, would continue to be permitted.

It is proposed that regulatory requirements respecting the maximum THC content per unit be based on how the product is represented to be consumed.

For dried cannabis products intended for inhalation, whether by smoking or by vaporization, single use product forms (such as pre-rolled cannabis) would not be able to contain more than one gram of dried cannabis.

Based on experience in U.S. jurisdictions that have legalized cannabis, as well as experience under the ACMPR regulating cannabis oil, it is proposed that for cannabis products intended for ingestion (including those comprised of dried cannabis, fresh cannabis or cannabis oil), a single unit would not contain more than 10 milligrams of THC. For example, no more than 10 milligrams of THC per capsule or no more than 10 milligrams of THC delivered per dose of a metered product, such as a spray, would be permitted.

As mentioned above, cannabis oil would be subject to a 30 milligrams per millilitre limit on THC concentration. Cannabis oil products intended for topical application would be subject to the same THC concentration limit and the label would need to clearly indicate that the product was not intended to be ingested.

5.4 Ingredients and Composition of Cannabis Products

The proposed Cannabis Act would prohibit the sale of any mixture of substances that contain cannabis and any prohibited substance listed in Schedule 5 of the Act. Currently, the prohibited substances listed in Schedule 5 are nicotine, caffeine and ethyl alcohol. The Minister of Health would have, by order, the authority to amend Schedule 5 (for example, to specify additional prohibited substances or to provide exemptions to permit the use of these substances in certain classes of cannabis). It is not proposed that Schedule 5 of the Act be amended at this time.

In addition to Schedule 5 of the Act, the Governor in Council would have the authority to make regulations respecting the composition of cannabis or any class of cannabis. It is proposed that processors would not be permitted to manufacture products containing more than one class of cannabis in a single product. For fresh and dried cannabis, it is proposed that additives would be prohibited, meaning that additional ingredients such as fillers, flavourings or colourants could not be added to a product in either of these two classes.

For cannabis oil, it is proposed that no additives aside from the carrier oil and those that are necessary to preserve quality or stability of the product would be permitted, meaning that no flavouring agents would be permitted (other than those naturally-occurring in the carrier oil). All additives used would be required to be suitable for their intended use (for example, suitable for ingestion or topical use), and would need to conform to the appropriate grade, such as pharmaceutical or food grade. If a cannabis oil product is intended for topical use, it could not contain known skin irritants or sensitizers. Additionally, no substance in the oil aside from cannabis could act to inhibit or enhance the effects of the natural cannabinoids.

6 PACKAGING AND LABELLING

It is proposed that the regulations would set out requirements pertaining to the packaging and labelling of cannabis products. The proposed packaging and labelling requirements would promote informed consumer choice and allow for the safe handling and transportation of cannabis. All cannabis products would need to be packaged in a manner that is tamper-evident and child-resistant.

Health Canada is proposing strict limits on the use of colours, graphics, and other special characteristics of packaging to curtail the appeal of products to youth. To ensure that consumers make informed decisions and to avoid misuse, products would be required to be labelled with specific information about the product, contain mandatory health warnings similar to tobacco products, and be marked with a clearly recognizable standardized cannabis symbol.

6.1 Context

Part 1 of the proposed Cannabis Act includes general prohibitions on the promotion, packaging and labelling, and the display of cannabis and cannabis accessories. The proposed Cannabis Act prohibits the sale of cannabis and cannabis accessories that, among other things, are packaged and labelled in a manner that is appealing to youth or includes elements intended to encourage consumption, such as lifestyle branding elements or testimonials.

The proposed Act would provide the Governor in Council with the authority to make regulations respecting the packaging and labelling of cannabis and cannabis accessories, including the information that must appear on packages and labels.

It is proposed that the regulations set out comprehensive packaging and labelling requirements that licensed processors would need to follow for classes of cannabis that are authorized for sale (dried cannabis, fresh cannabis, cannabis oil, plants and seeds). These requirements would not apply to industrial hemp, which would be subject to packaging and labelling requirements similar to those in place under the *Industrial Hemp Regulations*. Additional packaging and labelling requirements for products also regulated under the *Food and Drugs Act* are described in section 8 of this consultation paper.

6.2 Packaging

All cannabis products would need to be packaged in a manner that is tamper-evident, child-resistant, prevents contamination, and keeps cannabis dry, consistent with the requirements in the ACMPR. In addition, it is proposed that the regulations would enable both inner and outer packaging in order to accommodate new product forms, and require packaging to be opaque.

The maximum amount of cannabis in a single package would be 30 grams of dried cannabis, or the equivalent amount for other classes of cannabis, as outlined in Schedule 3 of the proposed Cannabis Act. For example, for cannabis oil, the maximum amount would be 2.1 litres (assuming a specific gravity of one gram per millilitre). These proposed maximum package amounts would be consistent with the amount of cannabis that the adults would be able to possess in public places upon coming into force of the proposed Cannabis Act.

6.3 Labelling

It is proposed that general labelling requirements would be the same for all cannabis products, regardless of whether the cannabis is sold for medical or non-medical purposes. However, additional client-specific information would be required to be affixed to the label of cannabis products intended for medical purposes, consistent with the current requirements set out in the ACMPR. Client-specific labels can be used to demonstrate to law enforcement that an individual is authorized to possess amounts that might be in excess of what is permitted under the proposed Act (for example, 30 grams of dried or equivalent in public).

Licensed processors would be required to label the package in which the cannabis product is contained, and do so in both official languages. It is proposed that the regulations would set out the following general labelling requirements:

- · Name and contact information of the processor who packaged the product;
- · Product description;
- · Product lot number;
- Product weight or volume, depending on the product class;
- Packaging date (and expiry date, if one has been set);
- · Recommended storage conditions;
- THC/CBD content (expressed as the percentage of THC/CBD the product could yield, and by unit or dose, if applicable); and
- Inclusion of the statement: "KEEP OUT OF THE REACH OF CHILDREN".

Further, it is proposed that labels for cannabis oil products would be required, among other things, to list the type of carrier oil used and the name of certain allergens.

Finally, it is proposed that the regulations would require products containing dried cannabis, fresh cannabis or cannabis oil to carry (either as part of the product label, attached to the product container, or attached to an outer package) additional consumer information developed by Health Canada. This information would provide adult consumers with health and safety information, such as precautions and directions for use, and would be updated periodically to take into account new information about risks and effects.

Additional labelling requirements may be required for taxation purposes; these will be subject to a separate consultation on regulations under the authority of the Minister of Finance.

6.4 Health Warning Messages

To enhance public awareness of the health risks of cannabis use, it is proposed that, similar to what is done currently for tobacco products, rotating mandatory health warnings would be required on all product labels. In addition to messages about the health effects of cannabis use, it is proposed that health warning messages be developed for the following:

- · Prevention of accidental ingestion;
- · Risks associated with different methods of use;
- Risks associated with cannabis use during pregnancy;
- · Dangers of impaired driving;
- · Risks of combining cannabis with other substances, such as alcohol; and
- · Impacts of cannabis use on mental health.

6.5 Standardized Cannabis Symbol

In order to prevent accidental ingestion, it is proposed that products intended for ingestion that contain more than 10 parts per million (10 ppm) THC (equivalent to 0.001% THC) be labelled with a clearly recognizable standardized cannabis symbol.

Appearance of Packaging 6.6

Use of colour, graphics, and font size on the product (package and label) would be strictly regulated in order to ensure that the key information, such as the standardized cannabis symbol and the health warning messages, would be the most prominently displayed elements. Potential measures may include:

- Limiting the use of colours on packaging;
- · Standard font type, size, and colour for brand elements relative to other information displayed on the package; and/or
- Restrictions on the use of brand elements, including relative size, colour, and place on the package.

Further to this, text and graphics used in brand elements could not be appealing to youth and would be subject to the packaging and labelling restrictions in the proposed Cannabis Act. Health Canada is also considering establishing standards (such as limiting use of colour and size) of these brand elements.

7 CANNABIS FOR MEDICAL PURPOSES

Consistent with the advice of the Task Force on Cannabis Legalization and Regulation, a distinct system will be maintained to provide patients with reasonable access to cannabis for medical purposes. The proposed regulations would continue to enable individuals who have the support of their healthcare practitioner (including those under 18 years of age) to access cannabis for medical purposes by:

- · Purchasing from a federally-licensed seller of cannabis for medical purposes;
- · Cultivating their own cannabis, if over the age of 18 (personal production); or
- Designating someone to grow cannabis on their behalf (designated production).

The proposed medical access regulatory framework would remain substantively the same as it currently exists, with proposed adjustments to: create consistency with rules for non-medical use, improve patient access, and reduce the risk of abuse of the system.

7.1 Context

Consistent with the advice of the Task Force on Cannabis Legalization and Regulation, the Government of Canada has indicated that it intends to maintain a distinct framework under the proposed Cannabis Act to provide access to cannabis for medical purposes. The Task Force also recommended that the Government monitor and evaluate patients' reasonable access to cannabis for medical purposes during the implementation of the proposed Cannabis Act, and then evaluate the medical access framework within five years of implementation of the law, which the Government intends to do.

In developing the supporting regulations setting out the framework for providing access to cannabis for medical purposes under the proposed Cannabis Act, the government's objective is to ensure that rules surrounding patient access remain largely unchanged from the current framework. In particular, it is proposed that the following key features of the proposed framework would remain the same as the current system:

- Individuals with a medical need, and who have the support of their health care
 practitioner, would continue to be able to access cannabis for medical purposes
 in three ways:
 - i. by registering with a federally-licensed seller of cannabis for medical purposes to purchase quality-controlled cannabis and to have it delivered by means of secure shipping;

- ii. by registering with the Minister of Health to produce a limited amount for their own medical purposes; or
- iii. by registering with the Minister of Health and designating someone to produce it on their behalf.
- There would continue to be no age restrictions. As is currently the case, individuals
 under the age of 18 could register to access cannabis for medical purposes, provided
 they have the support of their health care practitioner; however, they could not
 register to produce cannabis themselves.
- The possession limit, in a public place, for medical purposes would remain the lesser
 of either a 30-day supply (as authorized by a health care practitioner) or 150 grams
 of dried cannabis (or the equivalent amount of cannabis in another class, as outlined
 in Schedule 3 of the proposed Cannabis Act).

While it is proposed that these key features of the medical access framework would remain in place, certain improvements are being proposed for the new regulations with the goal of facilitating patient access to cannabis for medical purposes. These improvements are described further below.

7.2 Accessing Cannabis for Medical Purposes

It is proposed that the way in which individuals access cannabis for medical purposes would remain largely unchanged. In order to purchase or cultivate cannabis for medical purposes, individuals would need to have the support of an authorized health care practitioner, who would provide the patient with a medical document supporting access.

As is currently the case under the ACMPR, authorized health care practitioners would include physicians in all provinces and territories, as well as nurse practitioners in provinces and territories where supporting access to cannabis for medical purposes is included under their scope of practice or in legislation.

The medical document would continue to signify the health care practitioner's support for access to cannabis for medical purposes. As is currently the case, the medical document would indicate, among other things, the daily quantity of cannabis supported by the health care practitioner (in grams of dried cannabis). This medical document would continue to be required for an individual to register with a federally-licensed seller of cannabis for medical purposes or with Health Canada. The period of use—up to one year—would need to be indicated by the authorized health care practitioner.

7.2.1 PROPOSED CHANGES: IMPROVING PATIENT ACCESS

To facilitate patient access, it is proposed that individuals could request the return of their medical document from a federally-licensed seller or the transfer of a valid medical document to a different federally-licensed seller of cannabis for medical purposes. Should a federally-licensed seller of cannabis for medical purposes cancel a registration (if, for example, the desired strain of cannabis were no longer available), then the licensed seller must either return the medical document to the client or transfer the medical document to another licensed seller of cannabis for medical purposes of the patient's choosing. Also, in the event of mergers and acquisitions between licensed sellers of cannabis for medical purposes, the transfer of medical documents between licensed sellers would be possible, provided that clients provide their consent.

In addition, it is proposed that the period of use of a registration—whether the registration is with a federally-licensed seller of cannabis for medical purposes or with Health Canada—would begin on the date of initial registration, and not on the date that the medical document was signed by the health care practitioner, as is currently the case.

Given that it would be possible to return and transfer the medical document, it is proposed that federally-licensed sellers of cannabis for medical purposes would be required to date stamp the medical document when it is first used for registration so that the beginning of the period of use could be established.

It is also proposed that the regulations would remove the 30-day limitation period for the purchase for cannabis from a federally-licensed seller of cannabis for medical purposes—whereby a licensed seller cannot fill multiple orders within a 30-day period that would result in more than a 30-day supply of cannabis being provided to a client—be removed.

7.3 Health Care Practitioners

It is proposed that health care practitioners would continue to support the use of cannabis for medical purposes by completing a medical document. The medical document would contain similar information to that of a prescription. Specifically, the authorized health care practitioner would have to indicate his or her licence information, the name and date of birth of the patient, a period of use of up to one year, and a daily quantity expressed in grams of dried cannabis.

A health care practitioner could continue to transfer cannabis to a person under his or her professional care or to an individual who is responsible for that person. The proposed framework would maintain provisions related to the administration of cannabis in hospital settings.

7.3.1 PROPOSED CHANGES: HEALTH CARE PRACTITIONERS

Currently, the *Narcotic Control Regulations* (NCR) under the CDSA require Health Canada to issue notices related to certain health care practitioners who have contravened a rule of conduct or been found guilty of a designated drug offence under the NCR or the ACMPR. These notices advise licensed producers and pharmacists not to fill orders for cannabis on the basis of a medical document provided by the practitioner. It is proposed that similar provisions would be included within the new regulatory framework under the proposed Cannabis Act.

7.4 Personal and Designated Production

As is currently the case under the ACMPR, individuals who register with the Minister of Health to produce a limited amount of cannabis for their own medical purposes, or who designate someone to produce on their behalf, would continue to receive a registration certificate upon successful registration. If applicable, a document containing information relating to the production would be sent to the designated person. The registration certificate would provide the individual with the necessary information to understand the activities they have been authorized to conduct.

Currently, an individual can produce under a maximum of two registrations, and a maximum of four registrations per production site is permitted. It is proposed that these limits would continue.

It is proposed that registrations could be cancelled by the Minister of Health for reasons such as:

- ineligibility of the registered person or designated producer;
- the registration was issued on the basis of false or misleading information;
- the registration is to produce at a site where there is already production under four registrations;
- the health care practitioner no longer supports the individual's use of dried cannabis for clinical reasons; or
- the registered person dies or ceases to be ordinarily resident in Canada.

These proposed grounds for cancellation are consistent with those under the ACMPR. The Minister of Health would continue to give the registered person written notice of the reasons for the proposed cancellation and an opportunity for the registered person to be heard.

7.4.1 PROPOSED CHANGES: PERSONAL AND DESIGNATED PRODUCTION

Currently, the ACMPR provide that the Minister must register an individual to produce cannabis for their own medical needs, or to designate someone to produce it for them, if they meet the requirements under the regulations. The ACMPR outline a limited number of reasons why an application for a registration may be refused:

- ineligibility of the applicant or designated person (not an adult, not ordinarily resident of Canada, having been convicted of certain types of criminal offences, etc.);
- that the individual who signed the medical document is not authorized (for example, is not a healthcare practitioner);
- that the applicant information on the medical document does not match the information on the application;
- the health care practitioner no longer supports the use of cannabis for clinical reasons; or
- · any information submitted in the application is false or misleading.

The refusal provisions of the ACMPR do not include any discretionary grounds for refusal based on risks to public health or safety.

It is proposed that a provision be added to the regulations that would provide the Minister the ability to refuse the issuance, renewal or amendment of the registration if the issuance, renewal or amendment would likely create a risk to public health or public safety, including the risk of cannabis being diverted to an illegal market or use.

7.5 Production Limits and Storage Requirements

It is proposed that the regulations would continue to use established formulas for converting the daily quantity of dried cannabis indicated in the medical document into a maximum number of plants that may be in production under the registration. A registered person would continue to be able to access starting materials (i.e., seeds or plants) and/or interim supply from a licensed retailer of cannabis for medical purposes.

7.5.1 PROPOSED CHANGE: STORAGE OF CANNABIS BY PERSONAL AND DESIGNATED PRODUCERS

It is proposed that personal and designated producers would continue to be required to attest to securely storing cannabis, but there would no longer be limits on where and how much cannabis could be stored, as no such limits are outlined in the proposed Cannabis Act pertaining to the possession of cannabis (other than the limit of possessing no more than 30 grams of dried cannabis or its equivalent in public).

7.6 Sharing of Information with Law Enforcement, Licensing Authorities, and Licensed Sellers

It is proposed that the Minister of Health would continue to be able to share certain information with law enforcement, provincial and territorial health care licensing bodies and federally-licensed sellers of cannabis for medical purposes.

SHARING OF INFORMATION WITH LAW ENFORCEMENT

Consistent with the information sharing provisions currently in place under the ACMPR. under the proposed regulations, the Minister of Health would be able to share limited information with police in the context of an investigation. This would include information, such as whether an individual is a registered or designated person, the address of the production site, the plant limit, and the possession limit. Health Canada currently provides support to law enforcement for this purpose 24 hours per day, 7 days a week.

SHARING OF INFORMATION WITH PROFESSIONAL LICENSING AUTHORITIES

Under the proposed regulations, the Minister of Health would continue to be required to provide provincial and territorial health care licensing authorities with information about a health care practitioner obtained under the Cannabis Act and its regulations, when requested by a licensing authority in specific circumstances (such as to support a professional investigation). The Minister would also continue to have the authority to proactively share certain information with provincial and territorial health care licensing authorities about health care practitioners who provided a medical document in support of a registration.

8 HEALTH PRODUCTS AND COSMETICS WITH CANNABIS

In keeping with the objectives of the proposed Cannabis Act to legalize and strictly regulate cannabis, and the health and safety mandate of the *Food and Drugs Act*, Health Canada is proposing a scientific, evidence-based approach for the oversight of health products with cannabis that are approved with health claims, including prescription and non-prescription drugs, natural health products, veterinary drugs and veterinary health products, and medical devices. Market access would be maintained for previously approved health products with cannabis, including prescription drugs that have been approved for the treatment of serious conditions. The use of cannabis-derived ingredients (other than certain hemp seed derivatives containing no more than 10 parts per million THC) in cosmetics is currently prohibited; moving forward, it is proposed that cosmetics containing cannabis-derived ingredients would be subject to provisions of the proposed Cannabis Act.

8.1 Context: current legislative framework

Under the current legislative framework, the CDSA and the FDA work together to establish strict parameters for the sale of health products and cosmetics containing controlled substances, such as cannabis, which might affect a person's mental processes (for example, create a "high" or other form of impairment).

Currently, cannabis is listed as a controlled substance under the CDSA. It is also subject to the FDA because it meets the definition of a drug, which includes any substance sold to modify organic function in humans or animals, or to treat, mitigate, or prevent health issues.

The FDA aims to protect and promote the health of Canadians by regulating the safety, efficacy and quality of health products that are approved with health claims, such as prescription and non-prescription drug products for human and veterinary use, natural health products (NHPs), veterinary health products (VHPs), and medical devices. These health products can only be sold if they have been approved by Health Canada following a scientific review. The FDA also sets out regulations for cosmetics, but there is no pre-market review or approval of cosmetics in Canada. However, all cosmetics sold in Canada must be safe to use and must meet the requirements of the FDA and the *Cosmetics Regulations*.

8.2 Currently-approved health products with cannabis

Should the proposed Cannabis Act receive Royal Assent, steps would need to be taken to ensure ongoing access to existing health products with cannabis (including prescription health products, NHPs, VHPs, and medical devices) and a pathway to market for new products.

Currently, drugs containing cannabis, authorized under the FDA, are restricted to prescription-only access because cannabis is a controlled substance under the CDSA.

The current cannabis listing under the CDSA (as well as the definition of cannabis under the proposed Cannabis Act) excludes some cannabis parts (i.e., non-viable cannabis seeds, with the exception of its derivatives, and mature cannabis stalks that do not include leaves, flowers, seeds or branches, and fibre derived from such stalks). Furthermore, the *Industrial Hemp Regulations* exclude hemp seed derivatives (e.g., hemp seed oil) and products made from those derivatives from the application of the CDSA for certain activities such as their retail sale, provided they meet certain conditions and contain no more than 10 micrograms of THC per gram (equivalent to 10 parts per million, or ppm). These cannabis parts have been included in NHPs and VHPs that make health claims; this has been permitted provided they contain no more than 10 ppm THC and no other controlled substances. The 10 ppm limit is generally recognized as safe because there is very little risk of psychoactivity.

Devices used for the consumption of cannabis for medical purposes can be authorized as medical devices under the FDA, subject to the medical device licensing process.

Within the existing regulatory framework, the following health products with cannabis have been approved:

- Prescription drugs with cannabis: Two (2) approved for serious conditions
 - Sativex contains THC and CBD for treating spasticity and neuropathic pain from multiple sclerosis
 - Marinol contains THC for AIDS-related anorexia and nausea and vomiting from chemotherapy (this product was voluntarily withdrawn from the market by its manufacturer)
- NHPs and VHPs containing parts of the cannabis plant permitted for sale, and no more than 10 ppm THC:
 - Approximately 220 NHPs are marketed with minor claims, largely related to antioxidants as a source of protein
 - Nine (9) VHPs marketed for cats, dogs, and non-food horses

- Medical Devices: Two (2) vaporizers for delivery of cannabis for medical purposes
 - Volcano Medic is a table-top unit with balloon for inhalation
 - Mighty Medic is a handheld device for inhalation

In addition, prescription health products containing the synthetic cannabinoid nabilone (used to treat nausea and vomiting from chemotherapy) have been approved. Nabilone, a synthetic cannabinoid which does not exist in nature, does not meet the definition of cannabis under the proposed Cannabis Act (the proposed definition of cannabis includes synthetic phytocannabinoids, i.e., cannabinoids produced by the cannabis plant, such as THC, but does not include other synthetic cannabinoids). Nabilone will remain available under its current CDSA controls (i.e., by prescription only).

8.3 Health Products under the proposed Cannabis Act

In keeping with the objectives of the proposed Cannabis Act to legalize and strictly regulate cannabis, and the health and safety mandate of the FDA, Health Canada will maintain a scientific, evidence-based approach for health products with cannabis that are approved with health claims. These products will be subject to the requirements of the FDA and applicable regulations, including requirements for safety, efficacy and quality.

To address the uncertainties around the health benefits and potential risks of cannabis related to non-medical use, addiction potential or neurological harm (for example, risks to the developing brain), any manufacturer of health products with cannabis would be required to demonstrate robust safety and efficacy evidence prior to being authorized for sale in Canada. The evidence would need to specifically address these potential risks, in addition to other relevant quality information required as part of the review process. Further detail of Health Canada's evidence expectations will be clarified in policy guidance.

Operating under this strict health and safety framework, Health Canada proposes that a number of provisions of the proposed Cannabis Act would apply to health products with cannabis. Where necessary to allow for health products in the appropriate formats, exemptions to certain provisions are also proposed. Subsections 8.3.1 to 8.3.7 explain the proposed pathways to market for different types of health products, followed by an explanation of how the proposed Cannabis Act would apply to them.

8.4 Prescription Health Products

In Canada, health products are only authorized for sale once they have successfully gone through Health Canada's drug review process. This process is the means by which applications are reviewed by scientists at Health Canada to assess the safety, efficacy and quality of a drug. The drug would be evaluated based, among other things, on its specific use, dose, route of administration, and target population. Without successfully completing this process, health products cannot be sold or make a health claim (for example, for temporary relief of the symptoms of colds). Throughout the review, the safety and well-being of Canadians is the paramount concern.

As part of its review, Health Canada considers the need for the oversight of a healthcare practitioner, including the level of uncertainty respecting the drug and its potential harms or risks to human or animal health. Products with indications requiring practitioner oversight (for example, if a drug has dependence and/or addiction potential), are added to the Prescription Drug List (PDL). Substances included on the PDL are limited to sale by prescription only.

8.4.1 PROPOSAL FOR CURRENTLY-APPROVED PRESCRIPTION HEALTH PRODUCTS WITH CANNABIS

Currently-approved health products (i.e., Sativex and Marinol) are restricted to prescription-only access because they contain cannabis, a controlled substance under the CDSA. As these health products were never considered for listing on the PDL because of their controlled status, Health Canada proposes to review their prescription status. Given their indications for the treatment of health conditions that require practitioner supervision, the Department expects that the dosage, route of administration and conditions of use of THC and CBD included in these health products would be listed on the PDL. This would maintain their current prescription-only access.

8.4.2 PROPOSAL FOR NEW PRESCRIPTION HEALTH PRODUCTS

Any submission for a new drug with cannabis would be examined through the usual review process. If any of the criteria for physician oversight are met, the product would be available by prescription only.

8.4.3 PROPOSED ACCESS AND PROMOTIONAL CONTROLS UNDER THE CANNABIS ACT

For currently-approved prescription health products, and any that may be approved in the future, it is proposed that no additional access restrictions (for example, place of sale) under the proposed Cannabis Act be imposed. This is because access to prescription health products that have been reviewed against robust safety, quality, and efficacy evidence are well controlled under the oversight of a healthcare practitioner.

8.5 Non-Prescription Health Products

It is anticipated that Health Canada will receive submissions for new health products containing cannabis with lower levels of THC and CBD than found in currently-approved prescription health products, and with less serious health claims. Health Canada would review these submissions through its usual drug review process. If the drug were found to be safe and effective for use without the oversight of a healthcare practitioner, it would be available as a non-prescription product. This would represent a new pathway to market for non-prescription health products with cannabis.

8.6 Natural Health Products

NHPs are also subject to Health Canada's requirements for safety, efficacy, and quality. The evidence requirements are based on the risk profile of the product.

8.6.1 PROPOSED FRAMEWORK FOR NHPS WITH CANNABIS

The approximately 220 NHPs with cannabis that are currently authorized for sale will continue to be available to Canadians. These NHPs contain parts of the cannabis plant that fall outside of the legal definition of cannabis in the CDSA (or are exempted from the CDSA by virtue of the *Industrial Hemp Regulations*) and contain no more than 10 ppm THC. It is proposed that new NHPs similar to these would also be permitted under the Cannabis Act and its regulations if authorized by Health Canada.

A new pathway is proposed for NHP submissions containing parts of the cannabis plant subject to the proposed Cannabis Act, such as products derived from cannabis flowers containing cannabinoids such as CBD. To minimize the risk of psychoactivity, the same 10 ppm THC limit would be applied to such products. These submissions would be required to demonstrate robust safety and efficacy evidence under the NHP regulatory framework.

The 10 ppm THC limit applicable to all NHPs with cannabis would be established in the *Natural Health Product Regulations*.

8.7 Medical Devices

Medical devices, as defined in the FDA, cover a wide range of instruments used in the treatment, mitigation, diagnosis, or prevention of health issues. Medical devices cannot be sold in Canada without complying with the safety, effectiveness and quality requirements of the *Medical Devices Regulations*. The two medical devices that are currently authorized for sale for the consumption of cannabis for medical purposes were subject to the medical device licensing process.

8.7.1 PROPOSAL FOR MEDICAL DEVICES USED FOR CONSUMING MEDICAL CANNABIS

Any submission for a new medical device for the consumption of cannabis for medical purposes would be examined through the usual review process. As these devices could potentially be used by youth to consume cannabis for non-medical purposes, it is proposed that further precautions be put in place, in addition to the requirements under the FDA. This could include requiring the support of a healthcare practitioner for sales to young persons.

8.7.2 PROPOSAL FOR COMBINATION PRODUCTS

Medical devices can also be combined with drugs or NHPs for therapeutic purposes (for example, bandages with a drug for pain relief). These combination products would be subject to the same requirements as the drugs or NHPs they contain.

8.7.3 PROPOSAL FOR TEST KITS

Test kits used in laboratories for identifying cannabis in patient samples are regulated as medical devices. Some of these contain small amounts of cannabis for calibration, and their sale is limited to professional laboratories. Unless exempted, any test kit that contains cannabis would be subject to the proposed Cannabis Act. As these devices are not publicly available, they present an insignificant risk of diversion. Therefore, Health Canada proposes to maintain their current availability in professional laboratories. Test kits are also discussed in section 9.1.

8.8 Veterinary Drugs

Similar to drugs for human use, veterinary drugs must undergo Health Canada's drug review process before they can be sold. As part of the review process to ensure they are safe, effective, and of high quality for their intended animal use, applications are reviewed against the factors for requiring health practitioner oversight. Any submission for a new veterinary drug with cannabis would be examined through this review process.

8.9 Veterinary Health Products

Veterinary health products are used to maintain or promote the health and welfare of animals. They are low-risk drugs in dosage form, such as vitamins, minerals, and traditional medicines. Like NHPs for humans, VHPs can contain ingredients such as hemp seed derivatives containing no more than 10 ppm THC, which will be exempt from the proposed Cannabis Act. These products will remain available as they are now, limited to a maximum of 10 ppm THC.

8.10 Application of Cannabis Act provisions and other measures for health products

All health products with cannabis would need to comply with the FDA and its regulations, including requirements for manufacturing, distribution, advertising and sale. In addition, to maintain strict controls around the production of cannabis and its sale to youth, certain provisions of the proposed Cannabis Act would apply to health products with cannabis, including:

- · Processing and research licences: In addition to the licensing requirements under the FDA, health product manufacturers would have to comply with certain licensing requirements under the proposed Cannabis Act, such as those for security, good production practices, or record keeping and reporting purposes.
- Promotion, packaging and labelling: All health products would be subject to the provisions that control against practices that may appeal to youth, or the use of testimonials, real or fictional characters or animals, or lifestyle branding. Tamperevident and child-resistant packaging requirements would also apply.

Further precautions are also being explored for implementation in partnership with the provinces and territories to meet the proposed Cannabis Act's objective of restricting youth access to cannabis, particularly for those health products with cannabis that would not require the oversight of a healthcare practitioner (i.e., non-prescription drugs and natural health products for humans or animals, and medical devices for consuming cannabis for medical purposes). Specifically, Health Canada proposes to work with the provinces and territories and the National Association of Pharmacy Regulatory Authorities (NAPRA) on options to control the sale and display of these health products to youth. This could be achieved, for example, by controlling them behind the counter at pharmacies, or by utilizing the provincially-regulated distribution system.

8.11 Exemptions from the proposed Cannabis Act for all health products

To allow for health products in the appropriate formats, the following exemptions are proposed for all health products:

• Limitations on classes and forms of cannabis: As described in section 5 of this consultation paper, the limitations to classes that could be sold would not apply to health products with cannabis because the precise dosage, route of administration and conditions of use of each of these products would be subject to Health Canada's review of each product.

- Appeal to youth: To allow for pediatric formulations that could be purchased by
 responsible adults for children under their care, an exemption is proposed to the
 controls around the sale of cannabis or cannabis accessories with traits that appeal
 to youth.
- Possession limits: Given that health products would be regulated under strict
 conditions of sale, it is proposed that possession limits and package size restrictions
 under the Cannabis Act would not apply to these products.

8.12 Cosmetics under the proposed Cannabis Act

As mentioned above, cosmetics are regulated under the FDA and the *Cosmetic Regulations* (CR), but are not subject to pre-market review or approval. The FDA states that no person shall sell a cosmetic that may injure the health of the user, when the cosmetic is used according to its customary method (the general prohibition). The Cosmetic Ingredient Hotlist (hereafter the Hotlist) is an administrative tool that Health Canada uses to communicate to manufacturers and others that certain substances may contravene the general prohibition in the FDA, may contravene one or more provisions of the CR, or may otherwise be inappropriate for use in cosmetics.

Cannabis is addressed in three separate entries on the Hotlist: "Cannabis sativa seed oil", "Hydrolyzed Hemp seed protein" and "Narcotics, natural and synthetic". Existing restrictions for Cannabis sativa seed oil and hydrolyzed hemp seed protein (permitted in cosmetics as long as they contain no more than 10 micrograms per gram of THC, which is equivalent to 10 ppm) would not be affected by the proposed Cannabis Act and would remain.

Cannabis-derived ingredients currently captured under the "narcotics" entry (for example, cannabis oil) would fall within the scope of the proposed Cannabis Act. Such products would be subject to provisions of the proposed Cannabis Act, including those pertaining to licensing, product classes and forms, place of sale, packaging and labelling, promotion, and possession.

 Table 3: Summary of the Proposed Application of Cannabis Act

 Provisions for Health Products with Cannabis

		PROVIS	IONS OF THE PRO	PROVISIONS OF THE PROPOSED CANNABIS ACT*	S ACT*	
PRODUCT LINES	Classes for sale	Maximum possession limits	Sales and display to young persons	Promotional practices (e.g. those that may appeal to youth, or use testimonials, fictional characters, or lifestyle branding)	Packaging and labelling practices (e.g. those that may appeal to youth or use testimonials, fictional characters, or lifestyle branding)	Processing licence requirements (e.g., those for security, good production practices, or record keeping)
Natural Health Products**	×	×	0	>	*	*
Non-Prescription Drugs	×	×	C	`	^	>
Non-Prescription Veterinary Drugs	×	×	ပ	>	>	>
Prescription Drugs	×	×	×	>	>	>
Prescription Veterinary Drugs	×	×	×	`	>	>
Medical Devices for consuming cannabis for medical purposes	N/A	N/A	C	>	>	N/A

Important note: This chart illustrates, in general terms, the application of key sections of the proposed Cannabis Act. It is not intended to be an exhaustive list of all provisions that may or may not apply.

Legend X Proposed that the Cannabis Act provision

- (Proposed that the Cannabis Act provision would not apply (i.e. health products with cannabis would not be subject to this provision) Proposed that the Cannabis Act provision would apply
- (i.e. health products with cannabis would be subject to this provision)

 C Proposed to work with the provinces and territories on options to control

sales to young persons

There are approximately 220 Natural Health Products that have been licensed and 9 Veterinary Health Products that have been approved; these contain no more than 10ppm THC (and no other identified cannabinoids). The ingredients of these products will not be controlled under the proposed Cannabis Act; they will remain available as they are now, subject to existing NHPR and FDR requirements.

9 MISCELLANEOUS ISSUES

9.1 Amendments to the Narcotic Control Regulations

The Narcotic Control Regulations (NCR) under the CDSA describe the circumstances and requirements in which persons (including businesses), pharmacists, practitioners and hospitals may conduct regulated activities including possession, sale, distribution, importation and exportation, and production, of substances listed in the Schedule to the NCR, including cannabis. Should the proposed Cannabis Act become law, the NCR would be amended to delete relevant references to cannabis, its preparations and derivatives. Associated terms (for example, marihuana), and references to the ACMPR, former Marihuana for Medical Purposes Regulations, and former Marihuana Medical Access Regulations, would also be deleted as necessary.

Currently, the regulatory framework for cannabis for medical purposes includes provisions under both the ACMPR and the NCR. An example of where the NCR set out requirements pertaining to cannabis that are not covered in the ACMPR is with respect to licensed dealers. Becoming a licensed dealer under the NCR could permit the licensee to conduct certain activities with cannabis. Currently, there are a number of laboratories permitted to conduct analytical testing of cannabis by virtue of the fact that they hold a valid dealer's licence under the NCR. As detailed earlier in this consultation paper, it is proposed that such laboratories would no longer need to maintain their status as a licensed dealer under the NCR in order to conduct activities with cannabis, but would instead apply for an analytical testing licence under the proposed cannabis framework.

Other examples of requirements pertaining to cannabis that are currently covered in the NCR and that would be reflected in the new framework are with respect to the registration of test kits containing cannabis and provisions related to obtaining and handling reference standards.

9.2 Qualifications for Designations as Analysts Regulations

The Qualifications for Designations as Analysts Regulations under the Controlled Drugs and Substances Act establish the qualifications of individuals involved in analyzing suspected controlled substances seized by peace officers, including Canadian police forces and inspectors. It is proposed that similar regulations would be established, setting out the qualifications of analysts involved in the administration and enforcement of the proposed Cannabis Act.

Amendments to the New Classes 9.3 of Practitioners Regulations

The New Classes of Practitioners Regulations under the Controlled Drugs and Substances Act provide a means of authorizing midwives, nurse practitioners and podiatrists to prescribe, administer and provide controlled substances, provided they are already authorized to prescribe controlled substances under provincial or territorial legislation.

Currently, both physicians and nurse practitioners can support the use of cannabis for medical purposes, since they are authorized to do so under provincial or territorial legislation. Proposed regulations under the Cannabis Act would continue to allow for both physicians and nurse practitioners to do so, provided they are authorized under provincial or territorial legislation.

ANNEX 1: CONSULTATION QUESTIONS

Health Canada encourages all interested parties to provide feedback online. For more information regarding the public consultation process, please see: www.canada.ca/en/health-canada/programs/consultation-proposed-approach-regulation-cannabis.html.

To safeguard privacy, you should ensure that any written comments you may provide are sufficiently general that you cannot be identified as the author and that individual identities are not disclosed.

Alternatively, written submissions (Microsoft Word or Adobe PDF) may be sent electronically to: cannabis@canada.ca, or in hard-copy format by mail to:

Cannabis Legalization and Regulation Secretariat Address locator 0602E Health Canada Ottawa, Ontario K1A 0K9

Those who may choose to provide written submissions are encouraged to use the following questions as a quide.

The deadline to provide written comments and responses is January 20, 2018.

- 1. What do you think about the different types of proposed licences (i.e., cultivation, processing, etc.)? Will they achieve the objective of enabling a diverse, competitive legal industry that is comprised of both large and small players in regions across the country?
- 2. What do you think would be an appropriate threshold to distinguish between a micro-cultivator and a standard cultivator, taking into account the reduced physical security requirements for a micro-cultivator? Should the threshold be based on the number of plants, size of growing area, total production, gross revenue, or some other criteria? What should the threshold be?
- 3. What do you think would be an appropriate threshold to distinguish between a micro-processor and a standard processor, taking into account the reduced physical security requirements for a micro-processor? Should the threshold be based on total production, on-site inventory, gross revenue, or some other criteria? What should the threshold be?
- 4. What do you think of the proposed rules and requirements (i.e., physical security, good production practices, etc.) for the different categories of authorized activity? Do you think that the requirements are proportional to the public health and safety risks posed by each category of activity?

- 5. What do you think about the proposed requirements for certain individuals associated with a licensed organization to hold a security clearance issued by the Minister of Health? Do you think the proposal appropriately addresses positions of greatest risk?
- 6. What do you think of the proposed criteria for determining whether or not an individual is eligible to hold a security clearance? Do you think that the proposed approach should permit individuals with a history of non-violent, lower-risk activity (such as simple possession or small-scale cultivation of cannabis plants) to obtain a security clearance and participate in the legal cannabis industry?
- 7. What do you think about the proposal not to restrict the types of product forms that industry will be able to manufacture and sell (for example, pre-rolled dried cannabis, or cannabis oil capsules and oral sprays)? Are there any specific product forms that you think should be prohibited?
- 8. What do you think about the proposed THC limits based how a product is represented to be consumed (i.e., by inhalation or by ingestion)? What do you think about the proposed limits on a unit or serving basis?
- 9. What do you think about the proposed rules for the packaging and labelling of cannabis products? Do you think additional information should be provided on the label?
- 10. What do you think about the proposed approach to providing cannabis for medical purposes? Do you think there should be any specific additional changes?
- 11. What do you think about the proposed restrictions on the sale of health products containing cannabis authorized by Health Canada? Do they strike an appropriate balance between facilitating access to safe, effective and high quality health products, and deterring illegal activities and youth access?
- 12. What do you think about the overall regulatory proposal? Is there any additional feedback that you would like to share on the proposed approach to the regulation of cannabis?



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Consultation on the Proposed Approach to the Regulation of Cannabis

From Health Canada

Current status: OPEN

The Government of Canada has committed to legalizing, strictly regulating, and restricting access to cannabis. In April 2017, the government introduced Bill C-45, the proposed Cannabis Act. Subject to the approval of Parliament, the Government of Canada intends to bring the proposed Cannabis Act into force no later than July 2018.

We are now seeking feedback on Health Canada's proposed approach to the regulation of cannabis.

Why

Health Canada is seeking your feedback on the <u>Consultation Paper: Proposed Approach to the Regulation of Cannabis</u>. This approach builds on the extensive consultations already conducted by the Task Force on Cannabis Legalization and Regulation and Canada's existing system of regulated production of cannabis for medical purposes and industrial hemp.

The proposed Cannabis Act would create a strict national framework for controlling the production, distribution, sale and possession of cannabis in Canada. As part of this framework, Health Canada would be responsible for regulating production and setting standards for health and safety. The provinces and territories would oversee the distribution and sale of cannabis, subject to minimum federal conditions.

This consultation relates to Health Canada's proposed approach to the regulation of cannabis.

Who

- Canadians
- Provincial, territorial governments
- Indigenous governments and representative organizations

- Municipalities
- Patients
- Public health community
- Law enforcement
- · Cannabis industry, present and future
- Hemp industry

What

The Consultation Paper outlines regulatory proposals for:

- · Licences, permits, and authorizations
- Security clearances
- Cannabis tracking system
- Product standards
- Packaging and labelling
- Cannabis for medical purposes
- · Health products and cosmetics containing cannabis

How to participate

After reviewing the Consultation Paper you can provide your feedback in the following ways:

- 1. Complete the online questionnaire
- 2. Send a written submission by email to <u>cannabis@canada.ca</u>. If you wish, you may attach an electronic file in one of the following formats:
 - Microsoft Word
 - Adobe Acrobat
- 3. Send a written submission in hard-copy format by mail to:

Cannabis Legalization and Regulation Secretariat Address locator 0602E Health Canada Ottawa, Ontario K1A 0K9

The deadline to provide written comments and responses to the questionnaire is January 20, 2018.

Health Canada is actively seeking the input of all interested and affected parties to inform the development of the regulations. In addition to the online consultation, Health Canada will continue to meet with provincial and territorial governments and work with Indigenous partners, as well as hold dedicated discussions with stakeholders to promote understanding of the proposal and seek input.

As previously indicated, the Government of Canada intends to bring the proposed Cannabis Act into force no later than July 2018, subject to Parliamentary approval. To meet this commitment, the final regulations will need to be published in the Canada Gazette, Part II, as soon as possible following Royal Assent. As such, it is important that stakeholders provide input during the 60-day consultation period as draft regulations will not be pre-published. Instead, at the end of this 60-day consultation period, Health Canada intends to publish a summary of the comments received as well as a detailed outline of any changes to the regulatory proposal, which will continue to provide industry and stakeholders with as much information as possible on the proposed regulatory requirements.

Related information

- Canada.ca/cannabis
- Supply Chain for the Commercial Production and Sale of Cannabis Proposed Federal Licences
- Proposed Requirements for Cultivation, Processing, and Federal Sale Licences

Contact us

Cannabis Legalization and Regulation Secretariat Address locator 0602E
Health Canada
Ottawa, Ontario K1A 0K9
Email: cannabis@canada.ca

Date modified:

2017-11-22

Santé Canada et l'Agence de la santé publique du Canada

English ▼

Progress

11%

Online Questionnaire on the Proposed Approach to the Regulation of Cannabis

Introduction

Health Canada is seeking your feedback on the <u>Proposed Approach to the Regulation of Cannabis</u>. This consultation builds on the extensive consultations conducted by the Task Force on Cannabis Legalization and Regulation. The consultation is guided by the <u>Consultation Paper</u>. You are invited to read the paper and complete this guestionnaire.

The Government of Canada intends to bring the proposed Cannabis Act into force no later than July 2018, subject to Parliamentary approval. To support implementation of the proposed Act, regulations would need to be enacted in a range of areas, such as cannabis product standards and packaging and labelling requirements, to ensure that the risks and harms of cannabis are appropriately addressed under the legal framework.

In many cases, Health Canada is proposing to build upon the established regulatory requirements that have long been in place for current producers of cannabis for medical purposes or industrial hemp. Enacting many of the same types of strict regulatory controls for production under the proposed Cannabis Act would allow for legal and quality-controlled products to be available by July 2018 and immediately begin to address the public health and safety risks posed by illegally-produced cannabis.

To meet the Government's commitment of bringing the proposed Cannabis Act into force no later than July 2018, the final regulations will need to be published in the *Canada Gazette*, Part II, as soon as possible following Royal Assent. As such, it is important that you provide input during this 60-day consultation period as draft regulations will not be pre-published. Instead, Health Canada intends to publish a summary of comments received, as well as a detailed outline of any changes to the regulatory proposal, which will continue to provide industry and stakeholders with as much information as possible on the proposed regulatory requirement.

You can also send a written submission to canada.ca in electronic files such as Microsoft Word or Adobe Acrobat.

The deadline to provide written comments and responses is January 20, 2018.

Instructions for Completing the Questionnaire

The questionnaire consists of 12 questions on specific elements of the proposed regulatory framework. Your responses will help inform the development of the regulations. Each question appears on a separate page. You will be limited to 10,000 characters, including spaces, for each answer. You do <u>not</u> have to answer each question – you can skip a question and move on to the next one. Question 12 has been reserved at the end of the questionnaire to provide any additional feedback on areas not covered by the questions.

Please note, for your feedback to be considered, you must press SUBMIT on the last page.

Before you begin, we kindly ask that you provide us with some additional demographic information which will help inform the results of the feedback.

Privacy Notice

The personal information you provide is protected in accordance with the Privacy Act and is collected under the authority of Section 4 of the *Department of Health Act*. Your personal views and opinions are being collected in order to seek your feedback on the proposed approach to the regulation of cannabis. We require your demographic information in order to ensure we are representing the views of Canadians for meaningful analysis of this consultation. Health Canada will be collecting your information via the Voxco tool and, as such, is subject to Voxco's privacy policy available at http://www.voxco.com/privacy-statement/. Further information about this platform is available at http://www.voxco.com/survey-software/online-survey-tools/. Health Canada intends to publish a summary of comments received following the end of the consultation period. Comments featured in the summary will not be attributed to any specific individual or organization. To further safeguard privacy, you should ensure that any written comments you may provide are sufficiently general that you cannot be identified as the author and that individual identities are not disclosed. For more information please refer to the personal information bank Public Communications PSU 9.

You have the right to file a complaint with the Privacy Commissioner of Canada if you think your personal information has been handled improperly. For more information, please contact the Privacy Management Division at 613-948-1219 or privacy-vie.privee@hc-sc.gc.ca.



Progress

14%

Online Questionnaire on the Proposed Approach to the Regulation of Cannabis

Please indicate whether you are providing input:

- O As an individual
- M As a representative of a group or organization





English V

Progress

51%

Online Questionnaire on the Proposed Approach to the Regulation of Cannabis

Please choose which type of type of group/organization that best describes who you represent.
X Provincial/Territorial/Municipal government
○ Indigenous government or group
() Healthcare association or organization
Academic or research organization
Non-Governmental Organization or non-profit
Organization which currently, or plans to in the future, derive income from the production, distribution, or sale of cannabis products
() Business or Industry
Advocacy organization/lobby group
() Other (please specify type of organization and area of activity)
A. C. Parlamenta and
() Prefer not to say
Name of group/organization: (City of Richmond
City of Richmond
In which province/territory is your organization based?
() Alberta
😠 British Columbia
() Manitoba
() New Brunswick
() Newfoundland and Labrador
() Northwest Territories
() Nova Scotia
() Nunavut
() Ontario
() Prince Edward Island
() Quebec
() Saskatchewan
() Yukon
() National
() Outside of Canada
() Prefer not to say

- () Yes
- X No
- () Prefer not to say

Do you anticipate that you would apply for one or more of the proposed licences described in the consultation paper?

- X No
- () Yes, within the next 1-5 years
- () Yes, within the next 6-10 years
- () Prefer not to say





Santé Canada et l'Agence de la santé publique du Canada

English ▼

Progress

55%

Online Questionnaire on the Proposed Approach to the Regulation of Cannabis

1. What do you think about the different types of proposed licences (i.e., cultivation, processing, etc.)? Will they achieve the objective of enabling a diverse, competitive legal industry that is comprised of both large and small players in regions across the country?

For additional information, refer to the discussion paper Section 2.2 "Licences, Permits and Authorizations."





Health Canada and the Public Health Agency of Canada Santé Canada et l'Agence de la santé publique du Canada

English ▼

Progress

59%

Online Questionnaire on the Proposed Approach to the Regulation of Cannabis

2. What do you think would be an appropriate threshold to distinguish between a micro-cultivator and a standard cultivator, taking into account the reduced physical security requirements for a micro-cultivator? Should the threshold be based on the number of plants, size of growing area, total production, gross revenue, or some other criteria? What should the threshold be?

For additional information, refer to the discussion paper Subsection 2.2.2 "Micro-cultivation."



English ▼

Progress

62%

Online Questionnaire on the Proposed Approach to the Regulation of Cannabis

3. What do you think would be an appropriate threshold to distinguish between a micro-processor and a standard processor, taking into account the reduced physical security requirements for a micro-processor? Should the threshold be based on total production, on-site inventory, gross revenue, or some other criteria? What should the threshold be?

For additional information, refer to the discussion paper Subsection 2.2.6 "Micro-processing."





Santé Canada et l'Agence de la santé publique du Canada

English V

Progress

66%

Online Questionnaire on the Proposed Approach to the Regulation of Cannabis

4. What do you think of the proposed rules and requirements (i.e., physical security, good production practices, etc.) for the different categories of authorized activity? Do you think that the requirements are proportional to the public health and safety risks posed by each category of activity?

For additional information, refer to the discussion paper Section 2.3 "Licence Requirements."



Santé Canada et l'Agence de la santé publique du Canada

English ▼

Progress

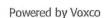
70%

Online Questionnaire on the Proposed Approach to the Regulation of Cannabis

5. What do you think about the proposed requirements for certain individuals associated with a licensed organization to hold a security clearance issued by the Minister of Health? Do you think the proposal appropriately identifies positions of greatest risk?

For additional information, refer to the discussion paper Subsection 3.8 "Application for Security Clearance."





English ▼

Progress

74%

Online Questionnaire on the Proposed Approach to the Regulation of Cannabis

6. What do you think of the proposed criteria for determining whether or not an individual is eligible to hold a security clearance? Do you think that the proposed approach should permit individuals with a history of non-violent, lower-risk activity (such as simple possession or small-scale cultivation of cannabis plants) to obtain a security clearance and participate in the legal cannabis industry?

additional infor	nation, refer to the discussion paper Subsec	ction 3.2 "Decision to Grant a Security Clearan





English ▼

Progress

77%

Online Questionnaire on the Proposed Approach to the Regulation of Cannabis

7. What do you think about the proposal not to restrict the types of product forms that industry will be able to manufacture and sell (for example, pre-rolled dried cannabis, or cannabis oil capsules and oral sprays)? Are there any specific product forms that you think the government should prohibit?

For additional information, refer to the discussion paper Subsection 5.3 "Product Forms."





English 7

Progress

81%

Online Questionnaire on the Proposed Approach to the Regulation of Cannabis

8. What do you think about the proposed THC limits based on how a product is represented to be consumed (i.e., by inhalation or by ingestion)? What do you think about the proposed limits on a unit or serving basis?

For additional information, refer to the discussion paper Subsection 5.3 "Product Forms."



English ▼

Progress

85%

Online Questionnaire on the Proposed Approach to the Regulation of Cannabis

9. What do you think about the proposed rules for the packaging and labelling of cannabis products? Do you think additional information should be provided on the label?

For additional information, refer to the discussion paper Section 6 "Packaging and Labelling."





English v

Progress

88%

Online Questionnaire on the Proposed Approach to the Regulation of Cannabis

10. What do you think about the proposed approach to providing access to cannabis for medical purposes? Do you think there should be any specific additional changes?

For additional information, refer to the discussion paper Section 7 "Cannabis for Medical Purposes."





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English >

Progress

92%

Online Questionnaire on the Proposed Approach to the Regulation of Cannabis

11. What do you think about the proposed restrictions on the sale of health products containing cannabis authorized by Health Canada? Do they strike an appropriate balance between facilitating access to safe, effective and high quality health products, and deterring illegal activities and youth access?

For additional information, refer to the discussion paper Section 8 "Health Products and Cosmetics with Cannabis."





English ▼

Progress

96%

Online Questionnaire on the Proposed Approach to the Regulation of Cannabis

12. What do you think about the overall regulatory proposal? Is there any additional feedback that you would like to share on the proposed approach to the regulation of cannabis?



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English ▼

Progress

100%

Online Questionnaire on the Proposed Approach to the Regulation of Cannabis

Thank You

If there are any changes you would like to make to your responses, please do so now before you click the "Submit" button below.







Minutes

Regular Council Monday, October 23, 2017

13. TRAFFIC RECORDING CAPABILITIES AT INTERSECTIONS IN RICHMOND

(File Ref. No. 10-6450-08-01) (REDMS No.)

That Traffic Recording Capabilities at Intersections be submitted in the 2018 budget process for Council consideration.

ADOPTED ON CONSENT

CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

NON-CONSENT AGENDA ITEMS

GENERAL PURPOSES COMMITTEE

Mayor Malcolm D. Brodie, Chair

14. CITY OF RICHMOND SUBMISSION REGARDING CANNABIS LEGALIZATION AND REGULATION IN BC

(File Ref. No. 09-5000-03-02; 12-8000-01) (REDMS No. 5567746; 5567869; 5594044 v. 7)

R17/18-5

It was moved and seconded

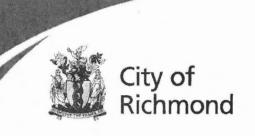
WHEREAS it is important to the City of Richmond to protect the quality of life of its residents and to enact measures to afford such protection, therefore be it RESOLVED:

- (1) That the comments summarized in the staff report titled, "City of Richmond Submission Regarding Cannabis Legislation and Regulation in BC" and detailed in Table 1, be approved for submission to the Province of British Columbia with the following additions:
 - (a) that the minimum age to buy, grow, and possess cannabis be 19;



Regular Council Monday, October 23, 2017

- (b) that a copy of the staff report titled, "City of Richmond Submission Regarding Cannabis Legalisation and Regulation in BC" be submitted to the Province along with a letter detailing the following points of clarification:
 - (i) the City of Richmond strongly opposes the legalization of non-medical use of cannabis;
 - (ii) that municipalities continue to maintain authority over regulation of land use and zoning as it pertains to cannabis-related land uses;
 - (iii) the limit for youth personal possession (under age 19) should be 0 grams;
 - (iv) Provincial regulations should be a minimum and municipalities should be able to impose stricter regulations;
 - (v) regulations for farm land should be provided;
 - (vi) municipalities should be given a share of the federal and provincial revenues to offset extra costs;
 - (vii) there has been insufficient time given to respond to the Province's request for feedback;
 - (viii) there should be firmer controls on public consumption of cannabis that match public tobacco and alcohol consumption regulations;
 - (ix) there should be a low tolerance for drug impaired driving for fully licenced (non "new") drivers and zero tolerance for new drivers;
 - (x) the cultivation, smoking, and use of cannabis and cannabis related products should be prohibited in any place, including residences, where children may reside or be around;
 - (xi) the maximum number of cannabis plants allowable for personal cultivation should be set by building premises, not by household;



Regular Council Monday, October 23, 2017

- (xii) the legal rights of the landlord (including strata council or owner) to forbid tenants to cultivate, consume, and buy/sell marijuana should be protected;
- (xiii) enable the strata council or the building owner to prohibit smoking or cultivation of cannabis in any buildings (such as apartments) with central air ventilation systems; and
- (xiv) require any products containing cannabis to be labeled and carry health warnings similar to cigarettes.
- (2) That a letter be sent to the Prime Minister, with copies to the Minister of Justice and Attorney General of Canada, Richmond Members of Parliament, and the federal leader of the official opposition, expressing concern over the inadequate time given to Provincial and Municipal governments to prepare prior to cannabis legalization.

The question on Resolution No. R17/18-5 was not called as discussion took place in regards to (i) the survey answers addressed in Table 1 of the staff report, (ii) limiting retail to locations accustomed to selling controlled substances such as pharmacies or liquor stores, (iii) the minimum age to buy, grow, and possess cannabis, (iv) protection of strata council and owners' rights to their property, and (v) the growth of cannabis on agricultural land.

Discussion further ensued and Council expressed concern regarding (i) protection of children from cannabis use, (ii) youth consumption and impaired driving, (iii) the increased potency of marijuana and its affects, (iv) issues associated with enforcement of the proposed legislation and (v) the short time period in which non-medical cannabis will be legalized.

It was agreed that Part (1)(a) of Resolution No. R17/18-5 would be voted separately and the question on Part (1)(a) was called and it was CARRIED with Cllrs. Au, Day, and Dang opposed.

The question on the balance of Resolution No. R17/18-5 was then called and it was CARRIED.



Minutes

Regular Council Monday, November 27, 2017

- 2018 AGE-FRIENDLY COMMUNITIES GRANT SUBMISSION (File Ref. No. 03-1087-32-01; 07-3400-01) (REDMS No. 5621510 v. 3-535499)
 - (1) That the application to the Union of British Columbia Municipalities (UBCM) 2018 Age-friendly Communities Grant Program for \$25,000 in the Age-friendly Assessments, Action Plans and Planning Category be endorsed; and
 - (2) That should the funding application be successful, the Chief Administrative Officer and a General Manager be authorized to enter into agreement with the UBCM for the above mentioned project and the 5-Year Financial Plan (2018-2022) be updated accordingly.

ADOPTED ON CONSENT

10. PROPOSED TAXATION FRAMEWORK FOR CANNABIS PRODUCTS

(File Ref. No. 03-1240-03-05) (REDMS No. 5657159 v. 2; 5660256)

That the comments summarized in the staff report titled, "Proposed Taxation Framework for Cannabis Products", dated November 16, 2017, including that the municipal share of revenue be no less than 50 cents per gram, be approved for submission to the federal government.

ADOPTED ON CONSENT

11. ELECTION RESERVE AND ADVANCE PLANNING FOR THE 2018 ELECTION

(File Ref. No. 12-8125-80-01) (REDMS No. 5490268 v.2; 5656539; 5656709)

- (1) That a divisional-voting approach to the 2018 election, which is consistent with the current Civic Election Administration and Procedure Bylaw, and as generally described in the staff report dated November 3, 2017 from the Director, City Clerk's Office, be approved; and
- (2) That the following additional level requests be considered as part of the 2018 budget process:
 - (a) a one-time additional level request in the amount of \$130,000 for the 2018 election, and



3.6.4 Potential City Centre Building Height Increase

OVERVIEW

The City wishes to explore increasing building height in a portion of the City Centre. Transport Canada regulates building heights around the airport. YVR and the City have identified a possible area to study for increasing building height (around City Hall see OCP ANSD Map).

OBJECTION 1:

Maximize City Centre viability safely by exploring with YVR possible increases in building height around City Hall to improve sustainability, social, economic and environmental benefit.

POLICIES:

- a) continue to explore with YVR the possibility of increasing building height around City Hall;
- b) if such building height increases are allowed by the Federal Government, study the implications and benefits (e.g., how high to build, what uses would occur, what the community benefits may be).

Bylaw 9110 ° 2014/03/24

3.6.5 Health Canada Licensed Medical Marihuana Production, and Research and Development Facilities

OVERVIEW

In June 2013, Health Canada enacted the *Marihuana for Medical Purposes Regulations (MMPR)* to better manage the research, production and distribution of medical marihuana.

In December 2013, Council amended the Zoning Bylaw to not permit medical marihuana production facilities and medical marihuana research and development facilities in any zoning district City-wide, as they were a new land use, their potential impacts were unknown and it is desirable to prevent the unnecessary proliferation of facilities. Over time, if Council receives requests to approve medical marihuana production facilities and medical marihuana research and development facilities, to protect the City's interests, Council may consider such proposed facilities, on a case-by-case review basis, subject to meeting rigorous social, community safety, land use, transportation, infrastructure, environmental and financial planning, zoning and other City policies and requirements. This section establishes the policies and requirements, by which such proposed facilities may be considered and, if deemed appropriate, approved.

TERMS

In this section, the following terms apply:

"Medical Marihuana Production Facility"—means a facility for the
growing and production of medical marihuana in a fully enclosed
building as licensed and lawfully sanctioned under Health Canada's
Marihuana for Medical Purposes Regulations (as amended from time
to time), including the necessary supporting accessory uses related to
processing, testing, research and development, packaging, storage,
distribution and office functions that are directly related to and in
support of growing and cultivation activities;



Bylaw 9110 2014/03/24

"Medical Marihuana Research and Development Facility"—means a
facility for the research and development of medical marihuana only in
a fully enclosed building as lawfully sanctioned by Health Canada under
the Controlled Drugs and Substances Act (as amended from time to
time).

OBJECTION 1:

Protect the City's social, economic, land use and environmental interests when considering proposed medical marihuana production facilities and medical marihuana research and development facilities by preventing their unnecessary proliferation, avoiding long-term negative effects, and ensuring minimal City costs.

POLICIES:

- a) limit medical marihuana production facilities and medical marihuana research and development facilities, through the rezoning process, to one facility in an OCP designated Mixed Employment or Industrial area. Any future proposals for a medical marihuana production facility or a medical marihuana research and development facility may be considered on a case-by-case basis and may require additional OCP amendments;
- b) a medical marihuana production facility must:
 - i) be located in a stand-alone building, which does not contain any other businesses;
 - ii) have frontage on an existing, opened and constructed City road, to address infrastructure servicing and emergency response requirements;
 - iii) avoid negatively affecting sensitive land uses (e.g., residential, school, park, community institutional);
 - iv) not emit any offensive odors, emissions and lighting to minimize negative health and nuisance impacts on surrounding areas;
- c) medical marihuana production facility applicants shall engage qualified professional consultants to prepare required studies and plans through the City's regulatory processes (e.g., rezoning, development permit, building permit, other);
- d) medical marihuana production facility applicants shall ensure that proposals address the following matters, through the City's regulatory processes (e.g., rezoning, development permit, building permit, other):
 - i) compliance with City social, community safety, land use, building, security (e.g., police, fire, emergency response), transportation, infrastructure (e.g., water, sanitary, drainage), solid waste management, environmental (e.g., Environmentally Sensitive Areas, Riparian Management Areas, Ecological Network), nuisance (e.g., noise, odour and emissions) financial and other policies and requirements;
 - ii) compliance with all federal, provincial and regional (e.g., Metro Vancouver) policies and requirements;



Bylaw 9110 1 2014/03/24

- iii) compliance with the City Building Regulation Bylaw, Fire Protection and Life Safety Bylaw, Noise Regulation Bylaw, Business License Bylaw, Business Regulation Bylaw and other related, applicable City Bylaws;
- iv) compliance with the current BC Building Code, BC Fire Code, BC Fire Services Act, BC Electrical Code, and other related codes and standards;
- e) the applicant/owner of a Health Canada licensed and City approved medical marihuana production facility shall be responsible for full remediation of the facility should it cease operations or upon closure of the facility;
- f) consultation with stakeholders on a proposed medical marihuana production facility shall be undertaken as deemed necessary based on the context specific to each proposal.

Farm-based winery

means a British Columbia licensed winery or cidery, and includes directly associated processing and storage, if: [Bylaw 9699, Jun 19/17]

- at least 50% of the farm product used to make the wine or cider produced each year is grown on the farm on which the winery or cidery is located, or [Bylaw 9699, Jun 19/17]
- b) the farm on which the winery or cidery is located is more than 2 ha in area and at least 50% of the farm product used to make the wine or cider produced each year is grown:

 [Bylaw 9699, Jun 19/17]
 - i) on the farm, or [Bylaw 9699, Jun 19/17]
 - ii) both on the farm and on another farm located in British Columbia that provides that farm product to the winery or cidery under a contract having a term of at least three (3) years; and [Bylaw 9699, Jun 19/17]
- other **ancillary uses** as set out in the *Agricultural Land*Reserve Use, Subdivision and Procedure Regulation. [Bylaw 9699, Jun 19/17]

Farm business

means a **business** in which one or more of the following farm activities are conducted, and includes a farm education or farm research institution to the extent that the institution conducts one or more of the following farm activities: [Bylaw 9071, Dec 16/13]

- growing, producing, raising or keeping animals or plants, including mushrooms, or the primary products of those plants or animals; [Bylaw 9071, Dec 16/13]
- b) clearing, draining, irrigating or cultivating land; [Bylaw 9071, Dec 16/13]
- c) using farm machinery, equipment, devices, materials and structures; [Bylaw 9071, Dec 16/13]
- d) applying fertilizers, manure, pesticides and biological control agents, including by ground and aerial spraying; [Bylaw 9071, Dec 16/13]
- e) conducting any other agricultural activity on, in or over agricultural land; [Bylaw 9071, Dec 16/13]
- f) intensively cultivating in plantations, any [Bylaw 9071, Dec 16/13]
 - i) specialty wood crops, or [Bylaw 9071, Dec 16/13]
 - ii) specialty fibre crops prescribed by a Minister of the Province of BC; [Bylaw 9071, Dec 16/13]

Farm business con't

- g) conducting turf production in an **Agricultural Land Reserve** with the approval under *Agricultural Land Commission Act* of the Provincial Agricultural Land Commission; [Bylaw 9071, Dec 16/13]
- h) aquaculture as defined in the *Fisheries Act* when carried on by a person licensed, under Part 3 of that Act, to carry on the **business** of aquaculture; [Bylaw 9071, Dec 16/13]
- raising or keeping game, within the meaning of the *Game Farm Act*, by a person licensed to do so under that Act; [Bylaw 9071, Dec 16/13]
- j) raising or keeping fur bearing animals, within the meaning of the *Fur Farm Act*, by a person licensed to do so under that Act; [Bylaw 9071, Dec 16/13]
- k) processing or direct marketing by a farmer of one or both of [Bylaw 9071, Dec 16/13]
 - i) the products of a farm owned or operated by the farmer, and [Bylaw 9071, Dec 16/13]
 - ii) within limits prescribed by a Minister of the Province of BC, of products not of that farm, to the extent that the processing or marketing of those products is conducted on the farmer's farm, but [Bylaw 9071, Dec 16/13]

farm business does not include: [Bylaw 9071, Dec 16/13]

- a) an activity, other than grazing or hay cutting, if the activity constitutes a forest practice as defined in the *Forest and Range Practices Act*; [Bylaw 9071, Dec 16/13]
- b) breeding pets or operating a kennel; [Bylaw 9071, Dec 16/13]
- growing, producing, raising or keeping exotic animals, except types of exotic animals prescribed by a Minister of the Province of BC; [Bylaw 9071, Dec 16/13]
- d) a medical marihuana production facility; and [Bylaw 9071, Dec 16/13]
- e) a medical marihuana research and development facility.
 [Bylaw 9071, Dec 16/13]

Farm home plate

means the portion of a **lot** including or located between a **principal dwelling unit**, additional **dwelling unit(s)**, and any **accessory buildings** or **accessory structures**, including driveways to **dwelling unit(s)**, decorative landscaping, artificial ponds not serving farm drainage, irrigation needs or aquaculture use, and sewerage septic tanks, in one contiguous area. [Bylaw 9707, May 17/17]

Farm home plate setback

means the distance that the rear of a **farm home plate** may be set back from a **lot** line or any other features specified by this Bylaw. [Bylaw 9707, May 17/17]

M

Manufacturing, custom indoor

means the small scale on-site indoor manufacture of goods by hand primarily involving the **use** of hand tools and goods or services which are specialized, which includes but is not limited to jewellery, toy and musical instrument manufacturing, and pottery and sculpture studios, but does not include **businesses** which primarily sell mass-produced goods at retail.

Marina

means docking or mooring facilities where boats, other water vessels and their accessories are berthed, stored, serviced, repaired, constructed or kept for sale or for rent, and includes accessory facilities such as sani-dump and marine fuel sales, and an **office** used exclusively for the **marina**.

Marine sales & rentals

means a facility that sell or rent boats, boating supplies and equipment.

Marine sales and repair

means the servicing and mechanical repair of boats and marine equipment, including the **ancillary** sale, installation or servicing of related marine accessories and parts.

Maritime

means **uses** which are part of the **maritime** economy, with an emphasis on **uses** which support primarily the commercial fishing fleet and other services related to the **maritime** industry.

Maritime mixed use

means the service and repair of boats and marine equipment, fish auction and off-loading.

Medical Marihuana Production Facility means a facility for the growing and production of medical marihuana in a fully enclosed **building** as licensed and lawfully sanctioned under Health Canada's *Marihuana for Medical Purposes Regulations* (as amended from time to time), including the necessary supporting accessory **uses** related to processing, testing, research and development, packaging, storage, distribution and **office** functions that are directly related to and in support of growing and cultivation activities. [Bylaw 9071, Dec 16/13]

Medical Marihuana
Research and
Development Facility

means a facility for the research and development of medical marihuana only in a fully enclosed **building** as lawfully sanctioned by Health Canada under the *Controlled Drugs and Substances Act* (as amended from time to time). [Bylaw 9071, Dec 16/13]

Microbrewery, Winery and Distillery

means a **premises**, licensed under the *Liquor Control and Licensing Act*, on which there is manufacturing of beer, ale, cider, wine or spirits for sale to business customers and shall include **ancillary** retail sale of these liquor products and related non-liquor products to the public within the manufacturer's store and lounge provided that their combined **floor area** and any outdoor lounge patio area do not exceed the manufacturing **floor area**. [Bylaw 9295, Nov 9/15]

Motel

means a **building** divided into self-contained accommodation units rented on a short term basis, each with a separate exterior entrance and convenient **access** to on-site parking, and which may include food services and **personal service** establishments primarily for the convenience of **quests**.

N

n/a

means not applicable, that there is no particular regulation in that **zone** for that category, but that the other regulations in this bylaw still apply.

Neighbourhood public house

means a **premises**, licensed under the *Liquor Control and Licensing Act*, where liquor is served for consumption on **site**, with a maximum occupant load of 125 persons.

Non-porous surfaces

means any constructed surface on, above or below ground that does not allow precipitation or surface water to penetrate directly into the underlying soil. Surfacing materials considered as non-porous are concrete, asphalt, and grouted brick or stone. [Bylaw 9737, Jul 24/17]

Nuisance

means anything that is obnoxious, offensive or interferes with the **use** or enjoyment of property, endangers personal health or safety, or is offensive to the senses, and which may include anything which creates or is liable to create a **nuisance**: through emission of noise, smoke, dust, odour, heat, light, fumes, fire or explosive hazard; results in the unsightly or unsafe storage of goods, salvage, junk, waste or other materials; poses a hazard to health and safety; or adversely affects the amenities of the neighbourhood or interferes with the rights of neighbours to the normal enjoyment of any land or **building**.

0

Office

means a facility that provides professional, management, administrative, consulting or monetary services in an **office** setting, including research and development, which includes **offices** of lawyers, accountants, travel agents, real estate and insurance firms, planners, clerical and secretarial agencies, but excludes the servicing and repair of goods, the sale of goods to the <u>customer on</u> the **site**, the manufacture or handling of product and a **medical** marihuana research and development facility. [B, Vlake QO71, Dec. 16/13]

Official Community Plan

means the **City** of Richmond's **Official Community Plan** bylaw and related Area Plans and Sub-Area Plans.

Open space

means a portion of a **lot** not occupied by parking or **vehicle** areas or **buildings**, and accessible to and suitable for gardens, **landscaping** and recreational **use** by **building** tenants or residents.

Yard, side

means the area between $\mbox{\bf side}$ lot lines and the nearest wall of a

building extending from the front yard to the rear yard.

Z

Zone

means an area of the City as defined in Sections 8 to 26.

Zone, agricultural &

golf

means any AG or GC zones included in Section 14.

Zone, commercial

means any C zone included in Section 9 and 10.

Zone, industrial

means any I zone included in Section 12.

Zone, marina

means any MA zone included in Section 11.

Zone, institutional

means any AIR, SI, ASY or HC zone in Section 13.

Zone, residential

means any R zone included in Section 8.

Zone, site specific

means any zone included in Sections 15 to 26 of this bylaw.

3.5 Non-Permitted Uses and Definitions

- 3.5.1 The following **uses** are not permitted in any **zone**:
 - a) Abbatoir
 - b) Cemetery
 - c) Manufactured home park
 - d) Manufactured home sales/rentals
 - e) Marihuana dispensary [Bylaw 9671, Feb 20/17]
- 3.5.2 The non-permitted uses are defined as follows:

Abattoir means a facility for the penning and slaughtering of animals where

more than 50% of the livestock being slaughtered is from other sites than the abattoir, and the meat is cut, cured, smoked, aged,

wrapped or frozen for distribution and consumption.

Cemetery means land, buildings and structures for the burial of human or

animal remains. This does not include an interment facility or

memorial park.

Manufactured home park

means a **development** used for **manufactured housing** and not having a registered plan of **subdivision** of individual **lots**. Spaces, or spaces with individual **manufactured housing** already sited on them, may be rented. Ownership and responsibility for the maintenance of internal **roads**, underground services, communal areas and **buildings**, snow clearance and garbage collection, together with general park management, rests with the management. This does not include the situation where an additional agricultural **dwelling unit** is located on a **lot** where the **principal dwelling unit** is **manufactured housing**.

Manufactured home sales/rentals

means a **development** used for the sale or rental of new or used mobile homes and **manufactured housing** together with incidental maintenance services and the sale of parts and accessories.

Marihuana Dispensary

means a business or other operation involving the sale, barter, storage, distribution or dispensing of cannabis, marihuana or any products containing or derived from cannabis or marihuana. [Bylaw 9671, Feb 20/17]

- 3.5.3 The storage of **commercial vehicles** and shipping containers is not permitted in **residential zones** and **site specific zones** which permit residential **uses**.
- 3.5.4 The parking, storage or servicing of **commercial vehicles** and equipment on lands is not permitted within the **Agricultural Land Reserve** unless: [Bylaw 9490, Mar 21/16]
 - the commercial vehicles and equipment are owned and/ or operated by the owner or occupant of the lands; [Bylaw 9490, Mar 21/16]
 - b) the **commercial vehicles** and equipment are not parked within the required **building** setbacks; and [Bylaw 9490, Mar 21/16]
 - c) the **commercial vehicles** and equipment are utilized as part of a **farm operation**. [Bylaw 9490, Mar 21/16]

- 5.13.2 **Urban services** and utility service infrastructure such as poles, wires, traffic controls, telephone booths, bus benches and shelters, underground utility systems, electrical transformer stations and municipal utility operations, are permitted in all **zones**.
- 5.13.3 Residential sales centres shall be permitted in all zones except in the agricultural & golf zones and in any site specific zones that permit farm business. The following conditions apply:
 - a residential sales centre may operate on a site while the owner constructs or supervises construction of buildings within the development, and must be removed when occupancy has been granted for the development;
 - residential sales centres may only be used to market an existing or proposed development that is actively being sold;
 - on-site parking shall be provided in accordance with the office general parking requirements of Section 7.0 whether the residential sales centre is located in the City Centre or elsewhere;
 - d) the **residential sales centre** shall comply with the **setback**, **yard**, **floor area ratio** and other regulations of the **zone** in which it is located.
- Agriculture is permitted as a secondary use in all zones (i.e., it occurs in conjunction with a principal use, for example single detached housing) in order to encourage and accommodate community gardens, green roofs, vertical farming and other forms of urban agriculture. The following conditions apply in certain instances with respect to agriculture being permitted as a secondary use in all zones:
 - a) There may be covenants or caveats registered on the title of the land which could restrict the type of agriculture permitted (e.g., prohibition on the raising of chickens, rabbits or other domesticated animals). Property owners and tenants are advised to check their current certificate of title for any covenants or caveats which may be registered and affect the use of the site.
 - b) Only properties which are assessed as a "farm" under the Assessment Act are permitted to raise livestock.
 - c) A medical marihuana production facility and medical marihuana research and development facility is not permitted. [Bylaw 9071, Dec 16/13]
- 5.13.5 **Parks** owned by the **City** shall be permitted in all **zones**.
- 5.13.6 Amenity space and community amenity space are permitted in all zones where these are permitted as an additional floor area ratio in the permitted density and are not listed as a permitted use in these zones.
- 5.13.7 Wind turbines shall be allowed in all **zones** subject to: [Bylaw 8904, Jun18/12]
 - a) the maximum **height** for **accessory structures** in that **zone**; [Bylaw 8904, Jun18/12]
 - b) the accessory structure and/or principal building yards and setbacks in that zone; [Bylaw 8904, Jun18/12]
 - c) landscaping or other specific provisions in the zone; and [Bylaw 8904, Jun18/12]
 - d) appropriate safety and noise attenuation measures. [Bylaw 8904, Jun18/12]
- 5.13.8 **Telecommunications antennas** shall be allowed in all **zones** subject to: [Bylaw 8904, Jun18/12]



Report to Committee

To:

Planning Committee

Date:

November 27, 2017

From:

Kim Somerville

File:

07-3000-01/2017-Vol

01

Re:

Richmond Community Services Advisory Committee (RCSAC) 2017 Annual

Report and 2018 Work Program

Manager, Community Social Development

Staff Recommendation

That the staff report titled "Richmond Community Services Advisory Committee (RCSAC) 2017 Annual Report and 2018 Work Program," dated November 27, 2017, from the Manager of Community Social Development, be approved.

Kim Somerville

Manager, Community Social Development

(604-247-4671)

Att. 3

REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER

REVIEWED BY STAFF REPORT

AGENDA REVIEW SUBCOMMITTEE

APPROVED BY CAO

APPROVED BY CAO

Staff Report

Origin

The mandate of the Richmond Community Services Advisory Committee (RCSAC) is to encourage and promote social policies and community services that contribute to the well-being and quality of life of Richmond residents, and to develop the capacity of the community service sector.

While an advisory body, the RCSAC is only partially a City-appointed committee (i.e. only two citizen representatives are Council-appointed). The City supports the RCSAC by providing an annual operating budget, a Council Liaison and a Staff Liaison.

This report presents the RCSAC 2017 Annual Report (Attachment 1) and proposed 2018 Work Program (Attachment 2).

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

Continue the development and implementation of an excellent and accessible system of programs, services, and public spaces that reflect Richmond's demographics, rich heritage, diverse needs, and unique opportunities, and that facilitate active, caring, and connected communities.

- 2.2. Effective social service networks.
- 2.3. Outstanding places, programs and services that support active living, wellness and a sense of belonging.

This report also supports Social Development Strategy (2013-2022) Action 38:

Nurture and enhance existing communication channels and networks with community agencies (e.g. through staff support to the Richmond Community Services Advisory Committee, participation in networking groups).

Analysis

RCSAC Charter

As indicated in the RCSAC Charter (Attachment 3), the mission of this advisory committee is "to encourage and promote those social policies and community services which contribute to the general health, welfare and quality of life of the residents of Richmond, and to increase interagency relations and cooperation in order to enhance community capacity". Their mandate is described in the attached Charter as:

Section A

The RCSAC shall advise Richmond City Council and may, in consultation with City Council, make representations to other policy-making bodies on the following:

- 1. Policies that encourage cooperative planning and delivery of community services to ensure optimum efficiency and effectiveness;
- 2. Social issues/concerns that have an impact on community services, special needs groups and the quality of life in the community;
- 3. Community impact of governmental changes to policies and/or programs affecting Richmond's community services; and
- 4. Any other matters that may be referred by Richmond City Council, RCSAC member groups and the community at large.

Section B

1. Coordination of activities and information sharing between the voluntary and public sector.

The RCSAC also has separate "Operating Policies and Procedures" describing membership, structure and procedures.

2017 Annual Report

Highlights of the 2017 RCSAC Work Program, based on a number of Council Term Goals (2014-2018) (Attachment 1) include:

- The Non-Profit Organization (NPO) Space Needs Action Team secured partial funding through a Richmond Community Foundation grant to develop, conduct, analyze and report on an agency-specific Non-Profit Space Needs survey. This project is distinct from their annual Social Services and Space Needs Survey, which monitors general trends but does not provide agency-specific information;
- Communication Tools were sent to Council regarding a request for the City to fund the balance of the NPO Space Needs Survey and to establish a Richmond Food Systems Advisory Committee;
- A calendar addition to the RCSAC website whereby members can post mental health and addictions programs and services to enable intake workers and other service providers to navigate and access systems and services for their clients more easily. The usefulness of this pilot project will be reviewed intermittently; and
- An MLA Information Session to be held in December 2017.

2018 Work Program

Council Term Goals (2014-2018) have been used to form the basis of RCSAC 2018 activities. As indicated in "Origins", above, Council Term Goals 2.2 and 2.3 regarding effective social service networks are particularly relevant. In addition, the RCSAC contributes to Council Term Goals regarding community safety, well-planned communities, sustainability, partnerships, infrastructure and a well-informed citizenry (Attachment 2). Highlights of the RCSAC's 2018 work plan include:

- Implementing the NPO Space Needs Survey and reporting results to Council;
- Continuing to update an inventory of community-based tables and committees relevant to social services;
- Expanding the RCSAC calendar of addictions and mental health services and programs
- Working collaboratively with other Richmond organizations to provide information regarding affordable housing needs;
- Providing information to Council regarding the impact of Federal and Provincial policy and funding decisions on Richmond services;
- Hosting an annual information sharing meeting with Richmond MLAs as well as provincial ministers; and
- Continuing to apprise Council of matters affecting community agencies and Richmond residents.

This work program may be revised as necessary, based on emerging issues and Council priorities.

Financial Impact

None.

Conclusion

The RCSAC 2018 Work Program is designed to reflect Council Term Goals (2014-2018) and advance Social Development Strategy (2013-2022) actions by strengthening social infrastructure and addressing emerging issues impacting the community. The RCSAC will continue to support the community service sector by fostering collaborative working relationships, networking opportunities and information exchange. The RCSAC thereby plays a vital role in sustaining and enhancing the social well-being of Richmond residents.

Lesley Sherlock Social Planner (604-276-4220)

Att. 1: RCSAC 2017 Annual Report

2: RCSAC 2018 Work Program and Budget

3: RCSAC Charter



2017 Final Report

2017 RCSAC Executive Committee Report

2017 Executive Committee Membership:

Kathie Chiu, Salvation Army

Alex Nixon, Richmond Food Bank

Rick Dubras, Richmond Addictions Services Society

Jenn Fancy de Mena, Problem Gambling Addictions Services (until Feb 2017) Member-at-Large
Hayden Marshall-Fox, Turning Point Recovery Society

Lonnie Belfer, Avia Employment Services (from March 2017)

Member-at-Large

Member-at-Large

Councillor Derek Dang

City Council Liaison

Lesley Sherlock, Social Planner

City Staff Liaison

Results of Executive Elections at the November 9, 2017 Annual General Meeting

As documented in the RCSAC Operating Policies and Procedures, members on the Executive, with the exception of the Co-Chair positions, hold their positions for a period of one year. Elections are held at the November Annual General Meeting (AGM) to elect/re-elect committee members to their respective executive roles. The results of the elections were:

Co-Chair Kathie Chiu, Salvation Army (2nd year)
Co-Chair Lonnie Belfer, Avia Employment Services

Treasurer Rick Dubras, Richmond Addiction Services Society

Member-at-Large Ling Chu, SUCCESS Member-at-Large Diane Sugars, Chimo

Member-at-Large Janice Lambert, Richmond Family Place

Executive Committee Summary of 2017 Activities:

Membership

- The number of members (40) stayed the same from 2016 to 2017.
- There were two Citizen Appointee positions (2017-2018): Olivia Chia and Hamid Ghanbari.

RCSAC Action Groups

The RCSAC does not have standing sub-committees, but rather has ad hoc, time-limited action groups to address specific concerns or accomplish specific tasks. The following action groups were active in 2017:

- Addictions and Mental Health
- Food Systems
- Non-Profit Organization (NPO) Space Needs Project (to identify agency-specific space needs)
- Annual Social Services and Space Needs Survey (overall funding and space needs trends)
- Commercial Tax Task Group (amalgamated with the NPO Space Needs Group)
- RCSAC Website

Additionally, the RCSAC receives monthly reports from the Richmond Homelessness Coalition to keep the RCSAC informed on housing and homelessness issues.

Action Group Reports

Addictions and Mental Health

Mandate:

To work in an advisory capacity to Richmond City Council on issues related to Addictions and Mental Health (AMH); to enhance the continuum of AMH services in Richmond; and to develop partnerships and identify funding sources for the implementation of AMH working group initiatives

Activities:

In order to renew the 2012 Addictions and Mental Health Gap Analysis Report, the AMH Task group looked for and applied for funding to renew the Gap Analysis since it was last completed five years ago. Unfortunately, we were unsuccessful with the funding request. In order to support initiatives that reduce barriers to accessing services, the AMH Task group supported the development of a RCSAC calendar update that would allow all members to post programs and services on one website location to allow intake workers and partners to navigate systems and services more easily. These changes have increased website viewing and utilization when compared to last year's results. The AMH Task Group has supported the evaluation of this initiative and results were positive. The AMH Task Group has also been diligent in ensuring more consistent reporting to the RCSAC in 2017 to make sure that members are aware of programs and services as well as key changes in the community such as current updates regarding the STOREYS development, the Outreach and Resources Support Program (OARS) and prevention initiatives carried out by other organizations (e.g. Richmond Addiction Services Society, the Salvation Army and Pathways Clubhouse).

Food Systems

Membership:

Anita Georgy, Alex Nixon, De Whalen.

Mandate:

To explore ways to address gaps in how our food system serves our community, and report back to the RCSAC on potential solutions.

Activities:

The Food Systems Action Group met with Brent Mansfield, Director of the BC Food Systems Network, to discover how other municipalities address food system gaps. The action group recommended that the RCSAC advise Richmond City Council to form a Richmond Food System Advisory Committee to provide advice to City Council. The RCSAC presented a Communication Tool to Planning Committee in May 2017 conveying this advice.

Non-Profit Organization (NPO) Space Needs

Membership: Janice Barr, Rick Dubras, Janice Lambert, Sandy McIntosh, Alex Nixon.

Mandate: To explore Richmond's NPO space needs and find collaborative solutions; to report the results back to the RCSAC.

Activities:

The NPO Space Needs Action Group secured partial funding through the Richmond Community Foundation to commission the development of a new Space Needs Survey to gather agency-specific information. The goal is to deploy and analyse the new survey and provide City Council with policy options regarding NPO space needs.

Commercial Tax Task Group

Membership:

Judy Valsonis (TFA), Janice Barr (RSCL), Brian Wardley (HORAS), Rick Dubras (RASS), Jennifer Larsen (Community Member), Una Mulhall (Pathways Clubhouse)

Mandate:

To understand the changes to the commercial tax situation for non-profits in 2017 as many Richmond agencies have experienced recent increases to rent including property tax.

Activities:

The group met with City staff who presented information as to the current situation of property taxes in Richmond. This information was presented to the RCSAC membership. Due to the overlapping concerns with the NPO Space Needs Task Group, the Commercial Tax Task Group decided to join the NPO Space Needs Task group.

Website

Membership: Rick Dubras, Hayden Marshall-Fox, Lonnie Belfer, Jennifer Dieckmann

Mandate: To update the RCSAC website and integrate a mental health and addictions services calendar into it.

Activities:

In January the Addictions and Mental Health Task Group Proposal was accepted at the RCSAC General Meeting. The purpose of the proposal is to carry out a pilot program concerning the specific use of the RCSAC website calendar for mental health and addictions services as an aid for intake workers and other service providers in the field as well as to increase use of the RCSAC website. The focus is coordination of services and programs in one on-line location.

Beginning in February, the secretary began to enter mental health and addictions specific programs and services in the RCSAC website calendar, supported by the AMH Task Group. The secretary asked pilot project participants to provide Calendar program updates at regular intervals.

In late spring, the RCSAC contracted with IT GURL, an IT services consultant, to update the look of the RCSAC Calendar to make it easier to view and navigate.

The Website Task Group met in September and October to discuss how the Calendar was working and what other areas could be improved/changed.

In September the RCSAC Calendar was shown at the General meeting to the membership where further suggestions where offered on the use of the calendar.

In October, pilot project participants were contacted for feedback. The majority stated that, although they did not use the Calendar often, it was a useful resource. They would like it to be searchable and have more program information entered.

Communications with the City of Richmond

The RCSAC sent the following correspondence to City Council to advise them on issues impacting Richmond's citizens and community services:

- Richmond Food Systems Advisory Committee Communication Tool
- Richmond Non-Profit Space Review Funding Request

Community Tables

The RCSAC continues to maintain a list of community tables and committees addressing a range of social service topics.

Presentations

Community organizations presented to the RCSAC at most RCSAC meetings on issues and topics vital to Richmond's community services. The organizations and topics included:

• February: RCSAC Member Presentations

March: Colt Program
April: Transit Police
May: Dr. Michael Ma

June: Richmond Women's Resource Centre
 September: Richmond Addictions Services Society

• October: Richmond Cares, Richmond Gives

November: RCSAC AGMDecember MLA Forum

Financial

A 2017 financial report and proposed 2018 budget were drafted by the Treasurer and approved by the membership at the RCSAC's November AGM.

The RCSAC has continued to operate without an increase to its operating grant for five years, despite the added financial pressures due to increasing membership (from 33 members in 2011 to 40 members in 2017). For 2017, the RCSAC continued to reduce meeting and staff expenses.

The 2018 Work Plan was approved at the November 9, 2017 RCSAC AGM as a working document that will be revisited throughout the year and revised as necessary.

RCSAC 2017 Membership

In 2017, we lost Jennifer Larsen, a long-time member of the RCSAC. Jennifer served her community with passion and commitment and her contribution to the RCSAC is greatly missed.

Organization	Representative(s)
Voting Members	
Avia Employment Centres	Lonnie Belfer
BC Responsible and Problem Gambling	Jenn Fancy de Mena
Boys and Girls Club of South Coast BC	Jason Lee
Chimo Community Services	Diane Sugars
City Appointee	Hamid Ghanbari
City Appointee	Olivia Chia
Community Living BC	George Sartori
Developmental Disabilities Association	Donna Cain
Family Services of Greater Vancouver	Karin Kirkpatrick
Heart of Richmond AIDS Society	Brian Wardley
Individual Member	Jennifer Larsen
Pacific Community Resource Services	Leslie Martin
Pathways Clubhouse Richmond	Una Mulhall
RCMP Richmond	Constable Heather Hall
Richmond Addictions Services Society	Rick Dubras
Richmond Animal Protection Society	Eyal Lichtmann
Richmond Cares, Richmond Gives	Jocelyn Wong
Richmond Caring Place Society	Sandy McIntosh
Richmond Children First	Helen Davidson
Richmond Centre for Disability	Ella Huang
Richmond Division of Family Practice	Denise Ralph
Richmond Family and Youth Court Committee	Neelu Kang Dhaliwal
Richmond Family Place Society	Janice Lambert
Richmond Food Bank Society	Alex Nixon
Richmond Food Security Society	Anita Georgy
Richmond Mental Health Consumer & Friends Society	Isabel Ceron
Richmond Multicultural Community Services	Parm Grewal
Richmond Poverty Response Committee	De Whalen
Richmond School District #38	Sherry Elwood
Richmond Seniors Advisory Committee	Sandra Gebhardt
Richmond Society for Community Living	Janice Barr
Richmond Therapeutic Equestrian Society	TBD
Richmond Women's Resource Centre	Florence Yau
Richmond Youth Service Agency	Jane Reed
Salvation Army (Richmond)	Kathy Chiu
S.U.C.C.E.S.S.	Ling Chu
Touchstone Family Services	Judy Valsonis
Turning Point Recovery Society	Ted Paxton
Vancouver Coastal Health	Belinda Boyd
Vancouver Transit Police	Inspector Bruce Shipley
Non-Voting Members	
Council Liaison	Cllr. Derek Dang
Staff Liaison	Lesley Sherlock

2017 RCSAC Work Plan Results

For the 2017 year, the RCSAC continued to link its annual work plan initiatives to the Richmond City Council Term Goals. The 2017 Work Plan was designed to provide Council with advice to support Council's Goal Statement for Community Social Services:

Continued implementation of the Social Development Strategy that articulates our role and how we work with our partners in service provision, manages expectations and targets our limited resources in the delivery of these services.

Within this goal statement, the RCSAC focused on providing advice on the following Council priorities. The RCSAC also worked to strengthen agency and RCSAC capacity.

Council Term Goal 1.4 - Effective interagency relationships and partnerships

Objectives

- To respond to Council requests for advice regarding community safety matters
- To provide a forum for Social Service Providers, Council Liaisons and City Staff, Citizen Appointees and Individual Members to collaborate, share, network and learn from one another, as well as from guest speakers regarding City and community initiatives
- To identify, advise and provide recommendations to City Council and staff of trends, gaps and needs of our community

2017 Activities

- Provided networking and information sharing opportunities for member agencies with the goal of strengthening the social safety net
- Heard eight presentations from various groups on topics relevant to RCSAC member organizations and Richmond social services, including presentations by the Transit Police and Dr. Michael Ma from Kwantlen Polytechnic's Criminology Department

Council Term Goal 2.2 - Effective social service networks

Objectives

- To increase connections within the RCSAC membership
- To increase information and opportunities for the RCSAC members to plan and promote community and social service events and activities
- To review and broaden the membership of the RCSAC and encourage organizations providing community and social services in the Richmond community to join
- To increase administrative efficiency for the RCSAC

2017 Activities

- Maintained the Community Table/Committee Inventory
- Actively recruited potential member organizations
- Began the process of upgrading the RCSAC website to ensure its continued use
- Completed the RCSAC 2017 Annual Report

Council Term Goal 3.4 - Diversity of housing stock

Objectives

- Continue to support the implementation of the City's Affordable Housing Strategy
- Advise Council regarding the City's Affordable Housing Strategy Update

2017 Activities

- Participated in the Affordable Housing Strategy Update consultations
- Received monthly updates from the Richmond Homeless Coalition

Council Term Goal 4.2 - Innovative projects and initiatives to advance sustainability

Objectives

- The RCSAC will examine food security and its inter-relation to community and social services in Richmond (e.g. intersection of food with physical and mental health, disease prevention, emergency food relief)
- Support the City as it advocates for a coordinated regional approach to enhance local food security
- Support the development of a food security action plan and appropriate committee structure for the City of Richmond

2017 Activities

- An action team was formed regarding Food Security in Richmond
- A Communication Tool was sent to Council advising that Richmond City Council create a Richmond Food Systems Advisory Committee

Council Term Goal 5.1 - Advancement of City priorities through strong intergovernmental relationships

Objectives

• To provide Council with information about the impact of provincial and federal funding decisions on social services agencies and Richmond residents

2017 Activities

- Presented "Municipal Responses to Child & Youth Poverty" report to Planning Committee in February 2017 resulting in Council advocating to the Province for the establishment of a BC Poverty Reduction Plan
- Held the MLA Information Session and exchanged information on social services and gaps in service in Richmond

Council Term Goal 6.2 - Infrastructure is reflective of and keeping pace with community need

Objectives

- Identify non-profit society space needs within Richmond
- Identify housing needs of RCSAC member agency clients

2017 Activities

- Formed the NPO Space Needs Subcommittee to closely examine agency-specific space needs in Richmond
- Funding request for NPO Space Needs project was reviewed by Planning Committee in September 2017

Council Term Goal 9.2 - Effective engagement strategies and tools

Objectives

- To share and promote information and engagement opportunities to clients of member agencies
- To stay apprised of results of engagement tools and how they are impacting our clients

2017 Activities

- Encouraged information sharing at every RCSAC General Meeting
- Sent out weekly updates to RCSAC member organizations that included community and agency updates

• Welcomed eight presentations from various groups on important topics relevant to member organizations

Additional RCSAC Work Plan Activities

Objectives

- To increase connections between the RCSAC members
- To increase information and opportunities for the RCSAC members to plan and promote community and social service events and activities
- To review and broaden the membership of the RCSAC and encourage organizations providing community and social services in the Richmond community to join
- To increase administrative efficiency for the RCSAC

2017 Activities

- Maintained the Community Committees and Tables list
- Increased RCSAC membership
- Encouraged and facilitated sub-committees and task forces to collaborate on RCSAC and community projects
- Promoted information sharing amongst member organizations
- Encouraged and facilitated advocacy amongst member organizations
- Reduced meeting and administrative costs of the RCSAC
- Began the process of upgrading the RCSAC website

RCSAC 2017 Financial Statement

	2017 - January 1 to December 31
Balance Projected to be brought Forward from 2016	\$4212.58
Revenue	
City of Richmond	\$11,000.00
Membership Dues	\$1,450.00
Bank Interest	\$1.11
Sponsorship	
Total Revenue	\$16,663.69
Expenses	
Admin Assistant	\$9,599.42
Admin Expenses	\$236.01
Forums/Meetings	\$778.16
Website + IT	\$2,079.49
Website Training/Calendar	\$0.00
Post Box Renewal	\$170.10
Volunteer Appreciation	\$50.00
Task/Action Groups	\$250.00
Total Expenses	\$13,163.18
Total Balance	\$3,500.51



2018 Work Plan and Budget

2018 Draft RCSAC Work Plan

The RCSAC continues to link its annual work plan initiatives to Richmond City Council's Term Goals. The 2018 Work Plan is designed to provide Council with advice on social and other community services to support Council's Goal Statement for a Vibrant, Active and Connected City.

The RCSAC will prioritize Council requests for advice as they arise throughout the year. The RCSAC will also continue to provide advice on community service matters that reflect Council Term Goals as outlined in the following proposed 2018 Work Plan.

Goal 1: A Safe Community

1.4 Effective interagency relationships and partnerships

Objectives

- To respond to Council requests for advice regarding community safety matters
- To provide a forum for Social Service Providers, Council Liaisons and City Staff, Citizen
 Appointees and Individual Members to collaborate, share, network and learn from one another,
 as well as from guest presenters from the City and community
- To identify, advise and provide recommendations to City Council and staff of trends, gaps and needs of our community

Proposed 2018 Actions

- Continuing to implement the annual RCSAC Community Social Services and Space Needs Survey that provides an overview of agency funding and space need trends in Richmond
- Invite guest presenters to educate the RCSAC on topics relevant to social service providers and their clients, including community safety
- Determine the need for further gap analysis in service areas, in addition to Addictions and Mental Health
- Support initiatives that reduce barriers to accessing services in the community

- Advice is provided to Council regarding community safety net matters
- Annual Social Services and Space Needs Survey monitoring funding and space needs trends is prepared, implemented, analyzed and reported out
- Communication Tools are sent to Council as appropriate

Goal 2: A Vibrant, Active, and Connected City

2.2 Effective social service networks

Objectives

- To increase connections within the RCSAC membership
- To increase information and opportunities for RCSAC members to plan and promote community and social service events and activities
- To review and broaden the membership of the RCSAC and encourage organizations providing community and social services in the Richmond community to join
- To increase administrative efficiency for the RCSAC

Proposed 2018 Actions

- Maintain the Community Table/Committee Inventory and provide an update to Council in the RCSAC Annual Report
- Continue to develop a members-only log-in section on the RCSAC website so members can access minutes, agendas, reports etc.
- Support on-going updates to the RCSAC website including additions and improvements to the Members-only calendar of addictions and mental health services
- Form an action team to review membership and invite organizations to learn more about the RCSAC

Outcomes/Indicators of Success

- Increased RCSAC website utilization and webpage hits
- RCSAC website members-only log-in page is used
- Increased number of events and program information posted to the RCSAC website
- Additional social and community service organizations join the RCSAC
- Report on successful outcomes completed and included in the RCSAC 2018 Annual Report

Goal 3: A Well-Planned Community

3.4 Diversity of housing stock

Objective

- Advise Council regarding the need for affordable housing and related support services
- Continue to work collaboratively to support the implementation of the City's Affordable Housing Strategy

Proposed 2018 Actions

• Participate in the City's Homelessness Strategy Update consultations

- Work collaboratively with organizations, advocates, and the City to identify and highlight affordable and supportive housing needs and projects in Richmond.
- Work collaboratively with Richmond social services and advocates to prepare communication tools highlighting housing needs and projects to City Council and staff

Outcomes/Indicators of Success

- Regular updates are presented to the RCSAC General Committee meeting by member organizations on the state of housing and homelessness in Richmond
- Successful actions are completed and reported in the RCSAC 2018 Annual Report

Goal 4: Leadership in Sustainability

4.2 Innovative projects and initiatives to advance sustainability

Objectives

- The RCSAC will examine issues of food security and its inter-relation to community and social services in Richmond (e.g. intersection of food with physical and mental health, disease prevention, emergency food relief)
- Support the City as it advocates for a coordinated regional approach to enhance local food security
- Support the development of a food security action plan for the City of Richmond and a committee to oversee implementation

Proposed 2018 Actions

- Action teams formed as necessary to meet objectives
- Support social service organizations as they address food security in Richmond

- Communication Tools to Council completed as appropriate
- Successful actions completed and included in the RCSAC 2018 Annual Report

Goal 5: Partnerships and Collaboration

5.1 Advancement of City priorities through strong intergovernmental relationships

Objectives

 To provide Council with information about the impact of provincial and federal funding decisions on social service agencies and Richmond residents

Proposed 2018 Actions

- Prepare a multi-year analysis of the annual RCSAC Social Services and Space Needs Survey that monitors senior government funding trends
- Invite MLAs to an information session with the RCSAC members
- Invite appropriate provincial ministers to an information session with the RCSAC members

Outcomes/Indicators of Success

- · Communication Tools submitted as appropriate
- Multi-year analysis of senior government funding trends completed and reported to Council
- Meeting held with Richmond MLAs to exchange information regarding social services in Richmond
- Meeting held with provincial ministers to exchange information regarding social services in Richmond

Goal 6: Quality Infrastructure Networks

6.2. Infrastructure is reflective of and keeping pace with community need.

Objectives

- Identify agency-specific space needs for non-profit societies within Richmond
- Identify housing needs of RCSAC member agency clients

Proposed 2018 Actions

NPO Space Needs Action Team reports to RCSAC; RCSAC reports to Council as needed

- Agency-specific space needs information is compiled
- Communication Tools are sent to Council as appropriate
- Successful actions are completed and included in the RCSAC 2018 Annual Report

Goal 9: Well-Informed Citizenry

9.2 Effective engagement strategies and tools.

Objectives

- To share and promote information and engagement opportunities to member agency clients
- To stay apprised of the results of engagement tools and how they impact clients

Proposed 2018 Actions

- Provide an opportunity for presentations to the RCSAC from City staff and Community Partners on engagement strategies and tools
- Share and promote information and engagement opportunities with member agencies and clients

- Communication Tools are sent to Council as appropriate
- Presentations are included in the RCSAC meetings
- Information sharing is included in meetings

RCSAC 2018 Proposed Budget

	2018 - January 1 to December 31
Balance Projected to be brought Forward from 2017	\$3,500.51
Revenue	
City of Richmond	\$11,000.00
Membership Dues	\$1,000.00
Bank Interest	\$1.50
Sponsorship	\$0.00
Total Revenue	\$15,502.01
Expenses	
Admin Assistant	\$10,600.00
Admin Expenses	\$80.00
Forums/Meetings	\$750.00
Website + IT	\$2,000.00
Website Training/Calendar	\$600.00
Post Box Renewal	\$0.00
Volunteer Appreciation	\$200.00
Task/Action Groups	\$1,000.00
Total Expenses	\$15,230.00
Total Balance	\$272.01



Charter

September 11, 2008

Approved by Richmond City Council January 20, 2009

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I. MISSION STATEMENT OF THE RICHMOND COMMUNITY SERVICES ADVISORY COMMITTEE

To encourage and promote those social policies and community services which contribute to the general health, welfare and quality of life of the residents of Richmond, and to increase inter-agency relations and cooperation in order to enhance community capacity.

II. HISTORY

The Richmond Community Services Advisory Committee, hereinafter referred to as "RCSAC", received formal recognition as an advisory body to Richmond City Council and its appropriate Committees on May 25, 1987.

It builds on the information gathering and sharing strengths of the Richmond Community Services Council, which served the community in a similar but less formal capacity from April, 1978 to its evolution as the RCSAC in September, 1987.

During several years of Community services as a voluntary collaborative of non-profit, government and private agencies and organizations in the field of social and related community services, the Richmond Community Services Council and its member organizations were instrumental in the development and establishment of:

- The municipally funded RCMP Youth Intervention Program;
- A municipal social planner position;
- Richmond Child Protection Network;
- Richmond Family Place;
- An open referral in-the-home parenting program (lost with others during the 1983 restraint measures imposed by major government funding sources);
- Collaboration in preparation of the report Preparing for a Livable Future: Recommendations by the City Center Steering Committee;
- Improved Municipal Grant application and appeal processes;
- The Child Care Advisory Committee;
- The Inventory of Social Services in Richmond
- The Richmond Intercultural Advisory Committee

An RCSAC Poverty Response Committee was established, and reports were submitted to Council. This has now become an independent committee.

Representatives from the RCSAC

- participated in the Community Parks, Recreational & Cultural Working Group to assist in providing City Council with a Master Plan;
- currently participate in the Substance Abuse Task Force; and
- the Richmond Intercultural Advisory Committee.

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¹ See Appendix I

III. RICHMOND COMMUNITY SERVICES ADVISORY COMMITTEE (RCSAC) IN BRIEF

- 1. Advises Richmond City Council, and/or the appropriate Council Committee.
- 2. Makes representations to other policy-making bodies on social policy and community services matters.
- 3. Provides informed comment and advice to Richmond City Council on implications for policies and services being changed and introduced.
- 4. Undertakes its work at the request of Richmond City Council, the RCSAC membership, and the community at large.
- 5. Provides a strong and active role in overall social policy and community services decisions for community representatives and nonprofit society boards.

IV. RCSAC ROLES

- 1. The Richmond Community Services Advisory Committee (RCSAC) is a forum for community service* agencies to meet on a regular basis in order to share information and ideas about issues of common interest, and to identify emerging needs.
 - *Community Services: defined as those covering the general areas of health, social services, education, and other related service where the overall intent is to improve the quality of life for Richmond residents.
- 2. The RCSAC will foster the development of services, through an asset building² approach, to meet those needs.
- 3. The RCSAC will establish and monitor Task Forces to undertake activities deemed by the RCSAC to be necessary and consistent with the objectives of the RCSAC. All Task Forces will be time limited with both start and end dates, and will produce a written report.
- 4. The RCSAC may employ and hire such staff as deemed necessary to assist in the operation of the RCSAC, including all Task Forces. All employees will report directly to the Co-Chairs of the Executive Committee.
- 5. The RCSAC will provide a leadership and educational role in social issues affecting community services.
- 6. The RCSAC strives to work cooperatively and in a complementary manner with other City advisory committees.

- 5 **-**

² See Appendix II

V. CITY LIAISON

Liaison with the City of Richmond will be provided by:

- One (1) non-voting Richmond City Council Liaison, and
- One (1) non-voting City Staff Liaison, provided by the Policy Planning Department.

VI. MANDATE

Section A

The RCSAC shall advise Richmond City Council and may, in consultation with City Council, make representations to other policy-making bodies on the following:

- 1. Policies that encourage cooperative planning and delivery of community services to ensure optimum efficiency and effectiveness;
- 2. Social issues/concerns that have an impact community services, special needs groups and the quality of life in the community;
- 3. Community impact of governmental changes to policies and/or programs affecting Richmond's community services; and
- 4. Any other matters that may be referred by Richmond City Council, RCSAC member groups and the community at large.

Section B

1. Coordination of activities and information sharing between the voluntary and public sector.

APPENDIX I

An Oral History of RCSC, later to become RCSAC

(Delivered by Olive Bassett at the RCSAC General meeting of December 8, 2003)

It is ten years since I have been associated with this advisory council, some of which I speak on today could be familiar to many of you but perhaps some of you are not familiar with the early history I hope it will be of interest to you. I was a member of RCSC for many years before becoming a school trustee then I was elected as their Rep. on the PAC (Policy Advisory Council) in 1990. Back in 1978, there was very little planning for social services, something had to be done, and the United Way was invited to set up some social planning for the community. There was no Social Planner at the municipal level at that time. The Child Services Committee, a committee of the United Way, was not representative enough; its mandate was services to children 12 & under. A newly formed Child Abuse Committee was attempting to educate the public on what was happening to children; the community health nurses and social workers were the only ones going into the homes of many abused children. But the climate of the times prevented anyone from speaking out especially about sexual abuse, this was a taboo topic, no one wanted to talk about it. And there were many turf problems, every one was working in isolation on their own particular issues and problems, this is mine that is yours, don't mix the two! Finally the United Way placed an arms length community person in as Chair of the Child Services Committee hoping to become more effective. Something was still needed; the committee was not representative of agencies working with families, children & youth. Palmer School had just gone up in smoke, at the hands of a teen-age girl who badly needed treatment. There were no services of the kind youth like her needed, but it was risking a teachers or a community health nurse's job to speak out on lack of services. It was so difficult to address so many social problems in the community but at that time, the thought of washing your linen in public was not to be tolerated. The School Board refused to put a family life program into the schools. The community was polarized. Many were demanding the program, just as many were in denial it was needed, and these felt the only place to teach this subject was in the home. Which was fine but those children needing the program did not come from homes where this kind of education was taught. It was a little later I believe the Richmond Youth Services Agency came into being to focus on the issues and problems facing the over 12's. And so, it was in this type of atmosphere that a major meeting was held with many of those delivering social services to families. Through this meeting, they got the endorsement needed to be something much broader than the Richmond Children's Committee. A Steering Committee was set up that met twice a month for a solid year and what came out of that was the framework for the Richmond Community Services Council. That was in 1978, and nine years later in '87, with the assistance of a municipal councilor, a social planner had finally been hired, RCSC was restructured and given the formal title of the Richmond Community Services Advisory Council, RCSAC, as it is known today. They would make recommendations for social service issues and report those issues & concerns directly to the Municipal Council through the Policy Advisory Council, who were elected from the Boards of the individual agencies to serve on PAC. They were the political arm of the RCSAC. And Council listened. In their eyes, it was no longer just staff driven. These were elected people making the recommendations. With the new structure, there was also the IAC, Inter Agency committee, made up the staff and the 'Hands On' people who worked in the field, and the Coordinating Committee overseeing both IAC & PAC. This is all in your charter, I found it very interesting to re-read, and it would be well worth your re-reading pages 20 to 24. In

1989, the RCSAC held a "Strategy Planning and Priority Setting Meeting". This was an extremely important meeting for RCSAC. Johnny Carline, Deputy Administrator, Strategic Planning for Richmond spoke on what Richmond could look like in the future, two questions he asked of the group: 1. "What are the priorities for service provision for all of the agencies in the next three years?" 2. "What suggestions do you have for the municipality to incorporate social issues into the growth management strategy?" A planning committee took all the suggestions, solutions, comments and concerns and brought in a final report in January 1990. Seven (7) recommendations came out of it and were presented to council, they may help you in your deliberations on the restructure process, I will leave it with Michael Then in 1994, RCSAC sent out an excellent questionnaire to member organizations, to see if the advisory council was meeting the needs of its membership by addressing gaps, identifying issues and resources to address them and then develop an action plan. The survey was divided into six major sections: Role & Function, Participation, Community issues, Strengths & Weaknesses, Suggestions for raising the profile of RCSAC and lastly the potential for sending out a newsletter. I will also leave a copy of this with Michael, as it may prove useful. I see you are now contemplating another re-structure, perhaps some questions that you may ask yourselves are: "What do you want to accomplish that you are not doing now?" "When was the last time your charter was brought up to date?" "How many agencies out there are not aware of what you do?" "How many agencies or groups out there doing a service for the community, are you not aware of?" In my opinion the reason RCSAC has survived while many others have not, is because community volunteers and staff have worked together for a common goal, this way everyone wins. The effectiveness of RCSAC has always been present to a greater or lesser degree. It is a tremendously important organization and the accomplishments you have gained have not come easy. It is an organization you can be proud to belong to. However, it must be supported by each and every social service organization in order to have the greatest impact for good.

Thank you.

M. Olive Bassett

APPENDIX II

40 DEVELOPMENTAL ASSETS

Search Institute has identified the following building blocks of healthy development that help young people grow up healthy, caring, and responsible.

External Assets

Category Asset Name and Definition

Support

- 1. Family Support-Family life provides high levels of love and support.
- Positive Family Communication-Young person and her or his parent(s) communicate positively, and young person is willing to seek advice and counsel from parents.
- 3. Other Adult Relationships-Young person receives support from three or more non-parent adults.
- 4. Caring Neighborhood-Young person experiences caring neighbors.
- 5. Caring School Climate-School provides a caring, encouraging environment.
- Parent Involvement in Schooling-Parent(s) are actively involved in helping young person succeed in school.

Empowerment

- 7. Community Values Youth-Young person perceives that adults in the community value youth.
- 8. Youth as Resources-Young people are given useful roles in the community.
- 9. Service to Others-Young person serves in the community one hour or more per week.
- 10. Safety-Young person feels safe at home, school, and in the neighborhood.

Boundaries and Expectations

- 11. Family Boundaries-Family has clear rules and consequences and monitors the young person's whereabouts.
- 12. School Boundaries-School provides clear rules and consequences.
- 13. Neighborhood Boundaries-Neighbors take responsibility for monitoring young people's behavior.
- 14. Adult Role Models-Parent(s) and other adults model positive, responsible behavior.
- 15. Positive Peer Influence-Young person's best friends model responsible behavior.
- 16. High Expectations-Both parent(s) and teachers encourage the young person to do well.

Constructive use of time

- 17. Creative Activities-Young person spends three or more hours per week in lessons or practice in music, theatre, or other arts.
- 18. Youth Programs-Young person spends three or more hours per week in sports, clubs, or organizations at school and/or in the community.
- Religious Community-Young person spends one or more hours per week in activities in a religious institution.
- 20. Time at Home-Young person is out with friends "with nothing special to do" two or fewer nights per week

INTERNAL ASSETS

Category Asset Name and Definition

Commitment to Learning

- 21. Achievement Motivation-Young person is motivated to do well in school.
- 22. School Engagement-Young person is actively engaged in learning.
- 23. Homework-Young person reports doing at least one hour of homework every school day.

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- 24. Bonding to School-Young person cares about her or his school.
- 25. Reading for Pleasure-Young person reads for pleasure three or more hours per week.

Positive Values

- 26. Caring-Young person places high value on helping other people.
- 27. Equality and Social Justice-Young person places high value on promoting equality and reducing hunger and poverty.
- 28. Integrity-Young person acts on convictions and stands up for her or his beliefs.
- 29. Honesty-Young person "tells the truth even when it is not easy."
- 30. Responsibility-Young person accepts and takes personal responsibility.
- 31. Restraint-Young person believes it is important not to be sexually active or to use alcohol or other drugs.

Social Competencies

- 32. Planning and Decision Making-Young person knows how to plan ahead and make choices.
- 33. Interpersonal Competence-Young person has empathy, sensitivity, and friendship skills.
- 34. Cultural Competence-Young person has knowledge of and comfort with people of different cultural/racial/ethnic backgrounds.
- 35. Resistance Skills-Young person can resist negative peer pressure and dangerous situations.
- 36. Peaceful Conflict Resolution-Young person seeks to resolve conflict nonviolently.

Positive Identity

- 37. Personal Power-Young person feels he or she has control over "things that happen to me."
- 38. Self-Esteem-Young person reports having a high self-esteem.
- 39. Sense of Purpose-Young person reports that "my life has a purpose."
- 40. Positive View of Personal Future-Young person is optimistic about her or his personal future.

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City of Richmond

Report to Committee

To:

Planning Committee

Date:

November 9, 2017

From:

Kim Somerville

File:

08-4057-01/2017-Vol

ı N

Manager, Community Social Development

01

Re:

Housing Agreement Bylaw No. 9794 to permit the City of Richmond to Secure

Affordable Housing Units located at 6840, 6860 No. 3 Road and 8051

Anderson Road

Staff Recommendation

That Housing Agreement (6840, 6860 No. 3 Road and 8051 Anderson Road) Bylaw No. 9794 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 the Development Permit DP 15-708092.

Kim Somerville

Manager, Community Social Development

(604-247-4671)

Att. 2

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Law Development Applications	☑ ☑	- Li Errey	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	Initials:	APPROVED BY CAO	

Staff Report

Origin

The purpose of this report is to recommend that Council adopt Housing Agreement Bylaw No. 9794 (Attachment 1) to secure approximately 396 m² (4,259 ft²) or 5 affordable housing units in the proposed development located at 6840, 6860 No. 3 Road and 8051 Anderson Road (Attachment 2).

This report and bylaw supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

Continue the development and implementation of an excellent and accessible system of programs, services, and public spaces that reflect Richmond's demographics, rich heritage, diverse needs, and unique opportunities, and that facilitate active, caring, and connected communities.

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

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

This report also supports the Social Development Strategy Goal #1: Enhance Social Equity and Inclusion:

Strategic Direction #1: Expand Housing Choices

As well, this report and bylaw are consistent with the Richmond Affordable Housing Strategy, adopted on May 28, 2007, which specifies the creation of affordable low end market rental units as a key housing priority for the City. This Housing Agreement does not fall under the requirements of the 2017 Affordable Housing Strategy Update as the Rezoning Application was submitted in 2014.

The Applicant, 1004732 BC LTD., has applied to the City for issuance of a Development Permit to develop an 11-storey mixed use building with a total of 7,757m² (83,501 ft²) of residential floor area providing for 75 dwellings units, including five (5) affordable units (low-end market rental), The applicant has chosen to provide the units on site rather than providing cash-in-lieu, as would be permitted by the City's Affordable Housing Strategy (2007). The Development Permit Panel endorsed the application on November 16, 2017.

This Development Permit is associated with the Rezoning Application RZ 14-678448 to rezone the site from "Downtown Commercial (CDT1)" to "City Centre High Density Mixed Use with Office (ZMU31) - Brighouse Village." The Rezoning Application received third reading on February 20, 2017. A condition of the Rezoning Application is to register a Housing Agreement

and Housing Covenant to register the five (5) affordable units along with the maximum rental rates and maximum tenant income as established in the 2007 Affordable Housing Strategy.

Analysis

The subject development application will construct approximately 75 market dwelling units, with 5 affordable rental housing units. The affordable housing units are anticipated to be delivered as follows:

Table 1: Lower-End Market Rental Units, 6840, 6860 No. 3 Road and 8051 Anderson Road

Unit Type	Number of Units	Maximum Monthly Unit Rent	Total Maximum Household Income
1 bedroom	2	\$950	\$38,000 or less
2 bedroom	3	\$1,162	\$46,500 or less
Total	5		

The Housing Agreement restricts the annual household incomes for eligible occupants and specifies that the units must be made available at low-end market rental rates in perpetuity. The Housing Agreement also specifies that occupants of the affordable housing units shall have unlimited access to all on-site indoor and outdoor amenity spaces as well as the required affordable housing parking spaces. The applicant has agreed to the terms and conditions of the attached Housing Agreement, and to register notice of the Housing Agreement on title to secure the five (5) affordable rental housing units.

Financial Impact

None.

Conclusion

In accordance with the *Local Government Act* (Section 483), adoption of Bylaw No. 9794 is required to permit the City to enter into a Housing Agreement which, together with the housing covenant, will act to secure the 5 affordable rental units that are proposed in association with Development Permit DP 15-708092.

Joyce Rautenberg

Affordable Housing Coordinator

(604-247-4916)

Att. 1: Bylaw No. 9794, Schedule A

2: Map of Subject Property

Schedule A

To Housing Agreement (1004732 BC Ltd.) Bylaw No. 9794

HOUSING AGREEMENT BETWEEN 1004732 BC Ltd (IFORTUNE) AND THE CITY OF RICHMOND

PRIORITY AGREEMENT

FIRST COMMERCIAL BANK (the "Chargeholder") is the holder of a Mortgage and Assignment of Rents encumbering the Lands, which Mortgage and Assignment of Rents were registered in the Lower Mainland Land Title Office under numbers CA4014685 and CA4014686, respectively (together, the "Charges").

The Chargeholder, being the holder of the Charges, by signing below, in consideration of the payment of Ten Dollars (\$10.00) and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged and agreed to by the Chargeholder), hereby consents to the granting of the covenants in the Housing Agreement by the Owner and hereby covenants that the Housing Agreement shall bind the Charges in the Lands and shall rank in priority upon the Lands over the Charges as if the Housing Agreement had been signed, sealed and delivered and noted on title to the Lands prior to the Charges and prior to the advance of any monies pursuant to the Charges. The grant of priority is irrevocable, unqualified and without reservation or limitation.

FIRST COMMERCIAL BANK by its authorized signatory(ies):

Per:

Bob Yeh

General Manager

Per:

Name:



Housing Agreement (6840, 6860 No. 3 Road and 8051 Anderson Road) Bylaw No. 9794

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 located at 6840, 6860 No. 3 Road and 8051 Anderson Road and legally
	described as:

PID: 011-325-666 Lot 3 Except: Parcel "A" (Explanatory Plan 12388), Plan

8552, Section 9, Block 4 North, Range 6 West, Lot "B"

PID: 003-609-944 (RD58458E), Plan 8552, Section 9, Block 4 North, Range 6

West, and Lot 169, legal Plan 39107, Section 9, Block 4

PID: 002-850-702 North, Range 6 West, (the "Lands")

2. This Bylaw is cited as "Housing Agreement (6840, 6860 No. 3 Road and 8051 Anderson Road) Bylaw No. 9794".

FIRST READING		CITY OF RICHMOND
SECOND READING	 	APPROVED for content by originating dept.
THIRD READING		3R
ADOPTED	·	APPROVED for legality by Solicitor
MAYOR	CORPORATE OFFICER	

HOUSING AGREEMENT (Section 483 Local Government Act)

THIS AGREEMENT is dated for reference the 29th day of November, 2017,

BETWEEN:

1004732 B.C. LTD. (INC. NO. BC1004732), a corporation pursuant to the *Business Corporations Act* and having an address at S415-5811 Cooney Road, Richmond, British Columbia, V6X 3M1

(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 housing units to classes of persons, administration of housing units and rent which may be charged for housing units:
- B. The Owner is the owner of the Lands (as hereinafter defined); and
- C. The Owner and the City wish to enter into this Agreement (as herein defined) 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 May 28, 2007, and containing a number of recommendations, policies, directions, priorities, definitions and annual targets for affordable housing, as may be 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 Unit 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) "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;
 - (g) "Daily Amount" means \$100.00 per day as of January 1, 2009 adjusted annually thereafter by adding thereto an amount calculated by multiplying \$100.00 by the percentage change in the CPI since January 1, 2009, to January 1 of the year that a 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 shall be final and conclusive;
 - (h) "Development" means the mixed-use residential and commercial development to be constructed on the Lands;
 - (i) "Development Permit" means the development permit authorizing development on the Lands, or any portion(s) thereof;

Housing Agreement (Section 483 Local Government Act) iFortune (6840 & 6860 No.3 Rd, 8051 Anderson Rd) Application No. RZ 14-678448 RZ Consideration No. 12

- (j) "Director of Development" means the individual appointed to be the chief administrator from time to time of the Development Applications Division of the City and his or her designate;
- (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 and includes, where the context permits, an Affordable Housing Unit;
- (l) "Eligible Tenant" means a Family having a cumulative annual income of:
 - (i) in respect to a bachelor unit, \$34,000 or less;
 - (ii) in respect to a one-bedroom unit, \$38,000 or less;
 - (iii) in respect to a two-bedroom unit, \$46,500 or less; or
 - (iv) in respect to a three or more bedroom unit, \$57,500 or less

provided that, commencing January 1, 2018, the annual incomes set-out above shall be adjusted annually on January 1st 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 shall 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 shall 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) "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, dated for reference December _____, 2017, and registered under number CA______, as it may be amended or replaced from time to time;

- (o) "Interpretation Act" means the Interpretation Act, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;
- (p) "Land Title Act" means the Land Title Act, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;
- (q) "Lands" means, collectively, the following lands, including buildings or portions of buildings, into which said land(s) are Subdivided:
 - (i) PID: 011-325-666, Lot 3 Except: Parcel "A" (Explanatory Plan 12388); Section 9 Block 4 North Range 6 West New Westminster District Plan 8552;
 - (ii) PID: 003-609-944, Lot "B" (RD58458E) Section 9 Block 4 North Range 6 West New Westminster District Plan 8552; and
 - (iii) PID: 002-850-702, Lot 169 Section 9 Block 4 North Range 6 West New Westminster District Plan 39107;
- (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) "Manager, Community Social Development" means the individual appointed to be the Manager, Community Social Development from time to time of the Community Services Department of the City and his or her designate;
- (u) "Owner" means 1004732 B.C. LTD. (Inc. No. BC1004732), being the Transferor described in item 5 of the Land Title Act Form C General Instrument constituting Part 1 of this Agreement together with any successors in title to the Lands or a portion of the Lands
- (v) "Permitted Rent" means no greater than:
 - (i) \$850.00 a month for a bachelor unit;
 - (ii) \$950.00 a month for a one-bedroom unit;
 - (iii) \$1,162.00 a month for a two-bedroom unit; and
 - (iv) \$1,437.00 a month for a three (or more) bedroom unit,

provided that, commencing January 1, 2018, the rents set-out above shall be adjusted annually on January 1st 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 shall 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 shall 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;
- (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;
- 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. 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 must, 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 Appendix 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 shall 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.

ARTICLE 3 DISPOSITION AND ACQUISITION OF AFFORDABLE HOUSING UNITS

- 3.1 The Owner will not permit an Affordable Housing Unit Tenancy Agreement to be subleased or assigned.
- 3.2 If this Housing Agreement encumbers more than one Affordable Housing Unit, then the Owner may not, without the prior written consent of the City Solicitor, sell or transfer less than five (5) Affordable Housing Units in a single or related series of transactions so 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 five (5) Affordable Housing Units.
- 3.3 If the Owner sells or transfers one (1) or more Affordable Housing Units, the Owner will notify the City Solicitor of the sale or transfer within 3 days of the effective date of sale or transfer.

- 3.4 The Owner must 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;
 - (d) the Owner will not require the Tenant or any permitted occupant to pay any move-in/move-out fees, strata fees, strata property contingency reserve fees or any 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, or for sanitary sewer, storm sewer, water, other utilities, 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, an Owner may charge the Tenant the Owner's cost, if any, of providing cable television, telephone, other telecommunications, gas, or electricity fees, charges or rates;
 - (e) the Owner will attach a copy of this Agreement to every Tenancy Agreement;
 - (f) 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;
 - (g) 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; and/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 section 3.4(g)(ii) of this Agreement [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 shall provide that the termination of the tenancy shall be effective 30 days following the date of the notice of termination. In respect to section 3.4(g)(ii) of this Agreement, termination shall be effective on the day that is six (6) months following the date that the Owner provided the notice of termination to the Tenant;

- (h) 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
- (i) the Owner will forthwith deliver a true copy of the Tenancy Agreement to the City upon demand.
- 3.5 If the Owner has terminated the Tenancy Agreement, then the Owner shall use best efforts to cause the Tenant and all other persons that may be in occupation of the Affordable Housing Unit 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 Affordable Housing Unit is damaged or destroyed, to the extent of 40% or more of its value above its foundations, as determined by the City in its sole discretion,

and, in each case, a demolition permit for the Affordable Housing Unit has been issued by the City and the Affordable Housing Unit 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 rental accommodation will have no force and effect.
- 5.3 No strata corporation shall pass any bylaws preventing, restricting or abridging the use of the Affordable Housing Units as rental accommodation.
- No strata corporation shall 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.
- No strata corporation shall 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, notwithstanding that the Strata Corporation may levy such 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; provided, however, that the electricity fees, charges or rates for use of electric vehicle charging stations are excluded from this provision.
- The strata corporation shall 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, subject to section 5.5 of this Agreement, on the same basis that governs the use and enjoyment of any common property, limited common property and other common areas, facilities or amenities of the strata corporation, including parking, bicycle storage, electric vehicle charging stations and related facilities, by 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.

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 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 the Owner is otherwise in breach of any of its obligations under this Agreement or the Housing Covenant, the Owner will pay the Daily Amount to the City for every day that the breach continues after forty-five (45) days written notice from the City to the Owner stating the particulars of the breach (or if the breach reasonably requires more than forty-five (45) days to cure, such period as is reasonably required to cure such breach so long as the Owner has commenced action to cure the breach and thereafter promptly and continuously works to remedy and cure 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 (5) 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 shall 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 common property sheet; and
- (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. If this Agreement is filed in the LTO as a notice under section 483 of the *Local Government Act* prior to the Lands having been Subdivided, and it is the intention that this Agreement is, once separate legal parcels are created and/or the Lands are subdivided, to charge and secure only the legal parcels or Subdivided Lands which contain the Affordable Housing Units, then the City Solicitor shall be entitled, without further City Council approval, authorization or bylaw, to partially discharge this Agreement accordingly. The

Owner acknowledges and agrees that notwithstanding a partial discharge of this Agreement, this Agreement shall be and remain in full force and effect and, but for the partial discharge, otherwise unamended. Further, the Owner acknowledges and agrees that in the event that the Affordable Housing Unit is in a strata corporation, this Agreement shall remain noted on the strata corporation's common property sheet.

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

Subject to section 7.1 of this Agreement, 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 covenants and agrees that it 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. Notwithstanding the foregoing, the Owner acknowledges and agrees that the City, in its absolute discretion, may require the Owner, at the Owner's expense, to 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:

- 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 shall, 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 shall 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.

	732 B.C. LTD. (INC. NO. BC1004732) authorized signatory(ies):	
Per:	Name:	
Per:	Name:	
	Y OF RICHMOND authorized signatory(ies):	
Per:	Malcolm D. Brodie, Mayor	
Per:	David Weber, Corporate Officer	
		CITY OF RICHMOND APPROVED for content by originating

Housing Agreement (Section 483 Local Government Act) iFortune (6840 & 6860 No.3 Rd, 8051 Anderson Rd) Application No. RZ 14-678448 RZ Consideration No. 12

APPROVED for legality by Solicitor

DATE OF COUNCIL APPROVAL

Appendix A to Housing Agreement

STATUTORY DECLARATION

CANADA)	IN THE MATTER OF A	
PROV	INCE (OF BRITISH COLUMBIA)	HOUSING AGREEMENT WITH THE CITY OF RICHMOND ("Housing Agreement")
TO W	TT:			
		are that:		, British Columbia, do
1.	I am t "Affor knowl	rdable Housing Unit"), and ma	of the oake this	owner of (the declaration to the best of my personal
2.		leclaration is made pursuant to thing Unit.	ie Housii	ng Agreement in respect of the Affordable
3.	Afford Housi	the period from	ed only b	to, the by the Eligible Tenants (as defined in the addresses and whose employer's names
	[Name	es, addresses and phone numbers	of Eligibi	e Tenants and their employer(s)]
4.	The re	ent charged each month for the A	ffordable	Housing Unit is as follows:
	(a)	the monthly rent on the date 36 \$\ per month;	5 days b	efore this date of this statutory declaration:
	(b)	the rent on the date of this statut	ory decla	ration: \$; and
	(c)	the proposed or actual rent that date of this statutory declaration		payable on the date that is 90 days after the
5.	Agree Office	ement, and other charges in favo e against the land on which the A	ur of the ffordable	e Owner's obligations under the Housing City noted or registered in the Land Title e Housing Unit is situated and confirm that gations under the Housing Agreement.

is of the same force and effect as : Evidence Act.	if made	under	oath	and	pursuant	to	the	Canad
DECLARED BEFORE ME at the City of)							
, in the Province of British)							
Columbia, this day of)							
, 20)							
)							
	ý							
	Ś	***************************************		Dl	ECLARAI	NT		
A Commissioner for Taking Affidavits in the	í							
Province of British Columbia	,							

6.

I make this solemn declaration, conscientiously believing it to be true and knowing that it

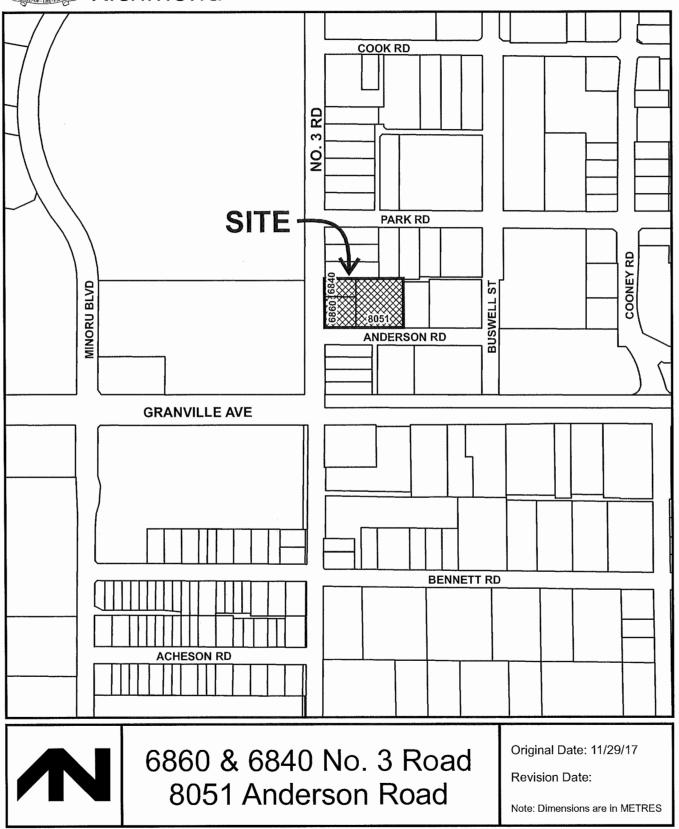
PRIORITY AGREEMENT

FIRST COMMERCIAL BANK (the "Chargeholder") is the holder of a Mortgage and Assignment of Rents encumbering the Lands, which Mortgage and Assignment of Rents were registered in the Lower Mainland Land Title Office under numbers CA4014685 and CA4014686, respectively (together, the "Charges").

The Chargeholder, being the holder of the Charges, by signing below, in consideration of the payment of Ten Dollars (\$10.00) and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged and agreed to by the Chargeholder), hereby consents to the granting of the covenants in the Housing Agreement by the Owner and hereby covenants that the Housing Agreement shall bind the Charges in the Lands and shall rank in priority upon the Lands over the Charges as if the Housing Agreement had been signed, sealed and delivered and noted on title to the Lands prior to the Charges and prior to the advance of any monies pursuant to the Charges. The grant of priority is irrevocable, unqualified and without reservation or limitation.

	s authorized signatory(ies):
Per:	Name:
Per:	Name:







Report to Committee

To:

Planning Committee

Date:

December 11, 2017

From:

Kim Somerville

File:

07-3070-01/2017-Vol

Manager, Community Social Development

01

Re:

Child Care Operator Selection for Kingsley Estates Child Care Facility, 10380

No. 2 Road

Staff Recommendation

That the YMCA be appointed as the child care operator for the City-owned facility currently under construction at 10380 No. 2 Road, subject to the Society entering into a lease for the facility that is satisfactory to the City, as outlined in the report titled "Child Care Operator Selection for Kingsley Estates Child Care Facility, 10380 No. 2 Road," dated December 11, 2017, from the Manager of Community Social Development.

Kim Somerville

Manager, Community Social Development

(604-247-4671)

Att. 5

REPORT CONCURRENCE						
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER				
Finance Department		Je Erreg				
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	Initials:	APPROVED BY CAO				

Staff Report

Origin

The purpose of this report is to seek Council's appointment of a child care operator for the child care facility being constructed by Polygon at 10380 No. 2 Road (Attachment 1). The provision of this amenity was negotiated as a community amenity contribution related to a rezoning agreement (RZ 13-649524) with Polygon Development 273 Ltd. (Polygon), adopted June 22, 2015.

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

Continue the development and implementation of an excellent and accessible system of programs, services, and public spaces that reflect Richmond's demographics, rich heritage, diverse needs, and unique opportunities, and that facilitate active, caring, and connected communities.

- 2.1. Strong neighbourhoods.
- 2.2. Effective social service networks.

This report also supports the following Social Development Strategy actions:

Action 10 – Support the establishment of high quality, safe child care services in Richmond through such means as:

10.3 Securing City-owned child care facilities from private developers through the rezoning process for lease at nominal rates to non-profit providers.

Action 11 – Implement policies identified in the 2041 Official Community Plan to promote the establishment and maintenance of a comprehensive child care system.

This report also supports the strategic direction for "Creating and Supporting Spaces" as set out in the 2017-2022 Richmond Child Care Needs Assessment and Strategy.

Analysis

Background

A child care facility and a site were negotiated as a community amenity to be provided by Polygon, as part of a 133 unit townhouse development located at 10440/10460 No. 2 Road. The rezoning (RZ 13-649524) was adopted on June 22, 2015 and a covenant secured the delivery of a child care facility estimated to cost \$3.3 million. The child care facility was subsequently assigned its own address of 10380 No. 2 Road.

The Kingsley Estates child care facility will have at least 511 m² (5,500 sq. ft.) of indoor activity space and the outdoor activity area will be a minimum of 464.5 m² (5,000 sq. ft.). The facility will include: 37 licensed child care spaces, with an accompanying outdoor play area; a surface

parking lot with nine pick-up/drop off and staff parking spaces, a loading bay and a garbage/recycling area. The child care programs to be delivered in the facility will include licensed Group Care Under 36 Months (12 spaces) and Group Care 30 Months to School Age (25 spaces). Adjacent to the child care facility on the west side is No. 2 Road with a pedestrian sidewalk, bike path and bus shelter. Located to the south of the child care facility is a public plaza and to the north a greenway that leads to London Park.

The facility is currently under construction and scheduled to be completed in March 2018. A photo illustrating the building's construction progress is provided (Attachment 2). Drawings illustrating the various elevations of the building's design are included for reference (Attachment 3). A floor plan and landscape plan show the configuration of the indoor spaces and the outdoor play area (Attachment 4 and Attachment 5).

The City is seeking to lease the future City-owned child care facility to a non-profit child care provider. It is anticipated that a lease between the selected operator and the City could commence in late spring 2018. This would allow the child care facility to be provincially licensed, register families, commence gradual enrollment of children and be in full operation by September 2018.

On October 5, 2017, a Request for Expression of Interest (RFEOI) was published on BC Bid. Information about the posted RFEOI was also sent to Child Care Licensing (Vancouver Coastal Health) and the Richmond Child Care Resource and Referral Centre for distribution to their networks. A closing date of November 6, 2017 provided four weeks for submission preparation. An information meeting was held on October 17, 2017 for interested respondents. Four applicants submitted Expressions of Interest (EOI) by the closing date. Complete submissions are on file with the City's Purchasing Department.

A panel consisting of City staff participated in the selection process. An invitation was extended to the Child Care Development Advisory Committee to volunteer a member to participate on the selection panel, however, the invitation was declined due to various members' time commitments. Based on the selection panel's assessment, the YMCA is recommended as the child care provider for the child care facility located at 10380 No. 2 Road. Key attributes of the Society include its philosophy, programming, operational practices, experience in planning and opening new facilities and history of providing quality licensed child care in Richmond and other municipalities.

Financial Impact

There is no immediate financial impact; however, the selected operator may apply annually for a permissive tax exemption. An operating budget impact of \$38,833 has been added to the City's Facility Services budget to address ongoing maintenance.

Conclusion

The YMCA is an experienced child care provider currently operating licensed child care programs in Richmond. They have the financial and staff capacity to operate and maintain this new City child care facility. In addition, they have an excellent reputation for delivering high quality group child care programs. Staff are recommending that the YMCA be endorsed as the

child care operator for the City-owned child care facility located at 10380 No. 2 Road, subject to entering into a satisfactory lease agreement with the City. This new community amenity will help advance the City's goal of creating and supporting more child care spaces in Richmond.

Coralys Cuthbert

Child Care Coordinator

(604-204-8621)

Att. 1: Site Map

2: Photo of Building Under Construction

C. Campbert

- 3: Building Elevations
- 4. Floor Plan
- 5. Landscape Plan

Site Plan

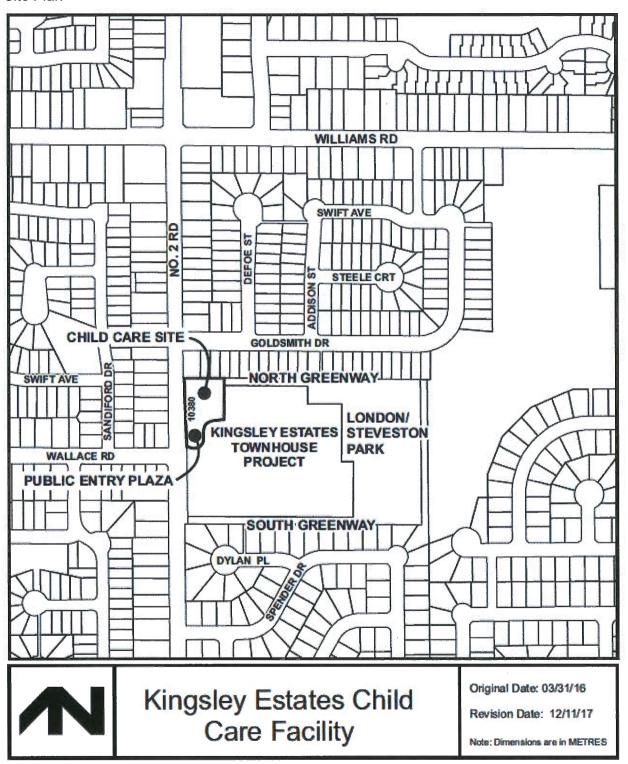
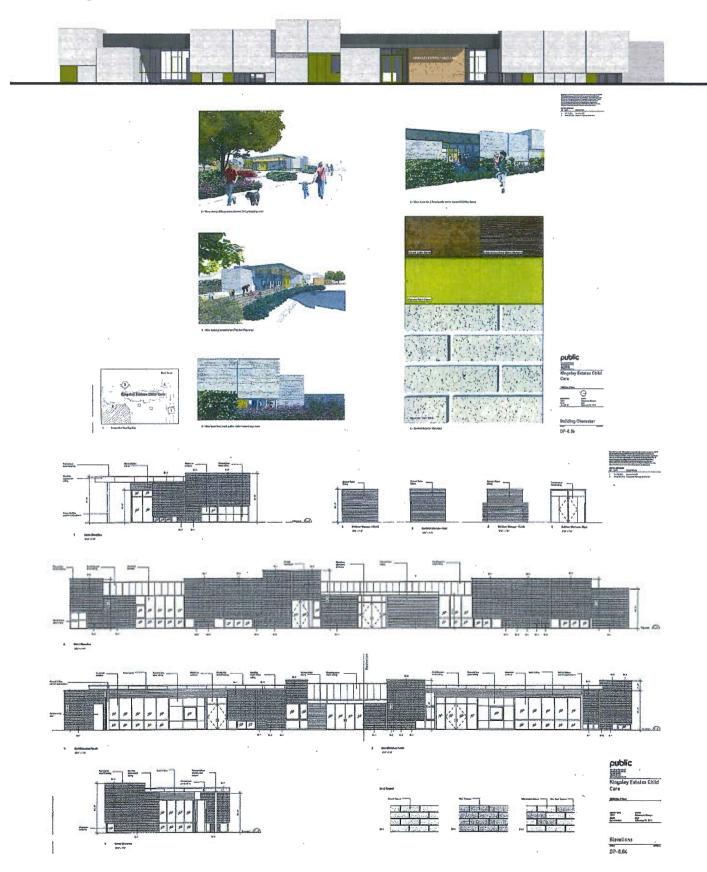


Photo of Building Under Construction

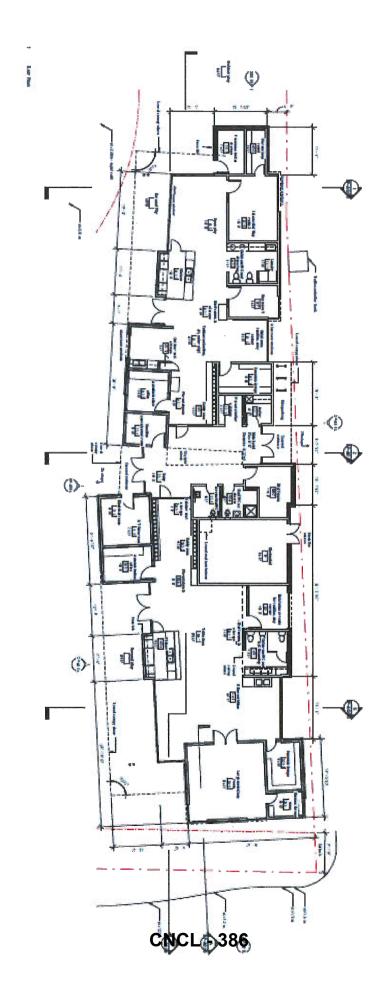


Building Elevations



CNCL - 385

Floor Plan



Landscape Plan





Report to Committee

To:

Planning Committee

Date:

December 14, 2017

From:

Kim Somerville

File:

07-3000-01/2017-Vol

01

Re:

Cultural Harmony Plan: Guiding Principles

Manager, Community Social Development

Staff Recommendation

1. That the Guiding Principles detailed in the staff report titled "Cultural Harmony Plan: Guiding Principles," dated December 14, 2017, from the Manager, Community Social Development, be endorsed; and

2. That the Guiding Principles be used to inform the strategic directions and actions of the draft Cultural Harmony Plan.

Kim Somerville

Manager, Community Social Development

(604-247-4671)

REPORT CONCURRENCE					
CONCURRENCE OF GENERAL MANAGER					
REVIEWED BY STAFF REPORT INITIALS:					
AGENDA REVIEW SUBCOMMITTEE	CJ				
APPROVED BY CAO					

Staff Report

Origin

In 2016, Council approved the development of a Cultural Harmony Plan through the 2017 Financial Plan. The underlying rationale for developing a Cultural Harmony Plan was rooted in Richmond's changing demographics that have implications for the City's social cohesion as different communities express their needs and expectations in relation to civic and community life. Furthermore, the Social Development Strategy has identified the need to a) clarify the City's role in refugee and immigrant settlement; b) improve intercultural communication; and c) facilitate opportunities for immigrants to participate in civic life. The development of a Cultural Harmony Plan is intended to support the implementation of relevant Social Development Strategy commitments and further enhance and build on the City's cultural inclusion practices as they relate to policy development, program and service delivery, public consultation and customer service.

The development of the Plan is divided into three phases:

- 1. Phase One: Research Cultural Harmony Best Practices:
- 2. Phase Two: Analyze the City's Existing Service Levels and Programs; and
- 3. Phase Three: Recommended actions for a Cultural Harmony Plan.

The purpose of this report is to adopt Guiding Principles that will shape the development of a draft Cultural Harmony Plan.

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

Continue the development and implementation of an excellent and accessible system of programs, services, and public spaces that reflect Richmond's demographics, rich heritage, diverse needs, and unique opportunities, and that facilitate active, caring, and connected communities.

2.3. Outstanding places, programs and services that support active living, wellness and a sense of belonging.

This report supports Council's 2014-2018 Term Goal #5 Partnerships and Collaboration:

5.2. Strengthened strategic partnerships that help advance City priorities.

This report supports Council's 2014-2018 Term Goal #9 A Well-Informed Citizenry:

Continue to develop and provide programs and services that ensure the Richmond community is well-informed and engaged on City business and decision making.

9.2. Effective engagement strategies and tools.

This report supports the Social Development Strategy's Action 16:

Improve the City's cultural competence through monitoring the intercultural sensitivity and inclusiveness of corporate policies and practices, making adjustments as necessary.

This report also supports the Social Development Strategy's Action 19: Create opportunities to showcase Richmond's cultural diversity and facilitate intercultural dialogue by:

Action 19.1 - Encouraging collaborative approaches to ensure that Richmond remains a welcoming and integrated community, while respecting the desires of immigrant groups to maintain their own cultures.

Action 19.2 - Facilitating the development and coordination of intercultural events that provide opportunities for active learning about the traditions of different cultures.

Action 19.3 - Researching and pursuing opportunities for community-based dialogues or forums about current issues that face the community as a whole, and that build intercultural interaction and awareness regarding shared values and goals amongst residents of Richmond

Analysis

The proposed Guiding Principles will inform the development of the draft Cultural Harmony Plan. They will ensure that the Plan's recommended actions strive to enhance existing and future City practices that relate to policy development, program and service delivery, customer service and public consultation. Developing recommendations for the draft Plan will involve researching best practices from other municipalities, and the analysis of the City's current policies and practices in themed areas such as accountability, community engagement, customer service, partnerships and staff capacity building and training.

The draft Guiding Principles were developed by the Cultural Harmony Steering Committee which consists of staff representatives from Community Social Development, Community Services Administration, Recreation Services, Richmond Fire & Rescue, Community Safety and Human Resources. In developing the draft Guiding Principles, the Steering Committee considered recent examples developed for other City initiatives such as the Minoru Centre for Active Living, the Garden City Lands, the Community Wellness Strategy update and the Recreation Fee Subsidy Program Update. The intent behind the Guiding Principles is to help shape the development of the draft Cultural Harmony Plan.

Guiding Principles

- 1. Ensure City policies and practices intentionally promote excellence in equity, respect and intercultural harmony.
- 2. Align with and complement existing City strategies, plans, processes and practices that seek to address cultural harmony.

- 3. Provide measurable outcomes related to how the City's diverse communities interact with each other and the City.
- Facilitate ongoing community engagement as a means to implementing the recommended actions of the Cultural Harmony Plan and ensure that there are opportunities for feedback.
- 5. Develop actions that support the Richmond Intercultural Advisory Committee's intercultural vision "for Richmond to be the most welcoming, inclusive and harmonious community in Canada".
- Develop actions that promote and facilitate cultural inclusion and that are realistic and achievable in the context of available resources, are resilient over time and are flexible enough to be revised.

Next Steps

The Guiding Principles will be used to formulate the draft Cultural Harmony Plan. A draft Cultural Harmony Plan and public engagement strategy will be presented to Council in 2018 for endorsement and approval to seek community input. Subsequently, the Cultural Harmony Plan, including the results of the community engagement process, will be presented to Council for final adoption.

Financial Impact

None.

Conclusion

Richmond's changing demographics have implications for the City's social cohesion as different communities express their needs and expectations in relation to civic and community life. The development of the Cultural Harmony Plan will help advance and support the City's efforts to ensure that its policies and practices are effectively promoting and supporting the integration of its diverse communities. Building interaction and awareness around shared values and goals will help to ensure that Richmond continues to be a welcoming and integrated community.

Paul Penner

Program Manager, Community Social Development

(604-204-8599)

Parl Pennon



Report to Committee

To:

Planning Committee

Date:

December 14, 2017

From:

Kim Somerville

File:

08-4057-01/2017-Vol

Man

Manager, Community Social Development

01

Re:

Draft Affordable Housing Strategy 2017-2027

Staff Recommendation

1. That the recommended draft Affordable Housing Strategy 2017-2027 as outlined in the staff report titled, "Draft Affordable Housing Strategy 2017-2027", dated December 14, 2017 from the Manager, Community Social Development, be endorsed for the purpose of seeking public feedback on the implementation plan and future actions in the draft Affordable Housing Strategy 2017-2027.

2. That the final Affordable Housing Strategy 2017-2027, including the results of the consultation, be reported back to Planning Committee at a later date.

Kim Somerville

Manager, Community Social Development

(604-247-4671)

Att. 2

REPORT CONCURRENCE						
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER				
Real Estate Services Development Applications Policy Planning Transportation Finance	ট ত ত ত ত	de Eneg				
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:	APPROVED BY CAO				

Staff Report

Origin

The purpose of this report is to present the draft Affordable Housing Strategy 2017-2027, which is the second strategy undertaken by the City since 2007, providing strategic direction to the City and other stakeholders. The Affordable Housing Strategy 2017-2027 will guide future housing policy and outline actions for implementation. A secondary purpose of this report is to request that the draft plan be endorsed for the purpose of seeking public feedback on the implementation plan and future actions, and to report back with the final Affordable Housing Strategy and results from the public consultation to Planning Committee at a later date. This report will outline the five strategic directions of the Affordable Housing Strategy, implementation framework, and consultation plan.

This report supports the following Council 2014-2018 Term Goals:

Goal #2 A Vibrant, Active and Connected City:

Continue the development and implementation of an excellent and accessible system of programs, services, and public spaces that reflect Richmond's demographics, rich heritage, diverse needs, and unique opportunities, and that facilitate active, caring, and connected communities.

2.2. Effective social service networks.

Goal #3 A Well-Planned Community:

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

3.4. Diversity of housing stock.

Goal #3 Partnerships and Collaboration:

Continue development and utilization of collaborative apparoaches and partnerships with intergovernmental and other agencies to help meet the needs of the Richmond community.

5.2 Strengthened strategic partnerships that help advance City priorities

This report also supports the Social Development Strategy Goal #1: Enhance Social Equity and Inclusion:

Strategic Direction #1: Expand Housing Choices

Prior to this report, staff brought forward the Housing Affordability Profile and the Final Policy Recommendations Report for Council consideration, with both documents incorporating significant stakeholder feedback, extensive research, and analysis. An initial round of consultation in the first phase included an open house, six pop-up events at community centres around Richmond, an online survey, and workshops with key stakeholders. The second round of

consultations involved focus group sessions with key stakeholders directly responsible for creating and managing affordable housing to determine policy recommendations. Currently, the draft Affordable Housing Strategy 2017-2027 is the final document to be presented for consideration as part of the Affordable Housing Strategy update process. The Affordable Housing Strategy 2017-2027 is an action-oriented framework which is a culmination of the work undertaken through a multi-phase process, including a review of existing policies and practices in Richmond, best practice research from other jurisdictions, economic analyses and feedback from stakeholders and Richmond residents. The Strategy also presents an implementation plan outlining future actions to be taken over the next ten years, which will be the focus of the final round of consultation sessions with the public and key stakeholders. Staff will not be seeking feedback on the following policies approved by Council on July 24, 2017:

- 1. Changes to the low-end market rental policy
- 2. Increases to the cash-in-lieu contribution rates
- 3. Setting targets for family-friendly housing for units secured through development

The updated Affordable Housing Strategy will respond to Metro Vancouver's 2040 Regional Growth Strategy Policy 4.1.8: *Prepare and implement Housing Action Plans*. Metro Vancouver indicates that the following themes should be reviewed and/or included:

- Assessments of local housing market conditions, including supply, demand and affordability;
- Identifying housing priorities;
- Identifying implementation measures within the jurisdiction and financial capabilities of municipalities;
- Encouraging the supply of new rental housing and limiting the loss of existing rental housing stock;
- Identifying opportunities to participate in programs with other levels of government to secure additional affordable housing units across the housing continuum; and
- Facilitating ways to work with Metro Vancouver Housing Corporation.

Many of the above themes are addressed in the draft Affordable Housing Strategy; staff continue to work collaboratively to address areas outside of the strategy, such as preserving existing rental housing and increasing the supply of market rental housing through the draft Market Rental Policy.

Analysis

Affordable Housing Strategy Update: Progress to Date

The City's current Affordable Housing Strategy was adopted in 2007. A comprehensive and multi-phased approach has been undertaken to update the Affordable Housing Strategy in light of changing market and demographic trends, as well as the evolving role of the Federal and Provincial government in housing. The following chart displays the work completed to date, and the next steps in finalizing the update process.

Figure 1 – Affordable Housing Strategy Update Process

Phase	Purpose	Process	Deliverable Housing Affordability Profile (endorsed by Council on November 14, 2016) outlining key housing gaps and priority groups in need.		
1. Data Analysis	Identify housing gaps, challenges, and opportunities in Richmond to develop policies that respond to community need.	Statistics and data analysis. Public consultation: pop-up events, open house and online surveys. Stakeholder consultation: focus groups and meetings with representatives from the non-profit housing and service sector, development industry, and government agencies.			
2. Policy Review	Review progress to date. Examine successes and challenges with current policies. Evaluate options for overall policy approach. Develop a series of recommended policy actions to respond to the identified priority.	Extensive policy review including: background research, environmental scan and analysis of various housing policy actions (completed by housing policy consultant). Economic analysis (completed by two third-party land economists). Focus groups with stakeholder groups involved with implementation of Affordable Housing Strategy policies (e.g. non-profit housing and service providers, large-scale developer and small builder representatives, and staff from government agencies).	Final Policy Recommendations (approved by Council on July 24, 2017)		
3. Draft Affordable Housing Strategy	Develop an implementation framework which outlines action items to achieve policy goals. Identify timelines for completion.	Create implementation plan with timeline. Update Affordable Housing Strategy document. Final round of consultation: open houses and online discussion forum. Refine policy actions and implementation plan if needed.	Draft Affordable Housing Strategy 2017-2027 (recommended for Council endorsement at this time)		
4. Final Affordable Housing Strategy	Finalize the Housing Action Plan (primary reference document). Update the Housing Affordability Profile with current statistics and Final Policy Recommendations. Report	Bring forward a final Affordable Housing Strategy for Council consideration.	Final Affordable Housing Strategy 2017-2027 with companion documents Housing Affordability Profile and Final Policy Recommendations) to be presented for adoption		

The updated Affordable Housing Strategy continues to acknowledge the City's role in addressing housing affordability, while recognizing the limitations of the municipal mandate, and the resources required. Once adopted by Council, the approved Affordable Housing Strategy will define the City's role, guide decision making, and identify priorities and resources for the next ten years. Continued partnerships with the non-profit housing sector, community service agencies, the development industry, and other levels of government, are the foundations of the Affordable Housing Strategy 2017-2027, and will be critical in responding to and addressing community need.

Existing and Emerging Priorities

The current 2007 Affordable Housing Strategy outlines the following three priorities:

- 1. Non-market (subsidized) rental targeted to households with incomes below \$34,000
- 2. Low-end market rental targeted to households with incomes of \$57,500 or less (depending on unit type)
- 3. Entry-level homeownership targeted to households with incomes of \$60,000 or less

Through the 2007 Affordable Housing Strategy, the City has utilized various policies and mechanisms to support the creation of non-market housing projects, private market rental housing, secondary suites and units incorporating basic universal housing design features. The draft Affordable Housing Strategy 2017-2027, which is the final phase of the Affordable Housing Strategy update process, showcases the City's significant involvement and/or investment in innovative projects which resulted from successful Affordable Housing Strategy Policy tools. The draft Affordable Housing Strategy 2017-2027 (Attachment 1) continues the balanced approach of securing cash contributions to support the creation of non-market rental housing, implementing policies, and affordable rental units in developments. Richmond also continues to be the only municipality that consistently applies Affordable Housing Policy requirements to developments across the city. The draft Affordable Housing Strategy 2017-2027 provides clarity around how cash contributions to the Affordable Housing Reserve Fund can be used by identifying specific policy actions that will require financial resources, such as developing partnership projects and land acquisition opportunities.

As part of the first phase of the Affordable Housing Strategy update process, a Housing Affordability Profile was created and highlighted key housing gaps and priority groups in need. Through extensive data analysis and feedback from stakeholder and public consultation sessions, the following priority groups facing additional barriers to finding affordable, and appropriate, housing in Richmond include:

- Families;
- Low-to-moderate income households;
- Persons with disabilities;
- Seniors: and
- Vulnerable groups including households on fixed incomes, persons experiencing homelessness, women and children experiencing family violence, persons with mental health and addictions issues, and Aboriginal populations.

The analysis and feedback also revealed key housing gaps experienced by households while searching for suitable and affordable housing in the community, such as:

- Family-friendly units across the housing continuum;
- Accessible and adaptable units along the housing continuum;
- All types of rental housing;
- Non-market housing with supports; and
- Emergency shelter spaces for women and children.

The gaps and groups in need reflect the changing demographics in Richmond, and demonstrate the impact of the low vacancy rates and escalating housing prices. Despite the variety of housing types available, and the ongoing success in creating new affordable rental stock in Richmond, the current demand continues to exceed supply. The current housing stock may also not be suitable or appropriate for some household types (e.g. families requiring multiple bedrooms or accessible units). The housing gaps and priority groups informed the final policy recommendations, adopted by Council on July 24, 2017, which aim to respond to current needs and future opportunities.

Proposed Strategic Directions and Recommended Actions

In responding to the identified housing gaps and priority groups in need, the Affordable Housing Strategy has organized the 21 approved policy actions under five strategic directions. The directions include:

- 1. Use of City regulatory tools to encourage a diverse mix of housing types and tenures;
- 2. Maximize use of City resources and financial tools;
- 3. Build capacity with non-profit housing and service providers;
- 4. Facilitate and strengthen partnership opportunities; and
- 5. Increase advocacy, awareness and education roles.

The Affordable Housing Strategy 2017-2027 spans over 10 years, with actions identified as short-term (1-3 years), medium-term (4-6 years), long-term (7-10 years), and ongoing. While there are 21 approved policy actions, the following priority policies will be the primary focus should the Affordable Housing Strategy 2017-2027 be adopted:

- Securing Low-End Market Rental (LEMR) units through development the City continues to work with the development industry to secure LEMR units through development. The LEMR units are targeted for low-to-moderate income households, and intended to create mixed-income buildings across the city. Amendments to the LEMR policy, adopted by Council in July 2017, include:
 - o Increasing the built unit requirement from 5% to 10% of the total residential floor area to be secured as LEMR units;
 - Decreasing the unit threshold from 80 units to 60 units in developments where LEMR units are required;
 - Implementing a family-friendly target for secured LEMR units of 15% 2 bedroom and 5% 3 bedroom; and
 - Changes in methodology to calculating the maximum rent and annual household income thresholds.

- Increasing the cash-in-lieu contribution rates the cash contributions will be used to support partnerships to create additional non-market units in Richmond, or innovative projects which respond to the key housing gaps and priority groups in need. The following cash contribution rates, adopted in July 2017, are now in place:
 - o Single family rezoning: \$4/ft²;
 - o Townhouse developments: \$8.50/ft²;
 - O Developments with 60 units or less (wood-frame): \$10/ft²; and
 - o Developments with 60 units or less (concrete): \$14/ft².
- Maximizing the Affordable Housing Reserve Fund set an annual target of collecting \$1.5M in cash contributions to support innovative affordable housing projects, partnerships and land acquisition. The Affordable Housing Strategy 2017-2027 endeavours to identify specific uses for the cash contributions, with prioritizing the funds for land acquisition and partnership opportunities.
- Use of City-owned land for affordable housing review affordable housing land needs and ongoing consideration of allocating land as a contribution to partnership projects with other levels of government and non-profit housing sector to create new affordable housing. Projects could include non-market rental, low-end market rental or a mix of rents to facilitate cross-subsidization of rents within a building.
- Use of municipal financial incentives to support affordable housing objectives consider waiving development cost charges and municipal permit fees for new eligible affordable housing developments which are owned and operated by non-profit housing providers, and where affordability is secured in perpetuity. A review will consist of assessing implications on the City's tax increase, costing out development cost charge waivers, and developing an implementation framework. With respect to property tax exemptions for non-market housing managed by non-profit housing providers, a review and best practice analysis will be undertaken in the medium-term (4-6 years).
- Facilitating non-profit housing development opportunities develop policies and practices which empower non-profit housing providers to secure and/or create affordable housing in Richmond. Further policy work will include:
 - Creating criteria for reviewing and prioritizing City-supported non-profit housing projects;
 - Allowing flexibility for affordable housing developments which are non-profit driven and owned to present innovative rent structures that support a mix of affordable rental rates for consideration; and
 - Developing a list of pre-qualified housing providers for partnership opportunities on potential housing developments and ownership/management of LEMR units.

Since adoption of the Affordable Housing Strategy in 2007, the City has been successful in securing a variety of housing types and cash contributions to support innovative standalone affordable housing projects. The proposed strategic directions in the draft Affordable Housing Strategy 2017-2027 will position the City to capitalize on partnership opportunities, while continuing to be a leader in inclusionary housing policies in the region.

Implementation Framework

The implementation framework in the draft Affordable Housing Strategy 2017-2027 identifies the short-term (1-3 years), medium-term (4-6 years), long-term (7-10 years) and ongoing actions to be undertaken over the timeframe of the plan. Staff anticipate providing annual progress reports to update Council and the public on actions that are completed or underway. Further, the amendments to the Low-End Market Rental (LEMR) policy and cash-in-lieu contribution rates will be reviewed on a bi-annual basis. A key assumption of the draft Affordable Housing Strategy 2017-2027 is that adequate resources will be available to support implementation, in addition to responding to the growing and complex nature of the affordable housing portfolio. More staff resources will be required to carry out the actions identified in the draft Affordable Housing Strategy 2017-2027.

Partnerships will be critical to successful implementation of the strategic directions and policies. While the City can play an active role in addressing affordable housing, it cannot do so in isolation and will require support from other levels of government and key stakeholders.

Affordable Housing Strategy Update Process & Next Steps

There are three key documents that are generated through the update process, with the draft Affordable Housing Strategy 2017-2027 anticipated to be the primary resource document. Staff will also update the Housing Affordability Profile, endorsed by Council in November 2016, and the Final Policy Recommendations Report, endorsed by Council in July 2017, to keep the design of all documents consistent. As well, staff will update the statistics in the Housing Affordability Profile with the recently released 2016 Census data, and report back with any new trends. The final Affordable Housing Strategy 2017-2027 and companion documents will be presented for Council consideration in February 2018.

It is anticipated that the final round of consultation sessions will take place in late January 2018, with two open houses to be held in the community. The primary purpose of the consultation will be to seek feedback on the implementation plan and future actions in the Affordable Housing Strategy. As the policy actions have already been adopted in July 2017, staff will not be seeking feedback on policy changes. The focus will be to consult on implementing the policies, and receiving feedback from key stakeholders and the public on how future actions address the priority groups in need and respond to the identified housing gaps. Many of the actions will require significant collaboration with key stakeholders and other levels of government, and the open houses will present an opportunity to discuss each stakeholder's roles in implementation. The open houses will also seek feedback on any potential additional actions to support the policy objectives and strategic directions. Below are examples of potential consultation topics:

• Strategic Direction 1: Use Regulatory Tools to Encourage a Diverse Mix of Housing Types and Tenures

- o Occupancy management practices and opportunities
- o Family-friendly housing opportunities
- o Partnership opportunities to secure affordable housing units with adaptable features to support priority groups in need (e.g. persons with disabilities)
- Other tools and actions that the City could utilize to support diversity in housing types and tenures

• Strategic Direction 2: Maximize Use of City Resources and Financial Tools

- o Acquiring land for affordable housing purposes
- o Options for utilizing the Affordable Housing Reserve Fund
- o Municipal financial incentives for affordable housing
- o Options to support local rent bank initiatives
- Other initiatives that the City could explore utilizing its resources and financial tools within local government authority

• Strategic Direction 3: Build Capacity with Non-Profit Housing and Service Providers

- o Exploring options for non-profit housing development
- o Partnership opportunities to create and secure housing to meet needs of priority groups and address housing gaps
- o Actions to renew existing non-profit housing developments
- Other innovative actions to engage non-profit housing and service providers to create housing for priority groups in need

• Strategic Direction 4: Facilitate and Strengthen Partnership Opportunities

- o Opportunities to review co-location of community assets and affordable housing
- o Potential Richmond-based community land trust
- o Other actions that support successful partnerships

• Strategic Direction 5: Increasing Advocacy, Awareness and Education Roles

- Continued advocacy to senior levels of government to meet the housing needs of the community
- Other initiatives for advocacy to senior levels of government and building awareness in the community regarding housing needs

Key stakeholders participating in the previous rounds of consultation (list of organizations and representatives provided in Attachment 2) will be invited to attend as well as members of the general public. There will also be an online forum via Let's Talk Richmond where individuals will be invited to submit their feedback on the implementation actions in the draft Affordable Housing Strategy 2017-2027. If necessary, staff may refine the implementation plan and actions, report back on consultation feedback, and present the final Affordable Housing Strategy 2017-2027 for Council adoption in February 2018.

Financial Impact

None.

Conclusion

The draft Affordable Housing Strategy 2017-2027 proposes high-level strategic directions and detailed actions for implementation to advance the City's affordable housing objectives. With the accompanying documents, the Housing Affordability Profile and the Final Policy Recommendations Report, the Affordable Housing Strategy provides a clear understanding of the housing needs and the foundation for work to address housing affordability in Richmond over the ten-year timeframe. Should the document be adopted, it will mark the second iteration of an affordable housing strategy process completed by the City. The Affordable Housing Strategy places emphasis on partnerships to position Richmond for success in securing funding

and project opportunities with other levels of government and key stakeholders. The Affordable Housing Strategy also clearly defines the City's role and authority in affordable housing, and aims to enhance Richmond's innovative inclusionary housing approach.

It is recommended that the draft Affordable Housing Strategy 2017-2027 be endorsed and approved for the purpose of seeking public feedback, and the final Affordable Housing Strategy 2017-2027, including results of the consultation be reported back at a later date.

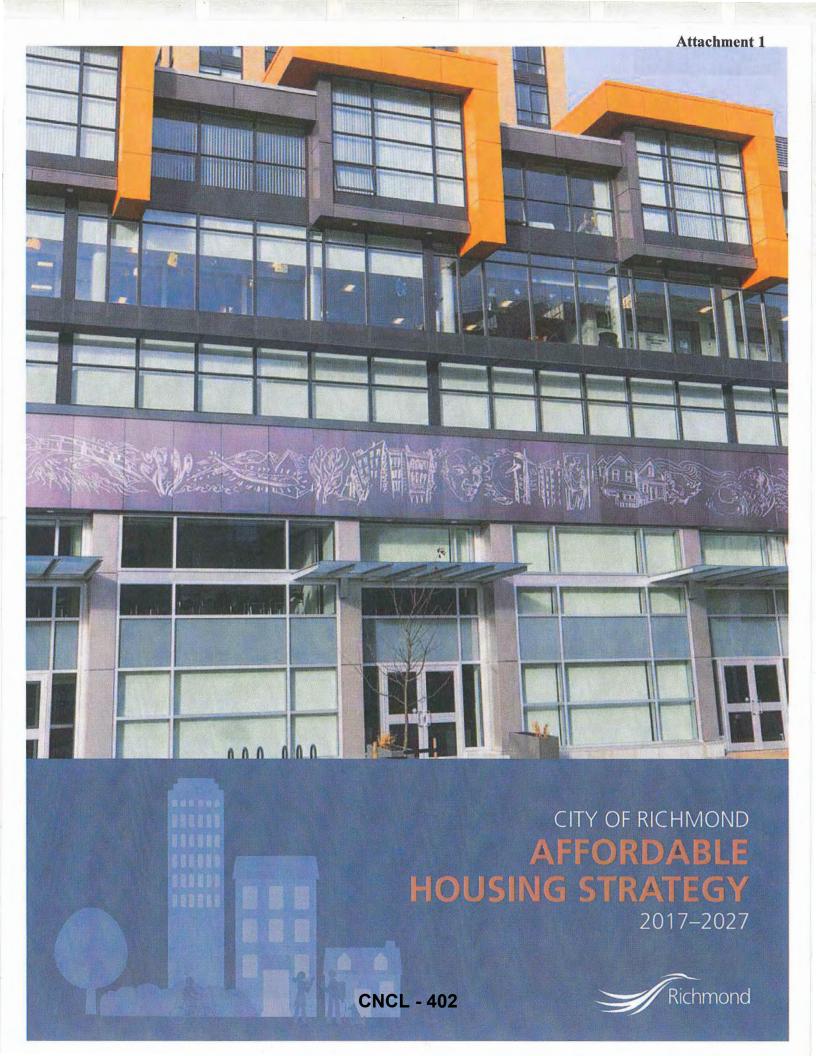
Joyce Rautenberg

Affordable Housing Coordinator

(604-247-4916)

Att. 1: Draft Affordable Housing Strategy 2017-2027

2: Consultation Plan





Summary

The 2017–2027 City of Richmond Affordable Housing Strategy is the second strategy undertaken by the City since 2007. The purpose of the updated Affordable Housing Strategy is to provide direction to the City of Richmond and other stakeholders in response to the current and future affordable housing needs of the community.

Market conditions have changed considerably over the last 10 years. Housing affordability remains an urgent issue across Metro Vancouver and in Richmond and the lack of affordable housing is increasingly emerging as a key public policy crisis. In response to the increasingly complex nature of creating and maintaining affordable housing, the City embarked on a process in 2016 to update the 2007 Strategy, building on successes to date, and maintaining the City's leadership on housing policy.

The Affordable Housing Strategy is an action-oriented framework that guides the City's response, within its authority, to maintain and create safe, suitable and affordable housing options for Richmond's residents. The Affordable Housing Strategy is the result of a multi-phase process, which included a review of existing policies and practices in Richmond, best practice research from other cities, economic analysis, and input from stakeholders and Richmond residents.

The City's overarching affordable housing vision is to:

Ensure that Richmond remains a liveable, sustainable community and that the City continues to take an active role to maintain, create, and facilitate diverse and affordable housing choices for current and future residents.

The issues raised during the community engagement process led to valuable insights into the current state of housing affordability in Richmond. This valuable input helped to set the stage for the five strategic directions that will shape the City's response to affordable housing over the next 10 years.

Five strategic directions:

- 1. Use the City's regulatory tools to encourage a diverse mix of housing types
- 2. Maximize use of City resources and financial tools
- 3. Build capacity with non-profit housing and service providers
- 4. Facilitate and strengthen partnership opportunities
- Increase advocacy, awareness and education roles



Note to Readers

The Affordable Housing Strategy features terminology specific to housing policy and city planning in general. Key terms have been bolded, and their definitions can be found in the Glossary under Appendix 2.

The City recognizes that a diverse range of housing choices for families and individuals of different incomes and circumstances is essential in creating a well-planned and liveable community in Richmond. While the entire Housing Continuum is referenced in the Affordable Housing Strategy, the strategic directions and associated policies and actions for implementation, specifically focus on transitional and supportive housing, non-market rental housing, and low-end market rental units targeted to the priority groups in need.

The priority groups in need were identified in the Housing Affordability Profile and endorsed by City Council in November 2016:

- Families (including lone-parent families, families with children, and multigenerational families);
- Low and moderate income earners;
- Low and moderate income seniors;
- Persons with disabilities: and
- Vulnerable populations (including households on fixed incomes, persons experiencing homelessness, women and children experiencing family violence, individuals with mental health and addictions issues, and indigenous people).

Among Metro Vancouver municipalities, Richmond is known and respected as a leader in addressing affordable housing issues. As the first municipality in Metro Vancouver to establish an Affordable Housing Reserve Fund for the development of affordable housing units in the mid-1990s, the City has consistently used its local government authority to facilitate the development of affordable housing. Since the first Affordable Housing Strategy was adopted in 2007, the City has been instrumental in supporting the creation of more than 1,500 new affordable homes.

The City cannot solve housing affordability concerns alone, but can play a key role in partnership with the federal and provincial governments, who have the primary responsibility, along with the private and non-profit sectors. The Housing Action Plan sets out actions for implementation that can only be accomplished with the continued involvement of all stakeholders.

The City cannot solve housing affordability concerns alone, but can play a key role in partnership with the federal and provincial governments, who have the primary responsibility, along with the private and non-profit sectors. The Affordable Housing Strategy sets out actions for implementation that can only be accomplished with the continued involvement of all stakeholders.

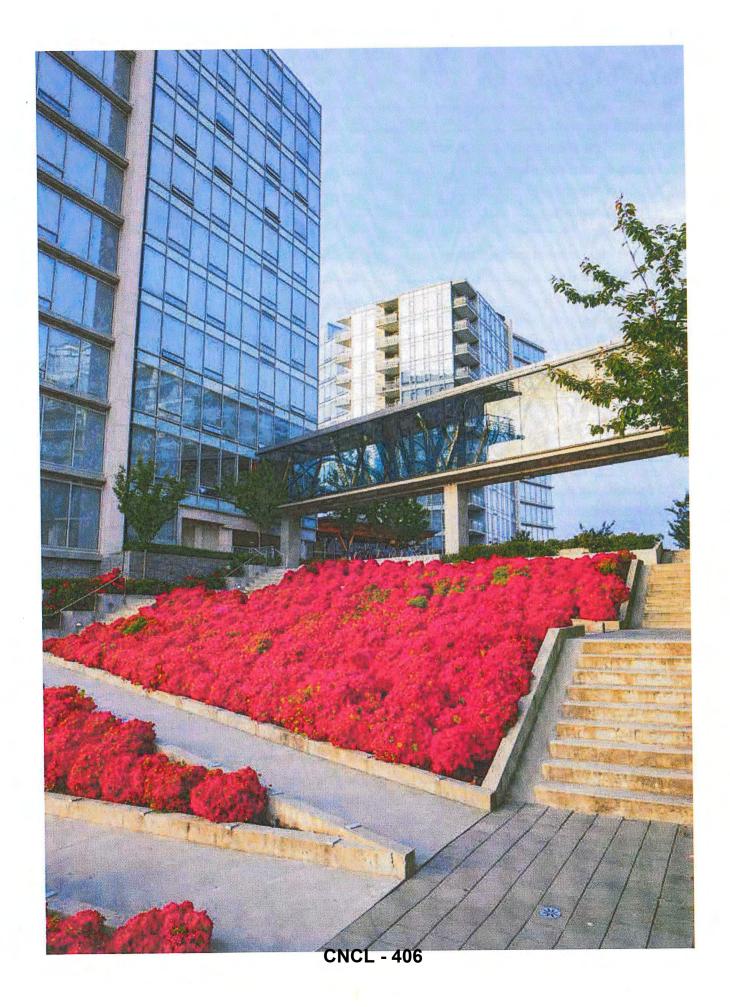


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Introduction and Context

The Affordable Housing Strategy is an action-oriented framework that guides the City's response, within its authority, to maintain and create safe, suitable and affordable housing options for Richmond's residents. The updated Affordable Housing Strategy was developed from a review of existing policies and practices in Richmond, best practice research from other cities, economic analysis, and input from stakeholders and Richmond residents. The multiphased process to update the Affordable Housing Strategy began in late 2016 with the creation of a Housing Affordability Profile, informed by research and community consultation from stakeholders and the public, which identified key housing needs. A policy review phase followed, which identified potential policy options for addressing housing needs, informed by consultation with stakeholders on the suitability and practicality of proposed policy options. These stakeholder consultations led to the refinement of proposed policy options into final housing policy recommendations, which serve as the basis of the Affordable Housing Strategy.

Some of the trends impacting housing affordability in Richmond include:

- Sustained population growth, with a high rate of growth expected to continue;
- An aging population, which will result in seniors being a much higher proportion of the population in the future;
- Aging rental housing buildings;
- Persistently low vacancy rates (below a healthy rate of 3%);
- Significant and increasing gap between housing prices and household incomes:
- Growing number of households on waitlists for non-market/social housing;
- Decreasing number of affordable family-friendly housing options; and
- Growing number of individuals experiencing homelessness.

Purpose of the Affordable Housing Strategy

The purpose of the Affordable Housing Strategy is to ensure that the City's response to housing affordability challenges remains relevant and reflects key priority groups in need, as well as housing gaps. Specific elements of the Affordable Housing Strategy include:

- Highlighting past achievements.
- Providing background on past and current housing affordability.
- Identifying key issues, current housing affordability pressures, and priority groups.
- Setting out ways to meet future affordable housing needs.



The Strategy has five strategic directions, with 21 individual policies:

Strategic Direction 1: Use the City's regulatory tools to encourage a diverse mix of housing types

Policies:

- 1.1: Low End of Market Rental (LEMR) Contribution (Priority)
- 1.2: Cash in Lieu Contribution (Priority)
- 1.3: Family-Friendly Housing
- 1.4: Secondary Suites
- 1.5: Market Rental Housing
- 1.6: Basic Universal Housing
- 1.7: Micro-Unit Rental Housing (Compact Living Rental Units) Policy
- 1.8: Transit-Oriented Affordable Housing Development Policy

Strategic Direction 2: Maximize use of City resources and financial tools

Policies:

- 2.1: Use City Land for Affordable Housing (Priority)
- 2.2: Affordable Housing Reserve Fund (Priority)
- 2.3: Financial Incentives (Priority)
- 2.4: Special Development Circumstances and Value Transfer
- 2.5: Rent Bank Program

Strategic Direction 3: Build capacity with non-profit housing and service provider

Policies:

- 3.1: Non-Profit Housing Development (Priority)
- 3.2: Facilitating Stakeholder Partnerships
- 3.3: Re-new Non-Profit Housing Stock
- 3.4: Encourage Accessible Housing

Strategic Direction 4: Facilitate and strengthen partnership opportunitie

Policies:

- 4.1: Co-Location of Non Profit and Community Facilities
- 4.2: Community Land Trust

Strategic Direction 4: Increase advocacy, awareness and education roles

Policies:

- 5.1: Building Awareness and Information Sharing
- 5.2: Monitoring and Reporting
- 5.3: Prepare Position Papers

Companion documents to the Affordable Housing Strategy include:

- Housing Affordability Profile, including a statistical report and a report on consultation activities, which was endorsed by Council in October 2016; and
- Affordable Housing Policy Recommendations Report, which was endorsed by Council in June 2017.

Housing Affordability Defined

Affordability is a relative term linking housing costs to a household's total income. For the purposes of the Affordable Housing Strategy, affordable housing is defined as housing that a single person or household can afford to rent or purchase without spending more than 30% of their before-tax income. For homeowners, these costs include mortgage payments, strata fees, mortgage and home insurance, as well as utilities. For renters, costs include rent and some utilities. The 30% measurement is a common standard for defining affordability nationally and provincially.

A Household is in Core Housing Need if...

- its housing does not meet one or more of the adequacy, suitability or affordability standards, and
- ii. it would have to spend 30% or more of its before-tax income to access acceptable local housing.
 - Acceptable housing is adequate in condition, suitable in size, and affordable.
 - Adequate housing does not require any major repairs, according to residents.
 - Suitable housing has enough bedrooms for the size and makeup of resident households, according to National Occupancy Standard (NOS) requirements.
 - Affordable housing costs less than 30% of before-tax household income

Benefits of Affordable Housing

Affordable housing benefits the entire community by creating:

- Support for economic growth by providing local workers and residents with local affordable housing options;
- Opportunities for households to live and work in Richmond, which may lead to reduced pressure on urban sprawl and traffic congestion;
- Sustainable, resilient, and well-integrated neighbourhoods;
- Social diversity and inclusion by allowing low and moderate income households to find adequate housing within their communities; and
- A healthy environment for families with children to live and thrive in the community.



Housing Continuum

Homeless and At Risk		Rental Housing			Homeownership			
Emergency Weather Shelters	Shelters	Transitional Housing	Non-Market/ Social Housing	Low-End-Market Rental	Purpose Built Rental	Secondary Market Rental	Affordable Homeownership	Market Homeownershi
Temporary shelters opened when an Extreme Weather Alert is issued.	Short-stay housing with varying levels of support to individuals	Short to medium term housing that includes the provision of support services (on or off-site), to help people move towards self-sufficiency	This housing includes funded by senior levels of government and housing managed by BC Housing, Metro Vancouver, non-profit and cooperative housing providers.	Rental units secured through inclusionary zoning, Targets low-moderate income households with rents set at below market rates.	Residential housing built as rental units in perpetuity.	Privately owned condominiums that could be rented out by the owner at market rate.	Units affordable to middle income home buyers. This housing units are usually are modestly sized and targeted to first-time home buyers.	Ownership including single family dwellings, row houses, and strata owned condominiums at market prices.
Homelessness Strategy Afforda		able Housing Strategy		Market Rental Policy	Mari	Market Housing Policies		

Housing Continuum

Every household should have access to housing that is affordable, adequate, and suitable for their incomes, household size, and specific needs. The Housing Continuum highlighted in Figure 2 provides a useful framework that identifies the spectrum of options from emergency shelters to market homeownership.

The strategic directions, policies, and actions in the implementation framework specifically focus on the transitional and supportive housing, non-market rental housing, and LEMR sections of the housing continuum, targeted to the priority groups in need.

Alignment with City Policies

The Affordable Housing Strategy aligns with the goals of Richmond's Official Community Plan 2041 — "Moving Towards Sustainability," such as:

- Encourage a variety of housing types, mixes and densities to accommodate the diverse needs of residents;
- Continue to implement the 2007 Richmond Affordable Housing Strategy and update it periodically;
- Support development of a range of housing types (e.g. secondary suites, coach houses, granny flats, live-work, row housing, and affordable housing);

- Encourage partnerships with government and non-governmental agencies to support the creation of affordable, rental, and special needs housing; and
- Support the location of affordable housing choices close to transit, shops and services.

The Affordable Housing Strategy also supports the Social Development Strategy (2013–2022), specifically Strategic Direction #1: Expand Housing Choices.

Figure 3: Key Actors in Community Housing Development

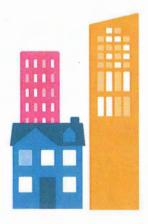


The Role of Government and Key Partners

Federal and Provincial Governments

Historically, the federal government has played a major role in providing subsidized social housing since the 1930s. The federal government drastically cut back funding for social housing and co-operatives in 1993. Currently, the federal government primarily targets funding to urgent priorities, most recently towards homelessness. In April 2017, Canada Mortgage & Housing Corporation (CMHC) committed to spending \$11.2 billion over the next 11 years towards the creation of affordable housing across the country. The first step of the financial commitment is to provide \$2.5 billion over five years in loans and financing for new rental housing construction across Canada. More details are expected to come as the CMHC releases the National Housing Strategy in late 2017.

After the federal funding cuts in the mid-1990s, the provincial government increased its funding for affordable housing, with BC Housing playing the lead role. The development of thousands of shelter beds, as well as transitional and new non-profit housing for seniors, families, and people with special needs has been facilitated across the province through financing, along with rent supplements for seniors and working families with low incomes for use in the private rental market. More recently, the government committed to develop 114,000 affordable housing units over the next 10 years.



6 | City of Richmond Affordable Housing Strategy



Metro Vancouver Regional District

Metro Vancouver maintains the Regional Growth Strategy and the Regional Affordable Housing Strategy to guide growth in the region and encourage affordable development. Metro Vancouver also owns and operates affordable housing units through the Metro Vancouver Housing Corporation.

The Regional Growth Strategy is a consensus-based document in which all municipalities agree to be guided by the same set of principles. The Regional Growth Strategy does not directly provide tools or strategies to provide affordable housing, but it does require municipalities to respond to the goal areas in their Official Community Plans called Regional Context Statements.

The Regional Growth Strategy plots out population trends until the year 2040, and the corresponding number of housing units needing to be built in each municipality to house 1 million additional people in the region between 2011 and 2040.

Metro Vancouver continues to be one of the most dynamic urban areas in Canada with a growth rate of approximately 5% between 2011 and 2016, which is similar to Richmond. In terms of projected population increases, Richmond's 2016 population was 213,891 and is estimated to grow to approximately 280,000 by 2041.

This population growth translates into increased demand for housing. The Regional Affordable Housing Strategy provides estimates for municipal housing demand for the next 10 years. These estimates provide guidance to municipalities in their long range planning. The Regional Affordable Housing Strategy also provides a vision, goals, strategies and recommended actions for key housing stakeholders. While recognizing a range of rental and homeownership options in a variety of forms, sizes and price points are important to support economic growth and the development of complete communities, the Regional Affordable Housing Strategy focuses primarily on:

- Rental housing (both market and non-market);
- Transit oriented affordable housing developments; and
- The housing needs of very low and low income households (e.g. households earning approximately \$30,000 annually, and between \$30,000 and \$50,000 annually).

Municipalities

Shifting federal and provincial government roles have continued to place considerable pressure on municipalities to become more active in providing and facilitating affordable housing. These additional roles include:

- Various fiscal measures, such as the use of municipal land, direct funding, and relief from various fees and charges (e.g. development cost charges, community amenity charges);
- Regulatory policies to mandate affordable housing, such as the Inclusionary Housing Policy;
- Education and advocacy to help raise community awareness of local affordability issues, and to encourage an increased role and greater support by senior governments to address affordability challenges; and
- Direct provision of affordable housing either through a civic department or agency, such as a municipal housing authority;

The City of Richmond has long acknowledged that providing a range of affordable and diverse housing types for all residents is an important part of creating a liveable community and has made considerable financial and land contributions to affordable housing development since 2007. See the Richmond's Response section (p.x) for more detailed information.

Private Sector

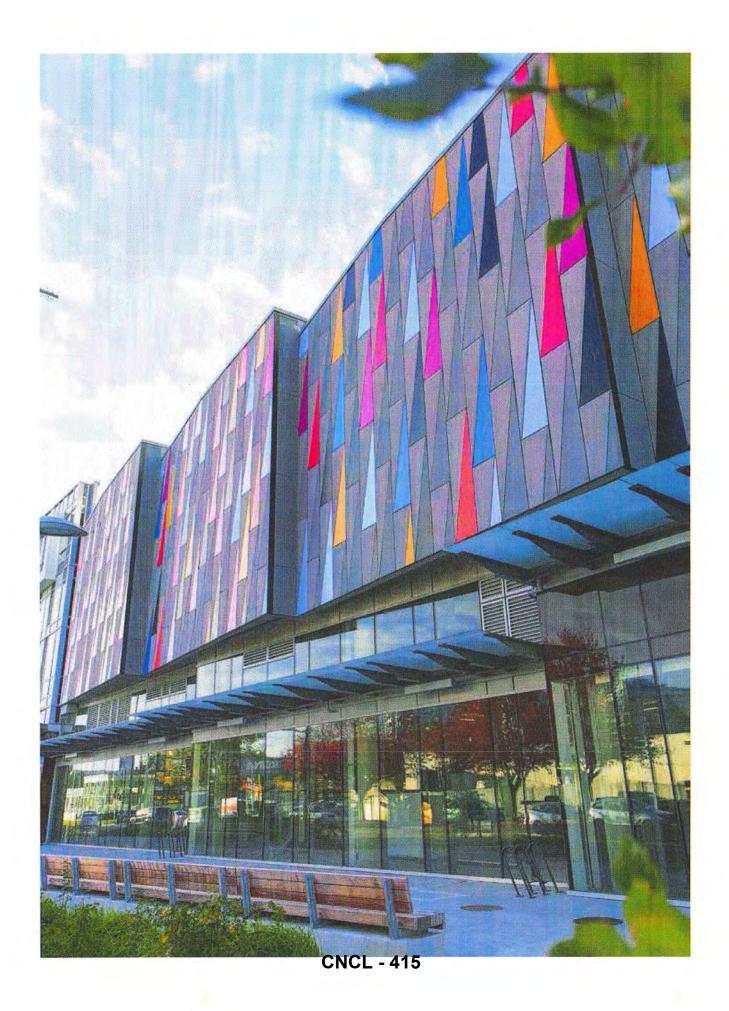
This sector includes landowners, developers and builders, investors, and landlords, and is responsible for the development, construction, and management of a range of housing forms and tenures, including ownership and rental. The private sector works closely with local governments to provide a range of housing choices aimed at addressing short and longer term local housing needs and demand. Since other levels of government have stepped away from providing housing directly, the private sector has been increasingly involved in providing the majority of rental units across Canada. Secondary suites are one significant example of private rental housing.

Non-Profit Sector

The non-profit housing sector creates and manages housing units that rent at low-end of market and below market rates and may include support services (e.g. life skills, employment training). The sector includes community-based nonprofit organizations that typically receive some form of financial assistance from other levels of government to enable them to offer affordable rents. Currently, this financial assistance is in the form of reduced-rate mortgages and capital grants, but does not involve ongoing operating subsidies.







Richmond's Response

Among Metro Vancouver municipalities, Richmond is known as a leader in addressing affordable housing issues. After being the first municipality in the region to establish an Affordable Housing Reserve Fund in the mid-1990s, the City has consistently used its local government authority to facilitate the development of affordable housing. Appendix B provides a comparison of Richmond's affordable housing initiatives and selected municipalities in Metro Vancouver.

The City acknowledges that it cannot solve housing affordability issues on its own; however, the City can play a key role within its authority in partnership with other levels of government, and the private and non-profit sectors to response to local affordability challenges. Key elements in the City's response continue to include:

- Affordable housing policy development;
- Strategic review and planning on specific projects and issues;
- Utilizing the Affordable Housing Reserve Fund to provide funding to specific affordable housing projects;
- Strategic land acquisition and below market rate leasing of City-owned land for non-profit managed affordable housing; and
- Providing capital funding and facilitating the development of innovative affordable housing projects.

The City continues to monitor housing issues and trends and examine best practice affordable housing policies, programs, and regulations used in other municipalities and their potential application to Richmond.

Highlights

Since the City's first comprehensive Affordable Housing Strategy was adopted in 2007, the City, in partnership with other stakeholders, has been instrumental in supporting the creation of more than 1,500 new affordable homes for residents. Figure 4 highlights this investment in affordable housing.

Figure 4:

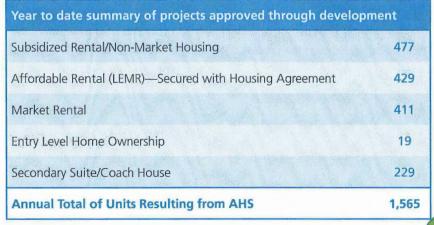




Figure 5 highlights a timelines of major achievements in affordable housing development from 2007–present.

Figure 5

2007	Affordable Housing Strategy Adopted
2	Richmond Formalizes Inclusionary Zoning / Density
2007	Bonusing approach to secure affordable Housing
2008	Richmond Secures first Low-End Market
2000	Rental Units at 6888 Cooney Rd
2009	Richmond Secures the 100th LEMR Unit
2010	Richmond Secures the 250th LEMR Unit
2011	Storeys Partnership formed to develop 129
2011	units for low income residents
2012	Council approves financial & policy considerations for
	Kiwanis Towers seniors' housing development
2013	Partnership for Cadence units featuring
	affordable housing and daycare formed
2014	Richmond Secures the 400th LEMR Unit
7	
2015	Kiwanis Seniors Housing is approved for occupancy
2016	Council approves development cost charge waiver grant towards
2010	the Habitat for Humanity project for 12 affordable housing units
2017	Cadence housing development for female-led, lone-parents
	families with adjacent child care is approved for occupancy
2017	Storeys affordable housing project for vulnerable
5 July 19	residents is approved for occupancy Updated Affordable Housing policy
2017	recommendations adopted by Council
beauty wast.	recommendations adopted by Council

As shown in Figure 5, the City has facilitated and approved over 1,500 affordable housing units since adoption of the Affordable Housing Strategy in 2007. Appendix D shows a map of the over 400 Low-End Market rental units that are approved or in the process of being approved as of 2017.

Case Studies: Kiwanis Towers, Cadence, and Storeys

The City implemented tools outlined in the 2007 Affordable Housing Strategy to facilitate partnerships and support the development of three innovative affordable housing projects for low-income and vulnerable households. These projects include Kiwanis Towers, Cadence and the Storeys projects. The success and lessons learned from these projects have been integrated into the new Affordable Housing Strategy.

Below are brief summaries for each project, with full descriptions provided in Appendix C.

Kiwanis Towers				
Project Goal	Replacement of aging seniors' housing development and redevelop an underutilized site to meet the needs of a growing seniors population			
Stakeholders Involved	City of Richmond, BC Housing, CMHC, Kiwanis Senior Citizens Housing Society, Polygon Homes Ltd			
City Policies & Strategies Used	 Affordable Housing Value Transfers (AHVT) Affordable Housing Reserve Fund 			
City Contribution	\$24.1 million			
Unit Types	296 units (all 1BR units)			
Groups Served	Low-income senior households			
Completion Date	Summer 2015			





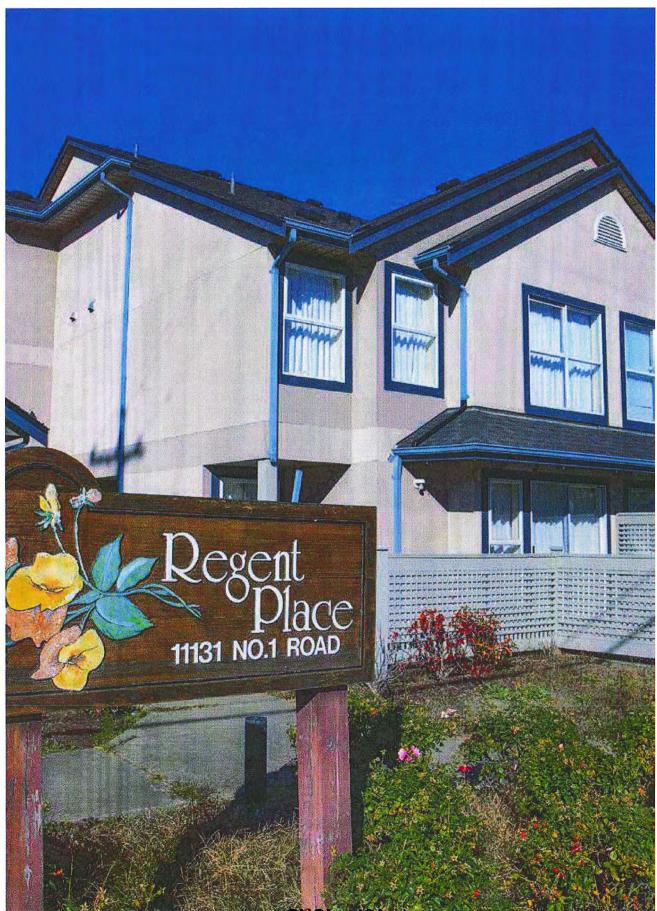
Storeys				
Project Goal	Use City-owned site to provide non-market/ subsidized housing opportunities for some of Richmond's most vulnerable residents			
Stakeholders Involved	City of Richmond, BC Housing, CMHC, Service Canada, and a non-profit consortium: consisting Coast Mental Health, Tikva Housing, S.U.C.C.E.S.S, Turning Point Housing Society and Pathways Clubhouse Society of Richmond			
City Policies & Strategies Used	 Use of City-owned land Significant City contribution towards capital construction costs, development cost charges, permit fees and servicing costs Affordable Housing Reserve Fund Affordable Housing Value Transfers (AHVT) 			
City Contribution	\$19.8 million and the long-term lease of City-owned land			
Unit Types	129 units (including studio, 1BR, 2BR and 3BR)			
Groups Served	Low-income families, female-led families, individuals at-risk of homelessness, individuals with mental health and/or addictions challenges, low-income seniors			
Completion Date	Fall 2017			



Cadence	
Project Goal	Use of inclusionary housing policy and targeting units for female-led lone-parent families at non-market rental level
Stakeholders Involved	City of Richmond, Atira Women's Resource Society, Cressey Developments
City Policies & Strategies Used	Inclusionary Housing & Density Bonusing
	 Affordable Housing Special Development
	Partnership with non-profit agency and private sector
City Contribution	In exchange for an increase in density, the development was permitted to cluster the affordable housing built contribution on site, which provided an opportunity for a non-profit to manage the units and provide housing and additional supports to a priority group in need
Unit Types	15 units (1 studio, 14 2BR)
Groups Served	Female-led lone-parent families
Completion Date	Summer 2017







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Consultation and Research

The strategic directions, policies, and actions outlined in the Affordable Housing Strategy are built upon the successes of the 2007 Affordable Housing Strategy. Considering there are many facets to housing affordability with numerous stakeholders involved, the update to the 2007 Affordable Housing Strategy started with a consultation process with Richmond residents, the private sector, non-profit housing and service providers, and representatives from other levels of government to determine current housing needs and trends.

Consultation

Consultation began in May 2016 and included "pop-up" events throughout Richmond, stakeholder workshops and meetings, and a public open house. In June 2017, targeted consultation took place with key stakeholders, including workshops with for-profit housing developers, and non-profit housing organizations. One-on-one meetings were held with senior government and quasi-government representatives. The City also received written feedback through an online survey and comment forms at the "pop-up" events and open

Other activities used to develop the Affordable Housing Strategy included:

- Development of a Housing Affordability Profile (endorsed by Council in November 2016), which identified key housing gaps and priority groups in need of housing;
- Examining the City's existing policy tools and a best practice assessment of additional policy options;
- Undertaking economic analysis by two external land economists that reviewed recommended policy actions (final policy recommendations approved by Council in July 2017); and0
- Reviewing strategic directions and preparing a supporting implementation framework, to be addressed in the next section of the Affordable Housing Strategy.

Research

In addition to the consultation process, a review of key statistics and data was conducted to identify groups in need and housing gaps in the community. The information was compiled in a Housing Affordability Profile (endorsed by Council in November 2016), providing an overall picture of the community need and gaps in Richmond.

A key indicator of housing need is the percentage of households that are spending 30% and 50% or more of their income on housing costs. The table below shows that Richmond renters were more likely to be spending greater than 30% of their income on housing than owner households, meaning that their current housing situation is not affordable. The data also showed that a higher proportion of renters were spending 50% or greater of their household



income on housing.

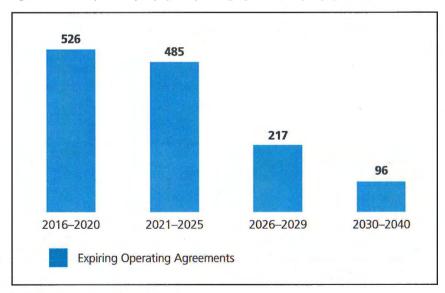
Table 1: Households Spending 30% or More on Housing Costs (2011 Census Data)

Richmond Residents	Spending 311% or more on Housing Costs			Spending 50% or more on Housing Costs		
	Total # Housholds	# of housholds in Core Need	% of housholds in Core Need	Total # Housholds	# of housholds spending 50%	% of housholds
Renters	13,455	4,485	33.3%	13,455	1,805	13.4%
Owners	47,885	7,440	15.5%	47,885	3,515	7.3%

Source: Metro Vancouver Housing Data Book, July 2017

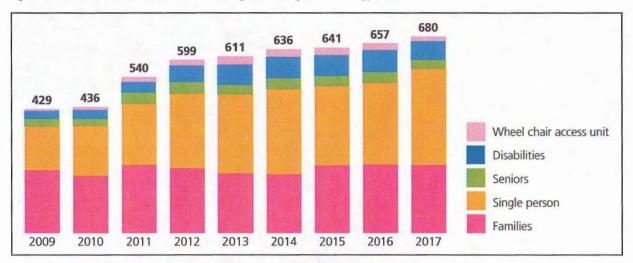
Another critical issue impacting housing affordability is the expiry of operating agreements for 1,276 non-market/social housing units in the city, with a majority of units expiring between 2016 and 2020. Additionally, the waitlist for households in need of this type of housing has grown annually with 680 persons on the BC Housing Registry (as of 2017). The waitlist includes a high proportion of families and persons with disabilities, pointing to a need for affordable family-friendly and accessible housing in the community.

Figure 5: Units Impacted by Expiry of Operating Agreements by Expiry Year



Source: Metro Vancouver, 2017, Housing Data Book.

Figure 6: Richmond Households on Social Housing Waitlists by Household Type



Source: Metro Vancouver, 2017, Housing Data Book.

Persistently low vacancy rates, far below what is considered to be a 'healthy' rental market (3%) and a growing gap between increasing rents and stagnant incomes have led to a critical situation for all renter households in Richmond.

Based on Metro Vancouver Regional Affordable Housing Strategy housing demand estimates, 10,800 ownership homes and 3,200 rental homes will be needed in Richmond by 2026 to meet the projected population growth.

Table 2: Housing Demand Estimates by Tenure and Household Income Levels

Housing Type	Demand Estimates (2016–2026)	Annual Estimated Demand	Corresponding Annual Household Incomes
Rental — Very low income	1,300	130	<\$30,000
Rental — Low income	700	70	\$30,000-\$50,000
Rental — Moderate inc ome	600	60	\$50,000-\$75,000
Rental — Above average income	300	30	\$75,000-\$100,000
Rental — High Income	300	30	>\$100,000
Homeownership	10,800	1,080	*varies

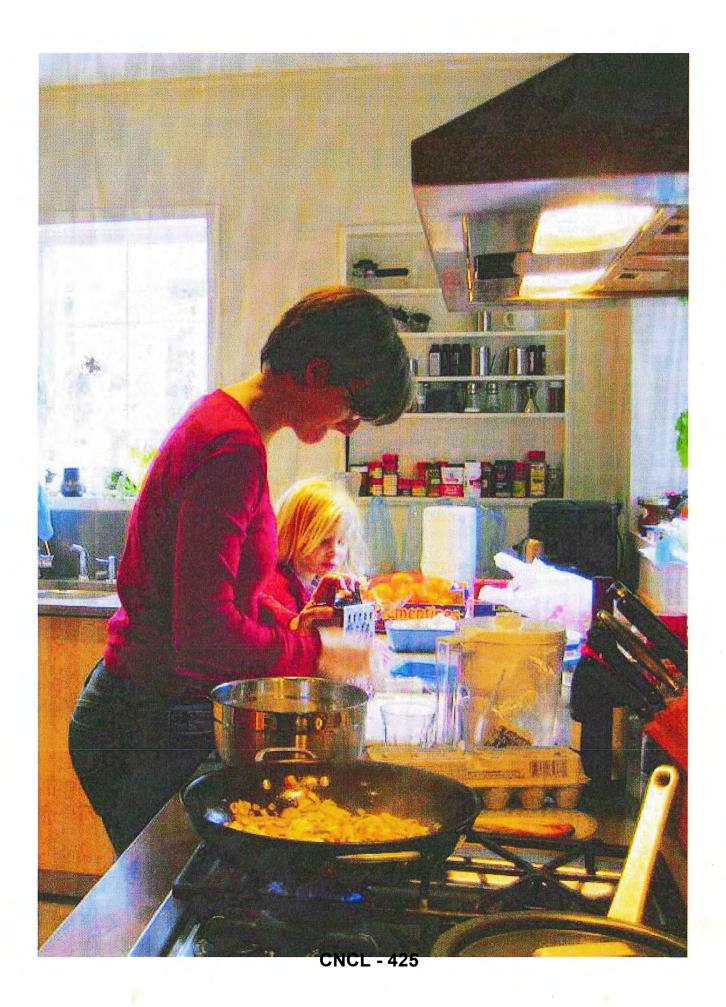
^{*}Metro Vancouver anticipates that many households of all income ranges will continue to make necessary trade-offs in order to purchase a home.

Source: Metro Vancouver, Regional Affordable Housing Strategy

The Regional Affordable Housing Strategy acknowledges that meeting estimated demand for very low-income and low-income households will require funding from the federal and provincial governments. The City can play a key role in securing units for low-to-moderate income households, however this will in part depend on the number of development applications received.

The implications of not meeting housing demand for different household types and income levels in Richmond have greater community impacts, such as the recent trend of decreasing enrolment in public schools and the growing number of individuals experiencing homelessness in the city. The trends indicate a need for more opportunities for families and other low-income/vulnerable households to find suitable, affordable housing in Richmond.





Housing Action Plan Priorities

Using demographic data and feedback from community consultation, priority groups in need of housing and associated housing gaps were identified. Understanding the priority groups and housing gaps in Richmond have helped create and enhance the policies presented in the Housing Action Plan to better respond to the housing need in the community.

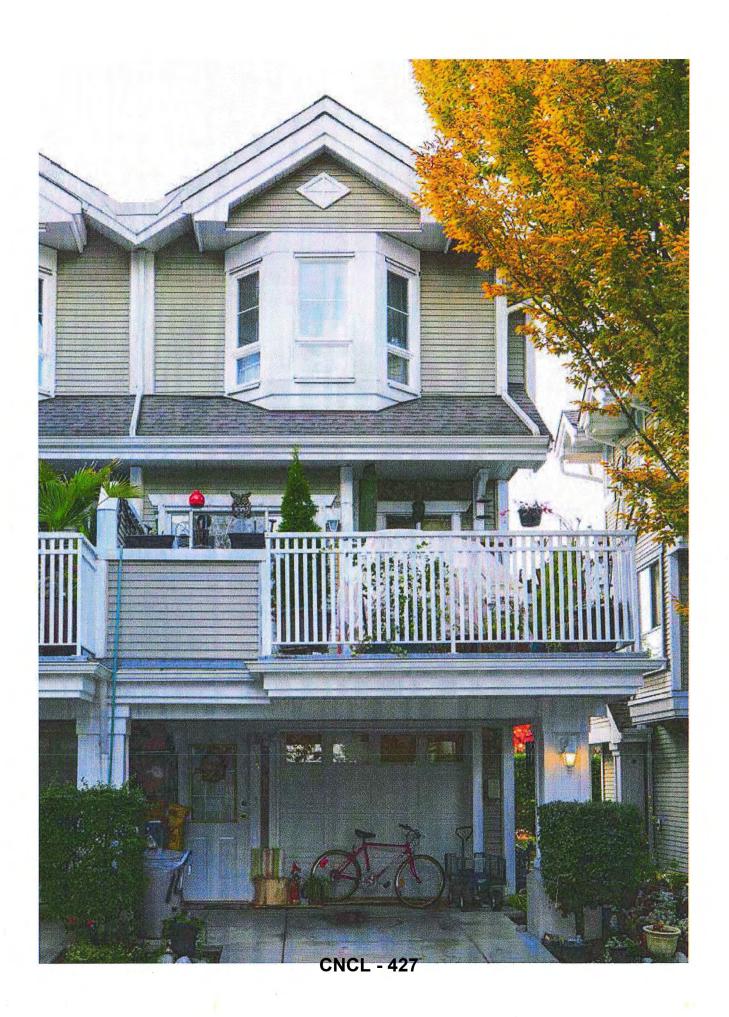
Table 3: Priority Groups and Housing Gaps

Identified Housing Gaps* Families, including lone-parent families, families with Family-friendly 2-3 bedroom units children, and multigenerational families. Low-end of market rental housing Purpose built rental housing Low-end of market rental housing Low and moderate income earners, including seniors, families, singles, couples, students, and Purpose built rental housing persons with disabilities. Accessible, Adaptable, and Visitable Housing Persons with disabilities. Low-end of market rental housing Low-end of market rental housing Low- and moderate-income seniors. Vulnerable populations, including households on Low-barrier housing* fixed incomes, persons experiencing homelessness, No-barrier housing* women and children experiencing family violence, Non-market housing for singles, couples, & individuals with mental health/addiction issues, and indigenous people

^{*}Endorsed by Richmond City Council in November 2016 as part of the Richmond Housing Affordability Profile







Strategic Framework

The Affordable Housing Strategy sets out specific strategic directions that the City will take to address housing affordability that respond to the identified housing priority groups in housing need. The framework supports the City of Richmond's overall balanced approach to securing cash contributions to support the creation of non-market rental units and securing built low-end market rental (LEMR) units through development. The strategic directions will include corresponding policies and actions for implementation.

Vision

Ensure that Richmond remains a liveable, sustainable community and that the City continues to take an active role to maintain, create, and facilitate diverse and affordable housing choices for current and future residents.

Strategic Direction 1:

Use Regulatory Tools to Encourage a Diverse Mix of Housing Types and Tenures

The City's most effective tool within its legislative authority to address housing affordability is long-term land use planning and the review of development applications to ensure that a diverse mix of housing types and tenures are available. In addition, the City can require developers to make a contribution towards affordable housing in exchange for additional density beyond what is permitted in the Zoning Bylaw.

Policies:

1.1: Low End of Market Rental (LEMR) Contribution (Priority)

LEMR units are secured as affordable in perpetuity through legal agreement on title, which restricts the maximum rents and tenant eligibility by income. This policy is intended to ensure the development of mixed income communities and provide rental homes for low-moderate income households.

1.2: Cash-in-Lieu Contribution (Priority)

Developers provide a cash-in-lieu contribution when the threshold for built LEMR units is not met. These contributions are collected in the Affordable Housing Reserve Fund. The Fund is intended to support the development of innovative affordable housing projects, such as the Kiwanis Towers and Storeys project.

1.3: Family-Friendly Housing

Family-friendly housing meets the needs of families, including but not limited to the appropriate number of bedrooms. This policy is intended to ensure that housing appropriate for families continues to be available in Richmond so that households can remain within their community as they grow.



1.4: Secondary Suites

Secondary suites are self-contained units within single-family houses and townhouses that may be rented at market rates. This policy is intended to ensure densification in single-family neighbourhoods and to provide more rental options for low and moderate income households.

1.5: Market Rental Housing

Market rental housing is purpose-built rental housing in the private market. The City is undertaking a separate but complementary process aimed at increasing the supply of purpose-built market rental. The Official Community Plan encourages a 1:1 replacement when existing rental housing in multi-unit developments are converted to strata or where existing sites are rezoned for redevelopment. The goal of this policy is to create more rental options for moderate income households in Richmond who may not qualify for non-market/low-end market rental units, while protecting the existing rental stock. The policy will also propose mechanisms to protect tenants who may be displaced during redevelopment/renovation of existing rental housing.

1.6: Basic Universal Housing

Basic universal housing includes accessibility features, such as wider doorways and accessible windows and outlets/switches for individuals in a wheelchair. Currently, the City provides a floor area exemption for residential units that incorporate basic universal housing features in new developments. This policy is intended to help increase the availability of accessible and affordable units for persons with mobility challenges.

1.7: Micro-Unit Rental Housing (Compact Living Rental Units)

Micro-units are self-contained units that are smaller in size than typical units. The goal of this policy is to increase the diversity of unit types that are available in Richmond, and provide an affordable option in the private or rental market.

1.8: Transit-Oriented Affordable Housing Development

The Regional Affordable Housing Strategy promotes the development of affordable rental housing units in close proximity to transit, as the location may provide better access to community benefits and cost-savings to low and moderate income renter households. The goal of this policy is to increase the amount of affordable units located in close proximity to the Canada Line and along Frequent Transit Routes on major arterial roads.

Strategic Direction 2:

Maximize Use of City Resources and Financial Tools

The City can make use of its resources, including land and cash contributions gained through development, to best address the needs of Richmond's residents. To maximize the use of funds generated in the Affordable Housing Reserve Fund, the City can direct its resources towards innovative affordable housing partnership projects. In addition, the City can utilize financial tools within municipal jurisdiction to mitigate costs associated with the development of affordable housing, such as waiving permit fees and development charges.

Polices:

2.1: Use City Land for Affordable Housing (Priority)

Federal and provincial investment in affordable housing is primarily directed towards partnership projects and municipalities are increasingly encouraged to provide municipally-owned land to support these projects. The goal of this policy is to ensure that the City continues to acquire land for the purposes of affordable housing and is made available to capitalize on potential partnership opportunities for the development of new affordable housing projects. Affordable housing units can include a variety of rents including non-market rate rents, rents at income-assistance levels, low-end market rents, or a mix to encourage cross-subsidization within a development.

2.2: Affordable Housing Reserve Fund (Priority)

As part of the current cash-in-lieu contribution policy, cash contributions towards affordable housing are collected through rezoning applications involving townhouses, single-family and apartment developments with 60 units or less. The contributions are held in the Affordable Housing Reserve Fund, and the policy sets out spending priorities of the fund to ensure that cash contributions are used to create affordable housing units or purchase land for affordable housing projects.

2.3: Financial Incentives (Priority)

Under municipal jurisdiction, the City can waive development cost charges and municipal planning and permit fees for affordable housing developments. Some municipalities offer property tax exemptions of non-market/social housing developments. The goal of this policy is to minimize the costs associated with affordable housing development for non-profit housing providers.

2.4: Affordable Housing Special Development Circumstances and Value Transfer

The Special Development Circumstance allows developers to transfer the value of their built LEMR requirement to an offsite, stand-alone affordable housing development. The goal of this policy is to ensure sufficient financial support for stand-alone affordable housing developments and to increase the number of non-profit driven projects in Richmond.



2.5: Rent Bank Initiative

A rent bank allows municipalities to work with community non-profit organizations to provide one-time loans/grants to low-income households who are not able to make their rent due to financial hardship or other factors. The goal of this program is to ensure households are able to remain in their home if they are experiencing a temporary financial crisis or shortage of funds.

Strategic Direction 3:Build Capacity with Non-Profit Housing and Service Providers

Non-profit organizations play a critical role in meeting the needs of groups or households that may experience barriers to housing or are considered vulnerable. Non-profit housing providers have expertise in tenant qualification and selection as well as ongoing occupancy management. Further, wraparound services such as employment training, education, addictions recovery, and immigration services can be integrated into housing projects. This strategic direction ensures that City will continue to empower non-profit housing and social service providers, as they have the mandate and capacity to support tenants in achieving successful housing outcomes.

Policies:

3.1: Non-Profit Housing Development (Priority)

Non-profit housing and service providers continue to express interest in becoming more active in housing provision in Richmond, specifically with partnership projects and the potential ownership and management of affordable housing units secured through development. The purpose of this policy is to facilitate the creation of non-market and non-profit driven housing developments and to increase the opportunities for non-profit housing providers to own or manage affordable housing units in Richmond.

3.2: Facilitating Stakeholder Partnerships

The City can play an active role in facilitating relationships between developers and non-profit housing providers when LEMR units are secured through development. Non-profit housing providers have the mandate to provide affordable housing to households in need, and have the capacity and expertise to select/screen tenants and provide management services that support tenants to achieve housing stability. The goal of this policy is to increase the non-profit ownership and management of LEMR units secured in residential developments to ensure the occupancy management practices are aligned with the values and intent of the LEMR policy.

3.3: Re-new Non-Profit Housing Stock

Many non-profit and social housing buildings are aging and approaching the end of their operating agreements with the federal government. In these cases, the federal or provincial governments are providing operating funding so the non-profits can subsidize the rents for households in need. Upon expiry, many developments may face significant costs associated with major repairs/upgrades and ongoing costs necessary to subsidize rents. In some cases, the costs may be too high and the developments may consider redevelopment of their housing stock to generate additional revenue. The purpose of this policy is to support organizations to renew ageing non-market housing buildings and to ensure that this supply of affordable housing is maintained in the community.

Strategic Direction 4: Facilitate and Strengthen Partnership Opportunities

As a leader, the City is well-positioned to facilitate partnerships among key stakeholders to encourage the development of affordable housing. This strategic direction guides the City to capitalize on partnership opportunities ensuring that additional affordable housing options for priority groups in need are available, in addition to units secured through development contributions.

Policies:

4.1: Co-Location of Non Profit and Community Facilities

The co-location of community facilities with affordable housing on one site may provide tenants with improved access to important community amenities, such as child-care, health and wellness services, education, recreation and training services. The goal of this policy is to increase the access to important services for the priority groups in need in affordable housing developments. This policy can also have positive impacts on creating community and increased social interaction between building and neighbourhood residents.

4.2: Community Land Trust

A community land trust is one method of ensuring the long-term affordability of land for non-profit housing providers through ground-leases. The trust acts as a community-based organization that acquires land and removes it from the private rental market, and leases it to non-profit housing providers for affordable housing projects. The intention of this policy is to explore options to maintain affordability in Richmond and explore opportunities to work with community land trusts in Richmond. This policy would not involve City-owned land.



Strategic Direction 5:Increase Advocacy, Awareness and Education Roles

As local governments are increasingly involved in addressing housing affordability, the City is in a position to communicate and advocate on behalf of its residents and key stakeholders to address Richmond's housing affordability needs. As the federal and provincial governments continue to have the primary responsibility for providing affordable housing, this strategic direction ensures that City plays an active role in bringing awareness to the housing issues faced by residents and stakeholders in the community, and is able to advocate for increased resources and funding.

Policies:

5.1: Building Awareness and Information Sharing

Regular reporting to Council and the public on housing achievements keeps the City accountable to meeting its targets. The purpose of this policy is to monitor the progress of affordable housing development in Richmond and to provide information on the changing housing affordability needs in the community.

5.2: Position Papers

Position papers provide background information on housing affordability needs and innovative municipal policies and projects. The goal of this policy is to inform other stakeholders, municipalities, and the provincial and federal governments of best practice policies and projects originating in Richmond.



Actions for Implementation

The Affordable Housing Strategy provides a foundation for work that can be implemented over the next 10 years. The Implementation Framework sets out more than 60 specific actions in a work-plan to meet the intent of strategic directions over the 2017-2027 timeframe. Bi-annual progress reports will be presented to Council and shared with key stakeholders to report out on what has been accomplished.

Dedicated resources, including City staff time and financial contributions will be required to meet the demands of implementing the plan. Overall, a partnership approach, requiring federal and provincial governments, Richmond residents, non-profit organizations, and the private sector is needed to address the complexity of housing affordability.

While the Affordable Housing Strategy recognizes other aspects of the Housing Continuum, the strategic directions, policies, and actions in the Implementation Framework specifically focus on transitional and supportive housing, nonmarket rental housing, and LEMR targeted to the priority groups in need. Within this context, the Implementation Framework is presented with a suggested timeline for each policy action.



Strategic Direction 1:

Use Regulatory Tools to Encourage a Diverse Mix of Housing Types and Tenures

1.1 Low End of Market Rental (LEMR) unit contribution

Actions:

1-3 years

- Amend the LEMR policy to include: increase the built affordable contribution from 5% to 10% of total residential floor area, decrease in the threshold from 80 units to 60 units, flexibility to cluster or disperse LEMR units, and set minimum unit size targets so the LEMR units are not smaller than the average size of a comparable market unit in the development
 - Update Housing Agreements to set maximum household income thresholds and rents at 10% below BC Housing Income Limits for LEMR units
- Set a target of securing 80-100 LEMR units per year
- Review best practices for occupancy management of units secured through development, and work with other municipalities in Metro Vancouver to explore a coordinated approach

- Review the LEMR program, including maximum household income thresholds and rents bi-annually
- Review the overall built LEMR contribution and threshold requirement and assess with changing market conditions bi-annually
- Review occupancy management challenges and opportunities as they arise, and review policies regularly to ensure issues are addressed

1.2 Cash-in-Lieu Contribution

Actions:

1-3 years

• Increase the cash-in-lieu contributions from \$2 square feet (ft2) to \$4 ft2 for detached homes, from 4 ft2 to \$8.5 ft2 for townhouses, and from \$6 ft2 to \$10 ft2 for wood frame multi-family developments, and from \$6 ft2 to \$14 ft2 for concrete multi-family development

Ongoing

- Continue to accept cash contributions for all townhouse developments and multi-family developments below the 60 unit threshold
- Review and examine cash-in lieu contributions and assess with changing market conditions bi-annually
- Work collaboratively to help ensure other levels of government funding is directed towards non-market housing development, lowering the rents of LEMR units, or creating additional units above the 10% City requirement

1.3 Family-friendly Housing

Actions:

1-3 years

- Adopt policy to require a minimum of 15% two bedrooms and 5% three plus bedrooms for all units secured through development to accommodate low-to-moderate income families
- Consider implementing the following targets in developments providing 30+ LEMR units:
 - 10% studio
 - 30% one-bedroom
 - 30% two-bedrooms
 - 30% three plus bedrooms

4-6 Years

 Monitor the success of the policy and consider applying the same percentages of family-friendly units in all market developments

Ongoing

· Review family-friendly policy for LEMR units secured through development and assess with changing market conditions bi-annually



1.4 Secondary Suites

Actions:

1-3 years

- For single-family rezonings, continue to review development applications and secure one of the following: (a) secondary suites on 100% of new lots developed, (b) secondary suites on 50% of new lots developed and a cash contribution on the remaining 50% of new lots created, or (c) a cash contribution on 100% of the new lots developed
- As part of the forthcoming Market Rental Policy, consider implementing a policy to facilitate "lock-off suites," or secondary suites, in townhouse developments

1.5 Market Rental Housing

Actions:

1-3 years

- As per the forthcoming Market Rental Policy, continue to require replacement of existing market rental housing lost through redevelopment or stratification as LEMR units
- As per the forthcoming Market Rental Policy, consider policy options to protect existing market rental housing stock and tenants from displacement due to renovation/redevelopment
- As per the forthcoming Market Rental Policy, consider policy options to increase the supply of market rental units in Richmond

1.6 Basic Universal Housing

Actions:

1-3 years

 Set a target of securing 85% of all LEMR and non-market units as Basic Universal Housing

- Continue to secure LEMR and non-market units with Basic Universal Housing features
- Continue to encourage market developments be built with Basic Universal Housing features
- Facilitate potential partnerships with non-profit housing providers and developers in the pre-application/rezoning stage of development to ensure that some LEMR units are designed with adaptable features to support the priority groups in need (i.e. persons with disabilities)

1.7 Micro-Unit Rental Housing (Compact Living Rental Units)

Actions:

1-3 years

- Develop policy to determine appropriate locations, livability regulations and any other requirements for micro-units in Richmond
- Look at best practices where micro-units have been implemented successfully in developments in other jurisdictions

4-6 Years

 Explore a potential pilot project involving micro-units if consistent with affordability goals

1.8 Transit-Oriented Affordable Housing Development

Actions:

1-3 years

 Revisit parking requirements for LEMR units located along the Frequent Transit Network

7-10 Years

 Explore opportunities to acquire land along the Frequent Transit Network (e.g. close proximity to the Canada Line) for an affordable housing project

- Continue to encourage diverse forms of housing along the Frequent Transit Network
- Consider further parking relaxations for non-profit owned projects along transit corridors oriented towards persons with special needs or low-income



Strategic Direction 2:

Maximize use of City Resources and Financial Tools

2.1 Use of City Land for Affordable Housing

Actions:

1-3 years

 Review affordable housing land acquisition needs during the annual review of the City's Strategic Real Estate Investment Plan

4-6 Years

 Explore opportunities to secure a site for transitional housing project (bridging the gap between the emergency shelter and permanent supportive housing)

7-10 Years

- Explore opportunities to develop an affordable family-friendly housing project on City-owned land
- Explore opportunities to secure a site for a permanent supportive housing project

- Consider to look for opportunities to allocate City-owned land specifically for the use of affordable housing development
- Review practices around use of City-owned land to achieve affordable housing objectives



2.2 Affordable Housing Reserve Fund

Actions:

1-3 years

 Set a target of securing \$1.5 million in developer cash contributions annually in order to support affordable housing projects and leverage partnership opportunities

4-6 Years

- Review Affordable Housing Reserve Fund Policy to determine if criteria still allows the City to meaningfully respond to partnership opportunities and housing needs
 - Review how the funds are split (70% capital and 30% operating)
 - If needed, revise criteria so the funds are targeted towards priority groups in need and addressing housing gaps

7-10 Years

 Utilize cash-in-lieu contributions in the Affordable Housing Reserve Fund for affordable housing land acquisition

Ongoing

 Continue to use the Affordable Housing Reserve Fund for capital contributions towards innovative non-market housing projects that involve partnerships with other levels of government, and includes supportive programming, to meet the requirements of the identified priority groups in need



2.3 Financial Incentives

Actions:

1-3 years

- Consider waiving the development cost charges and municipal permit fees for new affordable housing developments that are owned/operated by a non-profit and where affordability is secured in perpetuity
 - Examine funding sources for the development cost charges and municipal permit fees waiver and create a new development cost charge bylaw, if necessary

4-6 Years

- Undertake a review and best practice analysis of property tax exemptions for non- market housing managed by a non-profit housing provider
- Explore various opportunities for the City to provide capital funding contributions towards standalone non-profit housing developments
- Actions: Special Development Circumstances and Value Transfer

2.4 Special Development Circumstances and Value Transfer

Actions: Ongoing

- Continue to use the Affordable Housing Reserve Fund for capital contributions when partnership opportunities become available
- Allow flexibility for large scale developments (or combination of developments) to cluster LEMR units in one, stand-alone building if a partnership with a non-profit housing provider is established
- Encourage innovation (i.e. rental structure that allows a variety of subsidized rents) in clustered projects that are 100% rental and nonprofit driven
- Facilitate potential partnerships with non-profit housing providers and developers in the pre-application/rezoning stage of development

2.5 Rent Bank Initiative

Actions:

1-3 years

- Undertake a review and best practice analysis of opportunities to support local rent bank initiatives
- Connect with local financial institutions to determine how a rent bank initiative could be supported and remain financially sustainable

4-6 Years

Determine the feasibility of implementing a rent bank initiative



Strategic Direction 3:

Build Capacity with Non-Profit Housing and Service Providers

3.1 Non-Profit Housing Development

Actions:

1-3 years

Adopt criteria for reviewing and fast-tracking City-supported non-profit
housing projects (i.e., federal and provincial government funding,
partnerships, the ability to offer rents close to the shelter/income
assistance rate and programming to support the priority groups in
housing need)

4-6 Years

 Review City incentives, such as reduced parking requirements and municipal fees

7-10 Years

- Undertake best practice research on non-profit housing development in other jurisdictions, and determine the municipal role
- Work with non-profit organizations to determine the feasibility of developing an integrated housing model (e.g. a combination of emergency shelter spaces and supportive housing with wraparound services on one site)

- Continue to build relationships with established non-profit housing providers throughout Richmond and Metro Vancouver that have expertise in housing the identified priority groups in need
- Permit greater flexibility for innovative rent structures that support a mix of affordable rental rates

3.2 Facilitating Stakeholder Partnerships

Actions:

1-3 years

- Develop a list of pre-qualified non-profit housing providers for partnering on potential housing projects
- Consider waiving development cost charges for low-end market rental units purchased by a non-profit housing provider to incentivize nonprofit ownership
- Work with other municipalities and stakeholders to examine management practices of units secured through development

Ongoing

- Review and update pre-qualified list of non-profit housing providers
- Identify potential opportunities for partnership with private sector to facilitate the development of affordable housing (example: Kiwanis Towers)

3.3 Renew Non-Profit Housing

Actions:

1-3 years

- Track non-profit agencies and co-op organizations that have expiring operating agreements
- Identify options and mechanisms to preserve affordable housing units throughout future redevelopment opportunities
- Review research undertaken by BC Housing and BC Non-Profit Housing Association regarding expiry of operating agreements and identify opportunities to partner

4-6 Years

- Develop a set of guidelines to support faith-based organizations to redevelop lands with a component of affordable housing
- Develop a set of guidelines to support co-op and non-profit organizations considering redevelopment upon expiry of operating agreements

7-10 Years

 At the time of expiry, continue working with organizations to preserve and potentially increase the number of affordable housing units through redevelopment



3.4 Encourage Accessible Housing

Actions: Ongoing

- Continue to build relationships with non-profit organizations to obtain input into housing needs and design for program clients that require accessibility features
- Facilitate potential partnerships with non-profit housing providers and developers in the pre-application/rezoning stage of development to ensure that some LEMR units are designed with adaptable features to accommodate

Strategic Direction 4:

Facilitate and Strengthen Partnership Opportunities

4.1 Co-location of Non-Market and Community Assets

Actions:

1-3 years

 Consider the needs of non-profit supportive services (i.e., amenity space for programming) within co-location opportunities to accommodate the priority groups in need

4-6 Years

 Review successful examples of co-location in other jurisdictions and develop a set of guidelines for co-locating affordable housing and community amenities

Ongoing

 Explore project opportunities to co-locate affordable housing with community assets (existing or new) and facilitate potential partnerships with non-profit housing providers

4.2 Community Land Trust

Actions:

1-3 years

- Review best practices of community land trusts in other jurisdictions and determine municipal involvement
- Consider conducting a feasibility study of initiating a Richmond-based community land trust

Ongoing

 Explore opportunities to maintain land affordability and projects involving community land trusts

Strategic Direction 5:

Increasing Advocacy, Awareness and Education Roles

5.1 Building Awareness and Information Sharing

Actions: Ongoing

- Advocate to senior levels of government to request funding or resources to meet the housing needs of the community
- Communicate the needs of non-profit housing and service providers to federal and provincial governments, key stakeholders, and Richmond's residents
- · Continue participation at regional, provincial and national housing tables and conferences to bring awareness to Richmond's work in affordable housing
- Continue to submit applications for awards to recognize Richmond's continued innovation in addressing housing affordability
- · Continue to organize and/or support housing-related events and workshops to encourage information sharing and building awareness



5.2 Monitoring and Reporting

Actions: Ongoing

- Publish an updated annual report (housing report card) on affordable housing targets and track progress achieved to date
- Continue to update City's affordable housing website reporting out on projects and initiatives

5.3 Prepare Position Papers

Actions: Ongoing

 Draft position papers on housing affordability issues to send to senior levels of government, and communicate through forums such as the Federation of Canadian Municipalities (FCM) or Union of BC Municipalities (UBCM).

Affordable Housing Strategy Monitoring & Evaluation

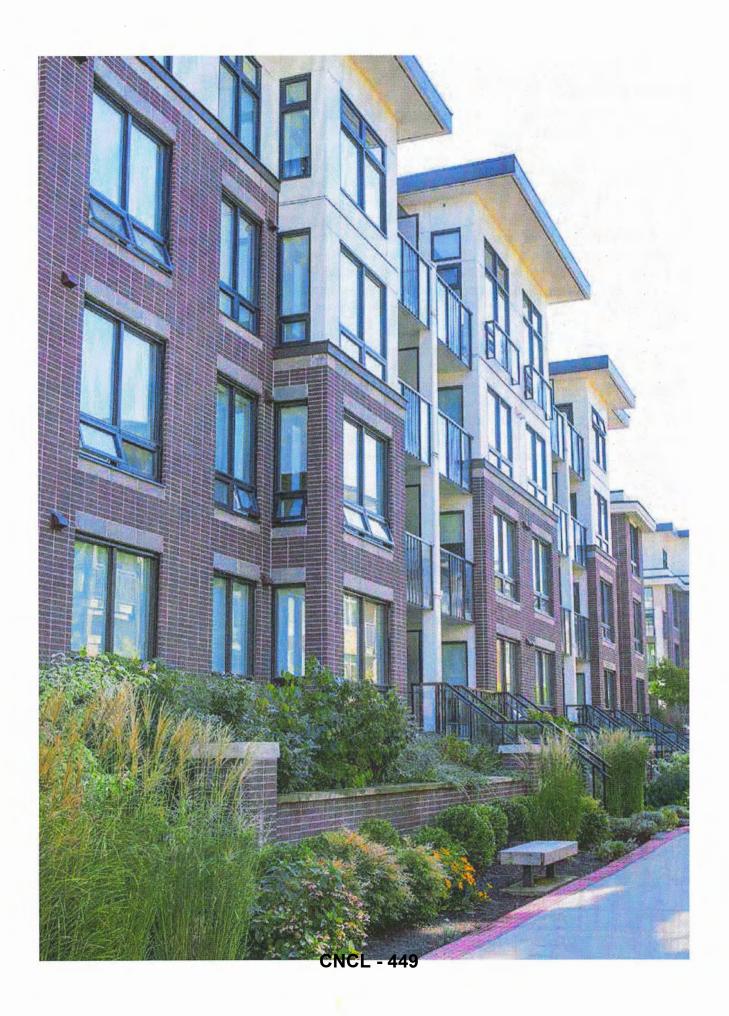
The City will continue to review the community context and housing trends, and research new and innovative affordable housing projects to ensure that the City's policies continue to meet the changing housing affordability needs of the community. The City will prepare annual Housing Report Cards to evaluate and report out on the progress of the Affordable Housing Strategy to the public and key stakeholders.

Concluding Comments

Given the high cost of housing, it is important that municipalities are leaders in working towards an appropriate mix of housing for a socially inclusive community. The Affordable Housing Strategy will be the guiding document to further goals for affordable housing in Richmond and provides a foundation for work that can be implemented over the 2017-2027 period to meet the intent of the strategic directions. Given that the City can only act within its legislative authority, the Affordable Housing Strategy is critical in identifying partnership opportunities to work with the federal and provincial governments, and the private and non-profit sectors. Continued partnerships with all stakeholders are needed to address the complexity of housing affordability within the community. Dedicated resources, including City staff time and financial contributions will be required to meet the demands of implementing the Affordable Housing Strategy.

Affordable housing benefits the entire community, offering both social and economic benefits. In addition to creating social diversity, inclusion and wellintegrated neighbourhoods, affordable housing ensures that households, families, and local employees can continue to live, thrive and contribute to their community in Richmond. With continued leadership from the City of Richmond, and a commitment from the federal and provincial governments, the development of diverse affordable housing options will continue to ensure that Richmond remains a liveable community.





Appendix A: Glossary

Affordable Housing

A relative term where households pay no more than 30% of their gross income towards housing costs, including rent or mortgage, utilities, maintenance fees, property taxes and insurance.

Affordable Housing Reserve Fund

A municipal fund used to support and facilitate the implementation of affordable housing policies including the development of affordable housing projects, initiatives and research. Revenue generated from applicable rezoning applications is directed to the reserve fund via the City's Cash-in-Lieu Contribution Policy.

Cash-in-Lieu Contributions

Cash contributions are collected in exchange for a density bonus for applicable rezoning applications. Cash-in-lieu contributions apply to rezoning applications such as apartments with fewer than 60 units, townhouse developments and single detached housing. Revenue generated through the cash-in-lieu policy is directed to the City's affordable housing reserve fund.

Coach House

A dwelling unit that is self-contained and is either attached or detached from and accessory to a single detached dwelling unit, except in the Edgemere neighbourhood where the suite must be detached from the principal dwelling unit. Regulatory requirements are outlined in the City's Zoning Bylaw.

Co-operative Housing ('Co-op')

A type of housing tenure where occupants form associations or corporations (typically non-profit) to own and operate a group of housing units including common areas and other amenities. Members own a share in the co-operative, are entitled to occupy a unit, have access to the common areas and amenities, may vote for members of the Board of Directors, have operational and maintenance responsibilities and actively participate in business and day-to-day life of the co-op.

Canada Mortgage and Housing Corporation (CMHC)

The Canada Mortgage and Housing Corporation (CMHC) is Canada's national housing agency that provides housing research, advice to consumers and the housing industry, and reports to Parliament and the public on mortgage loan insurance and financial reports.



Core Housing Need

Housing that does not meet one or more of the adequacy, suitability or affordability standards; and, where households spend 30% or more of their before-tax income to access acceptable local housing. Acceptable housing is adequate in condition, suitable in size, and affordable. Adequate housing does not require any major repairs. Suitable housing has enough bedrooms for the size and makeup of resident households, according to National Occupancy Standard requirements.

Community Land Trust

An organization, either public or non-profit, that acquires and secures land for the future development and preservation of affordable housing. Land secured through the CLT is exclusively provided to non-profit housing societies through ground-leases to build and operate affordable housing projects, and is not available for other types of development.

Family-Friendly Housing

Housing that meets the needs of families including units with enough bedrooms to accommodate all members of a family household. This includes multi-unit development projects with a greater mix of two and three bedroom units. To best serve priority groups, projects with low-end market rental (LEMR) units are encouraged to have a minimum of 15% 2 bedroom units and 5% 3+ bedroom units.

Housing Authority

An arm's length housing management body, which may or may not be incorporated, that manages, operates and administers housing on behalf of owner(s), which can include a local government.

Housing Agreement

An agreement in a form satisfactory to the City that limits the occupancy of the dwelling unit that is subject to the agreement to persons, families and households that qualify for affordable housing based on their household income level, that restricts the occupancy of the dwelling unit to rental tenure, and that prescribes a maximum rental rate and the rate of increase of rental rate for the dwelling unit.

Housing Covenant

A document registered on title to ensure that units are secured for affordable housing purposes in perpetuity.

Housing Income Limits (HILs)

The income required to pay the average market rent for an appropriately sized unit in the private market, as defined and annually updated by BC Housing.

Inclusionary Housing (Zoning)

Housing policy that requires the provision of an affordable housing contribution as part of new residential development projects in exchange for a density bonus. For apartment developments greater than 60 units, developers are required to construct affordable housing units on-site. A cash-in-lieu contribution is required for apartments with fewer than 60 units, townhouse developments and single detached rezoning applications.

Low-Barrier / Minimal Barrier Housing

Housing or shelter that has few requirements for entry, is physically accessible, includes storage for belongings and is typically pet-friendly.

Low-End Market Rental Units (LEMR)

Rental housing units affordable for low to moderate income households secured through the City's inclusionary housing policy. Maximum rents are based on 10% below BC Housing's Housing Income Limits.

Market Rental Housing

Private rental market units provided by the private market. This includes purpose-built rental housing as well as rental housing delivered through the secondary rental market such as secondary suites, rental condominium units, or other investor-owned houses/units.

Micro Units

Self-contained housing units which are smaller than the average studio unit, between 275 to 350 square feet.

Non-market Housing

Affordable housing that is subsidized by an external party such as the government or a non-profit agency in order to serve specific populations such as those experiencing homelessness, with disabilities, or other challenges.

Operating Agreements

Operating agreements are subsidy agreements provided by senior governments to non-profit and co-operative (co-op) societies to support the financial viability of affordable housing projects. These agreements were secured during the 1960s and 1970s and were usually tied to a mortgage, meaning that when the mortgage expires, non-profits and co-ops will be solely responsible for the housing project's ongoing financial viability.

Reduced-Rate Mortgages

Financing offered by the provincial or federal government with lower interest rates for construction or pre-construction in order to reduce expenses for affordable housing projects. Other financial institutions can offer reduced-rate mortgages as well.



Rent Geared to Income (RGI)

Subsidized rental housing units where rents do not exceed 30% of income earned by tenant. The ongoing operating costs of the units are typically subsidized by the federal or provincial government.

Secondary Suites

Self-contained accessory dwelling units within a single-detached dwelling or townhouse that may be rented out at market rates.

Universal Housing

The design of housing that meets the needs of a wide range of individuals. It addresses the needs of those with mobility or cognitive disabilities as well as the general population by ensuring that housing designs are useful, functional, intuitive, safe and accessible to a wide variety of people.

Accessible Housing

Dwelling units that include features, amenities or products to better meet the needs of people with disabilities.

Visitable Housing

Dwelling units that include basic accessibility features allowing most people to visit even if they have limitations such as impaired mobility. Basic features include a level entry, wider doors throughout the entrance level and an accessible washroom on the entrance level.

Appendix B: Municipal Initiatives for Affordable Housing

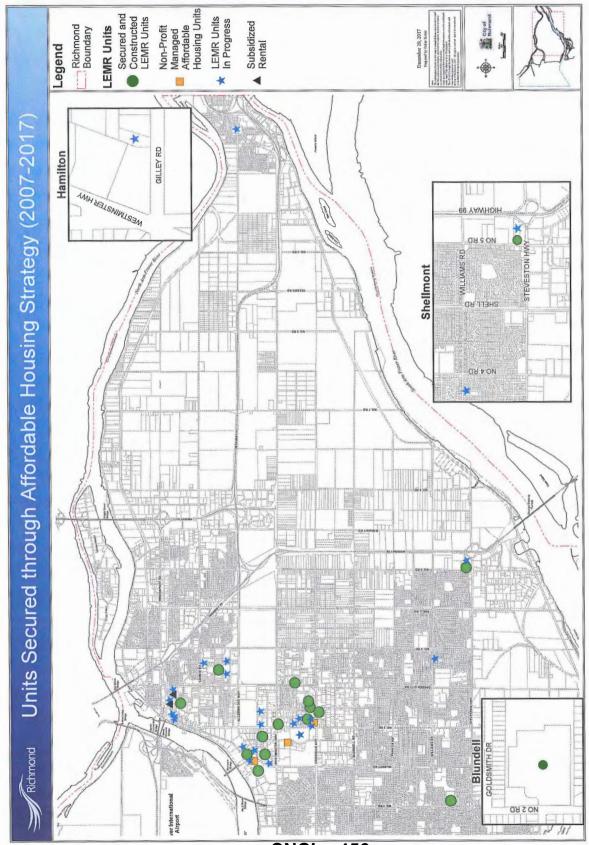
Comparison of Affordable Housing Initiatives in Select Metro Vancouver Municipalities

				ster	>			
Municipal Measures	Burnaby	Coquitlam	Maple Ridge	New Westminster	North Van City	Richmond	Surrey	Vancouver
Fiscal Measures								
City owned sites appropriate for affordable housing for lease to non-profits	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Donate City-owned land to facilitate affordable housing		Yes	Yes	Yes	Yes		Yes	Yes
Grants to facilitate affordable housing	Yes	Yes	Yes		Yes	Yes	Yes	Yes
Property tax exemption or forgiveness for supportive affordable housing			Yes	Yes	Yes		No	Yes
Waiving development fees/ DCCS for affordable housing	Yes	Yes	Exploring	Yes		Grants	Yes	Yes
Waiving other fees for affordable housing (ie. Building permit fees)	Yes	Yes	Exploring	Yes	Yes	Grants	Yes	
Land trust for affordable housing			Exploring		Exploring	Exploring	No	Yes
Affordable housing reserve/trust fund	Yes	Yes	Exploring	Yes	Yes	Yes	Yes	Yes
Planning Process or Policies				F B B				
Affordable Housing Strategy or Housing Action Plan		Yes	Yes	Yes	Yes	Yes	Pending	Yes
Official Community Plan policies showing commitment to providing a range of housing choices	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Identifying suitable affordable housing sites in neighbourhood and area planning processes	Yes		Yes	Yes		Yes		Yes
Adaptable housing policy			Yes	Yes	Yes	Yes		Yes
Family friendly policy (bedroom diversity requirement)			Support	Yes	Exploring	Yes.		Pending

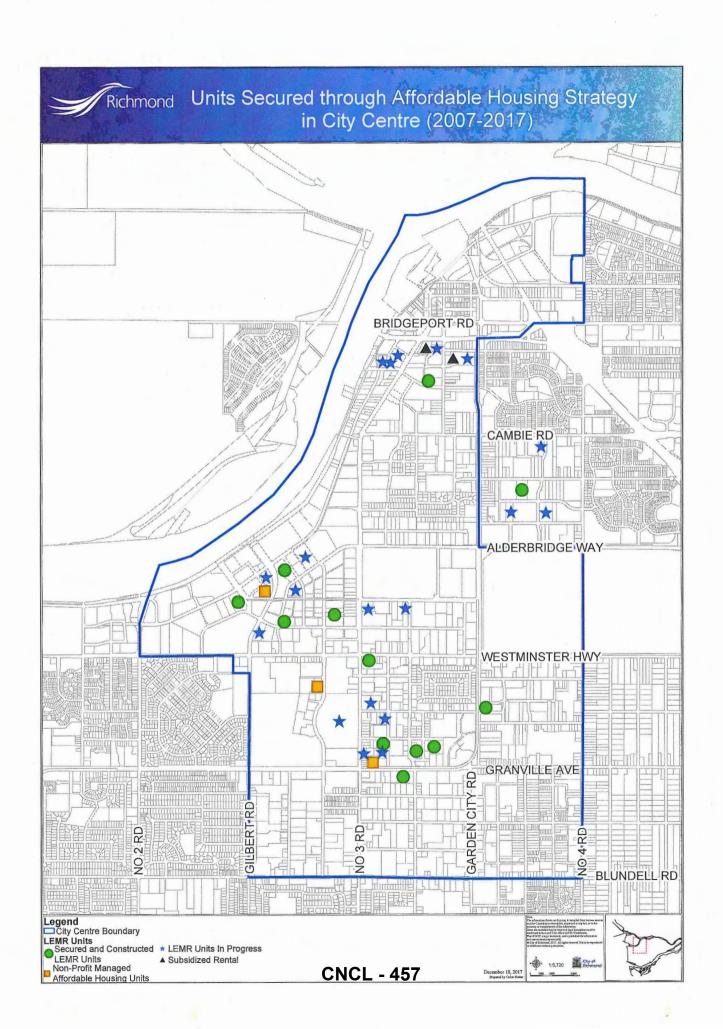
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Municipal Measures	Burnaby	Coquitlam	Maple Ridge	New Westminster	North Van City	Richmond	Surrey	Vancouver
Tenant Relocation policy	Yes	Yes	Yes	Yes	Yes	Exploring		Yes
Zoning/Regulatory Measures								
Inclusionary zoning policy for affordable housing	Yes		Yes		Exploring	Yes		Yes
Increased density in areas appropriate for affordable housing	Yes		Yes	Yes	CNV	Yes	No	Yes
Micro housing units (municipal policy exists)		Yes	n/a			Exploring	No	Pending
Smaller Lots	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Coach Houses		Yes	Yes	Exploring	Yes	Yes	Yes	Yes
Secondary suites in single family zones	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Secondary suites in other zones			Exploring	Exploring	Yes	Yes		Yes
Lock-off units in apartment and/ or row housing	Yes	Yes	Exploring		Yes	Yes		Yes
Infill Housing	Yes		Yes	Yes	Yes	Yes	Yes	Yes
Broadening row house/ townhouse & duplex zoning	Yes	Yes	Exploring	Yes	Yes	Yes	Yes	Yes
Density bonus provisions for affordable housing	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Reduced parking requirements for housing located in areas with good access to transit / for affordable housing	Case-By- Case		Yes	Yes	Exploring	Yes	Yes	Yes
Comprehensive development zone guidelines favour affordable housing (if guidelines exist)					-	Yes	Yes	Yes
Housing Agreements	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Fast track approval of affordable housing projects	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

Appendix C: Map of Low-End Market Rental Units



CNCL - 456



Appendix D: Select Case Studies

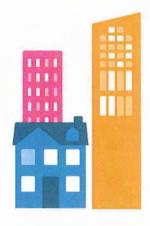
Cadence: Family Housing

Project Highlights

Target Population	 Low-income families 		
Units	15 units total		
	■ 1 studio unit		
	 14 two-bedroom units 		
Rental Rates	Studio unit: Maximum \$925 per month		
	 Two-bedroom units: Maximum \$1,137 per month 		
	 Currently, all units are being rented at shelter rates (\$375 for an individual and \$575 for a family) 		
Project Partners And Roles	 City of Richmond: Local approving authority; facilitation of partnerships; owner of childcare space 		
	 Cressey Development Group: Project developer 		
	 Atira Women's Resource Society: affordable units owner/operator; childcare operator; building maintenance 		
Tools Used	Inclusionary zoning and density bonusing		
	 Affordable housing value transfers (AHVT) 		
	 Housing agreement and covenants 		
Municipal Applications Required	 Rezoning application and zoning text amendment 		
	Development permit		
Timeline	Rezoning application: November 2012		
	Updated Rezoning proposal: January 2013		
	Project completion (affordable units / childcare building): Spring 2017		

In late 2012, Cressey Development Group applied to redevelop a former warehouse site in the Oval Village Neighbourhood into a mixed-use development project to feature 245 residential units in three residential buildings, ranging from five to fifteen stories. The City of Richmond's 2007 Affordable Housing Strategy required Cressey to provide a minimum of 5% of units to be affordable as part of their application.

The preliminary proposal planned for five studio and one-bedroom units, and nine two-bedroom units. After review and consideration, Council requested Cressey Development Group and staff to incorporate more two-bedroom units.



The concept redesign consisted of fourteen affordable two-bedroom units and one one-bedroom unit integrated with the childcare space in one, stand-alone building.

The City of Richmond facilitated a partnership between Cressey Development Group and Atira Women's Society (Atira), transferring the responsibility of operating and maintaining the stand-alone affordable housing units and childcare building to Atira. The City transferred childcare space requirements (\$874,000 financial contribution) from another nearby development project to the Cadence site to create a larger childcare space. This flexibility offered by the City resulted in the co-location of family housing units and childcare spaces on one site, rather than scattered through several projects. Due to the co-location and management of both amenities by Atira, tenants are able to access child care services at a subsidized rate.

Unique to this project, the stand-alone affordable housing and childcare building operated by Atira is legally separated as its' own "air space parcel" while remaining on the same strata parcel as the market buildings. Tenants of the affordable housing units have full access to all building amenities.

Kiwanis Towers: Seniors' Housing

Project Highlights

Target Population	Low-income seniors		
Units	296 one-bedroom units		
Rental Rates	Between \$660 to \$780 per month		
Project Partners And Roles	 City of Richmond: Local approving authority; funding towards capital costs; grants to offset development cost charges, permit fees and servicing costs 		
	Polygon Homes: Project developer		
	BC Housing: Construction financing		
	Kiwanis Seniors Housing Society: Contributed land; project owner / operator		
Tools Used	Inclusionary zoning and density bonusing		
	 Affordable housing value transfers (AHVT) utilized towards capital construction costs 		
	 Housing agreement and covenants 		
	 City grants for development cost charges, permit fees, servicing costs 		
Municipal Applications	OCP amendment		
Required	 Rezoning application and zoning text amendment 		
	Development permit		
Timeline	Redevelopment proposal. February 2011		
	Rezoning application: October 2011		
	Project completion (first tower): Fall 2015		
	Project completion (second tower): Fall 2015		

The Kiwanis Seniors Housing Society originally had several low density townhouses onsite developed in the 1960s, located along Minoru Boulevard in Richmond City Centre. The surrounding area has since developed to accommodate growth, including the expansion of rapid transit and high-density transit-oriented mixed-use projects. The townhouses had reached the end of their economic life and were in need of major repair, however the society did not have enough funds to invest in substantial upgrades. The site was also under-utilized and appropriate for densification.

Kiwanis did not have the financial resources to redevelop their aging infrastructure on their own, or maintain affordable rents for their tenants. As such, Kiwanis sold a portion of their land to Polygon Homes to be developed for market housing. The equity generated from the land sale was invested to redevelop the remaining portion of the land into 296 affordable rental units for low-income seniors, of which 122 replaced the existing stock plus an additional 174 units.



54 | City of Richmond Affordable Housing Strategy

The City of Richmond's Affordable Housing Special Development Circumstance policy was utilized in this development project to allow Polygon to transfer their required affordable housing contributions from multiple sites to the Kiwanis Seniors Housing Project. This flexibility offered by the City resulted in a cluster of seniors housing units on one site, rather than scattered through several projects.

The completed Kiwanis Seniors Housing Project provides affordable housing for low-income seniors in Richmond, located within walking distance to health services, grocery stores, shopping, rapid transit, and seniors-friendly amenities including a large park, library, seniors centre and aquatic facility.

Storeys Affordable Housing Project Development

Project Highlights

Target Population	Vulnerable populations / persons experiencing or at-risk of homelessness, low-income families and seniors, persons with mental health and addictions
Units	 129 units total 85 studio units 32 one-bedroom units 4 two-bedroom units 8 three-bedroom units
Rental Rates	 Studios and one-bedroom units: between \$375 to \$850 per month Two-bedroom units: between \$510 to \$1,375 per month Three-bedroom units: between \$595 to \$1,375 per month
Project Partners And Roles	 City of Richmond: Local approving authority; funding towards capital costs; grants to offset development cost charges, permit fees and servicing costs BC Housing: Construction financing Service Canada: Capital funding CMHC: seed funding to support the development of the project
	 Coast Foundation Society, Tikva Housing, S.U.C.C.E.S.S Affordable Housing Society, Turning Point Housing Society, Pathways Clubhouse Society of Richmond: Contributed capital for construction; financing; project operator Integra Architecture: Project designer
	 and applicant CPA Development: Project consultant and developer

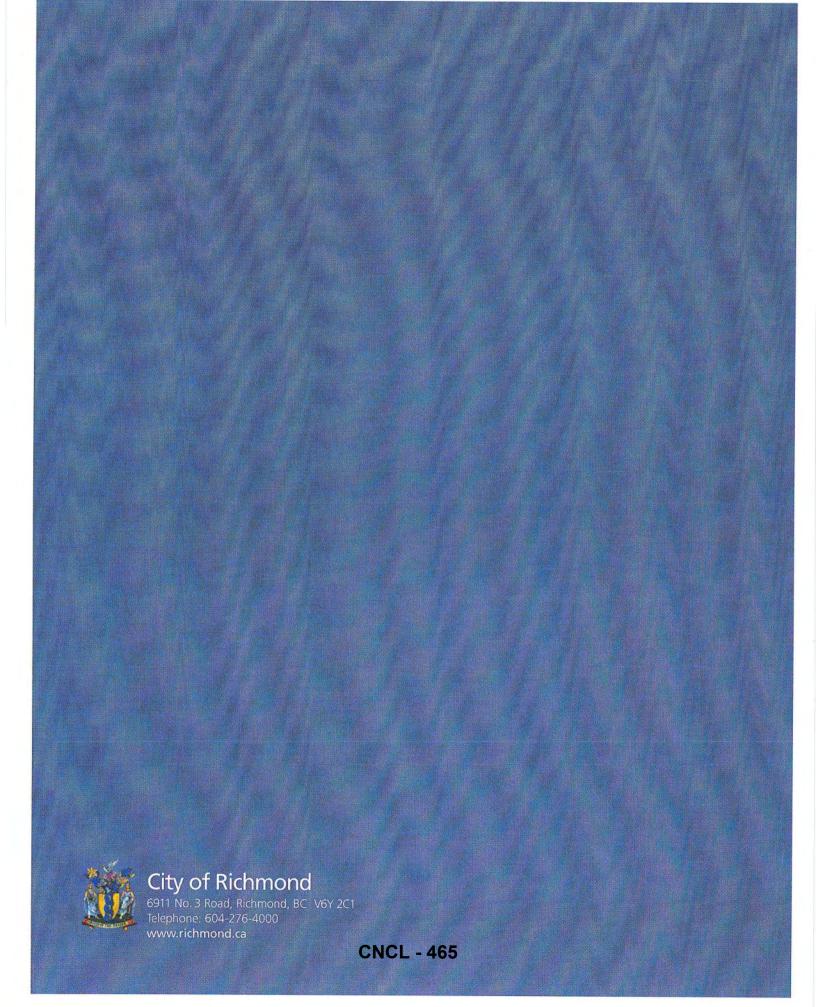


Tools Used	 Inclusionary zoning and density bonusing Affordable housing value transfers (AHVT) utilized towards capital construction costs Affordable housing reserve fund Housing agreement and covenants City grant towards development cost charges, municipal permit fees, servicing costs
Municipal Applications Required	Development permit
Timeline	Request for proposal: March 2011
	Development permit application: 2012
	 Development permit approval: February 2014
	Project completion: Fall 2017

The City of Richmond acquired land along No.3 Road in Richmond City Centre in anticipation of developing it into below market rental housing for vulnerable populations. In partnership with BC Housing, the City issued an Expression of Interest to develop the site. The successful applicant was Integra Architecture on behalf of a non-profit consortium consisting of Coast Mental Health, S.U.C.C.E.S.S Affordable Housing Society, Tikva Housing Society, Turning Point Housing Society and the Canadian Mental Health Association for their Pathways Clubhouse.

The City supported this project by providing financial contributions to pay for development cost charges and \$17 million for construction costs. The City's Affordable Housing Special Development Circumstance policy was utilized in this development project which compiled required developer contributions from several sites to be transferred to the Storeys project. The financial contributions and policy flexibility made the Storeys project attractive to other project partners, including BC Housing.

The final project contains a total of 129 affordable rental housing units for vulnerable populations including persons experiencing or at-risk of homelessness. The five non-profit housing providers own and manage the units, offering safe and secure housing to clients including low-income families and seniors, as well as persons with mental health issues and addictions. The project also includes social purpose retail space and onsite support services.



Affordable Housing Strategy: Public and Stakeholder Engagement

Consultation Objectives

The objectives of the final round of consultation sessions are to:

- Provide information to stakeholders on priority groups, identified housing gaps and proposed strategic directions
- Seek input on implementation plan and future actions in the Affordable Housing Strategy
- Refine implementation plan and future actions for Council consideration

The consultation sessions will be scheduled for January 2018, with the final Affordable Housing Strategy incorporating stakeholder feedback presented for Council consideration in February 2018.

Consultation Platforms

The following consultation platforms will be utilized:

- Two open houses in various neighbourhoods in Richmond (e.g. City Centre Community Centre and Cambie Community Centre) to be held during the final two weeks of January 2018
- Let's Talk Richmond questionnaire (to be launched in January 2018 and active for 2-3 weeks)

Target Audience

The target participants of the consultation sessions will be with key stakeholders and members of the general public. Participants will have the opportunity to comment on the implementation plan and future actions in the draft Affordable Housing Strategy.

Stakeholder Group	Participants
Public	Richmond residentsIndividuals working or participating in Richmond
Non-profit housing providers	 Turning Point Recovery Society Catalyst Community Development Society Coast Mental Health Tikva Housing SUCCESS Chimo Community Services Atira Women's Resource Society Richmond Society for Community Living Pathways Clubhouse YWCA Co-op Housing Federation of BC

	 BC Non-Profit Housing Association Any other interested housing providers
Private/development sector	 Urban Development Institute Richmond Home Builders Group Greater Vancouver Home Builders' Association
Government and quasi-government organizations	 CMHC BC Housing Metro Vancouver Vancouver Coastal Health Richmond School Board
Non-profit service providers and community groups	 Salvation Army Richmond Centre for Disability Richmond Food Bank Richmond Addictions Services Society Richmond Poverty Response Committee any other interested organizations (invited through the Richmond Community Services Advisory Committee, Richmond Intercultural Advisory Committee and Richmond Seniors Advisory Committee)



Report to Committee

Planning and Development Division

To:

Planning Committee

Date:

January 3, 2018

From:

Wayne Craig

File:

RZ 16-732490

Director, Development

Re:

Application by Pietro Nardone to Rezone the West Portions of 7151, 7171, 7191, 7211, 7231, and 7251 Bridge Street from the "Single Detached (RS1/F)" Zone to the "Single Detached (ZS14) - South McLennan (City Centre)" Zone; and to Rezone the East Portion of 7191 Bridge Street from the "Single Detached

(RS1/F)" Zone to the "Single Detached (RS2/C)" Zone

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9796, for the rezoning of the west portions of 7151, 7171, 7191, 7211, 7231, and 7251 Bridge Street from the "Single Detached (RS1/F)" zone to the "Single Detached (ZS14) - South McLennan (City Centre)" zone; and to rezone the east portion of 7191 Bridge Street from the "Single Detached (RS1/F)" zone to the "Single Detached (RS2/C)" zone, be introduced and given first reading.

Wayne Craig

Director, Development

(604-247-4625)

WC:jr Att. 9

REPORT CONCURRENCE				
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER		
Affordable Housing	Ø	he Everes		

Staff Report

Origin

Pietro Nardone has applied to the City of Richmond for permission to rezone the west portions of 7151, 7171, 7191, 7211, 7231, and 7251 Bridge Street from the "Single Detached (RS1/F)" zone to the "Single Detached (ZS14) - South McLennan (City Centre)" zone, and to rezone the east portion of 7191 Bridge Street from the "Single Detached (RS1/F)" zone to the "Single Detached (RS2/C)" zone, to permit the properties to be subdivided to create six lots fronting Bridge Street and 10 new lots fronting an extension to Armstrong Street (Attachment 1). Each property contains an existing single-detached dwelling fronting Bridge Street, which will be retained. The proposed subdivision plan is included in Attachment 2.

This application is being considered concurrently with a rezoning application at 7320, 7340, and 7360 Ash Street (RZ 16-738953), located southwest of the subject properties. The required road works associated with both applications will facilitate the connection of Armstrong Street from Sills Avenue to General Currie Road, as shown in Attachment 3. Each application is dependent on the other for construction of the through road to provide access to the proposed subdivided lots. The required road works will be secured through a single Servicing Agreement for both applications, which the applicant must enter in to prior to final adoption of the rezoning bylaw.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is provided in Attachment 4.

Surrounding Development

Development immediately surrounding the subject site is as follows:

To the North: Single-family dwellings on lots zoned "Single Detached (ZS15) - South

McLennan (City Centre)", fronting Sills Avenue.

To the South: A single-family dwelling on a lot zoned "Single Detached (RS1/F)", fronting

Bridge Street.

To the East: A single lot zoned "Single Detached (ZS14) - South McLennan (City Centre)",

that is subject to a subdivision application currently under staff review, which would create seven single-family lots fronting Bridge Street (SD 16-726640).

To the West: Single-family dwellings on lots zoned "Single Detached (RS1/F)," fronting

Ash Street.

Related Policies & Studies

Official Community Plan/McLennan South Sub-Area Plan

The Official Community Plan (OCP) land use designation for the subject site is "Neighbourhood Residential" (Attachment 5). The proposed rezoning and subdivision are consistent with this designation.

The City Centre Area – McLennan South Sub-Area Plan land use designation for the subject site is "Residential, Historic Single-Family" (Attachment 6). The Area Plan identifies minimum lot sizes on Bridge Street (min. 18.0 m frontage and 550 m² area) and on Armstrong Street (min. 11.3 m frontage and 320 m² area). The proposed rezoning and subdivision are generally consistent with the designation and policies contained in the Area Plan.

The McLennan South Sub-Area Plan identifies the development of a "ring road", made up of Sills Avenue and Armstrong Street, connecting Sills Avenue to General Currie Road (Attachment 7). These new roads have been constructed incrementally through previous development applications, including portions of Sills Avenue to the north and Armstrong Street to the south. The proposed rezoning and subdivision are consistent with the identified road development, and will complete (along with RZ 16-738953) an interim north-south connecting Armstrong Street.

Floodplain Management Implementation Strategy

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204. Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

Public Consultation

A rezoning sign has been installed on the subject property. Staff have not received any comments from the public about the rezoning application in response to the placement of the rezoning sign on the property.

Should the Planning Committee endorse this application and Council grant first reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing; where any area resident or interested party will have an opportunity to comment. Public notification for the Public Hearing will be provided as per the *Local Government Act*.

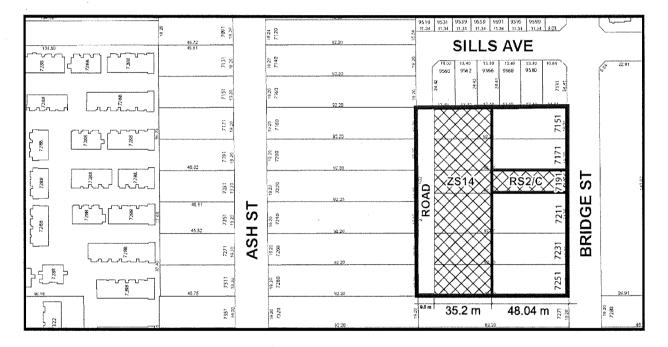
Analysis

Proposed Rezoning and Subdivision

The existing dwellings on each of the Bridge Street lots are proposed to be retained following subdivision. Based on the proposed subdivision, the applicant has provided a signed and sealed plan from a registered BC Land Surveyor confirming the existing buildings and resulting lots would be generally consistent with Richmond Zoning Bylaw 8500. Structures that do not comply with the regulations must be removed or relocated prior to approval of the subdivision.

The applicant proposes to rezone the west portions of the six subject properties to the "Single Detached (ZS14) - South McLennan (City Centre)" zone. The west portion of each lot would be subdivided, resulting in 10 new lots fronting an extension to Armstrong Street. Five of the six resulting lots to be retained fronting Bridge Street will meet the minimum 18 m width, 45 m depth, and 828 m² area requirements of the "Single Detached (RS1/F)" zone. The sixth lot, resulting from the subdivision of 7191 Bridge Street, has insufficient width and area to meet the "Single Detached (RS1/F)" lot size requirements. Altering the proposed subdivision plan to comply with the "Single Detached (RS1/F)" zone would require demolition of the existing dwelling on 7211 Bridge Street.

Therefore, the applicant proposes to rezone the east portion of 7191 Bridge Street to the "Single Detached (RS2/C)" zone, to allow the proposed subdivision. The portions of each property proposed to be rezoned are shown below. This proposal is generally consistent with the McLennan South Sub-Area Plan objective of retaining the existing character of single-family homes along Bridge Street.



Transportation and Site Access

Vehicle access to the ten new lots is proposed from individual driveways from Armstrong Street. Vehicle access to the six retained lots is proposed to be maintained from Bridge Street.

Prior to final adoption of the rezoning bylaw, the applicant must provide a 9.0 m wide road dedication along the entire rear property line, and submit a functional road plan demonstrating the interim and ultimate conditions of Armstrong Street to the satisfaction of the Director of Transportation.

Additionally, a 9.0 m wide road dedication along the entire rear property line of 7280 Ash Street (not included in either rezoning application) is required. The applicant has provided written confirmation from the property owner of 7280 Ash Street agreeing to this condition. The

required road and servicing works with be secured through a Servicing Agreement, which is required prior to final adoption of the rezoning bylaw.

Construction of Armstrong Street from Sills Avenue to General Currie Road is necessary to achieve functional vehicle circulation for two-way traffic and emergency access and egress. The required extension to Armstrong Street will be secured through the subject rezoning application and the proposed development to the south, at 7320/7340/7360 Ash Street (RZ 16-738953). Staff have determined that the Servicing Agreements for both applications should be combined, to ensure that the required road works are completed before construction of the new dwellings. Further, the applicant is required to enter into a legal agreement registered on Title of the proposed lots to ensure that all required off-site works (from Sills Avenue to General Currie Road) are completed prior to final Building Permit inspection granting occupancy.

Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report; which identifies on-site and off-site tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses 53 bylaw-sized trees on the subject properties, and one bylaw-sized tree on a neighbouring property.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report and supports the Arborist's findings, with the following comments:

- Nine trees on the development site (Tag # 185, 189, 190, 191, 192, 702, 709, 710, and 711) are in good condition and proposed to be retained. Provide tree protection fencing as per Tree Protection Bylaw No. 8057.
- 11 trees comprising a hedgerow on the development site (Tag # 184) at 7151 Bridge Street are in good condition and should be retained. Tree retention measures will be further evaluated through the Servicing Agreement design review.
- Four trees comprising a hedgerow on the development site (Tag # 701) are in fair condition. These trees should be retained and protected.
- One tree located on a neighbouring property (Tag # 714) is in fair condition. These trees should be retained and protected.
- Seven trees on the development site (Tag # 703, 704, 705, 706, 707, 708, and 713) are in poor condition, and conflict with the proposed new dwellings. These trees should be removed and replaced.
- 24 Birch trees (Tag # BIR) on the development site are infected with Bronze Birch Borer, in poor condition, and conflict with the proposed new dwellings. These trees should be removed and replaced.
- 14 Birch trees (Tag # BIR) located in the required road dedication are infected with Bronze Birch Borer and in poor condition. No compensation or replacement is required for removal of these trees, as construction of the road is an Area Plan requirement.
- Replacement trees should be specified at 2:1 ratio as per the Official Community Plan (OCP).

The City Parks Department has reviewed the Arborist's Report and supports the Arborist's findings, with the following comments:

- Two trees located on the shared property line with the City (Tag # 187 and 188) are in poor condition, conflict with the required street frontage upgrades, and should be removed.
- One tree located in the City-owned boulevard (Tag # 186) is in poor condition, conflicts with the required street frontage upgrades, and should be removed.
- Two trees in the City-owned boulevard (Tag # C3 and C4) are in good condition, but conflict with the required street frontage upgrades. These trees are to be relocated at developer's cost to a location chosen by Parks Department staff. The applicant must submit a survival security of \$2,600 (\$1,300/tree) prior to final adoption of the rezoning bylaw.

Tree Replacement

The applicant wishes to remove 31 trees located on the development site (Tag # 703-708, 713, and BIR). The 2:1 replacement ratio would require a total of 62 replacement trees. The applicant has agreed to plant a total of 30 replacement trees in the development. The required replacement trees are to be of the following minimum sizes, based on the size of the trees being removed as per Tree Protection Bylaw No. 8057.

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	Minimum Height of Coniferous Replacement Tree
2	11 cm	6 m
4	10 cm	5.5 m
8	8 cm	4 m
16	6 cm	3.5 m

To satisfy the 2:1 replacement ratio established in the OCP, the applicant will contribute \$16,000 to the City's Tree Compensation Fund in lieu of the remaining 32 trees that cannot be accommodated on the subject property after redevelopment.

The applicant wishes to remove three City-owned trees (Tag # 186-188). Prior to final adoption of the rezoning bylaw, the applicant must contribute \$3,900 to the City's Tree Compensation Fund, for the City to plant replacement trees at or near the development site.

Tree Protection

Nine trees (Tag # 185, 189-192, 702, and 709-711) and two hedgerows (Tag # 184 and 701) on the development site, and one tree (Tree # 714) on a neighbouring property are to be retained and protected. The applicant has submitted a tree protection plan showing the trees to be retained and the measures taken to protect them during development stage (Attachment 8). To ensure that the trees identified for retention are protected at development stage, the applicant is required to complete the following items:

• Prior to final adoption of the rezoning bylaw, submission to the City of a contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to

tree protection zones. The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the arborist to submit a post-construction impact assessment to the City for review.

- Prior to final adoption of the rezoning bylaw, submission to the City of a \$67,600 Tree Survival Security for the on-site trees to be retained, and the two City-owned trees to be relocated.
- Prior to any demolition or construction on the properties, installation of tree protection
 fencing around all trees to be retained. Tree protection fencing must be installed to City
 standard in accordance with the City's Tree Protection Information Bulletin Tree-03 prior to
 any works being conducted on-site, and remain in place until construction and landscaping
 on-site is completed.

Affordable Housing Strategy

The City's Affordable Housing Strategy for single-family rezoning applications received prior to July 18, 2017, requires a secondary suite or coach house on 100% of new lots created; a suite or coach house on 50% of new lots created together with a cash-in-lieu contribution to the City's Affordable Housing Reserve Fund of \$2.00/ft² of the total buildable area of the remaining lots; or, where secondary suites cannot be accommodated in the development, a cash-in-lieu contribution to the City's Affordable Housing Reserve Fund of \$2.00/ft² of the total buildable area of the development.

The applicant proposes to provide a secondary suite in the dwellings constructed on each of the 10 new lots, and a \$50,733.51 cash-in-lieu contribution for the six retained lots fronting Bridge Street. This proposal is generally consistent with the intent of the Affordable Housing Strategy, and has been reviewed by the Affordable Housing Coordinator.

Prior to final adoption of the rezoning bylaw, the applicant is required to enter into a legal agreement registered on Title, stating that no final Building Permit inspection will be granted until a secondary suite is constructed in the dwelling on each of the 10 new lots on Armstrong Street, to the satisfaction of the City in accordance with the BC Building Code and Richmond Zoning Bylaw 8500.

Site Servicing and Frontage Improvements

Prior to final adoption of the rezoning bylaw, the applicant is required to enter into a Servicing Agreement for the design and construction of road works, engineering infrastructure, and frontage improvements, as described in Attachment 9.

The developer for the subject application is responsible for the required road works, engineering infrastructure and frontage improvements along Bridge Street, the portion of Armstrong Street along the subject site's frontage, and 50% of the portion of Armstrong Street within the road dedication at 7280 Ash Street. The remaining requirements to complete the connection of Armstrong Street from Sills Avenue to General Currie Road will be the responsibility of the developer for RZ 16-738953. Required works include, but are not limited to, the following:

5500172

- Armstrong Street: Block retaining wall with barrier fencing on the east property line of the neighbouring Ash Street lots; asphalt road to accommodate two-way traffic; concrete curb and gutter, landscaped boulevard with street lights, and concrete sidewalk at the new property line of the Armstrong Street lots.
- Bridge Street: Road widening, concrete curb and gutter, landscaped boulevard with street lights, and concrete sidewalk at the property line, to match the existing condition at 7131 Bridge Street.

Due to the road width of Armstrong Street in the interim condition, the ultimate frontage works may be deferred until the neighbouring properties redevelop and additional road width is acquired. The applicant is required to provide a cash-in-lieu contribution for the construction of the ultimate condition to be completed as the adjacent lots develop. The cash-in-lieu contribution will be determined through the Servicing Agreement design review process.

At Subdivision stage, the applicant is required to pay Property Taxes, Development Cost Charges, School Site Acquisition Charge, and Address Assignment Fees.

Financial Impact

As a result of the proposed development, the City will take ownership of developer contributed assets such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals. The anticipated Operating Budget Impact (OBI) for the ongoing maintenance of these assets is \$6,000.00. This will be considered as part of the 2019 Operating budget.

Conclusion

The purpose of this application is to rezone the west portions of 7151, 7171, 7191, 7211, 7231, and 7251 Bridge Street from the "Single Detached (RS1/F)" zone to the "Single Detached (ZS14) - South McLennan (City Centre)" zone, and the east portion of 7191 Bridge Street from the "Single Detached (RS1/F)" zone to the "Single Detached (RS2/C)" zone, to permit the properties to be subdivided to create six lots fronting Bridge Street and 10 new lots fronting an extension of Armstrong Street.

This rezoning application complies with the land use designations and applicable policies for the subject properties contained in the OCP and Richmond Zoning Bylaw 8500.

The list of rezoning considerations is included in Attachment 9, which has been agreed to by the applicant (signed concurrence on file).

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9796 be introduced and given first reading.

Jordan Rockerbie Planning Technician (604-276-4092)

JR:blg

Attachment 1: Location Map and Aerial Photo

Attachment 2: Proposed Subdivision Plan

Attachment 3: Conceptual Development Plan

Attachment 4: Development Application Data Sheet

Attachment 5: Official Community Plan Land Use Map

Attachment 6: McLennan South Sub-Area Plan Land Use Map

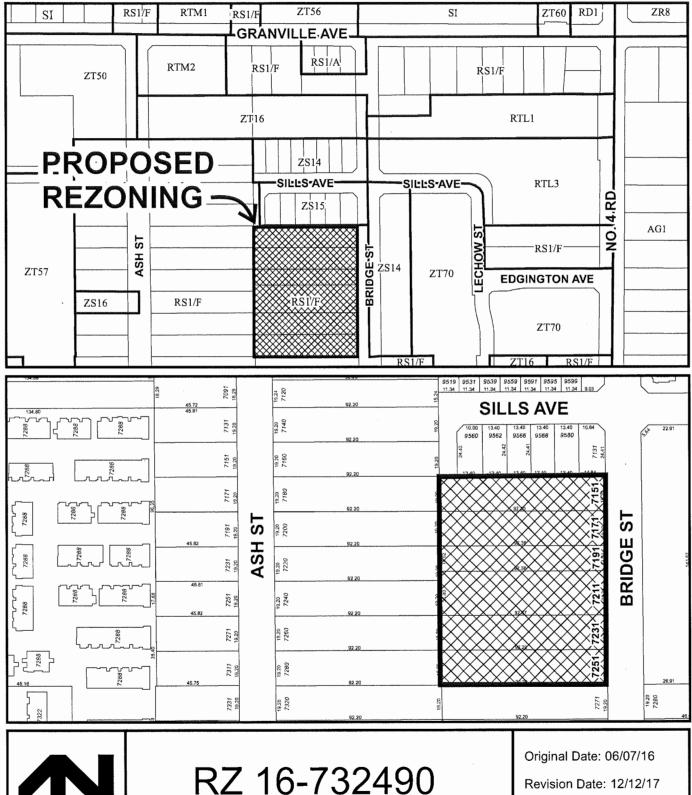
Attachment 7: McLennan South Sub-Area Plan Circulation Map

Attachment 8: Tree Retention Plan

Attachment 9: Rezoning Considerations

Note: Dimensions are in METRES









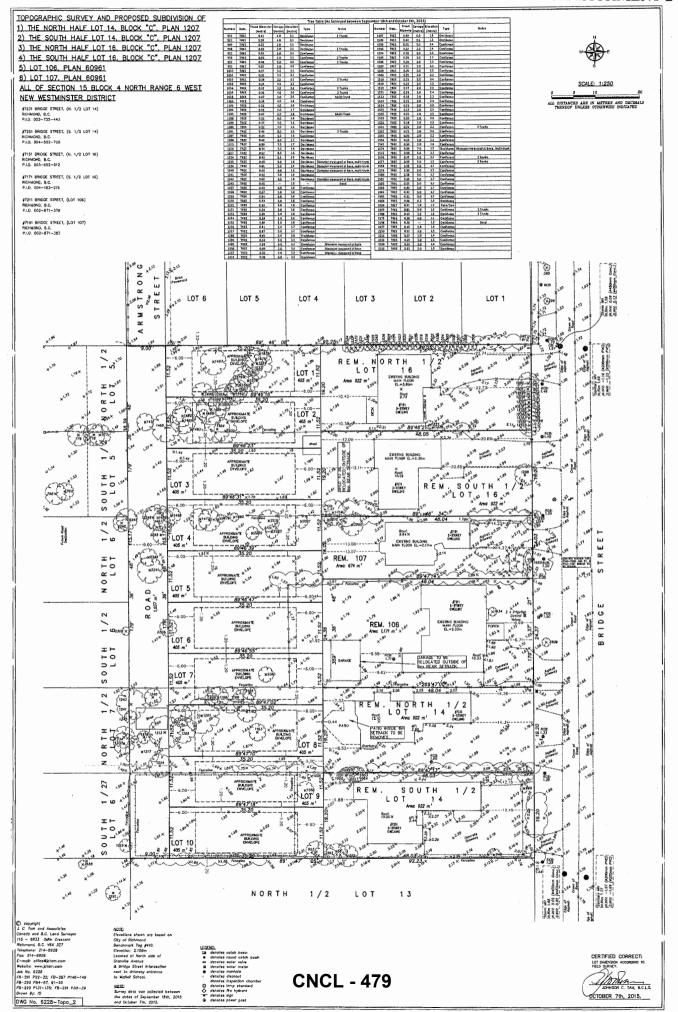


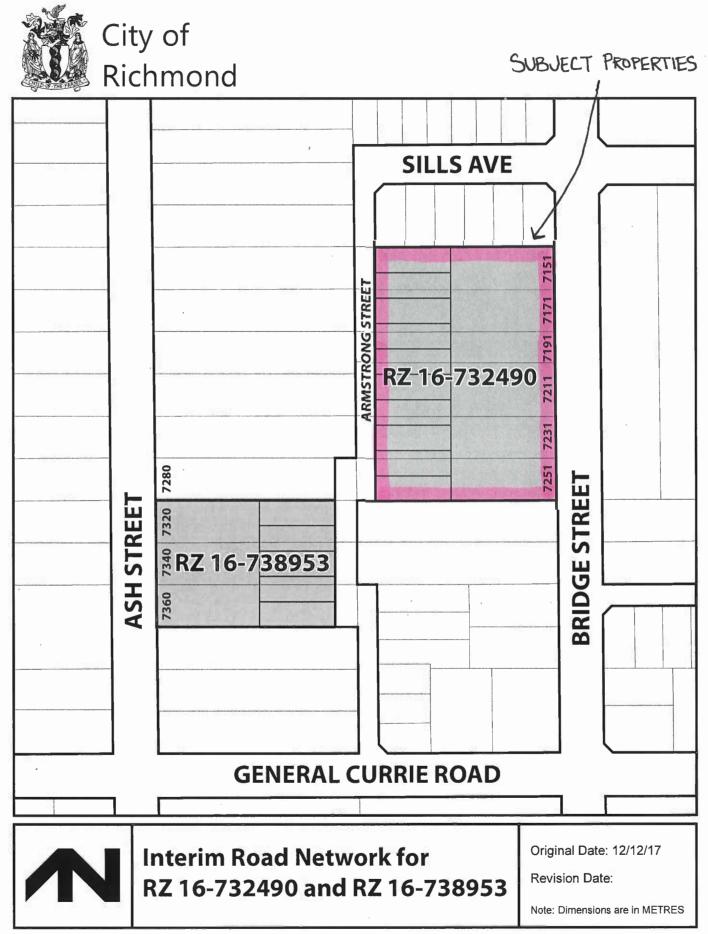
RZ 16-732490

Original Date: 06/07/16

Revision Date: 12/08/17

Note: Dimensions are in METRES







Development Application Data Sheet

Development Applications Department

RZ 16-732490 Attachment 4

Address: 7151/7171/7191/7211/7231/7251 Bridge Street

Applicant: Pietro Nardone

Planning Area(s): City Centre – McLennan South

	Existing	Proposed
Owner:	Chang Liang Su Nu Wu Calvin Clare Radom Maryann Radom Rohitendra Rajnesh Lal Rudy Stiegelmar David Shu Sum Yu Monica Mei Sheung Yu Allan James McBurney Sandra Teresa McBurney	To be determined
Site Size (m²):	7151 Bridge Street: 1,790 m ² 7171 Bridge Street: 1,790 m ² 7191 Bridge Street: 1,292 m ² 7211 Bridge Street: 2,247 m ² 7231 Bridge Street: 1,790 m ² 7251 Bridge Street: 1,790 m ²	
Land Uses:	6 single-family dwellings	16 single-family dwellings
OCP Designation:	Neighbourhood Residential	No change
Area Plan Designation:	Residential, Historic Single-Family	No change
Zoning:	Single Detached (RS1/F)	7151, 7171, 7211, 7231, 7251 Bridge Street: No change 7191 Bridge Street: Single Detached (RS2/C) Lots 1-10: Single Detached (ZS14) - South McLennan (City Centre)

On East Portion of 7191 Bridge Street	Bylaw Requirement Single Detached (RS2/C)	Proposed	Variance
Floor Area Ratio:	Max. 0.55 for lot area up to 464.5 m ² plus 0.3 for area in excess of 464.5 m ²	Max. 0.55 for lot area up to 464.5 m ² plus 0.3 for area in excess of 464.5 m ²	none permitted
Buildable Floor Area (m²):*	Max. 318.33 m ² (3,426.42 ft ²)	257.8 m² (2,774.9 ft²)	none permitted

On East Portion of 7191 Bridge Street	Bylaw Requirement Single Detached (RS2/C)	Proposed	Variance
Lot Coverage (% of lot area):	Building: Max. 45% Non-porous Surfaces: Max. 70% Landscaping: Min. 25%	Building: Max. 45% Non-porous Surfaces: Max. 70% Landscaping: Min. 25%	none
Lot Size:	Min. 360 m²	674 m²	none
Lot Dimensions (m):	Width: Min. 13.5 m Depth: Min. 24.0 m	Width: 14.02 m Depth: 48.04 m	none
Setbacks (m):	Front: Min. 6.0 m Side: Min. 1.2 m Rear: Min. 20% of lot depth for up to 60% of principal dwelling, 25% of lot depth for remainder, up to 10.7 m	Front: 6.0 m Side: 1.2 m Rear: 9.26 m for up to 60% of principal dwelling, 10.7 m for remainder	none
Height (m):	Max. 9.0 m	Max. 9.0 m	none

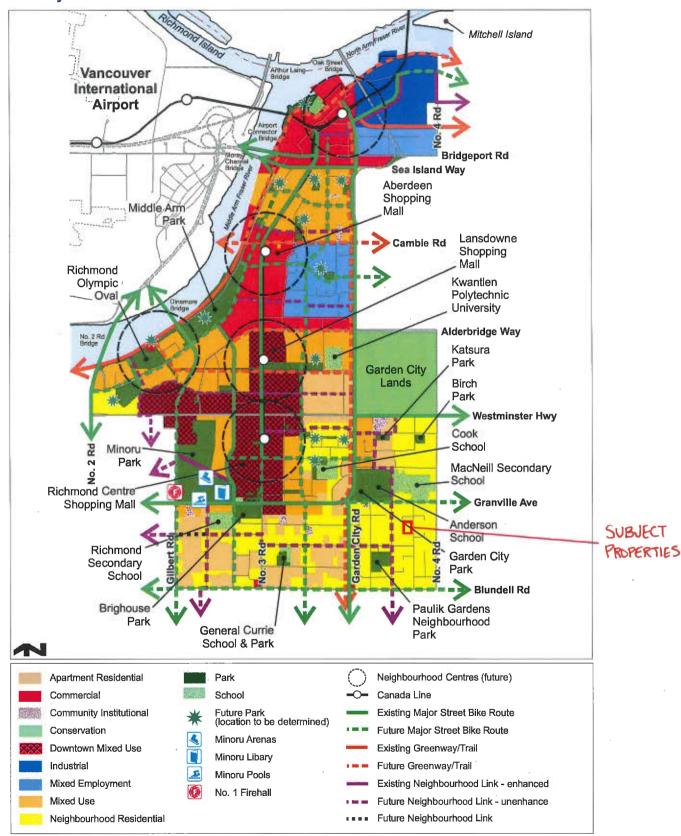
On Proposed Lots 1-10	Bylaw Requirement Single Detached (ZS14) - South McLennan (City Centre)	Proposed	Variance
Floor Area Ratio:	Max. 0.55 for lot area up to 464.5 m ² plus 0.3 for area in excess of 464.5 m ²	Max. 0.55 for lot area up to 464.5 m ² plus 0.3 for area in excess of 464.5 m ²	none permitted
Buildable Floor Area (m²):*	Max. 222.75 m² (2,397 ft²)	Max. 222.75 m² (2,397 ft²)	none permitted
Lot Coverage (% of lot area):	Building: Max. 45% Non-porous Surfaces: Max. 70% Landscaping: Min. 25%	Building: Max. 45% Non-porous Surfaces: Max. 70% Landscaping: Min. 25%	none
Lot Size:	Min. 320 m²	405 m²	none
Lot Dimensions (m):	Width: Min. 11.3 m Depth: Min. 24.0 m	Width: 11.52 m Depth: 35.2 m	none
Setbacks (m):	Front: Min. 6.0 m Rear: Min. 6.0 m Side: Min. 1.2 m	Front: Min. 6.0 m Rear: Min. 6.0 m Side: Min. 1.2 m	none
Height (m):	Max. 9.0 m	Max. 9.0 m	none

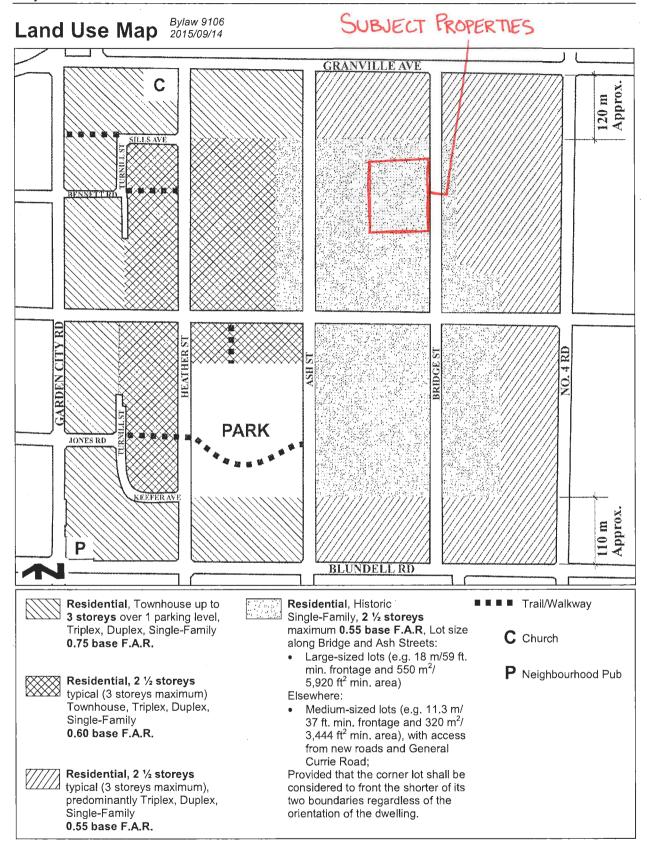
Other: Tree replacement compensation required for loss of significant trees.

^{*} Preliminary estimate; not inclusive of garage or other exemptions contained in the Zoning Bylaw; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.



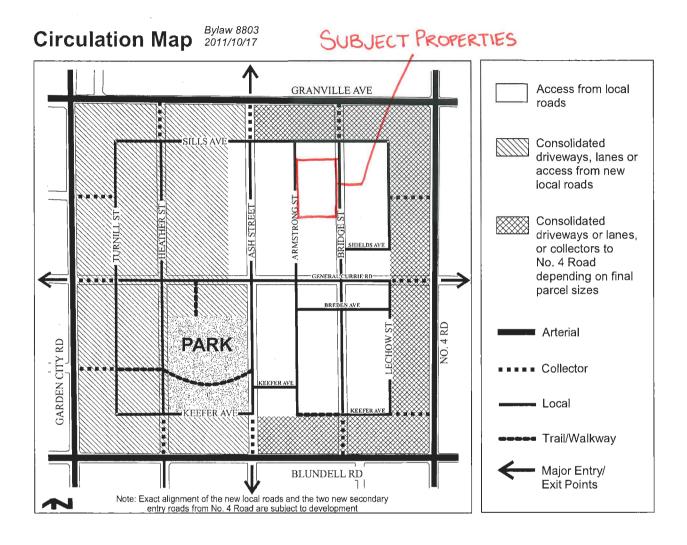
10. City Centre





Note: Sills Avenue, Le Chow Street, Keefer Avenue, and Turnill Street are commonly referred to as the "ring road".

Encourage cycling as a means of travel by calming automobile traffic within McLennan South and supporting the City Centre policies and programs for bicycles.



TREE INVENTORY AND ASSESSMENT LIST:

- EE INVENTORY AND ASSESSMENT LIST:

 Tag # denotes the tog affixed to the tree for reference in report and an drawings.

 Dah denotes the diameter of the trunk measured at 1.4 m above grade or as per arboricultural standards (1.e., For multi stem trees).

 Cond denotes health and structural rating using Visual Tree Assessment (VTA) procedures.

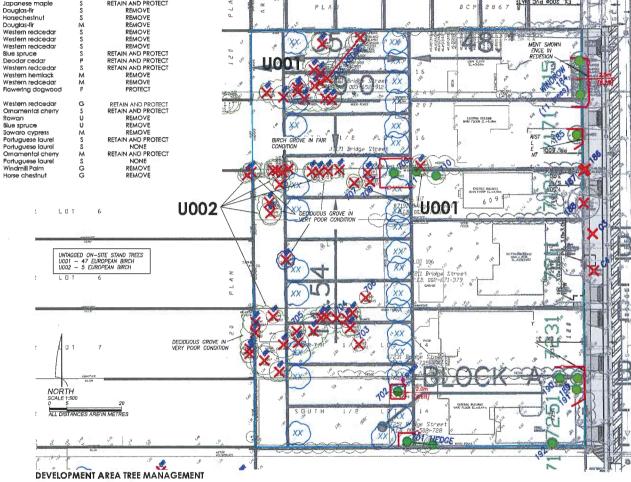
 U denotes <u>Unsuitable</u> = a tree in very poor condition that is deemed not viable for retention in active band use areas due to pre-existing advanced health decline or significant structural defects.

 M denotes <u>Managical</u> = a tree in poor to fair condition that has a pre-existing moderate rated defect that may affect its vlability considering the proposed land use but is considered for retention conditional to certain special measures.

 S denotes <u>Suitable</u> = a tree in good or excellent condition with no overt or identifiable significant detects, and is well sulted for consideration of referrition if the project design can accommodate it.

 Action denotes the proposed treatment of the tree within the current development design, See report and drowing for more detaits.

		orl and drawing for mo		a Alli ili i ilia contenti dottoro
Tag #		Tree Type	Cond	Action
699	24	Norway spruce	M	REMOVE
700	50	Western redcedar	M	REMOVE
701	46-58	Western redcedar	M	RETAIN AND PROTECT
702	23	Japanese maple	\$	RETAIN AND PROTECT
703	31	Dauglas-fir	\$	REMOVE
704	21	Harsechestnut	S	REMOVE
705	22	Dauglas-fir	M	REMOVE
706	25	Western redcedar	5 S	REMOVE
707	34	Western redcedar	S	REMOVE
708	33	Western redcedar	5	REMOVE
709	35	Blue spruce	S	RETAIN AND PROTECT
710	43	Deodar cedar	P	RETAIN AND PROTECT
711	30	Western redcedar	S	RETAIN AND PROTECT
712	68	Western hemlack	M	REMOVE
713	20-40	Western redcedar	M	REMOVE
714	18	Flowering dogwood	F	PROTECT
184	43-53	Western redcedar	G	RETAIN AND PROTECT
185	41	Omamental cherry	\$	RETAIN AND PROTECT
186	11, 9, 10	Rowan	U	REMOVE
187	24	Blue spruce	U	REMOVE
188	52, 58	Sowaro cypress	M	REMOVE
189	31	Portuguese laurel	S	RETAIN AND PROTECT
190	26, 24	Portuguese laurel	S	NONE
191	25	Omamental cherry	M	RETAIN AND PROTECT
192	16	Portuguese laurel	S	NONE
C3	1.5M ht.	Windmill Palm	G	REMOVE
C4	7	Horse chestnut	G	REMOVE



SILLS AVE

9566

LHT 3

LOT 4

958

LUT 8

750

9568

EDT 5

9560

LDT 6

SUGGESTED PLANT LIST: REPLACEMENT TREES

Please use bottodin amen when ordering.

Current abortcultural best management practices and BCSLA/BCINA standards apply to; quality, root bell, health, form, handling, planting, givying/staking and establishment care.

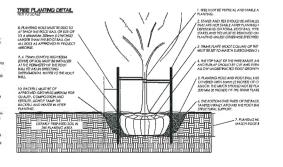
CODE	QTY Size	BOTANICAL NAME	COMMON NAME	_
BROADLE	F - SMALL TO MEDIUM :	CALE:	4	
ACA	6cm C	Acor campestre	Field maple	
AG	6cm C	Acer griseum	Paperbark maple	
ARB	6cm C	Acer rubrum 'Bowhall'	Bowhall maple	
ARRS	6cm C	Acer rubrum 'Red Sunset'	Red Sunset maple	
DI	6cm C	Davidia involucrata	Dove tree	
FSD	6cm C	Fagus sylvatica 'Dawyck'	Dawyck beech	
FSP	6cm C	Fagus sylvatica 'Pendula'	Weeping European beech	
DSM	3.5m H	Magnolia soulangeana	Saucer magnolia	
SP	6cm C	Stewartia pseudocamellia	Japanese stewartia	
AP	6cm C	Acer palmatum	Japanese maple	
AU	6cm C	Arbutus unedo	Strawberry tree	
CC	3,5m H	Cerds canadensis	Redbud	
MGR	6cm C	Magnolia grandifiora	Southern magnolia (evergreen)	
MST	6cm C	Magnolia stellata	Star magnolia	
PSAR	6cm C	Prunus sargentii 'Rancho'	Sament cherry	
py	6cm C	Prunus x vedoensis	Yoshino cherry	
SI	Sem C	Styrax japonicus	Japanese snowbell	
EVERGREE	N - SMALL SCALE:			
APC	3.5m H	Abies procera 'Glauca'	Noble fir	
00	2 F H	Diene emerge	Carbiananana	

TREE PLANTING GUIDELINES;

reagations in the coffer of species and the effigion meet non-constraint to the intermediate interface.

Assistance, new heat singuist to plantiful of least 20 in from any properly five and or least 30 in from a interface of the constraint of t

Administration as Asia the electricity and electricity and in the process of the Pe of the title in Novilla McAsia provises of the Pe of the title in Novilla McAsia provises of the Asia of the title in the profit of the Asia principal Cut should be made to provide and other analysis of the provided of the Section Commission and the Asia principal Cut should be made to provide an administration of the section of the Asia principal Cut should be made to provide an administration of the Section Commission and ASIA 7337 from Profit of the Asia Profit of the Asia



File No.: RZ 16-732490



Rezoning Considerations

Development Applications Department 6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 7151, 7171, 7191, 7211, 7231, & 7251 Bridge Street

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9796, the developer is required to complete the following:

1. 9.0 m wide road dedication along the entire rear property lines of 7151, 7171, 7191, 7211, 7231, and 7251 Bridge Street. The applicant is responsible for securing 50% of the required 9.0 m wide road dedication on the east property line of 7280 Ash Street.

2. Submission of a Landscape Security in the amount of \$15,000 (\$500/tree) to ensure that a total of 30 replacement trees are planted and maintained in the development. **NOTE: minimum replacement size to be as per Tree**

Protection Bylaw No. 8057 Schedule A – 3.0 Replacement Trees.

No. of Replacement Trees	Minimum Caliper of Deciduous Tree	Minimum Height of Coniferous Tree
2	11 cm	6 m
4	10 cm	5.5 m
8	8 cm	4 m
16	6 cm	3.5 m

- 3. City acceptance of the developer's offer to voluntarily contribute \$19,900 to the City's Tree Compensation Fund for the planting of replacement trees within the City.
- 4. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site 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.
- 5. Submission of a Tree Survival Security to the City in the amount of \$67,600 for the nine trees and two hedge rows to be retained, and the two City-owned trees to be relocated.
- 6. Registration of a flood indemnity covenant on Title.
- 7. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on each of the ten future lots on Armstrong Street, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.
- 8. The City's acceptance of the applicant's voluntary contribution of \$2.00 per buildable square foot of the single-family developments (i.e. \$50,733.51) to the City's Affordable Housing Reserve Fund for the six lots on Bridge Street.
- 9. Submission of functional road plans for the interim and ultimate conditions of Armstrong Street, to the satisfaction of the Director of Transportation.
- 10. Registration of a legal agreement on Title to ensure prior to final building inspection granting occupancy all required off-site works (from Sills Avenue to General Currie) are completed.
- 11. Enter into a Servicing Agreement* for the design and construction of the required site servicing and off-site improvements, to be combined with the requirements for RZ 16-738953. Works include, but may not be limited to, the following:

Water Works:

• Using the OCP Model, there is 150 L/s of water available at a 20 psi residual at the Bridge Street frontage, and 274 L/s of water available at a 20 psi residual at the Armstrong Street frontage. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.

- The Developer is required to:
 - Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow
 calculations to confirm the 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.
 - o Install 10 new water service connections, one for each new lot, complete with meter and meter box.
 - o Retain the existing water service connections along the Bridge Street frontage.
 - o Install approximately 200 m of new 200 mm water main in the extension of Armstrong Street from Sills Avenue to tie in to the existing water main fronting 7368 Armstrong Street, complete with fire hydrants to meet City spacing requirements.
- At Developer's cost, the City is to:
 - o Perform all tie-ins of the proposed works to existing City infrastructure.

Storm Sewer Works:

- The Developer is required to:
 - o Provide an erosion and sediment control plan for all on-site and off-site works, to be reviewed as part of the Servicing Agreement design.
 - O Upgrade the approximately 120 m of existing 375 mm storm sewer along the development's Bridge Street frontage to 600 mm, and reconnect all existing leads.
 - o Install approximately 200 m of new 600 mm storm sewer in the extension of Armstrong Street from the existing storm sewer in Sills Avenue to tie in to the existing storm sewer fronting 7368 Armstrong Street.
 - o Confirm all service connections currently in use by the lots along Bridge Street. The connections not in use shall be capped at the main and their inspection chambers removed.
 - o Provide, at no cost to the City, two 3.0 x 3.0 m statutory right-of-ways for the existing storm inspection chambers STIC53528 and STIC43442 on the Bridge Street frontage of 7211 Bridge Street.
 - Install 10 new storm service connections, one for each lot and complete with inspection chambers, off of the proposed storm main in the extension of Armstrong Street. Where possible, a single service connection and inspection chamber with dual service leads shall be installed at the adjoining property line of two lots.
- At Developer's cost, the City is to:
 - o Perform all tie-ins of the proposed works to existing City infrastructure.

Sanitary Sewer Works:

- The Developer is required to:
 - Install approximately 200 m of new 200 mm sanitary sewer in the extension of Armstrong Street from the
 existing sanitary sewer in Sills Avenue to tie in to the existing sanitary sewer fronting 7368
 Armstrong Street.
 - Install 10 new sanitary service connections, one for each lot and complete with inspection chambers, off of the proposed sanitary main in the extension of Armstrong Street. Where possible, a single service connection and inspection chamber with dual service leads shall be installed at the adjoining property line of two lots.
 - o Retain the existing sanitary service connections serving the properties on the Bridge Street frontage of the development site.
- At Developer's cost, the City is to:
 - o Perform all tie-ins of the proposed works to existing City infrastructure.

Frontage Improvements:

- The Developer is required to:
 - o Provide a 9.0m-wide road dedication along the entire west property line of the development site, and along the entire east property lines of 7280 Ash Street, and construct a functional road complete with asphalt pavement, sidewalk, boulevard, curb and gutter, lighting, and drainage, connecting Sills Avenue to the north to the developed portion of Armstrong Street to the south.
 - o Coordinate with BC Hydro, Telus and other private communication service providers:
 - When relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - To pre-duct for future hydro, telephone and cable utilities along all road frontages.
 - To underground private utility poles, overhead distribution lines, and overhead service lines and poles along the entire Bridge Street frontage, including the overhead service lines serving the single family lots with existing buildings to remain on Bridge Street. This will require underground conduits and aboveground structures to be placed in private property within the existing single family lots, and the clearance poles and overhead service lines removed.
 - To determine if above ground structures are required and coordinate their locations (e.g. Vista, PMT, LPT, Shaw cabinets, Telus Kiosks, etc.). These should be located onsite, as described below.
 - To 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 Servicing Agreement design approval:
 - BC Hydro PMT 4.0 x 5.0 m
 - BC Hydro LPT 3.5 x 3.5 m
 - Street light kiosk $-1.5 \times 1.5 \text{ m}$
 - Traffic signal kiosk 2.0 x 1.5 m
 - Traffic signal UPS 1.0 x 1.0 m
 - Shaw cable kiosk $-1.0 \times 1.0 \text{ m}$
 - Telus FDH cabinet 1.1 x 1.0 m
 - Assess the street lighting levels along all road frontages and upgrade to Richmond standards as required.
 - Construct an extension of Armstrong Street to access the new lots, which includes, but may not be limited to:
 - Submission of a functional road plan for the interim and ultimate conditions of Armstrong Street, to the satisfaction of the Director of Transportation. All interim works to be constructed, including interim concrete curbs, required to delineate a smooth road alignment and vehicular wheel path movement for northbound and southbound traffic around the undeveloped lots. This will also require interim frontage works and driveway locations. Through the ultimate design, the reconstruction and reinstatement of all final works will be required.
 - Ultimate condition to provide 11.2 m pavement width, minimum 0.15 m wide concrete curb and gutter, minimum 1.5 m wide landscaped/treed boulevard, and a minimum 1.5 m wide concrete sidewalk at the property line.
 - The ultimate curb alignment is to match that set by redevelopment south of General Currie Road.
 - Frontage works to extend from Sills Avenue to General Currie Road.
 - o Complete improvements on Bridge Street including, but not limited to:
 - Road widening, 0.15 m concrete curb and gutter, min. 1.5 m wide landscaped/treed boulevard behind curb and min. 1.5 m wide concrete sidewalk at the property line; to match improvements to the north at 7131 Bridge Street, and taper back to existing condition to the south.

CNCL - 489

- All utility pole or other infrastructure conflicts to be relocated at Developer's cost.
- o Locate driveways so as to conform to Residential Lot (Vehicular) Access Regulation Bylaw No. 7222. Interim and ultimate driveway designs may be required.
- O Provide a cash-in-lieu contribution to the City, for all of the ultimate condition off-site works to be deferred to accommodate functional two-way traffic in the interim condition, for the City to complete the construction of the ultimate condition when the adjacent lots develop. The cash-in-lieu contribution amount will be determined through the Servicing Agreement* design review process and will be based on the submission of a functional plan for the interim and ultimate conditions of Armstrong Street, to the satisfaction of the Director of Transportation.

General Items:

- The Developer is required to:
 - O 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.

Prior to Building Permit Issuance, the developer must complete the following requirements:

- 1. Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.
- 2. Prior to removal of any off-site trees, the applicant must obtain written permission from the adjacent property owner. If permission to remove the trees is not granted, the trees should be protected as per City of Richmond Tree Protection Information Bulletin TREE-03.
- 3. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
- 4. Obtain a Building Permit (BP) for any 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.

At Subdivision* stage, the developer must complete the following requirements:

1. Payment of property taxes up to the current year, Development Cost Charges (City and GVSS & DD), School Site Acquisition Charge, Address Assignment Fees, and any other costs or fees identified at the time of Subdivision application.

Note:

- * This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

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- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial Wildlife Act and Federal Migratory Birds Convention Act, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

Signed	Date

CITY OF RICHMOND APPROVED

by Director or Solicitor



Richmond Zoning Bylaw 8500 Amendment Bylaw 9796 (RZ 16-732490) 7151/7171/7191/7211/7231/7251 Bridge 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 (ZS14) - SOUTH MCLENNAN (CITY CENTRE)".

That area shown as "BLOCK A" cross-hatched on "Schedule A attached to and forming part of Bylaw No. 9796".

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 (RS2/C)".

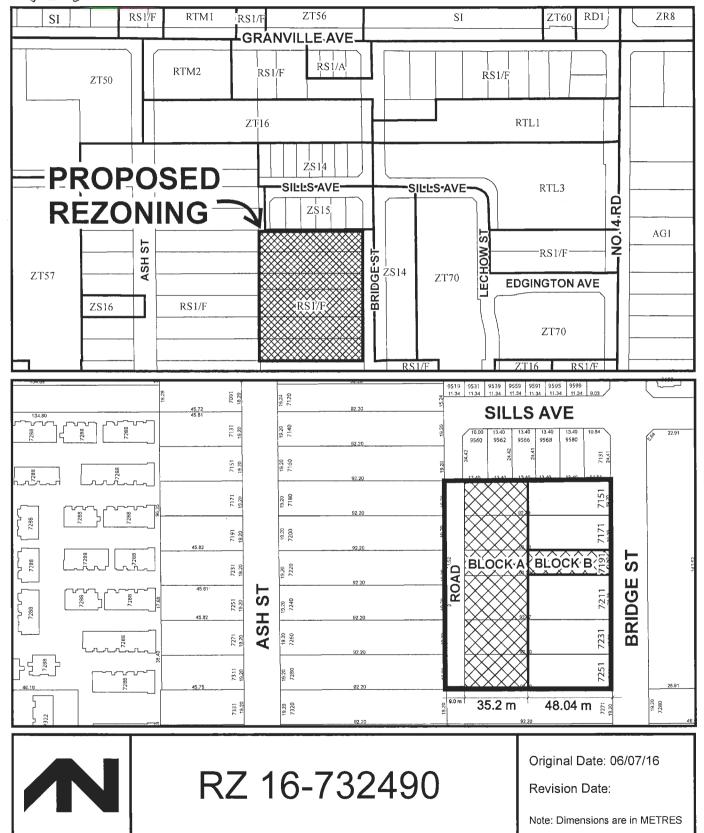
That area shown as "BLOCK B" cross-hatched on "Schedule A attached to and forming part of Bylaw No. 9796".

3. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9796".

FIRST READING	· · · · · · · · · · · · · · · · · · ·
A PUBLIC HEARING WAS HELD ON	
SECOND READING	
THIRD READING	
OTHER CONDITIONS SATISFIED	
ADOPTED	
MAYOR	CORPORATE OFFICER



City of Richmond





Report to Committee

Planning and Development Division

To:

Planning Committee

Date:

January 3, 2018

From:

Wayne Craig

File:

RZ 16-738953

Director, Development

Re:

Application by Pietro Nardone for Rezoning at 7320, 7340 and 7360 Ash Street

from "Single Detached (RS1/F)" Zone to "Single Detached (ZS14) - South

McLennan (City Centre)" Zone

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9784, for the rezoning of the east portions of 7320, 7340 and 7360 Ash Street from "Single Detached (RS1/F)" to "Single Detached (ZS14) – South McLennan (City Centre)", be introduced and given first reading.

Director, Development

(604-247-4625)

WC:sds Att. 9

REPORT CONCURRENCE		
ROUTED TO: Affordable Housing	Concurrence	CONCURRENCE OF GENERAL MANAGER
		/

Staff Report

Origin

Pietro Nardone has applied to the City of Richmond for permission to rezone the east portions of 7320, 7340 and 7360 Ash Street from the "Single Detached (RS1/F)" zone to the "Single Detached (ZS14) – South McLennan (City Centre)" zone, to permit the properties to be subdivided into three RS1/F lots fronting Ash Street and five ZS14 lots fronting a new extension of Armstrong Street (Attachment 1). The subject site is currently occupied by three single-family dwellings located on the west portions of the properties and fronting Ash Street, which are proposed to remain. The proposed subdivision plan is included in Attachment 2.

The subject rezoning application is being considered concurrently with a rezoning application at 7151, 7171, 7191, 7211, 7231 and 7251 Bridge Street (RZ 16-732490), located northeast of the subject properties. The required road works associated with both applications will facilitate the connection of Armstrong Street from Sills Avenue to General Currie Road, as shown in Attachment 3. The required road works will be secured through a single Servicing Agreement for both applications, which the applicant must enter into prior to final adoption of the rezoning bylaw.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 4).

Surrounding Development

Development immediately surrounding the subject site is as follows:

To the North

Single-family dwellings on lots zoned "Single Detached (RS1/F)" fronting

& South:

Ash Street.

To the East:

Single-family dwellings on lots zoned "Single Detached (RS1/F)" and "Single

Detached (ZS14) - South McLennan (City Centre)" fronting Bridge Street and

Armstrong Street.

To the West:

Across Ash Street, single-family dwellings on lots zoned "Single Detached

(RS1/F)".

Related Policies & Studies

Official Community Plan/City Centre Area – McLennan South Sub-Area Plan

The Official Community Plan (OCP) land use designation for the subject site is "Neighbourhood Residential (NRES)" (Attachment 5). The proposed rezoning and subdivision would comply with this designation.

The City Centre Area – McLennan South Sub-Area Plan land use designation for the subject site is "Residential, Historic Single-Family" (Attachment 6). The Area Plan identifies minimum lot sizes along Ash Street (minimum 18 m frontage and 550 m² area) and on Armstrong Street (minimum 11.3 m frontage and 320 m² area). The proposed rezoning and subdivision would comply with the minimum lot frontage and area requirements of the Area Plan and the requirements of the "Single Detached (ZS14) - South McLennan (City Centre)" zone.

The McLennan South Sub-Area Plan identifies the development of a "ring road", made up of Sills Avenue and Armstrong Street, connecting Sills Avenue to General Currie Road (Attachment 7). These new roads have been constructed incrementally through previous development applications, including portions of Sills Avenue to the north and Armstrong Street to the south. The proposed rezoning and subdivision is consistent with the identified road development, and will complete (along with RZ 16-732490) an interim north-south connecting Armstrong Street.

Floodplain Management Implementation Strategy

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204. Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

Public Consultation

A rezoning sign has been installed on the subject property. Staff have not received any comments from the public about the rezoning application in response to the placement of the rezoning sign on the property.

Should the Planning Committee endorse this application and Council grant first reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing; where any area resident or interested party will have an opportunity to comment.

Public notification for the Public Hearing will be provided as per the Local Government Act.

Analysis

Proposed Rezoning and Subdivision

The applicant is proposing to rezone the east portions of the subject properties to the "Single Detached (ZS14) - South McLennan (City Centre)" zone, in order to subdivide into three RS1/F lots fronting Ash Street and five ZS14 lots fronting a new extension of Armstrong Street. The proposal includes retaining the three existing single-family dwellings located on the west portion of the subject properties fronting Ash Street, and constructing a new single-family dwelling on each of the five new lots fronting Armstrong Street.

Based on the proposed subdivision, the applicant has provided a signed and sealed plan from a registered BC Land Surveyor, confirming the existing buildings and structures meet the setback, lot coverage and density requirements of the "Single Detached (RS1/F)" zone.

Transportation and Site Access

Vehicle access to the proposed five ZS14 lots, located on the east portion of the subject site, will be by new driveways from the new extension of Armstrong Street. Vehicle access to the three RS1/F lots, located on the west portion of the subject site, is to be maintained from Ash Street using existing driveways.

The connection of Armstrong Street from Sills Avenue to General Currie Road is necessary to achieve functional vehicle circulation for two-way traffic and emergency access and egress. This connection will be facilitated through the subject rezoning application and a rezoning application northeast of the subject properties at 7151, 7171, 7191, 7211, 7231 and 7251 Bridge Street (RZ 16-732490).

In order to secure the road connection between the two development sites, a 9.0 m wide road dedication is required along the rear property lines of the subject properties and the submission of a functional road plan demonstrating the interim and ultimate conditions of Armstrong Street, to the satisfaction of the Director of Transportation. Additionally, a 9.0 m road dedication along the entire east property line of 7280 Ash Street (not included in either rezoning application) will be required prior to final adoption of the rezoning bylaw. The applicant has provided written confirmation that the property owner of 7280 Ash Street has agreed to this condition. The required road and servicing works will be secured through a single Servicing Agreement with RZ 16-732490, which is required prior to final adoption of the rezoning bylaw.

The applicant is also required, prior to final adoption of the rezoning bylaw, to register a legal agreement on Title of the proposed lots to ensure that prior to final building inspection granting occupancy, all required off-site works (from Sills Avenue to General Currie Road) are completed.

At the Servicing Agreement stage, the applicant will be required to provide a 4.0 m by 6.0 m statutory right-of-way on the southernmost lot (proposed Lot 5) centered on the proposed driveway location for this lot for the purposes of vehicle turnaround.

Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report for the eastern portion of the subject site (portion of the site being rezoned and developed), which identifies tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses 15 bylaw-sized trees on-site and two trees located on neighbouring properties.

The Arborist's recommendations include removing 12 trees located on-site in poor condition (tag# 700 & COT) and two neighbouring trees (tag# A & B). Prior to removal of the neighbouring trees, the applicant must obtain written permission from the adjacent property owner with whom the trees are shared and obtain a valid Tree Removal Permit. If permission to remove the trees is not granted, the trees should be protected as per City of Richmond Tree Protection Information Bulletin TREE-03.

Three trees (tag# BIR) are located in the new road right-of-way and are suffering from Bronze Birch Borer infestation. Compensation for trees within the road dedication area is not being sought as Armstrong Street is identified in the Area Plan.

Tree Preservation staff have reviewed the Arborist's Report, conducted an on-site visual tree assessment, and concur with the Arborist's recommendations.

Tree Replacement

For the removal of the 12 trees on the eastern portion of the subject site, the OCP tree replacement ratio goal of 2:1 requires 24 replacement trees to be planted and maintained on-site. The applicant has proposed to plant and maintain three replacement trees on each lot (Attachment 8), for a total of 15 replacement trees. Tree protection and replacement requirements for the western portion of the subject site were addressed through the Building Permits for the existing dwellings.

As per Tree Protection Bylaw No. 8057, based on the sizes of the on-site trees being removed (24-80 cm dbh), replacement trees shall be the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	Minimum Height of Coniferous Replacement Tree
6	9 cm	5 m
3	10 cm	5.5 m
6	11 cm	6 m

To ensure that the 15 replacement trees are planted and maintained on-site, the applicant is required to submit a Landscaping Security in the amount of \$7,500 (\$500/tree) prior to final adoption of the rezoning bylaw. Securities will not be released until a landscaping inspection has been passed by City staff after construction and landscaping has been completed. The City may retain a portion of the security for a one-year maintenance period from the date of the landscape inspection.

The applicant is also required to submit a cash-in-lieu contribution in the amount of \$4,500 (\$500/tree) to the City's Tree Compensation Fund for the balance of required replacement trees not planted on the proposed lots (9 trees).

Affordable Housing Strategy

The City's Affordable Housing Strategy for single-family rezoning applications received prior to July 24, 2017, requires a secondary suite on 100% of new lots, or a secondary suite on 50% of new lots, plus a cash-in-lieu contribution of \$2.00/ft² of total buildable area towards the City's Affordable Housing Reserve Fund for the remaining 50% of new lots, or a 100% cash-in-lieu contribution if secondary suites cannot be accommodated.

On the proposed five new lots along Armstrong Street, the applicant proposes to provide a legal secondary suite on each lot, for a total of five secondary suites. The three existing lots along Ash Street each contain a secondary suite, which were approved prior, through the associated Building Permits, consistent with the Affordable Housing Strategy.

To ensure the secondary suites are built on the five new lots to the satisfaction of the City in accordance with the City's Affordable Housing Strategy and the secondary suites in the three existing lots remain, the applicant is required to enter into a legal agreement registered on Title, stating that no final Building Permit inspection will be granted until the secondary suites are constructed to the satisfaction of the City in accordance with the BC Building Code and Richmond Zoning Bylaw 8500. Registration of this legal agreement is required prior to final adoption of the rezoning bylaw.

Site Servicing and Frontage Improvements

Prior to final adoption of the rezoning bylaw, the developer is required to enter into a Servicing Agreement for the design and construction of road works, engineering infrastructure and frontage improvements, as described in Attachment 9.

The developer for the subject application is responsible for the required road works, engineering infrastructure and frontage improvements along Ash Street, the portion of Armstrong Street along the subject site's frontage, and 50% of the portion of Armstrong Street within the road dedication at 7280 Ash Street. The remaining requirements to complete the connection of Armstrong Street from Sills Avenue to General Currie Road will be the responsibility of the developer for RZ 16-732490. Required works include, but are not limited to, the following:

- Ash Street: Road widening, concrete curb and gutter, landscaped/treed boulevard with street lights and new concrete sidewalk at the property line.
- Armstrong Street: Road widening to accommodate two-way traffic, concrete curb and gutter, landscaped/treed boulevard with street lights and new concrete sidewalk at the property line.

Due to the road width of Armstrong Street in the interim condition, the ultimate frontage works may be deferred until the neighbouring lots develop and additional road width is acquired. At Servicing Agreement stage, the applicant is required to provide a cash-in-lieu contribution for the construction of the ultimate condition to be completed when the adjacent lots develop. The cash-in-lieu contribution will be determined through the Servicing Agreement design review process.

At Subdivision stage, the applicant is required to pay Property Taxes, Development Cost Charges, School Site Acquisition Charge and Address Assignment Fees.

Financial Impact or Economic Impact

As a result of the proposed development, the City will take ownership of developer contributed assets such as road works, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals. The anticipated Operating Budget Impact (OBI) for the ongoing maintenance of these assets is \$6,000.00. This will be considered as part of the 2019 Operating Budget.

Conclusion

The purpose of this rezoning application is to rezone the properties at 7320, 7340 and 7360 Ash Street from the "Single Detached (RS1/F)" zone to the "Single Detached (ZS14) - South McLennan (City Centre)" zone, to permit the properties to be subdivided into three lots fronting Ash Street and five lots fronting a new extension of Armstrong Street.

This rezoning application complies with the land use designations and applicable policies contained within the OCP and Area Plan for the subject site.

The list of rezoning considerations is included in Attachment 9, which has been agreed to by the applicant (signed concurrence on file).

On this basis, it is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9784 be introduced and given first reading.

Steven De Sousa

Planning Technician – Design (604-204-8529)

SDS:blg

Attachment 1: Location Map/Aerial Photo Attachment 2: Proposed Subdivision Plan

Attachment 2: Proposed Subdivision Figure Attachment 3: Armstrong Street Development Proposal

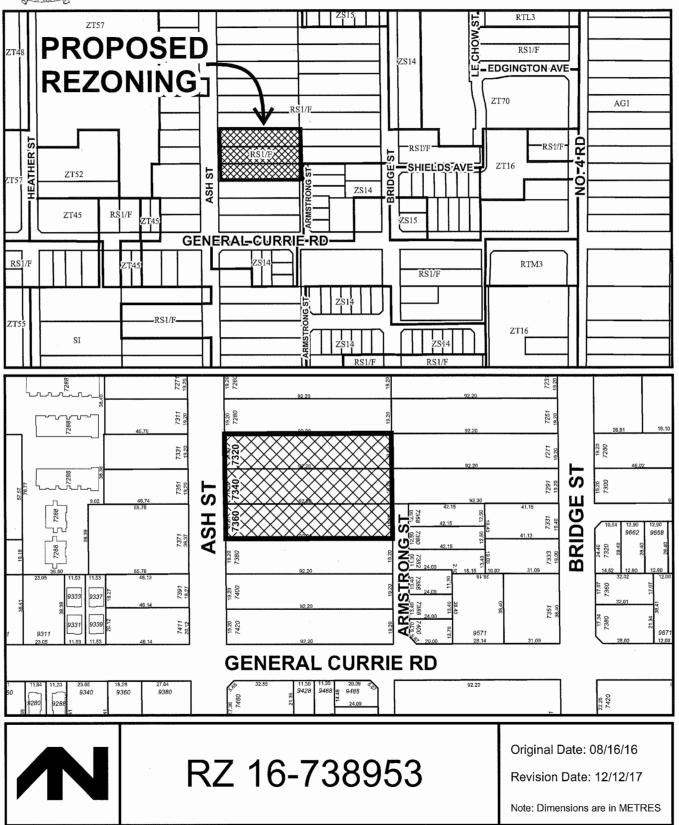
Attachment 4: Development Application Data Sheet

Attachment 5: Official Community Plan Land Use Designation

Attachment 6: City Centre Area – McLennan South Sub-Area Plan Land Use Map Attachment 7: City Centre Area – McLennan South Sub-Area Plan Circulation Map

Attachment 8: Tree Management Plan Attachment 9: Rezoning Considerations









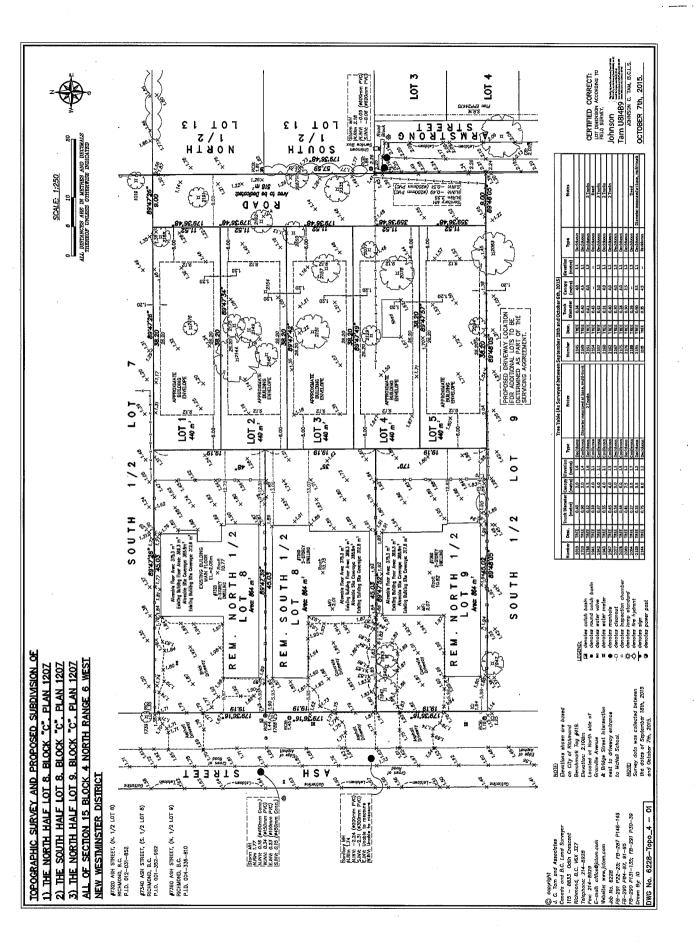


RZ 16-738953

Original Date: 08/16/16

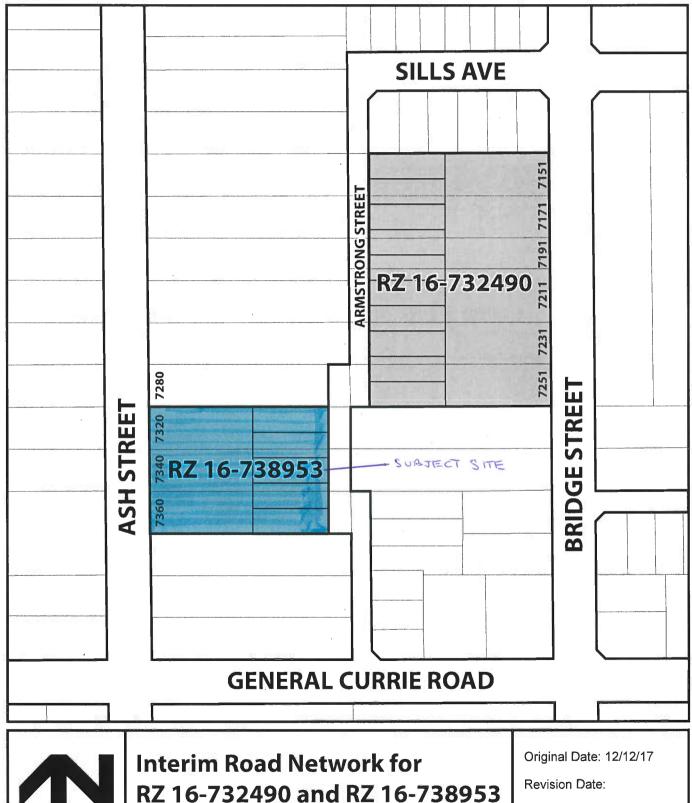
Revision Date: 12/12/17

Note: Dimensions are in METRES



Note: Dimensions are in METRES







Development Application Data Sheet

Development Applications Department

RZ 16-738953 **Attachment 4**

Address:

7320, 7340 & 7360 Ash Street

Applicant: Pietro Nardone

Planning Area(s): City Centre – McLennan South

	Existing	Proposed
Owner:	7320 Ash St: R. Tang 7340 Ash St: Y. Huang 7360 Ash St: Y. Zhang	To be determined
Site Size:	7320 Ash St: 1,770 m² (19,052 ft²) 7340 Ash St: 1,770 m² (19,052 ft²) 7360 Ash St: 1,770 m² (19,052 ft²)	7320 Ash St: 864 m² (9,300 ft²) 7340 Ash St: 864 m² (9,300 ft²) 7360 Ash St: 864 m² (9,300 ft²) Lot 1: 440 m² (4,736 ft²) Lot 2: 440 m² (4,736 ft²) Lot 3: 440 m² (4,736 ft²) Lot 4: 440 m² (4,736 ft²) Lot 5: 440 m² (4,736 ft²) Road dedication: 518 m² (5,576 ft²)
Land Uses:	Single-family residential	No change
OCP Designation:	Neighbourhood Residential	Complies
Area Plan Designation:	Residential, Historic Single-Family	Complies
Zoning:	Single Detached (RS1F)	Single Detached (ZS14) - South McLennan (City Centre) (east portion)
Number of Units:	3	8

Proposed ZS14 Lots	Bylaw Requirement	Proposed	Variance	
Floor Area Ratio:	Max. 0.55 for 464.5 m ² of lot	Max. 0.55 for 464.5 m ² of lot	None	
Tiodi Area Adile.	area + 0.3 for remainder	area + 0.3 for remainder	permitted	
Buildable Floor Area:*	Max. 242 m² (2,604 ft²)	Max. 242 m² (2,604 ft²)	None	
Buildable Floor Area.	Max. 242 III (2,004 It)	Max. 242 111 (2,004 It)	permitted	
	Building: Max. 45%	Building: Max. 45%		
Lot Coverage:	Non-porous: Max. 70%	Non-porous: Max. 70%	None	
_	Landscaping: Min. 25%	Landscaping: Min. 25%		
Lot Size: Min. 320 m²		440 m²	None	
Lat Dimensions:	Width: Min. 11.3 m	Width: 11.5 m	None	
Lot Dimensions:	Depth: Min. 24.0 m	Depth: 38.2 m	None	
	Front: Min. 6.0 m	Front: Min. 6.0 m		
Setbacks:	Rear: Min. 6.0 m	Rear: Min. 6.0 m	None	
	Side: Min. 1.2 m	Side: Min. 1.2 m		
Height:	Max. 2 ½ storeys	Max. 2 ½ storeys	None	

Other: Tree replacement compensation required for loss of significant trees.

^{*} Preliminary estimate; not inclusive of garage; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.

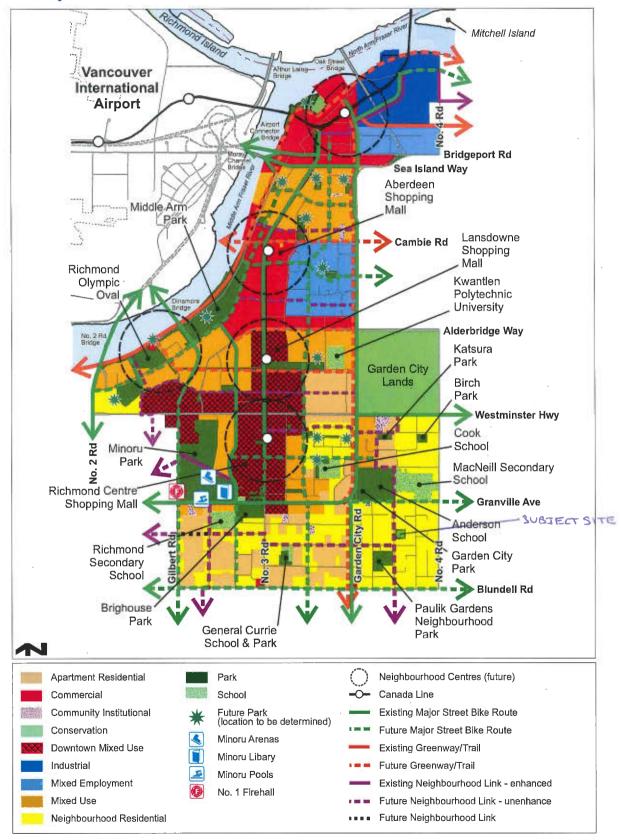
Proposed RS1/F Lots	Bylaw Requirement	Existing	Variance
Floor Area Ratio:	Max. 0.55 for 464.5 m ² of lot area + 0.3 for remainder	0.43	None permitted
Buildable Floor Area:*	Max. 375.3 m ²	369.3 m ²	None permitted
Lot Coverage:	Building: Max. 45% Non-porous: Max. 70% Landscaping: Min. 30%	Building: 37% Non-porous: Max. 70% Landscaping: Min. 30%	None
Lot Size:	Min. 828.0 m ²	864 m ²	None
Lot Dimensions:	Width: Min. 18.0 m Depth: Min. 45.0 m	Width: 19.1 m Depth: 45.0 m	None
Setbacks:	Front: Min. 6.0 m Rear (60%): Min. 9.0 m Rear (40%): Min. 11.2 m Side: Min. 1.8	Front: 6.0 m Rear: 12.7 m Side: 1.8 m	None
Height:	Max. 2 ½ storeys	2 ½ storeys	None

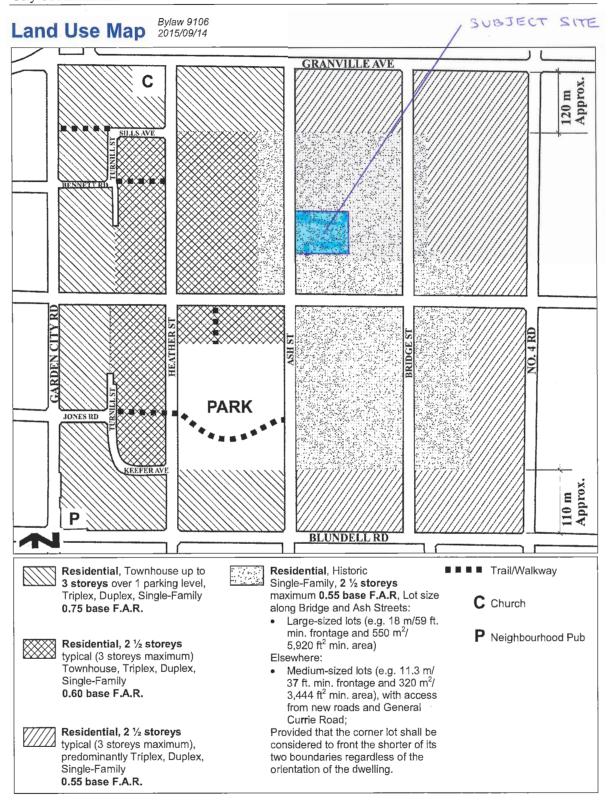
Other: Tree replacement compensation required for loss of significant trees.

^{*} Preliminary estimate; not inclusive of garage; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.



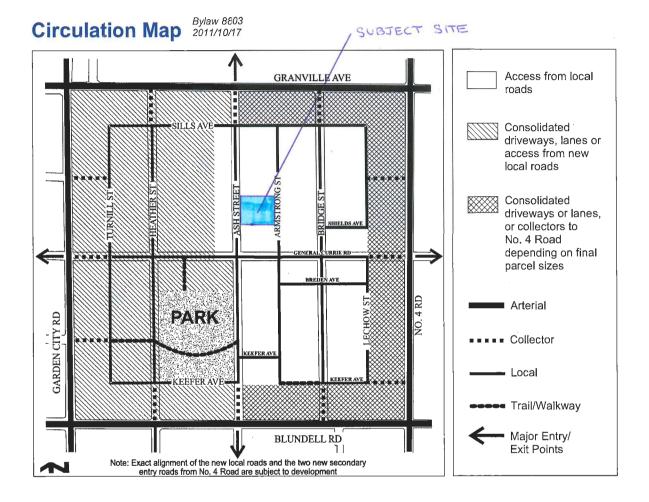
10. City Centre



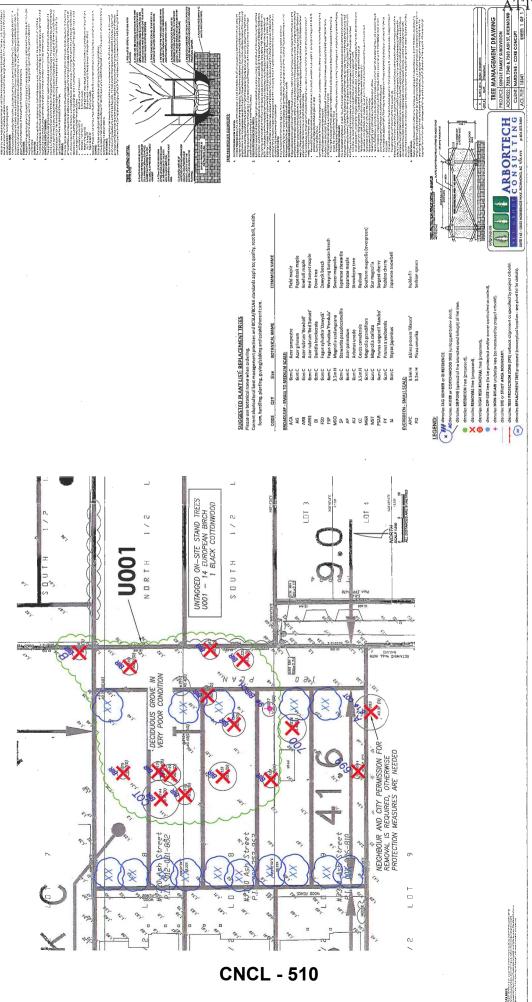


Note: Sills Avenue, Le Chow Street, Keefer Avenue, and Turnill Street are commonly referred to as the "ring road".

1) Encourage cycling as a means of travel by calming automobile traffic within McLennan South and supporting the City Centre policies and programs for bicycles.



TACHMENT 8





Rezoning Considerations

Development Applications Department 6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 7320, 7340 & 7360 Ash Street

File No.: RZ 16-738953

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9784, the developer is required to complete the following:

1. Road dedication measuring 9.0 m wide along the entire east property lines of 7320, 7340, 7360 Ash Street. The applicant is responsible for securing 50% of the required 9.0 m wide road dedication on the east property line of 7280 Ash Street.

2. Submission of a Landscape Security in the amount of \$7,500 (\$500/tree) to ensure that a total of three replacement trees (one located within 6.0 m of the front lot line) are planted and maintained on proposed lot 1-5 (for a total of 15

trees); with the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	
6	9 cm	
3	10 cm	
6	11 cm	

Minimum Height of Coniferous Replacement Tree		
5 m		
5.5 m		
6 m		

- 3. City acceptance of the developer's offer to voluntarily contribute \$4,500 to the City's Tree Compensation Fund for the planting of replacement trees within the City.
- 4. Registration of a flood indemnity covenant on Title.
- 5. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on all lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.
- 6. Registration of a legal agreement on Title to ensure prior to final building inspection granting occupancy all required off-site works (from Sills Avenue to General Currie) are completed.
- 7. Submission of a functional road plan for the interim and ultimate conditions of Armstrong Street, to the satisfaction of the Director of Transportation.
- 8. Enter into a Servicing Agreement* for the design and construction of road, engineering infrastructure and frontage improvements, including (but may not be limited to) the requirements for RZ 16-732490 and the following:

 Water Works:
 - Using the OCP Model, there is 352 L/s of water available at a 20 psi residual at the Ash Street frontage, and 274 L/s of water available at a 20 psi residual at the Armstrong Street frontage. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.
 - The Developer is required to:
 - Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the 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.
 - Retain the existing 25 mm water service connections along the Ash Street frontage.
 - Install approximately 200 m of new 200 mm water main in the extension of Armstrong Street from Sills Avenue to tie in to the existing water main fronting 7368 Armstrong Street, complete with fire hydrants to meet City spacing requirements.
 - Install 5 new water service connections, complete with meters and meter boxes, off of the proposed water main in the extension of Armstrong Street.
 - At Developer's cost, the City is to:
 - Perform all tie-ins of the proposed works to existing City infrastructure.

n	itia	1:		

Storm Sewer Works:

- The Developer is required to:
 - Cut, cap, and remove:
 - The two northernmost service connections and inspection chambers along the frontage of 7340 Ash Street.
 - The southernmost service connection and inspection chamber along the frontage of 7320 Ash Street.
 - Check the existing storm service connection at the adjoining property lines of 7360 and 7340 Ash Street and
 confirm the material, capacity, and condition of the inspection chamber and pipes via video inspection. If
 deemed acceptable by the City, the existing service connections may be retained. In the case that the service
 connections are not in a condition to be re-used, the Developer shall cut, cap, and remove, at main, the
 existing service connection and inspection chamber, and install a new service connection, complete with
 inspection chamber and dual service leads.
 - Check the existing storm service connections at the adjoining property lines of 7320 and 7280 Ash Street and confirm the material, capacity, and condition of the inspection chambers and pipes via video inspection. If deemed acceptable by the City, the existing inspection chamber shall be relocated into the Ash Street right-of-way and the service leads reconnected. In the case that the service connections are not in a condition to be re-used, the developer shall cut, cap, and remove the existing storm service connection and inspection chamber, and then install a new service connection, complete with inspection chamber and a new service lead to 7320 Ash Street, and then reconnect the existing service lead to 7280 Ash Street to the newly installed inspection chamber.
 - Cut and cap the existing storm service lead, at inspection chamber, on the south west corner of 7360 Ash Street.
 - Install approximately 200 m of new 600 mm storm sewer in the extension of Armstrong Street from the existing storm sewer in Sills Avenue to tie in to the existing storm sewer fronting 7368 Armstrong Street.
 - Install 5 new storm service connections, complete with inspection chambers, off of the proposed storm main in the extension of Armstrong Street. Where possible, a single service connection and inspection chamber with dual service leads may be installed at the adjoining property line of two lots.
 - Provide an erosion and sediment control plan for all on-site and off-site works, to be reviewed as part of the servicing agreement design.
- At Developer's cost, the City is to:
 - Perform all tie-ins of the proposed works to existing City infrastructure.

Sanitary Sewer Works:

- The Developer is required to:
 - Retain the existing sanitary service connection serving 7340 Ash Street.
 - Cut, cap, and remove, at junction of the two existing service leads, the existing service connections and inspection chambers serving 7320 and 7360 Ash Street. The existing service connections and inspection chambers serving 7280 and 7380 Ash Street are to remain.
 - Install two new service connections, complete with inspection chambers, to serve 7360 and 7320 Ash Street.
 - Install approximately 200 m of new 200 mm sanitary sewer in the extension of Armstrong Street from the existing sanitary sewer in Sills Avenue to tie in to the existing sanitary sewer fronting 7368 Armstrong Street.
 - Install 5 new sanitary service connections, complete with inspection chambers, off of the proposed sanitary main along the extension of Armstrong Street frontage. Where possible, a single service connection and inspection chamber with dual service leads may be installed at the adjoining property line of two lots.
- At Developer's cost, the City is to:
 - Perform all tie-ins of the proposed works to existing City infrastructure.

Frontage Improvements:

- The Developer is required to:
 - Provide a 9.0m-wide road dedication along the entire east property line of the development site, along the entire east property line of 7280 Ash Street, and along the entire west property lines of 7251, 7231, 7211, 7191, 7171, and 7151 Bridge Street, and construct a functional road complete with asphalt pavement, sidewalk, boulevard, curb and gutter, lighting, and drainage, connecting Sills Avenue to the north to the developed portion of Armstrong Street to the south 512

- Coordinate with BC Hydro, Telus, and other private communication service providers for undergrounding of overhead service lines along the Ash Street frontage.
- Coordinate with BC Hydro, Telus and other private communication service providers
 - When relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - To pre-duct for future hydro, telephone and cable utilities along all road frontages.
 - To determine if above ground structures are required and coordinate their locations (e.g. Vista, PMT, LPT, Shaw cabinets, Telus Kiosks, etc.). These should be located onsite, as described below.
 - To 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 (SA) drawings, and registered prior to SA design approval:
 - BC Hydro PMT − 4.0 x 5.0 m
 - BC Hydro LPT $-3.5 \times 3.5 \text{ m}$
 - Street light kiosk 1.5 x 1.5 m
 - Traffic signal kiosk 2.0 x 1.5 m
 - Traffic signal UPS $-1.0 \times 1.0 \text{ m}$
 - Shaw cable $kiosk 1.0 \times 1.0 \text{ m}$
 - Telus FDH cabinet 1.1 x 1.0 m
- Complete other frontage improvements as per Transportation's requirements, which include (but may not be limited to) the following:
 - Armstrong Street:
 - Minimum 9.0 m wide road dedication along the entire rear property lines for the extension of Armstrong Street.
 - Granting of an approximately 4.0 m by 6.0 m statutory right-of-way on the southernmost lot for the purposes of vehicle turnaround.
 - Submission of a functional road plan for the interim and ultimate conditions of Armstrong Street, to
 the satisfaction of the Director of Transportation. All interim works to be constructed, including
 interim concrete curbs, required to delineate a smooth road alignment and vehicular wheel path
 movement for northbound and southbound traffic around the undeveloped lots. This will also require
 interim frontage works and driveway locations. Through the ultimate design, the reconstruction and
 reinstatement of all final works will be required.
 - Ultimate condition to provide 11.2 m pavement width, minimum 0.15 m wide concrete curb and gutter, minimum 1.5 m wide landscaped/treed boulevard, and a minimum 1.5 m wide concrete sidewalk at the property line.
 - The ultimate curb alignment is to match that set by redevelopment south of General Currie Road.
 - Frontage works to extend from Sills Avenue to General Currie Road.
 - Ash Street:
 - Road widening, minimum 0.15 m wide concrete curb and gutter, minimum 1.5 m wide landscaped/treed boulevard behind the curb with "Zed" street lights, and a minimum 1.75 m wide concrete sidewalk at the property line; to taper back to existing condition to the north and south of the subject site.
 - Refer to curb alignment works constructed by SA 06-332928 and SA 08-444861 in order to set alignment of Ash Street transition.
 - All utility pole or other infrastructure conflicts to be relocated at Developer's cost.
 - Driveway design and locations to conform to Residential Lot (Vehicular) Access Regulation Bylaw No. 7222. Interim and ultimate driveway (Chical may 5) agequired.

- Prior to Building Permit issuance, submission of a Construction Parking and Traffic Management Plan to the Transportation Department.
- Provide a cash-in-lieu contribution to the City, for all of the ultimate condition off-site works to be
 deferred to accommodate functional two-way traffic in the interim condition, for the City to complete the
 construction of the ultimate condition when the adjacent lots develop. The cash-in-lieu contribution
 amount will be determined through the Servicing Agreement* design review process and will be based on
 the submission of a functional plan for the interim and ultimate conditions of Armstrong Street, to the
 satisfaction of the Director of Transportation.

General Items:

- a. The Developer is required to:
 - 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.

Prior to a Demolition Permit* Issuance, the developer is required to:

1. Prior to removal of the neighbouring trees, the applicant must obtain written permission from the adjacent property owner with whom the trees are shared and obtain a valid tree removal permit. If permission to remove the trees is not granted, the trees should be protected as per City of Richmond Tree Protection Information Bulletin TREE-03.

Prior to Subdivision* Approval, the developer is required to complete the following:

1. Payment of the current year's property taxes, Development Cost Charges, School Site Acquisition Charge, Address Assignment Fees, and the costs associated with the completion of the design and construction of engineering infrastructure and frontage improvements.

Prior to Building Permit* Issuance, the developer must complete the following requirements:

- Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management
 Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and
 proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of
 Transportation) and MMCD Traffic Regulation Section 01570.
- 3. Obtain a Building Permit (BP) for any 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.

Note:

- * This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.
 - All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.
 - The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.
- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-California, development Permit(s), and/or Building Permit(s) and/or Building Permit(s) and Permit(s)

Initial:	

ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

• Applicants for all City Permits are required to comply at all times with the conditions of the Provincial Wildlife Act and Federal Migratory Birds Convention Act, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

[Signed copy of file]		
Signed	Date	



Richmond Zoning Bylaw 8500 Amendment Bylaw 9784 (RZ 16-738953) 7320, 7340 & 7360 Ash Street

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

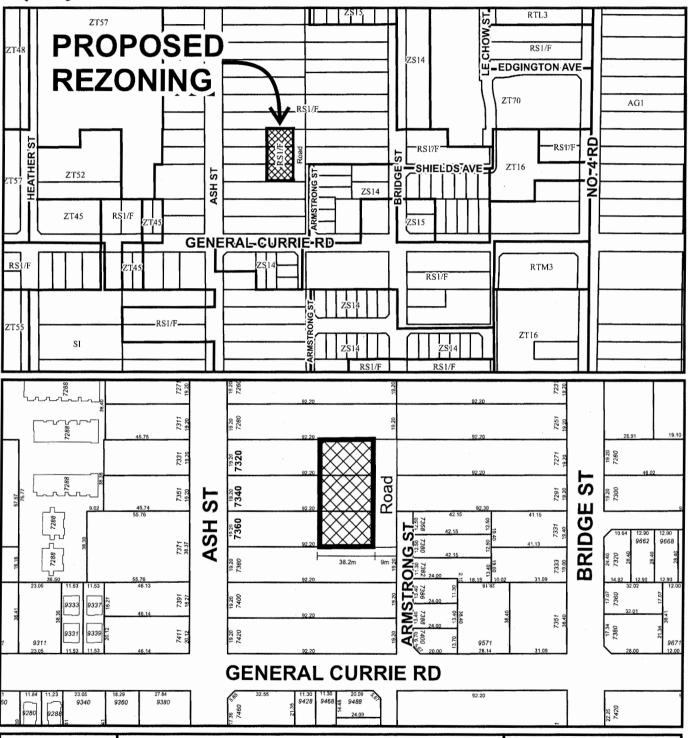
1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it "SINGLE DETACHED (ZS14) – SOUTH MCLENNAN (CITY CENTRE)".

That area shown cross-hatched on "Schedule A attached to and forming part of Bylaw No. 9784".

2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9784".

FIRST READING	
A PUBLIC HEARING WAS HELD ON	AP
SECOND READING	AP by
THIRD READING	or ?
OTHER CONDITIONS SATISFIED	
ADOPTED	
MAYOR	CORPORATE OFFICER







Schedule A attached to and forming part of Bylaw No. 9784

Original Date: 08/16/16

Revision Date: 12/12/17

Note: Dimensions are in METRES



Report to Committee

Planning and Development Division

To:

Planning Committee

Date:

January 2, 2018

From:

Re:

Wayne Craig

File:

RZ 15-704980

Director, Development

Application by 0951705 BC Ltd. for Rezoning at 8871, 8891, 8911, 8931, 8951,

8971 and 8960 Douglas Street from the "Light Industrial (IL)" Zone and "Auto-Oriented Commercial (CA)" Zone to a New "Commercial (ZC45) – Bridgeport

Village" Zone

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9815 to create the "Commercial (ZC45) – Bridgeport Village" zone, and to rezone 8871, 8891, 8911, 8931, 8951, 8971 and 8960 Douglas Street from the "Light Industrial (IL)" zone and the "Auto-Oriented Commercial (CA)" zone to the new "Commercial (ZC45) – Bridgeport Village" zone, be introduced and given first reading.

Wayne Craig

Director, Development

WC:sb Att. 5

REPORT CONCURRENCE		
ROUTED TO:	Concurrence	CONCURRENCE OF GENERAL MANAGER
Real Estate Services Engineering Transportation	N N N N N N N N N N N N N N N N N N N	De Eneg

Staff Report

Origin

0951705 BC Ltd. has applied to the City of Richmond for permission to rezone 8871, 8891, 8911, 8931, 8951, 8971 and 8960 Douglas Street from the "Light Industrial (IL)" zone and the "Auto-Oriented Commercial (CA)" zone to a new site-specific zone; "Commercial (ZC45) – Bridgeport Village" (Attachment 1), in order to permit a medium density hotel and commercial development on a property in the City Centre's Bridgeport Village. Key components of the proposal (Attachment 2) include:

- A non-contiguous development site with portions of the overall site facing each other on the north and south sides of Douglas Street.
- A six-storey hotel building on the north side of Douglas Street and a single-storey commercial building on the south side of Douglas Street.
- A total floor area of approximately 5,417 m² (58,308 ft²) comprised of approximately:
 - 5,256 m² (56,575 ft²) of hotel space on the north side of Douglas Street, including 97 hotel rooms in upper floors and meeting room and breakfast room hotel services on the ground floor.
 - o 161 m² (1,733 ft²) of commercial space on the south side of Douglas Street.
- LEED Silver equivalent building design and hotel building designed and constructed to connect to a future district energy utility (DEU) system.

This application includes the proposed sale and acquisition of portions of the City's Douglas Road allowance adjacent to the subject site's proposed northern lot and southern lot to be consolidated with the subject site. Additional information on the land acquisition is contained in the Financial Impact section of this report.

The developer is required to enter into a Servicing Agreement for the design and construction of engineering and transportation infrastructure and frontage improvement works.

Findings of Fact

A Development Application Data Sheet (Attachment 3) providing details about the development proposal is attached.

Surrounding Development

The subject site is located in Bridgeport Village (Attachment 4) along Douglas Street, between Sexsmith Road and Smith Street, and is comprised of six lots on the north side of Douglas Street and a single lot on the south side of Douglas Street.

The north portion of the site is currently vacant. The south portion of the site is occupied by an older existing non-conforming single-storey house.

Surrounding development includes:

To the North: Across the rear lane, existing two-storey light industrial buildings and a vacant

lot on properties also zoned "Light Industrial (IL)".

To the South: Across the rear lane, an existing two-storey commercial building on a property

also zoned "Auto-Oriented Commercial (CA)".

To the East: Across the side lanes, older existing non-conforming houses and a vacant lot on

properties also zoned "Light Industrial (IL)" on the north side of Douglas Street and also zoned "Auto-Oriented Commercial (CA)" on the south side of Douglas

Street.

To the West: On the north side of Douglas Street, an existing two-storey commercial building

and older existing non-conforming houses on four adjacent lots under single ownership and under review for redevelopment on properties also zoned "Light Industrial (IL)". On the south side of Douglas Street, an existing two-storey commercial building, and further west, a vacant lot, older existing non-

conforming two-storey house and a paved surface parking lot on properties also

zoned "Auto-Oriented Commercial (CA)".

Related Policies & Studies

Official Community Plan/City Centre Area Plan

The Official Community Plan (OCP) designates the site as "Commercial". The proposed rezoning is consistent with this designation.

The City Centre Area Plan (CCAP) Bridgeport Village Specific Land Use Map designates the site as "Urban Centre T5 (25m)" (Attachment 4) and allows for a maximum average net development site density of 2.0 FAR. The proposed rezoning is consistent with this designation. As the subject site is non-contiguous and the density is spread across both portions of the site, registration of a covenant on Title is required prior to rezoning adoption, ensuring a single site with no subdivision (including no subdivision by way of strata-plan or air space parcels).

The proposed rezoning is subject to a community planning implementation contribution for future community planning. In accordance with the CCAP Implementation Strategy, a contribution will be secured before rezoning adoption (\$14,582.95 calculated using the proposed floor area [58,331.8 ft² x \$0.25/ft²]).

OCP Aircraft Noise Sensitive Development Management Policy

The proposed redevelopment must address the OCP Aircraft Noise Sensitive Development Management Policy. The proposed development is located in Area 1A on the OCP Aircraft Noise Sensitive Development Map. The proposed rezoning is consistent with this Policy. Registration of an aircraft noise covenant on Title is required prior to rezoning adoption.

New aircraft noise sensitive land uses, including residential land uses, are prohibited in Area 1A. The proposed hotel and commercial building are both commercial land uses, which are permitted. The required single site no subdivision covenant described above for the non-contiguous subject site will ensure that all hotel rooms will remain under single ownership and will not be subdivided (including subdivision by way of strata-plan or air space parcels). To ensure commercial use of all hotel rooms, registration of a legal agreement on Title is required prior to rezoning adoption, ensuring that there are no cooking facilities in the individual hotel rooms. The hotel design includes a shared dining facility, which is permitted.

CCAP Noise and Interface Management Policies

The proposed development must address additional OCP noise and interface management policies, specifically ambient noise and commercial noise and other potential impacts of developing within the City Centre.

The commercial development site is within 30 m of existing non-conforming residential use. Registration of a noise covenant on Title is required before final adoption of the rezoning bylaw, to ensure any noise emanating from the commercial uses and mechanical equipment does not exceed noise levels allowed in the City's Noise Bylaw.

The development site is surrounded by properties with the same development potential as the subject site. Registration of a legal agreement on Title is required before final adoption of the rezoning bylaw, stipulating that the commercial development is subject to potential impacts due to other development that may be approved within the City Centre including without limitation, loss of views in any direction, increased shading, increased overlook and reduced privacy, increased ambient noise and increased levels of night-time ambient light, and requiring that the owner provide written notification of this through the disclosure statement to all initial purchasers, and erect signage in the initial sales centre advising purchasers of the potential for these impacts.

Floodplain Management Implementation Strategy

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204 for Area "A". Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

District Energy Utility Policy and Bylaws

The proposed hotel development on the northern lot portion of the subject site will be designed to utilize energy from a District Energy Utility (DEU) when a neighbourhood DEU is implemented. Connection to the future DEU system will be secured with a legal agreement registered on Title prior to final adoption of the rezoning bylaw. The smaller proposed commercial development on the southern lot portion of the subject site will not be required to connect to the future DEU.

Richmond Public Art Policy

The proposed development is subject to the Richmond Public Art Policy. As the project is of a modest size and there are limited opportunities for locating Public Art on the site, the applicant is proposing to provide a voluntary contribution to the Public Art Reserve for City-wide projects on City lands. The contribution will be secured before rezoning adoption, based on the current contribution rate (\$25,665.98 calculated using the proposed floor area [58,331.8 ft² x \$0.44 /ft²]).

Public Consultation

A rezoning sign has been installed on the subject property. Staff have not received any comments from the public about the rezoning application in response to the placement of the rezoning sign on the property.

Should the Planning Committee endorse this application and Council grant 1st reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment.

Public notification for the Public Hearing will be provided as per the *Local Government Act*.

Analysis

Staff have reviewed the proposed rezoning and find it is generally consistent with City objectives including, public and private infrastructure, land use, density, height, siting conditions, and community amenities.

Proposed Zoning Bylaw Amendment

The proposed hotel and commercial uses are permitted by the CCAP. The proposed rezoning is consistent with the Bridgeport Village Specific Land Use Map, Urban Centre T5 (25 m) transect. A new site-specific zone is proposed for the development, the "Commercial (ZC45) – Bridgeport Village" zone. The proposed zone is tailored for the combined overall development site, containing non-contiguous portions of the site on the north and south sides of Douglas Street. The proposed zone includes provisions regulating the permitted commercial and office land uses, minimum floor area ratio (FAR) density for the southern portion of subject site, maximum 2.0 floor area ratio (FAR) density for the overall subject site, maximum 25 m building height, minimum net development site size for the overall subject site, siting parameters and parking. Rezoning considerations are provided (Attachment 5).

Site Servicing and Frontage Improvements

City Utilities: The developer is required to enter into a Servicing Agreement for the design and construction of a variety of water, storm water drainage and sanitary sewer frontage works, including:

- Storm sewer upgrade on Douglas Road across frontage and extending to Sexsmith Road.
- Various frontage upgrades including fire hydrant relocation, street lighting, lane drainage and ditch infill to provide for pedestrian improvements and nworks transitioning to the west of the subject site on both north and south sides of Douglas Street.

A more detailed description of infrastructure improvements is included in the Rezoning Considerations (Attachment 5).

Private Utilities: Undergrounding of private utility lines and location of private utility equipment on-site are required.

Transportation and Site Access

<u>Transportation Network</u>: The CCAP encourages completion and enhancement of the City street network. The following frontage improvements are required (Attachment 5):

- Douglas Road: Across the site frontages, the Douglas Road total Right-of-Way will be narrowed from existing 26 m width to the standard 20 m CCAP minor street width. The road will be enhanced to better accommodate vehicular traffic and on-street parking and the developer will provide new grass boulevards with street trees and sidewalks.
- Rear and Side Lanes: Road dedication and corner truncations are required be provided as part of the rezoning to widen the rear and side lanes to an interim 7.5 m CCAP width. Lanes will be upgraded with sidewalks adjacent to the site frontages, street lighting upgraded paving and drainage.

The proposal to narrow the Douglas Road roadway to the standard 20 m CCAP minor street width between Sexsmith Road and Smith Street through development applications has been reviewed and is supported by Transportation, Engineering, Parks, Real Estate Services and Development Applications staff. A more detailed description of the required road closure, purchase and consolidation associated with the subject development site is included in the Rezoning Considerations (Attachment 5).

Road dedication, road enhancement and all other works will be the sole responsibility of the developer and are not eligible for DCC credits.

Site Access On-site: Vehicular access will be provided to the hotel building on the north side of Douglas Street via a one-way entry driveway connecting to the north-south lane, and a second one-way exit driveway connecting to the east-west lane. Vehicular access will be provided to the commercial building on the south side of Douglas Street via a single driveway connecting to the north-south lane. Proposed truck access and loading is consistent with the provisions of the Richmond Zoning Bylaw. On-site design will be the subject of further review during the Development Permit review process.

Vehicle Parking On-site: Transportation Department staff support the parking proposal.

The proposed parking rate is consistent with the parking provisions of the Richmond Zoning Bylaw (City Centre Zone 1).

In accordance with the Zoning Bylaw 8500, the parking proposal includes a 10 percent reduction based on the provision of the following Transportation Demand Management (TDM) measure as a requirement of rezoning:

• Design and construction via Servicing Agreement of interim 1.5 m wide asphalt walkway along the north side of Douglas Street from the west property line of the subject site connecting to existing sidewalk to the west (i.e., across the frontages of 8811, 8831 and 8851 Douglas Street), or should that work be secured through adjacent development, then construction of an interim 1.5 m wide asphalt walkway along the south side of Douglas Street from the west property line of the subject site connecting to existing sidewalk to the west (i.e., across the frontages of 8820, 8860, 8880, 8900, 8920 and 8940 Douglas Street).

The proposal includes a total of 45 on-site parking spaces, with 38 parking spaces located behind the hotel building on the north side of Douglas Street and 7 parking spaces located behind the commercial building on the south side of Douglas Street.

<u>Truck Loading On-site</u>: One medium size loading space will be provided for the proposed hotel development, which is consistent with the loading provisions of the Richmond Zoning Bylaw.

<u>Bicycle Parking On-site</u>: The proposed bicycle parking rates are consistent with the parking provisions of the Richmond Zoning Bylaw. The detailed design of secure class 1 storage and short-term class 2 bicycle racks will be the subject of further review during the Development Permit review process.

The proposal includes a total of 16 class 1 secure storage spaces and 19 class 2 rack spaces, with 15 class 1 and 15 class 2 spaces located at the hotel building on the north side of Douglas Street and 1 class 1 and 4 class 2 spaces located at the commercial building on the south side of Douglas Street.

Built Form and Architectural Character

The CCAP includes a variety of policies intended to shape development to be liveable, functional and complementary to the surrounding public and private realm. Those policies most applicable to the development concept at the rezoning stage are reviewed below.

Massing Strategy: The massing of the proposed development is generally consistent with the urban design objectives of the CCAP mid-rise commercial reserve Sub-Area A.3 and is arranged to address the site's configuration, specific constraints (non-contiguous larger and smaller portions of the site), urban design opportunities (lane edge location) and combination of uses (hotel and commercial). There is one full height main hotel building with a single-storey height podium on the north side of Douglas Street and one single-storey commercial building on the non-contiguous portion of the site on the south side of Douglas Street.

Adjacencies: The relationship of the proposed development to adjacent public and private properties is assessed with the intent that negative impacts are reduced and positive ones enhanced. Both the northern and southern portions of the site are surrounded on three sides by Douglas Street, east-west rear lane and north-south side lane, which mitigates potential impacts on both the surrounding public realm and surrounding private development. The north portion of the site also abuts an adjacent site, which is one of four adjacent properties under single ownership that are currently under review for redevelopment potential (RZ 16-740020). The southern portion of the site also abuts an adjacent potential site of five adjacent properties and the applicant has provided conceptual drawings demonstrating the potential for future redevelopment of the five properties together. Further to the west are existing parking lots for the two nearby hotels fronting Bridgeport Road and Sexsmith Road.

<u>Living Landscape</u>: The CCAP looks to development to support ecological function in City Centre through the creation of an interconnected landscape system. Further review of the landscape design will occur through the Development Permit and Servicing Agreement processes and is anticipated to contribute to the ecological network, including:

• Provision of street trees on the Douglas Street frontage.

• Provision of landscaped roof area.

<u>Greening of the Built Environment</u>: The proposed development will be designed to achieve a sustainability level equivalent to the Canada Green Building Council LEED Silver certification.

<u>Development Permit</u>: Through the Development Permit Application process, the form and character of the proposed development will be assessed against the expectations of the Development Permit Guidelines, City bylaws and policies. The detailed building and landscape design will be the subject of further review during the Development Permit review process, including the following features.

- Form and Character: The design will be further detailed to provide massing, height and façade expression, and active street frontages.
- Parking and Loading: The design and draft functional plan, including truck manoeuvring, will be further detailed.
- Waste Management: The waste management plan, including storage and collection of garbage, recycling and organic waste will be further detailed.
- Rooftop Equipment: Rooftop mechanical equipment and building mounted telecom equipment can be unsightly when viewed from the ground and from surrounding buildings. To prevent diminishment of both the architectural character and the skyline, a more detailed design strategy, a detailed design strategy for rooftop equipment/enclosures is required.
- Crime Prevention through Environmental Design (CPTED): The City has adopted
 policies intended to minimize opportunities for crime and promote a sense of security. A
 CPTED checklist and plans demonstrating natural access, natural surveillance, defensible
 space and maintenance measures will be reviewed.
- Accessibility: The proposed development will be required to provide good site and building accessibility. Design implementation will be reviewed.
- Sustainability: Integration of sustainability features into the site, building, and landscape design will be reviewed within the Development Permit process.

Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report; which identifies on-site tree species, assesses tree structure and condition, and provides tree removal recommendations relative to the proposed development. The Report assesses one bylaw-sized tree on the subject site, specifically a multi-stemmed Cherry tree (0.6 m DBH) located on 8960 Douglas Street. There are no trees on neighbouring properties and no street trees on City property adjacent to the subject site's proposed northern lot or southern lot.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report and supports the Arborist's findings as the tree is in fair condition but will be in conflict with the proposed development. This tree is required to be removed and replaced. Tree replacement will be addressed as part of the required Development Permit.

Financial Impact or Economic Impact

To facilitate the narrowing of Douglas Street and the subject rezoning application proposal, the applicant proposes to acquire portions of the Douglas Street road allowance for inclusion in the applicant's development site frontages on the north side of Douglas Street and the south side of Douglas Street. The total approximate area of City lands proposed to be included in the development site is 229.7 m² (2,472.5 ft²). As identified in the attached rezoning considerations (Attachment 5), the applicant is required to enter into a purchase and sales agreement with the City for the purchase of the lands, which is to be based on the business terms approved by Council. The primary business terms of the purchase and sales agreement, and road closure bylaw with respect to the portions of Douglas Road allowance, will be brought forward to Council in a separate report from the Senior Manager, Real Estate Services.

Conclusion

The application by 0951705 BC Ltd. to rezone the properties at 8871, 8891, 8911, 8931, 8951, 8971 and 8960 Douglas Street in order to develop a medium-density development with a hotel building and a commercial building is consistent with City objectives as set out in the OCP, CCAP and other City policies, strategies and bylaws. The proposed commercial uses will activate the Douglas Street frontages and will support future development in Bridgeport Village. The built form of the hotel will provide a strong identity for the location, the built form of the commercial building will provide a transition to future development to the west, and public realm enhancements will improve the pedestrian experience for this emerging pedestrianoriented retail precinct. Engineering and transportation improvements, along with voluntary contributions for Public Art and community planning, will help to address a variety of community development needs.

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9815 be introduced and given first reading.

Sara Badyal Planner 2

Sava Budyal.

SB:rg

Attachment 1: Rezoning Location Map and Aerial Photograph

Attachment 2: Rezoning Conceptual Development Plans

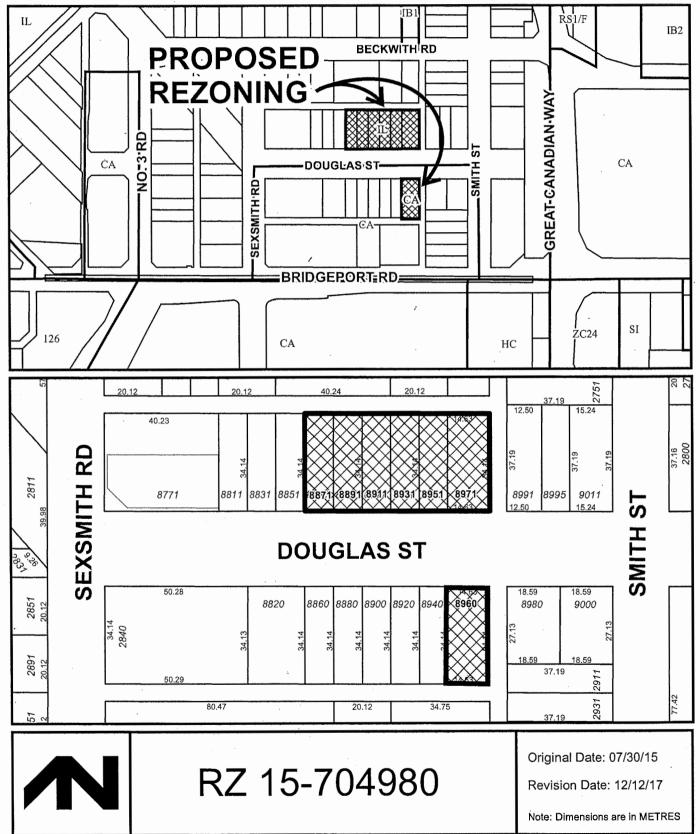
Attachment 3: Development Application Data

Attachment 4: City Centre Bridgeport Village Specific Land Use Map

Attachment 5: Rezoning Considerations (with Draft Functional Plan)



City of Richmond









RZ 15-704980

Original Date: 07/30/15

Revision Date: 12/12/17

Note: Dimensions are in METRES



SEPTEMBER 18, 2017

REZONING RESUBMISSION

A-3.09 R A-3.10 R A-4.06 N A-4.05 S A-5.03 S A-5.04 A

ATTACHMENT 2 - 2 - WORLAW INSTITUTORS ST. 1 - A SEA OFFICE WORLAW INSTITUTORS ST. 1 - A SEA OFFICE WORLAW INSTITUTORS ST. 1 - A SEA OFFICE WORLAW INSTITUTORS ST. 1 - A SEA OFFI COVERAW INSTITUTORS ST. 1 - A SEA OFFI COVERA A 8871 + 8960 DOUGLAS STREET

31 LLS.
3.1 LLS.
3.1

8871, 8891, 8911, 8931, 8951, 8971 Douglas Street, Richmond BC & 8980 Douglas Street, Richmond BC 10 - CITY CENTRE [ZDNE 1] URBAN CENTRE TS COMMERCIAL IL& CA

> ZONING - PROPOSED AREA PLAN OCP DESIGNATION OCP LAND USE

ZONING - EXISTING PROJECT DATA SITE ADDRESS

Hyatt Place - Richmond BC

8960 DOUGLAS 1 storeys 27'-2" 5,837 sf 542 m2 4,970 sf 462 m2 LOT COVERAGE -22.54m 2,408 m2 2,250 m2 2,950 m2 2,712 m2 8871 DOUGLAS (HYATT) 6 storeys 25,920 sf 24,221 sf 31,757 sf 29,191 sf SITE AREA MINUS LANE DEGICATIONS GROSS SITE AREA COMBINED NET DEVELOPMENT SITE AREA

HEIGHT PROPOSED

SITE AREA

8.2m

45%

8871 DOUGLAS STREET

LEVEL	LOUNGE/ MEETING RMS FOR EXCLUSIVE USE OF HOTEL	HOTEL	EXCLUSIONS .	FAR AREA FAR AREA	FAR AREA		SUITEMIX	f	TOTAL GUEST ROOMS [#]
	GFA [SF]	GFA [SF]	[SF]	[SF]	[m2]	00	KING	% a TUBS	
[1]	3,635	3,787	999	7,422	069	100			
7		11,323	1,016	10,307	958	6	6	22.2%	18
2		11,491	362	11,129	1,034	11	12	18.2%	23
7		11,491	362	11,129	1,034	11	12	18.2%	23
.5		11,491	362	11,129	1,034	11	12	18.2%	23
97		6,003	549	5,454	202	5	2	20.0%	10
TOTAL	3678	55 58A	3317	54 570	5 254	27	20	-	44

LEVEL	GLA [SF]	EXCLUSIONS [SF]	FAR AREA	FAR ARE
CRU 1	1,732	57	1,675	161
TOTAL	1,732	57	1,675	191

COMBINED DEVELOPMENT PROPOSAL

TOTAL FAR AREA

a III REQUIRED PROVIDED 37.00 38.00 37.10 [38.00] (1/2 UNITS] * 0.85 PARKING CALCULATION FORMULA HOTEL (7.7.1) (1/2 UNITS)* 8871 DOUGLAS STREET (ZONE 1) W/ 15% REDUCTION (7.9.5.1) TOTAL PARKING 10% REDUCTION (TDM)

REQUIRED PROVIDED LOADING CALCULATION
LARGE SIZE: 1861M2 OR MORE
MEDIUM SIZE: 501M2 TO 1860M2 DISABILITY SPACES

STANDARD SPACES

SMALL SPACES

LOADING CALCULATION NOT APPLICABLE (7.13.6.2)

BICYCLE PARKING CALCULATIONS
8871 DOUGLAS STREET
USE CLASS FOI

REQUIRED 14.19 AREA *0.27/100m2 AREA *0.27/100m2 CLASS 2 CLASS 1 HOTEL

PROVIDED 15.00

ACCESSIBLE SUITE CALCULATION 1 EVERY 40 ROOMS (BCBC 3.8.2.31)

10

2.4

1. Numbers in brackets have been rounded up as per City of Richmond Zoning & Development Bylaw Part 7

Refer to TDM Study for rationale behind reduced loading space provision.

FORMULA REQUIRED PROVIDED 58,245 sf 5411 m2 7.00 6.03 2.00 8960 DOUGLAS STREET (ZONE 1)
PARKING CALCULATION
RETALL (7.9.4.1) 8871 Douglas + 8960 Couglas) FAR ALLOWED (OCP)

COMBINED DEVELOPMENT PROPOSAL

8971 DOUGLAS 8960 DOUGLAS TOTAL % OF TOTAL 53.3% 7.00 5.43 [6.00]

10% REDUCTION (TDM)

TOTAL PARKING

STANDARD SPACES SMALL SPACES DISABILITY SPACES

COMBINED DEVELOPMENT PROPOSAL

DOUGLAS 8960 DOUGLAS

0.43

CLASS 1 AREA *0.27/100m2

RETAIL

USE CLASS FORMULA

AREA *0.4/100m2

CLASS 2

8871 DOUGLAS ST + 8960 DOUGLAS ST RICHMOND BC

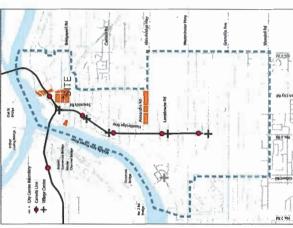
HYATT PLACE - HOTEL DEVELOPMENT STATISTICS & SITE CONTEXT

8871 DOUGLAS ST + 8960 DOUGLAS ST RICHMOND BC

HYATT PLACE - HOTEL, DEVELOPMENT STATISTICS & SITE CONTEXT

CITY CENTRE AREA PLAN CONTEXT SUB AREA A.3

SITE CONTEXT AERIAL VIEW





SITE CONTEXT PHOTOGRAPHS











DESIGN RATIONALE

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als lies withis Eddeport Village - Urban Chaire TS and DP and-area at at the Richment Dip Chaire Jave Pins (ECAP). This sold-area is indeeded for matient develop-for commental purpose, indeed general and end and a statement, offer, election and related ones. In addition, the area situation in Distinguish as indeed to be supported related for the latest endersolational.

in the state of the south New Bank above element has degraved frost retired in specified and to be consistent of the south New Bank above the state of the second and the s

8960 DOUGLAS PROPOSED FORM

8871 DOUGLAS ST + 8960 DOUGLAS ST RICHMOND BC

HYATT PLACE - HOTEL DEVELOPMENT

DESIGN RATIONALE & LEED



NA CESTIONS OF CONTRACT MANAGEMENT WITH BODS 21 15 NOT CONTRACT MANAGEMENT MA

8871 DOUGLAS STREET PROPOSED FORM







PROPOSED DOUGLAS ST. STREETSCAPE

HYATT PLACE - HOTEL DEVELOPMENT

SHADOW STUDY

8871 DOUGLAS ST + 8960 DOUGLAS ST RICHMOND BC

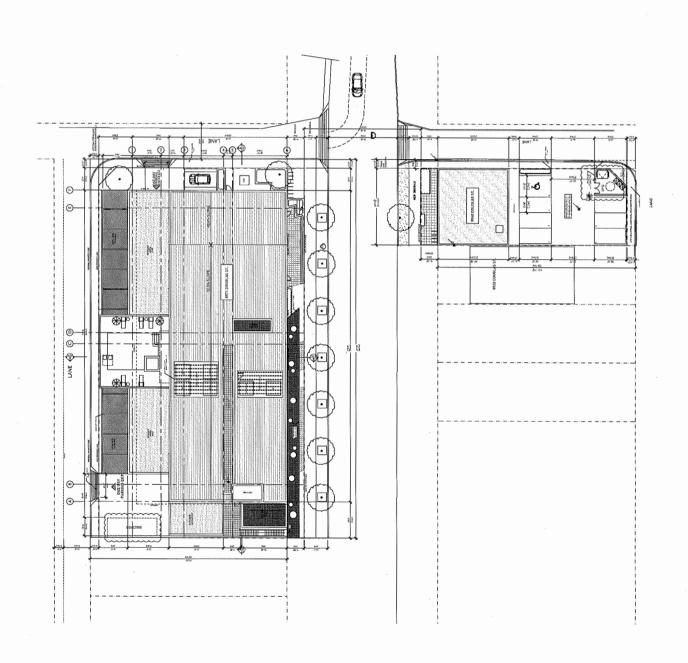


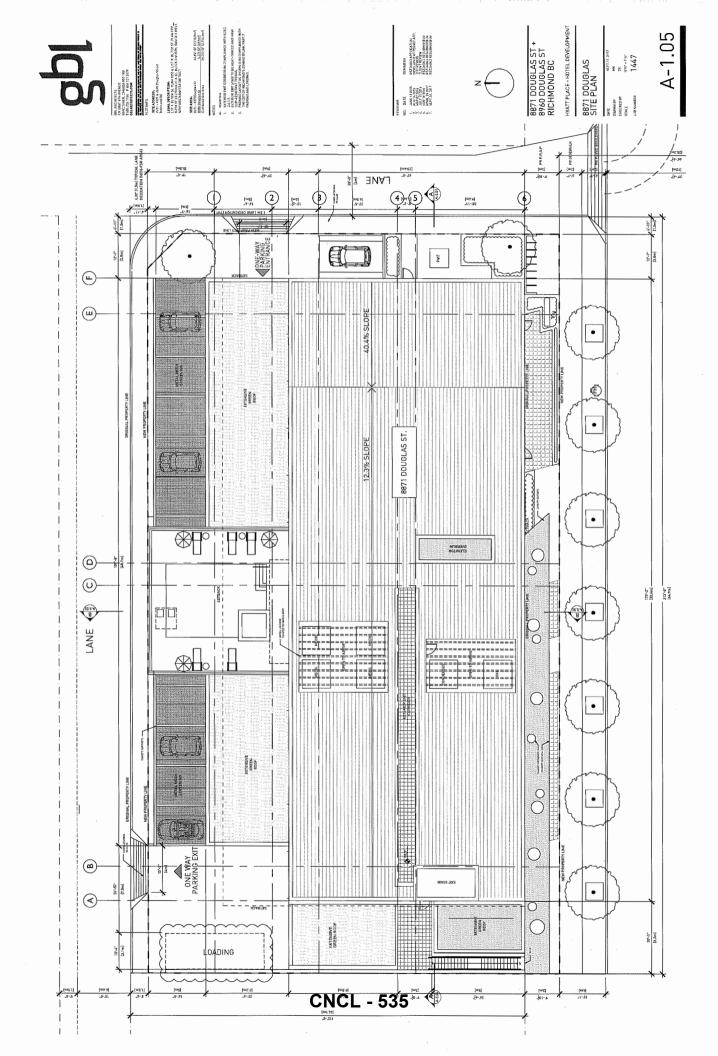


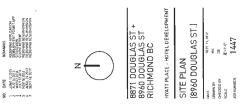


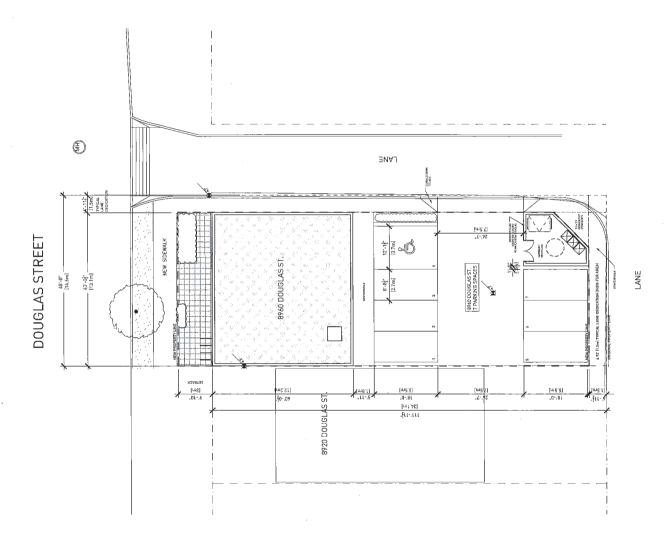




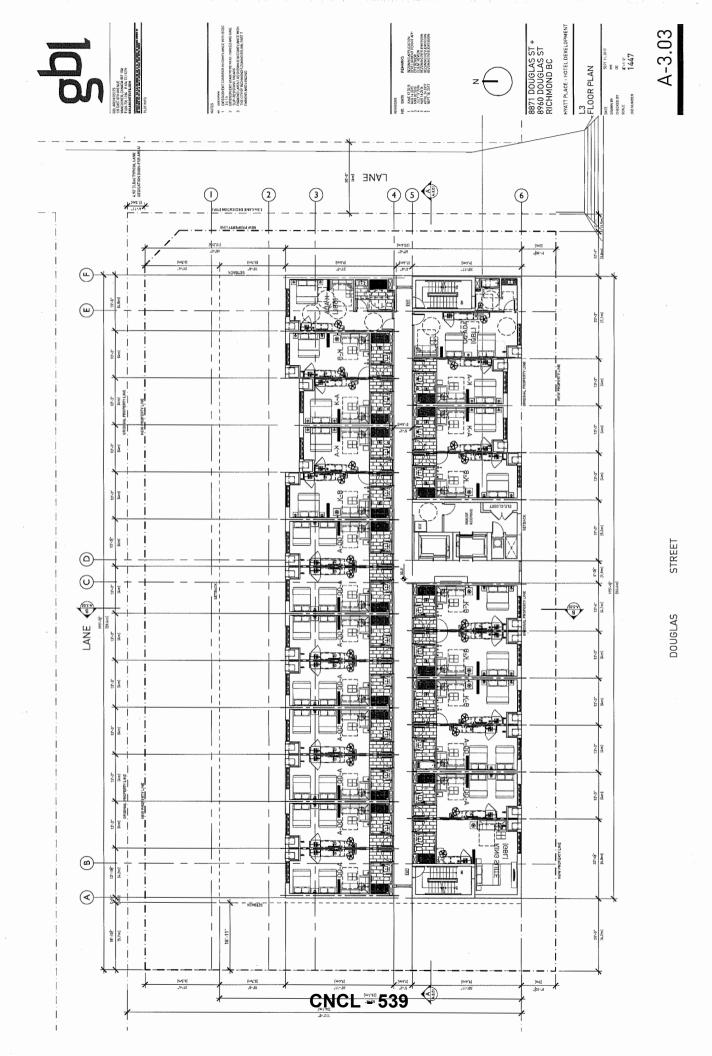


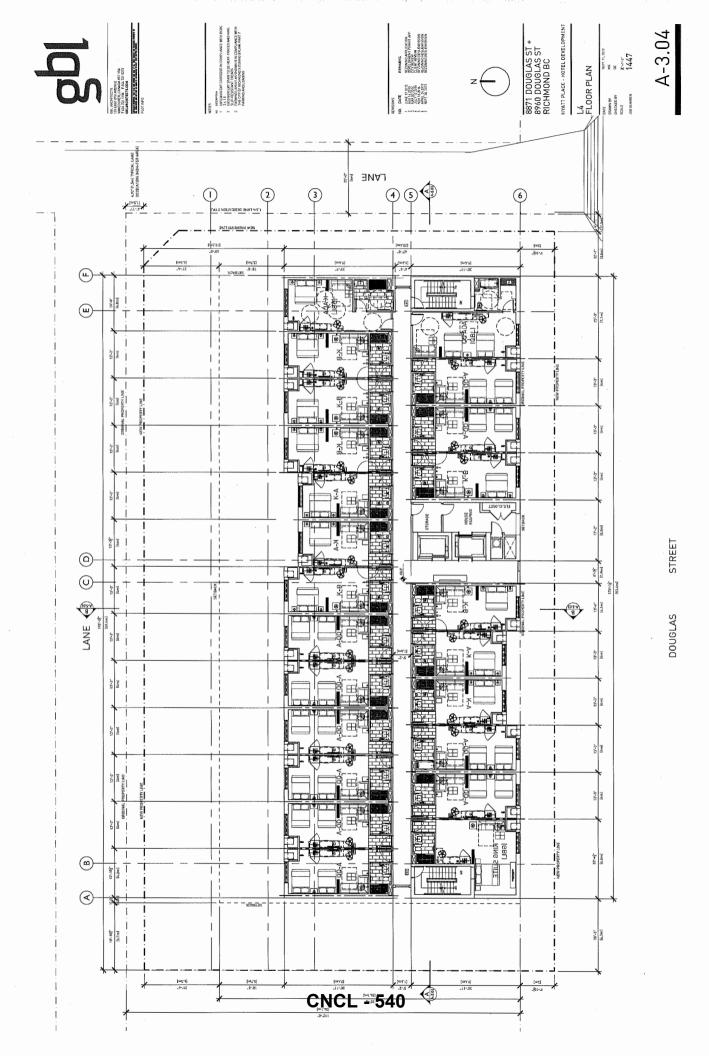


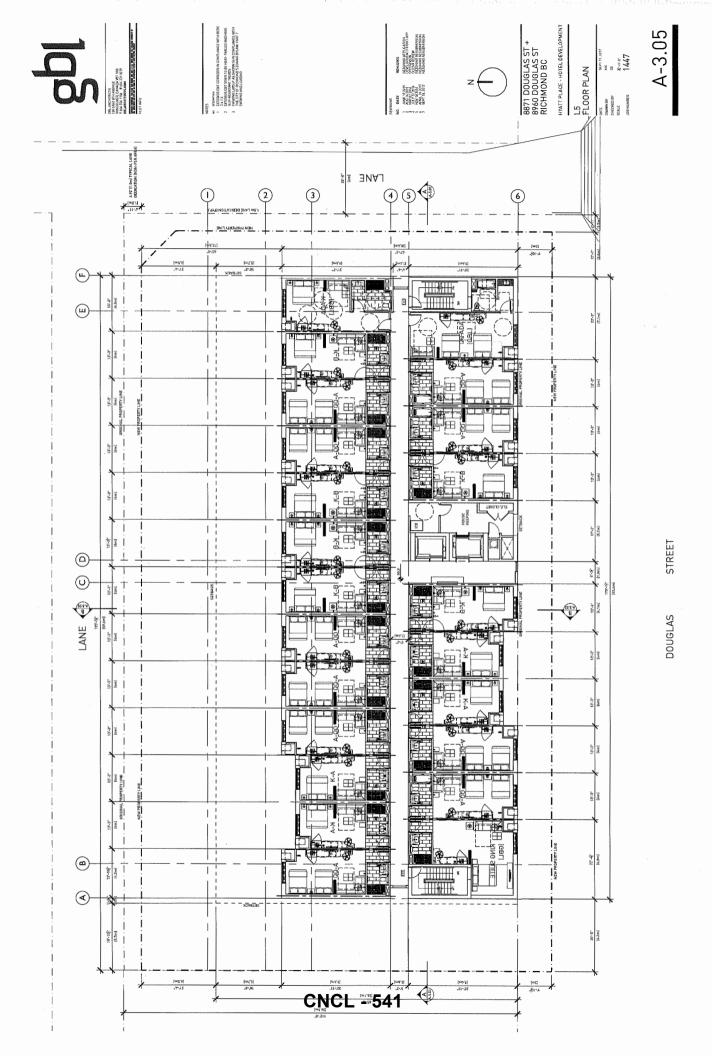


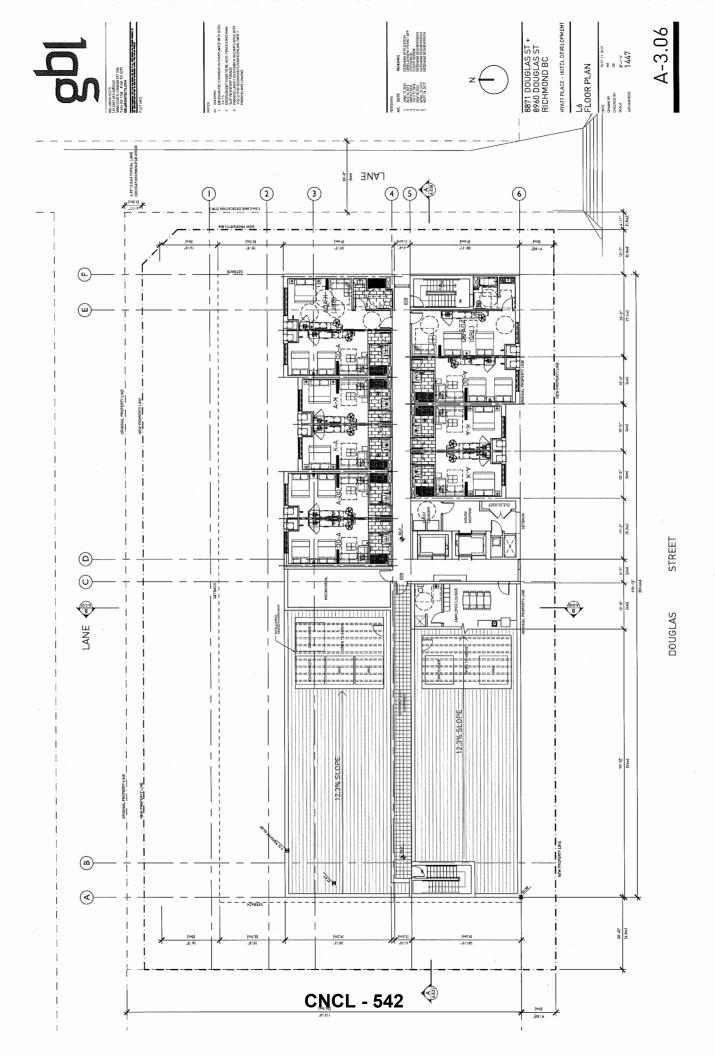


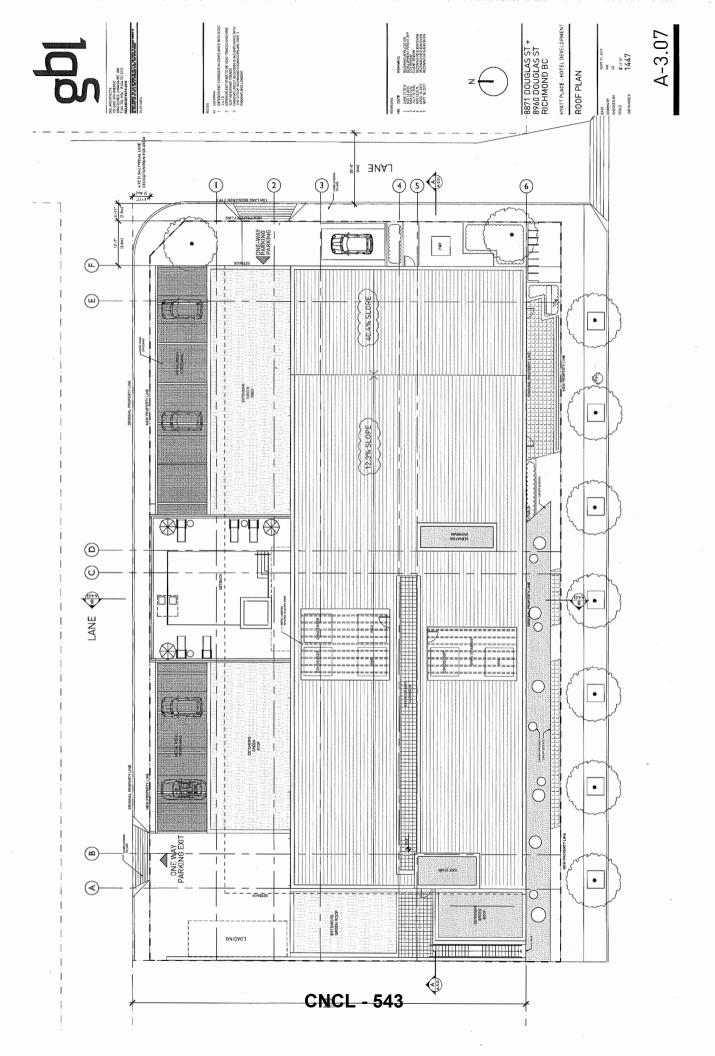
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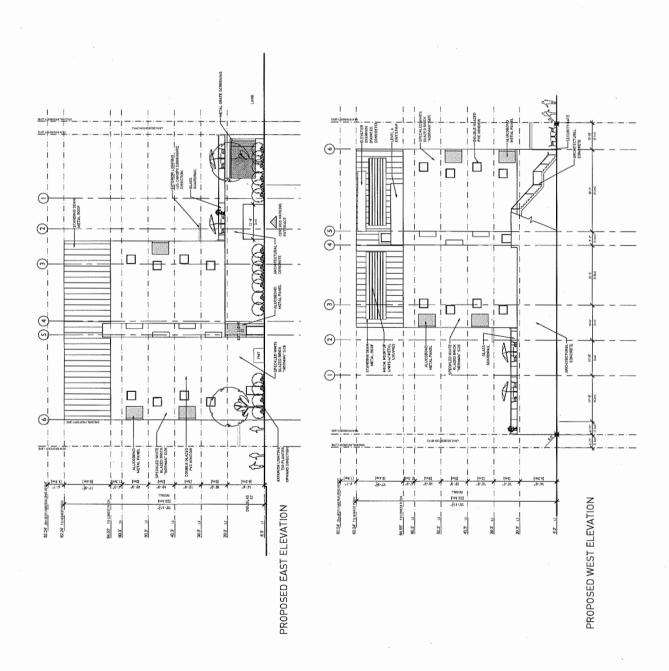


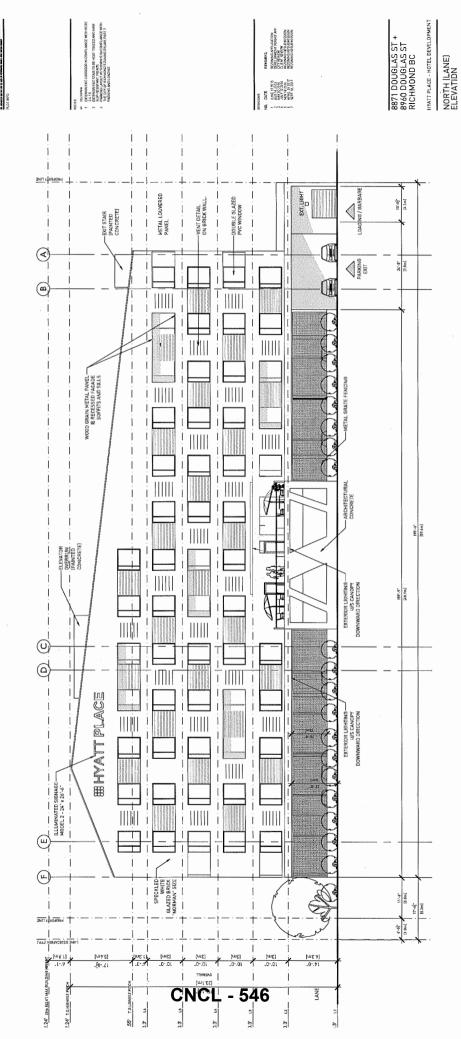




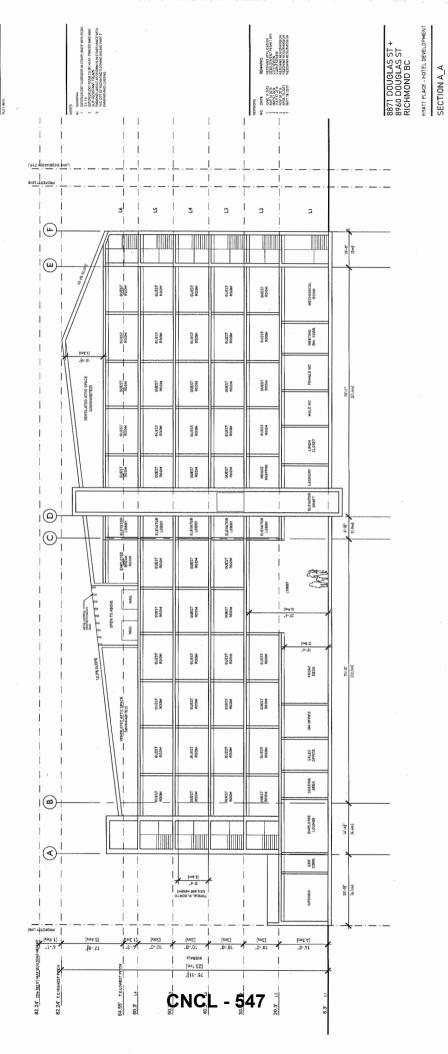




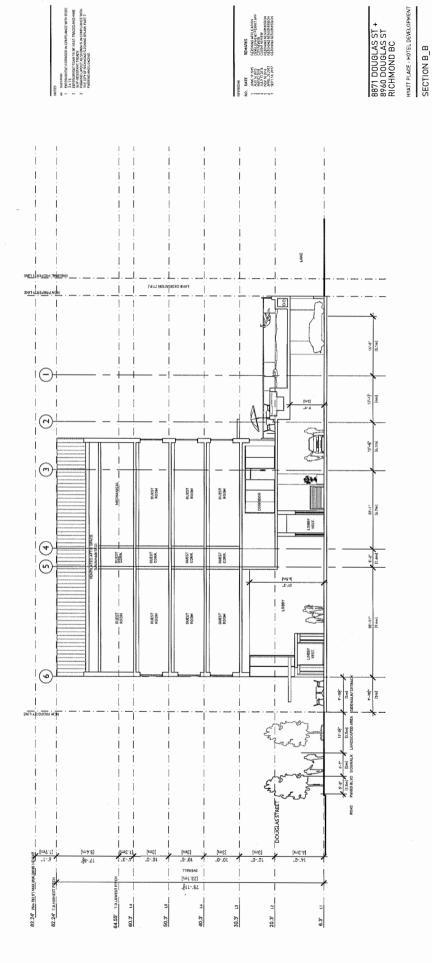




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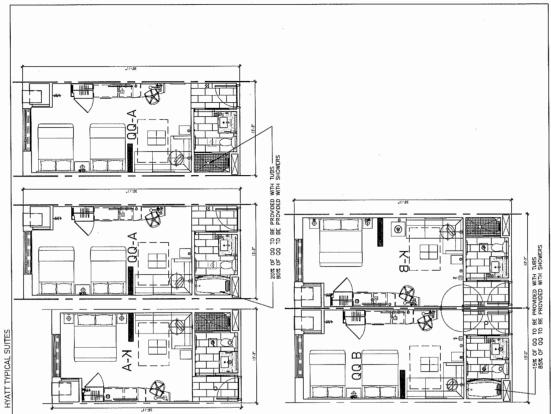


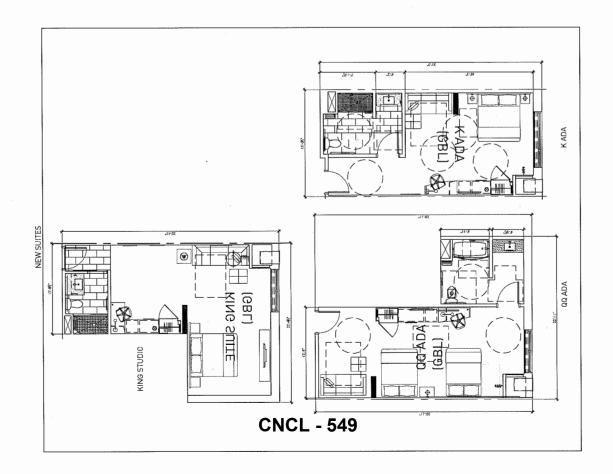




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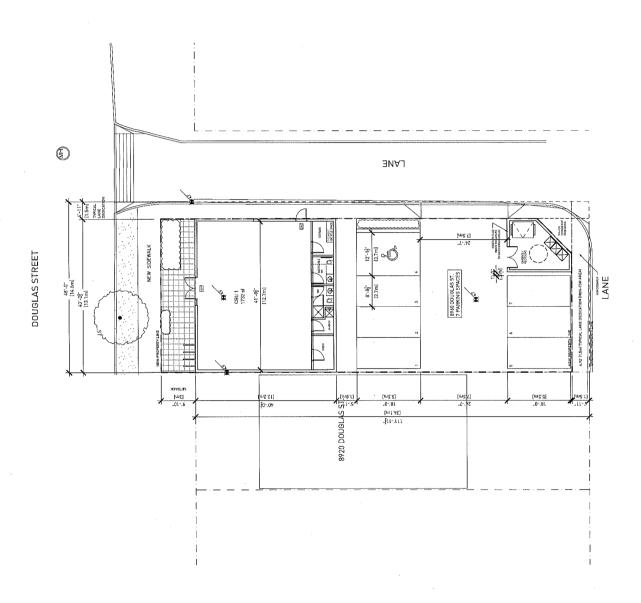




71 DOUGLAS ST

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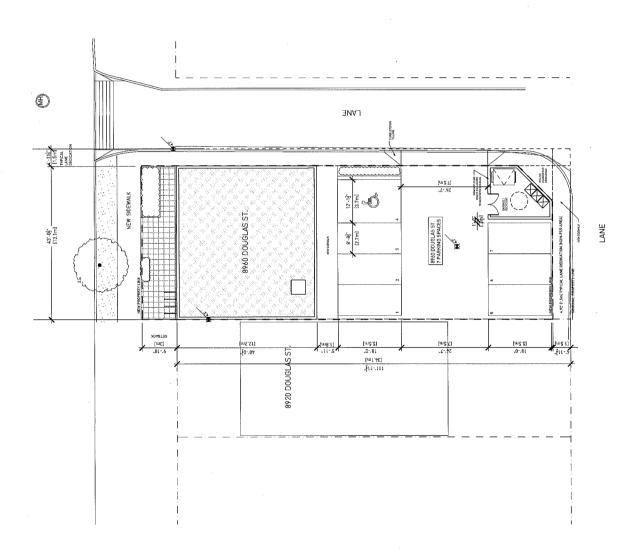


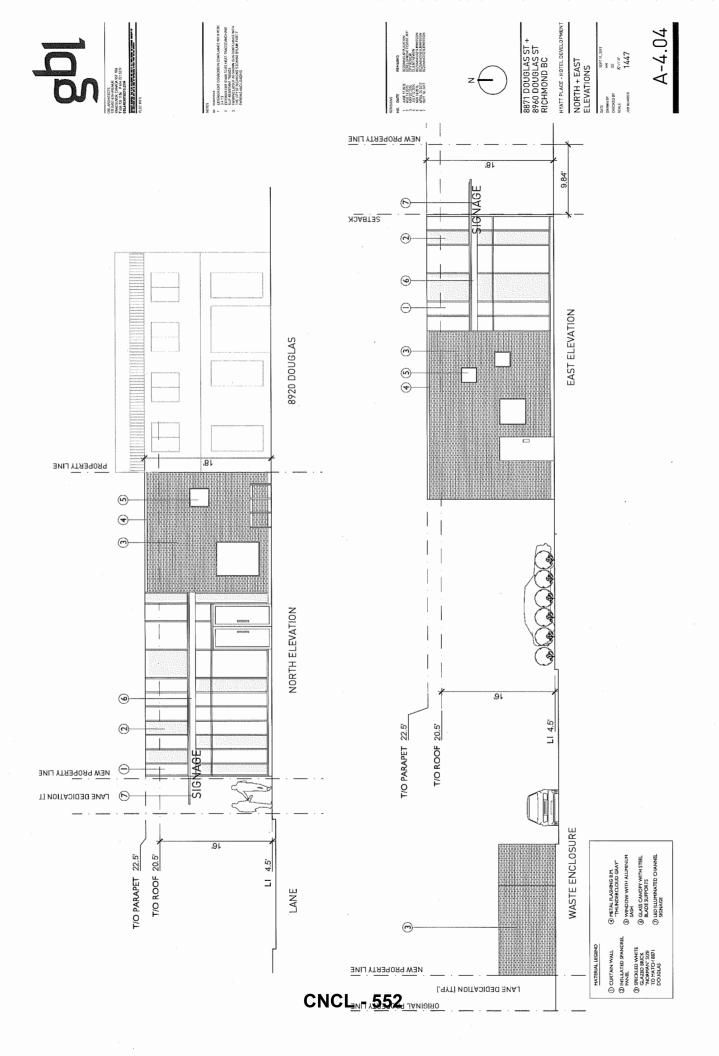




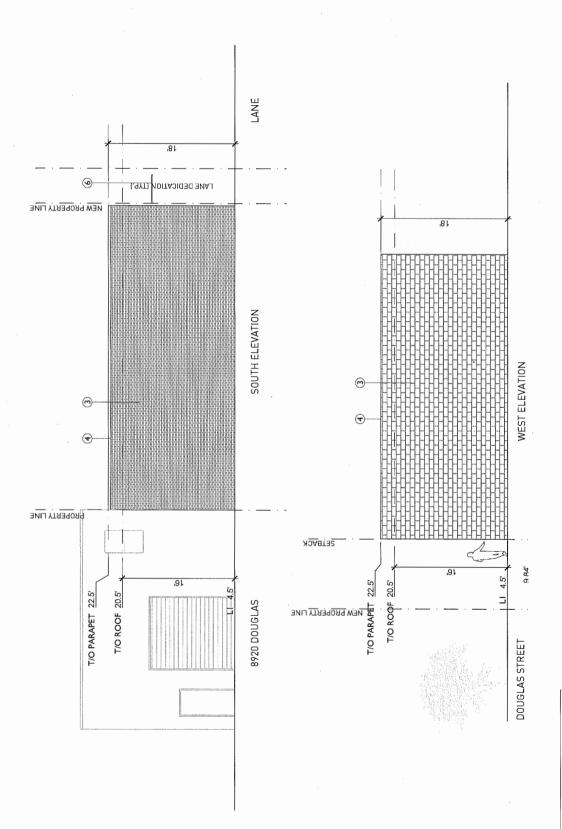
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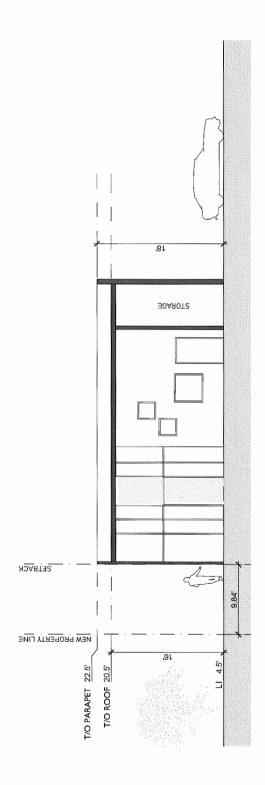












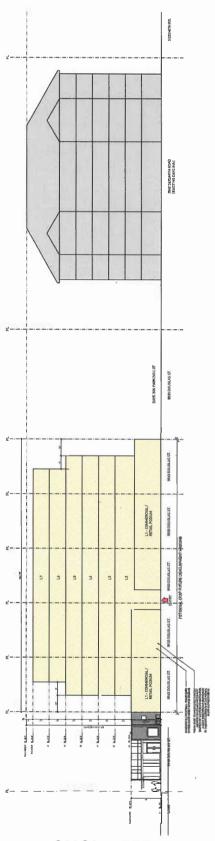
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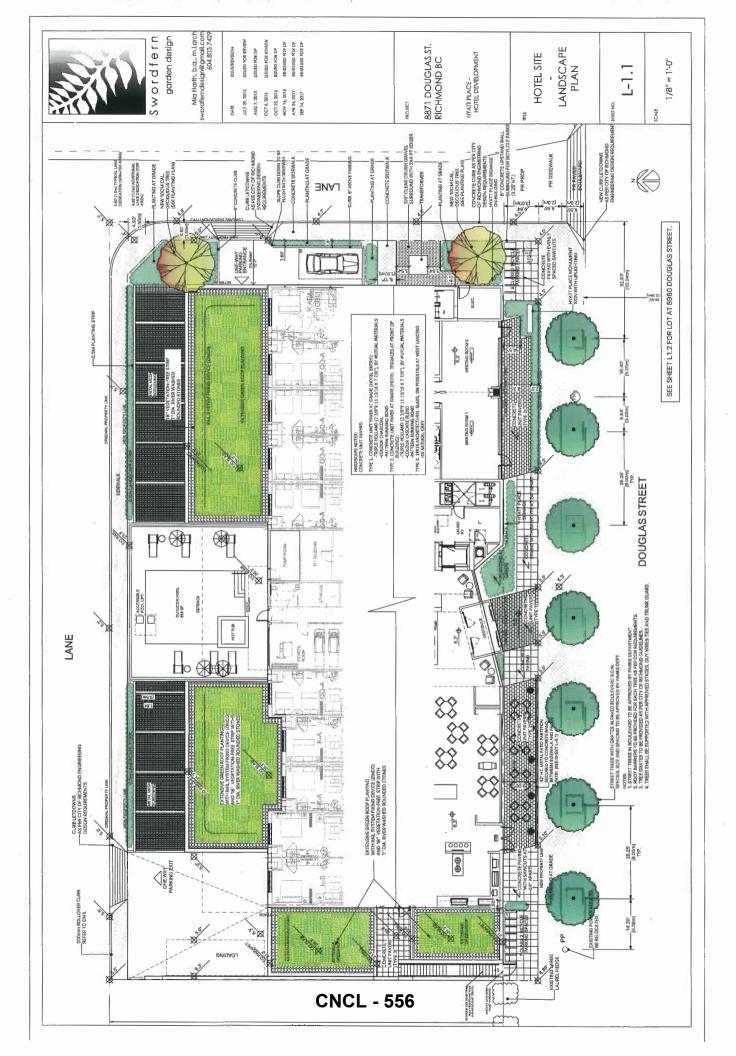


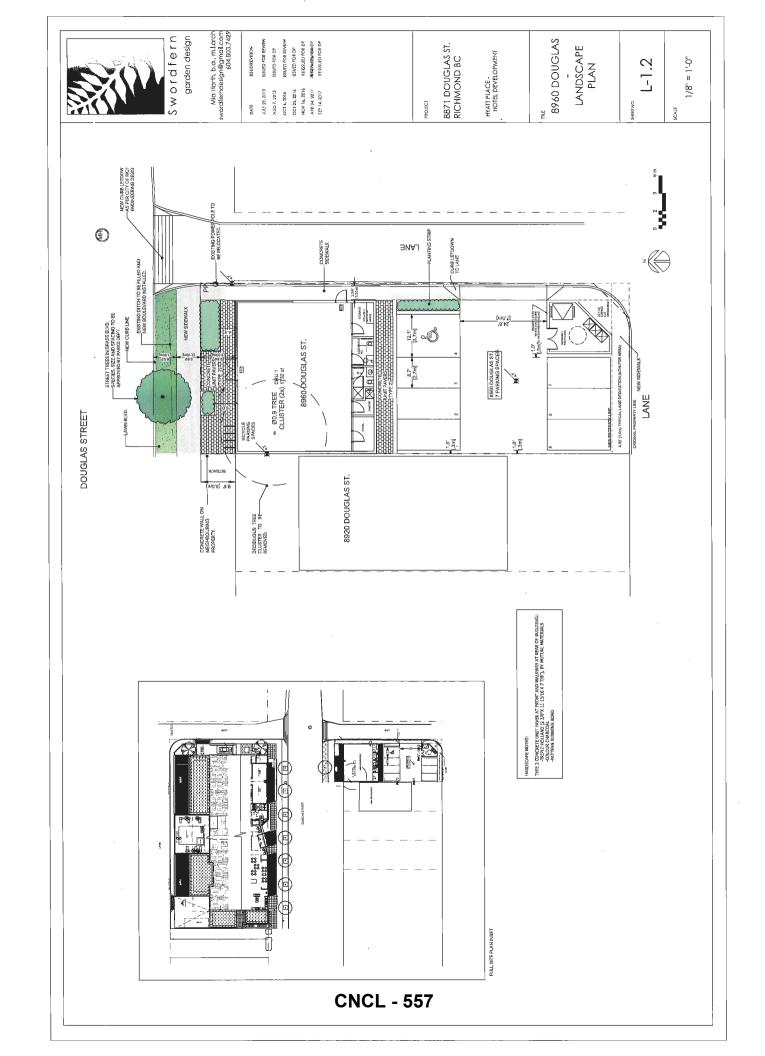


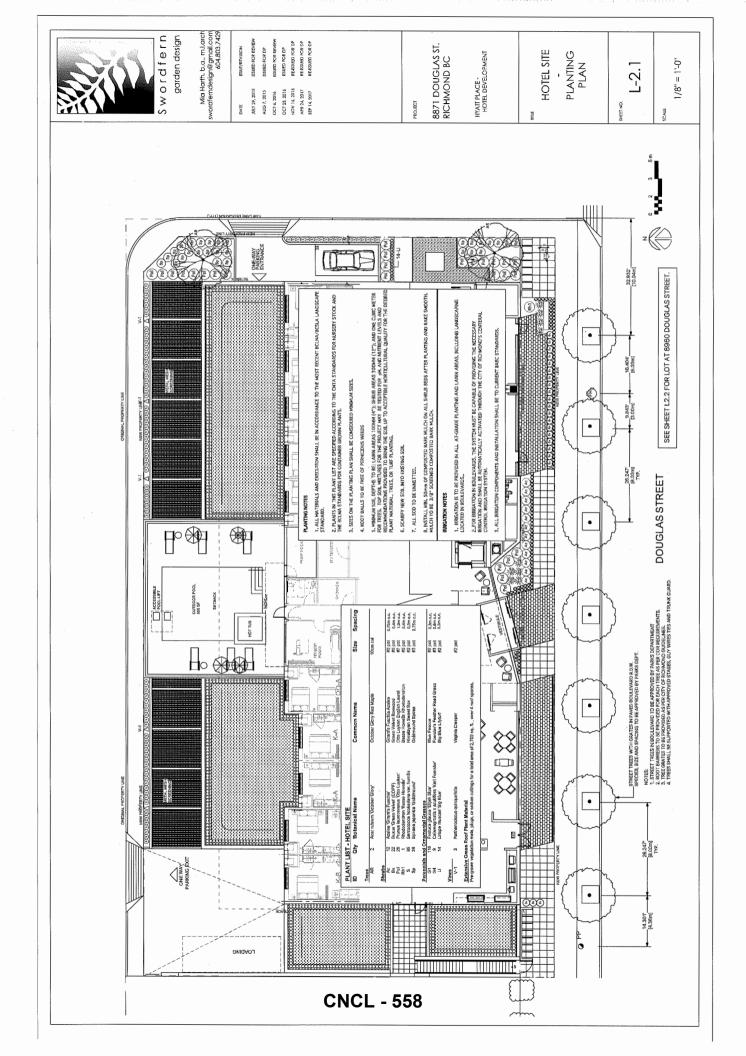




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DOUGLAS STREET

Swordfern garden design Mia Harth, b.a., m.l.arch swordferndesign@gmail.com 604.803.7429

ISSUED FOR REVIEW
ISSUED FOR DP ISSUED FOR REVIEW (SSUED FOR DP JULY 29, 2015 AUG 7, 2015

OCT 6, 2016 OCT 25, 2016 NOV 16, 2016 APR 24, 2017 SEP 14, 2017

RE-ISSUED FOR DP RE-ISSUED FOR DP RE-ISSUED FOR DP

8871 DOUGLAS ST. RICHMOND BC

HYATI PLACE -HOTEL DEVELOPMENT

PLANTING PLAN

8960 DOUGLAS

L-2.2

1/8" = 1'-0"

10.001 27.E. 8960 GOUGLAS ST. ■ Ø0.9 TREE cku1 CLUSTER (2x) 1/32 sf

1, ALL MATERIALS AND EXECUTION SHALL BE IN ACCORDANCE TO THE MOST RECENT BCLNA/BGSLA LANDSCAPE. STANDARD.

3. TREES SHALL BE SUPPORTED WITH APPROVED STAGES, GUY WIRES TIES AND TRUNK GUARD. 1, STREET TREES IN BOLLEVARD TO BE APPROVED BY PARKS DEPARTMENT 2, ROOT BARRIERS TO BE PROVIDED FOR EACH TREE AS PER COR REQUIREMENTS.

PLANTING NOTES:

2. PLANTS IN THIS PLANT LIST ARE SPECIFIED ACCORDING TO THE CNTA STANDARDS FOR MURSERY STOCK AND THE BCLINA STANDARDS FOR CONTAINER GROWN PLANTS.

3. SIZES ON THE PLANTING PLAN SHALL BE CONSIDERED MINIMUM SIZES.

4, ROOT BALLS TO BE FREE OF PERNICIOUS WEEDS

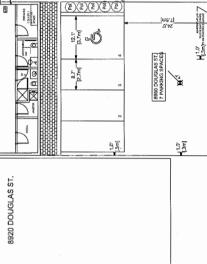
5, MINIMAN SOIL DETTIS TO BE LAWN AREAS 150MM (67); SHRIB AREAS 300MM (127); AND DNE CIBIC METTRS RECORMENATION SOON UNDESTREAD OF THE AND DISTRIBLY FOR PARL AND DISTRIBLY FLAVES AND DESTRUMENATIONS PROVIDED TO BRING THE SOIL UP TO ACCEPTIBLE HORTICLE, TISAL QUALITY FOR THE DESTREED FLAVET WATERALL, TREES, OR TLAF FLAATING.

6, SCARIFY NEW SOIL INTO EXISTING SOIL

7. ALL SOD TO BE UNNETTED.

B. INSTALL MIN, SOMM OF COMPOSTED BARK MULCH ON ALL SHRUB BEDS AFTER PLANTING AND RAKE SMODTH, MULCH TO BE 3/9" SCREENED COMPOSTED BARK MULCH.

1. IRRIGATION IS TO BE PROVIDED IN ALL PLANTING AND LAWN AREAS. 2. HIGH EFICIENCY ATLOMATIC SYSTEM SHALL BE PROGRAMMERE AND INCLLIDE MOISTURE SENSORS, 3. ALL IRRIGATION COMPONENTS AND INSTALLATION SHALL BE TO CLIMENT LABGC STANDARDS.



CURB LE TO LANE

1,0mo.c. #7 pot #10 pot MS pol (83 pot

Otto Luyken English Laurel Basse Howells Rhadodendron

5 Pronus laurocensus 'Otto Luyken' 6 Rhododendron 'Besse Howells'

Shrubs Pol Rh1

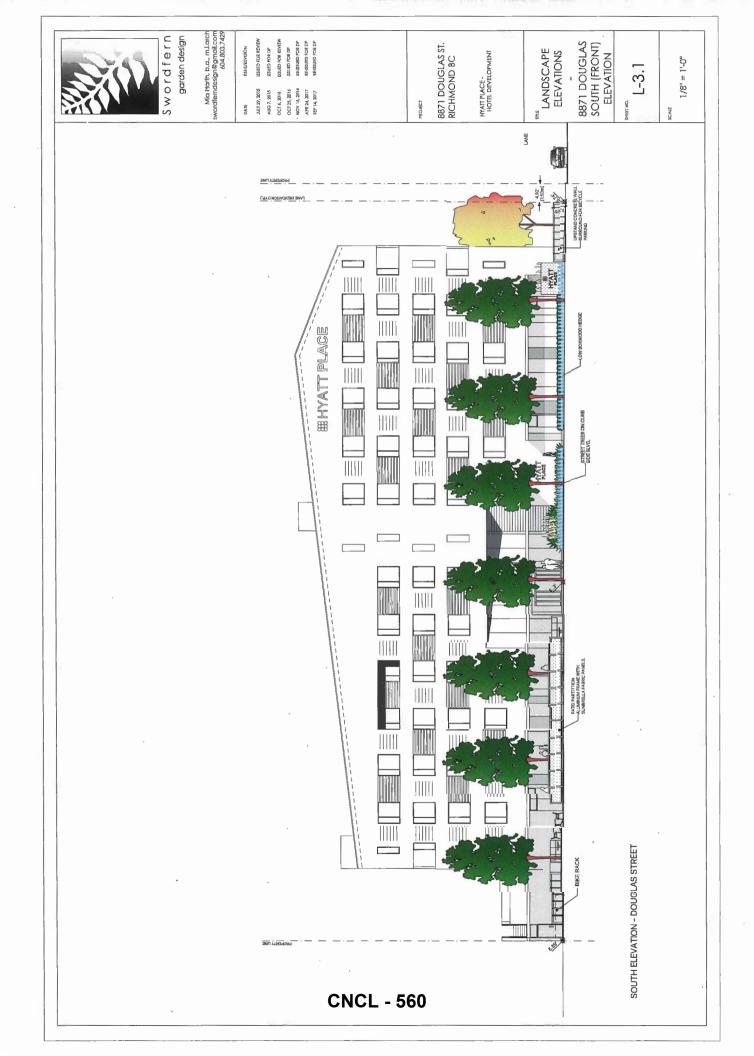
Ornamental Grasses and Perennials
C2 10 Hakonenthos macre Va Cold
H1 7 Hosts x tardiers Hakyon'

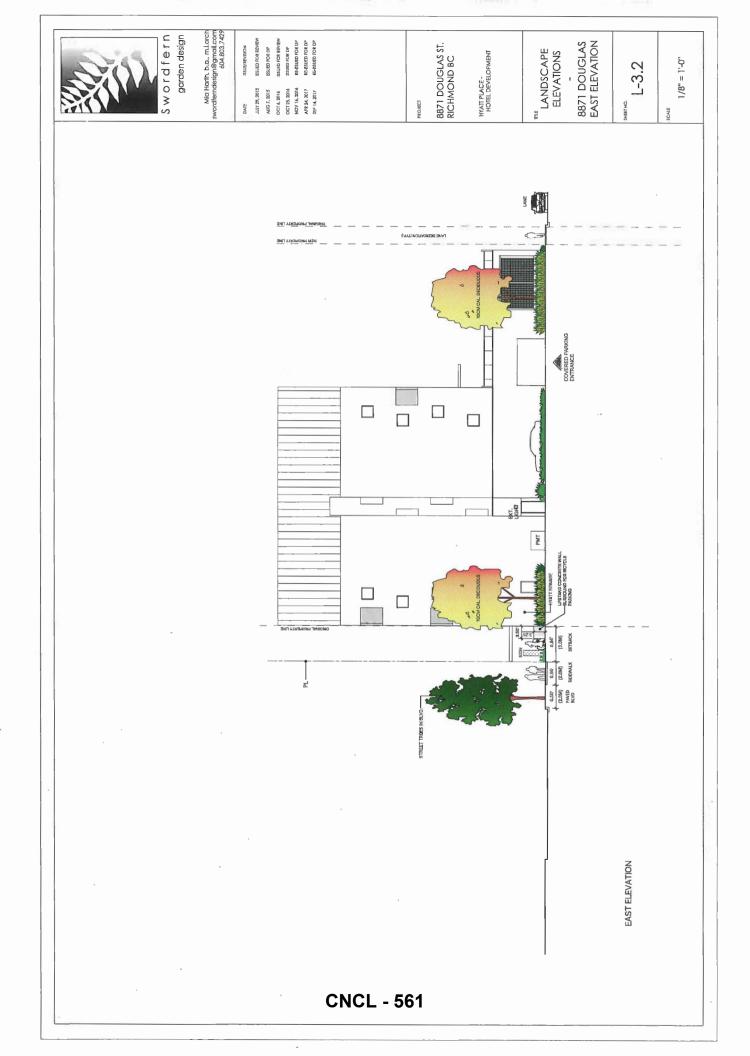
Size

LANE

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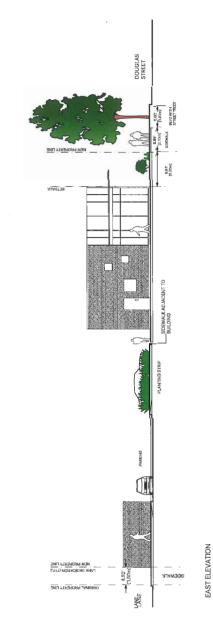
IRRIGATION NOTES:





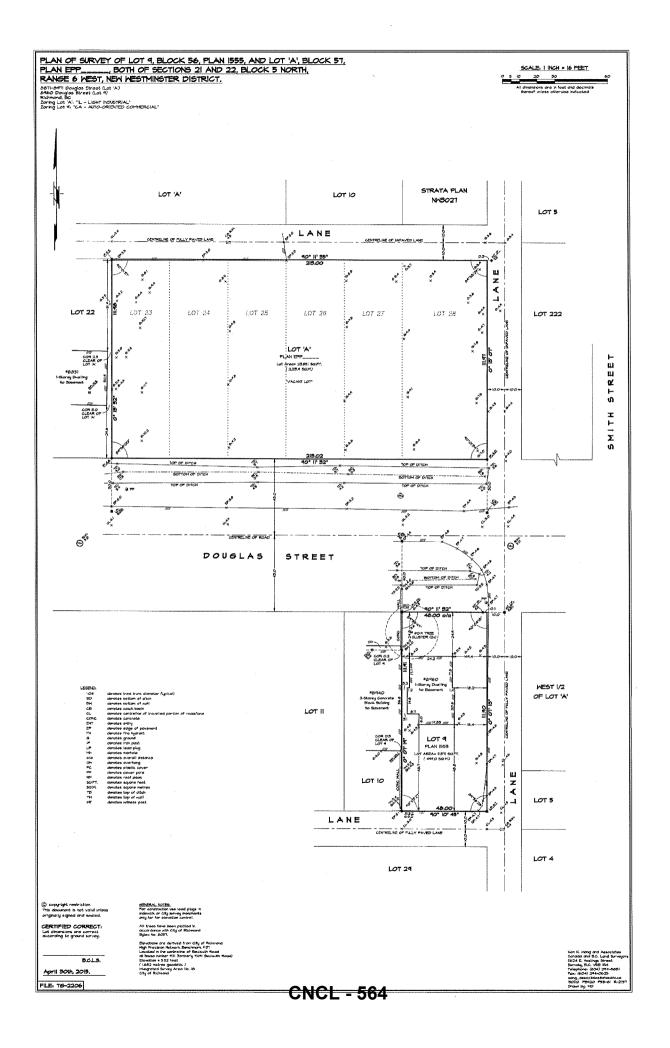






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OF LOT 'A' **AEST 1/2** して で で (1/2)s BNA × DOUGLAS STREET 8960, ÉOUGLAS ST. TOPOF DITCH AREA = 5,371 CA PEAR DOUGLAS ST. CENTRELINE OF FULLY PAVED LANE 20,000 PLAN 1555 COROLL CLEAR OF LOT 9 0-81 0-81 A 2000 8920 DOUGLAS ST Z ♦ 4 _ 101 Ш Ш Z F S CENTRELINE OF ROAD n りつつのしょ į, **CNCL - 563**





Development Application Data Sheet

Development Applications Department

RZ 15-704980	
Address:	8871, 8891, 8911, 8931, 8951, 8971 and 8960 Douglas Street
Applicant:	0951705 BC Ltd.
Planning Area(s):	City Centre Area Plan (Bridgeport Village)

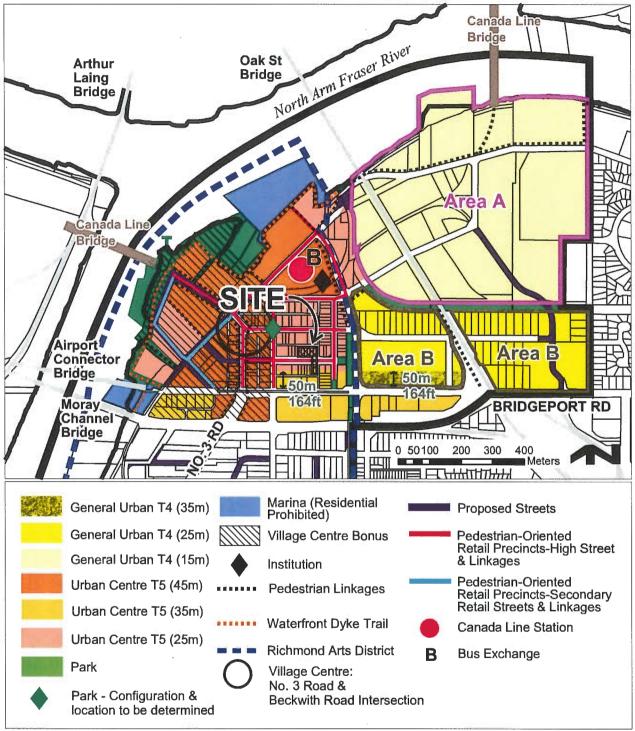
	Existing		Pro	oposed
Owner:	0951705 B.C. Ltd.			
Site Size (before and after acquisitions/ dedications):	North lots South lot Total site	2,214.0 m ² 499.1 m ² 2,713.1 m ²	North lot South lot Total site	2,250.0 m ² 459.6 m ² 2,709.6 m ²
Land Uses:	Existing Nonconforming Residential		Hotel/Re	tail Mixed Use
OCP Designation:	Commercial		Co	omplies
Area Plan Designation:	Urban Centre T5 (25m), Sub-Area A.3		Co	omplies
Zoning:	Light Industrial (IL) and Auto-Oriented Commercial (CA)		Commercial (ZC4	5) – Bridgeport Village
Number of Units:	1 House		97-room H	lotel and 1 CRU
Other Designations:	Aircraft Noise Sensitive Use Area 1A Flood Construction Level Area A		Co	omplies

	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 2.0	2.0	None permitted
Buildable Floor Area:*	5,419.2 m² (58,331.8 ft²)	5,417 m² (58,308 ft²)	None permitted
Lot Coverage (% of lot area):	Max. 90%	- 84%	None
Lot Size:	2,500 m²	2,709.6 m²	None
Setbacks:	Douglas St: Min. 3 m Rear Lane: Min. 0 m Side Lane: Min. 0 m Side Yard: Min.0 m	3 m 0 m Min. 0 m Min. 0 m Min.	None
Height:	Max. 25 m	25 m Max.	None
Off-street Parking Spaces:**	44 with TDM	45 with TDM	None
Accessible Parking Spaces:	Minimum 2%	4%	None
Small Car Parking Spaces:	Maximum 50%	43%	None
Bicycle Storage: Class 1: 16 Class 2: 16		16 19	None
Loading Spaces:	Medium size: 1 Large size: 0	1 0	None

^{*} Preliminary estimate; exact building size to be determined through zoning bylaw compliance review at Development Permit and Building Permit stages. Final development figures may differ slightly from the figures provided on the conceptual architectural drawings.

^{**}Parking figures are based on the calculation methodology provided in the Transportation Study. Where base information changes (e.g. floor areas), final parking requirements will be determined using the same methodology at the time of Development Permit approval.

Specific Land Use Map: Bridgeport Village (2031)





Rezoning Considerations

Development Applications Department 6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 8871, 8891, 8911, 8931, 8951, 8971 and 8960 Douglas Street File No.: RZ 15-704980

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9815, the developer is required to complete the following:

- 1. Provincial Ministry of Transportation & Infrastructure Approval.
- 2. Council approval of the road closure bylaw for a portion of Douglas Street.
 - a) The developer shall be required to enter into a purchase and sales agreement with the City for the purchase of the Land, which is to be based on the business terms approved by Council. The primary business terms of the purchase and sales agreement will be brought forward for consideration by Council in a separate report from the Senior Manager, Real Estate Services. The majority of costs associated with the purchase and sales agreement shall be borne by the developer.
 - b) Granting of a temporary 3m wide utility SRW along the entire new south property line of the north site at 8871, 8891, 8931, 8931 and 8971 Douglas Street to accommodate existing City utilities and to be discharged when required Servicing Agreement storm sewer works are completed.
 - c) Provide signed and sealed geotechnical reports stating that there will be no impact of the developments' preloads to the existing 200mm PVC water main on the Douglas Street frontage of the development sites.
 - d) Arrange for any necessary relocation of private utility conduits/structures/equipment (e.g., BC Hydro, Telus, Shaw) to the ultimate alignment. Relocation works would be at the developer's cost, and coordinated with the private utilities and Servicing Agreement. Please note that the functional plan indicates power poles on both sides of Douglas Street.
- 3. Consolidation of all the lots north of Douglas Street into one development parcel.
- 4. Provide road dedication as follows:
 - a) 1.5m wide along the entire north property line of 8871, 8891, 8911, 8931, 8951 and 8971 Douglas Street
 - b) 1.5m wide along the entire south property line of 8960 Douglas Street
 - c) 1.5m wide along the entire east property line of 8960 and 8971 Douglas Street
 - d) 3m x 3m corner cuts at intersections of rear and side lanes
- 5. Registration of legal agreement(s) on Title for single site, no subdivision and no stratification requirements, ensuring:
 - a) The seven lots are all owned by the same legal entity (both beneficial and legal interest in the seven lots) and prohibiting transfer of less than all seven lots.
 - b) No subdivision of any one or more of the seven lots (including no subdivision by way of strata-plan and/or air space parcels) (the six lots on the north side of Douglas Street are to be consolidated as per item 3 above).
 - c) No strata-titling of any hotel rooms (including no subdivision by way of strata-plan and/or air space parcels).
- 6. Registration of legal agreement(s) on Title, prohibiting the provision of cooking facilities in any of the proposed hotel rooms (cooking facilities are permitted in the common dining area).
- 7. Registration of a flood indemnity covenant on Title (Area A).
- 8. Registration of an aircraft noise restrictive covenant on Title suitable for Area 1A (new aircraft noise sensitive land uses prohibited) and granting of a Statutory Right-of-Way in favour of the Airport Authority.
- 9. Registration of a legal agreement on Title for commercial development within 30 m of any residential use indicating that they are required to mitigate unwanted noise and demonstrate 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 noise generated from rooftop HVAC units will comply with the City's Noise Bylaw.
- 10. Registration of a legal agreement on Title stipulating that the commercial development is subject to potential impacts due to other development that may be approved within the City Centre including without limitation, loss of views in any direction, increased shading, increased overlook and reduced privacy, increased ambient noise and increased

Initial:	

levels of night-time ambient light, and requiring that the owner provide written notification of this through the disclosure statement to all initial purchasers, and erect signage in the initial sales centre advising purchasers of the potential for these impacts.

- 11. Development at 8871, 8891, 8911, 8931, 8951 and 8971 Douglas Street is subject to a District Energy Utility (DEU) requirement (not 8960 Douglas Street, which is a small non-contiguous single lot). Registration of a restrictive covenant and/or alternative legal agreement(s), to the satisfaction of the City, securing the owner's commitment to connect to District Energy Utility (DEU), which covenant 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 DEU is available for connection, no final building inspection permitting occupancy of a building will be granted until:
 - i) the building is connected to the DEU, which may include the owner's supplied and installed central energy plant to provide heating and cooling to the building, at no cost to the City, or the City's DEU service provider, Lulu Island Energy Company, on the subject site satisfactory to the City;
 - ii) if the City so elects, the owner transfers ownership of the central energy plant on the site, if any, at no cost to the City, or City's DEU service provider, Lulu Island Energy Company, to the City and/or the City's DEU service provider, Lulu Island Energy Company, on terms and conditions satisfactory to the City;
 - iii) the owner enters into a Service Provider Agreement with the City and/or the City's DEU service provider, Lulu Island Energy Company, on terms and conditions satisfactory to the City; and
 - iv) the owner grants or acquires all Statutory Right-of-Way(s) and/or easements necessary for supplying the DEU services to the building and the operation of the central energy plant, if any, by the City and/or the City's DEU service provider, Lulu Island Energy Company.
 - c) If a DEU is not available for connection, no final 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;
 - ii) the owner enters into a covenant and/or other legal agreement to require that the building connect to a DEU when a DEU is in operation;
 - iii) the owner grants or acquires the Statutory Right-of-Way(s) and/or easements necessary for supplying DEU services to the building; and
 - iv) the owner provides to the City a letter of credit, in an amount satisfactory to the City, for costs associated with acquiring any further Statutory Right of Way(s) and/or easement(s) and preparing and registering legal agreements and other documents required to facilitate the building connecting to a DEU when it is in operation.
- 12. City acceptance of the developer's voluntary contribution in the amount of \$14,582.95 (i.e. \$0.25 per buildable square foot) to future City community planning studies, as set out in the City Centre Area Plan.
- 13. City acceptance of the developer's voluntary contribution in the amount of \$25,665.98 (i.e. \$0.44 per buildable square foot of hotel/commercial space) to the City's Public Art Program.
- 14. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.
- 15. Enter into a Servicing Agreement* for the design and construction of road and infrastructure works. Works include, but may not be limited to:
 - a) Road Works:
 - i. Functional Plan:
 - Submission of a road functional plan to the satisfaction of the Director of Transportation. Draft road functional plan attached (Appendix A) for reference (road works only, services to be reviewed by Engineering via the servicing agreement).

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,	Initial:

ii. Douglas Road frontage improvements:

- 8871 to 8971 Douglas Street: upgrade frontage and widen road, including (measured from north to south): Min. 2 m wide concrete sidewalk at new property line, Min.1.5 m wide boulevard planted with grass and street trees, 0.15 m wide curb and gutter, asphalt roadway, and transition works to existing road works to east and west (including areas of ditch infill, asphalt paving and gravel shoulder).
- 8960 Douglas Street: upgrade frontage and widen road, including (measured from south to north): Min. 2 m wide concrete sidewalk at new property line, Min. 1.5 m wide boulevard planted with grass and street trees, 0.15 m wide curb and gutter, and asphalt roadway, and transition works to existing road works to east and west (including areas of ditch infill, ditch headwall, asphalt paving and gravel shoulder).
- Transportation Demand Management (TDM) measure interim 1.5 m wide asphalt walkway along the north side of Douglas Street from the west property line of the subject site connecting to existing sidewalk to the west (i.e., across the frontages of 8811, 8831 and 8851 Douglas Street), or should that work be secured through adjacent development, then construction of an interim 1.5 m wide asphalt walkway along the south side of Douglas Street from the west property line of the subject site connecting to existing sidewalk to the west (i.e., across the frontages of 8820, 8860, 8880, 8900, 8920 and 8940 Douglas Street).

iii. Lane improvements:

- Widening rear lanes along new north and south property lines and widening side lanes along new east property lines to interim 7.5 m width (to be widened to ultimate CCAP 9 m lane width through future development to the north, east and south).
- Complete rear and side lane upgrades along frontages, including 1.5 m wide concrete sidewalk at new property line, roll-over curb, lane drainage, crowned asphalt laneway, and street lighting.
- Review street lighting levels along all frontages and upgrade lighting as required. Decorative, LED street lighting shall be used on Douglas Street, type to be determined.

b) Water Works:

Using the OCP Model, there is 543.0 L/s of water available at a 20 psi residual at the Douglas Street frontage. Based on your proposed development your site requires a minimum fire flow of 200 L/s.

- i. The Developer is required to:
 - Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the 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 and Building designs.
- ii. At Developers cost, the City is to:
 - Cut and cap, at main, all existing water service connections serving the development sites.
 - Install two new water service connections complete with meter and meter boxes, one for the north lots to be consolidated and one for 8960 Douglas Street.
 - Relocate the existing hydrant on Douglas Street to the ultimate location to avoid conflict with the proposed frontage improvements, including sidewalk and boulevard.

c) Storm Sewer Works:

- i. The Developer is required to:
 - Install approximately 143 m of 600 mm diameter storm sewer along the centerline of Douglas Street complete with manholes and catch basins as required from the north-south aligned lane to Sexsmith Road. Tie in to the west shall be the existing 600 mm diameter storm sewer in Sexsmith Road; tie-in to the east shall be to the existing lane drainage to the south and proposed lane drainage to the north within the north-south lane.
 - Correct the diagonal alignment of the storm sewer in the Douglas Street and Sexsmith Road intersection, which will require the installation of new manholes and approximately 25 m of 750 mm diameter storm sewer.

Initial:	

- Cut, cap, and remove the existing storm sewers fronting lots 8771 to 8851 and 8820 Douglas Street and 2840 Sexsmith Road and reconnect all existing storm service connections and catch basin leads to the proposed storm sewer.
- Infill the ditches fronting the development site on both sides of Douglas Street. Tie-in the upstream unfilled ditches east of the intersection of Douglas Street and the north-south lane into the proposed storm sewer complete with inlet structure per City of Richmond supplementary specifications.
- Install one new storm service connection for each of the proposed lots, complete with inspection chamber.
- Install new 200 mm diameter lane drainage sewer, complete with catch basins and manholes, within the north-south and east-west lanes fronting the development site. No service connections are permitted to tie in to lane drainage.
- Upgrade the existing 150 mm diameter lane drainage sewers to 200 mm diameter along all lane frontages. Note upgrades are typically manhole to manhole.
- ii. At Developers cost, the City is to:
 - Complete all tie-ins for the proposed works to existing City infrastructure.
- d) Sanitary Sewer Works:
 - i. At Developers cost, the City is to:
 - Cut and cap all existing sanitary service connections serving the development sites and remove inspection chambers.
 - Install one new sanitary service connection for each of the proposed lots, complete with inspection chambers.

e) General Items:

- i. Developer is required to:
 - Provide, within the first servicing agreement submission or prior to start of site preparation works, whichever comes first, a geotechnical assessment of preload and soil preparation impacts on the existing/proposed utilities fronting or within the development site and provide mitigation recommendations.
 - 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.
 - Utilities and/or services shown on the draft road functional plan (Appendix A) have not been approved by Engineering and servicing drawings will be reviewed via the servicing agreement for completeness and compliance with applicable specifications or bylaws.
 - Coordinate with BC Hydro, Telus and other private communication service providers:
 - To underground overhead lines and utility poles along the Douglas Street frontage, from Sexsmith Road to Smith Street. All proposed transformer boxes shall be placed on private property within the development site; Engineering recommends coordinating with BC Hydro, Telus, and Shaw early to avoid changes to the building design during the development permit stage to accommodate transformer box requirements. Please note that the functional plan indicates power poles on both sides of Douglas Street.
 - O When relocating/modifying any of the existing power poles and/or guy wires within the property frontages. Please note that the functional plan indicates power poles on both sides of Douglas Street.
 - To locate/relocate all above ground utility cabinets and kiosks required to service the proposed development within the developments site (see list below for examples). A functional plan showing conceptual locations for such infrastructure shall be included in the development process design review. 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 in the functional plan and registered prior to SA design appropriate.

Initial:	

BC Hydro PMT	4 m x 5 m	(width x depth)
BC Hydro LPT	3.5 m x 3.5 m	
Street light kiosk	1.5 m x 1.5 m	
Traffic signal kiosk	2 m x 1.5 m	
Traffic signal UPS	1 m x 1 m	
Shaw cable kiosk	1 m x 1 m	(show possible location in functional plan)
Telus FDH cabinet	1.1 m x 1 m	(show possible location in functional plan)

• 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 may be required, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

Prior to Building Permit Issuance, the developer must complete the following requirements:

- 1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
- 2. Incorporation of accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
- 3. If applicable, payment of latecomer agreement charges, plus applicable interest associated with eligible latecomer works.
- 4. Obtain a Building Permit (BP) for any 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.

Note:

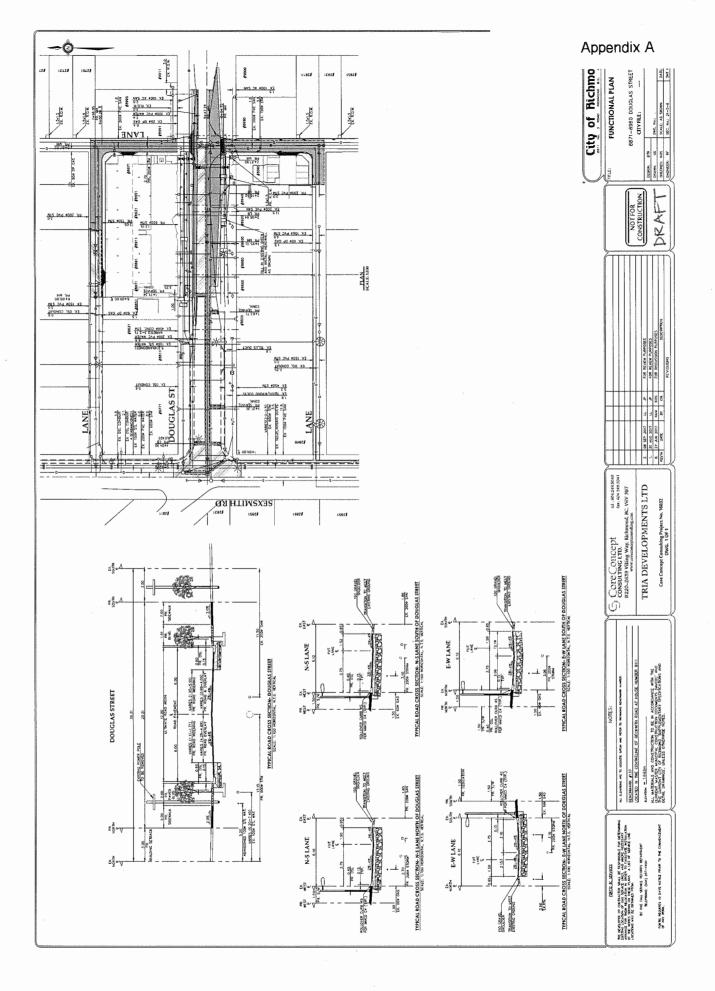
- * This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or
 Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing,
 monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities
 that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial Wildlife Act and Federal Migratory Birds Convention Act, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

	[Signed copy on file]	
Signed	MANAGEMENT OF THE PROPERTY OF	Date





Richmond Zoning Bylaw 8500 Amendment Bylaw 9815 (RZ 15-704980) 8871, 8891, 8911, 8931, 8951, 8971 and 8960 Douglas Street

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

- 1. Richmond Zoning Bylaw 8500 is amended by inserting into Section 22 (Site Specific Commercial Zones), in numerical order:
 - "22.45 Commercial (ZC45) Bridgeport Village
 - 22.45.1 Purpose

The **zone** provides for a range of commercial related **uses** in the **City Centre**.

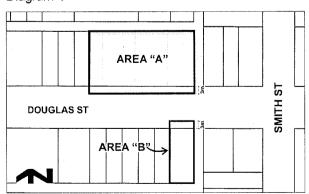
- 22.45.2 Permitted Uses
- 22.45.3
- **Secondary Uses**

n/a

- government service
- health service, minor
- hotel
- office
- retail, convenience
- retail, general
- · service, business support
- service, financial
- service, household repair
- service, personal

22.45.4 Permitted Density

Diagram 1



For the purposes of this **zone**, the calculation of **floor area ratio** is based on the total combined area of areas "A" and "B" identified on Diagram 1.

1.

- 2. The maximum **floor area ratio** is 2.0.
- The maximum floor area ratio for area "A" identified on Diagram 1 is 1.940.
- The minimum floor area ratio for area "B" identified on Diagram 1 is 0.059.

22.45.5 Permitted Lot Coverage

1. The maximum **lot coverage** for **buildings** is 90%.

22.45.6 Yards & Setbacks

- 1. Minimum **setbacks** from **lot lines** and areas granted to the **City** via statutory **right-of-way** for **road** and **lane** purposes shall be:
 - a) for Douglas Street, 6.0 m, but this may be reduced to 3.0 m subject to a Development Permit approved by the **City**:
 - b) for rear yards, lanes and lanes that are roads, 0.0 m; and
 - c) for interior side yards, 0.0 m.

22.45.7 Permitted Heights

- 1. The maximum **height** for **principal buildings** is 25.0 m.
- 2. The maximum **height** for **accessory buildings** and **structures** is 5.0 m.

22.45.8 Subdivision Provisions/Minimum Lot Size

- 1. The minimum **lot area** for the total combined area of "A" and "B" identified on Diagram 1, Section 22.45.4, shall be 2,400 sq. m.
- 2. There are no minimum **lot width** and **lot depth** requirements.

22.45.9 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided according to the provisions of Section 6.0.

22.45.10 On-Site Parking and Loading

- 1. On-site **vehicle** and bicycle **parking spaces** and **loading spaces** shall be provided according to the standards set out in Section 7.0.
- 2. Notwithstanding Section 22.45.10.1, for the purposes of this **zone**, the minimum parking requirement for **hotel use** is 0.425 spaces per **hotel** room; and for other **uses** is 3.75 spaces per 100.0m² of **gross leasable floor area**.

22.45.11 Other Regulations

- 1. For the purposes of this **zone**, only **hotel use** is permitted to be located above the first floor of a **building**.
- 2. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and the Specific Use Regulations in Section 5.0 apply."

Bylaw 9815 Page 3

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 "COMMERCIAL (ZC45) - BRIDGEPORT VILLAGE".

P.I.D. 011-280-701

Lot 23 Block 57 Sections 21 and 22 Block 5 North Range 6 West New Westminster District Plan 1555

P.I.D. 011-280-719

Lot 24 Block 57 Sections 21 and 22 Block 5 North Range 6 West New Westminster District Plan 1555

P.I.D. 004-173-678

Lot 25 Block 57 Sections 21 and 22 Block 5 North Range 6 West New Westminster District Plan 1555

P.I.D. 004-173-694

Lot 26 Block 57 Sections 21 and 22 Block 5 North Range 6 West New Westminster District Plan 1555

P.I.D. 004-899-962

Lot 27 Block 57 Sections 21 and 22 Block 5 North Range 6 West New Westminster District Plan 1555

P.I.D. 005-153-646

Lot 28 Block 57 Sections 21 and 22 Block 5 North Range 6 West New Westminster District Plan 1555

P.I.D. 012-241-849

MAYOR

Lot 9 Block 56 Sections 21 and 22 Block 5 North Range 6 West New Westminster District Plan 1555

3. This Bylaw may be cited as "Richmond Zoning Byl s FIRST READING	aw 8500, Amendment Bylaw 9815".	CITY OF RICHMOND
PUBLIC HEARING		APPROVED by
SECOND READING		APPROVED by Director
THIRD READING		or Solicitor
OTHER CONDITIONS SATISFIED		
ADOPTED		

CORPORATE OFFICER



Report to Committee

To:

Parks. Recreation and Cultural Services

Date:

November 27, 2017

Committee

From:

Jane Fernyhough

File:

11-7000-09-20-089/Vol

Director, Arts, Culture and Heritage Services

01

Re:

2018 Engaging Artists in Community Public Art Projects

Staff Recommendation

That the concept proposals and implementation for the community public art projects at Hamilton McLean Neighbourhood Park, Minoru Arenas and Britannia Shipyards National Historic Site as presented in the staff report titled "2018 Engaging Artists in Community Public Art Projects," dated November 27, 2017, from the Director, Arts, Culture & Heritage Services, be endorsed.

Jane Fernyhough

Director, Arts, Culture and Heritage Services

(604-276-4288)

Att. 4

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Finance Department Facility Services Parks & Recreation	গ্রহ	De Greg	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	Initials:	APPROVED BY CAO	

Staff Report

Origin

The City's Community Public Art Program creates opportunities for collaborative art projects working with community associations, schools, community groups and professional artists of all disciplines. Working with a professional artist, community project stakeholders are involved in all stages of planning and commissioning of a public art project.

This report brings forward for consideration three project proposals by the artists recommended for the three opportunities working in partnership with Hamilton Community Association, Richmond Arenas Community Association (RACA) and Britannia Shipyards National Historic Site.

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

Continue the development and implementation of an excellent and accessible system of programs, services, and public spaces that reflect Richmond's demographics, rich heritage, diverse needs, and unique opportunities, and that facilitate active, caring, and connected communities.

- 2.1. Strong neighbourhoods.
- 2.3. Outstanding places, programs and services that support active living, wellness and a sense of belonging.
- 2.4. Vibrant arts, culture and heritage opportunities.

Analysis

Background

On January 9, 2017, Council endorsed the 2017 Engaging Community and Public Art Projects. Two artists were selected as a result of the artist selection processes: Catrina Megumi Longmuir for the Minoru Seniors Society and Pierre Leichner for the Thompson Community Association.

As the successful implementation of the 2017 Engaging Community and Public Art Pilot Projects came to a close, staff solicited interest from other community associations and City partner organizations to participate in the 2018 Engaging Artists in Community Public Art Projects Program. The following organizations came forward with an interest to work with an artist:

- Hamilton Community Association, McLean Park Community Art Project
- Richmond Arenas Community Association, Minoru Arenas Community Art Project
- Britannia Shipyards National Historic Site, Artist in Residence

Terms of Reference

Public Art staff collaborated with other City staff and the associations from the three facilities to develop the terms of reference for the artist call. A series of individual centre profile information sheets were included in the artist call terms of reference to identify three separate artist opportunities. This information assisted artists in choosing and applying for the opportunity that best matched their skills and interests. The artist call provided opportunities for local artists to develop socially oriented practices while working alongside culturally diverse and multigenerational participants and audiences (Attachment 1).

Artist Selection Process

In accordance with the terms of the Public Art Program Administrative Procedures Manual, the Public Art Program issued a call to artists or artist teams residing in British Columbia in September 2017.

Eleven local artists submitted their letters of interest and examples of past work along with their qualifications prior to the deadline on October 17, 2017.

An artist selection process was implemented for each artist opportunity. Submission materials were distributed to the panelists in advance of the selection panel meetings for their initial review. The Britannia Shipyards National Historic Site Artist in Residence selection meeting took place on October 24, 2017. The selection panel included the following three members:

- Brenda Stringer Britannia Heritage Shipyards Society (BHSS), Community Association member and Richmond resident
- Candie Tanaka Artist
- Terry Point Curator and Educator

Artist panel advisors included City staff from the Britannia Shipyards National Historic Site and the Public Art Program.

The Lower Mainland based artist team, Artists Rendering Tales Collective Inc. (ARTCI), was recommended for the Britannia Shipyards National Historic Site Artist in Residency.

An artist selection process was implemented for the Hamilton Community Association McLean Neighbourhood Park artist opportunity on October 26, 2017 to select the artist or artist team for the commission. The selection panel included the following three members:

- Pam Huggan Hamilton Community Association representative and Richmond resident
- Cheryl Hamilton Artist
- Bruce Hudson Artist and educator

Panel advisors included City staff from the Hamilton Community Centre, Parks Services and the Public Art Program.

The collaborative artist team comprised of Bryn Finer, Donald Gunn and Eben Finer from Salt Spring Island was recommended for the Hamilton Community Centre permanent legacy sculpture for the McLean Neighbourhood Park.

An artist selection process was implemented for the Richmond Arenas Community Association artist opportunity on November 2, 2017, to select the artist or artist team for the commission. The selection panel included the following three members:

- Barb Norman Richmond Arena Community Association representative
- Helen Cain Heritage Planner, City of Vancouver
- Hilda Fung Local Richmond Artist and educator

Panel advisors included Don Kuzik from the Richmond Arenas Community Association and City staff from Minoru Arenas and the Public Art Program.

Vancouver artist Faith Moosang was recommended for the Minoru Arenas art project.

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.

On November 21, 2017, The Richmond Public Art Advisory Committee reviewed the selection panel recommendations and endorsed the recommended artists for the 2018 Engaging Artists in Community Program.

Recommended Public Art Projects

Each respective selection panel reviewed all artist proposals and recommended support for the following artists and artist concepts:

- Bryn Finer Studios, Hamilton Community Association (\$20,000). A permanent legacy sculpture for the McLean Neighbourhood Park will be inspired by the native wildlife in Hamilton. Artists will engage children, youth, adults and seniors at the Hamilton Community Centre in the selection of the wildlife to be portrayed by the artists through art-based activities and workshops (Attachment 2).
- Faith Moosang, Richmond Arenas Community Association (\$10,000 plus up to \$22,000 printing and installation costs by RACA). A series of 20 to 22 large scale digital art wraps will be created by the artist. They will be printed and applied to large structural concrete pillars inside the main arena. The artist will engage the Richmond Archives and Minoru Arena user groups and community members to solicit and collect archival materials and oral stories to inform the artwork. The artist will then prepare concept proposals to be presented to RACA and City staff for feedback and approval prior to executing the artwork for reproduction and installation (Attachment 3).
- ARTCI Collective, Britannia Shipyards National Historic Site (\$10,000). An artist in residence project that will engage culturally diverse and multi-generational audiences in performance and visual art-based storytelling activities and events throughout spring,

summer and fall of 2018. The project will aim to engage and reflect the historical and cultural heritage of the site (Attachment 4).

Next Steps

Following Council endorsement of the concept proposals, an interdepartmental staff team will work with the artists to develop project implementation phases and evaluate the feasibility of legacy artworks, including suitable locations and any ongoing maintenance requirements for the artwork. If approved, the projects will move into the development phase, with implementation to be completed by end of 2018.

Financial Impact

The Public Art Program has allocated \$10,000 for each community art project for a total of \$30,000 from existing funds in the approved 2017 Public Art Capital Project. An additional \$10,000 will be contributed by the Hamilton Community Association. The Richmond Arenas Community Association will be responsible for the costs of up to \$22,000 associated with printing and installation of the art work on up to 22 concrete columns located around the perimeter of the main arena.

Any maintenance and repairs required for the artwork will be the responsibility of the Public Art Program. City funds would be allocated out of the Public Art Program's annual operating budget.

Conclusion

Richmond's Community Public Art Program creates opportunities to support artists with socially oriented artist practices. The public art projects outlined in this report will engage culturally diverse and multi-generational community members and user groups in a multitude of visual and performance-based art activities designed to provoke dialogue and participation in the making of the artist projects.

Eric Fiss

Public Art Planner (604-247-4612)

Z-7

- Att. 1: Engaging Artists in Communities, Artist Call Terms of Reference
 - 2: Hamilton Community Association, Artist Concept
 - 3: Richmond Arenas Community Association, Artist Concept
 - 4: Britannia Shipyards National Historic Site, Artist in Residency





Artists Engaging Communities

Community Public Art Program

September 2017

The City of Richmond Public Art Program seeks three artists or artist teams with socially oriented practices to engage diverse and multi-generational audiences in three unique public art opportunities. Artists will be required to choose one of three communities to work with: Hamilton Community Association, Minoru Arenas Association or Britannia Shipyards National Historic Site. These art opportunities invite emerging and professional artists to imagine innovative ways to engage seniors, adults, youth and children in the making of artwork and foster individual creative expression for their community.

Artist Budget: \$20,000 CAD, Hamilton Community Association

> \$10,000 CAD, Richmond Arenas Community Association \$10,000 CAD, Britannia Shipyards National Historic Site

Eligibility: Open to artists and artist teams residing in

British Columbia

Deadline for Submissions:

Duration:

Tuesday, October 17, 2017, 5:00 p.m.

January – December 2018

PUBLIC **ART** RICHMOND

call to artists

BACKGROUND

The Richmond Community 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 engage participants by providing them with a greater sense of self, identity, community and place through learning and participating in an art making experience. The work 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.

OPPORTUNITY

There are three (3) opportunities for community-based artworks, working with the following community partners:

- Hamilton Community Association, McLean Neighbourhood Park
- Richmond Arenas Community Association, Minoru Park
- Britannia Shipyards National Historic Site

Artists are encouraged to choose the opportunity that best fits their interests, skills and experience by reviewing the partner profiles (pages 5–15). Artists can only apply to one of the three opportunities.

PAST ARTIST PROJECTS

- Marina Szijarto, Harvest Full Moon Project, 2015-2016
- Catriona Megumi Longmuir, Minoru Seniors Legacy Stories, 2017
- Pierre Leichner, spART Project, 2017

ARTIST ELIGIBILITY

Open to emerging and professional artists and artist teams residing in British Columbia. City of Richmond employees are not eligible to apply.

SELECTION PROCESS

A selection panel consisting of a combination of artists, art professionals and community representatives will convene for each of the three opportunities. The selection panel will engage in a two-stage selection process to review all artist submissions. During the second stage, artists or artists teams will be invited for an interview with the Selection Panel. At the conclusion of the process, the panel will recommend one artist or artist team for each

PUBLIC **ART** RICHMOND

call to artists

opportunity. A total of three artists or artist teams will be selected and enter into a contract with the City of Richmond. Artists will work to research and develop their concept proposal to be submitted for review by the Richmond Public Art Advisory Committee (RPAAC) and City staff before implementation of the project.

ARTIST SELECTION CRITERIA

Submissions to the Call will be reviewed and decisions made based on the following:

- Artistic merit and clarity of artist statement of interest in response to the Partner Profile interests and goals. The proposal should demonstrate high artistic quality, innovation and creativity.
- Demonstration of high artistic quality, innovation and creativity in applicant's previous work and experience.
- Community impact of work that will engage diverse and multi-generational 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

SUBMISSION REQUIREMENTS

E-mail all documentation as one (1) PDF document, not to exceed a file size of 5 MB to publicart@richmond.ca

- INFORMATION FORM Please complete the information form attached to this document.
- STATEMENT OF INTENT One 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 centre profile opportunity.
- OPTIONAL CONCEPTUAL ARTIST SKETCH One page maximum, if applicable, a preliminary concept visualization to accompany the statement of intent.
- ARTIST CV (One page maximum). Teams should include one page for each member.
- WORK SAMPLES 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 references who can speak to your abilities and accomplishments. Provide contact name, title, phone number and e-mail.

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 and concept sketches are best formatted to landscape format.
- Submission files 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

ADDITIONAL INFORMATION

- 1. The selected artist will be required to show proof of WCB coverage and \$5,000,000 general liability insurance.
- 2. 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 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 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



COMMUNITY DESCRIPTION

The Hamilton Community Association enhances the quality of life for residents by delivering accessible recreational programs and community services in partnership with the City of Richmond. The Association is proud of their licensed childcare programs for preschoolers and school-aged children, fitness services and special events, including their signature event, *Hamilton Night Out*, which takes place in June in McLean Park.

Hamilton is a growing family-oriented neighbourhood located at the eastern end of Richmond and is shaped by the North and South Arms of the Fraser River, Boundary Canal and New Westminster's Queensborough community to the east. These natural features define Hamilton as a unique community with a separate village centre.

Hamilton Community Association would like an artwork to enhance McLean Neighbourhood Park, a popular 10.7 acre park located west of Westminster Hwy on the corner of McLean and McCrae Avenue. The park is well-used on weekday evenings and weekends by families and dog owners. Located a short distance away from the Hamilton Community Centre, it features a sports field, ball diamond, two basketball courts and a rolling landscape with intersecting pathways and a recently upgraded playground. An existing kinetic public art piece entitled *Spotty the Dog* by artist Douglas Taylor is situated on the south east end of the park, adjacent to the Hamilton Fire Hall.

ARTIST OPPORTUNITY

The concept for the legacy artwork will be informed by an artist-led consultation with a diverse, multi-generational community. Opportunities exist for the artist to engage children, youth, adults and seniors at Hamilton Community Centre, located at 5140 Smith Drive.

The aims of the Hamilton community public art project:

- Create a legacy artwork in McLean Park, which may include functional elements such as seating and way finding.
- Develop and implement an engaging consultation process for adults, youth and seniors to contribute and inform the final artwork. This may include artist-led participatory workshops, hands-on activities and/or digital communication strategies.
- Foster connection and dialogue between community members.
- Create a final artwork that is low maintenance. The artwork should also include strategies to deter graffiti.
- The artist or artist team will be required to create and maintain an artist blog to communicate and document the process and art project.

Partner Profile A

Hamilton
Community
Association at
McLean Park

SCOPE OF WORK

The selected artist will develop and lead a maximum of five (5) workshops, public engagement events or consultation meetings to determine a shortlist of artwork opportunities including artwork type and location. The artist will develop up to three (3) concepts for legacy artworks to be presented to City staff and the Hamilton Community Association. A preferred concept will be selected and the artist will continue to develop the concept for implementation stages, including production or fabrication. The costs associated for installation of the artwork will be the responsibility of the City of Richmond.

LOCATION

Artists will be required to work with representatives from the Hamilton Community Association and City staff to determine the location of the artwork in the park. Opportunities exist for surface applications on the pedestrian pathways. Artists are encouraged to visit the park to understand scale, site, context and topography of the site. Please refer to Figure 1.

BUDGET

The project budget for this opportunity is \$20,000 CAD and is inclusive of up to five (5) community engagement consultations, consultation processes and any additional artist expenses including but not limited to artist fees, materials, production, fabrication, professional consultant fees, photography, artist insurance and applicable taxes, excluding GST. Costs associated with installation of the artwork will be the responsibility of the City of Richmond.

PROJECT TIMELINE

Finalist Notifications:

October 30, 2017

2nd Stage Interviews:

Thursday, November 16, 2018, 5:30-8:30pm,

Richmond City Hall, 6911 No.3 Road*

Project Start:

January 2018

Completion:

June 2017

*Artists applying for this opportunity are asked to reserve this date in their calendar.



Figure 1. McLean Community Park showing possible locations for artwork.



COMMUNITY DESCRIPTION

Minoru Arenas is located in the heart of Richmond at 7551 Minoru Gate, part of Minoru Park, which includes the Richmond Cultural Centre, Richmond (Brighouse) Library, Minoru Place Activity Centre and Minoru Aquatic Centre. The arena is home to the Junior "B" Richmond Sockeyes of the Pacific International Junior Hockey League, Connaught Skating Club and Richmond Lacrosse Association. The facility boasts two regulation size rinks (200' x 85') and offers ice from September to April and dry floors from April to August. Facility amenities include eight dressing rooms, a meeting room, Time Out Café, skate and helmet rentals. Minoru Arena is wheelchair accessible and can seat up to1,400 spectators. For larger events, the Arena offers 17,000 square feet of dry floor space.

ARTIST OPPORTUNITY

The selected artist will work with community representatives and City staff to develop proposals for artworks to be digitally reproduced and applied to concrete pillars inside the arena. Refer to Figure 2. The artwork will aim to recognize the history of the Minoru Arena in Minoru Park, community user groups and its significant contribution in supporting athletes, sports and fitness programs in Richmond. The artist will consult with resident sport groups, explore the City's archives and invite community members to share stories or memorabilia to inform the artwork.

Artists with interdisciplinary practices across a range of media are encouraged to apply including photography, digital new media and illustration, printmaking and painting, just to name a few. The work will be visibly accessible to the public and allow visitors and community members to connect with the past, engage with the present and look forward to the future.

The aims of the Minoru Arenas community public art project:

- Capture the history of the Minoru Arena including its relationship to Minoru Park.
- Honour the past contributions of user groups and community members
- Encourage interaction and mixing between different cultural groups throughout the community engagement process.
- Create an engaging conduit for a diverse cultural community to participate and inform the artwork concept.
- Encourage and support artistic practices which foster individual expression, dialogue, ownership and celebration of the artwork that will leave a physical legacy in the community.
- The artist or artist team will be required to create and maintain an artist blog to communicate and document the process and art project.

Partner Profile B

Minoru Arenas in Minoru Park

SCOPE OF WORK

The selected artist will be required to develop and lead a maximum of five (5) public engagement activities or consultation meetings. It is the expectation that the artist will take the collected or contributed material from community members to inform the artwork(s) concept development. The artist will then develop up to three (3) concept proposals to be presented to City staff and the Richmond Arenas Community Association. It is the intention that a preferred concept will be selected and the artist will continue to develop the concept for implementation phases.

Artists will have scheduled access to the amenity spaces available at the Minoru Arena to lead workshops or public engagement activities with community members and user groups. A storage locker can be provided for the artist to keep materials and/or equipment on site.

LOCATION

The artwork will be installed inside the arena and will be digitally reproduced and applied to concrete pillars by a contracted specialist printer and installer. There are a total of 22 concrete pillars located around the perimeter of the main arena. The artwork will cover all visible surfaces of the pillar. Please refer to Figure 2.

BUDGET

The project budget for this opportunity is \$10,000 CAD and is inclusive of community engagement activities, materials for engagement activities, administration, artist fees for concept and detailed artwork design, photography documentation, artist insurance and applicable taxes, excluding GST. The costs for production, printing and installation will be provided by the Richmond Arenas Community Association.

PROJECT TIMELINE

The selected artist must complete all work by December 2018. Installation of the art wraps must occur between June to August 2018.

Finalist Notifications: November 6, 2017

2nd Stage Interviews: Tuesday, November 14, 2017, 5:30-8:30pm,

Richmond City Hall, 6911 No.3 Road*

Project Start: January 2018

Completion: August 2018

*Artists applying for this opportunity are asked to reserve this date in their calendar.



Figure 2. Example of concrete pillar in Minoru Arena. A total of 29 pillars.



COMMUNITY DESCRIPTION

Britannia Shipyards National Historic Site is an authentic and rare representation of a once thriving community of canneries, boat yards, residences and stores. The City of Richmond works with the Britannia Heritage Shipyard Society and dedicated volunteers to preserve and restore the shipyard and surrounding buildings as an active wooden boat centre and waterfront park. The site welcomes visitors to tour the oldest shipyard buildings in British Columbia, observe ongoing boat restoration projects and experience a bygone time when fishing and boatbuilding were flourishing industries on the Fraser River.

Many of the buildings date back to 1885 and tell the stories of multi-ethnic residents and workers at the Britannia Cannery and Britannia Shipyards: Chinese, European, First Nations and Japanese. This collection of buildings was designated a National Historic Site in 1992.

The aims and scope of the Britannia Shipyards Artist in Residency:

- Engage an artist or artist team with an interdisciplinary and performance-based art practice. Artists may have practices in performance, dance, new media art, sculpture, visual arts, writing/storytelling and filmmaking, just to name a few.
- Support artistic projects which foster historical consciousness of an individual's sense of cultural identity through creativity and selfexpression.
- Encourage interaction and social connections between diverse cultural groups in the artist conception and/or making of the artwork.
- Creating artwork that will encourage understanding, foster cultural awareness and celebrate inter-cultural relationships within Richmond.
- Bring to light the meaningful historical personal stories of the people who lived and worked Britannia.
- The artist or artist team will be required to maintain heritage preservation standards when working on Site i.e. not touching or moving artefacts in exhibit spaces; placing drop cloths in programmable spaces when working on artwork etc.
- A maximum of 300 hours of work will be completed by the selected artist or artist team including public engagement activities, administration, preparation and production from January – December, 2018.
- An artist or artist team will be available from May 1 September 30^o 2018 to facilitate or present six public programs for Doors Open, Rivers to Oceans Week, Ships to Shore, Maritime Festival, Culture Days and an artist talk.
- The artist will create and maintain an artist blog to communicate and document the process and work created during the artist residency.

Partner Profile C

PUBLIC **ART** RICHMOND

call to artists

LOCATION

The Britannia Shipyards National Historic Site is located at 5180 Westwater Drive, Richmond, BC. Artists will have access to the site's meeting and amenity spaces including the Chinese Bunkhouse, Murakami Boatworks and Seine Net Loft (Refer to Figures 3 to 8). Dedicated space for storage of artist materials and equipment is available. Other spaces for the production or presentation of artist projects will be determined while working with staff as the residency evolves.

BUDGET

The project budget for this opportunity is \$10,000 CAD and is inclusive of community engagement activities, consultation processes and any additional artist expenses including but not limited to artist fees, materials, production, fabrication, consultant fees, installation, photography, artist insurance and applicable taxes, excluding GST. Artists will be required to submit a detailed budget once the artist's scope of work is approved during the contract phase.

PROJECT TIMELINE

Finalist Notifications: November 2017

2nd Stage Interviews: Wednesday, November 1, 2017, 5:30-8:30pm,

Richmond City Hall, 6911 No.3 Road*

Duration: January - December 2018

*Artists applying for this opportunity are asked to reserve this date in their calendar.

Additional information (hyperlinks below)

- Britannia Heritage Shipyard Society
- City of Richmond Public Art Program
- A Capture of Memories: The Murakami Family at Britannia (2015)
 Richmond Mobile Apps: Britannia Shipyards



Figure 3. Chinese Bunkhouse program space.



Figure 4. Chinese Bunkhouse kitchen facilities.



Figure 5. Murakami Boatworks program space with double doors facing the boardwalk



Figure 6. Seine Net Loft program space for educational outreach



Figure 7. Outdoor theatre and performance area with stepped seating



Figure 8. Seine Net Loft outdoor deck area with water views

Hamilton Community Association, McLean Park, Community Public Art Project

Artist Concept Proposal – Donald Gunn, Bryn Finer and Eben Finer

We propose a large, but realistic sculpture of a creature that is or was once found in Richmond. It is our intention to create a meaningful piece of public art for the Hamilton Community Association, McLean Neighbourhood Park that will have educational value and social relevance for that community.

This sculpture will serve to honor the wildlife that once thrived in the now densely populated City of Richmond. A simple information panel mounted on the supporting post will explain the biology and life cycle of the creature, its habitat requirements and where it might still be found. It is interesting to note that what is good for an animal is also generally good for people and it is our intention that this piece of civic art will encourage the residents of Richmond to understand the rich natural heritage of Richmond, cherish their remaining green spaces and help conserve and enhance what is still there.

This will be a unique sculptural piece that will be made from durable fiberglass and welded aluminum. It is our intention to run a series of workshops in the local schools and/or the local community centre to engage local residents in establishing the most appropriate sculptural form for this project.

Artist Team

Bryn Finer, Donald Gunn and Eben Finer are a collaborative artist team from Salt Spring Island. They combine their professional skills and experience in architecture, design and fabrication services to create engaging interpretive exhibition designs and sculptures. They have worked with Kwisitis Centre; Pacific Rim National Park Reserve; Uclulet, BC; Waterton Lakes National Park and Science World at Telus World of Science.

Bryn Finer Studios - Examples of Past Work



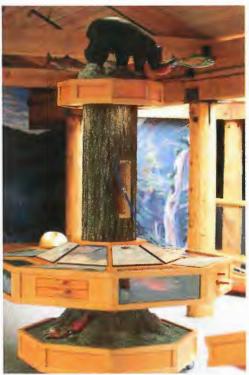


Figure 3 and 4 – Bear sculpture, Waterton Lakes and Salmon Grows in Trees Exhibit, Kwisitis Centre, Pacific Rim National Park Reserve, Uclulet, B.C.



Figure 5 - Giant fiberglass slug play structures Kwisitis Centre, Pacific Rim National Park Reserve, Uclulet, B.C.

Minoru Arenas Community Public Art Project

Artist Concept Proposal – Faith Moosang

In both my artistic and curatorial practices I find myself constantly returning to three major threads: archives, research and personal history. These three threads, along with my previous experience in creating Public Artworks, situates me to make the most of the Minoru Arenas Artist Opportunity, with its emphasis on history, the archives and cross-cultural community engagement.

As laid out in the Call, my intention is to "consult with resident sport groups, explore the City's archives and invite community members to share stories" or photographs to inform the artwork. Also, as laid out in the Call, I will create and maintain a website dedicated to the process and outcome of the project.

Obvious themes to pursue would be the history of sporting in Richmond and the specific historical iterations of the Minoru Arena site. However, from past experience I know that a complete focus on this place and this history often excludes new immigrant experience. My dream of dreams would be to find sporting enthusiasts who have photograph albums documenting their relationship to sports in their country of origin. As to those pillars, there is also something compelling about their upside-down hockey stick shape and their regimental configuration. The pillars also suggest the necks of horses—perhaps the ones who churned up the soil of the Minoru Park track so very long ago.

Artist Bio

Faith Moosang is a photo graphic artist who has amassed a large collection of vernacular photography that includes photo albums numbering in the hundreds, numerous home movies, slide collections and other ephemera related to the domestic sphere and the remembrance of family. She is currently creating a work about the empire of media, dirty money and the amassing of classical statuary, based on a slide collection created by an unknown tourist who visited Hearst Castle in the 1960s.

Faith Moosang - Examples of Past Work



Figure 1. Faith Moosang and Deanne Achong, *Underwater Chinatown*, 2016, https://underwaterchinatown.com, Interactive Website, Cinevolution Media Society



Figure 2. Faith Moosang, down.town., 2015, Large-scale Photographic Mural, Vancouver, BC.

Britannia Artist in Residence - Community Public Art Project

Artist Concept Proposal – ARTCI, Artist Collective

ARTCI's intent in partnering with Britannia Shipyards National Historic site is to provide the Richmond community with a greater sense of self, identity, community and place through learning and participating in a diverse art making experience.

We propose a series of activities and workshops to engage diverse and multi-generational audiences and artists in creative dialogue, participation and awareness of their communities past, present and future. Workshops and performances will be accessible to all and invite Richmond's diverse cultural, creative and community groups to participate. We aim to weave the content of historical documents and personalities into every aspect of the work as we strive to create "a day in the life at the shipyards" through the lens of the past as well as the present. Many of the workshops leading up to events could take place on site at Britannia or at other Richmond locations. Our team of artists propose a project that includes:

- Drama/Storytelling and Indigenous Insights/Creative Writing: Public drama workshops will be set up and various community, cultural and school groups will be approached to participate.
- Video and Blog: To compliment the drama segment, the ARTCI video team will record and edit some of the actors performing in their roles, speaking to their experience working at Britannia.
- Visual Art: The visual Art component fuses the past with the present through map art. Public engagement workshops will invite people to explore a conceptual base map of polyethylene fabric prepped with acrylic medium. The map layers will reference culture surrounding personal stories, language, and memorabilia of the shipyard community.

Artist Team

Artists Rendering Tales Collective Inc. (ARTCI) is composed of a group of professional artists from a variety of disciplines who recognize the benefits a diversified artistic team brings to public art and community engagement projects. The collective formed in 2015 and features visual, drama, creative writing, video, photography, multi-media, storytelling and Indigenous artists who collaborate with community partners to bring more art and artists to the public under one umbrella organization. Members of the collective include Brunella Batista, Shelley MacDonald, Roy Mulder, Lori Sherritt-Fleming, Karen J. Myskiw, Trade Mae Stewart and Mary Jane Doe.

ARCTI- Artist Collective Examples of Past Work



Figure 1. Artists Rendering Tales Collective Inc, Coquitlam's Historical Characters, 2016, Coquitlam, Theatre



Figure 2. Artists Rendering Tales Collective Inc., Coquitlam's Historical Characters, 2016, Coquitlam; Theatre



Report to Committee

To:

Parks, Recreation and Cultural Services

Date:

November 30, 2017

Committee

From:

Serena Lusk

Interim Director, Parks and Recreation

File:

01-0370-20-003/2017

Vol 01

Re:

Recreation and Sport Strategy Focus Areas

Staff Recommendation

1. That the 2018-2023 Recreation and Sport Strategy Focus Areas, as detailed in the staff report titled "Recreation and Sport Strategy Focus Areas," dated November 30, 2017, from the Interim Director, Parks and Recreation, be approved.

2. That the Focus Areas, as described in the staff report titled "Recreation and Sport Strategy Focus Areas," dated November 30, 2017, from the Interim Director, Parks and Recreation, be used to guide the development of the 2018-2023 Recreation and Sport Strategy and that staff bring the 2018-2023 Recreation and Sport Strategy to Council for approval in 2018.

Serena Lusk

Interim Director, Parks and Recreation

(604-233-3344)

Att. 1

REPORT CONCURRENCE				
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER		
Arts, Culture & Heritage Community Social Development	<u> </u>	he Eneg		
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:	APPROVED BY CAO		
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Staff Report

Origin

The 2018-2023 Recreation and Sport Strategy is currently being prepared, and a relationship-based and holistic approach is being taken to enrich recreation and sport opportunities for Richmond residents. Recreation plays a vital role in providing services to the community that allow for physical, social, intellectual and creative activities. By encouraging physical activity, providing opportunities for creative, social and intellectual expression, recreation and sport contribute to building healthy, livable and strong communities.

The purpose of this report is to outline the stakeholder engagement process for the 2018-2023 Recreation and Sport Strategy, describe the proposed focus areas, and present the next steps for preparing the strategy.

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

Continue the development and implementation of an excellent and accessible system of programs, services, and public spaces that reflect Richmond's demographics, rich heritage, diverse needs, and unique opportunities, and that facilitate active, caring, and connected communities.

This report supports Council's 2014-2018 Term Goal #5 Partnerships and Collaboration:

Continue development and utilization of collaborative approaches and partnerships with intergovernmental and other agencies to help meet the needs of the Richmond community.

5.2. Strengthened strategic partnerships that help advance City priorities.

This report supports Council's 2014-2018 Term Goal #9 A Well-Informed Citizenry:

Continue to develop and provide programs and services that ensure the Richmond community is well-informed and engaged on City business and decision making.

Analysis

Background

The impetus for the Recreation and Sport Strategy began with the development of the 2005-2015 Parks, Recreation and Cultural Services Master Plan, which is now outdated. Recommendations within the Master Plan provided direction for the development of the 2010-2015 Sport for Life Strategy, the 2010-2015 Community Wellness Strategy, and both the 2009 and 2015 Community Needs Assessments. Both the Wellness Strategy and Sport for Life Strategy were developed and implemented, and are now in need of updating. Building on the success of these two strategies

and incorporating learnings from the 2015 Community Needs Assessment, the new 2018-2023 Recreation and Sport Strategy will have a broader focus, including all aspects of the Recreation and Sport Department including: indoor and outdoor recreation, arenas, aquatics, fitness and wellness, and sport. The new strategy will include an update of the necessary aspects of the Sport for Life Strategy, with a continued focus on physical literacy and commitment to the Sport for Life Model for recreation and sport delivery. Overall, the Recreation and Sport Strategy is building on the planning directions outlined in the other related strategies mentioned.

In order to confirm that the 2018-2023 Recreation and Sport Strategy is aligned with the other strategies, and reflective of Richmond's growing community needs, focus areas have been developed following an extensive stakeholder engagement, as well as the analysis of data collected from stakeholders.

Stakeholder Engagement

The 2018-2023 Recreation and Sport Strategy stakeholder engagement included internal and external stakeholder workshops and interviews. The project started in the spring of 2017 with extensive background work that informed the internal and external stakeholder workshops and interviews. The main focus of the stakeholder engagement was to ascertain the needs of Richmond residents as they relate to recreation and sport services and programs, and what residents need in order to increase their participation in recreation and sport.

Internal and External Stakeholder Workshops

Internal stakeholder engagement began in April 2017, which consisted of workshops with the Recreation and Sport Strategic Advisory Committee and City staff. The intention of these workshops was to gather specific insights and knowledge from the unique perspectives of leaders in recreation and sport. The Recreation and Sport Strategic Advisory Committee consists of stakeholders who are both representative of Richmond residents, and are also leaders who possess a particular area of expertise in community recreation, aquatics, arena services, fitness and sport. Stakeholders include a mixture of individuals who represent community associations, sport groups, and City recreation facilities, all of whom bring a holistic perspective to recreation and sport in Richmond. A detailed list of members can be found in Attachment 1.

As part of the internal stakeholder engagement, two workshop sessions were held with the Recreation and Sport Strategic Advisory Committee, and three workshop sessions were conducted with a range of City staff, including staff from Recreation and Sport, Community Social Development, Arts, Culture and Heritage, Parks Services, and the Richmond Olympic Oval.

In September 2017, external stakeholder workshops were held with community associations and societies, including seniors and fitness, as well as indoor and outdoor recreation and sport groups in Richmond. Invitations were sent to approximately 60 different groups. Board members of the community associations, community societies, and recreation and sport groups were invited to attend the workshop sessions. They were able to share their expertise and insights in relation to recreation and sport for Richmond residents. In addition, an online survey was sent to all recreation and sport groups, community associations, and community societies for distribution to

their members. The stakeholder workshops resulted in meaningful discussions and valuable input. In addition, interviews were conducted with other organizations who were able to provide specialized knowledge of certain aspects of recreation and sport. A detailed list of the stakeholders invited can be found in Attachment 1.

Stakeholder Engagement Results

The feedback that was received from the internal and external stakeholder workshops was summarized and synthesized into key findings. The following table summarizes the stakeholder engagement results:

Internal and External Stakeholder Workshop Summary

Key themes identified:

- Access to Programs and Services the importance for recreation and sport opportunities to be inclusive, welcoming, and accessible in order for everyone to participate regardless of age, ability, gender, income, language and ethnicity;
- Awareness and Education the need to improve awareness and knowledge of the opportunities and benefits of recreation and sport;
- **Physical Literacy** the need to strengthen physical literacy which is the motivation, competence, and confidence to engage in physical activity for life;
- **Built and Natural Environment** the need for healthy neighbourhood design and transportation networks which enhances recreation and sport;
- Social Connectedness and Belonging social and cultural connectedness though recreation and sport amenities and opportunities at a neighbourhood level;
- Collaborations and Partnerships formal partnerships to expand the reach and impact of recreation and sport;
- **Volunteers** the need to support the recruitment, development, and retention of recreation and sport volunteers;
- **Technology** the need to capitalize on the use of technology to motivate participation in recreation and sport; and
- Connection to Nature the need to encourage recreation and sport opportunities in natural environments.

Recreation Framework

In 2015, Council supported the Framework for Recreation in Canada, titled Pathways to Wellbeing: A Framework for Recreation in Canada 2015, which provides the following renewed and holistic definition for recreation:

Recreation is the experience that results from freely chosen participation in physical, social, intellectual, creative and spiritual pursuits that enhance individual and community wellbeing.

As per the definition of recreation in the *Framework for Recreation in Canada*, a holistic approach to recreation is being taken in the development of the 2018-2023 Recreation and Sport Strategy. Recreation at the community level includes, but is not limited to, physical activity, sport, arts and culture, and as outlined in the definition, results from "participation in physical, social, intellectual, creative and spiritual pursuits that enhance individual and community wellbeing". Throughout the development of the 2018-2023 Recreation and Sport Strategy, the approach to recreation has been inspired by the 'Framework for Recreation in Canada', and further informed by the extensive stakeholder engagement which took place earlier this year.

Recreation and Sport Strategy 2018-2023 Focus Areas

The purpose of the focus areas is to provide a clear set of high level outcomes for the 2018-2023 Recreation and Sport Strategy. Action items will be developed for each of the seven focus areas.

Focus Areas:

1. Awareness and Understanding:

Richmond residents understand the opportunities and benefits of participation in recreation and sport.

2. Engaged Community:

Recreation and sport opportunities are accessible, inclusive and support the needs of a growing and diverse population in Richmond.

3. Physical Literacy and Sport for Life:

Richmond residents have the fundamental movement skills, competence, confidence and motivation to move for a lifetime.

4. Active People and Vibrant Places:

Natural and built environments within neighbourhoods in Richmond encourage connectedness and participation in recreation and sport.

5. Connectedness to Nature:

Richmond residents enjoy opportunities to connect with nature.

6. Community Capacity-Building:

Collaborations, partnerships and volunteerism are strengthened to expand the reach and impact of recreation and sport in Richmond.

7. Technology and Innovation:

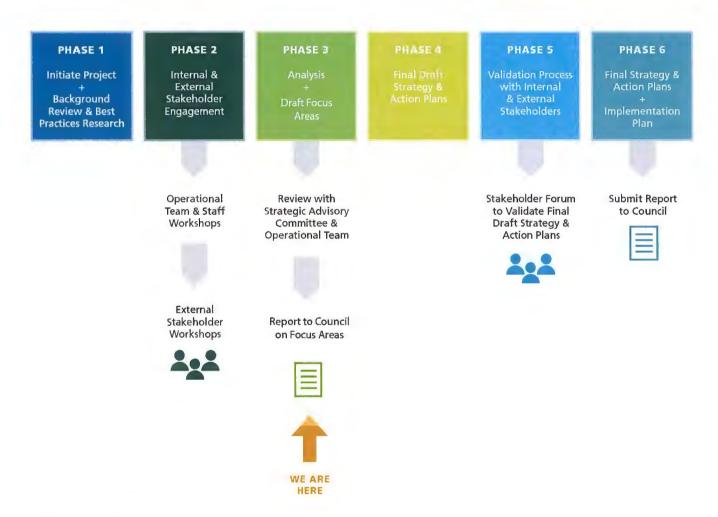
Technology and innovative ideas connect and inspire Richmond residents to participate in recreation and sport.

Next Steps

Pending Council's adoption of the Recreation and Sport Strategy Focus Areas, the development of action plans as well as an evaluation framework will be undertaken. This process will result in a draft 2018-2023 Recreation and Sport Strategy. The draft Strategy will then be presented to

internal and external stakeholders through a drop-in style open house. The final 2018-2023 Recreation and Sport Strategy will then be developed and presented to Council for adoption in the spring of 2018.

The diagram below provides a summary of the development process for the 2018-2023 Recreation and Sport Strategy. Staff are currently in Phase 3, that of analysis and focus area development and validation by the Strategic Advisory Committee and presentation to City Council.



Financial Impact

Funding of \$50,000 for the Recreation and Sport Strategy was approved by Council in 2015, as a one-time additional level. The project was postponed until 2017. It is currently being developed in conjunction with the Community Wellness Strategy, thereby realizing synergies in the budget and project findings.

Conclusion

A relationship-based approach to improve recreation and sport opportunities for Richmond residents has resulted in the design of an extensive stakeholder engagement process, which has helped to identify the aspects of recreation which are integral for Richmond residents to thrive. These key aspects have been summarized in the focus areas, and upon adoption by Council, will guide the action plans and evaluation framework to form the 2018-2023 Recreation and Sport Strategy.

Suzanna Kaptur Research Planner 2 (604-233-3321)

Att. 1: Detailed List of Stakeholders Engaged During the 2018-2023 Recreation and Sport Strategy Development Process



Detailed List of Stakeholders Engaged During the 2018-2023 Recreation and Sport Strategy Development Process

Community Services

Last updated: November 30, 2017

RECREATION AND SPORT STRATEGIC ADVISORY COMMITTEE STAKEHOLDERS		
Aquatic Services Board		
City Centre Community Association		
City Centre Community Centre		
City of Richmond Aquatic Services		
City of Richmond Sport and Community Events Services		
East Richmond Community Association		
Richmond Arenas Community Association (RACA)		
Richmond Fitness and Wellness Association (RFWA)		
Richmond Sports Council		

CITY STAFF OPERATIONAL TEAM STAKEHOLDERS		
Aquatic Supervisor		
Arts Programmer		
Community Development Coordinator (Association)		
Community Facilities Coordinator, Arenas		
Community Facilities Coordinator, Minoru Place Activity Centre		
Community Facilities Coordinator, Thompson Community Centre		
Coordinator, Parks Programs		
Coordinator, Parks Programs – Sports		
Educational Programs Coordinator		
Manager, Fitness and High Performance (Oval)		
Marketing Assistant		
Program Manager, Community Sport (Oval)		
Sport Hosting Manager (Oval)		
Volunteer Development Coordinator		
Youth Coordinator, Steveston Community Centre		



COMMUNITY ASSOCIATIONS STAKEHOLDERS		
City Centre Community Association		
East Richmond Community Association		
Hamilton Community Association		
Minoru Seniors Society		
Richmond Fitness and Wellness Association		
Sea Island Community Association		
South Arm Community Association		
Steveston Community Society		
Thompson Community Association		
West Richmond Community Association		

INDOOR SPORTS STAKEHOLDERS
Air Attack Volleyball
Aquatic Services Board
Connaught Skating Club
Dynamo Fencing Club
Karate Go Ju Ryu Steveston
Kyokushin Karate
Pacific Wave Synchronized Swim
Richmond Arenas Community Association
Richmond Badminton Club
Richmond Ball Hockey
Richmond Cosom Floor Hockey
Richmond Curling Club
Richmond Gymnastics Association
Richmond Kigoos Swim Club
Richmond Minor Hockey
Richmond Rapids Swim Club
Richmond Ravens
Richmond Ringette
Seafair Minor Hockey
Steveston Athletic Club (triathletes)
Steveston Judo Club
Steveston Kendo Club
Ultra Rhythmics Gymnastics

OUTDOOR SPORTS STAKEHOLDERS	
Adult Soccer	
BC Chinese Soccer	
BC Christian Soccer	
Chinese Soccer / 'Soccer Link'	
Indoor Sports	
Masters (55+) Soccer	
Men's Baseball	
Richmond City Baseball	
Richmond Cricket Club	
Richmond Field Hockey	
Richmond Field Lacrosse	
Richmond Girls Softball	
Richmond Kajaks Track and Field Club	
Richmond Lawn Bowling	
Richmond Minor Football League	
Richmond Regional Soccer League	
Richmond Rowing, Paddling, Dragon Boating	
Richmond Rugby Club	
Richmond Senior Men's Fastball	
Richmond Senior Mixed Slo-Pitch League	
Richmond Senior Soccer	
Richmond Sports Council	
Richmond Summer 6 aside Soccer	
Richmond Tennis Club	
School District 38	
Youth Soccer – Boys	
Youth Soccer – Girls	

OTHER SPORT GROUP STAKEHOLDERS

Canadian Association for the Advancement of Women and Sport and Physical Activity (CAAWS)

Kids Sport BC

Pacific Sport

Promotion Plus (Oval)

Sport for Life Society

OTHER STAKEHOLDERS

Immigrant Services Society

Richmond Centre for Disability

Richmond Children First

Richmond Multicultural Community Services

Richmond School District 38 – District Administrator (Learning Services)

Rick Hansen Foundation Inclusive Design Specialist

Vancouver Coastal Health (Richmond) – Community and Family Health



Report to Committee

To: Parks, Recreation and Cultural Services

Interim Director, Parks and Recreation

Date: November 28, 2017

Committee

From: Serena Lusk

File: 06-2

06-2050-20-SCC/Vol

01

Re:

Public Engagement Plan for the Steveston Community Centre Concept

Design

Staff Recommendation

- 1. That the Public Engagement Plan described in the staff report titled "Public Engagement Plan for the Steveston Community Centre Concept Design," dated November 28, 2017, from the Interim Director, Parks and Recreation, be received for information;
- 2. That the Steveston Community Centre Concept Design Guiding Principles as described in Attachment 1 of the staff report titled "Public Engagement Plan for the Steveston Community Centre Concept Design," dated November 28, 2017, from the Interim Director, Parks and Recreation, be approved.

Jevena.

Serena Lusk Interim Director, Parks and Recreation (604-233-3344)

Att. 2

REPORT CONCURRENCE				
ROUTED TO: CONCURRENCE		CONCURRENCE OF GENERAL MANAGE		
Project Development	Ø	he Eneg		
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	Initials:	APPROVED BY CAO		

Staff Report

Origin

On December 12, 2016, Council approved the Advanced Planning and Design for Major Facilities Projects, including the Steveston Community Centre, subject to funding being approved as part of the 2017 Capital Budget. The budget request for the advanced planning and design was subsequently approved on December 12, 2016.

The purpose of this report is to provide more detailed information on the Engagement Plan for the Concept Design, and to seek approval of the Steveston Community Centre Concept Design Guiding Principles that have been developed to guide and inform the project.

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

Continue the development and implementation of an excellent and accessible system of programs, services, and public spaces that reflect Richmond's demographics, rich heritage, diverse needs, and unique opportunities, and that facilitate active, caring, and connected communities.

- 2.1. Strong neighbourhoods.
- 2.3. Outstanding places, programs and services that support active living, wellness and a sense of belonging.

This report supports Council's 2014-2018 Term Goal #6 Quality Infrastructure Networks:

Continue diligence towards the development of infrastructure networks that are safe, sustainable, and address the challenges associated with aging systems, population growth, and environmental impact.

- *6.1. Safe and sustainable infrastructure.*
- 6.2. *Infrastructure is reflective of and keeping pace with community need.*

This report supports Council's 2014-2018 Term Goal #9 A Well-Informed Citizenry:

Continue to develop and provide programs and services that ensure the Richmond community is well-informed and engaged on City business and decision making.

- 9.1. Understandable, timely, easily accessible public communication.
- 9.2. *Effective engagement strategies and tools.*

Analysis

Concept design is an iterative and involved process to bring the design to a point where program, location, preliminary floor plans, form/character and site orientation are established. Council

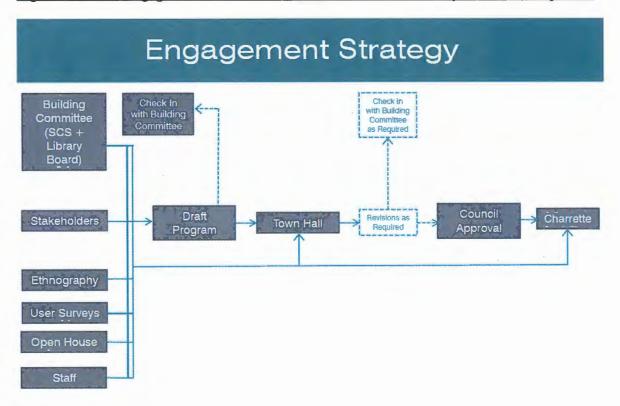
will be provided updates leading to the presentation of formal concept options and high level budgeting for consideration.

Fundamental to the concept design process is an extensive public engagement program to ensure the building program and facility plan best meets the current and future needs of the community. The purposes of the engagement plan are as follows:

- 1. To ensure the building program and programming meet the needs of the general public and specific stakeholder groups;
- 2. To ensure that, given the expected fifty-year or more lifespan of the facilities, the long-term needs of the community are considered in the development process;
- 3. To ensure the development process for the facilities is transparent and provides opportunity for input into decision making where appropriate; and
- 4. To ensure the public is informed, engaged, and excited about the benefits to the community of the facility.

Consultation and engagement in the planning process will include both ongoing and periodic involvement from the public. Staff anticipates engaging the community at many junctures throughout the process using a wide variety of methods, as outlined in Figure 1 below:

Figure 1: Public Engagement Overview for the Steveston Community Centre Concept Plan



The Steveston Community Centre Concept Design Building Committee (Building Committee) is a key stakeholder and will be consulted at several milestones throughout the process. As in other facility design processes (e.g., City Centre Community Centre and Hamilton Community Centre expansion), the Society('s) associated with the operation of the programs and services were invited to work closely with City staff throughout the project. The Building Committee is to provide advice, input, and feedback from a stakeholder perspective in relation to the development of the functional space program, facility layout and site evaluation.

As this facility includes a broad range of services, including community recreation, seniors, youth, fitness and library, the Building Committee will be made up of representatives identified by both the Steveston Community Society and the Richmond Public Library Board.

The planned methodology and expected timing of each engagement is detailed in Table 1, Public Engagement Plan as follows:

Table 1: Public Engagement Plan

ENGAGEMENT/ COMMUNICATION METHOD DESCRIPTION		EXPECTED TIMING		
Building Committee – Steveston Community Society and Richmond Public Library Board	A Building Committee with representatives from both the Steveston Community Society and the Richmond Library Board has been established. This Building Committee will provide input throughout the process to ensure the proposed program and concept reflects the needs of the community.	Kick off meeting held November 20, 2017. Meetings to be held at key points through the process.		
Individual Interviews – Steveston Community Society and Richmond Public Library Board	Each member of the Steveston Community Society and the Richmond Library Board will be interviewed to allow each person to voice ideas and concerns, ensuring each individual has input into the program.	December 2017		
Individual Interviews – Steveston Community Centre and Library Staff	Key staff from both the Steveston Community Centre and the Steveston Branch Library will be interviewed to allow each person to voice ideas and concerns, ensuring each individual has input into the program.	December 2017		

ENGAGEMENT/ COMMUNICATION	DESCRIPTION	EXPECTED TIMING	
METHOD			
Meetings with Steveston Community Society and Richmond Public Library Board	Following the individual meetings with members, the findings will be compiled and then presented back to the groups as a whole. The intent of these meetings is to share findings and develop consensus among the groups regarding program priorities.	December 2017/ January 2018	
Stakeholder Consultation and Meetings	Direct consultation and meetings will provide opportunities for stakeholder groups, such as the Steveston Martial Arts Centre User Groups, Steveston Historical Society, and the Richmond Centre for Disability, to provide input and receive and share information. A complete list of the groups to be consulted is provided in Attachment 2, Stakeholder Groups to be Consulted. The intent is to reach a broad representation of the community, including children and youth. These groups will also be invited to attend all public consultation opportunities associated with the	January 2018	
	process.		
Ethnographic Interviews	A rigorous screening process will lead to the selection of 10 diverse households from the community who will be recruited and interviewed for two hours in their own homes.	January 2018	
	This method of engagement is unique and used to get a deeper understanding of people's needs, opening the door for more		

ENGAGEMENT/ COMMUNICATION METHOD	DESCRIPTION	EXPECTED TIMING	
	possibilities and opportunities in the development of the program. It has been found an effective tool for reaching the hard to reach. This is the first time that this technique has been used in the City.		
Let's Talk Richmond	A survey will be distributed through the facility and on Let's Talk Richmond to gain input from the general public.	January 2018	
Open House	An open house will be held to present the draft program to the general public. It is an opportunity to inform the public of progress to date and to elicit ideas and feedback on the draft program.	March 2018	
Design Charette – 3 days	A three day design charette will be held where stakeholders and the public are invited to participate in the design process.	Following approval of the program by Council, June 2018.	
	The Building Committee and key stakeholders are invited to join the architects each morning to work on the layout of the building components. The architects then refine work each afternoon, presenting a draft design option for consideration and review by the general public at the end of each day.		
	The end result is three viable options vetted by the Building Committee, stakeholder groups, and the public.		
Best Practices Tours	Staff and the Building Committee will visit facilities in the lower mainland, as well as via virtual tour presentations, to learn from others and see best practices in action.	July 2017 and December 2017	

ENGAGEMENT/ COMMUNICATION METHOD	DESCRIPTION	As required and determined by the Project Team and/or Council.	
Public Meetings of Committee and Council	Reports related to the project will be brought forward to the Parks, Recreation and Culture Committee, and then forwarded to Council. The public will have access to open agendas and the opportunity to delegate at these meetings.		
Translation	When appropriate, communication documents and other facets of the consultation will be translated into one or more languages, other than English, to allow greater accessibility.	As required.	
Promotions via print and social media	All public engagement opportunities, including Town Halls, surveys on Let's Talk Richmond, and design charettes, will be widely publicized via print and social media to ensure the widest audience possible is aware and engaged in the design process.	As required.	
Direct promotions	Email and direct mail will be used to invite stakeholders and neighbours of the park to engagement sessions as required.	As required.	

Next Steps

Implementation of the engagement plan will continue in the New Year with anticipated completion in the late Spring of 2018. Several reports will be brought to Council in 2018 at key milestones in the project. A final report including concept options and costing is expected to be brought forward for Council consideration in the Fall of 2018.

Financial Impact

The costs associated with the Public Engagement Plan are included in the already approved 2017 Capital Budget for Advanced Planning and Design for Major Facilities Projects.

Conclusion

Engaging the public through a variety of avenues including involvement of the Building Committee, stakeholder meetings, and town hall sessions, ensures an open and transparent process. It also ensures that the program and concept design for the Steveston Community Centre meets both current and future community needs, and that the public is informed and engaged in the process.

Elizabeth Ayers

Manager, Community Services Planning and Projects

(604-247-4669)

Att. 1: Steveston Community Centre Concept Design Project Guiding Principles

2: Stakeholder Groups to be Consulted

Attachment 1

Steveston Community Centre Concept Design Project Guiding Principles

1. Be Innovative

Demonstrate creativity and innovation when developing a facility that fully meets the current, and future needs, of the Steveston Community.

2. Be Sustainable

Reflect sustainability principles through all stages of the project:

- i. Financial deliver the project on time and budget, as well plan for financial sustainability of the entire facility during its operation.
- ii. Social ensure decisions are transparent, responsive to community input, and contribute to community development through public engagement.
- iii. Adaptable develop processes and structures which not only meet the needs of current users, but also support the ability of future generations to maintain a healthy community.
- iv. Environmental consider options for construction and operations which deliver exceptional energy management, and respect the natural environment.

3. Be Inclusive

Ensure all aspects of accessibility are considered and that the project reflects the community as a whole.

4. Be a Model of Wellness

Demonstrate that Richmond is a place where individuals feel supported and included; encourage residents to raise families to live happy, healthy, connected and active lives.

5. Be Synergistic

Create synergy among users and uses, and indoor and outdoor spaces, while being sensitive to unique needs.

6. Be Connected

Encourage and develop community connectedness so that users feel a sense of belonging, and that they are in the heart of the community.

7. Be Reflective

Recognize the unique cultural and historical identity of Steveston and ensure this spirit is reflected throughout the project to inspire current and future generations.

Attachment 2

Stakeholder Groups to be Consulted

- Japanese Canadian Cultural Centre User Groups;
- Neighbouring housing complexes The Maples, Bill Rigby Manor and Anavets Housing;
- Richmond Agricultural and Industrial Society;
- Richmond Centre for Disability;
- Rick Hansen Foundation;
- Richmond Public Library Board;
- Richmond School District No. 38 (SD38);
- Sport User Groups;
- Steveston 20/20 Group;
- Steveston Community Society;
- Steveston Historical Society (Museum & Tram);
- Steveston Martial Arts Centre User Groups;
- Steveston Merchants Association;
- Steveston Children & Youth; and
- Vancouver Coastal Health.



Richmond Zoning Bylaw 8500 Amendment Bylaw 9541 (RZ 15-697899) 3735, 3751, 3755 and 3771 Chatham Street

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

- 1. Richmond Zoning Bylaw 8500 is amended by:
 - a. Inserting the following table into the existing table contained in Section 5.15.1:

Zone	Sum Per Buildable Square Foot of Permitted Principal Building
ZMU32	\$4.00

- b. Insert the following into Section 20 Site Specific Mixed Use Zones, in numerical order:
 - "20.32 Commercial Mixed Use (ZMU32) Steveston Village
 - 20.32.1 **Purpose**

The **zone** provides for a combination of commercial, industrial and residential **uses** in the Steveston Village Conservation Area.

20.32.2 Permitted Uses

- animal grooming
- broadcasting studio
- child care
- education
- education, commercial
- government service
- health service, minor
- housing, apartment
- industrial, general
- liquor primary establishment
- manufacturing, custom indoor

- · microbrewery, winery and distillery
- office
- parking, non-accessory
- recreation, indoor
- recycling depot
- restaurant
- retail, convenience
- retail, general
- retail, second hand
- service, business support
- service, financial
- service, household repair
- service, personal
- studio
- veterinary service

20.32.3 Secondary Uses

- boarding and lodging
- community care facility, minor
- home business

20.32.4 Permitted Density

- 1. The maximum floor area ratio is 1.0.
- 2. Notwithstanding Section 20.32.4.1, the reference to "1.0" **floor area ratio** is increased to a higher **density** of "1.2" **floor area ratio** if the **owner** pays into the **affordable housing reserve** the sum specified in Section 5.15.1 of this bylaw, at the time **Council** adopts a zoning amendment bylaw to include the **site** in the ZMU32 **zone**.
- 3. Notwithstanding Section 20.32.4.2, the reference to "1.2" floor area ratio is increased to a higher density of "1.6" floor area ratio if the owner pays into the City's Heritage Trust Account, Steveston Village Heritage Conservation Grant Program the sum of \$213,167 (calculated at \$47/sq. ft. multiplied by the "0.4" floor area ratio density increase from "1.2" to "1.6" floor area ratio multiplied by the lot area less the sum paid into the affordable housing reserve in accordance with Section 20.32.4.2.)
- 4. There is no maximum floor area ratio for non-accessory parking as a principal use.

20.32.5 **Permitted Lot Coverage**

1. The maximum lot coverage is 85% for buildings.

20.32.6 Yards & Setbacks

- 1. The minimum rear yard setback is 6.5 m.
- 2. There is no minimum front yard or side yard setback.

20.32.7 Permitted Heights

1. The maximum **building height** is 12.0 m (not to exceed 3 **storeys**).

20.32.8 Subdivision Provisions/Minimum Lot Size

1. There are no minimum lot width, lot depth or lot area requirements.

20.32.9 Landscaping & Screening

1. **Landscaping** and screening shall be provided according to the provision of Section 6.0.

20.32.10 On-Site Parking

- 1. On-site vehicle and bicycle parking and loading shall be provided according to the standards set-out in Section 7.0 except that:
 - a) Required **parking space**s for residential **use** visitors and non-residential **uses** may be shared.

20.32.11 Other Regulations

- 1. For apartment housing, no portion of the first storey of a building within 9.0 m of the lot line abutting a road shall be used for residential purposes.
- 2. For **apartment housing**, an entrance to the residential **use** or parking area above or behind the commercial space is permitted if the entrance does not exceed 6.0 m in width.
- 3. Signage must comply with the City of Richmond's Sign Bylaw No. 5560, as it applies to **development** in the Steveston Commercial (CS3) **zone**.
- 4. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and the Specific Use Regulations in Section 5.0 apply."
- 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 "COMMERCIAL MIXED USE (ZMU32) – STEVESTON VILLAGE".

P.I.D. 011-483-041

Lot 7 Block 22 Section 3 Block 3 North Range 7 West New Westminster District Plan 249

P.I.D 011-483-016

Lot 5 Block 22 Section 3 Block 3 North Range 7 West New Westminster District Plan 249

P.I.D 011-483-024

Lot 6 Block 22 Section 3 Block 3 North Range 7 West New Westminster District Plan 249

P.I.D 003-643-719

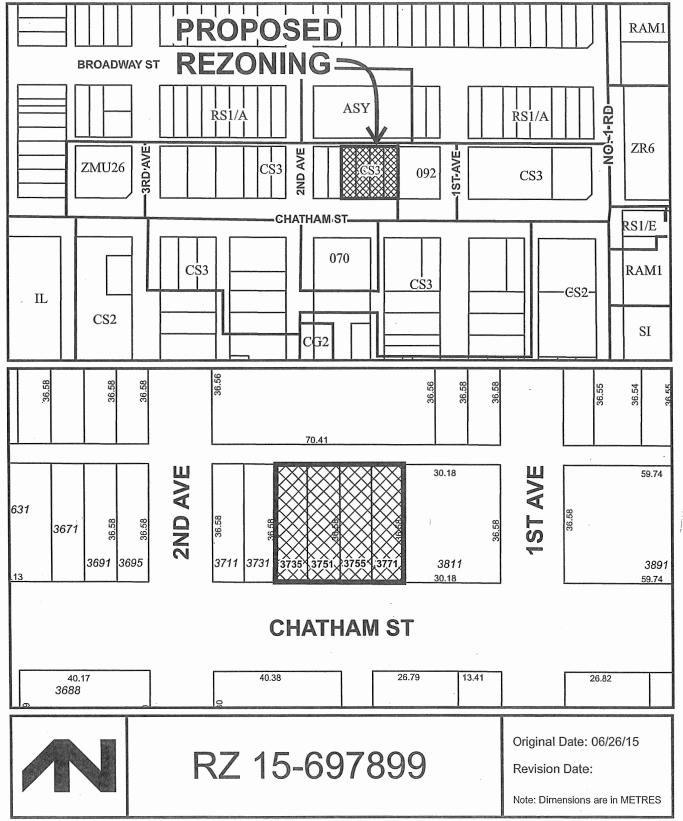
Lot 4 Block 22 Section 3 Block 3 North Range 7 West New Westminster District Plan 249

3. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9541".

FIRST READING	APR 1 1 2016	CITY OF RICHMONE
A PUBLIC HEARING WAS HELD ON	MAY 1 6 2018	APPROVED by
SECOND READING	MAY 1 6 2016	APPROVED
THIRD READING	MAY 1 6 2016	by Director or Solicitor
OTHER CONDITIONS SATISFIED	JAN 1 0 2018	
ADOPTED		
MAYOR	CORPORATE OFFICE	ER



City of Richmond





Richmond Zoning Bylaw 8500 Amendment Bylaw 9597 (RZ 15-692812) 9240, 9248, 9260 Cambie Road

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

1. Richmond Zoning Bylaw 8500 is amended by inserting Section 17.79 thereof the following:

"17.79 Town Housing (ZT79) – Alexandra Neighbourhood (West Cambie)

17.79.1 Purpose

The **zone** provides for **town housing** with a **density bonus** for a contribution to the City's capital Affordable Housing Reserve Fund.

17.79.2 Permitted Uses

- child care
- housing, town

17.79.3 Secondary Uses

- boarding and lodging
- home business
- community care facility, minor

17.79.4 Permitted Density

- 1. The maximum floor area ratio (FAR) is 0.60, together with an additional:
 - a) 0.10 floor area ratio provided that is entirely used to accommodate amenity space; and
 - b) 10% of the **floor area** total calculated for the **lot** in question, which must be used exclusively for:
 - covered areas of the principal building which are open on one or more sides; or
 - ii. enclosed **balconies** provided that the total area of such enclosed **balconies** does not exceed 50% of the total area permitted by Section 17.79.4.1.b. i.
- 2. Notwithstanding Section 17.79.4.1, the reference to "0.60" in relation to the maximum floor area ratio is increased to a higher density of "0.82" if the owner has paid or secured to the satisfaction of the City a monetary contribution of \$5.10 per square foot of net buildable area to the City's capital Affordable Housing Reserve Fund established pursuant to Reserve Fund Establishment Bylaw No. 7812.

Bylaw 9597 Page 2

17.79.5 Permitted Lot Coverage

- 1. The maximum lot coverage is 42% for buildings.
- 2. No more than 70% of the lot may be occupied by buildings, structures and non-porous surfaces.

17.79.6 Yards & Setbacks

- 1. The minimum setback from public roads is 4.0 m.
- 2. The minimum side yard south of McKim Way is 3.0 m.
- 3. The minimum rear yard north of McKim Way is 4.5 m.
- 4. The minimum rear yard south of McKim Way is 4.2 m.
- 5. Bay windows, enclosed and unenclosed fireplaces and chimneys may project into the front yard for a distance of not more than 1.0 m and into the side and rear yards for a distance of not more than 0.6 m.
- 6. Balconies may not project into the front yards.
- 7. Electrical or DEU/Mechanical rooms may project into the side and rear yards for a distance of not more than 0.6 m.

17.79.7 Permitted Heights

- 1. The maximum height for buildings is 12.0 m, but containing no more than 3 storeys.
- 2. The maximum height for accessory buildings is 5.0 m.
- 3. The maximum height for accessory structures is 9.0 m.

17.79.8 Subdivision Provisions/Minimum Lot Size

- 1. There are no minimum lot width or lot depth requirements.
- 2. The minimum lot area is $8,500 \text{ m}^2$.

17.79.9 Landscaping & Screening

1. Landscaping and screening shall be provided in accordance with the provisions of Section 6.0.

17.79.10 On-Site Parking and Loading

1. On-site **vehicle** and bicycle parking and loading according to the standards set out in Section 7.0.

CITY OF RICHMOND APPROVED

17.79.11 Other Regulations

- 1. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and the Specific Use Regulations in Section 5.0 apply."
- 2. Richmond Zoning Bylaw 8500 is amended by repealing the existing zoning designation of the following area and by designating it "TOWN HOUSING (ZT79) ALEXANDRA NEIGHBOURHOOD (WEST CAMBIE)".

P.I.D. 004-261-089

West Half Lot 4 Block "A" Section 34 Block 5 North Range 6 West New Westminster District Plan 1224

P.I.D. 004-260-911

East Half Lot 3 Block "A" Section 34 Block 5 North Range 6 West New Westminster District Plan 1224

P.I.D. 012-030-589

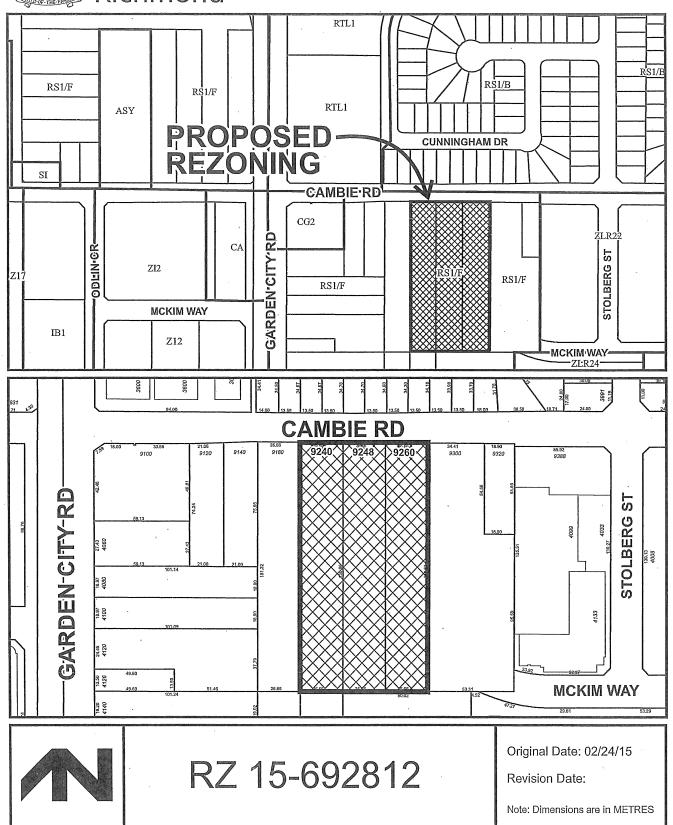
East Half Lot 4 Block "A" Section 34 Block 5 North Range 6 West New Westminster District Plan 1224"

3. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9597".

FIRST READING	UCT 1 1 ZUID
A PUBLIC HEARING WAS HELD ON	NOV 2 1 2016
SECOND READING	NOV 2 1 2016
THIRD READING	NOV 2 1 2016
MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE SATISFIED	DEC 0 5 2016
OTHER CONDITIONS SATISFIED	JAN 0 4 2018
ADOPTED	
·	
MAYOR	CORPORATE OFFICER



City of Richmond





Richmond Zoning Bylaw 8500 Amendment Bylaw 9669 (RZ16-738480) 23100, 23120 and 23140 Westminster Highway

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

1. Richmond Zoning Bylaw 8500 is amended by inserting the following into Section 21 (Site Specific Residential (Other) Zones), in numerical order as follows:

"21.11 Senior's Care Facility (ZR11) – Hamilton Village (Hamilton)

21.11.1 PURPOSE

This **zone** provides for a senior's care facility with a maximum **floor area ratio** of 1.40.

21.11.2 PERMITTED USES

community care facility, major

21.11.3 SECONDARY USES

health service, minor

21.11.4 PERMITTED DENSITY

- 1. The maximum **floor area ratio** is 0.40 for a residential apartment development.
- 2. Notwithstanding Section 21.11.4.1, the reference to "0.40" is increased to a higher **density** of "1.40" if, at the time **Council** adopts a zoning amendment bylaw to include the **owner's lot** in the ZR11 **zone**, the **owner** has provided confirmation from the Vancouver Coast Health Authority that the development will be licenced under the *Community Care and Assisted Living Act*, or the **owner** has paid \$49.50 per square meter of the total residential **floor area** into the **Hamilton Area Plan community amenity capital reserve.**

21.11.5 MAXIMUM LOT COVERAGE

1. The maximum **lot coverage** for **buildings** is 50%.

21.11.6 Yards & Setbacks

- 1. The minimum setbacks are:
 - a) 6.0 m for the **front yard**;
 - b) 6.0 m for the **rear yard**;
 - c) 3.0 m for the north interior side yard;
 - d) 10.0 m to the **building** face for the south **interior side yard**; and
 - e) 0.30 m for a vehicular driveway canopy for the south **interior side** yard.
- 2. Common pedestrian entrance canopies, staircases, eaves, sunscreens and unenclosed **balconies** may project into any **setback** to a maximum distance of 2.3 m.
- 3. Notwithstanding the above **setbacks**, an enclosed parking **structure** may project into the **setbacks** provided that the **structure** either is not visible from the exterior of the **building**, or is landscaped or screened by a combination of trees, shrubs, ornamental plants or lawn as specified by a Development Permit approved by the **City**, and is no closer than 6.0 m from Westminster Highway.

21.11.7 MAXIMUM HEIGHTS

- 1. The maximum **height** for **principal buildings** is 17.0 m (not to exceed (3) storeys).
- 2. The maximum height for accessory buildings and accessory structures is 6.0 m.

21.11.8 SUBDIVISION PROVISIONS/MINIMUM LOT SIZE

- 1. The minimum **lot width** is 40.0 m and minimum **lot depth** is 80.0 m.
- 2. The minimum lot area is $5,000 \text{ m}^2$.

21.11.9 LANDSCAPING AND SCREENING

1. **Landscaping** and **screening** shall be provided according to the provisions of Section 6.0.

21.11.10 ON-SITE PARKING AND LOADING

1. On-site **vehicle** and bicycle parking and loading shall be provided according to the standards set out in Section 7.0.

21.11.11 OTHER REGULATIONS

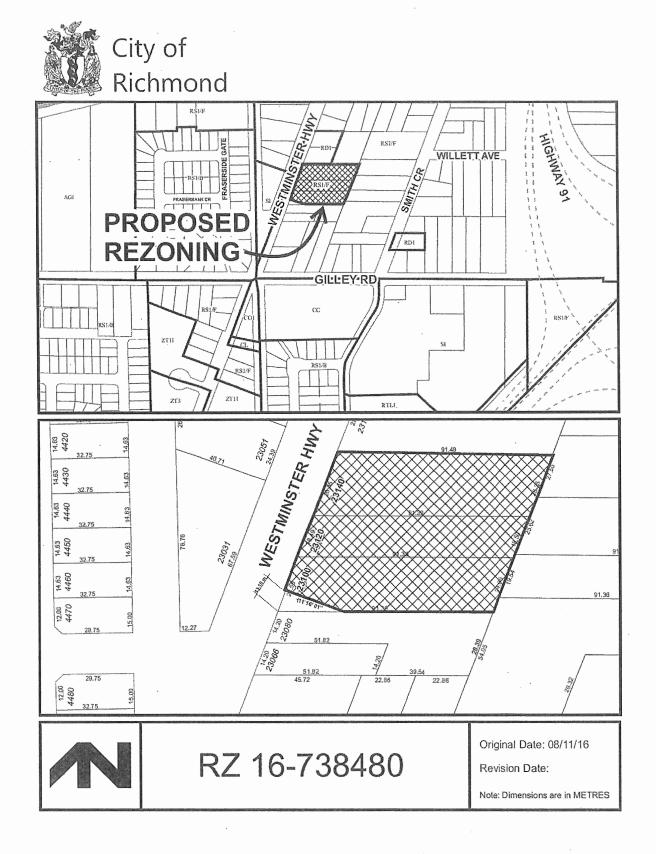
- 1. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and the Specific Use Regulations in Section 5.0 apply."
- 1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it "Senior's Care Facility (ZR11) Hamilton Village (Hamilton)":

That area outlined in bold on "Schedule A attached to and forming part of Bylaw No. 9669"

2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9669".

		CITY OF
FIRST READING	JAN 2 3 2017	APPROVED
A PUBLIC HEARING WAS HELD ON	FEB 2 0 2017	BK
SECOND READING	FEB 2 0 2017	APPROVED by Director or Solicitor
THIRD READING	FEB 2 0 2017	al
OTHER CONDITIONS SATISFIED	JAN 0 8 2018	
MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE APPROVAL	MAR 0 2 2017	
ADOPTED		
MAYOR	CORPORATE OFFICER	

"Schedule A attached to and forming part of Bylaw No. 9669"







Time:

3:30 p.m.

Place:

Council Chambers

Richmond City Hall

Present:

Joe Erceg, Chair

Robert Gonzalez, General Manager, Engineering and Public Works

Cecilia Achiam, General Manager, Community Safety

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 October 25, 2017, be adopted.

CARRIED

1. Development Permit 17-774043

(REDMS No. 5498522)

APPLICANT:

Anthem Properties Group Ltd.

PROPERTY LOCATION:

10475, 10491, 10511, 10531, 10551, 10571, 10591 and 10631

No. 5 Road

INTENT OF PERMIT:

- 1. Permit the construction of 47 townhouse units at 10475, 10491, 10511, 10531, 10551, 10571, 10591 and 10631 No. 5 Road on a site zoned "Medium Density Townhouses (RTM3)"; and
- 2. Vary the provisions of Richmond Zoning Bylaw 8500 to:
 - (a) reduce the front yard setback from 6.0 m to 4.5 m; and
 - (b) increase the number of small car parking stalls from 53 spaces to 54 spaces.

Applicant's Comments

Nicholas Kasidoulis, Anthem Properties Group, Ltd., introduced the project, noting that (i) the project is comprised of three-storey townhouses along No. 5 Road and two-storey units at the rear fronting the internal drive aisle, (ii) the front doors of three-storey end units accessing directly onto No. 5 Road provide a single-family feel to these units, (iii) existing large trees on-site are proposed to be retained and protected including a group of five trees at the outdoor amenity area, and (iv) two of the three-storey townhouse units are provided with a secondary suite.

Shamus Sachs, Integra Architecture Inc., provided an overview of the architectural form and character of the proposed development, noting that (i) the two-storey rear units have large overhangs and reduced setbacks to signify their entries along the internal drive aisle, (ii) the proposed orientation of three-storey units along No. 5 Road is intended to minimize their length along the street, (iii) all units are provided with semi-private yards, and (iv) the proposed contemporary West Coast architectural style of the townhouse units complements the character of neighbouring developments.

Mary Chan Yip reviewed the main landscaping features of the project, noting that (i) the landscape design is focused on providing strong pedestrian connections and interactions in the development, (ii) the siting, orientation and landscaping of three-storey units allow passive surveillance and interaction among residents, (iii) proposed landscaping of backyards of rear units have been intensified to provide a buffer to the adjacent single-family homes, (iv) five large trees are proposed to be retained and protected in the outdoor amenity area, and (v) the outdoor amenity area is programmed to serve various age groups.

In addition, Ms. Chan noted that (i) the selection of trees and shrubs will provide habitat to wildlife including birds and pollinators, (ii) an agricultural landscape buffer will be provided along No. 5 Road, and (iii) street trees are proposed along No. 5 Road to provide more buffer along the No. 5 Road frontage.

In response to a query from the Panel, Ms. Chan acknowledged that the trees to be retained at the southeast corner are on existing grade, and the outdoor amenity area will be slightly raised up to facilitate interaction with the street level.

Panel Discussion

In response to a query from the Panel, Mr. Sachs reviewed the architectural design of the three-storey end units along No. 5 Road, noting that doors of these units face the street.

In response to queries from the Panel, Wayne Craig, Director, Development, confirmed that extensive consultation was conducted in the surrounding single-family neighbourhood in connection with the subject application and other proposed developments in the area and the residents had expressed strong preference not to have any physical connection to the rear lane regardless of the potential ease of access to bus stops and commercial developments in the area that such connection would provide.

In response to a query from the Panel, Mr. Sachs confirmed that a statutory right-of-way (SRW) over the north-south internal drive aisle in the subject development will allow access to future developments to the north and the existing townhouse development to the south should it be desired in the future.

Staff Comments

Mr. Craig noted that (i) the project has been designed to achieve an EnerGuide rating of 82, (ii) five convertible units are proposed, and (iii) the proposed agricultural landscape buffer along No. 5 Road has been reviewed and supported by the City's Agricultural Advisory Committee (AAC).

In addition, Mr. Craig noted that (i) the proposed variance for front yard setback is necessary due to the required road dedication along No. 5 Road frontage and to accommodate the required drive aisle width and retention of large on-site trees at the southeast corner of the site, (ii) the small car parking variance is intended to provide a parking stall to each of the two secondary suites, (iii) there is a Servicing Agreement associated with the subject application for frontage improvements along No. 5 Road, and (iv) the triplex units at the rear of the subject site were part of the proposal at rezoning and have not been changed.

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 47 townhouse units at 10475, 10491, 10511, 10531, 10551, 10571, 10591 and 10631 No. 5 Road on a site zoned "Medium Density Townhouses (RTM3)"; and
- 2. vary the provisions of Richmond Zoning Bylaw 8500 to:
 - (a) reduce the front yard setback from 6.0 m to 4.5 m; and
 - (b) increase the number of small car parking stalls from 53 spaces to 54 spaces.

CARRIED

2. Development Permit 15-708092

(REDMS No. 5053675)

APPLICANT:

1004732 BC Ltd.

PROPERTY LOCATION:

6840, 6860 No. 3 Road and 8051 Anderson Road

INTENT OF PERMIT:

Permit the construction of an 11-storey, 18,700 m2 (201,292 ft2), mixed commercial and residential building at 6840, 6860 No. 3 Road and 8051 Anderson Road on a site zoned "City Centre High Density Mixed Use with Office (ZMU31) - Brighouse Village".

Applicant's Comments

Daniel Eisenberg, GBL Architects and Grant Brumpton, PWL Partnership, with the aid of a visual presentation (copy on file, City Clerk's Office), provided background information on the proposed development.

Mr. Eisenberg noted that (i) the proposed 9,794 square meters of office space in the 11-storey tower will help meet the increased demand for office space in Richmond, (ii) 75 dwelling units are proposed in the 10-storey mid-rise including five affordable units, (iii) 1,149 square meters of continuous ground floor retail spaces wrap around the corner of No. 3 Road and Anderson Road, and (iv) indoor and outdoor amenity areas will be provided for the residential and office components. In addition, Mr. Eisenberg reviewed the project's site context and lay-out, noting that the five levels of parking are located within the podium and are hidden from adjacent streets.

Mr. Eisenberg further noted that (i) a statutory right-of-way is proposed over the north-south lane which runs through the podium and provides access to the parking entrances and loading bays and the east-west lane to the north, and (ii) the proposed treatment for the internal north-south lane provides visual interest and is integrated into the architecture of the building.

Also, Mr. Eisenberg reviewed (i) the proposed locations of the indoor and outdoor amenity areas for the office and residential components, (ii) the architectural form and character of the proposed tower and mid-rise building, and (iii) the proposed interface of the subject development with the existing commercial and residential podium and tower development to the east.

In response to a query from the Panel, Matt Stogryn, IFortune Homes, confirmed that there will be separate stratas for the commercial and residential components.

In response to a query from the Panel, Mr. Eisenberg acknowledged that the five affordable units will not be clustered, but distributed throughout the first four floors of the residential mid-rise building.

Mr. Brumpton briefed the Panel on the main landscaping features of the proposed development, noting that (i) existing trees along the No. 3 Road frontage will be retained, (ii) new trees and raised seating are proposed along the Anderson Road frontage, (iii) special ground and wall treatment as well as lighting are integrated into the north-south lane to enhance motorist and pedestrian experience, (iv) the proposed six layers of roof treatment form a cohesive landscape design and are individually usable, and (v) outdoor amenity spaces for the office and residential components are physically separated but visually connected.

In response to a query from the Panel, Mr. Brumpton noted that the proposed location of urban agriculture on level 7 will receive a high degree of sun exposure and the cylindrical form of the planters will enhance the usability of the area as a social space.

Panel Discussion

In response to queries from the Panel, Mr. Stogryn noted that (i) the proposed north-south internal lane will be open 24 hours a day, seven days a week, (ii) there will be an agreement between the residential and commercial stratas for the shared maintenance of the lane, (iii) a pedestrian sidewalk is provided on the right side of the lane, and (iv) lighting is imbedded on the surface of the lane, in addition to the wall and soffit lighting.

Staff Comments

Mr. Craig noted that (i) the project has been designed to be District Energy Utility (DEU) – ready and achieve LEED Silver Equivalency and the City's noise mitigation standards, (ii) there will be a special covenant relating to the mixed-use and potential noise generated from the mixed-use, and (iii) there is a comprehensive Transportation Demand Management (TDM) package including bicycle facilities for the commercial and office components.

Mr. Craig further noted that (i) frontage boulevard works along Anderson Road will be extended across the existing development to the east as part of the Servicing Agreement to provide a continuous frontage treatment along the entire length of the block, (ii) the Servicing Agreement also includes extensive improvements along the No. 3 Road frontage, the existing east-west lane adjacent to the north side of the subject property, and the new north-south internal lane for coordination purposes.

Gallery Comments

Jason Wang, 8111 Anderson Road, expressed concern regarding the siting of windows in the residential mid-rise building facing the bedroom of his residential unit on the 8th floor of the building immediately adjacent to the east of the subject development.

In response to Mr. Wang's concern and queries from the Panel, the design team confirmed that (i) most of the small windows in the residential mid-rise building facing the adjacent building to the east have been removed and the remaining hall end windows and doors will have frosted glass, (ii) two planters have been added to the patio on level 9 to increase the density of the landscape buffer, (iii) the distance of the residential mid-rise building from the adjacent building to the east is approximately 10 meters, (iv) the patio is not publicly accessible, and (v) a cedar hedge is proposed to provide screening to the patio.

Correspondence

None.

Panel Discussion

In response to a query from the Panel, Mr. Craig acknowledged that the proposed five affordable housing units comprising five percent of the residential floor area comply with the City's policy on affordable housing although the proposed development has less than 80 dwelling units.

The Panel expressed support for the project, noting that the project is a nice addition to No. 3 Road.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would permit the construction of an 11-storey, 18,700 m² (201,292 ft²), mixed commercial and residential building at 6840, 6860 No. 3 Road and 8051 Anderson Road on a site zoned "City Centre High Density Mixed Use with Office (ZMU31) - Brighouse Village".

CARRIED

3. Date of Next Meeting: November 29, 2017

4. Adjournment

It was moved and seconded *That the meeting be adjourned at 4:24 p.m.*

CARRIED

Certified Minutes					
Developn	nent P	ermit	Panel of	the Co	uncil
of the	City	of F	Richmon	d held	l on
Thursday	, Nove	ember	16, 2017	'.	

Joe Erceg Chair Rustico Agawin Auxiliary Committee Clerk





Time:

3:30 p.m.

Place:

Council Chambers

Richmond City Hall

Present:

Joe Erceg, Chair

Cecilia Achiam, General Manager, Community Safety

John Irving, 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 16, 2017, be adopted.

CARRIED

1. Development Variance 15-704583

(REDMS No. 5617123)

APPLICANT:

Matilde Abella

PROPERTY LOCATION:

10455 Bridgeport Road

INTENT OF PERMIT:

- 1. Permit the retention of an existing non-conforming addition to the single-family dwelling at 10455 Bridgeport Road on a site zoned "Single Detached (RS1/D)"; and
- 2. Vary the provisions of Richmond Zoning Bylaw 8500 to:
 - (a) reduce the minimum required rear yard setback from 6.0 m to 3.85 m; and
 - (b) reduce the requirement for live landscaping in the required front yard from 50% to 29%.

Applicant's Comments

Adison Zavier, Kalypso Kreations – Design and Drafting, provided an overview of the subject development variance permit application and highlighted the following:

- the two proposed variances are requested to allow the retention of the nonconforming house addition at the rear of the dwelling and provide one vehicle parking stall for the proposed secondary suite in addition to the required two parking stalls for the principal dwelling;
- the existing additions and alterations to the house made by the previous owners without a building permit encroached into the required minimum rear yard setback;
- the existing landscaped area for the overall site is minimal and the proposed landscaping scheme will achieve the required 30 percent lot coverage for live landscaping;
- the new City requirement for live landscaping in the front yard will not be achieved due to the provision of required parking stalls; and
- new fencing will be installed at the front and rear of the property to provide screening to the parking stalls and the rear addition.

In response to queries from the Panel, Ms. Zavier advised that (i) the suggestion to increase the size of proposed trees and shrubs would be considered, (ii) there was no disclosure from the previous property owner to the current owner at the time of purchase regarding the non-conforming house addition, and (iii) the applicant will consider the suggestion to relocate the proposed parking stalls to reduce the paved area in the front yard.

In response to queries from the Panel, Wayne Craig, Director, Development, noted that (i) the subject site fronts a busy arterial road, (ii) staff had worked with the applicant to reduce the paved area in the front yard as much as possible while providing adequate space for vehicle turn-around on site, and (iii) staff has not conducted an exhaustive review of whether a reorganization or reorientation of the proposed parking stalls will result in further reduction of the paved area in the front yard.

Staff Comments

Mr. Craig acknowledged that the subject Development Variance Permit application is difficult as staff normally takes a dim view on proposed variances which legitimize construction conducted without a building permit. However, Mr. Craig noted that (i) the applicant has provided letters of support from all three property owners regarding the two requested variances, and (ii) through the staff review, the landscaping for the site has been increased to conform with the overall landscape objectives for the subject property.

Gallery Comments

None.

Correspondence

None.

Panel Discussion

The Chair commented that the subject Development Variance Permit application be referred back to staff and considered at the Panel's next scheduled meeting to (i) explore the reduction of the size of the paved area in the front yard, (ii) increase the landscaped area, and (iii) address the Panel's concern regarding the type and size of proposed planting.

Panel Decision

It was moved and seconded

That Development Variance Permit application 15-704583 be referred back to staff and brought forward for consideration by the Development Permit Panel at its December 13, 2017 meeting, to be held at 3:30 p.m. in the Council Chambers, City Hall, in order for staff to work with the applicant to:

- 1. explore the possibility of reducing the amount of paved area in the front yard and investigate further opportunities for increasing the landscaped area in the subject site, and
- 2. review the proposed planting plan with a view to increasing the size of trees and shrubs to enhance the overall on-site landscaping and provide adequate screening of the existing non-conforming house addition from adjacent properties.

CARRIED

2. Development Permit 16-741741

(REDMS No. 5610624 v. 2)

APPLICANT:

Vancouver Airport Fuel Facilities Corporation (VAFFC)

PROPERTY LOCATION:

15040 Williams Road

INTENT OF PERMIT:

Permit the construction of a Marine Terminal Facility for aviation/jet fuel delivery at 15040 Williams Road on a site zoned "Industrial (I)" and partially designated as an Environmentally Sensitive Area (ESA).

Applicant's Comments

Mark McCaskill, FSM Management Group, introduced the environmental consultants and subject matter experts for the project and noted that the team had collaborated with regulators and engineers to address the referral motion at the October 11, 2017 meeting of the Panel.

Angus Johnston, Hatfield Consultants, briefed the Panel on the applicant's response to each of the five items in the Panel's referral motion and highlighted the following:

- an additional 702 square meters of planting will be introduced at the northeast and southwest portion of the site's Environmentally Sensitive Area (ESA);
- the proposed additional ESA planting will increase on-site ESA planting by more than 200 percent (bringing the total on-site ESA planting area to more than 1,000 square meters), and increase the compensation-loss ratio to over five to one;
- approximately 60 trees and 2,500 shrubs will be added to the on-site ESA and Riparian Management Area (RMA) planting scheme, with the pot sizes of coniferous trees to be increased;
- Panel's request to consider planting in the intertidal ESA was considered by the applicant; however, upon investigation, the project team's fisheries and engineering experts' qualified professional opinion is that the approach is not technically and scientifically viable;
- 645 square meters of additional on-site non-ESA and non-RMA planting is proposed at a new trailside area in the northeast corner of the site and new three-meter wide planting strip adjacent to Williams Road RMA; there is also a 1.5-meter widening of one side of the proposed planting strip adjacent to the public trail;
- total on-site non-ESA and non-RMA planting area proposed to be added is approximately 1,300 square meters, increasing significantly the overall on-site planting compared to the original proposal;
- the applicant will include interpretive signage along the public trail corridor and at strategic locations; and
- the revised overall proposal substantially exceeds the City's ESA guideline requirements.

In reply to a query from the Panel, Mr. McCaskill advised that the operational requirements of the project were considered in determining the extent of the proposed three-meter wide planting strip adjacent to the Williams Road RMA.

In reply to a query from the Panel, Mr. Craig stated that the proposed viewing platform will be constructed on the City land (Lot K) to the north of the subject site and will be developed in conjunction with the dike and trail system to be installed by the City in the area.

Discussion ensued regarding the lack of proposed planting along the waterfront of the subject site and it was noted that planting was successfully integrated in the waterfronts of other areas north of the subject site.

In reply to a query from the Panel, Mr. Johnston commented that (i) engineering requirements for the proposed rip-rap would not make planting along the waterfront feasible, and (ii) the site's hydraulic conditions, including high velocity river flows, would adversely affect the viability of planting.

In reply to the same query, Ron Byres, Moffatt and Nichol, reviewed the technical and engineering rationale for the re-grading and design of the proposed rip-rap along the waterfront. He noted that construction materials for the proposed rip-rap include boulders and stones, and introducing materials such as soil, gravel and sand to accommodate planting would negatively impact the structural integrity of the rip-rap and would not ensure the survivability of plants.

In reply to a further query from the Panel, Mr. Byres acknowledged that algae could grow on the proposed rip-rap and the spaces between the rocks offer refugia for key fish species and organisms in the lower food chain.

In reply to the same query from the Panel, Cory Bettles, Hatfield Consultants, briefed the Panel on what could possibly grow in the site's intertidal ESA given the existing water conditions. Mr. Bettles noted the difficulty of predicting the exact type of vegetation that could grow in a dynamic environmental system. However, he further noted that the proposed structures and as well as the addition and re-grading of the new rip-rap could facilitate the growth of micro and some macro level vegetation as well as provide habitat to macroinvertebrates.

In reply to queries from the Panel, Linda Dupuis, Hatfield Consultants, noted that (i) it is preferable to plant a lot of smaller deciduous trees in the site's ESA as they could better adapt to local growing conditions and could be planted densely to outcompete invasive species, and (ii) planting of larger deciduous trees requires greater spacing which provides opportunity for invasive species to grow.

Staff Comments

Mr. Craig noted that the applicant has explained well the changes to landscaping in response to the Panel's referral motion. With regard to the item in the referral asking staff to review the cost estimate for the proposed viewing platform, Mr. Craig advised that (i) Planning staff had discussed the matter with Parks staff, (ii) the viewing platform proposed to be located in the adjacent City lot (Lot K) would be installed on top of the dike behind the high water mark, and (iii) Parks staff had verified the cost estimate for the proposed viewing platform which is attached in the staff report.

In reply to queries from the Panel, David Brownlee, Planner 2, advised that (i) the proposed viewing platform is similar to the design of viewing platforms in the area, (ii) staff initiated the proposed viewing platform, and (iii) projecting the proposed viewing platform beyond the high water mark would require an approval from the Department of Fisheries and Oceans (DFO).

Gallery Comments

None.

Correspondence

None.

Panel Discussion

The Chair acknowledged that the applicant has introduced additional planting areas in response to the referral motion at the Panel's October 11, 2017 meeting; however, he noted that (i) the applicant needs to investigate further opportunities to expand the area of planting particularly at the northwest portion of the site in addition to the proposed three-meter planting strip adjacent to the RMA along Williams Road, (ii) the rationale for the additional planting of smaller trees in the ESA is acknowledged; however, the total area of proposed planting is too small compared to the extent of the foreshore area that will not be planted to accommodate the loading facility, (iii) staff need to review the advice given by the applicant regarding the viability of planting in the intertidal ESA in relation to similar projects which staff have had direct experience in, (iv) staff could solicit additional opinion from City sources regarding opportunities as well as constraints for enhancement in the site's intertidal ESA, (v) staff could consider a financial compensation package for habitat enhancement elsewhere if intertidal ESA planting is not feasible in the subject site, and (vi) staff need to review the scope of the proposed viewing platform.

In addition, other members of the Panel noted that (i) the applicant could do more in the intertidal ESA in addition to the proposed rip-rap, and (ii) locating the pedestrian trail away from the waterfront requires a bigger gesture in terms of the scope of the proposed viewing platform.

Panel Decision

It was moved and seconded

That Development Permit 16-741741 be referred back to staff to:

- 1. investigate opportunities to expand the area of on-site planting particularly at the northwest portion of the site in addition to the proposed three-meter wide planting strip adjacent to the Williams Road RMA;
- 2. explore further opportunities to increase the total area of proposed on-site planting considering the extent of foreshore area that will not be planted to accommodate the loading facility;
- 3. review the advice given by the applicant regarding the viability of planting in the site's intertidal ESA in relation to similar projects which City staff have had direct experience in, including:
 - (a) soliciting additional opinion from third party experts in the field regarding opportunities as well as constraints for enhancement in the site's intertidal ESA;

Development Permit Panel Wednesday, November 29, 2017

- (b) considering a financial compensation package for habitat enhancement in other areas if intertidal ESA planting is not feasible in the subject site; and
- review the design and scope of the proposed viewing platform with the Parks
 Department to determine whether the type and size of the viewing platform should
 be revised.

CARRIED

- 3. Date of Next Meeting: December 13, 2017
- 4. Adjournment

It was moved and seconded That the meeting be adjourned at 4:20 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, November 29, 2017.

Joe Erceg Chair Rustico Agawin Auxiliary Committee Clerk





Development Permit Panel Wednesday, December 13, 2017

Time:

3:30 p.m.

Place:

Council Chambers

Richmond City Hall

Present:

Joe Erceg, Chair

Cecilia Achiam, General Manager, Community Safety

Victor Wei, Director, Transportation

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 29, 2017, be adopted.

CARRIED

1. Development Variance 15-704583

(REDMS No. 5617123)

APPLICANT:

Matilde Abella

PROPERTY LOCATION:

10455 Bridgeport Road

INTENT OF PERMIT:

- 1. Permit the retention of an existing non-conforming addition to the single-family dwelling at 10455 Bridgeport Road on a site zoned "Single Detached (RS1/D)"; and
- 2. Vary the provisions of Richmond Zoning Bylaw 8500 to:
 - (a) reduce the minimum required rear yard setback from 6.0 m to 3.85 m; and
 - (b) reduce the requirement for live landscaping in the required front yard from 50% to 36%.

Development Permit Panel Wednesday, December 13, 2017

Applicant's Comments

Adison Zavier, Kalypso Kreations – Design and Drafting, briefed the Panel on the proposed changes to the landscape plan to address Panel's concerns at the November 29, 2017 meeting of the Panel and highlighted the following:

- the amount of proposed live landscaping coverage in the required front yard setback has been increased from 29 percent to 36 percent;
- one vehicle parking stall has been removed and the remaining three parking stalls have been shifted north to provide greater separation between the parking area and Bridgeport Road;
- the original plant list has been revised and new tree and shrub species such as Western Red Cedar, Pyramid Cedar and Hick's Yew have been introduced to increase the size of planting and provide additional screening of the rear addition and vehicle parking area;
- perennials are proposed to be planted in front of the building; and
- the applicant has maintained the 30 percent live landscaping for the entire lot, which meets the Zoning Bylaw requirement.

In reply to a query from the Panel, Matilde Abella, property owner, acknowledged that the real estate agent who facilitated the sale of the property did not inform her about the non-conforming house addition when she purchased the property. Ms. Abella added that she later tried to contact the real estate agent but was unsuccessful.

Staff Comments

Wayne Craig, Director, Development, advised that staff had explored different parking configurations and noted that the proposed vehicle parking arrangement maximizes the front yard landscaping while still allowing on-site vehicle manoeuvring.

Gallery Comments

None.

Correspondence

None.

Panel Discussion

In reply to a query from the Panel, Ms. Zavier acknowledged that there is an existing hedge on the neighbouring property immediately adjacent to the east property line of the subject site. She further noted that due to this existing condition, no new planting will be introduced at the eastern edge of the site.

Development Permit Panel Wednesday, December 13, 2017

Panel Decision

It was moved and seconded

That a Development Variance Permit be issued which would vary the provisions of Richmond Zoning Bylaw 8500 to:

- 1. reduce the minimum required rear yard setback from 6.0 m to 3.85 m; and
- 2. reduce the requirement for live landscaping in the required front yard from 50% to 36%; and

this would permit the retention of an existing non-conforming addition to the single-family dwelling at 10455 Bridgeport Road on a site zoned "Single Detached (RS1/D)".

CARRIED

- 2. Date of Next Meeting: January 17, 2018
- 3. Adjournment

It was moved and seconded *That the meeting be adjourned at 3:41 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 13, 2017.

Joe	Erceg
Cha	ir

Rustico Agawin Auxiliary Committee Clerk



Report to Council

To:

Richmond City Council

Date:

January 10, 2018

From:

Joe Erceg

File:

01-0100-20-DPER1-

rrom:

Chair, Development Permit Panel

01/2018-Vol 01

Re:

Development Permit Panel Meetings Held on March 29, 2017, July 12, 2017,

August 9, 2017, November 29, 2017 and December 13, 2017

Staff Recommendation

1. That the recommendation of the Panel to authorize the issuance of:

- a) A Development Permit (DP 16-740024) for the property at 3755 Chatham Street;
- b) A Development Permit (DP 17-760368) for the property at 9240, 9248 and 9260 Cambie Road;
- c) A Development Permit (DP 17-771210) for the property at 23100, 23120 and 23140 Westminster Highway; and
- d) A Development Variance Permit (DV 15-704583) for the property at 10455 Bridgeport Road;

be endorsed, and the Permit so issued.

Joe Erceg

Chair, Development Permit Panel

(604-276-4083)

SB:blg

Panel Report

The Development Permit Panel considered the following items at its meetings held on March 29, 2017; July 12, 2017; August 9, 2017; November 29, 2017; and December 13, 2017.

<u>DP 16-740024 AND HA 16-744661 – TIEN SHER CHATHAM DEVELOPMENT LTD.</u>
<u>- 3755 CHATHAM STREET</u>
(March 29, 2017)

The Panel considered a Development Permit application to permit the construction of a three-storey mixed use development containing 16 residential units on a site zoned "Commercial Mixed Use (ZMU32) – Steveston Village". A variance is included in the proposal for increased maximum building height.

Architect, Ken Chow, of Interface Architecture; developer, Charan Sethi, of Tien Shier Group; and Landscape Architect, Meredith Mitchell, of M2 Landscape Architecture, provided a brief presentation, including:

- Four distinct building facades correspond to historic lot lines and are inspired by four identified heritage resource buildings in the Steveston Village Heritage Conservation Area.
- Modern cladding materials; such as hardie narrow board lap siding, shingle siding, and fiber cement/wood trim are proposed.
- The zero lot line adjacency on the east and west side yards and narrow gap between the subject building and adjacent buildings on both sides are addressed by continuing the cladding treatment on both sides of the elevation, infilling with hardie trim, installing a metal flashing to cover the top of the narrow gap, and incorporating a movable wood panel at the base of the gap on the west side.
- A public pedestrian access is provided from the lane at the back to retail and commercial frontages along Chatham Street through the indoor parking area and secured by gates.
- The proposed rooftop amenity area is located at the center to minimize visibility from the street and can be accessed by a full-size elevator and stairs.
- An existing neighbouring tree at the back is proposed to be retained and protected.
- Special sidewalk paying treatment is proposed, matching the architecture of the building.
- The rooftop amenity area is programmed to create a "room" feel for the active and passive spaces, and storage space for garden tools will be provided for rooftop garden users.

In response to Panel queries, the design team advised that: (i) usable space under the mansard roof could be utilized for installation of cubbie shelves for storage of garden tools; (ii) barrier-free access is provided from the handicapped parking space to the commercial and retail frontages; (iii) the proposed public pedestrian access through the parkade is not enclosed, is well-lit, and will be provided with signage to address potential safety and security issues; and (iv) relocating the elevator and stairs closer to the centre of the building would result in an inefficient building design.

Staff noted that: (i) the project was reviewed and supported by the Richmond Heritage Commission and Advisory Design Panel; (ii) the proposed development includes 16 basic universal housing units; (iii) significant sustainability features of the project include meeting Energuide 82 standards; (iv) the two stair access structures are approximately 1 m above the 12 m maximum permitted building height; and (v) the elevator overrun exceeds the maximum building height by 2.75 m.

In response to a Panel query, staff advised that the proposed building height variances are consistent with the height variances granted to similar projects with rooftop access through elevator and stairway.

Mr. Ralph Turner addressed the Panel, noting that four developments in Steveston Village have been granted height variances and questioned the rationale for allowing the height variances.

In response to Mr. Turner's query, the Chair stated that the Development Permit Process provides for height variances to be considered on a case-by-case basis and subject to the merits of the variance request.

Ms. Jeannethe Root addressed the Panel, expressing concern regarding westward extension of the existing lane at the back of the subject property; which will terminate at the west end of the proposed development, and not continue all the way through to Second Avenue. She noted that the proposed location of the parking entrance off the future lane extension will cause traffic congestion in the already busy lane due to the location of the medical building, Steveston United Church and child care in the area.

In addition, Ms. Root noted that: (i) the lane is currently used for vehicular parking by medical building clients; (ii) visitor and employee parking has increased on the streets surrounding the proposed development due to hourly restrictions on street parking in downtown Steveston Village and lack of parking spaces for stores and offices in the area; and (iii) the proposed public pedestrian access through the ground floor parkade of the proposed development could pose potential security issues.

In response to Panel queries, staff advised that: (i) the proposed number of visitor, commercial and residential parking spaces for the subject development complies with the Zoning Bylaw; (ii) further westward extension of the lane up to Second Avenue will happen when neighbouring lots to the west of the subject site will be redeveloped in the future; and (iii) the project provides a vehicle turn-around area on the dead end lane.

Correspondence was submitted to the Panel regarding the Development Permit application. In response to the questions and concerns raised by Ms. Root in her letter, staff noted that: (i) the consideration of the subject Development Permit Application is in keeping with the typical development process; (ii) the subject application will not advance to Council until the rezoning is in place; (iii) on-site tree removal was considered at the rezoning stage; (iv) fully enclosed garbage and recycling bins are provided at the rear of the development and accessed off the lane; and (v) the proposed on-site parking complies with the City's Zoning Bylaw.

In response to the concern raised by Ms. Root regarding the current location of garbage dumpsters used by the medical building and United Methodist Church at the end of the existing lane, the Chair noted that they are required to be kept on private property. Also in response to the same concern, staff advised that the issue has been forwarded to the City's Community Bylaw Department and will be followed up by staff.

In response to Panel queries, staff noted that: (i) the City's Transportation Department had reviewed the project and commercial and visitor parking stalls could be shared; and (ii) the proposed City lane extension treatment will be the standard 5.4 m wide asphalt driving surface with rolled curb and gutter and street lighting.

The Panel expressed support for the project and commended the design team and staff for:
(i) the building design with four distinct components; (ii) a well thought-out project and provision for adequate parking; (iii) the design and location of the rooftop structures which minimize their visibility from the street; and (iv) accessibility of the rooftop amenity area for people in wheelchairs.

Subsequent to the Panel meeting, after working with the property owners, Community Bylaw staff confirmed that the garbage bins have been relocated onto the medical building private property and the United Methodist Church private property.

The Panel recommends that the Permit be issued.

<u>DP 17-760368 – WESTMARK DEVELOPMENTS (CAMOSUN) LTD. – 9240, 9248 AND 9260 CAMBIE ROAD</u> (July 12, 2017)

The Panel considered a Development Permit application to permit the construction of a 59-unit townhouse project on a site zoned "Town Housing (ZT79) - Alexandra Neighbourhood (West Cambie)". A variance is included in the proposal for increased maximum lot coverage for buildings.

Architect, Ken Chow, of Interface Architecture Inc.; and Landscape Architect, Jonathan Losee, of Jonathan Losee Ltd. Landscape Architecture, provided a brief presentation on the proposal, including:

- The subject site fronts onto Cambie Road and the future Dubbert Street extension and will be bisected by the future east-west McKim Way extension.
- Separate outdoor amenity areas are proposed for the northern site and the southern site, including an open air covered gazebo, children's play structures, benches and tables.
- The rear yards of townhouse units adjacent to the east and south property lines of the subject site will be raised to approximately the same height of an apartment parking podium to provide a reasonable interface with future adjacent developments.
- A neo-Victorian rowhouse character is proposed for the project and end units fronting the street are well articulated to provide visual interest.

- Three convertible units are proposed and two additional units will be provided with wider stairs to allow future installation of stair mounted chairlifts.
- Formal landscaping consistent with the English garden concept is proposed, including wood picket fences, arbours, and entry gates are proposed for street frontages, complemented with neat layers of planting with variation in sizes and colours.

In response to Panel queries, Mr. Losee and Mr. Chow advised that: (i) separate mailboxes are provided for the northern and southern portions of the development; (ii) stamped concrete is proposed for the visitor parking stalls as opposed to permeable pavers due to potential maintenance issues if permeable pavers are installed on a high traffic area; and (iii) installing permeable pavers on visitor parking stalls could be considered by the applicant.

Staff noted that: (i) the original amenity building at the northern outdoor amenity area proposed at rezoning has been removed as per Advisory Design Panel (ADP) recommendation and the applicant will provide cash-in-lieu for indoor amenity space as per Council Policy; (ii) the proposed development will be connected to the Alexandra District Energy Utility (DEU); (iii) the project has been designed to achieve the City's aircraft noise acoustical standards; (iv) the proposed variance to increase the maximum lot coverage of buildings is related to the installation of DEU equipment in the project; and (v) the increase in building lot coverage is offset by a reduction of lot coverage for hard surfaces.

In response to a Panel query, staff confirmed that: (i) the Zoning Bylaw allows a maximum of 70 percent non-porous surfaces for developments; and (ii) the subject development falls below the maximum permitted amount of impermeable surfaces.

Correspondence was submitted to the Panel regarding the Development Permit application. In response to the concerns expressed, staff noted that: (i) the proposed project is a three-storey townhouse development and potential shadowing impacts on the north side of Cambie Road would be limited; (ii) there will be a minimal increase in the subject site's elevation relative to Cambie Road, as the average finished site grade for the northern portion of the subject site is approximately 2.4 m as opposed to the 2 m elevation of Cambie Road; and (iii) dust control will be monitored by the City's Building Approvals and Community Bylaws during the construction stage of the project.

In response to the same concern, the applicant advised that a construction barrier and other dust control measures will be provided to control the dust generated from construction activities.

The Panel expressed support for the proposed development, noting that the use of permeable paving could enhance the permeability of the project's surface areas.

Subsequent to the Panel meeting, the applicant revised the design to include permeable paving areas in the drive aisles.

The Panel recommends that the Permit be issued.

<u>DP 17-771210 – TRELLIS SENIORS SERVICES LTD. – 23100, 23120 AND 23140 WESTMINSTER HIGHWAY</u> (August 9, 2017)

The Panel considered a Development Permit application to permit the construction of a 135-unit senior's care facility on a site zoned "Senior's Care Facility (ZR11) – Hamilton Village (Hamilton)". Variances are included in the proposal for reduced minimum parking aisle width and increased maximum permitted projections into the rear yard, north interior side yard and south interior side yard.

Mary McDougall, Trellis Seniors Services Ltd., introduced the project, noting that: (i) the proposed 135-bed seniors care facility complements the future assisted and independent living facilities across the New Road; (ii) the project has been designed to provide quality of life care to residents mostly with cognitive and physical impairments; and (iii) the project prioritizes energy and environmental sustainability and offers economic benefits to the area.

Architects, Mitch Vance and Pat Wheeler, of Derek Crawford Architects Inc. and Landscape Architect provided a brief presentation regarding the proposal, including:

- The proposed three wings of the building; which have a more residential than an institutional feel, create two enclosed courtyards.
- All three floors of the building are provided with covered decks and a south-facing sun deck above the port cochere is proposed on the third floor adjacent to a multi-purpose room.
- The contemporary architecture of the building is consistent with its site context.
- High quality materials are proposed to reinforce the residential character of the building. The colour palette is neutral and wood accents help provide a residential feel to the building.
- The well-articulated building façade visually breaks up the mass of the building and breaks in building materials at key places add visual interest to the building.

In response to Panel queries, Mr. Vance advised that the wood-screened generator and transformer at the southeast corner of the site near the main entrance to the building could not be located on the parkade due to the City's flood bylaw requirements.

In response to queries from the Panel, Landscape Architect, Travis Martin, of van der Zalm + Associates Inc., acknowledged that: (i) the north courtyard is not totally shaded and the portion with sun exposure will be planted with Evergreen and flowering plants; (ii) the two internal courtyards are enclosed and can only be accessed from inside the building; and (iii) residents with family members will have to exit the building through the main entrance to access the greenway.

In response to further queries from the Panel, the design team advised that the applicant will consider: (i) redesigning the indented curb in the loading area at the southeast corner of the site adjacent to the temporary placement of garbage and recycling bins to provide more sidewalk

space for the greenway entry; and (ii) installing heating elements on the curved and steep driveway to the parkade to enhance the safety of vehicles during snowy conditions in winter.

Staff noted that: (i) there is a Servicing Agreement for frontage improvements along Westminster Highway, the New Road portions on the subject site, and the north-south greenway; (ii) the applicant is proposing LEED Gold equivalency for the project; (iii) proposed plantings on the Environmentally Sensitive Area (ESA) along the northern and western edges of the subject site were developed in consultation with a Qualified Environmental Professional (QEP); and (iv) the applicant's maintenance obligations for ESA plantings will be subject to a legal agreement.

No correspondence was submitted to the Panel regarding the Development Permit application.

The Panel expressed support for the project, noting that the building massing has been nicely broken down visually through the incorporation of balconies and variation of materials. Also, the Panel reiterated its recommendation for: (i) redesigning the curb at the northeast corner of the site to provide more space to the greenway entry; and (ii) installing heating elements on the driveway to the parkade.

Subsequent to the Panel meeting, the applicant revised the design to: (i) increase the width of sidewalk at the greenway entry by moving the roadway curb southward; and (ii) include hydronic heating at the parking access ramp.

The Panel recommends that the Permit be issued.

<u>DV 15-704583 – MATILDE ABELLA – 10455 BRIDGEPORT ROAD</u> (November 29, 2017 and December 13, 2017)

The Panel considered a Development Variance Permit application to permit the retention of an existing non-conforming addition to the single-family dwelling on a site zoned "Single Detached (RS1/D)". Variances are included in the proposal for a reduced rear yard setback and reduced landscaping in the required front yard.

Designer, Adison Zavier, of Kalypso Kreations – Design and Drafting, provided a brief presentation of the proposal, including:

- The two proposed variances are requested to allow the retention of the non-conforming house addition at the rear of the dwelling and provide one vehicle parking stall for the proposed secondary suite in addition to the required two parking stalls for the principal dwelling;
- The existing additions and alterations to the house made by the previous owners without a Building Permit encroach into the required minimum rear yard setback.
- The existing landscaped area for the overall site is minimal and the proposed landscaping scheme will achieve the required 30 percent lot coverage for live landscaping.
- The new City minimum requirement for live landscaping in the front yard would not be achieved due to the provision of parking stalls.

• New fencing will be installed at the front and rear of the property to provide screening to the parking stalls and the rear addition.

In response to Panel queries, Ms. Zavier advised that: (i) increasing the size of proposed trees and shrubs would be considered; (ii) there was no disclosure from the previous property owner to the current owner at the time of purchase regarding the non-conforming house addition; and (iii) relocating the proposed parking stalls to reduce the paved area in the front yard would be considered.

In response to Panel queries, staff noted that: (i) the subject site fronts an arterial road; (ii) staff had worked with the applicant to reduce the paved area in the front yard as much as possible while providing adequate space for vehicle turn-around on-site; and (iii) staff has not conducted an exhaustive review of whether a reorganization or reorientation of the proposed parking stalls will result in further reduction of the paved area in the front yard.

Staff acknowledged that the subject application is difficult, as staff normally takes a dim view on proposed variances which legitimize construction conducted without a Building Permit. However, staff noted that: (i) the applicant has provided letters of support from all three neighbouring property owners; and (ii) through the staff review, the landscaping for the site has been increased to conform with the overall landscape objectives for the subject property.

The application was referred back to staff with direction to: (i) explore the reduction of the size of the paved area in the front yard; (ii) increase the landscaped area; and (iii) address the Panel's concern regarding the type and size of proposed planting.

At the Panel meeting held on December 13, 2017, Ms. Zavier provided a brief presentation of the revisions made to the landscape plan, including:

- Proposed landscaping in the required front yard was increased in area from 29 to 36 percent.
- The remaining three parking stalls were shifted north, separated from Bridgeport Road.
- The original plant list has been revised to include new tree and shrub species Western Red Cedar, Pyramid Cedar and Hick's Yew with increased size of planting and additional screening of the rear addition and vehicle parking area.

In reply to a Panel query, Ms. Matilde Abella, property owner, acknowledged that the real estate agent who facilitated the sale of the property did not inform her about the non-conforming house addition when she purchased the property and she had been unable to contact him after the sale.

Staff advised that different parking configurations had been explored and the proposed design maximizes the front yard landscaping while still allowing on-site vehicle maneuvering.

In reply to a Panel query, Ms. Zavier acknowledged that there is an existing neighbouring hedge abutting the east property line of the subject site so no new planting will be introduced there.

No correspondence was submitted to the Panel regarding the Development Permit application.

The Panel recommends that the Permit be issued.