



City Council

Council Chambers, City Hall
6911 No. 3 Road

Monday, January 23, 2012
7:00 p.m.

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ITEM

MINUTES

1. *Motion to adopt:*

- (1) *the minutes of the Regular Council Meeting held on Monday, December 19, 2011* (distributed previously);
- (2) *the minutes of the Special Council Meeting held on Monday, December 19, 2011* (distributed previously); *and*
- (3) *the minutes of the Regular Council Meetings for Public Hearings held on Tuesday, December 20, 2011, and Monday, January 16, 2012; and*

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to receive for information the Metro Vancouver 'Boards in Brief' dated Friday, December 16, 2011 and Friday, January 13, 2012.



AGENDA ADDITIONS & DELETIONS

PRESENTATION

CNCL-69

Simon Johnston, Artistic and Executive Director, and Keith Liedtke, Chair of the Board of Directors, Gateway Theatre to present the 2010-2011 Operations Report.

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ITEM

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. 30.)

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
- Vancouver Airport Fuel Delivery Project Environmental Assessment Update
- Richmond Olympic Oval – Legacy Conversion Update
- Land use applications for first reading (to be further considered at the Public Hearing on Monday, February 20, 2012):
 - 10131 Bridgeport Road – Rezone from (RS1/D) to (RCH) (Harpreet Johal – applicant)
 - 10380 Williams Road – Rezone from (RS1/E) to (RC2) (Rumi Mistry – applicant)
 - 9271 Francis Road – Rezone from (RS1/C) to (RC2) (Ranjit Pooni – applicant)

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- 8800, 8820, 8840, 8880, 8900, 8920, 8940, 8960 Patterson Road and 3240, 3260, 3280, 3320 and 3340 Sexsmith Road – Rezone from (RS1/F) to (ZHR10) (0754999 BC Ltd. – applicant)
- 3391 and 3411 Sexsmith Road – Rezone from (RS1/F) to (RCL4) (Pinnacle International (Richmond) Plaza Inc. – applicant)
- 6160 London Road and 13100, 13120, 13140, 13160 and 13200 No. 2 Road – Rezone from (IL) to (ZMU20) and (SI) (Oris Development (Kawaki) Corp. – applicant)
- Farm Based Wineries – Possible Option for Zoning Regulation
- Hamilton Area Plan – Committee Update #1 – Clarified Terms of Reference, Work Plan, & Timeline
- Richmond Community Services Advisory Committee 2011 Annual Report & 2012 Work Program
- Child Care Development Advisory Committee 2011 Annual Report & 2012 Work Program
- Richmond Seniors Advisory Committee 2011 Annual Report & 2012 Work Program
- 2011 Annual Report & 2012 Work Program: Richmond Intercultural Advisory Committee
- Fuel Purchases Agreement – BC Petroleum Products Buying Group
- Advance Capital Budget Approval – 2012 Lulu West Waterworks Area
- Richmond Community Cycling Committee – Proposed 2012 Initiatives
- Traffic Safety Advisory Committee – Proposed 2012 Initiatives

5. *Motion to adopt Items 6 through 24 by general consent.*



6. **COMMITTEE MINUTES**

That the minutes of:

- CNCL-105 (1) *the General Purposes Committee meeting held on Monday, January 16, 2012;*
- CNCL-123 (2) *the Planning Committee meeting held on Tuesday, January 17, 2012;*
- CNCL-143 (3) *the Public Works & Transportation Committee meeting held on Wednesday, January 18, 2012; and*
- CNCL-151 (4) *the Council/School Board Liaison Committee meeting held on Wednesday, January 18, 2012;*

be received for information.



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7. **VANCOUVER AIRPORT FUEL DELIVERY PROJECT – ENVIRONMENTAL ASSESSMENT UPDATE**

(File Ref. No.) (REDMS No. 3437242)

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GP-13

See Page GP-13 of the General Purposes agenda for full hardcopy report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That having reviewed the Vancouver Airport Fuel Delivery (VAFD) proposed Highway 99 Addendum pipeline route option, the City reiterate its position by stating that City Council continues to be opposed to the transportation of jet fuel on any arm of the Fraser River;*
- (2) *That the City continue to participate in the EAO and Oil and Gas Commission processes; and*
- (3) *That the City engage with the provincial Ministry of Transportation on the review of issues related to the Highway 99 route proposal.*
- (4) *That letters be sent to Port Metro Vancouver requesting a meeting regarding the dangers related to tanker traffic on the Fraser River as well as the offloading and storage of jet fuel; and*
- (5) *That staff be directed to enable correspondence reflecting citizen opinion, including mail and emails received, to be forwarded to the VAFFC, BCEAO, the Provincial Minister of Environment, and Port Metro Vancouver.*



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8. **RICHMOND OLYMPIC OVAL – LEGACY CONVERSION UPDATE**

(File Ref. No. 06-2050-20-ROO/Vol 01) (REDMS No. 3420098 v.3)

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GP-35

See Page GP-35 of the General Purposes agenda for full hardcopy report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That the adjustment of the remaining legacy conversion projects and funding as outlined in the staff report entitled “Richmond Olympic Oval – Legacy Conversion Update” dated January 13, 2012, by the Director, Project Development, be approved.



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9. **APPLICATION BY HARPREET JOHAL FOR A REZONING AT 10131 BRIDGEPORT ROAD FROM SINGLE DETACHED (RS1/D) TO COACH HOUSES (RCH)**

(File Ref. No. 12-8060-20-8836, RZ 11-578325) (REDMS No. 3406432)

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PLN-23

See Page PLN-23 of the Planning agenda for full hardcopy report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That the following recommendation be forwarded to Public Hearing:*
- (a) *Single-Family Lot Size Policy 5448 for the area bounded by Bridgeport Road on the south, River Drive on the north, Shell Road on the east and No. 4 Road on the west (Section 23-5-6), adopted by Council on September 16, 1991, be amended to permit:*
 - (b) *Properties along Bridgeport Road between No. 4 Road and McKessock Avenue to rezone and subdivide in accordance with the provisions of Compact Single Detached (RC2) or Coach Houses (RCH) provided there is lane access (as shown on Attachment 3 to the report dated November 15, 2011 from the Director of Development); and*
- (2) *That Bylaw No. 8836, for the rezoning of 10131 Bridgeport Road from "Single Detached (RS1/D)" to "Coach Houses (RCH)", be introduced and given first reading.*



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10. **APPLICATION BY RUMI MISTRY FOR REZONING AT 10380 WILLIAMS ROAD FROM SINGLE DETACHED (RS1/E) TO COMPACT SINGLE DETACHED (RC2)**

(File Ref. No. 12-8060-20-8850, RZ 11-591646) (REDMS No. 3418237)

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PLN-47

See Page PLN-47 of the Planning agenda for full hardcopy report

PLANNING COMMITTEE RECOMMENDATION

That Bylaw No.8850, for the rezoning of 10380 Williams Road from “Single Detached (RS1/E)” to “Compact Single Detached (RC2)”, be introduced and given first reading.



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11. **APPLICATION BY RANJIT POONI FOR REZONING AT 9271 FRANCIS ROAD FROM SINGLE DETACHED (RS1/C) TO COMPACT SINGLE DETACHED (RC2)**

(File Ref. No. 12-8060-20-8851, **RZ 11-581922**) (REDMS No. 3420594)

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PLN-63

See Page PLN-63 of the Planning agenda for full hardcopy report

PLANNING COMMITTEE RECOMMENDATION

That Bylaw No.8851, for the rezoning of 9271 Francis Road from “Single Detached (RS1/C)” to “Compact Single Detached (RC2)”, be introduced and given first reading.



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12. **APPLICATION BY 0754999 BC LTD. FOR REZONING AT 8800, 8820, 8840, 8880, 8900, 8920, 8940 AND 8960 PATTERSON ROAD AND 3240, 3260, 3280, 3320 AND 3340 SEXSMITH ROAD FROM SINGLE DETACHED (RS1/F) TO HIGH RISE APARTMENT AND ARTIST RESIDENTIAL TENANCY STUDIO UNITS (ZHR10) – CAPSTAN VILLAGE (CITY CENTRE)**

(File Ref. No. 12-8060-20-8837/8838/8839/8840, **RZ 06-349722**) (REDMS No. 3433683)

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See Page PLN-77 of the Planning agenda for full hardcopy report

PLANNING COMMITTEE RECOMMENDATION

(1) *That Bylaw No. 8837, to amend the Richmond Official Community Plan, Schedule 2.10 (City Centre), to facilitate the implementation of a funding strategy for the construction of the future Capstan Canada Line station, by:*

- (a) *Inserting in Section 4.0, density bonus policy applicable to developments that voluntarily contribute funds towards the construction of the Capstan Canada Line station and provide additional park, together with a definition for Capstan Station Bonus in Appendix 1;*
- (b) *Inserting the Overlay Boundary – Capstan Station Bonus Map (2031) and inserting the Capstan Station Bonus Map boundary in the Generalized Land Use Map (2031), Specific Land Use Map: Capstan Village (2031), and reference maps throughout the Plan; and*
- (c) *Making related Plan amendments providing for rezoning to proceed in Capstan Village on the basis of the Capstan Station Bonus density bonus policy;*

be introduced and given first reading.

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- (2) *That Bylaw No. 8838, to amend the Richmond Official Community Plan, as amended by Official Community Plan Amendment Bylaw No. 8837, to facilitate the construction of multiple-family residential and related uses on the subject site, by:*
- (a) *In Schedule 1, amending the existing land use designation in Attachment 1 (Generalized Land Use Map) to relocate “Public and Open Space Use” in respect to the subject site; and*
 - (b) *In Schedule 2.10 (City Centre), amending the existing land use designation in the Generalized Land Use Map (2031), Specific Land Use Map: Capstan Village (2031), and reference maps throughout the Plan to relocate park within the block bounded by Sexsmith Road, Sea Island Way, Garden City Road, and Capstan Way and designate the subject site as “Institution”, together with related minor map and text amendments;*
- be introduced and given first reading.*
- (3) *That Bylaw No. 8837 and Bylaw No. 8838, having been considered in conjunction with:*
- (a) *the City’s Financial Plan and Capital Program; and*
 - (b) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;*
- are hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act.*
- (4) *That Bylaw No. 8837 and Bylaw No. 8838, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, be referred to the:*
- (a) *Vancouver International Airport Authority; and*
 - (b) *Board of Education, School District No. 38 (Richmond);*
- (5) *That Bylaw No. 8839, to amend the Richmond Zoning Bylaw No. 8500, to facilitate the implementation of a funding strategy for the construction of the future Capstan Canada Line station, by:*
- (a) *Inserting Section 5.19, Capstan Station Specific Use Regulations, in respect to developer contributions to the Capstan station reserve, and related text amendments; and*
 - (b) *Inserting “RCL4” and “RCL5” in the “Residential/Limited Commercial (RCL)” zone to provide for a density bonus that would be used for rezoning applications in the Capstan Station Bonus Map area designated by the City Centre Area Plan to achieve City objectives in respect to the Capstan Canada Line station;*
- be introduced and given first reading.*

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- (6) *That Bylaw No. 8840, to amend the Richmond Zoning Bylaw No. 8500 as amended by Zoning Amendment Bylaw No. 8839, to create “High Rise Apartment and Artist Residential Tenancy Studio Units (ZHR10) – Capstan Village (City Centre)” and for the rezoning of 8800, 8820, 8840, 8880, 8900, 8920, 8940, and 8960 Patterson Road and 3240, 3260, 3280, 3320, and 3340 Sexsmith Road from “Single Detached (RS1/F)” to “High Rise Apartment and Artist Residential Tenancy Studio Units (ZHR10) – Capstan Village (City Centre)”, be introduced and given first reading.*



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13. **APPLICATION BY PINNACLE INTERNATIONAL (RICHMOND) PLAZA INC. FOR REZONING AT 3391 AND 3411 SEXSMITH ROAD FROM “SINGLE DETACHED (RS1/F)”, TOGETHER WITH A PORTION OF UNOPENED CITY LANE ON THE NORTH SIDE OF CAPSTAN WAY BETWEEN SEXSMITH ROAD AND NO. 3 ROAD, TO “RESIDENTIAL/LIMITED COMMERCIAL (RCL4)”**

(File Ref. No. 12-8060-20-8841/8842 RZ No. 10-544729 No.3414179)

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See Page PLN-185 of the Planning agenda for full hardcopy report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That Bylaw No. 8841, to amend the Richmond Official Community Plan, as amended by Official Community Plan Amendment Bylaw No. 8837, to facilitate the construction of multiple-family residential and related uses on the subject site, by:*
- (a) *In Schedule 1, amending the existing land use designation in Attachment 1 (Generalized Land Use Map) to relocate “Public and Open Space Use” in the area bounded by Capstan Way, No. 3 Road, Sea Island Way, and Sexsmith Road; and*
- (b) *In Schedule 2.10 (City Centre), amending the existing land use designation in the Generalized Land Use Map (2031), Specific Land Use Map: Capstan Village (2031), and reference maps throughout the Plan to relocate areas designated for park and road purposes within the block bounded by Capstan Way, No. 3 Road, Sea Island Way, and Sexsmith Road, together with related minor map and text amendments;*
- be introduced and given first reading.*
- (2) *That Bylaw No. 8841, having been considered in conjunction with:*
- (a) *the City’s Financial Plan and Capital Program; and*
- (b) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;*

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is hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act.

- (3) *That Bylaw No. 8841, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, be referred to the:*

- (a) *Vancouver International Airport Authority; and*
(b) *Board of Education, School District No. 38 (Richmond);*

for comment on or before Public Hearing on February 20, 2012 on OCP Amendment Bylaw No. 8841.

- (4) *That Bylaw No. 8842, to rezone 3391 and 3411 Sexsmith Road from “Single Detached (RS1/F)”, together with a portion of unopened City lane on the north side of Capstan Way between Sexsmith Road and No. 3 Road, to “Residential/Limited Commercial (RCL4)”, as amended by Zoning Amendment Bylaw No. 8839, be introduced and given first reading.*



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14. **APPLICATION BY ORIS DEVELOPMENT (KAWAKI) CORP. FOR AN OCP AMENDMENT TO LONDON/PRINCESS SUB AREA PLAN AND FOR REZONING AT 6160 LONDON ROAD AND 13100, 13120, 13140, 13160 AND 13200 NO. 2 ROAD FROM "LIGHT INDUSTRIAL (IL)" TO "COMMERCIAL/MIXED USE (ZMU20) – LONDON LANDING (STEVESTON)" AND "SCHOOL & INSTITUTIONAL (SI)"**
(File Ref. No. 12-8060-20-8817/8818, RZ 09-466062) (REDMS No. 3448508)

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PLN-247

See Page PLN-247 of the Planning agenda for full hardcopy report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That Bylaw No. 8817, to redesignate 13100, 13120 and 3140 No. 2 Road from “Use to be Determined” and “Public Open Space” to “Mixed-Use”, and to redesignate the southern portion of 6160 London Road from “Mixed-Use” to “Public Open Space” in the London/Princess Land Use Map in Schedule 2.4 of the Official Community Plan Bylaw 7100 (Steveston Area Plan), be introduced and given first reading;*
- (2) *That Bylaw No. 8817, having been considered in conjunction with:*
- (a) *the City’s Financial Plan and Capital Program; and*
(b) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans*

is hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act;

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- (3) *That Bylaw No. 8817, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby deemed not to require further consultation;*
- (4) *That Bylaw No. 8818, to create “Commercial/Mixed-Use (ZMU20) – London Landing (Steveston)” and for the rezoning of 13100, 13120 and 13140 No. 2 Road and the northern portion of 6160 London Road, from "Light Industrial (IL)" to “Commercial/Mixed Use (ZMU20) – London Landing (Steveston)”, and for the rezoning of 13160, 13200 No. 2 Road and southern portion of 6160 London Road from "Light Industrial (IL)" to “School & Institutional (SI)” be introduced and given first reading; and*
- (5) *That staff be directed to take the required steps to redesignate that portion of FREMP Management Unit II-29 approximately between the western property boundary of 6240 Dyke Road and the western boundary of No. 2 Road within the FREMP-Richmond Area Designation Agreement from "Icw" (Industrial-Conservation-Water Oriented Residential/Commercial) to "Rcw"(Recreation/Park-Conservation-Water Oriented Residential/Commercial); and.*
- (6) *That the net funds from the land transactions be transferred to an account which would be specifically intended for Arts, Culture and Heritage capital purposes.*



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15. **FARM BASED WINERIES – POSSIBLE OPTIONS FOR ZONING REGULATION**

(File Ref. No. 08-4040-01; 12-8060-20-8860) (REDMS No. 3434333)

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PLN-311

See Page **PLN-311** of the Planning agenda for full hardcopy report

PLANNING COMMITTEE RECOMMENDATION

That Bylaw No. 8860, to amend the definition of “farm-based winery” and to include specific use regulations limiting their size, be introduced and given first reading.



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16. **HAMILTON AREA PLAN – COMMITTEE UPDATE #1 – CLARIFIED TERMS OF REFERENCE, WORK PLAN AND TIMELINE**

(File Ref. No.) (REDMS No. 3438210)

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PLN-353

See Page **PLN-353** of the Planning agenda for full hardcopy report

PLANNING COMMITTEE RECOMMENDATION

That the staff report dated January 4, 2012 from the General Manager, Planning and Development, entitled: “Hamilton Area Plan – Committee Update #1 – Clarified Terms of Reference, Work Plan and Timeline” be approved to guide the Hamilton Area Plan Update process.



Consent
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17. **RICHMOND COMMUNITY SERVICES ADVISORY COMMITTEE 2011 ANNUAL REPORT AND 2012 WORK PROGRAM**

(File Ref. No.) (REDMS No. 3433597)

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PLN-389

See Page **PLN-389** of the Planning agenda for full hardcopy report

PLANNING COMMITTEE RECOMMENDATION

That, as per the General Manager of Community Services’ report dated December 16, 2011, entitled “Richmond Community Services Advisory Committee 2011 Annual Report and 2012 Work Program”, the Richmond Community Services Advisory Committee’s 2011 Work Program be approved.



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18. **CHILD CARE DEVELOPMENT ADVISORY COMMITTEE 2011 ANNUAL REPORT AND 2012 WORK PROGRAM**

(File Ref. No.) (REDMS No. 3428025)

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PLN-437

See Page **PLN-437** of the Planning agenda for full hardcopy report

PLANNING COMMITTEE RECOMMENDATION

That, as per the General Manager of Community Services’ report dated December 13, 2011, “Child Care Development Advisory Committee: 2011 Annual Report and 2012 Work Program”, the Child Care Development Advisory Committee 2012 Work Program be approved.



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19. **RICHMOND SENIORS ADVISORY COMMITTEE 2011 ANNUAL REPORT AND 2012 WORK PROGRAM**

(File Ref. No.) (REDMS No. 3430457)

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PLN-449

See Page **PLN-449** of the Planning agenda for full hardcopy report

PLANNING COMMITTEE RECOMMENDATION

That, as per the General Manager of Community Services report dated December 13, 2011, “Richmond Seniors Advisory Committee 2011 Annual Report and 2012 Work Program”, the Richmond Seniors Advisory Committee’s 2012 Work Program be approved.



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20. **2011 ANNUAL REPORT AND 2012 WORK PROGRAM: RICHMOND INTERCULTURAL ADVISORY COMMITTEE**

(File Ref. No.) (REDMS No. 3418924)

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PLN-467

See Page **PLN-467** of the Planning agenda for full hardcopy report

PLANNING COMMITTEE RECOMMENDATION

That, as per the General Manager, Community Services report dated January 3, 2012 entitled “2011 Annual Report and 2012 Work Program: Richmond Intercultural Advisory Committee”, the Richmond Intercultural Advisory Committee 2011 Annual Report and 2012 Work Program (Attachment 1) be approved.



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21. **FUEL PURCHASES AGREEMENT – BC PETROLEUM PRODUCTS BUYING GROUP**

(File Ref. No. 10-6000-01/2011) (REDMS No. 3424005)

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See Page **PWT-19** of the Public Works & Transportation agenda for full hardcopy report

PUBLIC WORKS & TRANSPORTATION COMMITTEE RECOMMENDATION

(1) *That the City participate in the BC Petroleum Products Buying Group fuel purchases contract with Chevron Canada Ltd., commencing December 14, 2011 for a three-year period, with the option to renew for two additional one year periods, to a maximum of five years; and*

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- (2) *That staff review the School District's policy on biofuels and report back on the feasibility of a similar policy for the City of Richmond.*



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22. **ADVANCE CAPITAL BUDGET APPROVAL – 2012 LULU WEST WATERWORKS AREA (WILLIAMS ROAD)**

(File Ref. No. 10-6050-01) (REDMS No. 3438433)

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See Page **PWT-23** of the Public Works & Transportation agenda for full hardcopy report

PUBLIC WORKS & TRANSPORTATION COMMITTEE RECOMMENDATION

That 2012 Capital Project Submission 4719 (Lulu West Waterworks Area) as detailed in Attachment 1 of the staff report dated January 5, 2012 from the Director, Engineering be approved for expenditure and commencement of work.



Consent
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23. **RICHMOND COMMUNITY CYCLING COMMITTEE – PROPOSED 2012 INITIATIVES**

(File Ref. No. 01-0100-20-RCYC1/2012) (REDMS No. 3414787)

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See Page **PWT-31** of the Public Works & Transportation agenda for full hardcopy report

PUBLIC WORKS & TRANSPORTATION COMMITTEE RECOMMENDATION

- (1) *That the proposed 2012 initiatives of the Richmond Community Cycling Committee regarding cycling-related engineering and education activities, as described in the report from the Director, Transportation, be endorsed;*
- (2) *That a copy of the report from the Director, Transportation entitled "Richmond Community Cycling Committee - Proposed 2012 Initiatives" be provided to the Council School Board Liaison Committee and Vancouver Coastal Health for information; and*
- (3) *That staff examine the possibility of expanding the Richmond Community Cycling Committee beyond cycling.*



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24. **TRAFFIC SAFETY ADVISORY COMMITTEE – PROPOSED 2012 INITIATIVES**

(File Ref. No. 01-0100-20-TSAD1-01) (REDMS No. 3410268)

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See Page **PWT-39** of the Public Works & Transportation agenda for full hardcopy report

**PUBLIC WORKS & TRANSPORTATION COMMITTEE
RECOMMENDATION**

- (1) *That the proposed 2012 initiatives for the Traffic Safety Advisory Committee, as outlined in the report from the Director, Transportation, be endorsed; and*
- (2) *That a copy of the above report be forwarded to the Richmond Council-School Board Liaison Committee for information.*



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

NON-CONSENT AGENDA ITEMS

PLANNING COMMITTEE

Councillor Bill McNulty, Chair

25. **APPLICATION BY SANFORD DESIGN GROUP FOR
AGRICULTURAL LAND RESERVE NON FARM USE AT 16880
WESTMINSTER HIGHWAY (LULU ISLAND WINERY)**

(File Ref. No.; AG 11-579881) (REDMS No. 3434363)

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PLN-321

See Page **PLN-321** of the Planning agenda for full hardcopy report

PLANNING COMMITTEE RECOMMENDATION (Cllr. Steves opposed)

That:

- (1) *authorization for Sanford Design Group, on behalf of Lulu Island Winery, to apply to the Agricultural Land Commission for a non-farm use for the purposes of developing a food and beverage service lounge as an accessory use to the existing farm-based winery facility at 16880 Westminster Highway be granted;*

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- (2) *Richmond City Council recommend to the Agricultural Land Commission for the registration of a legal agreement on title that prohibits use of the proposed accessory food and beverage service lounge and existing farm-based winery facility as a banquet hall or stand-alone event hosting venue as part of the Agricultural Land Commission's review of the non-farm use application; and*
- (3) *Lulu Island Winery undertake consultation with neighbouring properties regarding the food and beverage service lounge proposal and the findings be reported out to Richmond City Council prior to advancing the non-farm use application to the Agricultural Land Commission.*



Consent
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26. **TRUCK PARKING ON PROPERTIES ON RIVER ROAD EAST OF NO. 6 ROAD**

(File Ref. No. 08-4040-01) (REDMS No. 3434401)

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PLN-337

See Page **PLN-337** of the Planning agenda for full hardcopy report

PLANNING COMMITTEE RECOMMENDATION (Cllrs. Au and Steves opposed to Part (3) and Part (4))

That:

- (1) *the “Interim Truck Parking Action Plan” (Interim Action Plan), as amended by Council in February 2008, be continued until the end of 2012 to allow for consideration of further rezoning applications for commercial vehicle parking and storage within the plan area in the 16000 Block of River Road;*
- (2) *a daily traffic count be undertaken over two (2) one-week periods on No. 7 Road (between Bridgeport Road and River Road) and on River Road (East of Nelson Road) in 2012 either by the City or by future applicants' consultants, to the satisfaction of City staff, as part of rezoning applications that facilitate commercial vehicle parking and storage within the Plan Area;*
- (3) *staff report back to Planning Committee with an update on such daily traffic count trends by the end of 2012 to consider the option of amending the Interim Action Plan to allow only commercial outdoor storage and not commercial vehicle parking in the short term, depending upon the City's review of traffic counts in 2012; and*

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- (4) *the existing 1999 OCP “Business and Industry” designation and policies allowing for a range of long-term intensive industrial uses for the 16000 block of River Road as well as the agri-industrial uses set out in the Long-Term Action Plan be considered for inclusion in the proposed, updated OCP.*



COUNCIL/BOARD LIAISON COMMITTEE

27. **RICHMOND EARTH DAY YOUTH SUMMIT 2012 (READY SUMMIT)**

CNCL-159

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CNCL-154

See Pages CNCL-159 & 154 of the Council agenda for details

COUNCIL/BOARD LIAISON COMMITTEE RECOMMENDATION

That the City of Richmond be requested to consider:

That the City endorse and continue working with the Board of Education for the development of the Richmond Earth Day Youth Summit 2012 (REaDY Summit) program.



28. **NEIGHBOURHOOD LEARNING CENTRE STAFFING AND POLICY**

CNCL-163

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CNCL-156

See Pages CNCL-163 & 156 of the Council agenda for details

COUNCIL/BOARD LIAISON COMMITTEE RECOMMENDATION

That the City of Richmond be requested to consider:

That City staff work with School Board staff on ideas for the operation of the Neighbourhood Learning Centre.



CNCL ITEM
Pg. #

29. **LONG RANGE FACILITIES PLAN**

CNCL-189

TO VIEW eREPORT CLICK HERE

CNCL-157

See Pages **CNCL-189 & 157** of the Council agenda for details

COUNCIL/BOARD LIAISON COMMITTEE RECOMMENDATION

That the City of Richmond be requested to consider:

- (1) *That the Steveston Secondary lands issue be referred to the Planning Committee; and*
- (2) *That the Richmond School District Long-Range Facilities Plan be referred to the Planning Committee.*



PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

**CNCL-
205**

Vehicle for Hire Regulation Bylaw No. 6900, Amendment **Bylaw No. 8801**
Opposed at 1st/2nd/3rd Readings – None.



**CNCL-
207**

Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122,
Amendment **Bylaw No. 8802**
Opposed at 1st/2nd/3rd Readings – None.

CNCL
Pg. #

ITEM

☐

CNCL-
211

Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 8699**
(7900 Bennett Road, RZ 10-521539)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

☐

DEVELOPMENT PERMIT PANEL

30. RECOMMENDATION

TO VIEW ePLANS CLICK HERE

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

CNCL-213
CNCL-243

- (1) *That the minutes of the Development Permit Panel meeting held on Wednesday, December 14, 2011 and Wednesday, January 11, 2012, and the Chair's report for the Development Permit Panel meetings held on January 11, 2012, November 30, 2011, July 27, 2011, and July 13, 2011, be received for information; and*
- (2) *That the recommendations of the Panel to authorize the issuance of:*
- (a) *a Development Permit (DP 10-545704) for the property at 7900 Bennett Road; and*
 - (b) *a Development Permit (DP 10-538908) for the property at 8851 Heather Street;*
- be endorsed, and the Permits so issued.*

☐

ADJOURNMENT

☐



Regular Council Meeting for Public Hearings

Tuesday, December 20, 2011

Place: Council Chambers
Richmond City Hall
6911 No. 3 Road

Present: Mayor Malcolm D. Brodie
Councillor Chak Au
Councillor Linda Barnes
Councillor Derek Dang
Councillor Ken Johnston
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves

Gail Johnson, Acting Corporate Officer

Absent: Councillor Evelina Halsey-Brandt

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

1. Official Community Plan Amendment Bylaw 8767 and Zoning Amendment Bylaw 8764 (RZ 10-539048)

(Location: 9451/9491/9511/9531/9551 Bridgeport Road and 9440/9460/9480 Beckwith Road; Applicant: Ampar Ventures Ltd.)

Applicant's Comments:

The applicant was available to respond to questions.

Written Submissions:

Barry Walsh, 9520 Beckwith Road (Schedule 1)

Submissions from the floor:

None.

PH11/12-1 It was moved and seconded

That OCP Amendment Bylaw 8767 and Zoning Amendment Bylaw 8764 each be given second and third readings.

CARRIED



Regular Council Meeting for Public Hearings

Tuesday, December 20, 2011

2. Zoning Amendment Bylaws 8816 and 8805 (RZ 11-562929)

(Location: 7331 Bridge Street and 9571 General Currie Road; Applicant: 0901551 BC LTD.)

Applicant's Comments:

The applicant was available to respond to questions.

Written Submissions:

None.

Submissions from the floor:

John Fraser, 7280 Ash Street spoke in support of the proposed development, and queried whether the back lane used by Ash Street houses would be impacted by the proposed development.

Brian Jackson, Director of Development, provided information regarding the back lane.

PH11/12-2

It was moved and seconded

That Zoning Amendment Bylaws 8816 and 8805 each be given second and third readings .

CARRIED

3. Zoning Amendment Bylaw 8822 (RZ 11-588990)

(Location: 10391 Finlayson Drive; Applicant: Ajit Thaliwal)

Applicant's Comments:

The applicant was available to respond to questions.

Written Submissions:

None.

Submissions from the floor:

None.

PH11/12-3

It was moved and seconded

That Zoning Amendment Bylaw 8822 be given second and third readings.

**CARRIED
CNCL-20**



Regular Council Meeting for Public Hearings

Tuesday, December 20, 2011

4. **Zoning Amendment Bylaw 8824 (RZ 11-585027)**
(Location: 10020 Aquila Road; Applicant: Raj Dhaliwal)

Applicant's Comments:

The applicant was available to respond to questions.

Written Submissions:

Carol Day, 11631 Seahurst Road (Schedule 2)

Submissions from the floor:

Carol Day, 11631 Seahurst Road outlined concerns regarding: (i) parking difficulties; (ii) unsafe conditions for pedestrians, including students at area schools; and (iii) limited visibility for motorists in the neighbourhood, resulting from the proposed development.

Ms. Day concluded her remarks by requesting that Council either deny or table the application, and further requested that the City undertake a traffic study during peak periods on Aquila Road.

Mr. Kelly McCormack, 10060 Swinton Crescent expressed concern regarding the number of cars that park on Aquila Road, and explained how the excess number of parked cars on the road creates a safety issue. He commented that residents exiting Aquila Road in their vehicles and attempting to gain access to Williams Road have difficulty, and he mentioned visibility difficulties due to a hedge that fronts both Aquila and Williams Roads.

Raj Dhaliwal, applicant, provided information on the planned removal of the hedge along both the Williams Road and Aquila Road frontages.

It was moved and seconded

That Zoning Amendment Bylaw 8824 be given second and third readings.

CARRIED

PH11/12-4



Regular Council Meeting for Public Hearings

Tuesday, December 20, 2011

5. **Zoning Amendment Bylaw 8826 (RZ 10-557519)**
(Location: 9500 Cambie Road; Applicant: GBL Architects Inc.)

Applicant's Comments:

The applicant was available to respond to questions.

Written Submissions:

None.

Submissions from the floor:

None.

PH11/12-5

It was moved and seconded

That Zoning Amendment Bylaw 8826 be given second and third readings.

CARRIED

6. **Zoning Amendment Bylaw 8827 (RZ 11-589493)**
(Location: 10511 No. 1 Road; Applicant: Kevin Sandhu)

Applicant's Comments:

The applicant was available to respond to questions.

Written Submissions:

None.

Submissions from the floor:

None.

PH11/12-6

It was moved and seconded

That Zoning Amendment Bylaw 8827 be given second and third readings.

CARRIED



Regular Council Meeting for Public Hearings

Tuesday, December 20, 2011

7. **Zoning Amendment Bylaw 8835 (RZ 11-583027)**
(Location: 9040 Railway Avenue; Applicant: KNS Enterprises Ltd.)

Applicant's Comments:

The applicant was available to respond to questions.

Written Submissions:

None.

Submissions from the floor:

None.

PH11/12-7

It was moved and seconded

That Zoning Amendment Bylaw 8835 be given second and third readings.

CARRIED

ADJOURNMENT

PH11/12-8

It was moved and seconded

That the meeting adjourn (7:29 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
Tuesday, December 20, 2011.

Mayor (Malcolm D. Brodie)

Acting Corporate Officer
City Clerk's Office (Gail Johnson)

BARRY WALSH
9520 BECKWITH RD.

RE - 9451 - 9551 BRIDGEPORT RD.
9440 - 9480 BECKWITH RD.

APPLICANT - AMPAR VENTURES LTD.

- 1 I AM CONCERNED WHETHER THE
PROPERTY WILL BE PRE LOADED FOR
COMPACT OR PILING WILL BE
REQUIRED.
WILL THE DEVELOPERS HAVE INSURANCE
IN CASE OF ANY DAMAGE DUE TO
VIBRATIONS TO NEIGHBOURING PROPERTIES.
- 2 WHAT THE BUFFER AREA WILL BE
FOR NEIGHBOURING LOTS

THANK YOU

B Walsh

To Richmond City Council

Dec 20th 2011

Re: RZ 11 585027 10020 Aquila road

This is technically not a property on an arterial road.

The applicant wished to subdivide the property on Aquila road into two lots which would allow for four homes where there currently is only one. Parking will be extremely difficult and will create unsafe walking conditions for students and limited visibility for motorists.

McNair High school is accessed from Aquila road by many of the students. Motorists line up on Aquila road to access the area. I am a McNair parent and have personally experienced the grid lock traffic and know that last thing the intersection needs is this residential development.

The arterial road policy allows for the properties "fronting" the arterial road to be subdivided. Council can use their discretion in this case to deny this rezoning application based on that.

In the application it states the set back on the sides is 1.2 m but 3.0 m on Aquila road. This confirms that the applicant is aware that this property is not a standard arterial road redevelopment application. The drawings for the house also documents the plan is to orientate one of the houses to face Aquila which will result in cars being parked on Aquila and limiting visibility and access for commuters.

Aquila road is a main feeder road to McNair High school and also allows for access to Thomas Kidd Elementary school and allows for access to Williams from the entire neighbourhood so the traffic at this intersection is very busy with cars having long waits to access Williams road.

The zoning requires 3 parking spaces on site for each of the skinny new lots, six in total, these have not been clearly marked on the drawings which raises more concerns.

This redevelopment would cause unsafe road conditions and it could cause fatalities to students who need to access Williams road from Aquila so I wanted to take the time to present to council as I know that all of the councilors are concerned about student safety.

Please :

*Deny this application for subdivision OR *Table this application in order to

*Revise the Arterial road policy to deny redevelopment of properties that are located on feeder roads which allow access to existing neighbourhoods

*Order a traffic study to document the high traffic during peak hours on Aquila road.

Thanks for your help Carol Day

11631 Seahurst rd Richmond V7A 4K1 604 240 1986

McNair Senior Secondary

ASY

RD1

Student Access

Student Access

Student Access

RC1

CL

RS1/RC1

RC1

RC1

RC1

WILLIAMS RD

RC1

RC2

RC1

RC1

AQUILA RD

RCH

**PROPOSED
REZONING**

RS1/E

NO. 4 RD

RS1/E



Regular Council Meeting for Public Hearings

Monday, January 16, 2012

Place: Council Chambers
Richmond City Hall
6911 No. 3 Road

Present: Mayor Malcolm D. Brodie
Councillor Chak Au
Councillor Linda Barnes
Councillor Derek Dang
Councillor Ken Johnston
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves

Gail Johnson, Acting Corporate Officer

Absent: Councillor Evelina Halsey-Brandt

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

1. **Zoning Amendment Bylaw 8794 (RZ 11-562552)**
(Location: 140 Wellington Crescent; Applicant: Graham Macfarlane)

Applicant's Comments:

The applicant was available to answer questions.

Written Submissions:

- (a) Melissa Gervais, 1411 Wellington Crescent (Schedule 1)
- (b) Paul Mirko, 100 Wellington Crescent (Schedule 2)
- (c) Charlene Porter, 1300 Wellington Crescent (Schedule 3)
- (d) Gwen and Evan Perkins, 20 Wellington Crescent (Schedule 4)
- (e) Catherine MacDonald, 211 Douglas Crescent (Schedule 5)
- (f) Meg Holdsworth, 3040 Douglas Crescent (Schedule 6)
- (g) Roger Staples, 431 Catalina Crescent (Schedule 7)
- (h) Ingrid Trouw, 2160 Handley Avenue (Schedule 8)
- (i) Peter Sleeman, 1651 Wellington Crescent (Schedule 9)
- (j) Robin Macfarlane, 3531 Catalina Crescent (Schedule 10)
- (k) Linda McKnight, 291 Douglas Crescent (Schedule 11)



**Regular Council Meeting for Public Hearings
Monday, January 16, 2012**

- (l) N. Corbett, Handley Avenue (Schedule 12)
- (m) Dee Delaplace, 1051 Catalina Crescent (Schedule 13)
- (n) Greg and Andrea Laing, 91 Douglas Crescent (Schedule 14)
- (o) Bob Schmitz, 2040 Boeing Avenue (Schedule 15)
- (p) David Coath, 380 Douglas Crescent (Schedule 16)
- (q) Jack Baryluk, 180 Lancaster Crescent (Schedule 17)
- (r) [REDACTED], [REDACTED] (Schedule 18)
- (s) Lisa Farden, 2331 Boeing Avenue (Schedule 19)
- (t) Joy Farden, 2331 Boeing Avenue (Schedule 20)
- (u) Shirley Landefeld, 1691 Wellington Crescent (Schedule 21)
- (v) J. Downey, 1571 Wellington Crescent (Schedule 22)
- (w) L. Van Den Pley, 1700 Wellington Crescent (Schedule 23)
- (x) Kevin Borden, 180 Douglas Crescent (Schedule 24)
- (y) Shawne Sleeman, 180 Douglas Crescent (Schedule 25)
- (z) B.B., 1200 Douglas Crescent (Schedule 26)

Staff's Comments:

Brian J. Jackson, Director of Development, advised that correspondence in support of the application, as well as correspondence opposing the application, had been received. He stated that staff is working on a report that will propose options regarding form and character guidelines for coach houses and granny flats in Burkeville. The staff report will include community input gathered in February, 2012, and will be presented to Planning Committee, and Council, in March, 2012.

A brief discussion ensued between Council and Mr. Jackson, in which staff was directed to also report back on the ability of existing streets in Burkeville to handle access by emergency vehicles, and on-street parking. The following motion was then introduced:

It was moved and seconded

That Zoning Amendment Bylaw 8794, regarding Graham Macfarlane's application for 140 Wellington Crescent, be referred back to staff.

CARRIED

PH12/1-1



**Regular Council Meeting for Public Hearings
Monday, January 16, 2012**

2. **Zoning Amendment Bylaw 8833 (RZ 11-582017)**
(Location: 4911/4931 McLure Avenue; Applicant: 0897099 B.C. Ltd. and Wei Chen)

Applicant's Comments:

The applicant was available to answer questions.

Written Submissions:

None.

Submissions from the floor:

None.

It was moved and seconded

That Zoning Amendment Bylaw 8833 be given second and third readings.

CARRIED

3. **Zoning Amendment Bylaw 8834 (RZ 11-562968)**
(Location: 9431, 9451 and 9471 Alberta Road and surplus portion of Alder Street road allowance; Applicant: Yamamoto Architecture Inc.)

Applicant's Comments:

The applicant was available to answer questions.

Written Submissions:

Robert Hillman, 9371 Hemlock Drive (Schedule 27)

Submissions from the floor:

Michael Li, 9391 Alberta Road, stated his concern regarding the construction period, and stated that as the father of infant children, air quality and noise pollution during the construction period was a concern, and especially how it might negatively impact his family's health.

The applicant was advised by Council to make a contact number available to Mr. Li.

It was moved and seconded

That Zoning Amendment Bylaw 8834 be given second and third readings.

CARRIED

PH12/1-2

PH12/1-3



**Regular Council Meeting for Public Hearings
Monday, January 16, 2012**

- 4. Zoning Amendment Bylaw 8843 (RZ 11-565948)**
(Location: 7600 Garden City Road; Applicant: Am-Pri Construction Ltd.)

Applicant's Comments:

The applicant was available to answer questions.

Written Submissions:

None.

Submissions from the floor:

None.

PH12/1-4

It was moved and seconded

That Zoning Amendment Bylaw 8843 be given second and third readings.

CARRIED

ADJOURNMENT

PH12/1-5

It was moved and seconded

That the meeting adjourn (7:21 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, January 16, 2012.

Mayor (Malcolm D. Brodie)

Acting Corporate Officer
City Clerk's Office (Gail Johnson)

MayorandCouncillors

From: City of Richmond Website [webgraphics@richmond.ca]
Sent: January 7, 2012 5:29 PM
To: MayorandCouncillors
Subject: Send a Submission Online (response #607)

To Public Hearing	
Date:	Jan 16, 2012
Item #	1
Re:	Bylaws 8794

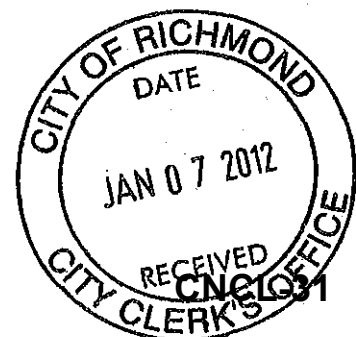
Schedule 1 to the Minutes of the Council Meeting for Public Hearing held on Monday, January 16, 2012.

Send a Submission Online (response #607)**Survey Information**

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	1/7/2012 5:28:34 PM

Survey Response

Your Name:	Melissa Gervais
Your Address:	1411 Wellington Crescent, Richmond, BC V7B 1G6
Subject Property Address OR Bylaw Number:	140 Wellington Crescent, Richmond, BC
Comments:	I disagree with the rezoning of this property from single detached to coach house. We now have a number of coach house/rental suite zoned properties in Burkeville and there is just not enough parking to support the additional residents. Case in point, at the corner of Wellington & Hudson there is a rental suite and there are 4 - 6 cars parked in front of the house at any given time. It is difficult to get one car through but impossible to get an emergency vehicle such as a fire truck or ambulance through at all. I will not sacrifice the security of my home and family for additional housing in Burkeville. Thank you.



MayorandCouncillors

From: City of Richmond Website [webgraphics@richmond.ca]
Sent: January 11, 2012 12:26 PM
To: MayorandCouncillors
Subject: Send a Submission Online (response #608)
Categories: 12-8060-20-8794 - 140 Wellington Crs

To Public Hearing	
Date:	Jan 16, 2012
Item #	11
Re:	Bylaw 8794

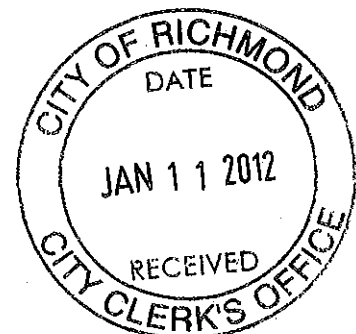
**Schedule 2 to the Minutes of the
 Council Meeting for Public
 Hearing held on Monday, January
 16, 2012.**

Send a Submission Online (response #608)**Survey Information**

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	1/11/2012 12:25:55 PM

Survey Response

Your Name:	Paul Mirko
Your Address:	100 wellington crescent
Subject Property Address OR Bylaw Number:	140 wellington crescent , bylaw8794 (RZ 11- 562552)
Comments:	Having seen the results of the building at 251 douglas I am now fully opposed to coach houses in this neighbourhood. The small family area feeling of the area will be lost with the increased density. The backyard privacy of the neighbour, lost. Loss of sunlight due to increased two story structures. In particular for me the sun would not hit my rear kitchen windows until after noon. Not happy with the whole idea. Sorry Graham I have to say my piece. Yours Paul Mirko

**CNCL-32**

To Public Hearing	
Date:	Jan 16, 2012
Item #	1
Re:	Bylaw 8794

MayorandCouncillors

From: City of Richmond Website [webgraphics@richmond.ca]
Sent: January 11, 2012 9:04 PM
To: MayorandCouncillors
Subject: Send a Submission Online (response #609)
Categories: 12-8060-20-8794 - 140 Wellington Crs

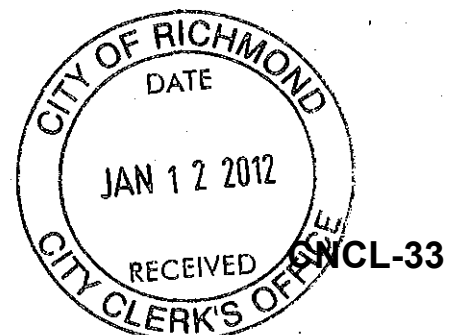
**Schedule 3 to the Minutes of the
 Council Meeting for Public
 Hearing held on Monday, January
 16, 2012.**

Send a Submission Online (response #609)**Survey Information**

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	1/11/2012 9:02:53 PM

Survey Response

Your Name:	Charlene Porter
Your Address:	1300 Wellington Crescent
Subject Property Address OR Bylaw Number:	RZ 11-562552
Comments:	<p>I disagree with the rezoning of this property (RZ 11-562552) from single detached to coach house. We now have a number of coach house/rental suite zoned properties in Burkeville and there is just not enough parking to support the additional residents. Case in point, at the corner of Wellington & Hudson there is a rental suite and there are 4 - 6 cars parked in front of the house at any given time. It is difficult to get one car through but impossible to get an emergency vehicle, such as a fire truck or ambulance, through at all. I will not sacrifice the security of my home and family for additional housing in Burkeville. Thank you.</p>



MayorandCouncillors

From: City of Richmond Website [webgraphics@richmond.ca]
Sent: January 13, 2012 1:47 PM
To: MayorandCouncillors
Subject: Send a Submission Online (response #610)

To Public Hearing	
Date:	Jan 16, 2012
Item #	1
Re:	Bylaw 8794

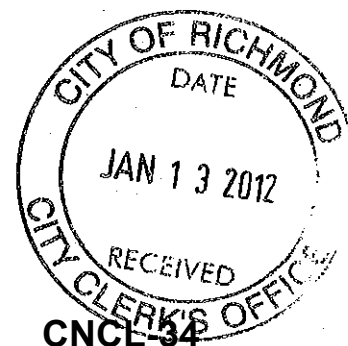
Send a Submission Online (response #610)**Survey Information**

**Schedule 4 to the Minutes of the
 Council Meeting for Public
 Hearing held on Monday, January
 16, 2012.**

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	1/13/2012 1:46:40 PM

Survey Response

Your Name:	Gwen & Evan Perkins
Your Address:	20 Wellington Crescent
Subject Property Address OR Bylaw Number:	140 Wellington Crescent
	<p>Re: Rezoning application notice which I received by mail regarding my neighbour at 120 Wellington Crescent applying to build a Coach House (Granny Flat) on his property. We have a few concerns with this application which we will quickly outline below : - Fire risk in the neighborhood will increase given that there will be more buildings in closer proximity to one another on the same property; more dense building close to other existing dwellings. The Coach House that is already across the alley from 120 Wellington Crescent is only about 10-15 feet from the owner's home on the property. The Coach House's roof line is almost in direct contact with the overhead powerlines that run down the alley. - The "face" and integrity of the neighborhood will be changed forever, and not for the better. This will encourage more renters with little vested interest in the community to move into the neighborhood. Could become "slum like" if the densification continues. - This could potentially become a huge issue if all homeowners within Burkeville choose to build Coach Houses on their property. More burden would be placed on existing utilities and</p>



Comments:

infrastructure; this will will be an issue that we as taxpayers would eventually have to pay for. - The term "Coach House" or "Granny Flat" is inaccurate in this case; the property owner wants to build a "Coach House above a detached garage". In my opinion, this is essentially another house on the same property, not a "Coach House". The Merriam-Websters dictionary defines the term Coach House as " noun: an outbuilding for a coach or carriage (in modern terms, a vehicle)". This is not a Coach House by definition, because there is a dwelling above it. - A Granny Flat on the other hand, would be a one level structure - it is defined in the Merriam-Websters dictionary as "an apartment that is adjacent to the main living quarters of a house"; but there is no mention of a garage or any type of vehicle storage. We could "live" with this type of development because it would put a limit on the size and height of the building. However, it would still create the other density issues we have already mentioned in our previous points. Thank you for your time, and I appreciate being the opportunity to have some input into the future of my neighborhood. Please give what I have outlined some serious thought; once the proverbial "Genie" is out of the bottle it will be impossible to put it back. Regards, Gwen and Evan Perkins

MayorandCouncillors**From:** City of Richmond Website [webgraphics@richmond.ca]**Sent:** January 13, 2012 2:02 PM**To:** MayorandCouncillors**Subject:** Send a Submission Online (response #611)

To Public Hearing	
Date:	Jan 16, 2012
Item #	1
No:	Bylaw 8794

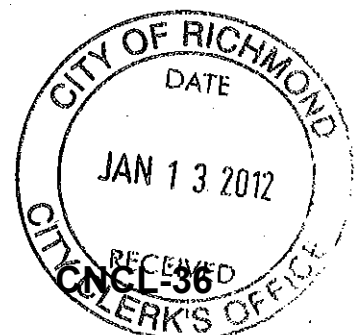
**Schedule 5 to the Minutes of the
Council Meeting for Public
Hearing held on Monday, January
16, 2012.**

Send a Submission Online (response #611)**Survey Information**

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	1/13/2012 2:01:33 PM

Survey Response

Your Name:	Catherine MacDonald
Your Address:	211 Douglas Crescent
Subject Property Address OR Bylaw Number:	Bylaw 8794 (RX 11-52552) 140 Wellington Crescent
Comments:	<p>I have witnessed first hand the desecration of the Burkeville neighbourhood with the addition of Coach Houses, with a monstrosity just completed by the immediate neighbour to my north. The structure's front door and balcony over look my backyard directly, and the loss of privacy and nature views has me confirming the decision to leave this once-precious area. The overcrowding of this neighbourhood with these additions has begun to deteriorate the original fascination and speciality of this unique neighbourhood, and the addition of another Coach House on 140 Wellington will have my house and property surrounded by giant structures blocking light, eliminating privacy and ruining more views. Parking has become a contentious issue within this area as a result of additional bodies and vehicles. Where will these people and their guests park? I have already experienced the destruction of property in my back lane as a result of additional neighbour's vehicles. First and foremost, there should be by City Council, as advocates of "the people" and residents of The City of Richmond, to preserve a standard</p>



of living that was bought in to when our homes were purchased. Considering financial gains of individuals who choose to revise their residences for additional income should not outweigh that responsibility and consideration. Thank you, Sincerely, Catherine MacDonald
211 Douglas Crescent, Burkeville

To Public Hearing
Date: Jan 16, 2012
Item # 1
Re: Inlaw 8794

MayorandCouncillors

From: City of Richmond Website [webgraphics@richmond.ca]
Sent: January 16, 2012 3:12 PM
To: MayorandCouncillors
Subject: Send a Submission Online (response #621)
Categories: 12-8060-20-8794 - 140 Wellington Crs

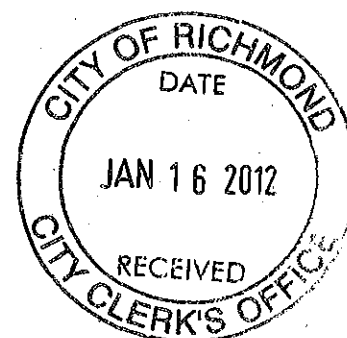
**Schedule 6 to the Minutes of the
 Council Meeting for Public
 Hearing held on Monday, January
 16, 2012.**

Send a Submission Online (response #621)**Survey Information**

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	1/16/2012 3:11:27 PM

Survey Response

Your Name:	Meg Holdsworth
Your Address:	3040 Douglas Crescent
Subject Property Address OR Bylaw Number:	8794 - 140 Wellington Crescent
Comments:	<p>I am in disagreement with the development of a Coach House at above address. I feel that a moratorium on building Coach Houses and Granny Flats should be imposed in Burkeville until the establishment of design criteria and neighbourhood 'fit' are developed. I quote Malcolm D. Brodie, Mayor, Richmond in a letter to the Richmond Review "City staff have been asked to develop form and Character guidelines, which would determine under which circumstances granny flats and/or coach houses might be allowed." There is a 2 storey Coach House across the lane from this address that is very obviously not a 'fit' for Burkeville. It's size exceeds the house size in both square footage and height. There is no back garden left. A patio area overlooks a neighbour's garden. I would like to reiterate concerns outlined by Ingrid and Jake Trouw in a written submission to the rezoning of 251 Douglas Crescent to be found in Schedule 11 to the minutes of the regular meeting of council for public hearings held on Monday, January 18, 2010. I would also like to express</p>

**CNCL-38**

concerns about the water displaced by new developments. I am not an Engineer, but have noticed property flooding during time of significant rainfall adjacent to new developments. Respectfully Submitted, Meg Holdsworth

To Public Hearing
Date: Jan 16, 2012
Item # 1
Re: Bylaw 8794

Mayor and Councillors**From:** City of Richmond Website [webgraphics@richmond.ca]**Sent:** January 16, 2012 2:55 PM**To:** Mayor and Councillors**Subject:** Send a Submission Online (response #620)

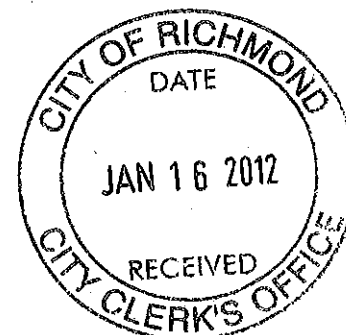
**Schedule 7 to the Minutes of the
Council Meeting for Public
Hearing held on Monday, January
16, 2012.**

Send a Submission Online (response #620)**Survey Information**

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	1/16/2012 2:54:42 PM

Survey Response

Your Name:	Roger Staples
Your Address:	431 Catalina Cres Richmond B.C.
Subject Property Address OR Bylaw Number:	140 Wellington Cres Richmond B.C.
Comments:	<p>I would like to support the building of the coach house as a very positive way to allow extended families to live together. I am in full support to rezone the entire Burkeville area to ZS20 so the individual does not have to subject them self to individual bias as this Zoning has high community support over all. I fully support the Official Community Plan (OCP)-2041 and believe the results of the coach house Survey Findings of Burkeville At 95% in favor of Building Permit only and 89% approval of permitting Coach House should be all that is needed to allow the building of such units.</p>

**CNCL-40**

To Public Hearing	
Date:	Jan 16, 2012
Item #	1
Re:	Bylaw 8794

Mayor and Councillors

From: City of Richmond Website [webgraphics@richmond.ca]
Sent: January 16, 2012 2:55 PM
To: Mayor and Councillors
Subject: Send a Submission Online (response #619)
Categories: 12-8060-20-8794 - 140 Wellington Crs

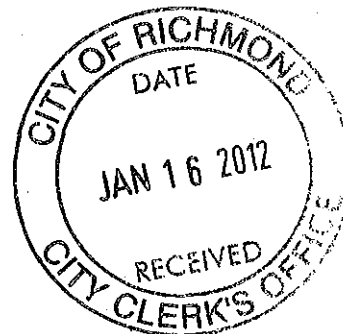
**Schedule 8 to the Minutes of the
Council Meeting for Public
Hearing held on Monday, January
16, 2012.**

Send a Submission Online (response #619)**Survey Information**

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	1/16/2012 2:54:01 PM

Survey Response

Your Name:	Ingrid Trouw
Your Address:	2160 Handley Avenue Richmond
Subject Property Address OR Bylaw Number:	140 Wellington Crescent
Comments:	I will be attending the Public Hearing tonight with my objections to rezoning this property to Coach House. Thank you.

**CNCL-41**

MayorandCouncillors

From: City of Richmond Website [webgraphics@richmond.ca]
Sent: January 16, 2012 3:27 PM
To: MayorandCouncillors
Subject: Send a Submission Online (response #622)
Categories: 12-8060-20-8794 - 140 Wellington Crs

To Public Hearing	
Date:	Jan 16, 2012
Item #:	1
Re:	Bylaw 8194

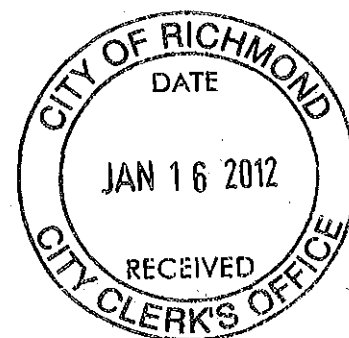
Send a Submission Online (response #622)**Survey Information**

**Schedule 9 to the Minutes of the
 Council Meeting for Public
 Hearing held on Monday, January
 16, 2012.**

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	1/16/2012 3:26:20 PM

Survey Response

Your Name:	Peter Sleeman
Your Address:	1651 Wellington Crescent Richmond BC V7B 1G6
Subject Property Address OR Bylaw Number:	140 Wellington Crescent
<p>I am in favour of Council APPROVING Mr. McFarlan's application for a Coach House at this address. I am a pensioner and purchased my home in Burkeville in August 1975, and have subsequently acquired four other homes in Burkeville that I rent. While the capital gains has been outstanding, I cannot use that to buy groceries. As I get older there will come a time when I can no longer be able to physically do the "FREE" maintenance that I now do to earn the marginal return on this capital investment. The idea of selling the properties and investing the money in Term deposits, equities or bonds is not a viable option as the returns on those passive investments are miniscule especially after Capital gains tax substantially reduces the capital sum...and will not keep pace with the inflation. A good option is to build Coach Houses to provide affordable living as well as supplement pensions for our aging home owners...particularly widowed or single mothers, which incidentally four of my</p>	

**CNCL-42**

Comments:

immediate neighbours are and who are in favour of Coach Houses. This also makes possible affordable ownership for young people about to acquire their first home. To demolish an original Burkeville home to make way for a Megga home does nothing to preserve this community lifestyle, nor the Quaint features of the original homes. I would like to be able to move my typical 1941 Burkeville home to back of the lot, turn it around 180 degrees, jack it up and put a two car garage below. ...and call it a Coach House. This way there would be several synergies... a cost saving in construction ...recycle the "old forrest" lumber materials, retain the original Burkeville look in the LaneWay home, and provide affordable rental housing, at same time upgrade the foundations, to overcome the rodent problems that plague the crawl spaces of old homes here....as well as overcome drainage problems etc. and make space for the construction of a new modest home. In some cases my single mother neighbours are thinking ahead to the time when their children grow up and cannot afford a home. the mother can live in the Coach House while the grown up child can occupy the original home. I have already witnessed an elderly couple who loved Burkeville get displaced from their home due to the growing value but static utilization of the land. If they had a Coach House, chances are they would still be in our neighbourhood instead of in a Community Social housing project a long way from friends and medical services. Respectfully submitted. Peter Sleeman 604 273 1635.

To Public Hearing	
Date:	Jan 16, 2012
Item #	1
Re:	Bylaw 8194

Mayor and Councillors

From: City of Richmond Website [webgraphics@richmond.ca]
Sent: January 16, 2012 1:11 PM
To: Mayor and Councillors
Subject: Send a Submission Online (response #618)
Categories: 12-8060-20-8794 - 140 Wellington Crs

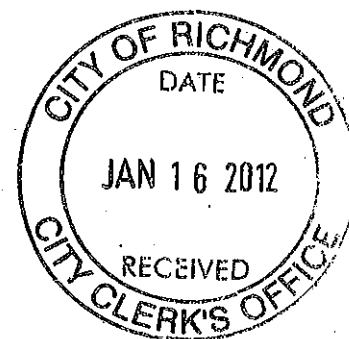
Schedule 10 to the Minutes of the Council Meeting for Public Hearing held on Monday, January 16, 2012.

Send a Submission Online (response #618)**Survey Information**

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	1/16/2012 1:09:53 PM

Survey Response

Your Name:	Robin Macfarlane
Your Address:	3531 Catalina Cr
Subject Property Address OR Bylaw Number:	140 Wellington Cr
Comments:	<p>Hello, I would love to talk at the public hearing tonight about how positive a move it is for the city council to approve all coach house rezoning applications in Burkeville. I am fully in support of Mr. Macfarlane's rezoning effort. I feel I am fortunate to live in a city that has a very progressive outlook towards issues of sustainable growth, in coping with the current and future housing needs in Richmond. I also feel that we need a process where we can legitimize all the the illegal suites and the existing garages in burkeville that are housing people currently. It's obvious that people want to be able to offset rising costs in the city with income suites etc. I think it's important to be compliant with the city's future goals and vision for Richmond, which is a difficult task indeed. But we need to be involved together with the city so that other needs are addressed concurrently with the growth of our neighborhood, ie parking, emergency vehicle access, etc, thereby ensuring the safety and well being of our fantastic little island oasis of awesomeness. Thankyou and cheers R.</p>

**CNCL-44**

Johnson, Gail**Subject:** FW: Customer Feedback (response #10091)

To Public Hearing
Date: Jan 16, 2012
Item # 1
Re: by law 8794

**Schedule 11 to the Minutes of the
Council Meeting for Public
Hearing held on Monday, January
16, 2012.**

From: City of Richmond Website [mailto:webgraphics@richmond.ca]**Sent:** Monday, 16 January 2012 1:50 PM**To:** InfoCentre**Subject:** Customer Feedback (response #10091)

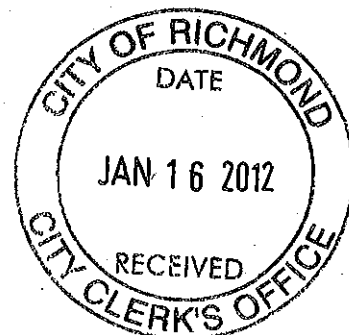
Customer Feedback (response #10091)

Survey Information

Site:	City Website
Page Title:	Customer Feedback
URL:	http://cms.richmond.ca/Page2466.aspx
Submission Time/Date:	1/16/2012 1:49:33 PM

Survey Response

What would you like to submit?	
Which of the following does your request or concern relate to:	<input type="checkbox"/> traffic or transportation (signals, signage, road markings, etc.)
	<input type="checkbox"/> water, sewer or drainage
	<input type="checkbox"/> parking and parking violations
	<input type="checkbox"/> building and construction sites or permits
PLEASE PROVIDE THE FOLLOWING SO THAT STAFF MAY RESPOND OR OBTAIN ADDITIONAL INFORMATION	
Name:	Linda McKnight
Address:	291 Douglas Crescent
Phone:	604-273-5644
Fax:	
Email:	linda.mcknight@vch.ca

**CNCL-45**

LOCATION OF PROBLEM IF APPLICABLE:

Address: 140 Wellington Crescent

Cross Streets:

Please describe the problem
or concern you wish to report:

I strongly oppose the application. We live next door to the coach house that was built at 251 Douglas Crescent (across the lane from this application). Since its completion we feel our quality of life has been severely affected. Our privacy is gone. After the third week in August we no longer get sun in our yard in the afternoon. When it started to rain in the fall the drainage in our backyard had become a serious issue with pooling water lasting for days, something that had not happened before. The parking is becoming increasingly difficult and we worry about access by emergency vehicles. We feel all these problems will be worse if the proposed coach house at 140 Wellington goes ahead. We also question what ensures that the parking area required in the coach house is used for cars and not as further rental space, and if in the future that turns out to be the case what the city will do about it?

**Schedule 12 to the Minutes of the
Council Meeting for Public
Hearing held on Monday, January
16, 2012.**

To Public Hearing
Date: <u>Jan 16, 2012</u>
Item # <u>1</u>
Re: <u>Bylaw 8194</u>

Dear Sirs

These are my comments concerning the proposed rezoning in Burkeville from single detached to "Coach House"

As the owner of a property on Handley Ave. I wish to oppose the rezoning to "Couch house"

- 1) Coach House designation will allow multiple residents on the same lots
- 2) If rezoning is permitted on one property as "Coach house" the city will no longer have grounds to refuse any other property in Burkeville from the same designation.
- 3) If more and more properties convert to "Coach house" the density of population can increase rapidly. (This is very likely if each Coach house becomes rental units generating income)
- 4) At present Burkeville has a small community center, small Fire hall, small playground area and a few tennis courts – the community is not designed to accommodate high density populations
- 5) Property developers will speed up this density increase – Lot sizes in such an older development are typically larger than lot sizes in new residential areas. (They can make more money with one residence plus coach house per lot)
- 6) There will be substantial cost increase associated with proposed rezoning there will be an increased strain on things like existing water and sewer lines etc.)
- 7) Burkeville has very limited entrances and exits – Most of the roads are narrow throughout Burkeville so there will be traffic and parking problems.

In conclusion I believe that rezoning Burkeville into Coach House will completely change the nature of the small Burkeville community – and not in a positive way.

Sincerely

N. Corbett



To Public Hearing	
Date:	Jan 16, 2012
Item #	1
Re:	Bylaw 8794

MayorandCouncillors**From:** City of Richmond Website [webgraphics@richmond.ca]**Sent:** January 16, 2012 12:57 PM**To:** MayorandCouncillors**Subject:** Send a Submission Online (response #617)

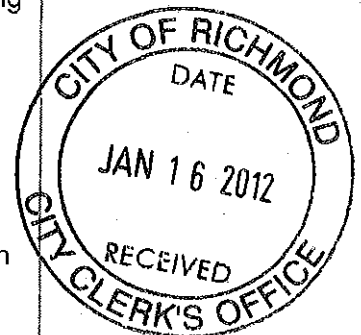
**Schedule 13 to the Minutes of the
Council Meeting for Public
Hearing held on Monday, January
16, 2012.**

Send a Submission Online (response #617)**Survey Information**

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	1/16/2012 12:55:54 PM

Survey Response

Your Name:	Dee Delaplace
Your Address:	1051 Catalina Crescent Richmond BC
Subject Property Address OR Bylaw Number:	8794
Comments:	<p>I don't want to dictate as to what a person can do on their own property, but I do have an issue when it directly impacts their neighbors in a negative way. When a Coach House dwarfs the original home, or their neighbors home I consider this as having a negative impact. I am not directly affected by this particular Coach House application, but close friends and neighbors have been affected negatively by a 2 story Coach House built directly next door to them. They have had the afternoon sunshine which they used to enjoy in their backyard completely blocked and now have the pleasure of having a window looking directly down upon them from the second story. So, not only has their sun been blocked, but now they have also lost the privacy that they valued so highly. There is also now a drainage issue, which has emerged since this structure has been in place. The neighborhood of Burkeville is charming in so many ways, and a big reason for this has been the green space between homes and the privacy that it provides. It seems that the features that make Burkeville so special is what is rapidly being disregarded</p>

**CNCL-48**

now. We know that old smaller homes come down and new much larger ones will go up in their place. But I don't see any reason why one neighbor should be able to benefit in a monetary way while taking a valued asset from another neighbor. Why couldn't these Coach Houses be limited to one story only? (a carport could be built along side of it) That way those benefiting from the rental income will be the only ones impacted. I am commenting now because if we don't address this now, these huge Coach Houses will continue to be built and sooner or later it will directly impact me. Currently there is no end of rental accommodation available in Richmond as advertised on Craigslist, so this issue doesn't seem to be about available housing. I believe the issue of Coach Houses and the impact on the neighborhood needs to be further studied before any more are approved in Burkeville

To Public Hearing	
Date:	Jan 16, 2012
Item #	1
Re:	Bylaw 8794

MayorandCouncillors

From: City of Richmond Website [webgraphics@richmond.ca]
Sent: January 13, 2012 6:03 PM
To: MayorandCouncillors
Subject: Send a Submission Online (response #612)
Categories: 12-8060-20-8794 - 140 Wellington Crs

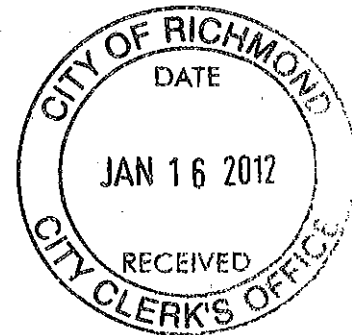
**Schedule 14 to the Minutes of the
 Council Meeting for Public
 Hearing held on Monday, January
 16, 2012.**

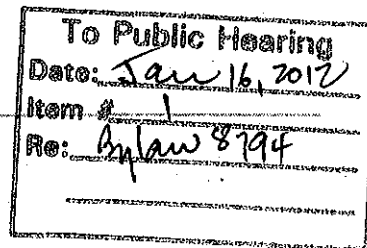
Send a Submission Online (response #612)**Survey Information**

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	1/13/2012 6:02:19 PM

Survey Response

Your Name:	Greg and Andrea Laing
Your Address:	91 Douglas Crescent, Richmond
Subject Property Address OR Bylaw Number:	140 Wellington Crescent
Comments:	<p>Our house backs onto the same alley as the proposed Carriage House to which we are referencing. Regretfully, the precedent set by the so-called Carriage House also on our block (251 Douglas) is an eye-sore; a large boxy structure that is actually a whopper double garage with a suite above. We are now worried. Frankly, we were originally open to the movement to add Carriage Houses - we envisioned the charming examples that we noticed coming up in Vancouver. The monstrosity that towers over our adjacent neighbours is actually ridiculous. We are strongly opposed to yet another one on our block!</p> <p>Seriously, think twice about what you are allowing here. Burkeville's charm is quickly eroding with present trends continuing. Not only are enormous double decker garages (the so-called "Carriage Houses") coming up but thoughtless land eating monster homes are as well of late. We know that the day of the uniform bungalow is long gone - but we appeal to the city planners to make sensible decisions about the go-forward designs that are approved in our unique and still-charming neighbourhood. Respectfully, Greg and Andrea Laing</p>



MayorandCouncillors**From:** City of Richmond Website [webgraphics@richmond.ca]**Sent:** January 14, 2012 8:41 AM**To:** MayorandCouncillors**Subject:** Send a Submission Online (response #613)**Categories:** 12-8060-20-8794 - 140-Wellington Crs

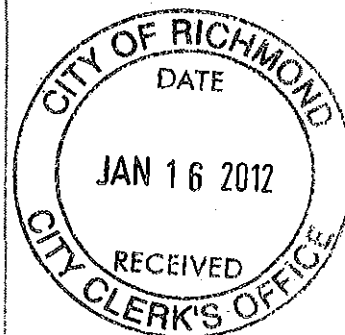
**Schedule 15 to the Minutes of the
Council Meeting for Public
Hearing held on Monday, January
16, 2012.**

Send a Submission Online (response #613)**Survey Information**

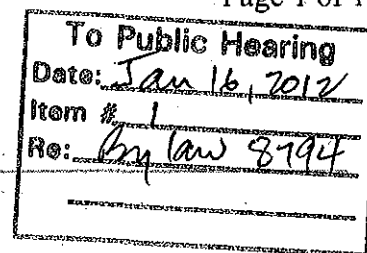
Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	1/14/2012 8:40:28 AM

Survey Response

Your Name:	Bob Schmitz
Your Address:	2040 Boeing Ave
Subject Property Address OR Bylaw Number:	140 Wellington Cr.
Comments:	<p>While I am not adverse to progress and redevelopment in neighbourhoods, I do feel that until the current road system in Burkeville is reviewed and or upgraded, coach house zoning in its present form is not a viable option. The additional need for parking is certain. And the current parking in the area is already dictated by narrow streets and ditches. The concern I would have like many others, is the accessibility for emergency vehicles and personnel to reach their destination. The safety of the community as a whole is at stake. I understand the need or perhaps demand for this type of housing to a certain extent, but the infrastructure in this particular area is not in place. I also feel that the style and size of the coach house should be reviewed. A recent build of an approved coach house in the 200 block of Douglas (directly behind 140 Wellington) is a good example. This building is larger and taller than the existing home and in many persons view quite overwhelming as it takes up such a large space. It would appear that it will</p>

**CNCL-51**

certainly accommodate more than one tenant quite likely requiring additional parking over and above what meets the code for coach housing. The need for mortgage helpers and affordable housing in our market place will be ongoing. Home owners should have options such as coach houses or lane way houses available to them, but not at the expense of the neighbourhood or their own safety.

**MayorandCouncillors**

From: City of Richmond Website [webgraphics@richmond.ca]
Sent: January 14, 2012 11:38 AM
To: MayorandCouncillors
Subject: Send a Submission Online (response #614)
Categories: 12-8060-20-8794 - 140 Wellington Crs

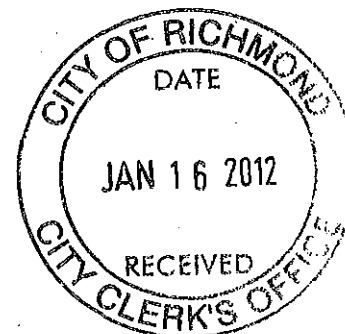
Schedule 16 to the Minutes of the Council Meeting for Public Hearing held on Monday, January 16, 2012.

Send a Submission Online (response #614)**Survey Information**

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	1/14/2012 11:37:24 AM

Survey Response

Your Name:	David Coath
Your Address:	380 Douglas Crescent
Subject Property Address OR Bylaw Number:	140 Wellington Crescent
Comments:	I don't think any more "Coach Houses" should be built in Burkeville. The neighbours to the south lose their back yard privacy. The neighbours to the north lose their back yard privacy and are in almost perpetual shade. It takes about twenty minutes to walk to the skytrain. I believe we should focus density along the No.3 Road corridor, closer to the skytrain, not in the fringe areas.

**CNCL-53**

To Public Hearing
Date: Jan 16, 2012
Item #: 1
Re: Bylaw 8794

Mayor and Councillors**From:** City of Richmond Website [webgraphics@richmond.ca]**Sent:** January 15, 2012 9:14 AM**To:** Mayor and Councillors**Subject:** Send a Submission Online (response #615)

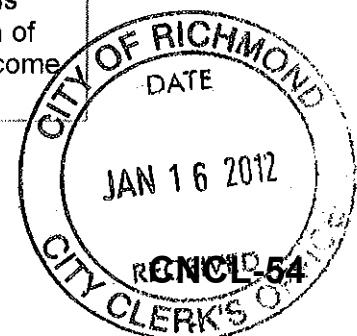
**Schedule 17 to the Minutes of the
Council Meeting for Public
Hearing held on Monday, January
16, 2012.**

Send a Submission Online (response #615)**Survey Information**

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	1/15/2012 9:13:47 AM

Survey Response

Your Name:	Jack Baryluk
Your Address:	180 Lancaster Crescent
Subject Property Address OR Bylaw Number:	140 Wellington Crescent / Bylaw 8794
Comments:	<p>I would like to support Graham MacFarlane in his application for re-zoning. I have owned my home in Burkeville for three years now and, in the future, I hope to have the ability to change the zoning for my own property to add a coach house. I believe there is adequate parking within Burkeville and the fact that there is still a 2-car garage under the coach house allows for off-street parking for both the main house and the coach house occupants. Low-rise densification is an advantage for the community since adding more residents may allow us to keep the school open and may support a case to return bus service and other amenities to Burkeville. Individual homeowners will increase the value of their properties and will have opportunity to have extended family members (children, parents) share their property. If the coach house is rented, it will reduce the financial burden of home ownership especially for single-income property owners like me.</p>



To Public Hearing
Date: Jan 16, 2012
Item # 1
Re: Bylaw 8794

Public Hearing

Letter of support for construction of a

Coach House at 140 Wellington Crescent, Richmond BC.

**Schedule 18 to the Minutes of the
Council Meeting for Public
Hearing held on Monday, January
16, 2012.**

To whom it may concern

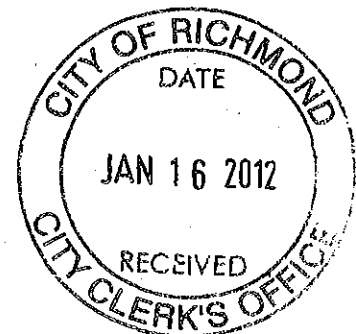
**I hereby tender my support for the applicant Mr. Graham Mcfarlane for
construction of a Coach House at 140 wellington Cres Richmond B.C.**

Signed....

Address.

Phone No,

Date. 16th Jan 2012

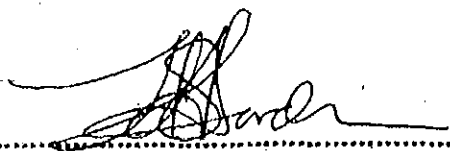


CNCL-55

Public Hearing**Letter of support for construction of a****Coach House at 140 Wellington Crescent, Richmond BC.****To whom it may concern**

Schedule 19 to the Minutes of the
Council Meeting for Public
Hearing held on Monday, January
16, 2012.

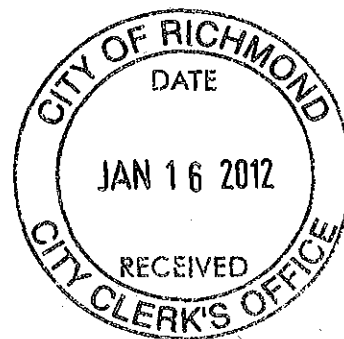
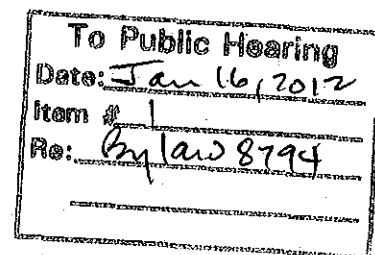
I hereby tender my support for the applicant Mr. Graham McFarlane for
construction of a Coach House at 140 Wellington Cres Richmond B.C.

Signed

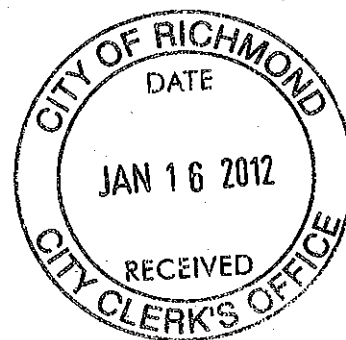
LISA FARDEN

Address

2331 Boeing Ave.
Rmld B.C.
V7B 1S4

Phone No, 604 417 2020**Date**, 16th Jan 2012**CNCL-56**

To Public Hearing
Date: Jan 16, 2012
Item # 1
Re: Bylaw 8194

Public Hearing**Letter of support for construction of a****Coach House at 140 Wellington Crescent, Richmond BC.****Schedule 20 to the Minutes of the
Council Meeting for Public
Hearing held on Monday, January
16, 2012.****To whom it may concern****I hereby tender my support for the applicant Mr. Graham McFarlane for
construction of a Coach House at 140 Wellington Cres Richmond B.C.****Signed.....***Jayfordn Jayfordn***Address.***2331 Beaver Ave
Richmond B.C.***Phone No.** *604-657-2220***Date.** *16th Jan 2012***CNCL-57**

Public Hearing**Letter of support for construction of a****Coach House at 140 Wellington Crescent, Richmond BC.**

To Public Hearing	
Date:	Jan 16, 2012
Item #	1
Re:	Graham 8794

To whom it may concern

**Schedule 21 to the Minutes of the
Council Meeting for Public
Hearing held on Monday, January
16, 2012.**

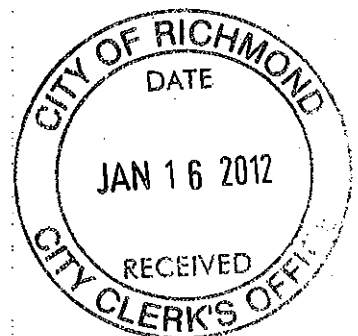
**I hereby tender my support for the applicant Mr. Graham McFarlane for
construction of a Coach House at 140 Wellington Cres Richmond B.C.**

Signed.....**Address.**

Shirley Landefeld
1691 Wellington Cr.

Phone No,

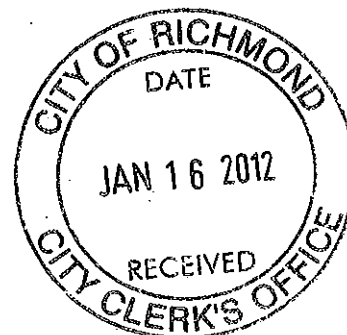
604-207-2469

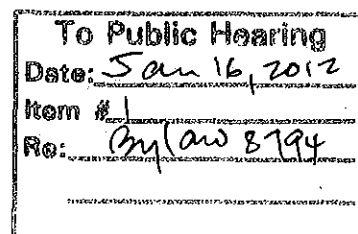
Date. 16th Jan 2012**CNCL-58**

To Public Hearing
Date: Jan 16, 2012
Item # 1
Re: Bylaw 8194

Public Hearing**Letter of support for construction of a****Coach House at 140 Wellington Crescent, Richmond BC.****Schedule 22 to the Minutes of the Council Meeting for Public Hearing held on Monday, January 16, 2012.****To whom it may concern**

I hereby tender my support for the applicant Mr. Graham McFarlane for construction of a Coach House at 140 Wellington Cres Richmond B.C.

Signed *J. J. Downey***Address** *1571 Wellington***Phone No.** *604-278-4875***Date.** 16th Jan 2012**CNCL-59**

**Public Hearing****Letter of support for construction of a****Coach House at 140 Wellington Crescent, Richmond BC.**

**Schedule 23 to the Minutes of the
Council Meeting for Public
Hearing held on Monday, January
16, 2012.**

To whom it may concern

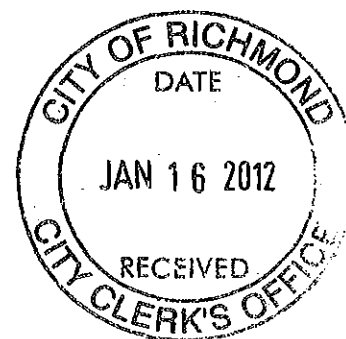
**I hereby tender my support for the applicant Mr. Graham McFarlane for
construction of a Coach House at 140 Wellington Cres Richmond B.C.**

Signed.....**Address.**

1700 WELLINGTON CRES
RICHMOND BC

Phone No,

604 276-2789

Date. 16th Jan 2012**CNCL-60**

Schedule 24 to the Minutes of the
Council Meeting for Public
Hearing held on Monday, January
16, 2012.

Public Hearing

Letter of support for construction of a

Coach House at 140 Wellington Crescent, Richmond BC.

To whom it may concern

I hereby tender my support for the applicant Mr. Graham McFarlane for
construction of a Coach House at 140 Wellington Cres Richmond B.C.

Signed.....*Kevin Barlen*.....

Address. *180 Douglas Cres Richmond BC V7B 1E5*

Phone No. *604 786 9708.*

Date. *16th Jan 2012*



Public Hearing

Letter of support for construction of a

Coach House at 140 Wellington Crescent, Richmond BC.

To whom it may concern

**I hereby tender my support for the applicant Mr. Graham McFarlane for
construction of a Coach House at 140 Wellington Cres Richmond B.C.**

Signed..... *Shaune Sleeman*

Address. *180 Douglas Cres Richmond BC V7B 1E5*

Phone No, *604 8021635*

Date. *16th Jan 2012*



CNCL-62

Public Hearing

Letter of support for construction of a

Coach House at 140 Wellington Crescent, Richmond BC.

To whom it may concern

**I hereby tender my support for the applicant Mr. Graham McFarlane for
construction of a Coach House at 140 Wellington Cres Richmond B.C.**

Signed.....

Address, 1200 Douglas Crescent

Phone No, 604 782-2300

Date. 16th Jan 2012



MayorandCouncillors

From: City of Richmond Website [webgraphics@richmond.ca]
Sent: January 15, 2012 2:16 PM
To: MayorandCouncillors
Subject: Send a Submission Online (response #616)

To Public Hearing
Date: Jan 16, 2012
Item # 3
Re: Bylaw 8834

Send a Submission Online (response #616)**Survey Information**

**Schedule 27 to the Minutes of the
 Council Meeting for Public
 Hearing held on Monday, January
 16, 2012.**

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	1/15/2012 2:15:57 PM

Survey Response

Your Name:	Robert Hillman
Your Address:	9371 Hemlock Driv
Subject Property Address OR Bylaw Number:	RZ-11-562968
Comments:	<p>I'm opposed until something is done with the parking issues in this neighborhood. There are so many cars parking randomly in this neighborhood it's become unsafe. Hemlock isn't even finished properly yet, but we want to keep building. We need to open up Hemlock and not make it a dead end. We need a 4 way stops at Katsura and Ferndale and Hemlock and Alder. Has anyone from the city come out and see what it's like to creep your car out from Katsura to turn on to Ferndale. Parked cars block your vision and you have no choice to creep out and almost get hit. Before we proceed with any new building, let's correct the parking, 4-way stops, and finish Hemlock properly. It's shocking the Richmond planning dept, has a total disregard for street, safety, and parking in this neighborhood. The developers have to change their plans to meet the land they currently own, and not to take away any more public land. These developments should also be required to provide enough parking for all the units. Street parking in a new area should be unheard of other then visitors using the space. We have to remember, there are children that have to cross the roads and we need to make it safe for them and us. Thank-you!</p>



Board in Brief

For Metro Vancouver meetings on Friday, December 16, 2011.

Please note these are not the official minutes. Board in Brief is an informal summary. Material relating to any of the following items is available on request from Metro Vancouver.

For more information, please contact either:

Bill Morrell, 604-451-6107, Bill.Morrell@metrovancover.org or

Glenn Bohn, 604-451-6697, Glenn.Bohn@metrovancover.org

Greater Vancouver Regional District Inaugural Meeting of 2012 Board

Administration of Oath of Office for the 2012 Board of Directors

Chief Provincial Court Judge Thomas J. Crabtree administered the Oath of Office for the 2012 Board of Directors

Election of Board Chair

After calls for nomination, Director Greg Moore was elected by acclamation to be the 2012 Chair of the Board of Directors.

Election of Board Vice Chair

After calls for nomination, Director Raymond Louie was elected the Vice Chair.



**metro
vancouver**

www.metrovancouver.org

Board in Brief

For Metro Vancouver meetings on Friday, January 13, 2012

Please note these are not the official minutes. Board in Brief is an informal summary. Material relating to any of the following items is available on request from Metro Vancouver.

For more information, please contact either:

*Bill Morrell, 604-451-6107, Bill.Morrell@metrovancover.org or
Glenn Bohn, 604-451-6697, Glenn.Bohn@metrovancover.org*

Greater Vancouver Regional District

2012 Metro Vancouver Board Regular Meeting Dates

Approved

This year's board meetings will be held on the following dates:

Friday, January 13; Thursday, January 26 and Friday, January 27 (workshop); Friday, March 2; Friday, March 30; Friday, April 13; Friday, April 27; Friday, May 25; Friday, June 15; Friday, June 29; Friday, July 13; Friday, July 27; Friday, September 21; Friday, October 12; Wednesday, October 17 (Budget Workshop); Friday, October 26; Friday, November 16; Friday, November 30; and Friday, December 14.

Meetings will be held at 9:00 a.m. in the 2nd floor boardroom at 4330 Kingsway in Burnaby, unless otherwise specified on the Metro Vancouver public notice board, website, and agenda. The January 26 and 27 workshop may be held outside the regional district boundaries if required.

Metro Vancouver Appointments to External Agencies - 2012

Approved

Board Chair Greg Moore recommended the following appointments:

Agricultural Advisory Committee - Harold Steves, Richmond

Board of Trustees of the Sasamat Volunteer Fire Department - Michael Wright, Port Coquitlam

Delta Heritage Airpark Management Committee - Scott Hamilton, Delta

Flood Control and River Management Committee of the Lower Mainland Local Government Association - Linda Barnes, Richmond; Lynne Harris, Abbotsford; Mae Reid, Coquitlam



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Fraser Basin Council - Richard Walton, North Vancouver District (Alternate: Barbara Steele, Surrey)

Fraser Valley Regional Library Board - Gayle Martin, Langley City (Alternate: Brad West, Port Coquitlam)

International Centre for Sustainable Cities - Derek Corrigan, Burnaby

Lower Mainland Local Government Association – Raymond Louie, Vancouver

Municipal Finance Authority:

Malcolm Brodie, Richmond (Alternate: Harold Steves, Richmond);

Derek Corrigan, Burnaby (Alternate: Colleen Jordan, Burnaby);

Mae Reid, Coquitlam (Alternate: Wayne Baldwin, White Rock);

Darrell Mussatto, North Vancouver City (alternate: Jack Froese, Langley Township);

Mike Clay, Port Moody (Alternate: Richard Stewart, Coquitlam);

Raymond Louie, Vancouver (Alternate: Tim Stevenson, Vancouver);

Richard Walton, North Vancouver District (Alternate: Michael Smith, West Vancouver);

Marvin Hunt, Surrey (Alternate: Judy Villeneuve, Surrey)

Wayne Wright, New Westminster (Alternate: Lois Jackson, Delta)

Pacific Parklands Foundation - Linda Hepner, Surrey

Regional Parks Forum - Gayle Martin, Langley City

Western Transportation Advisory Council (WESTAC) - Greg Moore, Port Coquitlam (Alternate: Raymond Louie, Vancouver)

Experience the Fraser - Lower Fraser River Corridor Project Steering Committee - Heather Deal, Vancouver, and Gayle Martin, Langley City

City of Langley Additional Hotel Room Tax Renewal

Approved

The Board consented to the City of Langley renewing the additional hotel room tax for an additional five-year period at the existing rate of two per cent.

Appointment of Metro Vancouver Housing Corporation Directors 2012

Approved

The Board appointed the following directors: Don Bell, Scott Hamilton, Bob Long, Gerry Nuttall, Richard Stewart and Richard Walton

Greater Vancouver Regional District Labour Relations Conversion and Amendment Bylaw No. 1156, 2011

Approved

The former labour relations function established by letters patent provides authority for a labour relations bureau to ratify or reject member municipal labour collective agreements and compensation schemes. An interim bylaw approved by the Board allows for the provision of labour relations services but provides for member municipalities to have complete autonomy over their collective agreements and compensation schemes.

		INT
	DW	
✓	GJ	
	KY	
	DB	

0100-01

January 9, 2012

David Weber, Director
City Clerks Office
City of Richmond
6911 No. 3 Road
Richmond, BC
V6Y 2C1

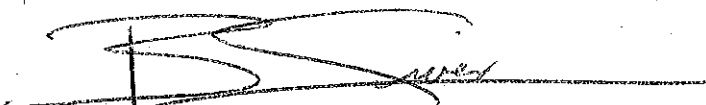
Re: Delegation to January City Council Meeting

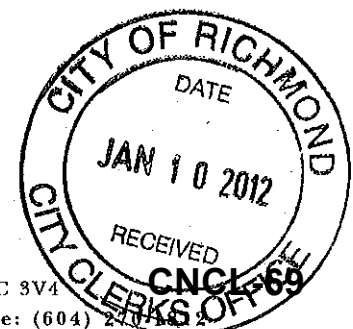
Dear Mr. Weber;

The Gateway Theatre would like to send a delegation to Richmond City Council at their scheduled meeting of Monday, January 23, 2012. This presentation is a requirement of our operating agreement with the City of Richmond in which we will be reviewing Gateway Theatre's 2010-2011 operations. Simon Johnston, Artistic and Executive Director, and Keith Liedtke, Chair of the Board of Directors, will attend to make this presentation.

Please feel free to contact me if you have any questions at 604-247-4971.

Sincerely,


Beverley Silver,
Interim, General Manager
Gateway Theatre





**2010-2011 ANNUAL REPORT
RICHMOND GATEWAY THEATRE SOCIETY**



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Message from the Chair



Our 26th professional theatre season featured new scripts mixed in with revivals of more familiar plays. Our most exciting and energetic production was “The Forbidden Phoenix”, a new musical with orchestration commissioned by Gateway. Our production garnered favourable attention in both local and national media, for this multicultural retelling of a famous Chinese story of the Monkey King.

The Academy continues to grow with more students in fourteen different classes. We offer professional instruction to youth in music, dance and acting disciplines. The success of this program is demonstrated by the self-awareness and self-confidence our students develop, not to mention their career achievements as they not only return to our stages to demonstrate their crafts, but grace other theatres with their talents.

Box Office revenue for our Main Stage, Studio, Play Development and Academy covers approximately 75% of the costs for these productions. (The national average is below 50% and for our audiences’ outstanding support, we thank you). The additional funds required to put on these events comes from sponsorship, grants and fundraising activities. Sourcing these funds is proving to be an even bigger challenge given our current economic environment. Our government and sponsor support this last year fell well below our expectations. Our audience’s strong support for the Gateway provides a compelling example of why more private sector support for our theatre is warranted.

Not wanting to be totally dependent on others to cover the 25% funding shortfall, the Gateway Theatre Society Board launched a fundraiser to assisting in closing our funding gap. The pARTy combined a cocktail party with all couples attending the event leaving that evening with an original piece of art. It was a very special night for all attending, the artists, the attendees, the volunteers and the Gateway Theatre staff. Plans are currently underway for next year’s event, there is no doubt we will far exceed this year’s fund raising of \$13,000.00.

While one third of the year is devoted to our professional productions, the remaining two thirds of the year Gateway is rented to community artist groups. These groups have brought Chinese operas, and dance and music recitals to our stage. We have even hosted a film shoot at the theatre. As I write my message I am pleased to report we are at full capacity supporting these groups, with a waiting list of groups that wish to present additional performing arts events in our community.

The committed work of our Board, Staff and Volunteer Teams cannot be overstated. Their dedication and the hours they invest in making the Theatre what it is today is invaluable. Thank you!

The City of Richmond’s support remains invaluable to our existence. Their foresight to bring professional theatre to our community has spawned a myriad of artistic groups in our community, with the Gateway being the jewel in the crown of those cultural services.

We have had an outstanding Artistic Director for the past twelve years. As many of you already know, Simon Johnston has announced his plans to leave the Gateway next spring. We cannot say enough about what Simon has meant to our theatre and our community. His vision of our theatre and his hours of hardworking service to the community have made the Gateway a nationally respected theatre. Simon, you will be sorely missed by all, your colleagues, your Board and your community.

W. Paul Corcoran

Chair, Richmond Gateway Theatre Society Board

2010-2011 Richmond Gateway Theatre Society Board

Executive Committee

Paul Corcoran	Chair
Lori Chalmers	Vice Chair
Keith Liedtke	Treasurer
Debbie Tobin	Secretary
Sue Halsey-Brandt	City Council Representative

Members at large

Seemah Aaron
Michael Anderson
Denise Chambers
Ruth Collison
Elana Gold
Evelyn Lazare
Susan G. Ness
Scott Stewart

Committees

Fundraising

Scott Stewart, Chair
Seemah Aaron
Michael Anderson
Lori Chalmers
Denise Chambers
Ruth Collison
Paul Corcoran
Diane Cousar
Elana Gold
Evelyn Lazare
Carmen McCracken
Susan G. Ness
Debbie Tobin
Sheilagh Cahill (staff)
Suzanne Haines (staff)
Simon Johnston (staff)
Stephanie Shardlow (staff)
Beverley Siver (staff)

Finance

Paul Corcoran, Chair
Jerry Chong
Diane Cousar
Katharine Lecy
Keith Liedtke
Suzanne Haines (staff)
Simon Johnston (staff)
Jessie Li (staff)
Beverley Siver (staff)
Brent Wang (staff)

Nominating

Debbie Tobin, Chair
Diane Cousar
Keith Liedtke
Suzanne Haines (staff)
Simon Johnston (staff)

Mission Statement

Gateway Theatre is a welcoming and inclusive regional theatre for Richmond and its surrounding communities. Encouraging participation and cultural diversity, we strive for excellence and leadership in the development and production of live professional theatre and programs that connect the community.

Core Values

These values define the way decisions are made at the Gateway Theatre. They create a welcoming team and inclusive culture for staff, volunteers, partners, clients, and patrons.

LEADERSHIP <ul style="list-style-type: none">- Sustainability- Relationships with community- Proactive	RESPECT <ul style="list-style-type: none">- Treatment of each other- Positive attitude- Dignity
INCLUSIVE <ul style="list-style-type: none">- Participation- Diversity: cultural, social & ethnic- Responsiveness	QUALITY <ul style="list-style-type: none">- Unique- Artistic Excellence- Innovation

Programs

Gateway Theatre's mission is implemented through programs delivered to the region. These programs are:

A: Live Professional Theatre

- Main Stage Productions
- Studio Productions
- Play Development
 - Commissions
 - Readings
 - Workshops
 - Dramaturgy
- Gateway Academy

B: Community Connections

- Partnerships
 - City of Richmond
 - Corporate
- Rentals Program
- Volunteer Program
- Special Events
- Mentorship

Report from the Artistic and Executive Director

As I write this report, it is a beautiful September day and summer still lingers outside the windows of my office overlooking beautiful Minoru Park. You'll forgive me, I hope, for sounding sentimental in a business document but this will be the last time I will address the Society's membership in my capacity as Artistic & Executive Director. As you know, I have announced my resignation effective April 30, 2012. By that date, I will have had the privilege of serving this wonderful theatre for almost 12 years. I am happy to report that the organization is stable and poised for great things ahead.



In many ways our season followed the blueprint of previous years. Subscriptions for our Main Stage and Studio Series remained at 2300, unchanged from the last cycle. Patrons were loyal in their support despite the sluggish economic recovery. We produced a newly commissioned world premier and we developed our mentorship of local artists by giving emerging talent opportunities to work on all our stages.

Brighton Beach Memoirs opened the season; directed by Natasha Nadir who started with Gateway as an instructor in our Academy, then a workshop director, then a Studio director and finally directing on the Main Stage. Likewise, actor Dylan Kruger came through our Academy to play the lead role in this charming production. ***Annie*** burst onto our stage in December. The majority of the orphans in this large musical were also recruited from our Academy; and the show was directed by Johnna Wright who has progressed through the directing ranks of various Gateway programs. In February we co-produced with Persephone Theatre, Saskatoon a new adaptation of Dickens' ***Great Expectations*** written by Errol Durbach, a local writer. This production allowed us to stretch our work across provincial borders to give us a place in the national theatre scene. Then in April ***The Forbidden Phoenix*** hit our stages. Written by Canadians Marty Chan and Robert Walsh, this musical fable was the culmination of almost seven years of development. Based on the tale of the Monkey King, it embraced a diversity of actors who wowed the audience with martial arts, singing and giant puppetry to tell an epic story of Chinese immigrants' encounter with the Canadian experience during the building of the railway in the nineteenth century. We commissioned the full orchestration for ten musicians and incorporated Chinese surtitles. It was a thrilling achievement to be able to bring a script from our Scene First play development program to the Main Stage.

In February, ***Sexy Laundry*** by Vancouver writer Michele Riml heated up the Studio Series and was so popular that we extended the run by an extra week. ***Burning In*** by UBC graduate Natalie Meisner premiered in March. This was selected from our Scene First play development program where it was work shopped prior to receiving its full production. Once again both plays opened up opportunities for emerging directors, designers and actors to perform at Gateway.

Due to cut backs in government grants we reluctantly suspended Scene First for one year. This play development program has been responsible for seventeen premieres on both the Main Stage and in the Studio over the last decade. It was also the entry point for developing directors, stage managers and actors for large productions on all our stages. Despite its worthiness, we decided to redirect our resources but hope to reinstate the program in the future.

The **Gateway Academy** went into its 19th year with after school classes in musical theatre and acting taught by a faculty of amazing professionals. The program is located at Gateway and offers a variety of courses ranging from beginners to pre-professional levels. 280 students enrolled in fourteen different

classes that ran from July to May. As in previous years many of the classes had waiting lists. The Academy is suited to those 6 – 18 years of age. The majority of enrolment comes from Richmond with the remaining students traveling in from surrounding communities. This program is poised to grow even larger in upcoming years.

The programs reviewed above make up one-third of the calendar year. Two thirds are open to any local or regional performing arts group on a rental basis. This past year the facility enjoyed over 1000 uses in all the different venues. There was an aggregate of over 51,000 patrons to all our events. These reflect increases in both usage and attendance. Clearly there is an appetite for the performing arts despite the gloom and doom being reported in the news.

If I had to choose what I would miss most of my job, I would have to say the **Volunteers – our Gateway Ambassadors**. Year after year, since this theatre's inception, volunteers who greet you at the door, store your coats, tear your tickets and usher you to your seats have unfailingly demonstrated the virtue of community spirit. These are your neighbors, your family and friends who invest sweat equity to ensure that a fragile sector like the arts survives from day to day. We had 122 stalwart members representing a variety of ages and cultures that make Richmond a unique city. Together they worked over 11,000 hours. I am happy to say there is a waiting list to join this wonderful group.

Gateway is functioning at a very high level. We continue to balance our obligations to the community with our growth as one of the more successful professional theatres in Canada. In order to keep our tickets affordable box office sales account for 75% of the cost of our programs. This is significantly higher than the national average which hovers around the 50% mark. So the remaining 25% must be derived from other sources including sponsorships, grants and donations. Our Board, wishing to contribute to this, mounted a very successful fundraising event in June that raised \$13,000. Encouraged by these results, the event will be repeated during the 2011-2012 season.

I would like to thank the Board of Directors for their continued support of me personally and professionally. Likewise, the City of Richmond makes an exemplary commitment to the arts in our community and demonstrates true leadership amongst municipalities. I am very grateful for this vision. And finally to my General Manager Suzanne Haines, to the amazing administration Staff and to the hundreds of artists, it has been an honor and a privilege. My thanks, thanks and thanks again. I will miss you all endlessly.

A stylized, handwritten signature in black ink that reads "Simon".

Simon Johnston

Artistic & Executive Director, Richmond Gateway Theatre

What our patrons say:

Brighton Beach Memoirs by Neil Simon



“Even, crisp direction. Moving, funny & so believable. You’ve got a winner.”

“You made me cry, quite a feat. Beautiful set design and well acted.”

“Glad to be a season ticket holder. This was terrific.”

from left: Dylan Kruger and Daryl King by David Cooper Photography.

Sexy Laundry by Michele Riml



“My wife of 53 years and I saw the show last night. It was funny, very well acted, poignant, and thoughtful. We liked the intimacy of Studio B.”

“Loved it! I had a lot of belly laughs as it was so funny, yet so true to life. Great acting.”

Photo of Janet Michael and Gerry Mackay by Sherry Elasoff.

Annie

Book by Thomas Meehan, music by Charles Strouse, lyrics by Martin Charnin



“There were 11 of us in our party and everyone enjoyed it from the teenagers to the grandparents.”

“We want to tell you that we LOVED the Annie show. What a heartwarming story to get us into the Christmas spirit.”

“I just wanted to say that you guys put on a GREAT performance! This was a fantastic show, and I’m so glad I brought my kids to see it.”

Cast photo by David Cooper Photography.

Great Expectations

Adapted by Errol Durbach from the novel by Charles Dickens



“What a fantastic, high-quality production.”

“I just saw your production last night and I thoroughly enjoyed it!”

“The best acting I have seen in a play for a long time.”

From left: Robert Moloney, Kent Allen, Anthony Ingram. Photo by Ken Williams.

Burning In by Natalie Meisner



“Good show. Will come again.”

“I was very moved. A very well written and beautifully acted play.”

“1st intermission – excellent! Writing & acting, love the photo screen.”

Photo of Dawn Petten & Aslam Husain by Sherry Elasoff.

The Forbidden Phoenix

Book & lyrics by Marty Chan, lyrics, music & orchestration by Robert Walsh



“What terrific theatre! Entertaining, exciting and enlightening. We were taken on a wonderful ride.”

“Went to see the show last night. It was great! Very good cast. Wow.”

“So enjoyed the production last week, I just booked 4 more tickets.”

Photo of The Forbidden Phoenix by Tim Matheson.

Gateway Academy for the Performing Arts

In its 20th year, the Gateway Academy is a unique school offering classes in theatre skills. Our Faculty, made up of professionals in the performing arts, brings a world of experience and expertise to the studio and infuses the students with their passion. Classes are inclusive, welcoming and fun while providing a concentrated exploration of the performing arts. Students aged 6-18 years of age have the opportunity to learn Acting, Musical Theatre and Voice. They advance in skills both tangibly measurable and interpersonal; these skills become transferable life skills which they can use regardless of their future direction.

Summer Camps

Pre-teen Musical Theatre Camp (ages 8-13)
Twins Acting Intensive Camp 1 (ages 11-13)
Pre-teen Acting Intensive Camp 2 (ages 8-10)
Improv Camp 1 (ages 8-10)
Improv Camp 2 (ages 11-13)

Voice

Voice 1 (ages 8-10)
Voice 2 (ages 11-13)



Acting

Acting Introduction (ages 6-7)
Acting-A (ages 8-10)
Acting-B (ages 11-13)
Acting-C Performance (ages 13-18)

Musical Theatre

Musical Theatre Introduction (ages 6-7)
Musical Theatre-A (ages 8-10)
Musical Theatre-B (ages 10-13)
Musical Theatre-C (ages 13-18)



2010-2011 Scholarship Winners



Ironwood Plaza McDonald's Young Performer Award (6-8)
Katarina Stojavljevic

Steveston McDonald's Young Performer Award (8-10)
Nina Trochtchanovitch

Alderbridge Way McDonald's Young Performer Award (10-13)
Ilan Field

Blundell Centre McDonald's Young Performer Award (13-18)
Zachary Protz (absent)

From left: Christine Campell representing McDonald's Restaurants, Katarina Stojavljevic, Ilan Field, Nina Trochtchanovitch, Academy Manager Ruth McIntosh.

Community Clients

Two-thirds of theatre dates are dedicated to community clients. In 2010 -2011 Gateway Theatre embraced a variety of organizations, with diverse entertainment performed or presented here. Our clients, both new and returning for this past year were:

BC Chinese Music Association	Richmond Community Band*
Burke Academy of Dance*	Richmond Concert Association*
Chuen Ying Arts Centre	Richmond Hospice Foundation
Cindy Yang Academy of Dance	Richmond School Board #38*
City of Richmond*	Richmond Youth Concert Band*
Dance Co*	Springtime Stage
Defy Gravity	Steveston Arts Connection
Festival of Voice*	Super Productions
Gabriela's Movement Studio*	The Pacific Piano Music Association
Grand Hale Marine Products	Tom Lee Yamaha Canada
International Drug Free Athletics	Tong Moo Do
Bodybuilding	Touring Players*
Music Encore Society	UBC Dragon Seed Connection
Pacific Piano Society*	Vancouver Academy of Dance*
Ping Academy of Dance	Vancouver Asian Canadian Theatre Company
Queens Singing Training Centre	Vancouver Beauty Dance
Richmond Academy of Dance*	Vitta Piano Studio
Richmond Chinese Folk Dance Society*	Wei Li
Richmond Christian School	West Point Grey Academy

*Organizations who have been users for more than 10 years

Facility Usage Report

		Attendance						
MONTH	MONTHLY TOTAL	Gateway Theatre Plays	Academy	Rentals	Main Theatre	Studio A	Studio B	Lobby
JULY (2010)	1020	0	1020	0	30	3	7	0
AUGUST	359	57	302	0	5	8	14	1
SEPTEMBER	3422	241	534	2647	17	26	23	3
OCTOBER	5246	3330	856	1060	31	38	21	18
NOVEMBER	5054	1478	940	263	21	44	27	6
DECEMBER (2010)	9446	8422	737	287	28	1	50	3
JANUARY (2011)	1651	25	771	855	3	26	47	1
FEBRUARY	3939	3051	884	4	22	42	11	4
MARCH	3881	913	831	1884	50	32	19	3
APRIL	5394	3330	1075	989	24	0	45	5
MAY	8091	74	0	6956	22	7	7	1
JUNE (2011)	3553	417	0	3136	15	13	14	3
TOTAL	51056	21338	7950	18081	268	240	285	48

TOTAL ATTENDANCE: 51056
 USAGE 841

Volunteer Program



A very large and genuine thanks goes out to our volunteers. They serve as Hosts, Ticket Takers, Ushers, Bar Assistants, and Administrative Assistants, not to mention the non-performance hours spent as flyer and poster distributors, light walkers for the technical crew, reception/food prep assistants, candy bagging assemblers for our concession sales, and more! The volunteers are Ambassadors to the Gateway Theatre and their commitment, hours, efforts, donations, memberships, and overall service are a vital part of our Gateway family.

Total Number of Volunteers	122
Number of Volunteers with over 10 years of service	55
Total hours of donated time in 2010-2011	11,800 hours
\$ Value of time	\$115,050

BRAVO GATEWAY VOLUNTEERS!

Fundraising Committee Report



Alfred Hitchcock said “Drama is life with the dull bits cut out”. And if I may be so bold there were no “dull bits” in Gateway Theatre’s 2010 – 2011 line up. It was a great year! People need a place where they can escape the dull realities of life; Gateway offers just such an oasis. Our task is to make Gateway accessible to as many people as possible. That’s where the Fundraising Committee comes in. We need to provide funding for high quality productions while keeping our tickets affordable. I am proud to say that we accomplished our goal again. I would like to thank all of our members and sponsors, both corporate and individual, for helping us to provide a very essential service to the community, without you the show could not go on.

In order to capture the attention of the community, fundraisers have to keep their ideas fresh. This year we took on that challenge: the Fundraising Committee set out to find a new idea that would not only raise money but would also raise awareness of Gateway. Many great ideas were discussed but one came out as the frontrunner. Of course I speak of the birth of Gateway’s pARTy. And what a brilliant brainchild. I must take this opportunity to congratulate the members of the Fundraising Committee who worked so hard and gave so much of their time, sweat and imagination to make it happen. They are volunteers, so when they take on such a monumental task they do so by taking time from their families and their busy lives. I was honoured to work with such talented and imaginative people. I would also like to thank the full time Gateway staff who did their regular jobs plus handled all the extra work we threw at them. I could not forget the volunteers who did the work that made the event soar. The pARTy was a great success. Not only did it raise funds and awareness of Gateway, it was a great deal of fun for our guests. Next year the pARTy will be even bigger and better. Here’s where the free advice comes in, get your tickets early so you will not miss out.

I am looking forward to the 2011 – 2012 season. It looks even more exciting than last year, enjoy and escape. Please join me in recognizing the good work of your Fundraising Committee.

Scott Stewart, Chair
Seemah Aaron
Michael Anderson
Sheilagh Cahill
Lori Chalmers
Denise Chambers
Ruth Collison

Paul Corcoran
Diane Cousar
Elana Gold
Suzanne Haines
Simon Johnston
Evelyn Lazare
Carmen McCracken

Susan Ness
Beverley Siver
Stephanie Shardlow
Scott Stewart
Debbie Tobin

	2010-2011	2009-2010	2008-2009
Revenues			
Fundraising	73,621	54,773	40,528
Memberships & Donations	34,552	30,690	26,291
Sponsorships	24,560	32,663	43,400
Grants	194,451	179,023	124,697
Total Revenues	327,184	297,149	234,916
Total Expenses	69,018	31,748	25,900
Net Raised	258,166	265,401	209,016

Special thanks to all sponsors who recognize the importance of the Performing Arts in our community and whose support enables the Gateway Theatre to continue to provide excellence in its programming:

Sustaining Support: The City of Richmond

Operating Support: Province of British Columbia
BC Arts Council
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City of Richmond
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Vancouver Foundation

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The Apron at The Westin Wall Centre
Vancouver Airport
Taste of Italy Catering

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Dan-D Pack
Design Tech Hair Studio
Dr. Sun Yat-Sen Classical Chinese
Garden
Felicis Restaurant
Greenacres Golf Course

Harbour Air Seaplanes
 The Keg Steakhouse & Bar
 Lacquer Beauty Bar
 Mandalay Lounge & Steakhouse
 Minoru Seniors Centre
 Nando's Flame Grilled Chicken – Head Office
 Nature's Path Foods Inc.
 Nirvana Organics
 Panago Pizza – Head Office
 Paesano's Fine Italian Cuisine
 Paula Craig with The Whole Being Yoga Company
 Pieces Fish & Chips
 Raintree Wellness Spa

Richmond Aquatics
 Richmond Centre
 Richmond YYoga
 Ricky's All Day Grill – Garden City Centre
 Shaughnessy Golf & Country Club
 Starbucks – Ackroyd Plaza
 Starbucks – Richmond Centre.
 Subway Restaurant – Blundell Centre
 Suki's Hair Salon
 Vancouver Civic Theatres
 VTech Technologies Canada Ltd.
 Waves Coffee House – No. 3 Road
 White Spot – Richmond Centre

Gateway Theatre Cocktail pARTy

Artists

Catherine Adamson
 David Alselrod
 Lori Bagneres
 Enda Bardell
 John Beatty
 Lee Beaudry
 Aphrodite (Afrodita) Blagojevic
 Tony Bowden
 Geri Buchanan
 Elaine Campbell
 Nick Cannone
 Joe Chan
 Jill Charuk
 Raymond Chow
 Donna D'Aquino
 Dave Denson
 Marney-Rose Edge
 Alano Edzerza
 Jennifer Ettinger
 Brittani Faulkes
 Catherine Fields
 Elaine Fleming
 Eileen Fong
 Colin Foo
 Gary Fox
 Leor Froelich
 Margreth Fry

Jean Garnett
 Daniel Grant
 Varouj Gumuchian
 Tammi Hall
 Pamela Holl Hunt
 Florian Hossfeld
 Louise Howard
 Mike Hughes
 Jeanette Jarville
 Therese Lydia Joseph
 Joyce Kamikura
 Carmen Keitch
 Shelly Kent-Snowsell
 Susanne Kestner-Aiello
 Angela Lake
 Evelyn Lazare
 David Liu
 Hui Lin Liu
 Ron Manning
 Mena Martini
 Rita McArthur
 June McDonald
 David McHolm
 Becky McMahon
 Mazair Mehrabi
 Adrienne Moore
 Sara Morrison
 Patti Munro

Melina Neufeld
 Gina Page
 Karen Lorena Parker
 Christina Passey
 Veronica Poon
 Noah Powers
 Shirley Rampton
 Alexandra Robinson
 Claudio Segovia
 Kim Scott
 Darlene Shandola
 Irean Shklover
 Craig Smith
 Mark Stephenson
 Marlene Strain
 Patrick Sullivan
 Jennifer Taylor
 Jean Thompson
 Annie Tsai
 Dodie Vervais
 Morely Watson
 William Watt
 Loraine Wellman
 Robin White
 Sharon Wilson
 Donna Wright
 Rebecca Wu
 Thomas Yu

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The Apron at The Westin Wall Centre
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McWilliam's Wines

Nooch Snack & Chill
The Point Restaurant & Tapas
Starbucks
The Steveston Cookie Company
Tapenade Bistro

Special thanks to our 2010-2011 Donors

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Gloria & Tim Enno	Fred & Ruth Krause	
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Marion Reaburn
Peggy Redpath
Carol Reed
John & Lin Richardson
Jacqueline Roy
William Seney
Ken Seto
Jim Sinclair
Nansi Smith
Frank Stephan

Scott Stewart
Janet Sutherland
Stewart Tait
Setsuko Tanaka
TELUS on behalf of
Glenda Johnson
Debbie Tobin
Elizabeth Tsang
Kenneth Turnbull
Joan Tweedlie

Carole Utting
Barrie Vickers
John Watson
Donna M. White
Garry & Linda White
Brian Whitworth
Roswitha Wilby
Emily & Gordon Wilson
Lisa Xu
Carol Yeo

Seat Dedicators (Individuals)

Katherine Kwok
Fanny Lai
William & Amy Leung
John Martell
Robert McGall

Seat Dedicators (Companies)

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Budget Appliance Centre Ltd.
Campbell Froh May & Rice LLP
Citimark Development Corporation
Great Canadian Casinos Inc.
KBM Management Services Ltd.
Tembo Design

Scott Stewart

Fund Development Chair, Richmond Gateway Theatre Society Board

Finance and Audit Committee Report

Message from the Treasurer



This past season was challenging with less revenue opportunities due to a decrease in available sponsorship dollars and the continued impact of Provincial Government cuts to the arts. Cutbacks from the BC Arts Council and the BC Direct Access Community Grants program are putting pressure on our ability to generate granting revenue, making us more reliant on ticket sales, sponsorship and donation revenues in the future.

In spite of all these challenges, management's pro-active implementation of expense controls and revenue generating for the year ended June 30, 2011, resulted in our revenues being \$3,820 greater than expenses. Revenue for the year is \$2,382,740, which shows increased revenue as compared to last year. Expenses for the year were \$2,378,920 which is also greater than last year. You

can see the fine line we operate on and the impact of any reduction in sponsorship and grant dollars. The above results increased our accumulated operating deficit to \$84,958 and reduced our accumulated administration deficit to \$41,785. The deficit in the administration fund expresses the vacation and overtime owed to employees at June 30, 2011. Employees are eligible to use vacation earned for the year by December 31.

I thank the Finance and Administrative staff of the Gateway Theatre for their continued support of the Finance Committee over the past year. I would also like to thank all members of the Finance Committee for their active participation and advice to the Board of the Richmond Gateway Theatre Society.

Keith Liedtke

Treasurer, Richmond Gateway Theatre Society Board

RICHMOND GATEWAY THEATRE SOCIETY
Financial Statements
June 30, 2011



BLUE FISH GROUP
CHARTERED ACCOUNTANTS

INDEPENDENT AUDITORS' REPORT

To the Members of Richmond Gateway Theatre Society

We have audited the accompanying financial statements of Richmond Gateway Theatre Society, which comprise the statement of financial position as at June 30, 2011, the statement of operations and fund balances and the statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepted accounting principles and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, these financial statements present fairly, in all material respects, the financial position of Richmond Gateway Theatre Society as at June 30, 2011 and its financial performance and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles. As required by the Society Act of British Columbia, we report that, in our opinion, these principles have been applied on a basis consistent with that of the preceding year.

Blue Fish Group

Chartered Accountants
Burnaby, B.C.
September 27, 2011

RICHMOND GATEWAY THEATRE SOCIETY

Statement of Financial Position

June 30, 2011

	2011	2010
ASSETS		
CURRENT		
Cash and term deposits (Note 4)	\$ 286,944	\$ 312,552
Accounts and grants receivable	53,982	47,259
Inventory	5,464	6,051
Prepaid expenses	9,891	7,027
Prepaid production expenditures	77,553	55,192
	<u>433,834</u>	<u>428,081</u>
PROPERTY AND EQUIPMENT (Note 3)	4,929	12,162
TERM DEPOSITS RESTRICTED FOR ENDOWMENT FUNDS	<u>334,541</u>	<u>331,588</u>
	<u>\$ 773,304</u>	<u>\$ 771,831</u>
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable and accrued liabilities	\$ 125,621	\$ 171,973
Deferred administration grant revenue	13,645	4,326
Deferred operating revenue	423,243	388,557
	<u>562,509</u>	<u>564,856</u>
COMMITMENTS AND CONTINGENCIES (Note 8)		
NET ASSETS (DEFICIENCY)		
Externally restricted administration fund	(41,785)	(76,977)
Internally restricted general endowment fund	324,541	321,588
Externally restricted Rotary endowment fund	10,000	10,000
Internally restricted grant fund	2,997	3,779
Unrestricted operating fund	(84,958)	(51,415)
	<u>210,795</u>	<u>206,975</u>
	<u>\$ 773,304</u>	<u>\$ 771,831</u>

ON BEHALF OF THE BOARD



Board Chair



Treasurer

See accompanying notes to financial statements



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RICHMOND GATEWAY THEATRE SOCIETY
Statement of Operations and Fund Balances
Year Ended June 30, 2011

	Operating fund (Schedule 1)	Administration fund (Schedule 2)	Grant fund (Schedule 3)	Rotary Endowment fund	General Endowment fund	2011	2010
Revenues	\$ 1,346,742	\$ 1,031,442	\$ -	\$ 127	\$ 4,429	\$ 2,382,740	\$ 2,068,200
Expenditures	1,380,285	996,250	2,258	127	-	2,378,920	2,098,890
Excess (deficiency) of revenues over expenditures	(33,543)	35,192	(2,258)	-	4,429	3,820	(30,690)
Interfund transfers (Note 5)	-	-	1,476	-	(1,476)	-	-
Fund balance, beginning of year	(51,415)	(76,977)	3,779	10,000	321,588	206,975	237,665
Fund balance, end of year	\$ (84,958)	\$ (41,785)	\$ 2,997	\$ 10,000	\$ 324,541	\$ 210,795	\$ 206,975

See accompanying notes to financial statements

RICHMOND GATEWAY THEATRE SOCIETY

Statement of Cash Flows

Year Ended June 30, 2011

	2011	2010
OPERATING ACTIVITIES		
Excess (deficiency) of revenues over expenses	\$ 3,820	\$ (30,690)
Item not affecting cash:		
Amortization of property and equipment	7,232	7,232
	<u>11,052</u>	<u>(23,458)</u>
Changes in non-cash working capital:		
Accounts and grants receivable	(6,722)	(11,502)
Inventory	587	(1,799)
Prepaid expenses	(2,864)	3,145
Prepaid production expenditures	(22,361)	(578)
Accounts payable and accrued liabilities	(46,352)	(28,920)
Deferred administration grant revenue	9,319	(119,239)
Deferred operating revenue	34,686	49,440
Deferred Web Sales development expenditures	-	3,678
	<u>(33,707)</u>	<u>(105,775)</u>
Cash flow used by operating activities	<u>(22,655)</u>	<u>(129,233)</u>
INVESTING ACTIVITIES		
Purchase of property and equipment	-	(800)
Cash flow used by investing activities	<u>-</u>	<u>(800)</u>
DECREASE IN CASH FLOW	(22,655)	(130,033)
CASH - Beginning of year	644,140	774,173
CASH - End of year	\$ 621,485	\$ 644,140
CASH CONSISTS OF:		
Cash and term deposits	\$ 286,944	\$ 312,552
Term deposits restricted for endowment funds	<u>334,541</u>	<u>331,588</u>
	\$ 621,485	\$ 644,140

See accompanying notes to financial statements



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RICHMOND GATEWAY THEATRE SOCIETY

Notes to Financial Statements

Year Ended June 30, 2011

1. PURPOSE OF ORGANIZATION

The Richmond Gateway Theatre Society was founded in 1982 and is incorporated as a non-profit society under the Society Act of British Columbia and is tax-exempt as a registered charity and charitable organization under the Income Tax Act.

The purpose of the Society is to manage and operate the Richmond Gateway Theatre on behalf of the City of Richmond (the "City") and its citizens. The direct revenue sources of the Society are not sufficient to cover its total expenditures and, as a result, the continued support of the City of Richmond is required to finance the building and administration costs of the Society.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Inventory

Inventory is valued at the lower of cost and net realizable value.

Property and equipment

Property and equipment are recorded at cost less accumulated amortization. Amortization on additions during the year is pro-rated based on the number of months in the year since acquisition. Amortization rates are designed to amortize the assets over their estimated useful lives. The amortization rates are as follows:

Computer equipment	3 years	straight-line method
Computer software	3 years	straight-line method
Office equipment and furniture	3 years	straight-line method

Under the terms of the agreement between the Richmond Gateway Theatre and the City of Richmond, certain property improvements, equipment and furniture directly acquired by the City on behalf of the Society are considered property of the City and are not recorded in these financial statements.

RICHMOND GATEWAY THEATRE SOCIETY

Notes to Financial Statements

Year Ended June 30, 2011

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Revenue recognition and basis of financial statement presentation

The Society follows the deferral method of accounting for contributions.

Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection reasonably assured. Production revenue and expenses are matched whereby revenue received for future productions is recorded as deferred operating revenue and expenditures made for future productions are recorded as prepaid production expenses.

From time to time, the Board of Directors (the "Board") may impose certain restrictions on fund balances. These amounts are presented on the statement of financial position and statement of operations and fund balances. These internally restricted amounts are not available for other purposes without approval of the Board of Directors.

Endowment contributions are recognized as direct increases in net assets. Externally restricted contributions are recognized as revenue in the year in which the related expenses are recognized.

Grants from various foundations and government agencies are recorded as revenue when notice of approval is received or conditions fulfilled.

Donations from the general public are recorded upon receipt of the donated assets.

The Society records donated materials and services (gifts-in-kind) used in the normal course of operations that would otherwise be purchased, and for which fair value is supported by an independent appraisal. Such items are recognized at fair value. During the year, the Society received donated art, which was in turn sold during a fundraising event. Donated art that was not sold is not capitalized, but expensed as a part of the function expenditures.

Interest income is recognized as revenue in the year received or receivable, if the amount to be received can be reasonably estimated and collection is reasonably assured.

Administration fund

This fund represents the cumulative excess (deficiency) of revenues over expenditures relating to the management and operation of the Richmond Gateway Theatre. The revenue for this fund is received from the City and expenditures are restricted by an annual budget which is approved by the City.

General endowment fund

The Society's Board of Directors has internally restricted resources for endowment purposes. Investment income on this amount is allocated based on the Board's discretion. These internally restricted amounts are unavailable for other purposes without approval of the Board of Directors.

Rotary endowment fund

This externally restricted fund represents deposits resulting from a grant of \$10,000 from the Richmond Sunrise Rotary Club. Interest earned on these deposits is to be used for bursaries and scholarships of the summer musical theatre program.



BLUE FISH GROUP
CHARTERED ACCOUNTANTS

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RICHMOND GATEWAY THEATRE SOCIETY

Notes to Financial Statements

Year Ended June 30, 2011

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Net assets internally restricted for grants

These contributions have been set aside for distribution to various community groups to assist with special production costs, use of Richmond Gateway Theatre where not otherwise possible, educational costs or special events.

Measurement uncertainty

The preparation of financial statements in accordance with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. These estimates are reviewed periodically, and, as adjustments become necessary they are reported in earnings in the period in which they become known.

Contributed services

Volunteers contribute their time every year to assist the Society in carrying out its activities. The value of contributed services of a non-remunerative nature is not recognized in these financial statements.

Financial instruments

The organization has adopted CICA Handbook Section 3855, Financial Instruments.

This standard requires all financial instruments within its scope to be included on the organization's statement of financial position and measured either at fair value or, in certain circumstances when fair value may not be considered most relevant, at cost or amortized cost. Changes in fair value, if any, are to be recognized in the statements of revenue and expenditures and the statement of net assets.

All financial instruments are classified into one of the following five categories: held-for-trading, held-to-maturity, loans and receivables, available-for-sale financial assets, or other financial liabilities. Initial and subsequent measurement and recognition of changes in the value of financial instruments depends on their initial classification.

The organization's financial instruments consist of cash, term deposits, accounts and grants receivable and accounts payable and accrued liabilities. It is management's opinion that the organization is not exposed to significant interest, currency or credit risks arising from these financial instruments. The fair values of the financial instruments approximate their carrying values, given the short-term nature of these instruments.

In accordance with this standard, the organization has classified its financial instruments as follows:

- Cash and cash equivalents are classified as held-for-trading. Held-for-trading financial instruments are measured at fair value at the balance sheet date with all related income, expenses, gains and losses recognized in net income.



RICHMOND GATEWAY THEATRE SOCIETY

Notes to Financial Statements

Year Ended June 30, 2011

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

- Interest and accounts receivable is classified as loans and receivables. Loans and receivables are measured at amortized cost.
- Term deposits are classified as held-to-maturity. Held-to-maturity financial assets are those financial assets the organization intends to hold until their maturity date and consist of guaranteed investment certificates (GICs). Held-to-maturity financial assets are measured at amortized cost.
- Accounts payable and accrued liabilities are classified as other financial liabilities. Other financial liabilities are measured at amortized cost.

Use of estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying disclosures. Although these estimates are based on management's best knowledge of current events and actions the organization may undertake in the future, actual results may differ from the estimates.

Comparative figures

Certain of the figures presented for comparative purposes have been reclassified to conform with the financial statement presentation adopted for the current year.

3. PROPERTY AND EQUIPMENT

	Cost	Accumulated amortization	2011 Net book value	2010 Net book value
Computer equipment	\$ 7,810	\$ 5,207	\$ 2,603	\$ 5,207
Computer software	4,675	3,117	1,558	3,117
Office equipment and furniture	9,211	8,443	768	3,838
	<hr/> \$ 21,696	<hr/> \$ 16,767	<hr/> \$ 4,929	<hr/> \$ 12,162

RICHMOND GATEWAY THEATRE SOCIETY

Notes to Financial Statements

Year Ended June 30, 2011

4. CASH AND TERM DEPOSITS

The cash and term deposit balance is made up of deposits less bank indebtedness and includes \$2,997 (2010 - \$3,779) in respect of the grant account, which is internally restricted.

5. INTERFUND TRANSFERS

1/3 of the interest earned on General Endowment fund is appropriated by the Board to the Grant fund.

6. SUPPLEMENTAL CASH FLOW INFORMATION

	2011	2010
Cash paid for interest and bank charges	\$ 18,030	\$ 17,652
Cash received as interest	3,723	15,084

During the year, the organization had cash flows arising from interest and bank charges paid and interest received as noted above.

7. SPECIAL EVENTS REVENUE AND EXPENDITURES

The Society held a fundraising event during the year through which it received gifts-in-kind in the form of works of art. These works of art were sold during the event. The donated art was valued independently and recorded in "Special events and fundraising" revenue (see Schedule 1) in the amount of \$51,800. The related expenditures were recorded under "Special events and fundraising" expenditures (see Schedule 1).

RICHMOND GATEWAY THEATRE SOCIETY

Notes to Financial Statements

Year Ended June 30, 2011

8. COMMITMENTS AND CONTINGENCIES

Letters of guarantee:

The Society has a letter of guarantee outstanding in the amount of \$25,000 (2010 - \$25,000) which is not recorded in these accounts. The letter of guarantee expires on August 5, 2012 and is provided to the Canadian Actors' Equity Association and its members as security for related obligations of the Society.

Production royalties and fees to producers:

As of June 30, 2011, the Society has obligations to pay minimum royalties of \$nil (2010 - \$1,000) to playwrights relating to productions taking place in the fiscal 2012 season. The Society also has obligations to pay fees to producers and co-producers of \$42,508 (2010 - \$40,000) relating to productions taking place in the fiscal 2012 season. Royalties and fees to producers are payable on various dates in fiscal 2012, and have not been recorded as liabilities in these accounts.

Operating Leases:

The Society is committed under certain lease agreements for equipment. Future minimum lease payments on these leases, for the next five years, are as follows:

2012	\$	6,961
2013		6,961
2014		5,888
	\$	<u>19,810</u>

9 FUNDING FROM THE CITY OF RICHMOND AND ECONOMIC DEPENDENCE

The City of Richmond owns the theatre in which the Society is located, and the property and equipment therein, with the exception of the property and equipment included in the Society's statement of financial position. The Society is economically dependent on the support of the City of Richmond. The City provides annual funding, based on the Society's annual application. Total funding from the City of Richmond for 2011 was \$1,031,442 (2010 - \$988,326).

RICHMOND GATEWAY THEATRE SOCIETY
Statements of Operations and Fund Balances - Operating Fund (Schedule 1)
Year Ended June 30, 2011

	2011	2010
REVENUE		
Main Stage and Studio productions	\$ 581,143	\$ 420,199
Academy	145,787	115,295
Play development	-	95
Rentals	213,813	172,446
Sponsorships	24,560	32,663
Special events and fundraising (Note 7)	73,621	54,773
Bar revenue	45,928	33,680
Miscellaneous, box office surcharge, parking and equipment rental revenue	31,394	34,938
Grants	194,451	179,023
Memberships and donations	34,552	30,690
Interest income	1,493	591
	<u>1,346,742</u>	<u>1,074,393</u>
EXPENDITURES		
Main Stage and Studio productions	769,176	561,439
Academy	165,201	136,003
Play development	27,577	42,967
Rentals	91,550	67,217
Sponsorship and membership expenses	9,366	13,109
Special events and fundraising (Note 7)	59,652	18,639
Bar expenses	37,266	33,426
Miscellaneous, box office and parking expenses	16,644	18,250
Marketing, advertising and publicity	182,272	194,043
Credit card, bank charges and interest	17,916	17,142
Volunteer program expenses	3,665	3,962
	<u>1,380,285</u>	<u>1,106,197</u>
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	(33,543)	(31,804)
FUND BALANCE, beginning of year	(51,415)	(19,611)
FUND BALANCE, end of year	\$ (84,958)	\$ (51,415)

See accompanying notes to financial statements



RICHMOND GATEWAY THEATRE SOCIETY
Statements of Operations and Fund Balances - Administration Fund
(Schedule 2)

Year Ended June 30, 2011

	2011	2010
REVENUE		
Funding from the City of Richmond (Note 9)	\$ 1,031,442	\$ 988,326
EXPENDITURES		
Salaries and benefits	857,452	865,270
Office, supplies, delivery and other	46,144	38,248
Theatre supplies	27,279	21,546
Insurance	9,361	13,361
Travel, training and staff development	8,572	9,880
Association fees	6,830	8,731
Telephone	8,196	8,751
Legal and accounting	16,493	6,815
Computer support and software	8,585	7,960
Amortization of property and equipment	7,232	7,232
Interest and bank charges	106	492
	<u>996,250</u>	<u>988,286</u>
EXCESS OF REVENUE OVER EXPENDITURES	35,192	40
FUND BALANCE, beginning of year	<u>(76,977)</u>	<u>(77,017)</u>
FUND BALANCE, end of year	<u>\$ (41,785)</u>	<u>\$ (76,977)</u>

See accompanying notes to financial statements



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RICHMOND GATEWAY THEATRE SOCIETY
Statements of Operations and Fund Balances - Grant Fund **(Schedule 3)**
Year Ended June 30, 2011

	2011	2010
EXPENDITURES		
Distribution of grants	\$ 2,250	\$ 4,000
Bank charges	8	18
	<u>2,258</u>	<u>4,018</u>
TRANSFER OF INTEREST FROM		
General endowment fund	<u>1,476</u>	<u>1,697</u>
EXCESS (DEFICIENCY) OF TRANSFER OF INTEREST OVER EXPENDITURES	(782)	(2,321)
FUND BALANCE, beginning of year	<u>3,779</u>	<u>6,100</u>
FUND BALANCE, end of year	<u>\$ 2,997</u>	<u>\$ 3,779</u>

See accompanying notes to financial statements



Endowment Committee Report



The Richmond Gateway Theatre Society (RGTS) has an endowment fund that is internally restricted by the Board of Directors. The fund began with \$199,000 left over from the building fund and was given to RGTS by the City of Richmond. The RGTS created a policy that 1/3 of the interest from the funds was to be used for grants to the community. The remaining 2/3 was to be used for operations. To date, the RGTS has reinvested the latter 2/3 portion of the interest back into the fund to enable the fund to grow. In 2010-2011, the fund held \$334,541.

The Endowment Committee meets annually as a jury to distribute the grant funds available for distribution from the interest from that fiscal year. This year the committee received six applications totaling \$3,300. There was \$2,315. available which was distributed in the following way:

- | | |
|---|------------------------------------|
| • Richmond Community Band Society | \$300 for artists' fees |
| • Gateway Academy for the Performing Arts | \$1,000 for bursaries for families |
| • Pacific Piano Society | \$1,000 towards artists' fees |

My thanks to the committee members for their efforts.

Garth Edwards

Chair, Endowment Committee

Gateway Administration

Artistic and Executive Director
Interim General Manager
Artistic Associate
Administrative Assistant
Production Manager & Technical Director
Head Carpenter
Head Electrician
Head Sound
Finance Officer
Finance Assistant
Manager, Marketing & Publicity
Marketing Coordinator
Manager, Development
Member & Event Coordinator
Manager, Presentations & Rentals
Rentals Assistant
Manager, Gateway Academy
Academy Instructors

Vanessa Coley-Donohue, Dawn Ewen, Vashti Fairbairn, Heidemarie Guggi, Kayvon

Khoshkam, Elizabeth McLaughlin, Tracy Neff, Shawna Perry, Bev Sauve, Spencer Snashall

Building Services Coordinator
Building Services Assistant
Building Services Assistant
Box Office Assistant
Box Office Assistant
Box Office Assistant
Manager, Volunteers & Audience Services
Volunteer & Audience Services Assistant
Program Intern
Marketing Intern
Academy Intern
Bartender
Bartender
Bartender
Bartender
FOH/Bartender
Bartender

Simon Johnston
Beverley Siver (Suzanne Haines on maternity leave)
Kathy Duborg (Natasha Nadir on maternity leave)
Robin White
Brian Heath
Bill Davey
Ed Arteaga
Paul Siczek
Brent Wang/ Jessie Li (effective March 21, 2011)
Lisa Xu
Sherry Elasooff
Dawn Ewen
Sheilagh Cahill
Stephanie Shardlow
Vivienne Stonier
Jackie Schwarz
Ruth McIntosh
Spencer Bach, Eileen Barrett, Sasa Brown,

Paul Bartlett
Mesfin Ayalew
Jade Phung
Evelin Fowler
Yvette Scholten
Nancy Zeigler
Melanie Yeats
Kent McAlister
Katrina Darychuk
Kristy Condon
Julie Leung
Raj Hehar
Mirical MacDonald
Joanne Malo
Anne McLeman
Taylor Lewis
Stephanie Wilson

Satellite Companies

Pacific Piano Competition

Dorothy Lau
Trudy Morse

Vancouver Asian Canadian Theatre (VACT)

Joyce Lam



General Purposes Committee

Date: Monday, January 16, 2012

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Linda Barnes
Councillor Derek Dang
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves

Absent: Councillor Evelina Halsey-Brandt
Councillor Ken Johnston

Call to Order: The Chair called the meeting to order at 4:06 p.m.

AGENDA ADDITION

It was moved and seconded

That Unused Richmond Farmland be added to the agenda as Item No. 3.

CARRIED

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on Monday, December 12, 2011, be adopted as circulated.

CARRIED

General Purposes Committee

Monday, January 16, 2012

COMMUNITY SERVICES DEPARTMENT

1. VANCOUVER AIRPORT FUEL DELIVERY PROJECT – ENVIRONMENTAL ASSESSMENT UPDATE

(File Ref. No.) (REDMS No. 3437242)

With the aid of a rendering, Cecilia Achiam, Interim Director, Sustainability and District Energy, and Robert Gonzalez, General Manager, Engineering and Public Works, reviewed the proposed alternative Highway 99 Pipeline Route.

It was noted that members of the Environmental Assessment Office (EAO) Working Group were holding a meeting on January 24, 2012, and that the Vancouver Airport Fuel Facility Corporation (VAFFC) was holding an independent public information and comment session for the proposed Vancouver Airport Fuel Delivery Project (VAFD) on Saturday, January 28, 2012 between 10:00 a.m. and 2:00 p.m. at the East Richmond Community Hall.

A discussion then ensued about the following:

- staff's recommendation that the City engage with the provincial Ministry of Transportation on the review of issues related to the proposed Highway 99 route;
- protocol outlined in the Port Metro Vancouver's documents for ships that travel in the Fraser River area;
- the process for submitting comments to the BC Environmental Assessment Office (BCEAO). It was noted that petitions were counted as one objection regardless of the number of signatures, and that members of the public were now being encouraged to make individual submissions;
- concerns related to the possible conflict of interest with respect to the Port Metro Vancouver conducting the water study, as the Port would financially benefit from the Proposal;
- concerns that the VAFFC public information and comment session appears to focus only on the proposed Highway 99 route and does not seem to address concerns related to tankers in the Fraser River or the proposed jet fuel loading and storage facility;
- the role of the City as a participant with no authority in the final decision related to the matter. It was noted that Council's position in opposition to the VAFD Project has been reiterated and very clearly documented on the BCEAO website;
- how staff's participation within the EAO Working Group enables the City's voice to be heard with the Ministers of Environment at the provincial and federal levels as well as other groups;

General Purposes Committee

Monday, January 16, 2012

- Richmond Fire Rescue's concerns related to the emergency response and risks associated with the VAFD proposal. Reference was made to a memo from the Deputy Chief, Operations, dated October 13, 2011. A copy of the memo is attached as Schedule 1 and forms part of these minutes;
- seeking the support of other groups that are opposed to the VAFD Proposal; and
- how thus far Council and Committee meetings have been the forum for the public to voice their opposition, and Council may consider a separate forum such as enabling the public to make submissions online.

It was moved and seconded

- (1) *That having reviewed the Vancouver Airport Fuel Delivery (VAFD) proposed Highway 99 Addendum pipeline route option, the City reiterate its position by stating that City Council continues to be opposed to the transportation of jet fuel on any arm of the Fraser River;*
- (2) *That the City continue to participate in the EAO and Oil and Gas Commission processes;*
- (3) *That the City engage with the provincial Ministry of Transportation on the review of issues related to the Highway 99 route proposal.*
- (4) *That letters be sent to Port Metro Vancouver requesting a meeting regarding the dangers related to tanker traffic on the Fraser River as well as the offloading and storage of jet fuel; and*
- (5) *That staff be directed to enable correspondence reflecting citizen opinion, including mail and emails received, to be forwarded to the VAFFC, BCEAO, the Provincial Minister of Environment, and Port Metro Vancouver.*

CARRIED

PROJECT DEVELOPMENT & FACILITY MANAGEMENT DEPARTMENT

2. **RICHMOND OLYMPIC OVAL – LEGACY CONVERSION UPDATE**

(File Ref. No. 06-2050-20-ROO/Vol 01) (REDMS No. 3420098 v.3)

Greg Scott, Director, Project Development, accompanied by John Mills, General Manager, Richmond Olympic Oval, noted that the amenities table on page 4 of staff report (GP-38) required corrections to replace the word "revenue" to "funding" for the scoring and display budget line item and the contingency budget line item.

CNCL-107

General Purposes Committee

Monday, January 16, 2012

A discussion took place, and the following was noted:

- the proposed permanent cafe would be viable as it would be inline with the current traffic at the Oval;
- the principal location of the cafe would be on the ground level, with capacity to deal with events on the activity level when warranted;
- the types of food that would be served at the cafe would include healthy food choices such as salads, sandwiches and healthier versions of pizza;
- feedback from Oval users indicates that the Oval requires a food facility; and
- the Oval receives approximately 1500 visits per day, as well as large numbers of visitors at events on weekends.

It was moved and seconded

That the adjustment of the remaining legacy conversion projects and funding as outlined in the staff report entitled "Richmond Olympic Oval – Legacy Conversion Update" dated January 13, 2012, by the Director, Project Development, be approved.

CARRIED

3. UNUSED RICHMOND FARMLAND

Reference was made to an email from Councillor Harold Steves and an application by the Food Security Group to the Real Estate Foundation regarding a study on the availability of unused Richmond farmland for farming. A copy of email and application is attached as Schedule 2 and forms part of these minutes.

It was moved and seconded

That staff investigate and report back on the application by the Food Security Group to the Real Estate Foundation on the availability of private unused Richmond farmland for farming.

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:57 p.m.).

CARRIED

CNCL-108

General Purposes Committee

Monday, January 16, 2012

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 16, 2012.

Mayor Malcolm D. Brodie
Chair

Shanan Dhaliwal
Executive Assistant
City Clerk's Office



City of Richmond

Schedule 1 to the Minutes of the
General Purposes Committee
meeting held on Monday,
January 16, 2012.

Memorandum

Fire-Rescue Department

To: Mayor and Councillors
From: Tim Wilkinson
Deputy Chief - Operations

Date: October 13, 2011

File:

Re: Response to Jet Fuel Pipeline Update Referral From
September 12, 2011 Council Meeting

Origin

This memo addresses the following staff referral made by Council when discussing the
"Response to Jet Fuel Pipeline Update" item at their September 12, 2011 meeting:

*"In addition, staff were directed to provide an update regarding the implications for the
City's emergency response in case of a fire or other disaster involving the jet fuel line or
the proposed fuel storage facility."*

Background

Vancouver Airport Fuel Facilities Corporation (VAFFC) has been examining various delivery options to secure a jet fuel supply for Vancouver International Airport (YVR). The proponent indicates in their proposal that the current delivery system is unable to meet YVR's fuel requirements during peak periods without the use of daily tanker trucks to augment the system. VAFFC evaluated 14 options and identified a preferred option.

VAFFC's preferred option consists of a marine terminal and fuel receiving facility (tank farm) at an existing industrial site located on the south arm of the Fraser River, and an underground jet fuel pipeline connecting the marine terminal with the receiving facility and YVR.

Risks Associated with the Preferred Option

The activities conducted by a fuel services operation have inherent risk associated with them. VAFFC proposes to receive, maintain and transport through a pipeline Jet "A" and Jet "A-1" fuels. These fuels are a kerosene-type distillate with a flash point of 38-41 degrees Celsius which makes the fuel difficult to ignite but once ignited difficult to extinguish. Jet "A" fuels are considered to be relatively low in toxicity causing only minor irritation when coming into contact with skin or eyes. Jet fuels will not readily biodegrade and the possibility of bio-accumulation exists.

CNCL-110

From the time the fuel enters the fuel system until it is finally loaded onto an aircraft there are a variety of risks that require consideration. The main risks are as follows:

1. Natural events – lightning strikes, earthquakes, etc.
2. Intentional damage to the fuel system
3. Fire
4. Fuel spills
5. Catastrophic failure of one or all tanks at the tank farm
6. Equipment failure
7. Pipeline rupture

There are only two alternatives for combating a jet fuel fire - either to let it burn out and thereby self extinguish or alternately actively extinguish the fire using fire fighting agents.

Allowing a tank to self extinguish is likely to take days, assumes a complete loss of product, environmental problems and large cooling operations to protect against fire spread to adjacent tanks. In addition to these hazards in some severe cases a boil over or BLEVE may occur which will lead to catastrophic failure of the tank(s).

Statistics gathered by the Swedish National Testing and Research Institute regarding tank farm fires indicate that between 1951 and 2003, some 480 tank fires were reported. Two recent examples of tank fires that have burned for extended periods occurred at Miami International Airport in March of 2011 and Bayamon Oil Refinery (San Juan, Puerto Rico) in October of 2009.

In the case of a large tank-fire occurring, extinguishment will only be achieved through the use of fire fighting agents within automatic fire suppression systems and a fire fighting crew equipped with a large fire fighting agent capacity within close proximity.

Emergency Response

Large scale tank fires are rare, but when they occur they present a severe challenge for any fire department. The impacts to the City of Richmond in providing emergency response to a fuel tank farm and/or its associated pipeline cannot be underestimated.

Richmond Fire-Rescue's (RFR) response to the proposed tank farm area is currently 9 minutes from both the Crestwood and Shellmont Fire halls. This response time is outside the industry standards (NFPA 1710) of 4 minutes and 20 seconds. An extended response time allows a small fire to grow exponentially into a large fire thus rendering the event larger than that which RFR is currently equipped or staffed to manage.

Vancouver International Airport (YVR) does have a trained fire response team with significant fire suppressing capability. While the YVR response capabilities would be helpful in response to fighting a tank farm fire, RFR can not rely on this resource. YVR fire response crews would assume no role outside of the aerodrome's secure area as their primary duty is dedicated to Aircraft Rescue Fire Fighting.

A fire in a tank farm can burn for days expelling large doses of CO, CO₂, sulphur and soot into the environment. A significant fire could potentially burn for up to one week. Given prevailing winds, it is very conceivable that Steveston Highway, Highway 99, the George Massey tunnel and surrounding area roadways may be impacted with no or low visibility due to heavy black smoke from a fuel tank farm fire. The low visibility and impact on traffic flow will affect RFRs response times as direct routing to the fire may not be possible.

Residences and businesses in the Watermania and Ironwood areas may be significantly impacted by a "shelter in place" order in the short term or an evacuation order for a longer period of time due to the health issues with the smoke. However, it is noted that evacuation into the smoke will be hazardous unto itself, especially for the vulnerable population and challenges to complete logistically and safely. Residents may be only able to return to their home for a brief period of time even after the evacuation order has been lifted and the fire response is complete. The limited return is due to the continuing impacts of the smoke or other resulting contaminants from the fire. Additionally, there will be an environmental impact to the Fraser River from the fire.

RFR is identified in the City of Richmond Emergency, Spill Response and CBRNE plans as the lead agency in the case of a major fire, or fuel spill within the boundaries of Richmond.

RFR does have a capable and ready Hazardous Materials Team. This team is not equipped or staffed to mitigate a fuel spill that resulted from a catastrophic failure of one or all of the proposed tanks nor a catastrophic failure of a pipeline. To mitigate an event of this magnitude RFR would engage the services of several lower mainland fire departments through existing mutual aid agreements. There would be significant costs associated with provision of the mutual aid services over an extended period.

RFR has studied the activities of Phoenix Regional Fire who service Sky Harbour Airport in Phoenix, Arizona. Phoenix has a fire station located close to the tank farm with an additional two stations located within minutes of the tank farm who also have tank farm fire fighting capacity. Phoenix has specialized equipment, stringent fire prevention planning and enforcement, specialized training for fire fighters and mutual aid response agreements in place to mitigate the tank farm fire and spill risk.

RFR would recommend a fully staffed Fire Station be situated sufficiently close to the tank farm site to mitigate the risk. A fire station is estimated to cost \$7-8 million in capital, land and construction costs, purchase of a fire apparatus costing \$1.2 million and operational staffing of 24/7 crews are approximately \$2.5 million annual cost (2010 collective agreement). RFR personnel would also need to be trained in shipboard and tank farm firefighting techniques as this is not part of RFR's current training platform.

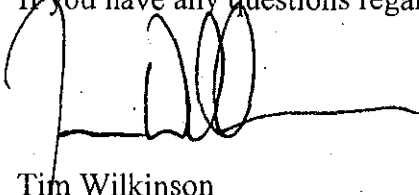
Currently, fires that occur aboard a ship midstream are the responsibility of the Canadian Coast Guard however once a vessel is moored it is the responsibility of RFR. RFR does not have the capacity or training to fight fires that occur aboard ships. To mitigate this risk, RFR would, at a minimum, enter into agreements with other agencies to provide on-the-water fire coverage.

October 7, 2011

- 4 -

The City of Richmond has requested that the VAFFC group assume the costs associated with this proposal and to date, the VAFFC has not agreed. The VAFFC responds that the tank farm will have a state of the art suppression system in their plan but RFR has not been made privy to their plan despite requests to be provided with the information.

If you have any questions regarding this information I would be pleased to answer them.

A handwritten signature in black ink, appearing to read 'Tim Wilkinson', with a long horizontal line extending to the right.

Tim Wilkinson
Deputy Chief – Operations
604-303-2701

TW:tw



CNCL-113

Mayor and Councillors

Schedule 2 to the Minutes of the
General Purposes Committee
meeting held on Monday,
January 16, 2012.

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

From: Steves, Harold
Sent: January 9, 2012 1:45 PM
To: Mayor and Councillors
Subject: FW: Real Estate Foundation Application
Categories: 08-4040-08-01 - Food Security
Attachments: Real Estate Fdn_ GrantApplicationForm_revApril2011-1.rtf

pc: J. Erceg
B. Jackson
for appropriate
action
TAG for information

Mayor and Council

Arzeena Hamir has been working on an application for funding from the Real Estate Foundation to do a followup study on the availability of unused Richmond farmland for farming. Metro Vancouver and the BC Ministry of Agriculture have already completed a study on what lands are being farmed in Richmond and what lands are not.

There is some degree of urgency to get more land available for farming. Kent Mullinix recently announced Kwawntlen's new urban agriculture curriculum is starting now. A portion of the Garden City Lands could be used. However, planning the Garden City Lands will take time and about 50 acres of land may be needed to provide both a training farm and incubator farms. We should be looking at the availability of private lands now.

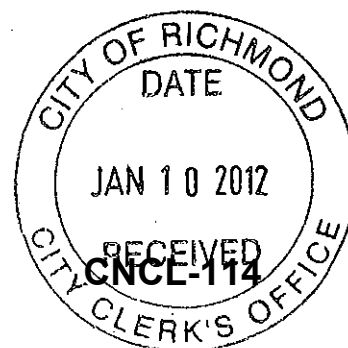
Now that the agricultural land inventory has been completed, the next step is to analyze the data from the Ministry of Agriculture, hold public consultation to identify rural and urban parcels of land suitable for immediate conversion to cropping and investigate ways of making that land available for farming. The Real Estate Foundation will fund 50% of the project. Under Arzeena's proposed budget there is a \$12,000 shortfall.

I propose that Richmond Council supply a matching grant from the Council Contingency Fund at the next Council Meeting. Arzeena can reduce the ask from the Real Estate Foundation to match any funding we could provide, if necessary.

I understand that Arzeena has to have the grant application in by next Friday.

Cheers,

Harold



01/10/2012

GRANT APPLICATION FORM

revised April 2011

The Real Estate Foundation of BC aims to be a pivotal connection in making land use knowledge and practice in BC a model for the world, "leading learning" and "aligning resources" relating to the sustainable use and conservation of land and real estate. The Foundation will give preference to projects that support our mission by demonstrating:

- Leadership and innovation
- Partnership and collaboration
- Sustainability/longevity
- Scalability/replicability

Details are provided under section C - Effectiveness Criteria.

GRANT APPLICATION REQUIREMENTS

Length	Eight pages maximum, including the budget. If your application is too long, we will ask you to revise it.
Method of submission	Email to submissions@refbc.com in DOC, PDF or RTF format. We will confirm by return email when we receive your application. We do not require a hard copy of your grant application. However, we do require the signature page to be completed. It is acceptable to email the signature page as part of your application. If you are unable to email the entire application, we will accept a fax copy of the signature page, which we will attach to your emailed application (fax to 604.688.3669).
Green text	Please delete or type over all green text. It is there to provide advice and guidance. There should be no green text in your submitted application.
Letters of support	Stage 2 applications must be accompanied by two current letters of support per the instructions on www.refbc.com/grants . Letters of support are not required for Stage 1.
Addenda	If there are other documents which are key to comprehending your project, please indicate what they are in your email to 'submissions'. Our staff will follow up with you, as required.

A - APPLICANT INFORMATION

1. Legal name of applying organization:

Richmond Food Security Society (RFSS)

2. Full mailing address:

100 3675 Westminster Highway
PO Box 22006
Richmond BC
V7C 5V2

Website:

www.richmondfoodsecurity.org

3. Project Contacts

Arzeena Hamir, Coordinator
Phone: (604) 727 9728
Email: arzeenahamir@shaw.ca

Kathleen Zimmerman, Regional Agrologist
Phone: 1-888-221-7141 X 3048
Email: Kathleen.Zimmerman@goy.bc.ca

4. Board of Directors

Arran Stephens
Mary Gazetas
Alissa Ehrenkrantz
Steve Easterbrook
Dieter Geesing
Bill Picha

5. Organizational mandate

The RFSS works to ensure that all people in the community, at all times, have access to nutritious, safe, personally acceptable and culturally appropriate foods, produced in ways that are environmentally sound and socially just.

6. Brief history of organization

In 2001, the Richmond Poverty Response Committee developed a Food Security Task force to address issues of food insecurity within vulnerable populations in the community. Participants in the Task Force included the Richmond Food Bank, Richmond Fruit Tree Sharing Project, community nurses, community nutritionists and faith groups who provided community meals. After receiving core funding from Vancouver Coastal Health's Community Food Action Initiative funds (CFAI), the Task Force evolved into the Richmond Food Security Society in 2009 and works to address food security issues for all residents.

B - PROJECT INFORMATION

1. Project title: Richmond Foodlands Strategic Plan

2. Amount applied for: \$35,000

Total project budget: \$50,000

3. Start date: April 1, 2012

End date: Oct 31, 2012

4. What is the specific project for which funding is requested?

We propose to conduct an assessment of Richmond's potential food lands and develop a strategic plan to increase food production in Richmond over the next 3 years.

5. If this project is a component of a larger project, please provide a brief overview of the larger project.

The Richmond Food Security Society currently manages a Local Food First project that focuses on education and skills building in the community. This strategic plan will provide the framework for us to move forward and increase the capacity of food production in the region.

6. Implementation Plan

Feb-March

RFP for candidates to conduct the research, contingent on funding being available

April

Meet with staff from Metro Vancouver, Richmond's Agricultural Advisory Committee, Richmond Food Security Society, Ministry of Agriculture, and the City of Richmond so that all parties are aligned and can share data that they have collected

May

Review data collected by the Ministry of Agriculture on land use in the ALR, rural, and agricultural zones of Richmond. Identify strategic tracts of land that could easily be converted into food growing land.
Review data from Richmond's GIS system to identify food-growing areas within City limits
Conduct workshops in the community to increase awareness and elicit new ideas.

June

Visit other projects in the Lower Mainland that have converted land into food production, including SoleFood Farm, Skeeter Farm, Abbotsford Eco-Dairy & Glen Valley Organic Farm
Identify the barriers to land conversion and formulate policy recommendations
Formulate draft of strategic plan & circulate to all parties for comment

July – August

Finalize strategic plan & policy recommendations

September

Present finalized strategic plan to staff of Metro, AAC, RFSS, Ministry of Agriculture, City of Richmond, and other strategic partners

October

Host a forum with local planners, city staff, farmers, urban agriculturalists, community members.
Develop an Action Plan for land conversion

(a) Describe the organization's *specific capacity* to carry out the project activities and achieve the project goals.

The RFSS has been working in the Richmond community for a decade and has developed relationships with key parties, including City of Richmond Parks staff, City Councillors, Agricultural Advisory Committee members, Ministry of Agriculture Staff and a number of the more innovative farms in the region. The Coordinator of the Society, Arzeena Hamir, is a Professional Agrologist and would provide strong support to the consultant awarded this contract. A number of previous projects conducted by the society, including an inventory of church and school lands, will also provide valuable data.

The members of the Board of the Society will also be providing critical guidance in the projects. Steve Easterbrook is a 3rd generation Richmond farmer and member of the Agricultural Advisory Committee. Dieter Geesing is also a Professional Agrologist and has connections to the farming community through his work with Fraser Richmond Soil & Fibre. Mary Gazetas is the founder of the Richmond Sharing Farm and has been a member of the RFSS since it was a Task Force in 2001. She also brings a number of connections to City as a retired staff person.

(b) How has the need for this project been established?

According to the BC Ministry of Agriculture's Food Self Reliance report conducted in 2006, the province requires over 200,000 acres of new land with access to irrigation in order to achieve even moderate levels of food security. We know Richmond still has over 3,000 acres of land within the ALR. Although some of this land is in blueberry and cranberry production, we know a large percentage is not in production.

In 2010, UBC's Land and Food Systems 350 class conducted a study of Richmond's fruit and vegetable production. They found that if all of the vegetables grown in Richmond were consumed within the City, we would still only meet 8% of our daily requirements.

The RFSS conducted an incubator farm pilot project in 2011 to see if there was a demand for small tracts of land for new farmers. More than twice as many applicants asked for land than there was space available.

We know we need to increase food production in the region. We know that there is population of new farmers wanting to grow food locally. Land access is the limiting factor. Identifying the tracts of land that could be converted into production and the underlying factors that currently prevent the land from being used productively will be a key outcome of this project and will help kickstart new farming initiatives in Richmond.

(c) How do you ensure this type of project or program does not already exist in your community and will not duplicate existing efforts and resources?

The Coordinator of the RFSS has already met with and discussed this project with the following key individuals/committees:

City of Richmond staff

Richmond's Agricultural Advisory Committee
Ministry of Agriculture staff

All parties have agreed that this project is necessary and have agreed to provide a letter of support

C - EFFECTIVENESS CRITERIA

1. Leadership & Innovation

When the city of Richmond developed its Agricultural Viability Strategy, it did work with the Ministry of Agriculture. This, however, is that first time that a community group is involved from the initial stages.

2. Partnership & Collaboration

Organization:	Richmond Food Security Society	Individual:	Arzeena Hamir
Phone:	(604) 244-7377	Email:	Coordinator@richmondfoodsecurity.org
Description of involvement:	Provide \$15,000 worth of funding for the project coordinator's wage Provide office & administrative support		

Organization:	BC Ministry of Agriculture	Individual:	Kathleen Zimmerman
Phone:	1-888-221-7141 X 3048	Email:	Kathleen.Zimmerman@gov.bc.ca
Description of involvement:	Provide data from the 2011 land use inventory Will work with the project lead to identify key tracts of land and provide technical advice on land use suitability		

Organization:	Agricultural Advisory Committee	Individual:	Kevin Ng
Phone:	604-247-4626	Email:	kevin.eng@richmond.ca
Description of involvement:	Provide technical assistance on land use decisions Enable introduction to land owners Provide names/addresses of farmland owners in their database in order to conduct a mail out		

3. Sustainability/Longevity

The Board of the RFSS will meet with the Project Lead on a regular basis to ensure that progress is being made. Progress Reports will be expected in May, July & September.

Both the Strategic Plan and the Action Plan will be the lasting legacy of this project. The Strategic Plan will provide the Board, the City, and the Agricultural Advisory Committee with a framework from which to work on a number of different projects which may include community garden citing, incubator farm projects, church farms, and more.

The development of the Action Plan will engage the community, ensuring that even more partners are committed into seeing progress in food production

4. Scalability

Richmond is not unique in the region in terms of agricultural land availability but with barriers to land conversion. The RFSS has heard similar stories from Maple Ridge, Surrey, and Pitt Meadows.

The methodologies used in this process are not revolutionary but they are unique in that we are engaging newly acquired data from the Ministry of Agriculture and leveraging connections with the non-profit and agricultural communities to spread the message and impact. The project lead will certainly be breaking new ground in this manner and can provide assistance to other consultants who wish to do similar work.

Other regions certainly have all of these players in place and would benefit from hearing how this project was conducted and what the outcomes were.

D - PUBLIC RELATIONS & FOUNDATION INVOLVEMENT

1. How will the project be promoted?

The initial RFP (which will include all the logos of the project partners) will be circulated via e-mail to a number of mailing lists, including COABC, BC Institute of Agriologists, Metro Vancouver, BC Food Systems Network, and will also be posted on the RFSS website

Once a final report is completed, it will also be circulated via the above lists

The project lead will help coordinate a public session in Richmond in order to disseminate the information within the community and develop an action plan.

The project lead will also hold a minimum of 3 public sessions on their methodology and findings. Potential speaking engagements could include Metro Vancouver's Sustainability Breakfasts, BC Institute of Agrology AGM,

2. How will the Real Estate Foundation be recognized for its contribution to the project?

E - OUTCOMES

1. If your project is successful, what do you think the impact will be?

Acreages will be identified and converted into food production within a 3 year time frame

New farms will be created in Richmond

New policies will be developed to decrease the barriers to land conversion and provide an incentive for land owners (both rural and urban)

Urban land will be identified and converted into community gardens

Overall, we will see an increase in food production within the City of Richmond

2. How will the outcomes and learning be shared with the broader community?

Staff at the RFSS have consistently shared project ideas with other regions (eg incubator farms, pocket markets) and the outcomes of this project will be disseminated through electronic means and through talks at conferences and food/agricultural forums

F - PROJECT BUDGET

Budget form appears after the Signing Authority & Privacy Disclosure.

Please see attached

G - SIGNING AUTHORITY & PRIVACY DISCLOSURE

Applications must be signed by the chief officer of the applicant organization's Board of Directors (e.g. Chair or President). Educational institutions should follow normal authorization procedures.

By signing this grant application, by hand or with an electronic copy of my signature, I acknowledge that my organization is committed to account for the receipt and expenditure of funds as well as the conduct of the proposed project. I understand that the Real Estate Foundation of BC reserves the right to impose an audit on the use of Foundation funds. I also acknowledge that the Real Estate Foundation of BC may disclose any and all information that my organization submits to the Foundation, as required under Freedom of Information legislation. I understand that the Real Estate Foundation may contact individuals outside the applicant organization for additional information related to this proposal.

____ Arran Stephens, Chair of the Board _____

____ Nov 17, 2011 _____
Date

Signature

Print Name & Title

Date

Signature

Revenues:

Show all cash and in-kind contributions to the project.

Source	Cash	In-kind	Total amount	Pending or confirmed	Contact Person / phone number
Real Estate Foundation of BC	35,000	0	35,000	P	
Richmond Food Security Society	15,000	6,000	23,000	C	Arran Stephens, 604 248 8848
City of Richmond		2000			Dave Semple, 604 787-3331
TOTAL	50000	8000	58,000		

Expenses:

Item	Detail	Cash	In-kind	Total	REFBC share of cash
Project Lead	1060 hrs X \$45/hr	48000		48000	33,800.00
Administrative Support	400 hours X \$15/hr		6000	6000	
Printing		1000		1000	500
Travel expense (driving)	3 trips Richmond – Fraser Valley	300	0	300	200
October Conference	Venue rental + food & facilitators	700	2000	2700	500
TOTAL		50,000	8000	58,000	35,000



Planning Committee

Date: Tuesday, January 17, 2012

Place: Anderson Room
Richmond City Hall

Present: Councillor Bill McNulty, Chair
Councillor Chak Au
Councillor Linda Barnes
Councillor Harold Steves
Mayor Malcolm Brodie (arrived at 4:26 p.m.)

Absent: Councillor Evelina Halsey-Brandt, Vice-Chair

Also Present: 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 Planning Committee held on Wednesday, December 7, 2012, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Tuesday, February 7, 2012, (tentative date) at 4:00 p.m. in the Anderson Room

Committee agreed to alter the order of the Agenda, and to discuss Items 12, 13, 14 and 15, before discussing Item 1 and the remainder of the agenda items.

COMMUNITY SERVICES DEPARTMENT

12. **RICHMOND COMMUNITY SERVICES ADVISORY COMMITTEE
2011 ANNUAL REPORT AND 2012 WORK PROGRAM**
(File Ref. No.) (REDMS No. 3433597)

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Lesley Sherlock, Social Planner was joined by Rick Dubras and Brenda Plant Co-Chairs of the Richmond Community Services Advisory Committee (RCSAC).

The Chair commended the RCSAC on the key action areas accomplished in 2011.

It was moved and seconded

That, as per the General Manager of Community Services' report dated December 16, 2011, entitled "Richmond Community Services Advisory Committee 2011 Annual Report and 2012 Work Program", the Richmond Community Services Advisory Committee's 2011 Work Program be approved.

CARRIED

13. CHILD CARE DEVELOPMENT ADVISORY COMMITTEE 2011 ANNUAL REPORT AND 2012 WORK PROGRAM

(File Ref. No.) (REDMS No. 3428025)

In response to a query, Linda Shirley, Chair of the Child Care Development Advisory Committee, responded that: (i) a City Child Care coordinator staff position is critical in order to be able to make child care in Richmond function cohesively; and (ii) funding would be required before the position was viable.

Committee commended the Child Care Development Advisory Committee on their activities.

It was moved and seconded

That, as per the General Manager of Community Services' report dated December 13, 2011, "Child Care Development Advisory Committee: 2011 Annual Report and 2012 Work Program", the Child Care Development Advisory Committee 2012 Work Program be approved.

CARRIED

14. RICHMOND SENIORS ADVISORY COMMITTEE 2011 ANNUAL REPORT AND 2012 WORK PROGRAM

(File Ref. No.) (REDMS No. 3430457)

Aileen Cormack, outgoing Chair of the Richmond Seniors Advisory Committee, advised that she, Olive Bassett and Doug Symons had all shared the Chair's position throughout 2011. She then introduced incoming Committee Chair Kathleen Holmes.

A brief discussion took place between Ms. Cormack and Committee and especially regarding: (i) a Senior's Fair for 2012; (ii) how best to address issues related to the isolation of seniors in the community as well as adult day care services; and (iii) the Richmond's Seniors Advisory Committee being asked by Delta, and Ladysmith on Vancouver Island, for information on how to establish their own Seniors Advisory Committees.

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Committee commended the Child Care Development Advisory Committee on their activities.

It was moved and seconded

That, as per the General Manager of Community Services report dated December 13, 2011, "Richmond Seniors Advisory Committee 2011 Annual Report and 2012 Work Program", the Richmond Seniors Advisory Committee's 2012 Work Program be approved.

CARRIED

15. **2011 ANNUAL REPORT AND 2012 WORK PROGRAM: RICHMOND INTERCULTURAL ADVISORY COMMITTEE**

(File Ref. No.) (REDMS No. 3418924)

Alan Hill, Cultural Diversity Coordinator, was accompanied by Christopher Chan, Vice-Chair of the Richmond Intercultural Advisory Committee.

A brief discussion ensued between Mr. Hill and Mr. Chan and Committee regarding: (i) how the Intercultural Advisory Committee could manage with the budget it currently has; (ii) how a sub-committee would be created to work in the specific area of civic and community affairs; and (iii) the model United Nations project.

The Chair commended the Richmond Intercultural Advisory Committee on its 2011 accomplishments.

It was moved and seconded

That, as per the General Manager, Community Services report dated January 3, 2012 entitled "2011 Annual Report and 2012 Work Program: Richmond Intercultural Advisory Committee", the Richmond Intercultural Advisory Committee 2011 Annual Report and 2012 Work Program (Attachment 1) be approved.

CARRIED

PLANNING & DEVELOPMENT DEPARTMENT

1. **APPLICATION BY HARPREET JOHAL FOR A REZONING AT 10131 BRIDGEPORT ROAD FROM SINGLE DETACHED (RS1/D) TO COACH HOUSES (RCH)**

(File Ref. No. 12-8060-20-8836, RZ 11-578325) (REDMS No. 3406432)

In response to a query in reference to the staff report that will propose options regarding form and character guidelines for coach houses and granny flats in Burkeville, Brian J. Jackson, Director of Development advised that Burkeville has different zoning bylaw regulations than those proposed here.

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Brian Cray, 10651 Bridgeport Road, addressed Committee and advised that he did not oppose the application for redevelopment at 10131 Bridgeport Road, but he queried how it affects his property, at the corner of Bridgeport and McKessock Avenue.

A brief discussion regarding lots sizes on streets near the subject site ensued, after which the Chair recommended that Mr. Cray and Mr. Jackson meet to discuss the matter further.

Mr. Jackson provided Mr. Cray with his contact information.

(Mayor Malcolm Brodie arrived at 4:26 p.m.)

It was moved and seconded

(1) That the following recommendation be forwarded to Public Hearing:

(a) Single-Family Lot Size Policy 5448 for the area bounded by Bridgeport Road on the south, River Drive on the north, Shell Road on the east and No. 4 Road on the west (Section 23-5-6), adopted by Council on September 16, 1991, be amended to permit:

(b) Properties along Bridgeport Road between No. 4 Road and McKessock Avenue to rezone and subdivide in accordance with the provisions of Compact Single Detached (RC2) or Coach Houses (RCH) provided there is lane access (as shown on Attachment 3 to the report dated November 15, 2011 from the Director of Development); and

(2) That Bylaw No. 8836, for the rezoning of 10131 Bridgeport Road from "Single Detached (RS1/D)" to "Coach Houses (RCH)", be introduced and given first reading.

CARRIED

2. APPLICATION BY RUMI MISTRY FOR REZONING AT 10380 WILLIAMS ROAD FROM SINGLE DETACHED (RS1/E) TO COMPACT SINGLE DETACHED (RC2)

(File Ref. No. 12-8060-20-8850, RZ 11-591646) (REDMS No. 3418237)

It was moved and seconded

That Bylaw No.8850, for the rezoning of 10380 Williams Road from "Single Detached (RS1/E)" to "Compact Single Detached (RC2)", be introduced and given first reading.

CARRIED

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3. APPLICATION BY RANJIT POONI FOR REZONING AT 9271 FRANCIS ROAD FROM SINGLE DETACHED (RS1/C) TO COMPACT SINGLE DETACHED (RC2)

(File Ref. No. 12-8060-20-8851, RZ 11-581922) (REDMS No. 3420594)

It was moved and seconded

That Bylaw No.8851, for the rezoning of 9271 Francis Road from "Single Detached (RS1/C)" to "Compact Single Detached (RC2)", be introduced and given first reading.

CARRIED

4. APPLICATION BY 0754999 BC LTD. FOR REZONING AT 8800, 8820, 8840, 8880, 8900, 8920, 8940 AND 8960 PATTERSON ROAD AND 3240, 3260, 3280, 3320 AND 3340 SEXSMITH ROAD FROM SINGLE DETACHED (RS1/F) TO HIGH RISE APARTMENT AND ARTIST RESIDENTIAL TENANCY STUDIO UNITS (ZHR10) – CAPSTAN VILLAGE (CITY CENTRE)

(File Ref. No. 12-8060-20-8837/8838/8839/8840, RZ 06-349722) (REDMS No. 3433683)

Mr. Jackson presented details of the proposal, a major contribution to the community, for the construction of a high-rise, high-density, multi-family development in the Capstan Village area of the City Centre. He drew attention to:

- of the 1,245 dwellings proposed, 61 are affordable units, with an additional 20 affordable housing units in the form of artist residential tenancy studio units;
- the development of a new 2.6 acre park;
- the applicant's financial contribution in excess of \$9 million to cover some of the construction costs of the future Capstan Station for the CanadaLine;
- a financial contribution for public art;
- the developer will build 100% of the development to facilitate its connection to the District Energy Utility system;
- the Leadership in Energy and Environmental Design (LEED) silver standard will be met; and
- many of the buildings will feature a type of green roof.

Discussion ensued between Committee, Mr. Jackson, and Suzanne Carter-Huffman, Senior Planner/Urban Design, and in particular regarding:

- the CanadaLine's Capstan Station funding strategy proposal;
- the applicant's phasing plans for the development;
- the impact of a development of this size on the surrounding area;

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- the example set for other developers in the Capstan Village area by the concessions made for this high density development;
- all Official Community Plan (OCP) and City Centre Area Plan (CCAP) conditions have been met by the applicant for this proposed development;
- the unique nature of the proposed Artist Residential Tenancy Studio (ARTS) units, the need for them as expressed by the City's artist community, and the means by which artists will be chosen to occupy the units;
- a legally binding agreement will guarantee all of the planned affordable housing units in the proposed development; and
- the requirements for the proposed green roof elements.

Further information was provided by Peter Webb, Senior Vice-President, Development, Concord Pacific Developments Inc., accompanied by Amela Brudar, Principal, GBL Architects, and especially on:

- indoor amenity space, outdoor amenity space, the public park, and the temporary public park;
- the overall development of the quarter section, bounded by No. 3 Road, Sexsmith Road, Patterson Road and Cambie Street;
- how the developer predicts the market will respond to the availability of the 1,245 new residential units
- the ARTS units are ground floor and each includes a large, almost two-storey open/studio space; and
- the developer would retain management of the affordable rental units, and is prepared to enter into discussion with groups that work with low income earners.

Thomas Leung, 6431 Juniper Drive, advised that his company was Western Construction, Odlin Drive, Richmond, and that he worked on an earlier development application, in partnership with Concord Pacific Developments and Pinnacle International, for the subject site. He advised that ultimately that earlier project, named Sun-Tech, failed to materialize.

Mr. Leung provided detailed information regarding the reasons for the 2009 demise of the earlier development application, and expressed concern with the proposed development, and how he wished to protect his remaining interest in the site, and to protect the interests of Richmond.

Mr. Leung asked Committee to allow him to participate in the planning and development process of the Capstan Village site.

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He concluded his remarks by requesting that Committee: (i) send the Concord Pacific Development application, along with the Pinnacle International application that was to be discussed as Item 5 on the Agenda, back to staff; (ii) have staff prepare a detailed master plan for the Capstan Village site; (iii) include him in the planning process; and (iv) direct that Western Construction, Concord and Pinnacle agree in writing on the master plan he proposes be undertaken.

As a result of Mr. Leung's comments and references to various lot parcels in Capstan Village, staff was asked by Committee to use display boards to clarify the comments Mr. Leung made. Staff provided information regarding the history of the proposals for the development of the subject site.

Mr. Jackson stated that in the past Concord Pacific Developments and Pinnacle International have made applications that have not come to fruition, but that the proposals presented by the individual developers on the Agenda (Items 4 and 5) allow the two developers to proceed independently, and still provide the opportunity for them to work together in the future.

Ms. Carter-Huffman then provided background information on the Sun-Tech proposal, referred to by Mr. Leung.

Discussion then turned to the proposed funding strategy that would ensure the completion of the Capstan Station.

Mr. Jackson advised that upon completion, the Capstan Village would include up to 6,500 residential units, as a result of many developers, including Concord Pacific and Pinnacle International, stepping forward with applications, and staff is confident that the Capstan Station funding strategy will be a success with so many developers involved.

Mr. Webb addressed Committee and provided further background on the issue of the failed Sun-Tech development, and advised that Concord Pacific's interest was 95%, with Western Construction's interest at 5%.

Mr. Webb stated that Mr. Leung has asked that Concord Pacific buy out his share of the site.

Mr. Webb further stated that Concord's development plan covers 28% of the current Capstan Village lands, and Pinnacle International's covers 72%

Discussion continued between Mr. Webb and Committee regarding: (i) market economies; (ii) various scenarios for Capstan Village; and (iii) piecemeal development versus co-ordinated development.

Willa Walsh, 3800 Raymond Avenue, addressed Committee and advised that she and other members of the Richmond Art Commission were in attendance at the meeting to express support for the proposed ARTS Units.

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Ms. Walsh expressed enthusiasm for the idea of live/work spaces for artists who live in Richmond, and for artists who may have moved away from Richmond, but could be lured back to the City by the prospect of this type of affordable units.

A brief discussion ensued between Ms. Walsh, Committee and staff, and advice was provided that Concord Pacific Developments had worked with, and would continue to work with, City arts staff, with regard to the ARTS units.

It was moved and seconded

- (1) *That Bylaw No. 8837, to amend the Richmond Official Community Plan, Schedule 2.10 (City Centre), to facilitate the implementation of a funding strategy for the construction of the future Capstan Canada Line station, by:*

- (a) *Inserting in Section 4.0, density bonus policy applicable to developments that voluntarily contribute funds towards the construction of the Capstan Canada Line station and provide additional park, together with a definition for Capstan Station Bonus in Appendix 1;*
- (b) *Inserting the Overlay Boundary – Capstan Station Bonus Map (2031) and inserting the Capstan Station Bonus Map boundary in the Generalized Land Use Map (2031), Specific Land Use Map: Capstan Village (2031), and reference maps throughout the Plan; and*
- (c) *Making related Plan amendments providing for rezoning to proceed in Capstan Village on the basis of the Capstan Station Bonus density bonus policy;*

be introduced and given first reading.

- (2) *That Bylaw No. 8838, to amend the Richmond Official Community Plan, as amended by Official Community Plan Amendment Bylaw No. 8837, to facilitate the construction of multiple-family residential and related uses on the subject site, by:*

- (a) *In Schedule 1, amending the existing land use designation in Attachment 1 (Generalized Land Use Map) to relocate “Public and Open Space Use” in respect to the subject site; and*
- (b) *In Schedule 2.10 (City Centre), amending the existing land use designation in the Generalized Land Use Map (2031), Specific Land Use Map: Capstan Village (2031), and reference maps throughout the Plan to relocate park within the block bounded by Sexsmith Road, Sea Island Way, Garden City Road, and Capstan Way and designate the subject site as “Institution”, together with related minor map and text amendments;*

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be introduced and given first reading.

- (3) *That Bylaw No. 8837 and Bylaw No. 8838, having been considered in conjunction with:*

- (a) the City's Financial Plan and Capital Program; and*
- (b) the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;*

are hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act.

- (4) *That Bylaw No. 8837 and Bylaw No. 8838, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, be referred to the:*

- (a) Vancouver International Airport Authority; and*
- (b) Board of Education, School District No. 38 (Richmond);*

- (5) *That Bylaw No. 8839, to amend the Richmond Zoning Bylaw No. 8500, to facilitate the implementation of a funding strategy for the construction of the future Capstan Canada Line station, by:*

- (a) Inserting Section 5.19, Capstan Station Specific Use Regulations, in respect to developer contributions to the Capstan station reserve, and related text amendments; and*
- (b) Inserting "RCL4" and "RCL5" in the "Residential/Limited Commercial (RCL)" zone to provide for a density bonus that would be used for rezoning applications in the Capstan Station Bonus Map area designated by the City Centre Area Plan to achieve City objectives in respect to the Capstan Canada Line station;*

be introduced and given first reading.

- (6) *That Bylaw No. 8840, to amend the Richmond Zoning Bylaw No. 8500 as amended by Zoning Amendment Bylaw No. 8839, to create "High Rise Apartment and Artist Residential Tenancy Studio Units (ZHR10) – Capstan Village (City Centre)" and for the rezoning of 8800, 8820, 8840, 8880, 8900, 8920, 8940, and 8960 Patterson Road and 3240, 3260, 3280, 3320, and 3340 Sexsmith Road from "Single Detached (RS1/F)" to "High Rise Apartment and Artist Residential Tenancy Studio Units (ZHR10) – Capstan Village (City Centre)", be introduced and given first reading.*

The question on the motion was not called, and a brief discussion regarding the idea of a master plan for Capstan Village ensued. The question on the motion was then called and it was **CARRIED**.

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5. **APPLICATION BY PINNACLE INTERNATIONAL (RICHMOND) PLAZA INC. FOR REZONING AT 3391 AND 3411 SEXSMITH ROAD FROM "SINGLE DETACHED (RS1/F)", TOGETHER WITH A PORTION OF UNOPENED CITY LANE ON THE NORTH SIDE OF CAPSTAN WAY BETWEEN SEXSMITH ROAD AND NO. 3 ROAD, TO "RESIDENTIAL/LIMITED COMMERCIAL (RCL4)"**

(File Ref. No. 12-8060-20-8841/8842 RZ No. 10-544729 No.3414179)

Mr. Jackson presented details of the proposal, a major contribution to the community, for the construction of a high-rise, high-density, multi-family project in the Capstan Village area of the City Centre. He drew attention to:

- of the proposed 200 residential units, 13 are affordable rental housing units;
- the applicant's conceptual master plan for the block, bounded by Sexsmith Road, No. 3 Road and Capstan Way, provides information for a new park, one that faces No. 3 Road;
- the developer will build the development to facilitate its connection to the District Energy Utility system;
- Silver LEED standards will be met; and
- all requirements of the OCP and CCAP have been met.

Mr. Jackson concluded his remarks by noting that with the Pinnacle International application now under discussion, a framework has been created that brings the two partners together.

A brief discussion took place between Committee and staff regarding: (i) matters related to how the Richmond School Board and City staff communicate and work together to ensure that enough spaces for school students are available; and (ii) the financial public art contribution is earmarked for future public art in the new neighbourhood park as well as at the future Capstan Station.

John Bingham, Architect, Partner, Bingham + Hill Architects, and Michael De Cotiis, CEO and President, Pinnacle International entered into discussion with staff and Committee regarding:

- how the developer can achieve the height and density requirements, as set out in the CCAP;
- how a developer, such as Concord or Pinnacle use a phased approach to build out a major project, and phasing will take into account the establishment of the fundamental design elements of the Capstan Village area as a whole;
- road works include widening along Capstan Way and Sexsmith Road, together with various related improvements;
- the development proposes to comply with the CCAP and Capstan station bonus-related policies;

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- the provision of a temporary park to ensure the timely provision of adequate public open space; and
- the accessible nature of the proposed green roof elements.

With regard to the Sun-Tech application, staff advised that it pre-dated the CCAP, the Affordable Housing Strategy, and other Council-approved policies, and that the Concord and Pinnacle applications under discussion must now comply with approved initiatives and policies that have been adopted, and that apply to all developers.

It was moved and seconded

- (1) *That Bylaw No. 8841, to amend the Richmond Official Community Plan, as amended by Official Community Plan Amendment Bylaw No. 8837, to facilitate the construction of multiple-family residential and related uses on the subject site, by:*

- (a) *In Schedule 1, amending the existing land use designation in Attachment 1 (Generalized Land Use Map) to relocate "Public and Open Space Use" in the area bounded by Capstan Way, No. 3 Road, Sea Island Way, and Sexsmith Road; and*
- (b) *In Schedule 2.10 (City Centre), amending the existing land use designation in the Generalized Land Use Map (2031), Specific Land Use Map: Capstan Village (2031), and reference maps throughout the Plan to relocate areas designated for park and road purposes within the block bounded by Capstan Way, No. 3 Road, Sea Island Way, and Sexsmith Road, together with related minor map and text amendments;*

be introduced and given first reading.

- (2) *That Bylaw No. 8841, having been considered in conjunction with:*

- (a) *the City's Financial Plan and Capital Program; and*
- (b) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;*

is hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act.

- (3) *That Bylaw No. 8841, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, be referred to the:*

- (a) *Vancouver International Airport Authority; and*
- (b) *Board of Education, School District No. 38 (Richmond);*

for comment on or before Public Hearing on February 20, 2012 on OCP Amendment Bylaw No. 8841.

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- (4) *That Bylaw No. 8842, to rezone 3391 and 3411 Sexsmith Road from "Single Detached (RS1/F)", together with a portion of unopened City lane on the north side of Capstan Way between Sexsmith Road and No. 3 Road, to "Residential/Limited Commercial (RCL4)", as amended by Zoning Amendment Bylaw No. 8839, be introduced and given first reading.*

CARRIED

At 6:03 p.m. the Chair recessed the meeting, and advised that Committee would reconvene at 6:30 p.m.

6. **APPLICATION BY ORIS DEVELOPMENT (KAWAKI) CORP. FOR AN OCP AMENDMENT TO LONDON/PRINCESS SUB AREA PLAN AND FOR REZONING AT 6160 LONDON ROAD AND 13100, 13120, 13140, 13160 AND 13200 NO. 2 ROAD FROM "LIGHT INDUSTRIAL (IL)" TO "COMMERCIAL/MIXED USE (ZMU20) - LONDON LANDING (STEVESTON)" AND "SCHOOL & INSTITUTIONAL (SI)"**
(File Ref. No. 12-8060-20-8817/8818, RZ 09-466062) (REDMS No. 3448508)

Mr. Jackson provided background information regarding the proposed mixed-use development, containing approximately 80 apartments, including 10 live/work units, and ground level commercial space, in the London Landing neighbourhood of Steveston.

Mr. Jackson noted that:

- the parking plan includes 200 stalls;
- the project includes a land exchange with the City;
- the applicant is making a monetary contribution to the Affordable Housing Reserve Fund; and
- the applicant will be responsible for the cost of development of: (i) a new waterfront public park; (ii) associated dyke realignment/upgrading; and (iii) and relocation and development of the City's Dirt Bike Terrain Park in a location other than the one it occupies at the present time.

Dana Westermarck, Oris Development (Kawaki) Corp., was available to answer Committee's queries. A brief discussion ensued among Mr. Westermarck, Committee and Dave Semple, General Manager, Parks, Recreation and Cultural Services regarding:

- staff is examining a number of potential locations for the Dirt Bike Terrain Park, and will report back; and
- components of the planned dyke realignment/upgrading.

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It was moved and seconded

- (1) *That Bylaw No. 8817, to redesignate 13100, 13120 and 3140 No. 2 Road from "Use to be Determined" and "Public Open Space" to "Mixed-Use", and to redesignate the southern portion of 6160 London Road from "Mixed-Use" to "Public Open Space" in the London/Princess Land Use Map in Schedule 2.4 of the Official Community Plan Bylaw 7100 (Steveston Area Plan), be introduced and given first reading;*
- (2) *That Bylaw No. 8817, having been considered in conjunction with:*
 - (a) *the City's Financial Plan and Capital Program; and*
 - (b) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans**is hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act;*
- (3) *That Bylaw No. 8817, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby deemed not to require further consultation;*
- (4) *That Bylaw No. 8818, to create "Commercial/Mixed-Use (ZMU20) – London Landing (Steveston)" and for the rezoning of 13100, 13120 and 13140 No. 2 Road and the northern portion of 6160 London Road, from "Light Industrial (IL)" to "Commercial/Mixed Use (ZMU20) – London Landing (Steveston)", and for the rezoning of 13160, 13200 No. 2 Road and southern portion of 6160 London Road from "Light Industrial (IL)" to "School & Institutional (SI)" be introduced and given first reading; and*
- (5) *That staff be directed to take the required steps to redesignate that portion of FREMP Management Unit II-29 approximately between the western property boundary of 6240 Dyke Road and the western boundary of No. 2 Road within the FREMP-Richmond Area Designation Agreement from "Icw" (Industrial-Conservation-Water Oriented Residential/Commercial) to "Rcw"(Recreation/Park-Conservation-Water Oriented Residential/Commercial); and*
- (6) *That the net funds from the land transactions be transferred to an account which would be specifically intended for Arts, Culture and Heritage capital purposes.*

CARRIED

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7. FARM BASED WINERIES – POSSIBLE OPTIONS FOR ZONING REGULATION

(File Ref. No. 08-4040-01; 12-8060-20-8860) (REDMS No. 3434333)

Mr. Jackson noted that staff provided the possible options for farm-based winery zoning regulation to the Richmond Agriculture Advisory Committee (AAC) on two occasions to gain guidance from the farming community. He commented that staff was presenting Committee with three options for consideration for Richmond's farm-based winery provisions.

A brief discussion ensued and in particular regarding the following:

- the AAC supports option 3, which outlines an overall size limit on all wineries;
- accessory uses, such as retail, tasting rooms, and indoor lounges, that are different from winery processing and storage uses;
- the differences between a "class 1" and "class 2" winery;
- the bylaw under which farm-based wineries in Richmond have, until now, been able to function; and
- policies regarding wine making, and wine point of sale.

It was moved and seconded

That Bylaw No. 8860, to amend the definition of "farm-based winery" and to include specific use regulations limiting their size, be introduced and given first reading.

CARRIED

8. APPLICATION BY SANFORD DESIGN GROUP FOR AGRICULTURAL LAND RESERVE NON FARM USE AT 16880 WESTMINSTER HIGHWAY (LULU ISLAND WINERY)

(File Ref. No.; AG 11-579881) (REDMS No. 3434363)

Mr. Jackson advised that the application for a non-farm use for an indoor lounge, and an outdoor patio. The applicant consulted the neighbours to the west of their Westminster Highway property.

Discussion ensued between Committee and staff on:

- the City's Agricultural Advisory Committee's deliberations when the application was presented to them; four Committee members were in favour and four Committee members were opposed to a motion to refer the application back to staff for further review, and the motion failed as a result of the tie vote;
- to ensure the applicant does not use the indoor lounge as a banquet space, the City is recommending that there be a covenant on the title to ensure banquet uses are restricted;

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- the origin of the farm product the Lulu Island Winery uses in their products.

It was moved and seconded

That:

- (1) *authorization for Sanford Design Group, on behalf of Lulu Island Winery, to apply to the Agricultural Land Commission for a non-farm use for the purposes of developing a food and beverage service lounge as an accessory use to the existing farm-based winery facility at 16880 Westminster Highway be granted;*
- (2) *Richmond City Council recommend to the Agricultural Land Commission for the registration of a legal agreement on title that prohibits use of the proposed accessory food and beverage service lounge and existing farm-based winery facility as a banquet hall or stand-alone event hosting venue as part of the Agricultural Land Commission's review of the non-farm use application; and*
- (3) *Lulu Island Winery undertake consultation with neighbouring properties regarding the food and beverage service lounge proposal and the findings be reported out to Richmond City Council prior to advancing the non-farm use application to the Agricultural Land Commission.*

The question on the motion was not called as further discussion ensued between Committee and staff regarding:

- the impact the lounge/patio would have on transportation in the area;
- the seating capacity of the lounge/patio, as well as number of parking stalls available on the site;
- the safety of access and exit routes on the site;
- the hours of operation for the lounge/patio; and
- the applicant, not an independent operator, will run the lounge/patio.

Harvey Fuller, Architect, Sanford Design Group, addressed Committee and advised that the seating capacity was 64 for the indoor lounge and 62 for the patio.

Discussion ensued between Mr. Fuller, staff, and Committee and the following advice was provided:

- the number of parking stalls will increase by over 20 spaces when the applicant installs more seating in the indoor lounge and outdoor patio;
- it is anticipated there is a relationship between the hours of operation of the winery business, and the hours of operation of the lounge/patio; and

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Tuesday, January 17, 2012

- motor coaches have designated parking spaces in addition to off-street parking for the lounge, and if there is overflow parking of cars, the applicant has made shuttle arrangements.

The question on the motion was then called and it was **CARRIED** with Cllr. Harold Steves **OPPOSED**.

9. **TRUCK PARKING ON PROPERTIES ON RIVER ROAD EAST OF NO. 6 ROAD**

(File Ref. No. 08-4040-01) (REDMS No. 3434401)

Mr. Jackson provided background material regarding Council's referral to research truck activity on River Road, to review the interim truck parking strategy, and other trucking issues. Mr. Jackson noted that a comprehensive average daily traffic volume study was done, and the results show a low volume of truck traffic on River Road.

Mr. Jackson also remarked that there is not a lot of land in Richmond for truck parking, and stated that officials at the Metro Port lands are not supportive of allowing trucks to park on their land.

Discussion ensued between staff and Committee on:

- staff has received applications from River Road land owners for commercial vehicle parking and storage;
- the potential for truck parking on industrial zoned land; and
- some refrigerated trucks run their engines all night, and other trucks contribute to contamination with oil drips.

Brian Daniel, 2201 Cook Road, addressed Committee and spoke on behalf of owners of 16700 River Road. He noted that the River Road address had been removed from the Agricultural Land Reserve and that it had no further agricultural value.

The owners of 16700 River Road support the staff recommendation to continue with a short-term action plan, with monitoring, with regard to commercial vehicle parking and storage. The owners want to develop their property for vehicle parking and storage have been withholding their application, but have moved ahead with a landscaping plan.

Further discussion ensued between Committee and staff and advice was provided regarding: (i) the exact locations on River Road with applications pending; and (ii) the location on River Road of the Agri-Industrial Service Area, as identified by the Agriculture Land Reserve.

As a result of the discussion a suggestion was made that Parts (1) and (2) of the staff recommendation be a separate motion from Parts (3) and (4). As a result of the suggestion the following **motion** was introduced:

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It was moved and seconded

That:

- (1) *the "Interim Truck Parking Action Plan" (Interim Action Plan), as amended by Council in February 2008, be continued until the end of 2012 to allow for consideration of further rezoning applications for commercial vehicle parking and storage within the plan area in the 16000 Block of River Road;*
- (2) *a daily traffic count be undertaken over two (2) one-week periods on No. 7 Road (between Bridgeport Road and River Road) and on River Road (East of Nelson Road) in 2012 either by the City or by future applicants' consultants, to the satisfaction of City staff, as part of rezoning applications that facilitate commercial vehicle parking and storage within the Plan Area;*

CARRIED

Committee then agreed that Parts (3) and (4) of the staff recommendation be referred back to staff. The following **referral** motion was then introduced:

It was moved and seconded

That:

- (3) *staff report back to Planning Committee with an update on such daily traffic count trends by the end of 2012 to consider the option of amending the Interim Action Plan to allow only commercial outdoor storage and not commercial vehicle parking in the short term, depending upon the City's review of traffic counts in 2012; and*
- (4) *the existing 1999 OCP "Business and Industry" designation and policies allowing for a range of long-term intensive industrial uses for the 16000 block of River Road as well as the agri-industrial uses set out in the Long-Term Action Plan be considered for inclusion in the proposed, updated OCP.*

CARRIED

OPPOSED: Cllrs. Harold Steves
Chak Au

10. **HAMILTON AREA PLAN – COMMITTEE UPDATE #1 – CLARIFIED TERMS OF REFERENCE, WORK PLAN AND TIMELINE** (File Ref. No.) (REDMS No. 3438210)

Terry Crowe, Manager, Policy Planning, stated that the report presents: (i) an update on minor clarifications to the City's Terms of Reference for the Hamilton Area Plan Update; (ii) a summary of the clarified Work Plan; and (iii) the timeline to undertake the process, under the City's direction.

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Mr. Crowe noted that City staff will undertake consultations with the City of New Westminster staff, New Westminster School Board staff and Queensborough residents.

A brief discussion ensued between Committee and staff, and in particular:

- the proposed community survey will be distributed to each household in the Hamilton neighbourhood;
- consultation is being sought from Queensborough residents to get an idea of what they want to see particularly in Area 2; and
- ensuring that expectations, especially with regard to transportation improvements, are realistic and balanced with what can be delivered.

It was moved and seconded

That the staff report dated January 4, 2012 from the General Manager, Planning and Development, entitled: "Hamilton Area Plan – Committee Update #1 – Clarified Terms of Reference, Work Plan and Timeline" be approved to guide the Hamilton Area Plan Update process.

CARRIED

11. **REVIEW OF THE NO. 5 ROAD BACKLANDS POLICY**

(File Ref. No. 08-4050-10) (REDMS No. 3419274)

Mr. Crowe stated that the No. 5 Road Backlands Policy has been revised and clarified since its inception 20 years ago, but over the past ten years the Policy has not been subject to a comprehensive review.

Mr. Crowe noted that staff is contemplating opportunities for consultation involving property owners, stakeholders, the surrounding neighbourhood and with City-wide residents.

Discussion ensued between Committee and staff, and in particular on:

- some of the owners of assembly zoned sites on No. 5 Road wanting to develop their backland instead of farming it;
- if the No. 5 Road Backlands Policy should be reviewed to clarify policies now, or when an owner of an assembly zoned site on No. 5 Road comes forward with an application;
- the issue of height restrictions for buildings on assembly zoned sites on No. 5 Road; and
- the opportunity the review process could present to examine the "frontlands" of the assembly zoned sites on No. 5 Road.

A suggestion was made that the proposed Terms of Reference and Work Program for the review of the No. 5 Road Backlands Policy be referred back to staff for further review.

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A subsequent suggestion was made that staff undertake further review of the Policy, but not review the backlands component of the Policy.

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

It was moved and seconded

That the proposed Terms of Reference and Work Program for the Review of the No. 5 Road Backlands Policy (Attachment 1) be referred back to staff to give the matter further review, but that staff not review the backlands component of the Policy.

CARRIED

16. MANAGER'S REPORT

No reports were given.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (7:47 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 17, 2012.

Councillor Bill McNulty
Chair

Sheila Johnston
Committee Clerk

CNCL-141



Public Works & Transportation Committee

Date: Wednesday, January 18, 2012

Place: Anderson Room
Richmond City Hall

Present: Councillor Linda Barnes, Chair
Councillor Chak Au, Vice-Chair
Councillor Derek Dang
Councillor Linda McPhail
Councillor Harold Steves

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

It was agreed that 'Signage for the new RCMP Detachment' be added to the agenda.

MINUTES

It was moved and seconded

That the minutes of the meeting of the Public Works & Transportation Committee held on Wednesday, December 14, 2011, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Wednesday, February 22, 2012 (tentative date) at 4:00 p.m. in the Anderson Room

ENGINEERING AND PUBLIC WORKS DEPARTMENT

1. **2012 PAVING PROGRAM**
(File Ref. No. 10-6340-20-P.12201) (REDMS No. 3435271)

Public Works & Transportation Committee

Wednesday, January 18, 2012

Jim Young, Manager, Engineering Design and Construction, provided background information and commented on the City's early tendering process that has resulted in the City receiving highly competitive rates. Also, Mr. Young stated that the 3000-block of Moncton Street should be included on Attachment 1 of the staff report entitled '2012 Paving Program.'

In reply to queries from Committee, Mr. Young advised that the City's paving contractor is committed to utilizing sustainable methodologies, practices and materials as per the provisions of the contract. He mentioned that the City monitors the paving program to ensure the contractor is meeting the terms of the contract.

It was moved and seconded

That the staff report regarding the 2012 Paving Program be received for information.

CARRIED

2. **FUEL PURCHASES AGREEMENT – BC PETROLEUM PRODUCTS BUYING GROUP**

(File Ref. No. 10-6000-01/2011) (REDMS No. 3424005)

In reply to queries from Committee, Suzanne Bycraft, Manager, Fleet & Environmental Programs, provided the following information:

- the 2011 over-expenditure was partly due to increased fuel consumption as a result of additional receivables-based operations work, but it is primarily due to fuel price increases;
- the City does not have a specific policy on the source of the renewable content of fuels its fleet utilizes; and
- the City observes savings on fuel consumption on many of its passenger vehicles that utilize alternative fuel/hybrid vehicles.

Discussion ensued regarding the source of the alternative fuel the City's fleet utilizes. Ms. Bycraft advised that the City's Green Fleet Policy addresses a wide-range of factors from acquisition to maintenance of City fleet, however it does not specifically address the source of the alternative fuel purchased. The Green Fleet Policy does outline maximum fuel efficiency of vehicles as a key factor in the City's vehicle acquisition process.

Discussion further ensued regarding the use of food crops to produce biofuels and it was noted that the Richmond School District has a policy regarding the types of biofuels its fleet utilize.

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Public Works & Transportation Committee

Wednesday, January 18, 2012

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

It was moved and seconded

That staff review the School District's policy on biofuels and report back on the feasibility of a similar policy for the City of Richmond.

CARRIED

In reply to a query from the Chair, Ms. Bycraft advised that the City is a member of the British Columbia Petroleum Products Buying Group, and as such commented that this would limit the City's ability to independently choose or restrict the source of its biofuels.

It was moved and seconded

That the City participate in the BC Petroleum Products Buying Group fuel purchases contract with Chevron Canada Ltd., commencing December 14, 2011 for a three-year period, with the option to renew for two additional one year periods, to a maximum of five years.

CARRIED

3. **ADVANCE CAPITAL BUDGET APPROVAL – 2012 LULU WEST WATERWORKS AREA (WILLIAMS ROAD)**

(File Ref. No. 10-6050-01) (REDMS No. 3438433)

In reply to queries from Committee, Mr. Young advised that (i) a main goal of the waterworks capital program is to replace ageing infrastructure prior to failure and to improve fire protection by locally increasing the system supply capacity; and (ii) an operating budget impact is anticipated as there will be a marginal increase in operating costs for the proposed new watermain.

Discussion ensued regarding the proposed watermain's financial implications on utility rates. John Irving, Director, Engineering, advised Council adopted the 2012 Utility Budgets and Rates in December 2011 and funding for the proposed project is available within the annual funding limits; therefore, the proposed watermain would not impact the 2012 utility rates.

It was moved and seconded

That 2012 Capital Project Submission 4719 (Lulu West Waterworks Area) as detailed in Attachment 1 of the staff report dated January 5, 2012 from the Director, Engineering be approved for expenditure and commencement of work.

CARRIED

PLANNING AND DEVELOPMENT DEPARTMENT

4. **RICHMOND COMMUNITY CYCLING COMMITTEE – PROPOSED 2012 INITIATIVES**

(File Ref. No. 01-0100-20-RCYC1/2012) (REDMS No. 3414787)

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Donna Chan, Manager, Transportation Planning, introduced Larry Pamer, Chair of the Richmond Community Cycling Committee.

Discussion ensued regarding the various different types of active transportation, and in reply to a query from Committee Mr. Pamer advised that the Committee would consider broadening its mandate to include other wheeled devices, if the need arose. Mr. Pamer commented that painted bike lanes are great enhancements and noted that there was precedence in Richmond for blue bike lanes. Staff was directed to examine painted bike lanes.

It was noted that a copy of the staff report should be forwarded to Vancouver Coastal Health for their information as many of the initiatives outlined in the staff may be of interest to them.

Discussion ensued regarding an upcoming staff report anticipated to go to the next Community Safety Committee meeting and the Chair requested that staff comment on cycling education and safety when that report comes forward.

It was moved and seconded

- (1) *That the proposed 2012 initiatives of the Richmond Community Cycling Committee regarding cycling-related engineering and education activities, as described in the report from the Director, Transportation, be endorsed; and*
- (2) *That a copy of the report from the Director, Transportation entitled "Richmond Community Cycling Committee - Proposed 2012 Initiatives" be provided to the Council School Board Liaison Committee and Vancouver Coastal Health for information.*

CARRIED

It was moved and seconded

That staff examine the possibility of expanding the Richmond Community Cycling Committee beyond cycling.

CARRIED

5. **TRAFFIC SAFETY ADVISORY COMMITTEE – PROPOSED 2012 INITIATIVES**

(File Ref. No. 01-0100-20-TSAD1-01) (REDMS No. 3410268)

In reply to a query from Committee, Ms. Chan commented on how staff measure the success of traffic safety initiatives and it was suggested that staff collect more feedback.

It was moved and seconded

- (1) *That the proposed 2012 initiatives for the Traffic Safety Advisory Committee, as outlined in the report from the Director, Transportation, be endorsed; and*

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Wednesday, January 18, 2012

- (2) *That a copy of the above report be forwarded to the Richmond Council-School Board Liaison Committee for information.*

CARRIED

6. **MANAGER'S REPORT**

(i) Accessible Bus Stops

Ms. Chan referenced a letter from TransLink's Access Transit Users' Advisory Committee requesting that Richmond increase its number of accessible bus stops. It was noted that of Richmond's 711 bus stops, approximately 402 are wheelchair and scooter accessible. Ms. Chan noted that since TransLink's letter, Richmond has commenced the installation of two more accessible bus stops (Garden City Road at Ferndale Road, and Railway Avenue at Woodward's Road) and relocated another (Moncton Street at Steveston Community Centre).

In reply to queries from Committee, Ms. Chan stated that the City typically budgets for four to six accessible bus stops a year and the cost of an accessible bus stop ranges significantly depending on the scope of the project.

(ii) No. 1 Road and Moncton Street Intersection

Ms. Chan stated that staff have received lots of positive feedback from residents and businesses regarding the newly upgraded intersection at No. 1 Road and Moncton Street.

(iii) Steveston Highway Interchange

Ms. Chan referenced a memorandum dated January 10, 2012 from the Director, Transportation (attached to and forming part of these Minutes as Schedule 1). She spoke of a recent meeting with the Honourable Blair Lekstrom, Minister of Transportation and Infrastructure regarding the Steveston Highway-Highway 99 Interchange and noted that Minister Lekstrom committed to directing his staff to work with City staff to address current traffic deficiencies.

(iv) Speed Along Garry Street

Discussion ensued regarding speeding along Garry Street and Ms. Chan advised that a speed study was forthcoming.

(v) Snow Update

Tom Stewart, Director, Public Works Operations, advised that the City was able to pre-salt many routes in anticipation of the snowfall. Also, he commented on 12-hour shifts, noting that they ensure 24-hour coverage. The Chair requested that staff provide an update on the implementation of 12-hour shifts at the conclusion of the snow season.

Cllr. Au left the meeting (4:48 p.m.).

CNCL-1475.

Public Works & Transportation Committee

Wednesday, January 18, 2012

(vi) 2012 Capital Projects Open House

Mr. Irving spoke of the 2012 Capital Projects Open House, noting that it is tentatively scheduled for April 4, 2012.

Cllr. Au returned to the meeting (4:49 p.m.).

(vii) Signage for the new RCMP Detachment

Discussion ensued regarding the lack of signage for the new RCMP detachment located at 11411 No. 5 Road. Robert Gonzalez, General Manager, Engineering and Public Works, noted that staff would address the lack of signage.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:50 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Public Works & Transportation Committee of the Council of the City of Richmond held on Wednesday, January 18, 2012.

Councillor Linda Barnes
Chair

Hanieh Floujeh
Committee Clerk

Schedule 1 to the Minutes of the
Public Works and Transportation
Committee meeting held on
Wednesday, January 18, 2012.



City of Richmond

Memorandum

Planning and Development Department
Transportation

To: Mayor and Councillors
From: Victor Wei, P. Eng.
Director, Transportation

Date: January 10, 2012
File: 01-0150-20-THIG1/2012-
Vol 01

**Re: MEETING WITH MINISTER OF TRANSPORTATION AND INFRASTRUCTURE ON
STEVESTON HIGHWAY-HIGHWAY 99 INTERCHANGE IMPROVEMENTS**

Mayor Brodie and staff met with Honourable Blair Lekstrom, Minister of Transportation and Infrastructure, and Ms. Linda Reid, MLA Richmond East, on January 10, 2012 to discuss the traffic safety and deficiency issues related to the Steveston Interchange/overpass at Highway 99. The purpose of the meeting was to gain ministerial support for carrying out technical investigation on feasible short-term improvements at the interchange to address the traffic issues prior to determining the long-term improvements for the George Massey Tunnel.

The background information on the Steveston Highway-Highway 99 Interchange and related traffic issues shared with the Minister and MLA Reid is attached.

The above information was well received by Minister Lekstrom. At the close of the meeting, he committed to directing his staff to work with City staff to study the Steveston Interchange with the objective of identifying the recommended improvements to address current traffic deficiencies. To this end, Ministry staff will contact City staff shortly to meet and discuss the next steps for developing a work program for the traffic study.

While understandably no initial financial commitment was made at the meeting by the Minister on funding the construction of the interchange improvements, his commitment on commencing the planning work is considered a significant step towards realizing early traffic improvements to the interchange in advance of the tunnel improvements.

I will continue to update Council on this work as it progresses. In the meantime, if you have any questions regarding this issue, please contact me.

Victor Wei, P. Eng.
Director, Transportation
(604-276-4131)

JC:lce
Att. 1
pc: TAG

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Council/School Board Liaison Committee

Date: Wednesday, January 18, 2012

Place: Anderson Room
Richmond City Hall

Present: Councillor Linda Barnes, Chair
Councillor Linda McPhail
School Trustee Donna Sargent
School Trustee Debbie Tablotney (9:28 a.m.)

Absent: School Trustee Rod Belleza

Also Present: Councillor Chak Au

Call to Order: The Chair called the meeting to order at 9:00 a.m.

AGENDA

It was moved and seconded

That the Council/School Board Liaison Committee agenda for the meeting of Wednesday, January 18, 2012, be varied to deal with Agenda Item No. 4 first, and be adopted as circulated.

CARRIED

MINUTES

It was moved and seconded

That the minutes of the meeting of the Council/School Board Liaison Committee held on Wednesday, September 21, 2011, be adopted as circulated.

CARRIED

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Council/School Board Liaison Committee

Wednesday, January 18, 2012

4. TRAFFIC CONCERNS AT GARDEN CITY

(Verbal Report – RSD – Sean Harrington, Principal, Garden City Elementary)

Victor Wei, Director, Transportation, spoke about ongoing concerns related to speeding vehicles along Garden City Road in front of Garden City Elementary school, noting that since Garden City Road is an arterial road, the current speed limit is 50 km/h. He also noted that in an effort to mitigate the concerns, crosswalks had been installed, the vegetation on the road side had been cleared, and school stakeholders had initiated an education initiative.

Mr. Wei continued by advising that the latest idea to address the safety concerns related to the speeding traffic was to create awareness of the existing school zone signs by adding flashing amber lights at each of the signs during heavier traffic times before and after school to remind drivers that they are in a school zone.

Mr. Wei also stated that the RCMP had been consulted about the matter, and it was determined that reducing the speed limit on Garden City Road would not be effective as it is an arterial road, and drivers would not adhere to the speed limit, as studies show that drivers tend to ignore signs once they become accustomed to them.

In conclusion, Mr. Wei advised that meetings with the Principal and Vice-Principal of Garden City Elementary for a site meeting would be taking place.

Sean Harrington, Principal, Garden City Elementary, expressed the following concerns:

- a study undertaken in September 2010, concluded that the traffic volume along Garden City Road was approximately 10,000 cars, with an average speed in the north middle lane of 56 km/h and 57 km/h in the south lane;
- recently, the RCMP volunteer traffic safety monitors conducted a study at Garden City Elementary, monitoring traffic for a half an hour before and after school, and ascertained 24 license plates of speeding vehicles with speeds up to 80 km/h;
- Garden City Road runs parallel to the school's major play area; and
- students from Palmer Secondary School have a tendency to hit the button on the crosswalk and just walk out, as they believe they have the right away.

Mr. Harrington, also stated that a 30 km/h speed zone would be more desirable, however, if it is not feasible, he would like to see another traffic study conducted within three to four months after the installation of the proposed flashing lights. In conclusion he requested that the flashing lights and signage be placed before the section of the pedestrian crosswalk.

A discussion then ensued amongst members of the Committee, Mr. Harrington and City staff about:

- ineffectiveness of V-Calm as daily drivers tend to ignore such signage upon realizing what it is not enforceable. It was noted that V-Calms provide a short-term immediate solution only, or are effective in areas that are travelled by occasional drivers;
- concerns related to driver confusion resulting from additional signage and flashing lights on the road;

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Council/School Board Liaison Committee

Wednesday, January 18, 2012

- the need for driver awareness and the feasibility of promoting the awareness in the newspapers;
- the City's action plan and a forthcoming verbal report from the RCMP on pedestrian awareness, which is anticipated for the next Community Safety Committee meeting;
- safety concerns related to pedestrians who use headphones in traffic areas;
- the feasibility of reducing the speed limit in the area. It was noted that it is appropriate to reduce speed limits on an arterial road if a large pedestrian volume is present, Garden City Road is fairly quiet for most of the day; and
- timing of the installation of the amber flashing lights. It was noted that the lights would be installed before the spring.

During the discussion, Mr. Wei was requested to provide the Board with information related to traffic awareness week for communication purposes, as well as an update on the matter at the next Council/ Board Liaison Committee meeting. It was also noted that the minutes from the next Community Safety Committee meeting pertaining to the RCMP pedestrian awareness report be forwarded to the Council/Board Liaison Committee for information.

STANDING ITEMS

1. JOINT SCHOOL DISTRICT / CITY MANAGEMENT COMMITTEE
(COR – Dave Semple; RSD – Monica Pamer)

The notes from the Joint School District/City Management Committee meetings held on September 8, 2011 and January 6, 2012 were reviewed.

It was moved and seconded

That the Joint School District / City Management Committee notes for the meetings held on September 8, 2011 and January 6, 2012, be received for information.

CARRIED

2. PROGRAMS
(COR – Vern Jacques; RSD – Monica Pamer)

The notes from the City of Richmond/School District No. 38 Joint Program Committee meeting held on November 8, 2011 were reviewed.

A discussion ensued about Physical Literacy Programs at community centres and the difference between physical literacy and physical education and activity. A suggestion was made to approach the Intercultural Advisory Committee about the Physical Literacy Program.

Council/School Board Liaison Committee

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School Trustee Donna Sargent commended City staff for their collaborative effort with the Board regarding education about Halloween safety, and noted that the integrated approach made Halloween a success.

Vern Jacques, Acting Director, Recreation, advised of a forthcoming update on Sports For Life, and staff were requested to provide an update on Snow Geese at the next Council/Board Liaison Committee meeting.

It was moved and seconded

That the City of Richmond/School District No. 38 Joint Program Committee meeting notes held on November 8, 2011, be received for information.

CARRIED

3. SCHOOL PLANNING AND CONSTRUCTION SCHEDULE

(Verbal Report – RSD – Clive Mason)

Clive Mason, Manager of Facilities, SD 38, noted that the following construction projects had been completed: (i) the Full-Day Kindergartens, including the Hamilton location; (ii) Brighthouse Elementary School; (iii) the Neighbourhood Learning Centre; and (iv) the Community Garden.

Mr. Mason advised of the upcoming envelope remediation at Hugh Boyd Secondary, noting that two areas on two floors were currently boarded off as the finishing had been stripped to remove mould. The finishing repair work is anticipated to begin in the summer and be completed by the fall. Mr. Mason noted that the unrepaired section is unused, and inaccessible.

It was moved and seconded

That the verbal report on the School Planning and Construction Schedule be received for information.

CARRIED

BUSINESS ARISING & NEW BUSINESS

4. TRAFFIC CONCERNS AT GARDEN CITY

(Verbal Report – RSD – Sean Harrington, Principal, Garden City Elementary)

See Page 2 for action taken on this matter.

5. RICHMOND EARTH DAY YOUTH SUMMIT 2012 (READY SUMMIT)

(COR – Cecilia Achiam)

Wendy Lim, Assistant Superintendent, and Cecilia Achiam, Interim Director, Sustainability and District Energy, provided background information on the Richmond Earth Day Youth Summit 2012 (REaDY Summit), as well as details related to the various roles of the youth involved in the Richmond School Student Green Teams.

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Ms. Achiam noted that the Summit would be led and facilitated by youth, with oversight from a steering team and support from School Board and City staff. The goals of the Summit include fostering continual interest and raising awareness on sustainability issues identified by local youth, building new skills in facilitation, exchanging ideas with community leaders, and learning from leading practitioners in various disciplines in the sustainability field. The youth involved in the Summit will gain skills in facilitation, pursuing sponsorship opportunities, working with media to promote the event, and assisting in identifying and securing speakers for the workshops.

It was moved and seconded

That the City of Richmond be requested to consider:

That the City endorse and continue working with the Board of Education for the development of the Richmond Earth Day Youth Summit 2012 (REaDY Summit) program.

CARRIED

6. HAMILTON ELEMENTARY – REPAIR TO BERM

(Verbal Report – RSD – Mark De Mello)

A discussion ensued about the required repairs to the Hamilton Elementary berm, and Mark De Mello, Secretary Treasurer advised that a stairway would be constructed to allow students to egress from the building. Discussion also took place about the forthcoming report on planning and community roads in the Hamilton Area Plan, and the Board requested that the matter to be placed on an upcoming Council/Board Liaison Committee meeting agenda. City staff were requested for input and assistance on the long-term planning of the berm.

It was moved and seconded

That the verbal report on the Hamilton Elementary - Repair to Berm be received for information.

CARRIED

7. COMMUNITY USE OF SCHOOL SPACE

(Verbal Report – RSD – Mark De Mello)

A discussion ensued about:

- the School Board's current review of the rental rates for use of school space;
- several social services groups seeking school sites to use for their programs; and
- the current practice between the City and School Board relating to City use of school space, and the need to continue working together to find a common solution.

It was noted that the matter would be brought forward to a future Council/Board Liaison Committee meeting upon the completion of the review, which is anticipated by May, 2012.

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Council/School Board Liaison Committee

Wednesday, January 18, 2012

A discussion also took place about the Social Planning Strategy. City staff noted that the Strategy would be reviewed prior to presentation to City Council. Staff was directed to place the Social Planning Strategy on the Council/Board Liaison Committee agenda.

8. NEIGHBOURHOOD LEARNING CENTRE STAFFING AND POLICY (RSD – Nancy Brennan)

Nancy Brennan provided an update on the current status of the Neighbourhood Learning Centre, noting that an open house had been held in November, 2011. She also noted that the Centre had originally generated interest from community groups, however, none of the interest had yet manifested into rental requests.

Discussion ensued about:

- the list of rates for the rooms at the Centre, and it was noted that although the prices were low, smaller groups expressed concerns that the prices were too high;
- the feasibility of community groups working together and booking rooms simultaneously for cost-sharing purposes;
- promotion of the Centre throughout the City, including rental brochures with prices and pictures of the rooms;
- long-term objectives for the Centre to ascertain long-term repetitive tenants;
- initiating discussions with the School District on the governance of the Centre;
- the feasibility of involving the City's Senior staff in assisting the Board with ideas for the operation of the Centre, as well as continued promotion;
- the original focus of promoting literacy through the Centre; and
- the feasibility of having another open house to promote the Centre, as well as approaching multicultural groups.

It was moved and seconded

That the City of Richmond be requested to consider:

That City staff work with School Board staff on ideas for the operation of the Neighbourhood Learning Centre.

CARRIED

Council/School Board Liaison Committee

Wednesday, January 18, 2012

9. LONG RANGE FACILITIES PLAN

(RSD – Mark De Mello)

Mark De Mello, Secretary Treasurer, reviewed the Long Range Facilities Plan. A discussion ensued about issues related to various locations listed in the Plan, and about how the Plan was viewed as a high priority by the Board of Education in their effort to be proactive. Also, it was noted that the City would be invited to attend two public open houses which are planned to take place in February 2012. It was suggested that a presentation be made by the Board to City Council through the Planning Committee about the Long Range Facilities Plan.

It was moved and seconded

That the City of Richmond be requested to consider:

That the Steveston Secondary lands issue be referred to the Planning Committee for information.

CARRIED

It was moved and seconded

That the City of Richmond be requested to consider:

That the Richmond School District Long-Range Facilities Plan be received for information, and be referred to the Planning Committee for information.

CARRIED

10. YOUTH SUPPORT WORKERS / ADOLESCENT MENTAL HEALTH OUTREACH

(Verbal Report – RSD – Kathy Champion)

Kathy Champion, Director of Instruction, provided background information on each member of the Adolescent Support Team, and spoke about the benefits realized from the formation of the Team. She noted that although Youth Support Worker positions were lost, the creation of the Adolescent Support Team has created more cohesion, synergy, and capacity in supporting adolescents.

A discussion ensued, during which questions were raised about whether there was a “gap” in current services, and if so how those gaps would be measured. It was noted that Vancouver Coastal Health would be involved in identifying gaps. Staff was directed to keep the matter on the agenda, but under the following title: “Adolescent / Mental Health Outreach and Identifying the Services”.

It was moved and seconded

That the City of Richmond be requested to consider:

That the matter of Youth Support Workers / Adolescent Mental Health Outreach be forwarded to Vancouver Coastal Health by the City's Liaison for discussion.

**CARRIED
CNCL-157**

Council/School Board Liaison Committee

Wednesday, January 18, 2012

It was moved and seconded

That the verbal report on Youth Support Workers / Adolescent Mental Health Outreach be received for information.

CARRIED

NEXT COMMITTEE MEETING DATE

Wednesday, March 28, 2012 (tentative date) at 9:00 a.m. in the Anderson Room

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (11:35 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the City of Richmond Council/School Board Liaison Committee held on Wednesday, January 18, 2012.

Councillor Linda McPhail
Chair

Shanan Dhaliwal
Executive Assistant
City Clerk's Office

CNCL-158



City of Richmond

Memorandum Community Services Department

To: Council/School Board Liaison Committee

Date: January 10, 2012

From: Cecilia Achiam, MCIP, BCSLA
Interim Director, Sustainability and District Energy

File:

Re: Richmond Earth Day Youth Summit 2012 (REaDY Summit)

The Richmond School Board has invited the City of Richmond and the David Suzuki Foundation to be the co-presenter of the Richmond Earth Day Youth Summit 2012 (REaDY Summit) on April 21, 2012. Richmond has actively been promoting sustainability within the City's corporate practices and in our community. The School Board has been integrating sustainability as part of the curriculum for a number of years and the David Suzuki Foundation has an established reputation as an environmental organization. The summit acronym "Are you REaDY for action?" is a reminder to participants to continue on the path to incorporate sustainable actions into our daily lives. The conference detail is provided in **Attachment 1**.

As a result of the growing awareness on sustainability, the Richmond School student green teams, with support from School Board and City staff, have hosted school conferences around sustainability in the past. The idea of the REaDY Summit originated from Richmond's youths in the school system to pay homage to the 20 year anniversary of The Conference on Environment and Development (UNCED) (more commonly referred to as The Earth Summit) hosted by the United Nations in Rio de Janeiro in June 1992. The REaDY Summit conference has been expanded to include community members and schools from other school districts.

The REaDY Summit will be led and facilitated by youth, with oversight from a steering team and assisted by a working team comprised of staff from the presenting organizations to provide input on programming, logistics, securing speakers, provision of venue and exploration of sponsorship opportunities. The goals of the summit include fostering continual interest and raising awareness on sustainability issues identified by our local youth; building new skills in facilitation; exchanging ideas with community leaders; and learning from leading practitioners in various disciplines in the sustainability field.

The City is supporting REaDY Summit by providing in kind staff support (on-going curriculum input, steering committee participation, planting of graduation groves as a legacy, facilitation skills training, etc.), pursuing sponsorship opportunities (**Attachment 2**), working with media to promote the event and assisting in identifying and securing speakers for the workshops. Once the conference program has been finalized, staff will send a formal invitation to Council to participate in the REaDY Summit. The City is looking towards a successful partnership with the School Board and the Suzuki Foundation in hosting the summit. I will be available at the upcoming Council/Board Liaison Committee meeting if you have any questions at that time, or can be reached at (604) 276-4122 or cachiam@richmond.ca.

Cecilia Achiam, MCIP, BCSLA
Interim Director, Sustainability and District Energy

p.c.: Council
TAG

ATTACHMENT 1

Richmond Earth Day Youth Summit 2012 (REaDY Summit) Overview:

Purpose: An opportunity to collaborate and host a community-wide sustainability conference to celebrate Earth Day and the 20 year anniversary of The Earth Summit

Date: Saturday April 21st 2012

Time: 9:00 am -1:00 pm (8:30 am registration, 9:00 am prompt start)

Location: Steveston-London Secondary School (LEED Gold candidate facility)

Registration deadline: March 7th for non Richmond Teams of 20 students and sponsors; early bird registration March 30th, deadline for registration for Richmond students and adults – April 11th

Limited to 500 delegates

Target Audience: Youth (Grades 3-12) and Adults (family, educators, community members, business leaders, and politicians)

5 Workshop Themes developed from the brainstorming list provided by the student teams

- I. Climate Change and Global Warming
 - Energy Conservation
 - Waste Management
 - Air Quality
 - Water Conservation
 - Transportation
- II. Local Foods and Gardening
- III. Sustainable Seafood
- IV. Leadership: Greening Your Choices and Greening Your Lifestyle
- V. Ecosystems
 - Parks and Open Spaces
 - Natural Environments

ATTACHMENT 2

Sponsorship Proposal

The City of Richmond is pursuing community sponsorship to support the Richmond Earth Day Youth Summit 2012 (REaDY Summit) in the two categories described below. The objective is to secure one Category 1 sponsor to provide refreshments and other incidentals for the conference and as many Category 2 sponsors as possible.

Category 1

- a) \$3,000 + value in kind (preferred)
 - Potential Ideas for Value in Kind:
 - Recycling and organics collection for the conference
 - Snack items-preferable local, organic, healthy; or
- b) \$5,000 cash without value in kind to cover conference supplies, food and snacks

Category 2

Multiplier Challenge-Match cash donations to the Richmond Food Bank by the conference attendees and matching sponsors to enforce that a collection of individual actions add up to significant impact.

For every dollar donated, the Richmond Food Bank is able to distribute \$6 worth of food. For example, if we have 2 donors in addition to the conference attendees, $\$1 + \$1 + \$1 = \$18!$



Report to the Board of Education (Richmond)

Board of Education
School District #38 (Richmond)

DATE: October 17, 2011

FROM: Nancy Brennan, Assistant Superintendent

SUBJECT: Neighbourhood Learning Centre Staffing and Policy

RECOMMENDATION

THAT the Board of Education (Richmond) approve, as outlined in this report, the timeline, Open House format, and recommendations re staffing and Steering Committee for the Neighbourhood Learning Centre at Samuel Brighthouse Elementary School.

AND FURTHER THAT the Board refer the attached draft policy revisions to the Policy Committee for discussion, revision, and eventual dissemination to stakeholder groups for input.

POLICY CONSIDERATIONS

As stated in a report to the Board on March 7, 2011:

"Given that Neighbourhood Learning Centres are a new idea, there is no existing Board policy related to how the space will be allocated and how it will be supervised. Currently, Policy 1004.1 "Community Use of School Facilities", states 'It is the policy of the Board to encourage community use of school facilities, providing such use does not conflict with the regular or extra-curricular programme of the school, or the Continuing Education programme offered through the School District.'

Certain sections within the Regulation will have to be revised, or a separate regulation related specifically to NLCs will have to be written.

Attached to this report is Draft Policy #1004.1: "Community Use of School Facilities and Neighbourhood Learning Centres" (Appendix A). A new document (Appendix B) has also been created (Policy 1004.11R, Community Use of Neighbourhood Learning Centres) which is similar to the regulations related to community use of other school facilities

Also attached is the proposed set of regulations to be given to potential renters and an application form developed specifically for the Neighbourhood Learning Centre (Appendices C and D).

BACKGROUND /INTRODUCTION

The purpose of this report is to provide a review of the factors surrounding the opening of the SD 38 (Richmond) Neighbourhood Learning Centre, on the grounds of Samuel Brighthouse Elementary School. This work was begun by Margaret Dixon, Literacy Richmond Outreach Coordinator, and was continued by Project Consultant Moira Munro, former Vice Principal of McNair Secondary School, with a view to guiding the process through to the opening of the Centre. The consultancy commenced on May 9, 2011, and continued into early fall, 2011. (See Appendix E, Consultations.) The final report

to the Board of Education (Richmond) has been prepared by Ms. Munro and Assistant Superintendent, Nancy Brennan.

The methodology included meetings with relevant personnel in SD 38 (Richmond), interviews with school and school district staff in many areas of the province by telephone and Skype, and research into Ministry of Education and School District documents describing the history of Neighbourhood Learning Centres in general, and the Richmond model in particular.

The mandate for this report, as established in May of 2011, was as follows:

- Analyse factors surrounding establishment and operation of NLC
- Liaise with other districts to investigate their ways of running community schools, etc.
- Suggest policy revisions
- Revise existing timeline for opening, staffing and access to the NLC
- Make recommendations about: the application process, rental rates, supervision of the site etc.
- Coordinate roles of the school, rentals department and community literacy group
- Meet with various district staff as required
- Report to Senior Staff by mid-August with recommendations in all of the above
- Maintain data for an eventual report to the Board of Education in early Fall

CONSULTATION

Consultation for this report began with relevant personnel in SD 38, and moved on to staff of schools and school districts cited on the Ministry Neighbourhood Learning Centres website www.neighbourhoodlearningcentres.gov.bc.ca as having "Success Stories". Some of the individuals contacted suggested other schools or school districts that were worth exploring. Throughout the province, in person, on the phone, and on Skype, people were generous with time and information. A complete list of those consulted can be found in Appendix E.

Significant differences were noted between the Richmond situation and those cited:

- Many of those contacted, while passionate about their programs, have maintained their Community School status rather than fully embracing the new Neighbourhood Learning Centre model.
- They continue to serve their student population more so than the community at large.
- Most districts are housing programs within existing elementary or secondary school buildings; some have taken over buildings no longer used for classes.
- No district seems to have a brand new, dedicated building at this point, and although a few are in the works, the SD38 Neighbourhood Learning Centre will likely be a working reality before any of them.
- In some cases, the economic downturn, and resulting budget constraints put plans on hold for a time.
- A number of the remaining Community Schools throughout the province are operating as Non-Profit Societies, with charitable status, sanctioned by their school district. Those involved were enthusiastic about this way of organizing, and reported that it allows them to operate somewhat at arm's length, while staying within the oversight of the district. It also allows them to apply for grants from a variety of organizations, and to fund a Community Coordinator position. However, Richmond District has expressed a strong interest in maintaining control of the Neighbourhood Learning Centre operation, and so the establishment of a separate Non-Profit Society is not recommended at this time.

As has been the case in SD 38, all jurisdictions consulted undertook careful planning, including many meetings within the community, and "visioning" exercises with stakeholder groups.

In every instance, it is clear that volunteers are the backbone of service to their communities, whether as hands-on workers, or serving as Steering Committee or Board Members.

Sandy McIntosh, Facility Manager of The Caring Place, Richmond, was most generous with her time, and contributed valuable information on the smooth day-to-day operation of that building, including a list of standard items required by renters; a list of rental costs per room, differentiated for day and evening rentals; and samples of useful forms. Although the Caring Place is a larger, multifaceted operation run by a Non-Profit Society, some of the systems Sandy described could well be useful in operating the NLC. For example, renters can book space three months in advance, and allowing for-profit renters does help to defray the costs of the non-profit renters.

The Caring Place and the Neighbourhood Learning Centre will serve the needs of many of the same local groups within the Richmond Community. Several of those groups have already expressed a desire, through their membership in the District Literacy Committee, to apply to rent space in the NLC.

ORGANIZATIONAL IMPACT (INTENDED USE OF NLC)

Literacy Richmond

"The literacy program need for this community is well understood, and a combination of events has resulted in the opportunity to serve this need in a meaningful way through the NoL [Neighbourhoods of Learning] program. The result is the Family Literacy Centre component of the NoL proposal. This centre is intended to effectively reach out to the families of students in the neighbourhood, and address their collective literacy needs. The program goes beyond the immediate and narrow to include social and cultural literacy in a Canadian context, and family support."

"The building of the Neighbourhood Learning Centre, [originally] scheduled to open in September 2011, will be an integral part of Richmond literacy activities and resources. The central task group for Literacy Richmond consists of representatives from a variety of community agencies. They oversee the work of the Literacy Outreach Coordinator, ensure that the goals of the Richmond Literacy Plan are being addressed, make suggestions for further literacy work and monitor the spending of the community grants. Meetings are held on an as needed basis. Members of this group are:

Margaret Dixon	Literacy Outreach Coordinator
De Whalen	Women's Resource Centre (Financial Steward)
Dace Starr	Richmond Public Library
Barbara Fitzpatrick	Sunrise Rotary Club, Chair of Task Group
Ann Dauphinee	Vancouver Coastal Health
Audrey Truth	SUCCESS

In addition, a Community Partners Meeting is held bi-monthly. Participation in these meetings varies from 16-24 people representing the wide spectrum of not-for-profit organizations in Richmond. At these meetings, progress on the Literacy Plan is discussed and suggestions for further enhancements are made. Each group that has received community funding reports on the progress of their project. Various guest speakers dealing with a particular aspect of literacy are often received at these meetings."

Richmond Community Literacy Plan 2009/2010 and Beyond

Following the July 13, 2011 meeting at the Caring Place, Literacy Richmond Outreach Coordinator Marg Dixon sent the following updated Literacy Plan to the Community Literacy Partners:

1. Connect with recent immigrants to provide information on literacy initiatives and service in the community.

2. Increase access to literacy initiatives and services for 'hard to reach' populations.
3. Increase the literacy skills of entry-level workers in Richmond and increase the capacity of workplaces to provide literacy resources and opportunities.
4. Coordinate and streamline Richmond literacy activities and resources.
5. Promote the importance of literacy and lifelong learning to all residents in Richmond.
6. Capitalize on the strong family structure in Richmond to promote literacy in the community.
7. Increase the health literacy of Richmond residents.
8. Work together in a collaborative fashion with organizations in Richmond to increase literacy.
9. Encourage all non-English speakers in having an understanding of the importance of literacy in their first language.
10. Carry out research to ensure that the best literacy programs are offered and the needs of the community are fulfilled.

Neighbourhood Learning Centre Guiding Principles

Over a period of several months, a sub-Task Force of the larger Literacy Richmond Committee collected and collated the data obtained from the larger group meetings, and wrote the following guiding principles, as outlined in the March 7, 2011 Report to the Board of Education (Richmond) by N. Brennan, Assistant Superintendent.

The Neighbourhood Learning Centre will house programs and services that:

- are of mutual benefit to both Samuel Brighthouse elementary School and the community at large
- serve the Richmond Community
- provide an array of services, supports and resources for individuals from infants to seniors
- can operate independently within the facility
- can function in a multi-use space
- are not-for-profit organizations
- encompass the broad spectrum of literacy
- meet the priorities reflected in the Richmond Community Literacy Plan

Potential Uses for the NLC Space

Representatives from the Community Literacy Partners' Committee brainstormed possible purposes and uses for the NLC, as follows:

- Health and Vision screening (Vancouver Coastal Health)
- Large group parent information sessions (Richmond Family Place)
- English conversation sessions (SUCCESS)
- Student programs related to literacy (ISS BC)
- Sessions in financial literacy (Vancity)
- Large and small group training sessions (Richmond Women's Resource Centre)
- Training reading tutors (Kwantlen Polytechnic University)
- Youth and adult literacy sessions (Touchstone Family Association)

Use the NLC Guiding Principles provided above, as well as the suggestions listed here, the NLC steering committee will review all applications to decide on suitable candidates for the NLC.

Projected Timeline For Occupancy

Given the need to ensure that the NLC will serve the community effectively, care should be taken to proceed in a timely fashion. Following is the projected timeline:

- publicity throughout the community in late October/early November
- Open House/Welcome in November (after the Brighthouse School Opening date)

- applications (and information package) available at Open House
- applications submitted by late November/early December
- decisions made by the Steering Committee by December 31st, 2011
- preparation of site in January
- rentals to begin Feb 1 or Mar. 1

Open House

In order to welcome the community and acquaint potential user groups with all the NLC will have to offer, an Open House should be held. Announcements in the local press, on the SD 38 website, in Community Centres, and on the Richmond Library website, are a few of the possibilities for publicity regarding the date and time. Members of a variety of community agencies have offered to assist with publicity, as well as with planning and carrying out the evening. An information package should be available to the public. The package should include the following:

- Ministry of Education Vision
- Guiding Principles
- Timeline for Occupancy (as outlined above)
- District Policy Related to NLC
- NLC Regulations for Distribution to User Groups
- Rental Application Form
- Liability Insurance Information
- Map of the NLC

FINANCIAL/PERSONNEL IMPACT

The mandate for the SD 38 Neighbourhood Learning Centre, as well as for those throughout the province, is that it must be available to the community seven days a week, three hundred and sixty-five days a year. The implications of this are complicated, in terms of the cost of operating, staffing and maintaining the building, while charging fair rent to those groups wishing to use space for meetings, workshops etc. Many, if not all, of those groups will be Non-Profit Societies, such as SUCCESS, Richmond Women's Centre, and Touchstone Family Association, that must use their limited resources wisely in order to serve their clients effectively. Fees currently charged to community users of existing District spaces (see Appendix F) are generally on a cost recovery basis, and groups using the NLC space also will be expected to pay their share of operating and ongoing expenses.

According to the Assistant Manager of Operations, SD 38, after factoring in the cost of yearly operation and maintenance, the operational costs for the entire NLC could be set at \$13.00 per hour, (see Appendix F). This however, does not include the cost of any additional staffing that may be required to supervise the site. Below is a suggested staffing option that we believe would allow for the Neighbourhood Learning Centre to operate on the cost recovery basis required by the Ministry of Education.

Given the projected year round timeframe for availability of the NLC to community groups, the issue of staffing is a crucial piece of the puzzle. Having what we believe to be adequate staffing, while keeping to a cost recovery position, presents difficulties and may mean that the rates that we need to charge to cover these costs are prohibitive to some of the non-profit groups that hope to rent our space. Initially, the rental calendar may not be full, resulting in a real possibility of gaps in time between rental groups, necessitating flexible hours for supervisory and custodial staff. All of this data (i.e actual usage of space) will need to be gathered and tracked over the first year in order to ensure that we are neither over nor understaffing the NLC.

Recommendations

Oversight

A District NLC Steering Committee consisting of representatives from: Brighthouse School Administration, District Senior Staff, the Board of Education (Richmond), Richmond Literacy Committee, and Facilities and Finance would be the appropriate body to make decisions on rental applications, possibly control rental times to have fewer gaps in the schedule, and oversee the ongoing operation of the facility. It is clear that a review of all aspects of the Neighbourhood Learning Centre should be reviewed initially within six months of opening, and thereafter on a yearly basis to ensure that costs are being covered.

Staffing

In addition to operation and maintenance costs, staffing costs must be factored into NLC rental rates, thereby automatically increasing the hourly rate. The steering committee will do its utmost to try to keep these rates at or below the existing non-commercial rate for use of School Facilities.

Providing keys and security information to renters would not seem to be a feasible option, given the large number of possible user groups, as well as the number of people within those groups who may wish to have access at various times. In addition, existing policies regarding Health and Safety, and Buildings and Grounds Security must be considered in this new context. Given the proximity of the NLC to Samuel Brighthouse School, there will be an anticipated impact on administration and school office personnel.

Therefore the following staffing changes are recommended:

- **An increase of 0.20 FTE to Brighthouse administration time** (cost: \$ 21,300 per year), subsidized by rental charges, would serve to deal with site supervision and problem solving on a weekday basis, during school hours. Opening up the facility for the first user group, conducting a "walkabout" site review, and being prepared to assist renters if necessary to solve minor problems would be the main duties. Brighthouse Administrators would need to be provided with a list of rental groups and times each week. In addition, there should be one person to guide the initial organization of the facility, including equipping, setting up workable systems, and placing appropriate signage. This could be done by the Brighthouse admin team.
- **A Facilities Booking Clerk** (see attached job description, Appendix G) **to be hired on a 4 hour a day basis** (7 hours/day in July and August) to deal with those rentals outside of school hours. This person would be responsible for taking all bookings related to the NLC, as well as to be on hand for evening rentals. The exact hours of work would need to be determined, but would most likely be 5:00 pm to 9:00 pm, Monday to Friday (20 hours per week, 35 hrs per week in July and August, cost: \$30,261 per year). Clear lines of communication would have to be established to inform Brighthouse Administration, as well as custodial staff, of dates, times, and names of user groups.
- Custodial service could be provided for by **an increase in the Brighthouse afternoon shift custodial time to include the NLC during the week**. Any increase in custodial time would be factored into rental costs (10 hours/week , 52 weeks per year, cost: \$ 10,696/year).
- Those user groups who would be renting NLC space **on the weekend would need to pay the additional rental custodian costs**, as is currently the case in all of our other district facilities

It is anticipated that the added staffing outlined above would mean that the rental costs for the entire NLC would be **approximately \$ 43/hour**. Using this information, the NLC Steering Committee would then set the rental rates for the individual rooms within the NLC, based on both an

hourly and a daily basis. Following the six-month review by the NLC Steering Committee, if all of the above factors are not proving to be appropriate for the efficient operation of the Centre, other options may have to be considered.

SUSTAINABILITY CONSIDERATIONS

At this point, it is extremely difficult to gauge the popularity of the NLC and just how often it will be used and by whom. Given that this venture is new not only to Richmond, but elsewhere in the province as well, it is essential that the Steering Committee being closely involved in most of the initial decisions regarding start-up, access to the NLC, etc. Also essential is the regular review of rates, staffing, user groups, hours of operation, etc. The mandate is to operate on a cost recovery basis and to make this location accessible to the appropriate user groups and therefore, we must be diligent in our supervision of all aspects of the site.

ALTERNATIVES/OPTIONS

As mentioned earlier in this report, some other school districts are operating their NLCs under the auspices of Non-Profit Societies. There has been some initial conversation at the Senior Staff level as to the option of leasing the entire NLC building (on a yearly basis) to one Richmond Not-for Profit Society and then allowing them to "sub-let" to other Non-Profit groups (with the approval of the District NLC Steering Committee). This would greatly reduce our staffing costs as it would not be district staff who would oversee the day to day running of the Centre, but rather the non-profit group's own personnel. Whoever were to assume this lease would have to use district maintenance personnel (ie. custodian, repair staff, etc.) in the day to day operation of the building.

While this may be an option to consider in the future, it was felt that at this time, SD 38 staff should be the primary group making any and all decisions related to the NLC.

CONCLUSION

Planning for the Neighbourhood Learning Centre began with the recognition that literacy, in all its forms, is an essential part of the quality of life in the community of Richmond. The Centre is intended to become an integral part of this community, and to help to address the literacy needs of the growing population now and in the future. It should, as the District Literacy Plan states, "...be promoted as a safe and non-judgmental place for individuals to access literacy services." In order for the Centre to fulfill its mandate, and to become the success all interested groups have been working for, attention must be given to the details of its startup and continuing daily operation.

Nancy Brennan
Assistant Superintendent

APPENDIX A

Policy 1004.1

Community Use of School Facilities and Neighbourhood Learning Centres

It is the policy of the Board to encourage community use of school facilities, providing such use does not conflict with the regular or extra-curricular programme of the school, or the Continuing Education programme offered through the School District.

In the case of the Brighthouse Neighbourhood Learning Centre, priority for usage will be given to community groups and/or organizations which

- *Serve the Richmond community*
- *Encompass the broad spectrum of literacy*
- *Are of mutual benefit to both the school and the community at large*
- *Are non-profit*
- *Provide an array of services, support and resources for individuals from infants to seniors*
- *Provide programs that reflect the priorities of the Richmond Community Literacy Plan*

Adopted: 05 March 1990

APPENDIX B

Policy 1004.11-R

Community Use of Neighbourhood Learning Centres

Application

The Neighbourhood Learning Centre (NLC) application form shall be used for the submission of all requests for rental. One copy of the rental form will be returned to the user with a confirmation number. All rental applications will be adjudicated by the NLC Steering Committee, consisting of representatives from: Brighthouse School Administration, District Senior Staff, Board of Education, Richmond Literacy Committee, Facilities, Finance.

Yearly or series rentals must be submitted one month before the first date requested. One-time rentals must be submitted a minimum of seven days prior to date requested.

Liability

Groups using the NLC are responsible for carrying their own accident insurance protection. The School Board carries liability insurance to indemnify itself against its liability as the owner of the building and facility, and the negligence, if its employees in carrying out their employment duties. Thus, the Board will only be liable when negligence on the part of the Board or an employee is proven by the person suffering the injury or damage.

Groups using the NLC are required to take out Public Liability Insurance.

Equipment

Basic equipment for meeting rooms will be provided (chairs, tables, AV, chart stands).

Consumption of Alcoholic Beverages on School Board Property

Specific request to consume alcohol on School Board Property will only be considered for long-term NLC user group activities, and any such request must be submitted in writing to the Superintendent of Schools for approval. Such approvals will be restricted to the consumption of wine and/or beer. A group may be asked to post a \$300 (or greater) cash deposit. A liquor license must be obtained by the group requesting use of the facility. The group must provide evidence that they have obtained a host liquor liability insurance policy for the benefit of the group and the Board.

Time of Use

Weekdays	8:00 a.m. to 10:00 p.m.
Saturdays	8:00 a.m. to 10:00 p.m.
Sundays	8:00 a.m. to 2:00 p.m.

Supervision

Groups are required to ensure that there is appropriate supervision of activities at all times.

Reports

Reports of damage, littering or misconduct resulting from community use of the NLC shall be submitted by the Brighthouse Elementary School administration to the office of the Secretary-Treasurer and the Operations manager. All reports of injury or damage shall be on an Incident Report Form provided by the Schools Protection Program, and in cases of injury, the report shall be sent to the Secretary-Treasurer immediately.

Damage, Loss or Theft

Groups using the NLC facilities shall accept responsibility for the cost of repairing any damage occurring during use and/or of replacing any equipment lost or stolen during such use, and shall pay any resultant costs.

Reservation and Cancellation

A minimum of seven days' notice is required for a reservation and for cancellation.

Rental Charges

The Board shall, from time to time, establish such charges as it considers appropriate for the use of the NLC. The schedule of rental charges shall be available from the Rentals Clerk, the office of the Secretary-Treasurer, and the office of the Operations Manager.

Capacity

Occupancy/seating capacity of each room in the NLC is as per the Fire Marshall's regulations, and is indicated on the reverse of the application form.

Use of Gymnasium

Use of the Samuel Brighthouse school gymnasium is separate from use of the NLC, and must be requested through the School District Rentals Clerk. The gym will only be available outside of school hours. All users shall be advised of the rules and regulations when making arrangements through the Rentals Clerk.

Removal of Litter

Groups using the NLC are requested to ensure that material discarded by any member of the group is disposed of or recycled appropriately before the facility is vacated

Instructions to School Board Employees

The Board shall establish, from time to time, such instructions as it considers appropriate to School Board employees in charge of School Board facilities, and the Rentals Clerk shall ensure that all employees in charge of usage receive a copy of the regulations approved by the Board.

Forfeiture of Use

In the event of violation of any of the foregoing, the Board reserves the right to cancel the use of the NLC facility and/or its equipment.

APPENDIX C

SCHOOL DISTRICT NO. 38 (RICHMOND) NEIGHBOURHOOD LEARNING CENTRE

REGULATIONS

All groups are subject to the following Regulations:

The Neighbourhood Learning Centre, may be used by groups and organizations within the community according to the following guidelines:

- Priority:** Priority will be given to organizations that:
- * Serve the Richmond Community
 - Encompass the broad spectrum of literacy
 - Be of mutual benefit to both Samuel Brighthouse Elementary School, and the community at large (Might schools rent space after user groups? Apply & pay as per regulations?)
 - Are non-profit
 - Provide an array of services, supports and resources for individuals from infants to seniors
 - * Provide programs that reflect the priorities of the Richmond Community Literacy Plan
- Booking:** Complete the NLC application form, and submit to the NLC Steering Committee c/o District Staff, along with proof of Liability Insurance.
A minimum of seven days notice is required when making a reservation.
- Cancelling:** A minimum of seven days notice is required for cancellation. Less than seven days notice will result in a charge to the rental group. The Board reserves the right to revise any reservation with seven days notice.
- Payment:** Payment is required prior to the rental start date.
- Insurance:** Groups are required to provide proof of Public Liability Insurance.
- Smoking:** Smoking is prohibited in or near the premises as per SD 38 Board Policy, and City of Richmond By-Law #6989, part 6-1 Areas of Smoking Prohibition.
- Set-Up & Clean Up:** All set-up and clean-up must be done by the renter. Furniture must be returned to its original room set-up as shown in the diagrams posted in each room. All groups must wipe down tables, chairs and counters. Disposables and recyclables must be put in the appropriate containers.
- Security:** Renters must lock all doors and windows before leaving.
- Kitchen:** Refer to posted guidelines regarding kitchen use. Renters must ensure that a responsible attendant is present in the kitchen at all times during activities.
- Parking:** No parking in spots designated for Brighthouse staff.
- Gym:** Brighthouse School will have daytime use of the gym. Requests for gym rental will be treated separately through the District Rentals Clerk.
Non-marking shoes must be worn for gym activities. Regular shoes or black-soled runners are not permitted.
- Misuse:** Misuse of the facility or failure to abide by these terms and conditions may result in cancellation of future rentals

APPENDIX D

SCHOOL DISTRICT NO. 38 (RICHMOND) NEIGHBOURHOOD LEARNING CENTRE RENTAL APPLICATION

APPLICANT INFORMATION:

Date of application: _____ Name of Organization: _____

Contact Name: _____ Position in Organization: _____

Address: _____ Postal Code: _____

Work Phone: _____ Cell Phone: _____ Fax: _____

Email: _____

BOOKING INFORMATION:

Day(s) of the week: Mon. Tue. Wed. Thu. Fri. Sat. Sun.

Type of Booking: one event weekly monthly block

Start Date: _____ End Date: _____

Start Time: _____ End Time: _____ (including setup time)

Type of Event as it relates to Literacy and the Guiding Principles: (Be specific.):

Room(s) Requested: _____

Estimated Attendance: _____ Age of Attendees: preschool youth adult senior

Non-School District equipment being used: _____

*See Rentals Package for list of available School District furniture and equipment.

I have received a copy of the Regulations, and agree to abide by them.

Signature

Submit completed form to Brighthouse Principal or Vice-Principal.

OFFICE USE ONLY:

Confirmation #: _____ Payment: _____ **CNCL-174**

APPENDIX E

CONSULTATIONS

May 12/11 D. Hallwood , Acting General Manager, Maintenance & Operations, SD38
 M. Beausoleil, Assistant Manager, Operations, SD38

Preliminary discussion re: break-even costs, including maintenance, repairs, custodial staff; point of contact for rentals

May 12/11 N. Brennan, Assistant Superintendent, SD38
 M. Dixon, Literacy Outreach Coordinator, Richmond

Discussion re: possible revision of timeline; need for more space for agencies already using Caring Place; literacy (in the broad sense) as a focus; need to rewrite existing use of school facilities policy; need for point of contact to deal with issues, and attend if necessary (other than custodian); need for screening group for rental applications

May 17/11 A. Heeney, Principal, Brighthouse Elementary School, SD38

Discussion re: existing YMCA daycare; growing school population; questions regarding admin involvement, and how that might affect Brighthouse/Sea Island time; need to work together, perhaps share programs and constituents; issue of safe and adequate parking; only "safe" groups should be allowed to rent

May 24/11 E. Thorleifson, Manager of Facilities, SD38

Discussion re: background documents (forwarded to me); completion timeline; garden space; suggested contacting General Gordon School in Vancouver re: visioning session; Clare Avison, Ministry of Education, re: healthy kitchens initiative

May 24/11 Community Literacy Meeting
 M. Dixon, Literacy Outreach Coordinator, Richmond, Chairperson
 VanCity, SUCCESS, Women's Centre, N. Brennan, S. McIntosh

Discussion re: timeline of NLC; challenges in staffing & running a centre which is to be open seven days a week, three hundred and 65 days a year; possible submissions from groups describing their needs

May 31/11 S. McIntosh, Facility Manager, Caring Place, Richmond

Tour of facility; discussion re: daily operation of the building; managing lessees, tenants and their needs; security; safety; rental fees; rules and regulations for renters; forms; payment terms

June 2/11 S. Wallace, Principal, Central Elementary School, SD 33 (Chilliwack)

Discussion re: location, population, needs of Central; existing programs; supported by grants and fundraising; groups include Chilliwack Community Services, Ministry of Children and Families, University of the Fraser Valley

June 2/11 B. George, Community School Coordinator, Blueberry Creek School, Castlegar, SD20 (Kootenay-Columbia)

Discussion re: history of Blueberry Creek School; has Community School designation; importance of Non-Profit Society status; staff includes a Social Services Facilitator; two Early Childhood Educators, and two support staff for Special Needs clients

June 2/11 Rentals Clerk, Richmond City Hall

Discussion re: rental regulations; some weekly, some monthly; majority are short-term; cost recovery; refundable damage deposit; cancellation policy; no political or commercial events; most sites designed for meetings

June 7/11 P. Welbedagt, Executive Director, West Abbotsford Community School Society, SD34 (Abbotsford)

Discussion re: "Literacy Matters" umbrella; Non-Profit Society Status; programs for students after school and holidays; referral to Andrea Senft, Community Developer, SD34 (Abbotsford)

June 7/11 L. Smith, Vancouver Community Schools Coordinator, West 2 Community Schools Team, SD39 (Vancouver)

Discussion re: visioning projects for General Gordon and Queen Mary Schools; Budget constraints slowed further progress; plans now back on, Strathcona included

June 7/11 P. Horstead, Assistant Superintendent, SD36 (Surrey)

Discussion re: community co-coordinators in each of four zones who pursue grants and build relationships; worked with consultant from Portland on Community Schools projects; programs are welcome if they meet the "intended impact" – to help kids in partnership with the community; also used New York Children's Aid Society model to provide extended learning activities for communities; funding from United Way, City of White Rock, City of Surrey, Westin, Canadian Tire, Golf BC and other sports agencies; Royal Bank, coast Capital, Ministry of Culture and Sport; need for people who can write grant applications; received \$600,000 in grants last year; district rental person handles contact; approval of additional space to accommodate NLC at Grandview Heights Elementary, as of 2011-02-11

June 8/11 A. Senft, Community Developer, SD34 (Abbotsford)

Discussion re: centre opening fall 2012; position of "Community Developer"; funded by SD34; did a neighbourhood assessment; application had to state how the group supported the neighbourhood vision; Youth Centre, Health Centre, MCF, ESL, financial literacy, Parks & Rec; attached to Abbey Collegiate; rental costs will just cover maintenance; total of 12,000 sq.m.; Non-Profit Society under SD34 control

June 8/11 A. Cooper, Superintendent of Schools, SD19 (Revelstoke)

Discussion re: high school centre opens Sept./11; elementary site opens Sept./12; keys to preparation; need for Steering Committee; need to present opportunity to community via advertising; all must understand the opportunity; not just expansion into new space; forwarded document (via Skype): Revelstoke Schools Project: Neighbourhoods of Learning Proposal

June 9/11 D. Brow, Director of Instruction, Personnel Services, SD38

Discussion re: appropriate staffing for NLC; possibly Custodian plus Facilities Booking Clerk

June 9/11 N. Brennan, Assistant Superintendent, SD38

Discussion re: possible timeline; changes to current SD38 application form; terms and conditions needed; possible package to be prepared for Open House including guiding principles, timeline, application form, terms & conditions, applicable Board policies, plan of NLC building and gardens, list of suggested uses; dates for report to Senior Staff and presentation to Trustees

June 14/11 D. Hallwood, Acting General Manager, Maintenance & Operations, SD38
M. Beausoleil, Assistant Manager, Operations, SD38
B. Hewson, General Manager, Maintenance & Operations, SD38

Discussion re: costs, including heat, light, painting, roofing, custodial; Facilities Booking Clerk 4 hrs./day too much; rentals can be handled through existing system; proof of liability insurance prior to approval; payment taken in advance, no cash, no credit cards at present

June 14/11 J. Ellis, Community School Coordinator, Slocan SD8 (Kootenay Lake)

Discussion re: \$175,000 Community School funding from SD8; Non-Profit Society with charitable status; took over old maintenance facility, and recently bought it; youth centre, learning centre, day care, multi-media lab, food Bank, summer programs; J. Ellis is funded by the Society; volunteer base of 30 regulars; centre has 5 rooms plus main office; J. applies for grants

June 20/11 N. Brennan Assistant Superintendent, SD38

Discussion re: changes to application form; changes to terms & conditions; staffing possibilities; custodial time; use of gym; list of furniture should be included in info package

June 20/11 E. Thorleifson, Manager of Facilities, SD38

Discussion re: Busby sending a clear schematic; moving the gym doors to accommodate access to the kitchen without going through the gym; phone & PA system; garden plots will be allocated for NLC

June 21/11 M. Dixon, Literacy Outreach Coordinator, Richmond

Discussion re: update on activities to date; brainstorm ideas re: supervision, custodial opportunities; reviewed & revised application form and terms & conditions; sending forms to T. Mendoza at rentals for suggestions; review of open house package as it is developed

June 21/11 T. Mendoza, Rentals Clerk, SD 38

Consultation (via email) re: additions/deletions/suggestions for the revised rentals application form and terms & conditions

June 29/11 S. McIntosh, Facility Manager, Caring Place, Richmond

Discussion re: Non-Profit Society, started before Sandy's employment commenced; file taxes, pay annual fees, hold AGM; audited yearly by Ian J. Bye; volunteer Board max 16 for 9 yr. term, reviewed every three years; reviewed application form and terms & conditions; Caring Place only rents to churches on Sundays

July 5/11 A. Heeney, Principal, Brighthouse Elementary School, SD38
M. Dixon, Literacy Outreach Coordinator, Richmond

Discussion re: Brighthouse Grand Opening, Oct. 19/11; possibilities for staffing of NLC; possibility of Margaret Dixon having office hours; possibility of an increase in Brighthouse admin time to

accommodate Monday to Friday supervision of site; possibilities for custodial time; NLC open house early November; Literacy Committee will help to organize the evening; gym use only outside of school hours; multi-purpose room not available; gym rentals to go through normal channels

July 13/11 N. Brennan, Assistant Superintendent, SD38

Discussion re: policy revisions; participation of Brighthouse administration; control of rental times to prevent time gaps and facilitate supervision; need for cost estimates from maintenance & operations

July 13/11 District Literacy Committee Meeting
M. Dixon, Literacy Outreach Coordinator, Richmond

Discussion re: progress of NLC; possibility of using a volunteer coordinator; issues of supervision and liability; example: Sea Island Community Centre is staffed 20 hrs/wk; renters have code & key; possibilities for publicity for NLC Open House

Aug. 23/11 N. Brennan, Assistant Superintendent, SD 38

Discussion re: revisions to report

Aug. 24/11 M. Pamer, Superintendent, SD 38
N. Brennan, Assistant Superintendent, SD 38

Discussion re: content of report; further revisions; implications for SD 38

Sept. 9/11 N. Brennan, Assistant Superintendent, SD 38
M. De Mello, Secretary Treasurer, SD 38
B. Hewson, General Manager, Maintenance and Operations, SD 38
M. Beausoleil, Assistant Manager, Operations, SD 38

Discussion re: custodial time; supervision of NLC; rental charges to support a cost-recovery position

Sept. 14/11 District Literacy Committee Meeting (and members)
M. Dixon, District Literacy Outreach Coordinator, Richmond
N. Brennan, Assistant Superintendent, SD 38

Discussion re: summary of report; recommendations; options for site supervision and operation

APPENDIX F

BRIGHOUSE Neighbourhood Learning Centre

Operating Cost (excluding staffing) for 350 sq. meters (based on a 5-day week)

	DAILY	WEEKLY	MONTHLY	YEARLY
Custodial	54.00	270.00	1080.00	12960.00
HVAC	19.70	98.50	394.00	4728.00
Roofing	6.00	30.00	120.00	1440.00
Electrical	13.68	68.40	273.60	3283.20
Natural Gas	1.44	7.20	28.80	3456.00
Security Monitor	1.00	5	20	240
TOTALS	95.82	479.10	1916.40	22996.80

Current Room Rates (per hour based on 8 hrs/day @ \$11.97)

	NON-COMMERCIAL	COMMERCIAL
Classroom	19.00	35.00
Multi-Purpose	40.00	92.00
Gym (Elementary)	40.00	92.00

APPENDIX G – Facilities booking Clerk Job Description



SCHOOL DISTRICT NO. 38 (RICHMOND)

JOB DESCRIPTION

Job Title: FACILITIES BOOKING CLERK

Date: November 30, 1999

Former Job Title: Rentals Clerk

STATEMENT OF JOB PURPOSE

This position ensures District facilities that are scheduled for use by various user groups is in accordance with District policies and procedures. The incumbent coordinates facility use by booking gyms, classrooms, and other District facilities used by the schools, District, and the Public. Generates appropriate documents such as rental contracts, invoices, and reports. This position is under the supervision of the Secretary - Treasurer, but work is performed with minimal direction.

MAJOR DUTIES AND RESPONSIBILITIES

(This is not an exhaustive list of the duties to be performed.)

- Coordinates and books school sponsored activities, out of school daycare, board office meetings, seminars, classes and other community use of District Facilities in conjunction with bookings received from the City of Richmond's Leisure Services and according to District policies and procedures.
- Enters information from completed applications for the rental and use of District facilities into a computerized booking system in conjunction with the City of Richmond's Leisure Services and according to District policies and procedures.
- Confirms arrangements, generates rentals contracts, and obtains signatures from user groups for rental agreements. Makes adjustments as necessary and informs schools and user groups of changes to rental schedules. Books alternate facilities for bumped user groups as necessary.
- Invoices user groups and communicates with Accounting Clerk regarding payment for the rental of school facilities. Receives payments from user groups, issues receipts, and forwards money to Accounting Clerk for deposit. Follows up on outstanding invoices and refers delinquent accounts to the Accountant.
- Receives comments and concerns regarding user group conduct, documents incidents and advises Secretary-Treasurer of repeated indiscretions as necessary.
- Responds to inquiries from schools and private groups and provides information regarding the rental of District facilities.
- Maintains familiarity with district facilities, availability of rental spaces and with District policies and joint agreements that relate to the rental of District facilities.
- Generates reports related to the rental of school facilities as required.
- Maintains filing systems for rental agreements.
- Performs other job related and clerical duties of comparable difficulty, importance and responsibility as required.

REQUIRED QUALIFICATIONS *(Knowledge, abilities and skills)*

- Grade 12 including or supplemented by Business Education courses plus one (1) year relevant clerical experience or an equivalent combination of education and experience.
- Working knowledge of computer software applicable to the position.
- Ability to organize workload, work under periodic pressure and complete assignments with minimal supervision.
- Strong interpersonal skills, including the ability to use tact and discretion in resolving problems and in communications with District staff, Administrators and the public.
- Ability to compute with accuracy and speed, in order to cost out invoices.
- Ability to key enter information with accuracy.
- Ability to operate standard office equipment.

Community Use of School Facilities and Neighbourhood Learning Centres

It is the policy of the Board to encourage community use of school facilities, providing such use does not conflict with the regular or extra-curricular programme of the school, or the Continuing Education programme offered through the School District.

In the case of the Brighthouse Neighbourhood Learning Centre, priority for usage will be given to community groups and/or organizations which

- Serve the Richmond community
- Encompass the broad spectrum of literacy
- Are of mutual benefit to both the school and the community at large
- Are non-profit
- Provide an array of services, support and resources for individuals from infants to seniors
- Provide programs that reflect the priorities of the Richmond Community Literacy Plan

Adopted: 05 March 1990

Policy 1004.11-R

Community Use of Neighbourhood Learning Centres

Application

The Neighbourhood Learning Centre (NLC) application form shall be used for the submission of all requests for rental. One copy of the rental form will be returned to the user with a confirmation number. All rental applications will be adjudicated by the NLC Steering Committee, consisting of representatives from: Brighthouse School Administration, District Senior Staff, Board of Education, Richmond Literacy Committee, Facilities, Finance.

Yearly or series rentals must be submitted one month before the first date requested. One-time rentals must be submitted a minimum of seven days prior to date requested.

Liability

Groups using the NLC are responsible for carrying their own accident insurance protection. The School Board carries liability insurance to indemnify itself against its liability as the owner of the building and facility, and the negligence, if its employees in carrying out their employment duties. Thus, the Board will only be liable when negligence on the part of the Board or an employee is proven by the person suffering the injury or damage.

Groups using the NLC are required to take out Public Liability Insurance.

Equipment

Basic equipment for meeting rooms will be provided (chairs, tables, AV, chart stands).

Consumption of Alcoholic Beverages on School Board Property

Specific request to consume alcohol on School Board Property will only be considered for long-term NLC user group activities, and any such request must be submitted in writing to the Principal.

of Schools for approval. Such approvals will be restricted to the consumption of wine and/or beer. A group may be asked to post a \$300 (or greater) cash deposit. A liquor license must be obtained by the group requesting use of the facility. The group must provide evidence that they have obtained a host liquor liability insurance policy for the benefit of the group and the Board.

Time of Use

Weekdays	8:00 a.m. to 9:00 p.m.
Saturdays	8:00 a.m. to 9:00 p.m.
Sundays	8:00 a.m. to 3:00 p.m.

Supervision

Groups are required to ensure that there is appropriate supervision of activities at all times.

Reports

Reports of damage, littering or misconduct resulting from community use of the NLC shall be submitted by the Brighthouse Elementary School administration to the office of the Secretary-Treasurer and the Operations manager. All reports of injury or damage shall be on an Incident Report Form provided by the Schools Protection Program, and in cases of injury, the report shall be sent to the Secretary-Treasurer immediately.

Damage, Loss or Theft

Groups using the NLC facilities shall accept responsibility for the cost of repairing any damage occurring during use and/or of replacing any equipment lost or stolen during such use; and shall pay any resultant costs.

Reservation and Cancellation

A minimum of seven days' notice is required for a reservation and for cancellation.

Rental Charges

The Board shall, from time to time, establish such charges as it considers appropriate for the use of the NLC. The schedule of rental charges shall be available from the Rentals Clerk, the office of the Secretary-Treasurer, and the office of the Operations Manager.

Capacity

Occupancy/seating capacity of each room in the NLC is as per the Fire Marshall's regulations, and is indicated on the reverse of the application form.

Use of Gymnasium

Use of the Samuel Brighthouse school gymnasium is separate from use of the NLC, and must be requested through the School District Rentals Clerk. The gym will only be available outside of school hours. All users shall be advised of the rules and regulations when making arrangements through the Rentals Clerk.

Removal of Litter

Groups using the NLC are requested to ensure that material discarded by any member of the group is disposed of or recycled appropriately before the facility is vacated.

Instructions to School Board Employees

The Board shall establish, from time to time, such instructions as it considers appropriate to School Board employees in charge of School Board facilities, and the Rentals Clerk shall ensure that all employees in charge of usage receive a copy of the regulations approved by the Board.

Forfeiture of Use

In the event of violation of any of the foregoing, the Board reserves the right to cancel the use of the NLC facility and/or its equipment.

SCHOOL DISTRICT NO. 38 (RICHMOND)
NEIGHBOURHOOD LEARNING CENTRE

REGULATIONS

All groups are subject to the following Regulations:

The Neighbourhood Learning Centre, may be used by groups and organizations within the community according to the following guidelines:

- Priority:** Priority will be given to organizations that:
- * Serve the Richmond Community
 - Encompass the broad spectrum of literacy
 - Be of mutual benefit to both Samuel Brighthouse Elementary School, and the community at large (Might schools rent space after user groups? Apply & pay as per regulations?)
 - Are non-profit
 - Provide an array of services, supports and resources for individuals from infants to seniors
 - * Provide programs that reflect the priorities of the Richmond Community Literacy Plan
- Booking:** Complete the NLC application form, and submit to the NLC Steering Committee c/o District Staff, along with proof of Liability Insurance.
A minimum of seven days notice is required when making a reservation.
- Cancelling:** A minimum of seven days notice is required for cancellation. Less than seven days notice will result in a charge to the rental group. The Board reserves the right to revise any reservation with seven days notice.
- Payment:** Payment is required prior to the rental start date.
- Insurance:** Groups are required to provide proof of Public Liability Insurance.
- Smoking:** Smoking is prohibited in or near the premises as per SD 38 Board Policy, and City of Richmond By-Law #6989, part 6-1 Areas of Smoking Prohibition.
- Set-Up & Clean Up:** All set-up and clean-up must be done by the renter. Furniture must be returned to its original room set-up as shown in the diagrams posted in each room. All groups must wipe down tables, chairs and counters. Disposables and recyclables must be put in the appropriate containers.
- Security:** Renters must lock all doors and windows before leaving.
- Kitchen:** Refer to posted guidelines regarding kitchen use. Renters must ensure that a responsible attendant is present in the kitchen at all times during activities.
- Parking:** No parking in spots designated for Brighthouse staff.
- Gym:** Brighthouse School will have daytime use of the gym. Requests for gym rental will be treated separately through the District Rentals Clerk.
Non-marking shoes must be worn for gym activities. Regular shoes or black-soled runners are not permitted.
- Misuse:** Misuse of the facility or failure to abide by these terms and conditions may result in cancellation of future rentals

SCHOOL DISTRICT NO. 38 (RICHMOND)
NEIGHBOURHOOD LEARNING CENTRE
RENTAL APPLICATION

APPLICANT INFORMATION:

Date of application: _____ Name of Organization: _____

Contact Name: _____ Position in Organization: _____

Address: _____ Postal Code: _____

Work Phone: _____ Cell Phone: _____ Fax: _____

Email: _____

BOOKING INFORMATION:

Day(s) of the week: Mon. Tue. Wed. Thu. Fri. Sat. Sun.

Type of Booking: one event weekly monthly block

Start Date: _____ End Date: _____

Start Time: _____ End Time: _____ (including setup time)

Type of Event as it relates to Literacy and the Guiding Principles: (Be specific.):

Room(s) Requested: _____

Estimated Attendance: _____ Age of Attendees: preschool youth adult senior

Non-School District equipment being used:

*See Rentals Package for list of available School District furniture and equipment.

I have received a copy of the Regulations, and agree to abide by them.

Signature

Submit completed form to Brighthouse Elementary School office.

OFFICE USE ONLY:

Confirmation #: _____ Payment: _____ **CNCL-185**

Neighbourhood Learning Centre: 5 available spaces:

Room 2 (office space): 11.4 m daily, weekly, monthly rates
(123 sq ft)

\$45/day
\$215/week
\$850/month

Room 3 (conference room): 19.4 m² 4 hr, daily, weekly, monthly rates
(209 sq ft)

\$30/4 hrs
\$55/daily
\$260/weekly
\$1000/monthly

Room 4 (conference room): 26.4 m² 4 hr, daily, weekly, monthly rates
(284 sq ft)

\$35/4 hrs
\$60/daily
\$280/weekly
\$1080/monthly

Room 5 (flex space with sink): 75 m² 4 hr and daily rates
(807 sq ft)

\$65/4hrs
\$120/daily

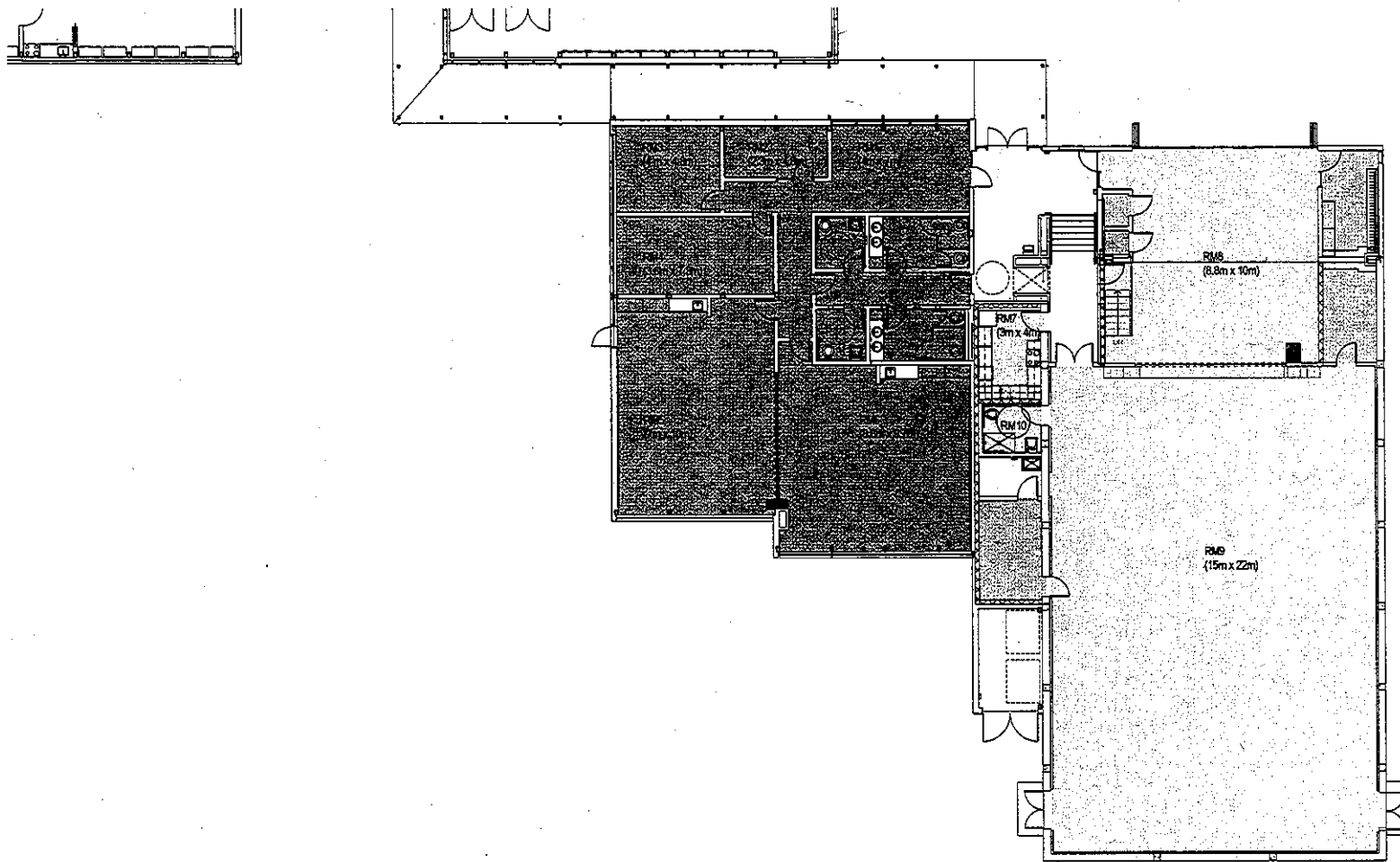
Room 6 (flex space with sink): 84 m² 4 hr and daily rates
(904 sq ft)

\$70/4hrs
\$130/daily

Room 5 and 6 combined: 159m² 4 hr and daily rates
(1711 sq ft)

\$120/4 hrs
\$230/daily

For more information, contact Margaret Dixon at: margaretjdixon@gmail.com



- RM1 - RECEPTION - 29.2 m2
- RM2 - NURSE - 11.4 m2
- RM3 - OFFICE - 19.4 m2
- RM4 - OFFICE - 26.4m2
- RM5 - FLEX SPACE - 75 m2
- RM6 - FLEXSPACE - 84 m2
- RM7 - KITCHENETTE - 12 m2
- RM8 - STAGE/MRP - 90 m2
- RM9 - GYMNASIUM - 338 m2
- RM10 - WC/SHOWER - 6m2

- Gym
- Multipurpose
- Neighbourhoods of Learning
- Storage - Gym

CNCL-187
USBY
PERKINS
+ WILL



Samuel Brighthouse Elementary School - 6800 Azure Road, Richmond, BC
School District No. 38 (Richmond)



GROUND FLOOR
PLAN - NLC

RICHMOND COMMUNITY LITERACY PLAN 2009/2010 AND BEYOND

1. Connect with recent immigrants to provide information on literacy initiatives and service in the community.
2. Increase access to literacy initiatives and services for 'hard to reach' populations.
3. Increase the literacy skills of entry-level workers in Richmond and increase the capacity of workplaces to provide literacy resources and opportunities.
4. Coordinate and streamline Richmond literacy activities and resources.
5. Promote the importance of literacy and lifelong learning to all residents in Richmond.
6. Capitalize on the strong family structure in Richmond to promote literacy in the community.
7. Increase the health literacy of Richmond residents.
8. Work together in a collaborative fashion with organizations in Richmond to increase literacy.
9. Encourage all non-English speakers in having an understanding of the importance of literacy in their first language.
10. Carry out research to ensure that the best literacy programs are offered and the needs of the community are fulfilled.

Projected Timeline For Occupancy

- Open House November 16, 2011 2:00 to 4:00 pm
- Applications (and information package) available at Open House
- Applications submitted by December 9, 2011
- Decisions made by the Steering Committee by January 13, 2012
- Notifications to successful renters by January 27, 2012
- Rentals to begin Mar. 1

CNCL-188

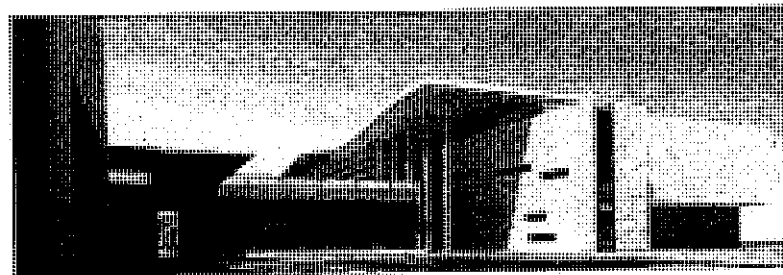


NEIGHBOURHOOD LEARNING CENTRE GUIDING PRINCIPLES

Over a period of several months, a sub-Task Force of the larger Literacy Richmond Committee collected and collated the data obtained from the larger group meetings, and wrote the following guiding principles, as outlined in the March 7, 2011 Report to the Board of Education (Richmond) by N. Brennan, Assistant Superintendent.

The Neighbourhood Learning Centre will house programs and services that:

- Are of mutual benefit to both Samuel Brighthouse Elementary School and the community at large
- Serve the Richmond Community
- Provide an array of services, supports and resources for individuals from infants to seniors
- Can operate independently within the facility
- Can function in a multi-use space
- Are not-for-profit organizations
- Encompass the broad spectrum of literacy
- Meet the priorities reflected in the Richmond Community Literacy Plan





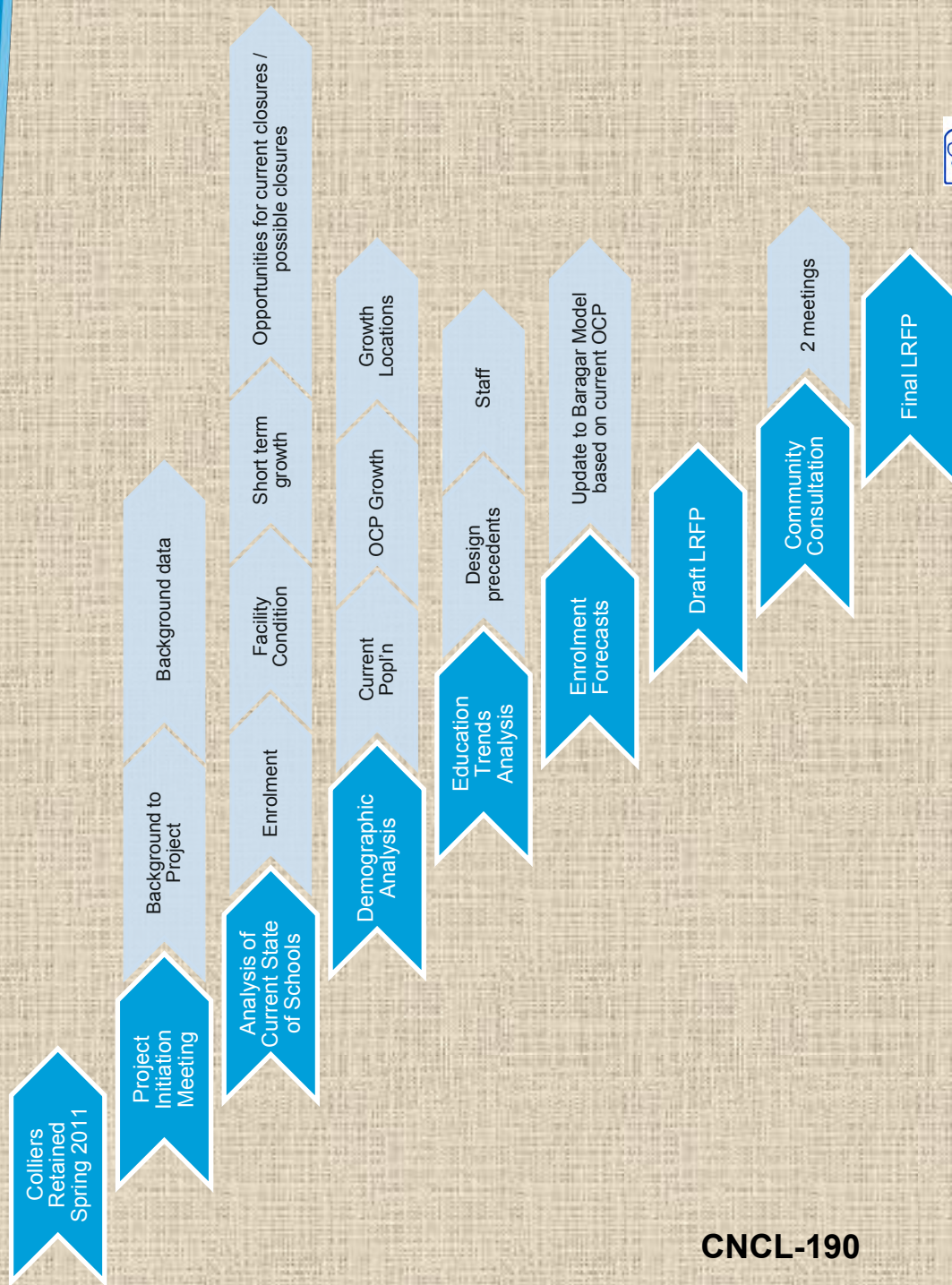
Richmond School District 38 LRFP Interim Report

November 21st, 2011

CNCL-189

Accelerating success.

Work Plan (ToR)

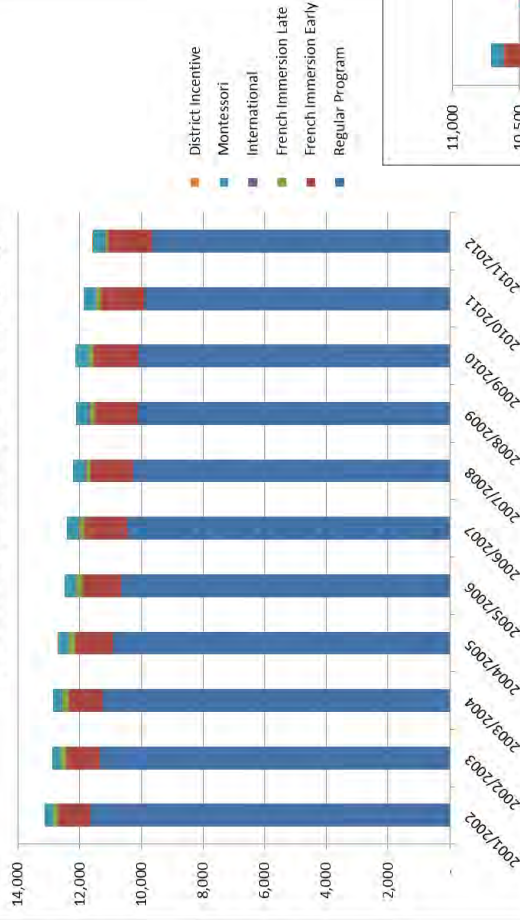


CNCL-190



Global Enrolment (historical)

Elementary Schools Enrolment by Type



Graph -1- Elementary School Enrolment by Program 2001 to 2011

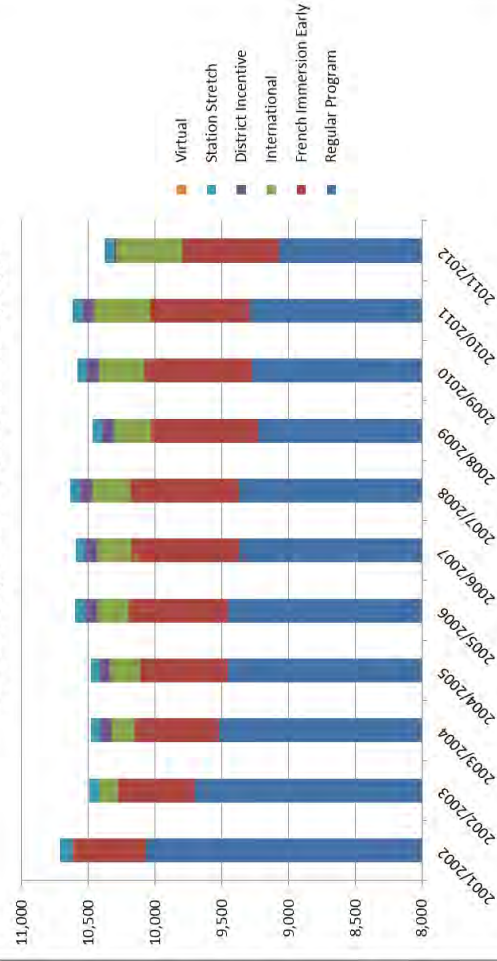
Secondary enrolment decrease 674
Between 2001 and 2011

2010 Total: 10,596
2011 Total: 10,337
(219)

Elementary enrolment decrease 1,272
between 2001 and 2011

2010 Total: 11,883
2011 Total: 11,590
(293)

Secondary Schools Enrolment by Type



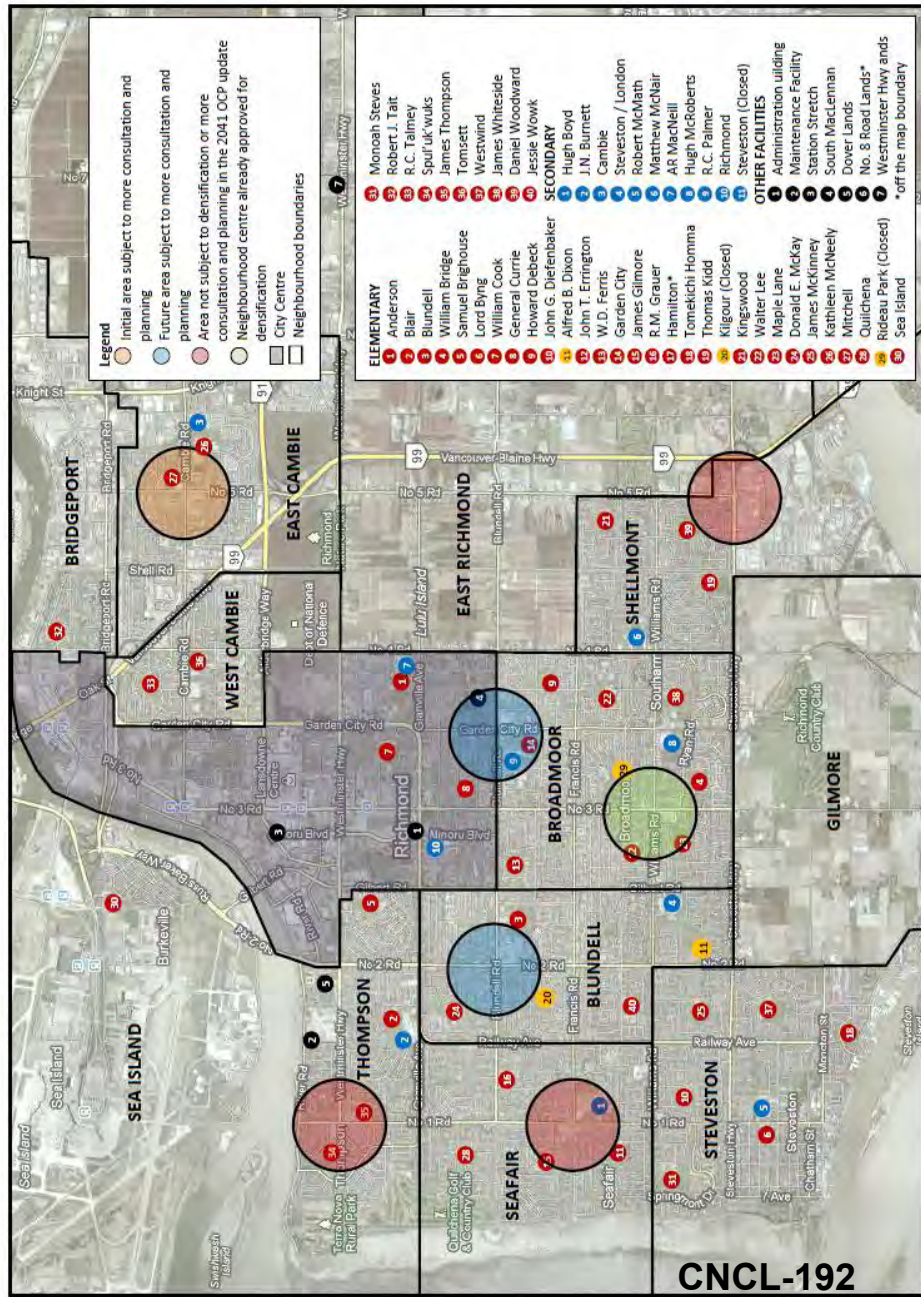
Graph -2- Secondary School Enrolment by Program 2001 to 2011



City Centre Plan

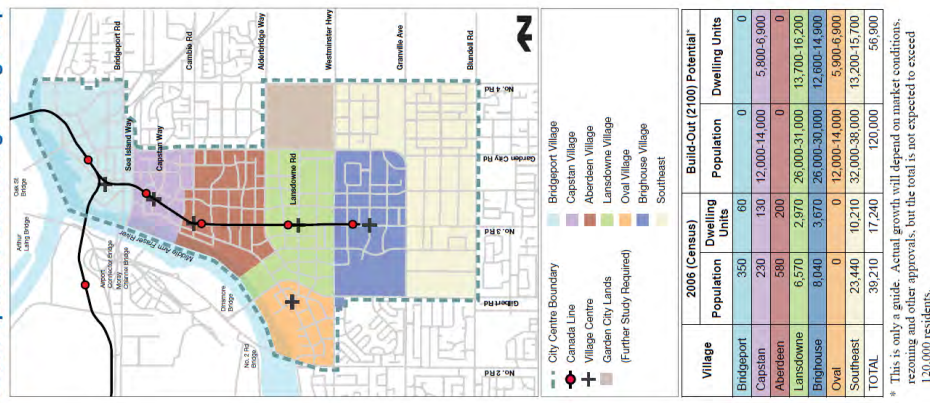


☑ OCP Targeted Future Growth



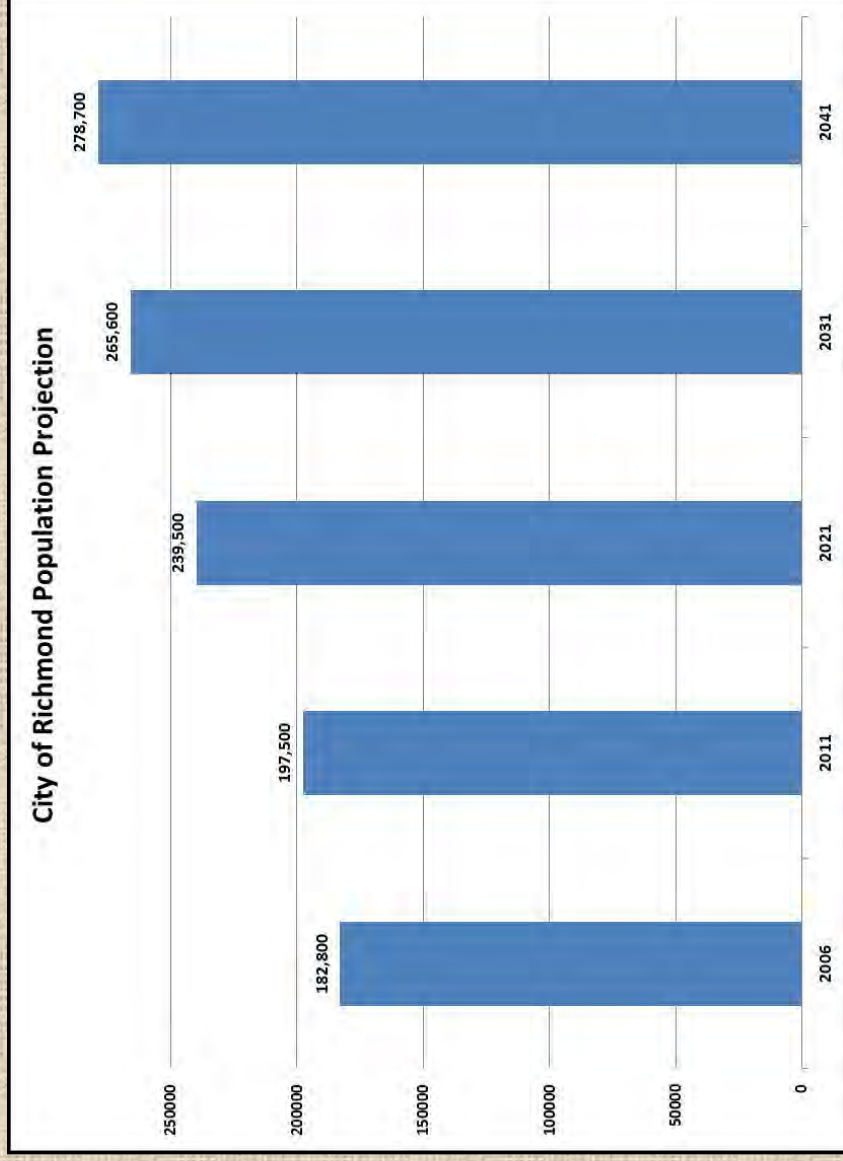
CNCL-192

2100 Population & Dwellings Village Map



Population Projection

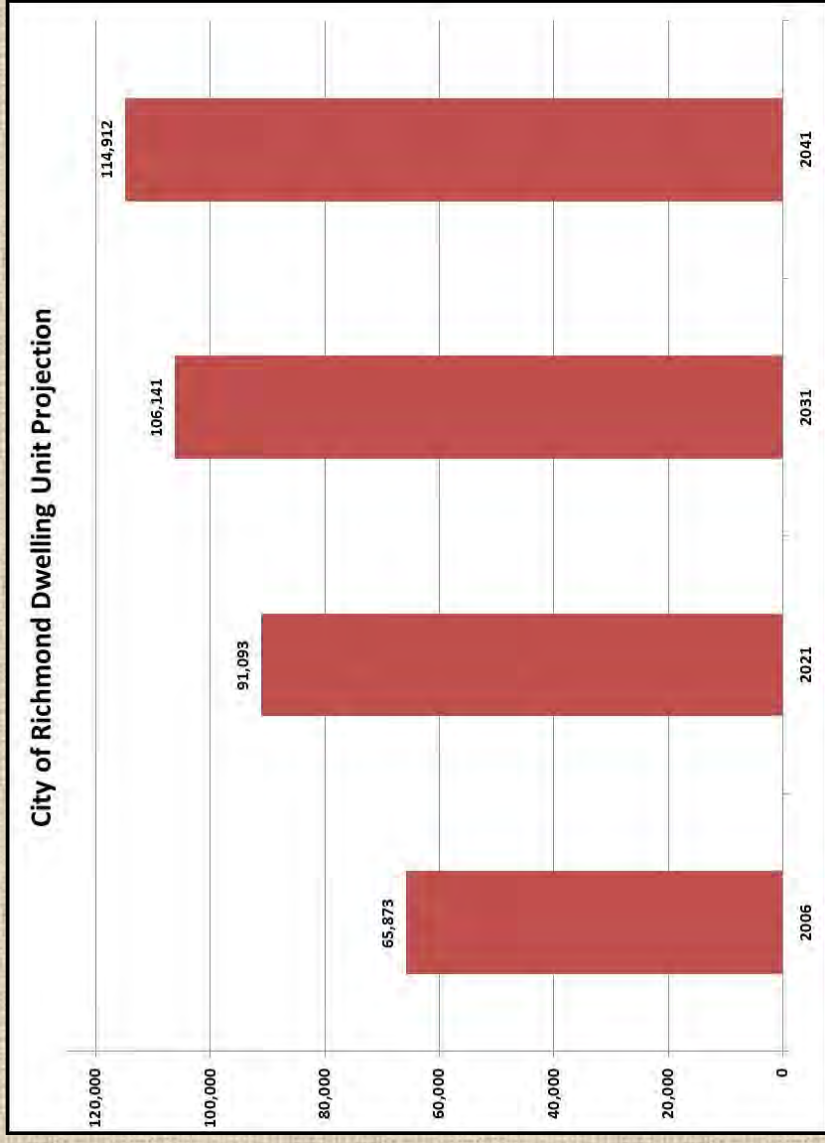
- Richmond is expected to add *42,000* people between 2011 and 2021.
- The city's population will be approximately *280,000* in 2041.



CNCL-193

Dwelling Unit Projection

- The city will add almost 50,000 new dwelling units between 2006 and 2041.
- Over 25,000 of these new units will be built by 2021.
- The majority of these will be in CC.



High Rise Induced Demand

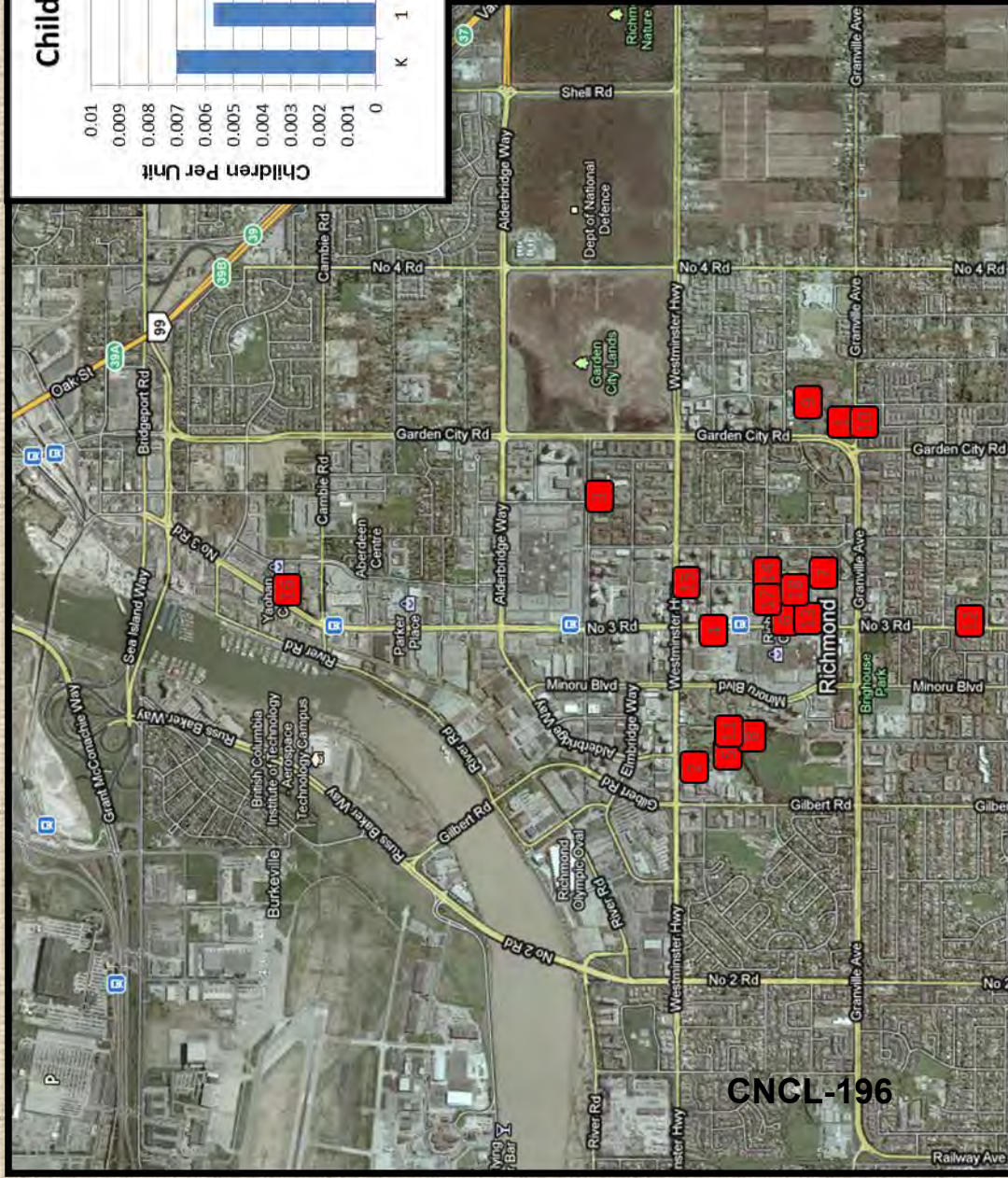
- The Urban Institute predicts the City Centre population will increase by almost 54,000 people between 2009 and 2041.

- The number of children under the age of 15 will grow by 7,075, or an increase of 118%
- The City Centre will account for 61% of the city's total population growth and 87% of under 15 population growth.

CNCL-195

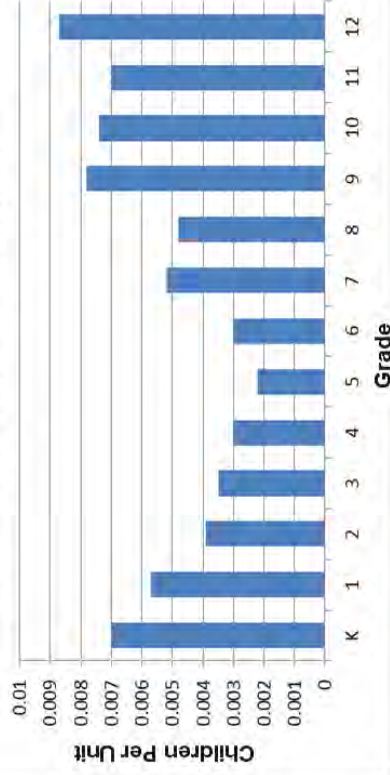


High Rise Induced Demand



CNCL-196

Children in High Rise Units By Grade



- For every 12,000 new high rise units a 400-capacity elementary school is required.
- For every 33,700 units a 1200-capacity secondary school is required.



Elementary Enrolment projections to 2040

Status	Elementary	2011	2015	2020	2025	2030	2035	2040	Capacity	Capacity Relative to 2025
	Anderson	539	700	832	904	985	1,029	1,050	680	224
	Blair	220	215	304	364	322	264	198	240	124
	Blundell	206	231	228	200	189	169	143	265	-65
	Bridge	328	312	399	422	423	417	408	380	42
	Brighthouse	371	490	675	812	976	1,091	1,175	505	307
	Byng	334	352	397	416	431	425	405	455	-39
	Cook	509	578	729	813	889	921	925	520	293
	Currie	489	507	554	609	633	626	600	555	54
	De Beck	289	312	329	343	345	330	305	440	-97
	Diefenbaker	247	243	240	242	230	206	177	505	-263
	Dixon	378	430	447	451	441	425	407	430	21
	Errington	208	197	179	184	176	159	137	415	-231
	Ferris	509	468	489	516	523	503	468	705	-189
	Garden City	227	207	229	248	262	263	256	340	-92
	Gilmore	392	354	357	364	358	342	320	530	-166
	Grauer	228	218	251	302	331	344	347	455	-153
	Hamilton	414	420	454	482	483	459	422	480	2
	Gamma	537	605	680	706	703	700	700	580	126

Note: Red indicates projected enrolment that exceeds capacity.

Green indicates no apparent capacity issues identified.

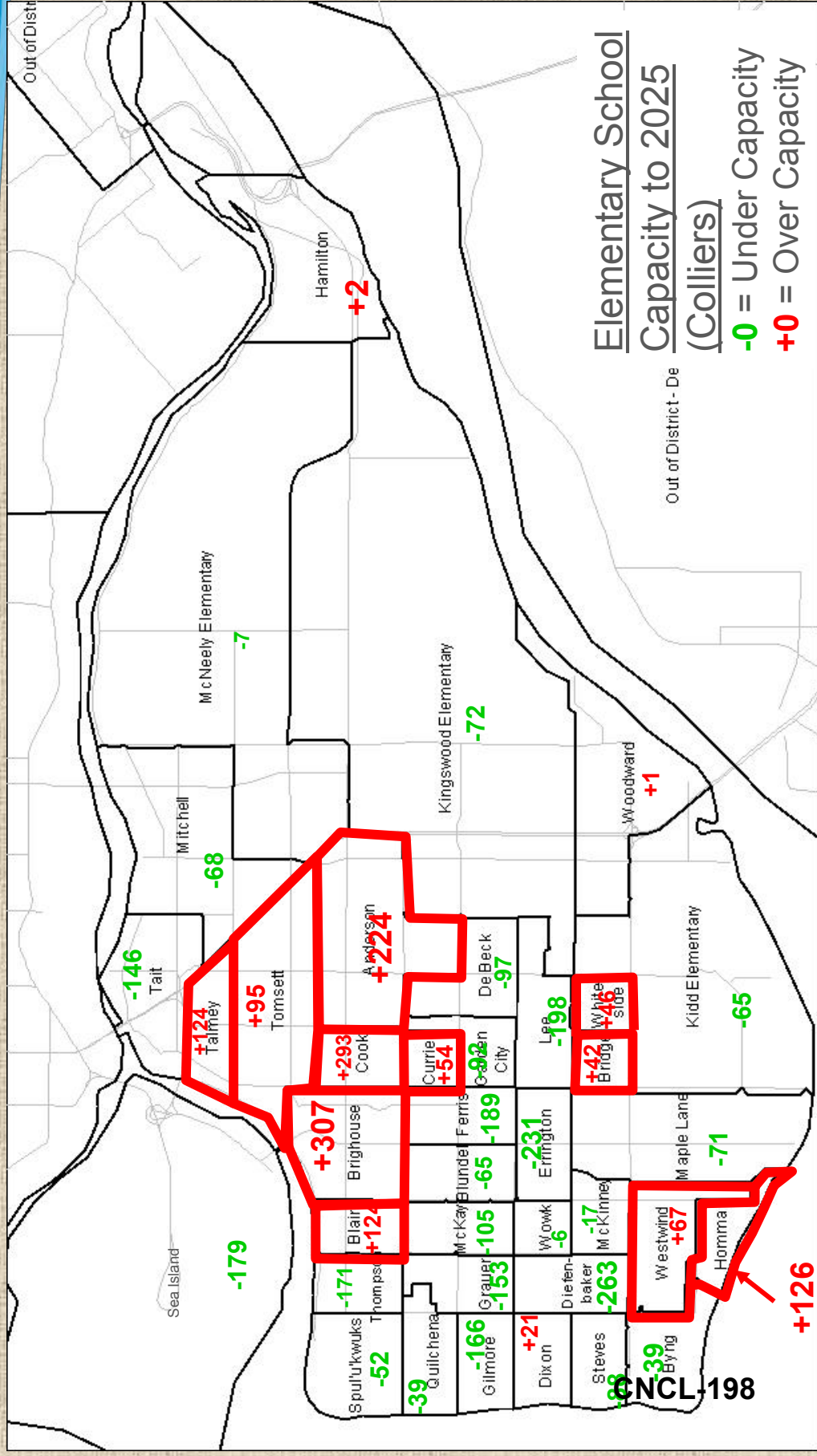
Orange indicates potential capacity issues mid term.

Red indicates capacity issues identified in the short/mid term.

Status	Elementary	2011	2015	2020	2025	2030	2035	2040	Capacity	Capacity Relative to 2025
	Kidd	233	219	230	230	234	227	212	295	-65
	Kingswood	252	235	217	243	235	216	190	315	-72
	Lee	279	292	320	332	339	330	310	530	-198
	Maple Lane	182	174	179	194	191	179	161	265	-71
	McKay	158	173	167	185	183	172	156	290	-105
	McKinney	317	381	403	398	388	360	320	415	-17
	McNeely	374	409	488	523	586	620	635	530	-7
	Mitchell	400	426	429	437	424	396	359	505	-68
	Quilchena	161	175	176	176	170	155	136	215	-39
	Sea Island	40	35	36	36	35	33	29	215	-179
	Spul'u kwuk	441	446	398	403	366	312	247	455	-52
	Steves	293	287	310	342	352	345	327	430	-88
	Tait	295	294	298	284	277	257	229	430	-146
	Talmey	195	298	408	479	556	604	636	355	124
	Thompson	215	210	209	234	237	228	212	405	-171
	Tomsett	233	312	382	425	474	503	516	330	95
	Westwind	477	516	549	572	582	563	527	505	67
	Whiteside	434	374	380	401	410	410	403	355	46
	Woodward	181	224	279	291	294	281	261	290	1
	Wowk	230	207	201	209	205	190	170	215	-6



Elementary Enrolment projections to 2025



Secondary Enrolment projections to 2040

Status	Secondary	2011	2015	2020	2025	2030	2035	2040	Capacity	Capacity Relative to 2025
	Burnett	1,205	1,013	1,110	1,128	1,115	1,057	973	1,200	-72
	Cambie	838	692	710	778	785	759	715	1,050	-272
	Hugh Boyd	849	840	853	876	853	796	719	900	-24
	MacNeill	972	971	1,192	1,521	1,561	1,539	1,482	1,200	321
	McMath	1,259	1,315	1,322	1,491	1,485	1,437	1,365	1,300	191
	McNair	950	957	958	943	923	862	779	1,200	-257
	McRoberts	1,108	924	861	967	967	945	909	950	17
	Palmer	737	639	617	664	659	629	583	1,000	-336
	Richmond	1,342	1,494	1,745	2,107	2,161	2,125	2,034	1,200	907
	Steveston-London	1,216	1,161	1,158	1,163	1,132	1,054	950	1,375	-212

Note: Red font indicates projected enrolment that exceeds capacity.

No apparent capacity issues identified.

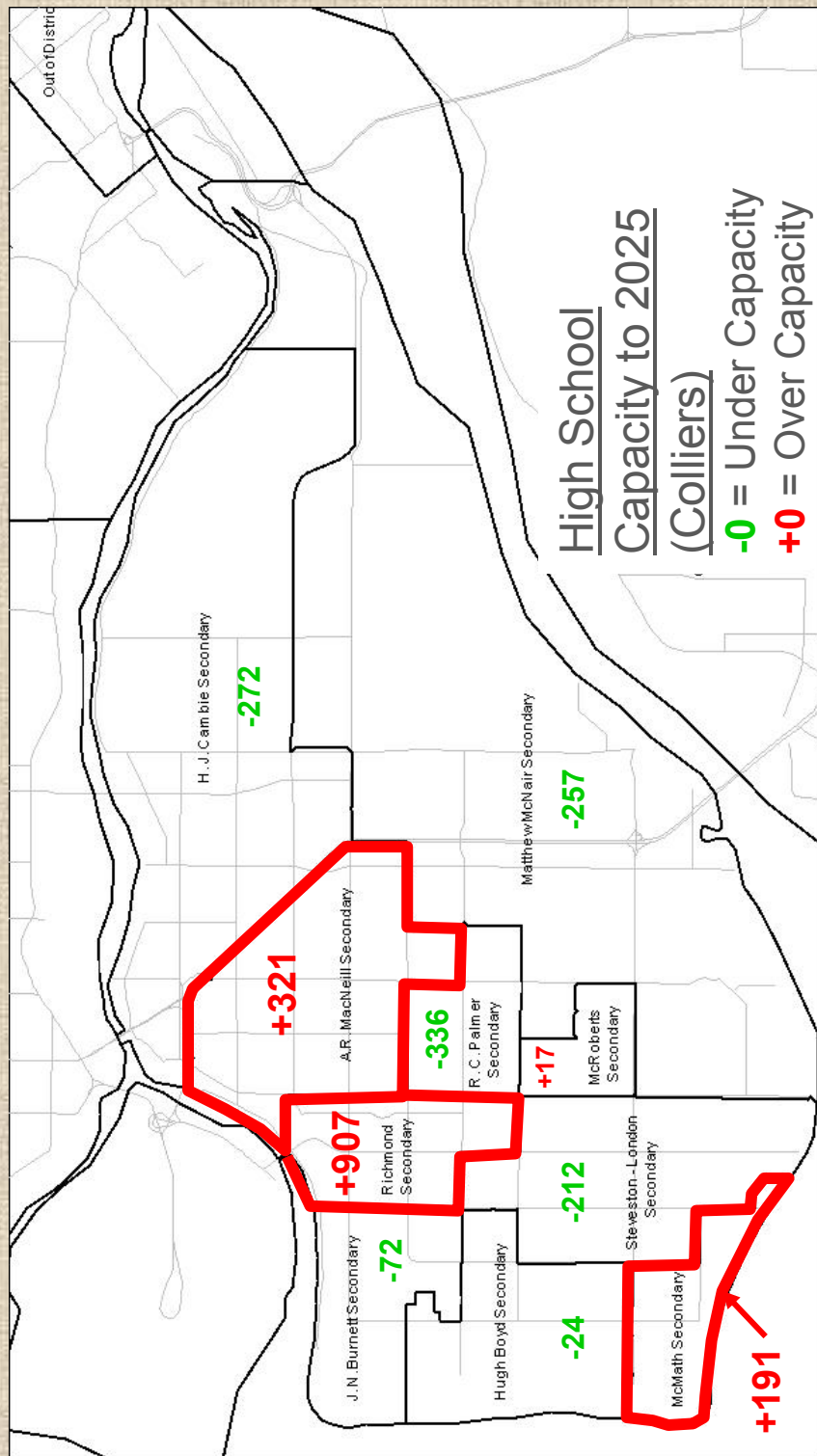
Potential capacity issues mid term.

Capacity issues identified in the short/mid term.

CNCL-199



Secondary Enrolment projections to 2025



CNCL-200



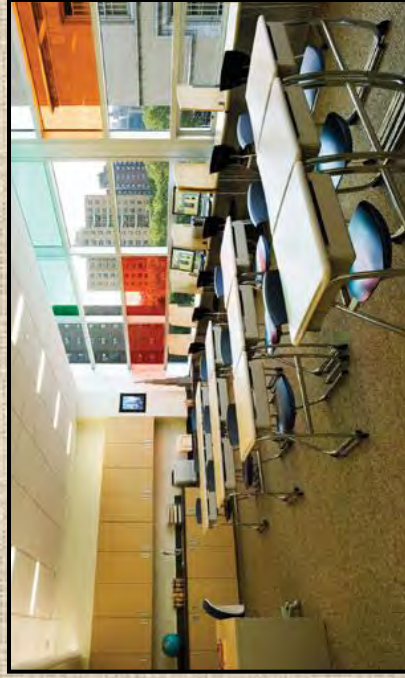
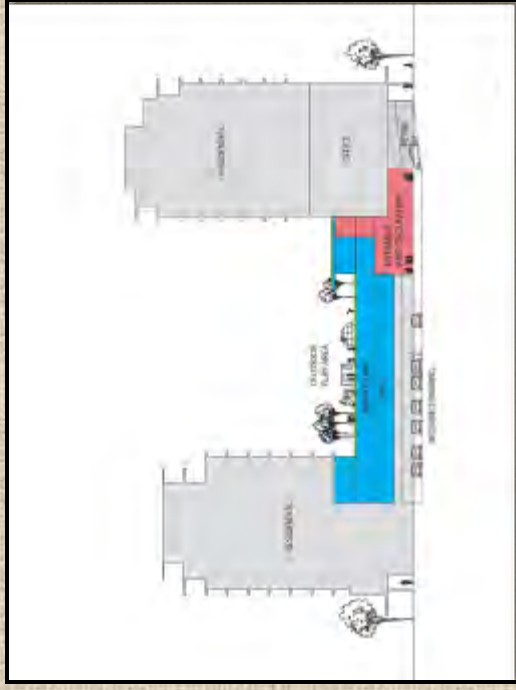
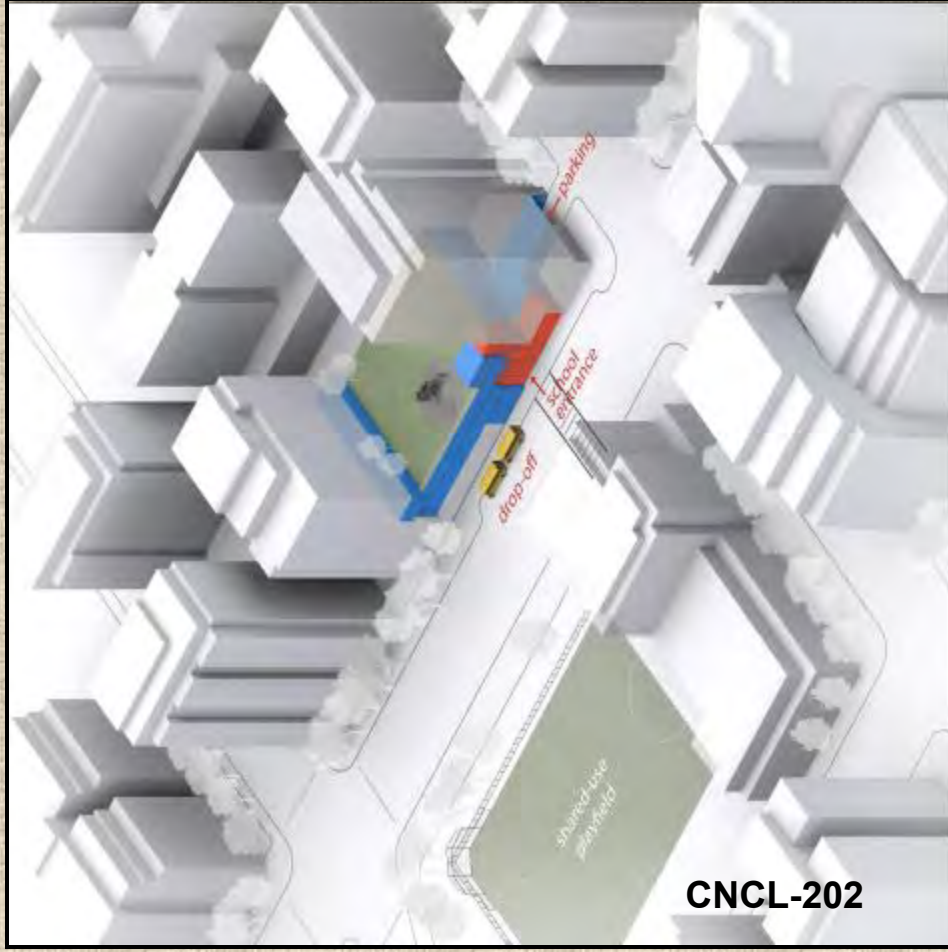
Building Conditions

- ☑ In 2010 all Elementary and Secondary Schools were reviewed by VFA to evaluate building systems and overall conditions;
- ☑ The schools were evaluated based on warranted renovation/upgrade cost compared to new construction cost;
- ☑ Approximately 8 Elementary Schools have a higher renovation to build new index which means of the 38 Elementary Schools, these 8 should be considered further prior to additional monies being spent on renovations;
- ☑ The 8 Schools perhaps warrant greater renovation/upgrade relative to the others but compared to other SD's in the Province these schools would be considered to be in pretty good shape; and
- ☑ The Building Conditions Reports should be considered by SD38 as part of the LRFP and future capital budget requests.

CNCL-201

City Centre Design Options

✓ Emerging Design Trends / Prototypes



Next Steps

- Set dates for Public Consultation
- Open Houses in early 2012
- Finalize LRFP
- SD38 move forward to plan for new schools in City Centre and schools under capacity pressure
- SD38 move forward to plan for disposition of currently closed schools

CNCL-203

Status	Secondary	Comments
	MacNeill	Monitor / Mid term growth
	McMath	Monitor / Mid term growth
	McRoberts	Monitor/ short term growth then static
	Richmond	Significant Growth/new School in CC
Status	Elementary	Comments
	Anderson	Significant Growth/Renovation / New CC School
	Blair	Monitor/2018 expansion
	Bridge	Monitor/2021 expansion
	Brighthouse	Significant Growth/Renovation / New CC School
	Cook	Significant Growth/Renovation / New CC School
	Currie	Monitor/2025 expansion
	Homma	Significant Growth/Renovation / New CC School
	McNeely	Monitor/long term growth
	Sea Island	Monitor/Consider Closure
	Talmey	Monitor/2021 expansion
	Tomsett	Monitor/2018 expansion
	Westwind	Monitor/2018 expansion
	Whiteside	Monitor/Moderate growth short term
Status	Other Sites	Comments
	Administration	Monitor - No Action
	Works Yard*	Monitor City Works Yard/Plan for Relocated Facility
	No 8 Rd. Lands*	Hold - No action
	Westminister Hwy Lands	Hold - No action
	South McLennan Lands	Hold - No action
	Dover Lands	Part of Strategic City Centre School plan
	Kilgour	Remain Closed - Consider Disposition
	Rideau	Remain Closed - Consider Disposition in light of activities
	Steveston High	Remain Closed - Consider Disposition
* Strategic decision involving asset requirements/functions.		
Note: Red font indicates projected enrolment that exceeds capacity.		
		No apparent capacity issues identified.
		Potential capacity issues mid term.
		Capacity issues identified in the short/mid term.



Thank You

CNCL-204



School District 38 (Richmond)



**Vehicle For Hire Regulation Bylaw No. 6900
Amendment Bylaw No. 8801**

The Council of the City of Richmond enacts as follows:

1. The Vehicle For Hire Regulation Bylaw No. 6900, as amended, is further amended at PART SIX by adding the following at the end of Section 6.3.7:

A towing permit issued under this subsection will be valid for a maximum period of 2 years from the date of issuance.

2. The Vehicle For Hire Regulation Bylaw No. 6900, as amended, is further amended at PART SIX by deleting Section 6.3.10(b) in its entirety and substituting the following:

6.3.10 (b)(i) release a vehicle immediately if it becomes occupied after it has been **attached** to a tow truck, but before it has been removed from a private **parking lot or no parking area**, in which case storage and towing fees, costs and charges may be charged in the amounts set out in the *Motor Vehicle Act* Regulation 262/2010 – Lien on Impounded Motor Vehicle Regulation; and

(ii) provide the driver with a full written accounting on company stationery of all fees, charges and taxes paid.

3. The Vehicle For Hire Regulation Bylaw No. 6900, as amended, is further amended at PART SIX by deleting Section 6.5.1(d) and 6.5.1(e) in their entirety and substituting the following:

6.5.1 (d) release an impounded vehicle to the driver within 20 minutes of receiving full payment due under subsection 6.6.1, subject to any 'hold order' issued by the **Police Chief**;

(e) provide the driver with a full written accounting on company stationery of all fees, charges and taxes paid; and

(f) remove the original copy of the Tow-away Notice from the towed vehicle and retain it for a period of 90 days for inspection, upon request, by the **Licence Inspector**.

4. The Vehicle For Hire Regulation Bylaw No. 6900, as amended, is further amended at PART SIX by deleting Section 6.6 in its entirety and substituting the following:

6.6 Towing of Vehicles – Rates

- 6.6.1 The maximum rates for towing, impounding and storing vehicles are those set out in the *Motor Vehicle Act* Regulation 262/2010 – Lien on Impounded Motor Vehicle Regulation.
- 6.6.2 A tow truck **licencee** or **operator** must not charge a vehicle owner any fee for the services of any agent of the owner of the property from which the vehicle was towed, or any other fees or charges other than those set out in the *Motor Vehicle Act* Regulation 262/2010 – Lien on Impounded Motor Vehicle Regulation.
5. The Vehicle For Hire Regulation Bylaw No. 6900, as amended, is further amended at PART SIX by deleting Section 6.8 in its entirety and substituting the following:

6.8 Towing of Vehicles – Violations and Penalties

- 6.8.1 (a) A violation of any of the provisions identified in PART SIX of this bylaw shall result in liability for penalties and late payment amounts established in Schedule A of the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122*; and
- (b) A violation of any of the provisions identified in PART SIX of this bylaw shall be subject to the procedures, restrictions, limits, obligations and rights established in the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122* in accordance with the *Local Government Bylaw Notice Enforcement Act, SBC 2003, c. 60*.
6. This Bylaw is cited as “**Vehicle For Hire Regulation Bylaw No. 6900, Amendment Bylaw No. 8801**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

DEC 19 2011

DEC 19 2011

DEC 19 2011



MAYOR

CORPORATE OFFICER

CNCL-206



**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122,
Amendment Bylaw No. 8802**

The Council of the City of Richmond enacts as follows:

1. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended at Part One – Application by adding the following after section 1.1(i):

 “(j) Vehicle For Hire Regulation Bylaw No. 6900, as amended,”
2. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended by adding to the end of the table in Schedule A of Bylaw No. 8122 the content of the table in Schedule A attached to and forming part of this bylaw.
3. This Bylaw is cited as “**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 8802**”.

FIRST READING

DEC 19 2011

SECOND READING

DEC 19 2011

THIRD READING

DEC 19 2011

ADOPTED

MAYOR

CORPORATE OFFICER



SCHEDULE A to BYLAW NO. 8802**SCHEDULE A to BYLAW NO. 8122****Designated Bylaw Contraventions and Corresponding Penalties**

A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
Vehicle For Hire Regulation Bylaw No. 6900 (1998)	Towing from parking lot without proper authorization	6.3.1	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Towing from no parking area without proper authorization	6.3.2	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Failure to erect or maintain prescribed towing company signs	6.3.4	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Failure to erect or maintain prescribed tow-away warning signs	6.3.5	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Failure to obtain a valid towing permit for a private parking lot	6.3.7	No	\$ 300.00	\$ 275.00	\$ 325.00	n/a
	Failure to complete Part B of the tow-away notice	6.3.10	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Failure to retain Tow-away Notice for period of 90 days	6.3.10(a)(ii)	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a

CNCL-208

A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
	Failure to provide a full written accounting of fees, charges and taxes	6.3.10(b)(ii)	No	\$ 300.00	\$ 275.00	\$ 325.00	n/a



City of Richmond

Bylaw 8699

Richmond Zoning Bylaw 8500 Amendment Bylaw 8699 (RZ 10-521539) 7900 BENNETT ROAD

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 **INFILL RESIDENTIAL (RI2)**.

P.I.D. 004-296-575

Lot 32 Section 17 Block 4 North Range 6 West New Westminster District Plan 14504

2. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 8699**".

FIRST READING

FEB 14 2011

A PUBLIC HEARING WAS HELD ON

MAR 21 2011

SECOND READING

MAR 21 2011

THIRD READING

MAR 21 2011

OTHER REQUIREMENTS SATISFIED

JAN 12 2012

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor



CNCL-211



City of Richmond

891

7911
20.42

7931
20.42

BENNETT RD

20.42
7880

20.42
7900

10.21

10.21

7920

7926

7922

7928

40.42

20.42

20.42

12.00

12.00

**PROPOSED
REZONING**

BENNETT RD

ACHESON RD

MINORU BLVD

NO. 3 RD

CNCL-212



RZ 10-521539

Original Date: 03/29/10

Revision Date:

Note: Dimensions are in METRES



Development Permit Panel

Wednesday, January 11, 2012

Time: 3:30 p.m.
Place: Council Chambers
Richmond City Hall
Present: Joe Erceg, Chair
Robert Gonzalez, General Manager, Engineering and Public Works
Dave Semple, General Manager, Parks and Recreation

The meeting was called to order at 3:30 p.m.

1. Minutes

It was moved and seconded

That the minutes of the meeting of the Development Permit Panel held on Wednesday, December 14, 2011, be adopted.

CARRIED

2. Development Permit 10-545704

(File Ref. No.: DP 10-545704) (REDMS No. 3420906)

APPLICANT: Chen Design Studio

PROPERTY LOCATION: 7900 Bennett Road

INTENT OF PERMIT:

1. Permit the construction of two (2) back-to-back duplexes at 7900 Bennett Road on a site zoned "Infill Residential (RI2)"; and
2. Vary the provisions of the Richmond Zoning Bylaw No. 8500 to permit a 0.5 m building projection beyond the vertical height envelope.

Applicant's Comments

Xi Chen, Designer, Chen Design Studio, advised that since the July 27, 2011 meeting of the Development Permit Panel, during which the Panel reviewed the proposed two back-to-back duplexes at 7900 Bennett Road, the following revisions to the development had been made:

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Development Permit Panel
Wednesday, January 11, 2012

- the garages have been: (i) detached from the principal building to create more amenity space; and (ii) shifted to improve access;
- a lattice fence had been developed to make the amenity space more open and more useable by residents; and
- revisions have been made to the landscaping scheme by making more planting area available.

In response to the Chair's question, the applicant confirmed that the garages are now detached, not attached to residential units, so that each residential unit now had a rear yard space.

Staff Comments

Brian J. Jackson, Director of Development, stated that when the project was first presented to the Panel, rear residential units had no private amenity space, but that the applicant has addressed this issue, and now each rear unit includes a private amenity space. In addition, there is a small communal space, featuring a sandbox play element, to be shared by four units. Also, permeable paving for the outdoor access driveways enhances the appearance of the development.

In response to the Chair's query regarding vehicles turning in the lane, Mr. Jackson confirmed that the turning template is large enough for drivers to make turns.

Correspondence

Rob Bodnar and Norma Miller, 215 Creekside Drive, Salt Spring Island (Schedule 1)

Mr. Jackson advised that the correspondents were in favour of the proposed development, and expressed their desire that the City upgrade sidewalks on Bennett Road.

Gallery Comments

None.

Panel Discussion

The Panel expressed appreciation to the applicant for the changes made to the design scheme.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would:

1. *Permit the construction of two (2) back-to-back duplexes at 7900 Bennett Road on a site zoned "Infill Residential (RI2)"; and*

2. *Vary the provisions of the Richmond Zoning Bylaw No. 8500 to permit a 0.5 m building projection beyond the vertical height envelope.*

CARRIED

3. Development Permit DP 10-538908

(File Ref. No.: DP 10-538908) (REDMS No. 3435263)

APPLICANT: Doug Massie, Architect of Chercover Massie & Associates Ltd.

PROPERTY LOCATION: 8851 Heather Street

INTENT OF PERMIT:

1. Permit the construction of a two-storey building for a licensed child care facility for approximately 60 children at 8851 Heather Street on a site zoned Assembly (ASY); and
2. Vary the provisions of Richmond Zoning Bylaw 8500 to:
 - a) Reduce the minimum interior side yard from 7.5 m to 1.2 m;
 - b) Reduce the minimum public road parking setback from 3 m to 1.5 m; and
 - c) Permit 54% small car parking spaces on a site with less than 31 parking spaces (8 small car parking spaces of total 15 spaces).

Applicant's Comments

Doug Massie, Architect, Chercover Massie & Associates Architecture and Engineering, spoke on behalf of the owner, and advised that he wished to address points raised in letters from neighbours regarding the proposed two-storey building for a licensed child care facility for approximately 60 children, at 8851 Heather Street. Mr. Massie stated that:

- traffic, the lack of sidewalks and the ditch on Heather Street are items beyond the responsibility of the applicant, who has no way of responding to these matters;
- Chercover Massie & Associates has designed other daycare centres and none of them create traffic issues in their neighbourhoods;
- as a typical Richmond street, Heather Street can handle many more cars than it does at present;
- the applicant has submitted evidence to City planning staff that shows that the volume of cars created by the proposed child care facility has minimal impact on the traffic on Heather Street;
- the number of parking stalls proposed for the site is dictated by the City's zoning bylaw, and is designed to the standards of the bylaw, with the exception of the number of small car stalls, which is the reason behind the request for the variance;
- the proposed building has been designed to meet the B.C. Government standards for child care facilities;

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Development Permit Panel
Wednesday, January 11, 2012

- Community Care Facilities Licensing (CCFL), enforced by Vancouver Coastal Health, provides criteria for the design of child care centres, and the proposed design has been reviewed by the local CCFL office, and meets their criteria;
- the applicant did not create the floor areas, facilities, amenities and play areas criteria, but has, instead, met the criteria in order to obtain a license to provide child care in the proposed building;
- the City's Advisory Design Panel, as well as planning staff, reviewed, and supports, the design and size of the proposed building;
- the proposed child care operation is a business operation, with no subsidy or funding available from government, and, due to the demand for the service and the demand for quality care, suitable experienced staff must be engaged for the facility;
- operators of child care facilities do not get rich by providing this necessary service;
- regarding the exterior lighting for the proposed building, the light fixtures will be down lights, which will not have any light projecting past the property lines at 8851 Heather Street;
- regarding the issue of fire hazard, raised by a neighbour, no fire hazard is posed by this project; a fire sprinkler system and a fire alarm system will provide more fire protection to the proposed building than a typical residential home, and the proposed building is designed to meet the current B.C. Building Code, which requires adequate exit facilities;
- the building code's requirement to have fewer openings on side walls, adjacent to neighbouring houses, has been met in the design;
- there are no activities in a child care facility that will create a fire hazard, as only light meals are prepared on site, and children bring their own lunches from home;
- regarding the issue of the south side deck, raised by a neighbour, the purpose of the proposed deck is to provide an open area for quiet circle-type play, outdoor story reading, and instruction;
- the applicant's intention is that all active play will happen in the play area located to the rear of the building, or in Dolphin Park across the street;
- the deck features a five foot high guard rail that meets the height mandated by CCFL;
- the guard rail is a metal grill work, backed by frosted safety glass, to prevent overlook from the deck onto the neighbour's property; the glass guard will be heavier than a wood fence, and the weight of the rail barrier will increase the containment of noise from the deck;
- there are no windows on the upper floor which overlook the neighbour to the south because of: (i) the high rail on the deck; and (ii) the distance back from the property line; and

Development Permit Panel
Wednesday, January 11, 2012

- there is a six foot high fence on the property line, and no window provides overlook from the proposed building to the neighbouring property.

Mr. Massie concluded that the applicant has attempted to provide solutions and to respond to the concerns raised by neighbours.

Rajinder Singh, Landscape Designer, Van Der Zalm and Associates Landscape Architecture firm, advised that:

- to address concerns raised by neighbours adjacent to the subject site a series of cedar hedges has been planted along the north property line, and a portion of the south property line will feature a cedar hedge;
- a trellis feature with evergreen vine planting will be placed on top of the fence for a portion of the south property line; and
- over time the cedar hedges would grow to surpass the height of the fence, and would provide noise mitigation.

Panel Discussion

Discussion ensued among Panel members, Mr. Massie and Mr Singh, and the following advise was provided:

- the proposed balcony guard ail has always been required to be a five foot fence, but since the project was discussed at the November 30, 2011 meeting of the Development Permit Panel, the fence's detailing has been addressed;
- to ensure that children stay on the property and will not venture onto Heather Street and be endangered by the roadside ditch, the applicant's intention is: to (i) totally contain the play area at the rear of the subject site; (ii) ensure that children are under parents' care when they are at the front of the building; and (iii) there is no formal gate planned at the front of the subject site, but there will be gates located at the rear main play area, as well as at the top and bottom of the exterior stairs leading to the play deck area; and
- parents dropping off children would do so on weekdays only, not on weekends, and would do so by pulling their vehicles onto the site, parking in the parking stalls, escorting the children into the building, then exiting the site.

Staff Comments

Brian Jackson stated that staff takes the concerns raised by the neighbourhood, regarding traffic, parking, and safety issues, very seriously. He advised that if the proposed site had a single family development, it is possible that a larger building area would be allowed on the site.

Regarding the request for variances, Mr. Jackson noted that: (i) the requested 1.2 metre minimum interior side yard setback is identical to the minimum setback acceptable for a single family residence; (ii) the setback guidelines in the Assembly Zone apply to larger lots; and (iii) any assembly use on small lots requires a variance.

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Development Permit Panel
Wednesday, January 11, 2012

In response to a query from the Chair, Mr. Jackson advised that the applicant's request for a parking variance is to increase the number of small parking spaces on the site.

Panel Discussion

In response to the Chair's request, Donna Chan, Manager, Transportation Planning, provided an update regarding the consultation process undertaken by staff regarding traffic issues in the Heather Street neighbourhood.

Ms. Chan advised that in December 2011, Transportation staff sent a traffic survey to 19 homes in the neighbourhood asking whether residents were in favour of speed humps as a traffic calming measure.

To date eight surveys have been returned, and of those four are in favour of the traffic calming measure and four are opposed to the traffic calming measure. Survey respondents have until Friday, January 20, 2012 to submit responses.

Ms. Chan added that when the survey process is complete, Transportation staff will report on the outcome to Council at the Monday, January 23, 2012 Council meeting.

In response to a query from the Panel, Ms. Chan advised that parking is permitted on Heather Street, but that there is very little opportunity to park there due to: (i) "No Parking" signs on the east side of the street, where the open ditch is located; (ii) driveways; (iii) fire hydrants; and (iv) required clearance from intersections.

Ms. Chan added that even with parked cars on Heather Street, it is possible for cars going in opposite directions to pass, if they alternate.

Gallery Comments

Raj Johal, 8880 Heather Street, spoke in opposition to the proposed building. He stated that he wants to see "No Stopping" signs in front of the subject site in order to avoid having to make calls to the City Bylaw office when parents park on the road, and not in the parking spaces provided on the site.

Mr. Johal referenced the City's zoning bylaw and commented that the proposed building is a commercial building, and that the setback requirements in the bylaw that apply to a school or a pre-school should apply to the proposed child care facility. He added that a compromise between the requested 1.2 metre interior side yard setback, versus the current 7.5 metre setback, would be to settle on a 3 metre setback.

As a result of Mr. Johal's request for signage, a brief discussion ensued between the Panel and Ms. Chan regarding signage to discourage parents from parking on the street. As a result of the discussion Ms. Chan advised that staff would look into the idea of "No Stopping" signage on Heather Street

Barbara Thomas-Bruzzese, 8700 Dolphin Court, submitted correspondence and photographs (attached to these Minutes as Schedule 2). She stated that she was strongly opposed to the application to construct a two-storey building for a licensed child care facility.

Ms. Thomas-Bruzzese, 8700 Dolphin Court, outlined her concerns, and drew attention to: (i) the size of the site is not large enough for the proposed development; (ii) the size of the proposed building is approximately twice the size of the largest homes on the street; (iii) the location of the site is at a narrow part of Heather Street with a ditch on the east side with limited room to park on the shoulder of the street; (iv) the residential character of the neighbourhood, and how the new owners of the subject site have neglected their yard for more than six months and the former building on the site has been stripped; (v) the number of people that would occupy the premises on a daily basis; (vi) the number of children proposed for the facility is in excess of the number of child care spaces needed in the Broadmoor Area as outlined in the City's 2009-2016 Richmond Child Care Needs Assessment and Strategy; (vii) Dolphin Park has been referred to erroneously as Heather Park; and (viii) noise concerns.

Mrs. Thomas-Bruzzese requested that the Panel reject the proposed development.

Donald Lee advised that he spoke on behalf of Alice Chan, 8871 Heather Street who was absent, but who had submitted two letters opposing the proposed development (attached to these Minutes as Schedule 3 and Schedule 5).

Mr. Lee listed the following concerns as outlined in Ms. Chan's correspondence: (i) road safety; (ii) signage being ineffective in governing people stopping in the area; (iii) the proposed development's narrow parking lot, necessitating drivers having to back out of the site and blocking traffic; (iv) noise, from children and honking cars from the child care facility, disrupting the peace and quiet in neighbour's backyards; (v) the upper floor balcony facing bedrooms at 8871 Heather Street; and (vi) the demand for a child care facility in the area is low.

Lorne Soo, 8875 Heather Street, advised that he agreed with the concerns from other speakers, especially with regard to increased traffic on Heather Street, that could total up to 120 cars per day. He was opposed to the proposed development, and expressed puzzlement that the application could have made progress, in light of the neighbours' concerns.

Christine Tu, 8899 Heather Street, spoke in opposition to the proposed development. She stated that: (i) the street was too narrow to accommodate added traffic and should be widened; (ii) there should be sidewalks along both sides of Heather Street; (iii) the open ditch presents a problem; (iv) the area is not safe for children; (v) people coming to the child care facility will park in front of homes; (vi) neighbours who leave for work, and their children who leave for school, will experience delays as a result of child care parents arriving between 7 and 9 a.m.; and (vii) she wants the neighbourhood to remain quiet and accessible.

Lisa Chan, 8871 Heather Street, spoke in opposition to the proposed development, and stated that: (i) the planned upper floor balcony facing her home was evidence that there was inadequate outdoor play space on the site; (ii) noise would be a problem for neighbours; (iii) the rainy, cloudy and cool nature of Lower Mainland weather was a problem; and (iv) the ditch, as well as the potential for black ice on the road during winter, were problems. The building was too small for the children.

Development Permit Panel
Wednesday, January 11, 2012

Linda Chen, 8591 Heather Street, spoke in opposition to the proposed development. She noted that: (i) teaching staff would take up most of the parking spaces on site; and (ii) if there is a staff person for every six children, that would amount to 10 teachers.

Mr. Massie advised that: (i) the City's bylaw requires that nine parking spaces be provided for the child care facility teachers; (ii) there would be 12 teachers on staff; and (iii) that number of teachers, and the number of parking space, meets the City's and the CCFL's requirements.

A resident at 8931 Heather Street drew the Panel's attention to a petition dated July 7, 2011 (on file in the City Clerk's Office) signed by Heather Street residents in opposition to the proposed development. He then queried why there was inadequate signage on the subject site.

Mr. Jackson advised that the applicant erected a sign on the subject site that provided information regarding the development permit application. He added that the site did not have a rezoning application sign because the size was already zoned for "assembly use", and for this application, no rezoning was necessary.

Mr. Miao, 8933 Heather Street, spoke in opposition to the proposed development and stated that his concerns were related to: (i) noise; (ii) traffic issues; and (iii) parking issues. He requested that the Panel reject the development permit application.

Dave Hay, 8691 Heather Street, spoke in opposition to the proposed development and stated his concern with the lack of parking. He also noted that the on site parking spaces were inefficient, as drivers would be forced to drive in, and then back out. He stated that the ditch should be filled in and paved over. He then questioned how high the cedar hedge would grow in the side yards.

Mr. Singh noted that the smaller size type of cedar species that was selected would grow well, with pruning maintenance, in a confined space.

Mr. Chen, 8591 Heather Street, spoke in opposition to the proposed development. He was concerned that the shoulders of Heather Street turn soft in the rain, and when cars try to pass on the street, and have to use the softened shoulder to do so, there is a risk cars and their drivers can fall into the ditch.

A brief discussion ensued between the Panel and Ms. Chan regarding the nature of traffic on Heather Street. Ms. Chan noted that it is a low volume road. If there is a car parked on the side of the road, it is typical that one car proceeding down the road will continue, while a car coming in the opposite direction will pause.

Jim Bruzzese, 8700 Dolphin Court, spoke in opposition to the proposed development. He: (i) asked about noise mitigation at the rear of the subject site; (ii) what would happen if his fence, the one that separates the rear of the subject site from his Dolphin Court property, is damaged; and (iii) noted that just because the nature of Heather Street provides little opportunity to park, that does not mean that people will not do so, and may let their cars idle, then return to their running cars after having taken their children to the care facility.

As a result of Mr. Bruzzese's remarks, and Mrs. Thomas-Bruzzese's photographs, discussion ensued between the Panel, Mr. Massie, and Mr. Singh.

CNCL-220

**Development Permit Panel
Wednesday, January 11, 2012**

Mr. Singh advised that the design for the rear yard of the proposed child care facility included: (i) a play surface featuring soft material that would absorb sound; (ii) a grassed play area; and (iii) new ground cover planting along the current hedge.

In response to a query from the Chair, Mr. Singh stated that: (i) the portion of the hedge above the line of the Thomas-Bruzzese fence would remain; (ii) the lower portion of the hedge has been trimmed; and (iii) a variety of ground cover elements would be added along the base of the hedge.

The Chair noted that the photographs indicated that recent pruning had exposed some gaps in the hedge, and he suggested that the applicant not prune any further, and instead select some landscaping elements to fill in the gaps.

With regard to the issue of signage on the site, Mr. Massie advised that the sign that had initially been erected had gone missing, and that since its disappearance, a second sign had been erected on the site. The Chair commented that the temporary disappearance of the sign did not invalidate the process.

Correspondence

Barbara Thomas-Bruzzese, 8700 Dolphin Court (Schedule 2)

Alice Chan, 8871 Heather Street (Schedule 3)

Amar Johal, 8880 Heather Street (Schedule 4)

Alice Chan, 8871 Heather Street (Schedule 5)

Panel Discussion

The Chair acknowledged that the project was a contentious one, but advised that the mandate of the Development Permit Panel is to examine building form and character, not zoning issues. He noted that a child care facility is a permitted use on the site, and that if the requested variances were rejected, the applicant could still apply for and pursue a child care facility for the site.

The Chair further stated that the applicant had taken steps to mitigate the impact of the proposed facility.

The Panel expressed support for the idea to have "No Stopping" signage on Heather Street in order to discourage parents of children from dropping off their children anywhere other than on the subject site. In addition, the Panel advised that no further pruning of the existing hedges take place.

The Panel further noted that: (i) communication with neighbours was important; (ii) the applicant should address the sensitivity of the neighbourhood; (iii) City transportation staff would be engaged in the traffic issues; and (iv) the applicant should immediately clean up the subject site.

As a result of the discussion, the following conditions were to be added to the motion:

Development Permit Panel
Wednesday, January 11, 2012

- the applicant clean up the site before the Development Permit proceed to a meeting of City Council;
- that the City transportation staff review and confirm that the suggested "No Stopping" signage can be installed on Heather Street before the Development Permit proceed to a meeting of City Council; and
- that the City's traffic survey results in the Heather Street neighbourhood be available to Council.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would:

1. *Permit the construction of a two-storey building for a licensed child care facility for approximately 60 children at 8851 Heather Street on a site zoned Assembly (ASY); and*
2. *Vary the provisions of Richmond Zoning Bylaw 8500 to:*
 - a) *Reduce the minimum interior side yard from 7.5 m to 1.2 m;*
 - b) *Reduce the minimum public road parking setback from 3 m to 1.5 m; and*
 - c) *Permit 54% small car parking spaces on a site with less than 31 parking spaces (8 small car parking spaces of total 15 spaces);*

after such time as the following conditions have been met:

That:

- (1) *the applicant clean up the site before the Development Permit proceed to a meeting of City Council;*
- (2) *the City transportation staff review and confirm that the suggested "No Stopping" signage can be installed on Heather Street before the Development Permit proceed to a meeting of City Council; and*
- (3) *the City's traffic survey results in the Heather Street neighbourhood be made available to Council.*

CARRIED

4. New Business

5. Date Of Next Meeting: Wednesday, January 25, 2012

CNCL-222

Development Permit Panel
Wednesday, January 11, 2012

6. Adjournment

It was moved and seconded

That the meeting be adjourned at 5:10 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, January 11, 2012.

Joe Erceg
Chair

Sheila Johnston
Committee Clerk

CNCL-223

11.

**Schedule 1 to the Minutes of the
Development Permit Panel
Meeting of Wednesday, January
11, 2012.**

January 11, 2012

Terry Brunette
Planner 2
City of Richmond
Planning and Development Department

To Development Permit Panel
Date: <u>JAN. 11, 2012</u>
Item #: <u>2</u>
Re: <u>10-545704</u>

Terry:

RE: DP 10-545704 - Revised application in response to DPP referral by Chen Design Studio for a development permit at 7900 Bennett Road

We are pleased that 7900 Bennett Road is slated for redevelopment. Our concerns lie in the areas of parking and pedestrian traffic.

We have owned properties on this block since 1999 (7800 and 7926). One of the attractions for us was the vision articulated in the 1995 Acheson Bennett Sub-Area Plan. Specifically, we were drawn to a future that included sidewalks and on-street parking. By our count, 33 of the 37 lots on the south side of Bennett are built (or being redeveloped) since the 1995 Plan. Unfortunately, since 1999, no sidewalks have been added. And, as density has increased, residents on Bennett and Acheson are increasingly likely to park on the city-owned front lawns of newly-developed duplexes—with little or no consequences from the City.

The development proposed for 7900 Bennett Road may well attract residents with parking needs that exceed the space being made available (appears to be 12 bedrooms and only six parking spots). If the City is committed to its vision for this neighbourhood, then please follow the sub-area plan through by realizing the transportation objective. If that isn't possible at this time, we urge the City to enforce the parking bylaws already in place, as we often have complaints from our tenants. Both actions will help preserve the character of this neighbourhood.

Thank you,
Rob Bodnar & Norma Miller
215 Creekside Drive
Salt Spring Island
V8K 2E4



CNCL-224

January 11, 2012

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

Re: Notice of Application for a Development Permit DP 10-538908

I strongly oppose the application to permit the construction of a two-storey building for a licensed child care facility for approximately 60 children at 8851 Heather Street on a site zoned Assembly (ASY) and to vary the provisions of Zoning Bylaw 8500 as specified in the notice.

I have lived at 8700 Dolphin Court with my family for over 10 years. Our property is one of the properties directly adjacent to the back yard of 8851 Heather Street. We moved here specifically because it was a quiet residential neighbourhood of single-family homes. We have very much enjoyed living here – gardening or having a morning coffee in the back yard to the sounds of song birds, the wind in the trees and small planes overhead. I have often remarked to my husband that it is so wonderful that it is so quiet in our neighbourhood. It is something that I really value. If this application for a development permit is approved, it will significantly change the character of our neighbourhood as well as the serenity in our yard in particular.

Along with our neighbours, we made presentations to the Richmond Development Permit Panel at their meeting on July 13th 2011. Pictures were distributed by one of our neighbours so that the Development Permit Panel could actually see how narrow Heather Street is and how completely inappropriate it would be to increase the traffic in this area as a result of the construction of a business that would result in a significant increase in traffic at peak times of the day.

Along with our neighbours, we submitted a petition outlining our opposition to this development permit for the following reasons:

- Increased traffic through this portion of Heather Street
- Traffic flow
- Ditches
- Lighting and sidewalks
- Business vs residential

Our cover letter concluded "We believe that this proposal seriously impacts the safety, well-being and cohesiveness of our neighbourhood."

We participated in discussions at an Open House on September 8th hosted by the Vancouver Star Daycare and Doug Massie, Architect, Chercover Massie & Associates Ltd and we, as well as our neighbours, expressed our concerns about this proposal.

It seems that nobody is listening.

I understand that there is a proposal to install speed bumps on Heather Street as a solution to our concerns about traffic safety. I am convinced that this is not a solution at all. In fact, it will only make matters worse because if speed bumps are installed on Heather Street, it will only be a matter of time before a vehicle ends up in the ditch resulting in significant injuries or death.

My husband and I, along with our neighbours, are fully aware that this proposal does not fit well into our single-family neighbourhood. Although we very much appreciate the opportunity to address this Panel, it is very frustrating that we have not been heard to date.

I ask you to reject this proposed development for the following reasons:

1. **Size of the site.** It is very clear to me that this site is not an appropriate size for a child care facility for 60 children. In fact, it is clear to the developer and property owner also that this property is not an appropriate size for the building they propose because they are asking to vary the provisions of the Zoning Bylaw 8500 so that they can reduce the minimum interior side yard from 7.5 to 1.2 metres and reduce the minimum public road parking setback from 3 metres to 1.5 metres. They are also asking for a variance regarding the parking because they know that the property is not large enough to accommodate the parking that they should be providing. It is also not large enough to provide the typical one-way drive-through that schools and large childcare facilities have to ensure the safety of the children when they are being dropped-off and picked-up. In addition, they know that the property is not large enough to meet their playground requirement so they intend to count on the use of Dolphin Park, a small park with an exceptionally small playground, across the street. Adding so many additional children to the playground will affect the families in the neighbourhood who use this playground on a regular basis. Another strategy the child care provider suggested was that she just keeps the children inside. Neither of these suggestions meet an acceptable standard for quality childcare.
2. **Size of the building.** In order to accommodate a childcare business for so many children, they propose a building that is approximately twice the size of the largest homes that currently exist on the street. What would be more appropriate for consistent development of the neighbourhood would be to subdivide the property and put up two large houses on that site. That would be a plan that would maintain the character of the neighbourhood.
3. **Location.** This part of Heather Street is exceptionally narrow and has a ditch on the east side of it so when there is a need for two-way traffic, there is very little clearance. There is also very little room on the shoulder of the street for the parking that would inevitably be required during drop-off and pick-up for the childcare business. A strategy to widen Heather Street to accommodate the

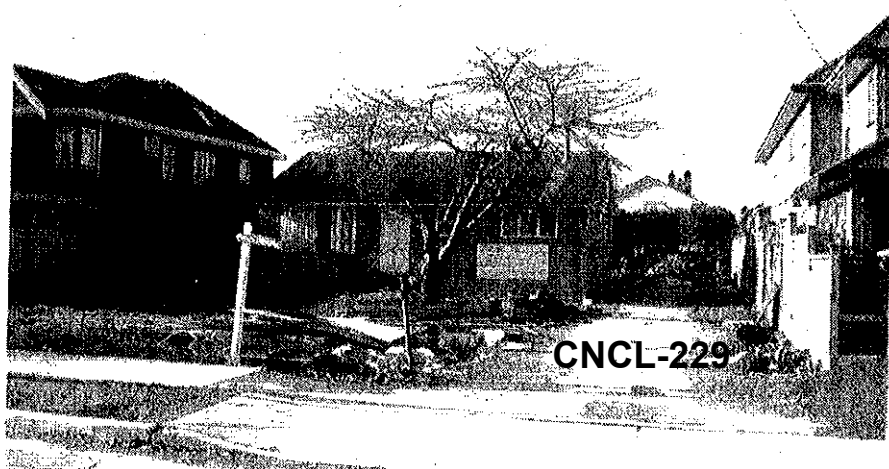
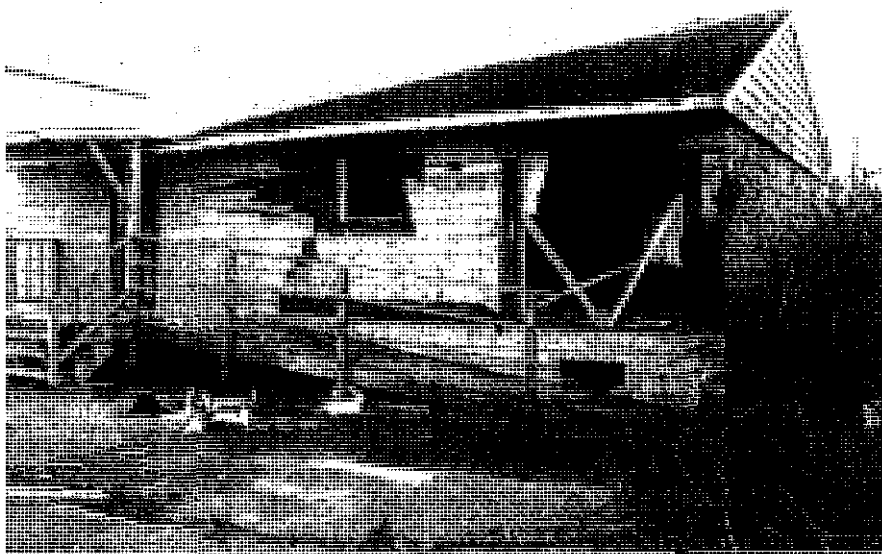
additional traffic and the additional parking spaces that will be required is also not likely because of the ditch and the adjacent park.

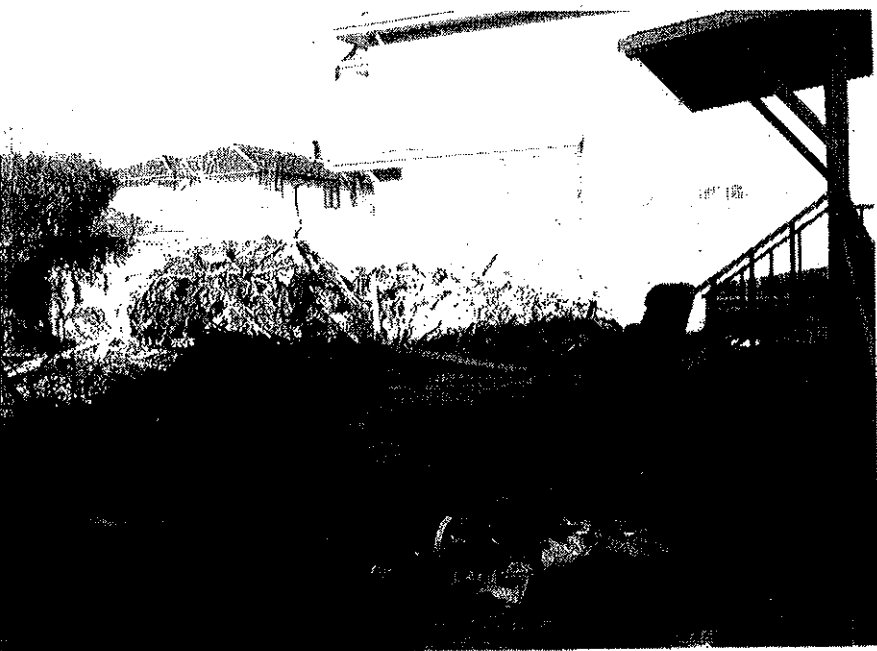
4. **Character of the neighbourhood.** According to the Official Community Plan for Richmond, "Broadmoor has many stable well-kept residential neighbourhoods and is well served by local parks, schools and services." We want to keep it that way. It seems to me that this childcare business is forcing itself into our quiet residential neighbourhood simply because the site is zoned Assembly (ASY) and they counted on this being an easy route to setting up their business. The previous church group that gathered occasionally at the small house (not a typical church building) on that property fit in nicely with the neighbourhood. The building looked like a typical house. Although there could be several people there at one time, it was not unlike any of the neighbours having a group of family or friends over for a BBQ. The sounds of people talking and laughing were no more dominant than other conversations in the neighbourhood. Their yard was maintained similar to the properties in the neighbourhood, for example, the lawn was mowed on a regular basis. The 15 foot cedar trees that grow just on the other side of our fence at the back of our yard, were trimmed on a regular basis. On the other hand, the new owners have neglected their yard for more than 6 months. The lawn is no longer mowed on a regular basis and has grown to 3 feet tall. Prior to the meeting on July 13th, they removed the lower branches of the row of trees on the other side of our 6 foot fence to just above the fence so this has diminished our privacy since you can now see between the trees above our fence where the branches have been removed. In addition this has diminished the effectiveness of the natural sound barrier that the tall row of trees provided. To make matters even worse, the new owners have just left the large branches in the yard where they have since turned orange in colour and this has contributed to their property being an eye-sore in the neighbourhood for several months. Many of us go for walks throughout the neighbourhood and admire the well-manicured yards and colourful flowers that are typical in our neighbourhood. Residents take pride in the appearance of their yards. The property at 8851 Heather Street is an extreme exception. The building itself was essentially stripped months ago and has since been abandoned. The yard is completely neglected.
5. **Number of people** The number of people they propose to occupy the premises on a daily basis is excessive for our neighbourhood. To have 60 children, in addition to the staff, as well as parents coming and going, defines this as an institution. It is clearly not another house in a residential neighbourhood. If the owner was proposing a family daycare in a house of similar size to the houses in the neighbourhood, I am confident that this would be well received. There is clearly no objection to children in the neighbourhood nor to a childcare facility. However what they are proposing is to dominate the neighbourhood with an oversized institution in an undersized yard that is overpopulated according to the neighbourhood standards. This is completely inappropriate for the neighbourhood and unwelcomed.

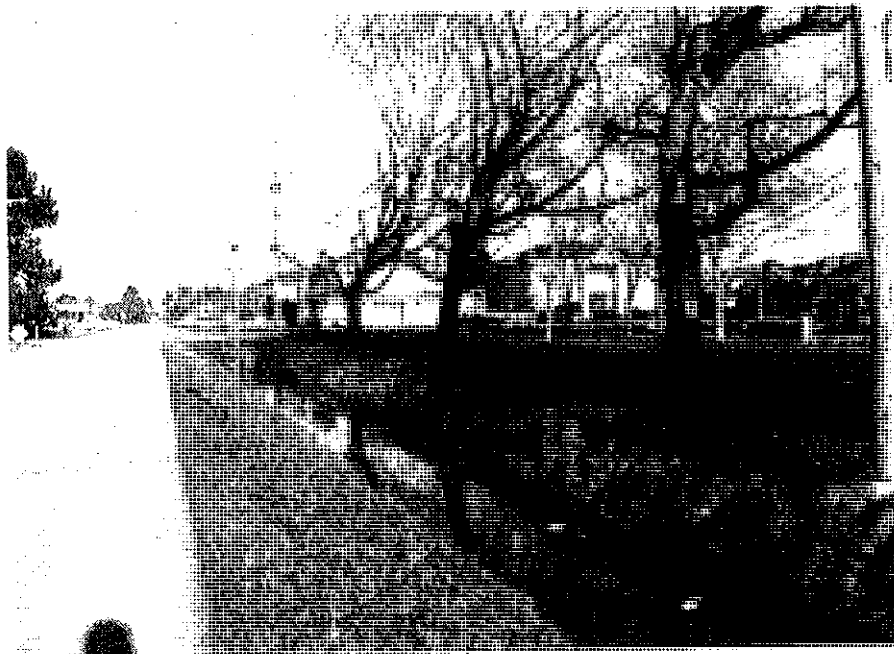
6. **Community Benefits** I would like to refer to the Staff Report that was attached to the Report to the Development Permit Panel from Brian J. Jackson, MCIP, Director of Development, dated June 16, 2011. In the section on Community Benefits, it is clear that the number of children proposed for the business at 8851 Heather Street far exceeds the number of child care needs for toddler and 3–5 year olds in the Broadmoor area. As identified in the 2009-2016 Richmond Child Care Needs Assessment and Strategy, the estimated additional child care spaces needed by December 1, 2016 in the Broadmoor area are 23 spaces for 18 months to 2 years old and 9 spaces for 3-5 year olds. It is extremely objectionable that we should be subjected to a 60 child institution in our neighbourhood when the anticipated needs of the entire Broadmoor area are met by less than half the number of children proposed.
7. **Dolphin Park** I would like to clarify again that to the east, across Heather Street from 8851 Heather Street, is Dolphin Park, not Heather Park as has been referred to on more than one occasion during this permit application. In the Staff Report that I referred to earlier, on the first page, in the section titled "Background", it again refers to the park as "the city-owned Heather neighbourhood park, which contains a children's playground, zoned School & Institution Use (SI)". My husband and I went to Heather Park and discovered that it had a much more substantial playground for children than Dolphin Park. I would respectfully ask that this be looked into so that there is no misrepresentation of the facts when you consider this permit application. In addition, I request that Vancouver Coastal Health also be informed that in fact it is Dolphin Park, not Heather Park that is across the street.
8. **Noise** According to the staff report, "the proposal includes only 67% of the outdoor play area requirement for 60 children" and the "outdoor children's play area is provided in the rear yard 212.9m² (just on the other side of our fence) and on the second floor deck (69.25 m²). According to the Staff Report dated October 7th, 2011, up to 24 children at a time will be scheduled to be in the outside play area on site at a given time and the applicant is proposing to schedule the use of the outdoor play area to meet the daily outdoor play needs of each of the four child care rooms. This will have a significant negative impact on our quiet neighbourhood on a daily basis.

Thank you for the opportunity to express my strong objections to having an institution forced on our quiet residential neighbourhood. I ask you to reject this application.

Barbara Thomas-Bruzzese
8700 Dolphin Court, Richmond BC







Schedule 3 to the Minutes of the
Development Permit Panel
Meeting of Wednesday, January
11, 2012.

Johnson, Gail

To Development Permit Panel
Date: JAN. 11, 2012
Item # 3
Re: DP 10-538908

From: alice chan [alicechan8899@gmail.com]
Sent: January 3, 2012 10:53 PM
To: Johnson, Gail
Cc: Chak Au; Raj and Nina Johal; Amar Johal; chen; hsuhsen@gmail.com
Subject: 8851 Heather Street

Hello Gail,

My name is Alice Chan and I reside at 8871 Heather Street. At this point in time you may be aware that 8851 Heather Street's development has received much appeal from its neighbourhood, part of which I have participated in; However, I would like to address a few points that have caught my attention as well as others in the block. Firstly, the size of structure proposed on the lot of 8851 would be much too small to house sixty children, and would potentially pose a fire hazard in certain circumstances as well as natural hazards in the event of any disaster. In addition, the lot would be also much too small to allow 30 parked cars, not to mention the already narrow road width, facing a deep ditch on the other side. Secondly, the design of the structure does not match the surrounding houses in the neighbourhood and suggests a large balcony on the upper floor, facing the bedroom windows of 8871 (my home). With the significant amount of increased noise coming from the childcare institution alone, the children playing on the balcony would render my home entirely emasculated of the privacy we had. No other house in the neighbourhood contains such a large balcony on the upper floor, there should be no reason for this structure to possess such a large balcony that not only would not be entirely safe for children, but bothersome for the surrounding environment.

I hope you will take our thoughts into consideration.

Regards,
Alice



**Schedule 4 to the Minutes of the
Development Permit Panel
Meeting of Wednesday, January
11, 2012.**

City of Richmond
6911 No. 3 Road
Richmond, BC
V6Y 2C1 Canada

To Development Permit Panel	
Date:	JAN. 11, 2012
Item #	3
Re:	DP 10-538908

To: Council Members and Richmond Development Permit Panel

Re: 8851 Heather Street – Development Permit 10-538908 (REDMS NO. 3360997)

Unfortunately I am unable to attend this hearing due to work related commitments.

The above proposed development is for a 60 child daycare center on Heather Street. I have attended two public "hearings" (one at City Hall and the second sponsored by the Architect/Owner). Each time, I presented a petition from citizens in the neighbourhood concerned with the safety, congestion, location, size and appropriateness of a 60 child daycare center on a narrow street. To date the fundamental issues around safety of residents, potential attendees and neighbourhood congestion have not been adequately addressed.

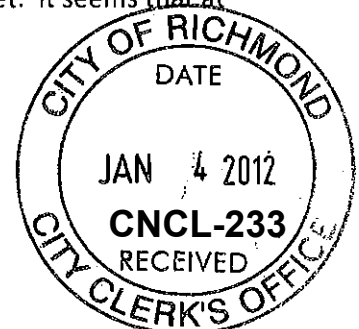
The south end of Heather Street has deep ditches on the east side with no parking and limited lighting and sidewalks on the west side. The only "solutions" the City has come up with is to add DO NOT STOP signs in front of the ditch and ask for our input on speed bumps to slow traffic down. I ask the Planning department how do these "solutions" solve the safety or congestion issues for us.

A 60 child daycare will generate 120 car trips per day in one short block. Although this may not seem a lot to you....it is considerable when you view the current traffic on our street and the fact that it will take place in two 2 hour windows (am & pm). The previous users were a church that had functions mostly on Sundays. This new development would change the entire make-up of the street.

Parking will also be a major issue given the limited allocated parking spots for the day care, staff parking needs, deliveries and parent drop off processing etc. This has the potential of causing traffic jams on a small narrow street that has limited parking. What are the City's plans to address this issue and what 3rd party independent studies have been conducted to ensure traffic flow is maintained. I suggest that the City view the congestion on Bakerview Street in the evenings where this owner has a much smaller yet similar operation. Magnify that 3 fold and coupled with no parking, no sidewalks, limited lighting, a narrow street and deep ditches and you have the making of a serious problem.

It has been most disheartening that the City feels compelled to force this development without fully considering the ramifications to those who would be most impacted on this street. It seems that at every turn the City has refused to listen to the affected citizens:

- Inaction on safety and congestion concerns.
- Issue around large ditch, lighting, sidewalks still unaddressed.
- Notification of hearings/input to select homes only



- Size of daycare. A 60 child day care is more a school than a day care center. Especially if the owners plan on having after school care which will only add to the congestion etc.
- Changing zoning to accommodate a developers business case.

To be clear, the neighbourhood supports the need for daycare centers. But only when it is done right....not a:

- 60 child day care
- Narrow street with poor lighting and deep ditches
- Etc.

We ask the City to please reconsider this development and address the several issues above before moving forward. We also ask that the Developer/Owner **immediately** erect a sign on the property advising of a potential 60 child day care. We ask given that there are 2 new homes right next door for sale and it would be the only right thing to do to ensure potential buyers are aware of this development.

Thank you for your consideration in this matter.

Sincerely,

Amar Johal
8880 Heather Street
Richmond, BC

Johnson, Gail

From: Amar Johal [amarjohal@shaw.ca]
Sent: January 3, 2012 4:57 PM
To: Johnson, Gail
Subject: 8851 Heather Street Development Permit 10-538908 (REDMS NO. 3360997)
Attachments: 8851 Heather Street.docx

Hi Gail, Sara Badyl had suggested we send you our concerns regarding the above as we will not be able to attend the hearing.

Please see the attached.

CNCL-235

**Schedule 5 to the Minutes of the
Development Permit Panel
Meeting of Wednesday, January
11, 2012.**

Johnson, Gail

From: alice chan [alicechan8899@gmail.com]
Sent: January 6, 2012 11:16 PM
To: Johnson, Gail
Cc: Chak Au; Raj and Nina Johal; Amar Johal; chen
Subject: 8851 Heather Street

To Development Permit Panel
Date: JAN 11, 2012
Item # 3
Re: 10-538908

Hello Gail,

Sorry I have to write you a letter again, the reason is I'm having nightmares every night just thinking about the childcare being possibly built beside my house. Having to think about the balcony on the side of the building especially bothers me because it invades my family and my own privacy as it allows a clear view of my family's daily activities and every actions. The possible establishment of the child care is already a major interference to my family's life and our neighborhood, but having the balcony on the side peering into my house makes me even more agitated, uneasy and upset. Therefore, I would like you to know that the child care issue is already greatly impacting my life right now, thus I do not want to imagine how inconvenient and horrible it will be if it is established.

Thank you for your attention!
Alice Chan





Development Permit Panel

Wednesday, December 14, 2011

Time: 3:30 p.m.
Place: Council Chambers
Richmond City Hall
Present: Joe Erceg, Chair
Dave Semple, General Manager, Parks and Recreation
Terry Crowe, Manager, Policy Planning

The meeting was called to order at 3:30 p.m.

1. Minutes

It was moved and seconded

That the minutes of the meeting of the Development Permit Panel held on Wednesday, November 30, 2011, be adopted.

CARRIED

2. Development Permit 11-584010

(File Ref. No.: DP 11-584010) (REDMS No. 3353542)

APPLICANT: Fairborne Homes Ltd.

PROPERTY LOCATION: 6180, 6280 and 6300 No. 3 Road

INTENT OF PERMIT:

1. Permit the construction of a mixed-use commercial and residential development with a net floor area of 30,208 m² (325,156 ft²) including 2,178 m² (23,444 ft²) of commercial floor space and 28,030 m² (301,712 ft²) of residential floor space at 6180, 6280 and 6300 No. 3 Road on a site zoned Downtown Commercial (CDT1).
2. Vary the provisions of Richmond Zoning Bylaw 8500 to:
 - a) permit the residential vehicle parking requirement to be 1.0 parking stall per dwelling unit as per the City Centre Zone 1 Bylaw Parking intended to support Transit-Oriented Development (TOD) in close proximity to a rapid transit station.

Applicant's Comments

Alan Whitchelo, Development Manager, Fairborne Homes Limited, Vancouver, introduced Martin Bruckner, Architect, IBI/HP Architects, Vancouver, and advised that Mr. Bruckner, along with Peter Kreuk, Landscape Architect, of Durante Kreuk Ltd., of Vancouver, would describe the project.

Mr. Bruckner provided the following details:

- the site on No. 3 Road, near Saba Road in the City Centre, includes two east/west oriented lots, with separation of the north residential tower from the south residential tower achieved by a centre courtyard;
- the southwest corner of the south tower overhangs the future sidewalk of the future bus mall, just south of the subject site;
- when the proposed development was presented to the City's Advisory Design Panel, the north and south towers were strictly parallel to one another, but since that presentation the design team has worked to ameliorate the parallel nature by slightly splaying the south tower outward;
- façade articulation has been improved by taking the balconies facing west onto the courtyard, and angling them slightly west, rather than focusing them directly facing the units across the courtyard, thereby giving the balconies some architectural drama;
- the elements that comprise the massing on the site respect the buildings that already surround the site, including the residential buildings to the east of the subject site; those occupants are able to enjoy views across the proposed development's courtyard element, in the gap between the proposed residential towers;
- the design gives the proposed buildings a distinctive image, in an interesting arrangement;
- blue glass is paired with clear glass to accentuate the various parts of the proposed development, with spandrel glass utilized at random;
- elements of the north tower have been cantilevered over the Canada Line station to provide visual drama;
- the angular pieces of the proposed development may appear to be different, but their relationship to one another provides a theme, and this relationship is used to break down the massing into seemingly smaller pieces;
- high-quality building material has been chosen, and includes fritted glass on the bank building at the base of the south tower, and transparent spandrel glass;
- spandrel glass colours are green and white silver;
- there is less exposed concrete than is featured in other developments, and instead, metal cladding is predominant on the structures' exterior, with some painted concrete;

- the concrete in the location of the elevator at the core of the proposed development is a distinctive colour;
- the Canada Line station rises four storeys;
- public art will be featured on the west wall of the parkade, as well as at the end of the Canada Line elevated guideway.

Mr. Kreuk provided the following information regarding the landscaping scheme:

- the landscaping scheme can be divided between what happens on the ground plane, and what happens on the roof deck of the courtyard;
- the ground plane is oriented toward public transportation elements, including the Canada Line station plaza with decorative pedestrian paving, plus high quality landscaping as two components of the improvements planned for the No. 3 Road frontage;
- in addition, more pedestrian friendly grades will be developed, and these grade improvements will stretch across to the future bus mall;
- the lobby entrance to the north tower is located under the No. 3 Road Canada Line guideway and its design includes a water feature;
- the other lobby entrance is located off the mews, a wide walkway that is located at the north-south lane connecting with Saba Road;
- the interface with the future bus mall features benches and a variety of planted materials; these features are continued around the footprint of the proposed development, creating a feel of urban fabric;
- on the fourth and ninth floors are common roof decks for residents, and an urban agriculture space is proposed for the ninth level of the north tower, a space that captures morning and afternoon sun;
- these common areas create opportunities for social gatherings, for children to play, and for gardening activities; and
- the planting materials are low-water demanding plants that provide seasonal interest.

Mr. Bruckner added the following two details:

- the applicant's preliminary Public Art Plan includes over \$200,000 for a public art contribution; and
- each residential unit has a balcony, except those units on the south side, overlooking the future bus mall. Residents in south facing units can open their patio door, to achieve a feeling of 'outside', though they do not have a balcony.

Panel Discussion

Discussion ensued between the architect and landscape architect and the Panel, with the following information provided in response to queries:

- an acoustic report will provide advice regarding appropriate glazing and patio doors, to ensure that CMHC standards for sound proofing are achieved, for noise attenuation;
- residential units start at the fourth storey, and the distance from the street, as well as the type of glazing, provides protection from street sounds;
- bearing in mind the City's no pesticide policy, clean plant material has been chosen, manufactured soil is used, and proper air circulation and flow has been designed;
- raised planting beds are a feature of the ninth storey roof, with terraced areas, a trellis, benches and other elements;
- a liveable interface with the adjacent residential properties is achieved with the required separation;
- the chosen building form of two separate residential blocks with a lower connecting element provides the least disruption and the least impact for those who already live in surrounding towers; and
- it is inevitable that as the City Centre is built out, there will be some impact on the views of City Centre residents.

Staff Comments

Brian J. Jackson, Director of Development, acknowledged the teamwork of City staff and the architectural design team that resulted in a project with a unique design. He noted that the applicant had to balance the City's objectives for the public transit terminus station, with the needs of the Fairborne Homes, the Scotiabank and TransLink.

Mr. Jackson stated that the ground plane improvements would provide enhanced amenities to the general public, and especially in front of the Canada Line station, by changing from concrete to decorative pedestrian paving material, thereby improving the public realm.

Connectivity between the Canada Line station and the bus mall will be enhanced, and pedestrian flow improved. There is at present strong physical separation between the station and the bus stops, but this will be addressed in a significant way.

With regard to the requested variance, Mr. Jackson advised that by reducing the parking requirement to one parking stall per dwelling unit, this proposed development is equal to the City Centre Zone 1 parking rate, which is applied to most sites in close proximity to Canada Line stations.

The application was considered favourably by the City's Director of Transportation especially in light of such positive benefits as electrical outlets for cars, 10 bike lockers and 20 bike racks for Canada Line riders.

Mr. Jackson stated that, given the transportation measures proposed by the applicant, staff was in support of the application, and the requested parking variance.

Panel Discussion

In response to a query from the Chair, Victor Wei, Director of Transportation confirmed that the requested parking variance falls within the scope of the City Centre Area Plan.

In response to a second query from the Chair, Mr. Wei advised that "Class 1" bike parking spots are located indoors and are secure, and "Class 2" bike parking spaces are located outdoors and are unsecured.

Gallery Comments

Thomas Tam, 8100 Saba Road, expressed concern regarding the alley that is beside the entrance to HSBC Bank on Saba Road, and the bottleneck that is created when drivers wait in their cars at the entrance to the alley. He noted that his residential tower has 248 units, with occupants owning at least 200 cars, and that this number of cars, plus the cars of banking customers, lead to problems in the alley.

Mr. Wei advised that planned improvements to the lane include widening it, and the addition of a walkway for pedestrians. He noted that the traffic consultant hired by the applicant had studied the situation, and that the City had reviewed the consultant's results, and that it was determined that the proposed development would have a minimal impact on the alley, and that, with the planned improvements, it was capable of handling future traffic.

Mr. Wei added that, as part of the proposed development, traffic signalization would create a gap between No. 3 Road and Buswell Street that will enhance flow in and out of the lane.

Correspondence

None.

Panel Discussion

The Panel acknowledged (i) the appeal of the landscaped areas, (ii) as well as the overall attention to detail, and (iii) the positive way in which the applicant handled the density on the site.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would:

1. *Permit the construction of a mixed-use commercial and residential development with a net floor area of 30,208 m² (325,156 ft²) including 2,178 m² (23,444 ft²) of commercial floor space and 28,030 m² (301,712 ft²) of residential floor space at 6180, 6280 and 6300 No. 3 Road on a site zoned Downtown Commercial (CDT1).*
2. *Vary the provisions of Richmond Zoning Bylaw 8500 to:*

- a) *permit the residential vehicle parking requirement to be 1.0 parking stall per dwelling unit as per the City Centre Zone 1 Bylaw Parking intended to support Transit-Oriented Development (TOD) in close proximity to a rapid transit station.*

CARRIED

3. New Business

4. Date Of Next Meeting: Wednesday, January 11, 2012

5. Adjournment

It was moved and seconded

That the meeting be adjourned at 4:01 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 14, 2011.

Joe Erceg
Chair

Sheila Johnston
Committee Clerk



City of Richmond

Report to Council

To: Richmond City Council
From: Joe Erceg, MCIP
Chair, Development Permit Panel

Date: January 18, 2012
File: 0100-20-DPER1

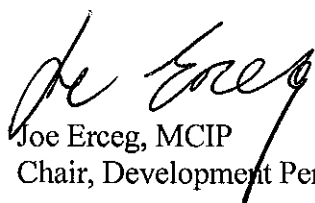
Re: **Development Permit Panel Meetings Held on January 11, 2012,
November 30, 2011, July 27, 2011, and July 13, 2011**

Panel Recommendation

That the recommendations of the Panel to authorize the issuance of:

- i) a Development Permit (DP 10-545704) for the property at 7900 Bennett Road; and
- ii) a Development Permit (DP 10-538908) for the property at 8851 Heather Street;

be endorsed, and the Permits so issued.



Joe Erceg, MCIP
Chair, Development Permit Panel

SB:blg

Panel Report

The Development Permit Panel considered the following item at its meetings held on January 11, 2012, November 30, 2011, July 27, 2011, and July 13, 2011.

DP 10-545704 – CHEN DESIGN STUDIO – 7900 BENNETT ROAD

(January 11, 2012 and July 27, 2011)

The Panel considered an application to permit the construction of two (2) duplexes on a site zoned “Infill Residential (RI2)”. Variances are included in the proposal for a projection beyond the vertical height envelope.

Designer, Xi Chen, Chen Design Studio, provided a brief presentation, including:

- The subject site would be subdivided with a two-unit duplex building on each lot;
- Architectural form and character is similar to adjacent single-family, duplex, and two-storey townhouse residences;
- Aging-in-place features are provided in all units, and the rear “B” units will be convertible, with widened doors, stairs and corridors, framing and electrical elements for a future stair lift, and a convertible washroom; and
- Sustainability features include permeable pavers, low flow fixtures and faucets, water efficient appliances, and dual flush toilets, electrical lighting motion sensors and timers in the public area, low-E glazing, as are low emitting materials, and operable windows.

Staff advised that the unique zone “Infill Residential” was created specifically for the Atchison Road/Bennett Road area; the zone has no requirement for a communal outdoor amenity space, and the design scheme includes attached garages with additional parking off the lane.

McBurney Drive resident, Mr. Bob Harrison, addressed the Panel with the concern that a 3:30 p.m. start time for a Panel meeting was inconvenient for some residents.

No public correspondence was received regarding the application.

In response to Panel discussion, Ms. Chen and Landscape Architect, Mr. Masa Ito, of Ito and Associates, Landscape Architects, advised that:

- The zoning requirement of 0.5 parking spaces per bedroom, or three (3) spaces per lot, is achieved;
- Rear lane access is provided from Acheson Road, with parking and garages in the rear;
- The landscape scheme includes a patio space at the front of each unit and street trees; and
- An open arbour denotes the main entrance to the site.

Discussion ensued between the Panel and Mr. Ito regarding:

- All parking is at the rear of the subject site, and a pathway in the centre of the site features some low landscaping to soften the edges;

- The fence could be moved further north, to allow additional landscaping elements; and
- No outdoor amenity space is provided on site, but the project is located close to the City's Brighthouse Park, an area that offers outdoor space.

Discussion continued with the Panel questioning the appropriateness of: (i) perimeter fencing as a solution to adjacency issues; (ii) a lack of outdoor space; (iii) reliance on Brighthouse Park for outdoor activity for children; (iv) questionable safety for children accessing Brighthouse Park; and (v) the general lack of quiet outdoor space on the subject site.

In response to a query from the Chair, staff advised that if the applicant moved the garages northward without land dedication, vehicles might have a problem manoeuvring onto the half lane.

The Panel referred the application back to staff for further examination of:

- i. The landscaping scheme;
- ii. Presentation to the lane;
- iii. Access to the site;
- iv. On-site parking; and
- v. Provision of useable outdoor space for each unit.

At the Panel meeting on January 11, 2012, Designer, Xi Chen, of Chen Design Studio, advised that the following revisions to the development had been made:

- The garages have been detached from the principal building to create more amenity space, and shifted to improve access;
- A lattice fence had been developed to make the amenity space more open and more useable by residents; and
- Revisions have been made to the landscaping scheme by making more planting area available.

In response to the Chair's question, the applicant confirmed that the garages are now detached, not attached to residential units, so that each residential unit now had a rear yard space.

Staff advised that the rear residential units previously had no private amenity space, that the applicant has addressed this issue, and now each rear unit includes a private amenity space. In addition, there is a small communal amenity space with a sandbox, and permeable paving in the driveway enhances the appearance of the development.

In response to the Chair's query regarding vehicles turning in the lane, staff confirmed that the turning template is large enough for drivers to make turns.

Public correspondence was received regarding the application from Salt Spring Island residents in favour of the proposed development and requesting upgrades to the sidewalks on Bennett Road.

The Panel expressed appreciation to the applicant for the changes made to the design scheme.

The Panel recommends that the Permit be issued.

DP 10-538908 – DOUG MASSIE, ARCHITECT OF CHERCOVER MASSIE & ASSOCIATES LTD.
– 8851 HEATHER STREET

(January 11, 2012, November 30, 2011, and July 13, 2011)

The Panel considered an application to permit the construction of a two-storey daycare building for approximately 60 children on a site zoned Assembly (ASY). Variances are included in the proposal for reduced side yard setbacks, reduced parking setback from a public road, and to allow 54% small car parking spaces (8 small car parking spaces of total 15 spaces).

At the July 13, 2011 Panel meeting, Architect, Mr. Doug Massie, of Chercover Massie & Associates Architecture and Engineering, and Landscape Architect, Mr. Mark Van Der Zalm, provided a brief presentation, including the following:

- The youngest children are located on the ground floor, older children on the second floor;
- Building materials include brick and stucco, and colours include sand, grey, white and brown;
- The landscape design combines sustainability, privacy, and a play area in the rear yard;
- The surface parking area has permeable pavers and screening with planting, trees and hedges;
- The children's play area in the rear yard is fully enclosed with a solid wood fence and lockable gates; it is meant to be an "adventure" area with: (i) a small hill; (ii) a lawn space for play; (iii) an open play area featuring rubber paving; and (iv) a wooden deck; and
- Two (2) poor condition trees will be removed and one (1) Japanese Maple tree will be retained.

Staff supports the application, and requested variances, and advised:

- With input from staff and the Advisory Design Panel, the building is residential in character;
- The requested reduced interior side yard is similar to the side yard for single-family homes;
- The requests to reduce the minimum public road parking setback and to permit small car parking spaces are not related to the proposed building, but to parking;
- The reduced landscape width along Heather Street was sufficient to provide screening; and
- The allowance of small car parking spaces would: (i) ensure that on-site manoeuvrability is not compromised; and (ii) provide enough spaces on site to avoid queuing of cars or parking along Heather Street as parents/guardians dropped off, and picked up children.

Heather Street resident, Mr. Raj Johal, addressed the Panel, submitted (i) a letter, (ii) a petition and (iii) photographs, and spoke in opposition to the proposal, including:

- A daycare would increase Heather Street traffic, congestion, and create safety concerns;
- Safety concerns of cars backing out onto the road and blocking traffic;
- The deep ditch at Dolphin Park limits two-way traffic, and a car or child may fall in;
- Dolphin Park is a small park that would have problems if another 60 children played there;
- Sidewalk is only provided half of the west side of Heather Street with limited street lighting;
- The quiet single-family neighbourhood would be negatively impacted by the childcare facility;

- Potential traffic calming measures would not address the fundamental safety problems; and
- What kind of parking would occur along the street.

Dolphin Court neighbour, Ms. Barbara Thomas-Bruzzese, submitted a letter, and spoke in opposition to the proposal, including:

- It was not in the best interest of children to build a child care facility on a street with a ditch;
- The vacant church was small, and the site is not appropriate for a daycare for up to 60 children;
- The facility owners should not use a City park for a large day care group; and
- With the ditch, Heather Street is adequate for one (1) vehicle, not for two-way traffic.

Public correspondence was received regarding the application.

The Chair advised that the project meets the Assembly zoning designation of the subject site.

In response Panel queries, Mr. Massie advised:

- The new neighbouring houses feature few side widows, ensuring minimal impact;
- There is no overlook issue with limited balcony access, and minimal overlook from the deck;
- There will be no change in grade to the north and south lots, which are both higher;
- The new street light on Heather Street will be retained, but relocated slightly;
- The building was specifically designed to equal the scale of other buildings in the area;
- The daycare, on St. Alban's Road, has more children, similar parking, and no street parking;
- Daycare hours are from 7:00 a.m. to 6:00 p.m.;
- The garbage and recycling enclosure is at the south side of the building, with weekly private collection, probably on Saturday to avoid cars parked on site; and
- The Vancouver Coastal Health Community Care Facility Licensing office (CCFL) has reviewed the applicant's plans; has had only one or two comments for the applicant, and the interior space exceeds the CCFL requirement and incorporates a music room.

In response, staff advised:

- Parking on-site meets the bylaw requirement, the parking design is intended to prevent vehicles from backing out onto the street; parents are required to park and enter the building;
- Transportation staff is aware of the traffic speeding concern, and a traffic calming survey will occur during 2011; and measures may be implemented depending on the outcome;
- Transportation staff is comfortable with the size and characteristics of the parking area;
- The adjacent roadway system has the capacity to accommodate the additional traffic;
- The City ultimately plans for a continuous sidewalk to Francis Road with future development, and new sidewalk was constructed through recent rezoning of the property to the south; and

- Extending the sidewalk on the east side of the street adjacent to Dolphin Park would need to be included in the list of annual capital projects.

Discussion ensued among the Panel members, including the following:

- Many questions had been raised; and although staff had investigated the parking, traffic, and safety issues, further consultation with the community was warranted;
- Issues such as: (i) adequacy of the parking plan; (ii) vehicles having to back in/back out; and (iii) accessing Dolphin Park across the road, would benefit from further examination;
- City parks, including small ones, are available to everyone, including daycares; and
- Good work had been done, and the project was worth additional work.

The Panel decided that the Development Permit application be referred back to staff for further:

- (a) Consultation with residents of the neighbourhood; and
- (b) Examination of on-site parking/manoeuvring and pedestrian/vehicle traffic on Heather Street.

At the November 30, 2011 Panel meeting, Mr. Massie provided a brief presentation, including:

- The applicant hosted an Open House meeting attended by seven (7) neighbourhood residents;
- The zoning is intended for larger sites and will not accommodate a building; the request to vary the interior side yard is to enable the site to accommodate a building;
- The request to reduce the minimum public road parking setback is to provide the required parking spaces and to accommodate screening landscape elements to be neighbour-friendly;
- From experience with three (3) daycares in Richmond and parking accumulation; the parking area configuration and vehicle traffic flow for the Heather Street facility will work well; and
- Unlike preschools where there is congestion, typically, arrival and departure for a childcare facility are spread over a two-hour period, such as 7:00 a.m. and 9:00 a.m. for drop off, and 3:00 p.m. to 5:00 p.m. for pick up; so the number of cars should not create a major problem.

Staff supports the application and the requested variances, and advised that:

- If this was single-family development, a larger floor area would be allowed on the subject site, and that the site provides the potential for two (2) residences, each of them large;
- The applicant had addressed Panel's request for consultation with neighbourhood;
- In response to Panel's request for an examination of on-site parking and manoeuvring, as well as pedestrian and vehicle traffic on Heather Street, the subsequent Staff Report advises that parking is adequate, and the surface parking area allows for manoeuvring by vehicles.

Heather Street resident, Mr. Raj Johal, addressed the Panel, submitted a copy of a letter dated July 7, 2011, including a petition and photographs, and spoke in opposition to the proposal, including:

- The building is too big and would impact the liveability of neighbourhood;

- Heather Street is too narrow and should be a one-way street or no street parking at any time;
- The former church was used one (1) day a week, but a childcare centre is used five (5) days a week;
- The ditch is a safety hazard, not appropriate at a park, and neighbours want it covered; and
- The applicant's request for variances imposes on the neighbour to the south of the subject site.

A resident of Dolphin Avenue addressed the Panel and spoke in opposition to the application, due to traffic concern along Dolphin Avenue and Heather Street, a request for one-way streets in the neighbourhood, and that a child care facility for 60 children is too big.

Public correspondence was received regarding the application. Staff noted that the correspondents expressed concern regarding: (i) the narrowness of Heather Street; (ii) the danger of the ditch along Heather Street; (iii) insufficient parking spaces for the proposed facility; and (iv) the effect of a noisy child care facility of a quiet neighbourhood.

In response to Panel queries, Mr. Massie and Mr. Singh provided the following information:

- The 15 parking spaces meet the bylaw requirements; his experience is that staff use public transit, or carpool, and arrival times vary, so 15 spaces is likely more than enough;
- At the Open House meeting, neighbourhood residents were concerned about: (i) Heather Street traffic issues; (ii) changes to the neighbourhood; (iii) the open ditch; and (iv) privacy issues;
- To address privacy, glazed panels were added to the balcony rail to provide sound proofing;
- The facility accommodates 36 toddlers (1 to 3 years old), and 24 children (3 to 5 years old);
- The landscape design changes include: (i) increased amount of a retained hedge; and (ii) hedge infill with a lattice and climbing plants, adding privacy and some sound proofing;
- The size of the proposed building would be roughly the same as a single-family home;
- There are north-facing windows, but they are not aligned with the neighbours windows;
- The surface parking area would be surrounded with six (6) shade trees, hedges, shrubs and a bioswale to help with on-site water detention;
- On the north side of the proposed building a gravel base was proposed with no access, and on the south side of the proposed building, no landscaping elements are proposed; and
- Lattice with vine planting could be added to the fence to provide buffering in the reduced side yards; there may be room for a narrow Evergreen; and the south side yard would need openings for gates and accessibility.

In response to the concerns expressed, Transportation and Planning staff advised:

- A licensed childcare facility falls under Provincial legislation, does not qualify as a school, and the proposal fits within the existing zoning;
- Transportation staff will conduct a survey in the neighbourhood in December, 2011, and if supported by the neighbourhood, traffic calming measures will be implemented in 2012;

- A speed survey conducted in April, 2010, confirmed that speeds on Heather Street exceeded the posted speed limit, and that traffic calming measures could remedy the situation;
- The applicant will complete their fronting sidewalk, to connect to the existing sidewalk;
- On-street parking in front of the subject site is limited due to driveways and fire hydrants;
- There is sufficient space for two (2) cars to pass on Heather Street, but where there are parked cars on the shoulder, room is limited; and
- "No Stopping" signs will be added along the east side of Heather Street. Transportation staff will monitor the need for additional signage along the Heather Street frontage.

The Chair stated that he supports the application, but that prior to the application going forward to a future Council meeting, the applicant should address the side yards, with a combination of structure, plantings, vertical elements, and ensure that the changes meet staff's satisfaction.

Subsequent to the Panel meeting, the applicant revised the landscape design to include a combination of narrow hedge planting, trellis structures and vine planting to provide screening in the north and south side yards.

The Panel recommended that the Permit be issued.

At the Council meeting of December 19, 2011, Council carried the resolution that the Development Permit be referred back to the Development Permit Panel. At the Council meeting, there was a brief discussion about concerns expressed by residents on Heather Street related to the form and character of the proposal, traffic in the area, and consultation.

At the January 11, 2012 Development Permit Panel meeting, Mr. Massie and Mr. Singh provided a brief presentation, including:

- Neighbour concerns regarding traffic, the lack of sidewalks and the ditch on Heather Street are items beyond the responsibility of the applicant; who has no way of responding to these matters;
- As a typical Richmond street, Heather Street can handle many more cars than it does at present. None of the other daycare centres designed by the firm have created traffic issues, and the volume of cars for the childcare facility will have minimal impact on Heather Street traffic;
- The number of parking spaces meets the City's zoning bylaw requirement, a variance is requested to allow small car stalls, which is the reason behind the request for the variance;
- The proposed building has been designed to meet Provincial standards for childcare facilities. The proposed design has been reviewed by Vancouver Coastal Health Community Care Facilities Licensing (CCFL), and meets their criteria to obtain a license to provide child care in the proposed building;
- The proposed daycare is a business operation, with no subsidy or funding available from government, and, due to the demand for the service and the demand for quality care, suitable experienced staff must be engaged for the facility. Operators of childcare facilities do not get rich by providing this necessary service;
- Exterior lighting will not project light past the property lines at 8851 Heather Street;

- Regarding the issue of fire hazard, raised by a neighbour, no fire hazard is posed by this project; a fire sprinkler system and a fire alarm system will provide more fire protection to the proposed building than a typical residential home, and the proposed building is designed to meet the current B.C. Building Code, which requires adequate exit facilities. There are no activities that will create a fire hazard;
- The south side deck provides open area for quiet circle-type play and instruction. Active play will occur in the back yard, or in Dolphin Park. The deck features a 5 ft. high metal guard rail with frosted safety glass, which will prevent overlook from the deck and will contain noise;
- There are no windows on the upper floor which overlook the neighbour to the south because of: (i) the high rail on the deck; and (ii) the distance back from the property line. There are no windows at ground level and there is a 6 ft. high fence on the property line;
- Additional Cedar hedging is proposed along portions of the north and south property lines;
- Trellis with Evergreen vine planting will fill in gaps in the hedge on top of the fence; and
- Over time, the Cedar hedges will grow higher than the fence, and will provide noise mitigation.

Staff advised that:

- Concerns raised by the neighbourhood, regarding traffic, parking, and safety issues, were taken very seriously;
- With single-family redevelopment, it is possible that a larger building area would be allowed;
- The requested 1.2 m minimum interior side yard setback variance is identical to the minimum setback acceptable for a single-family residence. The Assembly Zone applies to larger lots, and any assembly use on small lots requires a variance.

Heather Street resident, Mr. Raj Johal, who had also submitted a letter, addressed the Panel in opposition to the proposed development. Mr. Johal requested "No Stopping" signs be installed in front of the subject site to avoid parents parking on the road. Mr. Johal expressed the concerns that the proposed use was a commercial school, the required side yard setback was 7.5 m, and a compromise would be 3 m.

Dolphin Court neighbour, Ms. Barbara Thomas-Bruzzese, submitted a letter, submitted photographs, and addressed the Panel in opposition to the proposed development with the following concerns: (i) the site is not large enough for the proposal; (ii) the building is too large for the street; (iii) Heather Street is narrow, has a ditch, and limited parking; (iv) the yard has been neglected and the building has been stripped; (v) the number of people; (vi) the proposed childcare spaces exceeds the need in the Broadmoor Area; (vii) Dolphin Park has been incorrectly referred to as Heather Park; and (viii) noise.

Mr. Donald Lee addressed the Panel in opposition to the proposed development on behalf of Heather Street neighbour Ms. Alice Chan, who had also submitted two letters. Mr. Lee listed the following concerns: (i) road safety; (ii) ineffectiveness of road signage; (iii) drivers backing out of site and blocking traffic; (iv) noise from children and vehicles; (v) upper floor balcony facing the neighbour's bedrooms; and (vi) low demand for a childcare facility in the area.

Heather Street resident, Mr. Lorne Soo, addressed the Panel in opposition to the proposed development with concerns regarding increased traffic and the progress of the application in light of the neighbours' concerns.

Heather Street resident, Ms. Christine Tu, addressed the Panel in opposition to the proposed development with concerns regarding: (i) narrowness of the street; (ii) lack of sidewalks along both sides; (iii) the open ditch; (iv) the area is not safe for children; (v) parents parking in front of homes; (vi) traffic delays to the resident morning commute; and (vii) noise.

Heather Street neighbour, Ms. Lisa Chan, addressed the Panel in opposition to the proposed development with concerns regarding: (i) the building and outdoor play space were too small for the children; (ii) noise; (iii) the weather was rainy, cloudy and cool; (iv) the open ditch and black ice.

Heather Street resident, Ms. Linda Chen, addressed the Panel in opposition to the proposed development with concerns regarding inadequate parking provision.

A Heather Street resident addressed the Panel in opposition to the proposed development with concerns regarding the petition submitted in July, 2011 and inadequate signage on the subject site.

Heather Street resident, Mr. Miao, addressed the Panel in opposition to the proposed development with concerns regarding: (i) noise; (ii) traffic issues; and (iii) parking issues.

Heather Street resident, Mr. Dave Hay, addressed the Panel in opposition to the proposed development with concerns regarding: (i) lack of parking; (ii) parking lot design and drivers backing out onto the road; (iii) open ditch; and (iv) the viability of Cedar hedging in the side yards.

Heather Street resident, Mr. Chen, addressed the Panel in opposition to the proposed development with concern that the road shoulder turns soft in the rain, and cars could slide into the ditch.

Dolphin Court neighbour, Mr. Jim Bruzzese, addressed the Panel in opposition to the proposed development with concerns regarding: (i) noise mitigation at the rear of the subject site; (ii) what would happen if his fence at the rear of the subject site were damaged; and (iii) parents parking and leaving their cars unattended and idling along Heather Street.

Public correspondence was received regarding the application.

Discussion ensued among Panel members, Mr. Massie and Mr Singh, and the following advice was provided:

- The daycare balcony guardrail is required to be 5 ft. feet high;
- To ensure that children are contained safely on the property: (i) the play area is located at the rear and is contained with fencing and gates; (ii) children are under parents' care at the front of the building; and (iii) there are gates at the top and bottom of the deck area;
- Parents dropping off children would do so on weekdays only, not on weekends, by parking on-site and escorting the children into the building;
- Nine (9) parking spaces were provided for the 12 teachers, which meets the City's and the CCFL's requirements;

- The selected species of Cedar would grow well, with pruning maintenance, in a confined space;
- The play area in the rear was designed to absorb sound with (i) a soft play area surface; (ii) a grassed play area; and (iii) new ground cover planting along the current hedge;
- The existing hedge would be retained, the lower portion of the hedge has been trimmed, and a variety of ground cover elements would be added along the base of the hedge; and
- The informational signage was installed on the site, had gone missing, and was replaced.

In response to the Panel discussion, Transportation staff advised:

- In December 2011, Transportation staff sent a traffic survey to 19 homes in the neighbourhood, asking whether residents were in favour of speed humps as a traffic calming measure. Survey respondents have until Friday, January 20, 2012 to submit responses, and staff will report on the outcome to Council at the Monday, January 23, 2012 Council meeting;
- Parking is permitted on Heather Street, but that there is very little opportunity to park due to: (i) "No Parking" signs on the east side of the street, where the open ditch is located; (ii) driveways; (iii) fire hydrants; and (iv) required clearance from intersections;
- If they alternate, cars going in opposite directions can pass with cars parked on Heather Street; and
- Staff would look into the idea of "No Stopping" signage on Heather Street to discourage parents from parking on the street.

In response to Chair queries, staff advised that:

- A sign was installed that provided information regarding the Development Permit application. The site was zoned "Assembly", and no rezoning was necessary for this application; and
- The request for a parking variance is to increase the number of small parking spaces on the site.

The Chair advised that:

- Photographs indicated that recent pruning had exposed gaps in the hedge. He suggested that the hedge not be pruned any further, and landscaping elements be selected to fill in the gaps;
- The project was contentious, but the mandate of the Development Permit Panel is to examine building form and character, not zoning issues. A childcare facility is a permitted use on the site, and that if the requested variances were rejected, the applicant could still apply for and pursue a childcare facility for the site; and
- The applicant had taken steps to mitigate the impact of the proposed facility.

The Panel advised that:

- They supported the idea to have "No Stopping" signage on Heather Street in order to discourage parents of children from dropping off their children anywhere other than on the subject site;
- No further pruning of the existing hedges take place;
- Communication with neighbours was important;

- The applicant should address the sensitivity of the neighbourhood;
- Transportation staff would be engaged in the traffic issues; and
- The applicant should immediately clean up the subject site.

The Panel decided that it recommended that the Permit be issued after such time as the following conditions be completed before the Development Permit proceed to a meeting of City Council:

- The applicant clean up the site;
- The City's Transportation Department staff review and confirm that the suggested "No Stopping" signage can be installed on Heather Street; and
- The City's traffic survey results in the Heather Street neighbourhood be made available to Council.

Subsequent to the Panel meeting:

- An unknown individual illegally dumped what appeared to be truckloads of construction debris onto the subject site;
- The owner cleaned up the site, including the illegally dumped debris, secured the abandoned building; installed security fencing along the Heather Street frontage, and installed a new replacement sign with information regarding the Development Permit application; and
- Transportation staff confirmed that the suggested "No Stopping" signage will be installed on Heather Street; and
- Transportation staff will provide the survey results at the January 23, 2012 Council meeting.

The Panel recommends that the Permit be issued.



General Purposes Committee

Anderson Room, City Hall
6911 No. 3 Road

Monday, January 16, 2012
4:00 p.m.

Pg. # ITEM

MINUTES

- GP-3** *Motion to adopt the minutes of the meeting of the General Purposes Committee held on Monday, December 12, 2011.*



COMMUNITY SERVICES DEPARTMENT

- GP-13** 1. **VANCOUVER AIRPORT FUEL DELIVERY PROJECT – ENVIRONMENTAL ASSESSMENT UPDATE**
(File Ref. No.) (REDMS No. 3437242)

TO VIEW eREPORT CLICK HERE

See Page **GP-13** of the General Purposes agenda for full hardcopy report

Designated Speaker: Cecilia Achiam

STAFF RECOMMENDATION

- (1) *That having reviewed the Vancouver Airport Fuel Delivery (VAFD) proposed Highway 99 Addendum pipeline route option, the City reiterate its position by stating that City Council continues to be opposed to the transportation of jet fuel on any arm of the Fraser River;*
- (2) *That the City continue to participate in the EAO and Oil and Gas Commission processes; and*

- (3) *That the City engage with the provincial Ministry of Transportation on the review of issues related to the Highway 99 route proposal.*



PROJECT DEVELOPMENT & FACILITY MANAGEMENT
DEPARTMENT

GP-35

2. **RICHMOND OLYMPIC OVAL – LEGACY CONVERSION UPDATE**
(File Ref. No. 06-2050-20-ROO/Vol 01) (REDMS No. 3420098 v.3)

[TO VIEW eREPORT CLICK HERE](#)

See Page **GP-35** of the General Purposes agenda for full hardcopy report

Designated Speaker: Greg Scott

STAFF RECOMMENDATION

That the adjustment of the remaining legacy conversion projects and funding as outlined in the staff report entitled “Richmond Olympic Oval – Legacy Conversion Update” dated January 13, 2012, by the Director, Project Development, be approved.



ADJOURNMENT





General Purposes Committee

Date: Monday, December 12, 2011

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Linda Barnes
Councillor Evelina Halsey-Brandt
Councillor Ken Johnston
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves

Absent: Councillor Derek Dang

Call to Order: The Chair called the meeting to order at 4:07 p.m.

AGENDA ADDITIONS

It was moved and seconded

That the following matters be added to the agenda: Item No. 5 - City Subsidized Events and Exclusive Commercial Arrangements; and Item No. 6 - The Onni Site.

CARRIED

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on Monday, November 7, 2011, be adopted as circulated.

CARRIED

BUSINESS & FINANCIAL SERVICES DEPARTMENT

1. **ROKAPA MANAGEMENT LTD., DOING BUSINESS AS WELL PUB
6511 BUSWELL STREET RE-LOCATION OF LIQUOR PRIMARY
LICENCE**

(File Ref. No. 12-8275-05/2011-Vol 01) (REDMS No. 3405681)

Glenn McLaughlin, Chief Licence Inspector & Risk Manager, advised that the City provides comments to the Provincial Liquor Control and Licensing Branch (LCLB) on noise, traffic and community impact, however there will not be such an impact from the relocation the existing Liquor Primary License Area to another area within the same premises.

A discussion ensued about:

- the history of the establishment's business license applications, and whether it would be appropriate for the City to provide comments;
- the pub's interior physical set up and additional seating in the Food Primary area;
- the LCLB regulation which stipulates that an establishment may have one liquor license for each retail store; and
- whether it is acceptable to move the Well Pub in Legends to an area of dormant space within the establishment.

Staff was requested to provide further information on the rules and regulations related to the matter as well as concerns related to the relocation of the Well Pub within the premises and any related community impact.

It was moved and seconded

That the liquor license amendment application submitted by Rokapa Management Ltd., doing business as Well Pub, to re-locate their liquor primary licensed area within the premises, be referred back to staff to provide further information on the details regarding having one pub with two liquor licenses with a dormant seating area and whether the application would have any impact on the community.

The question on the motion was not called, as discussion ensued about the application of LCLB rules in relation to the establishment's specific scenario.

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

General Purposes Committee

Monday, December 12, 2011

CORPORATE SERVICES DEPARTMENT

2. 2011 GENERAL LOCAL AND SCHOOL ELECTION – OFFICIAL RESULTS

(File Ref. No.: 12-8125-01) (REDMS No. 3415375)

David Weber, Director, City Clerk's Office, was available to answer questions.

It was moved and seconded

- (1) *That the Declaration of Official Results for the 2011 General Local and School Election (attached to the report dated November 30, 2011 from the Chief Election Officer) be received for information by Richmond City Council in accordance with the requirement of Section 148 of the Local Government Act; and*
- (2) *That staff report back on the election program generally and on the various new initiatives that were implemented for the 2011 election.*

The question on the motion was not called, a discussion ensued about:

- the number of spoiled ballots in the 2011 Election. It was noted that the most common reason for spoiled ballots results from over-voting for a particular competition, and that the number of spoiled ballots in 2011 was not unusual;
- how the automated vote counting machines alert voters about spoiled ballots. Voters are then given an opportunity to check their ballot and request a new one. In rare cases when an elector chooses not to fill out a new ballot, the machine is capable of accepting the spoiled ballot, however the machine will only tabulate valid votes for any particular contest, and votes for contests that were over-voted would be rejected;
- concerns from voters about voting places that were not used in the 2011 Election, but have been open in previous years;
- accessibility issues at the General Currie voting location, it was noted that voters had to walk a long way to arrive at the school's gym doors, and in past elections the front doors have been open;
- how the City Centre had been under serviced in previous years, making it necessary to redistribute voting places in 2011 to the area from other areas in the City; and
- the feasibility of expanding the number of voting places in the future.

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

General Purposes Committee

Monday, December 12, 2011

3. 2012 COUNCIL AND COMMITTEE MEETING SCHEDULE

(File Ref. No.: 01-0105-00) (REDMS No. 3350243)

It was moved and seconded

That the 2012 Council and Committee meeting schedule, attached to the staff report dated December 6, 2011, from the Director, City Clerk's Office, be approved, subject to the following revisions as part of the regular August meeting break:

- (1) *That the Regular Council Meetings (open and closed) of August 13 and August 27, 2012 be cancelled;*
- (2) *That the August 20, 2012 Public Hearing be re-scheduled to Wednesday, September 5, 2012 at 7:00 pm in the Council Chambers at Richmond City Hall.*

CARRIED

COMMUNITY SERVICES DEPARTMENT

4. PROCESS FOR EVALUATING AND APPROVING REQUESTS FOR FINANCIAL SUPPORT FOR MAJOR SPORTING EVENTS

(File Ref. No.:) (REDMS No. 3423236)

Cathryn Volkering Carlile, General Manager, Community Services, joined by John Mills, General Manager, Richmond Olympic Oval, and Mike Romas, Manager, Sport Hosting, circulated a revised version of Attachment 1 - *City of Richmond Sport Hosting Task Force - Amended Terms of Reference*, which is attached, and forms part of these minutes as Schedule 1.

A discussion then took place about:

- further amending Attachment 1 - *City of Richmond Sport Hosting Task Force - Amended Terms of Reference*, to include a fourth bullet under the title "Purpose", to state that review and recommendation on the allocation of funding for sporting events over \$25,000 be undertaken by the General Purposes Committee, through staff for final approval;
- providing all members of Council with a copy of the Sport Hosting Strategy Implementation Plan;
- Major Sport Event Eligibility Guidelines, in particular the rationale for limiting the Major Sport Events that will be considered during a single calendar year to three in order to stay within the \$500,000 annual contribution budget towards sport hosting;

General Purposes Committee

Monday, December 12, 2011

- the difference between bidding and hosting. A bid requires a business case and a budget which provides information on how much of an investment would be needed;
- the definition of a Major Sport Event; and
- the role of Council to handle any events that may be considered unconventional.

It was moved and seconded

(1) *That recommendations 1 through 4 as outlined in the report entitled "Process for Evaluating and Approving Requests for Financial Support for Major Sporting Events" from the General Manager, Richmond Olympic Oval, be approved; and*

(2) *That Attachment 1 "City of Richmond Sport Hosting Task Force Amended Terms of Reference" be amended by adding the following sentence:*

"to review and make recommendation on the allocation of funding for sporting events over \$25,000 to the General Purposes Committee, through staff, for final approval,

to the Purposes section of the Terms of Reference.

CARRIED

5. CITY SUBSIDIZED EVENTS AND EXCLUSIVE COMMERCIAL ARRANGEMENTS

A brief discussion ensued about concerns related to City subsidized events for which organizers make exclusive arrangements with businesses such as hotels. Comments were made about the necessity for guidelines and Committee members expressed their views on the fairness of exclusive arrangements.

It was moved and seconded

That staff report back on a policy for City subsidized events and the possibility of non-exclusive commercial arrangements.

CARRIED

6. ONNI SITE

A brief discussion ensued about concerns related to damage to the boardwalk in Steveston resulting from construction at the Onni site. Joe Erceg, General Manager, Planning and Development, and Robert Gonzalez, General Manager, Engineering and Public Works, advised that a stop work order had been put in place at the site, and staff were now monitoring the dyke. The developer has had a technical engineer visit the site, and must now make a determination on how to proceed forward with the restoration of the dyke without disturbing it further.

General Purposes Committee

Monday, December 12, 2011

It was suggested that an alert be put along the boardwalk to advise the public that the City is aware of and is addressing the issue.

It was moved and seconded

That the oral report on the Onni Site in Steveston be received for information.

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:00 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 12, 2011.

Mayor Malcolm D. Brodie
Chair

Shanan Dhaliwal
Executive Assistant
City Clerk's Office

Refers to Item #4
General Purposes Agenda
December 12, 2011

Schedule 1 to the minutes of the
General Purposes Committee
meeting held on Monday, December
12, 2011

ATTACHMENT 1

**CITY OF RICHMOND
SPORT HOSTING TASK FORCE**

Amended TERMS OF REFERENCE (new amendments in bold)

Vision

The vision for the City of Richmond's Sport Hosting Strategy is to be the premier sport hosting community in Canada for provincial, national and international events while growing and integrating our local sport community.

Purpose

The Task Force is intended to be a small working group contributing to the success of the Richmond Sport Hosting Program. The purpose of the Sport Hosting Task Force is:

- to provide advice and guidance to the Richmond Sport Hosting Office,
- to review and decide on sport hosting incentive grant funding,
- to review and decide on the allocation of funding up to \$25,000 for up to (3) three sport events in a calendar year where financial support is either more than the current hosting incentive grant limits or the event is outside the hosting incentive grant program criteria

Membership

The Richmond Sport Council, Richmond Olympic Oval Corporation, Tourism Richmond and the City of Richmond will be represented on this Task Force.

The Manager, Sport Hosting and Manager, Sports & Community Events will represent the City of Richmond. The City will invite each of the partners to submit names of a representative and an alternate (in case of illness to representative) to serve on the Task Force.

Members are expected to attend all meetings. If a member is unable to attend a meeting, an alternate is required.

The Sport Hosting Task Force has the authority to create sub committees to work on a variety of initiatives. Sub committees may include members from outside the Task Force.

The City of Richmond's Manager Sport Hosting, will chair the Task Force.

Term

The term of the Richmond Sport Hosting Task Force is directly aligned with the term of the Agreement between the City of Richmond and Tourism Richmond or earlier, if Council chooses.

The Sport Hosting Task Force members will have a three-year term, effective from their appointment.

Objectives and Expectations

The Sport Hosting Task Force will:

Seek staff, stakeholder and public input and feedback throughout the process.

Advise the City on building a unified vision and plan for sport hosting initiatives beyond 2010.

Offer the City ongoing advice to ensure the community of Richmond capitalizes on and receives the maximum benefits and legacies from future sport events hosted in Richmond.

Advise and identify opportunities that add value, dimension and benefit to the community.

Advise on opportunities to ensure the vision of the Sport Hosting Strategy is promoted and adhered to - *To be the premier sport hosting community in Canada for regional, provincial, national and international events while growing and integrating our local sport community.*

Advise on how to position Richmond as the preferred location and premier sport host for existing events and targeted regional, provincial, national and international events.

Offer ongoing advice to increase Richmond's capacity to host sporting events and conferences.

Review and decide on the allocation of sport hosting grants to eligible sport organizations.

Review and decide on the allocation of funding up to \$25,000 for major sport events where financial support is either more than the current hosting incentive grant limits or the event is outside the hosting incentive grant program criteria.

Review and make recommendation on the allocation of funding for sporting events over \$25,000 to the General Purposes Committee, through staff, for final approval.

Advise about ongoing initiatives to promote community involvement in sport hosting initiatives through local arts & culture and volunteerism.

Procedures

The Sport Hosting Task Force decision process is to be consensus based on most matters.

On funding decisions on the Richmond Sport Hosting Incentive Funds, a vote will be taken and the majority votes will determine the outcome. If there is a tie vote, the funding request is defeated.

If some members disagree with the Task Force's recommendations or activities, decisions will be recorded in the meeting records.

The Sport Hosting Task Force will receive administrative staff support services from the City for the preparation of agendas and recording of meetings.

Communications from the Sport Hosting Task Force to Council will be coordinated and managed through the Manager, Sport Hosting.

Council may amend these terms of reference at its discretion.

Copies of the agenda and minutes of the meetings will be circulated to the members of the Sport Hosting Task Force in advance.

The meetings will follow the City guidelines for open and closed meetings.

Meetings

The Sport Hosting Task Force will establish the meeting schedule annually and will be no less than four (4) meeting per year.

Experts, Guests and Delegations

The Sport Hosting Task Force may from time to time require experts or other representatives to attend meetings as presenters, advisors or observers because of their knowledge of the subject or as part of another project or consultation mechanism. The Chair will agree to such invitations in advance.

Code of Conduct

The Sport Hosting Task Force members are expected to be respectful towards each other and work cooperatively to achieve the common goals of the Sport Hosting strategy.

The Sport Hosting Task Force are drawn from a spectrum of community interests. The expectation is that each member will conduct themselves in the best interest of the community and sport in the City.

If there is a conflict of interest, it will be up to the member to remove himself or herself from the decision making process. When a grant application is considered by the Task Force, the member will have to remove themselves from the review and decision, if an application is from their organization.



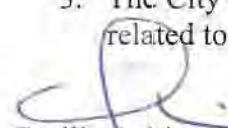
City of Richmond

Report to Committee

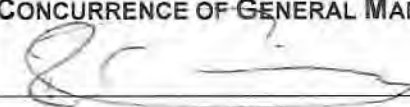

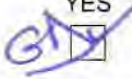
To: General Purposes Committee
From: Robert Gonzalez, P.Eng.
General Manager, Engineering and Public Works
Date: January 5th, 2012
File:
Re: Vancouver Airport Fuel Delivery Project - Environmental Assessment Update

Staff Recommendation

1. That having reviewed the Vancouver Airport Fuel Delivery (VAFD) proposed Highway 99 Addendum pipeline route option, the City reiterate its position by stating that City Council continues to be opposed to the transportation of jet fuel on any arm of the Fraser River;
2. That the City continue to participate in the EAO and Oil and Gas Commission processes; and
3. The City engage with the provincial Ministry of Transportation on the review of issues related to the Highway 99 route proposal.


Cecilia Achiam, MCIP, BCSLA
Interim Director, Sustainability and District Energy
Senior Program Manager, CPMG, CAO's Office
(604-276-4122)

Att. 5

FOR ORIGINATING DEPARTMENT USE ONLY					
ROUTED TO:		CONCURRENCE		CONCURRENCE OF GENERAL MANAGER	
Real Estate Services.....	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				
Engineering	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				
Fire Rescue	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				
Parks and Recreation	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				
Policy Planning	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				
REVIEWED BY TAG		YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	REVIEWED BY CAO	
				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
					

Staff Report

Origin

On December 6th, 2011 a memorandum was sent to Mayor and Councillors to provide an update on the status of the Vancouver Airport Fuel Delivery (VAFD) Project under the harmonized provincial/federal environmental assessment review process. On April 28th, 2011 the Environmental Assessment Office (EAO) temporarily suspended the Environmental Assessment (EA) after receiving a request for suspension from the proponent, Vancouver Airport Fuel Facilities Corporation (VAFFC), in order to evaluate a possible alternate route along Highway 99 for a section of the fuel delivery pipeline.

Members of the EAO Working Group, including the City of Richmond, provided comments on the *Highway 99 Addendum* in December 2011. Upon review of the *Highway 99 Addendum* (Highway 99 Pipeline Route Option-**Attachment 1**) and Working Group comments the EAO lifted the suspension of the VAFD Project, resuming the EA timeline to day 70 of a 180 day review period as of January 4th, 2012 (**Attachment 2**).

This report provides an expanded version of the December 6th memorandum update (**Attachment 3**) and includes a recommendation for future City involvement in the VAFD EA.

Analysis

As indicated in the December 6th, 2011 memorandum, the most recent Council position on the VAFD project is as follows:

At the Regular Council Meeting of Monday September 12th, 2011, the following items were carried:

- (1) That the "Jet Fuel Pipeline Update" report dated September 7, 2011 from the General Manager of Engineering & Public Works, be received for information;*
- (2) That the intent of the April 4, 2011 Council Resolution on the Vancouver Airport Fuel Delivery Project Proposal (Resolution No. SP11/5-1) be clarified by stating that Richmond City Council is opposed to the transportation of jet fuel on any arm of the Fraser River;*
- (3) That staff review and report by the end of October 2011 on:*
 - a) the options for various pipelines, including Cherry Point, as well as the feasibility of increasing the flow of the Kinder Morgan Pipeline;*
 - b) the recent study from the Federal Environmental Assessment Office, as well as any other information regarding potential risks;*
 - c) the timing and viability of truck traffic to Cherry Point; and*
 - d) potential fuel conservation measures at YVR;*
- (4) That staff identify the airlines that are part of the VAFFC consortium and that letters be sent to those airlines under the Mayor's signature expressing Richmond City Council's opposition to the proposal; and*
- (5) That letters be sent to the local MPs, MLAs, the Federal and Provincial Ministers of the Environment, the Prime Minister, the Premier, the Provincial and Federal Opposition Leaders, the VAFFC, Delta Council, and Metro Vancouver to clarify Richmond City*

Council's opposition to the proposal generally, and in opposition to the transportation of jet fuel on any arm of the Fraser River.

Prior to the question on Resolution No. R11/15-6 being called, staff were directed to provide an update regarding the implications for the City's emergency response in case of a fire or other disaster involving the jet fuel line or the proposed fuel storage facility. Staff were also directed to provide information related to Planning issues in connection to the proposed project.

A memorandum to Mayor and Councillors dated October 13th, 2011 responded to items 3, 4, 5 of the Council referral from September 12, 2011 (**Attachment 4**).

Current Status of Environmental Assessment Process

- The VAFD submitted the *Highway 99 Addendum Pipeline Route Option* document to the EAO for review in November, 2011. The EAO sent the *Highway 99 Addendum Pipeline Route Option* document to Working Group members on November 10th, 2011.
- Ministry of Transportation (MoT) has requested discussions with the City of Richmond prior to proceeding forward with the submission of the *Highway 99 Addendum Pipeline Route Option*, however, the proponent, as identified above, has submitted the *Highway 99 Addendum Pipeline Route Option* to the EAO. To date there have been no formal discussions between the City and MoT regarding the *Highway 99 Option*.
- The *Highway 99 Addendum Pipeline Route Option* document was accepted by the EAO and the suspension was officially lifted on January 4th, 2012.
- As identified in the *Project Schedule (Attachment 5)*, an Open House for the *Highway 99 Option* is scheduled for Jan 28th, 2012 as part of a 21 day public comment period for the *Highway 99 Addendum* information (i.e. January 11, 2012 to February 1st, 2012).
- Upon lifting the suspension, a first draft of the EAO Assessment Report and Table of Commitments will be circulated to Working Group members in mid-February, 2012.
- Overall comments to the original Project Application Review, separate from the *Highway 99 Addendum Pipeline Route Option* document, were due on December 12th, 2011. The EAO has granted a January 31st, 2012 extension to accommodate City of Richmond Council instruction as well as provide adequate time to ensure that all of the City's comments to date have been included and adequately addressed.

A separate Municipal Access Agreement (MAA) will be required for the pipeline crossing within municipally owned road right of ways. It should be noted that the Municipal Access Agreement, which is to be negotiated, is a tool to describe how the operations and maintenance implication of a jet fuel pipeline in a municipal roadway will be addressed. The MAA cannot preclude the installation of the jet fuel pipeline should it be approved by senior governments.

- The VAFD project is also subject to the Oil and Gas Act which is an independent process with specific technical requirements relating to pipeline design and construction. The EAO has indicated that the processes will be harmonized as best possible, however, there is uncertainty in regards to when the proponent will be submitting a full application to the Oil and Gas Commission (OGC). City participation in the pipeline design phase of the process is recommended.

The updated schedule (**Attachment 5**) outlines ambitious timelines to meet the 180 day review period that completes with a decision by the Ministers on June 6th, 2012. The timelines include: pipeline route selection; Public Consultation including submission of a Public Consultation Report by the proponent; draft Assessment Report; draft Table of Commitments; discussions regarding details and potential drafting of the Municipal Access Agreement(s); and an *EA Referral* submission to the Ministers for late April 2012. As mentioned above there will also be requirements for pipeline design and construction under the Oil and Gas Act which are not included in **Attachment 5**.

Separate from the EAO process, VAFFA has proposed to hold a public information and comment session for the proposed Vancouver Airport Fuel Delivery Project on Saturday, January 28, 2012 between 10:00 am and 2:00 pm at the East Richmond Community Hall at 12360 Cambie Road. A copy of the advertisement is included in **Attachment 6**.

Recommended Approach

Option 1: City continue to participate in the EAO and Oil and Gas Commission (OGC) processes while maintaining opposition to the VAFD project as clarified at the September 12th, 2011 Council meeting.

Staff propose that the City continue to participate in the EA process that has been undertaken since the initiation of the VAFD project. This option best protects the City's interests in the event of a positive Ministers decision for the EA/VAFD Project. The City's strong opposition to the proposed project will continue to be expressed throughout the EA process and other avenues. Continued staff participation in the EA process will best assure that adequate technical oversight and consideration is put toward City interests, in the event of a positive Ministerial decision. Participation in the EA process is particularly critical to assure comprehensive review and commentary, particularly related to the strong City, public, Working Group and First Nations concerns for aquatic impacts to the Fraser River (i.e. adequate spill response) and land based impacts related to fire response and event control. As well, staff participation can also assist to identify project information gaps and shortfalls that have the potential to influence a Ministerial decision.

With Council's support of this option, staff will also liaise with the Oil and Gas Commission (OGC) and formally request City participation in the design phase of the jet fuel pipeline. As previously mentioned, this aspect of the VAFD project is subject to the Oil and Gas Act which is an independent process to the EAO, yet undertaken simultaneously. To date the City has requested participation in the OGC process through the EAO Working Group. A formal request directly to the OGC will provide the City with greater certainty for this participation.

In addition to the above, staff recommend that communications be initiated with the MoT to review issues related to the *Highway 99* proposal.

This approach will best enable the City to continue to oppose the VAFD project while assuring that the City interests continue to be addressed and documented for Ministerial review and determination in June 2012.

Option 2: City of Richmond continues to oppose the VAFD Project and discontinues participation in the EAO process.

Option 2 is not recommended as the EAO process best enables opportunities for members of the EAO Working Group, including the City of Richmond, to collectively participate and comment on the various phases of the VAFD project. Opting out of the EA process would significantly reduce the City's ability to assert its concerns, influence the June 2012 Ministerial decision and have its interests addressed (e.g. Municipal Access Agreement).

Financial Impact

None at this time.

Conclusion

Option 1 will best serve the City's consistently strong opposition to the proposed jet fuel pipeline proposal while continuing to participate in the EAO process, Oil and Gas Commission process and facilitate discussions with MoT. As a member of the EAO Working Group, the City is better able to assure that its interests and concerns continue to be addressed and documented in order to influence a Ministerial decision this June.

A handwritten signature in blue ink, appearing to read 'Cecilia Achiam', with a stylized flourish at the end.

Cecilia Achiam, MCIP, BCSLA
Interim Director, Sustainability and District Energy
(604-276-4122)

CA:ld

Attachment 1	VAFD proposed Highway 99 Addendum Route Map	Doc 3445817
Attachment 2	Letter to Adrian Pollard from Province of BC – Suspension of Application Review	Doc 3440705
Attachment 3	Memo to Mayor and Council – VAFD EA Update Dec 6, 2011	Doc 3426280
Attachment 4	Memo to Mayor and Council – VAFD EA Oct 13, 2011	Doc 3362233
Attachment 5	VAFD Draft EA Schedule – Update Jan 5, 2012	Doc 3440707
Attachment 6	VAFD Public Information & Comment Session Advertisement	Doc 3445905

Highway 99 Pipeline Route Option - ATTACHMENT 1



Figure 2.3.1
Highway 99 Pipeline Route Option
 Vancouver Airport Fuel Delivery Project
 Highway 99 Pipeline Route Option Addendum to EAC Application





Telephone: 250-952-8507
 Facsimile: 250-356-7440
 File: 30050-20/VAFD-05-06

Ref: 101054

January 4, 2012

Adrian Pollard
 Project Director
 Vancouver Airport Fuel Facilities Corporation
 c/o FSM Management Group Inc.
 103-12300 Horseshoe Way
 Richmond BC V7A 4Z1

Dear Mr. Pollard:

Re: Suspension of the Application Review for the proposed Vancouver Airport Fuel Delivery Project

As you are aware, the *Prescribed Time Limits Regulation*, BC Reg. 372/2002 establishes a time limit of 180 days for review of an Application for an environmental assessment (EA) certificate under the *Environmental Assessment Act* (Act). Section 24(2) of the Act allows the Executive Director of the Environmental Assessment Office (EAO) to suspend the 180 day time limit at the request of the proponent. As the Project Assessment Director for the proposed Vancouver Airport Fuel Delivery Project (proposed Project), the Executive Director of EAO has delegated certain powers and duties to me, including the power under section 24 (2) of the Act.

On April 28, 2011, the EA of the proposed Project was suspended on day 69 of the 180 day review period at the request of the Vancouver Airport Fuel Facilities Corporation (Proponent). The purpose of the suspension was to provide the Proponent with sufficient time to provide additional information relating to an alternative pipeline route following highway 99 from Steveston Highway to Bridgeport Road.

.../2

Environmental
 Assessment
 Office

Mailing Address:
 PO Box 9426 Stn Prov Govt
 Victoria BC V8W 9V1

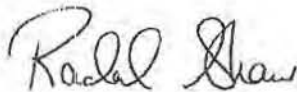
Location:
 1st & 2nd Fl - 836 Yates Street
 Victoria BC V8W 1L8

This additional information was received by EAO on November 3, 2011. The Working Group for the EA, including First Nations, were asked to review the Addendum and advise EAO on the completeness of the information provided. Following the Working Group review, I have determined that the information provided in the Addendum is sufficient to resume the timeline and lift the suspension under Section 24(2) of the Act, effective today.

As noted previously, EAO will hold a 21-day public comment period on the new Addendum information from January 11, 2012 to February 1, 2012. Additional Working Group meetings will also be held during the remainder of the review process.

If you have any questions, please feel free to contact me at 250-952-6507 or Rachel.Shaw@gov.bc.ca.

Yours truly,

A handwritten signature in cursive script that reads "Rachel Shaw".

Rachel Shaw
Project Assessment Director

pc: Carrie Brown, Manager
Port Metro Vancouver



City of Richmond

Memorandum Community Services Department Sustainability

To: Mayor and Councillors **Date:** December 6, 2011

From: Cecilia Achiam
Interim Director, Sustainability and District Energy **File:** 10-6125-01/2011-Vol 01

Re: **Vancouver Airport Fuel Delivery Project – Environmental Assessment Update**

The purpose of this memo is to provide an update on the status of the Vancouver Airport Delivery (VAFD) project under the harmonized provincial/federal environmental assessment review process led and coordinated by the British Columbia Environmental Assessment Office (EAO). The overall VAFD project application was accepted for review by the EAO on February 2011. The City has been participating as a member of the project working group since project initiation in the fall of 2009.

The proponent, Vancouver Airport Fuel Facilities Corporation (VAFFC), made a request to the EAO on April 28th, 2011 to temporarily suspend the Application Review in order to evaluate a possible alternate route for a section of the fuel delivery pipeline. The route option being investigated is a result of the City of Richmond Council suggestion that VAFFC explore a portion of the provincial Highway 99 right-of-way as an alternative to the No. 5 and Shell Road corridors in the current Application Review.

Most Recent Council Position

At the Regular Council Meeting of Monday September 12th, 2011, Richmond City Council the following items were moved and seconded:

- (1) *That the "Jet Fuel Pipeline Update" report dated September 7, 2011 from the General Manager of Engineering & Public Works, be received for information;*
- (2) *That the intent of the April 4, 2011 Council Resolution on the Vancouver Airport Fuel Delivery Project Proposal (Resolution No. SP11/5-1) be clarified by stating that Richmond City Council is opposed to the transportation of jet fuel on any arm of the Fraser River;*
- (3) *That staff review and report by the end of October 2011 on:*
 - a) *the options for various pipelines, including Cherry Point, as well as the feasibility of increasing the flow of the Kinder Morgan Pipeline;*
 - b) *the recent study from the Federal Environmental Assessment Office, as well as any other information regarding potential risks;*
 - c) *the timing and viability of truck traffic to Cherry Point; and*
 - d) *potential fuel conservation measures at YVR;*
- (4) *That staff identify the airlines that are part of the VAFFC consortium and that letters be sent to those airlines under the Mayor's signature expressing Richmond City Council's opposition to the proposal; and*
- (5) *That letters be sent to the local MPs, MLAs, the Federal and Provincial Ministers of the Environment, the Prime Minister, the Premier, the Provincial and Federal Opposition Leaders,*

the VAFFC, Delta Council, and Metro Vancouver to clarify Richmond City Council's opposition to the proposal generally, and in opposition to the transportation of jet fuel on any arm of the Fraser River.

Prior to the question on Resolution No. R11/15-6 being called, staff were directed to provide an update regarding the implications for the City's emergency response in case of a fire or other disaster involving the jet fuel line or the proposed fuel storage facility. Staff were also directed to provide information related to Planning issues in connection to the proposed project.

The question on Resolution No. R11/15-6 was then called, and it was **CARRIED**.

Current Status of Environmental Assessment Process

- The VAFD submitted the *Highway 99 Addendum Pipeline Route Option* document to the EAO for review in November. The EAO sent the *Highway 99 Addendum Pipeline Route Option* document out to Working Group members on November 10th, 2011.
- Ministry of Transportation (MoT) has requested technical input from City staff prior to proceeding with its official acceptance of the *Highway 99 Addendum Pipeline Route Option* document for inclusion as an option to be considered by as part of the current EAO review.
- Overall comments to the original Application Review, completely separate from the *Highway 99 Addendum Pipeline Route Option* document, are due December 12th, 2011. The EAO has granted a January 31st 2012 extension to accommodate Council instruction as well as provide adequate time to ensure that all of the City's comments to date have been included and adequately addressed.
- Once the *Highway 99 Addendum Pipeline Route Option* document is accepted by MoT and the EAO, the suspension will be lifted and a first draft of the Assessment Report and Table of Commitments will be circulated to working group members.

Once the suspension is lifted the next phases of the EA process will occur under an extremely tight timeline. These phases include: the pipeline route; pipeline design; Municipal Access Agreement(s); further public consultation; etc. according to the EAO schedule (**Attachment 1**) in order to meet the *EA Referral* submission to the Ministers in early February. A Report to Council will be brought forward to the General Purposes Committee and Council in January, 2012.

Cecilia Achiam
Interim Director, Sustainability and District Energy
604-276-4122

Att. 1
pc: TAG
John Irving, P.Eng. MPA, Director, Engineering



City of Richmond

Memorandum

To: Mayor and Councillors **Date:** October 13, 2011

From: Cecilia Achiam, MCIP, BCSLA **File:**

Re: **Response to Jet Fuel Pipeline Update Referral From
September 12, 2011 Council Meeting**

This memorandum addresses items 3, 4, 5 of the Council referral from the September 12, 2011 Council Meeting. The Council resolutions are as follows:

1. *That the "Jet Fuel Pipeline Update" report dated September 7, 2011 from the General Manager of Engineering & Public Works, be received for information;*
2. *That the intent of the April 4, 2011 Council Resolution on the Vancouver Airport Fuel Delivery Project Proposal (Resolution No. SP11/5-1) be clarified by stating that Richmond City Council is opposed to the transportation of jet fuel on any arm of the Fraser River;*
3. *That staff review and report by the end of October 2011 on:*
 - (a) *the options for various pipelines, including Cherry Point, as well as the feasibility of increasing the flow of the Kinder Morgan Pipeline;*
 - (b) *the recent study from the Federal Environmental Assessment Office, as well as any other information regarding potential risks;*
 - (c) *the timing and viability of truck traffic to Cherry Point; and*
 - (d) *potential fuel conservation measures at YVR;*
4. *That staff identify the airlines that are part of the VAFFC consortium and that letters be sent to those airlines under the Mayor's signature expressing Richmond City Council's opposition to the proposal; and*
5. *That letters be sent to the local MPs, MLAs, the Federal and Provincial Ministers of the Environment, the Prime Minister, the Premier, the Provincial and Federal Opposition Leaders, the VAFFC, Delta Council, and Metro Vancouver to clarify Richmond City Council's opposition to the proposal generally, and in opposition to the transportation of jet fuel on any arm of the Fraser River.*

New Information

The Environment Assessment Office (EAO) notified the City on September 27, 2011 that it has received a revised schedule and a letter from the Vancouver Airport Fuel Facilities Corporation (VAFFC) with an update on their work and scheduling (**Attachment 1**).

The EAO noted that it anticipates receiving the following pieces of information:

- Additional Environment Assessment (EA) information for the alternative pipeline routing (along Highway 99) through Richmond;
- Responses from the VAFFC to some of the more detailed comments related to the Agency and First Nations Issues Tracking Table; and
- Detailed spill response plan being developed by Western Canada Marine Response Corporation (WCMRC) on behalf of VAFFC.

The EAO further noted that once the Highway 99 Addendum is made available, the EAO would conduct a cursory review of the information (1 week) and then provide to the working group for review asking for comments back within two weeks. The EAO will seek direct feedback from the working group on this information. Within a week of receiving comments back from the working group, the EAO will make a decision on re-starting the 180-day EA timeline. Furthermore, based on the revised schedule, the Minister's decision has now been moved back three months to April 21, 2012.

VAFFC Update

Separately, the VAFFC has notified the City that the consortium is nearing completion of its analysis of the alternate route, relating to a new pipeline alignment parallel to Highway 99 between roughly Williams Road and Bridgeport Road, which it intends to submit to the Ministry of Transportation and Infrastructure (MoIT) prior to filing the addendum with the EAO.

The VAFFC has submitted a letter titled "VAFFC Responses to City of Richmond Council resolutions (dated September 12, 2011) regarding the Vancouver Airport Fuel Delivery Project", dated September 27, 2011 that has been included as reference (**Attachment 2**).

Analysis

This section contains staff response to Council Resolutions number 3, 4, and 5 from the September 12, 2011 Council meeting.

Council Resolution #3

3a. The options for various pipelines, including Cherry Point, as well as the feasibility of increasing the flow of the Kinder Morgan Pipeline

The extent of information provided by the VAFFC on the assessment and viability of options for jet fuel delivery to YVR is largely contained within two documents, which have been presented to Council previously:

1. VAFFC Project Description Report dated January, 2009¹, and
2. VAFFC Project Memo dated October 20, 2009², particularly the table ranking the fourteen (14) options proposed (**Attachment 3**).

Information in these documents has been reiterated in part by the VAFFC through other documents and correspondence, at Working Group presentations, and at the two EAO Public Open Houses.

The Project Description Report outlines 14 identified options (**Attachment 3**) that were analyzed by VAFFC between 2001 and 2004. The VAFFC has not provided any detail on the options analysis beyond the noted documents and reiterations thereof. While all the options have pros and cons and in cases significant challenges, there are none that are qualified as impossible or infeasible.

Upgrade of the existing Kinder Morgan pipeline is identified as Option 3 (in **Attachment 3**) and was ranked by the VAFFC as the fourth most favourable of the 14 options. Some options are discounted due to action required by a party not controlled by the VAFFC (in the case of Option 3, action would be required of Kinder Morgan).

There have been numerous developments over the last several years, such as YVR's 2006 Master Plan and the 2008 economic downturn. While partially addressed anecdotally, these and other developments are not considered in the original options assessment.

Many options for long term improvements to jet fuel delivery appear to remain viable and all options that avoid transportation of jet fuel on the Fraser River require a more extensive and open analysis that fully considers and measures impacts to all stakeholders.

With respect to the Cherry Point pipeline alternative, the VAFFC has provided further detail in **Attachment 2** for the rationale for discounting their alternative.

On September 12, 2011, Council resolved,

"That the intent of the April 4, 2011 Council Resolution on the Vancouver Airport Fuel Delivery Project Proposal (Resolution No. SP11/5-1) be clarified by stating that Richmond City Council is opposed to the transportation of jet fuel on any arm of the Fraser River".

Based on Council's position, most of the 14 proposed pipeline delivery routes proposed by the VAFFC, as shown in the Vancouver Airport Fuel Delivery Project EAO Open House March 7, 2011 display material³, do not adequately address Richmond's concerns.

¹ VAFFC Project Description Report dated January, 2009

http://a100.gov.bc.ca/appsdata/epic/documents/p346/1235433350362_e6c400e9b79761018399acc2ce18c91168294ccc146e00458ad51a41f01264ed.pdf

² VAFFC Project Memo dated October 20, 2009

http://www.vancouverairportfuel.ca/adminpanel/files/pdfs/Fuel%20Delivery%20Project%20Options%20Assessment%20Technical%20Summary%20Memo_EAO_October%202009.pdf

³ Vancouver Airport Fuel Delivery Project EAO Open House March 7, 2011 display material:

<http://www.vancouverairportfuel.ca/adminpanel/files/pdfs/VAFFC%20Display%20Board%20282011%29v6.pdf>

3b. The recent study from the Federal Environmental Assessment Office, as well as any other information regarding potential risks

The “recent study” referenced is a piece of correspondence between Environment Canada (EC) and the Provincial Environmental Assessment Office (EAO), dated August 17, 2011 as part of EC’s input to the Working Group commenting on the VAFFC proposal. A memorandum from City Staff titled “Environment Canada correspondence to the Environmental Assessment Office, August 17, 2011” is included (**Attachment 4**) to provide context for that correspondence, and summarises the content.

The letter from EC includes detailed comments on various issues included in the Issues Tracking Table, and the Proponent’s initial responses (including supplemental materials provided to EC and the EAO to address the specific issues of biofilms and the toxicity of spilled product when adsorbed to particles in the water column).

It is important to note that EC is not in the role of a *Responsible Authority* for this EA process and will not be granting approval. In their role as an *Expert Federal Authority*, EC provide specialized knowledge to the *Responsible Authority*, and work as a member of Technical Working Groups providing guidance relating to Federal environmental protection legislation (e.g. *Migratory Birds Convention Act*, *Species at Risk Act*, etc.). As clearly stated by EC in this correspondence, EC will have a regulatory role to enforce legislation if the project is approved. However, at this point in time, EC only provide technical advice and comment to the EAO.

Although there are several dozen specific comments, they can be summarised as two major types of concern:

- 1. EC is of the opinion that the proponent may be too optimistic regarding the likelihood of a significant spill, and the ability to manage a spill before it impacts areas of high ecological value or specific sensitivity; and*
- 2. EC indicates that many of the assumptions regarding the fate of spilled materials and the impacts on the ecosystem are based on incomplete science or science with unacceptably high uncertainty. EC acknowledges that the Proponent intends to provide a more comprehensive Spill Response Plan prior to the completion of the EA, and was prepared to provide further comment on specific aspects of that updated plan when it was made available.*

Furthermore, EC emphasises the remaining “gaps in the science” regarding the impacts on biofilms and the toxicity in the water column resulting from a Jet Fuel spill. EC offered to provide some technical and scientific rigor for aspects of the Proposal Project that EC finds lacking, “contingent on receipt of financial support from the proponent”. The letter from EC states:

“In the absence of an improved understanding of the potential water quality and toxicological consequences in the event of a spill, Environment Canada advises that the ecological risks of the proposal remain too great.”

3c. Timing & Viability of Truck Traffic to/from Cherry Point, WA

The provincial Ministry of Transportation & Infrastructure (MoTI) classifies jet fuel as a dangerous good when being transported by trucks; accordingly, such vehicles travelling between Cherry Point, WA and YVR are not permitted to use the Massey Tunnel. As such, the trucks carrying jet fuel must use MoTI's designated Dangerous Goods routes which, in this case, would be Highway 99-Highway 91 (and via Alex Fraser Bridge)-Highway 99-Bridgeport Road-Grant McConachie Way-Templeton Street-Ferguson Road.

The table below summarizes current and projected jet fuel truck volumes along Highway 91 relative to overall truck and traffic volumes. As shown, jet fuel truck traffic would comprise a relatively small percentage (0.04 to 3.3%) of both the overall traffic and truck volumes at present and in the future respectively.

Vehicle Type	Traffic Volumes on Highway 91 through Richmond	
	Existing # of Vehicles (2010)	Forecast # of Vehicles (2030)
Jet Fuel Trucks	33 / day ⁽¹⁾ (1.34% of total trucks) (0.04% of total traffic)	100 / day ⁽¹⁾ (3.34% of total trucks) (0.10% of total traffic)
All Trucks	2,454 / day (3.01% of total traffic)	2,994 / day ⁽²⁾ (3.01% of total traffic)
All Traffic	81,445 / day	99,378 / day ⁽²⁾

(1) Source: Vancouver Airport Fuel Facilities Corporation, Page 3 in the March 7, 2011 EAO Open House Information Package for the Vancouver Airport Fuel Delivery Project.

(2) Assumes average annual traffic growth rate of 1.0 per cent.

With respect to safety, staff with the Commercial Vehicle Safety and Enforcement (CVSE) section of MoTI advised that there have been a limited number of incidents, i.e., there may have been one crash six to seven years ago on Highway 99 north of the Serpentine River where a northbound truck went off-road into the centre median. No further details are available at this time.

3d. Potential Fuel Conservation Measures at YVR

As part of the EAO submission, the VAFFC has provided outlines of current and projected passenger loads and fuel consumption as part of the Environmental Assessment application document in Chapter 2, Section 2.3.3 of the EA Application Document⁴. YVR foresees continued long-range growth in passenger numbers at a rate of between 2% and 4% per year, at least to 2028 (a total increase of 146% to 210% over 2009). This growth is tempered by other trends in the industry towards fewer, larger aircraft and an overall increase in fuel efficiency in the airline fleet as older aircraft are retired. Although the specific rationale for the numbers is not provided, the application document includes a table (**Attachment 5**) that projects daily fuel consumption in 2028 being between 150% and 220% of 2009 volumes.

⁴ Chapter 2 of the EA Application Document:

http://a100.gov.bc.ca/appcsdata/epic/documents/p346/d33120/1298048636244_ce9aa863107471a79fc557ec873981599ff56b902f4aef8a7daeeb5024c53d37.pdf

Sixteen of the 25 VAFFC member airlines belong to the International Air Transport Association (IATA), which has set a voluntary efficiency goal to reduce fuel consumption (per revenue tonne kilometre) by 25% of 2005 levels by 2020. The IATA sees these goals being met through new aircraft technology, changes in operational measures, and through improved Air Traffic Management systems. To promote these goals, the IATA has developed Best Practices for Fuel and Environmental Management and other proactive programs.

Council Resolution #4 - Letter to the Airline Company Members of the VAFFC Consortium

Attached is a draft letter (**Attachment 6**) to the airline company members of the VAFFC consortium, to be sent on behalf of Council under the Mayor's signature, for your review. Please provide your input to the Mayor's office by 4 pm, Monday, October 17, 2011.

Council Resolution # 5 - Letter to Federal, Provincial, and Neighbouring Municipal Governments

Attached is a draft letter (**Attachment 7**) to the local MPs, MLAs, the Federal and Provincial Ministers of the Environment, the Prime Minister, the Premier, the Provincial and Federal Opposition Leaders, the VAFFC, Delta Council, and Metro Vancouver, to be sent under the Mayor's signature on behalf of Council, for your review. Please provide your input to the Mayor's office by 4 pm, Monday, October 17, 2011.

In addition to these resolutions, Council requested information related to planning issues:

The number and type of Planning Approvals related to the construction of the jet fuel line depends on the specific alignment of the jet fuel corridor, whether the alignment goes through the ALR, or who owns the land on which the facilities are located. The specific alignment also relates to the potential for an ESA-related Development Permit.

The following represents the type of Planning Applications that could be required as part of the off loading facility, the tank farm, and the jet fuel pipeline itself:

- a. An ESA Development Permit would be required for the off loading facility as the facility is located on privately owned land on and adjacent to the existing City dike. This would involve consulting Fraser River Estuary Management Program (FREMP), Fisheries and Oceans Canada (DFO), and Ministry of Environment (MOE) before approvals could be given.
- b. A Servicing Agreement would be required for the off loading facility as it would require the reconstruction of the City's dike to City standards.
- c. While the proposed tank farm would generally require the proposed tank farm on the South Arm of the Fraser River to be subject to an Environmentally Sensitive Area (ESA) Development Permit process, the site is located on Port Metro lands. Based on past experience, the Port would likely decline to participate in the City's Development Permit process, suggesting that their own internal approval process address the same environmental issues.

- d. Several of the proposed routes for the jet fuel line go through the Agricultural Land Reserve (ALR). This would require the proponent to submit a Non Farm Use application directly to the ALC, which would be circulated to the City of Richmond for comment.
- e. An ESA Development Permit would be required if the proposed jet fuel alignment went through any areas that were designated ESA in the Official Community Plan, or which had components of Riparian Area Regulation (RAR).
- f. If the proponent proposed to construct a publicly accessible trail on top of the pipeline as a public amenity and this would become a City asset, this would require a Servicing Agreement between the proponent and the City.

Conclusion

Council has consistently expressed strong opposition to the proposed jet fuel pipeline proposal and any associated off shore loading facilities along the arms of the Fraser River and Sturgeons Bank. Staff will continue to participate in the EAO working group under direction from Council to represent Richmond's community interests.

Cecilia Achiam, MCIP, BCSLA
Interim Director, Sustainability and District Energy
(604-276-4122)

Attachment 1	Updated schedule and a letter dated September 7, 2011, submitted by VAFFC to the EAO	REDMS 3374639
Attachment 2	VAFFC Responses to City of Richmond council resolutions (Dated September 12, 2011) regarding the "Vancouver Airport Fuel Delivery Project", dated September 27, 2011	REDMS 3374152
Attachment 3	Table ranking the 14 proposed options in the VAFFC Project Memo dated October 20, 2009	REDMS 3374641
Attachment 4	Environment Canada correspondence to the Environmental Assessment Office, August 17, 2011	REDMS 3374154
Attachment 5	Historic and Forecast Daily Peak Fuel Consumption at YVR (as submitted by VAFFC in EAO Application)	REDMS 3374481
Attachment 6	Draft Letter to the airline company members of the VAFFC consortium	REDMS 3370923
Attachment 7	Draft Letter to Federal, Provincial, and Neighbouring Municipal Governments	REDMS3369156

ENVIRONMENTAL ASSESSMENT OFFICE

Projected Schedule of Major Steps for Application Review Stage

Proposed Vancouver Airport Fuel Delivery Project

Please note that these are anticipated dates for work planning and scheduling; these dates may be subject to change.

Activity	Target Date	Responsibility
Submitted Application for EAO evaluation against AIR. Includes Public Consultation Plan.	Jan 5, 2011	Proponent
Comments from WG Screening Group Due (tentative: telecom Jan 25 9am to 11am)	Jan 21, 2011	WG Screening Group
Evaluated and EAO decision rendered on accepting Application for EA Certificate	Feb 4, 2011	EAO
Produced and distributed copies of the Application	Feb 18, 2011	Proponent
Commencement of 180 day review period – project documents posted on EAO website	Feb 18, 2011	EAO
60-day public review and comment period	Feb 25 to April 26, 2011	EAO Proponent
Full working group meeting to initiate review of the Application	March 2, 2011	First Nations, Federal, Provincial, Local governments
Public Open House (Richmond) and Presentations	March 7, 2011	EAO, OGC, PMV Proponent
Full/partial /technical working group meeting (s)	March 10 to May 24, 2011	First Nations, Federal, Provincial, Local governments
Comments due on the Application from First Nations, Federal government, provincial government and local government (1 month after start of review)	March 18, 2011	Public First Nations, Federal, Provincial, Local governments
Project EA (180 day clock) Suspended for 120 days or until addenda are provided and reviewed by EAO	April 28, 2011	EAO
Responses from the Proponent to First Nations, and agency comments (Issues Tracking Table) to WG for review	July 13, 2011	Proponent / EAO
Working Group comments due on Issues Tracking Table	August 19, 2011	First Nations, Federal, Provincial, Local governments
Responses from the Proponent to public	Oct 26, 2011	Proponent
Proponent submits First Nations Consultation report to EAO	Oct 28, 2011	Proponent
Submission of additional EA information on Highway 99 route alternative and EAO review (1 week)	Nov 2 - 9, 2011	Proponent
Working Group review of Hwy 99 information (2 weeks) with teleconference on Nov 18, 2011 ; comment back to EAO by Nov 23	Nov 14 to 25, 2011	WG
Proponent revisions to issues tracking table, to EAO and agencies in preparation for WG meeting	Week of Nov 14	Proponent

ENVIRONMENTAL ASSESSMENT OFFICE

Activity	Target Date	Responsibility
WG meeting to discuss outstanding issues including Spill Response Plans and Proponent response to issues tracking (Vancouver)	Nov 30, 2011	First Nations, Federal, Provincial, Local governments
Suspension lifted by EAO - Day 70 of 180 day review	Jan 4, 2012 (tentative)	EAO
Public Comment Period on Hwy 99 Addendum (Open House Jan 28)	Jan 11 to Feb 1, 2012	Proponent, EAO
Working Group meeting to discuss potential commitments regarding draft Spill Response Plan	Week of Jan 23, 2012	First Nations, Federal, Provincial and local governments, EAO, Proponent
First Nations Working Group meeting to discuss potential commitments regarding First Nations Fisheries (and possibly other topics)	Week of Jan 23, 2012	First Nations, EAO, Proponent
Proponent to select route alignment	Feb 6, 2012	Proponent
Proponent to provide responses to public comments	Feb 10, 2012	Proponent
EAO draft First Nations Consultation Report circulated to First Nations for Review (four week review) Comments due Mar 12	Feb 13, 2012	First Nations, EAO
EAO draft Assessment Report & draft Table of Commitments- Circulated to Working Group (without First Nations section) for three-week review. Comments due Mar 5	Feb 17, 2012	First Nations, Federal, Provincial and local governments, EAO, Proponent
Proponent submits Public Consultation Report to EAO	Feb 20, 2012	Proponent
Working Group meeting to discuss the draft Assessment Report and Table of Commitments	Week of Feb 27, 2012	First Nations, Federal, Provincial and local governments, EAO
Comments due from the Working Group on first draft of Assessment Report & Table of Commitments	Mar 5, 2012	First Nations, Federal, Provincial and local governments, EAO, Proponent
Comments due from First Nations on EAO 's draft First Nations Consultation Report	Mar 12, 2012	First Nations
EAO/PMV Prepares Final Assessment Report, Consultation Report and Referral Package for Ministers for internal review	Mar 12 to April 23, 2012	EAO, PMV
First Nations provide to EAO with any separate submissions that they would included in the referral package for Ministers	April 9, 2012	First Nations, EAO
Referral	April 23, 2012 (latest)	EAO
Ministers Decision on whether to grant an EA Certificate	June 6, 2012	Ministers

Vancouver Airport Fuel Delivery Project

PUBLIC INFORMATION & COMMENT SESSION

WE WANT YOUR FEEDBACK

Vancouver Airport Fuel Facilities Corporation (VAFFC) invites the public to provide comment on:

- Proposed pipeline routing options
- Public amenities near the proposed marine terminal

ABOUT THE PROPOSED PROJECT: VAFFC is proposing a new aviation fuel delivery system for Vancouver International Airport (YVR). The project consists of a marine terminal and fuel receiving facility at an existing industrial site on the south arm of the Fraser River, and an underground fuel pipeline connecting the marine terminal and YVR.

ABOUT THE REGULATORY REVIEW: The proposed project is currently undergoing regulatory review in a harmonized federal/provincial environmental assessment process, with the BC Environmental Assessment Office (EAO) coordinating the review requirements of both the *Canadian Environmental Assessment Act* and *BC Environmental Assessment Act*.

PUBLIC INFORMATION & COMMENT SESSION:

Date	Time	Location
Saturday, January 28	10:00 am – 2:00 pm	East Richmond Community Hall 12360 Cambie Road, Richmond

For further information about the information sessions:

Phone: 604-638-7463

Email: info@vancouverairportfuel.ca



WWW.VANCOUVERAIRPORTFUEL.CA



To: General Purposes Committee

Date: January 13, 2012

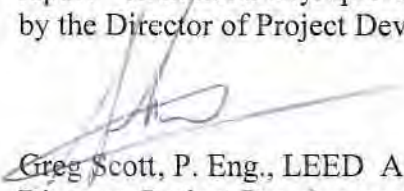
From: Greg Scott, P. Eng., LEED A.P.
Director, Project Development

File: 06-2050-20-ROO/Vol
01

Re: Richmond Olympic Oval- Legacy Conversion Update

Staff Recommendation

That the adjustment of the remaining legacy conversion projects and funding as outlined in the report "Richmond Olympic Oval- Legacy Conversion Update" dated January 13, 2012, prepared by the Director of Project Development, be approved.


Greg Scott, P. Eng., LEED A.P.
Director, Project Development
(604-276-4372)

FOR ORIGINATING DEPARTMENT USE ONLY		
CONCURRENCE OF GENERAL MANAGER 		
REVIEWED BY TAG	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
REVIEWED BY CAO	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Staff Report

Origin

In a report to Council, dated November 25, 2010, City Council resolved *“that the adjustment of project priorities and funding as outlined in the staff report title “Richmond Olympic Oval Conversion to Community Legacy Mode – Adjustment of priorities” dated November 25, 2010 by the Director, Project Development, be approved. R10/20-14.”*

This report is to provide a status update and to recommend adjustments to the Richmond Olympic Oval program based on learning's during the first full fiscal year of Oval Legacy operation and through the completion of other Legacy Conversion projects. Council's direction has been implemented in conjunction with one of Council's term goals: “The successful conversion of the Oval to post-games use”.

Background

Many of the identified projects previously approved by Council are complete or nearing completion and are being delivered within the Legacy Conversion budget.

The table below provides a status update and an estimated delivery date based on the City Council approved list of items.

As presented to City Council in the November 25, 2010 report	Item Status
Item	
Legacy Suite upgrades - new décor, wall coverings	Completed
Sport Surface Coverings	Completed
Parking infrastructure	Completed
Climbing wall. Expanded scope: Increased scale and capacity after in-depth review of market needs and consumer demand.	Construction Start: January 7, 2012 Target Completion: Feb 28, 2012
Display “The Richmond Olympic Story”. Increase in scope based on Olympic program review and best practices. Includes ROO-Look- Olympians/Art and graphics throughout the facility - corridors and meeting rooms	Preliminary best practices research underway. A report is being compiled for approval by the ROOC Board and Council, as indicated in an earlier report.
Retractable ‘bucket-style’ seats for events (1000 seats)	research continuing
Two Additional Team Rooms	Target completion Jan.16. 2012.

Projects Placed on Hold:

At the request of staff, City Council placed three projects on hold until further assessment could be completed by staff to assess the scope of work and need of the Program or service. To date, staff have reviewed the scope of the first project, the batting cages for softball, baseball and cricket and have determined that golf should be added to the scope of work and cricket be

removed. In addition, the estimated budget for this project can be reduced from the \$175k of approved funding to \$100k.

The remaining two projects which include, the Specialized play space and executive locker rooms will be reviewed in 2012 and a determination will be made as to whether to proceed or not.

Projects Placed on Hold	
As presented to City Council in the November 25, 2010 report	Status
Item	
Specialized play space for children aimed at increasing physical activity	Not started
Batting cages for Softball, Baseball and Cricket	The scope of this work has been changed to include golf and does not include cricket. It will be completed by April 2012
Completing Executive Locker Rooms	Not started

Analysis

The ROOC has determined the presence of a permanent cafe at the Oval is a necessary component. Oval regular members and various sport league participants desire a gathering place to discuss the highlights of their games and our members want to enjoy a healthy meal or snack before or after their activity at the Oval. Parents and children participating at the Oval also require food and beverage to accommodate their busy schedules. The addition of a permanent cafe will complete the Oval experience.

As is the case with most facilities of this nature and use, the City always expected to provide food and beverage service in the Oval. During the Oval's early efforts to seek tenants for other general uses, the opportunity arose to sign a long term lease with a food and beverage operator. A signed lease and deposit were submitted by a major operator whose multi-location program in the Oval included a sports bar, cafe and kiosk. Costs, estimated at over \$1.1 million, were the operator's responsibility. Had such an opportunity not arisen, the Oval would have brought its own plan forward as part of the Legacy Conversion. Quality food service is essential to the Oval's success.

The operator was unable to achieve the plan and abandoned the lease and forfeited the deposit of approximately \$40,000. Oval staff and its leasing agent approached other operators but none wished to take on the capital investment. In the interests of serving the users, the Oval has returned to the original vision and reduced the grand program of the failed operator, to include only a basic café operation at approximately 50% of the capital cost for the initial operator's plan.

Similar to other civic facilities such as City Hall, Richmond Ice Centre, and the Library Cultural Centre, the Oval will engage an operator and the City will complete the improvements to an appropriate standard. A competitive lease has been negotiated which will take effect when the premises are completed. In order to provide food service, to a standard aligned with the Oval, it is necessary for the City to construct and equip a cafe on the Ground Level and a kiosk on the

Activity Level that will service the clientele. It should be noted that this has been the model in other city properties, such as these identified above where food service is required.

To fund this amenity from the Legacy Conversion budget, the ROOC would recommend a change in the scope of work for the scorekeeping and display component. The change in scope of work results in a reduction to the funding requirement of the scorekeeping and display budget line item, originally \$518k, to \$118k, which is sufficient for the revised scope of work required. In addition, Legacy Conversion Contingency is in place for the projects that either has been placed on hold or are in various stages of project development.

Contingencies are generally used to fund unforeseen elements that are identified as the project is advanced through detailed design and into construction. As we complete Legacy Conversion projects, contingency becomes available for additional scope or projects that were not anticipated when the budget was initially approved.

As many projects are close to completion the Legacy Conversion Contingency fund is available as an additional source, if necessary.

Amenities				
Project Description			Projected Total	Status
	Item	Estimated Cost		
	Food Service (Level 1 and refrigeration in parking structure)	0	\$405,000 reno \$165,000 equipment	Architect, Oval, City and Food Vendor worked together to create a concept design to determine a budget for the Level 1 cafe, and cold storage with the use of the repurposed VANOC equipment, submitted Nov 1, 2011
	Food Service (Level 2)	0	tbd	ROOC recommends services of food and beverage be provided on the second level of the oval for large events. The concept is to install the infrastructure so a catering company can connect to basic services, i.e. water, sewer and electrical, wash sink etc with the caterers mobile equipment and counters
Total expense			\$565,000+	
Revenue from scoring and display			\$400,000	
Revenue from Contingency			\$165,000	
Net impact to Budget			\$0	

It is recommended that staff proceed with the Food Service in the Oval using the funding from the scoring and display budget line item, combined with any additional funding that becomes available at the end of the Legacy Conversion project.

Financial Impact

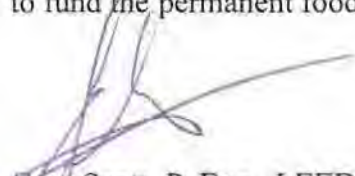
No financial impact

December 15, 2011

- 5 -

Conclusion

It is recommended to reduce the amount of funding for Scorekeeping by \$400k and apply that amount along with any remainder of funding that is left over at the end of the conversion project to fund the permanent food service program at the Richmond Olympic Oval.



Greg Scott, P. Eng., LEED A.P.
Director, Project Development
(604-276-4372)

Cc: John Mills, General Manager, ROOC



Planning Committee

**Anderson Room, City Hall
6911 No. 3 Road**

**Tuesday, January 17, 2012
4:00 p.m.**

Pg. # ITEM

MINUTES

PLN-13 *Motion to adopt the minutes of the meeting of the Planning Committee held on Wednesday, December 7, 2011.*



NEXT COMMITTEE MEETING DATE

Tuesday, February 7, 2012, (tentative date) at 4:00 p.m. in the Anderson Room

PLANNING & DEVELOPMENT DEPARTMENT

PLN-23 1. **APPLICATION BY HARPREET JOHAL FOR A REZONING AT 10131 BRIDGEPORT ROAD FROM SINGLE DETACHED (RS1/D) TO COACH HOUSES (RCH)**
(File Ref. No. 12-8060-20-8836, **RZ 11-578325**) (REDMS No. 3406432)

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See Page **PLN-23** of the Planning agenda for full hardcopy report

Designated Speaker: Brian J. Jackson

STAFF RECOMMENDATION

- (1) *That the following recommendation be forwarded to Public Hearing:*
- (a) *Single-Family Lot Size Policy 5448 for the area bounded by Bridgeport Road on the south, River Drive on the north, Shell Road on the east and No. 4 Road on the west (Section 23-5-6), adopted by Council on September 16, 1991, be amended to permit:*
 - (b) *Properties along Bridgeport Road between No. 4 Road and McKessock Avenue to rezone and subdivide in accordance with the provisions of Compact Single Detached (RC2) or Coach Houses (RCH) provided there is lane access (as shown on Attachment 3 to the report dated November 15, 2011 from the Director of Development); and*
- (2) *That Bylaw No. 8836, for the rezoning of 10131 Bridgeport Road from "Single Detached (RS1/D)" to "Coach Houses (RCH)", be introduced and given first reading.*



- PLN-47** 2. **APPLICATION BY RUMI MISTRY FOR REZONING AT 10380 WILLIAMS ROAD FROM SINGLE DETACHED (RS1/E) TO COMPACT SINGLE DETACHED (RC2)**
(File Ref. No. 12-8060-20-8850, RZ 11-591646) (REDMS No. 3418237)

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See Page **PLN-47** of the Planning agenda for full hardcopy report

Designated Speaker: Brian J. Jackson

STAFF RECOMMENDATION

That Bylaw No.8850, for the rezoning of 10380 Williams Road from “Single Detached (RS1/E)” to “Compact Single Detached (RC2)””, be introduced and given first reading.



- PLN-63** 3. **APPLICATION BY RANJIT POONI FOR REZONING AT 9271 FRANCIS ROAD FROM SINGLE DETACHED (RS1/C) TO COMPACT SINGLE DETACHED (RC2)**
(File Ref. No. 12-8060-20-8851, RZ 11-581922) (REDMS No. 3420594)

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See Page **PLN-63** of the Planning agenda for full hardcopy report

Designated Speaker: Brian J. Jackson

STAFF RECOMMENDATION

That Bylaw No.8851, for the rezoning of 9271 Francis Road from “Single Detached (RS1/C)” to “Compact Single Detached (RC2)”, be introduced and given first reading.



- PLN-77** 4. **APPLICATION BY 0754999 BC LTD. FOR REZONING AT 8800, 8820, 8840, 8880, 8900, 8920, 8940 AND 8960 PATTERSON ROAD AND 3240, 3260, 3280, 3320 AND 3340 SEXSMITH ROAD FROM SINGLE DETACHED (RS1/F) TO HIGH RISE APARTMENT AND ARTIST RESIDENTIAL TENANCY STUDIO UNITS (ZHR10) – CAPSTAN VILLAGE (CITY CENTRE)**

(File Ref. No. 12-8060-20-8837/8838/8839/8840, **RZ 06-349722**) (REDMS No. 3433683)

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See Page **PLN-77** of the Planning agenda for full hardcopy report

Designated Speaker: Brian J. Jackson

STAFF RECOMMENDATION

- (1) *That Bylaw No. 8837, to amend the Richmond Official Community Plan, Schedule 2.10 (City Centre), to facilitate the implementation of a funding strategy for the construction of the future Capstan Canada Line station, by:*

- (a) *Inserting in Section 4.0, density bonus policy applicable to developments that voluntarily contribute funds towards the construction of the Capstan Canada Line station and provide additional park, together with a definition for Capstan Station Bonus in Appendix 1;*
- (b) *Inserting the Overlay Boundary – Capstan Station Bonus Map (2031) and inserting the Capstan Station Bonus Map boundary in the Generalized Land Use Map (2031), Specific Land Use Map: Capstan Village (2031), and reference maps throughout the Plan; and*
- (c) *Making related Plan amendments providing for rezoning to proceed in Capstan Village on the basis of the Capstan Station Bonus density bonus policy;*

be introduced and given first reading.

- (2) *That Bylaw No. 8838, to amend the Richmond Official Community Plan, as amended by Official Community Plan Amendment Bylaw No. 8837, to facilitate the construction of multiple-family residential and related uses on the subject site, by:*

- (a) *In Schedule 1, amending the existing land use designation in Attachment 1 (Generalized Land Use Map) to relocate “Public and Open Space Use” in respect to the subject site; and*
- (b) *In Schedule 2.10 (City Centre), amending the existing land use designation in the Generalized Land Use Map (2031), Specific Land Use Map: Capstan Village (2031), and reference maps throughout the Plan to relocate park within the block bounded by Sexsmith Road, Sea Island Way, Garden City Road, and Capstan Way and designate the subject site as “Institution”, together with related minor map and text amendments;*

be introduced and given first reading.

- (3) *That Bylaw No. 8837 and Bylaw No. 8838, having been considered in conjunction with:*

- (a) *the City’s Financial Plan and Capital Program; and*
- (b) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;*

are hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act.

- (4) *That Bylaw No. 8837 and Bylaw No. 8838, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, be referred to the:*

- (a) *Vancouver International Airport Authority; and*
- (b) *Board of Education, School District No. 38 (Richmond);*

- (5) *That Bylaw No. 8839, to amend the Richmond Zoning Bylaw No. 8500, to facilitate the implementation of a funding strategy for the construction of the future Capstan Canada Line station, by:*

- (a) *Inserting Section 5.19, Capstan Station Specific Use Regulations, in respect to developer contributions to the Capstan station reserve, and related text amendments; and*
- (b) *Inserting “RCL4” and “RCL5” in the “Residential/Limited Commercial (RCL)” zone to provide for a density bonus that would be used for rezoning applications in the Capstan Station Bonus Map area designated by the City Centre Area Plan to achieve City objectives in respect to the Capstan Canada Line station;*

be introduced and given first reading.

- (6) *That Bylaw No. 8840, to amend the Richmond Zoning Bylaw No. 8500 as amended by Zoning Amendment Bylaw No. 8839, to create “High Rise Apartment and Artist Residential Tenancy Studio Units (ZHR10) – Capstan Village (City Centre)” and for the rezoning of 8800, 8820, 8840, 8880, 8900, 8920, 8940, and 8960 Patterson Road and 3240, 3260, 3280, 3320, and 3340 Sexsmith Road from “Single Detached (RS1/F)” to “High Rise Apartment and Artist Residential Tenancy Studio Units (ZHR10) – Capstan Village (City Centre)”, be introduced and given first reading.*



- PLN-185** 5. **APPLICATION BY PINNACLE INTERNATIONAL (RICHMOND) PLAZA INC. FOR REZONING AT 3391 AND 3411 SEXSMITH ROAD FROM “SINGLE DETACHED (RS1/F)”, TOGETHER WITH A PORTION OF UNOPENED CITY LANE ON THE NORTH SIDE OF CAPSTAN WAY BETWEEN SEXSMITH ROAD AND NO. 3 ROAD, TO “RESIDENTIAL/LIMITED COMMERCIAL (RCL4)”**

(File Ref. No. 12-8060-20-8841/8842 RZ No. 10-544729 No.3414179)

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See Page **PLN-185** of the Planning agenda for full hardcopy report

Designated Speaker: Brian J. Jackson

STAFF RECOMMENDATION

- (1) *That Bylaw No. 8841, to amend the Richmond Official Community Plan, as amended by Official Community Plan Amendment Bylaw No. 8837, to facilitate the construction of multiple-family residential and related uses on the subject site, by:*
- (a) *In Schedule 1, amending the existing land use designation in Attachment 1 (Generalized Land Use Map) to relocate “Public and Open Space Use” in the area bounded by Capstan Way, No. 3 Road, Sea Island Way, and Sexsmith Road; and*
 - (b) *In Schedule 2.10 (City Centre), amending the existing land use designation in the Generalized Land Use Map (2031), Specific Land Use Map: Capstan Village (2031), and reference maps throughout the Plan to relocate areas designated for park and road purposes within the block bounded by Capstan Way, No. 3 Road, Sea Island Way, and Sexsmith Road, together with related minor map and text amendments;*
- be introduced and given first reading.*
- (2) *That Bylaw No. 8841, having been considered in conjunction with:*
- (a) *the City’s Financial Plan and Capital Program; and*

- (b) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;*

is hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act.
- (3) *That Bylaw No. 8841, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, be referred to the:*
 - (a) *Vancouver International Airport Authority; and*
 - (b) *Board of Education, School District No. 38 (Richmond);*

for comment on or before Public Hearing on February 20, 2012 on OCP Amendment Bylaw No. 8841.
- (4) *That Bylaw No. 8842, to rezone 3391 and 3411 Sexsmith Road from “Single Detached (RS1/F)”, together with a portion of unopened City lane on the north side of Capstan Way between Sexsmith Road and No. 3 Road, to “Residential/Limited Commercial (RCL4)”, as amended by Zoning Amendment Bylaw No. 8839, be introduced and given first reading.*



- PLN-247 6. APPLICATION BY ORIS DEVELOPMENT (KAWAKI) CORP. FOR AN OCP AMENDMENT TO LONDON/PRINCESS SUB AREA PLAN AND FOR REZONING AT 6160 LONDON ROAD AND 13100, 13120, 13140, 13160 AND 13200 NO. 2 ROAD FROM "LIGHT INDUSTRIAL (IL)" TO "COMMERCIAL/MIXED USE (ZMU20) – LONDON LANDING (STEVESTON)" AND "SCHOOL & INSTITUTIONAL (SI)"**
 (File Ref. No. 12-8060-20-8817/8818, **RZ 09-466062**) (REDMS No. 3448508)

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See Page **PLN-247** of the Planning agenda for full hardcopy report

Designated Speaker: Brian J. Jackson

STAFF RECOMMENDATION

- (1) *That Bylaw No. 8817, to redesignate 13100, 13120 and 3140 No. 2 Road from “Use to be Determined” and “Public Open Space” to “Mixed-Use”, and to redesignate the southern portion of 6160 London Road from “Mixed-Use” to “Public Open Space” in the London/Princess Land Use Map in Schedule 2.4 of the Official Community Plan Bylaw 7100 (Steveston Area Plan), be introduced and given first reading;*
- (2) *That Bylaw No. 8817, having been considered in conjunction with:*
 - (a) *the City’s Financial Plan and Capital Program; and*
 - (b) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans*

is hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act;

- (3) *That Bylaw No. 8817, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby deemed not to require further consultation;*
- (4) *That Bylaw No. 8818, to create “Commercial/Mixed-Use (ZMU20) – London Landing (Steveston)” and for the rezoning of 13100, 13120 and 13140 No. 2 Road and the northern portion of 6160 London Road, from “Light Industrial (IL)” to “Commercial/Mixed Use (ZMU20) – London Landing (Steveston)”, and for the rezoning of 13160, 13200 No. 2 Road and southern portion of 6160 London Road from “Light Industrial (IL)” to “School & Institutional (SI)” be introduced and given first reading; and*
- (5) *That staff be directed to take the required steps to redesignate that portion of FREMP Management Unit II-29 approximately between the western property boundary of 6240 Dyke Road and the western boundary of No. 2 Road within the FREMP-Richmond Area Designation Agreement from “Icw” (Industrial-Conservation-Water Oriented Residential/Commercial) to “Rcw”(Recreation/Park-Conservation-Water Oriented Residential/Commercial); and.*
- (6) *That the net funds from the land transactions be transferred to an account which would be specifically intended for Arts, Culture and Heritage capital purposes.*



PLN-311 7. FARM BASED WINERIES – POSSIBLE OPTIONS FOR ZONING REGULATION

(File Ref. No. 08-4040-01; 12-8060-20-8860) (REDMS No. 3434333)

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See Page **PLN-311** of the Planning agenda for full hardcopy report

Designated Speaker: Brian J. Jackson

STAFF RECOMMENDATION

That Bylaw No. 8860, to amend the definition of “farm-based winery” and to include specific use regulations limiting their size, be introduced and given first reading.



- PLN-321** 8. **APPLICATION BY SANFORD DESIGN GROUP FOR AGRICULTURAL LAND RESERVE NON FARM USE AT 16880 WESTMINSTER HIGHWAY (LULU ISLAND WINERY)**
(File Ref. No.; AG 11-579881) (REDMS No. 3434363)

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See Page **PLN-321** of the Planning agenda for full hardcopy report

Designated Speaker: Brian J. Jackson

STAFF RECOMMENDATION

That:

- (1) *authorization for Sanford Design Group, on behalf of Lulu Island Winery, to apply to the Agricultural Land Commission for a non-farm use for the purposes of developing a food and beverage service lounge as an accessory use to the existing farm-based winery facility at 16880 Westminster Highway be granted;*
- (2) *Richmond City Council recommend to the Agricultural Land Commission for the registration of a legal agreement on title that prohibits use of the proposed accessory food and beverage service lounge and existing farm-based winery facility as a banquet hall or stand-alone event hosting venue as part of the Agricultural Land Commission's review of the non-farm use application; and*
- (3) *Lulu Island Winery undertake consultation with neighbouring properties regarding the food and beverage service lounge proposal and the findings be reported out to Richmond City Council prior to advancing the non-farm use application to the Agricultural Land Commission.*



- PLN-337** 9. **TRUCK PARKING ON PROPERTIES ON RIVER ROAD EAST OF NO. 6 ROAD**
(File Ref. No. 08-4040-01) (REDMS No. 3434401)

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See Page **PLN-337** of the Planning agenda for full hardcopy report

Designated Speaker: Brian J. Jackson

STAFF RECOMMENDATION

That:

- (1) *the “Interim Truck Parking Action Plan” (Interim Action Plan), as amended by Council in February 2008, be continued until the end of 2012 to allow for consideration of further rezoning applications for commercial vehicle parking and storage within the plan area in the 16000 Block of River Road;*
- (2) *a daily traffic count be undertaken over two (2) one-week periods on No. 7 Road (between Bridgeport Road and River Road) and on River Road (East of Nelson Road) in 2012 either by the City or by future applicants’ consultants, to the satisfaction of City staff, as part of rezoning applications that facilitate commercial vehicle parking and storage within the Plan Area;*
- (3) *staff report back to Planning Committee with an update on such daily traffic count trends by the end of 2012 to consider the option of amending the Interim Action Plan to allow only commercial outdoor storage and not commercial vehicle parking in the short term, depending upon the City’s review of traffic counts in 2012; and*
- (4) *the existing 1999 OCP “Business and Industry” designation and policies allowing for a range of long-term intensive industrial uses for the 16000 block of River Road as well as the agri-industrial uses set out in the Long-Term Action Plan be considered for inclusion in the proposed, updated OCP.*



PLN-353 10. HAMILTON AREA PLAN – COMMITTEE UPDATE #1 – CLARIFIED TERMS OF REFERENCE, WORK PLAN AND TIMELINE
(File Ref. No.) (REDMS No. 3438210)

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See Page **PLN-353** of the Planning agenda for full hardcopy report

Designated Speakers: Terry Crowe and Mark McMullen

STAFF RECOMMENDATION

That the staff report dated January 4, 2012 from the General Manager, Planning and Development, entitled: “Hamilton Area Plan – Committee Update #1 – Clarified Terms of Reference, Work Plan and Timeline” be approved to guide the Hamilton Area Plan Update process.



- PLN-375 11. REVIEW OF THE NO. 5 ROAD BACKLANDS POLICY**
(File Ref. No. 08-4050-10) (REDMS No. 3419274)

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See Page **PLN-375** of the Planning agenda for full hardcopy report

Designated Speakers: Terry Crowe and Holger Burke

STAFF RECOMMENDATION

That the proposed Terms of Reference and Work Program for the Review of the No. 5 Road Backlands Policy (Attachment 1) be approved.



COMMUNITY SERVICES DEPARTMENT

- PLN-389 12. RICHMOND COMMUNITY SERVICES ADVISORY
COMMITTEE 2011 ANNUAL REPORT AND 2012 WORK PROGRAM**
(File Ref. No.) (REDMS No. 3433597)

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See Page **PLN-389** of the Planning agenda for full hardcopy report

Designated Speaker: Lesley Sherlock

STAFF RECOMMENDATION

That, as per the General Manager of Community Services' report dated December 16, 2011, entitled "Richmond Community Services Advisory Committee 2011 Annual Report and 2012 Work Program", the Richmond Community Services Advisory Committee's 2011 Work Program be approved.



- PLN-437 13. CHILD CARE DEVELOPMENT ADVISORY COMMITTEE 2011
ANNUAL REPORT AND 2012 WORK PROGRAM**
(File Ref. No.) (REDMS No. 3428025)

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See Page **PLN-437** of the Planning agenda for full hardcopy report

Designated Speaker: Lesley Sherlock

STAFF RECOMMENDATION

That, as per the General Manager of Community Services’ report dated December 13, 2011, “Child Care Development Advisory Committee: 2011 Annual Report and 2012 Work Program”, the Child Care Development Advisory Committee 2012 Work Program be approved.



PLN-449 14. RICHMOND SENIORS ADVISORY COMMITTEE 2011 ANNUAL REPORT AND 2012 WORK PROGRAM

(File Ref. No.) (REDMS No. 3430457)

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See Page **PLN-449** of the Planning agenda for full hardcopy report

Designated Speaker: Lesley Sherlock

STAFF RECOMMENDATION

That, as per the General Manager of Community Services report dated December 13, 2011, “Richmond Seniors Advisory Committee 2011 Annual Report and 2012 Work Program”, the Richmond Seniors Advisory Committee’s 2012 Work Program be approved.



PLN-467 15. 2011 ANNUAL REPORT AND 2012 WORK PROGRAM: RICHMOND INTERCULTURAL ADVISORY COMMITTEE

(File Ref. No.) (REDMS No. 3418924)

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See Page **PLN-467** of the Planning agenda for full hardcopy report

Designated Speaker: Alan Hill

STAFF RECOMMENDATION

That, as per the General Manager, Community Services report dated January 3, 2012 entitled “2011 Annual Report and 2012 Work Program: Richmond Intercultural Advisory Committee”, the Richmond Intercultural Advisory Committee 2011 Annual Report and 2012 Work Program (Attachment 1) be approved.



16. MANAGER’S REPORT

ADJOURNMENT





Planning Committee

Date: Wednesday, December 7, 2011

Place: Anderson Room
Richmond City Hall

Present: Councillor Bill McNulty, Chair
Councillor Evelina Halsey-Brandt, Vice-Chair
Councillor Chak Au (arrived at 4:09 p.m.)
Councillor Linda Barnes
Councillor Harold Steves

Also Present: 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 Planning Committee held on Tuesday, November 22, 2011, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Tuesday, January 17, 2012 (tentative date) at 4:00 p.m. in the Anderson Room

PLANNING & DEVELOPMENT DEPARTMENT

1. **APPLICATION BY GRAHAM MACFARLANE FOR REZONING AT 140 WELLINGTON CRESCENT FROM SINGLE DETACHED (RS1/E) TO COACH HOUSE (ZS20) - BURKEVILLE**
(File Ref. No. 12-8060-20-8794, RZ 11-562552) (REDMS No.3251975)

In response to a request that the Public Hearing notice for Rezoning Application 11-562552 be sent to all residents of the Burkeville neighbourhood, staff advised that Committee's request could be met.

Planning Committee
Wednesday, December 7, 2011

It was moved and seconded

That:

- (1) Bylaw No. 8794, for the rezoning of 140 Wellington Crescent from "Single Detached (RS1/E)" to "Coach House (ZS20) – Burkeville", be introduced and given first reading; and***
- (2) the area of notification for Rezoning Application 11-562552, for the purposes of the January 16, 2012 Public Hearing, be expanded to include all Burkeville addresses.***

CARRIED

2. APPLICATION BY 0897099 BC LTD. AND WEI CHEN FOR REZONING AT 4911/4931 MCLURE AVENUE FROM SINGLE DETACHED (RS1/E) TO SINGLE DETACHED (RS2/B)

(File Ref. No. 12-8060-20-8833, RZ 11-582017) (REDMS No. 3395803)

A brief discussion took place, as a result of a query regarding requirements for the construction of a secondary suite, and advice was provided that staff ensures that secondary suites are built according to provisions outlined in the building code. The code ensures good building practices without a lot of costly impediments.

It was moved and second

That Bylaw No. 8833, for the rezoning of 4911/4931 McLure Avenue from "Single Detached (RS1/E)" to "Single Detached (RS2/B)", be introduced and given first reading.

CARRIED

3. YAMAMOTO ARCHITECTURE INC. HAS APPLIED TO THE CITY OF RICHMOND FOR PERMISSION TO REZONE 9431, 9451 AND 9471 ALBERTA ROAD AND SURPLUS PORTION OF ALDER STREET ROAD ALLOWANCE FROM "SINGLE DETACHED (RS1/F)" TO "HIGH DENSITY TOWNHOUSES (RTH1)" IN ORDER TO DEVELOP A 34 UNIT THREE-STOREY TOWNHOUSE COMPLEX.

(File Ref. No. 12-8060-20-8834, RZ 11-562986) (REDMS No. 3397590)

A brief discussion took place between Committee and staff regarding:

- on-site parking provided through a side-by-side configuration or a tandem configuration, and the impact tandem parking may have on drivers using street parking sites overnight;
- an Acoustic Engineer is to identify noise mitigation measures to be taken to lessen aircraft noise; and
- two units have been identified as convertible to universal access standards.

Planning Committee
Wednesday, December 7, 2011

It was moved and seconded

That Bylaw No. 8834 for the rezoning of 9431, 9451, and 9471 Alberta Road and surplus portion of Alder Street road allowance from "Single Detached, (RS1/F)" to "High Density Townhouses (RTH1)", be introduced and given first reading.

CARRIED

4. APPLICATION BY HARPREET JOHAL FOR A REZONING AT 10131 BRIDGEPORT ROAD FROM SINGLE DETACHED (RS1/D) TO COMPACT SINGLE DETACHED (RC2)

(File Ref. No. 12-8060-20-8836, **RZ 11-578325**) (REDMS No. 3406432)

Mr. Jackson reported that the applicant had advised staff that he wished to pursue another development option, and for that reason staff asked the Committee to move Rezoning Application 11-578325 to the agenda for the Planning Committee meeting tentatively scheduled to take place on Tuesday, January 17, 2012.

Committee complied with the request.

It was moved and seconded

That Rezoning Application 11-578325 be forwarded to the agenda for the Planning Committee meeting tentatively scheduled to take place on Tuesday, January 17, 2012.

CARRIED

5. APPLICATION BY AM-PRI CONSTRUCTION LTD. FOR REZONING AT 7600 GARDEN CITY ROAD FROM SINGLE DETACHED (RS1/F) TO TOWN HOUSING (ZT50) – SOUTH MCLENNAN (CITY CENTRE)

(File Ref. No. 12-8060-20-8843, **RZ 11-565948**) (REDMS No. 3398963)

A comment was made regarding accessible townhouse units, and whether the availability of either units designed for conversion for universal accessibility, or units that have been converted, is information that can be sourced by disabled residents who are seeking this type of real estate.

Discussion ensued between Committee and staff regarding future townhouse unit developments and whether developers can be encouraged to include at least one townhouse unit that is fully converted for accessibility, with a chair lift or an elevator.

A suggestion was made that an education initiative, involving the Richmond Centre for Disability, to enable disabled persons to find and purchase a fully converted townhouse unit, would be a benefit to those people seeking to purchase accessible townhouse residences.

It was moved and seconded

That:

Bylaw No. 8843, for the rezoning of 7600 Garden City Road from "Single Detached (RS1/F)" to "Town Housing (ZT50) – South McLennan (City Centre)", be introduced and given first reading.

CARRIED

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

It was moved and seconded

That staff:

- (1) investigate the implications of incorporating an accessible single-storey housing unit within a townhouse unit development;***
- (2) provide a list of convertible units to the Richmond Centre for Disability as they come on stream; and***
- (3) examine the implications of a ground-oriented one-storey or two-storey unit to be partially or fully converted as part of initial developments, and report back.***

CARRIED

6. HAMILTON AREA PLAN UPDATE OPTIONS

(File Ref. No.) (REDMS No. 3414839)

Terry Crowe provided background information on the community planning options to update the Hamilton Area Plan, specifically Sub-Areas 2 and 3 (expanded). He stated that Oris Development offered to undertake a planning process under the City's direction. Mr. Crowe compared this offer to the one the City received from developer First Capital who undertook the successful densification plan for Broadmoor Shopping Centre.

Mr. Crowe reported that staff recommends Option 1 whereby Oris Development does all the work and pays for the studies with the City supervising the process.

Discussion ensued between Committee and staff, and in particular on:

- the City may suggest professionals, such as an environmental consultant or a geotechnical engineer that Oris may hire;
- as part of Option 1, the City would: supervise all work, issue scoping and public consultation, point out community sensitivities, translate the needs of the community, and so on, and challenge the developer to come up with proposals acceptable to the community;
- how to ensure that expectations of Hamilton residents are managed, and how, if Option 1 is accepted, to ensure that the plan incorporates innovative ideas regarding infrastructure and housing;

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- the anticipated time-frame for completion of the Hamilton Area Plan;
- what happens in the case of another developer coming forward with interest in Hamilton Sub-Areas 2 and 3; and
- the thoroughness of the consultation process.

Mr. Crowe referred to the Terms of Reference (TOR) for Option 1 to Plan Hamilton Sub-Areas 2 and 3, and noted that the TOR includes, among other details: (i) consultation considerations; (ii) Hamilton Area Plan requirements; (iii) Hamilton Neighbourhood Shopping Centre Area Planning Considerations; (iv) an implementation program; and (v) building heights, building form, urban design, amenities, transportation and engineering planning and service details.

Mr. Crowe stressed that the whole Hamilton community would be consulted in the planning process.

In response to Mr. Crowe's suggestion that staff submit memos to periodically update Council, Committee agreed that staff should instead bring forward reports, as necessary.

The Chair invited members of the public to address Committee.

Rob Dyck, 23321 Gilley Road, stated he was excited about the possibility of development to bring new services into Hamilton. He supported Oris Developments and said he found it a professional and capable company.

Shannon Power, 23531 Gilley Road, stated her concern about policing in the Hamilton area, and her desire to have better services, including perhaps a storefront police station. She was also concerned with the area's school being at maximum capacity, as well as traffic issues.

Dana Westermarck, Oris Development stressed that consultation would take place with all members of the Hamilton community, and confirmed that the entire neighbourhood would be consulted in the planning process. He noted that a recent focus group meeting in the area provided feedback regarding the current limited retail services in the area, and a desire on the part of the community to see the retail sector reinvigorated.

Mr. Westermarck concluded his remarks by acknowledging that Hamilton residents have concerns regarding school services, and traffic issues.

Gerry Biggar advised that he has owned property in the Hamilton community since 1971, and he noted that the area is on wetlands, that some of the homes are sinking, and that the ditches are full of water all year around. He further stated that many houses in the area are still using septic tanks.

Mr. Biggar stated that if the amenities for Hamilton were addressed, young families would find the area to be a good place to live.

The Chair thanked the speakers for expressing their views.

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As a result of the earlier discussion, and in particular Committee's stated desire to periodically receive reports from staff on the progress of the project, Committee agreed that the staff recommendation be amended to include the suggestion.

It was moved and seconded

That:

- (1) as outlined in the staff report dated November 29, 2011 from the General Manager, Planning and Development, entitled: "Hamilton Area Plan Update Options", Option 1 be endorsed; and*
- (2) staff report back to Council at regular intervals regarding the progress of the work plan for the Hamilton Area.*

CARRIED

COMMUNITY SERVICES DEPARTMENT

7. OPERATOR SELECTION FOR THE HAMILTON CHILD CARE FACILITY

(File Ref. No.) (REDMS No. 3408574)

It was moved and seconded

That the Society of Richmond Children's Centres be endorsed as the operator of the City-owned child care facility to be constructed at 23591 Westminster Highway.

CARRIED

PLANNING AND DEVELOPMENT DEPARTMENT

8. ECOWASTE INDUSTRIAL PROPOSAL – ROAD OPENING AND DEVELOPMENT

(File Ref. No. 10-6360-08) (REDMS No. 3371247)

Mr. Jackson provided background information regarding Ecowaste Industries' intent to develop 170 acres of industrial zoned land, located directly to the west of Port Metro Vancouver lands, for non-farm use.

He noted that Blundell Road, between No. 7 Road and Savage Road, is fully contained within the Agricultural Land Reserve (ALR), and that Ecowaste will seek approval from the Agricultural Land Commission in order to open and develop that part of Blundell Road.

Mr. Jackson added that during the Development Permit stage, the applicant would detail such issues as agricultural buffering to mitigate proposed works along the No. 7 Road canal that is designated as a Riparian Management Area and an Environmentally Sensitive Area.

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Discussion ensued between Committee and staff, and in particular on:

- how Ecowaste's property will provide an agricultural buffer between industrial buildings on the industrial zoned land and agricultural activities on surrounding agricultural lands;
- Ecowaste occupies a property that is zoned for industrial development, with no restrictions on the type of industrial uses;
- City staff is working with City of Delta staff regarding regional traffic patterns;
- the servicing agreement required of Ecowaste includes drainage infrastructure;
- the City's Agriculture Advisory Committee will comment on Ecowaste's application;
- the type of direction Port Metro Vancouver would go in if they acquired the site, and the light industrial use that Ecowaste will develop on the site; and
- if the non-farm use application for the road is approved staff would report back to Council at a later date on the Development Permit.

Thomas Land, General Manager of Ecowaste Industries Ltd. addressed Committee and made the following remarks:

- the property will not be sold, as Ecowaste Industries is intent on creating an industrial park on the site that will lead to 2,000 construction jobs, and 6,000 permanent positions upon completion of the project;
- a Traffic Impact Assessment (TIA), undertaken by Ecowaste's transportation consultant, will address traffic concerns; the Blundell Road corridor provides the only way Ecowaste is able to establish the proposed industrial development; and
- currently landfill is on Agricultural Land Reserve lands, and Ecowaste will return those lands to agriculture use, as per the agreements signed with the ALR.

Discussion resumed among Committee staff and Mr. Lam, regarding:

- Ecowaste Industries' lands are not part of the Metro Vancouver Fraser Port Lands, nor does Ecowaste have access to the Fraser River;
- Ecowaste Industries is considering big box industrial development, not industries that require port facilities;
- representatives from Ecowaste and City staff have had direct communication with Port Metro Vancouver staff regarding the proposed project; and
- how the Zoning Bylaw could restrict uses to port-related uses only.

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In response to a request, staff advised that information regarding Odessa would be submitted to Council.

It was moved and seconded

That:

- (1) *the opening and development of road works to extend Blundell Road from where it currently ends (on the east side of No. 7 Road) to Savage Road, be approved;*
- (2) *the opening and development of road works along Savage Road between Williams Road and Francis Road, be approved; and*
- (3) *authorization to Ecowaste Industries Ltd. to apply to the Agricultural Land Commission to open and develop Blundell Road between No. 7 Road and Savage Road as outlined in the staff report dated November 23, 2011 from the Director of Development be granted.*

CARRIED

OPPOSED: Councillor Harold Steves

9. MANAGER'S REPORT

No Manager's reports were given.

10. NEW BUSINESS

(i) Council Liaisons on the Committee Reviewing the 10 Year Richmond Social Planning Strategy

Committee agreed that: (i) Councillors Linda Barnes would continue to participate alongside staff on the committee that was established to review the Social Planning Strategy; and (ii) Councillor Bill McNulty would replace former Councillor Greg Halsey-Brandt on the committee.

(ii) Affordable Senior Housing

Councillor Linda Barnes reported that City staff from both Social Services and Development Applications divisions have met with Dr. Allan Lau, to explore ways to help him to provide affordable seniors housing.

(iii) Referral List

Councillor Evelina Halsey-Brandt queried when Standing Committees would receive a list of referrals. Mr. Erceg advised that the City Clerk's Office is working on the list.

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(iv) Delta Port Expansion

A request was made that staff update members of the Planning Committee and the Public Works and Transportation Committee regarding: (i) the Delta Port expansion project; (ii) the potential for expansion of southlands; and (iii) traffic from the Tsawwassen First Nation.

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

It was moved and seconded

That staff provide updates to the Planning Committee and to the Public Works and Transportation Committee regarding the expansion of the Delta Port, and the potential for expansion of Southlands, and potential traffic from Tsawwassen First Nation.

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:30 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Wednesday, December 7, 2011.

Councillor Bill McNulty
Chair

Sheila Johnston
Committee Clerk



City of Richmond
Planning and Development Department

Report to Committee

To: Planning Committee
From: Brian J. Jackson, MCIP
Director of Development
Date: December 9, 2011
File: RZ 11-578325
Re: **Application by Harpreet Johal for a Rezoning at 10131 Bridgeport Road from Single Detached (RS1/D) to Coach Houses (RCH)**

Staff Recommendation

1. That the following recommendation be forwarded to Public Hearing:

Single-Family Lot Size Policy 5448 for the area bounded by Bridgeport Road on the south, River Drive on the north, Shell Road on the east and No. 4 Road on the west (Section 23-5-6), adopted by Council on September 16, 1991, be amended to permit:

Properties along Bridgeport Road between No. 4 Road and McKessock Avenue to rezone and subdivide in accordance with the provisions of Compact Single Detached (RC2) or Coach Houses (RCH) provided there is lane access (as shown on **Attachment 3** to the report dated November 15, 2011 from the Director of Development); and

2. That Bylaw No. 8836, for the rezoning of 10131 Bridgeport Road from "Single Detached (RS1/D)" to "Coach Houses (RCH)", be introduced and given first reading.

Brian J. Jackson, MCIP
Director of Development

ES:blg
Att.

FOR ORIGINATING DEPARTMENT USE ONLY		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Affordable Housing	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	

Staff Report

Origin

Harpreet Johal has applied to rezone a 1083.9 m² (11,667 ft²) site consisting of one (1) lot located at 10131 Bridgeport Road from Single Detached (RS1/D) to Coach Houses (RCH) for the purpose of creating two (2) single-family lots approximately 12.573 m (41.25 ft.) wide.

This application is contrary to the existing Single-Family Lot Size Policy 5448, which has been in effect for over five years. Prior to being able to consider this rezoning application, the existing Single-Family Lot Size Policy 5448 must be amended to allow properties fronting Bridgeport Road between No. 4 Road and McKessock Avenue within this Policy area to be rezoned and subdivided as per Compact Single Detached (RC2) or Coach Houses (RCH) provided there is lane access.

Attachment 1 shows the location of the subject application.

Related Policies & Studies

OCP Designation

The Official Community Plan's (OCP) Generalized Land Use Map designation for this property is "Neighbourhood Residential".

Lot Size Policy 5448

The subject property lies within an area affected by Single Family Lot Size Policy 5448, which was adopted by Council on September 16, 1991 (**Attachment 2**). This Policy currently restricts rezoning and subdivision of properties along Bridgeport Road to Single Detached (RS1/D) unless there is lane or internal road access in which case Single Detached (RS1/B) is permitted.

Lane Establishment and Arterial Road Redevelopment Policies

The subject application is consistent with the City's Lane Establishment and Arterial Road Redevelopment Policies which encourages single-family residential and coach house development on properties along arterial roads where access to a fully operational municipal lane is available.

Aircraft Noise Sensitive Development Policy

The subject site is located within the Aircraft Noise Sensitive Development (ANSI) Policy Area within a designation (Area 2) that permits new single-family development that is supported by an existing Lot Size Policy. As a condition of rezoning, the applicant is required to register a restrictive covenant on Title to address aircraft noise mitigation and public awareness.

Part 1 – Proposed Amendment to Lot Size Policy 5448

The proposed amendment to Lot Size Policy 5448 (**Attachment 3**) would permit properties fronting Bridgeport Road between No. 4 Road and McKessock Avenue within this policy area to be rezoned and subdivided as per Compact Single Detached (RC2) or Coach Houses (RCH) provided there is lane access.

Consultation

In early October 2011, a letter regarding the proposed amendment to the Single-Family Lot Size Policy for this area (**Attachment 4**) was sent to all those properties within Lot Size Policy 5448 in Section 23-5-6. In response to this letter, four (4) phone calls and two (2) letters/e-mails (1 support, 1 opposing) were received from area residents (**Attachment 5**). Inquiries were primarily regarding the implications for their properties associated with the Single Family Lot Size Policy. Concerns included densification along the perimeter of the neighbourhood, lack of green space on small lots, increased traffic, and exclusion of the properties along Bridgeport Road between McKessock Avenue and Shell Road from the proposed lot size policy amendment. These concerns are discussed in the staff comments below.

Staff Comments**Denser Form of Development**

The City has been encouraging infill in the form of small lot single-family and coach house developments along arterial roads on the condition that a rear lane is provided. The existing Single-Family Lot Size Policy 5448 limits rezoning along Bridgeport Road to Single Detached (RS1/D) (minimum 15 m wide), unless there is a lane or internal road access then Single Detached (RS1/B) (minimum 12 m wide) is permitted.

The proposed amendment would allow rezoning along the north side of Bridgeport Road, where access is provided from a lane to Compact Single Detached (RC2) and Coach Houses (RCH) (minimum 9 m wide).

Compact lots and coach houses are appropriate along the arterial roads in this neighbourhood because of the proximity to commercial services, the bus service along Bridgeport Road, and the opportunity to introduce a new form of housing in the neighbourhood. The slightly narrower lot width and additional Floor Area Ratio (FAR) permitted will also address the financial viability of redevelopment of these properties given the land dedication and construction requirements for the rear lane.

Landscaping and Green space

A minimum amount of green space is a requirement of Zoning Bylaw 8500, which states that in RC2 and RCH zones, no more than 70% of a lot may be occupied by buildings, structures and non-porous surfaces. In addition, the front yards of the future developments must be enhanced. A landscape plan prepared by a Registered Landscape Architect will be required for all developments along Bridgeport Road. A minimum of two (2) trees and a combination of shrubs and ground covers must be accommodated within the front yards.

Access and Traffic

Staff concluded that the additional traffic from the proposed lot size policy amendment could be accommodated in the existing capacity of the fronting arterial roadways. All single-family lot subdivisions or rezonings in the area highlighted in this proposed policy shall access off the existing rear lanes in order to minimize the number of driveways and conflict points on the fronting arterial road. The developers will be required to enter into Servicing Agreements for lane design and construction where necessary.

Implications for other properties along Bridgeport Road between McKessock Avenue and Shell Road

Properties fronting on Bridgeport Road between McKessock Avenue and Shell Road within this Policy area are not included in the proposal because it will be difficult for the development to connect to an operational lane. In addition, this section has been identified for a comprehensive review to determine how the area can develop due to the existing lot geometry (large lots) and future potential plans to extend McKessock Place further south. The existing lot size policy allows these properties to rezone and subdivide to Single Detached (RS1/B) provided there is internal road or lane access. The potential rezoning and subdivision of the lot that raised this comment would not have sufficient width to create three (3) RC2 or RCH lots as asserted in the attached letter (**Attachment 5**) as corner lots must be 2 m wider.

Option 1: Retain the existing Single Family Lot Size Policy 5448 (*Not Recommended*).

Under this option:

- Rezoning and subdivision within the proposed amendment area would only be permitted as per the existing Single Detached (RS1/D) unless there is a lane or internal road access then Single Detached (RS1/B).
- Only two (2) of the lots within this section would be large enough to subdivide without consolidation, which may limit the potential to extend the lanes that have already been started in this area.

Option 2: Amend Lot Size Policy 5448 to permit rezoning and subdivision for properties along Bridgeport between No. 4 Road and McKessock Avenue as per Single Detached (RC2) or Coach Houses (RCH) (*Recommended*).

Under this option:

- Rezoning and subdivision would be permitted as per Compact Single Detached (RC2) or Coach Houses (RCH) on properties along Bridgeport Road between No. 4 Road and McKessock Avenue.

- The proposed amendment would increase the potential for redevelopment on an individual lot basis without land assembly due to the existing lot geometry and would result in continuation of the existing rear lane system started to date.
- Lane extensions will be more financially viable as slightly smaller lot widths and the additional FAR permitted will offset the land dedication and lane construction requirements.
- The amended Single-Family Lot Size Policy 5448 would be implemented for a minimum of five years (to 2017).

Option 3: Expand Single Family Lot Size Policy 5448 Area to include properties fronting Bridgeport Road between McKessock Avenue and Shell Road (Not Recommended).

Under this option:

- Rezoning and subdivision would be permitted as per Compact Single Detached (RC2) or Coach Houses (RCH) on properties along Bridgeport Road between McKessock Avenue and Shell Road.
- Due to the existing lot geometry along this section, it would be difficult for development to connect to an operational lane.
- This section has been identified for a comprehensive review to determine how the area can develop.

The Planning and Development Department supports **Option 2** for the following reasons:

- The reduction being sought to 9 m wide lots will not result in a significant increase in the overall number of lots within the quarter section.
- There is more likelihood that the lane will be extended adjacent to Bridgeport Road for the length of the proposed amendment area, thereby removing vehicle access from Bridgeport Road.

Part 2 – Proposed Rezoning of 10131 Bridgeport Road

Harpreet Johal has applied to rezone the subject 1083.9 m² (11,667 ft²) site consisting of one (1) lot located at 10131 Bridgeport Road in the study area from Single Detached (RS1/D) to Coach Houses (RCH) for the purpose of creating two (2) single-family lots approximately 12.573 m (41.25 ft.) wide.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (**Attachment 6**).

Surrounding Development

- To the north, are single-family lots zoned Single Detached (RS1/D);
- To the east, are two (2) single-family lots zoned Single Detached (RS1/B);
- To the south, across Bridgeport Road is a lot zoned Auto-Oriented Commercial (CA); and

- To the west, are single-family lots zoned Single Detached (RS1/D).

Staff Comments

Trees & Landscaping

A Certified Arborist's Report was submitted by the applicant, which identifies tree species, assesses the structure and condition of trees, and provides recommendations on tree retention and removal relative to the development proposal. The Report identifies and assesses:

- One (1) bylaw-sized tree on the neighbouring property to the west (10111 Bridgeport Road);
- One (1) bylaw-sized tree on the subject property; and
- One (1) bylaw-sized tree shared between the subject property and the neighbouring property to the west.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report and conducted a Visual Tree Assessment. The City's Tree Preservation Coordinator concurs with the Arborist's recommendations to:

- Retain and protect the bylaw-sized tree on the neighbouring property to the west (Tree #1), the bylaw-sized tree on the subject property which is currently fenced off as part of the adjacent property to the west (Tree #2), and the bylaw-sized tree which is shared between the subject property and the neighbouring property to the west (Tree #3).
- Tree protection fencing must be installed as per the Arborist Report dated July 2, 2011 as follows:
 - Tree #1: 4 m from base of stem on the east and south sides.
 - Tree #2: 1.5 m from base of stem on the northeast and south sides.
 - Tree #3: 2 m from base of stem on the northeast and south sides.

The Final Tree Retention Plan, which reflects the final outcome of tree protection and removal, is included as **Attachment 7**.

Council Policy adopted in 1995, encourages property owners to plant and maintain at least two (2) trees on every lot in recognition of the many benefits derived from urban trees. Consistent with this Policy, the applicant has agreed to plant and maintain three (3) trees [one (1) tree on Lot 1, two (2) trees on Lot 2 (minimum 6 cm calliper/2.5 m coniferous height)].

As a condition of rezoning, the applicant must submit a Landscape Plan, prepared by a Registered Landscape Architect, for the two (2) future lots along with a Landscaping Security (100% of the cost estimate provided by the Landscape Architect, including installation costs) to ensure that the three (3) replacement trees are planted and maintained, and that the front yard of the future lots will be enhanced.

To ensure the survival of protected trees, the applicant must submit the following prior to rezoning adoption:

- A Contract with a Certified Arborist for on-site supervision of all works to be conducted at development stage within close proximity to the tree protection zones of trees to be retained (including removal of the existing garage slab). The Contract must include the proposed number of site monitoring inspections (e.g. demolition, excavation, perimeter drainage etc.), as well as a provision for the Arborist to submit a post-construction impact assessment report for the City to review; and
- A Tree Survival Security to the City in the amount of \$3,000 (to reflect the 2:1 replacement ratio at \$500/tree) to ensure that Trees #1, 2 and 3 will be protected. The City will release 90% of the security after construction and landscaping on the future lots are completed, inspections are approved, and an acceptable post-construction impact assessment report is received. The remaining 10% of the security would be released one year later subject to inspection.

Affordable Housing

The Richmond Affordable Housing Strategy requires a secondary suite or coach house on 50% of new lots, or a cash-in-lieu contribution of \$1.00/ft² of total building area toward the Affordable Housing Reserve Fund for single-family rezoning applications.

This rezoning application to permit a subdivision to create two (2) lots, each with a principal single-family dwelling and accessory coach house above a garage, conforms to the Affordable Housing Strategy.

Flood Management

Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

Site Servicing and Vehicle Access

There are no servicing concerns with rezoning.

Vehicular access to Bridgeport Road is not permitted in accordance with Bylaw No. 7222. Access to the site at future development stage is to be from the proposed rear lane only.

Subdivision

At future subdivision stage, the applicant will be required to:

1. Enter into a standard Servicing Agreement for the design and construction of the proposed lane extension. The lane design to include but is not limited to: Storm sewer, sand/gravel base, roll curb and gutter (both sides), asphalt pavement, and lane lighting. Note: the design should also include water, storm and sanitary sewer service connections for both lots.
2. Pay Development Cost Charges (City and GVS & DD), School Site Acquisition Charge and Address Assignment Fee.

Analysis

Based on the low level of public opposition to the proposed amendment and the Lane Establishment and Arterial Road Development Policies in the Official Community Plan (OCP) an amendment to Lot Size Policy 5448 is proposed. The amended Policy effectively supports rezoning and subdivision to Compact Single Detached (RC2) and Coach Houses (RCH) - 9 m (29.5 ft.) wide lots along the north side of Bridgeport Road between No. 4 Road and McKessock Avenue.

Access to all the single-family or coach house lots fronting Bridgeport Road affected by the proposed amendment will be via a rear lane. All the relevant technical issues appear to be addressable.

Financial Impact or Economic Impact

None.

Conclusion

1. The proposal is to rezone one large lot to Coach Houses (RCH) for the purpose of creating two (2) single-family lots.
2. The Planning and Development Department supports the subject application because it is consistent with the Single-Family Lot Size Policy for the area recommended in the this report and it complies with Richmond Zoning Bylaw 8500 and all other applicable policies and land use designations contained within the Official Community Plan (OCP).

The list of rezoning considerations is included as **Attachment 8**, which has been agreed to by the applicant (signed concurrence on file).



Erika Syvokas
Planning Technician
(604-276-4108)

ES:blg

- Attachment 1: Location Map/Aerial Photo
- Attachment 2: Existing Single-Family Lot Size Policy 5448
- Attachment 3: Proposed Single-Family Lot Size Policy 5448
- Attachment 4: Neighbourhood Consultation Letter
- Attachment 5: Letters Received
- Attachment 6: Development Application Data Sheet
- Attachment 7: Tree Survey/Proposed Subdivision Layout – 10131 Bridgeport Road
(RZ 11- 578325)
- Attachment 8: Rezoning Considerations Concurrence

City of Richmond

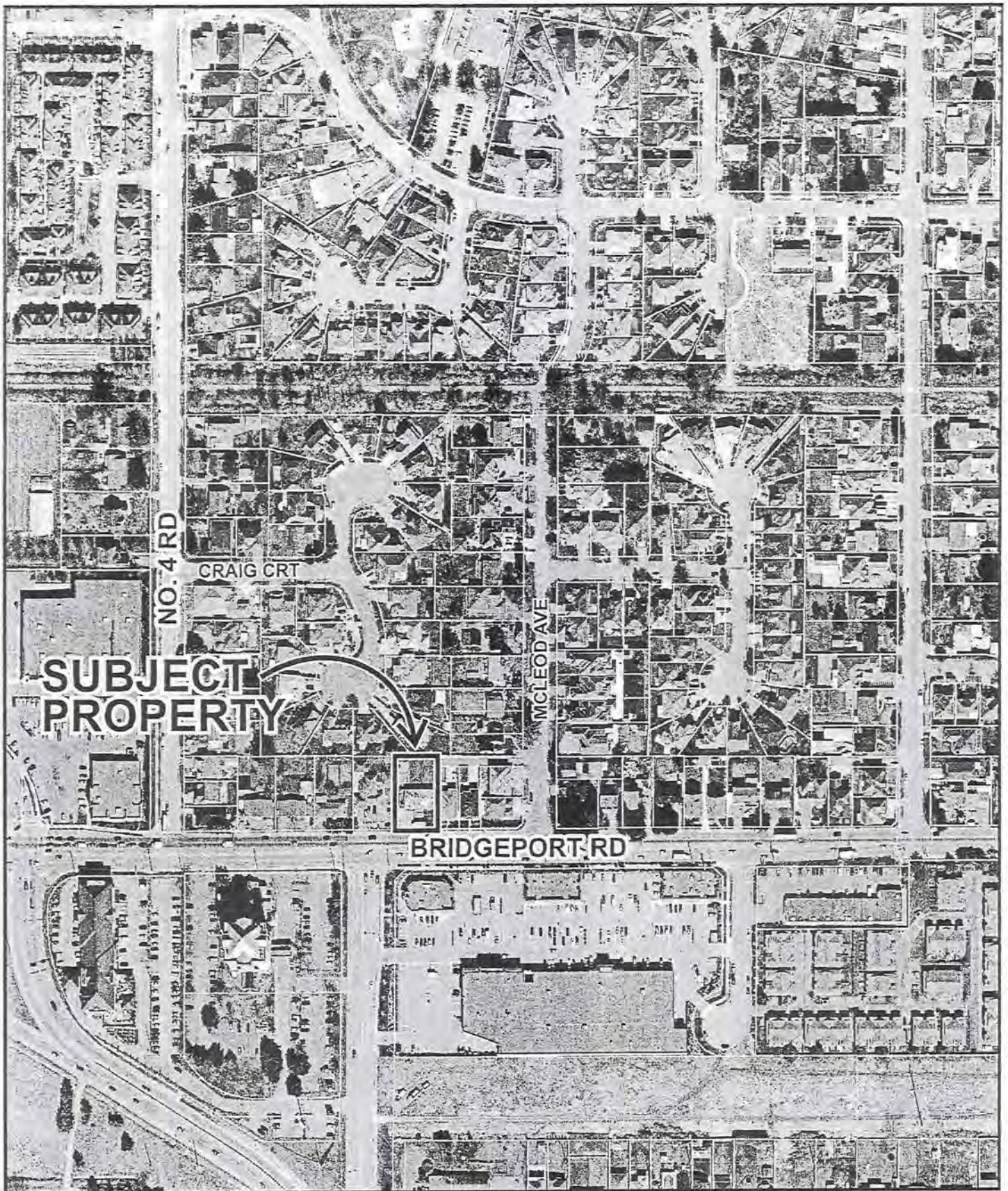
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RZ 11-578325

Original Date: 05/11/11

Revision Date:

Note: Dimensions are in METERS



RZ 11-578325

Original Date: 05/12/11

Revision Date:

Note: Dimensions are in METRES



City of Richmond

Policy Manual

Page 1 of 2

Adopted by Council: September 16, 1991

POLICY 5448

File Ref: 4045-00

SINGLE-FAMILY LOT SIZE POLICY IN QUARTER-SECTION 23-5-6

POLICY 5448:

The following policy establishes lot sizes in a portion of Section 23-5-6, bounded by the **Bridgeport Road, Shell Road, No. 4 Road and River Drive:**

That properties within the area bounded by Bridgeport Road on the south, River Drive on the north, Shell Road on the east and No. 4 Road on the west, in a portion of Section 23-5-6, be permitted to subdivide in accordance with the provisions of Single-Family Housing District (R1/B) in Zoning and Development Bylaw 5300, with the following provisions:

- (a) Properties along Bridgeport Road and Shell Road will be restricted to Single-Family Housing District (R1/D) unless there is lane or internal road access in which case Single-Family Housing District (R1/B) will be permitted,
- (b) Properties along No. 4 Road and River Drive will be restricted to Single-Family Housing District (R1/C) unless there is lane or internal road access in which case Single-Family Housing District (R1/B) will be permitted;

and that this policy, as shown on the accompanying plan, be used to determine the disposition of future single-family rezoning applications in this area, for a period of not less than five years, unless changed by the amending procedures contained in the Zoning and Development Bylaw.



Subdivision permitted as per **R1/B** except:

1. River Drive: **R1/C** unless there is a lane or internal road access, then **R1/B**.
2. Shell Road: **R1/D** unless there is a lane or internal road access, then **R1/B**.
3. No. 4 Road: **R1/C** unless there is a lane or internal road access then **R1/B**.
4. Bridgeport Road: **R1/D** unless there is a lane or internal road access then **R1/B**.



POLICY 5448 SECTION 23, 5-6

Adopted Date: 09/16/91

Amended Date:



City of Richmond

Policy Manual

Page 1 of 2	Proposed Single Family Lot Size Policy 5448	POLICY 5448
File Ref: 4045-00	SINGLE-FAMILY LOT SIZE POLICY IN QUARTER-SECTION 23-5-6	

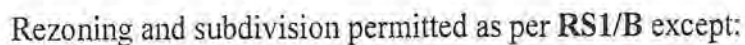
POLICY 5448:

The following policy establishes lot sizes in a portion of Section 23-5-6, bounded by the **Bridgeport Road, Shell Road, No. 4 Road and River Drive:**

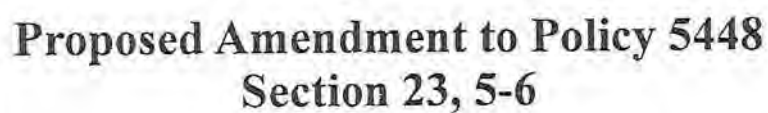
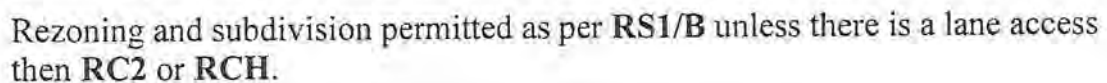
That properties within the area bounded by Bridgeport Road on the south, River Drive on the north, Shell Road on the east and No. 4 Road on the west, in a portion of Section 23-5-6, be permitted to rezone and subdivide in accordance with the provisions of Single Detached (RS1/B) in Zoning and Development Bylaw 8500, with the following provisions:

- (a) Properties along Bridgeport Road (between McKessock Avenue and Shell Road) and along Shell Road will be restricted to Single Detached (RS1/D) unless there is lane or internal road access in which case Single Detached (RS1/B) will be permitted;
- (b) Properties along Bridgeport Road between No. 4 Road and McKessock Avenue will be restricted to Single Detached (RS1/D) unless there is lane access in which case Compact Single Detached (RC2) and Coach Houses (RCH) will be permitted;
- (c) Properties along No. 4 Road and River Drive will be restricted to Single-Family Housing District (R1/C) unless there is lane or internal road access in which case Single-Family Housing District (R1/B) will be permitted;

and that this policy, as shown on the accompanying plan, be used to determine the disposition of future single-family rezoning applications in this area, for a period of not less than five years, unless changed by the amending procedures contained in the Zoning and Development Bylaw.



1. River Drive: **RS1/C** unless there is a lane or internal road access, then **RS1/B**.
2. Shell Road: **RS1/D** unless there is a lane or internal road access, then **RS1/B**.
3. No. 4 Road: **RS1/C** unless there is a lane or internal road access then **RS1/B**.
4. Bridgeport Road: **RS1/D** unless there is a lane or internal road access then **RS1/B**.



Amended Date:



City of Richmond

6911 No. 3 Road, Richmond, BC V6Y 2C1
 Telephone (604) 276-4000
www.city.richmond.bc.ca

October 3, 2011
 File: 11-578325

Planning and Development Department
 Policy Planning
 Fax: 604-276-4052

Dear Owner/Resident:

**Re: Proposed Amendment to Single-Family Lot Size Policy 5448
 to Permit 10131 Bridgeport Road to Subdivide to Single Detached (RC2) Lots**

The purpose of this letter is to inform you of a proposed amendment to the Single-Family Lot Size Policy 5448 for your area and a rezoning application for 10131 Bridgeport Road under consideration by the City.

Rezoning Application for 3491 No. 5 Road

Harpreet Johal has applied to the City of Richmond for permission to rezone 10131 Bridgeport Road from "Single Detached (RS1/D)" to "Compact Single Detached (RC2)" in order to permit a subdivision to create two (2) single-family lots. This application is being processed under City file No. RZ 11-578325. A condition of this rezoning is that a lane is required to be established on the subject properties to provide access.

Single Family Lot Size Policy 5448

In 1991, City Council adopted Lot Size Policy 5448 (see **Attachment 1**). This Policy currently permits rezoning and subdivision of single-family lots in your area to Single Detached (RS1/B), except for specific areas along the major exterior roads where lots without lane or internal road access are restricted to Single Detached (RS1/C) and Single Detached (RS1/D). The table below lists the minimum lot dimension, area and density of the zones permitted in certain areas covered under Policy 5448:

Zone	Min. Width	Min. Depth	Min. Area	Max. FAR
RS1/B	12 m (39.527 ft.)	24 m (78.740 ft)	360 m ² (3,875.13 ft ²)	0.55 applied to a max. of 464.5 m ² of the lot area, together with 0.30 applied to the balance of the lot area in excess of 464.5 m ² .
RS1/C	13.5 m (44.291 ft.)	24 m (78.740 ft)	360 m ² (3,875.13 ft ²)	
RS1/D	15 m (49.291 ft.)	24 m (78.740 ft)	450 m ² (4,843.92 ft ²)	

Proposed Amendment

Since 2001, the City has been encouraging small single-family developments along arterial roads on the condition that a rear lane access is provided.

An amendment has been proposed by the applicant to Policy 5448 for Council's consideration that would allow properties fronting Bridgeport Road between McKessock Avenue and No. 4 Road, including 10131 Bridgeport Road, to rezone and subdivide in accordance with Compact Single Detached (RC2) and Coach Houses (RCH). New parcels which may be created in the RC2 and RCH zones must be a minimum of:

Zone	Min. Width	Min. Depth	Min. Area
RC2	9 m (29.527 ft.)	24 m (78.740 ft)	270 m ² (2,906.35 ft ²)

The proposed amended Policy is shown in **Attachment 2**.

The intent is to allow for smaller lots at a slightly higher density on properties fronting Bridgeport Road in accordance with the City's Official Community Plan which encourages that type of development.

This amendment would enable the City to consider other similar rezoning applications along this section of Bridgeport Road. It should be emphasized that the proposed amendment to Policy 5448 would only apply to the properties along Bridgeport Road between No. 4 Road and McKessock Avenue and would not change the zoning permitted elsewhere in the neighbourhood.

You are being advised of this proposal because this is the first rezoning application along Bridgeport Road that requires a change to Single-Family Lot Size Policy 5448.

Process

Please review the accompanying materials. Please forward any comments or concerns with either the proposed amendment to Single Family Lot Size Policy 5448, or the proposed rezoning of 10131 Bridgeport Road from Single Detached (RS1/D) to Compact Single Detached (RC2) to the undersigned at the address above before **October 28th, 2011**.

Following receipt of public comments, staff will complete a report to Planning Committee. It is proposed that the amendment to Single-Family Lot Size Policy 5448 and the rezoning application at 10131 Bridgeport Road be considered concurrently by the Planning Committee and City Council in the near future once the staff review is complete. If supported by the Planning Committee, both items would then be subsequently considered by Council at a Public Hearing. You will be provided with the opportunity to address Council on both the proposed amendment to Single-Family Lot Size Policy 5448 and the rezoning application at 10131 Bridgeport Road at this Public Hearing.

Please note that the applicant's proposed amendment to Lot Size Policy 5448 does not imply that staff and/or Council automatically support the in-stream or future rezoning applications for properties along Bridgeport Road within this area. All rezoning applications will continue to receive the same attention and scrutiny and are required to go through a Public Hearing process.

If you have any questions or require further explanation, please do not hesitate to contact the undersigned by phone at 604-276-4018, via email at esyvokas@richmond.ca, or in writing.

Yours truly,



Erika Syvokas
Planning Technician

- Att.(4): Attachment 1 - Existing Single-Family Lot Size Policy 5448
Attachment 2 – Proposed Amended Single-Family Lot Size Policy 5448
Attachment 3 – Location Map of Rezoning Application at 10131 Bridgeport Road
Attachment 4 – Proposed Subdivision Plan of 10131 Bridgeport Road

10697 McKessock Place,
Richmond, B.C.,
V6X 3Y3

October 25, 2011
File: 11-578325

**Re: Proposed Amendment to Single-Family Lot Size Policy 5448
To Permit 10131 Bridgeport Road to Subdivide to Single Detached (RC2) Lots**

I am writing to object to the above zoning amendments.

By allowing such a sample of 10131 Bridgeport Road to subdivide to single detached lots, which will also open up opportunity for other big lots owners in our neighborhood for them to subdivide their big lot into lots of smaller lots. This will lead to more traffic to our neighborhood and put pressure on the parents when taking care of their children while they play in the yard. Adding a back lane is also dangerous to the owners of nearby properties since thefts like to find places to hide and back lane is a good sample of hiding place.

Overall, I feel the amendment that would allow this to take place is not in the best interest of the citizens of Bridgeport, and I strongly urge you to reconsider your decision.

Sincerely,



Shiu Ying Chan

A Concerned Home Owner

Syvokas, Erika

From: brian cray [briancray@hotmail.com]
Sent: October 13, 2011 4:31 PM
To: Syvokas, Erika
Subject: File 11-578325

Subject: File 11-578325

Dear Ms. Syvokas:

We have chatted a couple of times on the phone and this email is to put into more detail about this rezone for the area on Bridgeport road from Mckessock ave. to No 4 road N/s.

I am not against this rezone. But I have a few concerns regarding my zoning.

I live at 10651 Bridgeport Road at Mckessock. This rezone comes right up to me at Mckessock drive. At present we are all in the same existing policy(5448). The properties affected are all like mine...with minimal depth, and different widths. They could apply to go R1B as I can. Instead they are asking to go RC2 that gives different widths. I would be able to get 2 lots as min lot width is 12m (39.527ft).

All I am asking is to be rezoned like the rest of Bridgeport road with zone RC2. That would enable me to go from R1B with min lot width of 12m(39.527ft), to a min lot width of 9m (29.527ft). It would enable me to get 3 lots instead of 2 and would be in keeping with the area if this rezone included me. All that is needed is to extend the map one more property. I would still have to put a lane in, but I would have to do that now.

After talking with you, I get the impression the City of Richmond planners are lumping me in with the large lots next to me. While there is a possibility that a developer could come in and also acquire my lot with those large lots because it is next to theirs, I believe it much more likely that I would want to develop my lot like it is currently zoned...a lane with lots. The only question would be, would I be able to get 2 lots or 3 that this rezone would give next to me.

I would like to be included in the change of policy 5448 and rezone of Bridgeport road be extended by one property. My property's size, corner location, easement, and proximity to this proposed rezone makes RC2 a natural fit.

If this is not acceptable to the City of Richmond, then I would be very interested in what they have in mind for my block in the future in regards to zoning potential and my property in particular. I would be happy to have a meeting with your planners to discuss this.

Thank you.

Brian Cray
604-273-3363

PLN - 40

13/10/2011



City of Richmond

6911 No. 3 Road
Richmond, BC V6Y 2C1
www.richmond.ca
604-276-4000

Development Application Data Sheet

RZ 11-578325

Attachment 6

Address: 10131 Bridgeport Road

Applicant: Harpreet Johal

Planning Area(s): Bridgeport (2.12)

	Existing	Proposed
Owner:	Harpreet Kaur Johal and Resham Kaur Pahl	To be determined
Site Size (m²):	1083.9 m ²	Two (2) lots, 467 m ² and 466 m ²
Land Uses:	One (1) single detached dwelling	Two (2) single detached dwellings with one (1) coach house per lot
OCP Designation:	Generalized Land Use Map Designation – “Neighbourhood Residential”	No change
Area Plan Designation:	Residential (Single-Family)	No change
702 Policy Designation:	Single Detached (RS1/D) unless there is a lane or internal road access then Single Detached (RS1/B)	Compact Single Detached (RC2) or Coach Houses (RCH) provided there is lane access
Zoning:	Single Detached (RS1/D)	Coach Houses (RCH)
Other Designations:	The OCP Lane Establishment and Arterial Road Redevelopment Policies permit residential redevelopment where there is access to an existing operational rear lane.	No change

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.6	Max. 0.6	none permitted
Lot Coverage – Building:	Max. 50 %	50%	none
Lot Size (min. dimensions):	270 m ²	Lot 1- 467 m ² Lot 2- 466 m ²	none
Setback – Front & Rear Yards (m):	Min. 6 m	Min. 6 m	none
Setback – Side Yard (m):	Min. 1.2 m	Min. 1.2 m	none
Height (m):	2.5 storeys	2.5 storeys	none

Other: Tree replacement compensation required for loss of significant trees.

TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION OF EAST PART LOT "A"
SECTION 23 BLOCK 5 NORTH RANGE 6 WEST NEW WESTMINSTER
DISTRICT PLAN 21944

#10131 BRIDGEPORT ROAD,
 RICHMOND, B.C.
 P.L.D. 003-753-751

SCALE: 1:200

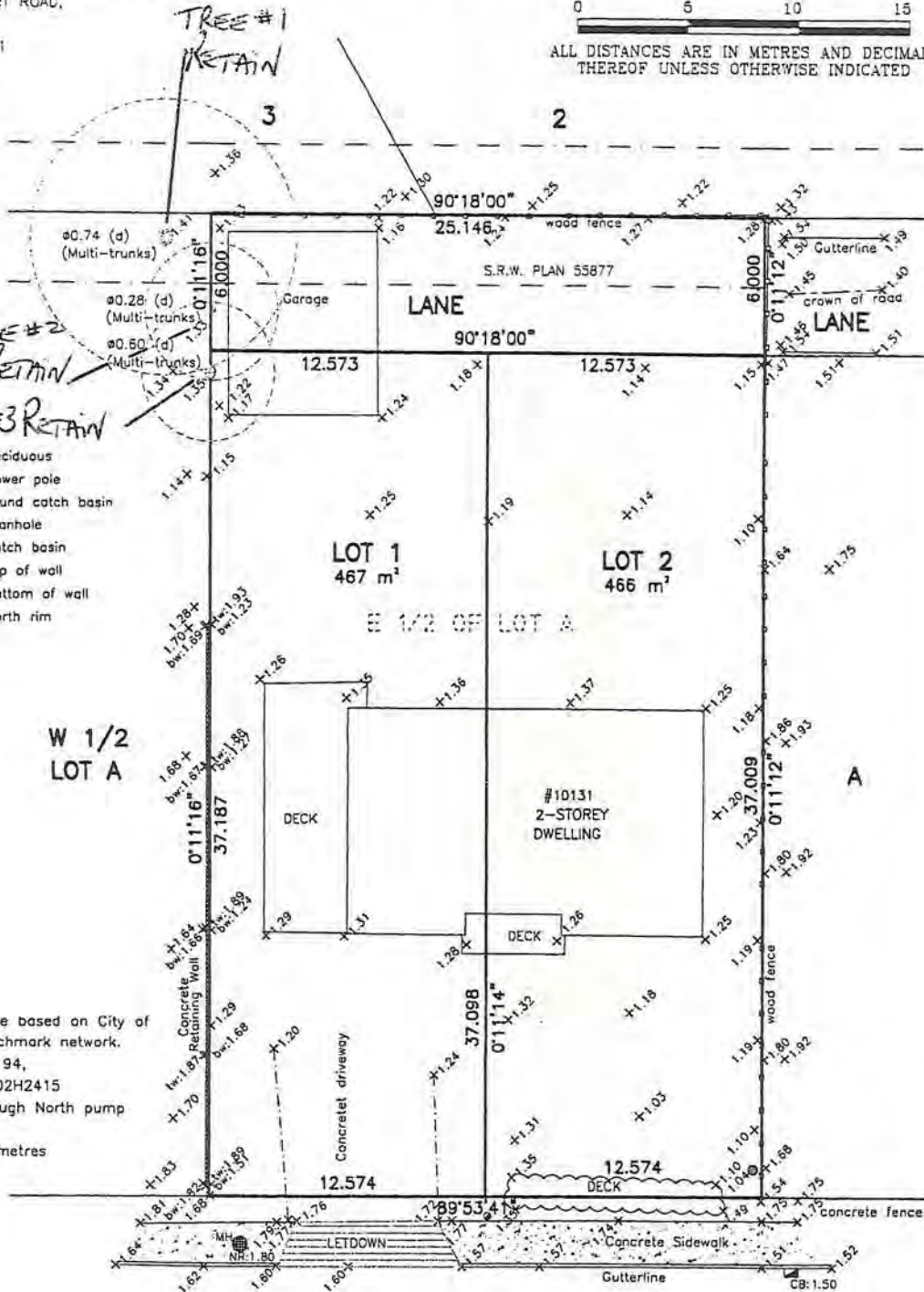
0 5 10 15

ALL DISTANCES ARE IN METRES AND DECIMALS
 THEREOF UNLESS OTHERWISE INDICATED



- LEGEND:**
- (d) denotes deciduous
 - ⊙ denotes power pole
 - ⊙ denotes round catch basin
 - MH ⊙ denotes manhole
 - CB ⊙ denotes catch basin
 - tw denotes top of wall
 - bw denotes bottom of wall
 - NR denotes north rim

NOTE:
 Elevations shown are based on City of
 Richmond HPN Benchmark network.
 Benchmark: HPN #194,
 Control Monument 02H2415
 In slab of Both Slough North pump
 station E of No.5 Rd.
 Elevation = 3.337 metres



© copyright
 J. C. Tam and Associates
 Canada and B.C. Land Surveyor
 115 - 8833 Odlin Crescent
 Richmond, B.C. V6X 3Z7
 Telephone: 214-8928
 Fax: 214-8929
 E-mail: office@jctam.com
 Website: www.jctam.com
 Job No. 4395
 FB-180 P6-7
 Drawn By: MY

BRIDGEPORT ROAD

CERTIFIED CORRECT:
 LOT DIMENSION ACCORDING TO
 FIELD SURVEY.

Johnson C. Tam
 JOHNSON C. TAM, B.C.L.S.

PLN - 42

MARCH 31st, 2011.

DWG No. 4395-TOPO

Rezoning Considerations

10131 Bridgeport Road RZ 11-578325

Prior to final adoption of Zoning Amendment Bylaw 8836, the applicant is required to complete the following:

1. Adoption of Lot Size Policy Amendment 5448.
2. Provincial Ministry of Transportation and Infrastructure approval.
3. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs. The Landscape Plan should:
 - Comply with the guidelines of the OCP's Lane Establishment and Arterial Road Redevelopment Policies and should not include hedges along the front property line;
 - Include a mix of coniferous and deciduous trees; and
 - Include the required three (3) trees [one (1) tree on Lot 1, two (2) trees on Lot 2] with a minimum size height of 6 cm deciduous calliper/2.5 m coniferous height.
4. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any works to be conducted within the Tree Protection Zone (including removal of the existing garage slab) of the off-site tree (Tree #1) to be protected located on the neighbouring property to the west (10111 Bridgeport Road), the on-site tree to be retained (Tree # 2), and the shared tree (Tree #3) located on the west property line of the subject property. The Contract must include the scope of work to be undertaken, including: the proposed number of site monitoring inspections (e.g. demolition, excavation, perimeter drainage etc.) and a provision for the Arborist to submit a post-construction impact assessment report to the City for review.
5. Submission of a Tree Survival Security to the City in the amount of \$3,000 for Trees # 1, 2 & 3. The City will release 90% of the security after construction and landscaping on the future lots are completed, inspections are approved, and an acceptable post-construction impact assessment report is received. The remaining 10% of the security would be released one (1) year later subject to inspection.
6. Registration of a flood indemnity covenant on Title.
7. Registration of an aircraft noise sensitive covenant on Title.

At Demolition stage*, the applicant will be required to:

- Install Tree Protection Fencing as per Arborist Report dated July 2, 2011 as follows:
 - Tree #1: 4 m from base of stem on the east and south sides.
 - Tree #2: 1.5 m from base of stem on the northeast and south sides.
 - Tree #3: 2 m from base of stem on the northeast and south sides.

Tree protection fencing must be installed to City standard prior to demolition of the existing dwelling on-site and must remain in place until construction and landscaping on the future lots is completed.

At Subdivision stage*, the applicant will be required to:

1. Enter into a standard Servicing Agreement for the design & construction of the proposed lane extension. The lane design to include, but is not limited to: storm sewer, sand/gravel base, roll curb & gutter (both sides), asphalt pavement, and lane lighting. Note: the design should also include water, storm and sanitary sewer service connections for both lots.
2. Pay Development Cost Charges (City and GVS & DD), School Site Acquisition Charge and Address Assignment Fee.

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.

[Signed original on file]

Signed

Date



**Richmond Zoning Bylaw 8500
Amendment Bylaw 8836 (RZ 11-578325)
10131 BRIDGEPORT ROAD**

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 **COACH HOUSES (RCH)**.

P.I.D. 003-753-751

East Part Lot "A" Section 23 Block 5 North Range 6 West New Westminster District
Plan 21944

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 8836"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

MINISTRY OF TRANSPORTATION AND
INFRASTRUCTURE APPROVAL

OTHER DEVELOPMENT REQUIREMENTS SATISFIED

ADOPTED

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 

MAYOR

CORPORATE OFFICER



City of Richmond
Planning and Development Department

Report to Committee
Fast Track Application

To: Planning Committee
From: Brian J. Jackson, MCIP
Director of Development
Date: November 30, 2011
File: RZ 11-591646
Re: **Application by Rumi Mistry for Rezoning at 10380 Williams Road from Single Detached (RS1/E) to Compact Single Detached (RC2)**

Staff Recommendation

That Bylaw No.8850, for the rezoning of 10380 Williams Road from "Single Detached (RS1/E)" to "Compact Single Detached (RC2)", be introduced and given first reading.

Brian J. Jackson, MCIP
Director of Development

ES:blg
Att.

FOR ORIGINATING DEPARTMENT USE ONLY		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Affordable Housing	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	

Item	Details
Application	RZ 11-591646
Location	10380 Williams Road
Owners	Kaiwan Rummy Mistry, Sheroy Rummy Mistry & Rumi Eruchshaw Mistry
Applicant	Rumi Eruchshaw Mistry

Date Received	October 6, 2011
Acknowledgement Letter	October 27, 2011
Fast Track Compliance	November 21, 2011
Staff Report	November 28, 2011
Planning Committee	January 17, 2012

Site Size	722 m ² (7,771.8 ft ²)
Land Uses	Existing – One (1) single detached dwelling
	Proposed – Two (2) single detached lots, each approximately 361 m ² (3,885.9 ft ²)
Zoning	Existing – Single Detached (RS1/E)
	Proposed – Compact Single Detached (RC2)
Planning Designations	<ul style="list-style-type: none"> • Official Community Plan (OCP) Generalized Land Use Map designation – “Neighbourhood Residential”. • OCP Specific Land Use Map designation - “Low-Density Residential”. • Lot Size Policy 5443 (adopted by Council 1990/amended 2006) - permits rezoning and subdivision of lots fronting Williams Road to “Single Detached (RC2)” or “Coach Houses (RCH)” providing no direct accesses are created to the arterial roads (Attachment 2). The current proposal would create two (2) lots, each approximately 10.97 m wide, with vehicle access from an existing operational rear lane off Aragon Road. • Lane Establishment and Arterial Road Redevelopment Policies - The rezoning application complies with the City's Lane Establishment and Arterial Road Redevelopment Policies, as it is a single-family residential development proposal with access to an operational lane. <p><i>This application conforms with applicable land use designations and policies</i></p>

<p>Surrounding Development</p>	<ul style="list-style-type: none"> • The subject property is located on the south side of Williams Road between Aquila Road and Aragon Road. In recent years, both the north and south sides of this block of Williams Road have undergone considerable redevelopment to smaller lots through rezoning and subdivision. Other lots within close proximity have redevelopment potential due to the existing rear lane system. • Development immediately surrounding the subject lot is as follows: <ul style="list-style-type: none"> ○ To the north across Williams Road are new single detached dwellings zoned "Compact Single Detached (RC1)"; ○ To the east are two lots recently rezoned "Coach Houses (RCH)"; ○ To the south are single detached dwellings zoned "Single Detached (RS1/E)"; and ○ To the west is a single detached dwelling zoned "Single Detached (RS1/E)" which is currently the subject of a rezoning application for "Coach Houses (RCH)" (RZ 11-585027).
<p>Staff Comments</p>	<p><u>Background</u></p> <p>A Development Application Data Sheet providing details about the development proposal is attached (Attachment 3).</p> <p><u>Trees & Landscaping</u></p> <ul style="list-style-type: none"> • The site survey (Attachment 4) submitted by the applicant shows the presence of: <ul style="list-style-type: none"> ○ six (6) bylaw-sized trees on the subject property; and ○ three (3) bylaw-sized trees on City-owned property along the Williams Road frontage. • The City's Tree Preservation Coordinator reviewed the Arborist's Report and conducted a Visual Tree Assessment. The City's Tree Preservation Coordinator concurs with the Arborist's recommendation to: <ul style="list-style-type: none"> ○ Remove and replace the six (6) bylaw-sized trees on site (Trees #501, 502, 503, 504, 505, & 506) which are not viable for retention as: <ul style="list-style-type: none"> ○ They exhibit structural defects (due to previous topping at 2 m heights) that significantly limit the their life expectancy.

Staff Comments (Cont'd)

- The existing grade is located 1 m below the crown of the road and as a result, required grade changes to meet the Flood Plain Bylaw requirements would further limit the viability of these trees.
- They are in conflict with the allowable building envelope.
- Retain and protect the three (3) bylaw-sized trees on City owned property (Trees A, B & C). As all three trees are located in concrete sidewalks, tree protection barriers are not required.

The final Tree Retention Plan is included in **Attachment 4**.


- Based on the 2:1 replacement ratio goal in the OCP, and the size requirements for replacement trees in the City's Tree Protection Bylaw, a total of twelve (12) replacement trees are required to be planted and maintained on the future lots with the following sizes:

# Replacement Trees	Min. calliper of deciduous tree		Min. height of coniferous tree
4	6 cm	or	3.5 m
2	8 cm		4 m
6	9 cm		5 m

- Considering the limited space in the yards of the future lots, the applicant proposes to plant and maintain a portion of the required replacement trees and provide a voluntary contribution to the City's Tree Compensation Fund in the amount of \$500/tree in-lieu of planting the balance of required replacement trees on-site.
- As a condition of rezoning, the applicant must submit a Landscape Plan, prepared by a Registered Landscape Architect, along with a Landscaping Security (100% of the cost estimate provided by the Landscape Architect, including installation costs) to illustrate the number of replacement trees that can suitably be planted and maintained on-site and that the front yards of the future lots will be enhanced.

Staff Comments (Cont'd)	<p><u>Affordable Housing</u></p> <ul style="list-style-type: none"> Richmond's Affordable Housing Strategy requires a suite on 50% of new lots, or a cash-in-lieu contribution of 1.00/ft² of total building area towards the City's Affordable Housing Reserve Fund for single-family rezoning applications. The applicant proposes to provide a legal secondary suite on one (1) of the two (2) future lots at the subject site. To ensure that the secondary suite is built to the satisfaction of the City in accordance with the City's Affordable Housing Strategy, 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 suite is constructed to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw. This legal agreement is required prior to rezoning adoption. This agreement will be discharged from Title (at the initiation of the applicant) on the lot where the secondary suite is not required by the Affordable Housing after the requirements are satisfied. Should the applicant change their mind prior to rezoning adoption about the affordable housing option selected, a voluntary contribution to the City's Affordable Housing Reserve Fund in-lieu of providing the secondary suite will be accepted. In this case, the voluntary contribution would be required to be submitted prior to final adoption of the rezoning bylaw, and would be based on \$1.00/ft² of total building area of the single detached dwellings (i.e. \$4,664). <p><u>Site Servicing</u></p> <p>Prior to Final Adoption of the Rezoning the following requirements must be complete:</p> <ol style="list-style-type: none"> Enter into a standard Servicing Agreement for the design and construction of lane upgrading from the western property line of the site to the western property line of 10382 Williams Road. Improvements to include, but not limited to: storm sewer, sand/gravel base, rollover curb & gutter, asphalt pavement, and lane lighting. Connect to existing improvements at western property line of 10382 Williams Road. Note: Design to include: water, storm and sanitary connections. Registration of a Flood Covenant (Area A- 2.9 m). <p>There are no servicing requirements for the undeveloped lane that runs north-south immediately to the east of the subject property as this section of lane is for sanitary purposes only, with no future plans to permit vehicular access.</p>
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Staff Comments (Cont'd)	<p><u>Vehicular Access</u> Vehicular access to the site at future development stage is not permitted to or from Williams Road as per Bylaw 7222. Access is to be from the rear lane only.</p> <p><u>Flood Management</u> Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.</p> <p><u>Subdivision</u> At future Subdivision stage, the applicant will be required to pay Development Cost Charges (City and GVS & DD), School Site Acquisition Charge and Address Assignment Fee. Note: Servicing costs to be determined via the Servicing Agreement.</p>
Analysis	<p>This is a relatively straightforward redevelopment proposal. This redevelopment proposal is consistent with Lot Size Policy 5443 as the property is into two (2) lots, each approximately 10.973 m wide. The rezoning application also complies with the Lane Establishment and Arterial Road Redevelopment Policies, as it is a residential development on an arterial road where there is an existing municipal lane. The future lots will have vehicle access to the laneway with no access being permitted onto Williams Road.</p>
Attachments	<p>Attachment 1: Location Map/Aerial Photo Attachment 2: Lot Size Policy 5443 Attachment 3: Development Application Data Sheet Attachment 4: Tree Survey and Proposed Subdivision Plan</p>
Recommendation	<p>Staff have reviewed the technical merits of the application for rezoning of 10380 Williams Road. The rezoning application complies with all policies and land use designations contained within the Official Community Plan (OCP) and is consistent with the direction of redevelopment currently ongoing in the surrounding area. On this basis, staff support the application.</p>



Erika Syvokas
Planning Technician
(604-276-4108)

ES:blg

Prior to final adoption of Zoning Amendment Bylaw 8850, the developer is required to complete the following:

1. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the landscape architect (including installation costs). The landscape plan should:

- Include the proposed number of replacement trees that can suitably be planted and maintained on-site, with the following minimum sizes:

# Replacement Trees	Min. calliper of deciduous tree	or	Min. height of coniferous tree
4	6 cm		3.5 m
2	8 cm		4 m
6	9 cm		5 m

- Comply with the guidelines of the OCP's Lane Establishment and Arterial Road Redevelopment Policies and should not include hedges along the front property line; and
 - Include a mix of coniferous and deciduous trees.
2. The City's acceptance of the applicant's voluntary contribution in the amount of \$500/ tree to the City's Tree Compensation Fund for the planting of replacement trees within the City, in-lieu of planting the balance of required replacement trees on-site.
 3. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on one (1) of the two (2) future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.

Note: Should the applicant change their mind about the Affordable Housing option selected prior to final adoption of the Rezoning Bylaw, the City will accept a voluntary contribution of \$1.00 per buildable square foot of the single-family developments (i.e. \$4,664) to the City's Affordable Housing Reserve Fund in-lieu of registering the legal agreement on Title to secure a secondary suite.

4. Registration of a flood indemnity covenant on Title.
5. Enter into a standard Servicing Agreement for the design & construction of lane upgrading from the western property line of the site to the western property line of 10382 Williams Road. Improvements to include, but not limited to: Storm sewer, sand/gravel base, rollover curb & gutter, asphalt pavement, and lane lighting. Connect to existing improvements at western property line of 10382 Williams Road. Note: Design to include: water, storm and sanitary connections.

At subdivision stage*, the developer will be required to:

1. Pay Development Cost Charges (City and GVS & DD), School Site Acquisition Charge and Address Assignment Fee. Note: Servicing costs to be determined via the Servicing Agreement.

Note:

- * This requires a separate application.

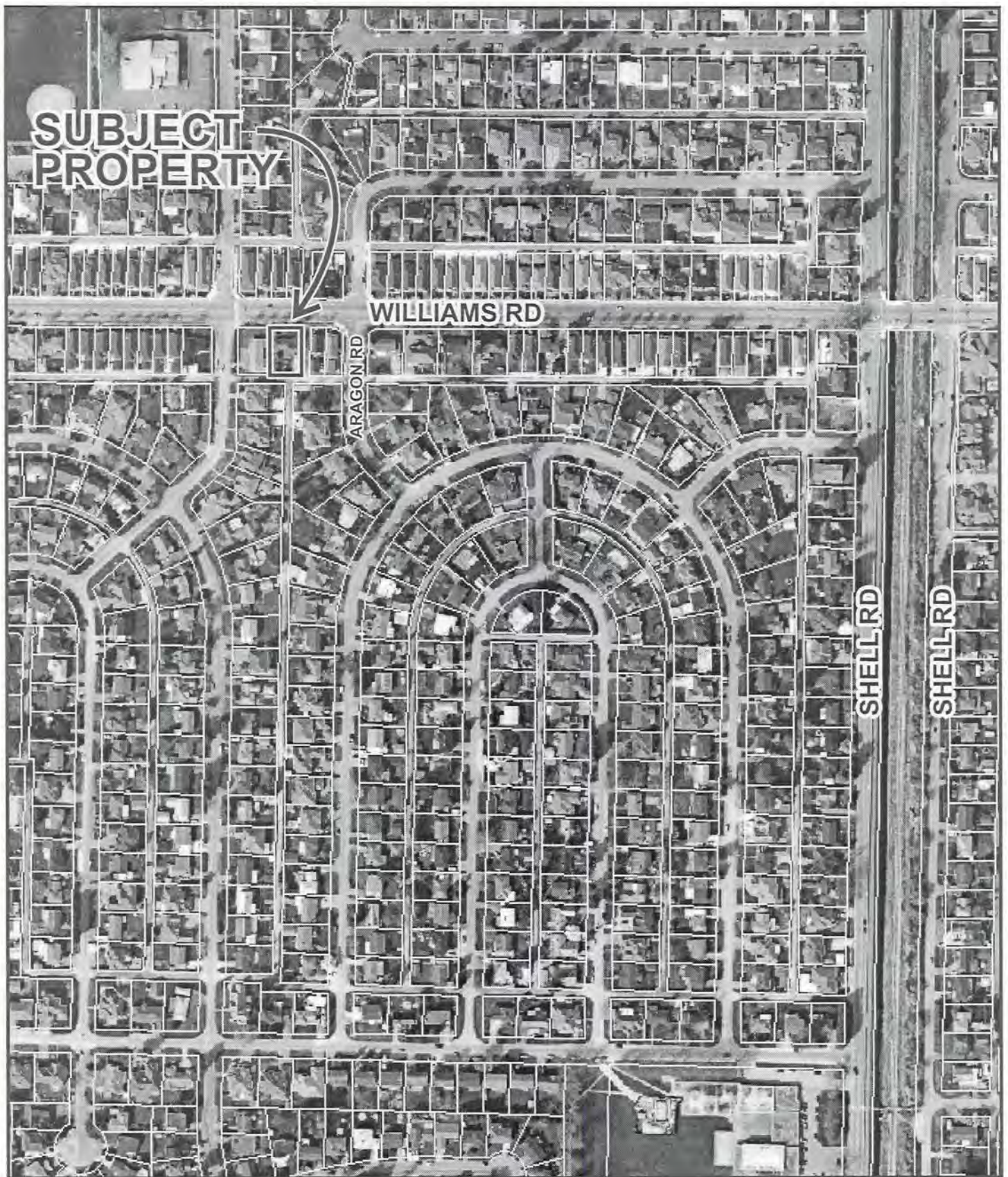
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act. All agreements to be registered in the Land Title Office shall have priority over all 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.

[Signed original on file]

Signed

Date



RZ 11-591646

Original Date: 11/01/11

Amended Date:

Note: Dimensions are in METRES



City of Richmond

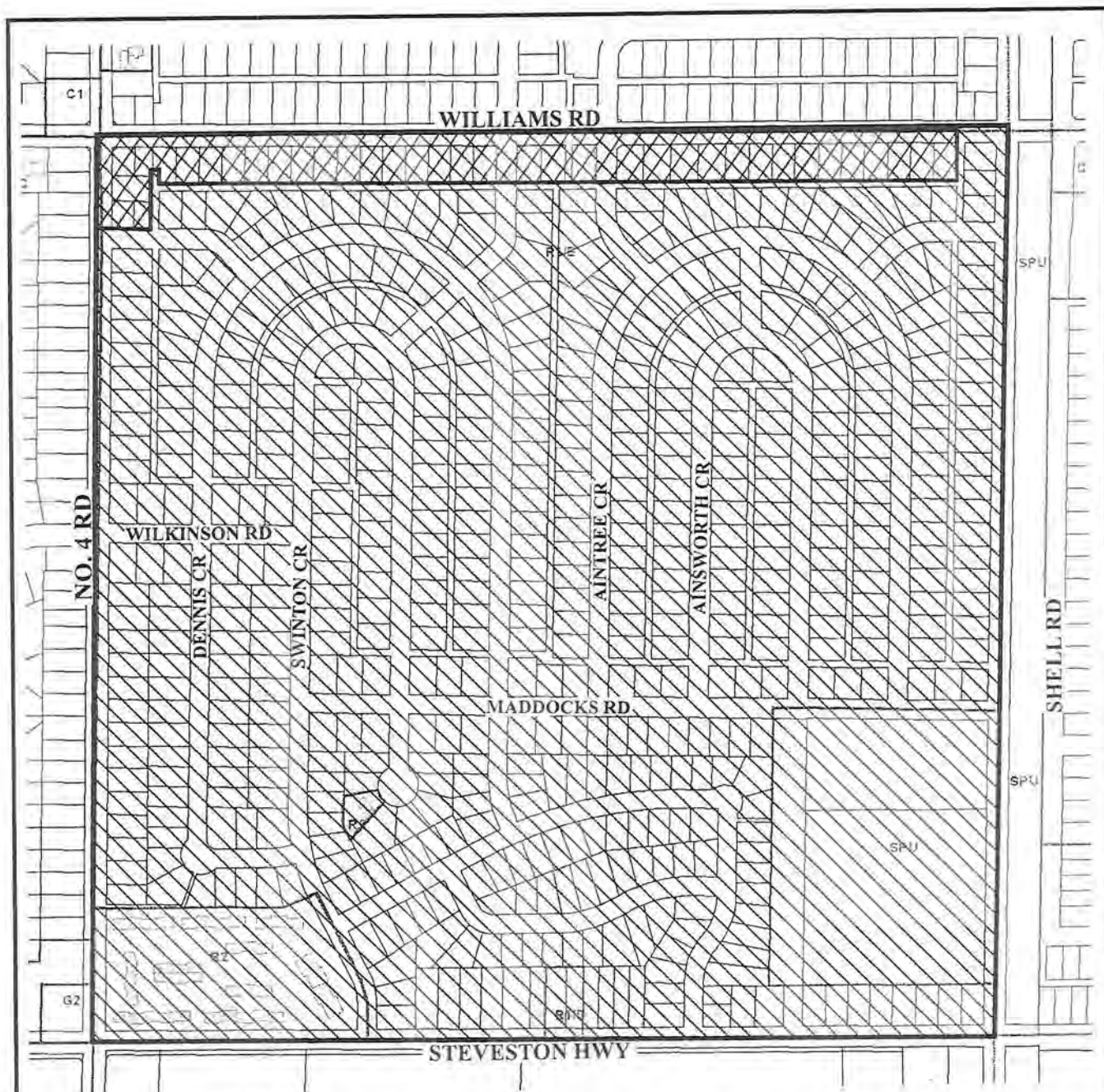
Policy Manual

Page 1 of 2	Adopted by Council: December 17, 1990 Amended by Council: December 18, 2006	POLICY 5443
File Ref: 4045-00	SINGLE-FAMILY LOT SIZE POLICY IN QUARTER-SECTION 35-4-6	

POLICY 5443:

The following policy establishes lot sizes in Section 35-4-6 located in the area bounded by **Steveston Highway, Shell Road, No. 4 Road and Williams Road**:

1. That properties within the area bounded by Steveston Highway, Shell Road, No. 4 Road and Williams Road, in Section 36-4-6, be permitted to subdivide in accordance with the provisions of Single-Family Housing District, Subdivision Area E (R1/E) as per Zoning and Development Bylaw 5300, with the exception that:
 - a) Properties fronting on Williams Road from No. 4 Road to Shell Road and properties fronting on No. 4 Road from Williams Road to Dennis Place, be permitted to subdivide in accordance with the provisions of Single-Family Housing District (R1-0.6) or Coach House District (R9) provided that vehicle accesses are to the existing rear laneway only.
2. This policy, as shown on the accompanying plan, is to be used to determine the disposition of future rezoning applications in this area, for a period of not less than five years, except as per the amending procedures contained in the Zoning and Development Bylaw 5300.



Subdivision permitted as per **R1/E**.



Subdivision permitted as per R1-0.6 or R9 provided that access is to a constructed lane and not to the arterial road.



Policy 5443 Section 35, 4-6

Adopted Date: 12/17/90

Amended Date: 12/18/06



City of Richmond

6911 No. 3 Road
Richmond, BC V6Y 2C1
www.richmond.ca
604-276-4000

Development Application Data Sheet

RZ 11-591646

Attachment 3

Address: 10380 Williams Road

Applicant: Rumi Mistry

Planning Area(s): Shellmont

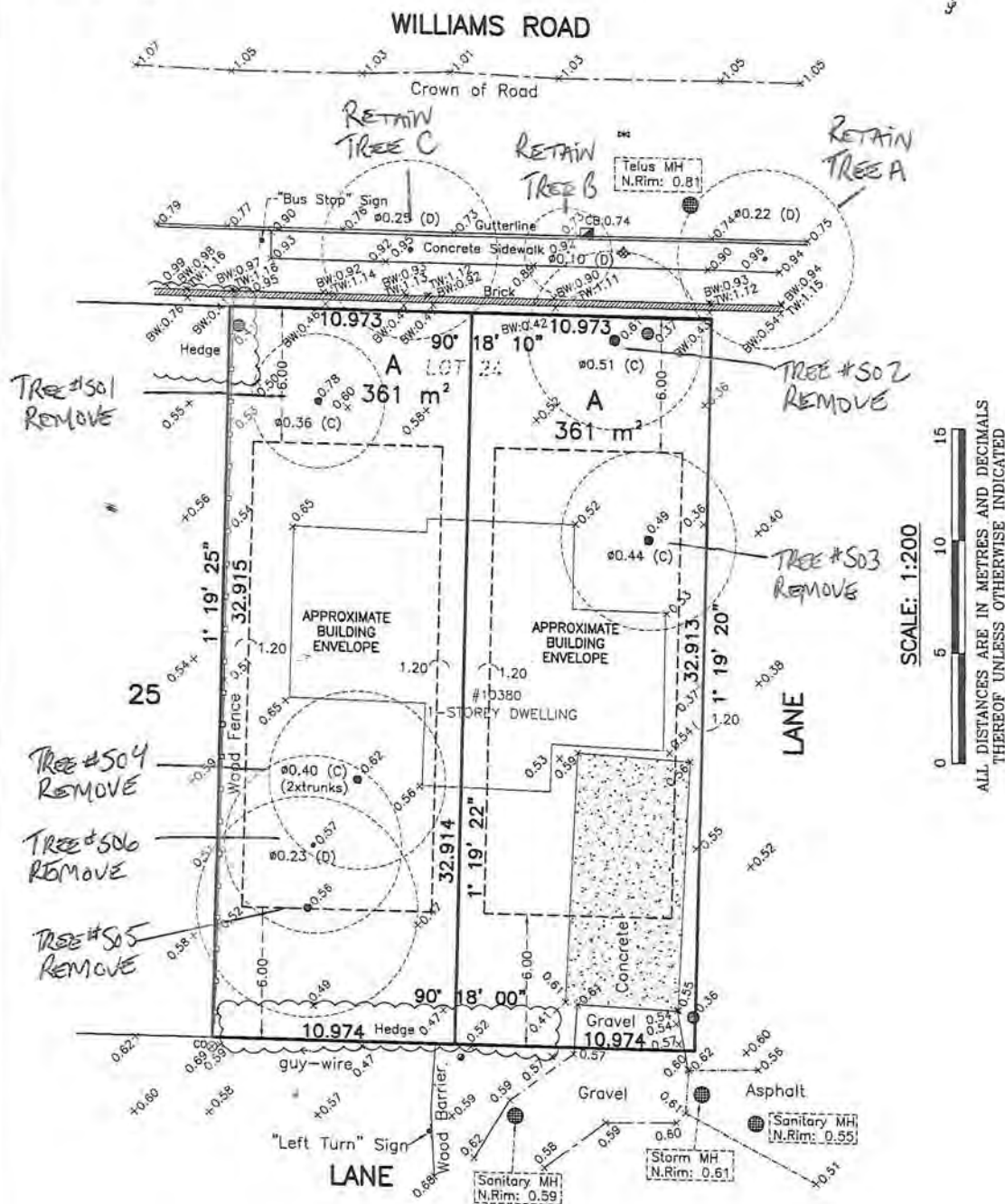
	Existing	Proposed
Owner:	Kaiwan Rummy Mistry Sheroy Rummy Mistry Rumi Eruchshaw Mistry	To be determined
Site Size (m²):	722 m ² (7,771.8 ft ²)	Two (2) lots each approx. 361 m ² (3,885.9 ft ²)
Land Uses:	One (1) single detached dwelling	Two (2) single detached dwellings
OCP Designation:	Generalized Land Use Map – Neighbourhood Residential	No change
702 Policy Designation:	Compact Single Detached (RC2) or Coach Houses (RCH)	No change
Zoning:	Single Detached (RS1/E)	Compact Single Detached (RC2)
Other Designations:	Lane Establishment and Arterial Road Redevelopment Policies permit residential redevelopment along this arterial road.	No change

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.60	Max. 0.60	none permitted
Lot Coverage – Building:	Max. 50%	Max. 50%	none
Lot Size (min. dimensions):	270 m ² (2,906.35 ft ²)	Each approx. 361 m ² (3,885.9 ft ²)	none
Setback – Front & Rear Yards (m):	Min. 6 m	Min. 6 m	none
Setback – Side Yard (m):	Min. 1.2 m	Min. 1.2 m	none
Height (m):	2.5 storeys	2.5 storeys	none

Other: Tree replacement compensation required for loss of significant trees.

TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION OF LOT 24 BLOCK 11
SECTION 35 BLOCK 4 NORTH RANGE 6 WEST
NEW WESTMINSTER DISTRICT PLAN 18549

#10380 WILLIAMS ROAD,
RICHMOND, B.C.
P.I.D 004-297-725



© copyright
J. C. Tam and Associates
Canada and B.C. Land Surveyor
115 - 8833 Odlin Crescent
Richmond, B.C. V6X 3Z7
Telephone: 214-8928
Fax: 214-8929
E-mail: office@jctam.com
Website: www.jctam.com
Job No. 4516
FB-185 P25-27
Drawn By: TH

LEGEND:

- (D) denotes deciduous
(C) denotes coniferous
☉ denotes power pole
⊙ denotes round catch basin
⊗ denotes manhole
⊠ denotes catch basin
⊞ denotes water valve
⊕ denotes fire hydrant
CO denotes cleanout
TW denotes top of retaining wall
BW denotes bottom of retaining wall

NOTE:

Elevations shown are based on City of
Richmond HPN Benchmark network,
Benchmark: HPN #191,
Control Monument 02H2453 Located at
S edge traffic island
@ Riverside Dr & Featherstone Way
Elevation = 1.664 metres

CERTIFIED CORRECT:
LOT DIMENSION ACCORDING TO
FIELD SURVEY.

JOHNSON C. TAM, B.C.L.S.

JUNE 16th, 2011

DWG No. 4516-TOP0

PLN - 60



**Richmond Zoning Bylaw 8500
Amendment Bylaw 8850 (RZ 11-591646)
10380 WILLIAMS ROAD**

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 **COMPACT SINGLE DETACHED (RC2)**.

P.I.D. 004-297-725

Lot 24 Block 11 Section 35 Block 4 North Range 6 West New Westminster District Plan 18549

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 8850”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER DEVELOPMENT REQUIREMENTS SATISFIED

ADOPTED

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 

MAYOR

CORPORATE OFFICER



To: Planning Committee

Date: December 15, 2011

From: Brian J. Jackson, MCIP
Director of Development

File: RZ 11-581922

Re: Application by Ranjit Pooni for Rezoning at 9271 Francis Road from Single Detached (RS1/C) to Compact Single Detached (RC2)

Staff Recommendation

1. That Bylaw No.8851, for the rezoning of 9271 Francis Road from "Single Detached (RS1/C)" to "Compact Single Detached (RC2)", be introduced and given first reading.

Brian J. Jackson, MCIP
Director of Development

ES:blg
Att.

FOR ORIGINATING DEPARTMENT USE ONLY		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Affordable Housing	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	

Staff Report

Origin

Ranjit Pooni has applied to the City of Richmond for permission to rezone 9271 Francis Road from Single Detached (RS1/C) to Compact Single Detached (RC2) in order to permit the property to be subdivided into two (2) single-family lots (**Attachment 1**).

Findings of Fact

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

Surrounding Development

The subject property is located on the north side of Francis Road, between Heather Street and Ash Street.

To the north, is a single detached dwelling zoned “Single Detached (RS1/B)”;

To the east, is a single detached dwelling zoned “Single Detached (RS1/C)”;

To the south, across Francis Road are single detached dwellings zoned “Single Detached (RS1/E)”;

To the west, across Heather Street are two (2) single detached dwellings zoned “Single Detached (RS1/C)”.

Related Policies & Studies

Official Community Plan (OCP) Designation

The subject property is located in the Broadmoor Planning Area. The Official Community Plan’s (OCP) Generalized Land Use Map designation for this property is “Neighbourhood Residential”. The Ash Street Sub-Area Plan Land Use Map designation for this property is “Low Density Residential”. This redevelopment proposal is consistent with these designations.

Lane Establishment and Arterial Road Redevelopment Policies

The rezoning application complies with the City’s Lane Establishment and Arterial Road Redevelopment Policies, as it is a single-family residential development proposal with access to an existing side street via a new rear lane.

Lot Size Policy

The subject property does not fall within a Lot Size Policy area.

Staff CommentsLand Use

In October of 2009, a land use inquiry was made regarding the development potential of the subject property. At the time, staff indicated that the preferred option would be a land assembly to allow a townhouse development similar to the existing development to the east. However, taking into consideration that the applicant of the subject property could subdivide the subject property into two (2) lots fronting Heather Street with no rezoning required, staff also indicated support for compact lots fronting Francis Road with vehicle access via a new lane off Heather Street in order to not leave the adjacent single-family lot to the east with no development potential.

Trees & Landscaping

A Certified Arborist's Report was submitted by the applicant, which identifies tree species, assesses the condition of trees, and provides recommendations on tree retention and removal relative to the development proposal. The Report identifies and assesses:

- 14 bylaw-sized trees on the subject property; and
- Three (3) bylaw-sized trees on the neighbouring property to the east (9291 Francis Road) and one (1) bylaw-sized tree on the neighbouring property to the north (8960 Heather Street).

The City's Tree Preservation Coordinator has reviewed the Arborist's Report and conducted a Visual Tree Assessment (VTA). The City's Tree Preservation Coordinator concurs with the Arborist's recommendation to:

- Relocate Tree #1 on site which is in good condition and small enough that transplanting it to another location on site is feasible;
- Retain and protect two (2) trees located on the subject property (Trees #5 and 6). Tree protection for Tree #5 should be installed adjacent to the City sidewalk on the south side, and 1.6 m from the base of the stem on the north, east and west sides. Tree protection fencing for Tree #6 should be installed adjacent to the City sidewalk on the south side, and 1.2 m from the base of the stem on the north, east and west sides.
- Remove and replace 11 trees located on the subject property (Trees #2, 3, 4, 7, 8, 9, 10, 11, 12, 13 and 14), which are all in poor condition due to previous topping and as a result, exhibit structural defects that significantly limit the life expectancy of these trees. In addition, the existing grade is located approximately 24 in. below the crown of the road and as a result, required grade changes to meet the Flood Plain Bylaw requirements would further limit the viability of existing trees. Trees #10, 11, 12, 13 & 14 also fall within the new lane dedication.

- Retain and protect Tree #15 located on the property to the north (8960 Heather Street) and the three (3) trees (Trees # 16, 17 and 18) located on the neighbouring property to the east (9291 Francis Road). Tree protection fencing for Tree #15 should be installed a minimum of 3 m from the base of the stem on the south, east and west sides. Tree protection fencing for Trees #16, 17 and 18 should be installed as one large enclosure on the subject site only, 4.4 m from the base of the stem on the south and west sides of Tree #17. The laneway will need to end outside of this zone. No grade changes are to occur within this zone.

Tree protection fencing is required to be installed to City standard prior to demolition of the existing dwelling on site and must remain in place until construction and landscaping on the future lots is completed.

The final Tree Retention Plan is included in **Attachment 3**.

Prior to final adoption of the rezoning bylaw, the applicant is required to submit:

- A Contract with a Certified Arborist for supervision of the relocation of Tree #1 and any works to be conducted within the Tree Protection Zone of trees to be retained (Trees # 5, 6, 15, 16, 17 and 18). The Contract must include the proposed number of site monitoring inspections (including stages of development), and a provision for the Arborist to submit a post-construction impact assessment report to the City for review; and
- A Survival Security to the City in the amount of \$7,000 (to reflect the 2:1 replacement ratio at \$500/tree) to ensure that Trees # 1, 5, 6, 15, 16, 17 and 18 will be retained and protected. The City will release 90% of the security after construction and landscaping on the future lots are completed, inspections are approved, and an acceptable post-construction impact assessment report is received. The remaining 10% of the security would be released one year later subject to inspection.

Based on the 2:1 tree replacement ratio goal in the Official Community Plan (OCP), and the size requirements for replacement trees in the City's Tree Protection Bylaw, a total of 22 replacement trees are required to be planted and maintained on the future lots. Considering the limited space in the yards of the future lots, and the effort to retain and relocate Tree #1, staff recommend that only 20 replacement trees be required with the following minimum sizes:

# Replacement Trees	Min. calliper of deciduous tree	or	Min. height of coniferous tree
6	8 cm		4 m
6	9 cm		5 m
4	10 cm		5.5 m
4	11 cm		6 m

The applicant proposes to plant and maintain a portion of the required replacement trees and provide a voluntary contribution to the City's Tree Compensation Fund in the amount of \$500/tree in-lieu of planting the balance of required replacement trees on-site.

As a condition of rezoning, the applicant must submit a Landscape Plan, prepared by a Registered Landscape Architect, along with a Landscaping Security (100% of the cost estimate provided by the Landscape Architect, including installation costs) to illustrate the number of replacement trees that can suitably be planted and maintained on-site and to ensure that the front yards of the future lots will be enhanced.

If required replacement trees cannot be accommodated on-site, a cash-in-lieu contribution in the amount of \$500/tree to the City's Tree Compensation Fund for off-site planting is required.

Affordable Housing

Richmond's Affordable Housing Strategy requires a suite on 50% of new lots, or a cash-in-lieu contribution of 1.00/ft² of total building area towards the City's Affordable Housing Reserve Fund for single-family rezoning applications.

The applicant proposes to provide a legal secondary suite on one (1) of the two (2) future lots at the subject site. To ensure that the secondary suite is built to the satisfaction of the City in accordance with the City's Affordable Housing Strategy, 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 suite is constructed to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw. This legal agreement is required prior to rezoning adoption. This agreement will be discharged from Title (at the initiation of the applicant) on the lot where the secondary suite is not required by the Affordable Housing Strategy after the requirements are satisfied.

Should the applicant change their mind prior to rezoning adoption about the affordable housing option selected, a voluntary contribution to the City's Affordable Housing Reserve Fund in-lieu of providing the secondary suite will be accepted. In this case, the voluntary contribution would be required to be submitted prior to final adoption of the rezoning bylaw, and would be based on \$1.00/ft² of total building area of the single detached dwellings (i.e. \$4,863).

Floodplain Management Implementation Strategy

In accordance with the City's Flood Management Strategy, the minimum allowable elevation for habitable space is 2.9 m GSC or 0.3 m above the highest crown of the adjacent road. A Flood Indemnity Covenant is required to be registered on Title.

Site Servicing & Vehicle Access

Prior to Final Adoption of rezoning, the developer is required to do the following:

1. Dedicate a 4 m x 4 m corner cut and dedicate 6 m of property along the entire north property line of the site for proposed lane.

2. Enter into a Servicing Agreement for the design and construction of a lane, and frontage improvements along the entire frontage on Heather Street, to current City standards. Lane works to include, but are not limited to: storm sewer, sand/gravel base, roll curb and gutter (both sides), asphalt pavement, and lane lighting. Works on Heather Street to include, but are not limited to: storm sewer, curb and gutter, pavement widening, minimum 1.5 m grass and treed boulevard, 1.5 m concrete sidewalk, and street lighting. Note: Design to include water, storm, and sanitary connections for both lots.

Vehicular access to Francis Road is not permitted in accordance with Bylaw No. 7222. Access to the site at future development stage is to be from the new rear lane only.

Subdivision

At future subdivision stage, the applicant will be required to:

1. Pay Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, and Address Assignment Fee.
2. Sign a Restrictive Access Covenant to ensure no vehicular access from Heather Street for the corner lot. Access to be from lane only.

Analysis

This rezoning application complies with the City's Lane Establishment and Arterial Road Redevelopment Policies since it is an infill development proposal on an arterial road with vehicle access to and from the proposed rear lane. The potential exists for other lots on this side of Francis Road to redevelop consistent with these policies.

Financial Impact

None.

Conclusion

This rezoning application to permit subdivision of an existing large lot into two (2) smaller lots complies with all applicable land use designations and policies contained within the OCP, and is consistent with the established pattern of redevelopment in the neighbourhood.

The list of rezoning conditions is included as **Attachment 4**, which has been agreed to by the applicant (signed concurrence on file).

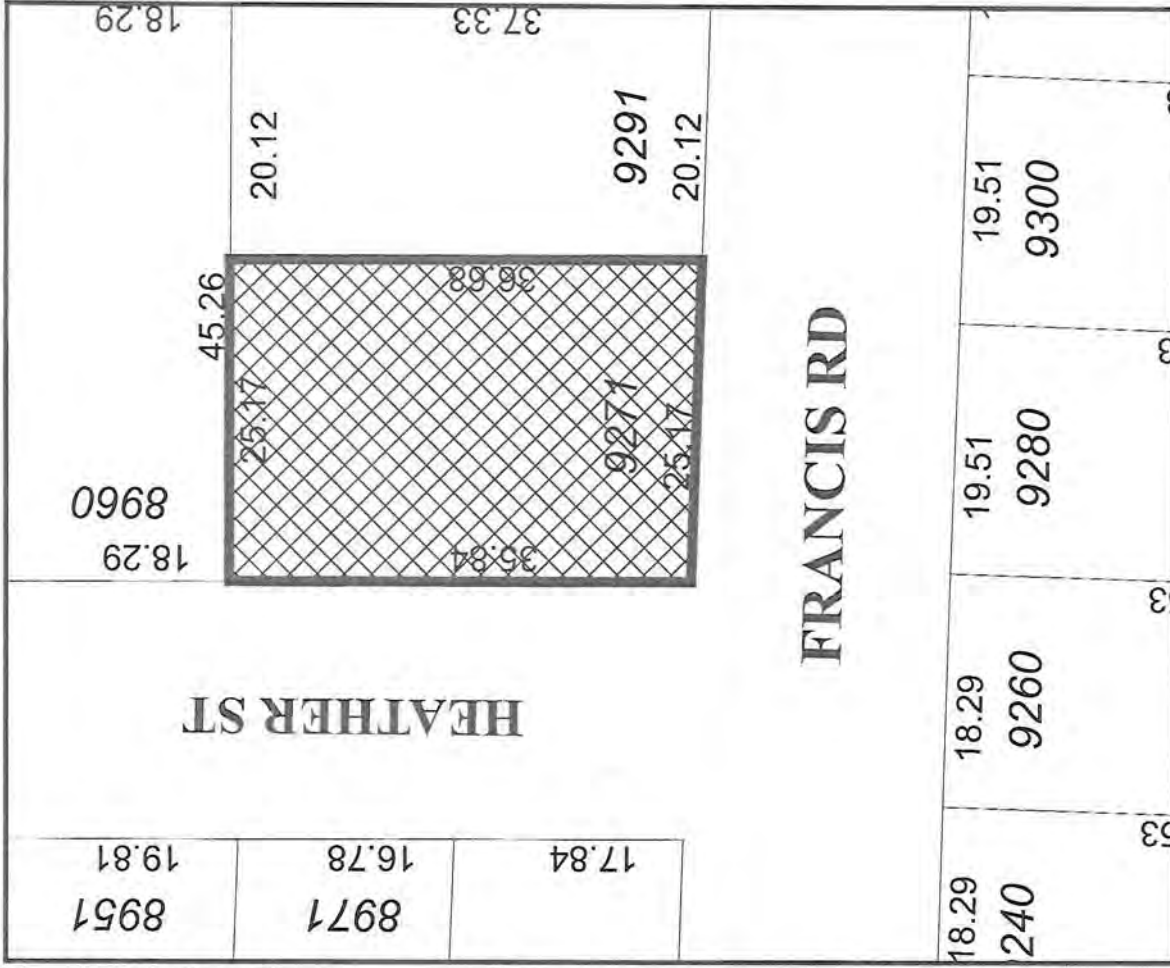
On this basis, staff recommend support for the application.

A handwritten signature in cursive script, appearing to read "Erika Syvokas".

Erika Syvokas
Planning Technician
(604-276-4108)

ES:blg

- Attachment 1: Location Map/Aerial Photo
- Attachment 2: Development Application Data Sheet
- Attachment 3: Tree Retention Plan
- Attachment 4: Rezoning Considerations Concurrence

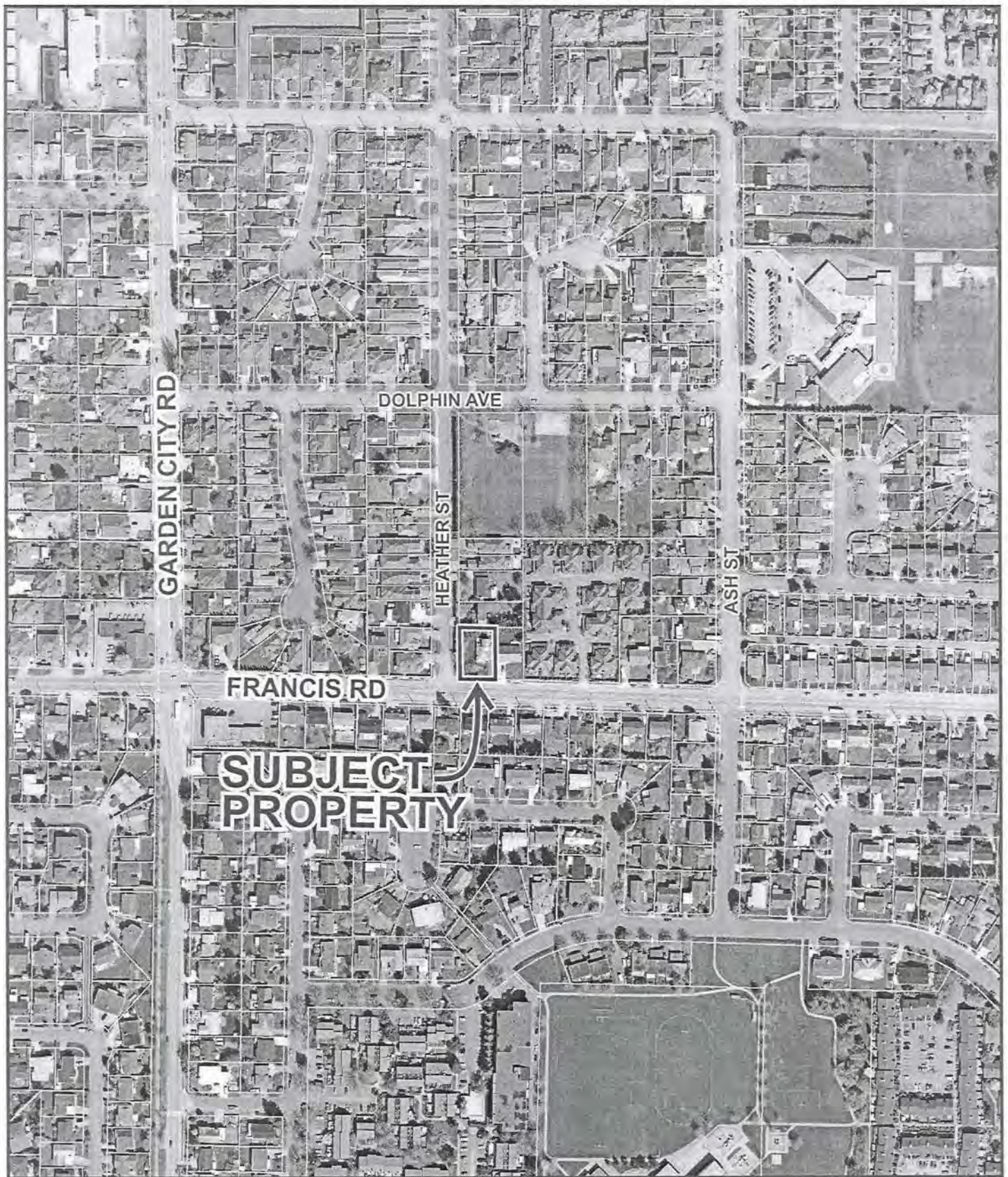


RZ 11-581922

Original Date: 06/15/11

Revision Date:

Note: Dimensions are in METRES



RZ 11-581922

Original Date: 06/15/11

Amended Date:

Note: Dimensions are in METRES

PLN - 71



RZ 11-581922

Attachment 2

Address: 9271 Francis Road

Applicant: Ranjit Pooni

Planning Area(s): Broadmoor Area - Ash Street Sub-Area (2.6 A)

	Existing	Proposed
Owner:	Kulwinder Kaur Pooni	To be determined
Site Size (m²):	753 m ² (8,105.5 ft ²)	Two (2) lots, 423 m ² (4,553.3 ft ²) and 330 m ² (3,552.2 ft ²)
Land Uses:	One (1) single detached dwelling	Two (2) compact residential lots
OCP Designation:	Generalized Land Use Map Designation – "Neighbourhood Residential"	No change
Area Plan Designation:	Broadmoor Area Ash Street Sub-Area (2.6 A) Land Use Map designation – "Low Density Residential"	No change
702 Policy Designation:	N/A	N/A
Zoning:	Single Detached (RS1/C)	Compact Single Detached (RC2)
Other Designations:	The OCP Lane Establishment and Arterial Road Redevelopment Policies permit rezoning and subdivision to compact lots along this section of Francis Road	No change

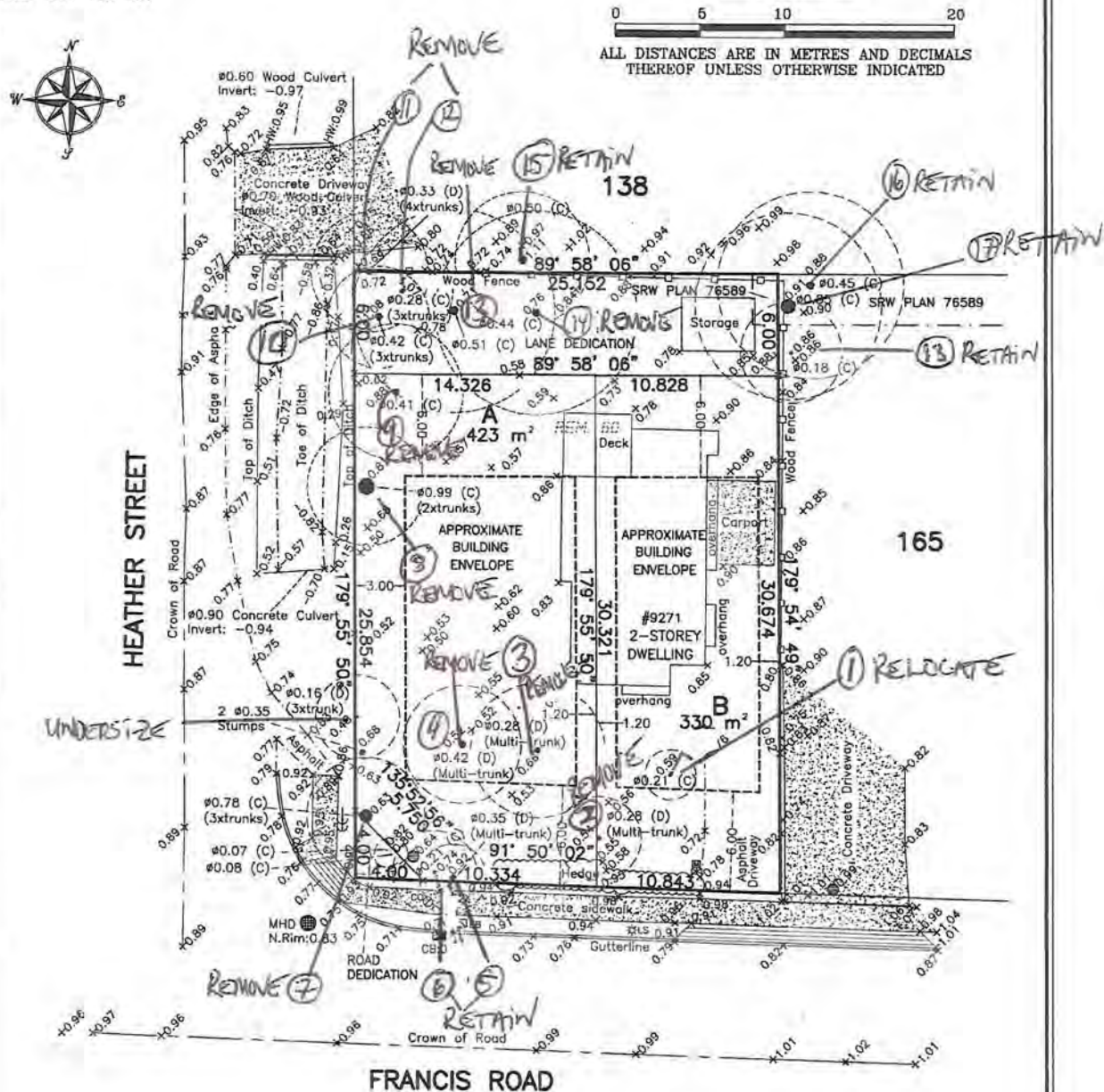
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.6	Max. 0.6	none permitted
Lot Coverage – Building:	Max. 50%	Max. 50%	none
Lot Size (min. dimensions):	270 m ²	Lot A- 423 m ² Lot B- 330 m ²	none
Setback – Front & Rear Yards (m):	Min. 6 m	Min. 6 m	none
Setback – Side Yard (m):	Min. 1.2 m	Min. 1.2 m	none
Height (m):	Max. 2.5 storeys	Max. 2.5 storeys m	none

Other: Tree replacement compensation required for loss of significant trees.

TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION OF
LOT 60 EXCEPT: FIRSTLY: PART SUBDIVIDED BY
PLAN 22593 SECONDLY: PART SUBDIVIDED BY PLAN 37935 THIRDLY: PART
SUBDIVIDED BY PLAN 425111 SECTION 22 BLOCK 4 NORTH
RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN 8142

#9271 FRANCIS ROAD,
RICHMOND, B.C.
P.I.D 004-156-609

SCALE: 1:250




© copyright
J. C. Tam and Associates
Canada and B.C. Land Surveyor
115 - 8833 Odlin Crescent
Richmond, B.C. V6X 3Z7
Telephone: 214-8928
Fax: 214-8929
E-mail: office@jctam.com
Website: www.jctam.com
Job No. 4443
FB-183 P19-22
Drawn By: TH/MY

LEGEND:

(C)	denotes	coniferous
(D)	denotes	deciduous
⚡	denotes	power pole
⬇	denotes	guy-wire anchor
⊙	denotes	round catch basin
MHD	denotes	storm manhole
▢	denotes	catch basin
EB	denotes	electrical box
⊞	denotes	water meter
≡	denotes	water valve
CD	denotes	cleanout
LS	denotes	lamp standard
HW	denotes	concrete headwall

NOTE:
Elevations shown are based on City of Richmond HPN Benchmark network.
Benchmark: HPN TAG#32,
Located at E Heather street @ S/R of #8811 Heather.
Elevation = 1.293 metres

CERTIFIED CORRECT:
LOT DIMENSION ACCORDING TO
FIELD SURVEY.


JOHNSON C. TAM, B.C.L.S.
MAY 7th, 2011

DWG No. 4443-TOP0-2

PLN - 73

MAY 7th, 2011



City of Richmond

Rezoning Considerations

Development Applications Division
6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 9271 Francis Road

File No.: RZ 11-581922

Prior to final adoption of Zoning Amendment Bylaw 8851, the developer is required to complete the following:

1. Dedicate a 4m x 4m corner cut and dedicate 6m of property along the entire north property line of the site for the proposed lane.
2. Enter into a Servicing Agreement* for the design and construction of a lane, and frontage improvements along the entire frontage on Heather Street, to current City standards. Lane works to include, but are not limited to: storm sewer, sand/gravel base, roll curb & gutter(both sides), asphalt pavement, and lane lighting. Works on Heather Street to include, but are not limited to: storm sewer, curb & gutter, pavement widening, min. 1.5 m grass & treed boulevard, 1.5 m concrete sidewalk, and street lighting. Note: Design to include water, storm, & sanitary connections for both lots.
3. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs. The Landscape Plan should:
 - comply with the guidelines of the OCP's Lane Establishment and Arterial Road Redevelopment Policies and should not include hedges along the front property line;
 - include a mix of coniferous and deciduous trees;
 - include the dimensions of tree protection fencing as specified in the Arborist Report dated October 16, 2011; and
 - include the proposed number of replacement trees that can suitably be planted and maintained on-site, with the following minimum sizes:

# Replacement Trees	Min. calliper of deciduous tree	or	Min. height of coniferous tree
6	8 cm		4 m
6	9 cm		5 m
4	10 cm		5.5 m
4	11 cm		6 m

4. The City's acceptance of the applicant's voluntary contribution in the amount of \$500/ tree to the City's Tree Compensation Fund for the planting of replacement trees within the City, in-lieu of planting the balance of required replacement trees on-site.
5. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of the relocation of Tree #1 and any works to be conducted within the Tree Protection Zone of trees to be retained (Trees # 5, 6, 15, 16, 17 & 18). 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.
6. Submission of a Tree Survival Security to the City in the amount of \$7,000 for trees to be retained (Trees # 1, 5, 6, 15, 16, 17 & 18). The City will release 90% of the security after construction and landscaping on the future lots are completed, inspections are approved, and an acceptable post-construction impact assessment report is received. The remaining 10% of the security would be released one (1) year later subject to inspection.
7. Registration of a flood indemnity covenant on title.
8. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on one (1) of the two (2) future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.

Note: Should the applicant change their mind about the Affordable Housing option selected prior to final adoption of the Rezoning Bylaw, the City will accept a voluntary contribution of \$1.00 per buildable square foot of the single-

single-family developments (i.e. \$4,863) to the City's Affordable Housing Reserve Fund in-lieu of registering the legal agreement on Title to secure a secondary suite.

At demolition* stage, the applicant will be required to:

- Install appropriate tree protection fencing to City standard around Trees # 5, 6, 16, 17 & 18 to be retained as specified in the Arborist Report dated October 16, 2011 by Kerin Matthews of Mountain Maple Garden & Tree Service Ltd. and a minimum of 3 m from the base of the stem on the south, east and west sides of Tree #15 as part of the development prior to any construction activities, including building demolition, occurring on-site.

At subdivision* stage, the applicant will be required to:

1. Pay Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, and Address Assignment Fee.
2. Registration of a legal agreement on Title ensuring that the only means of vehicle access for the corner lot will be from the lane.

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.

[Signed original on file]

Signed _____

Date _____



**Richmond Zoning Bylaw 8500
Amendment Bylaw 8851 (RZ 11-581922)
9271 FRANCIS ROAD**

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 **COMPACT SINGLE DETACHED (RC2)**.

P.I.D. 004-156-609

Lot 60 EXCEPT: FIRSTLY: PART SUBDIVIDED BY PLAN 22593 SECONDLY:
PART SUBDIVIDED BY PLAN 37935 THIRDLY: PART SUBDIVIDED BY PLAN
42511 SECTION 22 BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER
DISTRICT PLAN 8142

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 8851"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER DEVELOPMENT REQUIREMENTS SATISFIED

ADOPTED

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 

MAYOR

CORPORATE OFFICER



To: Planning Committee **Date:** January 4, 2012

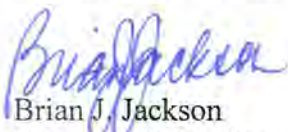
From: Brian J. Jackson
Director of Development **File:** RZ 06-349722

Re: **Application by 0754999 BC Ltd. for Rezoning at 8800, 8820, 8840, 8880, 8900, 8920, 8940 and 8960 Patterson Road and 3240, 3260, 3280, 3320 and 3340 Sexsmith Road from Single Detached (RS1/F) to High Rise Apartment and Artist Residential Tenancy Studio Units (ZHR10) – Capstan Village (City Centre)**

Staff Recommendation

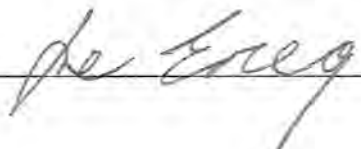
1. That Bylaw No. 8837, to amend the Richmond Official Community Plan, Schedule 2.10 (City Centre), to facilitate the implementation of a funding strategy for the construction of the future Capstan Canada Line station, by:
 - a) Inserting in Section 4.0, density bonus policy applicable to developments that voluntarily contribute funds towards the construction of the Capstan Canada Line station and provide additional park, together with a definition for Capstan Station Bonus in Appendix 1;
 - b) Inserting the Overlay Boundary – Capstan Station Bonus Map (2031) and inserting the Capstan Station Bonus Map boundary in the Generalized Land Use Map (2031), Specific Land Use Map: Capstan Village (2031), and reference maps throughout the Plan; and
 - c) Making related Plan amendments providing for rezoning to proceed in Capstan Village on the basis of the Capstan Station Bonus density bonus policy;be introduced and given first reading.
2. That Bylaw No. 8838, to amend the Richmond Official Community Plan, as amended by Official Community Plan Amendment Bylaw No. 8837, to facilitate the construction of multiple-family residential and related uses on the subject site, by:
 - a) In Schedule 1, amending the existing land use designation in Attachment 1 (Generalized Land Use Map) to relocate “Public and Open Space Use” in respect to the subject site; and
 - b) In Schedule 2.10 (City Centre), amending the existing land use designation in the Generalized Land Use Map (2031), Specific Land Use Map: Capstan Village (2031), and reference maps throughout the Plan to relocate park within the block bounded by Sexsmith Road, Sea Island Way, Garden City Road, and Capstan Way and designate the subject site as “Institution”, together with related minor map and text amendments;be introduced and given first reading.
3. That Bylaw No. 8837 and Bylaw No. 8838, having been considered in conjunction with:
 - the City’s Financial Plan and Capital Program; and

- the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans; are hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act.
4. That Bylaw No. 8837 and Bylaw No. 8838, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, be referred to the:
- Vancouver International Airport Authority; and
 - Board of Education, School District No. 38 (Richmond);
- for comment on or before Public Hearing on February 20, 2012 on OCP Amendment Bylaw No. 8837 and OCP Amendment Bylaw No. 8838.
5. That Bylaw No. 8839, to amend the Richmond Zoning Bylaw No. 8500, to facilitate the implementation of a funding strategy for the construction of the future Capstan Canada Line station, by:
- a) Inserting Section 5.19, Capstan Station Specific Use Regulations, in respect to developer contributions to the Capstan station reserve, and related text amendments; and
 - b) Inserting "RCL4" and "RCL5" in the "Residential/Limited Commercial (RCL)" zone to provide for a density bonus that would be used for rezoning applications in the Capstan Station Bonus Map area designated by the City Centre Area Plan to achieve City objectives in respect to the Capstan Canada Line station;
- be introduced and given first reading
6. That Bylaw No. 8840, to amend the Richmond Zoning Bylaw No. 8500 as amended by Zoning Amendment Bylaw No. 8839, to create "High Rise Apartment and Artist Residential Tenancy Studio Units (ZHR10) – Capstan Village (City Centre)" and for the rezoning of 8800, 8820, 8840, 8880, 8900, 8920, 8940, and 8960 Patterson Road and 3240, 3260, 3280, 3320, and 3340 Sexsmith Road from "Single Detached (RS1/F)" to "High Rise Apartment and Artist Residential Tenancy Studio Units (ZHR10) – Capstan Village (City Centre)", be introduced and given first reading.



Brian J. Jackson
Director of Development

BJ:spc
Att.

FOR ORIGINATING DEPARTMENT USE ONLY		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Arts, Culture and Heritage	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Affordable Housing	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Engineering	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Law	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Parks	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Policy Planning	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Transportation	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	

Staff Report

Origin

0754999 BC Ltd. has applied to the City of Richmond to rezone 8800, 8820, 8840, 8880, 8900, 8920, 8940, and 8960 Patterson Road and 3240, 3260, 3280, 3320, and 3340 Sexsmith Road from Single Detached (RS1/F) to a new site specific zone, High Rise Apartment and Artist Residential Tenancy Studio Units (ZHR10) – Capstan Village (City Centre), to permit the construction of a high-rise, high-density, multi-family development in the City Centre's Capstan Village area. (**Attachments 1 & 2**) The subject development proposes a total of 10,596 m² (2.62 ac) of park and a maximum buildable residential area of 97,704 m² (1,051,712 ft²) containing approximately 1,245 dwellings, including:

- +/-1,164 market residential units;
- 61+ affordable (low-end market rental) housing units, secured via a Housing Agreement; and
- An additional 20 affordable (low-end market rental) housing units, secured via a Housing Agreement, in the form of artist residential tenancy studio (ARTS) units.

In addition, as the first rezoning to be considered for Capstan Village since the adoption of the City Centre Area Plan (CCAP), the subject report addresses the Plan's existing policy restricting rezoning in Capstan Village, as indicated on the Specific Land Use Map: Capstan Village (2031) (**Attachment 4**). The subject application and other pending applications in Capstan Village are predicated on the understanding that prior to the adoption of any rezoning, a funding strategy for the construction of the Capstan Canada Line station must be identified to Council's satisfaction and the CCAP and Zoning Bylaw must be amended accordingly. This report proposes such a funding strategy, including a density bonus policy applicable to developments that voluntarily contribute funds towards station construction, together with the CCAP and Zoning Bylaw amendments necessary to facilitate its implementation. (Business terms in regard to the proposed funding strategy are addressed via a separate report to Council from the Director, Transportation.)

Findings of Fact

Details of the subject development are provided in the attached Development Application Data Sheet. (**Attachment 5**)

Surrounding Development

The subject single-family zoned lots and surrounding properties are situated in Capstan Village, which is a transitional area designated for high-density, mixed-use development in anticipation of the construction of a future Canada Line station at the northeast corner of Capstan Way and No. 3 Road. Existing development surrounding the subject site includes:

North: Patterson Road, across which is a row of Single Detached (RS1/F) zoned lots (the north side of which backs on to Sea Island Way) designated under the CCAP for 3 floor area ratio (FAR), of which a maximum of 2 FAR may be residential and the remainder will be office.

Landlocked Lot: In addition, at the northwest corner of the subject site is 3200 Sexsmith Road, a 1,070 m² (0.26 ac) lot, measuring approximately 27 m x 39 m (89 ft x 128 ft), that the developer has been unable to acquire. While the lot is smaller than the minimum size recommended under the CCAP Development Permit (DP) Guidelines for the area (i.e. 4,000 m² / 1 ac and 40 m x 45 m / 131 ft x 148 ft), the developer has prepared a conceptual design, demonstrating that the lot can be developed in a manner generally consistent with the CCAP. (**Attachment 9**) In addition, prior to DP issuance for Phase 1 of

the subject development, the developer shall provide a driveway on the subject site for shared use with future development on 3200 Sexsmith Road (secured to the satisfaction of the City) if so required by the Director of Development and Director of Transportation.

- East: Garden City Road, across which is “The Oaks”, a well-maintained, predominantly low-rise, low density residential neighbourhood, within which is Talmey Elementary School, which will in part serve the public school needs of the future residents of Capstan Village.
- South: The 13,337 m² (3.3 ac), former TransLink park-and-ride site zoned School & Institutional Use, the site of the Richmond Capstan Alliance Church zoned Assembly, and 3 Single Detached (RS1/F) zoned lots.
- West: Sexsmith Road, across which is a large area of predominantly Single Detached (RS1/F) lots (many of which are vacant), owned in part by the subject developer and in part by Pinnacle International. The latter has a concurrent rezoning application for 200 residential units at the northwest corner of Capstan Way and Sexsmith Road (RZ 10-544729), which is understood to be the first phase of a multi-phase project that is anticipated to eventually incorporate much of the block bounded by Sexsmith Road, Capstan Way, No. 3 Road, and Sea Island Way. (Note: The subject developer, Concord Pacific owns land in this block and plans to locate its marketing building for the subject development at the corner of No. 3 Road and Capstan Way.)

Related Policies & Studies

Development of the subject site is affected by a range of City policies and related considerations. An overview of these policies, together with the development’s proposed response, is provided in the “Analysis” and “Staff Comments” sections of this report.

Consultation

OCP Bylaw Preparation Consultation Policy No. 5043 provides direction with regard to consultation requirements for an OCP amendment.

- a) Vancouver International Airport Authority (VIAA): The proposed CCAP and zoning bylaw amendments are consistent with the OCP Aircraft Noise Sensitive Development (ANSD) policy. Nevertheless, in accordance with the City’s OCP consultation policy, staff recommend that the subject rezoning, including the related CCAP amendments in respect to the establishment of the proposed funding strategy for the construction of the Capstan Canada Line station, is referred to VIAA for comment on or before Public Hearing.
- b) School District: The subject application was referred to School District No. 38 (Richmond) under OCP Bylaw Preparation Consultation Policy 5043. According to this policy, which was adopted by Council and agreed to by the School District, OCP amendments involving residential developments that have the potential to generate 50 or more additional school-aged children are to be referred to the Board of Education (e.g., approximately 295 multiple-family housing units over and above the existing plan). Information was provided to the School District indicating that approximately 141 additional school-age children are anticipated in Capstan Village as a result of the proposed OCP amendments, as follows:

Proposed Density Bonuses	Applicable Areas	Estimated Increase in School-Age Children
Capstan Station Bonus	Capstan Village	106
"Institution" Bonus	Subject Site ONLY	35
TOTAL		141

The Board of Education of School District No. 38 (Richmond) has provided the City with comments (**Attachment 6**), indicating that it anticipates that the proposed increase in the number of school-age children in Capstan Village will need to be accommodated via the expansion of several schools within and around the City Centre. No specific plans or funding for this expansion are in place at this time. City staff note that some of this expansion was already anticipated in respect to the growth arising from the City Centre Area Plan, and that the City will continue to work with the School District to help ensure that the provision of school services is timely and cost-effective.

In order to ensure that the School District is given adequate opportunity to provide any additional comments, it is recommended that OCP Amendment Bylaws 8838 and 8839 be referred to the Board of Education of School District No. 38 (Richmond) for comment and response on or before Public Hearing. A copy of this staff report will be included in the correspondence to the School District.

- c) General Public: Signage is posted on-site to notify the public of the subject application. At the time of writing this report, letters have been received indicating general support for the subject application from Pinnacle International and Richmond Capstan Alliance Church. (**Attachments 7 and 8**) No other letters or comments have been received. The statutory Public Hearing will provide neighbours and other interested parties with an opportunity to provide comment.

Staff Comments

Based on staff's review of the subject application, including the applicant's engineering capacity analysis, transportation impact analysis, parks concept, and preliminary design for the subject site, staff are supportive of the subject rezoning provided that the applicant fully satisfies the Rezoning Considerations set out in **Attachment 10**. In addition, staff note the following:

- a) Servicing Agreement Requirements: Prior to rezoning adoption, the developer shall be required to enter into a Servicing Agreement (SA) for the design and construction, at the developer's sole cost, subject to applicable Development Cost Charge (DCC) credits as determined by the City, of full upgrades across the subject site's street frontages, together with construction of a sanitary pump station and various other engineering, transportation, and park works.
- Prior to rezoning adoption, all works identified via the SA must be secured via a Letter(s) of Credit, to the satisfaction of the Director of Development, Director of Engineering, Director of Transportation, and Senior Manager, Parks.
 - No phasing of off-site works will be permitted. All works shall be completed prior to final Building Permit inspection granting occupancy for Phase 1 of the subject development, EXCEPT as otherwise specifically provided for, to the satisfaction of the City and at its sole discretion, via "no development" covenants or other legal agreements registered on the subject site.
 - Development Cost Charge (DCC) credits may apply, as determined by the Director of Development, Director of Transportation, and Senior Manager, Parks.
- b) Sanitary Pump Station: Design and construction of the sanitary pump station proposed for the north side of Capstan Way, as set out in the Engineering Servicing Agreement requirements forming part of these Rezoning Considerations for the subject site. The sanitary pump station services a significant area of development. While design and construction of the pump station will be a requirement of any development within the catchment area served by the proposed Capstan Way sanitary pump station, the City's objective is to have an equitable

distribution of costs to the benefiting properties to the extent possible using available tools such as latecomer agreements or developer cost sharing agreements.

c) Capstan Village Parking Strategy:

Capstan Village: In anticipation of the Capstan Canada Line station, the CCAP encourages that parking rates in Capstan Village are reduced from their current “Zone 2A” level (i.e. 1.2 spaces/dwelling, plus visitor parking) to the City Centre’s lowest level, “Zone 1” (i.e. 1.0 space/dwelling, plus visitor parking), to encourage reduced car dependence as per village centres elsewhere along the Canada Line. While most Capstan Village residents will live within a 10 minute walk of Aberdeen station and, thus, even prior to the completion of Capstan station will be reasonably close to the Canada Line, the area’s currently disconnected road network and lack of sidewalks and pedestrian amenities may impact the willingness of residents to walk to transit in the near term. In light of this, staff recommend that:

- An interim parking strategy is implemented to facilitate a gradual shift from “Zone 2A” to “Zone 1” parking levels (applicable to all Capstan Village developments prior to the completion of Capstan station); and
- Developers are encouraged to implement pedestrian network improvements.

More specifically, prior to the Capstan Canada Line station being operational, any development comprised of two or more phases will be required to comply with “Zone 1” parking levels at build-out, but at its initial phase(s) “Zone 2” parking requirements will apply and the parking provided in excess of “Zone 1” will be secured to temporarily supplement the development’s parking supply. In addition, developers will be encouraged to incorporate transportation demand management (TDM) measures into their projects to reduce parking demand, including features enhancing transit access such as the construction of sidewalks and pedestrian linkages beyond the frontages of their developments.

Subject Rezoning: The developer of the subject rezoning has demonstrated to the satisfaction of Transportation staff that the proposed development will comply with the proposed transitional Zone 2A-to-Zone 1 parking strategy. In addition, TDM measures have been identified for consideration via the developer’s phase-by-phase Development Permit review and approval processes, including pedestrian network improvements beyond the frontages of the subject site (e.g., sidewalk extensions along Sexsmith Road to Sea Island Way and Capstan Way; greenway and bike lane extensions along Garden City Road to Sea Island Way). In light of this, Transportation staff recommend support for the subject rezoning

Analysis

The following section of this report is presented in two parts:

1. Capstan Station Funding Strategy Proposal
2. Concord Gardens Rezoning Proposal

1. CAPSTAN STATION FUNDING STRATEGY PROPOSAL

The CCAP restricts rezoning in Capstan Village until funding for the construction of the Capstan Canada Line station is secured to the satisfaction of Council. The purpose of the proposed funding strategy is to make provisions for the City to facilitate funding of the station and permit the removal of the current moratorium on rezoning in Capstan Village. The means for achieving this include the proposed introduction of a density bonus in the Capstan Village area applicable to developments that voluntarily contribute funds towards station construction, together with

requirements that developments benefiting from the proposed density bonus provide additional park space over and above that otherwise required under the CCAP.

1.1. Capstan Station Background

Since adoption of the CCAP in 2009, City staff have worked with TransLink and three Capstan Village developers/owners (Concord Pacific, Polygon, and Pinnacle International) to prepare a funding strategy for consideration by Council. The strategy is based on the understanding that:

- a) Demand for Capstan station is tied primarily to residential growth in Capstan Village;
- b) TransLink requires that approximately 50% of Capstan Village's new residential dwellings are built or approved for development prior to station construction (i.e. approximately 3,250 dwellings);
- c) Via the Canada Line development process, TransLink secured right-of-ways for Capstan Station (excluding construction right-of-ways) and incorporated measures to facilitate the future station's construction and operation;
- d) Station construction is estimated at \$25 million (as of September 2010), but this may vary with inflation, efficiencies, and other factors; and
- e) Station construction is to be 100% developer funded (i.e. no City contributions).

1.2. Proposed Funding Strategy

- a) Developers contributing towards the station will be eligible for a density bonus.
 - Developers voluntarily contributing towards station construction (i.e. to the Capstan Station Reserve, as proposed under Reserve Fund Establishment Bylaw No. 8854, to be brought forward for Council consideration under a separate report) will be eligible for a 0.5 floor area ratio (FAR) density bonus.
 - Where an owner pays into the Capstan Station Reserve, the sum payable shall be \$7,800 per dwelling unit (i.e. September 2010 rate, to be adjusted annually as per the Consumer Price Index), based on the total number of dwelling units authorized on the site via a Building Permit (BP).
 - Developer contributions will be payable prior to BP issuance.
- b) The strategy will apply to approximately 3,250 new dwellings in Capstan Village.
 - The strategy will not apply to non-residential uses, projects outside Capstan Village, or new Capstan Village dwellings beyond the first +/-3,250.
 - Proposals for rezoning in Capstan Village that do not incorporate the recommended density bonus related to developer contributions towards Capstan station construction, will not be recommended for approval until funding of the station has been achieved through build-out under adopted density bonus zoning amendments.
- c) The strategy is consistent with CCAP transit-oriented development objectives.
 - The bonus will provide for an additional +/-625 new dwellings (+/-1,365 residents) to be conveniently located near transit and services.
 - Parking rates in Capstan Village will be reduced to "Zone 1" levels (i.e. the City Centre's lowest parking rate) to reflect proximity to transit.
 - Developers benefiting from the bonus will be required to provide an additional combined area of 1.6 ha (4.0 ac) of on-site, publicly accessible open space (secured via right-of-ways or other means to the satisfaction of the City), to ensure residents' proximity and timely access to open space amenities.

- d) The City's proposed agreement with TransLink provides for station construction to begin within 15 years if adequate funding is secured, but station funding and construction may be completed sooner if the area's currently strong development interest continues.
- Over 2,000 new units are currently undergoing rezoning review in Capstan Village.

1.3. Density Bonus Considerations:

Density bonuses, like that proposed in respect to Capstan station, can be an effective incentive for encouraging developer-funded uses that contribute to community livability, amenity, and vitality. For this reason, density bonuses factor prominently in the City Centre Area Plan to help the City secure and protect affordable housing, child care, and various other community amenities (e.g., community centres, post-secondary education, churches, office). The strength of Richmond's approach to density bonusing in the City Centre is tied to four important factors, as follows:

- a) **CCAP Population Projections:** Currently, there are approximately 50,000 residents in the City Centre, and the CCAP aims to accommodate 120,000 at 2100. City staff monitor the implementation of the CCAP to ensure that development is managed according to the Plan's capacity and policies. Residential growth in Capstan Village resulting from the proposed density bonus in respect to the funding of Capstan station is within the Plan's 120,000 population projection.
- b) **Clear CCAP Amenity Objectives:** The CCAP, as adopted in 2009, provides clear direction with regard to the type and location of key amenities the City believes are important to the area's growth as a livable, economically viable, transit-oriented, urban community. For example, the Plan directs that via the City's rezoning processes:
- 5% of total residential floor area must be provided as affordable housing in all projects containing more than 80 dwellings; and
 - 5% of total Village Centre Bonus floor area must be child care or other community amenities in all mixed-use projects near the Canada Line station and the Oval.

This clarity helps to ensure that the City Centre's priorities are achieved and the development process in regard to important community amenities is transparent, equitable, and streamlined.

- c) **Form of Development Considerations:** Just as attractive streets are no substitute for child care or affordable housing, the reverse is equally true. The CCAP recognizes this and fashions its density bonuses to help ensure that the quality of the urban realm and the livability and neighbourliness of its new developments are not sacrificed in order to secure community amenities. This is an especially important consideration for the City Centre, given the limits on building height and underground parking imposed by its proximity to the airport and high water table. In general, the Plan addresses this by:
- Setting maximum permitted density levels on a neighbourhood-by-neighbourhood basis, inclusive of density bonuses and amenities;
 - Ensuring that density levels are responsive to local form of development objectives (i.e. permitting larger density increases in designated high-rise areas); and
 - Supporting local form of development objectives and the density bonusing process with neighbourhood-specific Development Permit Guidelines addressing factors such as minimum site size, maximum heights, building setbacks, massing, street frontage treatments, etc.

- d) ***Effective Developer Incentives:*** Density bonuses typically fulfil two roles:
- Floor area to accommodate the desired amenity; and
 - Additional floor area to off-set developer costs related to providing the amenity (e.g., land, construction, design, risk, financing).

The CCAP takes a “flat rate” approach to these considerations (e.g., all “Village Centre Bonus” developments are eligible for a 1 FAR bonus, if 5% of the bonus floor area is child care or an alternate amenity). Alternatively, a “land lift” approach can be taken to density bonusing, whereby the value of the amenity provided equals the increased value to the developer of the bonus floor area. In considering these alternate density bonusing approaches, a “flat rate” offers some key advantages as it:

- Is easier to understand and administer (i.e. no expert knowledge is needed to calculate the bonus or amenity);
- Provides for clear goals and outcomes; and
- Is consistent with Richmond’s typical density bonus approach.

Furthermore, staff review of the proposed Capstan density bonus indicates that:

- In today’s market, the size of the proposed Capstan bonus (0.5 FAR) is roughly equal to (but not less than) the cost to the developer of contributing to the station;
- Developer interest in Capstan Village is strong, which indicates that the bonus is well suited to the market and will be an effective means by which to secure developer contributions towards station construction; and
- Given the City Centre’s very strong residential market, permitting developers to construct “bonus” residential floor area has the twin advantage of providing the greatest incentive for developers to participate in the bonus strategy, while also serving to maximize the number of new residents who will be able to live near the Canada Line as a result of the bonus.

1.4. Managing Growth in Capstan Village:

The Capstan station funding strategy proposes a density bonus of 0.5 FAR applicable to developers of the first +/-3,250 dwellings contributing funds towards station construction. This is expected to increase Capstan Village’s projected population by +/-1,365 residents, or roughly 10%, which is acceptable and supportable under the CCAP.

	Capstan Village 2100 Projections	Capstan Village Increase: Capstan Station Bonus	% Increase		Total
			Capstan Village Only	City Centre-Wide	
Dwellings	5,700 – 6,700	+/- 625	+/-10%	+/-1%	6,325 – 7,325
Residents	12,000 – 14,000	+/- 1,365	+/-10%	+/-1%	13,365 – 15,365

At present, few people live in Capstan Village and there is little in the way of services to support a high-density, multi-family community, with the exception of retail and restaurant uses on and around No. 3 Road and the Aberdeen Canada Line station. Preliminary comments received from School District No. 38 (Richmond) (**Attachment 6**) indicate that the anticipated increase in Capstan Village’s population (which is expected to represent an increase of approximately 106 school-age children) will need to be accommodated via the expansion of several schools within and around the City Centre, some of which was already anticipated in respect to earlier City Centre growth projections (e.g., Talmey Elementary School, the school closest to Capstan Village).

In respect to other uses, the CCAP addresses those here, as in other parts of the City Centre (e.g., Oval Village), via land use designations and density bonus policies aimed at encouraging developers to provide amenities on an incremental basis concurrently with private development. In this regard, staff review suggests that:

- Existing CCAP policies are adequate to satisfy anticipated demand with regard to uses such as child care and affordable housing, because the density bonus policies currently in place ensure that those uses are developed hand-in-hand with the new residential development they are intended to serve; however
- The proposed increase in population calls into question the amount and distribution of proposed neighbourhood park space in Capstan Village (i.e. park intended to serve the needs of local residents without crossing a major arterial) and suggests that a strategy should be adopted to ensure that additional, well-located park space is provided in response to the additional demands generated as a result of the proposed Capstan Station Bonus.

1.5. Capstan Village Parks & Public Open Space Strategy:

Demand for park space is driven by population, so given that the proposed density bonus strategy will not change the City Centre's 2100 population target (i.e. 120,000), the anticipated area-wide demand for park space is likewise understood to be unchanged. Nevertheless, the ability of parks to satisfy demand is influenced by more factors that just amount, especially in regard to "neighbourhood parks", which serve the daily needs of residents (e.g., children's play, walking the dog) and must, therefore, be conveniently located within walking distance of the people they serve.

Under the CCAP, six neighbourhood parks with a combined total area of approximately 13 acres (i.e. roughly 1.5 – 4.5 acres each) are proposed for Capstan Village (including a 2-acre park on "Concord Gardens" subject rezoning site). Today, the only park in Capstan Village is the 3-acre Cambie Field site. The Capstan bonus and resulting increase in population in Capstan Village will mean increased demand for new and existing park space, which raises concern in regard to the:

- Amount of neighbourhood park space (i.e. how to ensure that the total amount of park space is adequate, well-located, and cost-effective for both the City and the development community); and
- Timely delivery of neighbourhood park space (i.e. how to ensure that the provision of park space coincides with the demand from the area's new residents).

To address this, the following two-part strategy is proposed:

- a) ***Additional Public Open Space:*** To address the issue of the amount of park space, developers benefitting from the Capstan 0.5 FAR bonus shall be required to contribute additional permanent public open space in respect to the additional residents their projects will add to the area (i.e. generated by the 0.5 FAR bonus), based on a rate roughly equal to the CCAP base-level parks standard of 3.25 acres/1,000 residents. This will result in a 30+% increase in neighbourhood open space in Capstan Village (i.e. 4.0+ acres) over and above adopted CCAP objectives. More specifically, in addition to any developer-related park requirements arising in respect to the existing CCAP (i.e. in addition to proposed parks indicated on existing CCAP land use maps), developers benefitting from the proposed 0.5 FAR density bonus shall, on a project-by-project basis:

- Provide additional public open space (to supplement the CCAP Base-level park standard) at a rate of 5 m² (54 ft²) per dwelling, based on the total number of dwellings in each project (i.e. roughly equal to 3.25 ac/1,000 “bonus” residents);
 - Locate the additional public open space on-site in ways that complement each individual development and Capstan Village’s overall parks network (e.g., mid-block walkways, greenways, tot lots, seating areas, expansions of CCAP-proposed parks);
 - Secure the additional public open space for public use via statutory right-of-ways or other means acceptable to the City (e.g., air space parcels) such that:
 - i. The buildable floor area of affected developments is not reduced; and
 - ii. Development Cost Charge (DCC) credits do not apply;
 - Design, construct, and typically maintain the additional public open space at the developer’s sole cost; and
 - Complete the construction of the additional public open space to the satisfaction of the City prior to occupancy of the residential units.
- b) **Temporary Park:** To address the issue of the timely provision of park space, developers shall be required to provide temporary public open space (secured for public use via statutory right-of-ways), the design, construction, and maintenance of which shall be at the developer’s sole cost, for an interim time to bridge the period between the completion of the developer’s residential units and the establishment of the CCAP’s proposed permanent neighbourhood park closest to the development site. The affected developers shall be those who benefit from the Capstan 0.5 FAR bonus in respect to:
- Large rezoning applications, for which the developer is constructing little or no permanent CCAP park space in the project’s initial phase(s); and
 - Smaller rezoning applications, for which the developer is constructing no permanent CCAP park space, but where the developer has large land holdings in Capstan Village facilitating the temporary provision of public open space to the satisfaction of the City.

1.6. Proposed OCP & Zoning Amendments

Amendments to the CCAP and Zoning Bylaw are proposed to facilitate the implementation of the proposed Capstan station (density bonus) funding strategy. More specifically:

- a) **CCAP Amendments:** Inserting the new density bonus policy and park space requirements applicable to developments contributing funds towards the construction of the Capstan Canada Line station, together with the insertion of a new Capstan Station Bonus Map and various related land use map changes identifying the area to which the Capstan Station Bonus shall be applicable; and
- b) **Zoning Bylaw Amendments:** Inserting regulations in respect to developer contributions to the City’s proposed Capstan Station Reserve (i.e. funds for station construction, and inserting “RCL4” and “RCL5” in the “Residential/Limited Commercial (RCL)” zone to provide for a density bonus that would be used for rezoning applications in the Capstan Station Bonus Map area (as per the CCAP) to achieve City objectives in respect to the Capstan Canada Line station.

2. CONCORD GARDENS REZONING PROPOSAL

The subject application proposes to rezone a 32,568 m² (8.05 ac) site on the east side of Capstan Village (bounded by Sexsmith Road, Patterson Road, Garden City Road, and the former TransLink park-and-ride) to permit high-rise, high density residential development, together with new parks and roads, to be constructed in five phases. The subject rezoning was submitted in 2006 during the CCAP planning process, and was originally based in large part on the CCAP Concept (approved by Council in February 2007), which anticipated a maximum permitted density of 3 FAR gross on and around the subject site. While the proposed form of development at the time was generally consistent with the CCAP Concept, staff asked that the developer temporarily suspend advancing the application in order for the City to address uncertainties regarding the funding of the Capstan station. Upon the subsequent adoption of the CCAP in 2009, the site was subject to the village-wide moratorium on rezoning in respect to station funding and a maximum permitted density of 2 FAR (exclusive of the Capstan station bonus).

Given that the developer acquired the subject site on the understanding that 3 FAR gross (i.e. 3.2 FAR net of road dedications) could be achieved, the developer wishes to achieve the following:

Residential Mix	Floor Area	Number of Units
Market residential	91,272 m ² (982,478 ft ²)	+/-1,164
Affordable housing	4,804 m ² (51,712 ft ²)	61+
ARTS units	1,628 m ² (17,524 ft ²)	20
TOTAL	97,704 m² (1,051,712 ft²)	1,245

To achieve the proposed development, the developer proposes the following:

- Complying with the CCAP in regard to density (2 FAR net), form, roads, and park;
- Complying with the proposed Capstan station (0.5 FAR net) density bonus policy, including the developer's voluntary contribution of an estimated \$9.7+ million towards station construction (to be paid prior to Building Permit issuance, on a phase-by-phase basis, over the project's +/-10 year built-out); and
- Amending the CCAP to permit a site-specific "Institution" (0.7 FAR net) density bonus in respect to the developer's voluntary provision of additional affordable (subsidized) housing over and above the City's standard (5%) density bonus requirements in the form of 20 "artist residential tenancy studio (ARTS)" units, to be secured via a Housing Agreement and constructed, maintained, and operated at the sole cost of the developer.

2.1. "Institution" Bonus: "Artist Residential Tenancy Studio (ARTS)" Units

The subject rezoning application is situated in the City Centre Area Plan's designated "arts district", the intent of which is to foster the growth of the arts in Richmond and its City Centre by encouraging the establishment of a focus for arts facilities, events, support services, studio spaces, and complementary uses and endeavours in a location offering strong regional linkages and proximity to the city's rapidly growing downtown and public amenities.

- Community Benefits of Artists & the Arts:** As per the recent report from the Conference Board of Canada, a dynamic culture sector is a magnet for talent and a catalyst for economic prosperity. It generates creative and tangible capital growth in a wide range of sectors, including business, tourism, local government revenues, and community-based arts and cultural activities and services. As well, the application of arts in media, design, and technology generates new products, innovative technology, and knowledge sharing that strengthens the ability of local economies to compete in an increasingly global marketplace.

This is true for cities across the country and Richmond is no exception. The City needs to attract and retain creative, talented people who will not only contribute to a “knowledge-based economy”, but be attracted to Richmond in part because of a thriving and interesting cultural scene. Moreover, the arts play a pervasive, socially integrating role in fostering community identity, creativity, cohesion, innovation, well-being, and vitality. And, there is increasing awareness not only at the research level, but in the broader community, that participation in various forms of arts and culture contribute both at the societal and personal levels by, among other things, helping to instil confidence, well-being and community identity.

- b) ***Need for Affordable Artist Housing:*** Many practicing artists face lower household earning potential and, just as with other low income households, require affordable housing options. In 2006, a Hills Strategies report identified that the Canadian artist median income from all sources is \$12,886 and the average income is \$21,069. The report also reveals that 43% of artists earn less than \$10,000 annually.

When artists are provided the opportunity to access suitable, affordable studio space, it increases their opportunity to gain self-sufficiency and in turn make more significant contributions to local cultural and economic activities. Creating innovative options for artists to work from home (i.e. as per the Zoning Bylaw’s “home-based business” designation) increases affordability. Coupling this approach with well-designed residential studio units (i.e. with higher ceiling, noise attenuation, durable finishes) is critical for the viability of the arts in Richmond. Moreover, taking steps to provide for this type of affordable “home-based business” option, designed to meet the special needs of artists, is critical if the City is to ensure that artists will not be squeezed out of Richmond’s rapidly growing downtown and will have the opportunity to play a meaningful role in the area’s vitality and cultural richness.

- c) ***Proposed ARTS Units:*** The subject developer proposes to provide 1,628 m² (17,524 ft²) of affordable housing in the form of 20 Artist Residential Tenancy Studio (ARTS) units. This proposal is consistent with CCAP objectives for the City Centre’s “arts district” and offers the opportunity for the City and the arts community to benefit from an innovative housing option that marries the City’s successful affordable housing policy with a developer-funded model for the creation of arts-supportive residential studio dwellings. More specifically, as proposed, the 20 ARTS units will be:

- Designed and constructed to a turnkey level of finish in the first phase of the subject development, at the sole cost of the developer, to the satisfaction of the City;
- Loft-style (i.e. high ceilings) units, incorporating durable materials and flexible designs, enabling them to accommodate a broad range of arts uses, including painting, pottery, dance, choreography, non-amplified music, composing, conducting, arranging, recording, writing, media arts, photography, print making, and carving;
- Owned and managed by the developer; and
- Affordable (low end market rental) housing, as generally defined by the City’s Affordable Housing Strategy, and secured via the City’s standard Housing Agreement, EXCEPT in addition to the City’s standard requirements, the ARTS units shall be operated such that:

- i. In addition to the City's standard affordable housing requirements in respect to income eligibility, at least one of the residents of each ARTS unit must satisfy the criteria of a "professional artist" as defined by the Canada Council for the Arts. While this definition may change from time to time, in 2011, the Canada Council definition of a "professional artist" is understood to be an artist who:
 - Has specialized training in the field (not necessarily academic);
 - Is committed to devoting more time to artistic activity, if financially feasible;
 - Is recognized as a professional artist by his or her peers; and
 - In respect to a "professional visual artist", has produced an independent body of work, had at least 3 public presentations of work in a professional context over a 3-year period, and maintained an independent professional practice for at least 3 years.
- ii. ARTS units shall all be treated as "bachelor" units for the purposes of determining applicable maximum monthly unit rent and total maximum household income, regardless of the actual unit size, configuration, number of bedrooms, or other features. This will effectively result in the ARTS units being "subsidized housing", on the basis that the maximum permitted monthly unit rents and household incomes will be capped at rates the City's Affordable Housing Strategy sets for "bachelor" units, even though the actual minimum floor area of each ARTS unit will be required to be at least twice that (i.e. $74 \text{ m}^2 / 797 \text{ ft}^2$ versus $37 \text{ m}^2 / 400 \text{ ft}^2$).

ARTS Units: Unit Type	Units	Minimum Unit Area	Maximum Monthly Unit Rent**	Total Maximum Household Income**
Mix of bachelor, 1-bedroom, 1-bedroom & den, and/or 2-bedroom	20	74 m^2 (797 ft^2)	\$788	\$31,500 or less

- * For the purposes of the City's standard Housing Agreement in respect to determining the applicable "maximum monthly unit rent" & "total maximum household income", the ARTS units shall be treated as "bachelor" units.
- ** May be adjusted periodically as provided for under adopted City policy.

- d) **Conclusion:** The arts play a critical role in the social and economic vitality of a city and artists are a vital part of the community fabric and neighbourhood development. Moreover, the subject development presents an opportunity to begin to build on Richmond's artistic talent and creative capital potential. The CCAP lays out a preliminary framework for creating an arts and entertainment district and provides the building blocks for its development as a dynamic, sustainable, urban community. The subject development, by providing affordable ARTS units that provide not only affordable places to live, but also the studio space in which to create work – all owned, maintained, and operated at the sole cost of the developer – is an innovative and cost-effective opportunity for the City to begin to meet the objectives endorsed by Council in the CCAP and the Affordable Housing Strategy Policy Area 5 that calls for the City's involvement in seeking partnerships at the local level to respond to existing and emerging housing needs, which includes live/work studios for artists.

2.2. Proposed Development

- a) **Capstan Station Bonus:** The developer proposes to comply with the station funding policy with regard to Capstan Station Reserve contributions and additional park.
- **Estimated Capstan Station Reserve Contributions:** As per proposed City policy, covenants will be registered to ensure that funds are contributed prior to Building Permit issuance for each of the developer's five phases.

Lot	Parcel	Phase	No. of Dwelling Units (Estimate)	Capstan Station Reserve Contribution (Preliminary estimate based on \$7,800/unit*)
1	A	1	290	\$2,262,000
1	B	2	264	\$2,059,200
2	C	3	245	\$1,911,000
2	D	4	304	\$2,371,200
1	E	5	142	\$1,107,600
TOTAL			1,245	\$9,711,000

* September 2010 rate shown. Actual rates shall be determined, phase-by-phase, as per the Zoning Bylaw in effect at Building Permit approval.

- **Parks & Public Open Space:** The CCAP identifies the need for an 8,094 m² (2 ac) neighbourhood park within the block bounded by Sexsmith Road, Sea Island Way, Garden City Road, and Capstan Way. As the subject site occupies roughly 50% of this block, the developer is required to provide at least 50% of the park. In addition, in order to satisfy the proposed Capstan Station Bonus park policy, the developer must provide additional public open space at a rate of 5 m² (54 ft²) per dwelling, based on the total number of dwellings in the project.

Based on the CCAP and Capstan Station Bonus, the developer is required to provide (at the developer's sole cost) a total of 10,596 m² (2.62 ac) of public open space, of which:

- 1,376 m² (0.34 ac) will be developed as a street-end park on a closed portion of Patterson Road adjacent to the Garden City greenway (i.e. along the frontages of the City-owned lots at 8991, 8951, 8931, and a portion of 8911 Patterson Road); and
- The remainder – which equates to 30% of the developer's net site – will be located on-site, secured via statutory right-of-ways. (**Attachment 10 - Schedule C: Right-of-Way Key Plan**)

No DCC credits shall apply with regard to park acquisition in respect to any of the subject development's proposed park and public open space areas. DCC park development credits shall apply to the developer's design and construction (managed via the City's standard Servicing Agreement processes) of the Patterson Road Street-End park only (i.e. park construction DCC credits shall not apply to any public open space secured on-site via right-of-ways or other means).

Lot	Parcel	Phase	On-Site Park		Off-Site Park Area	Total
			Location	Area		
1	A	1	<ul style="list-style-type: none"> Hazelbridge Plaza Sexsmith Bikeway 	995 m ² (0.25 ac)	Nil	995 m ² (0.25 ac)
1	B	2	<ul style="list-style-type: none"> Neighbourhood Park Garden City Greenway 	5,357 m ² (1.32 ac)	1,376 m ² (0.34 ac)	6,733 m ² (1.66 ac)

Lot	Parcel	Phase	On-Site Park		Off-Site Park Area	Total
			Location	Area		
2	C	3	<ul style="list-style-type: none"> Neighbourhood Park Garden City Greenway South Walkway 	2,019 m ² (0.50 ac)	Nil	2,019 m ² (0.50 ac)
2	D	4	<ul style="list-style-type: none"> South Walkway Sexsmith Bikeway 	849 m ² (0.21 ac)	Nil	849 m ² (0.21 ac)
1	E	5	-	-	Nil	-
CCAP Park @ approx. 50+% of the park required in the block						4,371 m ² (1.1 ac)
Capstan Station Park @ 5 m ² /dwelling (based on 1,245 dwellings)						6,225 m ² (1.54 ac)
TOTAL			-	9,220 m ² (2.28 ac) 30% of net site	1,376 m ² (0.34 ac)	10,596 m ² (2.62 ac)

As indicated in the table above, the developer's compliance with the Capstan Station Bonus park policy results in an additional 6,225 m² (1.54 ac) of public open space over and above CCAP park requirements. In order to accommodate this, amendments are proposed to the CCAP with regard to the distribution of park space within the block bounded by Sexsmith Road, Sea Island Way, Garden City Road, and Capstan Way. Staff are supportive of the proposed redistribution, as it will result in a mix of large and small parks and walkways, that are well suited to the anticipated needs of local residents and will contribute to a park-like setting for the development and its neighbours. (**Attachment 10 - Schedule E**)

- **Temporary Park Space:** As a large site providing only a small amount of permanent park space at Phase 1, staff recommend that the developer supplements the Phase 1 permanent park with the construction (at the developers sole cost) of 1,650 m² (0.41 ac) of temporary park, to be secured via a right-of-way registered on title until such time as the permanent park space required on the subject site is fully constructed. The temporary park will be located on Parcel E, which will be constructed to the level of the finished grade of the butting roads at Phase 1 (i.e. 2 levels of parking will be constructed below finished grade), and remain in place until Phase 5, when Parcel E will be developed with a residential tower. The proposed temporary park strategy, thus, has the benefit of both providing for interim public open space (to be constructed at the sole cost of the developer) and ensuring that Parcel E will be an attractive feature of the site leading up to its development at the last phase of the project.
- b) **Roads:** The subject development proposes to comply with the CCAP. Road works include the dedication and construction of Hazelbridge Way (east of Sexsmith Road), construction of a new north-south road on the subject site (secured via right-of-ways), and related site frontage and other transportation improvements.
- c) **Affordable Housing:** The subject developer proposes to provide approximately 81 affordable housing units, secured via a Housing Agreement(s) registered on title, including 61+ affordable (low end market rental) housing units as per the City's Affordable Housing (5%) Strategy, together with an additional 20 housing units in the form of Artist Residential Tenancy Studio (ARTS) units. (As noted earlier, the proposed ARTS units are supported by the Affordable Housing Strategy Policy Area 5 that calls for the City's involvement in seeking partnerships at the local level to respond to existing and emerging housing needs, which includes live/work studios for artists.)

As proposed, the developer will construct the ARTS units in the project's first phase, followed by typical affordable housing units in each of its four subsequent phases, as follows:

Parcel	Phase	Minimum Habitable Floor Area of Affordable Housing by Parcel				
		ARTS Units	Typical Low End Market Rental Units			% of Total Floor Area
			5% Requirement	5% Deferred from Parcel A (Phase 1)	Total	
A	1	1,628 m ² (17,524 ft ²)	Deferred	N/A	0	7.1%
B	2	Nil	1,038 m ² (11,173 ft ²)	327 m ² (3,524 ft ²)	1,365 m ² (14,689 ft ²)	6.6%
C	3	Nil	960 m ² (10,334 ft ²)	302 m ² (3,251 ft ²)	1,262 m ² (13,586 ft ²)	6.6%
D	4	Nil	1,193 m ² (12,842 ft ²)	354 m ² (3,812 ft ²)	1,547 m ² (16,654 ft ²)	6.5%
E	5	Nil	540 m ² (5,813 ft ²)	90 m ² (963 ft ²)	630 m ² (6,783 ft ²)	5.8%
TOTAL		1,628 m ² (17,524 ft ²)	3,731 m ² (40,162 ft ²)	1,073 m ² (11,550 ft ²)	4,804 m ² (51,712 ft ²)	6.6%
		6,432 m ² (69,236 ft ²)				

Staff are supportive of the subject rezoning, as it exceeds the requirements of the City's Affordable Strategy. More specifically, staff recommend support on the basis that:

- Affordable housing will be constructed in all five of the project's phases;
 - The combined total floor area of the project's affordable housing exceeds the City's standard (5%) policy by 32% (i.e. by the floor area of the ARTS units); and
 - The ARTS units, which represent 7% of Phase 1 (i.e. 474 m² / 5,100 ft² more than the standard 5% requirement), will be:
 - i. "Subsidized housing", as their maximum permitted monthly unit rents and household incomes are to be capped at rates the City's Affordable Housing Strategy sets for "bachelor" units, even though the minimum floor area of each ARTS unit is required to be at least twice that of a "bachelor" unit (i.e. 74 m² / 797 ft² versus 37 m² / 400 ft²);
 - ii. Secured via City Housing Agreements; and
 - iii. Constructed, maintained, and operated to the satisfaction of the City at the sole cost of the developer.
- d) **District Energy Utility (DEU):** The CCAP encourages the coordinated planning of City infrastructure with the aim of advancing opportunities to implement environmentally responsible services. Areas undergoing significant change, such as Capstan Village, are well suited to this endeavour. In light of this, staff recommend, and the developer has agreed, that the developer will build 100% of the subject development to facilitate its connection to a DEU system (with the understanding that the utility will be constructed by others) and design for DEU hook-up commencing with the project's first phase.
- e) **Leadership in Energy and Environmental Design (LEED):** The CCAP requires that all rezoning applications greater than 2,000 m² in size demonstrate compliance with LEED Silver (equivalency) or better, paying particular attention to features significant to Richmond (e.g., green roofs, urban agriculture, DEU, storm water management and quality). The developer has agreed to comply with this policy and will demonstrate compliance on a Development Permit-by-Development Permit basis as the project proceeds.

- f) **Aircraft Noise Sensitive Development Policy (ANSD):** The subject site is located in ANSD “Area 3”: Moderate Aircraft Noise Area, which permits all aircraft noise sensitive land uses, provided that a restrictive covenant is registered on title, acoustics reports are prepared at Development Permit and Building Permit stages identifying appropriate noise attenuation measures and confirming their implementation via the building design, mechanical ventilation, and air conditioning capability or equivalent. The required covenant(s) will be registered prior to rezoning adoption, and other requirements will be satisfied prior to Development Permit and Building Permit issuance, as required.
- g) **Public Art:** Richmond policy encourages developers to voluntarily contribute towards public art, especially in the case of large projects and those, such as the subject development, which are situated in the CCAP’s designated “arts district”. In light of this, the developer has prepared a preliminary public art plan for the subject site and proposes to voluntarily contribute at least \$589,487 towards Public Art (based on a rate of \$0.60/ft² and the maximum combined total buildable floor area permitted on the subject site under the proposed ZHR10 zone, excluding affordable housing and ARTS units). More specifically, the developer’s actual voluntary public art contribution shall be determined on a parcel-by-parcel basis, based on the maximum floor area permitted as per an approved Development Permit (excluding affordable housing and ARTS units), as follows:

Lot	Parcel	Phase	Applicable Developer Contribution Rate	Minimum Public Art Voluntary Developer Contribution	
				By Phase	2-Part Implementation Plan
1	A	1	\$0.60/ft²	\$138,573	\$379,609+
1	B	2	\$0.60/ft² or the current City rate at the time of DP* approval, whichever is greater	\$125,171+	
2	C	3		\$115,865+	
2	D	4		\$144,105+	\$ 209,878+
1	E	5		\$65,773+	
TOTAL			Varies	\$589,487+	

+ Actual contributions may be greater based on the approved City rate at the time of DP* approval.

Furthermore, prior to Development Permit issuance for the first phase of the subject development, a detailed public art plan will be prepared to the satisfaction of the City, describing the developer’s proposed phase-by-phase contributions and 2-part implementation of public art in the subject site’s public park and open spaces.

- h) **Tree Retention & Replacement:** Richmond’s Tree Protections Bylaw aims to sustain a viable urban forest by protecting trees with a minimum diameter of 20 cm (DBH (i.e. 1.4 m above grade) from being unnecessarily removed and setting replanting requirements. The developer’s proposal satisfies the City policy. Moreover:
- Via Development Permit and Servicing Agreement design stages in respect to roads and parks, the developer will prepare detailed landscape plans addressing tree retention, replacement, and additional tree planting opportunities; and
 - Prior to any City approval for tree removal in advance of rezoning adoption or Development Permit issuance, the developer shall submit pre-construction tree removal plans for the affected areas of the site on a phase-by-phase basis, demonstrating to the satisfaction of the City that the number of trees proposed for removal at each phase of work is minimized and appropriate tree protection

measures are in place for the remaining trees. In particular, it should be noted that off-site trees should, wherever possible, remain until such time as their removal is required to facilitate off-site road or park improvements.

Tree Location	Existing Trees (3)	Trees Retained	Trees Relocated	Trees Removed/Replaced		
				Trees Removed	Replacement Trees (1)	Min. Caliper of Replacement Trees
On-Site	90	0	0	1 (#1351 Cedar)	2	14 cm (8 m tall evergreen)
				89	178	6 cm
Off-Site City right-of-way	33	16 (2)	0	12 (4)	24	Value @ \$17,550
				5 (5)	3	6 cm
Total	123	16	0	107	207	Varies

- (1) Street trees required to be planted by the developer along Sexsmith Road, Patterson Road, and Garden City Road via the subject development's Servicing Agreement shall be in addition to the replacement trees indicated in the table.
- (2) Off-site trees to be considered for retention include #5780 (maple), #1480 (cedar), #1472 (holly), #1471 (holly), #1473 (holly), #5854 (cedar), #5847 (maple), #5782 (cedar), #1437 (cedar), #1482 (oak), #1450 (oak), #1448 (oak), #1469 (cedar hedgerow), #1454 (fir), #1445 (maple), and #1467 (maple).
- (3) The developer's tree inventory identified 8 trees on property neighbouring the subject site. Those trees are NOT included in the table and MUST be protected, as per the City's Tree protection Information Bulletin Tree-03.
- (4) Off-site trees that may be removed include:
 @ Sexsmith Road (2:1 replacement): #1468 (cedar) and #1443 (mountain ash)
 @ Patterson Road (2:1 replacement): #1489 (horse chestnut), #1282 (prunus), #1477 (holly), #5799 (cedar), #5809 (cedar), #5856 (cedar), #5778 (cedar), #5790 (maple), #5834 (cedar), and #5759 (cedar)
- (5) Off-site trees that may be removed include:
 @ Garden City Road (3:5 replacement): #1325, #1353, #1358, #1318, and #1320 (cypress hedgerow)

- i) **Flood Management Strategy:** The CCAP encourages measures that will enhance the ability of developments to adapt to the effects of climate change (e.g., sea level rise). To this end, the Plan encourages City Centre developers to build to the City's recommended Flood Construction Level of 2.9 m geodetic and minimize exemptions, wherever practical. In light of this, the developer proposes to raise the finishes grade of the centre portion of the site to 7.0 m geodetic (which will facilitate the construction of two levels of parking concealed below finished grade).
- j) **Community Planning:** As per CCAP policy, the developer proposes to voluntarily contribute \$245,619 (i.e. \$0.25/ft² of maximum permitted buildable floor area, excluding affordable housing and ARTS units) to the City's community planning program reserve fund.
- k) **Development Phasing:** "No development" covenants will be registered on the developer's two lots (five parcels) and density bonusing is written into the subject site's proposed specific zone (ZHR10) to ensure that the phasing of the public works and amenities (e.g., construction of roads, parks, affordable housing) are appropriately coordinated with the developer's market housing, as set out in the proposed "Phasing Plan". (**Attachment 10, Schedule D**)
- l) **Form of Development:** The developer proposes to construct high-rise, high-density residential uses on two lots, to be subdivided into five air space parcels, organized around a central, 6,225 m² (1.53 ac) neighbourhood park and framed by landscaped greenways, walkways, and pedestrian-oriented streets. The developer's preliminary form of development, which proposes a combination of streetwall-type buildings and towers stepping down in height from west to east, generally conforms to CCAP Development Permit (DP) Guidelines. DP approval to the satisfaction of the Director of Development will be required for Phase 1 prior to adoption of the subject rezoning. At DP stage, attention should be paid to the following key considerations:

- Variation in tower height, floorplate shape and orientation, and rooftop features are encouraged to provide for an interesting skyline;
- Tall buildings must minimize shading of the neighbourhood park, especially during peak uses periods and in high-use or sun-sensitive locations (i.e. children's playgrounds, garden plots) in order to maximize public use and enjoyment of this important amenity;
- Streetwall articulation is encouraged to visually break up long streetwalls and provide for an attractive, sensitive interface with the neighbourhood park, streets, and other public pedestrian spaces;
- The proposed change in grade from approximately 1.5 m geodetic along existing fronting streets to 7.0 m geodetic in the centre of the site must be handled sensitively to ensure easy access for pedestrians, cyclists, and the mobility impaired, together with attractive frontage treatments that fully conceal parking with non-parking uses;
- The public open space design must balance the desire to create an attractive, quiet setting for the development's residential uses with the demands of creating inviting, engaging park spaces for daily, active (e.g., noisy) public use and making the maintenance of that public space cost effective over the long term for the property owners;
- The ARTS units and related uses/spaces (e.g., public art, on-site open space) must provide for an attractive, arts-related live/work environment designed to:
 - i. Meet the anticipated needs of the ARTS units' resident artists (e.g., durability, lighting, studio space, noise attenuation);
 - ii. Complement the form, character, and livability of adjacent dwellings; and
 - iii. Enhance the project's streetscape character and visual identity of the City Centre's proposed "arts district";
- The rooftops of mid-rise buildings must contribute to the attractiveness, amenity, and sustainability of the development;
- Importantly, steps must be taken to ensure that the development reads as a neighbourhood, not a "project"; and
- The interfaces between each phase of the proposed development's residential uses and between the subject development and its future neighbours, especially with regard to potential view blockage and related impacts. (Note: Prior to DP issuance for the subject development, a covenant(s) should be registered on the subject site notifying residents of potential view and related impacts arising as a result of adjacent development.)

2.3. Proposed OCP & Zoning Amendments

Amendments to the CCAP and Zoning Bylaw are proposed to facilitate rezoning of the subject development. More specifically:

- a) **CCAP Amendments:** Amending the CCAP land use maps in and around the subject site to reflect changes to the distribution of park space and designate the site to permit the proposed "Institution" bonus.
- b) **Zoning Bylaw Amendments:** Creating a new site specific zone (ZHR10) to accommodate the subject development.

The CCAP's "Institution" designation places no restrictions on the relative size of an "institution" use (in this case the ARTS units) to the non-institutional uses on a site,

but it does specify that the “institution” must be fundamental to any other uses being permitted. Likewise, the Capstan station density bonus policy proposed for the CCAP seeks to only support the rezoning of developments that commit to contributing funds towards station construction. Therefore, the proposed site specific zone, ZHR10, is structured such that the subject development (supported with various restrictive covenants) will trigger the requirement for the developer to fully construct the ARTS housing and contribute towards the Capstan Station Reserve fund with the project's first phase, and continue contributing towards the station with each subsequent phase.

Financial Impact or Economic Impact

- a) Sanitary Pump Station: Design and construction of the sanitary pump station proposed for the north side of Capstan Way, as set out in the Engineering Serving Agreement requirements forming part of these Rezoning Considerations for the subject site. The sanitary pump station services a significant area of development. While design and construction of the pump station will be a requirement of any development within the catchment area served by the proposed Capstan Way sanitary pump station, the City's objective is to have an equitable distribution of costs to the benefiting properties to the extent possible using available tools such as latecomer agreements or developer cost sharing agreements.
- b) Capstan Station: The proposed Capstan station (density bonus) funding strategy seeks to raise approximately \$25 million (September 2010 estimate) for the construction of the Capstan Canada Line station by providing for the developers of the first +/-3,250 dwellings in Capstan Village to voluntarily contribute towards the Capstan Station Reserve at a rate of \$7,800 per dwelling unit (September 2010 rate, to be adjusted annually as per the Consumer Price Index), based on the total number of dwelling units authorized via Building Permits. Establishment of the Capstan Station Reserve (as per Reserve Fund Establishment Bylaw No. 8854) and related requirements are presented for Council consideration via a separate report.
- c) Subject Rezoning: The subject rezoning (RZ 06-349722) is the first of several pending rezoning applications in Capstan Village and, based on the proposed Capstan station funding strategy, the developer has agreed to voluntarily contribute a total of \$9.7+ million towards the Capstan Station Reserve over the coming +/-10 years, on a phase-by-phase basis. In addition, the developer has agreed to voluntarily contribute towards park development, public art, community planning, and affordable housing, including 20 subsidized ARTS units.

Conclusion

This report addresses a proposed funding strategy for the Capstan Canada Line station, enabling the City to remove the current moratorium on rezoning in Capstan Village. The means for achieving this include the proposed introduction of a density bonus in the Capstan Village area, applicable to developments voluntarily contributing funds towards station construction, together with requirements that developments benefiting from the proposed density bonus provide additional public open space over and above that otherwise required under the CCAP.

The subject application is the first rezoning to be presented for consideration by Council in the Capstan Village since the adoption of the CCAP in 2009. The subject rezoning is supportive of the proposed Capstan station funding strategy, related park policies, and other CCAP objectives for the area. In addition, it proposes that the subject site's CCAP land use designation is

amended to include "Institution" to provide for an additional density bonus on the basis of the developer providing an additional 1,628 m² (17,524 ft²) of affordable housing, secured via a housing agreement, in the form of 20 Artist Residential Tenancy Studio (ARTS) units, to be constructed, maintained, and operated at the sole cost of the developer.

The Capstan station funding strategy is critical to the development of Capstan Village. Moreover, the subject rezoning is supportive of the proposed funding strategy and the establishment of Capstan Village as an attractive, high-density, transit-oriented community and emerging arts district. In light of this, staff support the proposed Capstan station density bonus policy and subject rezoning.

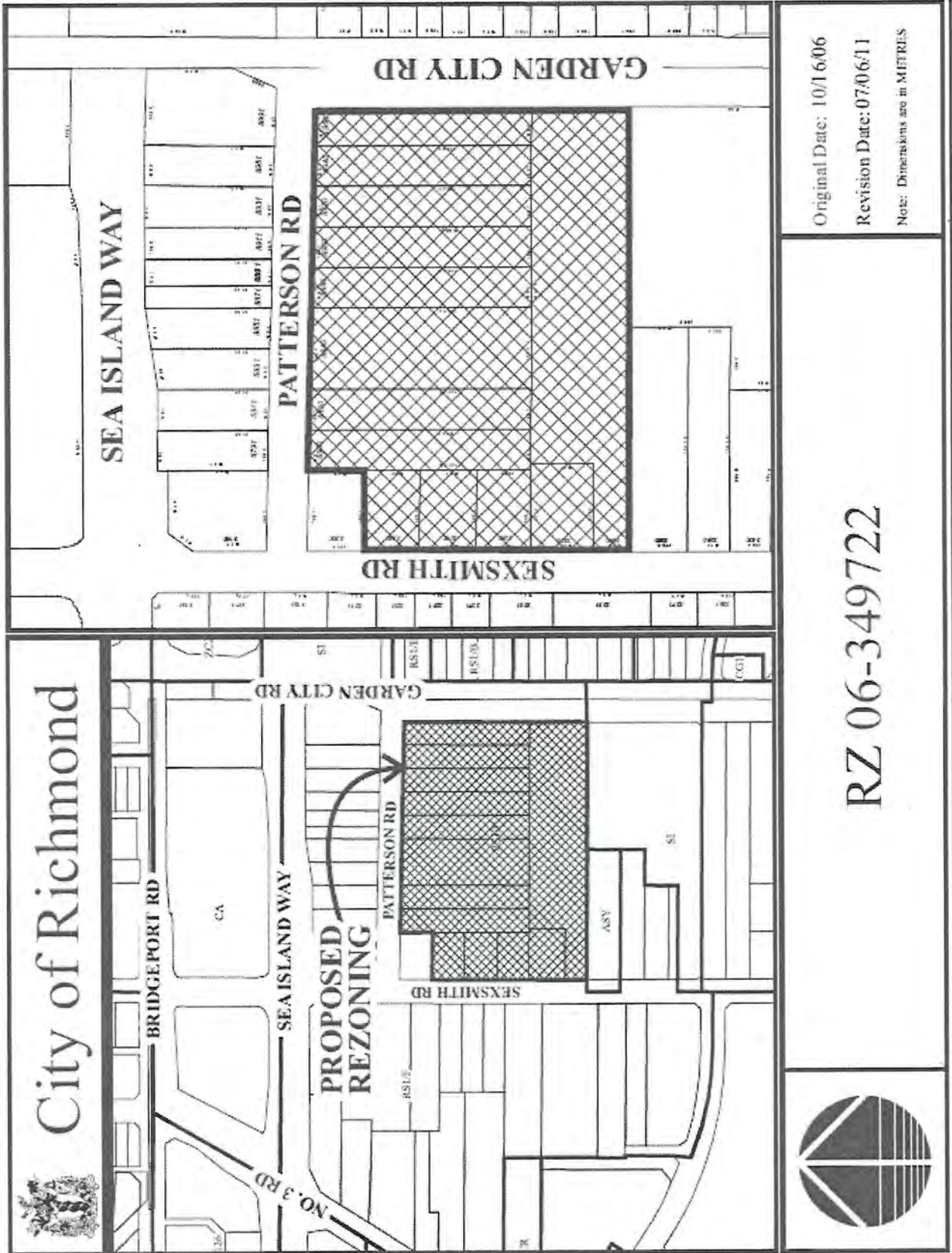


Suzanne Carter-Huffman
Senior Planner/Urban Design

SPC:cas

Attachments:

1. Location Map
2. Aerial Photograph
3. Aircraft Noise Sensitive Development (ANSI) Map
4. City Centre Area Plan Specific Land Use Map: Capstan Village (2031) (2 pages)
5. Development Application Data Sheet
6. Preliminary Letter of Concurrence: School District No. 38
7. Letter of Concurrence: Pinnacle International
8. Letter of Concurrence: Richmond Capstan Alliance Church
9. 3200 Sexsmith Road: Conceptual Form of Development
10. Rezoning Considerations
11. Concord Gardens: Proposed Development Concept





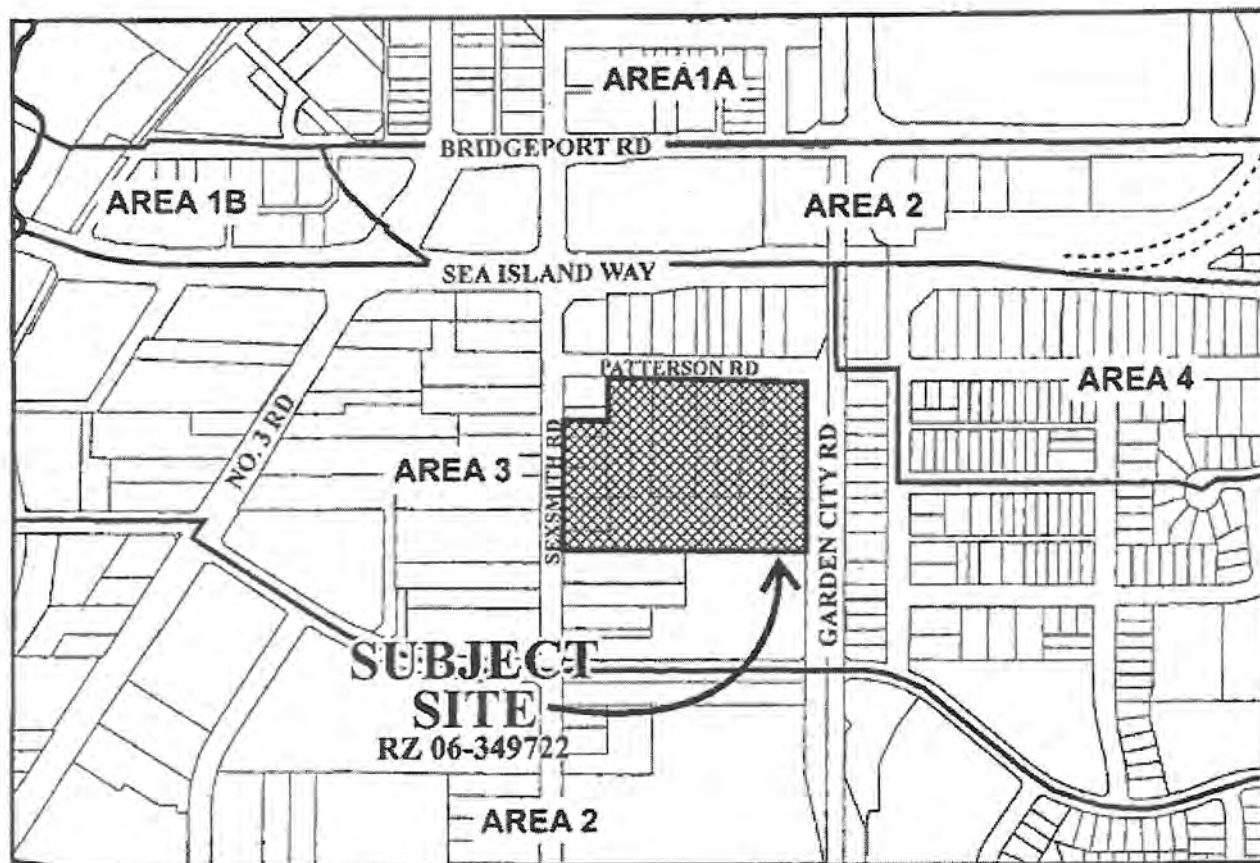
RZ 06-349722

Original Date: 07/19/11

Amended Date:

Note: Dimensions are in METRES

ATTACHMENT 3
Aircraft Noise Sensitive Development (ANSD) Map



LEGEND

Aircraft Noise Sensitive Development Policy (ANSD) Areas
(see Aircraft Noise Sensitive Development Policy Table)

No New Aircraft Noise Sensitive Land Uses:

AREA 1A - New Aircraft Noise Sensitive Land Use Prohibited.

AREA 1B - New Residential Land Uses Prohibited.

Areas Where Aircraft Noise Sensitive Land Uses May be Considered:
Subject to Aircraft Noise Mitigation Requirements:

AREA 2 - All Aircraft Noise Sensitive Land Uses (Except New Single Family) May be Considered (see Table for exceptions).

AREA 3 - All Aircraft Noise Sensitive Land Use Types May Be Considered.

AREA 4 - All Aircraft Noise Sensitive Land Use Types May Be Considered.

No Aircraft Noise Mitigation Requirements:

AREA 5 - All Aircraft Noise Sensitive Land Use Types May Be Considered.

***** **Objective:** To support the 2010 Olympic Speed Skating Oval

- Residential use: Up to 2/3 of the buildable square feet (BSF);
- Non-residential use: The remaining BSF (e.g., 1/3)



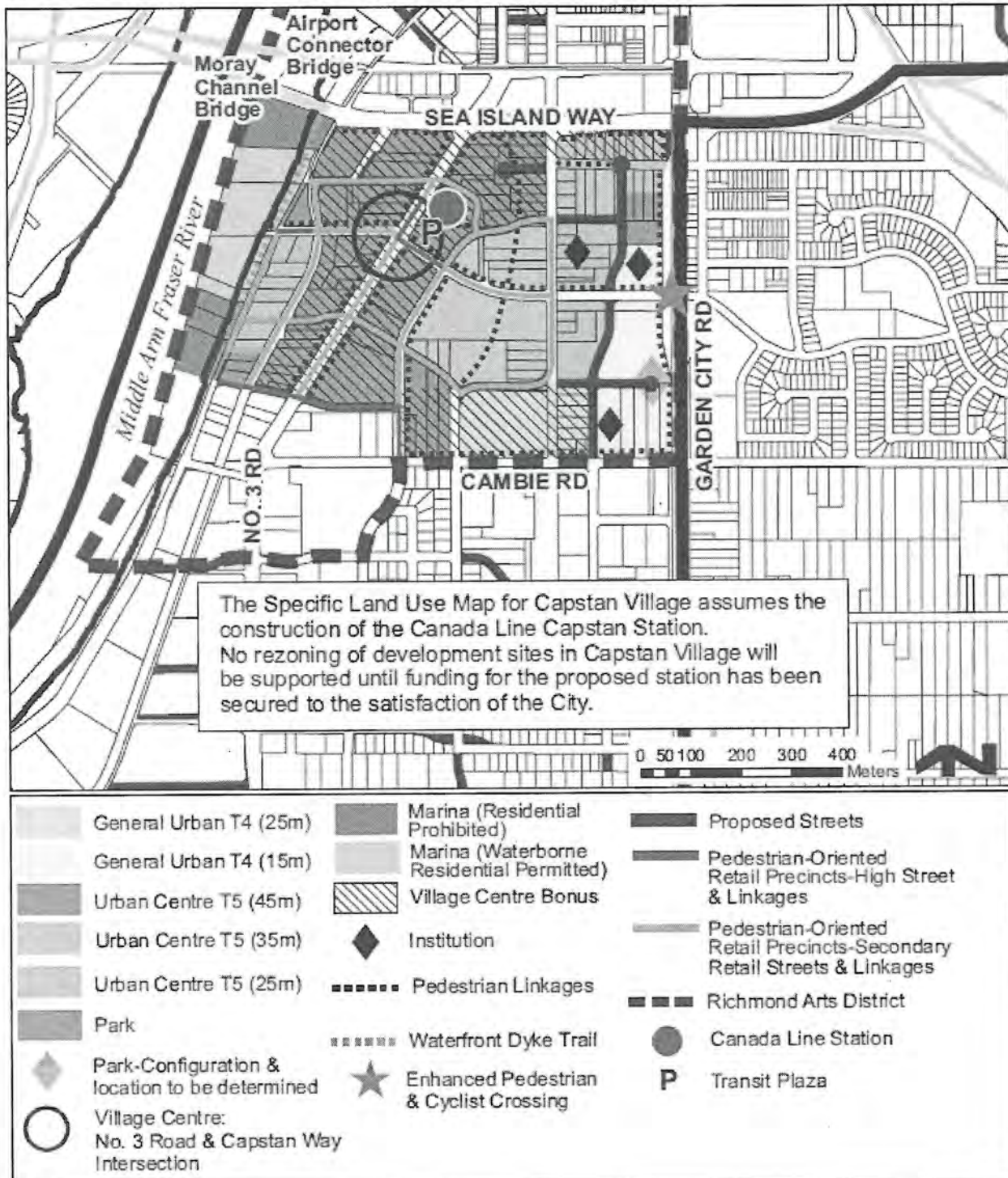
**Aircraft Noise Sensitive
Development Location Map**

Original Date: 07/19/11

Amended Date:

Note: Dimensions are in METRES

Specific Land Use Map: Capstan Village (2031)



Specific Land Use Map: Capstan Village – Detailed Transect Descriptions		
Land Use Map Designation	Permitted Uses	Maximum Average Net Development Site Density
General Urban (T4)		
<ul style="list-style-type: none"> Residential permitted. Overlays: <ol style="list-style-type: none"> Village Centre Bonus; Institution – Location as indicated; Pedestrian-Oriented Retail Precincts – “Secondary Retail Streets & Linkages”. Additional Land Use Considerations: <ol style="list-style-type: none"> Richmond Arts District (RAD) – Development should be supportive of City objectives; Community Centre (North) – This facility may be situated in Bridgeport, Aberdeen, or Capstan Village area. 	<ul style="list-style-type: none"> Mixed Multiple-Family Residential/Commercial Use and Multiple-Family Residential, provided that: <ol style="list-style-type: none"> residential uses are limited to High-Density Townhouses, except that other housing types are permitted: <ul style="list-style-type: none"> to accommodate residents with special needs (e.g., seniors); for development sites with an average net density greater than 1.2 FAR; ground floor dwelling units fronting a publicly-accessible street or open space should be Live/Work Dwellings and Home-Based Business Dwellings. Hotel Office Retail Trade & Services and Restaurant, provided that such uses should be limited to the ground floor of Mixed Multiple-Family/Commercial Use buildings Institutional Use Recreation Studio Community Use Accessory Uses 	<ul style="list-style-type: none"> For Non-Residential Uses: 1.2. For Residential and Mixed Uses including Residential: <ol style="list-style-type: none"> base: 0.6; Affordable Housing Bonus: 0.8. <p>Additional density, where applicable:</p> <ul style="list-style-type: none"> Village Centre Bonus: 1.0 for the provision of non-residential uses, provided that the additional density is used in whole or in part for the provision of convenience commercial uses (e.g., larger-format grocery store, drugstore), medical-dental services, pedestrian-oriented retail, or other uses important to the viability of the Village, to the satisfaction of the City; Institution: To be determined on a site specific basis via City development application processes.
Urban Centre(T5)		
<ul style="list-style-type: none"> Residential permitted. Overlays: <ol style="list-style-type: none"> Village Centre Bonus; Institution; Pedestrian-Oriented Retail Precincts – “High Streets & Linkages”; Pedestrian-Oriented Retail Precincts – “Secondary Retail Streets & Linkages”. Additional Land Use Considerations: <ol style="list-style-type: none"> Richmond Arts District (RAD) – Development should be supportive of City objectives; Community Centre (North) – This facility may be situated in Bridgeport, Aberdeen, or Capstan Village area; Branch Library (North) – This facility should be situated within 400 m (1,312 ft.) of Capstan Village’s designated Village Centre. 	<ul style="list-style-type: none"> Mixed Multiple-Family Residential/Commercial Use and Multiple-Family Residential, provided that: <ol style="list-style-type: none"> residential uses shall not be permitted within 20 m (66 ft.) of a property line that abuts Sea Island Way; ground floor dwelling units fronting a publicly-accessible street or open space should be: <ul style="list-style-type: none"> for Pedestrian-Oriented Retail Precincts: Live/Work Dwellings; elsewhere: Live/Work Dwellings and Home-Based Business Dwellings. Hotel Office Retail Trade & Services Restaurant Neighbourhood Pub Institutional Use Recreation Studio (Studio spaces that provide for a high degree of transparency and public access along fronting streets and open spaces shall be considered to satisfy requirements for retail continuity in Pedestrian-Oriented Retail Precincts) Community Use Accessory Uses 	<ul style="list-style-type: none"> For Non-Residential Uses: 2.0. For Residential and Mixed Uses including Residential: <ol style="list-style-type: none"> base: 1.2; Affordable Housing Bonus: 0.8. <p>Additional density, where applicable:</p> <ul style="list-style-type: none"> Village Centre Bonus: 1.0 for the provision of non-residential uses, provided that the additional density is used in whole or in part for the provision of convenience commercial uses (e.g., larger-format grocery store, drugstore), medical-dental services, pedestrian-oriented retail, or other uses important to the viability of the Village, to the satisfaction of the City; Institution: To be determined on a site specific basis via City development application processes.



City of Richmond

6911 No. 3 Road
Richmond, BC V6Y 2C1
www.richmond.ca
604-276-4000

Development Application
Data Sheet**RZ 06-349722**

Address: 8800, 8820, 8840, 8880, 8900, 8920, 8940 and 8960 Patterson Road and
3240, 3260, 3280, 3320 and 3340 Sexsmith Road

Applicant: 0754999 BC Ltd.

Planning Area: City Centre (Capstan Village)

	Existing	Proposed
Owner	• 0754999 BC Ltd. & Seoul Investments Inc.	
Site Size	• 32,568 m ² (8.05 ac)	<ul style="list-style-type: none"> • Net site: 30,536 m² (7.55 ac) • Road dedications: 2,032 m² (0.50 ac)
Land Uses	• Large single-family residential lots (vacant)	<ul style="list-style-type: none"> • High-rise apartment • Artist residential tenancy studio (ARTS) units • Park
OCP Designation	<ul style="list-style-type: none"> • Mixed Use • Park 	• No change, <u>except</u> "Park" relocated
City Centre Area Plan Designation	<ul style="list-style-type: none"> • Urban Centre T5 (35 m) (2.0 FAR) • Urban Centre T5 (25 m) (2.0 FAR) • Park 	<ul style="list-style-type: none"> • Urban Centre T5 (35 m) (No change) • Urban Centre T5 (25 m) (No change) • Park – <i>Existing designation is relocated</i> • Institution – <i>New site-specific density bonus designation</i> • Capstan Station Bonus (CSB) – <i>New density bonus designation applicable all across Capstan Village</i>
Zoning	• Single Detached (RS1/F)	• High Rise Apartment and Artist Residential Tenancy Studio Units (ZHR10) – Capstan Village (City Centre)
Number of Units	• Nil (vacant)	<ul style="list-style-type: none"> • Market residential: +/-1,164 (91,272 m² /982,478 ft²) • Affordable housing units: 61+ (4,804 m² /51,712 ft²) • ARTS units: 20 (1,628 m² /17,524 ft²) • Total: +/-1,245 (97,704 m² /1,051,712 ft²)
Aircraft Noise Sensitive Development (ANSD)	ANSD "Area 3": Moderate Aircraft Noise Area <ul style="list-style-type: none"> • All aircraft noise sensitive land uses may be considered • Required provisions include a restrictive covenant on title, acoustics report, noise mitigation, mechanical ventilation, and air conditioning capability or equivalent 	

On Future Subdivided Lots	New Site Specific "ZHR10" Zone	Proposed Development	Variance
Units Per Acre (net)	• N/A	• +/-165 upa (estimate)	• N/A
Floor Area Ratio (net)	• Max. 3.2	• As per ZHR10 bylaw	• None permitted
Lot Coverage (Building)	• Max. 90%, excluding areas granted via a statutory right-of-way for road or park	• As per ZHR10 bylaw	• None
Lot Size	• Min. 11,000.0 m ² (2.72 ac)	As per ZHR10 bylaw: <ul style="list-style-type: none"> • 1 @ 11,780 m² (2.91 ac) • 1 @ 18,756 m² (4.64 ac) 	• None

ATTACHMENT 5
Development Application Data Sheet

On Future Subdivided Lots	New Site Specific "ZHR10" Zone	Proposed Development	Variance
Setback @ Road & Park	<ul style="list-style-type: none"> For structures below finished grade (e.g., parking): Nil Elsewhere: 6.0 m, but may 3 m based on an approved DP 	<ul style="list-style-type: none"> As per ZHR10 bylaw 	<ul style="list-style-type: none"> None
Setback @ Side & Rear	<ul style="list-style-type: none"> For structures below finished grade (e.g., parking): Nil Elsewhere: 3.0 m, but may be nil based on an approved DP 	<ul style="list-style-type: none"> As per ZHR10 bylaw 	<ul style="list-style-type: none"> None
Height	<ul style="list-style-type: none"> Within 50 m of Garden City Road: 25 m, but may be 28 m based on an approved DP Elsewhere: 35 m, but may be 47 m geodetic based on an approved DP 	<ul style="list-style-type: none"> As per ZHR10 bylaw 	<ul style="list-style-type: none"> None
Off-street Parking – Market Residential <ul style="list-style-type: none"> Residents (R) Visitors (V) 	"Zone 1" @ build-out: <ul style="list-style-type: none"> (R) 1.0 spaces/unit* (V) 0.2 space/unit* <i>* 10% reduction permitted as per approved transportation demand measures (TDM)</i>	<ul style="list-style-type: none"> (R) +/-1,164 (est.) (V) +/-232 (est.) 	<ul style="list-style-type: none"> None
Off-street Parking – Affordable Housing & ARTS Units <ul style="list-style-type: none"> Residents (R) Visitors (V) 	"Zone 1" @ build-out: <ul style="list-style-type: none"> (R) 0.9 spaces/unit* (V) 0.2 space/unit* <i>* 10% reduction permitted as per approved transportation demand measures (TDM)</i>	<ul style="list-style-type: none"> (R) +/-72 (est.) (V) +/-16 (est.) 	<ul style="list-style-type: none"> None
Off-street Parking – <ul style="list-style-type: none"> Total 	<ul style="list-style-type: none"> 1,484 (est.) 	<ul style="list-style-type: none"> 1,484 (est.) 	<ul style="list-style-type: none"> None
Tandem Parking Spaces	<ul style="list-style-type: none"> Permitted 	<ul style="list-style-type: none"> To be determined 	<ul style="list-style-type: none"> None
Amenity Space – Indoor @ 2 m ² /unit (21.5 ft ² /unit)	<ul style="list-style-type: none"> 2,490 m² (26,800 ft²) (based on 1,245 units) <i>* CCAP permits a reduction for projects greater than 400 units that provide a special recreation facility (e.g., pool)</i>	<ul style="list-style-type: none"> 2,490 m² (26,800 ft²) (est.) Amenity space provided in the first 4 of 5 phases Special recreation facility in Phase 2 	<ul style="list-style-type: none"> None
Amenity Space – Outdoor <ul style="list-style-type: none"> OCP @ 6.0 m²/unit (64.6 ft²/unit) CCAP @ 10% net site 	<ul style="list-style-type: none"> OCP: 7,470 m² (80,409 ft²) CCAP: 3,054 m² (32,870 ft²) Total: 10,524 m² (2.6 ac) (based on 1,245 units) 	<ul style="list-style-type: none"> As required 	<ul style="list-style-type: none"> None
Public Park <ul style="list-style-type: none"> ZHR10 zone @ 7.4 m² per unit, secured via statutory right-of-way 	<ul style="list-style-type: none"> 9,220 m² (2.28 ac) min. (based on 1,245 units) 	<ul style="list-style-type: none"> On-site: 9,220 m² (2.28 ac) Off-site: 1,376 m² (0.34 ac) Total: 10,596 m² (2.62ac) 	<ul style="list-style-type: none"> None
Temporary Public Park* * To be replaced by "Public Park" (See above)	<ul style="list-style-type: none"> To ensure park space comes on-stream with 1st phase of development 	<ul style="list-style-type: none"> 1,650 m² (0.42 ac) Removal will occur after all permanent park is complete (to allow for Phase 5). 	<ul style="list-style-type: none"> None

Other: Tree replacement compensation required for loss of significant trees.



School District No. 38 (Richmond)
7811 Granville Avenue, Richmond, BC V6Y 3E3

Tel: (604) 668-6000

November 23, 2011

Mayor Malcolm Brodie
City of Richmond
6911 No. 3 Road
Richmond, BC
V6Y 2C1

Dear Mayor Brodie:

Re: Proposed 2041 OCP Update Concept

On behalf of the Board of Education, I would like to provide our comments on the two proposed OCP amendments relating to the Capstan Village development that include density bonusing provisions. We have the following comments to make:

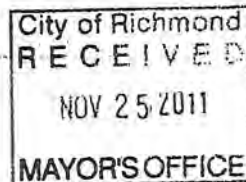
- The Capstan Village development proposal, prior to the consideration of density bonusing, is estimated to generate over 1,100 students; the density bonusing provisions are estimated to generate an additional 141 students.
- An increase of almost 1,250 students in this area, coupled with the planned growth in other parts of City Centre, will require a significant expansion of school facilities to accommodate the overall growth.
- Some of the expansion will likely occur at the Talmey, Tomsett & Tait elementary school sites, while new sites for both elementary and secondary schools will also be necessary.
- The Board has not secured funding for the expansion that will be needed. This funding would be requested from the Ministry of Education, but the approval of such funding requests cannot be guaranteed.

We thank you for the opportunity to provide comment on the proposed OCP changes. We look forward to the continued close working relationship between our two organizations.

Sincerely,

Mrs. Donna Sargent, Chairperson
On Behalf of the Board of Education (Richmond)

cc Trustees
M. Pamer, Superintendent of Schools
M. De Mello, Secretary Treasurer
Hon. G. Abbott, Minister of Education
J. Yap, MLA (Richmond-Steveston)
R. Howard MLA (Richmond Centre)
L. Reid, MLA (Richmond East)



Board of Education:
Donna Sargent - Chairperson
Debbie Tablotney - Vice Chairperson
Chak Au Rod Belleza Carol Day
Linda McPhail Grace Tsang

www.sd38.bc.ca

"OUR FOCUS IS ON THE LEARNER"



PINNACLE
INTERNATIONAL

December 19, 2011

Mr. Brian Jackson
City of Richmond
6011 No. 3 Road
Richmond, BC
V6Y 2C1

Dear Mr. Jackson:

RE: Concord Rezoning Application (RZ06-349722)

We have no objection with regard to the application on what we have seen to date.

We would like to be informed as the project progresses.

Yours truly,
Pinnacle Place 2009 Development Partnership

A handwritten signature in dark ink, appearing to read 'Mike De Cotiis', written over a large, loopy oval shape.

Mike De Cotiis
President

MD/lis

A MEMBER OF THE PINNACLE INTERNATIONAL GROUP
WWW.PINNACLEINTERNATIONAL.CA

Suite 300 - 911 Homer Street • Vancouver, BC, Canada • V6B 2W6 • Tel: 604 602-7747 • Fax 604 688-7749



November 15, 2011

Attn. Suzanne Carler- Huffman
Senior Planner / Urban Design
City of Richmond, Planning & Development
scarter@richmond.ca

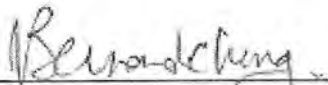
Concord Gardens on Sexsmith Road, Richmond
Letter of Support from
The Richmond Capstan Alliance Church,
3360 Sexsmith Rd. Richmond, BC

Dear Suzanne:

We are the Richmond Capstan Alliance Church. We are located at 3360 Sexsmith Road, Richmond, which is bordering the southwest corner of the Concord Gardens project.

We want to thank you and your department for your insightful assistance during the ongoing design and approvals process leading up to the present Rezoning application from Concord Developments Inc. We have come to an agreement (Appendix) with the developer to hopefully ensure the development and construction process will be beneficial to the entire community and respectful to our Congregation.

Based on this agreement, the Richmond Capstan Alliance Church is writing this as a letter of support for the present Rezoning application from Concord Developments Inc. We look forward to your continuing good work and support for our Congregation.



Signatory
Richmond Capstan Alliance Church
Nov. 16, 2011

Date



November 14, 2011

Attn. Fred Roman
Development Manager
Concord Pacific Developments Inc.
fred.roman@concordpacific.com

Concord Gardens on Sexsmith Road, Richmond
Letter of Support from Richmond Capstan Alliance Church, 3360 Sexsmith Rd.
Richmond, BC

Dear Fred:

We want to thank you for your patience and openness so far. As you may imagine, collecting consensus from a large congregation is not an easy nor simple matter. Our Congregation understands the scale of Concord Gardens will forever impact and alter the current and future use and enjoyment of our site. Furthermore, there will be many years of continuous construction activities that will directly and negatively impact our use. However we also understand there are many positive aspects to development and growth, for us and for the community. Therefore, we approach this letter of support with some conditions and qualifications.

Based on information received to date from Concord Pacific and the City of Richmond Planning Department; Richmond Capstan Alliance Church in-principle has no objections to the current proposed Concord Gardens Rezoning. However, we understand the current design information is conceptual in nature, and that the details of the final design may have significant impacts on our Congregation. These impacts may include the design of the public right-of-way on the north property line of our Church, the design of the Concord parking structure, the possibility of piling, deep excavation, retaining structures adjacent to our Church, noise / traffic and possible damage to the church property. Most importantly, possible undue or unforeseen negative impact to our future development of the Church property.

To ensure all stakeholders will continue to work co-operatively in the future, we ask that Concord Pacific Developments Inc. agree to the following by signing below:

- a) Concord Pacific to make regular updates to Capstan Alliance of the Project's progress, and make information available to Capstan Alliance upon reasonable request.
- b) Concord Pacific to manage and to minimize all construction impact, and will respond promptly upon reasonable requests from Capstan Alliance.

Working *FR*

ATTACHMENT 8

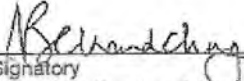
Letter of Concurrence: Richmond Capstan Alliance Church

- c) Concord Pacific to be open to make design adjustments favorable to the Capstan Alliance Church for the portion of development adjacent to the Church, if such design adjustments are deemed to be reasonable by the Church's Architect and supported by the Planning department.

CONCORD PACIFIC
Architect

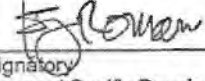
BJR

Upon your agreement, we will issue a letter of support to Suzanne Carter of the Planning Department. On it, we will simply state Richmond Capstan Alliance Church supports the Concord Gardens Rezoning application based on an agreement we have with Concord Pacific Developments Inc. We will attach this signed page as an appendix to our letter of support to the City and copy you. We look forward to an exciting future.



Signatory
Richmond Capstan Alliance Church
Nov. 14, 2011

Date



Signatory
Concord Pacific Developments Inc.
Nov. 15, 2011

Date

ATTACHMENT 9

3200 Sexsmith Road: Conceptual Form of Development

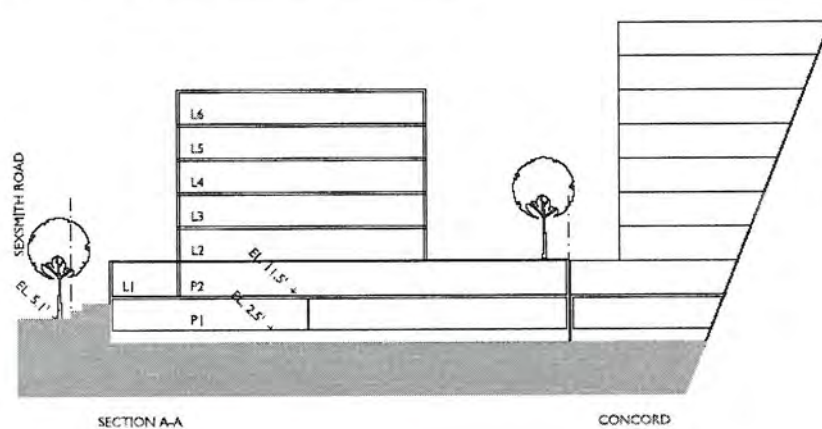


Northwest Property Proposal

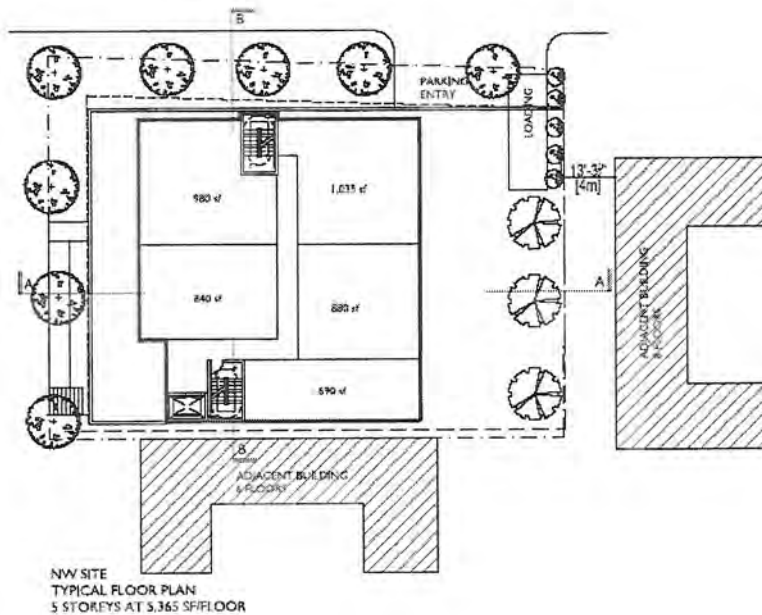
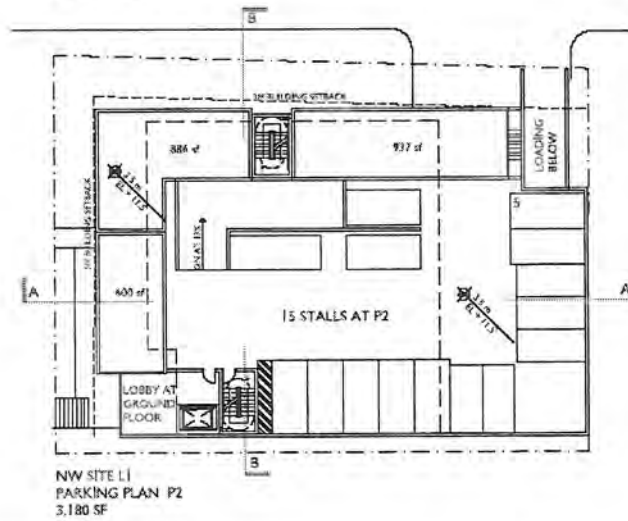
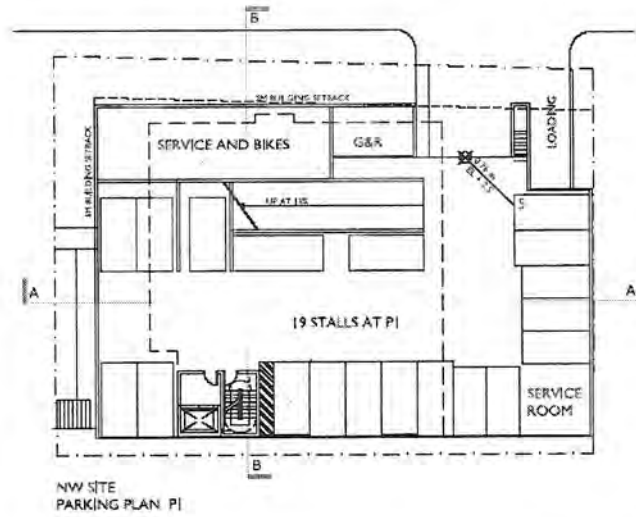
		FSR	FSR AREA
Site Area	12,000 SF	2.5	30,000 SF

DENSITY CALCULATION					
	NO OF FL.	AREA	TTL AREA	UNITS	TTL UNITS
GROUND FLOOR	1	3,180.00	3,180.00	3	3
TYPICAL FLOOR	5	5,350.00	26,750.00	5	25
TOTAL			29,930.00		28

PARKING COUNT	ZONE 1	
	REQ'D	PROVIDED
1 SPACE PER UNIT	28	28
0.2 SPACES VISITOR	5.6	6
TOTAL PARKING	33.6	34



ATTACHMENT 9
3200 Sexsmith Road: Conceptual Form of Development



December 17, 2011 (REVISED January 4, 2012)

Rezoning Considerations

8800, 8820, 8840, 8880, 8900, 8920, 8940, and 8960 Patterson Road and
3240, 3260, 3280, 3320, and 3340 Sexsmith Road

RZ 06-349722

Rezoning Considerations in respect to RZ 06-349722 include the following schedules:

- A. Preliminary Subdivision Plan
- B. Air Space Parcel Reference Plan
- C. Right-of-Way Key Plan
- D. Phasing Plan
- E. City-Approved Park Concept (NOTE: Colour drawings filed under REDMS #3433603 & 3433604)

Prior to final adoption of Zoning Amendment Bylaw No. 8840, the developer is required to complete the following:

1. Final Adoption of OCP Amendment Bylaw No. 8838.

Adoption of OCP Amendment Bylaw No. 8838 cannot occur until the following are complete:

- Execution of a Memorandum of Understanding between the City of Richmond and TransLink in respect to funding of the Capstan Canada Line station; and
- Final adoption of City bylaws in respect to the establishment of the Capstan Station Bonus Map area in the City Centre Area Plan and related density bonus provisions, to be brought forward for consideration by Council in this and separate cover, including Reserve Fund Establishment Bylaw No. 8854, OCP Amendment Bylaw No. 8837, and Zoning Amendment Bylaw No. 8839.

2. Provincial Ministry of Transportation & Infrastructure (MoTI) final approval. (NOTE: The MoTI letter, dated August 22, 2011, granting preliminary approval for the subject rezoning application is valid for one year from the letter's date of issuance.)
3. Registration of a Subdivision Plan for the subject site, to the satisfaction of the City.

Prior to registration of a Subdivision Plan, the following shall be included as conditions to the approval of subdivision:

- 3.1. Road dedications with a combined total area of approximately 0.203 ha (0.50 ac), as per the Preliminary Subdivision Plan (**Schedule A**), including:
 - a) 1.1 m along the subject site's entire Sexsmith Road frontage; and
 - b) 18.59 m wide strip of land for the extension of Hazelbridge Way.
- 3.2. Consolidation and subdivision of the lots into two lots for the purposes of the subject development, as per the Preliminary Subdivision Plan (**Schedule A**), and providing for the possible future subdivision of the two lots into five air space parcels (Parcels A-E), as per Air Space Parcel Reference Plan (**Schedule B**), such that the approximate areas of the lots shall be:
 - a) Lot 1 (north lot): 1.88 ha (4.65 ac); and
 - b) Lot 2 (south lot): 1.18 ha (2.92 ac).
- 3.3. Registration of legal agreement(s) on the north and south lots, as per the Preliminary Subdivision Plan (**Schedule A**), requiring that neither of the lots nor any of the future air space parcels (Parcels A-E), as per the Air Space Parcel Reference Plan (**Schedule B**), may be sold or otherwise transferred separately without prior approval of the City, to ensure that legal agreements and business terms related to financial, legal, development, and other obligations assigned to each of the lots and future air space parcels as a result of the subject rezoning are transferred and secured to the satisfaction of the Director of Development and City Solicitor.
- 3.4. Registration of Public Rights of Passage statutory rights-of-ways, as per the Right-of-Way Key Plan (**Schedule C**), including:

- Transportation right-of-ways (i.e. Private Road, Patterson Road Cul-de-Sac, and Sidewalk Widening, and related corner cuts); and
- Park right-of-ways (i.e. South Walkway, Neighbourhood Park, and Hazelbridge Plaza).

NOTE: For the purposes of the subject Rezoning Considerations, the combined total area of the park right-of-way areas shall be a minimum of 9,955 m² (2.46 ac) as indicated in the Right-of-Way Key Plan (**Schedule C**) and the proposed “High Rise Apartment and Artist Residential Tenancy Studio Units (ZHR10) – Capstan Village (City Centre)” zone. If it is determined via the subject development’s phase-by-phase development approval processes that additional park space must be secured via statutory right-of-way to satisfy the ZHR10 zone, such additional park space will be secured to the satisfaction of the City via the applicable Development Permit* process(es).

a) Private Road:

- i. 20 m wide right-of-way (with the exception of a portion of the Private Road’s east sidewalk, which is situated within the Neighbourhood Park right-of-way) with an area of approximately 2,895 m² (0.72 ac) shall be secured running from Patterson Road to the south edge of Lot 2, in part abutting the east end of the Hazelbridge Way dedication, together with 4.0 m x 4.0 m corner cuts on both the east and west sides of the right-of-way where the Private Road intersects with Patterson Road.
- ii. The right-of-way shall provide for:
 - 24 hour-a-day, universally accessible, public access for pedestrians, bicycles, and general purpose traffic;
 - Emergency and service vehicle access, City bylaw enforcement, and any related or similar City-authorized activities;
 - Public access between Hazelbridge Way, Patterson Road, and a future road to be constructed by others south of the subject site (in whole or in part on TransLink’s former park-and-ride site at 3440 Sexsmith Road, as per the City Centre Area Plan), including access to fronting residential, public park, and other on-site uses;
 - Special design treatment and landscape features including, but not limited to, lighting, furnishings, trees and planting, decorative paving, and innovative, integrated storm water management measures, to the satisfaction of the City;
 - Building encroachments for portions of the building situated below the finished grade of the right-of-way, provided that such encroachments do not conflict with the design, construction, or intended operation of the private road (e.g., tree planting, vehicle load limitations), as specified in a Development Permit* approved by the City;
 - The owner’s ability to close some or all of the right-of-way to public access in the event of an emergency (e.g., failure of the structure supporting the road) with the approval of the City;
 - The owner’s ability to close a portion of the right-of-way to public access to facilitate maintenance or repairs to the road provided that adequate public access is maintained and the duration of the closure is limited as approved by the City in writing in advance of any such closure; and
 - Design and construction (implemented via a Servicing Agreement*, as required by the City), maintenance, and all associated liability in respect to the right-of-way shall be at the sole cost and responsibility of the owner, to the satisfaction of the City.
- iii. In addition, the right-of-way shall:
 - Be coordinated with the South Walkway right-of-way, the latter of which will be designed to provide for an interim widening at the south end of the Private Road right-of-way to accommodate a vehicle turn-around (3-point turn arrangement) in order to provide for the interim public use of the south leg of the Private Road in advance of the road’s connection with a future road (constructed by others) linked to Capstan Way via 3440 Sexsmith Road (TransLink park-and-ride lot).
- iv. Furthermore, the right-of-way shall permit driveways along the east and west sides of the Private Road, the design of which must be to the satisfaction of the Director of

Transportation (i.e. specific location, width) and Director of Development, as specified in a Servicing Agreement* and/or Development Permit* approved by the City, as follows:

- A maximum of 1 driveway at each of Parcel A, B, C, and D.

v. The right-of-way shall not permit:

- City utilities; or
- Building encroachments above the finished grade of the right-of-way area.

b) Patterson Road Cul-de-Sac:

- i. An irregular shaped right-of-way, approximately 27.5 m² (0.01 ac) in area, located on the south side of Patterson Road, east of the Private Road right-of-way.
- ii. The right-of-way shall provide for:
 - 24 hour-a-day, universally accessible, public access for pedestrians, bicycles, and general purpose traffic;
 - Turn-around movements (3-point turn arrangement) at the proposed eastern terminus of Patterson Road (adjacent to the proposed Patterson Road Street-End Park);
 - Emergency and service vehicle access, City bylaw enforcement, and any related or similar City-authorized activities;
 - Frontage improvements and park features complementary to the City-approved Patterson Road streetscape and Patterson Road Street-End Park designs including, but not limited to, lighting, furnishings, trees and planting, decorative paving, and innovative, integrated storm water management measures;
 - As required, coordination with vehicle access requirements in respect to the City-owned lots on the north side of Patterson Road at 8911, 8931, 8951, and 8991 Patterson Road;
 - Building encroachments for portions of the building situated below the finished grade of the right-of-way, provided that such encroachments do not conflict with the design, construction, or intended operation of the street-end (e.g., load limitations restricting vehicle types), as specified in a Development Permit* approved by the City;
 - The owner's ability to close some or all of the right-of-way to public access in the event of an emergency (e.g., failure of the supporting structure) with the approval of the City;
 - The owner's ability to close a portion of the right-of-way to public access to facilitate maintenance or repairs to the right-of-way area provided that adequate public access is maintained and the duration of the closure is limited as approved by the City in writing in advance of any such closure;
 - City utilities; and
 - Design and construction (implemented via a Servicing Agreement*, as required by the City), maintenance, and all associated liability in respect to the right-of-way shall be at the sole cost and responsibility of the owner, except as determined via an approved Servicing Agreement* or Development Permit*, to the satisfaction of the City.
- iii. Furthermore, the right-of-way shall permit a driveway access, as follows:
 - One driveway at Parcel B, the design of which must be to the satisfaction of the Director of Transportation (i.e. specific location, width) and Director of Development, as specified in a Servicing Agreement* and/or Development Permit* approved by the City.
- iv. In addition, the right-of-way shall:
 - Provide for a replacement right-of-way, as required, based on an approved Development Permit*.
- v. The right-of-way shall not permit:
 - Building encroachments above the finished grade of the right-of-way area.

c) Sidewalk Widening:

- i. Rights-of-ways shall be secured along the following frontages:
 - varying width along the site's entire Garden City Road frontage ("Garden City Greenway") with an approximate total area of 500 m² (0.12 ac);
 - 2.6 m wide along the site's entire Sexsmith Road frontage ("Sexsmith Bikeway") with an approximate total area of 290 m² (0.07 ac); and

- 0.705 m wide along the entire length of both the north and south sides of the subject site's required Hazelbridge Way road dedication, together with 4.0 m x 4.0 m corner cuts on both sides of Hazelbridge Way at Sexsmith Road and widenings on both sides of Hazelbridge Way at the Private Road, with a total combined area of approximately 810 m² (0.20 ac), in order to complete the required sidewalk width (i.e. such that the combined total width of the Hazelbridge Way dedication and statutory right-of-way areas is a minimum of 20 m) and accommodate vehicle turning at the street's east end, as determined to the satisfaction of the Director, Transportation.
 - ii. The rights-of-ways shall provide for:
 - 24 hour-a-day, universally accessible, public access in the form of sidewalk and related landscape features accommodating pedestrians and cyclists, which may include, but are not limited to, lighting, furnishings, trees and planting, decorative paving, and innovative, integrated storm water management measures, to the satisfaction of the City;
 - Public access to fronting residential, public park, and other on-site uses;
 - Emergency and service vehicle access, City bylaw enforcement, and any related or similar City-authorized activities;
 - City utilities;
 - Design and construction (implemented via a Servicing Agreement*, as required by the City), maintenance, and all associated liability in respect to the right-of-way shall be at the sole cost and responsibility of the owner, except as determined via an approved Servicing Agreement* or Development Permit*, to the satisfaction of the City.
 - iii. In addition, near the east end of the subject site's required Hazelbridge Way road dedication the right-of-way shall provide for:
 - Widening to accommodate a vehicle turn-around (3-point turn arrangement) in order to facilitate public use of Hazelbridge Way in the event that the Private Road (described above) is temporarily unavailable, in part or in whole, for public use (e.g., due to construction activity, emergency or maintenance activity involving the Private Road, or other causes for which the City has provided pre-approval to the owner). The turn-around must be designed and constructed to the satisfaction of the Director of Transportation including, but not limited to, any required provisions for fire access, emergency services, and loading and manoeuvring of large trucks (e.g., garbage/recycling) necessary to support development of the subject site. The City may permit a replacement right-of-way in respect to the widening, as required, based on approved Development Permit* design.
 - iv. Furthermore, the rights-of-ways shall permit driveway crossings, the design of which must be to the satisfaction of the Director of Transportation (i.e. specific location, width) and Director of Development, as specified in a Servicing Agreement* and/or Development Permit* approved by the City, as follows:
 - Along the subject site's required Hazelbridge Way road dedication: A maximum of one driveway crossing at Parcel A (north side) and one at Parcel D (south side).
 - v. The rights-of-ways shall not permit:
 - Building encroachments (above or below the finished grade of the right-of-way area); or
 - Driveway crossings along any portion of Sexsmith Road or Garden City Road.
- d) South Walkway:
- i. 6 m minimum wide right-of-way, with a total area of approximately 1,395 m² (0.34 ac), shall be secured along the entire south property line of Lot 2 (except at the Private Road, Sexsmith Bikeway, and Garden City Greenway), together with widening to both sides of the Private Road (to accommodate vehicle turning on an interim basis, as determined to the satisfaction of the Director, Transportation), as generally illustrated in the City-Approved Park Concept (**Schedule E**), including approximately:
 - Parcel C: 651 m² (0.16 ac); and

- Parcel D: 744 m² (0.18 ac).
- ii. The right-of-way shall provide for:
 - 24 hour-a-day, universally accessible, public access in the form of a landscaped, walkway and complementary landscape features accommodating pedestrians and cyclists, to the satisfaction of the City;
 - Public access to fronting residential units and other on-site uses, which may include community gardens along the south side of the walkway, owned and operated at the sole cost of the developer;
 - Emergency and service vehicle access, City bylaw enforcement, and any related or similar City-authorized activities;
 - Some combination of decorative paving, trees, lighting, structures and furnishings, gardens, and innovative, integrated storm water management measures, to the satisfaction of the City;
 - Building encroachments for portions of the building situated below the finished grade of the right-of-way, provided that such encroachments do not conflict with the design, construction, or intended operation of the South Walkway (e.g., tree planting, gardens), as specified in a Development Permit* and/or Servicing Agreement* approved by the City; and
 - Design and construction (implemented via a Servicing Agreement*, as required by the City), maintenance, and all associated liability in respect to the right-of-way shall be at the sole cost and responsibility of the owner, to the satisfaction of the City.
- iii. In addition, the right-of-way shall provide for:
 - An attractive interface between the subject site and future development, by others, to its south at 3440 Sexsmith Road (TransLink)and 3360 Sexsmith Road (church) including, but not, limited to, provisions for public pedestrian access between the South Walkway and adjacent off-site development at multiple locations along the length of both Parcel C and Parcel D; and
 - Widening to the east and west of the Private Road to accommodate an interim vehicle turn-around (3-point turn arrangement) in order to facilitate public use of the south leg of the Private Road in advance of the road's connection with a future road (constructed by others) linked to Capstan Way via 3440 Sexsmith Road (TransLink park-and-ride lot). The turn-around must be designed and constructed to the satisfaction of the Director of Transportation and Senior Manager, Parks, including, but not limited to, any required provisions for fire access, emergency services, and loading and manoeuvring of large trucks (e.g., garbage/recycling) necessary to facilitate the development of the subject site's south lot (Lot 2) and the proposed air space parcels within it (Parcels C and D), together with features designed to ensure the safety, amenity, and attractiveness of the South Walkway and its pedestrian functions. The City may permit a replacement right-of-way in respect to:
 - the configuration of the widenings on Parcel C and/or Parcel D, as determined via approved Development Permit* design; and
 - vehicle use of the widenings on Parcel C and/or Parcel D restrict vehicle turn-around activities if and when unrestricted public vehicle access is provided across 3440 Sexsmith Road to Capstan Way, and it is demonstrated to the satisfaction of the City that one or both widenings area surplus to emergency, service vehicle, public access, and other needs specific to on-site activities and to the coordination of the subject site with adjacent development by others.
- iv. The right-of-way shall not permit:
 - Building encroachments above the finished grade of the right-of-way area.
- e) Neighbourhood Park:
 - i. A right-of-way of approximately 6,225 m² (1.53 ac) in area shall be secured between the Private Road and Garden City Road, straddling the common property line of Lot 1 and Lot2, as generally illustrated in the City-Approved Park Concept (**Schedule E**), such that a portion of the park is on each lot as follows:

- Parcel B: 5,082 m² (1.25 ac); and
- Parcel C: 1,143 m² (0.28 ac).
- ii. The right-of-way shall provide for:
 - 24 hour-a-day, universally accessible, public access in the form of a landscaped open space and complementary landscape features accommodating pedestrians and cyclists, to the satisfaction of the City;
 - Unimpeded public pedestrian and bike access to/from fronting streets;
 - Public access to/from residential units, common residential indoor and outdoor amenity spaces, and other on-site uses, to the satisfaction of the City as determined via an approved Development Permit*;
 - Emergency and service vehicle access, City bylaw enforcement, and any related or similar City-authorized activities;
 - A least 50% openness to fronting public streets (i.e. 50% or more of the perimeter of the park should abut the Private Road and Garden City Road);
 - Some combination of decorative paving, trees, lighting, structures and furnishings, gardens, children's play features, public art, community gardens, and innovative, integrated storm water management measures, to the satisfaction of the City;
 - Building encroachments for portions of the building situated below the finished grade of the right-of-way, provided that such encroachments do not conflict with the design, construction, or intended operation of the park (e.g., tree planting, gardens), as specified in a Development Permit* and/or Servicing Agreement* approved by the City; and
 - Design and construction (implemented via a Servicing Agreement*, as required by the City), maintenance, and all associated liability in respect to the right-of-way shall be at the sole cost and responsibility of the owner, to the satisfaction of the City unless otherwise determined at the sole discretion of the City.
- iii. In addition, the right-of-way shall:
 - Provide for a replacement right-of-way, as required, based on an approved Development Permit*.
- iv. The right-of-way shall not permit:
 - Building encroachments above the finished grade of the right-of-way area.
- f) Hazelbridge Plaza:
 - i. A right-of-way of approximately 810 m² (0.20 ac) in area shall be secured on Parcel A fronting Hazelbridge Way, as generally illustrated in the City-Approved Park Concept (**Schedule E**).
 - ii. The right-of-way shall provide for:
 - 24 hour-a-day, universally accessible, public access in the form of a landscaped, open space and complementary landscape features accommodating pedestrians and cyclists, to the satisfaction of the City;
 - Unimpeded public access to/from Hazelbridge Way;
 - Public access to/from residential units, common residential indoor and outdoor amenity spaces, and other on-site uses, to the satisfaction of the City as determined via an approved Development Permit*;
 - Emergency and service vehicle access, City bylaw enforcement, and any related or similar City-authorized activities;
 - Some combination of decorative paving, trees, lighting, structures and furnishings, gardens, children's play features, public art, and innovative, integrated storm water management measures, to the satisfaction of the City;
 - A least 30% openness to fronting public streets (i.e. 30% or more of the perimeter of the park should abut Hazelbridge Way) and a right-of-way configuration designed to help to ensure unobstructed sightlines between the public street and the back of the right-of-way;
 - Building encroachments for portions of the building situated below the finished grade of the right-of-way, provided that such encroachments do not conflict with the design,

construction, or intended operation of the park (e.g., tree planting, gardens), as specified in a Development Permit* and/or Servicing Agreement* approved by the City; and

- Design and construction (implemented via a Servicing Agreement*, as required by the City), maintenance, and all associated liability in respect to the right-of-way shall be at the sole cost and responsibility of the owner, to the satisfaction of the City unless otherwise determined at the sole discretion of the City.

iii. The right-of-way shall not permit:

- Building encroachments above the finished grade of the right-of-way area.

3.5. Registration of a Public Right of Passage statutory right-of-way on Parcel E within Lot 1, for the purpose of providing for a Temporary Park, as generally illustrated in the City-Approved Park Concept (**Schedule E**), intended to help ensure that:

- Residents of Capstan Village in general and the subject site in specific will have convenient access to attractive public open space amenities complementary to on-site outdoor residential amenity space in advance of the completion of the developer's construction of adequate permanent public neighbourhood park space within and around the subject site (i.e. completion of the Patterson Road Street-End Park and the park right-of-way areas referred to as the South Walkway, Neighbourhood Park, and Hazelbridge Plaza); and
- As part of the subject development's first phase, the developer shall develop a portion of Parcel E (over the parcel's proposed Phase 1 parking structure) to ensure that it is made attractive and usable for the public during the interim period prior to Parcel E's development with residential uses via the subject development's final phase of building construction (Phase 5).

a) The right-of-way shall require that the owner provide:

- i. One contiguous park space on Parcel E;
- ii. A minimum park area of 1,650 m² (0.41 ac) or as otherwise required to provide for, in combination with the Hazelbridge Plaza on Parcel A, a minimum of 8 m² of public park (secured via a statutory right-of-way) per dwelling unit in respect to the subject development's first phase of building construction (i.e. dwelling units on Parcel A); and
- iii. The specific location and configuration of the park to the satisfaction of the City as specified in an approved Servicing Agreement * and Development Permit*.

b) The right-of-way shall:

- i. Provide for 24 hour-a-day, universally accessible, public access for pedestrians and cyclists;
- ii. Emergency and service vehicle access, City bylaw enforcement, and any related or similar City-authorized activities;
- iii. Building encroachments for portions of the building situated below the finished grade of the right-of-way area, provided that such encroachments do not conflict with the design, construction, or intended operation of the Temporary Park, as determined to the satisfaction of the City;
- iv. The owner's ability to close some or all of the right-of-way to public access in the event of an emergency (e.g., failure of the structure supporting the Temporary Park);
- v. The owner's ability to close a portion of the right-of-way to public access to facilitate maintenance or repairs to the Temporary Park provided that adequate public access is maintained and the duration of the closure is limited as approved by the City in writing in advance of any such closure; and
- vi. Provide for the Temporary Park to be designed and constructed, via the City's standard Servicing Agreement * and Development Permit* processes (secured via Letter(s) of Credit), to the satisfaction of the City;
- vii. Require the design, construction, and maintenance of the right-of-way to be at the sole cost of the developer, to the satisfaction of the City.

c) In addition, the right-of-way shall:

- i. Upon pre-approval from the City, permit the developer, at the developer's sole cost, to relocate or otherwise alter the right-of-way and Temporary Park works to accommodate

pre-construction activities in respect to building construction on Parcel E (Phase 5), as determined to the satisfaction of the City; and

- ii. Provide for the right-of-way to be discharged and the Temporary Park to be abandoned (without replacement) to facilitate the developer's construction of Phase 5, at the sole discretion of the City, but not prior to:
 - Final Building Permit* issuance permitting occupancy has been granted for Parcels A, B, and C (Phases 1, 2, and 3), including the completion of construction, to the satisfaction of the City, of all areas granted to the City via a statutory right-of-way or other means for road or park purposes within those parcels, together with all off-site works required in respect to the subject rezoning and Phases 1, 2, and 3 (i.e. Patterson Road Street-End Park, engineering works, and transportation works); and
 - Development Permit* issuance has been granted for Parcels D and E (Phases 4 and 5).

d) The right-of-way shall not permit:

- i. City utilities; or
- ii. Building encroachments above the finished grade of the right-of-way area.

4. Registration of restrictive covenants limiting driveway crossings along the subject site's street frontages as follows:

- 4.1. Patterson Road: (**REVISED January 4, 2012**) One abutting the west property line of Parcel A, designed and secured to provide for shared access with future development on the adjacent lot at 3200 Sexsmith Road (effective upon development of the benefiting property), or as otherwise determined to the satisfaction of the Director of Transportation and Director of Development as per an approved Development Permit*.

NOTE: Access covenants are not proposed along the subject site's Hazelbridge Way, Sexsmith Road, Patterson Road Cul-de-Sac, or Garden City Road frontages or along the Private Road, as the proposed right-of-ways registered in respect to those areas make specific provisions/restrictions regarding the number and location of permitted driveways crossings.

5. (**REVISED January 4, 2012**) Registration of cross access easement(s), statutory right-of-way(s), and/or other legal agreements or measures, as determined to the satisfaction of the City, over the following:

- 5.1. Patterson Road: The proposed driveway along Patterson Road abutting west property line of Parcel A, to provide for shared access with future development on the adjacent lot at 3200 Sexsmith Road (effective upon development of the benefiting property), or as otherwise required to the satisfaction of the Director of Transportation and Director of Development as per an approved Development Permit*.
- 5.2. Internal Circulation: The internal drive-aisles and related vehicle and pedestrian circulation within the parking structures on the proposed Lot 1 in favour of Lot 2 and on Lot 2 in favour of Lot 1 allowing for unrestricted access between the two lots (and the future air space parcels within each lot) for parking, garbage, recycling, loading, and related purposes, to the satisfaction of the City as specified in an approved Development Permit (effective upon development of the benefiting properties). The developer's proposed phasing of the subject develop and its future subdivision into multiple air space parcels may require alternative or additional legal agreements to secure the necessary access between the lots and parcels to the satisfaction of the City.

6. Registration of an aircraft noise sensitive use covenant on title.

7. Registration of a flood indemnity covenant on title.

8. Registration of a restrictive covenant(s) and/or alternative legal agreement(s), to the satisfaction of the City, securing that "no development" will be permitted on the subject site, in whole or in part, and restricting Development Permit* issuance until, the developer enters into legal agreement(s) in respect to the developer's commitment with regard to Lot 1 and Lot 2 and any future subdivision of those lots (e.g., air space parcels) to:

- 8.1. District Energy Utility (DEU): Connect the subject development to the proposed City Centre DEU, including the operation of and use of the DEU and all associated obligations and agreements as determined by the Director of Engineering, including, but not limited to:
 - a) Design and construction of the development's buildings to facilitate hook-up to a DEU system (e.g., hydronic water-based heating system); and
 - b) Entering into a Service Provision Agreement(s) and statutory right-of-way(s) and/or alternative legal agreements, to the satisfaction of the City, that establish DEU for the subject site; and
 - 8.2. Sanitary Pump Station: Design and construction of the sanitary pump station proposed for the north side of Capstan Way, as set out in the Engineering SA* Requirements forming part of these Rezoning Considerations for the subject site. The sanitary pump station services a significant area of development. While design and construction of the pump station will be a requirement of any development within the catchment area served by the proposed Capstan Way sanitary pump station, the City's objective is to have an equitable distribution of costs to the benefiting properties to the extent possible using available tools such as latecomer agreements or developer cost sharing agreements.
9. Registration of the City's standard Housing Agreement to secure 20 affordable housing units in the form of "artist residential tenancy studio (ARTS) units", as defined by the subject rezoning application's proposed High Rise Apartment and Artist Residential Tenancy Studio Units (ZHR10) – Capstan Village (City Centre) zone, as follows:
- 9.1. The combined habitable floor area of the 20 ARTS units (i.e. net of common areas and uses occurring outside the units such as parking, garbage/recycling areas, hallways, and amenity spaces) shall comprise at least 1,628 m² (17,524.22 ft²) and shall, together with parking and related uses, be located on Parcel A or Lot 1.
 - 9.2. The ARTS units will be managed under the guidelines as set out under the City's Affordable Housing Strategy and guidelines for Low End Market Rental housing, including provisions for occupants of the 20 ARTS units subject to the Housing Agreement to not be subject to strata or maintenance fees, and to enjoy full and unlimited access to and use of all on-site indoor and outdoor amenity spaces (including access to amenity spaces on Parcel A/Phase 1 and the developer's proposed common amenity facility on Parcel B/Phase 2), EXCEPT:
 - a) In addition to income eligibility, at least one of the residents of each ARTS unit must satisfy the criteria of a "professional artist" as defined by the Canada Council for the Arts. While this definition may change from time to time, in 2011, the Canada Council definition of a "professional artist" is understood to be an artist who:
 - i) Has specialized training in the field (not necessarily in academic institutions);
 - ii) Is recognized as such by his or her peers; and
 - iii) Is committed to devoting more time to artistic activity, if financially feasible.Furthermore, to meet the Canada Council definition of a professional visual artist, one must also have:
 - i) Produced an independent body of work;
 - ii) Had at least 3 public presentations of work in a professional context over a 3-year period; and
 - iii) Maintained an independent professional practice for at least 3 years.
 - b) ARTS units shall all be treated as "bachelor" units for the purposes of determining applicable maximum monthly unit rent and total maximum household income, regardless of actual unit size, configuration, number of bedrooms, or other features.

- 9.3. The terms of the Housing Agreements shall indicate that they apply in perpetuity and provide for the following:

Unit Type	Number of Units	Minimum Unit Area	Maximum Monthly Unit Rent**	Total Maximum Household Income**
ARTS*	20	74 m ² (797 ft ²)	\$788	\$31,500 or less

* For the purposes of the City's standard Housing Agreement in respect to determining the applicable "maximum monthly unit rent" and "total maximum household income", the subject ARTS units shall be treated as "bachelor" units.

** May be adjusted periodically as provided for under adopted City policy.

- 9.4. The ARTS units, related uses (e.g., parking), and associated landscaped areas shall be completed to a turnkey level of finish at the sole cost of the developer, to the satisfaction of the City. Units should be designed and constructed to be durable and flexible in order that they may accommodate a broad range of arts uses and related activities, as permitted under the ZHR10 zone. As determined to the satisfaction of the City, unit features should include, but may not be limited to:

- a) Street-oriented, town housing units (as generally defined by the Zoning Bylaw), each of which shall be situated at the first storey of the building (in part or in whole), front directly onto Sexsmith Road or Patterson Road, and provide for direct public access (i.e. without the need for the public to pass through a shared circulation area, such as a corridor, elevator, stair, or lobby), EXCEPT that:

a maximum of 4 of the total 20 ARTS units may be located entirely above the first storey of the building, as determined to the satisfaction of the City and provided that in respect to any units located entirely above the building's first storey:

 - i) Such units are located in a portion of the building intended for the exclusive use of the occupants of ARTS units and ancillary uses (e.g., visitors);
 - ii) Such units do not share their primary public access (e.g., entry lobby, corridors, stairs, elevator) with non-ARTS units; and
 - iii) The required minimum habitable space of the ARTS units (i.e. 1,628 m² / 17,524.22 ft²) shall exclude the area of any circulation or related spaces made necessary to access or otherwise service the units situated above the building's first storey;
- b) A variety of unit types including some combination of bachelor, 1-bedroom, 1-bedroom and den, and/or 2-bedroom units, to the satisfaction of the City;
- c) A minimum habitable floor elevation of 2.9 m geodetic;
- d) Good daylighting (especially of the double-height space) and sunlight controls/shading;
- e) Natural and mechanical ventilation (including, but not limited to, compliance with OCP Aircraft Noise Sensitive Development policies for Area 3: Moderate Aircraft Noise Area);
- f) Mechanical and electrical flexibility (including flexible lighting options in the double height space);
- g) Measures incorporated into the individual ARTS units (including appropriate siting and orientation) to ensure that permitted arts-related activities carried out within the units will not impact neighbouring residents (on site or off) by way of noise, vibration, smoke, dust, odours, heat, glare, or electrical or radio disturbances detectable beyond the ARTS units;
- h) Highly durable, resilient materials used for all floors, walls, sinks, and countertops;
- i) Direct access from interior double height spaces to outdoor space via double-height doors;
- j) Provisions for the permanent or temporary display outdoors of a limited amount of artwork produced on the premises;
- k) Interceptors in all sink drains;
- l) Convenient access to loading for large and heavy items; and
- m) Units wired for communication/high speed data/cable.

- 9.5. Final Building inspection permitting occupancy for the building on Lot 1, in whole or in part, shall not be granted until the ARTS units and all related uses and areas are constructed to the satisfaction of the City and have received final Building Permit inspection permitting occupancy.
10. Registration of a restrictive covenant(s) and/or alternative legal agreement(s), to the satisfaction of the City, securing that “no development” will be permitted on the subject site and restricting Development Permit* issuance until the developer satisfies the following:
- 10.1. Phasing: “No development” will be permitted on Parcels B or E (Lot 1) or Parcels C or D (Lot 2), restricting Development Permit* approval, until the developer, on a parcel-by-parcel basis, makes provisions for proceeding on the basis of the following phasing, as generally illustrated in the Phasing Plan (**Schedule D**):
- a) **Phase 1**: Lot 1, as required to facilitate the construction of:
 - i) Residential uses (including ARTS units) on Parcel A, including accessory parking on Parcels A and E and a portion of B;
 - ii) Park and road on Parcel A;
 - iii) Temporary Park on Parcel E;
 - iv) Various off-site road and engineering improvements; and
 - v) Tree replacement to the satisfaction of the City.
 - b) **Phase 2**: Lot 1, as required to facilitate the construction of:
 - i) Residential uses on Parcel B, including accessory parking and parking in respect to future residential uses on Parcel E;
 - ii) Park on Parcel B;
 - iii) Various off-site road and park improvements; and
 - iv) Tree replacement to the satisfaction of the City.
 - c) **Phase 3**: Lot 2, as required to facilitate the construction of:
 - i) Residential uses on Parcel C, including accessory parking and parking in respect to future residential uses on Parcel D;
 - ii) Park and road on Parcel D; and
 - iii) Tree replacement to the satisfaction of the City.
 - d) **Phase 4**: Lot 2, as required to facilitate the construction of:
 - i) Residential uses on Parcel D, including accessory parking;
 - ii) Park and road on Parcel D; and
 - iii) Tree replacement to the satisfaction of the City.
 - e) **Phase 5**: Lot 1, as required to facilitate the construction of:
 - i) Residential uses on Parcel E; and
 - ii) Abandonment and removal of the Temporary Park on Parcel E.

Note that sequential phases (e.g., Phases 2 and 3) may proceed concurrently; however, a later phase may not advance to Development Permit approval ahead of an earlier phase.

- 10.2. Affordable Housing: “No development” will be permitted on Parcels B or E (Lot 1) or Parcels C or D (Lot 2), restricting Development Permit* approval, until the developer, on a parcel-by-parcel basis, makes provisions for the construction of affordable housing on each of the four parcels, at the sole cost of the developer, to the satisfaction of the City, secured via the City’s standard Housing Agreement(s) registered on title. The form of the Housing Agreement(s) is to be agreed to by the developer and the City prior to adoption of the subject rezoning; after which time, changes to the Housing Agreement(s) will only be permitted for the purpose of accurately reflecting the specifics of the Development Permit* for each parcel and other non-material amendments resulting thereof and made necessary by Development Permit* approval requirements, to the satisfaction of the Director of Development and Manager, Community Social Development. The terms of the Housing Agreement(s) shall indicate that they apply in perpetuity and provide for, but are not limited to, the following:

- a) The required minimum floor area of the affordable housing on each of the 4 parcels shall be equal to a minimum of 4 affordable housing units, the combined habitable floor area of which affordable housing units shall comprise at least 5% of the total residential building area on the parcel *PLUS* additional affordable housing, the floor area of which additional affordable housing shall be determined in respect to the total residential floor area on Parcel A (exclusive of ARTS units), as per an approved Development Permit* for Parcel A, as follows:

Parcel	Minimum Habitable Floor Area of Affordable Housing by Parcel	
	Based on % of Max Floor Area on Subject Parcel	Based on % of Max Floor Area on Parcel A
A	Nil	Nil
B	5%	1.5% (30% of Parcel A requirement)
C	5%	1.4% (28% of Parcel A requirement)
D	5%	1.65% (33% of Parcel A requirement)
E	5%	0.45% (9% of Parcel A requirement)

- b) The number of affordable housing units, together with their types, sizes, unit mix, rental rates, and occupant income restrictions shall be in accordance with the City's Affordable Housing Strategy and guidelines for Low End Market Rental housing (unless otherwise agreed to by the Director of Development and Manager, Community Social Development), as follows:

Unit Type	Minimum Unit Area	Maximum Monthly Unit Rent**	Total Maximum Household Income**
Bachelor	37 m ² (400 ft ²)	\$788	\$31,500 of less
1-Bedroom	50 m ² (538 ft ²)	\$875	\$35,000 of less
2- Bedroom	80 m ² (861 ft ²)	\$1,063	\$42,500 of less
3-Bedroom	91 m ² (980 ft ²)	\$1,275	\$51,000 of less

** May be adjusted periodically, as provided for under adopted City policy.

- c) Occupants of the affordable housing units shall, to the satisfaction of the City (as determined prior to Development Permit* approval), enjoy full and unlimited access to and use of all on-site indoor and outdoor amenity spaces provided as per OCP and City Centre Area Plan (CCAP) policy, including the use of the developer's proposed common amenity facility on Parcel B/Phase 2.
- d) Parking intended for the use of affordable housing occupants and visitors shall be provided as per the Richmond Zoning Bylaw.
- e) The affordable housing units, related uses (e.g., parking, garbage/recycling, hallways and circulation, amenities), and associated landscaped areas shall be completed to a turnkey level of finish, at the sole cost of the developer, to the satisfaction of the Director of Development and Manager, Community Social Development.
- f) Final Building Permit inspection permitting occupancy for any building, in part or in whole, on any of Parcels B, C, D, or E shall not be granted until the affordable housing facility on the affected parcel is constructed and has received final Building Permit* inspection permitting occupancy.

- 10.3. Roads: "No development" will be permitted on the subject site, restricting Development Permit* approval, until the developer, on a parcel-by-parcel basis, enters into the City's standard Servicing Agreement(s)*, secured via Letter(s) of Credit, for the phased design and construction of road improvements as per the Transportation SA* Requirements identified in these Rezoning Considerations, at the sole cost of the developer, to the satisfaction of the City. Road improvements, secured via SA* and Letter(s) of Credit prior to Development Permit* issuance, shall be as follows:

- a) **Phase 1 (Parcel A):**
 - i) Sexsmith Road, to be fully constructed, including all related traffic signal improvements and MoTI requirements;
 - ii) Hazelbridge Way, to be fully construction within Lot 1 only;
 - iii) Private Road, to be fully constructed within Lot 1 only;
 - iv) Patterson Road, to be fully constructed from the east side of the Private Road to Sexsmith Road;
 - v) Intersection modification at Capstan Way / Garden City Road to be fully constructed; and
 - vi) As required, based on an approved Development Permit*, transportation demand management (TDM) measures in respect to parking relaxations on Lot 1 (e.g., interim asphalt walkway along Sexsmith Road linking the frontage of the subject site with Sea Island Way and Capstan Way);
- b) **Phase 2 (Parcel B):**
 - i) Patterson Road, to be fully constructed from the east side of the Private Road to the boundary of the proposed Patterson Road Street-End Park;
 - ii) Garden City Road, to be fully constructed from the south boundary of the subject site to the north boundary of Patterson Road; and
 - iii) As required, based on an approved Development Permit*, transportation demand management (TDM) measures in respect to parking relaxations on Lot 1 and/or 2 (e.g., continuation of frontage improvements north to Sea Island Way).
- c) **Phase 3 (Parcel C):**
 - i) Private Road, to be fully constructed on Lot 2.
- d) **Phase 4 (Parcel D):**
 - i) Hazelbridge Way, to be fully constructed (within the Sidewalk Widening right-of-way).
- e) **Phase 5 (Parcel E):** No requirements.

10.4. **Parks:** “No development” will be permitted on Parcels B or E (Lot 1) or Parcels C or D (Lot 2), restricting Development Permit* approval, until the developer, on a parcel-by-parcel basis, enters into the City’s standard Servicing Agreement(s)*, secured via Letter(s) of Credit, for the phased design and construction of park improvements as per the City-Approved Park Concept (**Schedule E**) attached to these Rezoning Considerations, at the sole cost of the developer, to the satisfaction of the City. Park improvements, secured via SA* and Letter(s) of Credit prior to Development Permit* issuance, shall be as follows:

- a) **Phase 1 (Parcel A):**
 - i) Hazelbridge Way Plaza, to be fully constructed; and
 - ii) Temporary Park (Parcel E), to be fully constructed.
- b) **Phase 2 (Parcel B):**
 - i) Neighbourhood Park, to be fully constructed on Lot 1; and
 - ii) Patterson Road Street-End Park, to be fully constructed.
- c) **Phase 3 (Parcel C):**
 - i) Neighbourhood Park, to be fully constructed on Lot 2; and
 - ii) South Walkway, to be fully constructed on Parcel C.
- d) **Phase 4 (Parcel D):**
 - i) South Walkway, to be fully constructed on Parcel D.
- e) **Phase 5 (Parcel E):** No requirements. (Temporary Park abandoned and removed to facilitate building construction.)

11. Registration of a restrictive covenant(s) and/or alternative legal agreement(s), to the satisfaction of the City, securing that “no building” will be permitted on the subject site and restricting Building Permit* issuance for the subject site, in whole or in part, until the developer, on a phase-by-phase basis, contributes to the Capstan station reserve or as otherwise provided for via the Zoning Bylaw. Preliminary estimated developer contributions are as indicated in the following table; however, the actual value of developer contributions will vary and shall be determined, on a phase-by-phase basis, as per the Richmond Zoning Bylaw in effect at the date of Building Permit* approval.

Lot	Parcel	Phase	No. of Dwelling Units (Estimate)	Capstan Station Reserve Contribution (Preliminary estimate based on \$7,800/unit*)
1	A	1	290	\$2,262,000
1	B	2	264	\$2,059,200
2	C	3	245	\$1,911,000
2	D	4	304	\$2,371,200
1	E	5	142	\$1,107,600
TOTAL			1,245	\$9,711,000

* September 2010 rate. Actual applicable rates shall be determined, on a phase-by-phase basis, as per the Zoning Bylaw in effect at the time of Building Permit* approval.

12. **(REVISED January 4, 2012)** City acceptance of the developer’s offer to voluntarily contribute towards Public Art, the terms of which voluntary developer contribution shall include:

12.1. **(REVISED January 4, 2012)** The developer’s preparation of a detailed public art plan, based on the Richmond Public Art Program, City Centre Public Art Plan, to the satisfaction of the Director of Development and Director, Arts, Culture, and Heritage (including review by the Public Art Advisory Committee and presentation for endorsement by Council, as required by the Director of Development and Director, Arts, Culture, and Heritage).

12.2. **(REVISED January 4, 2012)** The value of the developer’s voluntary Public Art contribution shall be at least \$589,487 (based on a rate of \$0.60/ft² and the maximum combined total buildable floor area permitted on Parcels A-E under the proposed ZHR10 zone, excluding affordable housing and ARTS units), as determined on a parcel-by-parcel basis, based on the maximum floor area permitted as per an approved DP* (excluding affordable housing and ARTS units), as follows:

Lot	Parcel	Phase	Applicable Developer Contribution Rate	Minimum Public Art Voluntary Developer Contribution	
				By Phase	2-Part Implementation Plan
1	A	1	\$0.60/ft ²	\$138,573	\$379,609+
1	B	2	\$0.60/ft ² or the current City rate at the time of DP* approval, whichever is greater	\$125,171+	
2	C	3		\$115,865+	
2	D	4		\$144,105+	\$ 209,878+
1	E	5		\$65,773+	
TOTAL			Varies	\$589,487+	

+ Actual contributions may be greater based on the approved City rate at the time of DP* approval.

12.3. “No development” will be permitted on the subject site, restricting Development Permit* approval, until the developer, based on the City-approved detailed public art plan, enters into legal agreement(s) and provides Letter(s) of Credit, to the satisfaction of the Director of Development and Director, Arts, Culture, and Heritage, for the plan’s implementation on a phased, Development Permit*-by-Development Permit* basis (the value of which incremental contributions shall be as generally indicated in the table above) or as otherwise specifically provided for in the plan.

13. City acceptance of the developer’s offer to voluntarily contribute \$245,619 (i.e. \$0.25/ft² of maximum permitted buildable floor area as per the proposed ZHR10 zone, excluding affordable housing and ARTS units) to the City’s community planning program reserve fund, as set out in the City Centre Area Plan.
14. Discharge and registration of additional right-of-ways and legal agreements, as determined to the satisfaction of the Director of Development and Director of Engineering.

15. Enter into a Servicing Agreement (SA)* for the design and construction, at the developer's sole cost, of full upgrades across the subject site's street frontages, together with construction of a sanitary pump station and various other engineering, transportation, and park works.

- Prior to rezoning adoption, all works identified via the SA must be secured via a Letter(s) of Credit, to the satisfaction of the Director of Development, Director of Engineering, Director of Transportation, Senior Manager, Parks, and Manager, Environmental Sustainability.
- No phasing of off-site works will be permitted. All works shall be completed prior to final Building Permit inspection granting occupancy for Phase 1 of the subject development, EXCEPT as otherwise specifically provided for, to the satisfaction of the City and at its sole discretion, via "no development" covenants or other legal agreements registered on the subject site.
- Development Cost Charge (DCC) credits may apply.

Servicing Agreement* (SA) works will include, but may not be limited to, the following:

15.1. Engineering SA* Requirements:

- All water, storm, sanitary upgrades determined via the Capacity Analysis processes are to be addressed via this SA process.
- Phasing of offsite works will be determined during the Servicing Agreement* stage. The scope of phasing shall be to the satisfaction of the City and at its sole discretion. The first phase off-site works shall be completed prior to final Building Permit* inspection granting occupancy for Phase 1 of the subject development.
- The City requires that the proposed design and related calculations are included on the SA design drawing set.
- As per the completed capacity analyses and related studies, the City accepts the developer's recommendations as follows:

a) ***Sanitary Sewer Upgrades:***

- i) Gravity Sewer: According to the developer's assessment, the development site currently has no sanitary service. The City accepts the developer's recommendation to install the following, and requires that the developer abandons the existing sanitary gravity sewer system (remove pipes) that is being replaced by the proposed sanitary sewer system. The developer is solely responsible for all upgrade requirements. There will be no late comer program available. (NOTE: For MH references, see the developer's capacity analysis, October 12, 201.)
 - Patterson Road (East of Sexsmith Road)
 - Approximately 81 m of 250Ø Sanitary Sewer at 0.50% between MH 1 and MH 2
 - Approximately 81 m of 250Ø Sanitary Sewer at 0.50% between MH 2 and MH 3
 - Sexsmith Road (Between Patterson Road and Capstan Way)
 - Approximately 117 m of 375Ø Sanitary Sewer at 0.50% between MH 3 and MH 4
 - Approximately 78 m of 450Ø Sanitary Sewer at 0.50% between MH 4 and MH 5
 - Approximately 78 m of 450Ø Sanitary Sewer at 0.50% between MH 5 and MH 6
 - Capstan Way (West of Sexsmith Road)
 - Approximately 71 m of 450Ø Sanitary Sewer at 0.50% between MH 6 and MH 7
 - Approximately 39 m of 450Ø Sanitary Sewer at 0.50% between MH 7 and MH 8
 - Approximately 30 m of 525Ø Sanitary Sewer at 0.50% between MH 8 and MH 9
 - Approximately 14 m of 600Ø Sanitary Sewer at 0.50% between MH 9 and the New Pump Station
- ii) New Pump Station: (**REVISED January 4, 2012**) The developer is responsible for the design and construction of the new Capstan sanitary pump station. The pump station shall be located approximately 125 m west of the Capstan Way and Sexsmith Road intersection. The new sanitary pump station is intended to service all the developments on the east side of No. 3 Road within the existing Skyline sanitary

catchment. The new Capstan sanitary catchment boundaries are No. 3 Road, Cambie Road, Garden City Road, and Sea Island Way. The sanitary pump station services a significant area of development. While design and construction of the pump station will be a requirement of any development within the catchment area served by the proposed Capstan Way sanitary pump station, the City's objective is to have an equitable distribution of costs to the benefiting properties to the extent possible using available tools such as latecomer agreements or developer cost sharing agreements.

- b) **Storm Sewer Upgrade:** The developer is solely responsible for all upgrade requirements listed below. There will be no late comer program available for the storm sewer upgrade. (NOTE: For MH references, see the developer's capacity analysis, October 5, 201.)
- i) According to the developer's assessment, the development site currently has storm service via the existing ditch along south side of Patterson Road and the east side of Sexsmith Road. The City accepts the developer's recommendation to install:
- Patterson Road (East of Sexsmith Road)
 - Approximately 43m of 600mm & Storm Sewer at 0.05% between MH 1 and MH 2
 - Approximately 119m of 675mm & Storm Sewer at 0.05% between MH 2 and MH 3
 - Sexsmith Road (Between Patterson Road and Hazelbridge Way Extension)
 - Approximately 8m of 600mm & Storm Sewer at 0.05% between MH 5 and MH 3
 - Approximately 118m of 900mm & Storm Sewer at 0.05% between MH 3 and MH 6
 - Hazelbridge Way Extension (Inside Existing Development Site)
 - Approximately 14m of 600mm & Storm Sewer at 0.05% between MH 7 and MH 8
 - Approximately 65m of 600mm & Storm Sewer at 0.05% between MH 8 and MH 9
 - Approximately 27m of 600mm & Storm Sewer at 0.05% between MH 9 and MH 6
 - Sexsmith Road (Between Hazelbridge Way Extension and Capstan Way)
 - Approximately 78m of 1050mm & Storm Sewer at 0.05% between MH 6 and MH 10
 - Approximately 78m of 1050mm & Storm Sewer at 0.05% between MH 10 and MH 11
 - Approximately 15m of 1050mm & Storm Sewer at 0.05% between MH 11 and MH 12
- ii) The developer is required to build a temporary storm sewer transition to connect the propose storm sewer on Sexsmith Road to the existing twin system to the north of development. The developer is also required to build a temporary storm sewer transition from the propose MH at the Sexsmith Road and Capstan Way intersection to connect to the existing twin storm sewer system down south.
- Sexsmith Road (North of Patterson Road)
 - Approximately 12m of 600mm & Storm Sewer at 0.05% between Point 3 and MH 5 (i.e. 'East' Transition)
 - Approximately 11m of 600mm & Storm Sewer at 0.05% between MH 4 and MH 5 (i.e. 'West' Transition)
 - Sexsmith Road (South of Capstan Way)
 - Approximately 11m of 900mm & Storm Sewer at 0.05% between MH 12 and MH 14 (i.e. 'East' Transition)
 - Approximately 11m of 900mm & Storm Sewer at 0.05% between MH 12 and MH 13 (i.e. 'West' Transition)

- iii) The developer is required to remove the existing storm sewer system (abandon pipes/infill ditches) that is in line with the propose storm sewer system.
- c) **Water Upgrade:** The developer is required to upgrade approximately 275m of water main to minimum 200mm diameter on Sexsmith Rd (from the Sexsmith Road and Capstan Way intersection to the Sexsmith Road and Patterson Road intersection) and to upgrade approximately 310m of water main to minimum 200mm diameter on Patterson Rd (from the Sexsmith Road and Patterson Road intersection to Patterson Road and East Garden City Road intersection).
- d) **Utility Undergrounding:** As per City Centre policy, the developer is responsible for facilitating the undergrounding of the existing private utility pole line, to the satisfaction of the City, along the Sexsmith Road and Patterson Road frontages of the subject site, together with affected areas, including the frontage of the landlocked lot at 3200 Sexsmith Road. (No DCC credits are applicable.)
- e) **Encroachments:** Registration of right-of-way agreements for private utilities, street trees, sidewalk encroachments, and/or other requirements, as determined via the SA review and approval process, to the satisfaction of the Director of Development, Director of Engineering, and Director of Transportation.

15.2. Transportation SA* Requirements:

- All transportation improvements identified in the Transportation Impact Analysis (TIA) are to be addressed via the Servicing Agreement* process for this development on a phased basis, as per restrictive covenants or other legal agreements registered on the subject site for this purpose to the satisfaction of the City.
- A comprehensive, detailed road and traffic management design for all phases of the subject development, subject to final functional design approval by the Director of Transportation, must be completed prior to SA* approval for any transportation-related SA* works. Works described within such a comprehensive plan will include, but are not limited to the following:
 - a) **Sexsmith Road:** The developer is responsible for the design and construction of the following Interim Cross-Section, to the satisfaction of the City, taking into consideration the following Ultimate Cross-Section in the design and construction of those road works. The developer is required to design and construct improvements from Patterson Road to southern limit of the development site, together with a transition between those improvements and the existing condition south of the subject site (at a minimum 20:1 taper rate), to the satisfaction of the City.
 - i) Interim Cross-Section: The developer is required to design and complete road widening to accommodate the following (from east to west):
 - 2.0 m wide concrete sidewalk;
 - 0.6 m wide buffer strip, incorporating permeable paving, pedestrian lighting, decorative planting, and furnishings;
 - 2.0 m wide bike path (asphalt with +/-0.15 m wide concrete bands along each edge);
 - 1.5 m wide landscaped boulevard, incorporating street trees @ 6.0 m on centre or as otherwise directed by the City, some combination of groundcover and decorative planting, City Centre street lights, benches and furnishings, pedestrian crossings, and a minimum 1.5 m wide continuous trench for tree planting (i.e. to facilitate innovative storm water management measures aimed at improving the quality of run-off and reduce the volume of run-off entering the storm sewer system);
 - 0.15 m wide curb;
 - 2.5 m wide northbound parking lane;
 - 3.3 m wide northbound vehicle travel lane;

- 3.3 m wide left-turn lane / landscaped median;
 - 3.3 m wide southbound vehicle travel lane; and
 - minimum 1.0 m wide shoulder.
- ii) **Ultimate Cross-Section:** The developer is required to take into consideration the following Ultimate Cross-Section in the design and construction of required interim road works (referenced from the 3.3m wide southbound vehicle travel lane to west):
- 2.5 m wide southbound parking lane;
 - 0.15 m wide curb;
 - 1.5 m wide landscaped boulevard, incorporating street trees @ 6.0 m on centre or as otherwise directed by the City, some combination of groundcover and decorative planting, City Centre street lights, benches and furnishings, pedestrian crossings, and a minimum 1.5 m wide continuous trench for tree planting (i.e. to facilitate innovative storm water management measures aimed at improving the quality of run-off and reduce the volume of run-off entering the storm sewer system);
 - 2.0 m wide bike path (asphalt with +/-0.15 m wide concrete bands along each edge);
 - 0.6 m wide buffer strip, incorporating permeable paving, pedestrian lighting, decorative planting, and furnishings; and
 - 2.0 m wide concrete sidewalk.
- b) **Hazelbridge Way:** The developer is responsible for the design and construction of the following Ultimate Cross-Section between Sexsmith Road and the proposed Private Road (secured via a statutory right-of-way), to the satisfaction of the City.
- 2.0m wide concrete sidewalk;
 - 1.5m wide landscaped boulevard, incorporating street trees @ 6.0 m on centre or as otherwise directed by the City, some combination of groundcover and decorative planting, City Centre street lights, benches and furnishings, pedestrian crossings, and a minimum 1.5 m wide continuous trench for tree planting (i.e. to facilitate innovative storm water management measures aimed at improving the quality of run-off and reduce the volume of run-off entering the storm sewer system);
 - 0.15m wide curb;
 - 11.6m wide vehicular driving/parking surface;
 - 0.15m wide curb;
 - 1.5m wide landscaped boulevard, incorporating street trees @ 6.0 m on centre or as otherwise directed by the City, some combination of groundcover and decorative planting, City Centre street lights, benches and furnishings, pedestrian crossings, and a minimum 1.5 m wide continuous trench for tree planting (i.e. to facilitate innovative storm water management measures aimed at improving the quality of run-off and reduce the volume of run-off entering the storm sewer system; and
 - 2.0m wide sidewalk.
- c) **Patterson Road:** The developer is responsible for the design and construction of the following Interim Cross-Section, to the satisfaction of the City, taking into consideration the following Ultimate Cross-Section in the design and construction of those road works. The developer is required to design and construct improvements from Sexsmith Road to the west boundary of the proposed Patterson Road Street-End Park, as determined to the satisfaction of the City (i.e. approximately just east of 8911 Patterson Road).
- i) **Interim Cross-Section:** The developer is required to design and complete road widening to accommodate the following (from south to north):
- 2.0m wide concrete sidewalk;

- 1.5m wide landscaped boulevard, incorporating street trees @ 6.0 m on centre or as otherwise directed by the City, some combination of groundcover and decorative planting, City Centre street lights, benches and furnishings, pedestrian crossings, and a minimum 1.5 m wide continuous trench for tree planting (i.e. to facilitate innovative storm water management measures aimed at improving the quality of run-off and reduce the volume of run-off entering the storm sewer system;
 - 0.15m wide curb;
 - 2.5m wide eastbound parking lane;
 - 3.3m wide eastbound vehicle travel lane;
 - 3.3m wide westbound vehicle travel lane; and
 - minimum 1.0m wide shoulder.
- ii) **Ultimate Cross-Section:** The developer is required to take into consideration the following Ultimate Cross-Section in the design and construction of required interim road works (referenced from the 3.3m wide westbound vehicle travel lane to north):
- 2.5m wide westbound parking lane;
 - 0.15m wide curb;
 - 1.5m wide landscaped boulevard, incorporating street trees @ 6.0 m on centre or as otherwise directed by the City, some combination of groundcover and decorative planting, City Centre street lights, benches and furnishings, pedestrian crossings, and a minimum 1.5 m wide continuous trench for tree planting (i.e. to facilitate innovative storm water management measures aimed at improving the quality of run-off and reduce the volume of run-off entering the storm sewer system; and
 - 2.0m wide concrete sidewalk.
- d) **Garden City Road:** The developer is required to design and construct road widening from the north boundary of the existing Patterson Road road right-of-way to the southern limit of the subject development site to accommodate the following (from east to west):
- Maintain existing southbound lanes;
 - Provide 1.8m wide on-street bike lane or widen existing bike lane to 1.8m wide;
 - 0.15m wide curb;
 - 3.0 m wide landscaped boulevard, incorporating street trees @ 6.0 m on centre or as otherwise directed by the City, some combination of groundcover and decorative planting, City Centre street lights, benches and furnishings, pedestrian crossings, and a minimum 2.0 m wide continuous trench for tree planting (i.e. to facilitate innovative storm water management measures aimed at improving the quality of run-off and reduce the volume of run-off entering the storm sewer system;
 - 2.0m wide sidewalk; and
 - 0.5 m wide landscape buffer (for future sidewalk widening to be constructed, as required, by others).
- e) **Traffic Signals:** The developer is required to install a new traffic signal at Sexsmith Road / Hazelbridge Way intersection including, but not limited to, the followings:
- Signal pole, controller, base and hardware;
 - Pole base (City Centre decorative pole and luminaire);
 - Detection, conduits (e.g., electrical and communications) and signal indications, and communications cable, electrical wiring and service conductors; and
 - APS (Accessible Pedestrian Signals) and illuminated street name sign(s).
- f) **Intersection Upgrade:** The developer is required to modify the intersection configuration at Capstan Way / Garden City Road (e.g., pavement markings, signage changes) and upgrade existing traffic signal to include APS features and illuminated street name signs.

- g) **MoTI Upgrade:** The developer is required to construct, as per MoTi requirements, a dedicated northbound-to-westbound left-turn lane at Sexsmith Road / Sea Island Way. This will require road widening and traffic signal modification. Exact scope of work to be confirmed, to the satisfaction of MoTI and the City, via the SA process.
- h) **Vehicle Turn-Arounds:** Note that the design and construction of road works undertaken by the developer must include proper vehicle turn-arounds at road ends (i.e. cul-de-sac or hammer head), to the satisfaction of the City, including:
 - Eastern limit of Patterson Road ;
 - Southern limit of the proposed Private Road; and
 - Eastern limit of the proposed Hazelbridge Way dedication (i.e. exclusive of the Private Road).

15.3. Parks SA* Requirements:

- Parks-related SA* works identified via the subject rezoning application review process include the design and construction of the Patterson Road Street-End Park and areas secured via statutory right-of-way for park purposes including the Hazelbridge Plaza, Neighbourhood Park, South Walkway, and Temporary Park, as generally illustrated in the City-Approved Park Concept (**Schedule E**). As per restrictive covenants and/or other legal agreements registered on the subject site to the satisfaction of the City, the developer's detailed design and construction of the required parks works will be phased. Prior to adoption of the subject rezoning, the developer shall be responsible for entering into a SA* for the first phase of design and construction of these works, to the satisfaction of the Senior Manager, Parks, and Director of Development. The remaining parks works shall be the subject of future SA* processes, to the satisfaction of the Senior Manager, Parks and Director of Development, and undertaken in coordination with future Development Permit* processes.
- Parks-related works that are subject to SA* approval prior to adoption of the subject rezoning include the following two park spaces. The detailed design of both park spaces shall be determined to the satisfaction of the Senior Manager, Parks and Director of Development via the Development Permit review and approval process for Phase 1 of the subject development. Guidance with regard to the design objectives for these spaces is provided via the right-of-way requirements for the two spaces and the City-Approved Park Concept (**Schedule E**).

a) **Temporary Park (Parcel E)**

b) **Hazelbridge Plaza (Parcel A)**

16. The submission and processing of a Development Permit* for Phase 1 of the subject development, completed to a level deemed acceptable by the Director of Development.

Prior to a Development Permit* being forwarded to the Development Permit Panel for consideration for Phase 1 of the subject development, the developer is required to:

16.1. Tree Replacement Strategy – Phase 1:

- a) **Landscape Plan:** Submission of a Landscape Plan prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation. The Landscape Plan should, among other things, provide for replacement tree planting on and around the subject site, based on the City-approved tree replacement plan for the overall site, which includes at a minimum:

Tree Location	Existing Trees (3)	Trees Retained	Trees Relocated	Trees Removed/Replaced		
				Trees Removed	Replacement Trees (1)	Min. Caliper of Replacement Trees
On-Site	90	0	0	1 (#1351 Cedar)	2	14 cm (8 m tall evergreen)
				89	178	6 cm
Off-Site City right-of-way	33	16 (2)	0	12 (4)	24	Value @
				5 (5)	3	\$17,550
Total	123	16	0	107	207	Varies

- (1) Street trees required to be planted by the developer along Sexsmith Road, Patterson Road, and Garden City Road via the subject development's Servicing Agreement* shall be in addition to the replacement trees indicated in the table.
- (2) Off-site trees to be considered for retention include #5780 (maple), #1480 (cedar), #1472 (holly), #1471 (holly), #1473 (holly), #5854 (cedar), #5847 (maple), #5782 (cedar), #1437 (cedar), #1482 (oak), #1450 (oak), #1448 (oak), #1469 (cedar hedgerow), #1454 (fir), #1445 (maple), and #1467 (maple).
- (3) The developer's tree inventory identified 8 trees on property neighbouring the subject site. Those trees are NOT included in the table and MUST be protected, as per the City's Tree protection Information Bulletin Tree-03.
- (4) Off-site trees that may be removed include:
 @ Sexsmith Road (2:1 replacement): #1468 (cedar) and #1443 (mountain ash)
 @ Patterson Road (2:1 replacement): #1489 (horse chestnut), #1282 (prunus), #1477 (holly), #5799 (cedar), #5809 (cedar), #5856 (cedar), #5778 (cedar), #5790 (maple), #5834 (cedar), and #5759 (cedar)
- (5) Off-site trees that may be removed include:
 @ Garden City Road (3:5 replacement): #1325, #1353, #1358, #1318, and #1320 (cypress hedgerow)

b) **Cash-in-Lieu:** If required replacement trees cannot be accommodated on-site, a cash-in-lieu contribution is required for off-site replacement tree planting:

- i) For "On-Site": \$500/tree, payable to the City's Tree Compensation Fund; and
- ii) For "Off-Site (e.g., road right-of-way)": \$650/tree, payable to Richmond Parks.

c) **Tree Protection:** In respect to trees identified for retention:

- i) 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 provisions for the Arborist to submit a post-construction assessment report to the City for review.
- ii) 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.

NOTE: Prior to any City approval for tree removal in advance of rezoning adoption or Development Permit* issuance, the developer shall submit pre-construction tree removal plans for the affected areas of the site on a phase-by-phase basis, demonstrating to the satisfaction of the City that the number of trees proposed for removal at each phase of work is minimized and appropriate tree protection measures are in place for the remaining trees. In particular, it should be noted that off-site trees should, wherever possible, remain until such time as their removal is required to facilitate off-site road or park improvements.

16.2. **Parking Strategy – Phase 1:** Submission of a parking strategy for Lot 1 demonstrating compliance of the subject development's three proposed phases in Lot 1 (Phases 1, 2, and 5) with the Zoning Bylaw, as amended by Zoning Amendment Bylaw No. 8839, such that:

- a) The combined total minimum parking space requirement for Phases 1, 2, and 5 on Lot 1 shall be:
 - i) As identified for Zone 1; and
 - ii) Constructed in its entirety with Phases 1 and 2 (such that no additional parking spaces must be constructed to satisfy Phase 5);
- b) Notwithstanding (a), the minimum number of parking spaces provided for Phase 1 shall be as identified for Zone 2, and parking spaces provided in excess of Zone 1 requirements:
 - i) Shall be secured for the temporary use of uses occurring in Phase 1; and

- ii) May be used to satisfy the parking space requirements of uses occurring in the subsequent phase or phases of the development; and
- c) A relaxation of up to 10% in the minimum number of required parking spaces may be considered for Phase 1 and the subsequent provision of parking in respect to Phases 2 and 5 on the basis of the developer's provision of the following transportation demand management (TDM) measures, to the satisfaction of the City:
 - i) 120V electric plug-in's for 30% of all parking stalls in Phases 1, 2, and 5;
 - ii) 120V electric plug-in's for electric bikes in Phases 1, 2, and 5 at a rate of 1/40 bike storage racks or 1/bike storage compound, whichever is greater;
 - iii) Installation of an accessible bus shelter at Capstan Way / Garden City Road or cash-in-lieu (estimated value of \$25,000), as determined to the satisfaction of the City;
 - iv) Road widening along the west side of Garden City Road, north of Patterson Road to Sea Island Way, providing for the extension of the developer's required frontage improvements at the subject site including, but not limited to, maintenance of the existing traffic lanes and the addition of a 1.8 m wide on-street bike lane, sidewalk, and boulevard landscaping; and
 - v) Construction of a 2 m wide interim (asphalt) walkway along the east side of Sexsmith Road connecting frontage improvements constructed by the developer in respect to the subject rezoning to Sea Island Way (i.e. north of Patterson Road) and Capstan Way.
- 16.3. Tandem Parking – Phase 1: Registration of a legal agreement on title ensuring that where two parking spaces are provided in a tandem arrangement both parking spaces must be assigned to the same dwelling unit.
- 16.4. Loading Strategy – Phase 1: Submission of a comprehensive loading strategy for Lots 1 and 2, to the satisfaction of the City, demonstrating how loading will be accommodated on-site, with SU-9 and/or WB-17 being the design vehicles as appropriate, based on bylaw requirements, including:
 - a) The provision of adequate loading for the overall development at build-out; and
 - b) Phase-by-phase requirements and accommodations.
- 16.5. Aircraft Noise Sensitive Development – Phase 1: Submit a report and recommendations prepared by an appropriate registered professional, which demonstrates that the interior noise levels and thermal conditions comply with the City's Official Community Plan requirements for Aircraft Noise Sensitive Development. The standard required for air conditioning systems and their alternatives (e.g. ground source heat pumps, heat exchangers and acoustic ducting) is the ASHRAE 55-2004 "Thermal Environmental Conditions for Human Occupancy" standard and subsequent updates as they may occur. Maximum interior noise levels (decibels) within the dwelling units must achieve CMHC standards follows:

Portions of Dwelling Units	Noise Levels (decibels)
Bedrooms	35 decibels
Living, dining, recreation rooms	40 decibels
Kitchen, bathrooms, hallways, and utility rooms	45 decibels

Prior to Building Permit issuance for Phase 1, the developer must complete the following requirements:

- 1. As per the restrictive covenant and/or other legal agreements registered on the subject site to the satisfaction of the City, the developer's voluntary contribution to the Capstan station reserve or as otherwise provided for via the Zoning Bylaw, as per the Richmond Zoning Bylaw in effect at the date of Building Permit* approval.

2. Submission of a Construction Parking and Traffic Management Plan to the Transportation Division. 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. Incorporation of accessibility measures in Building Permit* plans as determined via the Rezoning and/or Development Permit processes.
4. Obtain a Building Permit* 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 Division at 604-276-4285.

Note:

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.

* This symbol indicates that the item requires a separate application.

Signed original on file

Signed _____

Date _____

SUBDIVISION PLAN OF
WEST HALF LOT 25 SECTIONS 27 AND 28 AND
EASTERLY HALF LOT 26 SECTION 28 AND
PARCEL A (J157109E) LOT 26 SECTION 28 AND
EAST HALF LOT 27 SECTION 28 AND
WEST HALF LOT 27 SECTION 27 AND
LOT 28 SECTION 28 AND
EASTERLY HALF LOT 29 SECTION 28 AND
WESTERLY HALF LOT 29 SECTION 28 AND
SOUTH HALF LOT 30 EXCEPT: PARCEL A (EXPLANATORY PLAN 11577) SECTION 28 AND
NORTH 92 FEET (EXPLANATORY PLAN 11577) SOUTH HALF LOT 30 SECTION 28
ALL OF PLAN 3404 AND
LOT 49 SECTION 28 PLAN 33481 AND
LOT 50 SECTIONS 27 AND 28 PLAN 33481 AND
PARCEL A (EXPLANATORY PLAN 10383) LOTS 1 AND 2 SECTION 28 PLAN 6021
ALL OF BLOCK 5 NORTH RANGE 6 WEST
NEW WESTMINSTER DISTRICT
B065 92G.015

DEPOSITED IN THE LAND TITLE OFFICE
AT NEW BRITAIN, B.C.
THIS 24th DAY OF _____ 2011

APPENDIX

THE INTENDED PLOT SCALE OF THIS PEAFF IS 300 mm
ON WIDTH BY 300 mm BY HEIGHT (0.327) WHEN
PLOTTER AT A SCALE OF 1:500

INTEGRATED SURVEY AREA No. 18, RICHMOND.

NADBJ (GPRS)
THIS PLAN SHOWS HORIZONTAL ENCLAVE-LEVEL INSTANTANT EXPOSE
WATER SURFACES WITHIN 100 MILES OF TOWNSHIP TOWN SURFACES AND 100 M

WERE OVERLAP NOTED IN SAMPLE AND SUBJECTS BELIEVED
SHOULD-IT-BE, DISTANCE BY DOWNED-FACTOR, 0.000000

LEGEND

INDEXED

WORLD'S WONDER MOVEMENT
 A COMMITMENT TO EXCELLENCE

- U - DATES 1240-1500
- G - DATES 1600-1850

[illegible]

NOTE: THIS PLAN SHOWS ONE OR MORE BRIDGE POINTS WHICH ARE NOT SET ON THE TRAIL CLAMPING.

[illegible]

APPROVED UNDER THE LAND TITLE ACT
THIS _____ DAY OF _____ 2011

ATTORNEY GENERAL JOHN D. ...

ADMINISTRATIVE OFFICE FOR THE
CITY OF BALTIMORE

1. LARRY WINDYBOY, A BRITISH COLONIAL LAND SURVEYOR, CERTIFY THAT I WAS PRESENT AT AND PERSONALLY SUPERVISED THE SURVEY REPRESENTED BY THIS PLAN AND THAT THE SURVEY

220 PLAN WAS CORRECT. THE FIELD SURVEY WAS COMPLETED ON
221 11/14/64. ADVISORY: WITH THE PLAN WAS COMPLETED
222 ON 11/14/64, AND THE ONSET OF 11/14/64.

ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED
DATE 06-01-2010 BY 60322 UCBAW/SJS

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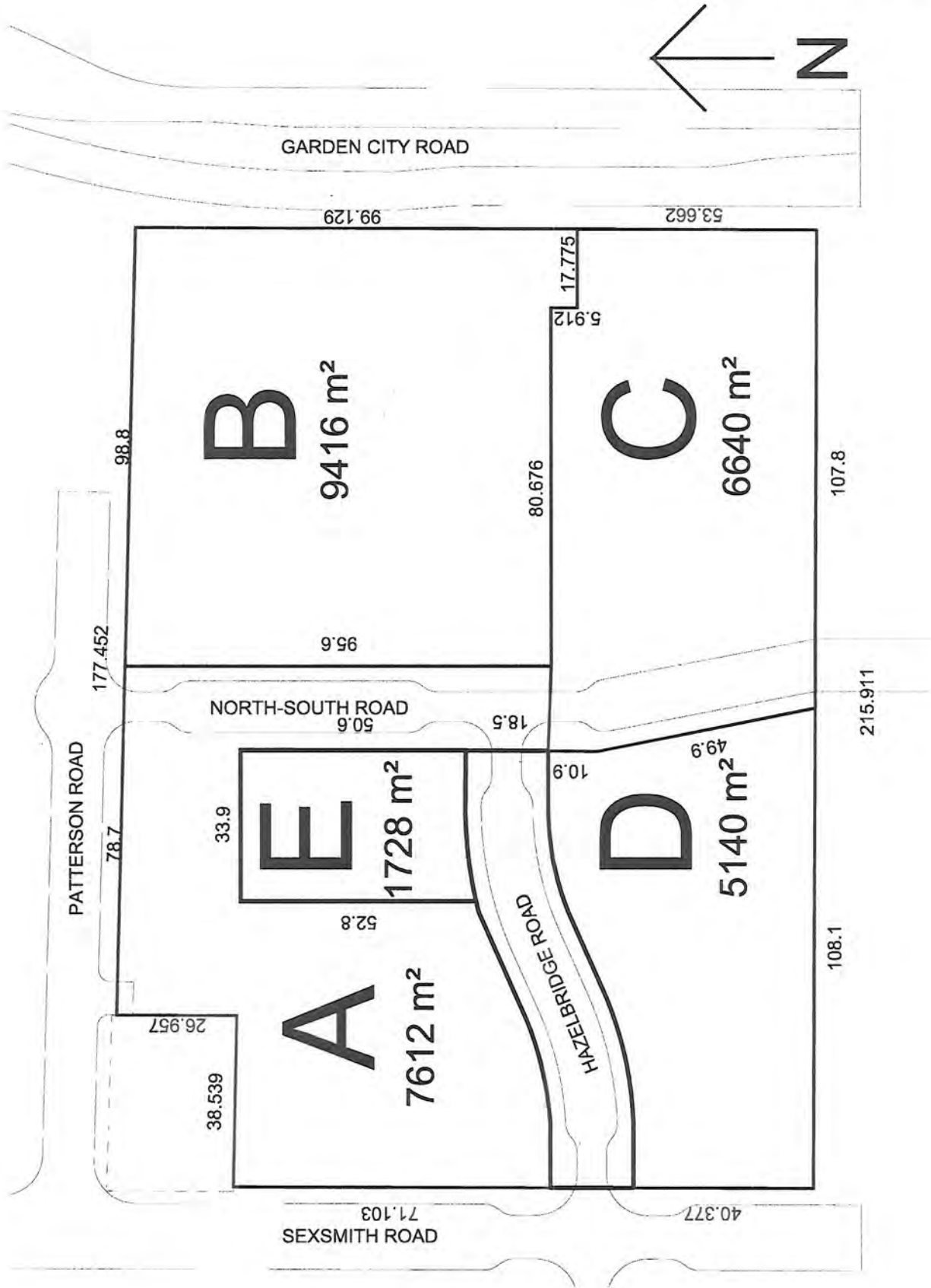
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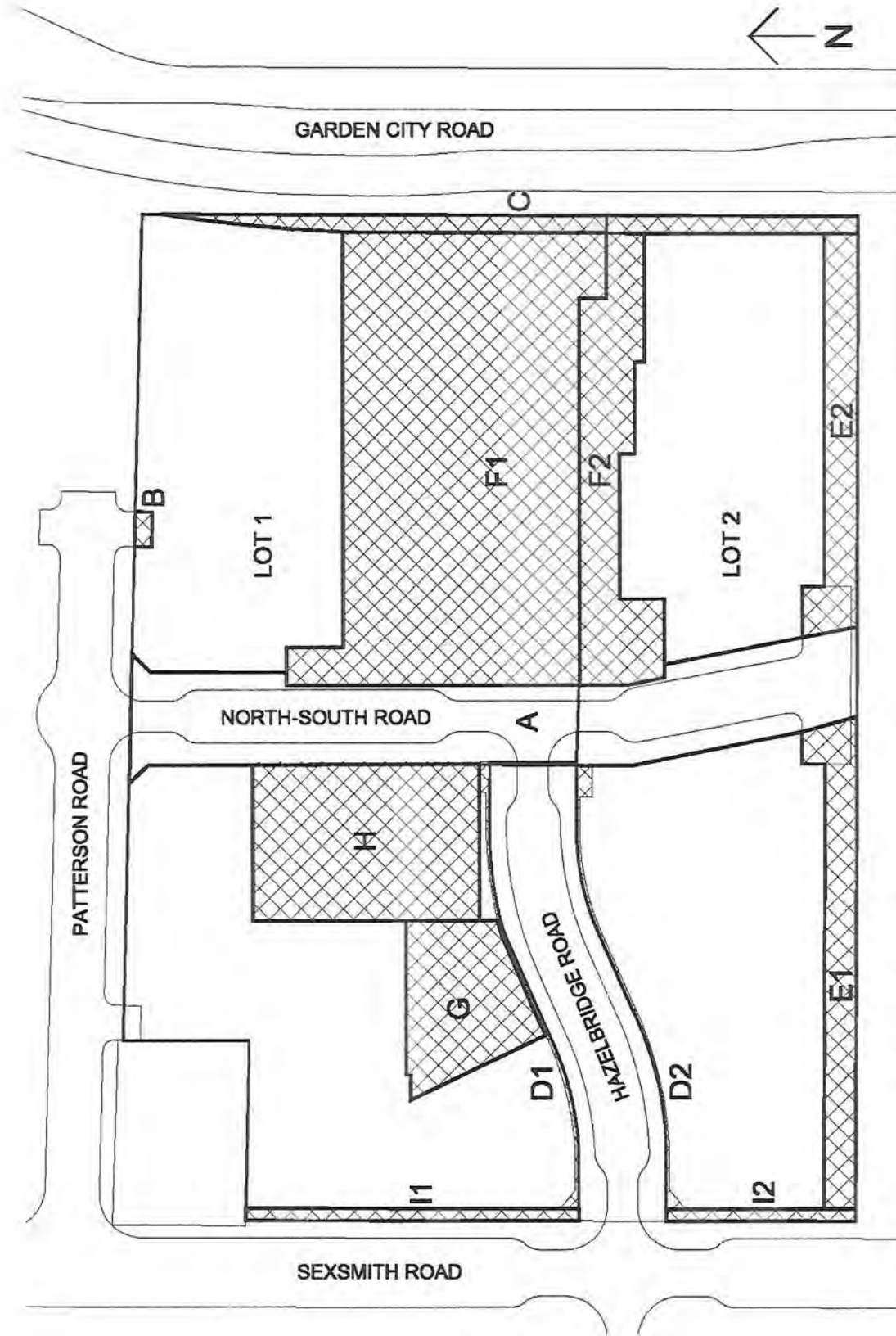
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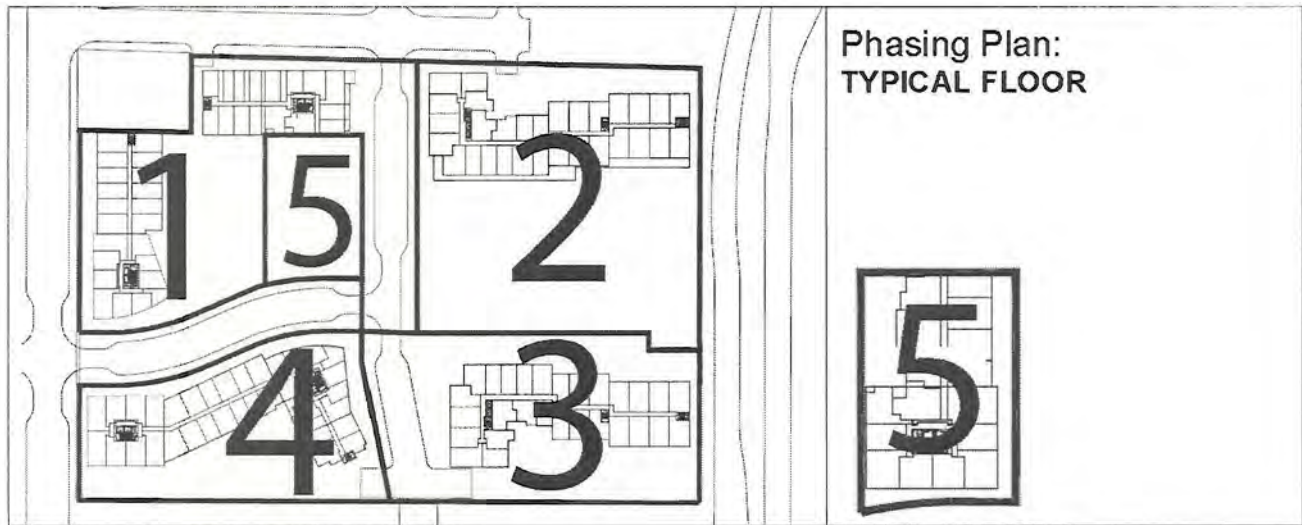
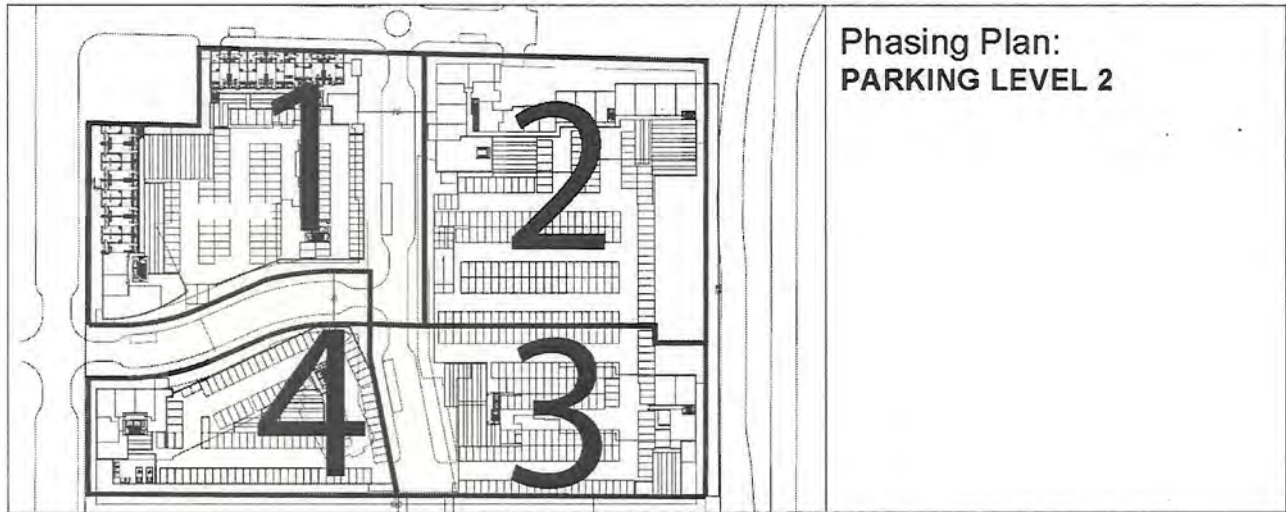
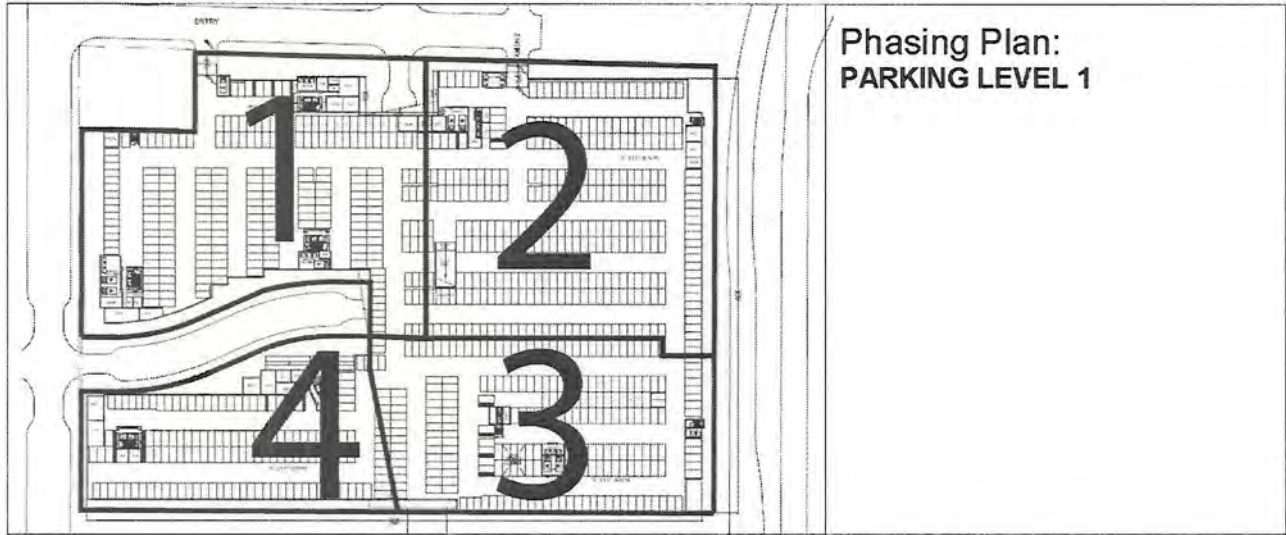
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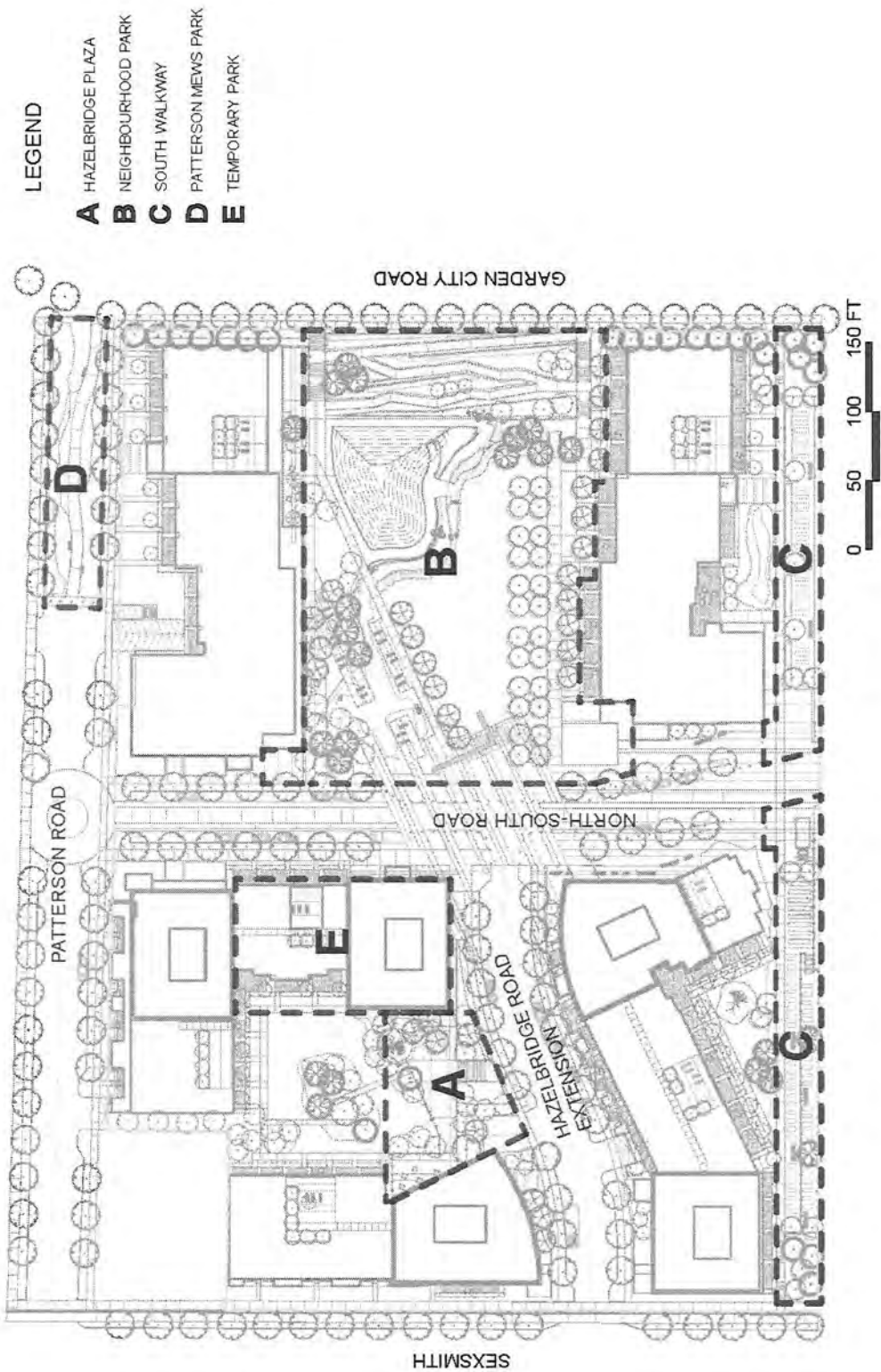
PLN - 136





- A. PRIVATE ROAD (2,895 M²)
- B. PATTERSON ROAD CUL-DE-SAC (27.5 M²)
- C. SIDEWALK WIDENING-GARDEN CITY (500 M²)
- D. SIDEWALK WIDENING HAZELBRIDGE ROAD (D1-NORTH 87 M²; D2-SOUTH 95 M²)
- E. SOUTH WALKWAY (E1-WEST 744 M² 0.18 Ac; E2-EAST 651 M² 0.16 Ac)
- F. NEIGHBOURHOOD PARK (6225 M², 1.53 Ac; F1-NORTH 5082 M², 1.25 Ac; F2 SOUTH 1,143 M², 0.28 Ac)
- G. HAZELBRIDGE PLAZA (810 M², 0.2 Ac)
- H. TEMPORARY PARK (1,650 M², 0.41Ac)
- I. SEXSMITH BIKEWAY (I1-185 M², 0.045 Ac; I2 105 M², 0.026 Ac)

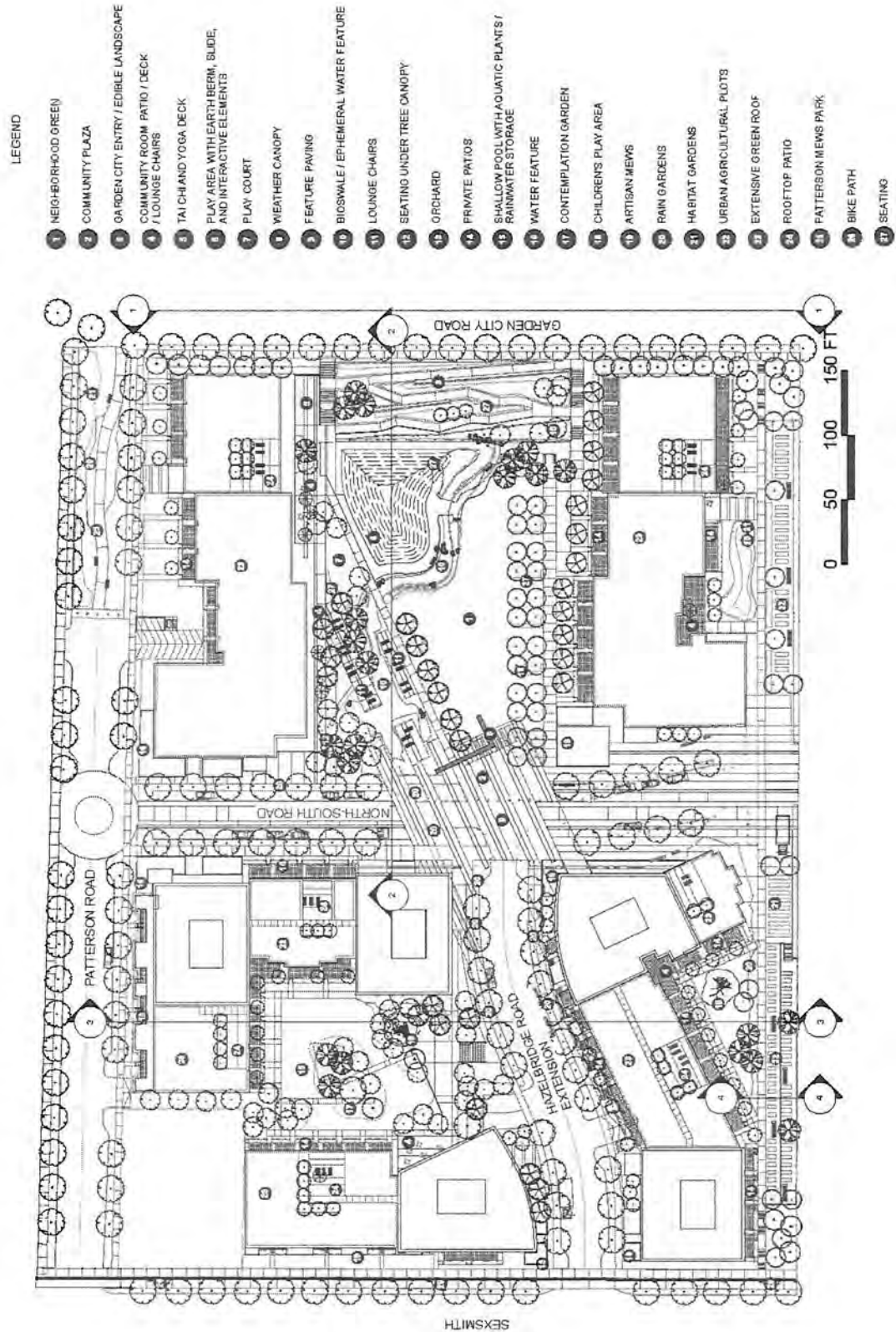




 **LANDSCAPE AMENITY DIAGRAM**
December, 2011
Scale 1=1200

CONCORD GARDENS





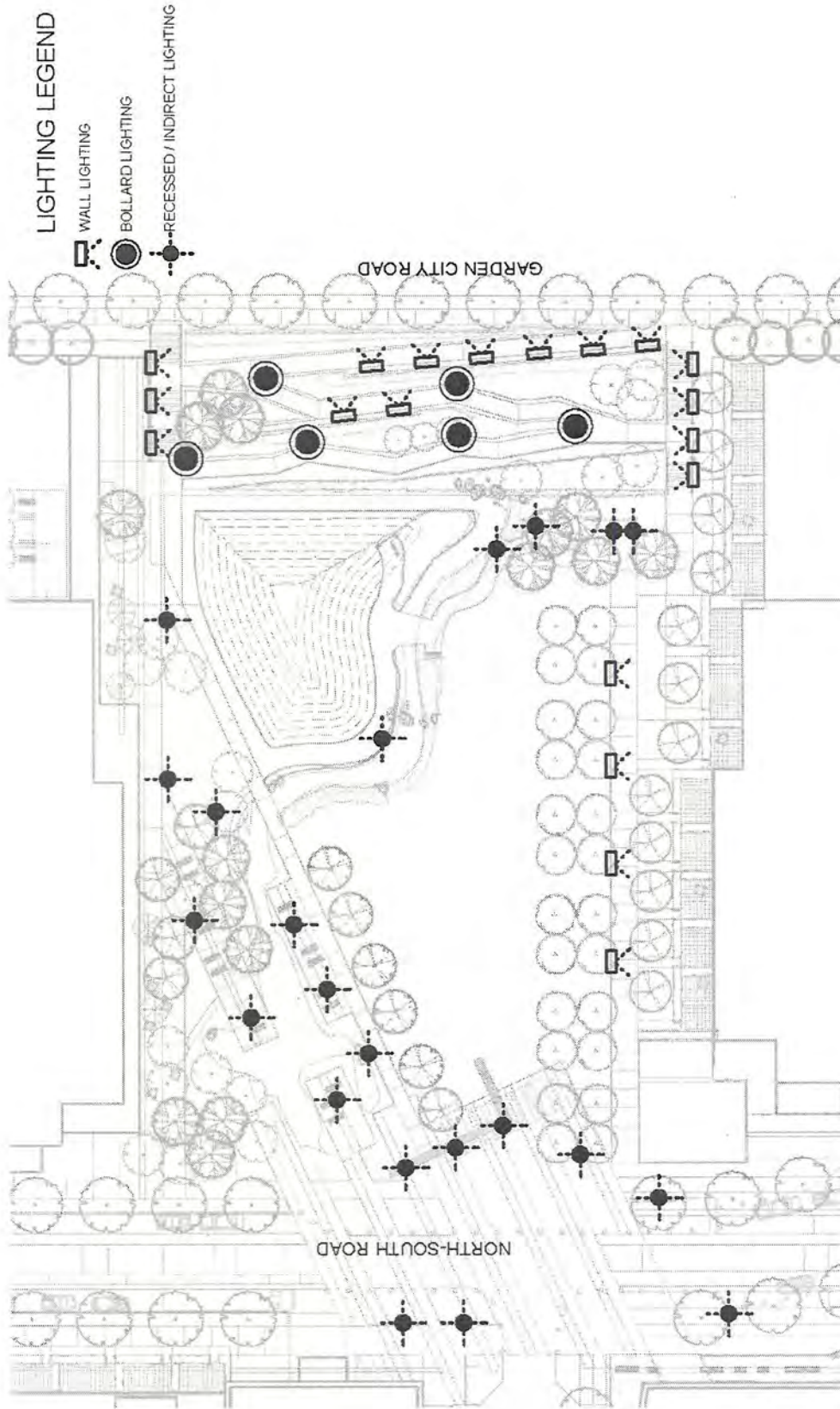
CONCORD GARDENS


LANDSCAPE AMENITY DIAGRAM

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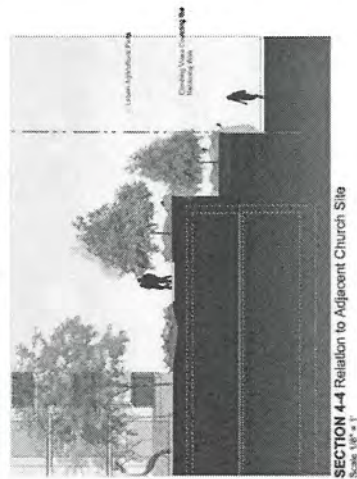
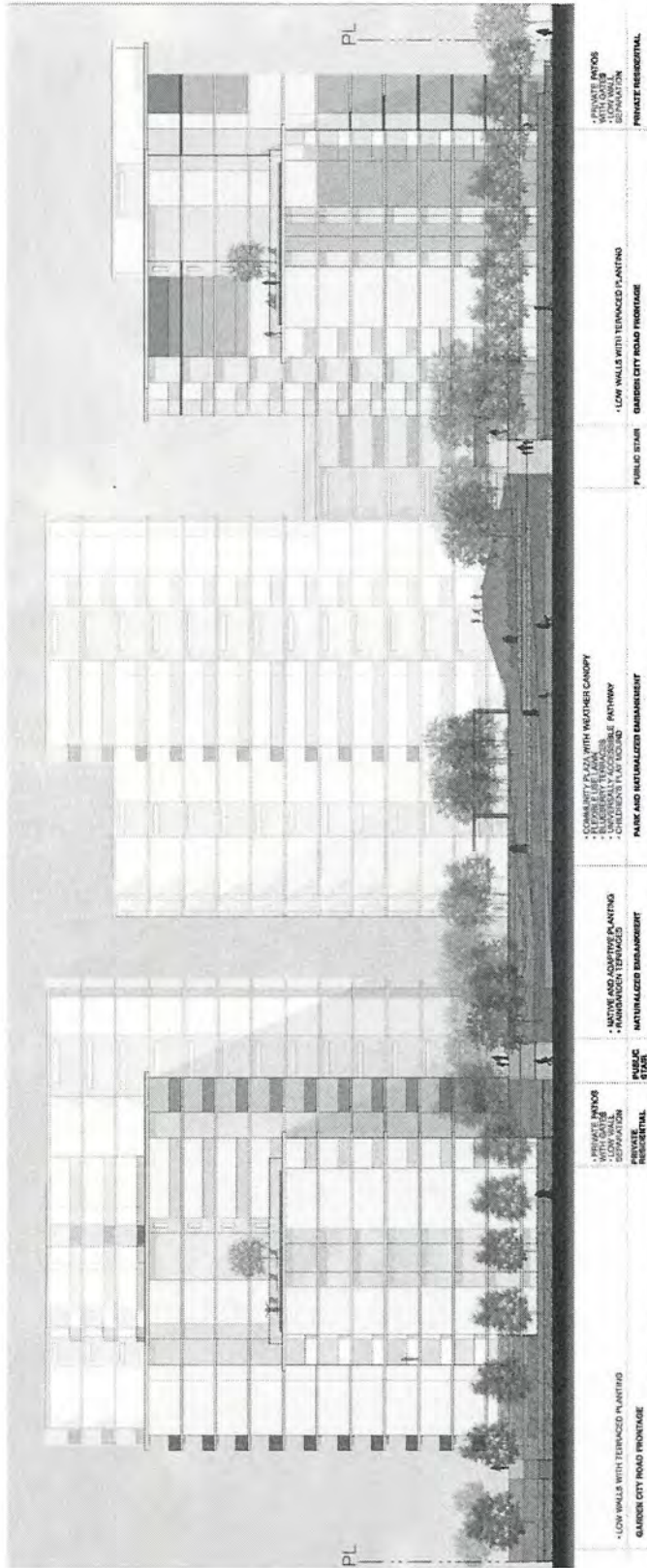
December, 2011

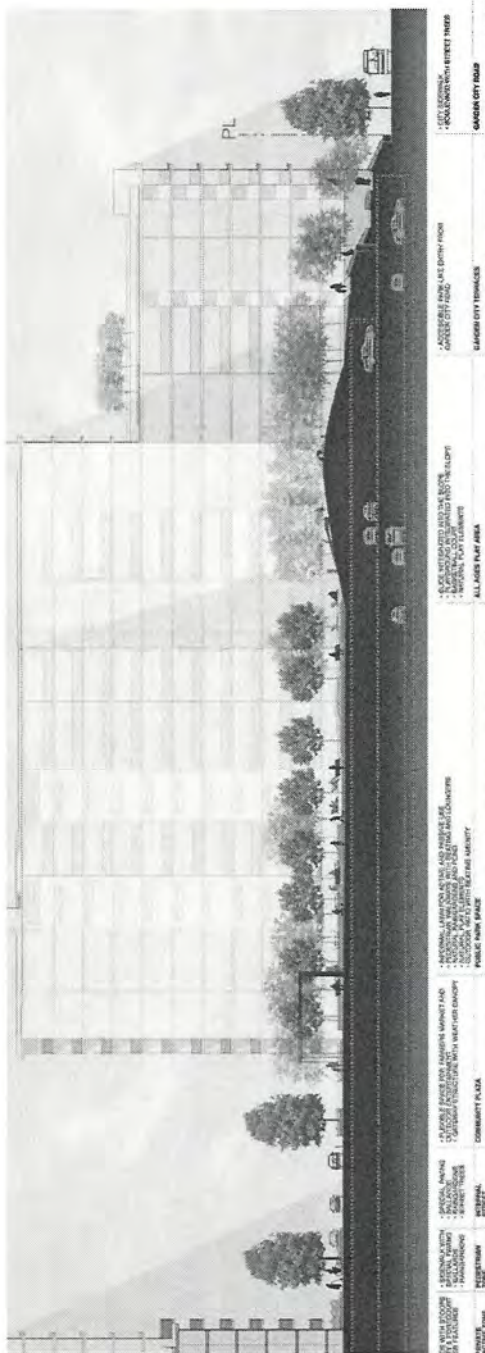




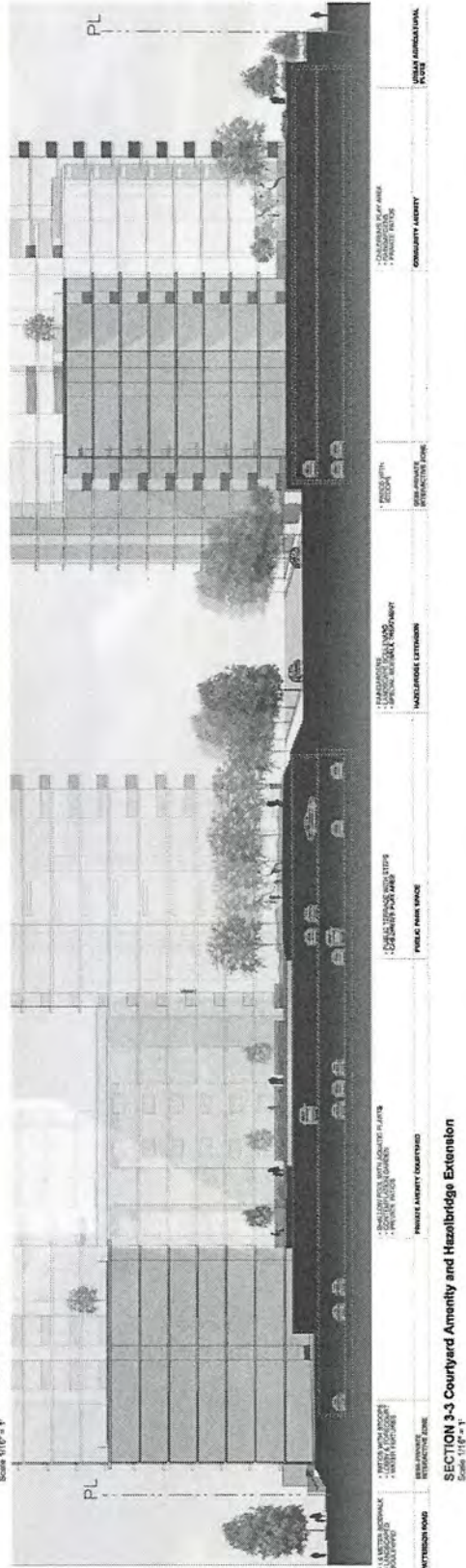
 **CONCEPTUAL LIGHTING PLAN**
December, 2011
Scale 1"=600'

 **PWL** partnership
CONCORD GARDENS





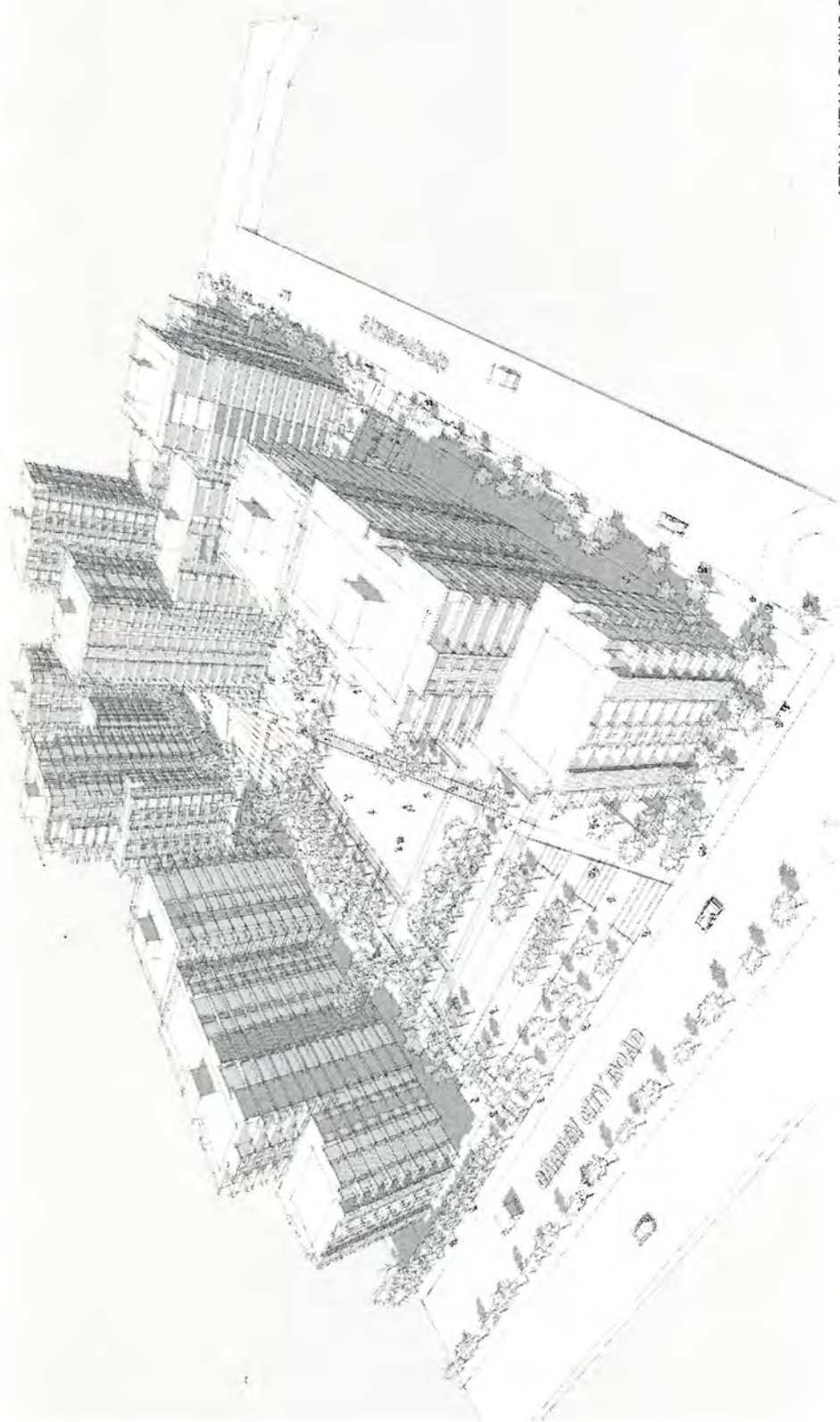
SECTION 2-2 Neighborhood Green
Scale 1/16" = 1'



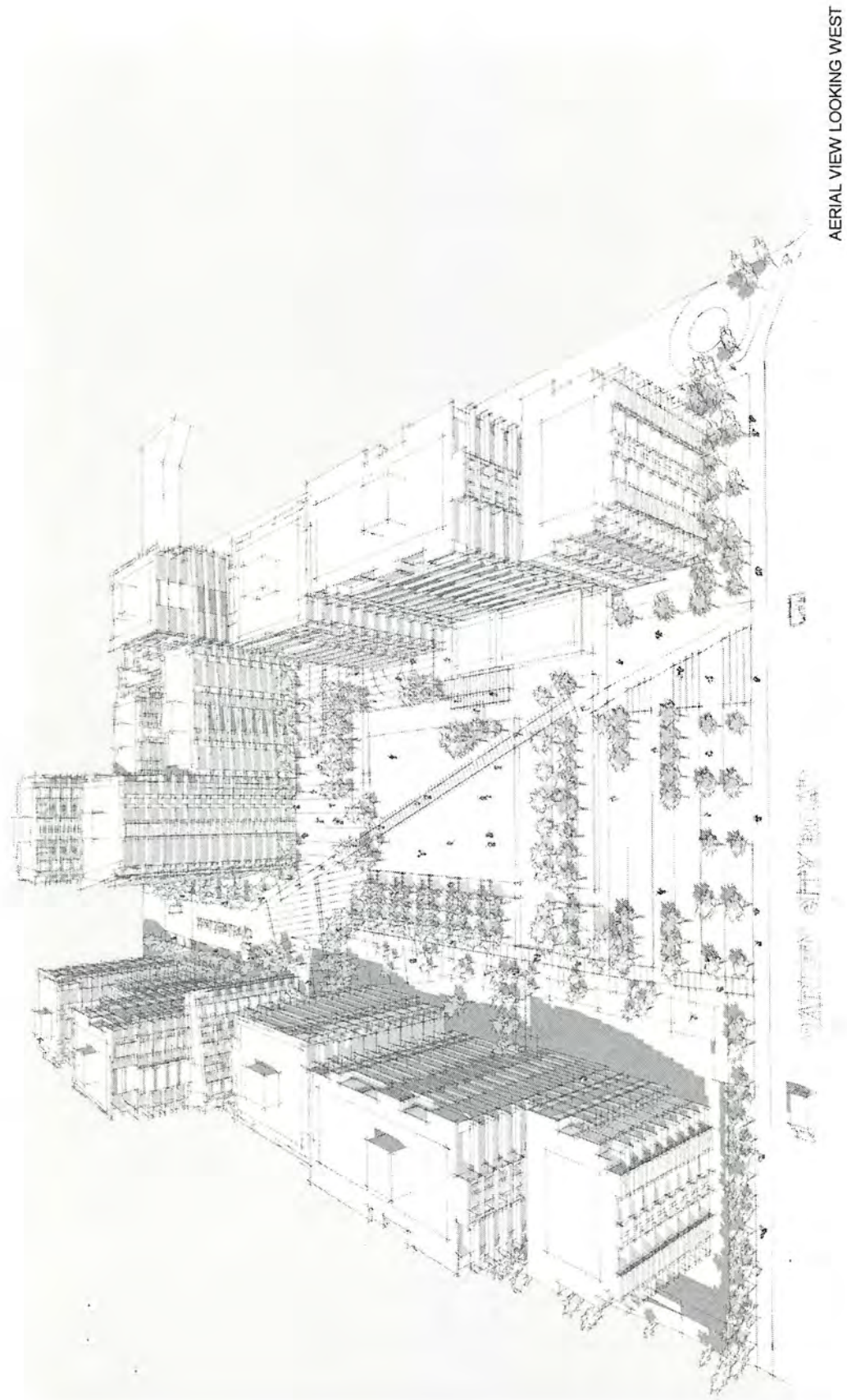
SECTION 3-3 Courtyard Amonity and Hazelbridge Extension
Scale 1/16" = 1'

ATTACHMENT 11
Concord Gardens: Proposed Development Concept

AERIAL VIEW LOOKING SOUTH WEST



ATTACHMENT 11
Concord Gardens: Proposed Development Concept



ATTACHMENT 11
Concord Gardens: Proposed Development Concept

AERIAL VIEW LOOKING NORTH WEST





PROJECT NORTH

PLAT INFO
 Legal Address: LOT 1, PARK RD
 WEST NEW WEST MANISTEE DISTRICT

ISSUE / REVISIONS
 1. 06/20/21: ISSUED FOR PERMITTING

PATTERSON ROAD
 RICHMOND, BC

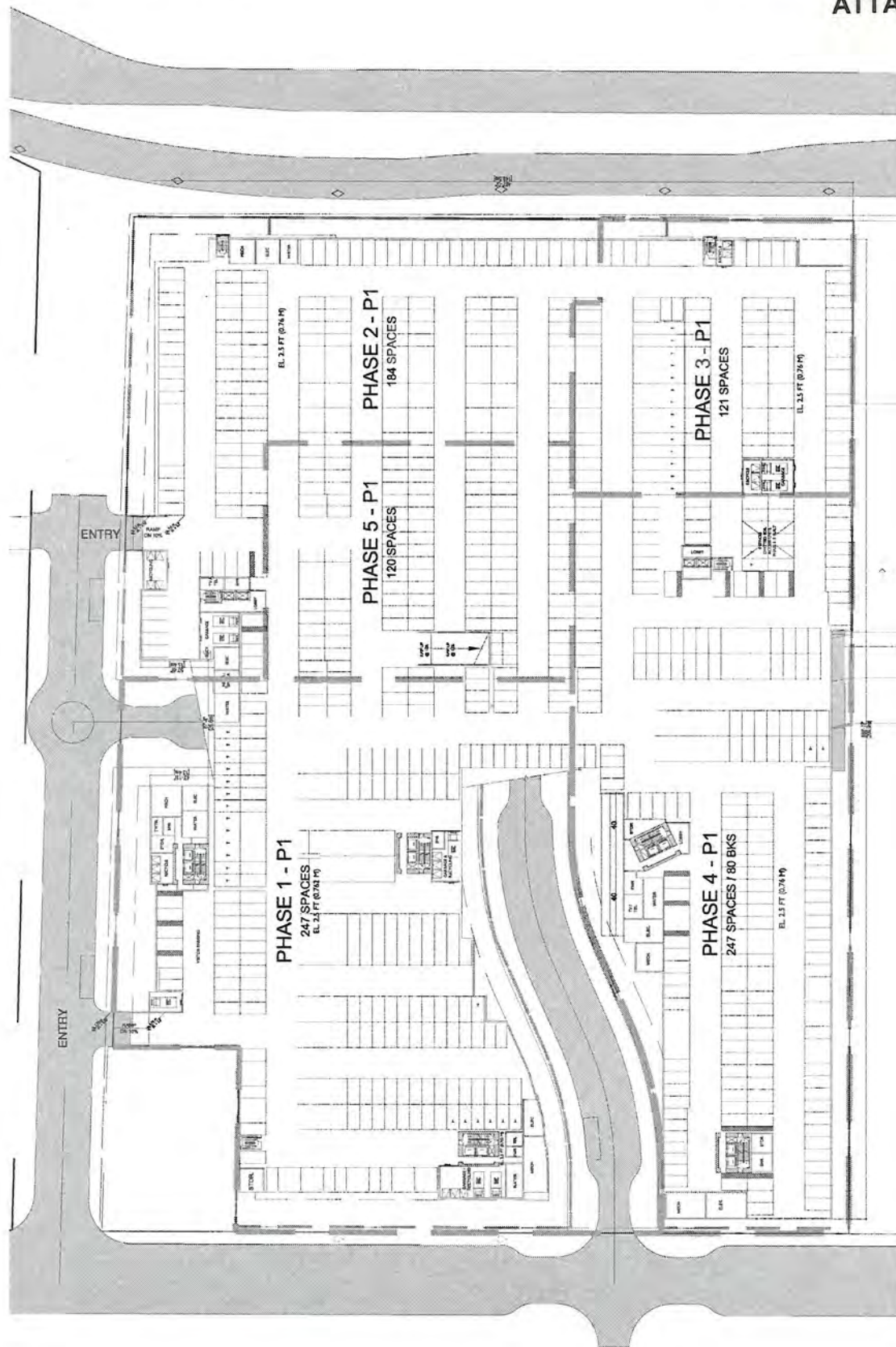
CONCORD DEVELOPMENT

PARKING LEVEL 1

DATE: 06/20/21
 DRAWN BY: JH
 CHECKED BY: JH
 SCALE: 1/8" = 1'-0"
 JOB NUMBER: 0650

A-2.01

ATTACHMENT 11





PROJECT NORTH

PLOT INFO:
 Project Name: 1400 BROADVIEW AVENUE
 Project Address: 1400 BROADVIEW AVENUE
 Project City: RICHMOND, BC
 Project Country: CANADA
 Project State: BRITISH COLUMBIA
 Project Zip: V6X 4K6
 Project Phone: (604) 271-1111
 Project Fax: (604) 271-1112
 Project Email: info@gbllarchitects.com
 Project Website: www.gbllarchitects.com

PHASE 1 - P2
 125 PKG / 360 BKS
 6 STOREY AT 6.000 SF/FLOOR
 AMENITY @ LEV 1 1,400 SF
 AMENITY @ LEV 2 2,000 SF

PHASE 2 - P2
 180 PKG / 320 BKS
 AMENITY @ LEV 1 1,400 SF

PHASE 3 - P2
 154 PKG / 320 BKS

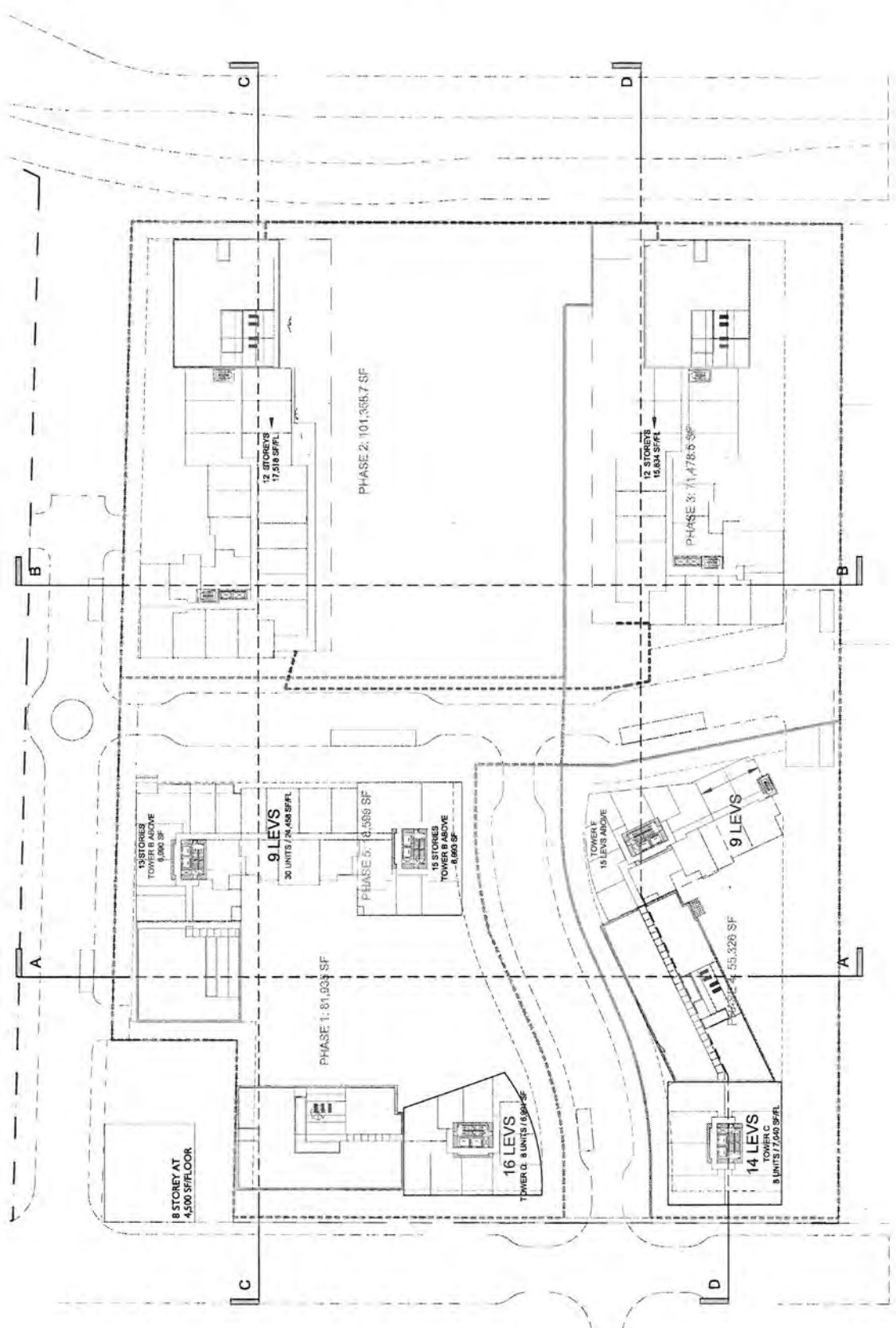
PHASE 4 - P2
 108 SPACES / 168 BIKES

PATTERSON ROAD
 RICHMOND, BC
 CONCORD DEVELOPMENT
 PARKING LEVEL 2
 LEVEL 1 RESID. PLAN
 DATE: JAN 15, 2011
 DRAWN BY: JH
 CHECKED BY: JH
 SCALE: 1/8" = 1'-0"
 JOB AREA: 0650

A-2.02



PROJECT NORTH
PLOT INFO:
 100% ARCHITECTURAL LAYOUT
 100% MECHANICAL LAYOUT
 100% ELECTRICAL LAYOUT
 100% PLUMBING LAYOUT
 100% FIRE PROTECTION LAYOUT
 100% LANDSCAPE LAYOUT
 100% SITE LAYOUT
 100% UTILITY LAYOUT
 100% TRAFFIC LAYOUT
 100% ENVIRONMENTAL LAYOUT
 100% HISTORIC PRESERVATION LAYOUT
 100% ARCHITECTURAL LAYOUT
 100% MECHANICAL LAYOUT
 100% ELECTRICAL LAYOUT
 100% PLUMBING LAYOUT
 100% FIRE PROTECTION LAYOUT
 100% LANDSCAPE LAYOUT
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 100% HISTORIC PRESERVATION LAYOUT



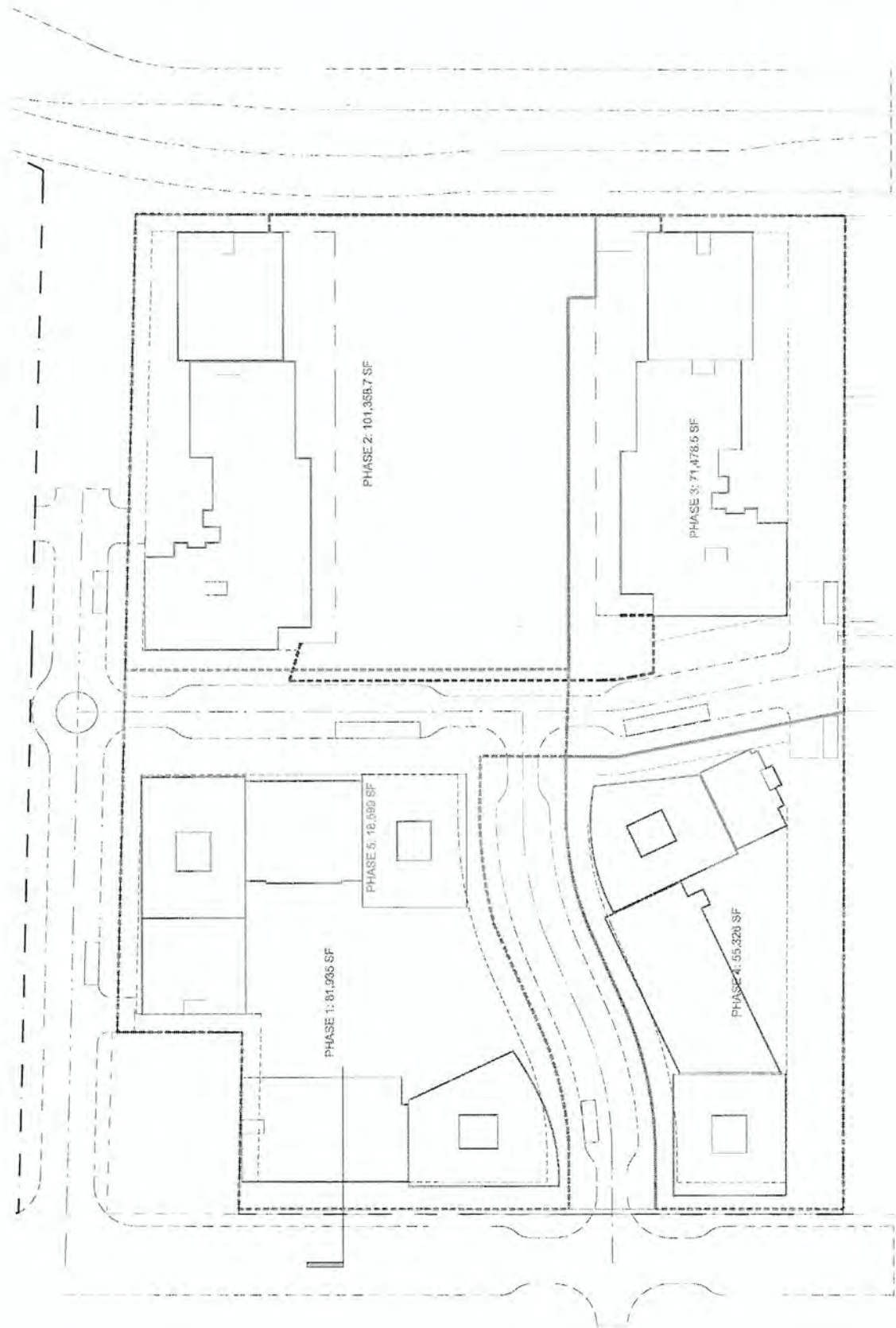
PATTERSON ROAD
RICHMOND, BC
CONCORD DEVELOPMENT
LEVEL 9
DATE: JAN 15, 2011
DRAWN BY: JH
CHECKED BY: JH
SCALE: 1/8" = 1'-0"
JOB NUMBER: 0650

A-3.05



PROJECT NORTH

PLOT INFO:
 PROJECT: WEST 10TH AVENUE
 LOTS 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100
 WESTERN WESTMASTER DISTRICT
 ISSUE / REVISIONS
 1. 100%
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 3. 100%
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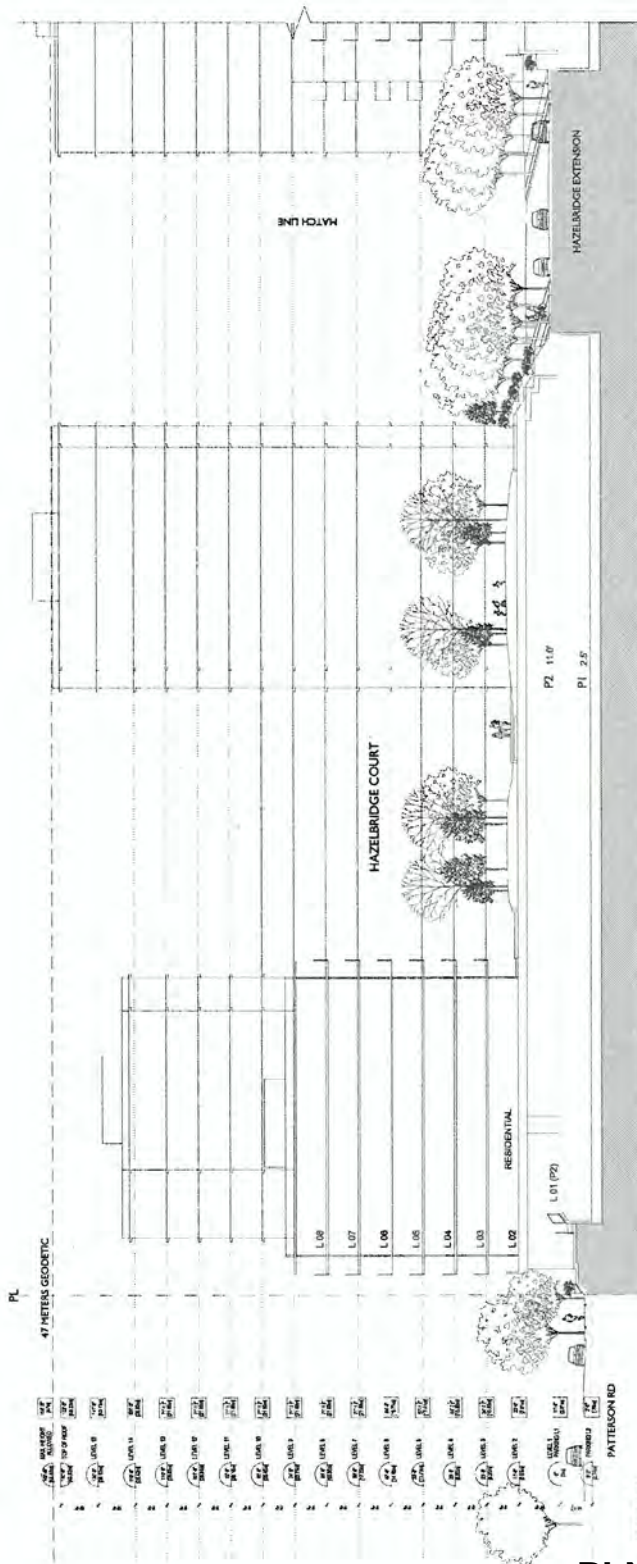


PATTERSON ROAD
 RICHMOND, BC
 CONCORD DEVELOPMENT
ROOF PLAN
 DATE: 10/19/2011
 DRAWN BY: JN
 CHECKED BY: JN
 SCALE: 1/8" = 1'-0"
 JOB NUMBER: 0650

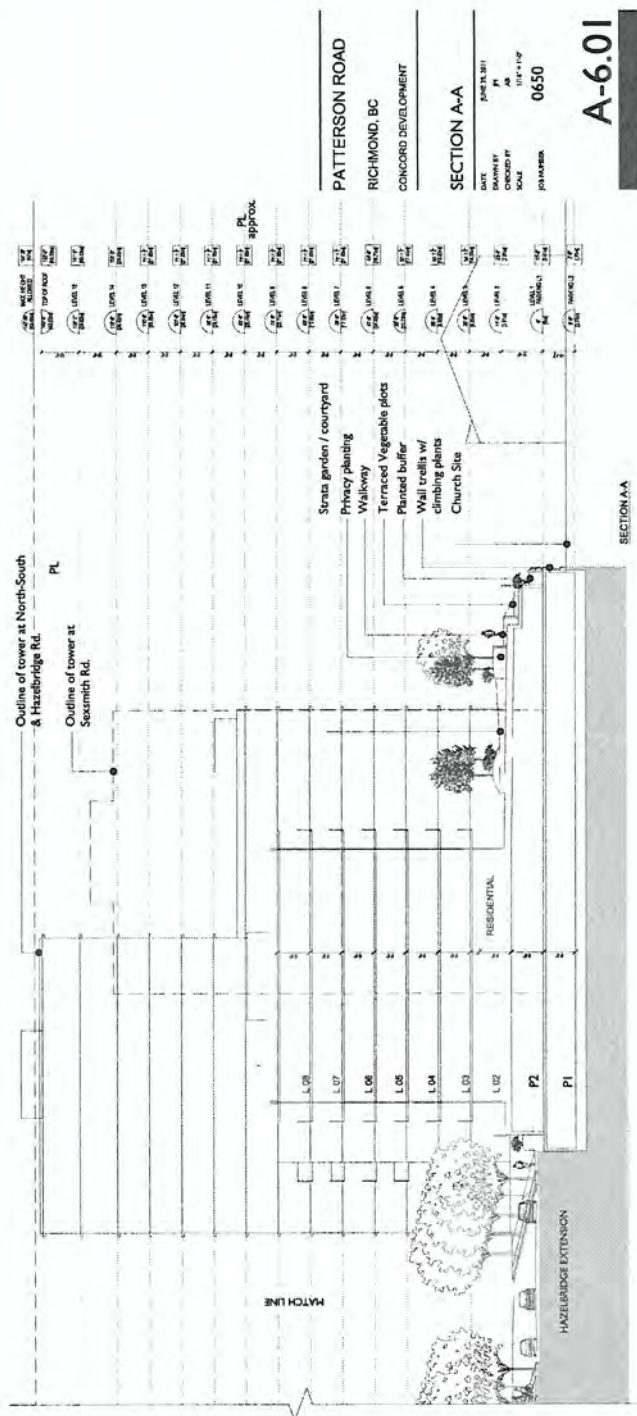
A-3.09



PLOT INFO:
 Project: 1000 West 10th Ave
 Location: 1000 West 10th Ave
 Sections: 17 and 28, Block 6, North Range 4
 West Vancouver Westmaster District
 Issue / Revision:
 1. Initial Design
 2. Final Design
 3. Final Design
 4. Final Design



PLN - 154



PATTERSON ROAD
 RICHMOND, BC
 CONCORD DEVELOPMENT

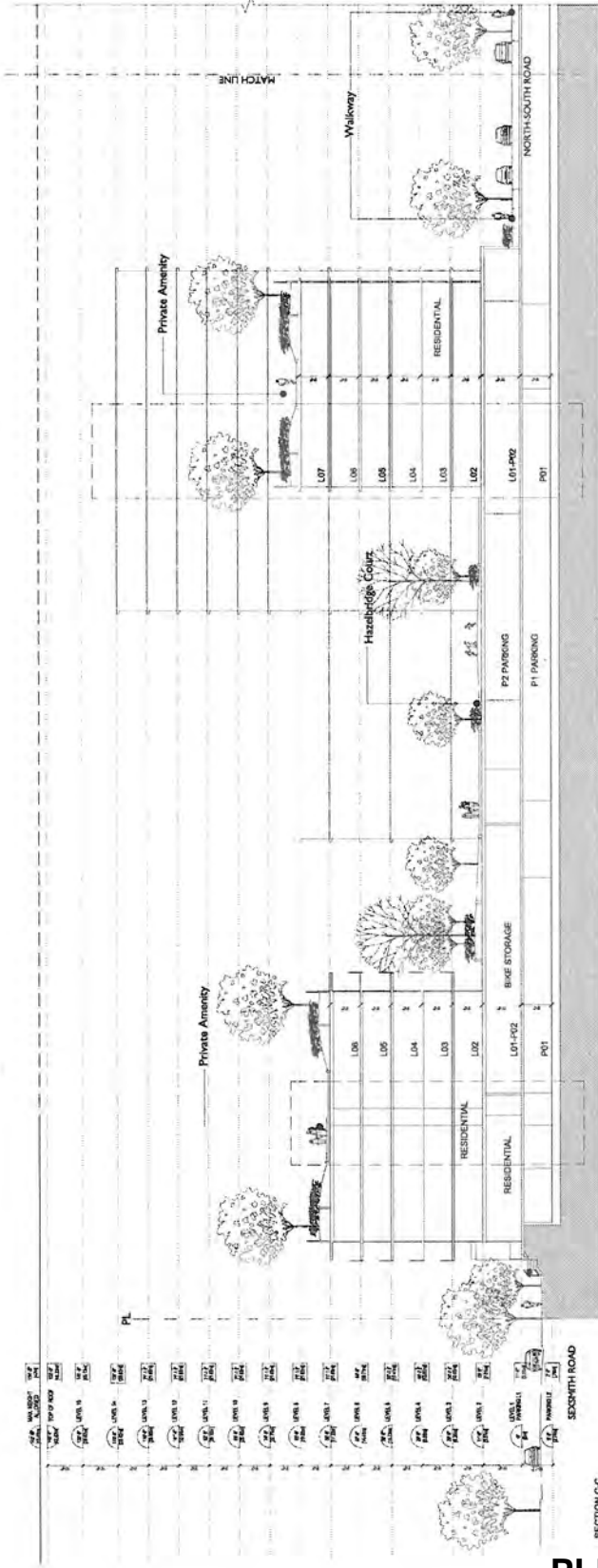
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 DRAWN BY: JH
 CHECKED BY: JH
 SCALE: 1:100
 PROJECT: 0650

A-6.01



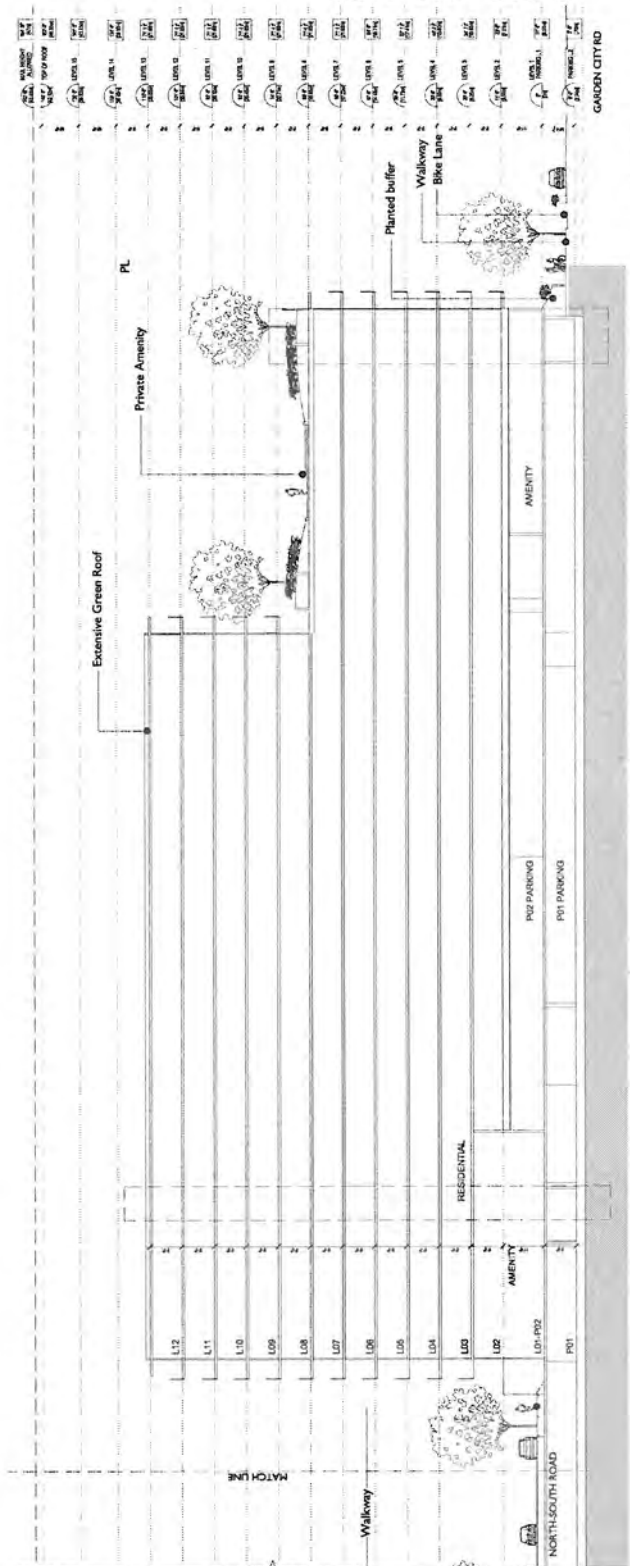


PLOT INFO
 Project Name: 1000 10th Ave S
 Project Address: 1000 10th Ave S
 Project City: Richmond, BC
 Project Country: Canada
 Project State: British Columbia
 Project Zip: V6X 1A7
 Project Phone: 604.273.8888
 Project Fax: 604.273.8889
 Project Email: info@gardenbuilding.com



SECTION CC

PLN - 156



SECTION CC

PATTERSON ROAD
 RICHMOND, BC
 CONCORD DEVELOPMENT
 SECTION C

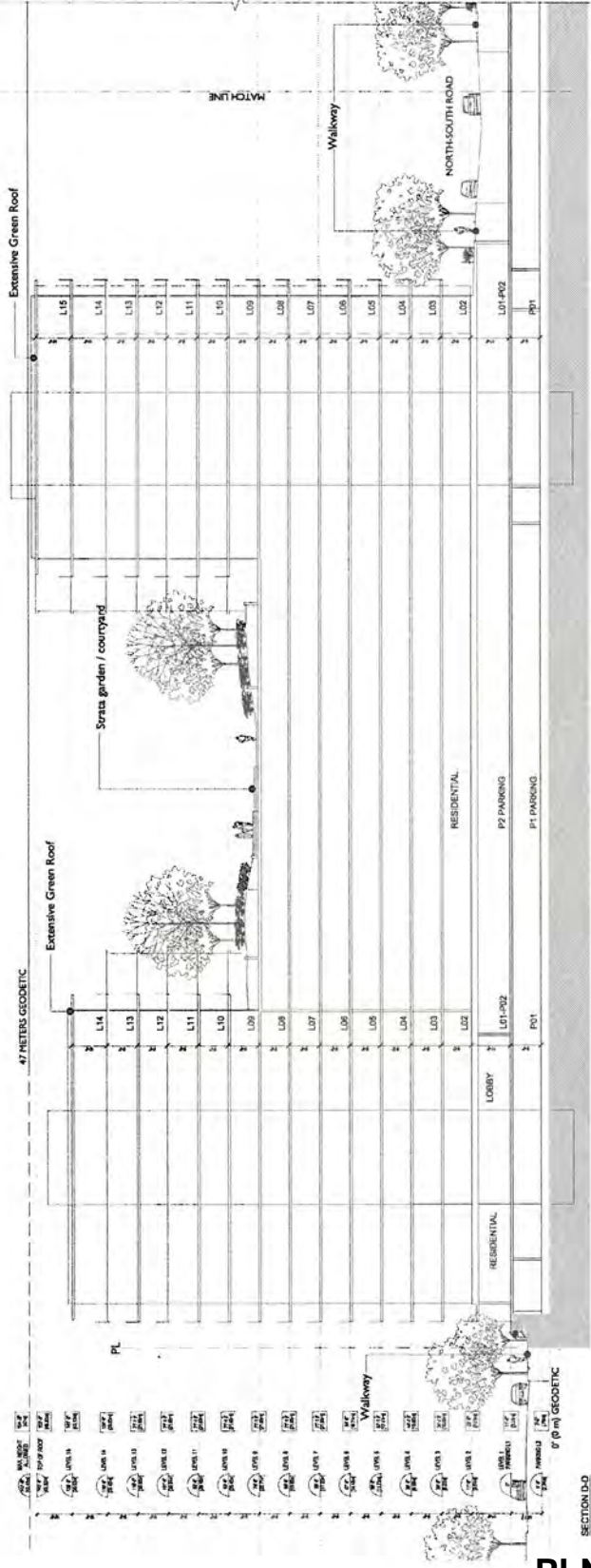
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 CHECKED BY: JH
 SCALE: 1" = 100'
 JOB NO: 0650

A-6.03



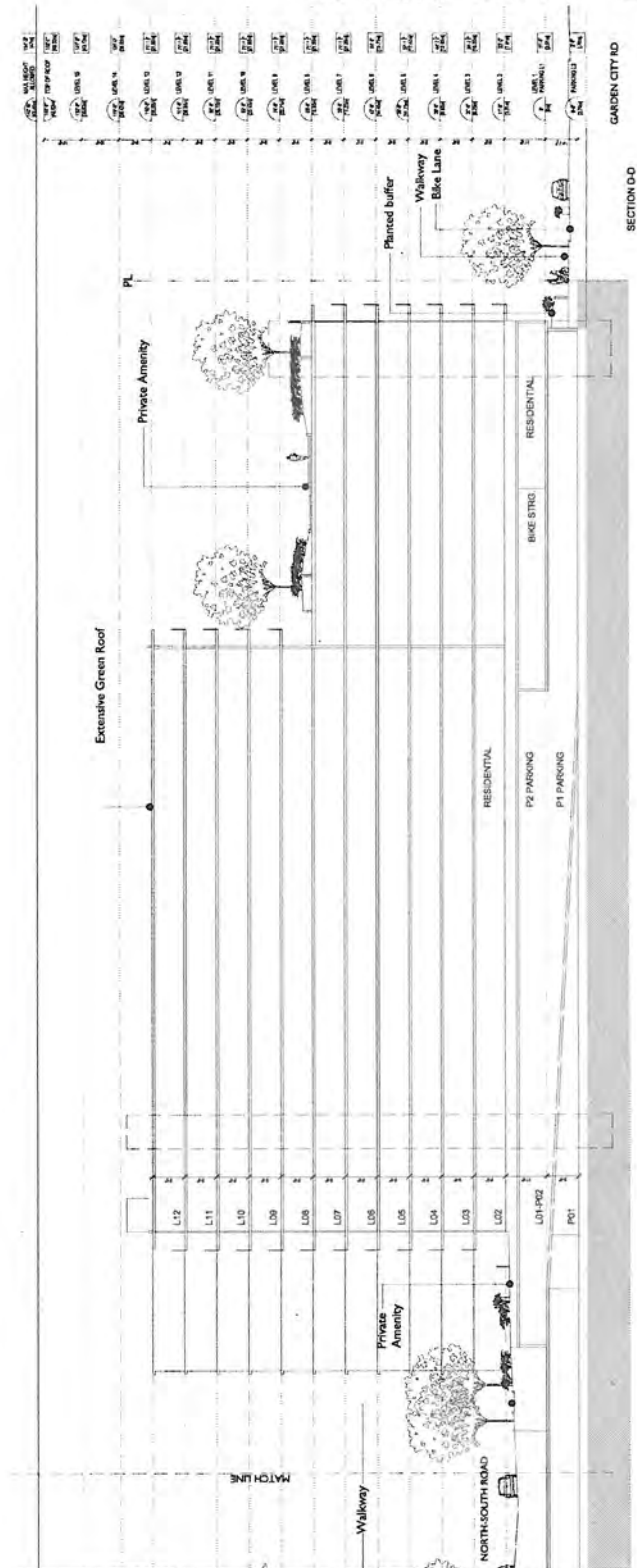
PROJECT NORTH

PLOT INFO:
 Project Name: **PLN - 157**
 Project Address: **LOT 1, BLK 100**
 Project Location: **SECTIONS 27 AND 28, NORTH RANG 6**
 Project District: **WESTVIEW WESTMONTAGE DISTRICT**
 Project Status: **ISSUED / REVISIONS**
 Project Date: **2024.01.15**
 Project Author: **ARCHITECT: GARDEN CITY BUILDINGS LTD.**
 Project Designer: **ARCHITECT: GARDEN CITY BUILDINGS LTD.**
 Project Engineer: **ARCHITECT: GARDEN CITY BUILDINGS LTD.**



SECTION D-0

PLN - 157

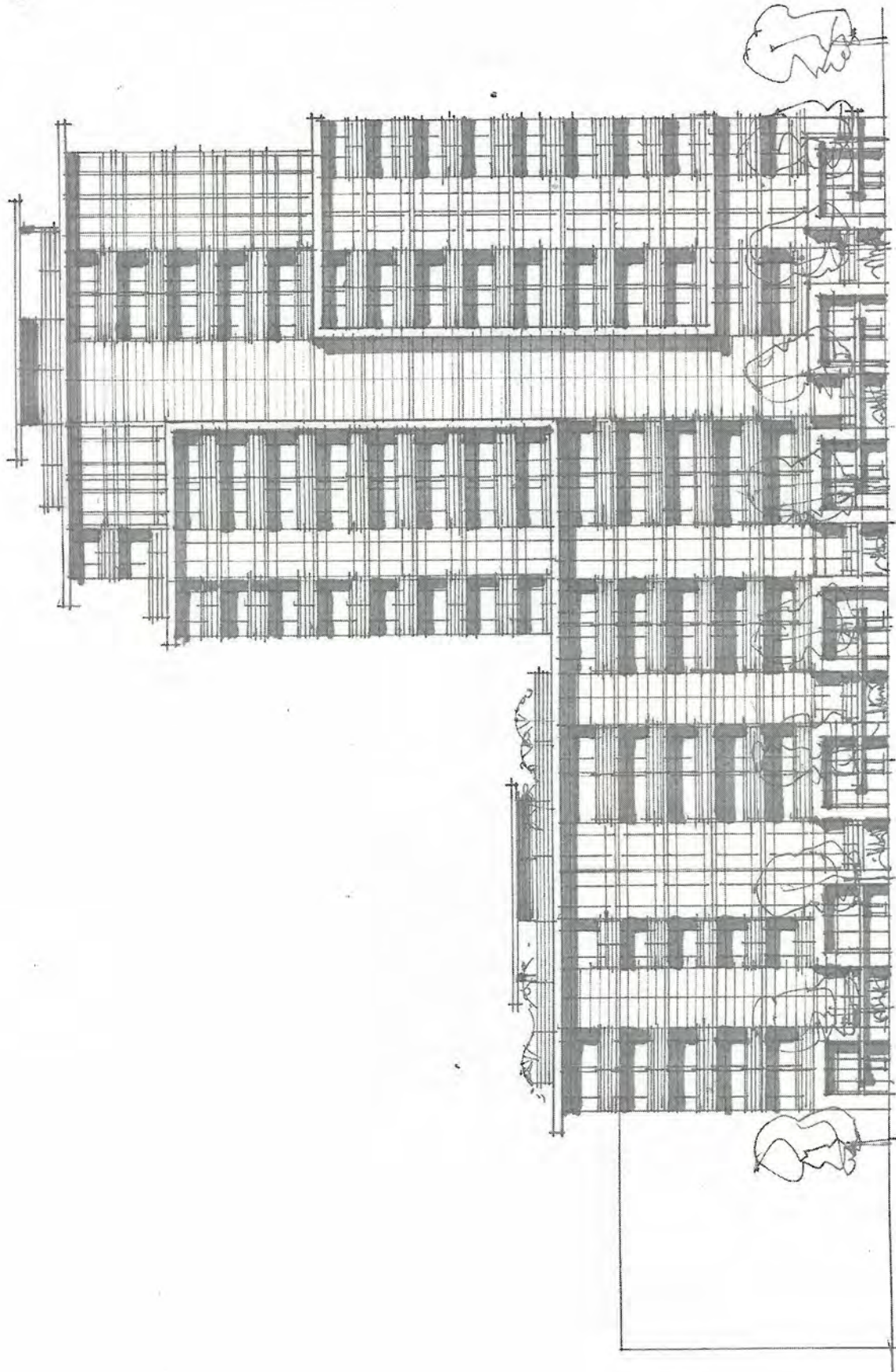


SECTION D-0

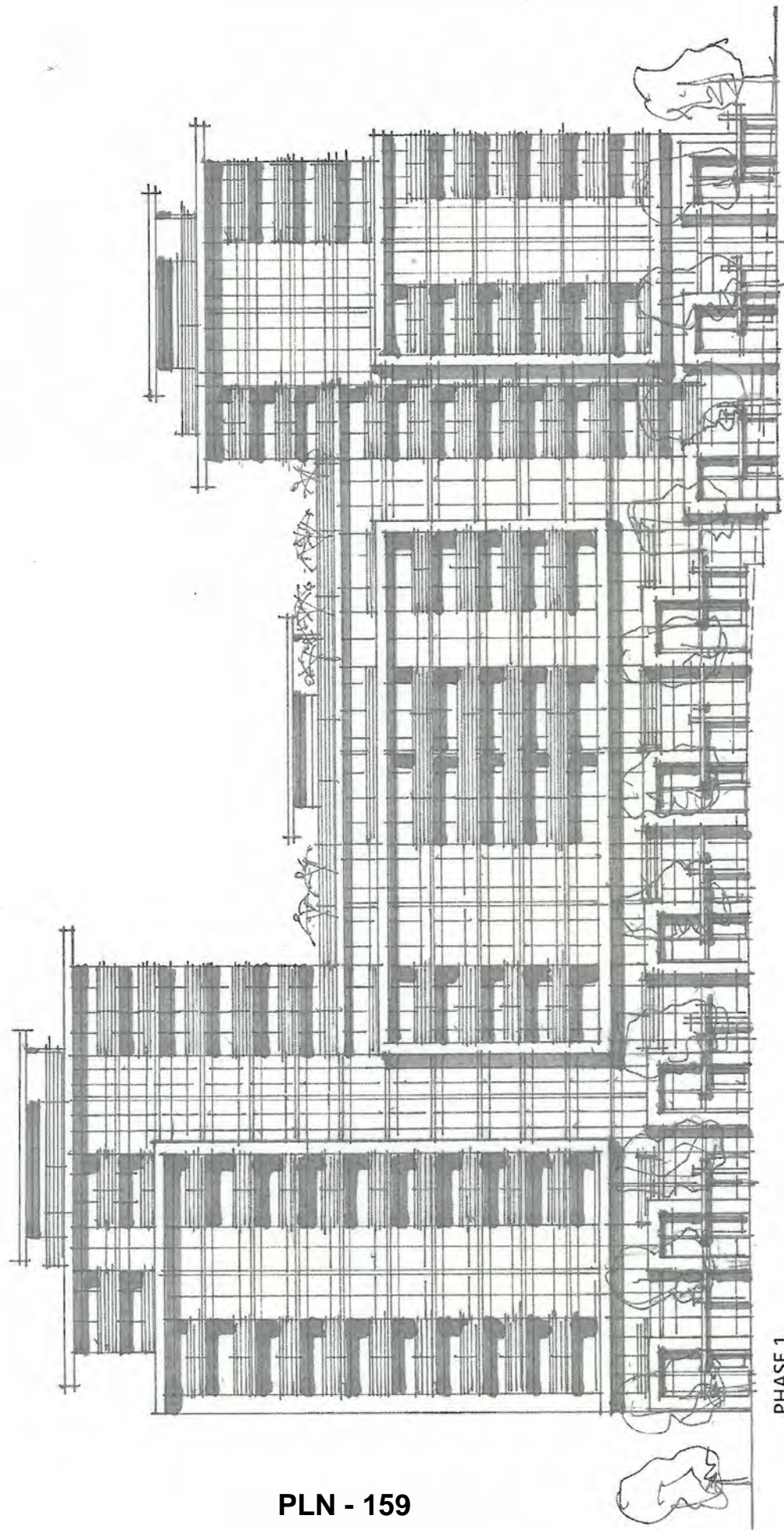
GARDEN CITY RD

PATTERSON ROAD
 RICHMOND, BC
 CONCORD DEVELOPMENT
SECTION D
 DATE: JAN 15, 2024
 DRAWN BY: JH
 CHECKED BY: JH
 SCALE: 1/8" = 1'-0"
 PROJECT: 0650

A-6.04



PHASE 1
SEXSMITH RD. ELEVATION



PLN - 159



**Richmond Official Community Plan Bylaw 7100
Amendment Bylaw No. 8837 (RZ 06-349722)
8800, 8820, 8840, 8880, 8900, 8920, 8940 and 8960 Patterson Road
and 3240, 3260, 3280, 3320 and 3340 Sexsmith Road
(Capstan Station)**

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

1. Richmond Official Community Plan Bylaw 7100, Schedule 2.10 (City Centre Area Plan) is amended by:
 - 1.1. On page 1-13, in the table entitled Anticipated CCAP 2100 Development, replacing the Population Potential for Capstan Village with “13,000 – 16,000”.
 - 1.2. On page 2-34, replacing the text in the box entitled Canada Line Rapid Transit with the following:

“Canada Line Rapid Transit
Four stations initially (Bridgeport, Aberdeen, Lansdowne, Richmond-Brighouse), and a future station at Capstan (to be implemented via the Capstan Station Bonus in coordination with private development), each of which will be a focus for higher-density, mixed use development and multi-modal integration.”
 - 1.3. On page 2-40, repealing the first footnote (indicated by a single asterisk).
 - 1.4. On page 2-65, inserting the boundary of the Capstan Station Bonus area as shown in “Schedule A attached to and forming part of Bylaw No. 8837” in the Base Level Parks & Open Space Map (2031) and inserting the following reference to the boundary in the map legend:

“Capstan Station Bonus*
*The Base Level Open Space Standard will be augmented in Capstan Village by publicly accessible areas secured for public park and related uses in respect to the Capstan Station Bonus.”
 - 1.5. On page 2-66, replacing Policy 2.6.1.a) with:

“Augment the Base Level in the City Centre to Contribute to the City-Wide Open Space Standard
The City will augment the base level standard with:

 - other government-owned property and utility rights-of-ways where public access can be secured through legal agreement;
 - privately owned, publicly accessible areas secured from developers through mutual agreement (e.g., in respect to the Capstan Station Bonus); and

- co-locating new City-owned parks with School District lands where it is cost effective and practical to do so.”
- 1.6. On page 2-68, inserting the boundary of the Capstan Station Bonus area as shown in “Schedule A attached to and forming part of Bylaw No. 8837” in the Neighbourhood Parks Map (2031) and inserting the following reference to the boundary in the map legend:

“Capstan Station Bonus*
 * The Base Level Open Space Standard will be augmented in Capstan Village by publicly accessible areas secured for public park and related uses in respect to the Capstan Station Bonus.”
 - 1.7. On page 3-46, in the Development Permit Guideline Section 3.2.6 Sub-Area B.2, inserting the boundary of the Capstan Station Bonus area as shown in “Schedule A attached to and forming part of Bylaw No. 8837” in the map and inserting the following reference to the boundary in the map legend:

“Capstan Station Bonus*
 *Development sites for which net density is permitted to exceed 2.0 FAR in the Capstan Station Bonus area may be considered under 3.2.7 Sub-Area B.3.”
 - 1.8. On page 3-48, in the Development Permit Guideline Section 3.2.7 Sub-Area B.3, inserting the boundary of the Capstan Station Bonus area as shown in “Schedule A attached to and forming part of Bylaw No. 8837” in the map and inserting the following reference to the boundary in the map legend:

“Capstan Station Bonus*
 *Development sites for which net density is permitted to exceed 3.0 FAR in the Capstan Station Bonus area may be considered under 3.2.8 Sub-Area B.4.”
 - 1.9. On page 4-3, repealing:
 - a) Policy 4.1.h) and replacing it with:

“Up-Front Funding for the Capstan Canada Line Station
 No rezoning of development sites in the Capstan Station Bonus area will be supported unless funding for the Capstan Canada Line station is secured to the satisfaction of the City.”
 - b) Policy 4.1.i).
 - 1.10. On page 4-4, replacing the numbering of policies 4.1.r), 4.1.s), and 4.1.t) with 4.1.s), 4.1.t), and 4.1.u) respectively and inserting policy 4.1.r) as follows:

“r) Density Bonusing – Capstan Canada Line Station
 The density bonusing approach will be used to obtain voluntary developer contributions towards funding of the future Canada Line station and related amenities within the Capstan Station Bonus area, including:

- cash contribution to the Capstan Station Reserve, as per the Richmond Zoning Bylaw; and
- publicly accessible areas secured for public park and related uses.

Council shall review the Capstan Station density bonus provisions in the Zoning Bylaw when approved development within the Bonus area approaches 3,250 dwelling units in consideration of, but not limited to, area capacity for additional dwelling units, sufficiency of proceeds to the Capstan Station Capital Reserve Fund, and other amenities that may be required in the Bonus area.”

1.11. On page 4-8, inserting a map designation into the Proposed Sanitary Sewer Improvements Map (2031) indicating Pump Stations Improvements Required to Service CCAP Demand on Capstan Way, mid-way between Hazelbridge Way and Sexsmith Road.

1.12. On page 4-10, inserting the boundary of the Capstan Station Bonus area as shown in “Schedule A attached to and forming part of Bylaw No. 8837” in the Park & Open Space Map (2031) and inserting the following reference to the boundary in the map legend:

“Capstan Station Bonus*

* The Base Level Open Space Standard will be augmented in Capstan Village by publicly accessible areas secured for public park and related uses in respect to the Capstan Station Bonus.”

1.13. On page 4-12, inserting:

a) the following text at the end of the fourth paragraph:

“In the Capstan Station Bonus area, density bonusing is utilized to encourage voluntary developer contributions to the Capstan Station Reserve (as per the Richmond Zoning Bylaw) and publicly accessible areas secured for public park and related uses.”

b) the boundary of the Capstan Station Bonus area as shown in “Schedule A attached to and forming part of Bylaw No. 8837” in the Density Bonusing Map (2031) and inserting the following reference to the boundary in the map legend:

“Capstan Station Bonus*

* The Base Level Open Space Standard will be augmented in Capstan Village by publicly accessible areas secured for public park and related uses in respect to the Capstan Station Bonus.”

1.14. In the Generalized Land Use Map (2031), inserting the boundary of the Capstan Station Bonus area as shown in “Schedule A attached to and forming part of Bylaw No. 8837” and identifying the boundary in the map legend as “Capstan Station Bonus”.

- 1.15. In the Land Use Maps section of the bylaw, inserting “Overlay Boundary – Capstan Station Bonus Map (2031)” as shown in “Schedule A attached to and forming part of Bylaw No. 8837”.
- 1.16. Repealing the Specific Land Use Map: Capstan Village (2031) and replacing it with “Schedule B attached to and forming part of Bylaw No. 8837”.
- 1.17. On page M-9, inserting into Specific Land Use Map: Capstan Village – Detailed Transect Descriptions in respect to both General Urban (T4) and Urban Centre (T5), in the column entitled Maximum Average Net Development Site Density, under the sub-heading Additional density, where applicable:
- “Capstan Station Bonus: 0.5 for the provision of residential uses, provided that the owner contributes to the Capstan Station Reserve (as per the Richmond Zoning Bylaw) and publicly accessible areas secured for public park and related uses in accordance with this bylaw.”
- 1.18. On page A-2, inserting into Appendix 1 – Definitions, under the sub-heading Overlays, the following:

“Capstan Station Bonus

An area that provides for additional density for residential uses over and above that permitted by the underlying Transect, provided that the development site is located in Capstan Station Bonus Map area and the owner:

- contributes to the Capstan Station Reserve (as per the Richmond Zoning Bylaw);
- in addition to the City Centre Area Plan base level open space identified on the Generalized Land Use Map (2031) and Specific Land Use Map: Capstan Village (2031), grants to the City, via a statutory right-of-way, air space parcel, or alternative means satisfactory to the City, rights of public use over a suitably landscaped area of the site for public park and related purposes at a minimum rate of 3.25 ac./1,000 population, based on the anticipated number of additional residents accommodated on the development site in respect to the Capstan Station Bonus;
- complies with Richmond’s affordable housing policies in respect to all residential uses occurring on the development site, including the additional residential density attributable to the Capstan Station Bonus; and
- demonstrates to the satisfaction of the City that the additional density results in a superior building and landscape design and an attractive, pedestrian-friendly public realm.”

2. This Bylaw may be cited as **“Richmond Official Community Plan Bylaw 7100, Amendment Bylaw No. 8837”**.



FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

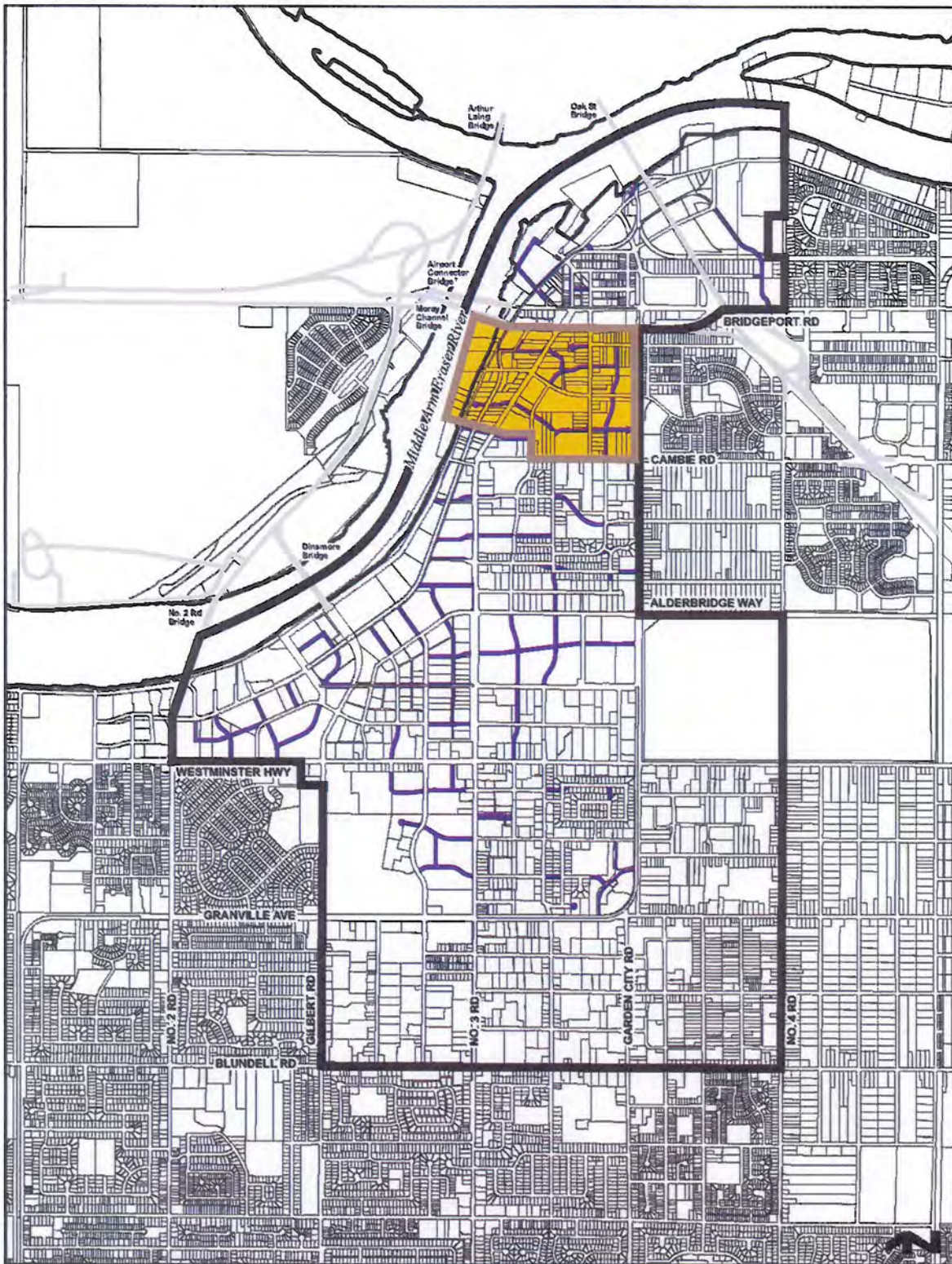
ADOPTED



_____	CITY OF RICHMOND
_____	APPROVED by
_____	
_____	APPROVED by Manager or Solicitor
_____	

MAYOR

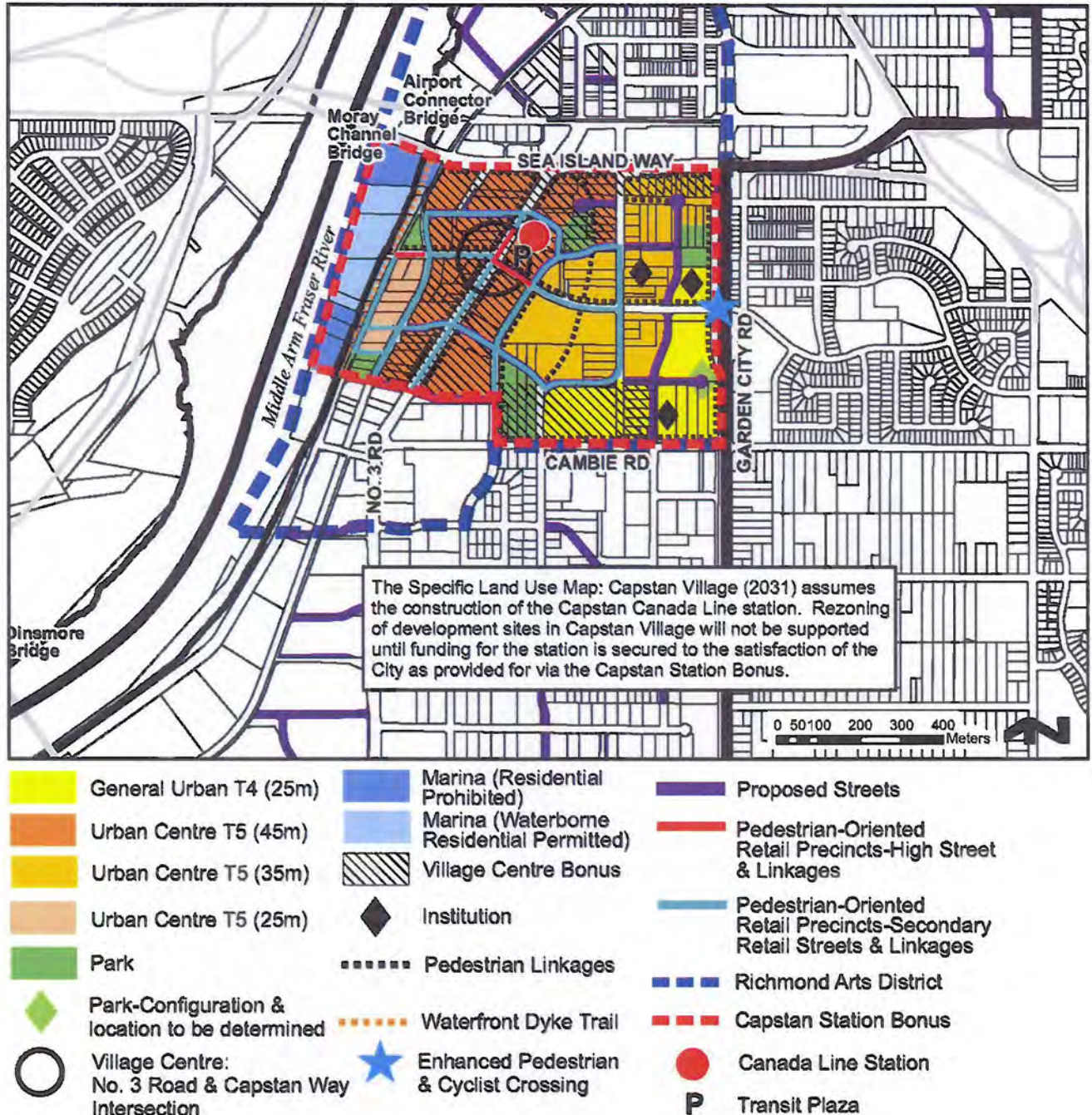
CORPORATE OFFICER

Overlay Boundary - Capstan Station Bonus Map (2031)



 Capstan Station Bonus  Proposed Streets

Specific Land Use Map: Capstan Village (2031)





**Richmond Official Community Plan Bylaw 7100
Amendment Bylaw No. 8838 (RZ 06-349722)
8800, 8820, 8840, 8880, 8900, 8920, 8940 and 8960 Patterson Road
and 3240, 3260, 3280, 3320 and 3340 Sexsmith Road**

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

1. Richmond Official Community Plan Bylaw 7100, Schedule 1, is amended by repealing the existing land use designation in Attachment 1 (Generalized Land Use Map) thereof of the area indicated on “Schedule A attached to and forming part of Bylaw 8838” and by designating the portion of the area identified as “Park” on “Schedule B attached to and forming part of Bylaw No. 8838” as “Public and Open Space Use” and the remainder of the area as “Mixed Use”.
2. Richmond Official Community Plan Bylaw 7100, in Schedule 2.10 (City Centre Area Plan), as amended by Official Community Plan Amendment Bylaw No. 8837, is amended by:
 - 2.1. On page 2-27, on the Street Network Map (2031), in the area bounded by Capstan Way, Sexsmith Road, Patterson Road, and Garden City Road, inserting a “Minor Street” map designation on Patterson Road west of the designated “Park” indicated on “Schedule B attached to and forming part of Bylaw 8838”.
 - 2.2. On page 2-36, on the Pedestrian Environment Map (2031), in the area bounded by Capstan Way, Sexsmith Road, Patterson Road, and Garden City Road, repealing the “Green Link (Future)” map designation on Patterson Road, and inserting a “Green Link (Future)” map designation in the location indicated as “Pedestrian Linkages” parallel to Capstan Way, between Capstan Way and Patterson Road, on “Schedule B attached to and forming part of Bylaw 8838”.
 - 2.3. On page 2-65, on the Base Level Parks & Open Space Map (2031), in the area bounded by Capstan Way, Sexsmith Road, Patterson Road, and Garden City Road, repealing the “Green Link (Future)” map designation on Patterson Road and the “Neighbourhood Park (Future to 2031)” map designation, and inserting:
 - a) The following map designations in the locations indicated in “Schedule B attached to and forming part of Bylaw 8838”:
 - i. “Green Link (Future)” in the location indicated as Pedestrian Linkages parallel to Capstan Way, between Capstan Way and Patterson Road;
 - ii. “Neighbourhood Park (Future to 2031)” in the location indicated as “Park”; and

- iii. “Neighbourhood Park (Future to 2031) – Configuration & location to be determined” in the location indicated as “Park – Configuration & location to be determined”; and
 - b) “Neighbourhood Park (Future to 2031) – Configuration & location to be determined” and the corresponding symbol in the map legend.
- 2.4. On page 2-68, on the Neighbourhood Parks Map, in the area bounded by Capstan Way, Sexsmith Road, Patterson Road, and Garden City Road, repealing the “Neighbourhood Park (Future to 2031)” map designation, and inserting:
- a) The following map designations in the locations indicated in “Schedule B attached to and forming part of Bylaw 8838”:
 - i. “Neighbourhood Park (Future to 2031)” in the location indicated as “Park”; and
 - ii. “Neighbourhood Park (Future to 2031) – Configuration & location to be determined” in the location indicated as “Park – Configuration & location to be determined”; and
 - b) “Neighbourhood Park (Future to 2031) – Configuration & location to be determined” and the corresponding symbol in the map legend.
- 2.5. On page 2-71, on the Pedestrian Linkages Map, in the area bounded by Capstan Way, Sexsmith Road, Patterson Road, and Garden City Road, repealing the “Green Link (Future)” map designation on Patterson Road, and inserting a “Green Link (Future)” map designation in the location indicated as “Pedestrian Linkages” parallel to Capstan Way, between Capstan Way and Patterson Road, on “Schedule B attached to and forming part of Bylaw 8838”.
- 2.6. On page 4-6, on the Proposed New Transportation Improvements Map (2031), in the area bounded by Capstan Way, Sexsmith Road, Patterson Road, and Garden City Road, inserting an “Other Streets” map designation on Patterson Road west of the designated “Park” indicated on “Schedule B attached to and forming part of Bylaw 8838”
- 2.7. On page 4-10, on the Parks & Open Space Map (2031), in the area bounded by Capstan Way, Sexsmith Road, Patterson Road, and Garden City Road, repealing the “Neighbourhood Park (Future to 2031)” map designation, and inserting:
- a) The following map designations in the locations indicated in “Schedule B attached to and forming part of Bylaw 8838”:
 - i. “Neighbourhood Park (Future to 2031)” map designation in the location indicated as “Park”; and
 - ii. “Neighbourhood Park (Future to 2031) – Configuration & location to be determined” map designation in the location indicated as “Park – Configuration & location to be determined”; and

- b) “Neighbourhood Park (Future to 2031) – Configuration & location to be determined” and the corresponding symbol in the map legend.
- 2.8. On the Generalized Land Use Map (2031), in the area bounded by Capstan Way, Sexsmith Road, Patterson Road, and Garden City Road, repealing the “General Urban T4”, “Urban Centre T5”, “Park”, “Village Centre Bonus”, “Institution”, and “Proposed Streets” designations and inserting those map designations in the locations indicated on “Schedule B attached to and forming part of Bylaw No. 8841”..
- 2.9. On the Specific Land Use Map: Capstan Village (2031), in the area bounded by Capstan Way, Sexsmith Road, Patterson Road, and Garden City Road, replacing the land use designations as indicated on “Schedule B attached to and forming part of Bylaw No. 8838”.
- 2.10. Updating document formatting and mapping as required to accommodate the identified bylaw amendments.
3. This Bylaw may be cited as **“Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 8838”**.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

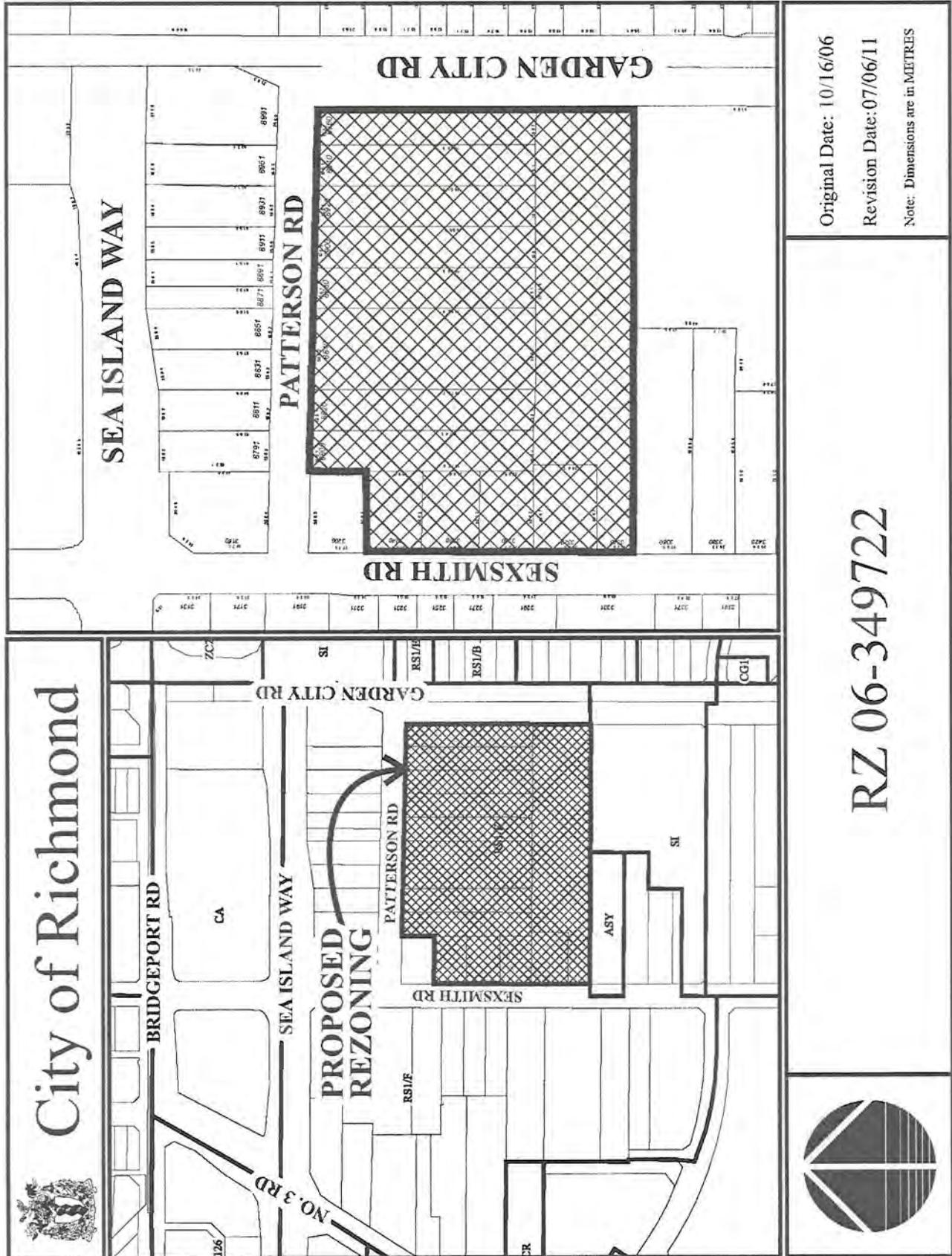
OTHER REQUIREMENTS SATISFIED

ADOPTED

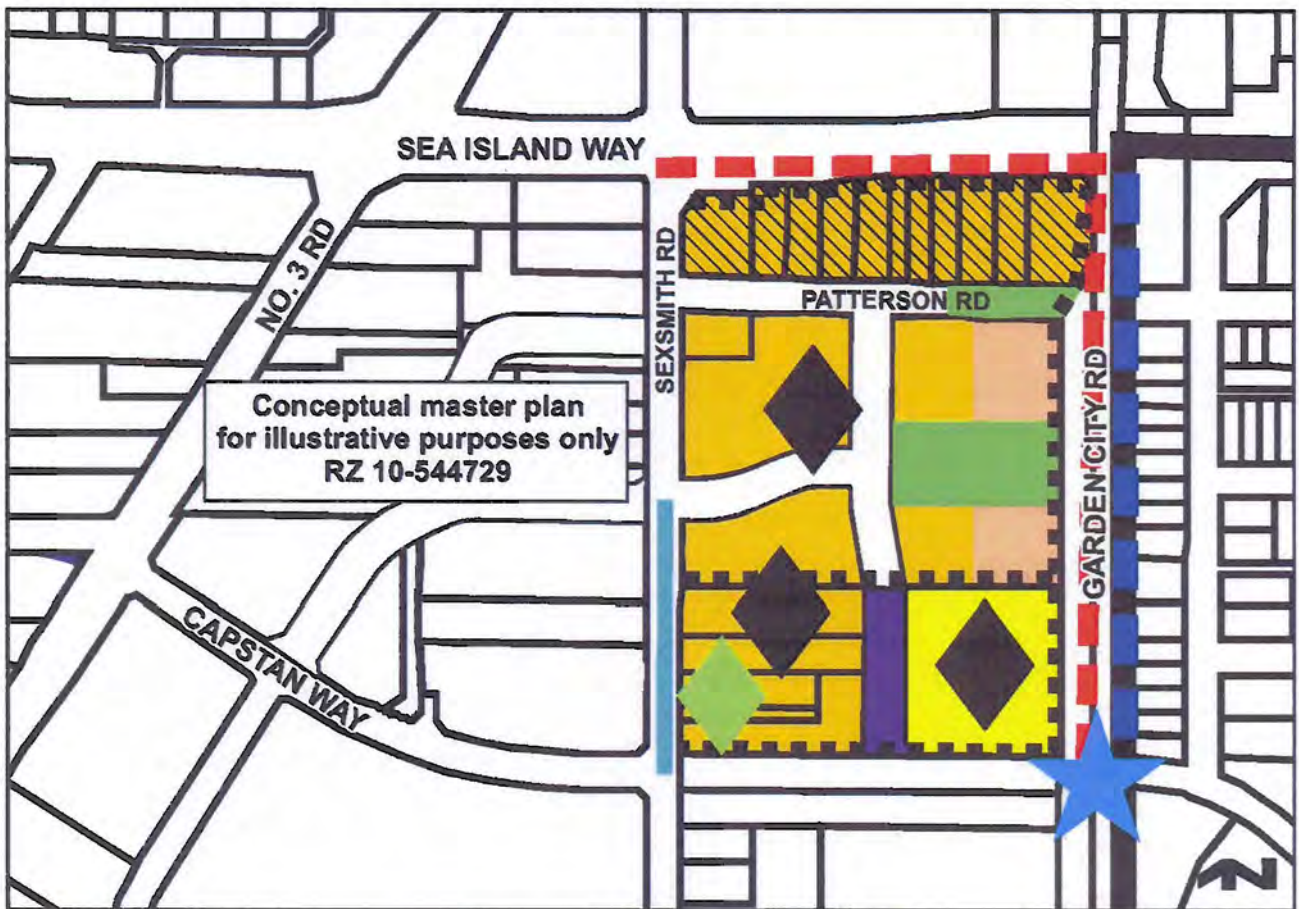
CITY OF RICHMOND
APPROVED by 
APPROVED by Manager or Solicitor 

MAYOR

CORPORATE OFFICER



CCAP Amendment Concord RZ 06-349722



- | | | |
|---|---|--|
| General Urban T4 (25m) | Marina (Residential Prohibited) | Proposed Streets |
| Urban Centre T5 (45m) | Marina (Waterborne Residential Permitted) | Pedestrian-Oriented Retail Precincts-High Street & Linkages |
| Urban Centre T5 (35m) | Village Centre Bonus | Pedestrian-Oriented Retail Precincts-Secondary Retail Streets & Linkages |
| Urban Centre T5 (25m) | Institution | Richmond Arts District |
| Park | Pedestrian Linkages | Capstan Station Bonus |
| Park-Configuration & location to be determined | Waterfront Dyke Trail | Canada Line Station |
| Village Centre: No. 3 Road & Capstan Way Intersection | Enhanced Pedestrian & Cyclist Crossing | Transit Plaza |



Richmond Zoning Bylaw 8500
Amendment Bylaw No. 8839 (RZ 06-349722)
8800, 8820, 8840, 8880, 8900, 8920, 8940 and 8960 Patterson Road and
3240, 3260, 3280, 3320 and 3340 Sexsmith Road
(Capstan Station)

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

1. Richmond Zoning Bylaw 8500 is amended by:

1.1. Inserting in Section 3.4 the following:

“Capstan station reserve means the statutory Capital Reserve Fund created by Reserve Fund Establishment Bylaw No. 8854.”

1.2. Inserting Section 5.19 as follows:

“5.19 Capstan Station

5.19.1 Where an **owner** pays into the **Capstan station reserve** according to the **density bonusing** provisions of this bylaw:

- a) An **owner** shall pay the sum to the **City** for deposit into the **Capstan station reserve** prior to Building Permit issuance for the **site**;
- b) the number of **dwelling units** to which payment applies shall be the total number of **dwelling units** authorized on the **site** by the Building Permit; and
- c) the sum payable shall be \$7,800 per **dwelling unit**, adjusted annually beginning at the end of September 2011 by any increase in the CPI Inflation Index as at the end of September 2010, wherein CPI Inflation Index shall mean for the purposes of this bylaw the All-items Consumer Price Index for British Columbia, not seasonally adjusted, as published by Statistics Canada (or its successor government department or agency), or such substitute index as is formally designated by the Government of Canada or, if no index is published or designated by the Government of Canada in substitution therefore, such substitute index as the **City** considers, in its discretion, most closely approximating the All-items Consumer Price Index for British Columbia. Whenever the Official Time Base (currently 2002 = 100) is changed or a substitute index is designated, historical value will be rebased through the use of a conversion factor as published by the Government of Canada or, in the absence of such publication, such conversion factor shall be the conversion factor that the **City** considers, in its discretion, best achieves comparability.”

- 1.3. Replacing the designation on Map 7.9.1A shown as “2A” with “1A”.
- 1.4. Replacing the headings in Tables 7.9.3.1, 7.9.4.1, and 7.9.5.1 shown as “Zone 2 & 2A” with “Zone 2”.
- 1.5. Inserting Section 7.9.6 as follows:

“7.9.6 Where the zoning of a **lot** in Zone 1A would permit a **building** to be used for any of the **uses** listed in Table 7.9.3.1, 7.9.4.1, or 7.9.5.1, the minimum **parking space** requirements shall be as identified for Zone 1; except that prior to the Capstan Canada Line station being operational, for a development comprised of two or more phases on one or more **lots** the minimum **parking space** requirements shall be as follows:

- a) The combined total **parking space** requirements for all phases in the development shall be as identified for Zone 1;
- b) Notwithstanding Section 7.9.6.a), for the initial phase or phases of the development, as determined to the satisfaction of the City:
 - i) Zone 2 **parking space** requirements shall apply; and
 - ii) **parking spaces** provided in excess of Zone 1 requirements:
 - shall be secured for the temporary use of **uses** occurring at the initial phase or phases of the development; and
 - may be used to satisfy the **parking space** requirements of **uses** occurring in the subsequent phase or phases of the development.”

- 1.6. Repealing Section 9.4.1 and replacing it with the following:

“9.4.1 Purpose

The **zone** accommodates mid- to high-rise apartments within the **City Centre**, plus a limited amount of **commercial use** and compatible **secondary uses**. The **zone** is divided into 5 sub-zones: RCL1 for **sites** zoned low density, high-rise apartments; RCL2 which provides for a **density bonus** that would be used for rezoning applications to help achieve the **City’s** affordable housing objectives; RCL3 which provides for an additional **density bonus** that would be used for rezoning applications in the Village Centre Bonus Map area of the **City Centre** in the **City Centre** Area Plan to achieve **City** objectives for **child care**, amenity, and **commercial use**; and, RCL4 and RCL5 which provide for a **density bonus** that would be used for rezoning applications in the Capstan Station Bonus Map area designated by the **City Centre** Area Plan to achieve, among other things, **City** objectives in respect to the Capstan Canada Line station.”

- 1.7. Inserting “**park**” in Section 9.4.3 Secondary Uses.
- 1.8. Replacing Sections 9.4.4.2, 9.4.4.3, 9.4.4.4, and 9.4.4.5 as follows:

- “2. For residential/limited commercial **sites** zoned RCL2, RCL3, RCL4, or RCL5, the maximum **floor area ratio** is 1.2, together with an additional 0.1 **floor area ratio** provided that it is entirely used to accommodate **amenity space**, and 0.1 **floor area ratio** provided that it is entirely used to accommodate **community amenity space**.
3. Notwithstanding Section 9.4.4.2, the reference to “1.2” is increased to a higher **density** of “2.0” in the RCL2 **zone** and RCL3 **zone** if:
- a) for rezoning applications involving 80 or less **apartment housing dwelling units**, the **owner** pays into the **affordable housing reserve** the sum specified in Section 5.15 of this bylaw at the time **Council** adopts a zoning amendment bylaw to include the **owner’s lot** in the RCL2 **zone** or RCL3 **zone**; or
 - b) for rezoning applications involving more than 80 **apartment housing dwelling units**, and prior to first occupancy of the **building**, the **owner**:
 - i) provides in the **building** not less than four **affordable housing units** and the combined **habitable space** of the total number of **affordable housing units** would comprise at least 5% of the total **building area**; and
 - ii) enters into a **housing agreement** with respect to the **affordable housing units** and registers the **housing agreement** against the title to the **lot**, and files a notice in the Land Title Office.
4. Notwithstanding Section 9.4.4.2, the reference to “1.2” is increased to a higher **density** of “2.5” in the RCL4 **zone** and RCL5 **zone** if:
- a) the **site** is located in the Capstan Station Bonus Map area designated by the **City Centre Area Plan**;
 - b) the **owner** pays a sum into the **Capstan station reserve** as specified in Section 5.19 of this bylaw;
 - c) the **owner** grants to the **City**, via a statutory **right-of-way**, **air space parcel**, or fee simple, as determined at the sole discretion of the **City**, rights of public use over a suitably landscaped area of the **site** for **park** and related purposes at a rate of 5.0 m² per **dwelling unit**; and
 - d) for rezoning applications involving:
 - i) 80 or less **apartment housing dwelling units**, the **owner** pays into the **affordable housing reserve** the sum specified in Section 5.15 of this bylaw at the time **Council** adopts a zoning amendment bylaw to include the **owner’s lot** in the RCL4 **zone** or RCL5 **zone**; or
 - ii) more than 80 **apartment housing dwelling units**, and prior to first occupancy of the **building**, the **owner**:
 - provides in the **building** not less than four **affordable housing units** and the combined **habitable space** of the total number of **affordable housing units** would comprise at least 5% of the total **building area**; and

- enters into a **housing agreement** with respect to the **affordable housing units** and registers the **housing agreement** against the title to the **lot**, and files a notice in the Land Title Office.

5. If an **owner** of a **lot** in the **RCL3 zone** or **RCL5 zone** has contributed to the **affordable housing reserve** or provided **affordable housing units** under Section 9.4.4.3 or provided amenities and contributed to the **affordable housing reserve** or provided **affordable housing units** under Section 9.4.4.4, so as to increase the maximum **floor area ratio** to 2.0 or 2.5 respectively, an additional 1.0 **density bonus floor area ratio** is permitted, provided that:
 - a) the **lot** is located in the Village Centre Bonus Area designated by the **City Centre Area Plan**;
 - b) the **owner** uses the additional 1.0 **density bonus floor area ratio** only for non-residential purposes, which non-residential purposes shall provide, in whole or in part, for **convenience retail uses** (e.g., large format grocery store; drug store), **minor health services**, pedestrian-oriented **general retail**, or other **uses** important to the viability of the Village Centre and as determined to the satisfaction of the **City**;
 - c) the **owner** uses a maximum of 49% of the **gross floor area** of the **building**, including the additional 1.0 **density bonus floor area ratio** (i.e. the **gross floor area** of the additional **building area**), for non-residential purposes; and
 - d) the **owner**:
 - i) uses at least 5% of the additional 1.0 **density bonus floor area ratio** (i.e. the **gross floor area** of the additional **building area**), for **child care** or **uses** that provide a community amenity to the satisfaction of the **City** (e.g., community recreation, **library and exhibit**, heritage); or
 - ii) at the time Council adopts a zoning amendment bylaw to include the **owner's lot** in the **RCL3 zone** or **RCL5 zone**, pays into the **child care reserve fund** or alternative funds the sum specified in Section 5.16 of this bylaw.”

1.9. Inserting Section 9.4.5.3 as follows:

- “3. The maximum **lot coverage** for **buildings** and landscaped roofs over **parking spaces** on **sites** zoned **RCL4** and **RCL5** is 90%, exclusive of portions of the **sites** the **owner** grants to the **City**, via a statutory **right-of-way**, **air space parcel**, or alternative means satisfactory to the **City**, for **park** or **road** purposes.”

1.10. Replacing Sections 9.4.7.1 and 9.4.7.2 with the following:

- “1. The maximum **height** for **buildings** zoned RCL1, RCL3, and RCL5 is 47.0 m geodetic.
2. The maximum **height** for **buildings** zoned RCL2 and RCL4 is:
 - a) for **buildings** with a **floor area ratio** of 1.2 or less: 15.0 m;
 - b) for **buildings** with a **floor area ratio** of greater than 1.2: 25.0 m, except in specific areas identified in the **City Centre Area Plan** where a maximum **height** of 35.0 m is permitted for **buildings** with a **floor area ratio** of up to 2.0; and
 - c) for **buildings** in the Capstan Station Bonus Map area designated by the **City Centre Area Plan** with a **floor area ratio** of greater than 2.0: 35.0 m, except the maximum **height** for **buildings** may be increased to 47.0 m geodetic if a proper interface is provided with adjacent **buildings** and areas secured by the **City** for **park** purposes, as approved by the **City**.”

1.11. Replacing Section 9.4.8.1.c) with the following:

“c) 45.0 m for **sites** zoned RCL3, RCL4, and RCL5.”

1.12. Replacing Section 9.4.8.2.c) with the following:

“c) 40.0 m for **sites** zoned RCL2 that have a **floor area ratio** of greater than 1.2 and **sites** zoned RCL3, RCL4, and RCL5.”

1.13. Replacing Section 9.4.8.5 with the following:

- “5. The minimum **lot area** is 4,000.0 m² for **sites** zoned RCL3, RCL4, and RCL5.”

1.14. Replacing Sections 9.4.11.1 and 9.4.11.2 with the following:

- “1. For the RCL1 **zone**, RCL2 **zone**, and RCL4 **zone** only:
 - a) **Secondary uses** shall be limited to the following:
 - **boarding and lodging**
 - **community care facility, minor**
 - **health service, minor**
 - **home-based business**
 - **home business**
 - **housing, town**
 - **library and exhibit**
 - **office**
 - **recreation, indoor**
 - **retail, convenience**

- retail, general
 - service, personal
 - studio
- b) Convenience retail, general retail, indoor recreation, library and exhibit, minor health service, office, personal service, studio, and town housing must be located on the first storey of the building.
- c) For the RCL1 zone, convenience retail, general retail, indoor recreation, library and exhibit, minor health service, office, personal service, and studio are limited to a maximum gross leasable floor area of 200.0 m².
2. For the RCL3 zone and RCL5 zone only, **congregate housing** and **apartment housing** must not be located on the **first storey** of the **building**, exclusive of interior entries, common stairwells, and common elevator shafts.”
2. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw No. 8839**”.



FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

_____	CITY OF RICHMOND
_____	APPROVED by
_____	
_____	APPROVED by Manager or Solicitor
_____	

MAYOR_____
CORPORATE OFFICER



**Richmond Zoning Bylaw 8500
Amendment Bylaw No. 8840 (RZ 06-349722)
8800, 8820, 8840, 8880, 8900, 8920, 8940 and 8960 Patterson Road and
3240, 3260, 3280, 3320 and 3340 Sexsmith Road**

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

1. Richmond Zoning Plan Bylaw 8500 is amended by inserting Section 19.10 as follows:

**“19.10 High Rise Apartment and Artist Residential Tenancy Studio Units (ZHR10) –
Capstan Village (City Centre)**

19.10.1 Purpose

The **zone** accommodates artist residential tenancy studio (ARTS) units and **park**, together with adjunct **uses** including high-rise apartments, **town housing**, and a limited amount of **commercial use**. Additional **density** is provided to achieve, among other things, **City** objectives in respect to the **City Centre** arts district, **park**, **affordable housing dwelling units**, and the Capstan Canada Line station

19.10.2 Permitted Uses

- artist residential tenancy studio (ARTS) units
- **child care**
- **congregate housing**
- **housing, apartment**
- **housing, town**
- **park**

19.10.3 Secondary Uses

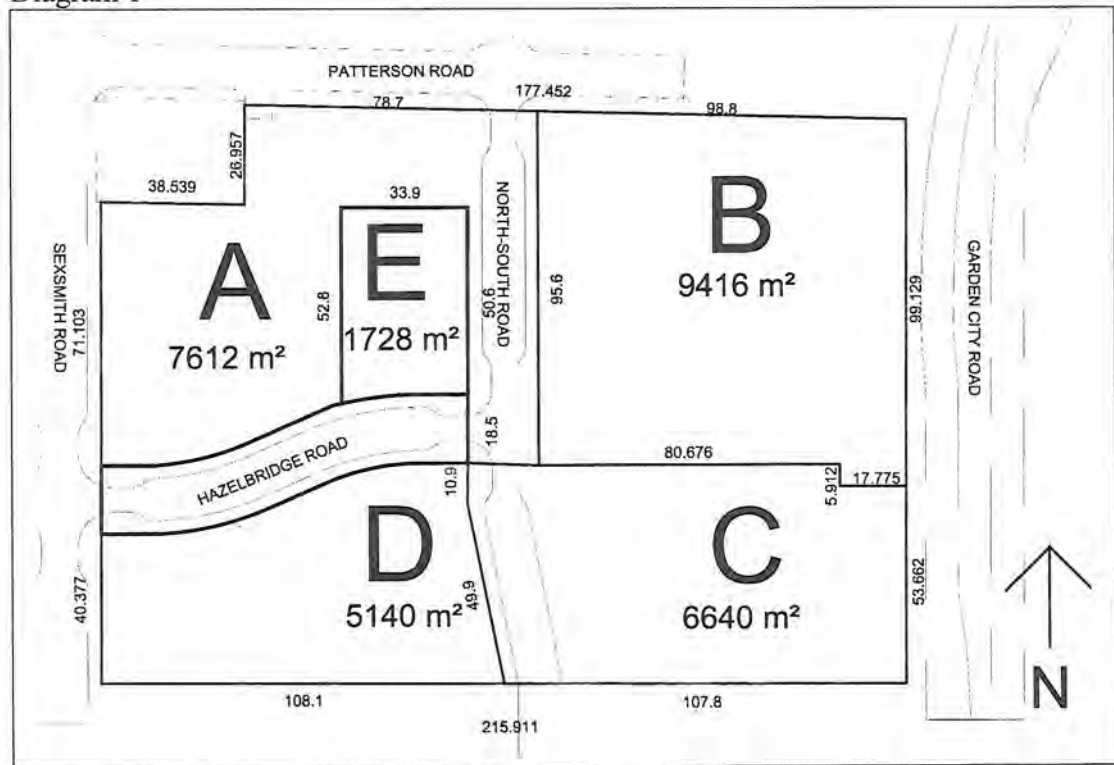
- **boarding and lodging**
- **community care facility, minor**
- **health service, minor**
- **home-based business**
- **home business**
- **library and exhibit**
- **retail, convenience**
- **retail, general**
- **restaurant**
- **studio**

19.10.4 Permitted Density

1. The maximum **floor area ratio** (FAR) shall be 0.55, together with an additional 0.1 **floor area ratio** provided that it is entirely used to accommodate **amenity space**.
2. Notwithstanding Section 19.10.4.1, the reference to “0.55” is increased to a higher **floor area ratio** of “3.2” if:
 - a) the **site** is located in the Capstan Station Bonus Map area designated by the **City Centre Area Plan**;

- b) the **owner** pays a sum into the **Capstan station reserve** as specified in Section 5.19 of this bylaw;
 - c) the **owner** grants to the **City**, via a statutory **right-of-way, air space parcel**, or alternative means satisfactory to the **City**, rights of public use over a suitably landscaped area of the **site** for **park** and related purposes at a rate of 7.4 m^2 per **dwelling unit** or $9,220.0 \text{ m}^2$, whichever is greater;
 - d) prior to first occupancy of the **building**, the **owner**:
 - i) provides in the **building** not less than four **affordable housing units** and the combined **habitable space** of the total number of **affordable housing units** would comprise at least 5% of the total **building area**; and
 - ii) enters into a **housing agreement** with respect to the **affordable housing units** and registers the **housing agreement** against the title to the **lot**, and files a notice in the Land Title Office; and
 - e) prior to first occupancy of the **building**, the **owner**:
 - i) provides in the **building** not less than 20 ARTS units and the combined **habitable space** of the total number of ARTS units would comprise at least $1,628.0 \text{ m}^2$; and
 - ii) enters into a **housing agreement** with respect to the ARTS units and registers the **housing agreement** against the title to the **lot**, and files a notice in the Land Title Office;
3. Notwithstanding Section 19.10.4.2, in the area identified as “A”, “B”, “C”, “D”, and “E” in Section 19.10.4 Diagram 1:
- a) the maximum total combined **floor area** shall not exceed $97,704.0 \text{ m}^2$; and
 - b) the maximum **floor area** within each individual area shall not exceed:
 - i) for “A”: $23,400.0 \text{ m}^2$;
 - ii) for “B”: $20,900.0 \text{ m}^2$;
 - iii) for “C”: $19,400.0 \text{ m}^2$;
 - iv) for “D”: $23,700.0 \text{ m}^2$; and
 - v) for “E”: $11,000.0 \text{ m}^2$;

Diagram 1



19.10.5 Permitted Lot Coverage

1. The maximum **lot coverage** for **buildings** and landscaped roofs over **parking spaces** is 90%, exclusive of portions of the **sites** the **owner** grants to the **City**, via a statutory **right-of-way**, **air space parcel**, or alternative means satisfactory to the **City**, for **park** or **road** purposes.

19.10.6 Yards & Setbacks

1. Minimum **setbacks** shall be:
 - a) for **road** and **park**: 6.0 m measured to a **lot line** or the boundary of an area granted to the **City**, via a statutory **right-of-way**, **air space parcel**, or alternative means satisfactory to the **City**, for **road** or **park** purposes, but may be reduced to 3.0 m if a proper interface is provided as specified in a Development Permit approved by the **City**; and
 - b) for **interior side yard** or **rear yard**: 3.0 m, but may be reduced to 0 m if a proper interface is provided as specified in a Development Permit approved by the **City**.
2. Notwithstanding Sections 19.10.6.1, **structures** located entirely below the finished **grade** may project into the **road**, **park**, **interior side yard**, or **rear yard setbacks**, provided that such encroachments do not result in a finished **grade** inconsistent with that of **abutting lots** and the **structures** are screened by a combination of trees, shrubs, native and ornamental plants, or other landscape material specified in a Development Permit approved by the **City**.

19.10.7 Permitted Heights

1. Maximum **building height** shall be:
 - a) 25.0 m for portions of the **building** located less than 50.0 m from a **lot line** abutting Garden City Road; and
 - b) 35.0 m elsewhere.
2. Notwithstanding Section 19.10.7.1, the maximum **building height** may be increased if a proper interface is provided with adjacent **buildings** and areas secured by the **City**, via a statutory **right-of-way**, **air space parcel**, or alternative means satisfactory to the **City**, for **park** purposes, as specified in a Development Permit approved by the **City**, as follows:
 - a) 28.0 m for portions of the **building** located less than 50.0 m from a **lot line** abutting Garden City Road; and
 - b) 47.0 m geodetic elsewhere.
3. The maximum height for **accessory buildings** is 5.0 m.
4. The maximum height for **accessory structures** is 12.0 m.

19.10.8 Subdivision Provisions

1. The minimum **lot area** is 5,000.0 m².

19.10.9 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided according to the provisions of Section 6.0.

19.10.10 On-Site Parking & Loading

1. On-site **vehicle** and bicycle parking and loading shall be provided according to the standards set out in Section 7.0 of this bylaw, except that for ARTS units, the minimum number of **parking spaces** shall be:
 - a) for residents: 0.9 per **dwelling unit**; and
 - b) for visitors: 0.2 per **dwelling unit**.

19.10.11 Other Regulations

1. For the purposes of this bylaw, artist residential tenancy studio unit or ARTS unit:
 - a) means a **dwelling unit** providing space for sleeping, living, washrooms, and **kitchen**, together with space designed to facilitate the use of the **dwelling** for arts-related **home-based business** purposes including painting, pottery, dance, choreography, non-amplified music, composing, conducting, arranging, recording, writing, media arts, photography, print making, or carving;

- b) shall be **town housing**, but may be **apartment housing** if located in a purpose-built **building** intended for the exclusive use of the occupants of ARTS units and **ancillary uses**; and
 - c) have a minimum **habitable space** of 74.0 m², of which at least 25.0 m², provided as one contiguous space, shall have a minimum clear height of 4.5 m measured from the surface of the finished floor to the surface of the finished ceiling.
 - 2. **Convenience retail, general retail, library and exhibit, minor health service, restaurant, and studio** must be located on the **first storey** of the **building**.
 - 3. **Convenience retail, general retail, library and exhibit, minor health service, restaurant, and studio** are limited to the area identified as "A", in Section 19.10.4 Diagram 1 and a maximum **gross leasable floor area** of 200.0 m².
 - 4. **Telecommunication antenna** must be located a minimum of 20.0 m above the ground (i.e. on the roof of a **building**).
 - 5. 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 designating it **HIGH RISE APARTMENT (ZHR10) – CAPSTAN VILLAGE (CITY CENTRE)**:
- That area shown as cross-hatched on "Schedule A attached to and forming part of Bylaw No. 8840".
3. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw No. 8840**".

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

MINISTRY OF TRANSPORTATION &
INFRASTRUCTURE APPROVAL

OTHER REQUIREMENTS SATISFIED

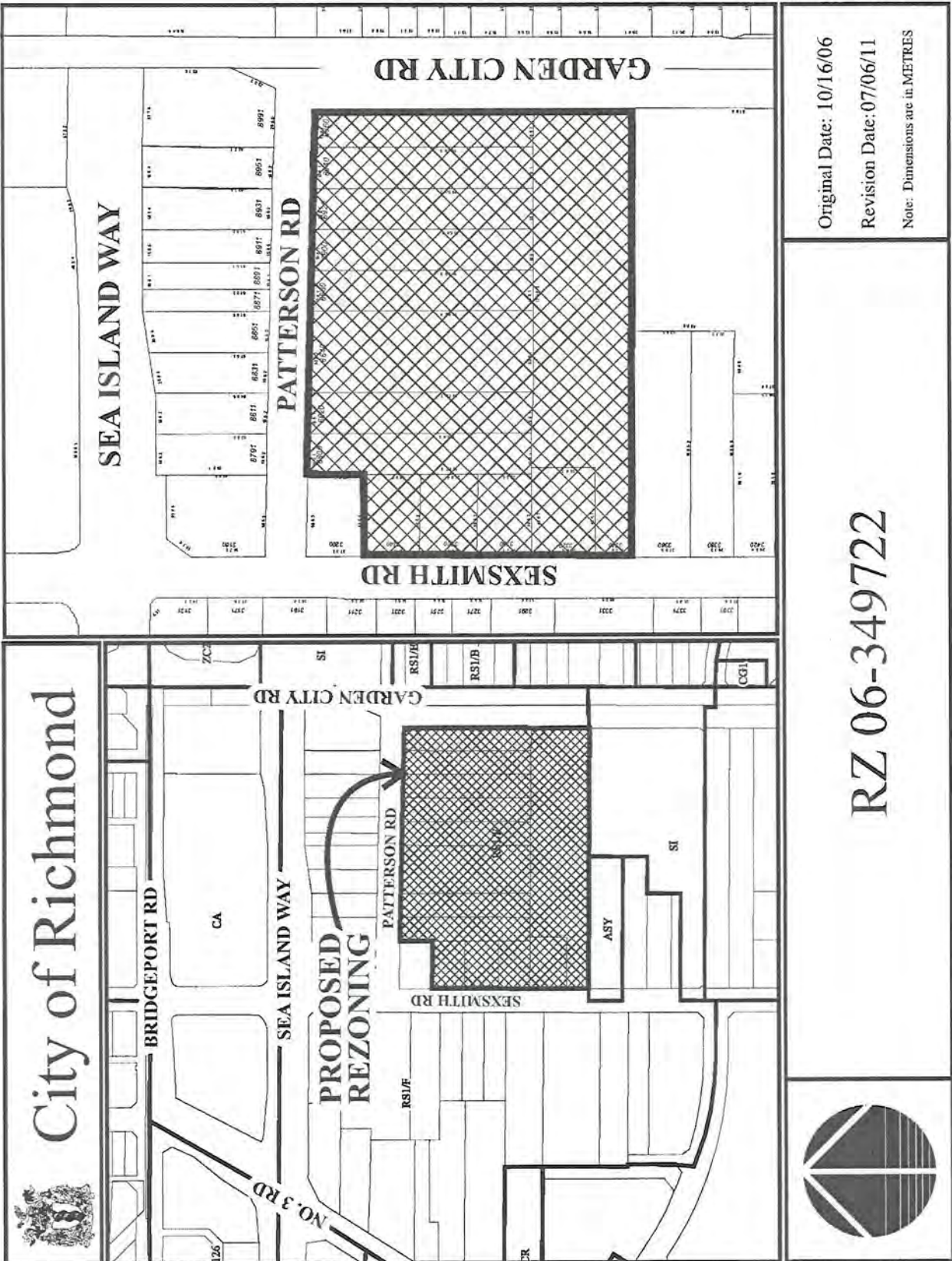
ADOPTED

MAYOR_____
CORPORATE OFFICER

CITY OF RICHMOND
APPROVED by

APPROVED by Manager or Solicitor


"Schedule A attached and forming part of bylaw No. 8840"



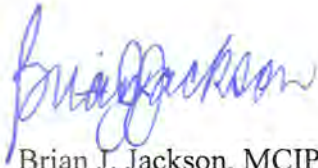


To: Planning Committee **Date:** January 4, 2012
From: Brian J. Jackson, MCIP **File:** RZ 10-544729
Director of Development
Re: **Application by Pinnacle International (Richmond) Plaza Inc. for Rezoning at 3391 and 3411 Sexsmith Road from "Single Detached (RS1/F)", together with a Portion of Unopened City Lane on the North Side of Capstan Way Between Sexsmith Road and No. 3 Road, to "Residential/Limited Commercial (RCL4)"**

Staff Recommendation


1. That Bylaw No. 8841, to amend the Richmond Official Community Plan, as amended by Official Community Plan Amendment Bylaw No. 8837, to facilitate the construction of multiple-family residential and related uses on the subject site, by:
 - a) In Schedule 1, amending the existing land use designation in Attachment 1 (Generalized Land Use Map) to relocate "Public and Open Space Use" in the area bounded by Capstan Way, No. 3 Road, Sea Island Way, and Sexsmith Road; and
 - b) In Schedule 2.10 (City Centre), amending the existing land use designation in the Generalized Land Use Map (2031), Specific Land Use Map: Capstan Village (2031), and reference maps throughout the Plan to relocate areas designated for park and road purposes within the block bounded by Capstan Way, No. 3 Road, Sea Island Way, and Sexsmith Road, together with related minor map and text amendments;be introduced and given first reading.
2. That Bylaw No. 8841, having been considered in conjunction with:
 - the City's Financial Plan and Capital Program; and
 - the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;is hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act.
3. That Bylaw No. 8841, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, be referred to the:
 - Vancouver International Airport Authority; and
 - Board of Education, School District No. 38 (Richmond);for comment on or before Public Hearing on February 20, 2012 on OCP Amendment Bylaw No. 8841.

4. That Bylaw No. 8842, to rezone 3391 and 3411 Sexsmith Road from "Single Detached (RS1/F)", together with a portion of unopened City lane on the north side of Capstan Way between Sexsmith Road and No. 3 Road, to "Residential/Limited Commercial (RCL4)", as amended by Zoning Amendment Bylaw No. 8839, be introduced and given first reading.



Brian J. Jackson, MCIP
Director of Development

BJJ:spc
Att.

FOR ORIGINATING DEPARTMENT USE ONLY		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Real Estate Services	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Arts, Culture and Heritage	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Affordable Housing	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Engineering	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Law	Y <input type="checkbox"/> N <input type="checkbox"/>	
Parks	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Policy Planning	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Transportation	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	

Staff Report

Origin

Pinnacle International (Richmond) Plaza Inc. has applied to the City of Richmond to rezone 3391 and 3411 Sexsmith Road, together with a portion of unopened City-owned lane on the north side of Capstan Way between Sexsmith Road and No. 3 Road, to permit the construction of a high-rise, high-density, multi-family project in the City Centre's Capstan Village area. (**Attachments 1 & 2**) The subject rezoning from Single Detached (RS1/F) to Residential/Limited Commercial (RCL4) provides for a 17,398 m² (177,908 ft²) development incorporating a total of 200 dwellings, including:

- 187 market residential units (including 11 live/work units); and
- 13 affordable (rental) housing units, secured via the City's standard Housing Agreement.

The subject rezoning is the first phase of high-density, mixed-use development planned for the block bounded by Sexsmith Road, Capstan Way, No. 3 Road, and Sea Island Way, which is owned in part by the subject developer (72.1%) and in part by Concord Pacific (27.9%). (**Attachment 6**) As part of the subject rezoning review process, the applicant has prepared supportive materials intended to provide context for the subject rezoning, including:

- A conceptual master plan for the block, providing the basis for a proposed amendment to the City Centre Area Plan (CCAP) in regard to the distribution of road, park, and developable areas within the block (**Attachment 7**);
- A conceptual design for Concord Pacific's property west of the subject site demonstrating its fit with the subject rezoning and anticipated future development of the block (shown on the development concept drawings in **Attachment 10**); and
- A preliminary design for the property north of the subject site, which is proposed as the applicant's second phase of development within the block (shown on the development concept drawings in **Attachment 10**).

In addition, as one of the first rezoning applications to be considered for Capstan Village since the adoption of the City Centre Area Plan (CCAP), the subject report addresses the Plan's existing policy restricting rezoning in Capstan Village, as indicated on the Specific Land Use Map: Capstan Village (2031) (**Attachment 4**). The subject application and other pending applications in Capstan Village are predicated on the understanding that prior to the adoption of any rezoning, a funding strategy must be identified to Council's satisfaction. Business terms in regard to a funding strategy for station construction, together with OCP and Zoning Bylaw amendments required to facilitate the strategy, are addressed under a separate report to Council from the Director, Transportation, and a concurrent rezoning staff report in respect to RZ 06-349722 (Concord Pacific) for lands east of the subject site.

Findings of Fact

Details of the subject development are provided in the attached Development Application Data Sheet. (**Attachment 5**)

Background

The subject single-family zoned lots (including a vacant City-owned lot and a lot occupied by a house and out-buildings), unopened City lane, and surrounding properties are situated in Capstan Village, which is a transitional area designated for high-density, mixed-use development in

anticipation of the construction of a future Canada Line station at the northeast corner of Capstan Way and No. 3 Road. Existing development surrounding the subject site includes:

- North: Single Detached (RS1/F) lots owned by the applicant, two of which are proposed for future rezoning as Phase 2 of the applicant's development (as shown on the development concept drawings in **Attachment 10**).
- East: Sexsmith Road, across which is the former TransLink park-and ride, single-family lots, a church, and vacant land including the site of Concord Pacific's "Concord Gardens" rezoning application for approximately 1,245 residential units (RZ 05-349722).
- South: Capstan Way, across which is a low-density, strata-titled shopping centre ("Union Square") zoned Auto-Oriented Commercial (CA).
- West: Two commercially-zoned lots owned by Concord Pacific, the north of which is vacant and the south of which is occupied by a former multi-tenant, automobile service centre that is undergoing renovations for use as Concord Pacific's marketing centre for its proposed development east of Sexsmith Road (RZ 06-349722).

Future Neighbouring Lot: The CCAP requires the future extension of Hazelbridge Way from Capstan Way to Sexsmith Road, which will result in Concord Pacific's land west of the subject site being split into two parcels. The future parcel situated adjacent to the subject development will be triangular in shape and have public frontages on all three sides (e.g., Capstan Way, Hazelbridge Way, and a proposed public pedestrian walkway). The subject developer has prepared a conceptual design for this future parcel (as shown on the development concept drawings in **Attachment 10**) demonstrating, to the satisfaction of staff, that the parcel can be developed in a manner generally consistent with the CCAP and should not be considered landlocked for the purposes of the subject rezoning application. The owner of the future parcel, Concord Pacific, has provided a letter of support in principle in respect to the subject rezoning. (**Attachment 8**)

Related Policies & Studies

- a) Capstan Village Canada Line Station Funding Strategy: The CCAP currently restricts rezoning in Capstan Village until such time as funding for the construction of the Canada Line's Capstan Village station is secured to the satisfaction of Council. As noted above, the subject rezoning application is predicated on amendments to the CCAP and Zoning Bylaw in respect to a funding strategy for station construction, to be presented via Concord Pacific's rezoning application for its property east of Sexsmith Road (RZ 06-349722). In brief, the proposed funding strategy provides for the following:
- Developers of the first +/-3,250 new dwellings in Capstan Village (i.e. roughly half of the Village's projected total number of units at build-out) will voluntarily contribute +/- \$25 million towards station construction at a rate of \$7,800/unit (September 2010 rate, to be indexed annually to the cost of living);
 - Developers contributing towards station funding will be:
 - i. Eligible for a 0.5 floor area ratio (FAR) density bonus; and
 - ii. Required to provide additional public open space over and above CCAP park requirements, based on a rate of 5 m²/dwelling, to ensure that Capstan Village residents will enjoy proximity and timely access to open space amenities;
 - Residential growth in Capstan Village resulting from the proposed 0.5 FAR density bonus is accommodated within the CCAP's 120,000 population projection and does not, therefore, require a Plan amendment;

- CCAP amendments are proposed to provide for the designation of a new “Capstan Station Bonus” map area within which the station funding strategy (density bonus) shall apply; and
 - Zoning Bylaw amendments are proposed to provide for the Capstan station (0.5 FAR) density bonus and to create the “Residential/Limited Commercial (RCL4 and RCL5)” zone for use in respect to Capstan Village developments to which the proposed bonus applies (such as the subject development).
- b) Other Policies: Development of the subject site is affected by a range of City policies and related considerations (e.g., CCAP, affordable housing). An overview of these policies, together with the developer’s proposed response, is provided in the “Analysis” section of this report.

Consultation

Capstan Station Funding Strategy: Prior to the subject rezoning application proceeding, OCP and Zoning amendment bylaws regarding the establishment of a funding strategy for the construction of the Capstan Canada Line station must be adopted. OCP consultation required in respect to the proposed funding strategy is set out under the City’s OCP Bylaw Preparation Consultation Policy No. 5043, including provisions for consultation with the Vancouver International Airport Authority (VIAA) and School District No. 38 (Richmond). Details of the proposed funding strategy and the related OCP consultation shall be undertaken via Concord Pacific’s rezoning application for its Capstan Village property east of Sexsmith Road (RZ 06-349722). No additional OCP consultation regarding the station funding strategy is required as part of the subject rezoning.

Subject Rezoning: In addition to consultation specific to the proposed Capstan station funding strategy (OCP Amendment Bylaw No. 8837), the following consultation has been undertaken specifically in regard to the subject rezoning application

- a) Ministry of Transportation & Infrastructure (MOTI): Consultation with MOTI is required because traffic generated by the development and its neighbours could impact the operation of Sea Island Way, a designated Provincial highway. A letter of approval in principle has been received from MOTI in regard to the subject application and conceptual master plan for the surrounding block. Final MOTI approval is required prior to rezoning adoption.
- b) School District: City policy regarding consultation with School District No. 38 (Richmond) applies in the case of an OCP amendment that is expected to generate 50 or more additional school-aged children (i.e. roughly 259 additional multi-family dwellings). On this basis, no consultation with the Richmond School District is required because the subject application’s proposed OCP/CCAP amendment serves to relocate areas designated for future park and road without any increase in buildable residential floor area. (Note that the subject application will be provided to the School District, as a courtesy, for information purposes.)
- c) Neighbour: The applicant has provided its neighbour, Concord Pacific, with drawings illustrating the subject development, a conceptual master plan for the block bounded by Capstan Way, No. 3 Road, Sea Island Way, and Sexsmith Road (**Attachment 7**), together with the conceptual design for Concord Pacific’s abutting property west of the subject site as noted above. (**Attachment 10**) A letter of support in principle has been received from Concord Pacific on the understanding that the conceptual master plan and conceptual design for Concord Pacific’s property west of the subject site are reasonable guides for future development, but may be refined as the design and development of the affected properties proceed. (**Attachment 8**)
- d) General Public: Signage is posted on-site to notify the public of the subject application. At the time of writing this report, no correspondence regarding the subject application had been

received. The statutory Public Hearing will provide local property owners and other interested parties with additional opportunity to comment.

Staff Comments

Based on staff's review of the subject application, including the applicant's engineering capacity analysis, transportation impact analysis, conceptual master plan for the block, conceptual design for Concord Pacific property west of the subject site, and the preliminary design for the applicant's anticipated second phase of development north of the subject site, staff are supportive of the subject rezoning provided that the applicant fully satisfies the Rezoning Considerations set out in **Attachment 9**. In addition, staff note the following:

- a) **Servicing Agreement Requirements:** Prior to rezoning adoption, the developer shall be required to enter into a Servicing Agreement (SA) for the design and construction, at the developer's sole cost, subject to applicable Development Cost Charge (DCC) credits as determined by the City, of full upgrades across the subject site's street frontages, together with construction of a sanitary pump station and various other engineering, transportation, and park works.
 - Prior to rezoning adoption, all works identified via the SA must be secured via a Letter(s) of Credit, to the satisfaction of the Director of Development, Director of Engineering, Director of Transportation, and Senior Manager, Parks.
 - No phasing of off-site works will be permitted. All works shall be completed prior to final Building Permit inspection granting occupancy for Phase 1 of the subject development, EXCEPT as otherwise specifically provided for, to the satisfaction of the City and at its sole discretion, via "no development" covenants or other legal agreements registered on the subject site.
 - Development Cost Charge (DCC) credits may apply, as determined by the Director of Development, Director of Transportation, and Senior Manager, Parks.
- b) **Sanitary Pump Station:** Design and construction of the sanitary pump station proposed for the north side of Capstan Way, as set out in the Engineering Servicing Agreement requirements forming part of these Rezoning Considerations for the subject site. The sanitary pump station services a significant area of development. While design and construction of the pump station will be a requirement of any development within the catchment area served by the proposed Capstan Way sanitary pump station, the City's objective is to have an equitable distribution of costs to the benefiting properties to the extent possible using available tools such as latecomer agreements or developer cost sharing agreements.

Analysis

The subject application proposes rezoning of the subject site to Residential/Limited Commercial (RCL4) to permit the development of a high-rise, high-density residential project. Staff's review of the applicant's proposal, key City policies, and related considerations are summarized under the following sub-headings:

1. Conceptual Master Plan
2. Proposed Rezoning

1. CONCEPTUAL MASTER PLAN

1.1. Background:

In May 2007, Council gave third reading to a rezoning application (RZ 03-254977) made on behalf of the three owners of the block bounded by Capstan Way, No. 3 Road, Sea Island Way, and

Sexsmith Road (Sun Tech City, Concord Pacific, and Pinnacle International – the latter of which is the subject developer) to permit the construction of a mixed-use, high-density, transit-oriented neighbourhood. As part of the rezoning, the owners proposed to voluntarily contribute \$15 million towards the construction of the Capstan Canada Line station, which was the estimated cost of the station at that time. The rezoning proposed a net average density of 3.6 FAR (i.e. net of roads, park, and above grade parking) and approximately 210,000 m² (2.3 million ft²) of development, including:

- 177,860 m² (1.9 million ft²) of residential (+/-2,100 units);
- 39,355 m² (400,000 ft²) of commercial; and
- 5,868 m² (1.45 ac) of park.

Work undertaken via the rezoning process was used as a basis for the CCAP Generalized and Specific Land Use Maps with regard to the distribution of roads, parks, and development parcels; however, a lower density is identified in the CCAP (i.e. 2 FAR net, together with a 1 FAR commercial bonus near No. 3 Road), as the original development proposal was predicated on the three owners solely funding the construction of Capstan station.

Following Public Hearing, issues arose in regard to the differing interests of the three owners which could not be resolved and, as a result, in March 2009, the rezoning application was closed. The subject rezoning (RZ 10-544729), is the first new application for the affected area since that time.

1.2. Preferred Master Plan Concept:

In light of the challenges that faced the previous rezoning involving the subject site, staff requested that, as part of the current rezoning application, the applicant prepare a conceptual master plan for the block bounded by Capstan Way, No. 3 Road, Sea Island Way, and Sexsmith Road. In addition, staff asked that the plan:

- Support CCAP objectives with regard to parks, roads, land use, and related factors;
- Take into account the proposed Capstan station (0.5 FAR) density bonus; and
- Identify a land use strategy by which the two current owners of the block, Pinnacle International and Concord Pacific, might be able to largely pursue the development of their lands independently of one another.

A comparison of the block's original rezoning application (RZ 03-254977), the existing CCAP (as adopted in 2009), and the applicant's proposed "master plan concept" (illustrated in **Attachment 7**) is provided in the table below. The areas of road, park and net site area are shown to be constant for all three options; however, actual areas may vary as a result of more detailed future planning and City development approval processes.

	RZ 03-254977 (Closed)		Existing CCAP (Adopted 2009)		“Master Plan Concept”, including the Capstan Station 0.5 FAR Bonus	
Gross Site Area	69,651 m2 (17.2 ac)					
Park & Road	11,818 m2 (2.9 ac), including 5,868 m2 (1.45 ac) of dedicated park					
Net Site Area	57,833 m2 (14.3 ac)					
Buildable Area	FAR	Floor Area	FAR	Floor Area	FAR	Floor Area
• Residential	3.1 average	177,860 m2 1.9 million ft2	2.0 max.	115,666 m2 1.3 million ft2	2.0 + 0.5 bonus = 2.5 max.	144,583 m2 1.6 million ft2
• Commercial	0.68 average	39,355 m2 0.4 million ft2	1.0 max. (0.68 average)	39,355 m2 0.4 million ft2	1.0 max. (0.68 average)	39,355 m2 0.4 million ft2
• Total	3.6 average	210,000 m2 2.3 million ft2	2.7 average	155,000 m2 1.7 million	3.1 average	183,938 m2 2.0 million ft2
	+/-2,100 dwellings		+/-1,400 dwellings		+/-1,700 dwellings	

	RZ 03-254977 (Closed)	Existing CCAP (Adopted 2009)	"Master Plan Concept", including the Capstan Station 0.5 FAR Bonus
Affordable Housing	4,635 m ² (50,000 ft ²)* *Prior to adoption of Richmond's Affordable Housing Strategy	5,783 m ² (62,253 ft ²)* *As per Richmond's Affordable Housing Strategy	7,229 m ² (77,817 ft ²)* *As per Richmond's Affordable Housing Strategy
Capstan Station Voluntary Developer Contribution	\$15 million	No funding strategy	+/- \$13.3 million As per Capstan Density Bonus policy @ \$7800/unit (2010 rate)
Additional Public Open Space	Varies	Varies	8,500 m ² (2.1 ac) min. As per Capstan Density Bonus policy @ 5 m ² /unit

Based on staff's review of the three options, the "master plan concept" is preferred on the basis that it provides greater openness towards No. 3 Road and co-locates the proposed station, pedestrian-oriented retail uses, and park space to create a stronger, more attractive, transit-friendly neighbourhood focus. Furthermore the proposed "master plan concept" distributes park and roads to better reflect existing land ownership patterns, thus, better enabling the block's owners to advance the independent development of their lands without compromising the objectives of the CCAP; and, as compared to the previous rezoning proposed for the block (RZ 03-254977):

- Developer contributions towards funding of Capstan station are similar (i.e. the "master plan concept" results in +/- \$13.3 million based \$7,800/dwelling, but this rate will be increased annually with CPI and the actual contribution may approach \$15 million);
- Affordable housing increases by 50+% (based on the Affordable Housing Strategy); and
- The 5,868 m² (1.45 ac) of dedicated park required under the CCAP would be supplemented by an additional 8,500 m² (2.1 ac) of public open space, secured via right-of-ways or other means satisfactory to the City. This supplemental open space is in addition to the City Centre's base-level park standard and is based on a rate of 5 m² (54 ft²) per dwelling in respect to developments benefiting from the proposed Capstan Station (0.5 FAR) Bonus.

Based on this, staff recommend amending the CCAP "Specific Land Use Map: Capstan Village (2031)" and related maps and text to reflect the proposed road, park, and land use distribution as generally illustrated in the "master plan concept".

2. PROPOSED REZONING

The subject application proposes to rezone a 7,341 m² (1.81 ac) site on the northwest corner of Capstan Way and Sexsmith Road to permit high-rise, high density residential development. The rezoning application was submitted in 2010 when the subject developer, along with two other developers, the City, and TransLink, were working to determine a viable funding strategy for the construction of Capstan station. The proposed rezoning complies with the CCAP and requires no OCP amendment, with the exception of that already discussed in respect to the "conceptual master plan" for the block in which the site is located. In addition, the subject development complies with the proposed Capstan station (0.5 FAR) density bonus policy. More specifically, the subject rezoning responds to existing City policies and studies as follows:

2.1. Capstan Station Bonus:

The developer proposes to comply with the station funding policy with regard to Capstan Station Reserve contributions and additional public open space.

- Estimated Capstan Station Reserve Contributions:*** As per proposed City policy, the developer proposes to voluntarily contribute an estimated \$1.56 million towards station construction, to be paid to the Capstan Reserve prior to Building Permit (BP) issuance.

Covenants will be registered on title to ensure that funds are contributed prior to BP issuance as proposed.

- b) ***Parks & Public Open Space***: As per proposed City policy, the developer proposes to voluntarily contribute:

- **Additional Public Open Space**: A minimum of 1,000 m² (0.25 ac) of public open space, secured via rights-of-ways, for the provision of public walkways, greenways, and landscaped areas. (**Attachment 10**) This open space is intended to supplement Capstan Village's CCAP base-level park standards, and provides for, among other things, an 8.2 m (27 ft) wide landscaped walkway along the site's west edge, which will be widened and extended north by adjacent future development (including the subject developer's anticipated second phase of development) to provide an important pedestrian link between Capstan Way and the future Capstan station and adjacent neighbourhood park. Detailed design and construction of the open space will be managed via the City's standard Servicing Agreement and Development Permit processes, to the satisfaction of the Senior Manager, Parks and the Director of Development.
- **"Temporary Park"**: To ensure the timely provision of adequate public open space (given the area's current lack of park space for residents), developers who benefit from the Capstan 0.5 FAR density bonus shall be required to provide temporary public open space for an interim time to bridge the period between the completion of the developer's residential units and the establishment of the CCAP's proposed permanent neighbourhood park closest to the development site. It is intended that this approach apply to:
 - i) Large rezoning applications, for which the developer is constructing little or no permanent CCAP park space in the project's initial phase(s); and
 - ii) Smaller rezoning applications – such as the subject rezoning – for which the developer is constructing no permanent CCAP park space, but where the developer has large land holdings in Capstan Village facilitating the temporary provision of public open space to the satisfaction of the City.

In light of this, the developer has agreed to voluntarily establish a roughly 4,047 m² (1.0 ac) "temporary park". The proposed public open space will be designed, constructed, and maintained, at the sole cost of the developer, to help ensure that residents of Capstan Village in general and the subject site in specific will have convenient access to attractive public open space amenities complementary to on-site outdoor residential amenity space in advance of the completion of the City's acquisition and construction of adequate permanent neighbourhood park space within the area bounded by No. 3 Road, Sea Island Way, Sexsmith Road, and Capstan Way. The design of the temporary open space is intended to take advantage of opportunities to retain and enhance existing trees and landscape features within the developer's lands in order to create a "green sanctuary" offering residents a quiet, accessible place to sit, walk, run, and play. Design and construction of the open space will be managed via the City's standard Servicing Agreement and Development Permit processes, to the satisfaction of the Senior Manager, Parks and the Director of Development. The proposed temporary public open space and related right-of-way(s) and legal agreement(s) will remain in effect until such time as the block's permanent CCAP neighbourhood park is established to the satisfaction of the City.

2.2. Transportation:

The subject development proposes to comply with the CCAP and Capstan station bonus-related policies, including:

- Road works include widening along Capstan Way and Sexsmith Road, together with various related improvements, including off-street bike paths separated from pedestrian traffic along both frontages.
- A driveway and recycling pick-up will be permitted temporarily along Sexsmith Road, until the subject developer's lands north of the subject site are redeveloped, as per the preliminary design reflected in **Attachment 10**. Covenants and cross-access easements registered on title will facilitate future closure of the driveway and removal of the loading area at the developer's sole cost.
- The developer's proposed parking is designed to comply with proposed Zoning Bylaw amendments for Capstan Village (proposed in respect to the Capstan Station Bonus, under a separate report), intended to provide for a transition from higher parking space requirements today ("Zone 2") to lower requirements ("Zone 1") as the station nears completion.

2.3. Affordable Housing: As per Richmond's Affordable Housing Strategy and the CCAP "affordable housing bonus", the developer has voluntarily agreed to provide 780 m² (9,363 ft²) of affordable (low end market rental) housing, including 13 units (7 one-bedroom and 6 two-bedroom). The affordable housing will be constructed at the developer's sole cost, and secured, prior to rezoning adoption, via the City's standard Housing Agreement(s). Construction of the affordable housing units shall satisfy Richmond Zoning Bylaw requirements for Basic Universal Housing and will be complete prior to final Building Permit inspection granting occupancy for the developer's market units.

2.4. District Energy Utility (DEU): The CCAP encourages the coordinated planning of City infrastructure with the aim of advancing opportunities to implement environmentally responsible services. Areas undergoing significant change, such as Capstan Village, are well suited to this endeavour. In light of this, staff recommend, and the developer has agreed, that the developer will build 100% of the subject development to facilitate its connection to a DEU system (with the understanding that the utility will be constructed by others).

2.5. Leadership in Energy and Environmental Design (LEED): The CCAP requires that all rezoning applications greater than 2,000 m² in size demonstrate compliance with LEED Silver (equivalency) or better, paying particular attention to features significant to Richmond (e.g., green roofs, urban agriculture, DEU, storm water management and quality). The developer has provided a preliminary LEED Checklist indicating compliance with this policy. In particular, the developer's preliminary design indicates that a minimum of 51% of the project's rooftops will be green roofs, including a combination of inaccessible planted areas and accessible planted areas intended for the uses of residents. The developer will continue to work with staff to fine tune the proposed green building strategy via the project's Development Permit approval process.

2.6. Aircraft Noise Sensitive Development Policy (ANSND): The subject site is located in ANSD "Area 3": Moderate Aircraft Noise Area, which permits all aircraft noise sensitive land uses, provided that a restrictive covenant is registered on title, acoustics reports are prepared at Development Permit and Building Permit stages identifying appropriate noise attenuation measures and confirming their implementation via the building design, mechanical ventilation, and air conditioning capability or equivalent. The required covenant(s) will be

registered prior to rezoning adoption, and other requirements will be satisfied prior to Development Permit and Building Permit issuance, as required.

- 2.7. **Public Art:** Richmond policy encourages developers to voluntarily contribute towards public art, especially in the case of projects, such as the subject development, which are situated in the CCAP's designated "arts district". In light of this, the developer has voluntarily offered to contribute \$106,745 (i.e. \$0.60/ft² per buildable square footage, excluding affordable housing) in the form of a cash contribution to the City's public art reserve fund for the future provision of public art within the proposed neighbourhood park situated adjacent to the planned Capstan Canada Line station. When the City determines that public art initiative(s) in respect to the neighbourhood park should proceed, the developer shall be invited (but not required) to participate in the public art selection process.
- 2.8. **Tree Retention & Replacement:** Richmond's Tree Protections Bylaw aims to sustain a viable urban forest by protecting trees with a minimum diameter of 20 cm (DBH (i.e. 1.4 m above grade) from being unnecessarily removed and setting replanting requirements. The developer's proposal satisfies the City policy. Moreover, via Development Permit and Servicing Agreement design stages in respect to roads and public open space, the developer will prepare detailed landscape plans addressing tree retention, replacement, and additional tree planting opportunities.

Tree Location	Existing Trees	Trees Retained	Trees Relocated (1)	Trees Removed/Replaced		
				Trees Removed	Replacement Trees	Min. Caliper of Replacement Deciduous Trees
On-Site	22	2 (#2113 & #2114, in west walkway)	0	18	36	6 – 10 cm
				2	4	15 cm
3371 Sexsmith Road Owned by the developer for future development	10	N/A	N/A	10	20	6 – 10 cm
Off-Site Road right-of-way	13	0	9 (2)	2 (4)	2	Value @ 6 cm
				2 (4)	4	\$3,900 6+ cm
Total	45	2	9	34	66 (3)	Varies

(1) Trees shall be relocated at the sole cost of the developer. If it is determined to the satisfaction of the Manager, Park Operations that one or more of the trees identified for relocation shall instead be removed/replaced, 2 replacement trees shall be planted for each tree removed.

(2) Existing Capstan Way street trees.

(3) Street trees required to be planted by the developer along Capstan Way and Sexsmith Road via the subject development's Servicing Agreement* shall be in addition to the replacement trees indicated in the table.

(4) Off-site trees that may be removed include:

- for replacement @ 1:1: #2070 & #2068

- for replacement @ 2:1: #2069 & #2011

If required replacement trees cannot be accommodated on-site, a cash-in-lieu contribution is required for off-site replacement tree planting:

- For "On-Site" and "3371 Sexsmith Road": \$500/tree, payable to the City's Tree Compensation Fund; and
- For "Off-Site (Road right-of-way)": \$650/tree, payable to Richmond Parks.

- 2.9. **Flood Management Strategy:** The CCAP encourages measures that will enhance the ability of developments to adapt to the effects of climate change (e.g., sea level rise). To this end, the Plan encourages City Centre developers to build to the City's recommended Flood Construction Level (FCL) of 2.9 m geodetic and minimize exemptions, wherever practical. The developer intends on complying with the recommended FCL of 2.9 m geodetic; however, via the Development Permit review process, the developer plans to explore whether

limited FCL exemptions (i.e. to 0.3 m / 1.0 ft above the crown of the fronting street, as permitted under City bylaw) in respect to the commercial portion of some townhouse-style live/work units may be desirable along Capstan Way to help facilitate the development's provision of a more attractive, pedestrian-friendly interface with the Capstan greenway.

- 2.10. Community Planning: As per CCAP policy, the developer proposes to voluntarily contribute \$44,477 (i.e. \$0.25/ft² of buildable square footage, excluding affordable housing) to the City's community planning program reserve fund.
- 2.11. Development Phasing: The developer does not anticipate phasing the subject development; however, should this change the developer shall be required to provide all of the project's indoor residential amenity space in the first phase and covenants shall be registered prior to rezoning adoption requiring that:
 - There shall be a maximum of two phases; and
 - On a phase-by-phase basis final Building Permit inspection granting occupancy shall not be granted until such time as construction of a proportional share of the required affordable housing subject to a Housing Agreement(s) is complete and has received final Building Permit inspection granting occupancy (i.e. the combined habitable floor area of affordable housing units shall comprise at least 5% of the subject development's residential building area in each phase), as determined to the satisfaction of the City.
- 2.12. Form of Development: The developer proposes to construct high-rise, high-density residential uses on the subject site as the first phase of a two-phase project, which will involve the developer's future rezoning of lands abutting the north boundary of the subject site as shown in the proposed development concept in **Attachment 10**. The developer's proposed form of development, which is a combination of streetwall-type buildings and a single tower, generally conforms to CCAP Development Permit (DP) Guidelines. In particular, the development has successfully demonstrated:
 - A strong urban concept providing for high-density buildings in a pedestrian-friendly environment;
 - Variation in building height and massing providing for an attractive mid-rise building typology and a varied, visually interesting skyline; and
 - Streetwall forms and articulation that frame the fronting streets, visually break up long streetwalls, and contribute towards a distinctive, urban streetscape character.

DP approval to the satisfaction of the Director of Development will be required prior to adoption of the subject rezoning. At DP stage, attention should be paid to the following key considerations:

- The interface between street-fronting units and the finished grade of the abutting pedestrian areas should be explored to ensure that the right "balance" between the need for residential privacy and a pedestrian-friendly public realm is achieved, especially with regard to whether limited Flood Construction Level exemptions (i.e. from 2.9 m / 9.5 ft geodetic to 0.3 m / 1.0 ft above the crown of the fronting street, as permitted under City bylaw) should be permitted in respect to the commercial portion of some townhouse-style live/work units along the Capstan greenway;
- The public open space design must balance the desire to create an attractive, quiet setting for the development's residential uses (e.g., landscape buffers) with the demands of creating inviting, engaging outdoor spaces for daily, active (e.g., noisy), public use and making the maintenance of the public open space cost effective over the long term for the property owners;

- The special character of the City Centre's proposed "arts district" should be expressed in the street frontages (e.g., form, colour, durable materials, landscape design) and elsewhere across the site, to enhance the identity of the subject development in particular and Capstan Village as a whole; and
- The interface between residential development on the subject site and future neighbouring development, especially with regard to potential view blockage and related impacts arising as a result of future towers north and west of the subject site. (Note: Prior to DP issuance for the subject development, a covenant should be registered on the subject site notifying residents of the above.)

Financial Impact or Economic Impact

- a) Developer's Acquisition of City Lands: To facilitate the subject rezoning, the developer proposes to acquire 3391 Sexsmith Road and a 251 m² portion of unopened City lane on the north side of Capstan Way between Sexsmith Road and No. 3 Road from the City for consolidation with the developer's property at 3411 Sexsmith Road. Prior to rezoning adoption, as set out in the Rezoning Considerations (**Attachment 9**), the developer shall be 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 the road closure bylaw in respect to the lane, will be brought forward for consideration by Council in a separate report from the Manager, Real Estate Services. All costs associated with the purchase and sales agreement shall be borne by the developer.
- b) Sanitary Pump Station: Design and construction of the sanitary pump station proposed for the north side of Capstan Way, as set out in the Engineering Serving Agreement requirements forming part of these Rezoning Considerations for the subject site. The sanitary pump station services a significant area of development. While design and construction of the pump station will be a requirement of any development within the catchment area served by the proposed Capstan Way sanitary pump station, the City's objective is to have an equitable distribution of costs to the benefiting properties to the extent possible using available tools such as latecomer agreements or developer cost sharing agreements.
- c) Subject Rezoning: The subject rezoning application (RZ 10-544729) is one of the first of several pending rezonings in Capstan Village and is expected to voluntarily contribute a total of \$1.56 million towards the Capstan Station Reserve. In addition, the subject developer has agreed to voluntarily contribute towards park development, public art, community planning, and affordable housing.

Conclusions

The subject development is consistent with Richmond's objectives for the subject property and Capstan Village, as set out in the City Centre Area Plan (CCAP) and proposed in respect to funding of the future Capstan Canada Line station. The proposed project's distinctive, mid-rise streetwall form, varied building heights, pedestrian-oriented streetscapes, and publicly accessible open space

will complement the establishment of Capstan Village as a high-amenity, transit-oriented, urban community. On this basis, staff recommend support for the subject rezoning and related bylaws.

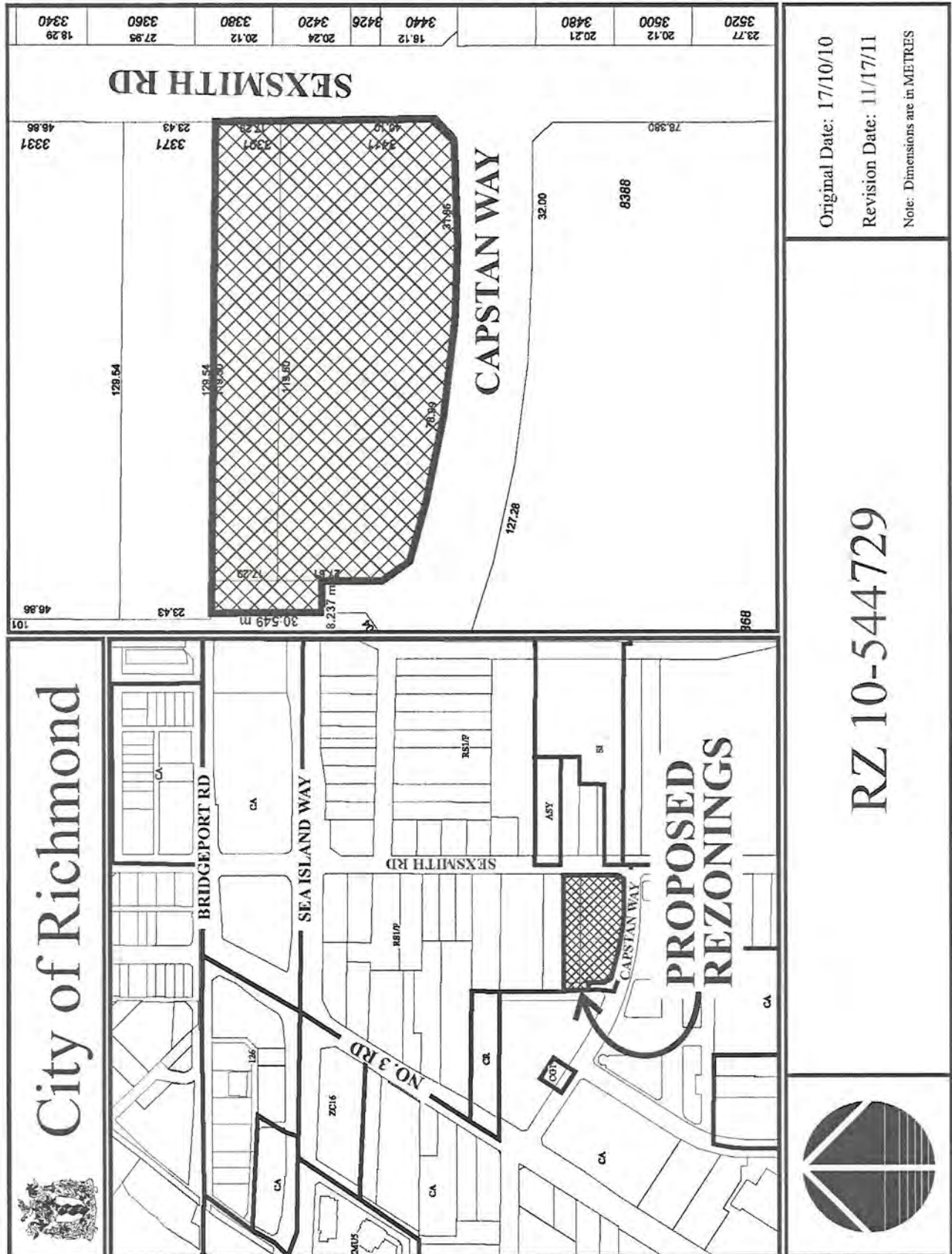


Suzanne Carter-Huffman
Senior Planner/Urban Design

SPC:spc

Attachments:

1. Location Map
2. Aerial Photograph
3. Aircraft Noise Sensitive Development (ANSI) Map
4. City Centre Area Plan Specific Land Use Map: Capstan Village (2031)
5. Development Application Data Sheet
6. Existing Property Ownership
7. Conceptual Master Plan
8. Letter of Concurrence: Concord Pacific
9. Rezoning Considerations
10. Development Concept (including conceptual drawings for adjacent development)



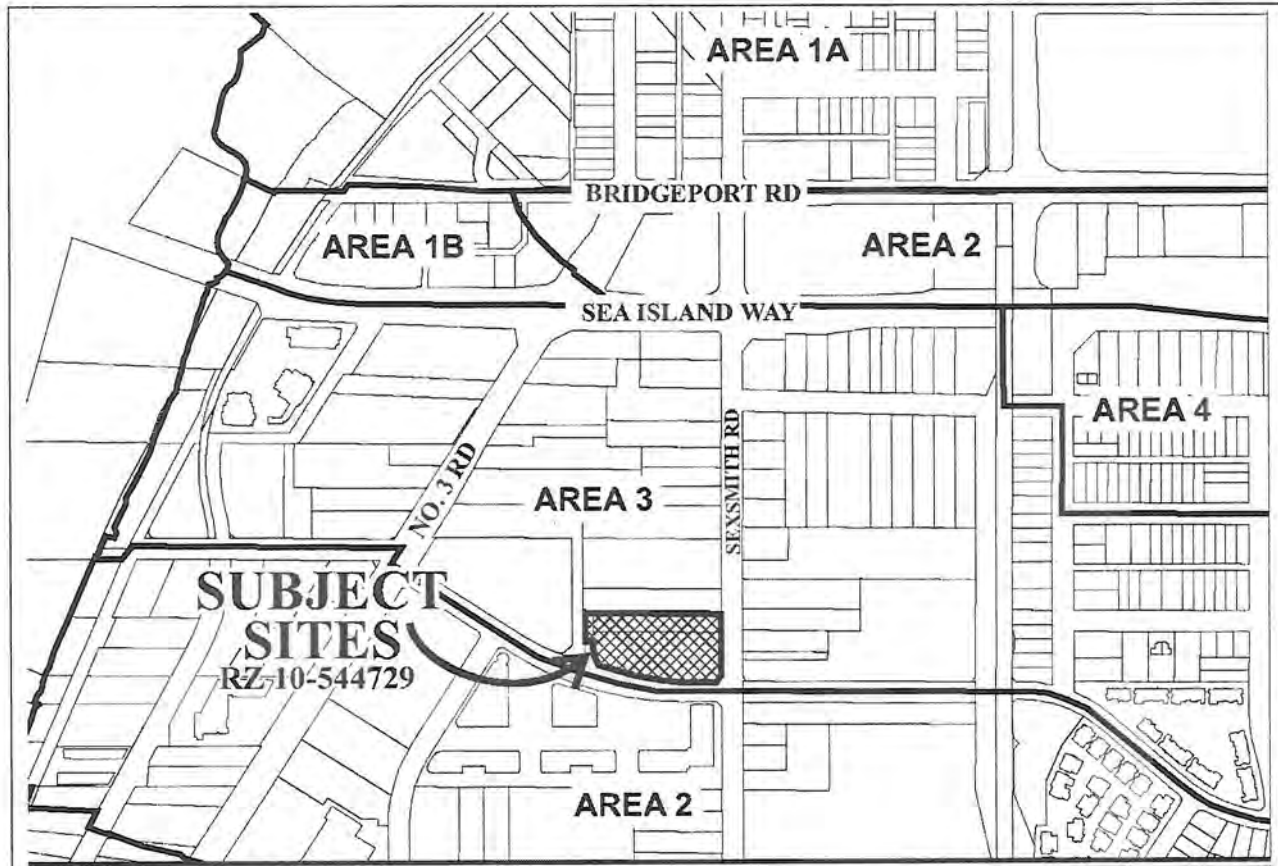


RZ 10-544729

Original Date: 09/10/10

Amended Date: 11/18/11

Note: Dimensions are in METRES



LEGEND

Aircraft Noise Sensitive Development Policy (ANSD) Areas
(see Aircraft Noise Sensitive Development Policy Table)

No New Aircraft Noise Sensitive Land Uses:

AREA 1A - New Aircraft Noise Sensitive Land Use Prohibited.

AREA 1B - New Residential Land Uses Prohibited.

Areas Where Aircraft Noise Sensitive Land Uses May be Considered: Subject to Aircraft Noise Mitigation Requirements:

AREA 2 - All Aircraft Noise Sensitive Land Uses (Except New Single Family) May be Considered (see Table for exceptions).

AREA 3 - All Aircraft Noise Sensitive Land Use Types May Be Considered.

AREA 4 - All Aircraft Noise Sensitive Land Use Types May Be Considered.

No Aircraft Noise Mitigation Requirements:

AREA 5 - All Aircraft Noise Sensitive Land Use Types May Be Considered.



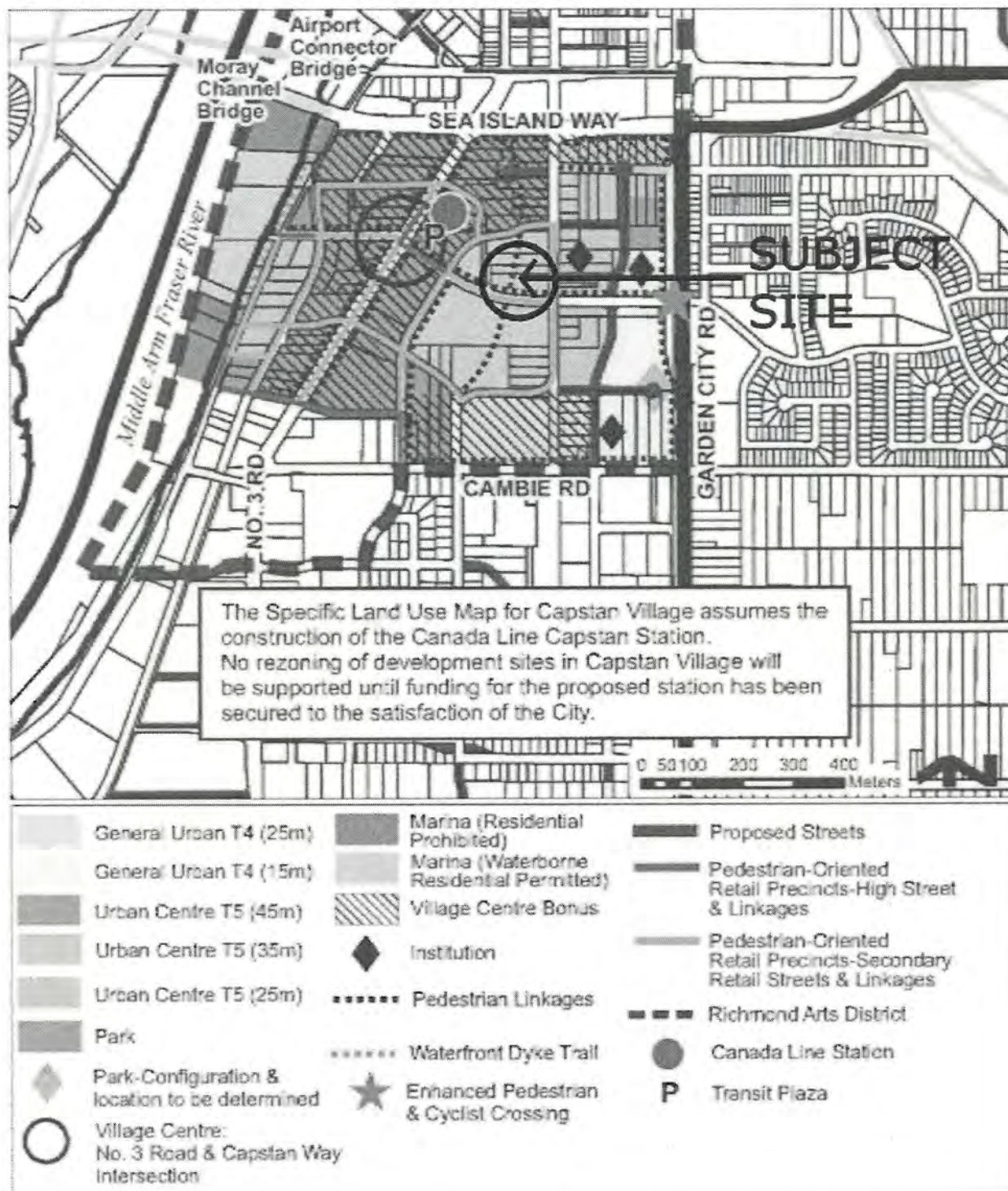
Aircraft Noise Sensitive Development Location Map

Original Date: 09/13/10

Amended Date: 11/18/11

Note: Dimensions are in METRES

Specific Land Use Map: Capstan Village (2031)





City of Richmond

6911 No. 3 Road
Richmond, BC V6Y 2C1
www.richmond.ca
604-276-4000

**Development Application
Data Sheet**

RZ 10-544729

Address: 3391 and 3411 Sexsmith Road and a portion of unopened City lane on the north side of Capstan Way between Sexsmith Road and No. 3 Road

Applicant: Pinnacle International (Richmond) Plaza Inc.

Planning Area: City Centre (Capstan Village)

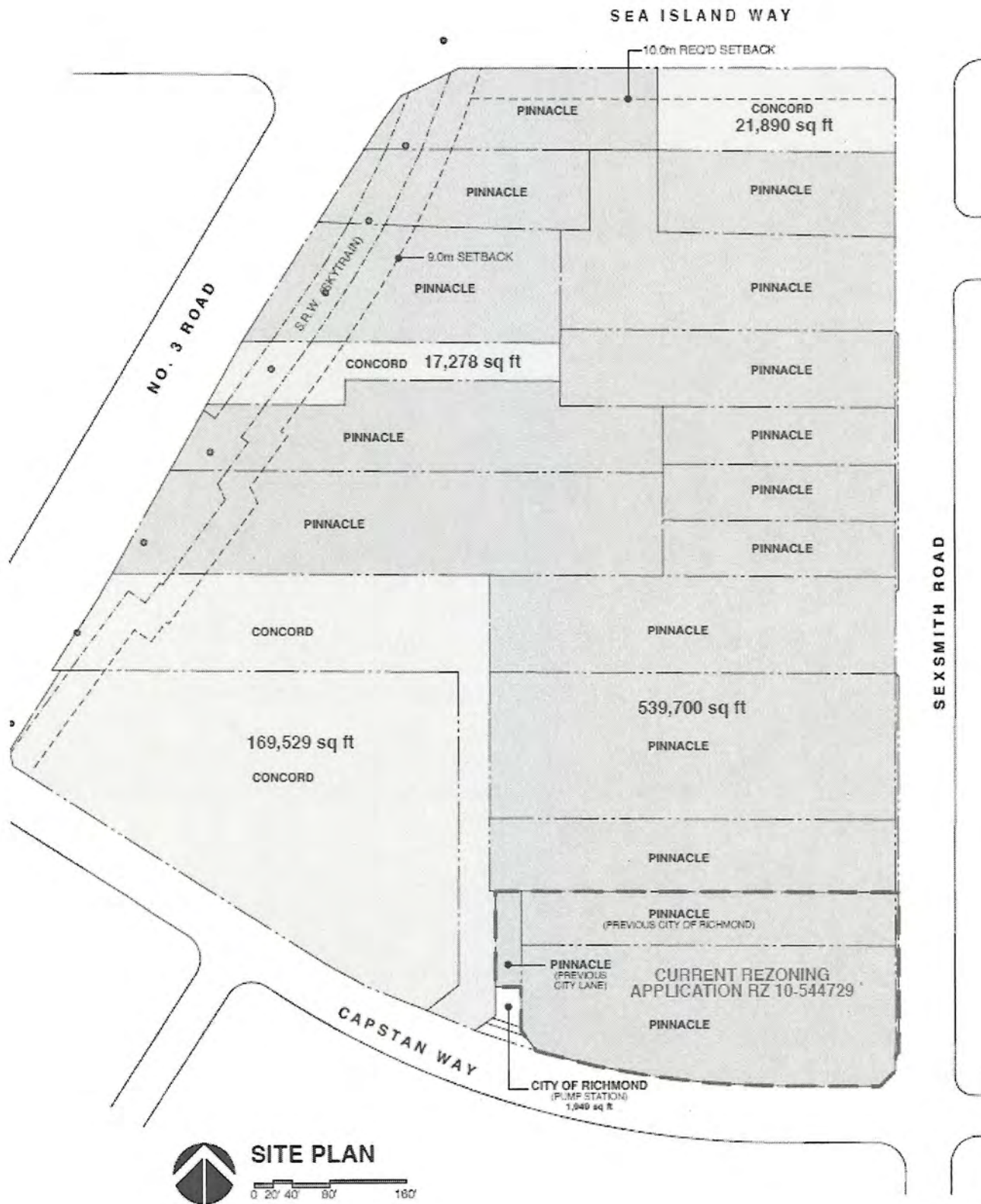
	Existing	Proposed
Owner	<ul style="list-style-type: none"> 0884962 BC Ltd City of Richmond 	<ul style="list-style-type: none"> Pinnacle International (Richmond) Plaza Inc.
Site Size	<ul style="list-style-type: none"> 7,341 m² (79,018 ft²) 	<ul style="list-style-type: none"> Net site: 6,959 m² (74,906 ft²) Road dedications: 382 m² (4,112 ft²)
Land Uses	<ul style="list-style-type: none"> Single-family residential lots (partially vacant) Unopened City lane 	<ul style="list-style-type: none"> High-rise apartment & public open space
OCP Designation	<ul style="list-style-type: none"> Mixed Use 	<ul style="list-style-type: none"> No change; however, an adjacent "Park" designation is relocated
City Centre Area Plan Designation	<ul style="list-style-type: none"> Urban Centre T5 (35 m) (2.0 FAR) 	<ul style="list-style-type: none"> Urban Centre T5 (35 m) (No change) Capstan Station (0.5 FAR) Bonus (CSB) – New Adjacent "Park" and "Proposed Streets" designations are relocated.
Zoning	<ul style="list-style-type: none"> Single Detached (RS1/F) 	<ul style="list-style-type: none"> Residential/Limited Commercial (RCL4), as amended to provide for the Capstan Station (0.5 FAR) Bonus
Number of Units	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> Market residential: 187 (16,528 m² /177,908 ft²) Affordable housing units: 13 (870 m² /9,363 ft²) Total: 200 (17,398 m² /187,271 ft²)
Aircraft Noise Sensitive Development (ANSD)	ANSD "Area 3": Moderate Aircraft Noise Area <ul style="list-style-type: none"> All aircraft noise sensitive land uses may be considered Required provisions include a restrictive covenant on title, acoustics report, noise mitigation, mechanical ventilation, and air conditioning capability or equivalent 	

Development Features	Amended "RCL4" Zone with Capstan Station Bonus	Proposed Development	Variance
Units Per Acre (net)	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> 116 upa 	<ul style="list-style-type: none"> N/A
Floor Area Ratio (net)	<ul style="list-style-type: none"> Base density: 2.0 Capstan Station Bonus: 0.5 Total: 2.5 	<ul style="list-style-type: none"> 2.5 	<ul style="list-style-type: none"> None permitted
Lot Coverage	<ul style="list-style-type: none"> Max. 90% 	<ul style="list-style-type: none"> 86% max. 	<ul style="list-style-type: none"> None
Lot Size (Min.)	<ul style="list-style-type: none"> Width: 45 m (148 ft) Depth: 40 m (131 ft) Area: 4,000 m² (43,057 ft²) 	<ul style="list-style-type: none"> Capstan Way: 127 m (415 ft²) Depth: Varies Area: 6,959 m² (74,906 ft²) 	<ul style="list-style-type: none"> None
Setback @ Road	<ul style="list-style-type: none"> For structures below finished grade: Nil Elsewhere: 6.0 m, but may be reduced to 3.0 m via an approved DP 	<ul style="list-style-type: none"> Varies (3.0 – 6.0 m) 	<ul style="list-style-type: none"> None

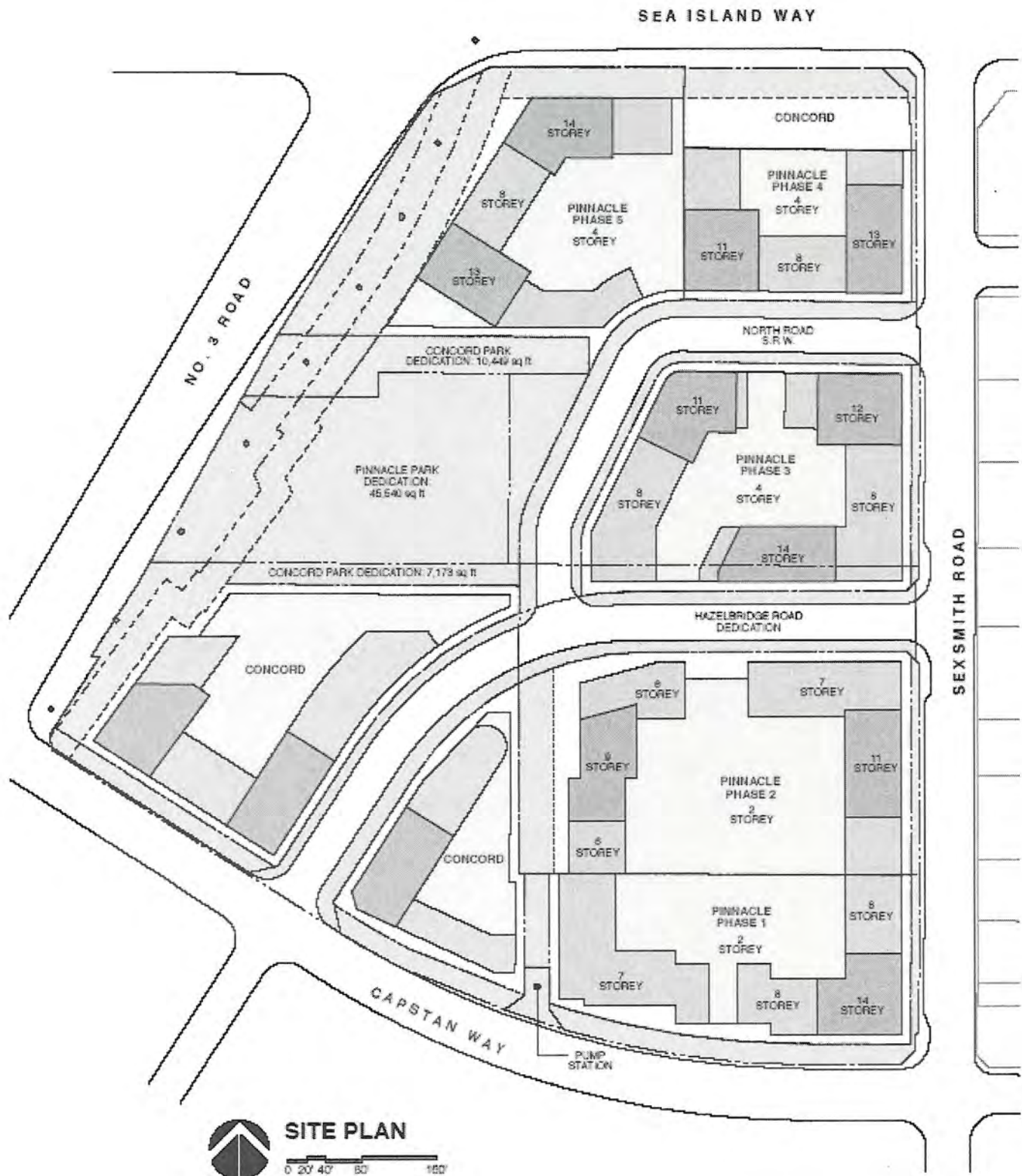
Development Features	Amended "RCL4" Zone with Capstan Station Bonus	Proposed Development	Variance
Setback @ Interior Side Yard	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> West walkway: 8.2+ m North (Phase 2 boundary): Nil 	<ul style="list-style-type: none"> None
Height	<ul style="list-style-type: none"> 35 m, but may be increased to 47 m geodetic via an approved DP 	<ul style="list-style-type: none"> 47 m geodetic 	<ul style="list-style-type: none"> None
Off-street Parking – Market Residential <ul style="list-style-type: none"> Market housing residents (R) Affordable housing residents (AH) Live/work "extra" space (LW) Visitors (V) 	<p>"Zone 1" @ build-out:</p> <ul style="list-style-type: none"> (R) 1.0 space/unit* = 187 (AH) 0.9 spaces/unit* = 12 (LW) 0.5 spaces/unit = 6 (V) 0.2 space/unit* = 40 <p>* 10% reduction permitted as per approved transportation demand measures (TDM)</p>	<ul style="list-style-type: none"> (R) 187 spaces* (AH) 12 spaces (LW) 6 spaces (V) 40 spaces <p>Plus an extra 58 spaces as per the Capstan Village interim (pre-station construction) parking strategy. Extra spaces may be reallocated in future Phase 2.</p>	<ul style="list-style-type: none"> None
Off-street Parking – <ul style="list-style-type: none"> Total 	<ul style="list-style-type: none"> 245 (Zone 1) 	<ul style="list-style-type: none"> 303 (Zone 2/Zone 1) 	<ul style="list-style-type: none"> None
Tandem Parking Spaces	<ul style="list-style-type: none"> Permitted 	<ul style="list-style-type: none"> To be confirmed 	<ul style="list-style-type: none"> None
Amenity Space – Indoor @ 2 m ² /unit (21.5 ft ² /unit)	<ul style="list-style-type: none"> 400 m² (4,306 ft²) 	<ul style="list-style-type: none"> 400 m² (4,306 ft²) 	<ul style="list-style-type: none"> None
Amenity Space – Outdoor <ul style="list-style-type: none"> OCP @ 6 m²/unit (64.6 ft²/unit) CCAP @ 10% net site 	<ul style="list-style-type: none"> OCP: 1,200 m² (12,917 ft²) CCAP: 696 m² (7,491 ft²) Total: 1,896 m² (0.47 ac) 	<ul style="list-style-type: none"> OCP: 1,596 m² (17,181 ft²) CCAP: 882 m² (9,499 ft²) Total: 2,478 m² (0.61 ac) 	<ul style="list-style-type: none"> None
Public Park & Public Open Space <ul style="list-style-type: none"> CCAP Capstan Station Bonus (CSB) @ 5 m² per unit 	<ul style="list-style-type: none"> CCAP: Not required CSB: 1,000 m² (0.25 ac) Total: 1,000 m² (0.25 ac) 	<ul style="list-style-type: none"> On-site: 1,000 m² (0.25 ac)* <p>* Secured via a statutory right-of-way</p>	<ul style="list-style-type: none"> None
Temporary Public Park* <p>* To be replaced by future Public Park, as per the "conceptual master plan"</p>	<ul style="list-style-type: none"> To ensure park space comes on-stream with development 	<ul style="list-style-type: none"> Off-site: 4,047 m² (1.0 ac)* <p>* Secured via a statutory right-of-way on neighbouring land owned by the developer</p>	<ul style="list-style-type: none"> None

Other: Tree replacement compensation required for loss of significant trees.

ATTACHMENT 6
Existing Property Ownership

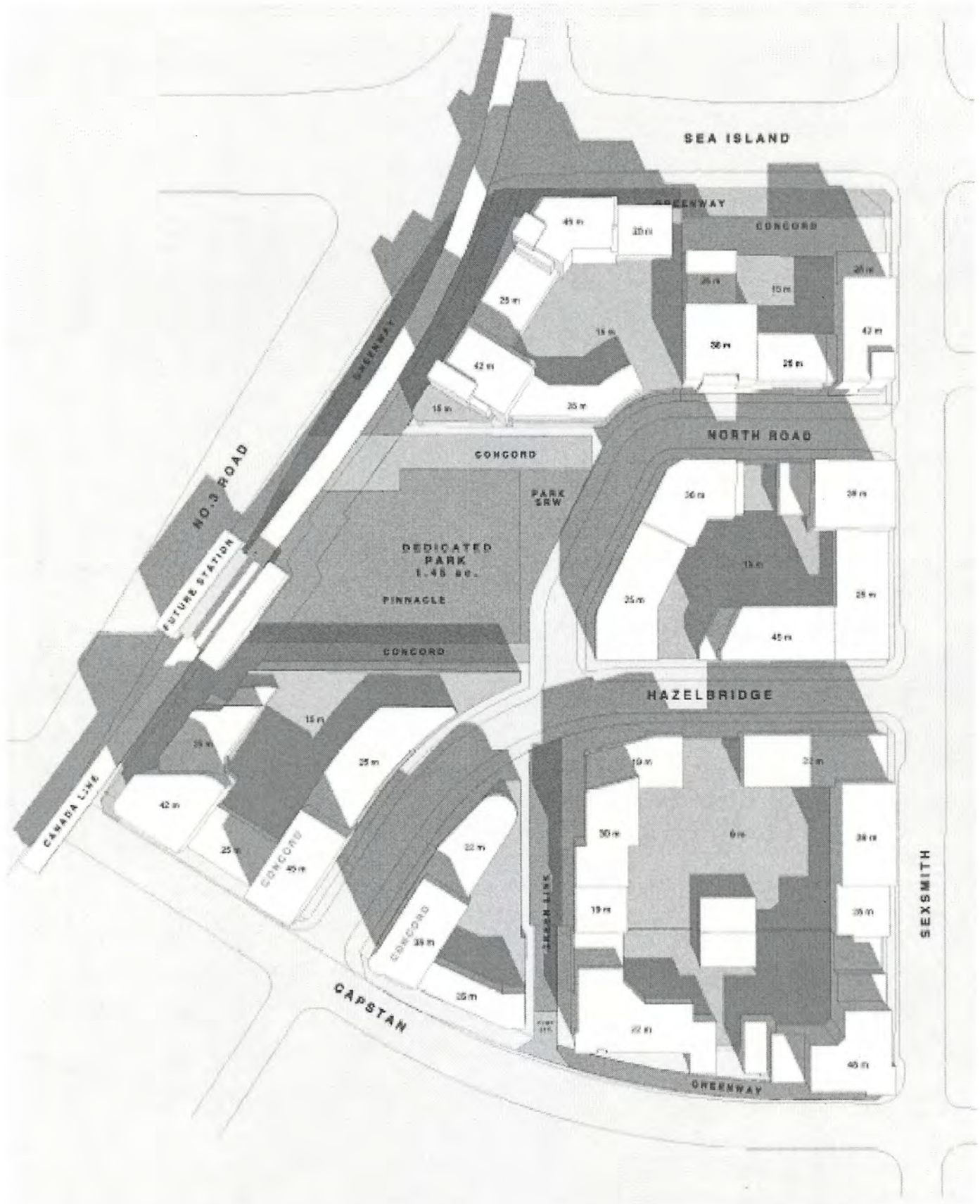


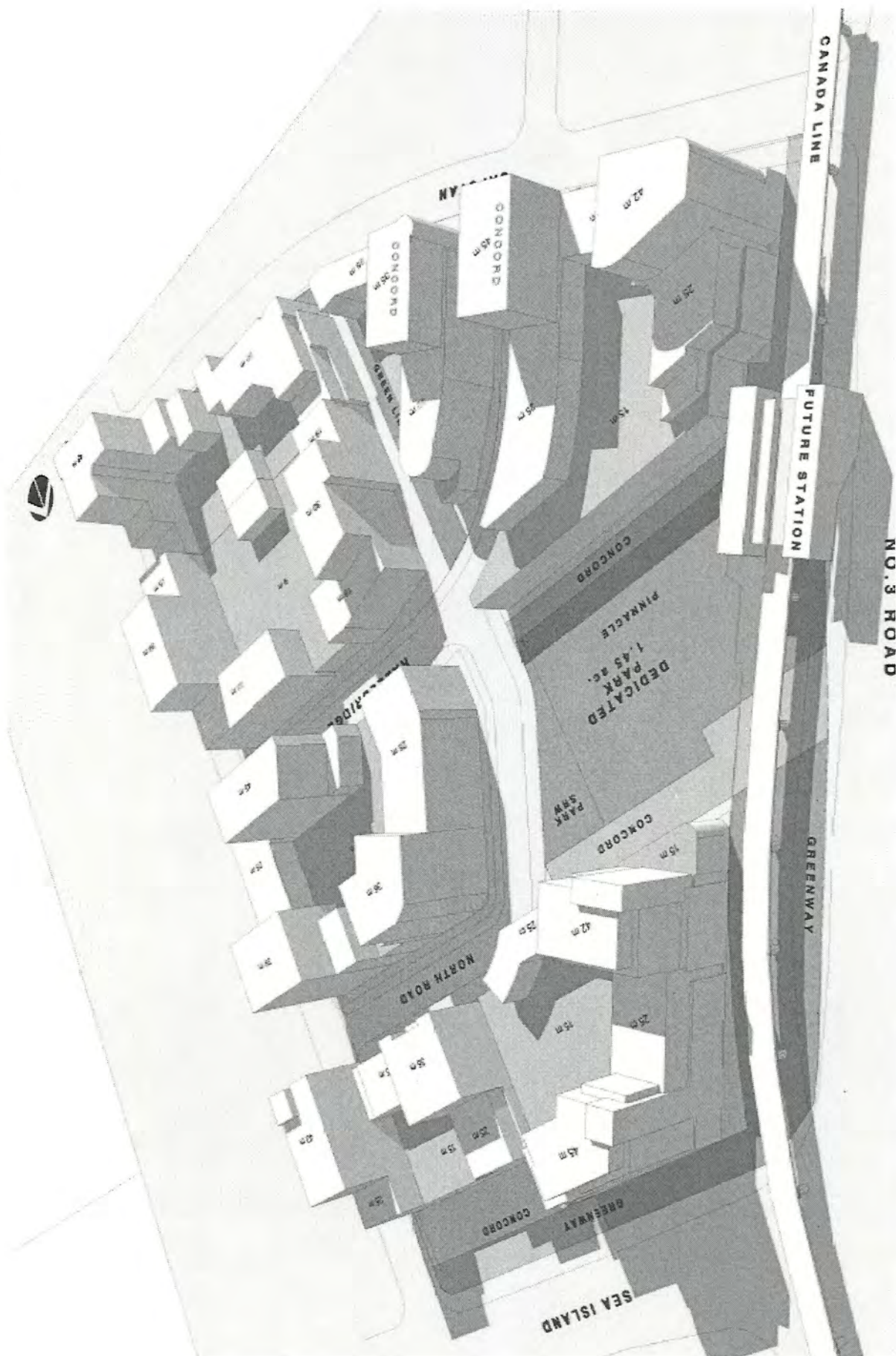
ATTACHMENT 7 Conceptual Master Plan

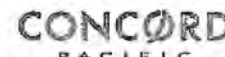


ATTACHMENT 7

Conceptual Master Plan







November 4, 2011

Mr. Brian Jackson
City of Richmond
6911 No. 3 Road
Richmond, BC
V6Y 2C1

Dear Mr. Jackson,

RE: Pinnacle Rezoning Application RZ 10-544729

As you are aware, Concord Pacific has several land holding/assemblies in the Future Capstan Station Village area which are closely related to the above referenced rezoning. We understand that the Pinnacle application is to rezone 3391 & 3411 Sexsmith Road from Rs1 to allow for High Rise residential containing approximately 240 dwellings. We have no concerns with regard to the application at this time. We did receive a projected masterplan option drawing from Pinnacle for our reference and note that it represents one version of a future block development that could work. We point out that many other masterplan solutions for the block could also work. We therefore have no concerns at this time on that item also.

Sincerely,
CONCORD PACIFIC DEVELOPMENTS INC.

A handwritten signature in black ink, appearing to read "P. Webb", with a long horizontal stroke extending to the right.

Peter Webb
Senior Vice-President, Development

December 16, 2011 (REVISED January 4, 2012)

Rezoning Considerations

3391 and 3411 Sexsmith Road, together with a Portion of Unopened City Lane on the North Side of Capstan Way Between Sexsmith Road and No. 3 Road

RZ 10-544729

Rezoning Considerations in respect to RZ 10-544729 include the following schedules:

- A. Preliminary Subdivision Plan
- B. Preliminary Rights-of-Way
- C. Temporary Park Terms of Reference

Prior to final adoption of Zoning Amendment Bylaw 8842, the developer is required to complete the following:

1. Final Adoption of OCP Amendment Bylaw No. 8841.

Adoption of OCP Amendment Bylaw No. 8841 cannot occur until the following are complete:

- Execution of a Memorandum of Understanding between the City of Richmond and TransLink in respect to funding of the Capstan Canada Line station; and
- Final adoption of City bylaws in respect to the establishment of the Capstan Station Bonus Map area in the City Centre Area Plan and related density bonus provisions, to be brought forward for consideration by Council in separate reports, including Reserve Fund Establishment Bylaw No. 8854, OCP Amendment Bylaw No. 8837, and Zoning Amendment Bylaw No. 8839.

2. Provincial Ministry of Transportation & Infrastructure final approval.
3. Registration of a Subdivision Plan for the subject site, to the satisfaction of the City.

Prior to registration of a Subdivision Plan, the following shall be included as conditions to the approval of subdivision:

- 3.1. Acquisition of City lands, including:

- 3.1.1. Council approval of the road closure bylaw for a 251 m² portion of unopened City lane on the north side of Capstan Way between Sexsmith Road and No. 3 Road. (**Schedule A**)
- 3.1.2. Council approval of the sale of the 2,066 m² City-owned lot at 3391 Sexsmith. (**Schedule A**)
- 3.1.3. 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 Manager, Real Estate Services. All costs associated with the purchase and sales agreement shall be borne by the developer.

- 3.2. Road dedications, including:

- 3.2.1. 2.8 m wide along the subject site's entire Capstan Way frontage; and
- 3.2.2. 1.1 m wide along the subject site's entire Sexsmith Road frontage.

- 3.3. Consolidation of all the lots into one development parcel (which will require the demolition of the existing dwelling at 3411 Sexsmith Road).

- 3.4. Granting of Public Right of Passage statutory right-of-ways with a combined total area of at least 1,000.0 m² (based on 200 dwelling units and 5.0 m² per dwelling unit in respect to the Capstan Station Bonus), as per the Preliminary Right-of-Way Plan (**Schedule B**), including:

- 3.4.1. Greenway & Sidewalk: To facilitate frontage improvements providing for public access, including (from the back of curb) a treed and landscaped boulevard, asphalt and concrete bike path, buffer strip, and concrete sidewalk, together with street lighting, furnishings, related landscape features, and innovative, integrated storm water management measures, to the

satisfaction of the City. The required right-of-ways shall have a total combined area of approximately 627 m² and shall include:

- a) 2.6 m wide along the subject site's entire Sexsmith Road frontage;
- b) 4.0 m wide along the subject site's entire Capstan Way (Capstan Greenway) frontage; and
- c) 4.0 m x 4.0 m corner cut at the intersection of the Capstan Way and Sexsmith Road right-of-way areas.

The right-of-ways shall:

- a) Provide for 24 hour-a-day, universally accessible, pedestrian, bicycle, and emergency and service vehicle access, together with related uses, features, and bylaw enforcement;
- b) Prohibit building encroachments above or below finished grade;
- c) Provide for City utilities;
- d) Require the design and construction of the right-of-way to be the sole responsibility of the developer, to the satisfaction of the City; and
- e) Provide for the City to be responsible for maintenance of the right-of-way, except as otherwise provided for via City bylaw.

3.4.2. Pedestrian Pathway & Greenway Widening: To facilitate public access and landscaped areas enhancing the Capstan Greenway and providing the first phase of a pedestrian link (to be extended/widened by others) providing access to future public amenities and destinations north of the subject site. The right-of-way shall include some combination of decorative paving, trees, lighting, furnishings, related landscape features, and innovative, integrated storm water management measures, to the satisfaction of the City. The required right-of-way shall have an area of approximately 373 m², including a pedestrian pathway along the west side of the subject site with an area of 251 m² (situated in the location of the proposed lane closure) and the balance along the north side of the required Greenway right-of-way. The specific location, configuration, and design of the right-of-way will be confirmed via the subject site's Development Permit* and Servicing Agreement* approval processes. The right-of-way shall:

- a) Provide for 24 hour-a-day, universally accessible, pedestrian, bicycle, and emergency and service vehicle access, together with related uses, features, and bylaw enforcement;
- b) Permit building encroachments below finished grade, provided that such encroachments do not compromise public access or the form or character of the walkway and related landscaping or the walkway's interface with fronting buildings on the subject site or adjacent properties, to the satisfaction of the City as specified in a Development Permit (but encroachments shall be prohibited above finished grade);
- c) Not provide for City utilities; and
- d) Require the design, construction, and maintenance of the right-of-way to be the sole responsibility of the developer, to the satisfaction of the City.

4. Granting of a Public Right of Passage statutory right-of-way on lands owned by the developer within the area bounded by No. 3 Road, Sea Island Way, Sexsmith Road, and Capstan Way, but excluding the subject site, to provide for public open space as a means to help ensure that residents of Capstan Village in general and the subject site in specific will have convenient access to public open space amenities in advance of the completion of the City's acquisition and construction of adequate permanent neighbourhood park space within the area bounded by No. 3 Road, Sea Island Way, Sexsmith Road, and Capstan Way. The right-of-way shall:

- 4.1. Provide for the Temporary Park to be designed and constructed, via the City's standard Servicing Agreement * process (secured via Letter(s) of Credit), as per the Temporary Park Terms of Reference (Schedule C), to the satisfaction of the City;

- 4.2. Provide for 24 hour-a-day, universally accessible, public access for pedestrians and cyclists , together with emergency and service vehicles, related park uses and features, and City bylaw enforcement;
 - 4.3. Prohibit building encroachments above finished grade;
 - 4.4. Require the design, construction, and maintenance of the right-of-way to be at the sole cost of the developer, to the satisfaction of the City;
 - 4.5. Upon pre-approval from the City, permit the developer, at the developer's sole cost, to relocate or otherwise alter the right-of-way and Temporary Park works to accommodate building construction and related activities, as determined to the satisfaction of the City; and
 - 4.6. Provide for the right-of-way to remain in effect until permanent neighbourhood park space, the area of which is equal to or greater than that of the Temporary Park, is secured for public use within the area bounded by No. 3 Road, Sea Island Way, Sexsmith Road, and Capstan Way, as generally indicated in the City Centre Area Plan as amended by OCP Amendment Bylaw No. 8841, to the satisfaction of the City.
5. Registration of an aircraft noise sensitive use covenant on title.
 6. Registration of a flood indemnity covenant on title.
 7. Registration of a legal agreement on title requiring that vehicle access to the subject site from fronting streets shall be:
 - 7.1. Limited to one location along Sexsmith Road (i.e. none along Capstan Way), adjacent to the subject site's north property line, as per an approved Development Permit; and
 - 7.2. Closed upon the provision of alternate vehicle access via future development at 3331 and 3371 Sexsmith Road, the cost of which closure shall be at the sole responsibility of the owner (excluding the portion within the dedicated road and related sidewalk widening statutory right-of-way, which shall be the responsibility of the developer of 3331 and 3371 Sexsmith Road).
 8. **(REVISED January 4, 2012)** Registration of a cross access agreement(s), statutory right-of-way(s), and/or alternative legal agreement(s) on title over vehicle and pedestrian circulation and related areas on the subject site in favour of 3331 and 3371 Sexsmith Road, allowing for access for parking, garbage, recycling, loading, and related purposes including, as determined to the satisfaction of the City, shared garbage, recycling, loading, and/or related facilities, effective upon development of the benefitting properties (3331 and 3371 Sexsmith Road).
 9. Registration of a restrictive covenant(s) and/or alternative legal agreement(s) on title, to the satisfaction of the City, on properties owned by the developer at 3331 and 3371 Sexsmith Road securing that "no development" will be permitted and restricting Development Permit* issuance until the developer of 3331 and 3371 Sexsmith Road, to the satisfaction of the City:
 - 9.1. **(REVISED January 4, 2012)** Registers a cross access agreement(s), statutory right-of-way(s), and/or alternative legal agreement(s) on title over vehicle and pedestrian circulation and related areas on 3331 and 3371 Sexsmith Road in favour of the subject site (RZ 10-544729), allowing for access for parking, garbage, recycling, loading, and related purposes including, as determined to the satisfaction of the City, shared garbage, recycling, loading, and/or related facilities; and
 - 9.2. Enters in to Servicing Agreement* for closure of the temporary Sexsmith Road driveway at the subject site (RZ 10-544729), at the sole cost of the developer of 3331 and 3371 Sexsmith Road, limited to the reinstatement of frontage works within the dedicated road and associated (sidewalk widening) statutory right-of-way (e.g., curb, gutter, boulevard, bike path, sidewalk, and related features), secured via a Letter of Credit, to be constructed upon the provision of alternate vehicle and related access via 3331 and 3371 Sexsmith Road.
 10. Registration of a legal agreement on title ensuring that where two parking spaces are provided in a tandem arrangement both parking spaces must be assigned to the same dwelling unit.

11. Registration of a legal agreement on title to ensure that no Building Permit* shall be issued for the subject site, in whole or in part, until the developer contributes a minimum of \$1,560,000 to the Capstan station reserve or as otherwise provided for via the Zoning Bylaw. The actual value of which contribution shall be as provided for via the Richmond Zoning Bylaw and Residential/Limited Commercial (RCL) zone, as amended by Zoning Amendment Bylaw No. 8839 (i.e. \$7,800 per dwelling unit, adjusted annually beginning at the end of September 2011 by any increase in the All Items Consumer Price Index for Vancouver published by Statistics Canada over that Index as at the end of September 2010) or as otherwise provided for via the Zoning Bylaw.
12. Registration of the City's standard Housing Agreement to secure not less than 13 affordable housing (low-end market rental) units, the combined habitable floor area of which shall comprise at least 5% of the subject development's total residential building area (i.e. 869.9 m² /9,363.6 ft²), as specified in a Development Permit* approved by the City. The developer's proposed number of the affordable units and their location on the 3rd, 4th, and 5th floors of the development (i.e. 7 in "west building" and 6 in the "east building", generally near the building cores) shall be confirmed, to the satisfaction of the City, via the Development Permit* approval process. Occupants of the affordable housing units subject to the Housing Agreement shall enjoy full and unlimited access to and use of all on-site indoor and outdoor amenity spaces. All affordable housing units must satisfy Richmond Zoning Bylaw requirements for Basic Universal Housing. The terms of the Housing Agreements shall indicate that they apply in perpetuity and provide for the following:

Unit Type	Number of Units	Minimum Unit Area	Maximum Monthly Unit Rent*	Total Maximum Household Income ¹
1-Bedroom	7	50 m ² (535 ft ²)	\$875	\$35,000 or less ²
2-Bedroom	6	80 m ² (860 ft ²)	\$1,063	\$42,500 or less ²
TOTAL	13	-	-	-

1 Household income may be increased annually by the Consumer Price Index.

2 Denotes 2009 amounts. Amounts may be adjusted periodically as provided for under adopted City policy.

13. Registration of a legal agreement preventing final Building Permit* inspection granting occupancy such that in the event the subject development is phased:
 - 13.1. There shall be a maximum of two phases; and
 - 13.2. On a phase-by-phase basis final Building Permit* inspection granting occupancy shall not be granted until such time as construction of a proportional share of the required affordable housing subject to the Housing Agreement(s) referenced above is complete and has received final Building Permit* inspection granting occupancy (i.e. the combined habitable floor area of affordable housing units shall comprise at least 5% of the subject development's residential building area in each phase), as determined to the satisfaction of the City.
14. **(REVISED January 4, 2012)** City acceptance of the developer's offer to voluntarily contribute \$106,745 (i.e. \$0.60/ft² per buildable square footage, excluding affordable housing) in the form of a cash contribution to the City's public art reserve fund for the future provision of public art within the proposed neighbourhood park situated adjacent to the planned Capstan Canada Line station. When the City determines that public art initiative(s) in respect to the neighbourhood park should proceed, the developer shall be invited (but not required) to participate in the public art selection process.
15. City acceptance of the developer's offer to voluntarily contribute \$44,477 (i.e. \$0.25/ft² of buildable square footage, excluding affordable housing) to the City's community planning program reserve fund, as set out in the City Centre Area Plan.
16. Discharge and registration of additional right-of-ways and legal agreements, as determined to the satisfaction of the Director of Development and Director of Engineering.
17. Registration of a restrictive covenant and/or alternative legal agreement(s), to the satisfaction of the City, securing that "no development" will be permitted on the subject site and restricting Development Permit* issuance until, the developer enters into legal agreement(s) in respect to the developer's commitment to:

17.1. District Energy Utility (DEU): Connect the subject development to the proposed City Centre DEU, including the operation of and use of the DEU and all associated obligations and agreements as determined by the Director of Engineering, including, but not limited to:

- a) Design and construction of the development's buildings to facilitate hook-up to a DEU system (e.g., hydronic water-based heating system); and
- b) Entering into a Service Provision Agreement(s) and statutory right-of-way(s) and/or alternative legal agreements, to the satisfaction of the City, that establish DEU for the subject site; and

17.2. Sanitary Pump Station: Design and construction of the sanitary pump station proposed for the north side of Capstan Way, as set out in the Engineering SA* Requirements forming part of these Rezoning Considerations for the subject site. The sanitary pump station services a significant area of development. While design and construction of the pump station will be a requirement of any development within the catchment area served by the proposed Capstan Way sanitary pump station, the City's objective is to have an equitable distribution of costs to the benefiting properties to the extent possible using available tools such as latecomer agreements or developer cost sharing agreements.

18. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development including, among other things:

Submission of a Landscape Plan prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation. The Landscape Plan should, among other things, provide for replacement tree planting on and around the subject site, based on the City-approved tree replacement plan, including at a minimum:

Tree Location	Existing Trees	Trees Retained	Trees Relocated (1)	Trees Removed/Replaced		
				Trees Removed	Replacement Trees	Min. Caliper of Replacement Deciduous Trees
On-Site	22	2 (#2113 & #2114, in west walkway)	0	18	36	6 – 10 cm
				2	4	15 cm
3371 Sexsmith Road Owned by the developer for future development	10	N/A	N/A	10	20	6 – 10 cm
Off-Site Road right-of-way	13	0	9 (2)	2 (4)	2	Value @ 6 cm
				2 (4)	4	\$3,900 6+ cm
Total	45	2	9	34	66 (3)	Varies

(1) Trees shall be relocated at the sole cost of the developer. If it is determined to the satisfaction of the Manager, Park Operations that one or more of the trees identified for relocation shall instead be removed/replaced, 2 replacement trees shall be planted for each tree removed.

(2) Existing Capstan Way street trees.

(3) Street trees required to be planted by the developer along Capstan Way and Sexsmith Road via the subject development's Servicing Agreement* shall be in addition to the replacement trees indicated in the table.

(4) Off-site trees that may be removed include:
 - for replacement @ 1:1: #2070 & #2068
 - for replacement @ 2:1: #2069 & #2011

If required replacement trees cannot be accommodated on-site, a cash-in-lieu contribution is required for off-site replacement tree planting:

- For "On-Site" and "3371 Sexsmith Road": \$500/tree, payable to the City's Tree Compensation Fund; and
- For "Off-Site (Road right-of-way)": \$650/tree, payable to Richmond Parks.

19. In respect to trees identified for retention:

- 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 provisions for the Arborist to submit a post-construction assessment report to the City for review.
- 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.

20. Enter into a Servicing Agreement (SA)* for the design and construction, at the developer's sole cost, of full upgrades across the subject site's street frontages, together with construction of a sanitary pump station and various other engineering, transportation, and park works.

- Prior to rezoning adoption, all works identified via the SA must be secured via a Letter(s) of Credit, to the satisfaction of the Director of Development, Director of Engineering, Director of Transportation, Senior Manager, Parks, and Manager, Environmental Sustainability.
- No phasing of off-site works will be permitted. All works shall be completed prior to final Building Permit inspection granting occupancy for the subject development or, if it is determined that the subject development will be phased, prior to final Building Permit inspection granting occupancy for the first phase.
- Development Cost Charge (DCC) credits may apply.

Servicing Agreement* (SA) works will include, but may not be limited to, the following:

20.1. Engineering SA* Requirements: All water, storm, sanitary upgrades determined via the Capacity Analysis processes are to be addressed via this SA process. The City requires that the proposed design and related calculations are included on the SA design drawing set. As per the completed capacity analyses and related studies, the City accepts the developer's recommendations as follows:

a) ***Sanitary Sewer Upgrades:*** Based on consultation with the developer and the developer's Sanitary Capacity Analysis submitted:

i) Gravity Sewer: The developer is solely responsible for the following upgrade requirements (i.e., no late comer program will apply):

- to design and construct a new 450mm dia. sanitary gravity sewer fronting their development site on Sexsmith Road (from 75m north of the Capstan Way and Sexsmith Road intersection to the Capstan Way and Sexsmith Road intersection).
- to design and construct new sanitary gravity sewer fronting their development site on Capstan Way (from 160m West of Sexsmith Road and Capstan Way intersection to the Capstan Way and Sexsmith Road intersection). Breakdown as follows:

- Approximately 75m of 450mm dia. Sanitary Sewer
- Approximately 40m of 450mm dia. Sanitary Sewer
- Approximately 30m of 525mm dia. Sanitary Sewer
- Approximately 15m of 600mm dia. Sanitary Sewer

The exact length of the sanitary sewer and the location of manholes are to be finalized during the Servicing Agreement design.

- to abandon the existing sanitary gravity sewer system (remove pipes) that is being replaced by the propose sanitary sewer system.

ii) New Pump Station: (***REVISED January 4, 2012***) The developer is responsible for the design and construction of the new Capstan sanitary pump station. The pump station shall be located approximately 125 m west of the Capstan Way and Sexsmith Road intersection. The new sanitary pump station is intended to service all the developments on the east side of No. 3 Road within the existing Skyline sanitary catchment. The new Capstan sanitary catchment boundaries are No. 3 Road, Cambie Road, Garden City Road, and Sea Island Way. The sanitary pump station services a significant area of development. While design and construction of the pump station will be a requirement of any development within the catchment area served by the proposed Capstan Way sanitary pump station, the City's objective is to have an equitable distribution of costs to the benefiting properties to the extent possible using available tools such as latecomer agreements or developer cost sharing agreements.

- b) **Storm Sewer Upgrades:** The developer is solely responsible for all upgrade requirements listed below (i.e., no late comer program will apply).
- i) According to the developer's calculations and assessment, the "Existing + Phase One + Instream" scenario indicates that the storm sewers fronting the development site are undersized. The pipes also do not meet the minimum pipe size requirement. The City accepts the developer's recommendations to upgrade the existing storm sewer:
 - fronting the development site on Sexsmith Road (from STMH 10036 located approximately 75m north of the Sexsmith Road and Capstan Way intersection to propose MH at the Sexsmith Road and Capstan Way intersection). The existing storm sewer system shall be replaced with a single 1050mm storm sewer running down the center of Sexsmith Road.
 - fronting the development site on Capstan Way (from STMH 5908 located approximately 130m west of the Sexsmith Road and Capstan Way intersection to propose MH at the Sexsmith Road and Capstan Way intersection) to minimum size of 600mm.
 - ii) The developer is required to build a temporary storm sewer transition to connect the propose storm sewer on Sexsmith Road to the existing twin system to the north of development. The developer is also required to build a temporary storm sewer transition from the proposed MH at the Sexsmith Road and Capstan Way intersection to connect to the existing twin storm sewer system south of Capstan Way.
 - iii) The developer is required to abandon the existing storm sewer system (i.e. remove pipes, infill ditches) that is being replaced by the proposed storm sewer system.
- c) **Water System Upgrades:** The developer is responsible to upgrade the existing water system fronting the development site on Sexsmith Road from existing 150mm dia. to 200mm dia. (from 75 m north of the Capstan Way and Sexsmith Road intersection to the Capstan Way and Sexsmith Road intersection).
- d) **Encroachments:** Registration of right-of-way agreements for private utilities, street trees, sidewalk encroachments, and/or other requirements, as determined via the SA review and approval process, to the satisfaction of the Director of Development, Director of Engineering, and Director of Transportation.
- e) **Utility Undergrounding:** As per City Centre policy, the developer is responsible for facilitating the undergrounding of the existing private utility pole line, to the satisfaction of the City, along the Sexsmith Road and Capstan Way frontages of the subject site, together with affected areas.(No DCC credits are applicable.)

20.2. **Transportation SA* Requirements:** All transportation improvements identified in the Transportation Impact Analysis (TIA) are to be addressed via the Servicing Agreement* process for this development. Complete and detailed road and traffic management design is subject to final functional design approval by the Director of Transportation. Transportation-related Servicing Agreement* works will include, but are not limited to the following:

- a) **Capstan Way:** The developer is responsible for the design and construction of the following Interim Cross-Section, to the satisfaction of the City, taking into consideration the following Ultimate Cross-Section in the design and construction of those road works. The developer is required to design and construct improvements across the subject site's entire Capstan frontage and a transition between those improvements and the existing condition west of the subject site (at a minimum 20:1 taper rate), to the satisfaction of the City.
- i) **Interim Cross-Section:** The developer is responsible for the design and construction of the following (described from south to north):
 - Existing curb on the south side of the street to be maintained;
 - 2.5 m wide eastbound parking lane;
 - 3.3 m wide eastbound vehicle travel lane;
 - 3.3 m wide left-turn lane/ landscaped median;

- 3.3 m wide westbound vehicle travel lane;
- 2.5 m wide westbound parking lane;
- 0.15 m wide curb;
- 2.5 m wide landscaped boulevard, incorporating street trees @ 6.0 m on centre or as otherwise directed by the City, some combination of groundcover and decorative planting, City Centre street lights, benches and furnishings, pedestrian crossings, and a minimum 2.0 m wide continuous trench for tree planting (i.e. to facilitate innovative storm water management measures aimed at improving the quality of run-off and reduce the volume of run-off entering the storm sewer system);
- 2.5 m wide bike path (asphalt with +/-0.2 m wide concrete bands along each edge);
- 0.5 m wide buffer strip, incorporating permeable paving, pedestrian lighting, decorative planting, and furnishings; and
- 2.5 m wide saw-cut concrete sidewalk.

ii) Ultimate Cross-Section: The developer is required to take into consideration the following ultimate cross-section in the design and construction of required road works (described from north to south):

- The curb on the north side (established as noted above);
- 6.6 m (2 lanes @ 3.3 m) wide westbound vehicle travel lanes;
- 3.3 m wide left-turn lane / landscaped median;
- 6.6 m (2 lanes @ 3.3 m) wide eastbound vehicle travel lanes;
- 0.15 m wide curb;
- 2.5 m wide landscaped boulevard, incorporating street trees @ 6.0 m on centre or as otherwise directed by the City, some combination of groundcover and decorative planting, City Centre street lights, benches and furnishings, pedestrian crossings, and a minimum 2.0 m wide continuous trench for tree planting (i.e. to facilitate innovative storm water management measures aimed at improving the quality of run-off and reduce the volume of run-off entering the storm sewer system);
- 2.5 m wide bike path (asphalt with +/-0.15 m wide concrete bands along each edge);
- 0.5 m wide buffer strip, incorporating permeable paving, pedestrian lighting, decorative planting, and furnishings; and
- 2.5 m wide saw-cut concrete sidewalk.

b) ***Sexsmith Road***: The developer is responsible for the design and construction of the following Interim Cross-Section, to the satisfaction of the City, taking into consideration the following Ultimate Cross-Section in the design and construction of those road works. The developer is required to design and construct improvements across the subject site's entire Sexsmith Road frontage and a transition between those improvements and the existing condition north of the subject site (at a minimum 20:1 taper rate), including provisions for temporary recycling pick up (e.g., designated loading and recycling cart areas), to the satisfaction of the City.

i) Interim Cross-Section: From west to east:

- 2.0 m wide concrete sidewalk;
- 0.6 m wide buffer strip, incorporating permeable paving, pedestrian lighting, decorative planting, and furnishings;
- 2.0 m wide bike path (asphalt with +/-0.15 m wide concrete bands along each edge);
- 1.5 m wide landscaped boulevard, incorporating street trees @ 6.0 m on centre or as otherwise directed by the City, some combination of groundcover and decorative planting, City Centre street lights, benches and furnishings, pedestrian crossings, and a minimum 1.5 m wide continuous trench for tree

planting (i.e. to facilitate innovative storm water management measures aimed at improving the quality of run-off and reduce the volume of run-off entering the storm sewer system);

- 0.15 m wide curb;
- 2.5 m wide southbound parking lane;
- 3.3 m wide southbound vehicle travel lane;
- 3.3 m wide left-turn lane / landscaped median;
- 3.3 m wide northbound vehicle travel lane; and
- minimum 1.0 m wide shoulder.

ii) Ultimate Cross-Section: From the 3.3 m wide northbound vehicle travel lane to the east:

- 2.5 m wide northbound parking lane;
- 0.15 m wide curb;
- 1.5 m wide landscaped boulevard, incorporating street trees @ 6.0 m on centre or as otherwise directed by the City, some combination of groundcover and decorative planting, City Centre street lights, benches and furnishings, pedestrian crossings, and a minimum 1.5 m wide continuous trench for tree planting (i.e. to facilitate innovative storm water management measures aimed at improving the quality of run-off and reduce the volume of run-off entering the storm sewer system);
- 2.0 m wide bike path (asphalt with +/-0.15 m wide concrete bands along each edge);
- 0.6 m wide buffer strip, incorporating permeable paving, pedestrian lighting, decorative planting, and furnishings; and
- 2.0 m wide concrete sidewalk.

c) ***Traffic Signals***:

- i) Installation of a new traffic signal at the Capstan Way / Sexsmith Road intersection, including, but not limited to, the following:
 - Signal pole, controller, base and hardware;
 - Pole base (City Centre decorative pole and luminaire);
 - Detection, conduits (e.g., electrical and communications), and signal indications and communications cable, electrical wiring, and service conductors; and
 - APS (Accessible Pedestrian Signals) and illuminated street name sign(s).

d) ***Special Crosswalk***:

- i) Installation of a special crosswalk with downward lighting and associated equipment on Capstan Way, approximately midway between Sexsmith Road and Hazelbridge Way.

20.3. Parks SA* Requirements: All park improvements identified via the subject rezoning application review process and secured via a statutory right-of-way(s) are to be addressed via the Servicing Agreement* process for this development. Complete and detailed park design is subject to final conceptual design approval by the Senior Manager, Parks, and Director of Development. Park-related Servicing Agreement* works will include, but are not limited to the following:

- a) ***Pedestrian Pathway & Greenway Widening***: The design and construction of public access and landscaped areas intended to enhance public use and enjoyment of the Capstan Greenway and provide the first phase of a pedestrian link (to be extended/widened by others) providing access to future public amenities and destinations north of the subject site, which shall be as generally described in respect to the proposed Pedestrian Pathway & Greenway Widening right-of-way (described in these Rezoning Considerations) and include, but not be limited to, some combination of decorative paving, trees, lighting, furnishings, related landscape features, and innovative, integrated storm water management measures, to the satisfaction of the City. The design of the right-of-way will be confirmed

via the subject site's Development Permit* and Servicing Agreement* approval processes, to the satisfaction of the City.

- b) **Temporary Park:** The design and construction of the Temporary Park situated within the area secured by a statutory right-of-way for public park and related uses in association with the developer's residential marketing centre and described by the Temporary Park Terms of Reference (**Schedule C**), to the satisfaction of the City.

Prior to a Development Permit* being forwarded to the Development Permit Panel for consideration, the developer is required to:

1. Submission of a report and recommendations prepared by an appropriate registered professional, which demonstrates that interior noise levels and thermal conditions comply with the City's Official Community Plan requirements for Aircraft Noise Sensitive Development. The standard required for air conditioning systems and their alternatives (e.g. ground source heat pumps, heat exchangers, and acoustic ducting) is the ASHRAE 55-2004 "Thermal Environmental Conditions for Human Occupancy" standard and subsequent updates as they may occur. Maximum interior noise levels (decibels) within the dwelling units must achieve CMHC standards as follows:

Portions of Dwelling Units	Noise Levels (decibels)
Bedrooms	35 decibels
Living, dining, recreation rooms	40 decibels
Kitchen, bathrooms, hallways, and utility rooms	45 decibels

2. Granting of any additional Public Right of Passage statutory right-of-ways required on the subject site, in addition to those statutory right-of-ways granted prior to rezoning adoption and indicated in **Schedule B**, as needed to satisfy the density bonus provisions of the Capstan Station Bonus in respect to Zoning Bylaw requirements for the developer's provision of suitably landscaped public open space at a rate of at least 5 m² per dwelling unit. The area of any such right-of-way, terms of use, construction, maintenance, provisions/restrictions for building encroachments and utilities, and related considerations shall be determined to the satisfaction of the City as specified in the Development Permit.

Prior to Building Permit* issuance, the developer must complete the following requirements:

1. As per the restrictive covenant and/or other legal agreements registered on the subject site to the satisfaction of the City, the developer's voluntary contribution to the Capstan station reserve or as otherwise provided for via the Zoning Bylaw, as per the Richmond Zoning Bylaw in effect at the date of Building Permit* approval.
2. Submission of a Construction Parking and Traffic Management Plan to the Transportation Division. 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. Incorporation of accessibility measures in Building Permit* (BP) plans as determined via the Rezoning and/or Development Permit processes.
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 Division at 604-276-4285.

Note:

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.

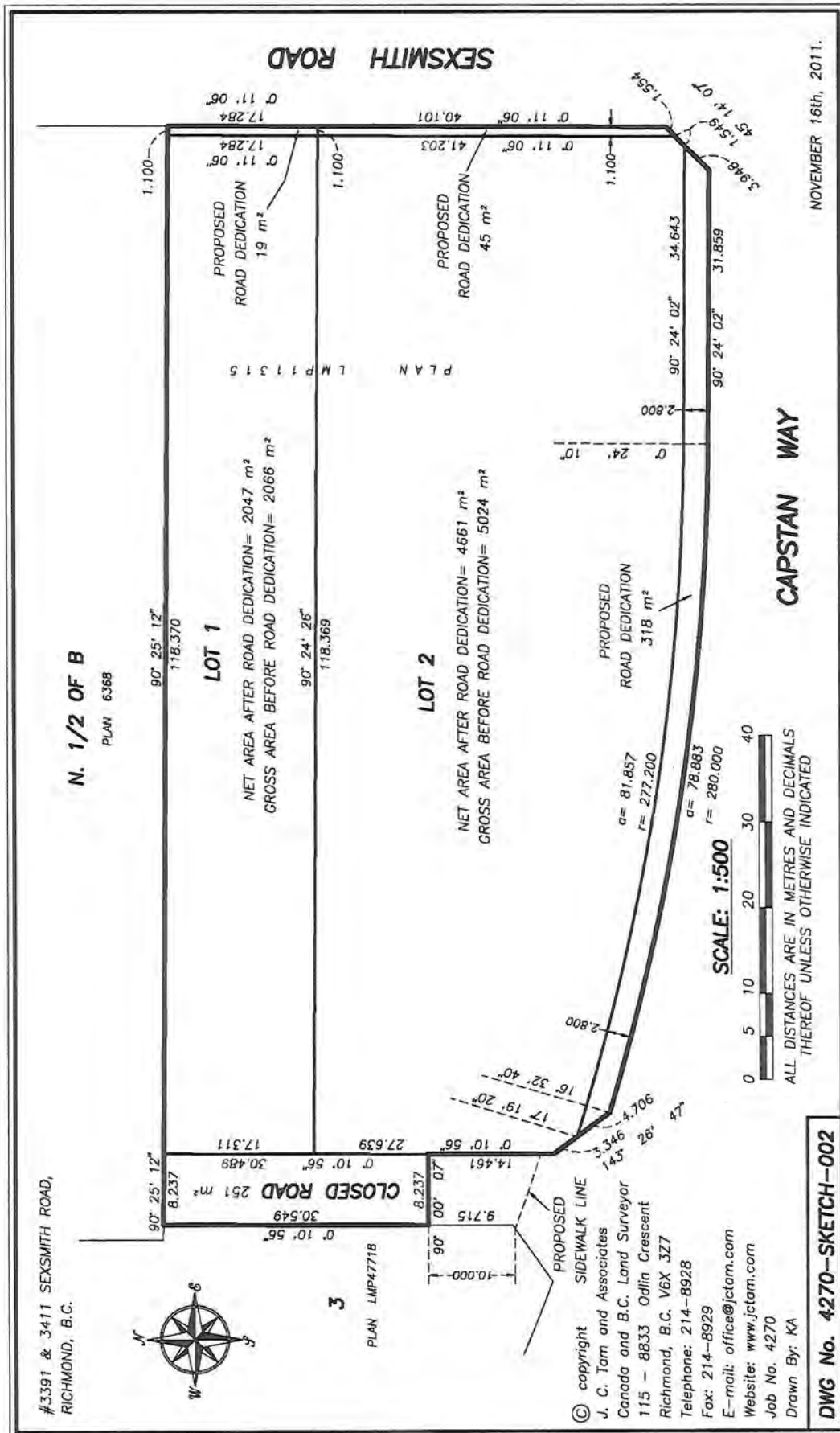
The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

* This symbol indicates that the item requires a separate application.

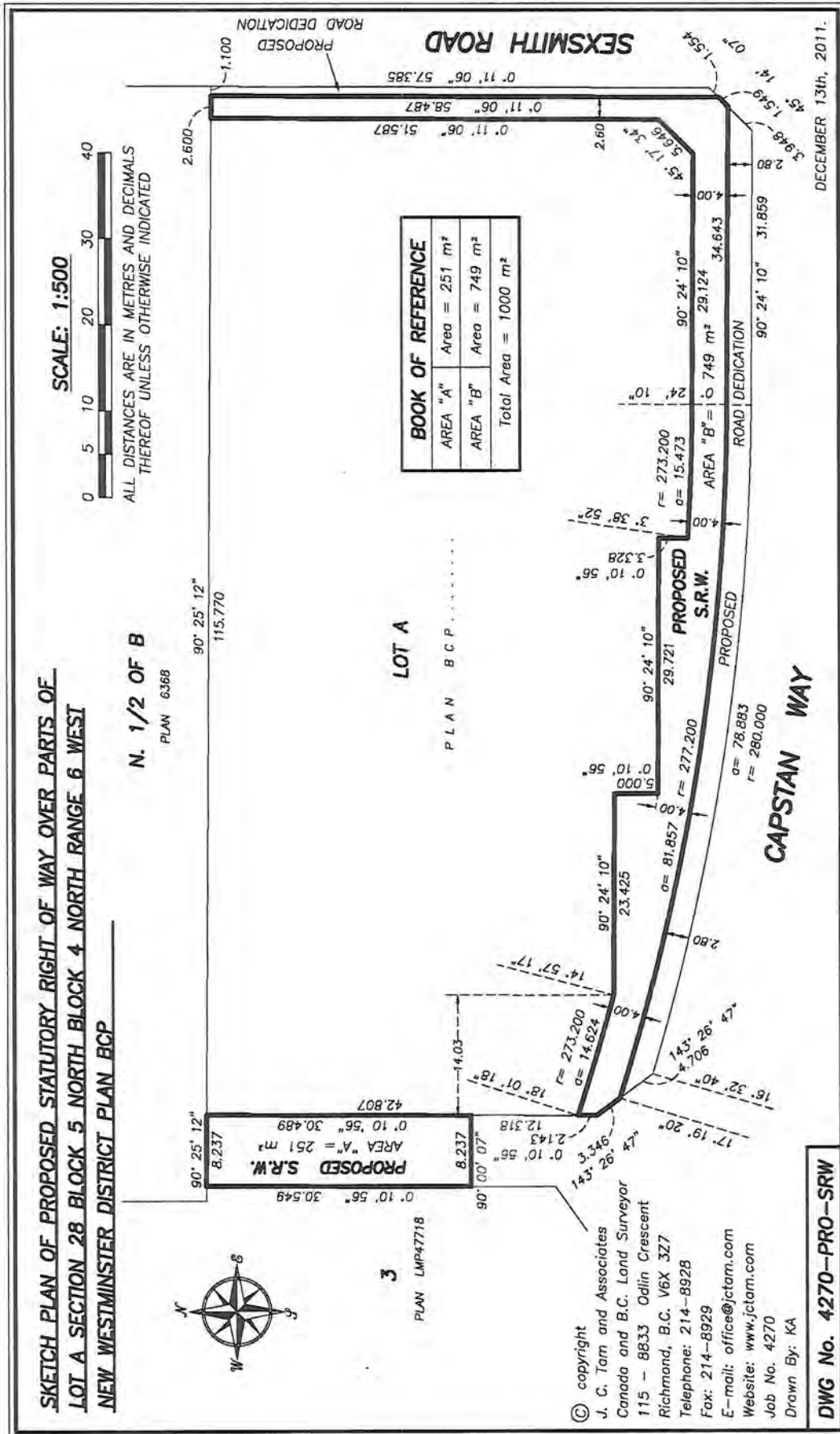
Signed original on file

Signed _____

Date _____



PLN - 221



Temporary Park Development Concept Requirements
RZ 10-544729

Purpose

To provide guidance for the design and construction of a Temporary Park on lands owned by the developer within the area bounded by No. 3 Road, Sea Island Way, Sexsmith Road, and Capstan Way, but excluding the subject site, intended to help ensure that residents of Capstan Village in general and the subject site in specific will have convenient access to attractive public open space amenities complementary to on-site outdoor residential amenity space in advance of the completion of the City's acquisition and construction of adequate permanent neighbourhood park space within the area bounded by No. 3 Road, Sea Island Way, Sexsmith Road, and Capstan Way.

Right-of-Way Objectives

- a) Provide for the Temporary Park to be designed and constructed, via the City's standard Servicing Agreement * process (secured via Letter(s) of Credit), as per this Temporary Park Terms of Reference, to the satisfaction of the City;
- b) Provide for 24 hour-a-day, universally accessible, public access for pedestrians and cyclists, together with emergency and service vehicles, related park uses and features, and City bylaw enforcement;
- c) Prohibit building encroachments above finished grade;
- d) Require the design, construction, and maintenance of the right-of-way to be at the sole cost of the developer, to the satisfaction of the City;
- e) Upon pre-approval from the City, permit the developer, at the developer's sole cost, to relocate or otherwise alter the right-of-way and Temporary Park works to accommodate building construction and related activities, as determined to the satisfaction of the City; and
- f) Provide for the Temporary Park to remain in effect until permanent neighbourhood park space, the area of which is equal to or greater than that of the Temporary Park, is secured for public use within the area bounded by No. 3 Road, Sea Island Way, Sexsmith Road, and Capstan Way, as generally indicated in the City Centre Area Plan as amended by OCP Amendment Bylaw No. 8841, to the satisfaction of the City.

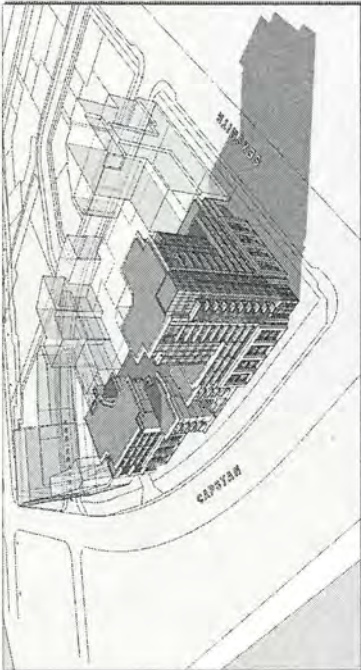
General Park Design Objectives

The park should be:

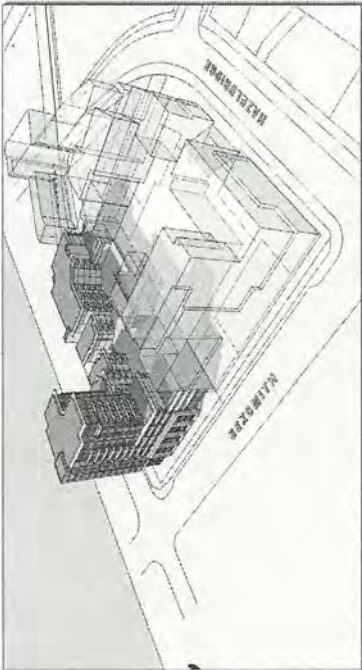
- a) A "green sanctuary" – a quiet, accessible place within which people can sit, walk, run, and play;
- b) Located abutting the developer's residential marketing centre (e.g., marketing building, parking, perimeter landscaping, and associated vehicle and pedestrian access) or as otherwise determined to the satisfaction of the City, and have direct public pedestrian and bike access from at least one fronting public street and from any driveway and/or pathway provided for the purpose of accessing the developer's marketing centre or other nearby uses;
- c) Roughly 4,047.0 m² (1.0 ac) in size (exclusive of areas required for marketing centre purposes) and roughly square in shape, so that the centre of the park is well buffered from busy fronting streets and park users can enjoy feeling in touch with nature;
- d) Focussed around a central, green lawn framed by some combination of trees for shade and shelter and landscaped areas providing seasonal elements of colour, scent, and texture;
- e) Designed/sited to provide for the retention and enhancement of existing trees and landscape features; and
- f) Designed/located to satisfy Crime Prevention through Environmental Design (CPTED) principles and related public safety considerations.

Park Features

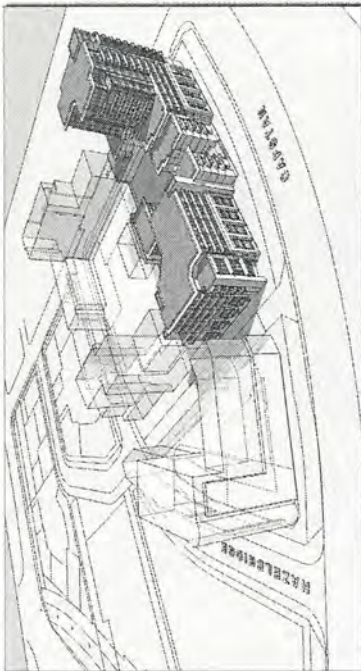
- a) Accessible pathways: 1.8 m wide, for walking and jogging.
- b) Benches: 6 minimum; surface mounted on a hard surface pad (for ease of maintenance); style/manufacturer to be determined to the City's satisfaction.
- c) Picnic tables: 3 minimum (including at least 1 accessible type); surface mounted on a hard surface pad (for ease of maintenance); style/manufacturer to be determined to the City's satisfaction.
- d) Trash receptacles: 1 minimum; style/manufacturer to be determined to the City's satisfaction.
- e) Storm drainage infrastructure: As required.
- f) Fencing: Chain link or wood, 1.8 m in height. The fence should be designed/located to mark the park entries, separate the park from adjacent properties/land uses, and protect and visually screen park users from nearby construction activities.
- g) Lighting: Pedestrian scale; pole mounted at appropriate height; style/manufacturer to be determined to the City's satisfaction.
- h) Trees: Some combination of conifers and ornamental deciduous trees, with a variety of sizes and ages.
- i) Lawn: Main area to be formally mowed and maintained.



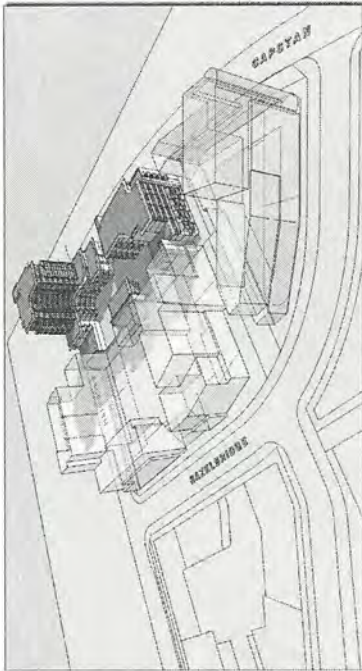
Aerial View from South East (Capstan & Saxsmith)



Aerial View from North East (Saxsmith & Hazelbridge)



Aerial View from South West (Capstan & Hazelbridge)



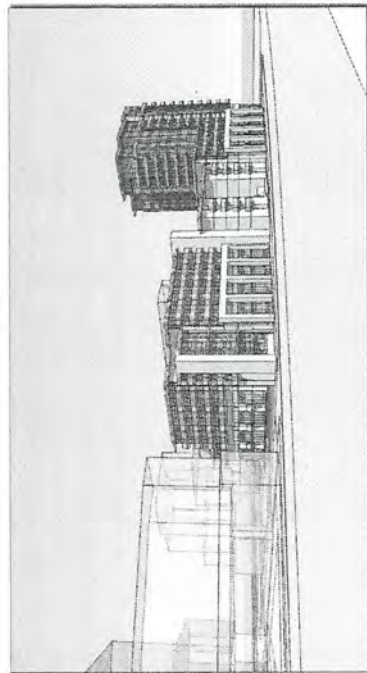
Aerial View from North West (Capstan & Hazelbridge)

MASSING CONCEPT

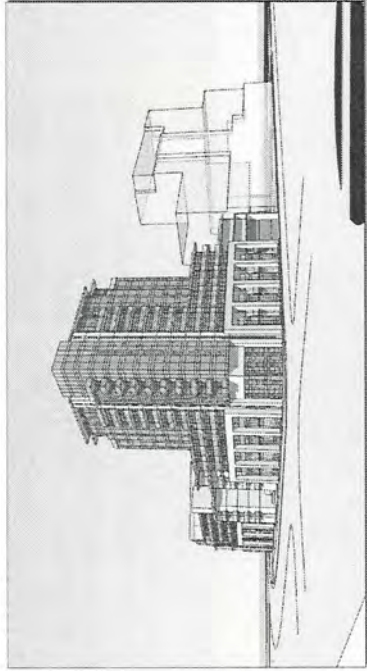
Pinnacle Centre
@ Capstan Station
Phase 1
Richmond BC

PINNACLE INTERNATIONAL
BINGHAM HILL ARCHITECTS

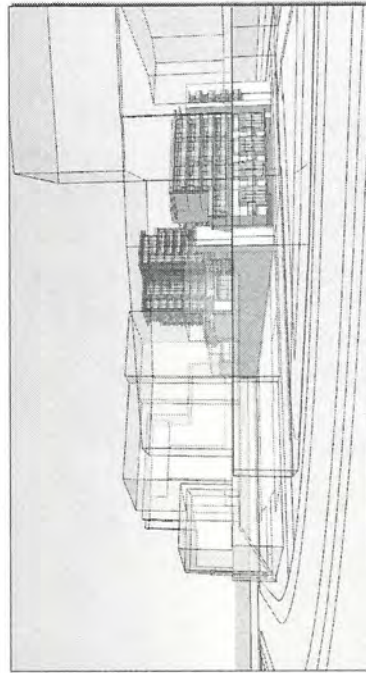
DECEMBER 14, 2011



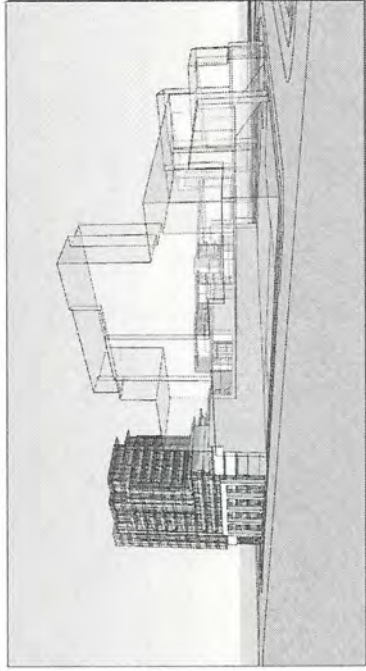
Street View from South West (Capstan & Hazelbridge)



Street View from South East (Capstan & Sexsmith)



Street View from North West (Capstan & Hazelbridge)



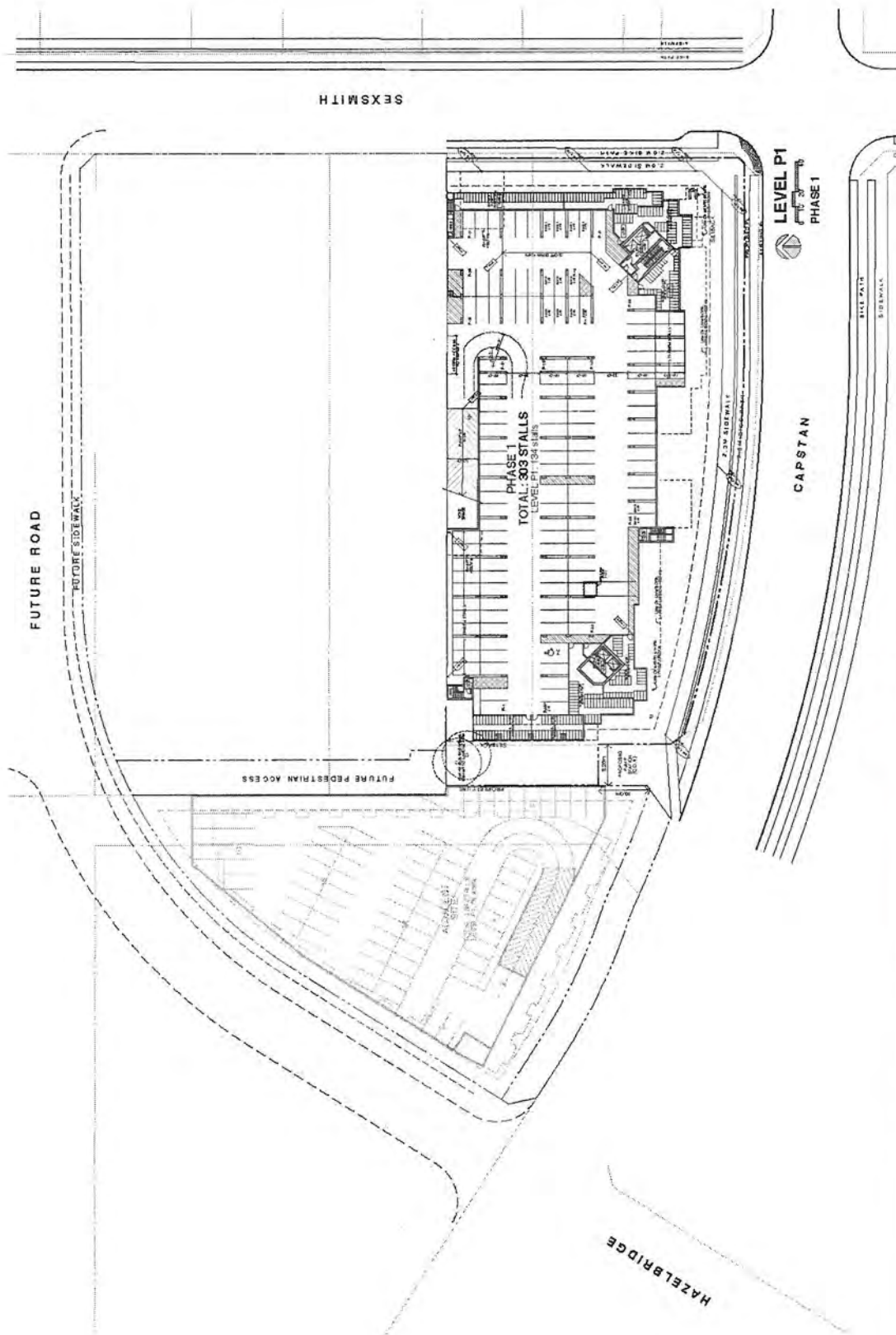
Street View from North East (Sexsmith & Hazelbridge)

MASSING CONCEPT

PINNACLE INTERNATIONAL
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Pinnacle Centre
@ Capstan Station
Phase 1
Richmond BC

DECEMBER 14, 2011

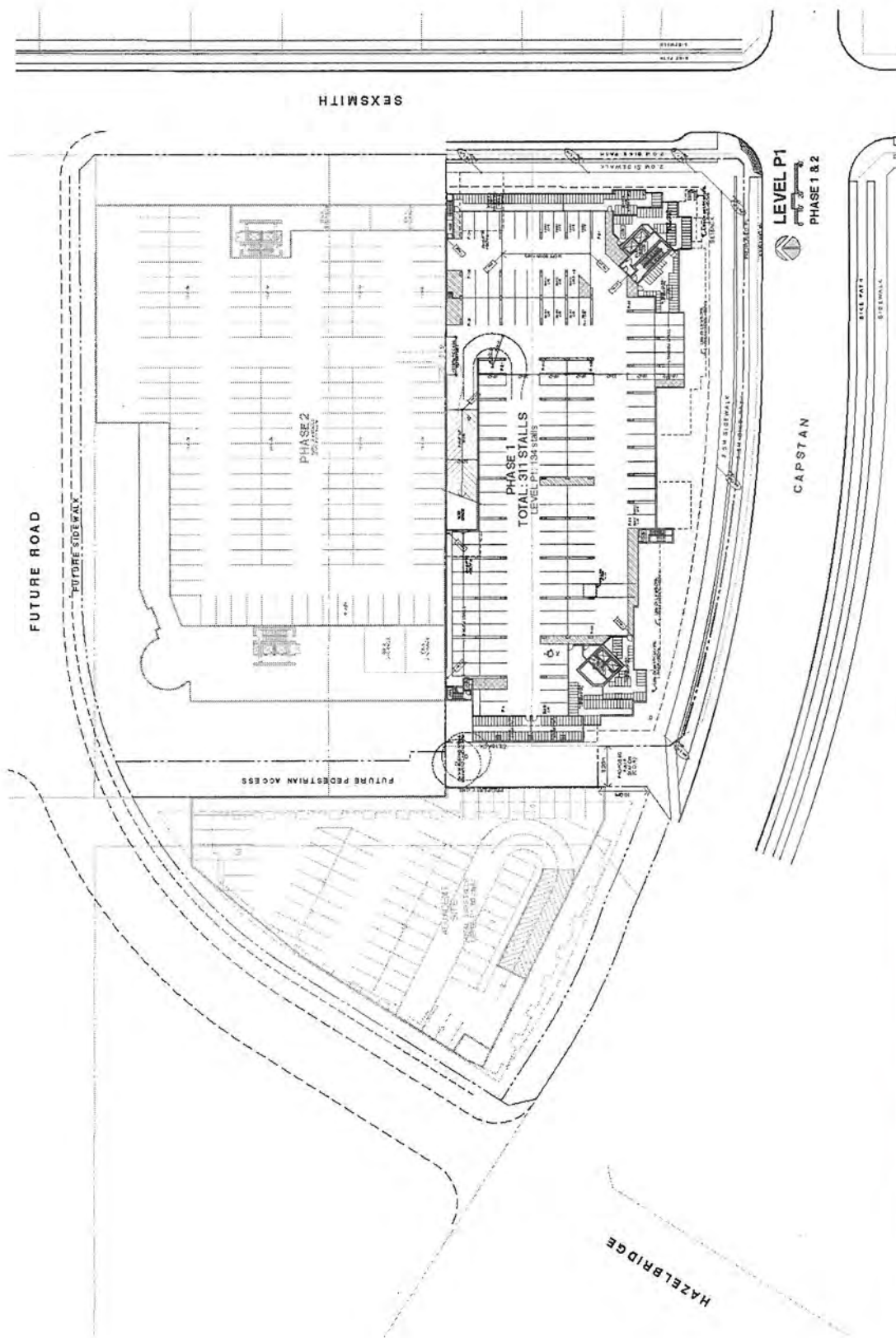


PLN - 227

Pinnacle Centre
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Richmond BC

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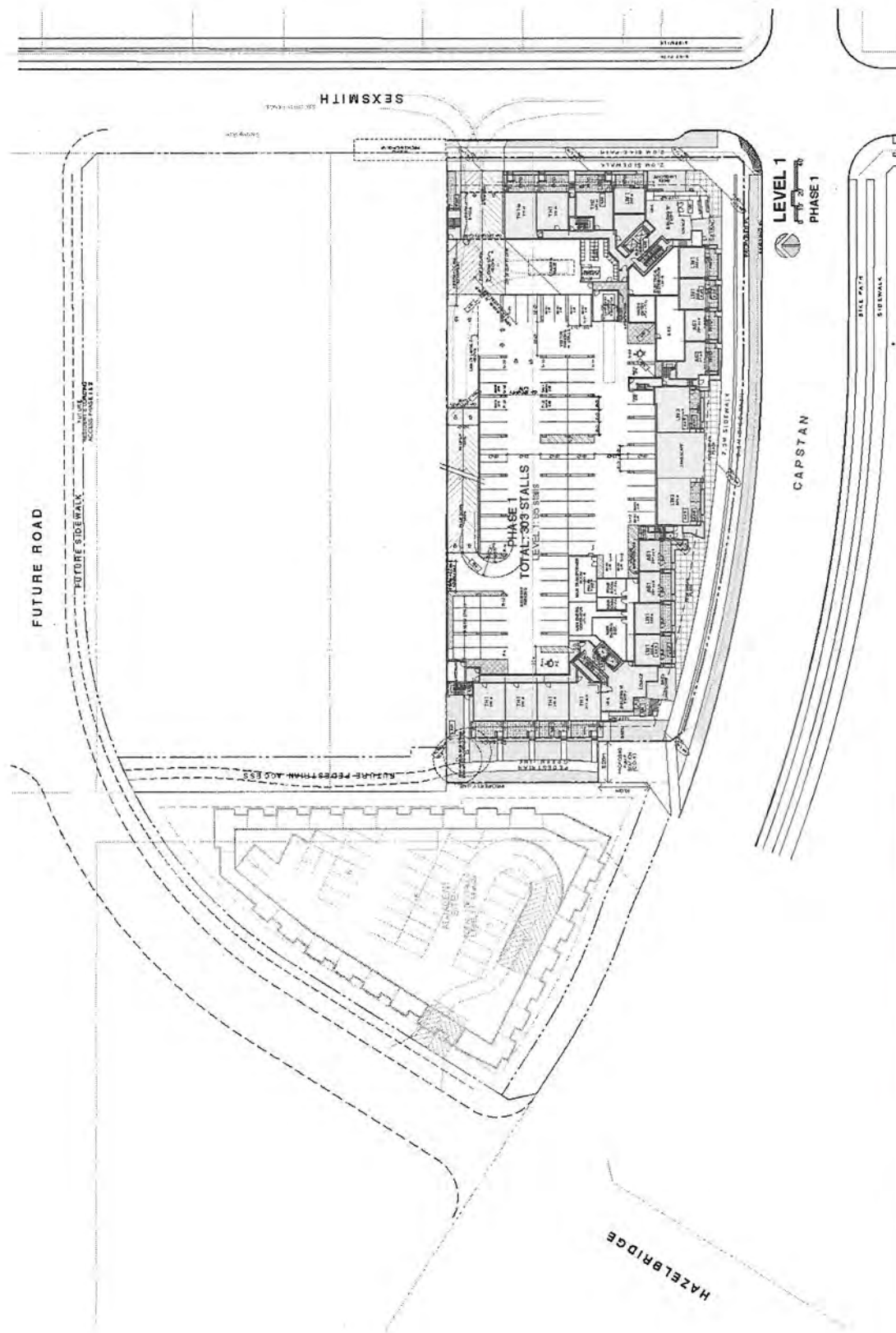


PLN - 228

Pinnacle Centre
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Phase 1
Richmond BC

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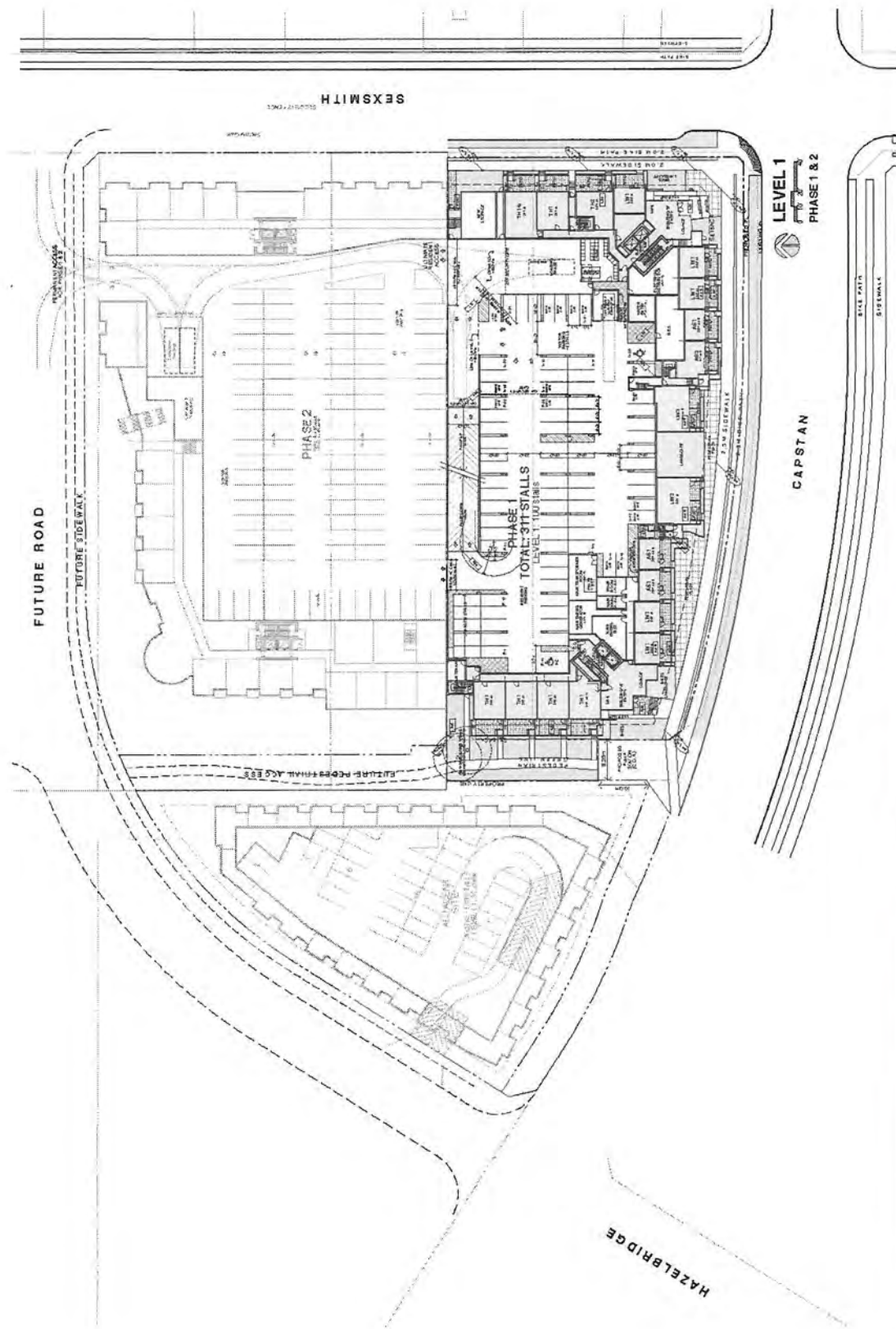


PLN - 229

Pinnacle Centre
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Phase 1
Richmond BC

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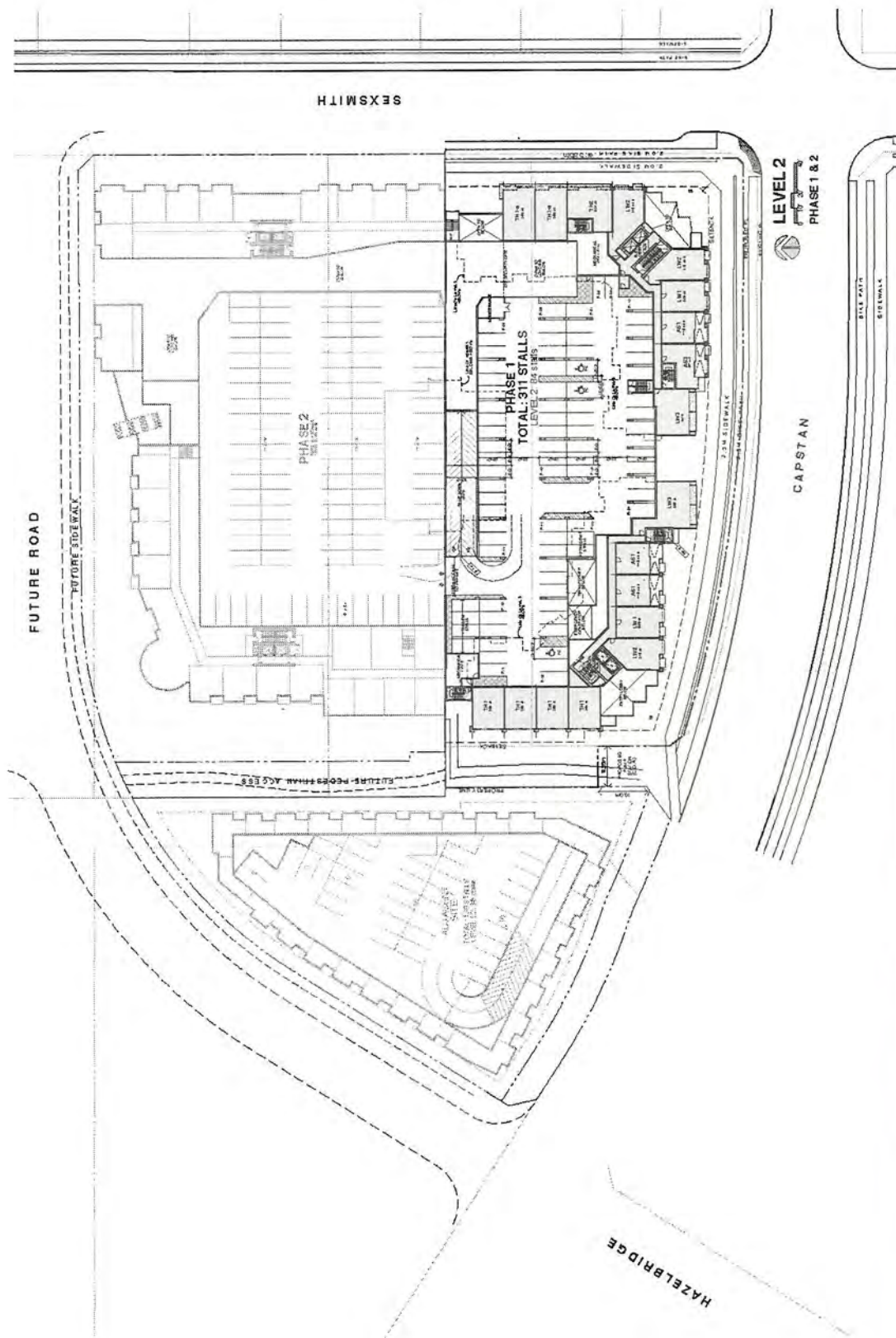
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Richmond BC

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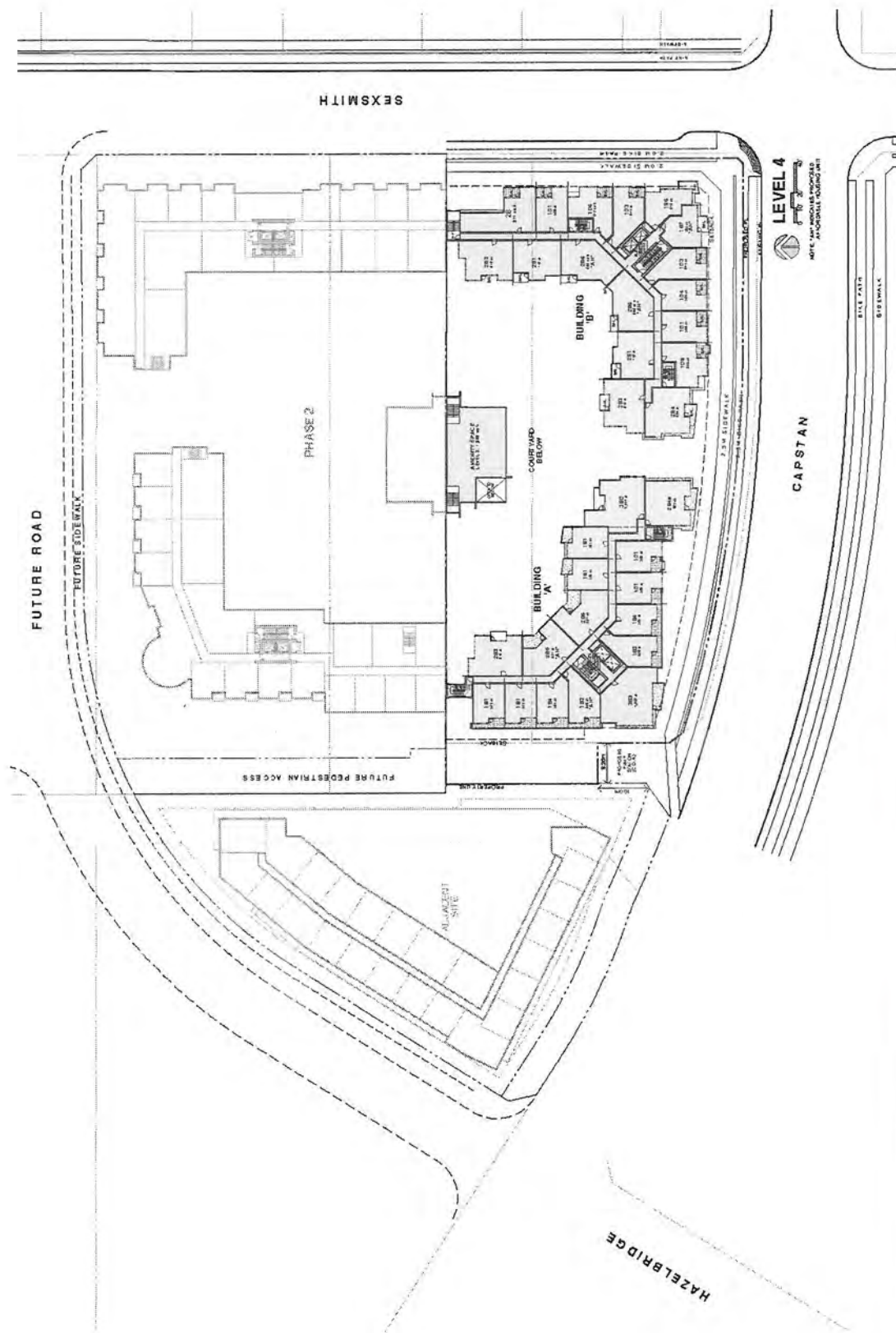


PLN - 231

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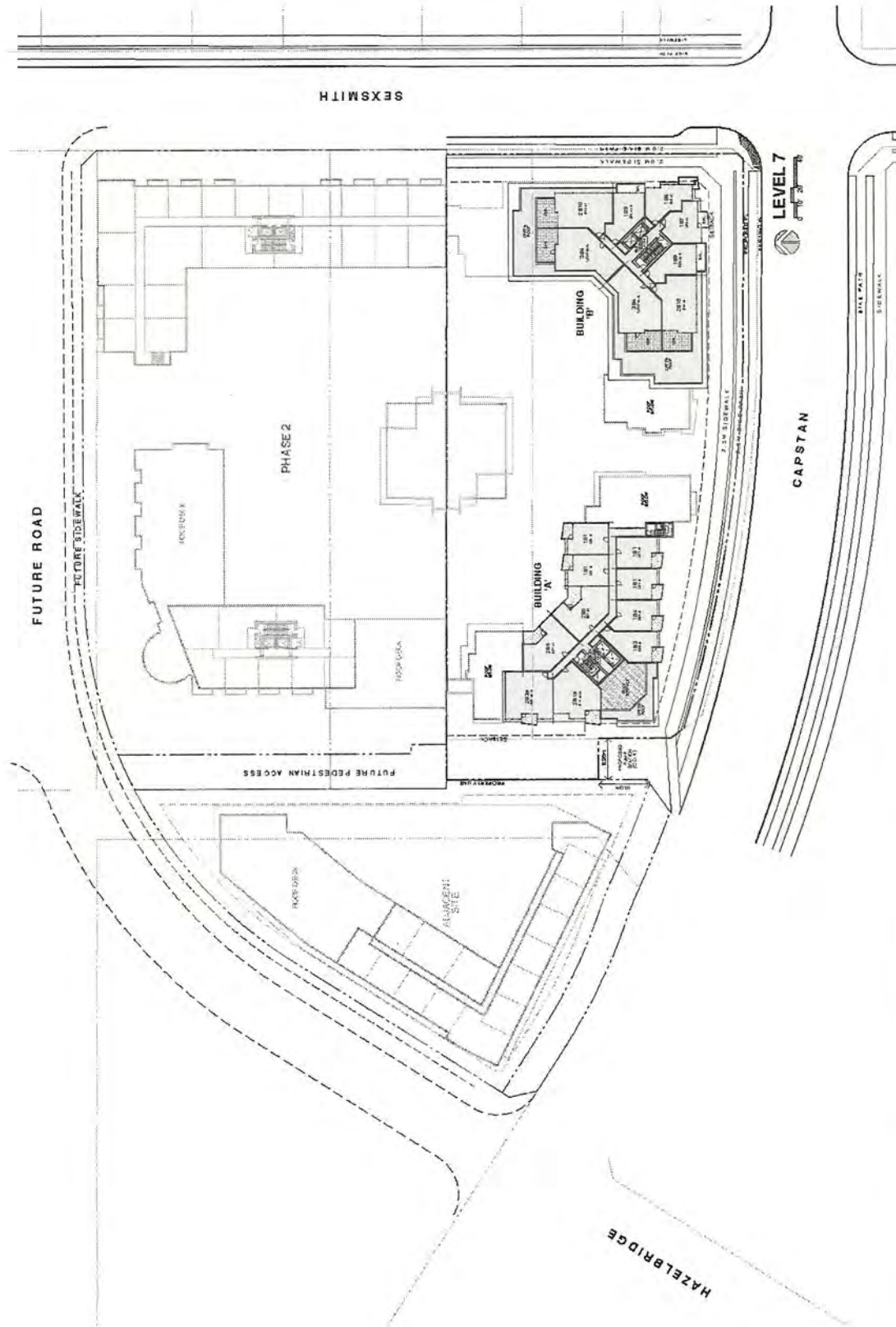


PLN - 233

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Richmond BC

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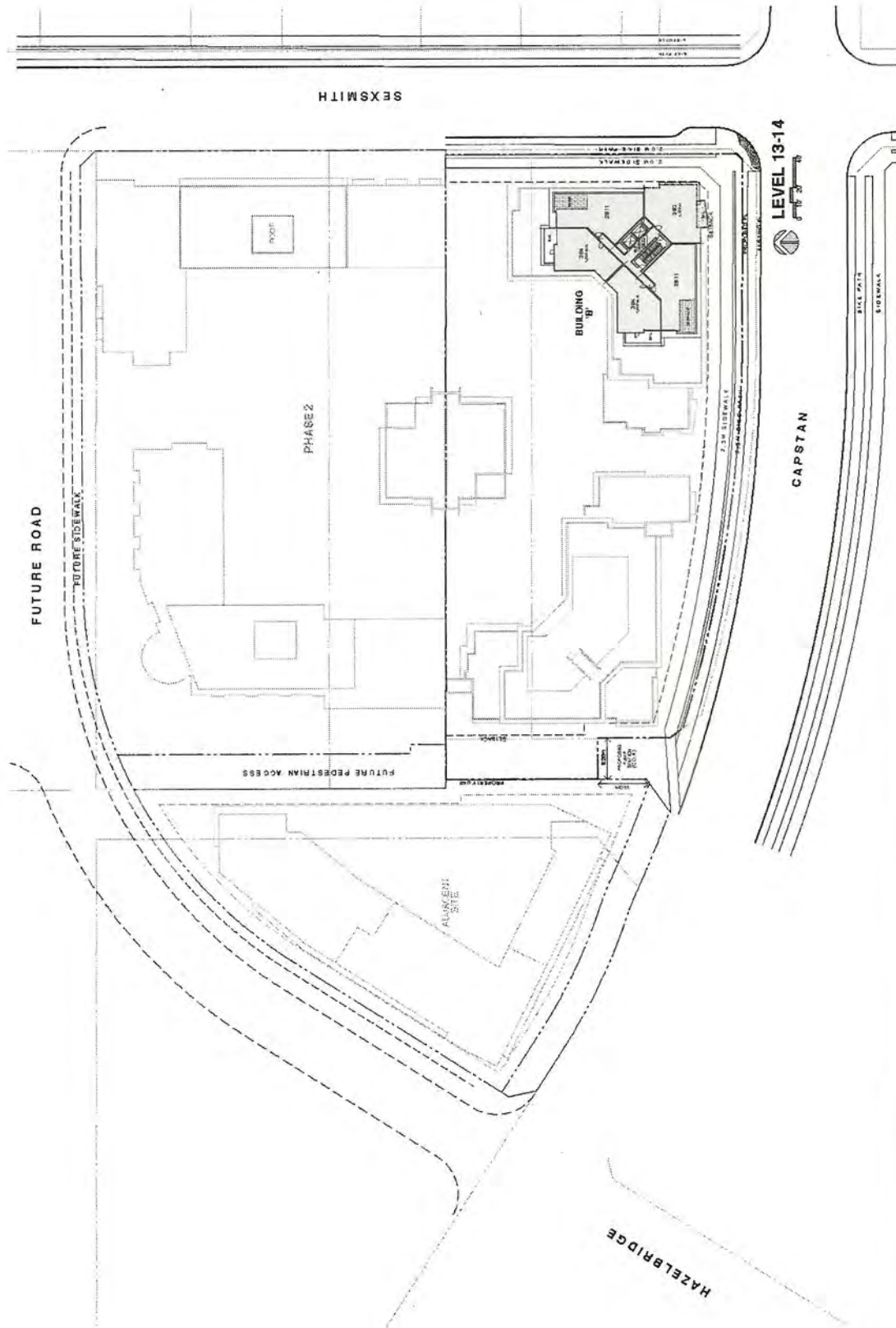


PLN - 234

Pinnacle Centre
@ Capstan Station
Phase 1
Richmond BC

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DECEMBER 14, 2011

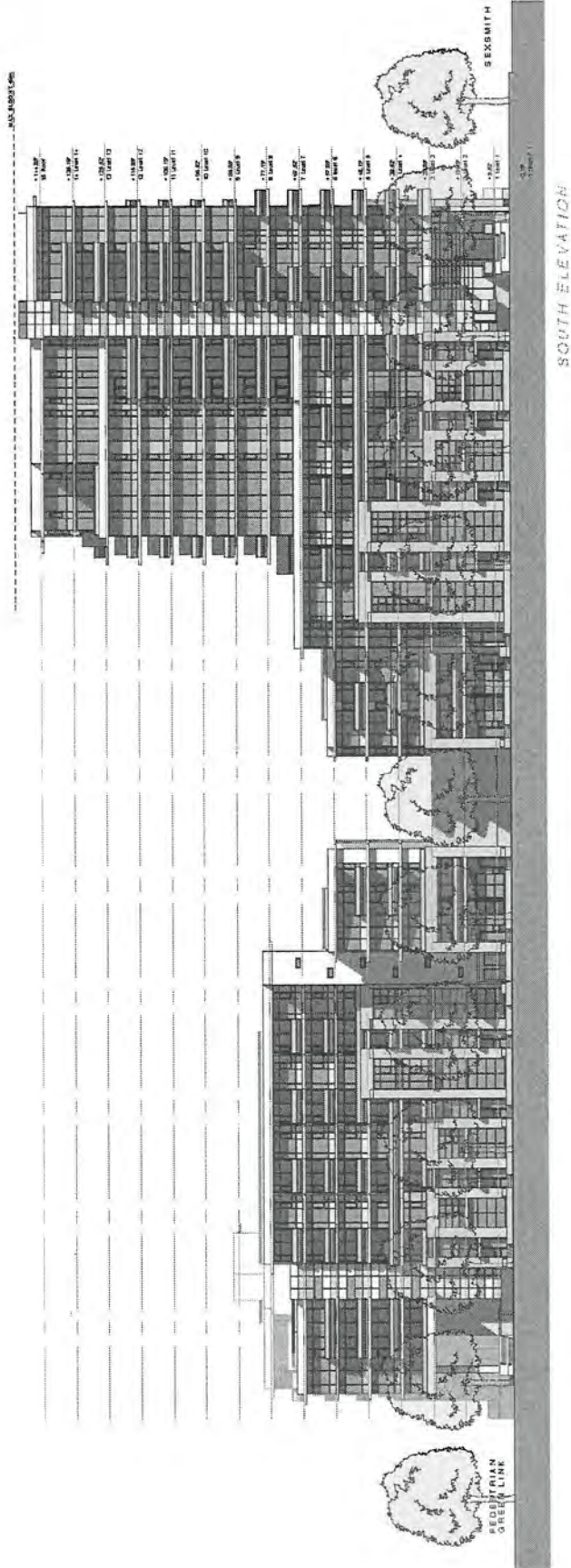


PLN - 235

Pinnacle Centre
@ Capstan Station
Phase 1
Richmond BC

PINNACLE INTERNATIONAL
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DECEMBER 14, 2011

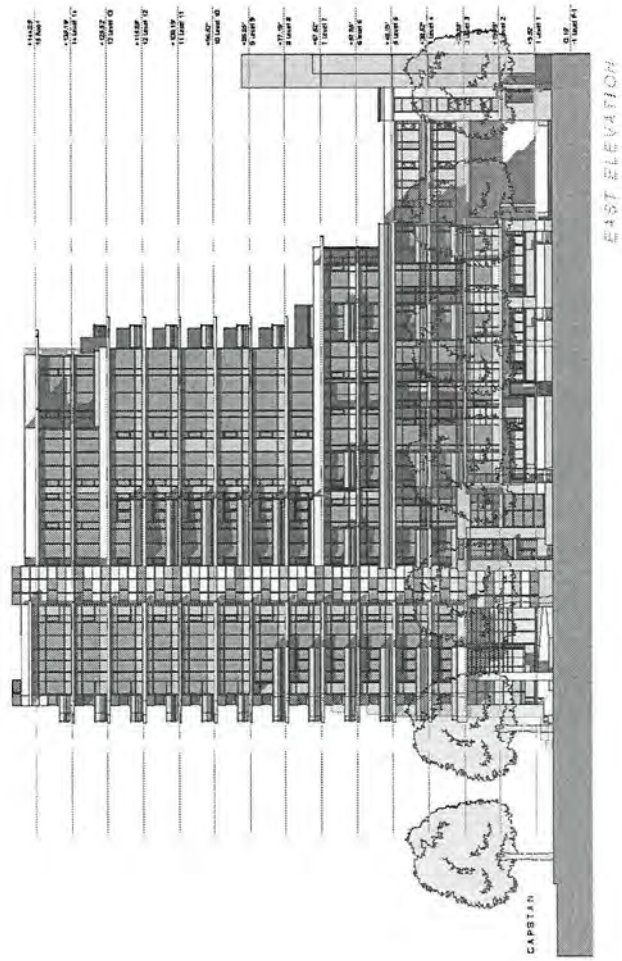
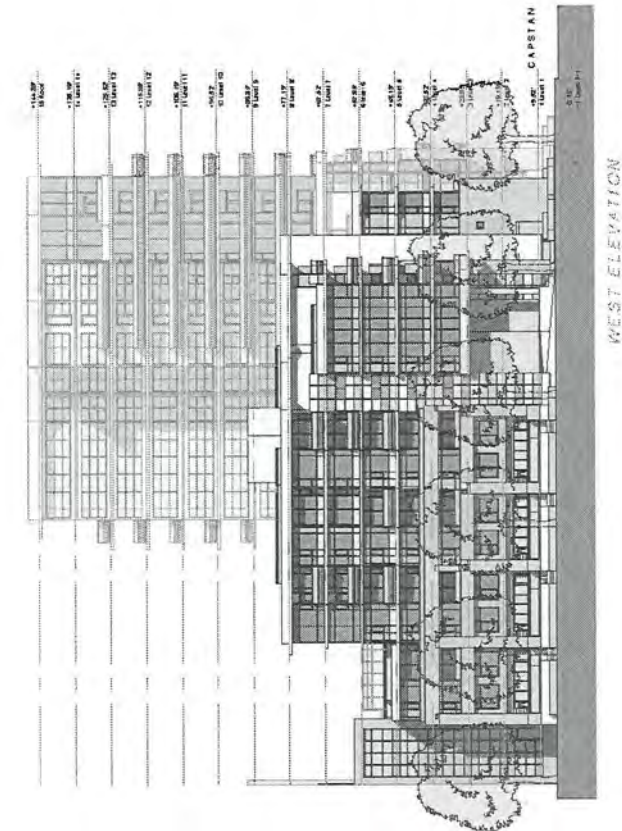


ELEVATION CONCEPT

Pinnacle Centre
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Richmond BC

PINNACLE INTERNATIONAL
BINGHAM HILL ARCHITECTS

DECEMBER 14, 2011

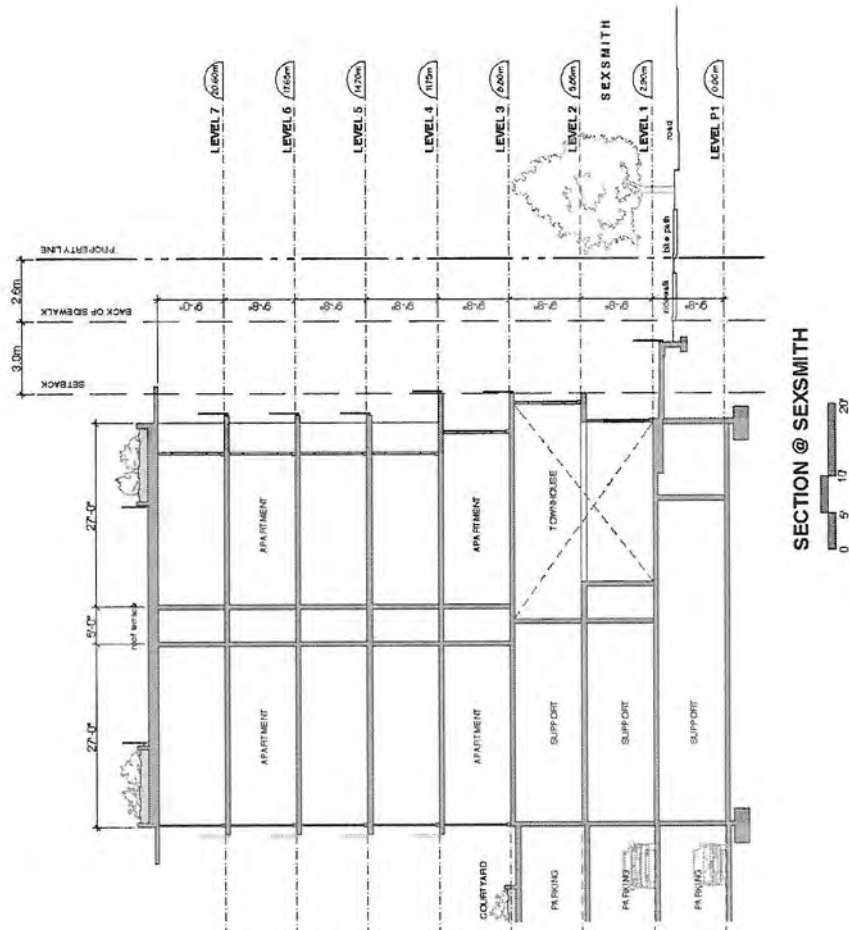


ELEVATION CONCEPT

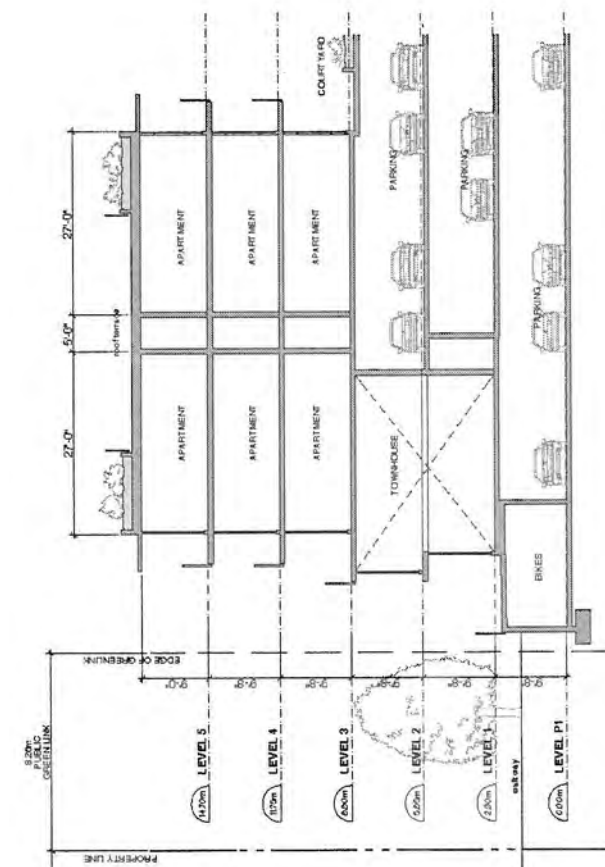
**Pinnacle Centre
@ Capstan Station
Phase 1**
Richmond BC

PINNACLE INTERNATIONAL
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DECEMBER 14, 2011



SECTION @ SEXSMITH



SECTION @ PEDESTRIAN ACCESS

PLN - 238

Pinnacle Centre
@ Capstan Station
Phase 1
Richmond BC

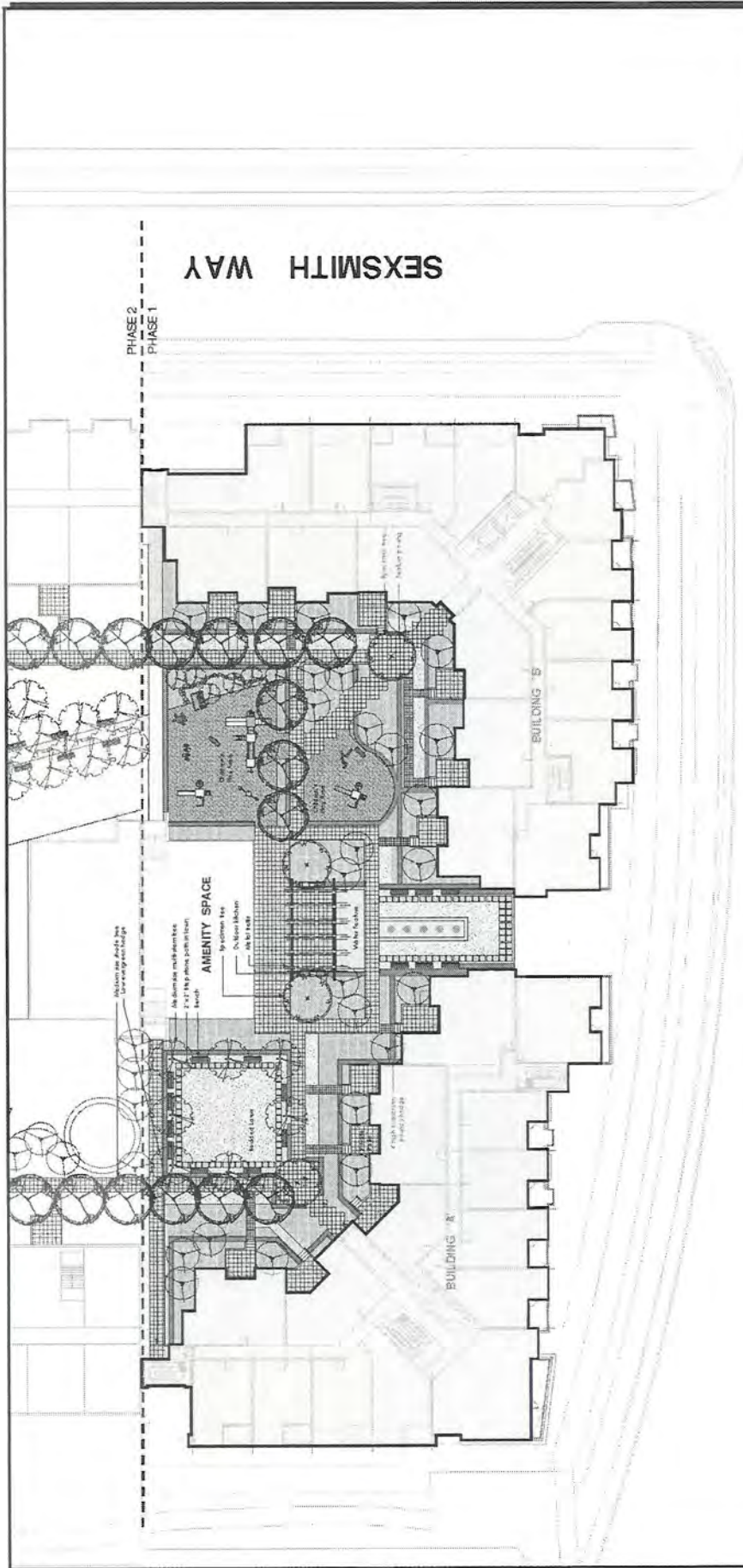
PINNACLE INTERNATIONAL
BINGHAM HILL ARCHITECTS

DECEMBER 14, 2011



DUPONT-KRUIK LTD. LANDSCAPE ARCHITECTS
102-1037 West 5th Avenue Vancouver, B.C. V6J 1N5
P 604.684.4611
F 604.684.0577
telex 331662

107



LEVEL 3 COURTYARD LANDSCAPE PLAN CAPSTAN VILLAGE

L03

DRAWN BY
PROJECT NUMBER 10116

DATE 13 DEC 2011
SCALE 1/8" = 1'-0"

DURANTE & ASSOCIATES, LANDSCAPE ARCHITECTS
105 107 West 56 Avenue, West Tower, D.C. 10015
P: 601.694.4811
F: 601.694.4877
WWW.DURANTE.COM





**Richmond Official Community Plan Bylaw 7100
Amendment Bylaw No. 8841 (RZ 10-544729)
3391 and 3411 Sexsmith Road and a Portion of City Lane on the
North Side of Capstan Way Between Sexsmith Road and No. 3 Road**

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

1. Richmond Official Community Plan Bylaw 7100, Schedule 1, is amended by repealing the existing land use designation in Attachment 1 (Generalized Land Use Map) thereof of the area bounded by Capstan Way, No. 3 Road, Sea Island Way, and Sexsmith Road and by designating the area as “Mixed Use”, except designating the portion of the area identified as “Park” on “Schedule A attached to and forming part of Bylaw No. 8841” as “Public and Open Space Use”.
2. Richmond Official Community Plan Bylaw 7100, Schedule 2.10 (City Centre Area Plan), as amended by Official Community Plan Amendment Bylaw No. 8837, is amended by:
 - 2.1. On page 2-20, on the Pedestrian-Oriented Retail Precincts Map, in the area bounded by Capstan Way, No. 3 Road, Sea Island Way, and Sexsmith Road, repealing the “Retail High Streets & Linkages” and “Secondary Retail Streets & Linkages” map designations and inserting the following map designations in the locations indicated in “Schedule A attached to and forming part of Bylaw 8841”:
 - a) “Retail High Streets & Linkages” in the locations indicated as “Pedestrian-Oriented Retail Precincts – High Street & Linkages”; and
 - b) “Secondary Retail Streets & Linkages” in the locations indicated as “Pedestrian-Oriented Retail precincts – Secondary Retail Streets & Linkages”.
 - 2.2. On page 2-27, on the Street Network Map (2031), in the area bounded by Capstan Way, No. 3 Road, Sea Island Way, and Sexsmith Road, repealing the “Minor Streets” map designations, and inserting “Minor Streets” map designations in the locations indicated as “Proposed Streets” on “Schedule A attached to and forming part of Bylaw No. 8841”.
 - 2.3. On page 2-36, on the Pedestrian Environment Map (2031), in the area bounded by Capstan Way, No. 3 Road, Sea Island Way, and Sexsmith Road, repealing the “Green Link (Future)” map designation, and inserting “Green Link (Future)” map designations in the locations indicated as “Pedestrian Linkages” along Capstan Way and aligned north-south, mid-block between No. 3 Road and Sexsmith Road, on “Schedule A attached to and forming part of Bylaw No. 8841”.

- 2.4. On page 2-65, on the Base Level Parks & Open Space Map (2031), in the area bounded by Capstan Way, No. 3 Road, Sea Island Way, and Sexsmith Road, repealing the “Neighbourhood Park (Future to 2031)” and “Green Link (Future)” map designations, and inserting the following map designations in the locations indicated in “Schedule A attached to and forming part of Bylaw 8841”:
- a) “Neighbourhood Park (Future to 2031)” in the location indicated as “Park”; and
 - b) “Green Link (Future)” in the locations indicated as “Pedestrian Linkages” along Capstan Way and aligned north-south, mid-block between No. 3 Road and Sexsmith Road.
- 2.5. On page 2-68, on the Neighbourhood Parks Map, in the area bounded by Capstan Way, No. 3 Road, Sea Island Way, and Sexsmith Road, repealing the “Neighbourhood Park (Future to 2031)” map designation and inserting a “Neighbourhood Park (Future to 2031)” map designation in the location indicated as “Park” in “Schedule A attached to and forming part of Bylaw No. 8841”.
- 2.6. On page 2-71, on the Pedestrian Linkages Map, in the area bounded by Capstan Way, No. 3 Road, Sea Island Way, and Sexsmith Road, repealing the “Green Link (Future)” map designation and inserting “Green Link (Future)” map designations in the locations indicated as “Pedestrian Linkages” along Capstan Way and aligned north-south, mid-block between No. 3 Road and Sexsmith Road, on “Schedule A attached to and forming part of Bylaw No. 8841”.
- 2.7. On page 2-88, on the Public Realm Areas Map, in the area bounded by Capstan Way, No. 3 Road, Sea Island Way, and Sexsmith Road, repealing the “High Streets & Linkages (Highest Priority)” and “Secondary Streets & Linkages (Priority Areas)” map designations and inserting the following map designations in the locations indicated in “Schedule A attached to and forming part of Bylaw 8841”:
- a) “High Streets & Linkages (Highest Priority)” in the locations indicated as Retail High Streets & Linkages”; and
 - b) “Secondary Streets & Linkages (Priority Areas)” in the locations indicated as “Secondary Retail Streets & Linkages”.
- 2.8. On page 4-6, on the Proposed New Transportation Improvements Map (2031), in the area bounded by Capstan Way, No. 3 Road, Sea Island Way, and Sexsmith Road, repealing the “Minor Street, New Street” map designations and inserting “Minor Street, New Street” map designations in the locations indicated as “Proposed Streets” on “Schedule A attached to and forming part of Bylaw No. 8841”.
- 2.9. On page 4-10, on the Parks & Open Space Map (2031), in the area bounded by Capstan Way, No. 3 Road, Sea Island Way, and Sexsmith Road, repealing the “Neighbourhood Park (Future to 2031)” map designation and inserting a “Neighbourhood Park (Future to 2031)” map designation in the location indicated as “Park” on “Schedule A attached to and forming part of Bylaw No. 8841”.

- 2.10. On the Generalized Land Use Map (2031), in the area bounded by Capstan Way, No. 3 Road, Sea Island Way, and Sexsmith Road, repealing the "Urban Centre T5", "Park", "Village Centre Bonus", and "Proposed Streets" designations and inserting those map designations in the locations indicated on "Schedule A attached to and forming part of Bylaw No. 8841".
- 2.11. On the Specific Land Use Map: Capstan Village (2031), in the area bounded by Capstan Way, No. 3 Road, Sea Island Way, and Sexsmith Road, repealing the land use designations and replacing them as indicated on "Schedule A attached to and forming part of Bylaw No. 8841".
- 2.12. Updating document formatting and mapping as required to accommodate the identified bylaw amendments.
3. This Bylaw may be cited as **"Richmond Official Community Plan Bylaw 7100, Amendment Bylaw No. 8841"**.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

OTHER REQUIREMENTS SATISFIED

ADOPTED

CITY OF RICHMOND
APPROVED by
APPROVED by Manager or Solicitor

MAYOR

CORPORATE OFFICER

CCAP Amendment Pinnacle RZ 10-544729



- | | | |
|---|---|--|
| General Urban T4 (25m) | Marina (Residential Prohibited) | Proposed Streets |
| Urban Centre T5 (45m) | Marina (Waterborne Residential Permitted) | Pedestrian-Oriented Retail Precincts-High Street & Linkages |
| Urban Centre T5 (35m) | Village Centre Bonus | Pedestrian-Oriented Retail Precincts-Secondary Retail Streets & Linkages |
| Urban Centre T5 (25m) | Institution | Richmond Arts District |
| Park | Pedestrian Linkages | Capstan Station Bonus |
| Park-Configuration & location to be determined | Waterfront Dyke Trail | Canada Line Station |
| Village Centre: No. 3 Road & Capstan Way Intersection | Enhanced Pedestrian & Cyclist Crossing | Transit Plaza |



**Richmond Zoning Bylaw 8500
Amendment Bylaw No. 8842 (RZ 10-544729)
3391 and 3411 Sexsmith Road and a Portion of City Lane on the
North Side of Capstan Way Between Sexsmith Road and No. 3 Road**

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 designating it **RESIDENTIAL/LIMITED COMMERCIAL (RCL4)**, as amended by Richmond Zoning Amendment Bylaw No. 8842:

That area shown as cross-hatched on "Schedule A attached to and forming part of Bylaw No. 8842".

2. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw No. 8842**".

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

MINISTRY OF TRANSPORTATION &
INFRASTRUCTURE APPROVAL

OTHER REQUIREMENTS SATISFIED

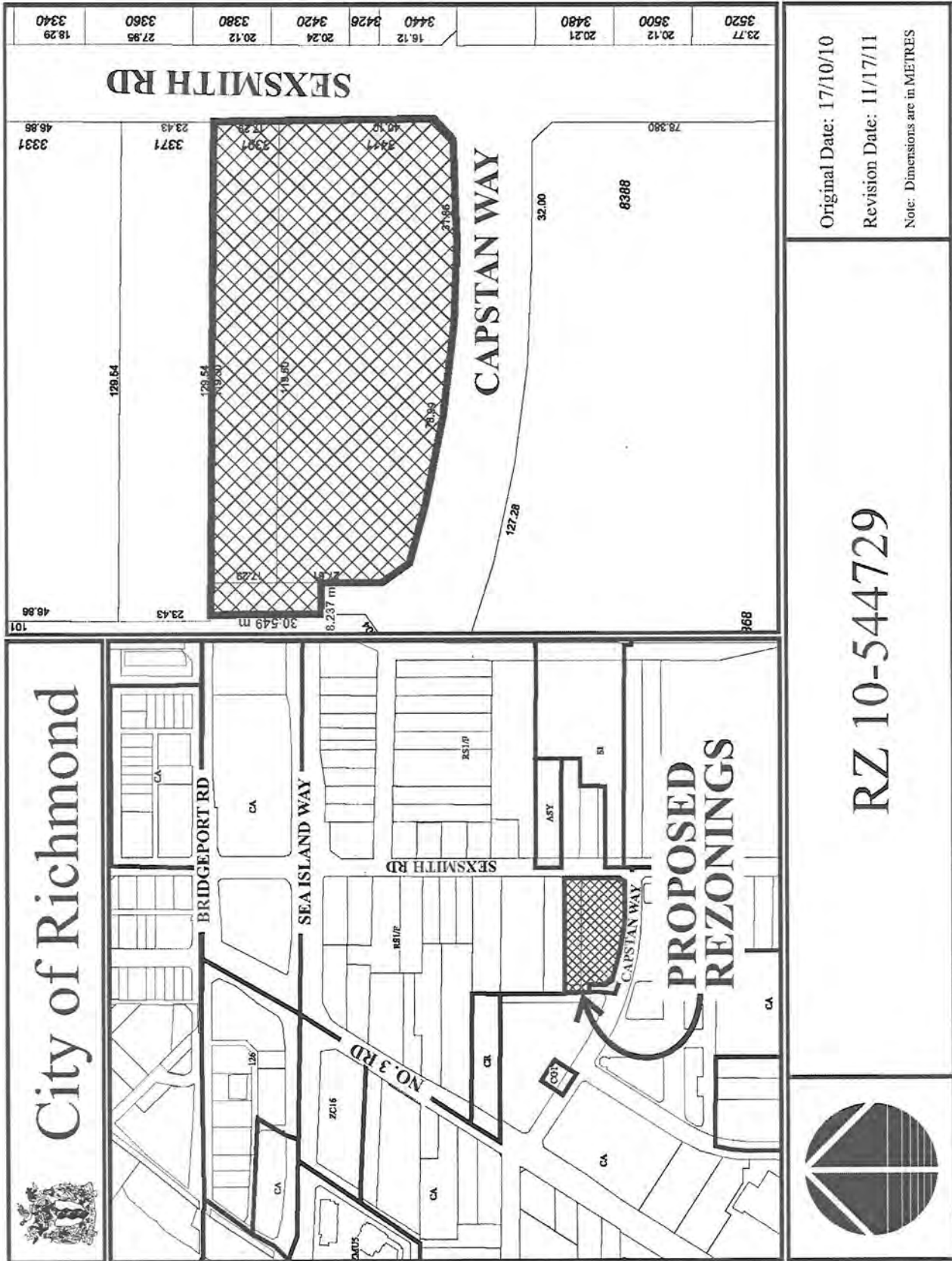
ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED by

APPROVED by Manager or Solicitor



To: Planning Committee
From: Brian J. Jackson, MCIP
Director of Development

Date: January 12, 2012
File: RZ 09-466062
08-4105-20-AMANDA
#/2012-Vol 01

Re: Application by Oris Development (Kawaki) Corp. for an OCP Amendment to London/Princess Sub-Area Plan and for Rezoning at 6160 London Road and 13100, 13120, 13140, 13160 and 13200 No. 2 Road from "Light Industrial (IL)" to "Commercial/Mixed-Use (ZMU20) – London Landing (Steveston)" and "School & Institutional (SI)"

Staff Recommendation

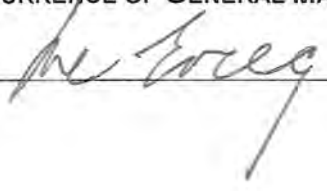
1. That Bylaw No. 8817, to redesignate 13100, 13120 and 3140 No. 2 Road from "Use to be Determined" and "Public Open Space" to "Mixed Use", and to redesignate the southern portion of 6160 London Road from "Mixed Use" to "Public Open Space" in the London/Princess Land Use Map in Schedule 2.4 of the Official Community Plan Bylaw 7100 (Steveston Area Plan), be introduced and given first reading;
2. That Bylaw No. 8817 having been considered in conjunction with:
 - the City's Financial Plan and Capital Program; and
 - the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plansis hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act.
3. That Bylaw No. 8817, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby deemed not to require further consultation;
4. That Bylaw No. 8818, to create "Commercial/Mixed-Use (ZMU20) – London Landing (Steveston)" and for the rezoning of 13100, 13120 and 13140 No. 2 Road and the northern portion of 6160 London Road, from "Light Industrial (IL)" to "Commercial/Mixed-Use (ZMU20) – London Landing (Steveston)", and for the rezoning of 13160, 13200 No. 2 Road and southern portion of 6160 London Road from "Light Industrial (IL)" to "School & Institutional (SI)" be introduced and given first reading; and

5. That staff be directed to take the required steps to redesignate that portion of FREMP Management Unit II-29 approximately between the western property boundary of 6240 Dyke Road and the western boundary of No. 2 Road within the FREMP-Richmond Area Designation Agreement from "**Icw**" (Industrial-Conservation-Water Oriented Residential/Commercial) to "**Rcw**" (Recreation/Park-Conservation-Water Oriented Residential/Commercial).
6. That the net funds from the land transactions be transferred to an account which would be specifically intended for Arts, Culture and Heritage capital purposes.



Brian J. Jackson, MCIP
Director of Development

FM:blg
Att.

FOR ORIGINATING DEPARTMENT USE ONLY		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Real Estate Services	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Arts, Culture and Heritage	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Engineering	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Law	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Parks	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Policy Planning	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	

Staff Report

Origin

Oris Development (Kawaki) Corp. has applied to the City of Richmond to rezone 6160 London Road and 13100, 13120, 13140, 13160 and 13200 No. 2 Road (**Attachment 1**) from "Light Industrial District (IL)" to "Commercial/Mixed Use (ZMU20) – London Landing (Steveston)" and "School and Institutional Use (SI)" in order to develop a mixed-use development containing approximately 80 apartment units (including 10 live/work units), approximately 1,364 m² (14,682,45 ft²) of street-oriented commercial space (including restaurants) and parking for approximately 201 cars (**Attachment 2**). The proposal also involves the development of a waterfront public park and relocation of the temporary bike park to another permanent location.

The concept behind this application is simple: currently, the City owns the west half of this block and the developer (Oris) owns the east half. After the land sale/purchase transactions involved in cooperatively developing this block have taken place, the City land for future development of a neighbourhood park that presently has a north-south configuration with a narrow frontage on the river (presently used by the Dirt Bike Terrain Park), will occupy the southern half of the block and extend along the river front between the end of No. 2 Road and Dyke Road; the developer will own the northern half. The size of the City portion is smaller than before the land transactions indicated above, however, the applicant will be responsible for the cost of developing the new waterfront park and associated dyke realignment/upgrading, and the relocation and development of the Dirt Bike Terrain Park to another location.

In addition, the net proceeds from the subject land transactions associated with the development of this block at London Landing, as mentioned above, are proposed to be transferred to a reserve account, created for the purpose of funding future arts, culture and heritage capital projects.

The business terms of the land and building transactions are discussed in more detail in a separate report from Real Estate Services. Details regarding the creation of an "Arts, Culture and Heritage Capital Reserve Fund" will be provided by Community Services: Arts, Cultural and Heritage prior to Council's final reading of the Zoning Bylaw for this project.

Background

In late 2007, Oris Development (Kawaki) Corp. and City staff held discussions regarding options for potential cooperative effort between the City and Oris Development (Kawaki) Corp. for development of the developer site and the five (5) City-owned lots included in the block defined by London Road to the north, unopened Wharf Street to the south, Dyke Road to the east and the unopened ending of No. 2 Road to the west.

In 2008, a Report to Council on the potential cooperative development options that involved the City-owned lands at 13100, 13120, 13140, 13160 and 13200 No. 2 Road, and the privately-owned Kawaki industrial site at 6160 London Road was taken to Council. Council endorsed a cooperative site development concept for the site and authorized Oris Development (Kawaki) Corp. to include the City-owned lots in its rezoning application for a comprehensively development of the subject lands.

The rezoning application responds well to the principle of a comprehensive and cooperative development of the site. The proposal associated with the present rezoning fully achieves both, the City's waterfront park development objectives and the developer benefiting from a site planning design exercise based on an east-west configuration of the mixed-use portion of the site that results on a greater number of residential units having visual access to the river.

Findings of Fact

The proposed development reflects the revised development considerations discussed between City staff and the applicant, and is the result of a coordinated effort aiming to achieve the general urban design, parks, liveability and complete community objectives envisioned in the Official Community Plan (OCP) and the Steveston Area Plan for developments along the riverfront (London/Princess Node), in a comprehensive manner.

A Development Application Data Sheet (**Attachment 3**) is attached, providing specific details about the proposed development that includes subdivision and consolidation in one (1) development site parcel and one (1) parcel to be created and transferred to the City for park uses (**Attachment 4**).

Proposed Development Description

The proposed development reflects the agreement between the City of Richmond and Oris Development (Kawaki) Corp. to cooperatively undertake the site planning and development of this critical site on the waterfront, at the end of No. 2 Road, that will facilitate the development of a unique water-fronting City public park in this unique emerging neighbourhood at the south end of No. 2 Road.

The subject development involves consolidation of three (3) City-owned lots (13100, 13120 and 13140 No. 2 Road) and the applicant's lot (6160 London Road) and subdivision in two (2) parcels (**Attachment 4**). The northern lot is the actual development site for the mixed-use proposal while the southern lot (approximately 947.6 m² or 10,200 ft²) will be transferred to the City for park use purposes and consolidated with the southerly two (2) City lots at 13160 and 13200 No. 2 Road for the development of a public park along the riverfront, on the south side of the proposed mixed-use development. The comprehensive design of the public park integrates the proposed new alignment of the river dyke, which is proposed to extend along the south and west side of the development site.

- The preliminary conceptual drawings for the proposed mixed-use development submitted with this rezoning application (**Attachment 2**) include a total of approximately 80 units distributed in two (2) buildings containing three (3) residential floors over a commercial ground floor. The two (2) buildings are separated by a north-south pedestrian Mews that extend at the centre of the site from London Road toward the public park fronting the south arm of the Fraser River.
- Parking is provided in one (1) underground level beneath most of the development site. Residents' parking is provided under Building A, while visitor and commercial parking is provided under Building B (West building). An additional parking area is provided at grade that will serve the short-term parking needs of most of the retail-commercial uses. Vehicular access to all parking and to loading/unloading spaces, provided at grade, is from Dyke Road on the east side of the development site.

- There will be total of 80 residential units. Approximately 51 units in Building A (East building) and approximately 29 units in Building B (West building). It is intended that the proposed Live/Work units line up both sides of the central pedestrian Mews.
- In Building A *(East building), a total of approximately 430 m² (4,628.6 ft²) is proposed for retail commercial uses on the London Road and Dyke Road frontages, and approximately 353 m² (3,799 ft²) for a restaurant fronting onto the waterfront park and Dyke Road. In Building B (West building) approximately 581 m² (6,254.03 ft²) are allocated to a variety of retail and commercial uses, with frontage on London Road to the north, and the No. 2 Road proposed access to the waterfront park on the west.

Surrounding Development

The proposed development site is located at the Fraser River South Arm waterfront, at the end of No. 2 Road, in the London-Princess Node of Steveston.

The site, which involves seven (7) existing lots zoned for Light Industry use, is presently occupied by a light industrial building and associated open parking on the east side of the development site and the temporary Bike Terrain Park on the its west side. The urban context around the subject site includes:

- To the north:** Across London Road, are two (2) new four-storey mixed-use residential/commercial developments;
- To the east:** Across Dyke Road, are several light industrial two-storey buildings, that in the future, are expected to develop at a similar density and form as the proposed development;
- To the south:** The un-opened Wharf Street, presently used for informal public parking serving the visitors to the waterfront linear park extending to the east; and
- To the west:** A large Crown land site (Fisheries & Oceans Canada), containing several warehouses, open storage and repair shops for vessels and dock.

Related Policies and Studies

Richmond Official Community Plan

The Richmond Official Community Plan (OCP) Generalized Land Use Map designates the subject sites as “Mixed-Use” which is applicable to those areas of the city where the principal uses are a combination of residential, commercial, business and industry, and public and private institutions. The proposed development includes most of these uses under the present designation in the OCP.

Steveston Area Plan.

The Steveston Area Plan identifies this area as forming part of the London/Princess Node, one (1) of the various Steveston Waterfront Neighbourhoods. The London/Princess Land Use Map (**Attachment 5**) designates this area as:

- The three (3) northern City-owned lots (13100, 13120 and 13140 No. 2 Road) are designated “**Use to be Determined**” and “**Public Open Space**”, over a small portion of 13140 No. 2 Road;
- The two (2) remaining City-owned lots (13160 and 13200 No. 2 Road and the water fronting lots) are designated “**Public Open Space**”; and
- The eastern portion of this area (6160 London Road) is designated “**Mixed Use**”.

The proposed land uses on the site meet the OCP Mixed-Use and Public Open Space designations to achieve the overall planning objectives in the Steveston Area Plan-London/Princess Node.

An amendment to the OCP is being proposed as part of this rezoning to facilitate integrating the three (3) City-owned lots at 13100, 13120 and 13140 No. 2 Road as part of this mixed-use proposed development, by redesignating them from “Use to be Determined” and “Public Open Space” to “Mixed-Use” and redesignating a portion of 6160 London Road to “Public Open Space” in order to achieve the park development and waterfront objectives of the Plan.

The lot consolidation and subdivision required as part of this development includes the creation of one (1) mixed-use development parcel and one (1) lot that will be dedicated to the City for park use; this lot will be further subdivided and consolidated with the remainder two (2) City-owned lots at 13160 and 13200 No. 2 Road, and portions of No. 2 Road and Wharf Street that will be closed in the future.

Floodplain Protection Management Strategy.

In accordance with the City’s Flood Protection Management Strategy, the applicant is required to register a Flood Plain Covenant on Title referencing the minimum Flood Construction Level (FCL) for this site, which is 2.9 m (GSC). Proposed building grade elevation, at 4.7 m (geodetic) satisfies the required FCL in the area for buildings protected by City dikes.

Environmental Review and FREMP-Richmond Area Designation Agreement

The park area and uses represent a slight encroachment into the 30.0 m from the high water mark ESA designation area. Mitigation/compensation aspects related to this aspect of the proposal to ensure that there is no net loss of ESA as per OCP requirements will be identified via a biologist report that includes assessment of the ESA and foreshore areas to be impacted and proposes a mitigation, compensation and enhancement planting and maintenance plan (on-site and off-site), as required under the Rezoning Considerations (**Attachment 6**), as concurred to by the developer.

The FREMP Area designation agreement indicates that the agreed upon land use is Icw (Industrial as the primary use, conservation and water-oriented urban as the secondary uses). The proposed development associated with the subject will require the removal of industrial in favour of water-oriented urban as the primary use.

An Area Designation Agreement amendment will be prepared by the City to address these matters.

The above-noted measures and any required landscaping/remediation work will be determined with input and endorsed by DFO, and secured through Letter of Credit and any other necessary legal agreements (Servicing Agreement) for the development of the waterfront park, including dyke construction along the South Arm of the Fraser River at the interface between the proposed mixed-use development and the proposed park.

Site's Archaeological/Heritage

The City has identified some Heritage and Archaeological value on the various parcels of this development that may come under the protection of the Heritage Conservation Act of British Columbia and the Ministry of Tourism. The Culture and the Arts - Archaeology Branch of the Ministry will be contacted by the applicant to obtain information and respond to any requirements on this matter, including the possible involvement of a professional archaeologist to produce a report on previous uses and built forms, as part of the Development Permit review process.

Heritage archaeological sloughs initially identified on the development site are:

- An Archaeological Slough identified over northwest portion of the lot assembly and extending to the north and west.
- Archaeological Site over the entire lot assembly and extending to the northwest and southeast.

Richmond's Affordable Housing Strategy/Density Bonus

The City's Affordable Housing Strategy requires the delivery of affordable housing units through new residential developments by the private and public sector.

The Richmond Affordable Housing Strategy requires that, in residential and in mixed-use developments containing a residential component of more than 80 units, at least 5% of the total residential area floor area ratio (FAR) permitted on the site (with a minimum of 4 units) be made available for low-end market rental purposes. For residential developments of 80 units or less, the Strategy requires an in-lieu monetary contribution to the Affordable Housing Reserve Fund of \$4.00/ft² of residential area.

As the proposed development involves 80 residential units, the proposed development will respond to this Policy by making an in-lieu monetary contribution to the Affordable Housing Fund.

Consultation

The Richmond OCP Bylaw Preparation Consultation Policy provides direction regarding the consultation requirements for an OCP amendment, however, because the proposed land use redesignations only affect three (3) small of the sites forming part of the subject development proposal and result in a reconfiguration of the public open space that achieve the OCP vision and objectives for the area that aim to achieve continuity of the waterfront linear park system and creation of public open space that will provide for a substantial waterfront exposure, no formal public consultation was undertaken in association with development proposal associated with this rezoning application.

School District

According to OCP Bylaw Preparation Consultation Policy 5043, which was adopted by Council and agreed to by the School District, residential developments requiring an OCP amendment which generate less than 50 school aged children do not need to be referred to the School District (e.g., typically around 295 multiple-family housing units). As the subject rezoning application involves only involves 70 multiple-family housing units and 10 Live/Work units and the subject application is consistent with the OCP designations in the area, no referral to School District No. 38 (Richmond) was made.

Development Signage and Public Hearing

The rezoning process associated with this development proposal includes the erection of a development sign, notification of neighbours and local advertisement of the Public Hearing. The statutory Public Hearing will provide area residents, businesses and property owners with an opportunity to comment on the subject application.

The applicant has provided confirmation that development signs have been posted on the site and, to this date, staff has received a few minor positive comments on the proposed development.

Staff Comments

Arts, Culture and Heritage Capital Reserve

It is proposed that the net proceeds from the land transactions be designated to fund Arts, Culture and Heritage capital projects. Types of projects could include new facilities, renovations to existing facilities and restoration of heritage assets. Staff proposes that a capital reserve be established for these intended purposes. A report and bylaw creating a capital reserve account will come to Council for approval prior to 4th reading of the Zoning Bylaw associated with the project, together with a detailed Terms of Reference for the use of the funds.

Capacity Analysis

Surface Drainage

Analysis not required based on the proposed mixed-use development being fully contained within the City's dyke system. A site analysis (for site connection only) will be required as part of the Servicing Agreement.

Sanitary Analysis to London sanitary pump station has demonstrated that the existing sanitary main from the site (SMH 3916) downstream to the London pump station has enough capacity to convey the design flow and sewer back-up does not exist under the 'existing + in-stream + proposed' and 'OCP' cases. The City accepts the consultant's recommendation that no upgrades of the existing system are necessary.

Water: Using the OCP 2021 Maximum Day Model, there is 332 l/s available at 20 psi residual. The proposed development requires a minimum fire flow of 275 L/s for Condo/Apartment (Combustible Construction), 180 L/s for Condo/Apartment/High Rise (Non-Combustible Construction) or 200 L/s for Commercial, therefore Water analysis is not required.

The Servicing Agreement associated with this development will require a letter and/or drawing signed and sealed by a professional engineer confirming the existing frontage size and if necessary, upgrading pipe size to 150 mm as per City requirements.

Other Servicing Issues

It has been noted that there is an existing 200 mm diameter watermain that bisects the northeast corner of the site in a right-of-way (ROW) and a sanitary sewer line in a ROW across the north edge of the site and a Terasen gasmain that runs north-south through the site. The storm sewer is located close to the proposed corner cut at London and Dyke Roads. As the building is designed to the north edge of the site, all of these will have to be addressed and relocated as a condition of rezoning.

Dike Realignment and Construction

The proposed development is outside of the existing dike, which runs along London Road (between No. 2 Road and Dyke Road) and on Dyke Road (between London Road and Wharf Street), leaving the Oris development site outside of the existing dike. The development proposes to move the dike alignment to Wharf Street from Dyke Road to No. 2 Road, and No. 2 Road from London Road to Wharf Street. Ultimately, it would be beneficial to existing properties if the dike alignment on Wharf Street could be extended west of No. 2 Road through the existing Federally-owned property (13191 No. 2 Road) and the proposed section on No. 2 Road would not be required. However, this extension is not certain and could take years or decades to materialize. The proposed dike relocation will provide full dike protection to the development and will be an integral part of the proposed waterfront park.

Staff are currently working on a Dike Master Plan that will provide direction and clarity on required medium to long-term dike improvements in the Steveston area. To support the timeliness required by development, Staff are recommending the above dike realignment and will insure that it is incorporated into the Dike Master Plan.

As the dike is proposed to be an integral part of the proposed waterfront park, the required Servicing Agreement for construction of the dike will include detailed design and development of these components in close coordination with, and to the satisfaction of the City of Richmond Parks, Engineering and Environmental Sustainability staff and the Provincial Dyke Inspector.

Staff recommend relocating the dike to the proposed location for the following reasons:

- *Flood Protection*

While the development could technically be permitted outside of the City dike, staff recommend that the development be protected by the dike to align with the City's Flood Protection Management Strategy. It is generally accepted that sea level is rising as a result of climate change and that City dikes will have to be improved to meet rising sea levels. If the development is constructed behind the dike, it will be protected from sea level rise by future dike improvements. If constructed outside of the dike, it will be susceptible to sea level rise and it may be difficult for property owners to procure insurance.

- *Future Dyke Upgrading*

As noted above, sea level rise will force the City to increase the height of existing dikes. The existing dike along London Road and Dyke Road will be difficult to raise in its current location. There are existing, recent developments immediately adjacent to the dike that would be impacted by increasing the height of the dike in its current location. Additionally, the existing dike is part of the local road network and increasing the height of the dike would require adjustment of adjacent local road grades which would impact neighbouring developments.

- *Utilities*

There are existing City and private utilities located both within and adjacent to the existing dyke along London Road and Dyke Road. The City's long-term goal is to minimize utilities within the dike as they compromise the integrity of the dyke. Relocating these utilities would be problematic as there is no obvious alternate corridor that can accommodate them while maintaining service to existing developments. In addition, allowing the development to proceed outside of the dyke would require that utilities servicing the development would have to go through the existing dyke, which would reduce the integrity of the dyke.

- *No. 2 Road South Pump Station*

The No. 2 Road South Pump Station was originally built in 1978 and was extensively upgraded in 1999. While it has provided good service, it will eventually be replaced based on ageing infrastructure and capacity issues. The pump station location is not considered ideal as it discharges into a marina. With the existing London Road and Dyke Road dyke alignment, there are no reasonable alternate locations for the No. 2 Road South Pump Station. The proposed relocation of the dyke allows for potential alternate sites for a future No. 2 Road South Pump Station, such as the southern end of No. 2 Road.

Tree planting may not occur within the dyke profile and trees proposed to be located within the dyke right-of-way (ROW) must have approval from the Provincial Dyke Inspector. Root barrier or planters will be required where trees are proposed within the dyke ROW.

The dyke will be built to Provincial standards with a crest elevation of 4.7 m by the developer. Any potential fill/enhancements required along the shoreline corridor as a result of realigning and raising the elevation of the dyke will be addressed and resolved with the appropriate Government agencies. Aspects associated with any required remediation planning and remediation work, as required by the Ministry of Environment, will need completion prior to a Final Occupancy Permit, as per Rezoning Considerations (**Attachment 6**) concurred by the developer.

Transportation, Parking and Circulation

A Servicing Agreement for frontage improvements along London Road and Dyke Road must be entered into prior to adoption of the final rezoning for the subject site, as Rezoning Considerations (**Attachment 6**) concurred by the developer.

Pedestrian-Friendly Facilities and Traffic Calming.

In order to reinforce pedestrian circulation to and through the development site, the proposed development includes wide sidewalks and various traffic calming measures to achieve a pedestrian-friendly circulation environment around and through the site. Parking pockets for on-street parking (and associated curb extensions at the intersections) will be provided along London Road and Dyke Road.

A Traffic Impact Analysis (TIS) to assess the adequacy of the site parking and access location was undertaken by the applicant's consultant.

The TIS included a review of the traffic generated by the proposed site, the traffic impact to existing and future traffic road network, parking/loading requirements for each component of the development, adequacy of pedestrian, bicyclist and transit facilities. The TIS also evaluated impact of the surface parking and its access from Dyke Road.

The TIS confirmed that the access to a small surface parking lot at the south end of No. 2 Road, which will provide a small number of short-term parking spaces at the corner of No.2 Road and London Road to serve the drop-off needs of the visitors to the waterfront park and dyke trail system, is adequate.

London Road and Dyke Road will have an 11.2 m pavement width from curb to curb (including parking lane) and two (2) corner cuts (4 m x 4 m) will be provided at London Road/No. 2 Road and London Road/Dyke Road.

Parking and Circulation

- Access to all parking; residents, visitors and commercial patrons is provided from Dyke Road.
- As the proposed total number of parking spaces provided is slightly below the Zoning Bylaw requirements, design development should reduce this gap at the Development Permit phase.
- There are 22 parking spaces, including two (2) accessible parking spaces in a covered courtyard proposed at grade on Level 1, with direct access from Dyke Road that will provide for the short-term parking needs of the retail commercial and restaurant uses on Level 1 of Building A (East building), along Dyke Road and portion of London Road.
- Residents' parking and visitor/commercial parking areas will be separated by a security gate.
- The required two (2) loading spaces are provided in the parking courtyard, on both sides of the driveway to parking levels from Dyke Road.

Adjustments to the loading area to improve manoeuvring, and improve secured use of residents parking spaces will be implemented through the Development Permit review phase.

Garbage and Recycling

Location of garbage room and dimensions and number of garbage and recycling containers provided are in general acceptable to Environmental Programs staff, subject to some adjustments recommended to improve collection servicing and addressing the specific requirements for fats recycling that will be required by the proposed restaurant.

Aspects that will require minor adjustments to the layout of the garbage room and associated collection area will be addressed through the Development Permit review phase.

Tree Survey and Site Vegetation

Because the whole development site will be raised to the level of the new dyke elevation, all trees on the site will have to be removed. A preliminary tree survey has identified that five (5) trees fell within the parameters that required replacement at a 2:1 ratio or cash-in-lieu compensation being provided, as per the Official Community Plan (OCP). The developer will provide cash-in-lieu for these trees as indicated in the Rezoning Considerations (**Attachment 6**), as concurred by the developer.

Development Cost Charges (DCC) Credits

As the proposed development involves the comprehensive realignment/construction of the dyke and design and development of the waterfront park, the developer will be eligible for Development Cost Charge (DCC) park development credits as allowed in the DCC Program.

Advisory Design Panel Comments

The Advisory Design Panel reviewed the proposed development at its meeting of August 18, 2010. The Panel supported and provided comments on the proposed development, as presented at that date. Design development to incorporate the Panel comments and staff design recommendations associated with the revised rezoning submission will be addressed as part of the Development Permit design review process.

Analysis**Steveston Area Plan - London/Princess Node**

This is one (1) of the eight (8) waterfront neighbourhood nodes identified in the Steveston Area Plan. The proposed development meets the Area Plan land use and neighbourhood overall policies regarding the waterfront neighbourhoods which encourage a mix of uses aimed to achieve an integrated waterfront, enhance the mixed-use commercial nature of the Steveston Village, ensure a mixture of housing types and tenures, and provide a variety of open space and recreation opportunities.

The proposed development also responds to the Plan's objectives of providing varied opportunities for access to the foreshore, providing view corridors to the water, and reinforcing nodes of high activity while providing linkages to the whole Steveston community and adjacent neighbourhoods.

Aspects related to the natural environment and public open spaces are addressed by the proposed development in that direct public access to the waterfront and its integration to the public trails existing in the area is provided while the developer working with the appropriate regulatory agencies and the City will ensure that conservation and protection of riparian habitat is fully addressed.

- Based on the lot size and information included in the proposed development Data Chart forming part of the rezoning submission, the proposed development total net floor area ratio (FAR) is approximately 1.62 FAR. This density reflects the need for concentrating the development toward the north of the site for the benefit of providing as large as possible area for the public park along the waterfront.
- The proposed development massing, including proposed building height, is considered adequate in relationship to the significant community benefits derived from this development and is within the FAR range of mixed-use developments in the London Landing neighbourhood core.

- The minor OCP amendment to the Steveston Area Plan (London/Princess Land Use Map in Schedule 2.4 of the Official Community Plan) will confirm the intent of the Plan regarding the waterfront neighbourhoods, specifically the consolidation of this area of the London/Princess Node as the neighbourhood core, and provide for a public open space in the form of a park fully exposed to the waterfront that extends the width of the southern portion of the development site.
- The minor OCP amendment to the Steveston Area Plan proposed in combination with the subject rezoning application associated with the proposed development will add to the vibrancy and liveability of the area by consolidating complete neighbourhoods and better addressing the City's overall objectives of extending the park areas along the river and facilitating city-wide access to the waterfront.

Planning, Engineering, Parks and Community Services: Arts, Culture and Heritage Services fully support the provision of a significant community amenity in the form of a fully developed waterfront park that involves dyke upgrading and realignment, the relocation and construction of the Dirt Bike Terrain Park to another location, and the resulting proceed from the land sale/purchase transactions associated with the subject development being transferred to a reserve account, created for the purpose of funding arts, culture and heritage capital projects

Parks and Community Facilities

Waterfront Park Background Information

The City currently owns properties at 13100, 13120, 13140, 13160, and 13200 No. 2 Road (1.05 acres) and 11 associated water lots (1.76 acres). These lots were purchased from BC Packers in 1994. The total area of the City-owned land and the water lots in this specific area is 2.81 acres.

- This land was purchased through the Development Cost Charge Parks Open Space Program.
- The intent of purchase was to expand the City's waterfront land holdings and establish a staging/parking area to serve the Steveston/South Dyke greenways.
- Potential sale of the three (3) northern lots involved in the subject rezoning application (13100, 13120 and 13140 No. 2 Road) for industrial use was discussed by Council on 1996; however, the Steveston Industrial Study indicated that there was no need for additional industrial land in the future and Council decided to delay any decisions regarding sale, trade or redevelopment of these City lands until land uses in the surrounding area were determined.

Park Related Considerations - Existing and Projected Park Needs

- In 2004, Council considered the Steveston area open space requirements and concluded, *"That Council focus on future land acquisition along the waterfront in the Steveston area as opportunities arise to meet both neighbourhood and City-wide needs."*
- In recent years, residential development of London-Princess has occurred incrementally in smaller parcels and no new substantial parkland to serve these residents has been secured.
- Residents of the London-Princess area are adjacent to the waterfront and the Steveston Greenway, but they are beyond the desirable 800 m radius from a public open space/park (a more traditional neighbourhood gathering space), as indicated in the Richmond's open space system standards.

Proposed Park Development Design Concept

The proposed cooperative development of the City-owned lots and the applicant's development site will facilitate meeting the present and projected park needs for the neighbourhood residents and respond to the intent of focusing on waterfront park development. Open space, parkland and trails within the area will serve both the local residents and add to the City-wide and regional assets.

Park design, as per preliminary landscaping plans submitted with the rezoning application, is generally acceptable to the Parks Department, however, design development to the integrated dyke-park concept is required to ensure park elements are compatible with the dyke.

The required Servicing Agreement for design and construction of the waterfront park will detail structural aspects for each condition where park structures are on the dyke, or within the dyke ROW, to ensure that any constructed features are compatible with dyking objectives.

The proposed park development concept ensures a beneficial and a high quality park development for the City as follows:

- Under the cooperative and comprehensive agreement for development of the subject land, the developer will undertake design and park improvements to the satisfaction of the Parks Department, at no cost to the City. In addition, the developer will pay for the full construction cost of the Bike Terrain Park at a permanent site.
- Minimal net loss of existing open space areas designated parkland/open space in the Official Community Plan that results from land exchanges being considered.
- View corridors along No. 2 Road and Dyke Road will be maintained.
- Amount of open space directly adjacent to the waterfront is increased and its design incorporates a river activities related theme.
- Park development results in improved alignment and upgrading of the dyke to City standards.
- Proposed development provides a high quality development of the public open space as a neighbourhood gathering area and constitutes a premiere destination and staging area along the Steveston Waterfront Greenway.
- Existing public parking spaces on undeveloped Wharf Street right-of-way (ROW) is relocated and replaced.

Public Art

The City supports an artist village/node concept, with artist studios and interpretive landscape features integrated into the park area and waterfront greenway and open space, as supported by the proposed development associated with the subject rezoning.

- The project has several significant opportunities for incorporation of Public Art: the proposed gateway at the foot of No. 2 Road, at the No. 2 Road and London Road intersection, the dyke trail, park and open landscape areas, and along the pedestrian Mews between Building A and Building B, the north-south public access route from London Road to the park through the middle of the site.

- In response to the City's commitment to Public Art, the developer proposes to provide a voluntary contribution at a rate of \$0.60 /ft² based on a maximum floor area ratio (FAR). The Public Art contribution would therefore be approximately \$59,896.66 based on a total building area of approximately 9,274 m² (99,827.77 ft²). This contribution will be made in the form of material improvements and special features integrated into the architectural design and landscaping concept that will support and highlight heritage and historical references associated with previous use of the site.

Affordable Housing In-lieu Contribution.

Because the proposed development involves 80 residential units, the proposed development includes an in-lieu monetary contribution to the Affordable Housing Reserve Fund in the amount of approximately \$329,601.72. This amount is based on a contribution of \$4.00/ft² of the proposed total 7,655 m² (82,400.43 ft²) of total residential area included in the proposal.

Proposed "Commercial/Mixed-Use (ZMU20) – London Landing (Steveston)" Bylaw

The proposed "Commercial/Mixed-Use (ZMU20) – London Landing (Steveston)" zone is based on the "Commercial/Mixed-Use (ZMU14) – London Landing (Steveston)" that applies to existing adjacent developments in the area to provide for the Steveston area commercial, residential and industrial demands of the city.

- The proposed Commercial/Mixed-Use (ZMU20) is tailored to the unique and comprehensive characteristics of the proposed development and aims to achieve the overall density, character and community amenity objectives for the Princess/London Landing neighbourhood with the inclusion of a large park area fronting on to the river.
- The maximum density permitted under the proposed Commercial/Mixed-Use (ZMU20) bylaw is 1.62 FAR, calculated on the net site area. This density is slightly higher than the density found in the various developments in the area and is considered appropriate given the site development context and the substantial community amenities derived from the proposal.
- The actual proposed building height is less than the maximum 21.0 m allowed in the existing zoning applicable to other developments in the area.
- Building setbacks recognize the presence of the continuous strong street fronting character of the retail commercial building frontages along London Road, which is the neighbourhood's main street, and the proposed public park along the waterfront.

Urban Design, Site Planning and Architectural Character

Urban Design and Site Planning

- The proposed location and orientation of the buildings on the site address the mass and open space relationship with adjacent existing developments to the east, along the riverfront and the proposed public park/open space to the south.
- The disposition of two (2) buildings placed on both sides of a north-south central pedestrian corridor/Mews, facilitate adequate sun exposure to all units in the proposed development, and provide existing building(s) on the north side of London Road with view corridors towards the river.

The central “Mews” between the two (2) Mixed-use buildings links London Road, the main commercial street in the neighbourhood on the north, with the public waterfront park to the south. The Live/Work units, with the slightly raised outdoor patio lining up both sides of this central pedestrian spine, will contribute to a vibrant and active pedestrian area and provide the desirable pedestrian scale that is reinforced by the upper floors of the buildings on both sides being further setback.

- The retail commercial frontage on London Road is the appropriate and desirable complement to the existing street level uses/frontage on the opposite side of the street.
- The larger commercial ground floor of the west building (Building B) is the dominant component of the proposal, with full exposure to London Road, the presently unopened ending of No. 2 Road, and the proposed waterfront park area. This street-oriented commercial use will benefit from the proximity to the proposed park and London Road main street commercial character. Refinement of the commercial-retail main floor plan layout and overall interior-exterior relationships will be developed and refined at the Development Permit phase.
- The commercial retail frontage on Dyke Road responds well to and establishes the mixed-use residential-commercial character expected for this short north-south portion of the street. The proposal is also influencing the character and quality of the potential redevelopment of existing Light Industrial areas to the west of the subject development site, across No. 2 Road.
- The proposed Building A, on the east side of the Mews, includes a large restaurant on the ground floor at its southern end, fronting on to the public park. Outdoor decks, slightly elevated from the level of the dyke/park along the south property line of the proposed development site, provide an appropriate transition between the park and the proposed building.

Landscaping & Open Space

Because of the large public park area proposed in conjunction with this development, there is no outdoor amenity area for exclusive specific use of the residents proposed in association with the subject mixed-use development proposal. The proposed public park in front of the subject development is considered appropriate to provide for the outdoor space needs of the residents in the complex.

The design intent of this large proposed public use park area is to balance a naturalized riverfront character with an urban aesthetic. Design of the park area considers its role as a major City-wide destination point that is able to serve the very occasional larger cultural or maritime events that may take place here in the future, but also serve the neighbourhood residents as their open space.

Main features of the proposed public park open space are, among others:

- The river, the riparian edge and the dyke are the single most important feature of this landscape. Proposed park concept and treatment of the areas between the water's edge and the buildings forming part of the proposed development intend to reinforce this role and achieve a smooth transition /relationship from the water's edge to the park, the dyke and the uplands.

- No. 2 Road right-of-way is planned as a continuation of the dyke and Greenway/trail system, while also being the formal entry point to the waterfront park from the north. This unopened portion of No. 2 Road also provides short term, surface parking for drop-off and pick-up of the visitors to the waterfront park and the Dyke Trail.
- The minimum 4.0 m wide crest of the dyke connects the South Dyke Trail to the Steveston Greenway. This pedestrian/bike path continues along the south and west side of the proposed development site, heading north and provides a transition/linkage to the Greenway along the east side of No. 2 Road, north of London Road.
- The No. 2 Road pier is the most obvious waterfront feature in the area and is proposed to be integrated into the design concept to become a landmark in the area.
- The focal point at the end of No. 2 Road ROW, at the water's edge, is intended to be visible from the intersection of No. 2 Road and is intended to draw public into the park site while also maintaining views toward the river.
- The proposed park design concept incorporates references to the heritage of the site (the proposed structures suggest some of this heritage) and constitute some interpretive elements expressed in the site furnishings.

Indoor Amenity Space

The proposal does not include provision of dedicated indoor amenity space for residents. In compliance with City Policy 5041, the developer will provide a monetary contribution in-lieu of indoor amenity space in the amount of \$179,000.

Barrier-Free Access and Aging-in-place

- The proposed development includes six (6) accessible units and will provide barrier-free access from the street to the Community Use Space and lobby of the residential buildings.
- Design features included in the design of the residential units in the proposed development include:
 - Minimum of unit entry door and balcony/patio door clear opening to be 2 ft. 10 in.
 - Minimum width of in-suite privacy door to be 2 ft. 8 in.
 - All door's hardware will be easily operated by the user (i.e. lever handle).
 - Windows will have a sill height of 2 ft. 6 in. with easily operable hardware.
 - One (1) bathroom in the unit will have a clear area of 4 ft. x 2 ft. 6 in. in front of the sink.
 - Easily operated bathroom and kitchen faucets.
 - Center line of water closet located a minimum of 1 ft. 6 in. from face of the wall.
 - 3 ft. 0 in. clear space along the full extent of the bathtub.
 - Provision of clear 2 ft. 8 in. vertical clearance under the kitchen sink in the kitchen.
 - One (1) bedroom provided with a minimum 5 ft. 0 in. clear turning radius on the side of a standard size double bed and closet with a minimum clear opening of 3 ft. 0 in., including provision for a rod to be lowered to 4 ft. 0 in. in height.
 - Electrical rough-in for future installation of automatic unit door opener.
 - Thermostats will be mounted at 3 ft. to 4 ft. 6 in. above the finish floor.
 - Electrical panels, intercoms and light switches will to be mounted at a maximum 4 ft. 0 in. above the finished floor.

Sustainability Aspects of the Proposal

Basic sustainable features incorporated in the design of the proposed development include:

- o Proposed development to be built to LEED Silver standards.
- o Integration of Geothermal heating and cooling.
- o Individual/separate zone control heating and cooling.
- o Energy efficient lighting.
- o Energy efficient, Low E glazing systems.
- o Eco-friendly paints and sealants.
- o Drought tolerant landscaping.

Crime Prevention Through Environmental Design (CPTED)

The proposal incorporates some basic CPTED principles that will be further developed at the Development Permit review phase. These CPTED design features of the proposal include:

- Light coloured painted finish to walls and columns and providing adequate lighting throughout the underground parking level.
- Incorporating glazing into elevator lobbies and vision panels in all doors leading to public accessible areas (exit stairs).
- Provision of unobstructed and clear views from the street toward building entrances and elevator lobbies.
- Providing direct and clear path from visitor parking area to visitors and residents elevator cores.
- Minimizing amount of solid walls in lower parking level and on the commercial parking area below the east residential building.
- Avoiding hidden corners and increasing visibility toward building(s) lobby/elevator core.
- Considering providing pedestrian scale lighting along the Mews and wall-mounted fixtures on the Live/Work units on both sides of the Mews and on sides of the building(s) fronting on to the waterfront park.

Outstanding Design Issues Requiring Resolution at Development Permit Phase

In addition to addressing the Advisory Design Panel general recommendations, design development to the overall concept (**Attachment 2**), and specifically, to the retail commercial main floor plan layout, will be undertaken at the Development Permit stage.

The following specific design related issues identified by staff should also be satisfactorily addressed through the Development Permit review process:

- Appropriate dyke surface paving material to be discussed with City Parks and Engineering. Hard surface paving areas within the dyke ROW shall allow for dyke upgrades and emergency repairs.
- Proposed Nakade Boatworks promontory extending into the park area within the ESA setback may need to be reconsidered. Design for all structures on the outside (water side) of the dyke to allow for dyke upgrades or emergency repairs.
- Resolution of the grade transition between existing portions of the dyke to the east of the development site and upgraded/realigned dyke along the south side of the proposed development.
- Addressing the need for a soft transition of grade between proposed dyke alignment along No. 2 Road and adjacent property to the west.

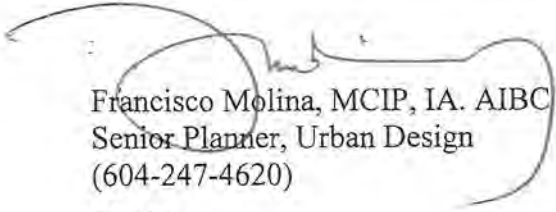
- Further design development to proposed landscaping and confirmation of approval from the Dyking Authority and/or adjustments to the location of tree planting within the dyke profile and/or within the dyke ROW is required. Root barrier or planters may be required where trees are proposed within the dyke ROW.
- Exploring removal/relocation of proposed public washrooms from the central portion of the west side of the retail-commercial level of Building B (West building) and locate them closer to the waterfront park.
- Relocating parkade vent grille (corner of London Road and No. 2 Road) away from the main entry area to the retail commercial lower level of Building B (West building).
- Identifying dimensions and extent of encroachments onto Dyke Road ROW and London Road Public Rights of Passage (PROP) ROW's.
- Adjustments to Level L1 Plan of Building A (East building) to resolve aspects associated with loading space maneuvering.
- Redesigning loading area to improve vehicle maneuvering. Two (2) medium-sized loading bays required. Loading bays to accommodate SU9 truck turning on-site with adequate vertical clearance and without backing onto the public roadway.
- Design development of an architectural/self-standing visual landmark feature at the corner of No. 2 Road and London Road.
- Design development to the south façade of the restaurant to provide a finer grain of architectural detail and improve its relationship/transition to the more natural environment of the waterfront park to the south.

Financial Impact

Real Estate Services will address the value of the land to be exchanged with the developer in exchange for the value of the proposed cash community amenity contribution in a separate report.

Conclusion

Staff recommend this application be approved to proceed. The proposed amendment to the Steveston Area Plan – London/Princess Land Use Map and the City-developer partnership in comprehensively planning and developing the subject site at 6160 London Road (Kawaki site) and City-owned lots on No. 2 Road provides an innovative opportunity for the developer to enhance the context surrounding the proposed mixed-use development while satisfying the City's need for an important park site at the waterfront and the City funding of arts, culture and heritage capital projects in the area and city-wide. The proposal will reinforce the emerging Village Centre in the London Landing area at no cost to the City and achieves a good balance between the community benefits derived from the proceeds resulting from the land transactions involved in the proposal and the quality of the parkland that will be available to the public at the waterfront.

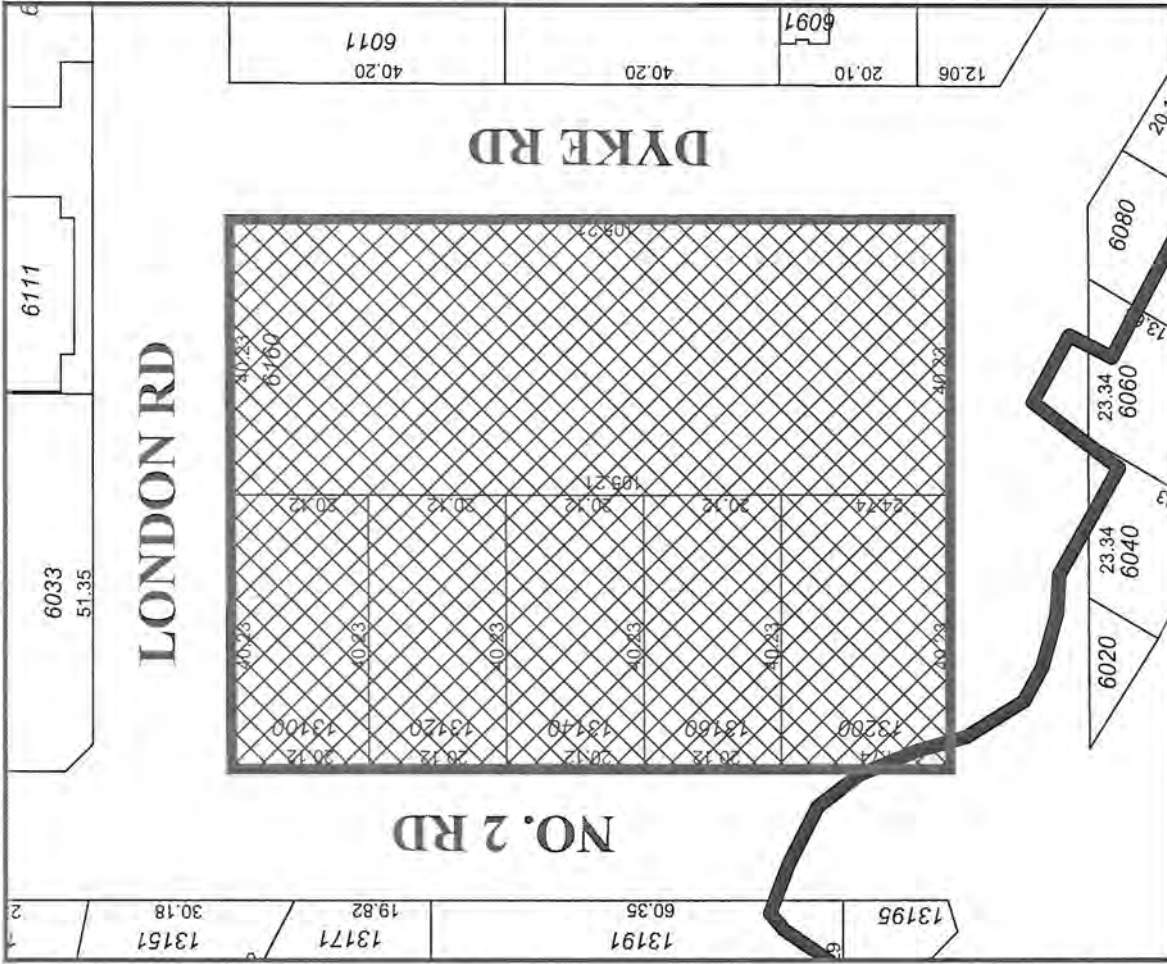


Francisco Molina, MCIP, IA. AIBC
Senior Planner, Urban Design
(604-247-4620)

FM:blg

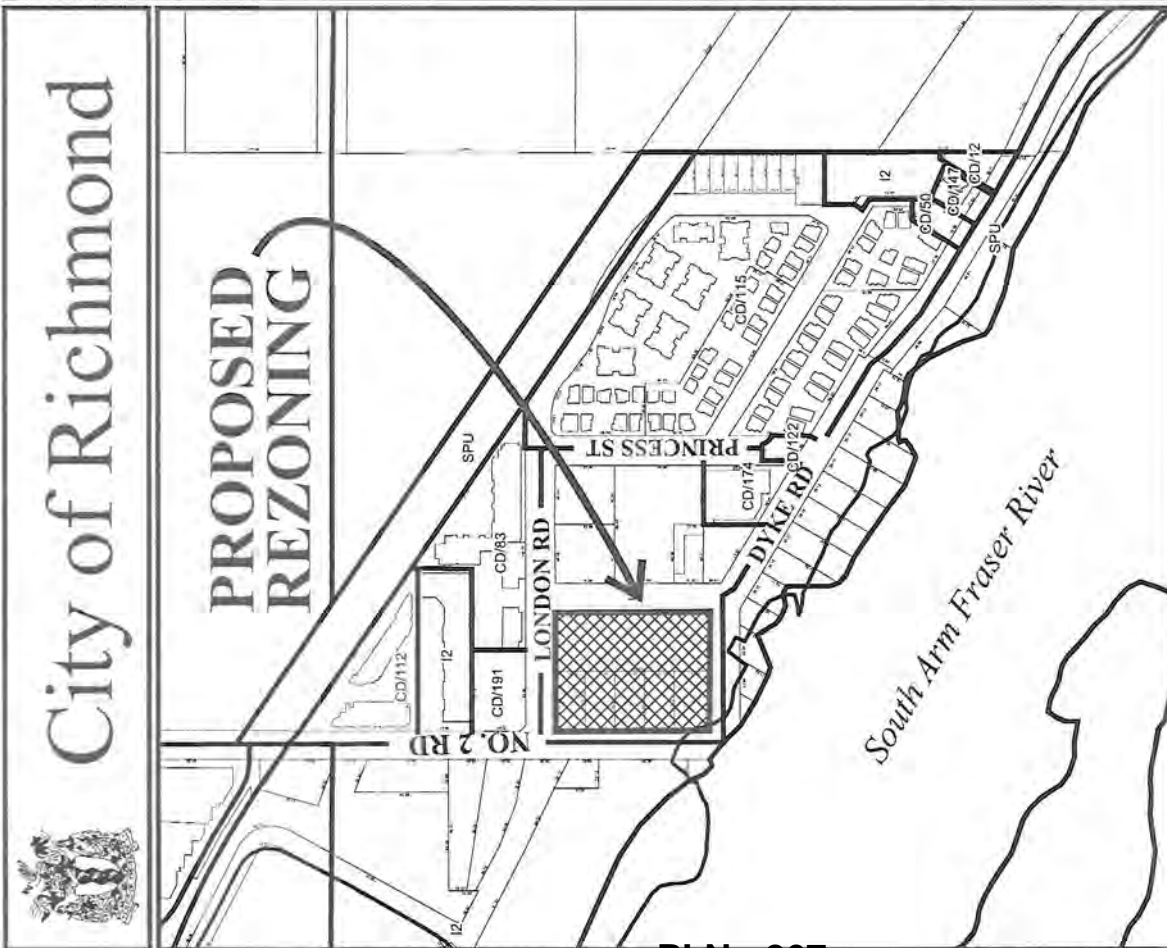
Attachments

- Attachment 1: Location Map
- Attachment 2: Proposed Development Plans
- Attachment 3: Development Data Sheet
- Attachment 4: Lots Resulting from Subdivision/Consolidation
- Attachment 5: OCP London/Princess Land Use Map
- Attachment 6: Development Considerations
- Attachment 7: Proposed Dyke Alignment



Original Date: 04/28/09
 Revision Date: 01/12/12
 Note: Dimensions are in METRES

RZ 09-466062



PROJECT DATA:

CIVIC ADDRESS: 6160 LONDON ROAD
RICHMOND, BC

LEGAL ADDRESS: Lot: A SEC: 18-3-6 PL: 693

PARCEL ID.: 011-902-019

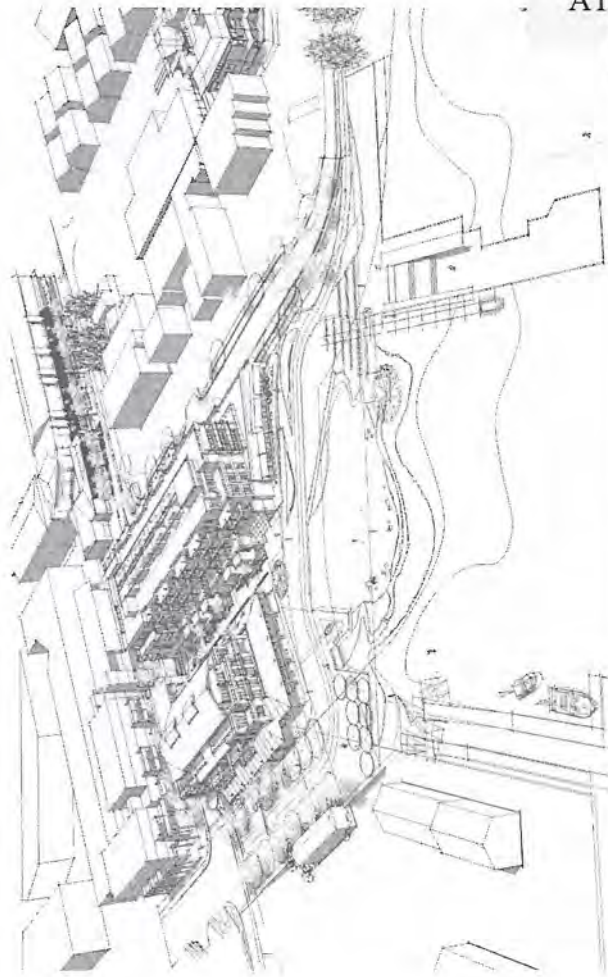
APPLICANT: ORIS DEVELOPMENT CORP. (KAWAKI)

PROPOSED ZONING: CDI

DRAWING LIST:

A-000	COVER PAGE
A-001	DATA SHEET
A-102	SITE PLAN
A-201	PARKING LEVEL P2 PLAN
A-202	PARKING LEVEL P1 / L1 FLOOR PLAN
A-203	LEVEL MEZZANINE FLOOR PLAN
A-204	LEVEL L2 FLOOR PLAN
A-205	LEVEL L3 FLOOR PLAN
A-206	LEVEL L4 FLOOR PLAN
A-207	ROOF PLAN
A-251	ACCESSIBLE TYP. UNIT PLAN
A-301	BUILDING ELEVATIONS
A-302	BUILDING ELEVATIONS
A-401	BUILDING SECTIONS
A-402	BUILDING SECTIONS

LOCATION PLAN:



2011-08-19

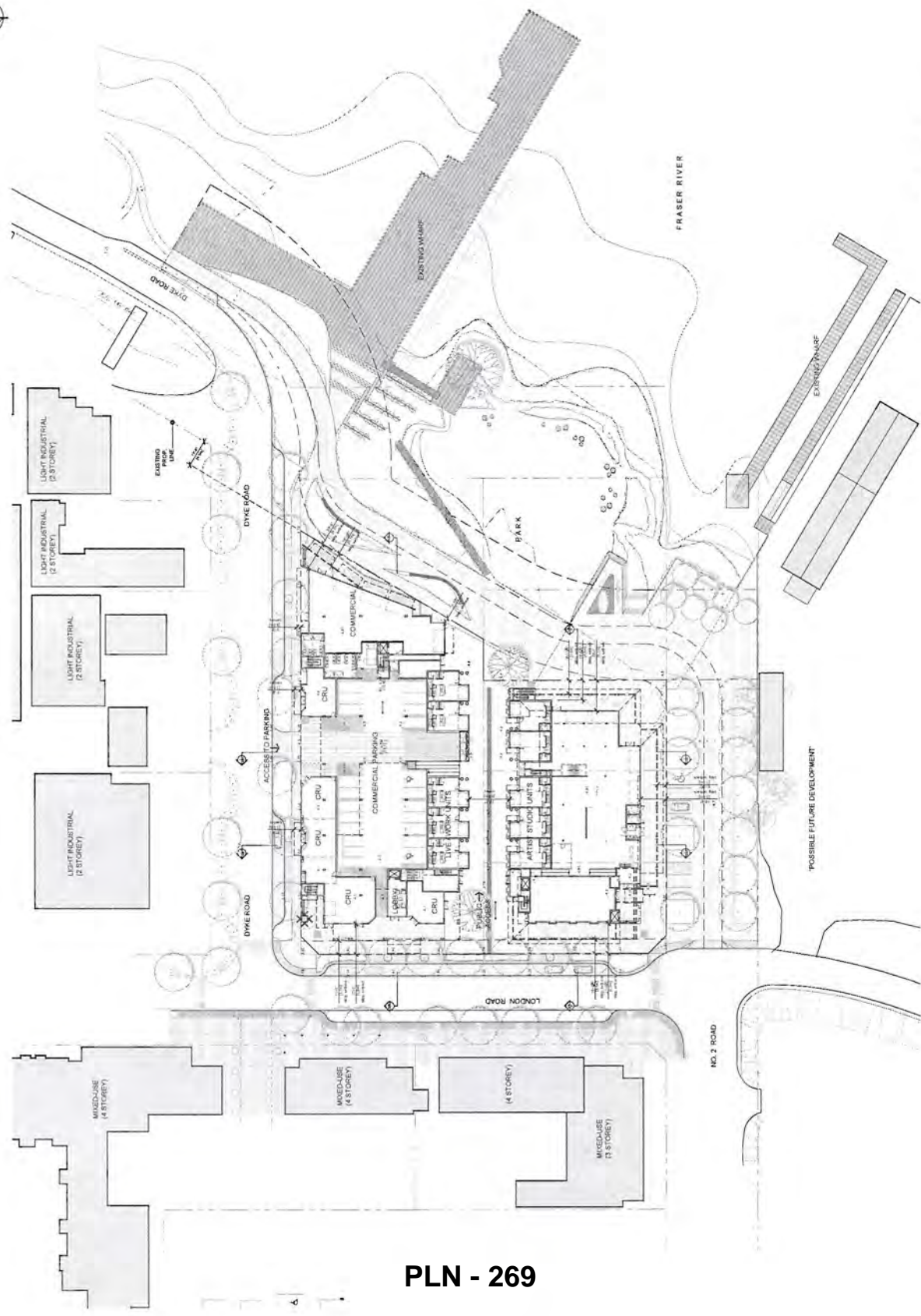
ORIS DEVELOPMENT CORP.
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Pallick Collier

THE PIER AT LONDON LANDING
COMMERCIAL / RESIDENTIAL MIXED-USE DEVELOPMENT
6160 LONDON ROAD, RICHMOND, B C



NOTES:



NO.	REMARKS	DATE
1	ISSUED FOR PERMIT APPLICATION	2011.08.19
2	ISSUED FOR PERMIT APPLICATION	2011.08.19
3	ISSUED FOR PERMIT APPLICATION	2011.08.19
4	ISSUED FOR PERMIT APPLICATION	2011.08.19
5	ISSUED FOR PERMIT APPLICATION	2011.08.19
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8	ISSUED FOR PERMIT APPLICATION	2011.08.19
9	ISSUED FOR PERMIT APPLICATION	2011.08.19
10	ISSUED FOR PERMIT APPLICATION	2011.08.19

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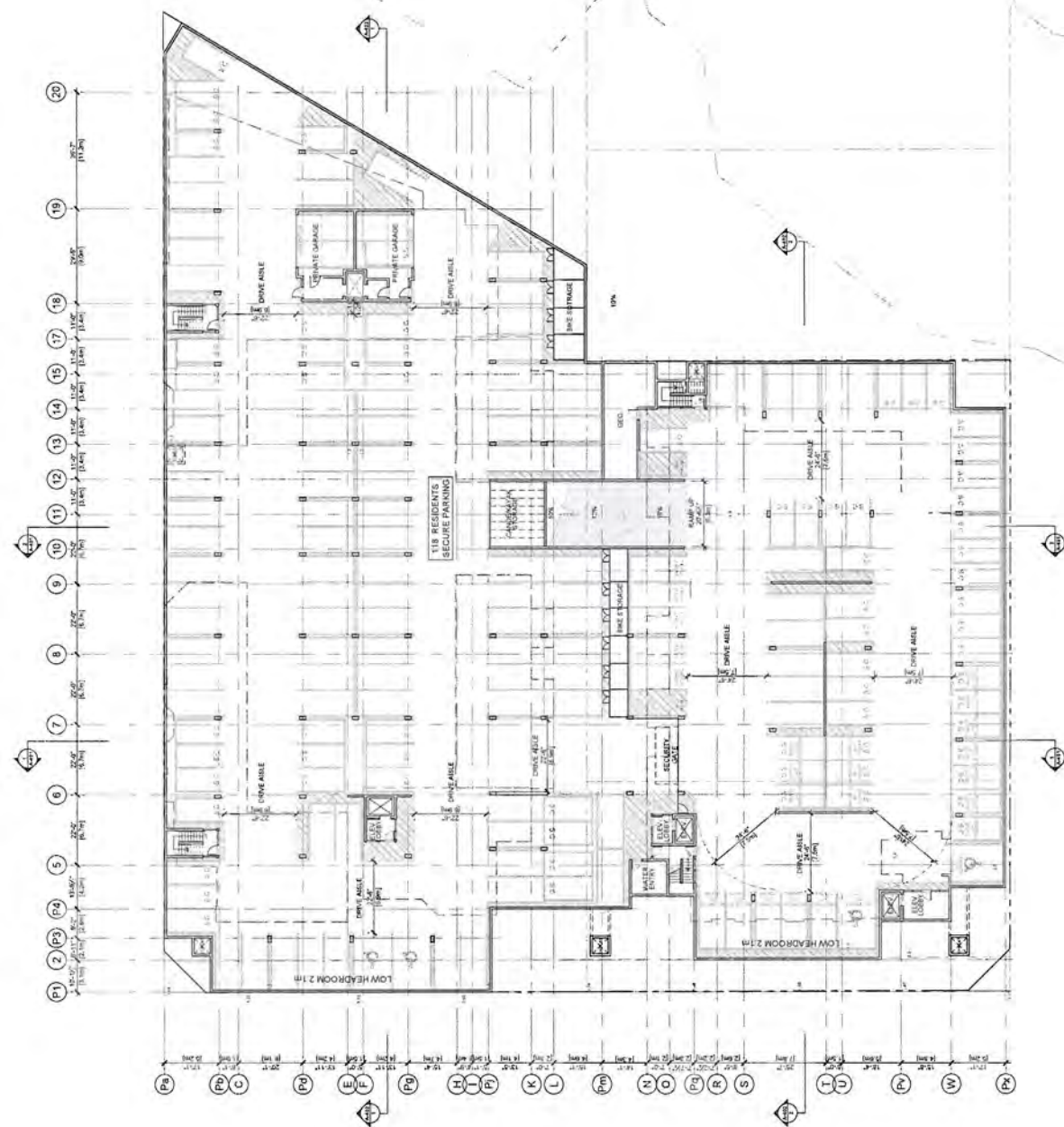
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8	ISSUED FOR PERMIT APPLICATION	2011.08.19
9	ISSUED FOR PERMIT APPLICATION	2011.08.19
10	ISSUED FOR PERMIT APPLICATION	2011.08.19

SITE PLAN

As Updated August 19, 2011
PROJECT NO. A-102

A-102 D1

1 SITE PLAN
A102 SCALE: 1/32" = 1'-0"



CEPTED PRINCIPLES:
 • light-colored painted finish to walls, columns,
 • wood trim, doors and moldings
 • avoid clutter
 • provide vision panels in doors, leading to publicly
 • accessible areas
 • provide glazing to display exhibits
 • ensure adequate lighting throughout
 • underground parking area
 • install hard wired video surveillance equipment to
 • parking areas
 • provide rough surface finish to ramps to deter
 • skateboarders

[illegible]

LINE 275, 11,500 MG, 5.804D
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TEL: (604) 275-1477
FAX: (604) 275-1471
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Patrick Cotter

**RESIDENTIAL / COMMERCIAL
MIXED USE DEVELOPMENT
5160 LONDON ROAD
Richmond, BC.**

Oris Developments
(Kawaki) Corp.

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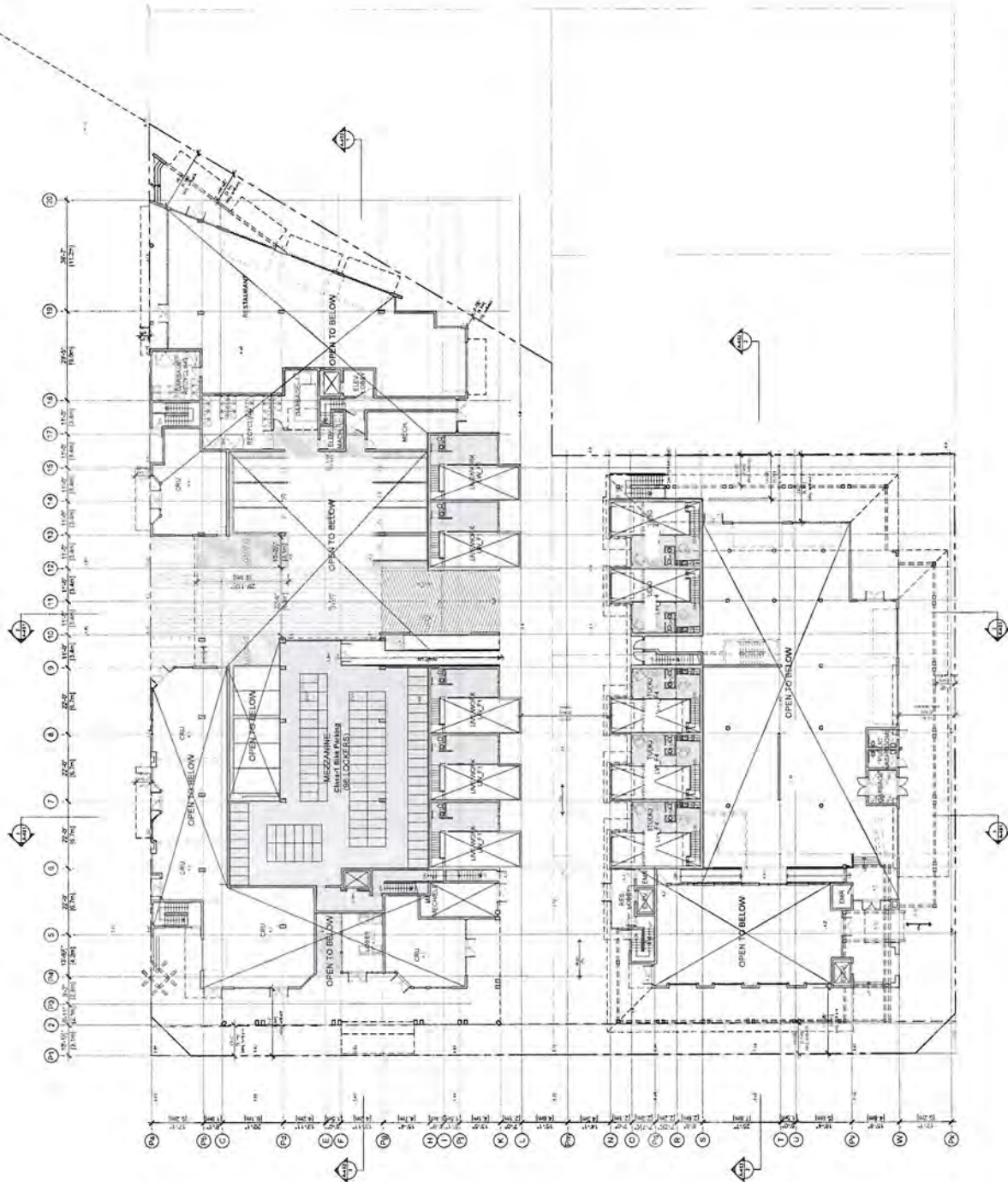
PARKING P2 PLAN

As Updated August 19, 2011

1 PARKING P2 PLAN
A201
SCALE: 1/16"=1'-0"

A-201	D1
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PLN - 270



CRISIS PRINCIPLES:

- light colored painted floor to walls, columns,
- avoid cluttered ceiling, avoid cluttered corners, mirror
- avoid cluttered corners and avoid cluttered corners
- as needed
- provide vision panels in doors, banking to publicly
- accessible areas.
- provide glazing to elevator lobbies,
- ensure adequate lighting, throughout
- underground parking area.
- install hard wired video surveillance equipment to
- parking areas,
- provide rough surface finish to ramps to deter
- vandalism.

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PROJECT
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6160 LONDON ROAD
Richmond, BC.

Oris Developments
(Kawaki) Corp.

DATE	TIME	SCALE
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SHEET		

LEVEL MEZZANINE PLAN

As Updated August 19, 2011

REV.	D1
REV.	A-203

1 LEVEL MEZZANINE PLAN
A203 SCALE: 1/16" = 1'-0"

PLN - 272

- Machines are acceptable i.e. 1 ton for 1000 m³ of material
- Transport from stall is provided with a minimum of 2" - 4" clear (very grateable and easy to traverse with forklifts)

Self-cleaning:

Provide one symptom with the following requirements:

- $X = 2 \times D$ (clear area adjacent the stall).
- Provide adequate reinforcement at walls (i.e. slumped immediately adjacent the water closet) in anticipation of the oscillation of grab bars.
- Jamming fixtures to be easily accessible (i.e. level floor).
- Continuous water closet to be min. 1'-6" from exterior face of stall.
- Provide 2" - 3" clear for the full length of the stall.

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PROJECT
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Richmond, BC.

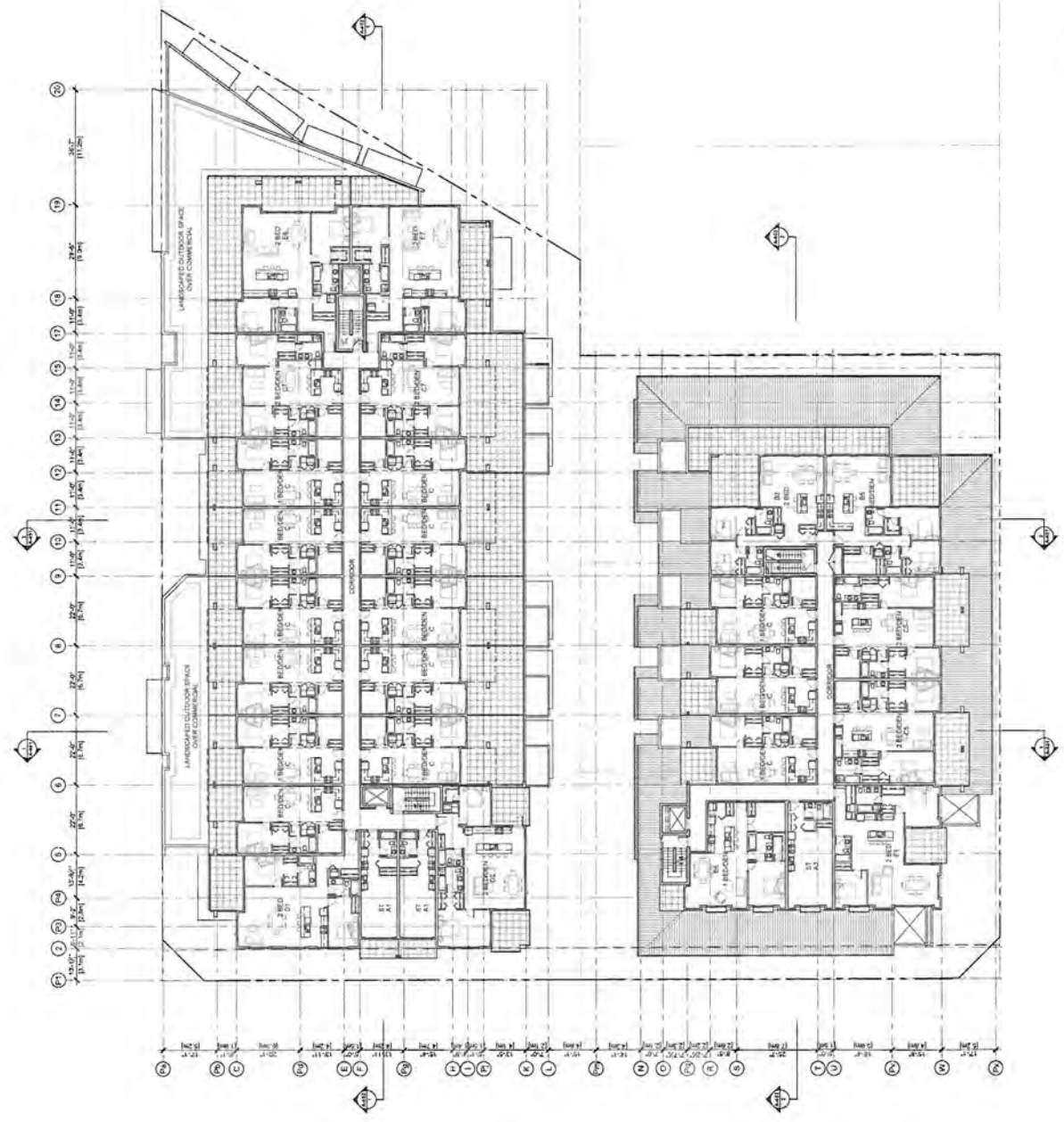
(Continued from p. 10)

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JOB NO.	100	
SITE		

NOTES:

As Updated August 19, 2011

1 LEVEL L2 PLAN
SCALE: 1/16"=1'-0"



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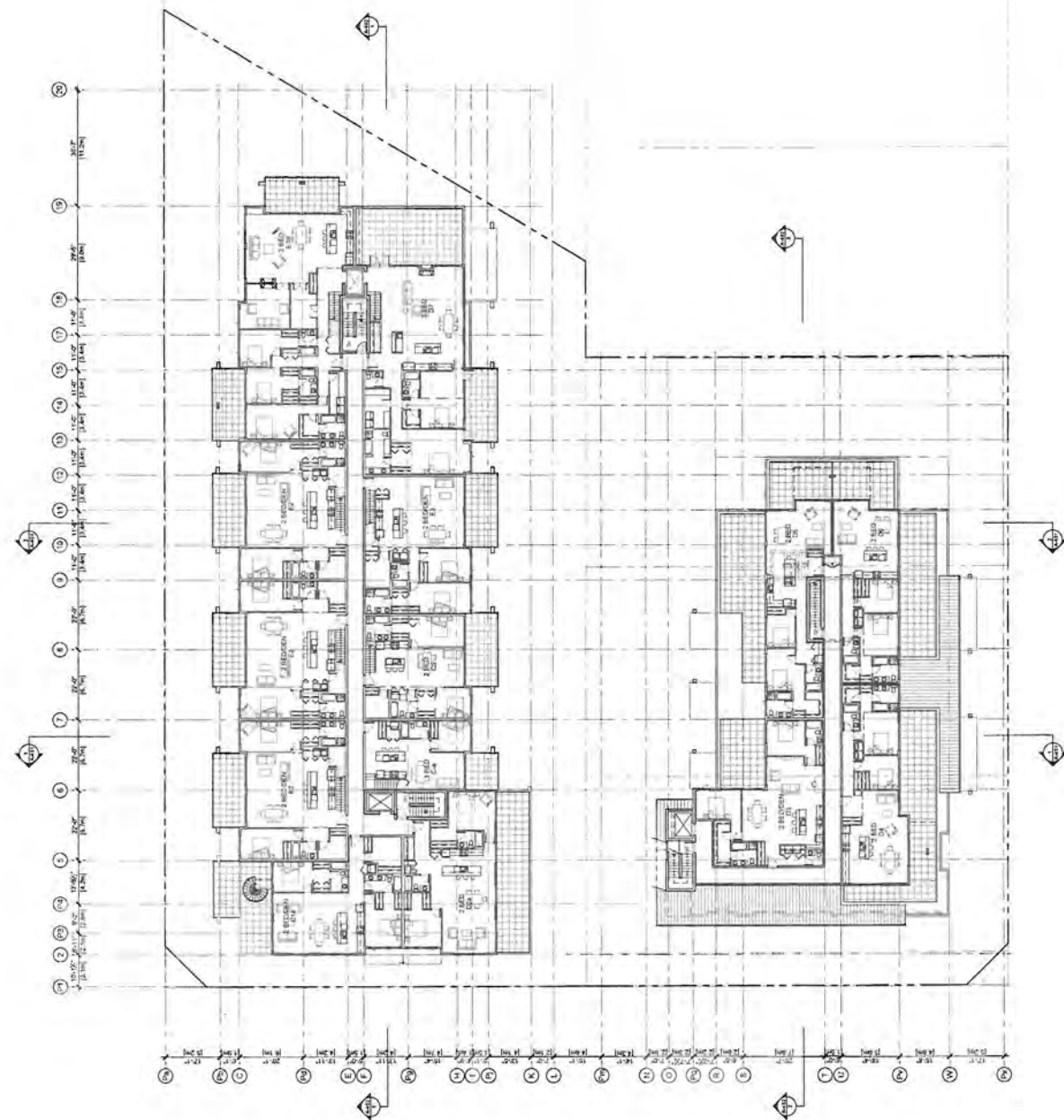
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	SITE:
	SHEET 10001

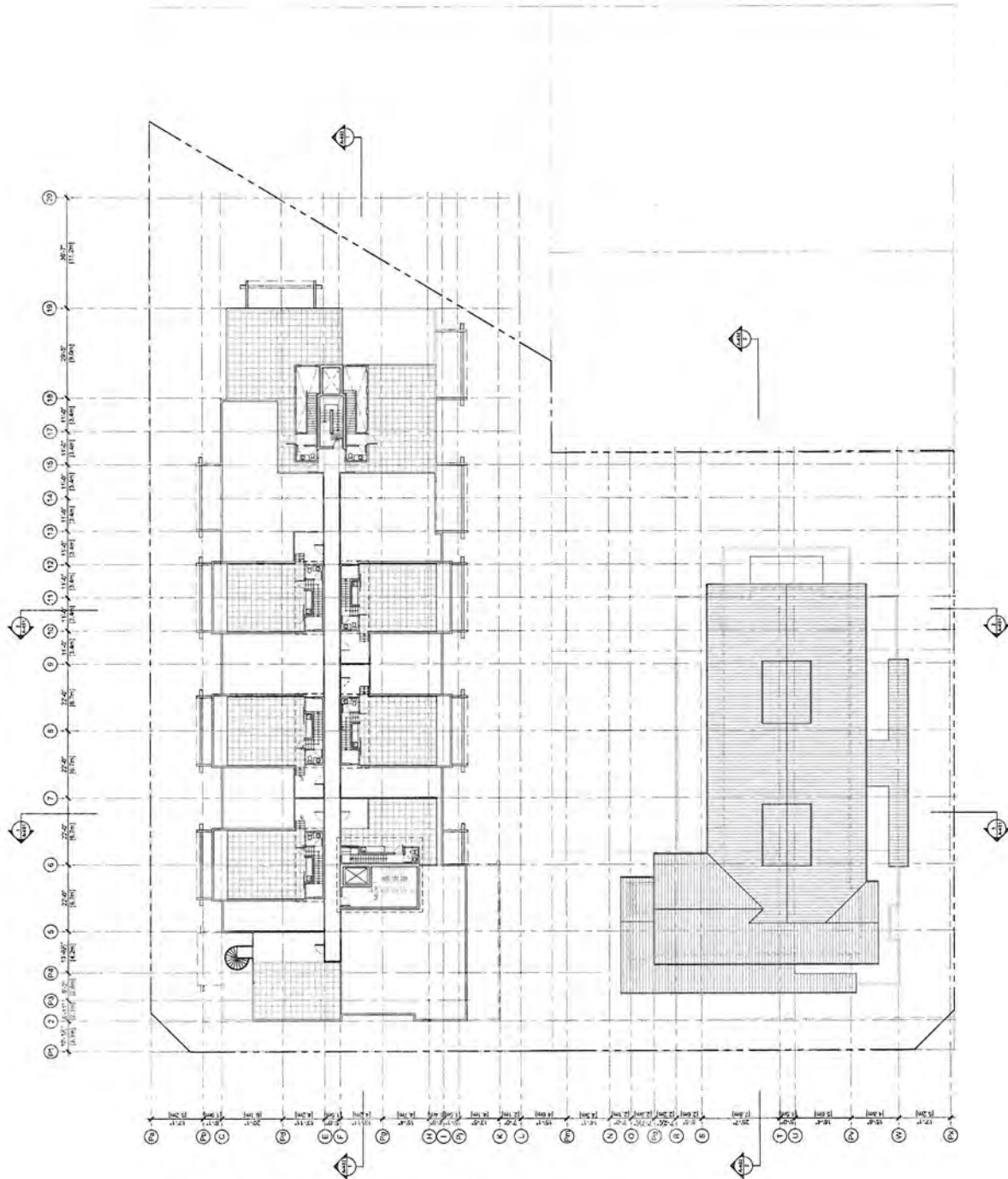
LEVEL L4 PLAN

As Updated August 19, 2011

REV.	D1
NO.	A-206

1 LEVEL L4 PLAN
SCALE: 1/16"=1'-0"



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PROJECT:
THE PIER AT LONDON LANDING

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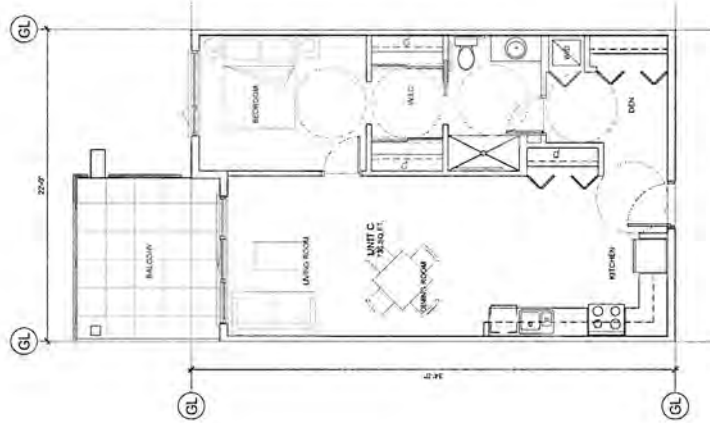
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As Updated August 19, 2011

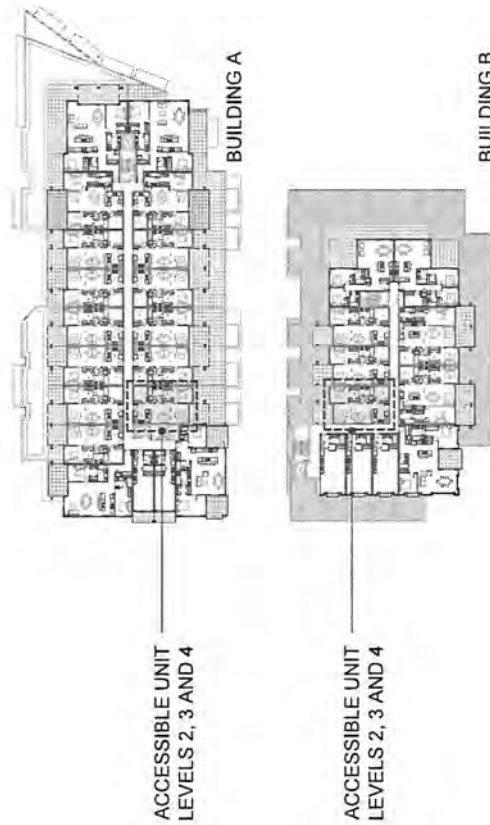
A-207	D1
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1 ROOF PLAN
A207
SCALE: 1/16"=1'-0"

PLN - 276



TYPE C
1 TYP. ACCESSIBLE UNIT
A-251 1/4"=1'-0"



2 KEY PLAN
A-251 1/4"=1'-0"

1. UNITS 2, 3 AND 4 ARE ACCESSIBLE UNITS.	UNITS 2, 3 AND 4
2. UNITS 2, 3 AND 4 ARE ACCESSIBLE UNITS.	UNITS 2, 3 AND 4
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17. UNITS 2, 3 AND 4 ARE ACCESSIBLE UNITS.	UNITS 2, 3 AND 4
18. UNITS 2, 3 AND 4 ARE ACCESSIBLE UNITS.	UNITS 2, 3 AND 4
19. UNITS 2, 3 AND 4 ARE ACCESSIBLE UNITS.	UNITS 2, 3 AND 4
20. UNITS 2, 3 AND 4 ARE ACCESSIBLE UNITS.	UNITS 2, 3 AND 4

UNIT 2, 3, 1100 NO. 9 ROAD
RICHMOND, BC V6X 1A7
TEL: (604) 272-1417
FAX: (604) 272-1418
WWW: www.ericdevelopments.com

Patrick Carter
ARCHITECT

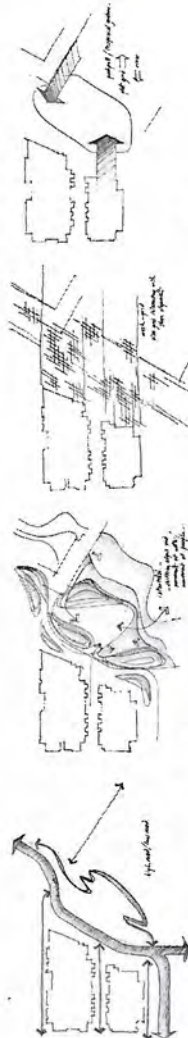
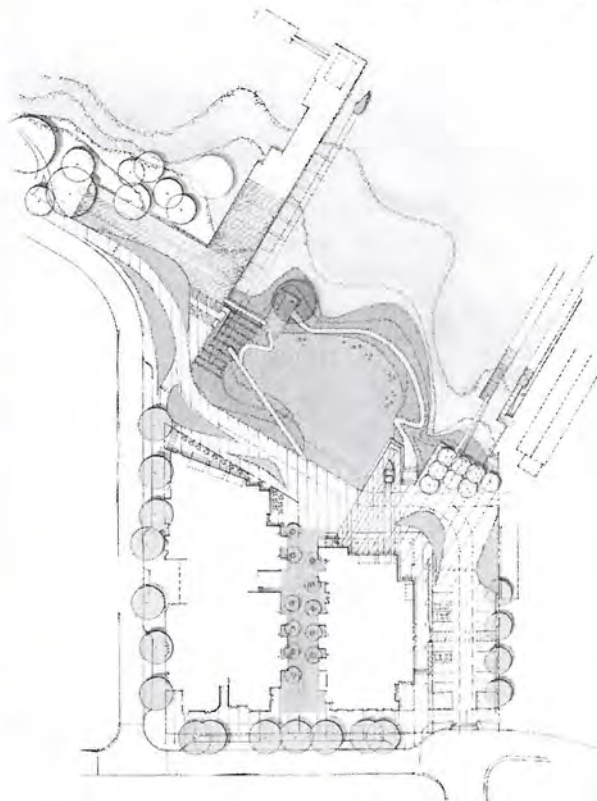
THE PIER AT LONDON LANDING
RESIDENTIAL / COMMERCIAL
MIXED USE DEVELOPMENT
5160 LONDON ROAD
RICHMOND, BC

Eric Developments
(Kawachi) Corp.
1100 No. 9 Road, Richmond, BC V6X 1A7
TEL: (604) 272-1417
FAX: (604) 272-1418
WWW: www.ericdevelopments.com

DATE	NO.	BY
2011-08-19	01	GL
2011-08-19	02	GL
2011-08-19	03	GL
2011-08-19	04	GL
2011-08-19	05	GL
2011-08-19	06	GL
2011-08-19	07	GL
2011-08-19	08	GL
2011-08-19	09	GL
2011-08-19	10	GL
2011-08-19	11	GL
2011-08-19	12	GL
2011-08-19	13	GL
2011-08-19	14	GL
2011-08-19	15	GL
2011-08-19	16	GL
2011-08-19	17	GL
2011-08-19	18	GL
2011-08-19	19	GL
2011-08-19	20	GL

ACCESSIBLE
UNIT PLAN

As Updated August 19, 2011
A-251 D1



Provide for *style* across *per regulatory* citing
authority requirements with opportunities for
expansion.

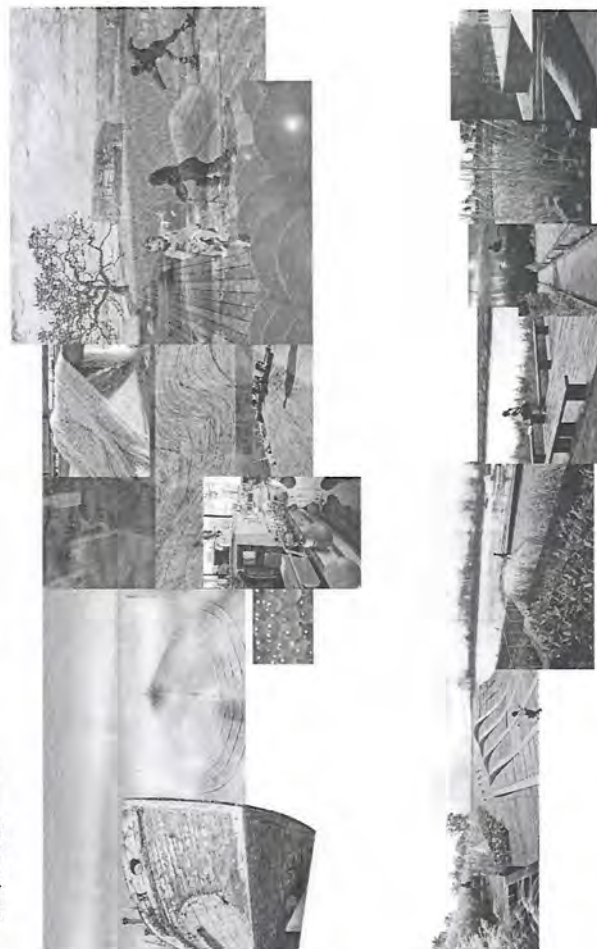
Develop *hierarchy of pathway* a that emphasizes
various *volumina* and types of movement
(*pedestrians* vs *bikes*).

Integrate *horizontal* test of the *urban's edge* as a *flow*
need and *collateral* mode of travel.

- Integrate modern landscape planning that maximizes the shifting edges of water and land at the shore's edge
- Use terrain to guide the movement of pedestrians through the site.
- Align dikes and riprap walls to allow the park site to be an "habitat zone," absorbing periodic inundation.

- Develop pecking patterns on the site to respond to the site planning and the river's edge.
- Contrast the two grids at key intersections on the site.
- Consider not and much muffs as a pecking or cutting opportunity to create interest in a standard corner surface.

- Guided push and pull at joint edges designed to frame the space from the land and water sides.
- Push from water side to re-create the weep slip and bring water's edge into the site
- Develop a land promontory for overlook and dedication to the community plaza space.

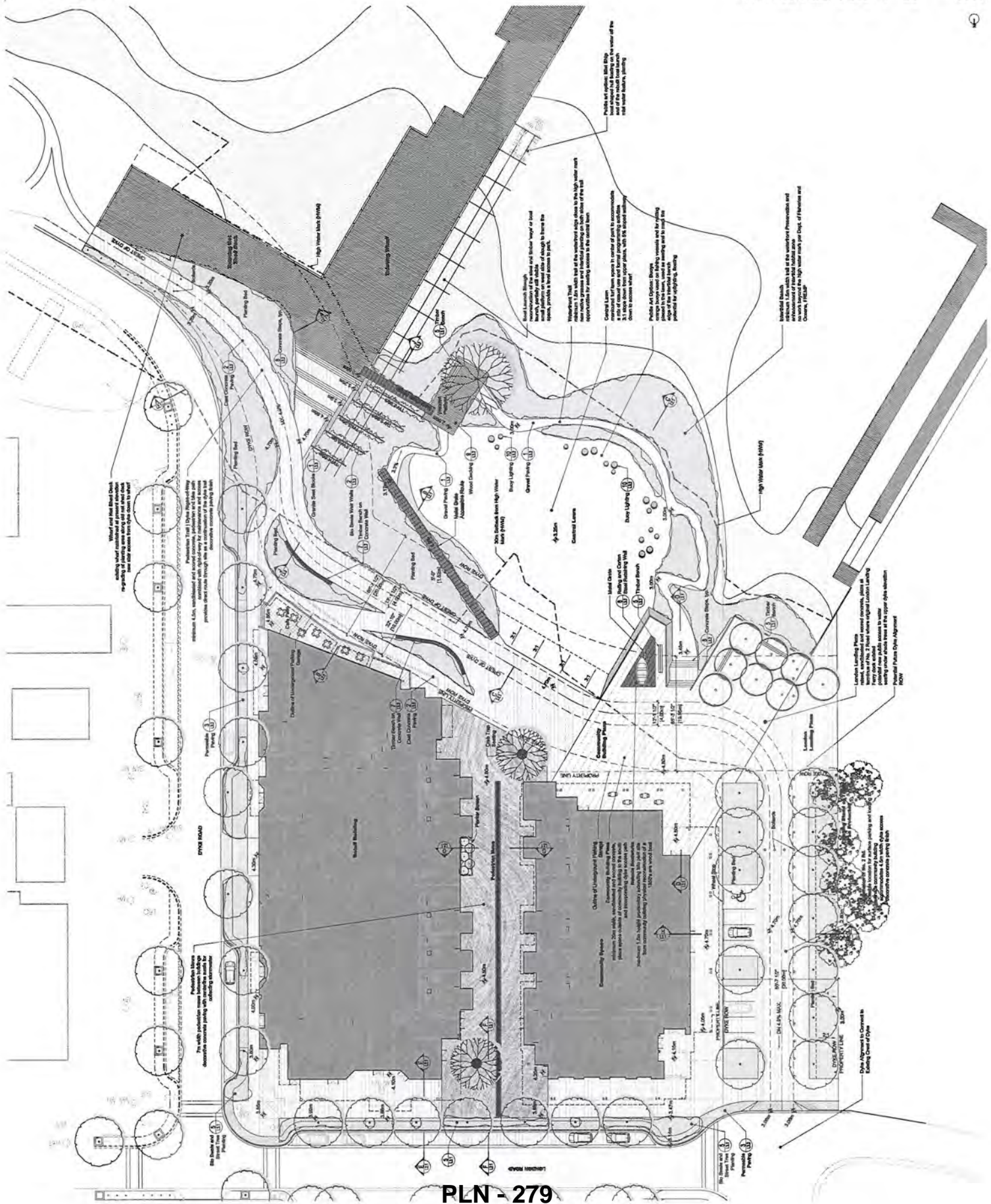


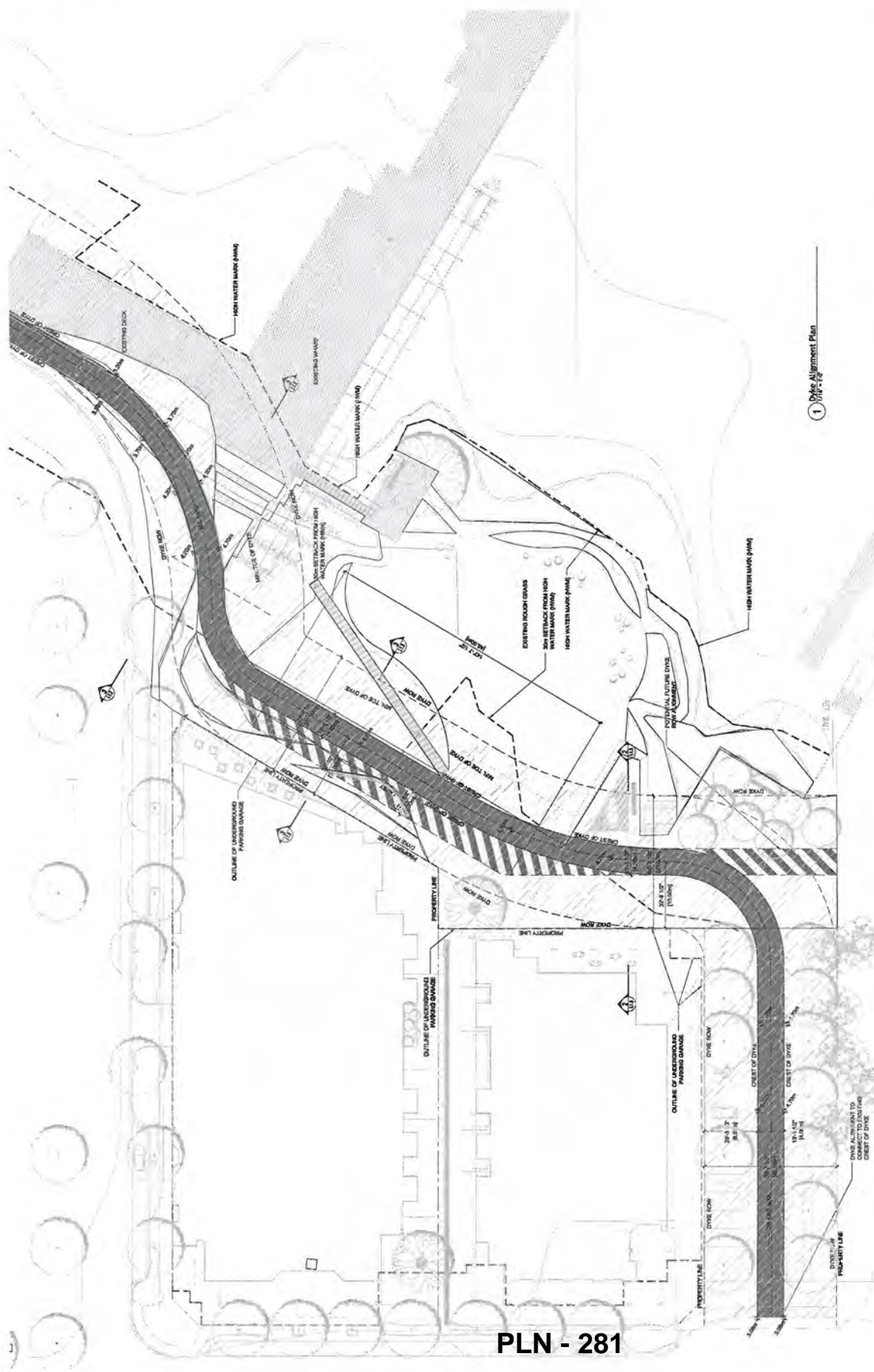
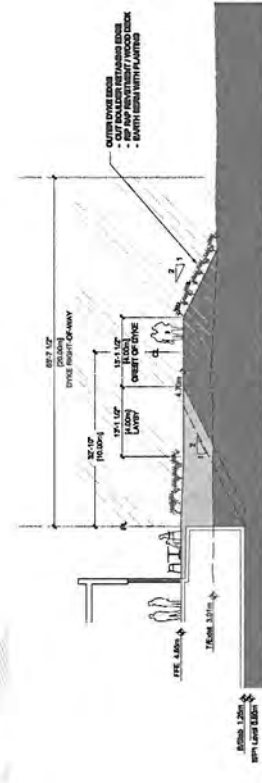
Project Name	The Pier at London Landing
Location	1100 London Road Arlington, VA
Client	Metropolitan Police Department
Architect	hapa architecture
Engineer	hapa architecture
Interior Designer	hapa architecture
Landscaper	hapa architecture
Lighting Designer	hapa architecture
Acoustic Designer	hapa architecture
Structural Engineer	hapa architecture
Mechanical Engineer	hapa architecture
Electrical Engineer	hapa architecture
Environmental Engineer	hapa architecture
Historic Preservation	hapa architecture
Public Art	hapa architecture
Security	hapa architecture
Signage	hapa architecture
Transportation	hapa architecture
Urban Planning	hapa architecture
Water Management	hapa architecture
Weathering	hapa architecture
Windowing	hapa architecture
Yards	hapa architecture
Zoning	hapa architecture

The Pier
at London Landing
1100 London Road
Arlington, VA

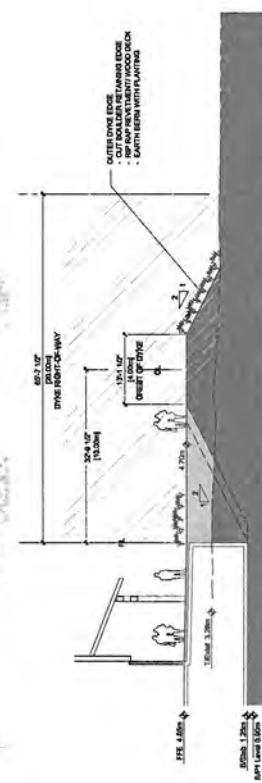
Materials and Layout
Plan

Scale	1" = 10'
North Arrow	
Revision	
Drawn by	hapa
Checked by	hapa
Approved by	hapa
Date	10/10/17
Sheet	1 of 1

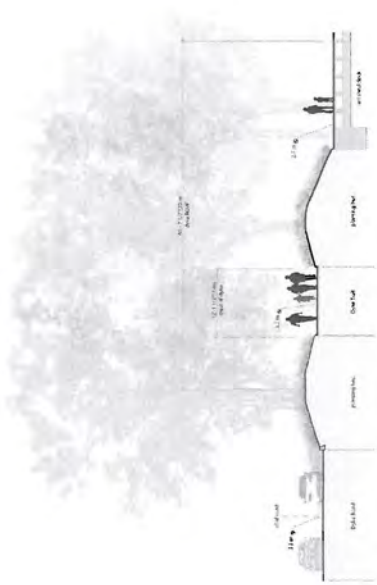


1 Dyke Alignment Plan
1/18 - 1/22

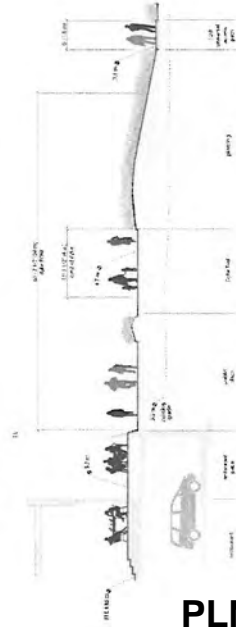
3. Section Through Building A
1/8" = 1'-0"



2 Section Through Building B
1/18-14

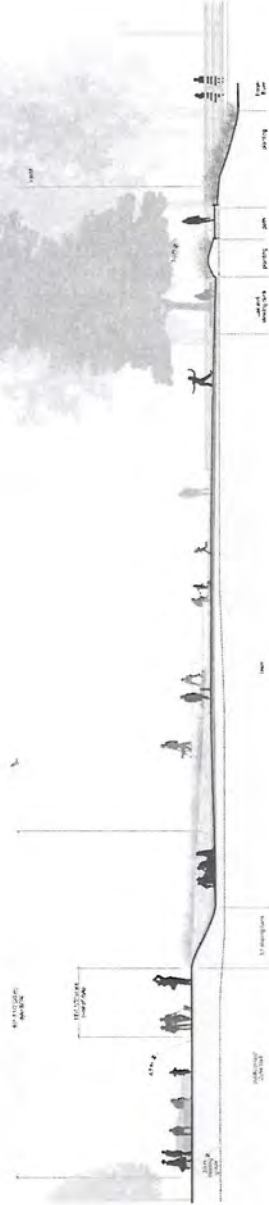


AA Section Through Parking Berm and Path

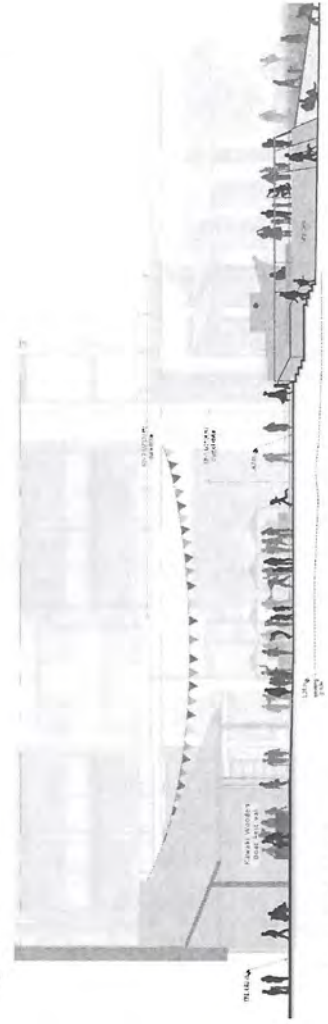


BB Section Through Cafe and Plaza

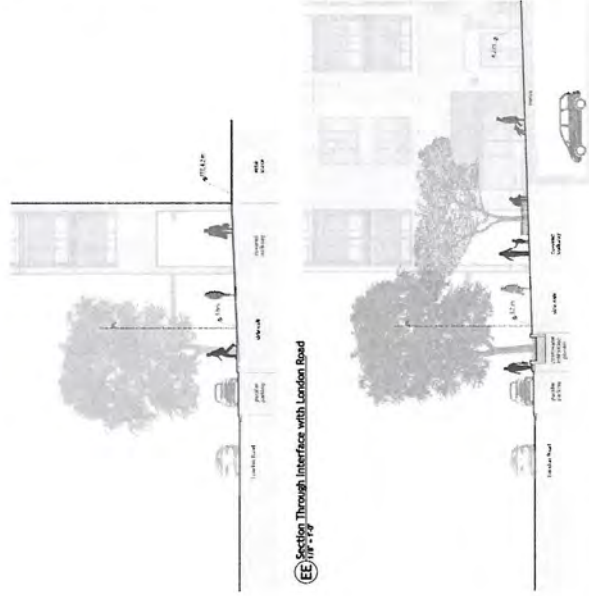
PLN - 282



CC Section Through Lawn

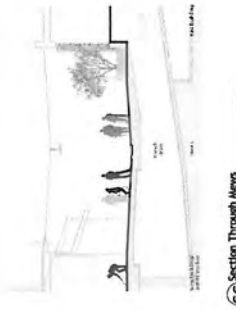


DD Section Through Stair to Lawn

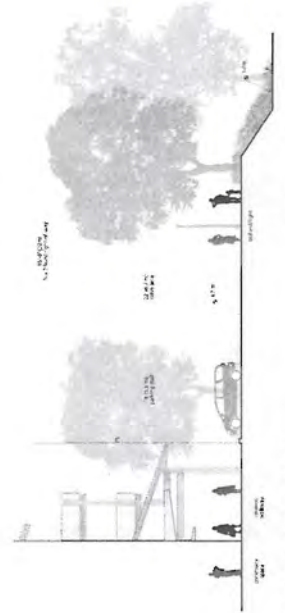


EE Section Through Interface with London Road

FF Section Through Interface with London Road at Bidwell



GG Section Through Menu



HH Section Through Stair to Parking Lot

1	Revision No.	Revised By	Date
2	Revision No.	Revised By	Date
3	Revision No.	Revised By	Date
4	Revision No.	Revised By	Date
5	Revision No.	Revised By	Date
6	Revision No.	Revised By	Date
7	Revision No.	Revised By	Date
8	Revision No.	Revised By	Date
9	Revision No.	Revised By	Date
10	Revision No.	Revised By	Date

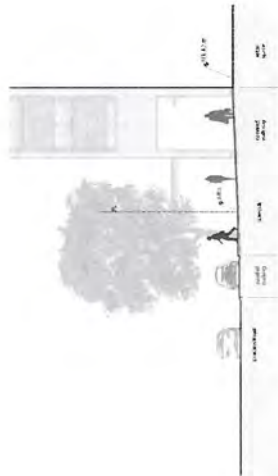
The Pier
at London Landing
6100 London Road
Richmond BC

Sections

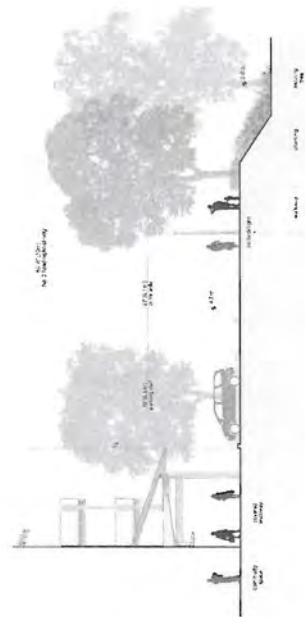
1	Revision No.	Revised By	Date
2	Revision No.	Revised By	Date
3	Revision No.	Revised By	Date
4	Revision No.	Revised By	Date
5	Revision No.	Revised By	Date
6	Revision No.	Revised By	Date
7	Revision No.	Revised By	Date
8	Revision No.	Revised By	Date
9	Revision No.	Revised By	Date
10	Revision No.	Revised By	Date



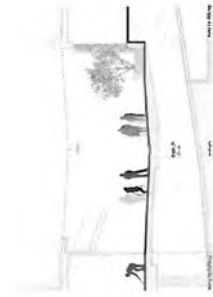
GG Section of Interface with London Road at Planter



FF Section of Interface with London Road



HH Section of Parking Area



II Section of Main

No.	Description	Date
1	Project: 100 West Washington St. 10th Fl.	01/10/11
2	Drawn by: [Name]	01/10/11
3	Check by: [Name]	01/10/11
4	Approved by: [Name]	01/10/11

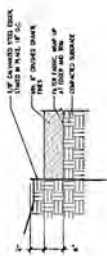
The Pier
at London Landing
Richmond, BC
Richmond BC

Sections

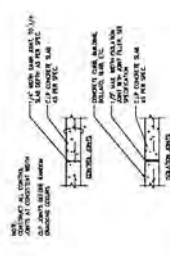
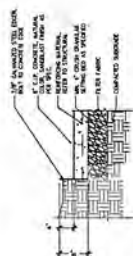
No.	Date	Description
1	01/10/11	Initial Design
2	01/10/11	Final Design
3	01/10/11	Construction



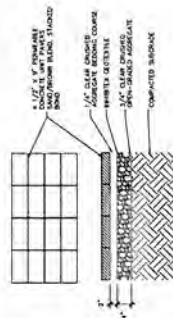
The Pier
at London Landing
3160 London Road
Wilmington, NC



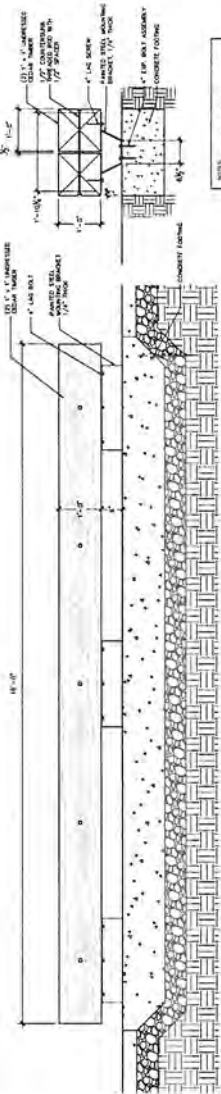
1 Gravel Paving and Edger Typ.



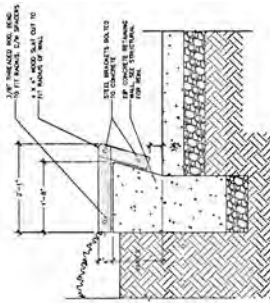
7 Cast Concrete Paving Typ.



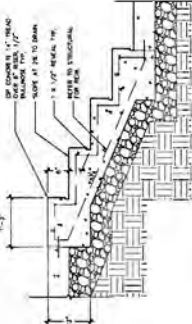
③ Permeable Paving Typ.



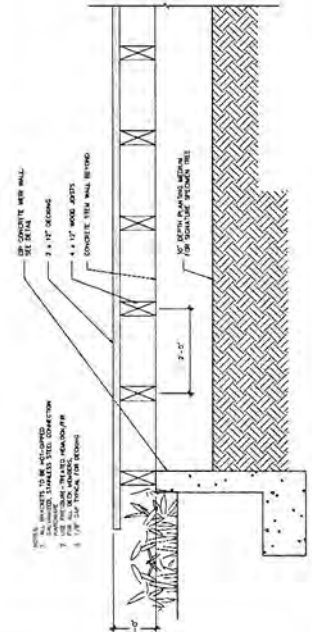
5 Timber Bench Typ.



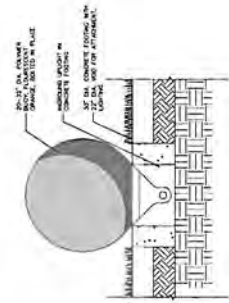
7 Timber Bench on Concrete Typ.



Concrete Steps Typ.



9 Wood Decking Typ.



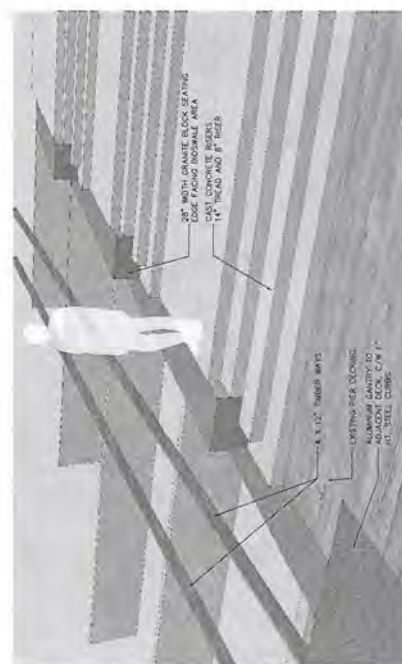
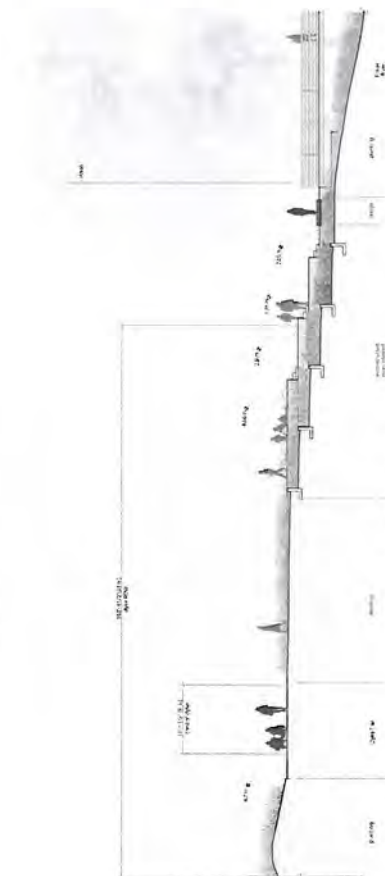
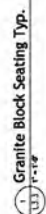
Buoy Lights at Lawn

	DATE	DESCRIPTION	AMOUNT	BALANCE
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3	10/1/11	SALES	100.00	300.00
4	10/1/11	SALES	100.00	400.00
5	10/1/11	SALES	100.00	500.00
6	10/1/11	SALES	100.00	600.00
7	10/1/11	SALES	100.00	700.00
8	10/1/11	SALES	100.00	800.00
9	10/1/11	SALES	100.00	900.00
10	10/1/11	SALES	100.00	1000.00
11	10/1/11	SALES	100.00	1100.00
12	10/1/11	SALES	100.00	1200.00
13	10/1/11	SALES	100.00	1300.00
14	10/1/11	SALES	100.00	1400.00
15	10/1/11	SALES	100.00	1500.00
16	10/1/11	SALES	100.00	1600.00
17	10/1/11	SALES	100.00	1700.00
18	10/1/11	SALES	100.00	1800.00
19	10/1/11	SALES	100.00	1900.00
20	10/1/11	SALES	100.00	2000.00
21	10/1/11	SALES	100.00	2100.00
22	10/1/11	SALES	100.00	2200.00
23	10/1/11	SALES	100.00	2300.00
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25	10/1/11	SALES	100.00	2500.00
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27	10/1/11	SALES	100.00	2700.00
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29	10/1/11	SALES	100.00	2900.00
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49	10/1/11	SALES	100.00	4900.00
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51	10/1/11	SALES	100.00	5100.00
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98	10/1/11	SALES	100.00	9800.00
99	10/1/11	SALES	100.00	9900.00
100	10/1/11	SALES	100.00	10000.00

**The Pier
at London Landing
6160 London Road
Richmond BC**

Paving and Furnishings Details

Date	April 8, 2013	Worksheet Number	L3.2
Report to	ELIOTT		
Sub	By Month		
Worksheet	J P		

[illegible]

[illegible]

DATE	TIME	LOCATION	STATUS	REMARKS
10/10/2023	10:00 AM	Room 101	Present	Attended the meeting.
10/11/2023	10:00 AM	Room 101	Absent	On leave.
10/12/2023	10:00 AM	Room 101	Present	Attended the meeting.
10/13/2023	10:00 AM	Room 101	Present	Attended the meeting.
10/14/2023	10:00 AM	Room 101	Present	Attended the meeting.
10/15/2023	10:00 AM	Room 101	Present	Attended the meeting.
10/16/2023	10:00 AM	Room 101	Present	Attended the meeting.
10/17/2023	10:00 AM	Room 101	Present	Attended the meeting.
10/18/2023	10:00 AM	Room 101	Present	Attended the meeting.
10/19/2023	10:00 AM	Room 101	Present	Attended the meeting.
10/20/2023	10:00 AM	Room 101	Present	Attended the meeting.
10/21/2023	10:00 AM	Room 101	Present	Attended the meeting.
10/22/2023	10:00 AM	Room 101	Present	Attended the meeting.
10/23/2023	10:00 AM	Room 101	Present	Attended the meeting.
10/24/2023	10:00 AM	Room 101	Present	Attended the meeting.
10/25/2023	10:00 AM	Room 101	Present	Attended the meeting.
10/26/2023	10:00 AM	Room 101	Present	Attended the meeting.
10/27/2023	10:00 AM	Room 101	Present	Attended the meeting.
10/28/2023	10:00 AM	Room 101	Present	Attended the meeting.
10/29/2023	10:00 AM	Room 101	Present	Attended the meeting.
10/30/2023	10:00 AM	Room 101	Present	Attended the meeting.
10/31/2023	10:00 AM	Room 101	Present	Attended the meeting.

Unit 235, 11500 MO. S ROAD
RICHMOND, BC V7A 5J7
TEL: (604) 272-1671
FAX: (604) 272-1671
CEL: (604) 377-4454
E-MAIL: info@coltechbc.ca
WEB: www.coltechbc.ca

1

RESIDENTIAL / COMMERCIAL
MIXED USE DEVELOPMENT
6160 LONDON ROAD
Richmond, BC.

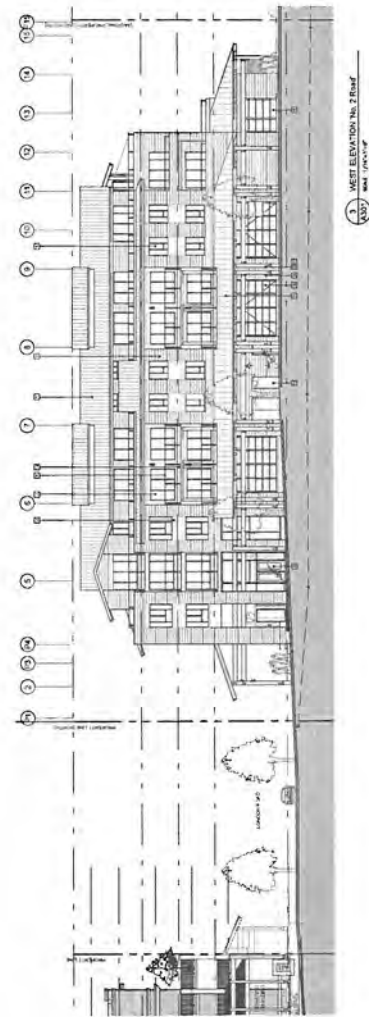
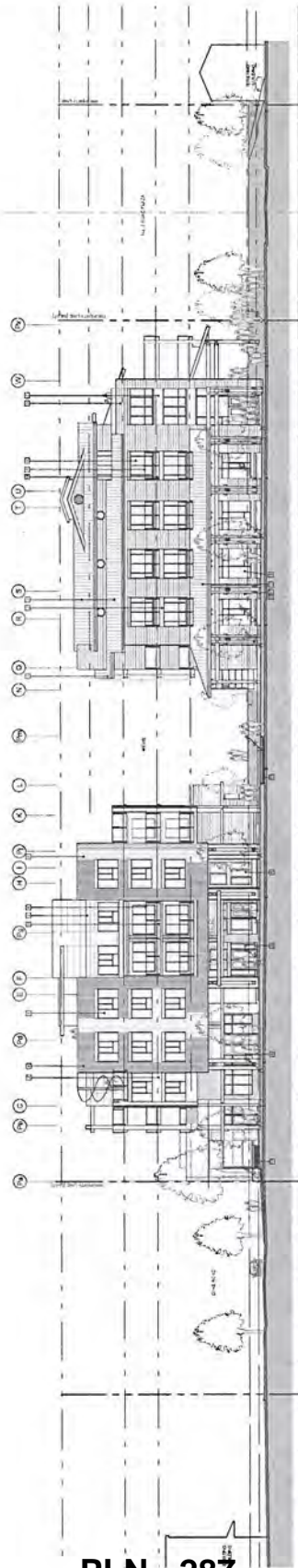
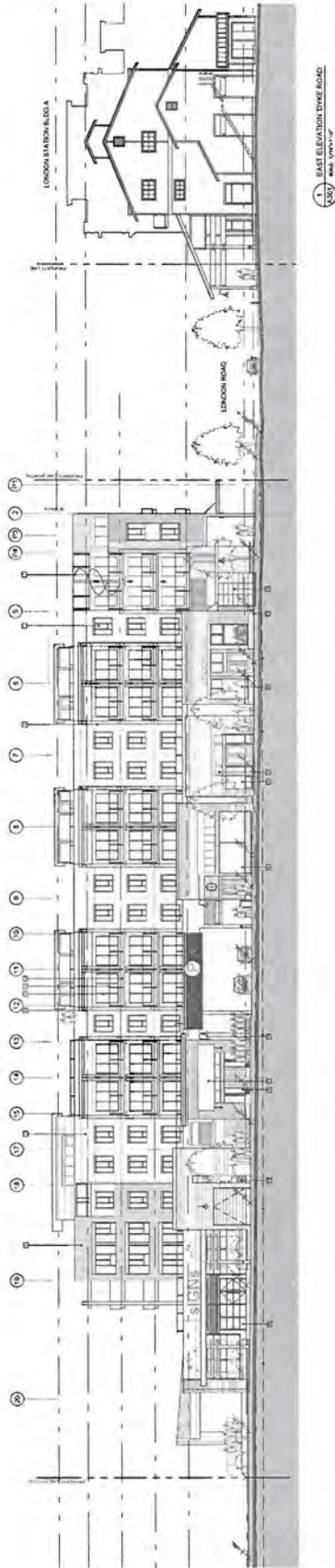
100

current employees, their plans and policies are, and all the sales within the company's primary or "back" center. The company's sales and service are used in the company's sales and service.

DATE	NAME	SCALE
AGE	SEX	1/10/10-10
WEIGHT	HEIGHT	10
TEMPERATURE	PULSE	10
BLOOD PRESSURE	RESPIRATION	10
ECG	PHYSICAL EXAMINATION	10
LABORATORY TESTS	IMMUNIZATION	10
PROGNOSIS	DISPOSITION	10
REMARKS		

As Updated August 19, 2011
COUNTING NO. (RTV)

A-301	D1
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Unit 235, 11000 NO. 5 ROAD
RICHMOND, BC V7A 5J7
TEL: (604) 272-1477
FAX: (604) 272-1478
CDS: (604) 277-0454
E-MAIL: info@colibri-objects.com
WEB: www.colibri-objects.com

Patrick Cotter

THE PIER AT LONDON LANDING
RESIDENTIAL / COMMERCIAL
MIXED USE DEVELOPMENT
6160 LONDON ROAD
Richmond, BC.

Oris Developments
(Kawaki) Corp.

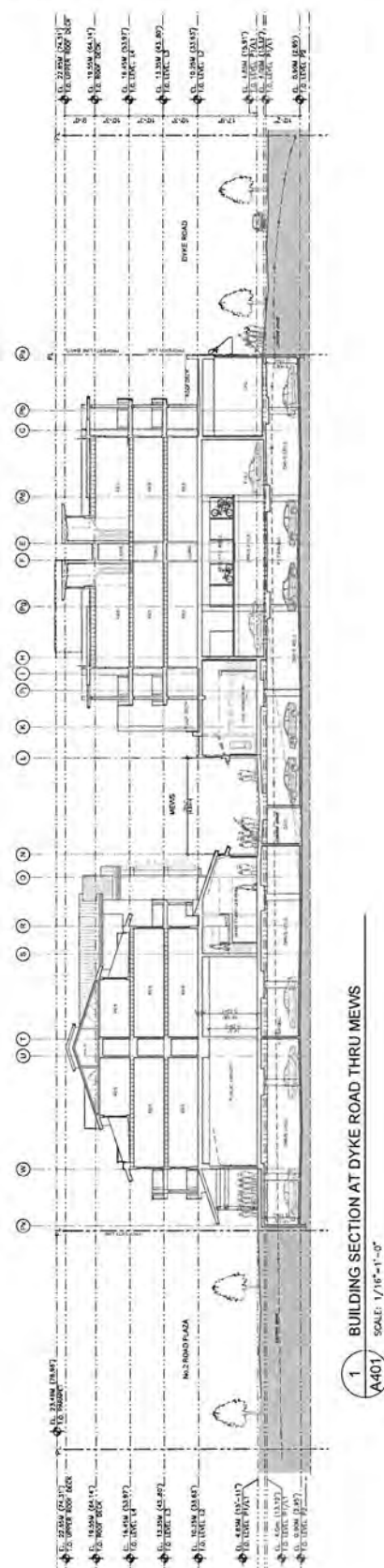
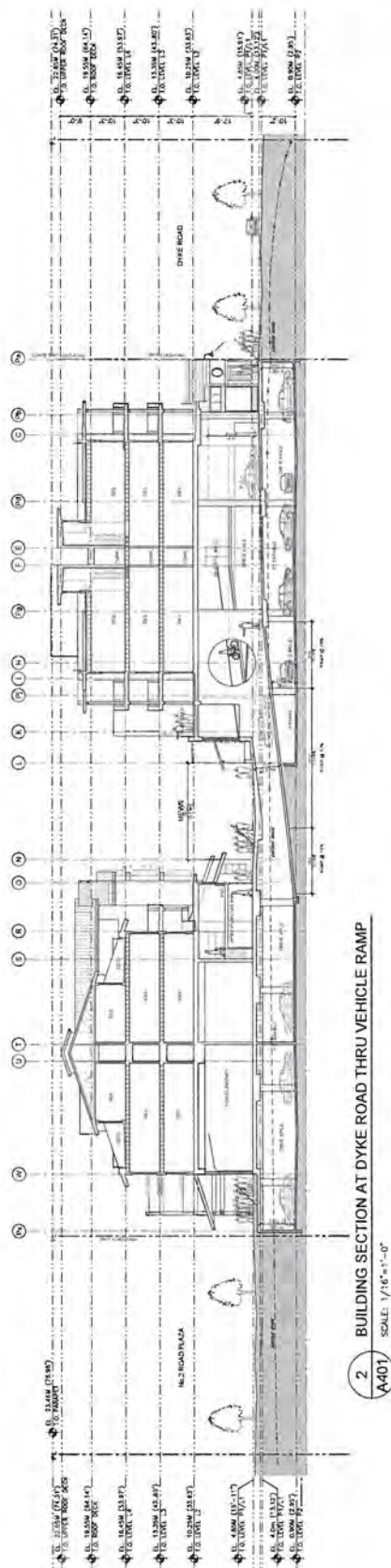
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DATE	TIME	BY	SCALE
ORDERED	QA		
SCALE	1/1 (P1-2)		
DATE	TIME		
DATE			

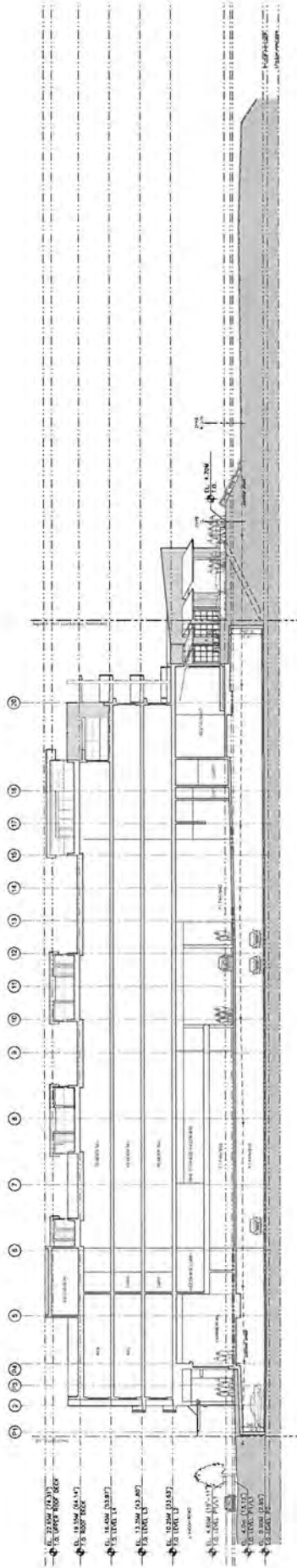
1999

As Updated August 19, 2011

A-401	D1
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NOTES:



1 BUILDING SECTION AT LONDON ROAD THRU BUILDING A

SCALE: 1/16"=1'-0"

NO.	REVISION	DATE
1	ISSUED FOR RFP ACTION 1	08/19/11
2	ISSUED FOR RFP ACTION 2	08/19/11
3	ISSUED FOR RFP ACTION 3	08/19/11
4	ISSUED FOR RFP ACTION 4	08/19/11
5	ISSUED FOR RFP ACTION 5	08/19/11
6	ISSUED FOR RFP ACTION 6	08/19/11
7	ISSUED FOR RFP ACTION 7	08/19/11
8	ISSUED FOR RFP ACTION 8	08/19/11
9	ISSUED FOR RFP ACTION 9	08/19/11
10	ISSUED FOR RFP ACTION 10	08/19/11
11	ISSUED FOR RFP ACTION 11	08/19/11
12	ISSUED FOR RFP ACTION 12	08/19/11
13	ISSUED FOR RFP ACTION 13	08/19/11
14	ISSUED FOR RFP ACTION 14	08/19/11
15	ISSUED FOR RFP ACTION 15	08/19/11
16	ISSUED FOR RFP ACTION 16	08/19/11
17	ISSUED FOR RFP ACTION 17	08/19/11
18	ISSUED FOR RFP ACTION 18	08/19/11
19	ISSUED FOR RFP ACTION 19	08/19/11
20	ISSUED FOR RFP ACTION 20	08/19/11
21	ISSUED FOR RFP ACTION 21	08/19/11
22	ISSUED FOR RFP ACTION 22	08/19/11
23	ISSUED FOR RFP ACTION 23	08/19/11
24	ISSUED FOR RFP ACTION 24	08/19/11

100-115, 115-120, 120-125, 125-130, 130-135, 135-140, 140-145, 145-150, 150-155, 155-160, 160-165, 165-170, 170-175, 175-180, 180-185, 185-190, 190-195, 195-200, 200-205, 205-210, 210-215, 215-220, 220-225, 225-230, 230-235, 235-240, 240-245, 245-250, 250-255, 255-260, 260-265, 265-270, 270-275, 275-280, 280-285, 285-290, 290-295, 295-300, 300-305, 305-310, 310-315, 315-320, 320-325, 325-330, 330-335, 335-340, 340-345, 345-350, 350-355, 355-360, 360-365, 365-370, 370-375, 375-380, 380-385, 385-390, 390-395, 395-400, 400-405, 405-410, 410-415, 415-420, 420-425, 425-430, 430-435, 435-440, 440-445, 445-450, 450-455, 455-460, 460-465, 465-470, 470-475, 475-480, 480-485, 485-490, 490-495, 495-500, 500-505, 505-510, 510-515, 515-520, 520-525, 525-530, 530-535, 535-540, 540-545, 545-550, 550-555, 555-560, 560-565, 565-570, 570-575, 575-580, 580-585, 585-590, 590-595, 595-600, 600-605, 605-610, 610-615, 615-620, 620-625, 625-630, 630-635, 635-640, 640-645, 645-650, 650-655, 655-660, 660-665, 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City of Richmond

6911 No. 3 Road
Richmond, BC V6Y 2C1
www.richmond.ca

Development Application Data Sheet Development Applications Division

RZ 09-466062

Attachment 3

Address: 6160 London Road and 13100, 13120, 13140, 13160 and 13200 No. 2 Road

Applicant: Oris Development (Kawaki) Corp.

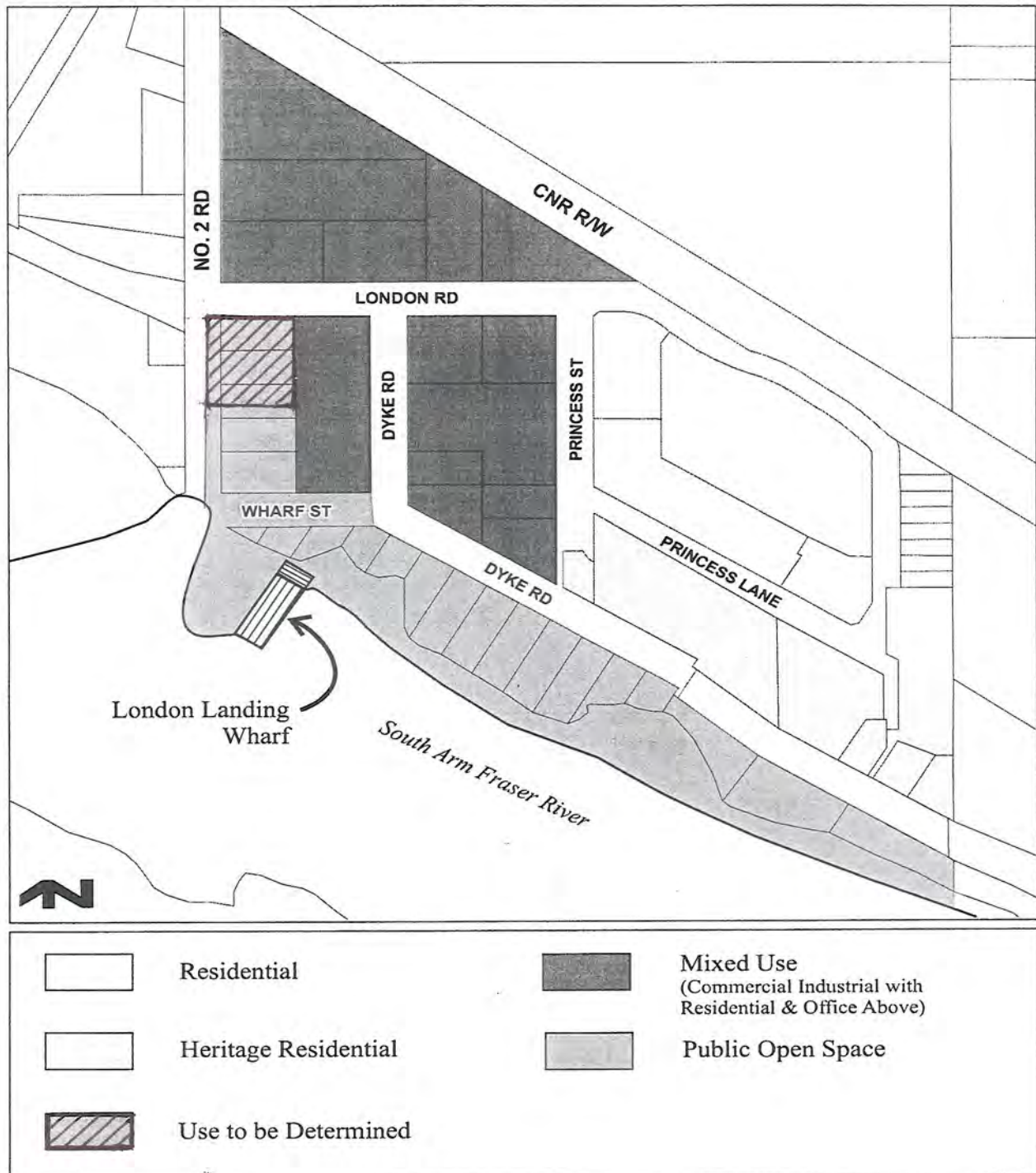
Planning Area(s): Steveston Area Plan. London/Princess Sub Area

	Existing	Proposed
Site Area	8,473.6 m ²	5,702.1 m ²
Land Uses		
OCP Designation	Public Open Space, Mixed Use and Use to be Determined	Mixed Use and Public Open Space
Zoning:	Light Industrial (IL)	"Commercial/Mixed-Use and Community Use (ZMU20) – London Landing (Steveston)" and "School & Institutional (SI)"
Number of Units		80

	ZMU20 Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	1.62	1.62	none permitted
Lot Coverage:	Max. 76 %	62%	none
Setback – North:	Min. 3.0 m	3.1 m	none
Setback – South:	Min. 1.0 m	1.1 m	none
Setback – East:	Min. 0.0 m	0.0 m	none
Setback – West:	Min. 5.5 m	5.6 m	none
Height (m):	Max. 21.0 m	21.0 m	none
Lot Size:	n/a		
Off-street Parking Spaces – Residents:	120	120	none
Off-street Parking Spaces – Shared Commercial and Visitor	68	60	Variance or adjustments to proposal at DP stage required

Off-street Parking Spaces - Restaurant	28	21	Variance or adjustments to proposal at DP stage required
Off-street Parking Spaces – Total:	216	201	Variance or adjustments to proposal at DP stage required
Off-street Parking Spaces – Accessible:	5	6	none
Tandem Parking Spaces:	permitted	15	none
Loading Spaces	2	2	none
Indoor Amenity Space:	Min 70 m ²	cash-in-lieu	none
Outdoor Amenity Space:	Min. 480 m ²	Adjacency to large public park area	



London/Princess Land Use Map

Rezoning Considerations

6160 London Road & 13100, 13120, 13140, 13160 and 13200 No. 2 Road

RZ 09-466062

Prior to final adoption of Zoning Amendment Bylaw No. 8818, the developer is required to complete the following:

1. Adoption of OCP Amendment Bylaw No. 8817.
2. The developer shall be required to enter into a purchase and sales agreement with the City for the purchase of the City-owned lands (13100, 13120 & 13140 No. 2 Rd), 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 Manager, Real Estate Services. All costs associated with the purchase and sales agreement shall be borne by the developer.
3. Subdivision and transfer of the area identified as "B" in attached Sketch A to the City as a fee simple lot (of approximately 947.6 m² or 10,200 ft²) to be used for park purposes. Area "B", as identified in attached Sketch A, is to be consolidated with the City lots at 13160 and 13200 No. 2 Road [all of which will be rezoned to School & Institutional Use (SI)]. The primary business terms of the purchase and sales agreement will be brought forward for consideration by Council in a separate report from the Manager, Real Estate Services. All costs associated with the transfer and consolidation of Area "B", as identified in attached Sketch A, with the City lands shall be borne by the developer.
4. Consolidation of City lots at 13100, 13120, 13140 No. 2 Road, which are to be purchased by the developer, with the portion (approximately 3,296 m² or 35,479 ft²) of 6160 London Road (excluding the Area "B", as identified in attached Sketch A, which is being transferred to the City) into one development parcel. The consolidation of these lands shall include the provision of 4m x 4m corner cuts for road purposes at the intersections of London & Dyke Roads and London & No. 2 Roads.
5. Registration of the following Public Rights of Passage Statutory Rights-of-Way (PROP ROW's), as illustrated in attached Sketch B:
 - o approximately 3.1m wide PROP ROW along the present north property line of 6160 London Road and 13100 no. 2 Road for the purpose of completing the corridor for sidewalk.
 - o approximately 4.0 m wide PROP ROW on each side, along the present west property line of 6160 London Road, for a length of approximately 70.0m, through the middle of the site connecting the new dike/waterfront park to London Road.
 - o approximately 5.0 m wide PROP ROW along the present west property line of 13100, 13120, 13140 No. 2 Road.
 - o All PROP ROW's to be for pedestrians, bicycles, wheelchairs, etc. (no autos) and utilities.
6. Registration of a Flood Plain Covenant on title specifying a minimum Flood Construction level (FCL) of 2.9 m GSC.
7. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.

8. City acceptance of the developer's voluntary contribution of \$4.00 per buildable residential square foot (approx. \$329,601.72) to the City's Affordable Housing Reserve Fund.
9. City acceptance of the developer's voluntary contribution of \$59,896.66 for Public Art, based on a rate of \$0.60/ft² established by the maximum FAR (approx. 99,827.77 ft).
10. In compliance with City Policy 5041, submission of cash-in-lieu for the provision of dedicated indoor amenity space in the amount of \$179,000.
11. The developer providing a Letter of Credit or other form of security, which may include a construction agreement, in the amount of the full cost of constructing a Dirt Bike Park at another location; the amount and type of security to be to the satisfaction of the General Manager Parks and Recreation.
12. The developer entering into the City's standard Servicing Agreement to design & construct off-site works at the developer's full cost. Works include but are not limited to:
 - a) London Road: upgrade/complete to south side of London to an 11.2m pavement width (curb to curb) c/w new curb and gutter, with a layby also across most of the frontage. A new 2m concrete sidewalk will be (largely) in a PROP ROW, with a minimum 1.5m grass/treed blvd in the area between the curb & the sidewalk with matching street lighting. For improvement across the frontage of the portion of closed No 2 Road, continue the 2m sidewalk behind the new curb; the conceptual gives the impression there is no room for a blvd here.
 - b) Dyke Road: full 1/2 road upgrading including a traffic bulge at London Road. Create a curb edge with a layby for 3-4 cars immediately south of the bulge to past the projects driveway. The curb is to extend to the end of curve where Dyke Road straightens eastbound. Create a 1.5m concrete sidewalk along the property line continuing south merging with the Dyke Trail. The balance of the area between the back of curb & the sidewalk is to be a grass & treed boulevard with matching street lights.
 - c) Dike: New portion of the dike; which is generally extending along the south and west property lines of the subject development lands. All aspects related to required reports, works and necessary approval by regulatory agencies to be resolved including but not limited to:
 - o Resolution of all environmental aspects associated with the proposed dike and waterfront park, which may impact on the ESA areas, to the satisfaction of DFO and City of Richmond (Environmental Sustainability, Engineering and Parks).
 - o Professional Engineer to be hired to resolve the following aspects related to dike design and construction, including:
 1. transition area between the proposed dike elevation (4.70 m) and the existing portion of the dike to the west, along Dyke Rd. to the satisfaction of DFO, Provincial authorities and City staff.
 2. confirming that location and details of any constructed works in proximity to the dike are satisfactory to the Diking Authority (Engineering).
 3. undertaking geotechnical investigation and report to the City on required actions regarding construction of the dike, including seismic stabilization of the dike area in front of the proposed development, to the satisfaction of Provincial authorities (Dike Inspector)
 - d) Waterfront Park: Located on the south side of the development site. All aspects related to required studies, environmental reports, works and necessary approval regarding all regulatory agencies to be resolved as part of the Servicing Agreement. The park

design and construction to be coordinated with the dike realignment and construction and generally in accordance to preliminary plans submitted by HAPA Collaborative, which form part of the rezoning application, to the satisfaction of the General Manager of Parks. Park development works to be credited up to the applicable DCC credits as determined by the General Manager of Parks.

13. Consideration of groundwater discharge during construction, if required, will need to be addressed by the appropriate authorities.
14. Qualified Environmental Professional/Registered Professional Biologist credentials to be hired to undertake an Environmental Impact Assessment (EIA) including, but not limited to:
 - o FREMP Habitat Coding System; existing vegetation/habitat; an assessment and mapping of areas impacted and proposed enhancement/compensation plan details (i.e. habitat balance sheet); and presence/absence of listed species (i.e. provincially red-listed and/or federal Species at Risk).
15. Identification of encroachment of areas controlled by Port Metro Vancouver (i.e. identify areas of encroachment/impact as well as existing conditions) and confirmation that proposed encroachments/impacts are accepted by the City, the Port and DFO including any associated enhancement/compensation as described in EIA. This should include details for long term monitoring period (i.e. 3, 5 or 8 years) for enhancement/compensation package.
16. Ministry of Environment (MOE) Certificate of Compliance or alternative approval granted from MOE regarding potential site contamination issues. This approval is required prior to the dedication of any required road and/or transfer of lands to the City. Additional legal agreement(s) and/or security to ensure all potential site contamination issues are resolved to the satisfaction of the Director of Development may be required.
17. Providing a professional archaeologist's report regarding the proposed development impact in regard to the Heritage Slough designation and within an area designated as Heritage Archaeological over portions of the site, and any associated requirements from the Archaeological Branch, Ministry of Tourism, Culture and The Arts.

Prior to Development Permit Issuance, the developer must complete the following requirements:

1. Encroachment Agreement for any canopies encroaching over the Dyke Road ROW
2. In the event that tree replacement planting is not feasible due to the dike and slab over partially submerged parking, submission of cash-in-lieu in the amount of \$10,000 for replacement at a ratio of 2:1 of 10 trees that will be impacted/removed as a result of the proposed development (number of trees to be confirmed via a survey by a Registered Arborist)

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 Division. 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. 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 Division at 604-276-4285.

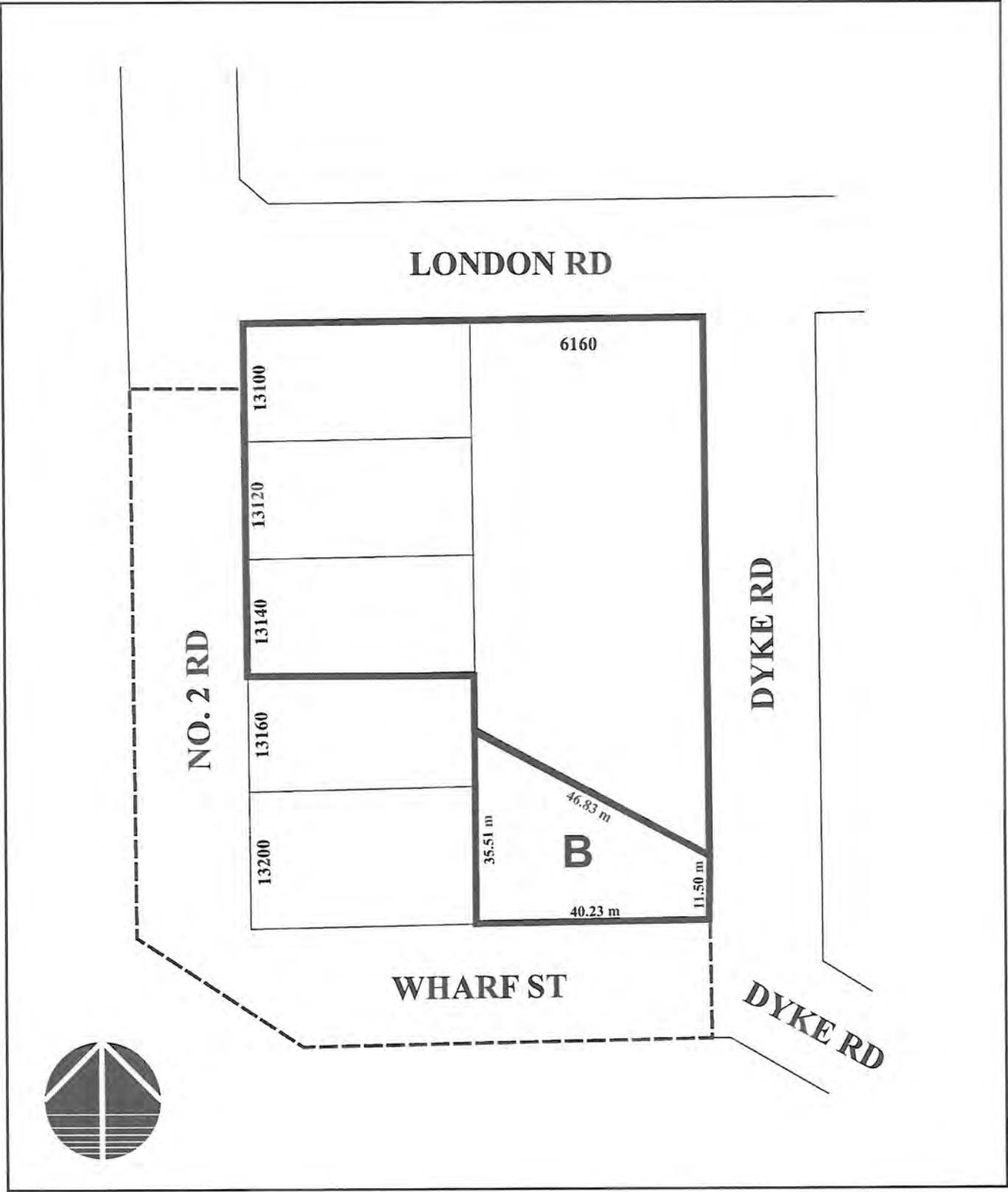
Note:

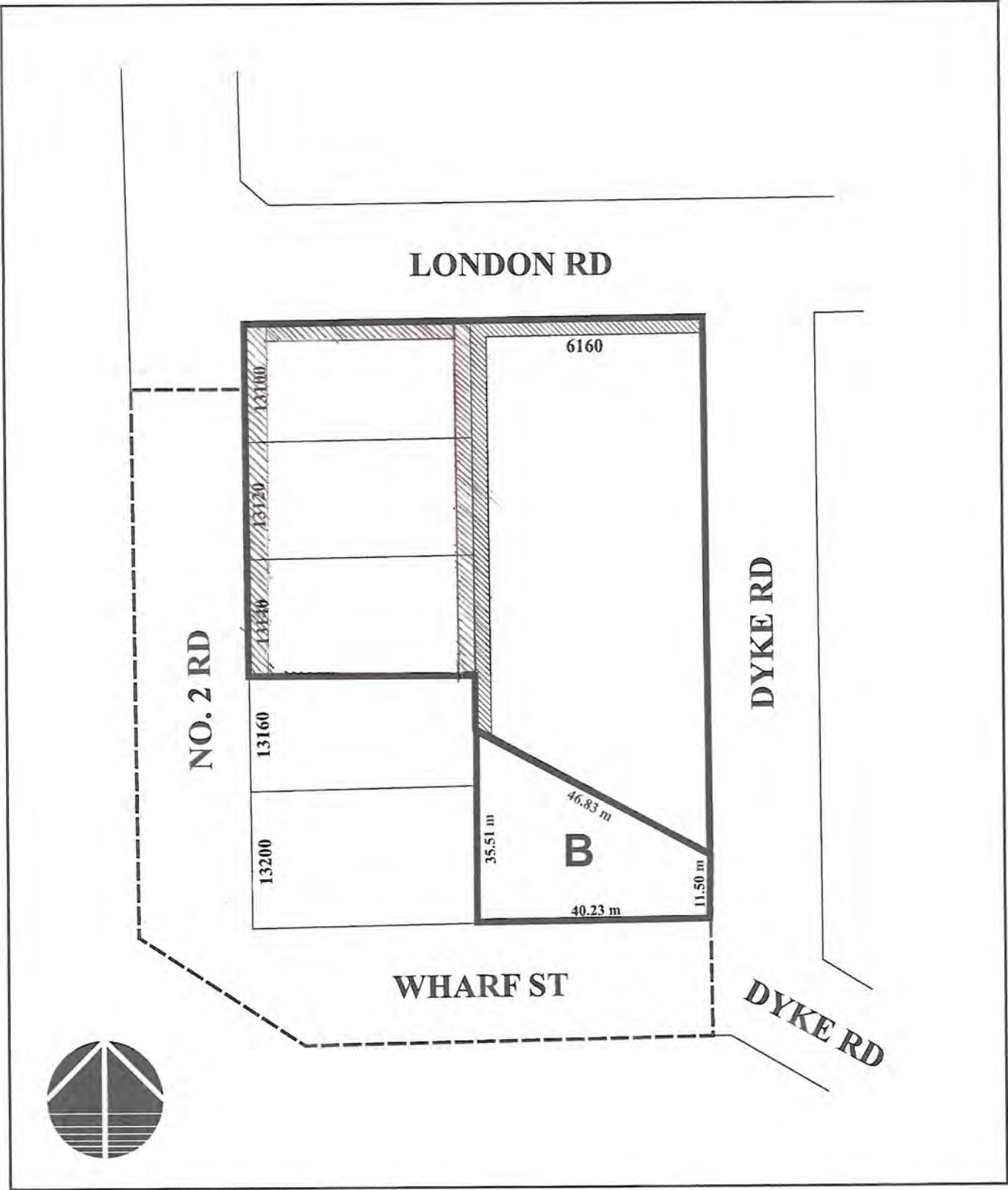
- * This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act. All agreements to be registered in the Land 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.

Signed

Date



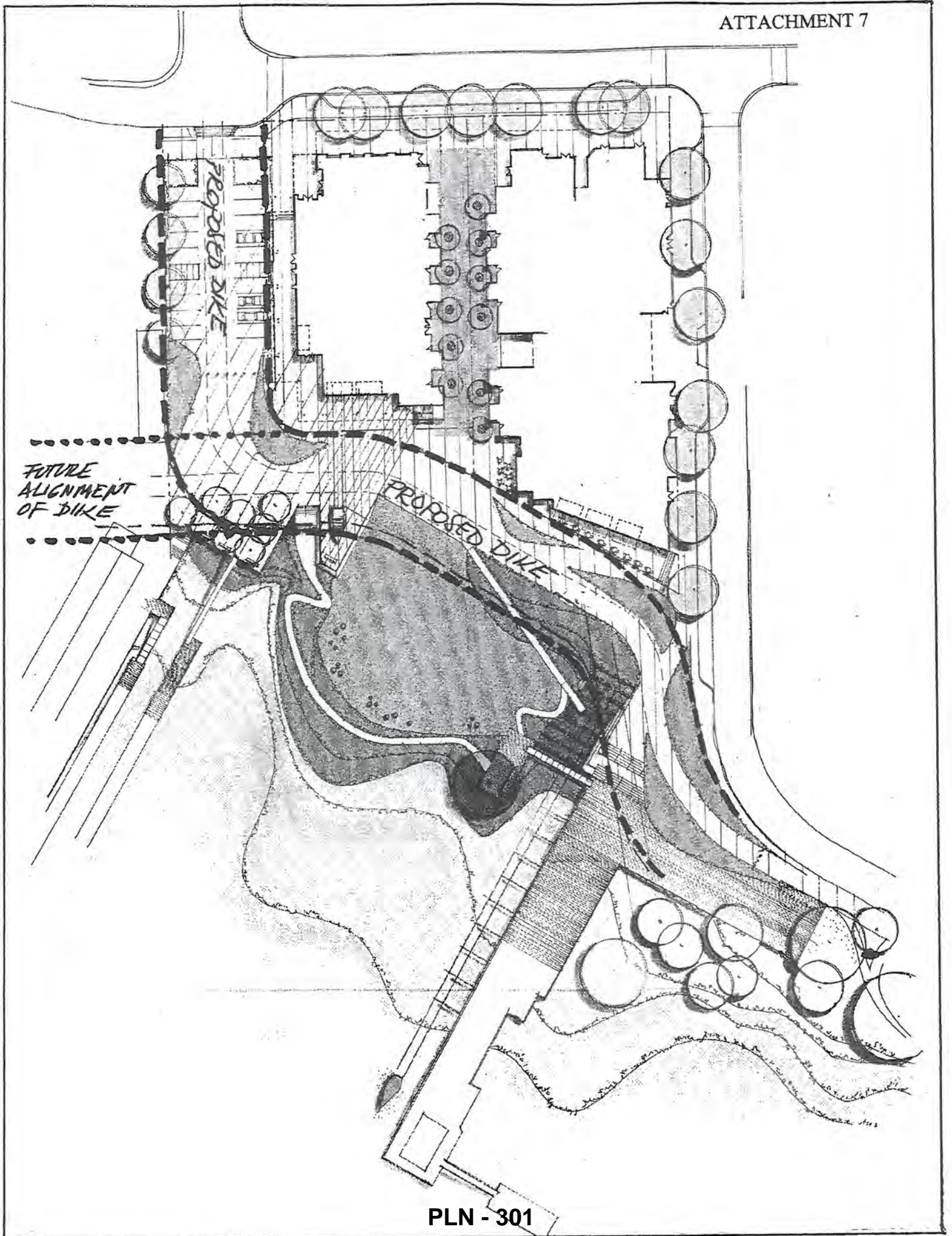


FUTURE
ALIGNMENT
OF DIKE

PROPOSED DIKE

PROPOSED DIKE

PLN - 301





**Richmond Official Community Plan Bylaw 7100
Amendment Bylaw 8817 (RZ 09-466062)
6160 London Road & 13100, 13120, 13140, 13160 and 13200 No. 2 Road**

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

1. Richmond Official Community Plan Bylaw 7100 is amended by:
 - a) repealing the existing “Use to be Determined” and “Public Open Space” land use designations of the following area in the London/Princess Land Use Map in Schedule 2.4 (Steveston Area Plan) and by designating it “Mixed Use”:

That area shown as area “A” on “Schedule A attached to and forming part of Bylaw No. 8817”.
 - b) repealing the existing “Mixed Use (Commercial-Industrial with Residential & Office Above)” land use designation of the following area in the London/Princess Land Use Map in Schedule 2.4 (Steveston Area Plan) and by designating it “Public Open Space”:

That area shown as area “B” on “Schedule A attached to and forming part of Bylaw No. 8817”.
2. This Bylaw may be cited as **“Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 8817”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

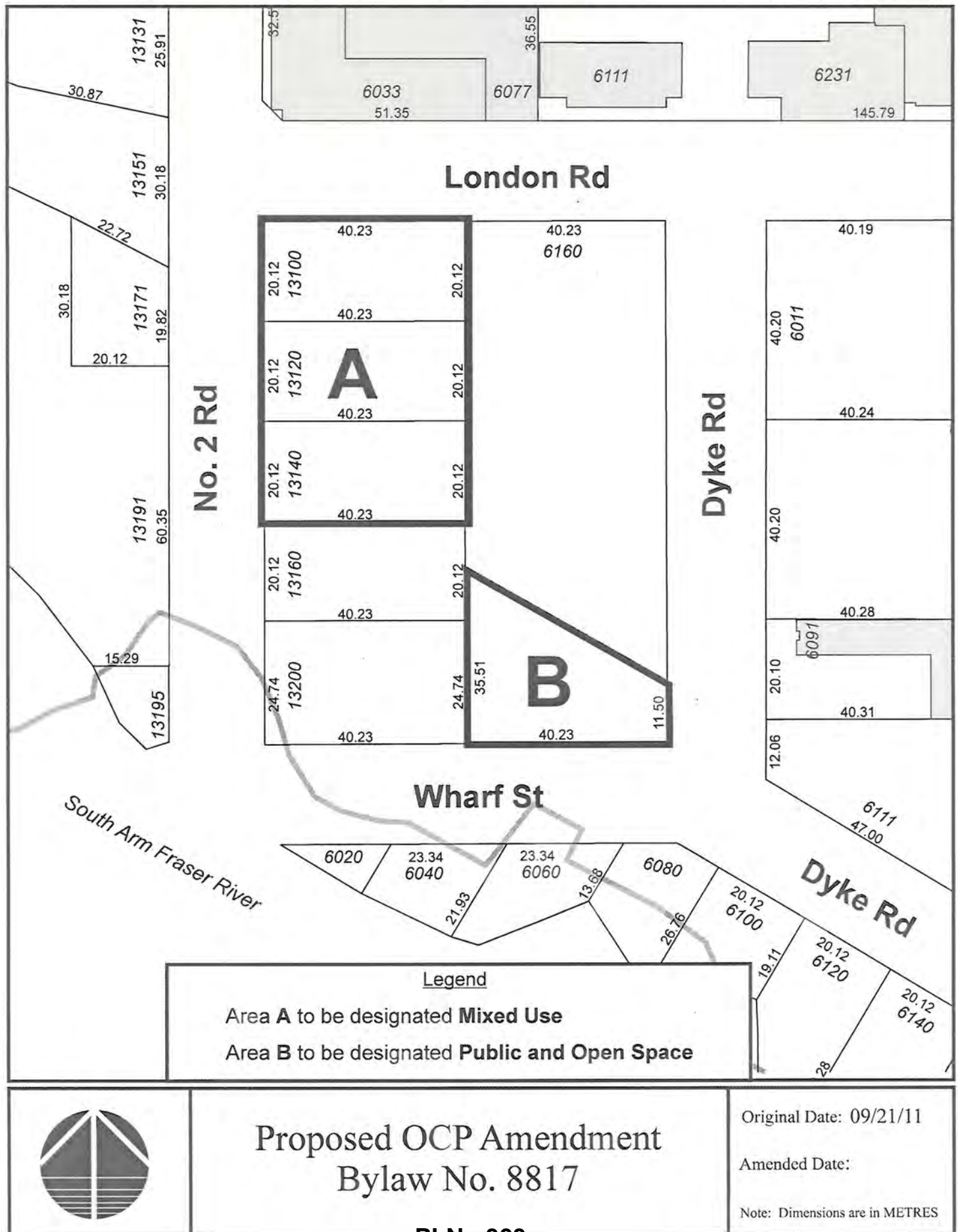
OTHER REQUIREMENTS SATISFIED

ADOPTED

CITY OF RICHMOND
APPROVED by 
APPROVED by Manager or Solicitor 

MAYOR

CORPORATE OFFICER





Richmond Zoning Bylaw 8500
Amendment Bylaw No. 8818 (RZ 09-466062)
6200 London Road & 13100, 13120, 13140, 13160 and 13200 No. 2 Road

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended by:
 - i. Inserting the following into the table contained in Section 5.15.1, after ZMU19:

Zone	Sum Per Buildable Square Foot of Permitted Principal Building
"ZMU20	\$4.00"

2. Richmond Zoning Bylaw 8500, as amended, is further amended by inserting the following into Section 20 (Site Specific Mixed Use Zones), in numerical order:

"20.20 Commercial/Mixed Use (ZMU20) - London Landing (Steveston)

20.20.1 Purpose

The zone provides for **commercial**, residential and industrial **uses** in the Steveston area.

20.20.2 Permitted Uses

- amenity space, community
- child care
- education
- education, commercial
- health service, minor
- housing, apartment
- industrial, general
- live/work dwelling
- manufacturing, custom indoor
- office
- recreation, indoor
- restaurant
- retail, convenience
- retail, general
- service, business support
- service, financial
- service, household repair
- service, personal

20.20.3 Secondary Uses

- boarding and lodging
- community care facility, minor
- home business

- **studio**
- **veterinary service**

20.20.4 Permitted Density

1. The maximum **floor area ratio** (FAR) is 1.2, together with an additional 0.1 **floor area ratio** provided that it is entirely used to accommodate **amenity space**.
2. Despite Subsection 20.20.4.1, the reference to "1.2" in relation to the maximum **floor area ratio** is increased to the higher density of "1.62" if the **owner** provides:
 - a) for rezoning applications involving 80 or less **apartment housing dwelling units**, 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 **owner's lot** in the ZMU20 zone; or
 - b) for rezoning applications involving more than 80 **apartment housing dwelling units**, and prior to the first occupancy of the **building**, the **owner**:
 - i. provides in the **building** not less than four **affordable housing units** and the combined **habitable space** of the total number of **affordable housing units** would comprise at least 5% of the total **building area**; and
 - ii. enters into a **housing agreement** with respect to the **affordable housing units** and registers the **housing agreement** against the title to the **lot**, and files a notice in the Land Title Office.

20.20.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 76% for **buildings**.

20.20.6 Yards & Setbacks

1. The minimum north side **setback** is 3.0 m.
2. The minimum west side **setback** is 5.5 m, except that:
 - a. the minimum **setback** for columns supporting a roof forming part of the **building** is not less than 1.8 m; and
 - b. decks located above the **first storey** supported by columns forming part of the **principal building** may project into the **setback** for a distance of not more than 2.8 m.
3. There is no minimum east side **setback**, except that:
 - a. the minimum east side **setback** for any **storey** above **first storey** is 7.0 m; and
 - b. decks located above the **first storey** supported by columns forming part of the **principal building** may project into the **setback** for a distance of not more than 2.8 m.

4. The minimum south side **setback** from a public **park** is 1.0 m.
5. A parking **structure** may project into the **setback**, provided that such encroachment is landscaped and screened by a combination of **landscaping** and parking structure treatment as specified by a Development Permit approved by the **City**.

20.20.7 Permitted Heights

1. The maximum **height** for **buildings** is 21.0 m.
2. The maximum **height** for **accessory buildings** and **accessory structures** is 5.0 m.

20.20.8 Subdivision Provisions/Minimum Lot Size

1. There are no minimum **lot width**, **lot depth** or **lot area** requirements.

20.20.9 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided in accordance with the provisions of Section 6.0.

20.20.10 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.

20.20.11 Other Regulations

1. The following **principal uses** are permitted in this **zone** provided they are restricted to the **first storey** of the **building** in which the **use** is located:
amenity space, community;
child care;
education;
education, commercial;
health service, minor;
industrial, general;
manufacturing, custom indoor;
office;
recreation, indoor;
restaurant;
retail, convenience;
retail, general;
service, business support;
service, financial;
service, household repair;
service, personal;
studio; and
veterinary service.

2. **Apartment housing** is a permitted **principal use** in this **zone** provided it is restricted to the second **storey** and above of the **building** in which the **use** is located.
 3. The following **secondary uses** are permitted in this **zone** provided they are restricted to the second **storey** and above of the **building** in which the **uses** are located:
boarding and lodging;
community care facility, minor; and
home business.
 4. Signage must comply with the *City of Richmond's Sign Bylaw No. 5560*, as it applies to **development** in the Steveston Commercial (CS3) **zone**.
 5. 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."
3. 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 (ZMU20) - London Landing (Steveston)** :

That area shown as cross-hatched on "Schedule A attached to and forming Part of Bylaw No. 8818".
 4. 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 **School & Institutional (SI)**:

That area shown as cross-hatched on "Schedule B attached to and forming Part of Bylaw No. 8818".
 5. This Bylaw is cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw No. 8818**".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER REQUIREMENTS SATISFIED

ADOPTED

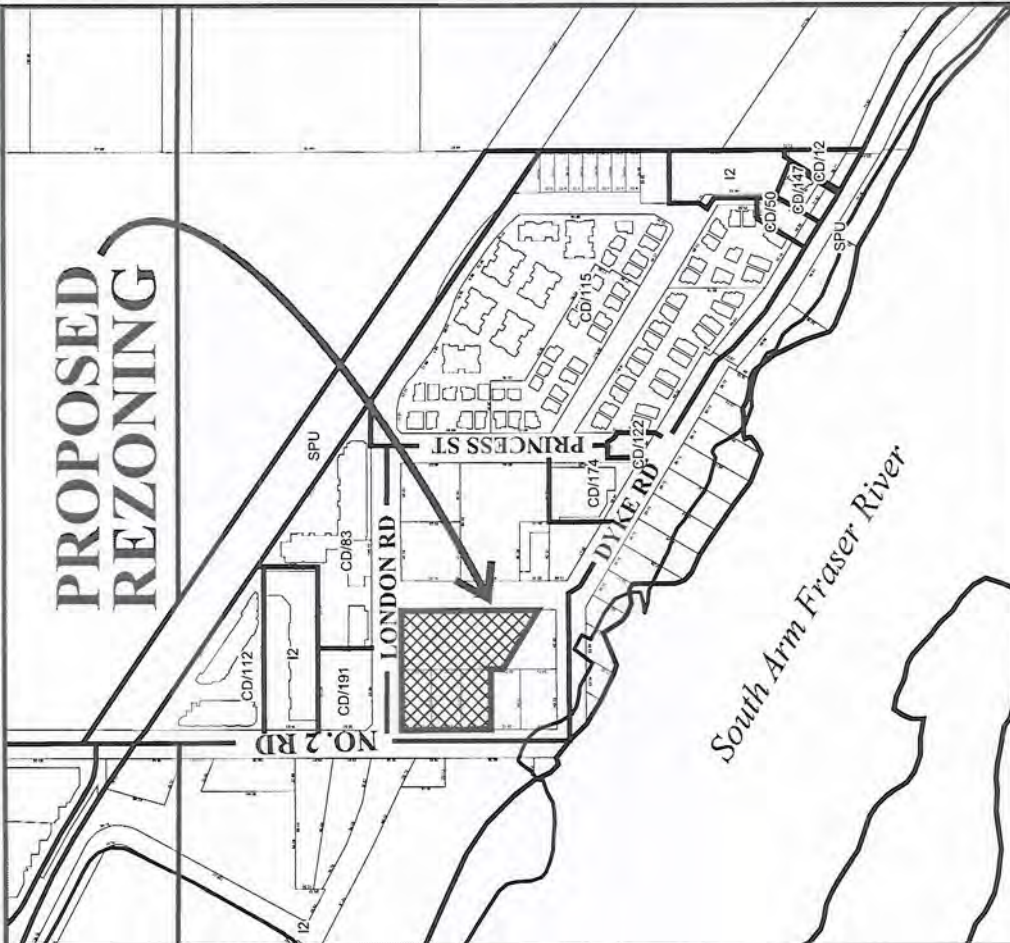
MAYOR_____
CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating dept. 
APPROVED for legality by Solicitor 



City of Richmond

PROPOSED REZONING



LONDON RD

NO. 2 RD

DYKE RD

6111

6033	51.35
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40.20

40.20
6011

1609

12.06

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40.2

1

40.2

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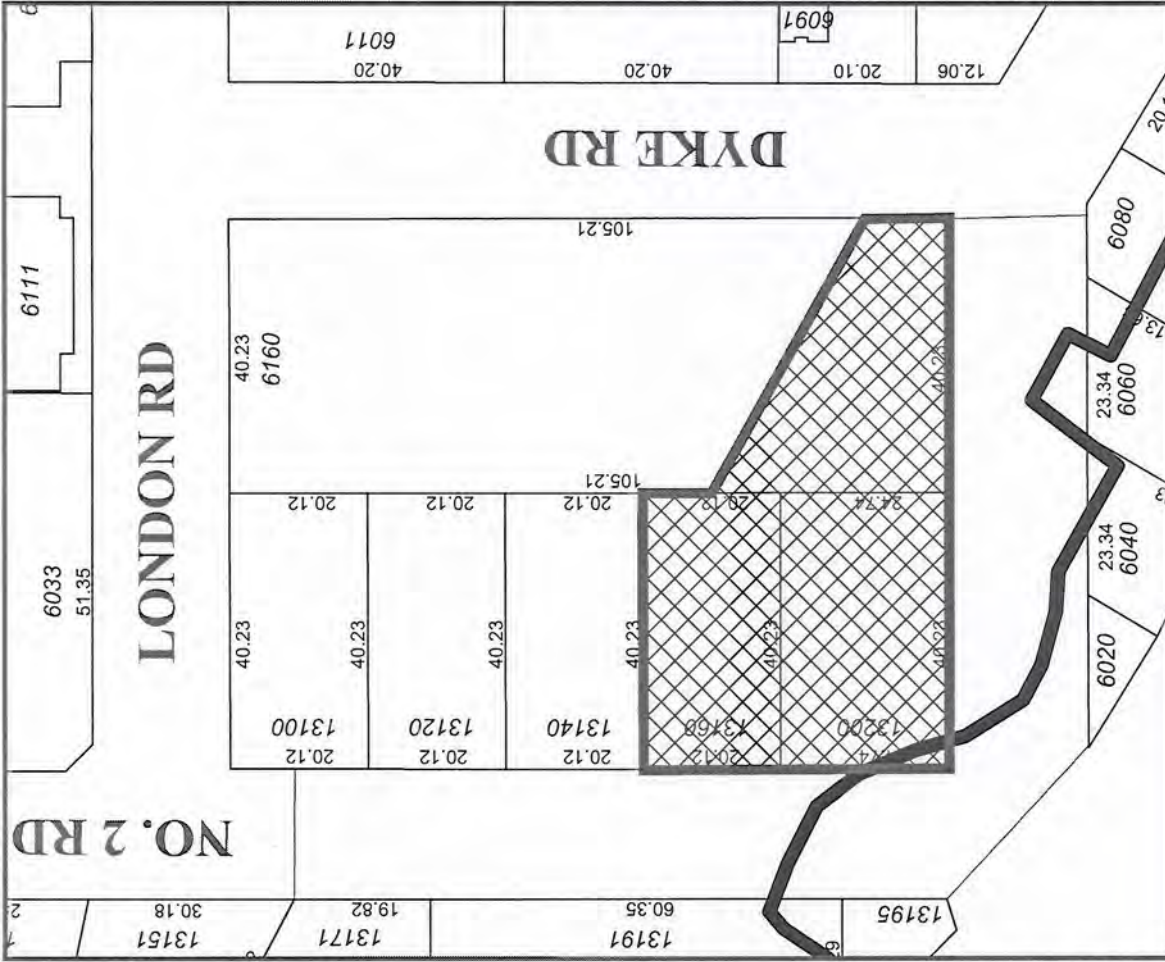
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RZ 09-466062

Original Date: 04/28/09

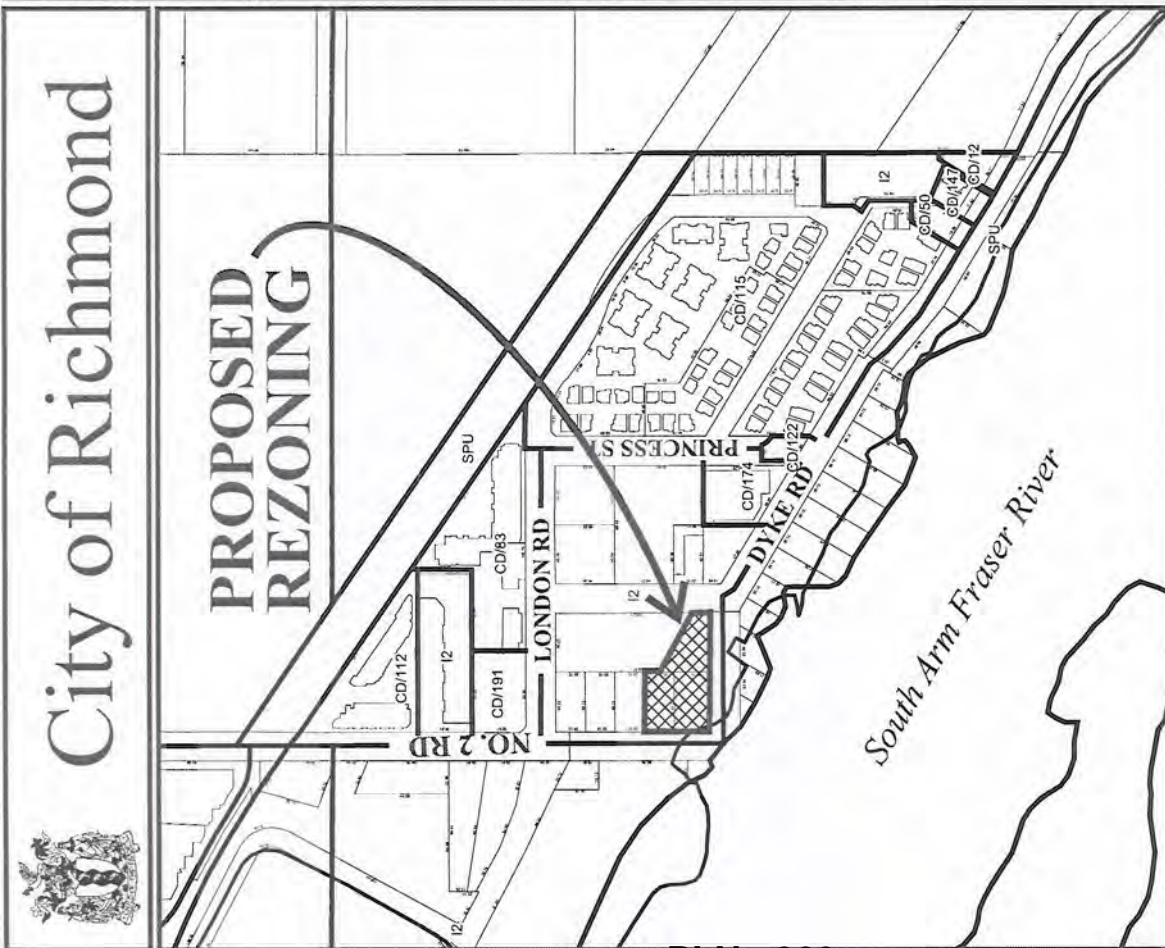
Revision Date: 01/12/12

Note: Dimensions are in METRES



Original Date: 04/28/09
Revision Date: 01/12/12
Note: Dimensions are in METRES

RZ 09-466062





City of Richmond
Planning and Development Department

Report to Committee

To: Planning Committee

Date: December 22, 2011

From: Brian J. Jackson, MCIP
Director of Development

File: 08-4040-01/2011-Vol 01

Re: **Farm Based Wineries – Possible Options for Zoning Regulation**

Staff Recommendation

That Bylaw No. 8860, to amend the definition of “farm-based winery” and to include specific use regulations limiting their size, be introduced and given first reading.

Brian J. Jackson, MCIP
Director of Development

BJ:mm
Att.

FOR ORIGINATING DEPARTMENT USE ONLY

REVIEWED BY TAG

YES



CONCURRENCE OF GENERAL MANAGER

Origin

On January 5th 2010, Planning Committee made the following amended referral with regards to farm-based wineries:

That Staff:

1. *Investigate potential restrictions on future wineries including (a) the necessity of rezoning and (b) the grandfathering of existing wineries;*
2. *Examine the difference between predominantly farm-based wineries and commercial wineries; and*
3. *Explore how farm-based wineries comply with regulations if accessory uses are pursued by owners.*

In response to this referral, the issue was brought to the AAC for preliminary review at its October 13, 2010 meeting where the following recommendation was made:

That the AAC:

- *Support existing regulations (City and ALC) for farm-based wineries operating on agricultural land.*
- *Request that all developments permitted in the zoning and ALC regulations involving farm-based wineries on agricultural land be forwarded to the AAC for review.*
- *Request further research on the operation of Lulu Island Winery to determine whether the business operates as a farm-based or commercial winery and report back to the Committee.*

To gain more guidance from the farming community, the issue was again brought to the AAC on December 8, 2011 for specific comments where the following recommendation was made:

The AAC forward the following comments on farm-based wineries to assist in the development of regulations:

- *Consider 1,000 sq.m (10,764 sq.ft.) the maximum building area for a farm-based winery facility, which would include all principal uses (winery processing and storage) and accessory uses (retail, tasting rooms, lounge – indoor only); and*
- *Request that City staff examine a size limitation ratio that links parcel size to maximum total winery area.*

At this meeting, as the AAC also noted that they wanted to be informed of the proposed bylaw approach to limiting the size of farm-based wineries. This report and proposed Bylaw 8860 will be forwarded to AAC committee members after Planning Committee on January 17, 2012 and before a possible public hearing.

Purpose

This report is being forwarded to the Planning Committee for a recommendation on proceeding with an amendment to Zoning Bylaw 8500 to amend the definition of “farm-based winery” and include a general regulation by limiting the floor area of farm-based wineries to the lesser of either 1000m² or a floor area ratio of 0.05.

Findings of Fact

Wineries located within the Agricultural Land Reserve (ALR) are regulated by both the Agricultural Land Commission and municipal zoning regulations.

Agricultural Land Commission (ALC) Act

The *Agricultural Land Reserve Use, Subdivision and Procedure Regulation* under the *ALC Act* provides the basis for allowing wineries and ancillary uses in the ALR as follows:

- “Farm-based wineries” means a BC licensed winery or cidery in which wine or cider is produced and offered for sale made from farm product in one (1) of two (2) formats:
 - “Class 1”: At least 50% of the farm product is grown on the farm on which the winery/cidery is located (for wineries that generate farm product on-site); or
 - “Class 2”: The farm that grows products used to produce wine or cider is more than 2ha (5 acres) in area and at least 50% of the farm product for processing is provided under a minimum 3-year contract from a farm in BC (for wineries that have limited to no generation of product from on-site crops).
- “Ancillary uses” are also permitted in conjunction with a farm-based winery as follows:
 - Processing and storage;
 - Retail sales with no limit in area (if only retailing farm products produced on-site). If retailing a mix of farm and non-farm products, a maximum of 300 m² (3,229 sq. ft.) retail area applies;
 - Tours; and
 - A food and beverage service lounge with a maximum indoor seating area of 125 m² (1,350 sq. ft.) and maximum outdoor seating area of 125 m² (1,350 sq. ft.).

Richmond's Zoning Bylaw

Richmond's *Zoning Bylaw 8500* defines and allows “farm-based winery” and “ancillary uses” in the Agricultural (AG1) and Roadside Stand (CR) zones. These zoning definitions are based on the definitions in the *ALC Act Regulation*. The AG1 and CR zones include a 35% lot coverage limitation for “farm buildings and structures” which would include wineries.

Restricting Wineries More Than ALC Regulations

The *ALC Regulation* allows a municipal zoning bylaw to be amended to regulate the size, dimensions and siting of “farm-based wineries” and “ancillary uses.”

Any attempt to disallow outright these “farm-based winery” or “ancillary uses” is not normally permitted under Section 903 of the *Local Government Act*. However, Section 917 of the *Act* does allow a municipality to pass a farm bylaw that could prohibit farm uses allowed under the *ALC Act Regulation*, but the municipality must seek approval of the Minister of Agriculture, and be regulated under Section 918 of the *Local Government Act*. The decision to apply the Section 918 regulation is by Order in Council (a Provincial Cabinet decision). Only four (4) municipalities (Delta, Langley, Abbotsford and Kelowna) have taken this step.

Significant implications of being regulated under Section 918 are:

1. Any further zoning bylaw amendments that affect the ALR will need to be approved by the Minister of Agriculture;
2. A municipality requesting Section 918 regulation is expected to amend its bylaws to achieve consistency with the Minister’s Bylaw Standards (including residential uses in the ALR); and
3. Once the Section 918 regulation is applied, there is no specified process to remove the regulation.

Analysis

Options for Consideration for Richmond’s Farm-Based Winery Provisions:

Given the above jurisdictional framework and AAC consultation, the following options, which do not require Ministerial Section 918 approval, have been prepared for discussion at Planning Committee.

Option 1

Maintain Existing Zoning Bylaw Regulations With No Size Limit (Not Recommended)

- ☐ The current above-noted “farm-based winery” use is maintained with the same two (2) Class 1 and 2 farm content requirements options.
- ☐ The current larger “ancillary uses” with no limits for storage, processing and tours are maintained.
- ☐ Maintain the other “ancillary uses” under the Zoning Bylaw:

- Tours with no floor area limits; and
- Food and beverage service lounge with the same indoor seating floor area of 125 m² and outdoor seating area limits of 125 m².

Option 2

Include Separate Size Limits on Class 2 Wineries and Ancillary Uses (Not Recommended)

- ❑ The current “farm-based winery” uses with the same two (2) Class 1 and Class 2 farm content requirements options are maintained.
- ❑ Limit sizes on the Class 2 winery (e.g. 750m² from no limit currently), and limit larger ancillary “processing” and “storage uses” (e.g. 750 m² for each use from no limit currently).
- ❑ Maintain the other “ancillary uses” under the Zoning Bylaw:
 - Retail sales with no floor area limits;
 - Tours with no floor area limits; and
 - Food and beverage service lounge with the same indoor seating area of 125 m² and outdoor seating area limits of 125 m².

Option 3

Include an Overall Size Limit on All Wineries (Recommended Option)

- ❑ The “farm-based winery” definition includes the two (2) current Class 1 and Class 2 farm content requirements options, but is proposed to be amended to include the ancillary “processing” and “storage” uses as part of the primary “farm-based winery” use.
- ❑ Limit sizes of the redefined “farm-based winery,” which includes both processing and storage within Class 1 and 2 wineries, by limiting the floor area of farm-based wineries to the lesser of either 1000m² or floor area ratio of 0.05.
- ❑ Maintain the other “ancillary uses” under the Zoning Bylaw, but within the above maximum floor area and floor area ratio limits:
 - Retail sales with no floor area limits;
 - Tours with no floor area limits; and
 - Food and beverage service lounge with the same indoor seating area of 125 m² and outdoor seating area limits of 125 m².

Recommended Option

Staff and the AAC contend that Option 1 which would maintain the current regulations will not protect the ALR from very large-scale industrial wineries nor smaller wineries that could provide a range of winery and non-winery ancillary activities such as informal banquet halls or convention services that could expand over time. Option 2 is seen as having too large a maximum permitted floor area for each of the currently defined “farm-based winery” and ancillary “processing” and “storage” uses. In practice, these three (3) uses are seen as all being part of the primary “farm-based winery” use in practice by farmers, the ALC and City staff.

Staff recommend Option 3 given the difficulty of differentiating the current ancillary uses of “processing” and “storage” from the winery itself, these ancillary uses are included within the new definition of principal “farm-based winery” use in proposed Zoning Amendment Bylaw 8860. The primary winery use and remaining ancillary uses of “retail sales”, “tours” and the indoor 125 m² “food and beverage” lounge are all included within the total maximum floor area of farm-based wineries being the lesser of either 1000m² or a floor area ratio of 0.05.

Of note, only the outside food and beverage lounge (with a limit 125 m²) does not have floor area, and thus is not included within the 1000m² (10,800 ft²) floor area limitation.

The maximum floor area of farm-based wineries being the lesser of either 1000m² or a floor area ratio of 0.05 is included within the Specific Use Regulations under Section 5.10 of Zoning Bylaw 8500. This allows the maximum floor area to be varied through a DVP.

Variances to Building Size

Building size limits may be varied by Council through a Development Variance Permit (DVP) with the advice of staff and the AAC. Thus, the City is provided with more control over size, but proponents have an opportunity to seek City permission to increase the maximum floor area of a farm-based winery that exceeds 1000 m² (10,800 ft²) without going through a rezoning provided that winery does not exceed the floor area ratio or coverage for a zone (which are measures of density).

Legal Non-Conforming / Grandfathered Status

The type and scale of uses established lawfully under zoning would be allowed to continue after a change in zoning, subject to the “legal non-conforming” status conditions under Section 911 of the *Local Government Act*. Any use that was commenced without appropriate zoning, and continues not to be allowed under the current zoning, cannot be grandfathered.

Sanduz Estates Wines has confirmed that they can operate within the proposed size limitation. The Lulu Island winery has a total floor area of 2068 m² (22,260 ft²) and will be greater than the proposed 1000 m² (10,800 ft²) floor area limitation, but its current allowed “farm-based winery” uses would be grandfathered should the proposed limitation be established under Option 3. It should be noted that Lulu Island’s proposed indoor and outdoor food and beverage lounges, each

with a 125 m² area limit, would be permitted to be established if the ALC grants permission for such a use.

Conclusion

There are a wide range of farm-based winery and ancillary use opportunities allowed within Richmond's AG1 and CR zones that cover most of the ALR. Given the widespread area of these zones within the ALR and the broad definitions of "farm-based winery" and "ancillary" uses, restricting the floor area of both Class 1 and Class 2 farm-based wineries is proposed in Option 3.

Option 3 proposes to limit the floor area of "farm-based wineries" to be the lesser of either 1000m² (10,800 ft²) or a floor area ratio of 0.05. This allows the City and farming community to have a firm regulation to prevent large-scale industrial wineries that obtain all of their farm product from off-site and potentially outside of Richmond. Such wineries should be located on industrial-zoned lands. Secondly, including a maximum size limit will prevent farm-based wineries from being able to incrementally increase in size with an increasing range of associated ancillary winery uses that are difficult to practically regulate.



Mark McMullen
Senior Coordinator – Major Projects

MM:rg



**Richmond Zoning Bylaw 8500
Amendment Bylaw 8860
(Farm-Based Wineries)**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended:
 - a) by deleting the definition of **“farm-based winery”** and substituting the following:

“means a British Columbia licensed winery or cidery, and includes directly associated processing and storage, if the:

 - a) wine or cider produced and offered for sale is made from farm product and:
 - i) at least 50% of that farm product is grown on the farm on which the winery or cidery is located; or
 - ii) the farm that grows the farm products used to produce wine or cider is more than 2.0 ha in area; and
 - iii) at least 50% of the total farm product for processing is provided under a minimum 3 year contract for a farm in British Columbia, unless otherwise authorized by the Provincial Agricultural Land Commission; and
 - b) other **ancillary uses** involving the following activities:
 - i) retail sales;
 - ii) tours; and
 - iii) a food and beverage service lounge, if the area does not exceed 125.0 m² indoors and 125.0 m² outdoors.”
 - b) re-naming section **“5.10. Roadside Stands”** as **“5.10. Roadside Stands and Farm-Based Wineries”**
 - c) Adding Section 5.10.4. which includes the following text:

“The floor area of all **farm-based winery buildings** and **structures** shall not exceed the lesser of:

 - a) 1000.0 m²; or
 - b) a maximum **floor area ratio** of 0.05”

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 8860”**.



FIRST READING

PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

ADOPTED

_____	<div style="border: 1px solid black; padding: 2px;"> CITY OF RICHMOND APPROVED by  APPROVED by Director or Solicitor  </div>

MAYOR

CORPORATE OFFICER



City of Richmond
Planning and Development Department

Report to Committee

To: Planning Committee **Date:** December 20, 2011
From: Brian J. Jackson, MCIP **File:** AG 11-579881
Director of Development
Re: **Application by Sanford Design Group for Agricultural Land Reserve Non-Farm Use at 16880 Westminster Highway (Lulu Island Winery)**

Staff Recommendation

That:

1. Authorization for Sanford Design Group, on behalf of Lulu Island Winery, to apply to the Agricultural Land Commission for a non-farm use for the purposes of developing a food and beverage service lounge as an accessory use to the existing farm-based winery facility at 16880 Westminster Highway be granted;
2. Richmond City Council recommend to the Agricultural Land Commission for the registration of a legal agreement on title that prohibits use of the proposed accessory food and beverage service lounge and existing farm-based winery facility as a banquet hall or stand-alone event hosting venue as part of the Agricultural Land Commission's review of the non-farm use application; and
3. Lulu Island Winery undertake consultation with neighbouring properties regarding the food and beverage service lounge proposal and the findings be reported out to Richmond City Council prior to advancing the non-farm use application to the Agricultural Land Commission.

Brian J. Jackson, MCIP
Director of Development

BJ:ke
Att.

FOR ORIGINATING DEPARTMENT USE ONLY

CONCURRENCE OF GENERAL MANAGER

Staff Report

Origin

Sanford Design Group, on behalf of Lulu Island Winery, has applied to the City of Richmond for a non-farm use for the purposes of a food and beverage service lounge as an accessory use to the existing farm-based winery facility (Lulu Island Winery) at 16880 Westminster Highway (**Attachment 1** – Location Map).

A non-farm use application is required as the subject site is located in the Agricultural Land Reserve (ALR) and is subject to the provisions of the Agricultural Land Commission (ALC) Act.

Project Description

The Lulu Island farm-based winery facility at 16880 Westminster Highway was constructed in 2008-2009. When the facility was constructed, the total area of the building was 2,067 sq.m (22,254 sq.ft.). This total building area consisted of the principal winery processing and storage areas and accessory uses related to permitted retail area, tasting rooms and offices. At this time, no approval was granted or permits issued for a food and beverage service lounge use within the facility. As part of the business and operations plan for the farm-based winery, an accessory food and beverage service lounge was identified as a future component to be included into the facility and the proponent has since submitted the appropriate land use application to the City and ALC for review and consideration.

The proposed food and beverage service lounge (the lounge) and all supporting uses (kitchen, hostess, drink service, storage) are contained within the existing winery building, with the exception of an outdoor patio 110 sq.m (1,180 sq.ft.) in area to be added at the northwest corner of the facility. Refer to **Attachment 2** for drawings of the proposed indoor and outdoor lounge. The following table summarizes the floor areas associated with the lounge proposal:

Lulu Island Winery – Summary of Floor Area for Proposed Lounge

Existing Total Area of Farm-Based Winery	2,067 sq.m (22,254 sq.ft.)
Indoor Lounge Area	115 sq.m (1,242 sq.ft.)
Supporting kitchen, storage, staff washrooms, corridors, hostess and drink preparation areas (not counted towards 125 sq.m maximum area permitted for indoor lounge)	215 sq.m (2,300 sq.ft.)
Total Indoor Area of Indoor Lounge and Supporting Uses (Does not include outdoor lounge)	330 sq.m (3,542 sq.ft.)
Total Outdoor Patio Area (not counted towards building area)	110 sq.m (1,180 sq.ft.)

No building area is proposed to be added to the Lulu Island Winery facility as the areas allocated for the future lounge is contained within an existing 330 sq.m (3,542 sq.ft.) space in the northwest corner of the facility. Outdoor works associated with the lounge will consist of a 110 sq.m (1,180 sq.ft.) patio that is surrounded by perimeter landscaping and decorative stone pillar fence with mounted trellis.

The proponent has indicated that the lounge will operate as an accessory use to the farm-based winery by offering food and beverage service for patrons and large tour groups.

Agricultural Land Commission – Non-Farm Use Application

In developing their plans for a lounge within the Lulu Island Winery facility, the applicant contacted ALC staff for comments on the proposal and direction on required land use approvals. Based on ALC staff review of the lounge proposal, they informed the applicant and City staff that a “non-farm use” application is required for the lounge proposal.

The non-farm use application process involves submission and review of the proposal by City staff and appropriate stakeholders and consideration by Richmond City Council first. If the application is granted by a Council resolution, the non-farm use application is forwarded to the Agricultural Land Commission for a decision on the proposal. Should Richmond City Council not grant approval of the non-farm use proposal, the application does not proceed any further.

Surrounding Development

To the North: Westminster Highway and an Agriculture (AG1) zoned lot. To the northeast on the other side of Westminster Highway are single-family residential dwellings zoned (RS1/F).

To the East: An Agriculture (AG1) zoned lot that is actively farmed with no single-family dwelling.

To the South: An Agriculture (AG1) zoned lot that is actively farmed (vineyard) with no single-family dwelling.

To the West: An Agriculture (AG1) zoned lot that contains a single-family dwelling and dog kennel operation.

Related Policies & Studies

Official Community Plan and Richmond Agricultural Viability Strategy

The subject site is contained in the ALR and designated for Agriculture in the Official Community Plan (OCP) land use maps. If Council and the ALC grant approval of the non-farm use application, no amendment to the OCP is required for this proposal (**Attachment 3 – Land Use Designation Table**).

The Richmond Agricultural Viability Strategy (RAVS) contains policies relating to agricultural diversification, adding value to products and encouraging agri-tourism activities. Based on information provided by the winery owner, the existing Lulu Island farm-based winery produces

fruit for wine processing on the agricultural lots owned by the operator. In addition to on-site grown fruit, the owner imports fruit product from other farms in BC. Importing of fruit from other BC farms is permitted under ALR provincial regulations. The use of BC produce, value-added processing and supporting agri-tourism activities related to the winery comply with policies contained in the RAVS to encourage viability in agriculture.

Council Referral on Farm Based Wineries – Review of Regulations

There is an existing Council referral that relates to reviewing farm-based winery regulations, sizes and accessory uses. A separate staff report that responds to this referral is being forwarded for Council consideration concurrent to this non-farm use application for the accessory lounge at Lulu Island Winery (16880 Westminster Highway). The proposed new regulations on farm-based wineries and related accessory uses does not impact Lulu Island Winery's proposed indoor and outdoor lounge area as no additional building area is required and the areas for the lounge comply with existing and proposed new winery regulations.

City Zoning Provisions

The subject site is zoned Agriculture (AG1). A farm-based winery is permitted as a secondary use in the zone. The City use definition associated with farm-based winery is identical to the Provincial ALR regulations related to this land use. A farm-based winery, means a British Columbia licensed winery or cidery, and an ancillary use, if the:

1. Wine or cider produced and offered for sale is made from farm product and:
 - At least 50% of that farm product is grown on the farm on which the winery or cidery is located, or
 - The farm that grows the farm products used to produce wine or cider is more than 5 acres (2.0 ha) in area; and
 - At least 50% of the total farm product for processing is provided under a minimum 3 year contract for a farm in British Columbia, unless otherwise authorized by the Provincial Agricultural Land Commission; and
2. Ancillary use involves the following activities:
 - Processing, storage and retail sales;
 - Tours; and
 - A food and beverage service lounge, if the area does not exceed 125.0 sq.m (1,345 sq.ft.) indoors and 125.0 sq.m (1,345 sq.ft.) outdoors.

The 125 sq.m (1,345 sq.ft) maximum area for the lounge applies to the lounge area only and does not apply to areas allocated for supporting uses (i.e., kitchen, storage, food preparation areas). This is consistent with the ALR regulations regarding accessory winery food and beverage service lounges.

The existing Lulu Island Winery facility operations that include product processing, storage, retail sales and tasting rooms comply with farm-based winery zoning provisions. The facility also complies with farm product quotas and ratios as outlined in the regulations by growing some product on-site and importing fruit from other BC farms. Based on the areas allocated to the proposed indoor (115 sq.m or 1,242 sq.ft.) and outdoor lounge (110 sq.m or 1,180 sq.ft.), the lounge areas comply with maximum areas regulations contained in City zoning. Sufficient additional off-street parking also has been added to the existing paved areas of the development. Therefore, no rezoning application is required in conjunction with this proposal.

Agricultural Land Reserve Regulations

ALR land use regulations are identical to City zoning provisions for farm-based wineries. Generally, ALR regulations permit farm-based wineries based on varying levels of on-site farm production or options to utilize a minimum quota of BC farm product. Accessory uses are also permitted in conjunction with a winery (i.e., retail areas, tours, food and beverage service lounge). As it relates to the food and beverage service lounge, ALR regulations also stipulate a maximum 125 sq.m (1,345 sq.ft.) floor area permitted for each of the indoor and outdoor components of the lounge seating area. This maximum area does not apply to supporting uses to a lounge such as kitchens, preparation and storage areas and corridors.

Although the indoor and outdoor lounge areas are within the maximum areas identified in the ALR regulations, ALC staff have reviewed the proposal and advised that a non-farm use application is required for the proposed lounge. Some initial concerns noted by ALC staff were the overall size of supporting kitchen, storage and drink service uses when compared to the size of the lounge and location of publicly accessible washrooms.

Liquor Control and Licensing Branch – Regulations and Process

Existing Liquor License for Lulu Island Winery

Lulu Island Winery has an existing Manufacturer's License issued by the Liquor Control and Licensing Branch (LCLB). LCLB also issues various "endorsements" under this Manufacturer's License. To facilitate winery tours and tasting, Lulu Island Winery has a "Winery Tour" endorsement applicable to the winery building.

Future Liquor License Required for the Lounge

In order to obtain a Liquor License for the proposed lounge, the proponent will be required to submit an application to the LCLB to obtain a "Winery Lounge" endorsement. As part of LCLB's processing of "Winery Lounge" endorsement proposals, applications are forwarded to the Local Government. Through this process, the Richmond City Council has the opportunity to review the proposal to examine relevant issues (hours of operation, consultation with residents, noise and adjacency concerns, general operations) and make a decision on "Winery Lounge" endorsement License proposals, which is forwarded to LCLB for consideration in the application (similar to Local Government review of liquor primary applications).

To summarize, if Lulu Island Winery receives appropriate approval from the City and ALC to permit the lounge as a use, the "Winery Lounge" endorsement Liquor License is required to be forwarded to Richmond and is subject to Council review and approval. To date, no application for a "Winery Lounge" endorsement to the existing Manufacturer's License has been made by Lulu Island Winery. If approval of the non-farm use application for the lounge is granted by the City and ALC, a "Winery Lounge" endorsement application will likely be made to the LCLB and forwarded to the City.

Consultation – Agricultural Advisory Committee

The City's Agricultural Advisory Committee (AAC) reviewed the non-farm use application on December 8, 2011. Refer to **Attachment 4** for an excerpt of AAC meeting minutes. Committee members could not reach a consensus to approve a specific recommendation or provide direction

to staff and Council through their review of the application. Generally, one group of AAC members had no objections to the lounge proposal on the basis it complied with City zoning regulations and no new building area was being added and that the project should move forward to Council on this basis. The remaining AAC members did not support forwarding the lounge proposal to Council or the ALC for consideration as concerns were noted about the potential operations of the lounge as a banquet hall, implications to the OCP and undesirable precedent this proposal could set for agricultural land.

Committee members could not reach consensus on the proposed lounge; therefore, the non-farm use application is being forwarded without a recommendation from the AAC.

Staff Comments

Building Approvals

Pending the outcome of the non-farm use application, a building permit application is required to undertake all interior tenant improvement works and exterior construction associated with the outdoor patio. Through the building permit review process, staff will check plans to ensure compliance with existing regulations and conditions placed on the lounge by Council or the ALC through any granted approvals.

Business Licensing

Lulu Island Winery has an existing business license issued to operate as a farm-based winery. If land use approval is granted for the lounge, an additional secondary use business license application is required for the lounge operation, which is linked to the existing farm-based winery license.

Examination of Key Questions and Issues

This section identifies and provides responses to key questions and issues applicable to the establishment of a supporting food and beverage service lounge to the existing Lulu Island Farm-Based Winery.

How will the accessory food and beverage service lounge operate in relation to the farm-based winery? The lounge is required to function as an accessory supporting use to the farm-based winery. The business and operations plan of Lulu Island Winery indicate that the lounge will provide food and drink service to general patrons and larger tour groups visiting the facility, which will help promote the products produced by the winery.

Will the lounge be permitted to be used as a banquet hall facility? No. A banquet hall is not a permitted use in the AG1 zoning for the site and no portion of the Lulu Island Winery facility (including the proposed lounge) can be utilized as a banquet hall.

In response to concerns about the possibility of use of the lounge and facility as a banquet hall, staff recommend that an appropriate legal agreement (restrictive covenant) be registered on title of the existing winery site that restricts use of the lounge and farm-based winery facility as a banquet hall or any event hosting venue that is not directly linked to the operations, functions and promotion of the existing winery. It is recommended that this legal agreement be secured through the ALC's review of the non-

farm use application, as the Commission may also want to place additional restrictions on the lounge as part of their consideration of the proposal. This is explicitly identified in the staff recommendation to Council for the non-farm use application so that ALC staff is aware of the City's request if the proposal advances to them.

The City's Zoning Bylaw defines "Banquet hall" as follows:

"Means a premise or portion of premises whose principal purpose is for banquets and conventions, commercial entertainment, dances, meetings and seminars, parties, trade shows, weddings and the like"

Events that fall under the category of weddings, conventions and the like are not defined further in the Zoning Bylaw. A banquet hall is therefore a building or part of a building, whose principal purposes and design is to accommodate these types of events. Therefore, the Lulu Island Winery facility does not fall into this classification and would not be permitted to operate as a banquet hall (as the zoning does not permit banquet hall as a use).

There is the potential for the proposed lounge to be privately rented to cater to events (i.e., weddings). However, City and ALC regulations require that the lounge be operated in a supporting capacity to the farm-based winery and any functions be directly linked to the promotion of products generated from the facility. Use of the lounge for wedding events and receptions is permitted, if the above criteria are adhered to and the wedding function area is strictly limited to the lounge (indoor and outdoor). Should Council or the ALC specifically want to prohibit wedding or other private event functions, the restriction would be included in the above referenced legal agreement and forwarded to the ALC for consideration.

Renting out restaurants in Richmond for private event functions (i.e., weddings and conventions) is a common practise so long as the event is limited to the seating area of the restaurant.

Other special events related to the farm-based winery (i.e., vintner gathering, harvest celebration) would also be permitted. LCLB require "Special Event" license endorsements for such events to occur where liquor service is involved. Similar to the "Winery Lounge" endorsement, these applications are forwarded to the Local Government for review and approval by the LCLB.

What limitations on liquor service will be placed on the winery lounge LCLB license? Typically, a "Winery Lounge" license endorsement only permits BC wines to be sold and consumed by the glass or bottle in the proposed lounge area. More information on liquor service will be available if the non-farm use land use application is approved by Richmond and the ALC and a subsequent "Winery Lounge" license endorsement is forwarded by LCLB to the City for review.

Are "third party" food service providers permitted under the proposed winery lounge land use? No. A food service provider that is not directly linked to the existing winery facility cannot operate or lease the lounge to operate a restaurant.

If the farm-based winery ceases operations or closes, will the lounge be permitted to continue to operate? No. If the farm-based winery is not in operation or closes, all accessory uses in support of the winery facility (i.e., lounge, retail, tasting rooms) would not be permitted to operate on a stand-alone basis.

What are the anticipated impacts to neighbours from the lounge proposal? For the proposed indoor lounge component of the project, minimal impacts to surrounding AG1 lots containing single-family dwellings are anticipated. The site has sufficient off-street parking to service the proposed lounge and winery. For special events that generate more anticipated parking demand and due to limited capacity for on-street parking in the surrounding area, it will be the sole responsibility of the winery operator to provide sufficient parking on-site and implement any alternative parking arrangements (i.e., satellite parking areas service by shuttle buses). These obligations fall directly with the winery operator.

The outdoor patio proposed at the northwest corner of the facility is directly adjacent to a single-family dwelling located on the neighbouring lot to the east. The patio extends 9 m (30 ft.) west of the existing west wall of the winery building. The setback of the patio is 5.4 m (18 ft.) from the west property line, which serves as the shared side property line between the subject site and neighbouring AG1 lot that contains a residential dwelling in close proximity to the outdoor patio.

To address adjacencies with appropriate neighbours, City staff have advised the proponent to immediately undertake consultation with the property owner to the west (16640 Westminster Highway) and other impacted neighbours in the surrounding area of the lounge proposal. Applicable updates on consultation results and feedback from neighbours will be provided to Council (as early as Planning Committee) by staff prior to any Council decision on whether to forward the non-farm use application to the ALC for consideration.

Analysis

A food and beverage service lounge is established by ALR regulations and City zoning as a permitted accessory use in support of a farm-based winery facility. The lounge associated with Lulu Island Winery, as proposed by the proponents, provides a supporting function to the overall facility operations by providing food and beverage service for patrons and tour groups. The proposed indoor and outdoor lounge areas comply with existing maximum area limitations established by the ALR regulations, which are identical to City zoning.

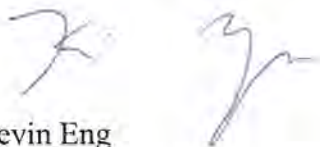
In response to concerns about use of the facility as a banquet hall, staff recommend a legal agreement be secured to specifically restrict use of Lulu Island Winery as a banquet hall or event hosting venue that is not linked to the farm-based winery operations. This recommendation to secure a legal agreement is being forwarded to the ALC for consideration in their review of the non-farm use application as they may include additional restrictions and limitations on the lounge proposal and approval of the lounge is ultimately with the ALC. Based on the staff recommendation to Council, the legal agreement to prohibit use of the lounge or winery facility as a banquet hall or general event hosting venue is left with the ALC to either require or not require as part of their decision on the application if it proceeds to them.

Additional information is required on consultation undertaken by the proponent. Staff recommend that consultation with neighbouring properties impacted by the proposal be undertaken and the proponent report the outcome back to City staff prior to advancing the non-farm use application to the ALC.

Conclusion

The non-farm use application at Lulu Island Winery (16880 Westminster Highway) involves development of an indoor and outdoor food and beverage service lounge as an accessory use to the farm-based winery facility. Exterior work is limited to a 110 sq.m outdoor patio at the northwest corner of the building. All remaining construction is limited to internal tenant improvements to the existing building.

The proposal complies with regulations applicable to the accessory lounge use and a legal agreement is recommended to prohibit use as a banquet hall or standalone event hosting venue. On this basis, staff recommend that the proponent (Lulu Island Winery) be authorized to apply to the ALC for the proposed non-farm use (food and beverage service lounge).



Kevin Eng
Planner 1

KE:cas

Attachment 1: Location Map

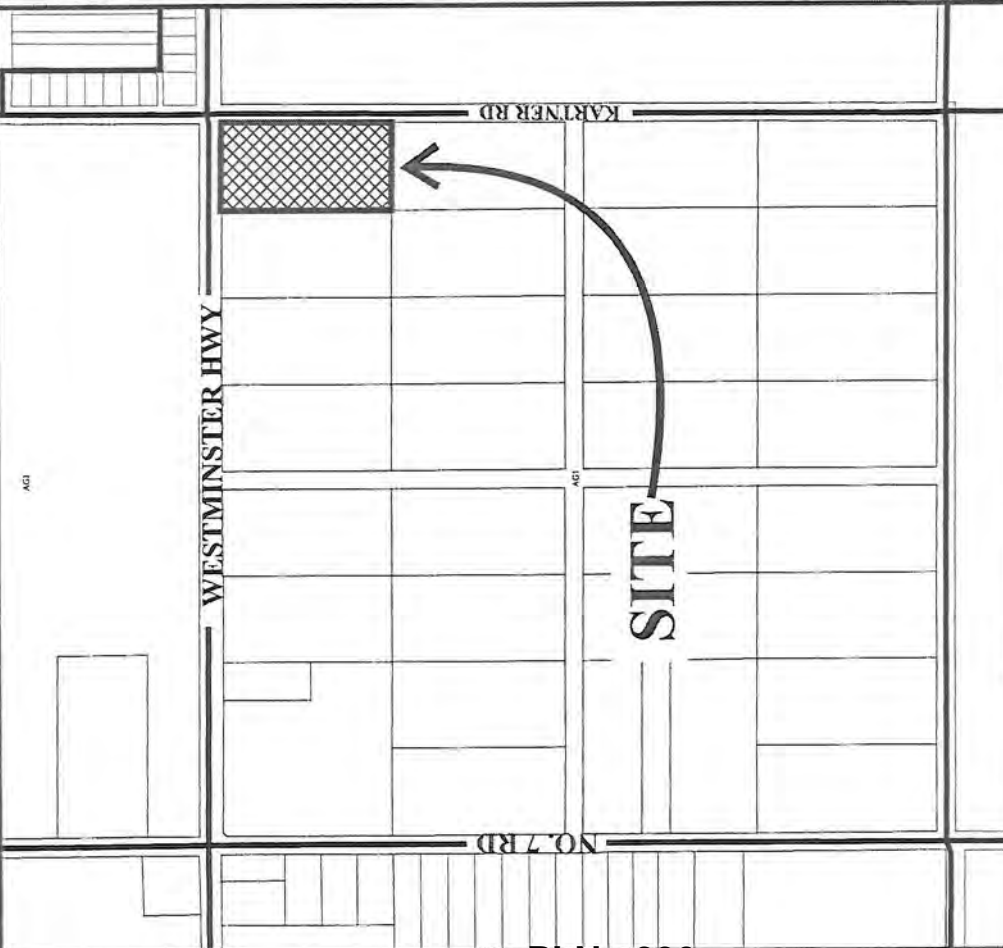
Attachment 2: Proposed Food & Beverage Service Lounge Drawings

Attachment 3: Land Use Designation Summary Table

Attachment 4: December 8, 2011 Excerpt of AAC Meeting Minutes



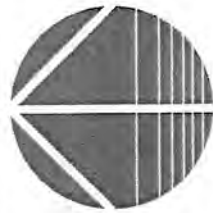
City of Richmond

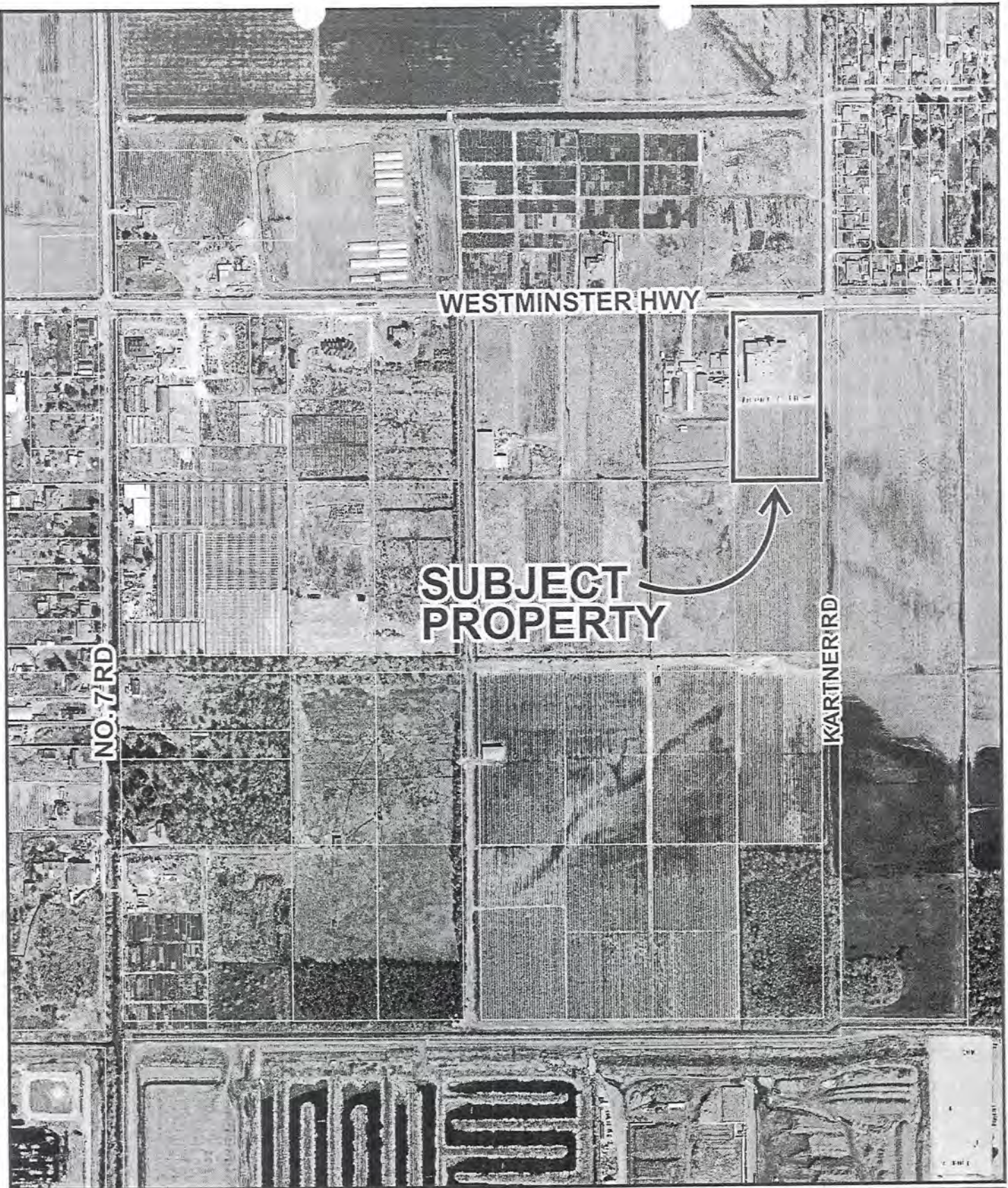


PLN - 330

Original Date: 05/19/11
Revision Date:
Note: Dimensions are in METRES

AG 11-579881





WESTMINSTER HWY

SUBJECT
PROPERTY

NO. 7 RD

KARTNER RD



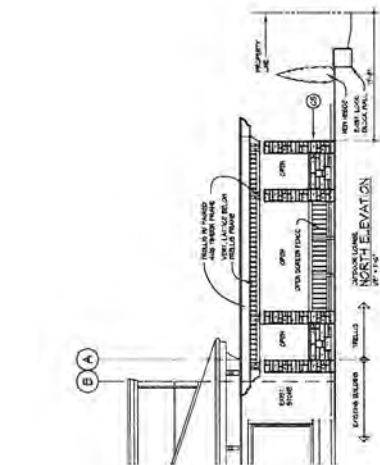
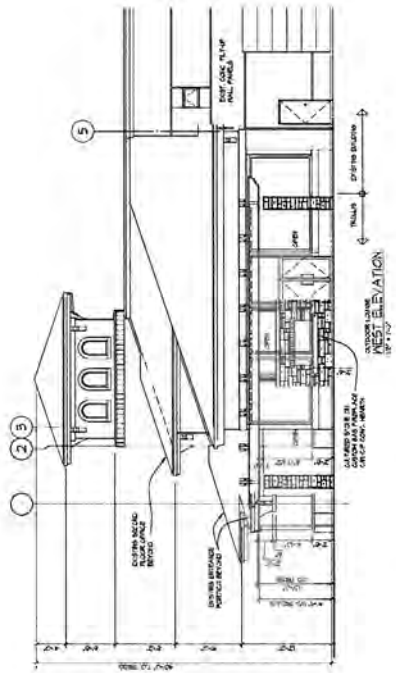
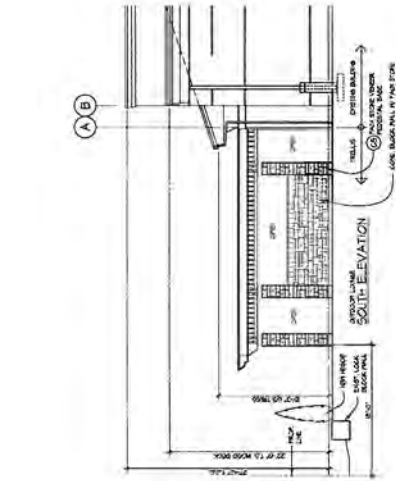
AG 11-579881

PLN - 331

Original Date: 05/20/11

Revision Date:

Note: Dimensions are in METRES



GENERAL NOTES - ENVELOPE

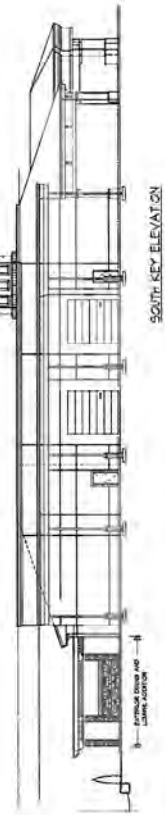
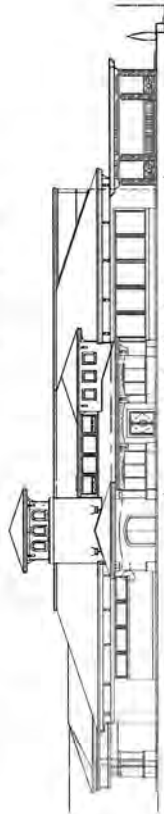
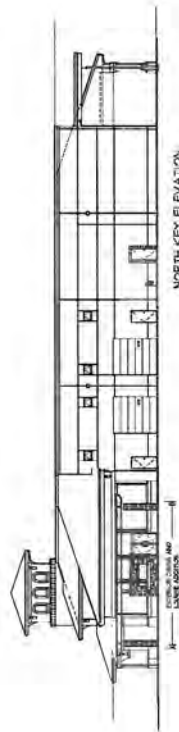
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City of Richmond

6911 No. 3 Road
Richmond, BC V6Y 2C1
www.richmond.ca
604-276-4000

Land Use Designation Summary

RZ 11-579881

Attachment 3

Address: 16880 Westminster Highway

Applicant: Sanford Designs Ltd. (Lulu Island Winery)

	Existing	Proposed
Owner:	Blossom Winery Ltd.	Blossom Winery Ltd.
Site Size (m²):	18,344 sq.m (4.5 acres)	No change
Land Uses:	Existing farm-based winery composed of winery processing and storage areas, retail and tasting rooms.	Proposal for a food and beverage service lounge within the existing farm-based winery facility (with the exception of a proposed new outdoor patio).
OCP Designation:	Agriculture	No change
Agricultural Land Reserve:	Subject site is contained in ALR	Property is to remain in ALR. Non-farm use application to permit lounge
Zoning:	Agriculture (AG1)	No change

Excerpt of Agricultural Advisory Committee Meeting Minutes
December 8, 2011

**Development Proposal – Lulu Island Winery (Non-Farm Use Application – 16880
Westminster Highway)**

Staff provided background on the development of the Lulu Island Winery and provided summary information on the accessory food and beverage service lounge (indoor lounge, outdoor patio, supporting kitchen and storage space), which is the subject of the non-farm use application (Information submitted on the proposal is contained in the AAC Agenda Package). Extent of external building modifications would be the addition of a perimeter decorative wall and wooden trellis for the outdoor patio. Proposed remaining works would be to the interior only of the existing building to implement indoor lounge and supporting areas (kitchen/preparation areas, storage, hostess and bar areas).

AAC members raised had the following comments and questions:

- A question was asked if the proposed lounge at the Lulu Island Winery facility complied with City zoning and ALC regulations and if the proposal did comply – why was a non-farm use application required. City staff noted that extensive consultation with the ALC was conducted by the applicant and City staff prior to the ALC has clarified that the proposed lounge requires a non-farm use application. An AAC member suggested that if the proposal complied with City regulations, it should be permitted and forwarded to the ALC so that any issues could be resolved between the proponent and Commission.
- Members requested how the lounge proposal related to City zoning and the Official Community Plan (OCP). City staff noted the proposal complied with the farm-based winery provisions for accessory food and beverage service lounges contained in the zoning bylaw. There is no specific reference in the OCP section on agriculture that specifically references a policy on farm-based wineries or accessory food and beverage service lounges in the ALR. Concerns were identified about the precedent an accessory food and beverage service lounge associated with a farm-based winery would have on agricultural areas and if this would result in more development proposals for stand alone restaurants in the ALR.
- Members asked the Lulu Island Winery proponents where they received their farm product used to process into wine. Alison Lu (Lulu Island Winery) responded that some fruit was produced on-site (grapes) and that remaining fruit was imported from the Okanagan. She also noted that local blueberries in Richmond were sourced for berry wine production.
- Members commented on the significance of the Lulu Island Winery facility as it was of a scale not seen in Richmond before. Additional information was provided on other examples of farm-based wineries operating in the Okanagan and Fraser Valley/Lower Mainland.

- Questions about follow-up business licence and use enforcement that could be implemented to ensure that the winery and accessory lounge is being operated in compliance with regulations. Staff noted that use inspections and any necessary inspections are undertaken by the City's Business License inspectors and Community Bylaws staff.
- Some Committee members noted that Golf Courses located in the ALR are permitted to have restaurants associated with their club houses and that these facilities regularly host weddings and special events. A food and beverage service lounge directly related to a winery operation that supported agriculture was noted as being acceptable given the examples of existing clubhouses that supported golf courses throughout BC.
- There was a concern noted about the size of the kitchen in proportion of the indoor and outdoor areas of the lounge. City staff also noted this was a comment echoed by ALC staff along with the location of washrooms in vicinity of the lounge within the facility.

Based on the discussion, the Chair highlighted that the development proposal was before the AAC for feedback and direction. Therefore, the following motion was forwarded:

That the AAC refer the Lulu Island Winery non-farm use application (food and beverage service lounge) back to staff for further review.

The following comments were made on the motion:

- Staff noted that if the AAC referred the application back to staff, specific direction or comments from the Committee would assist staff in further review of the proposal.
- Committee members highlighted that the main concerns would be the origin of the farm product to be processed into wine and the potential for the lounge and winery facility to be utilized as a stand alone banquet facility or restaurant with no linkages to the winery.
- One committee member did not see the proposal as setting a precedent as it complied with existing City and Provincial regulations and that this proposal represented a means to enhancing agricultural viability at the local and Provincial level.

A vote on the motion was called with 4 members for and 4 members opposed. The motion was defeated on a tie-vote.

Further discussion amongst committee members with questions the proposed operations of the lounge. The Lulu Island Winery proponents noted that the design of the lounge and supporting kitchen areas was intended to serve visitors and tourist groups to the facility and that the size of the kitchen and preparation areas was related to the requirements of servicing larger visitor groups in a quick time period. Based on the defeated motion, Committee members noted that it was unlikely that a consensus for direction on the proposal could be reached. As a result, staff highlighted that the non-farm use application for the proposed lounge at Lulu Island Winery would proceed forward without a recommendation from the AAC.



City of Richmond
Planning and Development Department

Report to Committee

To: Planning Committee

Date: December 22, 2011

From: Brian J. Jackson, MCIP
Director of Development

File: 08-4040-01/2011-Vol 0

Re: **Truck Parking on Properties on River Road East of No. 6 Road**

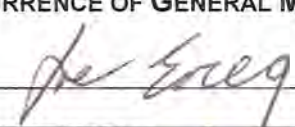
Staff Recommendation

That:

1. The "Interim Truck Parking Action Plan" (Interim Action Plan), as amended by Council in February 2008, be continued until the end of 2012 to allow for consideration of further rezoning applications for commercial vehicle parking and storage within the plan area in the 16000 Block of River Road.
2. A daily traffic count be undertaken over two (2) one-week periods on No. 7 Road (between Bridgeport Road and River Road) and on River Road (East of Nelson Road) in 2012 either by the City or by future applicants' consultants, to the satisfaction of City staff, as part of rezoning applications that facilitate commercial vehicle parking and storage within the Plan Area.
3. Staff report back to Planning Committee with an update on such daily traffic count trends by the end of 2012 to consider the option of amending the Interim Action Plan to allow only commercial outdoor storage and not commercial vehicle parking in the short term, depending upon the City's review of traffic counts in 2012.
4. The existing 1999 OCP "Business and Industry" designation and policies allowing for a range of long-term intensive industrial uses for the 16000 block of River Road as well as the agri-industrial uses set out in the Long-Term Action Plan be considered for inclusion in the proposed, updated OCP.

Brian J. Jackson

Brian J. Jackson, MCIP
Director of Development
BJJ:mm

FOR ORIGINATING DEPARTMENT USE ONLY			
ROUTED TO:		CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Community Bylaws		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Transportation		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
REVIEWED BY TAG	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	REVIEWED BY CAO
			YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

Origin

At the February 22, 2011 meeting of Planning Committee the following recommendation was made and subsequently approved by Council as a referral:

That regarding matters related to River Road, east of No. 6 Road:

- (1) research the types of trucks, truck movements, and truck activity in the 16000 block of River Road;*
- (2) review the interim truck parking strategy before bringing any application, in the River Road, east of No. 6 Road area, to the Planning Committee;*
- (3) examine existing designations in the Official Community Plan in the 16000 block of River Road;*
- (4) examine what other areas of Richmond are appropriate and available for truck parking;*
- (5) investigate keeping non-farm vehicles in the East Richmond agricultural area, except on No. 6 Road and roads designated for truck traffic; and*
- (6) report back to the Planning Committee on activities at Vancouver Port Land, regarding trucks and containers parked in a stacked, or vertical, fashion on the site.*

This referral responds to the Committee's consideration of a rezoning application at 16540 River Road to allow for commercial truck parking and storage. This application was considered in the context of the *Interim Truck Parking Action Plan (Interim Action Plan)* that was adopted by Council in September 2007 as a framework for considering rezoning applications for commercial vehicle parking and storage.

The *Interim Action Plan* applies to eleven (11) properties covering approximately 11.6 ha. (28.6 acres) in the 16000 block of River Road that had been designated as "Business and Industry" in the 1999 Official Community Plan (OCP) (Attachment 1). In February 2008, the *Interim Action Plan* was amended after substantial City-led public consultation around the three (3) sites on which existing or potential commercial vehicle parking and storage was being considered under rezoning applications (Attachment 2). Since 2008, two (2) parcels comprising 2.5 ha. (6.2 acres) of the approximate 11.6 ha. (28.6 acre) area, have been rezoned from the historical agricultural to industrial zoning following the *Interim Action Plan* and 1999 OCP. The remaining area continues to be zoned for Golf Course (GC) or Agriculture (AG1) and is not in the ALR.

Of note, five (5) of the remaining parcels comprising approximately 6.0 ha (15 acres) have been filled and used for various forms of commercial vehicle parking and storage until recently. With recent rezonings, only the above-noted Council-approved two (2) parcels, comprising 2.5 ha. (6.2 acres) can undertake such commercial vehicle parking and storage uses.

Purpose

Council approved the above February 22, 2011 Planning Committee recommendation as a referral for a staff report back to Committee. This report addresses the above six (6) items from this referral and makes recommendations for consideration by Committee.

Findings of Fact

1. Types of Truck Activity in the Vicinity of the 16000 Block of River Road

City Transportation staff have reviewed existing traffic counts from 2006 and 2011 and compared them to new traffic counts undertaken in the summer and fall of 2011. The counts are all for one (1) week periods and include breakdowns by truck and passenger vehicle types and average speeds (Attachment 3). These one-week traffic counts were conducted prior to and after the approval of a commercial truck parking and storage rezoning on River Road between No. 7 and Kartner Road and are compared to ascertain if there are major changes in truck traffic trends.

Average Daily Traffic Volumes Over a Week

No. 7 Road - Between Bridgeport and No. 7 Road (March, 2010 & September, 2011)

	North Bound Passenger	North Bound Truck	South Bound Passenger	South Bound Truck
March 2010	324	15	238	11
September 2011	288	6	202	13

The above average daily traffic counts taken in March 2010 and September 2011 on No. 7 Road show a decrease in northbound movements from 15 to 6 trucks per day and a slight increase on southbound movements from 11 to 13 trucks per day. Total average daily passenger vehicle movements have declined from March 2011 to September 2011.

River Road – East of Nelson Road (April 2006, January & July 2011)

	West Bound Passenger	West Bound Truck	East Bound Passenger	East Bound Truck
April 2006	1114	16	1671	52
January 2011	1191	22	1338	37
July 2011	1183	32	1403	42
Notes: * Counts conducted in the 19000 Block of River Road ** Counts conducted in the 22000 Block of River Road				

The above average daily traffic counts taken in April 2006 and July 2011 on River Road show an increase in westbound movements from 16 to 32 trucks per day and a decrease in eastbound

movements from 52 to 42 trucks per day. Total average daily passenger vehicle movements in both directions have remained steady or declined from April 2006 to July 2011.

The above traffic counts have not shown a strong change in truck movements with the exception of the increase of 16 to 32 trucks per day travelling westbound on River Road east of No. 8 Road. Even though the percentage change appears significant, the absolute number of trucks is not particularly large compared to passenger vehicle counts or truck counts on other major roads.

Thus, further traffic counts at these same locations in the future to establish a trend may be recommended.

2. Review of Interim Truck Parking Action Plan

Based on the guidelines of the *Interim Action Plan*, two (2) rezoning applications to allow commercial vehicle parking and storage in this area have been completed. The two (2) rezoning applications were for 16780 River Road (Quadra Coast Carriers – B. Jawanda) in 2008 and 16540 River Road (Virdi Pacific) in 2011. The Interim Action Plan approved by Planning Committee in February 2008 (Attachment 2) have been followed for these applications. Of note, the rezoning requirements included site screening, dedication of sections of a rear access road, traffic-control measures requiring westbound truck movements from the sites. The 2011 application at 16540 River Road also included further conditions requiring a limitation of 40 commercial trucks transporting Richmond farm produce.

3. Existing OCP Designations in 16000 Block of River Road

The 16000 block of River Road has been designated *Business and Industry* in the existing OCP since 1999. The current OCP includes a figure entitled “Major Industrial Areas and Transportation Links” which also describes the subject area on River Road as *Manufacturing/Distribution and Advanced Technology* (see Attachment 4).

Prior to this time, it was designated in the previous OCP as *Non-Residential and Non-Residential Reserve*. This was the designation that was applied to all existing or potential industrial lands in the area prior to 1999. The properties in the 16,000 block of River Road were excluded from the Agricultural Land Reserve (ALR) in 2000.

The new 2041 OCP Update is proposing to designate the 16000 block of River Road and all of the industrial areas along the North Arm Fraser River as *Industrial*. This is consistent with the *Metro Vancouver Regional Growth Strategy*, which designates this area as *Industrial* as well.

4. Other Areas Appropriate and Available for Truck Parking

Staff have reviewed other potential areas available for truck parking. Appropriate areas have been considered to include lands already zoned to allow for commercial vehicle parking and storage and that are not located on the restrictive 5 tonne load-limited truck routes (See Attachment 5 and table below). The areas that are appropriate for commercial vehicle parking and storage appear significant with 1500 ha. having appropriate zoning. However, the availability of these areas (by reviewing recent air photos and major intensive industrial

development applications) shows there are very few commercial vehicle parking and storage opportunities.

Vacant Industrial Area with Appropriate Zoning and Current Possible Availability	Hectare (ha.)	AREA (acre)
Area 1: North Arm / Knight Street Industrial Areas	25	61
Area 2: South Arm Industrial Areas (Subject to Pending Port Vancouver Leases)	30	75
Area 3: Sea Island (ALR)	12	30
Total	67	166

There is only approximately 67 ha. (166 acres) of potentially available land in Richmond for commercial vehicle parking and storage. Given the number of various owners of this land with potential options for alternative, higher value uses for their serviced industrial land, this area is not as significant as might first appear. Of note, Port Metro Vancouver has confirmed that none of its vacant 30 ha. (75.24 acres) land will be used for individual, small-scale commercial vehicle parking and storage operations. That land is in the process of being marketed for large-scale container transfer and logistics warehouses. Also, available land on Sea Island is designated as ALR. Thus, there are actually about 250 ha. or 60.67 acres of land zoned and potentially available for small-scale and independent truck parking and storage. However, these lands have a range of other potential competing industrial uses allowed under the City's zoning or by Port Metro Vancouver.

It is also important to note that the option of allowing trucks to park along roads within industrial parks impacts on road safety due to restricted sightlines and increased conflicts.

5. Keeping of Non-Farm Vehicles in the East Richmond ALR

Item No. 5 of the Council referral states "investigate keeping non-farm vehicles in the East Richmond agricultural area, except on No. 6 Road and roads designated for truck traffic."

Currently, there are a number of outstanding active bylaw compliance issues concerning commercial trucks located within those East Richmond ALR lands including two that are presently before the Provincial Court.

Staff has received complaints regarding an increasing number of non-farm vehicles stored on the above-noted East Richmond ALR lands and a number are brought to our attention by ALC enforcement staff. Further to prohibitions within the City's Zoning Bylaw, the storage of non-farm commercial vehicles on ALR lands is in contravention of the *ALC Act*.

6. Truck and Container Parking on Port Metro Vancouver Lands

Item No. 6 of the Council referral states "report back to the Planning Committee on activities at Vancouver Port Land, regarding trucks and containers parked in a stacked, or vertical, fashion on the site." Staff have visited this area and spoken to Port Metro Vancouver staff. The large majority of trucks and containers stored in the area are associated with large-scale national and international container transshipment and logistics warehouses on serviced lands. There are now

a number of trailers and trucks stored along on large vacant parcels on the south side of Portside Drive between No. 7 and 8 Roads. This truck storage is an unofficial, interim use which will be removed when these serviced lands are developed shortly for higher-value intensive logistics and warehouse uses according to Port Metro Vancouver.

Analysis

Two (2) broad planning issues arise concerning industrial land uses within the 16000 block of River Road covered by the *Short-Term and Long-Term Action Plans*:

1. What Land Uses Are Appropriate for the Area

Several factors need to be examined to determine what are viable current uses.

Parcel Character

This small section of River Road with eleven (11) parcels totalling of approximately 11.6 ha. (28.6 acres) was excluded from the ALR in 2000 under an application based on information from the ALC. The parcels are designated for industrial uses in the current 1999 OCP and the previous OCP as noted above. Aside from one 3.57 ha. parcel zoned for golf course, the small size of the remaining eight agricultural-zoned parcels under 1.0 ha. (2.5 acres) have not made them viable for commercial agriculture in the past or for intensive industrial development.

Furthermore, of the eleven (11) parcels, only the four (4) most easterly parcels with total area of 2.15 ha. (5.6 acres) remain free of landfill from past activities.

Servicing

The lack of sanitary and storm sewer make the parcels very expensive and impractical for more intensive light industrial development at this time.

Transportation

The current River Road is an existing collector road that does not restrict truck traffic, although with a 9-tonne load limit east of No. 7 Road. Given that River Road remains a collector road and non-load limited truck route west of No. 7 Road that provides for through commercial truck and commuter traffic, it is difficult to determine the effect of developing up to another 8.5 ha. (21 acres) of land for commercial truck parking given the observed traffic trends.

Although an historical road, previous Traffic Impact Studies reviewed by the City have confirmed that River Road is sufficient to accommodate commercial vehicle truck traffic associated with proposed truck parking and light industrial development. Over the long-term, the use and function of River Road will be impacted by the establishment of a new industrial standard road that would run parallel (south) of River Road as required in the *Short-Term Action Plan*. Once operational, this new road would be utilized, as the primary vehicle access to the industrial parcels and individual vehicle accesses onto River Road would be removed.

In reviewing the above-noted truck traffic trends, it has been particularly difficult to determine during the period of cessation of unauthorized truck storage on filled AG1-zoned around mid-2010 when bylaw compliance action was taken. It should be noted that the type of commercial

truck parking and storage also would have an effect on traffic counts. Commercial trucks requiring frequent movements would generate far more traffic than longer-term storage of farming and construction equipment and seasonal storage of boats and recreational vehicles.

In short, to better determine trends in both commercial truck and passenger vehicle traffic, at least two (2) more daily traffic counts could be taken over two (2) one-week periods during the course of 2012 (at similar times to the previous traffic counts noted above) to determine if there is a trend in truck traffic.

Summary

Given the small size of the parcels (under 2.0 ha. or 5.0 acres) of all but the one (1) 3.57 ha. (8.8 acre) filled parcel zoned for golf course, the lack of servicing and the current historical standard of River Road, the options for either agricultural development under the current AG1 zoning and further industrial development under the current OCP *Business and Industry* land-use designation are both limited.

Throughout Richmond, the review of appropriate vacant land uses shows that there is only approximately 25 ha. (62 acres) of vacant, appropriately zoned and available land for truck parking when the Port Metro Vancouver lands and ALR lands on Sea Island are excluded. Given that this small supply of vacant industrial parcels is comprised of larger parcels, most of which have servicing, the highest and best use for these industrial parcels is for a broader variety of more intensive industrial uses. Given the above, commercial vehicle parking and storage, requiring less servicing and lower rents than can be provided in other industrial areas of Richmond, is one of the few short-term viable holding uses for the subject parcels on River Road.

However, the concern regarding increasing traffic on River Road remains valid and thus, applications for such uses should proceed with caution with further study on current and projected traffic.

2. Future Land Uses That May be Possible

Over the long-term, when sanitary and storm servicing is available, there will be more viable light industrial options. At such time, the economics provided by higher land values for more intensive light industrial uses would allow landowners to afford to undertake road improvements adjacent to their properties and possibly contribute to improvements westward along River Road.

More intensive, higher-value light industrial uses and the required servicing will also provide for possible opportunities to consolidate a number of the smaller properties (7 of the 11 properties are under 1.0 ha. (2.5 acres) in size. The *Long-Term Truck Parking Action Plan* (see last page of Attachment 2) elaborates on the above issues and recommends that:

1. Light industrial uses, including agri-industrial uses;
2. That a new rear road to the south of the subject properties be secured via 20 m dedications when each parcel develops;
3. That an existing road dedication to the east of No. 7 be developed that can be connected to No. 7 Road via the new rear road when completed.

The *Long-Term Action Plan* also states the above recommendations be integrated into the forthcoming OCP. Given the limited range of current uses for the subject properties, it is recommended that these long-term recommendations be included in the proposed OCP update.

Options

Given the above, the following options regarding the *Short-Term Action Plan* have been developed for consideration. All options maintain the *Long-Term Action Plan*.

Option 1: Status Quo for Interim Action Plan (Not Recommended)

- Continue considering applications for commercial vehicle parking and storage following the current *Interim Action Plan*.
- Include consistent language within the proposed OCP following the *Long-Term Action Plan* to provide direction for future rezonings for a range of industrial uses, including agri-industrial uses, when servicing and better road infrastructure can be feasibly provided.

Option 2: Rescind the Short-Term Action Plan (Not Recommended)

- Do not proceed with rezoning applications for commercial vehicle parking and storage following the *Interim Action Plan*.
- Include consistent language within the proposed OCP following the *Long-Term Action Plan* to provide direction for future rezonings for a range of industrial uses, including agri-industrial uses, when servicing and better road infrastructure can be feasibly provided.

Option 3: Continue Short-Term Action Plan with Monitoring in 2012 (Recommended)

- Continue considering applications for commercial vehicle parking and storage following the current *Interim Action Plan* until December 31, 2012 while daily traffic counts are completed over two (2) one-week periods over the year.
- Bring back a report to Committee at the end of 2012 with the option to consider only commercial outdoor storage under the *Interim Action Plan* if further traffic counts in 2012 show a significant increase in commercial vehicle traffic on No. 7 Road or River Road.
- Include consistent language within the proposed OCP following the *Long-Term Action Plan* to provide direction for future rezonings for a range of industrial uses, including agri-industrial uses, when servicing and better road infrastructure can be feasibly provided.

Conclusion

The subject area is designated as *Business and Industry* in the current 1999 OCP and was removed from the ALR in 2000. Two (2) of eleven (11) properties comprising 2.5 ha. (6.2 acres) of land within this approximately 11.6 ha. (28.6 acre) block of land have been rezoned for commercial vehicle parking and storage since 2008. Given the relatively small size of most of the parcels, the state of land and previous and current OCP industrial land-use designations, it is recommended that Option No. 3 be pursued applying the current *Interim Term Truck Parking Action Plan* criteria to assessing rezoning applications until the end of 2012.

Option No. 3 also considers possibly limiting consideration of rezoning applications to only commercial outdoor storage uses should truck traffic volumes increase measurably by the end of 2012.

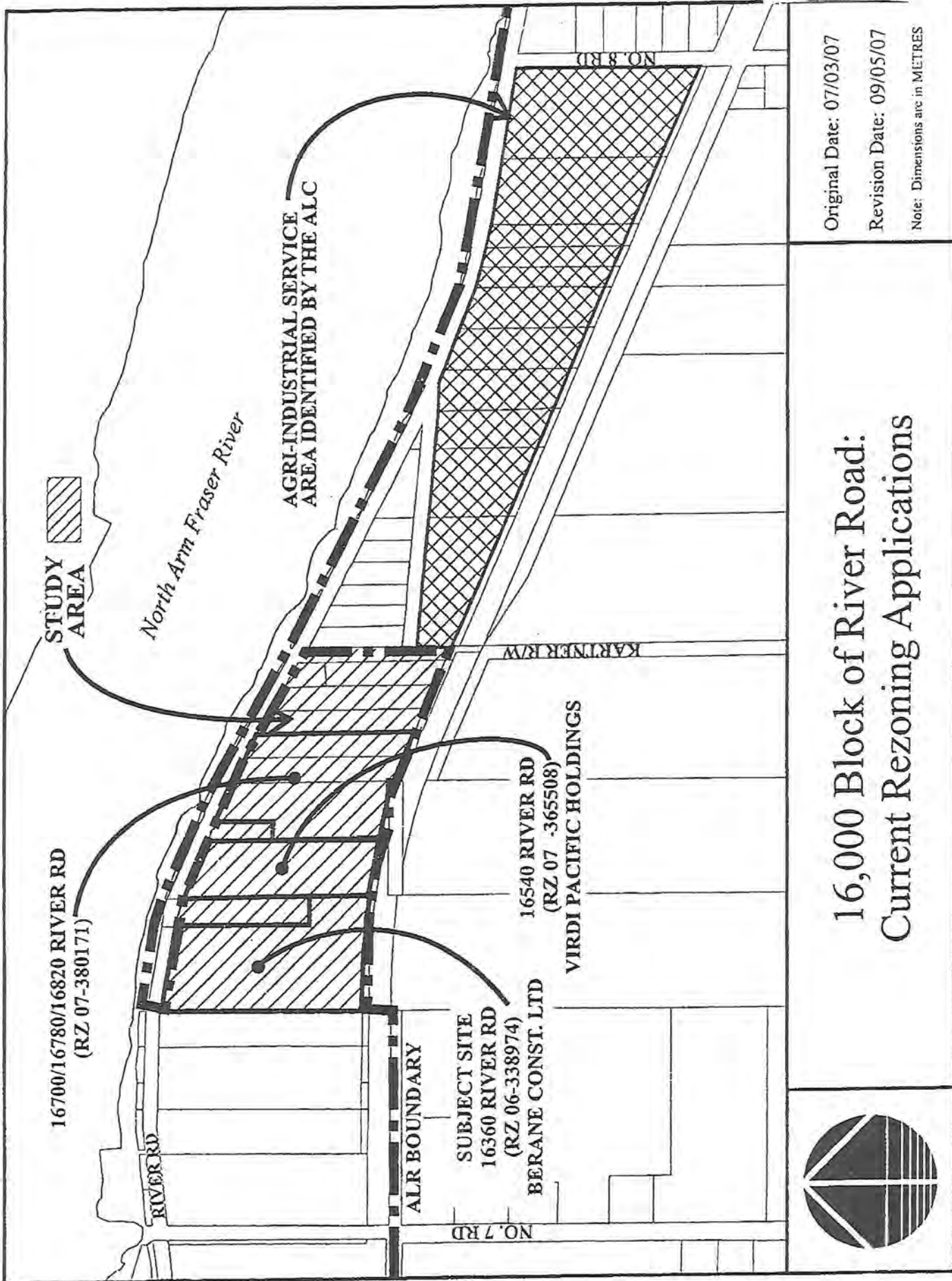
It is also recommended the proposed OCP update should include language following the *Long-Term Action Plan* supporting future more intensive industrial rezoning applications, which could include agri-industrial uses, when servicing has been or can be provided and River Road has been or can be upgraded westward of the subject parcels.



Mark McMullen
Senior Coordinator – Major Projects

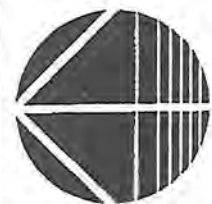
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- Attachment 1: 16000 Block of River Road: Recent Rezoning Applications
- Attachment 2: Interim and Long-Term Truck Parking Action Plan, As Amended February 2008
- Attachment 3: Traffic Count Map for the Vicinity of 16000 Block River Road
- Attachment 4: OCP: Major Industrial Areas and Transportation Links
- Attachment 5: Truck Routes & Areas Zoned For Commercial Vehicle Parking & Storage



Original Date: 07/03/07
 Revision Date: 09/05/07
 Note: Dimensions are in METRES

16,000 Block of River Road: Current Rezoning Applications



The City of Richmond
Interim Action Plan
16,000 Block of River Road
(Revised based on Public Consultation Feedback)

Land Use

- The 16,000 block of River Road:
 - Is currently designated for 'Business and Industry' in the City's Official Community Plan (OCP).
 - Outdoor parking and storage of vehicles and goods would be consistent with the existing OCP land use designation.
 - This land is not within the Agricultural Land Reserve.
 - Agri-Industrial service activities (operations that support or are directly related to a farm) can also be considered as a potential land use under the "Business and Industry" designation.
- The 17,000 block of River Road:
 - No land use changes are proposed as part of the Interim Action Plan as the properties are contained within the Agricultural Land Reserve and designated for "Agriculture" in the existing OCP.

Proposed Approach to Rezoning Applications

- The City is proposing a restrictive Comprehensive Development District zone in this area. This will allow (if permitted) outdoor storage and parking of vehicles and goods under a set of regulations and conditions – Fencing; Screening; Storage Setbacks; Permeable surface treatment.
- The proposed Comprehensive Development District zone will limit the uses and restrict the amount and size of buildings.

Technical Objectives and Issues

Engineering

- The 16,000 block of River Road is currently **not** adequately serviced by City storm and sanitary systems to sufficiently support intensive light industrial activities involving warehousing/manufacturing buildings or agri-industrial service uses.
- Rezoning proposals for outdoor vehicle storage and parking can be considered, as this use would have minimal impacts on City services.

Transportation

- Vehicle access for traffic generated from proposed uses (i.e., commercial vehicle parking and storage) is to be arranged to mitigate the use and related impact of truck traffic on River Road.
- City staff have recommended that the applicants explore a shared vehicle access across the properties under rezoning application to limit truck and vehicle use of River Road.
- Appropriate traffic assessments and upgrades to applicable portions of River Road and No. 7 Road must be undertaken.

Existing Soil/Fill Conditions

- Confirmation from the Ministry of Environment that any fill previously located on the sites does not pose a contamination risk or negative impact to surrounding areas. A report prepared by the appropriate professional is required to be submitted to the Ministry of Environment to confirm this. The rezoning applicants are to undertake this process, keeping City staff informed of progress and approvals.

Rezoning Considerations (To be completed by the rezoning applicants)

- ❑ Submit an acceptable fence and landscape buffer scheme.
- ❑ Registration on title legal agreements securing shared vehicle access by rezoned properties and restricting access to River Road based on the recommendations set out in the traffic assessment and approved by the City (*additional consideration based on public feedback*).
- ❑ Complete a traffic assessment of **River Road** from No. 7 Road to the eastern extent deemed to be impacted by traffic generated by properties along River Road (16,000 Block).
- ❑ Complete a traffic assessment of **No. 7 Road** from Westminster Highway to River Road by traffic generated by properties along River Road (16,000 Block)(*additional consideration based on public feedback*).
- ❑ Any traffic control measures, joint access infrastructure or road upgrades, including any traffic calming features to minimize the truck impacts in the area, identified as part of the traffic assessment of applicable portions of River Road and No.7 Road (reviewed and approved by City staff) will be the responsibility of the rezoning applicants to complete (*additional consideration based on public feedback*).
- ❑ Dedication of a 20 metre wide strip of land along the south property line of each property to facilitate the creation of a new road.

Forthcoming Process

- ❑ Rezoning applicants will be given a deadline of March 31, 2008 to complete the necessary studies and plans and submit the following materials to City staff for review:
 - Traffic assessments for applicable portions of River Road and No. 7 Road (*additional consideration based on public feedback*).
 - Geotechnical reports, which have been forwarded to the Ministry of Environment for review and approval, to confirm that the sites do not pose any contamination risk or negative impact to surrounding areas.
 - A buffer and landscaped screen plan for the properties under rezoning application.
- ❑ Should Council approve the staff recommendation, this decision will be integrated into the forthcoming City wide review of the OCP.

**The City of Richmond
Long-Term Action Plan
16,000 Block of River Road**

(Revised based on Public Consultation Feedback)

Land Use Examination

- ☐ Monitor outdoor vehicle and goods parking/storage to ensure compliance to regulations and Interim Action Plan provisions.
- ☐ Future rezoning applications will be required, should property owners wish to undertake more intensive light industrial activities or agri-industrial service activities.
- ☐ Intensive light industrial uses or agri-industrial service activities is consistent with the existing City's Official Community Plan (OCP) 'Business & Industry' land use designation.
- ☐ Review agri-industrial service operations to determine if specialized zoning provisions are required.

Technical Objectives and Issues

Traffic and Transportation

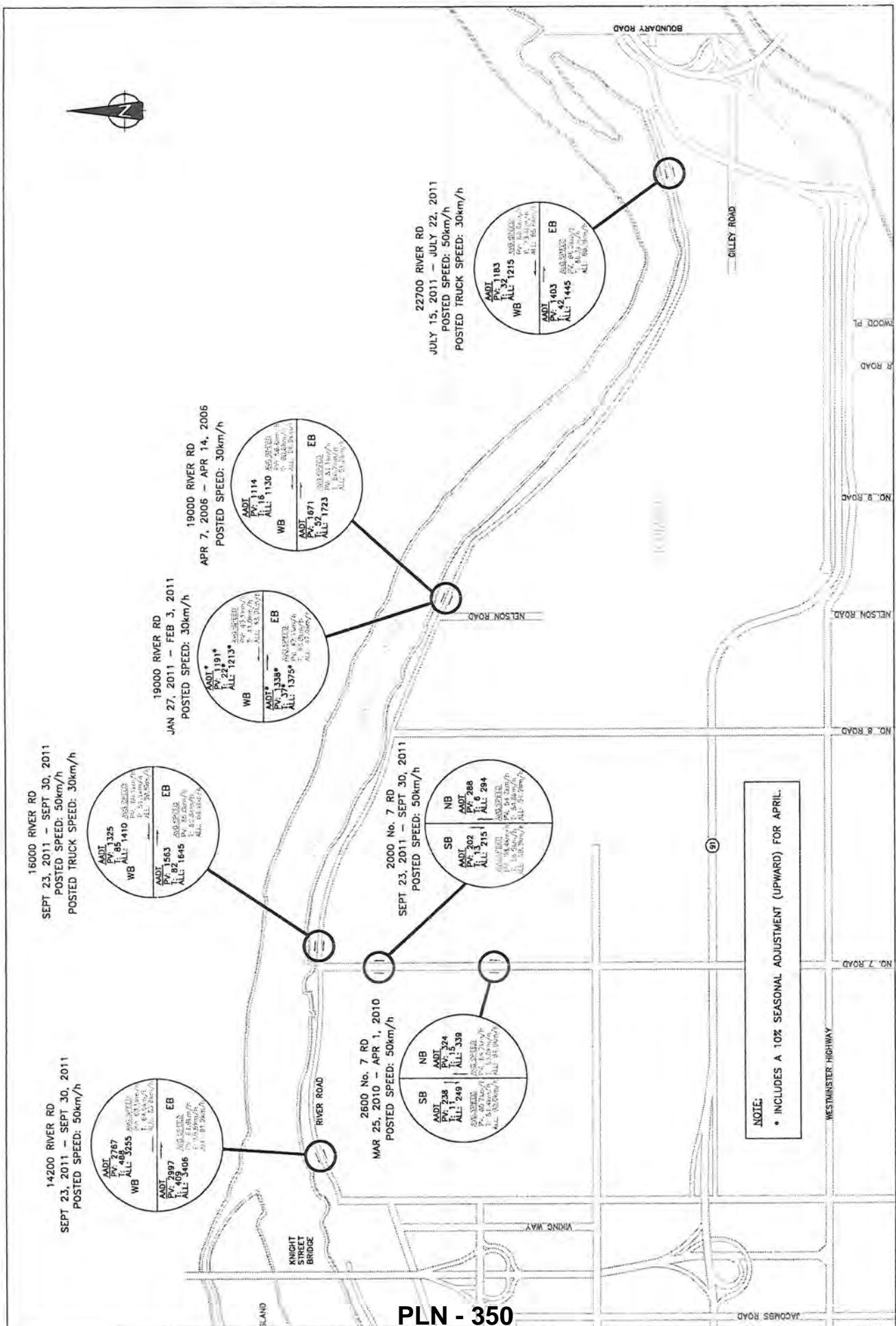
- ☐ Establishment of a new road access east of No. 7 Road to serve as the future vehicle access to potential light industrial activities.
- ☐ The proposed alignment for a new road east of No. 7 Road is along the south property line of the River Road properties (a 20 metre wide future road dedication will be secured through current rezoning applications).
- ☐ Design and construction of a new road east of No. 7 Road would be undertaken when the road can be made functional.

City Servicing

- ☐ Intensive light-industrial uses and agri-industrial service activities will require the appropriate servicing infrastructure (sanitary, storm and water systems), which entails significant works to be undertaken.
- ☐ Resolution of City servicing constraints will be required through future rezoning applications in this area to more intensive light industrial uses.

Forthcoming Process

- ☐ Should Council approve the staff recommendation, this decision will be integrated into the forthcoming City wide review of the OCP.





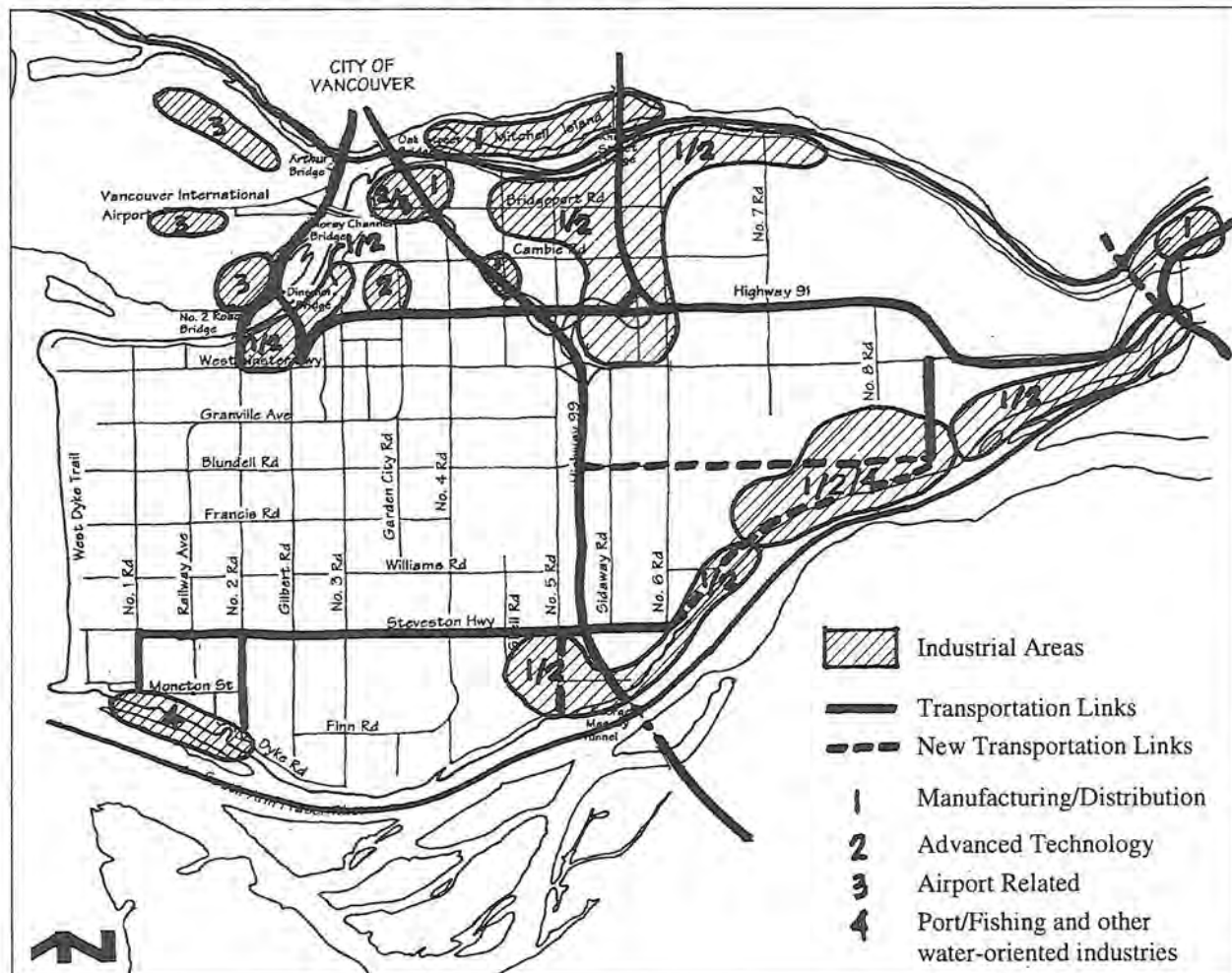
This may be achieved by:

- Retaining for industry land which is presently zoned and designated for such use with the implicit agreement of Council;
- Retaining appropriate waterfront sites for fishing, log storage and processing, and port activities;
- Reserving other areas which are appropriate for future industrial activity, either by designating them for industry in the OCP or by zoning them for such use;

Bylaw 7104
1999/05/17

- b) Permit Temporary Industrial Use Permits in those areas designated as "Business and Industry", "Limited Mixed Use", "Mixed Use" and "Airport" where deemed appropriate by Council and subject to conditions suitable to the proposed use and surrounding area;

Major Industrial Areas and Transportation Links



Properties Zoned For Commercial Vehicle Parking and Storage

Richmond





City of Richmond

Report to Committee

To: Planning Committee

Date: January 4, 2012

From: Joe Erceg, MCIP
General Manager, Planning & Development

File:

Re: Hamilton Area Plan – Committee Update #1 – Clarified Terms of Reference, Work Plan and Timeline

Staff Recommendation

That the staff report dated January 4, 2012 from the General Manager, Planning and Development, entitled: "Hamilton Area Plan – Committee Update #1 – Clarified Terms of Reference, Work Plan and Timeline" be approved to guide the Hamilton Area Plan Update process.

Joe Erceg, MCIP
General Manager, Planning & Development

Att. 3

FOR ORIGINATING DEPARTMENT USE ONLY			
ROUTED TO: Development Applications Parks and Recreation Environmental Sustainability	CONCURRENCE Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY TAG 	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	REVIEWED BY CAO 	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

Staff Report

Origin

At the December 7th, 2011 Planning Committee meeting, the Committee reviewed a staff report on options for undertaking a City-led, developer-funded planning process to update the Hamilton Area Plan aimed at densifying the Hamilton Neighbourhood Shopping Centre and Sub-Areas 2 and 3 and which includes the Bridgeview Shopping Centre. The Committee made the following recommendation which was approved by Council its December 19th, 2011 regular meeting:

That:

- (1) as outlined in the staff report dated November 29, 2011 from the General Manager, Planning and Development, entitled: "Hamilton Area Plan Update Options", Option 1 be endorsed; and*
- (2) staff report back to Council at regular intervals regarding the progress of the work plan for the Hamilton Area.*

This report presents an update on minor clarifications to the City's Terms of Reference (Attachment 1) for the Hamilton Area Plan Update (plan update) and a summary of the clarified Work Plan (Attachment 2) and Timeline (Attachment 3) to undertake the process under the City's direction.

Finding Of Fact

As approved by Council, under City leadership, Oris Consulting Ltd., with its consultants, will be undertaking technical studies, public consultation and drafting the plan update. In addition to ongoing consultation with staff, Planning Committee and Council will receive frequent updates on the plan update process. This brief report outlines the two major components guiding the plan update:

1. City of Richmond Terms of Reference for Hamilton Area Plan Update
2. Work Plan and Timeline for the Hamilton Area Plan Update

Analysis

City's Terms of Reference

The draft Terms of Reference (TOR) for the plan update presented at December 7th, 2011 Planning Committee meeting has been again reviewed by City staff from the Environmental Sustainability, Transportation, Parks, Engineering Planning and Social Development Divisions to ensure that the range of community and City interests are addressed completely. Oris Consulting Ltd. has also reviewed the draft TOR.

The highlights of the TOR include:

- Updating land-use planning policies.

- Considering alternative transportation modes and traffic safety.
- Undertaking a range of studies including demographics, soils, design, economic viability, land uses types, and environmentally sensitive and riparian management areas.
- Providing opportunities for public consultation by undertaking community open houses and surveys.

The main refinements to the TOR (Attachment 1) include language on:

- Ensuring design guidelines are included that recognize the heritage and character of Hamilton while allowing for community input on a contemporary community character.
- Reviewing the role of the Hamilton Highway Park with the community.
- Ensuring all aquatic and terrestrial habitat is identified and described.
- Considering improved connections to the regional and New Westminster trail systems.

Clarified Work Plan and Timeline

The clarified Work Plan and Timeline (Attachments 2 and 3) have been prepared based on the above City TOR and consultation with City staff. Key highlights of this five-phase Work Plan include:

Phase 1: Prepare Baseline Information

In consultation with City staff, a Baseline Analysis will be undertaken including review of:

- Existing policy documents including the current and proposed OCP.
- Undertaking consultation with City and other agency staff.
- Undertaking consultations with the City of New Westminster staff, New Westminster School Board staff and Queensborough residents.
- Preparing a Background Information Report.
- Undertaking a Community Survey.
- Undertaking a soils review to determine implications of the different planning options.
- Undertaking an environmentally sensitive areas review.

Specific consultation activities include:

- Launching of an Electronic Media Tool on the City's website.
- Holding the Community Consultation Meetings at convenient times (e.g. weeknights and weekends).
- Undertaking a Community Survey coordinated with these meetings.
- Providing an Update Report to City Council in April, 2012 (dates are approximate).

Phase 2: Analyse Phase 1 Findings to Prepare Policy Options

In consultation with City staff, the Phase 1 information will be analysed to develop options on the following inter-related planning elements:

- Land use
- Density
- Architectural and landscape design

- Parks, trails, community services and facilities
- Transportation

Specific consultation activities include:

- On-going use of the Electronic Media Tool on the City's website.
- Holding Community Consultation Meetings.
- Undertaking a 2nd Community Survey coordinated with these meetings.
- Providing an Update Report to City Council in July, 2012.

Phase 3: Detailed Studies on Planning Options

- Detailed study on the Planning Options will also include the following undertaken by Oris' consultants, while addressing the requirements of City staff:
- Economic feasibility study analysing the viability of the different planning options.
- Completing a financial review and proposed mechanisms for the developers to fund infrastructure, parks and community services through DCCs and other means.

An Update Report will be also provided to City Council in November, 2012. Community Consultation Meetings are not planned for this phase as it is technical in nature unless Council or staff sees there is a need for more consultation at this time based on previous public feedback.

Phase 4: Prepare Draft Hamilton Plan Update

Oris' planning consultant, in consultation with City staff, will prepare a draft Plan based on the preferred planning option derived from the above public consultation, technical analysis and Council direction.

An Update Report will be provided to City Council in January, 2013 which will seek Council direction on proceeding with the proposed draft Plan as presented or as modified as required by Council.

Phase 5: Finalize the Hamilton Plan Update and Public Consultation

The Plan will be finalized based on direction from staff and Council as discussed above. Final Public Consultation Meeting(s) will be held, including:

- On-going use of the Electronic Media Tool on the City's website.
- Holding the final Community Consultation Meetings on a weekday night and weekend day.

It is proposed that Planning Committee and Council will be presented with a completed final draft Plan for consideration in March 2013 (estimated). This completion date may be extended if Council requires further consultation. The Plan would proceed to a public hearing as directed by Council.

Financial Impact

The Plan update process can be undertaken within the current City budget.

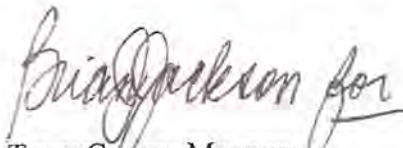
Conclusion

Based on the December 19th, 2011 Council direction to proceed with the Hamilton Plan Update, the Terms of Reference (TOR) has been finalized and clarified with input from several City Divisions. Oris Consulting Ltd. has then applied the finalized TOR to clarified the Work Plan and Timeline.

Given the above, staff recommends that the Hamilton Plan update proceed with Oris Consulting Ltd. undertaking the work under City direction following the clarified TOR, Work Plan and Timeline as presented.



Mark McMullen,
Senior Coordinator, Major Projects
(604-276-4173)



Terry Crowe, Manager,
Policy Planning
(604-276-4139)

MM:rg

Attachment 1	Clarified City of Richmond Terms of Reference for Hamilton Area Plan Update
Attachment 2	Clarified Work Plan for the Hamilton Area Plan Update
Attachment 3	Clarified Timeline or the Hamilton Area Plan Update

January 4, 2012 11:30am

**DRAFT Terms of Reference
For Option 1 To Plan Hamilton Sub-Areas 2 and 3 (Expanded)**

1. Status

- **These Terms of Reference have been revised by adding City staff team comments to the Draft TOR previously included in the November 23, 2011 “Hamilton Area Plan - Planning Options Report” to the December 7, 2011 Planning Committee meeting (Content Changes are in Bold).**

2. Purpose

The purpose of the TOR is to provide the City and developers with certainty by which:

- A developer, under City supervision, can undertake a planning and public consultation process for Hamilton Sub-Areas 2 and 3 (Expanded).
- After the Hamilton Area Plan is updated, developers may submit development applications to redevelop the Sub-areas.

In this manner, there will be an appropriate planning framework which reflects community preferences and can be used to assess the appropriateness of specific development applications.

3. Consultation Considerations

The planning consultation area is to be all of Hamilton and for Sub-area 2 include Queensborough residents.

The Richmond School District, the City of New Westminster and the New Westminster School Board are to be consulted. The following school matters are to be addressed

- Review the existing capacities at the Hamilton Elementary School for school aged children.
- The Richmond School District will be consulted throughout the development of the Master Plan.
- Residential growth will be aligned with options to provide appropriate space for school age children within existing facilities. The Richmond School District and Province will determine if school expansion (through temporary – portables or permanent school expansion) is necessary based on the growth of school-aged children in the area.

4. Hamilton Area Plan Requirements

The Hamilton Area Plan (HAP) requires that, before re-development occurs in the Sub-Areas 2 and 3 (expanded)

- Additional public consultation is to occur, to learn the community's land use preferences;

- More detailed planning is to occur, to better clarify and manage the type and amount of preferred development;
- The City's infrastructure capacity to service new development is to be clarified; and
- The Richmond and New Westminster School Board's ability to provide elementary schools is to be clarified.

5. Existing 1999 Official Community Plan (OCP) Policies for All Neighbourhood Centres

An objective of the OCP is to maintain a hierarchy of retail and personal service locations in the City (e.g., City Centre, neighbourhood centres, local commercial centres). The neighbourhood centres and local commercial centres are outside the City Centre and are intended to meet community-wide and neighbourhood needs. The OCP identifies seven "Neighbourhood Centre" locations one of which is the Hamilton Neighbourhood Centre.

The existing broad OCP Neighbourhood shopping centre development policies emphasize:

- Fostering a "village" character for neighbourhood retail districts outside the City Centre;
- Enhancing neighbourhood shopping centres by:
 - Supporting their development and use as neighbourhood service centres by encouraging neighbourhood services and amenities to cluster in their vicinity,
 - Improving the pedestrian, bike, wheelchair and scooter-friendliness of these centers, to achieve a "main street" gathering place for the surrounding neighbourhood;
- Encourage the development of small, pedestrian-friendly, streetfront convenience and personal service facilities on major roads to complement neighbourhood service centres and responding to the needs of surrounding residents; and
- Limit strip retail and large warehouse-style "big box" retail to specific locations identified for auto-oriented commercial use, paying special attention to design and traffic circulation.

6. Relevant OCP Policies for the Hamilton Area Neighbourhood Shopping Centre Area

The relevant OCP policies for the Hamilton Neighbourhood Shopping Centre Area are:

- Provide opportunities for viable commercial development within the established commercial core to serve the day to day needs of the area residents and workers;
- Keep Hamilton's commercial core in its present central location;
- Evaluate the need for additional commercial space when the populations of Hamilton and Queensborough grow;
- Recognize the physical impact of business activity on Hamilton by acknowledging travel patterns in transportation improvements and by controlling design impacts through design guidelines; and
- Minimize impacts between proposed business uses and established residential neighbourhoods.

Note: Other OCP policies (e.g., growth management, housing choice, neighbourhood characteristics and design, transportation, the natural environment, parks and open space, community facilities and services, city infrastructure, flood protection) in Schedule 2.14, "Hamilton Area Plan", are also to be considered.

7. Hamilton Neighbourhood Shopping Centre Area Planning Considerations

The following principles are to be addressed in the Hamilton Neighbourhood Shopping Centre Master Plan:

- Emphasize Sustainability (e.g., social, economic and environmental, the City's Green Building policies, infrastructure);
- Achieve a Compact Community:
 - Better integrate development with the surrounding urban fabric,
 - Foster a pedestrian-friendly, mixed-use (e.g., residential, office, commercial) neighbourhood,
 - Allow new uses including interior and exterior oriented retail uses,
 - Encourage street-oriented retail and the development of a 'high-street' concept along Gilley Road,
- Improve connectivity and transit to and from the shopping centre;
- Encourage a more integrated access network of street, bicycle and pedestrian paths to enhance non-car land uses;
- Improve linkages to the surrounding neighbourhood (including improved pedestrian crossing of Gilley at relevant locations);
- Improve transportation including circulation, parking and loading areas, and pedestrian and cycling connections;
- Encourage alternatives to the car (e.g. transit, bus passes, **electric vehicle plug-ins**, bicycle facilities, and walking), within a 5 to 10 minute walking distance (400 to 800 metres; 1,200 to 2,500 feet);
- Improve pedestrian and traffic safety;
- Improve economic viability for existing and proposed business uses;
- Developers to provide community amenities that are commensurate with the development and do not compromise economic viability of developments.

The proposed land uses and densities in Areas 2 and 3 should complement the existing single-family and townhouse uses in the adjacent areas of Hamilton to the west and south, and across Boundary Road in Queensborough to the east.

The current Bridgeview Shopping Centre site should be redeveloped into an urban mixed-use neighbourhood with a variety of building forms which complement adjacent areas and consider:

- The building forms and a mix of 3 storey townhouse and 4-storey mid-rise buildings (All-Residential or Mixed Multiple-Family Residential/Commercial),
- Buildings of varied heights, and
- Mixed use and commercial buildings with a mix of interior-oriented retail and street-oriented retail along Gilley Road (Main Street).

8. General Considerations For Sub-Areas 2 and 3 (Expanded)

The following concerns are to be considered and addressed in the planning process:

A Community Vision:

- An overall area Neighbourhood shopping centre vision and character statement (e.g., retail and residential streetscapes, Gilley Road, New Westminster Highway and Smith Drive streetscape).

Mixed Use Types and Quantities:

- The land use types and amounts that are needed and likely to be achieved in this location.

Density and Land Use

From the proposed 2041 OCP Concept, the following density framework has been prepared as a guide and may be changed during the planning process.

- Sub Area 2
This area is envisioned to be primarily townhouse and possible duplex and triplex multiple-family residential.
- Sub-Area 3 - Neighbourhood Shopping Centre Inner Core
The inner core would include commercial, townhouse and apartment multiple-family, mixed-use and institutional uses.
- Sub-Area 3 - Neighbourhood Shopping Centre Outer Core
The outer core is the area within a 5 minute walk to the inner core and would include commercial and townhouse multiple-family uses.

Building Heights

- Within the Bridgeview Shopping Centre and along Gilley Road ("Main Street"), the building heights are to be varied and the maximum building height is to be no more than 4 storeys above parking, **unless buildings are built in conjunction with affordable housing; or commercial and / or retail uses;** or institutional uses, which may then be higher than 4 storeys and up to 6 storeys above parking.

Building Form

- For all uses, a variety of building forms;
- For residential uses, 3 storey townhouses, mid-rise buildings and townhouses.

Urban Design

- **Prepare design guidelines recognizing the heritage and character of the Hamilton Area (refer to the Hamilton Then & Now public art piece at the Hamilton Community Centre), however, allowing for community input to direct the future direction through an interpretive, contemporary or aspirational community character.**
- Public safety (CPTED) must be incorporated into building and landscaping designs.
- Provide community focal points and elements to give a sense of place.
- Improve streetscape and the public realm (e.g., medians, boulevards, street furniture).

Amenities

- Identify any current gaps in community amenities (e.g., **childcare**, affordable housing, parks) and the anticipated need for them.
- **Identify mechanisms for achieving** requirements for built affordable housing, child care facilities, **and other community amenities.**
- Enhance parks, trails, community facilities, recreation and public plazas.
- Public art.

Transportation

- Transit – In **consultation with TransLink and Coast Mountain Bus Company**, **work toward an enhanced** transit service to the neighbourhood shopping centre that provide linkages to regional centres and other neighbourhood centres in Richmond. Ensure transit stops and related infrastructure (pedestrian linkages) are integrated in to Master Plan.
- Pedestrians – Provide a safe, convenient and integrated walking environment to facilitate pedestrian movements to and from the neighbourhood shopping centre and surrounding areas (e.g., school/community centre, surrounding residential areas).
- Cycling – Enhance cycling infrastructure and maximize opportunities to promote cycling as a mode of transportation to/from the neighbourhood shopping centre and promote linkages to existing established cycling routes;
- Street network – Improve circulation and accessibility by reviewing the existing street network to ensure it safely accommodates multiple modes of transportation (car, bike, pedestrian) and requiring new roads, frontage and road upgrades in conjunction with development proposals.
- Access to Arterial Roads – Access for new developments to Westminster Highway (Major Arterial) and River Road (Local Arterial) should be limited and existing accesses removed when possible (e.g., **when alternative access is provided** and designed to address site-specific concerns.

Engineering Planning and Services

- Infrastructure Upgrades (water, sanitary sewer, storm drainage):
 - The existing water, sanitary sewer, storm drainage capacities are to be identified; and
 - The proposed improvements to accommodate new land uses are to be identified.
- Developments will provide the necessary infrastructure needed (sanitary, water and storm) based on existing City servicing plans (e.g. sanitary) or develop servicing plans for approval by the City.

In addition to servicing works being undertaken by developers, the City will review capital works and DCC programs to determine any appropriate projects for the area due to possible changes in DCC –funded services resultant from proposed changes in land use.

Parks

- **Improve** and establish linkages for pedestrian movements to and from community destinations (school, community centre, neighbourhood centre), parks, trails through the neighbourhood shopping centre area and surrounding area and facilitate linkages through way-finding signage.
- Plan for substantial recreational and environmental improvements to the Queens Canal corridor.
- Provide strong linkages to the waterfront for both development proposals and public trails.
- **Review the role of Hamilton Highway Park with the community, and develop recommendations for its future enhancements if any.**
- **Analyse connections to the regional trail network and to the New Westminster trail system.**

Environmental Sustainability

- Sustainability: Maximize opportunities for sustainability. Ensure that all developments incorporate sustainability measures, including requiring LEED Silver certification or equivalent for new developments, design that minimizes GHG emissions, encourages the use of durable natural materials, re-use of materials, water consumption reduction and on-site storm water management as feasible.
- Habitat: Ensure all aquatic and terrestrial habitat is identified and described, including a review of federally protected (SARA) and provincially listed species.
- Ecological Resources: Manage existing ecological resources in the area (e.g., RMAs [e.g., Queens Canal], waterfront, ESAs) and integrate park related developments and infrastructure within this context.
- Important Water Elements: Water Recognize that watercourses, canals and the waterfront as strong, defining components of Hamilton's natural landscape.
- Stewardship: Foster community environmental stewardship.
- Riparian Design Considerations: Incorporate the riparian element into the character and design of new development (e.g., the shopping centre, residential, parks)
- Provincial Contaminated Sites Regulation: Identify contaminated sites **as publicly available on government registries.**
- **Hamilton Environmentally Sensitive Areas (ESA) and Riparian Management Area needs, particularly in Hamilton Area 2 and Area 3 (expanded) will need to be addressed in a manner to the satisfaction of the City and Oris, including considering current relevant studies (e.g., the City's draft ESA Management Strategy study).**
- Flood Protection – as per City policies and bylaws.

9. An Implementation Program

An Implementation Program is required and is to include:

- effective planning policies and design guidelines;
- zoning and building requirements;
- a Financing Program which shows:

- Costing and paying for desired public amenity and infrastructure upgrades (e.g., amenities, public realm improvements, streetscape upgrades, public art, road improvements and associated utilities);
- How much each element (e.g., infrastructure, amenities, public realm improvements, streetscape upgrades) will cost, on site and off site;
- Identifies sources and timing of revenue for the improvements, including:
 - Direct development payments for works adjacent to redevelopment sites (e.g., sidewalks, street lighting, landscaping);
 - Current and additional DCC payments (which would trigger an update of the DCC Bylaw) at subdivision and building permit (open space improvements, street works, servicing upgrades and daycares);
 - Amenity costs generally at rezoning (e.g. required and voluntary contributions);
 - Amenity costs at rezoning for a density bonus.
 - A public amenity and infrastructure phasing plan; and
 - Measure to ensure that City costs related to new development and associated amenities are to be zero or minimal.

10. Process, Studies and Schedule

City Staff Team and Role

A City staff team will be responsible for the overall management of the process, supervising the developer and ensuring that the Terms of Reference are addressed. The City staff team membership will include staff from Planning, Development Applications, Transportation, Economic Development, Engineering, Parks and Environmental Sustainability.

Developer Proponent Role

Proponents will be responsible for doing all the work at their expense. The proponent will undertake necessary studies including:

- Demographics
- Land use (residential, commercial, office)
- Economic: a study of the market potential of proposed developments in the Master Plan at the existing Bridgeview Shopping Centre location and proposed Gilley Road Main Street and financial feasibility of redevelopment (e.g. opportunities and constraints to new development, including residential and retail/service uses).
- Urban design (e.g., neighbourhood fit, character and streetscape)
- Engineering
- Flood Protection
- Traffic and transportation
- Financing
- **Community Surveys as may be necessary**
- **Identify and consider proposed City park, road and utility parcels**
- Parks, open space and recreational needs
- Other issues identified during the course of the planning process

The proponent will engage the services of the following professionals to undertake the work:

- Planner – Land use, density and building form,
- Architect – Design guidelines for buildings and open spaces,
- **Landscape Architect – park, open space and urban realm standards, program, and design guidelines,**
- Environmental Consultant – Riparian / other environmentally-sensitive areas and parks,
- Geotechnical Engineer – Soil conditions for buildings and servicing,
- Servicing Engineer – Water, sanitary and storm sewer services,
- Transportation Engineer – Major road improvements and local road network, **assessment of traffic safety and operations, functional road classification,** cycling and pedestrian network, **means to support and encourage alternate modes of travel, accommodate more environmentally-friendly means of vehicular travel (e.g., electric plug-ins);** and
- Others, as necessary.

Public Consultation Considerations

- Consult with residents, property owners, tenants, businesses, community groups and stakeholders particularly by using a variety of City approved methods (e.g., open houses, mail in surveys, random telephone surveys **and electronic media**).
- All City residents are also to be invited to provide comments.
- An initial open house and survey is required to provide an opportunity to identify issues and opportunities, and solutions.
- The proponent will ensure that community needs are addressed via the creation of draft options for further review by the public and Council.
- A follow-up open house will be held to provide an overview of the options and survey results.
- Refinements will be made to the draft Plan based on comments received on the draft options from Council and the public at the second open house.

Schedule

- The specific work schedule will be refined in discussions between City staff and the developer.

11. The Products

The study products are to include:

- survey result summaries,
- Background information and technical reports,
- Draft amendments to the Hamilton Area Plan, including: a vision, goals, objectives, policies and design guidelines;
- An Implementation Program

13. Time

The planning process is anticipated to take approximately a year.

Prepared By Policy Planning, City of Richmond.



Oris Consulting Ltd.
12235 - No. 1 Road
Richmond, BC
V7E 1T6

To: Terry Crowe – Manager, Policy Planning Division, City of Richmond
Mark McMullen – Senior Coordinator – Major Projects, Development Applications Division – City of Richmond

From: Rozanne Kipnes – Vice President Development – Oris Consulting Ltd.
c.c. Dana Westermarck – President – Oris Consulting Ltd.

Date: January 3, 2012

Dear Mr. Crowe and Mr. McMullen;

RE: Hamilton Area Plan (HAP) Terms of Reference – Oris Proposed Implementation Plan

We have reviewed the City of Richmond Draft Terms of Reference dated December 15, 2011 for the Hamilton Area Plan Update. Oris' objective by participating with the City in the Area Plan and public consultation process is to provide the Hamilton Community and Council with a greater understanding of current services available; actual versus perceived needs of the community, options and proposed Area Plan policy and design guideline recommendations for the future direction of growth, densification and services for the Hamilton Community.

Further to the questions put forward in your email dated December 14, 2011, and our follow up meeting dated December 15, 2011 and subsequent correspondence, we offer the following implementation guidelines and proposed draft timeline regarding the Terms of Reference. This document may be used for submission to Council for approval to proceed with the Public Consultation Process;

Q.#1 Clarify how you will achieve the Terms of Reference.

A. Oris Consulting Ltd. will respect the Terms of Reference of December 15, 2011 and will undertake the public consultation at the direction of the City's Planning department with integrity and transparency of process.

Phase 1: Prepare Baseline Information

Oris proposes to establish a **Baseline Analysis** for the Hamilton Community by identifying: Existing Conditions; Services and Infrastructure; and City approved initiatives in progress, or planned.

This includes consultation with all City departments having an interest or jurisdiction including:

- City of Richmond:
 - Policy Planning, Development Applications, Transportation, Engineering, Parks, Recreation, Community Services (e.g., libraries) and others as appropriate.
- The Richmond School Board
- City of New Westminster Consultation as coordinated with City of Richmond Planning:
 - Land Use (e.g., Residential, Commercial, Community Facilities, Parks)
 - Infrastructure
 - Transportation impacts and planning for area transportation arterials
 - Other
- New Westminster School Board Consultation as coordinated with City of Richmond Planning:
 - School Board – Current elementary, middle and high school needs, capacity and expansion plans

Review the existing Richmond 1995 Hamilton Area Plan, 1999 OCP Policies and the 2011 OCP Concept re Hamilton Neighbourhood Shopping Centre Area Planning Considerations (see Paragraphs 5 and 6 of attached TOR) for applicability re what needs to be considered in the planning study.

Technical studies to be undertaken at this time include:

- Hamilton Environmentally Sensitive Areas (ESA) and Riparian Management Area needs, particularly in Hamilton Area 2 and Area 3 (expanded) will need to be addressed in a manner to the satisfaction of the City and Oris, including considering current relevant studies (e.g., the City's draft ESA Management Strategy study).
- Review soils for how they affect proposed development, density and policies

Once information has been gathered from governing agencies, Oris will prepare a Background Information Report with some visual materials and a draft Community Survey for the residents and business owners of Hamilton and Queensborough. The survey purpose is to solicit directional feedback on what Hamilton and Queensborough residents think about current issues and options for community growth, densification, infrastructure, parks, trails and community services.

Oris proposes to report back to Planning staff and Council with the Baseline Analysis findings and a proposed draft Community Survey – Estimated April 2012

Afterward, based on Council and Planning staff direction, Oris will:

- Finalize the Community Survey
- Establish an Electronic Media Tool (i.e., 'Place Speak') by working with the City to launch an electronic media site to provide an ongoing flow of information between Hamilton and Queensborough residents and business owners, the City and Oris.
- Notify the community of the planning process and the 1st Community survey by:
 - Having a Place Speak website link on the City's Web site
 - Postal Drops
 - Local newspaper notices
 - Having a possible developer on-site presentation centre
 - Disseminating the Community Survey.

The 1st Community Consultation Meeting is anticipated to occur in April 2012.

For this meeting, Oris proposes to:

- Have City staff lead a community meeting in an open house, and Q and A format
- Present a summary of the Background Information Report and analysis
- Include visual representations, maps and graphics
- Review the 1st Community Survey with the residents and ask them to complete it in a timely manner.
- Following up with residents to encourage them to complete the Community Survey (e.g., random phone calls).

Feedback from electronic media (i.e., Place Speak) will be collected, summarized and analyzed and presented to Council and the community at regular intervals (see below).

Phase 1 ends - April 2012.

Phase 2 – Analyse Phase 1 Findings and Draft Policy Options

Oris will analyze the findings to date, the survey results and draft policy options for Council's consideration.

Oris will engage appropriate consultants as required, to analyse the Baseline Analysis materials; the survey results and feedback from the City of Richmond website. This work will include the following focus areas:

- **Demographics:**
Work with current census data to explore existing and projected:
 - Population changes, Diversity, Income, Housing, Employment, Other.
- **Identify Land Use Options**
 - Review existing land uses and their adequacy to meet existing residents' needs including:
 - Residential: identify options (e.g., apartment, townhouse, duplex, coach house, granny flat)
 - Commercial:
 - Create an inventory of existing commercial services for Hamilton and Queensborough
 - Assess the desire for a range of commercial uses
 - Estimate which commercial uses may be viable for Hamilton in the future
 - Estimate which commercial uses may be viable outside of Hamilton
 - Community Services and Facilities: Assess what community services and facilities exist, their adequacy and options for their possible expansion and provision in light of City and developers' limited budgets and resources
 - Parks and Trails: Assess existing parks and trails, their adequacy and options for their possible expansion and provision in light of City and developers' limited budgets and resources
 - Propose Phasing options (e.g., short and long terms) for the land uses, parks, trails, community services and facilities.
- **Identify Land Use Density Options:**
 - Review existing development densities (e.g., residential, commercial)
 - Propose a range of new development densities for consideration:
 - Low density
 - Mid density
 - A balance and mix of density options throughout Hamilton neighbourhood.
 - Graphically show the options.
- **Identify Architectural and Landscape Design (form, character) Options**
 - Hold a design charrette focus group with City of Richmond staff and community stakeholders, and the public realm
 - Consider Hamilton's historical character when preparing the design guidelines,
 - Illustrate a range of land use (e.g., housing) types, density and high street options.
- **Identify Transportation Improvements:**
Identify and assess a wide range of transportation improvement options by considering the needs of:
 - Youth, Families, Seniors, The physically challenged, Seniors, Others.

Possible transportation improvements may include:

 - Automobile/Truck traffic, Bus service; Bus shelters, Traffic calming, Safe crossings, Pedestrian walkways and park areas, Accessibility (e.g. wheelchair) needs, Pedestrian scale street lighting, Bike paths and community linkages,
 - Landscape enhancements along highways, streets, the public realm and the drainage canal
 - Other, as necessary

- Oris proposes to report back to Planning and Council on the analysis, options and a proposed 2nd Community Survey in July 2012.

Oris proposes to hold Community Consultation # 2 in August 2012

Afterward, based on Council direction and Planning staff direction, Oris will:

- Finalize the 2nd Community Survey
- Advertise it like the 1st Community Survey
- Have City staff lead a community meeting in an open house, and Q and A format
- Present:
 - The analysis and proposed Policy Options and ask for feedback
 - A visual range of options for Public comment, including maps and examples images of density, land uses, transportation, community improvement
- Review the 2nd Community Survey with the residents and ask them to complete it in a timely manner.
- Following up with residents to encourage them to complete the Community Survey.

Phase 3: Detailed Studies: Analyse Survey Results, Prepare Detailed Studies and Draft Planning Policy Options:

Oris will:

- Review the community feedback
- Analyze Hamilton Area Plan for developable properties;
- Work with City departments to identify community services, facilities, parks, trail and infrastructure improvement priorities
- Undertake an Economic Feasibility Study to determine the viability of providing land uses and community services, facilities, parks, trail and infrastructure improvements
- Financing Options:

Oris will:

 - Analyse the costs / benefits of proposed land uses, community services and facilities, parks, trails and infrastructure improvements and how to viably provide them (e.g., developer provided, City acquisition)
 - With City advice:
 - identify and address the DCC implications of all transportation, water, sanitary drainage, parks and park improvements, along with possible corresponding other types of development charge options aside from DCCs
 - prepare a correlation cost and benefit analysis for DCC implementation
 - Prepare a draft Hamilton Area Plan Update Financial Feasibility Report to review with Planning. Oris will engage planning and / or engineering consultants to support the Financial Feasibility if it is deemed necessary

Summary of Studies

- Oris proposes to report back to Planning and Council on the technical work completed in Phase 3 in November 2012, to obtain Council's feedback on the findings, options and general Area Plan direction.
- As this report will be technical in nature, a community meeting and survey at this stage is not anticipated; however, should City staff or Council require a 3rd Community Survey to support the preparation of final documentation, Oris agrees to work with Planning staff to do so.

Phase 4: Draft The Hamilton Area Plan with an emphasis on Areas 2 and 3 (expanded)

- Oris will engage, as necessary a Planning specialist to work with the City of Richmond Planning Department and Oris, to draft the Hamilton Area Plan Update policies and guidelines, based on the process to date.

- Oris proposes to report back to Planning staff and Council with the draft Area Plan (e.g., estimated to be in January 2013).
- With Council and City staff direction Oris will modify the proposed Plan, as necessary.

Phase 5: Finalization of Draft Area Plan and Public Consultation

- Afterwards, Oris proposes to advertise and present the proposed draft Area Plan to the Hamilton Community for consideration and acceptance in the same a manner as previously conducted.
- The Final Report to Planning Committee and Council seeking approval and adoption of the Hamilton Area Plan Area 2 and Area 3 (expanded) is proposed in February 2013 or March 2013 with the public hearing to follow.

Q #2 Clarify which consultants you will be using.

A.

- Planner - TBA as required
- Demographics – TBA as required
- Architect – Cotter and Associates
- Landscape – Hapa Collaborative Architecture
- Environmental - Pottinger Gaherty
- Geotechnical – GeoPacific
- Servicing Engineers – HY Eng.
- Transportation Eng. – Bunt Eng.
- Economic analysis – Internal

Q#3 Clarify the timeline for all work.

A. Proposed Timeline for the Implementation Plan as attached

Q#4 All developments are to meet LEED standards

A. Oris will work with the City to ascertain LEED standards.

Hamilton Area Plan Update - Oris Consulting Ltd.

ATTACHMENT 3

Action Item	Action by	18/01/2012	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13
Community Baseline Information															
Phase 1															
City of Richmond Consultations															
Planning															
All City of Richmond departments having jurisdiction and interest in the Hamilton Area Plan Update	Oris														
City of New Westminster Consultations															
City Planning - Queensborough Neighbourhood	Planning_Oris														
All City of New Westminster departments having jurisdiction and interest in the Hamilton Area Plan Update	Planning_Oris														
Preparation of Presentation Materials identifying BaseLine Report	Oris														
Community Consultation Meeting #1	Oris_Planning														
Prepare and launch e-media sites, for engagement with community and observation and feedback by community through City Website; Oris's placespeak;	Oris_Planning														
Report to Planning and submission to Council	Planning_Council														
Phase 2 - Community Survey Process															
Preparation of Hamilton Community Survey with input from Planning	Planning_Oris														
Disseminate; Follow up to ensure strong representative response rate	Oris														
Analyze and prepare Survey Results with report to Planning and Council	Oris_Planning														
Community Consultation Meeting #2	Oris_Planning														
Report to Council on completion of Phase 2	Planning_Council														
Phase 3 - Validate Hamilton Specific Guidelines															
Engage approved Consulting Team:	Oris														

Hamilton Area Plan Update - Oris Consulting Ltd.

Action item	Action by	18/01/2012	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13
Focus Areas for Phase 3															
Demographics															
Land Use Possibilities															
Land Use Options															
Density Options															
Form and Character															
Transportation Links															
Improving Accessibility															
Community Consultation #3	Oris_Planning														
Work Product: Urban Design Guidelines as prepared by Planning Specialist	Oris_Planning														
Report to Planning and Council and proceed to Phase 3	Planning_Council														
Phase 4 - Draft Economic Feasibility for Hamilton Area Plan Update															
Work with City of Richmond departments and Planning to determine community priorities; costing; DCC schedule of fees	Oris_Planning														
Prepare draft "HAP" Financial Feasibility Report	Oris_Planning														
Report back to Council on completion of Phase 4	Planning_Council														
Phase 5 - Presentation of Outline Plan based on Consulting Process Outcomes															
Planning Specialist to draft policy and guidelines for "HAPU" based on outcomes from Public Consultation Process	Oris_Planning														
Report to Council	Planning_Council														
Phase 6 - Final Presentations to Community and Council															
Final Public Meeting - Presentation of final outcomes, work product and recommendations to Council	Oris_Planning														

Hamilton Area Plan Update - Oris Consulting Ltd.

Action Item	Action by	18/01/2012	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13
Final Report to Council - Community Response to Recommendations for "HAPU"	Planning_Council														



City of Richmond

Report to Committee

To: Planning Committee
From: Joe Erceg, MCIP
General Manager, Planning and Development
Re: Review of the No. 5 Road Backlands Policy

Date: December 15, 2011
File: 08-4050-10/2011-Vol 01

Staff Recommendation

That the proposed Terms of Reference and Work Program for the Review of the No. 5 Road Backlands Policy (**Attachment 1**) be approved.

Joe Erceg, MCIP
General Manager, Planning and Development
(604-276-4083)

Att. 2

FOR ORIGINATING DEPARTMENT USE ONLY			
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Budgets	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Real Estate Services	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Community Social Services	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Sustainability	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Engineering	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Parks	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Development Applications	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Transportation	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
REVIEWED BY TAG	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	REVIEWED BY CAO	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

Staff Report

Origin

The purpose of this report is to obtain Council's approval of the proposed Terms of Reference and Work Program for the Review of the No. 5 Road Backlands Policy (**Attachment 1**).

Background

The No. 5 Road Backlands Policy was originally approved in 1990. In it, the Provincial Agricultural Land Commission (ALC) – which is responsible for the Agricultural Land Reserve (ALR) and Richmond City Council – who is responsible for the zoning of land in the ALR, uniquely agreed to allow:

- 1) Assembly (ASY) zoned uses (e.g., churches, synagogues, temples, private schools, day care, adjunct dormitories, etc.) within 110 m (361 ft.) of the east side of No. 5 Road from roughly between Steveston Highway and Blundell Road (the area often referred to as the "Highway to Heaven"); and
- 2) Agricultural uses between the above area and Highway 99, called the "Backlands".

This Policy was subsequently adopted in Richmond's Official Community Plan (i.e., the "Community Institutional" designation) and in the McLennan Sub-Area Plan (i.e., a policy to "support agriculture and institutional and public uses" in the area designated "Agriculture, Institutional and Public").

After several Assembly uses were approved, the ALC and Council became concerned that the farming of the backlands was not occurring. As a result, a moratorium was put on the area in 1996 and a consultant study (Zbeetnoff Consulting) was completed in 1997 identifying the barriers to farming and what needed to be done to encourage and facilitate farming. In 1998, the City consulted extensively with the No. 5 Road stakeholders and Council lifted its moratorium on ALR and rezoning applications in favour of a Revised No. 5 Road Backlands Policy.

In 2000, Council approved a consolidated and clarified No. 5 Road Backlands Policy (**Attachment 2**). Essentially, the Policy:

- Allows "Assembly" uses and certain "School & Institutional" uses (e.g., "public park, public recreation facility, municipal works, health and safety measures, community use") on the westerly 110 m (361 ft) of properties fronting No. 5 Road between roughly Steveston Highway and Blundell Road;
- Requires new applicants to:
 - submit a Farm Plan indicating how the backlands (i.e., remainder of the property) is going to be farmed first, before the "Assembly" or "School & Institutional" uses are approved;
 - enter into a restrictive covenant on the property to alert future owners of the requirement to farm the backlands; and
 - provide a financial security to guarantee that the backlands will be farmed in accordance with the Farm Plan.

- Stipulates that the rezoning of the “frontlands” won’t occur until the ALC has given its final approval of the non-farm use.

Analysis

It has been more than 20 years since the original No. 5 Road Backlands Policy was approved by the ALC and Richmond Council. Although the Policy was revised and clarified between 1996 and 2000, it is still over 10 years since the Policy has been subject to a comprehensive review.

With the submission of the proposed redevelopment of the Lingyen Mountain Temple at 10060 No. 5 Road (and the public interest in this proposal), City planning staff requested that this application be withdrawn in anticipation of a comprehensive review of the No. 5 Road Backlands Policy. This review is intended to examine how the Policy is working and what improvements may be needed, including appropriate land uses, massing, height and densities, traffic management, servicing implications, sustainability issues and other matters.

As outlined in the proposed Terms of Reference (**Attachment 1**), the review will involve considerable community and stakeholder consultation (e.g., the No. 5 Road property owners, neighbourhood groups such as the Committee Against Lingyen Expansion (CALE), the ALC, Richmond Agricultural Advisory Committee (AAC), Richmond Food Security Society and others will be consulted).

Using a format similar to what was successfully utilized by the Townline Group of Companies in its redevelopment of the former Fantasy Gardens site, the consultation process will endeavour to “work from the ground up” in order to build consensus rather than being a “top down process” where the City develops the options and tries to get community acceptance. Social media will be used. As a result, it is not expected that the Review of the No. 5 Road Backlands Policy will be completed until late 2012/early 2013.

At the following key points, Council will be involved in the Review:

- approval of the proposed Terms of Reference and Work Program (as requested in this report);
- receipt of the results and approval of the recommendations from the 1st round of consultation (involving the property owners, stakeholders, surrounding neighbourhood and interested parties City-wide) regarding any issues with the Terms of Reference;
- endorsement of the research findings for focussed stakeholder consultation regarding key issues and ideas with the ALC, AAC, Richmond Food Security Society, landowners and existing assemblies, Townline Gardens, Ironwood Shopping Centre, CALE, etc.;
- receipt of the results from the focussed stakeholder consultation and approval of the recommended options for the 2nd round of consultation involving the property owners, stakeholders, surrounding neighbourhood and interested parties City-wide;
- receipt of the results from the 2nd round of consultation and approval of the recommended policy and bylaw amendments; and
- final approval of a Revised No. 5 Road Backlands Policy and final adoption of any required Official Community Plan, Area Plan and Zoning Bylaw amendments.

In the meantime, we will recommend to the applicant that the proposed redevelopment of the Lingyen Mountain Temple not be submitted until the Review is completed. It should be noted that no decision was made about this specific application by either City Staff or Richmond Council.

A variety of City Departments will be involved in this Review, including Development Applications, Transportation, Engineering, Parks, Sustainability, Community Social Services, Real Estate Services and Budgets (Taxes). ALC staff have been consulted regarding the pending Review and will be involved in the process, as has and will the AAC.

Financial Impact

The Work Program is to be undertaken within existing City budgets.

Conclusion

The No. 5 Road Backlands Policy is due to be reviewed because:

- it is over 20 years old;
- it has been 10 years since it was last looked at; and
- the proposed redevelopment of the Lingyen Mountain Temple has highlighted the need for such a review.

It is recommended that Council approve the attached Terms of Reference and Work Program for the Review of the No. 5 Road Backlands Policy (**Attachment 1**) so that City staff can begin the process of community and stakeholder consultation with the goal of wrapping up this Review in late 2012/early 2013.



Terry Crowe
Manager, Policy Planning
(604-276-4139)



Holger Burke
Development Coordinator
(604-276-4164)

TTC/HB:cas

Attachment 1: Terms of Reference and Work Program for the Review of the No. 5 Road Backlands Policy

Attachment 2: No. 5 Road Backlands Policy 5037 dated March 27, 2000

December 15, 2011

Terms of Reference and Work Program for the Review of No. 5 Road Backlands Policy*Prepared by Policy Planning*Purpose of Work Program

- To determine the effectiveness of the existing No. 5 Road Backlands Policy and applicable Official Community Plan (OCP) and zoning requirements and if they should be changed.

Rationale for the Comprehensive Policy Review

- The No. 5 Road Backland Policy has been in place for 20 years.
- Review the effectiveness of balancing agricultural viability and institutional development.
- Examine the existing build-out of approved development.
- Analyze the remaining undeveloped land in the policy area.

Team Composition - City

- Policy Planning Division staff to lead policy review:
 - Terry Crowe – Work program manager.
 - Holger Burke/Mark McMullen – Lead planners.
 - Kevin Eng – Planner.
- Supporting City Divisions:
 - Transportation.
 - Engineering Planning.
 - Development Applications – Processing.
 - Development Applications – Urban Design.
 - Parks Planning and Design.
 - Community Services – Sustainability Services and Environmental Programs.
 - Community Services – Social Planning.
 - Real Estate Services.
 - Financial Services – Taxes.

Stakeholder Composition

- Agricultural Land Commission (ALC).
- Richmond Agricultural Advisory Committee (AAC).
- Existing institutional developments along No. 5 Road.
- Remaining land owners along No. 5 Road.
- Surrounding interests:
 - Townline Gardens.
 - Neighbourhood group(s) (e.g., Committee Against Lingyen Expansion - CALE).
 - Commercial developments at No.5 Road and Steveston Highway.
- Richmond Food Security Society.
- Others.

No. 5 Road Work Program – Planning ProcessAssumptions

- Development proposals that comply with all provisions of the existing policy and Provincial (e.g., ALR) requirements will be able to be processed during the No. 5 Road Backlands policy review.

Funding

- Work program is to be undertaken within existing City budgets.

Related City Studies and Initiatives to Consider

- 2041 OCP Update (e.g., Environmentally Sensitive Areas Review).

Anticipated Timing of Work Program and Related Activities

- The anticipated time to complete the work program is approximately 1 year.
- A detailed timeline of activities is contained in Schedule 1.
- Key benchmarks:
 - January 2012 – The Administrators Group (TAG) review of work program.
 - January 2012 – Report to Committee (RTC) for Council review and approval of Terms of Reference & Work Program.
 - March 2012 – 1st round of Consultation: Public open houses and stakeholder consultation.
 - May 2012 – RTC on 1st round of Consultation.
 - June 2012 – Completion of required research.
 - July 2012 – RTC for Council to endorse research findings for stakeholder consultation.
 - September 2012 – Focused consultation with stakeholders.
 - October 2012 – Analyze results and develop options.
 - November 2012 – RTC on results, options and recommendation.
 - January 2013 – 2nd round of Consultation: Public open houses and stakeholder consultation.
 - February 2013 – RTC for Council review and approval of recommended policy and bylaw amendments.
 - March 2013 – Approval where required (e.g., ALC) and final input from AAC.
 - March 2013 – Final public input before and at Public Hearing for required Zoning and OCP Bylaw amendments.

Key Issues to be Examined

OCP 2041 Update

- As the 2041 OCP Update will be completed before this Review is finalized, any OCP changes will be made after the Review of the No. 5 Road Backlands Policy is completed.
- Demand for local and regional assembly institutions up to 2041.
- Land use designations and definitions may need to be revised.

Available Community Use/Assembly Space in Richmond

- Corresponding City review undertaken of Community Institutional trends and needs.
- What is the 2041 OCP direction for assembly/community use space?

Expansion or Revision of Policy Area

- Existing policy area is east side of No. 5 Road between Steveston Highway and Blundell Road.
- Does this need to be revised or expanded based on anticipated OCP population growth and demand for institutional development?

Review of Existing Development Restrictions

- Review existing 110 m development guideline for projects.
- Can this guideline be flexible on a case by case basis?
- What has to be included in the development area (building, parking, outdoor space requirements, buffering)?

Alternative Land Use Options

- In addition to existing institutional/assembly uses, can other alternative uses be considered in the policy area:
 - Health care facilities?
 - Stand alone banquet hall facilities?
 - Community wellness facilities?
- Stand alone residential uses will not be allowed (e.g., seniors supportive/affordable housing).
- Appropriate accessory uses:
 - Dormitory in conjunction with an institutional development.
 - Childcare in conjunction with an institutional development.

Agricultural Viability

- Assess success and challenges to existing farm operations within corridor.
- How can institutional developments help overcome challenges to farming in the policy area?
- Explore alternative arrangements to actively farming the land:

- Making land available to lease to local farmers.
- Making land available to lease to small plot, urban agriculture stakeholders.

Sequencing of Agricultural Activities

- Should active farming be sequenced before or after construction of the institutional use?

Agricultural Buffering

- Establish agricultural buffering guidelines for institutional developments adjacent to farm areas.
- Clarify location of buffer (on development or farm portion of site).

Built Form and Land Use Adjacencies

- Establish design guidelines to provide direction on built form of institutional developments.
- How to achieve balance between built form, including height, of institutional development and surrounding agricultural and residential land uses?
- Implementing "best practices" urban design principles.

Transportation Impacts

- Cumulative impact on transportation infrastructure based on built-out of policy area.
- How to best assess parking needs of institutional developments (i.e., case by case basis or via established parking bylaw ratios)?
- Explore opportunities to share off-street parking facilities amongst assembly developments in the policy area.
- Alternative means of getting to and from Policy Area (transit, bike and pedestrian infrastructure).
- Potential transportation related improvements (i.e., pedestrian crossings, turning lanes, frontage upgrades, new/upgraded signals).
- Measures to mitigate potential traffic and parking impacts related to annual festivals and celebrations.

Local, Regional and Global Institutions

- What populations do existing institutional developments in the policy area service:
 - Primarily local?
 - Mix of local and regional?
 - Entirely regional/global draw?

Expansion on Existing Assembly Zoned Sites (Options)

- Provisions to enable existing institutional developments to expand on-site.
- What limitations will apply?

Engineering/Servicing Issues

- Examine existing City servicing available to policy area (storm, water, sanitary) – Current to future build-out.
- Frontage and beautification works along No. 5 Road (including road dedication).
- Explore improvements to City infrastructure to service and improve farm related infrastructure (drainage and irrigation).

Development Application Processing Requirements

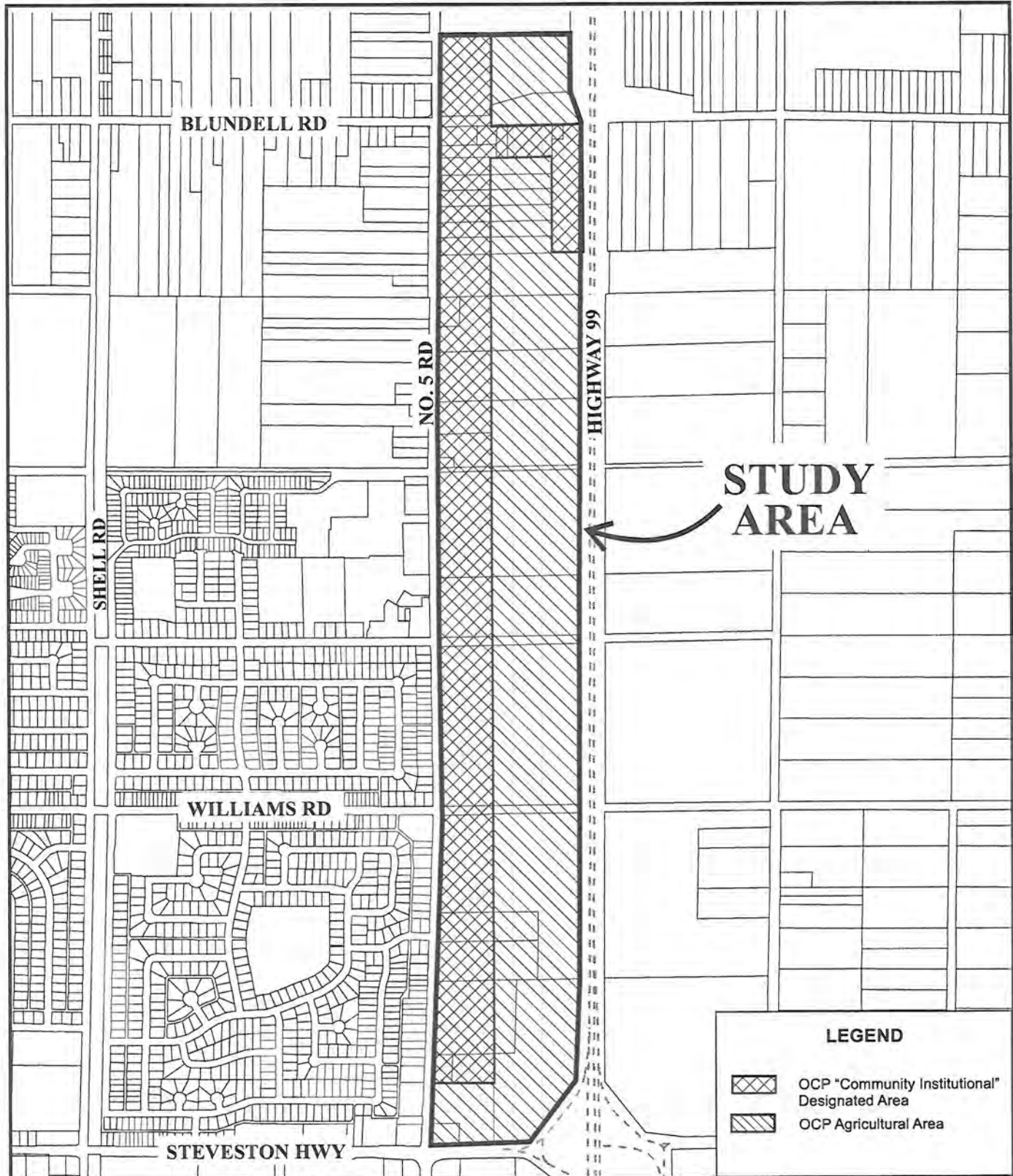
- Review required components to be addressed through non-farm use application processing.
- Review required components to be addressed through rezoning application processing.
- Policy provisions to speak to the consideration of developments that may require development variance permits or site specific zoning considerations.

Additional Sustainability Considerations

- Establish sustainability 'best practices' provisions into policy with reference to:
 - Sustainable building practices (e.g., energy conservation; permeable paving; other if applicable).
 - Sustainable resource use (e.g., storm water management; nutrient recycling; groundwater recharge; etc.).
 - Habitat enhancement (e.g., incorporating native species in the landscape and agricultural buffer).
 - Local food security (e.g., fruit tree sharing program; etc.).

SCHEDULE 1	
No. 5 Road Backlands Policy – Proposed Work Program and Phasing	
Phase – Activity	Proposed Date
Phase 1 - Organizing	
Establish City Staff Team <ul style="list-style-type: none"> • Policy Planning to lead (Terry Crowe – work program manager; Holger Burke/Mark McMullen – lead planners; Kevin Eng – planner). • To be supported by: <ul style="list-style-type: none"> • Transportation; Engineering Planning; Development Applications; Parks Planning & Design; Community Services Sustainability and Social Planning; Real Estate Services; Financial Services. • Internal staff team meeting – Information sharing, visioning and objectives. 	December 2011
Establish List of Stakeholders <ul style="list-style-type: none"> • Agricultural Land Commission (ALC). • Richmond Agricultural Advisory Committee (AAC). • Existing congregations and land owners in policy area. • Surrounding users – Townline Gardens; neighbourhood groups (e.g., Committee Against Lingyen Expansion – CALE); Commercial users at No. 5 Rd/Steveston Hwy. • Richmond Food Security Society. • Others. 	December 2011
Identifying Objectives and Deliverables of Work Program <ul style="list-style-type: none"> • Review/approval by General Manager (GM) & The Administrators Group (TAG). 	January 2012
Report to Committee (RTC) – No. 5 Road Backlands Policy Terms of Reference & Work Program <ul style="list-style-type: none"> • Approval by Planning Committee and Council. 	January 2012
Phase 2 – Initial Consultation – Terms of Reference Issues	
Consultation Preparation <ul style="list-style-type: none"> • Book and confirm public open house dates, times and venues. • Draft feedback forms (hardcopy and online). • Set-up online discussion forum, if needed. • Contact City staff team to attend public open house. • Advertise in both local newspapers. • Mail drop/invitation to No. 5 Rd land owners, surrounding residents & businesses. 	February 2012
Public Consultation <ul style="list-style-type: none"> • 2 Public Open Houses – Hosted by City – One Neighbourhood & One City-Wide: <ul style="list-style-type: none"> ◦ Staff presentation. ◦ Small groups with facilitator. ◦ Staff circulate among small groups to answer questions. • Hardcopy and Online Feedback Forms (Available by first open house and closes 2 weeks after last open house). • Online Forums – Lets Talk Richmond (Available by first open house and closes 2 weeks after last open house). 	March 2012
Staff Analysis of 1 st Round of Public Consultation <ul style="list-style-type: none"> • Consolidate responses from feedback forms and possible online discussion forum. • City staff to analyze comments/findings and make recommendations. 	April 2012
RTC – Council Update on Initial Round of Public Consultation and Findings <ul style="list-style-type: none"> • Planning Committee/Council – receive results and approve recommendations. 	May 2012
Phase 3 – Research and Focused Consultation – Key Issues and Ideas	
Completion of Research on Land Use Related Issues in Policy Area <ul style="list-style-type: none"> • Identify range of acceptable land uses – Institutional, community wellness, community services, residential care, intensive care. • Review balance of Institutional and Agricultural uses in policy area. • Check agricultural viability on backlands. • Identify opportunities for further development within policy area and future need for expansion of policy area beyond existing boundaries. • Address land use adjacencies between residential, institutional and agriculture. • Examine transportation challenges. • Incorporate sustainability initiatives. • Review development application processing. 	June 2012

RTC – Council to Endorse Research Findings for Stakeholder Consultation <ul style="list-style-type: none"> Planning Committee/Council – Endorse research findings for focussed stakeholder consultation. 	July 2012
Undertake Focussed Consultation with Stakeholders <ul style="list-style-type: none"> Identify key issues and top priorities for each: <ul style="list-style-type: none"> Provincial ALC. Richmond AAC. Richmond Food Security Society. Landowners and existing assemblies. Neighbourhood groups (e.g., CALE). Townline Gardens; Ironwood Shopping Centre. Others. 	September 2012
Phase 4 – Development of Options for Policy Area	
Develop options for No. 5 Road Backlands policy area (e.g., status quo; alternative approach).	October 2012
RTC – Presentation of Options <ul style="list-style-type: none"> City staff to recommend 1 option for public consultation to Planning Committee and Council for consideration. Council selects option for public consultation. 	November 2012
Phase 5 – Second Round of Public Consultation on Selected Option	
Public Consultation <ul style="list-style-type: none"> 2 Public Open Houses – Hosted by City – One Neighbourhood & One City-Wide: <ul style="list-style-type: none"> Staff presentation. Small groups with facilitator. Staff circulate among small groups to answer questions. Hardcopy and Online Survey Forms and Comment Sheets (Available by first open house and closes 2 weeks after last open house). Online Forums – Lets Talk Richmond (Available by first open house and closes 2 weeks after last open house). Advertise in both local newspapers. Mail drop/invitation to all No. 5 Road property owners, surrounding residents & businesses, and attendees at initial public consultation. Consolidate comments and survey findings. Analyze results on presented option. 	January 2013
Phase 6 – Presentation of No. 5 Road Backlands Policy	
RTC – Report on Policy Review and Process <ul style="list-style-type: none"> Process Undertaken. Consensus Achieved. Bring forward Revised Policy for Approval. Bring forward any necessary OCP and Zoning Bylaw Amendments. 	February 2013
Required approval where necessary (e.g., ALC) <ul style="list-style-type: none"> Final input from AAC. 	March 2013
Public Hearing for Required Zoning and OCP Bylaw Amendments <ul style="list-style-type: none"> Final public input before and at Public Hearing. 	March 2013



Study Area: No. 5 Road
Backlands Policy Review

Original Date: 06/27/11

Revision Date: 12/14/11

Note: Dimensions are in METRES



City of Richmond

Policy Manual

Page 1 of 3

Adopted by Council: Mar. 27/00

POLICY 5037

File Ref: 4105-04

NO. 5 ROAD BACKLANDS POLICY

POLICY 5037:

It is Council policy that:

1. The area outlined in bold lines as "Area Proposed for Public and Institutional Use" on the accompanying plan dated 01/24/00 may be considered for non-farm use.
2. The types of non-farm use which may be considered are:
 - "Assembly District" uses, and
 - Certain "School / Public Use District" uses (i.e., public park, public recreation facility, municipal works, health and safety measures, community use).
3. The amount of land on each property which may be developed for approved non-farm uses is limited to the westerly 110 m (360.892 ft) for properties fronting onto No. 5 Road.

The remaining back land portion of each property shall be retained for farm use only.
4. Satisfactory sanitary sewage disposal is required as a condition of Development Permit approval.
5. Continue to strive for a partnership approach, with back land owner prepared farm plans to achieve farming, but allow for a limited infrastructure component (e.g., little or no regional and on-site drainage, irrigation or access roads), where a full infrastructure component is not practical.
6. The current moratorium on non-farm use approvals (initiated by the Land Commission and adopted by Council in February, 1996) should be retained and may be lifted on an individual lot basis for owners who:
 - a) prepare farm plans;
 - b) explore farm consolidation;
 - c) commit to do any necessary on-site infrastructure improvements;
 - d) co-operate as necessary to remove constraints (e.g., required infrastructure) to farming the back lands, in partnership with others; and
 - e) commit to legal requirements as may be stipulated by Council to achieve acceptable land uses (e.g., farming the back lands).
 - f) undertake active farming of the back lands.
7. The following procedure will apply when considering applications for non-farm use and Assembly District rezoning.



Approvals Procedure

Proponent applies to City and Commission for non-farm use approval.

Commission reviews proposal and may give approval in principle for non-farm use based on the proponent:

- preparing an acceptable farm plan;
- entering into a restrictive covenant;
- providing a financial guarantee to farm; and
- agreeing to undertake active farming first

Proponent undertakes active farming based on the approved farm plan.

Commission gives final approval for non-farm use.

Proponent applies to City for rezoning of site to Assembly District (ASY).

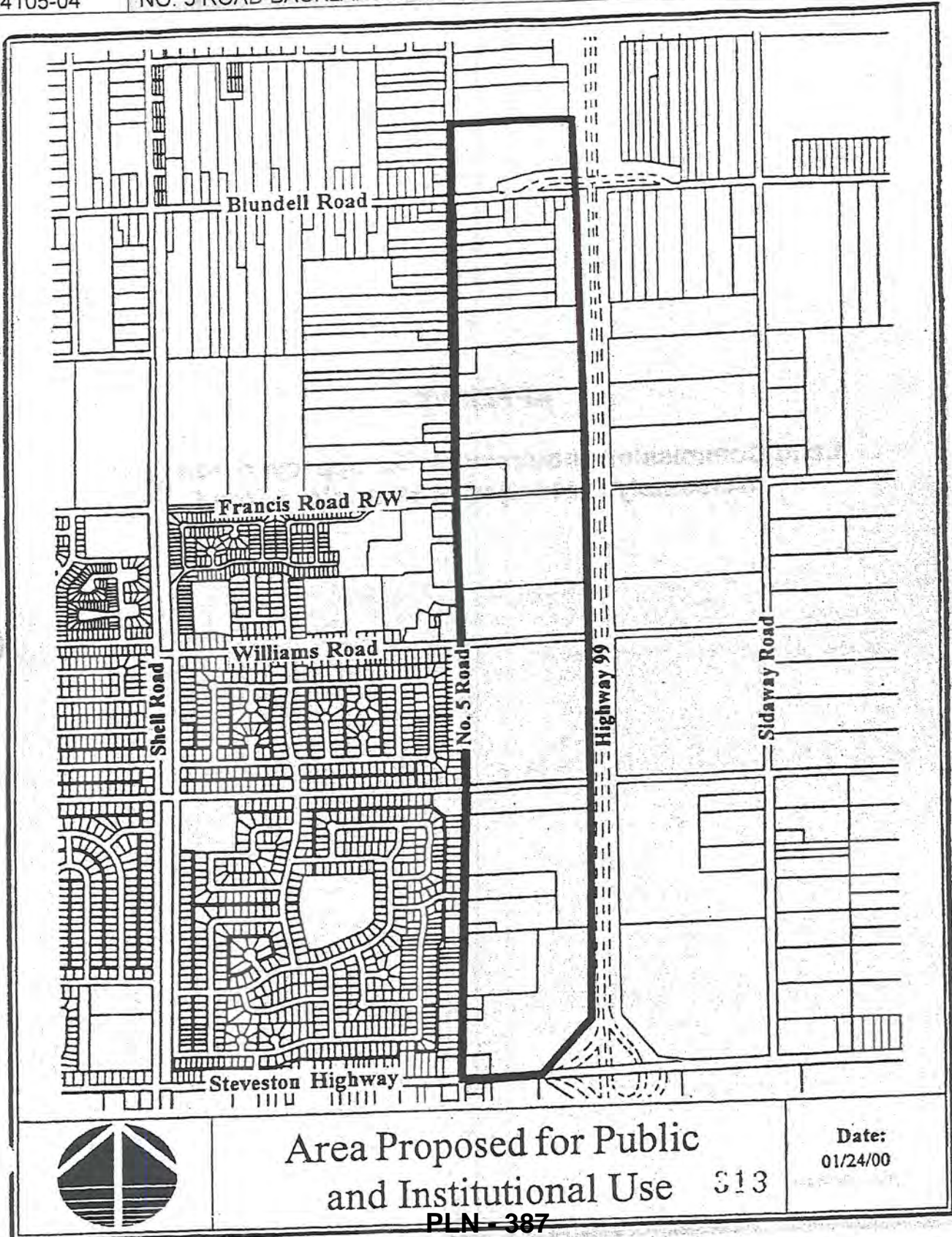
City approves rezoning application after proponent meets all City requirements.

Amendments to the above policies

If either the City or the Land Commission intends to amend any of the above procedures, the initiating party will advise the other party of this intent and seek comment on the proposed amendments prior to concluding any approvals.

Co-ordination of review process

The City and the Commission will co-ordinate efforts when reviewing applications for non-farm use, in order to ensure that the interests of each party are addressed. This co-ordinated effort will be done prior to granting any approvals.



Area Proposed for Public
and Institutional Use 313
PLN - 387

Date:
01/24/00



City of Richmond

Report to Committee

To: Planning Committee

Date: December 16, 2011

From: Cathryn Volkering Carlile
General Manager - Community Services

File:

Re: **Richmond Community Services Advisory Committee
2011 Annual Report and 2012 Work Program**

Staff Recommendation

That, as per the General Manager of Community Services' report dated December 16, 2011, entitled "Richmond Community Services Advisory Committee 2011 Annual Report and 2012 Work Program", the Richmond Community Services Advisory Committee's 2011 Work Program be approved.

Cathryn Volkering Carlile
General Manager - Community Services

Att. 1

FOR ORIGINATING DEPARTMENT USE ONLY		
CONCURRENCE OF GENERAL MANAGER 		
REVIEWED BY TAG	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
REVIEWED BY CAO	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

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 not 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 2010 Annual Report and proposed 2011 Work Program and Budget (**Attachment 1**), which supports the following 2008 – 2011 Council Term Goal:

Improve the effectiveness of the delivery of social services in the City through the development and implementation of a Social and Community Service Strategy that includes:

- *increased social housing, implementation of the campus of care concept, and an emergency shelter for women*
- *the development of civic engagement and capacity growing programs that supplement grant programs for addressing social service issues*
- *facilitation/development of an effective cross-service network that includes both intergovernmental and community agencies (RCSAC) supporting/working together cooperatively*
- *facilitation of leadership mentoring between groups to make them more effective*
- *initiatives to reduce homelessness in the City, including SROs.*

Analysis

1. 2011 Annual Report

RCSAC 2011 activities included conducting a Community Social Services Survey (formerly the Financial Health Survey) regarding the funding status of member agencies and related community impact (**Attachment 1**, Appendix 1). The RCSAC prepared a submission to the City Grant Program review, contributing to many revisions subsequently adopted by Council and implemented by City staff. The RCSAC also hosted two municipal all-candidates meetings, working in partnership with the Richmond Chamber of Commerce to host the Mayoral and Councillor candidates.

The RCSAC also informed Council of community service matters via three “Communication Tools” regarding Domestic Violence Unit Operations, the Richmond Collaborative Committee for Children and Youth (RCCCY) Project and the Supporting Families Initiative. A mentoring survey was also completed, indicating areas of expertise that agencies will share with others, as well as those seeking such advice. Topics include board development and governance, strategic planning, and fundraising.

2. 2012 Work Program and Budget

The proposed RCSAC 2012 Work Program is based on four key action areas: affordable housing; youth; addictions and mental health; and service development. These action areas cover a broad range of community as well as agency concerns and involve many non-profit and governmental partners. This subcommittee structure will be reviewed in the new year and Council will be informed of any changes.

While the RCSAC propose actions for City staff, these may only be implemented as City policies, work programs, staff time and resources permit.

The RCSAC is requesting a continuation of their annual operating budget of \$11,000.

Financial Impact

There is no financial impact. The RCSAC receives an annual operating grant of \$11,000 as part of the base budget.

Conclusion

The RCSAC continues to strengthen the social and community service sector in Richmond through its structure and activities, and provides advice on social and related issues. The RCSAC is to be commended for increasing sector capacity by exploring members' financial health, encouraging mentorship, raising the profile of social and community service issues (e.g., forums, all-candidates meetings), as well as facilitating valuable ongoing information exchange and networking opportunities. Staff recommend that the proposed 2012 RCSAC Work Program be endorsed.



Lesley Sherlock
Social Planner
(604-276-4220)

LS:ls



RCSAC | **Richmond Community Services
Advisory Committee**

2011 Annual Report 2012 Work Plan and Budget

Approved by RCSAC Committee: January 9, 2012

Approved by Richmond City Council:

Executive Committee Report

2011 Executive Committee Membership:

Brenda L. Plant, Turning Point Recovery Society (1984)	Co-Chair
Judy Valsonis, Touchstone Family Association	Co-Chair
Rick Dubras, Richmond Addiction Services Society	Treasurer
Belinda Boyd, Vancouver Coastal Health	Member-at-Large
Jennifer Larsen, Individual Member	Member-at-Large
Elizabeth Specht, Volunteer Richmond Information Services	Member-at-Large
Councillor Linda Barnes	City Council Liaison
Lesley Sherlock	City Staff Liaison

Results of Executive Elections at the November 10, 2011 Annual General Meeting

As documented in the RCSAC Operating Policies and Procedures the members on the executive, with the exception of the Co-Chair positions, hold their positions for a period of one year. Elections are then held at the November Annual General Meeting (AGM) to elect/re-elect committee members to their respective executive roles.

Both Brenda Plant and Judy Valsonis agreed to remain in the role of Co-Chair for a period of 3 years, extending their terms as there were no nominations for the Co-Chair role in 2010. As a result, Judy Valsonis, who has completed all three years, stepped down from the Co-Chair role. Brenda Plant retains her role as Co-Chair with term completion at the November 2012 AGM.

At the November 2011 AGM after nominations were put forward the following individuals were elected to executive positions:

Co-Chair	Rick Dubras, Richmond Addiction Services Society
Treasurer	Lisa Whittaker, Family Services of Greater Vancouver
Members-at-Large	Judy Valsonis (past Co-Chair), Touchstone Family Association
	Belinda Boyd, Vancouver Coastal Health
	Richard Lee, Citizen Appointee

The Executive Committee, on behalf of the membership, wishes to acknowledge and thank all exiting members of the Executive Committee for their dedication and leadership throughout 2011, as well as welcoming new members. The Executive Committee also acknowledges our City Staff Liaison, Lesley Sherlock, and our City Council Liaison, Linda Barnes, for their contributions and support while working with the RCSAC during 2011.

Executive Committee Summary of 2011 Activities:

Membership

- Membership levels were maintained at 31 members in 2011.
- There are two Citizen Appointee positions each with 2 year terms. The incumbents of these positions are as follows: Richard Lee (appointed: December 2010), Wendy Gao (appointed: January 2010 / resigned January 2011). Wendy Gao was succeeded by Hamid Ghanbari (appointed: March 2011).

City-Requested Input

- An RCSAC task force was struck to review and make recommendations to the City of Richmond Grants Program. Led by executive committee member, Elizabeth Specht, the group put forward a committee approved list of recommendations to the City of Richmond for their consideration.

Education and Awareness

- The subcommittees of the RCSAC coordinated presentations to the General membership topics included: The Richmond Food Security Society on the topic of the bringing the Fraser Harvest Box Program to Richmond. Richmond Children First provided an update on their 2011 project plan. Returning presenters included: the Communications Manager from the 2011 Census and Household Survey whose presentation prompted discussion on counting all residents of a community including those who are homeless, an update on the At Home / Chez Soi research project and an update regarding the Living Wage.
- Municipal All Candidates Meetings were held November 1st and 9th. The November 1st meeting was held for the Mayoral and Councillor candidates and was hosted in partnership with the Richmond Chamber of Commerce. The November 9th meeting was held for the School District candidates.
- The Financial Health Survey questions were reviewed and revised. The updated survey is now called the "Community Social Services Survey". The survey is referenced in the Service Development 2011 report. *See Appendix #1 for the full set of results.*

Technology:

- The RCSAC membership requested that efforts were made to utilize Canadian organizations when surveying members so that the information is captured and stored in Canada. As a result, research was done and the opportunity to post RCSAC surveys on the City of Richmond website was approved on a project by project basis. In 2011 The Community Social Services Survey was posted on the City of Richmond website.
- As a result of the review of the RCSAC website it was decided an update to the hosting of the site (a Canadian organization) and the website content is to be updated. This project was commenced in the fall of 2011 and will continue into 2012.

Financial

- 2011 RCSAC budget - a section for funds to be made available to the sub-committees in support the completion of their annual work plans was created. A process and form were created for sub-committees to access these funds.
- In June 2011 the sub-committees had not requested access to the funds allocated in the budget. As a result it was decided to take \$275 from each sub-committee's budget to put toward a website update project for the RCSAC website.

A 2011 financial report and proposed 2012 budget was drafted by the Treasurer and approved by the membership at the November AGM. Please refer to page 13 and 14 of this document for details regarding the 2011 financials and proposed 2012 budget.

The completed 2011 Work Plan, beginning on the next page, details the work of the RCSAC sub-committees. In particular the work plans outline the body of issues and concerns identified as relevant, the corresponding strategies / actions developed and the results of any actions undertaken.

Please note when reviewing the 2012 Work Plans, detailed on pages 21 to 28 that the sub-committee structure is under review and may be subject to change. Richmond City Council will be apprised of changes resulting from the committee structure review.



RCSAC | **Richmond Community Services
Advisory Committee**

2011 Annual Reports

RCSAC 2011 Report

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.

Strategy/Initiative	Actions/Steps	Expected Outcome of Actions	Indicator of Success	Lead/Sub-Committee (RCSAC Members)	Partners (Open to All Interested Parties)	Status & Date Achieved
Affordable Housing: Collaborate with City of Richmond Affordable Housing Coordinator and Community Services Department to identify, advance, and support to completion, housing projects and programs that meet the spectrum of affordable housing needs.						
a. Work collaboratively with Richmond housing organizations, the city AHC and affordable housing advocates to form a Housing Society in Richmond	<ul style="list-style-type: none"> Meet with AHC and other housing organizations to determine feasibility, leadership and scope of proposed society 	<ul style="list-style-type: none"> Coordinated and focused effort to address affordable housing in Richmond 	<ul style="list-style-type: none"> Housing Society formed 	<ul style="list-style-type: none"> Turning Point Recovery Society (TPRS); Chair: Brenda L. Plant Richmond Mental Health Consumers & Friends Society (RCFC) VCH Richmond – Susan Rechel & Belinda Boyd Richmond Poverty Response Committee (RPRC) Richmond Women's Resource Center (RWRC) Richmond Seniors Advisory Committee 	<ul style="list-style-type: none"> RCSAC members City Faith Housing Group RPRC: Affordable Housing Task Force Study Circles Affordable Housing Working Group St. Alban's 	<p>The RCSAC AH Committee worked with other community affordable housing groups to develop the Richmond Homelessness Coalition – Homes For All. Our first meeting was held in July 2011.</p> <p>The Coalition will provide opportunity to sustain a multi-sector partnership approach to: Respond to community identified needs and priorities, Engage stakeholders in opportunities to leverage resources, ideas, and the support required to generate action-oriented solutions to address and eliminate homelessness throughout the City, and Build community awareness and outreach efforts to promote learning, support, and knowledge sharing about the importance of the development of and access to affordable housing and appropriate community supports.</p> <p>The Coalition has conducted 2 visioning meetings with the group to discuss the Terms of Reference and overall strategic direction. It is anticipated that the Terms of Reference will be completed in January 2012.</p>

RCSAC 2011 Report

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.

Strategy/Initiative Affordable Housing continued	Actions/Steps	Expected Outcome of Actions	Indicator of Success	Lead/Sub-Cte (RCSAC Members)	Partners (Open to All Interested Parties)	Status & Date Achieved
b. Work collaboratively with Richmond housing organizations and advocates to craft regular communication, which highlights housing needs and projects, to city staff and council.	- Meet with representatives of RPRC AH and Faith Housing Group to review initiatives and develop a communication tool for joint submission to City staff and councillors about initiatives in Richmond	- Regular communication to city staff and council regarding affordable housing initiatives in Richmond	- Communication tool developed and implemented, City council and staff apprised regularly of ongoing initiatives and housing needs in Richmond	As above	As above	Communication Tools regarding the Affordable Housing Report and Richmond Homelessness Coalition are being developed and will be submitted to Council for review in the New Year.
c. Develop an overview of housing needs, projects and rationale for the need to be proactive in implementing affordable housing to use to inform city staff, council, corporate and community. Produce this overview in a power point presentation and hard copy package.	- Work with AHC, Community Services, and community partners to assemble information regarding housing continuum and needs in Richmond	- Materials will be available for use at presentations to city staff and council regarding AH in Richmond	- Power Point presentation and other informational materials completed and available for distribution to city staff, council and community at large	As above	As above	The Building Hope - Affordable Housing Forum (10-10) Report was completed and submitted to the City. The report documents the need for a continuum of housing opportunities and supports and is available on the RPRC web site.

RCSAC 2011 Report

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.

Strategy/Initiative Affordable Housing continued	Actions/Steps	Expected Outcome of Actions	Indicator of Success	Lead/Sub-Cte (RCSAC Members)	Partners (Open to All Interested Parties)	Status & Date Achieved
d. Propose a city website including content on the continuum of housing, how to access housing, FAQ's etc.	<ul style="list-style-type: none"> - Meet with AHC to identify updates required for the housing section on the city's web site. Work with city IT staff to implement recommended changes 	<ul style="list-style-type: none"> - Community will have immediate access to information regarding housing and housing services via the city web site - Increased community awareness of housing continuum in Richmond 	<ul style="list-style-type: none"> - Web site established with appropriate linkages to services and additional information 	As above	As above	The Richmond Homelessness Coalition has identified this as a priority area and will be creating a sub-group that will work to provide a centralized hub of resource information that can be distributed via a variety of sources in the community to include the City's web site.
e. Support and work collaboratively with AHC on the development of an Implementation Plan for Richmond's Affordable Housing Strategy	<ul style="list-style-type: none"> - Meet with AHC quarterly to discuss plan and affordable housing initiatives in progress 	<ul style="list-style-type: none"> - AH Working group will be aware of changes, revisions or developments regarding Affordable Housing Strategy and Implementation Plan 	<ul style="list-style-type: none"> - AHC presents quarterly updates to RCSAC Affordable Housing Working Group 	As above	As above	The AHC has reported monthly to the RCSAC AH Working group on updates, revisions and accomplishment of the City's AH Strategy. A presentation was made to the General RCSAC group in November 2011.

RCSAC 2011 Report

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.

Strategy/Initiative Affordable Housing continued	Actions/Steps	Expected Outcome of Actions	Indicator of Success	Lead/Sub-Cte (RCSAC Members)	Partners (Open to All Interested Parties)	Status & Date Achieved
f. Support and work collaboratively with Community Services on the implementation of the 10 yr. Social Planning Strategy and OCP mandates pertaining to affordable housing and other social planning initiatives	<ul style="list-style-type: none"> Meet with CS representative quarterly to discuss 	<ul style="list-style-type: none"> AH Working group will be aware of changes, revisions or developments regarding the OCP or Social Planning Strategy objectives as they relate to Affordable Housing 	<ul style="list-style-type: none"> CS representative presents quarterly updates to RCSAC Affordable Housing Working Group 	As above	As above	Community Services has reported regularly to the RCSAC AH Working Group on the Social Planning (SP) Strategy. Feedback has been solicited from the group and incorporated into the SP strategy.

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RCSAC 2011 Report

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.

Strategy/Initiative	Actions/Steps	Expected Outcome of Actions	Indicator of Success	Lead/Sub-Cte (RCSAC Members)	Partners (Open to All Interested Parties)	Status & Date Achieved
Youth: Identify opportunities to support integrated youth service delivery models that accommodate the health, social, and recreational needs of Richmond youth.						
"Continuum of service" – awareness, engagement, prevention, peer involvement, intervention, crisis services, support, follow-up and aftercare.						
A. Create a comprehensive online resource manual for Richmond youth to access community information, services, and support that will increase and promote their well-being, health and success.	1. Pilot/launch 'Youth in Richmond' information based FACEBOOK page! 2. Extend committee membership to other stakeholders – RSB, Youth Probation, MCFD, Roving Leaders, Child and Youth Mental Health, RYSA, public health nurse and other interested parties; recruitment of youth for sub committee 3. Solicit funding sources for in-kind support for page development and maintenance (RCSAC, corporate community, collaborative fund development)	Community information and resources will be made accessible to youth in Richmond across the continuum of care in web based access format.	<ul style="list-style-type: none">- Number of youth that access the resources (hits); online feedback- Number of financial and in-kind contributions from RCSAC members and broader community.- Involvement and feedback from community stakeholders	Touchstone Family Association (TFA): Carol Hardie Boys and Girls Club Delta/Richmond(B GCCS): Kristen Hamaoki Family Services of Greater Vancouver: Michelle Beech Richmond Addiction Services: Danny Taylor Chair City of Richmond-Roving Worker Team – Sunny Haer Youth Representative - TBA	Subcommittee members will take responsibility to complete RCSAC work plan. Community partners will be requested once page is launched	Summer, 2011 – intent was to practice with a 'mock up' version of site to be launched in fall, 2011. This goal has not been met to date. ***Deadline extended to 2012 workplan.
B. "Promote and profile new initiatives as needed".						
C. Modification to original vision of website development – replaced with a 'youth specific – information only' Richmond community FACEBOOK page.						

RCSAC 2011 Report

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.

Strategy/Initiative	Actions/Steps	Expected Outcome of Actions	Indicator of Success	Lead/Sub-Cte (RCSAC Members)	Partners (Open to All Interested Parties)	Status & Date Achieved
Addictions and Mental Health: To work in an advisory capacity to the City of Richmond on issues related to A&MH. To enhance the continuum of A&MH services in Richmond. To develop partnerships and identify funding sources for the implementation of A&MH working group's initiatives.						
a) To advocate for and support initiatives that provide for easy access to a comprehensive and appropriate range of services for individuals with addiction and mental health issues	- work with Community Services Dept., - City of Richmond and *Vancouver Coastal Health (VCH) on the development and implementation of programs and services for residents wanting to access A&MH services in Richmond	Community will know what services are available and how to access services along the A&MH continuum	An established range of services for A&MH that span the continuum of need as identified by Working Group and RICAS ¹ will be in place	Turning Point Recovery Society (TPRS): Brenda Plant – Chair Richmond Addiction Services Society (RASS): Rick Dubras VCH: Richmond Belinda Boyd, Susan Rechel, Lawrence Hoeschen RCMP, FSGV Touchstone, CHIMO, Heart of Richmond AIDS Society, Canadian Mental Health Association (CMHA)	- RCSAC members - City	Initiatives completed in this area: a. Supporting Families with Parental Mental Illness and Addictions Community groups for youth were implemented b. RASS operated the following: <ul style="list-style-type: none">Quarterly Community Education SeriesNational Addiction Awareness Week Event – About Face: De-stigmatizing Addiction in RichmondHockey Day in Richmond featuring Theo Fleury

¹ RICAS – Richmond Integrated Comprehensive Addiction Services: A project of VCH – Richmond Health Services, the mandate of RICAS was to develop and implement an integrated, comprehensive, collaborative and evidence-based, substance use and addiction system in Richmond that endorses a life stage approach; is gender and diversity sensitive, timely and accessible; and is backed up by an integrated client information system. RICAS was merged into the RCSAC Addictions and Mental Health Working Group in May 2009.

RCSAC 2011 Report

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.

Strategy/Initiative Addictions and Mental Health Cont.	Actions/Steps	Expected Outcome of Actions	Indicator of Success	Lead/Sub-Cte (RCSAC Members)	Partners (Open to All Interested Parties)	Status & Date Achieved
b) To support initiatives that seek to reduce barriers to treatment services	- work with community partners to deliver public information sessions about A&MH issues and services in the City of Richmond	Community will participate in a dialogue about addictions, including myths and misconceptions and treatment needs of these populations	A Study Circles project on A&MH developed in partnership with VCH and other community stakeholders will be scheduled	As above	As above	Funding was not secured for implementation of this initiative
c) To support and provide education and prevention initiatives	- work with VCH, RASS, CMHA and other community partners to develop and/or update existing educational materials on A&MH for public distribution	Opportunities will be readily available for the community to access information on A&MH	Presentation to RCSAC, city staff, council and community regarding A&MH; materials widely distributed in community and linked to city web site	As above	As above	a) Informational (pocket guide) brochure developed and distributed to health centers, hospital and other community access areas (to be completed in 01-12) b) Template developed for RCSAC web site to include information about A+MH and available services in Richmond c) Template developed for presentation (power point) guide on A+MH issues and available services
d) To make recommendations that inform the development of a City response pertaining to addiction and mental health services in Richmond	- collect and submit data and statistics regarding A&MH in Richmond to aid in the development of City responses pertaining to A&MH	The city will have established responses pertaining to A&MH services in Richmond	Responses will be posted on city web site with links to A&MH provider organizations	As above	As above	Pending completion of item 1 (c)

RCSAC 2011 Report



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.

Strategy/Initiative Addictions and Mental Health Cont.	Actions/Steps	Expected Outcome of Actions	Indicator of Success	Lead/Sub-Cte (RCSAC Members)	Partners (Open to All Interested Parties)	Status & Date Achieved
e) In conjunction with the RCSAC-Affordable Housing Sub Committee, City of Richmond Affordable Housing Coordinator (AHC), A&MH services providers and other Affordable Housing groups, ensure that the housing needs specific to this population are identified and supported	- work with AHC of the Community Services department and VCH to identify housing needs of A&MH population, develop continuum of housing and identify areas of greatest need	A&MH housing providers will know what opportunities are available in Richmond and how to access options	A&MH housing will be identified and accessible	As above	As above	A new women's residential support recovery facility was opened in Richmond An EOI was submitted and accepted in principal for the development of affordable and supportive housing units for individuals with A+MH Issues in Richmond. Housing opportunities for individuals with Acquired Brain Injury (working group developed) and for those still active in their addiction explored
f) To support the coordinated development of an integrated addictions and mental health service delivery plan for Richmond	- work with VCH, RASS and other community partners to identify service and delivery needs for A&MH population in Richmond	A service delivery plan will be developed and implemented	A status report regarding services and delivery will be presented to RCSAC	As above	As above	Work in this area is ongoing and being completed in conjunction with Richmond Health MH + Addiction Coordinating Committee

*For the purposes of this plan VCH refers to Vancouver Coastal Health Richmond and includes the Mental Health & Addictions Coordinating Committee (MH&ACC), and the Drug & Alcohol Resource Team (DART).

RCSAC 2011 Report




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.

Strategy/Initiative	Actions/Steps	Expected Outcome of Actions	Indicator of Success	Lead/Sub-Chair (RCSAC Members)	Partners (Open to All Interested Parties)	Status & Date Achieved
Service Development: Identify method of continually updating service needs for Richmond						
<p>a) In conjunction with City staff establish method for ongoing identification of service needs based on feedback of RCSAC members and the ongoing utilization of these services</p> <p>b) Strengthen links between RCSAC member agencies to increase the reach and capacity of all RCSAC member agencies</p> <p>c) Facilitation of knowledge transfer on processes, practices, and emerging issues</p>	<ul style="list-style-type: none"> Invite city staff to MLA forums Invite and engage with city staff to meetings of the RCSAC when member agencies are presenting on services Monthly reminders to members to utilize Communication tool to identify and communicate issues as they arise Update Mentor tool annually to build capacity of agencies to gain assistance and build skills to support clients Work with RCSAC Executive to allow member agencies to continue to present to RCSAC members on their agency mandate to share learning and best practice 	<ul style="list-style-type: none"> timely identification of needs and issues better informed planning an established list of who can mentor and who requires mentoring from which connections can be made new learning that expands capacity of agencies to meet growing demands for services 	<ul style="list-style-type: none"> provision of services that are reflective of changing community needs number of times the Communication Tool for Council was used 	<ul style="list-style-type: none"> Belinda Boyd – Chair, VCH Richmond Committee: Sandy McIntosh RCP Brenda Plant TPRS Jennifer Larsen Member at large 	<ul style="list-style-type: none"> RCSAC City 	<p>Administered member survey in August with results reported to the membership in September to determine current status of programs and services and where changes in funding have impacted those services (appendix 1).</p> <p></p> <p>RCSAC Community Social Services Web Site</p> <p>Communication tool reminder is on each meeting agenda</p> <p>Utilized 3 times (appendix 2,3 &4):</p> <p>RCCCY Youth Report, Domestic Violence Unit Operations and Supporting Families Living with Addictions</p> <p> RCSAC Communication Tool for Council</p>

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RCSAC 2011 Report

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.

Strategy/Initiative	Actions/Steps	Expected Outcome of Actions	Indicator of Success	Lead/Sub-Cte (RCSAC Members)	Partners (Open to All Interested Parties)	Status & Date Achieved
			<ul style="list-style-type: none"> - number of member agencies reporting that they gave or received mentoring in 2011 - number of general meetings at which a member agency presented 			<p> RCSAC AMH Supporting Families C</p> <p> RCSAC Communication Tool f</p> <p>- Mentorship tool was updated and administered in November 2011 Appendix #5</p> <p> RCSAC 2011 Mentoring Survey Res</p> <p>- 3 agency members presented to membership in 2011. Service development invited 2 external organizations to present at the RCSAC; Harvest Box Program (Arzeena Hamir) and Census & National Household Survey (Peter Liang, Communications Mgr.)</p>



RCSAC

Richmond Community Services
Advisory Committee

Membership and Budget Information

RCSAC Membership 2011

Organization	Representative(s)
Big Brothers of Greater Vancouver	Melissa Wilson
Boys and Girls Club Comm. Services of Vancouver	Sylvia Tremblay/John Thornburn
Canadian Mental Health Association (Richmond)	Dave MacDonald
CHIMO Crisis Services	Rebecca Avendano/Joan Cowderoy
City Appointee	Richard Lee
City Appointee	Hamid Ghanbari
City Liaison (Non-Voting Member)	Lesley Sherlock
Council Liaison (Non-Voting Member)	Linda Barnes
Developmental Disabilities Association	Danielle White /Donna Cain
Family Services of Greater Vancouver	Lisa Whittaker / Kareen Hudson
Heart of Richmond AIDS Society	Carol White
Individual Member	Jennifer Larsen
RCMP Richmond	Ronda Rempel
Richmond Addictions Services Society	Rick Dubras, Treasurer
Richmond Caring Place Society	Sandy McIntosh
Richmond Children First	Helen Davidson
Richmond Centre for Disability	Ella Huang
Richmond Family and Youth Court Committee	Gerry Browne/Sharon Nasdyak/MaryAnne Schulz
Richmond Family Place Society	Kim Winchell
Richmond Food Bank Society	Margaret Hewlett
Richmond Mental Health Consumer & Friends Society	Barb Bawlf
Richmond Multicultural Concerns Society	Parm Grewal/Michelle Luking
Richmond Poverty Response Committee	Lynda Brummitt
Richmond Seniors Advisory Committee	Corisande Percival-Smith
Richmond Society for Community Living	Janice Barr
Richmond Therapeutic Equestrian Society	Frances Clark
Richmond Women's Resource Centre	De Whalen/Florence Yau
Richmond Youth Service Agency	Marshall Thompson/Pam Khinda
Salvation Army (Richmond)	Brad Smith
S.U.C.C.E.S.S.	Francis Li
The Open Door Group	Dan Huang-Taylor
Touchstone Family Services	Judy Valsonis, Co-Chair
Turning Point Recovery Society	Brenda L. Plant, Co-Chair
Vancouver Coastal Health	Belinda Boyd
Volunteer Richmond Information Services	Elizabeth Specht /Jocelyn Wong / Muffet Chambers

RCSAC Financial Report and Statement 2010 as of November 10th, 2011

	2011 Budget - November 1 - November 30	New Budget	Actual 2011-03- 09	Actual 2011-05- 31	2011-09- 31	11/2/2011
		June 9 General Meeting				
Balance Brought Forward	7,455.84	7,455.84	7,455.84	7,455.84	7,455.84	7,455.84
Revenue						
City of Richmond	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00
Membership Dues	1,400.00	1,400.00	1,156.00	1,315.00	1,465.00	1,565.00
Bank Interest	10.00	10.00	0.18	4.55	8.57	9.42
Sponsorship	1,000.00	1,000.00	0	0.00		1,500.00
Total Revenue	20,865.84	20,865.84	19,612.02	19,775.39	19,929.41	21,530.26
Expenses						
Admin Assistant	10,000.00	10,000.00	3,032.15	5,195.63	\$5,621.77	\$6,637.95
Admin Expenses	700.00	700.00	369.87	1,081.73	1,559.20	1,698.65
Forums/Meetings	1,500.00	1,500.00	400	400.00	400.00	400.00
Website	500.00	1,600.00				
Volunteer Appreciation	400.00	400.00	0	0.00	0.00	0.00
All Candidates Meeting	3,000.00	3,000.00	0	0.00		896.00
Sub Committees of RCSAC:						
Housing:	1,275.00	1,000.00	0	0.00	0.00	1,000.00
Youth:	1,275.00	1,000.00	0	0.00	0.00	0.00
Mental Health and Addictions:	1,275.00	1,000.00	0	0.00	0.00	1,000.00
Service Development:	1,275.00	1,000.00	0	0.00	0.00	0.00
Total Expenses	21,200.00	21,200.00	3,802.02	6,677.36	7,580.97	11,632.60
Total Balance	-334.16	-334.16	15,810.00	13,098.03	12,348.44	9,897.66

Respectfully submitted,

Judy Valsonis, Co-Chair

Brenda L. Plant, Co-Chair

RCSAC Budget for December 2011 to December 2012

Projected Balance Brought Forward December 31, 2011	2012 Budget - January 1 - December 31 \$3,500.00
Revenue	
City of Richmond	\$11,000.00
Membership Dues	\$1,500.00
Bank Interest	\$10.00
Sponsorship	\$0.00
Total Revenue	\$16,010.00
Expenses	
Admin Assistant	\$10,000.00
Admin Expenses	\$500.00
Forums/Meetings	\$1,500.00
Website	\$1,000.00
Volunteer Appreciation	\$400.00
All Candidates Meeting	\$0
Sub Committees of RCSAC:	
Housing:	\$400.00
Youth:	\$400.00
Addictions and Mental Health	\$400.00
Service Development:	\$400.00
Richmond Children First	\$400.00
Total Expenses	\$15,400.00
Total Balance	\$610.00



RCSAC

**Richmond Community Services
Advisory Committee**

2012 Work Plans

Please note: when reviewing the 2012 Work Plans, detailed on pages 21 to 28 that the sub-committee structure is under review and may be subject to change. Richmond City Council will be apprised of changes resulting from the committee structure review.

RCSAC 2012 Work Plan

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.

Strategy/Initiative	Actions/Steps	Expected Outcome of Actions	Indicator of Success	Lead/Sub-Cte (RCSAC Members)	Partners (Open to All Interested Parties)	Status & Date Achieved
Affordable Housing: Collaborate with City of Richmond Affordable Housing Coordinator and Community Services Department to identify, advance, and support to completion, housing projects and programs that meet the spectrum of affordable housing needs.						
a) Work collaboratively with Richmond Homelessness Coalition – Homes for All (RHC) to identify and prioritize affordable and supportive housing initiatives in Richmond	<ul style="list-style-type: none"> - Work with RHC to determine scope of RHC - Identify priority areas and implement initiatives 	<p>Coordinated and focused effort to address affordable housing and related issues in Richmond</p> <p>The Coalition will provide opportunity to sustain a multi-sector partnership approach to:</p> <ul style="list-style-type: none"> Respond to community identified needs and priorities, Engage stakeholders in opportunities to leverage resources, ideas, and the support required to generate action-oriented solutions to address and eliminate homelessness throughout the City, and Build community awareness and outreach efforts to promote learning, support, and knowledge sharing about the importance of the development of and access to affordable housing and appropriate community supports. 	Terms of Reference for Richmond Homelessness Coalition – Homes for All completed	<p>Turning Point Recovery Society (TPRS); Chair: Brenda L. Plant</p> <p>City of Richmond Affordable Housing Coordinator – Dena Kae Beno</p> <p>Richmond Mental Health Consumers & Friends Society (RCFC)</p> <p>VCH Richmond – Belinda Boyd</p> <p>Richmond Poverty Response Committee (RPRC) – De Whalen</p> <p>RPRC Affordable Housing Task Force – Lynda Brummitt</p> <p>Richmond Seniors Advisory Committee – Aileen Cormack</p>	<ul style="list-style-type: none"> - RCSAC members - City of Richmond - Faith Housing Group - RPRC; Affordable Housing Task Force - Study Circles Affordable Housing Working Group - St. Alban's 	

RCSAC 2012 Work Plan

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.

Strategy/Initiative Affordable Housing Cont.	Actions/Steps	Expected Outcome of Actions	Indicator of Success	Lead/Sub-Cte (RCSAC Members)	Prospective Partners	Status & Date Achieved
b) Work collaboratively with Richmond housing organizations and advocates to craft regular communication, which highlights housing needs and projects, to city staff and council.	<ul style="list-style-type: none"> Work with RHC to review initiatives and develop a communication tool for joint submission to City staff and councillors about initiatives in Richmond 	<ul style="list-style-type: none"> Regular communication to city staff and council regarding affordable housing initiatives in Richmond 	<ul style="list-style-type: none"> Communication tool developed and implemented, City council and staff apprised regularly of ongoing initiatives and housing needs in Richmond 	As above	As above	
c) Develop a report of housing needs and current projects. Provide rationale for a proactive approach to implementing affordable housing. Use report to inform city staff, council, corporate and community.	<ul style="list-style-type: none"> Work with AHC, RHC, Community Services, and community partners to assemble information regarding housing continuum and needs in Richmond 	<ul style="list-style-type: none"> Materials will be available for use at presentations to city staff and council regarding AH in Richmond 	<ul style="list-style-type: none"> Power Point presentation and other informational materials completed and available for distribution to city staff, council and community at large 	As above	As above	
d) Propose a page on the city website including content on the continuum of housing, how to access housing, FAQ's etc.	<ul style="list-style-type: none"> Meet with AHC to identify updates required for the housing section on the city's web site. Work with city IT staff to implement recommended changes 	<ul style="list-style-type: none"> Community will have immediate access to information regarding housing and housing services via the city web site Increased community awareness of housing continuum in Richmond 	<ul style="list-style-type: none"> Web site established with appropriate linkages to services and additional information 	As above	As above	

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RCSAC 2012 Work Plan

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.

Strategy/Initiative Affordable Housing Cont.	Actions/Steps	Expected Outcome of Actions	Indicator of Success	Lead/Sub-Cte (RCSAC Members)	Prospective Partners	Status & Date Achieved
e) Support and work collaboratively with AHC on the development of an Implementation Plan for Richmond's Affordable Housing Strategy	<ul style="list-style-type: none"> Meet with AHC quarterly to discuss plan and affordable housing initiatives in progress 	<ul style="list-style-type: none"> AH Working group will be aware of changes, revisions or developments regarding Affordable Housing Strategy and Implementation Plan 	<ul style="list-style-type: none"> AHC presents quarterly updates to RCSAC Affordable Housing Working Group 	As above	As above	

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RCSAC 2012 Work Plan

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.

Strategy/Initiative	Actions/Steps	Expected Outcome of Actions	Indicator of Success	Lead/Sub-Cte (RCSAC Members)	Partners (Open to All Interested Parties)	Status & Date Achieved
Addictions and Mental Health: To work in an advisory capacity to the City of Richmond on issues related to A&MH. To enhance the continuum of A&MH services in Richmond. To develop partnerships and identify funding sources for the implementation of A&MH working group's initiatives.						
a) To advocate for and support initiatives that provide for easy access to a comprehensive and appropriate range of services for individuals with addiction and mental health issues	<ul style="list-style-type: none"> work with Community Services Dep't, - City of Richmond and *Vancouver Coastal Health (VCH) on the development and implementation of programs and services for residents wanting to access A&MH services in Richmond 	Community will know what services are available and how to access services along the A&MH continuum	An established range of services for A&MH that span the continuum of need as identified by Working Group and RICAS ² will be in place	Turning Point Recovery Society (TPRS): Brenda Plant – Chair Richmond Addiction Services Society (RASS): Rick Dubras VCH: Richmond Belinda Boyd, Natalie McCarthy RCMP FSGV Touchstone, CHIMO, Heart of Richmond AIDS Society, Canadian Mental Health Association (CMHA)	<ul style="list-style-type: none"> RCSAC members City 	

PLN 415

² RICAS – Richmond Integrated Comprehensive Addiction Services: A project of VCH – Richmond Health Services, the mandate of RICAS was to develop and implement an integrated, comprehensive, collaborative and evidence-based, substance use and addiction system in Richmond that endorses a life stage approach; is gender and diversity sensitive, timely and accessible; and is backed up by an integrated client information system. RICAS was merged into the RCSAC Addictions and Mental Health Working Group in May 2009.

RCSAC 2012 Work Plan

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.

Strategy/Initiative Addictions and Mental Health Cont.	Actions/Steps	Expected Outcome of Actions	Indicator of Success	Lead/Sub-C'te (RCSAC Members)	Partners (Open to All Interested Parties)	Status & Date Achieved
b) To support initiatives that seek to reduce barriers to treatment services	<ul style="list-style-type: none"> work with community partners to deliver public information sessions about A&MH issues and services in the City of Richmond 	Community will participate in a dialogue about addictions, including myths and misconceptions and treatment needs of people with addictions and mental illness	A Study Circles project on A&MH developed in partnership with VCH and other community stakeholders will be scheduled	As above	As above	
c) To support prevention initiatives and provide education	<ul style="list-style-type: none"> work with VCH, RASS, CMHA and other community partners to develop and/or update existing educational materials on A&MH for public distribution 	Opportunities will be readily available for the community to access information on A&MH	Presentation to RCSAC, city staff, council and community regarding A&MH; materials widely distributed in community and linked to city web site	As above	As above	
d) To make recommendations that inform the development of a City response pertaining to addiction and mental health services in Richmond	<ul style="list-style-type: none"> collect and submit data and statistics regarding A&MH in Richmond to aid in the development of City responses pertaining to A&MH 	The city will have established responses pertaining to A&MH services in Richmond	Responses will be posted on city web site with links to A&MH provider organizations	As above	As above	

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e) To support the coordinated development of an integrated addictions and mental health service delivery plan for Richmond	<ul style="list-style-type: none"> work with VCH, RASS and other community partners to identify service and delivery needs for A&MH population in Richmond 	A service delivery plan will be developed and implemented	A status report regarding services and delivery plan will be presented to RCSAC	As above	As above
f) In conjunction with the RCSAC-Affordable Housing Sub Committee, City of Richmond Affordable Housing Coordinator (AHC), A&MH services providers and other Affordable Housing groups, ensure that the housing needs specific to this population are identified and supported	<ul style="list-style-type: none"> work with AHC of the Community Services dep't and VCH to identify housing needs of A&MH population, develop continuum of housing and identify areas of greatest need 	A&MH housing providers will know what opportunities are available in Richmond and how to access options	A&MH housing will be identified and accessible	As above	As above

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* For the purposes of this plan VCH refers to Vancouver Coastal Health Richmond and includes the Mental Health & Addictions Coordinating Committee (MH&ACC)

RICAS – Richmond Integrated Comprehensive Addiction Services: A project of VCH – Richmond Health Services, the mandate of RICAS was to develop and implement an integrated, comprehensive, collaborative and evidence-based, substance use and addiction system in Richmond that endorses a life stage approach; is gender and diversity sensitive, timely and accessible; and is backed up by an integrated client information system. RICAS was merged into the RCSAC Addictions and Mental Health Working Group in May 2009.

RCSAC 2012 Work Plan

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.

Strategy/Initiative	Actions/Steps	Expected Outcome of Actions	Indicator of Success	Lead/Sub-Cte (RCSAC Members)	Prospective Partners	Status & Date Achieved
Youth: Identify opportunities to support integrated youth service delivery models that accommodate the health, social, and recreational needs of Richmond youth.						
A. Create a comprehensive online resource manual for Richmond youth to access community information, services, and support that will increase and promote their well-being, health and success.	1. Pilot/launch 'Youth in Richmond' information based FACEBOOK page! 2. Extend committee membership to other stakeholders – RSB, Youth Probation, MCFD, Roving Leaders, Child and Youth Mental Health, RYSA, public health nurse and other interested parties; recruitment of youth for sub committee 3. Solicit funding sources for in-kind support for page development and maintenance (RCSAC, corporate community, collaborative fund development)	- Community information and resources will be made accessible to youth in Richmond across the continuum of care in web based access format.	- Number of youth that access the resources (hits); online feedback - Number of financial and in-kind contributions from RCSAC members and broader community. - Involvement and feedback from community stakeholders	Richmond Addition Services (RASS): Danny Taylor: Chair Touchstone Family Association (TFA): Carol Hardie Boys and Girls Club Delta/Richmond(BGCCS): Kristen Hamaoki Family Services of Greater Vancouver: Michelle Beech City of Richmond-Roving Worker Team – Sunny Haer (TBD) Youth Representative – (TBA)	Subcommittee members will take responsibility to complete RCSAC work plan. Community partners will be requested once page is launched.	"Summer, 2011 – intent was to practice with a 'mock up' version of site to be launched in fall, 2011. This goal has not been met to date." Deadline extended to 2012 work plan. Meeting scheduled for December 2011 to confirm 2012 work plan.
B. Promote and profile new initiatives to the RCSAC as needed.						
C. Modification to original vision of website development – replaced with a 'youth specific – information only' Richmond community FACEBOOK page.	a. Provide 'letter of intent' to RCSAC for funding. 4. Propose partnership with Richmond community secondary and post-secondary schools – FACEBOOK page. 5. Promotion of resource to youth in community via RCSAC membership as well as local media outlets, community centers, high schools, non-profits, and others; 6. Provide program information to the RCSAC membership.					

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RCSAC 2012 Work Plan

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.

Strategy/Initiative	Actions/Steps	Expected Outcome of Actions	Indicator of Success	Lead/Sub-Cte (RCSAC Members)	Partners (Open to All Interested Parties)	Status & Date Achieved
Service Development: Identify method of continually updating service needs for Richmond						
<p>a) In conjunction with City staff establish method for ongoing identification of service needs based on feedback of RCSAC members and the ongoing utilization of these services</p> <p>b) Strengthen links between RCSAC member agencies to increase the reach and capacity of all RCSAC member agencies</p> <p>c) Facilitation of knowledge transfer on processes, practices, and emerging issues</p>	<ul style="list-style-type: none"> - Invite city staff to meetings of the RCSAC when member agencies are presenting on services - Update and administer RCSAC Community Social Services Survey to gather data on impact (gains or losses) of services to Richmond - Develop a mechanism to track and summarize financial gains / losses in program funding experienced by member agencies in the form of a graphic, like a scale that could be posted on the RCSAC website for agencies and Council to view. - Monthly reminders to members to utilize Communication tool to identify and communicate issues as they arise - Update Mentor tool annually to build capacity of agencies to gain assistance and build skills to support clients - Work with RCSAC Executive to ensure member agencies continue to present to RCSAC members on their agency mandate to share learning and best practice 	<ul style="list-style-type: none"> - timely identification of needs and issues - better informed planning - an established list of who can mentor and who requires mentoring from which connections can be made - new learning that expands capacity of agencies to meet growing demands for services 	<ul style="list-style-type: none"> - provision of services that are reflective of changing community needs - number of times the Communication Tool for Council was used - a tool that can easily reflect gains and losses of funding and related services to the community of Richmond - number of member agencies reporting that they gave or received mentoring in 2012 - number of general meetings at which a member agency presented 	<ul style="list-style-type: none"> - Belinda Boyd – Chair, VCH Richmond - Committee: - Sandy McIntosh RCP - Brenda Plant TPRS 	<ul style="list-style-type: none"> - RCSAC - City 	



RCSAC

**Richmond Community Services
Advisory Committee**

Appendices

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Appendix #1



RCSAC | **Richmond Community Services
Advisory Committee**

Community Social Services Survey Report 2011

Introduction:

A Financial Health Survey was first circulated to the RCSAC membership in November 2009. Responses were collected and the data was summarized and included in the RCSAC's 2009 and 2010 Annual Report (1st and 2nd rounds of survey).

The third round of this survey included a re-design of the questions, the survey host and the title. Called the Financial Health Status Report in the past, the redesigned survey was re-named "The Community Social Services Survey". The survey maintained a focus on assessing general financial trends among member agencies, but also added services provision and funding sources. The responses to this survey constitute an important body of information that will be included in the RCSAC's annual report for 2011. In addition, this information has been requested by the committee's Council Liaison and is an important measure of relative social service health in Richmond. This report provides a summary of the results of the third round of the Financial Health Survey (now called the Community Social Services Survey). The results have been formatted to respond to 3 key questions from the committee's Council Liaison:

- What can we expect from changes in funding that have occurred?
- What changes will occur in the community as a result?
- What are the forecasted needs of the community based on the financial changes?

Process:

Information for this report was gathered through an on-line survey open to the member agencies of the RCSAC. An opportunity to host the survey on the City of Richmond's website allowed the survey response information to remain in Canada (a request of the member agencies). The survey was completed anonymously to maintain the confidentiality of the agency reporting their financial information. Respondents were asked to complete the survey by August 2011.

Survey Results:

The RCSAC is comprised of 31 member agencies, a City Staff Liaison, a City Council Representative and 2 Members at Large. A review of the membership determined that 25 of the member agencies would have relevant information to report that would be meaningful to the City of Richmond.

Of the 25 member agencies, 15 member agencies responded to the survey which is a 60% response rate. The results of the 15 member agencies are documented in this report.

Overall Survey Information		
Total Agencies	Total Responses	% Response
25	15	60.00%

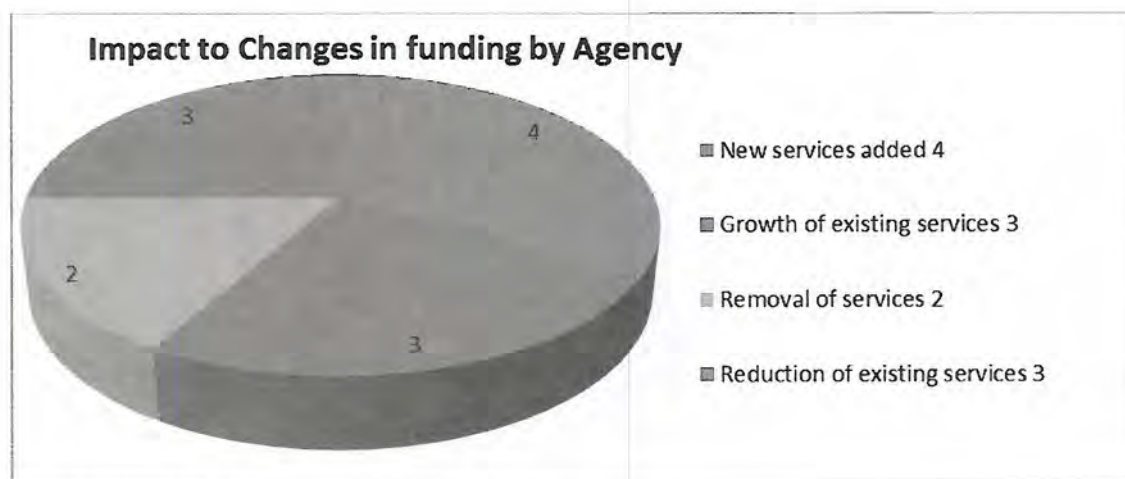
Survey Question Results
FUNDING

1 Has there been a change in your funding that will impact direct services to the community?

Response Options	Response Percent	Response Count
Yes	53%	8
No	47%	7
Answered question		15
Skipped question		0

2 If you answered yes to the previous question what was the impact?

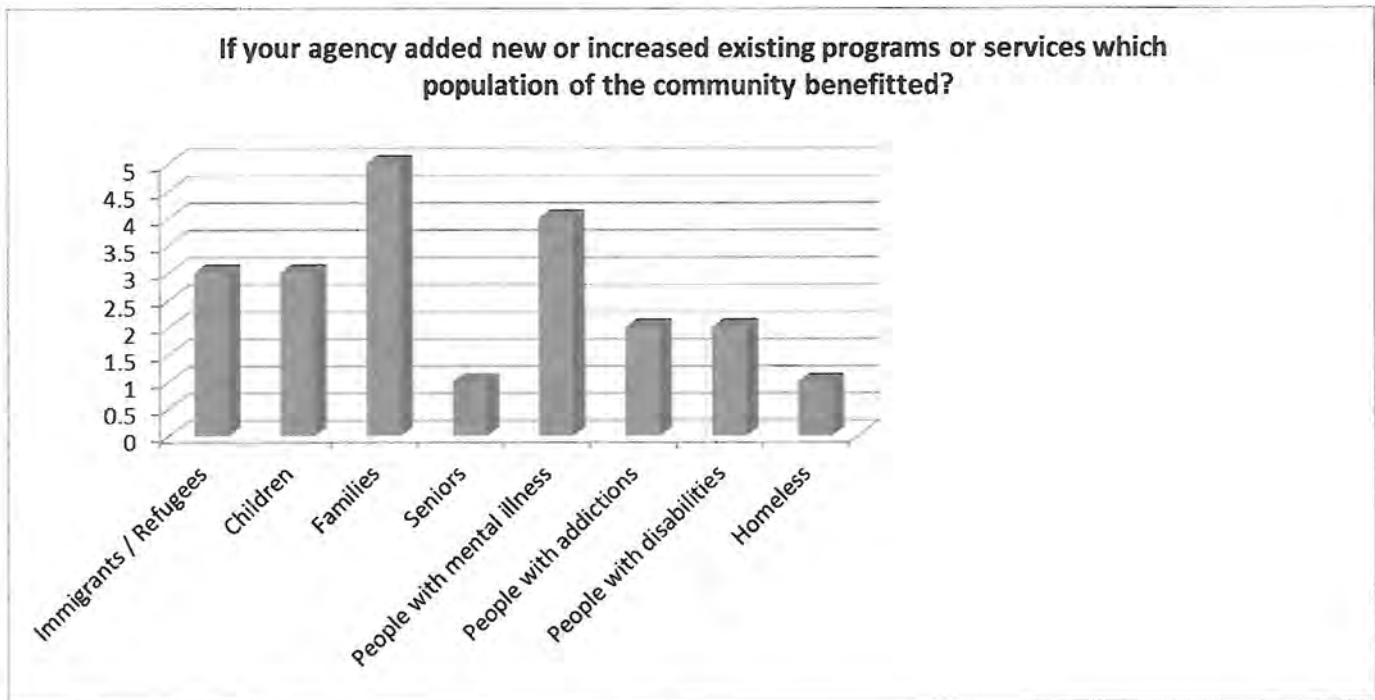
Response Options	Response Count
New services added	4
Growth of existing services	3
Removal of services	2
Reduction of existing services	3
Answered question	7
Skipped question	8



Comments
There will be a reduction of 15 supported housing units while tenants move out. They will be transferred to another service to provide support to those who need more clinical services.
No annual funding for one program
We have received funding to serve some new people but the amount is not equal to the demand. Therefore, many children and adults have not received any service or have had their service reduced.

3 If your agency added new or increased existing programs or services which population of the community benefitted?

Response Options	Response Count
Immigrants / Refugees	3
Children	3
Families	5
Seniors	1
People with mental illness	4
People with addictions	2
People with disabilities	2
Homeless	1
Answered question	9
Skipped question	6

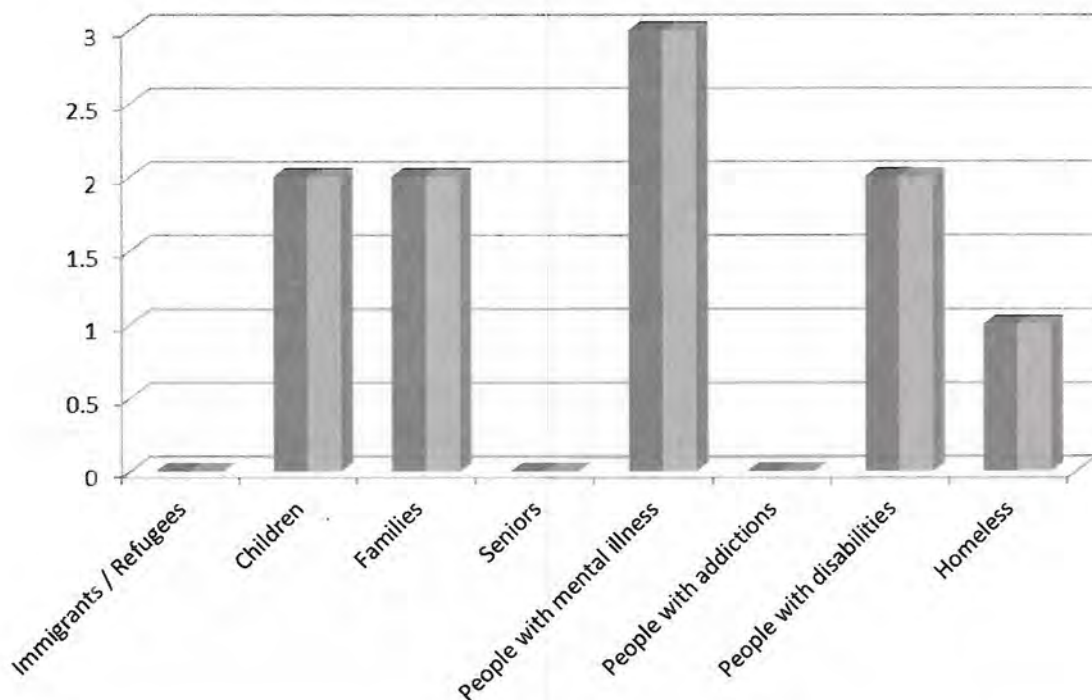


Comments
We fundraised money to offer open access/barrier free counselling to families in need.
Youth, and at risk or hard to employ individuals

4. If your agency removed or reduced all or part of existing programs or services 'for funding related reasons' which population of the community was affected?

Response Options	Response Count
Immigrants / Refugees	0
Children	2
Families	2
Seniors	0
People with mental illness	3
People with addictions	0
People with disabilities	2
Homeless	1
Answered question	6
Skipped question	9

If your agency removed or reduced all or part of existing programs or services 'for funding related reasons' which population of the community was affected?



GROWTH OF SERVICES

1. In the upcoming year is your agency planning for an increased demand for services?

Response Options	Response Percent	Response Count
Yes	93%	14
No	7%	1
	Answered question	15
	Skipped question	0

2 If you answered yes to the previous question what is your agency planning regarding increased services?

Response Options	Response Count
Implementing completely new programs	4
Adding staff to support existing programs	3
Acquiring additional space for programs or services	3
Establishing waitlists	5
Decreasing services to one client service group to accommodate increased demand by another client service group	3
Answered question	10
Skipped question	5

Comments
demand is increasing, but facility and staffing remain the same
When we increase our presence in the community the community who are in need, ask for more services. We are building relationships to help support an increase in demand but we may have to have a waitlist if new funding cannot be found to support the increase in demand. At this point, we are not sure whether this will happen or not.
Reorganizing program to gain increased efficiency to add to program capacity
We are taking more practicum students in order to continue to provide the much needed service to children and families.

PROVINCIAL ECONOMIC ENVIRONMENT

1. In the current provincial economic environment what has been the greatest impact to your agency?

Response Options	Response Count
Direct cuts to funding	6
Additional funding to programs or services	3
The need to work with community partners to leverage funding	6
The need to lobby the provincial government more often	8
The need to lobby the city for increased funding support	4
The need to seek other funding sources such as grants	11
The need to increase fundraising activities	9
The need to shift resources from one client service group to another based on changing provincial priorities	3
Answered question	14
Skipped question	1

Comments

The business transformation of the employment services in BC see us going from over 400 contracts to just over 70, and from individualized service for specific populations to a one-stop shop model with services for all under one roof.

Depending on the success of our contract bids, or those of our partners, we may or may not be in business come April 1 2012.

NEED FOR SUPPORT

1. In the upcoming calendar year, will your agency be requesting any of the following?

Response Options	Response Count
Funding for new programs or services	11
Space to run programs or services	5
Additional staff to support programs or services	8
Tools or equipment to support the running of programs or services	5
Answered question	13
Skipped question	2

2. If you will be requesting support who will you approach?

Response Options	Response Count
Local government (City of Richmond)	7
Provincial government	11
Federal government	8
United Way	4
Foundation or other grants	13
<i>Answered question</i>	14
<i>Skipped question</i>	1

Comments
n/a

Appendix #2



RCSAC | Richmond Community Services Advisory Committee

To: Mayor Brodie and Councillors

From: Judy Valsonis and Brenda Plant, Co-Chairs, RCSAC

CC: Lesley Sherlock and John Foster

Date: December 3, 2010

Re: Domestic Violence Unit Operations

Issue	Potential impact	Agency or individuals affected	Suggested action
<p>The current status of the Family Violence Unit (FVU) Domestic Violence Unit (DVU) program was discussed at the RCSAC General meeting, October 14, 2010. There was concern expressed that the current status does not reflect the intended model of service delivery. RCSAC members value the service that the intended Richmond DVU model could provide families impacted by domestic violence and wish to ensure the service provided continues to support individuals and their families.</p> <p>History: Our understanding is that in 2006 the Richmond RCMP dedicated a position to Domestic Violence, in February 2007 established the Family Violence Unit and issued a call for proposals from the community for a community partner. Family Services of Greater Vancouver was chosen by the</p>	<p>The Richmond RCMP has continued to dedicate resources to family violence which is positive. Various evaluations and research projects have indicated that dedication of police resources has the following outcomes:</p> <ul style="list-style-type: none"> Brings consistency to investigations of incidents of family violence "Provides support for general duty members to improve the effectiveness of police response to family violence calls" <p>The co-located model (community worker/police) of delivery has been well researched and has proven to:</p> <ul style="list-style-type: none"> Increase the likelihood of successful prosecution of family violence cases in the justice system Increase safety for women who have experienced family violence Facilitate connections for victims with other service providers to meet the range of needs that are part of successful client outcomes Increase positive psychosocial outcomes for victims of domestic violence <p>Coordinated responses and co-located approaches also</p>	<p>Individuals affected: Victims of Domestic Violence</p> <p>Agencies affected: Richmond RCMP</p> <p>Family Services of Greater Vancouver Counsellors</p>	<p>Collaboration through co-location is integral to providing for the needs of vulnerable individuals and their families.</p> <p>The RCSAC believes that communities working together can make a significant difference in securing the safety of vulnerable women and children. We are hopeful that the Richmond DVU services will continue to operate as co-located RCMP and counselling DVU services in Richmond.</p>

Issue	Potential impact	Agency or individuals affected	Suggested action
<p>RCMP as the community agency partner and the partnership was established formally in July 2007. Family Services of Greater Vancouver secured funding for the victim support worker/counsellor position and in August 2007, this position joined the Family Violence Unit. This position was co-located in the Richmond RCMP detachment with the dedicated RCMP member. This proactive and progressive co-located partnership was based on similar approaches that exist in other jurisdictions such as Vancouver and New Westminster. The Capital Regional District (Victoria) has since established a similar model, as has Abbotsford.</p>	<p>help victims of family violence access the multiple services that assist them to move forward in building lives for themselves and their children that are free of violence. This may include navigation support for financial assistance, housing supports, counselling for themselves and their children, health care, education /employment services, childcare, custody and access as well as the supports required related to criminal proceedings.</p>		

PLN - 430

Appendix #3



To: Mayor Brodie and Councillors

From: Judy Valsonis and Brenda Plant, Co-Chairs, RCSAC

CC: Lesley Sherlock and John Foster

Date: December 22, 2010

Re: RCCCY Youth Project

Issue	Potential impact	Agency or individuals affected	Suggested action
<p>1. Making Richmond community based services more Youth Friendly</p> <p>2. History: Richmond Collaborative Committee for Children and Youth (RCCCY) came together in 2007 from the Child and Youth Mental Health (CYMH) group and in 2009 commissioned a report to complete an environmental scan focusing on gaps in services for youth.</p>	<p>Filling the gaps between service providers who are serving youth in Richmond. Increasing service provider's ability to reach 'hard to reach youth'.</p> <p>More youth accessing community services building resiliency and reducing substance use, crime, gang involvement and youth slipping through the cracks of our community based services.</p>	<p>All Youth based service providers and 'hard to reach' or 'vulnerable' youth.</p>	<p>That this information be presented to the RCSAC (which it was) and to make Richmond City Council aware for general information purposes.</p> <p>RCCCY will forward executive summary and full report to John Foster and Lesley Sherlock for their information.</p>

Appendix #4



To: Mayor Brodie and Councillors

From: Brenda Plant and Judy Valsonis, Co-Chairs, RCSAC

Date: March 21, 2011

Re: RCSAC Addictions and Mental Health Working Group – Supporting Families Initiative

Issue	Potential impact	Agency or individuals affected	Suggested action
<p>History: A key initiative of the RCSAC Addictions and Mental Health Working Group's 2010 Work Plan included advocacy and support for initiatives to provide easy access to comprehensive and appropriate services for individuals with addiction and mental health issues.</p> <p>Inherent in this goal was ensuring that adequate services are in place for families needing support with addictions issues. To determine the types of services needed, the Working Group held a series of community consultations in January and February 2010.</p> <p>Feedback gathered will inform the development of specific services and programs to support families in building their capacity and ability to manage their responsibilities and strengthen their families</p>	<p>Providing relevant services and programs to Richmond families impacted by the alcohol or drug use/misuse of a family member.</p>	<p>Individuals with substance use/misuse issues Parents, children and their extended families impacted by addiction Community organizations servicing this population:</p> <ul style="list-style-type: none"> Richmond Addiction Services Society Turning Point Recovery Society Vancouver Coastal Health Richmond - Transitions Canadian Mental Health Association - Pathways Ministry of Children and Family Development RCMP Touchstone Family Association CHIMO Crisis Services 	<p>*This information is being provided to Richmond City Council for information and awareness of the community need to further support vulnerable citizens most especially children and families that are impacted by addiction.</p>

*Supporting documentation: (1) Supporting Families with Addictions Concerns Report on Community Consultations; (2) Supporting Families with Addictions Concerns Programs Summary

Appendix #5



RCSAC | Richmond Community Services Advisory Committee

Agency Mentoring Survey Results

SECTION I

The RCSAC members below are those **who requested assistance in an area**. This list is for the internal use of the RCSAC only.

Area of Focus	Agency	Contact Person
1. Board Development & Governance	RWRC	Florence Yau
	RASS	Rick Dubras
	HORAS	Carol White
	RCFC	Barb Bawlf
	RYSA	Pam Khinda
2. Strategic Planning	RWRC	Florence Yau
	RCFC	Barb Bawlf
	RYSA	Pam Khinda
3. Fundraising (Enterprising, Ongoing or Event)	RWRC	Florence Yau
	RASS	Rick Dubras
	HORAS	Carol White
	RCFC	Barb Bawlf
	RFBS	Gary Lake
	RYSA	Pam Khinda
4. Fund Development (Grant Writing	RASS	Rick Dubras
	HORAS	Carol White
	RYSA	Pam Khinda

SECTION I Continued

Area of Focus	Agency	Contact Person
5. Risk Management (Policy Development, Liability, Facility or Staff Safety)	RCD	Ella Huang
	HORAS	Carol White
	RCFC	Barb Bawlf
6. Volunteer Development and Management	RWRC	Florence Yau
	RASS	Rick Dubras
7. Financial Management and Planning		

SECTION II

The RCSAC members below are those who indicated they or their organization has expertise in an area. Agencies with an asterisk* indicated they are willing to provide support to another agency/individual. Agencies with (3) asterisks*** indicated they are available to make a presentation. This list is for the internal use of the RCSAC only.

Area of Focus	Agency	Contact Person
1. Board Development & Governance	*RFBS	Gary Lake
	*CMHA-RMD	Dave MacDonald
	*RSCL	Janice Barr
	***SUCCESS	Thomas Tam
2. Strategic Planning	RCD	Ella Huang
	HORAS	Carol White
	RFBS	Gary Lake
	*RSCL	Janice Barr
	***SUCCESS	Thomas Tam
3. Fundraising (Enterprising, Ongoing or Event)	RCD	Ella Huang
	***SUCCESS	Thomas Tam

SECTION II Continued

Area of Focus	Agency	Contact Person
4. Fund Development (Grant Writing	RWRC	Florence Yau
	RCFC	Barb Bawlf
	SUCCESS	Thomas Tam
5. Risk Management (Policy Development, Liability, Facility or Staff Safety)	SUCCESS	Thomas Tam
6. Volunteer Development and Management	RCD	Ella Huang
	HORAS	Carol White
	RCFC	Barb Bawlf
	RFBS	Gary Lake
	*RYSA	Pam Khinda
	***SUCCESS	Thomas Tam
7. Financial Management and Planning	RWRC	Florence Yau
	HORAS	Carol White
	RCFC	Barb Bawlf
	*RFBS	Gary Lake
	***SUCCESS	Thomas Tam

SECTION III**Have you used services before?**

All respondents selected NO.

Additional specialties that could be added to the survey in the future:

RSCL: Human Resources, Contract Management, Program Evaluation

HORAS: Staffing and HR Policies

RCFC: Conflict Resolution with staff

RCF: working in partnerships, collaborations

RFBS: communications/advocacy

SECTION IV

Contact Information:

CMHA-Rd, Dave MacDonald	E: dave.macdonald@cmha.bc.ca T: 604 276 8834
HORAS, Carol White	E: carol@heartofrichmond.com T: 604 277-5137
RASS, Rick Dubras	E: rick@richmondaddictions.ca T: 604 270 9224
RCFC, Barb Bawlf	E: barbara.bawlf@vch.ca T: 604 214 9709
RCD, Ella Huang	E: ella@rcdrichmond.org T: 604 232 2404
RCF, Helen Davidson	E: helendavidson@shaw.ca T: 604 241 4035
RFBS, Gary Lake	E: glake0606@gmail.com T: 604 271 - 5609
RSCL, Janice Barr	E: jbarr@rscl.org T: 604 279 7043
RWRC, Florence Yau	E: coordinator@richmondwomenscentre.bc.ca T: 604 279 7060
RYSA, Pam Khinda	E: pam.khinda@rysa.bc.ca T: Tel: 604-271-7600, 123
SUCCESS, Thomas Tam	E: fctam@success.bc.ca T: 604 279 7184



City of Richmond

Report to Committee

To: Planning Committee
From: Cathryn Volkering Carlile
General Manager - Community Services
Re: **Child Care Development Advisory Committee
2011 Annual Report and 2012 Work Program**

Date: December 13, 2011

File:

Staff Recommendation

That, as per the General Manager of Community Services' report dated December 13, 2011, "Child Care Development Advisory Committee: 2011 Annual Report and 2012 Work Program", the Child Care Development Advisory Committee 2012 Work Program be approved.

Cathryn Volkering Carlile
General Manager - Community Services

Att. 1

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ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Development Applications	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
REVIEWED BY TAG	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	REVIEWED BY CAO	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

Staff Report

Origin

The mandate of the Child Care Development Advisory Committee (CCDAC) is to provide Council with advice regarding the development of quality, affordable and accessible child care in Richmond.

This report presents the CCDAC 2011 Annual Report and proposed 2012 Work Program (**Attachment 1**), which supports the following 2008 – 2011 Council Term Goal.

Improve the effectiveness of the delivery of social services in the City through the development and implementation of a Social and Community Service Strategy that includes:

- *clearly articulated roles and services for the City, and a viable funding strategy*
- *the development and implementation of an effective lobbying strategy in partnership with community groups that targets the Province for funding for social service needs*
- *facilitation/development of an effective cross-service network that includes both intergovernmental and community agencies supporting/working together cooperatively*
- *facilitation of leadership mentoring between groups to make them more effective.*

Analysis

The CCDAC Mission Statement is:

“As Council directs and as resources are provided, the Child Care Development Advisory Committee (CCDAC) provides Council with advice (e.g., information, options, analysis, recommendations), regarding the planning, development, support and promotion of a range of quality, affordable and accessible child care in the City of Richmond.”

The goal of the CCDAC is to assist Council in planning for and supporting quality child care in Richmond.

The CCDAC 2011 Annual Report and proposed 2012 Work Program are found in **Attachment 1**.

1. 2011 Annual Report

In 2011, CCDAC members participated in a range of undertakings to advance child care in Richmond, including recommending Child Care Grant allocations; monitoring the implementation of full day kindergarten; and submitting letters to Council providing advice regarding Child Care Grants for non-capital expenses, a City Child Care Coordinator staff position, and the “Community Plan for a Public System of Integrated Early Care and Learning”.

Meeting attendance and participation has been strong in 2011, and staff anticipate that this trend will continue in 2012.

2. Proposed 2012 Work Program

In 2012, CCDAC will give priority to advising City Staff and Council regarding the Official Community Plan and the Social Planning Strategy; participating in City planning processes, including providing advice regarding childcare hub models; advocating for the establishment of a childcare coordinator position; and undertaking May is Childcare Month activities, including a display proposed for the City Hall Atrium.

City staff will support the CCDAC 2012 Work Program as City policies, work programs, staff time and resources permit.

CCDAC submitted an additional level request to fund the childcare coordinator position. This request was reviewed by senior staff but was not deemed high priority in comparison with other funding requests. Council will be presented with all additional level requests as part of the 2012 budget process.

CCDAC currently receives an annual operating budget of \$5,000. CCDAC is requesting an increase of \$2,000 due to increased secretarial costs (\$1,000) and advertising for Childcare Month activities (\$1,000), as follows:

Projected expenses for 2012:

Meetings and Miscellaneous Expenses	\$3,000
Forums and Conventions	\$2,000
Childcare Month Expenses	<u>\$2,000</u>
Total:	\$7,000

For 2012, CCDAC is requesting an operating budget of \$7,000. Staff do not recommend increasing the budget to maintain consistency with other advisory committees that are not requesting increases, and to minimize overall operating budget increases.

Financial Impact

There is no financial impact at this time. CCDAC currently receives an annual operating budget of \$5,000.

Conclusion

CCDAC members are devoted to improving the availability and accessibility of quality child care in Richmond. In the coming year, CCDAC will continue to participate in City initiatives, including the Official Community Plan, the Social Planning Strategy and City planning processes. CCDAC will also work in partnership with statutory organizations, child care providers and non-profit organizations to support child care in Richmond. Staff recommend support for the proposed CCDAC 2012 Work Program.



Lesley Sherlock
Social Planner
(604-276-4220)
LS:ls

CITY OF RICHMOND

CHILDCARE DEVELOPMENT ADVISORY COMMITTEE

2011 ANNUAL REPORT

The Childcare Development Advisory Committee (CCDAC) had an enjoyable and productive year. We had full membership and relatively good attendance at meetings, which made the meetings enjoyable and stimulating. A summary of our key initiatives is outlined below:

1. We began the year with four new citizen appointments to our committee: Princess Go, Alice Law, Harp Mundie, and Shyrose Nurmohamed. Princess Go resigned during the course of the year and Lori Mountain was a new appointment during the year.
2. At our February meeting, Brian Jackson (Director of Development) spoke to us about the Development Negotiation Process. This helped to clarify the city process when negotiating new childcare space and why staff are restricted legally on what information they can release to the committee during the process.
3. During January and February, in keeping with our Work Program for 2011, we formed sub-committees to address each of the pertinent subjects that we had outlined. These sub-committees reported regularly to the Committee and an brief outline of their discussions is attached to this report. These included:
 - Lobbying
 - Networking
 - Childcare Grants
 - City Planning Processes
 - Pillars of the Child Care System
4. In May, Jane Boyd of “Work Family & Life Consulting” was our guest speaker and presented a Draft of the City of Richmond’s Design Guidelines for Negotiated Child Care Facilities.
5. At our November meeting, Suzanne Carter-Huffman, Senior Planner/Urban Design, for the City spoke to us about the City Centre Development and Child Care Negotiations.
6. There were three subjects that dominated our meetings throughout the year. I take this opportunity to reaffirm their importance. We have submitted letters to the City on all of these matters:
 - the additional level funding request for a Child Care Coordinator
 - the Coalition of Childcare Advocates of BC and their Community Plan for a Public System of Integrated Early Care and Learning and their request for support through the Metro Vancouver Board
 - a review of the Childcare Grant program and suggested revisions to the criteria

7. Linda McPhail, our School Board liaison, provided an update on the implementation of full day Kindergarten.

We also would like to take this opportunity to express our sincerest thanks to Lesley Sherlock (City Staff) for her capable support and direction as we worked our way through our year's agenda. We also appreciated the advice of our Council liaison, Cllr. Evelina Halsey-Brandt, particularly in the area of the grant program and our desire to make some changes to the criteria.

2012 WORK PROGRAM (Table attached)

Our 2012 Work Program will provide the opportunity to continue lobbying for a Childcare Coordinator, to complete our reports on the remaining "Pillars of the Childcare System" and to work on a special project for Childcare month.

2012 BUDGET

CCDAC received an operating budget of \$5,000 for 2011. The following proposed 2012 budget includes an increase of \$1,000 for advertising CCDAC May is Childcare Month activities and \$1,000 for secretarial services (meeting expenses).

Proposed Committee Budget: \$7,000.00

Projected expenses for 2012:

Meetings and Miscellaneous Expenses:	\$3,000.00
Forums and Conventions	\$2,000.00
Childcare Month Expenses	<u>\$2,000.00</u>
Total	\$7,000.00

MEMBERS of the 2011 Childcare Development Advisory Committee

VOTING:

1. Linda Shirley (Chair)
2. Shyrose Nurmohamed (Vice Chair)
3. Janet Dhanani
4. Ofer Marom
5. Sonia Dhudwal
6. Gina Ho
7. Sushma Wadhwania
8. Ginny Lam
9. Alice Law
10. Lori Mountain
11. Harp Mundie

NON-VOTING:

- Marcia MacKenzie (Child Care Resource and Referral)
- Linda McPhail (School Board Liaison)

ADDENDUM **REPORTS FROM WORK PROGRAM SUBCOMMITTEES**

LOBBYING

This subcommittee focused its efforts on promoting the creation of a child care coordinator as part of city staff. A business case indicating the importance of the role followed by a proposed job description was submitted for review by Council and a budget request was put forward to cover such a position.

NETWORKING

The Networking Subcommittee supported the Child Care Resource and Referral's establishment of a networking group that met regularly once or twice a month. An official name was established (The Richmond Childcare Alliance) which gave the group credibility and an official status. Chairpersons for this committee are Shyrose Nurmohamed and Lori Mountain and the Treasurer is Harp Mundie. A Group RRSP plan has now been established whereby members can contribute monthly towards future retirement. An official website is under construction and should be on-line by mid-late January 2012. Interested members may establish a website presence to promote their business for a fee of \$50 per year. A bank account has also been opened at TD Canada Trust as a club. The Committee continues to recruit members and advertise this endeavour for more participation. Lack of participation continues to be an ongoing issue with fewer than twenty people regularly attending meetings. More fun topics, speakers and social evenings will subsequently be planned to encourage more CCRR members to attend and become part of the Alliance.

CHILDCARE GRANTS

The grant subcommittee received 13 applications for this grant and recommended the distribution of \$26,050 to three non-profit organizations. The funds were distributed to groups which would serve the overall needs of all children regardless of the type of care they were enrolled in or the teaching philosophy of that program.

The committee also played a part in the action to change the terms of the grant in order to include, in the future, professional development and other options, rather than limiting the grants to only minor capital budget projects.

CITY PLANNING PROCESSES

This subcommittee addressed the concerns of the group in that often we heard about new developments only when they were released to the media. The following requests were made:

- Request that the City of Richmond contact the Advisory Committee once a developer has applied for a site and the City has gained knowledge that either a monetary claim or a childcare location will be required at the specific site. CCDAC can then give the City advice on whether a) a childcare is needed in that area b) what type of child care (age, program, number of children, etc) or c) if monetary donation would be more advisable for this development.
- If privacy is an issue and the City feels it cannot release too much information regarding the development, then a radius (eg. 2 km's north, east, south, west) can be shown to the advisory committee and we can give feedback regarding that area.
- If possible, have the CCDAC members sign a confidentiality agreement if information will be presented that cannot be released to the public, thus enabling the committee to give as accurate feedback as possible.

PILLARS OF THE CHILDCARE SYSTEM

COLLABORATION / PARTNERSHIP

Providing child care can be isolating. Many caregivers never see each other except when earning the 40 hrs of professional development required by Licensing. Centres are often reluctant to allow visits from other providers. Collaboration opportunities that do exist are scattered and usually focused on a specific topic such as make-and-take instead of enhancing the development of pedagogy.

Current Reality

- There is currently no centralized society or organization overseeing collaboration.
- CCRR holds a variety of workshops throughout the year—around 20-25 participants attend.
- Richmond Childcare Education Training Committee has held an annual conference each spring—this year is its 4th. It is usually sold-out.
- CCRR has supported a networking group for many years that recently became the Richmond Childcare Alliance Network.

Challenges

- No current organization or individual is mandated to organize collaboration.
- It is difficult to find suitable time—hard to get away in the daytime and care givers are reluctant to attend nights or weekends.
- Divergent demographics—different philosophies, needs and levels of expertise.
- There is a prevalent attitude that workshops are only a means to an end— people attend solely to get certificate for licensing.
- General feeling of apathy over improving skill set.
- Richmond Children First offered a subsidy for providers to attend professional development. Due to lack of applications this program has been cancelled.

Suggestions

- Establish a city staff position of Child-Care Coordinator.
- Establish a ‘model centre’ to share ideas and latest developments in child care.
- Start a collaborative website that centralizes existing opportunities.
- Lobby Licensing at the Provincial level to modify Professional Development requirements.
- Market the benefits of collaboration to raise participation levels.
- Support the existing grass-root projects by co-sponsoring workshops.
- Set-up ‘Train the trainers’ models to disseminate knowledge through the child care community.
- Facilitate partnerships between similar centres—Montessori, Family, Play-based.

QUALITY

It is often difficult to meet all the needs of families. However, City-owned facilities should be ‘model’ facilities that fulfill the needs of a myriad of family units and offer various programs that can serve as a reference point for other caregivers to establish their own centers. Parents also need to be educated to recognize and give credit to the variety of centers available. Quality programming is also dependent upon quality teachers. Graduates of programs need to better train in order to cope with the demands of a busy center. As well, licensing requirements need to allow more flexibility in their requirements for teachers and assistants.

The remaining pillars of: Space, Affordability, Minimized Bureaucracy and Central Coordination will be part of our 2012 Work Program.

CCDAC 2012 Work Program

This Work Program reflects the following 2008 - 2011 Council Term Goal:

#4: Community & Social Services – Improve the effectiveness of the delivery of social services in the City through the development and implementation of a Social and Community Service Strategy:

- clearly articulated roles and services for the City, and a viable funding strategy
- the development and implementation of an effective lobbying strategy in partnership with community groups that targets the Province for funding for social service needs
- facilitation/development of an effective cross-service network that includes both intergovernmental and community agencies supporting/working together cooperatively
- facilitation of leadership mentoring between groups to make them more effective

Initiative	CCDAC Action/Steps	Expected Outcome	Indicator of Success	Partners
Advocacy More effective advocacy to senior levels of government to address the funding, bureaucracy, changing policies, and licensing issues for child care providers	<ul style="list-style-type: none"> • Monitor issues, emerging trends • Discuss, consider roles, summarize issues • Pass motions or resolutions • Prepare letters/briefs • Submit to Council through Staff Liaison 	Lobbying through Council to senior levels of government	Improved funding, policy and licensing programs	<ul style="list-style-type: none"> • Federal Govt. • Provincial Govt. • Child Care Licensing (VCH)
Monitor proposal submitted to City requesting a municipally or provincially funded child care coordinator who would facilitate stakeholder collaboration and act as a liaison to senior levels of government for licensing and other government issues.	<ul style="list-style-type: none"> • CCDAC to monitor progress of proposal through Council Liaison • CCDAC to prepare a job description to further modify the role of a child care coordinator 	<ul style="list-style-type: none"> • Province and City advised re: need, roles, responsibilities for child care coordination • A guideline of recommendations for the role of child care coordinator 	Request considered by Council and the Province	<ul style="list-style-type: none"> • Stakeholders
Develop a job description for a child care coordinator				
Monitor progress of Integrated System of Early Care and Learning Framework group and their "Community Plan" proposal	<ul style="list-style-type: none"> • Discuss advantages and disadvantages of the proposal • Document discussion into a report that can be used as a guideline of recommendations • Discuss proposal with local caregivers to obtain opinions of the framework and how it could serve their needs 	Informed CCDAC members can then lobby government through Council with recommendations and changes to the framework	The proposal is established with guidelines and recommendations according to our local community	<ul style="list-style-type: none"> • Stakeholders • Local caregivers

Initiative	CCDAC Action/Steps	Expected Outcome	Indicator of Success	Partners
City Planning Processes Participate in City consultations	<ul style="list-style-type: none"> Continue to participate in the Official Community Plan and Social Planning Strategy consultations 	Plans for future growth will address the need for quality, affordable childcare	OCP and Social Planning Strategy will incorporate CCDAC's perspective	<ul style="list-style-type: none"> Stakeholders
<ul style="list-style-type: none"> Improve the current method of reviewing child care space options in new developments so that CCDAC can be more proactive and find out about developments before reading about them in the newspaper Address request from Senior City Planner as to design and use of new child care facilities Indoor/Outdoor space requirements, location & needs Explore Hub model, its advantages and disadvantages 	<ul style="list-style-type: none"> Requested that staff review earliest point in which CCDAC may be involved in the development process Review CCDAC submission to the City Centre Area Plan and CCAP Child Care section Propose guidelines for negotiations based on size of development, unit type and location, and when to prioritize monetary contributions Motion and proposal regarding the Hub Model provided to Council Address Senior City Planner's request as to the minimum size of facility that should be negotiated with builders Determine when to negotiate cash contributions versus a built facility Consider whether a facility should be City or privately owned and determine market value of premises Set parameters for age groups or special purposes for new facilities Inform the City's Senior Planner of discussion outcomes and present with a report prepared by the CCDAC 	<ul style="list-style-type: none"> Inclusion of CCDAC in the planning of new facilities and implementation of discussed guidelines Better planned child care facilities that address needs of the local community Give private operators a chance to develop and own a facility Model centres with varied programs that may not be available elsewhere, catering to all age levels of children and perhaps even seniors 	<ul style="list-style-type: none"> Guidelines adopted and CCDAC consulted regarding: <ul style="list-style-type: none"> When/where to negotiate built facilities vs. cash contributions Built facilities are designed and cater to needs of community according to size, location, design, program offered When/where to prioritize hubs and ideal size, design, model Inclusion of CCDAC into the planning, developing and operating process of the facility 	<ul style="list-style-type: none"> Developers City of Richmond

Initiative	CCDAC Action/Steps	Expected Outcome	Indicator of Success	Partners
Pillars of Child Care System Develop guidelines or targets to help establish high performance in the five pillars of the childcare system outlined above – quality, collaboration/partnership, space, affordability, minimized bureaucracy, and central coordination. (Two of the pillars have been addressed, last three remaining.)	<ul style="list-style-type: none"> Develop guidelines or targets for high performance Discuss one topic at each meeting Streamline the discussion and format into a report for submission to City planners Request that above report be formed into a booklet that is available to serve as a general guideline for builders, planners and public for reference, quality control 	<ul style="list-style-type: none"> Improved quality, partnering, availability, efficiency and coordination Milestone: A booklet of recommendations that would provide guidelines that can be used in the future for quality programs and facilities 	Definitions, standards, guidelines and targets established with written references from CCDAC	<ul style="list-style-type: none"> Stakeholders City of Richmond
Child Care Grants Recommend Child Care Grant allocations	<ul style="list-style-type: none"> Review revised program materials Review applications Recommend grants to Council Review allocation of a portion of the grants to educational programs and workshops for caregivers 	<ul style="list-style-type: none"> Quality and capacity of child care programs will be enhanced Caregivers will have opportunities to attend workshops, participate in professional development 	Council endorses recommendations, allocates grants	<ul style="list-style-type: none"> Stakeholders
May is Child Care Month Propose activities for Child Care Month in May	<ul style="list-style-type: none"> Plan suggestions for activities that are multicultural and inclusive of all children in the community 	<ul style="list-style-type: none"> Enhance role of CCDAC Encourage participation from the community Celebrate 	Multicultural child-oriented festivities that celebrate all children and their families	<ul style="list-style-type: none"> Stakeholders
<ul style="list-style-type: none"> As proposed by the Richmond Child Care Alliance, work with the City to establish a local children's art exhibit inclusive of all early childhood centres to be showcased in the City Hall Atrium. Exhibit to take place during Child Care Month in May 	<ul style="list-style-type: none"> Advertise to all local early childhood centres about exhibit Preview all work of schools involved Showcase the art in a non-partisan manner that does not favour one school over another or one child over another 	<ul style="list-style-type: none"> Showcase CCDAC's promotion of the importance and freedom of learning and enhancing self-esteem in our children through creation of self-unique pieces of self-exploratory art 	Community building, networking improvement and liaison with City in support of the importance of children	<ul style="list-style-type: none"> Stakeholders Richmond Child Care Alliance

Initiative	CCDAC Action/Steps	Expected Outcome	Indicator of Success	Partners
Networking				
Improve current level of networking and collaboration amongst child care providers to develop more consistent, flexible and quality child care programs and options	<ul style="list-style-type: none"> • Refine contents of stakeholders spreadsheet, use to achieve goals, e.g., network, partner, identify service gaps/duplication, develop recommendations • Attend Child Care Dinner to expand network & raise awareness of CCDAC • Participate in Child Care Resource & Referral and Child Care Alliance Network meetings 	Better community network connections to improve quality of child care and to tackle arising community issues	CCDAC will work with community partners to improve child care programs and options	<ul style="list-style-type: none"> • Community Stakeholders



City of Richmond

Report to Committee

To: Planning Committee **Date:** December 13, 2011
From: Cathryn Volkering Carlile
General Manager - Community Services **File:**
Re: **Richmond Seniors Advisory Committee 2011 Annual Report and 2012 Work Program**

Staff Recommendation

That, as per the General Manager of Community Services report dated December 13, 2011, "Richmond Seniors Advisory Committee 2011 Annual Report and 2012 Work Program", the Richmond Seniors Advisory Committee's 2012 Work Program be approved.

Cathryn Volkering Carlile
General Manager - Community Services

Att. 1

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CONCURRENCE OF GENERAL MANAGER 		
REVIEWED BY TAG 	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
REVIEWED BY CAO 	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Staff Report

Origin

The Richmond Seniors' Advisory Committee (RSAC) was formed in 1991 to address the concerns of seniors and to plan for the future needs of this growing segment of the community. The Committee meets on a monthly basis to consider and evaluate issues referred to it by City Council, City staff and members of the community. It also initiates studies on matters deemed to be of concern to seniors and submits information, options and recommendations to City Council.

This report presents the RSAC 2011 Annual Report and proposed 2012 Work Program, which supports the following 2008 – 2011 Council Term Goal.

Improve the effectiveness of the delivery of social services in the City through the development and implementation of a Social and Community Service Strategy that includes:

- 1. increased social housing, implementation of the campus of care concept, and an emergency shelter for women*
- 2. the development and implementation of an effective lobbying strategy in partnership with community groups that targets the Province for funding for social service needs*
- 3. facilitation/development of an effective cross-service network that includes both intergovernmental and community agencies supporting/working together cooperatively.*

Analysis

1. 2011 Annual Report

The RSAC 2011 Annual Report (**Attachment 1**) highlights the support given by this committee, particularly through the work of its subcommittees, to strengthen community services for seniors. RSAC undertakings include monitoring the development of affordable housing for seniors; monitoring seniors' health issues and programs; enhancing the safety of seniors through falls prevention and the Vial of Life program; encouraging outreach to isolated seniors; providing the seniors perspective on intercultural and multicultural issues; and identifying transportation matters of concern to seniors.

The RSAC is assisting a Ladysmith group to form a Seniors Advisory Committee by providing information about the history and current activities of the RSAC. The Ladysmith group conveyed that the RSAC is widely recognized as the example for others to follow. RSAC members have also been instrumental in the formation of a Richmond Seniors Planning Table, administered by Volunteer Richmond Information Services with funding from the United Way of the Lower Mainland.

The RSAC provided advice to the City regarding the Sports for Life Strategy, use of the budget surplus, replacing the Minoru Place Activity Centre and encouraging Translink to include washroom access at Canada Line stations.

2. 2012 Work Program

The RSAC 2012 Work Program (**Attachment 1**) illustrates this committee's ongoing commitment to seniors issues. The RSAC will continue to monitor the progress of seniors affordable housing, the provision of health services, transit and safety concerns, and connecting isolated seniors. Members will continue to liaise with a wide range of community and seniors-specific organizations.

The RSAC will continue to participate in City consultations regarding the Official Community Plan and the Social Planning Strategy, and provide advice to Council on seniors matters.

The RSAC is requesting a continuation of their annual operating budget of \$2,000.

City staff will support the RSAC 2012 Work Program as City policies, work programs, staff time and resources permit.

Financial Impact

There is no financial impact. The RSAC receives an annual operating grant of \$2,000 as part of the base budget.

Conclusion

The RSAC continues to advise Council regarding concerns of Richmond seniors and assists the community to plan for the future needs of this growing segment of the community. The RSAC participates in a wide range of City, community and seniors initiatives in striving to improve the quality of life for Richmond seniors. The RSAC will continue to support City and community initiatives in 2012.

Staff recommend approval of the proposed 2012 RSAC Work Program.



Lesley Sherlock
Social Planner
(604-276-4220)

LS:ls



Richmond Seniors Advisory Committee
2011 Annual Report/2012 Work Program to City Council

2011 Memberships

Seemah Aaron
Olive Bassett
Neil Bernbaum
Aileen Cormack
Mohinder Grewal
Shams Jilani
Susan Match
Jackie Schell

Corisande Percival-Smith
Doug Symons
Hans Havas
Kathleen Holmes
Katherine Willett
Becky Wong
Daryl Whiting

Purpose

The role of the Richmond Seniors Advisory Committee is primarily two-fold; to act as a resource and provide advise to City Council on issues affecting seniors, referred by City Council or staff; and outreach to Richmond's seniors community and supportive agencies to better understand the issues facing seniors and to make recommendations, through Council, to appropriate bodies.

As City Council has not made many requests or referrals to the RSAC over the last few years, most of our efforts have been centered on identifying issues of concern and giving support, where appropriate, to address those concerns.

Membership

Our membership for much of the past year has been at full complement – 15 members. Newly appointed members who replaced the outgoing members were welcomed and the collaboration between the new and the continuing members made 2011 a successful year. Through the use of sub-committees, we were able to reach out to the larger community.

Meetings

We meet regularly each month, except for July and August. This year the committee had a rotational system with Doug Symons, Olive Bassett and Aileen Cormack elected as Chairs for a 3-month term. Throughout the year the committee invited guest speakers who presented on current issues affecting seniors. Many of our members belong to other community groups and/or attend various forums and workshops that supply additional information to our meetings.

We are fortunate to have Eva Busich-Veloso, Co-ordinator of Seniors Services, City of Richmond as a regular attendee at our meetings. I would like to take this opportunity to thank all RSAC members who have worked so diligently with great enthusiasm throughout the year. Mayor and Council for their ongoing support and Councillor Greg Halsey-Brandt (RSAC Council Liaison) for attending the monthly meetings and support. I would also like to extend our greatest appreciation to the City Social Planner, Lesley Sherlock for undertaking extensive work to ensure that committee needs are met and its goals reached.

Guest Speakers

Myrna Holman, BC 211

Joan Braun, BC Centre for Elder Advocacy

Jerry Chong, City of Richmond, Director of Finance

Dena Kae Beno, City of Richmond, Affordable Housing Coordinator

Carol Smith, Member, Vial of Life

De Whalen, CHAC, Advance Care Planning

Roxie Eremko, Gaitanne Fournier, Dr. Erica O'Neal, Richmond Health Services, Mental Health and Addictions

Kiana Abedi, Problem Gambling, Richmond Addiction Services

Dena Kae Beno, City of Richmond, Affordable Housing Strategy Update

Bill Oakes, Rick Hansen Foundation, Global Accessibility Map

Correspondence/Meetings

Krista James, Canadian Centre for Elder Law – re: Presentation
Ladysmith Seniors Advisory – Starting new Seniors Advisory Committee
City of Richmond – Sports For Life Strategy - Consultation
Mayor and Councillors – Budget Surplus – RSAC Suggestion
Carolyn Brandly, City of Richmond – Service Appreciation
Mayor and Councillors – TransLink Washrooms
Kim Howell, Deputy Fire Chief – Vial of Life
Mayor and Councillors – Minoru Activity Centre
TransLink – Nomination to TransLink Committee
Mayor and Councillors, TransLink - Survey

Member participation in Forums and Conferences

Move for Health Day – Walk in the Park
Homeless Connect Day – St. Alban's Church
Safe Communities
Seniors' Day
Active Aging Symposium – SFU – Planning for Healthy Aging

Workplan for 2012 (table attached)

- Continue to gather information on issues affecting seniors in order to provide knowledgeable and relevant advice to City Council whenever requested and whenever appropriate.
- Continue the work of the sub-committees.
- Continue to support the Annual Seniors Week and Wellness Fair, and to work with various groups on common issues.
- Maintain our liaison/representation with the Richmond Community Services Advisory Committee, Falls Prevention Committee, RCMP Multi-Cultural Advisory Committee, Richmond Integrated Addiction System, the Richmond Intercultural Advisory Committee, the Richmond Seniors Community Planning Table and to extend our involvement with other community groups as appropriate.

Proposed Budget for 2012

We propose the following budget for 2012 for your approval:

Meeting Expenses	\$1,000.00
Expected Events during 2012	\$1,000.00
Seniors Week	
Wellness Fair	
Workshops and Forums	
Intergenerational Projects	
Total	\$2,000.00

Submitted by:

Aileen Cormack, Chair

Richmond Seniors Advisory Committee, December 2011

Months of April, May, June 2011. M. Olive Bassett, Co-Chair Senior's Advisory Committee to Richmond City Council.

Issues facing the committee continue to be transportation and the lack of space at the Minoru Activity Centre. A new Centre was promised 10 years ago and has yet to see the drawing board. Therefore a motion was made and carried that a letter be sent to Mayor and Council requesting them to include the construction of a new Minoru Activity Centre in the upcoming referendum and ask Council if a specific site has been considered. To date no answer has been forthcoming.

Activities continued through April May and June for this active senior's advisory committee with all sub committees meeting and reporting on their various agendas.

A Seniors Community Planning Table has been funded by the United Way which has members from the Seniors Advisory Committee serving on the steering committee. United Way has sponsored several of these planning tables throughout the province. The Richmond Steering Committee hopes this group will specifically draw attention to the needs and the benefit of involving the frail, elderly and other disadvantaged seniors in our community. They hope to identify the service gaps that exist and have suggested that an arms length consultant be hired to conduct the initial meetings, and essential a coordinator be hired to run the day to day workings of the planning table.

Seniors Advisory members continued to attend forums and conferences that focus on senior's issues and send letters of support or requests for senior services to the various authorities.

Respectfully submitted by Olive Bassett, co-Chair, April, May, June 2011.

Housing Sub-Committee

2011 has been a year of movement --- additional Affordable Housing in the development and construction stages and a small number of the finished product. Richmond is fortunate to have a such competent and compassionate Affordable Housing Coordinator. Because of her hard work, Richmond appears to be on target, but a number of units need to be assigned to residents in need of affordable housing, i.e. shelter available to the "ordinary person". I attended a Community forum on accessibility and affordable housing. The vision was to provide more affordable and accessible seniors' housing. A way of increasing availability would be to provide 5 percent of floor space dedicated to seniors in complexes with over 80 units. With the City's incentive programs to homeowners for secondary suites and coach house units, RSAC is confident that by working with all levels of government, funders, non-profit organizations and the private sector, Richmond will achieve its ambitious goal in housing our low-income residents.

Respectfully submitted by Aileen Cormack

Publicity

A member of the Richmond Seniors Advisory Committee submits a monthly article on seniors issues published in our local newspaper. These articles appear in small town newspapers throughout BC.

This year, we received correspondence from the City of Ladysmith requiring information and particulars on how to start a seniors committee. As we in Richmond are considered the model to follow, we were delighted to provide their committee with our knowledge and an invitation to attend our monthly meetings.

Last month, I received the following accolades:

"Richmond Seniors Advisory Committee is recognized as one of the leaders in the field of Seniors Advisory Committees, and that the formation of such committee is a focus for a number of the other Seniors Tables. RSAC is seen as being pro-active, effective and a leader in the area of Seniors Advisory Committees to local government."

This not only reflects on our achievements, but also on Mayor, Councillors and City staff for their support and encouragement of our initiatives.

Respectfully submitted by Aileen Cormack

Health Subcommittee

Last year the Richmond health budget including public health and the Richmond General Hospital was in a \$25,000,000 deficit position. This year the budget has a small surplus. This has been achieved by rigorous restructuring of services, group purchase of supplies and sharp curtailing of overtime.

The BC “Healthy Living Framework” of October 25th 2008 spoke of seniors remaining independent as long as possible at home, creating better access to community services and reaching out to isolated seniors. Now, to save money and bed space, people are being moved from the hospital as soon as possible and sent home. Community nursing visits take place, but household services are not always adequate. The co-operation of Family Physicians and Public health authorities is an ongoing issue with an understanding on both sides that they should make better decisions on behalf of their patients.

The Mental Health and Addictions services have been reorganized to meet the ongoing needs in Richmond. The Alzheimer’s Society of British Columbia has received an additional \$1,000,000 to enhance services in Richmond.

In September 2011 a report on future demand for palliative hospice care was received as a planning document. At the Salvation Army hospice bed lifts have been supplied for all the beds.

The question of parking cost when visiting patients at Minoru Care Facility was referred to the CEO of Richmond General Hospital in June 2011. The CEO has stated that a study has been initiated. Our committee should have an answer this year.

In the New Year a hotel is being retrofitted to serve extended care patients. The Lions Manor site in Steveston will have a new facility built for extended care patients.

Respectively submitted by Corisande Percival Smith

Intercultural/Multicultural Liaison Sub-Committee

Richmond Intercultural Advisory Committee

A highlight of the year was the interfaith dialogue series hosted by the Richmond Multicultural Concerns Society. All were well-attended by seniors and mutual understanding among attendees was enhanced. RIAC is currently revising the Intercultural Strategic Plan.

Respectfully submitted by Shams Jilani

Safety Sub-Committee

The Falls Prevention Network (FPN) worked with 3 BCIT Nursing Students for some time as part of their required studies. After having worked with the staff of FPN the students showed a power presentation of their view on the trips and falls older people are experiencing in their homes and the community. They also showed how these falls can be prevented. The Falls Prevention Team (FPT) asked the group for their feedback on the presentation and will implement this feedback and present it at the September 're-launch' Network meeting.

A new orientation binder was put together, and each member was asked to submit information on their parent organization and involvement with the network. The FPT partnered with the Geriatric Transition Nurses (GTN's) in the Emergency room at Richmond Hospital. They do a follow-up with people 70+ who come into the emergency department but are not admitted, and therefore return home. The FPTs and the GTNs work together to ensure these seniors have the same community resources available to them. The team is also increasing the GTNs capacity in providing counseling around fall prevention and having confidence to make referrals to our Fall Prevention Program.

The 'Home & Outdoor Hazard' Program continues with the works yard of City Hall, where any broken walkways, or where tree roots have raised sidewalks, are reported to a city 'Hotline' phone number which is available for reporting 24 hours a day. All reports are checked within 48 hours.

In an endeavour to attract more members to the Fall Prevention Network it was decided to look for a meeting place more accessible to those without transportation. This proved difficult and Garrett Wellness Centre is again to be the meeting place for the committee. However, with renovations there in the fall, this report covers only to the first half of 2011. The network hopes to resume meetings in November 2011.

Respectfully submitted by M. Olive Bassett

Safety Sub-Committee: Vial of Life

During 2011, the Vial of Life has received positive remarks from all users and health promotion teams working in Richmond, as well as featured in the news. For their efforts, Roger Mah, BC Ambulance Services was also publicly rewarded for his work on the project. To date, the Vial of Life pilot program has distributed nearly 2,000 Vial of Life kits and enrolled as many clients into their database. The overall goal of the Vial of Life Richmond Pilot Program is to utilize the experience and evaluation results gathered in the pilot program to re-launch the Vial of Life to the population at large in the rest of B.C. as a permanent, sustainable community health initiative.

The Vile of Life project was brought up at the Vancouver Coastal Health's (VCH) meeting of the Community Engagement Advisory Network (CEAN), and was received with much enthusiasm and interest. It is going to become part of the issues recognized and one of the items that will be brought to the attention of others within the system and, hopefully, acted upon.

The Richmond VOL, Pilot Program was also discussed at the annual retreat of the Richmond Health Advisory Committee (RHAC) and had been selected as a topic to be presented at the next RHAC Forum, scheduled to be held in either April or May of 2012.

Respectfully submitted by Aileen Cormack

Isolated Seniors Sub-committee

This committee unfortunately continues to have difficulty finding and accessing solutions. It was hoped that, with Petra Pardy's assistance, we could make considerable inroads on seniors isolation by getting the physicians of the community on board. This proved more difficult than first appeared and may take much longer than anticipated. It would seem the committee will have to explore more and possibly different avenues if we are to be more effective in discovering those isolated seniors in our community. One way may be to work more closely with the Minoru Activity Centre as they have been successful in many ways by offering programs that are reaching seniors who were formerly isolated in their homes for various reasons. This item will be up for discussion by the sub-committee members at its first meeting in January 2012.

Minoru Activity Centre

Successful programs are happening at Minoru Activity Centre with Eva Busich-Veloso, Senior Services Coordinator, at the helm and Debbie Choy Hertha, Seniors Wellness coordinator working actively together, making inroads with identifying seniors previously home bound as reported below.

Their very active WELLNESS CONNECTIONS PROGRAM secured \$15,000.00 funding from Vancouver Coastal Health for a program to help reconnect isolated and frail older adults back to their communities through social, recreation and leisure involvement as described below.

- Four ten week sessions took place in 2011 and almost half included Cantonese & Mandarin speaking participants
- Referrals to the program have been increasing and come from Geriatric Emergency Nurses at Richmond General, Chronic Disease Nurses, Geriatric Assessment Team, Past Participants, Self Referrals and Mental Health
- Many but not all of the past participants have registered in a partner exercise program called Sit & Be Fit, after Wellness Connections, which continues their exercise class along with transportation to and from the Centre

- Several participants have asked to join the program again and to be on the waitlist for future. At this time due to funding & several referrals we cannot allow participants to take the program a second time
- Transportation has been the sole reason many of the participants not getting out, or would not visit the centre again for the program or class.

Work plans ahead will include:

- Ensuring participants identify goals and continue with leisure and recreational pursuits after the program
- Determining the feasibility of establishing the "graduate" program to Wellness Connections, called Living Well, for those wanting to continue on with a structured program that includes transportation, leisure, recreation and food.

HIDDEN VOICES OF RICHMOND IMMIGRANT SENIORS: A \$32,500.00 United Way Innovation Grant was secured for this project to identify gaps and needs in services to support the integration of Asian immigrant seniors of Chinese, South Asian and Filipino background. Results will be shared with the community and includes findings and suggestions to better serve this population.

Work plans ahead will include:

- Focus groups with Punjabi & Filipino Immigrant Seniors groups
- Work with Hugh Boyd Media Teacher and Students to produce a DVD featuring Immigrants representing our three identified Asian communities
- Public Event Presentation
- Community Presentations
- Final Report - March 2012

Respectfully submitted by M. Olive Bassett

Transportation Subcommittee

There was not much activity for the Transportation subcommittee this year. We did keep the RSAC up-to-date with the changes that happened. Next year we hope there will be more activity with the installation of toll gates on elevated rapid transit lines.

The RSAC has been encouraging Translink, through correspondence with the City Transportation Division, to install washrooms at rapid transit stations. The Chair conducted an in-person survey regarding washroom accessibility at Richmond Canada Line stations, and found that no use of on-site facilities was permitted, including for seniors. A reply from BC Rapid Transit Company indicated that access would be granted in case of urgency.

Respectfully submitted by Daryl Whiting

RSAC 2012 Work Program

This Work Program supports the following Council Term Goal (2008 – 2011):

- #4: Community & Social Services – Improve the effectiveness of the delivery of social services in the City through the development and implementation of a Social and Community Service Strategy:
- increased social housing, implementation of the campus of care concept, and an emergency shelter for women
 - the development and implementation of an effective lobbying strategy in partnership with community groups that targets the Province for funding for social service needs
 - facilitation/development of an effective cross-service network that includes both intergovernmental and community agencies supporting/working together cooperatively

Proposed Richmond Seniors Advisory Committee 2012 Work Program						
Initiative	RSAC Actions/Steps	Expected Outcome	Indicator of RSAC Success	Lead/Sub-Cte.	Partners	Status
Housing						
Collaborate with the Affordable Housing Coordinator and Community Services to identify, advance and support to completion housing projects that meet the spectrum of affordable housing needs	<ul style="list-style-type: none">- Continue monitoring new developments that include affordable housing with a specific percentage of units to be allocated to seniors	Regular communication with City staff and Council regarding affordable initiatives in Richmond	<ul style="list-style-type: none">- RSAC informed of affordable and supportive housing developments- RSAC consulted regarding seniors affordable and supportive housing developments- Council advised as necessary	Aileen, Neil, Doug, Becky	<ul style="list-style-type: none">- Developers- NGOs- Faith Community- Poverty Response- Affordable Housing Strategy- Seniors Planning Table	Ongoing
Liaise with community groups seeking to establish seniors housing	<ul style="list-style-type: none">- Participate in the monthly meetings organized by the Faith Communities, Affordable Housing Task Force, others					
Advise developers seeking to establish seniors housing when requested	<ul style="list-style-type: none">- Continue monitoring Army & Navy Steveston & No. 1 Road development for 150 units (assisted living) and Kiwanis property- Organizing discussions with Dr. Chen and Associates on an Abbeyfield type residence					
Advise the City re: use of the Affordable Housing Statutory Reserve Fund	<ul style="list-style-type: none">- Ongoing dialogue with the City on future plans for use of the affordable housing fund (approximately \$10 mill.)					

Proposed Richmond Seniors Advisory Committee 2012 Work Program (cont.)						
Initiative	RSAC Actions/Steps	Expected Outcome	Indicator of RSAC Success	Lead/Sub-Cte.	Partners	Status
Health						
Monitor quality of health care services	<ul style="list-style-type: none">- Monitor community concerns: long term care, adult day care- Continue to monitor cleanliness issues at Richmond Hospital- Discuss the issue of changing demographics in community services- Follow up with the Healthy Living Secretariat and appropriate departments re: Aging Well in BC recommendations	<ul style="list-style-type: none">- Better quality long term care- Increased adult day care available- Improved cleanliness at Richmond Hospital- Community health services more responsive to changing demographics- Implementation of Aging Well in BC recommendations	<ul style="list-style-type: none">- RSAC informed of and consulted about a range of seniors health care concerns- RSAC monitors the impact of and response to changing demographics- RSAC monitors Provincial progress re: Aging Well in BC recs.- Council advised as necessary	Corisande, Aileen	<ul style="list-style-type: none">- Vancouver Coastal Health- Richmond Health Services- Community services- Healthy Living Secretariat- Government departments- Seniors Planning Table	Ongoing
Raise awareness of seniors' health issues	<ul style="list-style-type: none">- Bring forward speakers to RSAC on relevant health issues- Work with the Community Health Advisory Committee to consider joint public forums	<ul style="list-style-type: none">- RSAC well informed about a range of health issues- Forums reach a wide audience on seniors' health concerns	<ul style="list-style-type: none">- Speakers on health issues inform the RSAC- RSAC participates effectively in well-attended public events		<ul style="list-style-type: none">- Community Health Advisory Committee- Seniors Planning Table	As arise
Advocate for increased and improved seniors' addiction services	<ul style="list-style-type: none">- Work with the Medical Health Officer on seniors' addiction issues- Liaise with the Community Health Advisory Committee (CHAC) on seniors' addiction issues	<ul style="list-style-type: none">- Seniors addiction issues better understood and addressed- RSAC well informed about seniors' addiction issues	<ul style="list-style-type: none">- Medical Health Officer speaks to the RSAC- CHAC and RSAC mutually informed- Council advised as necessary		<ul style="list-style-type: none">- VCH/RHS- Richmond Hospital- NGOs- Seniors Planning Table	Ongoing
Intercultural/Multicultural Liaison						
Richmond Intercultural Advisory Committee (RIAC) Liaison	<ul style="list-style-type: none">- Continue participating and bring Senior's perspective to the deliberations- Participate in subcommittees- Participate in the Newcomers Guide sub-committee to arrange financing, translation, printing, reprinting and distribution of the Guide in English and two other languages	<ul style="list-style-type: none">- Other members of RIAC recognize how inter-cultural issues may, in particular, impact seniors	<ul style="list-style-type: none">- Recommendations and advice provided by RIAC have been viewed through a Senior's lens.- RSAC is, in general, kept informed of the major initiatives undertaken by RIAC- Newcomers to Richmond are provided with the Newcomers' Guide to assist with settlement	Shams	RIAC	Ongoing

Proposed Richmond Seniors Advisory Committee 2012 Work Program (cont.)						
Initiative	RSAC Actions/Steps	Expected Outcome	Indicator of RSAC Success	Lead/Sub-Cte.	Partners	Status
Intercultural/Multicultural Liaison (cont.)						
RCMP Multicultural Committee Liaison	- Attend meetings, monitor activities, report back	- RSAC informed re: RCMP Multicultural activities - RCMP outreach includes seniors' perspective	- RSAC informed about Committee activities - Seniors' perspective contributed to the RCMP	Olive, Daryl	- RCMP	Ongoing
New immigrant seniors	- Explore how to involve, overcome barriers	- Increased participation of new immigrants in seniors issues	- New immigrant seniors participating in RSAC	TBD	- RMCS - SUCCESS - Richmond Chinese Community - Seniors Planning Table	
411 Seniors Centre Society						
411 Seniors Centre Society Liaison (formerly 411 Dunsmuir, which has closed)	- Attend meetings, monitor activities, report back	- RSAC informed about 411 Seniors Society initiatives - 411 initiatives enriched with Richmond seniors' perspective	- RSAC members knowledgeable about 411 - RSAC is known to 411	Mohinder	- 411 Seniors Centre Society	Ongoing
Transportation						
Seek information and make recommendations regarding transportation issues affecting seniors	- Subcommittee meetings with representatives of various transportation related agencies, e.g., Translink, HandyDART - Invite speakers to RSAC meetings, e.g., re: Canada Line, No. 3 Road improvements	- Transportation reflects seniors' needs	- RSAC informed re: transportation issues - RSAC advises re: transportation concerns - Council advised as necessary	Daryl, Seemah, Hans, Aileen, Doug	- Richmond Centre for Disability - Minoru Place Activity Centre - Translink - HandyDART - Seniors Planning Table	Ongoing
Safety						
Improve safety of Richmond's seniors	- Continue to monitor - Liaise with appropriate organizations - RCMP available in 2012 to speak on senior's safety - Participate in RCMP Crime Prevention Strategy	- Increased seniors' safety and sense of security - Falls and outdoor hazards reduced	- RSAC provides seniors perspective on safety issues and advocates for a safe community - Council advised as necessary	Olive, Kathleen	- Safe Community Alliance - Falls Prevention Network - Seniors Planning Table	Ongoing

Proposed Richmond Seniors Advisory Committee 2012 Work Program						
Initiative	RSAC Actions/Steps	Expected Outcome	Indicator of RSAC Success	Lead/Sub-Cte.	Partners	Status
Richmond Community Services Advisory Committee Liaison						
<ul style="list-style-type: none">- Act as conduit of information between the RSAC and the RCSAC- Offer issues/concerns/responses to RCSAC initiatives, through a seniors' lens- Promote the inclusion of seniors in community activities.	<ul style="list-style-type: none">- Attend monthly meetings, taking information/ announcements/ concerns both ways.- Support specific projects of members of the RCSAC that are in line with the mandate and priorities of the RSAC and seniors.- Attend various public meetings/fundraisers/AGMs, etc., as a representative of the Seniors Advisory Committee to give heightened profile to the Committee in Richmond and seniors in general.	<ul style="list-style-type: none">- Greater understanding among and between the RSAC and members of other Social Service Agencies, Programs and Committees- Ageist beliefs and behaviours identified and broken down- Participation in the greater community by more seniors	<ul style="list-style-type: none">- Increase in Co-sponsored events and partnering on projects, petitions, letter writing, etc.- Decrease in ageist language and assumptions.- Increase in participation in and attendance by our members and other seniors at events and programs offered in the community.	Corisande	- RCSAC	Ongoing
Publicity						
Increase the profile of seniors issues in Richmond	<ul style="list-style-type: none">- Continue to publicize seniors' issues (e.g., RSAC member writes monthly column)	<ul style="list-style-type: none">- Greater public awareness of seniors issues	<ul style="list-style-type: none">- RSAC informs the public- Council advised as necessary	Aileen, Becky	- Richmond Review	Ongoing
City Planning Processes (priority)						
Official Community Plan	<ul style="list-style-type: none">- Continue to participate in the Official Community Plan consultation process	Seniors' perspective incorporated into the OCP	Age-Friendly Community principles implemented	All	- City staff	2011
Social Planning Strategy	<ul style="list-style-type: none">- Continue to participate in the Social Planning Strategy consultation process	Seniors' perspective incorporated into the Social Planning Strategy	Seniors' well-being enhanced by City and stakeholder support	All	- City staff - Stakeholders	2011
Council of Senior Citizens' Organizations of BC (COSCO)						
COSCO Liaison	<ul style="list-style-type: none">- Attend meetings, monitor activities, report back	<ul style="list-style-type: none">- RSAC informed about COSCO initiatives- COSCO enriched with Richmond seniors' perspective	<ul style="list-style-type: none">- RSAC members knowledgeable about Seniors issues and COSCO activities- RSAC is known to COSCO	Mohinder	- COSCO	Ongoing

Proposed Richmond Seniors Advisory Committee 2012 Work Program						
Initiative	RSAC Actions/Steps	Expected Outcome	Indicator of RSAC Success	Lead/Sub-Cte.	Partners	Status
Isolated Seniors						
<ul style="list-style-type: none"> - Identify isolated seniors in Richmond - Reduce the isolation of seniors by coordinating services 	<ul style="list-style-type: none"> - Semi-annual meetings may return to quarterly meetings in 2012. - Hopefully assist Minoru Place Activity Centre and Seniors Wellness Coordinator with expansion of Wellness Outreach Programs to offsite locations, immigrant groups and other cultural and non-English speaking groups 	<ul style="list-style-type: none"> - Seniors will be more connected with the services available in the community. - Follow-up is now done by Hospital staff to elderly seniors after release from hospital. Many of the former isolated are now connected to the community. - Seniors will be more informed and aware of services available to them. - Seniors with barriers to participation will be able to fully engage in recreation and leisure opportunities 	<ul style="list-style-type: none"> - More and more isolated seniors are being contacted and made aware of the services available - Many more seniors connected with the community and programs available to them such as the Minoru Activity Centre programs 	Olive, Seemah, Aileen, Neil	<ul style="list-style-type: none"> - Minoru Activity Centre - Richmond Health Services - Vancouver Coastal Health - Richmond City Council - Richmond Addiction Services 	Possibly more frequent meetings in 2012
United Way Seniors Planning Tables						
Richmond Seniors Planning Table	<ul style="list-style-type: none"> - Attend meetings, monitor activities, report back 	<ul style="list-style-type: none"> - Gaps in seniors services identified - Priority issues of isolated seniors, transportation and cultural diversity addressed 	<ul style="list-style-type: none"> - Richmond seniors better served through new and/or improved services and opportunities 	Aileen, Mohinder	Richmond Seniors Planning Table	Ongoing
Regional Seniors Planning Table	<ul style="list-style-type: none"> - Attend meetings, monitor activities, report back 	<ul style="list-style-type: none"> - Regional seniors concerns addressed 	<ul style="list-style-type: none"> - Regional services improved 	Mohinder	Regional Seniors Planning Table	Ongoing

(1)



City of Richmond

Report to Committee

To: Planning Committee
From: Cathryn Volkering Carlile
General Manager - Community Services
Re: **2011 Annual Report and 2012 Work Program:
Richmond Intercultural Advisory Committee**

Date: January 3, 2012

File:

Staff Recommendation

That, as per the General Manager, Community Services report dated January 3, 2012 entitled "2011 Annual Report and 2012 Work Program: Richmond Intercultural Advisory Committee", the Richmond Intercultural Advisory Committee 2011 Annual Report and 2012 Work Program (**Attachment 1**) be approved.

Cathryn Volkering Carlile
General Manager - Community Services

Att. 1

FOR ORIGINATING DEPARTMENT USE ONLY		
CONCURRENCE OF GENERAL MANAGER		
REVIEWED BY TAG	YES	NO
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
REVIEWED BY CAO	YES	NO
	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Staff Report

Origin

This report presents the Richmond Intercultural Advisory Committee (RIAC) 2011 Annual Report to Council, describing RIAC activities and accomplishments for the year 2011, and the proposed RIAC 2012 Work Program and Budget.

Findings Of Fact

1. RIAC 2011 Annual Report: The highlights of RIAC's 2012 activities are described in **Attachment 1**.
2. Proposed RIAC 2012 Work Program/Budget: The proposed RIAC 2012 Work Program and Budget are also described in **Attachment 1**.

Analysis

1. 2011 Annual Report

Highlights of the 2011 Annual Report include:

- The developing of a "2012-2015 RIAC Intercultural Strategic Plan and Work-Program"
- Advising the City on inclusive arts programming.
- Liaising with City Clerks Department to identify best practice on working with multicultural communities and engaging these communities in Municipal Elections.
- Giving feedback to Richmond Fire and Rescue (RFR) on creating cultural change and maintaining inclusive work place environments.

2. Proposed 2012 Work Program

RIAC has identified four strategic directions from the "2012 – 2015 Richmond Intercultural Strategic Plan and Work Program", and specific initiatives pertaining to each, to implement in 2012. Planned initiatives include:

- Contributing to City Planning Processes, specifically the Official Community Plan and the Social Planning Strategy, as priorities,
- Securing sponsorship for further translations of the Newcomers' Guide, and launching a second version.
- Devising a lecture series on the principles of multiculturalism and promoting the City of Richmond's intercultural vision and values.

City staff will support the RIAC 2012 Work Program as City policies, work programs, staff time and resources permit.

3. Proposed 2010 Budget

RIAC has a proposed budget for 2012 of \$2,500

Financial Impact

There is no financial impact.

Conclusion

RIAC's 2012 Work Program presents steps to further achieve the Council approved vision for intercultural life in the City, "for Richmond to be the most welcoming, inclusive and harmonious community in Canada".

Staff recommend support for RIAC's proposed 2012 Work Program.

A handwritten signature in blue ink, appearing to read 'Alan Hill', is positioned above the printed name and title.

Alan Hill
Cultural Diversity Coordinator
(604-276-4391)

AH:ah

Richmond Intercultural Advisory Committee

2011 Annual Report 2012 Work Program and Budget

1. INTRODUCTION

Richmond City Council established the Richmond Intercultural Advisory Committee (RIAC) in February 2002 to assist the City in working toward its Corporate Vision of making Richmond the "most appealing, liveable, and well-managed city in Canada". The mandate of RIAC, as outlined in its terms of reference, is to "enhance intercultural harmony and strengthen intercultural co-operation in Richmond". In 2011 the RIAC continued to work to achieve its goals as laid out in the 2004 - 2010 Richmond Intercultural Strategic Plan and Work Program.

Throughout the year the Committee invited guest speakers who presented on current intercultural issues in our city and organized events and activities with the aim of assisting diverse cultures in integrating and assisting communication between communities and City of Richmond staff and elected officials. The Committee also engaged in a major strategic planning exercise to revisit its mandate and vision and review and update the 2004-2010 Strategic Plan to cover the 2012-2015 period.

Newly appointed members who replaced the outgoing members were welcomed and the collaboration between the new and the continuing members made 2011 a successful year.

In keeping with the committee's rotational system, Chairs and Vice-Chairs were elected in January for three-month terms in 2011.

2. RIAC's 2011 ACTIVITIES

2.1 Issues Discussed and Support Given to Guest Speakers

2.1.1 Intercultural Dialogue and Community Building

Sheldon McRae of the Richmond Multicultural Community Services (RMCS) presented an update and overview of their work on the BC Government funded 'Welcoming and Inclusive Communities and Workplaces Program' (WICWP). Richmond projects included the second annual "I Am Richmond Diversity Dialogue Conference" and free community based workshops on the promotion and creation of diversity in the workplace. Information on WICWP was distributed to the committee for sharing with networks and community leaders.

2.1.2 Inclusive City Arts Programming

Camyar Chaichian, Arts Coordinator, City of Richmond presented to the committee on the nature and extent of intercultural arts programming taking place at the Richmond Arts Centre. Camyar spoke of the City's vision and commitment in this area and gave detailed examples of innovative intercultural programming. He also presented opportunities for RIAC members to be involved in helping to shape future arts focussed events and activities.

2.1.3 Children's Rights in an Intercultural Environment

Helen Davidson, Community Coordinator, Richmond Children First presented to the committee on the development of the Richmond's Children's Charter, a community vision/statement of rights for Richmond children. Helen invited RIAC to assist by co-hosting a forum to procure input in the charter from across the community. Helen's presentation led to a group discussion on the nature of children's rights in multicultural environments and different cultural based definitions of the concept of children's rights held amongst and within different cultural communities.

2.1.4 Youth Involvement in Civic and Community Affairs

Run Tao Gong, Secretary General BCMUM Richmond spoke to the committee on his work starting a model United Nations project in Richmond and the work of the BCMUM to assist with development and training of young people in community affairs. Run Tao explained the model UN concept and its benefits for both the youth participating and the wider community.

2.1.5 Municipal Elections and Community Involvement

David Weber, Director, City Clerks Department spoke to the committee on what the City is doing to make sure that there is full involvement across all cultural communities in Richmond in the 2011 Civic Election. David spoke on the many City initiatives in this area, including translated election guides, staff at polling stations that speak a range of community languages and placing voting booths in convenient locations for the community e.g.: shopping malls. David received feedback from the committee on these initiatives and the committee brainstormed ideas around voting and involvement that the City may be able to incorporate in future elections.

2.1.6 Inclusive Service Delivery and HR Practices.

Kim Howell, Deputy Fire Chief, Richmond Fire Rescue (RFR) presented to the committee on the diversity training being undertaken to create more inclusive service delivery in RFR. She also spoke in depth to what has been done to create cultural change within the hiring and work practices of RFR. The committee assisted Kim with feedback and advised that it will assist RFR in this ongoing work

2.2 Development of RIAC Intercultural Strategic Plan 2012-2015

A major work undertaken in 2011 was the participatory development of a 2012-2015 Intercultural Strategic Plan. This was necessary, as the 2006-2010 RIAC Strategic Plan had come to an end. Planning took place with the advice and assistance of staff at Simon Fraser University and Mike Redpath, Senior Manager, City of Richmond Parks Division. A workshop took place in May 2011 in which the RIAC mandate, vision and values were revisited and re-endorsed. The strategic directions of the 2006-2010 plan were reevaluated and assessed in terms of continued relevance and accuracy and reconfigured accordingly. Ten strategic directions were reconfigured and four in a manner which made them more focussed and implementable. In the months following this workshop a working team of RIAC members worked to identify and attach specific work actions to each of the four strategic directions and incorporated timelines and identified potential implementing partners. This process took place in a way that fully involved all members of the committee.

3. RIAC SUB-COMMITTEES

The following sub-committees are actively working on issues pertaining to their areas (please see sub-committee reports in **Appendix 1**):

- Newcomers Guide
- Civic Engagement/Intercultural Vision and Outreach
- Youth Integration

4. MEMBERSHIPS WITH OTHER AFFILIATIONS

RIAC continues to be an associate member of the Affiliation of Multicultural Societies and Service Agencies of B.C. (AMSSA) and its Collaborative Committee on Multiculturalism.

5. RIAC 2012 WORK PROGRAM

The 2012 work program is based on an extensive evaluation and review of the 2006-2010 RIAC Intercultural Plan. Though the official "2004-2010 Richmond Intercultural Strategic Plan and Work Program" ended in 2010, RIAC continued to implement its strategic principles and programs to support the City in working toward its corporate vision of making Richmond the "most appealing, liveable and well-managed city in Canada", by undertaking activities that will strengthen this vision (**Appendix 2**). In 2011, RIAC conducted a participatory planning process which created a new Intercultural Strategic Plan to cover the 2012-2015 period. The main focus areas of this new plan are civic engagement and fulfilment of the RIAC intercultural vision and these priorities are reflected in the 2012 Work program.

6. RIAC 2012 Proposed Budget

RIAC is requesting an operating budget of \$2500 for 2012. This will cover costs incurred by meetings, forums, interpretation/translation of materials and consultant fees (should these be required) associated with the implementation of the 2012 Work Program.

7. Acknowledgements

I would like to take this opportunity to thank all RIAC members who have worked so diligently with great enthusiasm throughout the year, Mayor and Council for their ongoing support and Councillor Bill McNulty (RIAC Council Liaison) for attending the meetings and supporting us. I would also like to extend our greatest appreciation to Alan Hill, Staff Liaison, for undertaking extensive work to ensure that committee needs are met and its goals reached.

Prepared by:
Christopher Chan
Chair, Richmond Intercultural Advisory Committee
December 2011

RIAC 2011 Membership

Citizen Appointees

Ning Alcuities-Imperial
Joe Greenholtz
Shawkat Hasan
Diane Jubinville
Lawrence Lim
Jake Pogonson
Jamie Makutra (Youth)
Christopher Chan
Mohinder Grewal

Organizational Representatives

Shashi Assanand, Ministry of Children & Family Development
David Purghart, RCMP Richmond Detachment
Juliana Leung, Richmond Community Services Advisory Committee
Shams Jilani, Richmond Seniors Advisory Committee
Diane Tijmam, School District #38
Nick Chopra, Richmond Community Services Advisory Committee
Parm Grewal, Richmond Community Services Advisory Committee
Patti Tan, Richmond Health Services
Jocelyn Wong, Richmond Community Services Advisory Committee
Viet Vu, Richmond Centre for Disability

RIAC 2011 SUBCOMMITTEE REPORTS

NEWCOMER'S GUIDE

The year 2011 has seen the Newcomers Subcommittee work towards producing a second, updated version, of the Newcomers Guide. It is hoped to launch this in the Spring of 2012. Progress to date on this second version has included the finishing of a complete review and update of the Guide content with new content being collected and incorporated from a wide range of partner organisations. The second version of the Guide will continue to be produced in English and a number of other community languages, including Chinese, Tagalog and Punjabi. Sources of corporate sponsorship for all versions, except Punjabi, have been identified. The City Production Department are in the process of designing the new version of the Guide, which will be presented to the full RIAC committee as a draft in January 2012 .

Lawrence Lim
Chair, Newcomer's Guide Subcommittee

YOUTH INTEGRATION

The Youth Integration Committee has not been functioning in 2011 as Subcommittee members have been actively involved in the planning sessions for the 2012-2015 RIAC Strategic Plan. The full involvement in the development of this plan will ensure that issues of Youth Integration continue to be central to the work of RIAC.

Diane Jubinville
Chair, Youth Integration Subcommittee

CIVIC ENGAGEMENT/INTERCULTURAL VISION AND OUTREACH

In 2011 all the Subcommittees efforts were put into taking forward the planning of the new RIAC 2012-2015 Strategic Plan. Issue of civic engagement, vision and outreach will be central to the work of RIAC in the next three years.

Shawkat Hasan
Chair, Civic Engagement/Intercultural Vision & Outreach Subcommittee

RIAC 2011 SUBCOMMITTEES

Committee/RIAC Actions	Members
<p>Civic Engagement</p> <p><i>Participation in governance:</i></p> <ul style="list-style-type: none"> - Advise RIAC re: research and information - Advise RIAC re: research initiatives - Advise Council as appropriate <p><i>Information re: rights and responsibilities:</i></p> <ul style="list-style-type: none"> - Advise RIAC and community partners re: existing awareness materials and information campaigns - Advise Council as appropriate 	<ul style="list-style-type: none"> - Shawkat Hasan* - Jake Pogson - Shashi Assanand - Nick Chopra - Lawrence Lim - Ning Alcuities-Imperial
<p>Intercultural Vision and Outreach</p> <ul style="list-style-type: none"> - Expand on civic engagement exercise in partnership with community civic groups - Annual meeting with Richmond newcomers - Annual meeting with help providers for newcomers in need in Richmond. Better statistical and evaluation processes will be encouraged. - Promote a more "open door" policy among community religious and ethnic groups - Direct community feedback to Council, recommendations as appropriate 	
<p>Newcomer's Guide</p> <ul style="list-style-type: none"> - Continue updating the Newcomers' Guide - Seek corporate sponsorship and governmental support for translation (e.g., Punjabi, Tagalog) - Seek corporate sponsorship and governmental support for 2nd edition of English and Chinese versions - Explore possible role for Volunteer Richmond Information Services (VRIS) and advise Council 	<ul style="list-style-type: none"> - Lawrence Lim - Nick Chopra - Mohinder Grewal - Jocelyn Wong
<p>Youth Integration</p> <ul style="list-style-type: none"> - Continue to explore opportunities for youth to participate in open and respectful dialogue in a variety of venues - Support and promote access to information that addresses the understanding of intercultural issues in the community - Encourage access to cultural events for youth and their families - Advise Council as appropriate 	<ul style="list-style-type: none"> - Diane Jubinville - Jocelyn Wong - Parm Grewal - Lawrence Lim

*Sub Committee Chairs

Proposed RIAC 2012 Work Program						
Strategy/Initiative	RIAC Actions/Steps	Expected Outcome of RIAC Actions	Indicator of RIAC Success	RIAC Lead/Sub-cte	Partners	Status
1. Address language and information and cultural barriers.						
The provision of training in public participation for all groups.	RIAC host a skills forum/workshop on public participation	Public participation enhanced	Number of Richmond residents who have a greater ability to participate in public life	Civic Engagement	Richmond Civic Engagement Network/City Community services	Ongoing
The continuing development, printing distribution translation and updating of the Richmond Newcomers Guide	Guide reprinted in English and Chinese versions. Punjabi version of the guide produced.	Immigrants informed and empowered	Number of newcomers to Richmond who know where to go to get information and assistance	Newcomers	City/ Corporate Sponsors/VCH/SD38 SUCCESS/RMCS	Second version text updated and corporate sponsorship identified
The encouragement of dialogue and discussion with immigrants on involvement in civic life.	RIAC to work with partners to devise lecture series on principles of multiculturalism	Intercultural perspective and vision explored and understood	Lecture series devised and greater number of immigrants involved in civic life	Civic Engagement	City/VCH/SD38 SUCCESS/RMCS Richmond Civic Engagement Network	Ongoing
The identification of barriers faced by newcomers- articulation of barriers and needs.	RIAC to work with partners to hold annual new immigrants clinic	Barriers identified and delivery of City services enhanced	Barriers faced by newcomers identified and articulated	Civic Engagement	City/VCH/SD38 SUCCESS/RMCS Richmond Civic Engagement Network	Ongoing
2. Address racism and misconceptions.						
A dialogue on racism implemented with Richmond residents	RIAC to facilitate a dialogue on racism/ hold a public workshop	Racism explored and perspectives incorporated into RIAC work plans	Dialogue report written with recommendations made	Civic Engagement	City/VCH/SD38 SUCCESS/RMCS RCMP	Ongoing

Proposed RIAC 2012 Work Program						
Strategy/Initiative	RIAC Actions/Steps	Expected Outcome of RIAC Actions	Indicator of RIAC Success	RIAC Lead/Sub-cte	Partners	Status
The development of programs that focus on commonality rather than difference and the organizing of cultural events to eliminate silos between communities	RIAC to meet with City Parks and City Recreation programmers to discuss intercultural programming opportunities	Parks and Recreation programming reflecting RIAC intercultural Vision and values.	Number of intercultural programming opportunities identified	Civic Engagement	City/Arts Community/SD38	Ongoing
The support and implementation of interfaith dialogues	RIAC to dialogue with partners to identify opportunities for creating interfaith dialogue or supporting existing programs	Outcomes of interfaith dialogues incorporated into RIAC work plans	Workshop report produced and opportunities for inter faith dialogue identified	Civic Engagement	RMCS/SUCCESS/ RCSAC/VCH/SD38	Ongoing
More intercultural events at community centers and schools	Liaison with SD38 and other relevant community partners	Stronger partnerships between RIAC/City and SD38 around intercultural programming	Number of intercultural events held at schools in Richmond or being planned	Youth	City/SD38	Ongoing
3. Ensure that City & other governmental and stakeholder systems, policies and planning processes are aligned with the Intercultural Vision						
Review key City policies and procedures to ascertain if they are reflective of the Intercultural Vision.	RIAC review undertaken of key City policies and procedures.	Intercultural values influencing the development of City policies and procedures	Number of policies reviewed and incorporating intercultural vision and values.	Civic Engagement	City	Ongoing

Proposed RIAC 2012 Work Program						
Strategy/Initiative	RIAC Actions/Steps	Expected Outcome of RIAC Actions	Indicator of RIAC Success	RIAC Lead/Sub-cte	Partners	Status
4. To support the development and integration of Richmond's immigrants while doing this in a way that respects family and cultural traditions.						
The encouragement and endorsement of cultural programming to celebrate diversity and cultures and highlight best practice in culturally inclusive programming.	RIAC forum with City Parks and Recreation department, Community Services Department, School District and youth serving agencies to explore intercultural and cross-generational programming opportunities.	City and Partner organization programming reflecting RIAC intercultural Vision and values.	Report written and submitted to Council	Civic Engagement/ Youth	City/ SD38	Ongoing
The encouragement of cross-generational and intercultural programming (e.g.; the roots of empathy	Explore the creation of a 'Richmond Day', an annual day event to celebrate diversity in the whole of Richmond.	Intercultural value and vision incorporated in City and partners major intercultural event planning.	Report written and submitted to Council	Youth	City/ SD38	Ongoing



Public Works & Transportation Committee

Anderson Room, City Hall
6911 No. 3 Road

Wednesday, January 18, 2012
4:00 p.m.

Pg. # ITEM

MINUTES

PWT-5 *Motion to adopt the minutes of the meeting of the Public Works & Transportation Committee held on Wednesday, December 14, 2011.*



NEXT COMMITTEE MEETING DATE

Wednesday, February 22, 2012 (tentative date) at 4:00 p.m. in the Anderson Room

ENGINEERING AND PUBLIC WORKS DEPARTMENT

PWT-11 1. **2012 PAVING PROGRAM**
(File Ref. No. 10-6340-20-P.12201) (REDMS No. 3435271)

[TO VIEW eREPORT CLICK HERE](#)

See Page **PWT-11** of the Public Works & Transportation agenda for full hardcopy report

Designated Speaker: Jim Young

STAFF RECOMMENDATION

That the staff report regarding the 2012 Paving Program be received for information.



PWT-19 2. FUEL PURCHASES AGREEMENT – BC PETROLEUM PRODUCTS BUYING GROUP

(File Ref. No. 10-6000-01/2011) (REDMS No. 3424005)

[TO VIEW eREPORT CLICK HERE](#)

See Page **PWT-19** of the Public Works & Transportation agenda for full hardcopy report

Designated Speaker: Suzanne Bycraft

STAFF RECOMMENDATION

That the City participate in the BC Petroleum Products Buying Group fuel purchases contract with Chevron Canada Ltd., commencing December 14, 2011 for a three-year period, with the option to renew for two additional one year periods, to a maximum of five years.



PWT-23 3. ADVANCE CAPITAL BUDGET APPROVAL – 2012 LULU WEST WATERWORKS AREA (WILLIAMS ROAD)

(File Ref. No. 10-6050-01) (REDMS No. 3438433)

[TO VIEW eREPORT CLICK HERE](#)

See Page **PWT-23** of the Public Works & Transportation agenda for full hardcopy report

Designated Speaker: Milton Chan

STAFF RECOMMENDATION

That 2012 Capital Project Submission 4719 (Lulu West Waterworks Area) as detailed in Attachment 1 of the staff report dated January 5, 2012 from the Director, Engineering be approved for expenditure and commencement of work.



PLANNING AND DEVELOPMENT DEPARTMENT

PWT-31 4. RICHMOND COMMUNITY CYCLING COMMITTEE – PROPOSED 2012 INITIATIVES

(File Ref. No. 01-0100-20-RCYC1/2012) (REDMS No. 3414787)

[TO VIEW eREPORT CLICK HERE](#)

See Page **PWT-31** of the Public Works & Transportation agenda for full hardcopy report

Designated Speaker: Joan Caravan

STAFF RECOMMENDATION

- (1) *That the proposed 2012 initiatives of the Richmond Community Cycling Committee regarding cycling-related engineering and education activities, as described in the report from the Director, Transportation, be endorsed; and*
- (2) *That a copy of the report from the Director, Transportation entitled “Richmond Community Cycling Committee - Proposed 2012 Initiatives” be provided to the Council School Board Liaison Committee for information.*



PWT-39 5. TRAFFIC SAFETY ADVISORY COMMITTEE – PROPOSED 2012 INITIATIVES

(File Ref. No. 01-0100-20-TSAD1-01) (REDMS No. 3410268)

[TO VIEW eREPORT CLICK HERE](#)

See Page **PWT-39** of the Public Works & Transportation agenda for full hardcopy report

Designated Speaker: Joan Caravan

STAFF RECOMMENDATION

- (1) *That the proposed 2012 initiatives for the Traffic Safety Advisory Committee, as outlined in the report from the Director, Transportation, be endorsed; and*
- (2) *That a copy of the above report be forwarded to the Richmond Council-School Board Liaison Committee for information.*



6. MANAGER’S REPORT

ADJOURNMENT





Public Works & Transportation Committee

Date: Wednesday, December 14, 2011
Place: Anderson Room
Richmond City Hall
Present: Councillor Linda Barnes, Chair
Councillor Chak Au, Vice-Chair
Councillor Linda McPhail
Councillor Harold Steves
Mayor Malcolm Brodie
Absent: Councillor Derek Dang
Call to Order: The Chair called the meeting to order at 4:12 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the Public Works & Transportation Committee held on Wednesday, November 23, 2011, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Wednesday, January 18, 2012 (tentative date) at 4:00 p.m. in the Anderson Room

ENGINEERING AND PUBLIC WORKS DEPARTMENT

1. **WILLIAMS ROAD DRAINAGE PUMP STATION**
(File Ref. No. 10-6340-20-P.11301) (REDMS No. 3417598)

Public Works & Transportation Committee

Wednesday, December 14, 2011

With the aid of artist renderings, Jim Young, Manager, Engineering Design and Construction, reviewed the proposed layout of the Williams Road drainage pump station upgrade. Also, Mr. Young distributed a revised Attachment 1 to the staff report dated November 25, 2011 (attached to and forming part of these Minutes as Schedule 1).

Mr. Young provided background information and highlighted the following information:

- the proposed pump station layout has been designed to keep as low a profile as possible in order to preserve view corridors;
- the proposed pump station wall that faces Williams Road would be relatively prominent and present an opportunity for beatification; and
- the proposed pump station is also incorporated into the highly utilized west dike trail system, as such the maintenance access roads are visualized to be appealing and complimentary to the existing trails.

Also, Mr. Young advised that the current elevation of the dike is approximately 3.3 metres geodetic, while the proposed upgrade would raise the elevation to 4.7 metres geodetic, which is consistent with the City's Long Term Flood Management Strategy. It was noted that the upgrades would not negatively impact accessibility.

In reply to queries from Committee, Mr. Young advised the following:

- it is anticipated that the entire proposed upgrade be completed by September 2012;
- it is important to upgrade drainage pump stations as these systems prevent the City from flooding and many of them are old and pose risk to the City;
- the City has 39 drainage pump stations in total, all of which are included in a comprehensive report that includes assessments for each of their conditions and prioritizes them accordingly for future upgrades; and
- feedback from residents who reside adjacent to the pump station has been positive.

Discussion ensued regarding the extent of the proposed drainage pump station upgrade. Mr. Young advised that much of the costs associated with the proposed upgrade are related to core engineering services, and that all other costs are marginal.

Staff was requested to provide a memorandum detailing the order of magnitude of a lesser pump station upgrade prior to the next Council meeting.

In reply to queries from Committee, Mr. Young stated that (i) staff have applied for grants for the proposed Williams Road drainage pump station upgrade; and (ii) designs for drainage pump station upgrades are site specific.

Public Works & Transportation Committee

Wednesday, December 14, 2011

It was moved and seconded

That the concept for the Williams Road Drainage Pump Station be endorsed.

CARRIED

2. **MANAGER'S REPORT**

(i) *Snow Removal*

Tom Stewart, Director, Public Works Operations, advised that in the event of significant snow fall, the City is well prepared for snow removal.

(ii) *Onni Development in Steveston*

John Irving, Director, Engineering, provided background information and advised that the cracks along the Steveston boardwalk are being monitored daily. He stated that the situation is stable and staff are working with Onni personnel to find an ultimate solution and to repair the dike.

In reply to queries from Committee, Mr. Irving stated that a geotechnical report is required to identify the extent of the damage to the dike and to provide a technical solution to repair or upgrade the dike. Mr. Irving commented that the City has the final say on whatever technical solution is brought forth from the geotechnical report. Also, Mr. Irving commented on Onni's position regarding the damage.

(iii) *Delta Hotel Request*

Victor Wei, Director, Transportation, spoke of a request from the Delta Hotel regarding the current bus exchange situation adjacent to the hotel. Mr. Wei noted that the hotel wishes to (i) increase its visibility, (ii) provide easier access in and out of the hotel, and (iii) improve transit service for its clients. He noted that staff would initiate discussion with the Vancouver Airport Authority as this area is within their jurisdiction.

Discussion ensued regarding the bus exchange at south end of the Arthur Laing Bridge, and it was noted that future discussions related to the bus exchange should also acknowledge the lack of proper public transportation for Burkeville residents.

(iv) *No. 1 Road and Moncton Street Intersection*

Mr. Wei spoke of the opening of the upgraded No. 1 Road and Moncton Street intersection.

Robert Gonzalez, General Manager, Engineering and Public Works, advised that staff are aware of the narrow sidewalk abutting the intersection and intend to address this concern by widening the sidewalk.

Public Works & Transportation Committee

Wednesday, December 14, 2011

Discussion ensued regarding the No. 1 Road and Moncton Street intersection upgrades and it was noted that this intersection received many upgrades, such as the installation of a traffic light. Also, it was noted that signage explaining all the various upgrades may be helpful, in particular for those utilizing the pedestrian scramble crossing.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:45 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Public Works & Transportation Committee of the Council of the City of Richmond held on Wednesday, December 14, 2011.

Councillor Linda Barnes
Chair

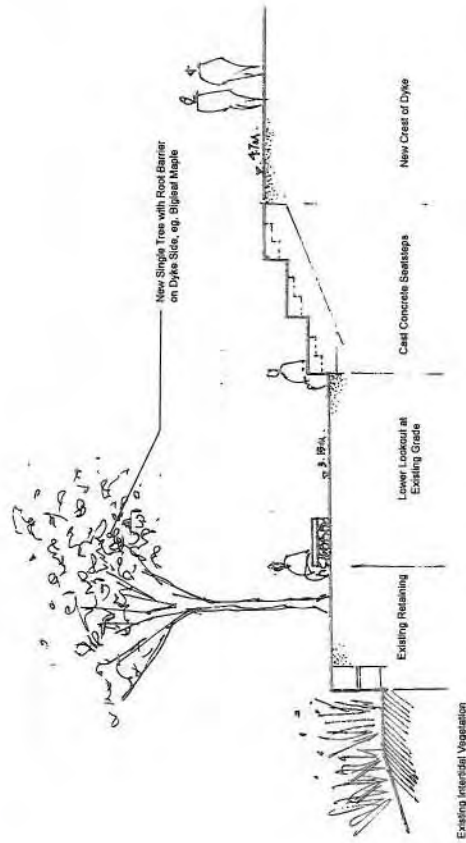
Hanieh Floujeh
Committee Clerk

Attachment 1



Massing Study

PWT - 9



Section Through Lookout
1/4" = 1'-0"

Schedule 1 to the Minutes of the Public Works & Transportation Committee meeting held on Wednesday, December 14, 2011.



hapa

landscape concept plan
williams road pump station
richmond bc

existing stormwater channel

stormwater disposal table, cast in place concrete with nozzles to channel and disperse outflow

station crib with wood bench mounted to the top

single hybrid maple tree for shade and to provide landmark

cast concrete seat steps to transition from existing dyke to paved dyke

steel picnic and viewing platform

generator room

pump room deck, open picket or cable railing at parapet

existing birch trees at street edge, retained in place

west dyke trail

Pacific Crabapple planting in rough grass understory planting

maintenance access trail, with bike and pedestrian access

Inland at entry to maintenance access trail, providing bike access

Villanova Head

1/8" = 1'-0"

PWT - 10

landscape concept plan
williams road pump station
richmond bc



City of Richmond

Report to Committee

To: Public Works and Transportation Committee **Date:** January 4, 2012
From: John Irving, P.Eng. MPA **File:** 10-6340-20-P.12201/Vol 01
Director, Engineering
Re: 2012 Paving Program

Staff Recommendation

That the staff report regarding the 2012 Paving Program be received for information.

John Irving, P.Eng., MPA
Director, Engineering
604-276-4140

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ROUTED TO:	CONCURRENCE		CONCURRENCE OF GENERAL MANAGER		
Purchasing	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				
Roads and Dykes	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				
Budgets	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				
REVIEWED BY TAG	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	REVIEWED BY CAO	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Staff Report

Origin

In past years, staff have presented the annual paving program to the Public Works & Transportation committee for information.

Background

The paving program is required to maintain our road network to current operating levels as well as reduce the need for costly repairs. Staff have developed a prioritized list of locations which are included in 2012 Paving Program.

Analysis

Scope of work includes milling and the paving of roads in priority order as identified by the City's Pavement Management System (PMS) and staff. The PMS software takes into account items such as the age, structure, and current condition of the road. Pavement deflection data was gathered in 2009 for select roads (major roads, mrn roads, recently resurfaced segments, and sections with substantial surface cracking) and is being used in the current PMS model.

Paving is tentatively scheduled to commence in April 2012 and will continue until approximately the end of October 2012 subject to weather or uncontrollable delays. Residents and businesses impacted by construction will receive hand delivered letters in advance of construction, road advisories will be advertised in local newspapers and the schedule will be posted on the City's website.

Included in **Attachment 1** is a list of the proposed paving sites and the respective justification which are included in the 2012 Paving Program tender. This year's paving program will also shift focus from curb repair to sidewalk repair.

Early tendering of the annual paving contract and the competitive liquid asphalt prices has resulted in the City receiving highly competitive rates. This tender result will allow the City to expand the program through additional paving locations (**Attachment 2**). As with past years, it is possible that identified paving locations cannot be completed due to conflict with development projects that are not known at this time. Should the seasonal paving restrictions permit, any new development related paving locations would be replaced with the next priority paving locations.

Discussion

Staff tendered this contract early in December 2011 and received five competitive bids, with the low tender by Imperial Paving Limited coming in under the City's budget. This can be attributed to the competitive liquid asphalt rates and the ability of the low bidder to secure materials and

equipment before other municipalities given the City was first in the lower Fraser Valley to issue a Tender. There was also strong contractor interest in working with the City as evidenced by the number of bids received.

Using the City's Pavement Management System, and given the low bid by Imperial, staff have included additional locations to the program as a result of the budget savings. See **Attachment 2** for a list of the additional paving sites. See the attached map for all proposed paving sites (**Attachment 3**).

The 2012 Paving Program included an amendment to the City's standard tendering practices that reflects upon the City's environmental initiatives. All bidders are encouraged to employ sustainable methodologies, practices and materials that would assist in reducing the harmful emissions, in direct alignment with the City's sustainability goals.

Financial Impact

The 2012 Paving Program is funded from the City's maintenance operating budget and the Greater Vancouver Transportation Authority for the City's Major Road Network (MRN). Capital Funding will also be provided to complete those locations impacted by the respective capital projects. The breakdown is as follows.

Available Funding	Amount (\$) *
City Operating Budget	2,458,600
2012 MRN Budget	915,500
Miscellaneous Other City Funding	90,000
Total Available Funding	3,464,100
Estimated Expenditures	
2012 Paving Tender – Appendix A	2,569,251
Additional Paving Locations – Appendix B	890,000
Total Estimated Expenditures	3,459,251
Estimated Funding Remaining	4,849

* All amounts are proposed for the 2012 Capital and Operating Budgets and have not been approved by Council at the time of writing this report.

The paving contract is largely funded through the 2012 Operating Budget and is structured to allow the work to be adjusted without penalty to reflect any changes in the 2012 Operating Budget that are ultimately approved by Council. As with other 2012 City operating expenses, expenses related to this paving contract are expected to be incurred starting in early 2012.

Conclusion

The 2012 Paving Program is scheduled to commence in April and the contract is in the process of being awarded.



po Jim V. Young, P. Eng.
Manager, Engineering D&C
(604-247-4610)



Wasim Memon, C.E.T.
Supervisor – Inspections
(604-247-4189)

ATTACHMENT 1

2012 PAVING PROGRAM – PROPOSED LOCATIONS

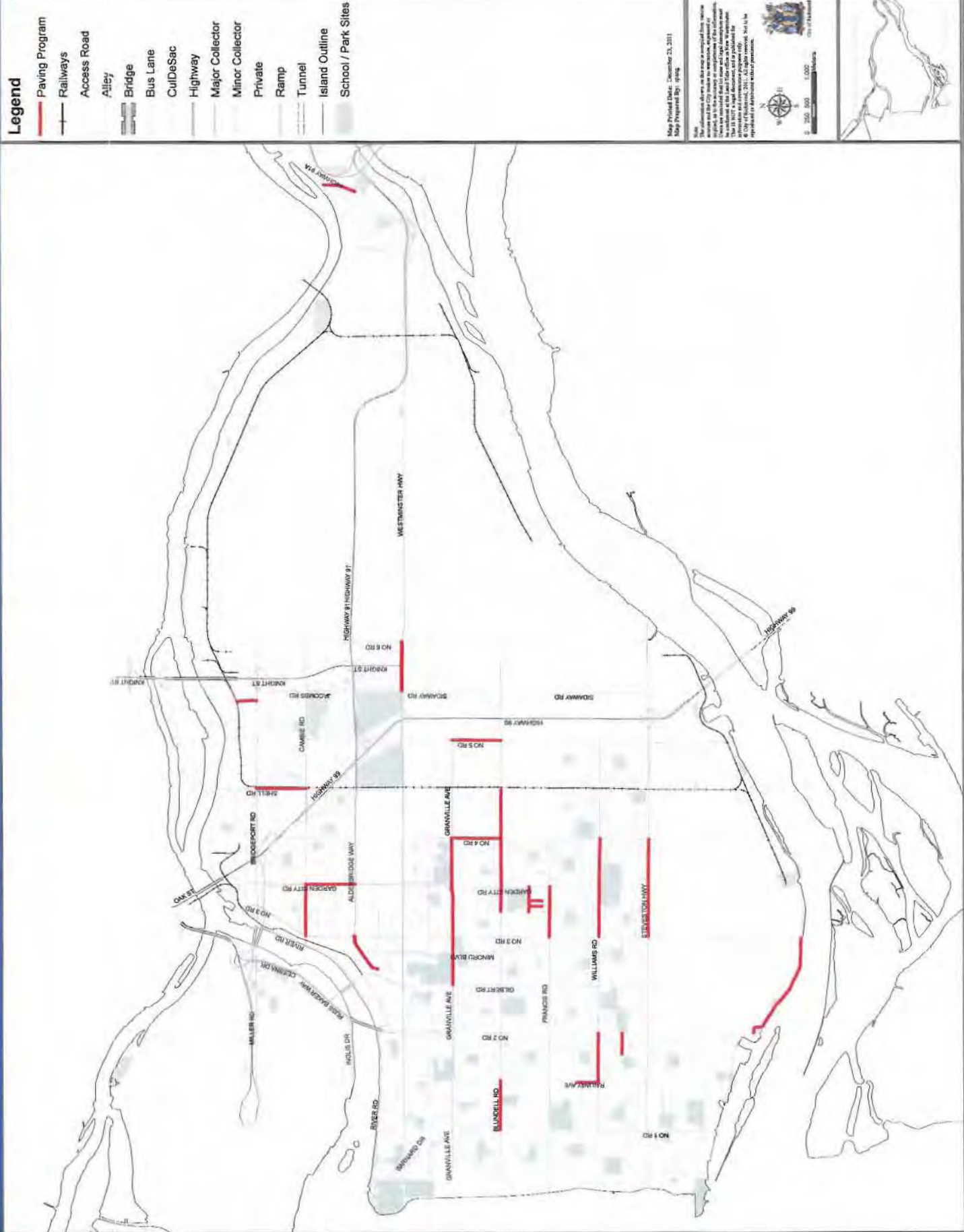
LOCATION	FAULTS
8000 Block Steveston Highway	- MRN Treatment
13000 Westminster Highway	- MRN Treatment
13000 Westminster Highway	- MRN Treatment
Knight Street Bridge – City's portion	- MRN Treatment
5000 Block Williams Road	- Utility cuts, pavement cracking
8000 Block Granville Avenue – East Bound Lanes	- Utility cuts, pavement cracking
4000 Block Blundell Road	- Utility cuts, pavement cracking
9000 Block Williams Road	- Utility cuts, pavement cracking
8000 Block Williams Road	- Utility cuts, pavement cracking
7000 Block Alderbridge Way	- Utility cuts, pavement cracking
7000 Block No.4 Road	- Utility cuts, pavement cracking
8000 Block Blundell Road	- Utility cuts, pavement cracking
9000 Block Francis Road	- Utility cuts, pavement cracking
10000 Block Blundell Road	- Utility cuts, pavement cracking
8000 Block Bowcock Road	- Utility cuts, pavement cracking
8000 Block Scotchbrook Road	- Utility cuts, pavement cracking
8000 Block Wheeler Road	- Utility cuts, pavement cracking
4000 Block Smith Road	- Utility cuts, pavement cracking
9000 Block Geal Road	- Utility cuts, pavement cracking
5000 Block Wallace Road	- Utility cuts, pavement cracking

ATTACHMENT 2

2012 PAVING PROGRAM – ADDITIONAL LOCATIONS

LOCATION	FAULTS
2000 Block Sweeden Way	- Utility cuts, pavement cracking
4000 Block Garden City Road – south bound lanes	- Utility cuts, pavement cracking
7000 Block No.5 Road	- Utility cuts, pavement cracking
South Dyke (No.2 Road to No.3 Road)	- Utility cuts, pavement cracking
8000 Block Cambie Road	- Utility cuts, pavement cracking
9000 Block Granville Avenue	- Utility cuts, pavement cracking
9000 Block Blundell Road	- Utility cuts, pavement cracking
3000 Block Shell Road	- Utility cuts, pavement cracking
7000 Block Granville Avenue – east bound lanes	- Utility cuts, pavement cracking

Proposed Paving Program 2012





City of Richmond

Report to Committee

To: Public Works & Transportation Committee

Date: December 19, 2011

From: Tom Stewart, ASCT.
Director, Public Works Operations

File: 10-6000-01/2011-Vol
01

Re: Fuel Purchases Agreement - BC Petroleum Products Buying Group

Staff Recommendation

That the City participate in the BC Petroleum Products Buying Group fuel purchases contract with Chevron Canada Ltd., commencing December 14, 2011 for a three-year period, with the option to renew for two additional one year periods, to a maximum of five years.

Tom Stewart, ASCT.
Director, Public Works Operations
(604-233-3301)

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ROUTED TO:		CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Purchasing		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
REVIEWED BY TAG	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		REVIEWED BY CAO YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

Staff Report

Origin

The City has participated as a consortium member of the BC Petroleum Products Buying Group (BCPPBG) for a number of years. The BCPPBG is made up of approximately 65 agencies, including local, regional, municipal government and school board member organizations, which in total purchase approximately 37,000,000 litres of product annually. Members are located in six geographic regions including the Lower Mainland, Kamloops, Vancouver Island, Prince George, Terrace and Port Hardy. The City of Vancouver is the lead agency for the most recent BCPPBG tendering process.

This report presents information regarding the fuel purchases consortium process and recommends that the City participate in the BCPPBG contract.

Analysis

Background

The City of Richmond maintains a fuel station at the City Works Yard for fuelling all City vehicles and equipment with gasoline or diesel fuels. There are also fuel tanks located at several fire hall stations for fuelling fire vehicles and fire apparatus. Fuelling services at the Works Yard are also made available to the Richmond RCMP and Richmond School Board on a cost-recovery basis. Richmond Fire Rescue has recently begun using the Works yard fuelling site for fuelling some of their units due to the decommissioning of their fuel tanks at No. 1 Hall as a result of renovations at that site.

The City uses approximately one million litres of fuel annually, including gasoline and bio-diesel for City vehicles and equipment (not including Richmond Fire Rescue). Additionally, approximately 300,000 litres of fuel is purchased to support fuelling services at the Works Yard for the Richmond RCMP and School Board.

BCPPBG Fuel Purchases Contract

The current agreement for fuel purchases is with Chevron Canada Ltd., and expired on December 13, 2011. In preparation, the lead agency for the BCPPBG issued a request for proposals on September 1, 2011 with a closing date of September 27, 2011. There were two respondents to the proposal call – Parkland Fuel Corporation and Chevron Canada Ltd.

Agency members participated in reviewing the proposal document prior to issuance, and providing rankings on submission factors such as total cost of product; technical capabilities; levels of service; quality, safety, environmental and social responsibility. Chevron met the key requirements and provided overall best value based on the following costing model:

- Weekly rack price
- Less discount (e.g. off rack, plus early payment, volume discount)
- Plus bridging fee

The weekly rack price is the price refineries sell gasoline to their various clients, which varies based on fuel commodity market pricing factors. The bridging fee includes items such as freight from the terminal, the terminal cost, delivery, etc.

Under the terms of this contract, the bridging fee will be fixed for one year and is subject to inflationary increases, such as CPI, with a maximum cap established for any increases or decreases in inflation.

The City of Vancouver (lead agency) followed their standard procurement methods in this tender process, and City of Richmond Purchasing staff agree with the methodology applied.

Chevron Canada Ltd. has been the City's supplier under the BCPPBG for the last number of years and has provided a good level of service, with timely deliveries, including after hours and weekends. Staff are confident that we can expect this level of service to continue under the new contract entered into between Chevron and the BCPPBG.

Financial Impact


Annual costs for fuel vary based on commodity pricing factors. Fuel costs in 2010 were approximately \$1,023,400 for City Operations and \$153,800 for Richmond Fire Rescue, or a total of \$1,177,200. The 2011 expenditures are approximately \$1,316,600 million for City operations (approximately \$250,000 over budget allocations) and \$145,100 for Richmond Fire Rescue. The over-expenditure is due in part to increased fuel consumption, but is principally a result of fuel price increases in 2011 (approximately 17% higher).

The 2011 City operations fuel budget is \$1,069,800 and \$150,000 for Richmond Fire Rescue.

Under the conditions of the new contract, an estimated 1% savings in the bridging fee is expected, subject to inflationary factors. Overall fuel costs will vary, based on commodity pricing. The 2012 budget request for City operations fuel usage is \$1,239,300.

Conclusion

Participation in the BCPPBG consortium for fuel purchases is recommended due to the economies of scale and level of representation offered through a large-scale buying group. The consortium has entered into a contract with Chevron Canada Ltd., who has provided a good level of service for the last number of years. The City has the opportunity to meet its fuel requirements by participating in this collective buying consortium. In light of the contract preceding the date of this report, the City has been able to meet its fuel purchase requirements under the new BCPPBG contract pending Council approval.



Suzanne Bycraft
Manager, Fleet & Environmental Programs
(604-233-3338)



City of Richmond

Report to Committee

To: Public Works and Transportation Committee

Date: January 5, 2012

From: John Irving, P.Eng. MPA
Director, Engineering

File: 10-6050-01/2011-Vol
01

Re: Advance Capital Budget Approval
2012 Lulu West Waterworks Area (Williams Road)

Staff Recommendation

That 2012 Capital Project Submission 4719 (Lulu West Waterworks Area) as detailed in Attachment 1 be approved for expenditure and commencement of work.

John Irving, P.Eng. MPA
Director, Engineering
(604-276-4140)

Att.1

FOR ORIGINATING DEPARTMENT USE ONLY			
ROUTED TO:	CONCURRENCE		CONCURRENCE OF GENERAL MANAGER
Budgets	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Water Services	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
REVIEWED BY TAG	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	REVIEWED BY CAO
			YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

Staff Report

Origin

Subsection 165(1) of The Community Charter requires the City to adopt a Five Year Financial Plan ("5YFP") Bylaw (which includes operating, utility and capital expenditures) before May 15th of each year. The bylaw is required to identify all expenditures for the current year (i.e. 2012) and provide estimates for the remainder of the five-year program. The 2012 5YFP Bylaw provides the City with the authority to proceed with spending to the limits outlined in the bylaw.

The 2012 Capital Budget (the "budget") is one of the key inputs in preparing the 5YFP (2012 – 2016) and is also one of the City's most important tools in achieving the goals of the Long Term Financial Management Strategy (LTFMS), while providing for the current and future infrastructure needs of the community. Under the City's LTFMS, the City is committed to financial planning that maintains and enhances existing levels of service to the community, while limiting the impact on property taxes.

As part of the budget process, the Assessor Team evaluated the capital submissions from all City departments and utilized a ranking system within the Capital Planning Model to determine which submissions would be recommended for inclusion in the budget.

The capital submission for the 2012 Lulu West Waterworks Area has been recommended by the Assessor Team.

The purpose of this report is to obtain Council approval to commence construction of this project in a timely manner.

Analysis

Watermain Replacement Capital Submissions

The waterworks capital program is developed based on a number of criteria including:

- the City's long range infrastructure replacement strategy,
- watermain break history,
- 2041 Official Community Plan (OCP) Water Modelling Study, and
- the proposed road paving program.

The main goals of the program are to replace ageing infrastructure prior to failure and to improve fire protection by locally increasing the system supply capacity.

For the 2012 budget, capital submissions totalling \$7,406,757 were entered into the Capital Planning Model for watermain replacement in various locations (see Table 1).

Table 1 – 2012 Watermain Replacement Capital Submissions

Capital Submission	Amount
4715 – Lulu East Waterworks Area	\$ 1,635,867
4716 – Sea Island Waterworks Area	\$ 670,832
4718 – Lulu North Waterworks Area	\$ 3,476,810
4719 – <i>Lulu West Waterworks Area</i>	\$ 1,623,247
Total	\$ 7,406,757
Capital Funding from Water Utility Reserve (Approved as the basis for establishing the 2012 utility rates)	\$ 7,550,000
Remaining funding	\$143,243

The 2012 Lulu West Waterworks Area project and the three other water capital projects listed above are all fully funded from the Water Utility Reserve. This funding level was approved at the Special Council Meeting of Dec. 12, 2011 as the basis for establishing the 2012 utility rates.

Project Delivery

In order to deliver the 2012 Capital Program in a timely manner, design work on selected 2012 projects was completed in 2011 under the 2011 Infrastructure Advanced Design program. One of the projects that has been designed is the 2012 Lulu West Waterworks Area (Capital Submission 4719). This project consists of the replacement of approximately 1640 metres of watermain along Williams Road between No. 3 Road and No. 4 Road, as described in Attachment 1 (Capital Project Submission 4719).

This portion of watermain was included in the program due to its age and considerable recent break history compared to other watermains in the Capital Program. If the watermains are not replaced, potential future watermain breaks could lead to road failure, reduced water quality, extended disruption of service and inconvenience to customers, possible contamination and increased emergency repair costs. In addition there is a potential for increased GVWD costs as the City's portion is based on water consumption (including leaks and breakages).

Due to the urgency of this project and to take advantage of the competitive bidding environment and subsequent low tender pricing, it was publicly tendered in 2011 with award subject to budget approval. The lowest bid received was \$1,104,550 plus taxes. Additional costs will be incurred for service tie-ins by the City, inspection and contract administration.

The award period has been extended to February 15, 2012 to allow for Council approval of this project. If this deadline is not met, the tender may need to be cancelled, and the project will be re-tendered once the 2012 Capital Program is approved. This will lead to significant delays and considerable consequences as described in the previous paragraph, as well as potential increased tender pricing due to inflation.

Financial Impact

Capital Submission 4719 – Lulu West Waterworks has been recommended by the Assessor Team for inclusion in the 2012 budget. The value of this submission is \$1,623,247.50 with an OBI of \$570.36. The funding source for this project is the water utility reserve and this amount is within the annual funding availability limits and was approved at the Special Council Meeting of Dec. 12, 2011 as the basis for establishing the 2012 utility rates. This project does not displace or compete with any other non-water capital projects.

This project will also be included in the 5 Year Financial Plan (2012-2016) Bylaw.

Conclusion

The Williams Road watermain has been identified as being in need of replacement. Breakage of this watermain would result in costly repairs and inconvenience to the public. Advance approval of Capital Submission 4719 (Lulu West Waterworks Area) will mitigate these risks for this area.



Milton Chan, P.Eng.
Senior Project Engineer
(604-276-4377)

Attachment 1

**City of Richmond
Capital Project Submission**

Submission ID: 4719

Date	Wednesday, 22 June 2011	Project Year	2012
Submitted by	Elena Paller	Recommended	Yes

Project Number**Project Name** Lulu West Waterworks Area**Project Location** See Scope**Estimated cost** \$1,623,247.50**Purpose (As it relates to strategic vision)**

This project will:

- replace ageing infrastructure at the end of its service life;
- improve fire protection.

This project is required to minimize operating cost due to watermain breaks.

This project meets strategic City goals:

Serving the Customer – by minimizing customer's disruptions due to watermain breaks and providing long term maintenance of service.

Financial Management –Waterworks infrastructure replacement reduces the potential for unplanned maintenance that is unpredictable and costly and maximizes long-term local government financial health by replacing watermain in accordance with the City's long range infrastructure replacement strategy.

Scope of Work

This project includes 720 meters of 200mm diameter watermain construction and 840 meters of 300mm diameter watermain to replace the existing infrastructure.

The waterworks capital program is developed based on the City's long range infrastructure replacement strategy, watermain break history, 2041 OCP Water Modelling Study and the proposed road paving program.

The program replaces ageing infrastructure prior to failure and improves fire protection.

Please refer to document #3154073 for specific locations, cost estimates and detailed scope of work.

Sustainability

Sustainable Resource Use – The watermain replacement program promotes reduced per capita water consumption through the installation of mandatory water meters. The reduced water consumption will defer the need for future capacity upgrades and, therefore, defer the need for future capital expenditure.

Thursday, 5 January 2012 12:02:09 PM

Inclusive, Safe & Accessible Community – The watermain replacement program is required to maintain reliable delivery of water to the community which is essential for individual and community health and well-being. Waterworks infrastructure provides fire protection for safety of the public and their properties.

Vibrant Community – Waterworks infrastructure supports recreational opportunities for the residents by providing water to the swimming pools, ice rinks, drinking fountains and water parks. Waterworks infrastructure supports beautification of the community by providing water for irrigation of both public and private landscapes.

Leadership in Municipal Practices – Waterworks infrastructure replacement program maximizes long-term local government financial health by replacing watermain in accordance with the City's long range infrastructure replacement strategy.

Thursday, 5 January 2012 12:02:09 PM

Cost breakdown

Roads	\$0.00
Storm Sewer	\$0.00
Waterworks	\$1,623,247.50
Sanitary Sewer	\$0.00
Building Construction	\$0.00
Land Acquisition	\$0.00
Park Development	\$0.00
Vehicle Purchases	\$0.00
Local Improvements/Nics	\$0.00
Computer cost	\$0.00
TOTAL	\$1,623,247.50

Impact of Capital Project on Operating Budget \$570.36

OB1 Document Number

Comments**Consequences of not proceeding with the project**

If watermain are not replaced, the potential watermain breaks could lead to road failure, reduced water quality, extended disruption of service and inconvenience to customers, possible source of contamination and increasing emergency repair cost. In addition there is a potential for increased GVWD costs as the City's portion is based on water consumption (including leaks and breakages).

GM Approval Signature

Thursday, 5 January 2012 12:02:10 PM



To: Public Works and Transportation Committee **Date:** December 23, 2011
From: Victor Wei, P. Eng. **File:** 01-0100-20-
Director, Transportation RCYC1/2011-Vol01
Re: **RICHMOND COMMUNITY CYCLING COMMITTEE – PROPOSED 2012
INITIATIVES**

1. That the proposed 2012 initiatives of the Richmond Community Cycling Committee regarding cycling-related engineering and education activities, as described in the report from the Director, Transportation, be endorsed.
2. That a copy of the report from the Director, Transportation entitled "Richmond Community Cycling Committee - Proposed 2012 Initiatives" be provided to the Council School Board Liaison Committee for information.

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PWT - 31

Staff Report

Origin

The Richmond Community Cycling Committee (RCCC) was formed in 1993 to allow staff to work in partnership with the community to promote commuter and recreational cycling in Richmond. The Committee provides input and feedback on cycling infrastructure projects and undertakes various cycling education and awareness activities to promote cycling as a healthy and sustainable mode of travel. This report reviews the Committee's 2011 activities and achievements and proposes a number of initiatives for 2012 that support the Committee's mandate of encouraging more people to cycle more often in Richmond.

Analysis

1. 2011 Activities and Achievements

The RCCC undertook and participated in a number of activities in 2011 that contributed to enhanced cycling safety and increased education and awareness of cycling in Richmond.

1.1 Expansion and Improvement of Cycling Network

The City continued to add to the local cycling network in 2011, which now comprises nearly 60 km of bike routes, with the support of funding grants from external agencies including TransLink and the BC Ministry of Transportation & Infrastructure. The Committee provided feedback on the design and construction of the following facilities.

- Minoru Blvd Bike Route: installation of bike lanes and signage on Minoru Boulevard between Granville Avenue and Alderbridge Way.
- Lynas Lane Bike Route: installation of sharrows and signage to this existing route between River Road and Granville Ave.
- Crabapple Ridge Bikeway: substantial completion of construction (i.e., upgrade of off-street pathways) of this first neighbourhood bike route that connects Terra Nova to Steveston via local roads and pathways west of No. 1 Road.
- Continuity of Bike Lanes: implemented pavement markings and signage to allow through cyclists to travel in the right-turn lane rather than merging with vehicle traffic in the adjacent through lane at intersections where the bike lane is dropped prior to the intersection in order to provide a right-turn only lane. The City has received a number of positive comments from cyclists as a result of this improvement.
- Neighbourhood Bikeways: the Committee focused on the design and development of the second such route – the Parkside Bikeway that will follow Ash Street and ultimately connect South Arm to Westminster Hwy through the McLennan neighbourhood and uses a



Minoru Blvd Bike Lanes



Granville Ave at No. 3 Road

combination of local roads with lower traffic volumes and off-street connecting pathways to connect local destinations such as schools and neighbourhood centres as well as link up to the city's existing on-street cycling network (at Williams Road in the south and Westminster Hwy in the north).

- *Cycling Network Improvement Program*: continued installation of the overlay of bike stencils on loop detectors along designated bike routes so that cyclists know where to position themselves in order to trigger a change in the traffic signal.
- *Development Applications and Road Improvement Projects*: the Committee provided input on proposed cycling facility improvements associated with new developments and road improvement projects including the No. 1 Road and Moncton Street improvements and associated improvements in the Steveston Village area.

1.2 Education and Promotion

The Committee participated in the following activities to promote cycling in Richmond and increase members' knowledge of regional cycling topics that could benefit Richmond.

- *Bike to Work Week (May and November 2011)*: the Committee worked with organizers of this region-wide annual initiative to successfully stage these events in Richmond. During the May event, bike commuter stations at City Hall, Thompson Community Centre, Canada Line Bridge, and Richmond-Brighouse Station recorded a total of 345 cyclists during a 2-hour period. During the November event, 169 cyclists were recorded at bike commuter stations at Thompson Community Centre and the Canada Line Bridge during a 2-hour period. As shown in Figure 1, the number of cyclists observed on city streets during the 2-hour period of the events (i.e., stopping at the commuter station or passing by) continues to grow. Similarly, as shown in Table 1 below, the trend in statistics for registered participants at Richmond workplaces shows a continued increase in not only the total number of participants but also the number of kilometres ridden.

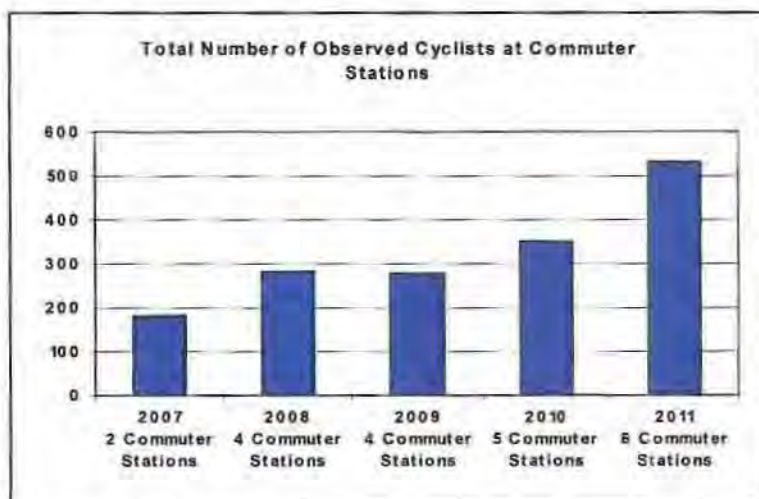


Figure 1: Cyclists Recorded at Commuter Stations

Table 1: Annual Bike to Work Week Statistics for Richmond Workplaces

Statistic	Year					Avg Annual Change
	2007	2008	2009	2010	2011	
# Participants who Logged Trip on Website	203	415	354	314	337	21%
# of Richmond Workplace Teams	42	66	71	105	76	21%
Tonnes GHGs not Emitted (estimate)	2.1	8.0	3.8	3.0	5.6	73%
# Kms Ridden	9,980	26,895	19,350	24,831	26,121	44%
# Trips by Bike	955	2,348	1,002	1,925	1,883	45%

- 11th Annual "Island City, by Bike" Tour (June 12, 2011): each year in June, as part of regional Bike Month activities and the City's Environment Week events, the Committee and the City jointly stage a guided tour for the community of some of the city's cycling routes. The 11th annual "Island City, by Bike" tour was based at South Arm Community Centre and featured short (6.5-km) and long (22-km) rides. Activities included a bike and helmet safety check prior to the ride plus a barbecue lunch and raffle prize draw at the finish. Local businesses donated goods and services to the raffle draw and the event attracted 90 cyclists of all ages and cycling ability.
- VACC Cyclists Handbook: the Committee provided input on the content of cycling handbook produced by the Vancouver Area Cycling Coalition that is targeted to novice cyclists and newcomers to Canada. Electronic copies are available through the City's website and the City also obtained hard copies of the handbook in five different languages that reflect the community's diverse cultures (i.e., English, simplified Chinese, Punjabi, Tagalog, and Korean) for distribution to local community groups.
- UBC "Cycling in Cities" Research: the Committee welcomed Professor Meghan Winters of SFU who is part of the "Cycling in Cities" research team based at UBC that is investigating what factors encourage or discourage the use of bicycles for transportation and which types of transportation infrastructure are associated with increased or decreased risks of injuries to cyclists. Professor Winters presented the results of the newest research: the creation of bikeability maps for the Greater Vancouver area. These maps depict the bikeability of a city (or neighbourhoods within a city) based on five factors: topography, destination density, connectivity of the road network, bike route separation between bikes and vehicles, and bike route density. Compared to other cities in the region, Richmond averages a "medium" bikeability. The city scores high on topography but low on bike route separation (as do all municipalities). Destination density is higher only in the City Centre and Steveston areas and connectivity is generally good outside the ALR areas but bike route density could be improved. Staff notes that increasing destination density across the city is in line with a goal of the OCP (2041) Update to densify and introduce more mixed uses and improved pedestrian and cycling links around neighbourhood centres.
- TransLink Regional Cycling Strategy: the Committee welcomed Kamala Rao of TransLink who presented the agency's recently approved *Regional Cycling Strategy* that has two simple goals of (1) more people make more trips by cycling (measured by mode share), and (2) cycling is safer (measured by cyclist collisions per 100,000 trips and the percentage of women cycling). Eight focus areas (e.g., cycling network, bike-transit integration, education, etc) contain 19 strategies to support achievement of the goals. TransLink is currently developing a funding and implementation plan to support the strategy.



VACC Cyclists Handbook

1.3 Other Cycling-Related Initiatives

The Committee provided input on the following City initiatives with cycling-related elements:

- Official Community Plan (2041) Update: review of and feedback on the draft cycling policies to be included in the Mobility & Access section of the OCP update include the conceptual long-term cycling network; and

- Memorial Bike Rack: in recognition of the passing of a founding member of the Committee in July 2011, the Committee worked with staff to develop a bike rack that will feature a memorial plaque. The bike rack would replace one of the existing bike racks located around the perimeter of the north plaza of City Hall.

2. Initiatives for 2012

In addition to providing input on the planning, design and implementation of major capital cycling infrastructure projects, the Committee proposes to undertake various cycling education and awareness activities and participate in cycling-related initiatives with other City departments and external agencies.

2.1 Cycling Network Expansion & Improvement Projects

The Committee will provide input at the earliest conceptual stage on the prioritisation, planning, design, and implementation of the following projects that expand and/or improve the cycling network:

- Planned Cycling Network Expansion: detailed design of intersection improvements at Garden City Road and Granville Avenue and determination of appropriate engineering measures to support Phase 1 of the Parkside Bikeway;
- Railway Avenue Corridor Trail System: design of this major north-south pedestrian and cycling greenway that will connect Steveston with the Middle Arm Greenway;
- Planned Park, Road and Development Projects: review of additional projects that impact existing cycling facilities or would incorporate new cycling infrastructure as part of the overall project;
- Cycling Network Improvement Projects: work with staff to identify other localised improvements to existing cycling facilities such as additional lighting, pavement markings and signage; and
- Promotion of Completed Routes: develop new and/or enhanced promotional campaigns to raise the awareness of new cycling facilities both locally and regionally, such as news releases, regular City notices in local newspapers and wide distribution of cycling maps.

2.2 Education and Encouragement Initiatives

The Committee will encourage and promote safe cycling as a sustainable travel mode that also has significant health benefits via the following activities:

- 12th Annual "Island City, by Bike" Tour: assist in the planning, promotion and staging of the twelfth annual bike tour of Richmond during Bike Month in June 2012, which is set for Sunday, June 10th at the Terra Nova Rural Park. Both the short and long routes will utilize the Crabapple Ridge Bikeway to raise community awareness of this new neighbourhood bike route.
- Bike to Work Week: assist in the planning, promotion and staging of this region-wide event during May and November 2012, which includes the provision of bike commuter stations throughout the city;

- Richmond 2012 Bike & Trails Map: provide input into the update of the 2010 edition of the Richmond cycling map that will incorporate recent improvements to the local cycling network including the Crabapple Ridge Bikeway, and be integrated with the City's trails map to create a single comprehensive cycling and trails map that features safety tips as well as suggested scenic routes. The new map will be distributed to community centres, libraries and other civic facilities as well as handed out at various City events.
- Streetwise Cycling Workshops: work with the Vancouver Area Cycling Coalition and a variety of Community Associations to host and promote a number of safe cycling education courses at various community centres throughout Richmond.
- City Page and City Website: provide education and awareness notices for both cyclists and motorists in the City Page of the *Richmond Review* (e.g., to complement the planned installation of bike stencils placed on loop detectors at various intersections throughout the city to indicate where cyclists should align their bicycles in order to trigger a change in the traffic signal) and continue to update, revise and enhance cycling-related information on the City's website and Facebook site.



2.3 City Initiatives with Cycling-Related Components

The Committee will provide input on the following City initiatives that have cycling-related elements:

- Official Community Plan (2041) Update: the Committee will provide direct input to City staff on the finalization of the cycling-related policies within the Mobility & Access section of the OCP including any revisions/additions to the *On-Street Cycling Network Plan* in areas outside the City Centre, particularly with respect to the development of a finer grid of neighbourhood cycling links that safely and conveniently connect residents to their local service centre to encourage cycling rather than driving for short trips (i.e., those less than three kilometres).


Financial Impact

There is no financial impact to the City.

Cycling infrastructure projects are presented separately for Council approval as part of the annual Major Capital Works Program process. The various education and awareness initiatives can be undertaken within existing divisional work programs and will not require additional resources. Staff will report to Council for specific approval should the implementation of any initiatives have funding implications to the City. Staff attendance at Committee meetings, which occur outside regular office hours, result in some overtime cost to the City. This overtime cost can be absorbed in the divisional operating budget provided the current service level is maintained.

Conclusion

The Richmond Community Cycling Committee continues to be an effective community forum for enhancing the city's cycling environment and promoting safe cycling in Richmond. The Committee's proposed 2012 initiatives would continue efforts to further encourage greater and safer cycling in Richmond, which in turn will support progress towards meeting the City's target for the reduction of greenhouse gas emissions as well as the sustainability goals of the City's Official Community Plan (2041) Update. Upon Council endorsement of these initiatives, staff will forward a copy of this report to the Council-School Board Liaison Committee for its information.



Joan Caravan
Transportation Planner
(604-276-4035)
(on behalf of the Richmond Community Cycling Committee)



City of Richmond

Report to Committee

To: Public Works and Transportation Committee **Date:** December 23, 2011
From: Victor Wei, P. Eng.
Director, Transportation **File:** 01-0100-20-TSAD1-
01/2011-Vol 01
Re: **TRAFFIC SAFETY ADVISORY COMMITTEE – PROPOSED 2012 INITIATIVES**

Staff Recommendation

1. That the proposed 2012 initiatives for the Traffic Safety Advisory Committee, as outlined in the report from the Director, Transportation, be endorsed.
2. That a copy of the above report be forwarded to the Richmond Council-School Board Liaison Committee for information.

Victor Wei, P. Eng.
Director, Transportation
(604-276-4131)

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ROUTED TO:		CONCURRENCE		CONCURRENCE OF GENERAL MANAGER	
Community Bylaws		Y	<input checked="" type="checkbox"/>	N	<input type="checkbox"/>
RCMP		Y	<input checked="" type="checkbox"/>	N	<input type="checkbox"/>
Fire-Rescue		Y	<input checked="" type="checkbox"/>	N	<input type="checkbox"/>
REVIEWED BY TAG		YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
REVIEWED BY CAO		YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>

Staff Report

Origin

Council endorsed the establishment of the Traffic Safety Advisory Committee (TSAC) in 1997 to create a co-operative partnership between City staff, community groups and other agencies that seek to enhance traffic and pedestrian safety in Richmond. The Committee provides input and feedback on a wide range of traffic safety issues such as school zone concerns, neighbourhood traffic calming requests and traffic-related education initiatives. TSAC currently has representation from the following groups: Insurance Corporation of BC (ICBC), Richmond School District, Richmond RCMP, Richmond Fire-Rescue, and the City's Transportation and Community Bylaws Divisions.¹ This report summarizes the Committee's activities in 2011 and identifies proposed initiatives for 2012.

Analysis

1. Activities and Accomplishments in 2011

The Committee's major activities and accomplishments in 2011 are summarized below.

1.1 Road Safety Measures

The Committee provided input on and/or participated in the following measures aimed at improving the safety of Richmond roads for all users:

- Traffic Calming: potential installation of speed humps and other traffic calming measures on various roadways to address vehicle speeding concerns;
- Driver Feedback Signs: installation of new electronic unit on Gilbert Road south of Finn Road;
- No U-Turn Signage: review of existing "No U-Turn" signage to determine its effectiveness;
- No. 3 Road Median Railings: proposed installation of centre median railings on No. 3 Road to deter jaywalking by pedestrians in the vicinity of Aberdeen and Richmond-Brighouse Stations;
- Illegal Passing of School Buses: enforcement and education initiatives to deter motorists from illegally passing school buses when the vehicles' red lights are flashing;
- Update of Scooter Brochure: update of the City's "Road Safety Tips for Scooter Users" brochure to incorporate new technology and information; and
- Arterial Road Crosswalks: continuation of a city-wide phased program to upgrade the minimum standard of arterial road crosswalks to "special crosswalks" with internally lit overhead signs with downward lighting and pedestrian-actuated amber flashers and beacons.

1.2 On-going School Zone Traffic Safety Activities

The Committee contributed to enhancing school zone traffic and pedestrian safety through the following activities:

¹ The Committee has been without a representative of the Richmond District Parents Association (RDPA) since July 2009. Staff have made several requests for a new member to Richmond School District staff as well as the Council-School Board Liaison Committee. As staff recognize that a volunteer parent may find it challenging to attend TSAC meetings, staff will advise the RDPA that individual Parent Advisory Committee (PAC) members are welcome to attend TSAC meetings to discuss any school-related traffic safety issues.

- Enforcement: on-going enforcement of school zone traffic regulations, particularly during back to school periods such as the beginning of school terms in September; and
- Parking & Access: providing input on the improvement of parking and circulation layouts and identifying the requirement for and providing input on the installation of new walkways and crosswalks as well as upgrading existing crosswalks to improve pedestrian access.

1.3 Road Safety Campaigns

The Committee participated in various ICBC- and RCMP-led road safety campaigns including:

- Distracted Driving (February 2011): police and traffic agencies across the Lower Mainland participated in a multi-jurisdictional wide campaign targeting “distracted driving” including drivers using cell phones.
- Commercial Vehicles (March 2011): enforcement and vehicle inspections co-ordinated with the cities of Vancouver and Delta;
- Railway Crossings (April 2011): road safety at railway crossings co-ordinated with CN Rail; and
- Impaired Drivers (July-August 2011): province-wide CounterAttack road checks.

2. Proposed Initiatives for 2012

In addition to developing and providing input on corrective measures to address identified traffic safety concerns, the Committee will undertake a number of proactive initiatives to enhance traffic safety and promote traffic safety education.

2.1 Road Safety and Traffic Calming Measures

The Committee will participate in the following measures to improve the safety of all road users:

- Traffic Calming: the assessment, implementation and monitoring of road safety and traffic calming measures where warranted in local neighbourhoods, together with consultation with Richmond RCMP and Richmond Fire-Rescue prior to the implementation of any traffic calming measures;
- Pedestrian & Traffic Safety: continue to support and participate in on-going multi-agency efforts to increase the level of pedestrian and traffic safety, such as annual campaigns held by ICBC and Richmond RCMP;
- Accessible Pedestrian Signals: provide input on the implementation of accessible pedestrian signal features at signalized intersections and special crosswalks;
- Overhead Illuminated Street Name Signs: provide input on priority locations for the installation of overhead LED illuminated street name signs, which will improve wayfinding for all road users, particularly at night; and
- Discouraging Vehicle Speeding: the member agencies of the Committee will continue to jointly work on initiatives to curb vehicle speeding in the community, such as the targeted enforcement program of the Richmond RCMP.

2.2 School Zone Traffic Safety – On-Going Programs

The Committee will continue its involvement in the on-going review and improvement of traffic and pedestrian safety in school zones through:

- improving vehicle parking and circulation layout at schools;
- supporting the enforcement of school zone traffic violations; and
- introducing new walkways and crosswalks as well as upgraded crosswalks to improve pedestrian safety.

2.3 Other Programs and Initiatives

The Committee will continue to work on and/or provide input to the following programs and initiatives:

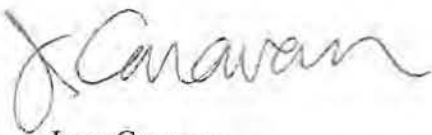
- Steveston Parking Strategy: provide input on possible traffic safety implications of any proposed parking strategies (e.g., parking in laneways);
- Special Events: provide comment and input from a traffic safety perspective on the development and implementation of traffic management plans to support special events; and
- Richmond Parking Advisory Committee: provide input to this Committee as required, as some items may have traffic safety implications (e.g., installation of crosswalks and changes to on-street parking regulations).

Financial Impact

As in previous years, staff resources required to support this Committee have been included in the proposed 2012 Operating Budget. Costs associated with the installation of traffic control devices, walkway construction and other road and traffic safety improvements are normally accommodated in the City's annual capital budget and considered as part of the annual budget review process. Some of these projects are eligible for financial contribution from external agencies (e.g., ICBC and TransLink).

Conclusion

The Traffic Safety Advisory Committee is one of the few multi-agency forums in the region dedicated to enhancing pedestrian and traffic safety within its home municipality. Since its inception in 1997, the Committee has provided input on and support of various traffic safety improvements and programs and initiated a range of successful measures encompassing engineering, education and enforcement activities. Upon Council endorsement of these initiatives, staff will forward a copy of this report to the Richmond Council/School Board Liaison Committee for its information.



Joan Caravan
Transportation Planner
(604-276-4035)
(on behalf of the Traffic Safety Advisory Committee)

DEVELOPMENT PERMIT PANEL

REPORTS AND ACCOMPANYING PLANS

TO BE CONSIDERED BY COUNCIL

AT THE COUNCIL MEETING

SCHEDULED FOR

Monday, January 23, 2012

Mayor Malcolm D. Brodie	Councillor Linda McPhail
Councillor Chak Au	Councillor Harold Steves
Councillor Linda Barnes	Director, City Clerk's Office
Councillor Derek Dang	Director, Development
Councillor Evelina Halsey-Brandt	Council Chambers Binder
Councillor Ken Johnston	Front of House Counter Copy
Councillor Bill McNulty	



City of Richmond
Planning and Development Department

Memorandum

To: David Weber
Director, City Clerk's Office

Date: January 16, 2012

From: Brian J. Jackson, MCIP
Director of Development

File: DP 10-545704

Re: **Application by – Chen Design Studio for Development Permit at
7900 Bennett Road**

The attached Development Permit was given favourable consideration by the Development Permit Panel at their meetings held on July 27, 2011 and January 11, 2012.

It would now be appropriate to include this item on the agenda of the next Council meeting for their consideration.

Brian J. Jackson
for Brian J. Jackson, MCIP
Director of Development

TB:blg
Att.



Development Permit Panel

Wednesday, July 27, 2011

Time: 3:30 p.m.
Place: Council Chambers
Richmond City Hall
Present: Joe Erceg, Chair
Robert Gonzalez, General Manager, Engineering and Public Works
Dave Semple, General Manager, Parks and Recreation

The meeting was called to order at 3:30 p.m.

1. Minutes

It was moved and seconded

That the minutes of the meeting of the Development Permit Panel held on Wednesday, July 13, 2011, be adopted.

CARRIED

2. Development Permit 10-545704

(File Ref. No.: DP 10-545704) (REDMS No. 3218163)

APPLICANT: Chen Design Studio

PROPERTY LOCATION: 7900 Bennett Road

INTENT OF PERMIT:

1. Permit the construction of two (2) back-to-back duplexes at 7900 Bennett Road on a site zoned "Infill Residential (RI2)"; and
2. Vary the provisions of the Richmond Zoning Bylaw No. 8500 to permit a 0.5m building projection beyond the vertical height envelope.

Applicant's Comments

Xi Chen, Designer, Chen Design Studio, provided the following details regarding the proposed two back-to-back duplexes at 7900 Bennett Road:

- the subject site was subdivided into two new lots, and a two-unit duplex building is proposed for each lot;

- the proposed design of the buildings are two-storey wood frame homes, approximately the same height as existing adjacent residences;
- the proposed front yard setback matches the front yard setback of existing adjacent homes;
- the proposed density is 0.55 floor area ratio;
- architectural form and character is similar to single-family, duplex, and two-storey townhouse residences on adjacent lots;
- Crime Prevention Through Environmental Design (CPTED) is applied to the proposed development, and safety and security is enhanced by: (i) a front fence that is less than 1 metre in height to allow casual observation of the street; (ii) well lit entrances to residences; and (iii) a shared tenant pathway for "B" units;
- accessibility features are in place throughout the design scheme, and aging-in-place features are provided in all units;
- the rear "B" units will be convertible, and have the base level of accessible features, such as widened doors, stairs and corridors throughout;
- framing and electrical elements are included for a future stair lift, and the living room is convertible into a bedroom, with an accessible washroom included;
- sustainability features on site include permeable pavers, low flow fixtures and faucets, water efficient appliances, and dual flush toilets;
- there are motion sensors and timers in the public area to reduce electricity consumption;
- low glazing is used, as are low emitting materials, where applicable; and
- operable windows will create a better indoor environment.

In response to the Chair's query regarding parking, Ms. Chen stated that the zoning bylaw requirement of greater than 1.0 resident parking spaces per dwelling unit, or 0.5 parking spaces per bedroom (3 spaces per lot), is achieved.

In response to the Chair's request for information regarding access to the site, garages, and landscaping, Masa Ito, Ito and Associates, Landscape Architects, advised that:

- rear lane access is provided to this site from Acheson Road, with parking garages at the rear of the site;
- the landscape scheme includes a patio space at the front of each unit, and boulevard street trees; and
- an open arbour denotes the main entrance to the site.

Panel Discussion

Discussion ensued between the Panel and Mr. Ito regarding:

- all parking is at the rear of the subject site, and a pathway in the centre of the site features some low landscaping to soften the edges;
- the proposed fence could be relocated further toward the north, to allow the addition of more landscaping elements;
- the access from the lane is a hard surface;
- no outdoor amenity space is provided on site, but the project is located close to the City's Brighthouse Park, an area that offers outdoor space; and
- fencing the perimeter is a questionable solution to adjacency issues.

Discussion continued with the Panel questioning the appropriateness of: (i) a lack of outdoor space; (ii) reliance on Brighthouse Park for outdoor activity for children; (iii) questionable safety for children leaving the subject site and going to Brighthouse Park for play; and (iv) the general lack of quiet outdoor space on the subject site.

Staff Comments

Brian J. Jackson, Director of Development, advised that the unique zone "Infill Residential" was created specifically for the Atchison Road/Bennett Road area, and that the zone has no requirement for a common outdoor amenity space, though the infill residential project to the east of the subject site features detached garages.

The design scheme includes a trade off between attached garages and having additional parking off the lane, and pushing the garages further south.

In response to a query from the Chair, Mr. Jackson advised that if the applicant moved the garages further north on the subject site without a dedication on the south side, vehicles might have a problem manoeuvring onto the half lane.

Gallery Comments

Bob Harrison, 9591 McBurney Drive, stated that a 3:30 p.m. start time for a Panel meeting was inconvenient for some residents.

Correspondence

None.

Panel Discussion

The Chair stated that the project's design could be more appropriate and more sensitively executed in terms of: (i) landscaping; (ii) presentation to the lane; (iii) whether there is a way to make access to the site, and parking, more workable; and (iv) the provision for usable outdoor space for each unit.

The Chair added that he had a concern regarding liveability for future residents of the rear, or, "B" units.

The Panel further commented that: (i) now was an opportune time to be creative; and (ii) replacing fences was an inadequate response to interface with adjacent properties.

Panel Decision

It was moved and seconded

That Development Permit 10-545704 be referred back to staff for further examination of:

- (i) the landscaping scheme;*
- (ii) presentation to the lane;*
- (iii) access to the site;*
- (iv) on-site parking; and*
- (v) provision of useable outdoor space for each unit.*

CARRIED

3. Development Permit DV 10-542375

(File Ref. No.: DV 10-542375) (REDMS No. 3227953)

APPLICANT: Provincial Rental Housing Corporation

PROPERTY LOCATION: 8180 Ash Street

INTENT OF PERMIT:

1. Vary the minimum lot width from 12 m to 8.3 m for proposed Lot 5; and
2. Vary the minimum lot frontage from 6 m to 0.38 m for proposed Lot 4, to 2.7 m for proposed Lot 5 and to 0.60 m for proposed Lot 6

To permit subdivision of 8180 Ash Street into six (6) lots zoned "Single Detached (RS1/B)" for the purpose of developing affordable single-family dwellings.

Applicant's Comments

Julio Gomberoff, Retired Architect, 455 Beach Crescent, Vancouver, spoke in general terms regarding: (i) the more than 6 feet of frontage; (ii) the recessed property line; (iii) the unique hammerhead driveway arrangement that allows for cars to go forward onto Dayton Court; (iv) the size of the six proposed lots exceeds the zoning bylaw requirement; (v) the 2 ½ storey height of the proposed homes; (vi) the finished site grade; (vii) the subject site's potential to add between 6 and 9 cars to the neighbourhood; and (viii) shrubs, grass, and the number of trees to be planted on site as part of the landscaping scheme.



Development Permit Panel

Wednesday, January 11, 2012

Time: 3:30 p.m.

Place: Council Chambers
Richmond City Hall

Present: Joe Erceg, Chair
Robert Gonzalez, General Manager, Engineering and Public Works
Dave Semple, General Manager, Parks and Recreation

The meeting was called to order at 3:30 p.m.

1. Minutes

It was moved and seconded

That the minutes of the meeting of the Development Permit Panel held on Wednesday, December 14, 2011, be adopted.

CARRIED

2. Development Permit 10-545704 (File Ref. No.: DP 10-545704) (REDMS No. 3420906)

APPLICANT: Chen Design Studio

PROPERTY LOCATION: 7900 Bennett Road

INTENT OF PERMIT:

1. Permit the construction of two (2) back-to-back duplexes at 7900 Bennett Road on a site zoned "Infill Residential (RI2)"; and
2. Vary the provisions of the Richmond Zoning Bylaw No. 8500 to permit a 0.5 m building projection beyond the vertical height envelope.

Applicant's Comments

Xi Chen, Designer, Chen Design Studio, advised that since the July 27, 2011 meeting of the Development Permit Panel, during which the Panel reviewed the proposed two back-to-back duplexes at 7900 Bennett Road, the following revisions to the development had been made:

Development Permit Panel
Wednesday, January 11, 2012

- the garages have been: (i) detached from the principal building to create more amenity space; and (ii) shifted to improve access;
- a lattice fence had been developed to make the amenity space more open and more useable by residents; and
- revisions have been made to the landscaping scheme by making more planting area available.

In response to the Chair's question, the applicant confirmed that the garages are now detached, not attached to residential units, so that each residential unit now had a rear yard space.

Staff Comments

Brian J. Jackson, Director of Development, stated that when the project was first presented to the Panel, rear residential units had no private amenity space, but that the applicant has addressed this issue, and now each rear unit includes a private amenity space. In addition, there is a small communal space, featuring a sandbox play element, to be shared by four units. Also, permeable paving for the outdoor access driveways enhances the appearance of the development.

In response to the Chair's query regarding vehicles turning in the lane, Mr. Jackson confirmed that the turning template is large enough for drivers to make turns.

Correspondence

Rob Bodnar and Norma Miller, 215 Creekside Drive, Salt Spring Island (Schedule 1)

Mr. Jackson advised that the correspondents were in favour of the proposed development, and expressed their desire that the City upgrade sidewalks on Bennett Road.

Gallery Comments

None.

Panel Discussion

The Panel expressed appreciation to the applicant for the changes made to the design scheme.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would:

1. *Permit the construction of two (2) back-to-back duplexes at 7900 Bennett Road on a site zoned "Infill Residential (RI2)"; and*

2. *Vary the provisions of the Richmond Zoning Bylaw No. 8500 to permit a 0.5 m building projection beyond the vertical height envelope.*

CARRIED

3. Development Permit DP 10-538908

(File Ref. No.: DP 10-538908) (REDMS No. 3435263)

APPLICANT: Doug Massie, Architect of Chercover Massie & Associates Ltd.

PROPERTY LOCATION: 8851 Heather Street

INTENT OF PERMIT:

1. Permit the construction of a two-storey building for a licensed child care facility for approximately 60 children at 8851 Heather Street on a site zoned Assembly (ASY); and
2. Vary the provisions of Richmond Zoning Bylaw 8500 to:
 - a) Reduce the minimum interior side yard from 7.5 m to 1.2 m;
 - b) Reduce the minimum public road parking setback from 3 m to 1.5 m; and
 - c) Permit 54% small car parking spaces on a site with less than 31 parking spaces (8 small car parking spaces of total 15 spaces).

Applicant's Comments

Doug Massie, Architect, Chercover Massie & Associates Architecture and Engineering, spoke on behalf of the owner, and advised that he wished to address points raised in letters from neighbours regarding the proposed two-storey building for a licensed child care facility for approximately 60 children, at 8851 Heather Street. Mr. Massie stated that:

- traffic, the lack of sidewalks and the ditch on Heather Street are items beyond the responsibility of the applicant, who has no way of responding to these matters;
- Chercover Massie & Associates has designed other daycare centres and none of them create traffic issues in their neighbourhoods;
- as a typical Richmond street, Heather Street can handle many more cars than it does at present;
- the applicant has submitted evidence to City planning staff that shows that the volume of cars created by the proposed child care facility has minimal impact on the traffic on Heather Street;
- the number of parking stalls proposed for the site is dictated by the City's zoning bylaw, and is designed to the standards of the bylaw, with the exception of the number of small car stalls, which is the reason behind the request for the variance;
- the proposed building has been designed to meet the B.C. Government standards for child care facilities;

Schedule 1 to the Minutes of the
Development Permit Panel
Meeting of Wednesday, January
11, 2012.

January 11, 2012

Terry Brunette
Planner 2
City of Richmond
Planning and Development Department

To Development Permit Panel	
Date:	JAN. 11, 2012
Item #	2
Re:	10-545704

Terry:

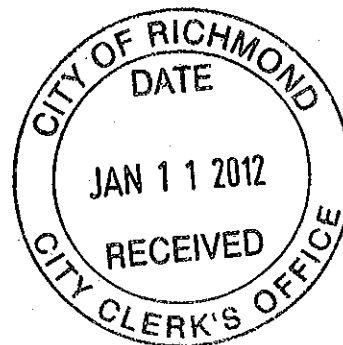
RE: DP 10-545704 - Revised application in response to DPP referral by Chen Design Studio for a development permit at 7900 Bennett Road

We are pleased that 7900 Bennett Road is slated for redevelopment. Our concerns lie in the areas of parking and pedestrian traffic.

We have owned properties on this block since 1999 (7800 and 7926). One of the attractions for us was the vision articulated in the 1995 Acheson Bennett Sub-Area Plan. Specifically, we were drawn to a future that included sidewalks and on-street parking. By our count, 33 of the 37 lots on the south side of Bennett are built (or being redeveloped) since the 1995 Plan. Unfortunately, since 1999, no sidewalks have been added. And, as density has increased, residents on Bennett and Acheson are increasingly likely to park on the city-owned front lawns of newly-developed duplexes—with little or no consequences from the City.

The development proposed for 7900 Bennett Road may well attract residents with parking needs that exceed the space being made available (appears to be 12 bedrooms and only six parking spots). If the City is committed to its vision for this neighbourhood, then please follow the sub-area plan through by realizing the transportation objective. If that isn't possible at this time, we urge the City to enforce the parking bylaws already in place, as we often have complaints from our tenants. Both actions will help preserve the character of this neighbourhood.

Thank you,
Rob Bodnar & Norma Miller
215 Creekside Drive
Salt Spring Island
V8K 2E4





City of Richmond
Planning and Development Department

**Report to
Development Permit Panel**

To: Development Permit Panel

TO: DPP Mtg. July 29, 2011

Date: July 6, 2011

From: Brian J. Jackson, MCIP
Director of Development

File: DP 10-545704

Re: **Application by Chen Design Studio for a Development Permit at 7900 Bennett Road**

Staff Recommendation

That a Development Permit be issued which would:

1. Permit the construction of two (2) back-to-back duplexes at 7900 Bennett Road on a site zoned "Infill Residential (RI2)"; and
2. Vary the provisions of the Richmond Zoning Bylaw No. 8500 to permit a 0.5m building projection beyond the vertical height envelope.

Brian J. Jackson, MCIP
Director of Development

BJJ:tcb
Att. 3

Staff Report

Origin

Chen Design Studio has applied to the City of Richmond for permission to develop two (2) back-to-back duplexes at 7900 Bennett Road on a site currently zoned "Single Detached (RS1/E)". The site currently contains a single family dwelling.

The site is being rezoned from "Single Detached (RS1/E)" to "Infill Residential (RI2)" for this project under Bylaw 8699 (RZ 10-521539).

No upgrades are required to either water or the sanitary sewer. The storm analysis has identified that the ditch fronting this development does not meet current engineering standards. Storm Sewer Upgrades, Frontage Improvements, and Lane Improvements will be provided under Servicing Agreement prior to adoption of the rezoning bylaw.

The applicant is required to pay School Site Assignment Charges, Address Assignment Fees, Greater Vancouver Sewage & Drainage District Development Cost Charges, and servicing costs.

Development Information

Please refer to the attached Development Application Data Sheet (**Attachment 1**) for a comparison of the proposed development data with the relevant Bylaw requirements.

Surrounding Development

To the North:	Single Detached (RS1/E)	Existing Development - Single-Family Dwelling
To the East:	Infill Residential (RI1)	Existing Development - Back-to-Back Duplexes
To the South:	Town Housing (ZT45)	Existing Development - Townhouse (2-storeys)
	Single Detached (RS1/E)	Existing Development - Single-Family Dwelling
To the West:	Infill Residential (RI1)	Existing Development - Single-Family Dwelling

Rezoning and Public Hearing Results

During the rezoning process, minor issues were identified. Staff worked with the Applicant to ensure that:

- The Design Guidelines were fulfilled through varied building mass and elevations (bay windows, hipped roofs and columned entry porches), varied fenestration (subtle mullion variations), upgraded cladding (hardi-plank throughout), and a subtle natural colour palette.
- The requested variance, based on drawings submitted at rezoning and development permit application, was reviewed to:
 - Permit a 0.5m building projections beyond the vertical height envelope to accommodate a gable ridge projection.

A Public Hearing for the rezoning of this site was held on March 21, 2011. One (1) letter was received which expressed concern over a possible increase in traffic flow on Bennett Road if density is increased with no rear lane access. Rear lane access is provided to this site from Acheson Road which should re-direct some traffic flow from Bennett Road and alleviate increased traffic to Bennett Road.

Staff Comments

The proposed scheme attached to this report has satisfactorily addressed the significant urban design issues and other staff comments identified as part of the review of the subject Development Permit application. In addition, it complies with the intent of the applicable sections of the Official Community Plan and is generally in compliance with the Infill Residential (RI2) Zone except for the zoning variance noted below.

Zoning Compliance/Variations (staff comments in bold)

The proposed Infill Residential (RI2) Zone does not contain provisions to enable projections beyond the vertical height envelope. A variance will be required to enable a minor projection to maintain the desired form and character encouraged by the *OCP-Acheson Bennett Sub-Area Plan*. The applicant requests to vary the provisions of the Richmond Zoning Bylaw No. 8500 to:

- Permit a 0.5m building projection beyond the vertical height envelope to accommodate a gable ridge projection .
(Staff recommends support for this variance as the façade articulation and massing provide an improved streetscape and are consistent with other similar projects in the same zone.)

Advisory Design Panel Comments

Due to the small scale of the proposed development, the application was not presented to the Advisory Design Panel.

Analysis***Policy***

Broad criteria and policies for the issuance of Development Permits appear in Bylaw 7100, the Official Community Plan (OCP):

Schedule 1:	9.2	General Guidelines
	9.3	Multiple-Family Residential Development Permit Guidelines (Townhouses)
Schedule 2:	2.10	City Centre Area Planning Committee
	2.10B	Acheson-Bennett Sub-Area Plan

Conditions of Adjacency

- The proposed height, siting and orientation of the buildings respect the finer grain of the character evolving in the surrounding residential development.

Urban Design and Site Planning

- The subdivision of the subject site into two (2) lots requires a separate application. The subdivision must be approved prior to issuance of a building permit.
- Parking will be provided at a rate the greater of 1.0 resident parking spaces per dwelling unit or 0.5 parking spaces per bedroom (3 spaces per lot) as required by the Infill Residential (RI2) Zone. No visitor parking is required in Infill Residential (RI2) Zone if there are less than four (4) dwelling units per lot; and
- Passive surveillance opportunities are presented through the siting of the building and the relationship between the indoor spaces and the outdoor areas to meet safety and crime prevention objectives.

Architectural Form and Character

- The form of development is similar to new townhouses previously approved on Acheson Road.
- The proposed site layout provides for an attractive pedestrian oriented townhouse elevation fronting Bennett Road, which is consistent with the guidelines for the Acheson Bennett Sub-Area.
- Design Guidelines are fulfilled through the varied building mass and elevations (bay windows, hipped roofs columned entry porches), varied fenestration (subtle mullion variations) and muted, natural colour palette. The massing and style of the building forms are compatible and contribute to a consistent streetscape image and presence.
- The proposed building materials (stucco, hardi-plank siding, painted wood trim and asphalt shingle roofing) are generally consistent with the Official Community Plan (OCP) Guidelines and Sub-Area Plan.

Landscape Design and Open Space Design

A Landscape Plan, Tree Survey and a Landscape Architect/Arborist's report have been submitted by the applicant:

- Twenty-six (26) existing bylaw-sized trees are on site.
- The condition of these trees is generally poor, as almost all suffer from neglect, over crowding and competitive shading with poor pruning and/or damage. They would not survive once the grade is raised.
- Two (2) bylaw-sized trees could be viable for retention as their condition and size are good.
- Only one (1) of these viable, bylaw-sized tree can be retained, as the second viable tree is located within the lane dedication.
- Twenty-five (25) existing bylaw-sized trees are recommended for removal.
 - Three (3) trees fall within the required lane dedication.
 - Seven (7) trees comprise a hedgerow to the west property line.
- Fifteen (15) trees are required to be replaced at a 2:1 ratio:
 - Three (3) trees are located within the driveways for parking access.
 - Ten (10) trees are located as perimeter plantings (similar to a hedgerow).
 - Two (2) trees are located within the envelope.
 - All trees have been compromised by neglect, over crowding and poor pruning or damage.

A landscape plan has been prepared which proposes retention of one (1) viable existing tree, and planting a total of nine (9) specimen trees. Additional small and medium-size shrubs, predominantly broad-leafed evergreens, will also be planted.

- The Landscape plan proposes to provide nine (9) replacement trees.
- The remaining 21 replacement trees will be addressed by the "cash-in-lieu" option. Cash-in-lieu to be: 21 replacement trees @ \$500/tree equals \$10,500.
- The Landscape Plan will integrate well with the existing streetscape.
- Given the size of the project overall, the small number of bedrooms in each unit, the provision of private yard space for each unit and the proximity to Brighthouse Park, outdoor amenity space is not provided.
- The landscape plan has been further assessed with the review of the Development Permit. In order to ensure that this work is undertaken, the applicant is required to provide a landscape security (approximately \$25,509.20) with the Development Permit.
- The replacement boulevard street trees are secured through the frontage improvements required as a condition of the rezoning.

Note: Two (2) trees on City-owned property along Bennett Road are recommended for removal by the Arborist. These trees have been severely pruned by hydro crews.

Crime Prevention Through Environmental Design

- Passive surveillance opportunities are presented through the siting of the building and the relationship between the indoor spaces and the outdoor areas to meet safety and crime prevention objectives.
- Effective lighting of buildings, open spaces, parking areas, and along the drive aisles will be provided.

Flood Management

In accordance with the *Flood Protection Management Strategy*, registration of a Flood Indemnity Covenant will be required prior to Rezoning adoption.

Affordable Housing

- The applicant will be making a voluntary cash contribution to the affordable housing reserve fund in accordance with the City's Affordable Housing Strategy.
- For Infill Residential (RI2) townhouse developments, the *Richmond Zoning Bylaw (Section 5.15)* specifies a voluntary cash contribution of \$2.00 per buildable square foot directed to the Affordable Housing Reserve Fund to achieve an increase in density from 0.4 to 0.55 FAR.
- A cash contribution of \$2.00 per buildable square foot (e.g., approximately \$9,047.66) towards the City's Affordable Housing Reserve will be made.

Accessibility/Aging In Place

- The applicant has proposed units that include substantial living areas at the ground floor.
- "Aging-In-Place" features will be provided to all units (e.g., inclusion of blocking to bathrooms for installation of grab-bars, and provision of lever door handles.)
- In addition, the rear units (Unit B) of each duplex will be convertible and have the base level of accessible features described above, and also, widened doors, stairs and corridors throughout, and framing/ electrical installed for a future stair lift or lift, and a Living Room convertible to a Bedroom with an accessible washroom and lift.
- Accessible features are fully noted on the attached Development Permit Drawings and will be fully detailed on the Building Permit Drawings.

Indoor/Outdoor Amenity

No common shared Indoor/Outdoor Amenity Space is required for this development, but each unit will have access to private outdoor space.

Sustainability

Sustainability features (listed below) have been included in the Rezoning Considerations will be specified and detailed in the Building Permit:

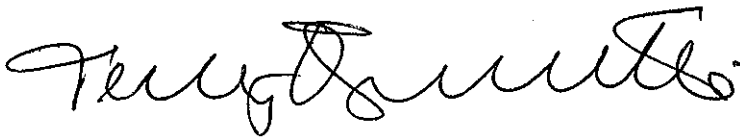
- Landscaping and permeable paving that may assist in diverting storm water run-off from the storm sewer system and reducing the urban heat island effect;
- Reduction of fresh water use by specifying low flow fixtures and water efficient appliances, dual-flush toilets, and low-flow faucets;
- Motion sensors and timers in public areas to reduce electricity consumption; efficient fixed lights, fans and heating equipment, as well as, increased occupant control (heating zones within the unit) to decrease energy consumption;
- Low e-glazing to reduce heat gain; demolition/construction to divert waste from landfills; products made out of recycled material or with recycled content used where applicable and

concrete with fly ash content specified where possible; locally/regionally harvested and manufactured products used where possible throughout the project;

- Low emitting materials sealants, adhesives, paints, carpets and composite wood used where applicable; and
- Operable windows specified to contribute to the quality of the indoor environment.

Conclusions

The applicant has satisfactorily addressed design issues that were identified through the rezoning process, as well as staff comments regarding conditions of adjacency, site planning and urban design, architectural form and character, and landscape design. The applicant has presented a development that fits into the existing context. Therefore, staff recommends support of this Development Permit application.



Terry Brunette
Planner 2

TCB:cas

Prior to forwarding this application to Council for approval, the following is required:

- Receipt of a Letter-of-Credit for landscaping in the amount of \$25,509.20.
- Receipt of a contribution of \$10,500 to the City's Tree Compensation Fund.

Prior to issuance of a Demolition Permit for the existing dwelling, the following is required:

- Installation of Tree Protection Fencing as noted on the Landscape Plan, to City standards, prior to the issuance of a Permit for the existing dwelling on-site. This fencing is to remain in place until construction of the future dwellings on the site is complete.

Prior to Issuance of a Building Permit, the following is required:

- The applicant is required to obtain a Building Permit for any construction hoarding associated with the proposed development. If construction hoarding is required to temporarily occupy a street, or any part thereof, or occupy the air space above a street or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. *For further information on the Building Permit, please contact Building Approvals Division at 604-276-4285.*
- Submission of a construction traffic and parking management plan to the satisfaction of the City's Transportation Division (<http://www.richmond.ca/services/ttp/special.htm>).



City of Richmond

6911 No. 3 Road
Richmond, BC V6Y 2C1
www.richmond.ca
604-276-4000

Development Application Data Sheet

DP 10- 545704

Attachment 1

Address: 7900 Bennett Road – Table for Proposed East & West Subdivided Parcels

Applicant: Chen Design Studio

Planning Area(s): City Centre Area – Acheson Bennett Sub-Area

	Existing	Proposed
Owner:	Pujun Ren	Pujunj Ren
Site Size (m²):	825.4 m ²	2 lots @ 381.6 m ² each
Land Uses:	Single Family Dwelling	Duplex on Each Parcel
OCP Designation:	Neighbourhood Residential	Neighbourhood Residential
Area Plan Designation:	Mixed Single-family & Small-scale Multi-family	Mixed Single-family & Small-scale Multi-family
702 Policy Designation:	N/A	N/A
Zoning:	RS1/E	RI2
Number of Units:	1 unit	4 units (Duplex on Each Parcel)
Other Designations:	N/A	N/A

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Density (units/acre):	N/A	N/A	none
Floor Area Ratio:	Max. 0.55	0.55	none
Lot Coverage – Building:	Min. 45% m	44.3% m	none
Lot Size (min. dimensions):	Min. 312 m ² to Max. 1560 m ²	2 lots @ 381.6 m ²	none
Setback – Front Yard (m):	Min. 4.5 m	4.5 m	none
Setback – Interior Side Yards (m)	Min. 1.2 m Min 0.6 (Garage)	Min. 1.2 m Min 0.6 (Garage)	none
Setback – Rear Yards (m)	Min. 6.0 m Min. 1.2 m (Garage)	6.0 m	none
Height (m):	Max. 9 m	Max. 8.8 m (7.65m to roof mid-point)	none

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Off-street Parking Spaces – Regular (R) / Visitor (V):	Greater of 1 (per DU) or 0.5 (per Bedroom) and 0 (V) per unit	Greater of 1 (per DU) or 0.5 (per Bedroom) and 0 (V) per unit	none
Off-street Parking Spaces – Total:	3 per lot	3 per lot	none
Tandem Parking Spaces:	Not permitted	0	none
Amenity Space – Indoor:	N/A	N/A	none
Amenity Space – Outdoor:	N/A	Private Yards	none

Other: Tree replacement compensation for loss of significant trees provided @ 2:1 ratio and/or cash-in-lieu.



City of Richmond
Planning and Development Department

Development Permit

No. DP 10-545704

To the Holder: CHEN DESIGN STUDIO

Property Address: 7900 Bennett Road

Address: 3228 - 8700 McKim Way, Richmond, BC V6X 4A5

1. This Development Permit is issued subject to compliance with all of the Bylaws of the City applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Development Permit applies to and only to those lands shown cross-hatched on the attached Schedule "A" and any and all buildings, structures and other development thereon.
3. The "Richmond Zoning Bylaw No. 8500" is hereby varied to:
 - a) Permit a 0.5m building projection beyond the vertical height envelope to accommodate a gable ridge projection.
4. Subject to Section 692 of the Local Government Act, R.S.B.C.: buildings and structures; off-street parking and loading facilities; roads and parking areas; and landscaping and screening shall be constructed generally in accordance with Plans #1 to #6 attached hereto.
5. Sanitary sewers, water, drainage, highways, street lighting, underground wiring, and sidewalks, shall be provided as required.
6. As a condition of the issuance of this Permit, the City is holding the security in the amount of \$25,509.20 to ensure that development is carried out in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Holder if the security is returned. The condition of the posting of the security is that should the Holder fail to carry out the development hereby authorized, according to the terms and conditions of this Permit within the time provided, the City may use the security to carry out the work by its servants, agents or contractors, and any surplus shall be paid over to the Holder. Should the Holder carry out the development permitted by this permit within the time set out herein, the security shall be returned to the Holder. The City may retain the security for up to one year after inspection of the completed landscaping in order to ensure that plant material has survived.
7. If the Holder does not commence the construction permitted by this Permit within 24 months of the date of this Permit, this Permit shall lapse and the security shall be returned in full.

No. DP 10-545704

To the Holder: CHEN DESIGN STUDIO

Property Address: 7900 Bennett Road

Address: 3228 - 8700 McKim Way, Richmond, BC V6X 4A5

8. The land described herein shall be developed generally in accordance with the terms and conditions and provisions of this Permit and any plans and specifications attached to this Permit which shall form a part hereof.

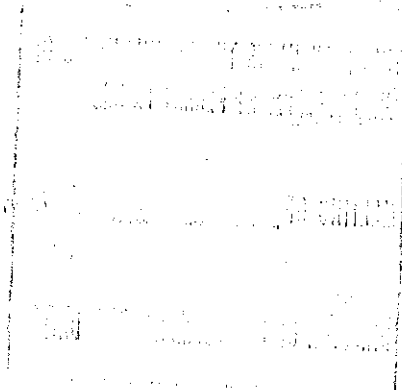
This Permit is not a Building Permit.

AUTHORIZING RESOLUTION NO.
DAY OF

ISSUED BY THE COUNCIL THE

DELIVERED THIS DAY OF

MAYOR





20.42

SITE

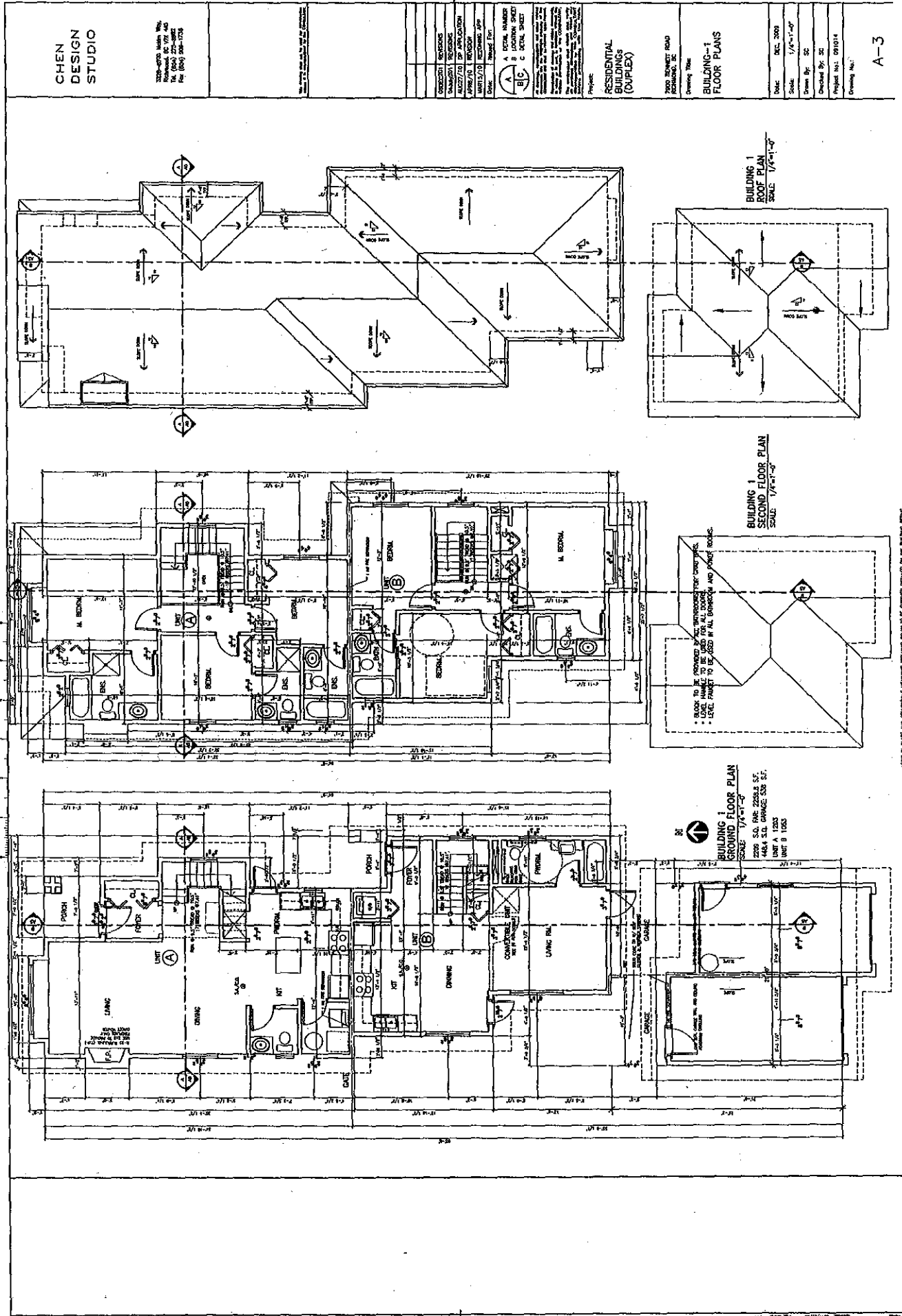
BENNETT RD

12.00



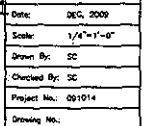
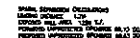
DP 10-545704
SCHEDULE "A"

Note: Dimensions are in METRES



DECEMBER 14, 2011

3228-1700 Madison Way,
Richmond, BC V7X 4A5
Tel. (604) 275-6802
Fax (604) 909-1736



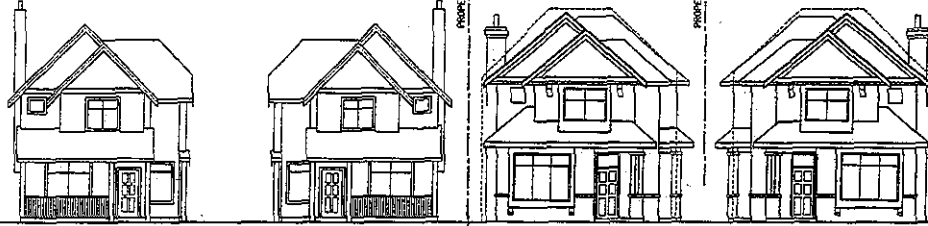
PLAN 5

DP 10-545704

DECEMBER 14, 2011

CHEN
DESIGN
STUDIO

3225-C700 Midway
Richmond, SC 29244
Tel: (803) 275-8802
Fax: (803) 959-1728

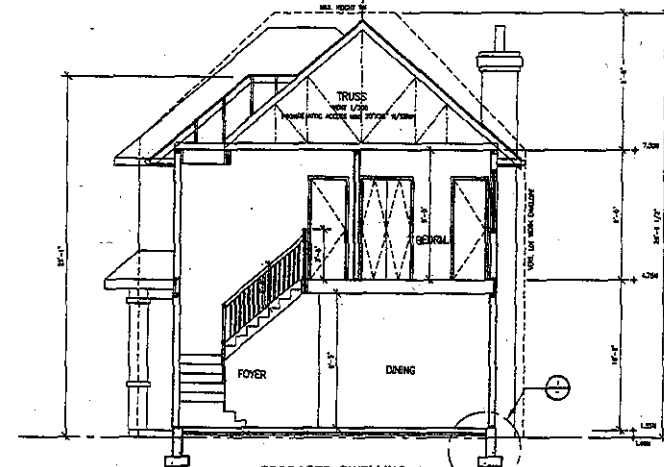


7860 BENNETT ROAD

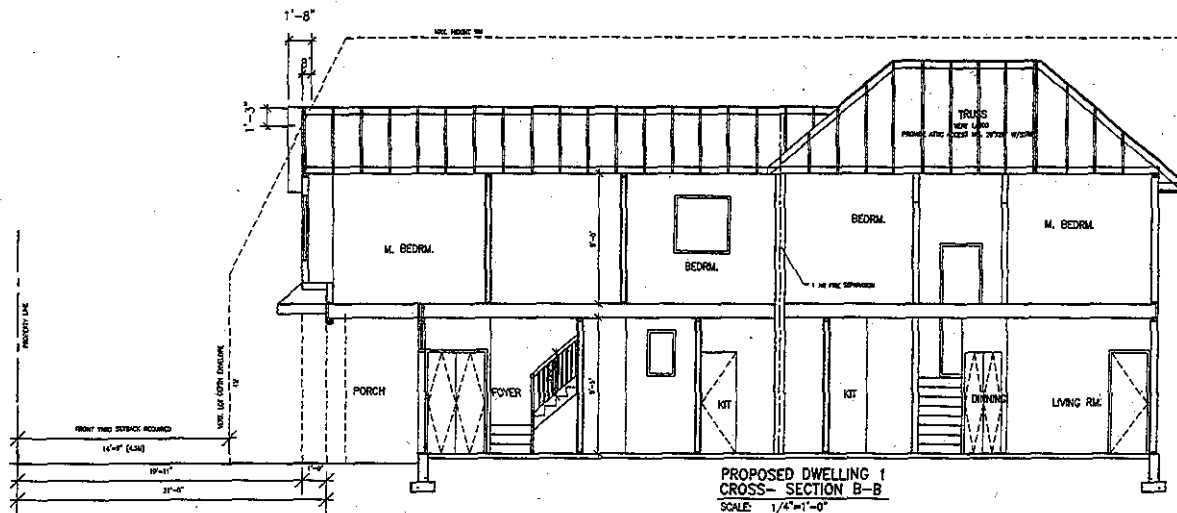
7900 BENNETT ROAD

7940 BENNETT ROAD

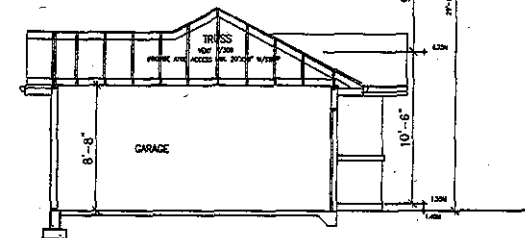
STREET SCAPE ELEVATION
SCALE: 1/8"=1'-0"



PROPOSED DWELLING 1
CROSS-SECTION A-A
SCALE: 1/4"=1'-0"



PROPOSED DWELLING 1
CROSS-SECTION B-B
SCALE: 1/4"=1'-0"



This drawing shall not be used for construction unless it is accompanied by the contract.

14/09/2011	BP
04/09/2011	REVISIONS
AUG/27/10	DP APPLICATION
APR/16/10	REVISION
MAR/15/10	RECONING APP
Date:	Issued For:
A	DETAIL NUMBER
B	LOCATION SHEET
C	DETAIL SHEET

Project:

RESIDENTIAL
BUILDINGS
(DUPLEX)

7900 BENNETT ROAD
RICHMOND, SC

Drawing Title:

BUILDING 1
SECTIONS

Date: DEC. 2009

Scale: AS SHOWN

Drawn By: SC

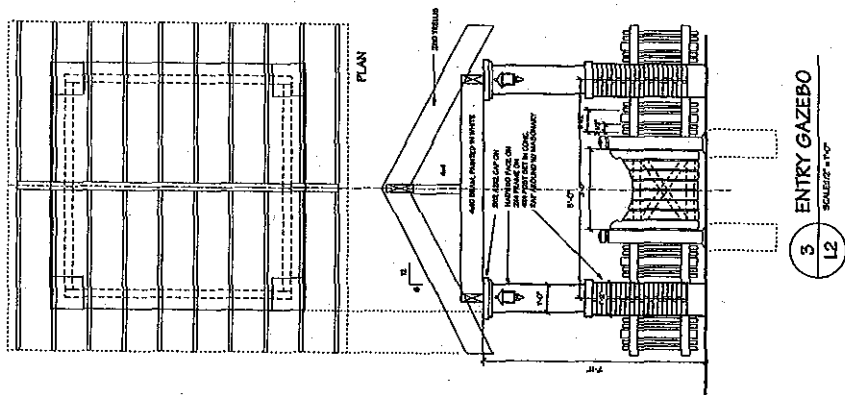
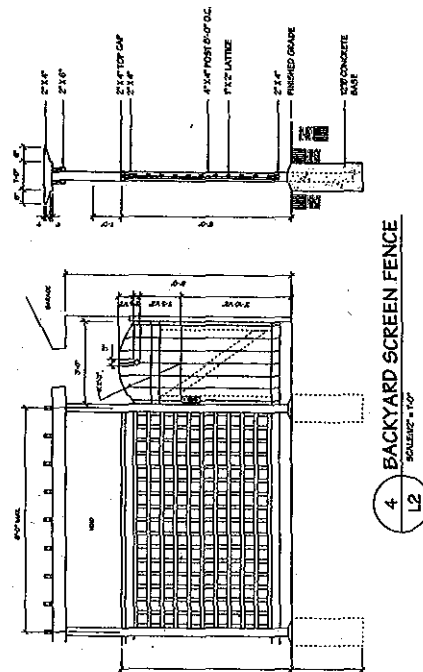
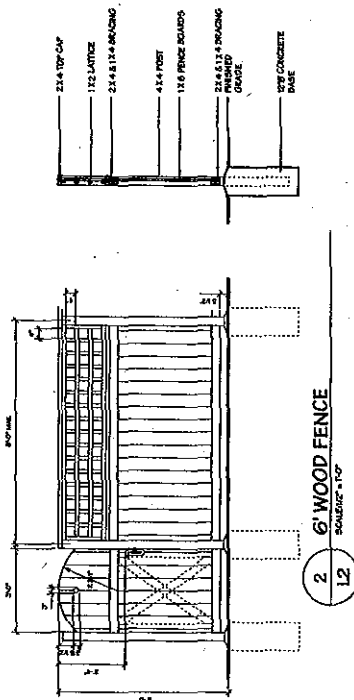
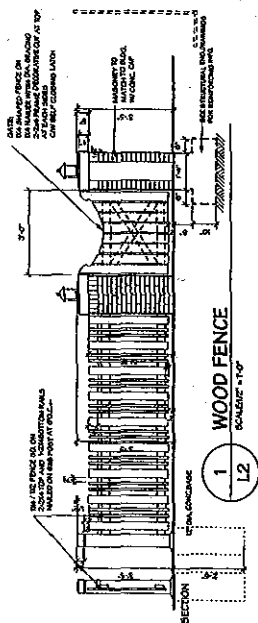
Checked By: SC

Project No: 091014

Drawing No:

A-5

REFERENCE PLAN DP 10-545704 DECEMBER 14, 2011



NOTE: ALL WOOD SHALL BE PRESSURE TREATED FOR 60%
ALL WOOD SHALL BE STAINED WITH 2 COATS OF LIQUID STAIN. COLOR TO BE COORDINATED WITH THE BUILDING AND APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO APPLICATION.
ALL METAL NAILS AND OTHER METAL COMPONENTS SHALL BE GALVANIZED.
ALL GATES SHALL BE PROVIDED WITH METAL LATCH ASSEMBLIES

[illegible]

7.2. THEOREM.

LANDSCAPE ASSOCIATES
Landscape Architects
1942 E 5th Avenue
Vancouver, BC V5N 1M2
T/F: (604) 255-5009
E-mail: howard@mac.com

2006/04

7900 BENNETT ROAD
RICHMOND

Notes:

LANDSCAPE PLAN

Device:	MP-1-07
Device:	MI
Temperature:	T1
Date:	July 14, 2010
Ref:	6012
Device:	



City of Richmond

Memorandum Planning and Development Department

To: David Weber
Director, City Clerk's Office

Date: January 18, 2012

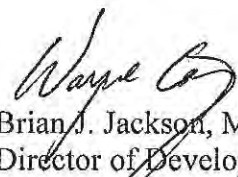
From: Brian J. Jackson, MCIP
Director of Development

File: DP 10-538908

Re: Application by – Doug Massie, Architect for Development Permit at
8851 Heather Street

The attached Development Permit was given favourable consideration by the Development Permit Panel at their meetings held on July 13, 2011, November 30, 2011 and January 11, 2012.

It would now be appropriate to include this item on the agenda of the next Council meeting for their consideration.


for Brian J. Jackson, MCIP
Director of Development

SB:blg
Att.

- in this case the minimum building setbacks exceed those in the OCP.

Correspondence

Bill Lai, 8238 Saba Road

Mr. Craig stated that Mr. Lai's concern regarding view and privacy issues had been addressed during the discussion.

Mr. S. Wang, #1001-8288 Saba Road (received July 11, 2011)

Mr. S. Wang, #1001-8288 Saba Road (received July 12, 2011)

Mr. Craig advised that Mr. Wang was in attendance, and that his concern regarding settling had been discussed.

Panel Discussion

There was agreement that the design elements, including the generous amenity space, the rooftop gardens, and the live/work units, demonstrated that much thought had gone into the design of the proposed development, and that there would be minimum impact on the adjacent residential tower, due to the distance between the two structures.

The Chair noted that staff would follow up on the settlement concern stated by Mr. Wang, and that all comments by speakers were a matter of record.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would permit the construction of a 14-story tower with roof deck containing 77 apartment dwellings and 2 live/work units at 6331 and 6351 Cooney Road on a site zoned "High Rise Apartment (ZHR8) Brighthouse Village".

CARRIED

3. Development Permit 10-538908

(File Ref. No.: DP 10-538908) (REDMS No. 3193121)

APPLICANT: Doug Massie Architect of Chercover Massie & Associates Ltd.

PROPERTY LOCATION: 8851 Heather Street

INTENT OF PERMIT:

1. Permit the construction of a two-storey building for a licensed child care facility for approximately 60 children at 8851 Heather Street on a site zoned Assembly (ASY); and
2. Vary the provisions of Zoning Bylaw 8500 to:
 - a) Reduce minimum interior side yard from 7.5 m to 1.2 m

- b) Reduce the minimum public road parking setback from 3 m to 1.5 m
- c) Permit 54% small car parking spaces on a site with less than 31 parking spaces (8 small car parking spaces of total 15 spaces).

Applicant's Comments

Doug Massie, Architect, Chercover Massie & Associates Architecture and Engineering, spoke on behalf of the applicant, and provided the following details regarding the proposed two-storey child care facility for approximately 60 children, located on Heather Street, across from Dolphin Park:

- the site is zoned for "assembly use", currently contains a vacant church building, and does not require a rezoning application;
- the proposed building measures approximately 492 square metres, on a site measuring 1,103 square metres;
- the proposed building includes child care rooms on the ground floor for the youngest children, and child care rooms on the second floor for children aged three to five years of age, with an outdoor children's play area in the rear yard that can accommodate 40 children at one time;
- a front surface parking area meets the bylaw requirements;
- the landscape plan includes generous landscaping on, and around, the site;
- the outdoor children's play area was designed by the landscape architect;
- the City's Advisory Design Panel reviewed the project on two separate occasions, and the building design was changed to make its appearance more 'friendly', by including such elements as a sloped roof, with gabled ends;
- building materials include brick and stucco, with a colour palette that includes appropriate colours such as sand, grey, white and brown;
- regarding adjacency, there are two new single-family subdivision developments, to the north and to the south of the subject site, fronting Heather Street, and across the street, to the east of the subject site is the City-owned Dolphin Park;
- the applicant has a licensing agreement with the City, to permit children in the care of the proposed child care centre to use Dolphin Park;
- the applicant recently became aware of concerns expressed by neighbours regarding the safety hazard presented by the ditch along Heather Street; and
- the applicant is seeking three variances.

Landscape Architect Mark Van Der Zalm drew the Panel's attention to the following details of the proposed landscaping scheme:

- the scheme reflects the attempt to combine sustainable site priorities and the creation of privacy for a play environment;
- the Heather Street edge buffer screens the surface parking area;

Development Permit Panel
Wednesday, July 13, 2011

- a continuous Cedar hedge along the north and south edges of the surface parking area provides screening from the neighbours;
- the surface parking area features permeable pavers, as does the main entry plaza;
- canopy trees bordering the parking area will provide shade for parked vehicles;
- the children's play area in the rear yard is fully enclosed with a solid wood fence and lockable gates;
- the rear yard play environment is meant to be an "adventure" area that includes: (i) a small hill; (ii) a lawn space for play; (iii) an open play area featuring rubber paving; and (iv) a wooden deck;
- one existing Japanese maple tree will be retained by transplanting it on site, and two trees that are centrally located, but in poor condition, will be removed; and
- the overall scheme is one of lush, highly programmed landscaping.

Staff Comments

Mr. Craig reported that staff supports the application, and he commended that the applicant, and the design team, on working with staff and members of the Advisory Design Panel, to design a building that is residential in character.

With regard to the requested variances, Mr. Craig noted that:

- the request to reduce the minimum interior side yard is set back similar to variances requested for single-family homes;
- the requests to reduce the minimum public road parking setback and to permit small car parking spaces on the site with less than 31 parking spaces are not related to the proposed building, but to parking;
- if the request to reduce the minimum public road parking setback is granted it would reduce the landscape width along Heather Street, but sufficient room would remain to provide screening; and
- if the request to permit 54% small car parking spaces on the site was granted, it would: (i) ensure that on-site manoeuvrability is not compromised; and (ii) provide enough spaces on site to avoid queuing of cars or parking along Heather Street as parents/guardians dropped off, and picked up, children.

Panel Discussion

In response to a query regarding privacy for single-family homes to the north and south of the proposed building, Mr. Massie advised that the new houses on either side of the subject site are new, and they feature a minimum number of windows on the facades that face the rear yard of the proposed building, thereby ensuring that there would be minimal impact of activity in the building's rear yard on the neighbours.

Mr. Massie added that: (i) the applicant would attempt to have the children in the youngest age category use the rear yard; (ii) there is no overlook issue because access to the second storey balcony is restricted; and (iii) there is minimum overlook from decks.

In response to a query regarding the site's grade, Mr. Massie stated that there will be no change in grade between the subject site and the two single-family lots to the north and south. The neighbouring Heather Street properties are at the flood plain level, and the proposed development meets the existing flood plain requirement.

Gallery Comments

Raj Johal, 8880 Heather Street, submitted (i) a letter, (ii) a petition and (iii) photographs (attached to these Minutes as Schedule 5) to the Panel, and spoke in opposition to the proposed building.

Mr. Johal made the following points:

- the presence of the child care building would increase traffic along Heather Street, between Dolphin Avenue and Francis Road, and the additional car trips per day by parents/guardians of the 60 children at the facility would add to congestion, and create safety concerns, for residents and their children;
- the traffic flow poses a safety concern, due to unknowns such as: (i) will cars be forced to back out of the building's site and onto Heather Street; (ii) will traffic along Heather Street be blocked; and (iii) is there to be a drop off lane;
- the deep ditch that fronts Heather Street at Dolphin Park limits the safety of two-way traffic, and the possibility exists for a car, or child, to fall into the ditch, as the children walk to Dolphin Park, a small park that would have problems if another additional 60 children played there;
- sidewalks are provided on only one half of the west side of Heather Street, and no sidewalks exist on the east side of the street, creating risks with children walking to the proposed building on the road; there is limited street lighting and this further increases danger, especially during winter months; and
- the petition is signed by persons who live in the quiet, single-family residential neighbourhood who believe that the addition of a childcare facility, one that appears to be a "monster home", would negatively impact the feel of the established neighbourhood.

In response to the Chair's request, Mr. Massie addressed Mr. Johal's comments:

- it is anticipated that parents/guardians will arrive at the child care building over a two hour period, between 7:00 and 9:00 a.m, and again from 4:00 to 6:00 p.m., some in car pools, and some on foot, so there should not be any traffic jams;
- the applicant has committed to providing as much parking direction as possible, in order to manage the parking issue, for safety reasons;
- the new streetlight on Heather Street will be retained, but relocated slightly; and

Development Permit Panel
Wednesday, July 13, 2011

- the building was specifically designed in order to equal the scale of other buildings in the area.

Mr. Massie added that St. Alban's Day Care, on St. Alban's Road, is a day care with greater enrolment than that proposed by the applicant, and that the parking count is approximately the same as that required by the applicant, and that St. Alban's cars must go into the driveway, and cannot park on the street.

Panel Discussion

The Chair stated that the Development Permit Panel addresses form and massing, but does not discuss zoning.

In response to the Chair's request for staff comments, Sonali Hingorani, Transportation Engineer and Mr. Craig advised the following:

- parking on site meets the bylaw requirement, and the parking design is intended to prevent vehicles from backing out onto Heather Street; the "sign in" policy of the child care centre requires parents to park, enter the building, and then exit properly, not idle in their vehicles;
- the City's transportation staff is aware of traffic speeding concerns in the area, and a traffic calming survey will be undertaken during the autumn of 2011; depending on the outcome of the survey, traffic calming measures may be implemented, but those are independent of the application for a development permit;
- the City's transportation department is comfortable with the size and characteristics of the parking area for the proposed development, and given the nature of the morning and afternoon peak period of delivery and pick up of children, there will be better dispersal of traffic than if the building was a preschool; and
- the adjacent roadway system has the capacity to accommodate additional traffic generated by the proposed building.

In response to queries from the Panel, Mr. Craig provided the following information:

- the City ultimately plans to construct a continuation of the sidewalk south of the subject site to Francis Road with future development, and recent rezoning of the property to the south of the proposed building allows the City to move forward with the option of addressing traffic safety concerns; and
- the cost of extending the sidewalk on the east side of the street adjacent to Dolphin Park would need to be included in the list of annual capital projects.

In response to further queries, Mr. Massie advised that:

- day care hours are from 7:00 a.m. to 6:00 p.m.; and
- garbage and recycling containers are the size of those used by residents, and are located in an enclosure at the south side of the building, where they would be collected once a week, probably on Saturday to avoid cars parked on site, by a private removal contractor.

Development Permit Panel
Wednesday, July 13, 2011

Mr. Johal stated that the St. Alban's child care centre could not be compared to the proposed child care centre under discussion, as the features of Heather Street are different from the features of St. Alban's Road.

Mr. Johal concluded his remarks by noting that: (i) it was unclear when sidewalks would be constructed on Heather Street; (ii) potential traffic calming measures would not address the fundamental safety problems he raised; (iii) even over a two hour period for child delivery and pick up, the presence of the ditch makes two cars travelling in two directions, over a two hour period on Heather Street a safety issue; and (iv) with a minimum of seven or eight on-site parking spaces used by child care centre staff he questioned what kind of parking would occur along the street.

Barbara Thomas-Bruzzese, 8700 Dolphin Court, advised that she lives behind the lot of the proposed building, and she expressed her surprise that an applicant was considering building a child care facility for up to 60 children on a street that featured a ditch, and stated her opinion that the idea was not in the best interest of children.

Ms. Thomas-Bruzzese submitted a letter to the Panel (attached to these Minutes as Schedule 6), and made the following remarks:

- the vacant church on the subject site was small, and was used for gatherings not unlike the nature and size of family gatherings, and the site is not an appropriate location for a two-storey child care facility, nor was it an appropriate size for a facility that planned three toddler groups on the ground floor, plus a group of three to five year olds on the second floor;
- she was shocked that the Dolphin Park playground was thought to be an alternative play area, and believed that it was the responsibility of the facility owners to provide a play area, and not use a City park that may not always be available for a large day care group;
- child care facilities range in quality, and children need space inside and outside a facility of this kind, and not an outside space that is a parking lot, where vehicles are required to back up on site in order to access the street;
- Heather Street's ditch runs the entire length of the street, a street that is adequate for one vehicle at a time, but not for two-way traffic; and
- it is appropriate for the applicant to find an alternative location that meets the Zoning bylaw.

The Chair advised that the project meets the Assembly zoning designation of the subject site.

In response to Ms. Thomas-Bruzzese's query regarding at what point will the application go to an agency responsible for child care facilities, Mr. Craig replied that the applicant has been in contact with Vancouver Coastal Health, the entity responsible for childcare licensing.

Mr. Massie further advised that the Community Care Facility Licensing office (CCFL) has been presented with the applicant's plans, including the applicant's development permit application, and the CCFL has had only one or two comments for the applicant.

**Development Permit Panel
Wednesday, July 13, 2011**

In response to the Chair's query regarding whether or not the CCFL has presented any roadblocks to the applicant, Mr. Massie advised that: (i) the CCFL had asked questions, but no roadblocks had been presented; and (ii) the interior space exceeds the CCFL requirement with an additional music room incorporated into the building's design.

Correspondence

Raj and Nina Johal, 8880 Heather Street (received July 12) (Schedule 4)

Mr. Johal, 8880 Heather Street (received July 13) (Schedule 5)

Barbara Thomas-Bruzzese, 8700 Dolphin Court (Schedule 6)

Panel Discussion

The Chair noted that: (i) many outstanding questions had been raised; (ii) although staff had invested a lot of thought into the parking, traffic, and safety issues, he wanted to see further consultation with the community before supporting the project.

There was general agreement that such issues as: (i) the adequacy of the parking plan; (ii) the issue of vehicles having to back in/back out; and (iii) accessing Dolphin Park across the road, would benefit from the project being referred back to staff for further examination.

It was noted that achieving agreement on the issues that were raised by the delegates would be challenging, but that the traffic flow, among other issues, had to be clarified. Another comment concerned the fact that City parks, including small ones like Dolphin Park, are available to everyone, including day cares.

In conclusion, the Panel agreed that good work had been done by the applicant, architect, landscape architect, and City staff, and that the project was worth additional work.

Panel Decision

It was moved and seconded

That Development Permit 10-538908 be referred back to staff for further:

- (a) consultation with residents of the neighbourhood; and*
- (b) examination of on-site parking/manoeuvring and pedestrian and vehicle traffic on Heather Street.*

CARRIED

4. New Business

5. Date Of Next Meeting: Wednesday, July 27, 2011

Schedule 4 to the Minutes of
the Development Permit Panel
meeting held on Wednesday,
July 13, 2009.

Mayor and Councillors

To Development Permit Panel	
Date:	July 13, 2011
Item #	3
Re:	DP 10-538908

From: Raj and Nina Johal [microwash@msn.com]
Sent: July 12, 2011 11:06 AM
To: Mayor and Councillors
Subject: Community Members against DP 10-538908 regarding 60 person child daycare facility in residential zone
Categories: 08-4105-20-2010538908 - 8851 Heather Street

Dear Evelina Halsey-Brandt- members from the 8000 block of Heather Street will be coming to tomorrow meeting at City Hall regarding the permit application for a large child daycare at 8851 Heather. Members of our community will be presenting a petition and photographs to oppose a large facility in our neighbor, that would add to an already crowded high density residential street. We would like to introduce Amar Johal of 8880 Heather who will be in attendance, amongst other members. We hope you consider the neighborhood's position on this matter, as we are dealing with a crowded narrow street, speeding drivers, and a large ditch at Dolphin park, which is directly across the street from the proposed project. We would also like the council to consider an environmental friendly pathway/sidewalk of some sort for covering this ditch, but to allow sunlight to pass through for fowl or fish that maybe in the ditch. Currently I can describe this ditch as a mosquito green water cess pool.

In conclusion, we would like council to further consider neighborhood liveability in our dense neighborhood, i.e. sidewalks, speed bumps, ditch filling, street lighting, more traffic control, and our own City Police Department to address city needs, etc... Thanks, Raj
microwash@msn.com



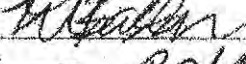
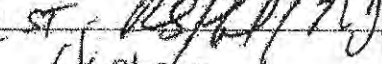
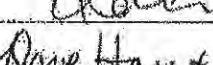






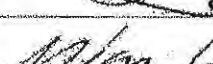






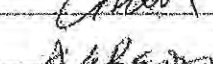







July 7, 2011

City of Richmond
Planning Department
DP 10-538908

We received the Notice of Application for a development permit (DP 10-538908) at 8851 Heather Street. After reviewing the notice, we the undersigned are opposed to this Development Permit for the following reasons:

- **Increased traffic through this portion of Heather Street.** Currently traffic races through the park zone and combined with morning/after school traffic from Debeck Elementary there are already safety concerns. The potential of an additional 120 car trips daily will significantly add to the congestion and safety concerns for children, pets and the residents of Heather Street.
- **Traffic flow.** With the additional 120 car trips per day, what is the proposed traffic flow? Will the cars be forced to back into Heather Street to exit the child care facility? Will there be a drop off lane? Will traffic along Heather Street be blocked? These all pose safety concerns for the residents of Heather Street.
- **Ditches.** Currently Dolphin Park has a deep ditch along Heather Street. This results in a limited ability to have two-way traffic along that stretch. The increased traffic significantly increases the chance of a car or child falling into the ditch. What plans does the Developer, City or Parks Board have to mitigate this serious safety concern?
- **Lighting & sidewalks.** Currently the west side of Heather Street has sidewalks for less than 1/2 of the block, with no sidewalks on the east side of Heather. Given that there will be potential line-ups during drop off/pick up times; there is a risk that cars will park at a distance forcing children to walk onto the road. During the winter months, the issue is further exasperated due to the limited street lighting.
- **Business vs. Residential.** Our neighbourhood is a quiet single family residential neighbourhood. Adding a business in the middle of the neighbourhood would severely impact the make up and "feel" of our neighbourhood.

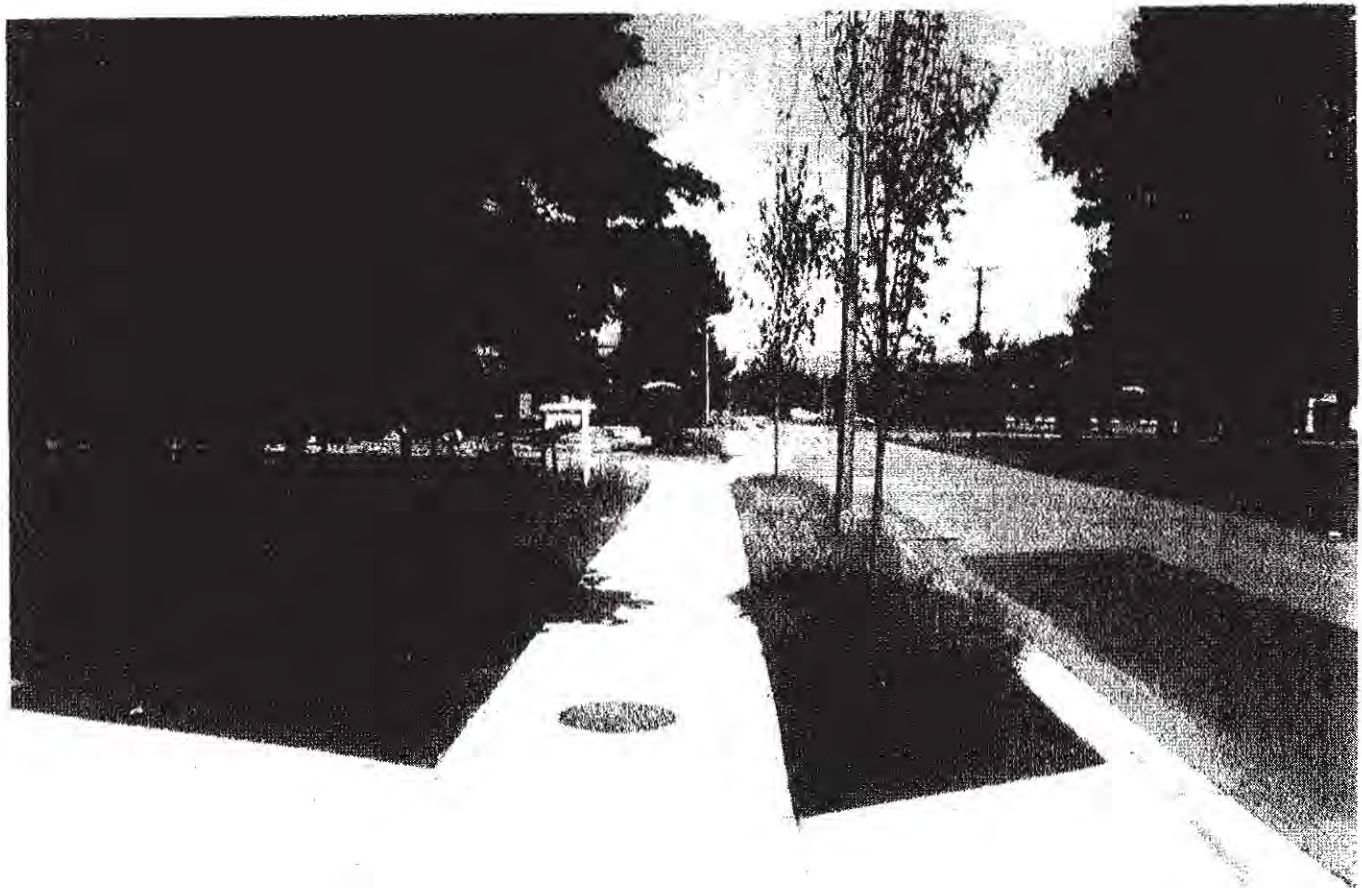
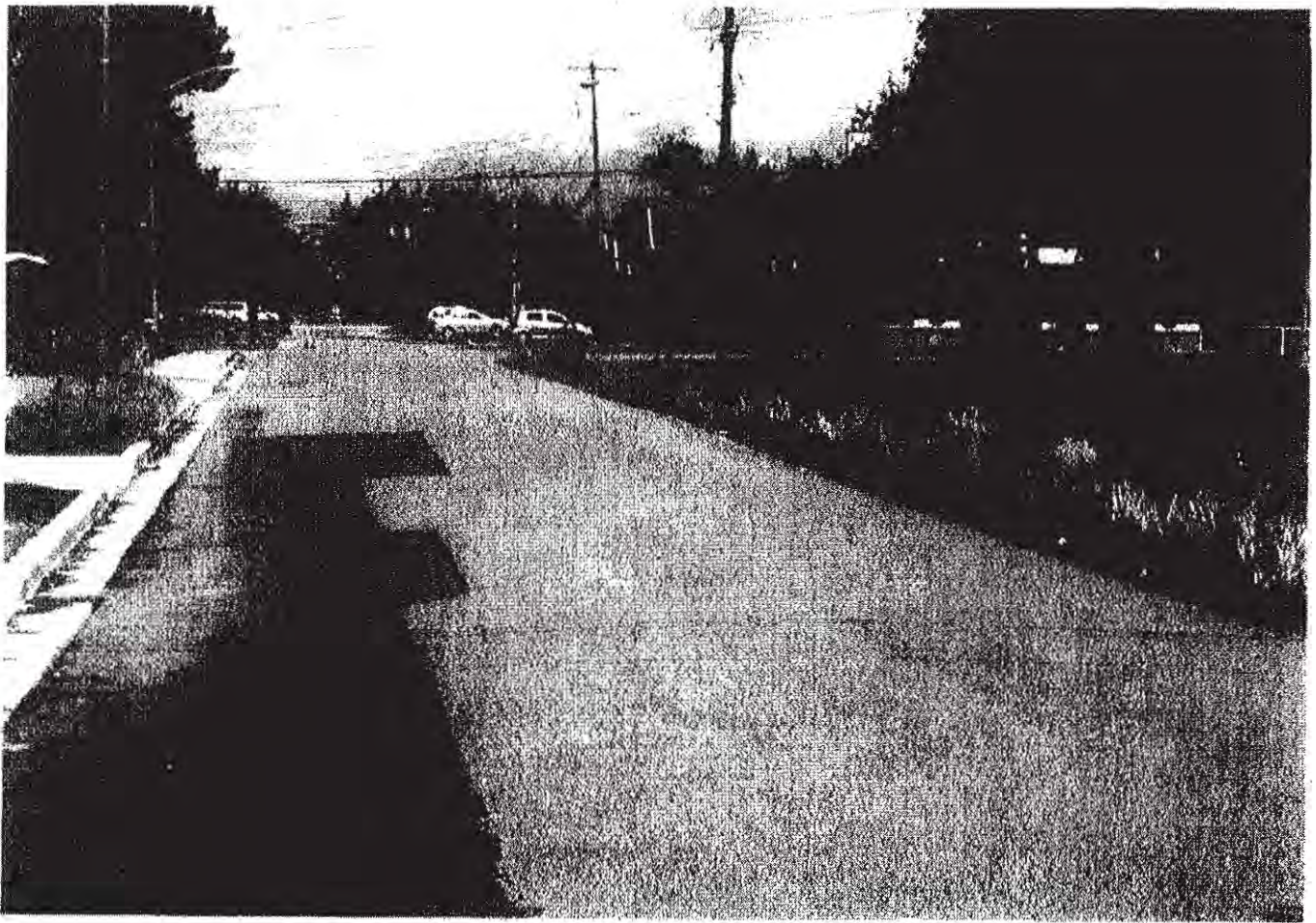
Given the above reason, we believe that this proposal seriously impacts the safety, well being and cohesiveness of our neighbourhood. Therefore we the residents of Heather Street are adamantly opposed to this development.

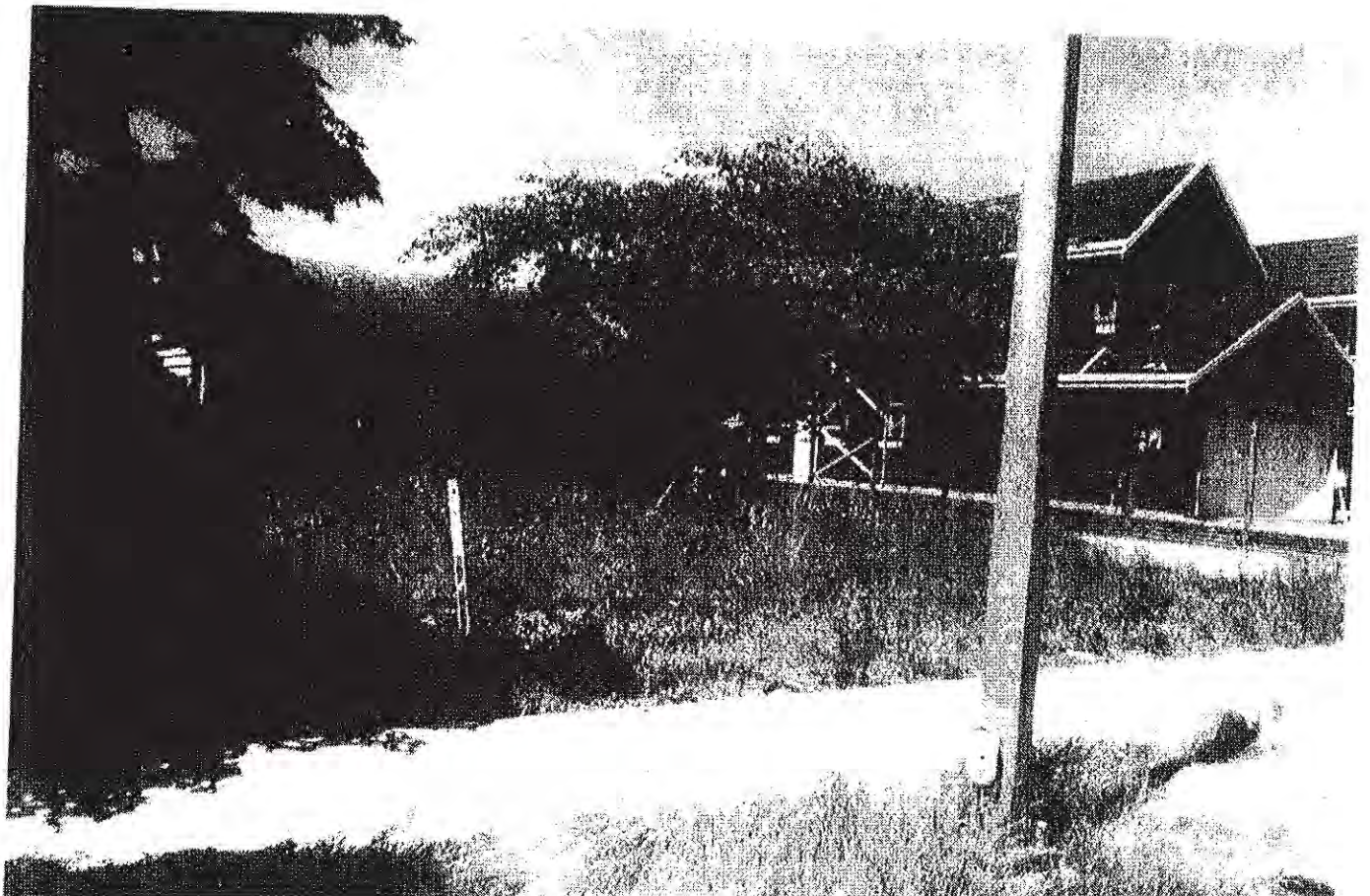
Name	Address	Signature
Amar Johal	8880 Heather St.	
Selina Johal	8880 Heather St.	
W. B. B. B.	5040 Blondell Rd	
Raj + Nina Johal	8888 Heather St.	
Alice Chan	8871 Heather St	
DAVE & LILY HAY	8692 HEATHER ST	
Ai Jun Wang	9180 DOLPHIN	
Kwok Fai Feng	8660 Dolphin Court	
Feng Qi	8660 Dolphin Crt	
Barbara Thomas Brazier	8700 Dolphin Crt	
JIM BRUZZESE	8700 DOLPHIN COURT	
Godwin Chan	8740 Dolphin Court	
Celine Lee	8780 Dolphin Ct.	
LEI MAO	8933 Heather St.	
CHANCHUAN CHEN	8933 HEATHER ST	
Vittorio Saligner	9251 Fenwick Rd	
Takashi Sato	8940 Heather St	
WAI SHAN CHUK	8971 Heather St	
CHARLIE GIN	8951 Heather St.	
Tony Tu	8891 Heather St.	
Chen Cady	8891 Heather St.	
NEI-PENG MAO	9251 Dolphin Ave.	
JUDY LAN	8820 Dolphin Crt.	
JACK POON	8720 Dolphin Crt	
Ruth Karing	8761 Dolphin Crt	
DANIEL LOI	8860 Dolphin Court	

JEFFERY WONG 8673 Heather St

















July 13, 2011

Schedule 6 to the Minutes of
the Development Permit Panel
meeting held on Wednesday,
July 13, 2009.

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

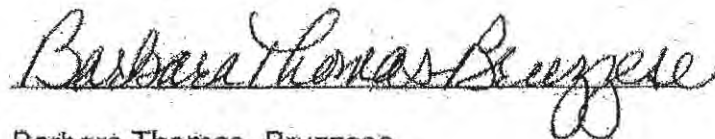
Re: Notice of Application for a Development Permit DP 10-538908

I strongly oppose the application to permit the construction of a two-storey building for a licensed child care facility for approximately 60 children at 8851 Heather Street on a site zoned Assembly (ASY) and to vary the provisions of Zoning Bylaw 8500 as specified in the notice for the following reasons:

- That site is not an appropriate size or location for a child care facility for 60 children.
- That site would present a safety hazard every day during drop-off and pick up since Heather Street is such a narrow street and it has a ditch along one side of the road
- To vary the provisions of Zoning Bylaw 8500 as requested in this application is contrary to the intent of bylaws that are put in place specifically to ensure an adequate level of safety and quality of environment for Richmond's children.

I suggest that the interested party seek a location that meets the Zoning bylaws and ensures the safety of the children, their families as well as others who will travel on the street that the child care facility is on.

Respectfully submitted



Barbara Thomas- Bruzzese,
8700 Dolphin Court
Richmond BC V6Y 3J7



Development Permit Panel

Wednesday, November 30, 2011

Time: 3:30 p.m.
Place: Council Chambers
Richmond City Hall
Present: Joe Erceg, Chair
Robert Gonzalez, General Manager, Engineering and Public Works
Dave Semple, General Manager, Parks and Recreation

The meeting was called to order at 3:30 p.m.

1. Minutes

It was moved and seconded

That the minutes of the meeting of the Development Permit Panel held on Wednesday, November 16, 2011, be adopted.

CARRIED

2. Development Permit 10-538908

(File Ref. No.: DP 10-538908) (REDMS No. 3360997)

APPLICANT: Doug Massie, Architect of Chercover Massie & Associates Ltd.

PROPERTY LOCATION: 8851 Heather Street

INTENT OF PERMIT:

1. To permit the construction of a two-storey building for a licensed child care facility for approximately 60 children at 8851 Heather Street on a site zoned Assembly (ASY); and
2. To vary the provisions of Zoning Bylaw 8500 to:
 - a) reduce minimum interior side yard from 7.5 metres to 1.2 metres;
 - b) reduce the minimum public road parking setback from 3 metres to 1.5 metres;
 - c) permit 54% small car parking spaces on a site with less than 31 parking spaces (8 small car parking spaces of total 15 spaces).

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Applicant's Comments

Doug Massie, Architect, Chercover Massie & Associates Architecture and Engineering, spoke on behalf of the applicant and provided the following details regarding the proposed two-storey child care facility, for approximately 60 children, located on Heather Street:

- the first time the proposed development was presented to the Development Permit Panel was on July 13, 2011, and November 30, 2011 is the second time the proposed development is being considered by the Development Permit Panel ;
- the subject site previously featured a small church building, and the site's "assembly use" zoning permits a child care facility usage;
- off-street parking spaces are provided, and the playground is situated in the rear yard of the proposed facility;
- at an open house meeting hosted by the applicant, seven neighbourhood residents attended and the project was discussed;
- the zoning is intended for larger sites and will not accommodate a building; the request to vary the interior side yard is to enable the site to accommodate a building;
- the request to reduce the minimum public road parking setback is to provide the required parking spaces and to accommodate screening landscape elements to be neighbour-friendly;
- the applicant (i) will know the identity of those who use on-site parking lot, and (ii) can control the on-site parking lot, so no problems are anticipated;
- the applicant has experience with three daycare centres in Richmond and put considerable study into daycare parking accumulation; the parking area configuration and vehicle traffic flow for the Heather Street facility will work well; and
- unlike drop offs and pick ups at preschools, where there is congestion due to all of the parents being there at the same time, typically, arrival and departure times for a child care facility are spread over a two hour period, such as 7:00 a.m. and 9:00 a.m. for drop off, and 3:00 p.m. to 5:00 p.m. for pick up, so the number of cars should not create a major problem.

Panel Discussion

Discussion ensued between the Panel and Mr. Massie and the following information was provided:

- in response to a query regarding the proposed size of the child care facility, Mr. Massie advised that the square footage of the proposed 2-storey building is roughly consistent with the size of a single-family residence;

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- in response to a query regarding details of the on-site parking spaces, Mr. Massie noted that the 15 parking spaces meet the bylaw requirements, with 9 parking spaces earmarked for the child care staff members; further, his experience with other child care facilities indicates that staff use public transit, or car pools, and that arrival times vary so that 15 spaces is likely to be more than enough;
- with regard to the open house meeting, attended by seven neighbourhood residents, concerns included: (i) Heather Street traffic issues; (ii) changes to the neighbourhood; (iii) the open ditch on the east side of the street; and (iv) privacy issues impacting adjacent neighbours;
- to address the issue of privacy, Mr. Massie advised that glazed panels were applied to the second floor balcony rail to provide sound proofing;
- the facility can accommodate a total of 36 toddlers (aged 1 to 3 years), and 24 children (aged 3 to 5 years);
- changes made to the landscape design since July, 2011 include: (i) an increase in the amount of a retained existing hedge; and (ii) hedge infill with a lattice and climbing plants, which will add privacy and some sound proofing;
- the size of the proposed building, upon completion, would roughly be the equivalent of the size of a residence on a Richmond single family lot of this size; and
- the area surrounding the outdoor play area is generously landscaped.

In response to queries from the Chair regarding landscaping, Mr. Rajinder Singh, Landscape Designer of Van Der Zalm and Associates Landscape Architecture firm, advised that:

- the surface parking area would be surrounded with six trees plus a cedar hedging, and a transition to a bioswale, to help with onsite water direction;
- low shrubbery would terrace down from the height of the cedar hedging, and then drop down to ground cover;
- as the trees mature, they would provide shade;
- on the north side of the proposed building a gravel base was proposed with no access, and on the south side of the proposed building, no landscaping elements are proposed; and
- along the front of the subject site a low fence, and low shrubs of equal height, is adjacent to the sidewalk, but the view for drivers is not obstructed by the fence or the shrubs.

The Chair directed a query regarding the north side of the proposed building to Mr. Massie, who responded that windows are a feature of that side of the structure, but they are not aligned with windows in the adjacent residence.

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Staff Comments

Brian J. Jackson, Director of Development, advised that if this was a single family development, a larger floor area would be allowed on the subject site, and that the site provides the potential for two residences, each of them large.

Mr. Jackson then referenced the Panel's decision of July 13, 2011 when it asked for a consultation with residents of the neighbourhood, and an examination of on-site parking and manoeuvring, as well as pedestrian and vehicle traffic on Heather Street. He stated that the subsequent report advises that parking is adequate, and the surface parking area allows for manoeuvring by vehicles.

Mr. Jackson concluded his remarks by advising that staff supports the application and the requested variances.

Gallery Comments

Raj Johal, 8880 Heather Street submitted (i) a copy of a letter dated July 7, 2011, (ii) a petition, and (iii) photographs (attached to these Minutes as Schedule 2) to the Panel and spoke in opposition to the proposed building.

Mr. Johal made the following points:

- the proposed building is too big, its presence would impact the liveability of neighbours, Heather Street is too narrow and should not be a two way street but should be a one way street, and neighbours want to see something other than a child care centre on the site;
- the ditch that fronts Heather Street presents a safety hazard and neighbours want it covered and a sidewalk installed; it is not appropriate for a City to have an open ditch beside Dolphin Park;
- the former church was used one day a week, but a child care centre is used five days a week, with two high activity periods each day, when children are dropped off and later picked up;
- the applicant's request for variances imposes on the neighbour to the south of the subject site;
- if the permit is approved, conditions should include no street parking at any time if two way traffic is allowed on Heather Street; and
- he did not attend the open house meeting, his brother, also a resident of the neighbourhood, attended and although his brother advised that he understood City Transportation staff would contact neighbours regarding traffic calming measures, no contact has been made.

Mr. Johal queried whether the City has different zoning for a child care centre than it does for a school.

In response to the query, Mr. Jackson advised that a licensed child care facility falls under Provincial legislation, and does not qualify as a school. He added that the applicant's proposal fits within the existing zoning on the subject site.

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In response to the Chair's request that Transportation staff comment on the concern expressed, Donna Chan, Manager, Transportation Planning, provided the following advice:

- Transportation staff will conduct a survey in the neighbourhood in December, 2011, and will gather information regarding support for traffic calming, and if the idea is supported, traffic calming measures will be implemented in 2012;
- a speed survey conducted by Transportation staff in April, 2010 confirmed speeds on Heather Street exceeded the posted speed limit, and that traffic calming measures could remedy the situation;
- the applicant will complete the sidewalk along their Heather Street frontage to connect to the existing sidewalk on either side, and this will keep pedestrians off the street for this portion of Heather Street;
- on-street parking in front of the subject site is limited to one, or maybe two spaces, due to driveways and the presence of fire hydrants;
- there is sufficient space for two cars to pass on Heather Street, but where there are parked cars on the shoulder, room is limited; and
- Transportation staff does not see a need for additional "No Parking" signage along the Heather Street frontage, but it will be monitored.

In response to a query, Mr. Jackson advised that "No Stopping" signs will be added along the east side of Heather Street.

A resident of Dolphin Avenue addressed the Panel and spoke in opposition to the application. He expressed concern that his small children are endangered by the traffic conditions along Dolphin Avenue and Heather Street. He stated his belief that there should be one way streets in the neighbourhood. He concluded his remarks by saying that a child care facility that can accommodate 60 children is too big.

Correspondence

Yih-Shin Hsu and Shu-Chen Chen Hsu, 8875 Heather Street (Schedule 1)

Mr. Jackson noted that the correspondents expressed concern regarding: (i) the narrowness of Heather Street; (ii) the danger of the ditch along Heather Street; (iii) insufficient parking spaces for the proposed facility; and (iv) the effect a noisy child care facility has on a quiet neighbourhood.

Raj Johal, 8880 Heather Street (Schedule 2)

Panel Discussion

With regard to the request to reduce the interior side yard, the Chair queried what the applicant would do to buffer the proposed building from neighbours' homes.

Landscape Designer Mr. Singh advised that:

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- some lattice work could be added, some vines planted along the bottom, and as the vegetation grew, it would provide buffering; and
- there may be room for a type of evergreen that grows quite narrow to be added to the landscaping plan.

The Chair asked if similar landscaping elements could be added to the south side of the subject site where an open deck is planned, and Mr. Singh responded that the same elements could be added there, leaving openings for gates, a feature required for accessibility.

The Chair stated that he supports the application but that prior to the application going forward to a future Council meeting, he wanted the applicant to address the side yard on the landscaping plan, with a combination of structure, plantings, trees, and to ensure that the changes meet staff's satisfaction.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would:

1. *Permit the construction of a two-storey building for a licensed child care facility for approximately 60 children at 8851 Heather Street on a site zoned Assembly (ASY); and*
2. *Vary the provisions of Zoning Bylaw 8500 to:*
 - a) *reduce minimum interior side yard from 7.5 metres to 1.2 metres;*
 - b) *reduce the minimum public road parking setback from 3 metres to 1.5 metres;*
 - c) *permit 54% small car parking spaces on a site with less than 31 parking spaces (8 small car parking spaces of total 15 spaces).*

CARRIED

3. Development Permit 10-557920

(File Ref. No.: DP 10-557920) (REDMS No. 3333749)

APPLICANT: W.T. Leung Architects Inc.

PROPERTY LOCATION: 9099 Cook Road

INTENT OF PERMIT:

1. Support the Transportation (Construction) Management Plan attached to this report; and

Schedule 1 to the Minutes of the
Development Permit Panel
Meeting held on Wednesday,
November 30, 2010.

To Development Permit Panel	
Date:	NOV. 30, 2011
Item #	2
Re:	DP-10-538908

Yih-Shin Hsu & Shu-Chen Chen Hsu

8875 Heather St. Richmond, B.C.

November 29, 2011

Dear Sir and Madam,

My name is Yih-Shin Hsu and I am the resident of 8875 Heather Street Richmond. My family and I moved into this quiet and beautiful residential area in May 2011. We are slowly getting use to our new home and the surroundings but I was troubled when my neighbors told me about the possibility of a Child Care facility being build two houses down from us. I was unable to attend the previous council meeting in person but from what I heard from my son and neighbors; our general consensus was to oppose such facility from being built. My neighbors presented their concerns to the city coucils in the last meeting. I was given a copy of my neighbor's report and I agreed with each and every reason they have stated to oppose a two-storey child care facility from being install into our quiet neighborhood. I would like to emphasize that the width of Heather Street does not allow for smooth passing of two regular-size sedan vehicles. The deep ditches along the side of Heather Street would pose as a great danger for any pedestrian let along children. There are no sufficient parking spaces for the proposed facility. Lastly, the noise level of a busy child-care facility would inevitable affect the quiet tranquillity our neighborhood currently enjoy. A petition was signed by every household in our area to oppose the permit for child-care facility. I sincerely wish the coucils would take our neighborhood's concerns into account and respect our wishes to keep our residential neighborhood from a commercially-run child-care facility.

sincerely,

Yih-Shin Hsu

Shu-Chen Chen Hsu



July 7, 2011

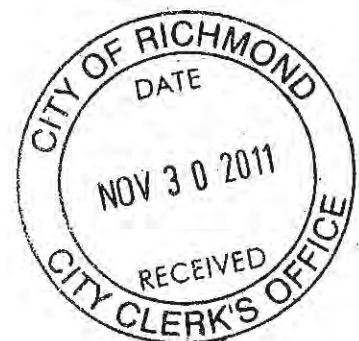
**Schedule 2 to the Minutes of the
Development Permit Panel
Meeting held on Wednesday,
November 30, 2010.**



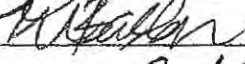
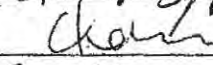
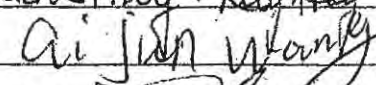

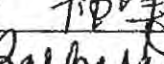
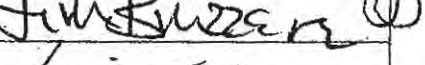

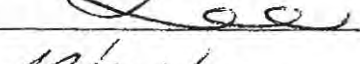
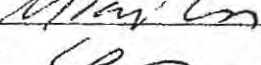
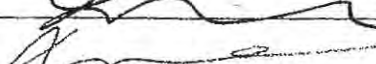




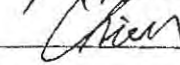
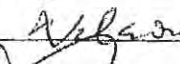
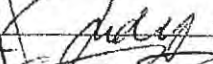
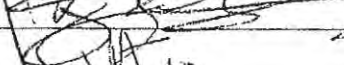




City of Richmond
Planning Department
DP 10-538908

We received the Notice of Application for a development permit (DP 10-538908) at 8851 Heather Street. After reviewing the notice, we the undersigned are opposed to this Development Permit for the following reasons:

- **Increased traffic through this portion of Heather Street.** Currently traffic races through the park zone and combined with morning/after school traffic from Debeck Elementary there are already safety concerns. The potential of an additional 120 car trips daily will significantly add to the congestion and safety concerns for children, pets and the residents of Heather Street.
- **Traffic flow.** With the additional 120 car trips per day, what is the proposed traffic flow? Will the cars be forced to back into Heather Street to exit the child care facility? Will there be a drop off lane? Will traffic along Heather Street be blocked? These all pose safety concerns for the residents of Heather Street.
- **Ditches.** Currently Dolphin Park has a deep ditch along Heather Street. This results in a limited ability to have two- way traffic along that stretch. The increased traffic significantly increases the chance of a car or child falling into the ditch. What plans does the Developer, City or Parks Board have to mitigate this serious safety concern?
- **Lighting & sidewalks.** Currently the west side of Heather Street has sidewalks for less than ½ of the block, with no sidewalks on the east side of Heather. Given that there will be potential line-ups during drop off/pick up times; there is a risk that cars will park at a distance forcing children to walk onto the road. During the winter months, the issue is further exasperated due to the limited street lighting.
- **Business vs. Residential.** Our neighbourhood is a quiet single family residential neighbourhood. Adding a business in the middle of the neighbourhood would severely impact the make up and "feel" of our neighbourhood.

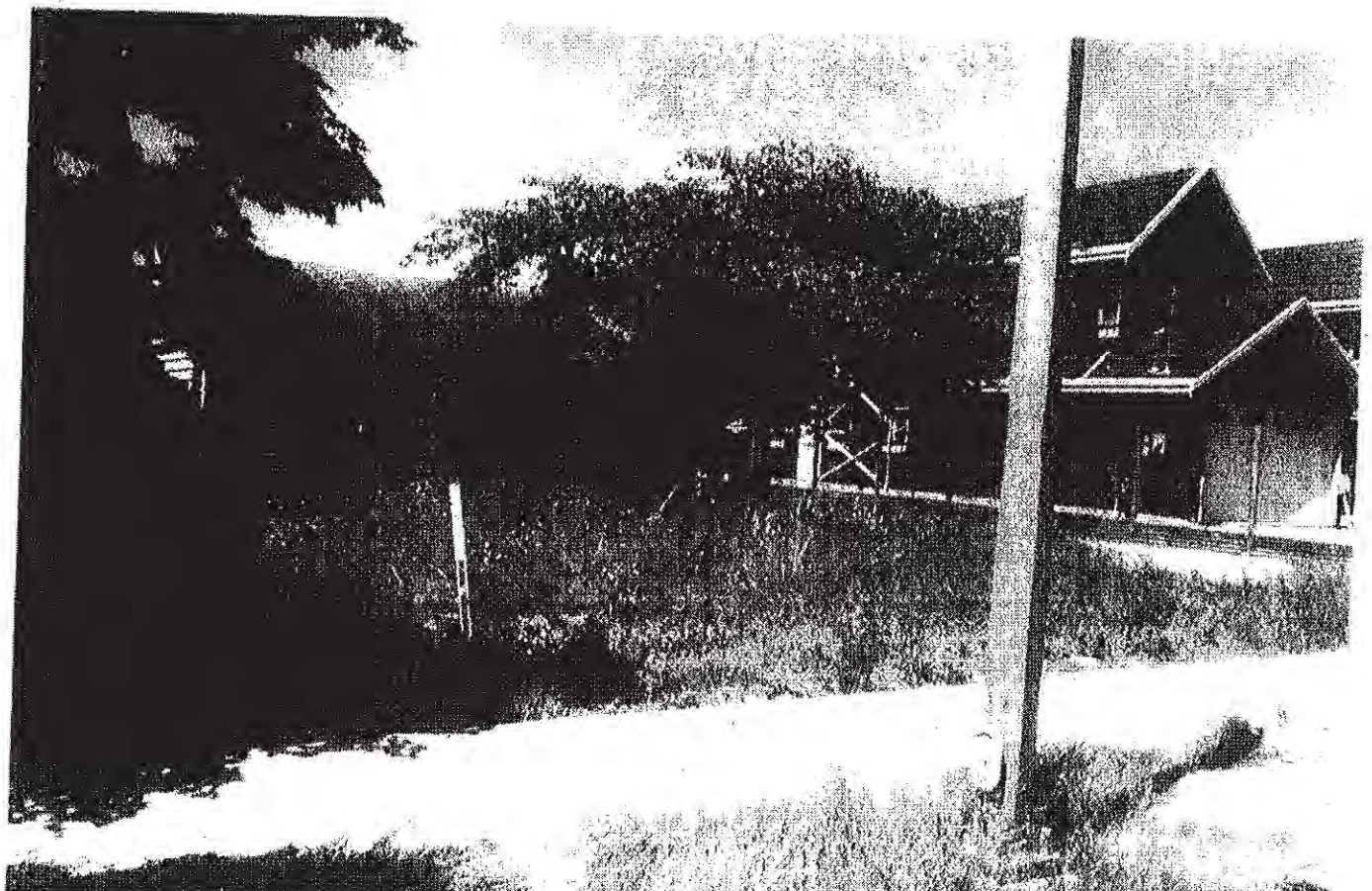
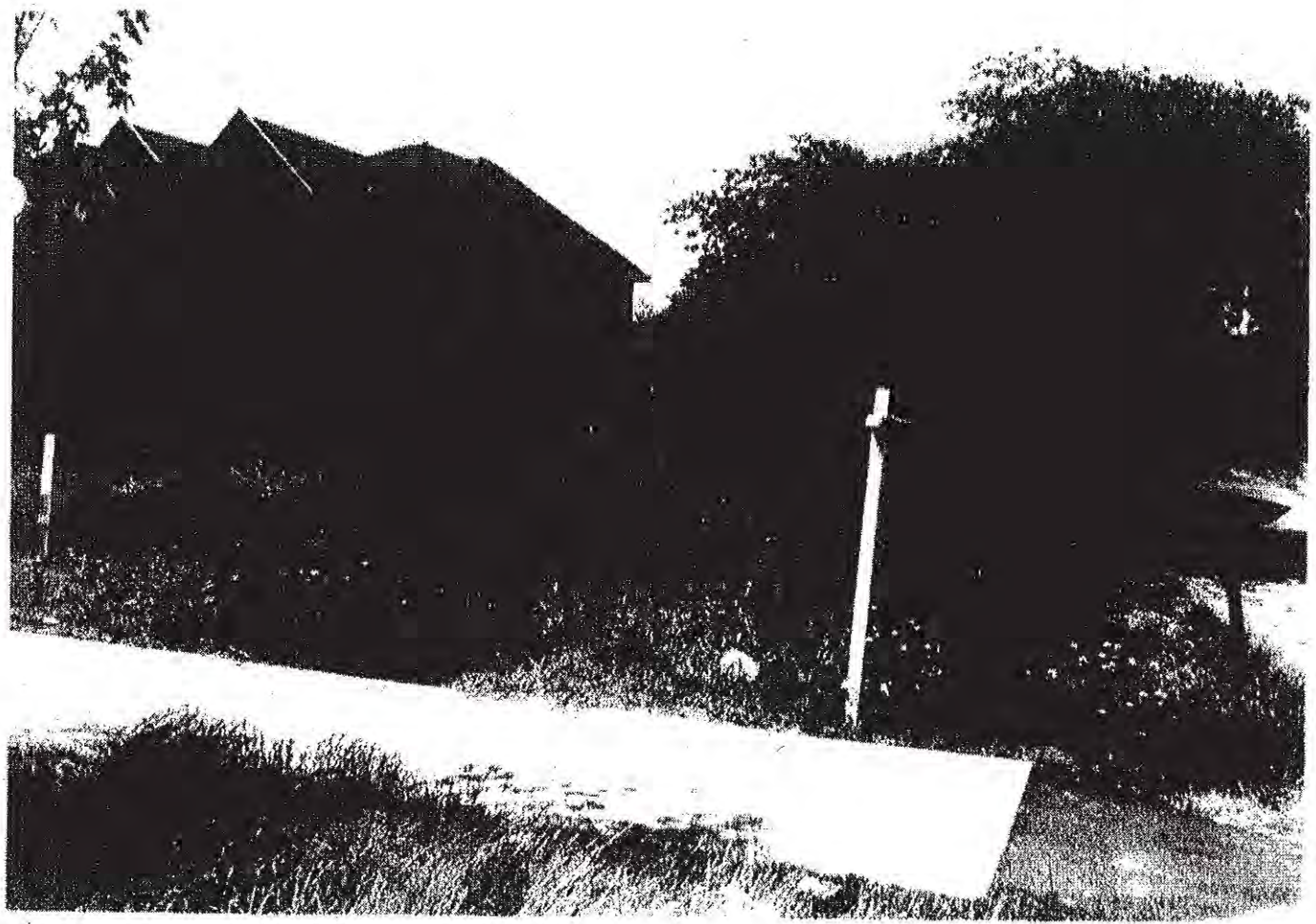
Given the above reason, we believe that this proposal seriously impacts the safety, well being and cohesiveness of our neighbourhood. Therefore we the residents of Heather Street are adamantly opposed to this development.

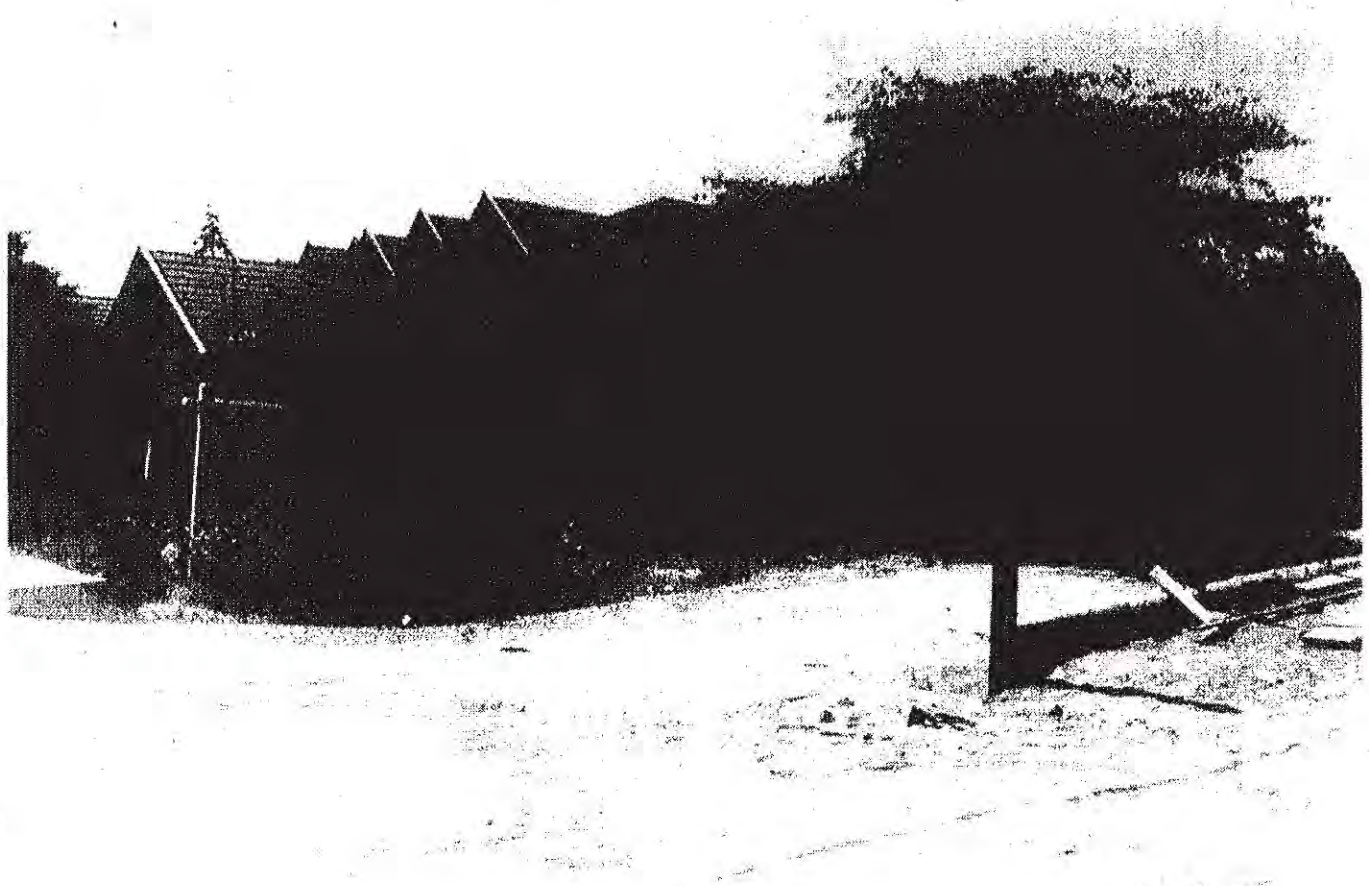


Name	Address	Signature
Amar Johal	8880 Heather St.	
Selina Johal	8880 Heather St.	
Wibabun	5040 Blundell Rd	
Reg + Nina Johal	8888 Heather St	Reg + Nina Johal
Alice Chan	8871 Heather St	
DAVE & LILY HAY	8691 HEATHER ST	Dave Hay + Lily Hay
Qi Jun Wang	9180 DOLPHIN	
Kwok Fai Tung	8660 Dolphin Court	
Feng Qi	8660 Dolphin Crt	
Barbara Thomas Bruzese	8700 Dolphin Crt	Barbara Thomas Bruzese
Jim Bruzese	8700 Dolphin Court	
Godwin Chan	8740 Dolphin Court	
Celine Lee	8780 Dolphin Ct.	
LEI NIAO	8933 Heather St.	
CHIN CHUAN CHEN	8933 HEATHER ST	
Vivian Saito	9251 Francis Rd	
Takashi Saito	8940 Heather St	
WAI SHAN CHUNG	8971 Heather St	
CHARLIE GIN	8951 Heather St	
Tony Tu	8891 Heather St.	
Chun Cindy	8891 Heather St.	
NEI-PENG MAO	9251 Dolphin Ave.	
JUDY LAM	8820 Dolphin Crt.	
JACK POON	8720 Dolphin Crt	
Rutha Kwong	8751 Dolphin Crt	
DANIEL LOI	8860 Dolphin Court	
JEFFERY WONG	8673 Heather St	















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Wednesday, January 11, 2012

2. *Vary the provisions of the Richmond Zoning Bylaw No. 8500 to permit a 0.5 m building projection beyond the vertical height envelope.*

CARRIED

3. Development Permit DP 10-538908
(File Ref. No.: DP 10-538908) (REDMS No. 3435263)

APPLICANT: Doug Massie, Architect of Chercover Massie & Associates Ltd.

PROPERTY LOCATION: 8851 Heather Street

INTENT OF PERMIT:

1. Permit the construction of a two-storey building for a licensed child care facility for approximately 60 children at 8851 Heather Street on a site zoned Assembly (ASY); and
2. Vary the provisions of Richmond Zoning Bylaw 8500 to:
 - a) Reduce the minimum interior side yard from 7.5 m to 1.2 m;
 - b) Reduce the minimum public road parking setback from 3 m to 1.5 m; and
 - c) Permit 54% small car parking spaces on a site with less than 31 parking spaces (8 small car parking spaces of total 15 spaces).

Applicant's Comments

Doug Massie, Architect, Chercover Massie & Associates Architecture and Engineering, spoke on behalf of the owner, and advised that he wished to address points raised in letters from neighbours regarding the proposed two-storey building for a licensed child care facility for approximately 60 children, at 8851 Heather Street. Mr. Massie stated that:

- traffic, the lack of sidewalks and the ditch on Heather Street are items beyond the responsibility of the applicant, who has no way of responding to these matters;
- Chercover Massie & Associates has designed other daycare centres and none of them create traffic issues in their neighbourhoods;
- as a typical Richmond street, Heather Street can handle many more cars than it does at present;
- the applicant has submitted evidence to City planning staff that shows that the volume of cars created by the proposed child care facility has minimal impact on the traffic on Heather Street;
- the number of parking stalls proposed for the site is dictated by the City's zoning bylaw, and is designed to the standards of the bylaw, with the exception of the number of small car stalls, which is the reason behind the request for the variance;
- the proposed building has been designed to meet the B.C. Government standards for child care facilities;

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- Community Care Facilities Licensing (CCFL), enforced by Vancouver Coastal Health, provides criteria for the design of child care centres, and the proposed design has been reviewed by the local CCFL office, and meets their criteria;
- the applicant did not create the floor areas, facilities, amenities and play areas criteria, but has, instead, met the criteria in order to obtain a license to provide child care in the proposed building;
- the City's Advisory Design Panel, as well as planning staff, reviewed, and supports, the design and size of the proposed building;
- the proposed child care operation is a business operation, with no subsidy or funding available from government, and, due to the demand for the service and the demand for quality care, suitable experienced staff must be engaged for the facility;
- operators of child care facilities do not get rich by providing this necessary service;
- regarding the exterior lighting for the proposed building, the light fixtures will be down lights, which will not have any light projecting past the property lines at 8851 Heather Street;
- regarding the issue of fire hazard, raised by a neighbour, no fire hazard is posed by this project; a fire sprinkler system and a fire alarm system will provide more fire protection to the proposed building than a typical residential home, and the proposed building is designed to meet the current B.C. Building Code, which requires adequate exit facilities;
- the building code's requirement to have fewer openings on side walls, adjacent to neighbouring houses, has been met in the design;
- there are no activities in a child care facility that will create a fire hazard, as only light meals are prepared on site, and children bring their own lunches from home;
- regarding the issue of the south side deck, raised by a neighbour, the purpose of the proposed deck is to provide an open area for quiet circle-type play, outdoor story reading, and instruction;
- the applicant's intention is that all active play will happen in the play area located to the rear of the building, or in Dolphin Park across the street;
- the deck features a five foot high guard rail that meets the height mandated by CCFL;
- the guard rail is a metal grill work, backed by frosted safety glass, to prevent overlook from the deck onto the neighbour's property; the glass guard will be heavier than a wood fence, and the weight of the rail barrier will increase the containment of noise from the deck;
- there are no windows on the upper floor which overlook the neighbour to the south because of: (i) the high rail on the deck; and (ii) the distance back from the property line; and

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- there is a six foot high fence on the property line, and no window provides overlook from the proposed building to the neighbouring property.

Mr. Massie concluded that the applicant has attempted to provide solutions and to respond to the concerns raised by neighbours.

Rajinder Singh, Landscape Designer, Van Der Zalm and Associates Landscape Architecture firm, advised that:

- to address concerns raised by neighbours adjacent to the subject site a series of cedar hedges has been planted along the north property line, and a portion of the south property line will feature a cedar hedge;
- a trellis feature with evergreen vine planting will be placed on top of the fence for a portion of the south property line; and
- over time the cedar hedges would grow to surpass the height of the fence, and would provide noise mitigation.

Panel Discussion

Discussion ensued among Panel members, Mr. Massie and Mr Singh, and the following advise was provided:

- the proposed balcony guard ail has always been required to be a five foot fence, but since the project was discussed at the November 30, 2011 meeting of the Development Permit Panel, the fence's detailing has been addressed;
- to ensure that children stay on the property and will not venture onto Heather Street and be endangered by the roadside ditch, the applicant's intention is: to (i) totally contain the play area at the rear of the subject site; (ii) ensure that children are under parents' care when they are at the front of the building; and (iii) there is no formal gate planned at the front of the subject site, but there will be gates located at the rear main play area, as well as at the top and bottom of the exterior stairs leading to the play deck area; and
- parents dropping off children would do so on weekdays only, not on weekends, and would do so by pulling their vehicles onto the site, parking in the parking stalls, escorting the children into the building, then exiting the site.

Staff Comments

Brian Jackson stated that staff takes the concerns raised by the neighbourhood, regarding traffic, parking, and safety issues, very seriously. He advised that if the proposed site had a single family development, it is possible that a larger building area would be allowed on the site.

Regarding the request for variances, Mr. Jackson noted that: (i) the requested 1.2 metre minimum interior side yard setback is identical to the minimum setback acceptable for a single family residence; (ii) the setback guidelines in the Assembly Zone apply to larger lots; and (iii) any assembly use on small lots requires a variance.

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In response to a query from the Chair, Mr. Jackson advised that the applicant's request for a parking variance is to increase the number of small parking spaces on the site.

Panel Discussion

In response to the Chair's request, Donna Chan, Manager, Transportation Planning, provided an update regarding the consultation process undertaken by staff regarding traffic issues in the Heather Street neighbourhood.

Ms. Chan advised that in December 2011, Transportation staff sent a traffic survey to 19 homes in the neighbourhood asking whether residents were in favour of speed humps as a traffic calming measure.

To date eight surveys have been returned, and of those four are in favour of the traffic calming measure and four are opposed to the traffic calming measure. Survey respondents have until Friday, January 20, 2012 to submit responses.

Ms. Chan added that when the survey process is complete, Transportation staff will report on the outcome to Council at the Monday, January 23, 2012 Council meeting.

In response to a query from the Panel, Ms. Chan advised that parking is permitted on Heather Street, but that there is very little opportunity to park there due to: (i) "No Parking" signs on the east side of the street, where the open ditch is located; (ii) driveways; (iii) fire hydrants; and (iv) required clearance from intersections.

Ms. Chan added that even with parked cars on Heather Street, it is possible for cars going in opposite directions to pass, if they alternate.

Gallery Comments

Raj Johal, 8880 Heather Street, spoke in opposition to the proposed building. He stated that he wants to see "No Stopping" signs in front of the subject site in order to avoid having to make calls to the City Bylaw office when parents park on the road, and not in the parking spaces provided on the site.

Mr. Johal referenced the City's zoning bylaw and commented that the proposed building is a commercial building, and that the setback requirements in the bylaw that apply to a school or a pre-school should apply to the proposed child care facility. He added that a compromise between the requested 1.2 metre interior side yard setback, versus the current 7.5 metre setback, would be to settle on a 3 metre setback.

As a result of Mr. Johal's request for signage, a brief discussion ensued between the Panel and Ms. Chan regarding signage to discourage parents from parking on the street. As a result of the discussion Ms. Chan advised that staff would look into the idea of "No Stopping" signage on Heather Street

Barbara Thomas-Bruzzese, 8700 Dolphin Court, submitted correspondence and photographs (attached to these Minutes as Schedule 2). She stated that she was strongly opposed to the application to construct a two-storey building for a licensed child care facility.

Development Permit Panel
Wednesday, January 11, 2012

Ms. Thomas-Bruzzese, 8700 Dolphin Court, outlined her concerns, and drew attention to: (i) the size of the site is not large enough for the proposed development; (ii) the size of the proposed building is approximately twice the size of the largest homes on the street; (iii) the location of the site is at a narrow part of Heather Street with a ditch on the east side with limited room to park on the shoulder of the street; (iv) the residential character of the neighbourhood, and how the new owners of the subject site have neglected their yard for more than six months and the former building on the site has been stripped; (v) the number of people that would occupy the premises on a daily basis; (vi) the number of children proposed for the facility is in excess of the number of child care spaces needed in the Broadmoor Area as outlined in the City's 2009-2016 Richmond Child Care Needs Assessment and Strategy; (vii) Dolphin Park has been referred to erroneously as Heather Park; and (viii) noise concerns.

Mrs. Thomas-Bruzzese requested that the Panel reject the proposed development.

Donald Lee advised that he spoke on behalf of Alice Chan, 8871 Heather Street who was absent, but who had submitted two letters opposing the proposed development (attached to these Minutes as Schedule 3 and Schedule 5).

Mr. Lee listed the following concerns as outlined in Ms. Chan's correspondence: (i) road safety; (ii) signage being ineffective in governing people stopping in the area; (iii) the proposed development's narrow parking lot, necessitating drivers having to back out of the site and blocking traffic; (iv) noise, from children and honking cars from the child care facility, disrupting the peace and quiet in neighbour's backyards; (v) the upper floor balcony facing bedrooms at 8871 Heather Street; and (vi) the demand for a child care facility in the area is low.

Lorne Soo, 8875 Heather Street, advised that he agreed with the concerns from other speakers, especially with regard to increased traffic on Heather Street, that could total up to 120 cars per day. He was opposed to the proposed development, and expressed puzzlement that the application could have made progress, in light of the neighbours' concerns.

Christine Tu, 8899 Heather Street, spoke in opposition to the proposed development. She stated that: (i) the street was too narrow to accommodate added traffic and should be widened; (ii) there should be sidewalks along both sides of Heather Street; (iii) the open ditch presents a problem; (iv) the area is not safe for children; (v) people coming to the child care facility will park in front of homes; (vi) neighbours who leave for work, and their children who leave for school, will experience delays as a result of child care parents arriving between 7 and 9 a.m.; and (vii) she wants the neighbourhood to remain quiet and accessible.

Lisa Chan, 8871 Heather Street, spoke in opposition to the proposed development, and stated that: (i) the planned upper floor balcony facing her home was evidence that there was inadequate outdoor play space on the site; (ii) noise would be a problem for neighbours; (iii) the rainy, cloudy and cool nature of Lower Mainland weather was a problem; and (iv) the ditch, as well as the potential for black ice on the road during winter, were problems. The building was too small for the children.

Development Permit Panel
Wednesday, January 11, 2012

Linda Chen, 8591 Heather Street, spoke in opposition to the proposed development. She noted that: (i) teaching staff would take up most of the parking spaces on site; and (ii) if there is a staff person for every six children, that would amount to 10 teachers.

Mr. Massie advised that: (i) the City's bylaw requires that nine parking spaces be provided for the child care facility teachers; (ii) there would be 12 teachers on staff; and (iii) that number of teachers, and the number of parking space, meets the City's and the CCFL's requirements.

A resident at 8931 Heather Street drew the Panel's attention to a petition dated July 7, 2011 (on file in the City Clerk's Office) signed by Heather Street residents in opposition to the proposed development. He then queried why there was inadequate signage on the subject site.

Mr. Jackson advised that the applicant erected a sign on the subject site that provided information regarding the development permit application. He added that the site did not have a rezoning application sign because the size was already zoned for "assembly use", and for this application, no rezoning was necessary.

Mr. Miao, 8933 Heather Street, spoke in opposition to the proposed development and stated that his concerns were related to: (i) noise; (ii) traffic issues; and (iii) parking issues. He requested that the Panel reject the development permit application.

Dave Hay, 8691 Heather Street, spoke in opposition to the proposed development and stated his concern with the lack of parking. He also noted that the on site parking spaces were inefficient, as drivers would be forced to drive in, and then back out. He stated that the ditch should be filled in and paved over. He then questioned how high the cedar hedge would grow in the side yards.

Mr. Singh noted that the smaller size type of cedar species that was selected would grow well, with pruning maintenance, in a confined space.

Mr. Chen, 8591 Heather Street, spoke in opposition to the proposed development. He was concerned that the shoulders of Heather Street turn soft in the rain, and when cars try to pass on the street, and have to use the softened shoulder to do so, there is a risk cars and their drivers can fall into the ditch.

A brief discussion ensued between the Panel and Ms. Chan regarding the nature of traffic on Heather Street. Ms. Chan noted that it is a low volume road. If there is a car parked on the side of the road, it is typical that one car proceeding down the road will continue, while a car coming in the opposite direction will pause.

Jim Bruzzese, 8700 Dolphin Court, spoke in opposition to the proposed development. He: (i) asked about noise mitigation at the rear of the subject site; (ii) what would happen if his fence, the one that separates the rear of the subject site from his Dolphin Court property, is damaged; and (iii) noted that just because the nature of Heather Street provides little opportunity to park, that does not mean that people will not do so, and may let their cars idle, then return to their running cars after having taken their children to the care facility.

As a result of Mr. Bruzzese's remarks, and Mrs. Thomas-Bruzzese's photographs, discussion ensued between the Panel, Mr. Massie, and Mr. Singh.

Development Permit Panel
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Mr. Singh advised that the design for the rear yard of the proposed child care facility included: (i) a play surface featuring soft material that would absorb sound; (ii) a grassed play area; and (iii) new ground cover planting along the current hedge.

In response to a query from the Chair, Mr. Singh stated that: (i) the portion of the hedge above the line of the Thomas-Bruzzese fence would remain; (ii) the lower portion of the hedge has been trimmed; and (iii) a variety of ground cover elements would be added along the base of the hedge.

The Chair noted that the photographs indicated that recent pruning had exposed some gaps in the hedge, and he suggested that the applicant not prune any further, and instead select some landscaping elements to fill in the gaps.

With regard to the issue of signage on the site, Mr. Massie advised that the sign that had initially been erected had gone missing, and that since its disappearance, a second sign had been erected on the site. The Chair commented that the temporary disappearance of the sign did not invalidate the process.

Correspondence

Barbara Thomas-Bruzzese, 8700 Dolphin Court (Schedule 2)

Alice Chan, 8871 Heather Street (Schedule 3)

Amar Johal, 8880 Heather Street (Schedule 4)

Alice Chan, 8871 Heather Street (Schedule 5)

Panel Discussion

The Chair acknowledged that the project was a contentious one, but advised that the mandate of the Development Permit Panel is to examine building form and character, not zoning issues. He noted that a child care facility is a permitted use on the site, and that if the requested variances were rejected, the applicant could still apply for and pursue a child care facility for the site.

The Chair further stated that the applicant had taken steps to mitigate the impact of the proposed facility.

The Panel expressed support for the idea to have "No Stopping" signage on Heather Street in order to discourage parents of children from dropping off their children anywhere other than on the subject site. In addition, the Panel advised that no further pruning of the existing hedges take place.

The Panel further noted that: (i) communication with neighbours was important; (ii) the applicant should address the sensitivity of the neighbourhood; (iii) City transportation staff would be engaged in the traffic issues; and (iv) the applicant should immediately clean up the subject site.

As a result of the discussion, the following conditions were to be added to the motion:

Development Permit Panel
Wednesday, January 11, 2012

- the applicant clean up the site before the Development Permit proceed to a meeting of City Council;
- that the City transportation staff review and confirm that the suggested "No Stopping" signage can be installed on Heather Street before the Development Permit proceed to a meeting of City Council; and
- that the City's traffic survey results in the Heather Street neighbourhood be available to Council.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would:

1. *Permit the construction of a two-storey building for a licensed child care facility for approximately 60 children at 8851 Heather Street on a site zoned Assembly (ASY); and*
2. *Vary the provisions of Richmond Zoning Bylaw 8500 to:*
 - a) *Reduce the minimum interior side yard from 7.5 m to 1.2 m;*
 - b) *Reduce the minimum public road parking setback from 3 m to 1.5 m; and*
 - c) *Permit 54% small car parking spaces on a site with less than 31 parking spaces (8 small car parking spaces of total 15 spaces);*

after such time as the following conditions have been met:

That:

- (1) *the applicant clean up the site before the Development Permit proceed to a meeting of City Council;*
- (2) *the City transportation staff review and confirm that the suggested "No Stopping" signage can be installed on Heather Street before the Development Permit proceed to a meeting of City Council; and*
- (3) *the City's traffic survey results in the Heather Street neighbourhood be made available to Council.*

CARRIED

4. **New Business**

5. **Date Of Next Meeting: Wednesday, January 25, 2012**

Development Permit Panel
Wednesday, January 11, 2012

6. Adjournment

It was moved and seconded

That the meeting be adjourned at 5:10 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, January 11, 2012.

Joe Erceg
Chair

Sheila Johnston
Committee Clerk

Schedule 2 to the Minutes of the
Development Permit Panel
Meeting of Wednesday, January
11, 2012.

January 11, 2012

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

Re: Notice of Application for a Development Permit DP 10-538908

I strongly oppose the application to permit the construction of a two-storey building for a licensed child care facility for approximately 60 children at 8851 Heather Street on a site zoned Assembly (ASY) and to vary the provisions of Zoning Bylaw 8500 as specified in the notice.

I have lived at 8700 Dolphin Court with my family for over 10 years. Our property is one of the properties directly adjacent to the back yard of 8851 Heather Street. We moved here specifically because it was a quiet residential neighbourhood of single-family homes. We have very much enjoyed living here – gardening or having a morning coffee in the back yard to the sounds of song birds, the wind in the trees and small planes overhead. I have often remarked to my husband that it is so wonderful that it is so quiet in our neighbourhood. It is something that I really value. If this application for a development permit is approved, it will significantly change the character of our neighbourhood as well as the serenity in our yard in particular.

Along with our neighbours, we made presentations to the Richmond Development Permit Panel at their meeting on July 13th 2011. Pictures were distributed by one of our neighbours so that the Development Permit Panel could actually see how narrow Heather Street is and how completely inappropriate it would be to increase the traffic in this area as a result of the construction of a business that would result in a significant increase in traffic at peak times of the day.

Along with our neighbours, we submitted a petition outlining our opposition to this development permit for the following reasons:

- Increased traffic through this portion of Heather Street
- Traffic flow
- Ditches
- Lighting and sidewalks
- Business vs residential

Our cover letter concluded "We believe that this proposal seriously impacts the safety, well-being and cohesiveness of our neighbourhood."

We participated in discussions at an Open House on September 8th hosted by the Vancouver Star Daycare and Doug Massie, Architect, Chercover Massie & Associates Ltd and we, as well as our neighbours, expressed our concerns about this proposal.

It seems that nobody is listening.

I understand that there is a proposal to install speed bumps on Heather Street as a solution to our concerns about traffic safety. I am convinced that this is not a solution at all. In fact, it will only make matters worse because if speed bumps are installed on Heather Street, it will only be a matter of time before a vehicle ends up in the ditch resulting in significant injuries or death.

My husband and I, along with our neighbours, are fully aware that this proposal does not fit well into our single-family neighbourhood. Although we very much appreciate the opportunity to address this Panel, it is very frustrating that we have not been heard to date.

I ask you to reject this proposed development for the following reasons:

1. **Size of the site.** It is very clear to me that this site is not an appropriate size for a child care facility for 60 children. In fact, it is clear to the developer and property owner also that this property is not an appropriate size for the building they propose because they are asking to vary the provisions of the Zoning Bylaw 8500 so that they can reduce the minimum interior side yard from 7.5 to 1.2 metres and reduce the minimum public road parking setback from 3 metres to 1.5 metres. They are also asking for a variance regarding the parking because they know that the property is not large enough to accommodate the parking that they should be providing. It is also not large enough to provide the typical one-way drive-through that schools and large childcare facilities have to ensure the safety of the children when they are being dropped-off and picked-up. In addition, they know that the property is not large enough to meet their playground requirement so they intend to count on the use of Dolphin Park, a small park with an exceptionally small playground, across the street. Adding so many additional children to the playground will affect the families in the neighbourhood who use this playground on a regular basis. Another strategy the child care provider suggested was that she just keeps the children inside. Neither of these suggestions meet an acceptable standard for quality childcare.
2. **Size of the building.** In order to accommodate a childcare business for so many children, they propose a building that is approximately twice the size of the largest homes that currently exist on the street. What would be more appropriate for consistent development of the neighbourhood would be to subdivide the property and put up two large houses on that site. That would be a plan that would maintain the character of the neighbourhood.
3. **Location.** This part of Heather Street is exceptionally narrow and has a ditch on the east side of it so when there is a need for two-way traffic, there is very little clearance. There is also very little room on the shoulder of the street for the parking that would inevitably be required during drop-off and pick-up for the childcare business. A strategy to widen Heather Street to accommodate the

additional traffic and the additional parking spaces that will be required is also not likely because of the ditch and the adjacent park.

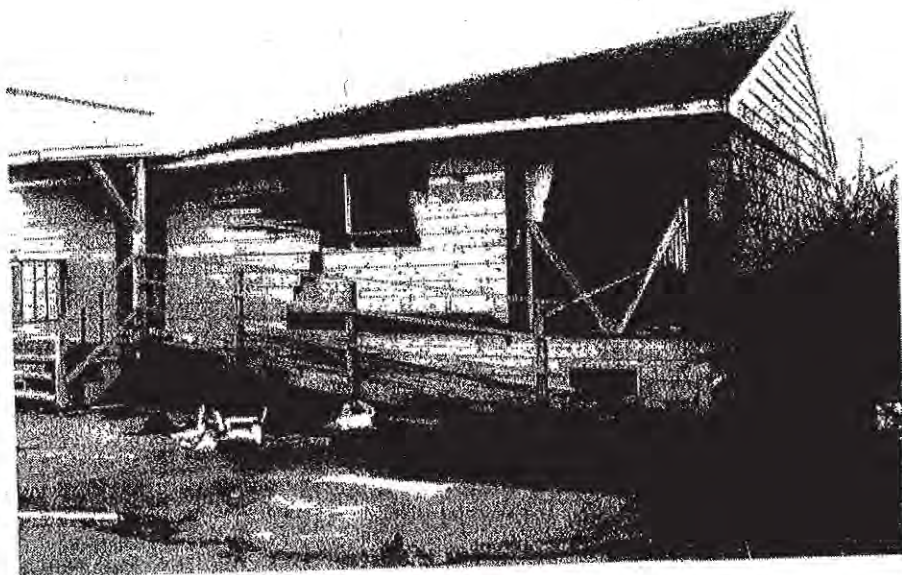
4. **Character of the neighbourhood.** According to the Official Community Plan for Richmond, "Broadmoor has many stable well-kept residential neighbourhoods and is well served by local parks, schools and services." We want to keep it that way. It seems to me that this childcare business is forcing itself into our quiet residential neighbourhood simply because the site is zoned Assembly (ASY) and they counted on this being an easy route to setting up their business. The previous church group that gathered occasionally at the small house (not a typical church building) on that property fit in nicely with the neighbourhood. The building looked like a typical house. Although there could be several people there at one time, it was not unlike any of the neighbours having a group of family or friends over for a BBQ. The sounds of people talking and laughing were no more dominant than other conversations in the neighbourhood. Their yard was maintained similar to the properties in the neighbourhood, for example, the lawn was mowed on a regular basis. The 15 foot cedar trees that grow just on the other side of our fence at the back of our yard, were trimmed on a regular basis. On the other hand, the new owners have neglected their yard for more than 6 months. The lawn is no longer mowed on a regular basis and has grown to 3 feet tall. Prior to the meeting on July 13th, they removed the lower branches of the row of trees on the other side of our 6 foot fence to just above the fence so this has diminished our privacy since you can now see between the trees above our fence where the branches have been removed. In addition this has diminished the effectiveness of the natural sound barrier that the tall row of trees provided. To make matters even worse, the new owners have just left the large branches in the yard where they have since turned orange in colour and this has contributed to their property being an eye-sore in the neighbourhood for several months. Many of us go for walks throughout the neighbourhood and admire the well-manicured yards and colourful flowers that are typical in our neighbourhood. Residents take pride in the appearance of their yards. The property at 8851 Heather Street is an extreme exception. The building itself was essentially stripped months ago and has since been abandoned. The yard is completely neglected.

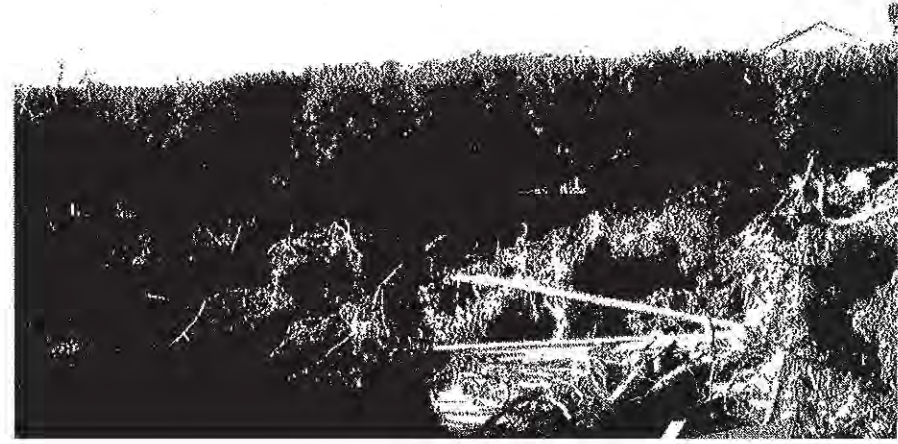
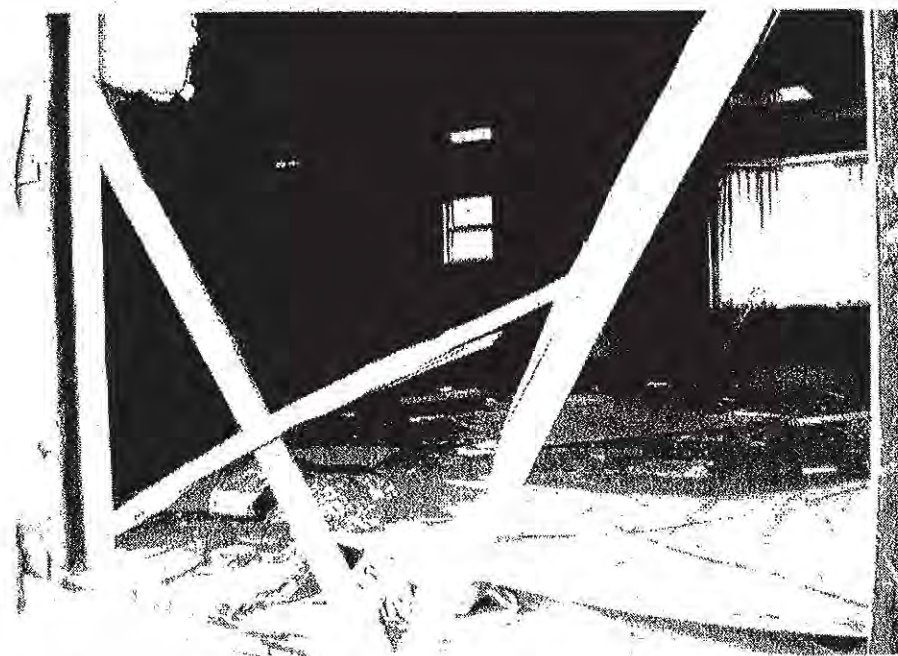
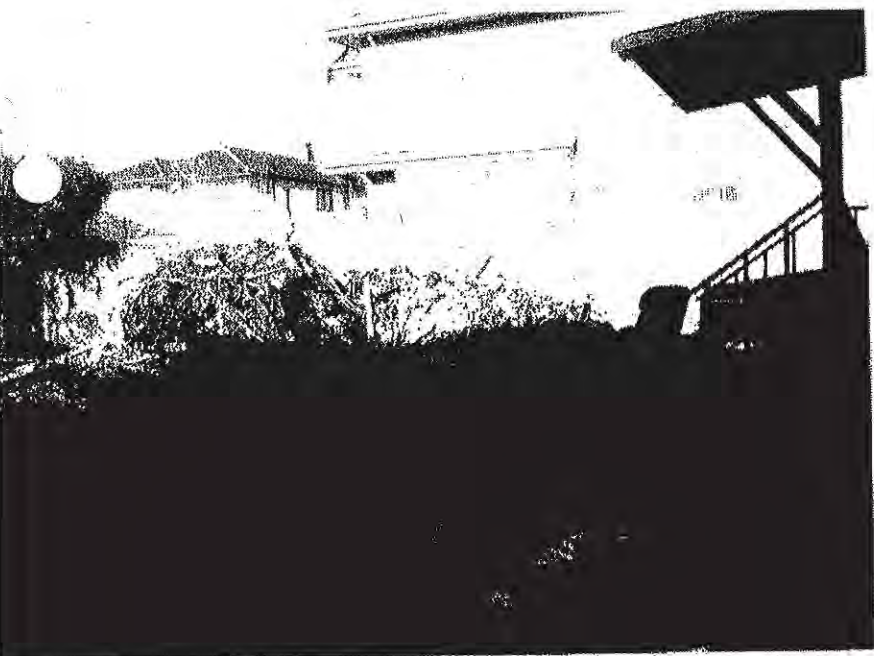
5. **Number of people** The number of people they propose to occupy the premises on a daily basis is excessive for our neighbourhood. To have 60 children, in addition to the staff, as well as parents coming and going, defines this as an institution. It is clearly not another house in a residential neighbourhood. If the owner was proposing a family daycare in a house of similar size to the houses in the neighbourhood, I am confident that this would be well received. There is clearly no objection to children in the neighbourhood nor to a childcare facility. However what they are proposing is to dominate the neighbourhood with an oversized institution in an undersized yard that is overpopulated according to the neighbourhood standards. This is completely inappropriate for the neighbourhood and unwelcomed.

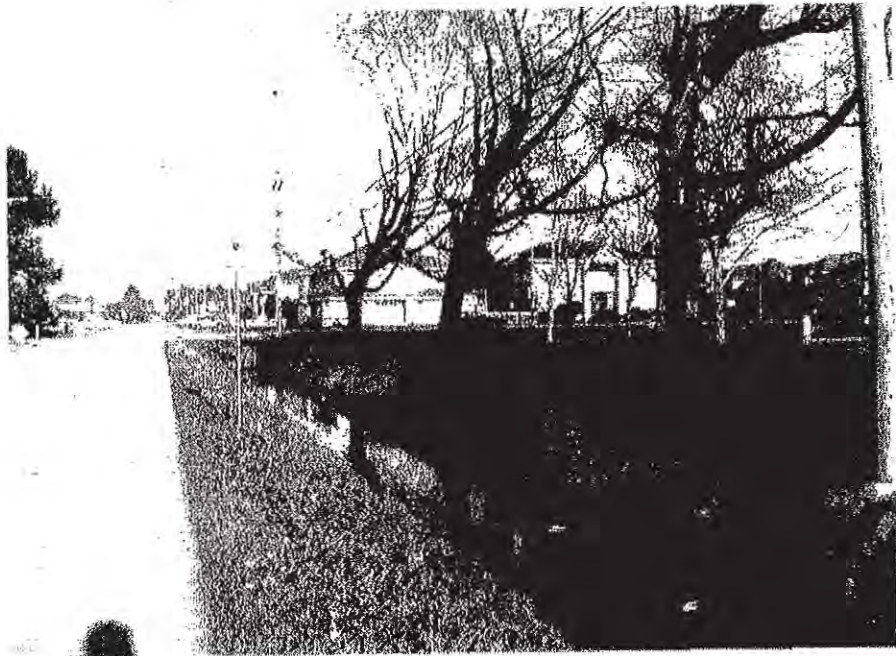
6. **Community Benefits** I would like to refer to the Staff Report that was attached to the Report to the Development Permit Panel from Brian J. Jackson, MCIP, Director of Development, dated June 16, 2011. In the section on Community Benefits, it is clear that the number of children proposed for the business at 8851 Heather Street far exceeds the number of child care needs for toddler and 3–5 year olds in the Broadmoor area. As identified in the 2009-2016 Richmond Child Care Needs Assessment and Strategy, the estimated additional child care spaces needed by December 1, 2016 in the Broadmoor area are 23 spaces for 18 months to 2 years old and 9 spaces for 3-5 year olds. It is extremely objectionable that we should be subjected to a 60 child institution in our neighbourhood when the anticipated needs of the entire Broadmoor area are met by less than half the number of children proposed.
7. **Dolphin Park** I would like to clarify again that to the east, across Heather Street from 8851 Heather Street, is Dolphin Park, not Heather Park as has been referred to on more than one occasion during this permit application. In the Staff Report that I referred to earlier, on the first page, in the section titled "Background", it again refers to the park as "the city-owned Heather neighbourhood park, which contains a children's playground, zoned School & Institution Use (SI)". My husband and I went to Heather Park and discovered that it had a much more substantial playground for children than Dolphin Park. I would respectfully ask that this be looked into so that there is no misrepresentation of the facts when you consider this permit application. In addition, I request that Vancouver Coastal Health also be informed that in fact it is Dolphin Park, not Heather Park that is across the street.
8. **Noise** According to the staff report, "the proposal includes only 67% of the outdoor play area requirement for 60 children" and the "outdoor children's play area is provided in the rear yard 212.9m² (just on the other side of our fence) and on the second floor deck (69.25 m²). According to the Staff Report dated October 7th, 2011, up to 24 children at a time will be scheduled to be in the outside play area on site at a given time and the applicant is proposing to schedule the use of the outdoor play area to meet the daily outdoor play needs of each of the four child care rooms. This will have a significant negative impact on our quiet neighbourhood on a daily basis.

Thank you for the opportunity to express my strong objections to having an institution forced on our quiet residential neighbourhood. I ask you to reject this application.

Barbara Thomas-Bruzzese
8700 Dolphin Court, Richmond BC







**Schedule 3 to the Minutes of the
Development Permit Panel
Meeting of Wednesday, January
11, 2012.**

Johnson, Gail

To Development Permit Panel
Date: <u>JAN. 11, 2012</u>
Item # <u>3</u>
Re: <u>DP 10-538908</u>

From: alice chan [alicechan8899@gmail.com]
Sent: January 3, 2012 10:53 PM
To: Johnson, Gail
Cc: Chak Au; Raj and Nina Johal; Amar Johal; chen; hsuhsen@gmail.com
Subject: 8851 Heather Street

Hello Gail,

My name is Alice Chan and I reside at 8871 Heather Street. At this point in time you may be aware that 8851 Heather Street's development has received much appeal from its neighbourhood, part of which I have participated in; However, I would like to address a few points that have caught my attention as well as others in the block. Firstly, the size of structure proposed on the lot of 8851 would be much too small to house sixty children, and would potentially pose a fire hazard in certain circumstances as well as natural hazards in the event of any disaster. In addition, the lot would be also much too small to allow 30 parked cars, not to mention the already narrow road width, facing a deep ditch on the other side. Secondly, the design of the structure does not match the surrounding houses in the neighbourhood and suggests a large balcony on the upper floor, facing the bedroom windows of 8871 (my home). With the significant amount of increased noise coming from the childcare institution alone, the children playing on the balcony would render my home entirely emasculated of the privacy we had. No other house in the neighbourhood contains such a large balcony on the upper floor, there should be no reason for this structure to possess such a large balcony that not only would not be entirely safe for children, but bothersome for the surrounding environment.

I hope you will take our thoughts into consideration.

Regards,
Alice



**Schedule 4 to the Minutes of the
Development Permit Panel
Meeting of Wednesday, January
11, 2012.**

City of Richmond
6911 No. 3 Road
Richmond, BC
V6Y 2C1 Canada

To Development Permit Panel
Date: <u>JAN. 11, 2012</u>
Item # <u>3</u>
Re: <u>DP 10-538908</u>

To: Council Members and Richmond Development Permit Panel

Re: 8851 Heather Street – Development Permit 10-538908 (REDMS NO. 3360997)

Unfortunately I am unable to attend this hearing due to work related commitments.

The above proposed development is for a 60 child daycare center on Heather Street. I have attended two public "hearings" (one at City Hall and the second sponsored by the Architect/Owner). Each time, I presented a petition from citizens in the neighbourhood concerned with the safety, congestion, location, size and appropriateness of a 60 child daycare center on a narrow street. To date the fundamental issues around safety of residents, potential attendees and neighbourhood congestion have not been adequately addressed.

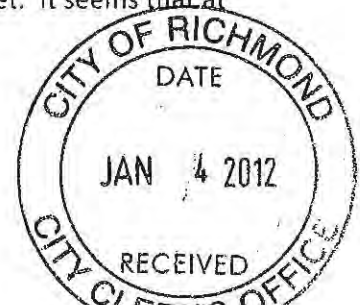
The south end of Heather Street has deep ditches on the east side with no parking and limited lighting and sidewalks on the west side. The only "solutions" the City has come up with is to add DO NOT STOP signs in front of the ditch and ask for our input on speed bumps to slow traffic down. I ask the Planning department how do these "solutions" solve the safety or congestion issues for us.

A 60 child daycare will generate 120 car trips per day in one short block. Although this may not seem a lot to you....it is considerable when you view the current traffic on our street and the fact that it will take place in two 2 hour windows (am & pm). The previous users were a church that had functions mostly on Sundays. This new development would change the entire make-up of the street.

Parking will also be a major issue given the limited allocated parking spots for the day care, staff parking needs, deliveries and parent drop off processing etc. This has the potential of causing traffic jams on a small narrow street that has limited parking. What are the City's plans to address this issue and what 3rd party independent studies have been conducted to ensure traffic flow is maintained. I suggest that the City view the congestion on Bakerview Street in the evenings where this owner has a much smaller yet similar operation. Magnify that 3 fold and coupled with no parking, no sidewalks, limited lighting, a narrow street and deep ditches and you have the making of a serious problem.

It has been most disheartening that the City feels compelled to force this development without fully considering the ramifications to those who would be most impacted on this street. It seems that at every turn the City has refused to listen to the affected citizens:

- Inaction on safety and congestion concerns.
- Issue around large ditch, lighting, sidewalks still unaddressed.
- Notification of hearings/input to select homes only



- Size of daycare. A 60 child day care is more a school than a day care center. Especially if the owners plan on having after school care which will only add to the congestion etc.
- Changing zoning to accommodate a developers business case.

To be clear, the neighbourhood supports the need for daycare centers. But only when it is done right....not a:

- 60 child day care
- Narrow street with poor lighting and deep ditches
- Etc.

We ask the City to please reconsider this development and address the several issues above before moving forward. We also ask that the Developer/Owner immediately erect a sign on the property advising of a potential 60 child day care. We ask given that there are 2 new homes right next door for sale and it would be the only right thing to do to ensure potential buyers are aware of this development.

Thank you for your consideration in this matter.

Sincerely,

Amar Johal
8880 Heather Street
Richmond, BC

Johnson, Gail

From: Amar Johal [amarjohal@shaw.ca]
Sent: January 3, 2012 4:57 PM
To: Johnson, Gail
Subject: 8851 Heather Street Development Permit 10-538908 (REDMS NO. 3360997)
Attachments: 8851 Heather Street.docx

Hi Gail, Sara Badyl had suggested we send you our concerns regarding the above as we will not be able to attend the hearing.

Please see the attached.

**Schedule 5 to the Minutes of the
Development Permit Panel
Meeting of Wednesday, January
11, 2012.**

Johnson, Gail

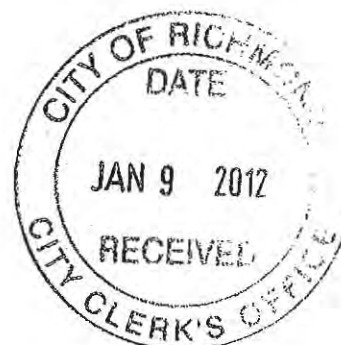
From: alice chan [alicechan8899@gmail.com]
Sent: January 6, 2012 11:16 PM
To: Johnson, Gail
Cc: Chak Au; Raj and Nina Johal; Amar Johal; chen
Subject: 8851 Heather Street

To Development Permit Panel
Date: JAN 11 2012
Item #: 3
Re: 10-538908

Hello Gail,

Sorry I have to write you a letter again, the reason is I'm having nightmares every night just thinking about the childcare being possibly built beside my house. Having to think about the balcony on the side of the building especially bothers me because it invades my family and my own privacy as it allows a clear view of my family's daily activities and every actions. The possible establishment of the child care is already a major interference to my family's life and our neighborhood, but having the balcony on the side peering into my house makes me even more agitated, uneasy and upset. Therefore, I would like you to know that the child care issue is already greatly impacting my life right now, thus I do not want to imagine how inconvenient and horrible it will be if it is established.

Thank you for your attention!
Alice Chan





City of Richmond

Report to Development Permit Panel Planning and Development Department

To: DPP Mtg. JAN. 11 / 2012

To: Development Permit Panel

Date: December 21, 2011

From: Brian J. Jackson, MCIP
Director of Development

File: DP 10-538908

Re: **Application by Doug Massie, Architect of Chercover Massie & Associates Ltd.
for a Development Permit at 8851 Heather Street**

Staff Recommendation

That a Development Permit be issued which would:

1. Permit the construction of a two-storey building for a licensed child care facility for approximately 60 children at 8851 Heather Street on a site zoned Assembly (ASY); and
2. Vary the provisions of Richmond Zoning Bylaw 8500 to:
 - a) Reduce the minimum interior side yard from 7.5 m to 1.2 m;
 - b) Reduce the minimum public road parking setback from 3 m to 1.5 m; and
 - c) Permit 54% small car parking spaces on a site with less than 31 parking spaces (8 small car parking spaces of total 15 spaces).

Brian J. Jackson, MCIP
Director of Development

BJJ:sb
Att.

Staff Report

Origin

Doug Massie, Architect of Chercover Massie & Associates Ltd. has applied to the City of Richmond for permission to develop a two-storey building with a licensed child care facility for approximately 60 children at 8851 Heather Street on a site zoned Assembly (ASY). Variances are included in the proposal to: reduce the interior side yard, reduce the Heather Street public road parking setback, and permit small car parking spaces.

Development Permit Panel's recommendation that the subject Development Permit be issued was considered by Council on December 19, 2011. At the meeting, Council carried the resolution that the Development Permit be referred back to the Development Permit Panel.

This staff report addresses the Council referral and responds to the concerns expressed by residents. The report considered by the Development Permit Panel on November 30, 2011 is attached for reference (**Attachment AA**). Subsequent to the Development Permit Panel meeting on November 30, 2011, public correspondence was received and is attached (**Attachment BB**).

Staff Comments

At the Council meeting on December 19, 2011, there was a brief discussion about concerns expressed by residents on Heather Street related to the form and character of the proposal, traffic in the area, and consultation. Regarding to the items discussed:

- Neighbourhood resident concerns regarding the form and character of the proposed child care facility were considered and addressed;
- a traffic calming measures survey has recently been mailed to Heather Street residents; and
- in September, the applicant hosted an Open House Meeting with neighbourhood residents.

Analysis

Neighbourhood Resident Concerns

- Neighbourhood resident concerns regarding the form and character of the proposed child care facility were considered at the Development Permit Panel meetings held on July 13, 2011 and November 30, 2011.
- As noted in the staff reports, the applicant made revisions to their proposal to improve fit into the neighbourhood and the interfaces to the surrounding single-family lots. These changes were made both during the Development Permit process, and also a result of concerns expressed at the July 13, 2011 Development Permit Panel meeting.
- Public correspondence was submitted to the City after the November 30, 2011 Development Permit Panel meeting by Mr. Raj Johal, who also attended the November 30, 2011 meeting (**Attachment BB**). Many concerns were considered at the Development Permit Panel meetings held on July 13, 2011 and November 30, 2011, including the concerns expressed in the letter (reduced setbacks, traffic volume, Heather Street width, parking, sidewalks, open ditch and lighting). Some additional land use, density and operations concerns were expressed, but are outside the scope of a Development Permit. The petition attached to the letter was considered at the July 13, 2011 Development Permit Panel meeting.

Traffic Concerns

- The "Proposed Traffic Calming Measures on Heather Street Survey" dated December 20, 2011 was mailed to residents and owners of the properties in the 8700 to 8900 block of

Heather Street. The survey includes a request for responses by Friday, January 20, 2011. Transportation staff will compile and analyse the results of the survey and if there is support, the proposed speed humps will be installed as part of the City's 2012 paving season.

Community Consultation

- As a result of concerns expressed by neighbourhood residents at the July 13, 2011 Development Permit Panel meeting, and as noted in the staff report dated October 7, 2011, the applicant hosted an Open House Meeting on September 8, 2011 to consult with residents of the neighbourhood.
- As noted in the staff report dated October 7, 2011, in response to the resident concerns, the applicant made changes to the design to improve privacy for the adjacent neighbours.

Conclusions

Council's referral has been addressed. Throughout the application process the applicant has made changes that improve the neighbourhood fit and privacy for the neighbouring properties. Staff have examined pedestrian and vehicle traffic on Heather Street and are in the process of conducting a traffic calming survey regarding speed hump construction along Heather Street. This information should be available by the end of January 2012.

The proposal for a child care facility supports the community by helping to address the toddler and 3-5 year old child care needs for the Broadmoor and City Centre planning areas. The existing Assembly zoned lot is well situated for a child care facility with a neighbourhood park across the street. Staff recommends support of this Development Permit application.



Sara Badyal, M. Arch, MCIP
Planner 1
SB:rg

Attachment AA Development Permit Panel Report considered on November 30, 2011 (with attachments, including report considered on July 13, 2011)

Attachment BB Public Correspondence received from Mr. R Johal dated December 4, 2011

The following are to be met prior to forwarding this application to Council for approval:

- Registration of a flood plain indemnity covenant.
- Submission of a contract entered into between the applicant and a Certified Arborist for supervision on any on-site works conducted within the tree protection zone of the maple tree to be retained.
- Installation of appropriate tree protection fencing around the maple tree to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.
- Receipt of a Letter-of-Credit for landscaping in the amount of \$42,822.00.

Prior to future Building Permit issuance, the developer is required to complete the following:

- Incorporation of accessibility features shown in Development Permit drawings.
- Driveway and boulevard restoration works to be done at the developer's sole cost via City Work Order.
- Obtain a Building Permit for any construction hoarding associated with the proposed development. If construction hoarding is required to temporarily occupy a street, or any part thereof, or occupy the air space above a street or any part thereof, additional City approvals and associated fees may be required.
- Submission of a construction traffic and parking management plan to the satisfaction of the City's Transportation Division (<http://www.richmond.ca/services/ttp/special.htm>).



City of Richmond
Planning and Development Department

**Report to
Development Permit Panel**

To: Development Permit Panel
From: Brian J. Jackson, MCIP
Director of Development
Date: October 7, 2011
File: DP 10-538908
Re: Application by Doug Massie, Architect of Chercover Massie & Associates Ltd.
for a Development Permit at 8851 Heather Street

Staff Recommendation

That a Development Permit be issued which would

1. Permit the construction of a two-storey building for a licensed child care facility for approximately 60 children at 8851 Heather Street on a site zoned Assembly (ASY); and
2. Vary the provisions of Zoning Bylaw 8500 to:
 - a) Reduce minimum interior side yard from 7.5 m to 1.2 m;
 - b) Reduce the minimum public road parking setback from 3 m to 1.5 m;
 - c) Permit 54% small car parking spaces on a site with less than 31 parking spaces (8 small car parking spaces of total 15 spaces).

A handwritten signature in black ink, appearing to read 'Brian Jackson'.

Brian J. Jackson, MCIP
Director of Development

SB:blg
Att.

Staff Report

Origin

Doug Massie, Architect of Chercover Massie & Associates Ltd. has applied to the City of Richmond for permission to develop a two-storey building with a licensed child care facility for approximately 60 children at 8851 Heather Street on a site zoned Assembly (ASY). Variances are included in the proposal to: reduce the interior side yard, reduce the Heather Street public road parking setback, and permit small car parking spaces.

The application was presented to the Development Permit Panel on July 13, 2011. At the meeting, the Panel moved and seconded:

"That Development Permit 10-538908 be referred back to staff for further:

- (a) consultation with residents of the neighbourhood; and*
- (b) examination of on-site parking/manoeuvring and pedestrian and vehicle traffic on Heather Street."*

This staff report addresses the Panel referral and responds to the concerns expressed by residents. The report considered by the Panel on July 13, 2011 is attached for reference (**Attachment A**).

Staff Comments

In response to the Development Permit Panel referral:

- The applicant hosted an Open House Meeting to consult with residents of the neighbourhood;
- The applicant has made changes to the design to improve privacy for the adjacent neighbours;
- On-site parking/manoeuvring and pedestrian and vehicle traffic on Heather Street was examined; and
- Transportation staff will be conducting a traffic calming survey this fall, and if there is support from the residents, work will commence in the summer of 2012 on the construction of speed humps along Heather Street. Resident support would require at least 66% of survey respondents to be in favour and at least 30% of surveyed households to submit a response.

The proposed building footprint and parking layout remain the same and there are no changes to the variances proposed.

Analysis

Community Consultation

- The applicant hosted a neighbourhood Open House Meeting from 7:00 pm to 8:00 pm on Thursday September 8, 2011 at Family Place, which is located at 8660 Ash Street, a block away from the development site.
- On August 19, 2011, invitations were hand delivered to 53 homes in close proximity to the subject site, including homes along Heather Street from Francis Road to Dolphin Avenue, and the homes along Dolphin Court (**Attachment B**).

- At the Open House Meeting, approximately seven (7) neighbourhood residents attended and expressed concerns regarding:
 - Number of children;
 - Size of building;
 - Adequacy of on-site outdoor play area;
 - Privacy from overlook and noise potential for the adjacent neighbours;
 - Adequacy of on-site parking; and
 - Pedestrian and vehicle traffic on Heather Street – vehicle speeding, narrow street width, significant drainage ditch, street lighting, and lack of sidewalk.

Number of Children

- As noted in the Staff Report, Vancouver Coastal Health childcare facility licensing staff have reviewed the application and have confirmed that they have no concerns with the proposal.
- The proposal has been designed with appropriate indoor and outdoor area for 60 children to meet Provincial childcare licensing requirements and the operational needs of the applicant. The children will be accommodated in 4 classrooms; 3 rooms of 12 children under 3 years old, and 1 room of 24 children aged 3 to 5 years old.
- The applicant advises that the proposed number of children is needed to enable the construction of a new building and to accommodate the mix of childcare spaces for both older and younger children.

Size of Building

- The size of the building complies with the 0.5 floor area ratio (FAR) density permitted under the existing Assembly (ASY) zoning.
- The applicant has reviewed opportunities to reduce the size of the building. The proposed building size is needed to accommodate 60 children, and 60 day care spaces are needed for the daycare to be economically viable.

Adequacy of On-site Outdoor Play Area

- As noted in the Staff Report, the licensing authority, Vancouver Coastal Health, has reviewed the size, location, and proposed scheduled use of the play area. Vancouver Coastal Health childcare licensing staff has advised that they have no concerns with the proposal.
- The outdoor children's play area has been designed for active children's play, with durable materials, a small lawn hill and lawn areas, raised wooden deck stage element, rubber paved tricycle track, rubber paved open areas, sand boxes, outdoor sink, and portable water and sand boxes.
- The outdoor amenity space in the backyard has been designed to accommodate 24 children. The applicant will set up a schedule for use of the backyard outdoor play area, with no more than one (1) classroom outside at a time (12 to 24 children). The goal of the applicant is for each child to have access to the play area for 60 minutes every day, weather permitting. This exceeds the licensing requirement of 30 minutes per day.

Privacy From Overlook & Noise Potential for the Adjacent Neighbours

- Privacy was provided for the adjacent single-family home under construction to the north at 8831 Heather Street with: 1.8 m height solid wood privacy fencing under construction along the shared property line at grade, and retention of the existing hedge along the north edge of the back yard. In addition, a second floor staircase window has been deleted as it was found to be roughly aligned with a second floor bedroom window.

- Privacy was provided for the adjacent single-family home to the south at 8871 Heather Street with: existing 1.8 m height solid wood privacy fencing along the shared property line at grade, and an increased 4.2 m setback at the second floor level. In addition, the applicant has increased the amount of existing hedge that will be retained along the south edge of the back yard and has added solid frosted glass panels to the 1.5 m height guardrail along the south edge of the second floor balcony.
- Privacy was provided for the adjacent single-family homes to the rear at 8680 and 8700 Dolphin Crescent with: existing 1.8 m height solid wood privacy fencing along the shared property line at grade, and a 7.5 m setback. In addition, the applicant has increased the amount of hedge that will be retained, to include all of the existing hedge along the west edge of the back yard and the addition of screening to fill in open areas above the fence line.
- The landscaping design has been revised to increase the amount of retained existing hedging, with additional shade tolerant planting underneath the hedging.
- As noted above, although the daycare is designed for 60 children, the outdoor amenity area is designed for 24 children. Children will be fully supervised in the outdoor amenity area, with a schedule of no more than one (1) class outside at a time (12 to 24 children).

Adequacy of Onsite Parking

- As noted in the Staff Report, the number of off-street parking spaces for parents and staff (15 spaces) complies with the Zoning Bylaw requirements. Variances are requested to permit eight (8) small car parking spaces and to provide a 1.5 m parking setback from Heather Street when the zoning bylaw requires 3 m.
- Staff have further investigated the parking accumulation during the morning drop-off and afternoon pick-up periods based on typical arrival and duration patterns of daycares and found that the 6 parking spaces assigned for the parents will be adequate to meet the parking demand during the drop-off and pick-up times. Typically, drop-off and pick-up occur over a 2½-hour window. The proposed provision of parent parking minimizes the potential for vehicles backing out from the site onto Heather Street or parking to spill over onto Heather Street.

Pedestrian and Vehicle Traffic on Heather Street

- **Vehicle speeding** - A speed study conducted in April, 2010 indicated average speeds on Heather Street exceeded the 30km/hr posted speed. Therefore, traffic calming measures in the form of speed humps will be installed on Heather Street, subject to consultation with local residents. As noted above, Transportation staff will be conducting a traffic calming survey this fall.
- **Street width** - Heather Street is a local road and is designed accordingly for low traffic volume. There is sidewalk, curb and gutter only on the west side of the roadway from Dolphin Avenue to 8875 Heather Street. The remaining southern portion of the Street to Francis Road does not have curb and gutter or sidewalk. Staff have verified the cross section of Heather Street as having a 7.0m pavement width adjacent to the subject site in addition to the City boulevard and sidewalk, which is adequate for two-way traffic. Currently, parking is limited along the east side of the street adjacent to the park because of the ditch. Therefore, "No Stopping" signs will be added along the east side of Heather Street adjacent to the park to restrict parking and maintain the full width of the roadway. A traffic study undertaken in April, 2010 on Heather Street observed current vehicle volumes as 450 vehicles per day, which is much less than the typical daily volume of 1,000 vehicles that local streets are designed to accommodate. Staff have also reviewed the size of the proposed

development and the additional traffic volume generated. This review found the traffic volumes from the proposed daycare is limited in duration and can be accommodated by the roadway geometry.

- **Significant drainage ditch** -- there is a significant drainage ditch along Heather Street, adjacent to the neighbourhood park and directly across the street from the subject site. Parks and Engineering staff have confirmed that the City has no plans to cover the existing ditch. As noted above, parking is currently constrained alongside the ditch due to the narrow shoulder. To address the impact of the ditch, "No Stopping" signs will be added along the east side of Heather Street adjacent to the park to restrict parking and maintain the full width of the roadway. When daycare staff takes their class for a fieldtrip to the neighbourhood park, they would walk as a supervised group along the existing sidewalk in front of the subject site northward to Dolphin Avenue, cross Heather Street at the intersection, and enter the park from the existing Dolphin Avenue sidewalk.
- **Street lighting** -- There are six (6) street lights along Heather Street between Dolphin Avenue and Francis Road: four (4) lights installed on BC Hydro wood poles and two (2) City-owned street lights, including a City-owned street light recently installed in front of the subject site. The City has placed a light on every available BC Hydro power pole within that section of roadway. Any future roadway lighting would be installed through property redevelopment where frontage improvements are required. The residents could also initiate a Local Area Service Program (LASP) to install roadway lights. This program would be funded by the property owners making the request.
- **Lack of sidewalk** -- There is existing sidewalk north of the subject site to Dolphin Avenue, out to the Garden City bus stops and in to Debeck Elementary School. Residents in the neighbourhood are concerned that there is no sidewalk south of the subject site from 8875 Heather Street out to Francis Road. The sidewalk construction on the west side of Heather Street from Dolphin Avenue to 8875 Heather Street was secured as part of single-family redevelopment. A walkway extension to Francis Road on either the west or east side of Heather Street will be considered in the 2012 annual Neighbourhood Traffic Safety program. Actual timing of implementation will be based on staff's review of priorities of other competing traffic safety projects in early 2012.

On-site Parking/Manoeuvring

- Transportation staff is supportive of the proposal. Transportation staff have reviewed the layout of the proposed surface parking area and are satisfied that there is sufficient space for staff and parent vehicles to manoeuvre onsite.
- The parking spaces adjacent to the front property line will be reserved with signage for staff. Staff are expected to be familiar with the parking area layout and manoeuvring associated with these parking spaces, which are less easy to manoeuvre into and out of than the other parking spaces.
- The applicant has advised that private on-site garbage and recycling collection will be scheduled for Saturday, when the daycare is closed and within the hours permitted through the City's Noise Bylaw. Scheduling the collection for Saturday ensures that there will be no conflict between collection and parking. The surface parking area is large enough to accommodate on-site manoeuvring of the collection truck.

Conclusions

The Development Permit Panel's referral has been addressed. The applicant hosted an Open House Meeting to consult with residents in of the neighbourhood and satisfactorily addressed concerns raised. The applicant has made changes that improve privacy for the neighbouring properties. Staff have examined pedestrian and vehicle traffic on Heather Street and will be conducting a traffic calming survey this fall regarding speed hump construction along Heather Street.

The proposal for a childcare facility supports the community by helping to address the toddler and 3-5 year old childcare needs for the Broadmoor and City Centre planning areas. The existing Assembly zoned lot is well situated for a childcare facility with a neighbourhood park across the street. Staff recommends support of this Development Permit Application.

Sara Badyal

Sara Badyal, M. Arch, MCIP
Planner 2 (Urban Design)
(604-276-4282)

SB:blg

Attachment A: Development Permit Panel Report considered on July 13, 2011 (including attachments)

Attachment B: Neighbourhood Meeting Invitation Distribution Area Map

The following are to be met prior to forwarding this application to Council for approval:

- Registration of a flood plain indemnity covenant;
- 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 maple tree 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.
- Installation of appropriate tree protection fencing around the maple tree to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.
- Receipt of a Letter-of-Credit for landscaping in the amount of \$42,822.00.

Prior to future Building Permit issuance, the developer is required to complete the following:

- Incorporation of accessibility features shown in Development Permit drawings.
- Driveway relocation and boulevard restoration works to be done at the developer's sole cost via City Work Order.
- Obtain a Building Permit for any construction hoarding associated with the proposed development. If construction hoarding is required to temporarily occupy a street, or any part thereof, or occupy the air space above a street or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. *For further information on the Building Permit, please contact Building Approvals Division at 604-276-4285.*
- Submission of a construction traffic and parking management plan to the satisfaction of the City's Transportation Division (<http://www.richmond.ca/services/ttp/special.htm>).



City of Richmond
Planning and Development Department

Attachment A

**Report to
Development Permit Panel**

To: Development Permit Panel
From: Brian J. Jackson, MCIP
Director of Development
Date: June 16, 2011
File: DP 10-538908
Re: Application by Doug Massie Architect of Chercover Massie & Associates Ltd.
for a Development Permit at 8851 Heather Street

Staff Recommendation

That a Development Permit be issued which would

1. Permit the construction of a two-storey building for a licensed child care facility for approximately 60 children at 8851 Heather Street on a site zoned Assembly (ASY); and
2. Vary the provisions of Zoning Bylaw 8500 to:
 - a) Reduce minimum interior side yard from 7.5 m to 1.2 m
 - b) Reduce the minimum public road parking setback from 3 m to 1.5 m
 - c) Permit 54% small car parking spaces on a site with less than 31 parking spaces (8 small car parking spaces of total 15 spaces).

Brian J. Jackson, MCIP
Director of Development

BJJ:sb
Att.

Staff Report

Origin

Doug Massie Architect of Chercover Massie & Associates Ltd. has applied to the City of Richmond for permission to develop a two-storey building with a licensed child care facility for approximately 60 children at 8851 Heather Street on a site zoned Assembly (ASY). Variances are included in the proposal to: reduce the interior side yard, reduce the Heather Street public road parking setback, and permit small car parking spaces.

There is no associated rezoning application. The site currently contains a small vacant one-storey church building.

A Servicing Agreement is not required as no upgrades have been identified and the subject property frontage was recently improved through the rezoning and subdivision of the adjacent lands to the south at 8871 and 8875 Heather Street (RZ 07-374314 & SA 08-425332). The limited driveway relocation and boulevard restoration works for the subject development will be completed at the owners cost by work order through the future Building Permit process.

Development Information

Please refer to attached Development Application Data Sheet (Attachment 1) for a comparison of the proposed development data with the relevant Bylaw requirements.

Background

Development surrounding the subject Ash Street Sub-Area (Broadmoor Area) site is as follows:

- to the north and south sides of the subject site, fronting onto Heather Street, are recently rezoned and subdivided single-family lots (RZ 07-380065 and RZ 07-374314) zoned "Single Detached (RS1/K)";
- to the west, the subject site backs onto single-family lots fronting onto Dolphin Court zoned "Single Detached (RS1/B)"; and
- to the east, across Heather Street, is the city-owned Heather neighbourhood park, which contains a children's playground, zoned "School & Institutional Use (SI)".

Public Input

No public input has been received regarding the subject application.

Vancouver Coastal Health

Child Care facilities operate under the jurisdiction of the Provincial Government. In Richmond, child care licensing is the responsibility of Vancouver Coastal Health. Accordingly, the application was referred to Vancouver Coastal Health child care facility licensing for review.

The proposal includes 67% of the outdoor play area requirement for 60 children, or enough for 40 children as per the BC Child Care licensing regulations (7 m² per child). Outdoor children's play area is provided in the rear yard (212.9 m²) and on the second floor deck (69.25 m²). The applicant is proposing to schedule the use of the outdoor play area to meet the daily outdoor play needs of each of the four (4) child care rooms.

Vancouver Coastal Health child care facility licensing staff review applications on a case by case basis and have confirmed that they have no concerns with the subject proposal which would accommodate half of the children in the outdoor play area at any given time.

Staff Comments

The proposed scheme attached to this report has satisfactorily addressed the significant urban design issues and other staff comments identified as part of the review of the subject Development Permit application. In addition, it complies with the intent of the applicable sections of the Official Community Plan and is generally in compliance with Zoning Bylaw 8500 except for the zoning variances noted below.

Zoning Compliance/Variances (staff comments in bold)

The applicant requests to vary the provisions of Richmond Zoning Bylaw 8500 to:

- 1) Reduce the minimum interior side yard from 7.5 m to 1.2 m

(Staff supports the proposed variance as this provides for an appropriately sized building for child care use and matches the minimum interior side yard setback requirement of the adjacent single family lots to the north and south. To comply with the minimum 7.5 m side yard setback to the south and to the north of this small lot would result in a 7.3 m wide building, which is not usable for the proposed child care use. The existing small church building is also not usable for the proposed child care use, due to BC Building Code requirements, Vancouver Coastal Health licensing requirements, and City parking requirements. It is worth noting that the small existing church building on the site was originally constructed as a single family dwelling and does not comply with the current Assembly zoning setback requirements.)

- 2) Reduce the minimum public road parking setback from 3 m to 1.5 m

(Staff supports the proposed variance as it results in a site plan layout that accommodates the required parking onsite and a landscape buffer to screen the parking area from Heather Street. Although the 1.5 m landscape buffer along Heather Street is narrower than the required 3 m, it is wide enough to accommodate the proposed hedge and tree planting. The variance does not negatively impact the adjacent neighbours.)

- 3) Permit 54% small car parking spaces on a site with less than 31 parking spaces (8 small car parking spaces of total 15 spaces).

(Staff supports the proposed variance as it results in a site plan layout that accommodates the required parking onsite with an appropriate drive aisle width and wider landscape buffer to the adjacent single-family lots to the north and south. The provision of small car spaces is acceptable to staff as the users are expected to be familiar with the parking area layout and manoeuvring associated with the small car spaces. The variance does not negatively impact the adjacent neighbours.)

Advisory Design Panel Comments

The Advisory Design Panel was supportive of the project conditional to the applicant taking their comments into consideration, and design development to the column expression and use of pavers in the driveway. In response, the streetscape elevation and driveway have been improved. An annotated copy of the relevant excerpt from the Advisory Design Panel Minutes from January 19, 2011 is attached for reference (Attachment 2). The design response from the

applicant has been included immediately following the specific Design Panel comments and is identified in '*bold italics*'.

Analysis

Conditions of Adjacency

- The proposed development includes an appropriate interface to Heather Street, enhanced with a pedestrian-oriented front entry, pedestrian walkway, landscape buffer to screen the front parking area, and permeable pavers across the vehicle entry driveway to mark the edge of the public pedestrian realm and to define the edge of the onsite surface parking area.
- The proposed development includes an appropriate interface to the surrounding single-family lots with existing solid wood privacy fencing, areas of landscaping and areas of cedar hedging where possible, and in particular along the sides of the parking area and at the corners of the outdoor play area.

Urban Design and Site Planning

- The proposed child care facility is well situated on the subject existing Assembly zoned lot across the street from the Heather neighbourhood park.
- The proposed site layout includes a two-storey building designed with residential character, set back behind a front surface parking area, and protecting a secure outdoor children's play area in the rear yard.
- A pedestrian walkway is provided, connecting to the Heather Street sidewalk and separated from the vehicle access driveway, also connecting to Heather Street.
- The Heather streetscape has been improved with recently constructed frontage improvements including a new grass boulevard with street trees behind a curb and gutter and a new sidewalk at the property line. The Heather streetscape edge is further defined with proposed landscape buffers with hedge and flowering tree planting, a line of permeable pavers at the driveway entry, and a pedestrian walkway connecting with the sidewalk.
- The number of off-street parking spaces for parents and staff (15 spaces) complies with the Zoning Bylaw requirements including accessible parking (1 space). Variances are requested to permit 8 small car parking spaces and to provide a 1.5 m parking setback from Heather Street.
- Bicycle storage complies with the Zoning Bylaw requirements and is located in the south side yard. Bicycle storage includes 4 class 1 vertical storage lockers and a rack for four (4) bicycles, both located in the covered area under the deck.
- A covered garbage and recycling enclosure is provided on the south side of the building. Garbage and recycling will be collected by a private contractor. To avoid conflict with parking, the applicant has advised that onsite collection will be scheduled for Saturday, when the daycare is closed and within the hours permitted through the City's noise bylaw.

Architectural Form and Character

- The proposed two-storey building has been designed with a residential character to better fit the approved institutional use into the predominantly single-family neighbourhood. The residential character is expressed with a single pedestrian oriented covered front entry, building articulation to break up the streetscape façade, the incorporation of uncovered second floor decks, durable brick base, stucco siding, smaller areas of glazing, and roof massing with pitched roofs, gable ends and asphalt shingles.
- The simple colour palette includes sand coloured stucco, grey brick, white windows, white trim, dark brown aluminium guard railing, and two-tone brown asphalt shingles.

- The project's accessibility features include: interior floor plans that accommodate wheelchair manoeuvring throughout, wider interior doors, an accessible washroom, and a vertical lift.

Tree Management

- There are three (3) existing trees on the lot and there were previously two (2) existing trees on the adjacent property to the north with canopies and root zones entering into the subject property. The two (2) neighbouring trees were recently removed as a part of the redevelopment of the neighbouring property with a new single-family home.
- One (1) existing Japanese maple tree will be transplanted and retained in the southeast corner of the property, adjacent to the Heather Street sidewalk. To protect the health and retention viability of the existing maple tree, the owner's arborist has recommended transplanting the tree to the higher proposed elevation in close to the same location. In the current location and lower grade, the existing tree is impacted by the new retaining wall of the adjacent raised neighbouring lot, the neighbour's storm sewer connection, and new City sidewalk. A contract with an arborist to ensure successful transplanting and retention of the maple tree is a requirement of the Development Permit.
- Two (2) existing fruit trees are proposed for removal. The centrally located trees are considered to be in poor condition by the City's Tree Preservation Official.
- Four (4) new trees will be planted, providing a 2:1 replacement ratio for the removal of existing trees.

Landscape Design and Open Space Design

- Outdoor children's play area is provided at the rear of the property with visual surveillance and access from the interior child care spaces. The play area is secured with lockable gates and existing perimeter solid wood privacy fencing. As noted above, the size and location of the play area have been reviewed as part of the application review and are acceptable to Vancouver Coastal Health child care licensing staff.
- The outdoor children's play area has been designed for active children's play, with durable materials, a small lawn hill and lawn areas, raised wooden deck stage element, rubber paved tricycle track, rubber paved open areas, sand boxes, outdoor sink, and portable water and sand boxes.
- Soft landscaping is provided in the rear yard, including existing perimeter coniferous hedging, tree planting, lawn areas, flowering low hedging and vines, and an edible garden area with blueberry and strawberry plants.
- The streetscape landscape buffer includes a retained transplanted existing Japanese maple tree, two (2) new flowering cherry trees, flowering shrubs, perennials, and groundcover.
- The landscape plan for the front of the property includes an open surface parking area, landscape buffer along the Heather Street edge providing screening of the surface parking area, a paved pedestrian walkway connecting to the Heather sidewalk, and continuous cedar hedging along the north and south edges of the surface parking area to provide screening to the adjacent neighbours.
- The surface parking area includes special treatment with areas of permeable pavers to improve the visual impact and also to increase the permeability of the parking area. The variety of surface materials breaks down the visual impact of the large paved surface and the pattern provides a visual containment or boundary for the parking area. A wide band of permeable pavers is proposed around the perimeter of the surface parking area: across the driveway at the entry to the site, in front of the main entry and in the parking spaces on the north and south sides. Asphalt is proposed in the central turning area of the parking area.

- In addition to the existing 1.8 m height solid wood privacy fencing along the north, south and west edges of the site, lockable access gates will be provided in the side yards.

Crime Prevention Through Environmental Design

The proposed design does not present CPTED concerns. The proposal includes:

- secured outdoor children's play areas with natural surveillance from the child care facility;
- clearly defined boundaries between the property, public and private spaces; and
- a front parking area with a high degree of natural surveillance both from the child care facility and also the public road.

Sustainability

The proposed infill redevelopment proposal will include the following sustainability measures:

- Location within 220 m of transit service provided along Garden City Road
- Bicycle storage lockers and racks
- Increased site permeability. Existing church asphalt parking area will be removed and the site will be redeveloped with a site design with 45% permeability through permeable pavers in the new front surface parking area, gravel cover in the passive north side yard, and live landscaping area.
- EnergyStar windows and appliances
- Increased insulation thermal resistance performance (the insulation rating will be increased from commercial to higher performance residential rating)
- Energy efficient heating and hot water systems
- Water efficient plumbing fixtures and fittings

Floodplain Management

- The proposal complies with Flood Plain Designation and Protection Bylaw No. 8204. The Bylaw requires a minimum flood construction level at 0.3 m above the highest crown of the adjacent public road.
- Registration of a flood indemnity covenant is a requirement of the Development Permit.

Servicing Capacity

- The applicant has submitted an engineering capacity analysis for the water, sanitary, and storm infrastructure. No upgrades are required;

Community Benefits

- The proposal addresses the child care needs for toddler and 3-5 years in the Broadmoor planning area and also contributes toward the needs in the City Centre planning area as identified in the 2009-2016 Richmond Child Care Needs Assessment and Strategy. The report identifies the estimated additional child care spaces needed by December 1, 2016 broken down by planning area and the different categories of child care needed. Toddler and 3-5 year child care proposed and needs in the Broadmoor and City Centre planning areas are summarized in the table below:

Estimated Child Care Space

	Proposed	Broadmoor Need	City Centre Need
Group (18 months - 2 years)	36	23	63
Group (3-5 years)	24	9	99

- Located in the northeast corner of the Broadmoor planning area, within 650 m of the City Centre planning area, the subject site is well positioned to meet the child care needs of both the Broadmoor and City Centre planning areas. For this reason, by providing more than the needed toddler and 3-5 child care spaces for the Broadmoor planning area, this facility will help address the larger need in the City Centre planning area.

Conclusions

The applicant has satisfactorily addressed staff and the Advisory Design Panel's comments regarding conditions of adjacency, site planning and urban design, architectural form and character, and landscape design during the Development Permit review process. The proposal for a child care facility supports the community by helping to address the toddler and 3-5 years child care needs for the Broadmoor and City Centre planning areas. The existing Assembly zoned lot is well situated for a child care facility with a neighbourhood park across the street. Staff recommends support of this Development Permit Application.

Sara Badyal

Sara Badyal, M. Arch, MCIP
Planner 2 (Urban Design)

SB:rg

The following are to be met prior to forwarding this application to Council for approval:

- Registration of a flood plain indemnity covenant;
- 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 maple tree 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.
- Installation of appropriate tree protection fencing around the maple tree to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.
- Receipt of a Letter-of-Credit for landscaping in the amount of \$42,822.00.

Prior to future Building Permit issuance, the developer is required to complete the following:

- Incorporation of accessibility features shown in Development Permit drawings.
- Driveway relocation and boulevard restoration works to be done at the developer's sole cost via City Work Order.
- Obtain a Building Permit for any construction hoarding associated with the proposed development. If construction hoarding is required to temporarily occupy a street, or any part thereof, or occupy the air space above a street or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. *For further information on the Building Permit, please contact Building Approvals Division at 604-276-4285.*
- Submission of a construction traffic and parking management plan to the satisfaction of the City's Transportation Division (<http://www.richmond.ca/services/ftp/special.htm>).



City of Richmond

6911 No. 3 Road
Richmond, BC V6Y 2C1
www.richmond.ca
604-276-4000

Development Application Data Sheet Development Applications Division

DP 10-538908

Attachment 1

Address: 8851 Heather Street

Applicant: Doug Massle Architect of Cheroover Massle & Associates Ltd.

Owner: Vancouver Star Education Ltd.

Planning Area(s): Ash Street Sub-Area (Broadmoor Area)

	Existing	Proposed
Site Area:	1,013 m ²	No change
Land Uses:	Religious Assembly	Child Care
OCP Designation:	Community Institutional	Complies - Child Care
Area Plan Designation:	Public, Institutional & Open Space	Complies - Child Care
Zoning:	Assembly (ASY)	No change
Number of Units:	1	1

	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.5	0.49 (492.84 m ²)	None permitted
Lot Coverage:	Max. 35%	27%	None
Setback – Front Yard:	Min. 6 m	21.5 m	None
Setback – Interior Side Yard:	Min. 7.5 m	1.2 m	6.3 m setback reduction
Setback – Rear Yard:	Min. 7.5 m	7.5 m	None
Parking Setback:			1.5 m reduction to Heather Street parking setback
Public Road	Min. 3 m	1.5 m	
General	Min. 1.5 m	1.5 m to 2.8 m	
Height (m):	Max. 12 m	10.7 m	None
Off-street Parking Spaces:			
Staff	9	9	
Parent	6	6	
Accessible	(1)	(1)	
Total	15	15	None
Small Car Parking Spaces	Not permitted	54% (8 spaces)	8 small car parking spaces

Annotated Excerpt from the Minutes from
The Design Panel Meeting

Wednesday, January 19, 2011 -- 4:00 p.m.

[applicant design response is identified in '*bold italics*']

3. DP 10-538908 – CHILD CARE FACILITY
ARCHITECT: Douglas Massie, Chercover Massie & Associates Ltd.
PROPERTY LOCATION: 8851 Heather Street

Panel Discussion

Comments from the Panel were as follows:

- substantial changes have been made to the project in response to Panel's comments; wider space at the back of the building; richer treatment of surfaces both at the front and back of the building; appreciate decorative and permeable pavers at the parking stalls; playful attitude towards the lane is a great idea; bollards are a nice idea;
- decorative approach for screens that are proposed in front of the building might be more appropriate at the back where the children go out more often; move would be less intrusive to the architectural elevation – *Screens removed*;
- rubberized curb would be a more appropriate approach than timber edge along the curve – *Vertical timber rounds are proposed to address curves*;
- consider carrying the unit paving across the entrance area to provide a sense of entry – *Incorporated*;
- consider planting a row of trees along both side yards of the parking area; trees will provide cooling to the parking area during summer – *Tree planting incorporated on both sides*;
- playful area at the back of the building; concern on the smallness of the sandbox and lawn areas; consider larger and more useful areas such as planting or exploring area – *Outdoor activity areas sized and designed in consultation with licensing*;
- consider opportunities for infiltration in the gravel side yards; consider introducing swales – *Gravel bed is permeable*;
- provision for planting at the second level deck is a good idea; consider providing more opportunities for children activities – *Open deck design allows for flexible use*;
- ensure that scale of seating in the play area is appropriate for children – *Seating will be specified by daycare operator*;
- appreciate the design solution provided by the applicant;
- consider introducing elements to identify the building as a day care facility; signage at the entry roof portico can provide identification – *Signage will be provided through separate sign permit*;
- consider redesigning the two windows above the main entry portico to add a daycare character to the building; use of colour and/or introduction of play elements will introduce a sense of whimsy appropriate for a day care;
- consider child safety in determining height of guard rails – *Confirmed*;

- consider vertical posts on the side of the building to provide opportunity for a tent/covered space to create more play opportunities for children during the rainy season – *Not incorporated due to guard rail post structural limits and building envelope concerns;*
- building more improved than when it was last presented to the Panel;
- project has been vastly improved with the addition of sloped roof forms and gable ended design;
- wraparound deck helps reduce the bulk of the building when viewed from the street;
- entry is more identifiable; removal of heavy horizontal banding has made the building look more residential in character which is a better fit;
- columns holding the deck are extremely thin and fragile; columns need to be more robust and should match the thickness of the deck – *Columns in side yard removed to improve view from streetscape and to increase pedestrian and bicycle manoeuvring area;*
- commend the applicant for responses to comments in the previous meeting;
- appreciate the changes and efforts made by the applicant to make the facility fit into the neighbourhood; building is much more friendly to the neighbourhood;
- relocating deck from the back of the building to the south is a good gesture; gracious interface with the neighbour at the south side;
- front of the building is still a bit harsh as it is a wholly paved parking lot – *Parking area appearance improved with permeable pavers and tree planting at edge;*
- location of the deck on the south side of the building is good; however, might give rise to noise issues with the neighbour to the south; consider railing (or other) treatment to mitigate noise concern;
- concern on shape of the toddler rooms; narrow and deep; not ideal;
- appreciate the changes made by the applicant; a big improvement compared to the previous presentation; and
- consider introducing something at the street level to help identify the project as a daycare facility, e.g. signage, fencing, or other types of identifiers – *As noted above, signage will be incorporated through separate sign permit.*

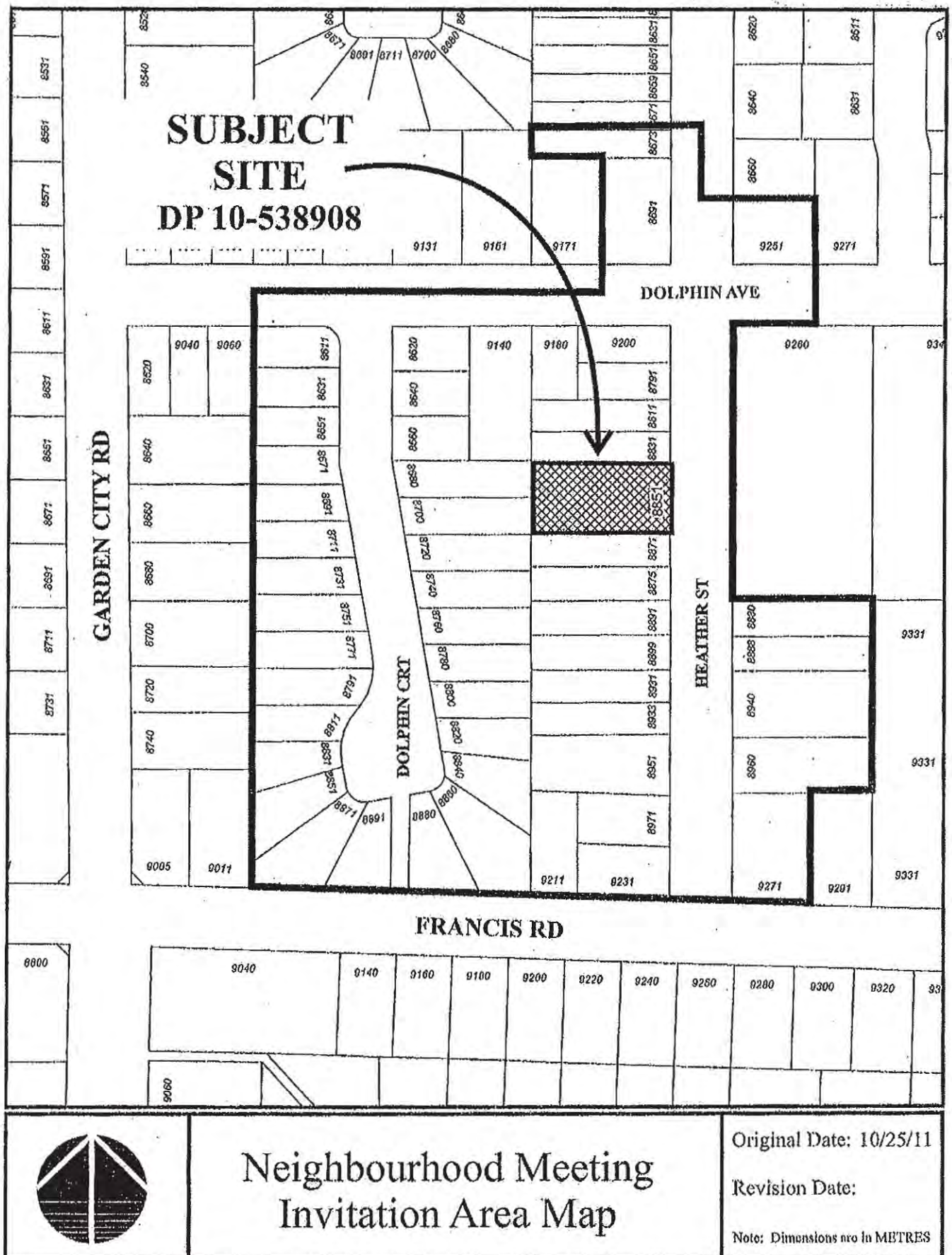
Panel Decision

It was moved and seconded

That DP 10-538908 move forward to the Development Permit Panel subject to the applicant taking into consideration the Panel's discussion points and making the following improvements to the project design:

1. design development to the columns under the decks to make them more robust and substantial – *Columns removed from front and south side elevations. Columns in rear yard are maintained, but not visible from streetscape;* and
2. design development to carry the unit paving across the driveway to define the entry – *Incorporated.*

CARRIED



December 4th, 2011

To: Cllr. McNulty and all members of the City Council

From: Raj S. Johal, CFE

www.acfe.com

8888 Heather Street, Richmond, BC V6Y2R8

Email: Mlcrowash@msn.com

Reference: Development Permit 10-538908 (REDMS NO. 3360997) – Child care (60 students) @ 8851 Heather Street, Richmond, BC

Dear Councilors- We the members of the Heather Street community oppose the size of the proposed Child Care facility. We believe the applicant has misrepresented their true intentions, when in fact that they are proposing an actual pre-school. The property is currently zoned Assembly and we realize that Assembly zoning allows for Child Care and Education as permitted uses. But, they are trying to put a large commercial building, next to a single family home, and reducing the side yard and frontage setbacks. The property currently has a single family house on it.

The property was a religious facility, where the congregation visited their facilities once a week. Under the proposed plan, the child care facility will be operating 5 days a week, where parents will be coming and going twice a day, an increase of 120 vehicle trips at a minimum, on a very narrow street, which barely allows two vehicles to maneuver currently. We ask you to visit Heather Street and see for yourselves.

Here are the issues:

Assembly zoning does not allow the reduction of the interior side yard to be reduced to 1.2 meters from 7.5 meters. Why- Section 13.3.6. Subsection 2- states: The minimum interior side yard is 1.2 m for single detached housing, and 7.5 m for all other buildings.

Analysis: Permit Commissioners have made an error, as this proposed facility is not a single detached housing, but a school, put in under the guise of a daycare, projected to be approximately 5000 square foot structure. They will be employing 3 teachers. This building would be adjacent to a single family home less than 3000 square feet, on the south side. Therefore, the minimum setback is 7.5 meters, not 1.2 meters. In addition, the frontage should be 6.0 meters at a minimum, not 1.5 meters from the public roadway. See attached photos.

Issue 2- If it were zoned a School zone- the interior side yard setback is a minimum of 3.0 meters, section 13.2.6., and subsection 2. In addition, Section 13.2.6., subsection 3 states- Education and university education buildings shall not be closer than 7.5 meters to a property in a residential zone.

Conclusion- We the citizens of Heather Street, look towards your leadership and vision. We want neighborhood livability to your priority and revisit density in neighborhoods. The City is allowing more housing to be built, without roadway improvements, sidewalks, or traffic calming. At least it sometimes

appears that way. Most of us are pro-business, but this is just really too large a structure for our neighborhood. If you disagree in whole or in part, we asked that the ditch be filled in across the street from the facility, in front of the park, its way too dangerous. Place conditions on the applicant- Operating hours, days of operation, no operation on weekends, except for office work, cleaning, etc., no vehicle queuing outside the facility on the public road, this is a very narrow road, place signs in front the facility, no parking or stopping at any time. No one is allowed to live in the facility, and that the applicant cannot exceed 60 students. In addition, all exterior lighting is shielded, so that there is no glare permitted on surrounding single family homes. The city will monitor these conditions through their By Law Department.

Sincerely,

A handwritten signature in black ink, appearing to read 'R. S. Johal', written over the word 'Sincerely,'.

Raj S. Johal, CFE

Attachments- City Codes, Photos, Petition

13.3 Assembly (ASY)

13.3.1 Purpose

The zone provides for religious assembly, education and other limited community uses.

13.3.2 Permitted Uses

- child care
- education
- private club
- religious assembly

13.3.3 Secondary Uses

- interment facility
- dormitory
- housing, single detached
- residential security/operator unit

13.3.4 Permitted Density

1. The maximum density is one single detached housing dwelling unit per lot.
2. The maximum floor area ratio is 0.50.

13.3.5 Permitted Lot Coverage

1. The maximum lot coverage is 35% for buildings.

13.3.6 Yards & Setbacks

1. The minimum front yard and exterior side yard is 6.0 m.
2. The minimum interior side yard is 1.2 m for single detached housing and 7.5 m for all other buildings.
3. The minimum rear yard is 6.0 m for single detached housing and 7.5 m for all other buildings.

13.3.7 Permitted Heights

1. The maximum height for buildings and accessory structures is 12.0 m.

13.3.8 Subdivision Provisions/Minimum Lot Size

1. There are no minimum lot width, lot depth or lot area requirements.

13.3.9 Landscaping & Screening

1. Landscaping and screening shall be provided according to the provisions of Section 6.0.
2. The location of landscape elements shall provide site lines from windows and doors to walkways and parking areas on the property.
3. Screening for loading, storage, refuse and recycling shall avoid creating areas on the site with no natural surveillance.

13.3.10 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.

13.3.11 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.

13.2 School & Institutional Use (SI)

13.2.1 Purpose

This zone provides for a range of educational, recreational, park and community oriented uses.

13.2.2 Permitted Uses

- child care
- education
- education, university
- emergency service
- entertainment, spectator
- exhibition & convention facilities
- government service
- library and exhibit
- park
- recreation, indoor
- recreation, outdoor
- stadium
- utility, major
- utility, minor

13.2.3 Secondary Uses

- religious assembly
- residential security/operator unit

13.2.4 Permitted Density

1. There is no maximum floor area ratio.

13.2.5 Permitted Lot Coverage

1. There is no maximum lot coverage.

13.2.6 Yards & Setbacks

1. The minimum front yard and exterior side yard is 6.0 m.
2. The minimum interior side yard and rear yard is 3.0 m.
3. Education and university education buildings shall not be closer than 7.5 m to a property in a residential zone.

13.2.7 Permitted Heights

1. The maximum height is 12.0 m within 10.0 m of a residential zone.
2. There is no other maximum height.

13.2.8 Subdivision Provisions/Minimum Lot Size

1. There are no minimum lot width, lot depth or lot area requirements.

13.2.9 Landscaping & Screening



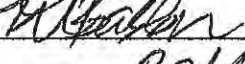

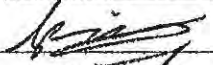






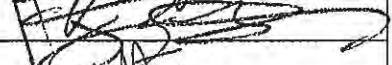



1. **Landscaping and screening** shall be provided according to the provisions in Section 6.0.
2. The location of landscape elements shall provide **site** lines from windows and doors to **walkways** and parking areas on the property.
3. **Screening** for loading, storage, refuse and recycling shall avoid creating areas on the **site** with no natural surveillance.

13.2.10 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.

13.2.11 Other Regulations

1. **Religious assembly** is limited to:
 - a) only one **religious assembly** on one property; and
 - b) 300 seats and a **gross floor area** of 700.0 m².
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.

Name	Address	Signature
Amar Johal	8880 Heather St.	
Selina Johal	8880 Heather St.	
Wibabun	5040 Blundell Rd	
Ray + Nina Johal	8888 Heather St	RS/PP/NJ Johal
Alice Chan	8871 Heather St	Chan
DAVE & LILY HAY	8691 HEATHER ST	Dave Hay & Lily Hay
Qi Jun Wang	9180 DOLPHIN	Qi Jun Wang
Kwok FAI PENG	8660 Dolphin Court	
Feng Qi	8660 Dolphin crt	Qi Feng
Barbara Thomas Bruzese	8700 Dolphin Crt	Barbara Thomas Bruzese
JIM BRUZESE	8700 DAPHN COURT	JIM BRUZESE
Godwin Chan	8740 Dolphin Court	
Celine Lee	8780 Dolphin Ct.	
LEI MIAO	8933 Heather St.	Miao Lei
CHINCHUAN CHEN	8931 HEATHER ST	
Nirvana Saito	9251 Francis Rd	
Takashi Saito	8940 Heather St	
WAI SHAN CHUNG	8971 Heather St	Shan
CHARLIE GIN	8951 Heather St.	
Tony Tu	8899 Heather St.	
Chen Cindy	8891 Heather St.	Chen
NEI-PENG MAO	9251 Dolphin Ave.	Alison
JUDY LAN	8820 Dolphin Crt.	Judy Lan
JACK POON	8720 Dolphin Crt	
Rytha Kwong	8751 Dolphin Crt	
DANIEL LO	8860 Dolphin Court	
JEFFERY WONG	8673 Heather St	



City of Richmond

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July 7, 2011

City of Richmond
Planning Department
DP 10-538908

We received the Notice of Application for a development permit (DP 10-538908) at 8851 Heather Street. After reviewing the notice, we the undersigned are opposed to this Development Permit for the following reasons:

- **Increased traffic through this portion of Heather Street.** Currently traffic races through the park zone and combined with morning/after school traffic from Debeck Elementary there are already safety concerns. The potential of an additional 120 car trips daily will significantly add to the congestion and safety concerns for children, pets and the residents of Heather Street.
- **Traffic flow.** With the additional 120 car trips per day, what is the proposed traffic flow? Will the cars be forced to back into Heather Street to exit the child care facility? Will there be a drop off lane? Will traffic along Heather Street be blocked? These all pose safety concerns for the residents of Heather Street.
- **Ditches.** Currently Dolphin Park has a deep ditch along Heather Street. This results in a limited ability to have two- way traffic along that stretch. The increased traffic significantly increases the chance of a car or child falling into the ditch. What plans does the Developer, City or Parks Board have to mitigate this serious safety concern?
- **Lighting & sidewalks.** Currently the west side of Heather Street has sidewalks for less than ½ of the block, with no sidewalks on the east side of Heather. Given that there will be potential line-ups during drop off/pick up times; there is a risk that cars will park at a distance forcing children to walk onto the road. During the winter months, the issue is further exasperated due to the limited street lighting.
- **Business vs. Residential.** Our neighbourhood is a quiet single family residential neighbourhood. Adding a business in the middle of the neighbourhood would severely impact the make up and "feel" of our neighbourhood.

Given the above reason, we believe that this proposal seriously impacts the safety, well being and cohesiveness of our neighbourhood. Therefore we the residents of Heather Street are adamantly opposed to this development.



City of Richmond

6911 No. 3 Road
Richmond, BC V6Y 2C1
Phone 604-276-4007 Fax 604-278-5139

Notice of Application For a Development Permit DP 10-538908

Applicant: Doug Massie Architect of Chercover Massie & Associates Ltd.

Property Location: 8851 Heather Street

Intent of Permit:

1. To permit the construction of a two-storey building for a licensed child care facility for approximately 60 children at 8851 Heather Street on a site zoned Assembly (ASY); and
2. To vary the provisions of Zoning Bylaw 8500 to:
 - a) Reduce minimum interior side yard from 7.5 m to 1.2 m
 - b) Reduce the minimum public road parking setback from 3 m to 1.5 m
 - c) Permit 54% small car parking spaces on a site with less than 31 parking spaces (8 small car parking spaces of total 15 spaces).

The Richmond Development Permit Panel will meet to consider oral and written submissions on the proposed development noted above, on:

Date: July 13, 2011
Time: 3:30 p.m.
Place: Council Chambers, Richmond City Hall

If you are unable to attend the Development Permit Panel meeting, you may mail or otherwise deliver to the **Director, City Clerk's Office**, at the above address, a written submission, which will be entered into the meeting record if it is received **prior to or at the meeting on the above date**.

How to obtain information:

- **By Phone:** To review supporting staff reports, please contact the Planning & Development Department at (604-276-4395)
- **On the City Website:** Staff reports on the matter(s) identified above are available on the City website at <http://www.richmond.ca/cityhall/council/agendas/dpp/2009.htm>
- **At City Hall:** Staff reports are available for inspection at the first floor, City hall, between 8:15 a.m. and 5:00 p.m., Monday through Friday, except statutory holidays, between June 30, 2011 and the date of the Development Permit Panel Meeting.

David Weber
Director, City Clerk's Office

DW: rms



City of Richmond

Notice of Application For a Development Permit DP 10-538908

6911 No. 3 Road, Richmond, BC V6Y 2C1
Phone 604-276-4007 Fax 604-278-5139

Applicant: Doug Massie, Architect of Chercover Massie & Associates Ltd.

Property Location: 8851 Heather Street

Intent of Permit:

To permit the construction of a two-storey building for a licensed child care facility for approximately 60 children on a site zoned Assembly (ASY); and

To vary the provisions of Zoning Bylaw 8500 to:

- a) Reduce minimum interior side yard from 7.5 m to 1.2 m;
- b) Reduce the minimum public road parking setback from 3 m to 1.5 m;
- c) Permit 54% small car parking spaces on a site with less than 31 parking spaces (8 small car parking spaces of total 15 spaces).

The Richmond Development Permit Panel will meet to consider oral and written submissions on the proposed development noted above, on:

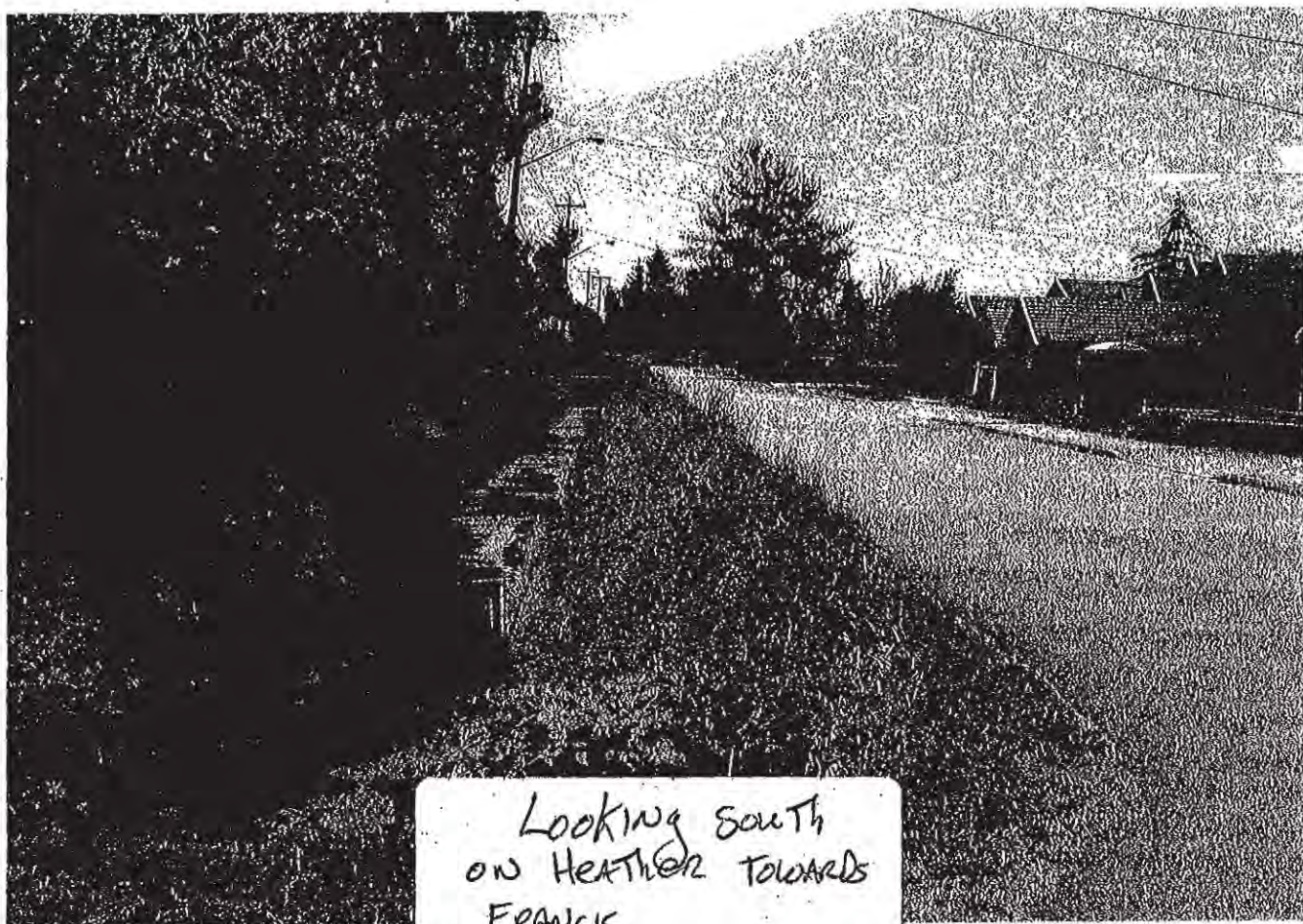
Date: November 30, 2011
Time: 3:30 p.m.
Place: Council Chambers, Richmond City Hall

If you are unable to attend the Development Permit Panel meeting, you may mail or otherwise deliver to the **Director, City Clerk's Office**, at the above address, a written submission, which will be entered into the meeting record if it is received **prior to or at the meeting on the above date**.

How to obtain information:

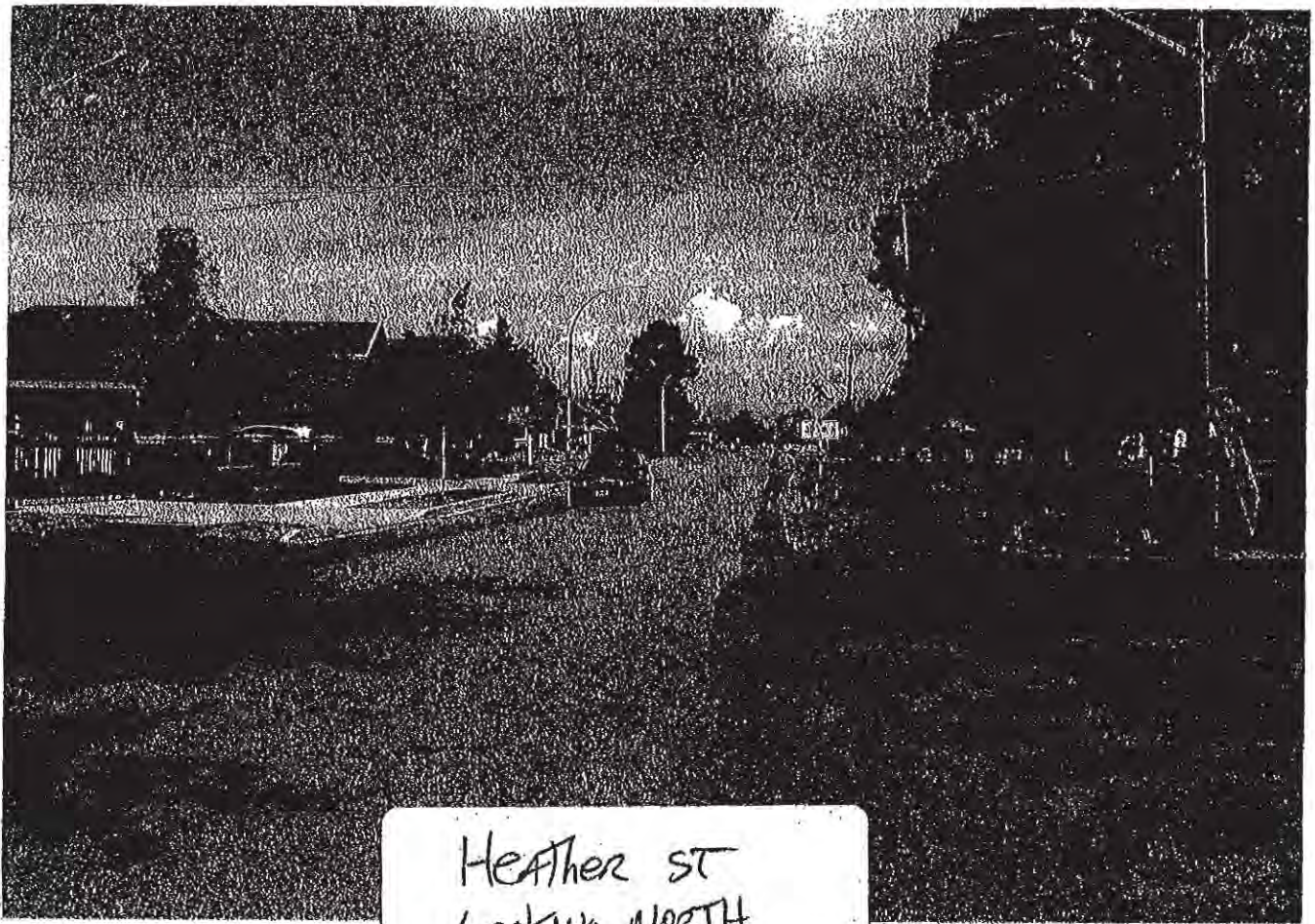
- **By Phone:** To review supporting staff reports, please contact **Sara Badyal, Planning & Development Department** at (604-276-4282)
- **On the City Website:** Staff reports on the matter(s) identified above are available on the City website at <http://www.richmond.ca/cityhall/council/agendas/dpp/2011.htm>
- **At City Hall:** Staff reports are available for inspection at the first floor, City hall, between 8:15 a.m. and 5:00 p.m., Monday through Friday, except statutory holidays, between November 18, 2011 and the date of the Development Permit Panel Meeting.

David Weber
Director, City Clerk's Office

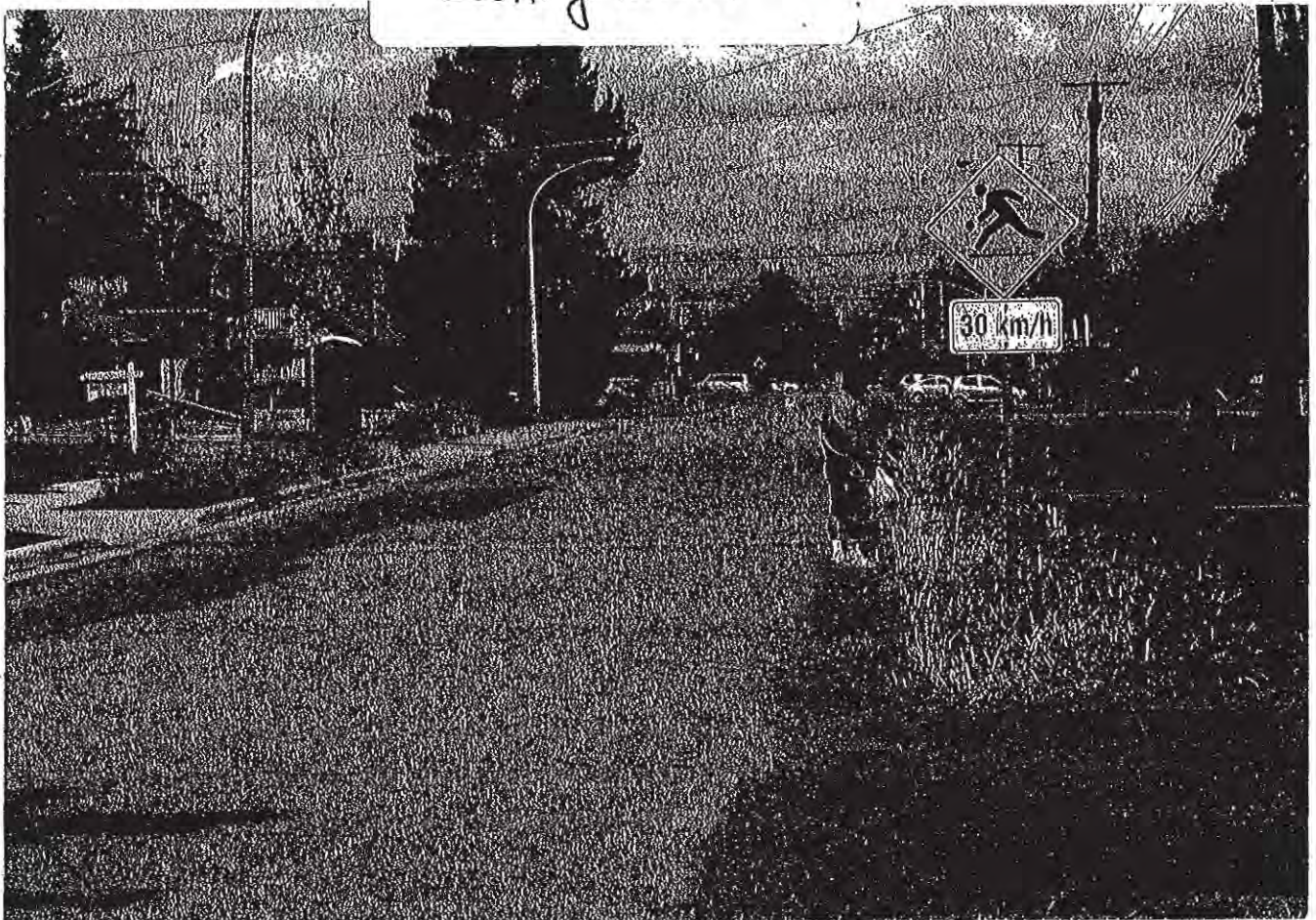


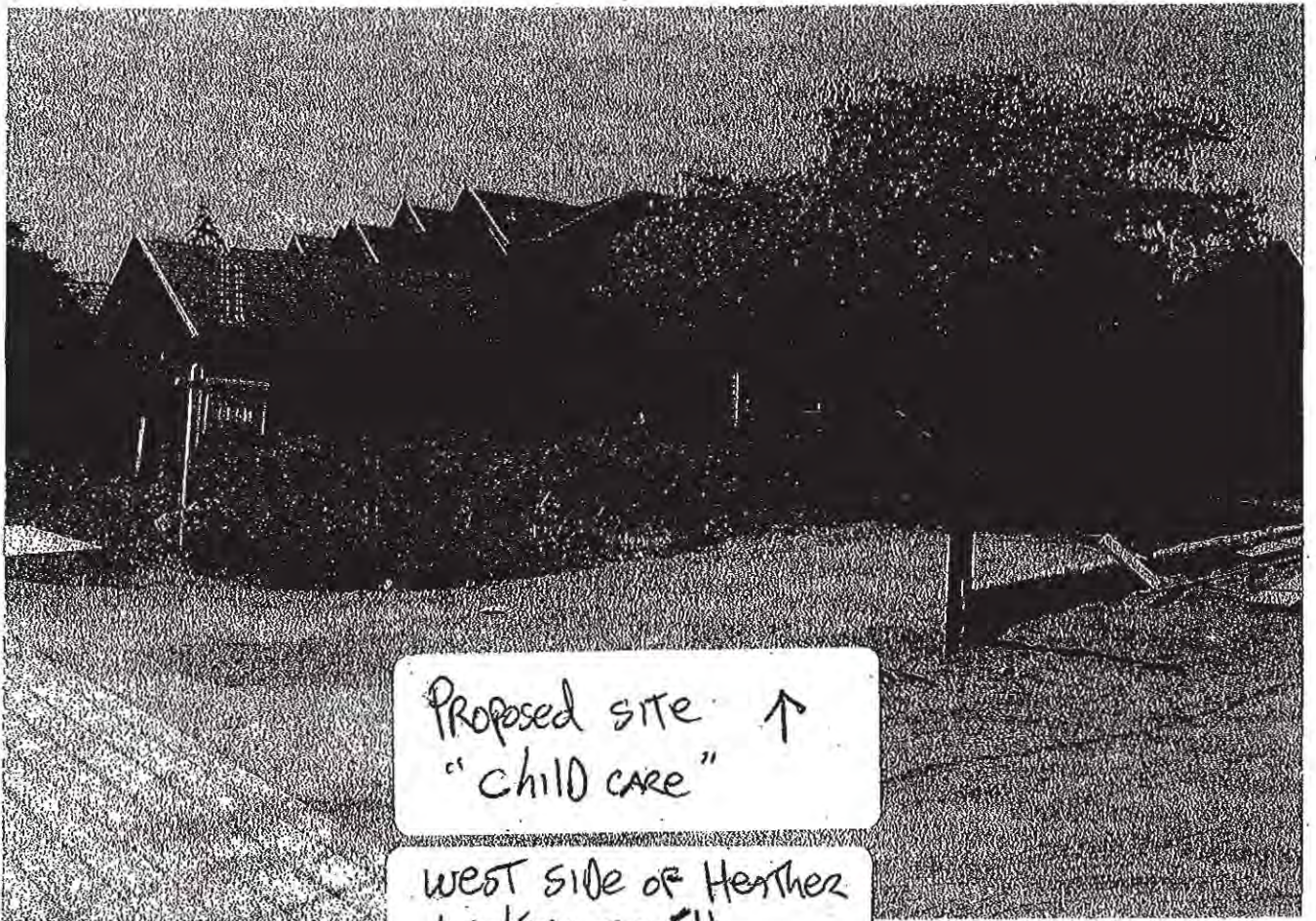
Looking south
on Heather towards
Francis





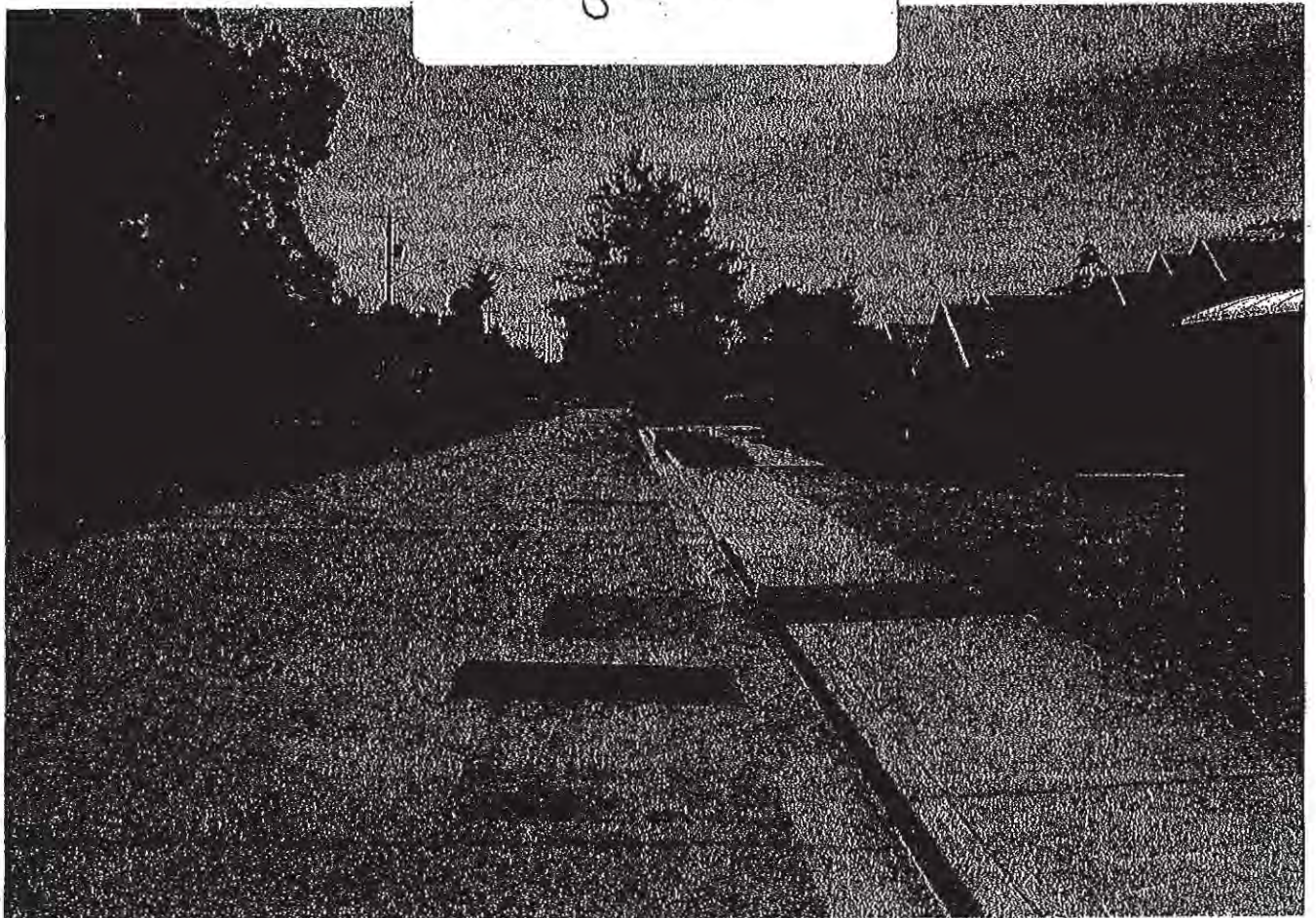
Heather St
Looking North





Proposed site ↑
"child care"

West side of Heather
Looking south





City of Richmond

Development Permit

No. DP 10-538908

To the Holder: DOUG MASSIE

Property Address: 8851 HEATHER STREET

Address: C/O MASSIE CHERCOVER & ASSOCIATES LTD.
603 - 1200 WEST 73 AVENUE
VANCOUVER, BC V6P 6G5

1. This Development Permit is issued subject to compliance with all of the Bylaws of the City applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Development Permit applies to and only to those lands shown cross-hatched on the attached Schedule "A" and any and all buildings, structures and other development thereon.
3. The "Richmond Zoning Bylaw 8500" is hereby varied to:
 - a) Reduce the minimum interior side yard setback from 7.5 m to 1.2 m;
 - b) Reduce the minimum public road parking setback from 3 m to 1.5 m; and
 - c) Permit 54% small car parking spaces on a site with less than 31 parking spaces (8 small car parking spaces of total 15 spaces).
4. Subject to Section 692 of the Local Government Act, R.S.B.C.: buildings and structures; off-street parking and loading facilities; roads and parking areas; and landscaping and screening shall be constructed generally in accordance with Plans #1 to #8 attached hereto.
5. Sanitary sewers, water, drainage, highways, street lighting, underground wiring, and sidewalks, shall be provided as required.
6. As a condition of the issuance of this Permit, the City is holding the security in the amount of \$42,822. to ensure that development is carried out in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Holder if the security is returned. The condition of the posting of the security is that should the Holder fail to carry out the development hereby authorized, according to the terms and conditions of this Permit within the time provided, the City may use the security to carry out the work by its servants, agents or contractors, and any surplus shall be paid over to the Holder. Should the Holder carry out the development permitted by this permit within the time set out herein, the security shall be returned to the Holder. The City may retain the security for up to one year after inspection of the completed landscaping in order to ensure that plant material has survived.
7. If the Holder does not commence the construction permitted by this Permit within 24 months of the date of this Permit, this Permit shall lapse and the security shall be returned in full.

Development Permit

No. DP 10-538908

To the Holder: DOUG MASSIE
Property Address: 8851 HEATHER STREET
Address: C/O MASSIE CHERCOVER & ASSOCIATES LTD.
603 - 1200 WEST 73 AVENUE
VANCOUVER, BC V6P 6G5

8. The land described herein shall be developed generally in accordance with the terms and conditions and provisions of this Permit and any plans and specifications attached to this Permit which shall form a part hereof.

This Permit is not a Building Permit.

AUTHORIZING RESOLUTION NO.
DAY OF

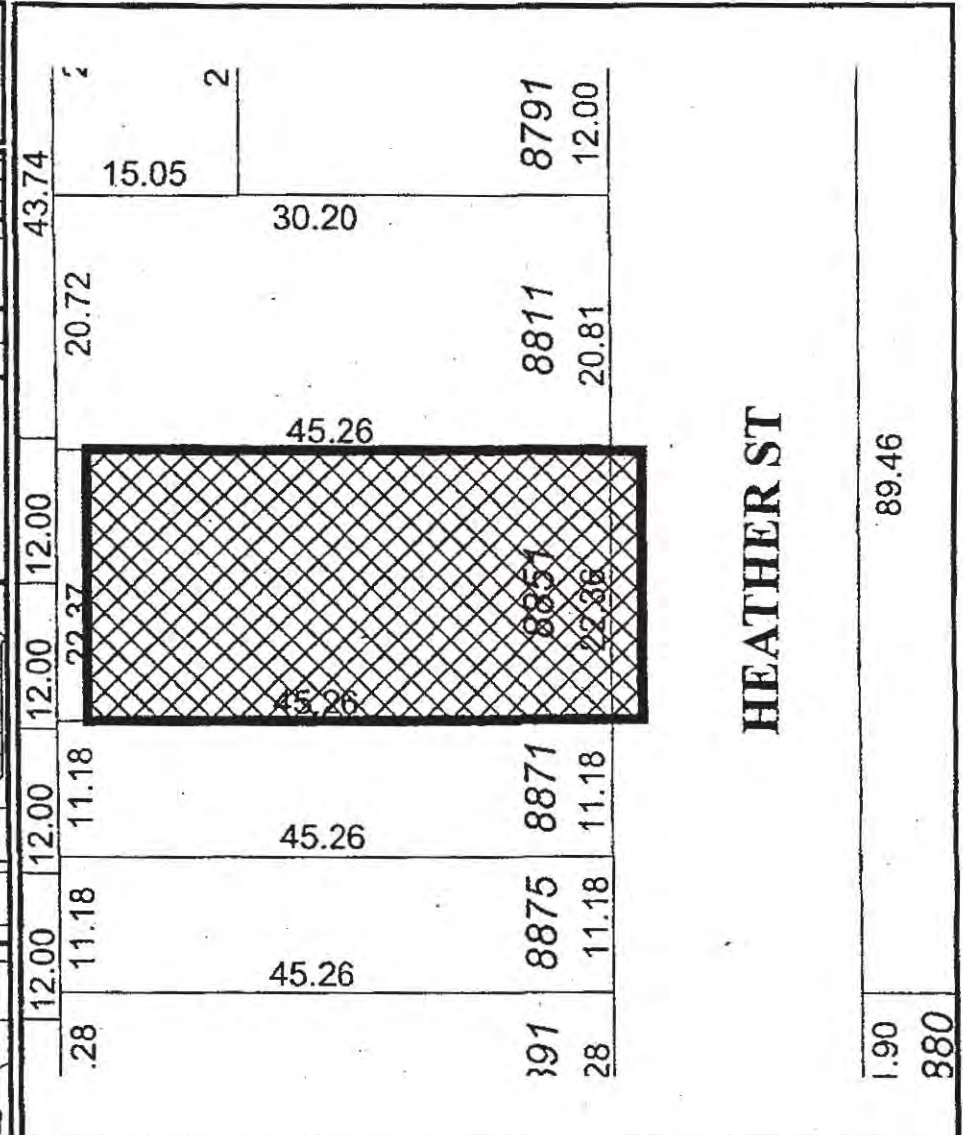
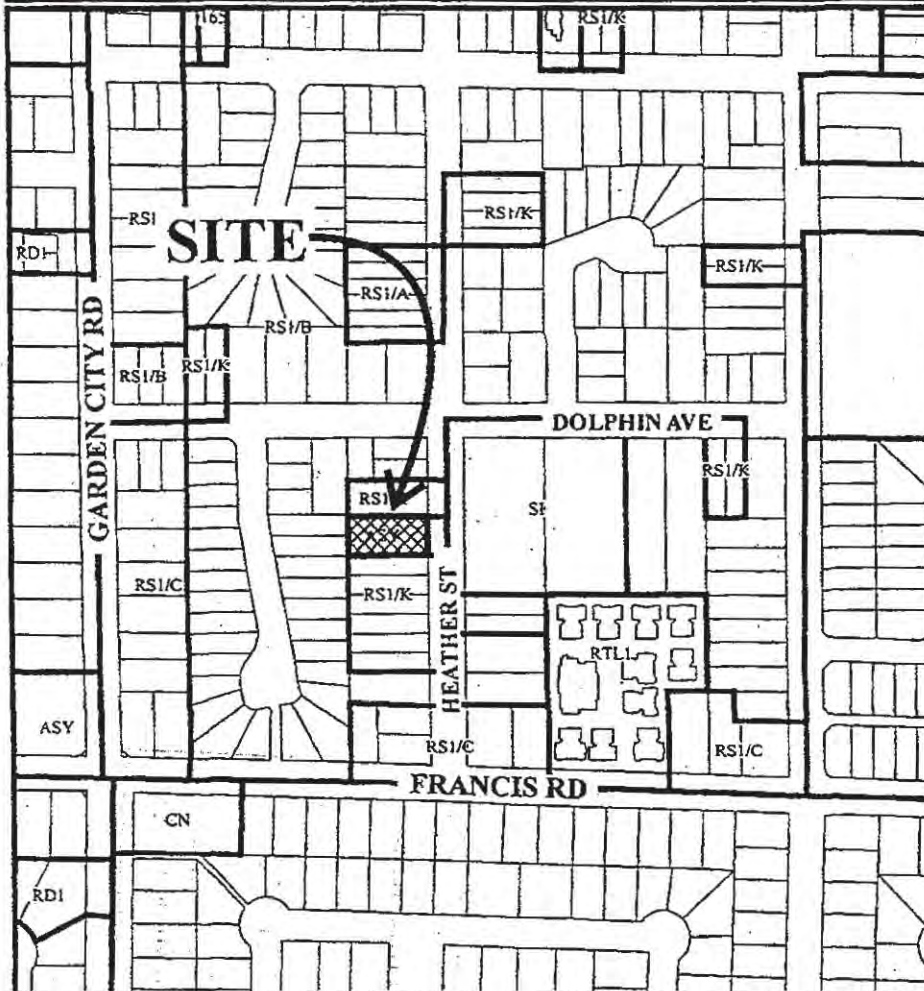
ISSUED BY THE COUNCIL THE

DELIVERED THIS DAY OF

MAYOR



City of Richmond

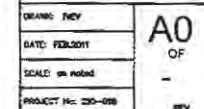
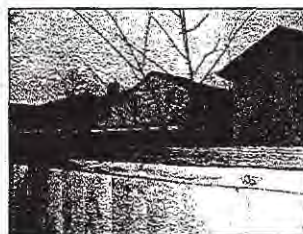


DP 10-538908
SCHEDULE "A"

Original Date: 07/27/10

Revision Date:

Note: Dimensions are in METRES



Plan 1 Oct 7 2011
DP 10-538908

Plan 2 Dec 12 2011
DP 10-538908



15 SPACES
* INCLUDING 8
SPACES BY

1. NAME : JOHN J. MURPHY
 2. DATE : 10/10/78
 3. TIME : 10:00 AM
 4. LOCATION : NEW YORK, NEW YORK
 5. REASON : TO VISIT MOTHER
 6. STATUS : REGULAR
 7. REMARKS : NO OTHER INFORMATION
 8. INITIALS : MM
 9. SIGNATURE : JOHN J. MURPHY
 10. DATE : 10/10/78
 11. TIME : 10:00 AM
 12. LOCATION : NEW YORK, NEW YORK
 13. REASON : TO VISIT MOTHER
 14. STATUS : REGULAR
 15. REMARKS : NO OTHER INFORMATION
 16. INITIALS : MM
 17. SIGNATURE : JOHN J. MURPHY
 18. DATE : 10/10/78
 19. TIME : 10:00 AM
 20. LOCATION : NEW YORK, NEW YORK
 21. REASON : TO VISIT MOTHER
 22. STATUS : REGULAR
 23. REMARKS : NO OTHER INFORMATION
 24. INITIALS : MM
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 144. INITIALS : MM
 145. SIGNATURE : JOHN J. MURPHY
 146. DATE : 10/10/78
 147. TIME : 10:00 AM
 148. LOCATION : NEW YORK, NEW YORK<

[illegible]

PROPOSED DAYCARE - City of Richmond

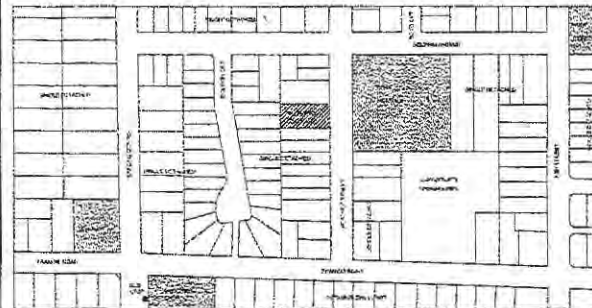
Project: Al Anderson Memorial Pool
Landscape Architect: van der Zalm + associates Inc.
Architect: Chocover Mastic & Associates Ltd.

Sheet Number	Sheet Title
Plan #3	COVER PAGE & REFERENCE PLAN
Plan #3a	TREE RETENTION PLAN
Plan #3b	GRADING PLAN
Plan #3c	PLANTING PLAN
Plan #3d	SECTIONS AND DETAILS

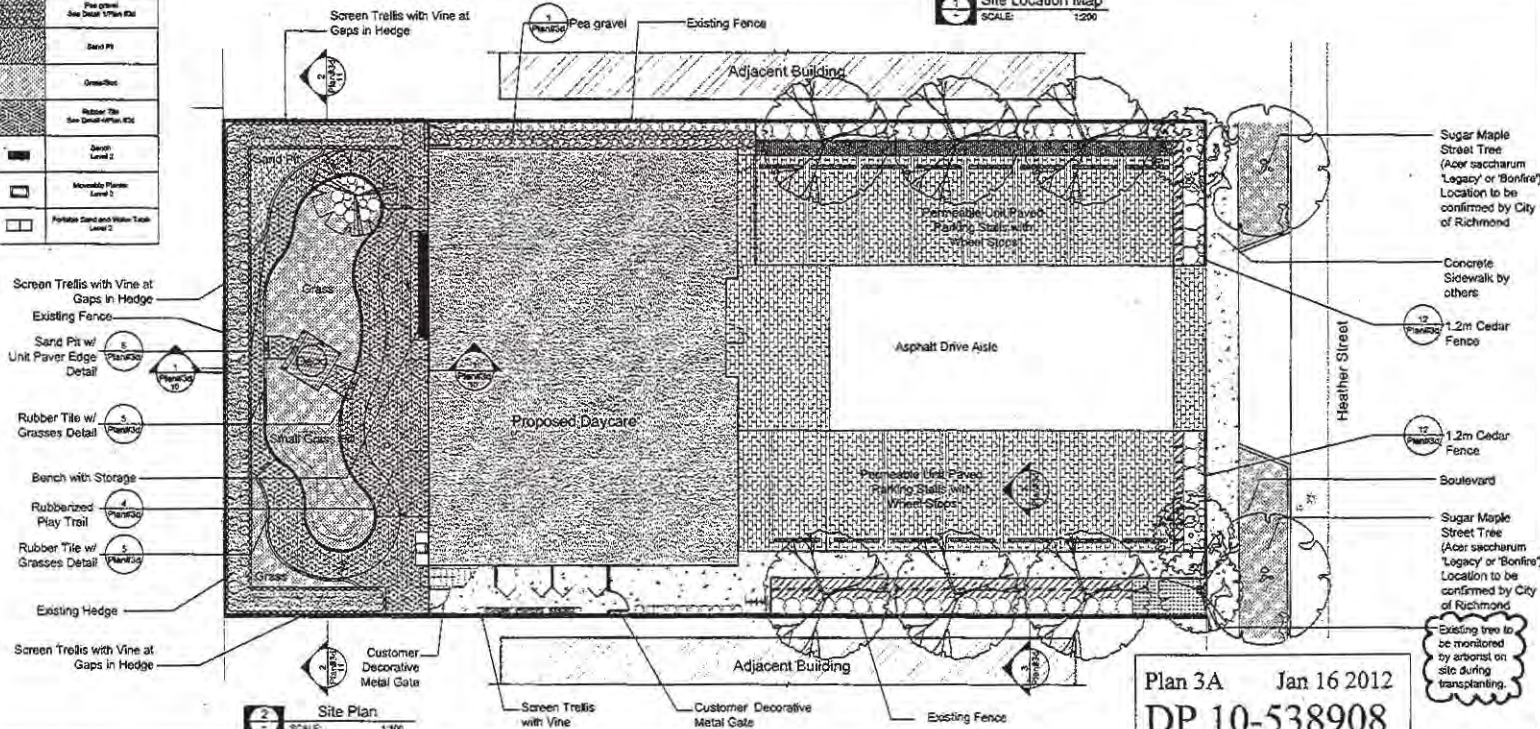
DETAIL MATCH LEGEND - HARDSCAPE	
	Concrete Walkway See Detail 3/Plan #3d
	Wood Deck Level 2
	Unit Pavers See Detail 3/Plan #3d
	Fine Gravel See Detail 3/Plan #3d
	Sand Pit
	Grass
	Rubber Tile See Detail 4/Plan #3d
	Screen Trellis Level 2
	Movable Planter Level 2
	Porcelain Deck and Water Tank Level 2

General Notes

- Contractor shall verify underground utility lines and is responsible for any damage.
- The contractor shall avoid all existing utilities underground and overhead where applicable. Where underground utilities exist, field adjustments must be approved by the landscape architect prior to installation.
- Contractor shall verify all existing conditions in the field prior to construction and shall notify landscape architect of any variance.
- Material quantities shown are for contractors convenience only. The Contractor must verify all material and supply sufficient materials to complete the job per plan.
- Work shall conform to BCLNA Standards.
- The landscape architect reserves the right to inspect trees and shrubs either at place of growth or at site before planting, for compliance with requirements of variety, size and quality.
- The landscape architect reserves the right to reject landscape material on site whether stock piled or installed in place.
- All plants shall be planted per the landscape plan and specifications. Plantings not found to be in compliance shall be replanted correctly at no additional expense to the owner.
- Fine grade, fertilize and soiltest all disturbed areas within the construction limits as shown. All areas shall drain completely and shall not pond nor puddle.
- Where planting beds meet turf areas, the contractor shall provide a cultivated edge. Mulch all shrub beds to the line shown.
- For trees planted in turf areas, provide a 3'-0" dia. mulch ring (remove existing turf) at 2" thick with a cultivated edge.
- An approved pre-emergent herbicide shall be applied in all planting beds at a rate specified by manufacturer for each plant variety.
- Contractor shall secure and pay for all permits, fees, and inspections necessary for the proper execution of this work and comply with all codes applicable to this work as outlined in bid document.



Site Location Map
SCALE: 1:200



Plan 3A Jan 16 2012
DP 10-538908



van der Zalm + associates Inc.
Landscape Architects • Urban Design • Plant Conservation
Suite 1400, 107 Street
Burnaby, British Columbia
V5H 3B8
P: 604.435.1200
F: 604.435.1201
info@vanzalms.com

NOTES

1. Landscape architect reserves the right to inspect trees and shrubs either at place of growth or at site before planting, for compliance with requirements of variety, size and quality.

No.	Description	Date
1	For CP Submission	Jan. 16, 2012
2	For CP Submission	Dec. 6, 2011
3	For CP Submission	Aug. 25, 2011
4	For CP Submission	Aug. 25, 2011
5	For CP Submission	Jun. 16, 2011
6	For CP Submission	May 9, 2011
7	For CP Submission	Feb. 28, 11
8	Issued for CP	Jan. 16, 12
9	Issued for CP	Jan. 16, 12

CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF RICHMOND AND THE PROVINCE OF BRITISH COLUMBIA. ALL UTILITIES AND STRUCTURES SHALL BE MONITORED AT THE COMPLETION OF THE WORK.

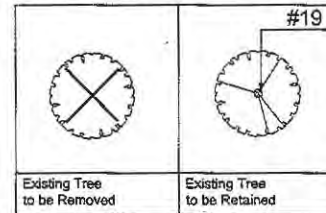
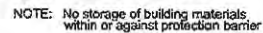
PROJECT:
PROPOSED DAYCARE
DP 10-538908
LOCATION:
8851 Heather Street
Richmond, BC

DESIGNER	RS
CHECKED	MVZ
APPROVED	MVZ
SCALE	1:100
DATE	Jan. 16, 2012

COVER PAGE & REFERENCE PLAN

PROJECT NO.
DP2011-03

DRAWING NO.
PLAN #3



1 Tree Protection Fence
SCALE: NTS

Site Plan 28300

Building Outline: HOUSE 8651 MAIN FLOOR #1, 23. The plan shows a rectangular building with a deck and a retaining wall. Dimensions include 35.9' x 55.0' and 22.35' x 4.

Existing Trees:

- Existing tree at adjacent property (Already removed)
- Existing tree at adjacent property (Already removed)
- Existing tree at adjacent property (Already removed)

Proposed Plantings:

- #1 Fruit: 25cm Cal Deciduous tree
- #2 Cherry: 50cm Cal Deciduous tree
- #3 Japanese Maple: 4 stems branching 15cm

Other Features:

- Side Walk
- Gutter
- Edge of asphalt
- Retaining wall
- Deck
- Tree protection fence see insert detail

Dimensions and Notes:

- 35.9' x 55.0' (Main Building Footprint)
- 22.35' x 4' (Side Walk)
- 1.00' (Deck)
- 1.00' (Retaining Wall)
- 1.00' (Edge of Asphalt)
- 1.00' (Gutter)
- 1.00' (Side Walk)
- 1.00' (Tree Protection Fence)

NOTE: Existing tree to be monitored by arborist on site during transplanting.

2 Tree Retention Plan
SCALE: 1:100


van der Zalm + associates inc.
| architecte d'intérieur • Urban Design • Project Management

Suite 1,805B 197 Street
Burnaby, British Columbia
V5N 2M5

☎ 604.862.2024
☎ 604.882.5643
info@vanzalm.ca

TREE RETENTION PLAN

7	For DP Re-Submission	Dec. 6, 2011
8	For DP Re-Submission	Jan. 30, 2012
9	For DP Re-Submission	June 22, 2011
10	For DP Re-Submission	June 16, 2011
11	For DP Re-Submission	May 6, 2011
12	For DP Submission	Feb. 2009, 11
13	Issued by DP	Jan. 10, 10
Rev.	Description	Class

CONTRACTOR SHALL CHECK ALL DIMENSIONS ON THE WORK AND REPORT ANY DISCREPANCY TO THE OWNER, LATE RESPONSE PROCEEDING TO THE CLAIMS AND SPECIFICATIONS, AND THE EXCLUSIVE PROPERTY OF THE OWNER AND MUST BE INFLUENCED AT THE COMPLETION OF THE WORK.

PROJECT:
PROPOSED DAYCARE
DP 10-538908

LOCATION:
8851 Heather Street

Plan 3B Dec 12 2011
DP 10-538908

APPROVED MVDZ	QAO FILE RACIN DECEMBER 10, 2010
SCALE 1:100	DATE Jan. 10, 2010

ORAYAKA TIME

PROJECT NO.
DP2011-03

PLAN #3A

Plan 3C Dec 12 2011
DP 10-538908

Heather Street

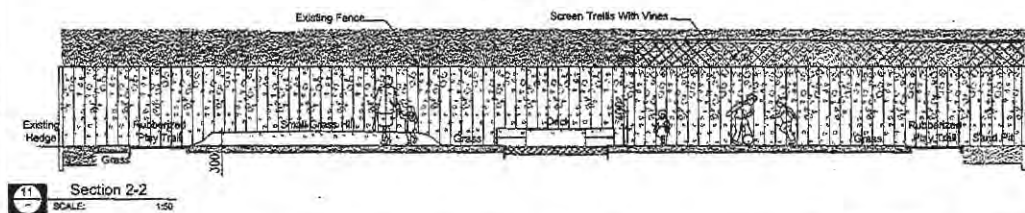
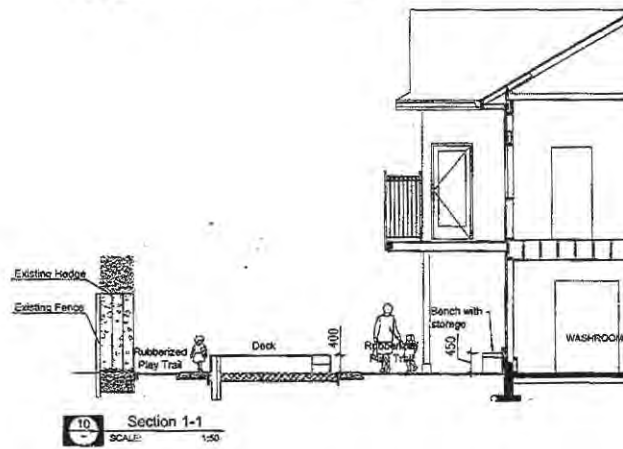
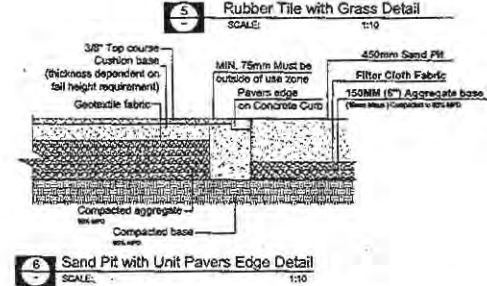
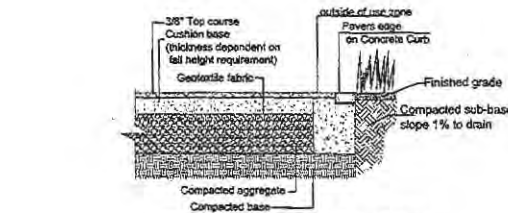
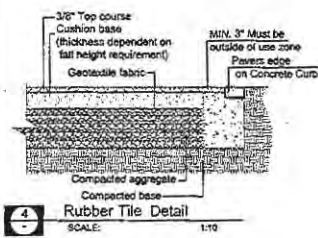
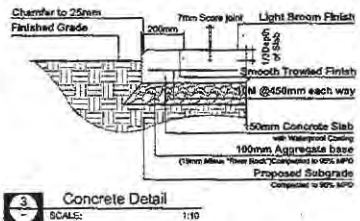
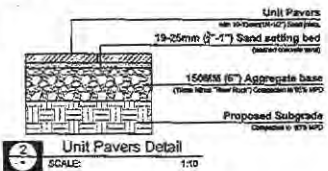
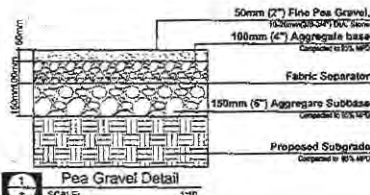
Adjacent Building

Proposed Daycare

Adjacent Building

26

25



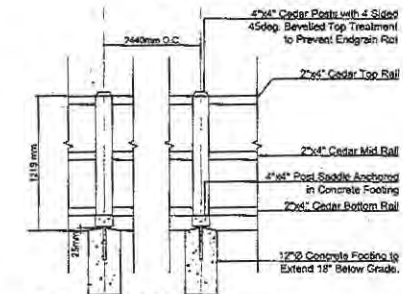
7 Sand and Water Table Image
SCALE: NTS
Note: or approve equal



8 Moveable Planter Image
SCALE: NTS
Note: or approve equal



9 Wood Bench Image
SCALE: NTS
Note: or approve equal



Note:
1. Ensure all fasteners exposed to weather are hot-dipped galvanized to prevent staining.



Plan 3E Dec 12 2011
DP 10-538908

van der Zalm + associates Inc.
Landscape Architects
Suite 1000 102 Street
Burnaby, British Columbia
V5H 2A8
P 604.432.1001
F 604.432.1002
info@vzai.com

NOTES

1. General notes: Materials and methods of construction shall be as specified in the drawings and approved by the City of Richmond.
2. For DP Re-submission: Dec. 6, 2011
3. For DP Re-submission: Jan. 31, 2011
4. For DP Re-submission: June 23, 2011
5. For DP Re-submission: June 23, 2011
6. For DP Re-submission: May 3, 2011
7. For DP Re-submission: Feb. 28, 11
8. Issued for DP: Jan. 10, 10
9. Description: Date:

REVISIONS/CHANGES

CONTRACTOR SHALL CHECK ALL DIMENSIONS ON THE DRAWING AND REPORT ANY DISCREPANCY TO THE CONSULTANT IMMEDIATELY. THE CONSULTANT SHALL BE RESPONSIBLE FOR THE ACCURACY OF THE DIMENSIONS AND THE CONSULTANT SHALL BE RESPONSIBLE FOR THE COMPLETION OF THE WORK.

PROJECT:
PROPOSED DAYCARE
DP 10-538908

LOCATION:
8851 Heather Street
Richmond, BC

DRAWN	RS
DESIGNED	MVDZ
APPROVED	MVDZ
SCALE	AS NOTED
CHECKED	DATE
DATE	DATE

SECTIONS AND DETAILS

DRAWING TITLE



PROJECT NO.
DP2011-03

PLAN #3D

THE DESIGN & DRAWING IS AND AT ALL TIMES REMAIN THE EXCLUSIVE PROPERTY OF SHEPHERD MASON & ASSOCIATES, LTD. AND SHOULD BE USED WITHOUT THE CONSENT OF SHEPHERD MASON & ASSOCIATES, LTD.

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12		100%	100%
11			
10			

CONSULTANT



CHEROOVER MASSIE & ASSOCIATES LTD.
ARCHITECTURE & ENGINEERING

DAYCARE

8851 HEATHER STREET,
RICHMOND BC

— JULIA SWANN

BUILDING ELEVATIONS

A5
OF

NAME NGV

11/05/2011

1950

1

SECRET

1

Plan 5 Oct 7 2011
DP 10-538908

1.5 M HEIGHT
GUARD RAIL

- QUESTIONS**

- [illegible]

1 WEST ELEVATION (REAR)

2 NORTH ELEVATION

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CHERCOVER MASSIE & ASSOCIATES
ARCHITECTURE & ENGINEERING
402-1236 West 72nd Ave., Vancouver, B.C. Canada V6P
4K 4Z9-261-1440 Fax: 402-364-1400 (Outside Vancouver)

—

DAYCARE

8851 HEATHER STREET,
RICHMOND, BC

STATUS: WTS

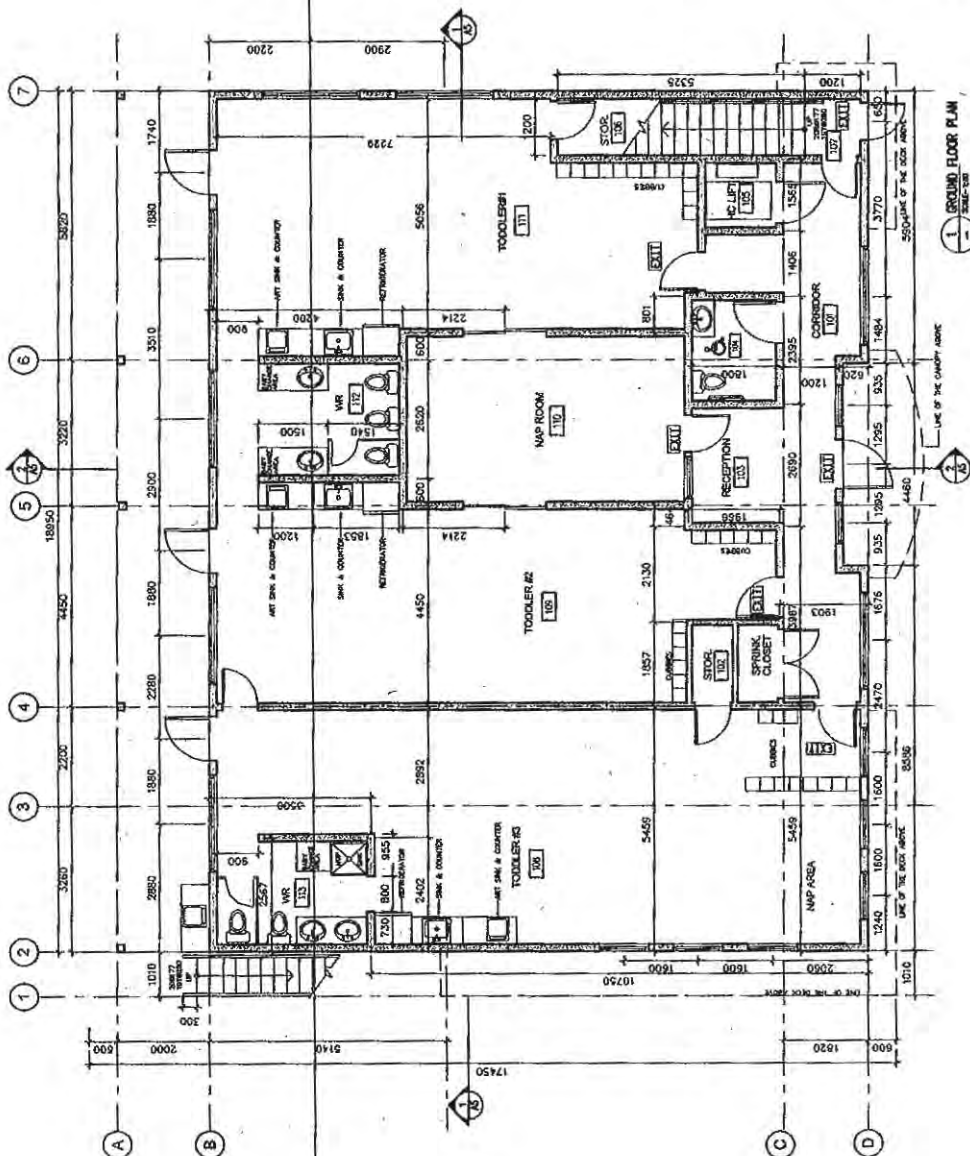
GROUND FLOOR PLAN

A2
CE

1100-2017

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SUBJECT NAME: 2790-0118

Plan 7 Jun 20 2011
DP 10-538908

ELECTRICAL LEGEND

THIS DESIGN IS OWNED BY AND IS THE EXCLUSIVE PROPERTY OF
MAGNETIC MARKING & ASSOCIATES LTD. AND
MAGNETIC MARKING & ASSOCIATES LTD. AND
MAGNETIC MARKING & ASSOCIATES LTD. AND
MAGNETIC MARKING & ASSOCIATES LTD.

[illegible][illegible]CONSULTANT

HERSCOVY MASSIE & ASSOCIATES LTD.
ARCHITECTURE & ENGINEERING
800 - 1233 94th Ave. Vancouver, B.C. Canada V6P 1G6
(604) 261-1400 Fax: (604) 261-1400 Email: info@hmv.com

PROJECT: DAYCARE
8851 HEATHER STREET,
RICHMOND, BC

DRAWING TITLE:
SECOND FLOOR PLAN

<div style="display: flex; justify-content: space-between;"> <div> <p>DATE: FEB 2011</p> <p>TOTAL: 1:50</p> <p>PROJECT NAME: 213-018</p> </div> <div style="text-align: right;"> <p>A3 OF 1</p> </div> </div>

Plan 8 Oct 7 2011
DP 10-538908

