



**City Council
Electronic Meeting**

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

**Monday, January 26, 2026
7:00 p.m.**

Pg. # ITEM

MINUTES

1. *Motion to:*

CNCL-9 (1) *adopt the minutes of the Regular Council meeting held on January 12, 2026;*

CNCL-14 (2) *adopt the minutes of the Special Council meeting held on January 19, 2026; and*

 (3) *adopt the minutes of the Regular Council meeting for Public Hearings held on January 19, 2026 (distributed separately).*



AGENDA ADDITIONS & DELETIONS

PRESENTATION

Nancy Small, Tourism Richmond, to present the Excellence Award for Innovation given to the City of Richmond for the Heritage Boat Restoration Program at Britannia Shipyards.

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.

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
- Community Safety Committee Motion
- Award Of Contract – 8490P Supply And Delivery of Computer Equipment and Related Services

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- Application by Vancouver Coastal Health Authority for a Temporary Commercial Use Permit at 5768 Minoru Boulevard
- Richmond Youth Advisory Committee 2025 Annual Report and 2026 Work Program
- Richmond Social Development Advisory Committee 2025 Annual Report and 2026 Work Program
- Land use applications for first, second and third reading:
 - 8560 Heather Street – Rezone from Small-Scale Multi-Unit Housing (RSM/M)" Zone to "Small-Scale Multi-Unit Housing (RSM/S)" Zone (Haven Craft Homes Ltd. – applicant)
 - 12871, 12873, 12875 Railway Avenue – Rezone from Low Density Townhouses (RTL1)" Zone to "Medium Density Low Rise Apartments (RAM1)" Zone (City of Richmond – applicant)

5. *Motion to adopt Items No. 6 through No. 13 by general consent.*

6. **COMMITTEE MINUTES**

That the minutes of:

- (1) *the Community Safety Committee meeting held on January 13, 2026; (distributed separately)*
- (2) *the General Purposes Committee meeting held on January 19, 2026; and (distributed separately)*
- (3) *the Planning Committee meeting held on January 20, 2026; be received for information.*

CNCL-16

7. **COMMUNITY SAFETY COMMITTEE MOTION**

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

COMMUNITY SAFETY COMMITTEE RECOMMENDATION

That a letter be sent to the Provincial Health Officer and Vancouver Coastal Health requesting information, on a monthly basis, on the overdoses and deaths from overdoses in Richmond.

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Consent
Agenda
Item

8. **AWARD OF CONTRACT – 8490P SUPPLY AND DELIVERY OF COMPUTER EQUIPMENT AND RELATED SERVICES**
(File Ref. No. 04-1300-01) (REDMS No. 8254315)

CNCL-21

See Page CNCL-21 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That Contract 8490P – Supply and Delivery of Computer Equipment and Related Services be awarded to 341234 BC Ltd. (Microserve), for an initial five-year term at an estimated contract value of \$2,572,107 exclusive of taxes, as described in the report titled “Award of Contract – Supply and Delivery of Computer Equipment and Related Services”, dated December 19, 2025, from the Director, Information Technology;*
- (2) *That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to extend the initial five-year contract, up to the maximum total term of seven years, for the maximum total amount of \$3,748,680, as described in the report titled “Award of Contract – Supply and Delivery of Computer Equipment and Related Services” dated December 19, 2025, from the Director, Information Technology; and*
- (3) *That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to execute Contract 8490P Supply and Delivery of Computer Equipment and Related Services and all related documentation with 341234 BC Ltd. (Microserve).*



Consent
Agenda
Item

9. **APPLICATION BY VANCOUVER COASTAL HEALTH AUTHORITY FOR A TEMPORARY COMMERCIAL USE PERMIT AT 5768 MINORU BOULEVARD**
(File Ref. No. TU 25-029652) (REDMS No. 8257148)

CNCL-26

See Page CNCL-26 for full report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That the application by Vancouver Coastal Health Authority for a Temporary Commercial Use Permit for the property at 5768 Minoru Boulevard, to allow “Parking, non-accessory” as a permitted use, be considered for a period of three years from the date of issuance; and*

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(2) *That this application be forwarded to the February 17, 2025, Public Hearing at 5:30pm in the Council Chambers of Richmond City Hall.*

Consent
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Item

10. **RICHMOND YOUTH ADVISORY COMMITTEE 2025 ANNUAL REPORT AND 2026 WORK PROGRAM**
(File Ref. No. 07-3425-01) (REDMS No. 8248798)

CNCL-37

See Page CNCL-37 for full report

PLANNING COMMITTEE RECOMMENDATION

(1) *That the Richmond Youth Advisory Committee's 2025 Annual Report, as outlined in the report titled "Richmond Youth Advisory Committee 2025 Annual Report and 2026 Work Program", dated December 19, 2025, from the Director, Community Social Development, be received for information; and*

(2) *That the Richmond Youth Advisory Committee's 2026 Work Program be approved.*

Consent
Agenda
Item

11. **RICHMOND SOCIAL DEVELOPMENT ADVISORY COMMITTEE 2025 ANNUAL REPORT AND 2026 WORK PROGRAM**
(File Ref. No. 08-4055-01) (REDMS No. 8225073)

CNCL-45

See Page CNCL-45 for full report

PLANNING COMMITTEE RECOMMENDATION

(1) *That the Richmond Social Development Advisory Committee's 2025 Annual Report, as outlined in the report titled "Richmond Social Development Advisory Committee 2025 Annual Report and 2026 Work Program", dated December 19, 2025, from the Director, Community Social Development, be endorsed; and*

(2) *That the Richmond Social Development Advisory Committee's 2026 Work Program be approved.*

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Consent
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12. APPLICATION BY HAVEN CRAFT HOMES LTD. FOR REZONING AT 8560 HEATHER STREET FROM “SMALL-SCALE MULTI-UNIT HOUSING (RSM/M)” ZONE TO “SMALL-SCALE MULTI-UNIT HOUSING (RSM/S)” ZONE
(File Ref. No. RZ 24-049110) (REDMS No. 8230084)

CNCL-54

See Page CNCL-54 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10730, for the rezoning of 8560 Heather Street from “Small-Scale Multi-Unit Housing (RSM/M)” to “Small-Scale Multi-Unit Housing (RSM/S)” zone, be introduced and given first, second and third reading.



Consent
Agenda
Item

13. APPLICATION BY CITY OF RICHMOND FOR REZONING AT 12871, 12873, 12875 RAILWAY AVENUE FROM “LOW DENSITY TOWNHOUSES (RTL1)” ZONE TO “MEDIUM DENSITY LOW RISE APARTMENTS (RAM1)” ZONE
(File Ref. No. RZ 25-029406) (REDMS No. 8251599)

CNCL-71

See Page CNCL-71 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10734, to amend the “Medium Density Low Rise Apartments (RAM1)” zone, and to rezone 12871, 12873, 12875 Railway Avenue from “Low Density Townhouses (RTL1)” zone to “Medium Density Low Rise Apartments (RAM1)” zone, be introduced and given first, second and third reading.



CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

NON-CONSENT AGENDA ITEMS

GENERAL PURPOSES COMMITTEE
Mayor Malcolm D. Brodie, Chair

14. **PROPOSED UPDATE TO RICHMOND'S DEMOLITION WASTE AND RECYCLABLE MATERIALS BYLAW NO. 9516 TO INCREASE DIVERSION**

(File Ref. No. 10-6125-07-04) (REDMS No. 8206701)

CNCL-90

See Page CNCL-90 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed: Cllrs. Loo and McNulty

(1) *That each of the following bylaws be introduced and given first, second and third readings:*

(a) *Demolition Waste and Recyclable Materials Bylaw No. 9516, Amendment Bylaw No. 10664;*

(b) *Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10717; and*

(2) *That the implementation plan as outlined in the report titled “Proposed Update to Richmond’s Demolition Waste and Recyclable Materials Bylaw No. 9516 to Increase Diversion”, dated December 4, 2025, from the Director, Climate and Environment, be approved.*



PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

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CNCL-109 Richmond Zoning Bylaw 8500, Amendment **Bylaw No. 10726**
(10011 River Drive, ZT 25-007646)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

CNCL-111 Consolidated 5 Year Financial Plan (2026-2030) **Bylaw No. 10727**
Opposed at 1st/2nd/3rd Readings – None.

ADJOURNMENT



Regular Council

Monday, January 12, 2026

Place: Council Chambers
Richmond City Hall

Present: Mayor Malcolm D. Brodie
Councillor Chak Au (by teleconference)
Councillor Carol Day
Councillor Laura Gillanders
Councillor Kash Heed
Councillor Andy Hobbs
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Michael Wolfe

Corporate Officer – Claudia Jesson

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

RES NO. ITEM

MINUTES

R26/1-1 1. It was moved and seconded

That:

- (1) *the minutes of the Special Council meeting held on December 17, 2025, be adopted as circulated;*
- (2) *the minutes of the Regular Council meeting for Public Hearings held on December 15, 2025, be adopted as circulated; and*
- (2) *the Metro Vancouver ‘Board in Brief’ dated November 28, 2025, be received for information.*

CARRIED

1.



City of Richmond

Minutes

Regular Council Monday, January 12, 2026

COMMITTEE OF THE WHOLE

R26/1-2 2. It was moved and seconded

That Council resolve into Committee of the Whole to hear delegations on agenda items (7:01 p.m.).

CARRIED

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

R26/1-3 4. It was moved and seconded

That Committee rise and report (7:02 p.m.).

CARRIED

CONSENT AGENDA

R26/1-4 5. It was moved and seconded

That Items No. 6 through No. 8 be adopted by general consent.

CARRIED

6. COMMITTEE MINUTES

That the minutes of:

(1) *the Public Works and Transportation Committee meeting held on December 17, 2025;*

(2) *the Parks, Recreation and Cultural Services Committee meeting held on December 17, 2025;*

(3) *the Finance and Audit Committee meeting held on January 5, 2026;*

(4) *the General Purposes Committee meeting held on January 5, 2026; and*

(5) *the Planning Committee meeting held on January 6, 2026;*

be received for information.

ADOPTED ON CONSENT

2.



City of Richmond

Minutes

Regular Council Monday, January 12, 2026

7. **RICHMOND CHILD CARE DEVELOPMENT ADVISORY COMMITTEE 2025 ANNUAL REPORT AND 2026 WORK PROGRAM**
(File Ref. No. 01-0100-30-CCDE1-01) (REDMS No. 8219745, 8219641, 8219700)
 - (1) *That the Richmond Child Care Development Advisory Committee's 2025 Annual Report, as outlined in the report titled, "Richmond Child Care Development Advisory Committee 2025 Annual Report and 2026 Work Program", dated December 5, 2025, from the Director, Community Social Development, be received for information; and*
 - (2) *That the Richmond Child Care Development Advisory Committee's 2026 Work Program be approved.*

ADOPTED ON CONSENT

8. **RICHMOND ACCESSIBILITY ADVISORY COMMITTEE 2025 ANNUAL REPORT AND 2026 WORK PROGRAM**
(File Ref. No. 01-0100-30-RACC1-01) (REDMS No. 8226803, 8171259, 8173982)
 - (1) *That the Richmond Accessibility Advisory Committee's 2025 Annual Report, as outlined in the report titled "Richmond Accessibility Advisory Committee 2025 Annual Report and 2026 Work Program", dated December 5, 2025, from the Director, Community Social Development, be received for information; and*
 - (2) *That the Richmond Accessibility Advisory Committee's 2026 Work Program be approved.*

ADOPTED ON CONSENT

NON-CONSENT AGENDA ITEMS

3.



Regular Council
Monday, January 12, 2026

GENERAL PURPOSES COMMITTEE

Mayor Malcolm D. Brodie, Chair

9. **RESPONSE TO METRO VANCOUVER'S REFERRAL: METRO 2050 REGIONAL GROWTH STRATEGY AMENDMENT PROPOSED BY THE CITY OF SURREY FOR THE PROPERTY LOCATED AT 6480 – 152 STREET**

(File Ref. No. 01-0157-30-RGST1) (REDMS No. 8228746)

R26/1-5

It was moved and seconded

That the Metro Vancouver Regional District Board be advised that the City of Richmond has no concerns on the proposed amendment to the Metro 2050 Regional Growth Strategy and that this recommendation and accompanying report titled “Response to Metro Vancouver’s Referral: Metro 2050 Regional Growth Strategy Amendment Proposed by the City of Surrey for the Property Located at 6480 – 152 Street”, dated December 11, 2025 from the Director, Policy Planning be provided to the Metro Vancouver Regional District Board.

The question on the motion was not called as discussion ensued with respect to (i) development pressures to nearby agricultural land, (ii) concerns regarding building on flood plain, (iii) protecting agricultural land, (iv) urban containment boundary requirements, and (iv) potential uses for the land if taken out of the Agricultural Land Reserve (ALR) zone.

The question on Resolution R26/1-5 was then called and it was **CARRIED** with Cllrs. Day and Wolfe opposed.

PUBLIC ANNOUNCEMENT



**Regular Council
Monday, January 12, 2026**

Mayor Brodie announced that Council recently reviewed the governance structure of the Richmond Olympic Oval and determined that the Oval will continue to be operated by a Municipally owned Corporation with its Board of Directors appointed by Council. Council look forward to continue working with the Board and together implementing enhancements to strength accountability, transparency, community access and operational efficiencies to ensure the continued long term success of the Oval and its facilities, programs and services.

BYLAW FOR ADOPTION

R26/1-6

It was moved and seconded

That Housing Agreement (5766 and 5788 Gilbert Road) Bylaw No. 9739, Amendment Bylaw No. 10692 be adopted.

CARRIED

ADJOURNMENT

R26/1-7

It was moved and seconded

That the meeting adjourn (7:16 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the Regular meeting of the Council of the City of Richmond held on Monday, January 12, 2026.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)



**Special Council
Monday, January 19, 2026**

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie
Councillor Carol Day
Councillor Laura Gillanders
Councillor Kash Heed (by teleconference)
Councillor Andy Hobbs
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Michael Wolfe

Corporate Officer – Claudia Jesson

Absent: Councillor Chak Au

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

RES NO. ITEM

Mayor Brodie recessed the meeting at 4:01 p.m. for the General Purposes Committee meetings.

The meeting reconvened at 5:24 p.m. with all members of Council present, excluding Councillor Au.



**Special Council
Monday, January 19, 2026**

RES NO. ITEM

GENERAL PURPOSES COMMITTEE

1. **COUNCILLOR CHAK AU**
(File Ref. No.) (REDMS No.)

SP26/1-1 It was moved and seconded
That:

WHEREAS subsection 54(3) of the Local Government Act, [RSBC 2015] CHAPTER 1, as amended, provides that a council may decide that a by-election is not to be held if all of the circumstances listed in subsection 54(3) apply;

THEREFORE, BE IT RESOLVED, that pursuant to subsection 54(3) of the Local Government Act, the Council of the City of Richmond confirms the City of Richmond will not hold a by-election to fill the vacancy in the event of any Council member resignation as contemplated in this resolution.

CARRIED

ADJOURNMENT

SP26/1-2 It was moved and seconded
That the meeting adjourn (5:25 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the Special meeting of the Council of the City of Richmond held on Monday, January 19, 2026.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)



Planning Committee

Date: Tuesday, January 20, 2026
Place: Anderson Room
Richmond City Hall
Present: Councillor Bill McNulty, Chair
Councillor Alexa Loo
Councillor Carol Day
Councillor Andy Hobbs
Absent: Councillor Chak Au
Also Present: Councillor Michael Wolfe (by teleconference)
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 January 6, 2026, be adopted as circulated.

CARRIED

AGENDA ADDITIONS

The Chair advised that Development Cost Charges (DCC) Rates be added to the agenda as Item No. 3A and Hamilton Environmentally Sensitive Areas (ESA) be added to the agenda as Item No. 3B.

1.

PLANNING AND DEVELOPMENT DIVISION

1. APPLICATION BY VANCOUVER COASTAL HEALTH AUTHORITY FOR A TEMPORARY COMMERCIAL USE PERMIT AT 5768 MINORU BOULEVARD

(File Ref. No. TU 25-029652) (REDMS No. 8257148)

Discussion ensued regarding (i) the capacity of the current parkade and the proposed temporary parking spaces, (ii) additional parking for staff at lots on Alderbridge Way and Elmbridge Way, which were introduced last year, and (iii) the proposed shuttle service to transport Vancouver Coastal Health (VCH) staff to and from Richmond General Hospital, operated between 6:00 a.m. and 6:00 p.m., with secure parking at the subject site continuing to be available to VCH staff outside of these hours.

Jo-Ann Tait, Vice President, Richmond Community Services, VCH, advised that (i) the surface parking lot on hospital grounds will remain and (ii) staff are currently permitted to park in the parkade and any of the surface lots from 3:00 p.m. until 6:00 a.m., with visitor parking being prioritized between 6:00 a.m. until 3:00 p.m.

Further discussion ensued regarding (i) the need for additional staff parking during peak periods, (ii) staff transitioning towards green transportation options, such as carpooling and participation in the VCH Transit Subsidy Program, (iii) assessing current and projected parking demand at Richmond General Hospital, (iv) prioritizing on-site parking for patients and visitors, (v) permitting parking as a temporary use for a period of up to three years, and (vi) coordination among Alliance Partners, including VCH and construction teams, to establish construction scheduling and sequencing.

It was moved and seconded

- (1) *That the application by Vancouver Coastal Health Authority for a Temporary Commercial Use Permit for the property at 5768 Minoru Boulevard, to allow “Parking, non-accessory” as a permitted use, be considered for a period of three years from the date of issuance; and*
- (2) *That this application be forwarded to the February 17, 2025, Public Hearing at 5:30pm in the Council Chambers of Richmond City Hall.*

CARRIED

The following **referral motion** was introduced:

It was moved and seconded

That staff obtain information from Vancouver Coastal Health regarding the size of their workforce, current and projected parking needs, and planned parking development, and report back.

Planning Committee
Tuesday, January 20, 2026

The question on the referral motion was not called as discussion ensued regarding current and projected parking needs, with staff advising that (i) the ultimate design for the new hospital has not yet been finalized, and as a result, parking provision for the redevelopment cannot yet be determined and (ii) City staff meet with the project team on a bi-weekly basis, and as this is a design-build project, a substantial design has not yet been developed and building permit applications have not yet been submitted.

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

2. RICHMOND YOUTH ADVISORY COMMITTEE 2025 ANNUAL REPORT AND 2026 WORK PROGRAM

(File Ref. No. 07-3425-01) (REDMS No. 8248798)

Committee expressed gratitude to staff for their work with the Youth Advisory Committee.

It was moved and seconded

- (1) *That the Richmond Youth Advisory Committee's 2025 Annual Report, as outlined in the report titled "Richmond Youth Advisory Committee 2025 Annual Report and 2026 Work Program", dated December 19, 2025, from the Director, Community Social Development, be received for information; and*
- (2) *That the Richmond Youth Advisory Committee's 2026 Work Program be approved.*

CARRIED

3. RICHMOND SOCIAL DEVELOPMENT ADVISORY COMMITTEE 2025 ANNUAL REPORT AND 2026 WORK PROGRAM

(File Ref. No. 08-4055-01) (REDMS No. 8225073)

It was moved and seconded

- (1) *That the Richmond Social Development Advisory Committee's 2025 Annual Report, as outlined in the report titled "Richmond Social Development Advisory Committee 2025 Annual Report and 2026 Work Program", dated December 19, 2025, from the Director, Community Social Development, be endorsed; and*
- (2) *That the Richmond Social Development Advisory Committee's 2026 Work Program be approved.*

CARRIED

COUNCILLOR BILL MCNULTY

3A. DEVELOPMENT COST CHARGES (DCC) RATES
(File Ref. No.) (REDMS No.)

The following **referral motion** was introduced:

It was moved and seconded

That staff investigate the impact of freezing of the current DCC rates in the short and long term, and report back in three months.

The question on the referral motion was not called as discussion ensued regarding (i) the impact of the City's 1% municipal assist factor compared to the 50% assist factor, (ii) fees dependent on unit size, jurisdiction, and other factors, and (iii) the consultation timeline, with results and any potential bylaw updates to be brought forward for Council consideration in the coming months.

In response to queries from Committee, staff advised that (i) to date, there has been no decision with respect to changing the City's DCC bylaw, (ii) the City has been using a 1% municipal assist factor at least the last two decades, (iii) the City has undergone major reviews of the DCC program over the last few years, including proposed DCC Program and Amenity Cost Charges Program being endorsed as the basis for public consultation, and (iv) DCCs are used to fund City-wide infrastructure needed to support development, and that if these charges are not applied to new development, the costs would need to be covered by another funding source, such as the existing tax base or Provincial or Federal funding.

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

3B. HAMILTON ENVIRONMENTALLY SENSITIVE AREAS (ESA)
(File Ref. No.) (REDMS No.)

The following **referral motion** was introduced:

It was moved and seconded

That staff investigate the current ESA designations of the townhouse designated properties on the west side of Boundary Road from Westminster Highway to Thompson Road, to Highway 91, and report back.

The question on the referral motion was not called as discussion ensued regarding (i) the approximate number of properties within the subject area, including ones that may have an ESA designation or partial ESA designation and (ii) looking at the process of reviewing ESAs and the outstanding referral that looks at potentially removing ESA designations from private properties.

Planning Committee

Tuesday, January 20, 2026

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

4. MANAGER'S REPORT

(i) Proposed Revisions to the BC Building Code

Staff advised that proposed revisions to the BC Building Code, scheduled for implementation in March 2026, include the following: (i) acceptance of a wider range of approved building materials, assemblies and design solutions based on the Federal Government's Construction Materials Center assessments, rather than mandatory testing, (ii) an alternate path to compliance for the development of secondary suites, (iii) new criteria for materials in structural engineering design to improve safety, (iv) additional guidance for seismic assessments and solutions for seismic upgrades and retrofits of existing buildings, and (v) revised energy efficiency step code criteria for smaller houses in colder climates.

(ii) 2026 Lulu Awards for Urban Design

Staff advised that the City of Richmond's Lulu Awards, which are held every four years and recognize, celebrate and inspire excellence in urban design in the City of Richmond, are now live, with the submission period for the 2026 awards running from January 13 to March 31, 2026. Private and public sector projects are eligible, and anyone may nominate a project.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:40 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Tuesday, January 20, 2026.

Councillor Bill McNulty
Chair

Shannon Unrau
Legislative Services Associate



City of Richmond

Report to Committee

To: General Purposes Committee **Date:** December 19, 2025
From: Grant Fengstad **File:** 04-1300-01/2025-Vol
Director, Information Technology 01
Re: **Award of Contract – 8490P Supply and Delivery of Computer Equipment and
Related Services**

Staff Recommendations

1. That Contract 8490P – Supply and Delivery of Computer Equipment and Related Services be awarded to 341234 BC Ltd. (Microserve), for an initial five-year term at an estimated contract value of \$2,572,107 exclusive of taxes, as described in the report titled “Award of Contract – Supply and Delivery of Computer Equipment and Related Services”, dated December 19, 2025, from the Director, Information Technology;
2. That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to extend the initial five-year contract, up to the maximum total term of seven years, for the maximum total amount of \$3,748,680, as described in the report titled “Award of Contract – Supply and Delivery of Computer Equipment and Related Services” dated December 19, 2025, from the Director, Information Technology; and
3. That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to execute Contract 8490P Supply and Delivery of Computer Equipment and Related Services and all related documentation with 341234 BC Ltd. (Microserve).

Grant Fengstad
Director, Information Technology
(604-276-4096)

December 19, 2025

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REPORT CONCURRENCE		
ROUTED To: Finance Department Purchasing	CONCURRENCE <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER 
SENIOR STAFF REPORT REVIEW	INITIALS: <i>CJ</i>	APPROVED BY CAO <i>Suran</i>

8254315

CNCL - 22

Staff Report**Origin**

The City has implemented a “best practice” refresh program to ensure IT assets offer the best value and are updated when they reach the end of their lifecycle. Corporate computers are replaced every five years, keeping technology current for City employees and allowing them to work efficiently and meet community needs. Implementing a managed refresh schedule minimises risk by proactively planning equipment replacements, rather than responding to unforeseen device failures. Additionally, the program facilitates the direction of transitioning from desktops to laptops for knowledge-based workers.

Information Technology currently oversees an inventory of approximately 720 desktop computers and 800 laptops. During the COVID-19 pandemic, a strategic transition was implemented to equip staff with laptops rather than desktops.

This report supports Council’s Strategic Plan 2022-2026 Focus Area #4 Responsible Financial Management and Governance:

Responsible financial management and efficient use of public resources to meet the needs of the community.

4.1 Ensure effective financial planning to support a sustainable future for the City.

4.2 Seek improvements and efficiencies in all aspects of City business.

This report supports Council’s Strategic Plan 2022-2026 Focus Area #5 A Leader in Environmental Sustainability:

Leadership in environmental sustainability through innovative, sustainable and proactive solutions that mitigate climate change and other environmental impacts.

5.3 Encourage waste reduction and sustainable choices in the City and community.

AnalysisRFP Process

RFP 8490P - Supply and Delivery of Computer Equipment and Related Services was posted to BC Bid on September 22, 2025, and closed on October 20, 2025.

The RFP set out the City’s requirements for computer equipment for a five-year period, detailing technical specifications, quantities required by year and service level expectations.

Four proposals were received by the closing date from the following proponents:

- 341234 BC Ltd. (Microserve)

- Compugen Inc.
- Island Key Computers
- ADG Tech Solutions Inc.

Review Process

Staff initially evaluated the four proposals against pre-determined criteria that included:

- Proponent profile and experience, including references
- Ability to meet technical requirements, including stated specifications
- Financial proposal and value offering
- Circular economy assessment

Based on the submitted proposals, staff evaluated and scored against the evaluation criteria with the results summarized in Table 1.

Table 1- Results of Evaluation

Proponent	Weighted Evaluation Score	Proposed price to supply required equipment for five-year contract term
341234 BC Ltd. (Microserve)	91.7%	\$2,572,107
Compugen Inc.	79.8%	\$3,028.297
Island Key Computers	74.3%	\$2,789,635
ADG Tech Solutions	66.3%	\$3,521,085

Once the first phase of the evaluation was concluded, staff then asked the primary proponent to provide representative equipment that was directly evaluated against requirements and suitability.

Based on the team's evaluation of proposals and the results of the second phase technical testing and certification process, the proposal received from 341234 BC Ltd. (Microserve) received the highest overall score (shown in Table 1) which reflected their capability to meet all of the operational requirements described in the RFP and provide best value to the City due to favourable pricing.

As part of the value offering, Microserve is contributing funds towards integrating their supply management system to our IT asset management system, which will ensure all assets are captured upon shipment.

Contract Term

The recommended contract length is for an initial five-year term with an option to renew for an additional two-year term, for a maximum of seven years.

Financial Impact

The total value of the contract for the initial five-year term is estimated to be \$2,572,107, excluding taxes. Funding for these expenditures has been approved by Council as part of the 2026 Capital Budget and is captured as part of the five-year financial plan. The forecasted spend for the additional two-year term is \$1,176,573 and will be included in the future years' capital submissions as part of the annual budget process for Council's consideration.

Conclusion

This report presents the results of a competitive procurement process for Contract 8490P – Supply and Delivery of Computer Equipment and Related Services. It is recommended that the contract be awarded to 341234 BC Ltd. (Microserve) for an initial five-year term, with the option to extend the contract for an additional two-year term, to a maximum of seven years, upon mutual consent of both parties. This is for an estimated total value of \$3,748,680 exclusive of taxes.



Grant Fengstad
Director, Information Technology
(604-276-4096)

GF:gf



City of Richmond

Report to Committee

To: Planning Committee **Date:** January 5, 2026
From: Joshua Reis **File:** TU 25-029652
Director, Development
Re: **Application by Vancouver Coastal Health Authority for a Temporary Commercial Use Permit at 5768 Minoru Boulevard**

Staff Recommendations

1. That the application by Vancouver Coastal Health Authority for a Temporary Commercial Use Permit for the property at 5768 Minoru Boulevard, to allow “Parking, non-accessory” as a permitted use, be considered for a period of three years from the date of issuance; and
2. That this application be forwarded to the February 17, 2025, Public Hearing at 5:30pm in the Council Chambers of Richmond City Hall.

Joshua Reis
Director, Development
(604-247-4625)

JR:ak
Att. 3

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Transportation	<input checked="" type="checkbox"/>	

Staff Report

Origin

Pejman Alanjari, authorized agent for Vancouver Coastal Health (VCH) Authority, and with authorization from KVS Restructuring Inc., has applied to the City of Richmond for a Temporary Commercial Use Permit (TCUP) to allow non-accessory parking as a permitted use at 5768 Minoru Boulevard in order to facilitate approximately 277 temporary Richmond General Hospital staff-only parking stalls. The proposed TCUP supports the demolition of the existing hospital parkade and hospital expansion construction activities. A location map and aerial photo are provided in Attachment 1.

The subject site is currently zoned “High Density Mixed Use and Affordable Rental Housing (ZMU46) – Lansdowne Village (City Centre)” and contains a former residential sales centre and paved surfaces.

Findings of Fact

A Development Application Data Sheet providing details about the proposal is attached (Attachment 2).

Surrounding Development

Development immediately surrounding the subject site is as follows:

To the North: Immediately to the north is a City-owned parcel zoned “School and Institutional Use (SI)” designated to become a linear park under the City Centre Area Plan (CCAP). Across Lansdowne Road is a single-storey building containing a car dealership on property zoned “Industrial Retail (IR1)” and designated for “Urban Centre T5” and “Park”, and “Mixed Use” under the CCAP.

To the East: Across the lane are one to two-storey commercial buildings on lots zoned “Auto-Oriented Commercial (CA)” and a residential tower on property zoned “Downtown Commercial (CDT1)”. These properties are all designated for “Urban Core T6” under the CCAP.

To the South: A two-storey commercial building on property zoned “Auto-Oriented Commercial (CA)” and designated for “Urban Centre T5” under the CCAP.

To the West: Across Minoru Boulevard are single-storey commercial and light-industrial buildings on lots zoned “Industrial Retail (IR1)” and designated for “Urban Centre T5” under the CCAP.

Related Policies & Studies

Existing Legal Encumbrances

There are existing City Statutory right-of-Ways (SRWs) registered on Title of the subject property for sanitary services. The applicant is aware that no development is permitted in this area.

In addition, a number of legal encumbrances are registered on the subject property's Title as part of the previous rezoning and Development Permit (DP) approvals (RZ 18-807640 & DP 19-881156). The DP has lapsed and a new DP application is required to facilitate development. Any adjustments to the legal agreements will be considered as part of a new DP. The applicant's legal professional has reviewed and confirmed that the proposed temporary use does not conflict with existing agreements. Staff have also reviewed and concur.

Official Community Plan / City Centre Area Plan

The Official Community Plan (OCP) allows TCUPs to be considered in areas designated "Industrial", "Mixed Employment", "Commercial", "Neighbourhood Service Centre", "Mixed Use", "Limited Mixed Use" and "Agricultural" (outside of the Agricultural Land Reserve), where deemed appropriate by Council and subject to conditions suitable to the proposed use and the surrounding area. The subject site's OCP and CCAP designations are "Mixed Use" and "Urban Centre T5" respectively. The proposed temporary commercial use for non-accessory parking is consistent with the OCP's land use designations and applicable policies.

Richmond Zoning Bylaw 8500

The subject property is zoned "High Density Mixed Use and Affordable Rental Housing (ZMU46) – Lansdowne Village (City Centre)", which permits a range of residential and commercial uses. The TCUP would allow "parking, non-accessory" as a temporary permitted use, which is generally compatible with the surrounding land uses. "Parking, non-accessory" describes parking that is not associated with a permitted use of the property.

Local Government Act

The *Local Government Act* states that TCUPs are valid until the date the permit expires or three years after issuance, whichever is earlier, and that an application for one extension to the permit may be made and issued for up to three additional years at the discretion of Council.

Public Consultation

Notification signage has been installed on site. Staff have not received any comments from the public about the TCUP application in response to the on-site signage or early notification mail-out. Should Council endorse the staff recommendation, the application will be forwarded to a future Public Hearing meeting, where any area resident or interested party will have an opportunity to comment. Public notification for the Public Hearing will be provided as per the *Local Government Act*.

Analysis

The subject site currently contains a vacant residential sales centre and paved surfaces and is being used to store building materials and for parking. In March 2022, the property was rezoned and a DP was issued for a high-rise mixed-use development (RZ 18-807640 & DP 19-881156); the DP has since lapsed.

The applicant is proposing to use the subject site as an interim parking solution during the construction of a new parkade at the Richmond General Hospital. A three-year lease agreement between the property owner and VCH is due to commence in January 2026.

A total of 277 temporary parking spaces are proposed for exclusive use by VCH staff, with vehicle access provided from Minoru Boulevard and from the east lane. VCH has indicated that parking will be provided to staff at a nominal rate, which will offset the costs of the lease. The proposed parking area includes six accessible spaces in compliance with Zoning Bylaw requirements. The proposed parking area will utilize existing hard surface areas and resurface portions of the site with asphalt. Parking on the subject site will be available to staff 24 hours, 7 days a week.

A shuttle service is proposed to operate from the subject site to transport VCH staff to and from Richmond General Hospital (Attachment 3). This will be operated by VCH from Monday to Friday, between the hours of 6:00am to 6:00pm. Secure parking at the subject site will continue to be available to VCH staff outside of these hours, with staff arranging their own transportation to and from Richmond General Hospital.

The applicant proposes to enforce parking and mitigate security risks by providing the following Crime Prevention through Environmental Design features:

- Securing and closing the existing residential sales centre on the property to the public for the duration of the temporary parking use.
- Perimeter vinyl-coated wire fencing around the entire site.
- Secure site access by a FOB or PIN system.
- Downward lighting throughout the site to support pedestrian and driver safety.
- Installation of on-site emergency “help” buttons.
- Installation of CCTV and monitoring by VCH security.
- Provision of mobile security patrols and parking enforcement.
- Installation of wayfinding measures.

Financial Impact

None.

Conclusion

It is recommended that the attached Temporary Commercial Use Permit be issued to the applicant to allow “parking, non-accessory” as a permitted use at 5768 Minoru Boulevard on a temporary basis for a period of three years from the date of issuance.


Ashley Kwan
Planner 1
(604) 276-4173

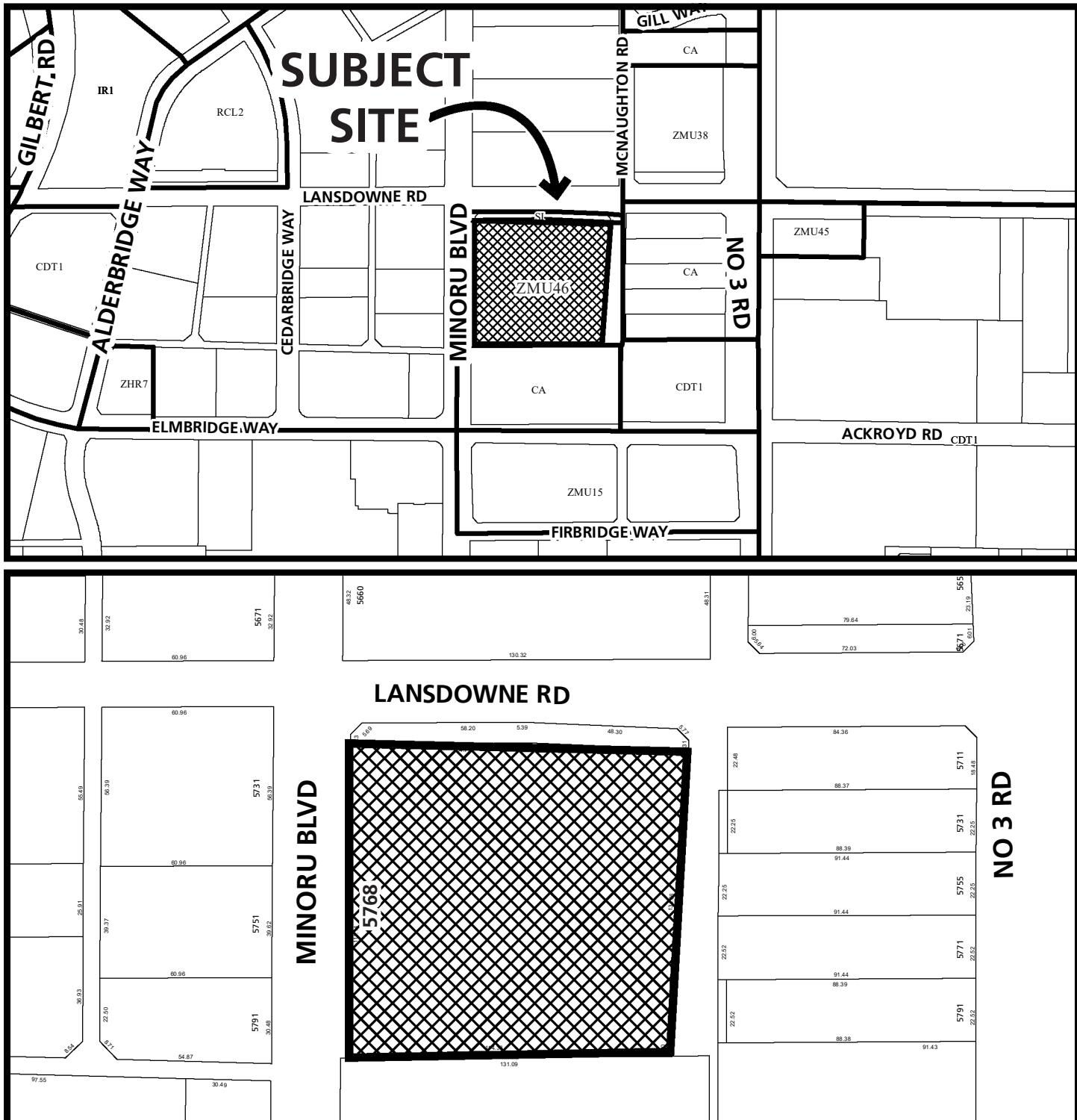
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Att. 1: Location Map and Aerial Photo
2: Development Application Data Sheet
3: Letter from VCH regarding shuttle service and on-site parking



City of Richmond

Attachment 1



	TU 25-029652	Original Date: 12/10/25 Revision Date:
Note: Dimensions are in METRES		



City of Richmond



TU 25-029652

Original Date: 12/10/25
Revision Date:

Note: Dimensions are in METRES



TU 25-029652

Attachment 2

Address: 5768 Minoru Boulevard

Applicant: Vancouver Coastal Health Authority

Planning Area(s): City Centre, Lansdowne Village

	Existing	Proposed
Owner:	KSV Restructuring Inc., Court appointed Receiver of Minoru View Homes Ltd.	No change
Land Uses:	Vacant Sales Centre Building	Parking, Non-Accessory
OCP Designation:	Mixed Use	No change
Zoning:	High Density Mixed Use and Affordable Rental Housing (ZMU46) – Lansdowne Village (City Centre)	No change

On Development Site	Bylaw Requirement	Proposed	Variance
Off-Street Parking Spaces	Standard: Min. 50% Small: N/A Accessible: 2%	Standard: 182 (66%) Small: 89 (32%) Accessible: 6 (2%) Total: 277	None



December 22, 2025

Attention: City of Richmond

Re: 5768 Minoru Blvd (TU – 029652)

VCH is in the process of leasing 5768 Minoru Boulevard to serve as a dedicated parking lot for Richmond Hospital staff. The site will be a pay-for-use facility in accordance with VCH's staff parking policy.

To facilitate convenient transportation between the parking site and the hospital, VCH is planning a shuttle service. This service will operate weekdays (M – F) for approximately 12 hours, ensuring staff can travel to and from the parking location and the hospital with ease.

A handwritten signature in black ink that reads "Gail Malenstyn".

Gail Malenstyn
Vice President Richmond and Vancouver Acute Services



City of Richmond

Temporary Commercial Use Permit

No. TU 25-029652

To the Holder: Vancouver Coastal Health Authority

Property Address: 5768 Minoru Boulevard

Address: 520 W 6th Avenue, Vancouver, British Columbia, V5Z 1A1

1. This Temporary Commercial Use 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 Temporary Commercial Use 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 subject property may be used for the following temporary commercial uses:
"Parking, non-accessory".
4. Any temporary buildings, structures and signs shall be demolished or removed and the site and adjacent roads shall be maintained and restored to a condition satisfactory to the City of Richmond, upon the expiration of this permit or cessation of the use, whichever is sooner.
5. 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 as Schedule "B" which shall form a part hereof.
6. 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.
7. This Permit is not a Building Permit.

AUTHORIZING RESOLUTION NO.
DAY OF , .

ISSUED BY THE COUNCIL THE

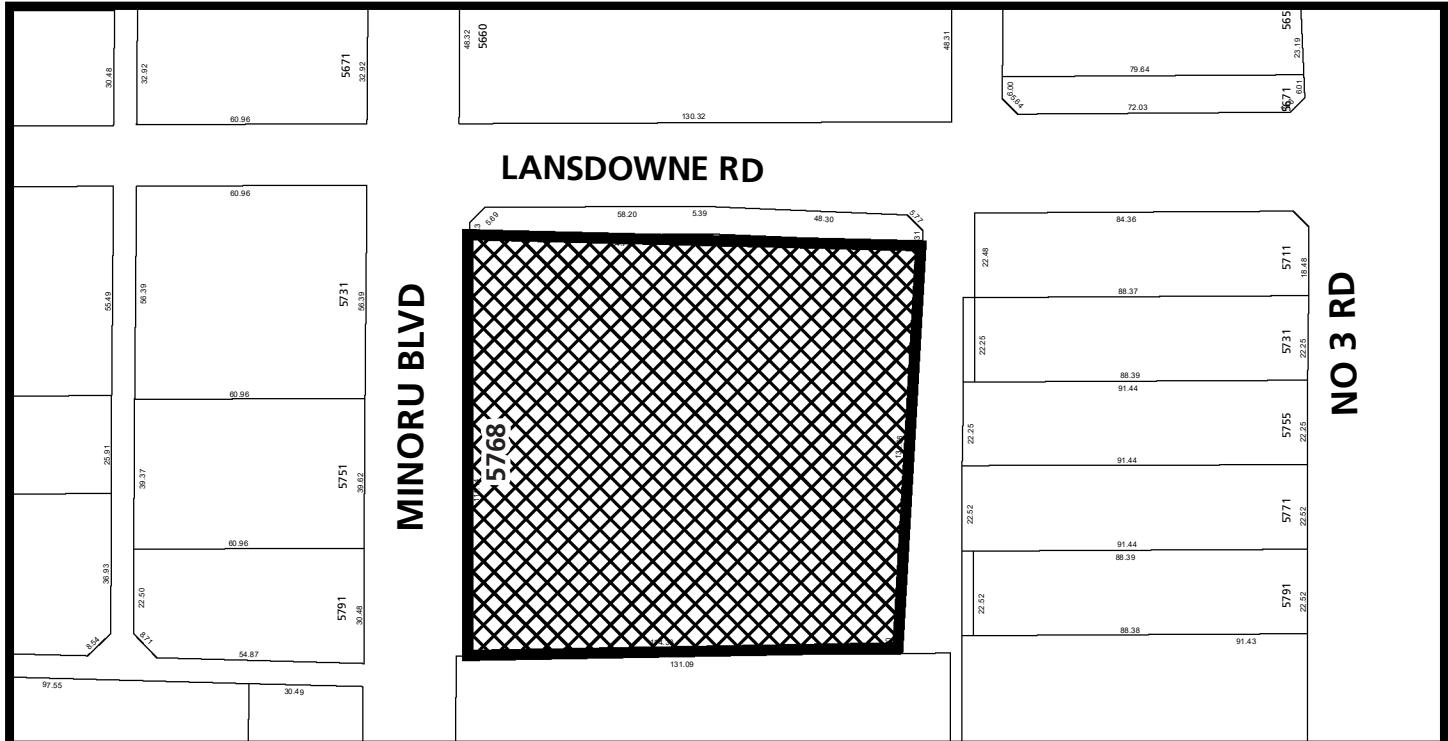
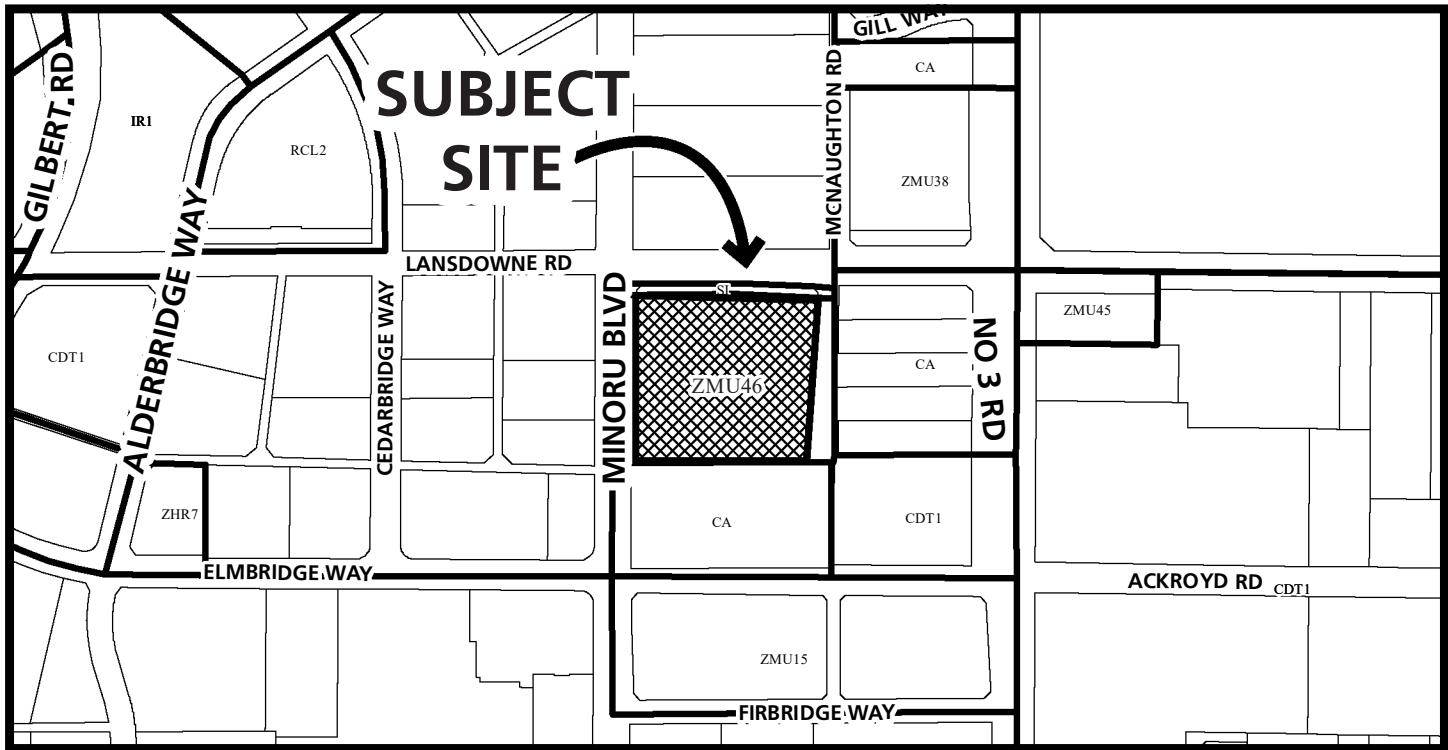
DELIVERED THIS DAY OF , .

MAYOR

CORPORATE OFFICER



City of Richmond

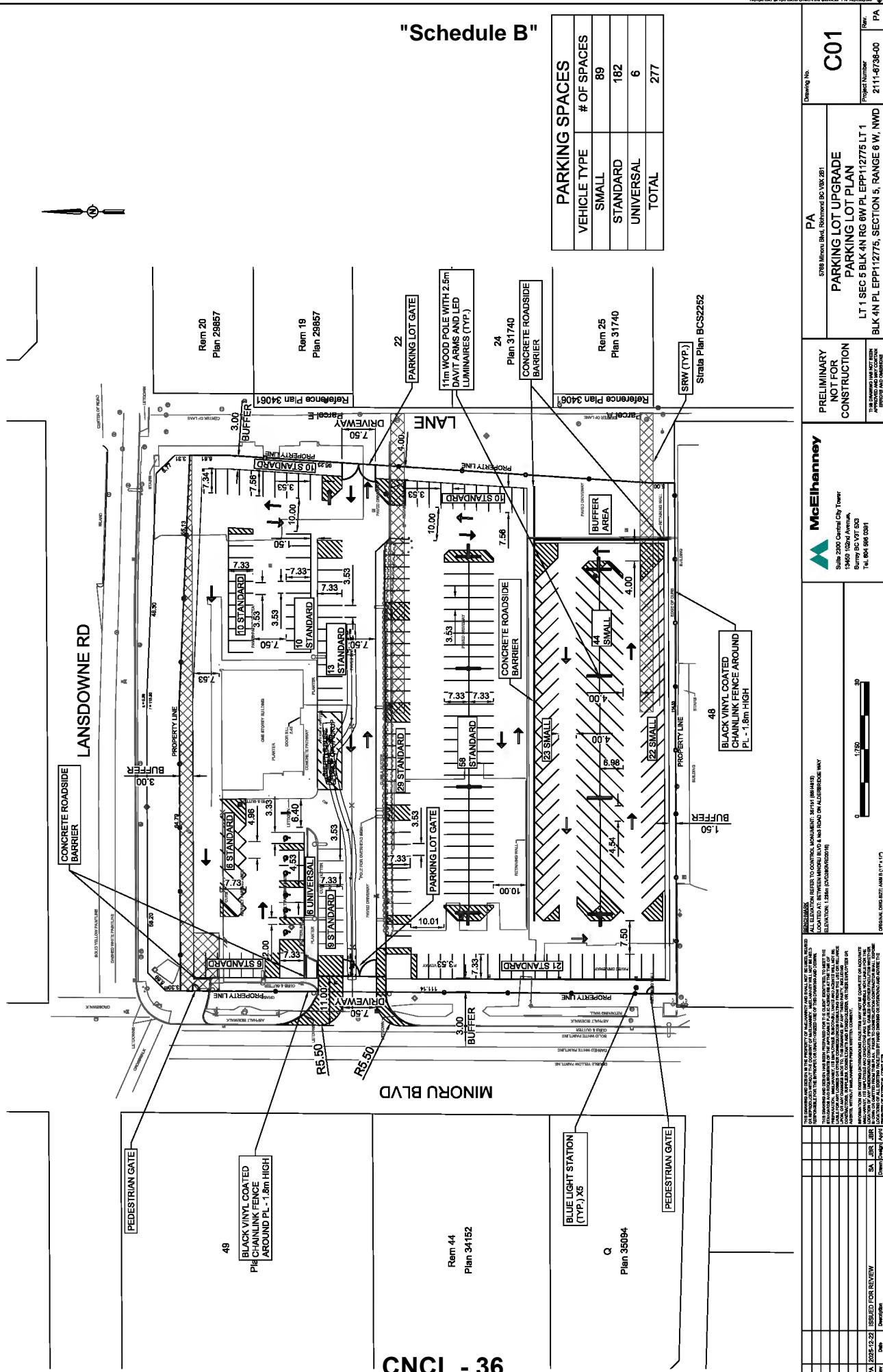


TU 25-029652
SCHEDULE "A"

Original Date: 12/10/25
Revision Date:

Note: Dimensions are in METRES

"Schedule B"





City of Richmond

Report to Committee

To: Planning Committee **Date:** December 19, 2025
From: Kim Somerville **File:** 07-3425-01/2025-Vol 01
Director, Community Social Development
Re: Richmond Youth Advisory Committee 2025 Annual Report and 2026 Work Program

Staff Recommendations

1. That the Richmond Youth Advisory Committee's 2025 Annual Report, as outlined in the report titled "Richmond Youth Advisory Committee 2025 Annual Report and 2026 Work Program", dated December 19, 2025, from the Director, Community Social Development, be received for information; and
2. That the Richmond Youth Advisory Committee's 2026 Work Program be approved.


Kim Somerville
Director, Community Social Development
(604-247-4671)

Att. 2

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Recreation & Sport Services	<input checked="" type="checkbox"/>		
SENIOR STAFF REPORT REVIEW	INITIALS: <i>CG</i>	APPROVED BY CAO <i>Sen. .</i>	

Staff Report**Origin**

The Richmond Youth Advisory Committee (YAC) was established in January 2024 to act as a resource and provide advice to Council regarding the planning, development and implementation of policies, programs and services that directly impact youth. This report presents the 2025 Annual Report and the 2026 Work Program for the committee.

This report supports Council's Strategic Plan 2022–2026 Focus Area #1 Proactive in Stakeholder and Civic Engagement:

Proactive stakeholder and civic engagement to foster understanding and involvement and advance Richmond's interests.

This report also supports the Social Development Strategy (2025–2035) Strategic Direction #4 Strengthen Community Voice and Engagement:

4.3 Encourage and support people with different and relevant experiences, skills and backgrounds to participate in City advisory committees and collaborative tables.

This report also supports the Richmond Youth Strategy 2022–2032 Strategic Priority #2: Voice:

2.1 Increase opportunities for youth to provide meaningful input into City-related matters that impact them including youth from equity-deserving groups.

2.2 Promote and seek youth engagement in program, service and facility development and on topics in the community that impact youth.

Analysis

The YAC is composed of up to 15 voting members, including 10 citizen appointees and five organizational representatives. The 10 citizen appointees include nine youth between 13 to 24 years and one individual over 24 years who plays a supportive role in youths' lives. The City supports the YAC by appointing a Council Liaison, Staff Liaison and Parks, Recreation and Culture Representative as non-voting members to serve as points of contact between the committee and the City, ensuring effective alignment with City policies and initiatives.

2025 Annual Report

Activities undertaken by the YAC are outlined in the 2025 Annual Report (Attachment 1). Highlights of these activities are as follows:

- Identifying priority areas of focus for 2025 based on community trends and data, input from youth and community organizations, and the City's Youth Strategy;
- Gaining knowledge about community resources and programs available to youth and young adults, including services provided by the RCMP Youth Section, Building Safer Communities Fund, Touchstone Family Association, Pathways Clubhouse and Richmond Public Library;

- Engaging in fulsome discussions to help inform the development of policies and strategies, such as:
 - The State of Youth Report to inform Canada's Youth Policy;
 - The City's Economic Development Strategy;
 - The City's Minoru Precinct Dictional Wayfinding Project; and
 - Tourism Richmond's Tourism Master Plan; and
- Providing a youth perspective on the planning and implementation of City initiatives that support actions in the City's Youth Strategy, including events such as Sunset Snacks and Employment Connections.

2026 Work Program

The 2026 Work Program (Attachment 2) outlines the YAC's priorities for 2026. The proposed priorities for the committee include:

- Acting as a resource to the City by providing recommendations and input on issues related to youth and young adults in Richmond;
- Inviting guest speakers to present on programs and services available to youth and emerging trends facing youth and young adults in Richmond in order to build YAC members' capacity in providing advice on youth-related matters;
- Providing input and feedback on the implementation of the City's Youth Strategy; and
- Promoting engagement opportunities and programs for youth that are led and supported by the City, including youth involvement in the upcoming municipal election through the City's Youth at the Booth initiative.

In 2026, the YAC will continue to meet to discuss youth-related matters, advise Council and staff as necessary, and provide a youth lens on various City initiatives that directly impact youth and young-adults in the community, as requested.

Financial Impact

None.

Conclusion

The 2025 Annual Report provides a summary of the activities undertaken by the YAC in 2025. The YAC 2026 Work Program outlines the committee's priorities for the upcoming year to provide advice to Council and staff on matters that directly impact youth and continue to support the implementation of the City's Youth Strategy. It is recommended that the YAC 2025 Annual Report be received for information and 2026 Work Program be approved.


Grace Tiu
Planner 2, Youth
(604-276-4110)

Att. 1: Richmond Youth Advisory Committee 2025 Annual Report
2: Richmond Youth Advisory Committee 2026 Work Program

8248798

Richmond Youth Advisory Committee 2025 Annual Report

Introduction

The purpose of the Richmond Youth Advisory Committee (YAC) is to act as a resource and provide advice to Council regarding the planning, development and implementation of policies, programs and services that directly impact youth and young adults in Richmond. The YAC supports the City's commitment to amplifying youth voices and ensuring their perspectives are considered. This includes supporting the implementation of the City's Youth Strategy 2022–2032.

This Annual Report serves as a summary of the YAC's key activities from the 2025 calendar year.

2025 Membership

The composition of the YAC includes up to 15 Council-appointed members – nine citizen representatives between 13 to 24 years, one citizen representative over 24 years and up to five organization representatives. The organizations represented include: Richmond Addiction Services Society (RASS), Aspire Richmond, Foundry Richmond, Vancouver Coastal Health (VCH) and Richmond School District (SD38).

The YAC consisted of 14 voting members in 2025.

Citizen Appointees

- Owen Chan, Chair
- Wendy Zhang, Vice-Chair
- Jasamine Bains, Citizen Member
- Maryum Butt, Citizen Member
- Ekatarina Gofsky, Citizen Member
- Mengna Ma, Citizen Member
- Nayis Majumder, Citizen Member
- Miranda Se, Citizen Member
- Priesha Thakur, Citizen Member
- Joe Vu, Citizen Member

Organizational Representatives

- Ravinder Johal, SD38
- Alvin Li, RASS
- Jason Liu, Aspire Richmond
- Gregg Loo, VCH and Foundry Richmond

The YAC also included four non-voting representatives. The four non-voting members included:

- Councillor Carol Day, Council Liaison
- Stefanie Myler, Area Coordinator, Parks, Recreation and Culture Representative
- Gabriel Narciso, Recording Secretary
- Grace Tiu, Planner 2 (Youth), Staff Liaison

2025 Highlights

The YAC held nine meetings in between January and November 2025. The committee provided a youth perspective on a number of City strategies and initiatives, as well as current and emerging trends. Committee members also gained an awareness of the programs and services available to youth in the community, which they actively shared amongst their networks.

Highlights of the YAC's work and participation in youth-related initiatives in 2025 included:

- **Guest Speakers** – Numerous guest speakers shared information and sought input from YAC members. Invited guests in 2025 included:
 - Sergeant Thomas Ohara, RCMP (Youth Section programs)
 - Kiran Shergill, City of Richmond (Building Safer Communities Fund)
 - Florence Bergeron and Roy Murnaghan, Students Commission of Canada (State of Youth Report to inform Canada's Youth Policy)
 - Paul Clark and Jordan Young, Intervistas and Susan Rybar, Vardo Creative (Tourism Richmond's Tourism Master Plan engagement)
 - Shant Goswami, City of Richmond (City's DEI roles)
 - Naaz Sidhu, Richmond Multicultural Community Services (RMCS) (insights from RMCS' BIPOC Inclusion and Capacity Building Anti-Racism Series)
 - Ash O'Grady, Andy Buitrago and Soph Lim-Metz, Pathways Clubhouse (Youth and Youth Adults Programs available to youth)
 - Jyotika Dangwal, City of Richmond (City's draft Social Development Strategy)
 - Mohamed Ibramin, Touchstone Family Association (programs available to youth and families)
 - Hashir Safi and Julie-Anne Toda-Sinclair, City of Richmond (engagement on the City's Economic Development Strategy)
 - Genevieve Valleau, Richmond Public Library (Teen Ambassador program and programs available to youth)
- **Annual Work Program** – In 2025, YAC identified priority areas of focus and aligned them to its Work Program and the Council-adopted Youth Strategy. YAC is committed to supporting the City in the ongoing Youth Strategy implementation.

- **Engagement and Discussion** – The YAC provided insights into current and emerging youth trends related to physical activity; sense of belonging and the role of supportive adults; and enhancing promotion of youth programs and services. Feedback was shared with appropriate City departments and partners. YAC representatives attended a focused discussion on the Minoru Precinct Directional Wayfinding Project and a virtual information session on the Richmond Official Community Plan Update. YAC members were invited to participate in Let's Talk Richmond surveys about the Lansdowne Parks and Open Space Master Plan, the draft Social Development Strategy and the Economic Development Strategy. Committee members were also encouraged to share these engagements with youth in their networks.
- **Involvement in City Initiatives** – YAC members participated in City initiatives that support actions in the City's Youth Strategy. A YAC member joined the planning team for Sunset Snacks, a summer event hosted by the City, Kwantlen Polytechnic University and Vancouver Coastal Health. This event aimed to encourage youth to connect with one another and spend time outdoors. YAC representatives are currently involved in the planning of Employment Connections, an event to connect youth with employment-related community supports. Youth involvement ensures that these initiatives consider youth perspectives and are responsive to youth needs.
- **Parks, Recreation and Culture Monthly Reports** – Through the monthly reports presented by the Parks, Recreation and Culture Representative, YAC members gained further knowledge of the programs and services offered to youth by the City and Community Associations and Societies. Discussions at YAC meetings also provided an opportunity for committee members to provide feedback and insights to help inform the planning and implementation of Parks, Recreation and Culture programs and services for youth and young adults.

Conclusion and Acknowledgments

In 2025, YAC continued to demonstrate its commitment to ensuring youth voices are included in the policies, programs and services that impact them the most. Through YAC's work, the committee supported the implementation of the City's Youth Strategy, contributed to a deeper understanding of emerging youth needs and trends, and provided input on several plans, strategies, discussions and initiatives related to youth.

The Richmond Youth Advisory Committee would like to extend our gratitude to the Mayor and Councillors for their continued support. The committee would also like to thank Council Liaison Carol Day for keeping the YAC informed about issues arising and resources that impact youth.

Report prepared by:

*Owen Chan, Chair
Richmond Youth Advisory Committee*

**Richmond Youth Advisory Committee
2026 Work Program**

The Richmond Youth Advisory Committee's (YAC) proposed 2026 Work Program outlines several initiatives with associated actions that support the YAC's mandate to act as a resource and provide advice to Council regarding the planning, development and implementation of policies, programs and services that directly impact youth and young adults in Richmond.

YAC Proposed 2026 Work Program		
Initiative	Actions	Expected Outcome
1. Participate in a YAC orientation and identify priority topics of interest and opportunities to form subcommittees.	<p>1.1 Members participate in an orientation to the YAC to learn about the roles and responsibilities of advisory committee members, the YAC Terms of Reference and the City's current strategies and initiatives related to youth.</p> <p>1.2 Members may indicate an interest in participating in YAC subcommittees and taking on additional related roles within the scope of the YAC Terms of Reference.</p>	<p>Members are aware of and understand the following:</p> <ul style="list-style-type: none"> • The YAC Terms of Reference • Their role as an appointed member of the YAC • The YAC 2026 Work Program • Current City strategies and initiatives related to youth • Additional opportunities for involvement as part of the YAC
2. Build on knowledge and understanding of youth issues and emerging trends through information sharing, guest speakers and educational opportunities.	<p>2.1 Monitor issues and emerging trends that impact or benefit youth in the community by inviting guest speakers to present at regular YAC meetings.</p> <p>2.2 Provide youth perspective to contribute to a deeper understanding of emerging trends.</p> <p>2.3 Identify and participate in internal and external youth-related educational opportunities, information sessions and special events to learn about issues and trends impacting youth that can inform the City's policies or practices.</p>	<p>Members of the YAC are informed of issues and trends raised by Richmond youth and that impact Richmond youth.</p> <p>The YAC is informed and well-equipped to provide youth perspectives and recommendations to City staff and Council.</p>

YAC Proposed 2026 Work Program		
Initiative	Actions	Expected Outcome
3. Act as a resource to the City by providing recommendations and perspectives on issues relating to youth in Richmond.	<p>3.1 Respond to Council requests and provide advice on issues relating to youth in Richmond, including opportunities for youth engagement at the upcoming municipal election.</p> <p>3.2 Provide input on City plans, strategies, projects and policies that impact youth, as requested.</p> <p>3.3 Participate in and promote initiatives related to the implementation of the Youth Strategy.</p> <p>3.4 Provide input and feedback to City staff on programs and services for youth.</p>	<p>Members of the YAC provide ongoing feedback on City strategies, policies and initiatives related to youth.</p> <p>YAC work is aligned with City priorities related to youth in Richmond.</p> <p>YAC work informs policy and initiatives related to youth.</p>
4. Support the implementation of the City's Youth Strategy.	<p>4.1 Provide input and feedback on initiatives led and supported by the City that address actions identified in the Youth Strategy, as requested.</p> <p>4.2 Participate in initiatives related to the implementation of the Youth Strategy, as appropriate.</p>	Members of the YAC are involved in the implementation of actions listed in the Youth Strategy, as appropriate.
5. Encourage public awareness and engagement on youth-related matters.	5.1 Promote opportunities for youth to participate in public engagement opportunities and programs led and supported by the City.	The YAC helps to increase awareness of opportunities for Richmond youth to provide input on initiatives that impact them.



City of Richmond

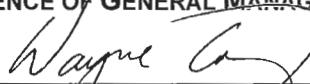
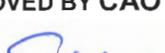
Report to Committee

Staff Recommendations

1. That the Richmond Social Development Advisory Committee's 2025 Annual Report, as outlined in the report titled "Richmond Social Development Advisory Committee 2025 Annual Report and 2026 Work Program", dated December 19, 2025, from the Director, Community Social Development, be endorsed; and
2. That the Richmond Social Development Advisory Committee's 2026 Work Program be approved.

Kim Somerville
Director, Community Social Development
(604-247-4671)

Att. 2

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER	
	
SENIOR STAFF REPORT REVIEW	
INITIALS:	<i>CG</i>
APPROVED BY CAO	
	

Staff Report

Origin

The Richmond Social Development Advisory Committee (RSDAC) was established in February 2025 to act as a resource and provide advice to City Council regarding social policies and services that contribute to the social well-being and quality of life of Richmond community members.

This report supports Council's Strategic Plan 2022–2026 Focus Area #1 Proactive in Stakeholder and Civic Engagement:

Proactive stakeholder and civic engagement to foster understanding and involvement and advance Richmond's interests.

This report also supports Council's Strategic Plan 2022–2026 Focus Area #6 A Vibrant, Resilient and Active Community:

Vibrant, resilient and active communities supported by a wide variety of opportunities to get involved, build relationships and access resources.

Analysis

The RSDAC is composed of up to 15 voting members, including two citizen appointees and 13 organizational representatives that represent non-profit organizations with expertise across diverse areas of social development. The City supports the RSDAC by appointing a City Council Liaison and Staff Liaison as non-voting members to serve as the primary point of contact between the Committee and the City, ensuring effective communication and alignment with City initiatives.

2025 Annual Report

In its inaugural year, the RSDAC convened its first meeting in July 2025. Activities undertaken by the RSDAC are outlined in the 2025 Annual Report (Attachment 1). Highlights of the Committee's work included:

- Engaging in a work planning process to identify aligned values, contributions and commitments among RSDAC members to advancing social development in Richmond.
- Providing valuable input on the development of the Social Development Strategy (2025–2035).
- Staying informed of updates to the Social Development Strategy (2025–2035) and other City initiatives that advance the social well-being of community members, including:
 - Inviting staff to present on the Social Development Strategy's community engagement findings and draft strategic directions and priority actions; and
 - Advising staff on the City's new Economic Development Strategy to support synergies between social and economic development goals and to advance social equity and inclusion in Richmond's economic future.

2026 Work Program

The 2026 Work Program (Attachment 2) outlines the RSDAC's priorities in the coming year. The proposed 2026 Work Program priorities for the Committee include:

- Providing input on the implementation of initiatives to advance actions in the Social Development Strategy (2025–2035);
- Pursuing opportunities to collaborate on priority social issues that require cross-sectoral partnerships and joint initiatives; and
- Organizing and hosting presentations from other groups in the community to learn more about social development best practices that can be applied in Richmond.

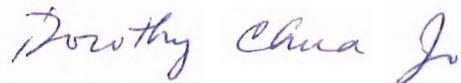
The RSDAC will continue to provide recommendations on the City's response to current and emerging social trends and needs in Richmond, drawing on the Committee's expertise and diverse perspectives on priority social issues within the community. The RSDAC is committed to supporting the objectives of the Social Development Strategy (2025–2035), including advising on the Strategy's implementation in addition to various City initiatives as requested.

Financial Impact

None.

Conclusion

The RSDAC 2025 Annual Report provides a summary of the activities undertaken by the Committee during its inaugural year. The RSDAC 2026 Work Program outlines the Committee's priorities for 2026 to advance social policies and services that contribute to the social well-being and quality of life of Richmond community members. It is recommended that the RSDAC 2025 Annual Report be endorsed and 2026 Work Program be approved.



Dorothy Jo
Program Manager, Social Planning
(604-276-4391)

Att. 1: Richmond Social Development Advisory Committee 2025 Annual Report
2: Richmond Social Development Advisory Committee 2026 Work Program

Richmond Social Development Advisory Committee 2025 Annual Report

Introduction

The RSDAC acts as a resource and provides advice to City Council regarding social policies and services that contribute to the social well-being and quality of life of Richmond community members. Through its role, the RSDAC also supports the implementation and monitoring of the Social Development Strategy (2025–2035). The Richmond Social Development Advisory Committee (RSDAC) was established by City Council on February 24, 2025, with its inaugural meeting held on July 10, 2025. The 2025 RSDAC Annual Report is prepared for Council in accordance with the Terms of Reference. This report serves as a summary of the RSDAC's key activities, highlights and guest presentations from the 2025 calendar year.

2025 Membership

The RSDAC is composed of up to 15 voting members, including two citizen appointees and 13 organizational representatives. These organizations have demonstrated leadership and expertise across diverse areas of social development, including newcomer integration, mental health and addiction, accessibility, food security, poverty reduction, children, youth and families, and homelessness. In 2025, the RSDAC had 13 voting members and two organizational representative vacancies (Chimo Community Services and the Ministry of Social Development and Poverty Reduction) which are expected to be filled in 2026.

Citizen Appointees:

- Farzana (Ana) Himani
- Guang (Light) Ma

Organizational Representatives:

- Parm Grewal, Richmond Multicultural Community Services
- Hajira Hussain, Richmond Food Bank Society
- Ravinder Johal, Richmond School District
- Mae Malixi, Turning Point Recovery Society
- Nancy Pagani, Richmond Centre for Disability
- Prabath Pullay, The Salvation Army
- Daniel Remedios (Chair), Richmond Addiction Services Society
- Daniel Suen, Connections Community Services Society
- Jo-Ann Tait (Vice-Chair), Vancouver Coastal Health
- Ruth Taverner, Richmond Family Place
- Susan Walters, Richmond Public Library

Non-Voting City of Richmond Representatives:

- Councillor Bill McNulty, Council Liaison
- Dorothy Jo, Program Manager, Social Planning, Staff Liaison
- Olivia Pow, Planner 2 (Social Planning), Recording Secretary

2025 Meeting Highlights

The RSDAC held four meetings in 2025 between July and November 2025. Meetings focused on building committee capacity for effective collaboration to fulfill its mandate, sharing knowledge on current and emerging social issues, and providing input on City strategies and initiatives related to social development. Highlights of the 2025 RSDAC meetings are outlined below:

1. The RSDAC engaged in a work planning process, which involved a review of the Committee's Terms of Reference and the City's Draft Social Development Strategy (2025–2035). The Committee discussed shared values, member contributions towards key areas of social need, and commitments to advancing social development in Richmond as identified by the Social Development Strategy.
2. The RSDAC shared their expertise and knowledge during the development and completion of the Social Development Strategy (2025–2035). This included approaches to engaging equity-deserving groups during community engagement, providing feedback on the recommended actions included in the draft strategy, and discussing strategies for implementation and evaluation, as well as opportunities to strengthen collective impact.

Guest Speakers and Presenters

The RSDAC hosted guest speakers to highlight forthcoming City strategies and initiatives and to discuss opportunities to strengthen collaboration on intersecting and priority social issues in Richmond. Invited guests included:

July

Draft Social Development Strategy Overview, Melanie Burner, City of Richmond

Melanie Burner presented a broad overview of the Draft Social Development Strategy, introducing the strategy's purpose, initial community engagement process, community profile and summarizing key themes, findings and proposed strategic directions.

October

Draft Social Development Strategy Phase 2 Community Engagement, Jyotika Dangwal, City of Richmond

Jyotika Dangwal built on the earlier overview by examining key themes and findings in detail, outlining draft priority actions for the proposed strategic directions, sharing engagement opportunities for the second phase of community engagement, and discussing next steps toward finalizing the strategy.

November

New Economic Development Strategy, Julie-Anne Toda-Sinclair, City of Richmond

Julie-Anne Toda-Sinclair presented on the new Economic Development Strategy, which will address both current and future needs to keep Richmond competitive and resilient. The new strategy will guide Richmond in supporting a resilient, inclusive, and sustainable economy that balances growth, environmental responsibility and community well-being.

Summary of Phase 2 Community Engagement Results, Jyotika Dangwal, City of Richmond
Jyotika Dangwal shared results from the second phase of community engagement on the Draft Social Development Strategy, outlining public feedback, planned revisions to the strategy and next steps, including the forthcoming report for Council's adoption of the final strategy.

Conclusion and Acknowledgements

Since its inaugural meeting in July 2025, the Richmond Social Development Advisory Committee demonstrated its commitment to advancing social development in Richmond. Through its work, the Committee supported the development of the Social Development Strategy (2025–2035) and contributed to a deeper understanding of emerging social issues in the community. We look forward to building on this work in 2026, with a focus on supporting implementation and monitoring progress of the Social Development Strategy (2025–2035) and fostering collaboration across sectors to address priority social needs in Richmond.

We thank our Council Liaison Bill McNulty for keeping the RSDAC informed on Council issues, and Dorothy Jo, Staff Liaison, for her guidance and coordination since the Committee was established early this year.

Respectfully submitted by:

*Daniel Remedios
Chair, Richmond Social Development Advisory Committee*

**Richmond Social Development Advisory Committee
2026 Work Program**

The proposed 2026 Work Program aligns with the Richmond Social Development Advisory Committee's (RSDAC) mandate to act as a resource and provide advice to City Council regarding priority social issues in the community and the implementation and monitoring of the City's Social Development Strategy 2025–2035.

This Work Program supports City Council's Strategic Plan 2022–2026 Strategic Focus Area #1 Proactive in Stakeholder and Civic Engagement:

1.2 Advocate for the needs of Richmond in collaboration with partners and stakeholders.

This Work Program also supports City Council's Strategic Plan 2022–2026 Strategic Focus Area #6 A Vibrant, Resilient and Active Community:

6.1 Advance a variety of program, services, and community amenities to support diverse needs and interests and activate the community.

RSDAC 2026 Work Program

The RSDAC will give priority to the following initiatives in 2026 as outlined in the table below.

Richmond Social Development Advisory Committee 2026 Work Program	
#1	Act as a resource and provide advice to City Council regarding issues and opportunities related to social development.
RSDAC Actions	<ul style="list-style-type: none"> Provide input on Council referrals through the Staff Liaison, as appropriate. Deliver formal presentations or written submissions to Council on topics related to social development.
Expected Outcome(s)	<ul style="list-style-type: none"> Council receives timely, relevant and community-informed advice to guide policy decisions. Council is equipped to address emerging issues as they arise.
#2	Provide input on the implementation of initiatives to advance actions in the Social Development Strategy 2025–2035.
RSDAC Actions	<ul style="list-style-type: none"> Provide input on proposed City strategies, programs, initiatives or policies that advance social development, including those from other City departments that impact the social well-being of the community. Compile an inventory of existing community programs and services to identify gaps and opportunities. Participate in discussions on advancing Strategic Direction #1: Improve Access to Basic Needs, including mapping existing resources available through RSDAC members.
Expected Outcome(s)	<ul style="list-style-type: none"> City initiatives better reflect the needs and priorities of diverse populations.
#3	Identify emerging issues, trends and best practices related to social development in Richmond.
RSDAC Actions	<ul style="list-style-type: none"> Track demographic shifts, economic pressures and public health data to identify new challenges or opportunities. Discuss any key social issues or concerns impacting Richmond residents. Track changes in provincial and federal policies, funding programs and sector-wide initiatives that impact Richmond.
Expected Outcome(s)	<ul style="list-style-type: none"> The City is alerted early to emerging social issues. Residents feel their experiences and insights are reflected in City priorities.
#4	Assist in the development of metrics to support the monitoring and evaluation of the Social Development Strategy in order to measure successes and progress related to policy, initiatives, programs and services.
RSDAC Actions	<ul style="list-style-type: none"> Collaborate with City staff and key partners to identify meaningful indicators aligned with the Strategy's goals. Assess current data sets and reporting tools to determine what can be leveraged or improved. Suggest metrics that reflect lived experiences, equity outcomes and community impact. Provide feedback on draft evaluation tools before full implementation.
Expected Outcome(s)	<ul style="list-style-type: none"> The City adopts indicators that effectively measure progress toward social development goals. The City uses evaluation results to refine programs and allocate resources more effectively to better meet community needs.

	<ul style="list-style-type: none"> • The public can track how initiatives are performing over time.
#5	Pursue opportunities to collaborate on priority social issues that require cross-sectoral partnerships and joint initiatives.
RSDAC Actions	<ul style="list-style-type: none"> • Monitor member agencies' needs through discussions at meetings and other mechanisms, such as surveys and interviews. • Participate in committees and/or task groups that align with the RSDAC's mandate. • Map overlapping goals among City departments, nonprofits, health authority, school district, and other key partners. • Promote sharing of data, best practices and lessons learned between sectors to strengthen collective impact.
Expected Outcome(s)	<ul style="list-style-type: none"> • Members are able to work together and collaborate on joint initiatives that align with the RSDAC's mandate. • Increased coordination between the City and community organizations leads to more effective service delivery. • Programs and services address complex issues more effectively through integrated approaches. • Shared efforts reduce duplication and maximize impact across sectors.
#6	Organize and host presentations from other groups in the community to learn more about social development best practices that can be applied in Richmond.
RSDAC Actions	<ul style="list-style-type: none"> • Invite guest speakers to present on topics relevant to membership and their clients. • Organizational members and/or groups in Richmond to present on initiatives that address the unique challenges in Richmond.
Expected Outcome(s)	<ul style="list-style-type: none"> • Members are informed about best practices on social service issues. • Members are able to network with and learn from each other as well as from guest speakers.
#7	Produce work programs, annual reports and other relevant reports for Council endorsement or approval.
RSDAC Actions	<ul style="list-style-type: none"> • Prepare and submit an annual report for 2026 and a proposed work program for 2027.
Expected Outcome(s)	<ul style="list-style-type: none"> • A summary of key activities of the Committee is included in the annual report and a list of key actions that will be undertaken in the upcoming year is included in the proposed work program.



City of Richmond

Report to Committee

To: Planning Committee **Date:** December 15, 2025
From: Joshua Reis **File:** RZ 24-049110
Director, Development
Re: **Application by Haven Craft Homes Ltd. for Rezoning at 8560 Heather Street from “Small-Scale Multi-Unit Housing (RSM/M)” Zone to “Small-Scale Multi-Unit Housing (RSM/S)” Zone**

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10730, for the rezoning of 8560 Heather Street from “Small-Scale Multi-Unit Housing (RSM/M)” to “Small-Scale Multi-Unit Housing (RSM/S)” zone, be introduced and given first, second and third reading.

Joshua Reis
Director, Development
(604-247-4625)

JR:eml
Att. 6

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Housing Office Transportation Engineering	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	

Staff Report**Origin**

Haven Craft Homes Ltd. (Hari Gill), on behalf of the property owner (Gurinder Birring), has applied to the City of Richmond to rezone 8560 Heather Street from “Small-Scale Multi-Unit Housing (RSM/M)” zone to “Small-Scale Multi-Unit Housing (RSM/S)” zone to facilitate the property to be subdivided to create two new lots. The applicant proposed to construct a single-family dwelling on each new lot, each with a secondary suite. Access is to be provided from Heather Street. A location map and aerial photograph of the subject site are provided in Attachment 1. A survey of the proposed subdivision is provided in Attachment 2.

Findings of Fact

A Development Application Data sheet providing details of the development proposal is provided in Attachment 3.

Subject Site and Existing Housing Profile

The existing single-family dwelling is currently owner-occupied.

Surrounding Development

Development immediately surrounding the site is as follows:

- To the North: Single-family residential developments on lots zoned “Small-Scale Multi-Unit Housing (RSM/M)” fronting Dayton Avenue.
- To the South: A single-family residential development on a lot zoned “Small-Scale Multi-Unit Housing (RSM/S)” fronting Heather Street.
- To the East: A single-family residential development on a lot zoned “Small-Scale Multi-Unit Housing (RSM/S)” fronting Dayton Avenue.
- To the West: Single-family residential developments on lots zoned “Small-Scale Multi-Unit Housing (RSM/M)” and “Small-Scale Multi-Unit Housing (RSM/S)” fronting Heather Street.

Existing Legal Encumbrances

There is an existing 3.0 metre wide Statutory Right-of-Way (SRW) along the subject site’s east property line for sanitary sewer services. The applicant is aware that encroachment into the SRW is not permitted.

Related Policies & Studies**Official Community Plan – Broadmoor Planning Area**

The subject property is designated as “Neighbourhood Residential” in the Official Community Plan (OCP) and is located in the Broadmoor Planning Area and is designated for “Low Density Residential in the Broadmoor Area – Ash Street Sub Area Plan (Attachment 4).

The City has considered a number of rezoning applications in the area, which have resulted in lots between 9.0 and 10.0 m wide (11.0 m for corner lots). The proposed rezoning and subdivision are consistent with the designation.

Floodplain Management Implementation Strategy

The proposed redevelopment must meet the requirements of the Richmond Floodplain Designation and Protection Bylaw 8204. Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

Public Consultation

A rezoning sign has been installed on the subject site. Staff have not received any comments from the public about the rezoning application to date.

Bill 44 prohibits a Local Government from holding a Public Hearing on a residential rezoning bylaw that is consistent with the OCP. The proposed rezoning meets the conditions established in Bill 44 and is consistent with the OCP. Accordingly, City Council may not hold a Public Hearing on the subject rezoning application.

Analysis

This redevelopment proposes to rezone and subdivide an existing single-family lot into two new single-family lots with vehicular access for both new lots off Heather Street. This rezoning and subdivision are consistent with the lot fabric and vehicular access along Heather Street. Similar applications to rezone and subdivide properties have been approved in the surrounding neighbourhood.

Transportation and Site Access

The subject site currently has vehicle access from Heather Street. Vehicle access to the proposed Lot 1 and proposed Lot 2 will be from Heather Street. The existing driveway to the site from Heather Street is to be closed permanently. The applicant will be responsible for the removal of the existing driveway letdown. The new driveway crossings are to be constructed to meet the requirements of the City of Richmond's Engineering Design Specifications. This work is to be designed and constructed as part of the required Servicing Agreement (SA) to be entered into prior to subdivision.

Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report, which identifies on-site and off-site tree species, assesses tree structure and condition and provides recommendations on tree retention and removal relative to the proposed development.

The City's Tree Preservation Coordinator and Parks Department have reviewed the Arborist's Report and support the Arborist's findings with the following comments:

- Two (2) trees, tag #0706 (cherry tree, 51cm caliper) and tag #0707 (cherry tree, 47 cm caliper) are both in very poor condition.

Tree #0706 has been repeatedly topped and is also in conflict with the driveway access. Tree #0707 has been severely topped, and the main stem is compromised. Both trees are recommended for removal with replacement at a 2:1 ratio.

The applicant is required to plant replacement trees at a ratio of 2:1 as per the OCP. Replacement trees are to be of the following minimum sizes.

No. of New and Replacement Trees	Minimum Caliper of Deciduous Replacement Trees	Minimum Height of Coniferous Replacement Tree
4	8.0 cm	4.0 m

Prior to final adoption of the rezoning bylaw, the applicant must submit a Landscape Security of \$3,000.00 (\$750/tree) to ensure that all four new trees will be planted, monitored and maintained. A tree management plan is provided in Attachment 5.

Affordable Housing Strategy

The applicant proposes to construct a second unit (which can include a secondary suite) on each future lot. The second unit would be a minimum area of 33.7 m² (356.58 ft²). To ensure that two units are 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 to each lot, stating that no final Building Permit (BP) inspection will be granted until two units (which may include a secondary suite being a minimum one-bedroom 33.7 m² [356.58 ft²] in size) is constructed to the satisfaction of the City in accordance with the BC Building Code and Richmond Zoning Bylaw 8500 or, the owner submits to the City a cash contribution in lieu of a second dwelling unit on a future lot, consistent with the Affordable Housing Strategy.

Registration of this legal agreement is required prior to final adoption of the rezoning bylaw.

Sustainability

Prior to BP issuance, the applicant will be required to submit a report, signed and sealed by a Qualified Professional, confirming that the proposed design is compliant with the energy efficiency targets as set out in the BC Energy Step Code: either to Step 5 w/ EL-2 or Step 4 w/ EL-3 or alternatively Step 3 w/ EL-4.

Site Servicing and Frontage Improvements

Prior to subdivision approval, the applicant must enter into an SA for the design and construction of the required site servicing and frontage improvements as described in Attachment 6, including but not limited to:

- Removal of the existing driveway letdown;
- Installation of two new driveway crossings;
- Heather Street frontage to be upgraded with a new 2.0 m sidewalk at the property line, a new 1.5 m treed/grassed boulevard and a new 0.15 m curb and gutter; and
- water, storm and sanitary service connections.

Complete details of the site servicing and frontage improvements required for this application are included in the rezoning considerations in Attachment 6.

Financial Impact

This rezoning application results in an insignificant Operational Budget Impact (OBI) for off-site City infrastructure.

Conclusion

This application is to rezone the property at 8560 Heather Street from "Small-Scale Multi Unit Housing (RSM/M)" zone to "Small-Scale Multi Unit Housing (RSM/S)" zone to permit the property to be subdivided to create two new lots, each with a single-family home and a secondary suite.

This rezoning application complies with the land use designations and applicable policies for the subject site that are contained within the OCP.

The list of rezoning considerations are included in Attachment 6, which has been agreed to by the applicant (signed concurrence on file).

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10730 be introduced and given first, second and third reading.



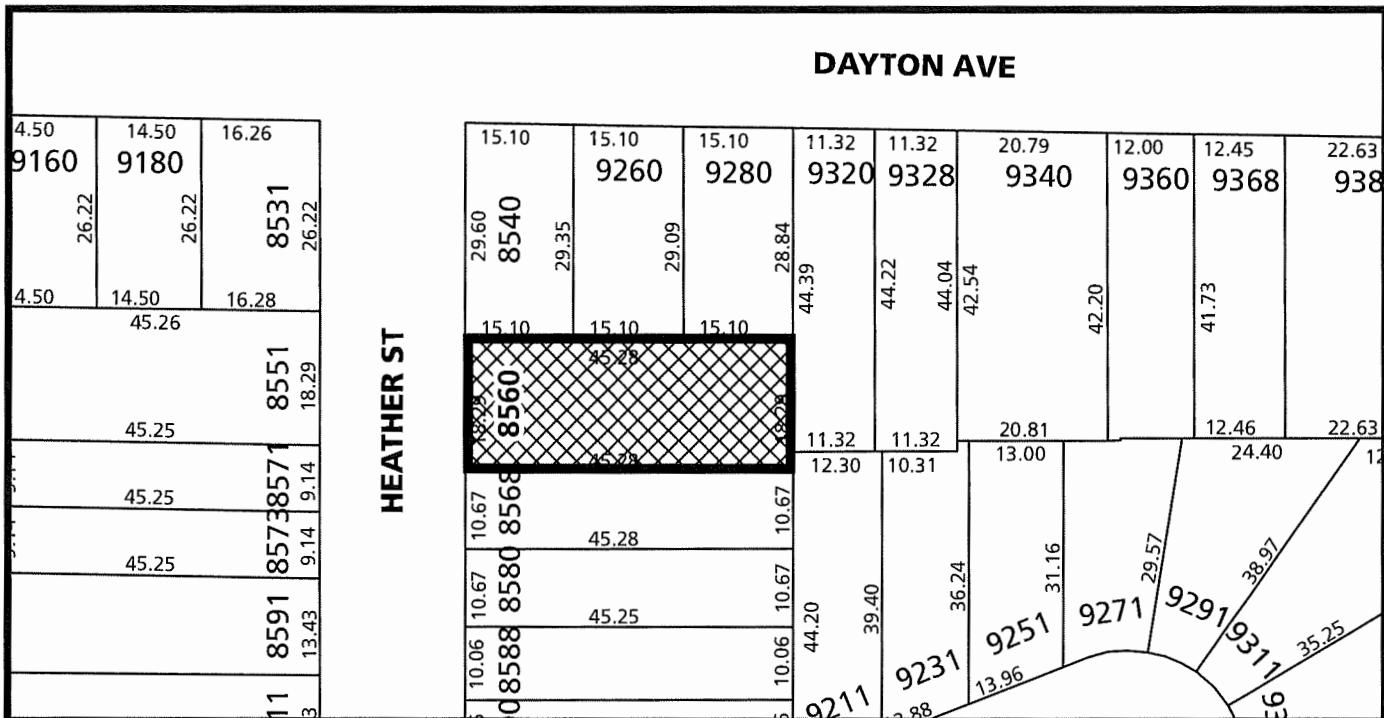
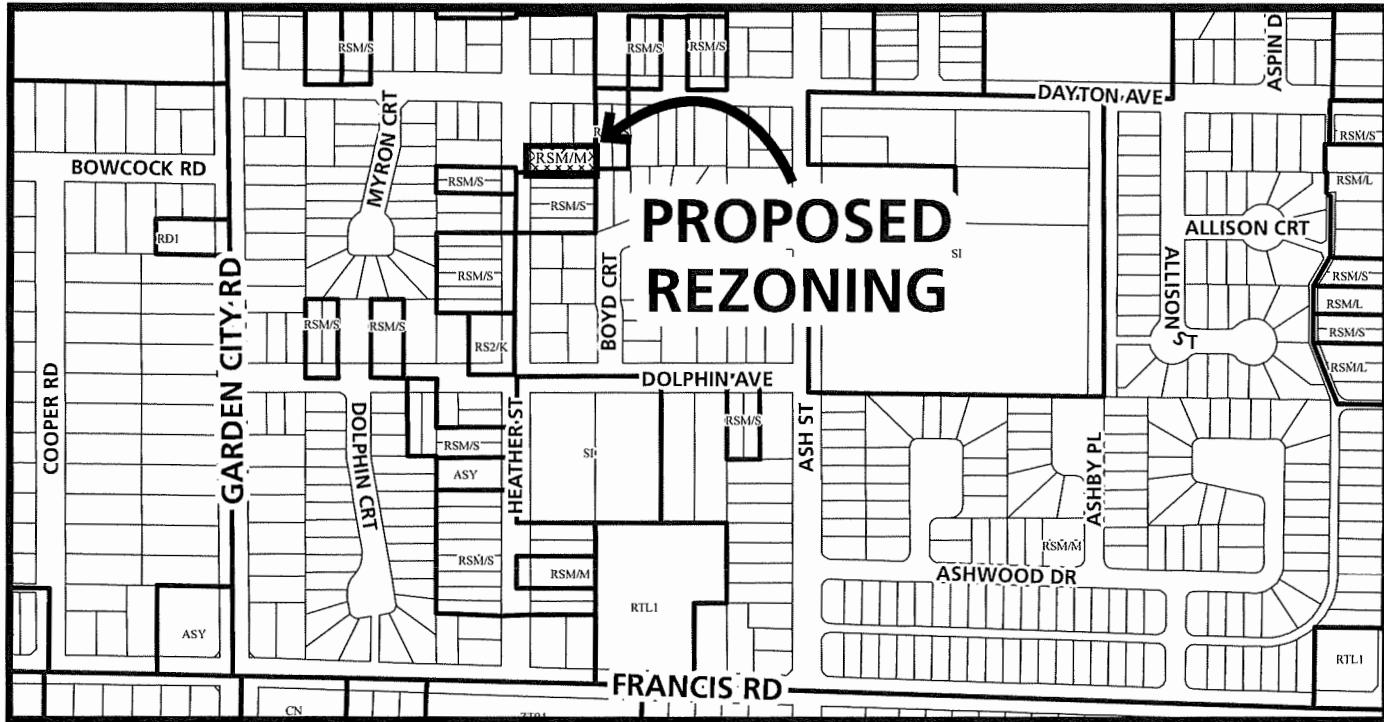
Emma Lovas
Planning Technician – Design
(604-276-4262)

EML:js

Att. 1. Location Map
2. Site Survey and Subdivision Plan
3. Development Application Data Sheet
4. Ash Street Sub-Area Plan Bylaw 7100
5. Tree Management Plan
6. Rezoning Considerations



City of Richmond

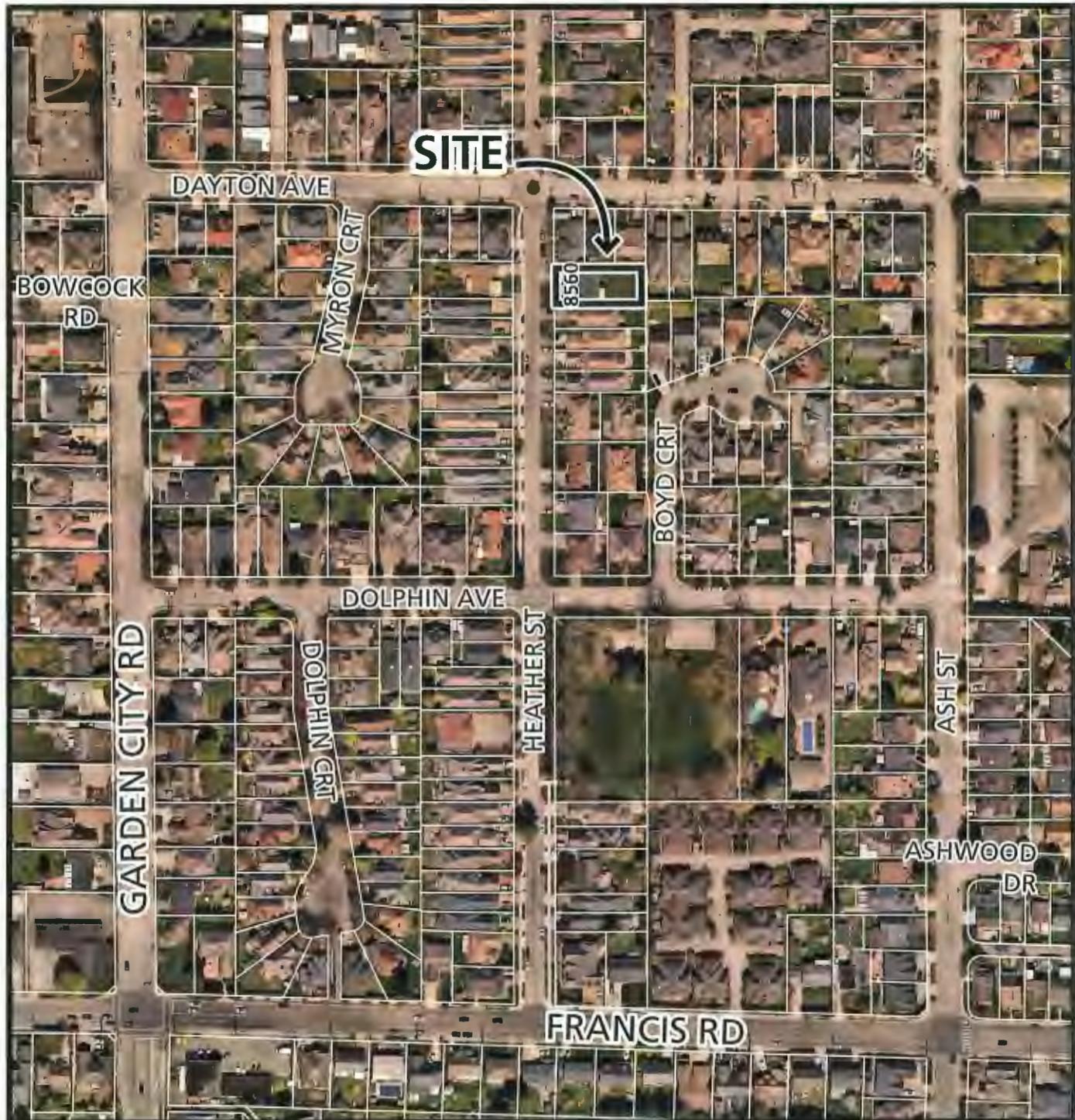


RZ 24-049110

Original Date: 12/19/24
Revision Date:
Note: Dimensions are in METRES



City of Richmond



RZ 24-049110

Original Date: 12/10/24

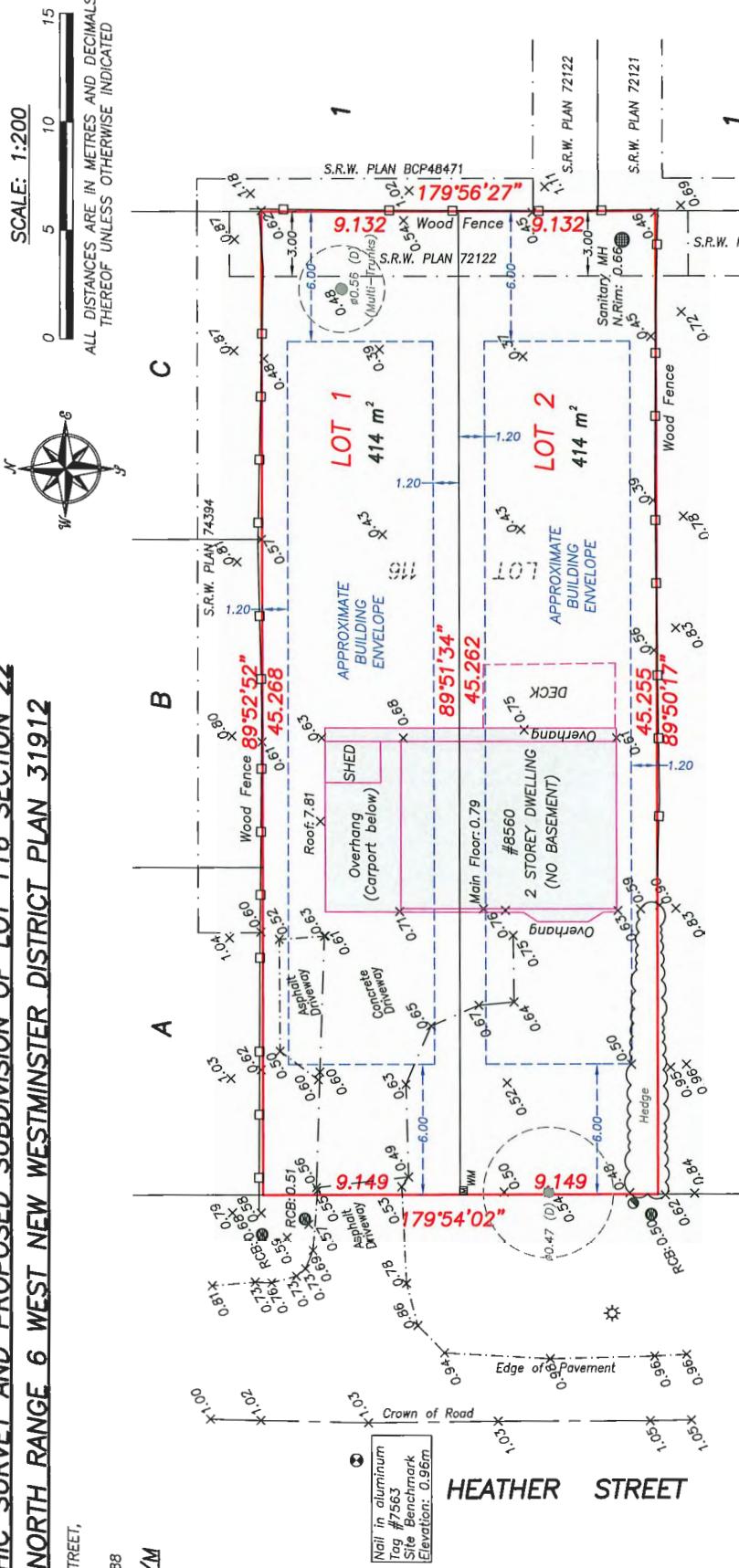
Revision Date:

Note: Dimensions are in METRES

TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION OF LOT 116 SECTION 22
BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN 31912

#8560 HEATHER STREET,
 RICHMOND, B.C.
 P.I.D. 000-506-788

ZONING: RSM/M



CERTIFIED CORRECT:
 LOT DIMENSION ACCORDING TO
 FIELD SURVEY.

NOTE: Use site Benchmark Tag #7563 for construction elevation control.

JOHNSON C. TAM, B.C.I.S., C.L.S.
 JULY 2nd, 2024.

LEGEND:
 (D) denotes deciduous
 (R) denotes round catch basin
 MH (M) denotes manhole
 WY (W) denotes water meter
 LS (L) denotes lamp standard
 P (P) denotes power post



City of Richmond

Development Application Data Sheet

Development Applications Department
6911 No. 3 Road, Richmond, BC V6Y 2C1

RZ 24-049110

Attachment 3

Address: 8560 Heather Street
Applicant: Haven Craft Homes Ltd.
Planning Area(s): Broadmoor

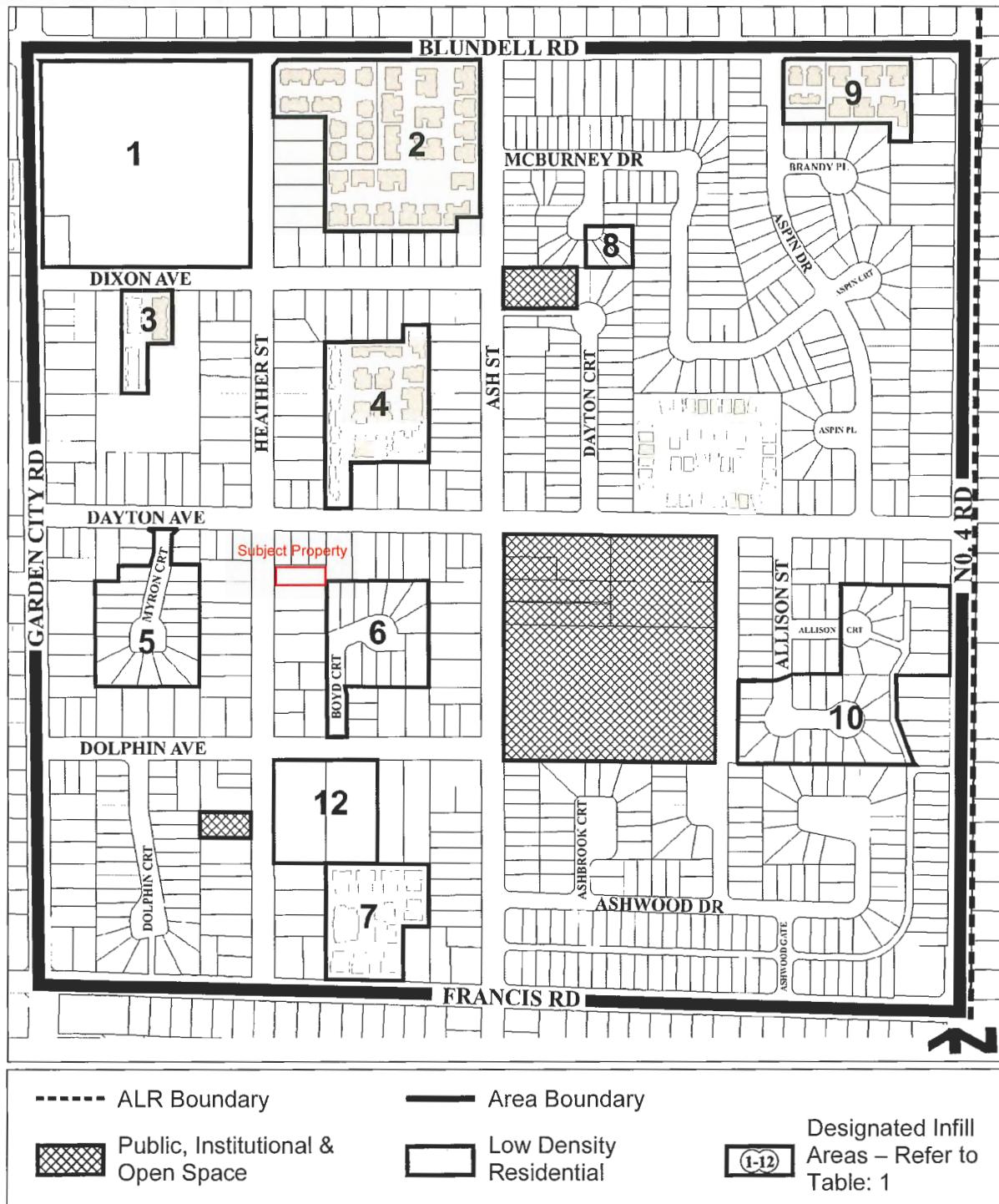
	Existing	Proposed
Site Area	828.0 m ²	Lot 1: 414.0 m ² Lot 2: 414.0 m ²
Land Uses	Single-Detached	Single-Detached
OCP Designation	Neighbourhood Residential	Neighbourhood Residential
Zoning:	Small-Scale Multi-Unit Housing (RSM/M)	Small-Scale Multi-Unit Housing (RSM/S)
Number of Units	1	Lot 1: 2 Lot 2: 2

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio	Max. 0.55 for lot area up to 464.5 m ² plus 0.3 for area in excess of 464.5m ²	Max. 0.55 for lot area up to 464.5 m ² plus 0.3 for area in excess of 464.5m ²	None permitted
Lot Coverage (% of lot area)	Building: Max. 45% Non-Porous Surfaces: Max. 70%	Building: Max. 45% Non-Porous Surfaces: Max. 70%	None permitted
Setback – Front Yard	Min. 6.0 m	Lot 1: 7.93 m Lot 2: 7.93 m	None permitted
Setback – North Side Yard	Min. 1.2 m	Lot 1:1.23m Lot 2:1.20m	None permitted
Setback – South Side Yard	Min. 1.2 m	Lot 1: 1.22m Lot 2: 1.23m	None permitted
Setback – Rear Yard	Min. 6.0 m	Lot 1: 12.8 m Lot 2: 12.7 m	None permitted
Height (m)	Max. 10.0 m	Lot 1: 9.0 m Lot 2: 9.0 m	None permitted
Lot Size	270.0 m ²	Lot 1: 414.0 m ² Lot 2: 414.0 m ²	None permitted
Off-street Parking Spaces	0.5 per unit	4 (2 per lot)	None permitted

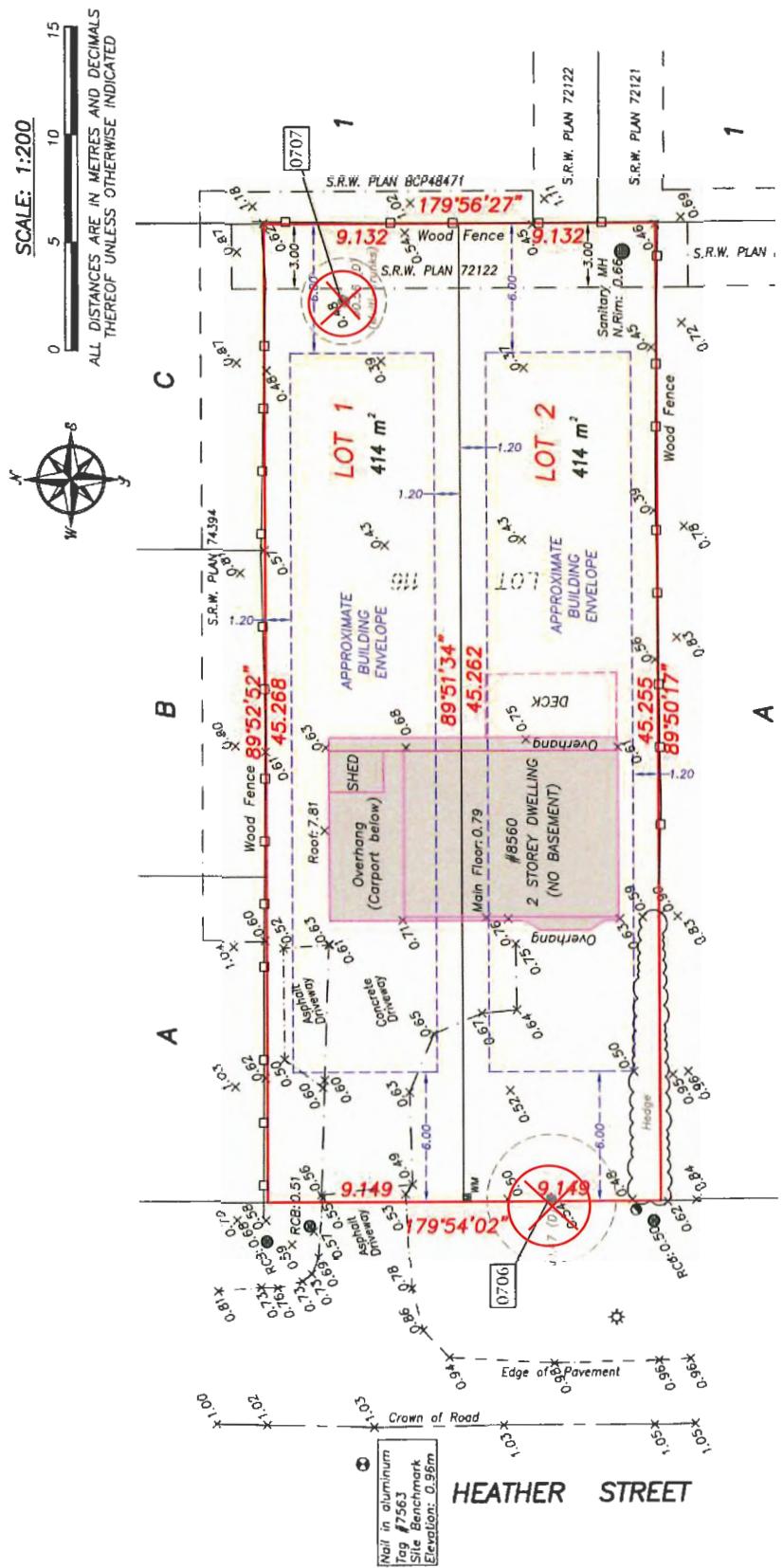
City of Richmond

Land Use Map

Bylaw 9489
2016/07/18



Tree Management Plan





Address: 8560 Heather Street

File No.: RZ 24-049110

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10730, the developer is required to complete the following:

1. **(Landscape Security)** Submission of a Landscape Security in the amount of \$3,000.00 (\$750/tree) to ensure that a total of two (2) replacement trees are planted and maintained on each lot proposed (for a total of four (4) trees); minimum 8.0 cm deciduous caliper or 4.0 m high conifers). **NOTE: minimum replacement size to be as per Tree Protection Bylaw No. 8057 Schedule A – 3.0 Replacement Trees.**
2. **(Flood Indemnity Covenant)** Registration of a flood indemnity covenant on title (2.9 m GSC – Area A).
3. **(Dwelling Units, Secondary Suite)** Registration of a legal agreement on title to ensure that no final Building Permit inspected is granted until either:
 - a) A minimum of two (2) dwelling units, each with an area of a minimum of 33.7 m² (356.58 ft²), one (1) of which may be a secondary suite with an area of a minimum of 33.7 m² (356.58 ft²), are constructed on each future lot, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw; or
 - b) The owner submits to the City a cash contribution in lieu of a second dwelling unit on a future lot, consistent with the Affordable Housing Strategy.
4. **(Fees - Notices)** Payment of all fees in full for the cost associated with the First Reading Notices, consistent with the City's Consolidated Fees Bylaw No 8636, as amended.

At Subdivision* stage, the developer must complete the following requirements:

1. A Demolition Permit will be required for demolition of the existing building on the subject site.
2. Pay the current year's taxes, following year's estimates taxes (If approval is sought on or after September 1st in any year), Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, Address Assignment Fees, and the costs associated with the completion of the required servicing works.
3. Enter into a Servicing Agreement* for the design and construction of engineering infrastructure improvements. A Letter of Credit or cash security for the value of the Service Agreement works, as determined by the City, will be required as part of entering into the Servicing Agreement. Works include, but may not be limited to:

Water Works

- a) Using the OCP Model, there is 317.0 L/s of water available at a 20 psi residual at the Heather St frontage. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.
- b) At Developer's cost, the Developer is required to:
 - i) Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.
 - ii) Review hydrant spacing on all road frontages and install new fire hydrants as required to meet City spacing requirements for the proposed land use.

- iii) Re-use the existing water service connection at the Heather St frontage to service proposed southern lot to be created from the subdivision application.
- c) At Developer's cost, the City will:
 - i) Complete all tie-ins for the proposed works to existing City infrastructure.
 - ii) Relocate the existing water meter currently located in 8560 Heather St to the west into the boulevard, eliminating the requirement for a right of way to contain the water meter.
 - iii) Install a new water service connection tied into the existing 200mm watermain at the Heather St frontage to service the northern lot, complete with a water meter in the boulevard just west of the property line. The details of the water service connection shall be finalized via the servicing agreement review.

Storm Sewer Works:

- d) At Developer's cost, the Developer is required to:
 - i) Provide an erosion and sediment control plan for all on-site and off-site works, to be reviewed as part of the servicing agreement design.
 - ii) Confirm the condition of the existing storm sewer laterals (e.g. SLAT89221 and SLAT69390) and connections (e.g. STCN156379 and STCN156391) at the northwest and southwest corner of the development site along the Heather St frontage, via CCTV inspection.
 - (1) If the CCTV inspection confirms adequate condition for the proposed development, re-use the existing storm lateral and connection lines to service the proposed northern and southern lot.
 - (2) If the CCTV inspection confirms inadequate condition for the proposed development, the existing lateral and connection lines shall be replaced with new pipes.
 - iii) Confirm the condition of the existing storm inspection chambers (e.g. STIC53310 and STIC42464) at the northwest and southwest corner of the development site along the Heather St frontage.
 - (1) If the inspection chambers are in an adequate condition for the proposed development, re-use the existing inspection chambers to tie in the storm lateral and connection lines.
 - (2) If the inspection chambers are in an inadequate condition for the proposed development, the existing inspection chambers shall be replaced with new inspection chambers.
- e) At Developer's cost, the City will:
 - i) Complete all tie-ins for the proposed works to existing City infrastructure.
 - ii) Replace the existing lateral and connection lines with a new pipe, complete with an inspection chamber, if the CCTV inspection confirm inadequate condition of the existing storm system along Heather St frontage.

Sanitary Sewer Works:

- f) At Developer's cost, the Developer is required to:
 - i) Not start onsite excavation or foundation construction until completion of rear-yard sanitary works by City crews.
 - ii) Not encroach into the City's sanitary sewer right of way along the east property line with proposed trees, retaining walls, non-removable fences, or other non-removable structures. The proposed retaining wall along the north and south property line encroach into the existing sanitary right of way along the east property line, which is not acceptable. Retaining walls and tie backs to facilitate site raising at the existing right of ways that contain the existing sanitary lines along the east property line are not permitted because these will obstruct maintenance access to the sanitary lines.
 - iii) Upgrade the existing 150mm diameter sanitary lateral SLAT9355 along the entire east property line of 8560 Heather St to a 200mm diameter sewer system as per the City's Engineering specifications. The south-end of the new sanitary main shall be tied into the existing sanitary manhole SMH1230, and the north-end of the new sanitary main shall be tied into the new sanitary manhole installed in replacement of the existing sanitary inspection chamber SIC3441.
 - (a) Maintain the sanitary service connections in an operating condition for the neighbouring properties affected by the sanitary sewer works to be done (e.g. 8540 Heather St, and 9260, 9280, 9320, 9328 Dayton Ave) while the ultimate sanitary line is being constructed. This may require a bypass to convey the sanitary flows from 8540 Heather St and 9260, 9280, 9320, 9328 Dayton Ave to the nearest existing sanitary manhole while the required ultimate sanitary line is being constructed. This

may require written consent from the owners of the neighbouring properties to allow the required sanitary bypass works in private properties.

- iv) Replace the existing inspection chamber SIC3441, located at the southeast corner of 9280 Dayton Ave, with a new sanitary manhole to tie in the new 200mm diameter sewer along the east property line of 8560 Heather St and the existing 150mm diameter lateral along the north property line of 8560 Heather St.
- v) The developer is required to send a notification letter to the adjacent property owners for any required sanitary works that may impact access to their site, landscaping features, fences, and other private improvements. Each property must be sent a notification letter via registered mail that includes the scope of works, the potentially effected items (i.e. landscaping, driveways, fences, private trees, etc.), and the proposed impact mitigation strategy. Prior to sending the letters to the property owners, each letter must be submitted to the City for review and approval.
- vi) Confirm the condition of the existing sanitary sewer connection SCON26262 at the southeast corner of the development site, via CCTV inspection.
 - (1) If the CCTV inspection confirms adequate condition for the proposed development, re-use the existing sanitary connection SCON26262 to service the proposed southern lot.
 - (2) If the CCTV inspection confirms inadequate condition for the proposed development, the existing connection SCON26262 shall be replaced with a new pipe and tied into the existing manhole SMH1230 to service the proposed southern lot.
- vii) Install a new sanitary service connection tied into the new 200mm sanitary main along the east property line of the development site, complete with an inspection chamber in a right of way, to service the northern lot. The exact location of the sanitary service connection shall be finalized during the servicing agreement process.
- viii) Provide a 1.5m x 1.5m right of way for the required sanitary inspection chamber to service the proposed northern lot from the sanitary main along the east property line of the development site.

g) At Developer's cost, the City will:

- i) Complete all tie-ins for the proposed works to existing City infrastructure.

Street Lighting:

- h) At Developer's cost, the Developer is required to:
 - i) Review street lighting levels along all road and lane frontages, and upgrade as required.

Frontage Improvements

- a) The following frontage improvements will be required at the applicant's cost as part of the Servicing Agreement:
 - (1) The existing driveway along the site's Heather Street frontage shall be closed permanently. The applicant is responsible for the removal of the existing driveway letdown and replace with curb, gutter and boulevard
 - (2) The new driveway crossings are to be constructed to meet the requirements of the City of Richmond's Engineering Design Specifications.
 - (3) The applicant shall be required to construct the following along the full frontage of the site along Heather Street:
 - (a) From east to west, starting at the property's west property line:
 - (i) Minimum 2.0 m wide sidewalk;
 - (ii) Minimum 1.5 m wide boulevard
 - (iii) 0.15 m curb and gutter;
 - (iv) Curb and gutter alignment to accommodate the total pavement width of 9.0 m curb face to curb face.

General Items:

- i) At Developer's cost, the Developer is required to:

- i) Complete other frontage improvements as per Transportation requirements.
 - (a) The proposed driveway for the southern lot is in conflict with the existing pole and the proposed location is not as per the City's specification under Bylaw No 7222 Schedule B and C. Any proposal of driveways must be clear of the existing pole.
- ii) Coordinate with BC Hydro, Telus and other private communication service providers:
 - (1) Before relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
The existing pole located near the southwest corner of the development site may need to be relocated based on the required frontage improvements, subject to Transportation requirements. Any proposal of driveways must be clear of the existing pole.
- iii) Not encroach into City rights-of-ways with any proposed trees, retaining walls, or other non-removable structures. Retaining walls proposed to encroach into rights-of-ways must be reviewed by the City's Engineering Department.
- iv) Coordinate the servicing agreement design for this development with the servicing agreement(s) for the adjacent development(s), both existing and in-stream. The developer's civil engineer shall submit a signed and sealed letter with each servicing agreement submission confirming that they have coordinated with civil engineer(s) of the adjacent project(s) and that the servicing agreement designs are consistent. The City will not accept the 1st submission if it is not coordinated with the adjacent developments. The coordination letter should cover, but not be limited to, the following:
 - (a) Corridors for City utilities (existing and proposed water, storm sewer, sanitary and DEU) and private utilities.
 - (b) Pipe sizes, material and slopes.
 - (c) Location of manholes and fire hydrants.
 - (d) Road grades, high points and low points.
 - (e) Alignment of ultimate and interim curbs.
 - (f) Proposed street lights design.
- v) Enter into, if required, additional legal agreements, as determined through the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

Prior to Building Permit Issuance, the developer must complete the following requirements:

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. Provide Plans that are compliant with City's EV-Ready Construction Requirements and Zoning Bylaw and demonstrate that all new residential parking stalls will be equipped with Level 2 energised outlets or higher.
3. Provide a report, signed and sealed by a Qualified Professional, confirming that the proposed plans are in compliance with the energy efficiency targets set out in the BC Energy Step Code: to either Step 5 w/ EL-2 or Step 4 w/ EL-3 or alternatively Step 3 w/ EL-4.
4. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

Note:

- * This requires a separate application.

- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- If the development will be constructed in phases and stratified, a [Phased Strata Subdivision Application](#) is required. Each phase of a phased strata plan should be treated as a separate parcel, each phase to comply with the Richmond Zoning Bylaw 8500 in terms of minimum lot area, building setback and parking requirements. Please arrange to have the City's Approving Officer review the proposed phased boundaries in the early DP stages. To allow sufficient time for staff review and preparation of legal agreements, the application should be submitted at least 12 months prior to the expected occupancy of development.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

Signed

Date



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10730 (RZ 24-049110)
8560 Heather Street**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it "**SMALL-SCALE MULTI-UNIT HOUSING (RSM/S)**".

P.I.D 000-506-788

Lot 116 Section 22 Block 4 North Range 6 West New Westminster Plan NWP31912

2. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 10730**".

FIRST READING

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

CITY OF RICHMOND
APPROVED by

APPROVED by Director or Solicitor


MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee

To: Planning Committee **Date:** December 17, 2025

From: Joshua Reis **File:** RZ 25-029406

Director, Development

Re: **Application by City of Richmond for Rezoning at 12871, 12873, 12875 Railway Avenue from “Low Density Townhouses (RTL1)” Zone to “Medium Density Low Rise Apartments (RAM1)” Zone**

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10734, to amend the “Medium Density Low Rise Apartments (RAM1)” zone, and to rezone 12871, 12873, 12875 Railway Avenue from “Low Density Townhouses (RTL1)” zone to “Medium Density Low Rise Apartments (RAM1)” zone, be introduced and given first, second and third reading.

Joshua Reis
Director, Development
(604-247-4625)

JR:mt
Att. 4

REPORT CONCURRENCE
CONCURRENCE OF GENERAL MANAGER

Staff Report**Origin**

The City of Richmond has initiated an application to rezone 12871, 12873 and 12875 Railway Avenue (“subject site”) from the “Low Density Townhouses (RTL1)” zone to the “Medium Density Low Rise Apartments (RAM1)” zone, to align the zoning for the subject site with its existing land use and three and a half storey apartment form. The subject site is currently legal non-conforming. A location and aerial map of the subject site are provided in Attachment 1.

The proposed rezoning is not in anticipation of new development. Accordingly, a Development Permit (DP), Building Permit (BP) and servicing upgrades are not required.

BackgroundHistory of Subject Site’s Zoning Designation

On May 9, 1988, a DP (DP 87-377) was issued to permit the construction of the subject site’s existing three and a half storey apartment buildings in conformance with its then “Multiple Family Residential Districts III (MF/3)” zoning. A BP was subsequently issued in January 1989.

Three months later, a City-wide Zoning Bylaw update was finalized when Zoning Bylaw 5300 was adopted in April 1989. As a result, after the BP was issued but prior to the apartments being built, the subject site’s MF/3 zone was replaced with the “Townhouse District (R2)” zone. Other existing apartment buildings previously zoned MF/3 were rezoned to the “Townhouse & Apartment District (R3)” zone in alignment with their existing land use and apartment form. Despite its apartment form, the subject site was rezoned R2, resulting in its legal non-conforming status, which has remained until the present day.

In 2009, the City adopted Zoning Bylaw 8500. As a result, the subject site was rezoned from the R2 zone to its current “Low Density Townhouses (RTL1)” zoning. Comparable apartment buildings were rezoned from the R3 zone to the “Medium Density Low Rise Apartments (RAM1)” zone. This rezoning application proposes to rezone the subject site to the RAM1 zone, consistent with comparable apartment buildings that were also zoned MF/3 prior to 1989.

In 2025, the strata approached the City about these inconsistencies between the properties' use and zoning. The City is undertaking this rezoning to rectify the initial miscategorising of the site in 1989. No development is proposed and the strata are aware and supportive of this administrative change.

Findings of Fact

A Development Application Data Sheet providing details about the subject rezoning is provided in Attachment 2.

The subject site is a 2.8-acre, panhandle shaped property at the terminus of Railway Avenue. It includes three, three and a half storey apartment buildings containing 78 stratified dwelling units and an underground parking garage with 156 parking stalls. The subject site and underground parking are accessed from Railway Avenue.

The previously issued BP drawings for the subject site that are associated with the approved DP (DP 87-377) are provided in Attachment 3 for information purposes only.

Surrounding Development

The existing development immediately surrounding the subject site is as follows:

To the North: Across Railway Avenue are single-detached homes on properties zoned “Small Scale Multi Unit Housing (RSM/M)” and the Railway Moncton Community Gardens on a property zoned “School & Institutional Use (SI)”.

To the South: A four-storey, 112-unit apartment development on a property zoned “Residential/Limited Commercial (RCL1)”.

To the East: Across from a pedestrian pathway connecting Railway Avenue and Westwater Drive is Tomekichi Homma Elementary School on a property zoned “School & Institutional Use (SI)”.

To the West: Across Railway Avenue is a 43-unit townhouse development on a property zoned “Low Density Townhouses (RTL1)”.

Related Policies & Studies

Official Community Plan / Steveston Area Plan

The subject property is designated as “Apartment Residential” in the Official Community Plan (OCP), and the Steveston Area Plan designates the subject site as “Multiple Family”, consistent with its current apartment form (Attachment 4). The subject rezoning complies with both the “Apartment Residential” and “Multiple Family” land use designations.

Public Consultation

Bill 44 prohibits a Local Government from holding a Public Hearing on a residential rezoning bylaw that is consistent with the OCP. The proposed rezoning meets the conditions established in Bill 44 and is consistent with the OCP. Accordingly, City Council may not hold a Public Hearing on the subject rezoning application.

The strata council is aware of and supportive of the rezoning application.

Analysis

This City initiated rezoning is to align the zoning for the properties at 12871, 12873 and 12875 Railway Avenue, with its existing land use and apartment form, consistent with the zoning of similar developments in the area. As new development is not proposed as part of the subject rezoning, no changes to the site’s existing form and architectural character, parking and site access or landscaping are proposed.

The existing apartment buildings at the subject site are generally in compliance with the RAM1 zone, except for density, building height and setback provisions. As part of the subject rezoning, the RAM1 zone would be amended to accommodate the existing development, with the following amendments applicable only to the subject site to permit:

- A maximum Floor Area Ratio (FAR) of 0.85;
- A change of the maximum building height from 15.0 m to 16.0 m; and
- A change of the front and side yard setback from 6.0 m to 4.0 m.

The amendments address the subject site's existing development and facilitate RAM1 zoning in keeping with comparable apartment buildings zoned MF/3 prior to 1989.

Financial Impact

None.

Conclusion

Staff recommend that Richmond Zoning Bylaw 8500, Amendment Bylaw 10734, to amend the "Medium Density Low Rise Apartments (RAM1)" zone, and to rezone 12871, 12873, 12875 Railway Avenue from "Low Density Townhouses (RTL1)" zone to "Medium Density Low Rise Apartments (RAM1)" zone, be introduced and given first, second and third reading.



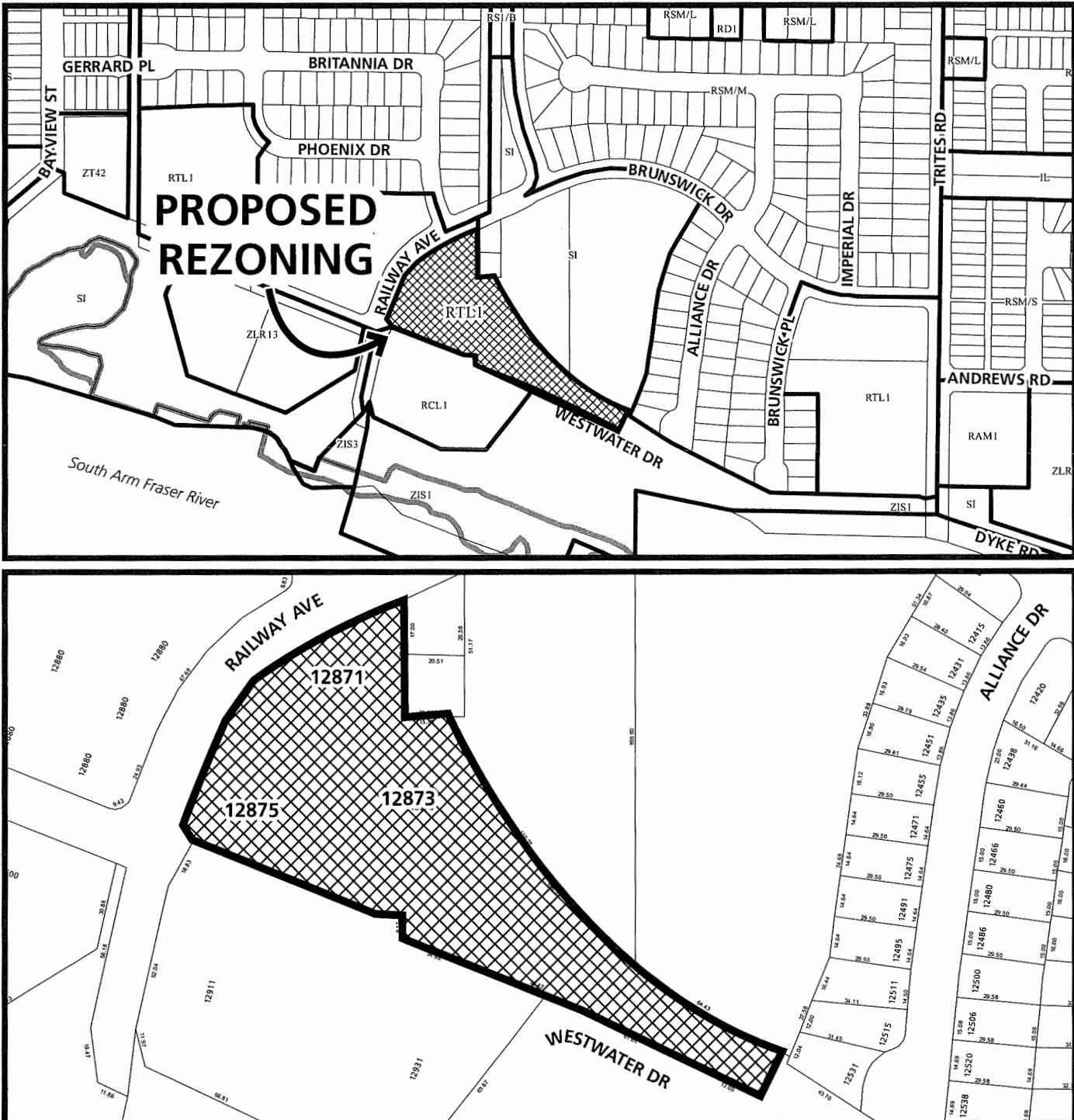
Mark Tennenhouse
Planning Technician
(604-276-4090)

MT:aa

Att. 1: Location Map
2: Development Application Data Sheet
3: Previously Approved Building Permit Plans for the Subject Site
4: Steveston Area Land Use Map



City of Richmond



RZ 25-029406

Original Date: 12/09/25
Revision Date:

Note: Dimensions are in METRES



City of Richmond



RZ 25-029406

Original Date: 12/09/25
Revision Date:

Note: Dimensions are in METRES



City of Richmond

Development Application Data Sheet

Development Applications Department

RZ 25-029406

Attachment 2

Address: 12871, 12873, 12875 Railway Avenue

Applicant: City of Richmond

Planning Area(s): Steveston

	Existing	Proposed
Owner:	NW3101 Westwater Views	NW3101 Westwater Views
Site Size (m ²):	11,299.98m ²	11,299.98m ²
Land Uses:	Housing, Apartment	Housing, Apartment
OCP Designation:	Apartment Residential	Apartment Residential
Area Plan Designation:	Multiple Family	Multiple Family
Zoning:	RTL1	RAM1
Number of Units:	78	78

	Bylaw Requirement (RAM1)	Existing	Variance
Floor Area Ratio (FAR):	0.85	0.84	None
Buildable Floor Area (m ²):	Max. 9604.9 m ²	9,441.8 m ²	None
Lot Coverage (% of lot area):	Building: Max. 50% Non-porous Surfaces: Max. 80%	Building: 33.2% Non-porous Surfaces: Max. <60%	None
Lot Dimensions (m):	Min. Width: 30.0 m Min Depth: 35.0 m	Width: 66 m Depth: 150 m	None
Setbacks (m):	Front: Min. 4 m Rear: Min. 4 m Side: Min. 4 m Exterior Side: Min. 4 m	Front: Min. 4.87 m Rear: Min. 100 m Side: Min. 4.0 m Exterior Side: Min. 4.5	None
Height (m):	16.0 m	15.9 m	None
Parking	156	156	None

SURVEY CERTIFICATE SHOWING LOCATION
OF BUILDING ON LOT B4
SECTIONS
11 AND 12 BLOCK 3 NORTH RANGE 7
WEST N.W.D. PLAN 72-772

SCALE 1 inch = 40 FEET

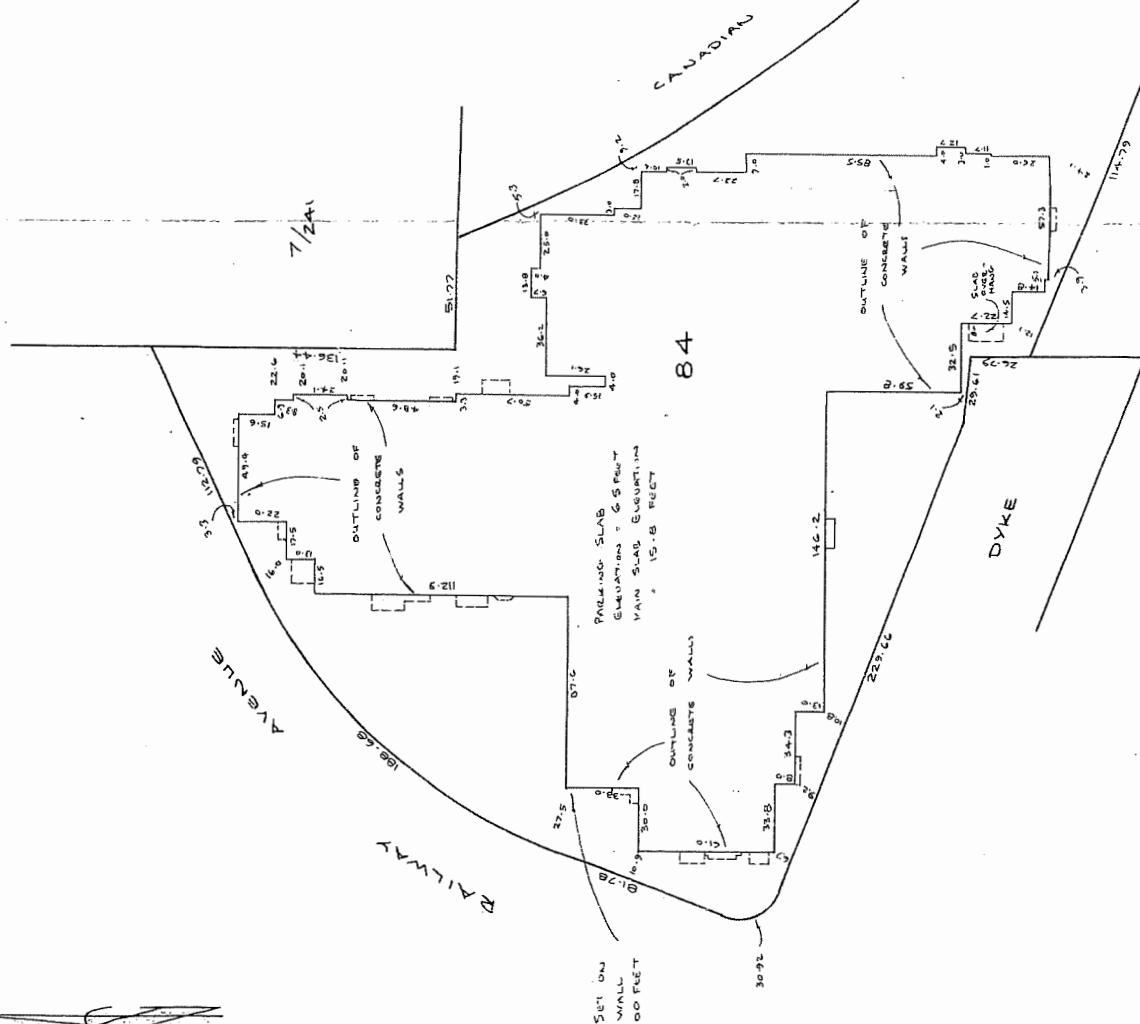


ELEVATIONS ARE IN FEET TO
GEODETIC DATUM

SIGNATURE		REVISI	DATE	DESCRIPTION	CERTIFIED CORRECT
		0	26 FEB 89	BUILDING WALLS WEST BUILDING	Debra Cuthing
		1	13 JULY 89	REMANUFACTURED WALLS ADDED	Debra Cuthing

THIS DOCUMENT IS NOT
VALID UNLESS ORIGINALLY
SIGNED AND SEALED.

Debra Cuthing



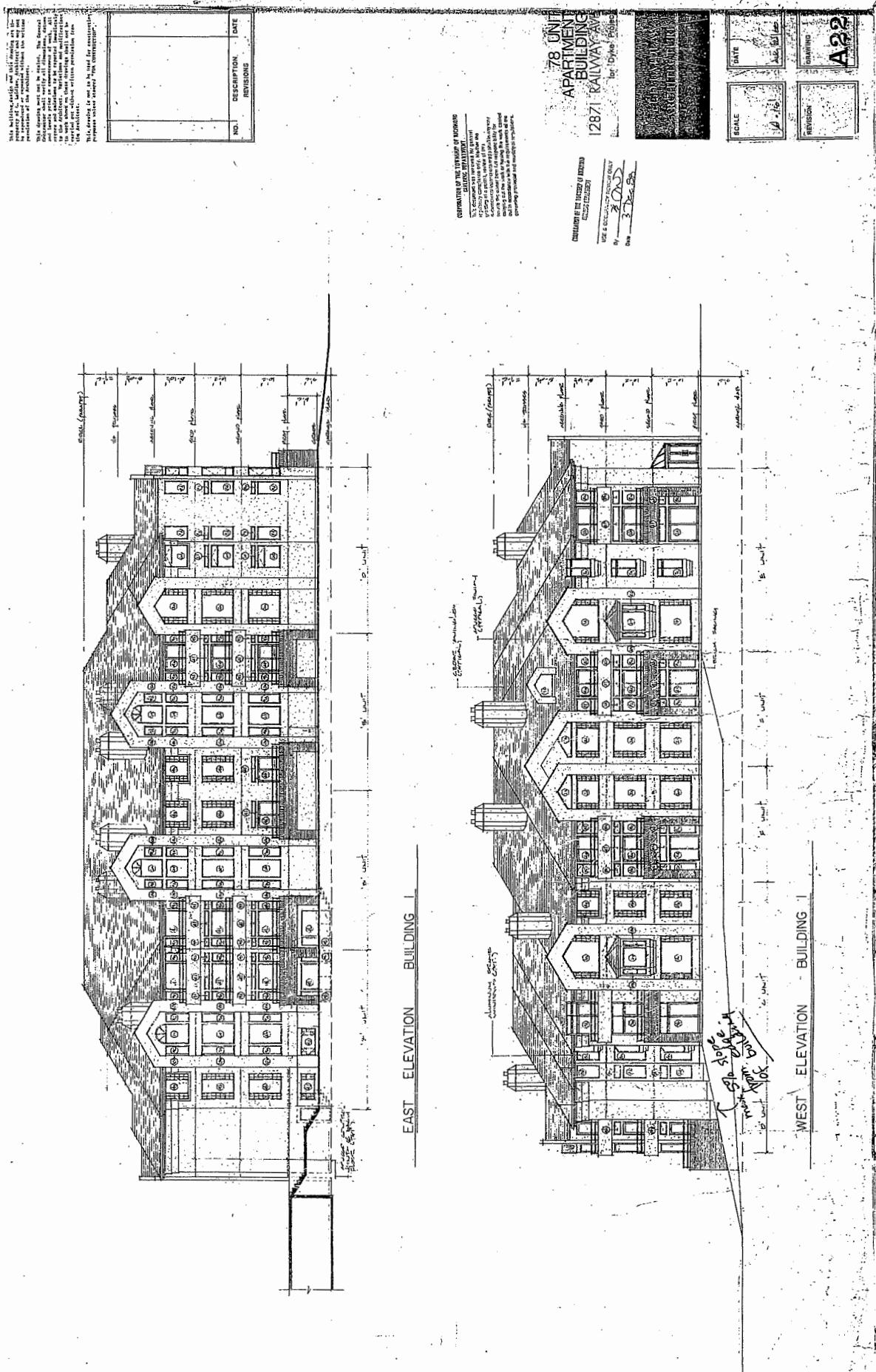
REVISION 1 13 JULY 1989

LYON, FLYNN AND ASSOCIATES
102 - 1537 W. 8TH AVENUE
VANCOUVER, B.C.

TEL: 737-8777

FAX: 737-8794

FILE NO: 88-1856 DRAWING "C"

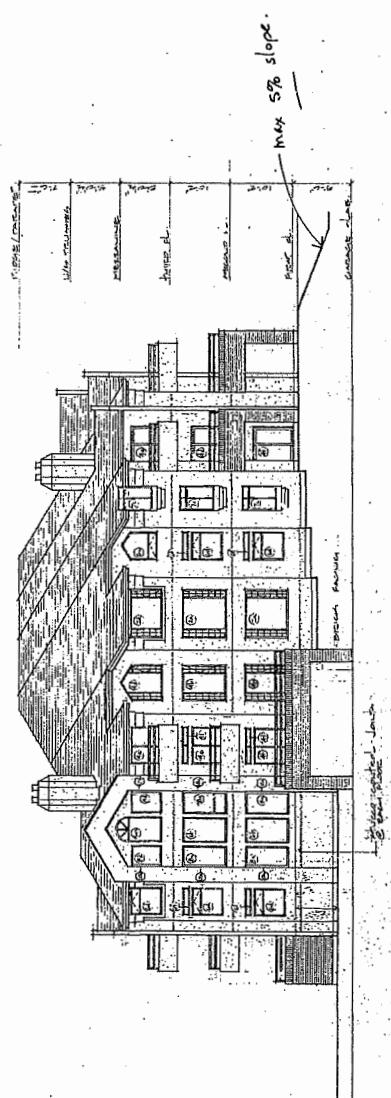


This drawing is for the use of the architect and engineer only. It is not to be reproduced in whole or in part without the written permission of the owner. The owner reserves the right to make any changes in the design or details of the building as may be required by law or by the architect or engineer. The architect and engineer are responsible for the design and details of the building. This drawing is not to be used for construction purposes unless signed by the architect and engineer.

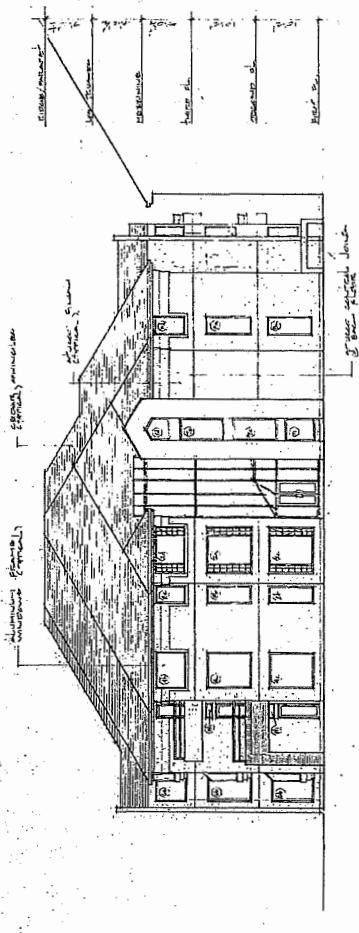
NO.	DESCRIPTION	DATE

78 UNIT APARTMENT BUILDING
1287 RAILWAY AVE
FOR DRIVE THROUGH
DRAWING
A23

SCALE	DATE
1/2 in. = 10 ft	12/12/80
REVISION	REVISION

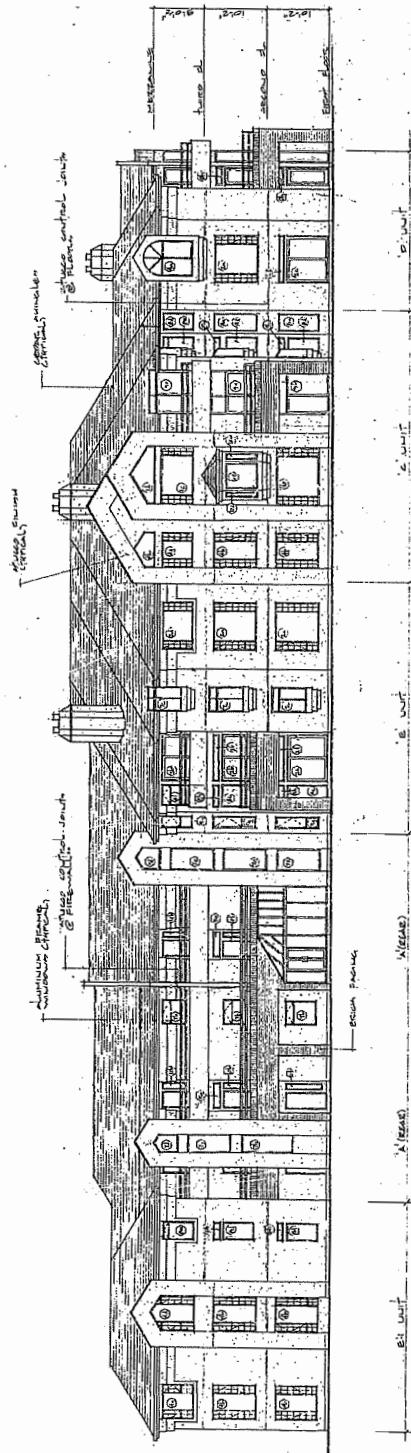
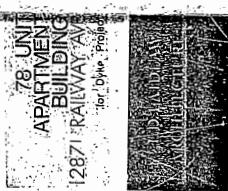
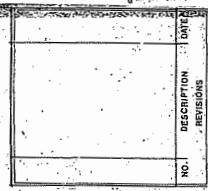


NORTH ELEVATION BUILDING 1

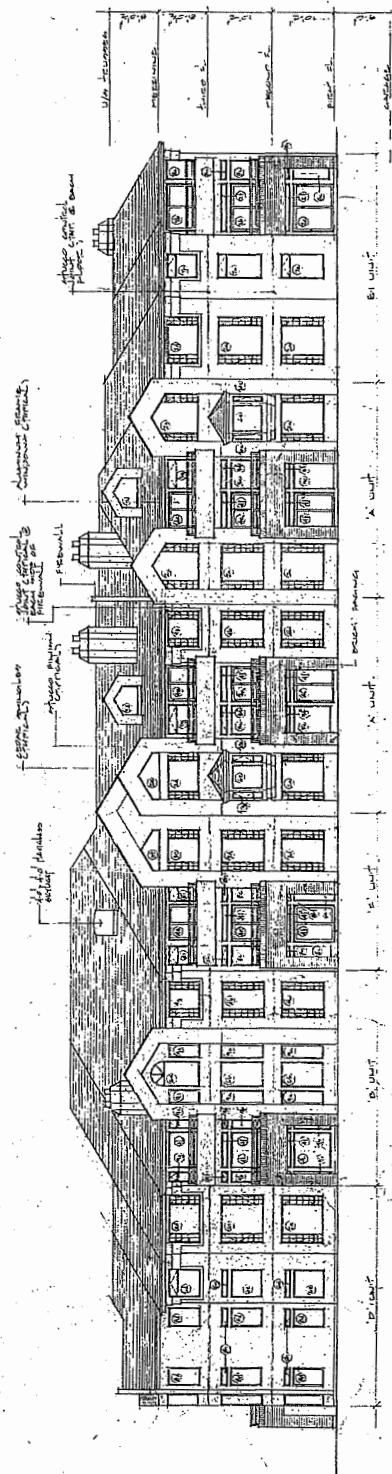


SOUTH ELEVATION BUILDING 1

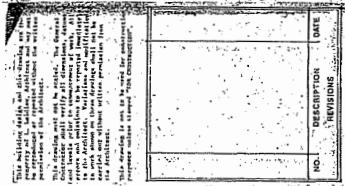
"This building, designed and skillfully executed, are the property of Mr. L. L. Ledbetter, Architect, and my only regret is that it is impossible to express in words the high opinion of the skill and taste displayed in the execution of the building by the architect.



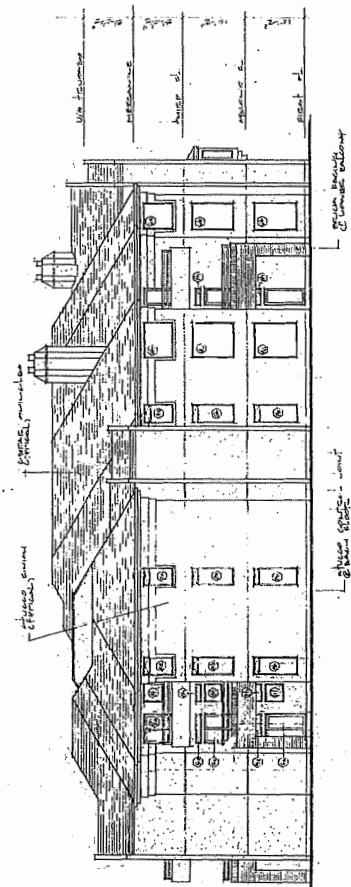
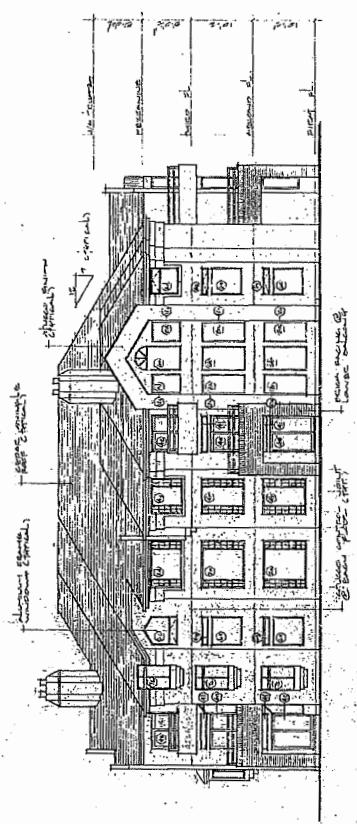
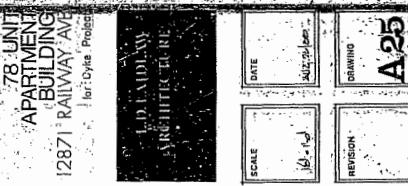
NORTH ELEVATION BUILDING 2

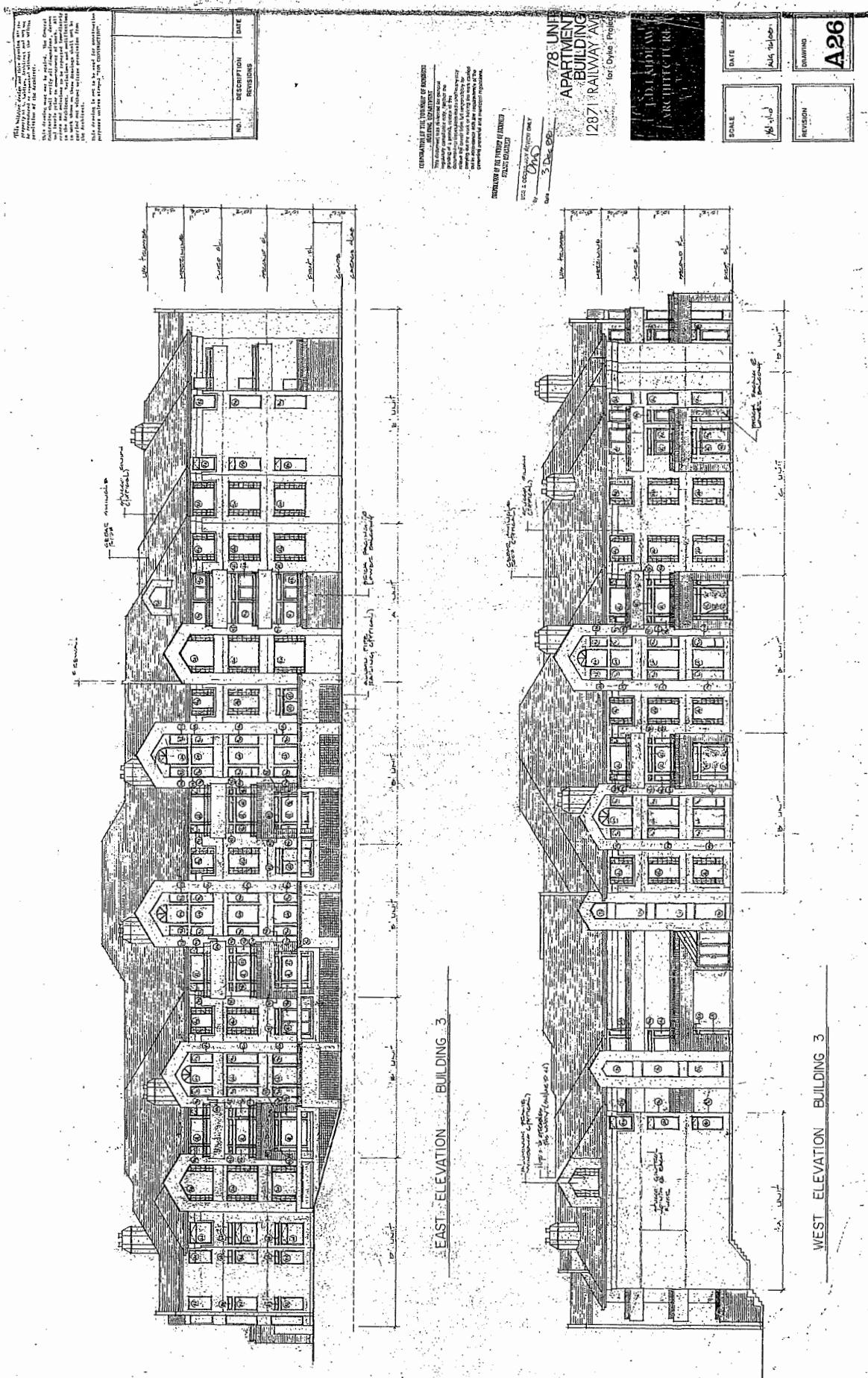


SOUTH ELEVATION BUILDING 2



CONSTRUCTION OR TECHNICAL DRAWING
THIS DRAWING IS THE PROPERTY OF THE
CITY OF LOS ANGELES. IT IS TO BE
MAINTAINED AS A CONFIDENTIAL RECORD
IN THE ENGINEERING DEPARTMENT. IT IS
NOT TO BE COPIED OR USED FOR
ANY PURPOSE OTHER THAN THE
CONSTRUCTION OF THE PROJECT
FOR WHICH IT WAS PREPARED.

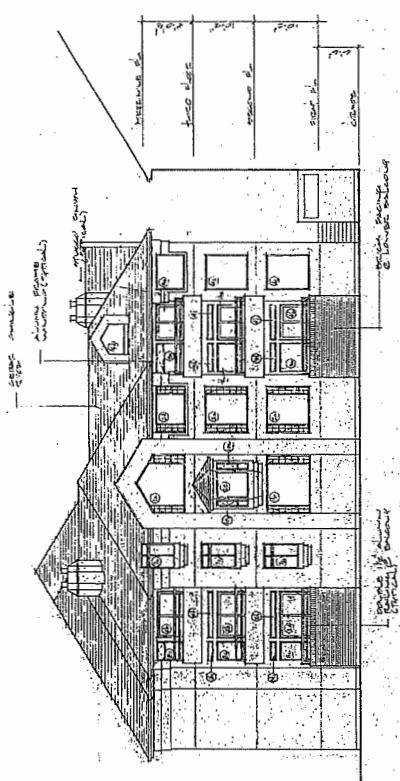




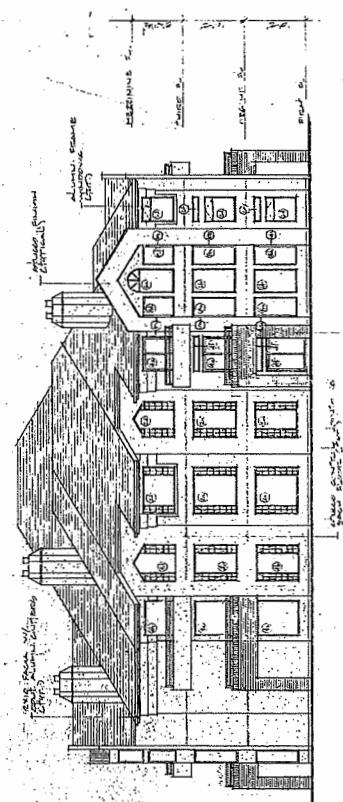
This will give, under the title of the Properties of Architects, a list of the best and most eminent men who have been recommended or recommended by the willow manufacturers of the architects.

DESCRIPTION	REVISIONS	DATE
NO.		

DATE	_____
SCALE :	_____
DRAWING	A 27
REVISION	_____



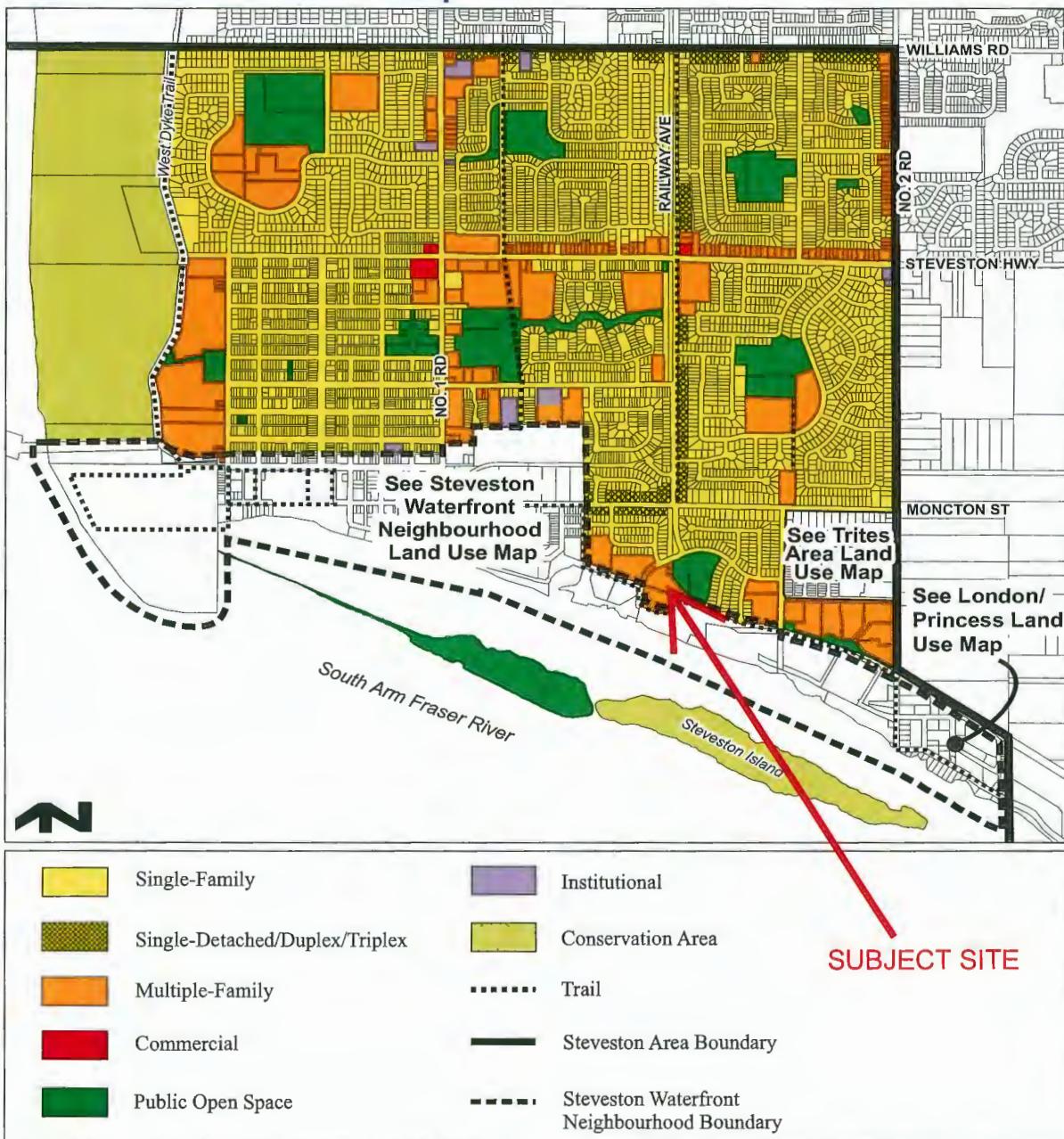
NORTH ELEVATION BUILDING 3



SOUTH ELEVATION BUILDING 3

City of Richmond

Steveston Area Land Use Map

Bylaw 10155
2023/11/27



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10734 (25-029406)
12871, 12873, 12875 Railway Avenue**

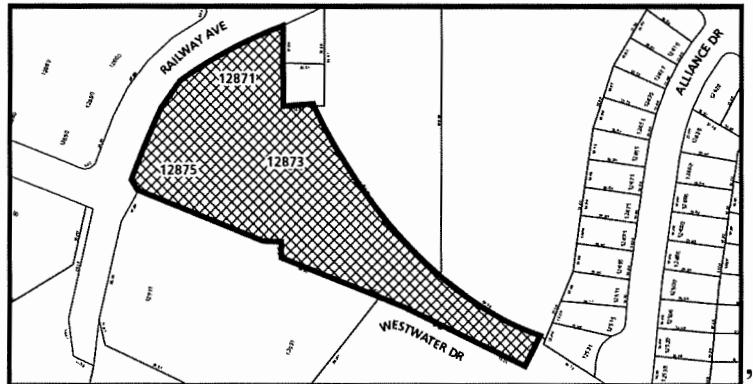
The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, as amended, is further amended by repealing the existing zoning designation for the following area, outlined in bold on "Schedule A attached to and forming part of Bylaw 10734", and designating it "**Medium Density Low Rise Apartments (RAM1)**":

Strata Lots 1-78, and the Common Property
Section 11 and 12, Block 3 North
Range 7 West New Westminster District
Strata Plan NWS3101

2. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 8.11 by inserting the following as new subsection 8.11.13.3:
 3. Notwithstanding Section 8.11.5, 8.11.7 and 8.11.8, the site municipally known as 12871, 12873, 12875 Railway Avenue and identified in **figure 1** below shall have:
 - a maximum **floor area ratio** of 0.85;
 - a maximum **height** for **buildings** of 16.0 m; and
 - a minimum **front yard, interior side yard and exterior side yard** of 4.0 m.

Figure 1



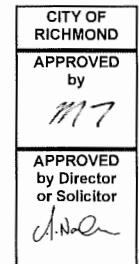
3. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 10734**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

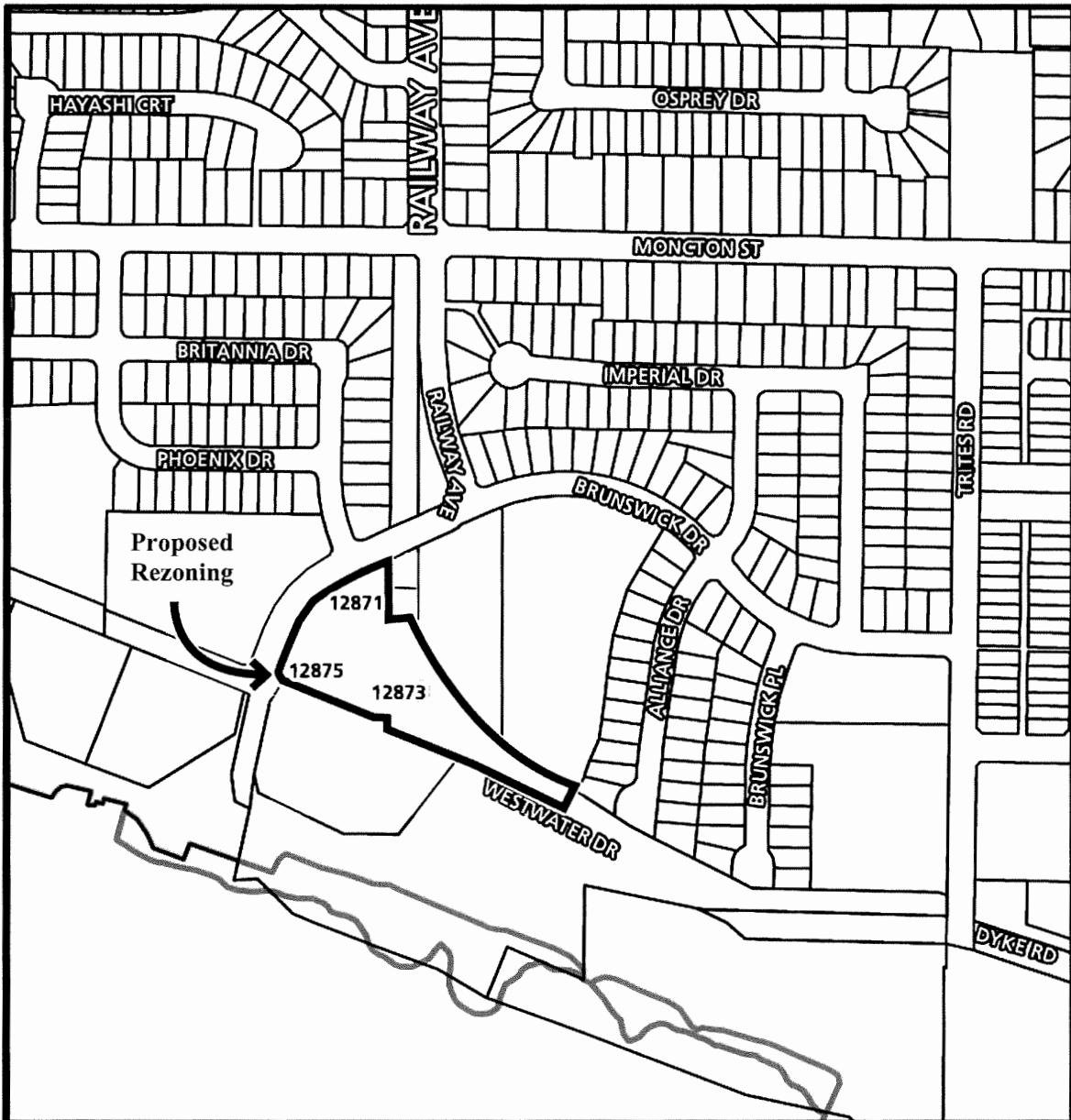


MAYOR

CORPORATE OFFICER



**City of
Richmond**



**Bylaw 10734
Schedule "A"**

Original Date: 12/11/25
Revision Date:

Note: Dimensions are in METRES



City of Richmond

Report to Committee

To: General Purposes Committee **Date:** December 4, 2025
From: Chad Paulin **File:** 10-6125-07-04/2025-
Director, Climate and Environment Vol 01
Re: **Proposed Update to Richmond's Demolition Waste and Recyclable Materials**
Bylaw No. 9516 to Increase Diversion

Staff Recommendations

1. That each of the following bylaws be introduced and given first, second and third readings:
 - a. Demolition Waste and Recyclable Materials Bylaw No. 9516, Amendment Bylaw No. 10664;
 - b. Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10717; and
2. That the implementation plan as outlined in the report titled "Proposed Update to Richmond's Demolition Waste and Recyclable Materials Bylaw No. 9516 to Increase Diversion", dated December 4, 2025, from the Director, Climate and Environment, be approved.

Chad Paulin
Director, Climate and Environment
(604-247-4672)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Business Services	<input checked="" type="checkbox"/>	
Finance	<input checked="" type="checkbox"/>	
Public Works	<input checked="" type="checkbox"/>	
Building Approvals	<input checked="" type="checkbox"/>	
Community Bylaws	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

Adopted in 2016 to align with Metro Vancouver's regional waste diversion targets, Richmond's Demolition Waste and Recyclable Materials Bylaw No. 9516 require one- and two-family dwelling demolition projects to divert 70 per cent of materials by weight from landfill. Upon review, 556 demolition permits indicate they are exceeding the target and achieving an average diversion rate of 85 per cent and a compliance rate exceeding 95 per cent, with all recyclable materials processed at local or regional facilities within Metro Vancouver. While compliance rates remain high for one- and two-family dwellings, the Bylaw currently excludes multifamily and non-residential buildings, which generate a substantial share of construction and demolition waste in Richmond.

This report responds to a referral from the October 27, 2025, Council meeting, which requested:

That draft amendments to the City's Demolition Waste and Recyclable Materials Bylaw No. 9516, as outlined in the report titled "Recommendations to Amend Richmond's Demolition Waste and Recyclable Materials Bylaw No. 9516," dated October 9, 2025, from the Director, Climate and Environment, be prepared.

The purpose of this report is to present the proposed *Demolition Waste and Recyclable Materials Bylaw No. 9516, Amendment Bylaw No. 10664*, the related *Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10717*, and the accompanying implementation plan for Council's consideration.

This report supports Council's Strategic Plan 2022-2026, Focus Area #1 Proactive in Stakeholder and Civic Engagement:

Proactive stakeholder and civic engagement to foster understanding and involvement and advance Richmond's interests.

This report supports Council's Strategic Plan 2022-2026 Focus Area #2 Strategic and Sustainable Community Growth:

Strategic and sustainable growth that supports long-term community needs and a well-planned and prosperous City.

2.3 Ensure that both built and natural infrastructure supports sustainable development throughout the City.

This report supports Council's Strategic Plan 2022-2026 Focus Area #5 A Leader in Environmental Sustainability:

Leadership in environmental sustainability through innovative, sustainable and proactive solutions that mitigate climate change and other environmental impacts.

Analysis

On October 27, 2025, Council directed staff to prepare amendments to the City's Demolition Waste and Recyclable Materials Bylaw No. 9516. The proposed amendments summarized in Table 1 below are informed by the City's comprehensive 2024–2025 engagement program with industry stakeholders and other levels of government.

Table 1: Summary of Proposed Amendments to the Bylaw No. 9516

Requirement Area	Description	Bylaw Section(s)	Effective Date(s)
Scope Expansion	Includes multifamily, commercial, institutional, and industrial buildings.	Part Six – Section WORK (Interpretation)	Jan 5, 2027
Diversion Targets – One- and Two-Family Dwellings	80% (Weight)* 90% (Weight)*	Part Two – Section 2.1	Jan 5, 2027 Jul 1, 2029
Diversion Targets – Multifamily and Non-Residential Buildings	70% (Weight)* 80% (Weight)*	Part Two – Section 2.1	Jan 5, 2027 Jul 1, 2029
Material Recovery Approach	Establishes requirements to preserve material value through increased diversion, aligned with regional practices. Methodology for achieving diversion is not prescribed.	Part Two – Sections 2.4 and 2.5	Jan 5, 2027
Incorporation of Circular Practices	Specifies circular practices and meets diversion targets; introduces new definitions for <i>Circular Practices, Deconstruction, Relocation, Reuse, Salvage, and Value</i> .	Part Two – Sections 2.4 and 2.5; Part Six – Interpretation	Jan 5, 2027
Enhanced Compliance Reporting	Updates record-keeping and compliance reporting by clarifying recyclable material recovery and reuse documentation, expanding acceptable forms of evidence.	Part Three – Sections 3.1 and 3.2	Jan 5, 2027
Schedules A and B	Replace Schedules A and B with staff-issued Bulletins.	Schedules A and B	Jan 5, 2027
Alignment with Strategic Policies and Plans	Updates <i>WHEREAS</i> clauses to reference the Richmond Circular City Strategy and Community Energy and Emissions Plan.	Preamble	Jan 5, 2027
Administrative Fee for Unclaimed Securities	Introduce an annual \$1,000 administrative fee for each full year a security remains unclaimed after two years from permit issuance.	Part Four – Section 4.3	Jan 5, 2027

*\$3.75 per square foot refundable fee with a maximum of \$75,000 per application.

Proposed Fee Structure and Implementation Plan

Staff recommend maintaining the current fee structure, which includes a \$302 non-refundable application fee and a \$3.75 per square foot refundable deposit, with a maximum of \$75,000 per application. Amendments to the Bylaw Violation Dispute Adjudication Bylaw No. 8122, Schedule A, are proposed to align with the updated definitions and compliance provisions of Part 2 and Part 3 of the Bylaw No. 9516.

During consultation on advancing the diversion targets and implementation schedule, industry stakeholders emphasized that the proposed one-year lead time and phased approach to the diversion targets are essential to adjust business models and operations, upgrade processing

capacity, and plan for salvage and reuse. Industry stakeholders expressed strong support for a phased implementation approach, recognizing it as a strategic mechanism to sustain progress, foster innovation, and align with expanding recovery capacity, emerging technologies, and circular business models. While staff will continue to monitor industry capacity and opportunities to advance circular practices, the recommended implementation schedule reflects the timeline as recommended by industry and other stakeholders. Staff will work with industry associations and regional partners to co-develop practical guidance, templates, and examples to support consistent implementation and compliance.

The proposed implementation plan, as outlined in Table 2, includes ongoing engagement, education, support and collaboration with industry throughout 2026. The plan is designed to remain flexible to evolve with emerging opportunities while ensuring alignment with regional circular initiatives prior to the bylaw's effective dates. As the effective date of the amended bylaws is January 5, 2027, applications submitted before this date will not be subject to the updated bylaw requirements. However, through the implementation plan, staff will encourage voluntary early adoption of higher diversion ahead of the effective date.

Table 2: Proposed Implementation Plan 2026 – 2029

Action Area	Key Activities	Timeline
System Integration & Process Alignment	<ul style="list-style-type: none"> Configure and test AMANDA forms, workflows, and reporting. Update internal procedures for permit intake and compliance review. Train City staff on new processes. 	Complete system and updates in Nov 2026; maintain and refine 2027–2029
Development of Bulletins (Schedules A and B)	<ul style="list-style-type: none"> Develop staff-issued Bulletins to replace Schedules A and B, including definitions, acceptable materials, documentation requirements, and sample templates. Engage industry stakeholders and regional partners. Update Bulletins to reflect emerging practices, materials, and markets. 	Develop and finalize Bulletins in Nov 2026; implement and update 2027–2029
Targeted Industry Support	<ul style="list-style-type: none"> Develop and update technical guides, factsheets, and templates. Maintain a centralized online resource integrated with the Circular Learning Hub. Support to address project-specific questions and share lessons 	Launch materials in Oct 2026; provide continuous support 2027–2029
Capacity Building & Workshops	<ul style="list-style-type: none"> Deliver workshops, webinars, and peer-learning sessions. Integrate applied learning from pilot projects. Collaborate to deliver practical training and capacity-building activities. 	Begin training in Nov 2026; expand and repeat sessions 2027–2029
Demonstration Projects	<ul style="list-style-type: none"> Implement pilot and demonstration projects highlighting recovery of key materials such as concrete, wood, and metals. Document lessons learned and shared outcomes Encourage industry participation in testing new recovery approaches, technologies, and circular business models. 	Initiate and continue projects Dec 2026–2029
Collaboration & Innovation	<ul style="list-style-type: none"> Collaborate with industry, academic institutions, and regional agencies. Establish a collaborative circular hub to support co-design, innovation, and knowledge exchange across sectors. Participate in networks to harmonize standards and attract funding. 	Sustain collaboration 2026–2029
Feedback, Monitoring & Iteration	<ul style="list-style-type: none"> Conduct surveys and consultations with permit applicants, recyclers, and other stakeholders to assess clarity, feasibility, and impacts. Update tools and guidance based on feedback and emerging best practices. Integrate findings into future approaches and strategies. 	Begin monitoring in 2027; ongoing updates 2027–2029

Incentives & Policy Alignment	<ul style="list-style-type: none">• Promote cost savings and potential tax incentives linked to salvage, reuse, and high diversion performance where applicable.• Align local implementation with regional and federal circular economy and waste reduction programs.• Use data and findings to inform future metrics, reporting frameworks, and potential incentive or recognition programs.	Advance alignment 2026–2029
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Financial Impact

If approved, updates will be required to the City's internal file management system AMANDA. A one-time additional level request was approved in the 2026 budget process to request these resources in advance of this report.

Conclusion

The proposed amendment Bylaws presented with this report will increase the required diversion targets for single and multifamily dwellings in a progressive fashion, commencing January 5, 2027, and July 1, 2029, to reduce construction and demolition waste, preserve material value, and advance circular economy practices. Staff will implement a phased approach to facilitate industry readiness and ensure a smooth transition without impacting project timelines. These changes also support the objectives of the Richmond Circular City Strategy by promoting material recovery and reducing embodied carbon in the built environment. Staff will monitor implementation and report back on progress and outcomes.



Marcos Alejandro Badra
Program Manager, Circular Economy
(604-204-8643)

MB:mb



**Demolition Waste and Recyclable Materials Bylaw No. 9516
Amendment Bylaw No. 10664**

The Council of the City of Richmond enacts as follows:

1. **Demolition Waste and Recyclable Materials Bylaw No. 9516**, is amended by deleting the entirety of the Recitals and replacing them with the following:

“WHEREAS Part 2, Division 1, Section 8 of the *Community Charter* confers upon the **City** authority to, by bylaw, regulate, prohibit, and impose requirements in relation to the protection and enhancement of the well-being of its community in relation to refuse, garbage or other material that is noxious, offensive or unwholesome, and in relation to the use of waste disposal and recycling services;

AND WHEREAS Part 7, Division 2, Section 194 of the *Community Charter* confers upon the **City** authority to, by bylaw, impose a fee in respect of the exercise of authority to regulate, prohibit or impose requirements;

AND WHEREAS the Greater Vancouver Sewerage and Drainage District, Greater Vancouver Regional District, and their respective member municipalities, including the **City**, have set a target in the Integrated Solid Waste and Resource Management Plan of 70% diversion of municipal solid waste from disposal by 2015;

AND WHEREAS the **Richmond Circular City Strategy** sets a target to achieve 100% circularity by 2050, with objectives of maximizing material reuse, minimizing construction and demolition waste, and reducing embodied carbon through **circular practices** that preserve building material **value**;

AND WHEREAS Richmond's **Community Energy and Emissions Plan** establishes a target to achieve net-zero greenhouse gas emissions by 2050, including emissions from building operations, transportation, and the anaerobic decomposition of waste, and recognizes the need to reduce emissions associated with building materials and demolition waste as part of the **City's** transition to a low-carbon, energy-efficient built environment;

AND WHEREAS it is deemed desirable to regulate, prohibit, and impose requirements with respect to the use of waste disposal and recycling services to ensure that waste and recyclable materials resulting from demolition work are managed in a manner that enhances and protects the well-being of the community and the target diversion rate is achieved,

NOW THEREFORE, the Council of the City of Richmond enacts as follows:”

2. **Demolition Waste and Recyclable Materials Bylaw No. 9516**, is amended in Part One: Application and Agreement by deleting in its entirety Section 1.4 and replacing it with the following:
 - “1.4 Neither the review nor acceptance of a **recycling and waste diversion plan**, or **compliance report** constitutes a representation, warranty, assurance or statement by the **City** that the **owner** has complied with the **Building Bylaw**, this Bylaw, or any other applicable enactment, law, or regulation respecting safety.”
3. **Demolition Waste and Recyclable Materials Bylaw No. 9516**, is amended by deleting the entirety of Part Two: Mandatory Recycling and replacing it with the following:

“PART TWO: MANDATORY RECYCLING

 - 2.1 The **work** must achieve the following minimum **waste diversion** rates, measured by the total weight of materials diverted from **disposal**:
 - (a) **One-family dwellings and two-family dwellings:**
 - i) 70% until January 4, 2027;
 - ii) 80% from January 5, 2027 to June 30, 2029; and
 - iii) 90% from July 1, 2029 onward.
 - (b) **Multi-family residential and non-residential buildings:**
 - i) 70% from January 5, 2027 to June 30, 2029; and
 - ii) 80% from July 1, 2029 onward.
 - 2.2 At the time of submitting an application for a **building permit** for **work**, a properly completed **recycling and waste diversion plan** regarding the management of **recyclable material** and **waste** must be signed by the **owner** or **agent** and submitted to the **building inspector**.
 - 2.3 No person shall commence or continue, or cause or allow the commencement or continuation of, any **work** unless the **building inspector** has approved a **recycling and waste diversion plan** for that **work**.
 - 2.4 Where practicable, **recyclable materials** must be **recovered** through **circular practices** that preserve material **value** and enable the **reuse** or **salvage** of **building components**.
 - 2.5 If **recyclable material** is removed from a **site**, the **recyclable material** must be removed:
 - (a) to a **recycling facility**; or

- (b) in accordance with an approved **recycling and waste diversion plan**, including **reuse** by the **owner or agent**, removal to a **recycling facility** or as otherwise set out therein; or
- (c) through other methods specified in the approved **recycling and waste diversion plan**, provided the **recyclable material** is not sent to a **disposal facility**, but is instead managed through selling, donation, repurposing for another project, or any other material recovery approach approved by the **General Manager**.

2.6 If **waste**, other than **recyclable material**, is removed from a **site**, the **waste** must be removed to a **disposal facility**.”

4. **Demolition Waste and Recyclable Materials Bylaw No. 9516**, is amended by deleting the entirety of Part Three: Compliance Reporting and Record Keeping and replacing it with the following:

“PART THREE: COMPLIANCE AND RECORD KEEPING

3.1 To ensure compliance with this Bylaw, the **owner or agent** must keep records of the surveying, removal, handling, and management of **recyclable material** and **waste**, the recycling of **recyclable material**, and the **disposal of waste**, including:

- (a) payment receipts, donation receipts, selling receipts, weigh bills, inspection reports, clearance letters, sampling reports, waste transport manifests, and recycling verification letters from mixed load **recycling facilities** detailing the percentage of **waste** recycled, **reused** or **disposed**;
- (b) photographs, if applicable, recording the removal of **recyclable material** from the **site** as specified in an approved **recycling and waste diversion plan**;
- (c) any other records that the **building inspector** specifies, at the time of application for a **building permit** for **work**, must be kept; and
- (d) for **recyclable materials** integrated into another project, a letter of material acceptance from the recipient project owner, general contractor, or site developer confirming the material’s intended **reuse**, or other supporting documentation such as a contract, project permits, or delivery receipts verifying material transfer and integration.

3.2 Within ninety (90) days after **project completion**, the **owner or agent** must submit the following to the **building inspector**:

- (a) a properly completed **compliance report**; and
- (b) originals of the records required to be kept under section 3.1 above.”

5. **Demolition Waste and Recyclable Materials Bylaw No. 9516**, is amended by deleting the entirety of Part Four: Fees and replacing it with the following:

“PART FOUR: FEES

- 4.1 Every person who performs, or causes or allows the performance of **work**, must pay the non-refundable **application fee** and the **waste disposal and recycling services fee** at the time of submitting the **recycling and waste diversion plan**.
- 4.2 The holder of the **building permit** for the **work** is eligible for a **fee refund**, as calculated in accordance with the **recycling and waste diversion plan**, if the following have also been completed to the satisfaction of the **building inspector**:
 - (a) a **recycling and waste diversion plan**;
 - (b) within ninety (90) days after **project completion**,
 - (i) a **compliance report**;
 - (ii) submission of the originals of the records required to be kept under section 3.1 above; and
 - (iii) an application to the **building inspector** for the **fee refund**; and
 - (c) within seven (7) days of being requested to do so, submission to the **building inspector** of any of the records required to be kept under this Bylaw, in addition to those submitted under 4.2(b)(ii) above, to evaluate eligibility for the **fee refund**.
- 4.3 Where a **waste disposal and recycling services fee** is paid under Section 4.1 and is not refunded pursuant to Section 4.2 by the **two-year date**, the **City** will charge the person who paid the **waste disposal and recycling services fee** an annual **Administrative Fee** for each full year in which there is no **fee refund** following the **two-year date**. The **City** may, but is not required to, pay any **Administrative Fee** owing from the **waste disposal and recycling services fee** held by the **City**, and any **fee return** will be reduced by any amount so used.”

6. **Demolition Waste and Recyclable Materials Bylaw No. 9516**, is amended by deleting the entirety of Part Five: Offences, Penalties and Enforcement and replacing it with the following:

“PART FIVE: OFFENCES, PENALTIES AND ENFORCEMENT

- 5.1 (a) A violation of any of the provisions identified in 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*, as amended and replaced from time to time; and

(b) A violation of any of the provisions identified in 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*, as amended and replaced from time to time, in accordance with the *Local Government Bylaw Notice Enforcement Act, SBC 2003, c. 60*, as amended and replaced from time to time.

5.2 Any person who gives false information required under this Bylaw is deemed to have committed an infraction of, or an offence against, this Bylaw, and is liable on summary conviction to a penalty of not more than \$50,000 in addition to the costs of the prosecution, and each day that such violation is caused or allowed to continue constitutes a separate offence.

5.3 Any person who contravenes or violates any provision of this Bylaw, or any **building permit for work** issued in connection with this Bylaw, or who suffers or allows any act or thing to be done in contravention or violation of this Bylaw, or any **building permit for work** issued in connection with this Bylaw, or who fails or neglects to do anything required to be done under this Bylaw, or any **building permit for work** issued in connection with this Bylaw, commits an offence and upon conviction shall be liable to a fine of not more than Fifty Thousand Dollars (\$50,000.00), in addition to the costs of the prosecution, and where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence.”

7. **Development Application Fees Bylaw No. 8951**, is amended by deleting the entirety of Part Six: Interpretation and replacing it with the following:

“PART SIX: INTERPRETATION

6.1 In this Bylaw, unless the context requires otherwise:

AGENT	means a person authorized in writing to act on behalf of the owner in connection with a building permit , including a hired tradesman or contractor.
ADMINISTRATION FEE	means an annual fee in the amount of \$1,000.00 CAD.
APPLICATION FEE	means the fee set-out in the City’s <i>Consolidated Fees Bylaw No. 8636</i> , as amended or replaced from time to time.
BUILDING BYLAW	means the City’s Building Regulation Bylaw No. 7230 , as amended or replaced from time to time.
BUILDING INSPECTOR	means the Director, Building Approvals Department or those positions or persons

BUILDING PERMIT	designated by Council to act under the Building Bylaw in the place of the manager.
CIRCULAR ECONOMY	has the same meaning defined in the Building Bylaw .
CIRCULAR PRACTICES	means an approach to resource management that maximizes the value of materials by design, through responsible consumption, minimizing waste, and reimagining how resources flow in a sustainable, equitable, and low-carbon economy.
CITY	means processes that add, retain or recover the value of materials by extending their utility beyond the end of a building's life, including but not limited to deconstruction, relocation, reuse, salvage , recycling or any other approved method by the General Manager that supports material recovery objectives.
COMMUNITY CHARTER	means the City of Richmond.
COMMUNITY ENERGY AND EMISSIONS PLAN	means <i>Community Charter</i> , SBC 2003, c. 26, as amended or replaced from time to time.
COMPLIANCE REPORT	means the City's strategy for reducing greenhouse gas emissions, improving energy efficiency, and transitioning to a low-carbon built environment, approved by Council on March 13, 2025.
COUNCIL	means a report substantially in the form in the recycling and waste diversion plan , as modified from time to time by the building inspector .
CORPORATE OFFICER	means the Council of the City .
DECONSTRUCTION	means the person appointed by Council pursuant to section 148 of the <i>Community Charter</i> as the Corporate Officer of the City , or his or her designate.
	means the systematic disassembly of a building, typically in the reverse order of its construction, in a manner that prioritizes the

	recovery of materials for reuse or recycling and preserves material value by minimizing damage during removal.
DISPOSAL	means:
	<ul style="list-style-type: none"> (a) the abandonment, discard, or destruction of any materials, substances, or objects; and (b) the application, release, or incorporation of materials, substances or objects in or to land.
DISPOSAL FACILITY	means a facility that:
	<ul style="list-style-type: none"> (a) has a valid and subsisting permit, licence, or operational certificate issued under GVS&DD's Municipal Solid Waste and Recyclable Material Regulatory Bylaw for the operation of a disposal facility regulated under that bylaw; (b) is approved as a disposal facility under the Integrated Solid Waste and Resource Management Plan; or (c) destroys or landfills waste in the course of conducting an industry, trade, or business.
FACILITY	means any land, building, site, or structure.
FEES REFUND	means the refund of a waste disposal and recycling services fee paid in respect of a recycling and waste diversion plan as calculated in accordance with recycling and waste diversion plan .
GENERAL MANAGER	means a senior administrative officer responsible for the overall management and administration of the City's operations.
GVS&DD	means the Greater Vancouver Sewerage and Drainage District.
HAZARDOUS MATERIALS	means any material, product, or substance regulated as a controlled product or hazardous waste under the <i>B.C. Workers Compensation</i>

**INTEGRATED SOLID
WASTE AND RESOURCE
MANAGEMENT PLAN**

MULTI-FAMILY RESIDENTIAL means a building containing three (3) or

more dwelling units, including but not limited to apartments, townhouses, and small-scale multi-unit housing.

**MUNICIPAL SOLID WASTE
AND RECYCLABLE
MATERIAL REGULATORY
BYLAW**

means the **GVS&DD's Municipal Solid Waste and Recyclable Material Regulatory Bylaw No. 181, 1996**, as amended or replaced from time to time.

NON-RESIDENTIAL BUILDING means a building or portion of a building used for purposes other than residential occupancy, including but not limited to commercial, industrial, and institutional buildings.

ONE-FAMILY DWELLING

has the same meaning defined in the **Building Bylaw**.

OWNER

means the registered owner of an estate in fee simple, the registered owner of a leasehold estate and also includes:

- (a) the tenant for life under a registered life estate;
- (b) the registered holder of the last registered agreement for sale;
- (c) an Indian who is an **owner** under the letters patent of a municipality, incorporated under Section 9 of the *Local Government Act*;
- (d) a lessee or licensee with authority to build on land;
- (e) an occupier, tenant or holder of an interest in respect of the surface of water;

Act and *B.C. Environmental Management Act*, respectively, that is present on a **site** or is produced, originates, or results from **work**.

means **GVS&DD's** approved Integrated Solid Waste and Resource Management Plan.

(f) the Province or Canada, or a crown corporation or agency of either of them, if the government, corporation or agency applies for a **building permit**, a **gas permit**, or a **plumbing permit** under this bylaw, in respect of **parcel** in which it holds an interest; and

(g) an **agent**.

PROJECT COMPLETION

means the date of completion and final approval of **work** as determined in accordance with the **Building Bylaw**.

RECYCLABLE MATERIAL

means a material, substance, or object that is produced, originates or results from **work** and satisfies at least one of the following:

(a) is an organic material capable of being composted;

(b) is managed as a marketable commodity with an established market by the **owner** or operator of a **recycling facility**;

(c) is processed for recycling through collection, transport, sorting, cleaning, or reprocessing to obtain recovered resources for use in manufacturing a new product or as an intermediate stage in an existing production process;

(d) is repurposed by adapting a product or its components for a different function than originally intended, without major modifications to its physical or chemical structure;

(e) is remanufactured through an industrial process that restores a product or component to a like-new condition in terms of quality and performance;

(f) is being **reused** by the **owner**, or the **agent** on or off the **site for construction**; or

(g) is a material, product or substance prescribed in the **recycling and waste diversion plan** as a **recyclable material**;

but excluding **hazardous materials**.

RECYCLING FACILITY

means a **facility** or licensed business, other than a **disposal facility** or an incinerator facility, and that:

- (a) has a valid and subsisting permit, licence, or operational certificate issued under the **GVS&DD's Municipal Solid Waste and Recyclable Material Regulatory Bylaw**;
- (b) is required to provide information on quantities of received and transferred material to the **GVS&DD** through the **GVS&DD's Municipal Solid Waste and Recyclable Material Regulatory Bylaw**;
- (c) is approved as (i) a organics processing facility; or (ii) a publicly-owned transfer station or landfill, under the Integrated Solid Waste and Resource Management Plan for purposes other than **disposal**;
- (d) is a drop off depot which is owned or operated by a charitable organization registered under the *Income Tax Act* (Canada) or a non-profit organization to which section 149 of the *Income Tax Act* applies;
- (e) is a **facility** where the owner or operator purchases or otherwise pays valuable consideration for all **recyclable material** received, cleaned, sorted, baled or packaged at the **facility**;
- (f) accepts only asphalt and concrete for the purposes of reprocessing, resale and **reuse**; or
- (g) builds products using recycled or **reused** buildings materials or resells **salvaged** building materials under a valid business license.

RELOCATION	means the partial or total moving of a building or structure to another site without disassembly beyond what is necessary for transport and reinstallation to allow its continued use.
REUSE	means the further or repeated use of building materials for their original purpose or an adapted function without reprocessing, including storage intended for such use.
RICHMOND CIRCULAR CITY STRATEGY	means the City 's approved strategy for advancing the circular economy in Richmond, approved by Council .
SALVAGE	means the selective removal of individual materials or building components in a manner that protects them from damage, preserves their value, and keeps them intact for reuse or recycling.
SITE	means any land, building, structure, or improvements where work is or is intended to be performed.
TWO-FAMILY DWELLING	has the same meaning defined in the Building Bylaw .
TWO-YEAR DATE	means that date that is two (2) years following the date of issuance of the building permit for the work .
VALUE	means the gains or benefits derived from satisfying needs or expectations in relation to the use and conservation of materials, which may be financial or non-financial, including but not limited to revenue, savings, productivity, public health, social, environmental benefit, and the reduction of embodied carbon impacts.
WASTE	means any discarded or abandoned material, substance, or object that is produced, originates, or results from work , and any other prescribed material, substance or object, but excluding hazardous materials .

**WASTE DISPOSAL AND
RECYCLING SERVICES FEE**

**RECYCLING AND WASTE
DIVERSTION PLAN**

WORK

means the fee set-out in the **City's** Consolidated Fees Bylaw No. 8636, as amended from time to time.

means the form of plan approved by the **General Manager**.

means the demolition, **deconstruction**, or systematic disassembly of a **one-family dwelling**, a **two-family dwelling**, a **multifamily residential building**, or a **non-residential building**, and any accessory structures on the same **site**, regulated by the **Building Bylaw**.

6.2 References in this Bylaw to enactments, bylaws of the **City**, or the bylaws or plans of **GVS&DD**, include those enactments, bylaws, and plans as they may be amended or replaced from time to time.

6.3 Unless otherwise defined herein, all words or expressions used in this Bylaw have the same meaning as the same or like words or expressions used in the **Building Bylaw**."

8. **Demolition Waste and Recyclable Materials Bylaw 9516**, is amended by deleting the entirety of Schedule "A", Schedule "B" and Schedule "C".

9. This Bylaw is cited as "**Demolition Waste and Recyclable Materials Bylaw 9516, Amendment Bylaw No. 10664**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED



MAYOR

CORPORATE OFFICER



**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122,
Amendment Bylaw No. 10717**

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 Schedule A by deleting in its entirety the “Schedule – Demolition Waste and Recyclable Materials Bylaw No. 9516” and replacing it with Schedule 1 attached hereto.:
2. This Bylaw is cited as **“Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10717”**.

FIRST READING

CITY OF
RICHMOND

SECOND READING

APPROVED
for content by
originating
Division

THIRD READING

ADOPTED

APPROVED
for legality
by Solicitor

MAYOR

CORPORATE OFFICER

Schedule – Demolition Waste and Recyclable Materials Bylaw No. 9516							
Designated Bylaw Contraventions and Corresponding Penalties							
A1 Bylaw	A2 Description of Contravention	A3 Section Compliance Agreement Available	A4 Penalty	A5 Early Payment Option	A6 Late Payment Option	A7	A8 Compliance Agreement Discount
Demolition Waste and Recyclable Materials Bylaw No. 9516	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
	Failure to submit a completed recycling and waste diversion plan with an application for a building permit for demolition	2.2	No	\$ 475.00	\$ 450.00	\$ 500.00	n/a
	Commencing, continuing, causing or allowing the commencement or continuation of demolition work without an approved recycling and waste diversion plan	2.3	No	\$ 475.00	\$ 450.00	\$ 500.00	n/a
	Removing recyclable material from a site to a location other than a recycling facility or as otherwise set out in an approved recycling and waste diversion plan	2.5	No	\$ 475.00	\$ 450.00	\$ 500.00	n/a
	Removing waste (other than recyclable materials) from a site to a location other than a disposal facility	2.6	No	\$ 475.00	\$ 450.00	\$ 500.00	n/a
	Failure to keep records of the surveying, removal, handling, and management of recyclable material and waste, the recycling of recyclable material and the disposal of waste	3.1	No	\$ 475.00	\$ 450.00	\$ 500.00	n/a



City of Richmond

Bylaw 10726

Richmond Zoning Bylaw 8500 Amendment Bylaw 10726 (ZT 25-007646) 10011 River Drive

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 20.17 [Residential Mixed Use Commercial (ZMU17) – River Drive/No. 4 Road (Bridgeport)] by:
 - a) adding “**health service, minor**” to Section 20.17.2 **Permitted Uses**, in alphabetical order;
 - b) inserting the following as new Section 20.17.11.2, and renumbering the remaining sections accordingly:

“2. A **minor health service** located in this **zone** is only permitted on the following **lot**:
Unit 2005 - 10011 River Drive
(PID 029-745-217)
Strata Lot 60 Sections 14 and 23 Block 5 North Range 6 West New Westminster District Strata Plan EPS2699.”
2. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 10726**”.

FIRST READING

DEC 08 2025

PUBLIC HEARING

JAN 19 2026

SECOND READING

JAN 19 2026

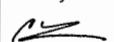
THIRD READING

JAN 19 2026

OTHER CONDITIONS SATISFIED

JAN 20 2026

ADOPTED

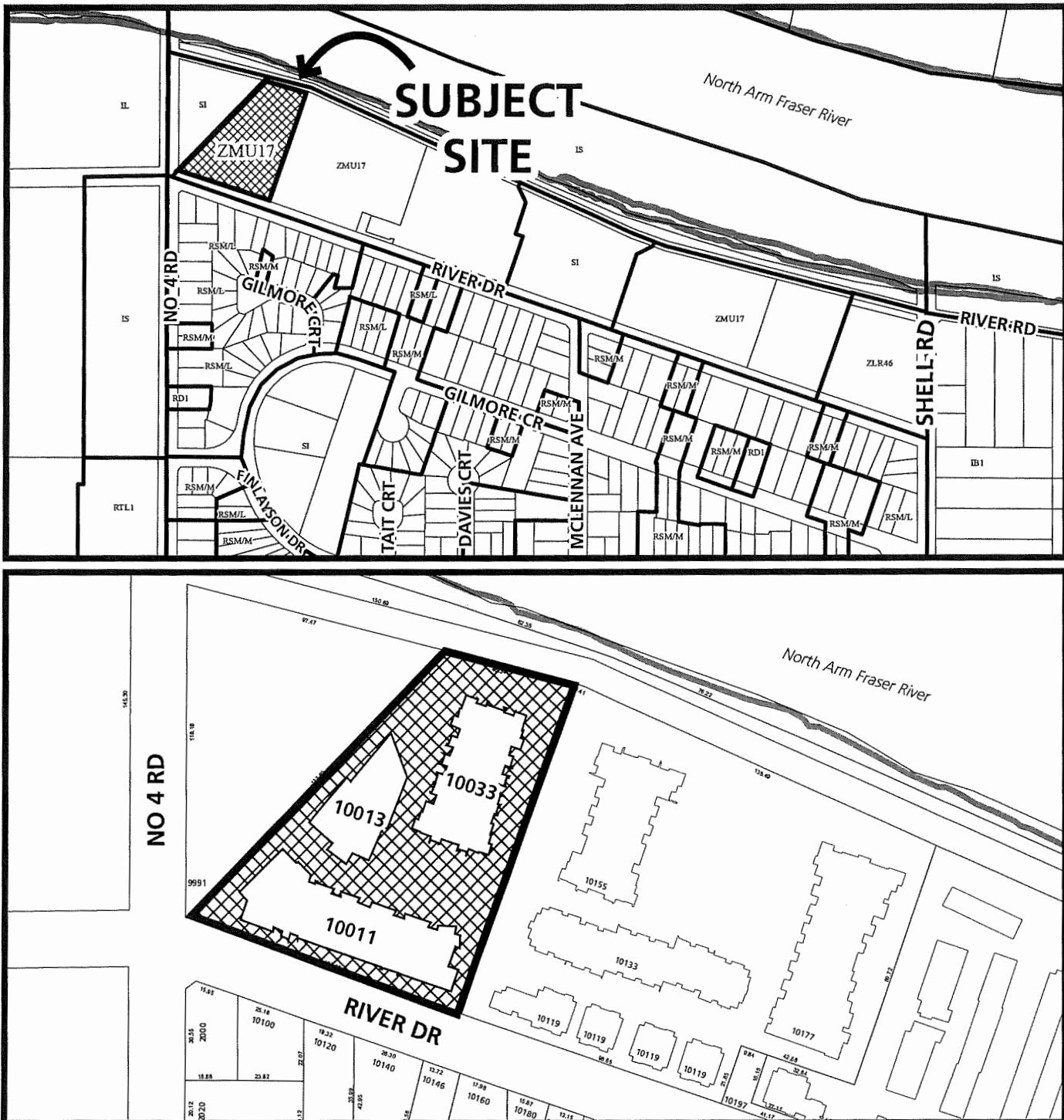
CITY OF RICHMOND
APPROVED by

APPROVED by Director or Solicitor


MAYOR

CORPORATE OFFICER



City of Richmond



ZT 25-007646

Original Date: 9/25/25
Revision Date: 11/17/25

Note: Dimensions are in METRES



Consolidated 5 Year Financial Plan (2026-2030) Bylaw No. 10727

The Council of the City of Richmond enacts as follows:

1. Schedule "A", Schedule "B" and Schedule "C" which are attached and form part of this bylaw, are adopted as the Consolidated 5 Year Financial Plan (2026-2030).
2. Consolidated 5 Year Financial Plan (2025-2029) Bylaw No. 10622 and all associated amendments are repealed.
3. This Bylaw is cited as "**Consolidated 5 Year Financial Plan (2026-2030) Bylaw No. 10727**".

FIRST READING

DEC 08 2025

SECOND READING

DEC 08 2025

THIRD READING

DEC 08 2025

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept. JC
APPROVED for legality by Solicitor LB

MAYOR

CORPORATE OFFICER

SCHEDULE A:

CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2026-2030)
REVENUE AND EXPENSES
(In \$000's)

	2026 Budget	2027 Plan	2028 Plan	2029 Plan	2030 Plan
Revenue:					
Taxation and Levies	349,207	367,850	386,918	405,321	423,470
Utility Fees	184,734	196,200	204,273	211,638	220,926
Sales of Services	65,349	66,636	67,977	69,241	70,466
Investment Income	48,715	43,715	41,214	38,714	36,714
Other Revenue	26,083	24,642	24,693	25,479	25,099
Provincial and Federal Grants	18,012	25,634	5,862	5,583	5,662
Payments In Lieu of Taxes	16,302	16,758	17,261	17,761	18,276
Licenses and Permits	14,967	15,225	15,517	15,800	16,089
Gaming Revenue	10,500	10,500	10,500	10,500	10,500
Developer Contributed Assets	48,414	50,271	70,972	48,414	48,414
Development Cost Charges	12,296	20,451	22,094	14,981	11,804
Other Capital Funding Sources	27,420	29,830	12,580	12,868	12,656
	\$821,999	\$867,712	\$879,861	\$876,300	\$900,076
Expenses:					
Law and Community Safety	179,534	185,308	192,708	200,429	207,515
Parks, Recreation and Culture	94,012	88,980	91,109	93,122	95,253
Engineering and Public Works	81,579	81,891	83,313	84,704	86,504
Utility Budget					
Sanitary Sewer Utility	69,142	75,287	78,219	80,201	83,197
Water Utility	59,545	61,148	62,535	63,896	65,836
Sanitation and Recycling	28,271	28,090	28,705	29,309	29,928
Flood Protection	22,667	23,141	23,579	24,009	24,449
Fiscal	39,076	36,355	38,738	40,196	41,745
Finance and Corporate Services	37,955	36,400	36,829	37,747	38,693
Planning and Development Services	30,075	36,060	17,858	18,294	18,743
Corporate Administration	12,795	12,967	13,324	13,679	14,046
Debt Interest	3,931	3,931	3,931	3,931	3,931
Richmond Olympic Oval Corporation	21,329	21,912	22,450	22,951	23,463
Richmond Public Library	13,965	14,138	14,426	14,710	15,000
	\$693,876	\$705,608	\$707,724	\$727,178	\$748,303
Annual Surplus	\$128,123	\$162,104	\$172,137	\$149,122	\$151,773

SCHEDULE A (CONT'D):

CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2026-2030)
TRANSFERS
(In \$000's)

	2026 Budget	2027 Plan	2028 Plan	2029 Plan	2030 Plan
Transfers:					
Debt Principal	3,838	3,970	4,106	4,247	4,393
Transfer To Reserves	138,669	139,869	144,772	150,063	156,695
Transfer from Reserves to fund Operating Reserve Programs:					
Bylaw 8206	(400)	(400)	(400)	(400)	(400)
Bylaw 8877	(210)	(210)	(10)	(10)	(10)
Bylaw 7812 S.1.1.1 (a)	(525)	(525)	(525)	(525)	(525)
Bylaw 7812 S.1.1.1 (d)	(50)	(50)	(50)	(50)	(50)
Bylaw 7812 S.1.1.1 (j)	(175)	(175)	(175)	(175)	(175)
Operating Reserves - Prior Years	(1,680)	-	-	-	-
Transfer To (From) Surplus	(2,910)	14,439	14,287	15,323	14,728
Capital Expenditures - Current Year	245,884	158,497	147,229	208,608	219,253
Capital Expenditures - Prior Years	231,646	301,444	335,584	324,135	349,306
Capital Expenditures - Developer Contributed Assets	48,414	50,271	70,972	48,414	48,414
Capital Expenditures - Richmond Public Library	910	710	710	710	710
Capital Expenditures – Richmond Olympic Oval Corporation	2,113	4,992	2,438	2,242	1,750
Capital Funding	(537,401)	(510,728)	(546,801)	(603,460)	(642,316)
Transfers/Amortization offset:	\$128,123	\$162,104	\$172,137	\$149,122	\$151,773
Balanced Budget	\$-	\$-	\$-	\$-	\$-
Tax Increase	3.04%	4.55%	4.41%	4.03%	3.82%

SCHEDULE B:

CITY OF RICHMOND
5 YEAR FINANCIAL PLAN
CAPITAL FUNDING SOURCES (2026-2030)
(In \$000's)

DCC Reserves	2026	2027	2028	2029	2030
Drainage DCC	3,437	4,725	6,373	4,112	3,584
Parks Development DCC	1,270	1,505	1,364	1,035	1,176
Roads DCC	5,589	12,791	13,449	8,323	6,254
Sanitary DCC	202	112	73	176	62
Water DCC	1,798	1,318	835	1,335	728
Total DCC	\$12,296	\$20,451	\$22,094	\$14,981	\$11,804
Statutory Reserves					
Capital Building and Infrastructure	57,300	4,726	17,260	48,700	55,600
Capital Reserves	56,194	36,586	29,857	48,882	48,920
Capstan Station	-	2,000	-	-	-
Drainage Improvement	3,624	-	-	-	-
Equipment Replacement	7,339	6,667	5,967	3,812	7,163
Flood Protection	24,832	28,826	24,189	24,201	26,301
Sanitary Sewer	10,405	9,960	5,854	-	-
Sanitary Sewer BL10401	10,250	-	4,222	20,474	20,588
Water Supply	14,650	450	450	15,668	20,819
Waterman Replacement	4,917	6,410	7,991	5,368	1,786
Total Statutory Reserves	\$189,511	\$95,625	\$95,790	\$167,105	\$181,177
Other Sources					
Canada Community Building Fund	1,175	850	600	850	600
Enterprise Fund	175	-	-	-	-
Grant and Developer Contribution	21,401	24,100	10,100	10,100	10,100
MRN Rehabilitation	4,844	4,880	1,880	1,918	1,956
Other Sources	14,122	10,620	13,854	11,318	11,545
Rate Stabilization	160	-	-	-	-
Sewer Levy Stabilization	150	135	-	-	150
Solid Waste and Recycling	350	300	300	300	300
Steveston Community Amenities Fund	-	-	1,000	375	-
Water Levy Stabilization	1,700	1,536	1,611	1,661	1,621
Total Other Sources	\$44,077	\$42,421	\$29,345	\$26,522	\$26,272
Total Capital Program	\$245,884	\$158,497	\$147,229	\$208,608	\$219,253

SCHEDULE C:

CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2026-2030)
STATEMENT OF POLICIES AND OBJECTIVES

Revenue Proportions By Funding Source

Property taxes are the largest portion of revenue for any municipality. Taxes provide a stable and consistent source of revenue for many services that are difficult or undesirable to fund on a user-pay basis. These include services such as community safety, general government, libraries and park maintenance.

Objective:

- Maintain revenue proportion from property taxes at current level or lower

Policies:

- Tax increases will be at CPI + 1% for transfers to reserves
- Annually, review and increase user fee levels by consumer price index (CPI).
- Any increase in alternative revenues and economic development beyond all financial strategy targets can be utilized for increased levels of service or to reduce the tax rate.

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2026.

Table 1:

Funding Source	% of Total Revenue
Taxation and Levies	47.6%
Utility Fees	25.2%
Sales of Services	8.9%
Investment Income	6.6%
Provincial and Federal Grants	2.5%
Payments In Lieu of Taxes	2.2%
Licenses and Permits	2.0%
Gaming Revenue	1.4%
Other	3.6%
Total Operating and Utility Funding Sources	100.0%

SCHEDULE C (CONT'D):

CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2026-2030)
STATEMENT OF POLICIES AND OBJECTIVES

Distribution of Property Taxes

Table 2 provides the 2025 distribution of property tax revenue among the property classes. 2026 Revised Roll figures will be received in late March 2026.

Objective:

- Maintain the City's business to residential tax ratio in the middle in comparison to other municipalities. This will ensure that the City will remain competitive with other municipalities in attracting and retaining businesses.

Policies:

- Regularly review and compare the City's tax ratio between residential property owners and business property owners relative to other municipalities in Metro Vancouver.

Table 2: (Based on the 2025 Revised Roll figures)

Property Class	% of Tax Burden
Residential (1)	57.39%
Business (6)	32.42%
Light Industry (5)	8.28%
Others (2, 3, 4, 8 & 9)	1.91%
Total	100.0%

Permissive Tax Exemptions**Objective:**

- Council passes the annual permissive exemption bylaw to exempt certain properties from property tax in accordance with guidelines set out by Council Policy and the *Community Charter*. There is no legal obligation to grant exemptions.
- Permissive exemptions are evaluated with consideration to minimizing the tax burden to be shifted to the general taxpayer.

Policy:

- Exemptions are reviewed on an annual basis and are granted to those organizations meeting the requirements as set out under Council Policy 3561 and Sections 220 and 224 of the *Community Charter*.