



## City Council

Council Chambers, City Hall  
6911 No. 3 Road

Monday, January 27, 2014  
7:00 p.m.

Pg. #      ITEM

### MINUTES

1. *Motion to:*

- (1) *adopt the minutes of the Regular Council meeting held on Monday, January 13, 2014 (distributed previously); and*
- (2) *adopt the **minutes** of the Regular Council meeting for Public Hearings held on Monday, January 20, 2014.*

CNCL-10



### AGENDA ADDITIONS & DELETIONS

### PRESENTATION

Peter Russell, Senior Manager, Sustainability and District Energy, to present on the Community Energy and Emissions Plan – Phase 2.

### COMMITTEE OF THE WHOLE

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



3. Delegations from the floor on Agenda items.

**(PLEASE NOTE THAT FOR LEGAL REASONS, DELEGATIONS ARE NOT PERMITTED ON ZONING OR OCP AMENDMENT BYLAWS WHICH ARE TO BE ADOPTED OR ON DEVELOPMENT PERMITS/DEVELOPMENT VARIANCE PERMITS - ITEM NO. 19.)**

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
- Business Licence Bylaw Amendment Bylaw 9090
- Spirit Hospitality Inc., doing business as Milltown Bar and Grill 9191 Bentley Street
- Community Energy and Emissions Plan – Phase 2
- Richmond Community Services Advisory Committee 2013 Annual Report and 2014 Work Program
- RIAC 2013 Annual Report and 2014 Work Program
- Land use applications for first reading (to be further considered at the Public Hearing on Monday, February 17, 2014):
  - 5771/5791 Langtree Avenue – Rezone from RS1/E to RS2/B (Raman Kooner and Robbie Sharda – applicant)
  - 13040 No. 2 Road – Rezone from IL to ZMU24 (Kirk Yuen of Cape Construction (2001) Ltd. – applicant)
  - 8555 Sea Island Way and 3031 No. 3 Road – Zoning Text to permit a Type 2 Retail Liquor Store Rezone and to remove Type 1 Retail Liquor Store (JAK Group, DBA and DKJK Investments Ltd. – applicant)
- Letter Supporting Continuation of LiveSmart BC: Small Business Energy Efficiency Program

## Council Agenda – Monday, January 27, 2014

Pg. #

ITEM

- Weekly/Bi-Weekly Garbage Collection Pilot Program
- Richmond Active Transportation Committee – Proposed 2014 Initiatives
- Provincial 2013-2014 BikeBC Program – Submissions for Cost-Sharing

5. *Motion to adopt Items 6 through 18 by general consent.*

☐

Consent  
Agenda  
Item

6. **COMMITTEE MINUTES**

*That the minutes of:*

- CNCL-22 (1) the **Community Safety Committee** meeting held on Tuesday, January 14, 2014;
- CNCL-45 (2) the **General Purposes Committee** meeting held on Monday, January 20, 2014;
- CNCL-58 (3) the **Planning Committee** meeting held on Tuesday, January 21, 2014;
- CNCL-62 (4) the **Public Works & Transportation Committee** meeting held on Wednesday, January 22, 2014;

*be received for information.*

☐

Consent  
Agenda  
Item

7. **BUSINESS LICENCE BYLAW AMENDMENT BYLAW 9090**  
(File Ref. No. 12-8275-02; 12-8060-20-009090) (REDMS No. 4059992)

CNCL-68

See Page CNCL-68 for full report

### GENERAL PURPOSES COMMITTEE RECOMMENDATION

*That Business Licence Bylaw No. 7360, Amendment Bylaw No. 9090, to increase the maximum number of Class A Taxicabs to 97, be introduced and given first, second and third readings.*

☐

Consent  
Agenda  
Item

8. **SPIRIT HOSPITALITY INC., DOING BUSINESS AS MILLTOWN BAR AND GRILL 9191 BENTLEY STREET**  
(File Ref. No. 12-8275-05) (REDMS No. 4046995)

CNCL-72

See Page CNCL-72 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

*That the Liquor Control and Licensing Branch be advised that Richmond City Council does not wish to provide comments or recommendations to the Liquor Control and Licensing Branch with regard to the application submitted by Spirit Hospitality Inc., doing business as Milltown Bar and Grill, on a Food Primary liquor licence with the operating hours of Monday to Sunday 9:00 a.m. to 1:00 a.m.*

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Consent  
Agenda  
Item

9. **COMMUNITY ENERGY AND EMISSIONS PLAN – PHASE 2**  
(File Ref. No. 10-6000-01) (REDMS No. 4021612 V.4)

CNCL-76

See Page CNCL-76 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

*That the Community Energy and Emissions Plan, as provided in the staff report titled Community Energy and Emissions Plan – Phase 2 from the Director, Engineering, dated January 13, 2014, be approved.*

☐

Consent  
Agenda  
Item

10. **RICHMOND COMMUNITY SERVICES ADVISORY COMMITTEE  
2013 ANNUAL REPORT AND 2014 WORK PROGRAM**  
(File Ref. No. 01-0100-20-RCSA1) (REDMS No. 4053176)

CNCL-178

See Page CNCL-178 for full report

PLANNING COMMITTEE RECOMMENDATION

*That the Richmond Community Services Advisory Committee's 2014 Work Program be approved.*

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Consent  
Agenda  
Item

11. **RIAC 2013 ANNUAL REPORT AND 2014 WORK PROGRAM**  
(File Ref. No. 01-0100-20-RIAC-01) (REDMS No. 4089183)

CNCL-221

See Page CNCL-221 for full report

PLANNING COMMITTEE RECOMMENDATION

*That the Richmond Intercultural Advisory Committee 2013 Annual Report and 2014 Work Program (Attachment 1) be approved.*

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Pg. # ITEM

Consent  
Agenda  
Item

12. **APPLICATION BY RAMAN KOONER AND ROBBIE SHARDA FOR REZONING AT 5771/5791 LANGTREE AVENUE FROM SINGLE DETACHED (RS1/E) TO SINGLE DETACHED (RS2/B)**

(File Ref. No. 12-8060-20-009096, RZ 13-647241) (REDMS No. 4104327)

CNCL-234

See Page CNCL-234 for full report

PLANNING COMMITTEE RECOMMENDATION

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9096, for the rezoning of 5771/5791 Langtree Avenue from “Single Detached (RS1/E)” to “Single Detached (RS2/B)”, be introduced and given first reading.*



Consent  
Agenda  
Item

13. **APPLICATION BY KIRK YUEN OF CAPE CONSTRUCTION (2001) LTD. FOR REZONING AT 13040 NO. 2 ROAD FROM THE “LIGHT INDUSTRIAL (IL)” ZONE TO A SITE SPECIFIC “COMMERCIAL MIXED USE (ZMU24) – LONDON LANDING (STEVESTON)” ZONE**

(File Ref. No. 12-8060-20-009094, RZ 12-602748) (REDMS No. 4065308)

CNCL-252

See Page CNCL-252 for full report

PLANNING COMMITTEE RECOMMENDATION

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9094 to: create “Commercial Mixed Use (ZMU24) – London Landing (Steveston)”; and to rezone 13040 No. 2 Road from “Light Industrial (IL)” to “Commercial Mixed Use (ZMU24) – London Landing (Steveston)”; be introduced and given first reading.*



Consent  
Agenda  
Item

14. **APPLICATION BY JAK GROUP, DBA AND DKJK INVESTMENTS LTD. FOR A ZONING TEXT AMENDMENT TO AMEND THE “AUTO-ORIENTED COMMERCIAL (CA)” ZONE TO PERMIT A TYPE 2 RETAIL LIQUOR STORE AT 8555 SEA ISLAND WAY AND TO AMEND THE “HOTEL COMMERCIAL (ZC16) – CAPSTAN VILLAGE (CITY CENTRE)” ZONE TO REMOVE A TYPE 1 LIQUOR STORE FROM 3031 NO. 3 ROAD**

(File Ref. No. 12-8060-20-009091/009092) (REDMS No. 4061730)

CNCL-295

See Page CNCL-295 for full report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9091, to amend the “Auto-Oriented Commercial (CA)” zone to allow a 222 m<sup>2</sup> type 2 retail liquor store at 8555 Sea Island Way, be introduced and given first reading; and*
- (2) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9092, to amend the “Hotel Commercial (ZC16) – Capstan Village (City Centre)” zone to remove type 1 retail liquor store as a secondary use at 3031 No. 3 Road, be introduced and given first reading.*



Consent  
Agenda  
Item

15. **LETTER SUPPORTING CONTINUATION OF LIVESMART BC: SMALL BUSINESS ENERGY EFFICIENCY PROGRAM**

(File Ref. No. 10-6125-05-01) (REDMS No. 4125963)

CNCL-343

See Page CNCL-343 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

*That a letter supporting the continuation of the LiveSmart BC: Small Business Program be sent to the B.C. Minister of Energy and Mines under the Mayor’s signature with copies to Metro Vancouver members.*



Consent  
Agenda  
Item

16. **WEEKLY/BI-WEEKLY GARBAGE COLLECTION PILOT PROGRAM**

(File Ref. No. 10-6405-01) (REDMS No. 4108801)

CNCL-346

See Page CNCL-346 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

- (1) *That a pilot program for single-family garbage collection to evaluate weekly and bi-weekly service levels be undertaken commencing March, 2014;*
- (2) *That the Chief Administrative Officer and General Manager, Engineering & Public Works be authorized to negotiate and execute an amendment to Contract T.2988, Residential Solid Waste & Recycling Collection Services, to service, acquire, store, assemble, label, deliver, replace and undertake related tasks for the carts, undertake program evaluation and related items associated with this temporary pilot program; and*

- (3) *That staff report back with a progress update of the pilot in July, including recommendations for:*
- (a) *services to those residents in the pilot at the conclusion of the program; and*
- (b) *City-provided garbage collection service levels as a permanent program to all residents serviced by the City.*



Consent  
Agenda  
Item

17. **RICHMOND ACTIVE TRANSPORTATION COMMITTEE – PROPOSED 2014 INITIATIVES**

(File Ref. No. 01-0100-20-RCYC1) (REDMS No. 4047203)

CNCL-364

See Page CNCL-364 for full report

**PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION**

- (1) *That the proposed 2014 initiatives of the Richmond Active Transportation Committee, as described in the staff report titled Richmond Active Transportation Committee – Proposed 2014 Initiatives, be endorsed; and*
- (2) *That a copy of the staff report titled Richmond Active Transportation Committee – Proposed 2014 Initiatives be forwarded to the Richmond Council / School Board Liaison Committee for information.*



Consent  
Agenda  
Item

18. **PROVINCIAL 2013-2014 BIKEBC PROGRAM – SUBMISSIONS FOR COST-SHARING**

(File Ref. No. 01-0150-20-THIG1/2013) (REDMS No. 4054527)

CNCL-371

See Page CNCL-371 for full report

**PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION**

- (1) *That the submission for cost-sharing to the Province's 2013-2014 BikeBC Program for the upgrade of an off-street multi-use pathway as part of the Crosstown Neighbourhood Bike Route, as described in the staff report dated December 20, 2013 from the Director, Transportation, be endorsed; and*
- (2) *That should the above applications be successful, the Chief Administrative Officer and the General Manager, Planning and Development, be authorized to execute the funding agreement.*



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CONSIDERATION OF MATTERS REMOVED FROM THE  
CONSENT AGENDA

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PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

**CNCL-377**      Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 8664**  
(9388 Cambie Road, ZT 10-542950)  
Opposed at 1<sup>st</sup> Reading – None.  
Opposed at 2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

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**CNCL-379**      Visiting Delegation, Study Tour and City Hall Tour **Bylaw No. 9068**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

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**CNCL-381**      Consolidated Fees Bylaw No. 8636, Amendment **Bylaw No. 9067**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

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## DEVELOPMENT PERMIT PANEL

### 19. RECOMMENDATION

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

- CNCL-383**      (1)    *That the **minutes** of the Development Permit Panel meeting held on Wednesday, January 15, 2014, and the **Chair's report** for the Development Permit Panel meeting held on January 15, 2014, be received for information; and*
- CNCL-399**      (2)    *That the recommendation of the Panel to authorize the issuance of a Development Permit (DP 13-642725) for the property at 8888 Patterson Road be endorsed, and the Permit so issued.*

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## ADJOURNMENT

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**Regular Council Meeting for Public Hearings  
Monday, January 20, 2014**

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

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

Michelle Jansson, Acting Corporate Officer

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

1. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9082**  
(Location: 7491 Lindsay Road; Applicant: 0868256 BC Ltd.)

*Applicant's Comments:*

The applicant was not available to answer questions.

*Written Submissions:*

None.

*Submissions from the floor:*

None.

PH14/1-1 It was moved and seconded

***That Richmond Zoning Bylaw 8500, Amendment Bylaw 9082 be given  
second and third readings.***

**CARRIED**



**Regular Council Meeting for Public Hearings**  
**Monday, January 20, 2014**

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**2. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9083**  
(Location: 11580 Cambie Road; Applicant: Pacific Land Group)

*Applicant's Comments:*

Brent Tedford, Pacific Land Group, stated that the Arbutnot Group is a local family-owned operator of liquor outlets and pubs since 1975. They currently operate four retail stores in the lower mainland. They have an excellent staff training program and a near perfect record with the Liquor Control and Licensing Board. Since 1975 they have had only one infraction from the Liquor Board. Impacts to traffic and parking have been evaluated by a Transportation Engineer and no concerns were noted. Also, he noted that extensive polling was conducted on site which indicated 80% support for the relocation of the liquor store license from the Sheraton Four Points Hotel to the Cambie Plaza Shopping Centre.

*Written Submissions:*

None.

*Submissions from the floor:*

Mr. Walia, a local liquor store owner, stated that he was not opposed to the liquor store but raised a concern with the location based on his personal research for his own store. He was of the understanding that the location was not a desirable location due to the neighbouring school, park and church. Therefore, based on such information, he did not pursue this particular location for his own store. In his opinion, Mr. Walia stated that nothing had changed and the area remains sensitive with a busy park and school located nearby.

Darryn Young, Richmond resident, spoke in opposition to the proposed application. Mr. Young was of the opinion that the subject site was not suitable for a liquor store due to its proximity to a park, school, and church.

It was moved and seconded

***That Richmond Zoning Bylaw 8500, Amendment Bylaw 9083 be given second and third readings.***

The question on Resolution No. PH14/1-2 was not called as clarification was requested from staff regarding changes that may have affected this type of rezoning application.

PH14/1-2



## Regular Council Meeting for Public Hearings Monday, January 20, 2014

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Wayne Craig, Director of Development, stated that in terms of City policy nothing had changed related to the liquor store criteria. The City had received one previous application for a liquor store in the area. Public consultation during the previous application indicated that there was overwhelming opposition from the community. The public consultation conducted with this application indicated that there was support from a segment of the community for a liquor store at this location.

Discussion ensued regarding the merits of the application. Generally, members of Council supported the proposal as Cambie Road and No. 5 Road would provide an adequate buffer and the retail outlet would not pose any danger to the area. Council members opposed to the proposed development expressed concern that by approving the exception to the City guidelines with respect to proximity to school and park facilities it could be perceived as being unfair to those businesses that comply with the guidelines and has the potential to open the door for similar applications.

In reply to a query regarding any decision of Council on the previous application, Mr. Craig advised that the previous application was withdrawn by the applicant after the public consultation period and this did not come before Council. He noted that the distance from schools and parks are regulated by a policy adopted by Council and not a City bylaw.

Discussion continued concerning referring the policy to staff for review of the location of liquor outlets.

The question on Resolution No. PH14/1-2 was then called and it was **CARRIED** with Cllr. Au opposed.

PH14/1-3

It was moved and seconded

*That the policy regarding "Guidelines for Free-Standing Licensee Retail Store (LRS) Rezoning Applications" be referred to staff to review the location of liquor outlets and report back following the introduction of the revised Provincial guidelines for liquor outlets.*





**Regular Council Meeting for Public Hearings  
Monday, January 20, 2014**

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The question on Resolution No. PH 14/1-3 was not called as discussion ensued regarding the merits of the referral to amend the policy as the guidelines regulate both retail stores and pubs. Members suggested that in light of pending changes in Provincial legislation related to liquor licensing the referral was redundant. Mr. Craig stated that should the Provincial legislation related to liquor retail outlets be revised staff would revisit the City policy.

The question on Resolution No. PH14/1-3 was then called and it was **CARRIED**.

**3. OFFICIAL COMMUNITY PLAN BYLAW 9000, AMENDMENT BYLAW 9085, OFFICIAL COMMUNITY PLAN BYLAW 7100, AMENDMENT BYLAW 9086, AND RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9087**

(Location: 9051 and 9055 Dayton Avenue; Applicant: Yamamoto Architecture Inc.)

*Applicant's Comments:*

The applicant was available to answer questions.

*Written Submissions:*

Ray Luetzen, 8351 Heather Street (**Schedule 1**)

Charles and Irene Webster, 8291 Heather Street (**Schedule 2**)

*Submissions from the floor:*

None.

PH14/1-4

It was moved and seconded

***That Official Community Plan Bylaw 9000, Amendment Bylaw 9085; Official Community Plan Bylaw 7100, Amendment Bylaw 9086; and Richmond Zoning Bylaw 8500, Amendment Bylaw 9087 be given second and third readings.***

**CARRIED**

**Opposed:** Cllr. Barnes  
Cllr. Steves



**Regular Council Meeting for Public Hearings**  
**Monday, January 20, 2014**

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**4. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9088**  
(Location: 8951 Heather Street; Applicant: Kulwinder Pooni)

*Applicant's Comments:*

The applicant was available to answer questions.

*Written Submissions:*

Peter Lam, 9211 Francis Road (**Schedule 3**)

*Submissions from the floor:*

None.

PH14/1-5

It was moved and seconded

***That Richmond Zoning Bylaw 8500, Amendment Bylaw 9088 be given second and third readings.***

The question on Resolution No. PH14/1-5 was not called as staff was directed to inform Mr. Lam of the varying lot widths in the area.

The question on Resolution No. PH14/1-5 was then called and it was **CARRIED.**

**5. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9089**  
(Location: 16540 River Road; Applicant: Viridi Pacific Holdings Ltd.)

*Applicant's Comments:*

The applicant was available to answer questions.

*Written Submissions:*

Doris Lougheed, 19000 River Road (**Schedule 4**)

*Submissions from the floor:*

None.

PH14/1-6

It was moved and seconded

***That Richmond Zoning Bylaw 8500, Amendment Bylaw 9089 be given second and third readings.***

**CARRIED**

**Opposed:** Cllr. Barnes  
Cllr. Steves



**Regular Council Meeting for Public Hearings**  
**Monday, January 20, 2014**

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**ADJOURNMENT**

PH14/1-7

It was moved and seconded  
*That the meeting adjourn (7:35 p.m.).*

**CARRIED**

Certified a true and correct copy of the  
Minutes of the Regular Meeting for Public  
Hearings of the City of Richmond held on  
Monday, January 20, 2014.

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Mayor (Malcolm D. Brodie)

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Acting Corporate Officer  
City Clerk's Office (Michelle Jansson)

**Mayor and Councillors**

Schedule 1 to the Minutes of the  
Council Meeting for Public  
Hearings held on Monday,  
January 20, 2014.

**From:** Webgraphics  
**Sent:** Friday, 10 January 2014 2:51 PM  
**To:** Mayor and Councillors  
**Subject:** Send a Submission Online (response #764)

To Public Hearing
Date: Jan 20, 2014
Item: 3
Re: 9051 & 9055 Dayton Ave
R2 11-589989

**Categories:** 12-8060-20-9085 (xr: B/L 9086 & 9087) 9051 & 9055 Dayton Ave - Yamamoto Architecture

## Send a Submission Online (response #764)

### Survey Information

Site:	City Website
Page Title:	Send a Submission Online
URL:	<a href="http://cms.richmond.ca/Page1793.aspx">http://cms.richmond.ca/Page1793.aspx</a>
Submission Time/Date:	1/10/2014 2:49:38 PM

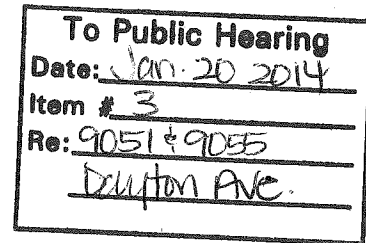
### Survey Response

Your Name	Ray Luetzen
Your Address	8351 Heather Street
Subject Property Address OR Bylaw Number	9051 and 9055 Dayton Avenue
Comments	<p>Unfortunately, I am not able to attend the Public Hearing, Monday January 20, 2014, but wish to address a few concerns that I have concerning this proposed project. Having lived in our residence for 34 years, we have seen many changes in Richmond, a lot of them for the better. The main concerns we have about the proposed development are as follows: 1/ It is our understanding that the present hedge that separates us from the site will remain (with some pruning). The site maps that are available online are not clear on that matter. The hedge has taken over 30 years to grow, providing privacy and noise control and it would be criminal to have it removed. 2/ The paved areas of the present property have caused excessive run-off water during moderate to heavy rains which in turn creates flooding in our and neighbouring back yards. The present storm sewer drains location and capacity seem inadequate for the site area. 2/ Traffic flow from</p>

Garden City through Dayton Avenue to Heather Street already is and will be a bigger problem. Parking should be restricted to one side of the street as vehicles now have to alternate to travel through. There is a tremendous amount of traffic that exits from the shoppingcenter onto Dayton in both directions creating potential traffic jams. We trust that the concerns will be addressed and not just dismissed in the name of "progress".

**Badyal, Sara**

**From:** CE WEBSTER [i\_m\_webster@shaw.ca]  
**Sent:** Thursday, 16 January 2014 03:46 PM  
**To:** Badyal, Sara  
**Subject:** Fwd: RZ11-589989



----- Forwarded Message -----

**From:** "CE WEBSTER" <i\_m\_webster@shaw.ca>  
**To:** "sara" <badyal@richmond.ca>  
**Sent:** Thursday, January 16, 2014 1:38:12 PM  
**Subject:** RZ11-589989

Sara

We live at 8291 Heather Street and were in to see the site plans for the property behind us( fondly known as the back lands) bordered at the ends by Dixon and Dayton.

WE have a few questions:

a)What is the grading for the development? Will it be in keeping with the height of the road or higher? If it is higher than the existing long standing structures we as will others will face run off water in our backyards during the wet season.

b) I noticed we are slated for sewer upgrade, will we be notified of the approximate date?

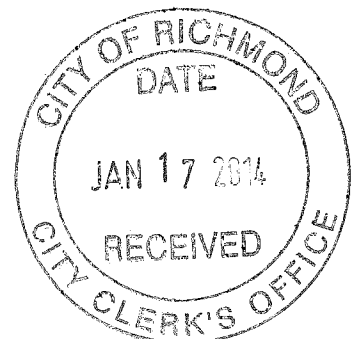
c) The existing cedar hedge marked for preservation: will it be maintained by a landscaping company?

d) We have concerns about the entrance and exit on Dixon. There are vehicles parked there long term(2 Ford 150 trucks parked there for a week or weeks at a time, the limo service park their long cars, others use it for long term parking). The width of the road is compromised as is the ability to pass. Also Emergency vehicles will have issues trying to navigate. Is there a plan to issue parking permits for those with more than 2 cars. There will need to be better intersection control at Dixon and Heather as many vehicles do not stop at the Dixon STOP SIGN. Perhaps a 4 way stop sign.

e) What is the proposed start date for this project. And who do we contact when trades start work outside of regular hours.

f) Has there ever been an impact study done on existing Community Resources ie, schools, emergency services, physicians, hospital, police force to name a few. It seems to me there are many building permits given but no accompanying impact study.

Thank you for taking the time to read this.  
Charles(Mickey) and Irene Webster.



**MayorandCouncillors**

From: Webgraphics  
Sent: Monday, 20 January 2014 12:53 PM  
To: MayorandCouncillors  
Subject: Send a Submission Online (response #765)

Categories: 12-8060-20-9088 - RZ 13-645746 - 8951 Heather St. - Pooni

<b>To Public Hearing</b>
Date: <u>Jan 20, 2014</u>
Item # <u>4</u>
Re: <u>8951 Heather St.</u>
<u>RZ 13-645746</u>

**Send a Submission Online (response #765)**

**Survey Information**

Site:	City Website
Page Title:	Send a Submission Online
URL:	<a href="http://cms.richmond.ca/Page1793.aspx">http://cms.richmond.ca/Page1793.aspx</a>
Submission Time/Date:	1/20/2014 12:52:42 PM

**Survey Response**

Your Name	Peter Lam
Your Address	9211 Francis Road
Subject Property Address OR Bylaw Number	8951 Heather Street, RMD
Comments	<p>We oppose to the subdivision rezoning request at 8951 Heather Street, RMD. It seems the Richmond bylaw now permits 9 meters frontage. But from what we understand, the minimum frontage of a single family lot is used to be 10 meters with a reason. If we allow the subject property lot to be subdivided into two, we will create two "pencil" houses in the end. This stretch of Heather street have been greatly re-developed and transformed over the years, All the new houses on Heather have at least 10 meters frontage. Yet I still find them looked ridiculous in that you stand in front of the property, you only see a double garage door, nothing else. You don't see any entrance. No living room window. I don't even want to imagine what the house will look like with only 9 meters frontage. Look, the last thing we want to see would be someone posting pictures on youtube about some ridiculous looking houses in Richmond. That would be a show stopper. I am pro development, but let's</p>

be reasonable, not this location for subdivision. None of the properties on Heather Street have less than 10 meters frontage as of today. Let's keep it that way. And since they can't go wide, I am sure the developers will go even higher. The new houses will dwarf all the neighbors like monsters. No monster pencil houses. Please stop.



January 10, 2014

City Clerk  
City of Richmond  
6911 No. 3 Road,  
Richmond, BC V6Y 2C1

Dear Honorable City of Richmond Council Members,

To Public Hearing
Date: Jan 20, 2014
Item # 5
Re: 16540 River Rd
2T13-636744

CITY OF RICHMOND  
CITY CENTRE

JAN 13 2014  
8:45am

**Schedule 4 to the Minutes of the  
Council Meeting for Public  
Hearings held on Monday,  
January 20, 2014.**

**RE: Richmond Zoning Bylaw 8500 Amendment Bylaw 9089 (2T 13-636744) on 16540 River Road Richmond**

I am writing this letter to the City of Richmond as a concerned citizen witnessing the effects of the past approved "truck storage" and other outdoor storage yards in that area of the 16000 block of River Road.-

After talking to Kevin Eng, your City Planner, it is obvious that this is all in the design stages of more trucks to be placed on River Road, the road that is also the dyke that protects our City. Since the allowing of the truck parking in that area, there had been increased trucks (greater than 9 tons) especially to the east of that area. Designing of access to those properties (ie 16780 River Road) that has road separators or delineators is not working considering that there **WERE** 10 delineators to prevent tractor trailers from going EAST, however they had to already be once replaced a year ago and now again there is only 1 delineator left trying uselessly to stay in place for so many of the transport tractors cross the double yellow line to go EAST.

I am writing to appeal to the city council on what are the realities of trying to use River Road. I adamantly object to broadening the land use of that property (16540 River Road) for the purposes of outdoor storage. Kevin Eng told me that the height restriction will be to 4.5 metres. I still OBJECT to this after again witnessing the effects of the RAYMONT container storage operation. If you ever try to go east on River Road from No. 6 Road weekdays, invariably there are numerous highway transport tractors laden with containers that are PARKED on that section of River Road, blocking River Road. After sitting behind these trucks for a while wondering what is happening, I risk my well being and cross the double line into oncoming traffic. These parked tractor trailers are trying to get access to the Raymont property to unload their containers.

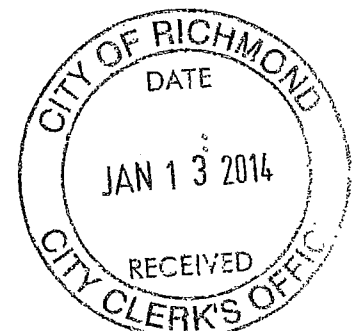
Any containers or other outdoor storage that would be placed on this 16540 River Road property would need to be taken there and picked up by tractor trailers placing more traffic onto River Road even to the EAST of these properties. More and more shipping containers are being placed on rural properties without any view of what is right and proper for a city and what they look like. Keep industrial containers on industrial zoned sites. Do you want a shipping container placed in your neighbourhood?

The 16000 River Road area properties were approved for truck storage a short while ago with certain conditions and restrictions. At that time, the City of Richmond Council took plenty of time to consider zoning and usage for those properties. Why should this property zoning again be amended by the By-Law process? I am witnessing the effects especially on weekdays when these trucks drive eastward on River Road. More truck traffic due to picking up and returning "outdoor storage" units such as shipping containers and towable trailers is not the best situation for the rural community to the east of No. 7 Road.

In addition, large trucks, dump trucks, transport trailer units and other heavy vehicles upon exiting these sites deposit a thin slimy mud on River Road that builds up upon the road surface. With rain these fine mud particles are washed eventually into the River Road ditch which is a recognised Fisheries Habitat.

I plead with the City Council members **not** to allow this Amendment to go ahead. There have been issues with truck traffic and I emphasize that for an increase of the volumes of these heavy vehicles due to increased back and forth movement to and from these properties will just exacerbate these problems.

Respectfully objecting to the By-law amendment,  
Doris Loughheed  
19000 River Road,  
Richmond, BC V6V1M3





## Community Safety Committee

Date: Tuesday, January 14, 2014

Place: Anderson Room  
Richmond City Hall

Present: Councillor Derek Dang, Chair  
Councillor Linda McPhail  
Councillor Ken Johnston  
Councillor Evelina Halsey-Brandt  
Councillor Bill McNulty  
Mayor Malcolm Brodie

Also Present: Councillor Linda Barnes

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

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the Community Safety Committee held on Tuesday, December 10, 2013, be adopted as circulated.*

**CARRIED**

### NEXT COMMITTEE MEETING DATE

Wednesday, February 12, 2014, (tentative date) at 4:00 p.m. in the Anderson Room

**Community Safety Committee**  
**Tuesday, January 14, 2014**

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**DELEGATION**

1. With the aid of a PowerPoint presentation (attached to and forming part of these Minutes as Schedule 1), Superintendent Norm Gaumont, Corporate and Client Services Officer, "E" Division, RCMP, accompanied by Assistant Commissioner Norm Lipinski, Criminal Operations Officer – Core Policing, "E" Division, RCMP and Chief Superintendent Brian Cantera, Operations Officer, "E" Division, RCMP spoke of the RCMP's five lower mainland Integrated Teams and commented on their costs for Richmond.

In reply to queries from Committee, A/Commissioner Lipinski provided the following information:

- clearance rates are utilized to measure effectiveness; however, policing agencies often employ different criteria for such measurements;
- there is no extra cost to existing RCMP municipalities when an independent police agency partners with the RCMP for the services of Integrated Teams;
- the costs of divisional administration and the Green Timbers facility are included in the total cost of contracted services, i.e., Integrated Teams;
- independent police agencies that have partnered with the RCMP for the services of Integrated Teams do not benefit from the various cost sharing formulas;
- the RCMP does not solicit independent police agencies to partner for the services of Integrated Teams; and
- costs of the Green Timbers facility are still under negotiation between the federal and provincial governments.

Discussion ensued and Committee requested that the Integrated Teams' annual report be more detailed.

*Mayor Brodie left the meeting (4:43 p.m.) and returned (4:44 p.m.).*

**LAW AND COMMUNITY SAFETY DEPARTMENT**

2. **COMMUNITY BYLAWS – NOVEMBER 2013 ACTIVITY REPORT**  
(File Ref. No.) (REDMS No. 4053228 v.4)

Discussion ensued regarding the recent dog incident and Committee requested that such information be relayed to Council immediately.

**Community Safety Committee**  
**Tuesday, January 14, 2014**

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It was moved and seconded

*That the staff report titled Community Bylaws – November 2013 Activity Report dated December 16, 2013, from the General Manager, Law & Community Safety be received for information.*

**CARRIED**

*Cllr. Barnes left the meeting (4:45 p.m.) and did not return.*

3. **RICHMOND FIRE-RESCUE – NOVEMBER 2013 ACTIVITY REPORT**  
(File Ref. No. 09-5000-01) (REDMS No. 4055476 v.4)

It was moved and seconded

*That the staff report titled Richmond Fire-Rescue – November 2013 Activity Report, dated December 17, 2013, from the Fire Chief, Richmond Fire-Rescue, be received for information.*

**CARRIED**

4. **RCMP'S MONTHLY REPORT – NOVEMBER 2013 ACTIVITIES**  
(File Ref. No. 09-5000-01) (REDMS No. 4054739 v.3)

In reply to a query from the Chair, Superintendent Renny Nessel, Officer in Charge (OIC), Richmond RCMP, advised that Auxiliary Constable community policing hours increased in December 2013 as there were more volunteering opportunities.

It was moved and seconded

*That the report titled RCMP's Monthly Report – November 2013 Activities (dated December 17, 2013, from the Officer in Charge, Richmond RCMP) be received for information.*

**CARRIED**

5. **MARINE PATROL PROGRAM – POST PATROL REPORT 2013**  
(File Ref. No. 09-5000-01) (REDMS No. 4038649)

In reply to a query from Committee, Supt. Nessel spoke of the Marine Patrol Program's finances. Committee requested that staff provide a memorandum on the Marine Patrol Program's finances.

It was moved and seconded

*That the report titled Marine Patrol Program – Post Patrol Report 2012 (dated December 17, 2013, from the Officer in Charge, Richmond RCMP) be received for information.*

**CARRIED**

**Community Safety Committee**  
**Tuesday, January 14, 2014**

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**6. FIRE CHIEF BRIEFING**

(Verbal Report)

Item for discussion:

**(i) Tree Chipping Event**

John McGowan, Fire Chief, Richmond Fire-Rescue (RFR), spoke of the 32<sup>nd</sup> annual tree chipping event at Garry Point Park. Fire Chief McGowan highlighted that over 2,000 people attended and approximately \$8,500 was raised. Also, he noted that the tree chips will be utilized by the Richmond Nature Park to revitalize its trails and landscapes.

Committee thanked RFR for all their hard work.

**7. RCMP/OIC BRIEFING**

(Verbal Report)

Items for discussion:

**(i) Christmas & New Year's Update**

Supt. Nessel commented on the 2013 holiday season, noting that there were no major incidents.

**(ii) Business Outreach Cards**

Supt. Nessel spoke of a new outreach initiative for Richmond businesses and noted that the cards are available in English and Cantonese.

**8. MANAGER'S REPORT**

None.

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (5:00 p.m.).*

**CARRIED**

**Community Safety Committee**  
**Tuesday, January 14, 2014**

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Certified a true and correct copy of the Minutes of the meeting of the Community Safety Committee of the Council of the City of Richmond held on Tuesday, January 14, 2014.

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Councillor Derek Dang  
Chair

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Hanieh Berg  
Committee Clerk

## The LMD Integrated Team Presentation to City of Richmond Council



- A/Commr. Norm LIPINSKI – District Commander
- C/SUPT Brian Cantera – Operations Officer
- Supt. Brad Haugli – Investigative Services Officer
- Supt. Norm Gaumont – Corporate and Client Services



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Schedule 1 to the Minutes of the  
Community Safety Committee  
meeting held on Tuesday,  
January 14, 2014.

## **Five Lower Mainland Integrated Teams**

- IHIT – Integrated Homicide Investigation Team
- ERT – Emergency Response Team
- IPDS – Integrated Police Dog Service
- IFIS – Integrated Forensic Investigation Service
- ICARS – Integrated Collision Analysis Reconstruction Service



## Benefits of Integrated Teams

- Complex investigations require high level of skills and training, large amount of front end resourcing which can be very difficult for small detachments.
- Ongoing training requirements for specialized units can be costly and time consuming.
- Integrated, regional approach to investigations eliminates jurisdictional boundaries, increases sharing of information and help solve crime in a more efficient and effective manner.
- Court in BC have a very high standard for charge approval compared to other Provinces where Police lay charges.
- Court disclosure requirements on complex investigation are resource intensive and time consuming.



# I-TEAM Municipal Staffing Levels

	YEAR	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
	Authorized										
QHIT	39 (03/04)	28	37	37	38	42	48	55	59	61	62
NCI	49 (05/06)										
30	68 (08/09)*										
ERT	67 (06/07)*				21	39	47	48	56	61	57
IPDS	39 (08/09)						34	31	31	32	31
IFIS	55 (08/09)						40	38	35	41	39
ICARS	18 (08/09)						11	10	12	14	13

\*Authorized over a 3-year period

LOWER MAINLAND INTEGRATED UNITS MOU MATRIX				
Type of MOU	Activation Date	Participating Police Agency		
IHIT	06-01-2003	Abbotsford (4/1/2004)	New Westminster (4/1/2005)	Port Moody (Pending)
ERT	04-01-2006	Delta (6/21/2013)	New Westminster (1/3/2013)	Port Moody (3/5/2013)
ICARS	04-01-2008	West Vancouver (Pending)		
IFIS	04-01-2008	West Vancouver (Pending)	Delta (Discussion stage)	
IPDS	04-01-2008	Abbotsford (4/1/2010)	Delta (Discussion stage)	New Westminster (Discussion stage)

**LEGEND**

Black - MOU Signed

RED - MOU Pending

Blue - Discussion Stage



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## **Consultation Process for Budgets and Resources**

- I-TEAM commanders provide a yearly budget proposal to the District Commander.
- These proposals are reviewed to make sure
  - 1) any increases are within acceptable inflationary cost
  - 2) or are justified by increases in work load or one time equipment purchases.
- The budgets are reviewed by the CAO/PPC Advisory Sub-Committee for consultation and input – This committee is Chaired by Francis Cheung; members are Dan Bottril, Paul Gill, Phillis Carlyle, Lambert Chu, John Dumont, Dave Stuart and Vivienne Wilke and Lisa Godenzie from Police Services.
- The budgets are than provided to the larger CAO/PPC Committee for final consultation.
- Final budget approval is provided by the District Officer in consultation with Division Executive Team.



## Total cost for Integrated Teams

5 Yr

Actuals	2008-09	2009-10	2010-11	2011-12	2012-13	Change	Annualized
IHIT	13,112,255	15,200,122	16,220,109	17,776,112	16,399,646	25%	4.58%
ERT	8,480,842	7,830,402	10,005,560	11,208,280	10,571,796	25%	4.51%
IFIS	6,892,049	7,492,848	7,687,519	8,913,396	8,744,284	27%	4.88%
IPDS	6,481,512	6,865,924	6,055,455	7,051,200	7,084,715	9%	1.80%
ICARS	2,033,628	2,046,297	2,228,970	2,383,372	2,233,105	10%	1.89%
<b>Total</b>	<b>37,000,286</b>	<b>39,435,593</b>	<b>42,197,613</b>	<b>47,332,360</b>	<b>45,033,546</b>	<b>22%</b>	<b>4.01%</b>

## Total cost billed for Integrated Teams

### Municipality Richmond

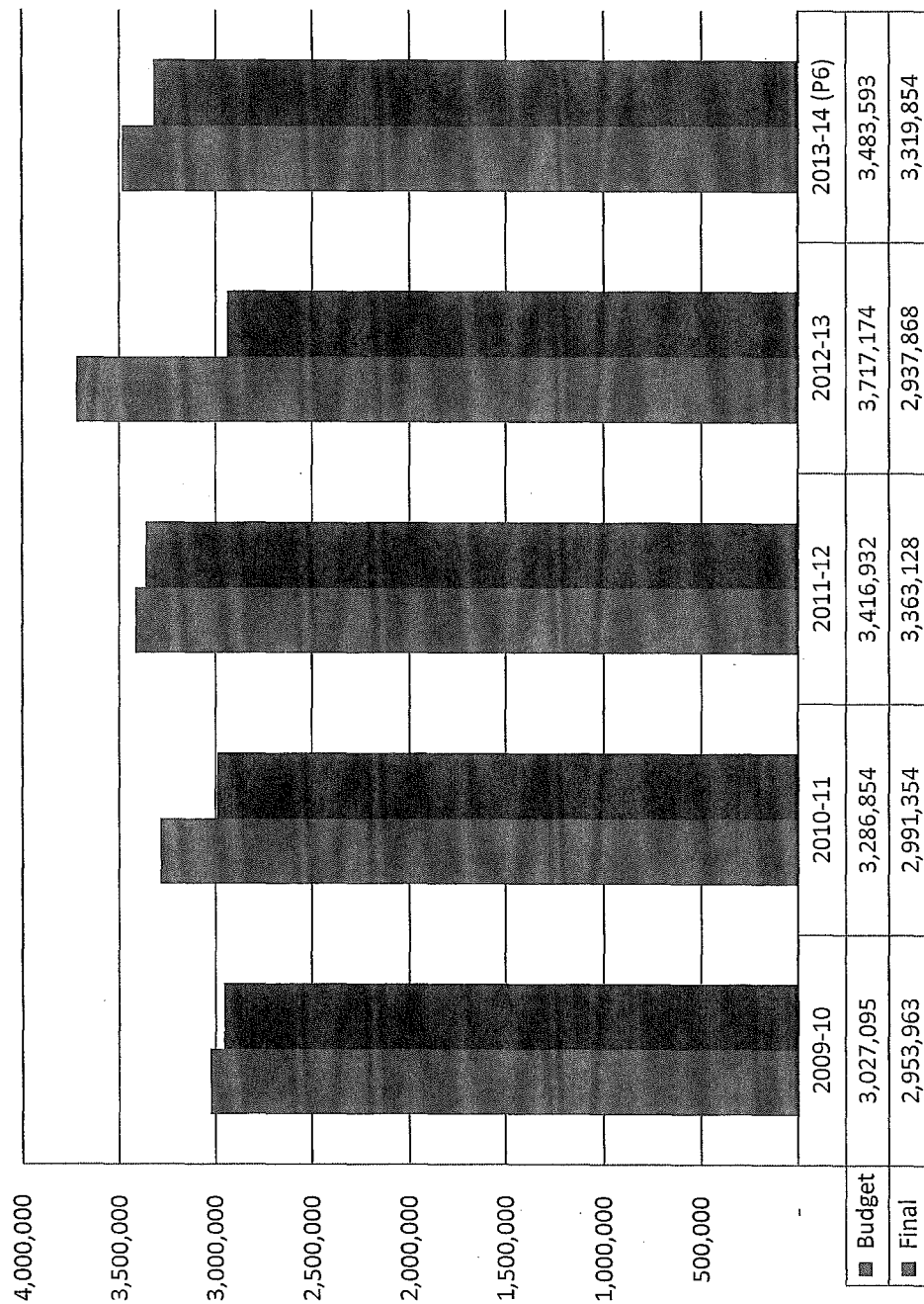
Values	Fiscal Year					5 Yr Change	Annualized
	2008-09	2009-10	2010-11	2011-12	2012-13		
IHIT	\$992,258	\$1,172,001	\$1,205,389	\$1,328,395	\$949,151	-4.34%	-0.88%
ERT	\$364,462	\$342,029	\$420,695	\$468,112	\$441,654	21.18%	3.92%
FIS	\$616,845	\$678,454	\$675,535	\$779,505	\$766,673	24.29%	4.44%
IPDS	\$534,875	\$573,208	\$489,695	\$567,980	\$573,034	7.13%	1.39%
ICARS	\$182,377	\$188,268	\$195,773	\$208,378	\$196,262	7.61%	1.48%
III			\$4,267	\$10,758	\$11,094	0.00%	0.00%
<b>Total</b>	<b>\$2,690,816</b>	<b>\$2,953,960</b>	<b>\$2,991,354</b>	<b>\$3,363,128</b>	<b>\$2,937,868</b>	<b>9.18%</b>	<b>1.77%</b>



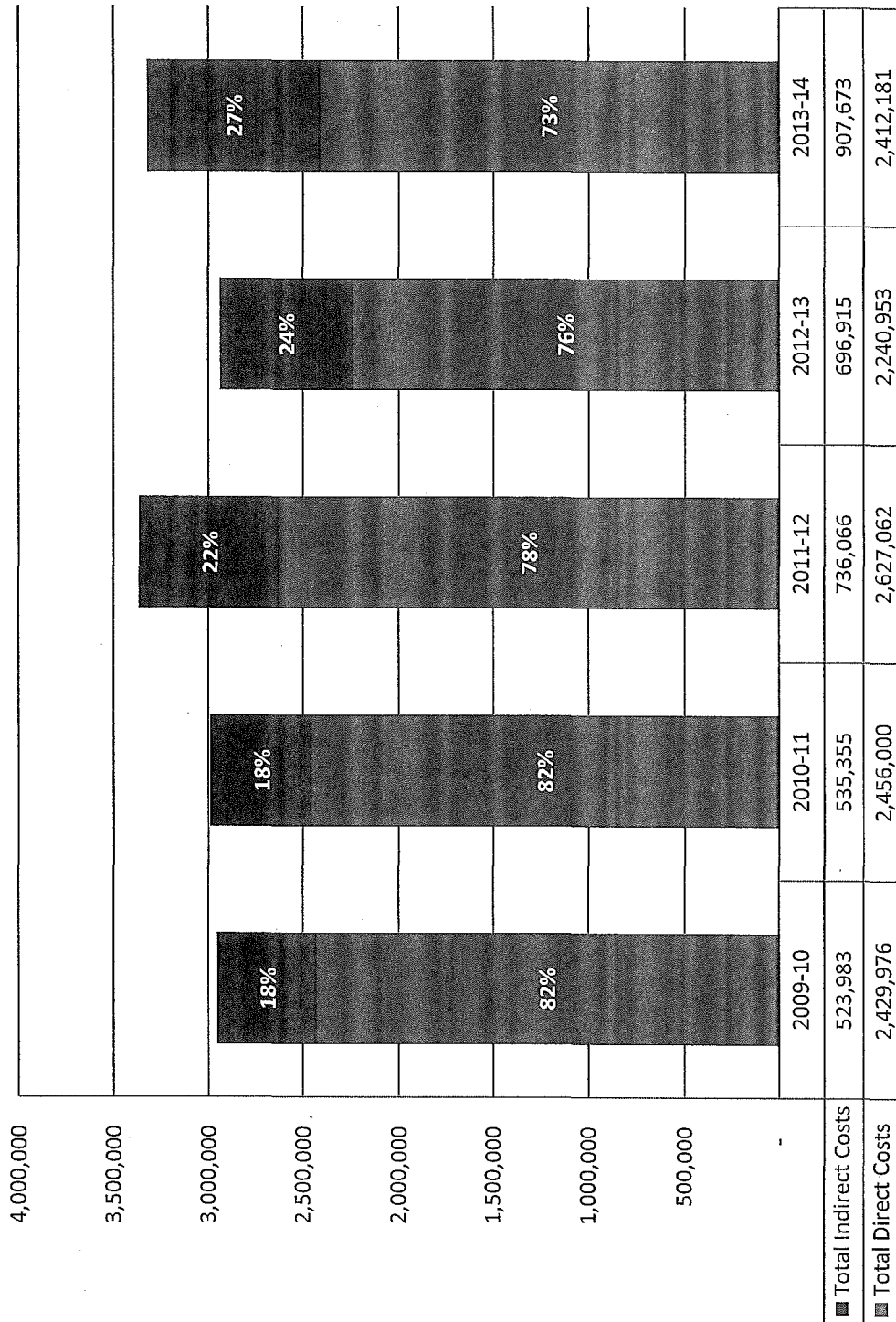
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**Richmond - Integrated Teams 5 Year Expenditure vs Budget**



## Richmond - Integrated Teams 5 Years Direct vs Indirect Costs



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2013/14 Original Projected Budget			
Integrated Unit	Total Direct Costs	Total Indirect Costs	Total Costs
IHIT	\$14,825,800	\$5,744,690	\$20,570,490
ERT	\$10,177,200	\$4,828,373	\$15,005,573
IFIS	\$7,863,500	\$3,080,280	\$10,943,780
IPDS	\$6,319,100	\$1,807,942	\$8,127,042
ICARS	\$2,340,080	\$1,144,564	\$3,485,364
<b>TOTALS</b>	<b>\$41,525,680</b>	<b>\$16,605,849</b>	<b>\$58,132,249</b>

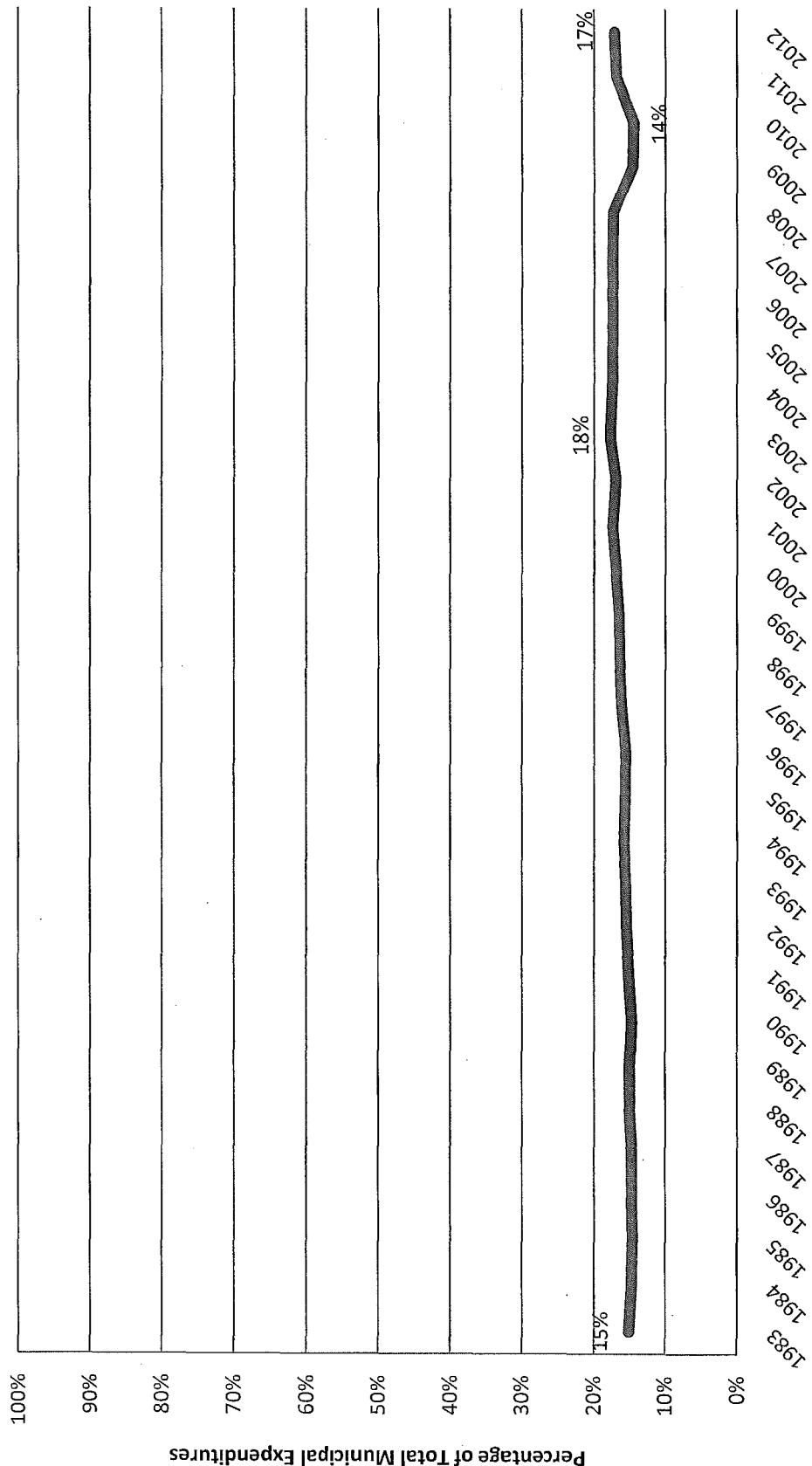
2013/14 Modified Projected Budget							
Integrated Unit	Total Direct Costs	% Direct Cost Decrease	Total Indirect Costs	% Indirect Cost Decrease	Total Costs	Overall Cost Decrease	% Decrease
IHIT	\$13,994,198	-5.6%	\$5,408,384	-5.9%	\$19,402,582	\$1,167,908	-5.7%
ERT	\$8,994,848	-11.6%	\$4,374,632	-9.4%	\$13,369,480	\$1,636,093	-10.9%
IFIS	\$7,677,579	-2.4%	\$3,078,197	-0.1%	\$10,755,776	\$188,004	-1.7%
PDS	\$5,995,061	-5.1%	\$1,653,054	-8.6%	\$7,648,115	\$478,927	-5.9%
ICARS	\$1,765,503	-24.6%	\$1,048,042	-8.4%	\$2,813,545	\$671,819	-19.3%
<b>TOTALS</b>	<b>\$38,427,189</b>	<b>-7.5%</b>	<b>\$15,562,309</b>	<b>-6.3%</b>	<b>\$53,989,498</b>	<b>\$4,142,751</b>	<b>-7.1%</b>



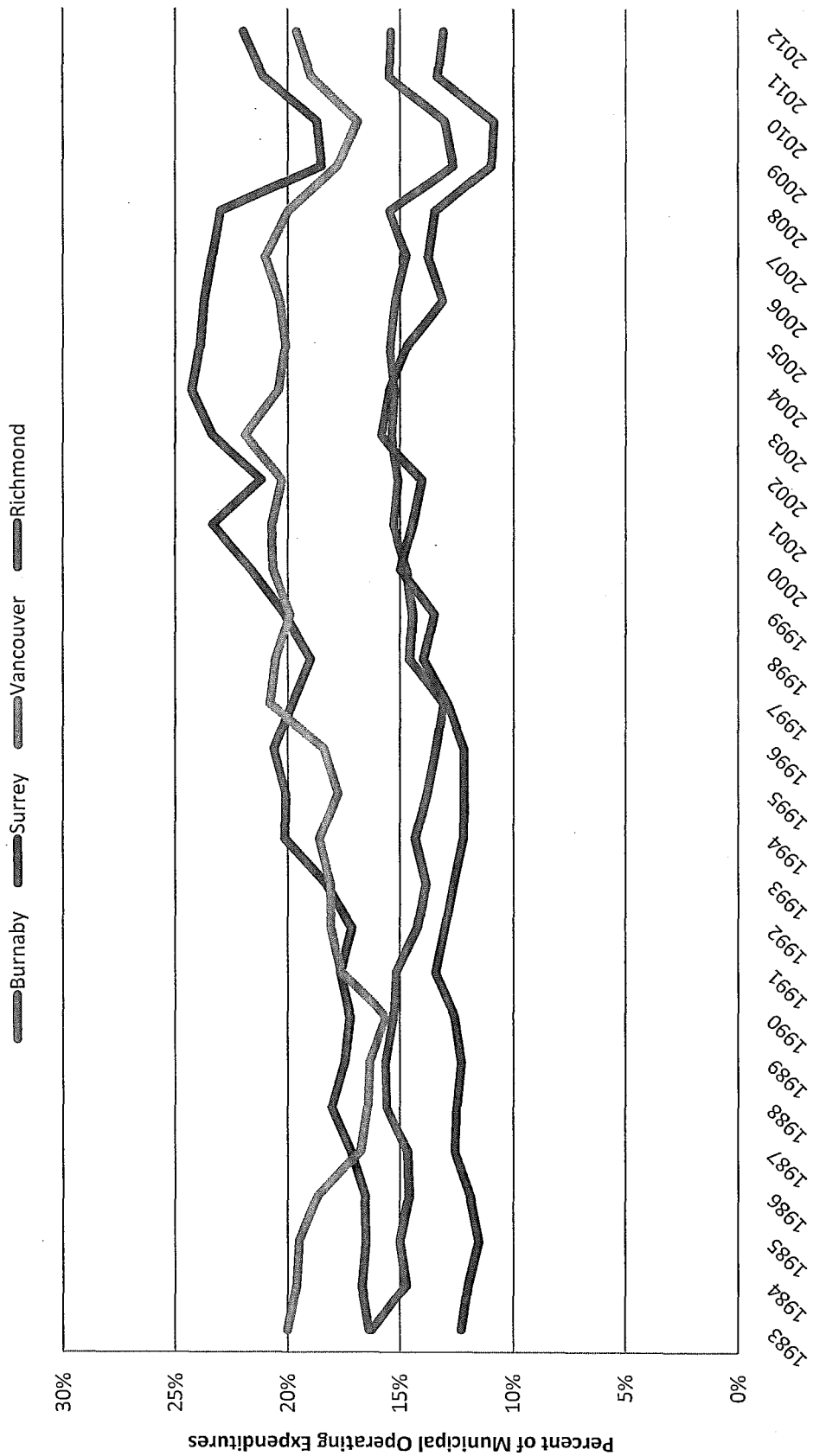
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# Policing Proportion of Aggregate Municipal Operating Expenditures All British Columbia Incorporated Municipalities 1983-2012



# Policing Proportion of Municipal Expenditures Largest Lower Mainland Municipalities 1983-2012



## **Costing Formula Advisory Committee**

- The CAO/PPC I-TEAM Advisory Committee created a sub-committee chaired by Dave Stuart to report back to the CAO/PPC advisory committee on proposals to determine a new costing formula for IHIT.
- Once IHIT costing formula is determined all other I-TEAMS formulas will be reviewed.

## **I-TEAM Mandate and Efficiency Review (IHIT)**

- Sub Committee was created by the CAO/PPC I-TEAM Advisory Committee to do an efficiency review of IHIT – Chaired by C/Supt. Brian Cantera with representatives from two Lower Mainland CAOs
- One of the main recommendations from the efficiency review was to have the first 72 hours of Operational Support paid by the Police of Jurisdiction.
- This would put more financial responsibility on those jurisdiction that have the most murders.
- The savings in funds can be better used to front load the investigation during the crucial period of time when evidence is still fresh.

## **I-TEAM Mandate and Efficiency Review (IHIT)**

- Once the IHIT review is completed the remainder of the I-TEAMS will be reviewed in the same manner.
- The RCMP is open to any type of external review.



## **Richmond IHIT File Review**

- IHIT has investigated 44 files in Richmond over a 10 year period from 2003-2013.
- There were 31 murder files (33 homicides) of which 22 files were cleared (71%)
- 20 charges were laid and 17 have been concluded with convictions and one accuse was found not criminally responsible.
- There are 9 files currently unsolved of which 4 have a suspect but not enough evidence.
- In 2004 a serial killer was apprehended after killing 4 people.

# QUESTIONS?

CNCL - 44





## General Purposes Committee

Date: Monday, January 20, 2014

Place: Anderson Room  
Richmond City Hall

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

Absent: Councillor Ken Johnston

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

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the General Purposes Committee held on Monday, January 6, 2014, be adopted as circulated.*

**CARRIED**

### FINANCE AND CORPORATE SERVICES DEPARTMENT

1. **BUSINESS LICENCE BYLAW AMENDMENT BYLAW 9090**  
(File Ref. No. 12-8275-02; 12-8060-20-009090) (REDMS No. 4059992)

It was moved and seconded

*That Business Licence Bylaw No. 7360, Amendment Bylaw No. 9090, to increase the maximum number of Class A Taxicabs to 97, be introduced and given first, second and third readings.*

**CARRIED**

**General Purposes Committee**  
**Monday, January 20, 2014**

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2. **SPIRIT HOSPITALITY INC., DOING BUSINESS AS MILLTOWN BAR AND GRILL 9191 BENTLEY STREET**

(File Ref. No. 12-8275-05) (REDMS No. 4046995)

It was moved and seconded

*That the Liquor Control and Licensing Branch be advised that Richmond City Council does not wish to provide comments or recommendations to the Liquor Control and Licensing Branch with regard to the application submitted by Spirit Hospitality Inc., doing business as Milltown Bar and Grill, on a Food Primary liquor licence with the operating hours of Monday to Sunday 9:00 a.m. to 1:00 a.m.*

**CARRIED**

**ENGINEERING AND PUBLIC WORKS DEPARTMENT**

3. **COMMUNITY ENERGY AND EMISSIONS PLAN – PHASE 2**

(File Ref. No. 10-6000-01) (REDMS No. 4021612 V.4)

With the aid of a video presentation, developed in partnership with the University of British Columbia and funded primarily by B.C. Hydro through a grant program, Peter Russell, Senior Manager, Sustainability and District Energy, highlighted the Community Energy and Emissions Plan for the City of Richmond. The plan focuses on (i) reducing energy demands, (ii) smart land use, (iii) transportation, and (iv) building practices. The draft plan was reviewed and received general support by the Advisory Committee on the Environment (ACE) on January 15, 2014.

Discussion ensued regarding communication strategies in which Mr. Russell advised that staff is working to complete the sustainability framework in order to provide a full report to Council on performance levels for the City. The report would provide the basis for a larger communication program on key elements of the energy plan. Other initiatives include strategic communication around policy and programs targeting a specific audience. Committee directed that the video presentation be shown at the next regular meeting of Council.

Discussion continued concerning amending the Richmond Zoning Bylaw to require solar panels for all new residential development in order to preserve farmland and other natural resources impacted by electrical power installations. Joe Erceg, General Manager, Planning and Development, advised that the City of Richmond was one of the first municipalities to adopt requirements that single-family housing be designed to be solar-ready. Further research would be required prior to establishing a requirement for the installation of solar panels in new buildings.

**General Purposes Committee**  
**Monday, January 20, 2014**

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With regard to sewer heat recovery projects, Mr. Russell advised that the Gateway Theatre project is nearing a full year of operation and staff will be preparing a report for Council which will include other possible projects (i.e. Minoru area).

Committee emphasized that when speaking in terms of Richmond as a sustainable community the communication plan is important and that any communication material must demonstrate the benefits and cost recovery period for any upgrades. The material should provide homeowners with specific action plans that would meet the City's energy and emission objectives. The development of City incentives in order to encourage participation in reducing energy and emissions was discussed by Committee. A reduction in taxes as an incentive would likely not be supported under the British Columbia Community Charter.

In response to queries regarding the success of the electrical vehicle recharging stations, the Lulu Island water treatment plant retrofit, and steps that can be taken to ensure continued advancement towards reaching the City objectives, Robert Gonzalez, General Manager, Engineering and Public Works, stated that statistics on the use of the electrical vehicle recharging stations would be included in the yearly sustainability report, however, preliminary data indicated that the recharging stations at City Hall and in Steveston are used more than others. The Lulu Island retrofit will take two or three years to complete and discussions are being held with Metro Vancouver regarding the benefits of a heat recovery project being undertaken in association with the retrofit. In terms of continued advancement in meeting the City objectives, staff continually reviews current policy as new government standards are introduced and ensure that new construction designs meet the new requirements.

At the conclusion of the discussion the following **motion** was introduced:

It was moved and seconded

***That the Community Energy and Emissions Plan, as provided in the staff report titled Community Energy and Emissions Plan – Phase 2 from the Director, Engineering, dated January 13, 2014, be approved.***

**CARRIED**

**General Purposes Committee**  
**Monday, January 20, 2014**

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**COMMUNITY SERVICES DEPARTMENT**

4. **RICHMOND OLYMPIC EXPERIENCE UPDATE**

(File Ref. No. 11-7000-01) (REDMS No. 4048748)

With the aid of a PowerPoint presentation (attached to and forming part of these minutes as **Schedule 1**) and a virtual simulation, Jane Fernyhough, Director, Arts, Culture and Heritage Services, and Jason Kita, Manager, Enterprise Services, provided an overview of the Richmond Olympic Experience (ROE). The vision of the ROE is to: (i) re-ignite the excitement felt by residents and visitors during the Games; (ii) inspire viewers to excellence; (iii) educate youth in the science, art, culture and power of sport; and (iv) create a permanent lasting legacy of the Games. The ROE is designed to be a multifaceted, multidimensional, highly interactive experience that will engage all ages through a transformative exhibit experience that inspires excellence in sport, promotes community and motivates everyone to dream big.

Discussion ensued regarding the space being utilized by the ROE, the inclusion of both summer and winter Olympic sports, and the incorporation of more interactive elements to the experience. Mr. Kita advised that the ROE space on all three levels is approximately 12,000 sq. ft. with the mezzanine area on the 3<sup>rd</sup> level comprising 9,800 sq. ft. of the total space. The intent of the ROE was to celebrate all Olympics and include all aspects of sports.

George Duncan, Chief Operating Officer, Richmond Oval Corporation, stated that it was not feasible to include an interactive bobsled element due to the risk and cost associated with the project. A speed skating simulation was considered but the simulations available did not meet standards. However, the door is still open to add these types of interactive simulators in the future. Staff was encouraged to continue to explore interactive activities for the ROE.

In response to a query, Mr. Kita indicated that no programmable space was eliminated due to the ROE. The mezzanine area was extended to create more programmable space and any spaces relocated due to the ROE were upgraded at that time.

With respect to the torch relay and cauldron project, Ms. Fernyhough informed Committee that a torch stop, exclusive to Richmond, was added to the route. The cauldron is in the development stage and as a public art project it would come back before Council for approval. Mr. Duncan noted that over \$200,000 of sponsorship has been obtained for the torch relay project.

## General Purposes Committee

### Monday, January 20, 2014

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Discussion continued regarding the interactive and educational components, the volunteer element, the area free to the public, and the number of visitors the ROE can accommodate. Mr. Kita advised that the temporary exhibits would accommodate any travelling exhibits throughout the Olympic network. In terms of the number of visitors, the theatre experience is limited to 56 visitors for a period of eight to ten minutes as a time. The "Core Experience" on the mezzanine level can accommodate 270 visitors at any given time; however, 190 visitors would be a more comfortable number. The pricing structure will be developed during the operational plan phase.

With regard to the request for Olympic material, Ms. Fernyhough noted that staff has been contacted twice and that any type of multimedia footage would be welcome.

At the conclusion of the discussion the following **motion** was introduced:

It was moved and seconded

*That the staff report titled Richmond Olympic Experience Update from the Director, Arts, Culture and Heritage Services dated January 6, 2014, be received for information.*

**CARRIED**

## ADJOURNMENT

It was moved and seconded

*That the meeting adjourn (5:18 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, January 20, 2014.

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Mayor Malcolm D. Brodie  
Chair

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Heather Howey  
Committee Clerk

# The Richmond Olympic Experience

General Purposes Committee

January 20, 2014



RICHMOND OLYMPIC OVAL

# The Vision

*"...re-ignite the excitement felt by residents and visitors during the Games; inspire viewers to excellence; educate youth in the science, art, culture and power of sport; and create a permanent lasting legacy of the Games..."*

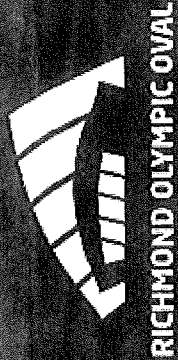


RICHMOND OLYMPIC OVAL



# The Experience

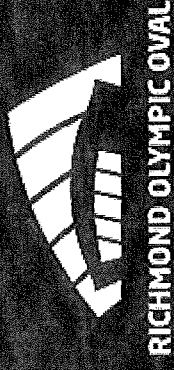
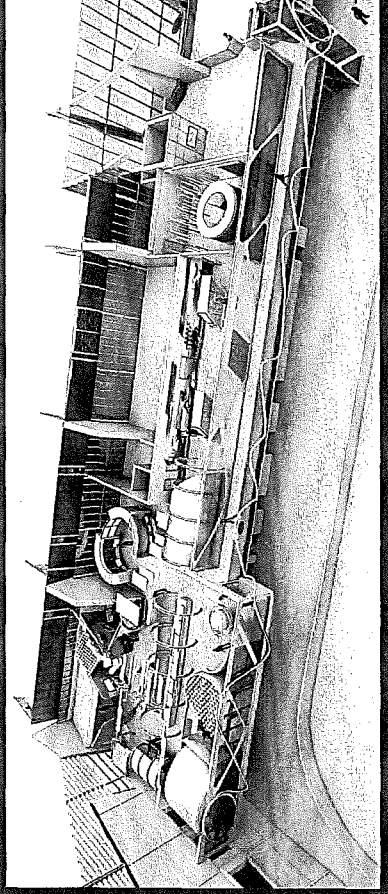
*"...the Richmond Olympic Experience is designed to be a multifaceted, multidimensional, highly interactive experience that will engage all ages through a transformative exhibit experience that inspires excellence in sport, promotes community and motivates everyone to dream big..."*





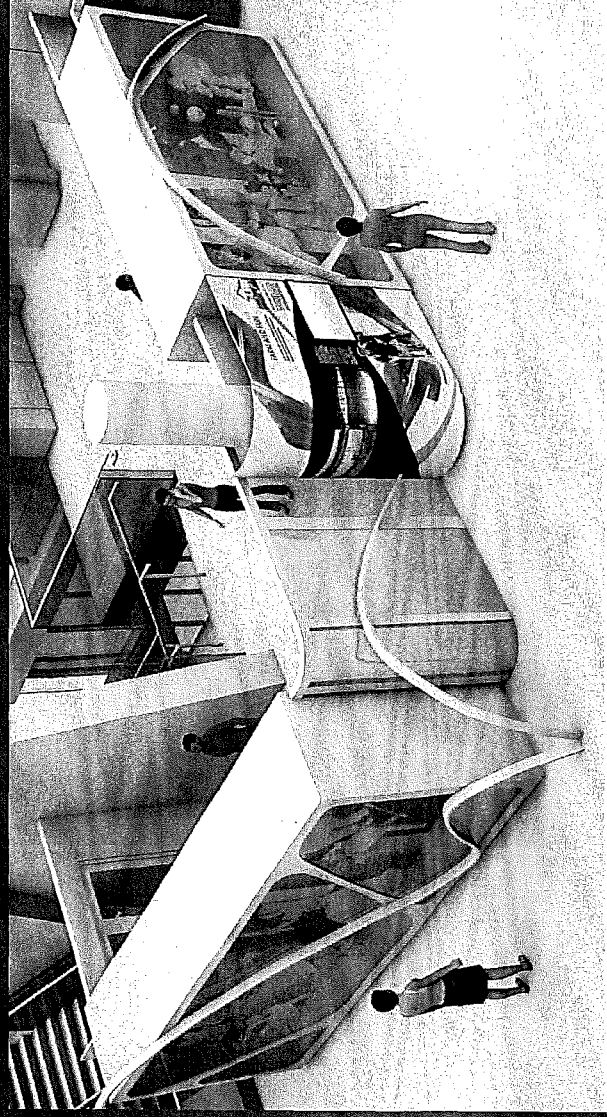
## The Design

- Reignite the Olympic Spirit
- Motivate visitors to strive toward their own person podiums
- Create awe inspiring visitor experience
- Celebrate Richmond's rich sporting history
- Create a legacy for Richmond which celebrates our role in the 2010 Games
- Maintain connection with the world-wide Olympic Movement



# Olympic Museums Network

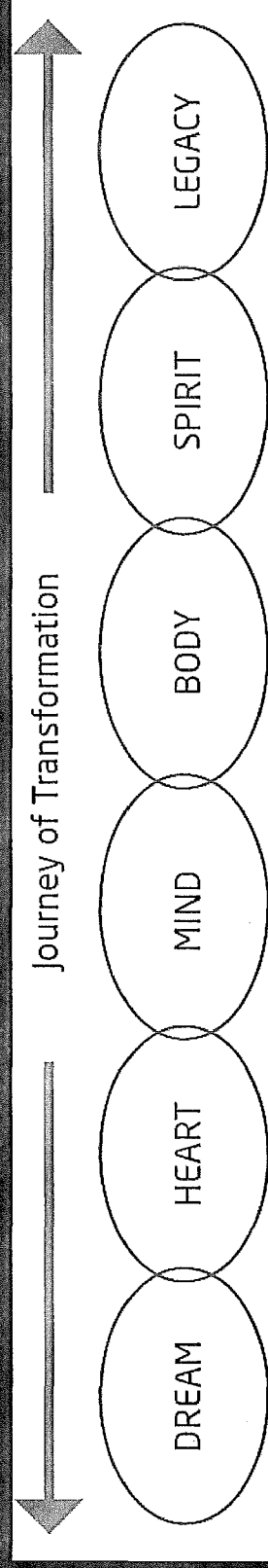
- First North American Member
- Coordinated through IOC's The Olympic Museum
- 22 Member Museums World-wide
- Collaboration, Idea Sharing and Exhibit Sharing



RICHMOND OLYMPIC OVAL

# The Journey of Transformation

- Exhibit organization inspired by the evolution of a dream
- A dream starts in the heart
- Requires determination and training of both mind and body
- Personal spirit elevates the dream
- Once the dream has been achieved – the journey creates a legacy



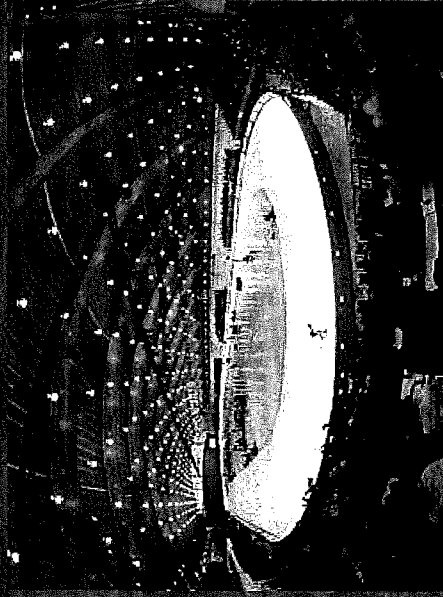
# The Exhibit





## Next Steps

- Exhibit Design Development Completed
- Exhibit Construction and Fabrication in Progress
- Marketing Communications Strategy – Completed
- Brand Development in Progress
- Retail Space Design in Progress
- Education Program in Progress
- Operating Plan in Progress
- Grand Opening – Fall 2014



RICHMOND OLYMPIC OVAL



## Planning Committee

Date: Tuesday, January 21, 2014

Place: Anderson Room  
Richmond City Hall

Present: Councillor Bill McNulty, Chair  
Councillor Evelina Halsey-Brandt  
Councillor Chak Au  
Councillor Linda Barnes  
Councillor Harold Steves

Also Present: Councillor Linda McPhail

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

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the Planning Committee held on Tuesday, January 7, 2014, be adopted as circulated.*

**CARRIED**

### COUNCILLOR LINDA MCPHAIL

1. **RCSAC COMMUNITY SOCIAL SERVICES EMPLOYER'S ASSOCIATION COLLECTIVE AGREEMENT UPDATE**

(File Ref. No. 01-0100-20-RCSA1) (REDMS No.)

In reply to queries from Committee, Janice Barr, Executive Director, Richmond Society of Community Living summarized the challenges that social service organizations are facing as a result of a ratified collective agreement that would increase wages.

**Planning Committee**  
**Tuesday, January 21, 2014**

---

She noted that the collective agreement was ratified with the understanding that the provincial government would allocate funds to cover the wage increases. However, the provincial government has since indicated wage increases must be accommodated within existing budgets, which has resulted in budgetary pressures and a decrease in services.

It was moved and seconded

*That the RCSAC Community Social Services Employer's Association Collective Agreement Update be received for information.*

**CARRIED**

## **COMMUNITY SERVICES DEPARTMENT**

**2. RICHMOND COMMUNITY SERVICES ADVISORY COMMITTEE  
2013 ANNUAL REPORT AND 2014 WORK PROGRAM**

(File Ref. No. 01-0100-20-RCSA1) (REDMS No. 4053176)

In response to queries from Committee, Rick Dubras, Richmond Addiction Services Society and Lisa Whittaker, Family Services of Greater Vancouver, co-chairs of the Richmond Community Services Advisory Committee (RCSAC), provided the following information:

- a task group was formed to examine space needs for non-profit groups; however, the task group was suspended because the task group's services were no longer required;
- RCSAC is seeking a youth volunteer to update the youth webpage on its website; and
- in cooperation with other agencies in the City, RCSAC hopes to organize an all candidates meetings for the upcoming civic election.

It was moved and seconded

*That the Richmond Community Services Advisory Committee's 2014 Work Program be approved.*

**CARRIED**

**3. RIAC 2013 ANNUAL REPORT AND 2014 WORK PROGRAM**

(File Ref. No. 01-0100-20-RIAC-01) (REDMS No. 4089183)

It was moved and seconded

*That the Richmond Intercultural Advisory Committee 2013 Annual Report and 2014 Work Program (Attachment 1) be approved.*

**CARRIED**

**Planning Committee**  
**Tuesday, January 21, 2014**

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4. **APPLICATION BY RAMAN KOONER AND ROBBIE SHARDA FOR REZONING AT 5771/5791 LANGTREE AVENUE FROM SINGLE DETACHED (RS1/E) TO SINGLE DETACHED (RS2/B)**

(File Ref. No. 12-8060-20-009096, RZ 13-647241) (REDMS No. 4104327)

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9096, for the rezoning of 5771/5791 Langtree Avenue from "Single Detached (RS1/E)" to "Single Detached (RS2/B)", be introduced and given first reading.*

**CARRIED**

5. **APPLICATION BY KIRK YUEN OF CAPE CONSTRUCTION (2001) LTD. FOR REZONING AT 13040 NO. 2 ROAD FROM THE "LIGHT INDUSTRIAL (IL)" ZONE TO A SITE SPECIFIC "COMMERCIAL MIXED USE (ZMU24) – LONDON LANDING (STEVESTON)" ZONE**

(File Ref. No. 12-8060-20-009094, RZ 12-602748) (REDMS No. 4065308)

Wayne Craig, Director of Development provided background information and highlighted the contributions made by the developer towards affordable housing. He also noted that the developer will contribute funds towards the City's Public Art Program and trail improvements in the area.

In reply to queries from Committee, Mr. Craig indicated that some commercial tenants in the area have relocated in part due to the rental rates and to avoid potential disruptions due to the anticipated construction.

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9094 to: create "Commercial Mixed Use (ZMU24) – London Landing (Steveston)"; and to rezone 13040 No. 2 Road from "Light Industrial (IL)" to "Commercial Mixed Use (ZMU24) – London Landing (Steveston)"; be introduced and given first reading.*

**CARRIED**

6. **APPLICATION BY JAK GROUP, DBA AND DKJK INVESTMENTS LTD. FOR A ZONING TEXT AMENDMENT TO AMEND THE "AUTO-ORIENTED COMMERCIAL (CA)" ZONE TO PERMIT A TYPE 2 RETAIL LIQUOR STORE AT 8555 SEA ISLAND WAY AND TO AMEND THE "HOTEL COMMERCIAL (ZC16) – CAPSTAN VILLAGE (CITY CENTRE)" ZONE TO REMOVE A TYPE 1 LIQUOR STORE FROM 3031 NO. 3 ROAD**

(File Ref. No. 12-8060-20-009091/009092) (REDMS No. 4061730)



**Planning Committee**  
**Tuesday, January 21, 2014**

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It was moved and seconded

- (1) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9091, to amend the "Auto-Oriented Commercial (CA)" zone to allow a 222 m<sup>2</sup> type 2 retail liquor store at 8555 Sea Island Way, be introduced and given first reading; and*
- (2) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9092, to amend the "Hotel Commercial (ZC16) – Capstan Village (City Centre)" zone to remove type 1 retail liquor store as a secondary use at 3031 No. 3 Road, be introduced and given first reading.*

**CARRIED**

**7. MANAGER'S REPORT**

None.

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (4:30 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Tuesday, January 21, 2014.

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Councillor Bill McNulty  
Chair

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Evangel Biason  
Auxiliary Committee Clerk



## Public Works & Transportation Committee

Date: Wednesday, January 22, 2014

Place: Anderson Room  
Richmond City Hall

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

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

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the Public Works & Transportation Committee held on Wednesday, November 20, 2013, be adopted as circulated.*

**CARRIED**

### NEXT COMMITTEE MEETING DATE

Wednesday, February 19, 2014, (tentative date) at 4:00 p.m. in the Anderson Room

### ENGINEERING AND PUBLIC WORKS DEPARTMENT

1. **LETTER SUPPORTING CONTINUATION OF LIVESMART BC: SMALL BUSINESS ENERGY EFFICIENCY PROGRAM**  
(File Ref. No. 10-6125-05-01) (REDMS No. 4125963)

Peter Russell, Senior Manager, Sustainability and District Energy, introduced Brendan McEwen, Manager, Sustainability, and commented on Mr. McEwen's past work experience.

**Public Works & Transportation Committee**  
**Wednesday, January 22, 2014**

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Discussion ensued and it was suggested that Metro Vancouver members receive a copy of Richmond's letter given that this matter was initiated by Metro Vancouver.

It was moved and seconded

*That a letter supporting the continuation of the LiveSmart BC: Small Business Program be sent to the B.C. Minister of Energy and Mines under the Mayor's signature with copies to Metro Vancouver members.*

**CARRIED**

**2. WEEKLY/BI-WEEKLY GARBAGE COLLECTION PILOT PROGRAM**

(File Ref. No. 10-6405-01) (REDMS No. 4108801)

Suzanne Bycraft, Manager, Fleet and Environmental Programs, provided background information and commented on the proposed pilot program's comprehensive outreach program.

It was moved and seconded

- (1) That a pilot program for single-family garbage collection to evaluate weekly and bi-weekly service levels be undertaken commencing March, 2014;*
- (2) That the Chief Administrative Officer and General Manager, Engineering & Public Works be authorized to negotiate and execute an amendment to Contract T.2988, Residential Solid Waste & Recycling Collection Services, to service, acquire, store, assemble, label, deliver, replace and undertake related tasks for the carts, undertake program evaluation and related items associated with this temporary pilot program;*
- (3) That staff report back with a progress update of the pilot in July, including recommendations for:*
  - (a) services to those residents in the pilot at the conclusion of the program; and*
  - (b) City-provided garbage collection service levels as a permanent program to all residents serviced by the City.*

**CARRIED**

**PLANNING AND DEVELOPMENT DEPARTMENT**

**3. RICHMOND ACTIVE TRANSPORTATION COMMITTEE – PROPOSED 2014 INITIATIVES**

(File Ref. No. 01-0100-20-RCYC1) (REDMS No. 4047203)

2.

## **Public Works & Transportation Committee**

### **Wednesday, January 22, 2014**

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Donna Chan, Manager, Transportation Planning, acknowledged Linda Love and Mark Heath, members of the Richmond Active Transportation Committee (RATC), and sent regrets on behalf of Larry Pamer, Chair, ATC, as he could not attend due to health matters.

On behalf of the Public Works and Transportation Committee, the Chair extended get well wishes to Mr. Pamer.

Ms. Chan then distributed copies of page three of the staff report (attached to and forming part of these Minutes as Schedule 1) and advised that 'Figure 3' has been revised to reflect 2013 figures.

In reply to queries from Committee, Ms. Chan and Victor Wei, Director, Transportation, advised that staff have not received any negative feedback regarding the various modes of active transportation permitted along the Railway Avenue Greenway. Also, Mr. Wei commented on safety concerns with regard to users of the greenway not obeying traffic signals, and noted that staff are closely monitoring the usage of the greenway to determine if any adjustments to signage need to be made.

It was moved and seconded

- (1) That the proposed 2014 initiatives of the Richmond Active Transportation Committee, as described in the staff report titled Richmond Active Transportation Committee – Proposed 2014 Initiatives, be endorsed; and*
- (2) That a copy of the staff report titled Richmond Active Transportation Committee – Proposed 2014 Initiatives be forwarded to the Richmond Council / School Board Liaison Committee for information.*

**CARRIED**

#### **4. PROVINCIAL 2013-2014 BIKEBC PROGRAM – SUBMISSIONS FOR COST-SHARING**

(File Ref. No. 01-0150-20-THIG1/2013) (REDMS No. 4054527)

Ms. Chan thanked Dr. James Lu, Medical Health Officer, Vancouver Coastal Health, and Dianne Bissenden, Director, Population and Family Health, Vancouver Coastal Health, for their continued support.

It was moved and seconded

- (1) That the submission for cost-sharing to the Province's 2013-2014 BikeBC Program for the upgrade of an off-street multi-use pathway as part of the Crosstown Neighbourhood Bike Route, as described in the staff report dated December 20, 2013 from the Director, Transportation, be endorsed; and*

3.

**Public Works & Transportation Committee**  
**Wednesday, January 22, 2014**

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- (2) *That should the above applications be successful, the Chief Administrative Officer and the General Manager, Planning and Development, be authorized to execute the funding agreement.*

**CARRIED**

**5. MANAGER'S REPORT**

**(i) Dredging – Cannery Channel**

John Irving, Director, Engineering, distributed a letter from Port Metro Vancouver (PMV) dated January 22, 2014 (copy on file, City Clerk's Office), and noted that PMV will update staff daily on the status of the work.

**(ii) Capital Works Open House**

Mr. Irving spoke of the upcoming Capital Works Open House, noting that the event is tentatively scheduled for April 9, 2014.

**(iii) Storm Response**

Lloyd Bie, Manager, Engineering Planning, commented on a recent storm that went through Richmond, noting that the City's infrastructure performed well.

The Chair and Romeo Bicego, Manager, Sewerage and Drainage, thanked the Public Works staff for their efforts in managing the City's infrastructure.

**(iv) Transportation Updates**

Ms. Chan advised that the Province has opened an office at Ironwood Plaza for the George Massey Tunnel Replacement Project.

Also, Ms. Chan noted that she presented the ICBC – City of Richmond Road Safety Partnership report to the Richmond School Board.

**(v) Regional Engineering Advisory Committee**

Robert Gonzalez, General Manager, Engineering and Public Works, highlighted that he has been selected as the Vice-Chair of the Metro Vancouver Regional Engineering Advisory Committee.

In reply to queries from Committee, Mr. Gonzalez commented on (i) the City's response to snowfall in December 2013; (ii) the status of the Steveston Harbour Long-Term Development Concept; (iii) a potential bylaw to regulate the recycling of materials from homes scheduled to be demolished; and (iv) forthcoming amendments to Policy 2306 – Sustainable 'High Performance' Building – City Owned Facilities as it relates renewable energy and energy consumption.

**Public Works & Transportation Committee**  
**Wednesday, January 22, 2014**

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**ADJOURNMENT**

It was moved and seconded  
*That the meeting adjourn (4:41 p.m.).*

**CARRIED**

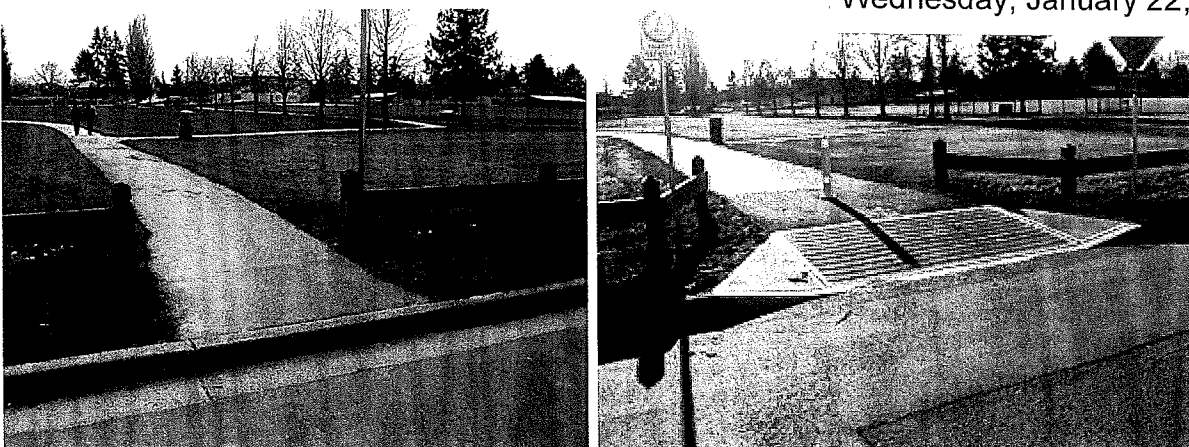
Certified a true and correct copy of the  
Minutes of the meeting of the Public  
Works & Transportation Committee of the  
Council of the City of Richmond held on  
Wednesday, January 22, 2014.

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Councillor Linda Barnes  
Chair

---

Hanieh Berg  
Committee Clerk



**Figure 2: Before & After Off-Street Path along Perimeter of Walter Lee School**

Westminster Highway Pathway (No. 6 Road-No. 8 Road): Removal of centre bollards from the existing off-street pathway and review of further potential improvements including the addition of new streetlights, painted white edge lines and reflectors to improve visibility and the legibility of the pathway at night.

No. 6 Road Pathway (Westminster Hwy-Commerce Parkway): Construction of a new two-way off-street multi-use pathway on the west side of No. 6 Road as part of the scope of a road widening project.

City Paving Program: Worked with Engineering and Public Works staff to identify priorities for the restoration of roadways with cycling facilities impacted by development activities.

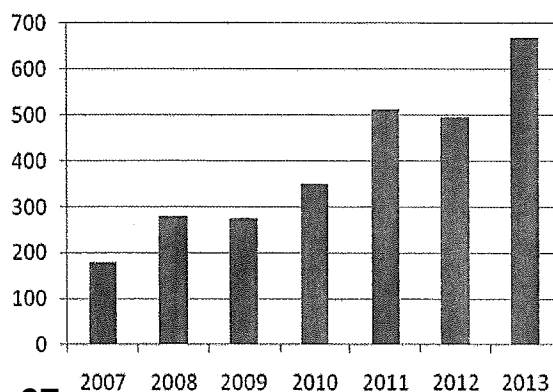
Cycling Improvements in Steveston: Identified additional locations for bike racks along Chatham Street in Steveston Village as well as potential improvements to Bayview Street east of No. 1 Road to enhance cycling (e.g., removal of raised granite pavers).

## 1.2 Promotion

The Committee participated in the following activities to promote cycling and other active transportation modes in Richmond.

Bike to Work Week (May and October 2013): The Committee worked with organizers of this region-wide annual initiative to continue to successfully stage these events in Richmond. Four bike commuter stations recorded a total of 398 cyclists (i.e., stopping at the commuter station or passing by) during 2-hour periods in May and 272 cyclists were recorded at two bike commuter stations during 2-hour periods in October (see Figure 3).

**Figure 3: # Cyclists Logged at Commuter Stations during Bike to Work Week**





# City of Richmond

## Report to Committee

**To:** General Purposes Committee  
**From:** W. Glenn McLaughlin  
Chief Licence Inspector & Risk Manager  
**Re:** **Business Licence Bylaw  
Amendment Bylaw 9090**

**Date:** December 6, 2013  
**File:** 12-8275-02/2013-Vol  
01

### Staff Recommendation

That Business Licence Bylaw No. 7360, Amendment Bylaw No. 9090, to increase the maximum number of Class A Taxicabs to 97, be introduced and given first, second and third readings.

W. Glenn McLaughlin  
Chief Licence Inspector & Risk Manager  
(604-276-4136)

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Law	<input checked="" type="checkbox"/>	
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 



## **Staff Report**

### **Origin**

At the July 22, 2013 meeting, Council considered a report dealing with an application from Garden City Cabs (GCC) to the Passenger Transportation Board (PTB) for an additional 9 taxicabs and to amend their service area to include Vancouver International Airport (YVR).

Council directed staff to bring forward any required bylaw amendments, should the PTB approve and increase the number of GCC taxicabs. The City of Richmond determines the maximum number of taxicab vehicles licensed to operate in Richmond through the Business Licence Bylaw No. 7360, and regulates them under the Vehicle for Hire Regulation Bylaw No. 6900.

In September of 2013 the PTB ruled on the GCC application that:

***“The application is approved in part with the addition of 2 vehicles in the City of Richmond and no amendment to Service 1 (YVR).”***

This report seeks to amend the Business Licence Bylaw by increasing the number of Class A conventional taxicabs that seat between 4 - 6 passengers by two additional vehicles.

### **Findings of Fact**

Taxi cabs are also licensed by the PTB and provincially regulated under the Passenger Transportation Act. The City looks to the process carried out by the PTB in the determination of demand for PTB taxi licenses.

The City expressed its concern to the PTB on the potential decline of taxicab service if the GCC application was approved to include service to YVR. This concern was addressed by the PTB in their decision (Attachment 1) to only permit the addition of 2 taxicabs and to not amend GCC's service area to include YVR.


On December 5, 2013, GCC emailed the City of Richmond requesting an amendment to the bylaw to allow for the 2 additional vehicles granted under their PTB licence.

### **Financial Impact**

New licence fees will be collected due to an increase in the number of City taxicabs licensed.

### **Conclusion**

Staff is recommending an amendment to Business Licence Bylaw No. 7360 to increase the number of Class A taxicabs by two vehicles to remain consistent with the PTB decision.



Joanne Hikida  
Supervisor Business Licence  
(604-276-4155)

# Licence Application Decision

## Amendment to Taxi Licence

<b>Application #</b>	109-13	<b>Applicant</b>	Garden City Cabs of Richmond Ltd.
<b>Trade Name (s)</b>	Garden City Cabs		
<b>Principals</b>	HUNDAL, Surinderjit S.                      PUREWAL, Amrik S. RANDHAWA, Paramjit S.                      WAHLLA, Joginder S.		
<b>Address</b>	148 – 2633 Viking Way, Richmond BC V6V 3B6		
<b>Applicant's representative</b>	Tobin Robbins, Heenan Blaikie LLP		
<b>Current Licence</b>	71373 (copy attached)		
<b>Application Summary</b>	<ul style="list-style-type: none"> <li>• Change originating area for Service 1 by removing “excluding the Vancouver International Airport”</li> <li>• Add 9 vehicles (4 conventional &amp; 5 accessible). New fleet size would be 39 vehicles of which 22 may be conventional; all others must be accessible taxis.</li> </ul>		
<b>Date Published in Weekly Bulletin</b>	June 12, 2013		
<b>Submitters (and representatives)</b>	<ul style="list-style-type: none"> <li>• White Rock South Surrey Taxi Ltd.; Richmond Cabs Ltd. (<i>W. McLachlan, McLachlan Brown Anderson</i>)</li> <li>• Yellow Cab Co. Ltd.; Black Top Cabs Ltd.; Vancouver Taxi Ltd.; MacLure's Cabs (1994) Ltd. (<i>H. Harris, Owen Bird</i>)</li> <li>• BC Taxi Association</li> <li>• Guildford Cabs (1993) Ltd. dba Surrey Metro Taxi</li> <li>• Kimber Cabs Ltd.</li> <li>• Surdell Kennedy Taxi Ltd.</li> </ul> <p>In addition, comments were received from the City of Richmond.</p>		
<b>Board Decision</b>	<b>The application is approved in part with the addition of 2 vehicles in the City of Richmond and no amendment to Service 1.</b>		
<b>Decision Date</b>	September 23, 2013		
<b>Panel Chair</b>	Brenda Brown		



**Business Licence Bylaw No. 7360, Amendment Bylaw No. 9090**

The Council of the City of Richmond enacts as follows:

1. Business Licence Bylaw No. 7360, as amended, is further amended by deleting subsection 2.1.27.3(a) and substituting the following:  
  
“(a) for use as Class A taxicabs is 97; and”
2. This Bylaw is cited as “**Business Licence Bylaw No. 7360, Amendment Bylaw No. 9090**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CITY OF RICHMOND
APPROVED for content by originating dept.

APPROVED for legality by Solicitor


\_\_\_\_\_  
MAYOR

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



# City of Richmond

## Report to Committee

**To:** General Purposes Committee  
**From:** W. Glenn McLaughlin  
Chief Licence Inspector & Risk Manager  
**Re:** **Spirit Hospitality Inc., doing business as  
Milltown Bar and Grill  
9191 Bentley Street**

**Date:** November 25, 2013  
**File:** 12-8275-05/2013-Vol  
01

### Staff Recommendation

That a resolution from Council be sent to the Liquor Control and Licensing Branch advising them that:

Richmond City Council does not wish to provide comments or recommendations to the Liquor Control and Licensing Branch with regard to the application submitted by Spirit Hospitality Inc., doing business as Milltown Bar and Grill, on a Food Primary liquor licence with the operating hours of Monday to Sunday 9:00 a.m. to 1:00 a.m.

W. Glenn McLaughlin  
Chief Licence Inspector & Risk Manager  
(604-276-4136)

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
RCMP	✓	
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## Staff Report

### Origin

The Provincial Liquor Control and Licensing Branch (LCLB) issues licenses in accordance with the Liquor Control and Licensing Act and the Regulations made pursuant to the Act. Local Governments are given an opportunity to either provide comments or recommendations to the LCLB with respect to liquor licence applications and amendments, or to opt out of providing comment.

Whether the City chooses to comment or opt out, the Liquor regulations require a resolution of Council be provided.

This report recommends a resolution of Council *to opt out* of providing a comment on a Food Primary Liquor Licence application received from Spirit Hospitality Inc. (the “Applicant”), operating as Milltown Bar and Grill, located at 9191 Bentley Street, Richmond, BC. The Applicant has applied to LCLB to licence a 120 seat (62 interior and 58 exterior) capacity restaurant with the operating hours of 9:00 a.m. to 1:00 a.m. Monday to Sunday.

Local Government would not usually be asked to provide comment on a Food Primary Liquor Licence application, however; this applicant proposes serving hours past midnight and to have patron participation in the form of music (D.J. or live) which calls for local government consideration.

### Analysis

Bentley Street is located on Richmond Island in the North Arm of the Fraser River with services including Community Safety, provided by the City of Richmond. The island is under the ownership of the Port Authority with vehicle and pedestrian access obtained through the City of Vancouver (Attachment 1).

The Port Authority has leased the land for a development that will cater to the needs of the boating community. There are three buildings on the island that can accommodate dry boat storage, repairs and maintenance, moorage, sales of boats as well as the subject restaurant that has the potential to become a neighborhood pub operation.

Richmond’s process in providing a local government comment would be to solicit comments from the neighboring community, using advertising and letters to residents and businesses in a 50 meter radius of the establishment.

Given the location of the premise between two channels of the Fraser River, the airport to the south and an industrial complex over 100 meters to the north in Vancouver, it is not expected to cause noise or community concerns. Richmond RCMP did not see a problem with a licensed restaurant at this location.

The City of Richmond consulted with the Deputy Chief Licence Inspector of Vancouver who advised that as the location is not within the jurisdiction of the Vancouver Police Department,

In the absence of any comment from Local Government, the LCLB may require the applicant to conduct their own public process.

**Financial Impact**

None

**Conclusion**

That a Council resolution be sent to LCLB advising that the City of Richmond does not wish to comment on the Food Primary Liquor Licence application from Spirit Hospitality Inc., doing business as Milltown Bar and Grill.

  
Joanne Hikida  
Supervisor Business Licence  
(604-276-4155)

JMH:jmh



City of  
Richmond



Richmond Island  
9191 Bentley Street

Original Date: 11/25/13

Revision Date:

Note: Dimensions are in METRES





# City of Richmond

## Report to Committee

**To:** General Purposes Committee

**Date:** January 13, 2014

**From:** John Irving, P.Eng, MPA  
Director, Engineering

**File:** 10-6000-01/2013-Vol 01

**Re:** **Community Energy and Emissions Plan – Phase 2**

### Staff Recommendation

That the Community Energy and Emissions Plan, as provided in the attached report, from the Director, Engineering, dated January 13, 2014, be adopted.

John Irving, P.Eng, MPA  
Director, Engineering  
(604-276-4140)

Att. 2

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



## Staff Report

### Origin

Richmond has undertaken the second and final phase of the Community Energy and Emissions Plan (CEEP). This initiative supports Council's commitments under the BC Climate Action Charter (signed in 2008) and is in line with 2011-2014 Council Term Goal 8.1:

*Continued implementation and significant progress towards achieving the City's Sustainability Framework, and associated targets.*

In 2010, Council endorsed Phase 1 of the CEEP and amended the City's Official Community Plan to include community-wide energy and greenhouse gas (GHG) emissions reduction targets.

The purpose of the CEEP Phase 2 is to:

- Define actions towards the 2041 Official Community Plan (2041 OCP) GHG emissions reduction targets and implement related policies and strategies
- Identify additional opportunities to reduce community-wide energy use
- Quantify the impact of actions and determine the resulting energy and GHG emissions reductions over the 2041 OCP timeframe

On July 22, 2013, the draft CEEP Phase 2 was endorsed for the purposes of public engagement. The report, titled "Community Energy and Emissions Plan – Phase 2 Consultation Process," summarized the draft CEEP Phase 2 and outlined an engagement strategy. The strategy was implemented through the use of *Let's Talk Richmond*, stakeholder engagement and a successful open house held September 20-21, 2013 at Richmond Centre.

The purpose of this report is to summarize stakeholder and public input received through the engagement program and to present the revised CEEP Phase 2 for adoption. This report also responds to the following referral, passed at the September 24, 2012, Public Works and Transportation meeting:

"That staff analyze and report back on the sale of natural gas by FortisBC to other parties as a result of the use of renewable natural gas by the City of Richmond."

The CEEP Phase 2 engagement provided the opportunity to work with FortisBC to promote the renewable natural gas offer in the community.

### Background

In 2007, Council adopted a comprehensive Climate Change Response Agenda that identified priority focus areas. In 2008, the Province of BC enacted Bill 27 requiring each local government to include GHG emissions targets, policies and actions in its Official Community Plan. In response, the City completed the Phase 1 CEEP and adopted the following community-wide energy and emissions targets:

- GHG emissions reduction targets of 33% below 2007 levels by 2020, and 80% below 2007 levels by 2050

- Energy use reduction target of 10% below 2007 levels by 2020

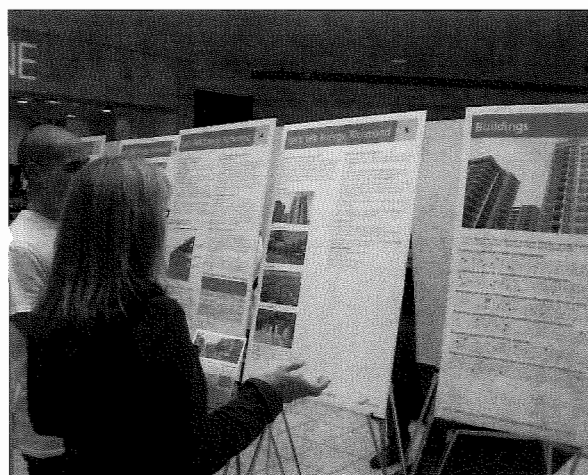
Phase 2 of the CEEP was initiated to identify strategies and actions to achieve the above targets. Between November 2012 and March 2013, a staff working group met bimonthly to guide the development of the plan. Staff also provided comments on two interim drafts. Finally, as a funding partner, BC Hydro completed a critical review of the analysis and provided feedback. On July 22, 2013, the draft plan was endorsed by Council for the purposes of public consultation.

### Public Consultation

The CEEP Phase 2 engagement included a successful two-day public open house titled “Let’s Talk Energy” at Richmond Centre (Figure 1). In order to maximize public interest in this highly visible location, Let’s Talk Energy included:

- CEEP background and opportunity to rank priority actions
- City of Richmond display of energy and GHG reduction successes including Alexandra District Energy Utility
- Richmond School District No. 38 energy display staffed by Green Ambassador students
- FortisBC and BC Hydro community outreach team with giveaways and incentive offers
- Digital community energy engagement run by the University of BC’s elementsLAB

**Figure 1: CEEP Phase 2 Engagement at Richmond Centre**



The event was advertised through *Let’s Talk Richmond* and the City’s website, and flyers were distributed at Richmond community centres, libraries, secondary schools and SkyTrain stations. In addition, a press release was picked up by the *World Journal* and print ads ran in the *Richmond Review* and *Richmond News*. An estimated 500 people engaged with staff on the plan during the open house. The CEEP *Let’s Talk Richmond* webpage recorded 250 visitors.

The primary means of input was a survey ranking actions under each plan theme area reflected in the CEEP: Neighbourhood and Buildings; Mobility and Access; Sustainability Infrastructure; and Resources and Resilient Economy. Approximately 50 open house visitors ranked CEEP actions and, although half of *Let’s Talk Richmond* visitors downloaded the draft plan—200 total

downloads—only 7% registered and completed the survey. In all, nearly 1,200 individual action rankings were received. To increase participation, staff held a prize draw where every survey participant had a chance to win a composter, rain barrel and an aquatic centre pass.

### **Summary of Survey Findings**

The feedback received indicates overall interest in and support for the draft CEEP Phase 2. The actions identified as the highest priority by the respondents are:

#### **Neighbourhoods and Buildings**

- Creating incentives to retrofit existing buildings
- Expanding programs that support housing affordability through utilities savings
- Requiring documentation to show that new buildings meet building code

#### **Mobility and Access**

- Expanding cycling network and considering a bike share system
- Expanding walking network
- Improving streets to support increased transit

#### **Sustainable Infrastructure and Resources**

- Identifying additional energy sources from waste
- Expanding district energy network to include existing buildings
- Considering energy infrastructure in community plans

Considering **Resilient Economy** actions, 82% of respondents indicated that actions related to businesses and the economy should be a priority. Respondents indicated an equal preference between outreach, regulation and incentives as the appropriate type of action.

A range of participants engaged either in person or online. Of those respondents who indicated their place of residence and work, three-quarters lived or worked within the city and one-half both lived and worked in Richmond.

### **Stakeholder Engagement**

In addition to the open house and *Let's Talk Richmond*, staff engaged with the Urban Development Institute (UDI). UDI provided a written response (Attachment 2), indicating several areas of support and expressing interest in being involved in further development of specific actions.

On January 15, 2013, staff presented the draft CEEP Phase 2 to Richmond's Advisory Committee on the Environment (ACE).

## Response to Input

The July 2013 draft plan endorsed for public consultation has been amended based on public feedback. The following actions indicated in Table 1 were amended.

**Table 1: Action Amendment from July 22, 2013 Draft CEEP Phase 2**

Action	Amendment
Action 2	Leverage Canada Line construction
Action 4	Consider improved energy metering for multifamily and commercial buildings
Action 5	Investigate financing mechanisms
Action 6	Coordinate municipal action on building code compliance with related efforts (e.g. BC Hydro, BC Office of Housing and Construction Standards)
Action 18	Consider adjacent public EV infrastructure provision in lieu of private infrastructure
Action 18	Consider requiring new fueling stations to include EV infrastructure
Action 21	Encourage private DE development where appropriate
Action 26	Explore incentives or requirements for building scale renewables
Action 28 (new)	Support Integrated Liquid Waste and Resource Management Plan (ILWRMP) implementation

## Priority Actions

In response to the adopted energy and GHG reduction targets, Council's Term Goals and the priority actions identified through the public engagement program, staff will develop and report back to Council the following CEEP implementation priorities in 2014:

- Building Energy Upgrades:** Staff will develop a focused strategy to support greater energy upgrading (retrofitting) in existing community buildings in residential, commercial and industrial sectors. The strategy will build on existing programs, through the City's existing partnerships with the Province of BC, Metro Vancouver, other municipalities, and major utility companies focused on incentivizing upgrades. The strategy will also identify new areas of support the City might be able to provide. Finally, staff will review how current programs may be expanded or integrated into the strategy (e.g. Energy Saving Kits and related programs to improve energy affordability).
- Building Code Compliance:** Staff are working with partners, including BC Hydro and Metro Vancouver, to develop and implement measures, such as increasing verification requirements for energy performance, to support greater compliance of new construction with the new BC Building Code.
- Sewer Heat Recovery:** Based on the City's experience with waste heat recovery and on the increasing evidence that the City's and Metro Vancouver's sanitary sewer network can provide a viable means to heat and cool buildings, staff will determine the total

potential for sewer heat and develop a strategy to maximize opportunities to utilize this form of renewable energy.

The community preferences identified through the CEEP public consultation may also help inform the selection of offset projects pursued as part of the proposed Towards Carbon Neutrality: Implementation Strategy.

### **Renewable Natural Gas Referral (Referral #10-6370-10-05)**

Staff worked with FortisBC to promote the Renewable Natural Gas (RNG) program in Richmond in anticipation of the Lulu Island Wastewater Treatment Plant RNG project. As part of this partnership, FortisBC staff participated in the Let's Talk Energy engagement specifically promoting the RNG offer to City residents. The input gained at the event indicates a level of awareness of the wastewater treatment biomethane opportunity and led to the further articulation of liquid waste management as a CEEP Phase 2 action (Action 28 in Table 1).

### **Current Progress**

The City has already or is in the process of advancing many of the action items identified in the CEEP, as described in Table 2 below.

**Table 2: Progress on CEEP Action Items**

<b>Action</b>	<b>Progress</b>
<b>THEME 1: Neighbourhoods and Buildings</b>	
Action 1	Policy Planning developing sequencing strategy for neighbourhood master plans
Action 2	Transportation collaborating with Translink to update Area Transit Plan
Action 3	Sustainability and Policy Planning completed study of opportunities to include energy efficiency in Neighbourhood Center planning
Actions 4 & 5	Sustainability evaluating opportunities to promote/incent energy efficiency during rezoning and new development
Action 6	Sustainability and Building Approvals working with outside agencies to define strategies to ensure compliance with new building code energy requirements
Actions 7, 8 & 9	Economic Development has promoted energy efficiency in businesses via ClimateSmart program; Sustainability is developing suite of efficiency programs
<b>THEME 2: Mobility and Access</b>	
Actions 10, 11, 12 & 13	Transportation prioritizing walking, rolling and cycling infrastructure; "Complete Streets" approach; pedestrian links; and safe routes to school
Action 14	Transportation supporting transportation demand management
Action 15	Transportation implementing City policy to reduce parking in new developments when alternatives are available
Action 18	Transportation continues to implement OCP policies to support electric vehicles;
Action 19	Engineering & Public Works continues to install City-owned EV charging stations
<b>THEME 3: Resilient Economy</b>	
Action 20	Economic Development supported business energy efficiency via the ClimateSmart program in 2013.

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**THEME 4: Sustainable Infrastructure and Resources**

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Actions 21 & 22	Engineering evaluated district energy rights of way in 2013
Action 25	Engineering working with BC Hydro coordinate energy infrastructure and community planning
Action 26	Sustainability and Policy Planning completed study of opportunities to include renewable energy in Neighbourhood Center planning


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**Financial Impact**

None at this time. The City is using staff resources to implement many of the action items identified in the plan. As implementation proceeds, staff may bring forward future reports when costs are incurred and/or when funding sources are available.

**Conclusion**

Richmond's 2041 OCP has provided a strong framework to pursue the City's community-wide energy and GHG reduction targets. Although progress is being made, additional actions are required. The CEEP Phase 2 identifies fourteen strategies and related actions as well as illustrates the potential impact of future breakthrough strategies. Public consultation has further refined and prioritized these actions. The CEEP Phase 2 is a key step in continuing Richmond's progress towards its community-wide energy and GHG reduction targets.



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**Attachment 1** – Community Energy and Emissions Plan (CEEP) Phase 2

**Attachment 2** – Letter from the Urban Development Institute Dated October 22, 2013



City of Richmond

# Community Energy and Emissions Plan

January 2014



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# Summary

## Introduction

A Community Energy and Emissions Plan (CEEP) is a strategic plan that furthers Richmond's efforts to manage energy use and reduce community carbon emissions. It defines the municipality's role—working in partnership with others—in facilitating energy efficiency in the community, developing local energy sources, and reducing the greenhouse gas (GHG) emissions that form our “carbon footprint”. An energy strategy will assist Richmond in achieving the sustainable community vision defined in its 2041 Official Community Plan (OCP).

The CEEP objectives are to:

- Define actions that support the 2041 OCP reduction targets and related energy-efficiency initiatives
- Identify opportunities to reduce energy in areas not addressed by the 2041 OCP
- Quantify the impact of these actions and determine the energy consumption and GHG emissions for the duration of the 2041 OCP

## Context

Scientific evidence increasingly indicates that GHG emissions are contributing to global climate change and that the level of these emissions must be reduced in order to forestall dramatic changes to our climate systems. The Province of British Columbia requires all local governments to include a GHG reduction targets in their OCPs and to define policies and actions to achieve these targets. The City of Richmond previously completed CEEP Phase 1 in 2010. This report presented the potential community energy and GHG emissions reductions and informed Richmond's OCP reduction targets.

## Where are we now?

While Richmond's 2013 population is estimated to be 205,000<sup>1</sup>, this plan is based on 2010 estimates. 2010 is the date of the most recent Community Energy and Emissions Inventory (CEEI) data to be released by the Province as well as the year Richmond adopted community-wide reduction targets.

Richmond's population was approximately 195,000<sup>2</sup> in 2010, and the total amount of non-residential floor space was approximately 66 million square feet in 2009<sup>3</sup>. In 2010 the residents and businesses in the community consumed about 20 million GJ of energy. The estimated cost of this energy was \$440 million—roughly \$2,250 per resident—and the “carbon footprint” of the community was equivalent to 900,000 tonnes CO<sub>2</sub>, or 4.5 tonnes per person annually (Figures S-1 and S-2).

<sup>1</sup> City of Richmond Projection with Urban Futures Inc., March 2013.

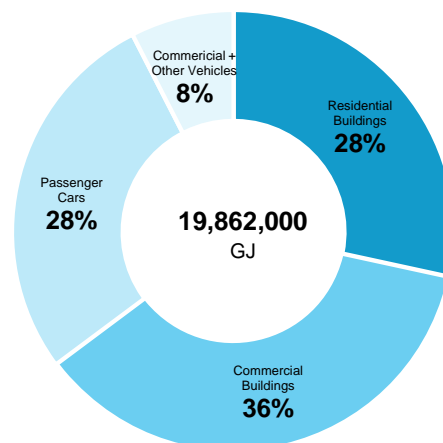
<sup>2</sup> BC Stats Population Estimates, September 2012.

<sup>3</sup> City of Richmond 2041 OCP Update – Employment Lands Strategy, 2011.

### Where are we headed?

Between now and the 2041 OCP horizon date, the population of Richmond is forecasted to grow by 80,000 residents, reaching a total population of almost 280,000<sup>4</sup>. The non-residential floor space is also projected to increase, reaching approximately 88 million square feet by 2041<sup>5</sup>. There are a number of initiatives already underway that have slowed the increase of energy and emissions. These efforts, including Federal vehicle fuel efficiency standards, Provincial building requirements of the BC Building Code, and Richmond's land use planning defined in the 2041 OCP, contribute to increased efficiency in the community and help stabilize GHG emissions near the 2010 level. However, further actions are required to achieve substantive overall reductions beyond the current policy trend.

**Figure S-1. Richmond 2010 Energy Consumption**



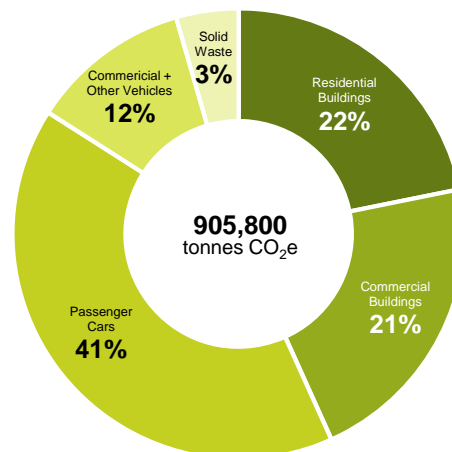
### Where do we want to be?

CEEP Phase 1 defined an energy vision for Richmond to be *“an energy-wise and low-carbon community that supports a robust local economy, a healthy environment, and a safe, equitable, diverse, and resilient community.”*

The City also adopted the following community-wide energy and emissions targets:

- GHG emissions reduction targets of 33% below 2007 levels by 2020, and 80% below 2007 levels by 2050
- Energy use reduction target of 10% below 2007 levels by 2020

**Figure S-2. Richmond 2010 GHG Emissions**



### How do we get there?

CEEP Phase 2 defines 14 strategies and 34 implementation actions developed to align with the 2041 OCP policies and objectives. The identified actions achieve significant reductions in energy use and GHG emissions (Table S-1). While this plan does not identify sufficient actions to reach the long-term targets, the per capita reductions demonstrate the scale of the change (Table S-2) and the “carbon wedge” diagram illustrates the CEEP’s impact (Figure S-3).

<sup>4</sup> City of Richmond 2041 OCP Update: Demographics, Housing and Employment Projections Study, 2010.

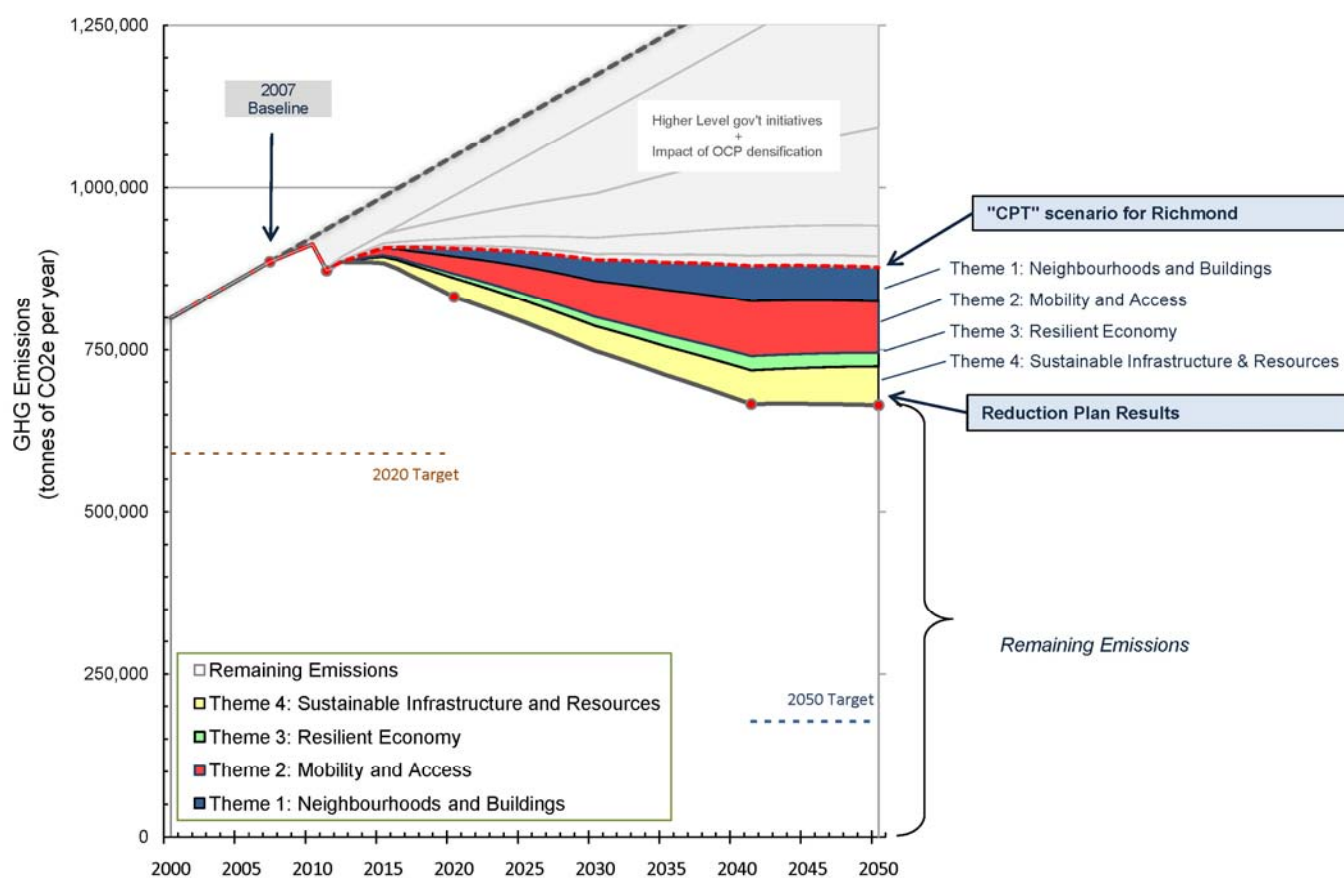
<sup>5</sup> City of Richmond 2041 OCP Update: Employment Lands Strategy, 2011.

**Table S-1: Current Policy Trend (CPT) and Energy Plan Reduction Scenario: Total Community Impact**

Item (% compared to 2007 baseline)	CPT	Reduction Scenario	OCP Target
2020 GHG Emissions	+ 2 %	- 6 %	- 33 %
2050 GHG Emissions	- 1 %	- 25 %	- 80 %
2020 Energy Consumption	+ 2 %	- 3 %	- 10 %

**Table S-2: Current Policy Trend (CPT) and Energy Plan Reduction Scenario: Per Capita Impact**

Item (% compared to 2007 baseline)	CPT	Reduction Scenario
2020 GHG Emissions	- 14 %	- 21 %
2050 GHG Emissions	- 38 %	- 53 %
2020 Energy Consumption	-14 %	-18 %

**Figure S-3: Carbon Reduction Wedge for the Reduction Scenario**


### **“Breakthrough” Opportunities**

The actions identified in this plan are not projected to reach the reduction targets. In order to explore opportunities that extend beyond the plan, estimated impacts of “breakthrough opportunities” are identified. The opportunities considered are the complete conversion of passenger vehicles to electric, carbon zero new buildings, and the massive renovation of the existing building stock.

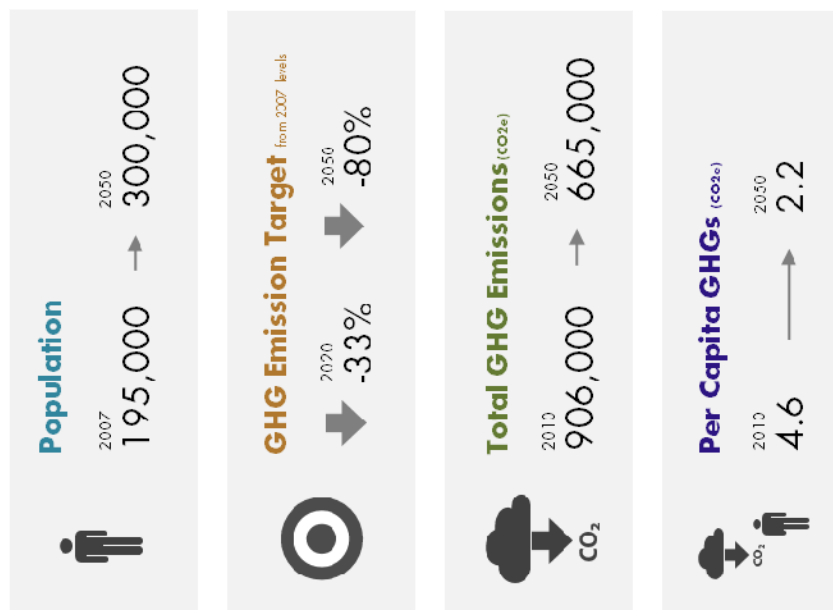
These reductions are not achievable without larger shifts including additional Federal and Provincial regulatory change, aggressive industry development or global pricing changes for energy or carbon. However, they do highlight that there are opportunities today that could yield additional dramatic reductions towards the City’s community-wide targets. Given the target dates, widespread application of these opportunities may be plausible during the timeframe for the plan.

### **Implementation**

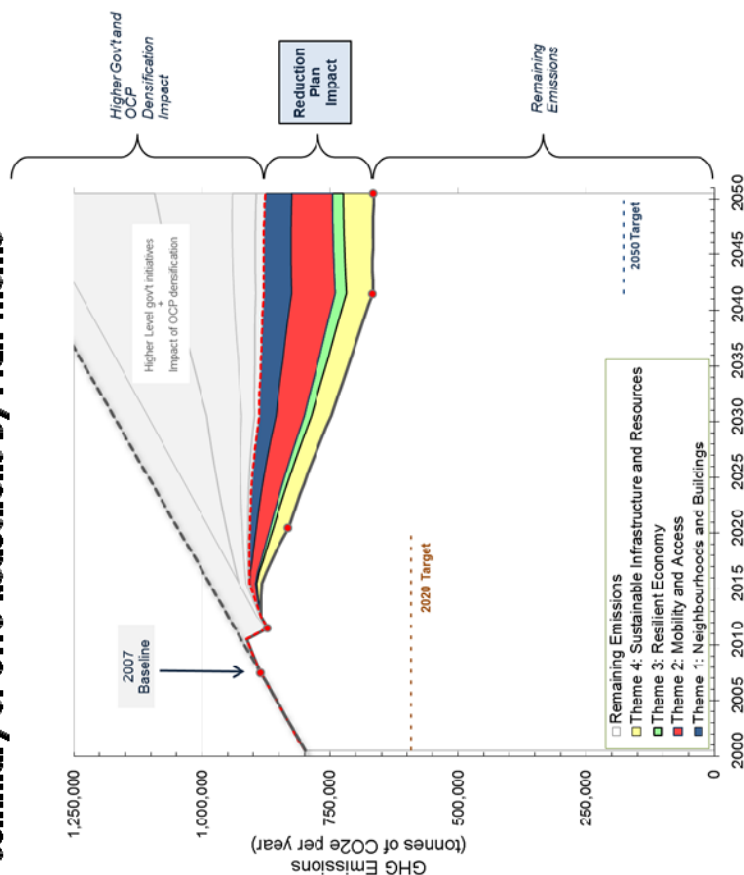
Plan implementation will require both existing and new resources. The 2041 OCP establishes the foundation for this plan and many of the actions are closely aligned with existing planning resources. Other actions may require additional resources for development and/or implementation. These needs could be identified through a plan review 5 to 7 years following adoption.

## Richmond Community Energy & Emissions Plan Summary At A Glance

# 2050 FORECAST



### Summary of GHG Reductions by Plan Theme



### Key Strategies in Richmond's Reduction Plan:

- Integrating Neighbourhood Centre planning with transit planning
- Promoting and incentivizing energy efficiency and alternative energy in new and existing buildings
- Prioritizing and funding walking, rolling and cycling infrastructure and connectivity
- Continuing advancement of District Energy systems
- Maximizing waste diversion

# Summary List of Actions

## Theme 1: Neighbourhoods and Buildings

### Strategy 1: Integrate Future Neighbourhood Centre Planning with Transit Planning

- Action 1# Review Neighbourhood Centre development sequencing for flexibility
- Action 2# Collaborate with TransLink to update the Area Transit Plan (ATP)

### Strategy 2: Increase Energy Efficiency in New Developments

- Action 3# Include energy efficiency in Neighbourhood Centre planning
- Action 4# Promote energy efficiency in all rezoning
- Action 5# Develop incentives for new development to exceed the building code energy requirements
- Action 6# Ensure that existing building code requirements are attained

### Strategy 3: Improve the Performance of Existing Building Stock

- Action 7# Promote building efficiency through outreach and education
- Action 8# Provide incentives for building retrofit action
- Action 9# Develop a residential energy conservation program to support housing affordability

## Theme 2: Mobility and Access

### Strategy 4: Prioritize and Fund Walking, Rolling and Cycling

- Action 10# Prioritize walking, rolling and cycling infrastructure
- Action 11# Continue a "Complete Streets" approach in all new street construction and rehabilitation projects

### Strategy 5: Enhance Alternative Transportation Connectivity

- Action 12# Improve pedestrian links throughout the city as the top transportation priority
- Action 13# Focus on providing safe school routes

### Strategy 6: Facilitate Changes in Transportation Behaviour and Mode Choice

- Action 14# Implement Transportation Demand Management projects that incentivize non-vehicle mode choice and disincentivize vehicle use
- Action 15# Reduce supply of unrestricted City-owned parking spaces
- Action 16# Provide infrastructure improvements to support increased transit service
- Action 17# Improve bike facilities and consider implementing a bike share system

### Strategy 7: Promote Low Carbon Personal Vehicles

- Action 18# Set minimum requirements for EV infrastructure in new developments
- Action 19# Continue expanding the City-owned network of EV charging stations

## Theme 3: Resilient Economy

### Strategy 8: Encourage Energy Efficient Businesses

- Action 20# Promote energy efficient business operations

## Theme 4: Sustainable Infrastructure and Resources

### Strategy 9: Continue Advancement of Neighbourhood District Energy Systems

- Action 21# Reserve district energy rights of ways in new developments and road reconstruction
- Action 22# Develop a City Centre DE Right of Way Master Plan
- Action 23# Explore opportunities to connect existing buildings to DE system
- Action 24# Explore options for electricity generation from utility scale renewable sources
- Action 25# Integrate energy infrastructure into community planning

### Strategy 10: Utilize Local Energy Sources

- Action 26# Promote building scale renewable energy

### Strategy 11: Maximize Use of Waste

- Action 27# Continue to implement the Integrated Solid Waste and Resource Management Plan
- Action 28# Continue to implement the Integrated Liquid Waste and Resource Management Plan

## **Theme 5: Climate Change Leadership**

### **Strategy 12: Encourage Sustained Action by Senior Levels of Government**

Action 29#Continue to advocate for support from senior levels of government

### **Strategy 13: “Lead by example” with City Operations Energy Management**

Action 30#Develop long-term funding for climate activities in the city

Action 31#Integrate climate change into other municipal activities

Action 32#Provide incentives to encourage alternative transportation use by staff

Action 33#Define a climate change portfolio / staff person

### **Strategy 14: Engage the Community on Climate Action**

Action 34#Develop an outreach program to residents and businesses on climate action

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## Acronyms and Abbreviations

ADEU	Alexandra District Energy Utility
CPT	Current policy trend
Bill 27	Local Government (Green Communities) Statutes Amendment Act (Bill 27, 2008)
CARIP	Climate Action Revenue Incentive Program (CARIP) is a Province of BC grant program to reimburse the carbon tax paid by municipalities that have signed the Climate Action Charter
CAS	Climate Action Secretariat (of the BC Ministry of Environment)
Charter	Climate Action Charter
CEEI	Community Energy and Emissions Inventory
CEEP	Community Energy and Emissions Plan
CO <sub>2</sub>	Carbon dioxide
CO <sub>2</sub> e	Equivalent carbon dioxide is the measure of CO <sub>2</sub> that has the same global warming effect as a measured greenhouse gas (e.g. 1 tonne of methane has the equivalent impact as 25 tonne of CO <sub>2</sub> )
DA	Dissemination area is a Statistics Canada subdivision of a community (i.e. Richmond is divided into about 250 dissemination areas)
FCM	Federation of Canadian Municipalities
GHG	Greenhouse gases are gases that trap heat in the earth's atmosphere; the dominant greenhouse gas resulting from human activity is carbon dioxide (from fossil fuel combustion), followed by methane (from solid waste and agriculture)
GJ	A unit of energy roughly equivalent to the energy of an average tank of gasoline
LGA	Local Government Act
OCP	Official Community Plans are developed by municipalities in BC—typically with significant public consultation—to articulate a longer-term vision for the community; they guide decisions about land use, planning, and the general purposes of local government
PCP	Partners for Climate Protection (PCP) is an Federation of Canadian Municipalities initiative
RGS	Metro Vancouver Regional Growth Strategy
t	Metric tonne is equal to 1,000 kilograms
vkt	Vehicle kilometres travelled

# 1 Introduction

## 1.1 What is a Community Energy and Emissions Plan?

A Community Energy and Emissions Plan (CEEP) is a strategy to manage community-wide energy use and GHG emissions. It identifies objectives, policies and actions. It also defines the City's role—working in partnership with others—in facilitating energy efficiency in the community, developing local energy sources, and reducing GHG emissions.<sup>6</sup>

## 1.2 Why have an Energy Plan?

Although it is not a legislated requirement for BC local governments to complete a CEEP, a plan supports the municipality in addressing the legislated requirements to reduce community-wide GHG emissions. An energy strategy supports the sustainable community vision defined in the 2041 OCP and delivers strategic benefits:

- Energy cost reduction to residents and businesses through more efficient energy use
- GHG emissions reduction to diminish the community's contribution to global climate change
- Improved air quality by reducing the air pollutants released from the combustion of fossil fuels especially from transportation
- Increased security from energy price and supply variability through more diversified and localized energy sources
- Job creation and business opportunities through green economy promotion
- Increased sustainability by aligning energy conservation with other OCP objectives such as a more efficient infrastructure, walkable neighbourhoods, protected farmland and natural areas, and compact, complete communities.

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<sup>6</sup> A number of terms are commonly used to describe the emissions that create climate change including: greenhouse gases—abbreviated as GHGs, carbon emissions, and the carbon 'footprint' of our energy use. For the purposes here, these all refer to the greenhouse gas emissions of the community and can be used interchangeably. While the term GHG is more technically accurate, carbon emissions and carbon footprint are more commonly used in popular communication.

## 1.3 Plan Objectives

For the past several years, Richmond has taken action to develop a more sustainable urban environment. Initiatives include more compact and complete neighbourhoods, incorporation of rapid transit, development of low carbon district energy systems, and implementation of alternative transportation infrastructure. Recent planning and policy initiatives include the development of a sustainability framework, the City Centre Area Plan (CCAP), and an updated 2041 OCP defining a direction for a more sustainable community.

The CEEP builds on this foundation with objectives to:

- Define actions that support the 2041 OCP reduction targets and related energy-efficiency initiatives
- Identify opportunities to reduce energy in areas not addressed by the 2041 OCP
- Quantify the impact of these actions and determine the energy consumption and GHG emissions for the duration of the 2041 OCP

# 2 Context for Action

## 2.1 Global Climate Change

There is increasing evidence that raised levels of carbon dioxide and other greenhouse gases is impacting the climate globally. The *Fourth Assessment Report* (2007) of the Intergovernmental Panel on Climate Change (IPCC) states that the consensus of scientific opinion is that:

- Warming of the climate system is unequivocal, as is now evident from observations of increases in global average air and ocean temperatures, widespread melting of snow and ice and rising global average sea level
- Most of the observed increase in global average temperatures since the mid-20th century is very likely due to the observed increase in human-caused GHG concentrations

In addition, climate change is expected to have serious negative effects on global economic growth and development. The British government commissioned the independent economic *Stern Review* in 2005 which concluded that “the benefits of strong and early action far outweigh the economic costs of not acting.”<sup>7</sup> Using results from economic models, the *Stern Review* estimated that, without action, the overall costs and risks of climate change will be equivalent to losing at least 5% and potentially as much as 20% of global Gross Domestic Product (GDP) annually. In contrast, the costs of implementing actions to reduce GHG emissions and mitigate the impacts of climate change may be limited to 1% of global GDP annually.

## 2.2 Action by Senior Levels of Government

### 2.2.1 Global Action

The United Nations General Assembly endorsed action on climate change by establishing the IPCC in 1988. Since the panel's founding, there have been a number of international protocols and accords, including the Kyoto Protocol, that articulate each country's commitment to reduce GHG emissions. Subsequent policy commitments have followed as part of standing IPCC meetings.

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<sup>7</sup> Nicholas Stern. *The Economics of Climate Change: The Stern Review*. Cambridge University Press, January 2007.  
[http://webarchive.nationalarchives.gov.uk/+http://www.hm-treasury.gov.uk/independent\\_reviews/stern\\_review\\_economics\\_climate\\_change/stern\\_review\\_report.cfm](http://webarchive.nationalarchives.gov.uk/+http://www.hm-treasury.gov.uk/independent_reviews/stern_review_economics_climate_change/stern_review_report.cfm)

## 2.2.2 Federal Initiatives

The Canadian government has made commitments to reduce GHG emissions and has developed related policies, programs and initiatives. Legislation, targets and actions that affect Richmond's community-wide emissions include:

- **National Reduction Target** to reduce GHG emissions by 17 percent, relative to 2005 levels, by 2020 (2010)
- **Passenger Vehicle and Light Truck Greenhouse Gas Emission Regulations** under the *Canadian Environmental Protection Act* (CEPA) creating national vehicle fuel efficiency standards harmonized with the U.S. (2010); new vehicles sold in 2017 are projected to be an average of 25% more efficient relative to 2008, and further consultation is underway to reduce GHG emissions from cars and light trucks by 50% relative to 2008 by 2025<sup>8</sup>
- **Heavy-Duty Vehicle and Engine Greenhouse Gas Emissions Regulations** under CEPA creating national vehicle fuel efficiency standards harmonized with the U.S. (2013); new vehicles sold in 2018 will be up to 23% more efficient relative to 2008<sup>9</sup>

## 2.2.3 Provincial Initiatives

Since 2007, the Province has proceeded with a number of initiatives to reduce GHG emissions, including:

- **Greenhouse Gas Reduction Targets Act (Bill 44)** to reduce GHG emissions by 33 percent by 2020 and 80 percent by 2050, relative to 2007 levels (2007)
- **BC Climate Action Plan** supporting Bill 27 and estimated to achieve 73% of the reductions required to meet the target; the Plan and subsequent legislation included the BC carbon tax (\$30 per tonne as of 2012)
- **Local Government (Green Communities) Statutes Amendment Act (Bill 27)** requiring local governments to include targets, policies and actions to reduce GHG emissions in their OCPs (2008)
- **BC Climate Action Charter** encouraging local governments to be carbon neutral in their corporate operations beginning in 2012 (2007)<sup>10</sup>
- **Clean Energy Act** defines energy objectives including electricity self-sufficiency, GHG emissions reductions, clean and renewable energy investment, and meeting two-thirds of new demand through conservation and demand management (2010)

<sup>8</sup> Government of Canada Gazette "Regulations Amending the Passenger Automobile and Light Truck Greenhouse Gas Emissions Regulations", accessed March 2013 at <http://www.gazette.gc.ca/rp-pr/p1/2012/2012-12-08/html/reg1-eng.html>

<sup>9</sup> Environment Canada New Release "Canada Continues to Align Greenhouse Gas Emissions Measures with the United States", accessed March 2013 at <http://www.ec.gc.ca/default.asp?lang=En&n=714D9AAE-1&news=3FC39747-ABF2-470A-A99E-48CA2B881E97>

<sup>10</sup> Carbon neutrality means that efforts are made to reduce emissions, and that carbon offsets are purchased to offset any emissions that cannot be reduced

## 2.2.4 Regional Context

Richmond is an island municipality situated at the west end of the Fraser River delta. Approximately 50 of the 130 square kilometre land area—generally the eastern half of the island—is within the Agricultural Land Reserve.

Richmond is the fourth most populated city in Metro Vancouver<sup>11</sup> after Vancouver, Surrey and Burnaby. The regional guidance for land use policies and development is the *2040 Regional Growth Strategy* (RGS). The RGS delineates urban growth boundaries to preserve agricultural, industrial and natural areas and to focus residential and commercial growth to specific areas. Following the adoption of the RGS the City developed a Regional Context Statement demonstrating that the 2041 OCP supports the RGS vision, goals and strategies. Richmond's City Centre is designated in the RGS as a "Regional City Centre" where significant urban growth is appropriate.

Metro Vancouver is also a key facilitator of regional waste management, completing the *Integrated Solid Waste and Resource Management Plan* (ISWRMP) and *Integrated Liquid Waste and Resource Management Plan* (ILWRMP) in 2010. The primary goal of the ISWRMP is to reduce waste through diversion and energy recovery, with a goal of diverting 80% of waste by 2020. The ILWRMP seeks to protect the environment and public health and to develop opportunities to use sewerage as an energy and materials resource. These targets and goals are only achievable through the commitments and actions by Richmond and other member municipalities in cooperation with Metro Vancouver.

The regional transportation authority, TransLink, plans and manages the transportation system including major roads, transit and pathways. Among TransLink's *Transport 2040* goals are reduced transportation GHG emissions, increased mode split with non-auto trips as the primary modes of transportation, alignment of new housing and jobs with the frequent transit network and the efficient movement of goods. TransLink completed the Canada Line rapid transit system in 2010, linking Richmond City Centre to the airport and Vancouver. Transit routes within Richmond are defined through the Area Transit Plan (2000) with the next revision planned in 2014. The 2041 OCP articulated a long-term concept for the transit network in 2041 that links future neighbourhood centres with frequent transit routes, reducing both GHG emissions and passenger car reliance.

## 2.3 Previous Action by Richmond

The City plays a significant role in reducing community-wide energy use and GHG emissions. Recent initiatives include:

- **City Centre Area Plan**

Planning for significant levels of growth in the City Centre area, the 2009 City Centre Area Plan provides opportunities for residents to live, work, play and learn in a sustainable, high-amenity environment. By concentrating much of the City's growth, the area plan reduces sprawl and protects industrial areas, farmland and established single-family neighbourhoods (City Centre Area Plan section 1.1). Supportive policies include transit-oriented development, reduced parking, and improved pedestrian and cycling links. Policy 2.5.2(a) requires LEED Silver equivalent for private developments.

<sup>11</sup> Metro Vancouver is a Regional District (RD) under the Local Government Act. RDs provide services to municipalities and unincorporated areas within the geographic boundary. RDs are not specifically "higher levels of government", however, they do perform functions that span across several municipalities – thus operating with a perspective beyond the city's boundaries.

- **Official Community Plan Update**

The 2041 OCP “Moving Towards Sustainability”, adopted in 2012, guides the City’s land use planning and policies based on a long-term vision of a sustainable community. The OCP provides clear direction that the majority of growth will be focused in the City Centre and that the remaining development will be accommodated along designated arterial roads and in proximity to Neighbourhood Centres. Policies include shifting transportation priorities to pedestrian, cyclists and transit users. The OCP includes targets for reducing energy and GHG emissions, with the emissions targets aligned with the Provincial target.

- **CEEP Phase 1**

In response to the Province’s Bill 27 requirement that local governments establish GHG reduction targets in their respective OCPs, Richmond completed a high-level analysis of the potential for community-wide energy conservation and GHG reductions. The analysis estimated energy reductions of 7-12% by 2020 and 15-21% by 2050 from 2007 levels were potentially achievable. The associated GHG emissions were calculated to be 20-26% by 2020 and 33-41% by 2050.

- **Corporate Energy Management**

The City signed the BC Climate Action Charter in 2008 and made a voluntary commitment to the Province to become carbon neutral in its corporate operations. Richmond annually reports its progress towards this goal. The City has undertaken significant efforts to reduce energy consumption in its facilities, fleets and operations.

- **District Energy (DE)**

Richmond is actively developing district energy systems and has incorporated the municipally owned Lulu Island Energy Company (LIEC). Several feasibility studies have been completed and Alexandra District Energy Utility (ADEU) began operating in 2012 (

Figure 1). ADEU provides heating, cooling and domestic hot water to the developing West Cambie neighbourhood through a geoexchange system. At full buildout the system will serve over 3,000 residents and a total of 3.9 million square feet of residential, commercial, office and institutional space. Other study areas and policies related to district energy include:

- Emerging City Centre subareas River Green (2.7 million square feet), North City Centre (6 million square feet potential), and City Centre main (6.3 million square feet potential)
- City Centre district energy ready practice requiring new developments to utilize compatible hydronic heating systems
- City Centre heat demand mapping to quantify total, projected thermal load
- Heat recovery from the Metro Vancouver Lulu Island Wastewater Treatment Plant providing on-site and/or Steveston area building conditioning

- **Electric Vehicle Charging Stations**

Richmond, with grant funding from the Province, installed ten EV charging stations in five civic locations in 2013 for public and fleet use

- **Active Transportation Dedicated Budget**

Council consolidated existing funding programs in 2013 to create a dedicated budget for active transportation improvements



- **Transportation Demand Management (TDM) Measures**

TDM measures are required in new developments to relax parking requirements. Measures include EV charging outlets, bicycle parking and storage, end-of-trip facilities and dedicated parking spaces for car-share vehicles

- **Solid Waste Strategic Program**

Richmond has identified strategies and actions to reach its targets of 70% solid waste diversion by 2015 and 80% by 2020. These targets are aligned with Metro Vancouver's regional goals. City actions include a Green Cart program to increase diversion of compostable material in single-family areas and an expansion of the food scraps program to townhouse developments

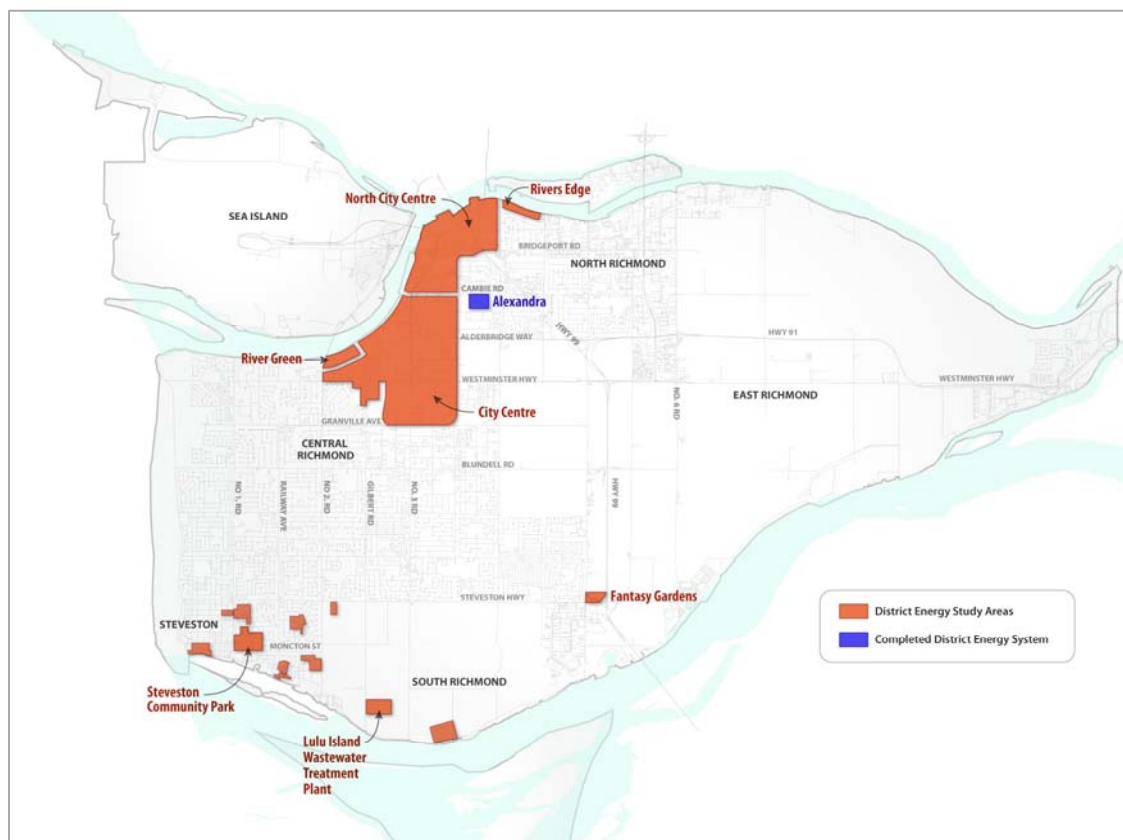
- **Climate Change and Energy Efficiency Awareness Programs**

The City supports energy awareness initiatives such as the Climate Action Showdown in schools, Climate Smart Initiative for businesses undertaking GHG emissions inventories and business case analysis, and BC Hydro and FortisBC incentive program promotion

- **Sustainability Framework**

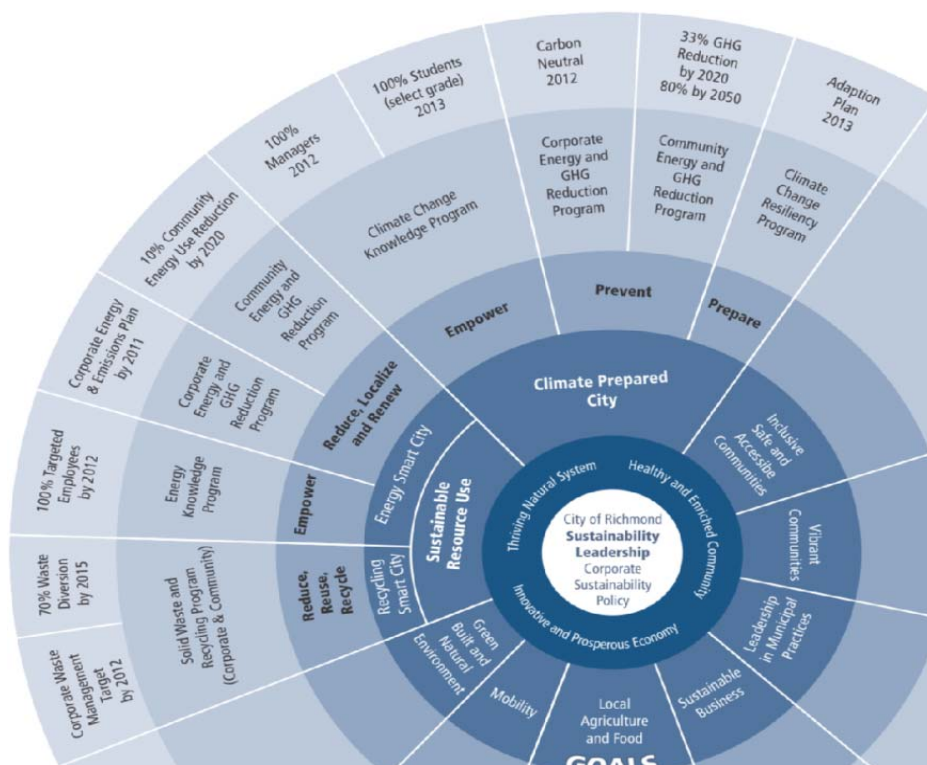
This framework guides City policy decisions to consider opportunities and impacts in each of nine theme areas (Figure 2). Currently under development, additional actions, strategies and targets will be identified for the remaining community goals

**Figure 1. District Energy Study Areas in Richmond**



Note: Not all study areas have been determined to be feasible through analysis

Figure 2. Richmond Sustainability Framework Schematic (2010)



## 2.4 BC Hydro Promotion of Energy Planning

BC Hydro's Sustainable Communities Program supports the development and implementation of energy efficiency and renewable energy initiatives in BC communities. The program recognizes the primacy of identifying opportunities for conservation (i.e. reduce demand) prior to determining renewable energy alternatives (Figure 3). This hierarchy, developed by BC Hydro, presents the relative priorities of energy conservation strategies:

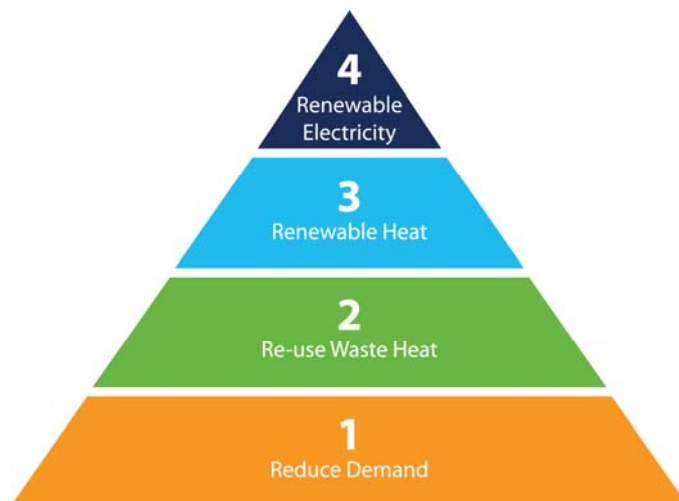
### 1. Reduce Demand

Identify opportunities to reduce energy inputs needed including more efficient technologies (e.g. better insulation in building walls) and behaviours (e.g. using power bars to decrease standing loads)

### 2. Re-use Waste Heat

Recover released heat through building-scale technologies (e.g. heating recovery ventilator) and plan communities to encourage waste heat recovery (pairing swimming pools and ice rinks with heat exchangers)

Figure 3. BC Hydro Hierarchy for Community Energy Planning



**3. Renewable Heat**

Replace fossil fuels with renewable sources of heat (e.g. solar hot water, geexchange, etc.)

**4. Renewable Electricity**

Supplement or replace electricity with local renewable sources (e.g. photovoltaic solar panels, micro-turbines, etc.)

## 2.5 Richmond 2011: Context and Implications

The following section outlines recent context and its implications to Richmond's energy and GHG management efforts.

### 2.5.1 Population

Richmond's 2011 Census population was approximately 190,000, a 10% increase from 2006.<sup>12</sup> Richmond grew faster than Metro Vancouver (9%) and the Province of BC (7%) during the Census period. Energy consumption and GHG emissions are strongly linked to population growth. Without action, energy use and GHG emissions can be expected to increase with the City's population.

### 2.5.2 Demographics

The proportion of residents under the age of 15 is declining and the proportion between the ages 55 to 64 is growing. Improving infrastructure for walking and rolling, one strategy to reduce GHG emissions, also increase accessibility for an aging population. Providing housing options—such as apartments and ground-oriented townhouses—located near transit and amenities similarly supports energy and climate objectives as well as this demographic shift.

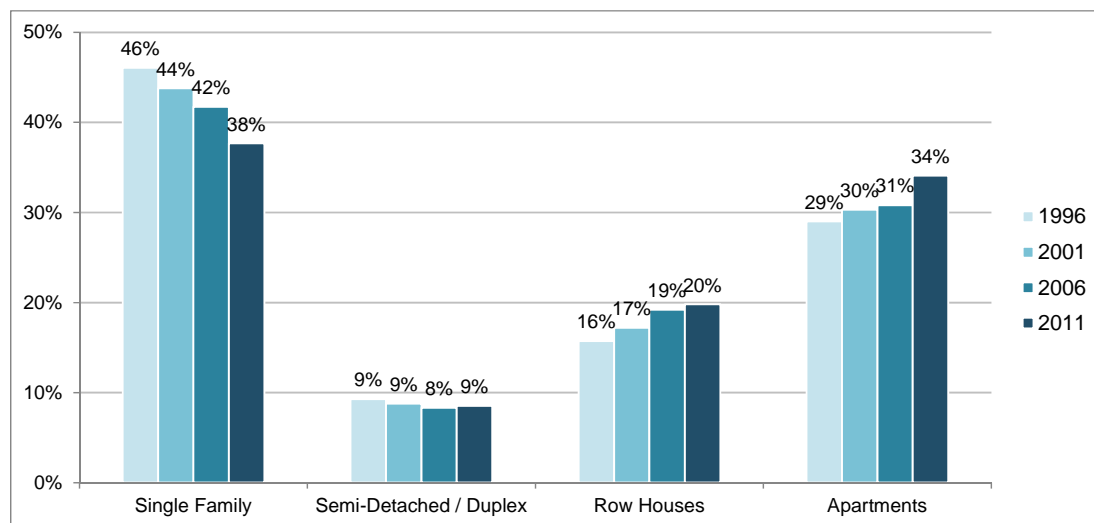
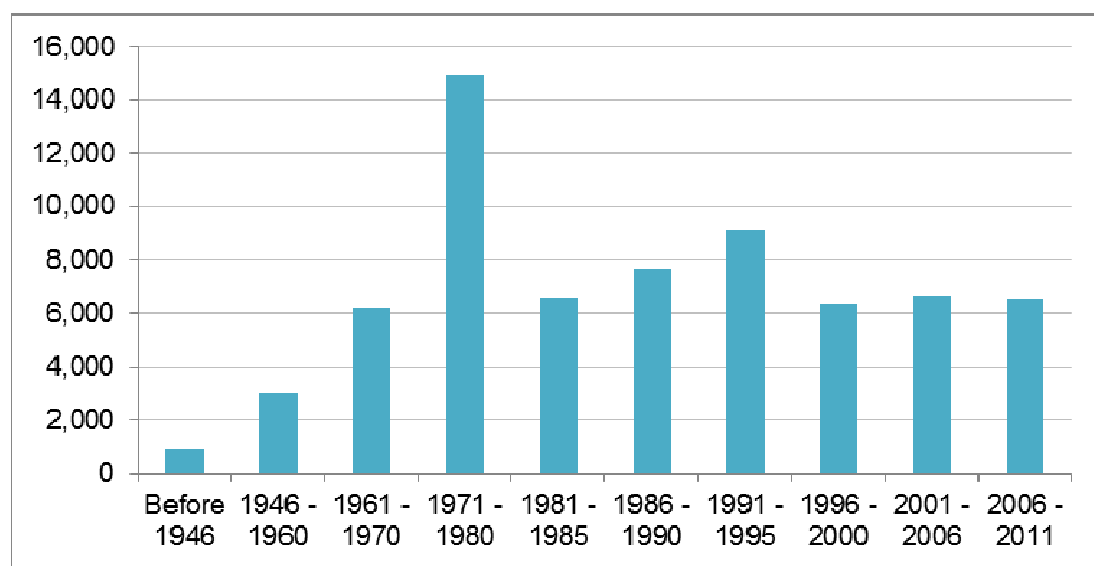
### 2.5.3 Dwellings

With the construction of high-rise apartments in City Centre and the increase in the stock of low-rise apartments and townhouses overall, Richmond's housing stock is becoming more diversified. Since 1996, the number of detached dwellings has remained roughly the same, but the proportion of all dwellings that are detached has decreased (

Figure 4). Apartments and townhouses are generally more energy efficient than detached dwellings. This is due to their smaller average size and their shared walls; attached units have a lower ratio of external wall (where heat is lost) to conditioned floor area. Apartments and townhouses are on average 50-80% more efficient than detached dwellings. Smaller dwellings have the potential to increase the supply of relatively affordable housing.

Approximate 58% of all housing is over 20 years old and a large share of these were constructed 40 years ago during the 1970s (Figure 5). Retrofitting existing dwellings can reduce the operational costs of homes as well as decrease energy use and GHG emissions.

<sup>12</sup> Statistics Canada Census 2011 Profile, accessed March 2013.

**Figure 4. Comparison of Dwelling Types in Richmond 1996 - 2011****Figure 5. Period of Construction for Dwellings in Richmond, 2011**

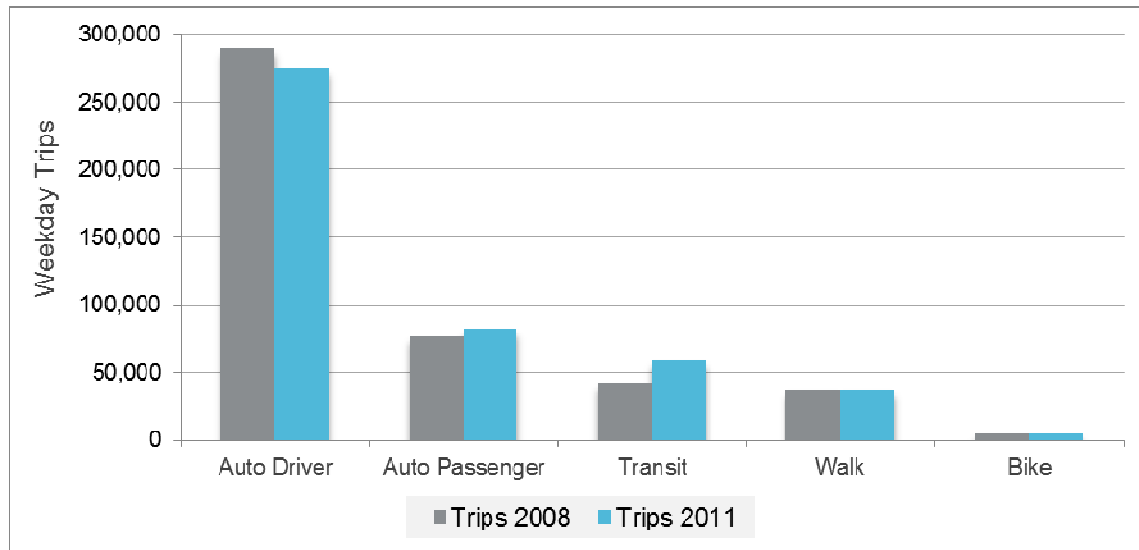
### 2.5.4 Mobility

Almost 80% of trips in Richmond are taken by automobile (Figure 6). However, automobile trips have decreased 3% and transit use increased 4% since the 2010 opening of the Canada Line.<sup>13</sup> Walking (8%) and cycling (1%) trips have remained roughly the same between 2008 and 2011 (Figure 7). Richmond's topography and trip profile is generally supportive of walking and cycling: most trips originating in Richmond stay within the City (67%) and one-half of all trips are 4 km in length or less. Over half of grade school children already walk, cycle or take transit to school, and the average length of all school trips is 2.8 km.

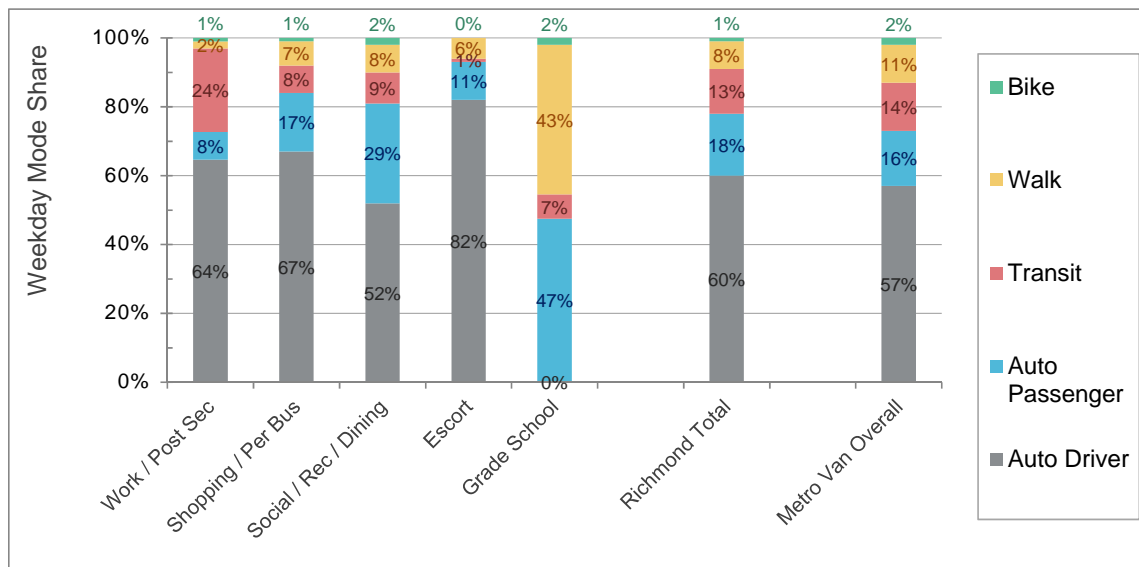
<sup>13</sup> 2011 Metro Vancouver Regional Trip Diary Survey Analysis Report, TransLink, 2013.

Integrating land use and transportation planning locates housing in areas with access to transit and amenities. This proximity facilitates walking, cycling and transit use. Safe and accessible pathways with direct and connected links further support Richmond's mode shift targets. Additionally targeted infrastructure and program outreach in schools encourages healthy, active choices for Richmond's students.

**Figure 6. Trips by Mode for Richmond, 2008 and 2011**



**Figure 7. Weekday mode share (Richmond), 2011**



Note: A trip when a driver assists someone else in their travel needs is considered an "escort". A common scenario is when a parent (escort) transports a child (passenger) to school.

### 2.5.5 Job Location

Richmond is a net provider of employment opportunities in the region with the highest jobs-to-labour force ratio in Metro Vancouver. In 2006, the jobs-to-labour force ratio was 1.24 (or 124 jobs per 100 residents).<sup>14</sup> Richmond's top employment industries include retail trade (12%), food services & accommodation (9%), professional, scientific & technical services (9%), and health care (8%).

City Centre retail and office space located near transit, cycling and pedestrian infrastructure is appropriate for many Richmond businesses. Commercial office space located near rapid transit stations has lower vacancy rates and attracts higher rents than office space located further from transit.<sup>15</sup> Office and retail located outside of City Centre contend with other transportation opportunities and challenges.

### 2.5.6 Industry

Additional important industries in Richmond include transportation & warehousing, manufacturing and wholesale trade. Industries responsible for a significant quantity of GHG emissions report directly to Provincial agencies and are not counted in the City's community-wide inventory.

Industries may have different input and output materials and there may be opportunities to share resources and/or energy. Eco-industrial networking takes advantage of co-located industries to achieve greater efficiency. Opportunities for reducing emissions from goods movement include buying new fuel-efficient vehicles, right-sizing fleets, ensuring trucks are optimally loaded, and advanced route planning.

### 2.5.7 Local Energy Sources

Richmond established the Lulu Island Energy Company and the City's first district energy system, Alexandra District Energy Utility (ADEU), provided energy to customers beginning in 2012. ADEU utilizes geoexchange to provide space heating, cooling and domestic hot water to residential and commercial buildings within the related West Cambie service area. New buildings within this service area are required to connect. District energy systems can achieve greater efficiencies—particularly when energy demand is diversified—and often provide great opportunities to develop local sources of renewable energy. Renewables reduce GHG emissions, insulate customers from global energy price fluctuations, and contribute to a more resilient community. Other opportunities include capturing waste heat from the sanitary sewer system and community buildings such as ice rinks and hospitals, as well as site-scale opportunities such as solar hot water systems.

<sup>14</sup> Statistics Canada Census 2006 Profile, accessed March 2013 at <http://www.richmond.ca/discover/about/demographics/Census2006.htm>. 2011 statistics not available for Plan development.

<sup>15</sup> "Rapid Transit Office Index for Metro Vancouver", Jones Lang LaSalle, 2011.

## 2.6 Richmond 2041: OCP Population, Housing and Employment Projections

In preparation of the 2041 OCP update, the City undertook substantial analysis and consultation to refine its population and employment projections and to identify areas where growth would be appropriate. This neighbourhood level analysis was generalized to seven city subareas for the CEEP (Figure 8). The population, dwelling and employment projections follow (Table 1, Figure 9 and Figure 10)

**Figure 8. City of Richmond Subareas**

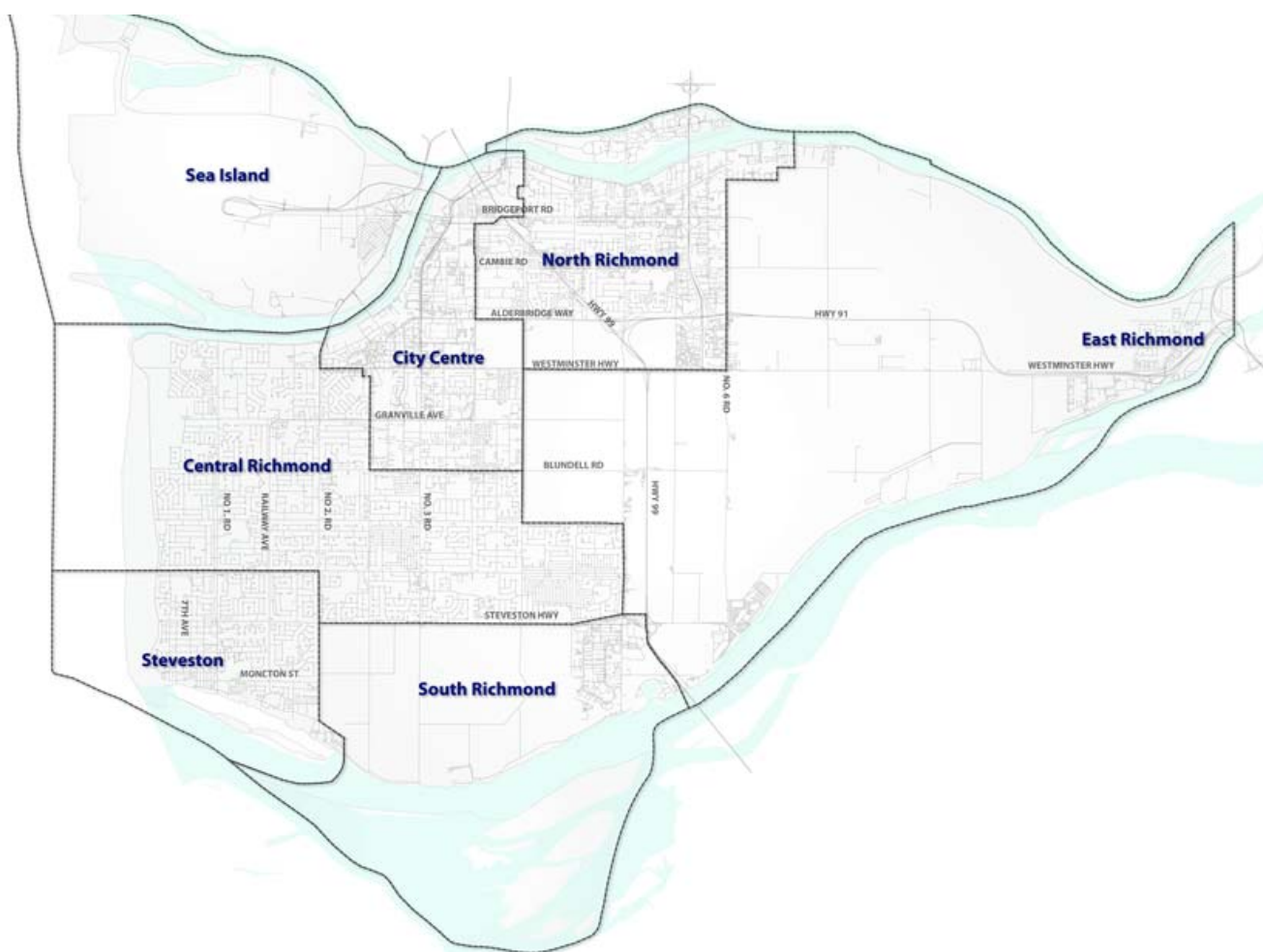


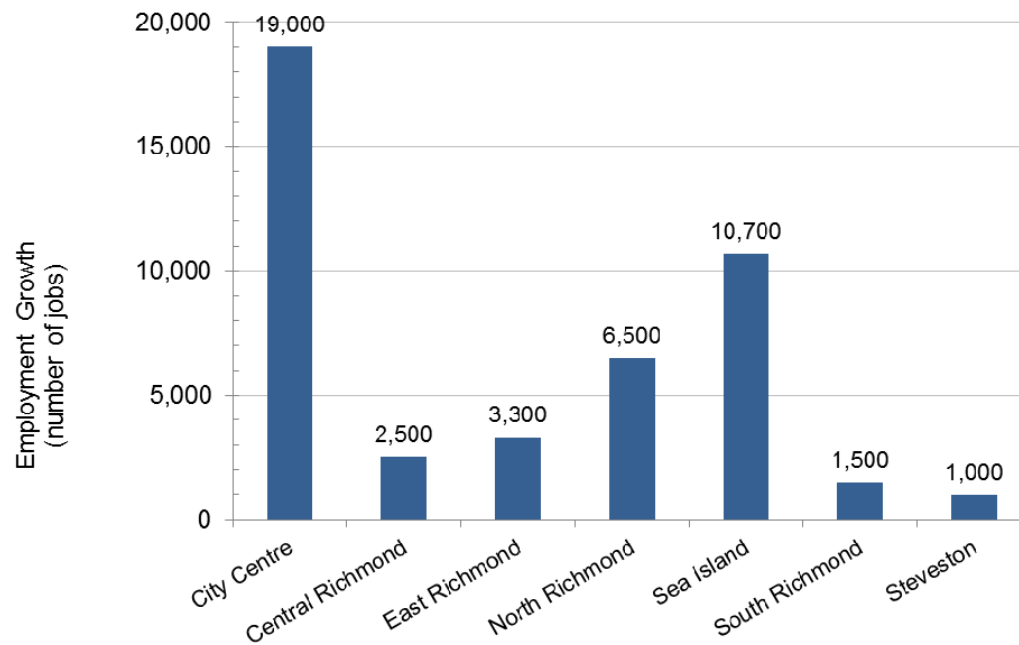


Table 1. 2041 OCP Population, Dwellings and Employment Projections by Subarea

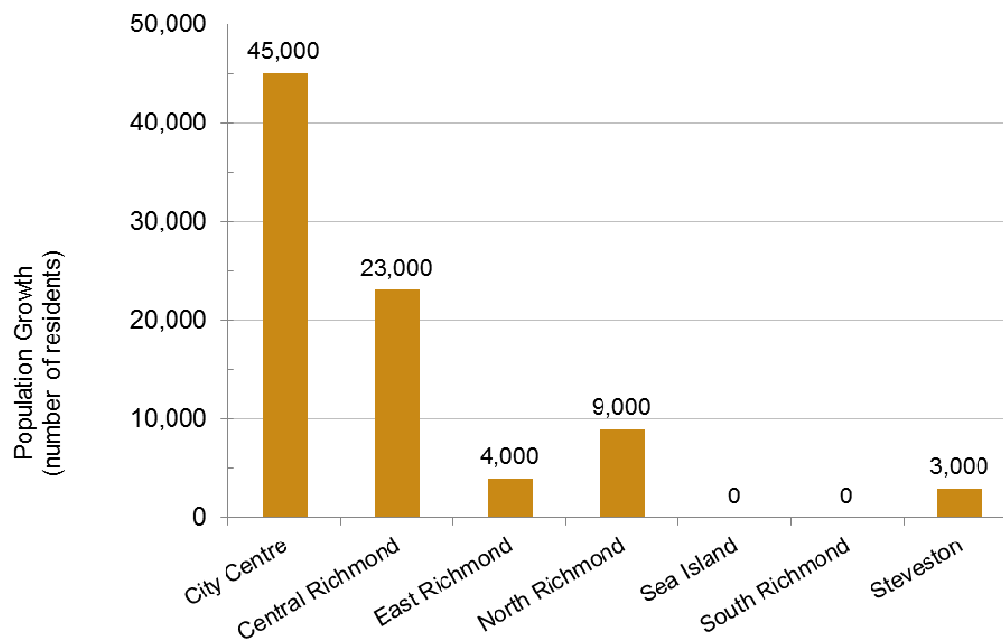
Neighbourhood	Population (number)			Dwellings (number of units)			Employment (number of jobs)		
	Existing (2009)	New (2010-2041)	Total Future (2041)	Existing (2009)	New (2010-2041)	Total Future (2041)	Existing (2009)	New (2010-2041)	Total Future (2041)
City Centre	46,000	54,000	100,000	21,000	26,000 Ground oriented: 25% Apartment: 75%	47,000	41,000	19,000	60,000
Central Richmond	87,000	20,000	107,000	28,000	12,000 Ground oriented: 90% Apartment: 10%	40,000	11,000	2,500	13,500
East Richmond	9,000	3,000	12,000	3,000	2,000 Ground oriented: 95% Apartment: 5%	5,000	14,000	3,000	17,000
North Richmond	22,000	9,000	31,000	7,000	4,000 Ground oriented: 45% Apartment: 55%	11,000	34,500	6,500	41,000
Sea Island	830	50	880	300	0	300	24,000	11,000	35,000
South Richmond	570	150	720	300	300 Apartment: 100%	600	6,500	1,500	8,000
Steveston	25,000	3,000	28,000	9,500	2,000 Ground oriented: 40% Apartment: 60%	11,500	4,000	1,000	5,000
TOTAL Richmond	190,000	88,000	280,000	69,000	46,000	115,000	135,000	45,000	180,000



**Figure 9. Projected Population Growth by Richmond Subarea (2011-2041)**



**Figure 10. Projected Employment Growth by Richmond Subarea (2011-2041)**



# 3 Where are we now?

## 3.1 Energy Use and GHG Emissions Baseline

Richmond's GHG emissions are those global warming gases released into the atmosphere from the community's activities. Most of the measured GHG emissions are a direct result of fossil fuel (e.g. coal, oil and natural gas) used to heat and power buildings and to drive vehicles. A lesser quantity of emissions results from the decomposition of the solid waste generated by the community.

### What is a gigajoule?

A **gigajoule (GJ)** is a metric measure of energy use. One GJ is roughly equivalent to the energy of a passenger car tank of gasoline or 2 barbecue propane tanks. A typical home uses one GJ of electricity every 10 days.

### 3.1.1 Community Energy Use Baseline (2010)

Energy is used to heat and power buildings, drive transportation and operate businesses (Figure 11).<sup>16</sup> Principal energy uses in Richmond include:

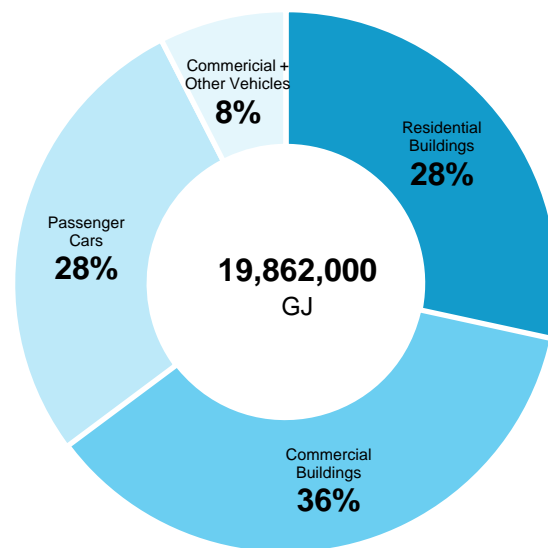
- **Buildings**

Energy is consumed to heat, cool and power buildings and to provide a range of services. Key energy sources are natural gas—for space and hot water heating—and electricity for a range of process or “plug loads” as well as some heating and cooling

- **Transportation**

Energy is consumed by vehicles to transport people and goods. The source of energy is typically combustion of gasoline, diesel and propane. Passenger vehicles account for the majority of the community's estimated transportation fuel use

**Figure 11. Energy Use in Richmond (2010)**



<sup>16</sup> The Province of BC has developed the Community Energy and Emissions Inventory (CEEI) initiative to provide inventories of community-wide energy consumption and GHG emissions for all municipalities and regional districts in BC. The CEEI provide the total amount of building energy consumed (electricity, natural gas) as well as modeled estimates of consumed propane, heating oil, and wood. Transportation emissions are modelled for vehicle fuels using statistics of vehicle travel and fuel economy ratings. The associated GHG emissions are calculated from energy consumed as well as from disposed waste. Inventories have been developed for the calendar years 2007 and 2010, and are expected to be produced biannually. (see [www.env.gov.bc.ca/epd/climate/ceei/index.htm](http://www.env.gov.bc.ca/epd/climate/ceei/index.htm)).

This report presents the most recent CEEI for Richmond. The targets in Richmond's OCP were developed from the 2007 baseline, using the first CEEI report available for Richmond.

Generally large industries are excluded from the CEEI inventories and typically for privacy reasons. For example, this inventory does not include emission from the Lafarge cement plant. However, this facility does report its emissions to senior government regulators.

Energy is a cost to the community, with most energy spending leaving Richmond. The most recent inventory indicates that **\$440 million annually** is spent in Richmond on energy (based on 2010 inventory) or **\$2,200 each** year per resident. This level of consumption is on par with other Metro Vancouver communities.

### 3.1.2 Community GHG Emissions Baseline (2010)

Utilizing traditional energy sources, such as combusting a fuel or consuming electricity, results in GHG emissions (Figure 12).<sup>17</sup> Solid waste disposal in a landfill or a waste-to-energy facility also results in emissions. Richmond's GHG emissions sources include:

- **Buildings**

Electricity and natural gas used to heat and cool buildings lead to 43% of the community's GHG emissions. Most of the GHGs result from natural gas since electricity in BC is a relatively "low carbon" energy source

- **Transportation**

Using gasoline, diesel and propane for transportation leads to approximately 53% of the community's GHG emissions. This community inventory includes only vehicles registered in Richmond

- **Solid waste**

Richmond's waste that is not diverted through recycling and composting programs may end up at the landfill. There the decomposition process, if not mitigated, results in the release of methane, a potent GHG.

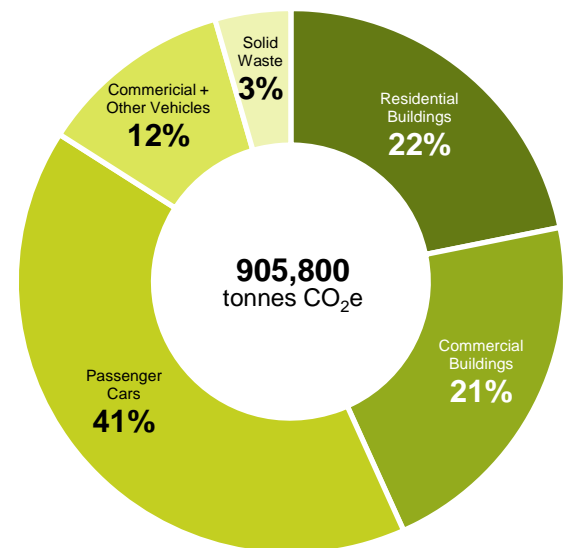
Richmond's community-wide emissions result in roughly 4.5 tonnes of CO<sub>2</sub>e per resident each year. This is typical level of emissions for residents in the Metro Vancouver area.

#### What is a CO<sub>2</sub>e?

GHG emissions are measured in **tonnes CO<sub>2</sub>e** or equivalent carbon dioxide. This is a means to express a given GHG as a functionally equal amount of CO<sub>2</sub>e for the purposes of understanding global warming.

In general terms, **1 tonne CO<sub>2</sub>e** is roughly equivalent to the GHG emissions from consuming 10 passenger car tanks of gasoline.

Figure 12. GHG Emissions in Richmond (2010)



<sup>17</sup> For fossil fuel consumption the release of carbon occurs at the 'tailpipe' – the point of consumption. For electricity consumption the release of carbon occurs elsewhere in the electricity 'grid' and not at the point of electricity use.

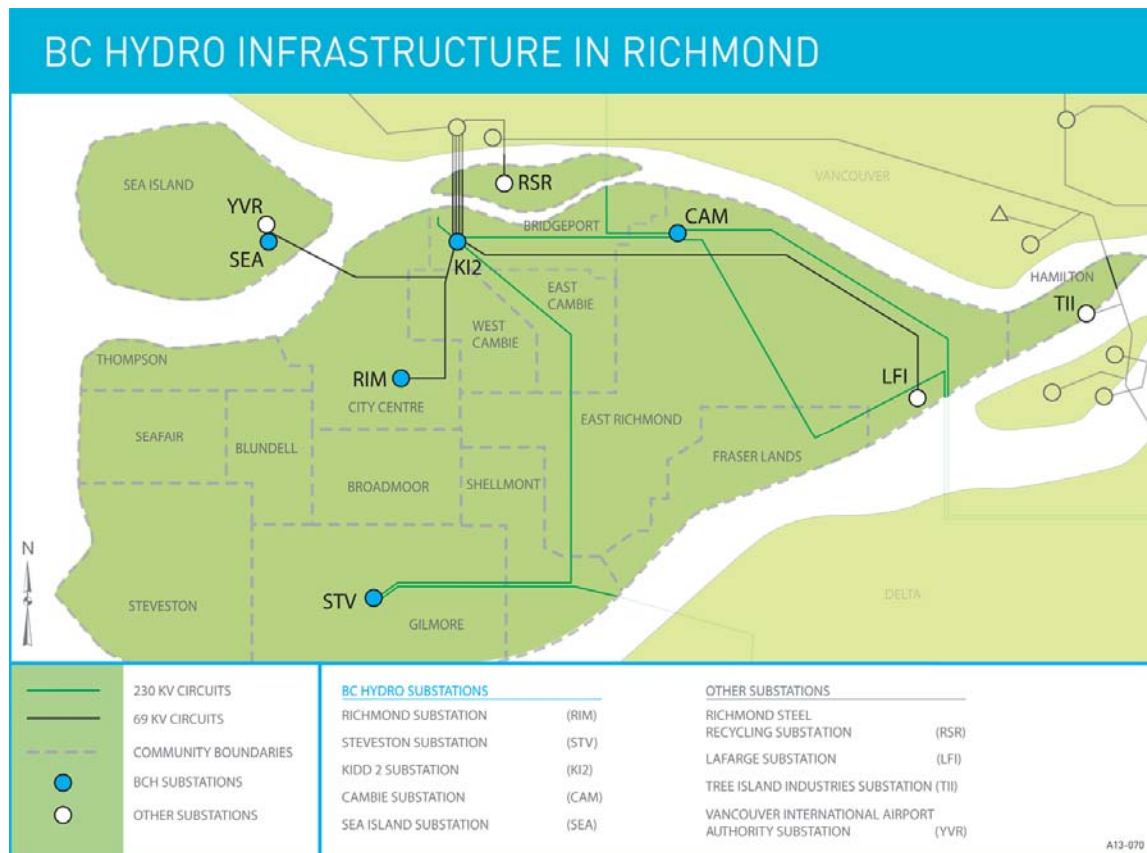
## 3.2 Electricity: A Unique Energy Service

Electricity is a unique fuel due to its versatility. As a high-grade energy, it is easily converted and can be applied to a range of tasks—operating machinery, lighting buildings or charging batteries. However, it is also transient in nature and cannot easily be stored.

One objective of the CEEP is to identify and carryout specific actions for reducing electricity use and potentially generating electricity within the community. These actions support BC Hydro's mandates to encourage conservation and to develop local alternative electricity sources that reduce the burden on the Provincial generation and transmission system.

Electricity infrastructure requires right-of-ways and facilities that occupy valuable land in the community (Figure 13). As Richmond grows, additional investment in infrastructure may be required. Historically, most utility infrastructure was addressed separately by each utility. However, there are increasingly opportunities to coordinate investment to the benefit of the public, City and utilities.

**Figure 13. Electricity Infrastructure Schematic for Richmond**



# 4 Where are we heading?

## 4.1 Current Policy Trend: Forecast Without an Action Plan

Energy consumption and GHG emissions have historically increased as the population and economy expands. This trend is expected to continue in the future. However, this increase will be tempered by greater efficiencies resulting from policy commitments at each level of government.

The primary driver on the energy and emissions forecast is population growth.<sup>18</sup> In the simplest form, the increase in energy and GHG emissions will be directly proportional to the expansion in population. Specific initiatives to address this growth are already underway:

- Mandatory biofuel content in gasoline and diesel fuels
- Increased vehicle fuel efficiency standards
- Improved building energy efficiency provisions of the BC Building Code
- More efficient building forms and decreased reliance on automobiles due to the densification of key areas as described in Richmond's 2041 OCP

The reductions from the 2007 baseline trajectory will be described in the “carbon wedge” diagram (

Figure 14).

The top line represents the theoretical increase of GHG emissions if the energy use and GHG emissions continue to grow in the fashion of the ‘status quo’ energy use (the way that energy was consumed at the time of the 2007 baseline. In this scenario, each new resident uses the same energy and same housing stock as the existing residents.<sup>19</sup> Beneath the status quo growth curve are four “wedges” representing reductions attributed to committed government initiatives:

<sup>18</sup> A more complete description of the calculation methodology is provided in Appendix A.

<sup>19</sup> This status quo development forecast is something of a theoretical construct because it implies that the new residents will be housed in the same types of dwellings as the existing residents (i.e. split between single family and multi-family etc.). In practice there is not sufficient land available to do this.

- **Transportation Biofuel Content**

The Federal government has mandated a biofuel content for gasoline and diesel fuels. These are modeled through a reduction of the emission factors for these fuels (consistent with the methodology used for BC public sector organization in the SmartTool reporting system)

- **Improved Federal Fuel Efficiency Standards for Vehicles**

The Federal government has announced requirements for average fuel efficiency to increase between the 2010 and 2016 model year (called LDV1) and further targets are under development for further improvements for model years 2017 to 2025 (LDV2). GHG reductions may be greater than 50% of passenger vehicle emissions by 2025. As well, there are processes underway that would see (more modest) improvements in commercial vehicle efficiency as well

- **Improved BC Building Code**

The BC government in 2007 established targets to improve the energy efficiency of commercial and residential buildings. These changes have been initiated with improvements to the building code and to energy standards for equipment

- **“Base OCP” Densification: Vehicles**

The new OCP defines a more densely developed City Centre to accommodate the increases in population. Data shows that as density increases, the amount of vehicle kilometers travelled decreases. This is regardless of whether transit service and other amenities are developed.<sup>20</sup> This wedge has been shown as a “given” or input assumption because it is established

- **“Base OCP” Densification: Buildings**

The increased densification will result in lower residential building energy consumption due to the greater share of multi-family units compared to single family units, and the fact that townhomes and apartments tend to be smaller than detached dwellings. An improvement in residential building energy is shown – commercial buildings were not assumed to be affected

The resulting emissions that remain after these wedges collectively are called the Current Policy Trend (CPT) scenario, sometimes referred to in energy and emissions plans as business as usual (

Figure 14). The impact of the densification resulting from the development of the 2041 OCP (including the 2009 CCAP) is shown here because it is a “given” or assumption going into the CEEP.

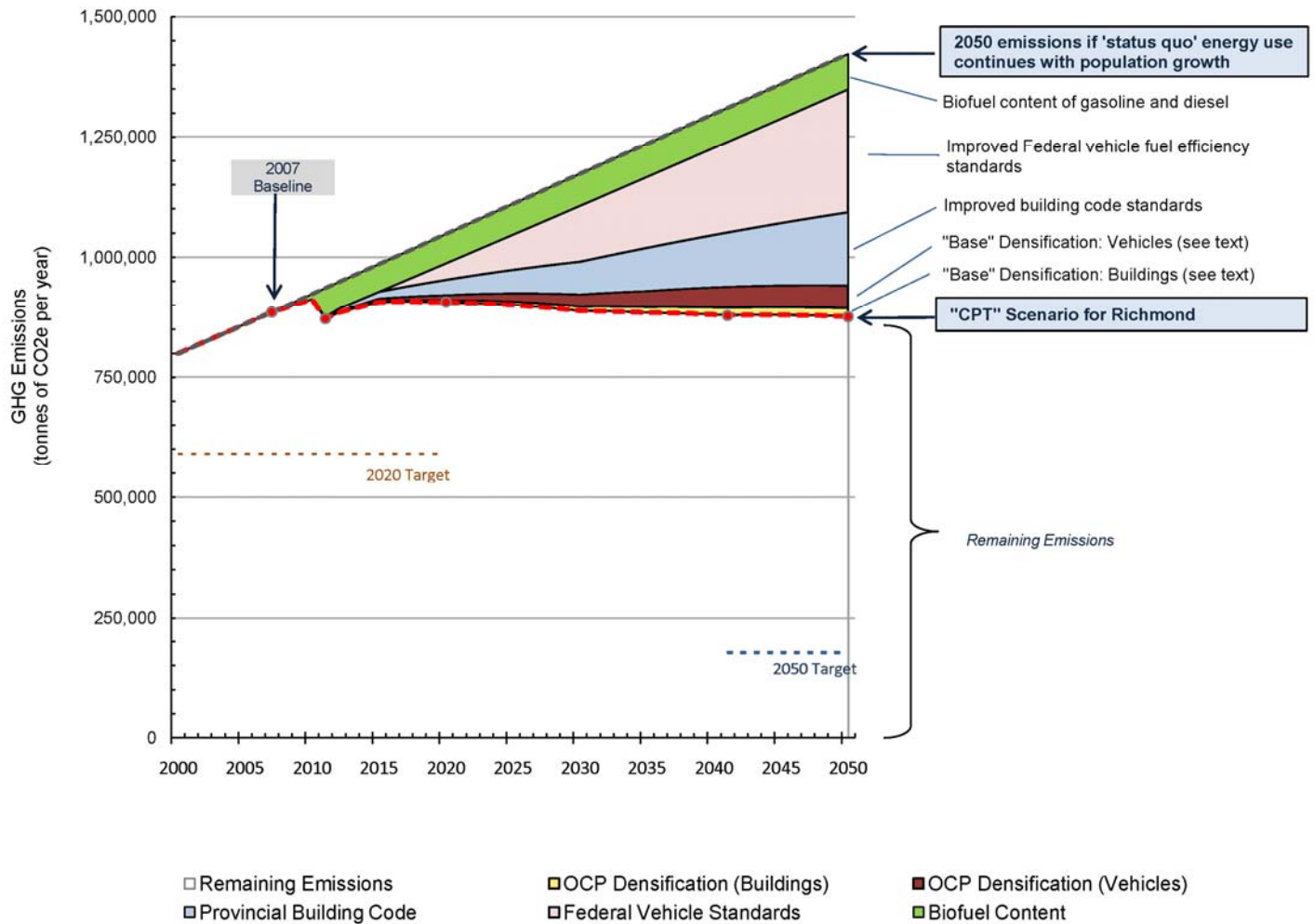
The reductions that are shown are an attempt to quantify the impact solely of the densification. As a concept it may be called the reductions that are achieved if the densification defined in the OCP is achieved – but little else is achieved (e.g. not transit improvements, no greener buildings, etc.). As such these have been called the “Base OCP” reductions.

In practice this density will be achieved in combination with better transit, better non-vehicle transportation amenities, “above-code” building standards etc. Those activities though may be implemented to a greater or lesser degree. As a result they are considered actions for the energy plan.

<sup>20</sup> A description is provided in Appendix A. Transit service and amenities will enhance the reduction in vkt in addition to this base amount.

The resulting CPT scenario results for energy, electricity and GHG emissions follow (Table 2, Figure 15, Figure 16, and Figure 17).

**Figure 14. Carbon Wedge for the Current Policy Trend Scenario**



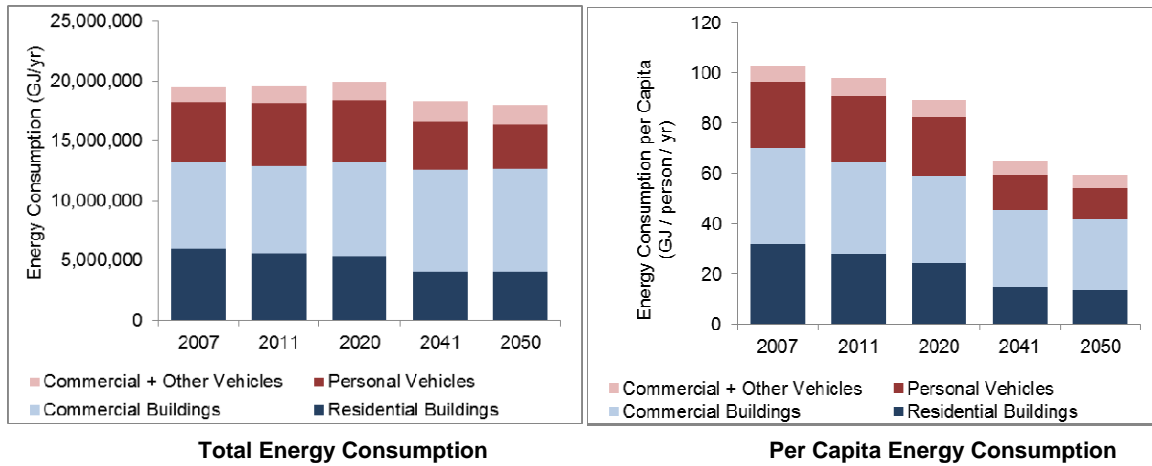
**Table 2: Current Policy Trend Scenario**

Year	2007	2010	2020	2041	2050
<b>Population</b>					
Residents	189,333	200,000	224,000	280,000	304,000
% change from Baseline (2007)	-	4%	18%	48%	61%
<b>GHG Emissions (tonnes of CO<sub>2</sub>e)</b>					
Total GHG Emissions	886,000	910,000	906,000	880,000	877,000
% change from Baseline (2007)	-	3%	2%	-1%	-1%
Per Capita Emissions (t/person)	4.7	4.6	4.0	3.1	2.9
<b>Electricity Consumption (GJ)</b>					
Total Electricity Consumption (GJ)	5,927,000	5,994,000	6,226,000	6,136,000	6,196,000
% change from Baseline (2007)	-	1%	5%	4%	5%
Per Capita Electricity Consumption (GJ/person)	31.3	30.4	27.8	21.9	20.4
<b>Total Energy Consumption (GJ)</b>					
Total Energy Consumption (GJ)	19,549,000	19,862,000	19,940,000	18,295,000	18,062,000
% change from Baseline (2007)	-	0%	2%	-6%	-8%
Per Capita Energy Consumption (GJ/person)	103.3	100.7	89.0	65.3	59.4

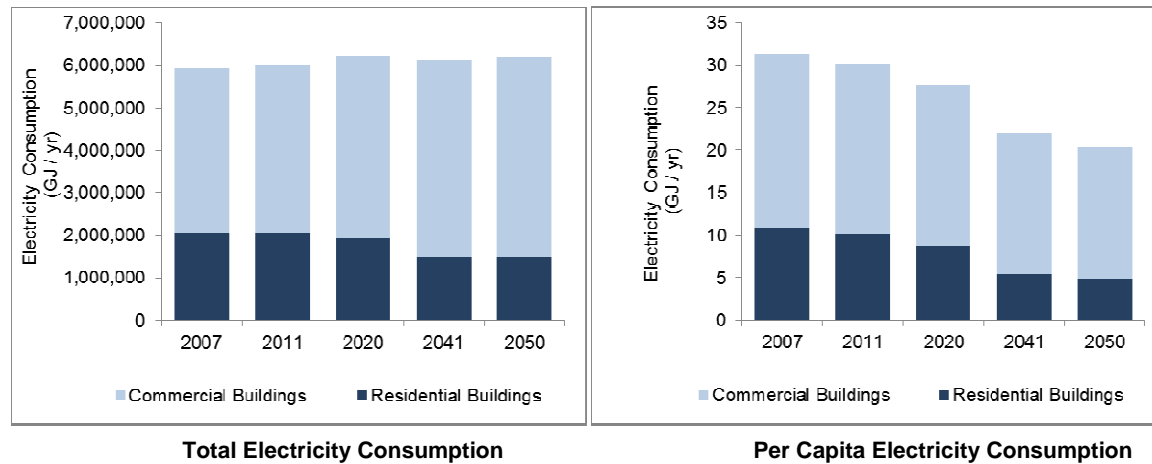
Notes: [1] Values shown in red are comparable to OCP reduction targets of -33% reduction GHG emissions by 2020, -80% reduction GHG emissions by 2050, and 10% reduction energy by 2020, respectively  
 [2] Totals may not equal the sum of components due to rounding



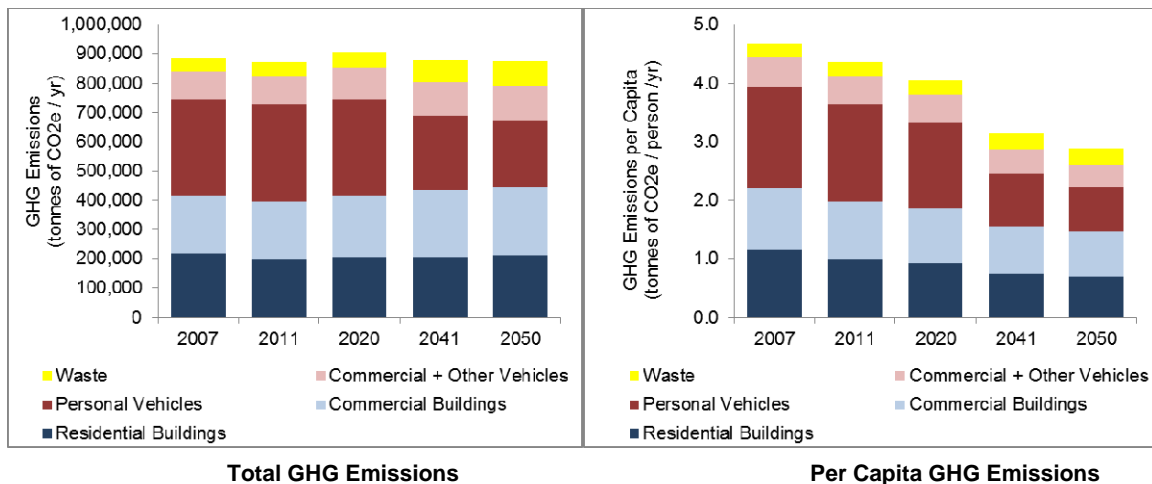
**Figure 15. CPT Forecast of Total and Per Capita ENERGY Consumption by End User**



**Figure 16. CPT Forecast of Total and Per Capita ELECTRICITY Consumption by End User**



**Figure 17. CPT Forecast of Total and Per Capita GHG emissions by End User**



## 4.2 Thermal Energy Load Growth: 2011 to 2041

As part of this project an analysis was undertaken to estimate the current (2011) energy load needed for heating throughout the community, and also to estimate where the future (2041) energy load for heating will be based on the City's projected residential and employment growth.

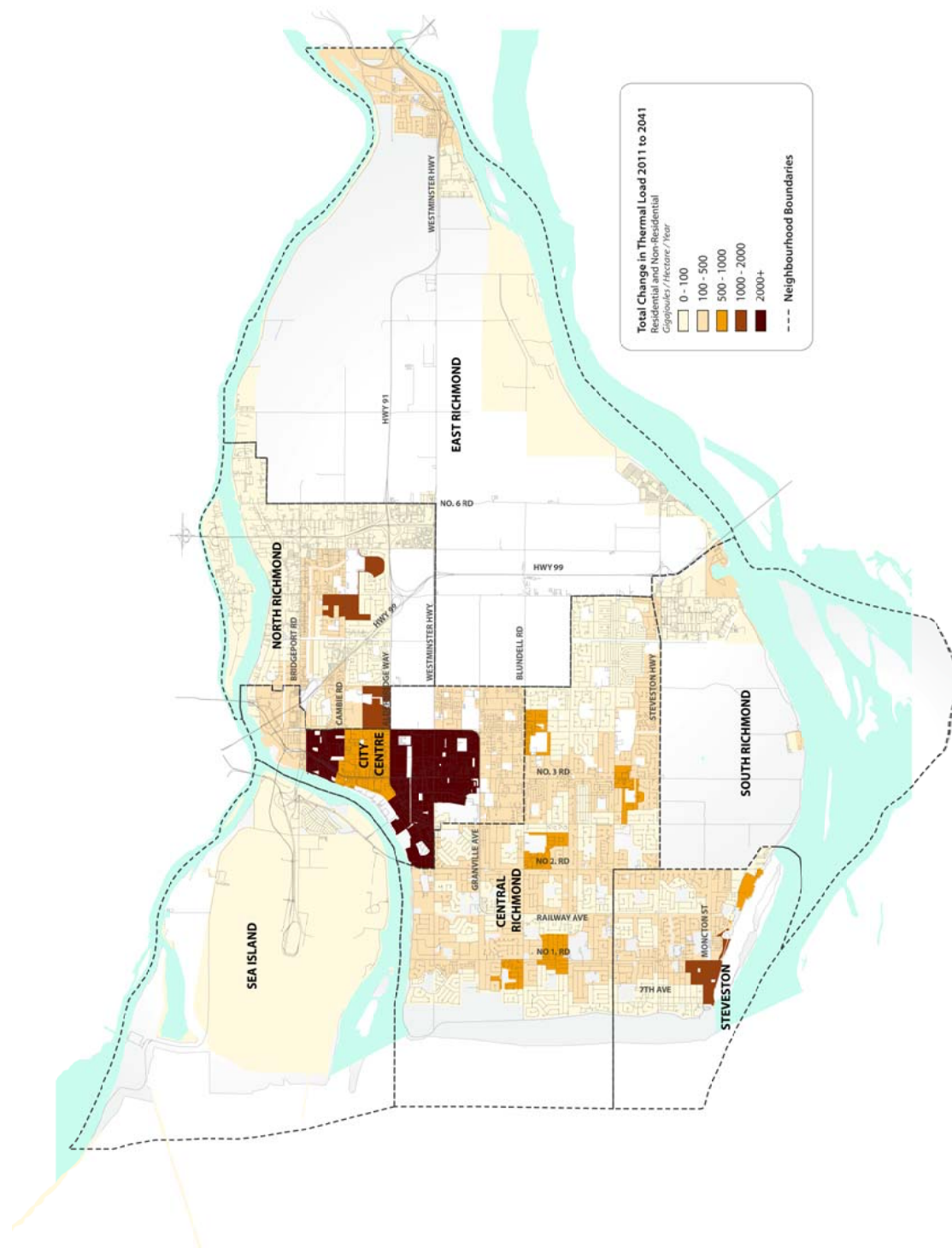
Thermal energy mapping (space and hot water heating) serves a number of purposes. First it serves as a composite measure for overall development – combining residential and commercial development. As well it can be useful to provide direction for potential future district energy opportunities. District energy feasibility is typically driven by the amount of new development – rather than the total developed area – simply because existing buildings are most often not compatible with DE systems.

### **As an example,**

Figure 18 shows the change in anticipated thermal energy for new buildings projected to be built in Richmond between 2011 and 2041. Features that are visually apparent include:

- Large increases in heating requirements in the City Centre area – consistent with the expected redevelopment of the City Centre area,
- Lesser intensive increases along the arterial road network, and
- Limited increases in existing single-family dwelling neighbourhoods.

Figure 18. Projected Change in Annual Thermal Energy Requirements 2011 to 2041 (GJ/ha)



# 5 Framing the Action Plan

## 5.1 CEEP Vision (2010)

During the CEEP Phase 1, the City established a vision as follows:

*The development of a Community Energy and Emissions Plan (CEEP) for Richmond supports the vision of the city as the most appealing, liveable and well managed community in Canada. A community where development strengthens social institutions and values, enables a vibrant, innovative and resource efficient economy, and protects and enhances ecological resources to ensure that these continue to provide valuable services for all, now and in the future. Richmond recognizes the challenges that climate change and changing global energy dynamics present and aims to act now to be prosperous later.*

*Consistent with the City's sustainable community vision is the goal of achieving an energy-wise and low-carbon society, and enables a robust local economy, a healthy environment, and a safe, equitable, diverse, and resilient community. This vision of Richmond is predicated on a move away from fossil fuels and increasing greenhouse gas (GHG) emissions, and toward an energy future where demand for energy is reduced, more waste heat energy is recovered, renewable sources of heat are fully exploited, renewable energy for electricity generation become mainstream, and GHG emissions are lowered to the greatest extent possible.*

## 5.2 Richmond's GHG Reduction Targets

In the 2041 OCP, Richmond incorporated community-wide GHG emissions reductions and energy use targets as follows (OCP section 2.2, Objective 1):

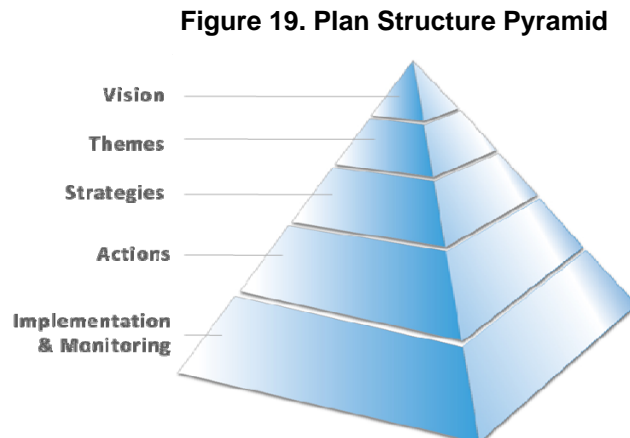
*Reduce GHG emissions from City operations and services, and support broad-base community GHG emission reduction to achieve a 33% reduction from 2007 levels by 2020 and 80% below 2007 levels by 2050.*

These targets align with the province-wide targets, which support the scientific consensus around the need to dramatically reduce global GHG emissions, and demonstrate a strong commitment to climate change mitigation. The targets also align with the provincial targets outlined in Bill 44, Greenhouse Gas Emission Reduction Targets Act, and also with the Metro Vancouver GHG emission targets in the Regional Growth Strategy.

During the CEEP Phase 1 project, the City also defined a target to reduce total energy use in the community by 10% from 2007 levels by 2020.

## 5.3 Plan Structure

A pyramid structure (Figure 19) illustrates the framework of the plan. From a single vision at the peak, the framework increases in the comprehensiveness and detail at each subsequent tier. The long-term vision remains at the top, supported by several themes and strategies, each with a set of shorter-term actions to implement the strategies. Although actions are subject to regular revisions and review, the vision should remain durable through the life of the plan. At the base of the pyramid is the actual execution of the actions as well as the measurement of the impacts. Monitoring is critical; the measurement of the impacts will inform the areas to review and revise over time.



## 5.4 Plan Themes

In recognition of the importance of the OCP as a guiding document for Richmond, the CEEP is organized into five themes that also align with the OCP chapters that are most relevant to community energy consumption, energy efficiency and GHG emissions: Neighbourhoods & Buildings, Mobility & Access, Resilient Economy, Sustainable Infrastructure & Resources, and Climate Change Leadership. A comparison of these themes and relevant OCP chapters is provided in Table 3. This highlights how the OCP document already is aligned with energy management and GHG reductions, and where the different activities are addressed by OCP policy.

**Table 3. Alignment of CEEP, OCP and Key Issues**

CEEP Theme	OCP Chapter	Key Issues
1. Neighbourhoods and Buildings	Ch 3: Connected Neighbourhoods with Special Places	<ul style="list-style-type: none"> <li>Land use policy for compact, complete communities</li> <li>Green homes promotion</li> <li>Building scale alternatives and an innovative energy supply</li> <li>Retrofits of existing buildings for greater efficiency</li> </ul>
2. Mobility and Access	Ch 8: Mobility and Access	<ul style="list-style-type: none"> <li>Shift towards non-vehicle modes</li> <li>Increased transit service</li> <li>Low carbon vehicle encouragement</li> </ul>
3. Resilient Economy	Ch 6: Resilient Economy Ch 7: Agriculture and Food	<ul style="list-style-type: none"> <li>Improved commercial goods movement</li> <li>Increased local, green jobs and low-impact industrial development</li> <li>Commercial and industrial land protection</li> <li>Higher efficiency new and existing commercial buildings</li> <li>Increased alternative energy/biomass</li> </ul>
4. Sustainable Infrastructure and Resources	Ch 12: Sustainable Infrastructure and Resources	<ul style="list-style-type: none"> <li>Solid waste resource plan support</li> <li>Local energy sources utilization</li> <li>Efficient infrastructure construction</li> </ul>
5. Climate Change Leadership	Ch 2: Climate Change Response	<ul style="list-style-type: none"> <li>Education and engagement expansion</li> <li>Corporate operations "lead by example"</li> </ul>

# 6 Reduction Scenario

This section first presents the results of a developed “reduction scenario” and then defines the detail of the strategies and actions used to develop the scenario.

## 6.1 The Municipal “Toolkit”

The range of actions available to a local government is broad, but they typically are one or a combination of a four key types of activity (Table 4). Some strategies can be implemented individually, and some may require a combination of measures.

**Table 4. Municipal Tools for Encouraging Action**

Action	Types of Activities	Comments
Outreach and Education	Increase awareness through promotions (e.g. brochures and information), Facilitate self-motivated individuals to take action through information sharing, guidance, or seminars and workshops. Provide education and training through workshops and community events.	Generally simpler activities (some one-off, and some on-going). Many can be done in partnership with other funders or delivery agents. Generally low cost, but uptake is typically very low.
Non-financial Incentives	“Build it and they will come.” Provide the infrastructure and facilities and residents will use it – connected sidewalks, neighbourhood access to amenities, bus shelters.	Aligns with municipal infrastructure activities and is part of existing activities. Strong push might require more budget capital projects.
Financial Incentives	Provide a financial incentive to take action. Examples may be a permit or fee discount, a tax break, a rebate or some other incentive for a resident / homeowner / developer to take action.	These generally become program activities requiring some ongoing maintenance or staff support – analogous to a water conservation program. Some examples exist for energy but this is generally a new area for local governments. <sup>21</sup>
Regulation	Require an activity through a policy statement, a bylaw, or a rezoning requirement to define an action that must be taken.	Strongest compliance since it is a requirement. However, it requires that the City be willing to enforce compliance and the activities must be pursued with consultation and communication with the affected stakeholders.

<sup>21</sup> An example is the Saanich Built-Green incentive that provides a building permit rebate for single family construction built to the “Built Green standard. Concerns are often cited about the cost of these programs but experiences have shown that they are not typically well subscribed initially and so require some promotion.

## 6.2 Reduction Scenario – Summary

### 6.2.1 Quantifying the Reductions

Creating a reduction scenario provides an opportunity to consider how the community will achieve its target. This involves:

- Identifying potential strategies and actions that are within the City's realm of authority, influence or ability to deliver,
- Considering what level of impact these activities may potentially have on the amount of energy consumed and/or the type of energy consumed and/or the amount of GHG emissions produced, and
- Estimating the uptake of the actions – i.e. how many people / buildings will change as a result of the action. Many factors influence the uptake of various actions, though general estimates can be made based on the tool selected (as outlined in the table above).
- Estimating the implementation time for an action. Each activity will start and at some point reach full implementation. (For example, an initiative to retrofit X % of homes, might target this to be achieved by a certain date).

Based on the actions identified, the desired goals of the OCP, literature review and input from the staff workshop, a reduction scenario has been developed. The assumptions, estimated levels of uptake and potential level of impact for the strategies identified in this plan are shown in Table 5.

Although specific actions have been defined in this plan as a starting point for moving forward with community energy and emissions management, it is anticipated that other actions may be identified in the future based on opportunities that present themselves during implementation (e.g. new funding becomes available for an activity that is not yet identified, but aligns with the intentions of the plan).

**Table 5: Reduction Scenario Assumptions and Outcomes**

Theme	Strategy	Description	Emissions Sector	Change in Energy Use at 2041 (GJ)	Change in Electricity Use at 2041 (GJ)	Change in GHG Emissions at 2041 (tonnes CO <sub>2</sub> e)
Neighbourhoods and Buildings	Strategy 1	Neighbourhood planning	Personal Vehicles	-1,176,100	-254,900	-54,400
	Strategy 2	New development efficiency	NEW Residential Buildings			
	Strategy 3	Existing buildings	NEW Residential Buildings			
Mobility and Access	Strategy 4	Alternative transportation	Personal Vehicles	-1,299,400	41,600	-85,000
	Strategy 5	Connectivity				
	Strategy 6	Transport behavior and mode choice				
Resilient Economy	Strategy 7	Low carbon personal vehicles	Personal Vehicles	-806,400	-440,800	-21,800
	Strategy 8	Energy efficient industries	Existing Commercial Buildings			
Sustainable Infrastructure and Resources	Strategy 9	District energy	NEW Residential and Commercial Buildings in the City Center area	-455,800	-201,100	-51,900
	Strategy 10	Local energy sources	NEW Residential and Commercial Buildings			
	Strategy 11	Waste	Waste			



## 6.2.2 Scenario Reductions

The results are tabulated in Table 6. For each of electricity, total energy and GHG emissions three comparisons are made:

- **Comparison to the Baseline:** This compares the value to the 2007 level. In these terms reductions are modest in percentage terms – and sometime even increasing in the early years. This result from the fact that the community is growing and reductions and efficiencies made can be overwhelmed by continued growth.
- **Comparison to the Current Policy Trend (CPT):** This compares the results to where the City might otherwise have been – and here the results are promising. Any reductions made help to divert away from the growth trajectory.
- **Comparison on a Per Capita Basis:** The reductions appear most dramatic when presented on a per capita basis. This shows the substantial reductions required of each resident, if the impacts of growth are to be met, and overcome. That is, a small reduction in total energy use, given the population growth, requires a substantial reduction in per capita energy use.

**Table 6. Reduction Scenario Results**

Year	2007	2010	2020	2041	2050
<b>Population</b>					
Population	189,333	200,000	224,000	280,000	304,000
% change from Baseline (2007)	-	4%	18%	48%	61%
<b>GHG Emissions (tonnes of CO<sub>2</sub>e) (baseline)</b>					
Total GHG Emissions	886,103	913,000	831,500	666,500	664,700
Change from Baseline (2007)	-	26,900	-54,600	-220,000	-221,400
% change from Baseline (2007)	-	3%	-6%	-25%	-25%
Change from CPT	0	0	-74,600	-213,100	-212,500
% change from CPT	0%	0%	-8%	-23%	-23%
Per Capita Emissions (t/person)	4.7	4.6	3.7	2.4	2.2
% change per capita from Baseline (2007)	-	-1%	-21%	-49%	-53%
<b>Electricity Consumption (GJ)</b>					
Total Electricity Consumption (GJ)	5,926,916	5,994,400	6,027,000	5,280,700	5,317,200
Change from Baseline (2007)	-	67,400	100,100	-646,200	-609,700
% change from Baseline (2007)	-	1%	2%	-11%	-10%
Change from CPT	0	0	-198,900	-855,200	-878,400
% change from CPT	0%	0%	-3%	-14%	-14%
Per Capita Electricity Consumption (GJ/person)	31.3	30.4	26.9	18.9	17.5
% change per capita from Baseline (2007)	-	-3%	-14%	-40%	-44%
<b>Total Energy Consumption (GJ)</b>					
Total Energy Consumption (GJ)	19,548,808	19,862,000	18,975,000	14,557,200	14,389,500
Change from Baseline (2007)	-	313,200	-573,800	-4,991,600	-5,159,300
% change from Baseline (2007)	-	2%	-3%	-26%	-26%
Change from CPT	0	0	-966,300	3,737,700	3,672,300
% change from CPT	0%	0%	-5%	-20%	-20%
Per Capita Energy Consumption (GJ/person)	103.3	100.7	84.7	52.0	47.3
% change per capita from Baseline (2007)	-	-3%	-18%	-50%	-54%

Notes: [1] Values shown in red are comparable to OCP reduction targets of -33% reduction GHG emissions by 2020, -80% reduction GHG emissions by 2050, and 10% reduction energy by 2020, respectively  
 [2] Totals may not equal the sum of components due to rounding

### 6.2.3 Emissions after the Action Plan

The remaining emissions following the action plan activities to 2050 is estimated at 675,000 tonnes of CO<sub>2</sub>e – a 25% reduction from the 2007 baseline level. The distribution of these remaining emissions is shown in Figure 20.

What can be noted is that all components of the carbon “pie” have been reduced each to a different degree.

### 6.2.4 Carbon Wedge

The overall impact on carbon emissions is presented as a carbon wedge in Figure 21. As in the earlier presentation, the effects of growth are tempered by the higher government initiatives, and the impact of the OCP densification – an established policy.

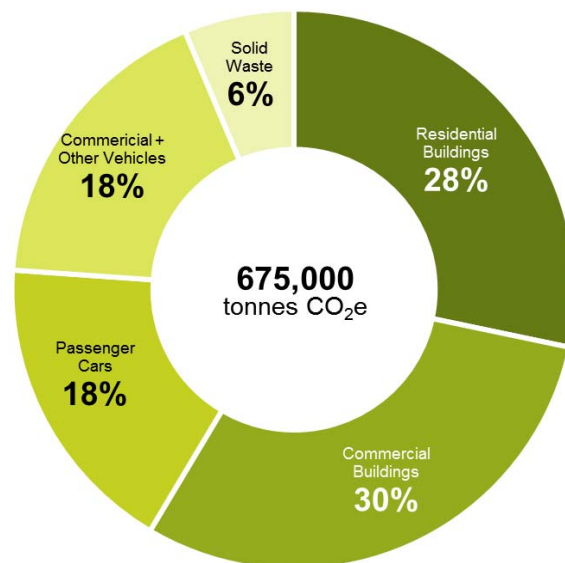
Shown in the figure are the additional measures that form the basis for the plan – these are shown by each of the themes<sup>22</sup>. The important point to note, is that without the actions in the plan, these reductions are not certain to be achieved through the implementation of the OCP by itself.

It is also worth noting that the action plan is not sufficient to meet the reduction targets established in the OCP (which match the Provincial targets). The Provincial and City targets are extremely aggressive, and as yet few – if any – communities in BC have defined, and committed to implementing a set of actions sufficient to meet these levels of reductions.

This is not a cause for inaction – rather the impetus is to begin implementation, and then to continue developing actions over time. Future opportunities, technologies, price signals and so forth may make other actions more attractive in the future.

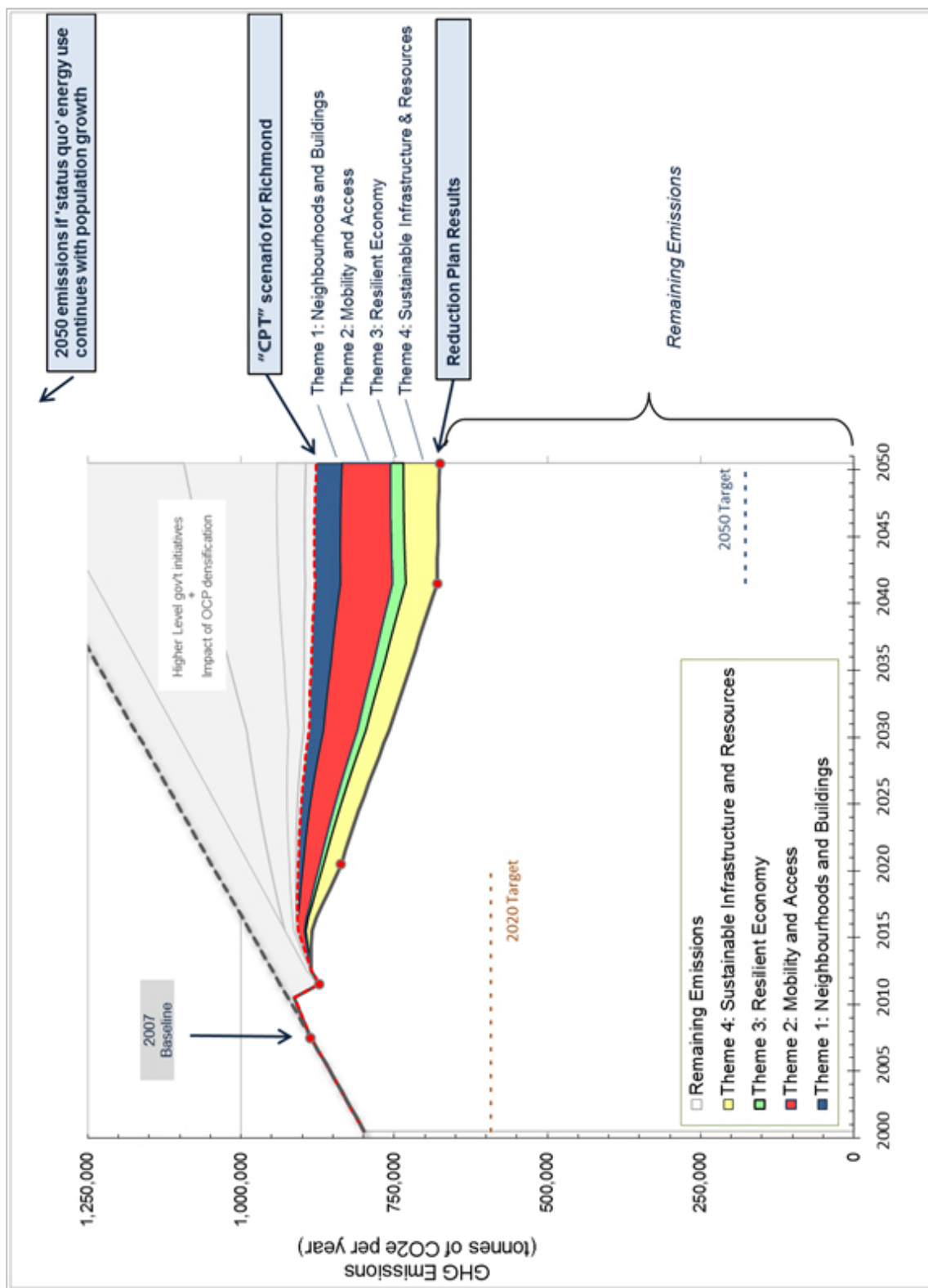
Finally – the next section (6.3) describes in detail the actions contained within the reductions scenario.

**Figure 20. Emissions Distribution Following Action Plan Reductions (2050)**



<sup>22</sup> The fifth theme Climate Change Leadership is a foundational activity which provides support and encouragement for the other actions. In general the reductions will be achieved in the other four themes – acknowledging that reduction are achieved through the corporate operations plan, but these are not quantified in a separate action plan.

Figure 21. Reduction Scenario GHG Wedge



## 6.3 Detailed Descriptions of Strategies and Actions

Many of the actions described below are implementation actions for OCP objectives or are related to existing City policies and programs. However, the City is not currently committed to this suite of actions and some actions may require more detailed assessment, a change in policy or additional resources to implement.

### THEME 1: NEIGHBOURHOODS AND BUILDINGS

This section describes strategies to address the energy and carbon aspects of:

- Neighbourhood Centre Planning
- New buildings
- Existing buildings

The way cities are planned and built has an impact on the amount of energy residents consume to get around and to heat homes and other buildings. Historically, Richmond largely accommodated new residents through single family dwellings on greenfields (land not previously developed). The city is now close to reaching its developable land capacity, but has a continued need to accommodate a growing population. Over the next 30 years, the city's population is projected to grow by 80,000 requiring approximately 45,000 new dwelling units. By concentrating new development in City Centre and Neighbourhood Centres, Richmond can preserve its natural areas and agricultural land while creating communities with recreation, shopping and employment opportunities.

The City's recent OCP update supports this form of development but also recognizes that significant growth will need to be accommodated outside the City Centre (approximately 40,000 people), and that this growth should be carefully managed to enhance existing and create new Neighbourhood Centres.

#### Strategy 1: Integrate Future Neighbourhood Centre Planning with Transit Planning

*"Richmond is a place where people live, work, and prosper in a welcoming, connected, accessible and vibrant community."*

This statement from the core of the Vision of a Sustainable Richmond that guided the 2041 OCP demonstrates the importance of growing in a manner that enables residents, employees and visitors to have access to their homes, work, recreation, and amenities. Through land use and development planning, the City aims to guide growth in a manner that supports an improvement in access to all of these needs.

The OCP identifies the City's plan "to undertake, over time, separate Neighbourhood Shopping Centre planning processes to enable a wider variety of housing, stores, services, and amenities which support more jobs, effective transit, walking, rolling and cycling."<sup>23</sup> Increasing density is needed to support expansion of the frequent transit network. However, new dwellings must be accompanied by services, amenities, and destinations, so that the new services are of value to the residents.<sup>24</sup>

<sup>23</sup> City of Richmond Official Community Plan, 2041 OCP – Moving Towards a Sustainable Future; Section 3, Objective 2; 2012.

This CEEP strategy highlights the importance of guiding growth in a phased manner that works in concert with improved transit service. In 2014, TransLink is expected to initiate a major area plan review, and this, combined with the new OCP mandate is an opportunity to coordinate neighbourhood planning with long range transit planning.

### Action 1 Review Neighbourhood Centre development sequencing for flexibility

The OCP 2041 defines a vision for the future – with several developable neighbourhood centres evolving from current shopping mall sites, and a frequent transit network serving the majority of the urban area. The OCP has established a starting set of priorities for neighbourhood planning.<sup>25</sup> As well the OCP requires any large development proposals in the East Cambie, Blundell, and Garden City areas over 1 hectare (2.5 acres), to engage in a neighbourhood master planning process. This provides an exceptional opportunity to ensure that transit and land-use planning are developed in concert.

Through this action the City will:

- Define a sequencing strategy for the East Cambie, Blundell, and Garden City neighbourhood master planning
- Develop measures to stimulate neighbourhood development according to the transit area plan<sup>26</sup>
- Work to include the “Six D’s” of transit oriented development into the neighbourhood plans

#### *The 6 “Ds” of Transit-Oriented Communities:*

- D1: Destinations: Land use planning to make destinations sites*
- D2: Distance: Create a well-connected street network*
- D3: Design: Create places for people*
- D4: Density: Concentrate and intensify activities near frequent transit*
- D5: Diversity: Encourage a mix of uses*
- D6: Demand Management: Discourage unnecessary driving*

*From: Design Guidelines for Transit-Oriented Communities, TransLink,*

### Action 2 Collaborate with TransLink to update the Area Transit Plan (ATP)

Seeing the OCP defined future ‘play out’ will occur through the implementation of the OCP and the development and implementation of TransLink’s next Area Transit Plan (ATP) – anticipated to initiate an update in 2014. The transit area planning will be aided by clear guidance to TransLink on the priority areas of growth and development (Action 1).

It is important that the participation in the ATP capture the planning and land use issues and not be simply viewed as an infrastructure and engineering issue.

<sup>24</sup> Density is not the only element needed to create a Transit-Oriented Community. TransLink has identified the 6 “Ds” of Transit-Oriented Communities (Destinations, Distance, Design, Density, Diversity, and Demand Management). In combination these elements combine to shift mobility patterns towards transit, walking and cycling and away from automobiles.

<sup>25</sup> The OCP does identify general planning priorities. For example it defines the Broadmoor Neighbourhood Master Plan now completed for the shopping centre itself) and Hamilton Shopping Centre (underway) to continue, identifies East Cambie, Blundell, and Garden City as future planning areas, and defers planning for Terra Nova, Ironwood, and Seafair shopping malls into the far future. (OCP pg 3-4)

<sup>26</sup> Stimulus measures are not currently defined but may include packages of services, school and recreation facility planning, etc. Discussion with developers, or market studies may be required to define which measures are most suitable for each neighbourhood.

The City will:

- Partner with TransLink to align improvements to the transit network with land use plans and the defined FTN sequencing and routes<sup>27</sup>
- Promote the 6 "Ds" of transit planning by developing new commercial and mixed-use spaces (Destinations and Diversity); improved links for pedestrian and cycling access (Distances); street furnishings, plantings, public art (Design), and decreased focus on automobile through reduced or priced parking (Demand Management) – see Mobility strategies for more ideas.
- Identify new infrastructure needs to assist capital and road works planning and that leverages the benefits of the Canada Line construction

## Strategy 2: Increase Energy Efficiency in New Developments

### Action 3 Include energy efficiency in Neighbourhood Centre planning

Current and future neighbourhood plans can define objectives for energy efficiency. The 2008 "Bill 27" amendments to the Local Government Act (LGA) and the Community Charter allowed for local governments to include energy and water efficiency and reduced GHG emissions as objectives in development permit guidelines. Defining these has not been easy but includes issues such as building orientation, solar exposure and shading, ventilation, high albedo roofing materials, maximum glazing, or on-site renewable energy production

Specific actions to explore in future planning include:

- Incentivizing high efficiency requirements for new developments
- Requiring provisions for (current or future) alternative energy and district energy-ready systems
- Include increased energy requirements for rezoned developments in neighbourhood centre rezoning similar to CCAP requirements

### Action 4 Promote energy efficiency in all rezoning

The City Centre Area Plan requires that rezonings greater than 2,000 m<sup>2</sup> achieve LEED Silver equivalent. Action 3 (above) promotes this standard to each of the future shopping centre neighbourhood plans. This action suggests that higher energy efficiency requirements may eventually become a standard for all significant rezoning citywide.

<sup>27</sup> A common benchmark objective to achieve is service of a level of a Frequent Transit Network (FTN) – loosely defined as 15 min or better service, 12-15 hours per day – every day. FTN service provides a frequency that is generally regarded as the level at which customers will switch to transit over other transportation because it can be relied upon. The FTN defined in the mobility section of the OCP is an illustrative example to show the intent, and the impact of the arterial development strategy defined for the non-City Centre areas of the City. It is expected that it would be refined through the ATP process.

The City will:

- Explore options to make high-energy efficiency a requirement for all significant rezoning applications
- Identify energy efficiency requirements and application criteria in consultation with stakeholders
- Consider improved energy metering for multifamily and commercial buildings

#### **Action 5    Develop incentives for new development to exceed the building code energy requirements**

The BC government is pursuing energy efficiency targets through improvements to the BC Building Code and equipment standards. Incentives may help to overcome the additional cost of building a building that exceeds these more stringent code requirements during the life of the plan. This barrier is often cited as a reason for not building to higher standards. There are a variety of possible incentives including building permit fee discounts, (possibly) reduced DDC charges, revitalization tax exemptions (RTEs), or financing mechanisms.

The City will:

- Evaluate the options for an energy efficiency incentive program to encourage new developments to pursue greater efficiency. Tools may include fee reductions, rebates, revitalization tax exemptions, or other financial incentives

#### **Action 6    Ensure that existing building code requirements are attained**

In 2008, the energy provisions of the building code were updated to be more stringent. There has been data accumulating recently (for example by BC Hydro) that indicates that the intended energy efficiencies are not always achieved. The reasons for this are not well understood but will become more evident over time. Working to achieve better attainment of the existing building standards may have a large impact on the energy use of new development – irrespective of efforts to achieve “better than code” performance.

The City will:

- work with BC Hydro, the BC Office of Housing and Construction Standards, and other agencies to evaluate the performance of new buildings within the City, identify causes of underperformance, and define a coordinated approach to ensure that code requirements are attained
- review internal City processes to improve energy performance of new construction

### **Strategy 3: Improve the Performance of Existing Building Stock**

Almost 2/3 of the current energy use in the City, and over 40% of the GHG emissions are due to the existing building stock. Development actions (strategy #2) provides an opportunity to improve the sustainability of new buildings – which will replace some of the existing buildings, however the majority of the structures standing today will still be in place in 2041. Since OCP land use policies and development controls do not directly impact the existing building stock, this strategy is of particular importance to the scenario reductions.



The City currently has limited interaction with residents and businesses on energy issues and will need to expand its role if it is to achieve substantial reductions. At the local level, there are limited regulatory options to increase energy efficiency of existing buildings.<sup>28</sup> The opportunities for the City are primarily to pursue outreach and incentive activities.

#### Action 7 Promote building efficiency through outreach and education

The city can use its “points of contact” with residents to promote and encourage residents and businesses to take action. These include tax mailings, newspaper advertisements, utility distributions, the City website, the reception desk at City Hall, and the building permit desk.

The City will:

- Review and update its communication of energy efficiency and of available incentive programs for residents and businesses
- Provide training and education (where appropriate) to city staff to help them understand the issues and communicate these to residents
- Support appropriate regional initiatives to identify cost-effective improvements to increase energy efficiency of the existing building stock

#### Action 8 Provide incentives for building retrofit action

Cost burdens are often cited as a reason for not taking action on energy efficiency. Providing some form of incentive can help mobilize action. Possibilities include:

- Building permit fee discounts for major renovations that include an energy upgrade (or perhaps simply an energy evaluation)
- Rebates for residents that conduct an energy audit
- Revitalization tax exemptions for energy efficiency (traditionally connected to historic preservation but energy conservation is allowed for an RTE bylaw)

The City will:

- Develop a program of incentive measures for existing buildings. Most likely this will start as a pilot project and may be centred on a building audit incentive program

While typically directed towards owner occupants, these incentives – particularly may be structured to provide an incentive for non-occupant owners (e.g. a tax reduction for the rental stock may be developed).<sup>29</sup>

<sup>28</sup> The City has signaled its support for alternative energy by signing on to the “solar energy ready” provisions of the BC Building Code.

<sup>29</sup> Rental stock can be a challenge to incentivize since the person paying for the upgrade (owner) does not benefit directly from the reduced energy costs or the improvement in living conditions.



## Action 9 Develop a residential energy conservation program to support housing affordability

An area that is traditionally hard to reach with energy conservation incentives is low income residents, and in particular low income renters. Renters in particular are not able to make improvements to structures they don't own, and landlords are sometimes not motivated to make conservation measures if they do not receive the costs savings.

The city does have a strong interest in affordable housing, and there is a segment of aging rental housing. This action would target energy conservation through a small number of easy to install measures (shower heads, water fixtures, etc.) that may be installed by a resident, or by a resident with some assistance. The City may then use its access points (social services, program delivery agents, etc.) to get these installed in resident dwellings. This action may also be connected to water conservation, which is more familiar to municipal governments.

The City will:

- Support awareness of and access to energy conservation programs for low income residents
- Explore opportunities to retrofit units owned and/or operated by non-market housing providers

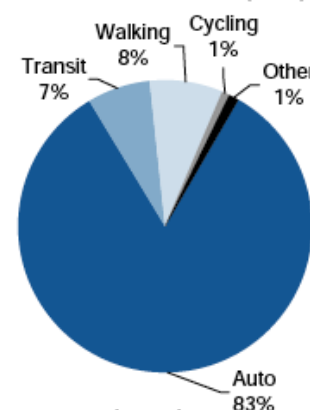
## THEME 2: MOBILITY AND ACCESS

The OCP clearly identifies the need to make significant shifts in the way we get around. By 2041, the City aims to have more than half of all trips in Richmond by non-vehicle modes – walking, cycling and transit. In 2008, that vast majority of trips in Richmond were automobile trips (83%), so shifting to 51% of trips by walking, cycling and transit will require a concerted shift in priorities during land use planning (see Connected Neighbourhoods), infrastructure planning and design, as well as a shift in people's behaviours and attitudes towards using alternative forms of transportation.

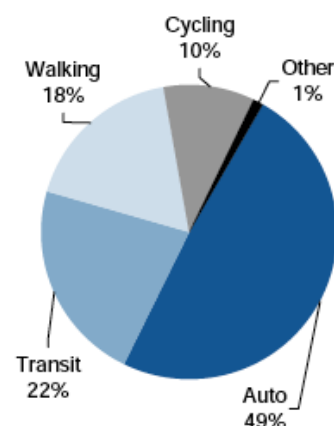
The City recognizes that achieving this significant shift is necessary to reach the community's GHG emission reduction targets, but also necessary to achieve numerous other community objectives, including providing mobility and accessibility options to all residents, maintaining the affordability of getting around, providing safe public spaces, maintaining good air quality, and avoiding costly road expansions to accommodate growing populations.

Prior to updating the OCP, the City undertook a Richmond Transportation Plan, including modeling of the current transportation system and opportunities for reducing reliance on vehicles. This study noted that the current street network does not have capacity problems within Richmond (though some were identified at connection points to other cities), and that with previously identified improvements for the City Centre, no further increases in passenger vehicle capacity are needed to 2041. This provides an opportunity to shift financing priorities towards non-vehicular transportation improvements.

Richmond Mode Share (2008)



Target Richmond Mode Share (2041)



An important element of Richmond's transportation system is to understand where people travel to and from. Based on TransLink's Trip Diary analysis for trips taken in the fall of 2011, a very high percentage of trips that start in Richmond stay in Richmond (67% - the highest of any sub-region in the TransLink's service area). That means people are staying within the city to do many of their errands, go to restaurants, etc. The second most popular destination is Vancouver (16% of trips), which is well supported by the Canada Line. Therefore, a key focus for this plan is how to transition those trips within Richmond away from automobile trips to walking, cycling and transit trips. The weekday trips within Richmond are currently over 80% by automobile, while transit is only used for 5% of trips.

The City's increased commitment to non-vehicular transportation over recent years is demonstrated through several initiatives:

- Transportation Demand Management (TDM) measures are sought through development and have included: electrical outlets for vehicles and bikes, improved transit, pedestrian and cycling infrastructure, provision of car-share parking space and/or vehicle (primarily in proximity to Canada Line stations) and provision of transit passes
- Consolidated existing funding programs to create the Active Transportation Improvement Program in the 2013 budget
- Annual funding for Bike to Work Week (twice per year) and for Streetwise Cycling courses (learn to ride in traffic for adults)
- Planned funding in 2013 for Bike to School (learn to ride for elementary and secondary school students)
- Annual "Island City, by Bike" Tour for the community
- Biennial publication and distribution of cycling and trails map
- Currently designing a new recreation greenway along Railway Avenue (3.7 km trail for pedestrians and cyclists)

#### Strategy 4: Prioritize and Fund Walking, Rolling and Cycling

Supplying safe, direct, high-quality paths to and from homes, work, transit stops and other destinations is essential to reach Richmond's target to get residents, workers and visitors out of their vehicles for half of all trips. Safe routes ensure each mode is separated (i.e. pedestrians are separated from cyclists and vehicles; cyclists are separated from pedestrians and vehicles). Direct paths provide links directly to destinations; as opposed to traditional (vehicle-focused) roadway planning that has created circuitous paths that are a major deterrent to walking for errands and access.

Through the recent OCP update, the City has adopted policies that demonstrate a significant shift in priority towards the redesign of streets to incorporate quality infrastructure and allocation of street capacity to walking, rolling, cycling and transit uses. To realize this, it will be imperative to adopt this shift in priorities into infrastructure planning and design guidelines, and to ensure the City's annual capital budgets also reflect this shift in priorities.

## Action 10 Prioritize walking, rolling and cycling infrastructure

Over several decades Richmond's transportation network has developed with a primary focus on streets for vehicles, and limited focus on other modes of transportation until recently. The City is now facing the challenge of maintaining the current street network, while significantly enhancing the non-vehicle transport network. This will require dedicated investment and integrated planning.

Non-vehicle infrastructure typically improves with dedicated budgets for each separate mode. Richmond has made significant investments in walking, rolling and cycling infrastructure and walkways through a variety of capital improvement programs: Active Transportation, Crosswalk, Neighbourhood Walkways and Pedestrian and Roadway. Additional investment is made through the Parks Division and special transportation projects. As a result, it is difficult to isolate the total funding for the non-vehicle transport network.

There is a correlation between cycling infrastructure funding and cycling mode share observed internationally. For example, it is estimated that dedicated investment of approximately 5 to 10 USD per capita in cycling infrastructure is required to yield a modal share of 5 to 10 percent<sup>30</sup>. Over the long term, the pedestrian and cycling network is less expensive to maintain than the vehicle network and is one of the least expensive elements of changing land use and transportation patterns.

The City will:

- Assess capital budgets to dedicate funds for pedestrian, rolling and cycling infrastructure that is supportive of reaching the community's mode shift targets
- Seek senior government grants to assist with funding larger dedicated pathways for walking, rolling and cycling
- Target to dedicate a minimum of 10% of every roadway budget toward pedestrian safety features<sup>31</sup>
- Prioritize linkages to existing and future planned Neighbourhood Centres and Frequent Transit Network corridors

*Freiburg, Germany (pop 218,000) dedicated \$1.3 million USD annually since 1976 and has 70% local trips made by bike, foot or public transit.*

*Source: Share the Road: Investment in Walking and Cycling Road Infrastructure, UNEP*

<sup>30</sup> Transport, Energy and CO2: Moving towards Sustainability, International Energy Agency IEA, 2009.

<sup>31</sup> The Commission for Global Road Safety recommends that a minimum 10% of total project costs be allocated to safety.

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**Action 11 Continue a “Complete Streets” approach in all new street construction and rehabilitation projects**

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“Complete Streets” refer to streets that are designed to accommodate many different modes, including walking, rolling, cycling, public transit and vehicles. Complete Streets typically incorporate the following design features as appropriate<sup>32</sup>:

- Wider and better sidewalks
- Universal design features (curbcuts and ramps)
- Crosswalks with pedestrian refuge islands
- Bike lanes
- Bus shelters and bus lanes where justified
- Centre left turn lanes
- Lower traffic speeds
- Landscaping

In addition to identifying a sustained, increased level of investment in and prioritization of non-vehicle infrastructure, the City will also need to ensure any new construction meets standards that support these new priorities.

For this action the City will:

- Review subdivision and development control bylaws to ensure designs provide safe, separated pathways for walking and cycling. To fully support non-vehicle mobility, the key will be to provide separated pathways for each mode (walking and cycling) to improve safety and comfort for all users<sup>33</sup>
- Identify opportunities to reduce traffic speeds on urban streets
- Identify schedules of street improvement projects based on the prioritized list of non-vehicle infrastructure needs
- Where street improvements are prioritized to support goods movement, ensure non-vehicle infrastructure is fully integrated into all rehabilitation projects

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<sup>32</sup> “Evaluating Complete Streets The Value of Designing Roads For Diverse Modes, Users and Activities”, T. Litman, Victoria Transport Policy Institute, January 2013.

<sup>33</sup> For guidance on cycling infrastructure refer to the BC Ministry of Transportation and Infrastructure Bicycle Facilities Design, Course Manual, 2011.

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## Strategy 5: Enhance Alternative Transportation Connectivity

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Ensuring residents have direct, safe routes to local shopping, amenities and transit will enable an increase in the number of walking, rolling, cycling and transit trips. This supports the community's goals to provide a transportation system that supports accessibility, safety and health of all its residents and visitors. The OCP identifies existing and future greenways, and neighbourhood links for each area of Richmond (section 3.5), and also identifies a list of criteria to use for prioritizing the identified projects (within 400 m radius of a neighbourhood centre, provides direct access to local destination, etc.).

### Action 12 Improve pedestrian links throughout the city as the top transportation priority

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Walking and rolling are the most accessible, equitable, healthy forms of transportation that can be used by all residents in Richmond. But the City must ensure pathways, sidewalks and other pedestrian links are in place throughout the community.

The City will:

- Identify streets to reduce vehicle speeds, increasing pedestrian safety. Various mechanisms may be employed, including reducing vehicles to one lane each way and converting additional space into separated paths
- Prioritize all links identified within 400 m of Neighbourhood Centres that are on a current or planned Frequent Transit route and incorporate targets into Area Planning and Transit Planning processes
- Prioritize Parks planning and budgets for Greenways to complete citywide links between Neighbourhood Centres in tandem with neighbourhood development sequencing
- Seek out opportunities to improve links in neighbourhoods not being redeveloped and eliminate circuitous pedestrian routes (may require land acquisition where City land is not available)
- Fix sidewalks that limit accessibility for people that are rolling (e.g. reduce bumps at driveways)
- Provide funding to citizen groups that are promoting walking programs
- Consider the creation of car-free zones

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### Action 13 Focus on providing safe school routes

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The City will prioritize pedestrian and cycling connections along school routes. This includes:

- Formalize the improvement of routes to school by funding or coordinating a citywide Safe Routes to School program<sup>34</sup> in conjunction with the School District, and with Parent Advisory Councils at each school
- Working with the health authority to support a campaign for parents that links active transportation with healthier, more alert school children
- Create vehicle-free zones in front of schools and designate vehicle drop-off areas further away to improve safety and improve pedestrian access

### Strategy 6: Facilitate Changes in Transportation Behaviour and Mode Choice

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In addition to providing improved pedestrian, rolling and cycling infrastructure, incentives and disincentives may be required to ensure significant changes in the transportation choices made by Richmond residents. These can broadly be labelled Transportation Demand Management (TDM) measures. To increase the uptake of residents choosing transit, the City can also improve the built environment around transit stops by making it an attractive, comfortable, safe place to be while waiting for transit service. Although TransLink controls transit service routes and levels, however, the transit infrastructure improvements discussed here are within the City's realm.<sup>35</sup>

### Action 14 Implement Transportation Demand Management projects that incentivize non-vehicle mode choice and disincentivize vehicle use

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Municipalities are in the position to undertake a wide variety of TDM projects that support this transition in transportation choices ranging from raising awareness to implementing parking fees and addressing parking supply.

The City will work to implement the following TDM projects:

- Work with TransLink's Travelsmart program to raise awareness about the benefits of non-vehicle travel among residents, employees and employers, and school children
- Reduce parking supply in transit accessible areas. Currently the City currently allows developers to build fewer spaces in exchange for various alternative transportation amenities. However, to apply more direct disincentives for automobiles, the City could consider establishing maximum parking allowances for developments in close proximity to transit facilities

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<sup>34</sup> As an example, HASTe is a local non-profit organization that works with municipalities or other groups taking action on reducing school transportation emissions in BC.

<sup>35</sup> In the context of this report, "transit infrastructure" refers to street-level elements that support a transit system, but not the service itself, as the service is the responsibility of TransLink. The City takes responsibility for transit infrastructure such as: benches, shelters, public art, pedestrian and rolling access, and dedicated bus lanes which all increase the comfort and accessibility of transit and are important elements of a successful transit system.

- Support Translink in coordinating employee discount transit passes across a number of firms in a related location (e.g. a business park) where individual employers are unable to meet the minimum requirement for discounted passes. Encourage companies to fund a “top-up” on the transit pass discount to bring it to 25% (from 15%)
- Continue encouraging car share organizations to locate vehicles in Richmond at key Neighbourhood Centres and throughout the City Centre. Provide dedicated parking spaces for minimal costs and promote car share programs with residents and businesses. Encourage employers to subsidize memberships for employees
- Support regional road pricing policies

#### **Action 15 Reduce supply of unrestricted City-owned parking spaces**

To discourage automobile use where other alternatives are available, the City can reduce the supply of unrestricted parking spaces both on- and off-street. This aligns with the City policy of reducing parking spaces in new developments where alternatives are available. The City will investigate the potential for:

- Implementing parking fees and/or time limits throughout the day in the City Centre
- Over time consider implementing fees and/or time limits in Neighbourhood Centres where stores and amenities can be widely accessed by walking, rolling or cycling

#### **Action 16 Provide infrastructure improvements to support increased transit service**

To get more people riding transit, the City will need to provide improvements to the public spaces where people access and wait for transit, as well as providing dedicated bus lanes and other transit priority measures that support a more frequent service level. TransLink, in consultation with the City and other stakeholders, will define a new Richmond Area Transit Plan within the next year. Once the new plan is determined, the City will:

- Evaluate all current and future planned transit corridors for opportunities to improve the public space to make it attractive for transit users. Incorporate public art, greenery, lighting and other design elements to ensure transit users feel safe and comfortable
- Commit funding to provide bus shelters and/or benches along all Frequent Transit routes
- Implement transit priority measures (dedicated lanes, priority traffic lights, etc.) to support new service levels

#### **Action 17 Improve bike facilities and consider implementing a bike share system**

Facilities dedicated to cyclists are currently in place but can be expanded further over time in Richmond. In addition to separated pathways, cyclists also need bike racks and other convenient and safe storage options at all destinations. Other facilities may include cyclist-controlled traffic lights. The City will:

- Provide ample and secure bicycle parking at all City facilities
- Actively encourage other community amenities to put bicycle infrastructure in place – e.g. schools, clubs, businesses / business associations
- Require cycling amenities with new developments



Convenient access to Canada Line stations and other key FTN exchanges can be enhanced through provision of a public bicycle sharing system. There are over 300 cities around the world using public bike share systems with great success at reducing the use of personal vehicles for short trips, and for extending the reach of transit trips. Cities in Canada with existing systems include Montreal and Ottawa. The City of Vancouver is currently in the process of launching the first privately run and operated public bike share system in BC (target launch is summer 2013), and it is expected that this program will be expanded to Richmond if it is found to be successful.

In coordination with TransLink, the City will:

- Assess the feasibility of launching a public bike share system with a focus on connecting areas of high density and high employment with transit and community amenities. The system can start with a focus on the City Centre area and consider expansion to link Neighbourhood Centres over time

### Strategy 7: Promote Low Carbon Personal Vehicles

There are many areas of Richmond, including single-family oriented neighbourhoods outside the current and potential future Neighbourhood Centres, and those in agricultural areas that are not expected to see any significant change in density over the next 30 years. Provision of a Frequent Transit service in close proximity to these residents is not viable.

Residents in these areas must also find alternatives that significantly reduce the distances they travel by vehicle and/or significantly increase the efficiency of their vehicles. Action can still be defined for these areas to improve the efficiency from vehicles for those trips that are still made

This strategy focuses on encouraging the use of smaller, more efficient and electric vehicles (EVs) that can achieve further reductions in the community's GHG emissions. The City has received funding and is currently installing EV charging stations across the community – 10 stations in 5 civic locations for public and City fleet use. The City also has new developments include EV charging stations as part of rezoning applications.

#### Action 18 Set minimum requirements for EV infrastructure in new developments

The OCP has identified private development EV infrastructure policy aligned with forecasted BC market penetration rates:

- A minimum of 20% parking stalls provided with a suitable receptacle for electric vehicle charging, and
- An additional 25% parking stalls pre-ducted for future wiring.

Detailed implementation will be done in consultation with stakeholders to address challenges associated with mixed use and/or strata developments. Investigate the provision of publicly accessible charging infrastructure proximate to the development in lieu of private EV infrastructure.

The City will also consider whether service stations should also support EV uptake by requiring new stations to include EV charging infrastructure.

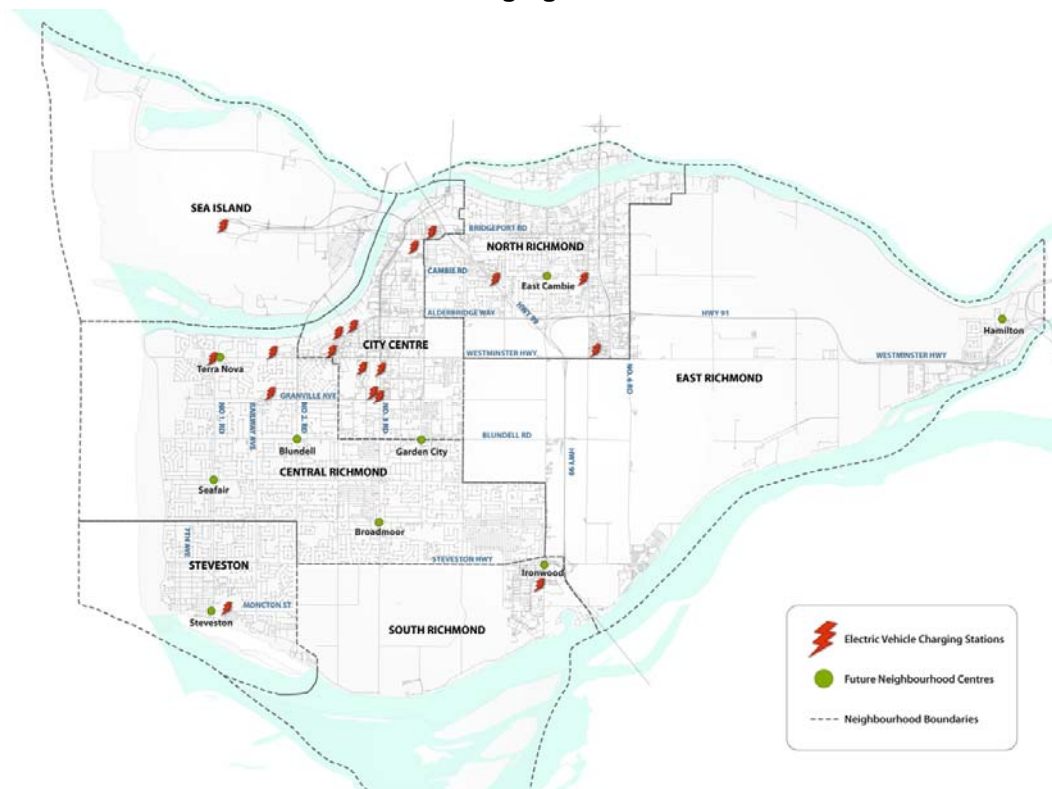


### Action 19 Continue expanding the City-owned network of EV charging stations

The existing EV charging network is largely focused in the City Centre (Figure 22), however, provision of this infrastructure in Neighbourhood Centres and at community facilities throughout the city is needed. The City will:

- Continue to install EV charging stations at key locations across the city
- Consider providing premium parking in the City Centre to electric or small (e.g. smart car) vehicles

**Figure 22. Location of Electric Vehicle charging stations in Richmond**



## THEME 3: RESILIENT ECONOMY

From an energy and carbon perspective, the economy sector refers to light industrial and commercial buildings and commercial vehicles and goods movement. Commercial buildings consume 36 % of the energy in the community and produce 21% of the GHG emissions. Commercial vehicles use 8% of the energy and produce 12% of the GHG emissions.

Municipalities interact with their commercial businesses through new development projects, property tax and business licensing issues, the Chamber of Commerce, and potentially for occasional bylaw enforcement issues. The City has an Economic Development office, whose role is to encourage and facilitate economic expansion within the City of Richmond. It acts as a catalyst to bring together people, ideas and capital, ultimately leading to economic development and diversification.

### Strategy 8: Encourage Energy Efficient Businesses

The City can encourage a greater awareness of energy efficiency and GHG reduction in the local business community. In many ways the City is already doing activities of this nature - e.g. supporting businesses to receive training from the Climate Smart Initiative. This role is generally one of facilitation, information sharing, and encouragement. Specifically the economic development office does not play a regulatory role. As a result, actions directed towards a more energy efficient economy will be supportive in nature and likely aided by partners in the community.

#### Action 20 Promote energy efficient business operations

In this action the City through its economic development activities will work to promote energy efficiency – through incentives or planning activities (e.g. eco-industrial networks) to engage and enable the business community to use energy more wisely and therefore reduce operating costs and increase business resiliency.

The City will:

- Increase engagement with businesses with respect to energy efficiency through support of established programs (e.g. ClimateSmart, LiveSmart, utility conservation programs)
- Encourage creation of green jobs during local economic development planning
- Create liaison groups for Building Energy Managers and Fleet Managers to increase opportunities for capacity building and knowledge sharing across organizations with these roles (e.g. YVR, School District, Kwantlen)
- Continue to improve the City's corporate sustainability practices, including updating the corporate sustainable procurement policy
- Raise awareness amongst the business community of the City's sustainability initiatives

## THEME 4: SUSTAINABLE INFRASTRUCTURE AND RESOURCES

This section describes strategies to address the energy and carbon aspects of sustainable infrastructure and resources. The city is the owner and operators of a vast network of infrastructure – roads, sewers, drainage pumping and sewage lift stations.

The City of Richmond became an energy utility operator with the establishment of the Alexandra District Energy Utility in July 2012. The OCP directs that the City will specifically look to utilize local energy sources as a way to be more resilient and self-sufficient in energy.

Waste is also recognized more as a resource than as a disposal product. The City is aligned with Metro Vancouver's waste strategy to increase diversion from disposal to 70%.

### Strategy 9: Continue Advancement of Neighbourhood District Energy Systems

The City has been experiencing significant population growth with the associated demand for new housing, additional infrastructure and amenities. It is anticipated that the population in Richmond City Centre will grow from approximately 50,000 today to 100,000 by 2040 and to 120,000 by 2100. A thermal energy demand map, developed by City staff identified this growth as a great opportunity for development of neighbourhood district energy systems.

Sustainable energy systems such as district energy provide a number of benefits for the community including environmental performance, local energy security, improved energy efficiency, fuel flexibility, and economic benefits to community. They also provide new employment opportunities during the construction and operation.

The City has shown leadership in pursuing district energy opportunities – completing a number of pre-feasibility studies, developing Richmond's first DE system utilizing ground source heat pump technology in West Cambie area, implementing Alexandra District Energy Utility service area bylaw, developing thermal energy demand map for the City Centre area, procuring detailed feasibility study for the River Green Development, defining a policy for new developments in the City Centre to be DEU-ready

#### Action 21 Reserve district energy rights of ways in new developments and road reconstruction

During development reviews, City staff work with proponents and developers to ensure that suitable right of ways are preserved in the roads to allow for future district energy services – but these are not codified or reserved from future use.

In this action the City will:

- Identify DE building connection standards for access across properties
- Determine a mechanism to formalize the right-of-ways being reserved for future DE services
- Encourage private DE development where appropriate

#### Action 22 Develop a City Centre DE Right of Way Master Plan

Develop a long term plan to maintain the future capability for District energy systems, by developing a plan for and preserving within the City Centre area suitable rights of ways and space under the streets for District Energy piping and other infrastructure.

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**Action 23 Explore opportunities to connect existing buildings to DE system**

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Almost 2/3 of the current energy use in the City, and over 40% of the GHG emissions are due to the existing building stock. Connecting the new buildings to district energy system provides an opportunity to improve the sustainability of new buildings; however the majority of the structures standing today will still be in place in 2041. Majority of these existing buildings use gas fired make-up-air units (MUA) for common space conditioning and gas fired boilers for domestic hot water heating.

The City will:

- Conduct a screening level analysis to identify multi-unit residential buildings located close to high density development to connect to district energy systems

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**Action 24 Explore options for electricity generation from utility scale renewable sources**

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There are potential energy sources that may be explored. These would need to address site-specific issues of the geography, location, and available energy sources in Richmond. The City has already explored heat capture from the Lulu Island wastewater treatment plant. Other examples might include waste heat capture from industrial facilities that may generate electricity if properly deployed.<sup>36</sup>

The City will:

- Conduct a screening level analysis – in partnership with BC Hydro – to identify possibilities for renewable electricity generation within the City

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**Action 25 Integrate energy infrastructure into community planning**

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Utilities – including BC Hydro have traditionally executed their infrastructure planning independently of municipal infrastructure. Interactions would typically be for permits and rights of way reviews. More recently there is an interest for infrastructure and utility planning to be better coordinated – and this may be specifically valuable in Richmond where the scale of new electricity demand is requiring BC Hydro to plan for upgrades to their infrastructure.

The City will:

- Work more proactively with BC Hydro and other utilities to coordinate civil engineering work with energy utility work

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<sup>36</sup> Each community has different opportunities for renewable energy. Specific factors in Richmond energy source may

## Strategy 10: Utilize Local Energy Sources

Most community energy systems (vehicles, electricity, natural gas, etc.) bring energy from far away and deliver it to a community. This system has in the past been very successful, and as a result cities are intensive energy consumers, but not effective at energy generation. As new sources of energy become more expensive, or their reliability more uncertain, it is valuable to look again for energy sources within the community.

Local energy sources can be developed to provide a portion of the community's energy supply. This can have many benefits – most notable are the potential to defer major infrastructure upgrades, and to have a more resilient and varied energy supply system. There may also be potential to create jobs in the community through the development of energy sources.

### Action 26 Promote building scale renewable energy

Innovative technologies can be applied at the building scale to reduce conventional energy consumption. At present the most common application is rooftop solar panels to provide water heat.<sup>37</sup> Other applications may include photo-voltaic (PV) systems for electricity, small wind generation systems, and a range of innovative heat pump applications.

Barriers to implementation of new technologies include cost, lack of proven examples or certification, uncertainty with permitting, unfamiliarity to approving officers and industry, and concerns over system impacts such as noise, reliability, servicing, etc.

To improve the uptake of these technologies, the City will:

- Explicitly define considerations for renewable energy technologies (rooftop solar, small scale wind, heat pump locations and operation) when developing or updating neighbourhood plans and development permit area guidelines<sup>38</sup>
- Invest in training and education of City staff regarding new innovative energy technologies
- Perform community level study for the effectiveness of the solar thermal systems for single family dwellings
- Actively promote the use of solar thermal heating in new dwelling construction
- Explore requiring or incentivizing renewable technologies including solar air heating and ventilation (solar walls)

<sup>37</sup> Richmond has signed-on to the solar ready building code amendment which requires that new detached dwellings provide suitable rooftop, conduit, and utility room space for the future installation of solar hot water systems.

<sup>38</sup> For example, the corporation of Delta has developed a rooftop thermal energy bylaw that states that the height of roof top solar panels is not included in the building height calculation.

## **Strategy 11: Maximize Use of Waste**

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The City has set aggressive diversion targets as part of the regional Integrated Solid Waste and Resource Management Plan (ISWRMP) and Integrated Liquid Waste and Resource Management Plan (ILWRMP). Waste diversion can create energy recovery opportunities (e.g. through biogas creation from separated organics).

### **Action 27 Continue to implement the Integrated Solid Waste and Resource Management Plan**

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The OCP commitment and the ISWRMP have set enthusiastic targets for waste diversion and the City is proactive in this area.

The City will:

- Continue to implement waste diversion activities in support of a 70% diversion target
- Encourage waste to be used as a resource

### **Action 28 Continue to implement the Integrated Liquid Waste and Resource Management Plan**

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The ILWRMP has a goal to use liquid waste as a resource and the City is proactive in this area.

The City will:

- Seek opportunities to recover heat from sewerage
- Encourage the capture and use of biogas generated in the treatment process

## THEME 5: CLIMATE CHANGE LEADERSHIP

The OCP defines climate action as an important consideration for the City in its planning and development. Part of that response will be to demonstrate that the City is committed to action, and will support all sectors of the community.

Although these strategies do not directly achieve community reductions, they are foundational and are part of a consolidated approach to building support for energy conservation and efficiency.

### Strategy 12: Encourage Sustained Action by Senior Levels of Government

#### Action 29 Continue to advocate for support from senior levels of government

The Federal and Provincial governments have a crucial role to play to reduce GHG emissions – through their roles as regulators (e.g. setting vehicle fuel efficiency standards, building code requirements, equipment efficiency standards), and as funders (through incentive measures, grant programs, and tax policy).

For this action the City will:

- Advocate for more aggressive action by Federal and Provincial agencies, independently and through the Union of BC Municipalities (UBCM), and the Federation of Canadian Municipalities (FCM).
- Support the achievement of GHG reduction targets at the Federal and Provincial level.

### Strategy 13: “Lead by example” with City Operations Energy Management

Richmond has been a leader in “walking the talk” of conservation in its own operations. Several years ago it first established fleet management initiatives directed specifically to energy conservation and was among the first municipalities to define a policy for green building requirements in municipal facilities.<sup>39</sup> It has a dedicated staff role as an operations energy manager. As well it has signed the BC Climate Action Charter and reports annually on its operations and carbon footprint.

Pursuing the council approved energy and GHG reduction targets will mean that the City is going to ask its residents and businesses to take action. To be perceived as credible, the City will need to demonstrate that it has made a similar commitment to what it is asking residents and businesses to make.

#### Action 30 Develop long-term funding for climate activities in the city

Energy and emissions management are new areas that are largely unfunded, or are funded for short term, or project based activities through grants and partnerships. Recognizing that these issues are new, they will require incremental funding beyond existing resources. This funding will require a combination of staff time, and disbursements. Possible sources of this funding are general revenues, and the Carbon tax rebate (CARIP grant), which some communities have dedicated to be used to fund sustainability initiatives. Note, however, that grant funding is only certain on a year-to-year basis.

<sup>39</sup> Using the green building standards Leadership in Energy and Environmental Design (LEED™), the City established a policy that all municipal buildings be designed in accordance with LEED™

The City will:

- Secure long term budget funding for community climate change action.<sup>40</sup>

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#### Action 31 **Integrate climate change into other municipal activities**

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Taking action cannot be seen as an isolated activity. Rather it needs to align well with other initiatives. The 2041 OCP document includes many initiatives that have multiple community benefits, one of which is energy efficiency. Those benefits may not be explicitly identified as being climate driven.

The City will:

- Include considerations for energy conservation in other planning and infrastructure activities
- Continue developing the Sustainability Framework and expanding to other municipal activity areas.
- Continue its efforts to reduce energy use and carbon emissions in its building, fleet, and infrastructure operations.

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#### Action 32 **Provide incentives to encourage alternative transportation use by staff**

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Promoting alternative transportation with staff is a highly visible way to demonstrate leadership to the community. Opportunities to take action include fostering car-pooling, providing facilities at municipal facilities for staff to use alternative transportation, and providing incentives for transit. Many staff already use alternative transportation or transit for their commute.

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<sup>40</sup> In 2012 the city received Climate Action Revenue Incentive Program (CARIP) grant of \$232,000. This is essentially a reimbursement of the carbon tax paid by the City. Richmond dedicates these funds to the Carbon Provisional Account. The purpose of the fund is to reduce corporate emissions, support community-based GHG reduction action and protect the City from financial exposure should purchase of external offsets be required.



The City will:

- Review its major workplaces facilities for any gaps in provision of cycling, walking or transit opportunities.
- Consider providing top-up incentives (e.g. perhaps a matching 15% or something similar) to encourage employees to join the program.<sup>41</sup>

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#### Action 33 Define a climate change portfolio / staff person

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Experiences throughout the province have shown that without defined roles and responsibilities to specific staff, climate action is slow to start and the results are rarely fully realized.

The City will:

- Create clearly defined roles and responsibilities for the implementation of specific activities among existing departments (where appropriate) and provide job responsibilities for proper administration of this initiative.<sup>42</sup>

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### Strategy 14: Engage the Community on Climate Action

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The OCP encourages the City to be an active player in moving forward resident and business action on energy conservation.

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#### Action 34 Develop an outreach program to residents and businesses on climate action

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Motivating and enabling residents and businesses to take their own action have been identified as key areas where the City can take action. The City is a contact point between residents, businesses and government in so many areas – utilities, services, development, recreation, culture, and more – that it is a natural place for the City to play a role.

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<sup>41</sup> TransLink offers a program whereby employers can arrange for their staff to receive a discount (typically 15%) on monthly bus pass purchases. This is a voluntary program but has some restrictions – including that employees must sign up for a year at a time for the program. The one-year sign-up has been seen as a barrier to join the program as the 15% discount is neutralized by unused transit days (vacation, other modes of commuting).

<sup>42</sup> See Chapter 7, for a description of the expected implementation requirements.

Opportunities for the City to take action include:

- Promoting existing senior government incentives for homeowners and business owners
- Dedicating City webpage space to helping homeowners and businesses learn about energy conservation
- Using City “contact points” more aggressively to promote energy efficiency – e.g. the building permit desk, etc.
- Supporting NGO events related to climate change and energy through use of City land and facilities
- Developing a small grant program (possible via Grants in Aid, or using the Climate Provisional Account)

# 7 Beyond the Plan: “Breakthrough” Actions

It is acknowledged that the plan-defined actions are not likely to be sufficient to achieve the desired GHG reductions. This is not a unique situation; in fact, few if any communities have defined and committed to implement the types and strength of actions that would be required to meet reductions in the range of 80% in 40 years. If it were easy, we would already be done!

The future though is wildly uncertain, and 40 years is a sufficient time for many unpredictable things to occur: oil prices could spike, new technologies could make new buildings highly efficient and rising costs for electricity of other fuels could inspire a level of conservation that we can’t anticipate at the present.

This section explores the potential impact of three major breakthroughs and uses the wedge presentation format to highlight the magnitude of impact of these measures.

These are presented to help us appreciate the impact of these large game changers. Rather than work to discern whether some or all or many or most residents would take an action these are presented as “What if we all did this?” statements.

Three “big breakthroughs” are selected:

- **Complete conversion of passenger vehicles to electric:** the electric car has reached commercialized status. At present the cost and charging infrastructure make it a niche product. At the same time, global oil forecasts vary widely from a future of shortage, to one of new found cheap oil. However, those supplies could be vulnerable, or volatile, or perhaps a future with a price on carbon makes them expensive. For this breakthrough, some combination of price changes and broader acceptance of electric vehicles results in near complete conversion of the passenger vehicles fleet to electric cars by 2041.<sup>43</sup>
- **Carbon Zero Buildings:** Architectural and engineering visioning has placed the idea of a net zero (energy) building as the norm. The new CIRS building at UBC is designed to be a net generator of energy. Even within the more modest realm of the building code, the continual updating of the ASHRAE 90.1 energy performance standard is driving more and more efficient building design and operation with a targets for dramatic improvements in energy performance over the coming 20 years. For this “big breakthrough” we have assumed that by 2025 all new buildings are “net zero” carbon emitters.<sup>44</sup>

<sup>43</sup> The average age of a vehicle in the lower mainland is about 10 years. Achieving this break through does not mean that everyone must buy an electric car for their next purchase, rather that by the time they buy their third vehicle, it is an electric one.

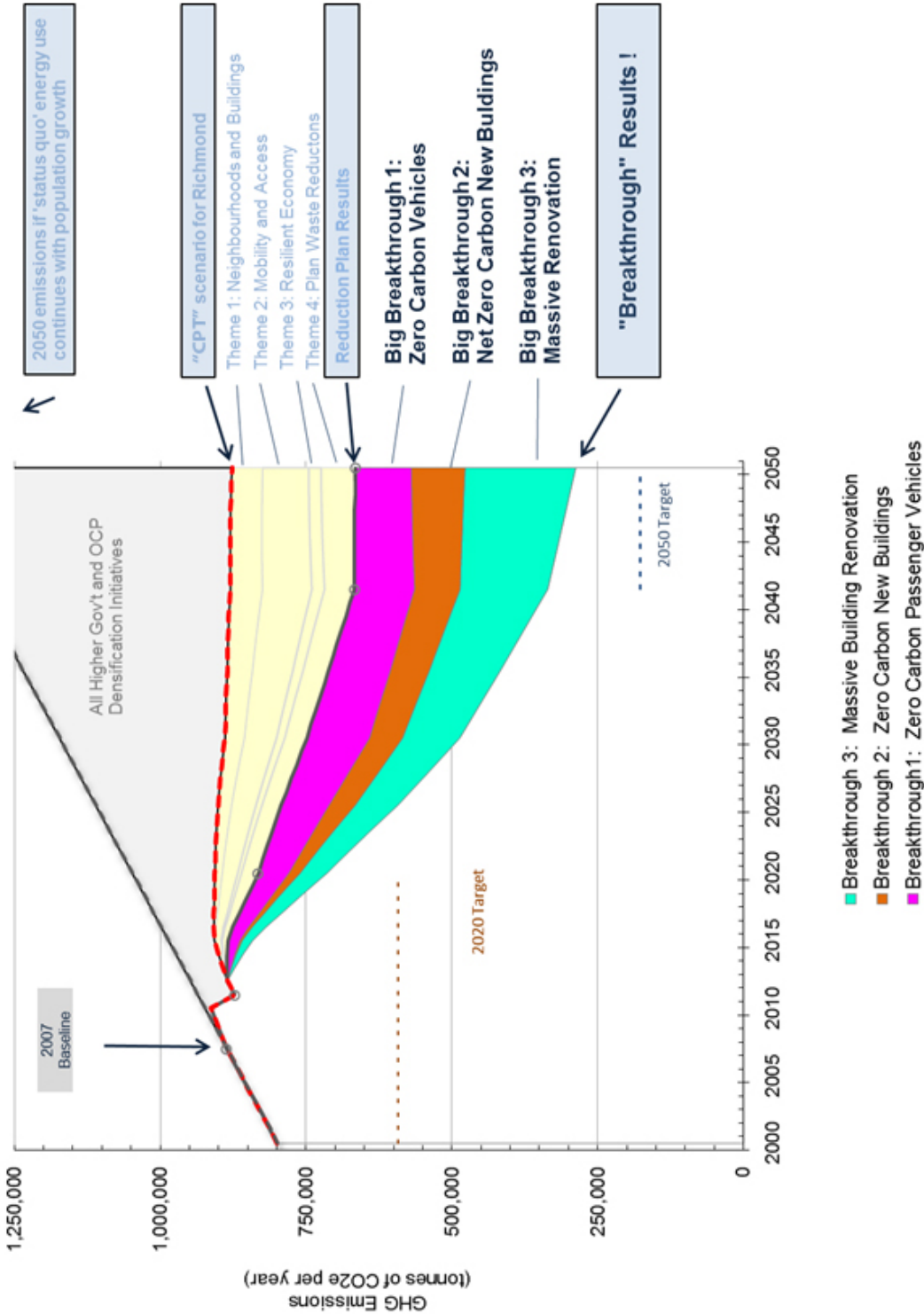
<sup>44</sup> Net zero implies that while they may consume some carbon fuel at some times, they also export energy to displace a similar amount of carbon fuel elsewhere.

- **Massive building stock renovation:** The energy elephant in the room in many communities is the stock of existing buildings. While new dwellings are built by the hundreds each year, and each one becoming more efficient than the last as the building code evolves, there are thousands of existing buildings in the community. These are unaffected generally by municipal activity, and are only affected by the owners, at their discretion. However, energy price swings, owner awareness, demographic turnover of housing stock etc. could drive a desire for residents to retrofit and upgrade the energy efficiency of their homes and businesses. For the big breakthrough it is assumed that by 2050 all existing buildings have had a major renovation that dramatically reduces their external energy needs and carbon emissions. Many of these buildings obtain a portion of their energy from on-site renewables and have deployed low carbon energy sources.

The results of these “Big Breakthroughs” are shown Figure 23. From this it is evident that more dramatic reductions are possible. To occur there will be a number of drivers beyond the municipal actions in this plan.

The wedge also shows us that no one action will be a silver bullet. To make large scale reductions will require action on each activity.

Figure 23. Carbon Wedge Results of the “Big Breakthrough” Actions



# 8 Implementation

## 8.1 Governance and Management

Preparation of the plan required staff resources from Sustainability and District Energy. It also required smaller allocations of time from departmental representatives participating in a staff working group to review drafts of the plan. The BC Hydro Sustainable Communities Program contributed to City funding for external expertise.

The plan presents a set of strategies and actions that will assist the City in taking steps to achieve its long-term energy vision and emission reduction targets.

## 8.2 5-Year Action-Level Implementation

Effective implementation of this plan requires some level of dedicated resources to ensure that actions are implemented and coordinated among departments and that progress is tracked. Sustainability and District Energy will be primarily responsible for the overall plan implementation with individual actions the responsibility of the relevant departments as deemed appropriate by their respective Directors. Additionally, some actions may require new resources not currently allocated in the City budget. As a starting point in understanding the level of resources that may be needed to create a Community Energy and Emissions Program, each action was assessed for its potential resource needs and costs.

The required staff, disbursements and capital costs are identified for resource planning purposes. Although much of the implementation requirements will rely on existing resources, there may be elements of the implementation plan that cannot be covered without additional resources or expertise. Similar to the preparation of the plan, the City will seek external funding as available.

The following table provides an action-level estimation with high-level costing estimate to implement the plan. As well, it identifies a number of considerations and co-benefits of the plan activity including:

- Approximate start year for implementing each action (between 2013 and 2018)
- Lead department – there may be a need to coordinate across departments, however this identifies the likely department to coordinate and lead the action
- Scale of City resources that may be needed to implement each action – considers potential additional staff resources that go beyond the existing staff roles, also provides very broad estimates for potential disbursements for studies, and notes where potential additional capital costs may be necessary
- Qualitative assessment of the potential cost to the community of the action – considers whether implementation of the action will result in reduced, neutral, or increased costs for affected parties. Note, this does not consider changes in municipal taxes – as these can be represented in the cost to the City.

At the same time as taking action to mitigate climate change and improve energy efficiency, the City is also undertaking numerous other activities to obtain other key community goals and objectives (e.g. increasing supply of affordable housing, protecting natural areas, creating vibrant arts, heritage and cultural communities, preserving clean air, etc.). Although these are not directly listed as the vision or key objectives of the Community Energy and Emissions Plan, it is important to recognize how the actions identified may have a positive or negative impact on these community objectives. The last seven columns of the table present areas where the CEEP actions may provide co-benefits or positive impacts. The seven criteria were selected based on the City's Sustainability Framework and other priority areas identified during discussions with staff:

- Inclusive, Safe, Accessible Communities
- Vibrant Communities
- Sustainable Business
- Natural Environment
- Affordable Living
- Clean Air
- Resilient Infrastructure

**Table 7. Action Level Implementation Guide**

Resources and costs are rough estimates based on the findings of other municipalities completing CEEPs in the Lower Mainland. These may vary for the City of Richmond and require further review. The required staff, disbursements and/or capital costs are identified for resource planning purposes and it is anticipated that much of the implementation requirements will utilize existing resources.

Strategy / Action	Estimated year to start implementation	Lead department	Resource planning (estimated staff, disbursements and/or capital costs)	Cost to community (reduce, neutral, increase)	Sustainability framework goals and co-benefits																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
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Strategy 3: Improve the Performance of Existing Building Stock									
7	Promote building efficiency through outreach and education	2013	Sustainability (Engineering & Public Works)	0.25 PY for 3 years	neutral				X
8	Provide incentives for building retrofit action	2015	Sustainability (Engineering & Public Works)	0.5 PY for 2 years; 10k\$ disbursement marketing materials; pilot \$300k\$ incentives (\$300 x 1,000)	neutral		X		X
9	Develop a residential energy conservation program to support housing affordability	2014	Sustainability (Engineering & Public Works) AND Community Social Development (Community Services)	0.25 PY for 2 years	decrease energy costs for participants		X		X
Theme 2: Mobility and Access									
Strategy 4: Prioritize and Fund Walking, Rolling, Cycling Infrastructure									
10	Prioritize walking, rolling and cycling infrastructure	2014	Transportation (Planning & Development) AND Parks (Community Services)	capital budget shift or increase estimated at \$1M per yr	neutral; may reduce travel costs	X	X		X
11	Continue "Complete Streets" for street construction and rehabilitation projects	2014	Transportation (Planning & Development)	existing staff	neutral; may reduce travel costs	X	X		X
Strategy 5: Enhance Alternative Transportation Connectivity									
12	Improve pedestrian links throughout the city as the top transportation priority	2013	Transportation (Planning & Development) AND Parks (Community Services)	existing staff; capital budget (Action 10)	neutral; may reduce travel costs	X	X	X	X
13	Focus on providing safe school routes	2014	Transportation (Planning & Development)	0.5 PY for 3 years (share with TDM coordinator)	neutral; may reduce travel costs	X	X		X

Strategy 6: Facilitate Changes in Transportation Behaviour and Mode Choice									
14	Implement TDM projects that incentivize non-vehicle mode choice and disincentive vehicle use	2014	Transportation (Planning & Development)	0.5 PY for 3 years (share with safe school routes)	reduce costs for alternatives; increase vehicle costs				
15	Reduce supply of unrestricted City-owned parking spaces	2018	Transportation (Planning & Development) AND Parks (Community Services)	existing staff	increase parking costs			X	
16	Provide infrastructure improvements to support increased transit service	2016 to align with service	Transportation (Planning & Development)	capital budget shift or increase estimated at 200k\$ per year	reduce travel costs	X		X	X
17	Improve bike facilities and consider implementing a bike share system	2015	Transportation (Planning & Development)	capital budget shift or increase (Action 10)	neutral; may reduce travel costs	X	X	X	X
Strategy 7: Promote Low Carbon Personal Vehicles									
18	Set minimum requirements for EV charging stations in new developments	2013	Transportation (Planning & Development)	existing resources	neutral				X
19	Continue expanding the City-owned network of EV charging stations	2015	Engineering & Public Works	estimated 5\$ per station x 20 stations	neutral				X
Theme 3: Resilient Economy									
Strategy 8: Encourage Energy Efficient Businesses									
20	Promote energy efficient business operations	2015	Sustainability (Engineering & Public Works)	0.3 PY for 2 years; 20k\$ disbursement for study	reduce business operating costs		X		X

Theme 4: Sustainable Infrastructure and Resources									
Strategy 9: Continue Advancement of Neighbourhood District Energy Systems									
21	Reserve district energy rights of ways in new developments and road construction	2013	Engineering (Engineering & Public Works)	0.5 PY for 6 months to define standards and mechanism	neutral				
22	Develop a City Centre DE Right of Way Master Plan	2015	District Energy (Engineering & Public Works)	0.5 PY for 6 months; 80k\$ disbursement for study	neutral				X
23	Explore opportunities to connect existing buildings to DE system	2015	District Energy (Engineering & Public Works)	0.3 PY for 6 months; 50k\$ disbursement for study	neutral				X
24	Explore options for electricity generation from utility scale renewable sources	2015	District Energy (Engineering & Public Works)	0.3 PY for 6 months; 50k\$ disbursement for study	neutral				X
25	Integrate energy infrastructure into community planning	2013	District Energy & Engineering (Engineering & Public Works)	existing staff	neutral				X
Strategy 10: Utilize Local Energy Sources									
26	Promote building scale renewable energy	2015	Sustainability (Engineering & Public Works)	0.3 PY for 2 years; 50k\$ for study	neutral		X		X
Strategy 11: Maximize Use of Waste									
27	Continue to support the ISWRMP	2013	Engineering (Engineering & Public Works)	existing staff	neutral			X	X
28	Continue to support the ILWRMP	2013	Engineering (Engineering & Public Works)	existing staff	neutral			X	X



## 8.3 Monitoring Framework

As described earlier in section 5, the base of the plan pyramid represents the numerous activities involved in implementation and tracking the progress of that implementation. A monitoring framework provides a list of items to track that will help re-assess the effectiveness of the plan over time. The framework should assist with answering:

1. Direct progress towards the vision and targets:
  - Primary indicators include progress made towards community energy use and GHG reduction targets
2. Progress on other indicators that provide indirect measures of energy and GHG impacts:
  - Secondary indicators include progress made towards related targets (e.g. change in mode split) that are linked to achieving the overall targets
3. Progress on plan implementation:
  - Implementation includes the number of actions completed, progressing and unstated

### 8.3.1 Primary Indicators: CEEI Reports

In BC, the provincial Climate Action Secretariat (Ministry of Environment) has undertaken efforts to quantify these primary indicators for every municipality on a biannual basis through the Community Energy and Emissions Inventory initiative. The City can continue to monitor these reports, understanding that they are likely useful to demonstrate general trends across numerous years, but are not refined enough to provide a precise measure of progress towards GHG targets. Indicators include:

- Total GHG emissions from community sources (tonnes CO<sub>2</sub>e)
- Total GHG emissions from buildings (tonnes CO<sub>2</sub>e)
- Total GHG emissions from transportation (tonnes CO<sub>2</sub>e)
- Total GHG emission from waste (tonnes CO<sub>2</sub>e)
- Total energy consumption (GJ)
- Total electricity consumption (kWh)

### 8.3.2 Secondary Indicators

Secondary indicators provide an additional method of understanding whether progress is being made towards the overall targets, and are particularly useful when the overall targets are challenging to measure with much certainty. They also provide clarity on whether identified strategies and actions are resulting in the desired outcomes. Possible tracking indicators include:

#### Neighbourhoods:

- Percent of new dwellings located within 400m of a frequent transit route, or 800m of a Canada Line station
- Percent of population living within 400m of a frequent transit route, or 800m of a Canada Line station
- Percent of population within walking distance of a grocery store and park

#### Buildings:

- Percent of new buildings exceeding energy performance standards in the current building code
- Percent of existing buildings renovated to high energy performance standards

#### Mobility and Access:

- Mode split for all trips (walking/rolling, cycling, transit, vehicle) \*
- Percent of completed pedestrian links within 400m of current or planned Frequent Transit route \*\*
- Percent of completed cycling links identified in the OCP
- Percent bus stops on frequent transit routes with shelters; Percent with benches

#### Resilient Economy:

- Percent of employees working within 400m of a frequent transit route, or 800m of a Canada Line station [may be challenging to track], alternatively:
- Mode split of commuters travelling to Richmond for work

#### Sustainable Infrastructure and Resources:

- Number of building scale renewable energy systems installed
- Percent of road construction projects with reserved DE right of ways (in areas identified for future DE)
- Number of new buildings connected to DE systems utilizing or with planned phases to utilize low-carbon energy sources
- Number of existing buildings connected to DE system utilizing or with planned phases to utilize low-carbon energy sources
- Percent of waste diversion\*

Climate Change Leadership:

- Total GHG emissions from City facilities (tonnes CO<sub>2</sub>e)
- Mode split for staff commute trips to work

*\* Richmond target exists already for these indicators.*

*\*\* This plan has identified the need to conduct analysis and set specific targets for these secondary indicators.*

### 8.3.3 Plan Implementation Indicators

The following indicators are suggested as mechanisms for tracking the overall progress of implementing the action plan:

- Number of actions underway
- Number of actions completed

Actions that are primarily outreach or incentive-based may benefit from understanding the level of uptake in the community, for example:

- Action 8: Number of energy audits completed (incentives distributed)
- Action 9: Number of residential energy conservation kits distributed
- Action 13: Number of schools participating in the safe routes to school program
- Action 14: Number of employers providing incentives for employee transit passes
- Action 26: Number of City staff completed building scale renewable energy awareness training program (in building permit department)
- Action 32: Number of City staff using the transit incentive program
- Action 34: Number of residents and businesses participating in the outreach program

## 9 Conclusion

Action is required to respond to the changing climate. There is consensus among scientists that carbon emissions are affecting the climate and must be reduced. There is also an evolving public opinion that governments have a responsibility to act.

Energy consumption and GHG emissions have traditionally been closely tied to population growth. Over the next 30 years, Richmond is expected to grow by 80,000 people. Managing that growth while reducing carbon emissions is a challenge for all communities. In order to achieve a more sustainable future, communities will have to both conserve energy and to develop new energy sources that do not create more carbon emissions.

The availability of new energy efficient technologies, combined with stronger senior government regulations for efficiency in vehicle standards and building code standards will help Richmond reduce overall GHG emissions. But action from senior governments alone will not be enough and finding substantial reductions will require actions by all players in the economy.

The City has already taken steps to set the community on a more sustainable path through compact, mixed-use development and improved options for getting around without a vehicle. This plan defines further strategies and actions the City can take to realize more substantial reductions in GHG emissions from the community.

Residents and businesses in the community will also need to make choices that support the community's energy vision, identified through Phase 1 of the CEEP:

*“an energy-wise and low-carbon society that enables a robust local economy, a healthy environment, and a safe, equitable, diverse and resilient community.”*

The actions defined in this plan represent an enthusiastic effort by the City. Implementing these will require determined effort and will make substantial reductions in the City's carbon footprint. However, these actions alone will not fully meet the targets defined in the OCP. This challenge is not cause for inaction however, as all parts of society must contribute to finding solutions to climate change.

To reach the defined targets larger actions will be required. The magnitude of the reductions required will require major breakthroughs in how we develop our communities – though no substantive technology breakthroughs are required (i.e. these breakthroughs can be achieved with current technologies but will require efforts larger than the City alone can implement). Given the long-term time frame (40 years) for the plan's vision, it is not unthinkable that these may well come to pass.



## Appendix A: Calculation Methodology

### A.1: GHG reduction “Wedge”

The data inputs for E2 include freely available data. Minimizing specialized data sets is a feature of the tool. Key data requirements for the base model predictions include:

- Statistics Canada population and housing data,
- Community Energy and Emissions Inventory (CEEI) or equivalent community-scale energy and emissions inventory data
- Estimates from staff, or other sources of the possible population growth.

The tool accounts for both the impacts of population growth and other initiatives by higher levels of government. Population growth results in increased energy consumption and GHG emissions. Provincial and Federal initiatives accounted for include increased fuel efficiency standards for passenger and commercial vehicles, and proposed building code and equipment improvements.

### A.2: Energy and GHG reductions from Actions

Reductions from the implementation of a measure are defined by the savings for each person (or dwelling) implementing the measure, multiplied by the uptake of the measure. For example:

- Reduction potential: If a new commercial building meets the Leadership in Energy and Environmental Design (LEED) Gold standard, it is expected that the building will consume approximately 30% less energy than a new commercial building that meets current building code.
- Level of uptake: If the local government provides a financial incentive to encourage commercial developers to meet the standard it may be estimated that modest level of uptake might occur. Defining the uptake is a subjective activity though it is usually informed by the strength of the measure that the community wishes to deploy (e.g. information/outreach, non-financial incentive, financial incentive, and regulation). For example, an outreach campaign may result in a small portion of the population (e.g. <1% to 10%) adopting a particular action or behaviour, whereas providing a financial incentive may result in a larger uptake rate. Regulation has the greatest uptake, though it is not always permitted as a tool.

### **A.3: Population and Housing Allocation**

The current location of population and housing is available from the Statistics Canada 2011 Census at the Dissemination Area (DA) level. The current dwelling densities (dwellings per hectare) by DA are shown in the figure below.

The projections developed by Urban Futures for the City as a background to the 2041 OCP update helped identify where new population, housing and employment will be located. These projections were done at the planning area scale. For this analysis, these were further refined spatially by allocating the dwellings in Neighbourhood Centres and along the Future Transit Network that is outlined in the OCP. This scenario provides one potential growth scenario based on the available information prior to completion. The 2041 dwelling density figure demonstrates the results of this allocation – clear density increases in the City Centre in residential areas, increases in density near Neighbourhood Centres, and along the frequent transit network.

Figure A-1: Dwelling Unit Density 2011

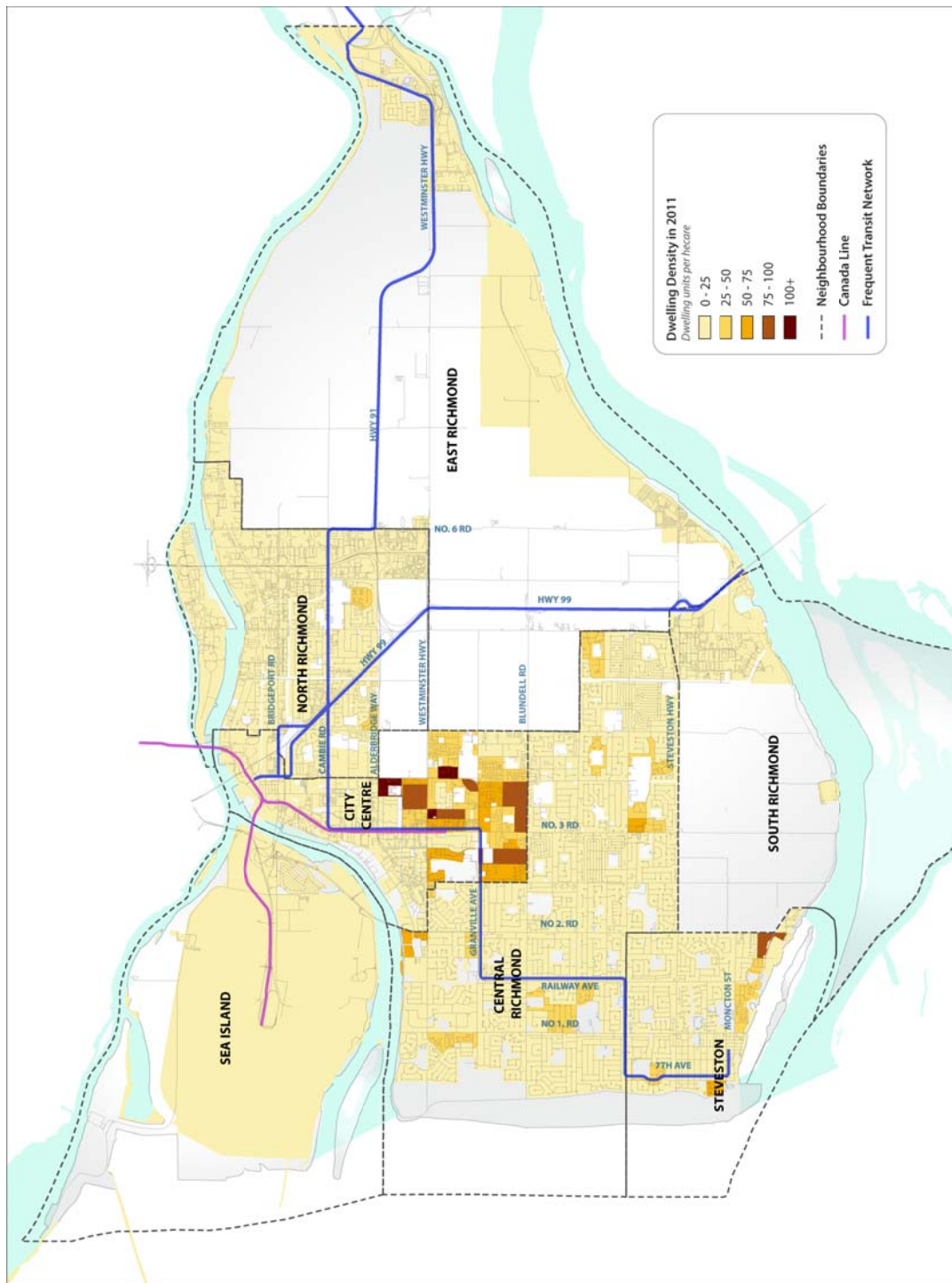
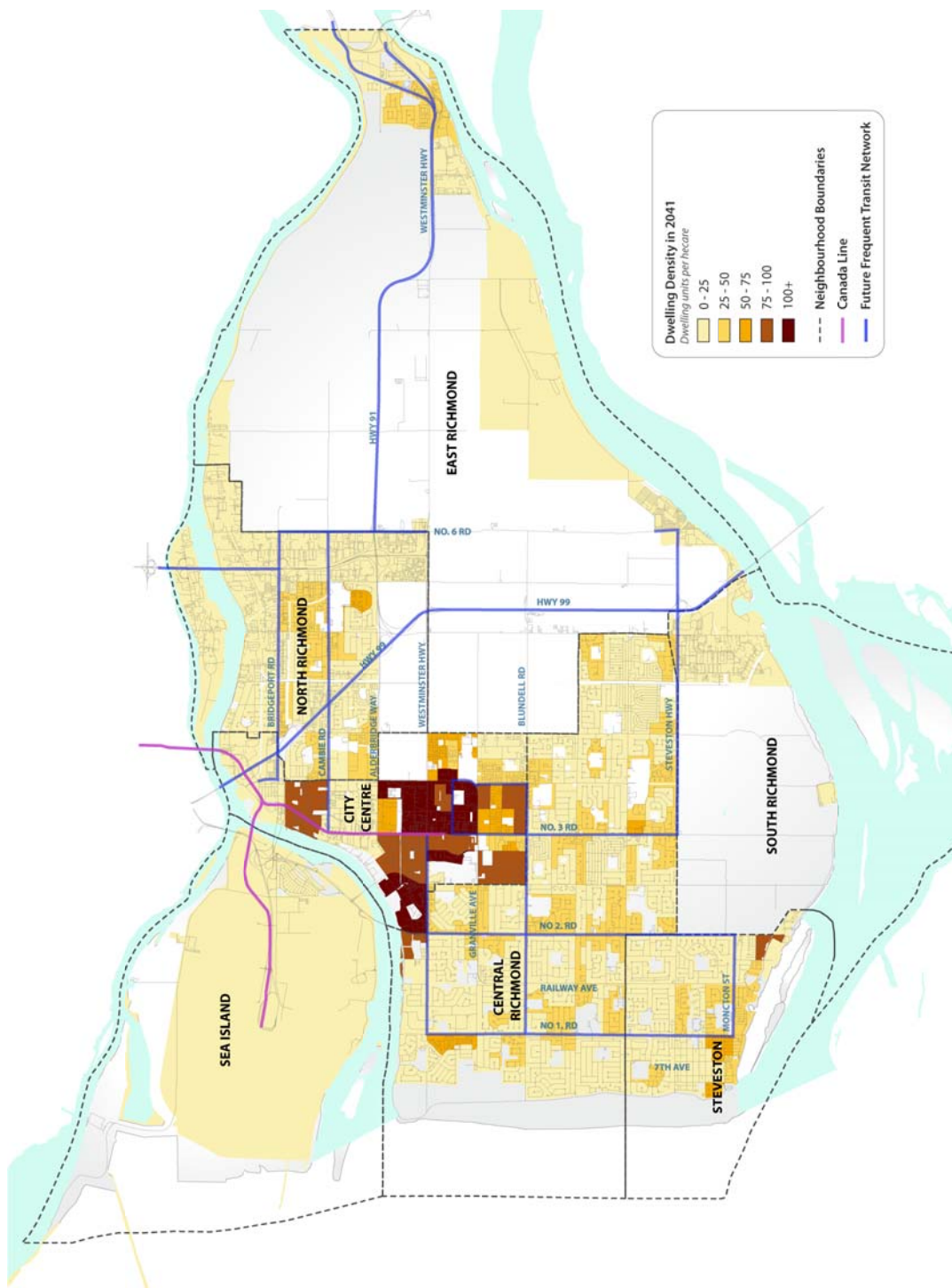


Figure A-2: Projected Dwelling Unit Density 2041



#### **A.4: Density Impacts on Residential and passenger Vehicle energy consumption**

Vehicle reductions are based on estimated changes in vkt due to densification. Each DA was identified as either in or out of the current FTN network. Then the percentages changes in Vehicle Kilometres Travelled (VKT) for each DA were estimated.<sup>45</sup>

#### **A.5: Thermal Energy density mapping:**

An analysis was undertaken to estimate the current (2011) energy load needed for heating throughout the community, and also to estimate where the future (2041) energy load for heating will be based on the City's projected residential and employment growth.

This involved:

- Determining the location and types of housing based on Statistics Canada Census data. (shown above)
- Determining the location and types of non-residential floor space area from the BC Assessment Authority.
- Applying expected heating load requirements to those baselines based on the type of dwelling / type of non-residential use (for example, a single family home located in the Lower Mainland is expected to use almost 80 GJ of energy per year for space heating and hot water)<sup>46</sup>.
- Applying expected building efficiency improvements for all new growth due to improvements in the BC Building Code, as well as efficiency improvements to the existing building stock for expected changes in technology (e.g. furnace upgrades) and other renovations over time.
- Representing the projected changes in thermal load resulting from population and employment growth as a Change in Thermal Energy Density map of Richmond (Figure A-3).

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<sup>45</sup> Estimates based on methodology outlined in "Using Residential Patterns and Transit to Decrease Auto Dependence and Costs", John Holtzclaw, 1994

<sup>46</sup> BC Hydro Conservation Potential Review, Marbek Resource Consultants Ltd., 2007



Figure A-3: Estimated New Incremental Thermal Heat Load 2011 - 2041

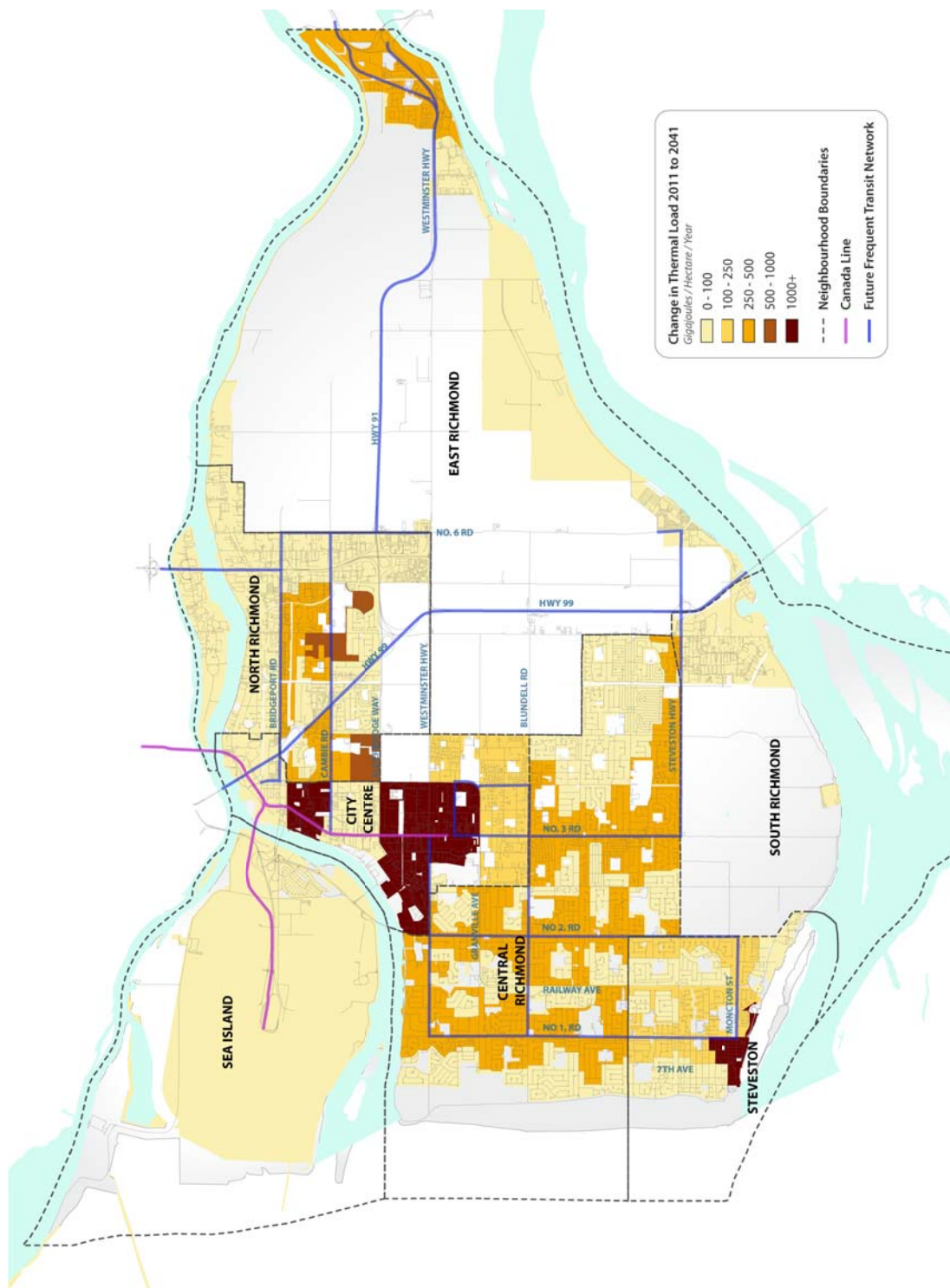
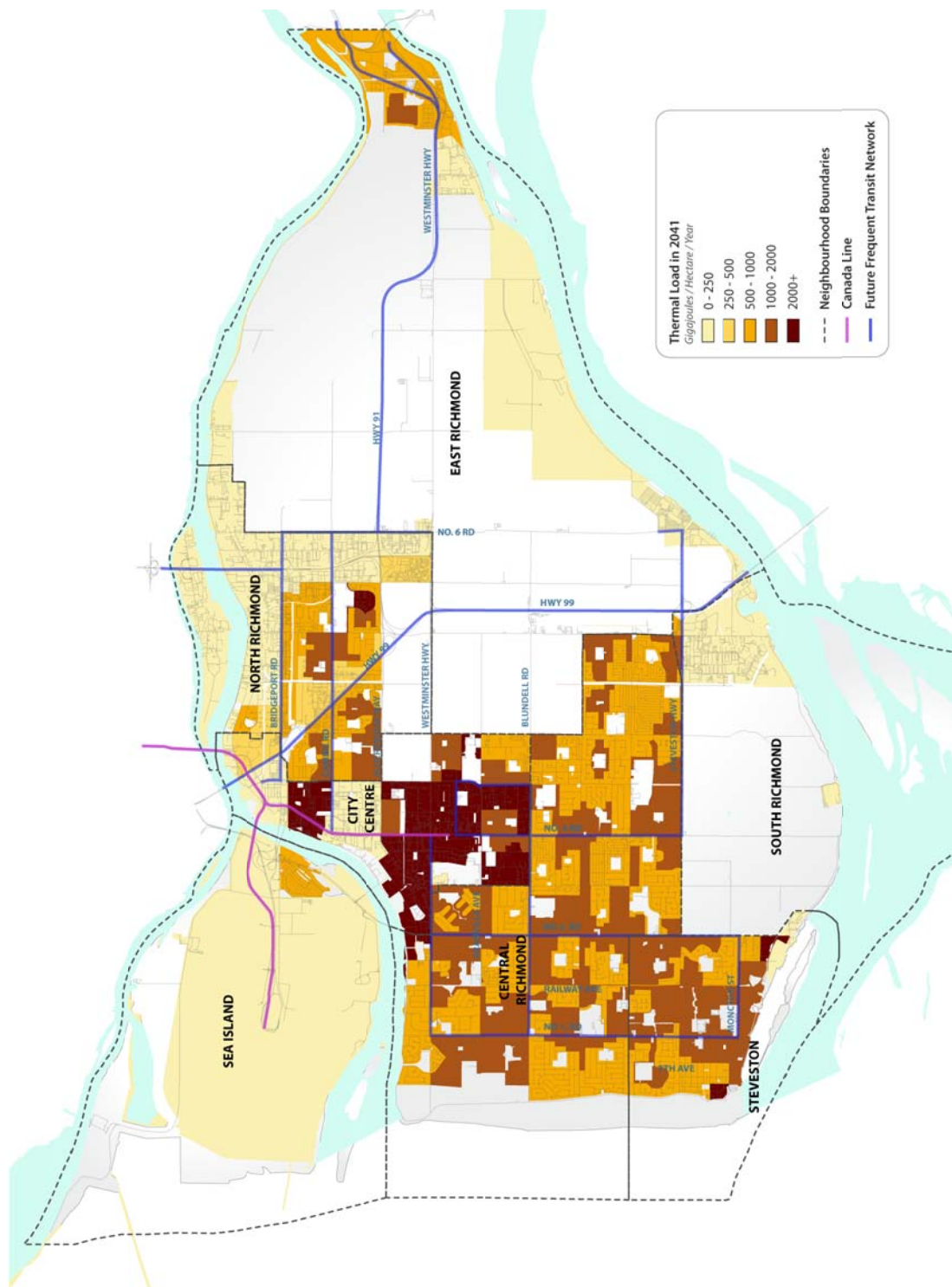


Figure A-4: Estimated Thermal Heat Load 2041




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October 22, 2013

Peter Russell  
 Senior Manager  
 Sustainability and District Energy  
 City of Richmond  
 6911 No. 3 Road  
 Richmond, BC V6Y 2C1

Dear Mr. Russell:

***Re: Richmond's Draft Community Energy and Emission Plan***

Thank you for involving the Urban Development Institute (UDI) in the consultations for Richmond's *Community Energy and Emission Plan (CEEP)*. We appreciate the updates you provided at our June 25<sup>th</sup> special meeting on energy issues and the September 25<sup>th</sup> Liaison Committee meeting.

We have reviewed the draft you provided us, and we agree that it represents "... *an enthusiastic effort by the City...*" to reduce conventional energy use and greenhouse gas (GHG) emissions in Richmond. At the same time, it is a realistic plan, which recognizes that many of the factors needed to reduce GHGs are out of the hands of the City. Senior governments must act, and "big breakthroughs" (as noted in Chapter 7) will be required for Richmond and the Province to achieve the very substantive goals of reducing "... *greenhouse gas emissions by 33% by 2020 and 80% by 2050 based on 2007 levels.*"

Richmond should be congratulated for already taking serious steps to reduce GHGs. A key example is the *City Centre Area Plan (CCAP)*, which focuses over 60% of Richmond's future growth in an area well served by a mass transit line. By building a compact, walkable and transit-oriented community with multi-family residential projects and higher density commercial buildings, we believe Richmond will substantially reduce dependence on passenger cars - the largest contributor of GHG emissions in the City. At the same time, other City goals, such as having a more affordable and diverse housing stock, are also being met.

UDI recognizes that the *CEEP* is a broad, high-level document, which is a work plan for future initiatives and reports. We would like to be involved as these actions are more fully developed, as we can be of assistance to the City in achieving its sustainability goals. Also, there may be opportunities to mitigate the potential impacts of some the actions on our industry - or even make them beneficial to our members and the homebuyers and businesses they serve. Below are the specific comments we have related to the Actions in the Draft *CEEP*:



**Action 1 — Review Neighbourhood Centre development sequencing for flexibility**

- UDI is in complete support of this Action item. It follows the success of the CCAP and expands the concept into other areas of Richmond. We also endorse the “6 ‘Ds’ of Transit Oriented Communities” noted on page 42 (Destinations, Distance, Design, Density, Diversity and Demand Management).

**Action 2 — Collaborate with TransLink to update the Area Transit Plan (ATP)**

- UDI also completely supports this Action item. Transit-Oriented Communities (TOCs) require transit to serve and support them. The more transit that is provided, the more opportunities there will be to build TOCs. Our one concern is how the TransLink referendum may impact the ATP. UDI is working with stakeholders and municipalities to support the transit funding we need for our growing region.

**Action 3 — Include energy efficiency in Neighbourhood Centre Planning**

**Action 4 — Promote energy efficiency in all rezoning**

**Action 5 — Develop incentives for new development to exceed the building code energy requirements**

- UDI would like to be involved as these Action Items are further developed. It is not clear what high-energy efficiency requirements may be imposed throughout the City. Although, on Table 7 the City indicates that these Action items will result in increased development costs.

At the same time, we are pleased that the City is exploring “*incentivizing high efficiency requirements for new developments.*” Incentives are an important mechanism in market transformation and acceptance of sustainable features in buildings. Richmond may also wish to explore financial tools that mitigate the impact of sustainable features. We would be pleased to discuss these issues further with the City.

We note that the Province is taking substantive steps to increase the energy efficiency of buildings. On December 20<sup>th</sup>, new *B.C. Building Code (BCBC)* requirements will be in force. The buildings our members construct will have to meet ASHRAE 90.7 2010 or the *2011 National Energy Code for Buildings*. The Province will likely be making further improvements to the *Building Code* as the *CEEP* is being implemented. We recommend that this be considered and tracked under the *CEEP*. One monitoring indicator that could be used is the energy savings generated by new buildings compared to a current new baseline building.

**Action 6 — Ensure that existing building code requirements are attained**

- UDI is certainly not opposed to governments ensuring that *Building Code* requirements are met. We are also pleased that the City will be discussing the issue with BC Hydro and the BC Office of Housing and Construction Standards (which is responsible for the *BCBC*). This will ensure that the efforts of the City are coordinated with the Province, and that both levels of government are not duplicating efforts or providing conflicting instructions to developers. At the same time, we would like to be involved in these discussions, as it is our members' projects that will be reviewed and evaluated.

**Action 7 — Promote building efficiency through outreach and education**

**Action 8 — Provide incentives for building retrofit action**

**Action 9 — Develop a residential energy conservation program to support housing affordability**

- UDI supports these actions under **Strategy 3: Improve the Performance of Existing Building Stock**. As noted in the Report, "*The energy elephant in the room in many communities is the stock of existing buildings.*"

**Action 10 — Prioritize and fund Walking, Rolling and Cycling**

**Action 11 — Continue a "Complete Streets" approach in all new street construction and rehabilitation projects**

**Action 12 — Improve Pedestrian links throughout the city as the top transportation priority**

- UDI is supportive of all of these actions. As noted above, passenger vehicles are the largest contributor to GHGs in the City. These actions would provide alternatives to passenger vehicles.

We would, however, like to discuss with the City what the impact these actions will have on development charges. It is noted that on page 47 that Richmond wants to avoid costly road expansions. In fact, "*... with previously identified improvements for the City Centre, no further increases in capacity are needed to 2041.*" Despite this, the capital budget may have to expand by \$1 million per year. It would be helpful to discuss the reasons for this and the potential impact on developer charges.

With regard to the bike network, Richmond may wish to review the strategy that Vancouver has adopted – having bike networks on streets parallel to arterial roads. These streets are safer for cyclists. In addition, the main roads in Richmond will not have to be too wide. Streets that are too wide may be less vibrant and interesting for pedestrians.

***Action 13— Focus on providing safe school routes***

- UDI is supportive of this action.

***Action 14 — Implement TDM projects that incentivize non-vehicle mode choice and disincentive vehicle use***

***Action 15 — Reduce supply of unrestricted City-owned parking spaces***

- UDI is generally supportive of these actions, as they support reducing the use of passenger vehicles. This is especially true for the proposal to reduce the minimum parking standards. However, further dialogue is needed with our members and their tenants regarding the proposed maximum parking standards and parking fees.

***Action 16 — Provide infrastructure improvements to support increased transit service***

***Action 17 — Improve bike facilities and consider implementing a bike share program***

- Again, UDI is generally supportive of these actions because of their positive impact on improving the modal split between vehicles and alternative transportation options. We suggest that for some items, which involve additional charges or costs for our industry, further consultation take place. In particular, we would like to discuss with staff how best to incorporate cycling amenities into new projects. One recommendation we have is to provide a FAR exemption (including an exemption for Development Cost Charges) for bike facilities in buildings.

***Action 18 — Set minimum requirements for EV infrastructure in new developments***

***Action 19 — Continue to expand the City-owned network of EV charging standards***

- We are pleased that staff are recommending that the implementation of electric vehicle infrastructure be done in consultation with stakeholders. This is a complex issue that requires extensive dialogue between the City, the industry, stratas and BC Hydro. We would like to be involved in those consultations. One option that could be provided to developers is to pay for electric vehicle charging stations adjacent to their developments that the public could use. Developers could provide these stations in lieu of providing the infrastructure in buildings.

**Action 20 — Promote energy efficient business operations**

- UDI supports this Action.

***Action 21 — Reserve district energy rights of ways in new developments and road construction***

***Action 22 — Develop a City Centre DE Right of Way Master Plan***

***Action 23 — Explore opportunities to connect existing buildings to DE system***

***Action 24 — Explore options for electricity generation from utility scale renewable sources***

- UDI generally supports these actions, as they will likely make the planning, implementation and delivery of the District Energy systems in the City more efficient and cost effective. We recommend that developers be involved in these discussions. We are a key District Energy stakeholder, as it is our members' buildings that are connecting into the systems.

In areas where District Energy systems are not being considered by the City utility, other proponents should not be prevented from pursuing opportunities to develop and build District Energy Systems. Again, FAR exemptions should be provided for the infrastructure required for those systems.

UDI also recommends that the monitoring indicators be amended for District Energy on page 75. The indicators should be the "*Number of new buildings connected to **low carbon DE systems***", and the "*Number of existing buildings connected to **low carbon DE systems***". It is when the District Energy systems are low carbon that GHG emissions are reduced.

**Action 25 — Integrate energy infrastructure into community planning**

- We strongly support this Action item. It will make the planning and development review process more efficient with fewer surprises occurring.

***Action 26 — Promote building scale renewable energy***

- This Action requires further consultation with the industry. The Action could be supported through incentives (FAR exemptions and density bonusing). Another area where the City could assist the industry on this Action is doing pilot projects on City buildings and sites. Information from these pilots could help Richmond as it develops policies in this area, and developers as they implement those policies.

***Action 27 — Continue to implement activities to support ISWRMP***

- As the City implements actions under the *Integrated Solid Waste and Resource Management Plan*, we would like to be consulted.

***Action 28 — Continue to advocate support from senior levels of governments***

***Action 29 — Develop long-term funding for climate activities in the city***

***Action 30 — Integrate climate change into other municipal activities***

***Action 31 — Provide incentives to encourage alternative transportation by staff***


***Action 32 — Define a climate change portfolio/staff person***

***Action 33 — Develop an outreach program to residents and businesses on climate action***

- UDI is supportive of these Actions.

Thank you for allowing UDI the opportunity to provide feedback. We look forward to working with you throughout the adoption and implementation phases of the *Community Energy and Emissions Plan*.

Yours truly,



Anne McMullin  
President and CEO



# City of Richmond

## Report to Committee

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**To:** Planning Committee **Date:** January 2, 2014  
**From:** Cathryn Volkering Carlile **File:** 01-0100-20-RCSA1-01  
General Manager, Community Services  
**Re:** **Richmond Community Services Advisory Committee 2013 Annual Report and  
2014 Work Program**

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### Staff Recommendation

That the Richmond Community Services Advisory Committee's 2014 Work Program be approved.

Cathryn Volkering Carlile  
General Manager, Community Services

Att. 1

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 
APPROVED BY CAO 	

## **Staff Report**

### **Origin**

The mandate of the Richmond Community Services Advisory Committee (RCSAC) is to encourage and promote social policies and community services that contribute to the well-being and quality of life of Richmond residents, and to develop the capacity of the community service sector.

While an advisory body, the RCSAC is not a City-appointed committee (i.e., only two citizen representatives are Council-appointed). The City supports the RCSAC by providing an annual operating budget, a Council Liaison and a Staff Liaison.

This report presents the RCSAC 2013 Annual Report and proposed 2014 Work Program (Attachment 1), which supports the following 2011 – 2014 Council Term Goals regarding Community Social Services:

- 2.1 Completion of the development and implementation of a clear social services strategy for the City that articulates the City's role, priorities and policies, as well as ensures these are effectively communicated to our advisory committees, community partners and the public in order to appropriately target resources and help manage expectations.
- 2.3 Clarification of the City's role with respect to providing or facilitating the securing of space for non-profit groups.
- 2.4 Initiation of a strategic discussion and ongoing dialogue with the City's MLAs and MPs to ensure better representation of Richmond's needs in Victoria and Ottawa for social services issues and the related effects of downloading.
- 2.5 Development of a clearer definition of affordable housing priorities and subsequent utilization of affordable housing funding.
- 2.6 Development of an updated youth strategy to address the needs and to build on the assets of youth in the community.

### **Analysis**

#### **1. 2013 Annual Report**

In 2013, the RCSAC Work Program was based on 2011 – 2014 Council Term Goals. Highlights include contributing to the Social Development Strategy; conducting the Community Social Services Survey about service agency's funding status (Appendix A to the Annual Report, Attachment 1); completing a Community Table/Committee Inventory (Appendix B to the Annual Report, Attachment 1); finalizing and distributing a "Gap Analysis on Mental Health and Addiction Support Services"; participating in the Richmond Homelessness Coalition; and supporting Richmond Children First and the Richmond School District on initiatives to

understand and address child poverty in Richmond. Membership has increased from 30 to 33 with the addition of Employment Services (Avia Employment and Pacific Community Resources), Richmond Food Security Society and the Richmond School District.

## 2. 2014 Work Program

In 2014, the RCSAC's plans include advising Council regarding Social Development Strategy implementation; initiating next steps identified in the "Gap Analysis on Mental Health and Addiction Support Services"; implementing the annual Community Social Services Survey; providing input to the Youth Strategy Update; maintaining/revising the Community Table/Committee Inventory; hosting a MLA Information Session; and continuing to apprise Council of matters affecting community agencies and Richmond residents.

### **Financial Impact**

The RCSAC operating budget reflects the existing funding plan, as budgeted.

### **Conclusion**

The RCSAC will continue to provide advice to Council reflecting 2011 – 2014 Council Term Goals. The RCSAC will also continue to support the community service sector by fostering collaborative working relationships, identifying trends and emerging concerns, and providing information exchange and networking opportunities. The RCSAC 2014 Work Program will remain flexible to reflect new Council Term Goals once adopted, and to address emerging issues impacting the community.



Lesley Sherlock  
Social Planner  
(604-276-4220)

LS:ls





**RCSAC** | **Richmond Community Services  
Advisory Committee**

## **2013 Final Report 2014 Work Plan and Budget**

*RCSAC Approvals:*

*2013 Final Report endorsed November 14, 2013*

*2014 Work Plan endorsed December 12, 2013*

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## Executive Committee Report

### 2013 Executive Committee Membership:

Rick Dubras, Richmond Addiction Services Society	Co-Chair
Lisa Whittaker, Family Services of Greater Vancouver	Co-Chair
Richard Lee, Citizen Appointee	Treasurer
Belinda Boyd, Vancouver Coastal Health	Member-at-Large
Brenda L. Plant, Turning Point Recovery Society	Member-at-Large
Parm Grewal, Richmond Multicultural Community Services	Member-at-Large
Pam Khinda, Richmond Youth Services Advisory (resigned from member agency March 2013)	Member-at-Large
Councillor Linda McPhail	City Council Liaison
Lesley Sherlock	City Staff Liaison

### Results of Executive Elections at the November 13, 2013 Annual General Meeting

As documented in the RCSAC Operating Policies and Procedures members on the executive, with the exception of the Co-Chair positions, hold their positions for a period of one year. Elections are held at the November Annual General Meeting (AGM) to elect/re-elect committee members to their respective executive roles. A nominating committee was struck to fill vacant positions. At the November 2014 AGM, after nominations were put forward, the following individuals were elected to executive positions:

Co-Chair	Lisa Whittaker, Family Services of Greater Vancouver (2 <sup>nd</sup> year)
Co-Chair	Colin Dring, Richmond Food Security Society
Treasurer	Rick Dubras, Richmond Addiction Services Society
Members-at-Large	Richard Lee, Citizen Appointee
	Janice Barr, Richmond Society of Community Living
	Daylene Marshall, Richmond Youth Services Agency
	De Whalen, Richmond Poverty Response Committee

Belinda Boyd, VCH-Richmond, Brenda Plant, Turning Point Recovery Society and Parm Grewal, Richmond Multicultural Community Services completed their terms on the Executive Committee and decided not to stand for re-election. They were acknowledged for their years of service on the executive committee at the RCSAC annual meeting.

The Executive Committee, on behalf of the membership, wishes to acknowledge and thank all exiting members of the Executive Committee for their dedication and leadership throughout 2013, as well as welcoming new members. The Executive Committee also acknowledges our City Staff Liaison, Lesley Sherlock, and our City Council Liaison, Linda McPhail, for their contributions and support while working with the RCSAC during 2013.

## Executive Committee Summary of 2013 Activities:

### Membership

- ❖ Membership increased in 2013. Avia Employment Centres, Richmond Seniors Network, School District 38 and Richmond Food Security Society joined the committee in 2013.
- ❖ There are two Citizen Appointee positions each with 2 year terms. The incumbents of these positions are: Richard Lee (appointed: December 2010), Hamid Ghanbari (appointed: March 2011). Both Citizen Appointees' terms were extended until fall 2014.

### RCSAC Hot Topics:

The RCSAC identified the following hot topics and action groups in 2013:

- School Age Children and Youth Task Group

This hot topic task group including Richmond Children First, RCSAC and the School District 38, was formed as follow up on a presentation on School District 38's report on child poverty. After some initial discussion, the establishment of the Child and Youth Poverty Task Group has been put on hold.

- Seniors Affordable Housing and Affordable Housing Inventory Inquiry

Dena Kae Beno, Affordable Housing Coordinator at the City of Richmond, is invited to provide an inventory of affordable housing in February 2014.

- Hoarding and Emergent Alzheimer's situations

Currently work is being done on these two important topics by groups in the community. The ultimate goal is to have a coordinated strategy to respond to these situations. Updates are provided to the RCSAC by Heather Hall, RCMP as required.

### Communications with City of Richmond

At the request of the City of Richmond, the RCSAC submitted individual agency feedback on the draft of the Social Development Strategy.

The Community Social Services survey was administered for a 3<sup>rd</sup> year. The 2013 Community Social Services Survey results are reported as an appendix to the 2013 Work Plan and Report. The committee will consider forming a task group to review the 2011 – 2013 survey results and report findings. This task group will also be asked to review the survey questions and determine if any revisions are necessary for 2014.

Presentation Updates from the City of Richmond were provided as follows:

- Social Development Strategy, John Foster
- Courtney Miller, Sustainability Project Manager, presented on the Energy Efficiency Resources available to qualifying residents in Richmond. An overview of two programs was provided: 1) the Energy Savings Kit and 2) the Energy Conservation Assistance Program.
- Lesley Sherlock and Evelyn Dawson, Business Systems Analyst, presented a demonstration of the 2013 City of Richmond online grant application.

### Technology:

- The RCSAC website – the number of visits to the RCSAC website were tracked and in the 30,000 range. Details are available in the last section of the 2013 Work Plan and Report.

### Financial

A 2013 financial report and proposed 2014 budget was drafted by the Treasurer and approved by the membership at the November AGM.

The RCSAC is projecting a surplus this year. There are some important reasons that we are projecting a surplus of more than \$6400. It was our intention at budget time last year that the RCSAC would again host an All Candidates meeting however, the RCSAC did not and therefore the \$2000 dollars set aside was not utilized as well as the additional labour that would have cost the RCSAC. We also have had an increase in membership that resulted in more fees this year which has also buoyed our income. Our expenses have also been reduced as Administration costs and IT costs were nearly \$500 less each from predicted at budget time last year.

Perhaps this surplus comes at the right time however, as our task groups will be glad to know that we will have enough funds to help with initiatives that are being planned for 2014. We also wish to use some of the surplus to afford a pay increase of 3% for our Executive Secretary who has not had a raise since her hiring in 2010. We will also be using some of this money to help us support continued website and IT support as well as support for our Youth Webpage.

This year's budget will allocate \$5000 for Task Group work in the community. This will allow the community partners and the Executive to work together to use up the surplus and return our committee to a balanced budget for the end of next year.

Together with the Executive committee, we respectfully submit the 2014 budget found on page 34. Please refer to page 33 and 34 of the report for details regarding the 2013 financials and proposed 2014 budget.

### 2013 Reports and 2014 Work Plans

Please note the 2013 Work Plans are documented in a new template making them easier to read and have been written to reflect and support the 2011-2014 Council Term Goals. For the 2013 Report the work of the RCSAC has been organized by using the Council Term Goals that were relevant to the committee. Under each goal are the headings Objectives and Actions. These two headings reference the specific work plan set out for the year. The accomplishments of the RCSAC for 2013 can be found under each goal in the section "Outcomes/Indicators of Success".

The 2014 Work Plan was approved at the December 12, 2013 RCSAC General Meeting as a working document that will be revisited throughout the year and revised as necessary.



RCSAC

Richmond Community Services  
Advisory Committee

## ***2013 Final Report***

For the 2013 year the RCSAC has chosen to link its annual work plan initiatives to the Richmond City 2011-2014 Council Term Goals. The 2013 Work Plan is designed to provide Council with advice to support Council's Goal Statement for Community Social Services:

*To develop and implement an updated social services strategy that clearly articulates and communicates the City's roles, priorities and limitations with respect to social services issues and needs.*

Within this goal statement, the RCSAC focussed on providing advice on Council's following priorities, with actions reported under "Outcomes / Indicators of Success".

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### **Council Term Goal 2.1**

**Completion of the development and implementation of a clear social services strategy for the City that articulates the City's role, priorities and policies, as well as ensures these are effectively communicated to our advisory committees, community partners, and the public in order to appropriately target resources and help manage expectations.**

#### **Objectives:**

- To support and provide input to the Social Development Strategy
- To advise City Council on Social Development Strategy implementation plans once adopted

#### **Actions:**

- Review Social Development Strategy and form Task Groups as needed
- With respect to addiction and mental health services, advise Council regarding
  - Addiction and Mental Health Services Gap Analysis outcomes and implementation plan
  - Housing needs for this population
  - Stakeholder roles and responsibilities to address gaps
  - Proposed City supports considering City's role, priorities and policies, including advocacy to senior levels of government
- Mental Health and Addictions Action Team continue, and others as required
- Continue to implement annual Social Services Survey to inform Council of changes in social service programs and corresponding funding structures that will impact the City
- Identify initiatives that reduce barriers to accessing services

#### **Outcomes/Indicators of Success:**

- Provide comments on Social Development Strategy
  - 1) February 2013 – AT RCSAC General Meeting members were provided with draft Social Development Strategy and questions for consideration.
  - 2) March 2013 – At RCSAC General Meeting each agency/group was given 5 minutes to provide feedback to the City regarding the draft Social Development Strategy. Members of RCSAC provided to the City submissions by individual agencies that included input and recommendation on the strategies presented. These submissions were provided to the City.

- Community Social Services Survey and Report completed
    - 1) June – Community Social Services Survey Report Completed. Draft of next survey completed.
    - 2) September 2013 – New Community Social Services Survey approved and posted on City Website for completion. One additional question included. This question was added to look at funding shifts within the City of Richmond – for example one agency may have lost funding dollars but the service might not have been lost to the Community
    - 3) October 2013 – Analysis of responses to social services survey completed – these results are attached to this report (Attachment A). A task group was formed to begin an examination and evaluation of the survey results over multiple years.
  
  - Communication Tools to Council as required
    - 1) March 2013 – Addictions and Mental Health Action Groups findings on identifying Gaps in Service Report finalized.
    - 2) April 2013 - A Communication Tool sent to City Council requesting: (1) That Council utilize the identified gaps to inform community planning (Social Development Strategy, Action 53) for services and supports to be directed to residents living with mental illness and addictions. (2) That Council authorize the RCSAC to share this report, as appropriate, with internal city departments, other statutory agencies, provincial and federal levels of government and service providers to advocate for increased services, resources (housing, food security) to support residents living with mental illness and addictions.
    - 3) City Council received the report for information, approved the RCSAC to distribute the report to provincial and federal governments, Richmond MLA's, MP's and other stakeholders for information and that the implementation plan be forwarded to City staff upon completion. A task group has been formed including to do further work which will include the input of consumers.
    - 4) Reports were distributed as outlined above. Requests for receipt of confirmation and feedback re: report was sent to MLA's and MPP's.
  
  - Identify initiatives that reduce barriers to accessing services
    - 1) May 2013 - The Addictions and Mental Health Wallet Card was completed, production plan implemented with distribution to follow.
    - 2) May – September – 1000 wallet cards distributed and 1000 additional cards have been ordered.
    - 3) September 2013 – Due to success of wallet cards another 1000 were printed and distributed. More cards have been requested.
    - 4) October 2013 – Additional cards distributed at general meeting.
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### **Council Term Goal 2.3**

**Clarification of the City's role with respect to providing or facilitating the securing of space for non-profit groups.**

**Objectives:**

- Continue to identify changes in space needs by non-profit societies within Richmond

**Actions:**

- Form action group if required, building on previous Space Needs Surveys and related correspondence

**Outcomes/Indicators of Success:**

- Communication Tools to Council as required
  - 1) Task group initially formed to look at space needs for non-profit groups
  - 2) After analysis – task group put on hold

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### **Council Term Goal 2.4**

**Initiation of a strategic discussion and ongoing dialogue with the City's MLAs and MPs to ensure better representation of Richmond's needs in Victoria and Ottawa for social services issues and the related effects of downloading.**

**Objectives:**

- To provide Council with information re: impact of provincial and federal funding decisions on social services agencies
- To provide RCSAC members with an opportunity to meet and connect with provincial candidates

**Actions:**

- Completion of annual Social Services Survey to provide information to Council on provincial and federal funding decisions affecting the delivery of social services
- Consider roles of senior governments in Addiction and Mental Health Services Gap Analysis results

**Outcomes/Indicators of Success:**

- Community Social Services Survey completed and report submitted to Council

- 1) June – Community Social Services Survey Report Completed. Draft of next survey completed.
  - 2) September 2013 – New Social Services Survey approved and posted on City Website for completion. One additional question included. This question was added to look at funding shifts within the City of Richmond – for example one agency may have lost funding dollars but the service might not have been lost to the Community.
  - 3) October 2013 – Analysis of responses to social services survey completed – these results are attached to this report (Attachment A). A task group was formed to begin an examination and evaluation of the survey results over multiple years.
  - 4) Report Completed – see Council Term Goal 2.1 above
- Communication Tools to Council as required, including requests for advocacy to senior levels of government
    - 1) March 2013 – Addictions and Mental Health Action Groups findings on identifying Gaps in Service Report finalized.
    - 2) April 2013 - A Communication Tool sent to City Council requesting: (1) That Council utilize the identified gaps to inform community planning (Social Development Strategy, Action 53) for services and supports to be directed to residents living with mental illness and addictions. (2) That Council authorize the RCSAC to share this report, as appropriate, with internal city departments, other statutory agencies, provincial and federal levels of government and service providers to advocate for increased services, resources (housing, food security) to support residents living with mental illness and addictions.
    - 3) City Council received the report for information, approved the RCSAC to distribute the report to provincial and federal governments, Richmond MLA's, MP's and other stakeholders for information and that the implementation plan be forwarded to City staff upon completion. A task group has been formed including to do further work which will include the input of consumers.
    - 4) Reports were distributed as outlined above. Requests for receipt of confirmation and feedback re: report was sent to MLA's and MPP's.

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#### **Council Term Goal 2.5**

**Development of a clearer definition of affordable housing priorities and subsequent utilization of affordable housing funding.**

and

#### **Council Term Goal 2.8**

**Development of a continuously updated catalogue of affordable housing projects coming on stream for easy reference.**

#### **Objective:**

- Continue to support implementation of the Affordable Housing Strategy

- Participate in the 2013 Affordable Housing Strategy Update process
- Support the development of a catalogue of affordable housing projects

#### **Actions:**

- Work collaboratively with Richmond housing organizations, advocates and the City to identify, prioritize and highlight affordable and supportive housing needs and projects in Richmond
- Provide information as required for the catalogue
- Action Team formed if necessary
- Propose a housing page on the city website including content on the housing continuum, how to access, FAQ's etc.

#### **Outcomes/Indicators of Success**

- Stakeholders' report on housing needs, current projects and proactive approaches completed
  - 1) Report on Seniors at Risk of Homelessness. Dialogue conducted November 1, 2012. Members participated in the Richmond Homelessness Coalition, which reported that: an increase of homeless seniors and priorities of safety, socialization, isolation, lack of transportation options, need for coordination of resources including integration of health, social and outreach services, lack of preventative or early intervention and lack of data to support the need for more services
  - 2) Drop in Centre opened in October 2012 and in January 2013 data became available regarding people attending and services required. Drop-in is an entry point to system. Gaps in service identified as specialized services for increased number of seniors who are homeless and needs of long-term marginalized people who are homeless and unable to access services – need for low barrier housing.
  - 3) Termination of service agreements for Co-op Housing - speaker from Cooperative Housing Federation of BC. There are 17 co-operative housing developments in Richmond representing 989 units (many are senior households). The termination of service agreements will mark the end of subsidized housing for low income households. Termination agreements with each co-operative will happen over next few years and it is uncertain what the impacts will be and how each co-operative housing development will deal with this. It could mean overnight, the disappearance of many existing affordable housing units.
- Communication Tools to Council as required
  - 1) None submitted to date. Regular updates provided to Council via staff representations on the committee and Richmond Homelessness Coalition.
- RCSAC perspective incorporated into 2013 Affordable Housing Strategy Update
  - 1) 2013 Affordable Housing Strategy update to date has included changes approved by Council to increase the income thresholds for low income market rental with the ability to increase threshold annually according to Consumer Price Index. The RCSAC Affordable Housing Working Group through the work of the Richmond Homelessness Coalition has participated in the discussions leading up to these changes.

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## **Council Term Goal 2.6**

**Development of an updated youth strategy to address the needs and to build on the assets of youth in the community.**

### **Objective:**

- Support Council in the development of an updated Youth Strategy

### **Actions:**

- Continue to work with existing youth committees
- Form a Youth Action Team if required to provide input on the Youth Strategy Update
- Recommend the establishment of a Youth Page to provide one stop access to information, including a comprehensive, regularly updated online resource manual , and who should host

### **Objectives/Indicators of Success:**

- RCSAC perspective incorporated in the updated Youth Strategy  
This will take place in following year.
  - Youth website page established and resource manual completed
    - 1) Youth page completed on RCSAC website. Page includes events for youth available in Richmond
    - 2) June – September 2013 – To assist with the Youth Page the Richmond Youth media lab program facilitator created a posting for a volunteer youth to regularly update this page.
    - 3) October 2013 – RCSAC Executive approved honorarium for youth volunteer to encourage participation with this position and to recognize the work necessary to keep page up to date.
  - Communication Tools to Council as required
    - 1) February 2013 – Youth Task Group Completed “Feedback Report on Issues Affecting Youth”. This report looked at the change in School District 38 that occurred from having Youth Support Workers in each Secondary School to the current Youth Adolescent Support Team.
    - 2) March 2013 – Communications tool sent to council with report attached.
    - 3) April 2013 – RCSAC Co-chairs meet with school board representatives to discuss report and potential for greater collaboration with RCSAC. Formal invitation was sent to School District and representative assigned to RCSAC.
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**Council Term Goal 7.2** Develop a plan to ensure the provision of public facilities and services keeps up with the rate of growth and changing demographics of the community (families, older adults, increasing cultural diversity), particularly in the City Centre.

**Objectives:**

- Continue to support and work with the Richmond Children First (RCF) committee on their City Centre Early Childhood Development Report

**Actions:**

- Follow-up on Communication Tool sent to Council about the City Centre Report
- Review RCF progress reports

**Outcomes/Indicators of Success:**

- Regular RCF reports at RCSAC
  - 1) Regular monthly reports provided to RCSAC by RCF.
  - 2) RCF City Centre report was completed and released by October 2012. At that time it was hoped that Richmond might receive My Neighbourhood-My Future funding in 2013 but that funding was awarded to Tri-Cities and Surrey.
  - 3) As a result of the report, Richmond Children's First recommended that 2013-2014 United Way of the Lower Mainland (UWLM) ECD funds be directed to City Centre programs, which was approved by UWLM.
  - 4) Although there has been interest expressed by a number of organizations to work together on a place-based approach, as stated in the report, "...a place-based approach takes time, resources and a cross-sectoral commitment." The Social Development Strategy identifies a short term goal (0-3 years) in Action 32 to "Implement the City Centre Area Plan Policy of exploring opportunities to establish multi-use, multi-agency community service hubs in appropriate locations in the City Centre, while also pursuing other types of agency space, as appropriate, throughout Richmond" with the following proposed partners:
    - Richmond Community Services Advisory Committee
    - Non-profit Agencies
    - Child Care Providers
    - Child Care Development Advisory Committee
    - Community Committees

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**Council Term Goal 8.2** Continue to advocate for a coordinated regional approach to enhance local food security for Richmond and the region through policy development initiatives such as community farms.

**Objectives:**

- Examine issues of food security in relation to community and social services in Richmond

- Support the City as it advocates for a coordinated regional approach to enhance local food security

**Actions:**

- Receive presentation related to food security and intersection with community and social services
- Action teams formed as necessary to meet objectives
- Potential gap analysis undertaken
- Communication Tool to Council as required

**Outcomes/Indicators of Success:**

- Communication Tools to Council as required
  - 1) May 2013 – Richmond Food Security Society Executive Director Colin Dring presented at RCSAC general meeting. This presentation included information and discussion regarding the connection between food security and community social services.
  - 2) Richmond Food Security Society currently developing community food charter and will be engaging public and community agencies from a diversity of demographics to help frame food values and issues that citizens in Richmond face.
  - 3) November 2013 – RCSAC members provided additional presentation on Richmond Food Charter. Members were engaged in “Kitchen Table Talk” and provided feedback that will be incorporated into food charter. RCSAC members encouraged to host a Kitchen Table Talk with their clients/staff.

**Additional RCSAC Work Plan Activities**

**Objectives:**

- Increase connections within RCSAC members
- Increase information RCSAC members can access to plan and promote social service events and activities
- Increase administrative efficiency for RCSAC

**Activities:**

- Website developed so members can easily access calendar to post activities and events
- Create members log-in section on RCSAC website so members can access minutes, agendas, reports, etc.
- Support on-going updates to website

**Outcomes/Indicators of Success:**

- Members-only log in page created – deferred to 2014
- Website utilization increased

- Increased number of events and program information posted to website
  - 1) Membership of the RCSAC was increased to 33. There were three additional agencies who joined the committee in 2013: Employment Services (Avia Employment and Pacific Community Resources), Richmond Food Security Society and the Richmond School District.
  - 2) Number of visits to the RCSAC website from November 2012 to October 2013 was 30999. (Generally, a visit occurs when some remote site makes a request for a *page* on your server for the first time.) In the same time period the website had 301309 hits (hits represent the total number of requests made to the server during the given time period).
  - 3) June 2013 Community Table/ Committees worksheet developed. See Appendix #B. This document provides information on all of the community tables and groups known by the RCSAC that are meeting to support/provide community social services in Richmond. The worksheet will be updated regularly.
  - 4) February 2013 to June 2013 - Richmond City Council / RCSAC / Communications Chart and a Decision Tree - Councillor McPhail, in partnership with City Staff and the RCSAC, developed documentation of the decision flow and communications process between City Council and the RCSAC. These documents will be incorporated to the RCSAC Policy and Procedure manual.
  - 5) March 2013 to October 2013. Revisions to RCSAC policy and procedure manual were completed and changes were approved by the committee at the October General Meeting.
  - 6) Written reports are now requested in advance by community groups who have a member of the RCSAC sitting at the community group table. These notes are included in the monthly General meeting minutes available on the RCSAC website.
- 7) Presentations Completed:
  - a. Avia Employment Services –presented on the BC Work Initiative providing Employment Services to Richmond. It was identified reaching youth in Richmond is a challenge.
  - b. Richmond Public Health - Manager, Community and Family Health provided a presentation on services provided to new mothers and fathers in the community of Richmond.
  - c. School District 38 Report on Child Poverty – Donna Sargent and Monica Pamer submitted this report to the RCSAC and requested SD38 work in partnership with the RCSAC to review the report in detail and follow up with recommendations. A hot topic is suggested for this project.
  - d. Richmond Food Security – Colin Dring presented on work of Richmond Food Security and the intersection between food security and community social services.
  - e. Courtney Miller, Sustainability Project Manager from the City of Richmond, presented on the Energy Efficiency Resources available to qualifying residents in Richmond. The City of Richmond is connecting the community with offerings and programs provided by BC Hydro and Fortis BC. As a result, the initiatives have been completely funded and require no payment from residents who qualify by nature of their income. An overview of two programs was provided: 1) the Energy Savings Kit and 2) the Energy Conservation Assistance Program.
  - f. Lesley Sherlock and Evelyn Dawson, Business Systems Analyst from the City of Richmond, presented a demonstration of the 2013 City of Richmond online grant application.
  - g. Carol Dickson, Volunteer Richmond Information Services, presented information on the Better at Home Program.

## Appendix A

### 2013 Community Social Services Survey Results Summary

October 2013

As indicated in the 2013 Work Plan and Report, the Community Social Services Questionnaire was completed and the results are summarized below.

There were thirty one (31) RCSAC member agencies were identified as “funded agencies” which made them eligible to complete the survey. The survey was posted on the City of Richmond website with a two (2) week period to complete it. There were 14 responses to the survey.

A summary of the results can be found below:

1. Populations served in Richmond cover the range from birth to death (ages 0-seniors)
  - a. 6 of 14 agencies report that there have been changes to funding in the community that impact services.
  - b. 2 out of 6 identify service reductions, 6 out of 6 identify services added and 2 out of 6 report growth of services.
2.
  - a. 3 who added comments reported that external funding through grants or through community partnerships were the reasons they were able to offset increased labour or program costs.
  - a. Only 1 agency responded that the service was no longer available in the community.
3. Services that exist in Richmond focus on a number of special populations which include:
  - a. Children, families, immigrants/refugees, seniors, homeless, people with addictions, people with disabilities, people with mental illness
4. 3 of the 14 agencies identified removing or reducing programs or services reported impacting families, people with disabilities, seniors, people with mental illness and immigrants/refugees
5. 12 out of 14 are planning for an increased demand for services
  - a. 6 out of the 12 added staff to existing programs
  - b. 4 out of the 12 identified adding new programs
  - c. 3 out of 12 identified adding additional space
  - d. 4 out of 12 reported establishing waitlists
  - e. 1 out of 12 were decreasing service to one client group to meet the demand of another client group
  - f. 1 out of 12 identified using practicum students to meet the demand
  - g. 1 out of 12 identified changing service delivery model from individual to group based services



6. In response to the question regarding the impact of the current economic environment agencies listed the following:
  - a. 12 of 14 report that the current economic environment is impacting service delivery
  - b. 5 of 12 report direct cuts to funding
  - c. 6 of 12 report increase lobbying efforts to provincial and municipal governments
  - d. 5 of 12 report increased working with partners to leverage funding opportunities
  - e. 7 of 12 report using grants as becoming an alternative in raising funds
  - f. 3 of 12 report shifting resources from one service group to another to meet demands
  - g. 8 of 12 report using fundraising activities to increase operating funds
7. All agencies are planning to making several requests for support
  - a. 11 out of 14 require more staff to support programs and services
  - b. 10 identify funding
  - c. 7 identify require tools or equipment
  - d. 2 identify space needs
8. Agencies are looking to all level of governments, funding bodies i.e., foundations, United Way, grants and private or corporate donors

## Appendix B Community Table / Committee Inventory

Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health, Seniors
Richmond Child Care Alliance	Promotes the development and delivery of quality child care and education services	Caring Place 6:30 - 8:30 p.m. last Tuesday of each month	Marcia McKenzie	<a href="mailto:mmackenzie@volunteerrichmond.ca">mmackenzie@volunteerrichmond.ca</a>	Children
Richmond Advisory Council on Perinatal Issues	To provide the advisory council input on perinatal issues	Depends on the need	Kathy Hydamaka, PHN, Program Leader, Healthy Babies and Families	Community and Family Health, 8100 Granville Ave, Richmond BC Tel 604 233-3121	Children
Richmond Autism Interagency Committee (RAIC)	Will serve as a networking and information-sharing platform for professionals and community members working and/or living with children with Autism Spectrum Disorder.	RSCL Boardroom 12:30 - 2:00 p.m. 1st Tuesday of each month	Liaesa Brownridge	<a href="mailto:lbrownridge@rscl.org">lbrownridge@rscl.org</a>	Children
Richmond Child Care Development Advisory Committee (RCCDAC)	Provides advice and recommendations to Richmond City Council regarding the planning and development of quality child care	City Hall 7:00 - 9:00 p.m. 1st Tuesday of each Month	Coralys Cuthbert	<a href="mailto:ccuthbert@richmond.ca">ccuthbert@richmond.ca</a>	Children

Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health, Seniors
Richmond Child Care Training Committee (RCCTC)	Facilitates professional development opportunities for the child care community, works in partnership with the child care community to develop, facilitate and offer professional development opportunities for child care providers and, will provide leadership to organizations in Richmond seeking to provide professional development for the child care community.	South Arm Community Centre 1st Tuesday of each month	Joyce Branscombe	<a href="mailto:joyceab@shaw.ca">joyceab@shaw.ca</a>	Children
Richmond Early Intervention Network (REIN):	promotes sharing of ideas and resources as well as collaboration between early years service providers within the community	Caring Place 12:30 -2 p.m. 2nd Wednesday alternating months	Judit Spence	<a href="mailto:Judit.Spence@bc-cfa.org">Judit.Spence@bc-cfa.org</a>	Children
Richmond Infant Development Program Local Advisory Committee	An advisory body established to guide and support the IDP agency and staff in the delivery of the Infant Development Program. The IDP is accountable to the community through its LAC	Caring Place 3:30 - 5:00 p.m. 3 times per year	Annie Hung IDP Coordinator	<a href="mailto:ahung@rscl.org">ahung@rscl.org</a>	Children
Richmond Supported Child Development Program Local Advisory Committee	An advisory body established to guide and support the SCDP agency and staff in the delivery of the Supported Child Development Program. The SCDP is accountable to the community through its LAC	Caring Place 9:30 - 11:30 a.m. Mondays 3-4 times per year	Carrie McLellan-Haqq SCDP Coordinator	<a href="mailto:cmclellan@rscl.org">cmclellan@rscl.org</a>	Children

Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health, Seniors
Safer Relationships, Safer Children	To provide oversight and direction to the Richmond Pilot Project, which is part of the provincial project to implement Recommendation #1 of Action Plan prepared by Provincial Office of Domestic Violence (PODV). Goal is to develop adult health care and child service systems that promote child safety/family wellbeing in families affected by untreated mental illness, problematic substance use and/or domestic violence.	As required	Sonja Sinclair	<a href="mailto:sonja.sinclair@vch.ca">sonja.sinclair@vch.ca</a> or 604-612-2193	Children
RCCY <b>CNCL - 200</b>	1.1 To foster a collaborative leadership role in facilitating and coordinating care and services seamlessly across child & youth* services in Richmond. 1.2 The mandate for services defined as “youth services” may differ across agencies. Some agencies serve youth up to age 19 years as youth, and others up to the 24 years. Members will participate in committee initiatives as appropriate with their service delivery mandate	Every second month on the third Tuesday	Richard Dubras	<a href="mailto:rick@richmondaddictions.ca">rick@richmondaddictions.ca</a> or 604-270-9220	Children, Youth
Richmond Learning and the Brain Conference Organizing Committee	To organize an annual educational event to the residents in Richmond School District	Monthly	Sarah Loat, Richmond School District	Tel 604 233 0521 Email: <a href="mailto:sloat@sd38.bc.ca">sloat@sd38.bc.ca</a>	Children, Youth

<b>Community Tables/Committees</b>	<b>Mandate</b>	<b>Meeting Schedule</b>	<b>Key Contacts</b>	<b>Contact Info</b>	<b>Topic ie. Child Care, Health, Seniors</b>
The Richmond Public Agency Partners Group includes Vancouver Coastal Health Richmond; City of Richmond; Richmond School District; Ministry of Children and Family Development; and the RCMP.	Increase coherence amongst the five major public agencies in Richmond in promoting the physical, mental, social and emotional wellness of children and youth in our community. Commit to use an asset development philosophy. Support the PAPC to the children and youth of Richmond	3 times per year	James Lu, Richmond Health Services	james.lu@vch.ca	Children, Youth
Richmond Community Action Team	group of local service providers who meet to increase awareness and education on the issue of sexual exploitation of children and youth	approx 6-8 times a year	Kate Rudelier, Youth Services Coordinator	<a href="mailto:Kate.Rudelier@richmond.ca">Kate.Rudelier@richmond.ca</a>	Children, Youth
Supporting Families With Parental MH and/or Addictions Committee	The program aims ultimately to foster a family-centered approach to service delivery at Richmond Mental Health and Addictions. It aims to provide parents dealing with mental illness or addictions relevant insight into their condition, and tools and strategies for successful parenting. For children and youth, Supporting Families provides information on disorders, access to services and access to others going through the same thing. Rather than focusing on the disorder itself, Supporting Families functions as a resiliency-building program to help children and families cope with disorders.	Monthly 3rd Thursdays	Roz Walls	604-732-0710 or 604-270-9220	Children, Youth and Families

Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health, Seniors
Richmond Transition Committee for students with disabilities	Richmond Transition Committee for Students with Disabilities				Youth
YCD Network	To build capacity across the system of services and supports in British Columbia to address youth and families affected by youth concurrent mental health and substance use problems.	Quarterly	Richard Dubras	<a href="mailto:rick@richmondaddictions.ca">rick@richmondaddictions.ca</a> or 604-270-9220	Youth
Youth Network	anyone who works with youth is welcome	every three months	Deb Brow	<a href="mailto:debbis.brow@vch.ca">debbis.brow@vch.ca</a>	Youth
Advisory Design Panel	To look at universal accessibility and environmental features and all issues of urban designs in building permit applications	Every second week on Wednesday at Richmond City Hall	Diana Nikolic	604-276-4040	Disability
Community Living Leadership Network Meeting	A group of agencies providing services to people with developmental disabilities in Richmond. Collaborative education/training is the focus (there is an educational speaker every meeting and info sharing of common ideas, interests, issues).	4-6 times/year	Donna Cain, Chair: Carolyn Koehle, Bethesda	<a href="mailto:dcain@develop.bc.ca">dcain@develop.bc.ca</a> <a href="mailto:richmondhome@bethesdaabc.com">richmondhome@bethesdaabc.com</a>	Disability
Richmond Arthritis Support Group	To educate and support persons in the community with various forms of arthritis	3rd Thursday of each month	Joan Lu, Facilitator	604-271-2915	Health and Well-Being

Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health, Seniors
Community Living BC (CLBC) Community Council	To ensure self-advocates, families, community members and service providers play a major role in achieving CLBC's vision of fostering good lives in welcoming communities	Monthly meeting at Richmond CLBC Office, usually on third Tuesday of the month	Chair: Ruth Shannon	<a href="mailto:prshannon@telus.net">prshannon@telus.net</a>	Health and Well-Being
Community Meals Round Table		3/year	Alex Nixon		Health and Well-Being
Fetal Alcohol Syndrome FASD round table	a community initiative that builds FASD awareness through preventive education	Touchstone Family Association 1:00 - 2:30 p.m. 3rd Thursday(4 times/year)	Cheryl Penner	<a href="mailto:cpenner@touchfam.ca">cpenner@touchfam.ca</a>	Health and Well-Being
Film Partnership					Health and Well-Being
Gilwest Clinic Community Advisory Group	The Mandate of the Community Advisory Group to the Gilwest Clinic is to support the Clinic's vision and goals. The Clinic's Goal is to promote, protect and maintain the health of the population of Richmond by providing prevention and treatment services for Hepatitis C and HIV/AIDS care.	Three scheduled meetings per year (January, April, September)	Kim Bourhill, Program Leader - Communicable Disease and Early Childhood Program	<a href="mailto:kim.bourhill@vch.ca">kim.bourhill@vch.ca</a>	Health and Well-Being

Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health, Seniors
MHACC	The Senior Executive Team of Vancouver Coastal Health (VCH) has established a Mental Health and Addictions Coordinating Committee (MHACC) to address issues related to the regional coordination of strategic direction, access, capacity, people/patient flow and sustainability. Working together with the VCH MHACC, the Mental Health and Addictions Coordinating Committee—Richmond (MHACCR) will be responsible and accountable for ensuring and guiding an integrated approach to the implementation of mental health and addictions strategic directions in Richmond. These strategic directions, and subsequent initiatives, will be part of the annual Richmond mental health and addictions service plans.	Quarterly	Natalie McCarthy, Director Mental Health and Addictions, Residential Care	<a href="mailto:natalie.mccarthy@vch.ca">natalie.mccarthy@vch.ca</a>	Health and Well-Being
RCSAC AMH Task Group	Creating/implementing Gap Analysis Report on Addictions and Mental Health. Includes consumers - works on projects that emerge from the RCSAC work plan that relate to AMH ie. distribution and implementation of the Gaps report.	as required	Brenda Plant	<a href="mailto:bpplant@turningpointrecovery.com">bpplant@turningpointrecovery.com</a>	Health and Well-Being
Richmond Caring Place Tenants Council	To discuss issues related to tenant occupancy and to make recommendations to the Operating Committee and Richmond Caring Place Society Board of Directors	Quarterly	Sandy McIntosh, Administrative Manager, Richmond Caring Place Society	Tel 604 279-7000 email: <a href="mailto:admin.caringplace@shaw.ca">admin.caringplace@shaw.ca</a>	Health and Well-Being
Richmond Community Peace Labyrinth	to provide a spiritual tool to the Richmond community to assist people with health problems, grief issues, to calm the mind and find peace and comfort	meets as necessary to maintain and promote the	Pastor, Margaret Cornish, St Albans Church	604-278-2770	Health and Well-Being



Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health, Seniors
		labyrinth			
Richmond Falls Prevention Network	The Richmond Falls Prevention Network has membership from City of Richmond, Vancouver Coastal Health Richmond, Richmond Fire Rescue, community based organizations, that focus on identifying and preventing the cause of falls in our community. The Richmond Vial of Life sub committee came out of RFPN and once they implemented. VRIS has now come back under RFPN as a regular agenda item	Monthly 3rd Tuesday 9:30 - 11:00 am	Rishma Dhalla, Vancouver Coastal Health	Tel. 604-233-3208 Fax 604-233-3198 Rishma.dhalla@vch.ca	Health and Well-Being
Richmond Family Violence Prevention Network	Through collaboration, implement initiatives and enhance system responsiveness that improve the quality of services available in the community that lead to a reduction and prevention of family violence.	Bi-Monthly 4th Tuesday 1000-1200	Belinda Boyd, Vancouver Coastal Health Richmond	Tel: 604-244-5101 Fax: 604-244-5222 belinda.boyd@vch.ca	Health and Well-Being
Richmond Food Security Action Team	share information about food security activities and issues coming up in Richmond, to create working groups to address specific issues or develop informational/research materials, and to connect different service providers and their clients to services outside their capacity or jurisdiction.	every third Thursday of the month	Colin Dring	Tel: 604 244 7377 Email: director@richmondfoodscurity.org	Health and Well-Being
Richmond Intercultural Advisory Committee	To enhance intercultural harmony and strengthen intercultural co-operation in Richmond.	Monthly meeting at Richmond City	City Liaison: Alan Hill	ahill@richmond.ca	Health and Well-Being

Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health, Seniors
		Hall			
Richmond Literacy Now Committee	To discuss strategy and progress in our goals to connect the community to literacy initiatives. We aim to outreach to new immigrants, youth, seniors, and disadvantaged individuals. Through our goals, we assist them to be more active participants in society by developing competencies in a broad range of life skills	monthly	Marg Dixon, Richmond School Board 604-668-6191	604 668 6191	Health and Well-Being
Richmond Orchestra and Chorus	To be leaders in music education and training for musicians in the Richmond community and to strive for excellence in concert performance. To create an environment to share talent, services, resources within the Richmond Community	concerts 5 – 6 times per year at various church venues in Richmond	Paul Daffour	604-276-2747	Health and Well-Being
Richmond VIAL of Life Committee	To educate the public on VIAL program and connect clients with the VIAL program	Quarterly	Belinda Boyd	<a href="mailto:belinda.boyd@vch.ca">belinda.boyd@vch.ca</a>	Health and Well-Being
The Gambling Steering Committee in Richmond	To network and strategize around issues that are concerning problem gambling in the City of Richmond	Quarterly	Richard Dubras	<a href="mailto:rick@richmondaddictions.ca">rick@richmondaddictions.ca</a> or 604-270-9220	Health and Well-Being
Affiliation of Multicultural Societies and Services Agencies in	Provides support for immigrant serving agencies and their programs including settlement services, information on upcoming events such as the Multicultural Health Fair, AMSSA website provides settlement staff with useful information on community resources for the delivery of	Monthly	Wendy McCulloch, Program Director AMSSA	Tel: 604-718-2780 or 1-888-355-5560 Fax: 604-298-0747	Immigrant Services

Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health, Seniors
BC (AMISSA)	settlement services provides a variety of publications and resources that are related to the delivery of settlement.				
Richmond Settlement & Integration Service Partners Co-ordinating Committee	To provide settlement services co-ordination & collaboration among service partners within the funding contract	Quarterly	Francis Li, Centre Manager, SUCCESS Rmd Service Centre	604-279-7184 Email: francis.li@success.bc.ca	Immigrant Services
Settlement Workers In School Advisory Committee.	To provide advice to Richmond School Board on the delivery of SWIS program in the school district.	Twice/Year	Marilyn Turbull, Principal, McKay Elementary School	64 668 6470, email: mturnbull@sd38.bc.ca	Immigrant Services
Welcoming Community Project Advisory Committee	To provide advice to the Host Organization (RMCS) on the involving the community organizations (both profit or non-profit) to support newcomer's integration in the community.	Depends on the need	Stefanie Johnston, Communications Specialist, RMCS	P: 604.248.0433 F: 604.248.0434	Immigrant Services
Metro Vancouver Living Wage Committee municipality sub-committee	The Living Wage for Families Campaign raises awareness about the negative impact of low-wage poverty on families and communities in Metro Vancouver, advocating that the key solution to low-wage poverty is to pay families a living wage – enough to cover basic living expenses such as food, clothing, shelter, transportation and child care. The 2013 living wage rate for Metro Vancouver is \$19.62/hour.	Bi-monthly (Jan, Mar, etc) 3rd Monday 3-4 pm Family Services of Greater Vancouver, Vancouver	De Whalen	<a href="mailto:de_whelen@hotmail.com">de_whelen@hotmail.com</a> or 604.230.3158	Poverty (Reduction)

Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health, Seniors
		office			
Richmond Homelessness Coalition (RHC) - Homes for All	<p>Drop In Centre sees an increase in visitors/guests, outreach workers, service providers are providing guests with access to info, services, housing and referrals on a regular basis. The Drop In Centre is a point of entry for many homeless &amp; precariously housed to services in Richmond. Rental Connect an on-going initiative to connect landlords with prospective tenants. The group planning for the next phases of the initiative, will focus on continued program development and implementation. Homeless Connect an annual one-day event to connect individuals experiencing homelessness with services &amp; supports. Service and supports continue to be provided thru the year at the Drop In Centre. Business Community Engagement will include a series of initiatives and relationship building opportunities with the local business community to increase awareness, support and engagement in homelessness and affordable housing issues. Research and Development is an on-going initiative, which both supports the RHC working groups and gathers information from the working groups and the on-going communications and work of the RHC community stakeholder table. Women's Supportive Housing Working Group is continuing to work on the development of our concept plan and feasibility study. Several models for</p>	At City Hall monthly	Dena Kae Beno, Brenda Plant	<a href="mailto:bpplant@turningpointtrecovery.com">bpplant@turningpointtrecovery.com</a>	Poverty

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Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health, Seniors
	operation are being explored.				
Richmond Poverty Response Cmtee (PRC)	A coalition of Richmond residents and agencies working together to reduce poverty and the impacts of poverty with research projects and public education. Includes PRC Transportation Task Force	monthly	De Whalen	<a href="mailto:info@richmondprc.org">info@richmondprc.org</a>	Poverty
Rmd Seniors Network	Supports the vision of the United Way of the Lower Mainland (UWLM) seniors' priority area in the City of Richmond: "Seniors Staying Strong- Helping Seniors Stay Independent and Engaged in Community and, by seniors for seniors."	monthly	Louise Young	<a href="mailto:richmondseniorsnetwork@shaw.ca">richmondseniorsnetwork@shaw.ca</a>	Seniors

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**RCSAC** | **Richmond Community Services  
Advisory Committee**

## ***Membership and Budget Information***

## RCSAC Membership 2013

Organization	Representative(s)
Avia Employment Centres	Brandon Gorin
Pacific Community Resource Services	Kay Sarai
BC Responsible and Problem Gambling	Jenn Fancy de Mena
Boys and Girls Club of South Coast BC	Jason Lee
Canadian Mental Health Association (Richmond)	Dave MacDonald
CHIMO Crisis Services	Lisa Westermarck
City Appointee	Richard Lee
City Appointee	Hamid Ghanbari
City Liaison (Non-Voting Member)	Lesley Sherlock
Council Liaison (Non-Voting Member)	Linda McPhail
Developmental Disabilities Association	Danielle White /Donna Cain
Family Services of Greater Vancouver	Lisa Whittaker
Heart of Richmond AIDS Society	Brian Wardley
Individual Member	Jennifer Larsen
RCMP Richmond	Heather Hall
Richmond Addictions Services Society	Rick Dubras, (Co-Chair)
Richmond Caring Place Society	Sandy McIntosh
Richmond Children First	Helen Davidson
Richmond Centre for Disability	Ella Huang/Eileen Kalshoven
Richmond Family and Youth Court Committee	MaryAnne Schulz
Richmond Family Place Society	Kim Winchell
Richmond Food Bank Society	Margaret Hewlett/Alex Nixon
Richmond Food Security Society	Colin Dring
Richmond Mental Health Consumer & Friends Society	Barb Bawlf
Richmond Multicultural Community Services	Parm Grewal
Richmond Poverty Response Committee	Lynda Brummitt
Richmond School District #38	Monica Pamer
Richmond Seniors Advisory Committee	Corisande Percival-Smith
Richmond Society for Community Living	Janice Barr
Richmond Therapeutic Equestrian Society	Frances Clark
Richmond Women's Resource Centre	De Whalen/Florence Yau
Richmond Youth Service Agency	Daylene Marshall
Salvation Army (Richmond)	Brad Smith
S.U.C.C.E.S.S.	Francis Li
Touchstone Family Services	Judy Valsonis
Turning Point Recovery Society	Brenda L. Plant
Vancouver Coastal Health	Belinda Boyd
Volunteer Richmond Information Services	Elizabeth Specht /Jocelyn Wong

# RCSAC Financial Report and Statement as of November 14<sup>th</sup>, 2013

## RCSAC Annual Report

	BUDGET	January	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec*	Annual Total
<b>Revenue</b>														
Carry Over	\$3,600.00	\$5,044.66												\$5,044.66
Membership Dues	\$1,200.00			\$1,000.00	\$365.00		\$100.00			\$170.00				\$1,635.00
Richmond Grant	\$11,000.00			\$11,000.00										\$11,000.00
Bank Interest	\$10.00	\$0.11	\$0.09	\$0.40	\$0.56	\$0.55	\$0.50	\$0.50	\$0.49	\$0.45	\$0.43	\$0.24	\$0.24	\$4.56
Sponsorship	\$350.00													

**Total Revenue** \$16,160.00 \$5,044.77 \$0.09 \$12,000.40 \$365.56 \$0.55 \$100.50 \$0.50 \$0.49 \$170.45 \$0.43 \$0.24 \$0.24 **\$17,684.22**

## Expenses

Admin Assistant	\$10,000.00	\$770.33	\$753.94	\$803.11	770.33	\$458.92	453.94	\$0.00	\$344.19	786.72	\$737.55	\$852.28	\$850.00	\$7,581.31
Admin Expenses	\$500.00				\$1.89			\$18.83				\$22.40		\$543.12
Meetings/Forum	\$1,500.00		\$124.71	\$124.71	\$249.42	\$93.98	\$93.98			\$93.98	\$93.98		\$250.00	\$2,624.76
Website + IT	\$1,000.00	\$328.16	\$67.20	\$67.20	\$462.56	\$63.00	\$246.75	\$63.00	\$67.16	\$67.16	\$67.16	\$67.16	\$67.16	\$2,633.67
Volunteer Appreciation	\$500.00											\$169.99		\$169.99
Post Office Box Renewal	\$157.00							\$157.50						\$314.50
Website Training	\$500.00													

Sub Committees \$2,000.00 \$299.45 \$183.48

Youth - Carry over from 2011

**Total Expenses** **\$16,157.00** \$1,098.49 \$945.85 \$995.02 \$1,484.20 \$615.90 \$794.67 \$239.33 \$411.35 \$1,247.31 \$1,082.17 \$1,111.83 \$1,167.16 **\$11,193.28**

## Balance (surplus/defecit)

**\$6,490.94**  
Surplus  
\* projected

Respectfully Submitted by:

Co-Chairs, Rick Dubras and Lisa Whittaker



## 2014 RCSAC Budget

<b>Balance Projected to be brought Forward December 31, 2013</b>	
	\$6,490.94
<b>Revenue</b>	
City of Richmond	\$11,000.00
Membership Dues	\$ 1,400.00
Bank Interest	\$ 5.00
Sponsorship	
<b>Total Revenue</b>	<b>\$19,068.33</b>
<b>Expenses</b>	
Admin Assistant	\$10,450.00
Admin Expenses	\$200.00
Forums/Meetings	\$1,000.00
Website + IT	\$1,500.00
Website Training/Calendar	\$500.00
Post Box Renewal	\$158.00
Volunteer Appreciation	\$250.00
Sub Committee/printing/events	\$5,000.00
<b>Total Expenses</b>	<b>\$19,058.00</b>
<b>Total Balance</b>	<b>\$10.33</b>



**RCSAC**

**Richmond Community Services  
Advisory Committee**

## ***2014 Work Plan***

## 2014 RCSAC Work Plan

For the 2014 year the RCSAC has chosen to continue to link its annual work plan initiatives to the Richmond City 2011-2014 Council Term Goals. The 2014 Work Plan is designed to provide Council with advice to support Council's Goal Statement for Community Social Services:

*To develop and implement an updated social services strategy that clearly articulates and communicates the City's roles, priorities and limitations with respect to social services issues and needs.*

Within this goal statement, the RCSAC will focus on providing advice on Council's following priorities that are scheduled for implementation in 2014.

It is understood that the Council Term Goals will be revisited from time to time. The RCSAC will take the opportunity to review this plan in conjunction with any revisions to the Council Term Goals. In addition, The RCSAC considers this plan to be a working document that will also be modified to include topics and projects that are timely for review and implementation during the 2014 year.

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### Council Term Goal 2.1

**Completion of the development and implementation of a clear City social services strategy that articulates the City's role, priorities and policies, as well as ensures these are effectively communicated to our advisory committees, community partners, and the public in order to appropriately target resources and help manage expectations.**

#### Objectives:

- To advise City Council on the implementation plans of the Social Development Strategy.
- In conjunction with City Staff and Council, establish methods for ongoing identification of service needs based on feedback of RCSAC members and the ongoing utilization of these services.

#### Actions:

- Presentation to RCSAC on Social Development Strategy implementation.
- RCSAC review Social Development Strategy implementation plan and form Task groups as needed.
- Determine the need for further service gaps analysis in service areas additional to Addictions and Mental Health.
- Build on success of Mental Health and Addiction services wallet card. Determine potential need for other similar service cards in the community.
- Continue to implement RCSAC Community Social Services Survey. Identify to Council changes in social service programs and corresponding funding structures that will have impact to the city of Richmond
- Complete a multi-year analysis of Community Social Services Survey results
- Support initiatives that reduce barriers to accessing services

**Outcomes/Indicators of Success:**

- Appropriate action teams formed around pertinent elements of Social Development Strategy implementation as required.
  - Community Social Services Survey and Report Completed
  - Communication Tools to Council
  - Final report on successful actions completed
- 

**Council Term Goal 2.2**

**Completion of an updated Older Adults Service Plan to address the growing needs of older adults in the community, including services and facilities for active older adults, the development of a volunteer base to serve the older adult population, as well as to provide opportunities for volunteering for this population.**

To be included after further information received by Council in 2014.

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**Council Term Goal 2.3**

**Clarification of the City's role with respect to providing or facilitating the securing of space for non-profit groups.**

**Objectives:**

- The RCSAC continues to be active in working with the City to identify changes in space needs by non-profit societies within Richmond

**Actions:**

- Form action group as required
- Action group to build on previous work which included a review of:
  - Space Needs Survey (2008)
  - Richmond 101 (2009)
  - Redraft of Space Needs Survey (2009)
  - 3 step process proposed by City but was felt to be too cumbersome (2010)
  - Letter sent to Mayor and Council requesting an implementation strategy to allow for the creation of community service space for non-profits (2010)
  - Information on use of School Gym Space initiative, City Centre Strategy, potential use of Neighbourhood Learning Centre space
- Reports to RCSAC as needed
- Communication Tools to Council

**Outcomes/Indicators of Success:**

- Action team formed
- Communication Tool to Council
- Final report on successful outcomes completed

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#### **Council Term Goal 2.4**

**Initiation of a strategic discussion and ongoing dialogue with the City's MLAs and MPs to ensure better representation of Richmond's needs in Victoria and Ottawa for social services issues and the related effects of downloading.**

##### **Objectives:**

- To provide Council with information re: impact of provincial and federal funding decisions on social services agencies

##### **Actions:**

- Completion of annual Community Social Services Survey and Report – provide information to Council on provincial and federal funding decisions that may affect the delivery of social services in Richmond
- Completion of multi-year analysis of Community Social Services Survey
- Membership will submit Communication Tools regarding changes in relationships with federal and provincial government
- MLA Information Session

##### **Outcomes/Indicators of Success:**

- Communication Tools submitted as necessary
- Community Social Services survey completed and report submitted to Council
- Final report on successful outcomes completed

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#### **Council Term Goal 2.5**

**Development of a clearer definition of affordable housing priorities and subsequent utilization of affordable housing funding.**

##### **Objective:**

- Continue to support the implementation of an Affordable Housing Strategy
- Support implementation of Affordable Housing Program 2014-2018

##### **Actions:**

- Work collaboratively with Richmond Homeless Coalition – Homes for All, Richmond housing organizations, advocates and the City to identify and highlight affordable and supportive housing needs and projects in Richmond.
- Work collaboratively with Richmond housing organizations and advocates to craft regular communication, which highlights housing needs and projects, to city staff and Council

**Outcomes/Indicators of Success:**

- Action Team formed as required
  - Communication Tool to Council as required
  - Regular updates presented to RCSAC General Committee meeting
  - Final report on successful outcomes completed
- 

**Council Term Goal 2.6**

**Development of an updated youth strategy to address the needs and to build on the assets of youth in the community.**

**Objective:**

- To provide input and support into the development of the Youth Strategy.
- To continue to support and ensure updating of the RCSAC Youth web page to provide a one-stop access for activities and events of interest to youth in the City of Richmond.

**Actions:**

- Continue to work with existing youth committees
- Provide input on youth strategy
- Engage youth volunteer to ensure youth web page is regularly updated
- Communication Tools to Council as required

**Objectives/Indicators of Success:**

- Input provided to youth strategy
  - Youth volunteer engaged and youth website page completed and regularly updated
  - Communication Tools developed
  - Final report on successful outcomes completed
- 

**Council Term Goal 7.2**

**Develop a plan to ensure the provision of public facilities and services keeps up with the rate of growth and changing demographics of the community (families, older adults, increasing cultural diversity), particularly in the City Centre.**

**Objectives:**

- The RCSAC continues to support and work with the Richmond Children First committee on their City Centre Early Childhood Development Report
- The RCSAC to receive reports and provide feedback as part of the City's public consultation on needs when determining plans for the new Aquatic and Older Adult Centre and any other community amenity.
- Supporting the City's 2014 Community Needs Assessment

**Actions:**

- RCSAC to continue to follow Communications Tool sent to Council on City Centre Report
- Reports from Children's First on progression of report recommendations
- Presentations from the City's representatives on the new Aquatic / Older Adult Centre planning and the 2014 Community Needs Assessment.

**Outcomes/Indicators of Success:**

- Regular reports at RCSAC
  - Feedback from Council on submitted Communication Tool
  - Final report on successful actions completed
- 

**Council Term Goal 8.2**

**Continue to advocate for a coordinated regional approach to enhance local food security for Richmond and the region through policy development initiatives such as community farms.**

**Objectives:**

- The RCSAC will examine issues of food security and its inter-relation to community and social services in Richmond (e.g. intersection of food with physical and mental health, disease prevention, emergency food relief)
- Support the City as it advocates for a coordinated regional approach to enhance local food security
- Support the development of a food charter for the City of Richmond

**Actions:**

- RCSAC members to have a presentation on Food Charter for City of Richmond
- Action teams formed as necessary to meet objectives
- Potential gaps analysis undertaken
- Communication Tool developed for Council

**Outcomes/Indicators of Success:**

- Presentation from Richmond Food Security on final Food Charter
  - Action team formed
  - Communication Tools to Council completed as needed
  - Final report on successful actions completed
-

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## **Additional RCSAC Work Plan Activities**

### **Objectives:**

- To increase connections within RCSAC members
- To increase information RCSAC members can access to plan and promote social service events and activities
- To review membership of the RCSAC committee and invite organizations providing social services in the Richmond community to join the committee.
- To increase administrative efficiency for RCSAC

### **Activities:**

- Maintain Community Table/Committee Inventory and provide update to Council in 2014 final report
- Create members log-in section on RCSAC website so members can access minutes, agendas, reports etc.
- Support on-going updates to website
- Form action team to review membership of RCSAC and determine organizations to receive invitation to learn more about the RCSAC.

### **Outcomes/Indicators of Success**

- Members only log- in page created
  - Website utilization continues to be increased
  - Increased number of events and program information posted to website
  - Potential new memberships joining the RCSAC
  - Final report on successful outcomes completed
-





# City of Richmond

## Report to Committee

**To:** Planning Committee  
**From:** Cathryn Volkering Carlile  
General Manager, Community Services  
**Date:** December 18, 2013  
**File:** 01-0100-20-RIAD-01  
**Re:** RIAC 2013 Annual Report and 2014 Work Program

### Staff Recommendation

That the Richmond Intercultural Advisory Committee: 2013 Annual Report and 2014 Work Program (Attachment 1) be approved.

Cathryn Volkering Carlile  
General Manager, Community Services  
(604-276-4068)

Att. 1

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 
APPROVED BY CAO 	

## **Staff Report**

### **Origin**

This report presents the Richmond Intercultural Advisory Committee (RIAC) 2013 Annual Report to Council, describing RIAC activities and accomplishments for the year 2013, and the proposed RIAC 2014 Work Program and Budget (Attachment 1)

### **Findings of Fact**

1. RIAC 2013 Annual Report: The highlights of the RIAC 2013 activities are described in Attachment 1.
2. Proposed RIAC 2014 Work Program/Budget: The proposed RIAC 2014 Work Program and Budget are also described in Attachment 1.

### **Analysis**

#### **1. 2013 Annual Report**

Highlights of RIAC's activities for 2013, as summarised in the Annual Report, include:

- The development and launch of the first edition of a Punjabi language version of the Richmond Newcomers Guide.
- The co-organizing and hosting of a National Aboriginal Day event which brought different communities together to celebrate Aboriginal culture.
- The implementation of multicultural and intergenerational community dialogues on attitudes towards diversity.
- Provision of input on the City of Richmond Social Development Strategy.
- Partnering with Richmond Museum and faith groups on a multicultural interfaith dialogue.

#### **2. Proposed 2014 Work Program**

RIAC has identified four strategic directions from the "2012 – 2015 Richmond Intercultural Strategic Plan and Work Program", and specific initiatives pertaining to each to implement in 2014. Planned initiatives include:

- The revising and updating of all four language versions of the Richmond Newcomers Guide and identification of future funding sources for new editions.
- Partnering with SD38 and non-profit agencies to design and implement a National Aboriginal Day event for 2014.

- Work to promote the City of Richmond Intercultural vision across all City work teams and work with City staff to maximize this vision within the development of arts and cultural and recreation programming.
- Promote civic engagement education with new immigrant groups and assist in designing a project aimed at building links and understanding between neighbours.
- Assist with the implementation and feedback on the City of Richmond Social Development Strategy as and when required.

Staff will support the RIAC 2014 Work Program as City policies, work programs, time and resources permit.

### **Financial Impact**

The RIAC budget for 2014 is \$2,500.

### **Conclusion**

RIAC's 2014 Work Program presents steps to further achieve the Council approved vision for intercultural life in the City, "for Richmond to be the most welcoming, inclusive and harmonious community in Canada".

Staff recommend that the Richmond Intercultural Advisory Committee: 2013 Annual Report and 2014 Work Program (Attachment 1) be approved.



Alan Hill  
Cultural Diversity Coordinator  
(604-276-4391)

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**Richmond Intercultural Advisory Committee**

**2013 Annual Report  
2014 Work Program and Budget**

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**1. INTRODUCTION**

Richmond City Council established the Richmond Intercultural Advisory Committee (RIAC) in February 2002 to assist the City in working towards its Corporate Vision of making Richmond the “most appealing, liveable, and well-managed city in Canada”. The mandate of RIAC, as outlined in its Terms of Reference, is to “enhance intercultural harmony and strengthen intercultural co-operation in Richmond”. In 2013 the RIAC continued to work to achieve its goals as laid out in the 2012 - 2015 Richmond Intercultural Strategic Plan and Work Program.

Throughout 2013, the Committee invited guest speakers to present on current intercultural issues in our city as well as organized events and activities with the aim of assisting diverse cultures in integrating and assisting communication between communities and City of Richmond staff and elected officials.

Newly appointed members, who replaced the outgoing members, were welcomed and the collaboration between the new and the continuing members made 2013 a successful year.

In keeping with the committee’s rotational system, Chairs and Vice-Chairs were elected in January 2013 for six-month terms.

**2. RIAC’s 2013 ACTIVITIES**

**2.1 Guest Speakers**

**2.1.1 February Guest Speaker**

**John Foster- Manager, Community Social Development, City of Richmond**

Mr. Foster gave a presentation on the draft City of Richmond Social Development Strategy and asked for feedback from the Committee. The Social Development Strategy, once adopted will be the major document to direct the social development agenda at the City and the City’s relationship with its community partners in relation to social service provision.

**2.1.2 March Guest Speakers**

**Kerry Starchuk and Anne Meridyan**

Two community members presented to RIAC on issues around signage and language in Richmond and their personal impressions of there being too many Chinese language signs in the City.

### **2.1.3 May Guest Speakers**

#### **Nan Capogna and Lyn Chen – Richmond Art Gallery**

Two speakers from Richmond Art Gallery presented to RIAC on the outreach taking place at the Richmond Art Gallery to connect with and engage Richmond's diverse demographic. The Committee gave feedback and were invited to hold a future meeting in the gallery.

### **2.1.4 October Guest Speaker**

#### **Andrea Arnott- Richmond Multicultural Concerns society (RMCS)**

Andrea described the RMCS 'Welcoming and Inclusive Communities' programs. This program is funded by the Government of British Columbia to create innovative and informed dialogue between newcomers to Canada and more established Canadians. Potential future collaborations and link with the work of RIAC were discussed.

## **2.2 Major Projects for 2013**

### **2.2.1 National Aboriginal Day**

The event was organised by the RIAC Youth Sub-Committee in partnership with SD38, VCH, Pathways Aboriginal Project and the City of Richmond. This year's celebration was the first time that National Aboriginal Day had been held at Richmond City Hall. More detail of the event can be found in the subcommittee report below.

#### **Goals/RIAC objectives:**

- platform for promoting and laying the groundwork for youth involvement in RIAC's cross-community dialogue re: racism and inclusion
- dispelling cultural stereotypes
- programs focusing on commonality
- organization of cultural events
- more intercultural events at community centers and schools

#### **General partner objectives:**

- giving Aboriginal youth a public voice
- raising awareness regarding Aboriginal history in Richmond and SD38
- potential federal funding through Inter-Action, proposal deadline may have passed already
- cultural center booked for June 21
- targeting local SD38 elementary schools

### **2.2.2 Community Dialogue**

The Civic Engagement Committee continued with their work embarked of engaging citizens who normally don't participate in intercultural dialogues or other such events by providing them with an opportunity to express their concerns about how changes to Richmond's cultural dynamic are impacting them.

Building on a 2012 questionnaire intended to 'take the pulse' of Richmond's citizens with respect to diversity and Richmond's evolving cultural composition a day of dialogue was held at South Arm Community Centre on January 19<sup>th</sup> 2013, with sessions in English, Punjabi, Cantonese and Mandarin.

A concluding community forum was then held in May at Richmond City Hall which brought together and was themed around information received from both the questionnaires and the January dialogue. One encouraging factor in this dialogue was the number of youth participants. A full report of the findings of the May forum was subsequently sent as a memo to Mayor and Council.

### **2.2.3 Newcomers' Guide**

A Punjabi version of the Newcomers Guide was produced and launched in December 2013. The launch event was a great success with participation from Punjabi speaking newcomers and the more established Punjabi speaking community in Richmond.

## **3. RIAC SUB-COMMITTEES**

The following sub-committees are actively working on issues pertaining to their areas (please see sub-committee reports below):

- Newcomers Guide
- Civic Engagement/Intercultural Vision and Outreach
- Youth Integration

## **4. RIAC 2014 WORK PROGRAM**

The 2014 work program is based on an extensive evaluation and review of the 2012-2015 RIAC Intercultural Plan, adopted by Council in February 2012. The main focus areas of this new plan are civic engagement and fulfilment of the RIAC intercultural vision and these priorities are reflected in the 2014 Work program.

## **5. RIAC 2014 PROPOSED BUDGET**

RIAC is requesting an operating budget of \$2,500 for 2013. This will cover costs incurred by meetings, forums, interpretation/translation of materials and consultant fees (should these be required) associated with the implementation of the 2013 Work Program.

## **6. ACKNOWLEDGEMENTS**

I would like to take this opportunity to thank all RIAC members who have worked so diligently with great enthusiasm throughout the year, Mayor and Council for their ongoing support and Councillor Derek Dang (RIAC Council Liaison) for attending the meetings and supporting us. I would also like to extend our greatest appreciation to Alan Hill, Staff Liaison, for undertaking extensive work to ensure that committee needs are met and its goals reached.

Prepared by:  
Christopher Chan  
Chair, Richmond Intercultural Advisory Committee  
December 2013

## **RIAC 2013 Membership**

### **Citizen Appointees**

Joe Greenholtz  
Shawkat Hasan  
Diane Jubinville  
Lawrence Lim  
Philip He  
Jamie Hudson (ex Makutra)  
Christopher Chan  
Mohinder Grewal

### **Organizational Representatives**

Diane Bissenden, Vancouver Coastal Health- Richmond  
Shashi Assanand, Ministry of Children & Family Development  
David Purghart, RCMP Richmond Detachment  
Richard Lee, Richmond Community Services Advisory Committee  
Nick Chopra, Richmond Community Services Advisory Committee  
Parm Grewal, Richmond Community Services Advisory Committee  
Aileen Cormack, Richmond Seniors Advisory Committee  
Stephen Le Blanc, Richmond Community Services Advisory Committee  
Viet Vu, Richmond Centre for Disability  
Diane Tijman, School District #38

## **RIAC 2013 SUBCOMMITTEE REPORTS**

### **RIAC - Newcomer's Guide Sub-Committee**

The First Edition of the Newcomers' Guide in Punjabi was launched in December, 2013. Unlike the other 3 Editions that were sponsored by private corporations, the Punjabi Edition was wholly sponsored by the City of Richmond.

Special thanks go to our sub-committee member Mohinder Grewal and his associate Pritpal Garg for their valuable contribution in the translation of the Newcomers' Guide to the Punjabi language. We would also like to thank the City Staff and in particular Alan Hill for assistance in making this Edition possible and for organizing the Punjabi edition launch which was well attended by the Punjabi Community with media coverage provided by OMNI TV.

During the course of 2014 we also monitor any material changes in the other Editions that may require updating in the web-edition to keep it relevant and up to date. For future years, the sub-committee will seek to review the Guide on a regular basis and to publish additional revised versions when funds are available and required.

Lawrence Lim  
Chair, Newcomer's Guide Subcommittee

## **Youth Integration**

The Youth Integration Committee had a busy 2014. The major project for 2014 was the planning and implementation of a National Aboriginal Day event that was held in partnership with Richmond School District, Pathways Aboriginal Centre and Vancouver Coastal Health. It was the first National Aboriginal Day event to be ever held at Richmond City Hall and the City Hall Plaza was full of activity and Richmond residents from all sections of the community.

Diane Jubinville  
Chair, Youth Integration Subcommittee

## **Civic Engagement/Intercultural Vision and Outreach**

The Civic Engagement Committee has continued to work to engage Richmond residents who would normally not participate in intercultural dialogues or other such events by providing them with an opportunity to air their concerns about how changes to Richmond's cultural dynamic are affecting them. The process culminated in a community dialogue in January and a large public forum that was held in Richmond City Hall Council Chambers in May. The resulting findings of this forum were shared with Mayor and Council.

In February RIAC partnered on an Inter-faith with Richmond Museum to celebrate the United Nations 'World Inter-faith Harmony Week'. This event, which was well attended by Richmond's faith communities, was also held in support of the faith related exhibition that was being held in the Museum at that point.

Shawkat Hasan  
Chair, Civic Engagement/Intercultural Vision & Outreach Subcommittee



## RIAC 2013 SUBCOMMITTEES

Committee/RIAC Actions	Members
<p><b>Civic Engagement</b></p> <p><i>Participation in governance:</i></p> <ul style="list-style-type: none"> <li>- Advise RIAC re: research and information</li> <li>- Advise RIAC re: research initiatives</li> <li>- Advise Council as appropriate</li> </ul> <p><i>Information re: rights and responsibilities:</i></p> <ul style="list-style-type: none"> <li>- Advise RIAC and community partners re: existing awareness materials and information campaigns</li> <li>- Advise Council as appropriate</li> </ul>	<ul style="list-style-type: none"> <li>- <b>Shawkat Hasan*</b></li> <li>- Shashi Assanand</li> <li>- Nick Chopra</li> <li>- Lawrence Lim</li> <li>- Jamie Hudson</li> <li>- Joe Greenholtz</li> <li>- Stella Au (Community Volunteer)</li> <li>- Mohinder Grewal</li> </ul>
<p><b>Intercultural Vision and Outreach</b></p> <ul style="list-style-type: none"> <li>- Expand on civic engagement exercise in partnership with community civic groups</li> <li>- Annual meeting with Richmond newcomers</li> <li>- Annual meeting with help providers for newcomers in need in Richmond. Better statistical and evaluation processes will be encouraged.</li> <li>- Promote a more “open door” policy among community religious and ethnic groups</li> <li>- Direct community feedback to Council, recommendations as appropriate</li> </ul>	
<p><b>Newcomer’s Guide</b></p> <ul style="list-style-type: none"> <li>- Continue updating the Newcomers’ Guide</li> <li>- Seek corporate sponsorship and governmental support for translation (e.g., Punjabi, Tagalog)</li> <li>- Seek corporate sponsorship and governmental support for 2<sup>nd</sup> edition of English and Chinese versions</li> <li>- Explore possible role for Volunteer Richmond Information Services (VRIS) and advise Council</li> </ul>	<ul style="list-style-type: none"> <li>- <b>Lawrence Lim*</b></li> <li>- Nick Chopra</li> <li>- Mohinder Grewal</li> </ul>
<p><b>Youth Integration</b></p> <ul style="list-style-type: none"> <li>- Continue to explore opportunities for youth to participate in open and respectful dialogue in a variety of venues</li> <li>- Support and promote access to information that addresses the understanding of intercultural issues in the community</li> <li>- Encourage access to cultural events for youth and their families</li> <li>- Advise Council as appropriate</li> </ul>	<ul style="list-style-type: none"> <li>- <b>Diane Jubinville*</b></li> <li>- Parm Grewal</li> <li>- Lawrence Lim</li> <li>- Diane Bissenden</li> </ul>

**\*Sub Committee Chairs**

## Council Term Goals 2011-2014

This Work Program supports the following Council Term Goals (2011-2014). RIAC will give priority to providing Council with advice regarding the following Council Community Services Goals in 2014. Topics monitored by RIAC are outlined in the table below.

2.1 - Completion of the development and implementation of a clear social service strategy for the City that articulates the City's role, priorities and policies, as well as ensures these are effectively communicated to the public in order to appropriately target resources and help manage expectations.

2.9 - Encourage the development of community volunteer programs and strategies that build a broad, knowledgeable and keen volunteer base and that provide positive and meaningful opportunities for volunteers to utilize their talents while helping to provide important services to the community.

Draft RIAC 2014 Work Program						
Strategy/Initiative	RIAC Actions/Steps	Expected Outcome of RIAC Actions	Indicator of RIAC Success	RIAC Lead/ Sub-cte	Partners	Status
<b>1. Address language and information and cultural barriers.</b>						
1. Encourage civic involvement by actively recruiting and promoting city job opportunities across all sections of the community	Meet with City Human Resources to discuss opportunities for strategies for Job promotion across the Richmond community.	Greater diversity of applicants for City employment from a more representative cross section of the community.	Recruitment and promotion campaign designed and implemented.	Civic Engagement	City HR/ City Corporate Communications	Ongoing
2. Civic education program to encourage greater participation in civic and community life	Meet with civic education groups to identify strategies for the encouragement of newcomers in community and civic life	More new Canadians and underrepresented groups involved in civic and community life	Civic education project identified and implemented	Civic Engagement	Immigrant serving agencies/ Civic education groups	Ongoing

Draft RIAC 2014 Work Program						
Strategy/Initiative	RIAC Actions/Steps	Expected Outcome of RIAC Actions	Indicator of RIAC Success	RIAC Lead/ Sub-cte	Partners	Status
3. The continuing development and updating of the Richmond Newcomers Guides.	Identify future languages for the Guide and funding sources  Identify funding mechanisms for updating existing versions of the Guide	Public empowered and able to make more informed choices conceding their settlement in Richmond.	Newcomers Guides updated and new versions identified and funded if and as required.	Newcomers	Corporate partners/ Immigrant serving agencies.	Ongoing
4. Breakdown language barriers by supporting the City and its partners in their plans to develop clear translation guidelines	Work with City staff to offer ongoing advice and review on translation guidelines for the City	Clear lines of communication between the City and all section of the Richmond community.	City Translation and Interpretation Guidelines developed.	Civic Engagement	City of Richmond Corporate communications	Ongoing
<b>2. Address racism and misconceptions.</b>						
1. Encourage workplaces to consider allowing newcomers to gain Canadian experience through volunteering and job shadowing.	Research and develop 'best practice' examples of volunteering and job shadowing for new immigrants.	New Canadians empowered and gaining work and volunteering experience.	Job shadowing and volunteer work opportunities identified	Civic Engagement	City of Richmond Human Resources/ Immigrant Serving Agencies	
2. Develop, promote and assist with implementation of the "HI Neighbour" project.	Develop a project proposal for the 'Hi Neighbour' project.  Meet with City and partner programming staff to investigate opportunities for the development of a pilot project.	Neighbours connected- newcomers and more established Richmond residents connected around common goals	Project plan developed/ partnership sought.	Civic Engagement	Immigrant serving agencies/RC SAC/ City of Richmond Community Services.	

CNCL 231

**Draft RIAC 2014 Work Program**

<b>Strategy/Initiative</b>	<b>RIAC Actions/Steps</b>	<b>Expected Outcome of RIAC Actions</b>	<b>Indicator of RIAC Success</b>	<b>RIAC Lead/ Sub-cte</b>	<b>Partners</b>	<b>Status</b>
3. Encourage intercultural activities with an emphasis on aboriginal groups and cultures.	Partner with non profit and statutory agencies to develop a National Aboriginal Day celebration for 2014.	Aboriginal culture celebrated and links made between aboriginal and non aboriginal communities	Aboriginal day planned and successfully implemented.	Youth	SD38/ Richmond Youth Service Agency.	
4. Reach out to all city departments and offer support and influence with RIAC mandate.	Intercultural Strategic Plan and 2014 Work Plan distributed to all City departments	Intercultural vision and mandate understand and incorporated across all City Departments	Intercultural Work plans distributed to all City departments.	Civic Engagement	City of Richmond.	
<b>Ensure that City &amp; other governmental and stakeholder systems, policies and planning processes are aligned with the Intercultural Vision</b>						
1. Review application and recruitment processes for City of Richmond employment.	Meet with City Human Resources to discuss recruitment processes at the City of Richmond and how these could be improved.	City recruitment processes inclusive and transparent	Review undertaken of Employment and recruitment processes.	Civic Engagement	City of Richmond Human Resources.	
2. Working with the education system to actively encourage intercultural education and understanding.	Meet with Key SD38 managers to discuss RIAC assistance with intercultural activities and programs.	Attendees in the Public School system actively more aware, understanding and supportive of the City of Richmond Intercultural Vision.	Practical actions identified and implemented to encourage intercultural education and understanding in the public school system in Richmond.	Youth	SD38	
3. Informed outreach to immigrant communities and visible minorities	Work with community partners to develop outreach strategies to immigrant communities	Immigrants connected – lines of communication secured with underrepresented communities.	Outreach strategies planned and partnerships identified and developed.	Civic Engagement	City of Richmond Community Services/ Immigrant Serving Agencies	

Draft RIAC 2014 Work Program						
Strategy/Initiative	RIAC Actions/Steps	Expected Outcome of RIAC Actions	Indicator of RIAC Success	RIAC Lead/ Sub-cte	Partners	Status
4. Intercultural education and the endorsement of cultural programs to celebrate diversity.	Meet with Community Service programmers to discuss City of Richmond Intercultural Vision.	City programmers designing and delivering programs that incorporate the City of Richmond Intercultural Vision.	Meeting held with City of Richmond programming staff.	Civic Engagement	City of Richmond Community Services Recreation Staff	
<b>4. To support the development and integration of Richmond's immigrants while doing this in a way that respects family and cultural traditions.</b>						
1. Put interculturalism on the map – intercultural media/education campaign to put Richmond on the map as the first intercultural City.	Plan out media education campaign and present draft campaign to City council for input and approval.	Interculturalism and the City of Richmond's role in promoting it promoted and understood by metro Vancouver wide audience.	Media campaign planned.	Civic Engagement	City of Richmond Corporate Communications	
2. Encourage cross cultural bridging and understanding through celebrations and events e.g.: Richmond Day	Richmond Day concept developed into proposal paper and presented to Council.	Inclusive Richmond wide event held that promotes life in Richmond for all residents.	Proposal paper written and delivered.	Civic Engagement	City of Richmond Community Services	



# City of Richmond

## Report to Committee Fast Track Application Planning and Development Department

**To:** Planning Committee

**Date:** January 8, 2014

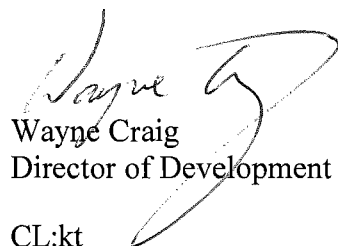
**From:** Wayne Craig  
Director of Development

**File:** RZ 13-647241

**Re:** Application by Raman Kooner and Robbie Sharda for Rezoning at 5771/5791  
Langtree Avenue from Single Detached (RS1/E) to Single Detached (RS2/B)

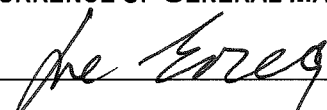
### Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9096, for the rezoning of 5771/5791 Langtree Avenue from "Single Detached (RS1/E)" to "Single Detached (RS2/B)", be introduced and given first reading.



Wayne Craig  
Director of Development

CL:kt  
Att.

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

**Staff Report**

Item	Details	
Applicants	Raman Kooner & Robbie Sharda	
Location	5771/5791 Langtree Ave ( <b>Attachment 1</b> )	
Development Data Sheet	See <b>Attachment 2</b>	
Zoning	Existing: Single Detached (RS1/E)	
	Proposed: Single Detached (RS2/B)	
OCP Designation	Neighbourhood Residential (NRES)	Complies <input checked="" type="checkbox"/> Y <input type="checkbox"/> N
Lot Size Policy	Lot Size Policy 5463 ( <b>Attachment 3</b> )	Complies <input checked="" type="checkbox"/> Y <input type="checkbox"/> N
Affordable Housing Strategy Response	Consistent with the Affordable Housing Strategy for single-family rezoning applications, the applicants propose to include a legal secondary suite in the principal dwelling on one (1) of the two (2) lots proposed.	Complies <input checked="" type="checkbox"/> Y <input type="checkbox"/> N
Flood Management	Registration of a flood indemnity covenant on title is required prior to final adoption of the rezoning bylaw	
Surrounding Development	North: One (1) dwelling on a large lot zoned "Single Detached (RS1/E)", fronting Langton Road.	
	East: An existing non-conforming duplex on a large lot zoned "Single Detached (RS1/E)", fronting Langton Road.	
	South: One (1) new dwelling on a large lot zoned "Single Detached (RS1/E)", across Langtree Avenue.	
	West: One (1) new dwelling on a large lot zoned "Single Detached (RS1/E)".	
Rezoning Considerations	See <b>Attachment 4</b>	

**Staff Comments**Background

The proposed rezoning would enable a subdivision to create two (2) smaller lots from an existing large lot containing a duplex on the north side of Langtree Avenue in the Blundell Planning Area. The proposed subdivision plan is provided in **Attachment 5**.

The subject site is located in an established residential area consisting of single detached dwellings, townhouses, as well as McKay School and Neighbourhood Park.

The neighbourhood has seen limited redevelopment through rezoning and subdivision in recent years. There is potential for other lots in the neighbourhood to apply to rezone and subdivide in accordance with Lot Size Policy 5463.

Trees & Landscaping

A Certified Arborist's Report was submitted by the applicants, which identifies tree species on the site and within close proximity to the site, assesses the condition of these trees, and provides recommendations on tree retention and removal relative to the development proposal. A list of

tree species assessed as part of the Arborist's Report is included on the Tree Retention Plan (**Attachment 6**).

The City's Tree Preservation Coordinator has reviewed the Arborist's Report, conducted a Visual Tree Assessment, and concurs with the following recommendations in the report:

- To retain and protect the Mountain Ash (Tree #1) located on City-owned property within the boulevard on Langtree Avenue.
- To retain and protect an undersized Japanese snowbell tree and an undersized Cherry tree located on City-owned property within the boulevard on Langton Road.
- To remove the three (3) Cherry trees (Trees #2, 3 and 5), one (1) Mountain Ash (Tree #4), and one (1) Deodar cedar (Tree #6) from the subject site due to their poor condition. All of these trees are either dying or have been historically topped, and as a result exhibit significant structural defects such as previous stem failure, narrow and weak secondary stem unions at the main branch union (below previous topping cuts), co-dominant stems with inclusions and bacterial Canker infection.

The proposed Tree Retention Plan is shown in **Attachment 6**.

Prior to demolition of the existing dwelling on the subject site, tree protection fencing must be installed around the Mountain Ash (Tree #1), the undersized Japanese snowbell tree, and the undersized Cherry tree located on City-owned property within the boulevard. Tree protection fencing must be installed to City standard and in accordance with the City's Bulletin TREE-03, and must remain in place until construction and landscaping on the proposed lots is completed.

To ensure protection of trees to be retained, the following items are required to be completed prior to rezoning bylaw adoption:

- Submission of a contract with a Certified Arborist for supervision of any works conducted within close proximity to the tree protection zones of the trees to be retained. The contract must include the scope of work to be undertaken, including: the proposed number of site monitoring inspections (at specified stages of construction), and a provision for the Arborist to submit a post-construction impact assessment report to the City for review.
- Submission of a security to the City in the amount of \$3,000 to ensure the survival of the trees to be retained. Following completion of construction and landscaping on the subject site, a landscaping inspection will be conducted to verify tree survival and 50% of the security will be released. The remaining 50% of the security will be released one year after the initial landscaping inspection if the trees have survived.

Based on the 2:1 tree replacement ratio required in the OCP, a total of 10 replacement trees are required (five [5] per future lot), with the following minimum sizes:

# Replacement Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
2	11 cm		6 m
2	8 cm		4 m
6	6 cm		3.5 m



To ensure that the five (5) replacement trees are planted and maintained on the proposed west lot, the applicants must submit a Landscaping Security in the amount of \$2,500 (\$500/tree) prior to rezoning. Further information on the Landscaping Security for the replacement trees to be planted and maintained on the proposed corner lot is described below.

If the required replacement trees cannot be accommodated on-site, a cash-in-lieu contribution in the amount of \$500/tree to the City's Tree Compensation Fund for off-site planting is required.

#### Preliminary Architectural Elevation Plans & Landscape Plan

To illustrate how the future corner lot interface will be treated, the applicants have submitted preliminary architectural plans of the proposed building elevations (**Attachment 8**). Prior to rezoning, the applicant is required to register a legal agreement on title to ensure that the building design is generally consistent with the attached building design. At future development stage, Building Permit plans must comply with all City regulations, including zoning, and staff will ensure that Building Permit plans are generally consistent with the registered legal agreement for building design..

To illustrate how the front yard and exterior side yard of the proposed corner lot along the Langtree Avenue and Langton Road boulevard will be treated, the applicants have submitted a preliminary Landscape Plan (**Attachment 7**). Prior to rezoning bylaw adoption, the applicants are required to submit a final Landscape Plan, prepared by a Registered Landscape Architect, along with a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect (including the five [5] replacement trees, fencing, paving, and installation costs).

#### Site Servicing & Vehicle Access

There are no servicing concerns with rezoning.

Vehicle access to the proposed west lot will be to/from Langtree Avenue. Vehicle access to the proposed corner lot (east lot) must be located to meet the minimum distance to the intersection of Langtree Avenue and Langton Road, as required in the Residential Lot (Vehicular) Access Regulation Bylaw No. 7222 (e.g. 12 m - 15 m).

#### Subdivision

At subdivision stage, the applicant will be required to:

- Pay servicing costs;
- Pre-pay the current year's property taxes; and
- Register a 6.0 m wide utility right-of-way (ROW) along the entire north property line of the subject site.

#### **Conclusion**

This rezoning application to enable subdivision of an existing large lot into two (2) smaller lots complies with Lot Size Policy 5463 and applicable policies and land use designations contained within the OCP.

The list of rezoning considerations is included in **Attachment 4**, which has been agreed to by the applicant (signed concurrence on file).

On this basis, staff recommends support for the application. It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9096 be introduced and given first reading.



Cynthia Lussier  
Planning Technician  
CL:kt

- Attachment 1: Location Map/Aerial Photo
- Attachment 2: Development Application Data Sheet
- Attachment 3: Lot Size Policy 5463
- Attachment 4: Rezoning Considerations
- Attachment 5: Proposed Subdivision Plan
- Attachment 6: Tree Retention Plan
- Attachment 7: Preliminary Landscape Plan – proposed corner lot
- Attachment 8: Preliminary Building Elevation Plans – proposed corner lot

Revision Date:

**Note: Dimensions are in METRES**

## RZ 13-647241



# PROPOSED REZONING

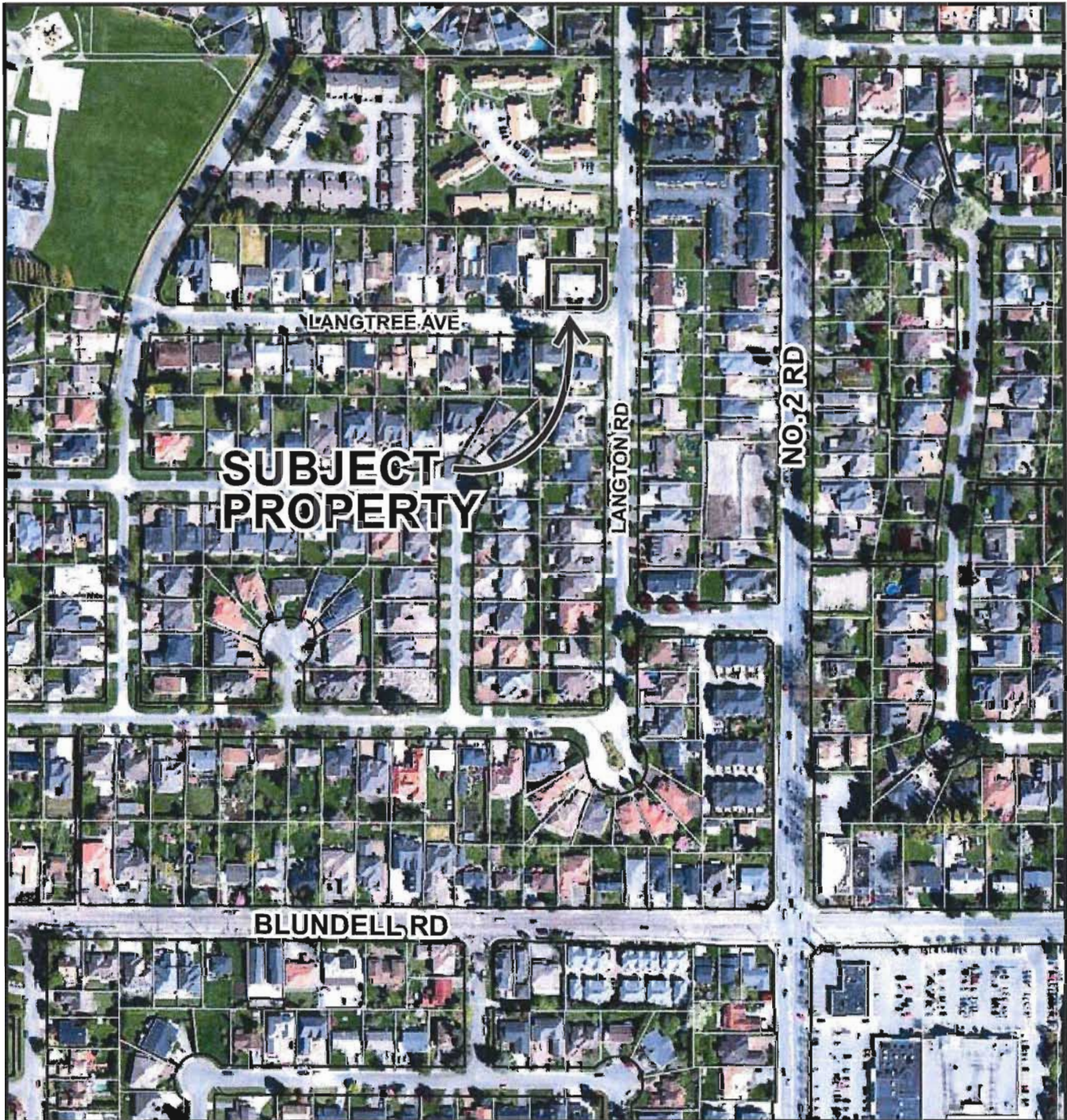
**CNCL - 239**







City of  
Richmond



RZ 13-647241

Original Date: 10/04/13

Revision Date:

Note: Dimensions are in METRES

CNCL - 240



**RZ 13-647241**

**Attachment 2**

Address: 5771/5791 Langtree Avenue

Applicant: Raman Kooner and Robbie Sharda

Date Received: October 2, 2013 Fast Track Compliance: November 15, 2013

	<b>Existing</b>	<b>Proposed</b>
<b>Owner</b>	Shivdesh Kumar Sharda Vijay Sharda Robbie Amit Sharda Harroop Kaur Kooner	To be determined
<b>Site Size (m<sup>2</sup>)</b>	910 m <sup>2</sup> (9,795 ft <sup>2</sup> )	Proposed west lot - 434 m <sup>2</sup> (1,423 ft <sup>2</sup> ) Proposed east lot - 476 m <sup>2</sup> (1561 ft <sup>2</sup> )
<b>Land Uses</b>	One (1) single detached dwelling	Two (2) single detached dwellings
<b>Zoning</b>	Single Detached (RS1/E)	Single Detached (RS2/B)

<b>On Future Subdivided Lots</b>	<b>Bylaw Requirement</b>	<b>Proposed</b>	<b>Variance</b>
Floor Area Ratio	Max. 0.55	Max. 0.55	none permitted
Lot Coverage – Building	Max. 45%	Max. 45%	none
Lot Coverage – Building, structures, and non-porous	Max. 70%	Max. 70%	none
Lot Coverage – Landscaping	Min. 25%	Min. 25%	none
Setback – Front & Rear Yards (m)	Min. 6 m	Min. 6 m	none
Setback – Interior Side Yard (m)	Min. 1.2 m	Min. 1.2 m	none
Setback – Exterior Side Yard (m)	Min. 3 m	Min. 3 m	none
Height (m)	2 ½ storeys	2 ½ storeys	none
Lot Size	Min. 360 m <sup>2</sup>	Proposed west lot - 434 m <sup>2</sup> Proposed east lot - 476 m <sup>2</sup>	none
Lot Width	Min. 12 m	Proposed west lot - 15.86 m Proposed east lot – approx 17 m	none

Other: Tree replacement compensation required for loss of bylaw-sized trees.



# City of Richmond

# Policy Manual

Page 1 of 2

Adopted by Council: November 15, 1993

**POLICY 5453**

Amended by Council: January 15, 2001 \*  
October 20<sup>th</sup>, 2003

File Ref: 4045-00

SINGLE-FAMILY LOT SIZE POLICY IN QUARTER-SECTION 24-4-7

## **POLICY 5453:**

The following policy establishes lot sizes in Section 24-4-7, located in the area generally **bounded by Francis Road, Blundell Road, Railway Avenue and No. 2 Road** as shown on the attached map:

That properties located within the area generally bounded by Francis Road, Blundell Road, Railway Avenue and No. 2 Road in Section 24-4-7, as shown on the attached map, be permitted to subdivide in accordance with the provisions of Single-Family Housing District, Subdivision Area E (R1/E) in Zoning and Development Bylaw No. 5300, with the following exceptions:

- (i) That lots with existing duplexes be permitted to subdivide as per Single-Family Housing District, Subdivision Area B (R1/B); and

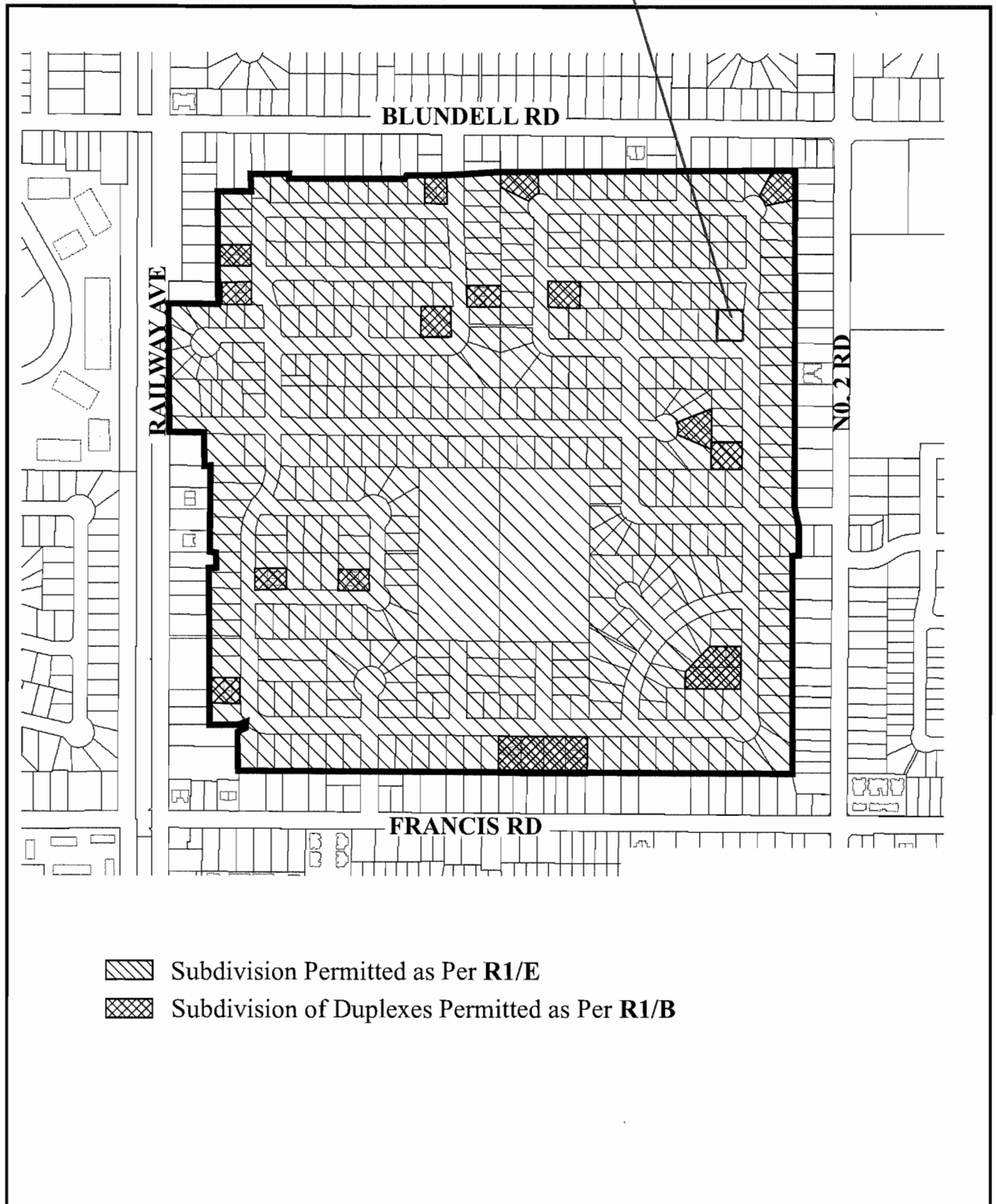
and that this policy be used to determine the disposition of future rezoning applications in this area, for a period of not less than five years, unless changed by the amending procedures contained in the Zoning and Development Bylaw 5300.



\* Original Adoption Date In Effect

1081046



SUBJECT SITE



-  Subdivision Permitted as Per **R1/E**
-  Subdivision of Duplexes Permitted as Per **R1/B**



**Policy 5453**  
**Section 24-4-7**

Adopted Date: 11/15/93  
Amended Date: 10/20/03



# City of Richmond

**Rezoning Considerations**  
Development Applications Division  
6911 No. 3 Road, Richmond, BC V6Y 2C1

**Address:** 5771/5791 Langtree Avenue

**File No.:** RZ 13-647241

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9096, the following items are required to be completed:**

1. Submission of a contract entered into between the applicants and a Certified Arborist for supervision of any works conducted in close proximity to the trees to be retained (i.e. the Mountain Ash [Tree # 1], the undersized Japanese snowbell tree, and the undersized Cherry tree located on City-owned property within the boulevard). The contract must include the scope of work to be undertaken, including: the proposed number of site monitoring inspections (at specified stages of construction), and a provision for the Arborist to submit a post-construction impact assessment report to the City for review.
2. Submission of a security to the City in the amount of \$3,000 to ensure the survival of the trees to be retained (i.e. the Mountain Ash [Tree # 1], the undersized Japanese snowbell tree, and the undersized Cherry tree located on City-owned property within the boulevard). Following completion of construction and landscaping on the subject site, a landscaping inspection will be conducted to verify tree survival and 50% of the security will be released. The remaining 50% of the security will be released one year after the initial landscaping inspection if the trees have survived.
3. Submission of a Landscaping Security in the amount of \$2,500 (\$500/tree) to ensure the planting and maintenance of five (5) replacement trees on the proposed west lot, with the following minimum sizes:

# Replacement Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
1	11 cm		6 m
1	8 cm		4 m
3	6 cm		3.5 m

If the five (5) replacement trees cannot be accommodated on the proposed west lot, a cash-in-lieu contribution in the amount of \$500/tree to the City's Tree Compensation Fund for off-site planting is required.

4. Submission of a final Landscape Plan for the proposed corner lot, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect (including fencing, paving, and installation costs). The Landscape Plan must:
  - Include a variety of suitable native and non-native replacement trees and vegetation, ensuring a rich urban environment and diverse habitat for urban wildlife; and
  - Include five (5) replacement trees with the following minimum sizes:

# Replacement Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
1	11 cm		6 m
1	8 cm		4 m
3	6 cm		3.5 m



If the five (5) replacement trees cannot be accommodated on the proposed corner lot, a cash-in-lieu contribution in the amount of \$500/tree to the City's Tree Compensation Fund for off-site planting is required.

5. Registration of a legal agreement on title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on one (1) of the two (2) future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.  
**Note:** Should the applicant change their mind about the Affordable Housing option selected prior to final adoption of the Rezoning Bylaw, the City will accept a voluntary contribution of \$1.00 per buildable square foot of the single-family developments (i.e. \$5,357) to the City's Affordable Housing Reserve Fund in-lieu of registering the legal agreement on title to secure a secondary suite.
6. Registration of a flood indemnity covenant on title.
7. Registration of a legal agreement on title to ensure that the building design on the proposed corner lot at future development stage is generally consistent with the preliminary architectural plans of the proposed building elevations included as Attachment 8 to this report.

**At Demolition\* stage, the following is required:**

- Installation of tree protection fencing on-site around the Mountain Ash (Tree #1), the undersized Japanese snowbell tree, and the undersized Cherry tree located on City-owned property within the boulevard. Tree protection fencing must be installed to City standard and in accordance with the minimum protection area required in the City's Bulletin TREE-03, and must remain in place until construction and landscaping on the proposed lots is completed.

**At Subdivision\* stage, the following is required:**

- Payment of servicing costs;
- Pre-payment of the current year's property taxes; and
- Registration of a 6.0 m wide utility right-of-way (ROW) along the entire north property line of the subject site.

**At Building Permit\* stage, the following is required:**

- Submission of a Construction Parking and Traffic Management Plan to the Transportation Division. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
- Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Division at 604-276-4285.

**Note:**

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

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

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

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

[Signed original on file]

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Signed

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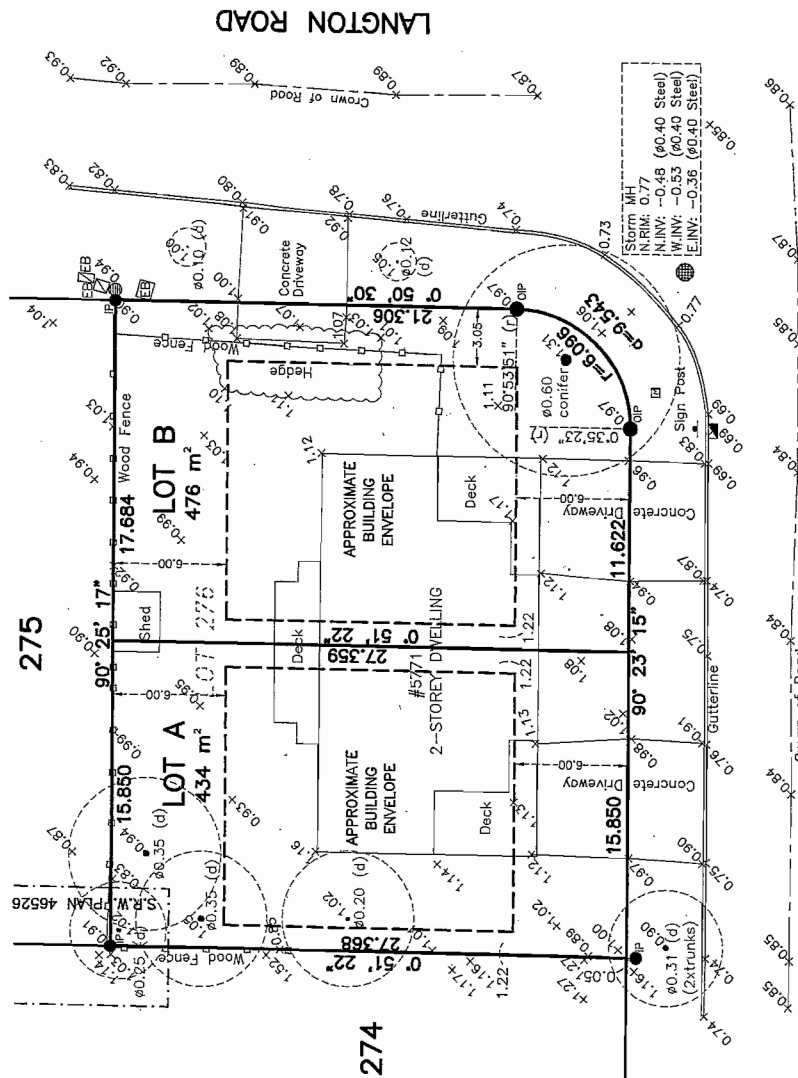
Date

**TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION OF LOT 276 SECTION 13 BLOCK 4 NORTH RANGE 7 WEST  
NEW WESTMINSTER DISTRICT PLAN 46525**

#5771 LANGTREE AVENUE,  
RICHMOND, B.C.  
P.I.D. 003-867-846

**LEGEND:**

- denotes tree
- (d) denotes deciduous
- IP● denotes iron post set
- OIP denotes iron post found
- denotes round catch basin
- EB denotes electrical box
- denotes water meter
- denotes catch basin



SCALE: 1:250

ALL DISTANCES ARE IN METRES AND DECIMALS  
THEREOF UNLESS OTHERWISE INDICATED

**NOTE:**

Elevations shown are based on City of  
Richmond HPN Benchmark network.  
Benchmark: HPN #234,  
Control Monument 77H4891  
Located at CL Gibbons Dr & Gamba  
Dr, E side of grass median  
Elevation = 1.125 metres

**CERTIFIED CORRECT:**  
LOT DIMENSION ACCORDING TO  
FIELD SURVEY:

*[Signature]*  
JOHNSON C. TAM, B.C.L.S.  
SEPTEMBER 6TH, 2013

LANGTREE AVENUE

© copyright  
J. C. Tam and Associates  
Canada and B.C. Land Surveyor  
115 - 8833 Odlin Crescent  
Richmond, B.C. V6X 3Z7  
Telephone: 214-8928  
Fax: 214-8929  
E-mail: office@jctam.com  
Website: www.jctam.com  
Job No. 5285  
FB-239 P60-64  
Drawn By: TH

DWG No. 5285-TOPO

CNCL - 247

NTS









**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9096 (RZ 13-647241)  
5771/5791 Langtree Ave**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"SINGLE DETACHED (RS2/B)"**.

P.I.D. 003-867-846

Lot 276 Section 13 Block 4 North Range 7 West New Westminster District Plan 46525

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9096"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER REQUIREMENTS SATISFIED

ADOPTED

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

CITY OF RICHMOND
APPROVED by <i>BK</i>
APPROVED by Director or Solicitor <i>ul</i>

\_\_\_\_\_  
MAYOR

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






# City of Richmond

## Report to Committee Planning and Development Department

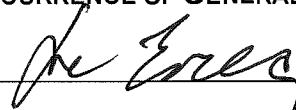
**To:** Planning Committee **Date:** January 15, 2013  
**From:** Wayne Craig **File:** RZ 12-602748  
Director of Development  
**Re:** Application by Kirk Yuen of Cape Construction (2001) Ltd. for Rezoning at  
13040 No. 2 Road from the "Light Industrial (IL)" Zone to a Site Specific  
"Commercial Mixed Use (ZMU24) – London Landing (Steveston)" Zone

### Staff Recommendation

1. That Richmond Zoning Bylaw 8500, Amendment Bylaw 9094 to: create "Commercial Mixed Use (ZMU24) – London Landing (Steveston)"; and to rezone 13040 No. 2 Road from "Light Industrial (IL)" to "Commercial Mixed Use (ZMU24) – London Landing (Steveston)"; be introduced and given first reading.

  
Wayne Craig  
Director of Development

SB:blg  
Att.

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



## Staff Report

### Origin

Kirk Yuen has applied to the City of Richmond for permission to rezone 13040 No. 2 Road (**Attachments 1 & 2**) from the “Light Industrial (IL)” zone to a new site specific “Commercial Mixed Use (ZMU24) – London Landing (Steveston)” zone in order to construct a four-storey mixed-use commercial/residential building containing approximately 55 residential units and 348.5 m<sup>2</sup> (3,750 ft<sup>2</sup>) of commercial space. Parking will be provided below the building with vehicular access from No. 2 Road with an additional access from London Road for servicing and loading (**Attachment 8**).

The developer has agreed to enter into a Servicing Agreement as a rezoning consideration for the design and construction of road and servicing infrastructure works.

### Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (**Attachment 3**).

### Surrounding Development

The site is subject to the Steveston Area Plan and is located in the London/Princess waterfront neighbourhood (**Attachment 4**). Surrounding development is as follows:

- To the north: A three-storey mixed-use townhouse development with commercial space at grade fronting No. 2 Road, zoned “Commercial Mixed Use (ZMU13) – London Landing (Steveston)”, with a permitted density of 1.0 floor area ratio (FAR) and a maximum permitted building height of 12 m and three (3) storeys.
- To the south-east: A five-storey mixed-use development with commercial space at grade fronting London Road, zoned “Commercial Mixed Use (ZMU8) – London Landing (Steveston)”, with a permitted density of 1.45 FAR and a maximum permitted building height of 23 m.
- To the south: A four-storey mixed-use development on the corner of No. 2 Road and London Road with commercial space at grade fronting London Road, zoned “Commercial Mixed Use (ZMU14) – London Landing (Steveston)” with a maximum permitted density of up to 1.45 (including 0.07 FAR of smaller dwelling units of 47m<sup>2</sup> or less) and a maximum permitted building height of 21 m.
- To the west: Across No. 2 Road, are undeveloped industrial lands currently used in support of Steveston Harbour and zoned “Light Industrial (IL)” with a permitted density of 1.0 FAR and a maximum permitted building height of 12 m.

## Related Policies & Studies

This rezoning application has been reviewed in relation to the 2041 Official Community Plan (OCP), the Flood Plain Designation and Protection Bylaw 8204, the City's affordable housing strategy and the public art program. An overview of the review in relation to these policies is provided in the "Analysis" section of this report.

## Public Input

Informational signage is posted on the subject site to notify the public of the subject application and the statutory Public Hearing will provide local property owners and other interested parties with an additional opportunity to comment. Notification of the Public Hearing will be mailed to neighbours and advertised in the local newspaper, *The Richmond Review*.

### Consultation with London Station Neighbours Undertaken by the Applicant

The proposal includes a vehicle access from No. 2 Road to the parking structure and one of two required loading bays. The proposal also includes a second required loading bay which also serves for recycling and garbage collection; accessed from London Road utilizing a cross-access easement registered on Title to the neighbouring strata-titled mixed-use London Station buildings to the south at 6033, 6077, 6111, 6231 and 6233 London Road.

The applicant invited residents of the neighbouring London Station buildings to an open house meeting held in the Steveston Community Centre from 5:00 p.m. to 7:30 p.m. on Tuesday, September 17th, 2013. One hundred and thirteen (113) invitations were sent and fifteen (15) people are listed on the open house sign-in sheet; including seven (7) London Road residents, three (3) residents from elsewhere in Richmond, one (1) Vancouver resident, one (1) attendee without a noted address, and the two (2) owners of the site (**Attachment 5**). At the open house, the following comments were identified (staff comments are included in '***bold italics***')

- Concern regarding loss of tenants Pilates & Dance studio businesses – ***The applicant confirmed that the business owners were invited to lease space in the new building, but have relocated to a new location within Richmond.***
- Concern regarding exceeding the building height of the existing two-storey industrial – ***The proposal includes setbacks and landscaped edges, as well as a building height limit of four (4) storeys to transition between the five (5) storey mixed buildings to the south and the lower three (3) storey mixed-use buildings to the north.***
- Concern regarding potential for more frequent garbage and recycling collection – ***Garbage and recycling collection for this mixed-use infill project should occur with the same frequency as the neighbouring mixed-use buildings.***
- Concern regarding potential noise from new family residents, daycare, and common outdoor amenity area – ***Shared outdoor amenity area is a requirement in multi-family developments and child care is a permitted use in many zoning districts in the City. Future residents and businesses will be required to comply with the City's Noise Bylaw, and noise concerns are not anticipated for this medium density infill project.***

- Concern regarding potential noise and dust from construction activities – *The developer recognizes that construction activities are disruptive and has confirmed that they will comply with the City's Noise Bylaw requirements regarding hours of operation and construction noise. In addition, the developer is required to provide a Construction Parking and Traffic Management Plan as part of the future Building Permit application.*
- The front commercial exterior spaces at the entry need design development – *The proposed design will be further refined through the required Development Permit process.*
- The development was attractive.

#### Public Correspondence

At the time of writing this report, the City has received two (2) pieces of public correspondence (**Attachment 6**), which include the following concerns (staff comments are included in '**bold italics**')

- Concern regarding loss of tenant gym business – *The applicant confirmed that the business owner was invited to lease space in the new building, but closed their business at this location.*
- Concern regarding potential shadowing impact of four (4) storey building height – *The subject orphan lot is surrounded on three sides with existing development. The proposal includes setbacks as well as a building height limit of four (4) storeys to transition between the five (5) storey mixed buildings to the south and the lower three (3) storey mixed-use buildings to the north.*
- Concern regarding potential increased parking demand – *The proposal provides 115 parking spaces on-site, exceeding the bylaw requirement by an additional 21 parking spaces.*
- Concern regarding narrowness of No. 2 Road and London Road and their ability to accommodate the proposal – *Transportation Division staff have reviewed the proposal and advise that London Road and No. 2 Road, with improvements as part of this application, have capacity to accommodate the infill proposal.*
- Concern regarding pedestrian safety – *The proposal includes frontage improvements which will improve pedestrian safety and will complete the frontage of the subject block.*
- Concern regarding building setbacks – *The proposal provides a greater building separation than the 1:4 ratio identified for consideration in the OCP. The proposal includes a 12.5 m setback to the east property line and the neighbouring building is setback from the shared property line; for a separation between the apartments in the neighbouring buildings of approximately 15.5 m. The proposal includes 6 m setbacks to the north and south property lines, except for the streetscape facade. The neighbouring townhouse buildings to the north are further setback on an angle, with the closest adjacency being approximately 9 m. The neighbouring mixed-use building to the south, along No. 2 Road, is built with a solid party wall at the shared property line and the proposal includes an entry element that is built against the party wall to reinforce the No. 2 Road streetscape. Further to the south, the neighbouring mixed-use buildings are setback behind a rear surface parking and service area.*

- Concern regarding potential sink holes – *Staff and the developer are not aware of any sinkhole issues regarding the subject site. However, the proposal will be designed and constructed in accordance with the BC Building Code and the development team will include a geotechnical engineer.*
- Recommendation to rezone to allow a maximum of two (2) storeys of residential townhouses, or a maximum of two (2) storeys of residential dwelling units and one (1) storey of commercial space – *The applicant has requested that the City consider the proposal to provide a mixed-use building in accordance with the existing ‘Mixed-Use’ land use designation in the Steveston Area Plan and a four (4) storey building height as a transition between the taller five (5) storey buildings to the south and the lower three (3) storey buildings to the north.*

### Staff Comments

Based on a review of the subject application, staff are supportive of the subject rezoning application, provided that the developer fully satisfies the considerations of the rezoning (Attachment 7).

### Analysis

#### Proposed Zoning Amendment

Amendments to the Richmond Zoning Bylaw 8500 are proposed to create the new site specific zone “Commercial Mixed Use (ZMU24) – London Landing (Steveston)” and to rezone the subject site from “Light Industrial (IL)” to this new zone. The proposed bylaw has been prepared to manage development on the subject site in accordance with the OCP and as a transition on this infill site surrounded by existing development.

#### Proposal Details

Staff’s review of the proposed development shows it to be generally consistent with City policies, as indicated below:

- a) Floodplain Management: In accordance with the City’s Flood Plain Designation and Protection Bylaw 8204, the developer has agreed to register a floodplain covenant as a consideration of the rezoning specifying a minimum habitable elevation of 2.9 m GSC.
- b) Affordable Housing: In accordance with the City’s affordable housing strategy and the proposed “Commercial Mixed Use (ZMU24) – London Landing (Steveston)” zone density bonus provision, the developer has agreed to provide a voluntary contribution of approximately \$223,656, based on \$4.00 per buildable square foot of residential floor area, to the City’s affordable housing reserve as a consideration of the rezoning.
- c) Public Art: The developer has agreed to participate in the City’s Public Art Program, with a voluntary contribution in the amount of approximately \$44,591, based on \$0.77 per buildable square foot of residential floor area and \$0.41 per buildable square foot of commercial floor area, to the City’s Public Art fund as a consideration of the rezoning.

- d) Trails Way-Finding Improvements: The developer has agreed to provide a voluntary contribution in the amount of \$150,000 towards the development of wayfinding projects in the South Dike and Britannia Heritage Shipyards trail areas.
- e) Infrastructure Improvements: The developer has agreed to enter into a Servicing Agreement as a consideration of the rezoning for the following:
- **Road Network Improvements**: The developer shall be responsible for the design and construction of road improvements across the site's No. 2 Road frontage to extend pavement widening, curb and gutter, grass boulevard with street trees and 2 m sidewalk works [to tie into recent construction to the south (SA 07-364532)]. Creation of a lay-by will transition the new curb to the existing driveway letdown to the north. Reconstruction of the adjacent property driveway letdown may be required. An existing power pole may need to be relocated.
  - **Engineering Improvements**: The developer shall be responsible for the design and construction of additional fire hydrant(s) to achieve the minimum spacing requirement of 75 m in multi-family areas. New hydrant(s) to be connected to the 300 mm diameter AC watermain located along the west side of No. 2 Road. Review of impact of the proposed works on the existing 200 mm diameter AC watermain required, replacement or relocation of the AC watermain may be required.
  - **Sanitary Sewer Statutory Right-of-Way (SRW) discharge**: The sanitary sewer utilities right-of-way (ROW) along the east property line (RD105058 regarding plan 56029) is currently not in use and may be discharged after first removing any existing utility infrastructure.
  - **Any permanent structure above or below ground (i.e. building, slab, footings, etc.)** to be setback a minimum 2.5 m from the edge of the existing No. 2 Road utility SRW (i.e. 4.0 m from the property line). Any paved areas, stairs or ramps located within the SRW must be easily removable (i.e. not cast in place and not permanently attached to any other structures) and require a separate encroachment agreement as part of the future Building Permit process.
  - **If preload and/or ground densification activities are undertaken at the development site**, the developer is to obtain the services of a Geotechnical Engineer to assess the impacts to existing City and private utility infrastructure and monitor/review any settlement, including survey and video inspection of the City storm and sanitary system before and after activity.
- f) Tree Retention and Replacement

Bylaw-size trees	Existing	Retained	Compensation
On-site	1	0	2:1 replacement ratio required – 2 trees
On neighbouring properties	4	4	To be protected

- There is one (1) bylaw size tree on the subject site, a 0.28 cm dbh deciduous tree with a low spreading canopy shape located 1 m inside the property along to No. 2 Road. The tree is located in an existing sanitary sewer right-of-way and adjacent to existing BC Hydro electrical equipment. The tree roots encroach into the clearance and grounding area surrounding the electrical equipment. The property is located in an elevated flood construction level area and the low tree canopy will conflict with the pedestrian clearance on the commercial walkway, stairs and wheelchair ramps.
- The City's Tree Preservation Coordinator has reviewed the proposal and agrees with the removal of the existing on-site tree and replacement with new tree planting.
- Based on the 2:1 tree replacement ratio goal stated in the Official Community Plan (OCP), two (2) replacement trees are required for the removal of one (1) bylaw-sized tree. The preliminary landscape plan (**Attachment 8**) includes 20 new trees and this will be further refined through the required Development Permit.
- The developer is required to protect the four (4) trees on neighbouring properties adjacent to the subject development site. The developer is required to install any needed tree protection fencing prior to any construction activities occurring on the site.

g) Legal Considerations

- The subject property is strata-titled. Cancellation of the strata plan and winding up of the strata corporation regarding the 10 strata lot light industrial building is a consideration of the rezoning.
- The proposal is a mixed-use development, and the developer has agreed to enter into a mixed-use building noise covenant as a consideration of the rezoning. The covenant would include the requirement to identify the building as a mixed-use building in any disclosure statement and purchase and sale agreements.
- The developer has agreed to enter into a legal agreement ensuring the provision of and shared use of the indoor amenity space by all residential units as a consideration of the rezoning. The proposal includes more than the minimum required area of 100 square meters, and the size, location and programming will be further refined through the DP.
- The proposal includes a shared pool of parking for the use of the commercial space and residential visitors. To support this shared use, the developer has agreed to enter into legal agreements to ensure the parking gate remains open during the commercial business hours and to ensure that non-residential parking is shared by visitors and commercial uses. The legal agreement will prohibit the assignment of parking spaces to any particular unit.

h) Form of Development

The developer proposes to construct a medium density mixed use development with approximately 348.5 m<sup>2</sup> (3,750 ft<sup>2</sup>) of street fronting commercial area and 55 apartments in a four (4) storey building over a one (1) level parking structure (**Attachment 8**), which generally conforms to OCP policies, the Steveston Area Plan and Development Permit guidelines.

Development Permit approval to the satisfaction of the Director of Development is required prior to rezoning adoption, which will include the following:

- Review of sustainability features of the development.
- Detailed architectural and open space design including: interfaces to neighbouring developments (e.g. grade changes, transitions, facade alignment), landscaping, children's play area in outdoor amenity area, grading, sanitary sewer setback, and tree protection.
- Detailed design review to minimize grade transition to No. 2 Road as much as possible.
- Review of adaptable and aging in place features. Six (6) adaptable units are proposed and aging in place features are proposed in all units.
- Review indoor amenity space provision, location in the building and programming.
- Review of Floodplain Construction Level requirements, ensuring no storage area or equipment that is damageable by flood water is located below 2.9 m GSC.
- Vehicle and bicycle parking, parking gate locations, truck loading, garbage, recycling and food scraps storage and collection, including truck manoeuvring, and private utility servicing.

#### **Financial Impact or Economic Impact**

None.

#### **Conclusion**

The proposal provides a medium density mixed-use four (4) storey development over parking with street fronting commercial space and residential apartment housing that will complete the development of the subject block in the London/Princess waterfront neighbourhood. The proposal can be considered under the City's 2041 Official Community Plan (OCP) regarding mixed-use development. The creation of the new zone "Commercial Mixed Use (ZMU24) – London Landing (Steveston)" is proposed to accommodate the proposal on the subject infill site that is surrounded with mixed use development. Overall, the proposed land use, density, site plan and building massing respects the surrounding mixed-use townhouse and four (4) to five (5) storey building developments. Further review of the project design is required to be completed as part of the Development Permit application review process. The proposed roadway improvements will enhance pedestrian safety in the neighbourhood.

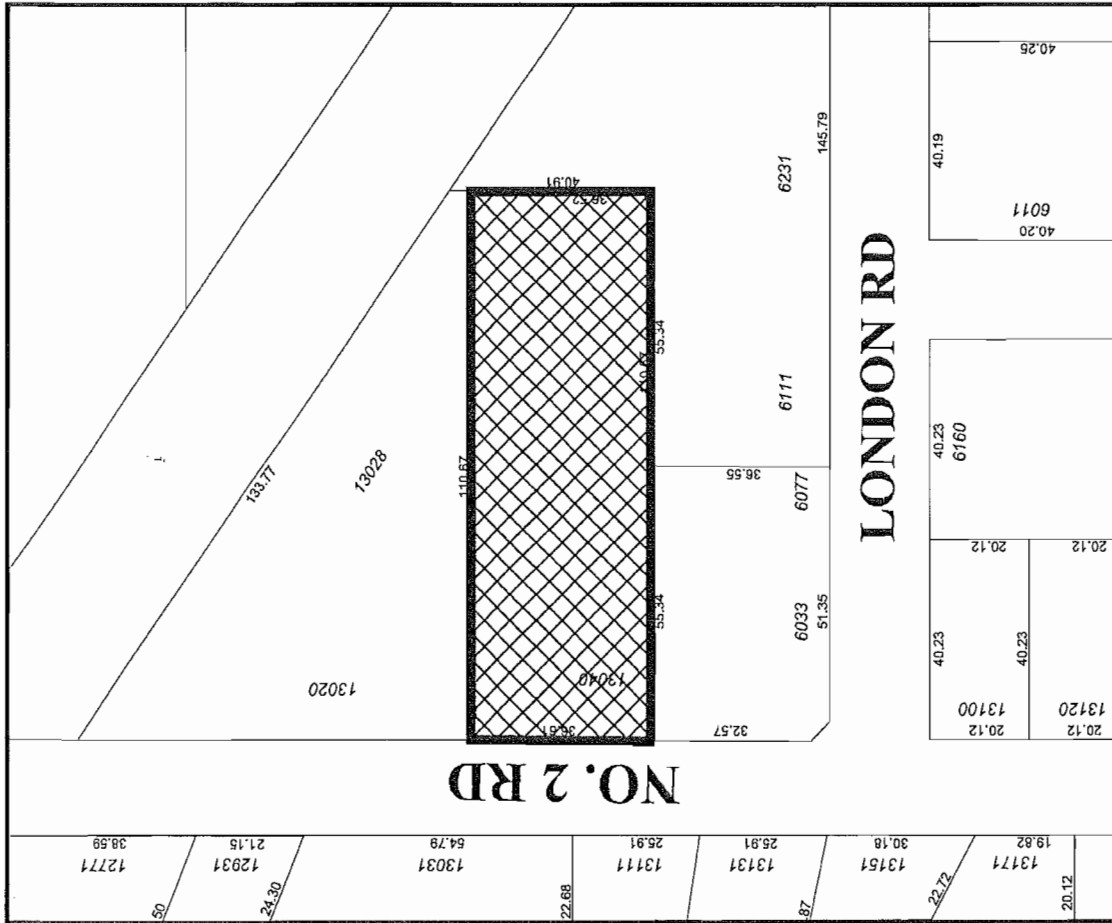
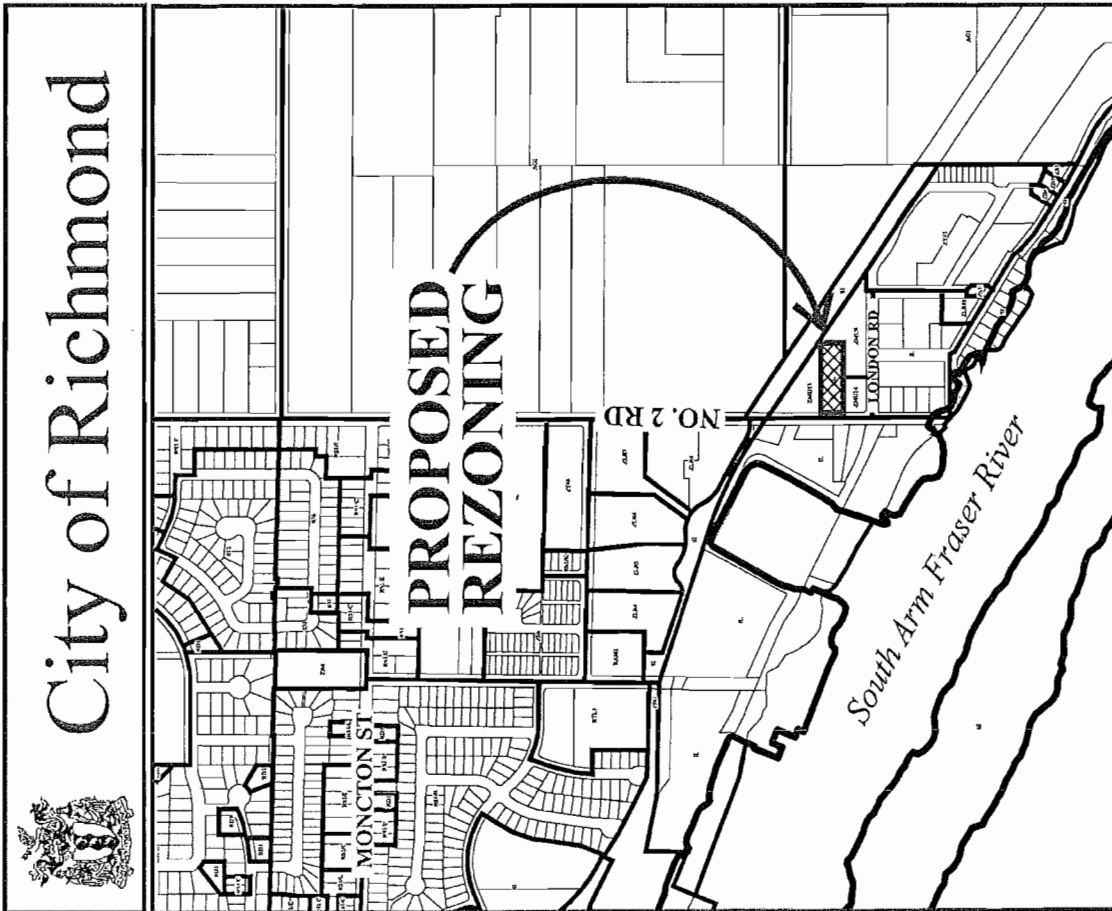
On this basis, staff recommend that Zoning Bylaw 8500, Amendment Bylaw 9094, be introduced and given first reading.



Sara Badyal, M. Arch, MCIP, RPP  
Planner 2  
(604-276-4282)

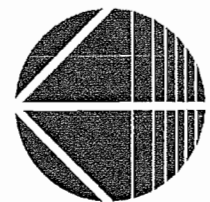
Attachment 1: Location Map  
Attachment 2: GIS Aerial Photo  
Attachment 3: Development Application Data Sheet  
Attachment 4: London/Princess Land Use Map  
Attachment 5: Applicant Open House Sign-in Sheet (September 17, 2013)  
Attachment 6: Public Correspondence  
Attachment 7: Rezoning Considerations Concurrence  
Attachment 8: Conceptual Development Plans

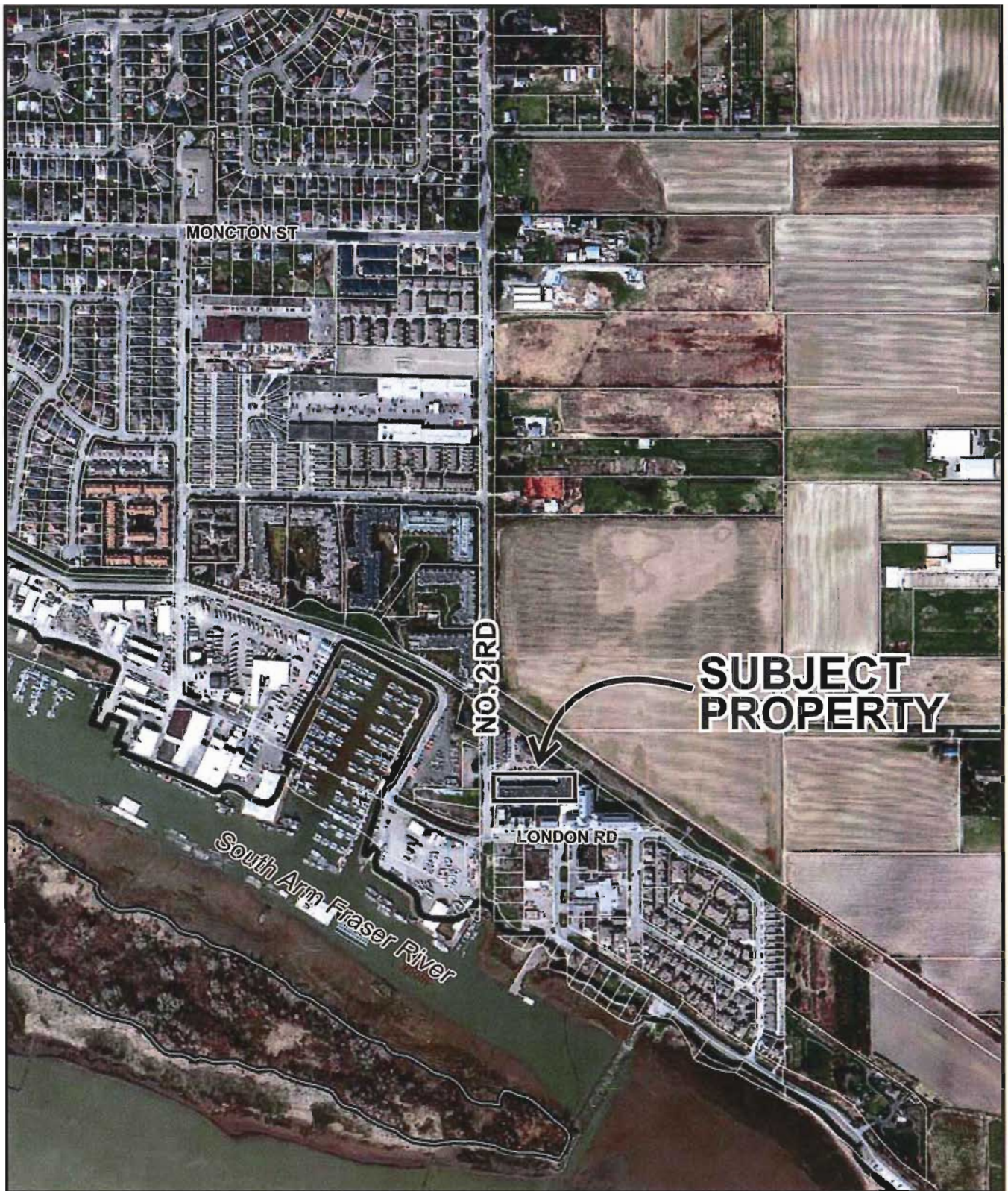




RZ 12-602748

Original Date: 03/28/12  
Revision Date:  
Note: Dimensions are in METRES





RZ 12-602748

Original Date: 03/29/12

Amended Date:

Note: Dimensions are in METRES



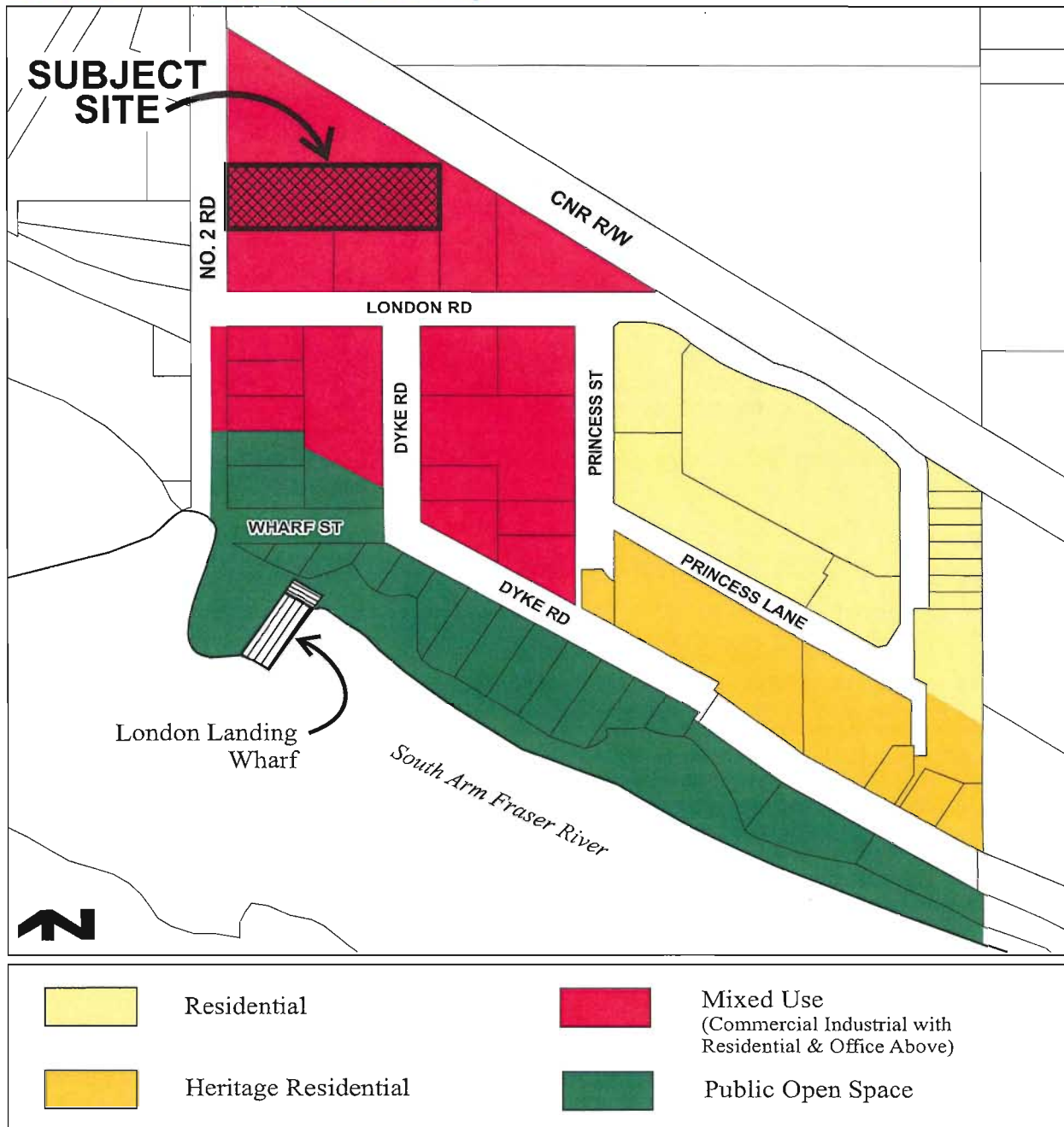

**RZ 12-602748**
**Attachment 3**

Address: 13040 No 2 Road

Applicant: Kirk Yuen of Cape Construction (2001) Ltd.

Planning Area(s): London/Princess Waterfront Neighbourhood (Steveston)

	Existing	Proposed	
Owner:	Matthew & Flora Chen	Unknown	
Site Size (m <sup>2</sup> ):	4,046 m <sup>2</sup>	No Change	
Land Uses:	Warehousing	Mixed-Use Commercial and Residential	
Flood Construction Level	Min. 2.9 m GSC required	Complies	
OCP Designation	Mixed-Use	Complies	
Area Plan Designation:	Mixed-Use (Commercial Industrial with Residential & Office Above)	Complies	
Zoning:	Light Industrial (IL)	Commercial Mixed-Use (ZMU24) – London Landing (Steveston)	
Number of Units:	10 strata units	2 or 3 CRU and 55 Apartments	
	Bylaw Requirement	Proposed	Variance
Floor Area Ratio (FAR)	Max. 1.37 including commercial space at grade	1.37 including 348.5 m <sup>2</sup> commercial space	None Permitted
Lot Coverage	Max. 54%	54%	None
Setbacks: No. 2 Road Side Yard Rear Yard	Min. 4.5 m None None	4.5 m Min. 0 to 10.9 m 12.5 m	None
Height	Max. 21 m & four storeys	16 m to 19.8 m & four storeys	None
Parking Spaces: Commercial/Visitor Resident Accessible Total	11 83 (3) 94	12 103 (3) 115	None
Small Car Parking	Max. 50%	3.5% (4 spaces)	None
Tandem Parking	Permitted	None	None
Indoor Amenity Space	100 m <sup>2</sup>	330 m <sup>2</sup>	None
Outdoor Amenity Space	330 m <sup>2</sup>	373 m <sup>2</sup>	None

**London/Princess Land Use Map**

# Harbour Walk Re-Development Information Meeting



13040 No. 2 Road, Richmond, BC

September 17, 2013

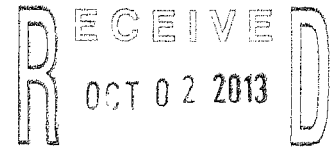
Your Name	Your Address	Your Comments!
Brian Hume	502-6233 Louisa Rd	checking out the plans
Neil Cove	776-6233 Louisa Rd.	Not looking forward to your development
William Cavels	302-6233 Louisa Rd.	concerned!
MARTIN COTEN	4780 Louisa Ave	looking now
FLORA COTEN	" "	"
Lore Kinney	10491 SPRINGWOOD cres	Checking out Plans
Claire Adamson		
Frederick Youngman	319 6233 Louisa Rd	checking plans
Beth Dolegus	301 6233 Louisa Rd	checking plans
Michael Shi	421 6233 Louisa Rd	Not very happy that my views will be gone
Jane Green	5051 Minster st	Great plan
Grant Tre	486 W 26 Ave. Van.	Very beautiful project
Jon Kojima	529-7111 McMASTER RD	Good plan for area
Scott Dolegus	408-6233 Louisa Rd	Mostly good - FRONT COMMERCIAL EXPEDIENT
		SPACES of ACCESS ARE POETRY "POETRY"

ATTACHMENT 5

R. Howe & K. Covell  
302-6233 London Road  
Richmond, V7E3S3

City of Richmond Planning Department  
6911 No. 3 Road  
Richmond, BC  
V6Y 2C1

September 25, 2013



Re: Rezoning application for 13040 #2 Road

RZ 12-602748

Having attended the public presentation with regard to the above we are writing to express our concerns.

First, we note that the application states that the development will comprise commercial and residential units to a total of four floors. In contrast, the plans presented showed four floors of fully residential units. This is concern in that it raises the density of residents to a level above that which the area's traffic patterns and parking can accommodate.

At this time the residential units on #2 Road and London Road have insufficient parking space. The result is significant parking on the sides of the road – a danger to pedestrians and animals, especially at night. With the addition of the new Penta complex being built on London Road at the foot of #2 Road, the situation will only get worse.

We request consideration of a change in plans for #13040 either to 2 stories of residential or to one level of commercial with 2 stories of residential above.

The infrastructure of this area cannot support the sort of densification the developer proposes.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Howe".

R.B. Howe

A handwritten signature in black ink, appearing to read "K. Covell".

K. Covell

A handwritten signature in black ink, appearing to read "R. Howe &amp; K. Covell".

## Badyal, Sara

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**From:** Maddie Youngman [tiffers@telus.net]  
**Sent:** Monday, 13 May 2013 04:58 PM  
**To:** Badyal, Sara  
**Subject:** 13040 application.

Hello Sara: First off, I want to thank you again for the time you gave me regarding the four story restructuring of 13040 No. 2 Road. . It was a great deal of information for me to take in and I apologize if I make any following mistakes.

To start you know that I oppose the planned height of four floors, but I am not opposed to change. This whole small emerald neighbourhood was made up from changes of a small group of old business warehouses until Penta saw its potential. This area is presently owned by up to a thousand individuals who love the idea of the mighty Fraser River so close and so wonderful for walking or riding or driving. From sunrise to sunset people are using the entire area for meditation or conversation and it is only when it gets dark along the river that it becomes very quiet as most of Dyke Road is unlit so there is little movement at night but come dawn and the build-up is immediate. London Road and No. 2 Road residents benefit and treasure the quiet nights immensely.

I have walked this area up to no. 3 road or to the village for almost all my forty years of living in Steveston, more so in retirement and I can honestly say there is very little unfamiliar to me and hundreds of other walkers living here. The older buildings and Britannia projects just reek of our history. The bad side of this is the tenfold rise in traffic since the development began and with the ongoing project of Penta on the Southside of London, it will mean up to 150 more cars congesting this corner area coming and going onto the street traffic. It should be noted we also have many trucks and huge vans quite often on the road here and always, more and more people who use Dyke Road, as I have for decades, taking the long way home just to feel closer to nature for the serenity and peace it gives us after many hectic hours at work or driving in the madness of traffic elsewhere. These ephemeral moments of seeking the quiet cannot be taken too lightly as we all need nature to remind us to be grateful and kinder to others and beautiful neighbourhoods help in the daily process of the humane needs in this time of history where money and politics still lead the way.

The world can be cruel as we all know but greed is too often the motivating factor and this is felt by any who take the time to see it in action. The sign for 13040's application was placed in front of the Pilates windows late at night and I saw it for the first time the next day at 6 a.m. walking my dog. Since then there have been many comments made about it all to the negative. People will be extremely unhappy to see such a large building of four stories going up that will over shadow their daily view and cast a dark and extremely cold pall over all the condo buildings presently there and occupied by people who spent their last pennies to make homes here.

The Penta building was planned at least five years ago and can be a welcome change because they plan on adding small businesses and a restaurant for the area. Shops such as children's clothing or sport wear and shoes would be welcomed because the entire area has attracted so many who enjoy outdoor sports of all types and the conviviality it brings. But allowing this high building right in the centre of the present ones is an obscenity to all who live here. Mr. Yuen it seems couldn't wait to close down the gym shortly after his sign went up and that was sadly felt by many who live here and were members of this gym. Now one has to drive miles to get to the closest gym. The same can be said when he removes the Pilates and ballet businesses and shreds the building's small cultural needs of Richmond.

Mr. Yuen's plan is to build a row of two story townhouses that will face north and have some parking in front but above these he plans to build two more stories and this is one of my main objections as the wall on the south side will be solid concrete. The present condo buildings it seems will be too close for any privacy caused by the buildings facing too closely to each other. Herein lies the need for humanity and not another greedy developer making and squeezing the most square footage from their projects. Let him realize that there are real people living in the buildings surrounding his plan and four stories will impact their lives detrimentally simply because he wants to fill his pockets with more dollars. Why not just build some attractive townhouses and be satisfied. He will undoubtedly make a large profit by doing this without causing the unhappiness and misery of two more stories blotting out so many others present views. He also plans a few commercial shops but minor compared to Penta's better planning. Keep in mind the insanity of adding up to another 100 cars coming and going on No 2 Road. It is at present dicey and dangerous to cross any street here and to widen the street and corner will be questionable as the west side seems to belong to the Federal or Provincial governments. No. 2 Road is dangerously too narrow and presently so will London Road corner be too for all this additional traffic

Of course there is also the possibility of sinkholes which happen every day somewhere in the world and the total insecurity of below ground parking .My building shares parking with the west corner condo building and its a nightmare with break-ins and even one daytime burglary on the fourth floor which will mean no doubt, higher insurance rates. But we persevere because of the neighbourhood and the people. People living here say good morning and hi and how are you. This is a good neighbourhood and so many of us living here love it the way it is and the height of this addition will destroy so many of the wonderful things we are so grateful for. The changes and construction that Penta will create will be enough for this area just with the noise factor. I ask the City of Richmond and particularly our City Councillors to stop this greed and disharmony to a small neighbourhood that cries out for your fairness and good judgement when the process reaches its final stage. We came here because of the ALR farms, the mountains the quietness and the harmony of nature and people. This oversized building destroys hopes for the area's real estate values too which will drop for many young owners shadowed by its height and there goes their equity dreams. We should be aware of this factor along with the heavy dangerous traffic, which includes bike traffic and children and baby buggies and strollers trying to cross streets. We do not need another condo building defacing the area and building a row of two story townhouses is building enough.

I challenge any of the City Councillors to park their cars and come and see this jewelled small gem of Steveston and walk to the corner of No 2 and turn left at London, get the friendly feel we have here. Help us to continue protecting not just ALR but its surrounding buildings that have been here for decades used by residents in peaceful harmony that so many other areas don't have because City Hall turned away from them. See us and help us protect what we have against just another large condo building right in the centre of our living space that will hugely impact how we feel about living in Richmond.

I state again – I am not against change but change has to be good for the majority not for the greed of one developer. I say again build the townhouses but please do not build higher than that. If any at City Hall had a huge building built just some feet away from their patio or bedroom window, would you be at peace if it got the go ahead. I pray for your wisdom and charity and the saviours of small neighbourhoods. We are at your mercy as this process proceeds.

I remain sincerely yours, Ms. M. Youngman 604 274 6488





## Rezoning Considerations

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

**Address:** 13040 No 2 Road

**File No.:** RZ 12-602748

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9094, the developer is required to complete the following:**

1. Registration of a mixed use building noise covenant on title, including the requirement to identify the building as a mixed-use building in any disclosure statement and purchase and sale agreements.
2. Registration of a flood plain covenant on Title identifying a minimum habitable elevation of 2.9 m GSC.
3. Registration of a legal agreement ensuring the provision and shared use of indoor amenity space (Min. 100 m<sup>2</sup>).
4. Registration of a legal agreement ensuring the parking gate remains open during commercial business hours and that non-residential parking is shared by visitors and commercial uses (prohibiting assignment).
5. Registration of a legal agreement ensuring both loading bays are shared by residents and commercial uses.
6. Cancellation of strata plan and winding up of strata corporation (LMS3089) pertaining to the 10 strata lot light industrial building at 13040 No. 2 Road.
7. City acceptance of the developer's offer to voluntarily contribute \$0.77 per buildable square foot of residential area and \$0.41 per buildable square foot of commercial area (e.g. \$44,591) to the City's Public Art Program.
8. City acceptance of the developer's offer to voluntarily contribute \$4.00 per buildable square foot of residential apartment housing (e.g. \$223,656) to the City's affordable housing fund as per the City's affordable housing strategy.
9. City acceptance of the developer's offer to voluntarily contribute \$150,000 to the City's Trails 2012 fund to go towards development of way-finding projects in the South Dike and Britannia Heritage Shipyards trail areas (Account 1543-40-000-CITYS-41830).
10. The submission and processing of a Development Permit\* completed to a level deemed acceptable by the Director of Development.
11. Enter into a Servicing Agreement\* for the design and construction of road and infrastructure works, including, but may not be limited to:
  - a) No. 2 Road improvements across the site frontage to extend the pavement widening, curb and gutter, grass boulevard with street trees and 2 m sidewalk to match works recently constructed to the south (SA 07-364532). Creation of a lay-by will transition the new curb to the existing driveway letdown to the north. The lay-by is to terminate south of the new driveway. Reconstruction of the adjacent property driveway letdown may be required. Existing power pole may need to be relocated.
  - b) Water works: The developer shall be responsible for the design and construction of additional fire hydrant(s) to achieve minimum spacing requirements and connected to the 300 mm diameter AC watermain located along the west side of No. 2 Road. Review of impact of the proposed works on the existing 200 mm diameter AC watermain is required and replacement or relocation of the AC watermain may be required.
  - c) Servicing Agreement to include site analyses for site connections.
  - d) Discharge sanitary sewer utilities rights-of-way (RD105058 regarding plan 56029) along the east property line only after first removing any existing utility infrastructure in the right-of-way and submitting a letter of confirmation (letter signed and sealed by a P. Eng. and addressed to the City of Richmond).
  - e) If preload and/or ground densification activities are undertaken at the development site, the developer is to obtain the services of a Geotechnical Engineer to assess the impacts to existing City & private utility infrastructure and monitor/review any settlement, including survey and video inspection of the City storm & sanitary system before and after activity.
  - f) Private utilities: Developer to provide private utility companies rights-of-ways to accommodate any above ground equipment (e.g. transformers, kiosks) and future under-grounding of overhead lines required by the proposed development.

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

1. Incorporation of measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes, including sustainability features, six (6) adaptable units and aging in place features in all units.
2. Enter into an Encroachment Agreement\* for any stairs, ramps or retaining walls that encroach into the existing sanitary sewer SRW along No. 2 Road. The parking structure is to be setback a minimum 2.5m from the edge of the existing SRW (i.e. 4.0 m from the property line). Any structures located within the SRW must be easily removable (i.e. not cast in place and not permanently attached any other structures).
3. Submission of a Construction Parking and Traffic Management Plan to the Transportation Division. The management plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
4. Submission of fire flow calculations, signed and sealed by a professional engineer, based on the Fire Underwriter Survey to confirm that there is adequate available water flow for fire fighting purposes. Based on proposed rezoning and using the OCP Model, there is sufficient water available (325 L/s at 20 psi residual supply for a minimum fire flow requirement of 220 L/s).
5. If applicable, payment of latecomer agreement charges associated with eligible latecomer works.
6. Obtain a Building Permit\* for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Division at 604-276-4285.

**Note:**

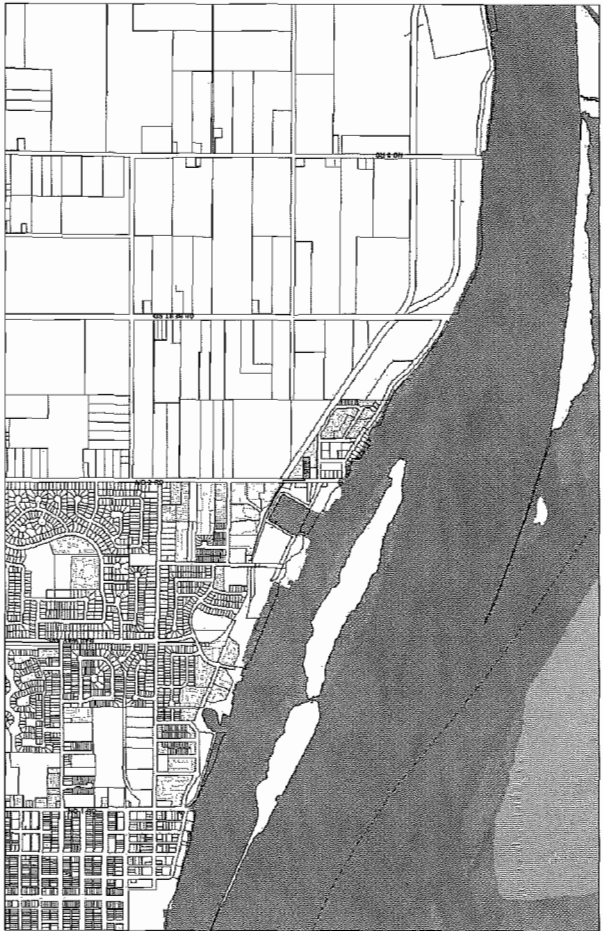
- \* This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.  
  
All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.  
  
The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, Letters of Credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.
- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

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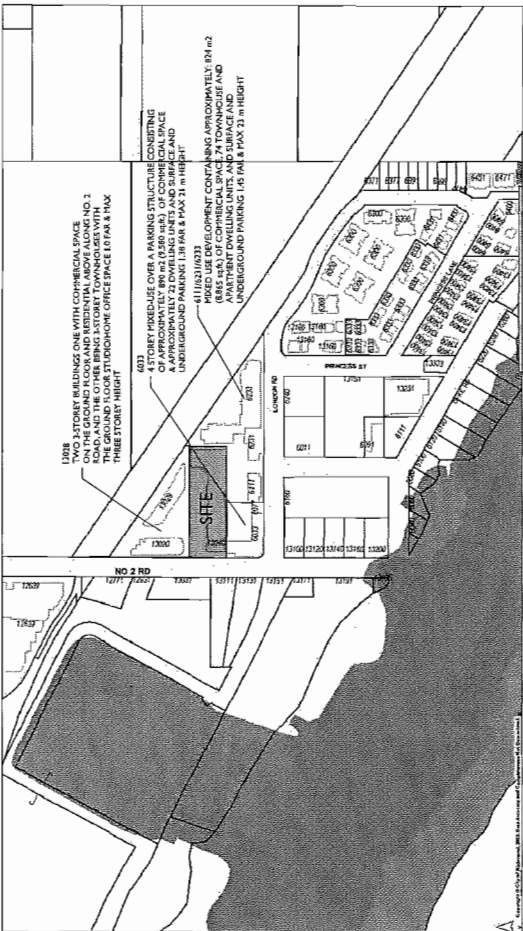
Signed

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Date



LOCATION PLAN



CONTEXT PLAN

13040 No. 2 Road, Richmond  
**HARBOUR WALK**  
 (Parking entry from No. 2 Road)  
 CNIC ADDRESS:  
 13040 No. 2 Road, Richmond  
 LEGAL DESCRIPTION:  
 WEST  
 No. 2 Road 4.5M (14.97')  
 No. 2 Road Side Yard (Rear Yard)

**ZONING:** ZNU - Site Specific  
**SET BACKS:**  
 HEIGHT:  
 Permitted 66.89'  
 Proposed 64.92'  
 4 Storeys  
 18.0m (+/-) (Main Roof)  
 19.70m (T.O. Eave)

SITE AREA:	36,1m x 10.6m	43,590.00 SF
SITE COVERAGE (PERMITTED):	0.54	23,517.57 SF
FAR		
RESIDENTIAL+COMMERCIAL	59,664	1.37
PERMITTED FAR	4,335	0.10
TOTAL FAR ALLOWED	64,019	1.47
TOTAL FAR PROPOSED	62,914	1.43
VARIANCE	-1,105	

**PERMITTED FLOOR AREA**

Level	Use	Residential	Commercial	Service	Storage	Garage	Other	Total
Level 1	14,585.00	3,783.00	27.00					18,395.00
Level 2	11,274.00	12.00	1,022.00					12,308.00
Level 3	14,826.00	89.00	54.00					15,069.00
Level 4	14,826.00	89.00	54.00					15,069.00
<b>Total Area</b>	<b>55,911.00</b>	<b>3,763.00</b>	<b>3,351.00</b>	<b>1,084.00</b>	<b>1,712.00</b>	<b>16,981.00</b>	<b>3,033.00</b>	<b>90,687.00</b>

**PARKING CALCULATION**

REQUIRED	PROVIDED	TYPE
1.5 SPACES PER DWELLING UNIT	82.5	103
1.5 SPACES PER COMMERCIAL SPACE	11.0	12
1.5 SPACES PER VISITOR SPACE	1.0	1
<b>TOTAL PARKING</b>	<b>106.5</b>	<b>116</b>

**BICYCLE PARKING CALCULATION**

REQUIRED	PROVIDED	TYPE
1.5 SPACES PER DWELLING UNIT	82.5	103
1.5 SPACES PER COMMERCIAL SPACE	11.0	12
1.5 SPACES PER VISITOR SPACE	1.0	1
<b>TOTAL BICYCLE PARKING</b>	<b>106.5</b>	<b>116</b>

**LOADING SPACE CALCULATION**

REQUIRED	PROVIDED	TYPE
1.5 SPACES PER DWELLING UNIT	82.5	103
1.5 SPACES PER COMMERCIAL SPACE	11.0	12
1.5 SPACES PER VISITOR SPACE	1.0	1
<b>TOTAL LOADING SPACE</b>	<b>106.5</b>	<b>116</b>



NOTES

1. THE PROPOSED DEVELOPMENT IS SUBJECT TO THE APPROVAL OF THE LOCAL AUTHORITY.  
 2. THE PROPOSED DEVELOPMENT IS SUBJECT TO THE APPROVAL OF THE LOCAL AUTHORITY.  
 3. THE PROPOSED DEVELOPMENT IS SUBJECT TO THE APPROVAL OF THE LOCAL AUTHORITY.

**HARBOUR WALK**  
**13040 NO. 2 ROAD**  
**RICHMOND, B.C.**  
**FOR FORTUNE VENTURE**  
**ENTERPRISES LTD.**  
**SITE CONTEXT & STATISTICS**  
 DATE: 10/10/2013  
 DRAWN BY: [Name]  
 CHECKED BY: [Name]  
 SCALE: 1:119  
 PROJECT NO: 1119  
**A-0.02**

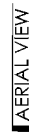
STATISTICS



1

## NOTES

REV	DATE	BY	CHK
1	08/01/20		
2	07/02/20		
3	06/23/20		



VIEW A - STREETSCAPE ALONG LONDON ROAD



**VIEW B - STREETSCAPE ALONG NO. 2 ROAD**

**#6033**

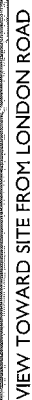
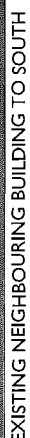
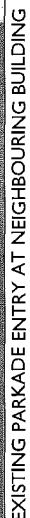
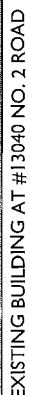
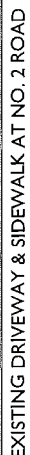
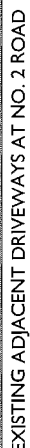
**EXISTING BUILDING  
TO BE DEMOLISHED**

## SITES

## SITE CONTEXT & PHOTOS

DATE	FEB. 2012
DRAWN BY	BF
CHECKED BY	TS
SCALE	1/2" = 1'-0"

**A-0.03**



CONTEXT  
PHOTOS

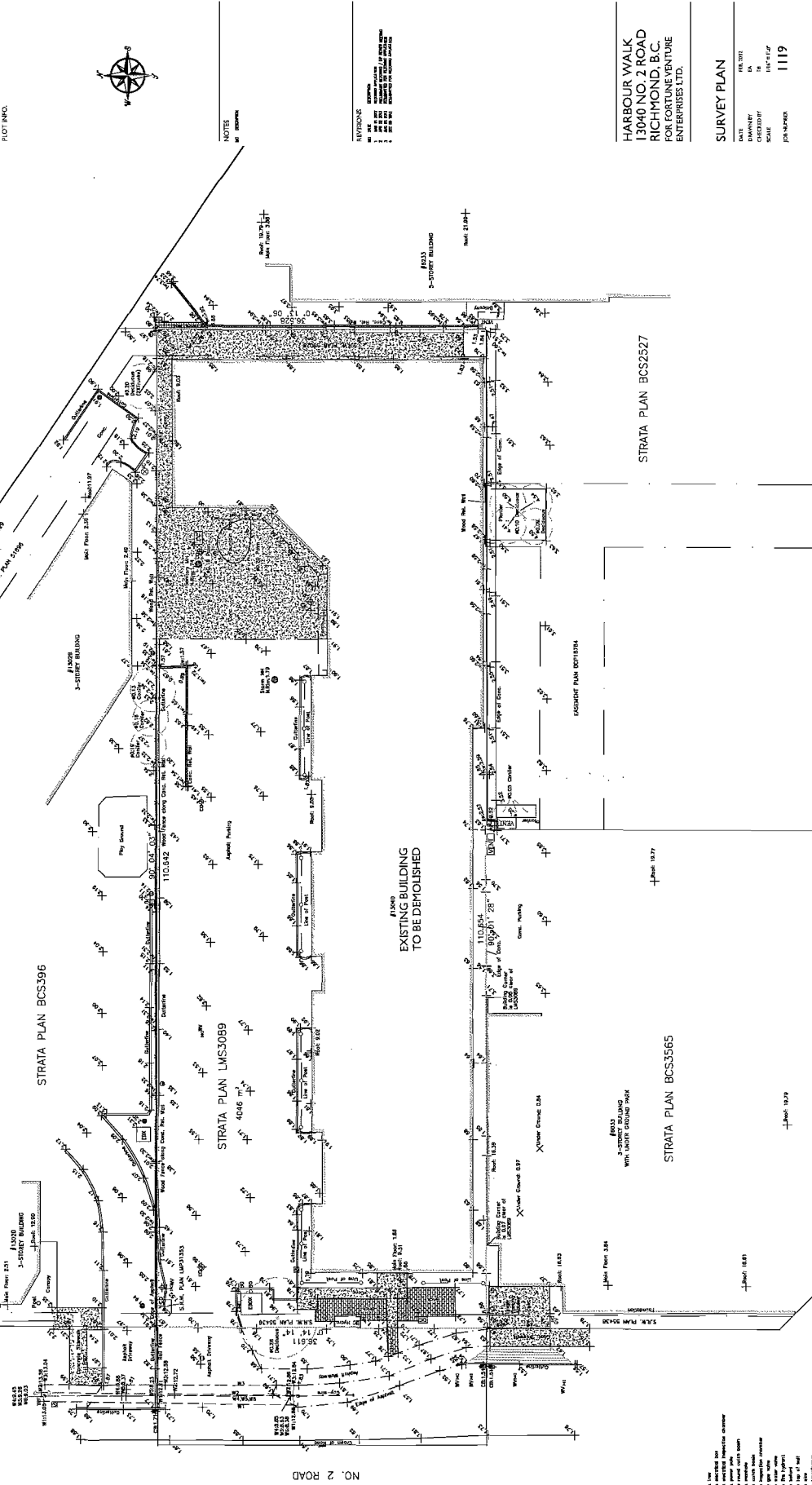
A-0.04

TOPOGRAPHIC SURVEY OF STRATA PLAN LMS3089 SECTION 18 BLOCK 3 NORTH RANGE 6 WEST  
NEW WESTMINSTER DISTRICT



NOTE:  
Elevations shown are based on City of  
Richmond IPM Benchmarks nearest  
to the project. The datum used is IPM04282  
located at the corner of No. 2 Road &  
Stevenson Highway.  
Elevation = 115.55 metres

#13040 NO. 2 ROAD,  
RICHMOND, B.C.

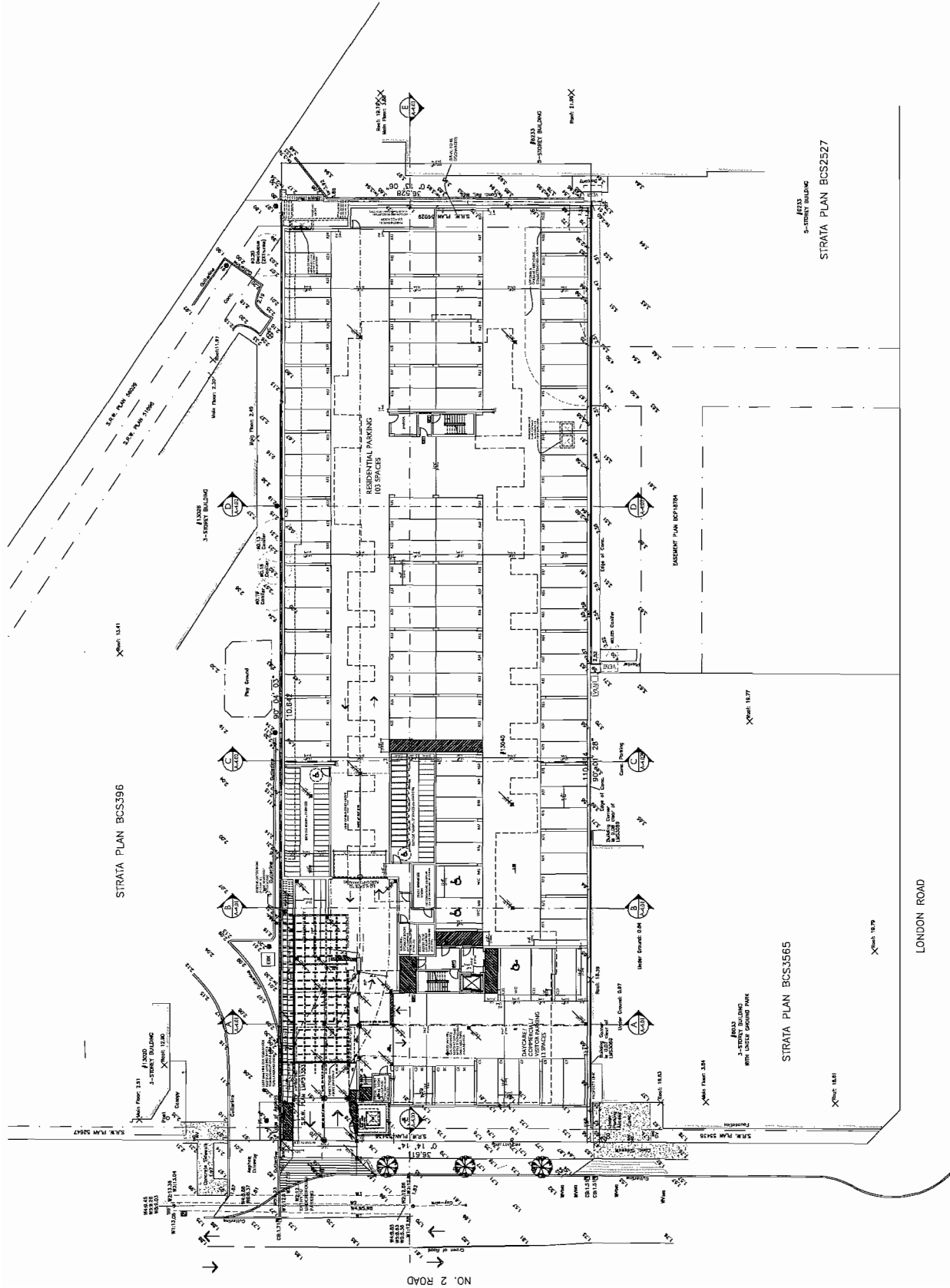


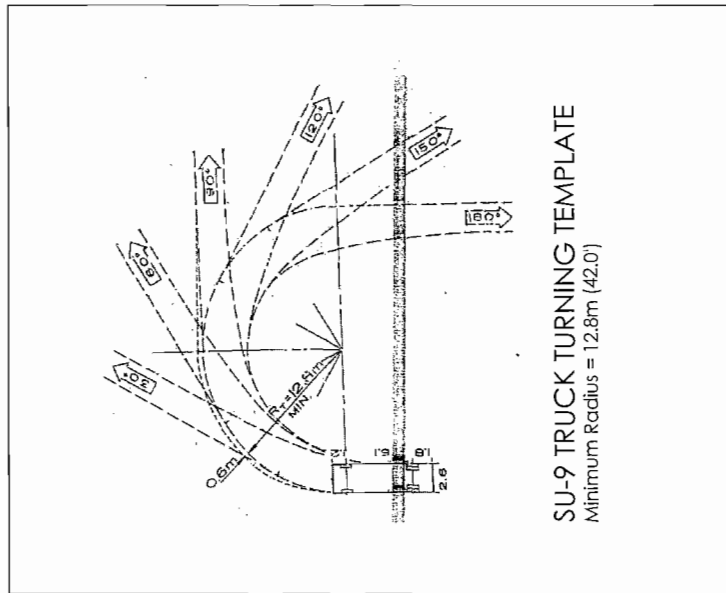
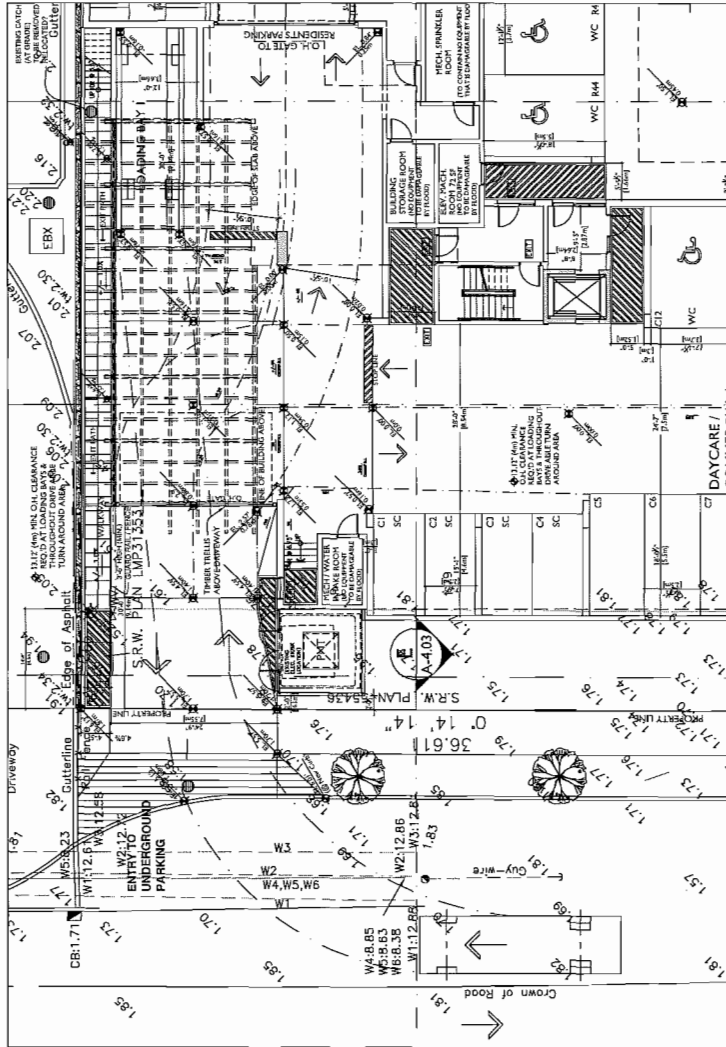
HARBOUR WALK  
13040 NO. 2 ROAD  
RICHMOND, B.C.  
FOR FORTUNE VENTURE  
ENTERPRISES LTD.

**SURVEY PLAN**  
DATE: 1/11/2011  
DRAWN BY: J. B. BROWN  
CHECKED BY: J. B. BROWN  
SCALE: 1/4" = 1' 0"  
JOB NO.: 1119

A-0.05







1. TRUCK ENTERING LOADING BAY 1 IN PARKADE

HARBOUR WALK  
 13040 NO. 2 ROAD  
 RICHMOND, B.C.  
 FOR FUTURE  
 ENTERPRISE LTD.

LOADING DIAGRAMS:  
 ENTERING PARKADE

DATE: MAY 2011  
 DRAWN BY: EA  
 CHECKED BY: JH  
 SCALE: 1/8" = 1'-0"  
 JOB NUMBER: 1119

A-1.01





NOTES

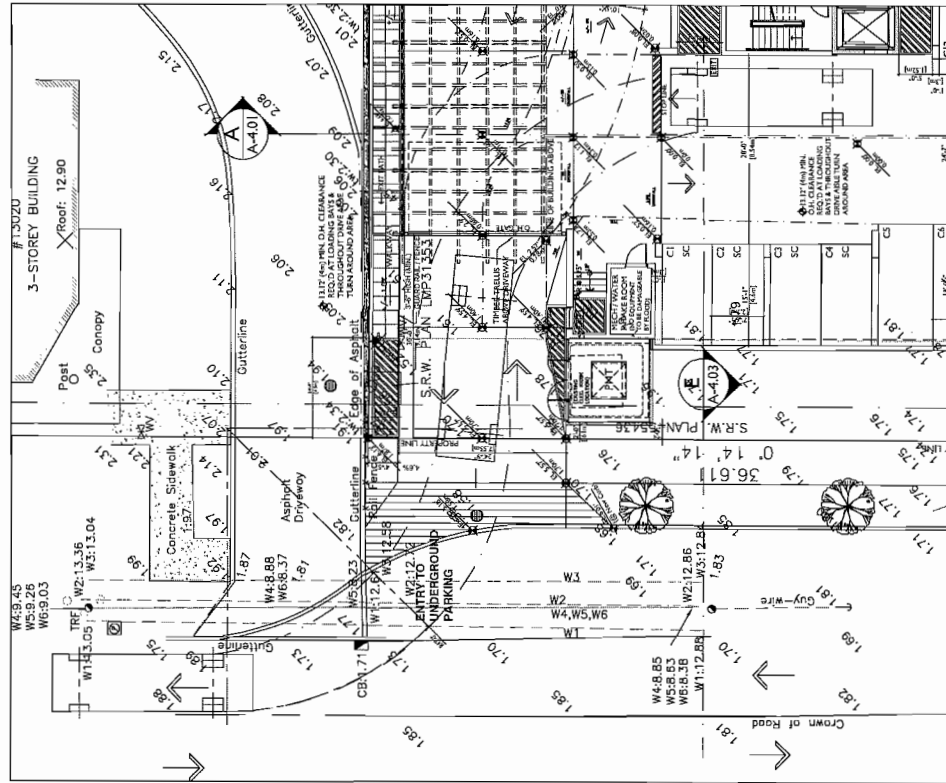
REVISIONS

HARBOUR WALK  
 13040 NO. 2 ROAD  
 RICHMOND, B.C.  
 FOR FORTUNE VENTURE  
 ENTERPRISES LTD.

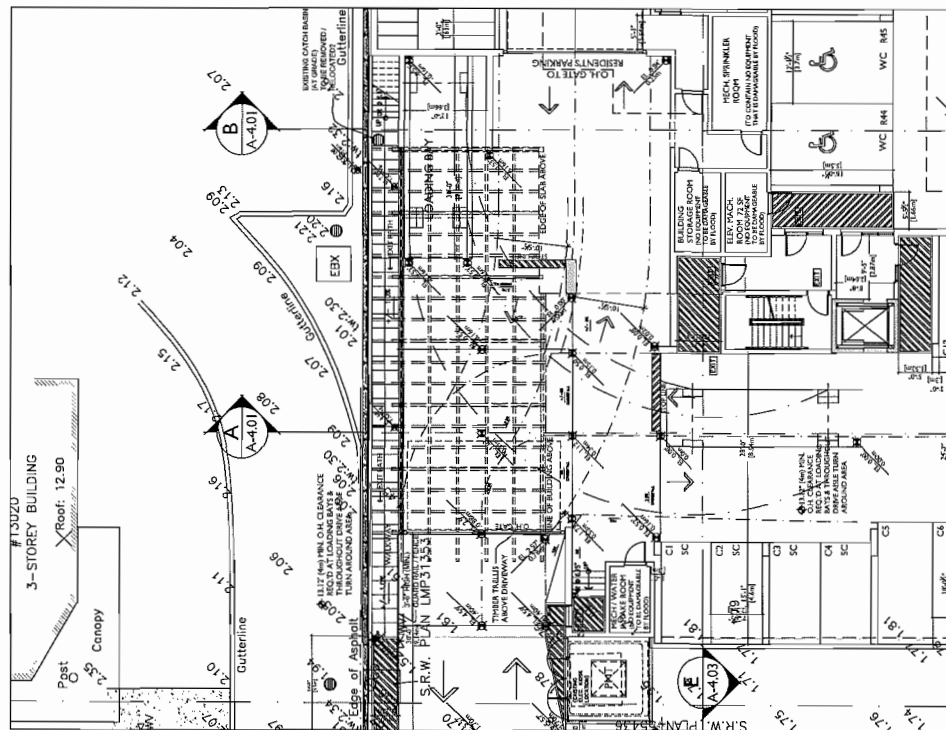
LOADING DIAGRAMS:  
 EXITING PARKADE

DATE: MAR 2011  
 DRAWN BY: A  
 CHECKED BY: A  
 SCALE: 1/8" = 1'-0"  
 JOB NUMBER: 1119

A-1.02



3. TRUCK EXITING PARKADE TO STREET



2. TRUCK BACKING OUT OF LOADING BAY 1



**NOTES**  
 1. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL DETAILS.  
 2. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL MATERIALS.  
 3. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL FINISHES.  
 4. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL EQUIPMENT.  
 5. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL UTILITIES.  
 6. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL LANDSCAPE.  
 7. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL STRUCTURE.  
 8. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL MECHANICAL.  
 9. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL ELECTRICAL.  
 10. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL PIPING.  
 11. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL ROOFING.  
 12. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL EXTERIOR FINISHES.  
 13. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL INTERIOR FINISHES.  
 14. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL FURNITURE.  
 15. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL FIXTURES.  
 16. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL ACCESSORIES.  
 17. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL OTHERS.

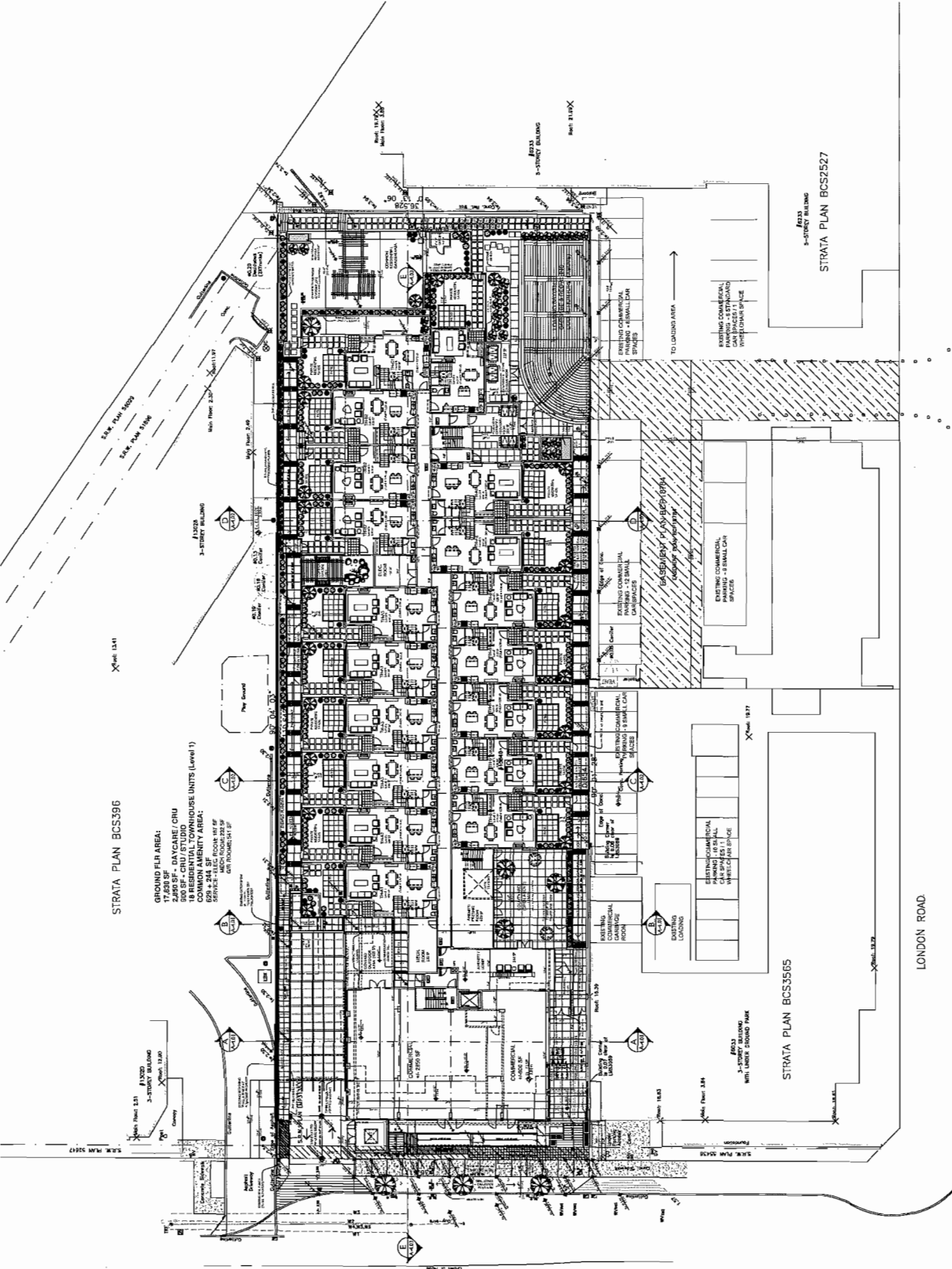
**REFERENCES**  
 1. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL DETAILS.  
 2. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL MATERIALS.  
 3. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL FINISHES.  
 4. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL EQUIPMENT.  
 5. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL UTILITIES.  
 6. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL LANDSCAPE.  
 7. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL STRUCTURE.  
 8. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL MECHANICAL.  
 9. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL ELECTRICAL.  
 10. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL PIPING.  
 11. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL ROOFING.  
 12. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL EXTERIOR FINISHES.  
 13. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL INTERIOR FINISHES.  
 14. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL FURNITURE.  
 15. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL FIXTURES.  
 16. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL ACCESSORIES.  
 17. SEE ARCHITECT'S RECORD DRAWINGS FOR ALL OTHERS.

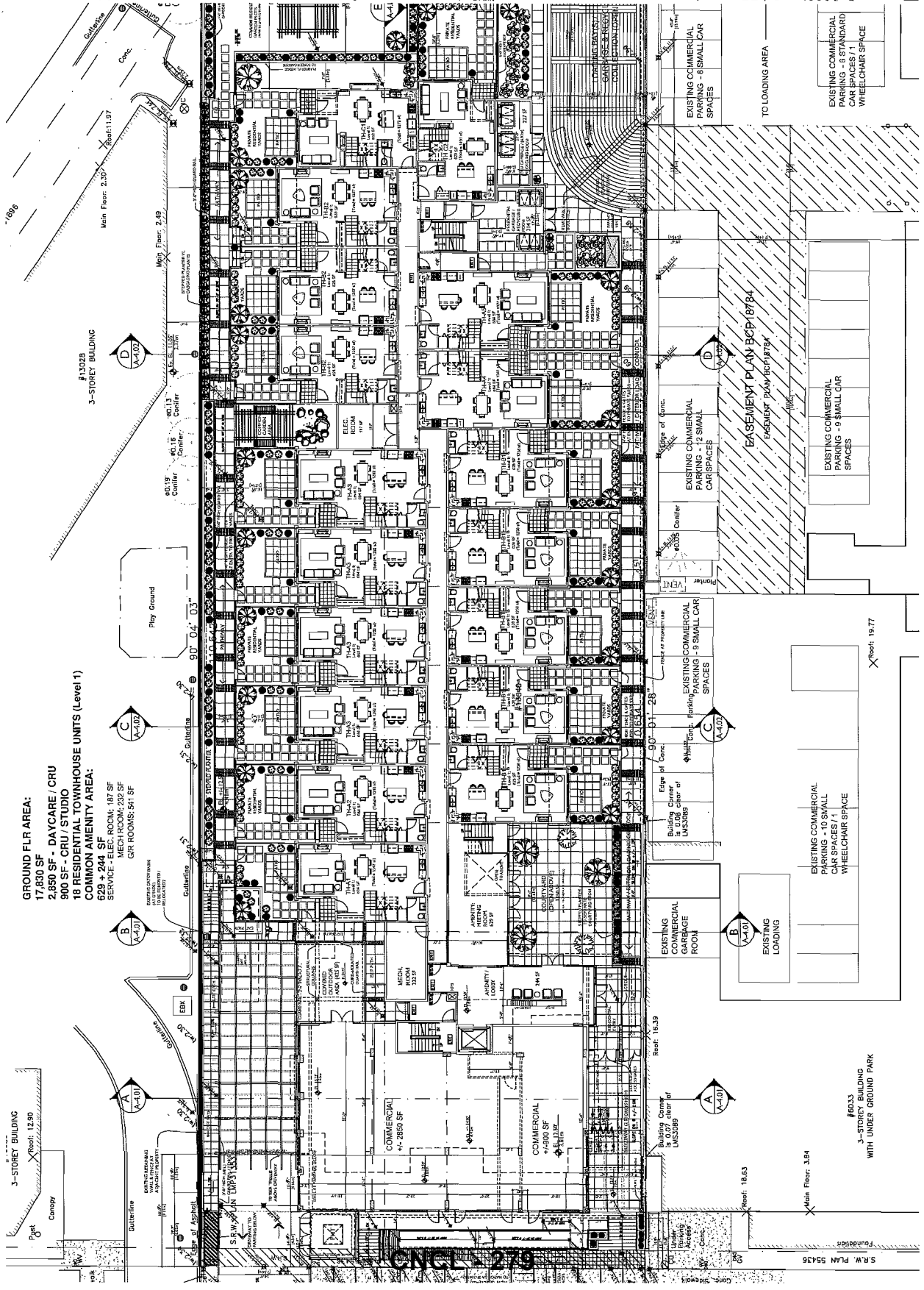
**HARBOUR WALK  
 13040 NO. 2 ROAD  
 RICHMOND, B.C.  
 FOR ADVENTURE  
 ENTERPRISES LTD.**

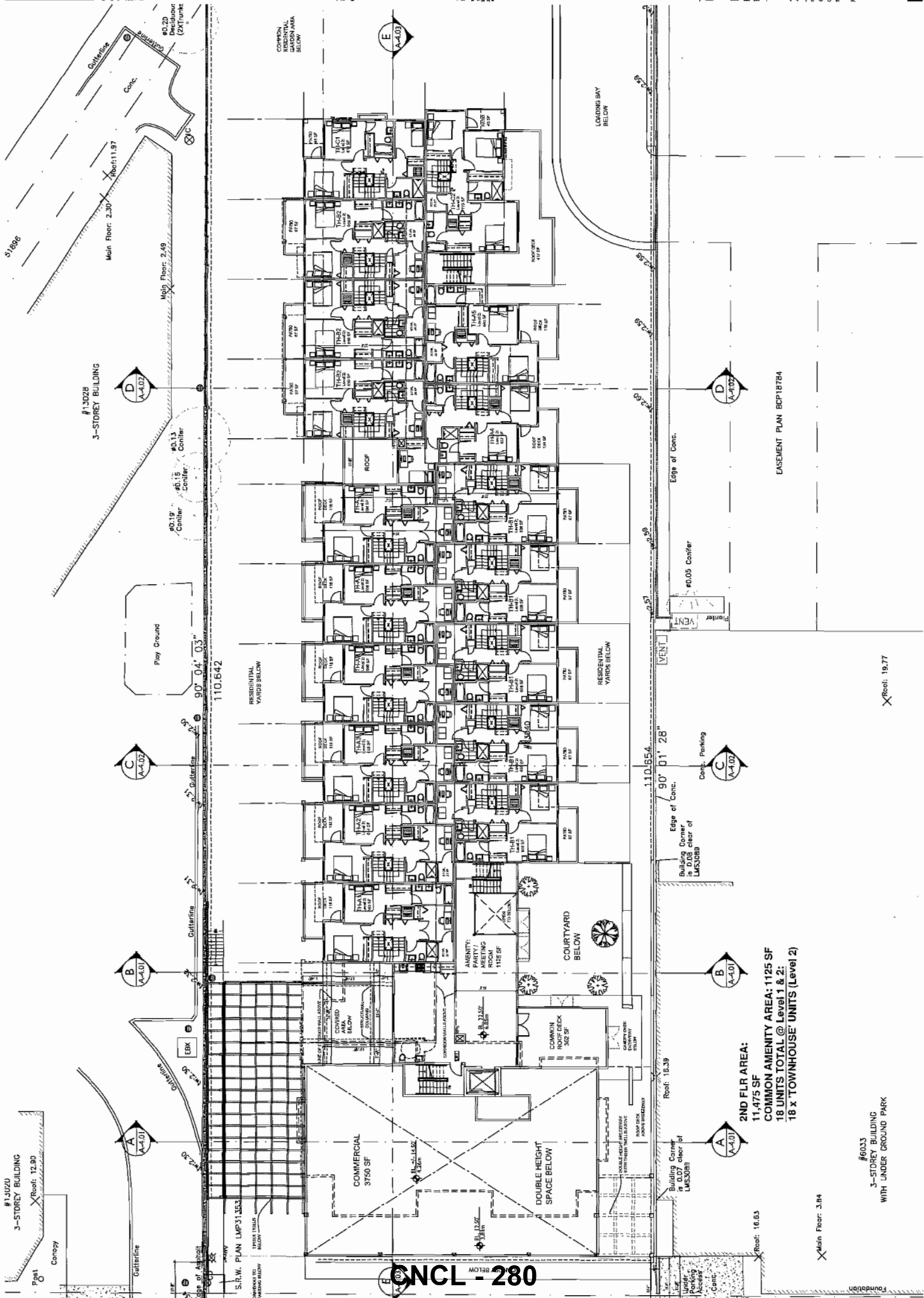
**SITE / GROUND  
 FLOOR PLAN**

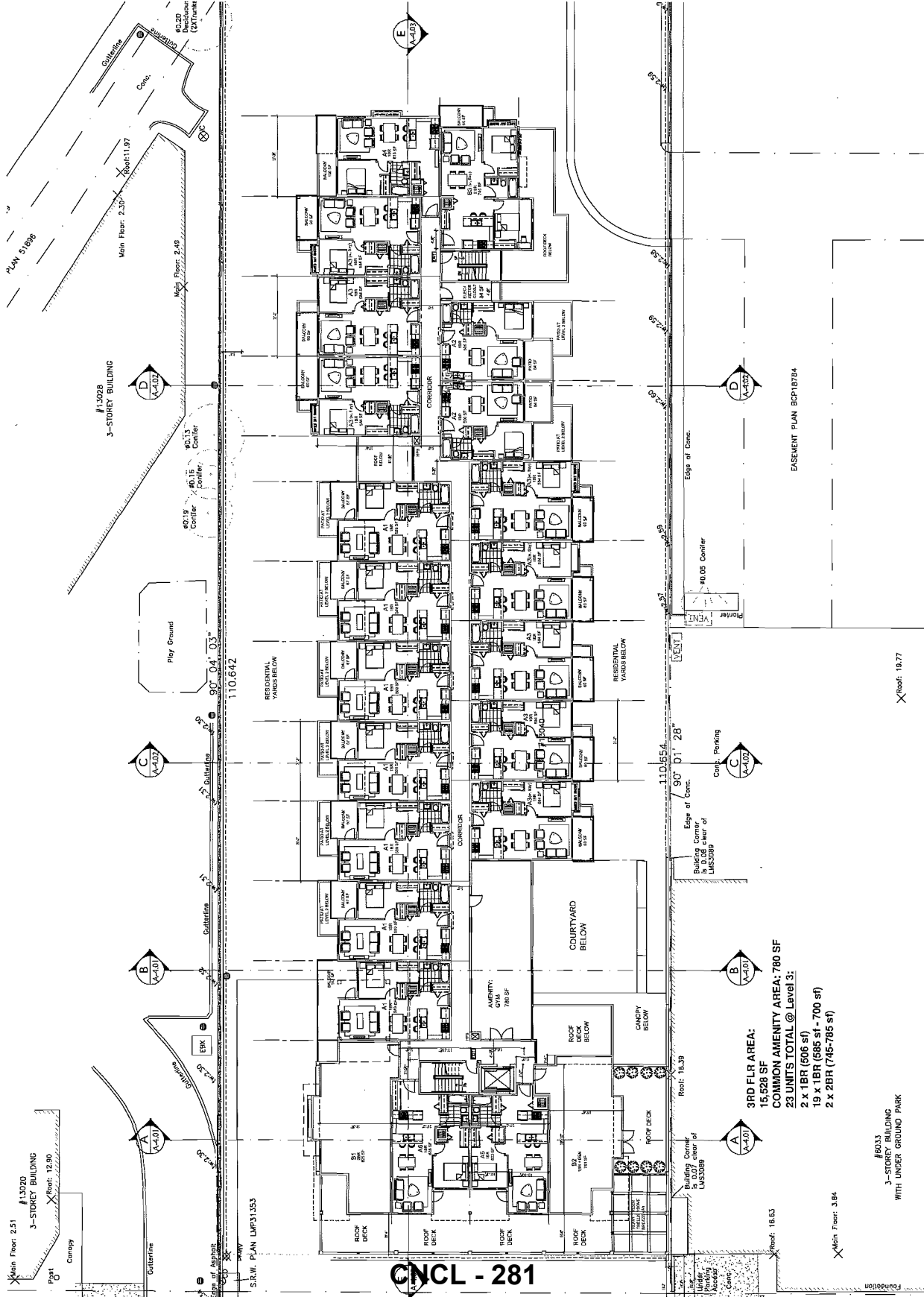
**DATE** FEB 2014  
**DRAWN BY** GA  
**CHECKED BY** GA  
**SCALE** 1/8" = 1'-0"  
**JOB NUMBER** 1119

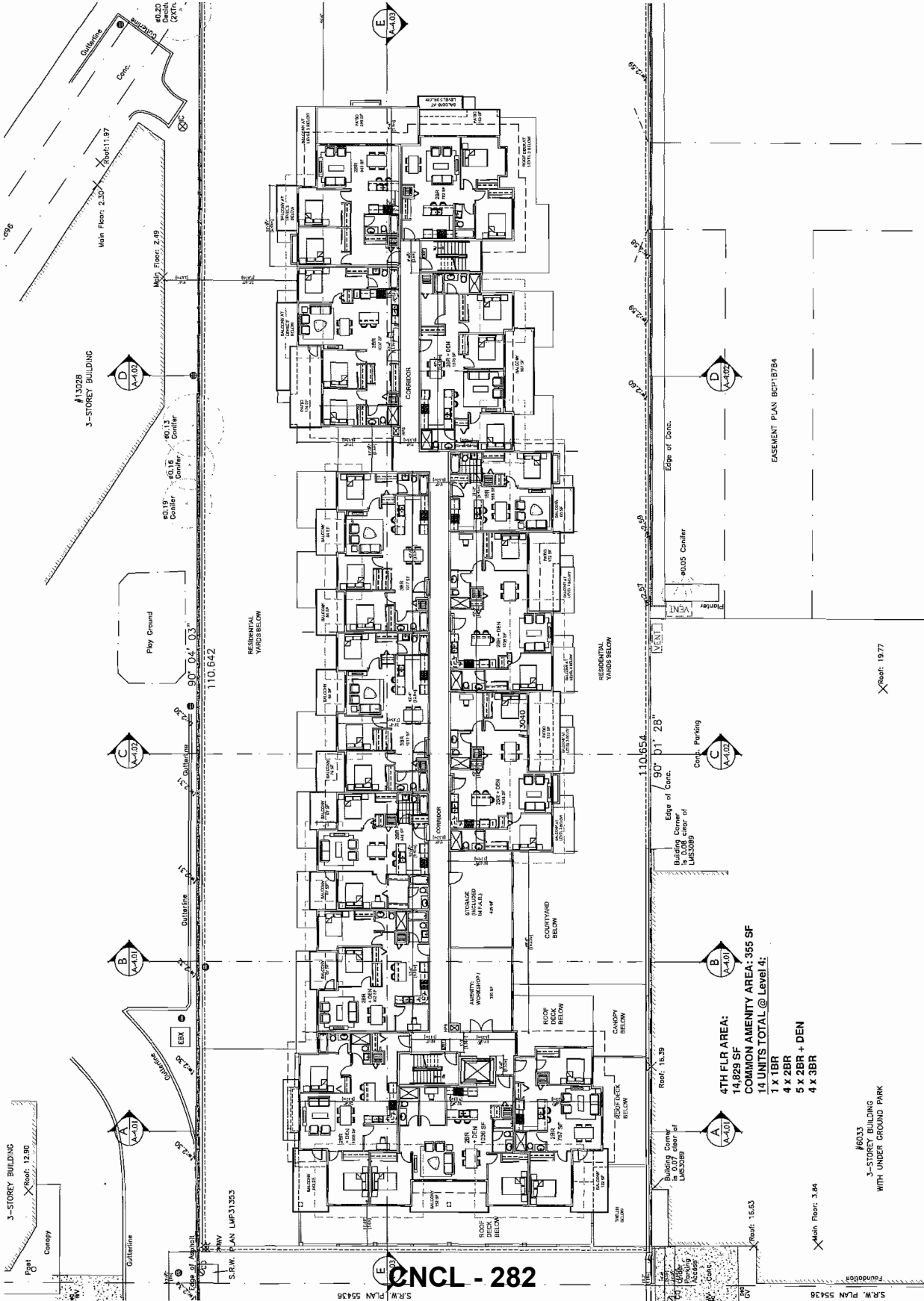
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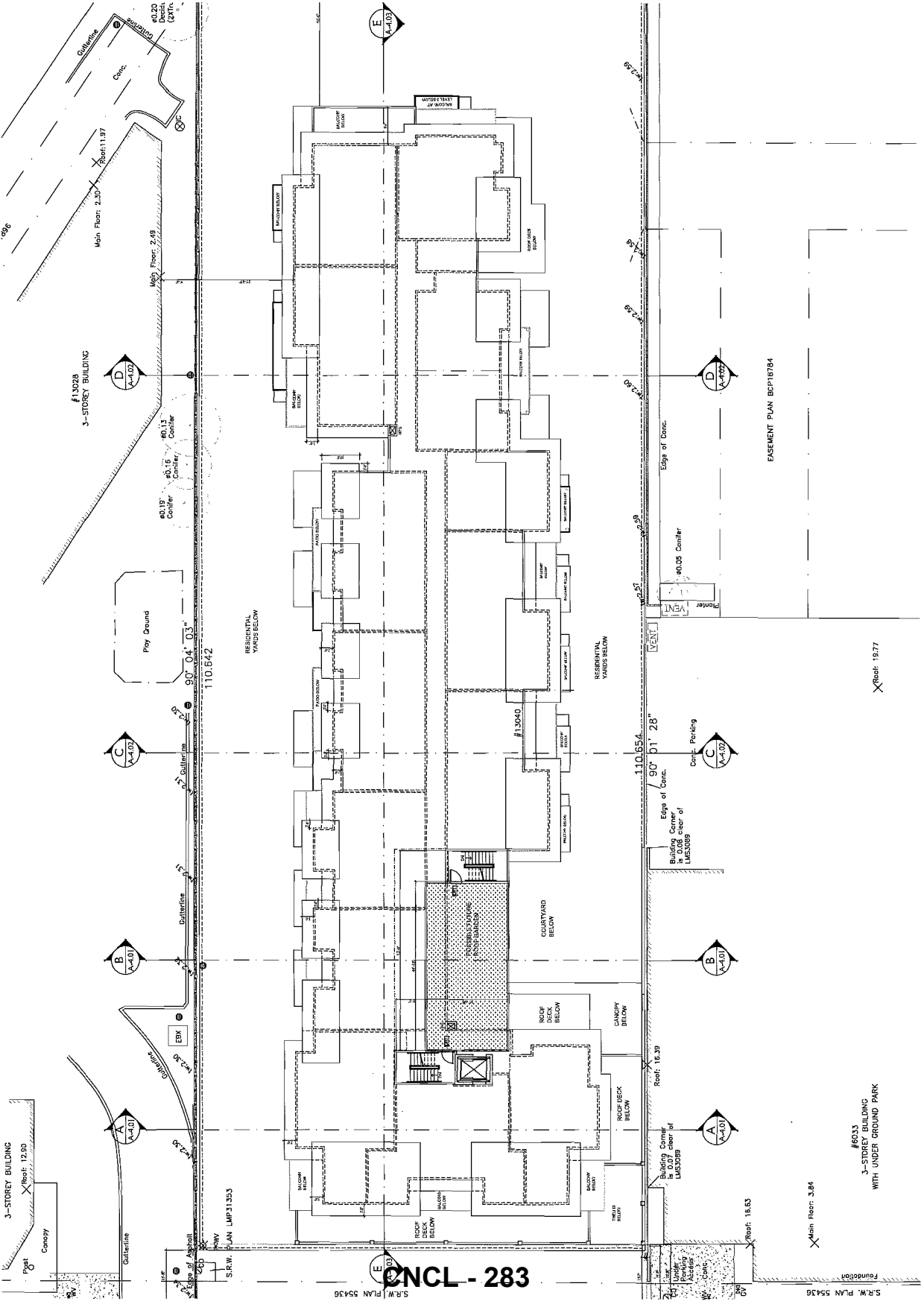












**HARBOUR WALK**  
13040 NO. 2 ROAD  
RICHMOND, B.C.  
FOR FORTUNE VENTURE  
ENTERPRISES LTD.

**ROOF PLAN**

DATE	JAN 2011
DRAWN BY	DA
CHECKED BY	DA
SCALE	1/8" = 1'-0"
JOB NO.	1119

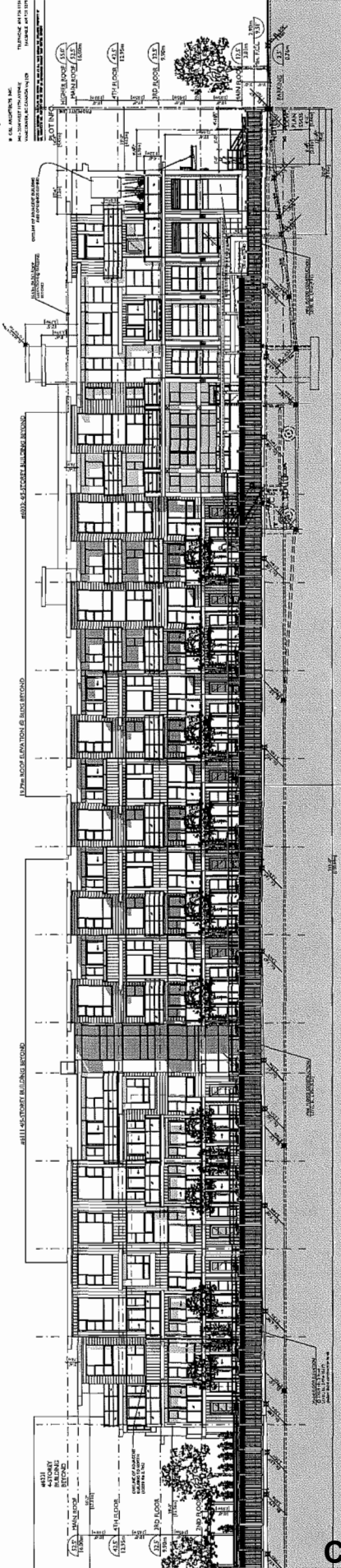
**A-2.05**

#6033  
3-STORY BUILDING  
WITH UNDER GROUND PARK

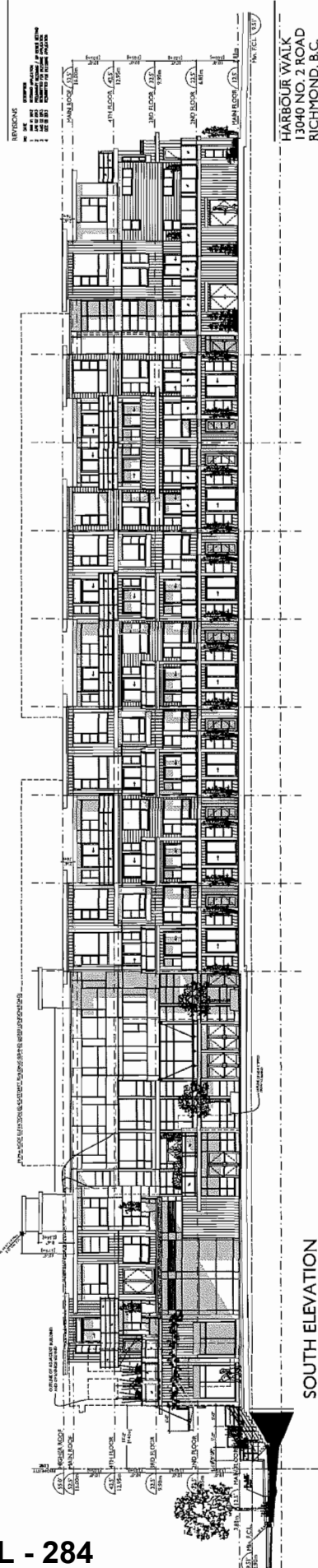
Ref: 19.77

Attn: Room: 3.84

**ENCL - 283**



NORTH ELEVATION

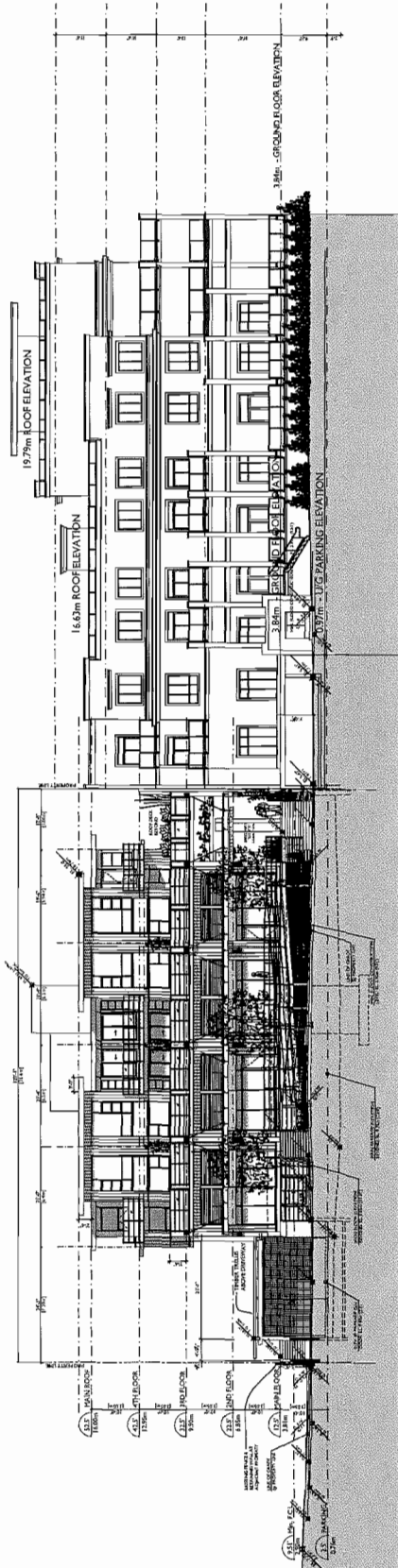


SOUTH ELEVATION

HARBOUR WALK  
13040 NO. 2 ROAD  
RICHMOND, B.C.  
FOR OPTIMUM VENTURE  
ENTERPRISES LTD.

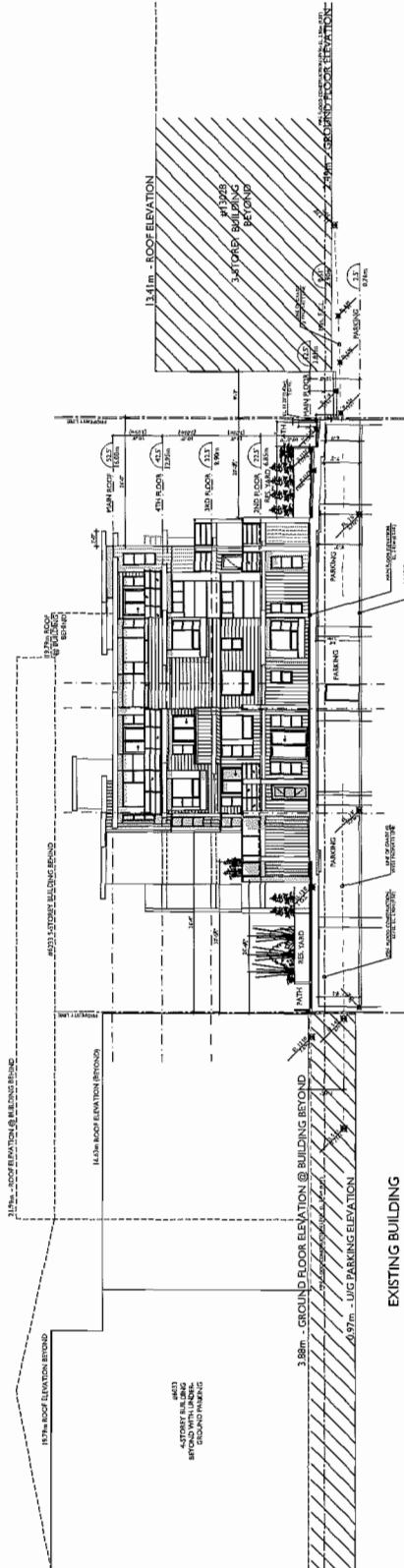
ELEVATIONS	
NORTH / SOUTH	
DATE	1.1.11
DESIGNER	GA
SCALE	3/32" = 1'-0"
PROJECT NO.	1119





WEST ELEVATION

EXISTING BUILDING  
#5033 4-STORY BUILDING  
WITH UNDERGROUND PARKING



## EXISTING BUILDING

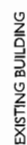
EAST ELEVATION

HARBOUR WALK  
13040 NO. 2 ROAD  
RICHMOND, B.C.  
FOR FORTUNE VENTURE  
ENTERPRISES LTD.

ELEVATIONS  
EAST / WEST

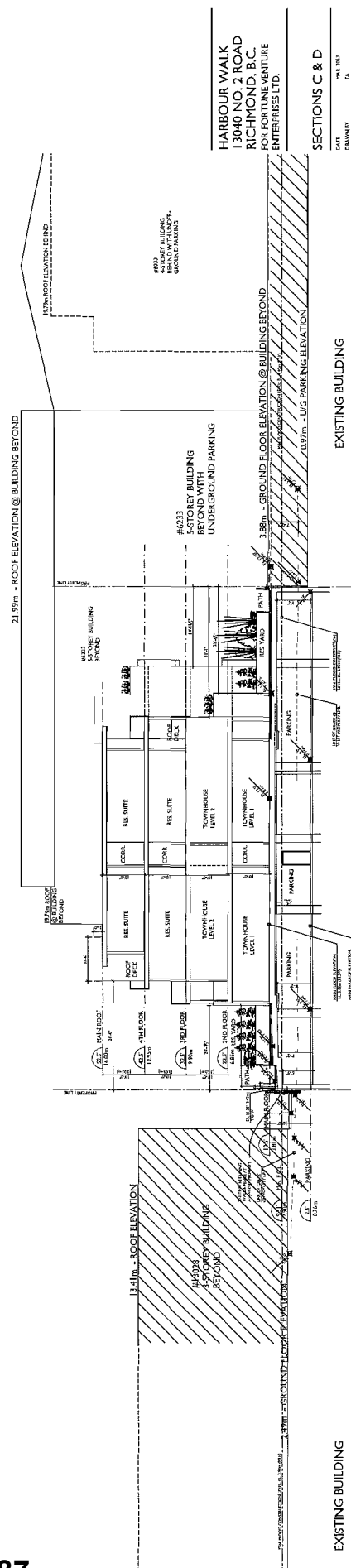
DATE	JUL 2013
DRAWN BY	GA
CHECKED BY	TB
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JOB NUMBER	1111

**A-3.02**

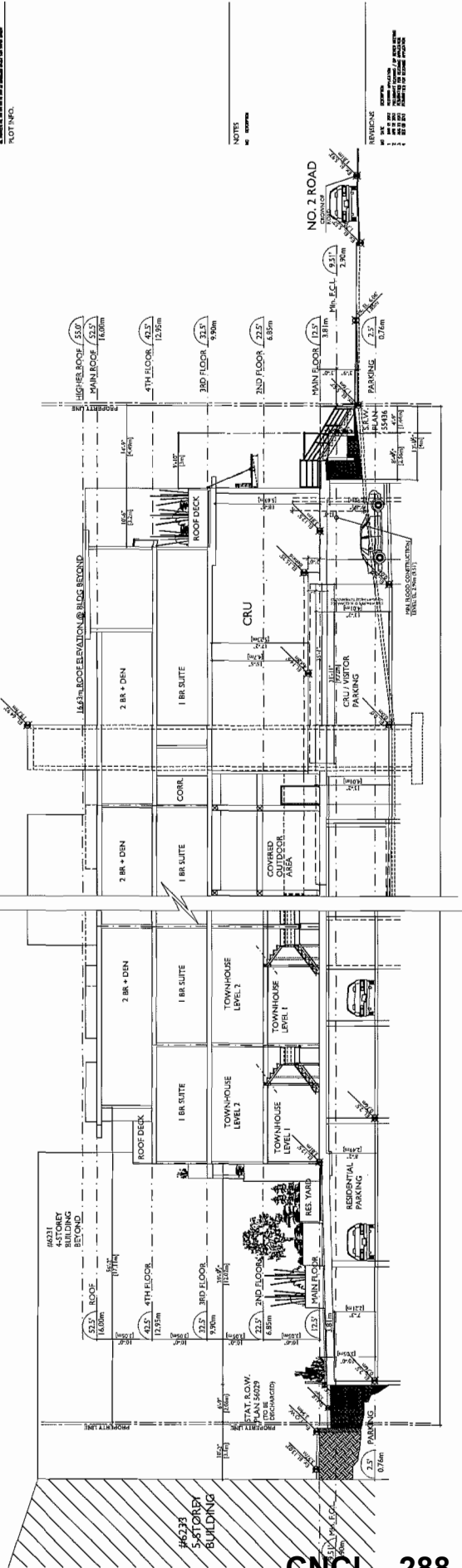
[illegible]

DATE	PMAR 2013
REASONED BY	CA
CHECKED BY	TB
SCALE	30210 PLAT
THE ADJUTANT	1119

A-4.01



21.99m - ROOF ELEVATION





**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9094 (RZ 12-602748)  
13040 No. 2 Road**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended by:
  - a. Inserting the following into the end of the table contained in Section 5.15.1 regarding Affordable Housing density bonusing provisions:

Zone	Sum Per Buildable Square Foot of Permitted <b>Principal Building</b>
"ZMU24	\$4.00"

- b. Inserting the following into Section 20 (Site Specific Mixed Use Zones), in numerical order:

**"20.24 Commercial Mixed Use (ZMU24) – London Landing (Steveston)**

**20.24.1 Purpose**

The **zone** provides for **commercial**, residential and industrial **uses** in the Steveston area.

**20.24.2 Permitted Uses**

- **child care**
- **education, commercial**
- **health service, minor**
- **housing, apartment**
- **industrial, general**
- **manufacturing, custom indoor**
- **office**
- **recreation, indoor**
- **restaurant**
- **retail, convenience**
- **retail, general**

- **service, business support**
- **service, financial**
- **service, household repair**
- **service, personal**
- **studio**

#### 20.24.3 Secondary Uses

- **boarding and lodging**
- **community care facility, minor**
- **home business**

#### 20.24.4 Permitted Density

1. The maximum **floor area ratio** (FAR) is 1.0, together with an additional:
  - a) 0.1 floor area ratio provided that it is entirely used to accommodate **amenity space**.
2. Notwithstanding Section 20.24.4.1, the reference to “1.0” in relation to the maximum **floor area ratio** (FAR) is increased to a higher **density** of “1.37” if:
  - a) for rezoning applications involving 80 or less **apartment housing dwelling units**, the **owner** pays into the **affordable housing reserve** the sum specified in Section 5.15 of this bylaw at the time **Council** adopts a zoning amendment bylaw to include the **owner’s lot** in the ZMU24 zone; or
  - b) for rezoning applications involving more than 80 **apartment housing dwelling units**, and prior to first occupancy of the **building**, the **owner**:
    - i) provides in the **building** not less than four **affordable housing units** and the combined **habitable space** of the total number of **affordable housing units** would comprise at least 5% of the total **building** area; and
    - ii) enters into a **housing agreement** with respect to the **affordable housing units** and registers the **housing agreement** against the title to the **lot**, and files a notice in the Land Title Office.

#### 20.24.5 Permitted Lot Coverage

1. The maximum lot coverage is 54% for **buildings**.

#### 20.24.6 Yards & Setbacks

1. The minimum **front yard** setback is 4.5 m, except that:
  - a) removable ramps, removable retaining walls and removable metal stairs attached to the foundation wall may project into the **setback** up to the **lot line**.

2. A parking **structure** may project into the public **road setback** subject to it being landscaped or screened by a combination of trees, shrubs, ornamental plants or lawn as specified by a Development Permit approved by the **City**.

3. There is no minimum **side yard** or **rear yard**.

#### 20.24.7 Permitted Heights

1. The maximum **height** for **buildings** and **accessory structures** is 21.0 m and no more than four **storeys**.

#### 20.24.8 Subdivision Provisions/Minimum Lot Size

1. There are no minimum **lot width**, **lot depth** or **lot area** requirements.

#### 20.24.9 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided in accordance with the provisions of Section 6.0.

#### 20.24.10 On-Site Parking and Loading

1. On-site **vehicle** and bicycle parking and loading shall be provided according to the standards set out in Section 7.0.

#### 20.24.11 Other Regulations

1. The following **uses** permitted by this **zone** shall only be located on the ground floor of a **building**:
  - a) **child care**;
  - b) **education, commercial**;
  - c) **health service, minor**;
  - d) **industrial, general**;
  - e) **manufacturing, custom indoor**;
  - f) **office**;
  - g) **recreation, indoor**;
  - h) **restaurant**;
  - i) **retail, convenience**;
  - j) **retail, general**;
  - k) **service, business support**;
  - l) **service, financial**;
  - m) **service, household repair**;
  - n) **service, personal**; and
  - o) **studio**.

2. **Apartment housing** located within this **zone** shall not be situated within 19.8 m of the **lot line** abutting a **road** on the ground floor of a **building**.
3. The following **secondary uses** are permitted in this **zone** provided they are restricted to **apartment housing** units in which the **uses** are located:
  - a) **boarding and lodging**;
  - b) **community care facility, minor**;
  - c) **home business**.
4. Signage must comply with the City of Richmond's Sign Bylaw No. 5560, as it applies to **development** in the Steveston Commercial (CS3) **zone**.
5. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and the Specific Use Regulations in Section 5.0 apply."
2. 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 of the following area and by designating it "**COMMERCIAL MIXED USE (ZMU24) – LONDON LANDING (STEVESTON)**".

P.I.D. 024-025-917

STRATA LOT 1 SECTION 18 BLOCK 3 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT STRATA PLAN LMS3089  
TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1

P.I.D. 024-025-925

STRATA LOT 2 SECTION 18 BLOCK 3 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT STRATA PLAN LMS3089  
TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1

P.I.D. 024-025-933

STRATA LOT 3 SECTION 18 BLOCK 3 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT STRATA PLAN LMS3089  
TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1

P.I.D. 024-025-941

STRATA LOT 4 SECTION 18 BLOCK 3 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT STRATA PLAN LMS3089  
TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1



P.I.D. 024-025-950

STRATA LOT 5 SECTION 18 BLOCK 3 NORTH RANGE 6 WEST NEW  
WESTMINSTER DISTRICT STRATA PLAN LMS3089

TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION  
TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1

P.I.D. 024-025-968

STRATA LOT 6 SECTION 18 BLOCK 3 NORTH RANGE 6 WEST NEW  
WESTMINSTER DISTRICT STRATA PLAN LMS3089

TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION  
TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1

P.I.D. 024-025-976

STRATA LOT 7 SECTION 18 BLOCK 3 NORTH RANGE 6 WEST NEW  
WESTMINSTER DISTRICT STRATA PLAN LMS3089

TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION  
TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1

P.I.D. 024-025-984

STRATA LOT 8 SECTION 18 BLOCK 3 NORTH RANGE 6 WEST NEW  
WESTMINSTER DISTRICT STRATA PLAN LMS3089

TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION  
TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1

P.I.D. 024-025-992

STRATA LOT 9 SECTION 18 BLOCK 3 NORTH RANGE 6 WEST NEW  
WESTMINSTER DISTRICT STRATA PLAN LMS3089

TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION  
TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1

P.I.D. 024-026-000

STRATA LOT 10 SECTION 18 BLOCK 3 NORTH RANGE 6 WEST NEW  
WESTMINSTER DISTRICT STRATA PLAN LMS3089

TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION  
TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1

3. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 9094”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

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\_\_\_\_\_  
MAYOR

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



# City of Richmond

## Report to Committee Planning and Development Department

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


**Date:** January 10, 2013

**File:** ZT 13-645068

**Re:** Application by JAK Group, DBA and DKJK Investments Ltd. for a Zoning Text Amendment to Amend the "Auto-Oriented Commercial (CA)" Zone to Permit a Type 2 Retail Liquor Store at 8555 Sea Island Way and to Amend the "Hotel Commercial (ZC16) – Capstan Village (City Centre)" Zone to Remove a Type 1 Liquor Store from 3031 No. 3 Road

### Staff Recommendation

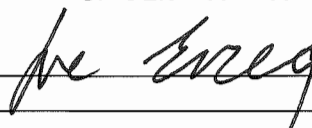
1. That Richmond Zoning Bylaw 8500, Amendment Bylaw 9091, to amend the "Auto-Oriented Commercial (CA)" zone to allow a 222 m<sup>2</sup> type 2 retail liquor store at 8555 Sea Island Way, be introduced and given first reading; and
2. That Richmond Zoning Bylaw 8500, Amendment Bylaw 9092, to amend the "Hotel Commercial (ZC16) – Capstan Village (City Centre)" zone to remove type 1 retail liquor store as a secondary use at 3031 No. 3 Road, be introduced and given first reading.

  
Wayne Craig  
Director of Development

SB:blg  
Att.

### REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER



## Staff Report

### Origin

JAK Group, DBA and DKJK Investments Ltd. have applied to the City of Richmond for a zoning text amendment to the “Auto-Oriented Commercial (CA)” zone to allow a type 2 retail liquor store located at 8555 Sea Island Way (Unit 135 and 140 of 8555 Sea Island Way)(**Attachments 1, 2 & 3**).

Staff recommends that the subject zoning text amendment application (ZT 13-645068) be accompanied with a second zoning text amendment to remove the permitted secondary use of “Retail Liquor 1” (private liquor store) for the former private liquor store location at 3031 No. 3 Road on a site zoned “Hotel Commercial (ZC16) – Capstan Village (City Centre)” (**Attachment 4**). The liquor store was located in the Comfort Inn Hotel building, which is in the process of being demolished.

There is no Development Permit or Servicing Agreement associated with the zoning text amendment application.

### Background

The intent of the subject application is to accommodate the relocation of the liquor store license from the former Comfort Inn at 3031 No. 3 Road (**Attachment 4**) to a new location across the street in the existing commercial shopping centre at 8555 Sea Island Way. The applicant intends to construct a 221.7 m<sup>2</sup> (2,386 ft<sup>2</sup>) liquor store in unit 135 and 140 of the commercial building addressed 8555 Sea Island Way.

To allow type 2 liquor retail use at the proposed new location, the “Auto-Oriented Commercial (CA)” zone must be amended to include “Retail Liquor 2” as an ‘additional use’ on a site specific basis outlined in the ‘other regulations’ section of the zone and limited to a maximum floor area of 221.7 m<sup>2</sup>. The proposed store size of 221.7 m<sup>2</sup> (2,386 ft<sup>2</sup>) is more restrictive than the store size limit in the “Retail Liquor 2” definition, which is a maximum floor area of 510 m<sup>2</sup> (5,490 ft<sup>2</sup>).

The previous liquor store was approximately 278.8 m<sup>2</sup> (3,000 ft<sup>2</sup>) and located in the Comfort Inn building located at 3031 No. 3 Road. “Retail Liquor 1” is defined as a secondary use to a neighbourhood public house and is permitted as a ‘secondary use’ in the “Hotel Commercial (ZC16) – Capstan Village (City Centre)” zone. The ZC16 zone is a site specific zone that only applies to the property at 3031 No. 3 Road and is the only property affected by the proposed removal of “Retail Liquor 1” use from the permitted secondary uses in the zone. Staff are proposing to remove the use in accordance with previous Council direction that zoning should only permit a retail liquor store where a store actually exists.

The previous site at 3031 No. 3 Road is subject to a separate rezoning application (RZ 12-60304) that being reviewed by staff. The application was submitted by Yuanheng Seaside Developments Ltd. for a high-rise mixed-use development on a land assembly at 3031, 3211, 3231, 3291, 3311, 3331 and 3351 No. 3 Road and 8151 Capstan Way. The rezoning application

will be presented to Planning Committee upon completion of staff review. The applicant for the rezoning application has been informed of the proposed zoning changes affecting the previous location.

### **Findings of Fact**

A Development Application Data Sheet providing details about the development proposal is attached as **Attachment 5**.

### **Surrounding Development**

Development surrounding the proposed liquor store location includes:

To the North: Across Bridgeport Road, are low-rise industrial buildings on lots zoned “Light Industrial (IL)”.

To the East: Across Sexsmith Road, is a vacant large format store on a lot zoned “Auto-Oriented Commercial (CA)”.

To the South: Across Sea Island Way, is a vacant lot, zoned “Single Detached (RS1/F)” and a rezoning application is under review (RZ 12-610011) for a high-rise mixed-use development at 3200, 3220, 3240, 3300 and 3320 No. 3 Road and 3171, 3191, 3211, 3231, 3251, 3271, 3291, 3331 and 3371 Sexsmith Road (Pinnacle International (Richmond) Plaza Inc.) on lots currently zoned “Single Detached (RS1/F)”.

To the West: Across No. 3 Road, a rezoning application is under review (RZ 13-628557) for a high-rise commercial education development at 8320, 8340 and 8440 Bridgeport Road and 8311 & 8351 Sea Island Way (Wensley Architecture Ltd.) on lots currently under “Land Use Contract 126”.

To the South-west: Across No. 3 Road and Sea Island Way, is the previous location of the subject liquor store. A rezoning application is under review (RZ 12-60304) for a high-rise mixed-use development at 3031, 3211, 3231, 3291, 3311, 3331 and 3351 No. 3 Road and 8151 Capstan Way (Yuanheng Seaside Developments Ltd.) on lots currently zoned “Hotel Commercial (ZC16) – Capstan Village (City Centre)” and “Auto-Oriented Commercial (CA)”.

### **Related Policies & Studies**

The proposed zoning text amendment Bylaw 9091 has been reviewed in relation to the 2041 Official Community Plan (OCP) and related policies (e.g. Aircraft Noise Sensitive Development), Flood Plain Management Bylaw, and Council policies regarding licensee retail stores (private liquor stores). An overview of these policies is provided in the “Analysis” section of this report.

**Consultation with the Ministry of Transportation & Infrastructure (MOTI)**

Consultation with the Ministry of Transportation & Infrastructure (MOTI) is required due to the proximity of Bridgeport Road and Sea Island Way. Ministry staff has reviewed the proposal and have no objections to the zoning text amendment. MOTI approval is required prior to zoning text amendment adoption.

**Public Input**

Informational signage is posted on the subject site and a neighbourhood survey was conducted by the applicant to notify the public of the subject application. In addition, the statutory Public Hearing will provide further opportunity for public input regarding the zoning text amendment application. The results of the consultation support the proposed zoning text amendment application, as explained below.

Neighbourhood Survey

In accordance with Council Policy 9307 regarding Licensee Retail Store (LRS) rezoning applications, a neighbourhood survey was conducted by the independent market research company, Kirk Marketing, in November, 2013. A summary report was prepared on December 4, 2013 and submitted to the City (**Attachment 6**) describing the neighbourhood survey process undertaken by the applicant and the neighbourhood survey area. The purpose of the neighbourhood survey was to collect public opinion on the proposed new location of the proposed liquor store from businesses and residences within a neighbourhood survey catchment area identified by City staff.

Neighbourhood survey packages with a survey form and pre-addressed stamped return envelope were delivered on Tuesday, November 12, 2013 to all 51 civic addresses for residences and businesses in the identified neighbourhood survey catchment area (**Attachment 6**). A total of 16 completed surveys were mailed back to Kirk Marketing; representing a 31% response rate. All of the returned survey forms were in support of the proposal, no objections or concerns were expressed.

At the time of writing this report, no additional public correspondence has been received regarding the proposed zoning text amendment application.

**Analysis**Official Community Plan (OCP)

The subject site is designated as Urban T5 (45m) in the City Centre Area Plan Bridgeport Village (2031) Specific Land Use Map. The proposal complies with this land use designation.

### Aircraft Noise

The subject site is located within Area 2 of the OCP Aircraft Noise Sensitive Development Policy, which requires noise mitigation to be incorporated within new buildings and registration of a restrictive covenant on Title. As there are no new buildings proposed, a restrictive covenant is not sought at this time.

### Policy 9307 Licensee Retail Store (LRS) Rezoning Applications

Council Policy 9307 (**Attachment 7**) is intended to generally discourage the proliferation of stand-alone liquor stores, and to provide guidelines and criteria for rezoning applications for Licensee Retail Stores (liquor stores).

As stated above, a neighbourhood survey was conducted by an independent market research company to collect public opinion on the proposed location of the liquor store (**Attachment 6**) and no concerns about the proposal were received.

The proposal is in keeping with Council's direction that liquor stores only be allowed on sites where a store physically exists, is in keeping with the intention to discourage the proliferation of liquor stores, and the Public Hearing will provide the public with an additional opportunity to provide input. On this basis, the proposal is considered supportable by staff.

### Policy 9309 Guidelines for Free-standing Licensee Retail Store (LRS) Rezoning Applications

Council Policy 9309 (**Attachment 8**) provides guidelines regarding Licensee Retail Store rezoning applications for consideration along with Policy 9307.

The proposal does not comply with the following aspect of Policy 9309:

- The proposed location is not within a commercial shopping centre that caters to the day-to-day needs of nearby residents with an aggregate floor area of at least 2,800 m<sup>2</sup> (30,150 ft<sup>2</sup>). The proposed location is within a modest commercial development with an aggregate area of roughly 1,290 m<sup>2</sup> (13,800 ft<sup>2</sup>). Staff recommend support for the proposal as the proposed site is in close proximity to the previous location and is located in a commercial development with a range of services.

The proposal complies with the following aspects of the Policy 9309:

- The application is for the relocation of an existing Licensee Retail Store. The proposed location is not within 500 m of another Licensee Retail Store or BC Government operated liquor store. The closest Licensee Retail Stores to the proposed location is almost 1.5 km away at 3031 Beckman Place.
- The proposed location is not within 500 m of a school, park, or community centre.
- The proposed 221.7 m<sup>2</sup> (2,386 ft<sup>2</sup>) liquor store size is significantly smaller than the maximum floor area of 510 m<sup>2</sup> (5,490 ft<sup>2</sup>) recommended in the policy and permitted under Zoning Bylaw 8500 for a type 2 retail liquor store. The proposed site specific zoning allowance for the type 2 liquor store is proposed to be limited to a maximum floor area of 222 m<sup>2</sup>.

- The existing 8555 Sea Island Way building is set back from Bridgeport Road behind existing landscaping area and fronts onto Sexsmith Road and the internal parking area. The shopping centre has vehicle accesses from Sexsmith Road and Sea Island Way and dedicated pedestrian connections to No. 3 Road, Sexsmith Road and Sea Island Way.
- The existing commercial centre has adequate pedestrian and vehicle circulation.
- RCMP Crime Prevention staff have reviewed the proposal and have no objections to the zoning text amendment.

**Financial Impact or Economic Impact**

None.

**Conclusion**

The proposed zoning text amendment to the “Auto-Oriented Commercial (CA)” and “Hotel Commercial (ZC16) – Capstan Village (City Centre)” zones will allow an existing Licensee Retail Store (private liquor store) to relocate from 3031 No. 3 Road across street to 8555 Sea Island Way. Based on the proximity to the former location, existing commercial development at the proposed location and the proposal’s general compliance with City policies and Provincial regulations that limit the proliferation of new Licensee Retail Stores, staff recommend support for the proposal to relocate the liquor store to 8555 Sea Island Way.

On this basis, staff recommend that Richmond Zoning Bylaw 8500, Amendment Bylaws 9091 and 9092, be introduced and given first reading.



Sara Badyal, M. Arch, MCIP, RPP  
Planner 2  
(604-276-4282)

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9091, the developer is required to complete the following:

1. Final Adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9092.
2. Provincial Ministry of Transportation & Infrastructure Approval.

SB:blg

Attachment 1: Location Map

Attachment 2: GIS Aerial Photo

Attachment 3: Conceptual Development Plans

Attachment 4: Location Map of Existing Location at 3031 No. 3 Road

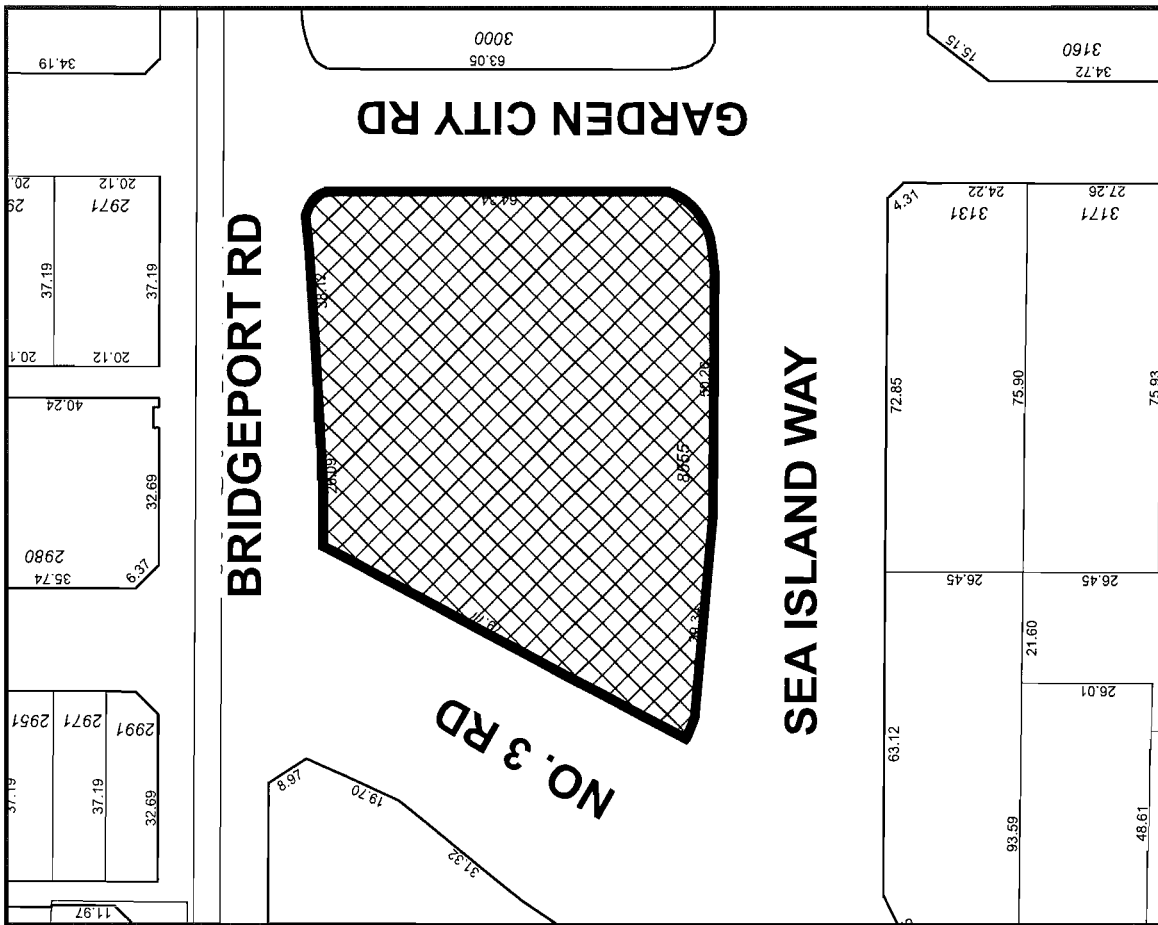
Attachment 5: Development Application Data Sheet

Attachment 6: Neighbourhood Survey Summary Report (December 4, 2013)

Attachment 7: Council Policy 9307 (LRS Rezoning Applications)

Attachment 8: Council Policy 9309 (Guidelines for Free-Standing LRS Rezoning Applications)





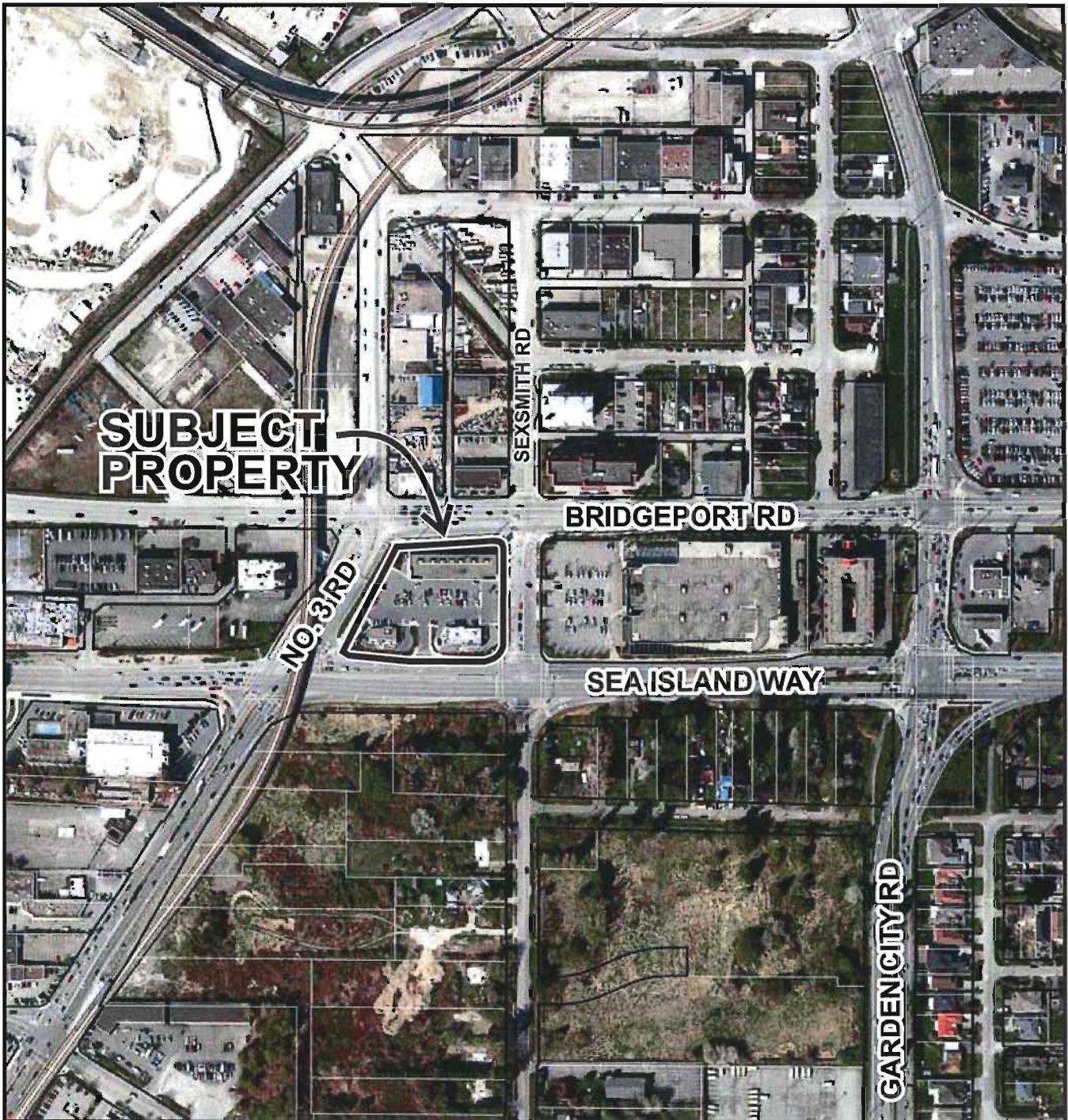
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ZT 13-645068





City of  
Richmond



ZT 13-645068

Original Date: 09/10/13

Revision Date:

Note: Dimensions are in METRES

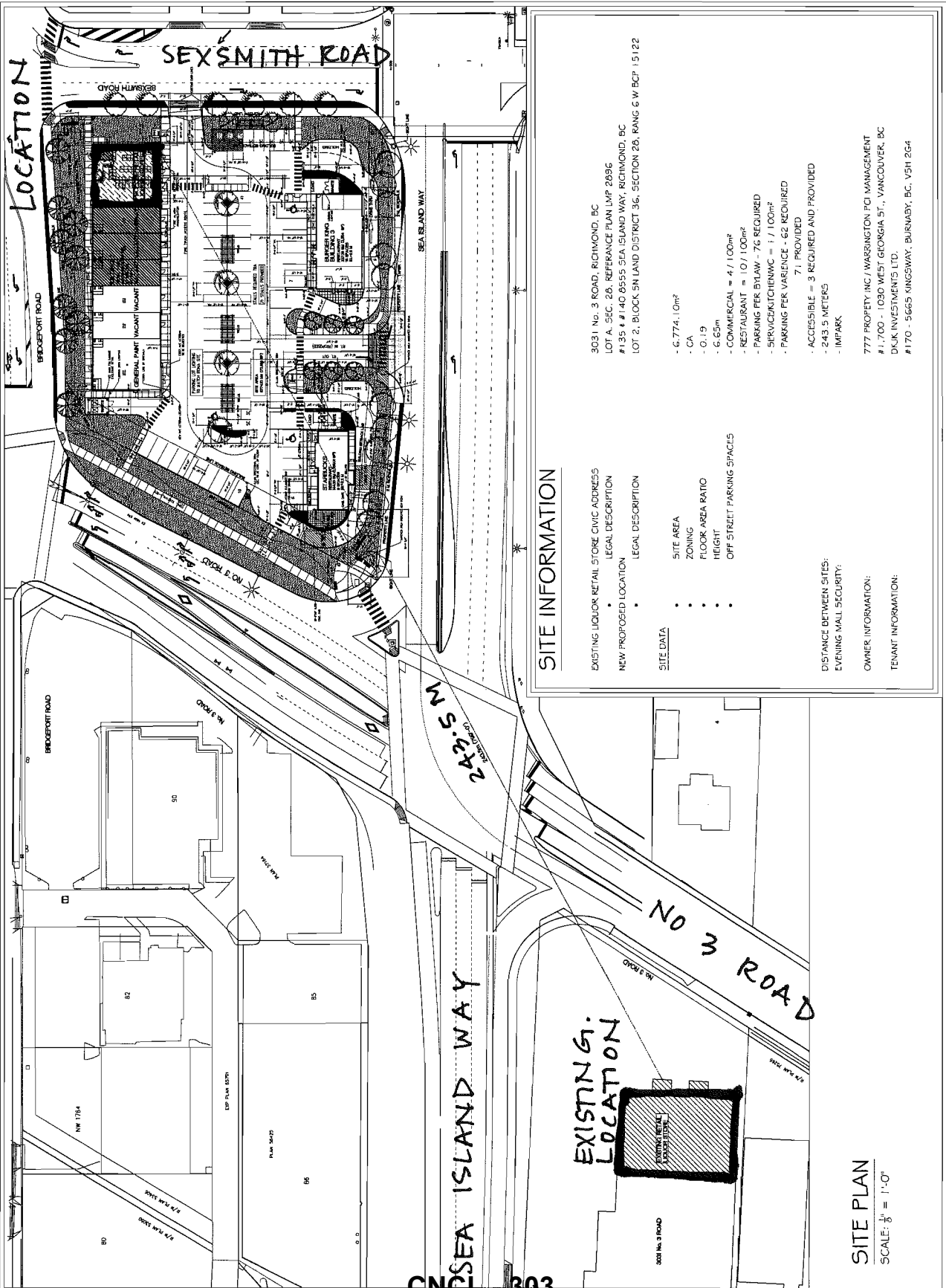
**JAMES DUNN & ASSOCIATES**  
**ARCHITECTS**  
 Specializing in Plans  
 Restaurants & Liquor Stores  
 1450 W. 10th Avenue, Suite 100, Vancouver, BC V6H 2S6  
 Tel: 604.681.1177  
 Fax: 604.681.1178  
 www.jamesdunn.com

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**SEA ISLAND**  
**LRS**  
 UNIT #135 & 140  
 8555 SEA ISLAND  
 WAY, RICHMOND, BC  
**SITE / RELOCATION**  
**PLAN**  
 JOB NO. 8200  
 DRAWN BY  
 CHECKED BY  
 DATE: AUG. 2013  
 JB.0.1

PROPOSED



CNCL - 303



**INDICES BUILDING INC.**  
Specializing in Pubs  
Restaurants & Liquor Stores  
1025 13th Avenue, Surrey BC V3R 6V1  
TEL: 604.781.1877  
www.indicesbuilding.com

**WALL LEGEND:**

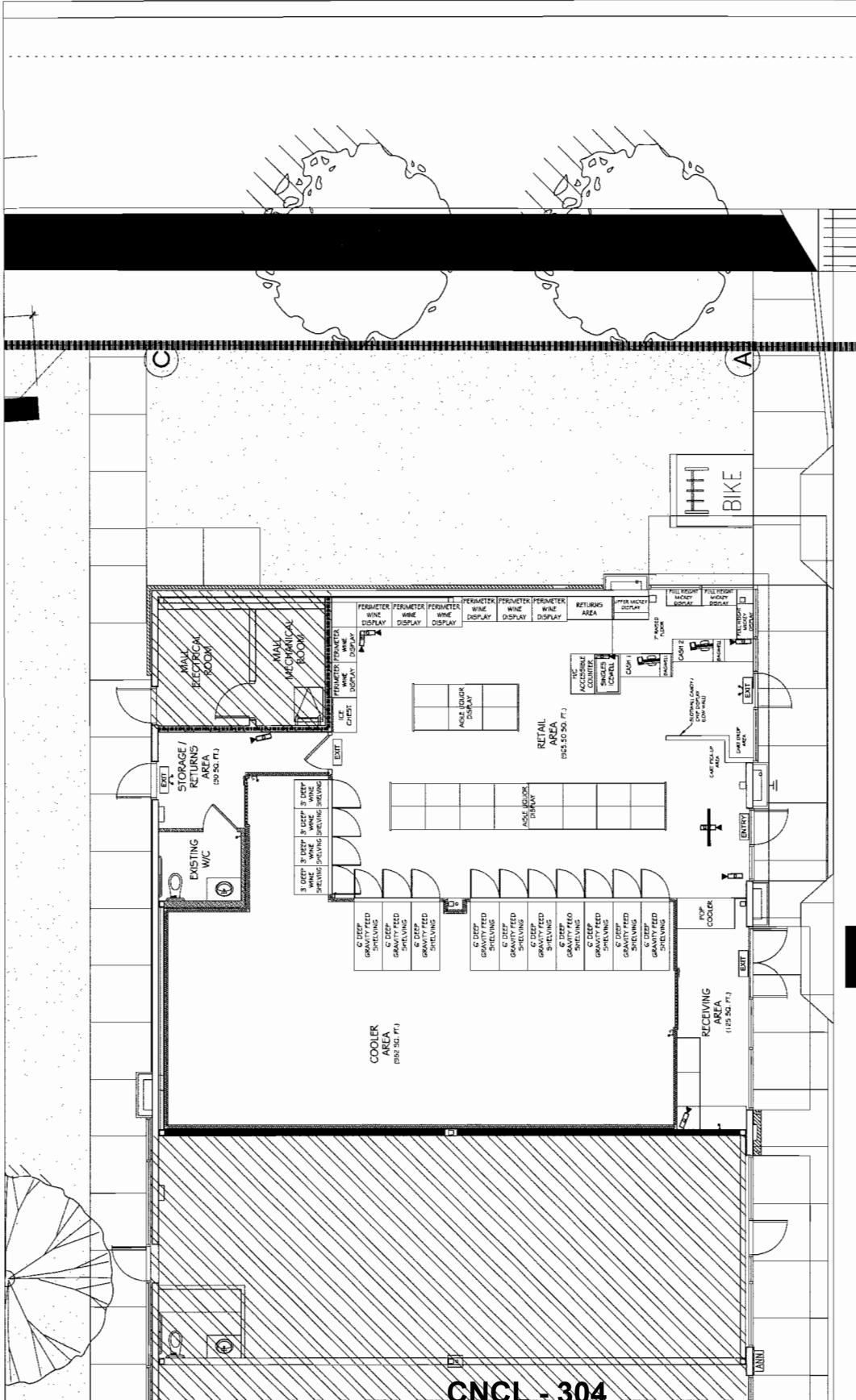
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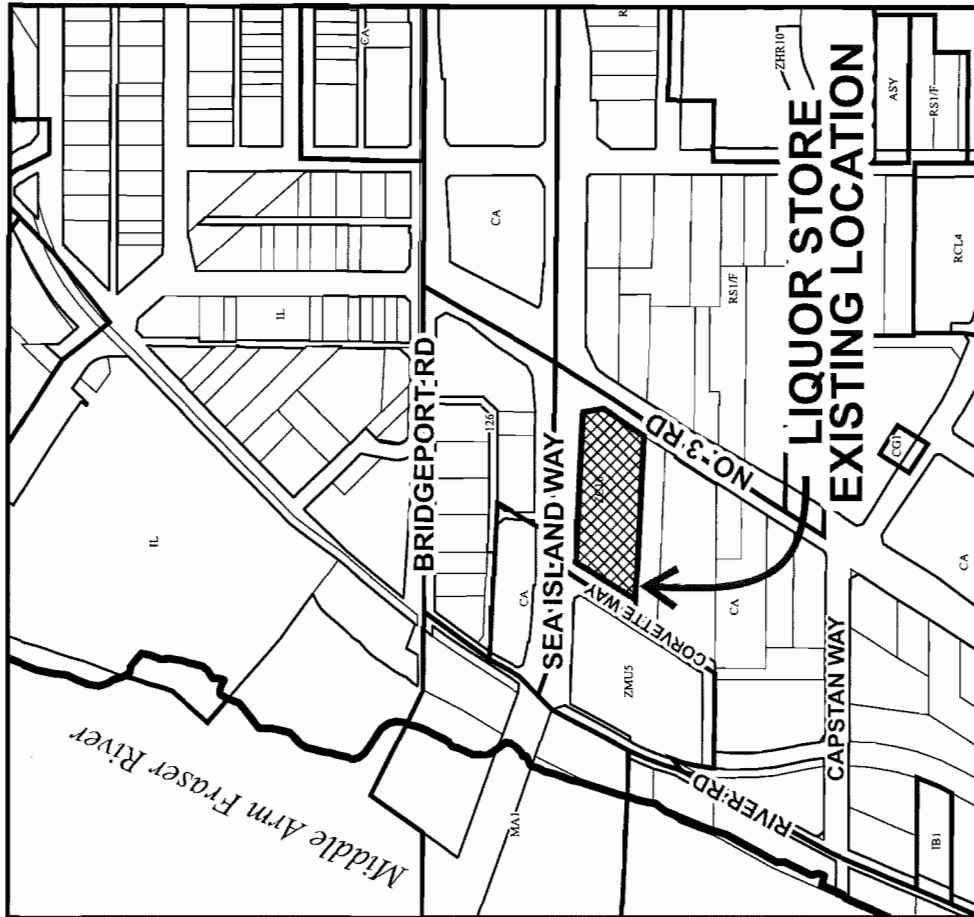


**SEA ISLAND**  
UNIT #135 & 140  
8555 SEA ISLAND  
WAY, RICHMOND, BC  
**LAYOUT / FUTURE  
PLAN**  
DATE: AUG 2013  
JB1.0

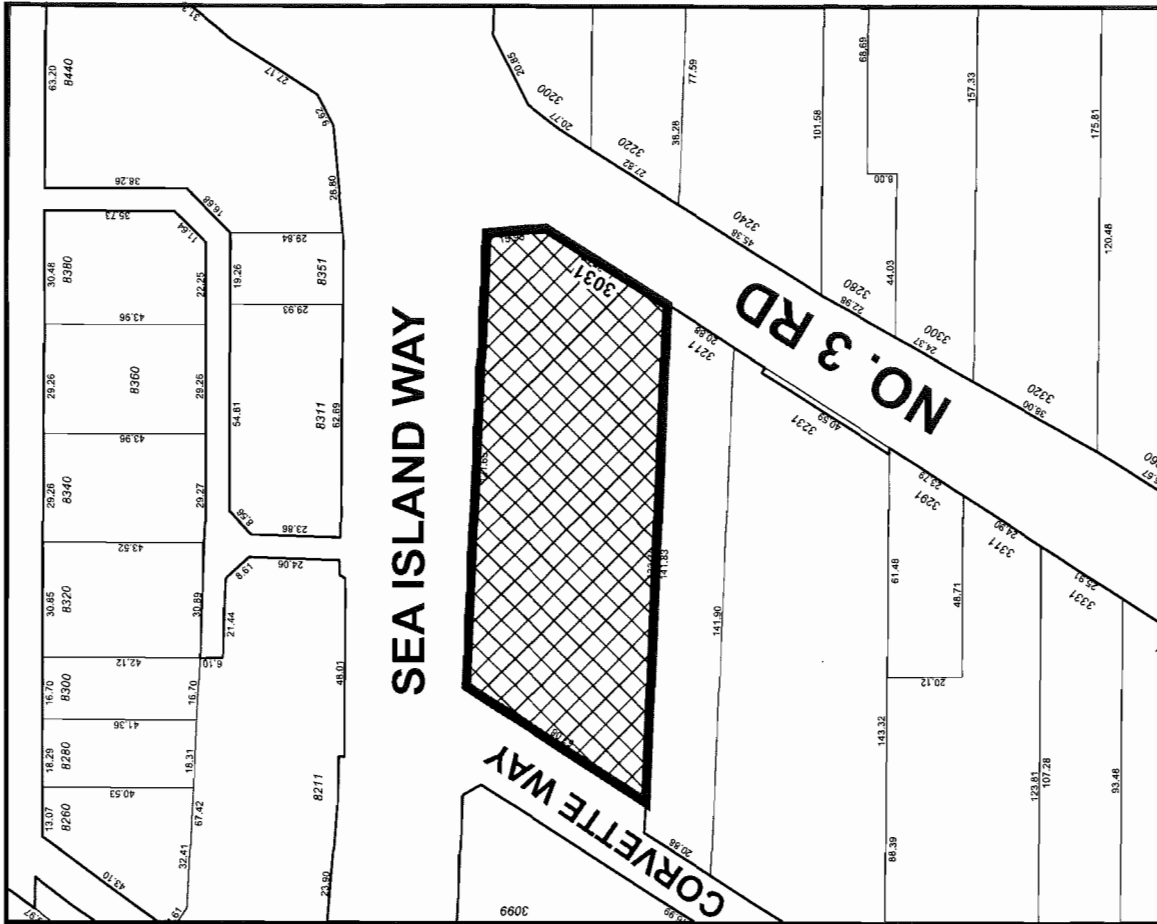


**CNCL - 304**

CCTV SCHEDULE		SAFETY LEGEND	
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CNCL - 305



Original Date: 12/11/13

Revision Date:

Note: Dimensions are in METRES

ZT 13-645068





**RZ 13-645068**

**Attachment 5**

Applicant: JAK Group, DBA and DKJK Investments Ltd.

	Existing Location	Proposed Location
Address	3031 No. 3 Road	8555 Sea Island Way
Owner	Yuanheng Seaside Developments Ltd., Inc. No. BC0911549	777 Property Inc. Inc. No. 0835477
Site Size	6,506 m <sup>2</sup>	6,773 m <sup>2</sup>
Land Use	Hotel Commercial	Commercial
City Centre Planning Area	Capstan Village	Bridgeport Village
Area Plan Designation	Urban T5 (45m)	Urban T5 (45m)
Zoning	Hotel Commercial (ZC16) – Capstan Village (City Centre)	Auto-Oriented Commercial (CA)

	Bylaw Requirement	Proposed	Variance
Floor Area Ratio	Max. 0.5	Existing	None permitted
Lot Coverage – Building	Max. 50%	Existing	None proposed
Setback – Public Road	Min. 3 m	Existing	None proposed
Height	Max. 12 m	Existing	None proposed
Off-street Parking Spaces	Change from general retail to liquor store does not increase parking requirement	Existing	None proposed
Retail Liquor 2 Store Size	Max. 510 m <sup>2</sup>	Max 222 m <sup>2</sup> on subject site	None proposed



## **Neighborhood Survey Summary Report**

### **Text Amendment Rezoning Application (ZT 13 – 645068)**

Created by Kirkmarketing Integrated Services Ltd.



## **Table of Contents**

- A. About Kirk Marketing
- B. Summary Report Introduction and Timeline
- C. Survey Methodology
- D. Summary Report Addendums



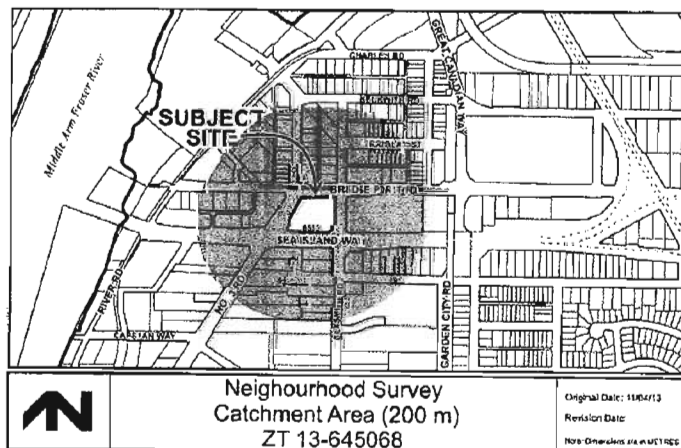


#### A. About Kirk Marketing

- a. Kirk Marketing ([www.kirkmarketing.com](http://www.kirkmarketing.com)) is a Richmond based marketing company and as per City of Richmond rezoning guidelines JAK Group DBA and DKJK Investments has contracted Kirk Marketing to prepare the Summary Report for the Neighborhood Survey for ZT 13 – 645068
- b. Kirk Marketing Account Director Hala Barakat has prepared this Summary Report, contact: 604 333 5545, [halab@kirkmarketing.com](mailto:halab@kirkmarketing.com)
- c. Kirk Marketing was approved by the City of Richmond Planning Department to prepare this Neighborhood Survey Summary Report

#### B. Summary Report Introduction and Timeline

- a. On August 29, 2013 JAK Group DBA and DKJK Investments submitted a rezoning application for a zoning text amendment to allow a type 2 retail liquor store at 8555 Sea Island Way (Unit 135 & 140) on a site zoned Auto-Oriented Commercial (CA)
- b. On October 23, 2013 DKJK Investments received a letter from the City of Richmond Development Applications Department that the rezoning application is accepted and it advises of rules for placement of a rezoning sign
- c. On November 4, 2013 the City of Richmond Planning Department advised DKJK Investments that the Neighborhood Survey Catchment Area for ZT 13 – 645068 is 200 meters



Please see the attachment for full page Catchment Area Map

- d. On November 12, 2013 the City of Richmond approves the Neighborhood Survey Methodology and the approved Rezoning Sign is installed by Signmaster Signs at 8555 Sea Island Way in the appropriate position



- e. On November 11, 2013 the Neighborhood Survey is circulated by canvass to all businesses and homes within a 200 meter radius of 8555 Sea Island Way as per the map provided by the City of Richmond



Who did you reach today?

- f. As per the approved the Neighborhood Survey Methodology local residents have until November 27 for their completed surveys to arrive at the PO Box
- g. On November 28 Kirk Marketing collects all Neighborhood Surveys from PO Box 96017, Ironwood PO, Richmond, BC

### C. Survey Methodology

- a. Neighborhood Survey Design: Cross Sectional
- b. Neighborhood Survey Envelope Content
  - Receiving Envelope
    - Exterior of the envelope will have the below underlined information on it
    - Attention: Dear Occupant
    - Re: Neighborhood Survey
    - Top left corner: PO Box 96017 Ironwood PO, Richmond, BC
  - Inside Envelope
    - Postage paid envelope addressed to the below
      - PO Box 96017 Ironwood PO, Richmond, BC
    - Neighborhood Survey
      - For Occupant to fill out, place in postage paid envelope and place in the mail
- c. Neighborhood Survey Dates & Summary Report Dates
  - Survey Delivery Date – Tuesday, November 12, 2013, 10 am – 5pm
    - Hand delivered by canvassers within 200 meter radius of 8555 Sea Island Way, Richmond as per Catchment Area map from the City of Richmond
    - Damian Kettlewell was approved by the City of Richmond Planning Department as a canvasser and he was accompanied by Christine Vickstrom
  - See addendum for Neighborhood Survey Tracking Sheet with addresses, business name and indication of whether hand delivered or dropped through a mail box
  - Survey Response Reply Deadline – November 27, 2013
  - Summary Report completion and delivered to City of Richmond – December 4, 2013



### Summary of Neighborhood Survey Responses

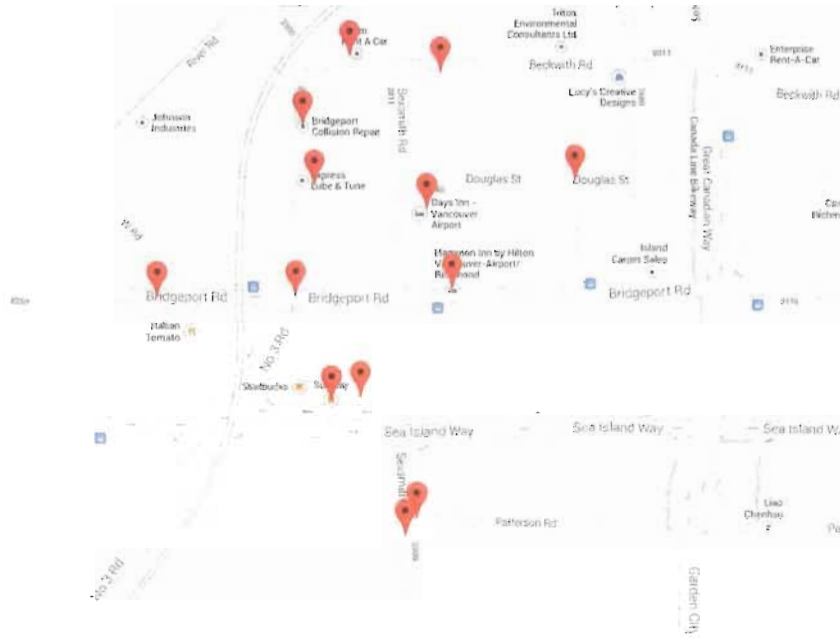
NAME	SURNAME	BUSINESS	ADDRESS	PHONE NO.	YES	NO
Russ	McDougall		2700 No. 3 Rd.	604 273 3766	x	
Supnya	Oberui	Top Tech Unlimited	1-2651 No. 3 Rd.	604 304 1111	x	
Dough	Wooten		8360 Bridgeport Rd.	604 821 0551	x	
		Vancouver Fleet Services Ltd.	2820 No. 3 Rd.	604 278 1701	x	
Komal	Walleh		8575 Seaisland way	604 247 2510	x	
Mandeep	Sidku	Days Inn Vancouver Airport	2840 Sexsmith Rd.	604 207 8000	x	
Jason	Chand	General Paint	8555 Seaisland Way	604 275 8266	x	
Roy	Pac		8940 Douglas St.	604 600 2631	x	
Paul	Dhatt	Subway	8555 Seaisland Way	604 512 6061	x	
Gary	Heiden		8651 Beckwith	604 232 9873	x	
C.	Ross	AeroCar Service	102-8360 Bridgeport Rd.	604 298 1000	x	
Du	Xu		3000 Sexsmith Rd.	604 370 6868	x	
		Maple Hospitality INC DBA, Hampton Inn by Hilton YVR	8811 Bridgeport Rd.	604 232 5505	x	
Al	Nortman	ABC Traders Ltd.	2980 No. 3 Rd.	604 278 1731	x	
Hollie	Turner	J&R Excavation	8820 Beckwith Rd.	604 247 0337	x	
D.	Bjornson		8791 Patterson Rd.	604 272 0049	x	

- Prepared by: Kirk Marketing
- Completed by: December 4, 2013
- Report Contents:
  - Verify Total Number of Neighborhood Survey's delivered within 200 meter radius of 8555 Sea Island Way: 51
  - Verify Total Number of Responses by Mail: 16



## Cadastral Map 1

### Google Map with plotted positive answers to the survey



## Cadastral Map 2

- Since there were no negative replies to the survey no resulting google map is provided.



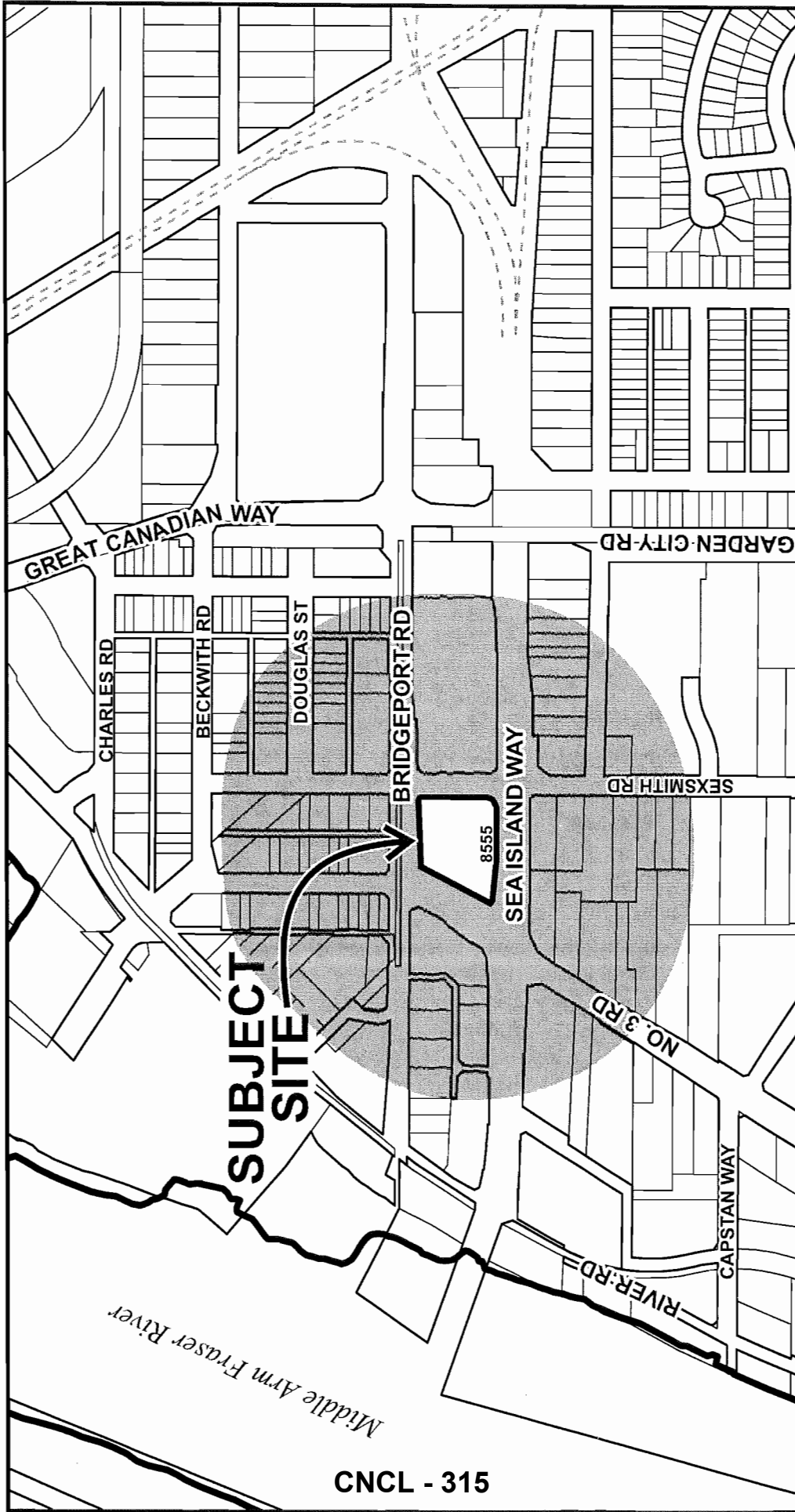
D. Summary Report Addendums

- a. Neighborhood Survey Catchment Area Map- page 9
- b. Neighborhood Survey – Neighborhood Survey Envelope Contents
  - Page 10 - Neighborhood Survey
  - Page 11- exterior of envelope
  - Page 12 – postage paid envelope
- c. Neighborhood Survey Tracking Sheet Cover Memo
  - Page 13
- d. Neighborhood Survey Tracking Sheet
  - Page 14-15
- e. Summary Report Cadastral Map- see page 7
- f. Neighborhood Survey Responses – pages 16-31
- g. Photo of rezoning sign at 8555 Sea Island Way – see page 4





City of  
Richmond



CNCL - 315



Neighbourhood Survey  
Catchment Area (200 m)  
ZT 13-645068

Original Date: 11/04/13

Revision Date:

Note: Dimensions are in METRES

PO Box 96017  
Ironwood PO  
Richmond, BC

**Att: Dear Occupant**  
**Re: Neighbourhood Survey**



NEIGHBOURHOOD SURVEY  
PUBLIC INFORMATION SHEET

JAK Group, DBA and DKJK Investments Ltd have applied to the City of Richmond for a zoning text amendment (City of Richmond file: ZT 13-645068) to allow a Retail Liquor 2 Store (Private Liquor Store) in unit 135 – 140 of:

8555 Sea Island Way, Richmond, B.C.

A Retail Liquor Store 1 (accessory to a neighborhood public house) was operating across the street 8555 Sea Island Way at 3031 No 3 Rd until June 2013.

The objectives of the neighborhood mail out survey are to ensure neighbors are aware of the zoning text amendment application and have an opportunity to provide comments to the City.

A Retail Liquor 2 Store is defined as a store for the retail sale of beer, wine, spirits, cider and coolers to the public, having a total floor area not exceeding 510.0 m<sup>2</sup> that is not accessory to a neighborhood public house and is licensed under the regulations of the *Liquor Control and Licensing Act* or has an appointment or agreement under the *Liquor Distribution Act*.

All residences (represented by a resident or owner who is at least 19 years old) and businesses (represented by a manager or owner of the business who is at least 19 years old) that fall within the survey area are eligible to cast a response. Only one survey per person or residence is permitted.

**Responses must be completed in full, signed and received by Kirk Marketing postmarked on or before November 27, 2013 in order to be valid. A postage paid business reply envelope is enclosed for your convenience – no postage is required. All responses will be forwarded to the City of Richmond along with a summary report.**

Kirk Marketing is an independent market research. The City of Richmond requires an independent marketing company to conduct this survey.

Any enquiries for DKJK Investments can be made to Damian Kettlewell. Telephone 778 840 8049.

Any enquiries regarding this zoning text amendment application may be made to the City of Richmond, attention Sara Badyal. Telephone 604-276-4282.

APPLICATION FOR A ZONING TEXT AMMENDMENT  
City of Richmond File: ZT 13-645068 Proposed for

8555 Sea Island Way, Richmond, B.C.

Question	Yes	No
Are you IN FAVOUR of a zoning text amendment to allow a Retail Liquor 2 Store (Private Liquor Store) at the above named location?		

If IN FAVOUR, place an (X) in the box under "YES".  
If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please **print clearly** in ink.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: \_\_\_\_\_

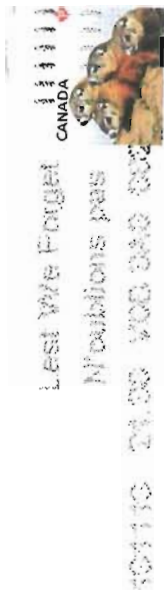
Your responses and comments will be submitted to the City of Richmond along with a summary report. Your response will not be included in the results unless your name and address are completed in full and it is signed. When completed, please mail in the postage-paid envelope provided.

**In order for this ballot to count, it must be received in our office postmarked no later than:**

**November 27<sup>th</sup>, 2013**

Thank you for your cooperation.

#170 - 5665 Kingsway  
Burnaby BC  
V5H 2G4



PO Box 96017  
Ironwood PO  
Richmond, BC  
V7A 1N0



## COVER MEMO

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### Neighborhood Survey Tracking Sheet

12/4/2013

Neighbourhood Survey was distributed to local businesses and residents on Tuesday, November 12, 2013 between 10 am - 5pm. All businesses and residents within the Neighbourhood Survey Catchment Area (200 m) were hand delivered surveys by Damian Kettlewell and Chrisine Vickstrom.

# 8555 Sea Island Way - Neighbourhood Survey

Date:

Address	Name	Drop in Mail Box	Hand Delivered
8555 SEA ISLAND WAY	STARBUCKS		✓
"	Subway		✓
"	General Paint		✓
"	Burger King		✓
3000 SEXSMITH RD	FOR REAL GROCERY		✓
8811 BRIDGEPORT RD	HAMPTON INN		✓
#125		✓	✓
#755	AUTO SPA	✓	✓
2980 NO.3 ROAD	ABC TRADERS	✓	✓
2840 NO.3 ROAD	EXPRESS LUBE & TUNE	✓	✓
2820 NO.3 ROAD	VANCOUVER FLEET SERVICES	✓	✓
2800 NO.3 RD	HOUSESTONE ENTERPRISES	✓	✓
2700 NO.3 RD	BRIDGEPORT COLLISION	✓	✓
2651 <del>BRIDGEPORT</del> NO.3 RD	TOP TECH AUTO	✓	✓
854 BRIDGEPORT	M.J. FASHIONS	✓	✓
104 8360 BRIDGEPORT	MAY'S MUSIC SCHOOL	✓	✓
105 "	GARNET RESEARCH	✓	✓
102 "	AEROCAR SERVICE	✓	✓
8380 BRIDGEPORT RD	ITALIAN TONATO RESTAURANT	✓	✓
105 8360 BRIDGEPORT RD	MNP ACCOUNTING	✓	✓
<del>105</del> 8372 BECKWITH ROAD		✓	✓
#150		✓	✓
#230	LEES BELTS	✓	✓
#180		✓	✓
8651 BECKWITH RD	AZURE AUTO	✓	✓
#110 BECKWITH		✓	✓
#120 <del>36 PINE MUSHROOMS</del>	JC PINE MUSHROOMS	✓	✓
#130 "		✓	✓
#100 8840 BECKWITH		✓	✓
#140 "		✓	✓



# APPLICATION FOR A ZONING TEXT AMMENDMENT

City of Richmond File: ZT 13-645068 Proposed for

8555 Sea Island Way, Richmond, B.C.

Question	Yes	No
Are you IN FAVOUR of a zoning text amendment to allow a Retail Liquor 2 Store (Private Liquor Store) at the above named location?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

If IN FAVOUR, place an (X) in the box under "YES".  
If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please print clearly in ink.

Name:

Supriya Oberoi / Top Tech Unlimited

Address:

1-2651 No 3 Rd, Richmond

Telephone Number:

604-304-1111

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature:

[Signature]

Your name and address

APPLICATION FOR A ZONING TEXT AMMENDMENT  
City of Richmond File: ZT 13-645068 Proposed for

8555 Sea Island Way, Richmond, B.C.

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If IN FAVOUR, place an (X) in the box under "YES".  
If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please print clearly in ink.

Name: Doug Wooten

Address: 8360 BRIMCOMBE RD

Telephone Number: 604 821 0551

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: [Signature]

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November 27<sup>th</sup>, 2013

Thank you for your cooperation.

APPLICATION FOR A ZONING TEXT AMMENDMENT  
City of Richmond File: ZT 13-645068 Proposed for

8555 Sea Island Way, Richmond, B.C.

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If IN FAVOUR, place an (X) in the box under "YES".  
If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please print clearly in ink.

Name: Vancouver Fleet Services LTD

Address: 2820 No 3 St

Telephone Number: 604-278-1701

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: [Signature]

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**APPLICATION FOR A ZONING TEXT AMMENDMENT**  
City of Richmond File: ZT 13-645068 Proposed for

8555 Sea Island Way, Richmond, B.C.

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If IN FAVOUR, place an (X) in the box under "YES".  
If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please **print clearly** in ink.

Name: KOMAL WALLEH

Address: 8575- Seaisland way, Richmond,

Telephone Number: 604-247-2510

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: Komaljit

Your responses and comments will be submitted to the City of Richmond along with a summary report. Your response will not be included in the results unless your name and address are completed in full and it is signed. When completed, please mail in the postage-paid envelope provided.

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If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please **print** clearly in ink.

Name: Mandeep Sidhu (Days Inn - Vancouver Airport)

Address: 2840 Sexsmith Road, Richmond, B.C. V6X 2H3

Telephone Number: 604-207-8020

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: 

Your response and comments will be submitted to the City of Richmond along

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8555 Sea Island Way, Richmond, B.C.

Question	Yes	No
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If IN FAVOUR, place an (X) in the box under "YES".  
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If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please print clearly in ink.

Name: Jason Howard - General Print  
Address: 8555 SEA ISLAND WAY Richmond BC  
Telephone Number: 604 275 8261

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: [Signature]

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Please complete the following information to be used for verification purposes only. Please print clearly in ink.

Name: Ray Pat

Address: 18740 DOWLING ST

Telephone Number: 604 609-2631

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: [Signature]

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City of Richmond File: ZT 13-645068 Proposed for

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If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please print clearly in ink.

Name:

PAUL DHAFF - Subway 16X0AB

Address:

8555 - SEA ISLAND WAY RICHMOND

Telephone Number:

604-512-6061

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature:



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If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please print clearly in ink.

Name: GARY HEIDEN

Address: 8651 BECKWITH

Telephone Number: 604 232 9873 AZORE AUTO

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: [Signature]

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8555 Sea Island Way, Richmond, B.C.

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If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please print clearly in ink.

Name: C. Ross (Aero Car Service)  
Address: 102-8360 Bridgeport Road Rnd  
Telephone Number: 604 299 1000

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: [Signature]

Your responses and comments will be submitted to the City of Richmond along

**APPLICATION FOR A ZONING TEXT AMMENDMENT**  
City of Richmond File: ZT 13-645068 Proposed for

8555 Sea Island Way, Richmond, B.C.

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If IN FAVOUR, place an (X) in the box under "YES".  
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If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please **print clearly** in ink.

Name:

MAPLE HOSPITALITY INC DBA

Address:

HAMPTON WAY BY HILTON VUE, BC  
8811 BRIDGEPORT RD. RICHMOND, BC

Telephone Number:

604 232-5505

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature:



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If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please print clearly in ink.

Name: AC NORMAN - ABC TAPAL LTD.

Address: 2980 #3 20 Richmond,

Telephone Number: 604-278-1731

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: [Signature]

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Question	Yes	No
Are you IN FAVOUR of a zoning text amendment to allow a Retail Liquor 2 Store (Private Liquor Store) at the above named location?	X	

If IN FAVOUR, place an (X) in the box under "YES".  
If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please print clearly in ink.

Name: Russ McDougall

Address: 2700 # 3 Road

Telephone Number: 604-273-2766

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: [Signature]

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8555 Sea Island Way, Richmond, B.C.

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If IN FAVOUR, place an (X) in the box under "YES".  
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If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please print clearly in ink.

Name: Du Xu

Address: 3000 Sexsmith Rd

Telephone Number: 604-370-6868

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: 

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If IN FAVOUR, place an (X) in the box under "YES".  
If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please print clearly in ink.

Name: D. BERNARD

Address: 8791 PATERSON ROAD

Telephone Number: 604-277-0049

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

APPLICATION FOR A ZONING TEXT AMMENDMENT  
City of Richmond File: ZT 13-845068 Proposed for

8555 Sea Island Way, Richmond, B.C.

Question	Yes	No
Are you IN FAVOUR of a zoning text amendment to allow a Retail Liquor 2 Store (Private Liquor Store) at the above named location?	X	

If IN FAVOUR, place an (X) in the box under "YES".  
If NOT IN FAVOUR, place an (X) in the box under "NO".

If you have any comments or concerns related to this application or survey, please write them on the back of this page.

Please complete the following information to be used for verification purposes only. Please print clearly in ink.

Name: Hollie Turrey J&R Excavation

Address: 8820 Brookwith Rd. Richmond

Telephone Number: 604-247-0337

I hereby certify that I am 19 years of age or older and that the above address is my principal place of residence or business.

Signature: [Signature]

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**Policy 9307:**

It is Council policy that:

Rezoning applications intended to facilitate a stand-alone Licensee Retail Store (i.e. not an accessory use to a Neighbourhood Public House) will be considered under the following general guidelines and criteria:

1. The proliferation of stand-alone Licensee Retail Stores is generally discouraged;
2. Licensee Retail Store Rezoning Applications intended to facilitate the replacement of an existing BC Liquor Store, operated by the Liquor Control and Licensing Branch or an existing LRS, will be considered on a case-by-case basis;
3. Except as noted in Section 4 below, all proposals for relocation of an existing or new Licensee Retail Store within the City of Richmond must be supported by a neighbourhood survey that is intended to collect public opinion on the proposed new location of the Licensee Retail Store. The neighbourhood survey will be required to be conducted by an independent Market Research Company at the sole cost of the applicant. The Director of Development will confirm approval in writing the following:
  - i. the minimum catchment area for the required neighbourhood survey;
  - ii. the name of the market research company selected by the applicant to conduct the Survey;
  - iii. the method used to conduct and compile the results of the neighbourhood survey; and
  - iv. the dates during which the neighbourhood survey must be conducted.
4. Notwithstanding Section 3 above, proposals to replace an existing BC Liquor Store or existing LRS on the same site will not be required to conduct a neighbourhood survey.



Page 1 of 1

Adopted by Council: July 25<sup>th</sup>, 2005  
Amended by Council: December 19<sup>th</sup>, 2005

Policy 9309

File Ref: 12-8275

**GUIDELINES FOR FREE-STANDING LICENSEE RETAIL STORE (LRS) REZONING APPLICATIONS**

**Policy 9309:**

**It is Council policy that:**

1. Definitions:

**Free Standing Licensee Retail Store** – means a retail store that sells alcoholic beverages to the public for off-site consumption and is licensed under the regulations of the *Liquor Control and Licensing Act* or has an appointment or agreement under the *Liquor Distribution Act*.

2. Guidelines:

The following criteria and factors are to be considered in making an assessment of a rezoning application to permit a free-standing Licensee Retail Store:

- (1) Unless a Licensee Retail Store rezoning is intended to facilitate the replacement of an existing BC Liquor Store or an existing Licensee Retail Store, new Licensee Retail Stores should avoid locations within 500 m (1,640 ft.) from the following uses:
  - (a) Public and private schools, especially secondary schools;
  - (b) Public parks and community centres; and
  - (c) Other Licensee Retail Stores or BC government operated liquor stores.
- (2) A free-standing LRS should be located in commercial shopping centres (i.e. planned commercial developments which cater to the day-to-day needs of nearby residents) which have an aggregate floor area of at least 2,800 m<sup>2</sup> (30,150 sq. ft.).
- (3) The free-standing LRS should not exceed a gross floor area of 510 m<sup>2</sup> (5,500 sq. ft.), including refrigerated space, unless the LRS is intended to facilitate the replacement of an existing BC Liquor Store.
- (4) The following matters are to be addressed:
  - Adequate vehicle and pedestrian circulation;
  - Vehicle Loading/unloading;
  - Off-street parking;
  - Traffic and safety concerns; and
  - Crime Prevention Through Environmental Design (CPTED).



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9091 (ZT 13-645068)  
8555 Sea Island Way**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended by deleting Section 10.3.3 (Secondary Uses) and substituting the following:

“10.3.3 A. Secondary Uses

  - **home business**
  - **residential security/operator unit**

10.3.3 B. Additional Uses

  - **retail, liquor 2”**
2. Richmond Zoning Bylaw 8500, as amended, is further amended by deleting Section 10.3.11 (Other Regulations) and substituting the following:

“1. **Religious assembly** is limited to:

  - a) only one **religious assembly** on one property, which must have a minimum **lot area** of 2,400.0 m<sup>2</sup>; and
  - b) 300 seats and a **gross floor area** of 700.0 m<sup>2</sup>.

2. **Telecommunication antenna** must be located a minimum of 20.0 m above the ground (i.e. on a roof of a **hotel**).

3. A fully or semi-automatic **car wash** must be wholly contained in a **building** and must comply with the Public Health Protection Bylaw.

4. A **retail liquor 2** store is only permitted on the following listed **sites**:

  - a) 8555 Sea Island Way  
P.I.D. 026-147-203  
Lot 2 Section 28 Block 5 North Range 6 West  
New Westminster District Plan BCP 15122

5. In the case of Section 10.3.11.a), the **retail liquor 2** store at 8555 Sea Island Way shall have a gross floor area not exceeding 222 m<sup>2</sup>.



6. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and the Specific Use Regulations in Section 5.0 apply.”
3. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 9091**”.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

MINISTRY OF TRANSPORTATION AND  
INFRASTRUCTURE APPROVAL

ADOPTED

\_\_\_\_\_  
MAYOR

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

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9092 (ZT 13-645068)  
3031 No. 3 Road**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended by deleting “**retail, liquor 1**” from Section 22.16.3 (Secondary Uses).
2. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 9092**”.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

MINISTRY OF TRANSPORTATION AND  
INFRASTRUCTURE APPROVAL

ADOPTED

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CITY OF RICHMOND
APPROVED by <b>BK</b>
APPROVED by Director or Solicitor 

\_\_\_\_\_  
MAYOR

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



# City of Richmond

## Report to Committee

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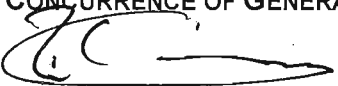


**To:** Public Works and Transportation Committee      **Date:** January 13, 2014  
**From:** John Irving, P.Eng. MPA      **File:** 10-6125-01/2014-Vol  
Director, Engineering      01  
**Re:** **Letter Supporting Continuation of *LiveSmart BC: Small Business Energy Efficiency Program***

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### Staff Recommendation

That a letter supporting the continuation of the *LiveSmart BC: Small Business Program* be sent to the B.C. Minister of Energy and Mines under the Mayor's signature.

John Irving, P.Eng. MPA  
Director, Engineering  
(604-276-4140)

REPORT CONCURRENCE		
<b>ROUTED TO:</b>  Economic Development	<b>CONCURRENCE</b>  <input checked="checked" type="checkbox"/>	<b>CONCURRENCE OF GENERAL MANAGER</b> 
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## Staff Report

### Origin

The *LiveSmart BC: Small Business Program* is administered by the Province of B.C. The program assists small and medium enterprises (SMEs) in reducing energy use and emissions in their facilities. The program ends March 31, 2014, and the Province has not indicated that it intends to renew funding.

In a letter to Mayor Malcolm Brodie and Richmond City Council dated December 13, 2013, the Chair of the Metro Vancouver Board suggested that the Mayor and Council consider sending a letter to the B.C. Minister of Energy and Mines, supporting renewed funding for the *LiveSmart BC: Small Business Program*. Metro Vancouver is sending such a letter. Likewise, other local governments have been asked to write similar letters.

Sending this letter aligns with the Sustainability component of Council's Term Goals to continue implementing the City's Sustainability Framework. The Sustainability Framework articulates climate protection and energy strategies, which are further developed in the City's forthcoming Community Energy and Emissions Plan (CEEP). Moreover, the City's 2041 Official Community Plan established aggressive community greenhouse gas (GHG) emissions reduction targets.

### Analysis

Since 2011, the *LiveSmart BC: Small Business Program* has assisted thousands of small businesses in BC, many of them here in Richmond, to upgrade their facilities to save energy, money, and GHG emissions. Commercial buildings were responsible for 36 percent of all the energy used in Richmond in 2010, and SMEs comprised a significant proportion of this use. Energy savings can meaningfully improve the financial position of SMEs, which can benefit the local economy. SMEs also constitute a significant proportion of Richmond's GHG emissions.

The *LiveSmart BC: Small Business Program* is currently leveraged by the City to support energy upgrades in businesses in our community. Notably, in 2013, the City supported 11 businesses to participate in the *Climate Smart* program. Among other emissions management activities, the *Climate Smart* program connects businesses to *LiveSmart BC* Energy Advisors. City staff are preparing a separate report on the results of the *Climate Smart* program.

In the future, the City has indicated it will increase its efforts to connect businesses to programs that facilitate reducing energy and emissions. The City's CEEP identifies outreach, education and incentives for upgrade programs like the *LiveSmart BC: Small Business Program* as key actions. Moreover, the CEEP recognizes that the widespread adoption of deep energy upgrades as a "Breakthrough" strategy, necessary to achieve the energy and emissions targets in the OCP. The services and incentives provided by programs like the *LiveSmart BC: Small Business Program* are needed to help the City meet its energy and emissions goals.

In addition to continuing support for *LiveSmart BC* in the short to medium term, City staff also recognize the need to strengthen the suite of energy efficiency programs and upgrade market development initiatives. Staff's engagement with energy upgrade industry stakeholders suggests

that the lack of multi-stakeholder planning and long-term commitment to support the building upgrade industry hinders this market's development. For instance, stakeholders have noted that:

- Funding for programs comes sporadically in 1-2 year increments, and disappears during intervening years. This sporadic funding makes it difficult for markets to grow and gain momentum; contractors cannot plan for long-term growth to their businesses and workforce, and consumers are left confused about what programs are available to them.
- Programs have focused predominantly on incentives, and not on other factors that can grow the upgrade industry, such as: streamlining the customer experience; community-based marketing and outreach; introducing consumer financing mechanisms; and quality assurance.

Given the value of consistent energy upgrade programs, it is recommended that a letter supporting the continuation of the *LiveSmart BC: Small Business Program* be sent to the B.C. Minister of Energy and Mines under the Mayor's signature.

### **Financial Impact**

None.

### **Conclusion**

Continued Provincial funding for the *LiveSmart BC: Small Business Program*, and associated efforts to strengthen markets for energy improvements to existing buildings, will provide opportunities for Richmond businesses to improve their financial position while reducing energy use and GHG emissions. This report recommends that the Mayor send a letter to the B.C. Minister of Energy and Mines to continue support for this program, as well as strengthen the suite of energy efficiency programs and market transformation efforts.



Brendan McEwen  
Manager, Sustainability  
(604-247-4676)

BM:bm



# City of Richmond

## Report to Committee

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**To:** Public Works and Transportation Committee  
**From:** Tom Stewart, ASCT.  
Director, Public Works Operations  
**Date:** January 7, 2014  
**File:** 10-6405-01/2013-Vol  
01  
**Re:** **Weekly/Bi-Weekly Garbage Collection Pilot Program**

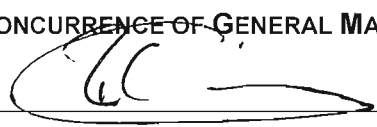


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### Staff Recommendation

1. That a pilot program for single-family garbage collection to evaluate weekly and bi-weekly service levels be undertaken commencing March, 2014.
2. That the Chief Administrative Officer and General Manager, Engineering & Public Works be authorized to negotiate and execute an amendment to Contract T.2988, Residential Solid Waste & Recycling Collection Services, to service, acquire, store, assemble, label, deliver, replace and undertake related tasks for the carts, undertake program evaluation and related items associated with this temporary pilot program.
3. That staff report back with a progress update of the pilot in July, including recommendations for:
  - a) services to those residents in the pilot at the conclusion of the program, and
  - b) City-provided garbage collection service levels as a permanent program to all residents serviced by the City.

Tom Stewart, ASCT.  
Director, Public Works Operations  
(604-233-3301)

Att. 2

<b>REPORT CONCURRENCE</b>	
<b>CONCURRENCE OF GENERAL MANAGER</b> 	
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b> 
<b>APPROVED BY CAO</b> 	

## Staff Report

### Origin

At the October 23, 2013 meeting, Public Works and Transportation Committee considered a report regarding “Garbage Collection – Review of Service Level Options” (*Attachment 1*) and referred to staff:

- (a) to construct and recommend, including logistics and cost implications, a six-month pilot project to start in 2014 for Options No. 4 and No. 5;
- (b) to develop an educational program for residents in general and specific to the pilot areas, and;
- (c) to report on the relative expectations on the environmental reductions and costs.

This report presents the pilot program for consideration and approval, commencing March, 2014.

### Analysis

The details of the proposed pilot program including logistics, costs, communications and measurements, are outlined below. The overall goal is to help gain resident input into a city-wide program to align the City’s garbage collection services with the goals for recycling and waste reduction, i.e. 70% waste diversion by 2015.

### *Program Logistics*

It is proposed that the pilot program involve approximately 1,600 single-family and townhomes with City garbage service commencing March 3, 2014. Multi-family homes and commercial businesses are not included. The City’s existing collection service provider, Sierra Waste Services, would be retained to undertake various operational aspects of the pilot program.

Participants in the program would be provided with carts for their garbage collection service as part of leveraging the benefits and the positive feedback received from residents about the use of carts in the City’s Green Cart program. Participants would be divided into two groups of approximately 800 units each (Reference map in *Attachment 2*):

Group 1: Weekly collection using 120L carts.

*Location:* Area bounded by No. 3 and No. 4 Roads; and Williams Road and Steveston Highway. In the Wednesday collection zone area.

Group 2: Bi-Weekly collection using 240L carts.

*Location:* Area bounded by Garden City and No. 4 Roads, Capstan Way and Cambie Road; No. 4 and Shell Roads, Cambie Road and Alderbridge Way. In the Thursday collection zone area.

The locations for the pilot were selected based on a number of factors including:



- areas which correspond with truck routing to facilitate data collection (i.e. tonnage, fuel consumption, etc.);
- where the number of units could be kept relatively small recognizing that one group will be required to alter their services at the conclusion of the pilot (weekly switch to bi-weekly or vice versa) depending on the final option selected by Council;
- areas that had well rounded representation of different housing types (larger/smaller homes, larger/smaller yards, alleyways, row houses, newer homes, older homes, etc.)
- areas with broad yet representative demographics of the city.

Carts deliveries are scheduled to take place on February 21<sup>st</sup> and 22<sup>nd</sup> (for group 1, weekly collection, Wednesday zone), and February 28<sup>th</sup> and March 1<sup>st</sup> (for group 2, bi-weekly collection, Thursday zone). The pre-selected cart sizes will be delivered and then participants would have the option to change to a different cart size post delivery (either larger or smaller) to suit their individual needs. Cart size options available are: 80L, 120L, 240L and 360L.

It is proposed that Sierra Waste Services (the City's existing service provider) be retained to undertake the operational aspects of services necessary to deliver the program, including acquisition of carts, delivery, data evaluation and tracking, and the collection service.

The program would be evaluated after four months' operation and a report provided to Council to consider various options such as:

- continuing the cart-based service to residents in the pilot areas and transitioning each group to the same service level, i.e. either weekly or bi-weekly;
- continuing the cart-based collection to residents in the pilot areas as-is pending determination and implementation of a full-scale program;
- terminating the pilot program and reverting to existing levels of service for those in the pilot groups;
- determining the level of service for a full-scale program for all residents who receive City garbage collection service.

Funding is provided in the 2014 Sanitation and Recycling Utility budget to operate the pilot program for up to six months pending a determination by Council on service levels.

### ***Program Costs***

#### ***Participants:***

There will be no additional costs or fee reductions to participants in the program (all residents will be assessed the 2014 approved utility rates in accordance with normal practise). When

considering their options to change to a different cart size, participants will be given information on the general variable rate pricing structure differences between cart sizes. This information can be used as a gauge to help guide their decision making, but will not result in any fee variation to participants.

*City:*

There are costs to the City for this program relating to the capital costs for the carts, and costs associated with implementation (delivery, education, etc.) of approximately \$225,000. There are also additional operating costs of approximately \$16,500 per month for additional time requirements associated with servicing carts vs. cans, program evaluation and adjustments, etc. or a total of approximately \$100,000 for six months of operation.

The associated City costs were considered and approved as part of the 2014 Utility Budgets and Rates (approved by Council November 25, 2013) with offsets from provision and existing capital allocations, therefore, there is no impact to the budget and rates charged to residents associated with this program.

***Communications***

The outreach program will consist of three principle phases including:

- Advance notification via direct mail to participants coupled with neighbourhood meetings.
- Information packages delivered to participants with their carts, an on-line discussion forum, telephone support and community recycling displays.
- Participant surveys, thank-you and feedback letters.

As the nature of the program is a pilot, adjustments are generally made to suit common participant feedback as the service unfolds. As an example, participants on weekly service may have the occasional need to dispose additional garbage (more than their 120L or other selected cart size). These participants may use up to one additional garbage can, if required, per week and purchase a \$2 garbage tag for any additional items above two, which is the same as the current level of service for garbage collection. Similarly, participants on bi-weekly service using 240L (or other selected cart size) may find they have the occasional need for additional pickups on the off-week for their garbage. While participants will be encouraged to use the cart size that suits their needs best for bi-weekly collection, extra pick-ups on the off-week will be provided on request. The intent of the pilot will be to determine which method best encourages waste diversion, while being flexible during the pilot to get as much public feedback as possible.

This type of feedback is important for the city to not only make adjustments to suit participants' requirements, but is also key to the consultation process in order to design a suitable permanent program throughout the city. This type of feedback will be tracked and included as part of reporting back to Council on the pilot program.

As noted, staff will report to Council in July 2014 with an update and feedback on the pilot program in order to have a strategy in place to address services to those residents involved in the pilot at its conclusion. In addition, the report will outline recommendations for a broader-scale, permanent program to all residents with City-provided garbage collection service.

### ***Program Performance Measures***

A number of factors will be included in the evaluation of this program to help guide future decision making. Information will be collected prior to the start of the pilot (to establish baseline performance in each group) as well as during the pilot program. Key items include:

- Garbage: number of cans placed out for collection, size of cans, participation, number of extra bag stickers used, tonnage, truck fuel consumption,
- Blue Box: participation, tonnage, truck fuel consumption,
- Organics: participation, size of cart being used, if Green Cans are being used and how many, if yard waste bags are being used and how many, tonnage, truck fuel consumption.

Information will be tracked within each group and included in the report back to Council. The results will give a good indication of the existing and increased recycling performance under a weekly vs. bi-weekly service level for garbage collection. This information can then be used to help formulate a permanent program for all residents with city provided garbage collection.

### **Financial Impact**

Funding for this program was approved as part of the 2014 Utility Budget and Rates. The costs are offset from provisional funding and existing capital allocations. There is no impact to the rates charged to residents associated with this pilot program.

### **Conclusion**

In a move to design garbage collection services that align with the goals for recycling and waste diversion, a Weekly/Bi-Weekly Garbage Collection Pilot Program is proposed to be undertaken commencing March 3, 2014 and involving approximately 1,600 single-family and townhome residences. This program would leverage the benefits of wheeled carts for garbage with opportunities for adjusting capacity and frequency for garbage collection. Participants would be divided into two groups to help evaluate different service models. Some of the key service components being tested include the frequency of garbage pick-up (weekly or bi-weekly), preferred cart sizes based on frequency and variable rate pricing factors.

Program evaluation will include participation rates, diversion rates, feedback on cart convenience, preferences and general usage, and input from participants related to collection frequency and tolerance for variable fees based on cart sizes. As well, collection service vehicle fuel emissions and fuel consumption will also be measured.

An amendment agreement under Contract T.2988 with Sierra Waste Services to conduct various aspects of the pilot program including cart acquisition, delivery, program evaluation/statistics

tracking and collection services is recommended as it would allow the time frame identified in this report to be met. In addition, they are the city's current service provider. Early results would be reported back to Council in July 2014 for information and consideration of continued services for residents involved in the pilot program as well as a permanent program in relation to garbage collection service levels for all residents with City-provided service.

A handwritten signature in black ink, appearing to read "S. Bycraft", with a stylized, flowing script.

Suzanne Bycraft  
Manager, Fleet & Environmental Programs  
(604-233-3338)

SJB:

## Attachment 1

City of  
Richmond

## Report to Committee

To: Public Works and Transportation Committee Date: October 11, 2013  
From: Tom Stewart, AScT. File: 10-6405-01/2013-Vol  
Director, Public Works Operations 01  
Re: Garbage Collection - Review of Service Level Options

## Staff Recommendation

1. That garbage collection service levels, outlined in Option 4 of the report from the Director, Public Works Operations dated October 11, 2013, be referred to the 2014 utility and capital budget processes to:
  - a) provide wheeled carts to all residents serviced with City garbage collection;
  - b) introduce variable rate pricing based on the size of cart preferred by residents.
2. Staff report back on details and requirements to implement the program.

Tom Stewart, AScT.  
Director, Public Works Operations  
(604-233-3301)

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY DIRECTORS	INITIALS: DW
APPROVED BY CAO 	

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PWT - 111

## Attachment 1 (Cont'd)

October 11, 2013

- 2 -

**Staff Report****Origin**

In the annual *Report 2012 – Recycling and Solid Waste Management*, it was identified that staff would undertake a review of existing service levels for garbage collection, including variable rate programs such as 'pay as you throw' and bi-weekly collection. Variable rate incentive programs and/or garbage service level reductions can help to further waste diversion objectives through increased recycling and decreased waste disposal.

This report presents options for Council's consideration.

**Analysis****Background**

The City has continued to expand its recycling services to residents as part of striving to achieve 70% waste diversion by 2015 in accordance with the regional Integrated Solid Waste and Resource Management Plan (ISWRMP) and the City's Solid Waste Strategic Framework. In order to achieve this diversion target and lay the groundwork for aspiring to 80% diversion by 2020 per the ISWRMP, additional actions must be undertaken to divert waste – the status quo is not an option. Early actions are also critical as part of capitalizing on savings through diverting material away from disposal and into more cost-effective recycling material management and as part of taking advantage of those early gains before tipping fees rise. Tipping fees are projected to increase from the current rate of \$107 per tonne to \$151 per tonne by 2017. Reducing and recycling additional waste is also very important as part of best practices for demand side management to defer regional capital costs for new waste disposal infrastructure, which is ultimately reflected in the system costs shared by residents and the community as a whole.

To support residents and provide greater access to recycling, the City introduced the Green Cart program in June, 2013 to make yard trimmings and food scraps recycling more convenient for residents in single-family homes, and to expand organics recycling services to residents in townhomes. In the first two months of implementation, performance of this program was at 68% diversion for single-family households. While organics tonnages are higher in the summer months and this contributes to the high diversion rate for this period, it is nonetheless a positive reflection of the benefit of organics recycling initiatives. To this point, the City is currently introducing a pilot program for organics recycling in apartments.

Through the Blue Box and Green Cart recycling programs, residents in single-family and townhomes are now able to divert the majority of their household waste to recycling. Given these recycling alternatives are in place, adjusting service levels for garbage collection is the next aggressive and progressive step needed to drive additional waste diversion.

There are two variables which can be considered either individually or in combination to encourage residents to make maximum use of available recycling options by creating disincentives to waste disposal. These include: a) introducing financial incentives through variable rate programs, and/or b) service level reductions.

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**PWT - 112**



## Attachment 1 (Cont'd)

October 11, 2013

- 3 -

**a) Variable Rate Programs**

A variable rate program, also typically referred to as "Pay-As-You-Throw", results in a sliding-scale fee structure for garbage disposal based on the size of garbage container used by residents, i.e. a lower cost for smaller-sized garbage containers and a higher cost for larger-sized containers. For the purpose of this report, it is assumed that under a variable rate program the City would provide carts for garbage collection in a range of sizes similar to that used in the Green Cart program, i.e. 80 litres, 120 litres, 240 litres and 360 litres. Residents would have the option to choose the cart size of their choice and pay the associated rate established by the City for each various container size.

A variable rate program can be used for either weekly or bi-weekly garbage collection service, provided carts are provided as part of the program.

*Key Advantages*

- Residents have ability to influence the amount they pay based on volume of garbage generated, i.e. user pay
- Financial incentives are created to increase recycling/diversion and reduce garbage
- Carts are provided for garbage collection service

*Key Disadvantages*

- Additional administrative work necessary to track cart sizes in order to appropriately assess costs
- Capital cost to provide and deliver garbage carts can be substantial

**b) Garbage Collection Service Level Reductions**

Service levels for garbage collection can be reduced by placing additional limits on the number of garbage cans allowed per week (i.e. one can vs. two cans) or by collecting garbage every two weeks instead of weekly. Recycling collection services can remain unaffected, i.e. weekly Blue Box and Green Cart collection. By reducing the number of garbage containers collected each week or by collecting garbage every other week, residents are motivated to recycle more and dispose less. Both the City of Surrey and the City of Vancouver have implemented bi-weekly garbage collection service using carts. The City of Surrey also collects recycling (in carts) on a bi-weekly basis (alternates with garbage).

Garbage collection service levels can be adjusted under the City's current program where residents provide their own garbage containers, or if the City opts to provide carts to residents. Reductions in garbage collection service levels can also be used in combination with variable rate programs provided carts are used in the program.

*Key Advantages*

- Reduction to one can/week can be easily implemented and residents can continue to use/provide their own containers (no added capital cost)

*Key Disadvantages*

- Service level reductions (regardless of one can/week or bi-weekly) have limited cost savings compared to what residents might otherwise expect

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PWT - 113

## Attachment 1 (Cont'd)

October 11, 2013

- 4 -

*Key Advantages*

- Bi-weekly collection provides considerable incentive for residents to reduce garbage and increase recycling due to the inconvenience of every other week garbage collection (with no added capital cost if carts are not used)

*Key Disadvantages*

- Potential for contamination of garbage into other recycling streams (Blue Box/Green Cart) since residents are motivated to get rid of their waste
- Potential for increased illegal dumping (including dumping of household garbage into neighbourhood park garbage containers, commercial dumpsters, etc.)

*Review of Service Level Options*

There are five different options explored in this report for Council's consideration, including:

- 1) Status Quo – Two cans collected weekly (where residents provide their own containers);
- 2) One can collected weekly (where residents provide their own container);
- 3) Two cans collected bi-weekly (where residents provide their own containers);
- 4) Weekly cart collection using variable rate pricing (where carts are provided by the City);
- 5) Bi-weekly cart collection using variable rate pricing (where carts are provided by the City).

Each is explored in more detail below, and is summarized in *Attachment 1*. Some key assumptions used in this evaluation are: the waste shifts from garbage to recycling (e.g. reduced garbage disposal but increased recycling processing); broad assumptions must be applied to estimate the selection percentage of different sized carts residents may choose; and collection costs are higher to service City-provided carts vs. resident-provided cans.

In considering these options, it is helpful to have background information on the City's current garbage collection service levels as outlined in Option 1.

1. *Option 1 - Current Service Level/Status Quo:* The current level of service for curbside City garbage collection is:

- Weekly Collection: for up to two, 100 litre containers/bags, or a maximum of 200 litres per household per week;
- Additional Containers: residents may purchase a \$2 garbage tag and adhere it to each additional container/bag.

In addition, the City offers the following options for disposing of additional and/or large items:

- Additional Garbage: residents may also dispose of additional garbage by purchasing a \$5 garbage disposal voucher which they may use at the Vancouver Landfill to dispose of up to \$20 worth of material which they deliver themselves;

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PWT - 114



## Attachment 1 (Cont'd)

October 11, 2013

- 5 -

- **Large Items:** the City also introduced a large item pickup program (in June, 2013) where residents may have up to four large items collected annually at curbside (residents with City garbage and/or Green Cart service).

Some challenges with the existing service are that residents frequently use over-sized containers with wheels (120 litre or larger). Missing lids, broken handles, broken wheels and/or broken containers are common complaints – principally due to the quality of containers available for purchase by residents. Garbage can also become scattered by animals. These are challenges which could be addressed if the City were to provide designated carts for garbage collection.

2. *Option 2: One Garbage Can Collected Weekly*

Under this option, garbage collection service would be reduced to one, 100-litre container per week. Residents are responsible for providing their own containers. Additional bags of garbage could be collected if a garbage tag is used. The price of the additional garbage container tag could be increased from \$2/each to \$3/each as a further deterrent to additional garbage.

This is a fairly straight forward option and likely the easiest/quickest to implement. Information could be communicated to residents and a transition period established for implementation (i.e. 3 – 6 months).

Anticipated challenges with this option are: residents may use over-sized containers (120 litre or 140 litre containers) and overstuff garbage into containers. This could translate into operational concerns and complaints and real or perceived service level inequities (if oversized containers are tagged, residents will complain their garbage was not collected; if the oversized containers are being collected, residents will complain that the rules aren't being equally applied; where garbage is stuffed into containers, it will become lodged and difficult to empty). Illegal dumping activities could increase and there could be increased contamination in the recycling stream.

Some cost savings are expected through reduced tipping fees since more waste is expected to be recycled, or approximately \$125,000 annually. As such, this option is estimated to result in annual cost savings of approximately \$2.26 per household.

3. *Option 3: Two Garbage Cans Collected Bi-Weekly*

With this option, the level of service for garbage collection is reduced to collection of two, 100-litre containers bi-weekly, or every two weeks. Residents provide their own containers. Additional items could be collected as outlined in Option 1, i.e. via a garbage tag.

This option can also be implemented fairly readily, with allowance for a communication and transition period established for implementation (3 – 6 months).

As noted previously, bi-weekly collection service has the advantage of creating a strong incentive for residents to expand their recycling efforts by making garbage collection less

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PWT - 115

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## Attachment 1 (Cont'd)

October 11, 2013

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convenient. Disadvantages may include: potential use of oversized containers (as in Option 2); illegal dumping activities could increase, and there could be increased contamination in the recycling stream. These are issues which might be expected to be at a high level at the outset of the program change, and then taper to lower significance as residents become more accustomed to the changes.

Cost savings are expected through reduced collection costs and tipping fees since more waste is expected to be recycled, or approximately \$185,000 annually, equal to approximately \$4.18 per household.

4. *Option 4: Weekly Garbage Collection with Variable Rate Pricing Using Carts (Recommended Option)*

With this option, the City would provide carts to residents based on subscription to various sized carts, i.e. 80 litres, 120 litres, 240 litres and 360 litres. Carts would be emptied weekly. Staff would recommend the base or standard cart size be 120 litres to encourage less garbage (i.e. vs. 200 litres under the current program). Residents would have the option to subscribe to the smaller 80 litre sized cart or to a larger cart size, and pay the established rate. The incentive to reduce waste is built into the rate structure. The option to dispose of additional garbage could continue to be made available via a garbage tag, and it would be recommended to increase the tag cost to \$3/each.

Collection costs are higher under this option due to the additional time required to service carts vs. cans or bags. Once estimated garbage disposal savings are considered, the net operating cost of this option is approximately \$400,000. There is also an additional initial capital cost to purchase the carts for residents, estimated at \$2.2 million. The cart acquisition cost would not be reflected in the rates charged to residents as a funding provision has been established for this purpose.

This option requires a longer transition and implementation period due to the need to allow for a sign-up period, order and deliver carts, etc. or approximately 9-10 months.

Waste diversion is encouraged by reducing the weekly limit from the existing 200 litres maximum to a standard of 120 litres and by offering variable rates to create financial incentives to reduce garbage.

There are added collection costs under this option for servicing garbage carts, which are offset somewhat by reduced garbage tonnage. Overall, this option is expected to result in an annual increase of approximately \$8.84 per household (based on a standard 120 litre cart). However, residents can save by selecting a smaller cart size or pay additional amounts for a larger cart size.

5. *Option 5: Bi-weekly Garbage Collection with Variable Rate Pricing Using Carts*

This option is similar to Option 4, with the exception that garbage carts are collected every other week (or bi-weekly). Carts are provided by the City, with the standard recommended size being 240 litres due to collection frequency being every other week. The incentive to reduce waste is built into the rate structure. The option to dispose of

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## Attachment 1 (Cont'd)

October 11, 2013

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additional garbage could continue to be made available via a garbage tag, and it would be recommended to increase the tag cost to \$3/each.

Collection costs remain consistent with current costs (i.e. although it is more expensive to collect material from carts, this is offset due to bi-weekly servicing). There are added costs anticipated associated with additional administrative support as well as operating impacts from potential dumping and related issues, which are principally offset resulting in a net annual operating budget impact of approximately \$50,000. There is no anticipated change in the annual operating cost per household based on the standard size container issued. Residents would continue to have the option to pay less or more based on the container size of their choice.

This option requires approximately 9-10 months for implementation and transition.

There are capital/start up costs associated with this option, estimated at \$2.2 million. The cart acquisition cost would not be reflected in the rates charged to residents as a funding provision has been established for this purpose.

A summary of the options, which describes the key cost centres and an estimate of how each is impacted throughout the various options is provided below. Note that these costs use projected 2014 costs for an average single-family household as the base case for comparison purposes. The existing 2013 single-family household cost is also shown for information. The projected rate increases for 2014 relates to full year implementation costs for new programs introduced in June, 2013, i.e. the Green Cart and Large Item programs as well as reduced revenue projections for recycling commodities based on market conditions.

<i>Estimated Annual Cost Impact of Options Based on Single-Family Household</i>						
<i>Service Component</i>	<i>2013 Current Net Cost</i>	<i>Option 1: Status Quo 2014 Projected Cost</i>	<i>Changes to Option 1 – Status Quo Net Rate</i>			
			<i>Option 2: One 100 L Can Weekly</i>	<i>Option 3: Two 100 L Cans Bi-Weekly</i>	<i>Option 4: Carts Weekly (Based on 120 L Standard)</i>	<i>Option 5: Carts Bi-Weekly (Based on 240 L Standard)</i>
Garbage	\$106.00	\$106.20	-\$3.76	-\$5.68	\$7.22	-\$1.20
Yard Waste	\$77.50	\$82.30	\$1.00	\$1.00	\$1.01	\$0.75
Recycling	\$31.30	\$34.00	\$0.50	\$0.50	\$0.61	\$0.45
Other <sup>1</sup>	\$36.60	\$41.30				
<b>Total</b>	<b>\$251.40</b>	<b>\$263.80</b>	<b>-\$2.26</b>	<b>-\$4.18</b>	<b>\$8.84</b>	<b>\$0.00</b>

<sup>1</sup>Large item program, litter collection, Recycling Depot, illegal dumping, environmental, and administration.

#### *Recommended Option*

Staff recommend Option 4. This approach provides carts to residents, building on the success of the Green Cart program. Many positive comments have been received from residents about the convenience of using carts for their organics, and many have requested that carts also be provided for residents to use for their garbage. Providing standard carts to residents will help to alleviate many common complaints ranging from missing lids to scattered garbage and litter in neighbourhoods. Maintaining weekly garbage collection service using a standard cart of a lesser



## Attachment 1 (Cont'd)

October 11, 2013

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size (120 litres) coupled with providing variable rate incentives for alternative size carts provides maximum choice to residents while at the same time encouraging waste diversion. As such, this program is expected to help further the City's goal toward 70% waste diversion by 2015.

**Financial Impact**

This report has no direct financial impact as these details will be provided as part of the 2014 utility budget process for Council's consideration. It is expected that any financial impact affecting the rates charged to residents associated with this initiative would be principally reflected in 2015, based on an estimated late third quarter program implementation. Capital funding for cart acquisitions is available in the General Solid Waste and Recycling Provision.

**Conclusion**

This report presents options for garbage collection service level adjustments to help further waste diversion objectives. The suggested approach to provide weekly collection service using City-provided carts of a reduced capacity over current service levels (i.e. 120 litres vs. 200 litres), coupled with variable rate incentives for smaller or larger cart sizes, balances convenience and choice while encouraging additional waste diversion.



Suzanne Bycraft  
Manager, Fleet & Environmental Programs  
(604-233-3338)

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## Attachment 1 (Cont'd)

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## Attachment 1

Option	Service Level		Containers		Additional Garbage			Anticipated Annual Cost		Capital Cost	Implementation Timeframe
	Weekly	Bi-weekly	Resident Provided	City Provided	Tag Cost Each	\$5 Garbage Voucher Program	Large Item Pick Up (4 items)	Based on 2014 Budget	Difference Over 2014 Projected		
1	✓		2 x 100 litres can		\$2	✓	✓	\$263.80**	None	N/A	N/A
2	✓		1 x 100 litres can		\$3	✓	✓	\$261.54**	-\$2.26	N/A	3 to 6 months
3		✓	2 x 100 litres can		\$3	✓	✓	\$259.62**	-\$4.18	N/A	3 to 6 months
4	✓			1 x 80 litres cart	\$3	✓	✓	\$234.84	-\$28.96	\$2.2 Million	9 to 10 months
				1 x 120 litres cart*				\$272.64	\$8.84		
				1 x 240 litres cart				\$326.64	\$62.84		
				1 x 360 litres cart				\$369.84	\$106.04		
5		✓		1 x 80 litres cart	\$3	✓	✓	\$222.00	-\$41.80	\$2.2 Million	9 to 10 months
				1 x 120 litres cart				\$241.44	-\$22.36		
				1 x 240 litres cart*				\$263.80	\$0.00		
				1 x 360 litres cart				\$341.88	\$78.08		

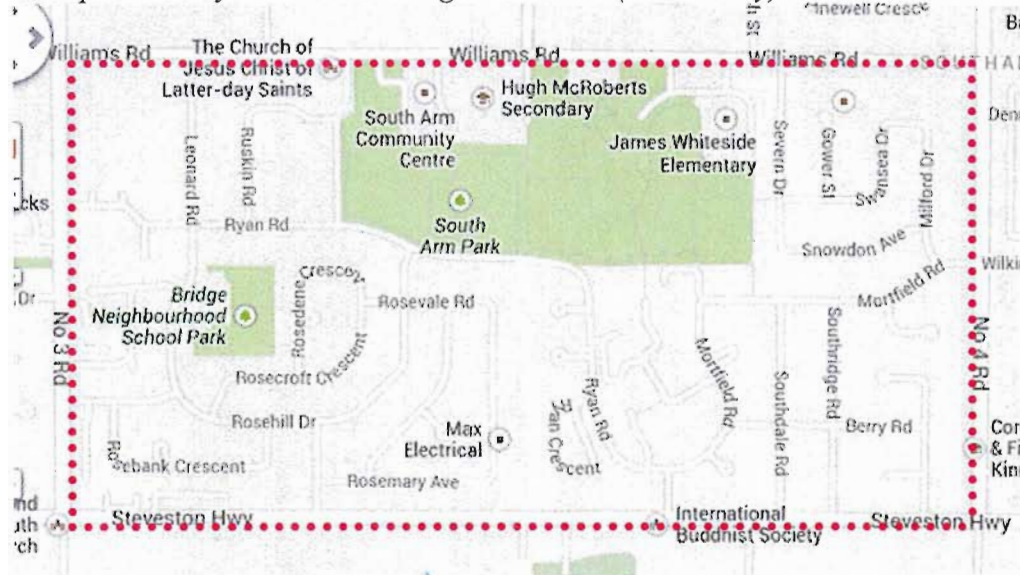
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Legend: \* Standard size

\*\* Based on Average Single Family Home

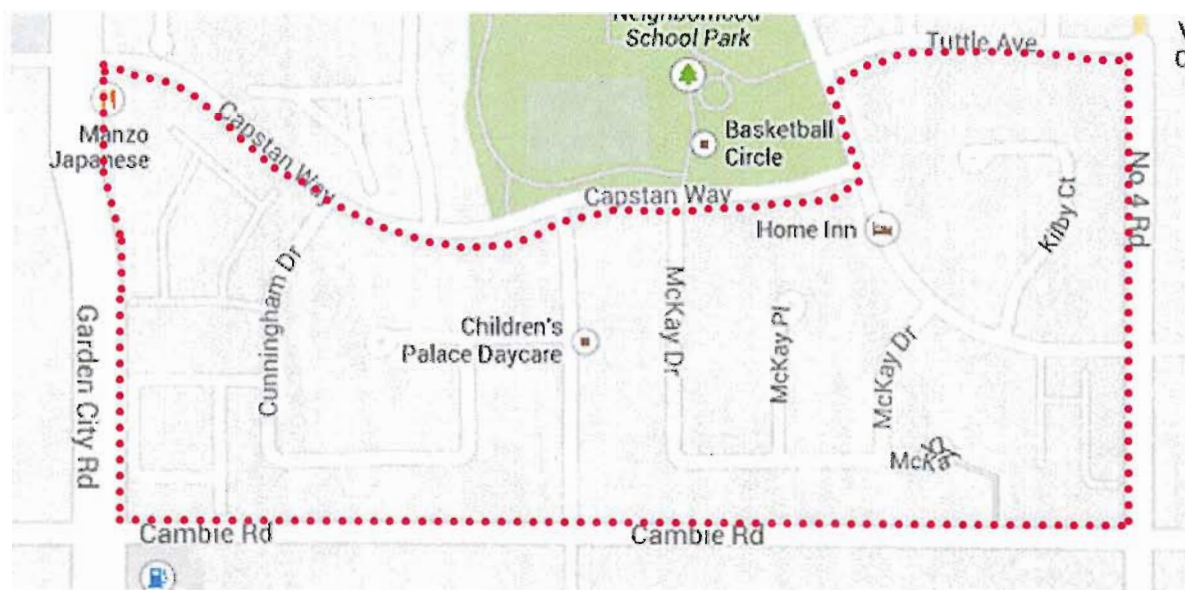
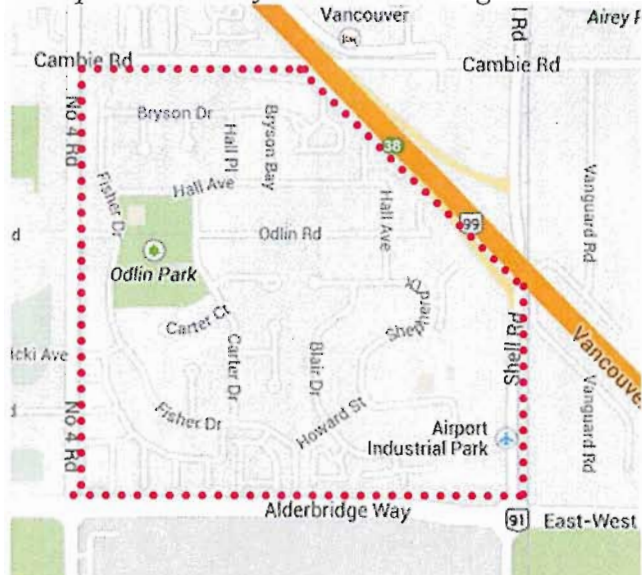
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## Weekly/Biweekly Garbage Collection Pilot Program

*Group 1: Weekly Collection Using 120L Carts (Wednesday)**Pilot duration: March 3, 2014 to August 29, 2013*

# Weekly/Biweekly Garbage Collection Pilot Program

## *Group 2: Bi-Weekly Collection Using 240L Carts (Thursday)*



*Pilot Duration: March 3, 2014 to August 29, 2013*



# City of Richmond

## Report to Committee

**To:** Public Works and Transportation Committee

**Date:** December 11, 2013

**From:** Victor Wei, P. Eng.  
Director, Transportation

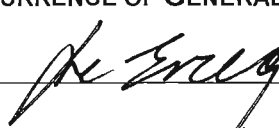


**File:** 01-0100-20-  
RCYC1/2013-Vol 01

**Re:** **RICHMOND ACTIVE TRANSPORTATION COMMITTEE – PROPOSED 2014 INITIATIVES**

### Staff Recommendation

1. That the proposed 2014 initiatives of the Richmond Active Transportation Committee, as described in the report, be endorsed.
2. That a copy of the above report be forwarded to the Richmond Council-School Board Liaison Committee for information.

Victor Wei, P. Eng.  
Director, Transportation  
(604-276-4131)

REPORT CONCURRENCE		
<b>ROUTED TO:</b>  Parks Services Recreation Services Sustainability	<b>CONCURRENCE</b>  <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<b>CONCURRENCE OF GENERAL MANAGER</b>  
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 



## Staff Report

### Origin

The report reviews the 2013 activities of the Richmond Active Transportation Committee (RATC) and identifies a number of initiatives for 2014 that would support its mandate. In early 2013, Council endorsed that this Committee evolve from the Richmond Community Cycling Committee with an expanded mandate to allow for members' consideration of other human-powered or electric motor-assisted wheeled devices when providing feedback on the planning and design of the City's transportation infrastructure as well as encouraging more people to cycle and roll in Richmond.

### Analysis

#### 1. Summary of 2013 Committee Activities and Achievements

The RATC undertook and participated in a number of activities in 2013 that contributed to enhanced cycling and rolling opportunities, and increased education and awareness of active transportation in Richmond.

##### 1.1 Expansion and Improvement of Active Transportation Network

The City continued to add to the active transportation network in 2013, which now comprises nearly 65 km of on- and off-street bike and rolling routes, with the contribution of funding grants from external agencies including TransLink, ICBC and the Ministry of Transportation & Infrastructure that totalled \$686,500, which in turn supported projects with a total value of nearly \$2.5 million. The Committee provided feedback on the planning, design, construction, and/or improvement of the following facilities.

*Railway Avenue Greenway*: Design of this major north-south pedestrian, cycling and rolling greenway that connects Steveston with the Middle Arm Greenway including intersection treatments and signage (see Figure 1).

*Future Neighbourhood Links*: Members participated with staff on an assessment ride of two planned neighbourhood walking and cycling routes (new east-west Crosstown route aligned between Blundell Road and Francis Road, and new north-south route aligned parallel to and east of Gilbert Road) and offered valuable and constructive feedback with respect to route planning, infrastructure improvements and wayfinding.

*Parkside Neighbourhood Link (Phase 1)*: Upgrade (i.e., widening and paving) of the existing off-street multi-use pathway along the perimeter of Walter Lee Elementary School (including addition of a new accessible ramp at Glenacres Dr) to safely accommodate two-way cycling, rolling and walking as part of Phase 1 of this second neighbourhood bike route that connects the South Arm area (Williams Road at Ash Street) to Garden City Park (see Figure 2).



**Figure 1: Railway Greenway crossing at Princeton Ave**



**Figure 2: Before & After Off-Street Path along Perimeter of Walter Lee School**

Westminster Highway Pathway (No. 6 Road-No. 8 Road): Removal of centre bollards from the existing off-street pathway and review of further potential improvements including the addition of new streetlights, painted white edge lines and reflectors to improve visibility and the legibility of the pathway at night.

No. 6 Road Pathway (Westminster Hwy-Commerce Parkway): Construction of a new two-way off-street multi-use pathway on the west side of No. 6 Road as part of the scope of a road widening project.

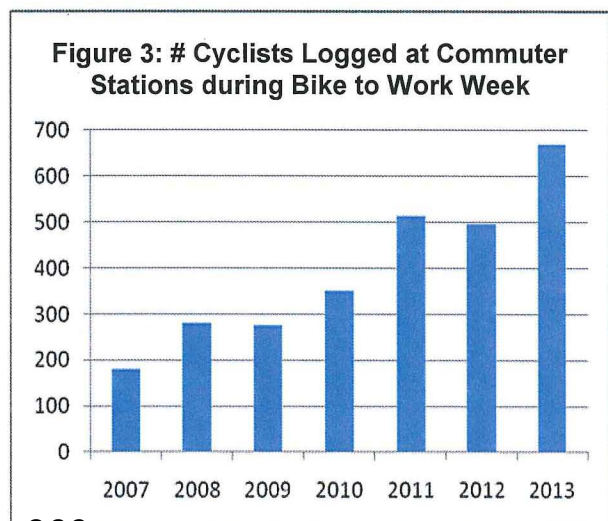
City Paving Program: Worked with Engineering and Public Works staff to identify priorities for the restoration of roadways with cycling facilities impacted by development activities.

Cycling Improvements in Steveston: Identified additional locations for bike racks along Chatham Street in Steveston Village as well as potential improvements to Bayview Street east of No. 1 Road to enhance cycling (e.g., removal of raised granite pavers).

## 1.2 Promotion

The Committee participated in the following activities to promote cycling and other active transportation modes in Richmond.

Bike to Work Week (May and October 2013): The Committee worked with organizers of this region-wide annual initiative to continue to successfully stage these events in Richmond. Four bike commuter stations recorded a total of 398 cyclists (i.e., stopping at the commuter station or passing by) during 2-hour periods in May and 272 cyclists were recorded at two bike commuter stations during 2-hour periods in October (see Figure 3).





13<sup>th</sup> Annual “Island City, by Bike” Tour (June 9, 2013): Each year in June, as part of regional Bike Month activities and the City’s Environment Week events, the Committee and the City jointly stage guided tours for the community of some of the city’s cycling routes. The 13<sup>th</sup> annual “Island City, by Bike” tour was based at Woodward’s Landing and offered short (7-km) and long (21-km) rides with escorts provided by volunteer members of the Richmond RCMP bike squad. The loops featured the South Dyke Trail and the recently completed cycling connection through



**Figure 4: 2013 Bike Tour Participants**

Riverside Industrial Park that links Shell Road to Rice Mill Road. Activities included a bike and helmet safety check prior to the ride plus a barbecue lunch and raffle prize draw at the finish. Despite rain that morning, the event attracted 94 cyclists of all ages and cycling ability (see Figure 4). Attendance at the event has consistently grown over the past several years and now averages 110 participants, up from 75 in the first five years of the event.

Expanded Committee Mandate: To raise community awareness of the Committee’s expanded mandate, a notice was placed in the City Page section of the *Richmond Review* inviting members of the public to participate or attend a meeting to present and discuss a topic of mutual interest. Staff have also advised other appropriate City advisory committees (e.g., Richmond Seniors Advisory Committee) of the Committee’s role.

### 1.3 Education

The City also provided funding of \$4,375 to *HUB: Your Cycling Connection*, a non-profit organization focused on making cycling better through education and events, to operate the following cycling education courses for local residents with input from the Committee.

Ride the Road Bicycle Education for Students: In September 2013, four classes of a total of 100 students in Grades 4 to 7 at Tomsett Elementary School participated in a five-day bike education course, which was the first held in Richmond in co-operation with Richmond School District. The goals of the course are to:

- promote and demonstrate that cycling is a fun, healthy, social and inexpensive way to experience freedom and independence as well as a viable option to driving a car;
- build rider competency through the practice of a complete range of bike handling skills;
- teach traffic dynamics, including rules of the road, to develop safe, responsible cyclists;
- promote safe riding through visible clothing, safe routes, helmets, lights, and bells; and
- teach the basics of bike security, bike parts and maintenance, bike fit, and bike equipment.

The course included in-class lessons, on-bike playground cycling safety training for younger students and neighbourhood road ride education for older youth. The course was well received and enjoyed the enthusiastic participation of all students. Post-program survey

responses indicated that 66 per cent of students stated that the likelihood of riding their bike increased post-course and 70 per cent of students said that their confidence about their ability to ride in traffic improved post-course.

*Learn to Ride:* In October 2013, a beginner's course targeted to new Canadians (both adults and their children) was offered in co-operation with Richmond Family Place. The workshop takes participants through the most common situations faced when riding a bike in traffic and provides tips to make cycling commuting a fun and regular activity (see Figure 5). Two separate lessons were held with bicycles provided for those that needed them. A total of 16 participants attended over two instructional days including three adults were learning to ride and nine youth who joined with their parents. Feedback from participants was very positive.



**Figure 5: Participants in Learn to Ride Course**

#### 1.4 Other Initiatives related to Active Transportation

The Committee participated in the following initiatives with elements related to active transportation:

*Transportation Forum:* Members attended a public forum (“Have Options Will Travel”) organized by the Richmond Poverty Response Committee in April 2013 that featured a panel of speakers on the topic of sustainable transportation including transit, car-sharing, cycling, and walking.

*Steveston Streetscape Open Houses:* Members participated in two joint open houses held by the City in April (invited stakeholders) and May (general public) regarding an update of the *Steveston Village Conservation Strategy* and proposed long-term streetscape visions for Chatham Street and Bayview Street. The Committee subsequently submitted a document that detailed the Committee's preferred long-term visions for both streets. In support of the Committee's mandate to encourage active transportation modes, the Committee's goals and preferred streetscape features included provision of wider sidewalks to enhance rolling travel modes, and pedestrian-scale features such as benches and lighting.

*Move for Health Festival:* The Committee staffed a booth at this inaugural City event held May 10, 2013 at Minoru Park as part of a week-long campaign to promote awareness of the benefits of healthy active living for people of all ages.

## 2. Proposed Committee Initiatives for 2014

In addition to providing input on the planning, design and implementation of major capital infrastructure projects designed for active modes of transportation, the Committee proposes to undertake various activities in co-operation with the City and external agencies that encourage and raise awareness of active transportation, and educate all users how to safely share facilities.

## 2.1 Active Transportation Network Expansion & Improvement Projects

The Committee will provide input at the earliest conceptual stage on the prioritisation, planning, design, and implementation of the following projects that expand and/or improve the network of infrastructure that can be used by active transportation modes.

*Planned Active Transportation Network Expansion:* Completion of the Parkside Neighbourhood Link with the provision of a multi-use pathway connection (for cycling, walking and rolling) from the north end of Ash Street to Garden City Park and the upgrade of the special crosswalk on Blundell road at Ash Street to a pedestrian signal, initiation of the Crosstown Neighbourhood Link and further improvements to the Railway Avenue Greenway.

*Cycling Network Improvement Projects:* Localised improvements to existing on-street cycling facilities such as improved pavement markings (e.g., green painted bike lanes at potential conflict areas), additional signage and installation of delineators to prevent motorists from encroaching into bike lanes.

*Planned Park, Road and Development Projects:* Review of additional projects that impact existing or would incorporate new active transportation infrastructure as part of the overall project such as Westminster Highway widening (Nelson Road-McMillan Way), interim Lansdowne Road extension (Minoru Blvd-Alderbridge Way) and new civic facilities at Minoru Park.

*Promotion of Completed Routes:* Develop new and/or enhanced promotional campaigns to raise the awareness of new active transportation facilities both locally and regionally such as news releases, regular City notices in local newspapers and wide distribution of the trails and cycling map.

## 2.2 Education and Encouragement Initiatives

The Committee will encourage and promote active transportation as sustainable travel modes that also have significant health benefits via the following activities.

*Railway Greenway Opening:* Participate in an event tentatively planned for Earth Day to celebrate the new greenway and educate users on greenway etiquette (e.g., sharing the facility between multiple users, safely crossing at intersections, etc).

*14<sup>th</sup> Annual "Island City, by Bike" Tour:* Assist in the planning, promotion and staging of the fourteenth annual bike tour of Richmond during Bike Month in June 2014, which is set for Sunday, June 8<sup>th</sup> at Thompson Community Centre. Both the long and short routes will utilize the Railway Greenway to raise community awareness of this new amenity that supports walking, cycling and rolling activities.

*Bike to Work & School:* Assist in the planning, promotion and staging of this region-wide event during May and November 2014, which includes the provision of bike commuter stations throughout the city.

*Bicycle Education for Students:* In co-operation with HUB and the Richmond School District, build on the success of the first course held at Tomsett Elementary School in 2013 to expand the delivery of the course to additional elementary schools in Richmond.

*Learn to Ride Courses:* Work with HUB and a variety of community agencies to host and promote safe cycling education courses in Richmond.

*City Page and City Website:* Provide education and awareness notices regarding active transportation in the City Page of the *Richmond Review* and continue to update, revise and enhance related information on the City's website and Facebook site.

### **Financial Impact**

None.

### **Conclusion**

Over the past year, the Richmond Active Transportation Committee has successfully transitioned from a focus on cycling to a broader mandate that includes other rolling transportation modes such as in-line skating and low-powered scooters. The Committee's proposed 2014 initiatives would continue efforts to further encourage greater and safer use of active transportation modes in Richmond, which in turn will support progress towards meeting the City's target for the reduction of greenhouse gas emissions as well as the travel mode share targets of the City's Official Community Plan.



Joan Caravan  
Transportation Planner  
(604-276-4035)



# City of Richmond

## Report to Committee

**To:** Public Works and Transportation Committee

**Date:** December 20, 2013

**From:** Victor Wei, P. Eng.  
Director, Transportation

**File:** 01-0150-20-  
THIG1/2013-Vol 01

**Re:** **PROVINCIAL 2013-2014 BIKEBC PROGRAM – SUBMISSIONS FOR COST-SHARING**

### Staff Recommendation

1. That the submission for cost-sharing to the Province's 2013-2014 *BikeBC Program* for the upgrade of an off-street multi-use pathway as part of the Crosstown Neighbourhood Bike Route, as described in the report, be endorsed.
2. That should the above applications be successful, the Chief Administrative Officer and the General Manager, Planning and Development, be authorized to execute the funding agreement.

Victor Wei, P. Eng.  
Director, Transportation  
(604-276-4131)

Att. 3

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Finance Division	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b>	<b>APPROVED BY CAO</b>



## Staff Report

### Origin

The Province of BC's *BikeBC Program* is a 50-50 cost-share program between the province and local governments to support the construction of new bike lanes, trails and pathways to promote cycling as a means of reducing traffic congestion and greenhouse gas emissions. Within this program, the City is eligible to apply to the *Cycling Infrastructure Partnership Program* (CIPP), which has a total funding envelope of \$500,000 for 2014 and is intended to support smaller scale projects up to a maximum contribution of \$100,000 per municipality. This report presents the proposed submission from the City for consideration of cost-share funding under this program.

### Analysis

#### 1. Crosstown Neighbourhood Bike Route: Multi-Use Pathway Upgrade

Building on the Crabapple Ridge and Parkside neighbourhood bike routes, both of which run north-south, the Crosstown bike route would be the first east-west neighbourhood bikeway that would be aligned between Blundell Road and Francis Road (see Attachment 1). Consistent with Section 3.5 Connected Neighbourhoods within the Official Community Plan (see Attachment 2), the route is part of the overall neighbourhood links network that connects to the Railway Greenway in the west and the Parkside bikeway in the east, and ultimately will provide walking, cycling and rolling access to several elementary and secondary schools, parks and neighbourhood shopping centres.

The overall project will include the upgrade of existing crossings at arterial roads complete with intersection improvements (e.g., wider sidewalks, ramps), repaving and widening of several existing off-street public pathways, adding new ramps where the pathways connect to roadways, and the installation of wayfinding signage and pavement markings. Given the contribution cap for the 2013-2014 CIPP of \$100,000, the City's proposed application is limited to the upgrade of an existing off-street pathway 370 m in length that connects Dorval Road and Lucas Road (see Attachment 3). The upgrade would widen (from 1.5 m to 3.0 m) and repave the pathway to safely accommodate two-way cycling, rolling and walking.

Council has previously approved the Crosstown Bikeway as part of the 2014 Capital Budget (at the December 9, 2013 regular Council meeting) as well as other components of the overall project for submission to TransLink for consideration of cost-share funding as part of its 2014 *Major Road Network & Bike Program* (at the October 28, 2013 regular Council meeting).

#### 2. Requested External Funding and Estimated Project Costs

Table 1 below summarizes the estimated project cost, the previously approved City funding as part of the 2013 and 2014 Capital Budgets and the requested external funding source. Should the submission be successful, the City would enter into a funding agreement with the Province. The agreement is a standard form agreement provided by the Province and includes an indemnity and release in favour of the Province. Staff recommend that the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the agreements. The 2014 Capital Plan and the 5-Year Financial Plan (2014-2018) would be updated to reflect the receipt of the external grants where required dependant on the timing of the budget process.



Should the submission not be successful, the project may still proceed provided that a complete drainage upgrade at an estimated cost of \$106,000 is not required, which will not be known until the detailed design phase in early 2014. Otherwise, the project would be deferred to 2015.

**Table 1: Project to be Submitted to 2013-2014 CIPP**

Proposed Project	Estimated Total Cost	Source of City Funds (As approved by Council)	Requested External Funding <sup>(1)</sup>
Crosstown Neighbourhood Bike Route: Pathway Upgrade	\$300,000	\$130,000 2013 Active Transportation Program \$70,000 2014 Active Transportation Program	\$100,000 2013-2014 CIPP

(1) The amount shown represents the maximum funding contribution to be received from the external agency based on the City's cost estimate for the project. The actual approved amount may be lower than requested. The actual invoiced amount follows project completion and is based on incurred costs.

### Financial Impact

The funding source for the City's portion of the costs of the projects have been previously approved by Council as outlined in Sections 1 and 2 of this report. The 2014 Capital Plan and the 5-Year Financial Plan (2014-2018) would be updated to reflect the receipt of the external grants where required dependant on the timing of the budget process.

### Conclusion

The implementation of the project would provide a key east-west off-street pathway for active transportation users across the urban part of the city. It would also support Council goals to improve community mobility and reduce greenhouse gas emissions by encouraging more cycling trips rather than driving. The potential receipt of external funding would enable the City to expedite the provision of sustainable transportation infrastructure and improve healthy and active travel options for the community.



Joan Caravan  
Transportation Planner  
(4035)

Proposed Crosstown Neighbourhood Bikeway



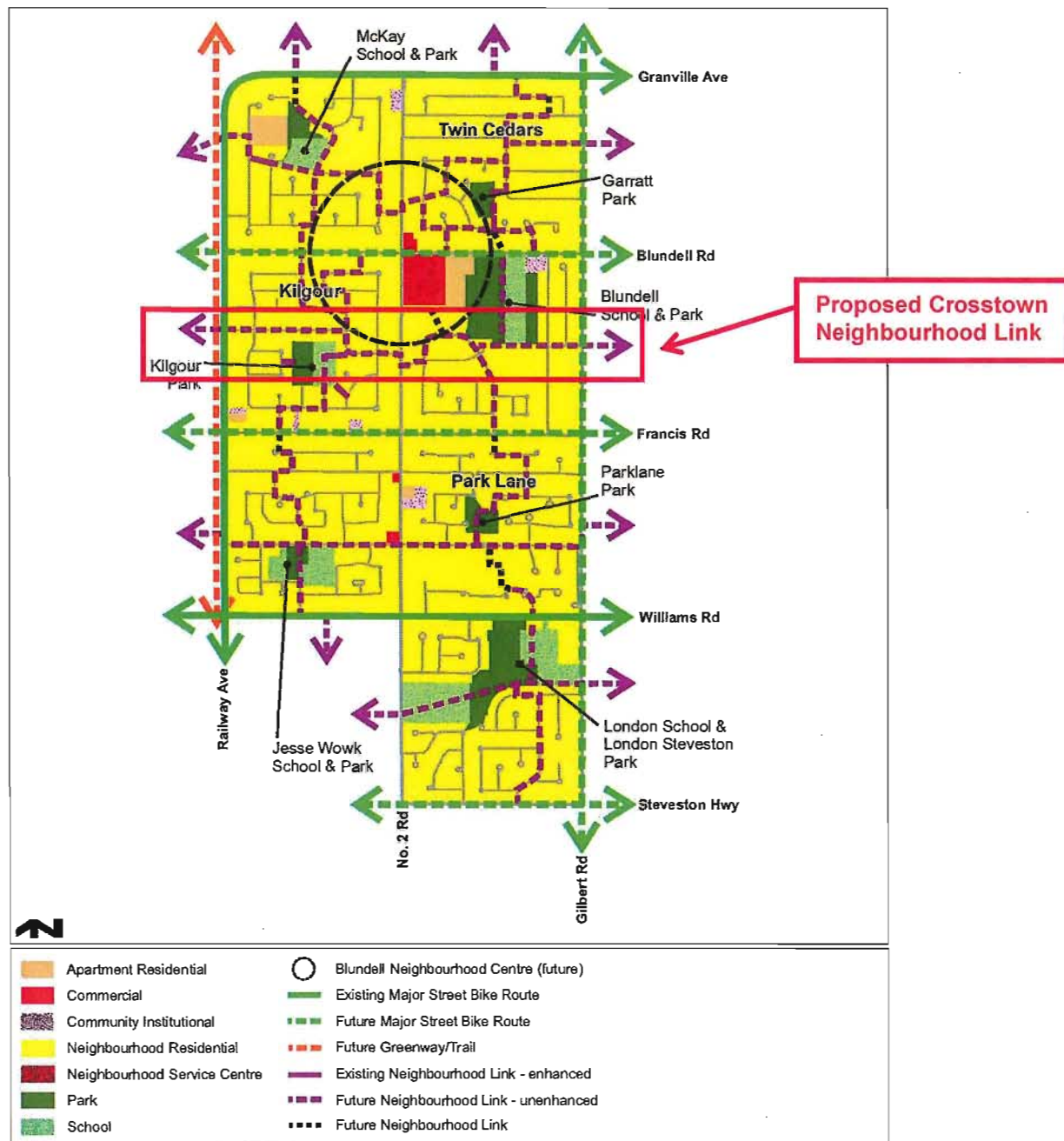


# Official Community Plan Section 3.5: Specific Richmond Neighbourhoods – Blundell

Connected Neighbourhoods With Special Places

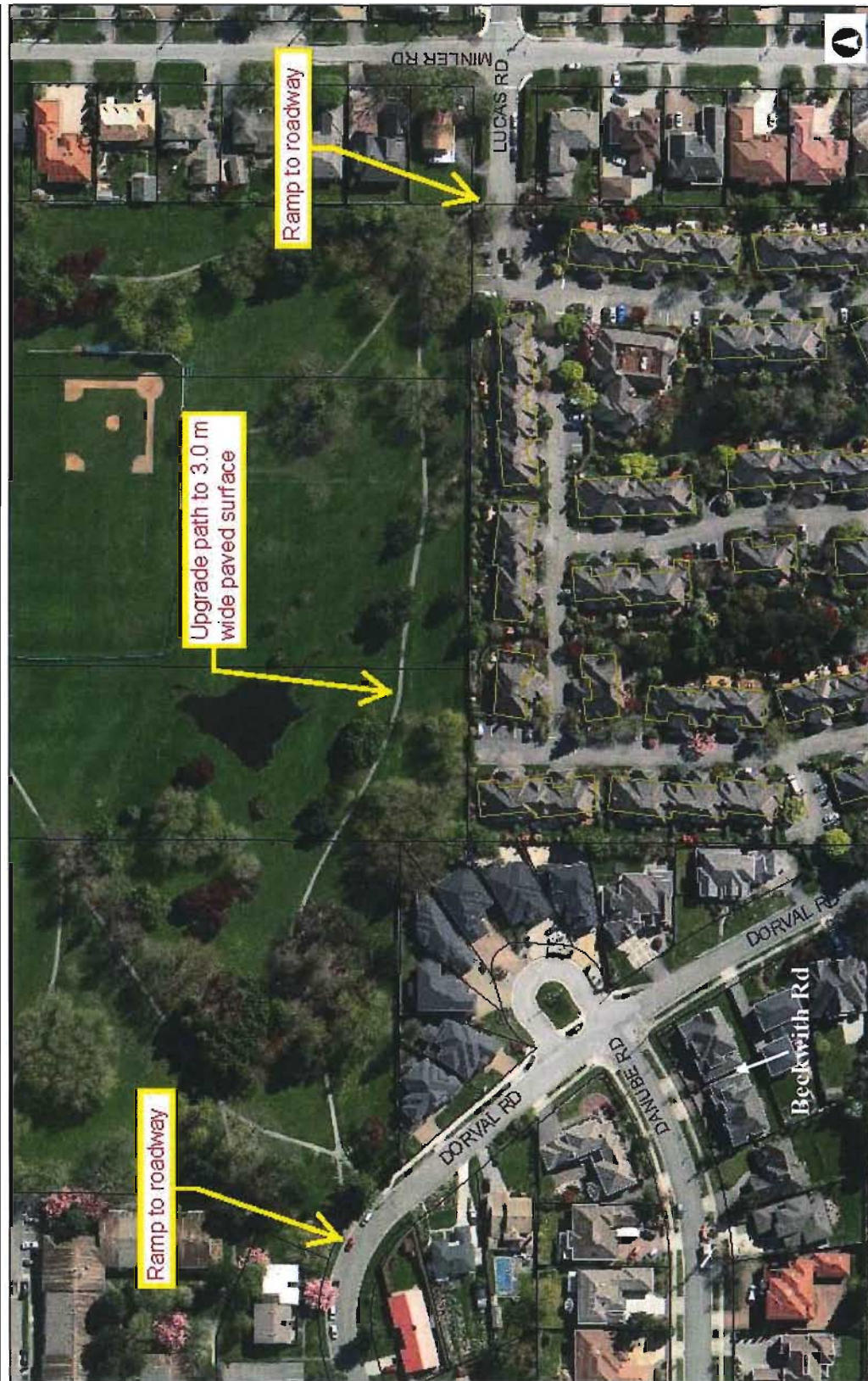


## 5. Blundell



## Scope of 2013-2014 CIPP Application

### City of Richmond Interactive Map



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION



Richmond Zoning Bylaw 8500  
Amendment Bylaw 8664 (ZT 10-542950)  
9388 CAMBIE ROAD

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

1. Richmond Zoning Bylaw 8500 is amended by:
  - i. Repealing the existing text in Section 18.22.4.2 and replacing it with the following:
    - "2. Despite Section 18.22.4.1, the reference to "1.56" in relation to the maximum **floor area ratio** is increased to the higher **density** of "1.96" if the owner provides not less than 22 **affordable housing units** having a combined **habitable space** of at least 0.09 of the total maximum **floor area ratio**."
  - ii. Inserting the following text into the Permitted Density (Section 18.22.4):
    - "7. For the purposes of this **zone** only, an **affordable housing unit** that is owned by the British Columbia Provincial Rental Housing Corporation does not require a **housing agreement**."
2. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 8664**".

FIRST READING

OCT 25 2010

A PUBLIC HEARING WAS HELD ON

NOV 15 2010

SECOND READING

NOV 15 2010

THIRD READING

NOV 15 2010

OTHER REQUIREMENTS SATISFIED

JAN 20 2014

ADOPTED

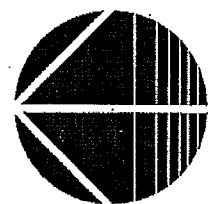
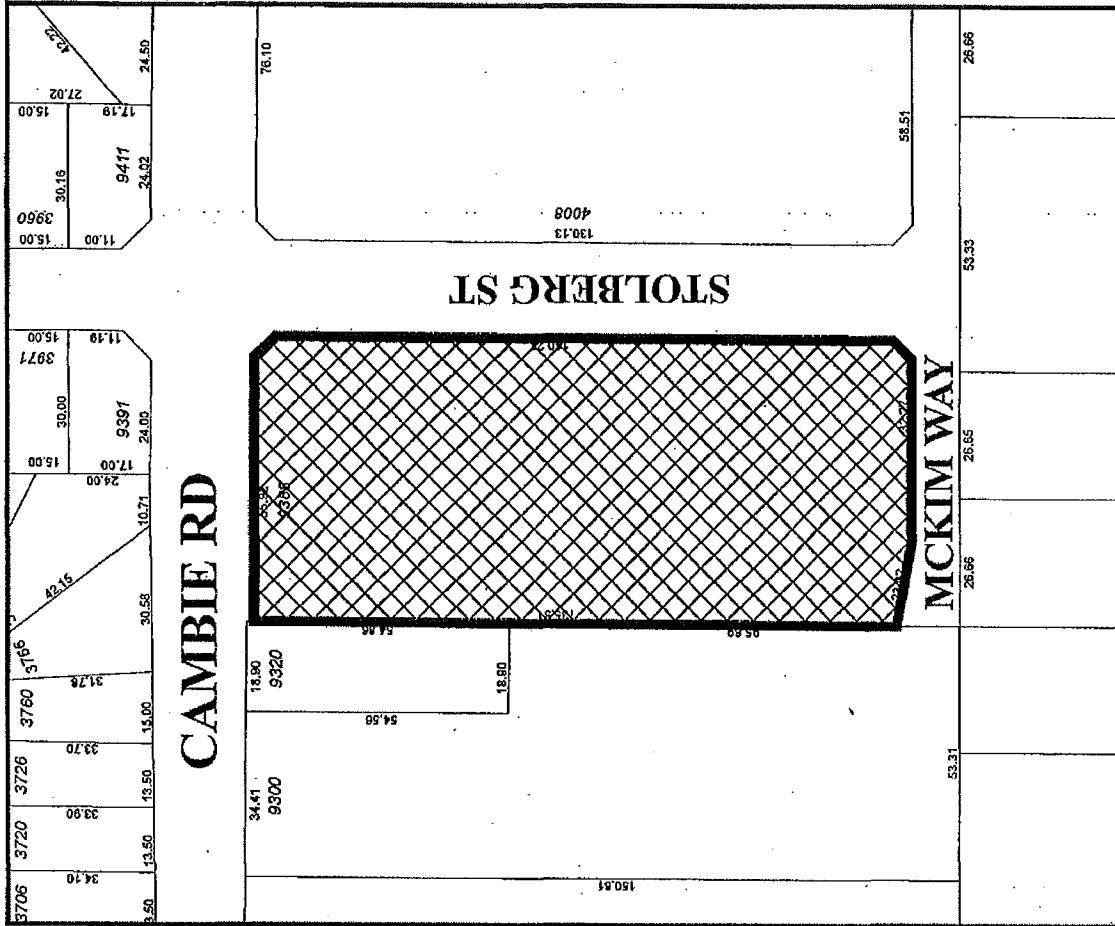


MAYOR

CORPORATE OFFICER



City of Richmond



ZT 10-542950

Original Date: 10/28/10

Revision Date:

Note: Dimensions are in METRES





**VISITING DELEGATION, STUDY TOUR  
AND CITY HALL TOUR BYLAW NO. 9068**

The Council of the City of Richmond enacts as follows:

**PART ONE: DEFINITIONS**

1.1 In this bylaw, unless the context otherwise requires:

<b>CITY</b>	means the City of Richmond
<b>CITY HALL TOUR</b>	means a walking tour of public areas of Richmond City Hall and a short overview, provided by <b>City</b> staff, of local government operations and services
<b>FOR-PROFIT ORGANIZATION</b>	means a business or other for-profit organization
<b>GOVERNMENT BODY</b>	means a local, regional, state/provincial, federal or other level of government
<b>NON-PROFIT ORGANIZATION</b>	means a school or educational institution, <b>government body</b> , not-for-profit organization, or an organization representing a Sister City or Friendship City of the <b>City</b>
<b>STUDY TOUR</b>	means a group of elected and/or non-elected government officials, members of <b>for-profit organizations</b> , or members of <b>non-profit organizations</b> meeting with <b>City</b> officials and/or staff or touring <b>City</b> facilities for the purposes of obtaining information and/or learning about “best practices” or delivery of specific <b>City</b> services.
<b>VISITING DELEGATION</b>	means a group of elected and/or non-elected government officials, members of <b>for-profit organizations</b> , or members of <b>non-profit organizations</b> visiting or meeting with <b>City</b> officials and/or staff for general purposes

**PART TWO: CHARGING OF FEES**

- 2.1 Every **for-profit organization** that requests a **City Hall Tour, Study Tour or Visiting Delegation**, whether on its own behalf or on behalf of another **for-profit organization** or a **non-profit organization**, must pay to the City the applicable fee specified in Consolidated Fees Bylaw No. 8636.
- 2.2 No fee is payable for a **City Hall Tour, Study Tour or Visiting Delegation** that:
- (a) is for a **non-profit organization**, provided the request to the **City** is made directly by the **non-profit organization**; or
  - (b) is initiated by the **City**, at its discretion.

**PART THREE: SEVERABILITY AND CITATION**

- 3.1 If any part, section, sub-section, clause, or sub-clause of this bylaw is, for any reason, held to be invalid by the decision of a Court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.
- 3.2 This bylaw is cited as "**Visiting Delegation, Study Tour and City Hall Tour Bylaw No. 9068**".

FIRST READING

JAN 13 2014

SECOND READING

JAN 13 2014

THIRD READING

JAN 13 2014

ADOPTED

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

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





**CONSOLIDATED FEES BYLAW NO. 8636,  
AMENDMENT BYLAW NO. 9067**

The Council of the City of Richmond enacts as follows:

1. The **Consolidated Fees Bylaw No. 8636**, as amended, is further amended by adding Schedule A attached to and forming part of this bylaw as a schedule to Consolidated Fees Bylaw No. 8636, in alphabetical order.
2. This Bylaw is cited as "**Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9067**".

FIRST READING

**JAN 13 2014**

SECOND READING

**JAN 13 2014**

THIRD READING

**JAN 13 2014**

ADOPTED

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

\_\_\_\_\_  
MAYOR

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

**SCHEDULE – VISITING DELEGATION, STUDY TOUR AND CITY HALL TOUR****Visiting Delegation, Study Tour and City Hall Tour Bylaw No. 9068****Section 2.1**

<b>Description</b>		<b>Fee</b>
City Hall Tour		\$250, plus room rental fee
Visiting Delegation or Study Tour	Up to 2 hours	\$250, plus room rental fee
	2 to 4 hours	\$500, plus room rental fee
	More than 4 hours	\$1,000, plus room rental fee



**Development Permit Panel  
Wednesday, January 15, 2014**

Time: 3:30 p.m.  
Place: Council Chambers  
Richmond City Hall  
Present: Joe Erceg, Chair  
Robert Gonzalez, General Manager, Engineering and Public Works  
John Irving, Director, Engineering

The meeting was called to order at 3:30 p.m.

**1. Minutes**

It was moved and seconded

*That the minutes of the meeting of the Development Permit Panel held on Thursday, December 12, 2013, be adopted.*

**CARRIED**

**2. Development Permit 12-617455**

(File Ref. No.: DP 12-617455) (REDMS No. 4103774)

APPLICANT: Matthew Cheng Architect Inc.

PROPERTY LOCATION: 6511 No. 2 Road (formerly 6471, 6491, 6511 No. 2 Road)

INTENT OF PERMIT:

1. Permit the construction of 15 townhouses at 6511 No. 2 Road (formerly 6471, 6491 and 6511 No. 2 Road) on a site zoned "Low Density Townhouses (RTL4)".

**Applicant's Comments**

Matthew Cheng, Matthew Cheng Architect, Inc., advised that the following design changes on the subject development are proposed in response to the concerns raised by the Panel and owners of neighbouring properties:

- the height of the end units of the two street-fronting buildings was reduced from 2 ½

## Development Permit Panel

### Wednesday, January 15, 2014

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storeys to 2 storeys;

- two residential units were redesigned to reduce the tandem parking ratio, therefore the tandem parking variance will no longer be requested;
- the stairs at the end units of the buildings facing the street were relocated to allow additional articulation on the side elevations of the buildings; and
- transom windows above eye level were used and the proposed deck on the end unit was eliminated to respect the privacy of neighbouring homes.

Mr. Cheng also stated that a shadow analysis was conducted in response to the concern on the impact of shadowing on the adjacent property to the north. He noted that since the end units of the two buildings on the north side are limited to 2 storeys and are set back 3.0 meters and 3.5 meters respectively from the north property line, the impact of shadowing on the adjacent property to the north would be minimal.

Denitsa Dimitrova, PMG Landscape Architects, Inc., stated that in response to the previous comments of the Panel, the proposed “Spider Web” play equipment on the children’s play area has been replaced with “Mushrooms”, Arch Climber and Vine Climber play equipment to provide more social interaction opportunities for children and to develop their motor skills.

#### **Staff Comments**

Wayne Craig, Director of Development, advised that he has no further comment on the proposed design changes by the applicant.

#### **Correspondence**

████████████████████ (Schedule 1)

Mr. Craig advised that the correspondent, a resident of the property adjacent to the south of the subject development, expressed concern regarding (i) the end unit elevation along the south side of the proposed development and (ii) the tandem parking variance previously sought by the applicant.

In response to queries from the Panel, Mr. Craig commented that based on the letter dated December 16, 2013 (i) the correspondent’s concerns were based on the original design of the project, (ii) the design changes proposed by the applicant have adequately addressed the concerns of the Panel and residents of the neighbouring properties, and (iii) staff are satisfied with the applicant’s proposed changes to the landscaping, the play equipment on the outdoor amenity area, and the form and character of the buildings.

#### **Gallery Comments**

None.

## Development Permit Panel

### Wednesday, January 15, 2014

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#### Panel Discussion

The Panel expressed appreciation for the significant changes to the project being proposed by the applicant, particularly the height reduction of the end units and the changes to the design elements which address the privacy concerns of the neighbouring homes. The Panel also noted that the proposed changes have significantly improved the project and adequately responded to the concerns of the Panel.

#### Panel Decision

It was moved and seconded

*That a Development Permit be issued which would:*

*Permit the construction of 15 townhouses at 6511 No. 2 Road (formerly 6471, 6491 and 6511 No. 2 Road) on a site zoned "Low Density Townhouses (RTL4)".*

**CARRIED**

#### 3. Development Permit DP 13-634111

(File Ref. No.: DP 13-634111) (REDMS No. 4049474 v4)

APPLICANT: Integra Architecture Inc.

PROPERTY LOCATION: 6511 Buswell Street

INTENT OF PERMIT:

1. Permit the construction of a 15-storey mixed use (residential/commercial) tower at 6511 Buswell Street on a site zoned "Downtown Commercial (CDT1)"; and
2. Vary the provisions of Richmond Zoning Bylaw 8500 to reduce the residential parking rate from the standard City-wide parking rate to the City Centre Zone 1 parking rate.

#### Applicant's Comments

Duane Siegrist, Integra Architecture Inc., with the aid of artist renderings (attached to and forming part of these Minutes as **Schedule 2**) reviewed the City planning and design objectives for the project, noting that a primary objective is to emphasize the commercial use appearance at the street. Mr. Siegrist also spoke of (i) the rationale for the project's urban response, (ii) the use of building elements, (iii) the building concepts including the urban context, solar access, building and parking entries, and housing location to animate the street.

## Development Permit Panel

### Wednesday, January 15, 2014

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Also, Mr. Siegrist spoke about (i) the solar shading study and its influence on the building design, (ii) the lighting analysis, (iii) the alignment of the proposed tower to the potential development to the west, and (iv) the basic universal features and aging-in-place features of the proposed development. Mr. Siegrist noted that building materials include stone panels in the dark areas, metal panels, spandrel glass, landscape screens and storefront systems at the lower level.

Ron Smith, Forma Design Inc., provided the following information regarding the landscape design of the parking structure roof deck:

- the two large patio areas for common use on the north and south sides of the podium level are connected by a narrow walkway/trike path along the west edge;
- the two large patios at the opposite ends of the podium level both have integrated but separate areas for adults and children;
- the sandbox is the children's version of urban agriculture at the south side; and
- gardens are located on the north and south sides of the podium level.

In response to queries from the Panel, Mr. Siegrist provided the following information:

- a private roof deck on the penthouse is provided for the luxury units on the upper floors and is designed to have an urban overlook; and
- shifting the indoor amenity space southward in order to increase the outdoor amenity area on the north side of the podium level would decrease the amount of indoor amenity space.

In response to a query from the Panel, Mr. Craig advised that the proposed development complies with the minimum Official Community Plan requirement for the amount of indoor and outdoor amenity spaces and even exceeds the minimum indoor amenity space requirement by 10 percent.

In response to further queries from the Panel, Mr. Siegrist stated the following:

- sidewalks along the Cook Road and Buswell Street frontages will be reconstructed;
- on the adjacent lot to the west of the subject site is a 2-storey wood frame and partially steel constructed building;
- the applicant took into consideration the City's guidelines on building separation and possible locations of potential developments in the area in the design and siting of the proposed tower; and
- the five affordable housing units are located throughout the building.

In response to queries from the Panel, Mr. Craig advised that (i) the three properties to the west of the subject site have the same owner, (ii) the applicant's schematic concept drawing and shadow analysis demonstrate that the proposed tower separation from the adjacent properties to the west complies with the City's guidelines, and (iii) the location of the proposed building allows the proposed extension of the pedestrian realm along Cook Road.

## Development Permit Panel

### Wednesday, January 15, 2014

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#### Staff Comments

Mr. Craig advised that there is no rezoning associated with this development permit, so staff are supportive of the requested parking variance since the site is located within the City Centre Zone 1 area and the owner has agreed to provide the following:

- five affordable housing units; and
- a comprehensive Transportation Demand Management (TDM) package including the (i) provision of a continuous canopy and benches along the Buswell Street frontage, (ii) upgrade of the existing traffic signal at the Cook Road and Buswell Street intersection, and (iii) provision of electric vehicle charging stalls.

Also, Mr. Craig mentioned that the applicant has agreed to (i) Servicing Agreements for road frontage and infrastructure improvements, and (ii) participate in the Public Art Plan through a financial contribution of approximately \$56,000.

Mr. Craig further noted that the proposed building is District Energy Utility (DEU) - ready and designed to meet aircraft noise mitigation standards.

#### Correspondence

Jimmy Tham, Sylvan Learning Centre, 8171 Cook Road (**Schedule 3**)

Mr. Craig stated that Mr. Tham, representing Sylvan Learning Centre located directly across Cook Road from the subject site, expressed concern regarding the potential noise and safety hazards during the construction stage of the proposed development.

In response to the concerns expressed by Mr. Tham, Mr. Craig stated that (i) the applicant is required to submit a construction traffic management plan, (ii) the applicant has advised pile driving will not be used during construction, and (iii) the City's Noise Bylaw regulates the noise and construction hours.

#### Gallery Comments

None.

#### Panel Discussion

The Panel agreed to support the proposed project, noting that although it did not go through the rezoning process, the applicant had responded well to the development permit guidelines and design aspects.

#### Panel Decision

It was moved and seconded

*That a Development Permit be issued which would:*

1. *Permit the construction of a 15-storey mixed use (residential/commercial) tower*

**Development Permit Panel**  
**Wednesday, January 15, 2014**

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*at 6511 Buswell Street on a site zoned "Downtown Commercial (CDT1)"; and*

2. *Vary the provisions of Richmond Zoning Bylaw 8500 to reduce the residential parking rate from the standard City-wide parking rate to the City Centre Zone 1 parking rate.*

**CARRIED**

**4. Development Permit DP 13-641796**

(File Ref. No.: DP 13-641796) (REDMS No. 4013268 v10)

APPLICANT: Townline Gardens Inc.

PROPERTY LOCATION: 10820 No. 5 Road

**INTENT OF PERMIT:**

1. Permit the construction of a 5-storey, mixed-use commercial and residential building (Building D – 'The Camellia') at 10820 No. 5 Road on a site zoned "Commercial Mixed Use (ZMU18) – The Gardens (Shellmont)"; and
2. Vary the provisions of the Richmond Zoning Bylaw 8500 to reduce the parking rate for rental housing units from 1.7 spaces per residential unit (1.5 spaces for residents plus 0.2 spaces for visitors) to 1.2 spaces per residential unit (1.0 spaces for residents plus 0.2 spaces for visitors).

**Applicant's Comments**

Al Johnson, DA Architects + Planners, and Tiffany Duzita, Townline Group of Companies, provided the following details regarding the proposed development:

- Phase 2 of the overall development includes the U-shaped building (Building D) on the north end of the site located close to the corner of No. 5 Road and Steveston Highway;
- Phase 2 faces a dedicated "Agricultural Park" and a temporary sales centre to the north where the future child care facility will be located;
- the centre of the overall development is a vibrant community;
- the underground parking garage is accessed from No. 5 Road;
- the indoor amenities for Building D are provided in Building A (Phase 1 of the overall development) which is currently under construction ; and
- the indoor amenities in Building A include a multi-purpose gym, a meeting/fitness room, washrooms and change rooms.

Also, Mr. Johnson reviewed the architectural design of the proposed building and the building materials used, noting that the building is a hybrid, with two lower levels of concrete and two upper levels of wood.



## Development Permit Panel

### Wednesday, January 15, 2014

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In reply to queries from the Panel, Mr. Johnson stated that (i) the depth of the balconies have been increased as per recommendation from the Advisory Design Panel, (ii) the current development proposal has a greater number and variety of units than the previous proposal, and (iii) there is actually more articulation on the north elevation of the building than what is shown in the model.

In response to queries from the Panel, Mr. Johnson reviewed the entry points to the commercial area on the south side and to the residential units on the north side of the building from an accessibility standpoint.

In response to queries from the Panel, Ms. Duzita and Mr. Johnson provided the following information:

- all commercial parking spaces have been provided in Phase 1 and 29 commercial parking stalls in Phase 2 have been allocated for residential parking in order to meet the required residential parking spaces for Phase 2;
- internal Road “A” is a privately- owned road but open for public use; parking is not allowed on this road; the proposed underground parking in Building D can be accessed from Road “A”; and
- parking spaces for users and visitors of commercial units in Building D (Phase 2) are provided in the underground parking in Building A (Phase 1).

In response to queries from the Panel, Mr. Craig stated the following:

- the proposed variance in residential parking rate has been supported by (i) a parking study based on comparable existing rental housing projects in Richmond, and (ii) Transportation Demand Management (TDM) measures.
- the rental tenure for both market and affordable housing units are secured by separate housing agreements with the City ; and
- there will be a covenant preventing the “stratification” of the proposed development.

#### **Staff Comments**

In addition to his previous comments regarding the proposed residential parking variance and housing agreements, Mr. Craig stated the following:

- there are three fully accessible units in the project;
- the applicant’s participation in the Public Art Plan was secured through the rezoning process;
- TDM measures secured at the time of rezoning include (i) two transit shelters, (ii) two co-op parking stalls on the parking podium, and (iii) end-of-trip bike facilities in Building A; and
- as an additional TDM measure, the applicant will provide 2-zone transit passes for all residential units in Building D for a period of one year.

## Development Permit Panel

### Wednesday, January 15, 2014

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In response to a query from the Panel, Mr. Craig advised that so far, no service provider has expressed interest in the co-op parking.

#### Correspondence

Emily Emberson, Shellmont area resident (**Schedule 4**)

Mr. Craig commented that Ms. Emberson expressed concern regarding the residential parking variance requested by the applicant. Mr. Craig noted that the required parking for market rental housing is 1.5 stalls per unit which the applicant is requesting to be reduced to one parking stall per unit. Also, Mr. Craig stated that the parking study submitted by the applicant which include a detailed analysis of comparable rental housing projects in the City demonstrate that the reduced parking rate is adequate.

#### Gallery Comments

None.

#### Panel Discussion

The Panel agreed to support the proposed project, noting the significant number of proposed market rental and affordable housing units, the TDM measures proposed by the applicant, and the sustainability features of the proposed development.

#### Panel Decision

It was moved and seconded

*That a Development Permit be issued which would:*

- 1. Permit the construction of a 5-storey, mixed-use commercial and residential building (Building D – ‘The Camellia’) at 10820 No. 5 Road on a site zoned “Commercial Mixed Use (ZMU18) – The Gardens (Shellmont)”;* and
- 2. Vary the provisions of the Richmond Zoning Bylaw 8500 to reduce the parking rate for rental housing units from 1.7 spaces per residential unit (1.5 spaces for residents plus 0.2 spaces for visitors) to 1.2 spaces per residential unit (1.0 spaces for residents plus 0.2 spaces for visitors).*

**CARRIED**

#### 5. Development Permit DP 13-642725 (File Ref. No.: DP 13-642725) (REDMS No. 4071535 v1)

APPLICANT: Amela Brudar - GBL Architects

PROPERTY LOCATION: 8888 Patterson Road

INTENT OF PERMIT:

1. Permit the construction of the second phase of a five-phase, residential development

## Development Permit Panel

### Wednesday, January 15, 2014

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at 8888 Patterson Road on a site zoned “High Rise Apartment and Artist Residential Tenancy Studio Units (ZHR10) – Capstan Village (City Centre)” for a high-rise building containing 246 market dwellings and 17 affordable housing units (to be secured via a Housing Agreement), together with publicly-accessible open space and park; and

2. Vary the provisions of Richmond Zoning Bylaw 8500 to:
  - a) reduce the minimum allowable setback from a lot line abutting Garden City Road for portions of the building having a height greater than 28.0 m, for the purpose of permitting a cantilevered roof and balconies, from 50.0 m to 48.6 m; and
  - b) increase the maximum allowable building height for portions of the building located less than 50.0 m from a lot line abutting Garden City Road, for the purpose of permitting enclosed stair shafts, an elevator penthouse, and an indoor residential amenity space, from 28.0 m to 33.4 m.

#### **Applicant's Comments**

Amela Brudar, GBL Architects, provided the following information regarding the proposed development:

- the five-phase multi-family residential development sits on a 7 ½ acres site which is divided into three quadrants;
- the building permit for Phase 1 has already been issued; and
- the subject development permit application is for Phase 2 of the multi-phase development, which includes a 15-storey building, the Neighbourhood Park to the south, and the Patterson End Park to the north.

Ms. Brudar, with the aid of artist renderings (attached to and forming part of these Minutes as **Schedule 5**) also reviewed the phasing plan, building sections, indoor amenity spaces, and parking and floor plans for the proposed building. In addition, Ms. Brudar provided the following details:

- the proposed building has a clean and contemporary look;
- 17 affordable units are distributed throughout the proposed building;
- proposed building materials include window walls with spandrel glass, metal panels, and brick frames; and
- all residential units at grade are provided with direct access from the street to animate the street.

Grant Brumpton, PWL Partnerships, provided the following information regarding the landscaping of the proposed development:

- landscaping for Phase 2 builds on the landscaping for Phase 1;
- a primary element of the landscaping for Phase 2 is the sense of moving water;

## **Development Permit Panel**

### **Wednesday, January 15, 2014**

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- the Neighbourhood Park directly facing the south elevation of the proposed building is a privately owned space with public access; and
- the applicant worked with City staff to develop the maintenance manual in order to clarify expectations between the developer and future strata management regarding the maintenance of the Neighbourhood Park.

Also, Mr. Brumpton, with the aid of artist renderings, reviewed the landscaping on the Patterson Road End Park, the proposed building and the Neighbourhood Park.

In response to a query from the Panel, Mr. Brumpton advised that the Neighbourhood Park can be accessed from Garden City Road through the stairs and ramp system with 5% grade.

In response to further queries from the Panel, staff commented that (i) the Neighbourhood Park has been designed and presented as a public park, and (ii) the present design of Patterson Road is interim but currently provides for 2 to 3 point turns for vehicles at its terminus adjacent to the Patterson End Park.

In response to a query from the Panel, Ms. Brudar mentioned that the applicant intends to maximize the balcony spaces and there is no intention to have them enclosed.

In response to queries from the Panel, Suzanne Carter-Huffman, Senior Planner-Urban Design, Planning and Development, advised that (i) balcony enclosures are currently not a concern in the City Centre Area developments although there have been such cases noted in the past, (ii) the indoor amenities in the proposed building such as the gym, swimming pool, and banquet hall and ballroom are intended to serve all phases of the project, and (iii) the bowling alley will not compromise the design and operational maintenance of the park.

#### **Staff Comments**

Mr. Craig commented that staff is agreeable to the location of the 17 affordable housing units which includes a clustering of family oriented townhouse units around the northeast corner of the proposed building. He noted that the total area of the City-owned and privately-owned parks to be developed is approximately 1.5 acres. Also, he stated that the proposed project has substantial electric vehicle (EV) charging stations, noting that (i) 30% of the parking stalls are equipped with 120-volt charging stations, (ii) 25% of the parking stalls are pre-ducted for future EV charging, and (iii) six additional 240-volt quick-charge stations are being proposed.

Mr. Craig further mentioned that (i) the two variances requested by the applicant are for very minor projections, and (ii) the public art proposal was approved by the Public Art Committee during the rezoning stage.

## Development Permit Panel

### Wednesday, January 15, 2014

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In response to queries from the Panel, Mr. Craig advised that (i) the Patterson Road End Park is City-owned and operated, (ii) the Neighbourhood Park is privately-owned and maintained, (iii) the developer worked with Parks staff to develop the park's maintenance manual which will be attached to Right-of-Way agreement registered on title, and (iv) the future strata management will be responsible for the maintenance of the Neighbourhood Park.

#### Correspondence

None.

#### Gallery Comments

Francis Choy, 5460 Jaskow Drive, queried on the construction materials to be used in the project. In response to the query, Ms. Brudar advised that the proposed building materials include, among others, metal and glass panels and bricks.

#### Panel Discussion

The Panel agreed to support the project, noting its sustainability features and significant indoor and outdoor amenities.

#### Panel Decision

It was moved and seconded

*That a Development Permit be issued which would:*

1. *Permit the construction of the second phase of a five-phase, residential development at 8888 Patterson Road on a site zoned "High Rise Apartment and Artist Residential Tenancy Studio Units (ZHR10) – Capstan Village (City Centre)" for a high-rise building containing 246 market dwellings and 17 affordable housing units (to be secured via a Housing Agreement), together with publicly-accessible open space and park; and*
2. *Vary the provisions of Richmond Zoning Bylaw 8500 to:*
  - a) *reduce the minimum allowable setback from a lot line abutting Garden City Road for portions of the building having a height greater than 28.0 m, for the purpose of permitting a cantilevered roof and balconies, from 50.0 m to 48.6 m; and*
  - b) *increase the maximum allowable building height for portions of the building located less than 50.0 m from a lot line abutting Garden City Road, for the purpose of permitting enclosed stair shafts, an elevator penthouse, and an indoor residential amenity space, from 28.0 m to 33.4 m.*

**CARRIED**

**Development Permit Panel**  
**Wednesday, January 15, 2014**

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**6. New Business**

**7. Date Of Next Meeting: Wednesday, January 29, 2014**

**8. Adjournment**

It was moved and seconded

*That the meeting be adjourned at 5:26 p.m.*

**CARRIED**

Certified a true and correct copy of the  
Minutes of the meeting of the  
Development Permit Panel of the Council  
of the City of Richmond held on  
Wednesday, January 15, 2014.

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Joe Erceg  
Chair

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Rustico Agawin  
Auxiliary Committee Clerk

December 16, 2013

Re: Development Permit 12-617455

To Development Permit Panel	
Date:	JAN. 15 2014
Item #	2
Re:	DP 12-617455
6511, 91, 6511 NO. 2 RD	

		INT
	DWT	
	MJ	
	DB	

Schedule 1 to the Minutes of  
the Development Permit  
Panel Meeting of Wednesday,  
January 15, 2014.

To: Richmond City Hall

I am writing to you in respect to the application notice for further development (DP 12-617455) at 6511 on No. 2 Road. My house ( ) is directly adjacent to the right of the above property. Unfortunately, I was not able to attend the meeting on December 12, 2013 due to my work obligations. However, I will make sure that I attend the next meeting on Wednesday, January 15, 2014. Please inform me of the time and location of the upcoming meeting.

As a resident of Richmond for the past 12 years, I am hoping that my concerns and objections to any further new development in the lot (6511) is taken seriously and with considerations to the welfare of the neighbouring residences as well as the developers.

First, my very strong objection is to any increase of elevation of the last 2 units located at both ends over the legal and allowable limit. If the application for increasing elevation is approved, it will totally block whatever view we have left of No. 2 Road from our balcony. Furthermore, in comparison to the units that were built a few years ago on No. 2 Road close to Blundel Shopping Centre, the proposed elevation and number of units increase for 6531, as depicted by the recent architect design in the East Elevation section, would create a very unattractive and unsightly frontal appearance facing No. 2 Road.

My other concern is about the proposal of increasing the parking space from 50% to 60% or even more which could only stems from the desire to maximize the profitability without any consideration for the nearby residences. The traffic situation on No. 2 Road, in the past 12 years, has increased drastically and it is very difficult and time consuming to get in and out of the driveway on daily basis, even on the weekends. The only logical solution for increasing the parking space would be to decrease the number of townhouses in order to create more room.

The developers and their investors do not and will not have to deal with any of the hassles and inconveniences that they put us through day after day. For them, the profit margin is what it counts at the end of the day.

Sincerely,

CNCL - 395



Schedule 3 to the Minutes of  
the Development Permit  
Panel Meeting of Wednesday,  
January 15, 2014.

**Biason, Evangel**

**From:** DevApps  
**Sent:** Tuesday, 07 January 2014 10:40 AM  
**To:** Biason, Evangel  
**Cc:** Jansson, Michelle  
**Subject:** FW: 6511 Buswell Street Richmond BC

<b>To Development Permit Panel</b>
<b>Date:</b> Jan. 15 2014
<b>Item #</b> 3
<b>Re:</b> DP 13-634111
6511 Buswell St.

Evangel –

This is public correspondence for an item on the January 15 Development Permit Panel.

Regards,

Barry Konkin  
Program Coordinator, Development  
City of Richmond  
6911 No. 3 Road  
Richmond BC  
TEL: 604.276.4138  
FAX: 604.276.4052

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**From:** Jimmy Tham [mailto:jimmytham@ymail.com]  
**Sent:** Friday, 03 January 2014 13:57  
**To:** DevApps  
**Subject:** 6511 Buswell Street Richmond BC

Hi Mr Brian Guzzi - Planning & Development Department  
(Sylvan Learning - 8171 Cook Road)

Sylvan Learning is probably amongst the closest neighbour to this proposed construction and we are deeply concerned on the noise, traffic and safety hazards/ control of any proposed construction site. Since this is a high rise building and If it involves hammer piling system then the noise will be unbearable given our last experience of another development at Brighthouse. That piling hounded us for a few months. A proper evaluation should be conducted on methods of construction to avoid pounding noise.

With this construction pending approvals, we hope that council will impose stringent controls and restrictions on the piling and construction noise levels that may be allowed within the city but taking into consideration that we are a learning centre and any noise levels or traffic obstructions during the construction will seriously affect our business.

Cook Road is a busy road as such we require the Council to ensure the traffic controls systems all day should be properly monitored. Any diversions and disruptions to the local traffic should be informed and notice to be provided so that we could inform parents of any changes. We have children of all ages coming in and out of the centre each day and we do hope that movements of heavy

ENCE-396



vehicles are restricted to certain hours of the day/morning. Concreting trucks and heavy load vehicles should be parked along Buswell and not Cook Road.

Construction noise levels must not be un-bearable or nuisances to classes which begin at 3:30p.m. onwards. We are time sensitive as classes begin on the set schedules and any delays holding up the traffic will cause students delay in attending their classes

Please provide a list of contacts for City Hall managers or departments concerned so that we could call for immediate actions by the City enforcement unit. A close rapport between the construction team supervisors/ managers and the neighbours will be paramount to ensure good relationships in ensuring their success too.

Regards

Jimmy Tham  
Sylvan Learning

**Schedule 4 to the Minutes of  
the Development Permit  
Panel Meeting of Wednesday,  
January 15, 2014.**

**Mayor and Councillors**

**From:** Emily Emberson [emilyemberson@icloud.com]  
**Sent:** Thursday, 09 January 2014 18:11  
**To:** Mayor and Councillors  
**Subject:** The gardens project application.

**Categories:** 12-8060-20-8696 - Townline Gardens

<b>To Development Permit Panel</b>	
<b>Date:</b>	Jan. 15 2014
<b>Item #</b>	4
<b>Re:</b>	DP 13-641796 10820 No. 5 Rd.

Re dp13-641-1796 Townline Gardens Inc.

This company got its way and the Gardens are under way. When completed we will all see the possible folly of this development. So now they want to add more buildings to add to the possible problem. They also want to change the size of the parking spots, why?

The developers gave the permit, they did the figures and now want to get more spots taking away from all the residential property. If residence have two cars they will park in the nearest residential areas as they do now in all the residences that have a lane as their entrance, ie Williams Road.

I urge the council to turn down or delay this application until the project is complete and we all can see the possible problems it may create.

Your Truly.

Stefan Emberson

Shellmont area resident since 1972.

Sent from my iPad

**Guzzi, Brian**

**From:** Guzzi, Brian  
**Sent:** Wednesday, 15 January 2014 09:45  
**To:** 'Emily Emberson'  
**Subject:** DP 13-641796 - 10800 No. 5 Road - The Gardens - Phase 2 (Building D)

Ms. Emberson,

Thank-you again for your email below.

The applicant (Townline Gardens Inc.) for this Development Permit application is not requesting any additional building floor area as the building size was established during the rezoning process. However, the applicant is proposing the next phase of this overall master planned development (Building D) exclusively as affordable rental housing. Typically affordable rental housing units are smaller therefore more residential units can be provided within the same amount of building floor area but these smaller affordable housing units typically have a reduced parking requirement.

Apartment residential units (not affordable housing) are typically required to provide 1.0 parking spaces per unit plus 0.2 parking spaces per unit for visitor parking while the parking requirements for affordable rental housing units include 0.9 parking spaces per unit plus 0.2 parking spaces per unit for visitor parking.

The requirement for commercial parking for the Garden development remains unchanged from the rezoning application. However, the applicant provided a surplus of commercial parking in phase 1 and some of that surplus is now proposed to be reassigned to parking requirements for the affordable rental housing units in phase 2. The applicant is not requesting any change to the size of the parking spaces.

Thank you again for your email, which has been forwarded to the Mayor and each Councillor for their information. Also, your email has been forwarded to the Wednesday, January 15, 2014 Development Permit Panel meeting, where the Development Permit (DP 13-641796) will be considered by the Panel.

Regards,

Brian Guzzi, RPP, CSLA  
Senior Planner - Urban Design,

City of Richmond, Planning & Development Department, Richmond City Hall, 6911 No. 3 Road, Richmond, BC V6Y 2C1  
Tel: 604.276.4393 Fax: 604.276.4052

Email: BGuzzi@richmond.ca

**CNCL - 398**



# City of Richmond

## Report to Council

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**To:** Richmond City Council

**Date:** January 22, 2014

**From:** Joe Erceg  
Chair, Development Permit Panel

**File:** 01-0100-20-DPER1-  
01/2013-Vol 01

**Re:** Development Permit Panel Meeting Held on January 15, 2014

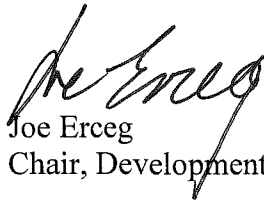
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### Staff Recommendation

That the recommendation of the Panel to authorize the issuance of:

- i. a Development Permit (DP 13-642725) for the property at 8888 Patterson Road;

be endorsed, and the Permit so issued.



Joe Erceg  
Chair, Development Permit Panel

SB:blg

### Panel Report

The Development Permit Panel considered the following item at its meeting held on January 15, 2014.

DP 13-642725 – AMELA BRUDAR (GBL ARCHITECTS) – 8888 PATTERSON ROAD  
(January 15, 2014)

The Panel considered a Development Permit application to permit the construction of the second phase of a 5-phase, residential development on a site zoned “High Rise Apartment and Artist Residential Tenancy Studio Units (ZHR10) – Capstan Village (City Centre)” for a high-rise building containing 246 market dwellings and 17 affordable housing units (to be secured via a Housing Agreement), together with publicly-accessible open space and park. Variances are included in the proposal to reduce the setback to Garden City Road for cantilevered roof and balconies and increase the building height within 50 m of Garden City Road for stairs, an elevator, and indoor amenity space.

Architect, Ms. Amela Brudar, of GBL Architects and Landscape Architect, Grant Brumpton, of PWL Partnerships, provided a brief presentation, including:

- The project is Phase 2 of a 5-phase multi-family residential development sitting on a 7 ½ acre site. The Building Permit for Phase 1 has been issued. Phase 2 includes a 15-storey building, the neighbourhood park to the south, park at Patterson Road to the north, and 17 affordable units distributed throughout the building.
- Proposed building materials include window walls with spandrel glass, metal panels, and brick frames.
- All residential units at grade have direct access from the street to animate the street.
- A primary element of the landscaping for Phase 2 is the sense of moving water.
- The neighbourhood park, directly facing the south elevation of the proposed building, is a privately-owned space with public access. The applicant worked with City staff to develop the maintenance manual clarifying expectations for the future strata management.

In response to Panel queries, the following additional information was provided:

- The neighbourhood park can be accessed from Garden City Road through the stairs and ramp system with 5% grade.
- The neighbourhood park has been designed and presented as a public park.
- The present design of Patterson Road is interim, but currently provides for two (2) to three (3) point turns for vehicles at its terminus adjacent to the park.
- The balcony spaces were maximized and there is no intention to have them enclosed.
- Enclosing of balconies has not been a concern in the City Centre Area developments although there have been such cases noted in the past.

- The indoor amenities in the proposed building; such as the gym, swimming pool, and banquet hall and ballroom, are intended to serve all phases of the project.
- The bowling alley will not compromise the design and operational maintenance of the park.

Staff support the Development Permit application and requested variances and advise that:

- The 17 affordable housing units are distributed throughout the development, including a cluster of ground oriented townhouse units adjacent to the park at Patterson Road. The clustering of these units is supported by Community Services staff as these ground oriented units provide larger family oriented affordable housing units.
- The proposal includes approximately 1.5 acres of City-owned and privately-owned parks.
- The proposed project has substantial electric vehicle (EV) charging stations: (i) 30% of the parking stalls are equipped with 120-volt charging stations, (ii) 25% of the parking stalls are pre-ducted for future EV charging, and (iii) six (6) additional 240-volt quick-charge stations.
- The two (2) variances requested by the applicant are for very minor architectural building projections.
- The Public Art proposal was approved by the Public Art Committee during the rezoning.

In response to Panel queries, staff advised that:

- The park at Patterson Road is City-owned and maintained, while the neighbourhood park is privately-owned and maintained.
- The developer worked with Parks Department staff to develop a maintenance manual for the privately owned park; which will be attached to Right-of-Way (ROW) agreement registered on Title, and the future strata management will be responsible for the maintenance of the neighbourhood park.

Mr. Francis Choy, of 5460 Jaskow Drive, queried on the construction materials to be used in the project. In response to the query, Ms. Brudar advised that the proposed building materials include, among others, metal and glass panels and bricks.

No correspondence was submitted to the Panel regarding the Development Permit application.

The Panel noted the sustainability features and significant indoor and outdoor amenities.

The Panel recommends that the Permit be issued.