



City Council

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

**Monday, January 27, 2025
7:00 p.m.**

Pg. # ITEM

MINUTES

- CNCL-9 1. *Motion to:*
*adopt the **minutes** of the Regular Council meeting held on January 13, 2025.*

AGENDA ADDITIONS & DELETIONS

COMMITTEE OF THE WHOLE

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

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3. Delegations from the floor on Agenda items.

PLEASE NOTE THAT FOR LEGAL REASONS, DELEGATIONS ARE NOT PERMITTED ON ZONING OR OCP AMENDMENT BYLAWS WHICH ARE TO BE ADOPTED OR ON DEVELOPMENT PERMITS/DEVELOPMENT VARIANCE PERMITS.

4. *Motion to rise and report.*

RATIFICATION OF COMMITTEE ACTION

CONSENT AGENDA

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

CONSENT AGENDA HIGHLIGHTS

- Receipt of Committee minutes
- Major Construction Projects Oversight Committee Policy – Referral Response
- Terms of Reference – Major Construction Projects Oversight Committee
- Regular Council Meetings For Public Hearings Schedule Change
- Referral Response - Steveston Village Heritage Conservation Grant Program (Council Policy 5900)

5. *Motion to adopt Items No. 6 through No. 10 by general consent.*

6. **COMMITTEE MINUTES**

That the minutes of:

Consent
Agenda
Item

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- (1) *the Community Safety Committee meeting held on January 14, 2025; (distributed separately)*
 - CNCL-14 (2) *the **General Purposes Committee** meeting held on January 20, 2025;*
 - CNCL-19 (3) *the **Planning Committee** meeting held on January 21, 2025; and*
 - (4) *the Public Works and Transportation Committee meeting held on January 22, 2025; (distributed separately)*
- be received for information.*



Consent
Agenda
Item

7. **MAJOR CONSTRUCTION PROJECTS OVERSIGHT COMMITTEE POLICY – REFERRAL RESPONSE**
(File Ref. No. 10-6000-01) (REDMS No. 7909177)

CNCL-25

See Page CNCL-25 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That the Major Construction Projects Oversight Committee Policy 1021, as described in the report titled “Major Construction Projects Oversight Committee Policy – Referral Response”, dated January 6, 2025, from the Director, Facilities and Project Development, be approved.



Consent
Agenda
Item

8. **TERMS OF REFERENCE – MAJOR CONSTRUCTION PROJECTS OVERSIGHT COMMITTEE**
(File Ref. No. 06-2052-25-WYAR1) (REDMS No. 7905856)

CNCL-29

See Page CNCL-29 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the “Terms of Reference – Major Construction Projects Oversight Committee”, dated January 6, 2025, from the Director, Facilities and Project Development, be endorsed;*
- (2) *That Council appoint a Council-liaison to the Major Construction Projects Oversight Committee;*
- (3) *That the Works Yard Replacement Project be referred to the Major Construction Projects Oversight Committee; and*

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- (4) *That the recruitment for members of the Major Construction Oversight Committee occurs as soon as possible and that staff report back to Council with recommended appointees.*

Consent
Agenda
Item

9. **REGULAR COUNCIL MEETINGS FOR PUBLIC HEARINGS SCHEDULE CHANGE**

(File Ref. No. 01-0105-01) (REDMS No. 7929799)

CNCL-36

See Page CNCL-36 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That the Regular Council Meetings for Public Hearings be held on a Monday at 5:30 pm immediately following a General Purposes Committee Meeting.

Consent
Agenda
Item

10. **REFERRAL RESPONSE - STEVESTON VILLAGE HERITAGE CONSERVATION GRANT PROGRAM (COUNCIL POLICY 5900)**

(File Ref. No. 08-4200-08) (REDMS No. 7849100)

CNCL-39

See Page CNCL-39 for full report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That the proposed amendments to the Steveston Village Heritage Conservation Grant Program (Council Policy 5900), as detailed in the staff report titled “Referral Response - Steveston Village Heritage Conservation Grant Program (Council Policy 5900)”, dated December 12, 2024 from the Director, Policy Planning be approved; and*
- (2) *That an amendment to the Official Community Plan (Steveston Area Plan) be prepared to adjust the development contribution structure for the Steveston Village Heritage Conservation Grant Program to ensure long-term sustainable funding for the program.*

CONSIDERATION OF MATTERS REMOVED FROM THE
CONSENT AGENDA

NON-CONSENT AGENDA ITEMS

GENERAL PURPOSES COMMITTEE
Mayor Malcolm D. Brodie, Chair

11. **CONSOLIDATION OF PUBLIC COMPENSATION FOR COUNCIL MEMBERS**
(File Ref. No.) (REDMS No.)

CNCL-64

See Page CNCL-64 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *THAT the City of Richmond prepare a comprehensive annual financial report that details the total compensation received by Richmond Council members who serve on regional or provincial organizations, including but not limited to EComm911, Municipal Finance Authority, TransLink, and Metro Vancouver, and that this report be made accessible to the public; and,*
- (2) *THAT the annual financial report provides a complete itemization of each Council member's base salary and benefits, as well as per diems, stipends, allowances, retainers, expense reimbursements, and any other compensation associated with their roles.*



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- 11A. **COUNCIL MEMBERS ATTENDANCE AT EVENTS**
(File Ref. No.) (REDMS No.)

GENERAL PURPOSES COMMITTEE RECOMMENDATION

None.

The following recommendation was **DEFEATED** at Committee (with Cllrs. Day, Gillanders, Heed, McNulty and Wolfe opposed).

That staff be directed to keep track of and periodically report in public on the attendance of Councillors and the Mayor at Council meetings, external board meetings, meetings where Councillors are the liaisons and public or community events.



PLANNING COMMITTEE
Councillor Bill McNulty, Chair

12. **REFERRAL RESPONSE: BYLAW 9861 – GREENHOUSES WITH CONCRETE FOOTINGS**
(File Ref. No. 08-4403-03-07) (REDMS No. 7781658)

CNCL-66

See Page CNCL-66 for full report

PLANNING COMMITTEE RECOMMENDATION

Opposed: Cllr. Loo

That Option 1, maintain current regulations, which restrict the use of concrete in greenhouses, as outlined in the report titled “Referral Response: Bylaw 9861 – Greenhouses with Concrete Footings”, dated December 12, 2024, from the Director, Policy Planning, be endorsed.



PUBLIC WORKS AND TRANSPORTATION COMMITTEE
Councillor Carol Day, Chair

13. **PROPOSED SPEED MITIGATION MEASURES ON DYKE ROAD AND LONDON/PRINCESS AREA**
(File Ref. No. 10-6450-15-01) (REDMS No. 7859884)

CNCL-74

See Page CNCL-74 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE
RECOMMENDATION

Opposed: Cllrs. Au and Loo

- (1) *That the posted speed limit be reduced from 50 km/h to 30 km/h on London Road, Princess Lane, Princess Street and the section of Dyke Road from London Road to the proposed eastern speed cushion, as described in the staff report titled “Proposed Speed Mitigation Measures on Dyke Road and London/Princess Area”, dated December 12, 2024 from the Director, Transportation;*
- (2) *That Option 3 to implement the physical traffic calming measures as described in the staff report titled “Proposed Speed Mitigation Measures on Dyke Road and London/Princess Area”, dated December 12, 2024 from the Director, Transportation be endorsed; and*
- (3) *That Traffic Bylaw No. 5870, Amendment Bylaw No. 10623, to revise the posted speed limit be introduced and given first, second and third readings.*



PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

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BYLAW FOR ADOPTION

CNCL-82 Consolidated 5 Year Financial Plan (2025-2029) **Bylaw No. 10622**
Opposed at 1st/2nd/3rd Readings – None.

DEVELOPMENT PERMIT PANEL

14. **RECOMMENDATION**

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

CNCL-88 *That the minutes of the Development Permit Panel meeting held on*
CNCL-143 ***December 11, 2024 and January 15, 2025**, be received for information.*

PUBLIC DELEGATIONS ON NON-AGENDA ITEMS

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

CNCL-154 Geoffrey Blair, to **delegate** on adverse health effects of gas-powered lawn equipment.

16. *Motion to rise and report.*

ADJOURNMENT



Regular Council

Monday, January 13, 2025

Place: Council Chambers
Richmond City Hall

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

Corporate Officer – Claudia Jesson

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

RES NO. ITEM

MINUTES

R25/1-1 1. It was moved and seconded
That the minutes of the Special Council meeting held on December 18, 2024 be adopted as circulated.

CARRIED



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Monday, January 13, 2025

COMMITTEE OF THE WHOLE

- R25/1-2 2. It was moved and seconded
That Council resolve into Committee of the Whole to hear delegations on agenda items (7:01 p.m.).

CARRIED

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

- R25/1-3 4. It was moved and seconded
That Committee rise and report (7:02 p.m.).

CARRIED

CONSENT AGENDA

- R25/1-4 5. It was moved and seconded
That Items No. 6 and No. 7 be adopted by general consent.

CARRIED

6. COMMITTEE MINUTES

That the minutes of:

- (1) *the Community Safety Committee meeting held on December 10, 2024;*
- (2) *the General Purposes Committee meeting held on December 16, 2024;*
- (3) *the Planning Committee meeting held on December 17, 2024;*
- (4) *the Public Works and Transportation Committee meeting held on December 18, 2024;*
- (5) *the Parks, Recreation and Cultural Services Committee meeting held on December 18, 2024; and*



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*(6) the Finance Committee meeting held on January 7, 2025
be received for information.*

ADOPTED ON CONSENT

- 7. **APPLICATION BY 1343356 BC LTD. FOR REZONING AT 6251 AND 6271 WILLIAMS ROAD FROM THE “SMALL-SCALE MULTI-UNIT HOUSING (RSM/L)” ZONE TO THE “LOW DENSITY TOWNHOUSES (RTL4)” ZONE**
(File Ref. No. 12-8060-20-010618, RZ 22-019094) (REDMS No. 7819480, 7843015)

That Richmond Zoning Bylaw No. 8500, Amendment Bylaw 10618, for the rezoning of 6251 and 6271 Williams Road from the “Small-Scale Multi-Unit Housing (RSM/L)” zone to the “Low Density Townhouses (RTL4)” zone, be introduced and given first, second and third reading.

ADOPTED ON CONSENT

PUBLIC ANNOUNCEMENTS

Mayor Brodie announced that:

The City has entered into a five-year agreement with the Richmond Nature Park Society (effective June 1, 2024) for the delivery of community programs and events in connection with the Richmond Nature Park that encourage and promote public awareness of and interest in the study of nature, environmental sustainability and outdoor education.

On December 31, 2024, the City and Richmond Food Security Society (doing business as Urban Bounty) amended its existing five-year Operating and Licence Agreement with School District No. 38 (Richmond) dated September 29, 2022, to expand the licence areas at various City garden sites on which the Society manages and operates the City’s Community Gardens program. The Society’s terms of operation and the licence areas at School District garden sites remain unchanged.



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BYLAWS FOR ADOPTION

R25/1-5 It was moved and seconded
That Business Regulation Bylaw No. 7538, Amendment Bylaw No. 10620 be adopted.

CARRIED

PUBLIC DELEGATIONS ON NON-AGENDA ITEMS

R25/1-6 8. It was moved and seconded
That Council resolve into Committee of the Whole to hear delegations on non-agenda items (7:11 p.m.).

CARRIED

(1) Harold Goodwyn, RCG Group, spoke to his submission (copy on file, City Clerk's Office) regarding the Statutory Right of Way registered against the property at 11371 Coppersmith Way.

R25/1-7 It was moved and seconded
That the delegation and submission from RCG Group be referred to staff for comments.

CARRIED

(2) Kanaris Demetre Lazos spoke to his submission (copy on file, City Clerk's office) regarding the Heritage status and permit process for the Steveston Hotel.

R25/1-8 It was moved and seconded
That the delegation and submission regarding the Steveston Hotel be referred to staff for comments.

CARRIED



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- R25/1-9 9. It was moved and seconded
 That Committee rise and report (7:22 p.m.).

CARRIED

ADJOURNMENT

- R25/1-10 It was moved and seconded
 That the meeting adjourn (7:23 p.m.).

CARRIED

Certified a true and correct copy of the
Minutes of the Regular meeting of the
Council of the City of Richmond held on
Monday, January 13, 2025.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)



General Purposes Committee

Date: Monday, January 20, 2025

Place: Anderson Room
Richmond City Hall

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

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

It was moved and seconded

That Councillor Heed's motion "Consolidation of Public Compensation for Council Members," be added as Item 5 to the agenda.

CARRIED

PRESENTATION

1. With the aid of a PowerPoint presentation (copy on-file, City Clerk's Office), Donald Trapp, Executive Project Director, Fraser River Tunnel Project, and Dustin Bergstrom, Project Director, Steveston Interchange Project, TI Corp, provided an update on the Highway 99 Tunnel Program noting that (i) the procurement process is complete with the selection of Cross Fraser Partnership as the design builder for the tunnel project, (ii) work is being done towards finalizing the design, and the completion of the Environmental Assessment, (iii) a series of open houses and 12 pop up events attended by approximately 2100 people took place in 2024, and (iv) construction is set to start some time in 2026.

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With respect to the Steveston Interchange, the delegation noted that (i) work is being done to continue widening the existing two lane interchange to a five lane interchange, (ii) the new interchange will include improved connections for pedestrians, cyclists and transit, (iii) the project remains on schedule and on budget for completion in Fall of 2025, and (v) the removal of the existing overpass is upcoming, the work will be completed over a period of three weekends starting on January 31, 2025. More information can be obtained at www.highway99tunnel.ca.

Discussion ensued with regards to (i) project timelines, (ii) multi-use pathway (iii) decommissioning of the current overpass, (iv) the Environmental Assessment process, and (v) impacts on traffic caused by the removal of the current overpass.

DEPUTY CAO'S OFFICE

2. **MAJOR CONSTRUCTION PROJECTS OVERSIGHT COMMITTEE POLICY – REFERRAL RESPONSE**
(File Ref. No. 10-6000-01) (REDMS No. 7909177)

It was moved and seconded

That the Major Construction Projects Oversight Committee Policy 1021, as described in the report titled “Major Construction Projects Oversight Committee Policy – Referral Response”, dated January 6, 2025, from the Director, Facilities and Project Development, be approved.

CARRIED

3. **TERMS OF REFERENCE – MAJOR CONSTRUCTION PROJECTS OVERSIGHT COMMITTEE**
(File Ref. No. 06-2052-25-WYAR1) (REDMS No. 7905856)

Direction was given to staff to (i) revise the Terms of Reference, page GP11 – Attachment 1, to state that a Council liaison **may** be appointed by Richmond City Council, and (ii) page GP12, under the heading Procedures and Meetings, first bullet be revised to state Members of Council will appoint a Chair and Vice Chair, and the fourth bullet be revised to state **no alternate** is allowed.

Discussion ensued with respect to (i) non disclosure agreements, (ii) providing more details on what experience and qualifications are needed for members of this committee, and (iii) staff providing monthly updates from the Major Construction Projects Oversight Committee meetings.

Direction was given to staff to provide a detailed report to Council from the Major Construction Projects Oversight Committee at least semi-annually.

2.

General Purposes Committee
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In response to a query from Committee, staff advised that as they start bringing forward decision points to Council for various details of the project, staff will along with the options, provide extensive comments from the Major Construction Projects Oversight Committee for Council consideration.

It was moved and seconded

- (1) *That the “Terms of Reference – Major Construction Projects Oversight Committee”, dated January 6, 2025, from the Director, Facilities and Project Development, be endorsed;*
- (2) *That Council appoint a Council-liaison to the Major Construction Projects Oversight Committee;*
- (3) *That the Works Yard Replacement Project be referred to the Major Construction Projects Oversight Committee; and*
- (4) *That the recruitment for members of the Major Construction Oversight Committee occurs as soon as possible and that staff report back to Council with recommended appointees.*

CARRIED

FINANCE AND CORPORATE SERVICES DIVISION

4. REGULAR COUNCIL MEETINGS FOR PUBLIC HEARINGS SCHEDULE CHANGE

(File Ref. No. 01-0105-01) (REDMS No. 7929799)

It was moved and seconded

That the Regular Council Meetings for Public Hearings be held on a Monday at 5:30 pm immediately following a General Purposes Committee Meeting.

CARRIED

COUNCILLOR KASH HEED

5. CONSOLIDATION OF PUBLIC COMPENSATION FOR COUNCIL MEMBERS

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

Councillor Heed provided an overview of the motion.

General Purposes Committee
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Discussion ensued with respect to (i) public funded compensation for Council members, (ii) transparency, accountability and fostering public trust, (iii) Council roles and responsibilities beyond Council and Committee meetings, (iv) compilation and publication of attendance of Council at various events, (v) public accessibility to compensation details for Council, (vi) what financial details should be included in the reporting, (vii) logistics of quantifying attendance at community events, (viii) all of Council receiving invitations to all public events and public event attendance being optional, and (ix) remuneration reported without detailed information about job responsibilities and obligations could be misconstrued.

It was moved and seconded

- (1) *THAT the City of Richmond prepare a comprehensive annual financial report that details the total compensation received by Richmond Council members who serve on regional or provincial organizations, including but not limited to EComm911, Municipal Finance Authority, TransLink, and Metro Vancouver, and that this report be made accessible to the public; and,*
- (2) *THAT the annual financial report provides a complete itemization of each Council member's base salary and benefits, as well as per diems, stipends, allowances, retainers, expense reimbursements, and any other compensation associated with their roles.*

CARRIED

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

It was moved and seconded

That staff be directed to keep track of and periodically report in public on the attendance of Councillors and the Mayor at Council meetings, external board meetings, meetings where Councillors are the liaisons and public or community events.

The question on the motion was not called as discussion ensued with respect to (i) the qualitative aspect of what the Mayor and Councillors roles and responsibilities entail, (ii) overlap in scheduling of advisory committees and events may make it difficult for Council to attend all events and meetings, (iii) transparency in consolidating all information on Council attendance at events and meetings, and (iv) quantifying attendance of every meeting and event.

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

General Purposes Committee
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It was moved and seconded

That the motion be amended to remove Public or Community Events.

DEFEATED

OPPOSED: Cllrs. Day
Gillanders
Heed
McNulty
Wolfe

The question on the main motion was then called and it was **DEFEATED** with Cllrs. Day, Gillanders, Heed, McNulty and Wolfe opposed.

It was moved and seconded

That the meeting be recessed (5:38).

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (6:32 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, 2025.

Mayor Malcolm D. Brodie
Chair

Raman Grewal
Legislative Services Associate



Planning Committee

- Date: Tuesday, January 21, 2025
- Place: Anderson Room
Richmond City Hall
- Present: Councillor Bill McNulty, Chair
Councillor Alexa Loo
Councillor Chak Au
Councillor Carol Day (entered the meeting at 4:02 p.m.)
Councillor Andy Hobbs
- Also Present: Councillor Laura Gillanders (entered the meeting at 4:36 p.m. by teleconference)
Councillor Michael Wolfe
- Call to Order: The Chair called the meeting to order at 4:00 p.m.

MINUTES

It was moved and seconded
That the minutes of the meeting of the Planning Committee held on December 17, 2024, be adopted as circulated.

CARRIED

Cllr. Day entered the meeting (4:02 p.m.).

PLANNING AND DEVELOPMENT DIVISION

1. **APPLICATION BY FOUGERE ARCHITECTURE INC. FOR REZONING AT 8620, 8640, 8660 SPIRES ROAD, AND THE SURPLUS PORTION OF THE SPIRES ROAD ROAD ALLOWANCE FROM “SINGLE DETACHED (RS1/E)” ZONE TO “LOW TO MID RISE RENTAL APARTMENT (ZLR49) – SPIRES ROAD (BRIGHOUSE VILLAGE OF CITY CENTRE)” ZONE**

(File Ref. No. RZ 22-023633) (REDMS No. 7871666)

Staff provided an overview of the report.

Planning Committee
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Discussion ensued regarding (i) the applicant providing on-site parking despite not being required to as it is within a Transit-Oriented Area, and (ii) the developer being required to provide cash-in-lieu to the City's Tree Compensation Fund for each and any number of trees short of the required 70 replacement trees.

In response to queries from Committee, staff advised that (i) a new narrower 16.0 m wide road cross-section for the Spires Road Neighbourhood has been established for the area to better support the development envisioned for this area in the City Centre Area Plan (CCAP), and the new road cross-section and the preliminary functional road design has been reviewed and accepted by Engineering and Transportation Departments, resulting in 2.05 m of the existing Spires Road road allowance adjacent to the frontage of the subject development site having been identified for road closure, (ii) the CCAP envisions a future back lane between Cook Gate and Garden City that will be dedicated and constructed by future redevelopments along Cook Road, and (iii) the subject development site is located within the Spires Road Area under the CCAP, which specifies a minimum density of 2.0 Floor Area Ratio (FAR), and up to 3.0 FAR, for developments within the Spires Road Area, and the subject development site is also located within "Sub-Area B.2: Mixed Use – Mid-Rise Residential & Limited Commercial" under the CCAP, which is intended for medium-density, mid-rise (4-8 storeys) housing.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10635 to create the "Low to Mid Rise Rental Apartment (ZLR49) – Spires Road (Brighthouse Village of City Centre)" zone, and to rezone 8620, 8640, 8660 Spires Road, and the surplus portion of the Spires Road road allowance from "Single Detached (RS1/E)" to "Low to Mid Rise Rental Apartment (ZLR49) – Spires Road (Brighthouse Village of City Centre)", be introduced and given first, second and third reading.

CARRIED

2. REFERRAL RESPONSE: BYLAW 9861 – GREENHOUSES WITH CONCRETE FOOTINGS

(File Ref. No. 08-4403-03-07) (REDMS No. 7781658)

Staff provided an overview of the report.

In response to queries from Committee, staff advised that while the majority of the Food Security and Agricultural Advisory Committee supported Option 2 to permit the use of concrete footings in greenhouses, the Committee was not unanimous in this decision as some members supported maintaining the current regulations for greenhouses, and some supported permitting up to 750 m² of cumulative concrete flooring.

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Discussion ensued regarding (i) the greenhouse application process, including applications for greenhouses using screw piles and hoop-style greenhouses, and (ii) other municipalities' regulations pertaining to greenhouses.

As a result of the discussion, a motion to move Option 2 was introduced, but failed to receive a seconder.

It was moved and seconded

That Option 1, maintain current regulations, which restrict the use of concrete in greenhouses, as outlined in the report titled "Referral Response: Bylaw 9861 – Greenhouses with Concrete Footings", dated December 12, 2024, from the Director, Policy Planning, be endorsed.

CARRIED

Opposed: Cllr. Loo

3. REFERRAL RESPONSE - STEVESTON VILLAGE HERITAGE CONSERVATION GRANT PROGRAM (COUNCIL POLICY 5900)

(File Ref. No. 08-4200-08) (REDMS No. 7849100)

Staff provided an overview of the report.

Discussion ensued regarding (i) the initial three contributions to the fund for the Steveston Village Heritage Conservation Grant (SVHCG) Program since its establishment in 2009, (ii) the SVHCG Program being funded by voluntary cash contributions, with the current rate of contribution being \$72.93 per square foot added above 1.2 to a maximum 1.6 FAR, (iii) the recommendation that staff prepare an amendment to the Official Community Plan (Steveston Area Plan) to help ensure a sustainable funding model for the SVHCG Program as intended, (iv) potential challenges associated with heritage protection rather than fees associated with the SVHCG Program, (v) amendments to the SVHCG Program in 2018 which included increasing the maximum grant amount per protected heritage building, (vi) potential costs associated with façade and roof restoration for the Steveston Hotel, and (vii) \$260,000 (\$10,000 for a Planning Project, and \$250,000 for a Conservation Project) as the total maximum grant amount per identified heritage building.

In response to queries from Committee, staff advised that (i) the number of heritage buildings in the Steveston Village Heritage Conservation Area, as identified in the Steveston Area Plan, has remained the same since the Steveston Village Heritage Conservation Area was established, and (ii) the Gulf of Georgia Cannery National Historic Site and Britannia Shipyards National Historic Site are federally protected.

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It was moved and seconded

- (1) *That the proposed amendments to the Steveston Village Heritage Conservation Grant Program (Council Policy 5900), as detailed in the staff report titled “Referral Response - Steveston Village Heritage Conservation Grant Program (Council Policy 5900)”, dated December 12, 2024 from the Director, Policy Planning be approved; and*
- (2) *That an amendment to the Official Community Plan (Steveston Area Plan) be prepared to adjust the development contribution structure for the Steveston Village Heritage Conservation Grant Program to ensure long-term sustainable funding for the program.*

CARRIED

Cllr. Gillanders entered the meeting by teleconference (4:36 p.m.).

4. **REFERRAL RESPONSE: SMALL-SCALE MULTI-UNIT HOUSING (SSMUH) – PUBLIC CONSULTATION SUMMARY AND SUPPLEMENTARY DESIGN REVIEW**
(File Ref. No. 08-4045-30-02) (REDMS No. 7865965)

Staff provided an overview of the report.

Discussion ensued regarding (i) building permit applications for new developments on RSM zoned properties, (ii) land use regulation changes reflected in construction patterns and the varying heights in land use contract homes, (iii) setbacks included in the RSM zone with no current changes proposed, (iv) the recommendation to increase the permitted building height from 9 m to 10 m, alongside supporting amendments, to improve livability in the attic half-storey without impacting streetscape character or adjacencies, (v) driveway width limitations in the RSM zone, (vi) increasing options to meet BC Energy Step Code requirements, (vii) site coverage and permeable surfaces, and (viii) Development Permit requirements.

In response to queries from Committee, staff advised that (i) there were setbacks included in the RSM zone that were brought forward originally, similar to the single family, (ii) the RSM zone still allows renovations, however the BC Building Code cannot be varied, and (iii) increasing density for SSMUH development on larger lots is being reviewed further.

It was moved and seconded

- (1) *That Richmond Official Community Plan Bylaw 9000 Amendment Bylaw 10630, which proposes to amend conditions when a Development Permit is required for development of Small-Scale Multi-Unit Housing be introduced and given first reading;*

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- (2) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10630 having been considered in conjunction with:*
- (a) *the City's Financial Plan and Capital Program; and*
 - (b) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;*

is hereby found to be consistent with said program and plans, in accordance with Section 477(3)(a) of the Local Government Act;

- (3) *That Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 10630, having been considered in accordance with Section 475 of the Local Government Act and the City's Official Community Plan Bylaw Preparation Consultation Policy 5043, is hereby found not to require further consultation; and*
- (4) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10631, to clarify provisions for development of Small-Scale Multi-Unit Housing be introduced and given first, second and third reading.*

CARRIED

5. **MANAGER'S REPORT**

(i) *New Planning Technician*

Staff introduced Emma Lovas as the new Planning Technician - Design in the Development Applications department. She will be assisting with rezoning applications.

Discussion ensued regarding timelines for development applications.

(ii) *Staff Introduction*

Staff introduced Kathryn McCreary as the new Manager, Plan Review in the Building Approvals department.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (5:09 p.m.).

CARRIED

Planning Committee
Tuesday, January 21, 2025

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, 2025.

Councillor Bill McNulty
Chair

Shannon Unrau
Legislative Services Associate



City of Richmond

Report to Committee

To: General Purposes Committee **Date:** January 6, 2025
From: Martin Younis, B. Eng., M. Eng. **File:** 10-6000-01/2024-Vol 01
 Director, Facilities and Project Development
Re: **Major Construction Projects Oversight Committee Policy – Referral Response**

Staff Recommendation

That the Major Construction Projects Oversight Committee Policy 1021, as described in the report titled “Major Construction Projects Oversight Committee Policy – Referral Response” dated January 6, 2025, from the Director, Facilities and Project Development, be approved.

Martin Younis, B. Eng., M. Eng.
 Director, Facilities and Project Development
 (604-204-8501)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF DEPUTY CAO
Business Services	<input checked="" type="checkbox"/>	
City Clerk's Office	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

At the December 16, 2024, General Purposes Committee meeting, Committee adopted the following referral motion:

That staff be directed to develop a policy that an Oversight Committee be considered at the outset of each project for projects with a Capital cost exceeding \$50 million dollars.

The purpose of this report is to address the referral by establishing a new policy that an Oversight Committee be established at the onset of all new Capital Construction Projects exceeding \$50 Million.

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

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

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

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

4.3 Foster community trust through open, transparent and accountable budgeting practices and processes.

Background

The Major Projects Oversight Committee ("the Committee") for capital construction projects over \$50 million will provide oversight review of the project plans and programs providing advice to the project team for:

- Value for money spent within the Council-approved direction for the project;
- Best practices; and
- Compliance with Council-approved project goals including Project guiding principles.

The City takes a comprehensive approach to maintaining and constantly improving how projects are managed and delivered. There are multiple layers of accountability and transparency built into the City's capital management and delivery process that are essential to creating successful outcomes.

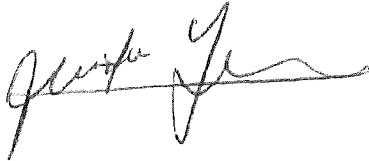
The addition of an Oversight Committee will further solidify the approach to major capital construction projects and will aid the City in delivering the projects on time and budget.

Financial Impact

None.

Conclusion

The City will continue to apply established, rigorous processes for major capital construction projects compliance with the project deliverables, budget and schedule. Project Oversight Committees within major capital construction projects will enhance existing controls.

A handwritten signature in black ink, appearing to read 'Martin Younis', written over a horizontal line.

Martin Younis, B. Eng., M. Eng.
Director, Facilities and Project Development
(604-204-8501)

MY:ek

Att. 1: Draft Policy 1021 – Major Construction Projects Oversight Committee



Page 1 of 1	Major Construction Projects Oversight Committee	Policy 1021
Adopted by Council: Date TBD		

Policy 1021:

It is Council policy that:

1. A Major Construction Projects Oversight Committee for capital construction projects, with a budget exceeding \$50 Million, be established. Applicable projects that meet this criteria will be brought forward to Council for referral to this Major Construction Projects Oversight Committee.
2. Staff will prepare a Terms of Reference for Council consideration which will include the details of membership, duties, procedures and code of conduct protocols.
3. Council will appoint Committee Members that have relevant experience in major capital project design and delivery.
4. A Council liaison will be assigned by Council to the Committee.



City of Richmond

Report to Committee

To: General Purposes Committee

Date: January 6, 2025

From: Martin Younis, B. Eng., M. Eng.
Director, Facilities and Project Development

File: 06-2052-25-WYAR1/Vol 01




Re: Terms of Reference - Major Construction Projects Oversight Committee

Staff Recommendations

1. That the “Terms of Reference - Major Construction Projects Oversight Committee”, dated January 6, 2025, from the Director, Facilities and Project Development, be approved;
2. That Council appoint a Council-liaison to the Major Construction Projects Oversight Committee;
3. That the Works Yard Replacement Project be referred to the Major Construction Projects Oversight Committee; and
4. That the recruitment for members of the Major Construction Oversight Committee occurs as soon as possible and that staff report back to Council with recommended appointees.

Martin Younis, B. Eng., M. Eng.
Director, Facilities and Project Development
(604-204-8501)

Att. 1

REPORT CONCURRENCE		
ROUTED TO: Business Services Finance	CONCURRENCE <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	CONCURRENCE OF DEPUTY CAO 
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

At the December 16, 2024, General Purposes Committee meeting, Committee adopted the following referral motion:

That staff be directed to develop Terms of Reference for an Oversight Committee for the Works Yard Replacement Project.

The purpose of this report is to address the referral by outlining terms of reference for a Major Construction Projects Oversight Committee, that will complement existing procedures and processes, for Council's endorsement. The Works Yard Replacement Project is recommended to be referred to the Major Construction Projects Oversight Committee.

This report supports Council's Strategic Plan 2022-2026 Focus Area #3 A Safe and Prepared Community:

Community safety and preparedness through effective planning, strategic partnerships and proactive programs.

3.1 Advance proactive, sustainable, and accelerated flood protection in collaboration with other governments and agencies.

3.3 Ensure the community is collectively prepared for emergencies and potential disasters.

3.4 Ensure civic infrastructure, assets and resources are effectively maintained and continue to meet the needs of the community as it grows.

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

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

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

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

4.3 Foster community trust through open, transparent and accountable budgeting practices and processes.

Background

At the Open Council Meeting on July 10, 2023, it was announced that the existing Lynas Lane location will be the site for replacement of the Works Yard. The Works Yard is critical to operations, emergency response and disaster recovery, supporting services, equipment and material that are fundamental for the operations and maintenance of the City's infrastructure. The Works Yard is essential to maintaining the City's ability to respond and recover when events and incidents occur that may impact community safety.

The project is in the advanced planning/program development and enabling works stages, where space requirements, budget, schedule, form and phasing plans, underground utility relocations in the Phase 1 construction zone, site condition investigations and ground improvement works are being determined. To date, \$100 million has been approved by Council for the project. The project will be delivered in multiple phases over 7 to 10 years, during which full operations will be maintained.

Analysis

The City takes a comprehensive approach to maintaining and constantly improving how projects are managed and delivered. There are multiple layers of accountability and transparency built into the City's capital management and delivery process that are essential to creating successful outcomes. A Major Construction Projects Oversight Committee ("Oversight Committee") will add an additional layer of oversight to the Works Yard Replacement Project.

The Oversight Committee will provide oversight review of the project plans and programs, providing advice to the project team for:

- Value for money spent within the Council-approved direction for the project;
- Best practices; and
- Compliance with Council-approved project goals including Project guiding principles.

Terms of Reference (Attachment 1) have been developed for the Oversight Committee to provide the best value to the City and complement existing procedures related to major project governance and oversight.

Senior-level subject matter experts and consultants in current peer review roles with the City are compensated for their services. In alignment with this, staff recommend a rate of \$500 per meeting for subject matter expert members.

Financial Impact

Costs associated with the Oversight Committee remuneration would be funded within existing budgets.

Next Steps

Staff will conduct a public call and targeted recruitment for membership of the Oversight Committee and bring forward applicant assessments and recommendations for Council consideration.

The Works Yard Replacement Project is currently advancing to the program approval stage. The Oversight Committee will be convened as soon as possible to review the program options to ensure this is brought to Council in a timely manner.

Conclusion

The City will continue to apply established, rigorous processes for major capital construction projects compliance with the project deliverables, budget and schedule. The proposed Major Construction Projects Oversight Committee will augment and enhance existing project management and delivery.



Martin Younis, B. Eng., M. Eng.
Director, Facilities and Project Development
(604-204-8501)

MY:ek

Att. 1: Terms of Reference – Major Constructions Projects Oversight Committee

Terms of Reference – Major Construction Projects Oversight Committee

Purpose

The purpose of the Major Construction Projects Oversight Committee (the “Committee”) is to provide independent advice, input and feedback at key milestones during the planning, design development and construction phases of the Project (the “Project”).

Role of Committee

Members of the Committee will focus and provide input on the following:

- The project scope meets the requirements per the Council Strategic Plan or Council-approved program.
- The project budget and schedule aligns with the scope of work.
- Tracking progress – compare critical project milestones to the fundamental elements of scope, schedule, and budget to the baseline.

Committee members are to act within the Council-approved direction for the project. Should the Committee have recommendations outside the Council-approved program staff may present these to Council for consideration. It is Council that must approve any material changes to the project scope, schedule, or budget that may ensue from this input.

Committee members are to act in the best interests of the community.

Membership

Membership shall consist of:

- Three to five (3-5) Subject Matter Experts who have relevant, project-specific experience.

A Council liaison will be appointed by Richmond City Council. The Director, Facilities and Project Development will be the designated Staff Liaison.

Subject Matter Expert Committee members will be remunerated \$500 per committee meeting.

Membership Selection

Staff will conduct a public call and targeted recruitment for membership of the Committee for Council consideration and approval.

Candidates will be chosen to reflect executive-level experience in fields such as construction, architecture, engineering, finance, construction management, or law.

Term of Office

- Two-years for the Chair and Committee members, with appointments reviewed bi-annually.

Procedures and Meetings

- The members of the Committee will choose a Chair and a Vice Chair.
- Meetings will be held on a quarterly basis or at the call of the Chair.
- A quorum will be a majority of members.
- Members of the Committee will make every effort to attend. If a member is to miss a meeting, no alternate is required.
- Copies of the agenda and record of the previous meeting will be circulated to the Committee members.
- The City will provide the Committee with staff support for the preparation of minutes and agendas.
- Other City staff, consultants or contractors may attend meetings and provide technical support as required.

Conflict of Interest:

A conflict of interest exists if a Committee member is a director, member or employee of an organization seeking to benefit from the City or if the Committee member has a direct or indirect pecuniary (financial) interest in the outcome of Committee deliberations.

Committee members who have a conflict of interest with a topic being discussed shall declare the conflict, describe the nature of the conflict, leave the room prior to any discussions and shall refrain from further comments. Committee members are not permitted to directly or indirectly benefit from their participation on the Committee during their tenure and for a period of twelve (12) months following their term(s).

Professionalism:

Committee members are expected to act in accordance with the City's Respectful Workplace Policy (Policy 6800), including being respectful towards others members.

Committee members must devote the necessary time and effort to prepare for meetings, arrive at meetings on time and provide feedback consistent with the Committee's mandate. Any Committee member who is absent for three (3) meetings of the Committee without reason satisfactory to the Committee may be removed from the Committee.

Reporting and Social Media:

The Committee members may not represent themselves as having any authority beyond that delegated in the Terms of Reference approved by Council. Items will be presented to the Committee if referred by Council or staff and the standard process of communication is through staff to Council. Committee members may communicate directly to Council but may not share confidential information regarding the project with the media. All information discussed during Committee is considered confidential unless expressly noted otherwise.

Any use of social media must, as with all other forms of communication, meet principles of integrity, professionalism and privacy.

Should a Committee member violate the Code of Conduct or act outside the Terms of Reference, the Committee member may be removed from the Committee

Committee members serve at the pleasure of Richmond City Council. Council may amend these Terms of Reference at its discretion.



City of Richmond

Report to Committee

To: General Purposes Committee

Date: January 14, 2025

From: Claudia Jesson
Director, City Clerk's Office

File: 01-0105-01

Re: Regular Council Meetings for Public Hearings Schedule Change

Staff Recommendation

That the Regular Council Meetings for Public Hearings be held on a Monday at 5:30 pm immediately following a General Purposes Committee Meeting.

Claudia Jesson
Director, City Clerk's Office
(604-276-4006)

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER	
SENIOR STAFF REPORT REVIEW	INITIALS: EB
APPROVED BY CAO	

Staff Report

Origin

In late November 2023, *Bill 44, Housing Statutes (Residential Development) Amendment Act* was enacted and introduced significant changes to the City's Public Hearing and respective public notification process.

In terms of *Bill 44* and public hearings, all local governments are prohibited from holding a public hearing on rezoning applications that are consistent with the City's OCP, which is why there are two streams for considering rezoning applications and fewer items being forwarded to public hearings. The new legislation has not eliminated the Public Hearing process but has significantly reduced the items proceeding to a Public Hearing.

The purpose of this report is to adjust the Public Hearing schedule to enable Public Hearings to be held earlier at 5:30 pm following a General Purposes Committee on Mondays, especially when Public Hearing agendas are light in nature.

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

Ensure that the citizenry of Richmond is well-informed and engaged about City business and decision-making.

Analysis

In accordance with the *Council Procedure Bylaw No. 7560*, Regular Council Meetings for Public Hearings are to be held on the third Monday of each month at 7:00 pm.

The new legislation has created two process streams for staff to manage for rezoning applications: (1) items proceeding to a Public Hearing, and (2) non-Public Hearing items proceeding to a Council Meeting. As a result, there has been a shift from having monthly Public Hearings to having virtually no regularly scheduled Public Hearing since October 2024. Thus far all rezoning applications, with the exception of one, have been non-Public Hearing items and have been considered at Council Meetings. With so few Public Hearings having to be scheduled and very few upcoming items to a Public Hearing, it is recommended that, when required, Public Hearings be held at 5:30 pm on a Monday following a General Purposes Committee Meeting.

In terms of public engagement, the proposed earlier start-time will still be late enough to enable the public to attend. There are various ways for the public to provide input into the Public Hearing, including submitting written submissions and participating remotely, if required. It should be noted that live-streaming of the Public Hearings will continue as per usual processes. In terms of the overall public notification process, early notification will continue to take place for all rezoning applications (public hearing and non-public hearing). The public notification process for public hearing bound applications also remains the same.

It should be noted that flexibility always exists to adjust the meeting schedule as unusual or urgent circumstances may arise outside of the usual schedule. There may be a circumstance when a heavy General Purposes Committee meeting cycle coincides with a busy Public Hearing cycle, in which case the start-time for a Public Hearing meeting could be adjusted.

Financial Impact

None.

Conclusion

It is recommended that the proposed schedule for Regular Council Meetings for Public Hearings to be held on Mondays at 5:30 pm following General Purposes Committee Meetings be approved.



Claudia Jesson
Director, City Clerk's Office



To: Planning Committee

Date: December 12, 2024

From: John Hopkins
Director, Policy Planning

File: 08-4200-08/2024-Vol 01

**Re: Referral Response - Steveston Village Heritage Conservation Grant Program
(Council Policy 5900)**

Staff Recommendation

1. That the proposed amendments to the Steveston Village Heritage Conservation Grant Program (Council Policy 5900), as detailed in the staff report titled "Referral Response - Steveston Village Heritage Conservation Grant Program (Council Policy 5900)", dated December 12, 2024 from the Director, Policy Planning be approved; and
2. That an amendment to the Official Community Plan (Steveston Area Plan) be prepared to adjust the development contribution structure for the Steveston Village Heritage Conservation Grant Program to ensure long-term sustainable funding for the program.

John Hopkins
Director, Policy Planning
(604-276-4279)

JH:
Att. 6

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	
Corporate Programs	<input checked="" type="checkbox"/>	
Finance Department	<input checked="" type="checkbox"/>	
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	
Development Applications	<input checked="" type="checkbox"/>	
Housing Office	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

The purpose of this report is to respond to Planning Committee's referral on the Steveston Village Heritage Conservation Grant (SVHCG) Program and to present revised recommendations for proposed amendments to the program.

A staff report was considered by Planning Committee on January 6, 2021, which contemplated the following changes to the SVHCG Program:

1. Introduce the requirement for all Heritage Conservation Grant applications to include visual enhancements to street-fronting facades as part of the proposed scope of work (a minimum of 10% of the overall grant amount); and
2. Imbed the explicit requirement for an acceptable Heritage Conservation Plan prepared by a heritage professional to be submitted as part of all Heritage Conservation Grant applications.

As a result of the discussion, Planning Committee made the following referral:

That the Steveston Village Heritage Conservation Grant Program (Council Policy 5900), be referred back to staff to:

- (1) review options to provide upfront grant funding to support initial costs of developing the Heritage Conservation Plan;*
 - (2) review allocation of grant funding towards exterior façade works; and*
 - (3) consult with Steveston historians, pioneers and the Heritage Commission on the Grant Program;*
- and report back.*

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

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

6.5 Enhance and preserve arts and heritage assets in the community.

Findings of Fact

Steveston Village Heritage Conservation Grant Program (Council Policy 5900)

The Steveston Village Heritage Conservation Grant (SVHCG) Program was adopted by Council in 2009 as part of the implementation of the Steveston Village Conservation Strategy. The program aims to provide financial assistance to property owners, on a cost-sharing basis, for conserving the exterior of the seventeen protected heritage buildings in the Steveston Village Heritage Conservation Area (Attachment 1), recognizing that the historic buildings make a significant contribution to the heritage character of Steveston Village.

Funds for the SVHCG Program are provided by developers' contributions secured through development applications. A voluntary cash contribution is provided for density over 1.2 Floor Area Ratio (FAR) up to the maximum of 1.6 FAR on sites specified in the Steveston Village Land Use Density and Building Height Map, included in the Steveston Area Plan.

The SVHCG Program was amended on November 13, 2018 to better promote the conservation of the protected heritage buildings and utilize the funds collected to-date for their intended purpose. Amendments to the SVHCG Program in 2018 included:

- Increasing the maximum grant amount per protected heritage building to \$150,000 from \$50,000;
- Increasing the additional grant amount available to achieve exceptional heritage conservation to \$100,000 from \$25,000, such that the maximum grant amount per protected heritage building is a total of \$250,000;
- Modifying the required 50/50 cost sharing basis for a protected heritage building owned by a registered non-profit society to 75/25, so the City may provide a grant that covers up to 75% of the total eligible expenses;
- Clarifying and expanding the types of expenses eligible for funding based on the definition of "conservation" provided in the *Standards and Guidelines for the Conservation of Historic Places in Canada*; and
- Clearly defining the grant issuance process and submission requirements.

A Heritage Alteration Permit (HAP) is required for any alterations to the exterior of a protected heritage property in the Heritage Conservation Area, including restoration work, other than minor repair or routine maintenance. The necessary HAP can be processed concurrently with an application for a grant from the SVHCG Program. The timeframe, within which the work authorized by an HAP has to be completed, can be set by Council or its delegate to suit the conservation needs and scope of the work, and is not prescribed by the *Local Government Act*.

Current Funding

Since it was established in 2009, there have been three contributions, providing a total of \$970,581 to the fund for the SVHCG Program. Three grants have been disbursed for a total expenditure of \$237,271.85, and the current balance of the account, including the starting balance and interest earned to date stands at \$930,635.42 as of October 31, 2024. An account summary is provided in Attachment 2.

The Standards and Guidelines for the Conservation of Historic Places in Canada

The Standards and Guidelines for the Conservation of Historic Places in Canada (2nd edition, 2010, Parks Canada), pan-Canadian best-practice principles and guidance, is used as a guide in managing the protected heritage resources in Steveston Village and reviewing all SVHCG applications.

The Standards and Guidelines defines conservation as "all actions or processes aimed at safeguarding the character-defining elements of an historic place to retain its heritage value and extend its physical life. This may involve Preservation, Rehabilitation, Restoration, or a

combination of these actions or processes.” The three conservation treatments are defined as follows:

- **Preservation:** the action or process of protecting, maintaining, and/or stabilizing the existing materials, form and integrity of an historic place, or of an individual component, while protecting its heritage value.
- **Rehabilitation:** the action or process of making possible a continuing or compatible contemporary use of an historic place, or an individual component, while protecting its heritage value.
- **Restoration:** the action or process of accurately revealing, recovering or representing the state of an historic place, or of an individual component, as it appeared at a particular period in its history, while protecting its heritage value.

Any conservation project may involve aspects of more than one of the three conservation treatments.

Analysis

Since the referral from Planning Committee on the SVHCG Program (Council Policy 5900), staff have conducted further review of the program to assess options to provide up-front funding for planning of conservation work, and whether a portion of each grant should be tied to visual enhancements to protected buildings as part of a grant application, and have consulted on options. The proposed updated Council Policy 5900 is included in Attachment 3, and a redlined version is included in Attachment 4.

Proposed Amendments to the SVHCG Program

Staff recommend the following changes to the SVHCG Program to further encourage the property owners to take advantage of the program and achieve the goals of the program – to support the preservation, restoration and/or rehabilitation of the seventeen historic buildings that are key to the heritage character and heritage values of the Heritage Conservation Area. This is an ongoing and long-term goal requiring sustained support and funding.

Each of the protected heritage buildings in the Heritage Conservation Area is unique and has differing conservation needs. Most will require substantial investment to achieve restored facades and structural work may also be needed to ensure the longevity of the building. Supporting upfront planning for projects to establish conservation goals and strategies, and providing additional time to complete projects can further assist building owners to plan and pursue conservation of these important heritage buildings.

The Standards and Guidelines for the Conservation of Historic Places in Canada will continue to be used as a guide to manage the protected heritage buildings and evaluate all grant applications.

In describing the proposed changes to Council Policy 5900 (SVHCG Program), there are four main categories as described below.

1. Create a new category of “Planning Project Grants” with the maximum grant amount of \$10,000 per identified heritage building and up to 100% of the total cost of eligible expenses

The purpose of the Planning Project Grants is to financially assist the property owners in engaging a heritage consultant and developing necessary planning documents for heritage conservation. The types of documents that can be eligible include Statements of Significance, Heritage Conservation Plans, building condition assessment reports, architectural plans, and any other types of planning studies that support heritage conservation, at the discretion of the Director of Policy Planning.

A Heritage Conservation Plan and associated documents are valuable for guiding conservation work and can provide key information to plan and inform a Conservation Project Grant application. A Heritage Conservation Plan sets out what is significant about a heritage place and how its heritage values and character-defining elements will be conserved. The cost for this type of report can range up to \$10,000 or more, depending on the complexity of the site, the consultant fees, and the availability of previous studies.

Currently, consulting costs can be covered up to 10% of the total grant amount; however, a conservation project must be completed prior to the disbursement of the approved grant. By creating a separate category of “Planning Project Grants”, a grant can be provided earlier in the process once the document is completed and shared with the City.

Even if the physical work contemplated at the planning stage does not proceed, the planning documents will be invaluable resources for the City and the property owners to understand the protected heritage buildings, their heritage value and character-defining elements, in order to properly maintain them and plan any future conservation projects.

The application for a Planning Project Grant will include a letter from the property owner indicating the type of documentation that is required and its purpose, along with a proposal from a qualified heritage professional summarizing the proposed scope of work and the fees. If the application is approved by Council, the applicant would submit the documents with receipts and/or invoices within 12 months of the date of the approval in order to receive the approved grant.

2. Formalize the requirement to submit an acceptable Heritage Conservation Plan for all Conservation Project Grant applications

Staff recommend that the requirement to submit an acceptable Heritage Conservation Plan or equivalent documentation prepared by a heritage professional as part of all Conservation Project Grant applications be stated in the Council Policy; however, the requirement may be waived for minor projects or projects that do not alter the exterior of the building, at the discretion of the Director of Policy Planning. The involvement of a heritage professional would still be anticipated in all Conservation Project Grant proposals.

3. Require façade restoration as part of the proposed work for the additional Conservation Project Grant for exceptional heritage conservation

The Conservation Project Grant can provide up to \$150,000 per identified heritage building. An additional grant of up to \$100,000 can be considered by Council to achieve exceptional heritage conservation. This provides further support and incentive to the property owners to restore or rehabilitate the historic buildings, including the facades, to convey the buildings' heritage significance and enhance the streetscape of Steveston Village. It is recommended that proposed works should include façade improvements, where not already completed, to be eligible for the additional grant.

All proposed eligible work for a Conservation Project Grant application should advance the conservation of the building for the long term, guided by the Heritage Conservation Plan and the *Standards and Guidelines for the Conservation of Historic Places in Canada*. Eligible work can include exterior conservation such as restoration of cladding, windows, doors, roofing or other character-defining elements of the exterior, as well as structural work. New foundations, structural repairs and seismic upgrades might not enhance the building facades and streetscape directly but are critical to extend the physical life of protected heritage buildings.

Exceptional heritage conservation is defined in the policy as a complete and comprehensive restoration of a building, in the opinion of the Director of Policy Planning and a retained heritage consultant. Staff recommend that it be further stated to include façade restoration, where not already completed, to enhance the historic appearance of the building and heritage character of Steveston Village.

4. Increase the timeframe to complete conservation work and claim the approved grant to 36 months

All Conservation Project Grants are considered for approval by City Council. If approved, the works covered by the Conservation Project Grant must be completed within a defined timeframe, currently set at 24 months from the date of the approval by Council. After the agreed timeframe from the date of the approval, the grant approval expires. A firm timeframe assists in managing the commitment of grant funds. Staff recommend that the timeframe could be extended, depending on the scope and complexity of the project, to allow up to 36 months. The timeframe would correspond to the associated Heritage Alteration Permit issued.

Summary of Grants Available

The total maximum grant amount per identified heritage building could be \$260,000 (\$10,000 for a Planning Project, and \$250,000 for a Conservation Project). To achieve this maximum grant, an applicant would invest a minimum of \$250,000 of matching funds (\$83,333 for a non-profit owner).

As heritage conservation may occur in stages, an owner may apply more than once. It should also be noted that the maximum grant amounts are maximums only; staff and Council are not obligated to provide the full requested amount.

Proposed grant structure and matching funds requirement:

<u>Grant Stream:</u>	<u>Authority:</u>	<u>Maximum Grant:</u>	<u>Applicant’s Investment (minimum required):</u>
Planning Project Grant	City Council	\$10,000 (up to 100%)	Not applicable
Conservation Project Grant	City Council	\$150,000 (up to 50%; 75% for a non-profit owner)	\$150,000 to achieve maximum grant (\$50,000 for a non-profit owner)
Conservation Project Grant – Exceptional Heritage Conservation	City Council	\$100,000 (up to 50%; 75% for non-profit owner)	\$100,000 to achieve maximum grant (\$33,333 for non-profit owner)

Funding Model of the SVHCG Program

The SVHCG Program is funded by voluntary cash contributions, calculated per additional square foot over 1.2 Floor Area Ratio (FAR) from sites in the Steveston Village Heritage Conservation Area where additional density is proposed over and above the base 1.2 FAR (up to the maximum 1.6) through a redevelopment application. The current rate of contribution is \$72.93 per square foot added above 1.2 to a maximum 1.6 FAR. Based on policy in the Steveston Area Plan, the contribution can be reduced by the amount of the cash-in-lieu contribution to the City’s Affordable Housing (AH) Strategy. The current rate for the AH contribution is \$15 per square foot for apartment developments with 60 units or less, which applies to the residential portion of mixed use developments located in Steveston Village. The contribution is calculated on the total buildable residential floor area.

The current contribution rates and calculations for the two programs result in a reduction of approximately 70% or more of the SVHCG Program contribution. Previous predictions of the program funding have assumed a much larger allocation to the program as seen in contributions made from rezoned sites in 2014-2016 (with a reduction of 26% to 29% due to the AH contribution).

As indicated earlier, the grant fund currently has a balance of \$930,635.42. Of this, \$100,000 has been approved and allocated for a project that is currently underway (Steveston Methodist Church exterior restoration). The remainder is sufficient to provide the maximum grant to approximately three buildings. Continuing to add substantial new contributions to the fund will be vital to ensure it can continue to be available as intended to support the conservation of all eligible buildings over time.

It is recommended that staff be directed to review and revise how contributions are received into the SVHCG Program fund from sites in Steveston Village to ensure both heritage and affordable housing programs continue to be supported. Making an adjustment to how contributions to the program are structured requires an amendment to the Official Community Plan (Steveston Area Plan), including a public hearing.

Comparison to Other Heritage Grant Programs

Grant programs for the conservation of heritage buildings and sites are offered in other municipalities in British Columbia including Vancouver, Victoria, Nanaimo and Kelowna. While programs are tailored to the local heritage and conservation needs, the goals and structure are broadly similar, to support and incentivize the conservation of important heritage places for the community through a cost-sharing program. Eligible work varies but typically includes structural stabilization and repairs, such as foundations, roofing and other work to support the longevity of the building, as well as restoration of exterior finishes and architectural elements such as cladding, windows and doors. Several programs offer specific grant support for the planning stage of a project.

A summary of heritage grant programs in BC is provided in Attachment 5.

Consultation

The Richmond Heritage Commission reviewed the proposed amendments to the SVHCG Program outlined in the draft Policy at its meeting held on November 6, 2024 and passed the following resolution:

That the Richmond Heritage Commission accept the recommended changes to the Steveston Village Heritage Conservation Grant Program in the memorandum dated October 31st.

An excerpt from the minutes of the November 6, 2024 meeting is included in Attachment 6.

Additionally, staff have sought input and feedback on the SVHCG Program which has informed the proposed changes to the program. This has included staff discussions on the SVHCG Program with Mr. Bud Sakamoto, a founding member of Steveston Historical Society and author of the Steveston Revitalization Area guidelines (Sakamoto Guidelines, 1989). Mr. Sakamoto emphasized the importance of supporting good design, and retaining and enhancing the historic character of Steveston Village as a fishing village.

Further insight on the Grant Program and support needed to see projects move forward has been obtained through inquiries from property owners and discussion of potential projects, as well as a discussion with heritage consultant Donald Luxton, drawing on his experience of involvement with the Steveston Methodist Church project currently underway with the support of a grant from the SVHCG Program. This has highlighted the importance of the grants to enable projects and to achieve good conservation of Steveston's historic buildings, including structural work. The expenses required before conservation work can begin are significant and there are impacts from increasing costs and challenges with availability of materials. As a result, providing separate support for the planning stage of projects, and allowing more time to complete projects would be beneficial.

Stakeholder Communication

Should Council adopt the staff recommendations, a revised bulletin "Steveston Village Heritage Conservation Grant Program (Planning-03)" will be posted on the City's website.

Staff also propose to contact property owners of the privately-owned protected heritage buildings with information about the revised SVHCG Program and to discuss conservation opportunities.

Financial Impact

The grant applications will be considered on a first-come, first-served basis. If no program funds are available, no grant applications will be considered.

Conclusion

This report responds to a referral from Planning Committee regarding upfront grant funding, allocation of grant funding to exterior façade works, and consultation in relation to the Steveston Village Heritage Conservation Grant program (Council Policy 5900).

It is recommended that the proposed amendments to the Steveston Village Heritage Conservation Grant Program (Council Policy 5900) included in this report be approved to strengthen its long-term effectiveness in achieving conservation of the seventeen protected heritage buildings in the Steveston Village Heritage Conservation Area. The amendments would include the following:

1. Create a new category of “Planning Project Grants” of up to \$10,000 per property;
2. Formalize the requirement for a Heritage Conservation Plan for Conservation Project Grants;
3. Require façade restoration be part of proposed work to be eligible for the additional Conservation Project Grant for exceptional heritage conservation; and
4. Increase the time allowed to complete grant-funded projects to 36 months.

It is also recommended that staff prepare an amendment to the Official Community Plan (Steveston Area Plan) to help ensure a sustainable funding model for the SVHCG Program as intended.



Judith Mosley
Planner 2 (Policy Planning) – Heritage Planner
(604-276-4170)

JM:cas

- Att 1: Map of the Steveston Village Heritage Conservation Area
- 2: Summary of the Heritage Trust Account
- 3: Draft Council Policy 5900
- 4: Draft Council Policy 5900 (redlined version)
- 5: Summary of Heritage Grant Programs in BC
- 6: Excerpts from the November 6, 2024 Richmond Heritage Commission Meeting

Map of the Steveston Village Heritage Conservation Area

Map 1 - Steveston Village Heritage Conservation Area (HCA):
Resources and Modified 1892 Historic Lot Lines Map



LEGEND

 Non Heritage Building	 Identified Heritage Resource	 Historic Lot Lines
 3811 Moncton St.: "Japanese Doctors'/Hospital Office" relocated from 4091 Chatham St.	 3580 Moncton Street "Repworth Block"	 3831 Moncton Street "Ray's Drygoods/Budget Appliance"
 3711/3731 Chatham Street "Steveston Methodist Church"	 3611 Moncton Street "Marine Garage"	 3871 Moncton Street "Bare Basics"
 12011 3 rd Avenue "Steveston Courthouse"	 3680 Moncton Street "Wakita Grocery"	 3891 Moncton Street "Tasaka Barbershop"
 12111 3 rd Avenue "Sockeye/Steveston Hotel"	 3700 Moncton Street "Redden Net/ Atagi Building"	 12191 1 st Avenue "Japanese Buddhist Temple"
 3460 Moncton Street "Dave's Fish & Chips"	 3711 Moncton Street "Cannery Café"	 12311 No 1 Road "Prickly Pear Garden Center"
 3480 Moncton Street "Watsida Building/ Riverside Art Gallery"	 3811 Moncton Street "Steveston Museum/Northern Bank"	

November 27, 2018

ATTACHMENT 2

Summary of the Heritage Trust Account

Program code 90526. As of October 31, 2024.

Year	\$ Amount	Description
1999	107,569.26	Beginning balance
1999	(25,000.00)	Britannia Bunkhouse (expense)
2006	(50,000.00)	Steveston Village Heritage Conservation Program (expense)
2015	209,484.00	Steveston Village Heritage Conservation Grant Program (contribution) (RZ 13-643436)
2017	547,930.00	Steveston Village Heritage Conservation Grant Program (contribution) (RZ 15-710852)
2018	213,167.00	Steveston Village Heritage Conservation Grant Program (contribution) (RZ 15-697899)
2020	(14,471.85)	Steveston Village Heritage Conservation Grant Program (expense) Grant to assist with roof replacement for the building at 3891 Moncton Street, known as the "Tasaka Barbershop"
2021	(72,800.00)	Steveston Village Heritage Conservation Grant Program (expense) Grant to assist with roof replacement for the building at 12111 3rd Avenue, known as the "Sockeye/Steveston Hotel"
2021	(150,000.00)	Steveston Village Heritage Conservation Grant Program (expense) Grant to assist with foundation replacement for the building at 3711/3731 Chatham Street, known as the "Steveston Methodist Church"
	164,757.01	Interest (over multiple years)
Total	\$ 930,635.42	

An additional grant of \$100,000 for exceptional conservation was approved by Council in April 2024 to the Richmond Hospital/Healthcare Auxiliary to assist with exterior conservation of the building at 3711/3731 Chatham Street (Steveston Methodist Church). The work has been underway in summer and fall of 2024 and includes restoration of exterior cladding, windows, doors, trim and a historical paint scheme. The grant is due to be disbursed on completion of the project.



Page 1 of 4	Steveston Village Heritage Conservation Grant Program	Policy 5900
Adopted by Council: April 27, 2009 Amended by Council: November 13, 2018 Amended by Council:		

POLICY 5900:

It is Council policy that:

The Steveston Village Heritage Conservation Grant (SVHCG) Program is established to provide financial assistance to property owners – on a cost share basis – for conserving the exterior of 17 heritage buildings in the Steveston Village Heritage Conservation Area, as identified in the Steveston Area Plan.

The 17 identified heritage buildings make a significant contribution to the heritage character of Steveston Village. The intent of the program is to help conserve the exterior of these significant buildings and support their continued legacy for future generations.

1. Program Funding Sources

The source of funds for the SVHCG Program includes:

- Voluntary cash contributions, as set out in the Steveston Area Plan;
- Senior government and Non-Governmental Organization grants; and
- Other private donations.

2. Funding Categories

The SVHCG Program provides funding opportunities through two different categories:

- **Planning Project Grants** for engaging a heritage consultant and developing necessary planning documents for heritage conservation;
- **Conservation Project Grants** for physical conservation work.

3. Eligible Expenses and Grant Amounts

Planning Project Grants

- Eligible expenses include consulting fees to develop Statements of Significance, Heritage Conservation Plans, building condition assessment reports, architectural plans, and any other types of planning studies that support heritage conservation, at the discretion of the Director of Policy Planning.
- Maximum grant of \$10,000 per identified heritage building. The grant may cover 100% of the total cost of eligible expenses.
- As heritage conservation may occur in stages, an owner/developer may apply more than once; however, the total grant amount per identified heritage building is limited to \$10,000 for Planning Project Grants.



Adopted by Council: April 27, 2009
Amended by Council: November 13, 2018
Amended by Council:

Conservation Project Grants

- Eligible expenses are limited to works related to the exterior conservation of the identified heritage buildings. These include, but are not limited to, the following:
 - Façade restoration or rehabilitation to enhance the historic appearance and convey the heritage significance of the building;
 - Repair or restoration of the character-defining elements such as wood windows or original cladding;
 - Reconstruction of lost heritage elements such as front porches or exterior trims;
 - Roof repair or replacement; and
 - Structural upgrades, including seismic upgrades, and stabilization work (e.g. new foundations) to extend the physical life of the building.
- Ineligible expenses include, but are not limited to, the following:
 - General on-going maintenance work (e.g. gutter cleaning);
 - Renovation or replacement of non-historic elements of the building;
 - New additions and/or construction of accessory buildings;
 - Interior works; and
 - Any other work deemed to be inappropriate at the discretion of the Director of Policy Planning.
- Maximum grant of \$150,000 per identified heritage building. The grant may not exceed 50% of the total cost of eligible expenses (i.e. only projects with eligible expenses of \$300,000 or more would be able to apply for the maximum amount).
- An additional maximum grant of \$100,000 per identified heritage building may be considered by Council to achieve exceptional heritage conservation. Exceptional heritage conservation means a complete and comprehensive restoration of a building including the façade(s) (where not already completed), in the opinion of the Director of Policy Planning and a retained heritage consultant, and that would greatly enhance the historic appearance of the building and the heritage value and heritage character of the Steveston Village Heritage Conservation Area. The final determination of what is exceptional will be made by Council based on the project's overall contribution to conserving the character of Steveston Village.
- If the registered owner of the property containing one of the identified heritage buildings is a registered non-profit society, Council may consider providing up to 75% of the total cost of eligible expenses.
- As heritage conservation may occur in stages, an owner/developer may apply more than once; however, the total Conservation Project Grant amount per identified heritage building is limited to \$150,000, and for exceptional conservation projects, it is limited to \$250,000.



Page 3 of 4	Steveston Village Heritage Conservation Grant Program	Policy 5900
Adopted by Council: April 27, 2009 Amended by Council: November 13, 2018 Amended by Council:		

4. Grant Applications

- Grant applications must be submitted in accordance with the procedures and forms provided by the City of Richmond.
- If no program funds are available, no grant applications will be considered (i.e. first-come, first-served basis).
- A grant will not be provided where work has already been undertaken prior to the City's approval.
- Owners or developers of sites with identified heritage buildings may include public entities (e.g. City or other levels of government), and are eligible to apply for a grant.
- Contributors to the SVHCG Program may apply for a grant (e.g. if the site proposed to be redeveloped contains one of the 17 identified heritage buildings). However, the required contribution must be provided to the City prior to final approval of the accompanying rezoning or Heritage Revitalization Agreement application.
- Any person involved in the review and approval of SVHCG applications, including active members of City Council, must declare any direct or indirect benefit to themselves, relatives, business associates, or to anyone else that would advance their personal interests, and may be required to recuse themselves from such processes.
- All grant applications that meet the eligibility criteria will be considered by Council. Council is not obligated to approve a grant or to provide the full requested amount. Final decision on all grant applications that meet the eligibility criteria will be made by Council.
- All Planning Project Grant applications must include a letter from the property owner and a proposal from a qualified heritage professional or design professional outlining the proposed scope of work and the fees.
- All Conservation Project Grant applications must include an acceptable Heritage Conservation Plan or equivalent documentation prepared by a professional heritage consultant. The requirement of a Heritage Conservation Plan may be waived for projects that are minor in scale and do not significantly affect the exterior of the heritage building, at the discretion of the Director of Policy Planning.
- The *Standards and Guidelines for the Conservation of Historic Places in Canada* shall be used as a guide in determining eligible expenses. The *Standards and Guidelines* defines "conservation" as all actions or processes aimed at safeguarding the character-defining elements of a resource to retain its heritage value and extend its physical life.

5. Grant Issuance

- If Council approves the application, the eligible works must be completed before the grant is issued.



Adopted by Council: April 27, 2009
Amended by Council: November 13, 2018
Amended by Council:

- For all Planning Project Grants, the following items must be submitted and accepted by City staff prior to the grant's issuance:
 - A letter from the applicant/owner indicating the actual cost of the completed consulting work and a request for payment of the grant;
 - A PDF copy of the planning document(s); and
 - Paid bills and/or invoices.
- For all Conservation Project Grants, the following items must be submitted and accepted by City staff prior to the grant's issuance:
 - A letter from the applicant/owner indicating the actual cost of the completed project accompanied by paid bills as proof and a request for payment of the grant;
 - A project completion report from the project manager (e.g., independent contractor who has completed the work) confirming that the work has been completed in accordance with the approved plans and specifications, including a complete list of actual improvements and installation methods. The report must include a copy of written warranties of all applicable work; and
 - Photographs of the completed project.
- The works covered by the approved Project Planning Grant must be completed within 12 months of the date of the approval by Council. After 12 months of the date of the approval, the grant approval will expire.
- The works covered by the approved Conservation Project Grant must be completed within 36 months of the date of the approval by Council. After 36 months from the date of the approval, the grant approval will expire.
- For issuance of the approved grant, the completed works must be inspected and deemed satisfactory by the City staff.

6. Evaluation Criteria

The following considerations will form the basis for evaluation of grant applications:

- How the proposed work contributes to preserving and enhancing the overall historic fabric and heritage value of Steveston Village;
- The level of contribution of the proposed work in conserving the heritage character and conveying the historic significance of the building;
- How the proposed work helps extend the physical life of the building; and
- The overall quality of the submission and the applicant's ability to carry out the project on a reasonable time-frame at reasonable costs and secure other funding sources.



Page 1 of 6	Steveston Village Heritage Conservation Grant Program	Policy 5900
Adopted by Council: April 27, 2009 Amended by Council: November 13, 2018 <u>Amended by Council:</u>		

POLICY 5900:

It is Council policy that:

The Steveston Village Heritage Conservation Grant (SVHCG) Program is established to provide financial assistance to property owners – on a cost share basis – for conserving the exterior of 17 heritage buildings in the Steveston Village Heritage Conservation Area, as identified in the Steveston Area Plan.

The 17 identified heritage buildings make a significant contribution to the heritage character of Steveston Village. The intent of the program is to help conserve the exterior of these significant buildings and support their continued legacy for future generations.

1. Program Funding Sources

The source of funds for the SVHCG Program includes:

- ~~Density bonus~~Voluntary cash contributions, as set out in the Steveston Area Plan*;
- Senior government and Non-Governmental Organization grants; and
- Other private donations.

~~*Specific sites within the “Steveston Village Land Use Density and Building Height Map” are identified for a maximum possible Floor Area Ratio (FAR) of 1.6. In order to achieve this maximum density, a contribution of \$608.05 per m² (\$56.49 per ft²)—based on the increase in net building floor area between the 1.2 FAR base density and up to the 1.6 FAR maximum density—must be provided.~~

~~Contribution amounts may be reduced by an amount equivalent to any cash-in-lieu contributions received under the City’s Affordable Housing Strategy.~~

~~The above contribution rate to the SVHCG Program will be revised, starting February 28, 2019, and then by February 28 every two years thereafter, by adding the annual inflation for the preceding two calendar years using the Statistic Canada Vancouver Construction Cost Index – Institutional inflation rate. The revised rates will be published in a City Bulletin.~~

2. Funding Categories

The SVHCG Program provides funding opportunities through two different categories:

- Planning Project Grants for engaging a heritage consultant and developing necessary planning documents for heritage conservation;
- Conservation Project Grants for physical conservation work.

2.3. Eligible Expenses and Grant Amounts

Planning Project Grants



Adopted by Council: April 27, 2009
Amended by Council: November 13, 2018
Amended by Council:

- Eligible expenses include consulting fees to develop Statements of Significance, Heritage Conservation Plans, building condition assessment reports, architectural plans, and any other types of planning studies that support heritage conservation, at the discretion of the Director of Policy Planning.
- Maximum grant of \$10,000 per identified heritage building. The grant may cover 100% of the total cost of eligible expenses.
- As heritage conservation may occur in stages, an owner/developer may apply more than once; however, the total grant amount per identified heritage building is limited to \$10,000 for Planning Project Grants.

Conservation Project Grants

- Eligible expenses are limited to works related to the exterior conservation of the identified heritage buildings. These include, but are not limited to, the following:
 - Façade restoration or rehabilitation to enhance the historic appearance and convey the heritage significance of the building;
 - Repair or restoration of the character-defining elements such as wood windows or original cladding;
 - Reconstruction of lost heritage elements such as front porches or exterior trims;
 - Roof repair or replacement; and
 - Structural upgrades, including seismic upgrades, and stabilization work (e.g. new foundations) to extend the physical life of the building.
- Ineligible expenses include, but are not limited to, the following:
 - General on-going maintenance work (e.g. gutter cleaning);
 - Renovation or replacement of non-historic elements of the building;
 - New additions and/or construction of accessory buildings;
 - Interior works; and
 - Any other work deemed to be inappropriate at the discretion of the Director of Policy Planning.
- Maximum grant of \$150,000 per identified heritage building. The grant may not exceed 50% of the total cost of eligible expenses (e.g. only projects with eligible expenses of \$300,000 or more would be able to apply for the maximum amount).
- An additional maximum grant of \$100,000 per identified heritage building may be considered by Council, with private matching funding, to achieve exceptional heritage conservation. Exceptional heritage conservation means a complete and comprehensive restoration of a building including the façade(s) (where not already completed), in the opinion of ~~Manager~~ the Director of Policy Planning and a retained heritage consultant, and that would greatly enhance the historic appearance of the building and the heritage value and heritage character of the Steveston Village Heritage Conservation Area. -The



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final determination of what is exceptional will be made by Council based on the project's overall contribution to conserving the character of Steveston Village.

- If the registered owner of the property containing one of the identified heritage buildings is a registered non-profit society, Council may consider providing up to 75% of the total cost of eligible expenses.
- As heritage conservation may occur in stages, an owner/developer may apply more than once; however, the total grant amount per identified heritage building is limited to \$150,000, and for exceptional conservation projects, it is limited to \$250,000.
- ~~If no program funds are available, no grant applications will be considered (i.e., first-come, first-serve basis).~~

~~2. Eligible Expenses~~

~~Eligible expenses are limited to works related to the exterior conservation of the identified heritage buildings. These include, but are not limited to, the following:~~

- ~~Façade restoration or rehabilitation to improve the appearance and convey the heritage significance of the building;~~
- ~~Repair or restoration of the character-defining elements such as wood windows or original cladding;~~
- ~~Reconstruction of lost heritage elements such as front porches or exterior trims;~~
- ~~Roof replacement;~~
- ~~Structural upgrades, including seismic upgrades, and stability work (e.g. new foundations) to extend the physical life of the building; and~~
- ~~Directly related consultant costs, including the cost to prepare a conservation plan and architectural drawings, up to 10% of the total grant amount. Consultant costs without associated physical improvements to the building are not eligible.~~

~~Ineligible expenses include, but are not limited to, the following:~~

- ~~General on-going maintenance work (e.g. power washing, gutter cleaning);~~
- ~~Renovation or replacement of the non-historic elements of the building;~~
- ~~New additions and/or construction of accessory buildings;~~
- ~~Interior works; and~~
- ~~Any other work deemed to be inappropriate at the discretion of the Manager of Policy Planning.~~



Adopted by Council: April 27, 2009
Amended by Council: November 13, 2018
Amended by Council:

~~3. The Standards and Guidelines for the Conservation of Historic Places in Canada shall be used as a guide in determining eligible expenses. The Standards and Guidelines for the Conservation of Historic Places in Canada defines "conservation" as all actions or processes aimed at safeguarding the character defining elements of a resource to retain its heritage value and extend its physical life.~~

4. Grant Applications

- ~~Grant applications must be submitted in accordance with the procedures and forms provided by the City of Richmond.;~~
- ~~If no program funds are available, no grant applications will be considered (i.e. first-come, first-served basis).~~
- ~~A grant will not be provided where work has already been undertaken prior to the City's approval.~~
- Owners or developers of sites with identified heritage buildings may include public entities (e.g. City or other levels of government), and are eligible to apply for a grant.;
- ~~Contributors to the SVHCG Program may apply for a grant (e.g., if the site proposed to be redeveloped contains one of the 17 identified heritage buildings). However, the required contribution must be provided to the City prior to final approval of the accompanying rezoning or a Heritage Revitalization Agreement application.;~~
- ~~Any person involved in the review and approval of SVHCG applications, including active members of City Council, must declare any direct or indirect benefit to themselves, relatives, business associates, or to anyone else that would advance their personal interests, and may be required to recuse themselves from such processes.~~
- ~~All grant applications that meet the eligibility criteria will be considered by Council. Council is not obligated to approve a grant or to provide the full requested amount. Final decision on all grant applications that meet the eligibility criteria will be made by Council;~~
- ~~All Planning Project Grant applications must include a letter from the property owner and a proposal from a qualified heritage professional or design professional outlining the proposed scope of work and the fees.~~
- ~~All Conservation Project Grant applications must include an acceptable Heritage Conservation Plan or equivalent documentation prepared by a professional heritage consultant. The requirement of a Heritage Conservation Plan may be waived for projects that are minor in scale and do not significantly affect the exterior of the heritage building, at the discretion of the Director of Policy Planning.~~
- ~~A grant will not be provided where work has already been undertaken prior to Council approval;~~
- ~~Final decision on all grant applications that meet the eligibility criteria will be made by Council;~~



Adopted by Council: April 27, 2009
Amended by Council: November 13, 2018
Amended by Council:

- ~~If Council approves the application, the eligible works must be completed before the grant is issued. The following items must be submitted and accepted by City staff prior to the grant's issuance:~~
 - ~~— A letter from the applicant/owner indicating the actual cost of the completed project accompanied by paid bills as proof and a request for payment of the grant;~~
 - ~~— A project completion report from the project manager (e.g., independent contractor who has completed the work) confirming that the work has been completed in accordance with the approved plans and specifications, including a complete list of actual improvements and installation methods. The report must include a copy of written warranties of all applicable work; and~~
 - ~~— Photographs of the completed project; and~~
- ~~The completed works must be inspected and deemed satisfactory by the City staff.~~
- ~~The works covered by the approved grant must be completed within 24 months of the date of the approval by Council. After 24 months from the date of the approval, the grant approval will expire. The Standards and Guidelines for the Conservation of Historic Places in Canada shall be used as a guide in determining eligible expenses. The Standards and Guidelines defines "conservation" as all actions or processes aimed at safeguarding the character-defining elements of a resource to retain its heritage value and extend its physical life.~~

5. Grant Issuance

- If Council approves the application, the eligible works must be completed before the grant is issued.
- For all Planning Project Grants, the following items must be submitted and accepted by City staff prior to the grant's issuance:
 - A letter from the applicant/owner indicating the actual cost of the completed consulting work and a request for payment of the grant;
 - A PDF copy of the planning document(s); and
 - Paid bills and/or invoices.
- For all Conservation Project Grants, the following items must be submitted and accepted by City staff prior to the grant's issuance:
 - A letter from the applicant/owner indicating the actual cost of the completed project accompanied by paid bills as proof and a request for payment of the grant;
 - A project completion report from the project manager (e.g., independent contractor who has completed the work) confirming that the work has been completed in accordance with the approved plans and specifications, including a



Adopted by Council: April 27, 2009
Amended by Council: November 13, 2018
Amended by Council:

- complete list of actual improvements and installation methods. The report must include a copy of written warranties of all applicable work; and
- Photographs of the completed project.
 - The works covered by the approved Project Planning Grant must be completed within 12 months of the date of the approval by Council. After 12 months of the date of the approval, the grant approval will expire.
 - The works covered by the approved Conservation Project Grant must be completed within 36 months of the date of the approval by Council. After 36 months from the date of the approval, the grant approval will expire.
 - For issuance of the approved grant, the completed works must be inspected and deemed satisfactory by the City staff.

5.6. Evaluation Criteria

The following considerations will form the basis for evaluation of grant applications:

- How the proposed work contributes to preserving and enhancing the overall historic fabric and heritage value of Steveston Village;
- The level of contribution of the proposed work in conserving the heritage character and conveying the historic significance of the building;
- How the proposed work helps extend the physical life of the building; and
- The overall quality of the submission and the applicant's ability to carry out the project on a reasonable time-frame at reasonable costs and secure other funding sources.

ATTACHMENT 5

Summary of Heritage Grant Programs

The table presents the findings of a scan of grant programs available for heritage conservation in British Columbia in 2024. It is not an exhaustive list.

Location	Administrator	Name	Description
Vancouver	City of Vancouver	Heritage Incentive Program	Up to \$4m matching grant for properties on the heritage register or designated, of unreinforced masonry. Match up to 50% or \$100 per ft ² , to include seismic upgrade.
	City of Vancouver	Heritage Façade Rehabilitation Program	Up to \$50,000 per street façade for conservation and rehabilitation. Priority to active uses of ground floor spaces, and seismic stabilization of façade components. Matching grants up to 50%.
	Vancouver Heritage Foundation	Heritage Conservation Grants Program	Up to \$25,000 per year for conservation of heritage properties. Funding varies by ownership and heritage protection. Can apply for additional grants, to a five-year maximum. Planning Project and Conservation Project categories. Matching grants up to 50%. Annual funds of \$223,000 from City of Vancouver.
Victoria	Victoria Heritage Foundation	House Grants Program	Up to \$25,000 per year, to maximum of \$30,000 per ten-year period, for conservation of protected heritage houses (designation or covenant). Matching grants up to 50%. Additional \$1,500 possible for professional fees and \$15,000 for seismic retrofit. Annual funding from City of Victoria.
	Victoria Civic Heritage Trust	Building Incentive Program	Up to \$100,000 per ten-year period for protected non-single-family-house buildings for façade restoration, structural, building code upgrades and other rehabilitation. Up to \$5,000 for planning and design costs. Matching grants up to 50%. Funded by City of Victoria.
	Victoria Civic Heritage Trust	Parapet Incentive Program	Up to \$200,000 per ten-year period for seismic upgrades for parapets, building fronts. Up to \$4,500 for professional structural engineer assessment and design.

Location	Administrator	Name	Description
			Co-funded grants up to 75%. Funded by City of Victoria.
Nanaimo	City of Nanaimo	Heritage Façade Grant Program	Up to \$10,000 per street-facing façade for heritage buildings in the Downtown Heritage Conservation Area for façade enhancements and conservation. Matching grants up to 50%.
	City of Nanaimo	Heritage Home Grant	Up to \$2,500 for residential buildings on the heritage register for structural and exterior conservation. Conservation covenant to be registered on title. Matching grants up to 50%.
Kelowna	Central Okanagan Heritage Society	Heritage Grants Program	Up to \$12,500 for exterior conservation and foundation work. Funding varies for heritage designated and heritage register properties. Matching grant up to 50%. Annual funds approximately \$35,000 from City of Kelowna.
Vernon	City of Vernon	Heritage Retention Grant Program	Up to \$500 per year for properties on the heritage register for exterior conservation and repairs. Matching grants up to 50%.
	City of Vernon	Heritage Restoration Grant Program	Up to \$5,000 for properties on the heritage register for exterior restoration, foundation and roof work. Possible additional \$3,000 after 5 years. Matching grants up to 50%.
Langley	Township of Langley	Heritage Building Incentive Program	Up to \$10,000 per grant for exterior conservation and structural work, also seismic upgrade and accessibility improvements for public-use buildings. Funding levels from 10% up to 50% matching grant depending on level of heritage recognition and protection.
British Columbia	Heritage BC	Heritage Legacy Fund	Up to \$50,000 for heritage projects, available to non-profit or government entities. Different maximums for four grant streams: Heritage Awareness (\$10,000), Heritage Conservation (\$50,000), Heritage Planning (\$5,000), Indigenous Partnership (\$7,500). Matching grants up to 50%. Funded by \$10m endowment provided by the Province of BC.

**Excerpt from the Minutes to the
Richmond Heritage Commission Meeting**

**Wednesday, November 6, 2024 - 7:00 pm
Microsoft Teams Online Meeting**

Steveston Village Heritage Conservation Grant Program

A memorandum was provided to the Commission with information about the proposed changes to the grant program and background context. Judith Mosley, Heritage Planner, provided an overview, including the following information:

- The purpose of the grant program is to provide financial assistance to property owners for conserving the exterior of 17 protected heritage buildings in the Heritage Conservation Area.
- In January 2021, the Planning Committee considered a staff report that recommended changes to the grant program. Following discussion, the Planning Committee referred it back to staff.
- The Commission discussed the referral in November 2021 and provided comments at that time, which have provided input to the changes now proposed.
- Staff are proposing changes to the program to respond to the referral, and to encourage property owners to take advantage of the program and achieve its goals.
- Additionally, staff are proposing a change to how contributions are made to the grant fund from rezoned sites to help ensure sustainable funding for the program going forward.

In response to the Commission's questions, Ms Mosley provided the following additional information:

- The program is available to each of the protected heritage buildings. It was put in place when the Conservation Area was established. The goal is for the buildings to be restored and contribute to their full potential to the Conservation Area. They are in different states of repair and restoration, both structurally and externally so the program could support projects in different ways.
- Getting the planning done to start a project can be a challenge. Finding the funds to match the grant can also be difficult and take time for owners.
- Four grants have been approved in the past, including two grants to the Richmond Hospital/Healthcare Auxiliary for the historic Steveston Methodist Church, for structural foundation work and then for the exterior restoration work currently underway.
- Eligible work for the grant would be focused on the building and the exterior but can include structural work, such as foundation repair or replacement, seismic strengthening, and roof work to help ensure the long-term future of the building as well as cladding, windows, and exterior elements including landscape elements that are part of the heritage value and character-defining elements of the property.
- An application will be evaluated based on whether it advances the heritage conservation and is in line with the *Standards and Guidelines for the Conservation of Historic Places in Canada*. The heritage conservation plan will form the basis for the conservation approach.

The Commission provided the following comments:

- Projects are costing more and more so increasing the funding share will be helpful and should be implemented as soon as possible.
- Providing upfront funding opportunities to cover consultant work will help get projects started.
- The flexibility to support a range of conservation work as outlined, not just façade work, is important.
- Having a heritage consultant involved to prepare plans upfront can also assist with seeking other funding opportunities for projects.
- Projects can take time to complete so increasing the time available is helpful.
- The two main concerns previously raised by the Commission to earlier proposals were requiring a conservation plan which would add more upfront cost and might discourage applications, and requiring a certain percentage of the grant to go to façade work. These concerns have been addressed.

It was moved and seconded:

That the Richmond Heritage Commission accept the recommended changes to the Steveston Village Heritage Conservation Grant Program in the memorandum dated October 31st.

CARRIED

Subject: Consolidation of Public Compensation for Council Members

Member of Council: Kash Heed

Meeting: Regular (Open) Council

Notice Provided on: January 17, 2025

For Consideration on: January 27, 2025, in accordance with Procedure By-law No 7560

Background

The obligation for elected representatives to disclose their public compensation is rooted in the principles of transparency, accountability, and fostering public trust. By mandating that these officials reveal their earnings, citizens can better understand how taxpayer money is allocated. This openness not only ensures that elected officials receive appropriate compensation but also validates the rationale behind their salaries.

When all remuneration tied to tax funds is reported, it enables the public to examine the compensation structures and confirm that they are commensurate with the officials' duties and performance levels.

Transparency in financial matters can also significantly bolster public confidence in government entities; when citizens observe this openness, they are more inclined to trust their representatives. Furthermore, when elected officials are aware that their financial compensation is subject to scrutiny, they are less prone to engage in self-serving financial behaviors.

This critical information should be readily accessible via official websites, reports, or other platforms, allowing the public to easily review the compensation details of their elected officials.

At present, it is exceedingly difficult for both the public and the media to ascertain the exact amount each elected official receives in terms of base salary, stipends, per diems, allowances, retainers, benefits, and expense reimbursements.

Disclosure requirements aim to cultivate a culture of transparency and accountability to ensure that elected officials prioritize the interests of the communities they represent.

Motion

1. THAT the City of Richmond prepare a comprehensive annual financial report that details the total compensation received by Richmond Council members who serve on regional or provincial organizations, including but not limited to EComm911, Municipal

Finance Authority, TransLink, and Metro Vancouver, and that this report be made accessible to the public; and,

2. THAT the annual financial report provides a complete itemization of each Council member's base salary and benefits, as well as per diems, stipends, allowances, retainers, expense reimbursements, and any other compensation associated with their roles.



To: Planning Committee

Date: December 12, 2024

From: John Hopkins
Director, Policy Planning

File: 08-4403-03-07/2024-Vol
01

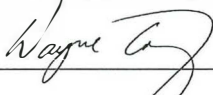


Re: Referral Response: Bylaw 9861 – Greenhouses with Concrete Footings

Staff Recommendation

That the report entitled “Referral Response: Bylaw 9861 – Greenhouses with Concrete Footings”, dated December 12, 2024, from the Director, Policy Planning, be received for information.

John Hopkins
Director, Policy Planning
(604-276-4279)

JH:
Att. 1

REPORT CONCURRENCE		
ROUTED TO: Development Applications	CONCURRENCE <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER 
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

On June 24, 2024, Council made the following referral:

That staff evaluate Bylaw 9861, that restricts concrete footings, and report back to Council.

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

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

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

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

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

5.2 Support the preservation and enhancement of Richmond's Natural environment.

This report responds to the June 24, 2024 Council referral to evaluate Bylaw 9861.

Background

On June 18, 2018, Council adopted Bylaw 9861 for the purpose of protecting high-quality soils for soil-based agriculture by regulating the amount of concrete that can be used in an agricultural building and prohibiting the construction of greenhouses with impermeable floors, footings, and constructions (i.e., sunken into, at, or below the natural grade of the site).

The primary purpose of Bylaw 9861 is to protect and encourage soil-based agriculture in the City of Richmond. Bylaw 9861 was adopted at a time when cannabis production became legalized and there were additional concerns of large concrete floor greenhouses proliferating on agricultural land. Based on current Provincial regulations and the City's Zoning Bylaw, new greenhouses with any amount of concrete flooring are prohibited to be used for cannabis production. Cannabis production is only permitted in the following situations:

- Outdoors in a field;
- Inside a structure with a base consisting entirely of soil; or
- Inside a structure constructed prior to July 13, 2018, that was constructed for the purpose of growing crops, and has not been altered since that date.

To ensure that the new regulations did not create a hardship for farmers, a Council policy was introduced that provided a fast tracked development application process whereby applicants wanting to build a greenhouse with concrete floors or footings may apply to construct these structures, subject to Council approval. Fast tracked greenhouse applications are subject to Council review and approval through a rezoning (i.e., zoning text amendment) application process. These applications have a low fee (\$200), take approximately three (3) months to process and include a fast tracked review by the City's Food Security and Agricultural Advisory Committee (FSAAC). An applicant can apply for a fast tracked application and corresponding building permit application at the same time. The intent is to allow for processing of both applications concurrently, so as to not create a hardship or delays for farmers who legitimately require the use of concrete for their greenhouses.

Since adoption of Bylaw 9861, the City has received only one fast tracked greenhouse development application:

- ZT 24-035934: for a site-specific zoning text amendment to the Agricultural (AG1) zone at 12800 No. 2 Road to permit the use of an 81 m² (872 ft²) greenhouse with concrete footings.

On June 24, 2024, Council granted first reading to Zoning Bylaw 8500 Amendment Bylaw 10567 (ZT 24-035934) and made the referral directing that staff evaluate Bylaw 9861 and report back to Council. Staff received the application on April 2, 2024, and the application was brought to Planning Committee within the 3 month fast-tracked time period.

Analysis

Policy and Regulatory Framework for Greenhouses

The Provincial Ministry of Agriculture's *Food and Fisheries Guide for Bylaw Development in Farming Areas* recommends that bylaws should allow a lot coverage of no less than 75% of a parcel to be occupied by greenhouses. The *Agricultural Land Reserve Use Regulation* identifies farm buildings, including greenhouses, as a permitted farm use, and therefore, a local zoning bylaw cannot prohibit farm buildings and greenhouses in the Agricultural Land Reserve (ALR).

The City of Richmond's Official Community Plan (OCP) identifies soil-based agriculture as a priority, and has a policy stating:

Encourage soil-based farming by regulating the amount of hard surfacing in agricultural buildings, structures, and greenhouses.

In addition, the OCP includes an objective to work with upper levels of government to address agricultural-related issues including:

Improved regulations for non-soil based greenhouses and limiting such structures to area with lower soil class agricultural land (e.g., Class 4 or lower);

Richmond's Agriculture (AG1) zone is consistent with the OCP policy and provincial regulatory framework.

Staff Comments

City Council adopted Bylaw 9861 to encourage soil-based farming by limiting the amount of hard surfacing in agricultural buildings and greenhouses. Given the established OCP policy encouraging soil-based farming, relaxing the current restrictions on hard surfacing in greenhouses may pose a risk to the long-term viability of soil-based farming for the following reasons:

- Greenhouses are permitted on any classification of soil (including Class 1 to 3 – the best soils, which are capable of supporting a wide range of crops).
- Through zoning, greenhouses may have a lot coverage of up to 75% on a parcel based on provincial regulations. The negative impacts of opening avenues for increased greenhouse use with concrete, considering the large area of land they are permitted to occupy, have not been thoroughly considered (soil-based greenhouses occupying up to 75% of the parcel would still be permitted).
- The City's AG1 zoned land located within the ALR has agricultural soil capability classifications that are able to support a wide range of soil-based crops with minimal improvements.

Careful management of existing native soil on farmland is critical to being able to undertake viable soil-based farming over the long-term. Large commercial greenhouses can negatively impact the soil capability of land and limit the ability to undertake soil-based farming in the future. Negative impacts to the native soil and agricultural capability of the land may arise as follows:

- Land and site preparation activities needed in advance of construction of buildings, including removal of existing native soil and required fill activities.
- The actual buildings and structures, concrete slabs/footing, and other infrastructure that become permanent fixtures on farmland with no provision for removal of the structure and site remediation at the end of the building life span.
- Resulting compaction of the underlying sub-soils.

Land preparation works intended to support agricultural buildings and commercial greenhouses typically result in full removal of the native soil to level the site to enable installation of concrete footings and slabs on harder ground to support the building. Native soil removal, in conjunction with construction of agricultural buildings with impermeable surfaces, can also have impacts on stormwater drainage. This may have considerable negative impacts on the agricultural capability of the soil for large areas around the agricultural building unless substantial infrastructure and capital investment is implemented by the farmer to manage on-site drainage.

In the event that an owner/farmer wished to remove agricultural buildings or commercial greenhouses, significant work and investment would be required to revert and remediate the site to allow soil-based agriculture. When building and foundation removal and remediation

activities are completed, the soils are likely to be at a lower agricultural capability when compared to the previous undisturbed soils.

Since Bylaw 9861 was adopted in 2018, there has been one application that has gone through the fast-tracked process for a rezoning to allow a greenhouse to be constructed with concrete or hard surfacing. As there has been a limited number of applications to go through the fast tracked process, updating the existing regulations is not required at this time. The fast tracked process, by nature, is an expedited process with a minimal application fee (\$200), and current processing times and processing costs would not act as a deterrent to farming operations that legitimately require concrete constructions for their farming business.

Options for Consideration

In response to Council's referral and consultation with the Food Security and Agricultural Advisory Committee, staff have prepared three options for Council's consideration.

Option 1: Maintain current regulations, which restrict the use of concrete in greenhouses (recommended).

This option is consistent with City policy that encourages soil-based farming by regulating the amount of hard surfacing in greenhouses. Council approval would be required for farmers wishing to construct a greenhouse with the use of concrete construction, through a fast tracked rezoning application. Staff will continue to monitor the amount of applications for greenhouses with the use of concrete, and can report back to Council if a proliferation of applications are submitted to the City.

Option 2: Amend the AG1 zone to permit greenhouses to use concrete footings, but continue to prohibit concrete floors.

This option enables farmers wishing to construct greenhouses with the use of concrete footings, to proceed directly to a Building Permit application, but would require Council approval for farmers wishing to construct a greenhouse with the use of concrete slabs and concrete floors. Council approval would be required for farmers applying to construct a greenhouse with the use of concrete floors through a fast tracked rezoning application. If there were support from Council on this option, staff would require direction to prepare the necessary bylaw amendments to the Zoning Bylaw.

Option 3: Amend the AG1 zone to permit greenhouses with a cumulative lot coverage equal to or less than 750 m² in total area to use concrete floorings and footings.

This option enables farmers wishing to utilize the use of concrete in greenhouses provided they have a cumulative coverage equal to or less than 750 m² (8,072 ft²) to proceed directly to a Building Permit application. The 750 m² limitation on a concrete floor is what is currently permitted for agricultural buildings and structures, other than greenhouses, within the AG1 Zone. This option would provide consistency amongst the regulations for use of concrete for agricultural buildings within the AG1 Zone. Council approval would be required for farmers applying to construct a greenhouse with the use of concrete floors with a cumulative area

coverage of over 750 m² (8,072 ft²). If there were support from Council on this option, staff would require direction to prepare the necessary bylaw amendments to the Zoning Bylaw.

Food Security and Agricultural Advisory Committee (FSAAC)

The FSAAC met on November 7, 2024 to review and provide feedback on three potential options as they relate to concrete use in greenhouses:

1. Maintain regulations for greenhouses as currently applied;
2. Amend the AG1 zone to permit greenhouses to use concrete footings, but continue to prohibit concrete floors; and
3. Amend the AG1 zone to permit greenhouses with a cumulative lot coverage equal to or less than 750 m² (8,072 ft²) in total area to use concrete floorings and footings.

The Committee considered all three options and the majority supported Option 2 to permit the use of concrete footings in greenhouse. The Committee was not unanimous in this decision as some members supported maintaining the current regulations for greenhouses, and some members supported permitting up to 750 m² (8,072 ft²) of cumulative concrete flooring. Meeting minutes from the November 7, 2024 FSAAC meeting can be found in Attachment 1.

Financial Impact

None.

Conclusion

This report responds to the referral from Council on June 24, 2024, directing staff to evaluate Bylaw 9861, which restricts greenhouses with concrete foundations on agricultural properties and provides a fast-tracked site-specific rezoning process for farmers wanting to use hard surfacing. In consultation with FSAAC, staff prepared three options for Council's consideration, including maintaining current regulations, permitting concrete footings, and permitting concrete floors with a cumulative coverage of up to 750 m² (8,072 ft²). Of these, staff recommend maintaining Bylaw 9861's current regulations as they best support City policy aimed at encouraging soil based agriculture by limiting hard surfacing. Moreover, the fast tracked rezoning process, as currently applied, does not act as a barrier to farmers who legitimately require hard surfacing for their farm operations. Therefore, it is recommended that the AG1 zoning and Council policy be maintained, and this staff report be received for information.



James Hnatowich
Planner 1
(604-247-4911)

JSH:cas

Att. 1: FSAAC Minutes

**Food Security and Agricultural Advisory Committee (FSAAC)**

Held Thursday, November 7, 2024 (7:00 pm)
Microsoft Teams

In Attendance:

Members: Mike Bomford (Chair); Abu Jahangir; Bill McKinney; Lynn Kemper; Cory May, Vida Rose, Leslie Williams, Cynthia Zhou

Non-Members: James Hnatowich (Policy Planning); Steven De Sousa (Policy Planning);

Regrets:

Members: Phil Carriere; Allen Rose;

Non-Members: Councillor Laura Gillanders (Council Liaison); Drew Bondar (Ministry of Agriculture); Mike Bandy (Agricultural Land Commission)

1. Policy 9861 Referral- Greenhouses with Concrete

James Hnatowich, Planner 1, Policy Planning, introduced a referral to evaluate Bylaw 9861, that restricts concrete footings, and report back to Council. Planning Staff provided the following 3 options to be reviewed by FSAAC for comments and considerations:

- Option 1 (Status Quo): This option maintains regulations for greenhouses as currently applied. Individuals wanting to construct a greenhouse with the use of concrete would have to do so through a “fast tracked” application.
- Option 2 (Allow concrete footings): This option amends the AG1 zone to permit greenhouses to use concrete footings, but would require individuals wanting to construct a greenhouse with the use of concrete floors to do so through a “fast tracked” application.
- Option 3 (Permit concrete in greenhouses for a cumulative total area of 750 m²): This option permits the use of concrete for greenhouses with a cumulative area of 750 m² or less, but undermines City Policy encouraging protection of soil based agriculture. Individuals wanting to construct a greenhouse with the use of concrete in excess of 750 m² would do so through a “fast tracked” application.

In response to questions from the Committee, staff provided the following additional comments:

- This referral is coming to FSAAC due to the recent “fast-tracked” application that was completed. Since the City has had an opportunity to work through the process, Council determined now was an appropriate time to revisit Bylaw 9861.
- The City regulates and restricts cannabis production to the fullest extent that is allowed, based on regulations by the Agricultural Land Commission and the Agricultural Land Reserve.
- The 750 m² value listed in Option 3 was provided to be consistent with similar existing regulations the City has for concrete use in agricultural buildings.
- With any option, farm operations requiring the use of concrete in excess of what the option could permit, would still be able to do so through the “fast-tracked” application process pending Council approval.

The Committee discussed concerns over restricting farmer’s ability to grow crops on their land via restrictions on concrete, potential safety concerns restricting concrete footings as concrete footings can provide structural stability to greenhouses, and expressed concerns over the possibility of having abandoned greenhouses with concrete floors not being removed.

The Committee passed the following motion:

That the Food Security and Agricultural Advisory Committee support Option 1 (Status Quo) maintaining regulations for greenhouses as currently applied.

*Defeated
With Cynthia Zhou and Abu Jahangir in favour*

The Committee then passed the following motion:

That the Food Security and Agricultural Advisory Committee support Option 2 which would permit the use of concrete footings in greenhouses.

*Carried
With Cory May abstained and Lynn Kemper and Bill McKinney opposed*



City of Richmond

Report to Committee

To: Public Works and Transportation Committee **Date:** December 12, 2024
From: Lloyd Bie, P. Eng.
 Director, Transportation **File:** 10-6450-15-01/2024-Vol 01
Re: **Proposed Speed Mitigation Measures on Dyke Road and London/Princess Area**

Staff Recommendations

1. That Option 2 to reduce the posted speed limit on Dyke Road from 50 km/h to 30 km/h as described in the staff report titled "Proposed Speed Mitigation Measures on Dyke Road and London/Princess Area, dated December 12, 2024 from the Director, Transportation be endorsed;
2. That Option 3 to implement the physical traffic calming measures as described in the staff report titled "Proposed Speed Mitigation Measures on Dyke Road and London/Princess Area, dated December 12, 2024 from the Director, Transportation be endorsed; and
3. That Traffic Bylaw No. 5870, Amendment Bylaw No.10623, to revise the posted speed limit be introduced and given first, second and third readings.

Lloyd Bie
 Lloyd Bie, P. Eng.
 Director, Transportation
 (604-276-4131)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Engineering	<input checked="" type="checkbox"/>	<i>Debra Zwaan</i>
Public Works	<input checked="" type="checkbox"/>	
RCMP	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
Richmond Fire-Rescue	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: <i>LB</i>	APPROVED BY CAO <i>Severin</i>

Staff Report

Origin

At the May 28, 2024 Parks, Recreation and Cultural Services Committee, the following referral motion was moved and seconded:

That staff investigate the process to reduce the motor vehicle speed to 30km/h along Dyke Road from No.2 Road to No.5 Road.

Staff also received requests from residents on Dyke Road to mitigate observed speeding on the section of Dyke Road between No. 2 Road and No. 3 Road.

This report responds to this referral. The section of Dyke Road between No. 3 Road and No. 5 Road is the subject of a separate report anticipated to be brought forward to City Council in Q1 2025.

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

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

This report supports Council's Strategic Plan 2022-2026 Focus Area #3 A Safe and Prepared Community:

Community safety and preparedness through effective planning, strategic partnerships and proactive programs.

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

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

Analysis

To assess the need and support for speed mitigation measures, staff undertook the following:

- Speed studies;
- Reviewed collision data; and
- Conducted a public engagement process to receive feedback from the neighbourhood.

Existing Traffic Conditions

Study Area

The study area in Figure 1 focused on the section of Dyke Road between No. 2 Road and No. 3 Road. The roads within this study area are classified as local roads. The default speed limit in the study area is 50 km/h which is the typical speed limit throughout Richmond.



Figure 1: Study Area

Speed Study and Collision History

Further to the request by residents for speed management, staff conducted a traffic study to assess the site conditions and quantify any operational and safety related concerns on Dyke Road including:

Speed Studies: Speed studies were conducted on Dyke Road from March 5 to March 12, 2024. The results indicated an average speed of 51 km/h with 85 per cent of the traffic travelling at or below 60 km/h.

Collision History: The most recent five-year ICBC collision data (2019-2023) recorded 28 vehicle collisions over a five year period on this section of Dyke Road. No incidents involved a pedestrian or cyclist and none of the collisions were related to speeding.

Neighbourhood Engagement

Resident Information Session

Staff held a meeting with area residents on Wednesday, September 4, 2024 at the Steveston Community Centre. Twenty-one residents attended the session. The results of staff's technical assessment along with potential traffic calming measures were presented for feedback.

Stakeholder feedback at the meeting indicated support for:

- 30 km/h speed limit on Dyke Road to support pedestrian crossing movements.
- Expansion of the proposed 30 km/h speed zone within the London/Princess neighbourhood.
- Installation of a raised crosswalk and speed cushions on Dyke Road.

Resident Survey

Residents were surveyed from September 10 to October 20, 2024 to seek feedback on speed limit reduction and interest in potential traffic calming measures.

The engagement process included a Let's Talk Richmond online survey and a letter mail out to 258 discrete addresses in the study area. A total of 137 responses (87 by mail and 50 online) were received for a 53 per cent response rate. Results of the resident survey are summarized in Table 1 below.

Table 1: Resident Survey Feedback

Topic	Survey Results
30 km/h Speed Limit	<ul style="list-style-type: none"> • 71% (97/137) of respondents supported reducing the existing 50 km/h posted speed limit to 30 km/h on all roads in the neighbourhood.
Physical Traffic Calming Measures	<ul style="list-style-type: none"> • 80% (110/137) of respondents supported traffic calming measures.
Combined Approach (30 km/h Speed Limit & Physical Traffic Calming Measures)	<ul style="list-style-type: none"> • 64% (88/137) of respondents were in favour of 30km/h speed limit and physical traffic calming measures.
Additional Traffic-related Feedback	<ul style="list-style-type: none"> • 13% (18/137) of respondents were not in favour of any speed mitigation measures in the neighbourhood.

Speed Management Options

Option 1: Status Quo

While the traffic study and accident data do not support operational changes in the study area, there is a demonstrated desire by a majority of respondents for speed interventions on Dyke Road. As such, staff do not recommend this option.

Option 2: 30 km/h Speed Limit Reduction (Recommended)

This option responds to the residents' interest in a lower speed limit by installing regulatory 30km/h speed limit signage in place of the current 50km/h speed limit. Comments received indicated support for slower vehicle speeds to improve safety for people walking and cycling.

Based on resident feedback in support of the reducing the posted speed limit (71 per cent of respondents), staff recommend this option. Establishing an enforceable 30 km/h speed limit requires Council approval to amend Traffic Bylaw No. 5870.

Option 3: Physical Traffic Calming Measures (Recommended)

This option proposes installation of two asphalt speed cushions and one raised crosswalk on Dyke Road (Attachment 1). A lower profile speed cushion of 7 cm is proposed for these devices. Lower profile speed cushions and raised crosswalks have been successful in addressing vibration and noise emission. These physical measures are effective at achieving speed reduction on streets with lower speed limits.

Based on resident feedback in support of the combined approach involving physical traffic calming measures (80 per cent of respondents), staff recommend the installation of physical traffic calming measures. Council approval for the implementation of this traffic calming measure is required as a simple majority of all residents in the study area was not achieved (43 per cent).

Next Steps

Should Council endorse the recommended speed mitigation measures, implementation of the 30 km/h speed limit signs will be installed following bylaw adoption. A tab will be added to the new signage for the first month to alert motorists of the changes in the area (Figure 2).



Figure 2: New Sign Temporary Tab

Construction of the traffic calming devices will be undertaken in Q1 2025 as weather permits. A Traffic Advisory notice will also be published on the City's website regarding the speed reduction and traffic calming measures in the area.

This section of Dyke Road is identified for future dike upgrades as part of the City's Dike Master Plans to increase the current flood protection needs in this area. Any speed mitigation works endorsed by Council will be integrated into the future dike upgrade project.

Financial Impact

The total estimated cost to implement two asphalt speed cushions, a raised crosswalk and speed limit signage is \$50,000. Funding will be accommodated within the Council approved 2025 Neighbourhood Traffic Calming Program capital project.

Conclusion

Staff assessed speeding and engaged with local residents on potential speed mitigation measures on Dyke Road between No. 2 Road and No.3 Road. A traffic study indicated that no operational changes are required for the streets within the neighbourhood. However, 71 per cent of survey respondents support reducing the posted speed limit to 30 km/h and 80 per cent of respondents support installing traffic calming measures on Dyke Road. As such, staff recommend amendments to Traffic Bylaw No. 5870 and the implementation of 30 km/h speed limit signs on

December 12, 2024

- 6 -

Dyke Road and the streets within the London/Princess area. Staff also recommend the introduction of two speed cushions and a raised crosswalk on Dyke Road as traffic calming devices.

Vision Zero, TransLink's Transport 2050 plan and the BC Community Road Safety Toolkit support measures to lower vehicle speeds on local roads. Research on vehicle speeds and road safety show strong correlations between lower speeds and improved safety.



Sonali Hingorani, P. Eng.
Manager, Transportation Planning and New Mobility
(604-276-4049)

SH:sh

Att: 1 Proposed Dyke Road Traffic Calming

Proposed Dyke Road Traffic Calming





Traffic Bylaw No. 5870
Amendment Bylaw No. 10623

The Council of the City of Richmond enacts as follows:

- 1. Traffic Bylaw No. 5870, as amended, is further amended by adding the following to Schedule B to Traffic Bylaw No. 5870:

“16. Dyke Road from No. 3 Road to London Road.”

“17. London Road, Princess Street, and Princess Lane”

This Bylaw is cited as “Traffic Bylaw No. 5870, Amendment Bylaw No. 10623”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

Four horizontal lines for signature or date entry.

Approval stamp: CITY OF RICHMOND, APPROVED for content by originating dept. (with signature), APPROVED for legality by Solicitor, LB

MAYOR

CORPORATE OFFICER



Consolidated 5 Year Financial Plan (2025-2029) Bylaw No. 10622

The Council of the City of Richmond enacts as follows:

1. Schedule "A", Schedule "B" and Schedule "C" which are attached and form part of this bylaw, are adopted as the Consolidated 5 Year Financial Plan (2025-2029).
2. Consolidated 5 Year Financial Plan (2024-2028) Bylaw No. 10515 and all associated amendments are repealed.
3. This Bylaw is cited as "**Consolidated 5 Year Financial Plan (2025-2029) Bylaw No. 10622**".

FIRST READING

DEC 09 2024

SECOND READING

DEC 09 2024

THIRD READING

DEC 09 2024

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept. <i>WE</i>
APPROVED for legality by Solicitor <i>LA</i>

MAYOR

CORPORATE OFFICER

SCHEDULE A:
CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2025-2029)
REVENUE AND EXPENSES
(In \$000's)

	2025 Budget	2026 Plan	2027 Plan	2028 Plan	2029 Plan
Revenue:					
Taxation and Levies	327,170	344,693	362,618	381,740	400,681
Utility Fees	172,472	180,055	187,852	196,058	204,573
Sales of Services	61,378	62,740	64,035	65,377	66,699
Provincial and Federal Grants	31,396	23,251	23,747	13,824	13,696
Investment Income	30,636	22,876	21,169	20,371	17,976
Other Revenue	16,528	16,600	16,805	16,945	17,089
Payments In Lieu of Taxes	15,001	15,451	15,914	16,407	16,916
Licenses and Permits	14,014	14,302	14,588	14,895	15,207
Gaming Revenue	11,500	11,500	11,500	11,500	11,500
Developer Contributed Assets	62,803	62,803	62,803	62,803	62,803
Development Cost Charges	16,747	24,410	26,062	20,862	18,380
Other Capital Funding Sources	20,816	16,644	15,186	10,100	10,100
	\$780,461	\$795,325	\$822,279	\$830,882	\$855,620
Expenses:					
Law and Community Safety	171,545	175,447	182,904	191,307	199,810
Parks, Recreation and Culture	86,660	81,442	84,481	86,777	89,155
Engineering and Public Works	78,284	77,707	79,708	81,168	82,760
Planning and Development Services	44,179	31,071	31,989	23,854	24,525
Finance and Corporate Services	34,493	33,735	35,380	35,972	37,219
Corporate Administration	12,924	12,479	12,927	13,335	13,759
Fiscal	30,602	28,463	29,710	31,145	32,811
Debt Interest	3,931	3,931	3,931	3,931	3,931
Utility Budget					
Sanitary Sewer Utility	63,739	66,393	69,238	72,193	75,290
Water Utility	56,046	57,927	60,221	62,561	65,008
Sanitation and Recycling	26,685	26,740	27,394	28,343	29,329
Flood Protection	21,245	21,550	21,871	22,168	22,472
Richmond Olympic Oval Corporation	20,963	21,492	21,942	22,401	22,872
Richmond Public Library	13,058	12,979	13,750	14,089	14,437
	\$664,354	\$651,356	\$675,446	\$689,244	\$713,378
Annual Surplus	\$116,107	\$143,969	\$146,833	\$141,638	\$142,242

SCHEDULE A (CONT'D):

CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2025-2029)
TRANSFERS
(In \$000's)

	2025 Budget	2026 Plan	2027 Plan	2028 Plan	2029 Plan
Transfers:					
Debt Principal	3,710	3,835	3,967	4,103	4,244
Transfer To Reserves	109,720	108,455	112,307	116,979	120,691
Transfer from Reserves to fund Operating Reserve Programs:					
Bylaw 8206	(400)	(400)	(400)	(400)	(400)
Bylaw 8877	(110)	(10)	(10)	-	-
Bylaw 7812 S.1.1.1 (a)	(525)	(525)	(525)	(525)	(525)
Bylaw 7812 S.1.1.1 (d)	(50)	(50)	(50)	(50)	(50)
Bylaw 7812 S.1.1.1 (j)	(357)	(170)	(170)	(170)	(170)
Operating Reserves - Prior Years	(7,125)	-	-	-	-
Transfer To (From) Surplus	(6,363)	11,110	9,798	10,078	9,314
Capital Expenditures - Current Year	156,451	217,755	131,247	145,679	134,086
Capital Expenditures - Prior Years	279,031	276,253	309,762	318,615	319,497
Capital Expenditures - Developer Contributed Assets	62,803	62,803	62,803	62,803	62,803
Capital Expenditures - Richmond Public Library	610	610	610	610	610
Capital Funding	(481,288)	(535,697)	(482,506)	(516,084)	(507,858)
Transfers/Amortization offset:	\$116,107	\$143,969	\$146,833	\$141,638	\$142,242
Balanced Budget	\$-	\$-	\$-	\$-	\$-
Tax Increase	5.86%	4.50%	4.32%	4.42%	4.17%

SCHEDULE B:
CITY OF RICHMOND
5 YEAR FINANCIAL PLAN
CAPITAL FUNDING SOURCES (2025-2029)
(In \$000's)

DCC Reserves	2025	2026	2027	2028	2029
Drainage DCC	3,597	3,422	4,677	6,309	4,927
Parks Acquisition DCC	-	4,703	4,703	4,703	3,762
Parks Development DCC	1,740	3,057	1,740	1,082	1,599
Roads DCC	9,701	11,145	14,437	8,417	6,631
Sanitary DCC	207	658	-	-	-
Water DCC	1,502	1,425	505	351	1,461
Total DCC	\$16,747	\$24,410	\$26,062	\$20,862	\$18,380
Statutory Reserves					
Capital Building and Infrastructure	24,050	69,800	19,226	25,150	27,500
Capital Reserve	15,774	23,010	14,895	19,228	14,959
Capstan Station	300	2,000	-	-	-
Drainage Improvement	4,508	-	-	-	-
Equipment Replacement	5,547	5,964	4,217	5,688	4,054
Flood Protection	20,341	28,430	20,715	22,261	24,441
Sanitary Sewer	5,948	5,987	5,830	5,126	-
Sanitary Sewer BL10401	1,893	7,675	1,000	6,413	7,050
Water Supply	1,100	10,225	900	10,078	12,130
Watermain Replacement	8,704	8,923	8,988	5,811	-
Total Statutory Reserves	\$88,165	\$162,014	\$75,771	\$99,755	\$90,134
Other Sources					
Enterprise Fund	4,325	490	490	490	490
Grant and Developer Contribution	20,816	16,644	15,186	10,100	10,100
Other Sources	22,748	11,888	11,372	11,947	12,715
Rate Stabilization Account	2,460	-	-	-	-
Sewer Levy Stabilization	360	268	300	311	381
Solid Waste and Recycling	400	300	300	300	300
Water Levy Stabilization	430	1,741	1,766	1,914	1,586
Total Other Sources	\$51,539	\$31,331	\$29,414	\$25,062	\$25,572
Total Capital Program	\$156,451	\$217,755	\$131,247	\$145,679	\$134,086

SCHEDULE C:

CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2025-2029)
STATEMENT OF POLICIES AND OBJECTIVES

Revenue Proportions By Funding Source

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

Objective:

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

Policies:

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

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2025.

Table 1:

Funding Source	% of Total Revenue
Taxation and Levies	48.1%
Utility Fees	25.4%
Sales of Services	9.0%
Provincial and Federal Grants	4.6%
Investment Income	4.5%
Payments In Lieu of Taxes	2.2%
Licenses and Permits	2.1%
Gaming Revenue	1.7%
Other	2.4%
Total Operating and Utility Funding Sources	100.0%

SCHEDULE C (CONT'D):

**CITY OF RICHMOND
 CONSOLIDATED 5 YEAR FINANCIAL PLAN (2025-2029)
 STATEMENT OF POLICIES AND OBJECTIVES**

Distribution of Property Taxes

Table 2 provides the 2024 distribution of property tax revenue among the property classes. 2025 Revised Roll figures will be received in late March 2025.

Objective:

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

Policies:

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

Table 2: (Based on the 2024 Revised Roll figures)

Property Class	% of Tax Burden
Residential (1)	57.20%
Business (6)	32.20%
Light Industry (5)	8.62%
Others (2, 3, 4, 8 & 9)	1.98%
Total	100.0%

Permissive Tax Exemptions

Objective:

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

Policy:

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



Development Permit Panel
Wednesday, December 11, 2024

Time: 3:30 p.m.
Place: Remote (Zoom) Meeting
Present: Wayne Craig, General Manager, Planning and Development, Chair
Roeland Zwaag, General Manager, Engineering and Public Works
Milton Chan, Director, Engineering

The meeting was called to order at 3:30 p.m.

MINUTES

It was moved and seconded
That the minutes of the meeting of the Development Permit Panel held on November 27, 2024 be adopted.

CARRIED

1. DEVELOPMENT PERMIT 23-018128
(REDMS No. 7788454)

APPLICANT: Pacific Land Group

PROPERTY LOCATION: 9100 Cambie Road

INTENT OF PERMIT:

To permit the construction of a single-storey building with convenience store and restaurant uses at 9100 Cambie Road on a site zoned "Gas Station Commercial (ZC50) - West Cambie"

Applicant's Comments

Laura Jones, Pacific Land Group, with the aid of a visual presentation (attached to and forming part of these minutes as Schedule 1), provided background information on the proposed development, highlighting the following:

Development Permit Panel Wednesday, December 11, 2024

- the project includes a new building with convenience store and quick service restaurant in addition to the existing gas station;
- the project has been designed to provide accessible pedestrian circulation on the site and accommodates cyclists, electric and regular vehicles;
- the development includes parking stalls for regular, accessible and electric vehicles, and electric vehicle (EV) charging infrastructure;
- bicycle parking is proposed near the quick service restaurant;
- additional landscaping is proposed along the perimeter of the subject site;
- partially underground Molok bins are proposed to enhance the appearance of the development's garbage and recycling area;
- weather protection for pedestrians is incorporated into the commercial building design;
- the convenience store and quick service restaurant are differentiated through variation in the colour scheme;
- a variety of high quality exterior cladding materials are proposed for the building; and
- the roof of the commercial building has been designed to provide visual interest in consideration of the potential midrise building that may be developed in the future on the adjacent property to the east.

Patricia Campbell, PMG Landscape Architects, briefed the Panel on the proposed landscaping for the project, noting that (i) tree planting and landscaping are proposed along both street frontages and along the south and east property lines, (ii) layered planting is proposed at the corners and along the edges of the subject site, (iii) the existing trees on the adjacent property along the east property line will be retained, and (iv) the walkway along the south property line provides pedestrian access to the proposed commercial building.

Staff Comments

Joshua Reis, Director, Development noted that (i) vehicle access to the site is provided from both street frontages, i.e. from Cambie Road and Garden City Road, (ii) two existing vehicle accesses are being removed to improve the condition of the development's street frontage, (iii) pedestrian access is provided from both street frontages from the City's sidewalk to the entrances of the building through a 1.5-metre wide accessible path, (iv) there is a Servicing Agreement associated with the project which includes the installation of new sidewalk, grassed/treed boulevard, and new raised centre median along Cambie Road and new sidewalk, grass/treed boulevard, pedestrian lighting, bicycle path and new water main along Garden City Road, and (v) staff have worked with the project's Landscape Architect to install 10 additional replacement trees on the subject site.

Development Permit Panel

Wednesday, December 11, 2024

Panel Discussion

In reply to queries from the Panel, the applicant noted that (i) the proposed lighting for the site is directed to and contained within the subject site to avoid light pollution onto adjacent residential properties, (ii) there is an existing fence along the south and east property lines which will be retained, (iii) opaque spandrel glass is proposed to be installed along the east side of the commercial building, (iv) there is no direct pedestrian access to the back (east side) of the building and security cameras will be installed throughout the site including at the back of the building, (v) access controls to the rear of the building could be integrated into the landscaping if required in the future, (vi) the fuel tank vent stacks are proposed to be located in the new landscaped area along the south side of the property and are fully screened by landscaping, (vii) the rooftop ventilation system includes scrubbers that mitigate odour from restaurant operations, and (viii) the enclosures for the rooftop mechanical equipment and venting will have a custom design.

Correspondence

None.

Gallery Comments

None.

Panel Discussion

The Panel expressed support for the project, noting (i) the closure of two of the four existing driveways would significantly reduce potential conflict between pedestrians and vehicles, (ii) the applicant's efforts to address concerns raised on the proposed development since rezoning, (iii) the applicant's efforts to address potential adjacency issues, and (iv) the provision of electric vehicle (EV) charging stations in the proposed commercial development.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would permit the construction of a single-storey building with convenience store and restaurant uses at 9100 Cambie Road on a site zoned "Gas Station Commercial (ZC50) – West Cambie".

CARRIED

Development Permit Panel Wednesday, December 11, 2024

2. DEVELOPMENT PERMIT 23-011558

(REDMS No. 7739527)

APPLICANT: Lansdowne Phase 1 Limited Partnership

PROPERTY LOCATION: 5300 No. 3 Road

INTENT OF PERMIT:

To permit the construction of a mid-rise to high-rise mixed-use development with 1,075 residential dwelling units, including 141 Low End Market Rental (LEMR) housing units and 160 market rental housing units at 5300 No. 3 Road on a site zoned "Residential/Limited Commercial (ZMU55) - Lansdowne Village (City Centre)".

Applicant's Comments

Jesse Galicz and Dan Guenter, representing Vanprop Investments Ltd., introduced the project and Marianne Kwok, representing KPF, with the aid of a visual presentation (attached to and forming part of these minutes as Schedule 2), provided background information on the proposed development, highlighting the following:

- the proposed development is the first phase (Phase 1A) of the multi-phase Lansdowne redevelopment project;
Phase 1 includes the development of three parcels, i.e. Parcel 2 which provides a mix of market strata residential housing units and commercial retail units (CRUs),
- Parcel 5 which provides market strata housing units, and Parcel 8 which provides Low-End-of-Market housing units and Market Rental housing units;
- the project's "first 40 feet" approach includes the use of light-coloured brick at the base of the building blocks along Alderbridge Way to help create a human scaled and pedestrian-centric design along this frontage;
- the proposed development includes a number of publicly accessible and landscaped pedestrian pathways along the perimeter of the subject site and in between the building blocks; and
- the project's proposed building design and sustainability features including the provision of an on-site Low-Carbon Energy Plant will enable the project to not only meet but exceed the sustainability requirements for the project.

In addition, with the aid of a video presentation (copy on file, City Clerk's Office), Ms. Kwok provided further information on the main features of the proposed development including, among others, the project's site context, history of the site, the buildings' architectural form and character, building elevations, landscaping, and proposed locations for on-site public art.

Development Permit Panel

Wednesday, December 11, 2024

Nastaran Moradinejad, representing PFS Studio, briefed the Panel on the main landscape features of the project, noting that (i) street frontages will be landscaped to provide a soft edge to the subject site, including the installation of stepped and layered planting to provide buffers along the streetscape, (ii) two existing significant trees will be retained to highlight the entrance to the North-South Greenway on Alderbridge Way that will ultimately connect to the future Lansdowne Park, (iii) 253 new trees are proposed to be planted on the site at-grade and on the outdoor amenity areas exceeding requirements, (iv) a multi-use path will be installed along the Alderbridge Way frontage, (v) the East-West Mews along the south side of the subject site is envisioned and designed to prioritize pedestrians and cyclists with limited portions providing vehicle access to the underground parkade, and (vi) common outdoor amenity spaces are proposed on lower and upper levels of the buildings on the three parcels.

Staff Comments

Mr. Reis noted that (i) the proposed development is Phase 1A of the multi-phase Lansdowne redevelopment project, (ii) the development will provide 141 Low-End-of-Market Rental (LEMR) housing units and 160 market rental housing units as part of the first phase of the development which must be completed prior to occupancy of any of the market strata housing units that will also be provided in the development, (iii) the LEMR and market rental housing units will be accommodated in a standalone building on Parcel 8 and will be managed by a non-profit operator, (iv) there is an agreement in place between the developer and the non-profit operator for the ongoing operation and maintenance of the rental units, and (v) the development will provide 409 Basic Universal Housing (BUHJ) units, including 94 percent of the LEMR units and 100 percent of the market rental housing units.

In addition, Mr. Reis stated that (i) there are a number of Transportation Demand Management (TDM) measures that were secured through the rezoning process including, among others, a Transit Pass Program, car-share vehicles and parking spaces and car-share memberships for LEMR and Market Rental housing units, and (ii) there is an extensive Servicing Agreement associated with the proposed development, including, among others, the installation of standard utilities and frontage improvements along the subject site, the design and construction of the North-South Greenway, the East-West Mews, the area along Kwantlen Street, the multi-use path along Alderbridge Way and other proposed publicly accessible pedestrian walkways on the subject site, and upgrades of all intersections along the development frontages including the installation of new left turn lanes on Alderbridge and new traffic signal devices.

Mr. Reis further noted that the Servicing Agreement includes the proposed Lansdowne Linear Park along Lansdowne Road which will be designed in phases and stages as it is implemented.

Development Permit Panel

Wednesday, December 11, 2024

Panel Discussion

In reply to queries and comments from the Panel, the applicant noted that (i) the location of the BC Hydro infrastructure at the southeast corner of Parcel 8 meets the BC Hydro requirements in terms of size and accessibility, (ii) there are a variety of proposed materials and colours in the internal courtyard area of the Parcel 8 building, (iii) the proposed use of light coloured brick at the base of the building on Parcel 8 and on Parcels 2 and 5 is intended to maintain the continuity of materiality for all buildings in Phase 1, and (iv) the applicant is considering using textured concrete for the portions where concrete walls of buildings are at street level to provide visual interest and appropriate plant species will be installed to ensure the long-term maintenance of plantings to screen the concrete walls.

In reply to queries from the Panel regarding the Tree Management Plan for the subject site, the applicant noted that (i) in addition to the two on-site existing trees within Phase 1A, a number of existing trees on the north and south sections of Phase 1A will be retained, (ii) a total of 72 existing on-site trees were identified for removal with 253 trees proposed for planting, (iii) 11 existing City trees along the central boulevard along Alderbridge Way will be removed to accommodate left hand turning bays, and (iv) the replacement trees to be planted on the site would be as large/mature as possible.

In reply to queries from the Panel regarding the proposed Low-Carbon Energy Plant (LCEP) on the roof of the Parcel 5 building, the applicant noted that (i) the plant will be two storeys high and enclosed in a perforated metal screen, (ii) the plant will be designed and constructed at the sole cost of the developer and will be turned over at occupancy to the Lulu Island Energy Company for ownership and maintenance, and (iii) the applicant is working with their acoustic consultant to ensure that the City's required noise mitigation standards to mitigate impact on surrounding residential units will be achieved and the City's Noise Bylaw will be complied with.

In reply to queries from the Panel regarding the installation of public art in Phase 1A, the applicant noted that (i) public art is proposed to be located along the East-West Mews, in particular at the southeast corner of Parcel 2, on the southern facades of Parcels 2 and 5 between the brick colonnades and bays, and on the underside of the bridge that connects the Parcel 2 and Parcel 5 buildings, (ii) other details of the project's Public Art Plan will be determined through a separate public art process, and (iii) the applicant is working on the legal agreement with the future stratas to secure the ongoing maintenance of public art.

It was noted that upon completion of the separate public art process, a General Compliance application could be expected from the applicant to integrate public art in the building design.

Development Permit Panel

Wednesday, December 11, 2024

In reply to queries from the Panel regarding the interim and ultimate condition of the East-West Mews, the applicant noted that in the interim condition of the Mews along the south side of Parcels 2 and 5, there will be full vehicular access through the Mews while the existing mall to the south is still functional to maintain its operational needs. In its ultimate condition, the majority of the Mews will be fully pedestrianized with limited portions of the Mews allowing access to emergency vehicles and vehicles accessing the underground parkades.

With regard to the Mews along the south side of Parcel 8, the applicant noted that in its ultimate condition, a significant portion of the Mews will become a pedestrian zone only and the rest of the Mews providing shared vehicular and pedestrian access.

Correspondence

None.

Gallery Comments

None.

Panel Discussion

Discussion ensued regarding (i) the treatment to the façades of the three buildings, with the Parcel 8 building façade having less variety of materiality and colour in comparison to the building façades on Parcels 2 and 5, and (ii) the need to provide more visual interest to the Parcel 8 building façade.

As a result of the discussion, staff were directed to work with the applicant prior to the application moving forward to Council to investigate opportunities to enhance the treatment to the Parcel 8 building facade in terms of materiality and colour to provide more visual interest.

The Panel then expressed support for the project, noting (i) the applicant's attention to various details in the project, (ii) efforts to design a pedestrian-friendly mixed-use development from an existing auto-oriented commercial development, and (iii) the sustainability initiatives and Transportation Demand Management (TDM) measures associated with the development.

Development Permit Panel
Wednesday, December 11, 2024

Panel Decision

It was moved and seconded

That a Development Permit be issued which would permit the construction of mid-rise to high-rise mixed-use development with 1,075 residential dwelling units, including 141 Low End Market Rental (LEMR) housing units and 160 market rental housing units at 5300 No. 3 Road on a site zoned "Residential/Limited Commercial (ZMU55) - Lansdowne Village (City Centre)".

CARRIED

3. New Business

None.

4. Date of Next Meeting: January 15, 2025

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:47 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Development Permit Panel of the Council of the City of Richmond held on Wednesday, December 11, 2024.

Wayne Craig
Chair

Rustico Agawin
Committee Clerk

Schedule 1 to the Minutes of
the Development Permit Panel
meeting held on Wednesday,
December 11, 2024



9100 CAMBIE ROAD, RICHMOND

● DEVELOPMENT PERMIT PANEL PRESENTATION

December 11, 2024

City of Richmond File: DP 23-018128
PLG File: 19-1831



TABLE OF CONTENTS

- 01 DEVELOPMENT PROPOSAL
- 02 EXISTING SITE CONDITIONS
- 03 PROPOSED SITE RENDERINGS
- 04 PROPOSED SITE PLAN & KEY FEATURES
- 05 WEST AND EAST ELEVATIONS
- 06 NORTH AND SOUTH ELEVATIONS
- 07 PROPOSED ROOF PLAN
- 08 LANDSCAPE PLAN

DEVELOPMENT PROPOSAL

The proposal is to renovate the existing Gas Station. The proposed upgrades include constructing a new 3,264 sq ft building with a 2,004 sq ft convenience store and a 1,260 sq ft quick service restaurant, while retaining the existing gas pumps and adding a new diesel tank area. The proposed site design, covering 12% of the lot, is thoughtfully configured to accommodate pedestrians, cyclists, accessible vehicles, electric vehicles, and traditional gasoline and diesel vehicles.

Zoning

- o Existing: CG2 Zone
- o Proposed: ZC50 West Cambie Zone

Official Community Plan Designation

- o Mixed Use

Lot Area

- o Existing: 2758.80 sq m (0.68 acres)
- o Proposed: 2532.70 sq m (0.63 acres)

Proposed Gross Floor Area

- o Convenience Store: 2,004 sq ft
- o Quick Service Restaurant: 1,260 sq ft
- o Total Building GFA: 3,264 sq ft

Proposed Parking

- o Total Stalls : 16
- o Restaurant: 10
- o Convenience Store: 6

Bicycle Parking

- o Class 1 (long-term): 1
- o Class 2 (short-term): 3

EXISTING SITE CONDITIONS



B NORTH EAST VIEW (CAMBIE RD)
SCALE: 1/8" = 1'-0"



D WEST VIEW (GARDEN CITY RD)
SCALE: 1/8" = 1'-0"



A STREET VIEW (INTERSECTION OF CAMBIE RD AND GARDEN CITY RD)
SCALE: 1/8" = 1'-0"



C SOUTH WEST VIEW (GARDEN CITY RD)
SCALE: 1/8" = 1'-0"

PROPOSED SITE RENDERINGS



B NORTH EAST VIEW (CAMBIE RD)
A-32 / SOLENT



D WEST VIEW (GARDEN CITY RD)
A-32 / SOLENT

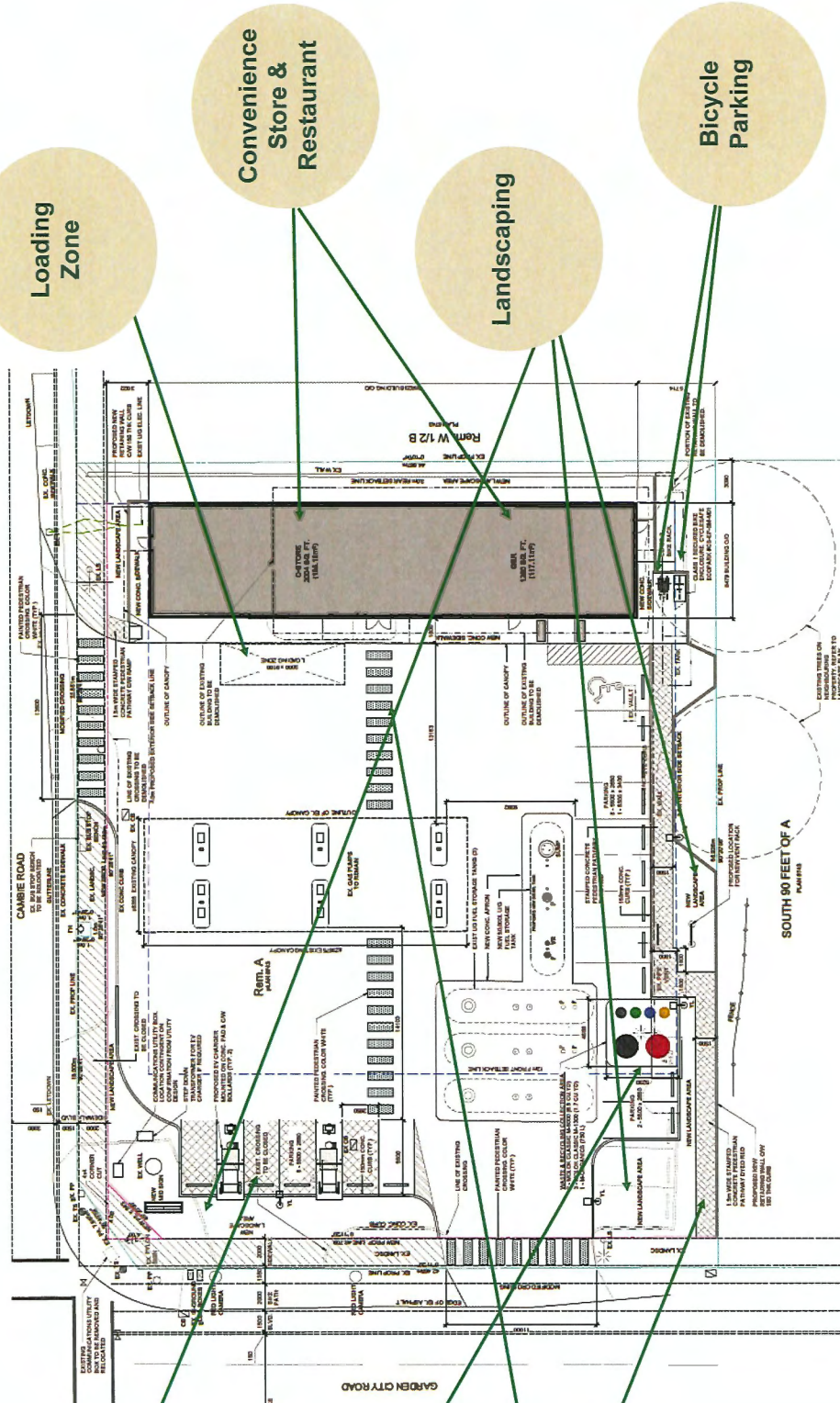


A STREET VIEW (INTERSECTION OF CAMBIE RD AND GARDEN CITY RD)
A-32 / SOLENT



C SOUTH WEST VIEW (GARDEN CITY RD)
A-32 / SOLENT

KEY FEATURES



Loading Zone

Convenience Store & Restaurant

Landscaping

Bicycle Parking

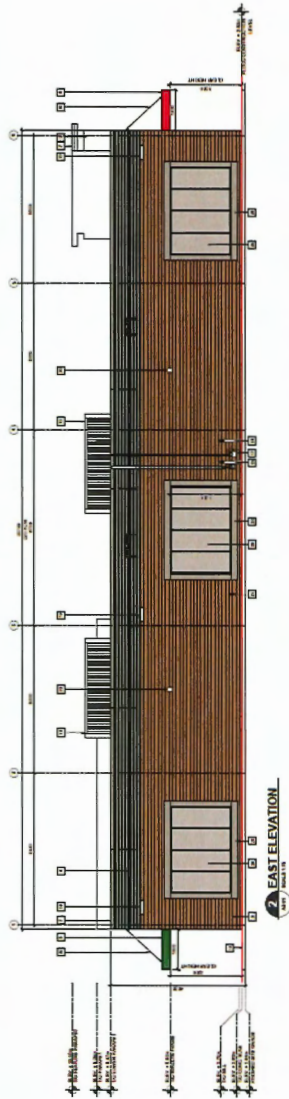
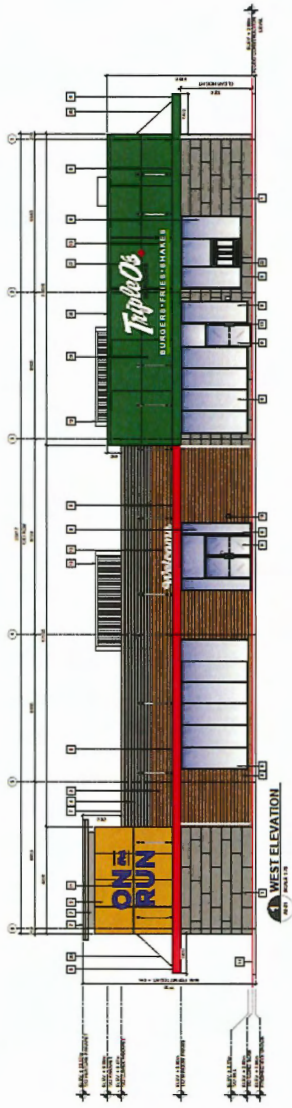
EV Charging Stations

Molok Bin Garbage and Recycling

Added Pedestrian Connectivity

WEST AND EAST ELEVATIONS

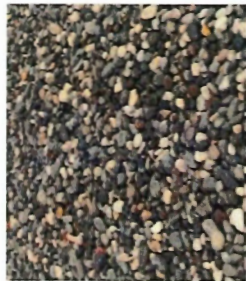
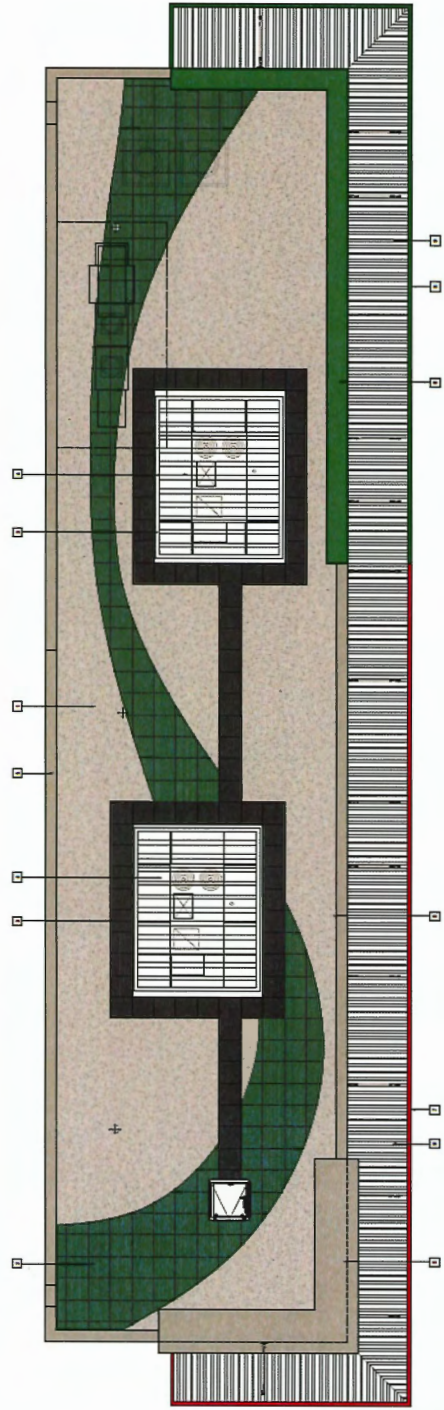
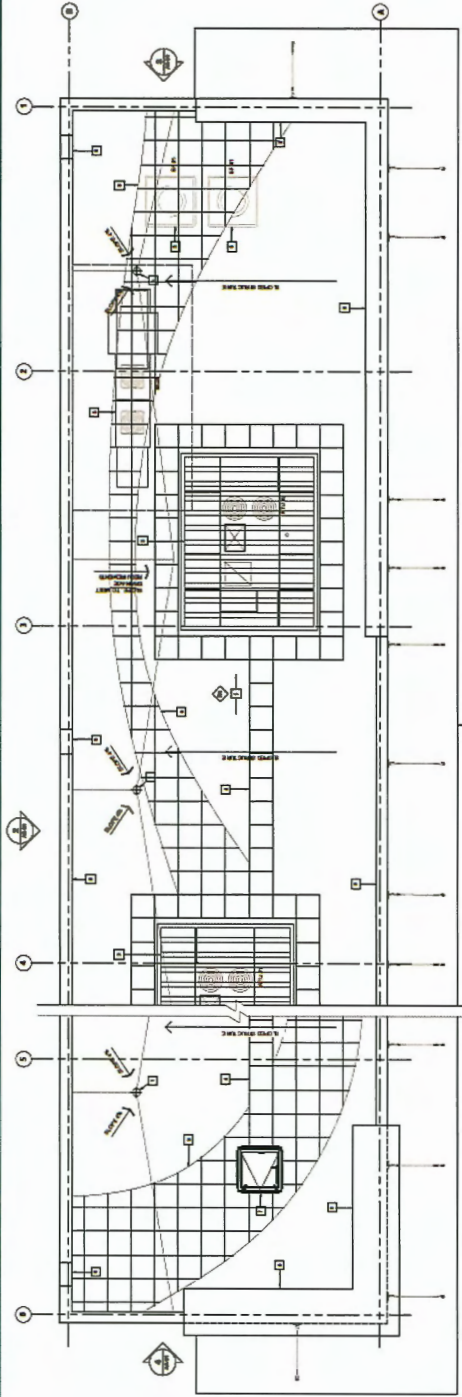
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AERIAL RENDERING

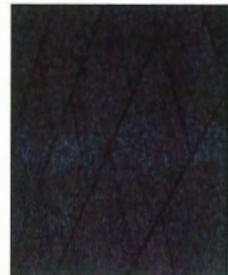
PROPOSED ROOF PLAN



EPDM ROOF MEMBRANE ROCK BALLAST

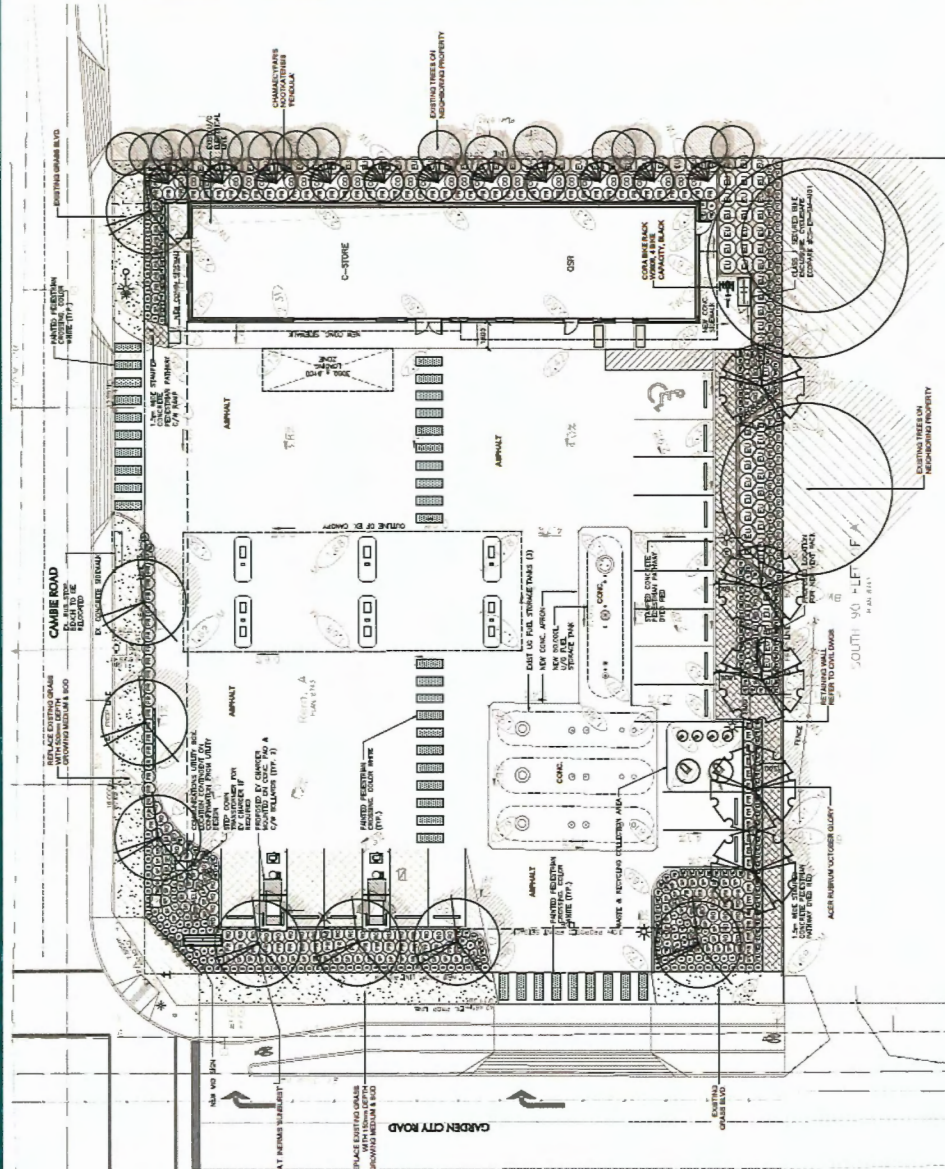


INTERLOCKING RUBBER TILES - COLOR FOREST GREEN



RUBBER TILE WALKWAY - COLOR BLACK

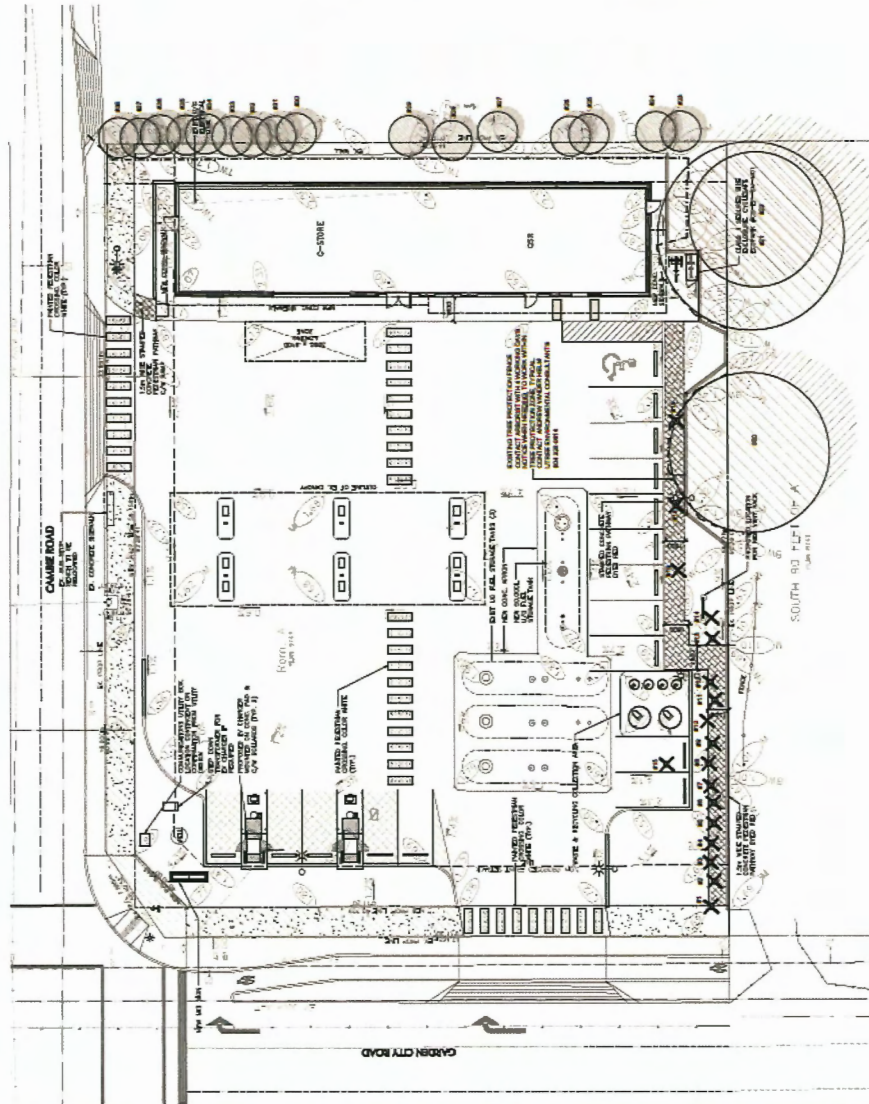
LANDSCAPE PLAN



PLANT SCHEDULE

KEY	QTY	BOTANICAL NAME	COMMON NAME
TREE			
(5)	5	ACER RUBRUM 'OCTOBER GLORY'	OCTOBER GLORY MAPLE
(11)	11	CHAMAECYPARIS NOOTKATENSIS 'PENDULA'	WEeping NOOTKA CYPRESS
(8)	8	GLEDITSIA T. INERMIS 'SUNBURST'	SUNBURST HONEY LOCUST
SHRUB			
(30)	30	CORNUS SERICEA KELSEYII	DWARF REDTWIG DOGWOOD
(86)	86	EUONYMUS ALATA 'COMPACTUS'	COMPACT WINGED BURNING BUSH
(117)	117	PRUNUS LAUROCEASUS 'OTTO LUYKEN'	OTTO LUYKEN LAUREL
(57)	57	ROSA MEIDLAND 'RED'	MEDILAND ROSE, RED; 0.8M MATURE HT
(81)	81	SPIRAEA JAPONICA 'LITTLE PRINCESS'	LITTLE PRINCESS SPIRAEA; PINK
(30)	30	THUJA OCCIDENTALIS 'SMARAGD'	EMERALD GREEN CEDAR
GRASS			
(19)	19	CALAMAGROSTIS ACUTIFLORA 'KARL FOERSTER'	FEATHER REED GRASS
(110)	110	PENNISETUM ALOPECUROIDES 'HADELIN'	DWARF FOUNTAIN GRASS
PERENNIAL			
(92)	92	BERGENIA CORDIFOLIA	HEARTLEAF BERGENIA; ROSE PINK
(67)	67	NEPETA x JR WALKER	DWARF BLUE CATMINT
GC			
(70)	70	POLYSTICHUM MUNITUM	WESTERN SWORD FERN

Tree Management Plan



- X EXISTING TREE TO BE REMOVED
 - EXISTING TREE TO BE RETAINED
 - TREE PROTECTION FENCE
- REFER TO ARCHITECT REPORT

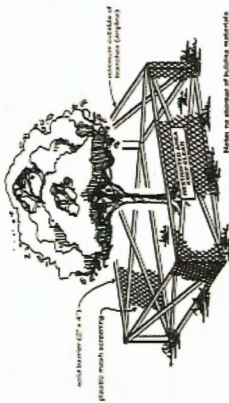


TABLE C3 - TREE PROTECTION DISTANCES

Trunk Diameter	Minimum Protection Required	
	Distances from Trunk	Distances from Trunk
Centimeters	Inches	Meters
20	6	1.2 meters
25	10	1.5 meters
30	14	2.1 meters
35	14	2.1 meters
40	16	2.4 meters
45	16	2.7 meters
50	20	3.3 meters
55	20	3.3 meters
60	24	3.6 meters
75	30	4.5 meters
100	36	5.4 meters
100	40	6.0 meters



THANK YOU

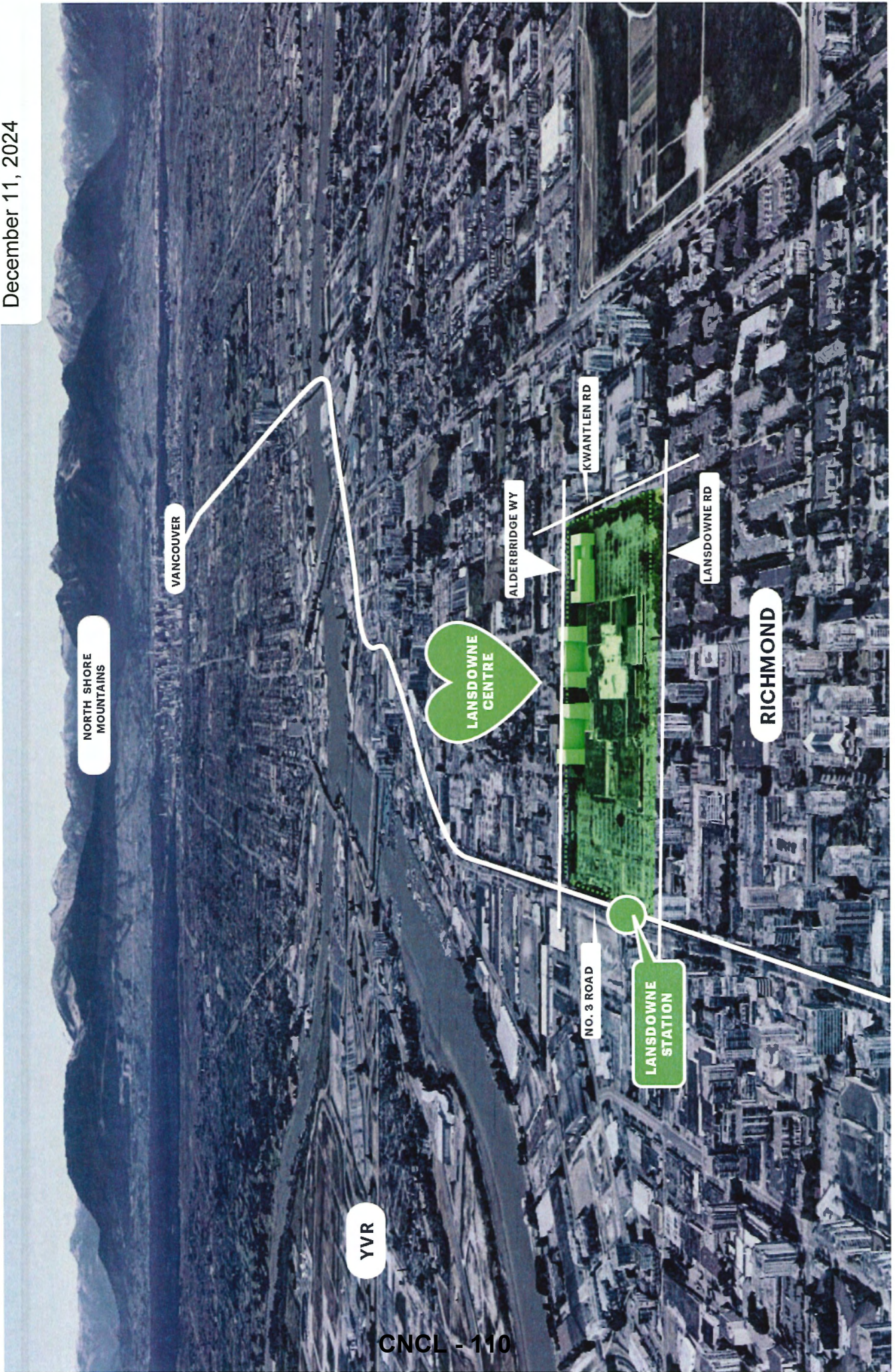
● 9100 CAMBIE ROAD, RICHMOND

December 11, 2024

City of Richmond File: DP 23-018128
PLG File: 19-1831



Schedule 2 to the Minutes of the Development Permit Panel meeting held on Wednesday, December 11, 2024



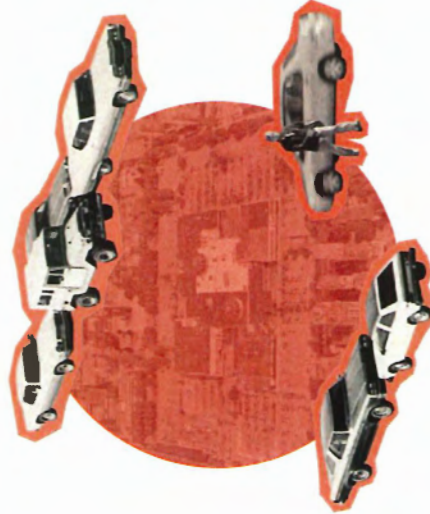
Context & Development



RACETRACK

1924 - 1958

Rural



SHOPPING CENTRE

1977 ...

Asphalt Surface Parking

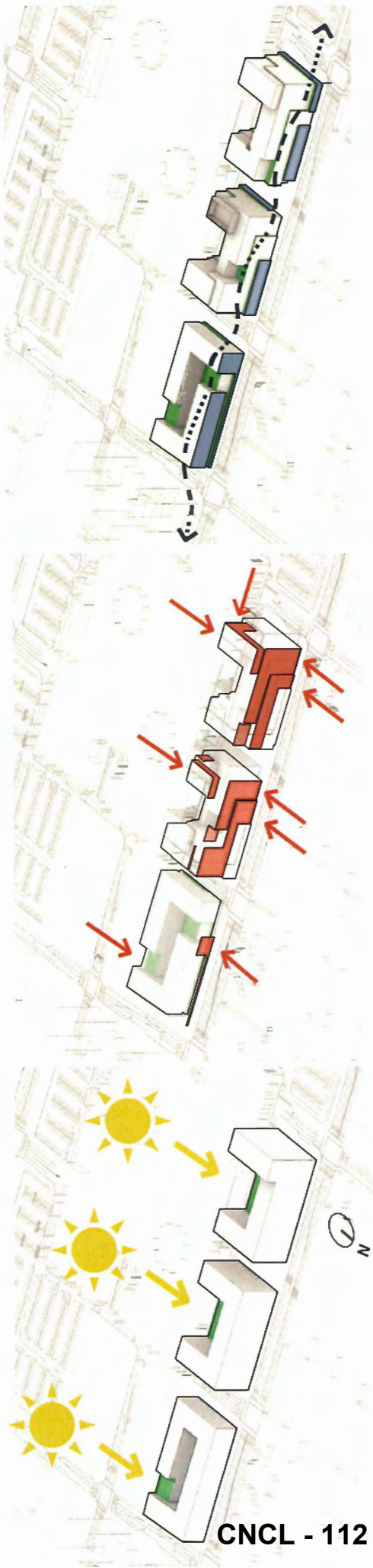


URBAN VILLAGE

2024...

Green, Sustainable, Urban Neighborhood

Breaking Down the Scale



CNCL - 112

Step 1. **CARVE**

- Southern Solar Exposure for Courtyards and Community Spaces
- Mews with a Lower Podium for Pedestrian Comfort

Step 2. **PUSH**

- Alderbridge Frontage Scaled Down with Setbacks
- Setbacks at Varied Heights with Planted Edges

Step 3. **"FIRST 40 FEET"**

- "First 40 Feet" for Human Scale and Pedestrian Centric Design
- Introduce Special Textural Materials at the Pedestrian Level (Brick, Plants, Lighting, Etc.)

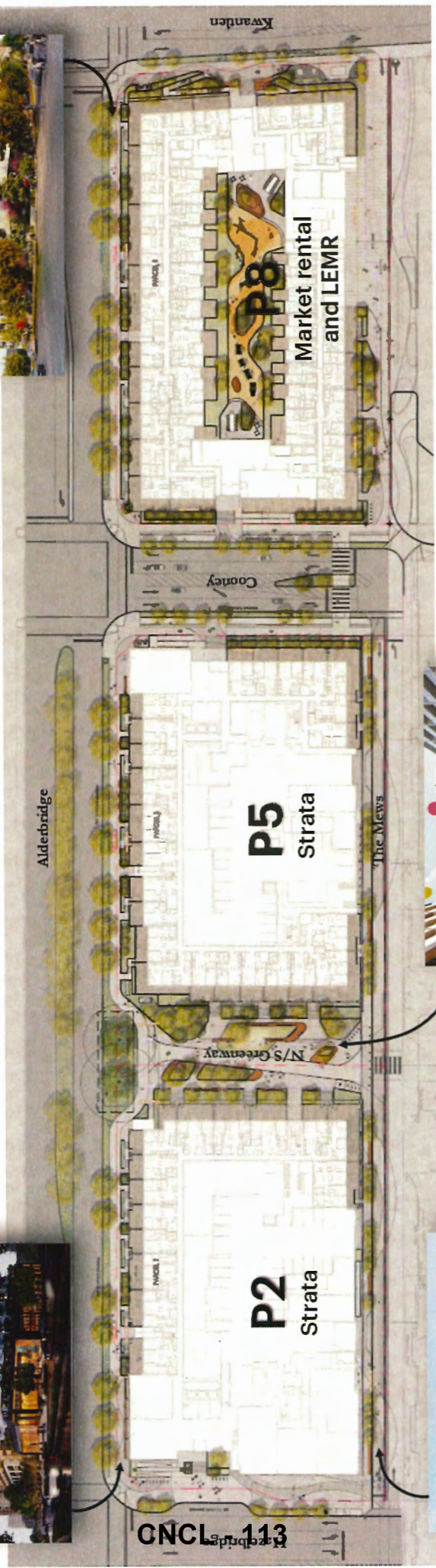
3 Blocks / Public Realm



- Alderbridge**
- Urban Multimodal
 - Active
 - First 40 Feet



- Kwantlen**
- Abundant Planting for Green Pedestrian Experience



CNCL 113



- The Mews**
- Pedestrian Centric
 - Human Scaled



- The Greenway**
- Community Plaza
 - Heritage Pin Oaks
 - Brick Colonnade
 - Art Bridge

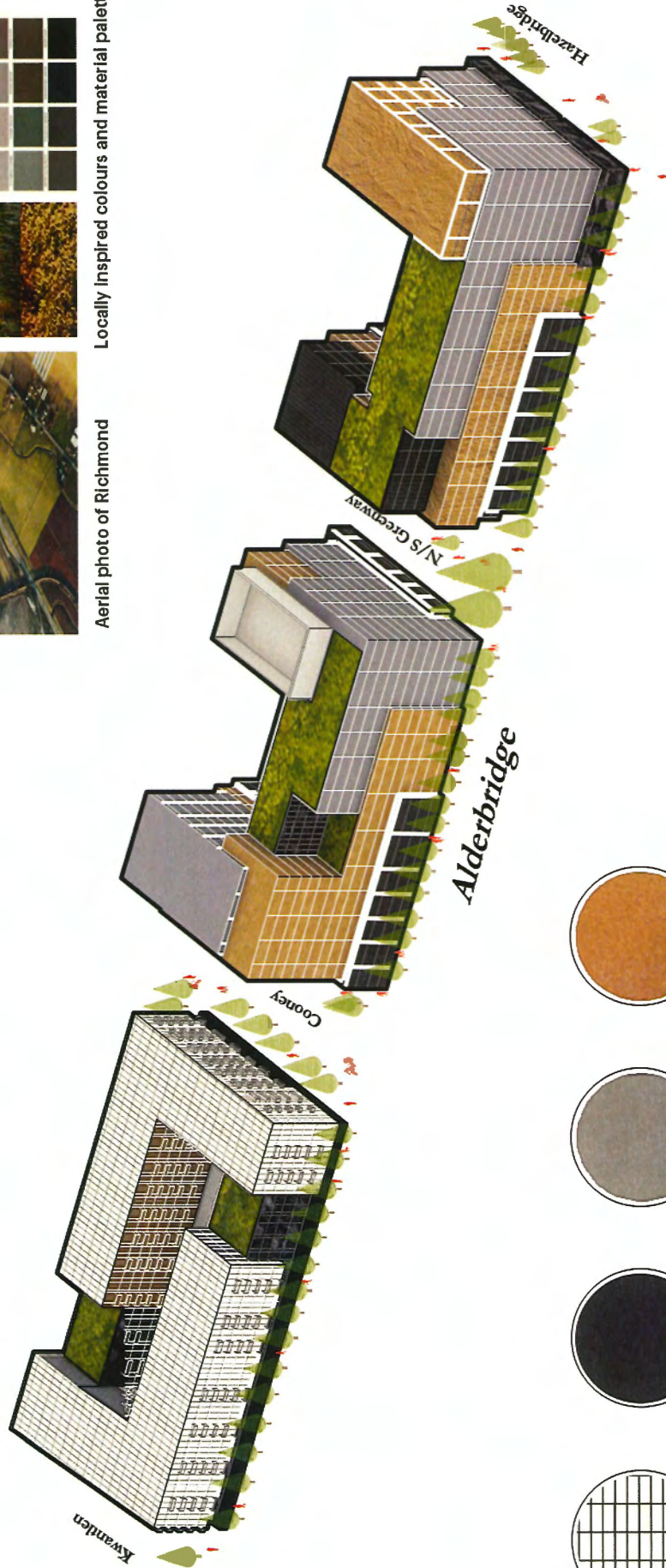
Materiality



Aerial photo of Richmond



Locally inspired colours and material palette



Volumes B
Warm Amber



Volumes A
Concrete Grey



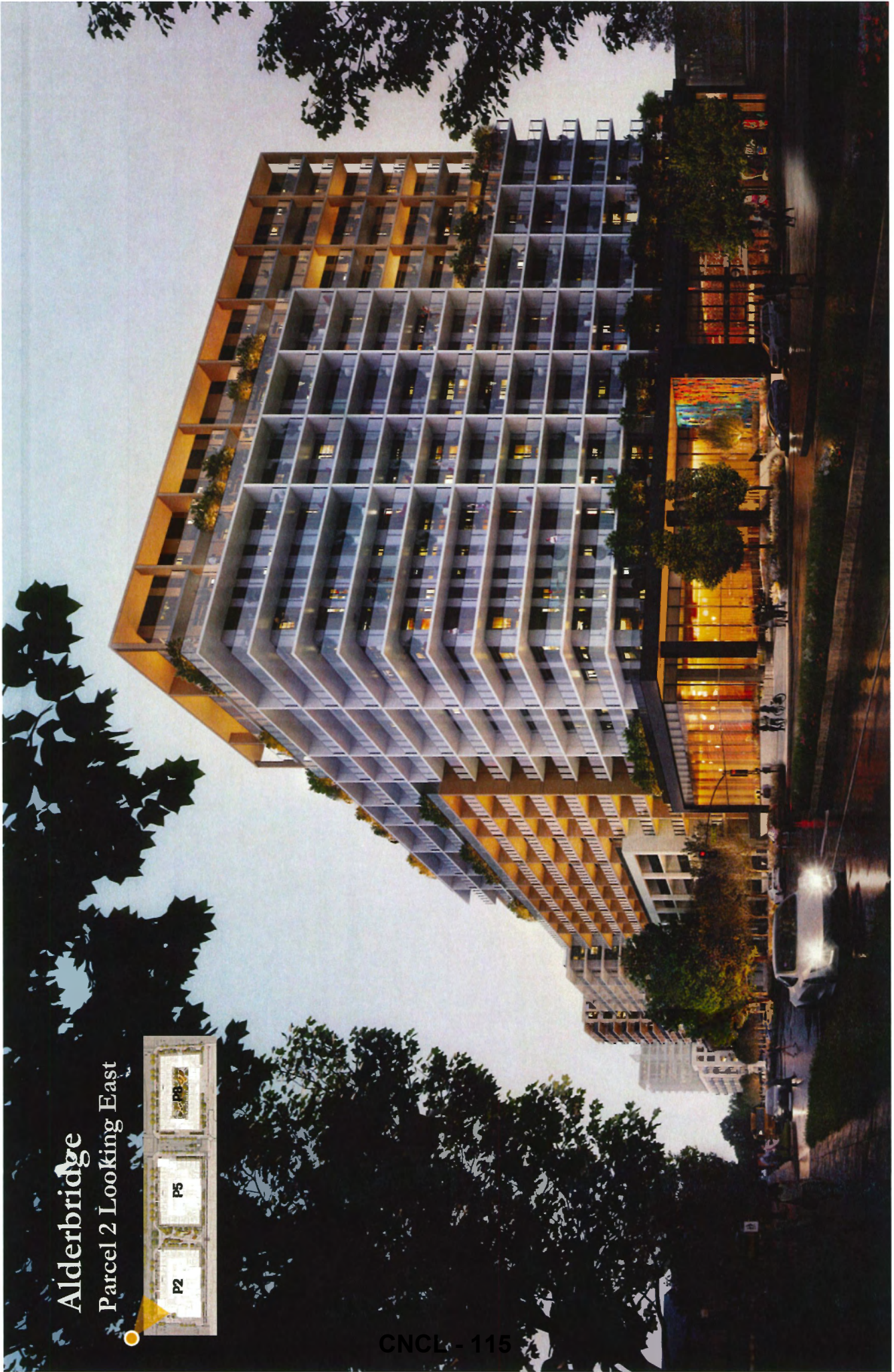
Reveals / Recess
Charcoal



First 40 Feet
White Brick

Alderbridge

Parcel 2 Looking East



Alderbridge Elevation



Setbacks

- Accentuate the Different Volumes to Break up Scale
- Articulated with Different Colours and Railing Details



"First 40 Feet"

- Brick Volumes
- Detailed with Depth and Layering

The Mews

Parcel 2 Looking East



Nature Oriented Community



Site Scale

Pedestrian Green Links



Building Scale

Lush Courtyards



Unit Scale

Planted Balconies



NYS Greenway

P2 P5 P8

Kwantlen
Parcel 8 Looking North



Kwantlen & Alderbridge

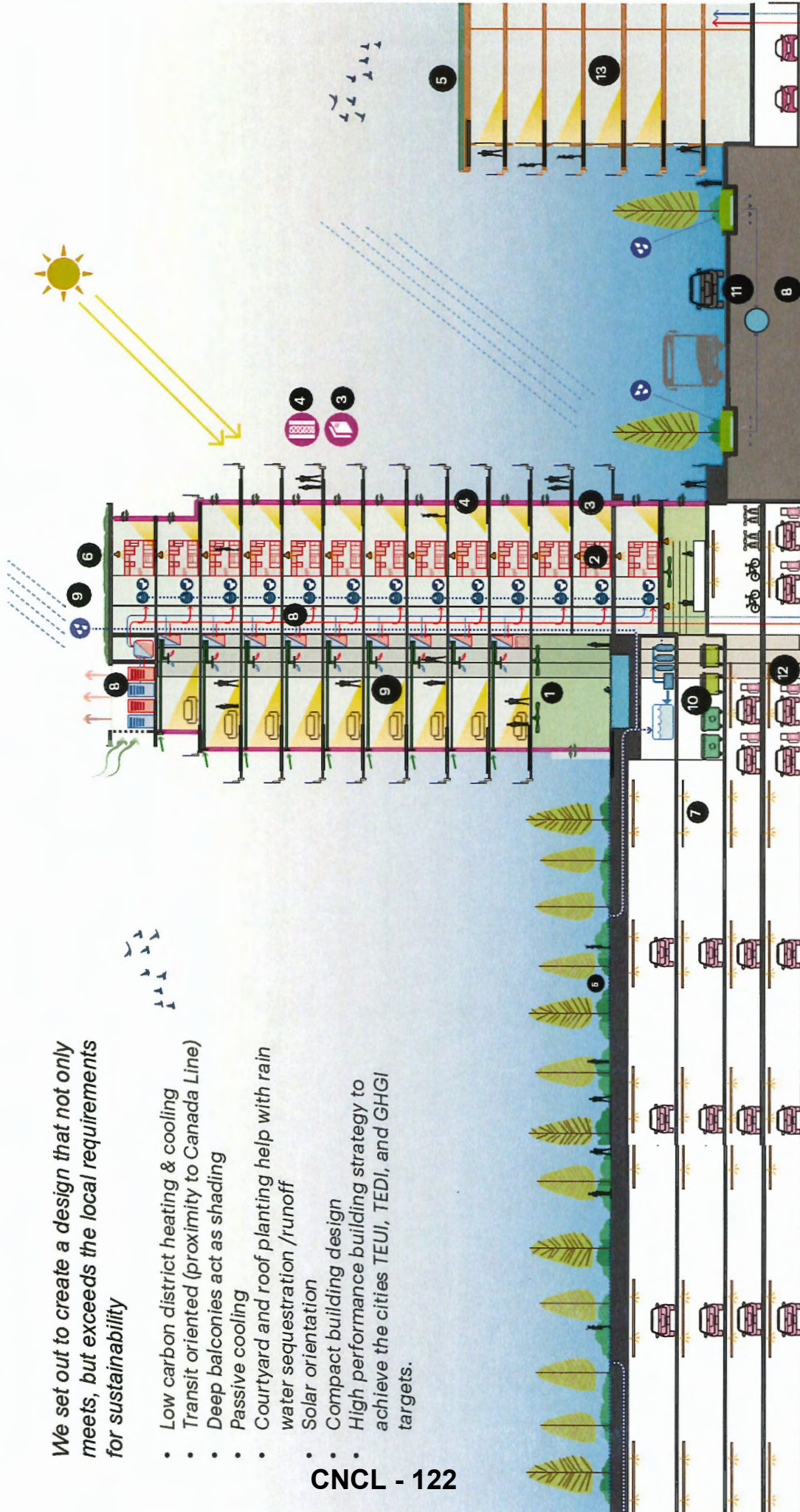
Parcel 8 Looking West



Sustainability

We set out to create a design that not only meets, but exceeds the local requirements for sustainability

- Low carbon district heating & cooling
- Transit oriented (proximity to Canada Line)
- Deep balconies act as shading
- Passive cooling
- Courtyard and roof planting help with rain water sequestration /runoff
- Solar orientation
- Compact building design
- High performance building strategy to achieve the cities TEUI, TEDI, and GHGI targets.

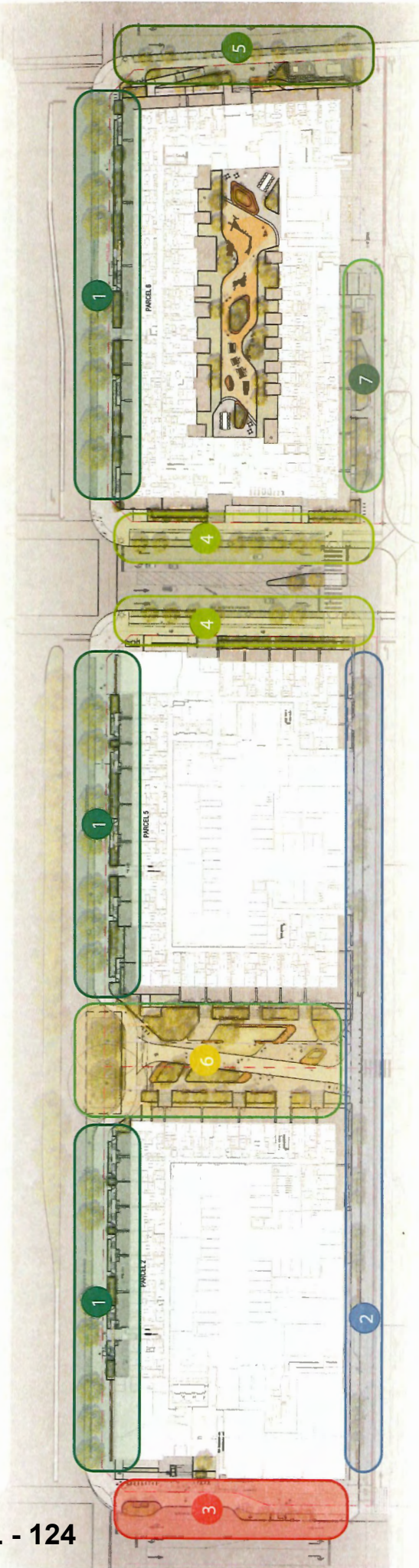




Pedestrian Experience

Planting Design

- 1 Alderbridge Way:
A row of formal street trees defines the street edge, while shade-tolerant smaller or columnar trees, shrubs, and groundcovers create a green screen along the north-facing multi-use path.
- 2 East-west Mews:
The mews feature street trees forming an urban canopy, transitioning from planted boulevards to tree grates near intersections.
- 3 Hazelbridge Way:
Generous boulevard with lush planting and seating edges to activate retail frontage.
- 4 Conney Road:
Tiered planters, a formal tree row, and columnar trees enhance the pedestrian and cyclist experience along Cooney Road.
- 5 Kwantlen Street/Minor North South Green Link:
Diverse plants create a lush, informal frame for the tiered seating and steps.
- 6 North South Greenway:
This zone features diverse native plants, reflecting the site's slough ecology.
- 7 East West Green Link at Parcel 8:
A layered approach to planting functions as both a screen and pedestrian amenity.



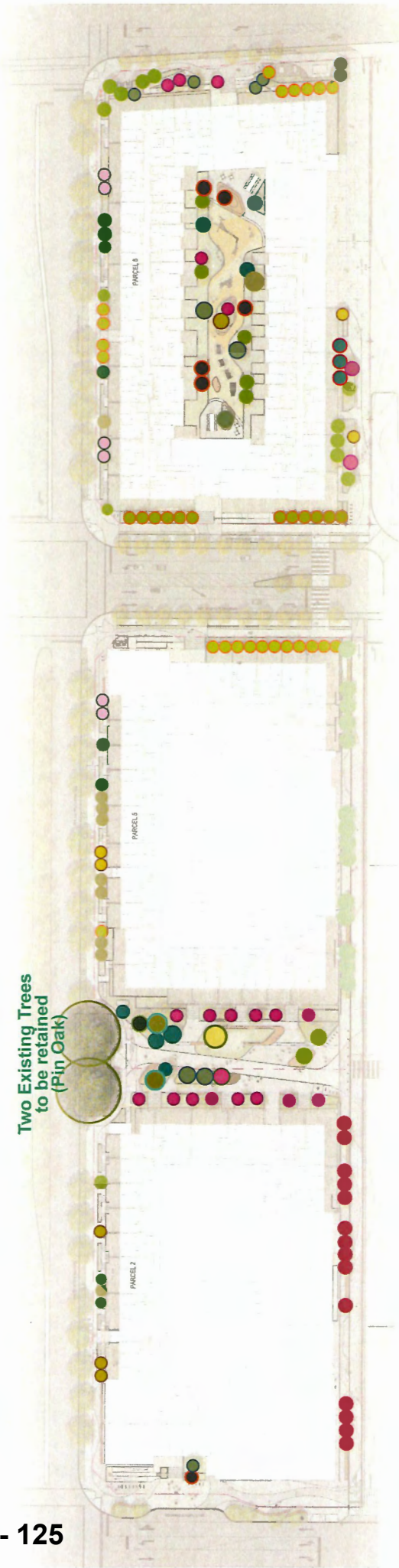
Pedestrian Experience

Planting Design

- Green corridors with a diverse plant palette promote vibrancy and biodiversity.
- Plant material selection is based on criteria such as:
 - Site suitability
 - Seasonality
 - Functionality (e.g., screening and privacy)
 - Aesthetics
- A mix of evergreen and deciduous plants provides seasonal and year-round interest.
- Formal street tree rows frame the site, while trees and shrubs near the building and roof terraces adopt a more informal, organic character.
- Planting character areas enhance sensory complexity and legibility within public realm components.
- Each planting zone features carefully selected plants tailored to its specific conditions.

- RED SUNSET RED MAPLE / ARMSTRONG RED MAPLE
- RIVER BIRCH
- CHINESE / STELLER PINK FLOWERING / PACIFIC DOGWOOD
- DAHYCK GREEN BEECH
- ARNOLD PROMISE WITCH HAZEL
- SLENDER SILHOUETTE SWEETGUM
- BLACK TULIP MAGNOLIA
- PERISHAN IRONWOOD
- YOSHINO CHERRY
- GREEN PILLAR OAK
- MUIR MAACKIA
- CATALPA
- OREGON ASH
- WINE MAPLE
- PALISADE AMERICAN HORNBREAM
- EASTERN REDBUD
- NOOTKA CYPRESS

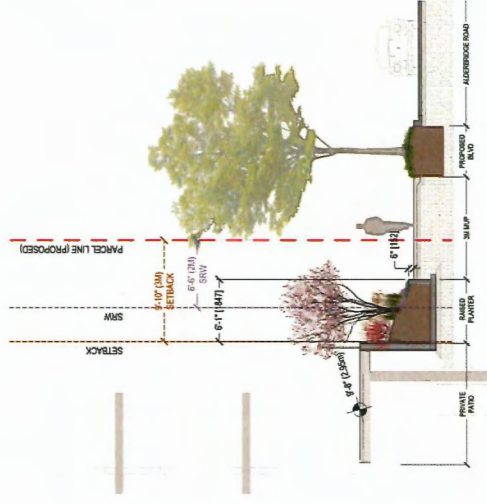
Two Existing Trees to be retained (Pin Oak)



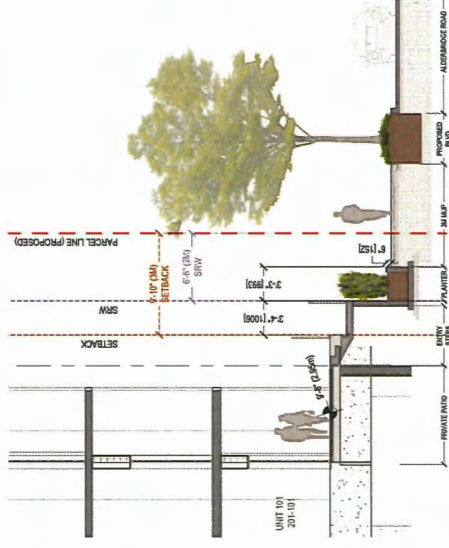
Streets

Alderbridge

- Key gateway corners feature architectural elements that create inviting, recognizable moments.
- Activity, landscape, and street furniture emphasize and highlight focal points and gateways into the site through greenways and green links..
- Architecture and landscape design contribute to wayfinding, mark important corners, and add skyline interest.



Alderbridge Section @ Parcel 5



Alderbridge Section @ Parcel 2



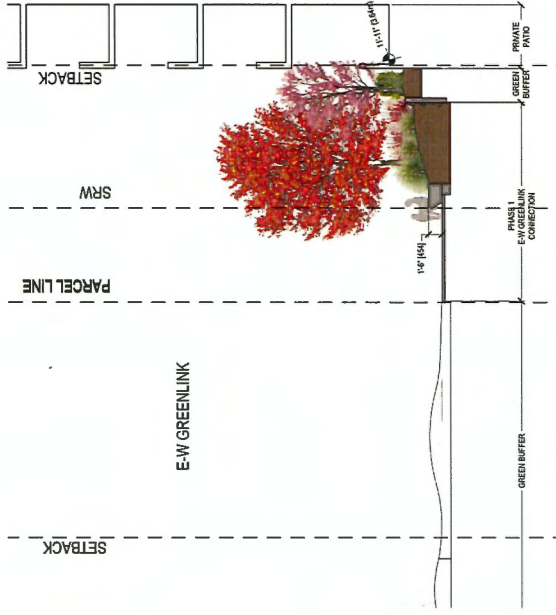


CNCL - 127

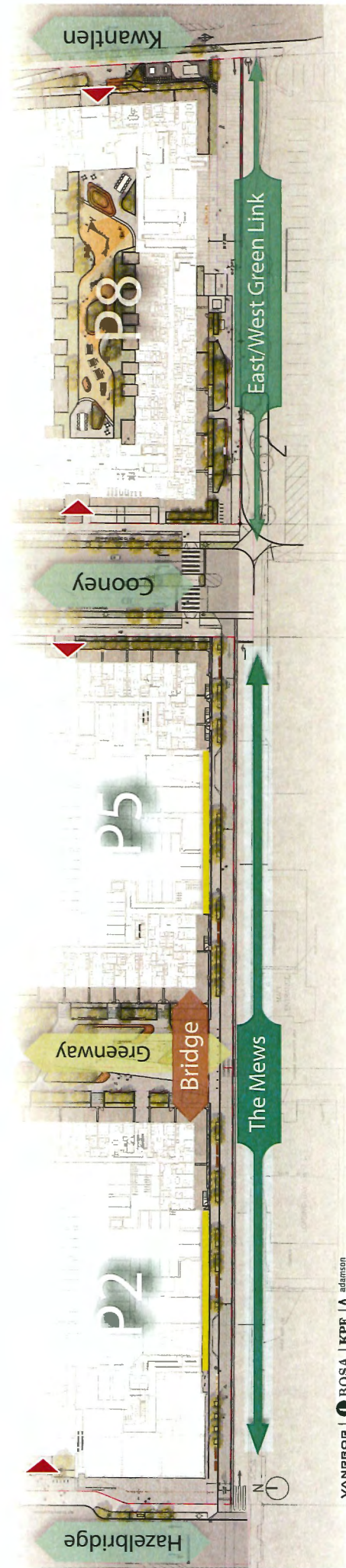
Streets

East-West Mews

- The Mews are located south of P2 and P5, designed as pedestrian-priority zones with limited traffic for parkade access.
- They facilitate loading, vehicular, and bike parking access
- P2 and P5 open to the south with a raised 3rd-floor courtyard above recessed parking and loading areas.
- The south-facing Mews feature residential corners with stoops, parkade and service entrances, and colorful public art mural walls.



East West Green Link

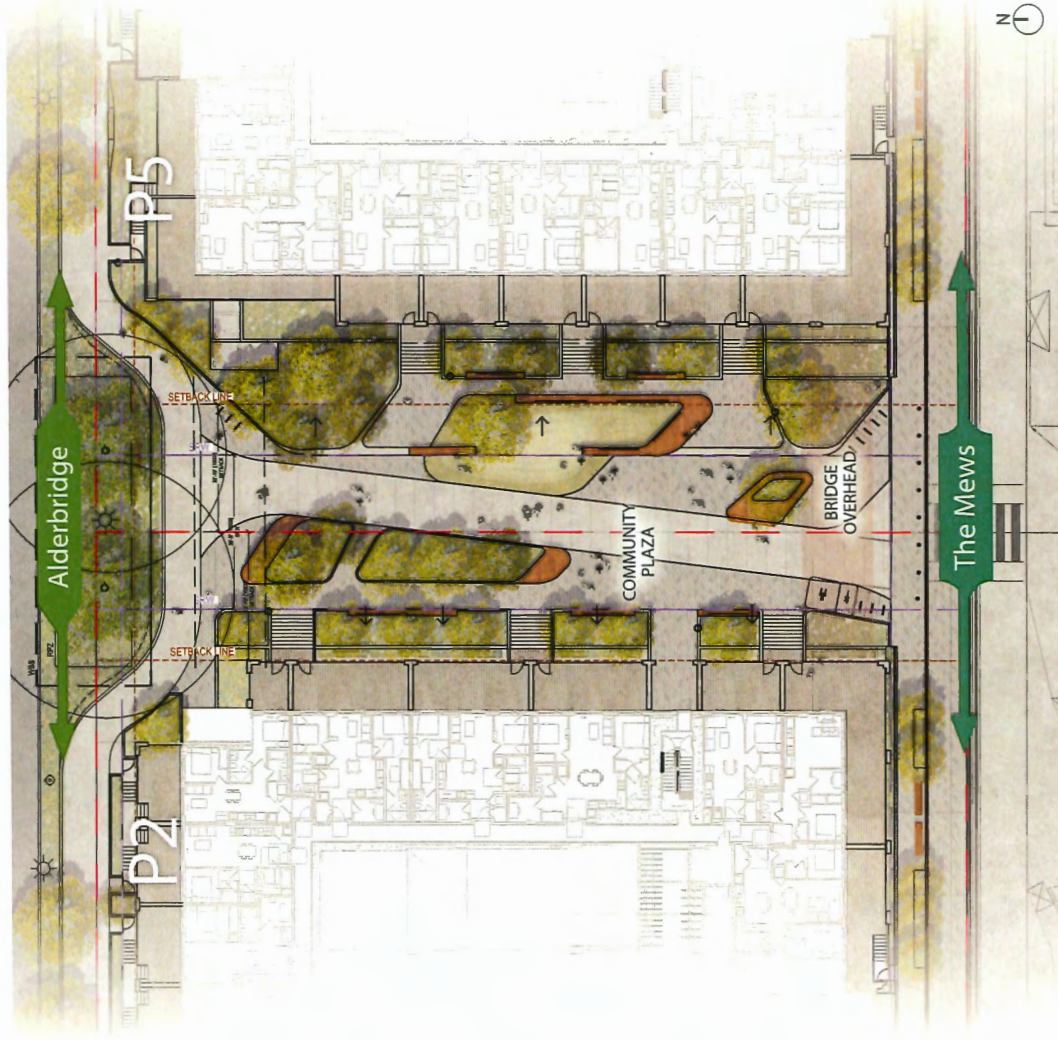




Streets

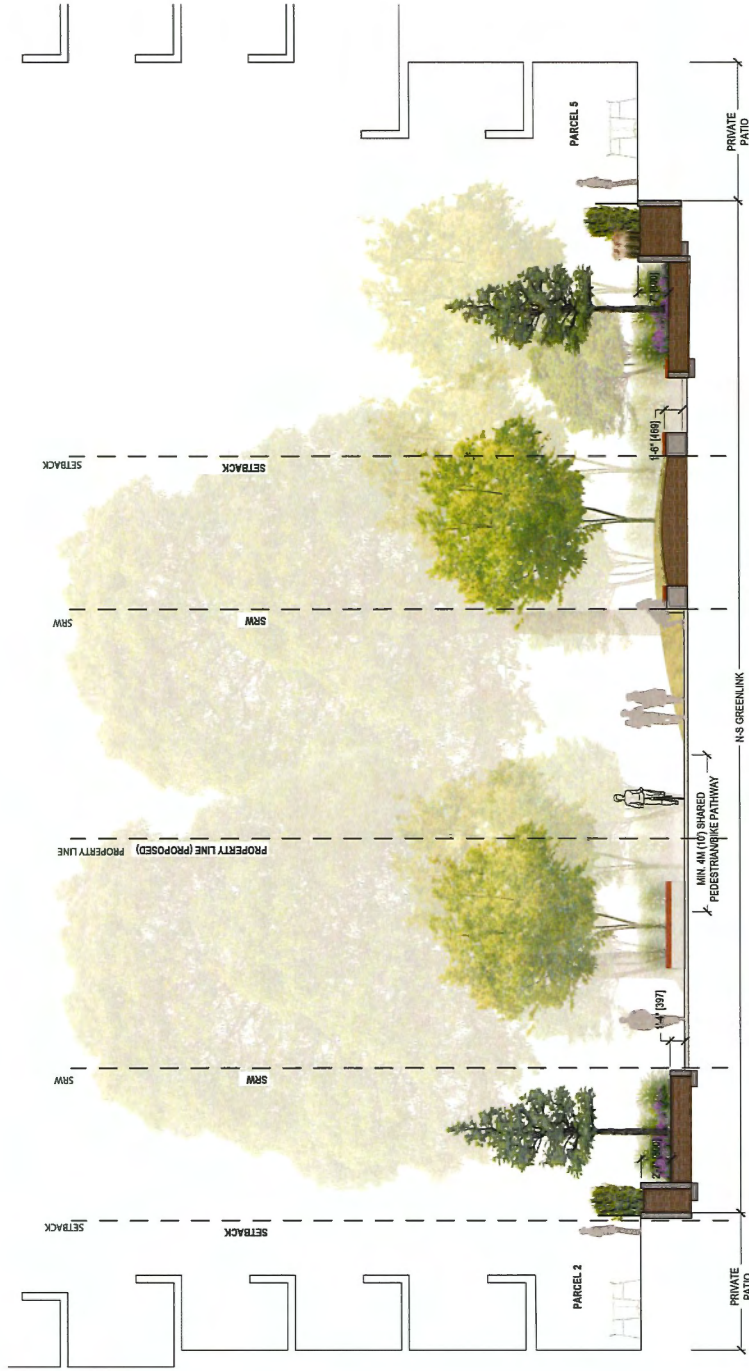
Parcel 2 & 5 North-South Greenway

- The Greenway between P5 and P2, as the main pedestrian gateway into the site, connects Alderbridge south to the future park, focusing on landscape design.
- Spaces for sitting and small group gatherings create a community oriented activated space.
- Public and private areas are clearly delineated through changes in materiality and form.
- Catenary lighting enhances the plaza and supports art installations.
- The Greenway's northern end is marked by two large existing trees, which have been carefully retained and accommodated.



North-South Greenway

Landscape Design - Streetscape

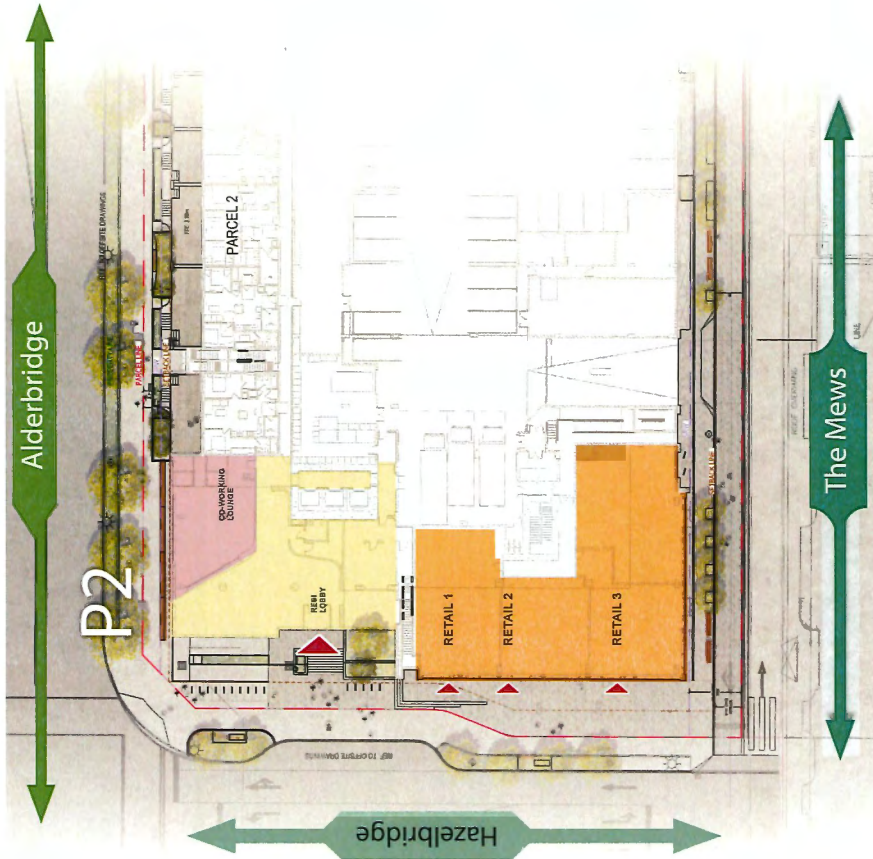


Greenway Section

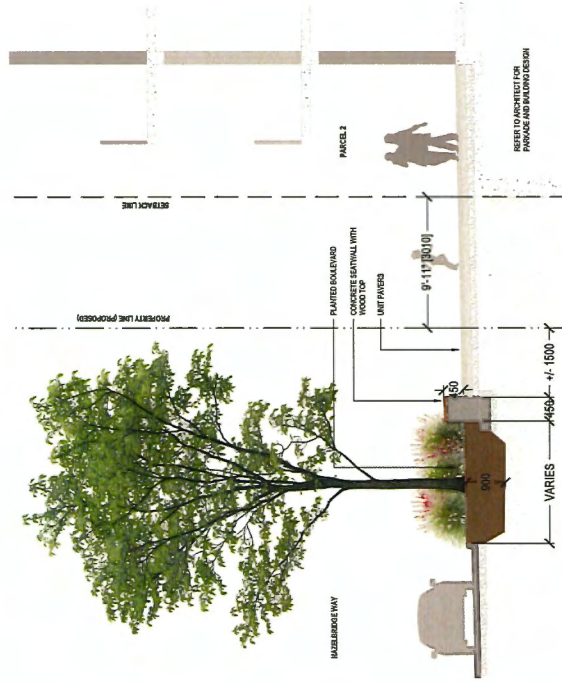


Streets

Hazelbridge Gateway



CNCL - 133

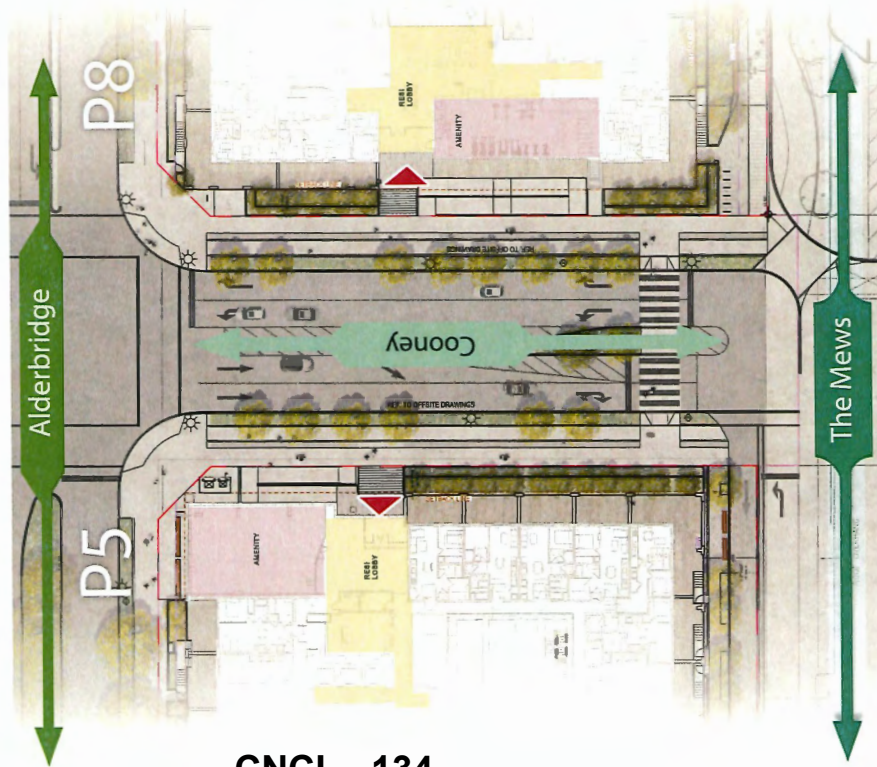


Hazelbridge Section



Streets

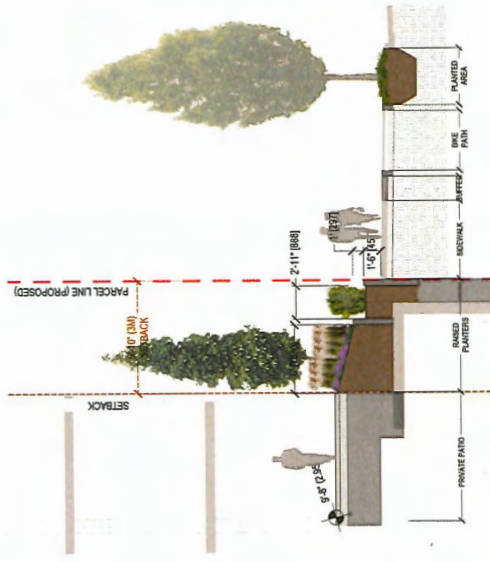
Cooney Gateway



CNCL - 134



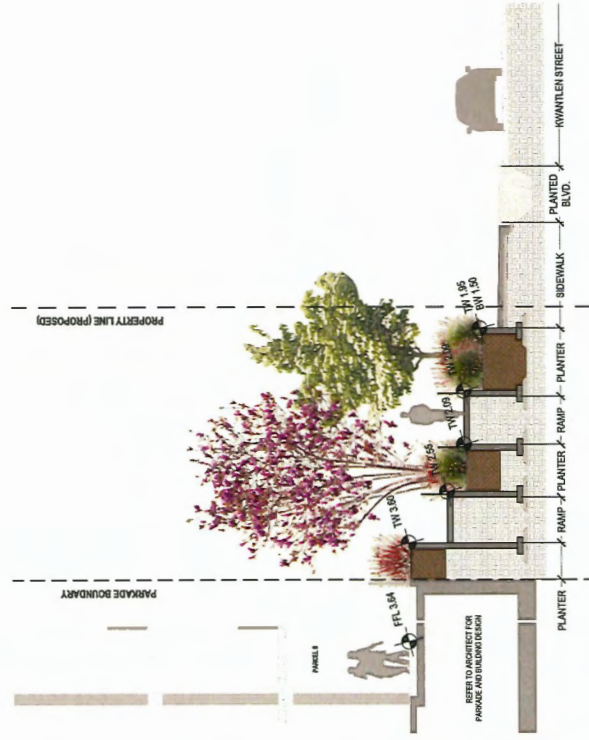
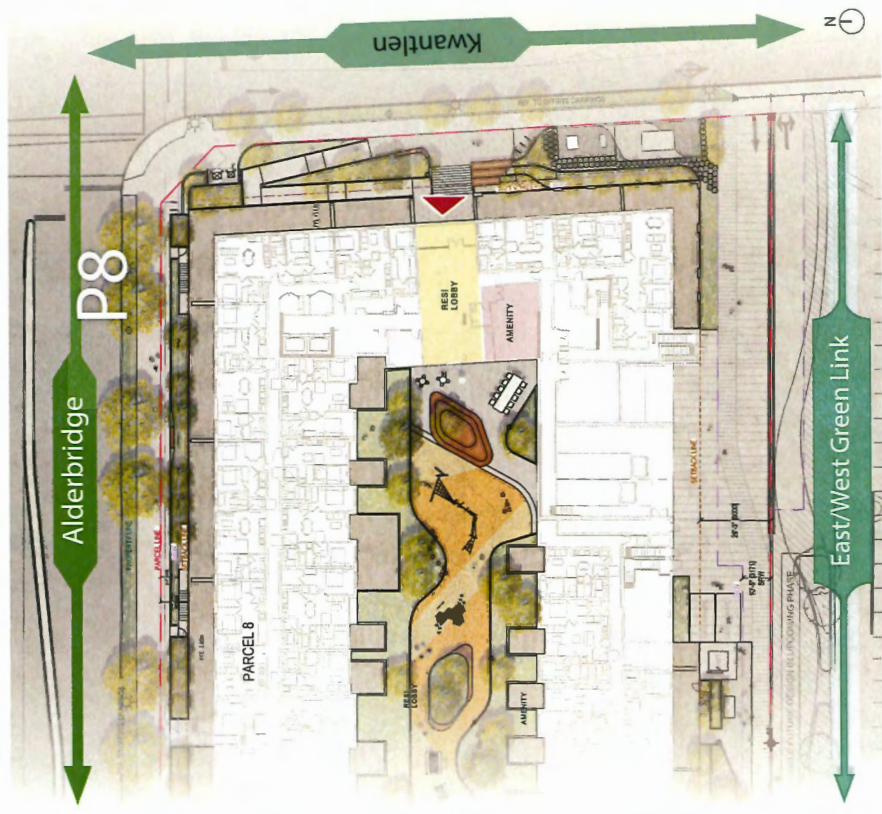
Cooney Road Section



Cooney Road Section

Streets

Kwantlen Connection



Kwantlen Street Section



Parcel 8

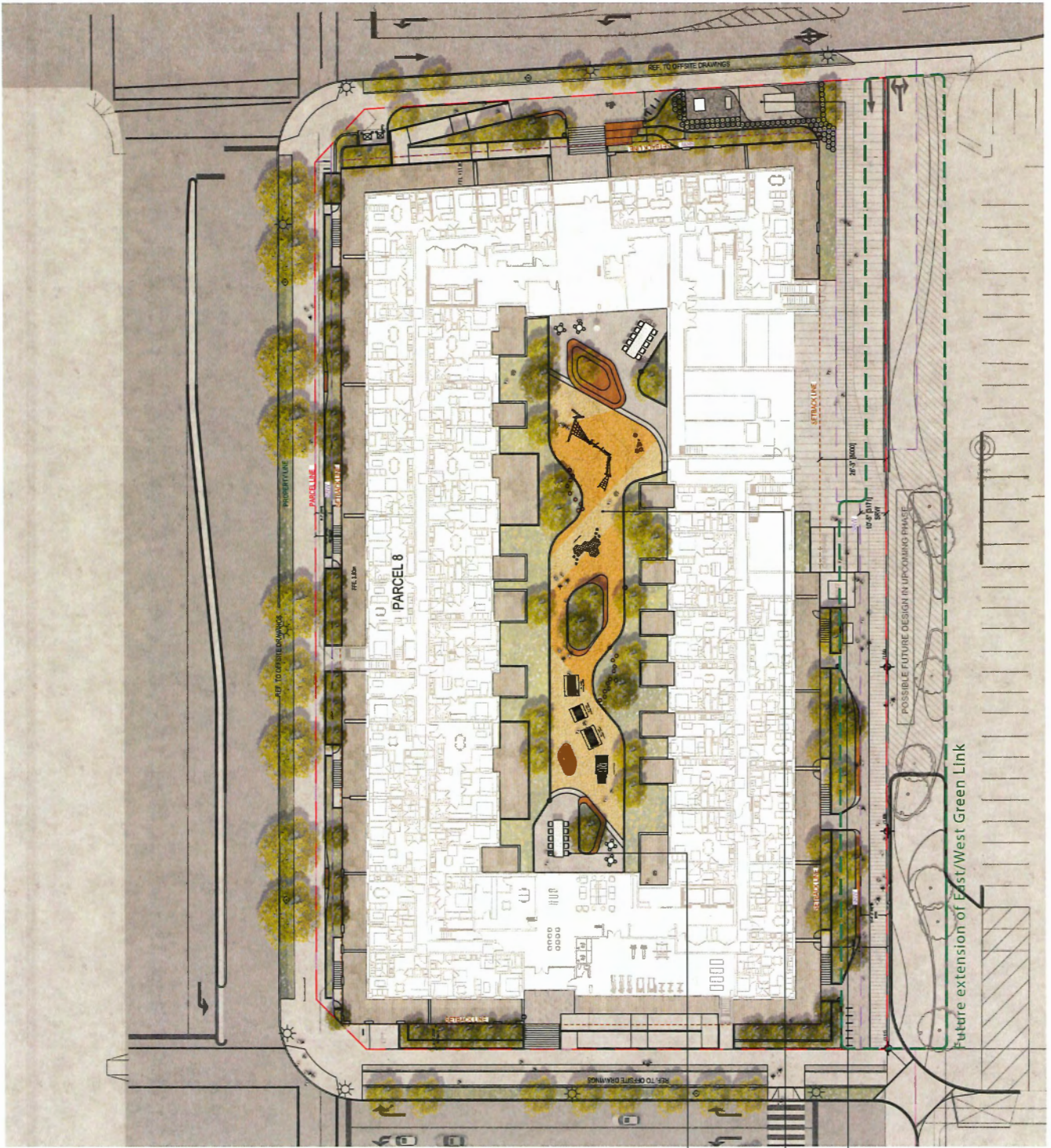
Landscape Program

- Landscape design of Parcel 8 aligns with the condition across the street to the east along Alderbridge.
- It creates a pedestrian-friendly green route down Kwantlen, connecting to the E-W Green Link and extending to KPU.
- Stoops, patio access, linear seating along Alderbridge, and seating terraces on Kwantlen enhance pedestrian comfort and gathering opportunities.

RESIDENTIAL COURTYARD
Community gathering area/
Outdoor dining

Play area

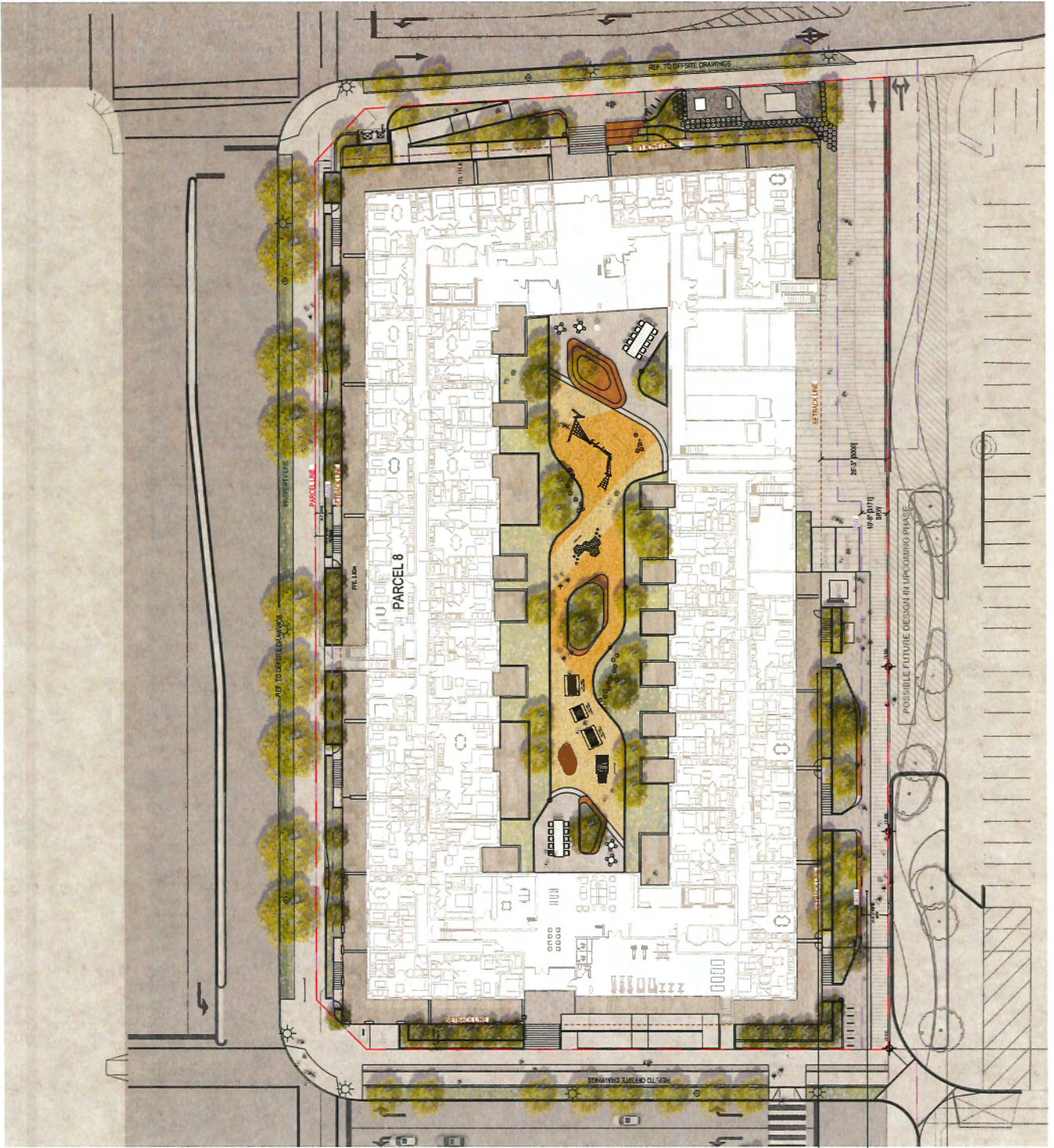
- NORTH-SOUTH GREEN LINK
- organic shaped planting areas
 - seating terraces
 - special paving pattern



Parcel 8

Landscape Program

- The east-west Green Link south of the parcel features a sinuous, elegant design for the shared space with Parcel 9.
- It creates a green corridor with numerous seating and pause opportunities.
- The design carefully considers the functionality of vehicular access to the underground parkade.



Private Patios

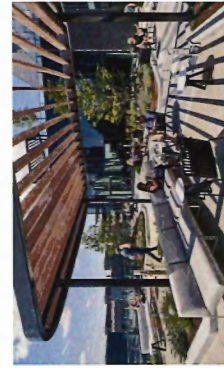
- EAST - WEST GREEN LINK
- organic shaped planting areas
 - seating edges
 - continuous pedestrian pathway w/ special paving pattern

Parcel 8

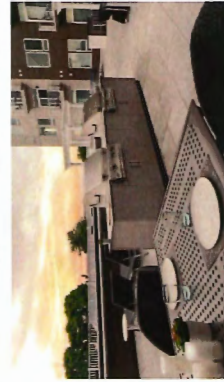
Outdoor Amenities - Level 5



Outdoor Co work space



Lounge Area



Outdoor Dining



Movable Furnishing



Urban Agriculture

Parcel 5

Landscape Program

- The public realm around the parcel creates a comfortable buffer to streetscapes and architecture, providing ample space for pedestrians and cyclists.
- Patio and stoop access is designed to maximize planted areas and enhance the green experience along the multi-use path.
- The laneway south of Parcels 5 and 2 is a pedestrian-priority shared road, marked by a row of trees and seating elements.

Multi Use Pathway

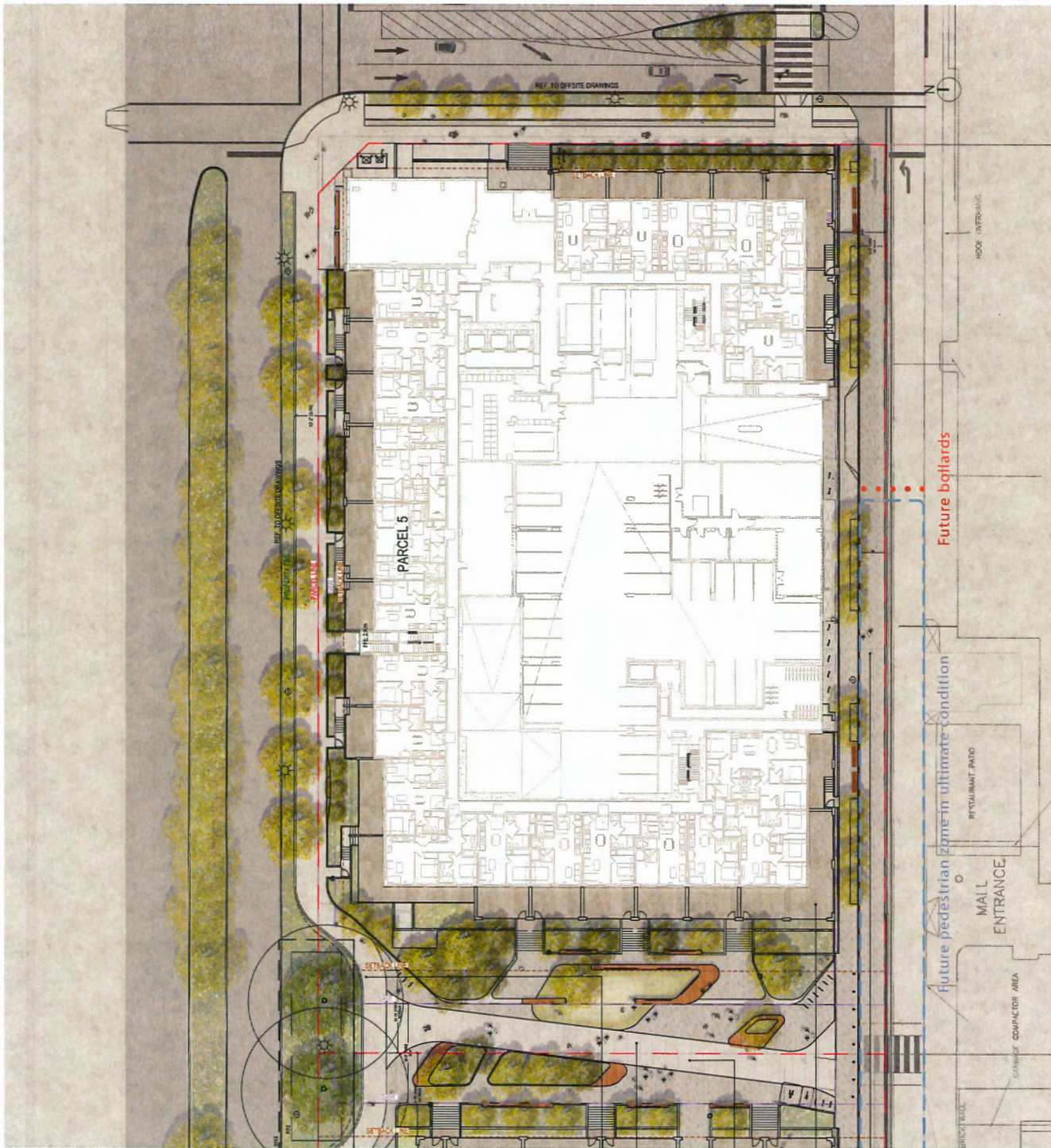
- GREENWAY**
- organic shaped planting areas
 - seating edges
 - special paving pattern

Community Gathering Space

Private Patios

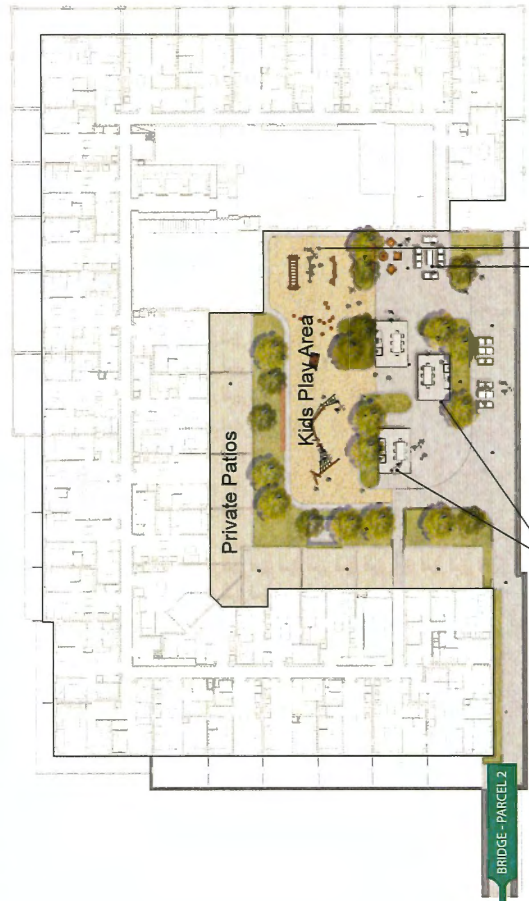
- Mews**
- pedestrian connection
 - seating
 - special paving pattern

Level 1



Parcel 5

Outdoor Amenities - Level 3



- Bookable Outdoor Dining Pods
- Tables and chairs
- Casual seating
- Trellis

- Lounge Furniture
- Casual seating
- Fire pit
- Outdoor kitchen/BBQ

- Kids Play Area
- Climbing structures
- Pulling/Hanging Bars
- Rubber surface



Flexible Lounge Area

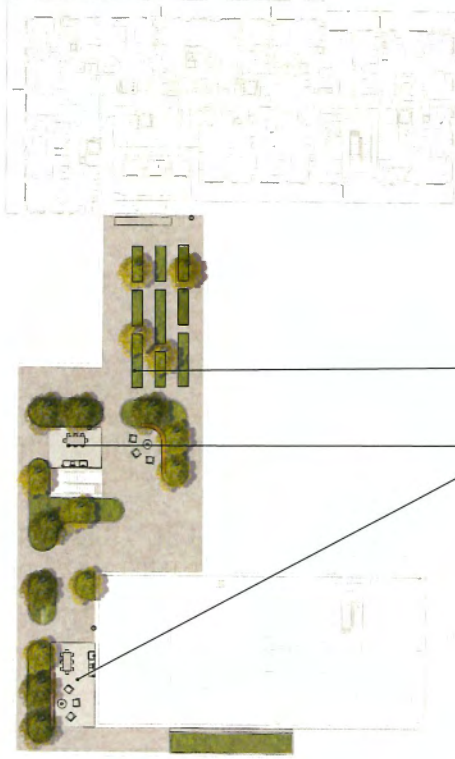


Kids Play



Climbing Structure

Outdoor Amenities - Level 12



- Bookable Outdoor Dining Pods
- Kitchen/BBQ
- Tables and chairs
- Fire pits
- Trellis

- Urban agriculture
- Garden Plots
- Storage/Potting table
- Harvest table



Integrated Planters with Seating



Outdoor Dining



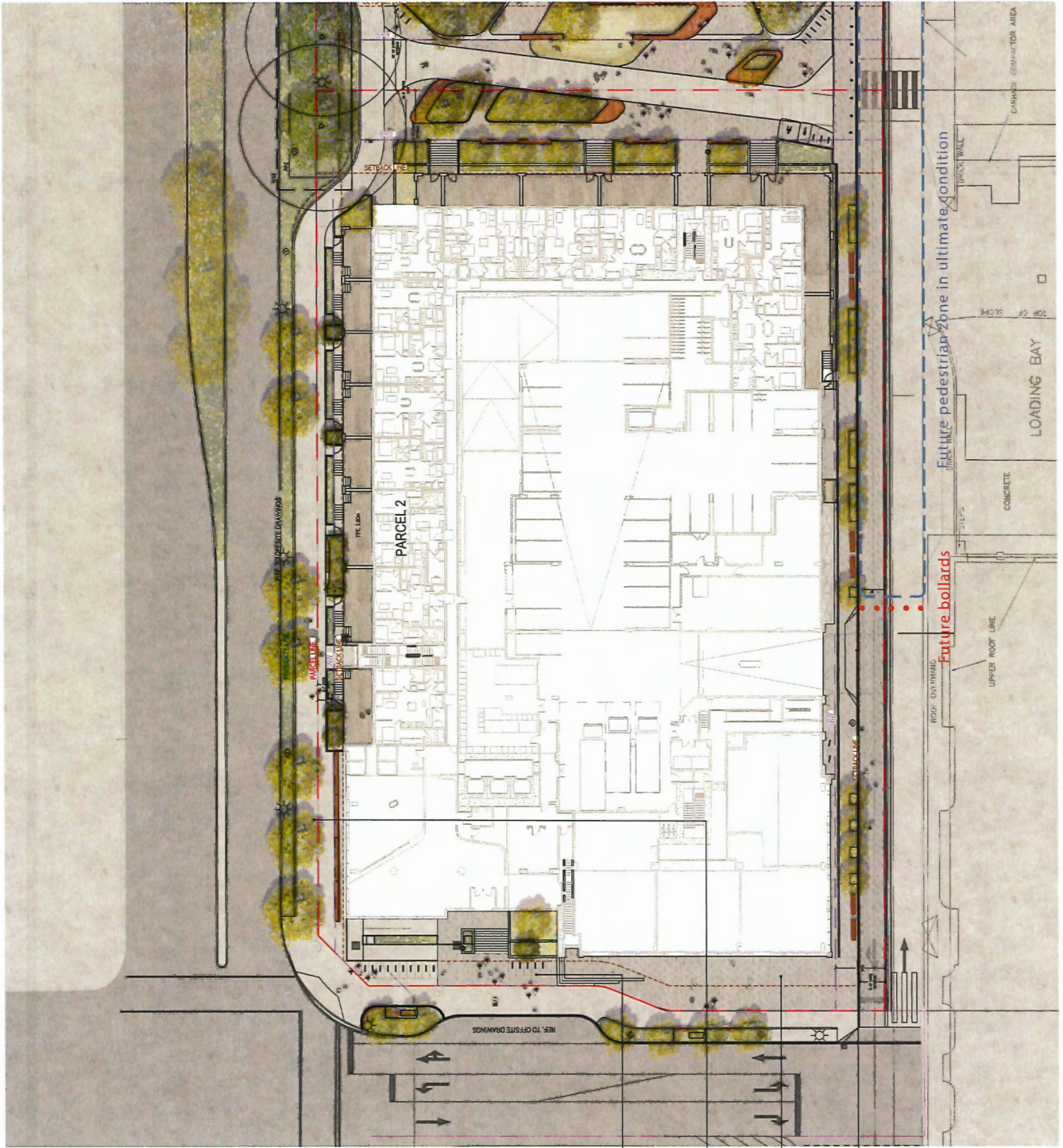
Urban Agriculture

Parcel 2

Landscape Program

- Landscape design at Parcel 2 collaborates with architecture to create a welcoming environment and site entry.
- The retail frontage enhances the urban vitality of Hazelbridge, while the N/S Green Link connects pedestrians to the future Major Park.
- Lobby entry and retail space with amenities such as seating, create an urban gateways into this phase of development.

- Lobby Entrance**
 - bike racks
 - terraced planters
- Multi Use Pathway**
 - 3m multi use pathway
 - seating edges
- Retail Frontage**
 - movable tables and chair
 - special paving pattern
- Mews**
 - pedestrian connection
 - seating
 - special paving pattern





**Development Permit Panel
Wednesday, January 15, 2025**

Time: 3:30 p.m.
Place: Remote (Zoom) Meeting
Present: Wayne Craig, General Manager, Planning and Development, Chair
Roeland Zwaag, General Manager, Engineering and Public Works
Marie Fenwick, Director, Arts, Culture and Heritage

The meeting was called to order at 3:30 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the Development Permit Panel held on December 11, 2024 be adopted.

CARRIED

1. DEVELOPMENT PERMIT 18-842750
(REDMS No. 7847267)

APPLICANT: Richmond Auto Mall Holdings Ltd.

PROPERTY LOCATION: Smallwood Place, Parkwood Way and Parkwood Crescent

The Chair advised that Item 1 was removed from the agenda and will be added to a future Development Permit Panel meeting.

Development Permit Panel
Wednesday, January 15, 2025

2. DEVELOPMENT PERMIT 21-944022
(REDMS No. 7839314)

APPLICANT: Coast Construction

PROPERTY LOCATION: 18840 River Road

INTENT OF PERMIT:

To permit the construction of a single-family dwelling at 18840 River Road on a site zoned "Agriculture (AG1)" and designated as an Environmentally Sensitive Area (ESA).

Applicant's Comments

Czar Villanueva, ATA Architectural Design Ltd., with the aid of a visual presentation (attached to and forming part of these minutes as Schedule 1), provided background information on the proposed development located on a site designated as an Environmentally Sensitive Area (ESA), highlighting the following:

- the property at 18840 River Road, majority of which is designated as an Environmentally Sensitive Area (ESA), is proposed to be developed and improved to include a lavender farm, a farmhouse, a barn and an ESA compensation area;
- the proposed farm home plate will be located within an area designated as an ESA and will contain the proposed two-storey single-family dwelling (farmhouse) with one secondary suite, an open carport and a septic tank;
- the proposed vehicular access to the site will be from River Road through the existing driveway;
- the farm home plate will be setback by 21.4 metres from the front (north) property line and its elevation will be raised to accommodate and address future City dike infrastructure upgrades along River Road including a future dike height increase;
- the proposed barn will be used for lavender processing operations and parking area for machineries;
- the slim, narrow and rectangular design of the farmhouse building and the barn will allow for the creation of view corridors from the future elevated dike to the lavender farm; and
- the proposed locations for the lavender farm and the ESA compensation area are supported by an environmental assessment of the subject site.

Development Permit Panel

Wednesday, January 15, 2025

Daniel McAllister, Ecologic Consultants, briefed the Panel regarding the proposed ESA compensation and restoration area and the proposed scheme to enhance the ecological function of the site to compensate for the encroachment of the farm home plate into the designated ESA, noting that (i) there was placement of fill on the site in the past except on the proposed location of the ESA compensation and enhancement area at the back of the property, (ii) a comprehensive baseline inventory of the site indicated that the proposed ESA compensation and enhancement area currently provides habitat to birds, bats and small mammals, (iii) the proposed ESA compensation and enhancement scheme includes the removal of invasive plants and planting of native coniferous and deciduous trees, shrubs, and grasses, among others, (iv) 50 percent of trees and shrubs proposed to be planted will be fruit-bearing to promote biodiversity in the area, (v) 10 to 25 percent of trees to be planted will be conifers to maximize the survivability of trees to be planted in fall, (vi) planted trees will be monitored to ensure their survival, (vii) a Qualified Environmental Professional (QEP) will supervise the planting to ensure plants are installed and spaced appropriately, and (viii) the existing native tree species within the ESA compensation and enhancement area will be retained if possible.

Staff Comments

Joshua Reis, Director, Development noted that (i) the farm home plate has been setback from River Road to accommodate future diking infrastructure upgrades, (ii) the applicant has proposed an area of over 3,700 square metres at the south end of the site for the ESA compensation and enhancement area to compensate for the encroachment of the proposed single-family building and associated structures within the farm home plate into an ESA designated area, (iii) the proposed ESA compensation area will be enhanced through planting with a mixture of native shrubs and trees, (iv) no enhancements are proposed within the Riparian Management Area (RMA) along River Road as this area will be used for future diking improvements, (v) the proposed lavender farm and the barn structure are not part of the subject ESA Development Permit (ESA DP) application as it is limited only to the single-family dwelling and associated structures within the farm home plate, and (vi) the subject site includes a hooked property located south of the Railway Right-of-Way which is not intended to be farmed or subject to any ESA enhancements or improvement.

Development Permit Panel

Wednesday, January 15, 2025

Panel Discussion

In reply to queries from the Panel, the applicant noted that (i) the proposed landscaping for the farmhouse will not be significant and gravel surface treatment is proposed around the barn, (ii) the proposed lighting for the farmhouse and the barn will be directed away from their adjacent properties, (iii) permeable limestone is proposed for the driveway from River Road to the carport of the farmhouse and gravel surface treatment is proposed for further access to the lavender farm, (iv) the elevation of the fill areas on the subject site associated with the lavender farm and the driveway through the RMA at the front of the subject property would consider the future diking upgrades along River Road to ensure consistency and compliance with Agricultural Land Commission (ALC) fill regulations, (v) a septic field for the septic tank will be provided adjacent to the carport within the farm home plate, (vi) the proposed ESA enhancement scheme for the site includes the removal of invasive plant species and planting and retention of suitable native shrubs and trees, among others, within the ESA compensation area, (vii) the proposed ESA restoration and enhancement measures would enhance the wildlife features of the ESA, provide suitable habitat for birds, bats and amphibians currently observed in the area, and significantly improve the ecological function of the area.

Correspondence

None.

Gallery Comments

Michaela Lynn, 18740 River Road, queried about (i) the applicant's odour management plan to control and mitigate odour coming from lavender processing operations on the site, (ii) the number and size of trucks accessing the site to support farm operations, and (iii) the extent and location of the farm access gravel driveway past the farmhouse driveway.

In reply to Ms. Lynn's queries, the applicant noted that (i) the lavender processing operations will be done inside the barn which will be designed to be airtight to prevent and/or mitigate odour coming out from the barn, (ii) large trucks are not anticipated to access the site due to the small size of the farming area and associated farming operations on the site, and (iii) the potential location of the farm access driveway would likely be between the farmhouse and the barn past the proposed farmhouse driveway and will not be in close proximity to the adjacent property to the west.

Panel Discussion

The Panel expressed support for project, noting (i) the ESA compensation measures proposed by the applicant as part of the subject application, and (ii) the applicant's approach to focus ESA compensation and enhancement measures in areas that currently provide some habitat function.

Development Permit Panel
Wednesday, January 15, 2025

With regard to the landscaping on the farm home plate and ALC fill requirements for the subject site, staff were directed to work with the applicant to (i) investigate opportunities to extend the planting of native species within the farm home plate, and (ii) clarify the process to be followed with respect to fill requirements and permissions from the ALC prior to the application moving forward to Council for consideration.

Panel Decision

It was moved and seconded

That a Development Permit be issued to permit the construction of a single-family dwelling at 18840 River Road on a site zoned "Agriculture (AG1)" and designated as an Environmentally Sensitive Area (ESA).

CARRIED

3. New Business

None.

4. Date of Next Meeting: January 29, 2025

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:05 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, 2025.

Wayne Craig
Chair

Rustico Agawin
Committee Clerk

Schedule 1 to the Minutes of the Development Permit Panel meeting held on Wednesday, January 15, 2025

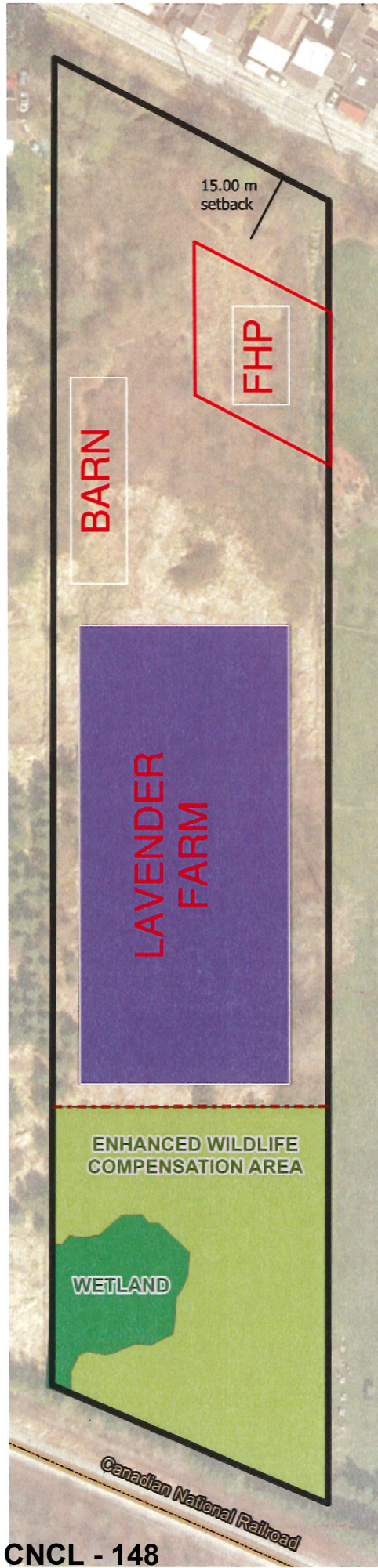
DATE: January 15, 2024

Intro: Czar Villanueva ATA Architectural Design

members of our team that are present in the call: Architect, Project Manager as well as the Environmental Engineer who will also present the environmental items affecting the lot.

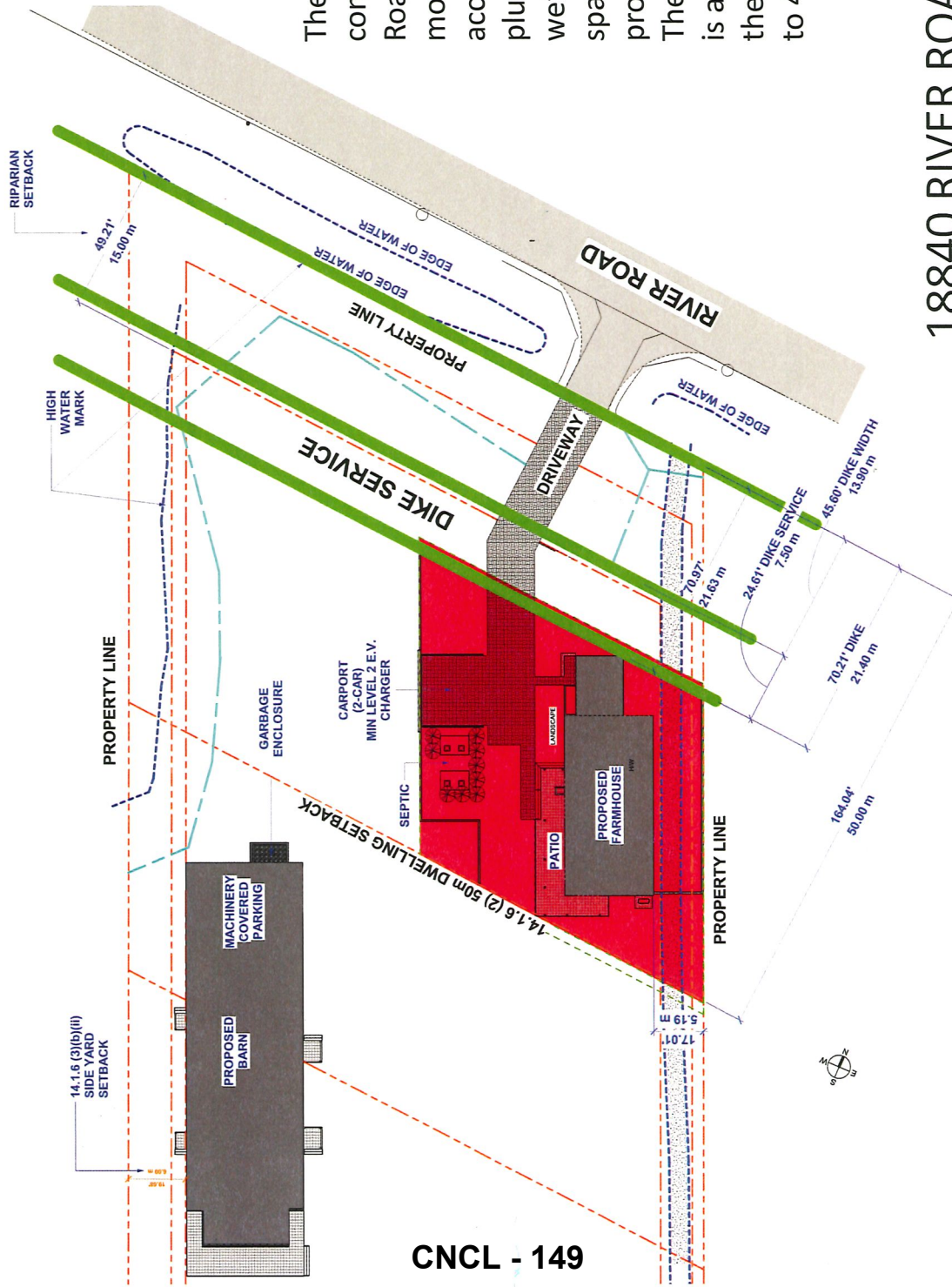
This application is for a proposal for lavender farm on a site that is located along River Road within the AG1 zone.

1. The proposed farm home plate is located on the northeast corner, well behind the 15m riparian setback.
2. A Barn along the west side and lavender farm on the middle section of the lot.
3. The enhanced wildlife area at the rear is being reserved.
4. The only access to the site is from River Road



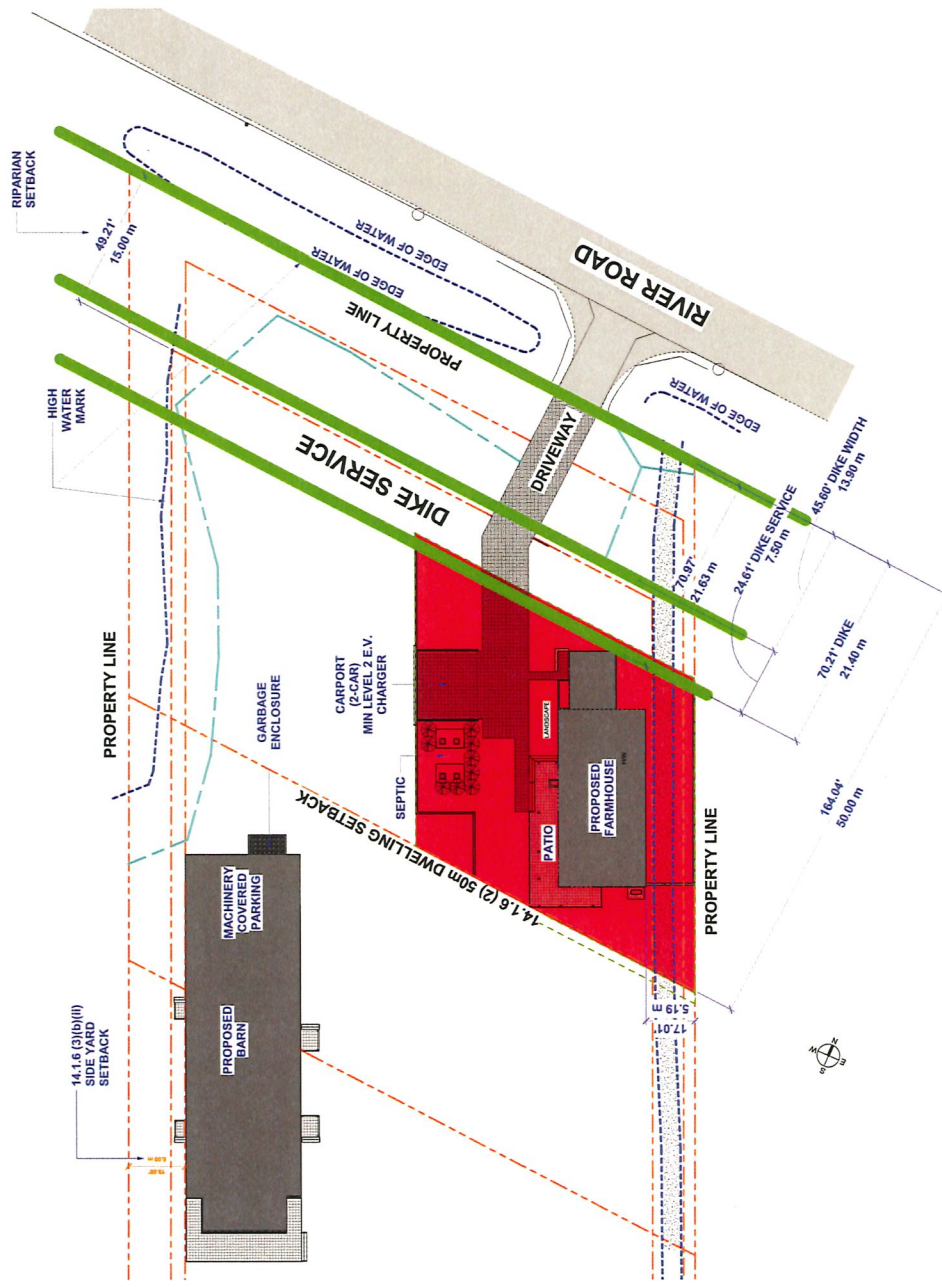
ATA
ATA Architectural Design Ltd
708-1201 West Pender St
Vancouver BC V6E 2V2
Tel: (604) 736-3730
www.ataarchitect.ca

18840 RIVER ROAD RICHMOND



The site is affected by the future construction of dike along River Road. The farm home plate is being moved away from the road to accommodate a dike 13.9m in width plus a 7.5m service area. In total, we've allowed for 21.4m dedicated space along the front of the property for the future dike plan. The current flood construction level is at 3.5m, but the elevation within the farm home plate will be raised to 4.7m for the dike.

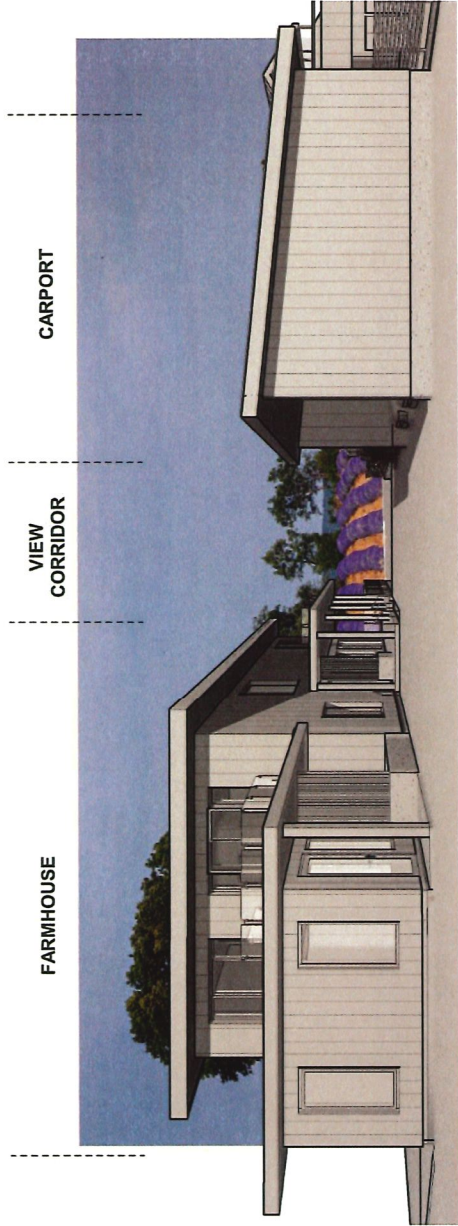
18840 RIVER ROAD RICHMOND

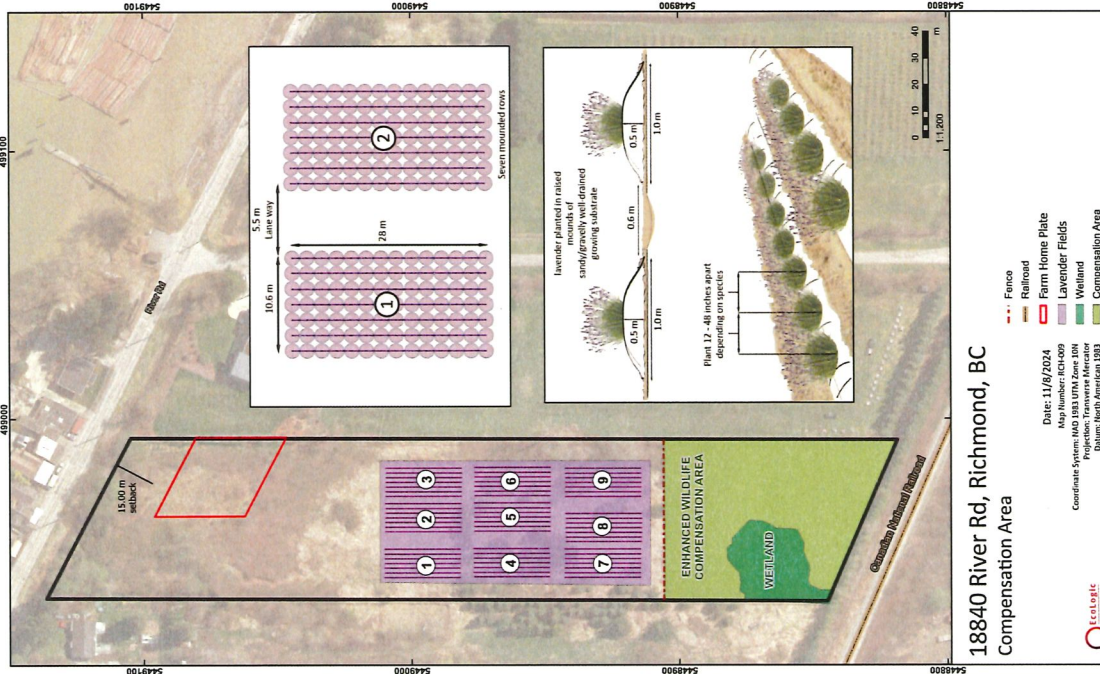


18840 RIVER ROAD RICHMOND

1. The Farm home plate shown within the red zone will host:
 - a) A 2-car open carport with level 2 EV charger.
 - b) Adjacent to the carport is the septic tank.
 - c) A single-family 3 bedroom farmhouse with a 1 bedroom secondary suite that will be the home for Farm workers.
 - a) The farmhouse floor area is 9,963 SF which is way below the permitted FSR of 60,450 SF
 - b) The farmhouse is 2 storey, 8.17m in height, the carport is single storey 3.41m in height.
2. There is a proposed barn situated along the west side towards the front for farm distribution and parking for machineries.
3. A garbage enclosure will be attached to the north end of the barn.

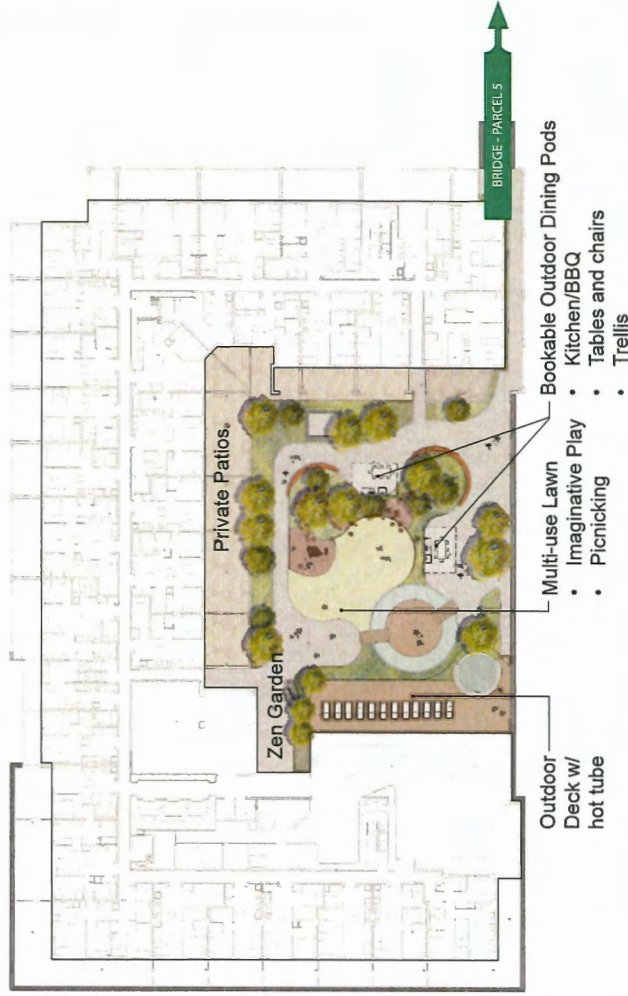
Narrow rectilinear buildings have been strategically placed to create an opportunity for view corridors of a picturesque lavender farm once the dike has been raised.





Parcel 2

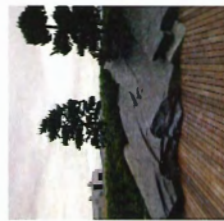
Outdoor Amenities - Level 3



Outdoor Amenities - Level 13



Planting Beds



Use of Natural Stone



Imaginative Play



Multi-Use Lawn



Outdoor Dining



Integrated Planters with Seating



Urban Agriculture

Gas-Powered Lawn Equipment: Effects on Air Quality & Health

Geoffrey K. Blair, MD, FRCSC

January 27th, 2025



Particulate matter

- **“Particulate Matter (PM):** The size of particulate matter can vary from coarse, wind-blown dust particles to fine particle combustion products.”

- 155



- **2-cycle engines:** 30% of the fuel/oil mixture is exhausted unburned—primarily oil-based particulates—a mixture of “hydrocarbons”

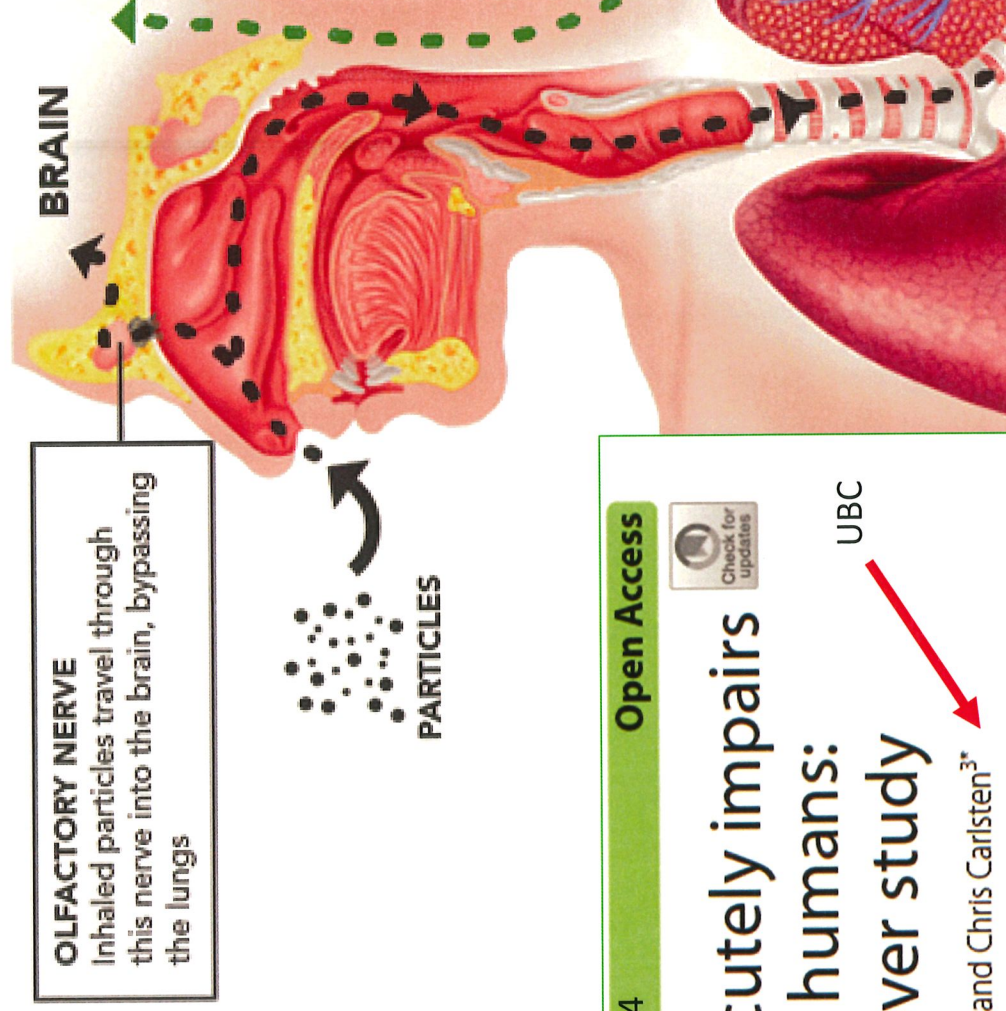
Operating a gas-powered leaf blower for one hour = driving > 1,700 kilometres in a 2017 Toyota Camry.

Particulate matter

PM's adverse effects on:

- Respiratory system
 - Asthma
 - Emphysema (COPD)
- Cardiovascular system
 - Heart attacks
 - Stroke
- Nervous system
 - Dementia
 - Cognition

CNCL - 156



RESEARCH

Environmental Health-2024

Open Access



Brief diesel exhaust exposure acutely impairs functional brain connectivity in humans: a randomized controlled crossover study

Jodie R. Gawryluk¹, Daniela J. Palombo², Jason Curran³, Ashleigh Parker⁴ and Chris Carlisten^{3*}

UBC



Particulate matter— “Fugitive dust”

Aerosolized dog feces—

- Bacteria: *Enterococcus*,
Staphylococcus aureus
- Bacterial endotoxins
- Parasites
- Viruses
- Fungi

Metallic poisons—

- Lead
- Arsenic



Chemical pollutants

Carcinogens—

- Benzene
- Butadiene
- Formaldehyde

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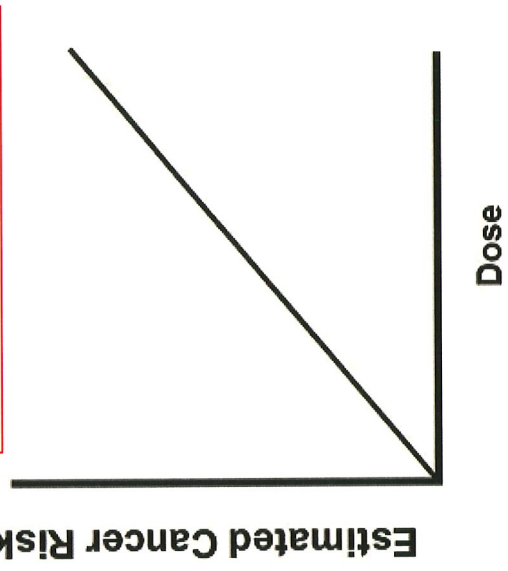
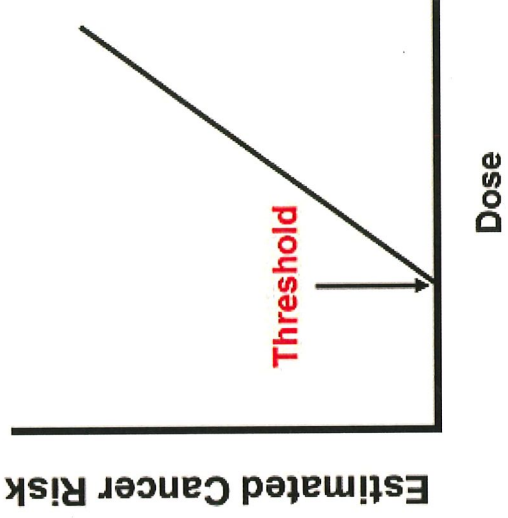
Oxides of nitrogen—

- E.g. NO_2
- Adverse effects on respiratory systems:
 - ✓ asthma, long-term
 - ✓ Long-term lung damage

“Non-threshold carcinogens”

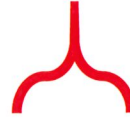
- Causing:
- ✓ Leukemias
 - ✓ Lymphomas
 - ✓ Head & neck cancers

Dangerous at any amount



Chemical pollutants

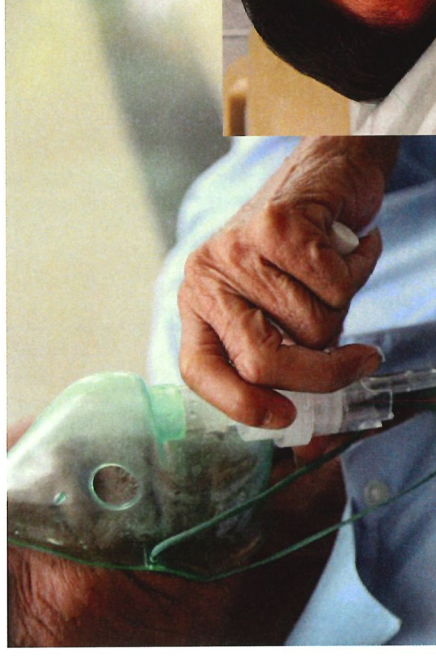
- Volatile Organic Compounds (VOC's)
- Ground-level Ozone



React with Oxides of Nitrogen
provoking Inflammation

Contributing to:

- ✓ Early deaths
- ✓ Autism & Developmental disorders
- ✓ Respiratory and cardiovascular illness



➤ Dangers of even short-term exposures

- ❖ Children
- ❖ The elderly
- ❖ The workers



Options for governments

- Many, many municipalities in the United States now have banned the use of gas-powered lawn equipment e.g.

CNCL - 160

- ✓ Oakland, California 2022
- ✓ Washington, DC 2022

- California in 2024 has banned the sale of gas-powered lawn care equipment state-wide

- Currently considering: Toronto, Ottawa, Calgary...



Thank you!



We can lead the way!

**Feel free to contact me at
geoffrey.blair@ubc.ca**