



City Council

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

**Tuesday, October 10, 2017
7:00 p.m.**

Pg. # ITEM

MINUTES

1. ***Motion to:***

CNCL-9

- (1) *adopt the minutes of the Regular Council meeting held on September 25, 2017 (distributed previously); and*
- (2) *receive for information the Metro Vancouver 'Board in Brief' dated September 22, 2017.*



AGENDA ADDITIONS & DELETIONS

PRESENTATIONS

- (1) Alen Postolka, Manager, District Energy, to present the Canada *Region Institutional Energy Management Award* for 2017 from the Association of Energy Engineers.
- (2) Staff to present awards received at the Union of BC Municipalities' Convention.

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.

4. *Motion to rise and report.*

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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
- Industrial Land Intensification Initiative (ILII) – Proposed Work Program
- Omnibus Bylaw for Definition Housekeeping Amendments
- Amendment to Remove Bylaw Reference to Number of Taxicabs
- Permissive Exemption (2018) Bylaw No. 9730
- Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9729
- Appointment of External Financial Auditor
- Amendments to the 5 Year Consolidated Financial Plan (2017-2021) Bylaw 9663
- Housing Agreement Bylaw No. 8995, Amendment Bylaw No. 9761 to Permit the City Of Richmond to Amend the Existing Housing Agreement Securing Affordable Housing Units Located at 5440 Hollybridge Way (Intracorp River Park Place)

Council Agenda – Tuesday, October 10, 2017

Pg. # ITEM

- Land use applications for first reading (to be further considered at the Public Hearing on November 20, 2017):
 - 10451/10453 No. 1 Road – Rezone from Single Detached (RS1/E) to Coach Houses (RCH1) (1008358 BC Ltd. – applicant)
 - 9600/9620 Glenacres Drive – Rezone from Single Detached (RS1/E) to Single Detached (RS2/C) (KNS Enterprises Ltd. – applicant)

5. *Motion to adopt Items No. 6 through No. 16 by general consent.*

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6. **COMMITTEE MINUTES**

That the minutes of:

- CNCL-14 (1) *the **General Purposes Committee** meeting held on October 2, 2017;*
- CNCL-18 (2) *the **Finance Committee** meeting held on October 2, 2017; and*
- CNCL-21 (3) *the **Planning Committee** meeting held on October 3, 2017;*
- be received for information.*

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7. **INDUSTRIAL LAND INTENSIFICATION INITIATIVE (ILII) – PROPOSED WORK PROGRAM**

(File Ref. No. 08-4150-01) (REDMS No. 5475062 v. 5)

CNCL-24

See Page CNCL-24 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the work program to implement the proposed Richmond Industrial Land Intensification Initiative (ILII) be received for information;*
- (2) *That a one-time expenditure request for \$100,000 be submitted to the 2018 budget process for Council consideration in order to implement the ILII work program; and*
- (3) *That staff review alternatives to the employment of consultants for the ILII.*

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Consent
Agenda
Item

8. **OMNIBUS BYLAW FOR DEFINITION HOUSEKEEPING AMENDMENTS**

(File Ref. No. 12-8060-20-009718) (REDMS No. 5424563 v. 6)

CNCL-35

See Page CNCL-35 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the following bylaws are introduced and given first, second and third readings:*
 - (a) *Housekeeping (Amendments) Bylaw No. 9718;*
 - (b) *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw 9768;*
 - (c) *Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw 9767;*
 - (d) *Bylaw Enforcement Officer Bylaw No. 9742; and*
 - (e) *Unsightly Premises Regulation Bylaw No. 7162, Amendment Bylaw No. 9766; and*
- (2) *That all appointments by Council of bylaw enforcement officers pursuant to the Police Act be rescinded.*



Consent
Agenda
Item

9. **AMENDMENT TO REMOVE BYLAW REFERENCE TO NUMBER OF TAXICABS**

(File Ref. No. 12-8060-02-01) (REDMS No. 5540365)

CNCL-92

See Page CNCL-92 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That Business Licence Bylaw 7360, Amendment Bylaw 9763, to remove reference to the number of taxicabs, be introduced and given first, second and third readings; and*
- (2) *That a letter be sent to the Passenger Transportation Board requesting that an equal number of accessible taxicabs to non-accessible taxicabs be considered for all future applications for an increase to the number of taxicabs.*



Council Agenda – Tuesday, October 10, 2017

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Item

10. **PERMISSIVE EXEMPTION (2018) BYLAW NO. 9730**
(File Ref. No. 03-0925-02-01) (REDMS No. 5416138)

CNCL-96

See Page **CNCL-96** for full report

FINANCE COMMITTEE RECOMMENDATION

That Permissive Exemption (2018) Bylaw No. 9730 be introduced and given first, second and third readings.

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Consent
Agenda
Item

11. **CONSOLIDATED FEES BYLAW NO. 8636, AMENDMENT BYLAW NO. 9729**
(File Ref. No. 03-1240-01) (REDMS No. 5538168 v. 1A)

CNCL-135

See Page **CNCL-135** for full report

FINANCE COMMITTEE RECOMMENDATION

That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9729 be introduced and given first, second and third readings.

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Consent
Agenda
Item

12. **APPOINTMENT OF EXTERNAL FINANCIAL AUDITOR**
(File Ref. No. 03-0905-01) (REDMS No. 5549980)

CNCL-179

See Page **CNCL-179** for full report

FINANCE COMMITTEE RECOMMENDATION

That KPMG LLP be appointed as the external financial auditor for the City of Richmond for a five-year period, beginning with the 2017 fiscal year that ends December 31, 2017 through to the 2021 fiscal year that ends December 31, 2021.

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Consent
Agenda
Item

13. **AMENDMENTS TO THE 5 YEAR CONSOLIDATED FINANCIAL PLAN (2017-2021) BYLAW 9663**

(File Ref. No. 03-0970-01) (REDMS No. 5535260 v. 3)

CNCL-182

See Page CNCL-182 for full report

FINANCE COMMITTEE RECOMMENDATION

That the 5 Year Consolidated Financial Plan (2017-2021) Bylaw 9663, Amendment Bylaw 9757, which incorporates and puts into effect the changes as outlined in the staff report titled “Amendments to the 5 Year Consolidated Financial Plan (2017-2021) Bylaw 9663” dated September 5, 2017 from the General Manager, Finance Corporate Services, be introduced and given first, second and third readings.



Consent
Agenda
Item

14. **HOUSING AGREEMENT BYLAW NO. 8995, AMENDMENT BYLAW NO. 9761 TO PERMIT THE CITY OF RICHMOND TO AMEND THE EXISTING HOUSING AGREEMENT SECURING AFFORDABLE HOUSING UNITS LOCATED AT 5440 HOLLYBRIDGE WAY (INTRACORP RIVER PARK PLACE)**

(File Ref. No. 08-4057-05) (REDMS No. 5526168 v. 4)

CNCL-200

See Page CNCL-200 for full report

PLANNING COMMITTEE RECOMMENDATION

That Housing Agreement Bylaw No. 8995, Amendment Bylaw No. 9761 be introduced and given first, second, and third readings to allow the City to amend the existing Housing Agreement pursuant to an Amending Agreement substantially in the form attached as Schedule A to the bylaw, in accordance with the requirements of section 483 of the Local Government Act, to secure the Affordable Housing Units required by RZ 14-665416.



Pg. # ITEM

Consent
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Item

15. **APPLICATION BY 1008358 BC LTD FOR REZONING AT 10451/10453 NO. 1 ROAD FROM SINGLE DETACHED (RS1/E) TO COACH HOUSES (RCH1)**

(File Ref. No. RZ 12-8060-20-009753; 16-754653) (REDMS No. 5504451)

CNCL-221

See Page CNCL-221 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9753, for the rezoning of 10451/10453 No. 1 Road from “Single Detached (RS1/E)” to “Coach Houses (RCH1)”, be introduced and given first reading.



Consent
Agenda
Item

16. **APPLICATION BY KNS ENTERPRISES LTD. FOR REZONING AT 9600/9620 GLENACRES DRIVE FROM “SINGLE DETACHED (RS1/E)” ZONE TO “SINGLE DETACHED (RS2/C)” ZONE**

(File Ref. No. 12-8060-20-009765; RZ 17-772629) (REDMS No. 5407112)

CNCL-242

See Page CNCL-242 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9765, for the rezoning of 9600/9620 Glenacres Drive from “Single Detached (RS1/E)” zone to “Single Detached (RS2/C)” zone, be introduced and given first reading.



CONSIDERATION OF MATTERS REMOVED FROM THE
CONSENT AGENDA

PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

CNCL-256 Emergency Management Organization Establishment **Bylaw No. 9232**
Opposed at 1st/2nd/3rd Readings – None.

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CNCL-262 Business Regulation Bylaw No. 7538, Amendment **Bylaw No. 9743**
Opposed at 1st/2nd/3rd Readings – None.

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CNCL-263 Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551, Amendment
Bylaw No. 9751
Opposed at 1st/2nd/3rd Readings – None.

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CNCL-264 Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 9664**
(8140/8160 Lundy Road, RZ 16-734667)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

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ADJOURNMENT

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For Metro Vancouver meetings on Friday, September 22, 2017

Please note these are not the official minutes. Board in Brief is an informal summary. Material relating to any of the following items is available on request from Metro Vancouver. For more information, please contact Greg.Valou@metrovanancouver.org or Kelly.Sinowski@metrovanancouver.org

Metro Vancouver Regional District**Memorandum of Understanding between Metro Vancouver and the Agricultural Land Commission Regarding Implementation of Metro 2040****APPROVED**

The Board endorsed a Memorandum of Understanding (MOU) between the Metro Vancouver Regional District and the Agricultural Land Commission regarding implementation of Metro Vancouver 2040: Shaping our Future (Metro 2040), the regional growth strategy.

2016 Census of Agriculture Results**RECEIVED**

The Board received an update on the 2016 Census of Agriculture, which provides valuable information for analyzing and evaluating land use, economic and production trends in agriculture. Staff has compiled the 2016 Census of Agriculture data for the Metro Vancouver region so that the results can be readily available to member municipalities, data analysts, researchers, students and others interested in further exploring the data.

A Food Policy for Canada - Metro Vancouver Recommendations**APPROVED**

The Board agreed to send a letter to the Federal Agriculture and Agri-Food Minister providing recommendations for a national food policy, a long term policy and program framework for issues related to food production, processing, distribution and consumption.

Metro Vancouver 2040: Shaping our Future – 2016 Annual Performance Monitoring Report**RECEIVED**

The Board received a synopsis of Metro Vancouver's Regional Growth Strategy (Metro 2040) performance monitoring, focusing on Goal 1 measures from plan adoption in 2011 to mid-year 2016, and the cumulative policy and land designation amendments to date. The report will be forwarded to the Province of BC's Ministry of Municipal Affairs and Housing, Local Government Division in fulfillment of Local Government Act Section 452(1)(b), which requires the preparation of an annual report on a regional growth strategy's progress.

Metro Vancouver 2040: Shaping our Future 2016 Procedural Report**RECEIVED**

The Board received an update on the Metro Vancouver 2040: Shaping our Future 2016 Procedural Report as required under the Regional Growth Strategy Procedures Bylaw No. 1148, 2011.

Consideration of the City of New Westminster's Amended Regional Context Statement**APPROVED**

The Board accepted the City of New Westminster's Regional Context Statement in accordance with Section 448 of the Local Government Act. New Westminster's revised Regional Context Statement is generally consistent with Metro 2040.

City of Maple Ridge – Proposed Amendment to the GVS&DD Fraser Sewerage Area Boundary at 12248 244 Street**APPROVED**

The Board resolved that an application from the City of Maple Ridge to adjust the GVS&DD Fraser Sewerage Area (FSA) boundary within the residential property at 12248 244 Street to accommodate construction of a new single detached is consistent with Metro 2040. The application will be forwarded to the GVS&DD Board for consideration.

City of Maple Ridge – Proposed Amendment to the GVS&DD Fraser Sewerage Area Boundary at 12224 240 Street**APPROVED**

The Board resolved that an application from the City of Maple Ridge to adjust the GVS&DD Fraser Sewerage Area (FSA) boundary adjustment within the Meadowridge School property at 12224 240 Street is consistent with the provisions of Metro Vancouver 2040: Shaping Our Future. The application will be forwarded to the GVS&DD Board for consideration.

Request for Metro Vancouver Participation in UrbanSIM Prototype Project**APPROVED**

The Board agreed to write a letter to Canada Mortgage and Housing Corporation confirming Metro Vancouver's interest in participating as a partner in the UrbanSIM Prototype project. The UrbanSim modelling system is intended to provide a web-based system to analyze housing, land use and urban infrastructure investments, and to model policy and project impacts on the economy, transportation, and the environment.

2017 and 2018 Homeless Count Reports and Events**RECEIVED**

The Board received a summary of upcoming reports and associated activities related to the 2017 Homeless Count, as well as information on the pending 2018 Homeless Count.

Homelessness Partnering Strategy 2018 - 2019 Social Infrastructure Fund**RECEIVED**

The Board received a summary of the new federal Social Infrastructure Funds allocated to the Metro Vancouver Community Entity for the fifth and final year of the current funding program April 2014 – March 2019.

Homelessness Partnering Strategy Housing First Training**RECEIVED**

The Board received an update on a new program of Housing First Training offered to the Metro Vancouver Community Entity by the Homelessness Partnering Strategy to facilitate broad community and individual organization training, and for introductory level training for the Metro Vancouver Board and its constituent municipal elected officials.

Electoral Area A Official Community Plan**APPROVED**

The Board gave first reading to the Metro Vancouver Regional District Electoral Area A Official Community Plan Bylaw 1250, 2017, and referred the Bylaw to adjacent regional districts and municipalities, First Nations, school district boards, greater boards and improvement district boards, and appropriate provincial and federal government ministries.

Metro Vancouver Regional District - Parks**Land Acquisition Strategy Development and Regional Parks Committee Special Meeting Follow Up****APPROVED**

The Board endorsed the Regional Parks Land Acquisition Strategy Key Directions, as presented in the report dated August 9, 2017. Endorsing the key directions will assist the development of the final land acquisition strategy for MVRD Board adoption.

Burns Bog Ecological Conservancy Area - Resource Management and Research Update**RECEIVED**

The Board received an update on Burns Bog Ecological Conservancy Area resource management and research initiatives completed and underway in 2016 and 2017. Metro Vancouver has overall management responsibility for the Burns Bog Ecological Conservancy Area. Regional Park staff work collaboratively with the Corporation of Delta to protect and enhance the natural resources of the bog.

Mines Act Permit Amendment and Mining Lease Extension for Sumas Mountain - FVRD Electoral Area "G" - Sumas Mountain Interregional Park**APPROVED**

The Board agreed to write a letter to the Ministry of Energy and Mines to oppose the application for a Mines Act Permit amendment and Mining Lease extension by 266531 BC Ltd., pertaining to development of an aggregate and decorative rock quarry on Crown Land adjacent to Sumas Mountain Interregional Park. Staff argues the move raises serious concerns for the environmental and social values of the interregional park, as well as for the public's use and enjoyment of the parkland and the trail corridor supporting Experience the Fraser.

Delegations Received at Committee September 2017**RECEIVED**

The Board received a summary of a delegation to the Regional Parks Committee from Mark Allison, Manager, Strategic Initiatives and Sustainability, and Dean Gibson, Director, Parks and Recreation, City of New Westminster.

Greater Vancouver Sewerage and Drainage District**Award of Contract Resulting from RFP No. 17-104: Annacis Island Wastewater Treatment Plant Wide Construction Control and Safety Coordination****APPROVED**

The Board awarded a \$4,921,050 contract (exclusive of taxes) to CDM Smith Canada ULC for the Annacis Island Wastewater Treatment Plant Wide Construction Control and Safety Coordination.

Award of Contract Resulting from Tender No. 17-005: Construction of the Annacis Island Wastewater Treatment Plant Cogeneration Backup Power**APPROVED**

The GVS&DD Board awarded a \$17,490,000 contract (exclusive of taxes) to Kenaidan Contracting Ltd., resulting from Tender No. 17-005 for the Construction of the Annacis Island Wastewater Treatment Plant Cogeneration Backup Power Project.

Thermal Energy Sale and Purchase Agreement at North Shore Wastewater Treatment Plant**APPROVED**

The GVS&DD approved \$17.9 million to Acciona Wastewater Solutions to install an effluent heat recovery system as part of the North Shore Wastewater Treatment Plant (NSWWTP) project, and authorized the Commissioner to execute an agreement with Lonsdale Energy Corporation (LEC) for the sale of effluent heat from the NSWWTP. The agreement will acquire enough greenhouse gas (GHG) reduction credits to make the Liquid Waste utility carbon neutral.

The Board also directed staff to review the policy related to carbon credits allocated to Metro Vancouver, and potential to allocate carbon credits to jurisdictions, for effluent heat recovery projects.

2017 Regional Unflushables Campaign - Results**RECEIVED**

The GVS&DD Board received an updated on the results of the 2017 Regional Unflushables Campaign to reduce the flushing of wipes, medications and other materials. Post-campaign results show the campaign generally performed well with over 70% of those who saw the campaign materials indicating they would be less likely to flush the items highlighted in the campaign.

Fraser Sewerage Area Amendment – 1373 200th Street, Township of Langley**APPROVED**

The GVS&DD Board agreed to amend the Fraser Sewerage Area (FSA) to include the property at 1373 200th Street in the Township of Langley. The MVRD Board resolved the request was consistent with the provisions of Metro 2040, while GVS&DD analysis has shown there is a negligible impact on the regional sewerage system and there are no financial impacts to the GVS&DD.



General Purposes Committee

Date: Monday, October 2, 2017

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Derek Dang
Councillor Carol Day
Councillor Ken Johnston
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves

Absent: Councillor Chak Au

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on September 18, 2017, be adopted as circulated.

CARRIED

FINANCE AND CORPORATE SERVICES DIVISION

1. **INDUSTRIAL LAND INTENSIFICATION INITIATIVE (ILII) –
PROPOSED WORK PROGRAM**

(File Ref. No. 08-4150-01) (REDMS No. 5475062 v. 5)

In response to questions from Committee, Neonila Lilova, Manager, Economic Development, advised that:

- outside consultation is required to do the specialized work set out in the proposed work program including a market analysis and detailed research on specific land use;

General Purposes Committee

Monday, October 2, 2017

- staff are working with community stakeholders, including the development community, and plan to engage those groups;
- the Industrial Land Intensification Initiative (ILII) will work with existing zoning to come up with creative solutions for densification under current parameters as well as look at best practices from other jurisdictions; and
- Metro Vancouver has developed an industrial inventory for the region, however, further work is required and there is an opportunity to take a leadership role.

Discussion ensued regarding the potential return on investment of the proposed \$100,000 allocated towards consultation, the need to prepare for future growth, and the large scope of the project.

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

It was moved and seconded

- (1) *That the work program to implement the proposed Richmond Industrial Land Intensification Initiative (ILII) be received for information;*
- (2) *That a one-time expenditure request for \$100,000 be submitted to the 2018 budget process for Council consideration in order to implement the ILII work program; and*
- (3) *That staff review alternatives to the employment of consultants for the ILII.*

The question on the motion was not called as discussion further ensued in regards to providing further information to Council on the ILII work program once the terms of reference are established.

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

2. OMNIBUS BYLAW FOR DEFINITION HOUSEKEEPING AMENDMENTS

(File Ref. No. 12-8060-20-009718) (REDMS No. 5424563 v. 6)

It was moved and seconded

- (1) *That the following bylaws are introduced and given first, second and third readings:*
 - (a) *Housekeeping (Amendments) Bylaw No. 9718;*
 - (b) *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw 9768;*
 - (c) *Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw 9767;*

General Purposes Committee
Monday, October 2, 2017

- (d) *Bylaw Enforcement Officer Bylaw No. 9742; and*
- (e) *Unsightly Premises Regulation Bylaw No. 7162, Amendment Bylaw No. 9766; and*
- (2) *That all appointments by Council of bylaw enforcement officers pursuant to the Police Act be rescinded.*

The question on the motion was not called as, in response to a query from Committee, Cecilia Achiam, General Manager, Community Safety, advised that the proposed *Bylaw Enforcement Officer Bylaw* would clarify the process for appointing bylaw enforcement officers.

In response to a question from Committee, Jennifer Hayes, Staff Solicitor, noted that the updates to the bylaw did not include a full review of fines.

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

COMMUNITY SAFETY DIVISION

3. **ONE-YEAR REVIEW OF COUNCIL POLICY RELATED TO LIQUOR LICENCE APPLICATIONS**

(File Ref. No. 12-8275-30-001) (REDMS No. 5541972)

It was moved and seconded

That the staff report titled, "One-year Review of Council Policy related to Liquor Licence Applications", dated September 14, 2017, from the Acting Senior Manager, Community Safety, Policy & Programs and Licencing be received for information.

CARRIED

4. **AMENDMENT TO REMOVE BYLAW REFERENCE TO NUMBER OF TAXICABS**

(File Ref. No. 12-8060-02-01) (REDMS No. 5540365)

In response to queries from Committee, Carli Edwards, Acting Senior Manager, Community Safety, Policy & Programs and Licencing, stated that the bylaw amendment defines which companies are approved to operate and any new businesses would have to come to Council for approval and it is unknown how many additional taxis there could be until approved by the Passenger Transportation Board.

Discussion ensued in regards to the availability of accessible taxicabs and as a result of the discussion, the following **motion** was introduced:

General Purposes Committee
Monday, October 2, 2017

It was moved and seconded

- (1) *That Business Licence Bylaw 7360, Amendment Bylaw 9763, to remove reference to the number of taxicabs, be introduced and given first, second and third readings; and*
- (2) *That a letter be sent to the Passenger Transportation Board requesting that an equal number of accessible taxicabs to non-accessible taxicabs be considered for all future applications for an increase to the number of taxicabs.*

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

ADJOURNMENT

It was moved and seconded

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

CARRIED

Certified a true and correct copy of the
Minutes of the meeting of the General
Purposes Committee of the Council of the
City of Richmond held on Monday,
October 2, 2017.

Mayor Malcolm D. Brodie
Chair

Amanda Welby
Legislative Services Coordinator



Finance Committee

Date: Monday, October 2, 2017

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Derek Dang
Councillor Carol Day
Councillor Ken Johnston
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves

Absent: Councillor Chak Au

Call to Order: The Chair called the meeting to order at 4:31 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the Finance Committee held on September 5, 2017, be adopted as circulated.

CARRIED

FINANCE AND CORPORATE SERVICES DIVISION

1. **PERMISSIVE EXEMPTION (2018) BYLAW NO. 9730**
(File Ref. No. 03-0925-02-01) (REDMS No. 5416138)

It was moved and seconded

That Permissive Exemption (2018) Bylaw No. 9730 be introduced and given first, second and third readings.

CARRIED

Finance Committee
Monday, October 2, 2017

2. **CONSOLIDATED FEES BYLAW NO. 8636, AMENDMENT BYLAW NO. 9729**

(File Ref. No. 03-1240-01) (REDMS No. 5538168 v. 1A)

It was moved and seconded

That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9729 be introduced and given first, second and third readings.

The question on the motion was not called as clarification was provided by staff regarding dog licencing for puppies and building permit fees.

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

3. **APPOINTMENT OF EXTERNAL FINANCIAL AUDITOR**

(File Ref. No. 03-0905-01) (REDMS No. 5549980)

It was moved and seconded

That KPMG LLP be appointed as the external financial auditor for the City of Richmond for a five-year period, beginning with the 2017 fiscal year that ends December 31, 2017 through to the 2021 fiscal year that ends December 31, 2021.

CARRIED

4. **AMENDMENTS TO THE 5 YEAR CONSOLIDATED FINANCIAL PLAN (2017-2021) BYLAW 9663**

(File Ref. No. 03-0970-01) (REDMS No. 5535260 v. 3)

It was moved and seconded

That the 5 Year Consolidated Financial Plan (2017-2021) Bylaw 9663, Amendment Bylaw 9757, which incorporates and puts into effect the changes as outlined in the staff report titled "Amendments to the 5 Year Consolidated Financial Plan (2017-2021) Bylaw 9663" dated September 5, 2017 from the General Manager, Finance Corporate Services, be introduced and given first, second and third readings.

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:36 p.m.).

CARRIED

Finance Committee
Monday, October 2, 2017

Certified a true and correct copy of the Minutes of the meeting of the Finance Committee of the Council of the City of Richmond held on Monday, October 2, 2017.

Mayor Malcolm D. Brodie
Chair

Amanda Welby
Legislative Services Coordinator



Planning Committee

Date: Tuesday, October 3, 2017

Place: Anderson Room
Richmond City Hall

Present: Councillor Linda McPhail, Chair
Councillor Bill McNulty
Councillor Chak Au
Councillor Alexa Loo
Councillor Harold Steves

Also Present: Councillor Carol Day (entered at 4:08 p.m.)

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

AGENDA ADDITIONS & DELETIONS

It was moved and seconded

That Item No. 4, Agricultural Land Reserve Appeal Application by Core Concept Consulting Ltd. for Subdivision at 11200 Westminster Highway, be removed from the agenda.

CARRIED

MINUTES

It was moved and seconded

That the minutes of the meeting of the Planning Committee held on September 19, 2017, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

October 17, 2017, (tentative date) at 4:00 p.m. in the Anderson Room

COMMUNITY SERVICES DIVISION

1. **HOUSING AGREEMENT BYLAW NO. 8995, AMENDMENT BYLAW NO. 9761 TO PERMIT THE CITY OF RICHMOND TO AMEND THE EXISTING HOUSING AGREEMENT SECURING AFFORDABLE HOUSING UNITS LOCATED AT 5440 HOLLYBRIDGE WAY (INTRACORP RIVER PARK PLACE)**
(File Ref. No. 08-4057-05) (REDMS No. 5526168 v. 4)

Joyce Rautenberg, Affordable Housing Coordinator, reviewed the proposed Housing Agreement Amendment Bylaw, noting that 18 one bedroom units, 10 two bedroom units and 3 three bedroom units are secured for affordable housing. She added that Catalyst Community Developments Society will be managing the affordable housing units and the development will be their first project in Richmond.

It was moved and seconded

That Housing Agreement Bylaw No. 8995, Amendment Bylaw No. 9761 be introduced and given first, second, and third readings to allow the City to amend the existing Housing Agreement pursuant to an Amending Agreement substantially in the form attached as Schedule A to the bylaw, in accordance with the requirements of section 483 of the Local Government Act, to secure the Affordable Housing Units required by RZ 14-665416.

CARRIED

PLANNING AND DEVELOPMENT DIVISION

2. **APPLICATION BY 1008358 BC LTD FOR REZONING AT 10451/10453 NO. 1 ROAD FROM SINGLE DETACHED (RS1/E) TO COACH HOUSES (RCH1)**
(File Ref. No. RZ 12-8060-20-009753; 16-754653) (REDMS No. 5504451)

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9753, for the rezoning of 10451/10453 No. 1 Road from "Single Detached (RS1/E)" to "Coach Houses (RCH1)", be introduced and given first reading.

CARRIED

3. **APPLICATION BY KNS ENTERPRISES LTD. FOR REZONING AT 9600/9620 GLENACRES DRIVE FROM "SINGLE DETACHED (RS1/E)" ZONE TO "SINGLE DETACHED (RS2/C)" ZONE**
(File Ref. No. 12-8060-20-009765; RZ 17-772629) (REDMS No. 5407112)

Jordan Rockerbie, Planning Technician, reviewed the application and highlighted that each new lot will include a secondary suite.

Planning Committee
Tuesday, October 3, 2017

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9765, for the rezoning of 9600/9620 Glenacres Drive from "Single Detached (RS1/E)" zone to "Single Detached (RS2/C)" zone, be introduced and given first reading.

CARRIED

5. MANAGER'S REPORT

(i) Nanaksar Gurdwara Gursikh Temple Non-Farm Use Application

Councillor Day entered the meeting (4:08 p.m.).

Wayne Craig, Director, Development, updated Committee on the Nanaksar Gurdwara Gursikh Temple Non-Farm Use Application, noting that the Agricultural Land Commission (ALC) has denied their application. He added that the applicants have submitted a reconsideration request to the ALC.

(ii) Greater Vancouver Real Estate Board Learning Session

Mr. Craig noted that the Greater Vancouver Real Estate Board will be hosting a learning session on October 12, 2017 and that staff will be participating and will be available to provide information on development activities.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:10 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Tuesday, October 3, 2017.

Councillor Linda McPhail
Chair

Evangel Biason
Legislative Services Coordinator



City of Richmond

Report to Committee

To: General Purposes Committee

Date: September 11, 2017

From: Andrew Nazareth
General Manager, Finance & Corporate Services

File: 08-4150-01/2017-Vol 01

Re: Industrial Land Intensification Initiative (ILII) – Proposed Work Program

Staff Recommendations

1. That the work program to implement the proposed Richmond Industrial Land Intensification Initiative (ILII) be received for information; and
2. That a one-time expenditure request for \$100,000 be submitted to the 2018 budget process for Council consideration in order to implement the ILII work program.

Andrew Nazareth
General Manager, Finance and Corporate Services
(604-276-4095)

Joe Erceg
General Manager, Planning and Development
(604-276-4083)

Att. 3

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

Staff Report

Origin

This report is in response to the following Council referral to staff, dated April 10, 2017:

That staff be directed to further develop new initiatives specifically related to industrial and new office development, and report back to Council.

There are a number of new office developments proposed or under construction in the City Centre. Demand for large-plate office in the City Centre is high and staff are continuing to connect potential office tenants with developers. Future office development policy initiatives may be brought forward to Council in the future, based on market trends.

In response to Council's referral related to industrial development, and in support of Richmond's broader employment lands policies, staff propose an Industrial Land Intensification Initiative (ILII), as described in this report.

This report supports the following 2014-2018 Council Term Goals:

- Goal #3 – A Well-Planned Community:

Adhere to effective planning and growth management practices to maintain and enhance the livability, sustainability and desirability of our City and its neighbourhoods, and to ensure the results match the intentions of our policies and bylaws.

- Goal #8 – Supportive Economic Development Environment:

Review, develop and implement plans, policies, programs and practices to increase business and visitor appeal and promote local economic growth and resiliency.

Analysis

Purpose

Industrial intensification means the redevelopment of existing industrial sites to achieve higher densities or productivity. It may also entail higher density infill or greenfield development. The benefits of industrial land intensification include:

- Accommodating increased economic and employment activity on a limited land base;
- More efficient use of lands and resources, as well as transportation and site service infrastructure; and
- Reducing the pressure to convert agricultural lands to industrial uses¹.

¹ Summary Report: Opportunities for the Intensive Use of Industrial Land, Metro Vancouver, 2013

The purpose of the proposed Industrial Land Intensification Initiative (ILII) is to ensure that Richmond's policies and bylaws support industrial intensification in a manner that aligns with industry's needs and the City's objectives.

Background

Richmond has a long and productive history of industrial activity. The location and character of industrial uses, however, have shifted over time. (Attachment 1 shows the areas currently designated in the Official Community Plan for industrial and mixed employment uses.)

The City Centre, once characterized by large areas of industrial and auto-oriented land uses, has been evolving into a high-density, mixed-use and transit oriented downtown, as envisioned in the Official Community Plan. Two areas of Industrial Reserve remain designated within the City Centre, however, and primarily provide for light industrial uses (as shown in Attachment 2).

Industrial land in Richmond is now generally concentrated towards the peripheries of the city, such as on Mitchell Island and in the Bridgeport, Riverside, Fraserwood and Crestwood areas. These parts of the city have better access to goods movement infrastructure, such as port and airport facilities and highways. These areas, however, are farther from rapid transit, urban services and the residential neighbourhoods where potential employees reside.

According to the Metro Vancouver 2015 Industrial Lands Inventory, Richmond has the largest inventory of industrial land in the region, at a total of 1,765 hectares. Approximately 80% of this land is developed, leaving only 353 hectares potentially available for future development. A portion of these undeveloped lands, however, may not be suitable for industrial use, or may be limited to certain types of users, for example Vancouver International Airport Authority or Port Metro Vancouver.

As demand for land continues to rise across the city and across land use types, the cost of industrial land is rising, making it more challenging for businesses to secure industrial space or to make profits. Low industrial vacancy rates exacerbate the situation.

Additional challenges that threaten the availability of industrial land include competing land uses and changing industrial needs. The proliferation of non-industrial activities (e.g. indoor recreation) in industrial zones may deplete the land supply for industrial users and contribute to commuter traffic congestion in industrial zones. Recent industrial market trends at the global and regional levels include:

- higher ceilings (e.g. storage racks and stacking to accommodate automated distribution);
- multi-level and multi-storey buildings;
- increased density, including larger buildings and, footprints and larger loading areas;
- site locations for better access to transportation corridors (e.g. Fraser River, highway network and railway);

- potential for 24-hour utilization of industrial lands and shifting of industrial traffic to off-peak periods;
- multi-tenanted and strata-owned warehousing;
- energy and space efficiencies; and
- new business models such as e-commerce and the sharing economy (e.g. multiple users of assets) and industrial automation.

To remain competitive, businesses may need access to industrial sites that can respond and adapt to current and emerging trends. With population growth and urbanization placing high demand on land across the City and throughout the region, Richmond's existing industrial land supply needs to be utilized more efficiently to maintain our leadership position as a business and employment destination within the region. Furthermore, increased industrial land intensification would build upon Richmond's competitive advantages (transportation, location, etc.) that have made the city regionally attractive for business and maintain its traditionally well balanced job-per-resident-worker ratio – an indicator of a balanced and healthy community and a sound tax base.

Policy Context

The proposed Industrial Land Intensification Initiative responds to several City and regional policies and objectives. These are summarized below:

Richmond's Official Community Plan

- Support the development of community-wide employment lands to achieve a resilient economy; and
- Periodically review the Zoning Bylaw to simplify the list of permitted uses on employment lands and re-examine FARs, lot coverage and building heights to enable densification and multi-use.

Employment Lands Strategy Vision

- Richmond will continue to serve as a pre-eminent Asia-Pacific air, sea, land and intermodal gateway and technology hub providing a strategic range of employment uses for a resilient economy, with high City jobs-to-labour force ratio, and high paying jobs for local and regional residents.

Resilient Economy Strategy Implementation Plan

- Increase Richmond's capacity to accommodate light industrial business;
- Strengthen Richmond's role as a gateway for goods import and export;

- Retain and support existing businesses; and
- Support economic diversity, small business opportunities and localization.

Metro Vancouver 2040 Regional Growth Strategy

- Promote land development patterns that support a diverse regional economy and employment close to where people live; and
- Protect the supply of industrial land.

In the last few years, Metro Vancouver has explored the concept of industrial land intensification, culminating in a 2013 report on the opportunities for the intensive use of industrial land. Staff are familiar with the methodologies and best practices and continue to liaise with Metro Vancouver on more detailed work related to industrial land. Ongoing work at the regional level will be integrated in the ILII and any Richmond-specific outcomes will be provided to supplement Metro Vancouver's industrial land initiatives.

Proposed Industrial Land Intensification Initiative

The objectives, scope, resources and timeline required to undertake the ILII, as well as the Economic Advisory Committee's endorsement of the project are described below.

Project Objectives

The proposed Industrial Land Intensification Initiative has the following objectives:

- Develop a comprehensive understanding of current utilization of Richmond's industrial land in terms of development attributes, such as lot coverage, building height, parking requirements, and site accessibility via road network for all modes, including transit and walkability;
- Develop a comprehensive understanding of the permitted uses, industries, employment density and job types in Richmond's industrial zones (Attachment 3);
- Identify and assess industrial intensification opportunities in Richmond in the context of existing and new businesses, market trends, best practises and other City policies and objectives;
- Prepare and introduce, as appropriate, amendments to Richmond Zoning Bylaw 8500 that will provide for better utilization of industrial zones in alignment with the city's long-term employment goals and its position on the forefront of the Asia Pacific Gateway;
- Review utility service capacity and transportation infrastructure needs to support industrial land intensification policies; and

- Identify and prepare additional policies and procedures that will support industrial intensification. Examples include recommendations for optimization of site development attributes (e.g. increased lot coverage or building heights) or a new set of permitted uses in light industrial zones to better reflect tenant demand for industrial space.

Project Scope

To accomplish the above objectives, the Industrial Land Intensification Initiative is proposed to be divided into two phases, as described generally below. Both phases will be led by City staff but are expected to require external consulting resources.

1. Phase I – information gathering and analysis stage which will include the following key elements:
 - GIS data collection and analysis of existing businesses licences within industrial zones to determine number and type of land uses occurring within the zones;
 - Research on best practices for industrial intensification in an urban context in comparable jurisdictions;
 - Engagement of key stakeholders and review of secondary data to determine industrial market trends and confirm current utilization of industrial zones in Richmond;
 - In-depth review of Richmond's existing standard and site-specific industrial zones;
 - Gap analysis of current utilization of Richmond's industrial zones against industrial market trends and industrial user needs;
 - Identification and review of appropriate evaluation criteria for industrial intensification;
 - Identification of utility service capacity and transportation infrastructure needs to support draft industrial land intensification policies; and
 - Preparation of draft policy and bylaw directions to support intensification of Richmond's industrial land base.
2. Phase II – policy development and stakeholder consultation stage to be completed by mid-2019 and to include:
 - Internal and external consultation with relevant stakeholders on draft policy and bylaw amendments;
 - Revision of proposed policy and bylaw amendments and further internal and external consultation;

- Development of a policy implementation framework, including permitting and servicing mechanisms, as well as relevant grandfathering provisions;
- Development and implementation of policy effectiveness monitoring mechanism and ongoing reporting.

Project Resources

The ILII work program will be co-managed by the City's Policy Planning Department and Economic Development division. Both phases of the project will engage an internal working group, with planning, transportation, economic development, real estate and other internal resources, as needed. During both phases of the project, the Economic Advisory Committee will be effectively engaged to provide direction and input at critical stages of the project and to validate research findings, applicability of best practices to Richmond and feasibility of proposed policy directives.

It is proposed that professional expertise be retained to carry out some of the information and analysis work under Phase I of the proposed ILII. A qualified team of consultants would be selected through a request for proposals process. Additional consultant support may be required during Phase II of the project and such will be completed through a separate request for proposal process and contract, as needed.

It is estimated that implementation of the ILII work program would cost \$100,000 to the City, including \$70,000 in consulting costs for Phase I, \$20,000 in consulting costs for Phase II and \$10,000 in contingencies. It is therefore proposed that a \$100,000 funding request be submitted to the 2018 budget process for consideration as part of the one-time expenditure requests.

Project Timelines

Pending approval of the work program, a request for proposal process for the portion of Phase I requiring consulting assistance will be launched. It is anticipated that the consultant for Phase I will be retained in early 2018, with findings and recommendations complete by the third quarter of 2018. It is anticipated that Phase II will commence in late 2018 and conclude by mid-2019. This will include the stakeholder consultation stage and the refinement of policy and bylaw directions.

Staff will report back to Council as key milestones in the ILII implementation schedule are accomplished. It is anticipated that the next update to Council will occur in late 2018 and will contain the findings from Phase I of the ILII.

Economic Advisory Committee Endorsement

At the March 9, 2017 meeting of the Richmond Economic Advisory Committee (EAC), staff delivered a progress report on implementation of the City's Resilient Economy Strategy and next steps, which included a high level outline of the ILII. At the May 25, 2017 EAC meeting staff delivered further detail on the proposed ILII, including the draft objectives and approach, stakeholder engagement framework and implementation parameters described above. In both

instances, EAC members were highly supportive of the ILII and welcomed their project oversight and advisory role, as well as staff's proposed approach to implementing the ILII.

Financial Impact

None.

Conclusion

As demand for land continues to rise across the city and across land use types, the cost of industrial land is rising, making it more challenging for businesses to secure industrial space or to make profits. Low industrial vacancy rates exacerbate the situation. Additional challenges that threaten the availability of industrial land include competing land uses and changing industrial needs. To remain competitive, businesses may need access to industrial sites that can respond and adapt to current and emerging trends. With population growth and urbanization placing high demand on land across the region, Richmond's existing industrial land supply needs to be utilized efficiently.

In response to Council's referral related to industrial development, and in support of Richmond's broader employment lands policies, staff propose an Industrial Land Intensification Initiative (ILII), as described in this report. The initiative is broken down in two phases, an information gathering and analysis phase and a policy development and stakeholder consultation stage. The project will be led by City staff, under advisory and oversight by the Council's Economic Advisory Committee. It is estimated that implementation of the proposed work program will require \$100,000 in consulting budget and will be completed by mid-2019.

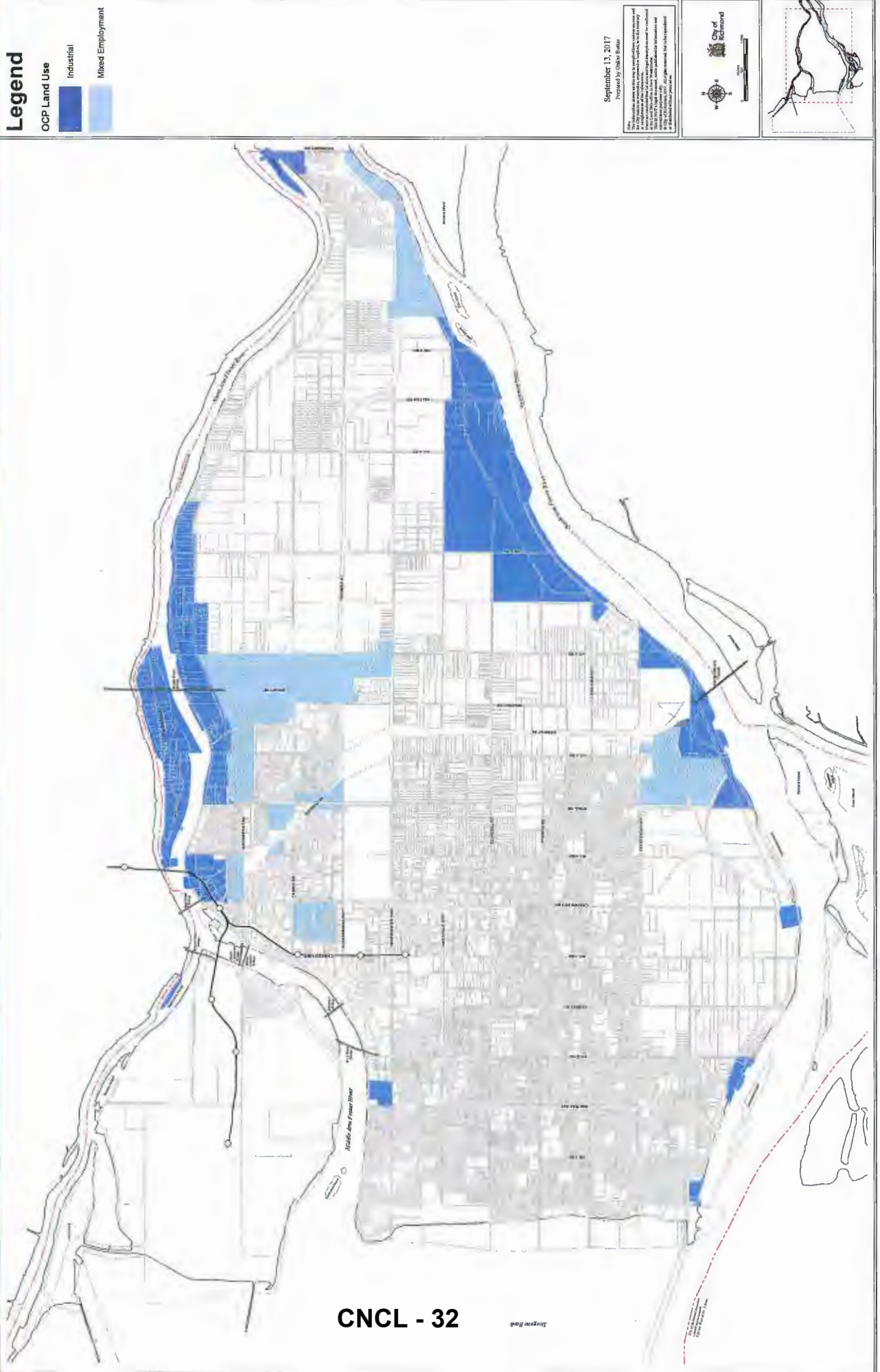


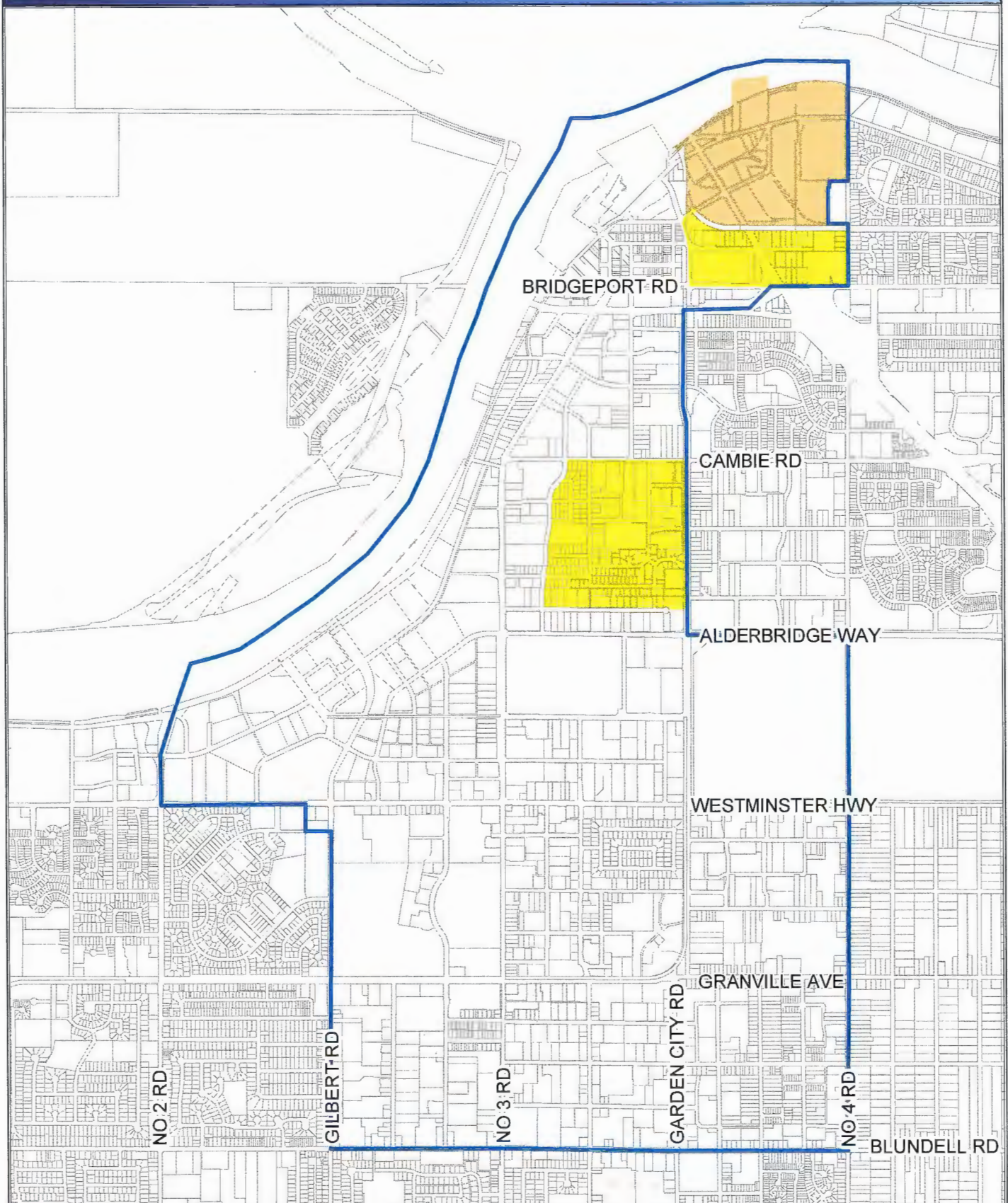
Neonila Lilova
Manager, Economic Development
(604-247-4934)



Tina Atva
Senior Planning Coordinator, Policy Planning
(604-276-4164)

- Att. 1: Areas Designated Industrial and Mixed Employment in the Official Community Plan
2: Industrial Land Reserve Areas in the City Centre
3: Areas Zoned Industrial in City Zoning Bylaw 8500





Legend
 City Centre Boundary
 Industrial Reserve Areas
 Industry-Only
 Limited Commercial

CNCL - 33

September 13, 2017
 Prepared by Cedar Grove

Scale: 1:5,720
 City of Richmond







City of Richmond

Report to Committee

To: General Purposes Committee

Date: September 13, 2017

From: Jennifer Hayes
Staff Solicitor



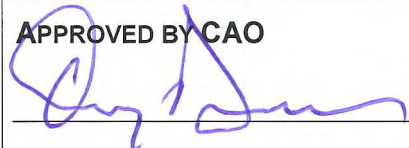
File: 12-8060-20-009718

Re: Omnibus Bylaw for Definition Housekeeping Amendments

Staff Recommendation

1. That the following bylaws are introduced and given first, second and third readings:
 - a. Housekeeping (Amendments) Bylaw No. 9718;
 - b. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw 9768;
 - c. Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw 9767;
 - d. Bylaw Enforcement Officer Bylaw No. 9742; and
 - e. Unsightly Premises Regulation Bylaw No. 7162, Amendment Bylaw No. 9766.
2. That all appointments by Council of bylaw enforcement officers pursuant to the *Police Act* be rescinded.


Jennifer Hayes
Staff Solicitor
(604-247-4693)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Business Licences	<input checked="" type="checkbox"/>	
Community Bylaws	<input checked="" type="checkbox"/>	
Building Approvals	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

As a result of recent amendments to a variety of City of Richmond (the “City”) bylaws it has come to staff’s attention that there is inconsistency in the definitions used for certain key licencing and enforcement roles in the City’s bylaws. Additionally, a number of the bylaws do not yet set the limit on fines at maximum permitted by the *Offence Act*.

This report deals with housekeeping amendments to rectify the foregoing and to clarify the appointment of the City’s bylaw enforcement officers. These amendments will provide clarity contributing to the general public’s understanding of the City’s bylaws.

This report supports Council’s 2014-2018 Term Goal #1 A Safe Community:

Maintain emphasis on community safety to ensure Richmond continues to be a safe community.

Analysis

Omnibus Housekeeping Bylaw

Staff have conducted a review of the City’s Bylaws, and have identified those recommended to be amended to ensure that the definitions for animal control officer, bylaw enforcement officer, and licence inspector are current and consistent among the City’s bylaws. The definition of Bylaw Enforcement Officer has been amended recently in the Traffic Bylaw, Business Licence Bylaw and Business Regulation Bylaw, as part of other amendments adopted by Council. The definition used is as set out below and forms the basis of the amended definitions used in the proposed *Housekeeping (Amendments) Bylaw No. 9718* (Attachment 1):

“Bylaw Enforcement Officer means an employee of the City, appointed to the job position or title of bylaw enforcement officer or licence inspector, or acting in another capacity, on behalf of the City for the purpose of the enforcement of one or more of the City bylaws.”

Staff have also reviewed the City’s bylaws to identify those for which increasing the limit on fines to the maximum permitted under the *Offences Act*, has not yet occurred. Without the amendments to increase the limit on fines, fines are limited to \$2,000 for long-form bylaw prosecutions in court.

<i>Bylaw</i>	<i>Definitions Amended</i>	<i>Limit on fines increased to maximum under Offences Act</i>
Animal Control Regulation Bylaw No. 7932	Licence Inspector	N/A. Already set at \$10,000
Business Licence Bylaw No. 7360	Licence Inspector, section 1.8	N/A. Already set at \$10,000
Business Regulation Bylaw No. 7538	Licence Inspector	N/A. Already set at \$10,000
Dog Licencing Bylaw No. 7138	Animal Control Officer; Licence Inspector	Yes
Drainage, Dyke and Sanitary Sewer Bylaw No. 7551	Bylaw Enforcement Officer	N/A. Already set at \$10,000
Election and Political Signs Bylaw No. 8713	Bylaw Enforcement Officer	N/A. Already set at \$10,000

Fire Protection and Life Safety Bylaw No. 8306	Bylaw Enforcement Officer	N/A. Already set at \$10,000
Nuisance Prohibition Bylaw No. 6983	N/A.	Yes
Parking (Off-Street) Regulation Bylaw No. 7403	Bylaw Enforcement Officer	Yes
Traffic Bylaw No. 5870	N/A. <i>Recently amended</i>	Yes
Unsanitary Premises Regulation Bylaw No. 7162	Bylaw Enforcement Officer	Yes
Vehicle For Hire Regulation Bylaw No. 6900	Licence Inspector	Yes

Amendment to Ticketing Bylaws related to Operating without a Business Licence

In addition to increasing fines to the maximum permitted under the *Offences Act*, there is also an opportunity to increase the fines related to operating a business without a licence. The current bylaws permit the issuance of a Municipal Ticket Information (“MTI”) in the amount of \$100. As has been experienced on a number of recent difficult enforcement portfolios (therapeutic touch businesses, illegal marijuana dispensary), this amount has not been sufficient to deter non-compliance. In addition, there are no provisions in the Notice of Bylaw Violation Dispute Adjudication Bylaw to issue tickets (“BVN”) for operating a business without a licence.

This report proposes to increase the value of an MTI to \$1000 and add a ticketing provision to the Notice of Bylaw Violation Dispute Adjudication Bylaw, both related to business operating without a licence. The Notice of Bylaw Violation Dispute Adjudication Bylaw includes provisions for discounted penalties based on early payment. It is proposed that the penalty for operating a business without a licence be set at \$450, with a discount of \$50 if the ticket is paid within 28 days and a penalty of \$50, bringing the maximum fine to \$500, if it is not paid within 60 days. In addition, staff recommend a further housekeeping amendment to the Notice of Bylaw Violation Dispute Adjudication Bylaw to alphabetize the various bylaws listed in Section 1.1 and the ticketing schedules.

Increasing the amount of MTI’s and adding a ticketing provision to the Bylaw Violation Dispute Adjudication Bylaw related to business licences will give enforcement staff two different tools to consider when dealing with businesses operating without a licence. If approved, the new ticketing provisions will be in addition to the current enforcement options which include pursuing long form prosecution, civil injunction or suspension or cancellation of licences. The amounts proposed (\$1000 for MTI’s and \$500 for BVN’s) are consistent with penalties for other violations as contained in these bylaws, and are the maximum amounts permitted by statute.

Appointment of Bylaw Enforcement Officers

Under the current provincial legislation, bylaw enforcement officers may be appointed one of two ways:

1. Pursuant to Section 36 of the *Police Act*:
 - a. Each officer is individually appointed;
 - b. Duties are specified in the appointment;
 - c. Swear an oath under the *Police Act*;
 - d. Can serve court summons; and

- e. Can issue tickets and notices if authorized under the MTI and Notice of Bylaw Violation Bylaws.
2. By City Bylaw, where particular positions or job titles are assigned powers, duties and functions:
- a. Does not require appointment of specific individuals, an employment letter for the appointed position is often enough;
 - b. Cannot serve court summons; and
 - c. Can issue tickets and notices if authorized under the MTI and Notice of Bylaw Violation Bylaws.

In the past the City has elected to use a combination of the methods set out above. Prior to the enactment of the *Community Charter*, bylaw enforcement officers were required to be appointed pursuant to the *Police Act*, and a number of bylaw officers have been appointed by Council in this manner. There are numerous challengers with this type of appointment, including that bylaw enforcement officers are no longer under the supervision of the City but required to conduct their duties under the direction of the Officer In Charge at the local RCMP detachment. The bylaws are the City's to enforce and thus the enforcement of the City bylaws should be under the direction of City staff. Thus in addition to the new bylaw proposed below, staff recommend rescinding the past *Police Act* appointments made by Council. All such appointments can be rescinded by Council in one blanket resolution.

Moving forward, staff recommend that all bylaw enforcement officers be appointed by bylaw as provided for in the *Community Charter* (option 2 above). If adopted, the bylaw attached to this report (Attachment 2), will explicitly set out the assigned powers, duties and functions of the positions within the City responsible for the enforcement of City bylaws, similar to the City's *Officer and General Manager Bylaw*. This ensures that bylaw enforcement officers will be supervised by and conduct their enforcement duties at the direction of the City. This will create clarity going forward.

Amendment to Clarify Signatory to Unsightly Premises Orders

This report also proposes a minor change to the Unsightly Premises Regulation Bylaw to remove the restriction that only the Manager of Community Bylaws can sign orders demanding compliance with the bylaw. This amendment will assist enforcement officers in the field so that any one of them can demand compliance, in the field and without returning to the office to notify the Manager.

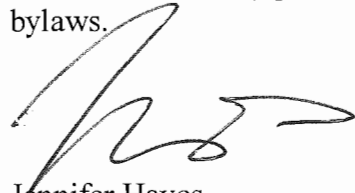
Financial Impact

None

Conclusion

The amendments in the proposed *Housekeeping (Amendments) Bylaw*, *Municipal Ticket Information Bylaw Amendment Bylaw* and the *Notice of Bylaw Violation Dispute Adjudication*

Bylaw Amendment Bylaw would add consistency to a number of the City's bylaws, including penalties and procedures related to non-compliance. The proposed *Bylaw Enforcement Officer Bylaw* would add clarity surrounding the appointment of bylaw enforcement officers and their powers, duties and functions. These changes also address the City's commitment to improve customer service by providing clarity which also contributes to the public's understanding of its bylaws.



Jennifer Hayes
Staff Solicitor
(604-247-4693)



Carli Edwards, P.Eng
Acting Senior Manager, Community Safety, Policy
& Programs and Licencing
(604-276-4136)



Housekeeping (Amendments) Bylaw No. 9718

WHEREAS this bylaw provides for housekeeping amendments to a number of City bylaws to standardize the definitions of Animal Control Officer, Bylaw Enforcement Officer, and Licence Inspector, and to standardize the maximum fine under the *Offences Act*;

NOW THEREFORE, under its statutory powers, including Part 2, Division 1, Section 8, and Part 8, Division 1, Sections 260 through 263 of the *Community Charter* the Council of the City of Richmond enacts as follows:

PART ONE: Animal Control Regulation Bylaw No. 7932

- 1.1** Animal Control Regulation Bylaw No. 7932, as amended, is further amended at Section 9.1 by deleting the definition of **Licence Inspector** and replacing it with the following:

“LICENCE INSPECTOR means an employee of the **City**, appointed to the job position or title of inspector or officer, and includes Bylaw Enforcement Officers, Licence Inspectors and the Chief Licence Inspector.”

PART TWO: Business Licence Bylaw No. 7360

- 2.1** Business Licence Bylaw No. 7360, as amended, is further amended at Section 7.1 by deleting the definition of **Licence Inspector** and replacing it with the following:

“LICENCE INSPECTOR means an employee of the **City**, appointed to the job position or title of inspector or officer, and includes Bylaw Enforcement Officers, Licence Inspectors and the Chief Licence Inspector.”

PART THREE: Business Regulation Bylaw No. 7538

- 3.1** Business Regulation Bylaw No. 7538, as amended, is further amended at Section 26.1 by deleting the definition of **Licence Inspector** and replacing it with the following:

“LICENCE INSPECTOR means an employee of the **City**, appointed to the job position or title of inspector or officer, and includes Bylaw Enforcement Officers, Licence Inspectors and the Chief Licence Inspector.”

PART FOUR: Dog Licencing Bylaw No. 7138

- 4.1 Dog Licencing Bylaw No. 7138, as amended, is further amended at Section 3.2 by deleting Section 3.2 and replacing it with the following:

“3.2 Every person who:

- (a) violates or contravenes any provision of this bylaw; or
- (c) neglects or refrains from doing anything required under the provisions of this bylaw,

commits an offence and upon conviction shall be liable to a fine of not more than Ten Thousand Dollars (\$10,000.00), in addition to the costs of the prosecution, and where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence.”

- 4.2 Dog Licencing Bylaw No. 7138, as amended, is further amended at Section 4.1 by deleting the definition of **Animal Control Officer** and replacing it with the following:

“ANIMAL CONTROL OFFICER means:

(a) an employee of the **City**, appointed to the job position or title of bylaw enforcement officer or licence inspector, or acting in another capacity, on behalf of the **City** for the purpose of the enforcement of one or more of the **City** bylaws; or

(b) a person employed by the **Contractor** to undertake animal control services.”

- 4.3 Dog Licencing Bylaw No. 7138, as amended, is further amended at Section 4.1 by deleting the definition of **Licence Inspector** and replacing it with the following:

“LICENCE INSPECTOR means an employee of the **City**, appointed to the job position or title of inspector or officer, and includes Bylaw Enforcement Officers, Licence Inspectors and the Chief Licence Inspector.”

PART FIVE: Drainage, Dyke and Sanitary Sewer Bylaw No. 7551

- 5.1 Drainage, Dyke and Sanitary Sewer Bylaw No. 7551 as amended, is further amended at Section 5.1 by deleting the definition of **Bylaw Enforcement Officer** and replacing it with the following:

“BYLAW ENFORCEMENT OFFICER means an employee of the **City**, appointed to the job position or title of bylaw enforcement officer or licence

inspector, or acting in another capacity, on behalf of the **City** for the purpose of the enforcement of one or more of the **City** bylaws.”

PART SIX: Election and Political Signs Bylaw No. 8713

- 6.1 Election and Political Signs Bylaw No. 8713, as amended, is further amended at Section 4.1 by deleting the definition of **Bylaw Enforcement Officer** and replacing it with the following:

“BYLAW ENFORCEMENT OFFICER means an employee of the **City**, appointed to the job position or title of bylaw enforcement officer or licence inspector, or acting in another capacity, on behalf of the **City** for the purpose of the enforcement of one or more of the **City** bylaws.”

PART SEVEN: Fire Protection and Life Safety Bylaw No. 8306

- 7.1 Fire Protection and Life Safety Bylaw No. 8306, as amended, is further amended at Schedule A by deleting the definition of **Bylaw Enforcement Officer** and replacing it with the following:

“ **“Bylaw Enforcement Officer”** means an employee of the **City**, appointed to the job position or title of bylaw enforcement officer or licence inspector, or acting in another capacity, on behalf of the **City** for the purpose of the enforcement of one or more of the **City** bylaws.”

PART EIGHT: Nuisance Prohibition Bylaw No. 6983

- 8.1 Nuisance Prohibition Bylaw No. 6983, as amended, is further amended at Section 2.1 by deleting Section 2.1 and replacing it with the following:

“2.1 Any person who:

- (a) violates or contravenes any provision of this bylaw, or who causes or allows any provision of this bylaw to be violated or contravened; or
- (b) fails to comply with any of the provisions of this bylaw, any other **City** bylaw, or any applicable statute; or
- (c) neglects or refrains from doing anything required under the provisions of this bylaw; or
- (d) makes any false or misleading statement,

commits an offence and upon conviction shall be liable to a fine of not more than Ten Thousand Dollars (\$10,000.00), in addition to the costs of the prosecution, and where the

offence is a continuing one, each day that the offence is continued shall constitute a separate offence.”

PART NINE: Parking (Off-Street) Regulation Bylaw No. 7403

- 9.1** Parking (Off-Street) Regulation Bylaw No. 7403, as amended, is further amended at Section 8.1 by deleting the definition of **Bylaw Enforcement Officer** and replacing it with the following:

“BYLAW ENFORCEMENT OFFICER means an employee of the **City**, appointed to the job position or title of bylaw enforcement officer or licence inspector, or acting in another capacity, on behalf of the **City** for the purpose of the enforcement of one or more of the **City** bylaws.”

- 9.2** Parking (Off-Street) Regulation Bylaw No. 7403, as amended, is further amended at Section 9.5 by deleting Section 9.5 and replacing it with the following:

“9.5 Offence Act Procedures

Any person who:

- 9.5.1 violates or contravenes any provision of this bylaw, or who causes or allows any provision of this bylaw to be violated or contravened;
- 9.5.2 fails to comply with any of the provisions of this bylaw;
- 9.5.3 neglects or refrains from doing anything required under the provisions of this bylaw;
or
- 9.5.4 makes any false or misleading statement to a **bylaw enforcement officer** respecting compliance with this bylaw,

commits an offence and upon conviction shall be liable to a fine of not more than Ten Thousand Dollars (\$10,000.00), in addition to the costs of the prosecution, and where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence.”

PART TEN: Traffic Bylaw No. 5870

- 10.1** Traffic Bylaw No. 5870, as amended, is further amended at Section 36 by deleting Section 36 and replacing it with the following:

“36. OFFENCE ACT PROCEDURES

Any person who:

- 36.1 violates or contravenes any provision of this bylaw, or who causes or allows any provision of this bylaw to be violated or contravened;
- 36.2 fails to comply with any of the provisions of this bylaw;
- 36.3 neglects or refrains from doing anything required under the provisions of this bylaw;
or
- 36.4 makes any false or misleading statement to a **bylaw enforcement officer** respecting compliance with this bylaw,

commits an offence and upon conviction shall be liable to a fine of not more than Ten Thousand Dollars (\$10,000.00), in addition to the costs of the prosecution, and where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence.”

PART ELEVEN: Unsightly Premises Regulation Bylaw No. 7162

- 11.1** Unsightly Premises Regulation Bylaw No. 7162, as amended, is further amended at Section 3.1 by deleting the definition of **Bylaw Enforcement Officer** and replacing it with the following:

“BYLAW ENFORCEMENT OFFICER means an employee of the **City**, appointed to the job position or title of bylaw enforcement officer or licence inspector, or acting in another capacity, on behalf of the **City** for the purpose of the enforcement of one or more of the **City** bylaws.”

- 11.2** Unsightly Premises Regulation Bylaw No. 7162, as amended, is further amended at Section 4.1 by deleting Section 4.1 and replacing it with the following:

“8.1 Any person who:

- (a) violates or contravenes any provision of this bylaw, or who causes or allows any provision of this bylaw to be violated or contravened; or
- (b) fails to comply with any of the provisions of this bylaw, any other **City** bylaw, or any applicable statute; or
- (c) neglects or refrains from doing anything required under the provisions of this bylaw; or
- (d) obstructs, or seeks or attempts to prevent or obstruct a person who is involved in the execution of duties under this bylaw,

commits an offence and upon conviction shall be liable to a fine of not more than Ten Thousand Dollars (\$10,000.00), in addition to the costs of the prosecution, and where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence.”

PART TWELVE: Vehicle For Hire Regulation Bylaw No. 6900

12.1 Vehicle For Hire Regulation Bylaw No. 6900, as amended, is further amended at Section 8.1 by deleting Section 8.1 and replacing it with the following:

“**8.1** Any **licencee, operator**, or any other person who:

- (a) violates or contravenes any provision of this bylaw, or who causes or allows any provision of this bylaw to be violated or contravened; or
- (b) fails to comply with any of the provisions of this bylaw, any other **City** bylaw, or any applicable statute; or
- (c) neglects or refrains from doing anything required under the provisions of this bylaw; or
- (d) fails to maintain the standard of qualification required for the issuance of a licence under the **City’s** Business Licence Bylaw; or
- (e) makes any false or misleading statement,

commits an offence and upon conviction shall be liable to a fine of not more than Ten Thousand Dollars (\$10,000.00), in addition to the costs of the prosecution, and where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence, and may result in the suspension, cancellation or revocation of the **licence** in question.”

12.2 Vehicle For Hire Regulation Bylaw No. 6900, as amended, is further amended at Section 10.1 by deleting the definition of **Licence Inspector** and replacing it with the following:

“**LICENCE INSPECTOR** means an employee of the **City**, appointed to the job position or title of inspector or officer, and includes Bylaw Enforcement Officers, Licence Inspectors and the Chief Licence Inspector.”

PART THIRTEEN: GENERAL

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

13.3 This Bylaw is cited as “**Housekeeping (Amendments) Bylaw No. 9718**”.

ADOPTED

CORPORATE OFFICER

CITY OF
RICHMOND

APPROVED
for content by
originating
dept.

APPROVED
for legality
by Solicitor



**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122,
Amendment Bylaw No. 9768**

The Council of the City of Richmond enacts as follows:

1. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended by deleting Part 1.1 in its entirety and replacing it with the following:

“1.1 This bylaw applies only to those contraventions included in the following bylaws as enacted by the City of Richmond:

Animal Control Regulation Bylaw No. 7932, as amended;
Business Licence Bylaw No. 7360, as amended;
Commercial Vehicle Licencing Bylaw No. 4716, as amended;
Demolition Waste and Recyclable Materials Bylaw No. 9516;
Dog Licencing Bylaw No. 7138, as amended;
Donation Bin Regulation Bylaw No. 9502;
Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551, as amended;
Election and Political Signs Bylaw No. 8713;
Fire Protection and Life Safety Bylaw No. 8306, as amended;
Newspaper Distribution Regulation Bylaw No. 7954;
Noise Regulation Bylaw No. 8856, as amended;
Parking (Off-Street) Regulation Bylaw No. 7403, as amended;
Public Parks and School Grounds Regulation Bylaw No. 8771, as amended;
Sign Regulation Bylaw No. 9700;
Soil Removal and Fill Deposit Regulation Bylaw 8094, as amended;
Traffic Bylaw No. 5870, as amended;
Vehicle For Hire Regulation Bylaw No. 6900, as amended;
Water Use Restriction Bylaw no. 7784, as amended;
Watercourse Protection and Crossing Bylaw No. 8441;

and that are identified in Schedule A, attached hereto and forming part of this bylaw.”

2. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended by deleting Schedule A in its entirety and replacing it with Schedule A as attached to and forming part of this bylaw.
3. This Bylaw is cited as "Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9768."

FIRST READING


SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

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

Schedule A to Bylaw No. 8122

Schedule – Animal Control Regulation Bylaw No. 7932 (2005)							
Designated Bylaw Contraventions and Corresponding Penalties							
A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Animal Control Regulation Bylaw No. 7932 (2005) CL - 49	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
	Causing an animal to be tied or fastened to a fixed object in a prohibited manner	1.1.1(a)	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Causing an animal to be confined in an enclosed space or vehicle in a prohibited manner	1.1.1(b)	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Causing an animal to be transported in an uncovered part of a vehicle in a prohibited manner	1.1.1(c)	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Animal has killed or injured a person or animal	1.1.2(a)	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Animal has aggressively pursued or harassed a person or animal	1.1.2(b)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Animal has been deprived of food or water	1.2.1(a)	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Animal receptacles unclean or contaminated	1.2.1(b)	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Animal deprived of periodic and beneficial exercise	1.2.1(c)	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a

Animal deprived of veterinary care for pain or suffering	1.2.1(d)	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
Animal deprived of clean and appropriate outdoor shelter	1.3.1	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
Permitting a cat which is not spayed or neutered to run at large	2.2.1.1(c)	No	\$ 100.00	\$ 75.00	\$ 125.00	n/a
Possessing more than 3 dogs in a one-family or two-family dwelling	2.3.1.1	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
Possessing more than 2 dogs in one unit of a multi-family dwelling	2.3.1.2	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
Failure by owner to leash a dog	2.3.2.1(a)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Permitting a dog to run at large	2.3.2.1(b)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Failure by owner to clean up excrement from a dog	2.3.3.1	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Failure by owner to confine dog	2.3.4.1	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Failure of owner to control a dangerous dog	2.3.4.2(a)	No	\$ 500.00	\$ 450.00	\$ 525.00	n/a
Failure of owner to confine a dangerous dog	2.3.4.2(b)	No	\$ 500.00	\$ 450.00	\$ 525.00	n/a
Failure to control a dog in a designated off-leash area	2.3.5.1	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Permitting more than 3 dogs off leash in a designated off-leash area without valid off-leash permit	2.3.5.2(a)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Permitting a dangerous dog off leash in a designated off-leash area	2.3.5.2(b)	No	\$ 300.00	\$ 275.00	\$ 325.00	n/a
Failure of owner to leash a dog displaying aggressive behaviour	2.3.5.3	No	\$ 100.00	\$ 75.00	\$ 125.00	n/a
Failure by owner to deliver a dangerous dog	8.3.4(b)	No	\$ 500.00	\$ 450.00	\$ 525.00	n/a

	to an Animal Control Officer	8.3.14	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Failure to provide valid and current identification to an Animal Control Officer						

Schedule – Business Licence Bylaw No. 7360 (2002) Designated Bylaw Contraventions and Corresponding Penalties							
A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Business Licence Bylaw No. 7360 (2002)	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
	Operating a business without a licence	4.1.1	No	\$ 450.00	\$ 400.00	\$ 500.00	n/a

Schedule – Commercial Vehicle Licensing Bylaw No. 4716 (1987) Designated Bylaw Contraventions and Corresponding Penalties							
A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Commercial Vehicle Licensing Bylaw No. 4716 (1987)	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
CNCL - 53	Operating a vehicle without a valid commercial licence	16 (2)(a)	n/a	\$ 50.00	\$ 50.00	\$ 75.00	n/a
	Operating a vehicle without a valid commercial licence plate displayed	16 (2)(a)	n/a	\$ 50.00	\$ 50.00	\$ 75.00	n/a
	Displaying a commercial licence plate on any vehicle not authorized	16 (2)(b)	n/a	\$ 50.00	\$ 50.00	\$ 75.00	n/a

Schedule – Demolition Waste and Recyclable Materials Bylaw No. 9516 Designated Bylaw Contraventions and Corresponding Penalties							
A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Demolition Waste and Recyclable Materials Bylaw No. 9516 CNCL - 54	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
	Failure to submit a completed waste disposal and recycling services plan with an application for a building permit for demolition	2.1	No	\$ 475.00	\$ 450.00	\$ 500.00	n/a
	Commencing, continuing, causing or allowing the commencement or continuation of demolition work without an approved waste disposal and recycling services plan	2.2	No	\$ 475.00	\$ 450.00	\$ 500.00	n/a
	Removing recyclable material from a site to a location other than a recycling facility or as otherwise set out in an approved waste disposal and recycling services plan	2.3	No	\$ 475.00	\$ 450.00	\$ 500.00	n/a
	Removing waste (other than recyclable materials) from a site to a location other than a disposal facility	2.4	No	\$ 475.00	\$ 450.00	\$ 500.00	n/a

Schedule – Dog Licencing Bylaw No. 7138 Designated Bylaw Contraventions and Corresponding Penalties							
A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Dog Licencing Bylaw No. 7138	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
CNCL - 55	Failure to obtain a valid dog licence for a dog	1.1.1(a)	No	\$ 300.00	\$ 250.00	\$ 325.00	n/a
	Failure to obtain a valid dog licence for a dangerous dog	1.1.1(a)	No	\$ 500.00	\$ 450.00	\$ 525.00	n/a
	Failure to attach a valid dog licence as required for a dog	1.1.1(b)	No	\$ 200.00	\$ 150.00	\$ 225.00	n/a
	Failure to attach a valid dog licence as required for a dangerous dog	1.1.1(b)	No	\$ 400.00	\$ 350.00	\$ 425.00	n/a
	Failure to produce a valid dog licence for a dog upon request	1.1.1(c)	No	\$ 300.00	\$ 250.00	\$ 325.00	n/a
	Failure to produce a valid dog licence for a dangerous dog upon request	1.1.1(c)	No	\$ 500.00	\$ 450.00	\$ 525.00	n/a

Schedule – Donation Bin Regulation Bylaw No. 9502

Designated Bylaw Contraventions and Corresponding Penalties

A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Donation Bin Regulation Bylaw No. 9502	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
CNCL - 56	Placing or maintaining a donation bin on City land without a permit	1.2.1	No	\$ 475.00	\$ 450.00	\$ 500.00	n/a
	Placing a donation bin on a donation bin site outside the designated donation bin location	2.2.4(a)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Securing donation bin to unauthorized structure	2.2.4(b)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Failure to display identification information regarding the permittee	2.2.4(c)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Failure to display identification decal on donation bin	2.2.4(d)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Failure to display a written or pictorial list of items that can be in the donation bin	2.2.4(e)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Failure to display notice that all donation articles must fit into the donation bin, prohibiting any items to be left outside or around the donation bin on or near the donation bin site, and prohibiting the donation of items that may create a safety hazard	2.2.4(f)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a

Failure to display the telephone number for a manned 24-hour on-call line for use by the City and the public to report issues with the donation bin	2.2.4(g)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Failure to cause telephone number displayed on donation bin to be manned 24-hour per day	2.2.4(g)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Failure to display a donation pick up schedule for the donation bin	2.2.4(h)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Failure to display "No Dumping" signage on donation bin	2.2.4(i)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Failure to display a brief written message on donation bin identifying the permittee's charitable works benefiting the residents of the City	2.2.4(j)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Displaying third party advertising on donation bin	2.2.4(k)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Placing donation bin within traffic sightline	2.2.4(l) and (m)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Placing donation bin so as to create a safety hazard or restrict accessibility	2.2.4(n)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Exceeding permitted dimensions of donation bin	2.2.4 (o)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Failure for donation bin to be professional in appearance and construction	2.2.4(p)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Failure to comply with term or condition of permit	2.2.4(q)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Failure to maintain required commercial general liability insurance coverage	2.2.5(b)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Failure to maintain insurance for the vehicles used in servicing, maintaining, and picking-up	2.2.5(c)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a

from the donation bin(s)						
Failure to provide the City with an up-to-date list of the specific locations of all donation bins	2.2.5(d)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Failure to remove rubbish and other materials within 5 m of donation bins within 24 hours	2.2.5(e)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Failure to provide an updated charitable statement upon request	2.2.5(f)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a

Schedule – Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551 Designated Bylaw Contraventions and Corresponding Penalties							
A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
CNCL - 59	Prohibited discharge into sanitary sewer or drainage system						
	First Offence	3.1	No	\$ 100.00	\$ 75.00	\$ 125.00	n/a
	Second Offence	3.1	No	\$ 500.00	\$ 450.00	\$ 525.00	n/a
	Third and Subsequent Offences	3.1	No	\$ 1,000.00	\$ 900.00	\$ 1,025.00	n/a
	Failure to permit access by authorized Officer to food sector establishment	3.2.1	No	\$ 200.00	\$ 150.00	\$ 225.00	n/a
	Failure to maintain and repair all grease traps or grease interceptors	3.2.2	No	\$ 300.00	\$ 250.00	\$ 325.00	n/a
	Failure to have person who can provide access to grease trap or grease interceptor	3.2.3	No	\$ 300.00	\$ 250.00	\$ 325.00	n/a
	Failure to maintain or produce maintenance records	3.2.4	No	\$ 300.00	\$ 250.00	\$ 325.00	n/a
	Failure to limit maximum depth of fats, oils or grease in trap or interceptor	3.2.5	No	\$ 300.00	\$ 250.00	\$ 325.00	n/a

	Failure to display or provide documentation on flow rate of grease trap or grease interceptor	3.2.6	No	\$ 200.00	\$ 150.00	\$ 225.00	n/a
	Use of prohibited enzymes, solvents, hot water or agents in grease trap or grease interceptor	3.2.7	No	\$ 300.00	\$ 250.00	\$ 325.00	n/a
	Failure to implement best management practices	3.2.8	No	\$ 200.00	\$ 150.00	\$ 225.00	n/a

Schedule – Election and Political Signs Bylaw No. 8713 (2011) Designated Bylaw Contraventions and Corresponding Penalties							
A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Election and Political Signs Bylaw No. 8713 (2011) CNCL - 61	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
	Placing, or permitting to be placed, a political sign outside the permitted time period – federal elections and by-elections	1.1.1(a)	No	\$ 75.00	\$ 50.00	\$ 100.00	n/a
	Placing, or permitting to be placed, a political sign outside the permitted time period – provincial elections and by-elections	1.1.1(b)	No	\$ 75.00	\$ 50.00	\$ 100.00	n/a
	Placing, or permitting to be placed, a political sign outside the permitted time period – local government and school elections and by-elections	1.1.1(c)	No	\$ 75.00	\$ 50.00	\$ 100.00	n/a
	Placing, or permitting to be placed, a political sign outside the permitted time period – federal and provincial referenda or plebiscites	1.1.1(d)	No	\$ 75.00	\$ 50.00	\$ 100.00	n/a
	Placing, or permitting to be placed, a political sign outside the permitted time period – local government referenda and plebiscites	1.1.1(e)	No	\$ 75.00	\$ 50.00	\$ 100.00	n/a

Schedule – Fire Protection and Life Safety Bylaw No. 8306 Designated Bylaw Contraventions and Corresponding Penalties							
A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Fire Protection and Life Safety Bylaw No. 8306	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
CNCL - 62	Interference with member at incident	3.5.1	No	\$ 400.00	\$ 300.00	\$ 500.00	n/a
	Interference with member determining cause	3.5.2	No	\$ 400.00	\$ 300.00	\$ 500.00	n/a
	Unauthorized entry to scene	3.6.1	No	\$ 400.00	\$ 300.00	\$ 500.00	n/a
	Obstructing assistance response	3.8	No	\$ 400.00	\$ 300.00	\$ 500.00	n/a
	Open Air Burning without permit	4.1.1 (f)	No	\$ 200.00	\$ 150.00	\$ 250.00	n/a
	Permit required – No permit – general	4.1.1	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
	Failure to Comply with permit conditions	4.4.1	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
	Failure to post or produce permit	4.4.1 (d)	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
	Failure to Comply with open air permit conditions	4.5.3	No	\$ 200.00	\$ 150.00	\$ 250.00	n/a
	Missing caps	5.2.2	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
	Failure to back-flush	5.2.2	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
	Obstructed access	5.2.3	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
	Failure to post sign	5.2.4	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a

System protection capacity exceeded	5.3.1	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
System performance confirmation not provided	5.3.2	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
System performance confirmation deficient	5.3.3	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
System not maintained during demolition	5.4	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Not maintained, tested, repaired or replaced	5.6.1	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Unapproved hose connection, colour or location	5.6.1	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Unauthorized use	5.6.2	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Obstructed view	5.7.1	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Failure to provide clearance or ground cover	5.7.1	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Failure to maintain space around the fire hydrant	5.7.1 (a)	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Failure to maintain ground cover and clearance around fire hydrant	5.7.1 (b)	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Failure to maintain, inspect, service, or test hydrant	5.7.4	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Failure to provide written hydrant inspection report	5.7.5 (b)	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
No signs/ Unapproved signs	5.9.2	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Secured route – No signs/Unapproved signs	5.9.3	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Parking in emergency route	5.9.4 (a)	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Interfering with, hindering or obstructing access	5.9.4 (b)	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Failure to provide contact persons	6.1.2	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a

Contact person without access or ability to secure	6.1.4	No	\$ 75	\$ 75	\$ 100	n/a
Unwarranted evacuation response	6.2	No	\$ 400.00	\$ 300.00	\$ 500.00	n/a
Failure to submit acceptable plan	7.1.1 (a)	No	\$ 200.00	\$ 150.00	\$ 250.00	n/a
Failure to locate plan on premises	7.1.1 (d)	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Trained supervisory staff not designated	7.1.2	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Trained supervisory staff not present	7.1.3	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Inadequate training of supervisory staff	7.1.4	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Failure to submit acceptable pre-incident plan	7.2.2	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Access or keys not accessible	7.3.1	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Storage box not approved	7.4.1	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Fire safety plan inaccessible by Fire Dept	7.4.2	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Obstructed access or egress	7.6.1	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Required rooftop passageway obstructed	7.8.1	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Unauthorized re-entry	7.9.1	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Failure to display civic address	7.10.1	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Deficiency in civic address	7.10.1	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Obstructing inspection	8.2.1	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Causing or permitting fire hazard	9.1.1	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Failure to relocate container	9.2.1	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Unsafe storage or use	9.3	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Fuel not removed to safe location	9.5.1	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a

Failure to report hazard, spill or incident	9.6.1	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Vacant – failure to maintain or secure	9.7.2	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Damaged building – failure to secure	9.8.1	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Failure to comply with display conditions	9.9.1	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Failure to post system operating instructions	9.10.1 (c)	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Extension cord used as permanent wiring	9.13.1	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Possession of fireworks without a plan	9.14.2	No	\$ 200.00	\$ 150.00	\$ 250.00	n/a
Ignition of fireworks without a display permit	9.14.3	No	\$ 400.00	\$ 300.00	\$ 500.00	n/a
Ignition of fireworks contrary to terms of display permit	9.14.3	No	\$ 400.00	\$ 300.00	\$ 500.00	n/a
Ignition of fireworks in manner that endangers or causes nuisance to a person or property	9.14.3	No	\$ 400.00	\$ 300.00	\$ 500.00	n/a
Ignition of fireworks without property owner's permission	9.14.4	No	\$ 400.00	\$ 300.00	\$ 500.00	n/a
Failure to maintain means of egress	10.1.1	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Smoke emitting security system obstructing exit	10.1.2	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Deficient access to exit	10.1.3	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Non-approved locking device on exit door	10.1.4	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Failure to display elevator use sign	10.1.5	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Obstruction of required self-closing door	10.1.8	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Failure to maintain an exit sign	10.1.10	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Failure to inspect or test emergency lighting	10.1.11	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a

Improper storage	10.2.1	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Failure to use required forms	12.1.3	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Failure to provide form to the Fire Chief	12.1.3	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a
Failure to post local alarm sign at pull station	12.1.5	No	\$ 75.00	\$ 75.00	\$ 100.00	n/a

Schedule – Newspaper Distribution Regulation Bylaw No. 7954

Designated Bylaw Contraventions and Corresponding Penalties

A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Newspaper Distribution Regulation Bylaw No. 7954	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
CNCL - 67	Distributing or selling newspapers without a permit	1.2.1	No	\$ 475.00	\$ 450.00	\$500.00	n/a
	Using multiple publication news rack (MPN) without a permit	1.2.2 (a)	No	\$ 475.00	\$ 450.00	\$500.00	n/a
	Installing or maintaining newspaper distribution box without a permit	1.2.2 (b)	No	\$ 475.00	\$ 450.00	\$500.00	n/a
	Distributing or selling newspapers as a newspaper distribution agent without a permit	1.2.2 (c)	No	\$ 475.00	\$ 450.00	\$500.00	n/a
	Placing newspaper distribution box outside newspaper distribution zone	2.2.4(a)	No	\$275.00	\$250.00	\$300.00	n/a
	Failure to display identification decal on newspaper distribution box	2.2.4 (b)	No	\$275.00	\$250.00	\$300.00	n/a
	Securing newspaper distribution box to unauthorized structure	2.2.4 (c)	No	\$275.00	\$250.00	\$300.00	n/a
	Securing newspaper distribution box to object without prior approval of General Manager	2.2.4 (d)	No	\$325.00	\$300.00	\$350.00	n/a
	Displaying third party advertising on newspaper distribution box	2.2.4 (e)	No	\$175.00	\$150.00	\$200.00	n/a

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Placing newspaper distribution box within traffic sightline	2.2.4 (f)	No	\$275.00	\$250.00	\$300.00	n/a
Exceeding permitted dimensions of newspaper distribution box	2.2.4 (g)	No	\$275.00	\$250.00	\$300.00	n/a
Failing to comply with term or condition of permit	2.2.4 (h)	No	\$375.00	\$350.00	\$400.00	n/a
Agent distributing or selling newspapers outside of newspaper distribution zone	2.2.5 (a)	No	\$275.00	\$250.00	\$300.00	n/a
Agent displaying, distributing or selling third party advertising or products	2.2.5 (b)	No	\$175.00	\$150.00	\$200.00	n/a
Agent failing to secure newspapers to prevent scattering	2.2.5 (c)	No	\$175.00	\$150.00	\$200.00	n/a
Agent failing to visibly display and/or provide permit card	2.2.5 (d)	No	\$175.00	\$150.00	\$200.00	n/a
Agent acting in an abusive, aggressive or offensive manner or not maintaining professional appearance	2.2.5 (e)	No	\$175.00	\$150.00	\$200.00	n/a
Agent failing to maintain minimum 2-metre distance from Canada Line station or bus stop access points	2.2.5 (f)	No	\$275.00	\$250.00	\$300.00	n/a
Agent obstructing flow of pedestrian traffic	2.2.5 (g)	No	\$375.00	\$350.00	\$400.00	n/a
Agent failing to remove permittee's newspapers accumulated in newspaper distribution zone	2.2.5(h)	No	\$275.00	\$250.00	\$300.00	n/a
Agent failing to remove surplus newspapers and/or properly place surplus newspapers	2.2.5 (i)	No	\$275.00	\$250.00	\$300.00	n/a
Agent failing to comply with term or condition of permit	2.2.5 (j)	No	\$375.00	\$350.00	\$400.00	n/a

Schedule – Noise Regulation Bylaw No. 8856 (2012) Designated Bylaw Contraventions and Corresponding Penalties							
A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Noise Regulation Bylaw No. 8856 (2012) CNCL - 69	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
	Making or causing noise in a quiet zone which exceeds permitted limits	2.1.1	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Making or causing noise in an intermediate zone which exceeds permitted limits	2.2.1	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Making or causing noise in an activity zone which exceeds permitted limits	2.3.1	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Making or causing a noise which disturbs the quiet, peace and enjoyment of a neighbourhood	3.1.1	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Making or causing a prohibited type of noise which disturbs the quiet, peace and enjoyment	3.2.1	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Failure to install or maintain construction noise sign	4.1.2	No	\$ 300.00	\$ 250.00	\$ 325.00	n/a

Schedule – Parking (Off-Street) Regulation Bylaw No. 7403 (2002) Designated Bylaw Contraventions and Corresponding Penalties							
A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Parking (Off-Street) Regulation Bylaw No. 7403 (2002) CNCL - 70	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
	Parking in a reserved parking space without an authorized parking permit	2.1.1 (f)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
	Parking in loading zone over 5 minutes for passenger	2.1.1 (g)(i)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
	Parking in loading zone over 30 minutes for materials	2.1.1 (g)(ii)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
	Stopping in a parking space designated for persons with disabilities without displaying an accessible parking permit	2.1.1 (h)	No	\$ 110.00	\$ 65.00	\$ 135.00	n/a
	Parking beyond posted time limit	2.1.1 (i)	No	\$ 50.00	\$ 35.00	\$ 75.00	n/a
	Stopping or parking a vehicle where prohibited	3.2.1 (c)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
	Parking outside of designated lines	3.2.1 (d)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
	Parking in an area not designated for parking	3.3.1 (b)(i)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
	Parking with expired plates or no plates	3.3.1 (b)(ii)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
	Permitting a vehicle to idle for over 3 minutes	3.4(a)	No	\$ 75.00	\$ 60.00	\$ 100.00	n/a

	Permitting a vehicle to idle while unattended and unlocked	3.4(b)	No	\$ 75.00	\$ 60.00	\$ 100.00	n/a
	Parking without valid proof of payment	5.1.2	No	\$ 50.00	\$ 35.00	\$ 75.00	n/a
	Parking without displaying a valid parking permit	5.1.2 (c)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a

Schedule – Public Parks and School Grounds Regulation Bylaw No. 8771 Designated Bylaw Contraventions and Corresponding Penalties							
A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Public Parks and School Grounds Regulation Bylaw No. 8771 CNCL - 72	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
	Disorderly or offensive conduct	2.1.1(a)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Endangering oneself	2.1.1(b)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Harassing or endangering others	2.1.1(c)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Interfering or obstructing with use and enjoyment of park or school ground	2.1.1(d)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Interfering or obstructing with duties	2.1.1(e)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Polluting, obstructing or causing to run to waste any body of water, watercourse or waterworks	2.2.1	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Driving, operating or parking a vehicle, conveyance or animal in unauthorized area	2.3.1(a)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
	Parking or leaving a vehicle, conveyance or animal in a park or school ground for an unauthorized purpose or overnight	2.3.1(b)	No	\$ 100.00	\$ 75.00	\$ 125.00	n/a

Driving, operating or parking a vehicle, conveyance or animal on an artificial turf field or Minoru Park running track	2.3.1(c)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Climbing, harvesting, injuring, damaging, defacing, removing, misusing or interfering with any plant life or vegetation without authorization	2.4.1	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
Planting or depositing invasive plant life or vegetation	2.4.2	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
Planting or depositing plant life or vegetation without authorization	2.4.3	No	\$ 75.00	\$ 60.00	\$ 100.00	n/a
Harassing, disturbing, frightening or injuring an animal without a valid licence	2.5.1(a)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Feeding an animal without a valid licence	2.5.1(b)	No	\$ 75.00	\$ 60.00	\$ 100.00	n/a
Hooking, trapping or snaring an animal without a valid licence	2.5.1(c)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Animal off leash in unauthorized area	2.5.2(a)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Failure to ensure an animal does not kill or injure a person or animal	2.5.2(b)	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
Failure to ensure an animal does not harass, disturb or frighten a person or animal	2.5.2(c)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Failure to ensure an animal does not enter or remain in a body of water, watercourse or waterworks	2.5.2(d)	No	\$ 100.00	\$ 75.00	\$ 125.00	n/a
Failure to ensure an animal does not damage property	2.5.2(e)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Animal in unauthorized area	2.5.3	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a

Depositing or disposing an animal or animal remains	2.5.4	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Misusing, damaging or interfering with athletic or recreational facility or equipment	2.6.1	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
Littering or disposing of waste other than in an authorized receptacle	2.7.1(a)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Disposing of lighted match, cigar, cigarette or other burning substance other than in an authorized receptacle	2.7.1(b)	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
Unauthorized deposit or disposal of household, commercial or yard waste	2.7.2	No	\$ 250.00	\$ 225.00	\$ 275.00	n/a
Unauthorized barbeque or fire during a fire ban or in a bog, wetland or environmentally sensitive area	2.7.3	No	\$ 250.00	\$ 225.00	\$ 275.00	n/a
Open flame or wood stove, camp stove or barbeque	2.7.4(a)	No	\$ 200.00	\$ 150.00	\$ 250.00	n/a
Charcoal stove, camp stove or barbeque	2.7.4(b)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Natural gas or propane stove or barbeque in unauthorized area	2.7.4(c)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Launching a model or power rocket	2.8.1	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Depositing or disposing of cremated remains	2.8.2	No	\$ 75.00	\$ 60.00	\$ 100.00	n/a
Prohibited athletic or recreation activity in unauthorized area	3.1.1	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Carrying or discharging a firearm in unauthorized area	3.2.1	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Throwing a hammer, shot-put, discus or javelin in unauthorized area	3.2.2	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a

Injuring, damaging, defacing, removing, misusing or interfering with any building, structure, sign, equipment, ornament, or object without authorization	4.1.1(a)	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
Installing, erecting or constructing a tent, shelter, building, structure, sign, ornament, or object without authorization	4.1.1(b)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Depositing or removing topsoil, wood, rock or other materials without authorization	4.1.1(c)	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
Selling or exposing an item for sale without authorization	4.2.1(a)	No	\$ 300.00	\$ 275.00	\$ 325.00	n/a
Offering a service for a fee or compensation without authorization	4.2.1(b)	No	\$ 300.00	\$ 275.00	\$ 325.00	n/a
Soliciting funds, goods or services without authorization	4.2.1(c)	No	\$ 300.00	\$ 275.00	\$ 325.00	n/a
Posting advertising or promotional material of a commercial nature without authorization	4.2.1(d)	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
Distributing or delivering advertising or promotional material of a commercial nature without authorization	4.2.1(e)	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
Installing or building a display for advertising or promotional purposes without authorization	4.2.1(f)	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
Driving, operating or parking a vehicle, conveyance or animal for the purpose of displaying or broadcasting advertising or promotional messages of a commercial nature without authorization	4.2.1(g)	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
Failure to conduct commercial, advertising or promotional activities in accordance with requirements	4.2.2	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
Unauthorized athletic or recreational activity	4.3.1	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a

Unauthorized combustible or other explosive material	4.4.1(a)	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
Unauthorized amplifying system	4.4.1(b)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Unauthorized tournament or competition	4.4.1(c)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
Unauthorized parade, performance or gathering	4.4.1(d)	No	\$ 150.00	\$ 125.00	\$ 175.00	n/a
In park or school ground during unauthorized hours	4.5.1	No	\$ 100.00	\$ 75.00	\$ 125.00	n/a
In facility, pool or adjacent area during unauthorized hours	4.5.2	No	\$150.00	\$ 125.00	\$ 175.00	n/a

Schedule – Sign Regulation Bylaw No. 9700 Designated Bylaw Contraventions and Corresponding Penalties							
A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Sign Regulation Bylaw No. 9700	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
CNCL - 77	Erect or allow to be erected a sign other than permitted in the bylaw	1.1	No	\$ 450.00	\$ 400.00	\$ 500.00	n/a
	Obstructing or interfering with entry on to land	1.6	No	\$ 450.00	\$ 400.00	\$ 500.00	n/a
	Obstructing or interfering with entry into premises	1.6	No	\$ 450.00	\$ 400.00	\$ 500.00	n/a
	Signs not maintained in a serviceable condition, including not repainting or replacement of copy area to present a legible message	1.16	No	\$ 450.00	\$ 400.00	\$ 500.00	n/a
	Installing a sign, regulated by Part Two, but not complying with the standards, limitation and requirements specified	2.1	No	\$ 450.00	\$ 400.00	\$ 500.00	n/a
	Installing a sign without a permit	3.1	No	\$ 450.00	\$ 400.00	\$ 500.00	n/a
	Allowing or placing signs prohibited by the bylaw	4.1	No	\$ 450.00	\$ 400.00	\$ 500.00	n/a

Schedule – Soil Removal and Fill Deposit Regulation No. 8094 Designated Bylaw Contraventions and Corresponding Penalties							
A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Soil Removal and Fill Deposit Regulation Bylaw 8094	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
CNCL - 78	Soil deposit or removal without valid permit	3.1.2	No	\$ 500.00	\$ 475.00	\$ 525.00	n/a
	Not complying with term or condition of permit	3.1.2	No	\$500.00	\$475.00	\$525.00	n/a
	Deposit or remove soil or fill between the hours of 8:00 p.m. and 7:00 a.m.	5.1.1(a)	No	\$500.00	\$ 475.00	\$ 525.00	n/a
	Deposit or remove soil or fill on a Sunday or any statutory holiday	5.1.1(b)	No	\$500.00	\$ 475.00	\$ 525.00	n/a
	Failing to properly license and insure vehicle used for hauling soil or fill	5.1.1(c)	No	\$200.00	\$175.00	\$225.00	n/a
	Failing to cover soil or fill to prevent blowing or falling from vehicle	5.1.1(d)	No	\$300.00	\$275.00	\$325.00	n/a
	Failing to repair damage to drainage, watercourse, highway or other property	5.1.1(e)	No	\$500.00	\$ 475.00	\$ 525.00	n/a
	Failing to keep drainage or watercourse free of soil or fill	5.1.1(f)	No	\$500.00	\$ 475.00	\$ 525.00	n/a

CNCL - 79	Removal or deposit greater than 0.5 metre within 2.5 metre of utility pole, pipeline, structure or highway without approval	5.1.1(g)	No	\$500.00	\$475.00	\$525.00	n/a
	Removal or deposit soil or fill on highway, statutory right-of-way or easement without permission	5.1.1 (h)	No	\$500.00	\$ 475.00	\$ 525.00	n/a
	Failure to remove temporary structures	5.1.1 (i)	No	\$200.00	\$175.00	\$225.00	n/a
	Failure to adequately fence or protect hazards	5.1.1 (j)	No	\$500.00	\$ 475.00	\$ 525.00	n/a
	Failure to protect from erosion, collapse, or run-off water or mud	5.1.1 (k)	No	\$300.00	\$275.00	\$325.00	n/a
	Stockpiling soil or fill other than location in permit or causing damage or nuisance	5.1.1 (l)	No	\$300.00	\$275.00	\$325.00	n/a
	Allow soil to encroach, undermine, damage or endanger adjacent property or setback area	5.1.1 (m)	No	\$400.00	\$375.00	\$425.00	n/a
	Driver fail to provide required information	5.2.1(a)	No	\$200.00	\$175.00	\$225.00	n/a
	Person fail to provide name, address or photo identification	5.2.1(b)	No	\$200.00	\$175.00	\$225.00	n/a
	Prevent or obstruct entry by Manager	6.1.2	No	\$500.00	\$ 475.00	\$ 525.00	n/a
	Failure to comply with notice of non-compliance	6.2.1	No	\$500.00	\$ 475.00	\$ 525.00	n/a

Schedule – Traffic Bylaw No. 5870 (1992)

Designated Bylaw Contraventions and Corresponding Penalties

A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Traffic Bylaw No. 5870 (1992)	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
CNCL - 80	Failure to clear snow from sidewalk (commercial, industrial and residential)	6.1	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
	Container / POD on a roadway or boulevard more than permitted time	9A.2	n/a	\$ 50.00	\$ 35.00	\$ 75.00	n/a
	Container / POD on a roadway or boulevard without permit displayed	9A.3	n/a	\$ 50.00	\$ 35.00	\$ 75.00	n/a
	Stopping on a sidewalk, boulevard or median	12.3 (a)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
	Stopping in an intersection	12.3 (b)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
	Stopping within 6 metres of a property line at an intersection	12.3 (c)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
	Stopping within 1.5 metres of a sidewalk crossing, private road or lane	12.3 (d)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
	Stopping within 6 metres of a stop sign or control signal	12.3 (e)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
	Stopping so as to obstruct traffic	12.3 (f)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
	Stopping on the roadway with no curb	12.3 (g)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a

No stopping zone	12.3 (h)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Stopping on a crosswalk	12.3 (j)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Stopping within 6 metres of a crosswalk	12.3 (k)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Stopping within a bus stop at an intersection	12.3 (l)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Stopping within 16 metres of a bus stop sign in mid block	12.3 (m)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Stopping on a bridge	12.3 (n)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Stopping within 5 metres of a fire hydrant	12.3 (o)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Stopping so as to obstruct a traffic sign	12.3 (r)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Stopping within 15 metres of a railway crossing	12.3 (s)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Stopping in a construction zone	12.3 (t)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Stopping beside a yellow curb	12.3 (u)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Parking in a lane	12.4 (a)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Parking on a roadway where it is practicable to park off the roadway	12.4 (b)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
No parking zone	12.4 (c)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Parking over 72 hours	12.4 (d)	n/a	\$ 50.00	\$ 35.00	\$ 75.00	n/a
Parking abutting a centre median	12.4 (e)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Parking on the roadway side of a vehicle already stopped or parked	12.4 (g)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Parking vehicle to display for sale	12.4 (h)(i)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Parking vehicle for repairs on street	12.4 (h)(ii)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a

Parking vehicle to sell from vehicle	12.4 (h)(iii)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Parking opposite or adjacent to excavation so as to obstruct traffic	12.4 (i)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Parking over 3 hours between 8 am and 6 pm	12.4 (l)	n/a	\$ 50.00	\$ 35.00	\$ 75.00	n/a
Parking abutting elementary school between 8 am and 5 pm	12.4 (m)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Parking in loading zone over 5 minutes for passenger	12.4 (o)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Parking in loading zone over 30 minutes for materials	12.4 (p)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Parking so as to obstruct a traffic sign	12.4 (q)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Overtime parking	12.4 (r)	n/a	\$ 50.00	\$ 35.00	\$ 75.00	n/a
Parking on school grounds or in City parks between 3 am and 6 am	12.4 (s)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Parking with expired plates or no plates	12.4 (t)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Parking in a construction zone	12.4 (u)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Parking in a taxi zone except a taxi	12.4 (v)	n/a	\$ 50.00	\$ 35.00	\$ 75.00	n/a
Parking of recreational vehicle on a roadway between 8:00 pm to 6:00 am	12.4 (w)	n/a	\$ 50.00	\$ 35.00	\$ 75.00	n/a
Parking in a tour bus zone, except a tour bus	12.4 (x)	n/a	\$ 50.00	\$ 35.00	\$ 75.00	n/a
Moving a vehicle within a block to avoid time limits	12.4A	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Stopping or parking other than on the right side of the roadway in the direction of traffic	12.5	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Stopping other than parallel to the curb or edge of the roadway	12.5	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a

Parking beyond 30 cm from front of vehicle to adjacent curb	12.5	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Parking not in a marked stall	12.6	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Parking with vehicle or the load thereon extending into traffic	12.7	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Parking at an angle other than 45 degrees or as indicated by lines or signs	12.7	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Parking beyond 30 cm from front of vehicle to adjacent curb	12.7	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Parking a commercial vehicle during prohibited hours	12.8	No	\$ 110.00	\$ 65.00	\$ 135.00	n/a
Parking a commercial vehicle over 3 hours from 7 am to 7 pm	12.9	No	\$ 110.00	\$ 65.00	\$ 135.00	n/a
Parking a commercial vehicle abutting property used for residence, church, school or public park	12.10	No	\$ 110.00	\$ 65.00	\$ 135.00	n/a
Parking an unattached trailer	12.11	No	\$ 110.00	\$ 65.00	\$ 135.00	n/a
Stopping in a parking space designated for persons with disabilities without displaying an accessible parking permit	12.13	No	\$ 110.00	\$ 65.00	\$ 135.00	n/a
Permitting a vehicle to idle for over 3 minutes	12.15(a)	No	\$ 75.00	\$ 60.00	\$ 100.00	n/a
Permitting a vehicle to idle while unattended and unlocked	12.15(b)	No	\$ 75.00	\$ 60.00	\$ 100.00	n/a
Park without valid proof of payment	12A.2	n/a	\$ 50.00	\$ 35.00	\$ 75.00	n/a
Parking without displaying a valid parking permit	12B.6	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a

Parking without displaying a valid shared vehicle decal	12C.2	No	\$70.00	\$45.00	\$95.00	n/a
Overweight vehicle on a weight limited roadway	15.2	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Remove, obliterate or otherwise interfere with any markings made by a Bylaw Enforcement Officer	35.B.1	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a

Schedule – Vehicle For Hire Regulation Bylaw No. 6900 (1998)

Designated Bylaw Contraventions and Corresponding Penalties

A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Vehicle For Hire Regulation Bylaw No. 6900 (1998)	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
CNCL - 85	Towing from parking lot without proper authorization	6.3.1	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Towing from no parking area without proper authorization	6.3.2	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Failure to erect or maintain prescribed towing company signs	6.3.4	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Failure to erect or maintain prescribed tow-away warning signs	6.3.5	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Failure to obtain a valid towing permit for a private parking lot	6.3.7	No	\$ 300.00	\$ 275.00	\$ 325.00	n/a
	Failure to complete Part B of the tow-away notice	6.3.10	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Failure to retain Tow-away Notice for period of 90 days	6.3.10(a)(ii)	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Failure to provide a full written accounting of fees, charges and taxes	6.3.10(b)(ii)	No	\$ 300.00	\$ 275.00	\$ 325.00	n/a

Schedule – Water Use Restriction Bylaw No. 7784 (2004) Designated Bylaw Contraventions and Corresponding Penalties							
A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Water Use Restriction Bylaw No. 7784 (2004)	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
CNCL - 86	Watering contrary to Stage 1 Restrictions	2.1.1	No	\$ 100.00	\$ 75.00	\$ 125.00	n/a
	Watering contrary to Stage 2 Restrictions	2.2.1	No	\$ 200.00	\$ 175.00	\$ 225.00	n/a
	Watering contrary to Stage 3 Restrictions	2.3.1	No	\$ 500.00	\$ 450.00	\$ 525.00	n/a
	Watering contrary to the terms of a permit	3.1.4	No	\$ 100.00	\$ 75.00	\$ 125.00	n/a
	Failure to display a permit	3.1.6	No	\$ 100.00	\$ 75.00	\$ 125.00	n/a

Schedule – Watercourse Protection and Crossing Bylaw No. 8441 Designated Bylaw Contraventions and Corresponding Penalties							
A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Watercourse Protection and Crossing Bylaw No. 8441 CNCL - 87	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
	Failure to obtain permit	2.1(d)	No	\$ 500.00	\$ 450.00	\$525.00	n/a
	Failure to maintain watercourse crossing						
	First Offence	6.1	No	\$ 500.00	\$ 450.00	\$525.00	n/a
	Second Offence and Subsequent Offences	6.1	No	\$ 1,000.00	\$ 900.00	\$ 1,025.00	n/a
	Failure to construct as approved	4.1	No	\$ 500.00	\$ 450.00	\$525.00	n/a
	Failure to restore City land	4.2	No	\$ 500.00	\$ 450.00	\$525.00	n/a



**Municipal Ticket Information Authorization Bylaw No. 7321,
Amendment Bylaw No. 9767**

The Council of the City of Richmond enacts as follows:

1. **Municipal Ticket Information Authorization Bylaw No. 7321**, as amended, is further amended at Schedule B2, by deleting “\$100” from Schedule B2 where it appears and replacing it with “\$1000”.
2. This Bylaw is cited as “**Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 9767**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER





Bylaw Enforcement Officer Bylaw No. 9742

WHEREAS the *Community Charter* empowers Council to, by bylaw, establish officer positions and may assign certain powers, duties, and functions to such positions.

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

- 1.1 The City of Richmond (the “**City**”) hereby establishes the position of Bylaw Enforcement Officer.
- 1.2 Bylaw Enforcement Officers may exercise the following powers and duties on behalf of the City:
 - (a) enforcement of the **City**’s bylaws within the boundaries of the **City**;
 - (b) entry onto or into private premises to verify compliance with the Council’s regulations, prohibitions or requirements, including **City** bylaws, pursuant to Section 16 of the *Community Charter*;
 - (c) assist in the prosecution of bylaw contraventions, including appearances in court to provide evidence;
 - (d) for certainty, issuance of tickets pursuant to Section 264(1)(b) of the *Community Charter* and subject to the City’s *Municipal Ticket Information Authorization Bylaw No. 7321*; and
 - (e) for certainty, issuance of bylaw offence notices, subject to the City’s *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122*
- 1.3 The **City** appoints all persons employed by the **City** and holding the following job positions as Bylaw Enforcement Officers:
 - (a) Bylaw Enforcement Officer;
 - (b) Bylaw Liaison Officer;
 - (c) Manager, Community Bylaws;
 - (d) Building Officer;
 - (e) Licence Inspector;

- (f) Sign Inspector;
- (g) Tree Preservation Officer; and
- (h) Soil Bylaw Officer.

1.4 The **City** designates all persons employed by the **City** and holding the following job positions as Building Inspectors pursuant to the *Community Charter* and the **City's Building Regulation Bylaw No. 7230**:

- (a) Building Inspector; and
- (b) Plumbing Inspector,

and such persons as appointed to exercise the powers and duties set out in Section 1.2 (a), (b) and (c) above only for the purposes of enforcing:

- (c) the City's *Building Regulation Bylaw No. 7230*;
- (d) the City's *Demolition Waste and Recyclable Materials Bylaw No. 9516*; and
- (e) the British Columbia Building Code, established by regulation under the *Local Government Act*,

all as may be amended or replaced from time to time

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

1.6 If any section, subsection, paragraph, clause or phrase of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.

1.7 This Bylaw is cited as "**Bylaw Enforcement Officer Bylaw No. 9742**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

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



**Unsightly Premises Regulation Bylaw No. 7162, Amendment Bylaw
No. 9766**

The Council of the City of Richmond enacts as follows:

1. Unsightly Premises Regulation Bylaw No. 71627360, as amended, is further amended by deleting the words “signed by the **Manager of Community Bylaws**” from the definition of “**Order to Comply**” in Section 3.1.
2. This Bylaw is cited as “**Unsightly Premises Regulation Bylaw No. 7162, Amendment Bylaw No. 9766**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER





City of Richmond

Report to Committee

To: General Purposes Committee

Date: September 12, 2017

From: Carli Edwards, P.Eng.
Acting Senior Manager, Community Safety,
Policy & Programs and Licencing

File: 12-8060-02-01/2017-
Vol 01

Re: Amendment to Remove Bylaw Reference to Number of Taxicabs

Staff Recommendation

That Business Licence Bylaw 7360, Amendment Bylaw 9763, to remove reference to the number of taxicabs, be introduced and given first, second and third reading.

Carli Edwards, P.Eng.
Acting Senior Manager, Community Safety, Policy & Programs and Licencing
(604-276-4136)

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

Staff Report

Origin

On June 12, 2017, Council endorsed a referral for staff to report back with criteria upon which taxicab licences may be issued by staff.

Findings of Fact

Business Licence Bylaw No. 7360 establishes the maximum number of taxicabs permitted to be operated and licenced within the jurisdiction of the City. Further regulations dealing with taxicabs in Richmond are covered under Vehicle for Hire Regulation Bylaw No. 6900. Contained in these bylaws are requirements that:

- Vehicles obtain approval from the Passenger Transportation Board (referred to in the bylaw as Motor Carrier Commission);
- Vehicles are inspected by a Licence Inspector;
- Vehicles are kept clean;
- Vehicles must operate 24 hours per day, 7 days per week;
- Vehicles must be equipped with a “top light” which must be illuminated when the vehicle is available for hire;
- Vehicles must display permanent signage that displays the name of the company, a telephone number and prominently show the fleet number of the vehicle on the inside and outside of the vehicle;
- Drivers obtain a chauffeur’s permit (which includes a check of criminal and driving offences);
- Drivers must not refuse fares;
- Each vehicle is associated to a Vehicle for Hire Business Office and must pay the fee specified for such office.

From time to time, the Passenger Transportation Board (“PTB”) approves applications to increase the number of taxicabs licenced to operate in Richmond. In order to obtain a business licence to operate the new taxicabs, the taxicab company must make an application to the City to amend the bylaw where it states the maximum number of taxicabs. This amendment must be approved by Council and requires public notification.

Analysis

The licencing requirements in the Business Licence Bylaw and the Vehicle for Hire Regulation Bylaw ensure that all taxicabs are approved by the PTB, in addition to an extensive list of other requirements set by the City of Richmond. Making an application to Council, and amending the Business Licence Bylaw each time additional licences are approved by the PTB, delays the introduction of the new taxicabs into service. The process is rarely opposed by the public. However, given that the taxi industry is changing and there is a potential for new service models, there is a benefit in maintaining Council oversight of some portion of the approval process.

The current bylaw requires that all taxicabs are associated with a vehicle for hire office. It is proposed that instead of using the bylaw to specify the number of cabs, the bylaw could be used to regulate the specific companies that operate taxicabs. This would ensure that public notification and Council approval is required for all new taxicab companies but that existing companies could continue to add taxicabs as part of the PTB approval process. Should the current companies consider changing their delivery models, and even if the PTB approves a change, the current bylaw requirements that regulate the industry in Richmond remain in force and the companies would continue to be obligated to meet the current requirements.

Amending the bylaw as proposed would also allow the PTB to issue temporary licences (to the existing companies) for busy periods such as Christmas/New Years and other special events. Currently, the City is unable to accommodate temporary licences as the time it takes to process a bylaw change exceeds the temporary use period.

As listed in the proposed bylaw amendment, the following three companies are currently licenced as vehicle for hire offices and have approved taxicab licences:

- Garden City Cabs of Richmond Ltd (36 taxicabs);
- Kimber Cabs Ltd (24 taxicabs); and
- Richmond Cabs Ltd (112 taxicabs).

Under the proposed bylaw amendment, these companies would be permitted to add to their taxicab service, subject to approval by the PTB, whether for permanent or temporary licences. Council would then be informed of the new licence, through a memorandum, once staff have reviewed the PTB approval, inspected the new vehicles and are prepared to issue the new licence(s). Should a new company enter the market, Council would be required to approve a bylaw amendment in order for the new company to receive a licence.

Financial Impact

None.

Conclusion

This report proposes changes to the Business Regulation Bylaw such that it no longer references the number of approved taxicabs but rather specifies the companies approved to operate taxicab businesses in Richmond. This will ensure a more timely approval process when the Passenger Transportation Board approves an increase in taxicabs while maintaining Council oversight of taxicab companies.



Carli Edwards, P.Eng.
Acting Senior Manager, Community Safety, Policy & Programs and Licencing
(604-276-4136)



Business Licence Bylaw No. 7360, Amendment Bylaw No. 9763

The Council of the City of Richmond enacts as follows:

1. Business Licence Bylaw No. 7360, as amended, is further amended at Section 2.1.27:
 - a. by deleting subsection 2.1.27.3 and replacing it with the following:

“2.1.27.3 Every Class A and Class N taxicab licenced by the **City** under this bylaw, and regulated under the **Vehicle for Hire Regulation Bylaw**, must be operated by one of the following companies having a **vehicle for hire business office** in the **City**:

 - a) Garden City Cabs of Richmond Ltd.;
 - a) Kimber Cabs Ltd.; or
 - b) Richmond Cabs Ltd.”
2. This Bylaw is cited as “**Business Licence Bylaw No. 7360, Amendment Bylaw No. 9763**”.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

MAYOR

CORPORATE OFFICER





City of Richmond

Report to Committee

To: Finance Committee

Date: September 6, 2017

From: Jerry Chong
Director, Finance

File: 03-0925-02-01/2017-
Vol 01



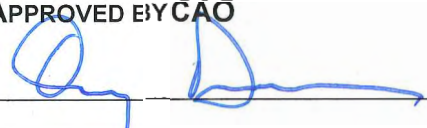
Re: **Permissive Exemption (2018) Bylaw No. 9730**

Staff Recommendation

That Permissive Exemption (2018) Bylaw No. 9730 be introduced and given first, second and third readings.

Jerry Chong
Director, Finance
(604-276-4064)

Att. 2

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 
APPROVED BY CAO 	

Staff Report

Origin

Permissive exemptions are provided to various properties in accordance with Sections 220 and 224 of the *Community Charter* and Council Policy 3561.01, which has been consistently applied since 1977. The exemption bylaw must be adopted by October 31 of each year to be effective for the following year.

This report supports Council's 2014-2018 Term Goal #7 Strong Financial Stewardship:

Maintain the City's strong financial position through effective budget processes, the efficient and effective use of financial resources, and the prudent leveraging of economic and financial opportunities to increase current and long-term financial sustainability.

- 7.1. Relevant and effective budget processes and policies.*
- 7.2. Well-informed and sustainable financial decision making.*
- 7.3. Transparent financial decisions that are appropriately communicated to the public.*

Analysis

Owners of exempted properties in 2017 were contacted and verified of their eligibility for exemptions in the coming year. Changes to the 2018 bylaw are listed in Attachment 1. Changes, new applications and requests are highlighted below:

Willow Early Care and Learning Centre

The City owned property at 650-5688 Hollybridge Way was leased to Atira Women's Resource Society in 2017 to be operated as a child care facility.

As a NPO and a tenant of City property, Atira Women's Resource Society qualifies for a permissive exemption under Council Policy 3561- Property Tax Exemptions and is included in Bylaw 9730.

Private Schools

Historically, the Province of BC gave all private schools a statutory tax exemption on the footprint of the school building and left the playgrounds and parking areas taxable. The City has always provided permissive exemptions for private school playgrounds based on the number of pupils registered in the school. In late 2015, the Province of BC changed the legislation to provide a 100% statutory exemption for all private school lands making permissive exemptions for schools unnecessary.

Due to administrative reasons, staff had agreed with BC Assessment in leaving private schools unchanged in the City's 2016 and 2017 permissive exemption bylaws. This gave BC

Assessment time to visit all the private schools and to accurately code them with the necessary exemptions. With this project completed, private schools are deleted from Bylaw 9730.

Aga Khan Foundation Canada

Representatives of the Aga Khan Foundation Canada approached staff with a request to increase the 2018 permissive exemption allowed for their property at 4000 May Drive. Upon review of the application and recognizing the fact that their permissive exemption was adjusted in 2017 to the maximum allowed under Council Policy 3561, no adjustments were made to the 2018 Permissive Exemption Bylaw.

As part of the review, staff ensured that the No. 5 Road backlands met farming requirements. There were no significant changes to the farming activity on these properties since the prior year.

Financial Impact

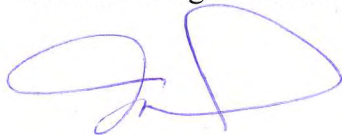
Property tax exemptions impact the City's finances by reducing the total assessed value of properties subject to taxation. This results in the City recovering the shortfall through tax increases to general taxpayers.

Church properties represent the largest number of permissively exempted properties and account for approximately \$523,000 in direct municipal taxes waived in 2017. Exempted non-City owned properties account for approximately \$110,000 in waived taxes and City owned or leased properties account for approximately \$2.29 million.

Permissive exemptions impact both municipal and other agencies' taxes. If any City owned or leased properties are not provided with a permissive exemption, the City would need to increase annual municipal taxes in order to pay property taxes to the other taxing agencies.

Conclusion

Permissive exemptions are granted by Council annually to qualifying organizations that provide social benefit to the Community. Bylaw 9730 will provide tax exemptions in accordance with Provincial legislation and Council Policy.



Ivy Wong
Manager, Revenue
(604-276-4046)

IW:gjn

- Att. 1: Updates to the 2018 Permissive Exemption Bylaw
2: Permissive Exemption (2018) Bylaw No. 9730

ROLL NO	ORGANIZATION NAME	CIVIC ADDRESS	ADDITIONS
083-218-000	Willow Early Care and Learning Centre	Unit 650– 5688 Hollybridge Way	Schedule G

ROLL NO	ORGANIZATION NAME	CIVIC ADDRESS	DELETIONS
001-870-000	Choice School For Gifted Children	20451 Westminster Highway	Schedule C
001-871-004	Choice School For Gifted Children	20411 Westminster Highway	Schedule C
024-279-000	Cornerstone Evangelical Baptist Church of Vancouver	12011 Blundell Road	Schedule C
025-243-080	Muslim School of B.C.	12300 Blundell Road	Schedule C
099-076-081	Richmond Christian School	5240 Woodward Road	Schedule C
030-887-000	Richmond Christian School	10260 No. 5 Road	Schedule C
025-151-060	Richmond Jewish Day School	8760 No. 5 Road	Schedule C
099-300-034	St. Joseph the Worker School	4451 Williams Road	Schedule C



Permissive Exemption (2018) Bylaw No. 9730

The Council of the City of Richmond enacts as follows:

PART ONE: RELIGIOUS PROPERTIES PERMISSIVE EXEMPTION

- 1.1 Pursuant to Section 224(2)(f) of the Community Charter, the religious halls and the whole of the parcels of land surrounding the religious halls shown on Schedule A are considered necessary to an exempt building set apart for public worship, and are hereby exempt from taxation for the 2018 year.
- 1.2 Pursuant to Section 224(2)(f) of the Community Charter, the portions of the parcels of land and improvements surrounding the religious halls shown on Schedule B are considered necessary to an exempt building set apart for public worship, and are hereby exempt from taxation for the 2018 year.
- 1.3 Notwithstanding Sections 1.1 and 1.2 of this bylaw, no additional exemption from taxation pursuant to Section 224(2)(f) will be granted to any parcel of land for which an associated building is not exempted by the British Columbia Assessment Authority pursuant to Section 220(1)(h) of the Community Charter.

PART TWO: TENANTED RELIGIOUS PROPERTIES PERMISSIVE EXEMPTION

- 2.1 Pursuant to Section 224(2)(g) of the Community Charter, the portions of land and improvements shown on Schedule C are hereby exempt from taxation for the 2018 year.

PART THREE: CHARITABLE AND RECREATIONAL PROPERTIES PERMISSIVE EXEMPTION

- 3.1 Pursuant to Section 224(2)(a) of the Community Charter, the whole of the parcels of land shown on Schedule D are hereby exempt from taxation for the 2018 year.
- 3.2 Notwithstanding Section 3.1 of this bylaw, no additional exemption from taxation pursuant to Section 3.1 of this bylaw will be granted to any parcel of land for which an associated building is not exempted by the British Columbia Assessment Authority pursuant to Section 220(1)(i) of the Community Charter.
- 3.3 Pursuant to Section 224(2)(a) and Section 224(2)(j) of the Community Charter, the whole of the parcels of land and improvements shown on Schedule E are hereby exempt from taxation for the 2018 year.

- 3.4** Pursuant to Section 224(2)(a) and Section 224(2)(k) of the Community Charter, the whole of the parcels of land and improvements shown on Schedule F are hereby exempt from taxation for the 2018 year.
- 3.5** Pursuant to Section 224(2)(a) of the Community Charter, the whole or portions of the parcels of land and improvements shown on Schedule G are hereby exempt from taxation for the 2018 year.
- 3.6** Pursuant to Section 224(2)(i) of the Community Charter, the whole or portions of land and improvements shown on Schedule H are hereby exempt from taxation for the 2018 year.
- 3.7** Pursuant to Section 224(2)(d) of the Community Charter, the whole or portions of land and improvements shown on Schedule I are hereby exempt from taxation for the 2018 year.

PART FOUR: MISCELLANEOUS PROVISIONS

- 4.1** Schedules A through I inclusive, which are attached hereto, form a part of this bylaw.
- 4.2** Permissive Exemption Bylaw 9575 is here by repealed in its entirety.
- 4.3** This Bylaw is cited as **“Permissive Exemption (2018) Bylaw No. 9730.**

FIRST READING

SECOND READING

THIRD READING

ADOPTED

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

MAYOR

CORPORATE OFFICER

PLACE OF PUBLIC WORSHIP PROPER & HALL

SCHEDULE A to BYLAW 9730

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
Bakerview Gospel Chapel (067-375-002) 8991 Francis Road	PID 009-294-902 Lot 135 Except: Parcel B (Bylaw Plan 87226) Section 21 Block 4 North Range 6 West New Westminster District Plan 23737	Bakerview Gospel Chapel 10260 Algonquin Drive Richmond, B.C. V7A 3A4
Beth Tikvah Congregation and Centre Association (099-358-999) 9711 Geal Road	PID 003-644-391 Lot 1 Except: Firstly: Part Subdivided by Plan 44537 Secondly: Part Subdivided by Plan LMP47252 Section 26 Block 4 North Range 7 West New Westminster District Plan 17824	Beth Tikvah Congregation and Centre Association 9711 Geal Road Richmond, B.C. V7E 1R4
Brighthouse United Church Hall (064-046-009) 8151 Bennett Road	PID 006 199 631 Lot 362 of Section 16 Block 4 North Range 6 West New Westminster District Plan 47516	Congregation of the United Church of BC 8151 Bennett Road Richmond, B.C. V6Y 1N4
Canadian Martyrs Parish (094-145-000) 5771 Granville Avenue	PID 003-894-266 Lot 610 Section 12 Block 4 North Range 7 West New Westminster District Plan 58494	Roman Catholic Archbishop of Vancouver 5771 Granville Avenue Richmond, B.C. V7C 1E8
Christian and Missionary Alliance (082-148-009) 3360 Sexsmith Road	PID 003-469-247 Lot 23 Except: Firstly: the East 414.3 Feet Secondly: the South 66 Feet, and Thirdly: Part Subdivided by Plan 33481 Sections 27 and 28 Block 5 North Range 6 West New Westminster District Plan 3404	North Richmond Alliance Church 3360 Sexsmith Road Richmond, B. C. V6X 2H8
Christian Reformed Church of Richmond (072-496-000) 9280 No. 2 Road	PID 018-262-767 Lot 2 of Section 30 Block 4 North Range 6 West New Westminster District Plan LMP9785	Christian Reformed Church of Richmond 9280 No. 2 Road Richmond, B.C. V7E 2C8

PLACE OF PUBLIC WORSHIP PROPER & HALL

SCHEDULE A to BYLAW 9730

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
Church in Richmond (083-953-080) 4460 Brown Road	PID 028-628-110 Lot 7 Section 33 Block 5 North Range 6 West New Westminster District Plan 3318 Part S 1/2, Except Plan 24362, Exp 24381	Church in Richmond 4460 Brown Road Richmond BC V6X 2E8
Conference of The United Mennonite Churches of B.C. (080-792-000) 11571 Daniels Road	PID 004 152 832 Lot 323 of Section 25 Block 5 North Range 6 West New Westminster District Plan 57915	Conference of Mennonites in B.C. c/o Peace Mennonite Church 11571 Daniels Road Richmond, B.C. V6X 1M7
Convention of Baptist Churches of B.C. (071-191-006) 8140 Saunders Road	PID 007-397-216 Lot 123 Section 28 Block 4 North Range 6 West New Westminster District Plan 44397	Convention of Baptist Churches of B.C. 8140 Saunders Road Richmond, B.C. V7A 2A5
Emmanuel Christian Community Society (02-050-053) 10351 No. 1 Road	PID 011-908-106 Lot 13 Block A Section 34 Block 4 North Range 7 West Except Plan 53407 New Westminster District Plan 710	Emmanuel Christian Community Society 10351 No. 1 Road Richmond, B.C. V7E 1S1
Fujian Evangelical Church (025-172-004) 12200 Blundell Road	PID 025-000-047 Lot 1 Section 19 Block A North Range 5 West New Westminster District Plan LMP49532	Fujian Evangelical Church 12200 Blundell Road Richmond, B.C. V6W 1B3
Gilmore Park United Church (097-837-001) 8060 No. 1 Road	PID 024-570-541 Strata Lot 1 Section 23 Block 4 North Range 7 West New Westminster District Strata Plan LMS3968	Congregation of the Gilmore Park United Church 8060 No. 1 Road Richmond, B.C. V7C 1T9
I Kuan Tao (Fayi Chungder) Association (084-144-013) 8866 Odlin Crescent	PID 025-418-645 Lot 30 Section 33 Block 5 North Range 6 West new Westminster District Plan LMP54149	I Kuan Tao (Fayi Chungder) Association #2100, 1075 West Georgia Street Vancouver, B.C. V6E 3G2

SCHEDULE A to BYLAW 9730

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
Immanuel Christian Reformed Church (062-719-724) 7600 No. 4 Road	PID 003-486-486 Parcel One Section 14 Block 4 North Range 6 West New Westminster District Reference Plan 71292	Immanuel Christian Reformed Church 7600 No. 4 Road Richmond, B.C. V6Y 2T5
Johrei Fellowship (084-786-000) 10380 Odlin Road	PID 003-485 757 East Half of Lot 4 Except: Part Subdivided by Plan 79974; Section 35 Block 5 North Range 6 West, New Westminster District Plan 5164	Johrei Fellowship Inc. 10380 Odlin Road Richmond, B.C. V6X 1E2
Lansdowne Congregation Jehovah's Witnesses (061-569-073) 1014 Westminster Highway	PID 003-578-356 Lot 107 Section 12 Block 4 North Range 6 West New Westminster District Plan 52886	Trustees of the Lansdowne Congregation Jehovah's Witnesses c/o Doug Ginter 43-8120 General Currie Road Richmond, B.C. V6Y 3V8
Lutheran Church Hall (061-166-000) 6340 No. 4 Road	PID 010-899-294 Parcel 1 of Section 11 Block 4 North Range 6 West New Westminster District Plan 77676	Our Saviour Lutheran Church of Richmond BC 6340 No. 4 Road Richmond, B.C. V6Y 2S9
Meeting Room (025-166-010) 8020 No. 5 Road Property owner registered as Gabe Csanyi, Jonathan Csanyi, Wayne Coleman, Bruce Anstey	PID 016-718-739 Lot A Section 19 Block 4 North Range 5 West New Westminster District Plan 86178	Meeting Room Attn: Jonathan Csanyi 9034 187 Street Surrey, BC V4N 3N4
North Richmond Alliance Church (063-418-009) 9140 Granville Avenue	PID 017-691-842 Lot 1 (BF53537) Section 15 Block 4 North Range 6 West New Westminster Plan 7631	North Richmond Alliance Church 9140 Granville Avenue Richmond, B.C. V6Y 1P8
Our Saviour Lutheran Church of Richmond (061-166-000) 6340 No. 4 Road	PID 010-899-294 Parcel 1 of Section 11 Block 4 North Range 6 West New Westminster District Plan 77676	Our Saviour Lutheran Church of Richmond 6340 No. 4 Road Richmond, B.C. V6Y 2S9

SCHEDULE A to BYLAW 9730

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
The Public School of Vancouver Archdiocese (067-043-063) 8251 St. Albans Road	PID 010 900 691 Lot 15 Except: Firstly: Part Dedicated as Road on Plan 20753, Secondly: Part Subdivided by Plan 58438; Section 21 Block 4 North Range 6 West New Westminster District Plan 3238	Catholic Independent Schools of Vancouver Archdiocese St. Paul's Roman Catholic Parish 8251 St. Alban's Road Richmond, B.C. V6Y 2L2
Richmond (Bethel) Mennonite Church (030-869-001) 10160 No. 5 Road	PID 017 945 054 Lot A (BF302986) Section 31 Block 4 North Range 5 West New Westminster District Plan 35312	B.C. Conference of the Mennonite Brethren Churches 10200 No. 5 Road Richmond, B.C. V7A 4E5
Richmond Chinese Evangelical Free Church (025-162-005) 8040 No 5 Road	PID 004-332-695 South 100 feet West Half Lot 1 Block "A" Section 19 Block 4 North Range 5 West New Westminster District Plan 4090	Richmond Chinese Evangelical Free Church Inc. 8040 No. 5 Road Richmond, B.C. V6Y 2V4
Richmond Chinese Alliance Church (102-369-073) 10100 No. 1 Road	PID 003-898-474 Lot 68 Section 35 Block 4 North Range 7 West New Westminster District Plan 31799	Christian and Missionary Alliance (Canadian Pacific District) 107 – 7585 132 nd Street Surrey, B.C. V2W 1K5
Richmond Faith Fellowship (085-780-002) 11960 Montego Street	PID 010-267-930 Lot A Except: Parcel E (Bylaw Plan LMP22889), Section 36 Block 5 North Range 6 West New Westminster District Plan 17398	Northwest Canada Conference Evangelical Church 11960 Montego Street Richmond, B.C. V6X 1H4
Richmond Gospel Hall (098-373-006) 5651 Francis Road	PID 008-825-025 Lot 45 Except: Parcel A (Statutory Right of Way Plan LMP11165) Section 24 Block 4 North Range 7 West New Westminster District Plan 25900	Congregation of the Richmond Gospel Hall 5651 Francis Road Richmond, B.C. V7C 1K2

SCHEDULE A to BYLAW 9730

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
Richmond Pentecostal Church (060-300-000) 9300 Westminster Highway	PID 024-957-828 Parcel C Section 10 Block 4 North Range 6 West New Westminster District Plan 48990	Pentecostal Assemblies of Canada 9300 Westminster Highway Richmond, B.C. V6X 1B1
Richmond Presbyterian Church (094-627-007) 7111 No. 2 Road	PID 009-213-244 Lot 110 of Section 13 Block 4 North Range 7 West New Westminster District Plan 24870	Trustees of Richmond Congregation of Presbyterian Church 7111 No. 2 Road Richmond, B.C. V7C 3L7
Richmond Sea Island United Church (082-454-062) 8711 Cambie Road	PID 011-031-182 Lot 3 Sections 27 and 28 Block 5 North Range 6 West New Westminster District Plan 4037	Congregation of the Richmond United Church of Canada 8711 Cambie Road Richmond, B.C. V6X 1K2
The Salvation Army Richmond (066-497-000) 8280 Gilbert Road	PID 001-234-684 Lot "L" (Y24736) of Section 20 Block 4 North Range 6 West New Westminster District Plan 10008	Governing Council of the Salvation Army Canada West 8280 Gilbert Road Richmond, B.C. V7C 3W7
South Arm United Church Hall (plus Annex - Pioneer Church) (047-431-056) 11051 No. 3 Road	PID 015-438-562 Parcel E (Explanatory Plan 21821) of Lots 1 and 2 of Parcel A Section 5 Block 3 North Range 6 West New Westminster District, Plan 4120 Except: Firstly; Part Subdivided by Plan 29159 AND Secondly: Parcel "D" (Bylaw Plan 79687)	Congregation of the South Arm United Church of Canada 11051 No. 3 Road Richmond, B.C. V6X 1X3
St. Edward Anglican Church (081-318-001) 10111 Bird Road	PID 018-436-994 Parcel 1 Block B Section 26 Block 5 North Range 6 West New Westminster District Reference Plan LMP12276	Parish of St. Edward, Bridgeport 1410 Nanton Avenue Vancouver BC V6H 2E2

SCHEDULE A to BYLAW 9730

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
Steveston Congregation of Jehovah's Witnesses (102-520-003) 4260 Williams Road	PID 006-274-382 Parcel "A" (Reference Plan 17189) Lot 1 of Section 35 Block 4 North Range 7 West New Westminster District Plan 10994	Steveston Congregation of Jehovah's Witnesses Attn: Richard Barton 3831 Barmond Avenue Richmond, B.C. V7E 1A5
Steveston United Church (087-640-000) 3720 Broadway Street	PID 010-910-336 Parcel A Section 3 Block 3 North Range 7 West New Westminster District Reference Plan 77684	Trustees of Steveston Congregation of United Church of Canada 3720 Broadway Street Richmond, B.C. V7E 4Y8
Subramaniya Swamy Temple (025-161-000) 8840 No. 5 Road	PID 000-594-261 Parcel B (Explanatory Plan 10524) Lot 3 Section 19 Block 4 North Range 5 West New Westminster District Plan 5239	Subramaniya Swamy Temple of B.C. 8840 No. 5 Road Richmond, B.C. V6Y 2V4
Trinity Pacific Church (076-082-008) 10011 No. 5 Road	PID 007-178-204 Lot 297 Except Parcel B (Bylaw Plan 79916) Section 36 Block 4 North Range 6 West New Westminster District Plan 35779	Trinity Pacific Church 10011 No. 5 Road Richmond, B.C. V7A 4E4
United Church Hall (082-454-062) 8711 Cambie Road	PID 011-031-182 Lot 3 of Sections 27 and 28 Block 5 North Range 6 West New Westminster District Plan 4037	Congregation of the Richmond United Church of Canada 8711 Cambie Road Richmond, B.C. V6X 1K2
Vancouver International Buddhist Progress Society (082-265-053) 6670 – 8181 Cambie Road	PID 018-553-532 Lot 53 Section 28 Block 5 North Range 6 West New Westminster District Plan LMS 1162 together with an interest in the common property in proportion to the unit entitlement of the strata lot.	Vancouver International Buddhist Progress Society 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9

PLACE OF PUBLIC WORSHIP PROPER & HALL

SCHEDULE A to BYLAW 9730

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
Walford Road Gospel Church (081-608-000) 9291 Walford Street	PID 012-734-756 Lot 21 of Blocks 25 and 26 Section 27 Block 5 North Range 6 West New Westminster District Plan 2534	Holy Spirit Association For The Unification Of World Christianity 9291 Walford Street Richmond, B.C. V6X 1P3

**PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP**

SCHEDULE B to BYLAW 9730

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Aga Khan Foundation Canada (The Ismaili Jamatkhana and Centre) (084-310-003) 4000 May Drive	PID 029-176-263 Lot A Section 34 Block 5 North Range 6 West New Westminster District Plan EPP32741	Aga Khan Foundation Canada (The Ismaili Jamatkhana and Centre) 4000 May Drive Richmond, B.C.	100% of footprint of building 60,000 sq. ft. for parking	Remainder of land not exempted	100%	0%
Assumption of the Blessed Virgin Mary Ukrainian Catholic Church (098-394-005) 19700 Railway Avenue Manse	PID 011-070-749 Parcel "One" (Explanatory Plan 24522) of Lots "A "and "B" Plan 4347 and Lot 26 of Plan 21100 Section 24 Block 4 North Range 7 West New Westminster District	Ukrainian Catholic Episcopal Corp. of MB 5180 Cantrell Road Richmond, B.C. V7C 3G8	97.65% 2,031.18 m ²	2.35% 48.82 m ²	75.6% of Manse Building 302.59 m ² 100% of Religious Hall	24.4% of Manse Building 97.64 m ²
Bethany Baptist Church (000-821-001) 22680 Westminster Highway (Site Area 5.295 acres)	PID 018-604-897 Lot 1 Except: Part Dedicated Road on Plan LMP18317; Section 2 Block 4 North Range 4 West New Westminster District Plan LMP9648	Bethany Baptist Church 22680 Westminster Highway Richmond, B.C. V6V 1B7	42% 8,999.7 m ² 2.224 acres	58% 12,427.9 m ² 3.071 acres	100%	0%

**PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP**

SCHEDULE B to BYLAW 9730

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
BC Muslim Association (025-243-080) 12300 Blundell Road (Site Area 4.78 Acres)	PID 011 053 569 Lot 5 Except: Part Subdivided by Plan 33568; Block "A" Section 19 Block 4 North Range 5 West New Westminster District Plan 4090	BC Muslim Association 12300 Blundell Road Richmond, B.C. V6W 1B3	43.6% 8,440 m ² 2.086 acres	56.4% 10,903.97 m ² 2.694 acres	100%	0%
Canadian Martyrs Parish (094-145-000) 5771 Granville Avenue 140	PID 003-894-266 Lot 610 Section 12 Block 4 North Range 7 West New Westminster District Plan 58494	Roman Catholic Archbishop of Vancouver 5771 Granville Avenue Richmond, B.C. V7C 1E8	93% 9,034.3 m ² 2.23 acres	7% 680 m ² 0.17 acres	100%	0%
Church of Latter Day Saints (074-575-000) 8440 Williams Road (Site Area 2.202 acres)	PID 009 210 890 Lot 2 Section 33 Block 4 North Range 6 West New Westminster District Plan 24922	Corp. of the President of the Lethbridge Stake of the Church of Jesus Christ of Latter-Day Saints c/o LDS Church Tax Division #502 - 7136 50 E. North Temple Street Salt Lake City, Utah, 84150- 2201	90.8% 8,093.7 m ² 2.00 acres	9.2% 817.5 m ² 0.202 acres	100%	0%

**PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP**

SCHEDULE B to BYLAW 9730

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Cornerstone Evangelical Baptist Church (024-279-000) 12011 Blundell Road Church Parking	PID 002-555-310 South Half of South West Quarter Section 18 Block 4 North Range 5 West New Westminster District Except: Firstly: Part Dedicated Road on Plan 87640 Secondly: Parcel E (Bylaw Plan LMP4874) Thirdly: Parcel F (Bylaw Plan LMP12615) Fourthly: Part on SRW Plan 21735	Cornerstone Evangelical Baptist Church of Vancouver 7890 No. 5 Road Richmond, B.C. V6Y 2V2	10% 5,158.4 m ²	90% 46,426.6 m ²	100%	0%
Dharma Drum Mountain Buddhist Association (025-222-030) 8240 No. 5 Road Manse	PID 003-740-315 Lot 23 Section 19 Block 4 North Range 5 West New Westminster District Plan 55080	Dharma Drum Mountain Buddhist Association 8240 No. 5 Road Richmond, B.C. V6Y 2V4	34.8% 3,384 m ² 0.836 acres	65.2% 6,333 m ² 1.565 acres	71.8% 729.75 m ²	28.2% 286.33 m ²
Fraserview Mennonite Brethren (080-623-027) 11295 Mellis Drive (Site Area 2.79 Acres)	PID 000 471 780 That portion of Lot 176 Section 25 Block 5 North Range 6 West New Westminster District Plan 53633	BC Conference of the Mennonite Brethren Churches 11295 Mellis Drive Richmond, B.C. V5X 4K2	71.7% 8,077 m ² 1.996 acres	28.3% 3,180.3 m ² 0.794 acres	100%	0%

**PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP**

SCHEDULE B to BYLAW 9730

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
India Cultural Centre of Canada (024-908-040) 8600 No 5 Road Manse & Parking	PID 004-328-850 Lot 19 Section 19 Block 4 North Range 5 West New Westminster District Plan 39242	India Cultural Centre of Canada 8600 No 5 Road Richmond, B.C. V6Y 2V4	43.9% 21,778.93 m ²	56.1% 27,828.07 m ²	Remaining portion of Building	100% of Manse 103.87 m ²
International Buddhist Society (046-195-007) 9160 Steveston Highway Manse The land under the taxable improvements situated on this property shall also be assessed as taxable.	PID 026-438-160 Section 3 Block 3 North Range 6 West New Westminster District Plan BCP19994 Parcel 1	International Buddhist Society 9160 Steveston Highway Richmond, B.C. V7A 1M5	36.5% 16,458.69 m ²	63.5% 28,622.31 m ²	83.2% of remaining hall 3,132.4 m ² 0% of farm buildings	16.8% of hall used for Manse and dining 632.0 m ² 100% of farm buildings
Ling Yen Mountain Temple (030-901-000) 10060 No. 5 Road (Site Area 4.916 Acres) Manse	PID 025-566-806 Lot 42 Except: Part Dedicated Road on Plan LMP22689, Section 31 Block 4 North Range 5 West New Westminster District Plan 25987	Ling Yen Mountain Temple 10060 No. 5 Road Richmond, B.C. V7A 4C5	27.7% 5,502.6 m ² 1.36 acres	72.3% 14,391.7 m ² 3.556 acres	50.6% 1,199.3 m ²	49.4% 1,171.8 m ²

**PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP**

SCHEDULE B to BYLAW 9730

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Nanaksar- Gurdwara- Gursikh Temple (002-822-001) 18691 Westminster Highway (Site Area 14.88 Acres) Manse	PID 023 751 878 Lot 1 Section 6 Block 4 North Range 4 West New Westminster District Plan 33029	Nanaksar-Gurdwara- Gursikh Temple 18691 Westminster Highway Richmond, B.C. V6V 1B1	16% 9,619.5 m ² 2.377 acres	84% 50,597.7 m ² 12.503 acres	86.9% of Manse 2,925.05 m ² 100% of Religious Hall	13.1% of Manse 441.29 m ²
Parish of St. Alban's (Richmond) (064-132-000) 7260 St. Alban's Road Manse	PID 013-077-911 Parcel One Section 16 Block 4 North Range 6 West New Westminster District Reference Plan 80504	Parish of St. Alban's (Richmond) 7260 St. Alban's Road Richmond, B.C. V6Y 2K3	91.6% 4,464.1 m ²	8.4% 406.9 m ²	0% of Manse 100% of Religious Hall	100% of Manse 83.6 m ²
Parish of St. Anne's - Steveston, B.C. (097-615-002) 4071 Francis Road Religious Hall Commercial Use	PID 002-456-320 Lot 2 of Section 23 Block 4 North Range 7 West New Westminster District Plan 70472	Parish of St. Anne's 4071 Francis Road Richmond, B.C. V7C 1J8	99.2% 3,067.86 m ²	0.8% 24.14 m ²	97.8% 1,090.66 m ²	2.2% 24.14 m ²
Peace Evangelical Church (025-231-041) 8280 No. 5 Road Manse	PID004-099-303 Lot 24 Section 19 Block 4 North Range 5 West New Westminster District Plan	Peace Evangelical Church 8280 No. 5 Road Richmond, B.C. V6Y 2V4	34.4% 3,614.3 m ² 0.893 acres	65.6% 6,892.7 m ² 1.703 acres	100% of Religious Hall 0% of Manse	100% Manse

**PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP**

SCHEDULE B to BYLAW 9730

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Richmond Alliance Church (047-535-044) 11371 No. 3 Road (Site Area 2.5 acres)	PID 004 113 331 South Half of 14 Section 5 Block 3 North Range 6 West New Westminster District Plan 4120	Christian and Missionary Alliance (Canadian Pacific District) 11371 No. 3 Road Richmond, B.C. V7A 1X3	80% 8,077.5 m ² 1.996 acres	20% 2,030.5 m ² 0.504 acres	100%	0%
Richmond Baptist Church (065-972-089) 6560 Blundell Road Manse and Parking	PID 006-457-118 Lot 43 Section 19 Block 4 North Range 6 West New Westminster District Plan 30356	Richmond Baptist Church 6640 Blundell Road Richmond, B.C. V7C 1H8	57% 1,151.4 m ²	43% 868.6 m ²	0% of Manse	100% of Manse 106.84 m ²
Richmond Baptist Church (066-062-000) 6560 Blundell Road Manse and Parking	PID 033-732-193 Section 19 Block 4 North Range 6 West New Westminster District Plan 71422 Parcel A	Richmond Baptist Church 6640 Blundell Road Richmond, B.C. V7C 1H8	Portion of land not under church	Land under manse	0% of Manse 100% of Religious Hall	100% of Manse
Richmond Pentecostal Church (060-287-008) 9260 Westminster Highway Manse and Parking	PID 004-140-125 Lot A Section 10 Block 4 North Range 6 West New Westminster District Plan 13172	Pentecostal Assemblies of Canada 9260 Westminster Highway. Richmond, B.C. V6X 1B1	30% Paved parking area behind building 652.2 m ²	70% Non- parking area 1,521.8 m ²	0%	100%

**PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP**

SCHEDULE B to BYLAW 9730

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Richmond Pentecostal Church (060-300-000) 9300 Westminster Highway	PID 024-957-828 Lot 107 Section 10 Block 4 North Range 6 West New Westminster District Plan 64615	Pentecostal Assemblies of Canada 9300 Westminster Highway Richmond, B.C. V6X 1B1	58.7% 8,093.7 m ² 2 acres	51.3% 5,690.3 m ² 1.4 acres	100%	0%

**PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP**

SCHEDULE B to BYLAW 9730

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
The Science of Spirituality Eco Centre (045-488-098) Civic address: 11011 Shell Road Farm Land	PID 015-725-871 Parcel F (Reference Plan 2869) Section 2 Block 3 North Range 6 West New Westminster District Except: Part Dedicated Road on Plan LMP4152 PID 013-082-566 North Easterly 5 and 1/5 th Square Chains Section 2 Block 3 North Range 6 West New Westminster District Except: Part Dedicated Road by Plan LMP54152 PID 015-342-433 Parcel D (Explanatory Plan 1980) Section 2 Block 3 North Range 6 West New Westminster District PID 015-725-880 Parcel "G" (Reference Plan 2870) Section 2 Block 3 North Range 6 West New Westminster District	Science of Spirituality SKRM Inc. 9100 Van Horne Way Richmond, B.C. V6X 1W3	50% 385 m ²	50% 385 m ²	100%	0%

**PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP**

SCHEDULE B to BYLAW 9730

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
The Shia Muslim Community of British Columbia (024-941-069) 8580 No. 5 Road (Site Area 9.8 acres)	PID 004-884-850 Lot 20 Section 19 Block 4 North Range 5 West New Westminster District Plan 39242	The Shia Muslim Community of British Columbia 8580 No. 5 Road Richmond, B.C. V6Y 2V4	38.1% 15,117.2 m ² 3.736 acres	61.9% 24,512.8 m ² 6.064 acres	100%	0%
South Arm United Church (047-431-056) 11051 No. 3 Road (Site Area 6.42 acres)	PID 015 438 562 Parcel "E" (Explanatory Plan 21821) of Lots 1 and 2 of Parcel "A" Section 5 Block 3 North Range 6 West New Westminster District Plan 4120 EXCEPT: FIRSTLY: Part Subdivided by Plan 29159 AND SECONDLY: Parcel "D" (Bylaw Plan 79687)	Congregation of the South Arm United Church of Canada 11051 No. 3 Road Richmond, B.C. V7A 1X3	31.6% 8,093.7 m ² 2 acres	68.4% 17,496.3 m ² 4.42 acres	100%	0%
St. Gregory Armenian Apostolic Church of BC (018-330-000) 13780 Westminster Highway	PID 002-946-068 Lot "A" (RD 190757) Section 8 Block 4 North Range 5 West New Westminster District Plan 12960	Armenian Apostolic Church of British Columbia 13780 Westminster Highway Richmond, B.C. V6V 1A2	95% 2,505.15 m ²	5% 131.85 m ²	100%	0%

**PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP**

SCHEDULE B to BYLAW 9730

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
St. Joseph The Worker Parish (099-300-034) 4451 Williams Road (Site Area 8.268 acres) 3.26 and 5.00 acres	PID 010 887 725 Parcel "C" (Explanatory Plan 8670) of Lots 3 and 4 Except: Part Subdivided by Plan 30525; Section 26 Block 4 North Range 7 West New Westminster District Plan 3139	Roman Catholic Archbishop of Vancouver St. Joseph the Worker Parish 4451 Williams Road Richmond, B.C. V7E 1J7	38.8% (School portion exempted under Schedule C) 9,397.07 m ² 2.32 acres	61.2% 14,838.13 m ² 3.67 acres	60% 635.4 m ²	40% 423.6 m ²
St. Monica's Parish (040-800-004) 12011 Woodhead Road (Site Area 1.60 acres) Manse and Hall	PID 024-840-319 Lot A Section 31 Block 5 North Range 5 West New Westminster District Plan LMP47203	Roman Catholic Archbishop of Vancouver St. Monica's Parish 12011 Woodhead Road Richmond, B.C. V6V 1G2	Note: The land under the manse is exempt; the manse itself is not exempt. 73.35% 4,744.33 m ² 1.17 acres	Note: The land under the manse is exempt; the manse itself is not exempt. 26.65% 1,723.67 m ² 0.43 acres	0% of Manse 100% of Religious Hall	100% of Manse 196.8 m ²
St. Paul's Roman Catholic Parish (067-043-063) 8251 St. Alban's Road (Site Area 4.77 acres)	PID 010 900 691 Lot 15 Except: Firstly: Part Dedicated as Road on Plan 20753, Secondly; Part Subdivided by Plan 58438; Section 21 Block 4 North Range 6 West New Westminster District Plan 3238	Catholic Independent Schools of Vancouver Archdiocese St. Paul's Roman Catholic Parish 8251 St. Alban's Road Richmond, B.C. V6Y 2L2	52.5% 10,112.8 m ² 2.5 acres	47.5% 9,133.2 m ² 2.27 acres	100%	0%

**PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP**

SCHEDULE B to BYLAW 9730

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Steveston Buddhist Temple (087-401-000) 4360 Garry Street (Site Area 4.53 acres)	PID 001 235 265 Lot 132 Except: Firstly: Part Road on Plan LMP20538, Secondly: Part Subdivided by Plan LMP25471, Section 2 Block 3 North Range 7 West New Westminster District Plan 40449	Steveston Buddhist Temple 4360 Garry Street Richmond, B.C. V7E 2V2	44.15% 8,093.7 m ² 2 acres	55.85% 10,238.56 m ² 2.53 acres	100%	0%
Thrangu Monastery Association (025-193-000) 8140 No. 5 Road Vancouver	PID 027-242-838 Lot A Section 19 Block 4N Range 5W New Westminster District Plan BCP32842	Thrangu Monastery Association 8140 No. 5 Road Richmond, B.C. V6Y 2V4	0% of land beneath the dormitory 59.55% 11,421.8 m ² 2.82 acres	100% of land beneath the dormitory 40.45% 7,759.2 m ² 1.92 acres	76.3% 2,060.1 m ²	23.7% 639 m ²
Thrangu Monastery Association (025-193-000) & (025-202-011) - Combined 8140/8160 No. 5 Road	PID 027-242-838 Lot A Section 19 Block 4N Range 5W New Westminster District Plan BCP32842	Thrangu Monastery Association 8140 No. 5 Road Richmond, B.C. V6Y 2V4	59.55% 11,421.8 m ² 2.82 acres	40.45% 7,759.2 m ² 1.92 acres	100% of the shed used to store religious artefacts	0%

**PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP**

SCHEDULE B to BYLAW 9730

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Towers Baptist Church (070-101-000) 10311 Albion Road (Site Area 2.148 acres) Manse	PID 000 565 318 Parcel "A" Except Part on Plan 32239 Section 26 Block 4 North Range 6 West New Westminster District Plan 22468	New Wineskins Society 10311 Albion Road Richmond, B.C. V7A 3E5	78.9% 7,002.4 m ² 1.73 acres	21.1% 1,872.6 m ² 0.418 acres	0% of Manse 100% of Religious Hall	100% Manse 162.6 m ²
Trinity Lutheran Church Hall (064-438-000) 7100 Granville Avenue Manse and Hall	PID 025-555-669 Section 17 Block 4 North Range 6 West Plan BCP3056 Parcel A	Trinity Lutheran Church – Richmond 7100 Granville Avenue Richmond, B.C. V6Y 1N8	87.09% 6,012.32	12.91% Manse 891.68 m ²	0% of Manse 100% of Religious Hall	100% of Manse 142.5 m ² 0% of Religious Hall
Vancouver International Buddhist Progress Society (082-304-006) 8271 Cambie Road (Site Area 0.757 acres)	PID 00-316-002 9 Section 28 Block 5 North Range 6 West Plan 7532	Vancouver International Buddhist Progress Society 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9	76% 2,322.58 m ²	24% 740.42 m ²	N/A	N/A

**PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP**

SCHEDULE B to BYLAW 9730

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Vancouver International Buddhist Progress Society (082-265-059) 6680 – 8181 Cambie Road Manse	PID 018-553-591 Strata Lot 59 Section 28 Block 5 North Range 6 West New Westminster District Plan Strata Plan LMS1162	Vancouver International Buddhist Progress Society 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9	89.45% 1,182.05 m ²	11.55% 139.4 m ²	0% of Manse Remaining Religious Hall	100% Manse 139.4 m ²
Vancouver International Buddhist Progress Society (082-265-060) 6690 – 8181 Cambie Road	PID 018-553-605 Strata Lot 60 Section 28 Block 5 North Range 6 West New Westminster District Plan Strata Plan LMS1162	Vancouver International Buddhist Progress Society 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9	Included in Above Calculation	Included in Above Calculation	Included in Above Calculation	Included in Above Calculation
Vedic Cultural Society of BC (025-212-021) 8200 No 5 Road	PID 011-053-551 South Half Lot 3 Block A Section 19 Block 4 North Range 5 West New Westminster District Plan 4090	Vedic Cultural Society of BC 8200 No 5 Road Richmond, B.C. V6Y 2V4	88% 8,883.6 m ²	12% 1,211.4 m ²	99.1% 2,144.6 m ²	0.9% 18.9 m ²

SCHEDULE C to BYLAW 9730

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	TENANTS MAILING ADDRESS
(057-614-000) 200 – 7451 Elmbridge Way	PID 007-501-129 Lot 87 Section 5 Block 4 North Range 6 West New District Plan 36964	That portion of the property occupied by the Richmond Emmanuel Church	Richmond Emmanuel Church 200 – 7451 Elmbridge Way Richmond, B.C. V6X 1B8
(136-467-527) 3211 Grant McConachie Way	PID 009-025-103 Lot 58 Sections 14, 15, 16, 17, 20, 21, 23 and 29 Block 5 North Range 7 West New Westminster District Plan 29409	That portion of the property occupied by Vancouver Airport Chaplaincy	Vancouver Airport Chaplaincy Box 32362 Domestic Terminal RPO Richmond, B.C. V7B 1W2

SCHEDULE D to BYLAW 9730

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	OWNER/HOLDER'S MAILING ADDRESS
(086-938-001) 11820 No. 1 Road	PID 001 431 030 Lot 2 Section 2 Block 3 North Range 7 West NWD Plan 69234	Anavets Senior Citizens Housing Society #200 - 951 East 8th Avenue Vancouver, B.C. V5T 4L2

**CHARITABLE, PHILANTHROPIC & OTHER
NOT-FOR-PROFIT – COMMUNITY CARE OR
ASSISTED LIVING**

SCHEDULE E to BYLAW 9730

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	OWNER/HOLDER'S MAILING ADDRESS
(058-885-000) 6531 Azure Road	PID 003 680 100 Lot 525 Section 7 Block 4 North Range 6 West NWD Plan 25611	Development Disabilities Association 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(067-321-001) 8400 Robinson Road	PID 009 826 386 Lot 80 Except: Part Subdivided by Plan 81951, Section 21 Block 4 North Range 6 West NWD Plan 12819	Development Disabilities Association 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(099-371-000) 3311 Williams Road	PID 004 864 077 Lot 4 Section 26 Block 4 North Range 7 West NWD Plan 17824	Greater Vancouver Community Service Society 500 – 1212 W. Broadway Vancouver, B.C. V6H 3V1
(080-622-000) 331 Mellis Drive	PID 004 107 292 Lot 175 Section 25 Block 5 North Range 6 West NWD Plan 53633	Pinegrove Place Mennonite Care Home Society of Richmond 11331 Mellis Drive Richmond, B.C. V6X 1L8
(082-199-000) 9020 Bridgeport	PID 002-672-855 Block 5 North Range 6 West New Westminster District Plan 60997 Parcel B, Section 27/28, REF 60997	0952590 BC Ltd. Richmond Lion's Manor 400 – 13450 102 nd Avenue Surrey BC V3T 0H1
(099-561-000) 9580 Pendleton Road	PID 003 751 678 Lot 450 Section 26 Block 4 North Range 7 West NWD Plan 66281	Richmond Society for Community Living 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(064-762-037) 303 – 7560 Moffatt Road	PID 014-890-305 Strata Lot 37 Section 17 Block 4 North Range 6 West New Westminster District Strata Plan NW3081	Richmond Society for Community Living 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5

**CHARITABLE, PHILANTHROPIC & OTHER
NOT-FOR-PROFIT – COMMUNITY CARE OR
ASSISTED LIVING**

SCHEDULE E to BYLAW 9730

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	OWNER/HOLDER'S MAILING ADDRESS
(087-058-109) 9 – 11020 No. 1 Road	PID 013-396-901 Strata Lot 9 Section 2 Block 3 North Range 7 West New Westminster District Strata Plan NW2952	Richmond Society for Community Living 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(103-370-125) 5635 Steveston Highway	PID 004-866-029 Lot 910 Section 36 Block 4 North Range 7 West New Westminster District Plan 56866	Richmond Society for Community Living 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(097-575-028) 4333 Francis Road	PID 003-887-022 Lot 890 Section 23 Block 4 North Range 7 West New Westminster District Plan 66590	Richmond Society for Community Living 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(090-515-105) 5862 Dover Crescent	PID 023-648-058 Strata Lot 105 Section 1 Block 4 North Range 7 West New Westminster District Strata Plan LMS2643	Riverside Children's Centre Developmental Disability Association 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(065-571-000) 6260 Blundell Road	PID 005 146 135 Lot "A" (RD135044) Section 19 Block 4 North Range 6 West New Westminster District Plan 48878	Rosewood Manor Richmond Intermediate Care Society 6260 Blundell Road Richmond, B.C. V7C 5C4
(089-830-129) 5500 Andrews Road, Unit 100	PID 023-684-801 Strata Lot 129 Section 12 Block 3 North Range 7 West New Westminster District Strata Plan LMS2701	Treehouse Learning Centre Richmond Society for Community Living 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5

Bylaw 9730
 CHARITABLE, PHILANTHROPIC & OTHER
 NOT-FOR-PROFIT – COMMUNITY CARE OR
 ASSISTED LIVING

SCHEDULE E to BYLAW 9730

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	OWNER/HOLDER'S MAILING ADDRESS
084-988-041 10411 Odlin Road	PID 017-418-780 Lot 141 Section 35 Block 5 North Range 6 West New Westminster District Plan LMP942	Turning Point Recovery Society Suite 260 – 7000 Minoru Blvd. Richmond, BC V6Y 3Z5

SCHEDULE F to BYLAW 9730

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	OWNER/HOLDER'S MAILING ADDRESS
(094-282-297) 7251 Langton Road	PID 003 460 525 Lot 319 Section 13 Block 4 North Range 7 West NWD Plan 49467	Richmond Legion Senior Citizen Society #800 – 7251 Langton Road. Richmond, B.C. V7C 4R6

**CHARITABLE, PHILANTHROPIC & OTHER
NOT-FOR-PROFIT**

SCHEDULE G to BYLAW 9730

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(057-572-000) Unit 100 – 5671 No. 3 Road	PID 003-698-009 Lot 34 Section 5 Block 4 North Range 6 West Plan 32827	That portion of the property occupied by the Richmond Centre for Disabilities	Richmond Centre for Disabilities 100 – 5671 No. 3 Road Richmond, B.C. V6X 2C7
(067-813-000) 8660 Ash Street	PID 017-854-997 Lot C Section 22 Block 4 North Range 6 West Plan 2670	Exempting that portion of the property occupied by the Richmond Family Place	Richmond Family Place 8660 Ash Street Richmond, B.C. V6Y 2S3
(093-050-002) 2011 Blanshard Drive	PID 019-052-685 Lot 2 Section 10 Block 4 North Range 7 West New Westminster District Plan LMP19283	100% that is occupied by Society of Richmond Children's Centres	Terra Nova Children's Centre Society of Richmond Children's Centres 110 – 6100 Bowling Green Road Richmond, B.C. V6Y 4G2
(084-195-000) 4033 Stolberg Street	PID 028-745-540 Section 34 Block 4 North Range 6 West New Westminster District Plan BCP49848 Air Space Parcel 3	100% that is occupied by Society of Richmond Children's Centres	West Cambie Child Care Centre Society of Richmond Children's Centres 110 – 6100 Bowling Green Road Richmond, B.C. V6Y 4G2
(057-600-003) 650-5688 Hollybridge Way	PID 030 085 489 Section 5 Block 4 North Range 6 West NWD Plan EPP65030 Air Space Parcel 1	100%	Willow Early Care and Learning Centre Atira Women's Resource Society #201 – 190 Alexander Street, Vancouver, B.C. V6A 1B5

SCHEDULE G to BYLAW 9730

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(056-610-001) 8911 Westminster Highway	PID 017 240 107 Lot 1 Sections 3 and 4 Block 4 North Range 6 West NWD Plan LMP 00069	100%	Canadian Mental Health Association 7351 Elmbridge Way Richmond, B.C. V6X 1B8
(059-905-125) 8300 Cook Road	PID 023 800 496 Strata Lot 125 Section 9 Block 4 North Range 6 West new Westminster District Strata Plan LMS2845 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on form 1	100% that is occupied by Society of Richmond Children's Centres	Cook Road Children's Centre Society of Richmond Children's Centres 110 – 6100 Bowling Green Road Richmond, B.C. V6Y 4G2
(011-892-000) 23591 Westminster Highway	Lot B Section 36 Block 5 North Range 4 West New Westminster District Plan BCP46528	That portion of the property occupied by Richmond Children's Centres	Cranberry Children's Centre Society of Richmond Children's Centres 23591 Westminster Highway Richmond, B.C.
(094-391-000) 7611 Langton Road	PID 004 700 368 Lot 11 Section 13 Block 4 North Range 7 West NWD Plan 19107	100%	Development Disabilities Association 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(064-810-001) 7000 Minoru Boulevard	PID 018 489 613 Lot 1 Section 17 Block 4 North Range 6 West NWD Plan LMP 12593	100% of land and improvements leased to Richmond Caring Place as indicated in LMP 12594	Richmond Caring Place 140 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5

SCHEDULE H to BYLAW 9730

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(057-902-804) 2005 – 6111 River Road	PID 027-090-434 Lot 8 Section 6 Block 4 North Range 6 West New Westminster District Plan BCP30383	That portion of the property occupied by Canadian Sport Institute Pacific Society	Canadian Sport Institute Pacific Society 2005 – 6111 River Road Richmond, BC V7C 0A2
(097-842-000) 4780 Blundell Road	PID 001-145-801 Lot 2 Block 4 North Range 7 West New Westminster District Plan 3892	That portion of the property occupied by Girl Guides of Canada	Girl Guides of Canada 4780 Blundell Road Richmond, B.C. V7C 1G9
(051-521-010) 1111 Dyke Road	PID 014-924-781 Dedicated Park Plan 565772		Girl Guides of Canada 1476 West 8th Avenue Vancouver, BC V6H 1E1
(083-465-000) 7400 River Road	PID 007 206 518 Lot "N" Except: Part Subdivided by Plan 35001, Fractional Section 6 and of Sections 5, 7 and 8 Block 4 North Range 6 West and of Fractional Section 32 Block 5 North Range 6 West New Westminster District Plan 23828 (see R083-466-000, R083-467-000, R083-467-505 for remainder)	That portion of the property occupied by Navy League of Canada National Council	Navy League of Canada National Council c/o Richmond/Delta Branch Box 43130 Richmond, B.C. V6Y 3Y3
(083-218-000) 7400 River Road (Unit 140)	PID 003-752-534 Lot 20 Section 32 Block 5 North Range 6 West New Westminster District Plan 40727	That portion of the property occupied by Richmond Gymnastics Association	Richmond Gymnastics Association Unit 140 – 7400 River Road Richmond B.C. V6Y 2C1

SCHEDULE H to BYLAW 9730

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(059-477-003) 6133 Bowling Green Road	PID 009 300 261 Lot 26, Except that part in Plan LMP39941 Section 8 Block 4 North Range 6 West New Westminster District Plan 24068	That portion of the property occupied by Richmond Lawn Bowling Club	Richmond Lawn Bowling Club 7321 Westminster Highway Richmond, B.C. V6X 1A3
(082-479-000) 7760 River Road	PID 009 311 998 Lot 2 Except: Firstly; Part Subdivided by Plan 28458; Secondly; Parcel "C" (Bylaw Plan 62679); Thirdly: Parcel G (Bylaw Plan 80333); Sections 29 and 32 Block 5 North Range 6 West New Westminster District Plan 24230	That portion of the property occupied by Richmond Rod and Gun Club	Richmond Rod and Gun Club P.O. Box 26551 Blundell Centre Post Office Richmond, B.C. V7C 5M9
(082-218-000) 7400 River Road (Unit 140)	PID 003-752-534 Lot 20 Section 32 Block 5 North Range 6 West New Westminster District Plan 40727	That portion of the property occupied by Richmond Rod and Gun Club	Richmond Rod and Gun Club P.O. Box 26551 Blundell Centre Post Office Richmond, B.C. V7C 5M9
(059-216-001) 6820 Gilbert Road	PID 017 844 525 Lot A Section 8 Block 4 North Range 6 West, New Westminster District Plan LMP 5323	That portion of the property occupied by Richmond Tennis Club	Richmond Tennis Club 6820 Gilbert Road Richmond, B.C. V7C 3V4
(057-590-001) 5540 Hollybridge Way	PID 007 250 983 Lot 73 Except: Part Subdivided by Plan 48002; Sections 5 and 6 Block 4 North Range 6 West New Westminster District Plan 36115	That portion of the property occupied by Richmond Winter Club	Richmond Winter Club 5540 Hollybridge Way Richmond, B.C. V7C 4N3

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SCHEDULE H to BYLAW 9730

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(088-500-046) 2220 Chatham Street	PID 004-276-159 Block 3 N Range 7W Section 4 Parcel D, Except Plan REF 43247, EXP 60417, REF 10984 File NO 1000-14-045	That portion of the property occupied by Scotch Pond Heritage Cooperative	Scotch Pond Heritage Cooperative 3811 Moncton Street Richmond, B.C. V7E 3A0

SCHEDULE I to BYLAW 9730

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(085-643-001) Unit 140-160 11590 Cambie Road	PID 018-844-456 Lot C Section 36 Block 5 North Range 6 West Plan LMP17749 Except Plan BCP 14207	That portion of the property occupied by Richmond Public Library	Richmond Public Library Cambie Branch Unit 150 - 11590 Cambie Road Richmond, B.C. V6X 3Z5
(044-761-005) 11688 Steveston Highway	PID 023-710-047 Lot 1 Section 1 Block 3 North Range 6 West Plan 32147	That portion of the property occupied by Richmond Public Library	Richmond Public Library Ironwood Branch 11688 Steveston Highway, Unit 8200 Richmond, B.C. V7A 1N6
(020-968-086) 1420 Triangle Road	PID 023-510-692 Lot 2 Section 33 Block 4 North Range 5 West NWD Plan LMP29486	That portion of the property occupied by City of Richmond	City of Richmond 6911 No. 3 Road Richmond, B.C. V6Y 2C1
(020-969-003) 14900 Entertainment Boulevard	PID 023-672-269 Lot C Section 33 Block 4 North Range 5 West NWD Plan LMP31752	That portion of the property occupied by City of Richmond	City of Richmond 6911 No. 3 Road Richmond, B.C. V6Y 2C1
(057-902-800) 6111 River Road	PID 027-090-434 Lot 8 Section 6 Block 4 North Range 6 West Plan BCP30383	That portion of the property occupied by Richmond Oval Corporation	City of Richmond 6911 No. 3 Road Richmond, B.C. V6Y 2C1
(051-557-060) 12071 No. 5 Road	PID 013-082-531 Section 12 Block 3 North Range 6 West NWD Plan 15624 Parcel A-J, Part NE 1/4, Ref 15624, Ref 8114 File No. 1000-05-021	That portion of the property occupied by Richmond Animal Protection Society	City of Richmond 6911 No. 3 Road Richmond, B.C. V6Y 2C1

SCHEDULE I to BYLAW 9730

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(057-561-001) 5900 Minoru Boulevard	Lot A Section 5 Block 4 North 6 West New Westminster District Plan BCP45912	That portion of the property occupied by City Centre Community Centre	City of Richmond 6911 No. 3 Road Richmond, B.C. V6Y 2C1



City of Richmond

Report to Committee

To: Finance Committee

Date: September 1, 2017

From: Jerry Chong
Director, Finance

File: 03-1240-01/2017-Vol
01

Re: Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9729

Staff Recommendation

That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9729 be introduced and given first, second and third readings.

Jerry Chong
Director, Finance
(604-276-4064)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Business Licences	<input checked="" type="checkbox"/>	
City Clerk	<input checked="" type="checkbox"/>	
Finance Department	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
Recreation Services	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Community Bylaws	<input checked="" type="checkbox"/>	
Fire Rescue	<input checked="" type="checkbox"/>	
RCMP	<input checked="" type="checkbox"/>	
Building Approvals	<input checked="" type="checkbox"/>	
Development Applications	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Intergovernmental Relations & Protocol Unit	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

As part of the City's Long Term Financial Management Strategy Policy 3707, fees and charges are adjusted annually based on projected Vancouver Consumer Price Index increases.

This report supports Council's 2014-2018 Term Goal #7 Strong Financial Stewardship:

- 7.2. *Well-informed and sustainable financial decision making.*
- 7.3. *Transparent financial decisions that are appropriately communicated to the public.*
- 7.4. *Strategic financial opportunities are optimized.*

Analysis

The Vancouver Consumer Price Index (CPI) increase for 2018 is projected to be 2.1%. In the original bylaw, all adjusted fees greater than \$100 are rounded up to the nearest \$1, adjusted fees less than \$100 are rounded up to the nearest \$0.25 and adjusted fees less than \$1 are rounded up to the nearest \$0.05. This minimizes the number of transactions requiring small coinage.

All rates in the attached Amendment Bylaw No. 9729 are effective January 1, 2018 and have been adjusted for the proposed 2.1% increase, with the following changes to the schedules at the request of the respective stakeholders:

- Schedule – Archives & Records
 - Photocopying and printing fees remain unchanged at \$0.35 per page for black and white copies and \$0.50 per page for colour copies. Microfilm printing fees remain unchanged at \$0.35 per page. This ensures that charges do not become unaffordable for the general public.
 - New fees were added for:
 - Scanned electronic copy of paper records - Staff is experiencing increased requests for scanned copies of textual records.
 - Digitization of audio recordings – the new fee will be charged for requests to digitize copies of oral history tapes.
 - All fees for printing photographs have been eliminated as over 12,000 digitized photographs are currently online through the City's Archives website. Customers can either print photographs themselves or send the digital copy for printing at a commercial service provider.

▪ Schedule – Filming Application and Fees

- Instead of the 2.1% CPI increase on the application for filming agreement fee, it is proposed that this fee be adjusted from \$110 to \$200 per filming agreement. This adjustment will bring the rate in line with other municipalities.
- Under other fees:
 - Fees for uses of special effects has been eliminated as the fee is already included in the Schedule - Fire Protection and Safety.
 - Use of a fire hydrant has been revised to include both metered and un-metered water rates.

▪ Schedule – Property Tax Billing Information

- It is proposed that the tax apportionment fee remain unchanged at \$35 per subdivided folio. Keeping the rate at \$35 will bring the fee in line with other municipalities.

▪ Schedule – Sign Regulation


- This amendment bylaw incorporates the changes in the Sign Regulation Bylaw No. 9700, adopted by Council on July 10, 2017.

Financial Impact

Fee increases assist in offsetting the increased costs associated with each respective service. It is estimated that an increase of 2.1% will generate approximately \$205,000 in additional revenue.

Conclusion

That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9729 be introduced and given first, second and third readings.



Ivy Wong
Manager, Revenue
(604-276-4046)

IW:iw



Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9729

The Council of the City of Richmond enacts as follows:

1. The Consolidated Fees Bylaw No. 8636, as amended, is further amended by deleting, in their entirety, the schedules attached to Bylaw No. 8636, as amended, and substituting the schedules attached to and forming part of this Bylaw.
2. This Bylaw comes into force and effect on January 1, 2018.
3. This Bylaw is cited as **"Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9729"**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

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

SCHEDULE – ANIMAL CONTROL REGULATION**Animal Control Regulation Bylaw No. 7932****Cat Breeding Permit Fee****Section 2.2**

Description	Fee
Cat breeding permit for three years	\$41.50

Animal Control Regulation Bylaw No. 7932**Impoundment Fees****Section 8**

Description	Fee
1st time in any calendar year	
Neutered male or spayed female dog	\$47.75
Non-neutered male or unspayed female dog	\$143.00
Dangerous Dog*	\$589.00
2nd time in any calendar year	
Neutered male or spayed female dog	\$94.25
Non-neutered male or unspayed female dog	\$297.00
Dangerous Dog*	\$1,173.00
3rd time and subsequent times in any calendar year	
Neutered male or spayed female dog	\$297.00
Non-neutered male or unspayed female dog	\$589.00
Dangerous Dog*	\$1,173.00
Bird	\$7.00
Domestic farm animal	\$70.75
<i>Impoundment fee also subject to transportation costs</i>	
Other animal	\$35.75
<i>Impoundment fee also subject to transportation costs</i>	

**Subject always to the power set out in Section 8.3.12 of Animal Control Regulation Bylaw No. 7932 to apply for an order that a dog be destroyed.*

Note: In addition to the fees payable above (if applicable), a licence fee will be charged where a dog is not currently licenced.

Animal Control Regulation Bylaw No. 7932**Maintenance Fees****Section 8**

Description	Fee
Dog	\$15.00
Cat	\$15.00
Bird	\$4.00
Domestic farm animal	\$35.75
Other animal	\$12.00

Note: For all of the Animal Control Regulation Maintenance Fees, a charge is issued for each day or portion of the day per animal.

SCHEDULE – ARCHIVES AND RECORDS**Archives and Records****Image Reproduction Fees**

Description	Fee	Units
<u>Copying Records</u> <i>Note: careful consideration will be given to requests for copying of fragile archival records. The City will not copy records if there is the possibility that an original record could be damaged during the copying process.</i>		
Photocopying and printing (First 4 pages free)	\$0.35 \$0.50	per b+w page per colour page
Scanned electronic copy of a paper record	\$0.10	per b+w or colour page
Microfilm printing	\$0.35	per page
Digitization of audio recording	\$10.00	per audio file
<u>Photograph Reproductions</u> Scanned image (each)	\$18.75	

**Archives
Tax Searches Fees**

Description	Fee
<u>Tax Searches and Printing of Tax Records</u>	
Searches ranging from 1 to 5 years	\$30.50
Each year greater than 5 years	\$7.00

**Archives and Records
Preliminary Site Investigation**

Description	Fee
Active Records Check Survey (per civic address searched)	\$237.00

**Archives
Mail Orders**

Description	Fee
Mail orders	\$7.00

**Archives
Research Service Fee**

Description	Fee	Unit
Commercial Research Service Fee	\$47.00	per hour

Note: Rush orders available at additional cost; discounts on reproduction fees available to students, seniors, and members of the Friends of the Richmond Archives.

SCHEDULE – BILLING AND RECEIVABLES

**Billing and Receivables
Receivables Fees**

Description	Fee
Administrative charges for receivable projects undertaken for arm's length third parties	(20% of actual cost)
Non-Sufficient Fund (NSF) charges	\$35.25

SCHEDULE – BOARD OF VARIANCE**Board of Variance Bylaw No. 9259****Application Fees**

Section 3.1.2(c), 3.2.3

Description	Fee
Application for order under section 901 of <i>Local Government Act</i> [Variance or exemption to relieve hardship]	\$678.00
Application for order under section 901.1 of <i>Local Government Act</i> [Exemption to relieve hardship from early termination of land use contract]	\$678.00
Application for order under section 902 of <i>Local Government Act</i> [Extent of damage preventing reconstruction as non-conforming use]	\$678.00
Fee for notice of new hearing due to adjournment by applicant	\$158.00

SCHEDULE – BOULEVARD AND ROADWAY PROTECTION AND REGULATION**Boulevard and Roadway Protection and Regulation Bylaw No. 6366****Inspection Charges**

Section 11

Description	Fee
Additions & Accessory Buildings Single or Two Family Dwellings over 10 m ² in size; In-ground Swimming Pools & Demolitions	\$179.00
Move-Offs; Single or Two Family Dwelling Construction	\$179.00
Combined Demolition & Single or Two Family Dwelling Construction	\$179.00
Commercial; Industrial; Multi-Family; Institutional; Government Construction	\$237.00
Combined Demolition & Commercial; Industrial; Multi-family; Institutional or Government Construction	\$237.00
Each additional inspection as required	\$89.00

SCHEDULE – BUILDING REGULATION**Building Regulation Bylaw No. 7230****Plan Processing Fees****Section 5.4**

Description	Fee
For a new one family dwelling	\$648.00
For other than a new one family dwelling (a) <i>or (b) 50% to the nearest dollar of the estimated building permit fee specified in the applicable Building Permit Fees in Subsection 5.13.6 and other Building Types to a maximum of \$10,000.00</i> <i>-whichever is greater of (a) or (b)</i>	\$74.25
For a sewage holding tank	\$151.00

Building Regulation Bylaw No. 7230**Building Permit Fees for those buildings referred to in Subsection 5.13.6****Sections 5.2, 5.5, 5.6, 7.2**

Description	Fee
Nil to \$1,000.00 (minimum fee)	\$74.25
Exceeding \$1,000.00 up to \$100,000.00	\$74.25
<i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i> *Plus	\$11.50
Exceeding \$100,000.00 to \$300,000.00	\$1,212.75
<i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i> **Plus	\$11.00
Exceeding \$300,000.00	\$3,412.75
<i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i> ***Plus	\$9.00

Note: The building permit fee is doubled where construction commenced before the building inspector issued a building permit.

Building Regulation Bylaw No. 7230**Building Permit Fees for all Other Building Types**

Sections 5.5, 5.9, 5.11, 5.14, 7.2, 11.1, 12.7, 12.9, 12.10

Description	Fee
Nil to \$1,000.00 (minimum fee)	\$74.25
Exceeding \$1,000.00 up to \$100,000.00	\$74.25
<i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i>	<i>*Plus \$11.75</i>
Exceeding \$100,000.00 up to \$300,000.00	\$1,237.50
<i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i>	<i>**Plus \$11.25</i>
Exceeding \$300,000.00	\$3,487.50
<i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i>	<i>***Plus \$9.25</i>

Note: The building permit fee is doubled where construction commenced before the building inspector issued a building permit.

Despite any other provision of the Building Regulation Bylaw No. 7230, the “construction value” of a:

- (a) one-family dwelling or two-family dwelling
- (b) garage, deck, porch, interior finishing or addition to a one-family dwelling or two-family dwelling is assessed by total floor area and deemed to be the following:

Description	Fee	Units
(i) new construction of first storey	\$1,241.00	per m ²
(ii) new construction of second storey	\$1,144.00	per m ²
(iii) garage	\$636.00	per m ²
(iv) decks or porches	\$524.00	per m ²
(v) interior finishing on existing buildings	\$587.00	per m ²
(vi) additions	\$1,241.00	per m ²

Building Regulation Bylaw No. 7230**Building Permit Fees for all Other Building Types (cont.)**

Sections 5.5, 5.9, 5.11, 5.14, 7.2, 11.1, 12.7, 12.9, 12.10

Description	Fee
<u>Building Design Modification Fee</u>	
Plan Review (per hour or portion thereof)	\$133.00
Building Permit Fee for Temporary Building for Occupancy	\$589.00
<u>Re-inspection Fees</u>	
(a) for the third inspection	\$89.00
(b) for the fourth inspection	\$122.00
(c) for the fifth inspection	\$237.00
<i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	
<u>Special Inspection Fees:</u>	
(a) during the City's normal business hours	\$133.00
(b) outside the City's normal business hours	\$518.00
<i>*for each hour or part thereof after the first four hours</i>	<i>*Plus \$133.00</i>
Building Permit Transfer or Assignment Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original building permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$74.25
Building Permit Extension Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original building permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$74.25
<u>Building Move Inspection Fee:</u>	
(a) within the City boundaries	\$133.00
(b) outside the City boundaries when travel is by City vehicle	\$133.00
<i>** per km travelled</i>	<i>**Plus \$3.00</i>

Note: Where the building inspector is required to use overnight accommodation, aircraft or ferry transportation in order to make a building move inspection, the actual costs of accommodation, meals and transportation are payable in addition to other applicable fees including salary cost greater than 1 hour.

Building Regulation Bylaw No. 7230**Building Permit Fees for all Other Building Types (cont.)**

Sections 5.5, 5.9, 5.11, 5.14, 7.2, 11.1, 12.7, 12.9, 12.10

Description	Fee
Provisional Occupancy Inspection Fee (per building permit inspection visit)	\$297.00
Provisional Occupancy Notice Extension Fee	\$471.00
Building Demolition Inspection Fee for each building over 50 m ² in floor area	\$464.00
Sewage Holding Tank Permit Fee	\$297.00
<u>Use of Equivalents Fees:</u>	
(a) each report containing a maximum of two separate equivalents	\$646.00
(b) for each equivalent greater than two contained in the same report	\$266.00
(c) for an amendment to an original report after the acceptance or rejection of the report	\$133.00
(d) for Air Space Parcels (treating buildings as one building)	\$2,305.00

Building Regulation Bylaw No. 7230**Gas Permit Fees**

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.9, 12.10

Description	Fee	Units
Domestic Installation – one family dwelling (a)	\$74.25	per appliance
- <i>whichever is greater (a) or (b)</i> (b)	\$27.75	
Domestic/Commercial/Industrial Installations – two family dwellings , multiple unit residential buildings, including townhouse units)		
(a) appliance input up to 29 kW	\$74.25	
(b) appliance input exceeding 29 kW	\$122.00	
<u>Special Inspection Fees:</u>		
(a) during the City's normal business hours	\$133.00	
(b) outside the City's normal business hours	\$518.00	
<i>*for each hour or part thereof after the first four hours</i> *Plus	\$133.00	

Building Regulation Bylaw No. 7230**Gas Permit Fees (cont.)**

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.9, 12.10

Description	Fee
Re-Inspection Fee:	
(a) for the third inspection	\$89.00
(b) for the fourth inspection	\$122.00
(c) for the fifth inspection	\$237.00
<i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	
For a vent and/or gas valve or furnace plenum (no appliance)	\$74.25
Piping alteration – for existing appliances	
First 30 metres of piping	\$74.25
Each additional 30 metres or part thereof	\$27.75
Gas permit transfer or assignment fee (a)	\$74.25
<i>or (b) a fee of 10% to the nearest dollar of the original gas permit fee</i>	
<i>- whichever is greater of (a) or (b)</i>	
Gas permit extension fee (a)	\$74.25
<i>or (b) a fee of 10% to the nearest dollar of the original gas permit fee</i>	
<i>- whichever is greater of (a) or (b)</i>	

Building Regulation Bylaw No. 7230**Plumbing Permit Fees**

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.5, 12.7, 12.9, 12.10

Description	Fee	Units
Plumbing		
(a) installation of each plumbing fixture	\$27.75	
(b) minimum plumbing fee	\$74.25	
(c) connection of City water supply to any hydraulic equipment	\$74.25	
Sprinkler & Standpipes		
(a) installation of any sprinkler system	\$74.25	
<i>*per additional head</i>	*Plus \$3.50	
(b) installation of each hydrant, standpipe, hose station, hose valve, or hose cabinet used for fire fighting (c)	\$74.25	
<i>-whichever is greater of (c) or (d)</i>	(d) \$27.75	per item

Building Regulation Bylaw No. 7230**Plumbing Permit Fees (cont.)**

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.5, 12.7, 12.9, 12.10

Description	Fee	Units
<u>Water Service</u>		
(a) for the first 30 metres of water supply service pipe to a building or structure	\$74.25	
(b) for each additional 30 metres of water supply service pipe to a building and structure	\$27.75	
<u>Sanitary & Storm Sewers: Building Drains & Water Distribution</u>		
(a) for the first 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$74.25	
(b) for each additional 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$27.75	
(c) for the first 30 metres of a rough-in installation for a water distribution system in a multiple unit non-residential building for future occupancy, or part thereof	\$74.25	
(d) for each additional 30 metres of a rough-in installation for a water distribution system in a multiple unit non-residential building for future occupancy, or part thereof	\$27.75	
(e) for the installation of any neutralizing tank, catch basin, sump, or manhole	(f) \$74.25 (g) \$27.75	per item
- whichever is greater of (f) or (g)		
<u>Special Inspections</u>		
(a) during the City's normal business hours	\$133.00	
(b) outside the City's normal business hours or each hour	\$518.00	
*for part thereof exceeding the first four hours	*Plus \$133.00	
<u>Design Modification Fees</u>		
Plan review	\$133.00	per hour
<i>Applicable to Plumbing, Sprinkler & Standpipes, Water Service, and Sanitary & Storm Sewers; Building Drains & Water Distributions</i>		

Building Regulation Bylaw No. 7230**Plumbing Permit Fees (cont.)**

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.5, 12.7, 12.9, 12.10

Description	Fee
<u>Plumbing Re-Inspection Fee</u> (a) for the third inspection (b) for the fourth inspection (c) for the fifth inspection <i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	\$89.00 \$122.00 \$237.00
Plumbing Permit Transfer or Assignment Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original plumbing permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$74.25
Plumbing Permit Extension Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original plumbing permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$74.25
Provisional Plumbing Compliance Inspection Fee (per permit visit) Provisional Plumbing Compliance Notice Extension Fee Potable Water Backflow Preventer Test Report Decal	\$151.00 \$237.00 \$24.00

SCHEDULE – BUSINESS LICENCE**Business Licence Bylaw No. 7360****Assembly Use Group 1**

Group 1 – Business Licence Fee assessed by total floor area <i>Except Food Caterers which are assessed a fee in accordance with Group 3</i>		
Square Metres (m²)	(Square Feet) (ft²)	Fee
0.0 to 93.0	(0 to 1000)	\$172.00
93.1 to 232.5	(1001 to 2500)	\$261.00
232.6 to 465.0	(2501 to 5000)	\$450.00
465.1 to 930.0	(5001 to 10000)	\$715.00
930.1 to 1860.1	(10001 to 20000)	\$1,267.00
1860.2 to 2790.1	(20001 to 30000)	\$1,813.00
2790.2 to 3720.2	(30001 to 40000)	\$2,364.00
3720.3 to 4650.2	(40001 to 50000)	\$2,908.00
4650.3 to 5580.3	(50001 to 60000)	\$3,459.00
5580.4 and over	(60001 and over)	\$3,920.00
Food Primary Liquor Licence Fee		\$358.00
Mobile Vendors (Food) Fee (per vehicle)		\$83.25

Business Licence Bylaw No. 7360**Assembly Use Group 2**

Group 2 – Business Licence Fee assessed by Number of Seats	
Seats	Fee
0 to 30	\$541.00
31 to 60	\$1,075.00
61 to 90	\$1,612.00
91 to 120	\$2,150.00
121 to 150	\$2,681.00
151 to 180	\$3,217.00
181 to 210	\$3,750.00
211 and over	\$3,920.00

Business Licence Bylaw No. 7360
Assembly Use Group 3

Group 3 – Business Licence Fee assessed by Number of Employees (including owners)*	
Employees	Fee
0 to 5	\$139.00
6 to 10	\$232.00
11 to 15	\$333.00
16 to 25	\$495.00
26 to 50	\$715.00
51 to 100	\$1,033.00
101 to 200	\$1,456.00
201 to 500	\$2,101.00
501 to 1000	\$3,173.00
1001 and over	\$3,920.00

**For the purpose of assessing a licence fee, two part-time employees are counted as one full-time employee.*

Business Licence Bylaw No. 7360
Residential Use

Residential Use – Business Licence Fee assessed by Number of Rental Units	
Units	Fee
0 to 5	\$166.00
6 to 10	\$256.00
11 to 25	\$434.00
26 to 50	\$705.00
51 to 100	\$1,240.00
101 to 200	\$1,774.00
201 to 300	\$2,310.00
301 to 400	\$2,841.00
401 to 500	\$3,370.00
501 and over	\$3,920.00

Business Licence Bylaw No. 7360
Bed & Breakfast Use

Description	Fee
Bed & Breakfast Business License	\$166.00

Business Licence Bylaw No. 7360
Service Use

Service Use – Business Licence Fee assessed by Number of Employees (including owners)*	
Employees	Fee
0 to 5	\$139.00
6 to 10	\$238.00
11 to 15	\$348.00
16 to 25	\$511.00
26 to 50	\$731.00
51 to 100	\$1,061.00
101 to 200	\$1,488.00
201 to 500	\$2,155.00
501 to 1000	\$3,243.00
1001 and over	\$3,920.00

**For the purpose of assessing a licence fee, two part-time employees are counted as one full-time employee.*

Business Licence Bylaw No. 7360
Mercantile Use

Mercantile Use – Business Licence Fee assessed by total floor area		
Square Metres (m²)	(Square Feet) (ft²)	Fee
0.0 to 93.0	(0 to 1000)	\$139.00
93.1 to 232.5	(1001 to 2500)	\$220.00
232.6 to 465.0	(2501 to 5000)	\$403.00
465.1 to 930.0	(5001 to 10000)	\$676.00
930.1 to 1860.1	(10001 to 20000)	\$1,223.00
1860.2 to 2790.1	(20001 to 30000)	\$1,775.00
2790.2 to 3720.2	(30001 to 40000)	\$2,318.00
3720.3 to 4650.2	(40001 to 50000)	\$2,863.00
4650.3 to 5580.3	(50001 to 60000)	\$3,412.00
5580.4 and over	(60001 and over)	\$3,920.00

Business Licence Bylaw No. 7360
Industrial/Manufacturing Use

Industrial/Manufacturing Use – Business Licence Fee assessed by Number of Employees (including owners)*	
Employees	Fee
0 to 5	\$166.00
6 to 10	\$273.00
11 to 15	\$381.00
16 to 25	\$541.00
26 to 50	\$759.00
51 to 100	\$1,075.00
101 to 200	\$1,504.00
201 to 500	\$2,143.00
501 to 1000	\$3,211.00
1001 and over	\$3,920.00

**For the purpose of assessing a licence fee, two part-time employees are counted as one full-time employee.*

Business Licence Bylaw No. 7360
Vehicle for Hire Businesses

Description	Fee
<u>Vehicle for Hire Business Fee</u>	
Each Vehicle for Hire applicant must pay (1) and (2)*:	
(1) Vehicle for Hire office fee	\$139.00
(2) Per vehicle licence fee*	
<i>based on the number of vehicles</i>	
CLASS "A" Taxicab	\$129.00
CLASS "B" Limousine	\$83.25
CLASS "C" Sightseeing Taxicab	\$129.00
CLASS "D" Airport Taxicab	\$129.00
CLASS "E" Private Bus	\$129.00
CLASS "I" Charter Minibus	\$129.00
CLASS "J" Rental Vehicle	
Group 1	\$16.50
Group 2	\$83.25
CLASS "K" Driver Training Vehicle	\$62.25
CLASS "M" Tow-Truck	\$129.00
CLASS "N" Taxicab for Persons with Disabilities	\$129.00
CLASS "P" Pedicab	\$129.00

Business Licence Bylaw No. 7360
Vehicle for Hire Businesses (cont.)

Description	Fee
<i>*Notwithstanding the per-vehicle licence fees stipulated in Section 2, the maximum licence fee for any Vehicle for Hire business</i>	\$3,920.00
Transferring a Vehicle for Hire Licence within any calendar year	\$48.00
Replacing a Vehicle for Hire Licence plate or decal	\$14.50

Business Licence Bylaw No. 7360
Vending Machine Uses

Description	Fee
<u>Vending Machine Business Licence Fee</u>	
Group 1 (per machine)	\$31.25
Group 2 (per machine)	\$43.50
Group 3 (per machine)	\$9.75
Banking Machine licence fee (per machine)	\$134.00
Amusement Machine licence fee (per machine)	\$31.25

Business Licence Bylaw No. 7360
Adult Orientated Uses

Description	Fee
Adult entertainment establishment licence	\$3,920.00
Casino	\$6,202.00
<u>Body-Painting Studio</u>	
Studio licence	\$3,920.00
Each body-painting employee	\$139.00
<u>Body-Rub Studio</u>	
Studio licence	\$3,920.00
Each body-rub employee	\$139.00
<u>Escort Service</u>	
Escort service licence	\$3,920.00
Each escort employee	\$139.00

Business Licence Bylaw No. 7360
Farmer's Market

Description	Fee
Farmer's market licence	\$139.00

Business Licence Bylaw No. 7360
Licence Transfers, Changes and Reprints

Description	Fee
Requests for comfort letters (includes GST) per address/business	\$62.00
Transferring a licence from one person to another, or for issuing a new licence because of a change in information on the face of such licence, except a change between licence categories or subcategories	\$48.00
Changing the category or subcategory of a licence (a) or (b) the difference between the existing licence fee and the fee for the proposed category or subcategory - whichever is greater of (a) or (b)	\$48.00
Licence reprint	\$11.75

Business Licence Bylaw No. 7360
Off-Leash Permits

Description	Fee
Annual permit	\$119.00

SCHEDULE – COMMUNITY BYLAWS DOCUMENTATION FEES

Community Bylaws Documentation Fees

Description	Fee
Requests for Comfort Letters (+ GST) per civic address & per unit	\$58.50

SCHEDULE – DEMOLITION WASTE AND RECYCLABLE MATERIALS**Demolition Waste and Recyclable Materials Bylaw No. 9516**

Section 4.1

Description	Fee
Application Fee	\$262.00 per waste disposal and recycling services plan submission
Waste Disposal and Recycling Service Fee	\$2.25 per square feet of structure to be demolished

SCHEDULE – DEVELOPMENT APPLICATION FEES**Zoning Amendments No. 8951**

Section	Application Type	Base Fee	Incremental Fee
Section 1.2.1 (a)	Zoning Bylaw Text Amendment	\$1,817.00	Not Applicable
Section 1.2.1 (b)	Zoning Bylaw Designation Amendment for Single Detached (RS) No lot size policy applicable Requiring a new or amended lot size policy *plus all associated public notification costs	\$2,309.00 \$2,885.00	Not Applicable Not Applicable
Section 1.2.1	Zoning Bylaw Designation Amendment for 'site specific zones'	\$3,460.00	For residential portion of development: - \$44.00 per dwelling unit for first 20 dwelling units and \$22.50 per dwelling unit for each subsequent dwelling unit
			For non-residential building area: - \$28.25 per 100 m ² of building area for the first 1,000 m ² and \$17.50 per 100 m ² thereafter
			For residential portion of development: - \$22.50 per dwelling unit for first 20 dwelling units and \$11.75 per dwelling unit for each subsequent dwelling unit
	Zoning Bylaw Designation Amendment for all other zoning districts	\$2,309.00	For non-residential building area: - \$17.50 per 100 m ² of building area for the first 1,000 m ² and \$6.75 per 100 m ² thereafter
Section 1.2.3	Additional Public Hearing for Zoning Bylaws Text or Designation Amendments	\$870.00	\$870.00 for each subsequent Public Hearing required
Section 1.2.5	Expedited Timetable for Zoning Designation Amendment (Fast Track Rezoning)	\$1,158.00	Not Applicable

Official Community Plan Amendments No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.3.1	Official Community Plan Amendment without an associated Zoning Bylaw Amendment	\$3,460.00	Not Applicable
Section 1.3.2	Additional Public Hearing for Official Community Plan Amendment <i>for second public hearing</i>	\$870.00	\$870.00 for each subsequent Public Hearing required

Development Permits No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.4.1	Development Permit for other than a Development Permit referred to in Sections 1.4.2 and 1.4.3 of the Development Application Fees No. 8951	\$1,733.00	\$576.00 for the first 464.5 m ² of gross floor area plus: - \$119.00 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area up to 9,290 m ² , plus - \$23.00 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area over 9,290 m ²
Section 1.4.2	Development Permit for Coach House or Granny Flat	\$1,108.00	Not Applicable
Section 1.4.3	Development Permit, which includes property: (a) designated as an Environmentally Sensitive Area (ESA); or (b) located within, or adjacent to the Agricultural Land Reserve (ALR)	\$1,733.00	Not Applicable
Section 1.4.4	General Compliance Ruling for an issued Development Permit	\$583.00	Not Applicable
Section 1.4.5	Expedited Timetable for a Development Permit (Fast Track Development Permit)	\$1,158.00	Not Applicable

Development Variance Permits No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.5.1	Development Variance Permit	\$1,733.00	Not Applicable

Temporary Use Permits No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.6.1	Temporary Use Permit	\$2,309.00	Not Applicable
	Temporary Use Permit Renewal	\$1,158.00	Not Applicable

Land Use Contract Amendments No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.7.1	Land Use Contract Amendment	\$1,108.00	Not Applicable

Liquor-Related Permits No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.8.2 (a)	Licence to serve liquor under the Liquor Control and Licensing Act and Regulations; or change to existing license to serve liquor	\$583.00	Not Applicable
Section 1.8.5 (b)	Temporary changes to existing liquor licence	\$308.00	Not Applicable

Subdivision and Consolidation of Property No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.9.1	Subdivision of property that does not include an air space subdivision or the consolidation of property	\$870.00	\$119.00 for the second and each additional parcel
Section 1.9.2	Extension or amendment to a preliminary approval of subdivision letter	\$296.00	\$296.00 for each additional extension or amendment
Section 1.9.3	Road closure or road exchange	\$870.00	(In addition to the application fee for the subdivision)
Section 1.9.4	Air Space Subdivision	\$6,778.00	\$167.00 for each air space parcel created
Section 1.9.5	Consolidation of property without a subdivision application	\$119.00	Not Applicable

Strata Title Conversion of Existing Building No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.10.1 (a)	Strata Title Conversion of existing two-family dwelling	\$2,309.00	Not Applicable
Section 1.10.1 (b)	Strata Title Conversion of existing multi-family dwelling, commercial buildings and industrial buildings	\$3,460.00	Not Applicable

Phased Strata Title Subdivisions No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.11.1	Phased Strata Title	\$583.00 for first phase	\$583.00 for each additional phase

Servicing Agreements and Latecomer Fees No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.12.1	Servicing Agreement	Processing fee of \$1,158.00	Subject to Section 1.12.2 of Development Application Fees Bylaw No.8951, an inspection fee of 4% of the approved off-site works and services
Section 1.12.3	Latecomer Agreement	\$5,533.00	Not Applicable

Civic Address Changes No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.13.1	Civic Address change associated with the subdivision or consolidation of property	\$296.00	Not Applicable
	Civic Address change associated with a new building constructed on a corner lot	\$296.00	Not Applicable
	Civic Address change due to personal preference	\$1,158.00	Not Applicable

Telecommunication Antenna Consultation and Siting Protocol No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.14.1	Telecommunication Antenna Consultation and Siting	\$2,309.00	Not Applicable

Heritage Applications No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.15.1 (a)	<u>Heritage Alteration Permit</u> No Development Permit or Rezoning application With Development Permit or Rezoning application	\$253.00 (20% of the total applicable development permit or rezoning fee, whichever is greater)	Not Applicable Not Applicable
Section 1.15.1 (b)	<u>Heritage Revitalization Agreement</u> No Development Permit or Rezoning application With Development Permit or Rezoning application	\$253.00 (20% of the total applicable development permit or rezoning fee, whichever is greater)	Not Applicable Not Applicable

Administrative Fees No. 8951**Section 1.16**

Section	Description	Base Fee	Incremental Fee
Section 1.16.1	Change in property ownership or authorized agent	\$296.00	Not Applicable
Section 1.16.2	Change in mailing address of owner, applicant or authorized agent	\$55.75	Not Applicable
Section 1.16.3	Submission of new information that results in any of the following changes: (a) increase in proposed density; or (b) addition or deletion of any property associated with the application	\$296.00	Not Applicable
Section 1.16.4	Approving Officer legal plan signing or re-signing fee	\$61.75 per legal plan	Not Applicable
Section 1.16.5	Site Profile submission	\$61.75 per site profile	Not Applicable
Section 1.16.6	Amendment To or Discharge of Legal Agreement that does not require City Council approval	\$296.00 per legal agreement	Not Applicable
Section 1.16.7	Amendment To or Discharge of Legal Agreement that requires City Council approval	\$1,158.00 per legal agreement	Not Applicable
Section 1.16.8	Additional Landscape inspection because of failure to comply with City requirements	\$125.00 for second inspection	\$125.00 for each additional inspection required
Section 1.16.9	Preparation of Information Letter (Comfort Letter) for general land use	\$72.25 per property	Not Applicable
Section 1.16.10	Preparation of Information Letter (Comfort Letter) for building issues	\$72.25 per property	Not Applicable

SCHEDULE – DOG LICENCING**Dog Licencing Bylaw No. 7138**

Sections 2.1, 2.3

Description	Fee
<u>Dog – Not neutered or spayed</u>	
Normal Fee	\$81.25
Prior to March 1 st of the year for which the application is made	\$58.25
<u>Dog – Neutered or spayed</u>	
Normal Fee	\$35.25
Prior to March 1 st of the year for which the application is made	\$23.50
<i>For seniors who are 65 years of age or older that have paid prior to March 1st of the year for which the application is made</i>	\$11.75
<u>Dangerous Dog – Not neutered or spayed</u>	
Normal Fee	\$290.00
Prior to March 1 st of the year for which the application is made	\$233.00
<u>Dangerous Dog – Neutered or spayed</u>	
Normal Fee	\$233.00
Prior to March 1 st of the year for which the application is made	\$176.00
<i>For seniors who are 65 years of age or older that have paid prior to March 1st of the year for which the application is made</i>	\$87.75
Replacement tag*	\$6.75
<i>*Fee for a replacement tag for each dog tag lost or stolen; or for each dog licence to replace a valid dog licence from another jurisdiction</i>	

SCHEDULE – DONATION BIN REGULATION**Donation Bin Regulation Bylaw No. 9502****Section 2.1**

Description	Fee
Annual Permit Fee	\$106.00 per donation bin
Damage Deposit Fee	\$1,021.00 per donation bin location to a maximum of \$3,000 per permittee

Donation Bin Regulation Bylaw No. 9502**Section 2.2.7**

Description	Fee
Clean-up Fee	Actual Cost

Donation Bin Regulation Bylaw No. 9502**Section 2.4**

Description	Fee
Bin Removal Fee	\$106.00 per donation bin
Bin Retrieval Fee	\$210.00 per donation bin
Storage Fee	\$16.00 per day per donation bin
Disposal Fee	\$83.50 per donation bin disposal

SCHEDULE – EMPLOYMENT AND PAYROLL RECORDS

Description	Fee
Fee per request	\$106.00
Photocopying fees additional	\$0.75 per page \$1.00 per page (double sided)

Note: Employment and/or payroll record requests from Solicitors where such disclosure is authorized.

SCHEDULE – FILMING APPLICATION AND FEES**Filming Application and Fees Bylaw No. 8172****Administration Fees****Section 3**

Description	Fee
Application for Filming Agreement	\$200.00
Film Production Business Licence	\$133.00
Street Use Fee (100 feet/day)	\$55.75

Filming Application and Fees Bylaw No. 8172**City Parks & Heritage Sites****Section 3**

Description	Fee	Units
Major Park		
<i>Per day</i>	\$832.00	
<i>Per ½ day</i>	\$556.00	
Neighbourhood Park		
<i>Per day</i>	\$556.00	
<i>Per ½ day</i>	\$333.00	
<u>Britannia Shipyard</u>		
Filming	\$2,214.00	per day
Preparation & Wrap	\$1,108.00	per day
Per Holding Day	\$556.00	per day
City Employee		
<i>Per regular working hour</i>	\$39.50	
<i>Per hour after 8 hours</i>	\$58.50	
<u>Minoru Chapel</u>		
Filming		
<i>October through June</i>	\$2,767.00	per day
<i>July through September</i>	\$3,321.00	per day
Preparation & Wrap	\$1,108.00	per day
Per Holding Day	\$556.00	per day
City Employee		
<i>Per regular working hour</i>	\$39.50	
<i>Per hour after 8 hours</i>	\$58.50	

Filming Application and Fees Bylaw No. 8172
City Parks & Heritage Sites (cont.)
Section 3

Description	Fee	Units
<u>Nature Park</u>		
Filming	\$1,108.00	per day
Preparation & Wrap	\$556.00	per day
City Employee		
<i>Per regular working hour</i>	\$22.50	
<i>Per hour after 8 hours</i>	\$33.75	
<u>Gateway Theatre</u>		
Filming	\$2,767.00	per day
Preparation & Wrap	\$1,108.00	per day
City Employee		
<i>Per regular working hour</i>	\$37.25	
<i>Per hour after 8 hours</i>	\$55.75	
<u>City Hall</u>		
Filming on regular business days	\$2,214.00	per day
Filming on weekends or statutory holidays	\$1,108.00	per day
Preparation & Wrap	\$1,108.00	per day
City Employee		
<i>Per regular working hour</i>	\$22.50	
<i>Per hour after 8 hours</i>	\$33.75	

Filming Application and Fees Bylaw No. 8172
Other Fees
Section 3

Description	Fee	Units
<u>RCMP (4-hour minimum)</u>		
Per person	\$115.00	per hour
<u>Fire Rescue (4-hour minimum)</u>		
Fire Engine	\$143.00	per hour
Fire Captain	\$98.75	per hour
Firefighter (minimum 3 firefighters)	\$81.00	per hour, per person
<u>Use of Fire Hydrant</u>		
Metered:		
Refundable Deposit	\$340.00	
Consumption Cost	Greater of actual cost or \$218.00	
Un-Metered:		
First day	\$218.00	
Each additional day	\$72.25	

SCHEDULE – FIRE PROTECTION AND LIFE SAFETY**Fire Protection and Life Safety Bylaw No. 8306****Fees & Cost Recovery**

Description	Section	Fee	Units
Permit	4.1	\$24.00	
Permit Inspection, first hour	4.3	\$94.25	
Permit Inspection, subsequent hours or part thereof	4.3	\$59.25	
Attendance – open air burning without permit <i>first hour</i>	4.5.1	\$493.00	per vehicle
Attendance – open air burning without permit <i>subsequent half-hour or part thereof</i>	4.5.1	\$249.00	per vehicle
Attendance – open air burning in contravention of permit conditions <i>first hour or part thereof</i>	4.5.3	\$493.00	per vehicle
Attendance – open air burning in contravention of permit conditions <i>subsequent half-hour or part thereof</i>	4.5.3	\$249.00	per vehicle
Attendance – false alarm – by Fire-Rescue - standby fee – contact person not arriving within 30 minutes after alarm <i>per hour or portion of hour Fire Dept standing by</i>	6.1.4 (b)	\$493.00	per vehicle
Vacant premises – securing premises	9.7.4	Actual cost	
Vacant premises – Richmond Fire-Rescue response	9.7.5 (a)	\$493.00	per vehicle
Vacant premises – additional personnel, consumables and damage to equipment	9.7.5 (b)	Actual cost	
Vacant premises – demolition, clean-up, etc.	9.7.5 (c)	Actual cost	
Damaged building – securing premises	9.8.1	Actual cost	
Display permit application fee, fireworks	9.14.6	\$122.00	
Work done to effect compliance with order in default of owner	14.1.6	Actual cost	
Fire Extinguisher Training	15.1.1 (h)	\$27.25	per person for profit groups
Fire Records (Research, Copying or Letter)	15.1.1 (i)	\$71.00	per address

Fire Protection and Life Safety Bylaw No. 8306
Fees & Cost Recovery (cont.)

Description	Section	Fee
Review – Fire Safety Plan any building	15.1.1 (b)	
Any building < 600 m ² area		\$122.00
Any building > 600 m ² area		\$179.00
High building, institutional		\$237.00
Revisions (per occurrence)		\$59.25
Inspection	15.2.1 (a)	
4 stories or less and less than 914 m ² per floor		\$237.00
4 stories or less and between 914 and 1524 m ² per floor		\$356.00
5 stories or more and between 914 and 1524 m ² per floor		\$589.00
5 stories or more and over 1524 m ² per floor		\$821.00
Inspection or follow-up to an order <i>first hour</i>	15.2.1 (b)	\$94.25
Re-inspection or follow-up to an order <i>subsequent hours or part of hour</i>	15.2.1 (b)	\$59.25
Nuisance investigation, response & abatement	15.4.1	Actual cost
Mitigation, clean-up, transport, disposal of dangerous goods	15.4.2	Actual cost
<u>Attendance – False alarm</u>		
No false alarm reduction program in place	15.5.1	\$356.00
False alarm reduction program in place and participation	15.5.5	No charge
Attendance – false alarm – by bylaw, police or health officers where the intentional or unintentional activation of a security alarm system causes the unnecessary response of an inspector	15.5.10	\$119.00
Caused by security alarm system	15.6.1	\$237.00
Monitoring agency not notified	15.7.1	\$237.00
Alternate solution report or application review	General	\$179.00

SCHEDULE – NEWSPAPER DISTRIBUTION REGULATION**Newspaper Distribution Regulation Bylaw No. 7954**

Section	Application Type	Fee
Section 2.1.3	Each compartment within a multiple publication news rack (MPN) for paid or free newspaper	\$168.00, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution box for paid newspapers	\$83.25, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution box for free newspapers	\$113.00, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution agent for paid or free newspaper	\$278.00, plus applicable taxes, per year
Section 2.4.3	Storage fee for each newspaper distribution box	\$113.00, plus applicable taxes, per year

SCHEDULE – PLAYING FIELD USER FEES**Playing Field User Fees
Natural Turf Field Fees**

Description	Fee	Units
<u>Sand Turf (With Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$39.00	per hour
<i>Mini field</i>	\$19.75	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$31.50	per hour
<i>Mini field</i>	\$16.50	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$11.00	per hour
<i>Mini field</i>	\$6.00	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$23.25	per hour
<i>Mini field</i>	\$11.75	per hour
<u>Sand Turf (No Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$28.25	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$22.50	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$8.25	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$17.50	per hour
<u>Soil Turf (No Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$9.75	per hour
<i>Mini field</i>	\$5.25	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$8.00	per hour
<i>Mini field</i>	\$4.50	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$3.50	per hour
<i>Mini field</i>	\$2.25	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$6.00	per hour
<i>Mini field</i>	\$3.50	per hour

*As per City of Richmond Policy 8701 groups must have a minimum of 60% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.

Playing Field User Fees (cont.)
Artificial Turf Fees

Description	Fee	Units
Richmond Youth Groups*		
<i>Full size</i>	\$23.50	per hour
<i>Mini field</i>	\$11.75	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$39.75	per hour
<i>Mini field</i>	\$20.25	per hour
Commercial/Non-residents (all ages)		
<i>Full size</i>	\$58.00	per hour
<i>Mini field</i>	\$29.50	per hour

**As per City of Richmond Policy 8701 groups must have a minimum of 60% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.*

Playing Field User Fees
Ball Diamonds

Description	Fee	Units
<u>Sand Turf (With Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$25.00	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$20.00	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$7.25	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$15.50	per hour
<u>Sand Turf (No Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$22.50	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$18.50	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$6.75	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$14.25	per hour

Playing Field User Fees
Ball Diamonds (cont.)

<u>Soil Turf (No Lights)</u>		
Commercial (all ages) <i>Full size</i>	\$7.00	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$5.75	per hour
Richmond Youth Groups* <i>Full size</i>	\$2.75	per hour
Richmond Adult Groups* <i>Full size</i>	\$4.75	per hour
<u>Artificial Turf (With Lights)</u>		
Commercial (all ages) <i>Full size</i>	\$62.00	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$62.00	per hour
Richmond Youth Groups* <i>Full size</i>	\$25.00	per hour
Richmond Adult Groups* <i>Full size</i>	\$42.25	per hour

**As per City of Richmond Policy 8701 groups must have a minimum of 60% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.*

Playing Field User Fees
Track and Field Fees and Charges (Facilities at Minoru Park)

Description	Fee	Units
Training Fee – all ages Track and Field Club	\$807.00	per year
Richmond Youth Meets*	\$151.00	per meet
Richmond Adult Meets*	\$235.00	per meet
Private Group Track Meets or Special Events	\$588.00	per day
Private Group Track Meets or Special Events	\$49.75	per hour

**As per City of Richmond Policy 8701 groups must have a minimum of 60% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.*

SCHEDULE – PROPERTY TAX CERTIFICATES FEES**Property Tax Certificate Fees**

Description	Fee
Requested in person at City Hall	\$42.00
Requested through BC Online	\$36.25

SCHEDULE – PROPERTY TAX BILLING INFORMATION

Description	Fee
Tax Apportionment – per child folio	\$35.00
Mortgage Company Tax Information Request – per folio	\$10.50
Additional Tax and/or Utility Bill reprints – per folio/account	\$6.00

SCHEDULE – PUBLICATION FEES**Publication Fees**

Description	Fee
<u>Computer Sections Maps, 24" x 24"</u>	
Individual	\$6.50
CD	\$86.50
Custom Mapping (per hour)	\$69.50
Design Specifications (contents only)	\$110.00
Drafting Standards	\$110.00
<u>Drawing Prints (As-Built)</u>	
A-1 Size, 24" x 36"	\$6.50
B Size, 18" x 24"	\$4.75
<u>GIS Data Requests</u>	
Service fee	\$122.00
First layer*	\$172.00
Each additional layer*	\$59.25
CD or DVD of GIS layers of Municipal works of City of Richmond	\$7,013.00
Single-Family Lot Size Policy, March 1990	\$24.00
Supplemental Specifications and Detail Drawings (contents only)	\$110.00
<u>Street Maps</u>	
Large, 36" x 57"	\$9.25
Small, 22" x 34"	\$6.50
<u>Utility Section Maps, 15" x 24"</u>	
Individual	\$4.75
CD	\$86.50

**Fees are multiplied by the number of sections requested.*

SCHEDULE – RCMP DOCUMENTATION FEES**RCMP Documentation Fees**

Description	Fee
Criminal Record Checks	\$64.50
Volunteer Criminal Record Checks – Volunteering outside the City of Richmond	\$27.75
Volunteer Criminal Record Checks – Volunteering within the City of Richmond	No Charge
Police Certificate (including prints)	\$64.50
Fingerprints	\$64.50
Record of Suspension / Local Records Checks	\$64.50
Name Change Applications	\$64.50
Collision Analyst Report	\$602.00
Field Drawing Reproduction	\$43.50
Scale Drawing	\$125.00
Mechanical Inspection Report	\$258.00
Police Report and Passport Letter	\$64.50
Insurance Claim Letter	\$64.50
Court Ordered File Disclosure	\$64.50
* per page	*Plus \$2.25
**Shipping cost	**Plus \$8.75
Photos 4" x 6" (per photo)	\$3.75
***Shipping cost	***Plus \$8.75
Photos (each laser)	\$2.75
Photos – Burn CD	\$20.50
Video Reproduction	\$49.50
Audio Tape Reproduction	\$47.00

SCHEDULE – RESIDENTIAL LOT (VEHICULAR) ACCESS REGULATION**Residential Lot (Vehicular) Access Regulation Bylaw No. 7222****Administration Fees****Section 2.3**

Description	Fee
<u>Driveway Crossing Application</u>	
Administration/Inspection Fee	\$89.00

SCHEDULE – SIGN REGULATION**Sign Regulation Bylaw No. 9700**

Sections 1.12, 1.14

Description	Fee
Base application fee (non-refundable)	\$80.00 (creditable towards appropriate permit fee)
Fee for home-based sign	\$80.00
Fee based on sign area (awning, banner, canopy, changeable copy, fascia, mansard roof, marquee, projected-image, projecting, under awning/canopy, window signs >25%)	$<15.0\text{m}^2$: \$100 $15.01\text{-}45.0\text{m}^2$: \$200 $>45.01\text{m}^2$: \$350
Fee for new freestanding signs	$< 3.0\text{m}^2$: \$200 $3.01\text{-}9.0\text{m}^2$: \$400 $9.01\text{-}15.0\text{m}^2$: \$600
Fee for temporary construction freestanding/fencing signs	Single/two family: \$100 \$50.00 for each additional 6 months. 3+ family construction: \$200 \$100.00 for each additional 6 months
Freestanding sign relocation fee (on same site)	\$200 (same as base f/s fee)
Permit processing fee for a sign without a permit	2x actual permit fee

SCHEDULE – TREE PROTECTION**Tree Protection Bylaw No. 8057****Permit Fees**

Sections 4.2, 4.6

Description	Fee
Permit application fee	
To remove a hazard tree	No Fee
One (1) tree per parcel during a 12 month period	No Fee
Two (2) or more trees	\$59.25
Renewal, extension or modification of a permit	\$59.25

SCHEDULE – VEHICLE FOR HIRE REGULATION**Vehicle For Hire Regulation Bylaw No. 6900****Permit & Inspection Fees**

Sections 3.7, 6.3

Description	Fee	Units
Transporting of trunks	\$7.00	per trunk
Towing permit	\$59.25	
Inspection fee for each inspection after the second inspection	\$30.50	

SCHEDULE – VISITING DELEGATION, STUDY TOUR AND CITY HALL TOUR**Visiting Delegation, Study Tour and City Hall Tour Bylaw No. 9068**

Section 2.1

Description		Fee
City Hall Tour		\$262.00 plus room rental fee
Visiting Delegation or Study Tour	Up to 2 hours	\$262.00 plus room rental fee
	2 to 4 hours	\$522.00 plus room rental fee
	More than 4 hours	\$1,043.00 plus room rental fee

SCHEDULE – WATER USE RESTRICTION**Water Use Restriction Bylaw No. 7784****Permit Fees****Section 3.1**

Description	Fee
Permit application fee for new lawns or landscaping (s.3.1.1(a))	\$35.75
Permit application fee for nematode applications for European Chafer Beetle control, where property does not have water meter service (s.3.1.1(b))	\$35.75
Permit application fee for nematode applications for European Chafer Beetle control, where property has water meter service (s.3.1.1(b))	NIL

SCHEDULE – WATERCOURSE PROTECTION AND CROSSING**Watercourse Protection and Crossing Bylaw No. 8441****Application Fees**

Description	Fee
<u>Culvert</u>	
Application Fee	\$350.00
City Design Option	\$1,154.00
Inspection Fee	\$23.50
<i>*Per linear metre of culvert</i>	
<u>Bridge</u>	
Application Fee	\$119.00
Inspection Fee	\$233.00

Note: There is no City Design Option for bridges.



City of Richmond

Report to Committee

To: Finance Committee
From: Andrew Nazareth
General Manager, Finance and Corporate
Services
Re: Appointment of External Financial Auditor

Date: September 15, 2017
File: 03-0905-01/2017-Vol
01

Staff Recommendation

That KPMG LLP be appointed as the external financial auditor for the City of Richmond for a five-year period, beginning with the 2017 fiscal year that ends December 31, 2017 through to the 2021 fiscal year that ends December 31, 2021.

Andrew Nazareth
General Manager, Finance and Corporate Services
(604-276-4095)

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:
APPROVED BY CAO 	

Staff Report

Origin

Pursuant to Section 169 of the Community Charter, Council must appoint an auditor for the municipality.

The City's current auditor, KPMG LLP (KPMG) was appointed as the City's auditor for the fiscal years 2012 – 2016.

Analysis

The contract for financial audit services concluded with the completion of the 2016 financial audit. Staff issued a Request for Proposal (6050P) on the BC Bid website for the provision of audit and consulting services on July 20, 2017.

The audit services relate to the consolidated City, Library and Oval financial statements. Lulu Island Energy Company has previously appointed KPMG as their auditor and is not considered in the scope of this request for proposal.

The audit services will be provided for a maximum of five years, inclusive of a three-year term relating to fiscal years 2017-2019 with the option of two additional one-year renewal terms through to the 2021 fiscal year that ends December 31, 2021.

Proposals were received from the following firms:

- BDO Canada LLP
- KPMG LLP
- MNP LLP

Staff reviewed the proposals and determined that the proposal provided by KPMG meets the City's requirements and offers the best overall value to the City. Their proposal was also the lowest cost proposal.

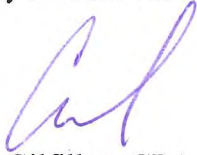
KPMG is the largest public accounting firm in BC, and has the most significant Public Sector and Local Government practice in the Province. Additionally, The City and KPMG have a long standing audit relationship of over 20 years. Their knowledge of our processes, technology and accounting systems has resulted in cost effective and timely services.

Financial Impact

The annual cost for this work is \$64,500 plus tax for fiscal 2017, with a five-year contract value of \$327,700 excluding GST. Funding for these services for fiscal 2017 is available in the 2017 Operating budget and funding for the remaining years of the term is included in the Five-Year Financial Plan.

Conclusion

The City and KPMG have worked effectively together over the previous term of their engagement. Based on the evaluation done by staff and the determination that the KPMG proposal offers the overall best value for the City, staff recommends that KPMG be appointed as the City's auditor for the fiscal years 2017 – 2021.



Cindy Gilfillan, CPA, CMA
Manager, Financial Reporting
(604-276-4077)

CG:cg



City of Richmond

Report to Committee

To: Finance Committee
From: Andrew Nazareth
General Manager, Finance and Corporate Services
Date: September 5, 2017
File: 03-0970-01/2017-Vol 01
Re: Amendments to the 5 Year Consolidated Financial Plan (2017-2021) Bylaw 9663

Staff Recommendation

That the 5 Year Consolidated Financial Plan (2017-2021) Bylaw 9663, Amendment Bylaw 9757, which incorporates and puts into effect the changes as outlined in the staff report titled "Amendments to the 5 Year Consolidated Financial Plan (2017-2021) Bylaw 9663" dated September 5, 2017 from the GM, Finance Corporate Services, be introduced and given first, second and third readings.

Andrew Nazareth
General Manager, Finance and Corporate Services
(604-276-4095)

Att. 4

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE	ROUTED TO:	CONCURRENCE
Human Resources	<input checked="" type="checkbox"/>	Public Works	<input checked="" type="checkbox"/>
Administration & Compliance	<input checked="" type="checkbox"/>	Building Approvals	<input checked="" type="checkbox"/>
Information Technology	<input checked="" type="checkbox"/>	Law	<input checked="" type="checkbox"/>
Real Estate Services	<input checked="" type="checkbox"/>	Fire Rescue	<input checked="" type="checkbox"/>
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	RCMP	<input checked="" type="checkbox"/>
Community Social Development	<input checked="" type="checkbox"/>	Policy Planning	<input checked="" type="checkbox"/>
Parks Services	<input checked="" type="checkbox"/>	Transportation	<input checked="" type="checkbox"/>
Recreation Services	<input checked="" type="checkbox"/>		
Engineering	<input checked="" type="checkbox"/>		
		CONCURRENCE OF GENERAL MANAGER	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE		INITIALS:	APPROVED BY CAO

Staff Report

Origin

The 5 Year Consolidated Financial Plan (2017-2021) Bylaw 9663 was adopted on February 14, 2017. Included in the 5 Year Consolidated Financial Plan (5YFP) are the 2017 Capital, Utility and Operating Budgets.

Subsection 165(2) of the Community Charter allows for amendments of the financial plan by bylaw and Section 137(1) (b) directs that the power to amend or repeal must be exercised by bylaw and is subject to the same approval and other requirements, if any, as the power to adopt a new bylaw under that authority. Section 166 states that a council must undertake a process of public consultation regarding the proposed financial plan before it is adopted.

Analysis

Subsequent to the adoption of the 5YFP, new projects, changes to previously established programs and new programs have occurred. Individual staff reports detailing these amendments have been presented to Council for approval.

Also, amendments resulting from additional grant funding and contributions, re-classification of costs or unexpected expenditures are presented in accordance with Policy 3001 - Budget Amendments.

The current expenditure bylaw does not include these amounts and staff recommend that these amendments to the 5YFP be approved. There is **no tax impact** for any of these amendments.

The Council approved changes to the 2017-2021 5YFP presented in order of Council meeting dates, are:

1. a) At the Council meeting on February 27, 2017, Council approved the following:

That funding of \$3,700,000 from the Drainage Improvement Reserve be included as an amendment to the 5 Year Financial Plan (2017-2021) to complete rehabilitation of the drainage box culvert on No. 2 Road from Steveston Highway to London Road.

The 2017 Capital Budget will be increased by \$3,700,000 from the Drainage Improvement Reserve to complete the Drainage Box Culvert Project on No. 2 Rd from Steveston Highway to London Road.

- b) At the Closed Council meeting on March 27, 2017, Council approved a total transfer of \$1,300,000 consisting of \$900,000 from the Affordable Housing Capital Reserve Fund and \$400,000 from the Affordable Housing Operating Reserve Fund towards an Affordable Housing Project.

- c) At the Council meeting on March 27, 2017, Council approved the following:

That the Chief Administrative Officer and the General Manager, Engineering and Public

Works be authorized to execute funding and partnership agreements with the Real Estate Foundation of BC and BC Hydro to develop benchmarking policy analysis and automated utility data exchange capabilities, and that amendments to the 5 Year Financial Plan (2017-2021) Bylaw be brought forward for up to \$155,000 in expenditures, subject to successful grant applications up to \$140,000 to be covered by grant funding and a \$15,000 City contribution from the Carbon Tax Provision.

The 2017 Operating Budget will be increased up to \$155,000 subject to the successful grant funding of \$105,000 from the Real Estate Foundation of BC and \$35,000 from the BC Hydro Community Energy and Emissions Plan Implementation Offer; and \$15,000 funding from the Carbon Tax Provision.

- d) At the Council meeting on April 24, 2017, Council approved the following:

(1) That \$202,300 be allocated from the MRN Provision for MRN road rehabilitation and included as an amendment to the 5 Year Consolidated Financial Plan (2017-2021).

(2) That \$832,500 be allocated from the Gas Tax Provision for Non MRN road rehabilitation and included as an amendment to the 5 Year Consolidated Financial Plan (2017-2021).

The 2017 Capital Budget will be increased by \$1,034,800 for required roadway rehabilitation with \$202,300 funding from the MRN Provision and \$832,500 funding from the Gas Tax Provision.

- e) At the Closed Council meeting on April 24, 2017, Council approved a transfer of \$575,000 from the Capital Building and Infrastructure Reserve for mechanical upgrades to the Community Safety Building.
- f) At the Closed Council meeting on April 24, 2017, Council approved a transfer of \$50,000 from the Property Cost Provision and \$15,000 from lease revenue for a property lease transaction and legal costs totalling \$65,000.
- g) At the Closed Council meeting on May 1, 2017, Council approved a transfer of \$350,000 funding from the General Solid Waste and Recycling Provision for single-family organic materials collection and processing.
- h) At the Council meeting on May 8, 2017, Council approved the following:

That the cost of a temporary full time staff to implement the proposed program estimated to be up to \$110,000.00 funded by the 2017 Building Permits Revenue be included as amendment to the 5 Year Financial Plan (2017-2021).

The 2017 Planning and Development operating budget will be increased by \$110,000 for the cost of a temporary full time staff to implement the new Salvage of Building Materials and Structural Relocation of Houses Program funded from the Building Approvals Department's higher than anticipated 2017 revenue.

- i) At the Council meeting on May 23, 2017, Council approved the following:

(1) That the report titled "Solar Energy Systems Project for Fire Hall No. 1" dated April 9, 2017 from the Director, Engineering, be approved in the amount of \$450,000; and,

(2) That the 5 Year Financial Plan (2017-2021) be amended accordingly.

The 2017 Capital Budget will be increased by \$450,000 to complete the proposed solar PV project and energy storage system with \$400,000 funding from the Gas Tax Provision and \$50,000 funding from the Carbon Tax Provision.

- j) At the Council meeting on May 23, 2017, Council approved the following:

(1) That the air barrier installation training program identified in the report titled "BC Energy Step Code for New Private Buildings" dated April 11, 2017, from the Director, Engineering, be approved with \$60,350 funding from the Carbon Tax Provision; and

(2) That the funding for the air barrier installation training program be included as an amendment to the 5 Year Financial Plan (2017-2021).

The 2017 Operating Budget will be increased by \$60,350 with funding from the Carbon Tax Provision for the air barrier installation training program

- k) At the Council meeting on June 26, 2017, Council approved the following:

(1) That Contract 5856Q Supply and Delivery of Bulk Road Salt 2016/2017 be awarded to Mainroad Maintenance Products LP at the unit rates quoted up to a total estimated contract value of \$650,000 for the term December 8, 2016 through December 7, 2017, with the ability to extend for an additional two one-year periods to a maximum of three years, and that the Chief Administrative Officer and General Manager, Engineering and Public Works, be authorized to approve each annual renewal; and,

(2) That the 5 Year (2017-2021) Financial Plan be amended accordingly.

The 2017 Operating Budget will be increased by \$265,000 with funding from the Sanding and Salting Provision for the supply and delivery of bulk road salt.

- l) At the Closed Council meeting on July 24, 2017, Council approved a transfer of \$175,350 from the General Solid Waste and Recycling Provision for processing organics material

- m) At the Closed Council meeting on July 24, 2017, Council approved a transfer of \$175,000 from the Council Provision for Animal Shelter Operations and Services.

- n) At the Council meeting on July 24, 2017, Council approved the following:

(1) That \$300,000 be allocated to commission a Nikkei Memorial public artwork from

the Council Provision; and

(2) That the City's Five-Year Financial Plan (2017-2021) be amended to include the \$320,000 additional expenditure funded by the Council Provision for \$300,000 and contributions from the Nikkei Memorial Committee for \$20,000.

The 2017 Capital Budget will be increased by net \$300,000 for the Nikkei Memorial Public Art Project with \$300,000 from the Council Provision and \$20,000 from the Steveston Japanese Canadian Cultural Centre Nikkei Memorial Committee which has not been received at the time of writing.

During the year, the 5 Year Consolidated Financial Plan Bylaw may require Capital Budget amendments due to external contributions, re-classification of expenditure budgets or additional expenditures. The amendments are as follows:

2. a) Savings of \$1.3M from the City Centre Community Centre project and the Hamilton Community Centre capital project as well as a transfer of \$2.1M from the Capital Building and Infrastructure Reserve totaling \$3.4M be added to the Major Facilities Phase I Multi Project Contingency and Construction Escalation Contingency for the Minoru Centre for Active Living and Fire Hall No. 1 projects.
- b) i. Increase the scope of existing programs and projects by a total of \$285,354 from external funding received and anticipated to be received from various sources including ICBC, developers, Translink, etc. The Capital Budget is amended as follows:

Table 1: Various Grants and External Sources		(in \$000's)
Capital Programs		Amounts
Roads		\$136
Minor Public Works		60
Watermain Replacement		46
Building Program		36
Drainage		7
Total		\$285

- ii. The Consolidated Financial Plan includes an estimate of \$10,000,000 in Contingent Capital Grants, which may be received throughout the year for various projects. Spending is only incurred if the funds are confirmed. Once the funds are confirmed, the amount is transferred into the applicable capital program as summarized above. The \$285,354 represents funds that have been received and transferred to date.
- c) Increase the 2017 Capital Budget by \$246,000 for the payment to developer for performing Ackroyd/Elmbridge connector road service agreement work which was partially funded by developer contribution.
- d) Consolidate Affordable Housing - West Cambie Capital projects 2012 - 2016 into one project so that combined funding is available in the event of a land acquisition or senior

- government funding opportunities.
 - e) Increase City Hall Domestic Water Piping Upgrade project by \$135,000 funded by Appropriated Surplus to complete other related maintenance.
 - f) Transfer \$81,467 and \$20,000 from Buildings Advanced Design capital projects 2010 and 2015 respectively to Buildings Advanced Design capital project 2016.
 - g) Transfer \$100,000 from the PeopleSoft HCM 9.2 Upgrade project to the Digital Strategy Project.
 - h) Increase Parks Advanced Design Capital project by \$20,000 for Minoru Park Facilities Planning consulting with funding from Appropriated Surplus.
 - i) Modify scope of capital project to allow all authorized personnel at the RCMP Detachment to operate the vehicles while on approved City business. The original project scope was only for the RCMP Leadership Team to use the vehicles.
3. Budget Amendment Policy 3001 states that changes to salaries be reported to the Committee. The following amendments will result in no net increase to the 2017 Operating Budget:
- a) Increase the Roads and Construction salary by \$364,970 for 2016/2017 winter snow removal funded by the Sanding and Salting Provision.
 - b) Increase the Community Bylaws salary budget by \$222,768 for three temporary full-time Bylaw Officer 1 positions funded by Bylaw's higher than anticipated 2017 revenue.
 - c) Increase Parks Program's expenditure budget including salaries by \$96,950 for memorial picnic tables and benches funded by the donation revenue.
 - d) Increase the Richmond Fire Rescue budget by \$57,743 for recruitment costs recovered from candidates.
 - e) Increase the Administration and Compliance salary budget by \$168,900 funded by the Salary Provision for various initiatives that are anticipated to be completed in 2017.
 - f) Reallocate \$212,900 from Fiscal operating budget to Corporate Administration to fund two new regular full-time Human Resources positions to meet administrative needs.
 - g) Reallocate \$114,250 within Corporate Administration salary budget for a temporary full-time Project Leader.
 - h) Reallocate \$110,000 within Corporate Administration salary budget for a one year extension of the Systems Analyst position.
 - i) Reallocate \$59,600 within Water operating budget from public works materials to salaries to accommodate after hours service requests.
 - j) Reallocate \$170,000 within Corporate Administration salary budget for a two year temporary full-time Communications Coordinator.
 - k) Reallocate \$50,000 within Roads operating budget from public works materials to salaries to accommodate after hours service requests.
 - l) Reallocate \$30,000 within Facility Management operating budget from public works materials to salaries to accommodate after hours service requests.
 - m) Reallocate \$30,000 within Sanitary Sewer operating budget from public works materials to salaries to accommodate after hours service requests.
 - n) Reallocate \$22,500 within Facility Management salary budget from Facility Maintenance to Paint Program.
4. The Operating and Utility Budgets include estimates for work expected to be funded by User Fee Revenue. The following adjustment aligns the budget to projected levels of activity within

each section and has no tax impact:

- a) Increase the Traffic expenditure budget by \$600,000 to offset receivable income which is projected to exceed original budget estimates.
5. The following amendment represents an administrative change:
- a) On May 1, 2017, the CAO announced a reorganization of the Law & Community Safety (LCS) Division and the Finance & Corporate Services (FCS) Division. The Law section was moved from the LCS Division to the FCS Division and the Business Licences section was moved from the FCS Division to the LCS Division. The LCS Division was subsequently renamed as the Community Safety Division.
 - b) Increase the Storm Drainage budget by \$240,000 for the Box Culvert Preventative Maintenance program funded from the Drainage Improvement Reserve per the approved 2017 Utility Report.
 - c) Increase the Sanitary Sewer Administration budget by \$37,700 for the full-time Grease Inspector funded from the Sewer Levy Stabilization Provision per the approved 2017 Utility Report.
6. Budget Amendment Policy 3001 states that increase in City's expenditures are only permitted where funding is from sources other than taxation and utility fees. The following amendments to the Operating and Utility Budget are funded by external grants, transfer of existing budget resources, or funding from provisions or reserve and has no tax impact:
- a) Increase the Human Resource expenditure budget by \$400,000 for arbitration and legal expenditures funded by the Arbitration Provision.
 - b) Increase the Water Utility expenditure budget by \$200,000 for the Water Dispersal Building Envelope Upgrade funded by the Water Levy Stabilization Provision.
 - c) Increase Major Events' expenditure budget by \$178,000 for Canada 150 events funded by the 2016 Major Events carry forward that resides in the Major Events Provision.
 - d) Increase Community Services expenditure budget by \$122,630 for various renovations at Richmond Ice Centre and Minoru Arena by contributions received in 2016 from Richmond Arenas Community Association (RACA) and from Appropriated Surplus.
 - e) Increase Community Social Development expenditure budget by \$70,600 for program planning for the new Minoru Complex for Active Living funded by the Salary Provision.
 - f) Increase Park's expenditure budget by \$60,000 for Minoru Park Vision Plan Phase One: Facilities Planning funded by Appropriated Surplus.
 - g) Increase the Risk Management expenditure budget by \$31,565 for new initiatives to reduce liability claims funded by the Municipal Insurance Association of British Columbia (MIABC) grant.
 - h) Increase the Sustainability expenditure budget by \$30,000 for additional planned energy assessments funded by the Energy Operating Provision.
 - i) Increase the Building Improvements expenditure budget by \$25,000 for a grant awarded by Federation of Canadian Municipalities.
 - j) Increase the Energy Management expenditure budget by \$22,905 for additional cost related to Solar PV Feasibility Study at Fire Hall No. 1 funded by the Energy Provision.

Financial Impact

The proposed 2017 budget amendments have **no tax impact**. Each of these annual budgets combines to form part of the 2017-2021 5YFP. The 2017-2021 5YFP Amended Bylaw and Amended Capital Program can be found in Attachments 1 - 3.

Table 2 Capital Budget – Summary of Changes (in \$000's)

Capital Budget as at February 14, 2017			\$112,775
1	Drainage Box Culvert Rehab No 2 Rd from Steveston Highway to London Rd	1a	3,700
2	Minoru Complex for Active Living Project Funding	2a	2,123
3	Affordable Housing Project	1b	1,300
4	Post Winter Roads and Paving Remediation Program	1d	1,035
5	Mechanical Upgrade to Community Safety Building	1e	575
6	Solar Energy Systems Project for Fire Hall No. 1	1i	450
7	Nikkei Memorial Public Art Project	1n	300
8	Ackroyd/Elmbridge Connector Road Disbursement	2c	246
9	City Hall Domestic Water Piping Upgrade	2e	135
10	Minoru Park Vision Plan Phase One Facilities Planning	2h	20
11	Project Development Advanced Design Capital Projects Net Transfer	2g	-
12	Information Technology Capital Project Funding Net Transfer	2h	-
13	Affordable Housing Capital Projects Net Transfer	2e	-
14	Vehicles for RCMP Detachment Leadership Team Scope Revision	2j	-
15	Various Grants & External Sources	2b.i	285
16	Contingent External Contributions	2b.ii	(285)
17	Nikkei Memorial Public Art Project External Contribution	1n	20
18	Contingent External Contribution	1n	(20)
Total Amendments			9,884
Total Amended 2017 Capital Budget			\$122,659

Table 3 Operating and Utility Budget – Summary of Changes (in \$000's)

Operating and Utility Budget as at February 14, 2017			\$64,257
Revenue			
1	Traffic Receivable Increases	4a	600
2	3 TFT Bylaw Liaison Officer 1 positions	3b	223
3	Climate Action - Building Energy Program	1c	140
4	House Salvage and Relocation Temporary Staff	1h	110
5	Memorial Benches & Picnic Tables Refurbishment	3c	97
6	New Fire Recruiting Testing Costs	3d	58

7	MIABC Grants	6g	31
8	Solar Energy Minoru Complex	6i	25
9	Lease Legal and Transaction Fees	1f	15
12	Law Reorganization to Finance & Corporate Services from Law & Community Safety	5a	-
13	Business Licences Reorganization to Community Safety from Finance & Corporate Services	5a	-
Total Revenues Amendments			1,299
Expenses			
1	Traffic Receivable Increases	4a	600
2	Human Resources Arbitration and Legal Expenses	6a	400
3	Winter Snow Removal Program	3a	365
4	Single-Family Organics Materials Collection and Processing	1g	350
5	Snow and Ice Salt Supply and Delivery	1k	265
6	Transfer from Drainage Improvement Reserve	5b	240
7	3 TFT Bylaw Liaison Officer 1 positions	3b	223
8	Water Dispersal Upgrades	6b	200
9	Major Events for Canada 150	6c	178
10	Organics Material Processing Options and Proposed Next Steps	1l	175
11	Animal Shelter and Operations	1m	175
12	Administration and Compliance Initiatives	3e	169
13	Climate Action - Building Energy Program	1c	155
14	Richmond Arenas renovations	6d	122
15	House Salvage and Relocation Temporary Staff	1h	110
16	Memorial Benches & Picnic Tables Refurbishment	3c	97
17	New Minoru Complex for Active Living Program Planning	6e	71
18	Lease Legal and Transaction Fees	1f	65
19	BC Energy Step Code For New Private Buildings	1j	60
20	Minoru Park Vision Plan Phase One Facilities Planning	6f	60
21	New Fire Recruiting Testing Costs	3d	58
22	Full-Time Grease Inspector	5c	38
23	MIABC Grants	6g	31
24	Energy Assessment program	6h	30
25	Solar Energy Minoru Complex	6i	25
26	Fire Hall No. 1 Solar PV Feasibility Study	6j	23
27	Various Operating Budget Reallocations	3f-3n	-
28	Law Reorganization to Finance & Corporate Services from Law & Community Safety	5a	-
29	Business Licences Reorganization to Community Safety from Finance & Corporate Services	5a	-
Total Expenditures Amendments			4,285

NET AMENDMENT	(2,986)
Total Amended 2017 Operating and Utility Budget	\$61,271

Conclusion

Staff recommend that Council approve the 2017 Capital, Operating and Utility Budget amendments to accommodate the expenditures within the 5 Year Consolidated Financial Plan Bylaw. The proposed 2017 budget amendments have no tax impact.

As required in Section 166 of the Community Charter, staff will conduct a process of public consultation prior to bylaw adoption, which is anticipated to be November 14, 2017.



Mike Ching, CPA, CMA
Acting Manager, Financial Planning and Analysis
(604-276-4137)

MC:jf

- Att. 1: 5 Year Consolidated Amended Financial Plan (2017-2021)
2: Capital Funding Sources (2017-2021)
3: Capital Program (2017-2021)
4: 5 Year Consolidated Financial Plan (2017-2021) Bylaw 9663, Amendment Bylaw 9757

City of Richmond Consolidated Financial Plan 2017-2021 Revenue and Expenses (in \$000s)					
	2017 Amended	2018 Amended	2019 Amended	2020 Amended	2021 Amended
Revenue:					
Property Taxes	206,490	215,335	223,934	232,430	241,226
User Fees	100,718	104,627	108,251	111,910	115,792
Sales of Services	37,106	36,914	37,437	37,915	38,402
Gaming Revenue	18,088	18,088	18,088	18,088	18,088
Investment Income	14,694	14,694	14,694	14,694	14,694
Payments In Lieu Of Taxes	13,860	14,276	14,704	15,146	15,600
Other Revenue	10,363	10,254	10,545	10,847	11,159
Licenses And Permits	9,688	9,773	10,012	10,216	10,426
Grant Revenue	7,788	7,704	7,824	7,911	8,000
Developer Contributed Assets	31,219	30,610	30,610	30,610	30,610
Development Cost Charges	18,933	22,946	21,167	11,683	10,958
Other Capital Funding Sources	14,819	10,525	10,490	10,463	10,463
	483,766	495,746	507,756	511,913	525,418
Expenses:					
Community Safety	96,176	98,176	100,660	102,977	105,304
Engineering and Public Works	69,571	63,645	64,612	65,508	66,455
Community Services	64,064	58,777	61,063	63,224	64,685
Finance and Corporate Services	26,593	24,408	24,983	25,481	25,963
Fiscal	21,323	17,891	17,838	17,766	17,689
Debt Interest	1,677	1,677	1,677	1,677	1,677
Corporate Administration	10,375	9,702	9,916	10,100	10,288
Planning and Development Services	14,985	13,891	14,249	14,592	14,966
Utility Budget					
Water Utility	41,258	42,458	43,977	45,543	47,179
Sanitary Sewer Utility	30,774	32,117	33,879	35,675	37,611
Sanitation and Recycling	15,591	15,223	15,597	15,917	16,252
Library	9,983	10,177	10,413	10,611	10,812
Richmond Olympic Oval Corporation	15,652	15,949	16,253	16,562	16,877
Lulu Island Energy Company	4,473	3,576	3,637	3,691	3,746
	422,495	407,667	418,754	429,324	439,504
Annual Surplus	61,271	88,079	89,002	82,589	85,914
Transfers:					
Debt Principal	4,578	4,761	4,951	5,149	5,355
Transfer To (From) Reserves	66,584	68,906	71,059	73,298	75,622
Transfer To (From) Surplus	(32,811)	(9,469)	(2,498)	(158)	1,382
Capital Expenditures - Current Year	126,159	126,193	112,740	68,807	74,012
Capital Expenditures - Prior Years	258,261	207,063	178,693	170,137	135,109
Capital Expenditures - Developer Contributed Assets	30,610	30,610	30,610	30,610	30,610
Capital Expenditures - Richmond Public Library	1,274	1,274	1,274	1,274	1,274
Capital Expenditures - Lulu Island Energy Company	609	-	-	-	-
Capital Expenditures - Richmond Olympic Oval Corporation	2,670	-	-	-	-
Capital Funding	(396,663)	(341,259)	(307,827)	(266,528)	(237,450)
	61,271	88,079	89,002	82,589	85,914
Balanced Budget	\$0	\$0	\$0	\$0	\$0
Tax Increase	2.95%	2.98%	2.99%	2.99%	2.98%

CITY OF RICHMOND					
5 YEAR CONSOLIDATED AMENDED FINANCIAL PLAN					
CAPITAL FUNDING SOURCES (2017-2021)					
(In \$000's)					
	2017 Amended	2018	2019	2020	2021
DCC Reserves					
Drainage DCC	-	1,344	-	97	97
Parks DCC	10,097	10,362	10,801	7,757	8,091
Roads DCC	7,008	9,744	8,747	3,005	2,770
Sanitary DCC	1,425	12	1,337	23	-
Water DCC	403	1,484	282	802	-
Total DCC	18,933	22,946	21,167	11,684	10,958
Statutory Reserves					
Affordable Housing	5,035	625	625	625	625
Arts Culture Heritage	893	-	-	-	-
Capital Building and Infrastructure	4,698	-	2,311	-	-
Capital Reserve	28,438	50,400	38,985	13,517	20,416
Capstan Station	-	-	-	-	-
Child Care	120	50	50	50	50
Drainage Improvement	16,021	11,050	11,354	11,393	11,263
Equipment Replacement	4,350	2,596	3,486	2,662	2,110
Neighbourhood Improvement	8	-	-	-	-
Public Art Program	611	100	100	100	100
Sanitary Sewer	6,540	5,383	6,614	5,807	5,070
Waterfront Improvement	-	1,000	-	-	-
Watermain Replacement	6,992	7,483	10,099	6,848	7,317
Total Statutory Reserves	73,706	78,687	73,624	41,002	46,951
Other Sources					
Enterprise Fund	545	550	550	550	550
Grant and Developer Contribution	13,419	10,525	10,490	10,463	10,463
Other Sources	13,531	11,395	6,329	4,582	4,540
Sewer Levy	205	-	-	50	-
Solid Waste and Recycling	300	300	300	300	300
Water Levy	2,020	1,790	280	176	250
Total Other Sources	30,020	24,560	17,949	16,121	16,103
Total Capital Program	122,659	126,193	112,740	68,807	74,012

CITY OF RICHMOND 5 YEAR CONSOLIDATED AMENDED FINANCIAL PLAN CAPITAL PROGRAM (In \$000's)					
	2017 Amended	2018	2019	2020	2021
Infrastructure Program					
Roads	12,655	14,666	13,589	7,419	7,169
Drainage	16,281	11,095	10,055	10,190	10,060
Watermain Replacement	7,331	9,557	9,651	6,920	6,587
Sanitary Sewer	6,200	4,675	7,230	5,110	4,350
Minor Public Works	3,822	3,612	4,904	3,581	3,581
Total Infrastructure Program	46,289	43,605	45,429	33,220	31,747
Building Program	12,049	11,777	8,875	0	7,099
Parks Program					
Parks	5,163	10,225	12,650	2,750	2,900
Parkland Acquisition	4,000	4,000	4,000	4,000	4,000
Total Parks Program	9,163	14,225	16,650	6,750	6,900
Public Art Program	931	600	378	100	100
Land Program					
Land Acquisition	16,000	30,000	20,000	10,000	10,000
Total Land Program	16,000	30,000	20,000	10,000	10,000
Affordable Housing Project	12,035	625	625	625	625
Equipment Program					
Annual Fleet Replacement	3,152	1,944	1,825	1,650	1,981
Equipment	1,275	550	550	550	929
Fire Dept Vehicles	1,903	1,122	1,940	1,238	0
Technology	5,158	3,606	529	562	520
Total Equipment Program	11,488	7,222	4,844	4,000	3,430
Child Care Program	120	50	50	50	50
Internal Transfers/Debt Payment	4,889	8,089	5,889	4,062	4,061
Contingent External Contributions	9,695	10,000	10,000	10,000	10,000
Total Capital Program	122,659	126,193	112,740	68,807	74,012



**5 Year Consolidated Financial Plan (2017-2021) Bylaw 9663
Amendment Bylaw 9757**

The Council of the City of Richmond enacts as follows:

1. Schedule "A", Schedule "B", and Schedule "C" of the 5 Year Consolidated Financial Plan (2017-2021) Bylaw 9663, are deleted and replaced with Schedule "A", Schedule "B", and Schedule "C" attached to and forming part of this amendment bylaw.
2. This Bylaw is cited as "**5 Year Consolidated Financial Plan (2017-2021) Bylaw 9663, Amendment Bylaw 9757**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

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

SCHEDULE A:

City of Richmond Consolidated Financial Plan 2017-2021 Revenue and Expenses (in \$000s)					
	2017 Amended	2018 Amended	2019 Amended	2020 Amended	2021 Amended
Revenue:					
Property Taxes	206,490	215,335	223,934	232,430	241,226
User Fees	100,718	104,627	108,251	111,910	115,792
Sales of Services	37,106	36,914	37,437	37,915	38,402
Gaming Revenue	18,088	18,088	18,088	18,088	18,088
Investment Income	14,694	14,694	14,694	14,694	14,694
Payments In Lieu Of Taxes	13,860	14,276	14,704	15,146	15,600
Other Revenue	10,363	10,254	10,545	10,847	11,159
Licenses And Permits	9,688	9,773	10,012	10,216	10,426
Grant Revenue	7,788	7,704	7,824	7,911	8,000
Developer Contributed Assets	31,219	30,610	30,610	30,610	30,610
Development Cost Charges	18,933	22,946	21,167	11,683	10,958
Other Capital Funding Sources	14,819	10,525	10,490	10,463	10,463
	483,766	495,746	507,756	511,913	525,418
Expenses:					
Community Safety	96,176	98,176	100,660	102,977	105,304
Engineering and Public Works	69,571	63,645	64,612	65,508	66,455
Community Services	64,064	58,777	61,063	63,224	64,685
Finance and Corporate Services	26,593	24,408	24,983	25,481	25,963
Fiscal	21,323	17,891	17,838	17,766	17,689
Debt Interest	1,677	1,677	1,677	1,677	1,677
Corporate Administration	10,375	9,702	9,916	10,100	10,288
Planning and Development Services	14,985	13,891	14,249	14,592	14,966
Utility Budget					
Water Utility	41,258	42,458	43,977	45,543	47,179
Sanitary Sewer Utility	30,774	32,117	33,879	35,675	37,611
Sanitation and Recycling	15,591	15,223	15,597	15,917	16,252
Library	9,983	10,177	10,413	10,611	10,812
Richmond Olympic Oval Corporation	15,652	15,949	16,253	16,562	16,877
Lulu Island Energy Company	4,473	3,576	3,637	3,691	3,746
	422,495	407,667	418,754	429,324	439,504
Annual Surplus	61,271	88,079	89,002	82,589	85,914
Transfers:					
Debt Principal	4,578	4,761	4,951	5,149	5,355
Transfer To (From) Reserves	66,584	68,906	71,059	73,298	75,622
Transfer To (From) Surplus	(32,811)	(9,469)	(2,498)	(158)	1,382
Capital Expenditures - Current Year	126,159	126,193	112,740	68,807	74,012
Capital Expenditures - Prior Years	258,261	207,063	178,693	170,137	135,109
Capital Expenditures - Developer Contributed Assets	30,610	30,610	30,610	30,610	30,610
Capital Expenditures - Richmond Public Library	1,274	1,274	1,274	1,274	1,274
Capital Expenditures - Lulu Island Energy Company	609	-	-	-	-
Capital Expenditures - Richmond Olympic Oval Corporation	2,670	-	-	-	-
Capital Funding	(396,663)	(341,259)	(307,827)	(266,528)	(237,450)
	61,271	88,079	89,002	82,589	85,914
Balanced Budget	\$0	\$0	\$0	\$0	\$0
Tax Increase	2.95%	2.98%	2.99%	2.99%	2.98%

SCHEDULE B:

CITY OF RICHMOND					
5 YEAR CONSOLIDATED AMENDED FINANCIAL PLAN					
CAPITAL FUNDING SOURCES (2017-2021)					
(In \$000's)					
	2017 Amended	2018	2019	2020	2021
DCC Reserves					
Drainage DCC	-	1,344	-	97	97
Parks DCC	10,097	10,362	10,801	7,757	8,091
Roads DCC	7,008	9,744	8,747	3,005	2,770
Sanitary DCC	1,425	12	1,337	23	-
Water DCC	403	1,484	282	802	-
Total DCC	18,933	22,946	21,167	11,684	10,958
Statutory Reserves					
Affordable Housing	5,035	625	625	625	625
Arts Culture Heritage	893	-	-	-	-
Capital Building and Infrastructure	4,698	-	2,311	-	-
Capital Reserve	28,438	50,400	38,985	13,517	20,416
Capstan Station	-	-	-	-	-
Child Care	120	50	50	50	50
Drainage Improvement	16,021	11,050	11,354	11,393	11,263
Equipment Replacement	4,350	2,596	3,486	2,662	2,110
Neighbourhood Improvement	8	-	-	-	-
Public Art Program	611	100	100	100	100
Sanitary Sewer	6,540	5,383	6,614	5,807	5,070
Waterfront Improvement	-	1,000	-	-	-
Watermain Replacement	6,992	7,483	10,099	6,848	7,317
Total Statutory Reserves	73,706	78,687	73,624	41,002	46,951
Other Sources					
Enterprise Fund	545	550	550	550	550
Grant and Developer Contribution	13,419	10,525	10,490	10,463	10,463
Other Sources	13,531	11,395	6,329	4,582	4,540
Sewer Levy	205	-	-	50	-
Solid Waste and Recycling	300	300	300	300	300
Water Levy	2,020	1,790	280	176	250
Total Other Sources	30,020	24,560	17,949	16,121	16,103
Total Capital Program	122,659	126,193	112,740	68,807	74,012

SCHEDULE C:

CITY OF RICHMOND
5 YEAR CONSOLIDATED AMENDED FINANCIAL PLAN (2017-2021)
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 2017.

Table 1:

Funding Source	% of Total Revenue
Property Taxes	49.3%
User Fees	24.0%
Sales of Services	8.9%
Gaming Revenue	4.3%
Investment Income	3.5%
Payments in Lieu Of Taxes	3.3%
Licenses and Permits	2.3%
Grants	1.9%
Other	2.5%
Total Operating and Utility Funding Sources	100.0%

SCHEDULE C (CONT'D):

CITY OF RICHMOND
5 Year Consolidated AMENDED FINANCIAL PLAN (2017-2021)
STATEMENT OF POLICIES AND OBJECTIVES

Distribution of Property Taxes

Table 2 provides the estimated 2017 distribution of property tax revenue among the property classes.

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: (Estimated based on the 2017 Completed Roll figures)

Property Class	% of Tax Burden
Residential (1)	55.5%
Business (6)	35.3%
Light Industry (5)	7.1%
Others (2,4,8 & 9)	2.1%
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*.



City of Richmond

Report to Committee

To: Planning Committee **Date:** September 14, 2017
From: Cathy Volkering Carlile **File:** 08-4057-05/2017-Vol
General Manager, Community Services 01
Re: **Housing Agreement Bylaw No. 8995, Amendment Bylaw No. 9761 to Permit the City of Richmond to Amend the Existing Housing Agreement Securing Affordable Housing Units located at 5440 Hollybridge Way (Intracorp River Park Place)**

Staff Recommendation

That Housing Agreement Bylaw No. 8995, Amendment Bylaw No. 9761 be introduced and given first, second, and third readings to allow the City to amend the existing Housing Agreement pursuant to an Amending Agreement substantially in the form attached as Schedule A to the bylaw, in accordance with the requirements of section 483 of the *Local Government Act*, to secure the Affordable Housing Units required by RZ 14-665416.

Cathryn Volkering Carlile
General Manager, Community Services
(604-276-4068)

Att. 2

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

Staff Report

Origin

The purpose of this report is to recommend that Council approve Housing Agreement Bylaw No. 8995, Amendment Bylaw No. 9761 to allow the City to amend the existing Housing Agreement securing 31 affordable housing units in the proposed development (Intracorp River Park Place) located at 5440 Hollybridge Way (previously 6888 River Road and 6900 Pearson Way, Attachment 1). In order to align the subject agreement with the City's standard Housing Agreement requirements, amendment to the rental rates and annual rent increases and restrictions on the imposition of parking or amenity fees on affordable housing tenants is required.

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

Continue the development and implementation of an excellent and accessible system of programs, services, and public spaces that reflect Richmond's demographics, rich heritage, diverse needs, and unique opportunities, and that facilitate active, caring, and connected communities.

2.2. Effective social service networks.

This report supports Council's 2014-2018 Term Goal #3 A Well-Planned Community:

Adhere to effective planning and growth management practices to maintain and enhance the livability, sustainability and desirability of our City and its neighbourhoods, and to ensure the results match the intentions of our policies and bylaws.

3.4. Diversity of housing stock.

This report also supports Social Development Strategy Goal #1: Enhance Social Equity and Inclusion:

Strategic Direction #1: Expand Housing Choices

This report and bylaw are also consistent with the 2007 Richmond Affordable Housing Strategy, which specifies the creation of affordable rental housing to meet the needs of low income households as a key housing priority for the City.

On July 28 2014, Council approved Bylaw No. 9148 to amend the Richmond Zoning Bylaw 8500 to repeal references to 6888 River Road and 6900 Pearson Way in the "Residential/Limited Commercial (RCL3)" zone, create the "Residential/Limited Commercial (ZMU27) – Oval Village (City Centre)," and rezone 6888 River Road and 6900 Pearson Way from "Residential/Limited Commercial (RCL3)" to "Residential/Limited Commercial (ZMU27) – Oval Village (City Centre)".

Analysis

The development will include 31 units of affordable rental housing in a stand-alone four-storey building. Intracorp is in the process of partnering with Catalyst Community Developments Society (Catalyst) to own and manage the affordable housing units. Catalyst is a non-profit housing developer and provider that partners with other private and community organizations to develop real estate that meets the needs of the community and owns and operates affordable housing projects in Metro Vancouver. This will be Catalyst's first project in Richmond and the target client group will be low-to-moderate income residents.

Housing Agreement Bylaw No. 8995 was originally approved at the Council meeting held February 25, 2013, and does not contain provisions for annual adjustment of the maximum annual household incomes and rental rates in accordance with City requirements. These adjustments are now included in all standard Housing Agreements, staff noted that this is the only Housing Agreement that does not allow an annual adjustment. However, staff recommend that the current Housing Agreement be amended for consistency and is permitted to increase annually by an amount established by the Residential Tenancy Act. The maximum rents and eligible housing incomes are as follows:

Figure 1: Maximum Household Income and Rental Rates

Unit Type	Maximum Households Income	Maximum Monthly Rent
Studio	\$34,000	\$850
1 Bedroom	\$38,000	\$950
2 Bedroom	\$46,500	\$1,162
3 Bedroom	\$57,500	\$1,437

The proposed amendment to the Housing Agreement also includes language that specifies unlimited access to outdoor amenity spaces, and that additional fees (e.g. administrative, move-in/move-out) should not be passed onto the affordable housing unit tenant. This language is also consistent with recent standard Housing Agreements. Intracorp has agreed to the terms and conditions of the attached Amendment Agreement.

Financial Impact

None.

Conclusion

In accordance with the *Local Government Act* (Section 483), adoption of Housing Agreement Bylaw No. 8995, Amendment Bylaw No. 9761 is required to allow the City to amend the existing Housing Agreement securing 31 affordable housing units in the proposed development (Intracorp River Park Place) located at 5440 Hollybridge Way.

September 14, 2017

- 4 -



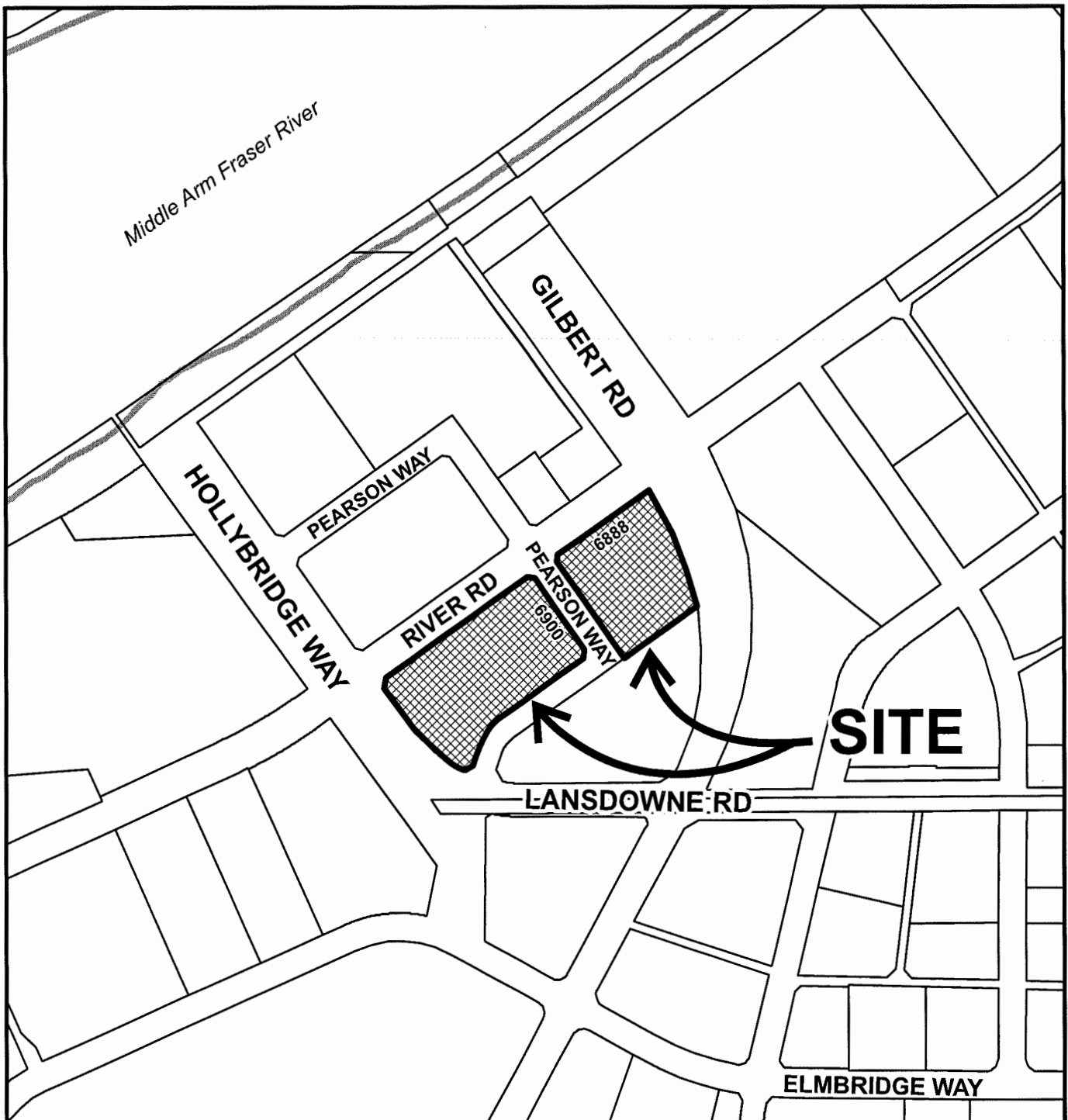
Joyce Rautenberg
Affordable Housing Coordinator
(604-247-4916)

Att. 1: Map of Subject Property

2: Housing Agreement Bylaw No. 8995, Amendment Bylaw No. 9761



City of
Richmond



6888 River Rd &
6900 Pearson Way

Original Date: 08/31/17

Revision Date: 00/00/00

Note: Dimensions are in METRES



**Housing Agreement (Hollybridge Limited Partnership, Intracorp)
Bylaw No. 8995, Amendment Bylaw No. 9761**

The Council of the City of Richmond enacts as follows:

1. The Mayor and City Clerk for the City of Richmond are authorized to execute and deliver a housing agreement, substantially in the form set out as Schedule A to this Bylaw, with the owner of the lands legally described as:

PID: 001-794-884 Lot 110 Sections 5 & 6 Block 4 North Range 6 West New
Westminster District Plan 48002

2. This Bylaw is cited as **"Housing Agreement (Hollybridge Limited Partnership, Intracorp) Bylaw No. 8995, Amendment Bylaw No. 9761"**

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

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

Schedule A to Bylaw No. 9761

To Housing Agreement (address) Bylaw No. 8995, Amendment Bylaw No. 9761

AMENDMENT TO HOUSING AGREEMENT BETWEEN the City of Richmond and
Hollybridge Limited Partnership, Intracorp.

AMENDMENT TO HOUSING AGREEMENT
(Section 483 *Local Government Act*)

THIS AMENDMENT is dated for reference September 21, 2017,

BETWEEN:

HOLLYBRIDGE PROJECT (NOMINEE) LTD. (INC. NO. BC0947509), a company duly incorporated under the laws of the Province of British Columbia and having its registered office at

(the “**Owner**”)

AND:

CITY OF RICHMOND, a municipal corporation pursuant to the *Local Government Act* and having its offices at 6911 No. 3 Road, Richmond, British Columbia, V6Y 2C1

(the “**City**”)

WHEREAS:

- A. The Owner is the owner of the lands and premises legally described as:

PID: 029-221-994
Lot 2 Section 5 and 6 Block 4 North Range 6 West
New Westminster District Plan EPP33697

(the “**Lands**”);

- B. The Owner and the City entered into a Housing Agreement (the “**Agreement**”) dated for reference March 12, 2013 with respect to, *inter alia*, the Lands; and
- C. The City and the Owner have agreed to modify the Agreement in accordance with the terms and conditions of this Amendment,

In consideration of \$10.00 and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by both parties), and in consideration of the promises exchanged below, the Owner and the City covenant and agree as follows:

1. Capitalized terms not otherwise defined in this Amendment shall have the meanings ascribed to them under the Agreement.
2. The Agreement is hereby amended as follows:
 - 2.1. by deleting subsection 1.1(o) and replacing it with the following:

“(o) “**Eligible Tenant**” means a Family having a cumulative annual income of:

{211583-445408-00764756;5}

Housing Agreement (Section 483 *Local Government Act*)
5440 Hollybridge Way/6888 River Road
Application No. RZ09-506904 DP14-662341

5537657

- (i) with respect to a bachelor unit, \$40,000 or less;
- (ii) with respect to a one bedroom unit, \$45,000 or less;
- (iii) with respect to a two bedroom unit, \$55,500 or less; or
- (iv) with respect to a three or more bedroom unit, \$66,500 or less

provided that, commencing January 1, 2018, the annual incomes set out above will be recalculated in each calendar year based on the Household Income Limits (previously Core Need Income Threshold) for the Vancouver, British Columbia planning area produced by Canada Mortgage Housing Corporation and BC Housing which are applicable to such year (or other equivalent data if the foregoing is not available) (“**HILs**”) in accordance with the following formula:

For any given year, Eligible Tenant will mean a Family having a cumulative annual income, for each given type of Affordable Housing Unit (i.e. bachelor, one bedroom, two bedroom, three bedroom, etc.) of no greater than the HILs amount for each such particular type of Affordable Housing Unit for such year”;

2.2. by deleting subsection 1.1(z) and replacing it with the following:

“(z) “**Permitted Rent**” means no greater than:

- (i) \$1,000 per month for a bachelor unit;
- (ii) \$1,125 per month for a one bedroom unit;
- (iii) \$1388 per month for a two bedroom unit; and
- (iv) \$1,663 per month for a three (or more) bedroom unit,

provided that, commencing January 1, 2018, the amount of Permitted Rent will be recalculated in each calendar year based on the HILs for such year in accordance with the following formula:

For any given year, Permitted Rent for each given type of Affordable Housing Unit (i.e. bachelor, one bedroom, two bedroom, three bedroom, etc.) will mean monthly rent which is not greater than an amount calculated as follows:

The HILs amount for each such particular type of Affordable Housing Unit for such year

multiplied by

30%

divided by

12 months

provided that, notwithstanding the foregoing, the rental increase for a particular Tenant from one year to the next will be no greater than the maximum rental increase permitted by the *Residential Tenancy Act* (but, for greater certainty, when an existing Tenant vacates a given Affordable Housing Unit, the Permitted Rent for the subsequent Tenant of such Affordable Housing Unit will be calculated based on the HILs for the then-current year in accordance with the formula set out above and the rental increase from the existing Tenant to the new Tenant will not be subject to the maximum rental increase permitted under the *Residential Tenancy Act*).”; and

2.3. by deleting subsection 3.6 (d) and replacing it with the following:

- “(d) the Owner will not require the Tenant or any permitted occupant to pay any move-in/move-out fees, strata fees, strata property contingency reserve fees or any extra charges or fees for use of any common property, limited common property, or other common areas, facilities or amenities, including without limitation parking or bicycle storage, or for sanitary sewer, storm sewer, water, other utilities, property or similar tax. Notwithstanding the foregoing:
 - (i) if the Affordable Housing Unit is a strata unit and the following costs are not part of strata or similar fees, the Owner may charge the Tenant the Owner’s cost, if any, of providing cable television, telephone, internet, other telecommunications, gas or electricity or other utilities fees, charges or rates;
 - (ii) in the event that any utilities in the Affordable Housing Unit are separately metered (such as ,without limitation, thermal energy provided to the Affordable Housing Unit by way of a district energy system), the Owner may require the Tenant to pay the costs and expenses of the provision of such utilities to the Affordable Housing Unit; and
 - (iii) the Tenant of the Affordable Housing Unit may be required to pay the costs of utilities provided to the Affordable Housing Unit (including, without limitation, cable television, telephone, internet other telecommunications, gas or electricity) directly to the utility provider;”.
- 3. From and after the first date written above, this Amendment will be read and construed along with the Agreement and the covenants, terms, conditions and agreements contained in the Agreement will continue in full force and effect and the parties hereto ratify and affirm the Agreement as modified by this Amendment.
- 4. The Owner will do everything necessary within the Owner’s control, at the Owner’s expense, to ensure that this Amendment, if required by the City Solicitor, will be noted against title to the Lands in priority to all financial charges and encumbrances which may have been registered or are pending registration against title to the Lands save and except those specifically approved in advance in writing by the City Solicitor or in favour of the City, and that a notice under section 483(5) of the *Local Government Act* will be filed on the title to the Lands.
- 5. This Amendment will extend to and be binding upon and enure to the benefit of the parties hereto and their respective successors and permitted assigns.

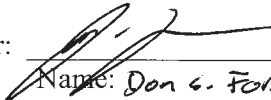
6. If any provision of this Amendment is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Amendment and the resultant remainder of this Amendment will remain in full force and effect.
7. Upon request by the City the Owner will forthwith do such acts and execute such documents as may be reasonably necessary in the opinion of the City to give effect to this Amendment.
8. Unless the context otherwise requires, the laws of British Columbia (including, without limitation, the *Residential Tenancy Act*) will apply to this Amendment and all statutes referred to herein are enactments of the Province of British Columbia.
9. If the Owner is comprised of more than one person, firm or body corporate, then the covenants, agreements and obligations of the Owner shall be joint and several.

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IN WITNESS WHEREOF the parties hereto have executed this Amendment as of the day and year first above written.

HOLLYBRIDGE PROJECT (NOMINEE) LTD.

by its authorized signatory(ies):

Per: 
Name: Don G. Folsgren

Per: _____
Name: _____

CITY OF RICHMOND

by its authorized signatory(ies):

Per: _____
Malcolm D. Brodie, Mayor

Per: _____
David Weber, Corporate Officer

CITY OF RICHMOND
APPROVED for content by originating dept. 
APPROVED for legality by Solicitor 
DATE OF COUNCIL APPROVAL

CONSENT AND PRIORITY AGREEMENT

With respect to an Amendment to Housing Agreement (the "**Housing Agreement Amendment**") made pursuant to section 483 of the *Local Government Act* between the City of Richmond and **HOLLYBRIDGE PROJECT (NOMINEE) LTD.** (the "**Owner**") in respect of the lands and premises legally known and described as:

PID: 029-221-994

Lot 2 Section 5 and 6 Block 4 North Range 6 West New Westminster District Plan EPP33697

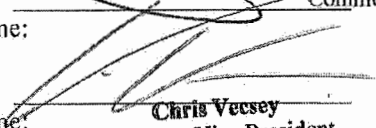
(the "**Lands**")

HSBC BANK CANADA (the "**Bank**") is the holder of mortgages and assignments of rents encumbering the Lands which mortgage and assignment of rents is/are registered in the Lower Mainland LTO under the following number(s): Mortgage CA2770252, Assignment of Rents CA2770253, Mortgage CA6126199 and Assignment of Rents CA6126200 (collectively, the "**Bank Charge(s)**").

The Bank, being the holder of the Bank Charges, by signing below, in consideration of the payment of Ten Dollars (\$10.00) and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged and agreed to by the Bank), hereby consents to the granting of the covenants in the Housing Agreement Amendment by the Owner and hereby covenants that the Housing Agreement Amendment shall bind the Bank Charges in the Lands and shall rank in priority upon the Lands over the Bank Charges as if the Housing Agreement Amendment had been signed, sealed and delivered and noted on title to the Lands prior to the Bank Charges and prior to the advance of any monies pursuant to the Bank Charges. The grant of priority is irrevocable, unqualified and without reservation or limitation.

HSBC BANK CANADA,
by its authorized signatory(ies):

Per: 
Name: Bill de Haan
Director
Commercial Real Estate

Per: 
Name: Chris Vecsey
Assistant Vice President
Commercial Real Estate

{211583-445408-00764756;5}

5537657

Housing Agreement (Section 483 *Local Government Act*)
5440 Hollybridge Way/6888 River Road
Application No. RZ09-506904 DP14-662341

CONSENT AND PRIORITY AGREEMENT

With respect to an Amendment to Housing Agreement (the "**Housing Agreement Amendment**") made pursuant to section 483 of the *Local Government Act* between the City of Richmond and **HOLLYBRIDGE PROJECT (NOMINEE) LTD.** (the "**Owner**") in respect of the lands and premises legally known and described as:

PID: 029-221-994

Lot 2 Section 5 and 6 Block 4 North Range 6 West New Westminster District Plan EPP33697

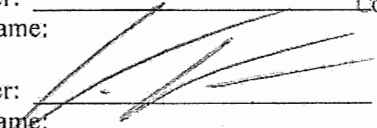
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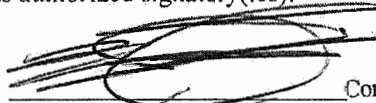
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Name: _____ **Director**
Commercial Real Estate

Per:  **Chris Vecsey**
Name: _____ **Assistant Vice President**
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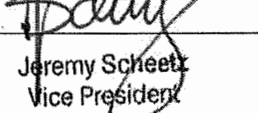
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(the "**Lands**")

TCC RICHMOND LENDER INC. ("**TCC**") is the holder of a mortgage and assignment of rents encumbering the Lands which mortgage and assignment of rents is/are registered in the Lower Mainland LTO under number(s) CA2770354 and CA2770355 (collectively, the "**TCC Charge(s)**").

TCC, being the holder of the TCC Charges, by signing below, in consideration of the payment of Ten Dollars (\$10.00) and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged and agreed to by TCC), hereby consents to the granting of the covenants in the Housing Agreement Amendment by the Owner and hereby covenants that the Housing Agreement Amendment shall bind the TCC Charges in the Lands and shall rank in priority upon the Lands over the TCC Charges as if the Housing Agreement Amendment had been signed, sealed and delivered and noted on title to the Lands prior to the TCC Charges and prior to the advance of any monies pursuant to the TCC Charges. The grant of priority is irrevocable, unqualified and without reservation or limitation.

TCC RICHMOND LENDER INC.,
by its authorized signatory(ies):

Per: 
Name: Jeremy Scheetz
Per: Vice President
Name: _____

{211583-445408-00764756;5}

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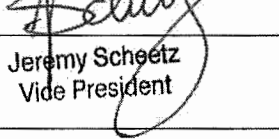
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TCC RICHMOND LENDER INC.,
by its authorized signatory(ies):

Per: 
Name: Jeremy Scheetz
Vice President
Per: _____
Name: _____

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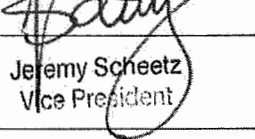
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Per: 
Name: Jeremy Scheetz
Per: Vice President
Name: _____

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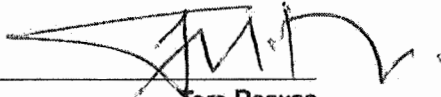
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(the "**Lands**")

AVIVA INSURANCE COMPANY OF CANADA ("**Aviva**") is the holder of a mortgage and assignment of rents encumbering the Lands which mortgage and assignment of rents is/are registered in the Lower Mainland LTO under number(s) CA5633499 and CA5633500 (collectively, the "**Aviva Charge(s)**").

Aviva, being the holder of the Aviva Charges, by signing below, in consideration of the payment of Ten Dollars (\$10.00) and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged and agreed to by Aviva), hereby consents to the granting of the covenants in the Housing Agreement Amendment by the Owner and hereby covenants that the Housing Agreement Amendment shall bind the Aviva Charges in the Lands and shall rank in priority upon the Lands over the Aviva Charges as if the Housing Agreement Amendment had been signed, sealed and delivered and noted on title to the Lands prior to the Aviva Charges and prior to the advance of any monies pursuant to the Aviva Charges. The grant of priority is irrevocable, unqualified and without reservation or limitation.

AVIVA INSURANCE COMPANY OF CANADA,
by its authorized signatory(ies):

Per: 
Name: **Tom Reeves**
Aviva Insurance Company of Canada

Per: _____
Name: _____

{211583-445408-00764756;5}

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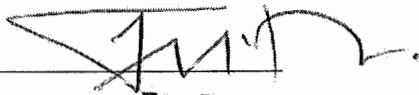
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by its authorized signatory(ies):

Per: 
Name: _____
Tom Reeves
Aviva Insurance Company of Canada
Per: _____
Name: _____

{211583-445408-00764756;5}

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Per: _____

Name: _____

Per: _____

Name: _____


Tom Reeves
Aviva Insurance Company of Canada

{211583-445408-00764756;5}

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City of Richmond

Report to Committee Planning and Development Division

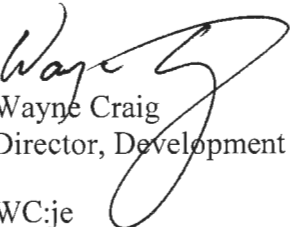
To: Planning Committee
From: Wayne Craig
Director, Development

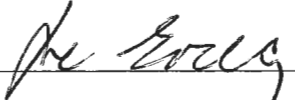
Date: September 25, 2017
File: RZ 16-754653

Re: Application by 1008358 BC Ltd for Rezoning at 10451/10453 No. 1 Road from Single Detached (RS1/E) to Coach Houses (RCH1)

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9753, for the rezoning of 10451/10453 No. 1 Road from "Single Detached (RS1/E)" to "Coach Houses (RCH1)", be introduced and given first reading.


Wayne Craig
Director, Development
WC:je
Att. 7

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

Staff Report

Origin

1008358 BC Ltd has applied to the City of Richmond for permission to rezone the property at 10451/10453 No. 1 Road from “Single Detached (RS1/E)” to “Coach Houses (RCH1)” (Attachment 1) in order to permit subdivision into two lots, each with a single family residence and a coach house with vehicle access from the rear lane. A survey of the subject site, which illustrates the proposed subdivision plan, is included in Attachment 2. The site currently contains a non-conforming duplex, which will be demolished.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 3).

Surrounding Development

The subject site is located on the west side of No. 1 Road. Existing development immediately surrounding the subject site is as follows:

- To the North, a non-conforming duplex on a lot zoned “Single Detached (RS1/E)”.
- To the South, a single family dwelling with a coach house on a lot zoned “Coach Houses (RCH)”. This lot was part of a rezoning and two-lot subdivision in 2012.
- To the East, immediately across No. 1 Road, three single family dwellings on lots zoned “Single Detached (RS1/B)”.
- To the West, two single-family dwellings on lots zoned “Single Detached (RS1/E)” fronting onto Sorrel Drive.

Related Policies & Studies

Official Community Plan/Steveston Area Plan

The subject property is designated “Single Family” in the Steveston Area Plan and is designated “Neighbourhood Residential (NRES)” in the Official Community Plan (OCP) (Attachment 4). The proposed rezoning and future subdivision are consistent with these designations.

Arterial Road Policy

The site is designated “Arterial Road Compact Lot Coach House” in the Arterial Road Land Use Policy. This application is consistent with the designation.

Floodplain Management Implementation Strategy

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

Public Consultation

A rezoning sign has been installed on the subject property. Staff has not received any comments from the public about the rezoning application in response to the placement of the rezoning sign on the property.

Should the Planning Committee endorse this application and Council grant 1st Reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment.

Public notification for the Public Hearing will be provided per the *Local Government Act*.

Analysis

Built Form and Architectural Character

The preliminary conceptual plans for redevelopment of the subject site, included in Attachment 5, have satisfied the staff comments provided during the rezoning application review process.

The proposed Site Plan includes a principal dwelling on the east side of each proposed lot, fronting on No. 1 Road. An accessory coach house above a detached garage is proposed at the rear (west side) of each lot, with access from the rear lane. The proposed building siting and open space are consistent with the requirements of the RCH1 zone.

In accordance with the Zoning Bylaw, on-site parking for each lot consists of two (2) parking spaces for each principal residence, and one (1) separate parking space for the coach house. Parking spaces for the principal residence are provided within the garage structure, and parking for the accessory dwelling is provided within a covered carport.

The conceptual architectural elevation plans for the coach houses include asymmetrical sloped roofs and horizontal detailing in a west-coast modern style. High quality materials, such as cedar siding and ample windows, will enhance the simple massing of the structures. Continuity of the architectural detailing from the front elevation to the rear, and landscape screening facing the main dwelling, provide an appropriate interface between the two dwellings on each lot. Private open space for the coach houses is provided at grade at the rear of the structure, facing the principal dwelling. No balconies are proposed to face the rear lane or the side yards. To create a visually appealing streetscape along the rear lane, the coach houses will be mirrored, and the materials and colour palettes will be varied for each accessory building.

On-site garbage and recycling is proposed to be set back a minimum of 1.5 m from the rear property line in accordance with the requirements of the RCH1 zone. Screening of on-site

garbage and recycling will be reviewed upon receipt of the required Landscape Plan for the site prior to final adoption of the rezoning bylaw.

Prior to final adoption of the rezoning bylaw, minor revisions to enhance the coach house design may be made to the preliminary conceptual plans included in Attachment 5. The applicant must register a restrictive covenant on title to ensure that:

- The coach house on each lot cannot be stratified.
- The Building Permit application and ensuing development of the coach houses at the site is generally consistent with the preliminary conceptual plans included in Attachment 5.

Existing Legal Encumbrances

There is an existing Right-of-Way registered on title (G113432) which allows City access to utilities along the eastern boundary/front yard of the site. The applicant is aware that no encroachment is permitted within the Right-of-Way.

Transportation and Site Access

Vehicle access for both lots will be provided from the rear lane only, per Residential (Vehicular) Access Regulation Bylaw No.7222. Pedestrian access for both lots will be from No. 1 Road and from the rear lane.

Tree Retention and Replacement

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

The City's Tree Preservation Coordinator has reviewed the Arborist's Report and supports the findings, with the following comments:

- One tree (#22) located on the adjacent neighbouring property is identified as a 46 cm conifer in excellent condition. The neighbouring tree should be retained and protected per the City of Richmond Tree Protection Information Bulletin Tree-03. Tree protection fencing should be located a minimum of 2 m onto the development site, to a total of 3 m wide on either side of the tree. In addition, any proposed building permit application should illustrate a setback of 0.6 m outside the 2 m minimum tree protection zone for any new building. A Tree Protection Plan is provided in Attachment 6.
- As there are no trees located on site, a minimum of two new trees should be planted on each lot as a condition of rezoning approval.

Tree Protection

Tree #22 on the neighbouring property is to be retained and protected. The applicant has submitted a tree protection plan showing the tree to be retained and the measures taken to protect it during the development stage (Attachment 6). To ensure that the tree identified for retention is protected at development stage, the applicant is required to complete the following items:

- Prior to final adoption of the rezoning bylaw, submission to the City of a contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to the tree protection zone. The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the arborist to submit a post-construction impact assessment to the City for review.
- Prior to demolition of the existing dwelling on the subject site, installation of tree protection fencing around Tree #22. Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin Tree-03 prior to any works being conducted on-site, and remain in place until construction and landscaping on-site is completed.

Tree Planting

The applicant has agreed to plant two trees on each lot proposed, for a total of four trees. The trees are to have a minimum caliper of 6 cm for deciduous trees or a minimum height of 3.5 m for coniferous trees.

To ensure that the new trees are planted and maintained, and that the front and rear yards of the proposed lots are enhanced in accordance with the Arterial Road Policy and the RCH1 zoning, the applicant is required to submit the following prior to final adoption of the rezoning bylaw:

- A landscape plan prepared by a Registered Landscape Architect, accompanied by a cost estimate for all the works, including all trees, soft and hard materials proposed, fencing, installation costs.
- Landscape Security based on 100% of the cost estimate prepared by the Landscape Architect, plus 10% contingency.

These conditions are described in the Rezoning Considerations (Attachment 7).

Affordable Housing Strategy

The affordable housing strategy for single-family rezoning applications requires a secondary suite or coach house on 100% of new lots created, or a suite or coach house on 50% of new lots created together with a cash-in-lieu contribution to the City's Affordable Housing Reserve fund of \$2.00/ft² of the total buildable area of remaining lots.

The applicant proposes to build a coach house on each of the lots created. This application is consistent with the Affordable Housing Strategy.

Site Servicing and Frontage Improvements

There are no servicing concerns with rezoning. At future subdivision stage, the applicant is required to:

- Pay the current year's taxes, Development Cost Charges (City and GVS&DD), School Site Acquisition Charges and Address Assignment Fees.

- Complete all necessary connections for water, sanitary, storm and private utility services, and install water meters.
- Complete a Work Order for frontage improvements, including removing the existing driveway and sidewalk, and constructing along the entire frontage a new concrete sidewalk and a grass boulevard with street trees. The new sidewalk and boulevard will transition to meet the existing frontage treatments to the north and south of the subject site, where improvements will be made at future redevelopment.
- Pay a \$40,290.60 cash-in-lieu contribution for the design and construction of lane upgrades, including asphalt paving, drainage, concrete curb and gutter, and lighting for the rear lane.
- Upgrading the existing back lane to City lane design standards.
- Other frontage improvements per Transportation Planning's requirements.

Financial Impact or Economic Impact

This rezoning results in an insignificant Operational Budget Impact (OBI) for off-site City infrastructure (such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals).

Conclusion

The purpose of this application is to rezone 10451/10453 No. 1 Road from "Single Detached (RS1/E)" to "Coach Houses (RCH1)" in order to subdivide into two lots with vehicle access from the rear lane. Future development will include a single family residence and coach house on each lot.

The proposed rezoning is consistent with the applicable plans and policies for the area.

The applicant has agreed to the list of rezoning considerations included in Attachment 7, with signed concurrence on file.

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9753 be introduced and given first reading.



Jeanette Elmore
Planner 2

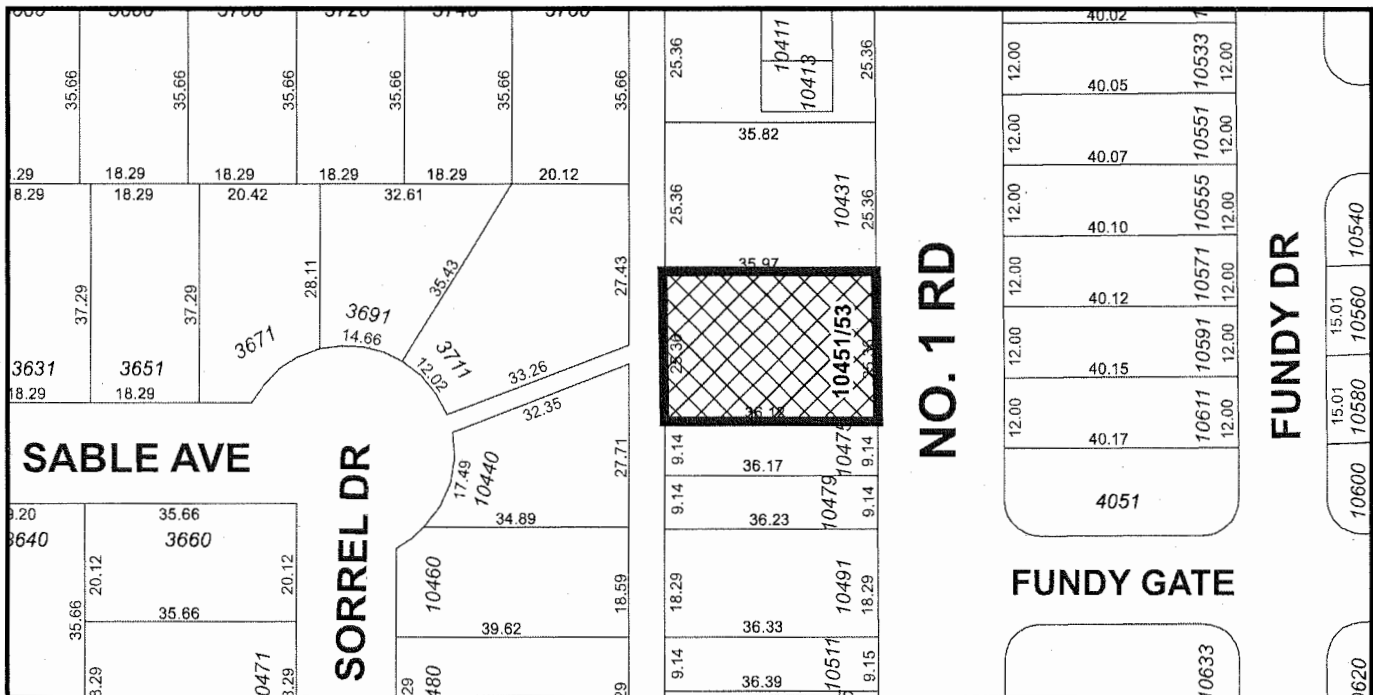
JE:cas

- Attachment 1: Location Map
- Attachment 2: Survey and Subdivision Plan
- Attachment 3: Development Application Data Sheet
- Attachment 4: Steveston Area Land Use Map
- Attachment 5: Preliminary Conceptual Development Plans
- Attachment 6: Tree Protection Plan
- Attachment 7: Rezoning Considerations



City of Richmond

ATTACHMENT 1



RZ 16-754653

Original Date: 01/06/17

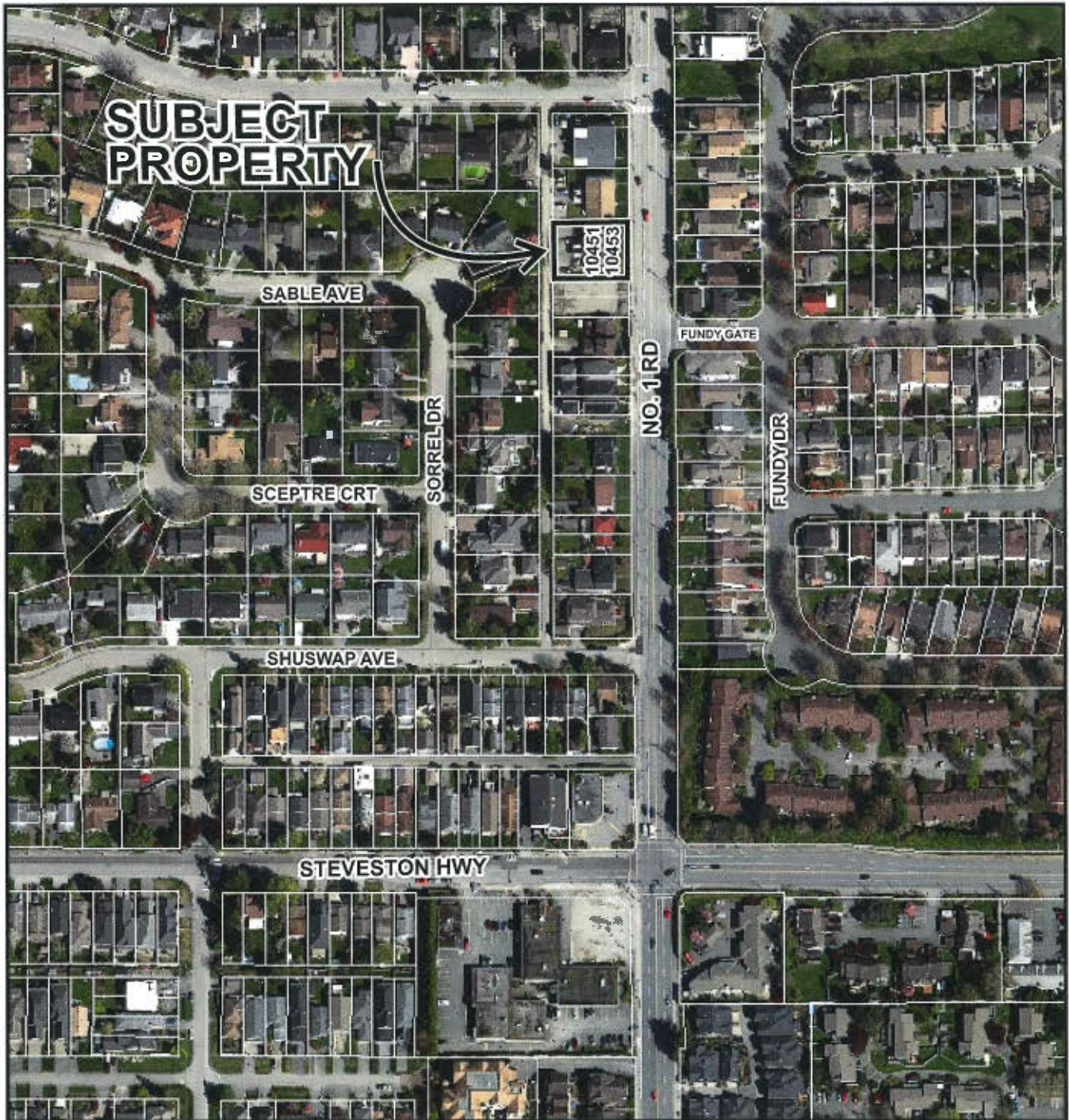
Revision Date:

Note: Dimensions are in METRES

CNCL - 227



City of
Richmond



RZ 16-754653

Original Date: 01/06/17

Revision Date:

Note: Dimensions are in METRES

CNCL - 228

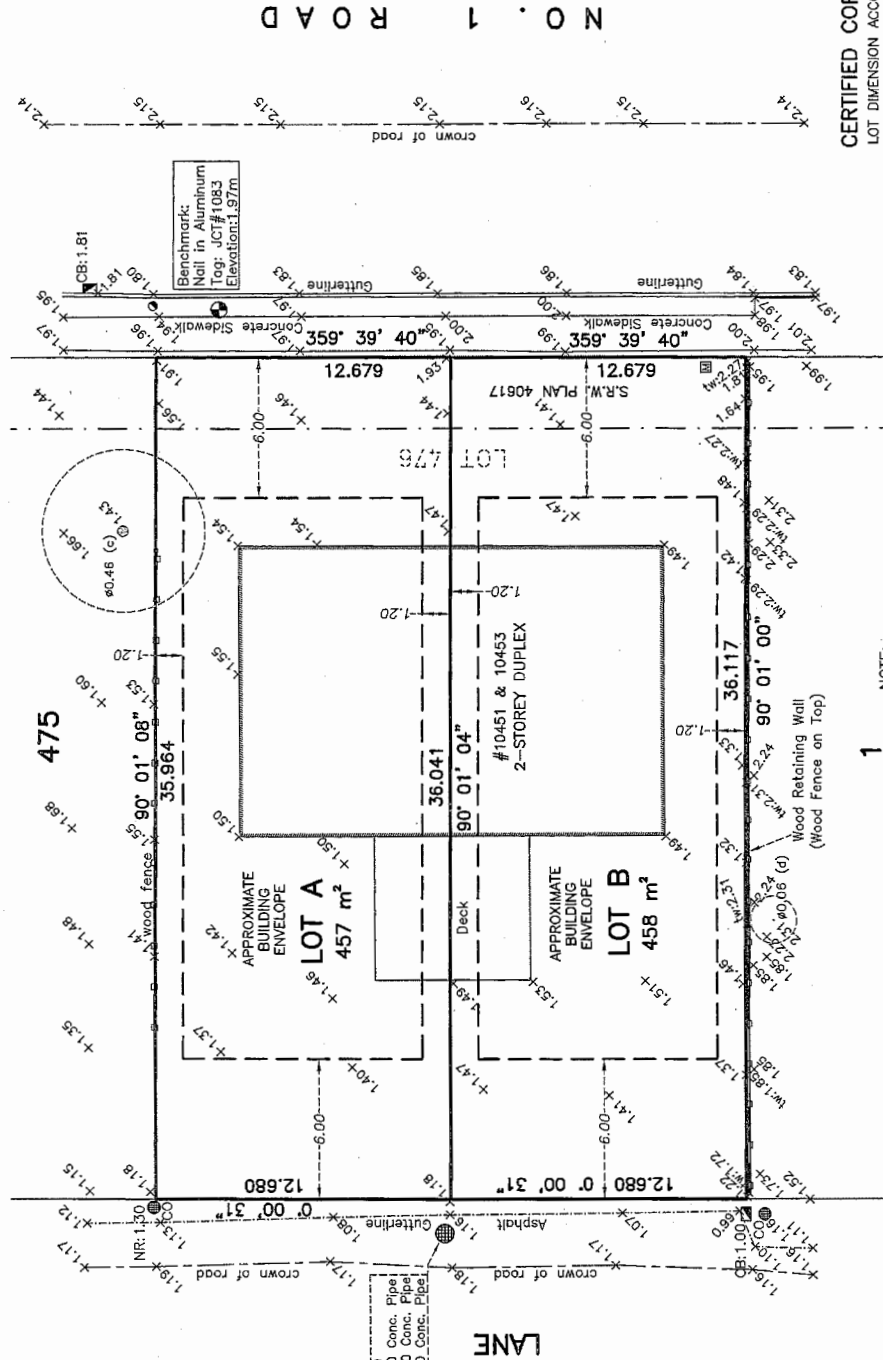
TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION OF LOT 476
SECTION 34 BLOCK 4 NORTH RANGE 7 WEST NEW WESTMINSTER DISTRICT PLAN 40616

#10451 & 10453 NO. 1 ROAD,
 RICHMOND, B.C.
 P.I.D 005-374-006



- LEGEND:**
- (c) denotes conifer
 - (d) denotes deciduous
 - denotes power pole
 - denotes manhole
 - denotes catch basin
 - denotes water meter
 - CO denotes cleanout
 - NR denotes north rim
 - tw denotes top of wall

CNCL - 229



CERTIFIED CORRECT:
 LOT DIMENSION ACCORDING TO
 FIELD SURVEY:

[Signature]
 JOHNSON C. TAM, B.C.L.S.
 NOVEMBER 17th, 2016.

NOTE:
 Elevations shown are based on City of
 Richmond HPN #234, Control Monument
 Benchmark: HPN #234, Control Monument
 77H4891 Elevation = 1.125 metres
 (Benchmark: HPN #231, Control Monument
 19713, Elevation = 3.419 metres)

SCALE: 1:200



ALL DISTANCES ARE IN METRES AND DECIMALS
 THEREOF UNLESS OTHERWISE INDICATED

© copyright
 J. C. Tam and Associates
 Canada and B.C. Land Surveyor
 115 - 8833 Odlin Crescent
 Richmond, B.C. V6X 3Z7
 Telephone: 214-8928
 Fax: 214-8929
 E-mail: office@jctam.com
 Website: www.jctam.com
 Job No. 6780
 FB-320 P113
 Drawn By: MY

DWG No. 6780-TOPO



RZ 16-754653

Attachment 3

Address: 10451 & 10453 No. 1 Road

Applicant: 1008358 BC Ltd

Planning Area(s): Steveston

	Existing	Proposed
Owner:	1008358 BC Ltd	To be determined
Site Size (m²):	915 m ²	Lot A: 457 m ² Lot B: 458m ²
Land Uses:	One duplex	Single-family residential with coach house
OCP Designation:	Neighbourhood Residential	No Change
Area Plan Designation:	Single-Family	No Change
Zoning:	Single Detached (RS1/E)	Coach Houses (RCH1)
Number of Units:	2	4
Other Designations:	The Arterial Road Policy designates the subject site for redevelopment to compact lots and coach houses.	No Change

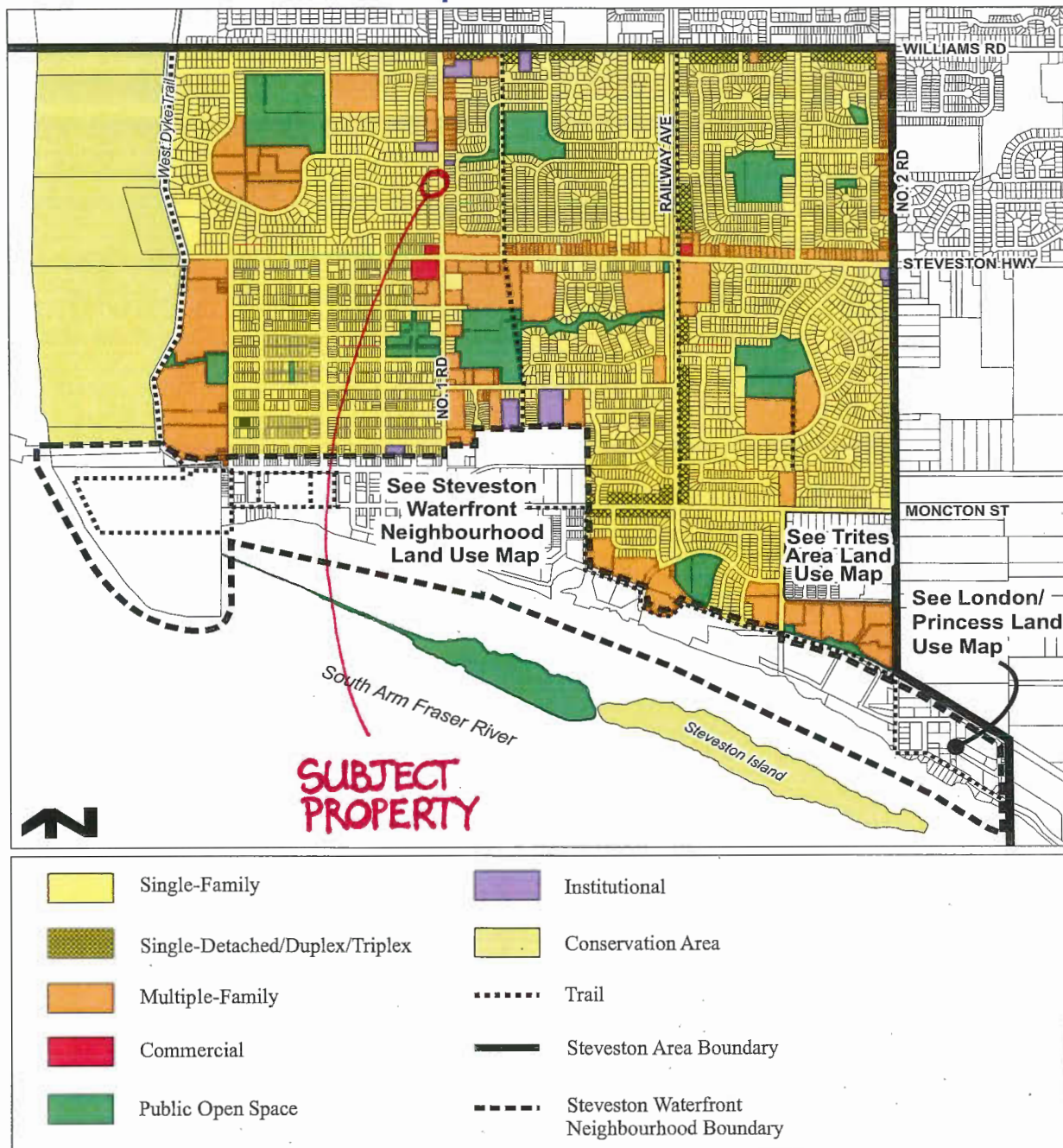
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.6	Max. 0.6	none permitted
Buildable Floor Area (m ²)*	Lot A: Max. 274.2 m ² (2,951.46 ft ²) Lot B: Max. 274.8 m ² (2,957.92 ft ²)	Lot A: 274 m ² (2,949 ft ²) Lot B: 274 m ² (2,949 ft ²)	none permitted
Coach House Size	Min. 33 m ² (355 ft ²) Max. 60 m ² (645 ft ²)	Lot A: 59.83 m ² (644 ft ²) Lot B: 59.83 m ² (644 ft ²)	
Lot Coverage (% of lot area):	Building: Max. 45% Non-porous Surfaces: Max. 70% Live landscaping: Min. 20%	Lot A: Building: 42.0% Non-porous Surfaces: Max. 70% Live Landscaping: Min. 20% Lot B: Building: 42.8% Non-porous Surfaces: Max. 70% Live Landscaping: Min. 20%	none
Lot Size:	Min. 315.0 m ²	Lot A: 457 m ² Lot A: 458 m ²	none
Lot Dimensions (m):	Width: Min. 9.0 m Depth: Min. 35.0 m	Width: 12.68 m Depth: 12.68 m	none

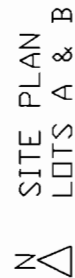
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Setbacks, principal dwelling (m):	Front: Min. 6.0 m Rear: Min. 6.0 m Side: Min. 1.2 m	Lot A: Front: 6.0 m Rear: Min. 6.0 m North Side Yard: 1.2 m South Side Yard: 2.18 m Lot B: Front: 6.0 m Rear: Min. 6.0 m North Side Yard: 1.51 m South Side Yard: 1.88 m	none
Setbacks, coach house (m):	Front: Min. 15.0 m Rear: Max. 3.0 m North Side Yard: Min. 1.8 m South Side Yard: Min. 1.2 m	Lot A: Front: Min. 15.0 m Rear: 3.6 m North Side Yard: 2.03 m South Side Yard: 1.2 m Lot B: Front: Min. 15.0 m Rear: 3.6 m North Side Yard: 2.03 m South Side Yard: 1.2 m	
Height, principal dwelling (m):	Max. 2 ½ storeys or 9.0 m	Max. 2 ½ storeys or 9.0 m	none
Height, coach house (m):	Max. 2 storeys or 6.5 m	2 storeys or 6.45 m	
Off-street Parking Spaces – principal dwelling	2	2	none
Off-street Parking Spaces – coach house	1	1	none
Tandem Parking Spaces:	Permitted – Maximum of 50% of required spaces	None	none
Amenity Space – Outdoor:	30 m ²	30.66 m ²	none

Other: Tree replacement compensation required for loss of significant trees.

* Preliminary estimate; not inclusive of garage; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.

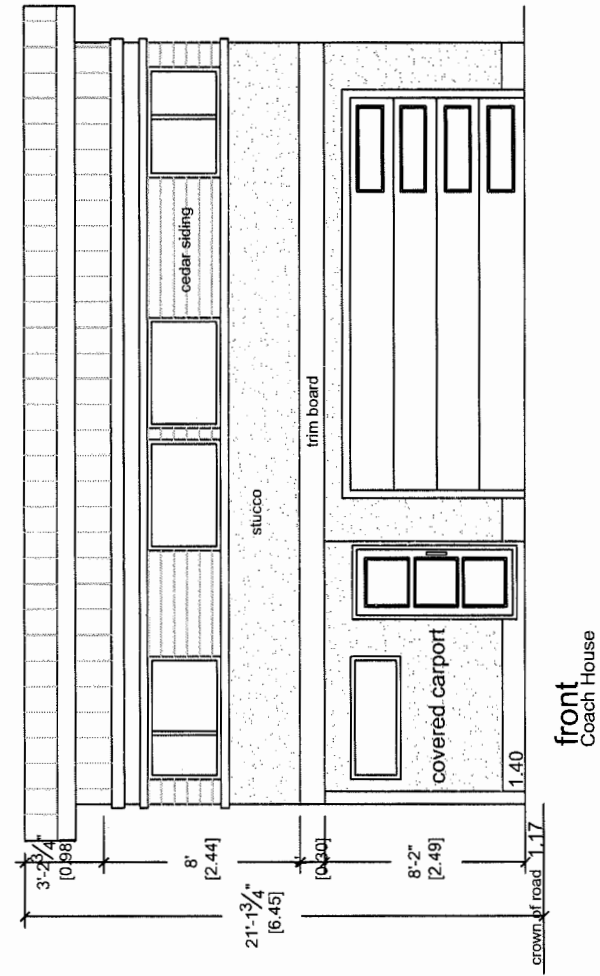
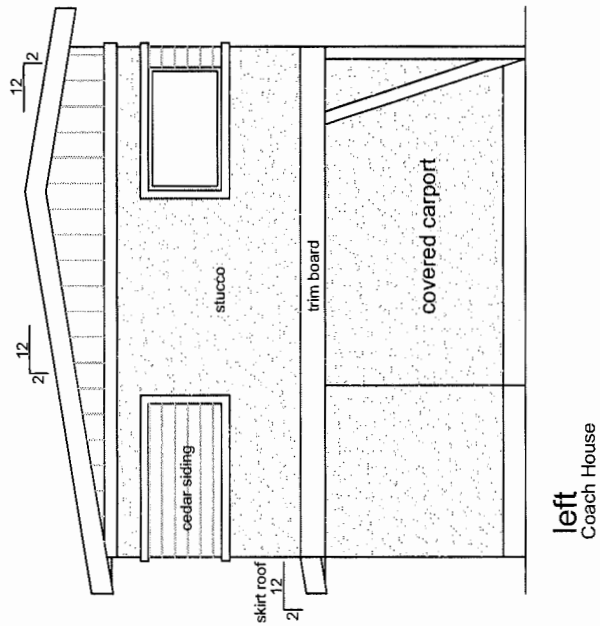
Steveston Area Land Use Map

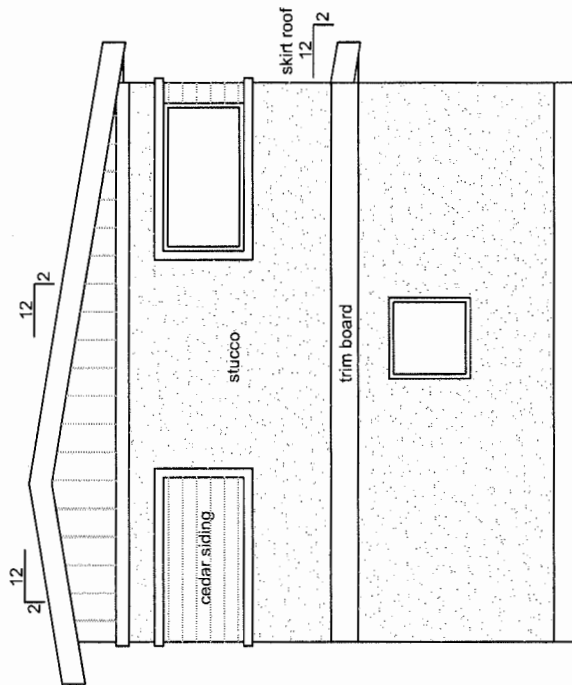
Bylaw 9604
2016/12/19



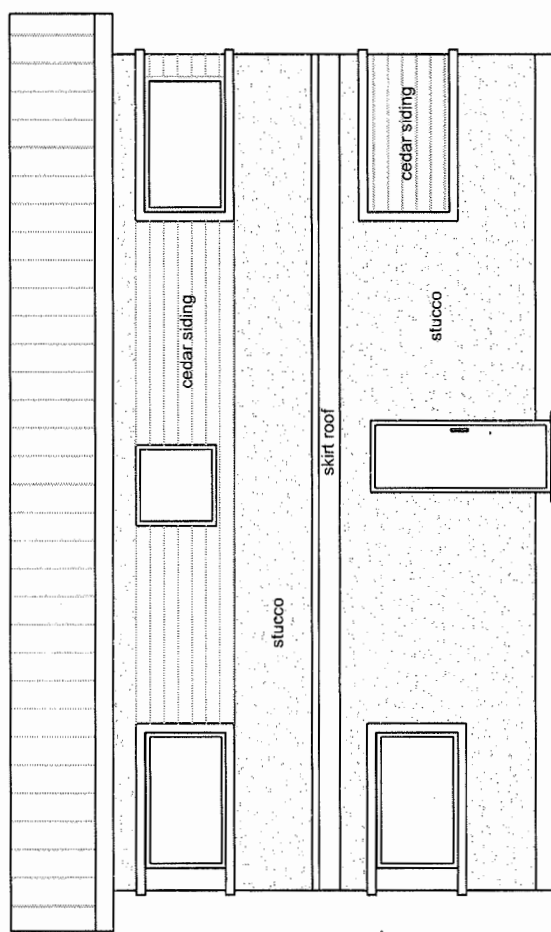
Storm MH NR: 119	
S. Invt	-0.45 Ø0.20 Conc. Pipe
W. Invt	-0.45 Ø0.40 Conc. Pipe
N. Invt	-0.45 Ø0.50 Conc. Pipe

Lot Calculations	
Zoning: RCH-1 Address: LOT 18, RICHMOND B.C.	
LOT AREA: 457.0 sq.m. (4819 sq.ft.)	2951.4 (274.2 sq.m.)
FLOOR AREA: RATIO 0.60 =	
PROPOSED:	
MAIN FLOOR AREA:	1167 sq.ft. (110.3 sq.m.)
UPPER FLOOR AREA:	1118 sq.ft. (103.9 sq.m.)
CONCH HOUSE AREA:	644 sq.ft. (59.9 sq.m.)
TOTAL FLOOR AREA: =	2949 sq.ft. (274.03 sq.m.)
GARAGE AREA (not counted in F.S.R.)	208 sq.ft. (60.27 sq.m.)
SITE COVERAGE	
MAX. ALLOWABLE @ 0.45:	205.63 sq.m. (2313.35 sq.ft.)
PROPOSED:	196.10 sq.m. (2106.50 sq.ft.)

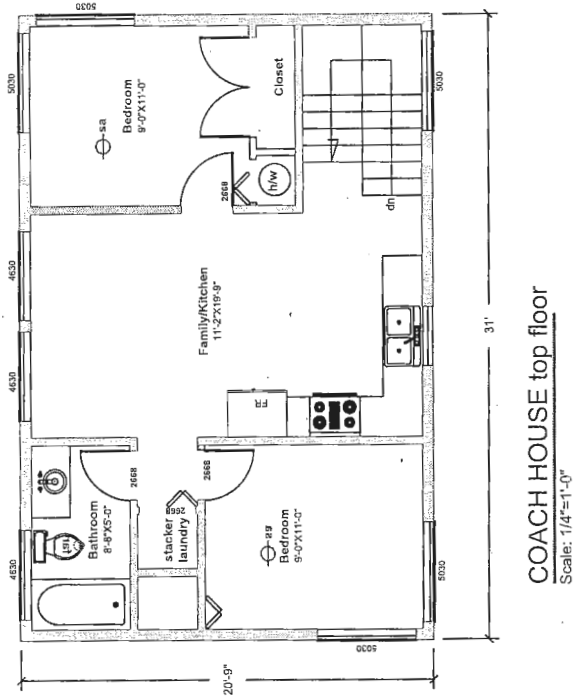
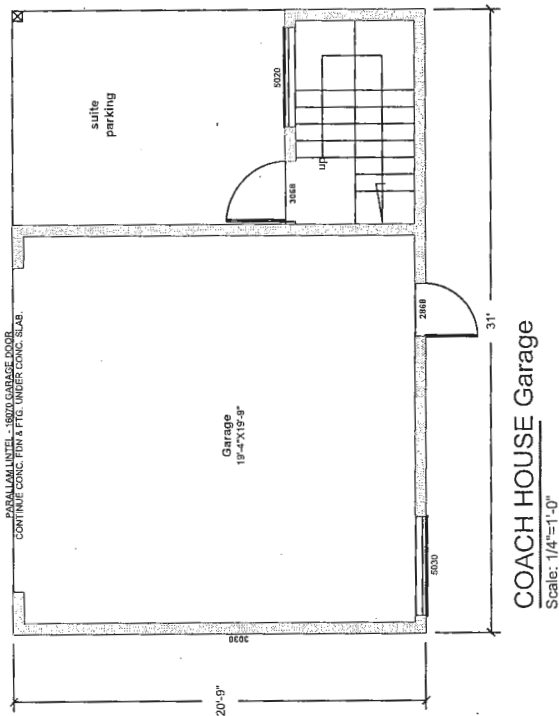




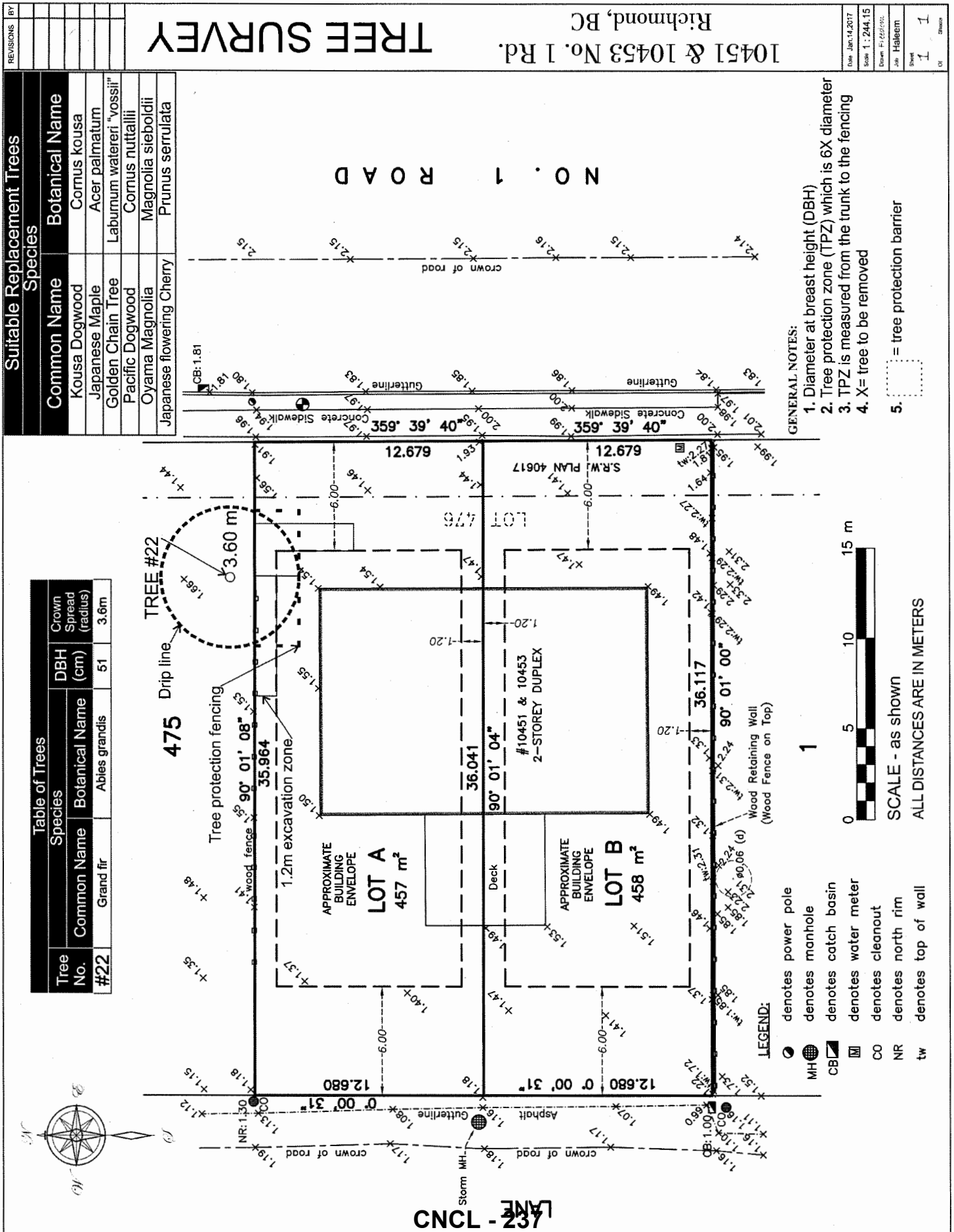
right
Coach House



rear
Coach House



- coach house must conform to
RCH zone in all aspects.





Address: 10451/10453 No. 1 Road

File No.: RZ 16-754653

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9753, the developer is required to complete the following:

1. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including tree security and installation costs. The Landscape Plan should:
 - comply with the guidelines of the OCP's Arterial Road Policy and should not include hedges along the front property line;
 - include a total of 2 new trees on each lot proposed, for a total of 4 trees, and should be a mix of coniferous and deciduous trees. Deciduous trees should have a minimum caliper of 6 cm and conifers should be at least 3.5 m high, per Tree Protection Bylaw No. 8057 Schedule A – 3.0 Replacement Trees; and
 - include the dimensions of tree protection fencing as illustrated on the Tree Retention Plan attached to this report.
2. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any works conducted within the tree protection zone of the trees to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
3. Registration of a flood indemnity covenant on title.
4. Registration of a legal agreement on title ensuring that the coach house cannot be stratified.
5. Registration of a legal agreement on title to ensure that the Building Permit application and ensuing development at the site is generally consistent with the preliminary conceptual plans included in Attachment 5 of this staff report.

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

1. Payment of the current year's taxes, Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, and Address Assignment Fees.
2. Provide a cash contribution based on a City cost estimate for the City to manage the design and construction of the works. Works include, but may not be limited to:

Water Works:

- Disconnect existing 20mm water connection along No 1 road and install two new 25mm water connections, complete with meters and meter boxes off of the existing 300mm AC water main along No 1 Road for the north side and south side lots.
- Place both newly installed water meters alongside the east side property line.
- Note that the applicant must submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage Building designs.

Storm Sewer Works:

- Install a new storm service connection, complete with an inspection chamber and dual service leads at the adjoining property line of the newly subdivided lots off of the existing 375mm main within the lane along the west property line.
- Cut and cap the existing storm service connection at the southwest corner of the development site, and remove inspection chamber.

Sanitary Sewer Works:

- Check the existing sanitary service connection at the southwest corner and the northwest corner to confirm the material, capacity, and condition of the inspection chambers and pipes by video inspection. If deemed acceptable by the City, the existing service connections may be retained. In the case that either of the service connections are not in a condition to be re-used, a new service connection, complete with inspection chamber or dual service leads, shall be installed at the common property line of the newly subdivided lots at the Developer's cost.
 - The developer may not start onsite excavation or building construction prior to completion of rear-yard sanitary and storm works.
3. Complete a City work order for the design and construction of frontage improvements, including:
- Removing the existing sidewalk and constructing a new 1.5 m wide concrete sidewalk next to the Property Line. The remaining frontage width between the new sidewalk and the curb is to be treated as a grass boulevard with street trees (minimum width = 1.5 m). The new sidewalk and boulevard are to transition to meet the existing frontage treatments to the north and south of the subject site.
 - Removing all existing driveways and back-filling with frontage improvements per standards described above.
 - Upgrading the existing back lane to City design standards: minimum 5.1 m wide pavement, roll-over curb on both sides of the lane, and street lighting. The final cross-section of the lane is to be determined by Engineering taking utility and other requirements into consideration.
4. Coordinate with BC Hydro, Telus and other private communication service providers to determine if above ground structures are required and coordinate their locations (e.g Vista, PMT, LPT, shaw cabinets, Telus Kiosks, etc). These shall be located onsite.
5. Provide a \$40,290.60 cash-in-lieu contribution for the design and construction of frontage upgrades as set out below:
- | | |
|---|-------------|
| ○ Lane – Asphalt/Pavement (EP.0636) | \$13,683.60 |
| ○ Lane – Drainage (EP.0637) | \$13,176.80 |
| ○ Lane – Concrete curb and gutter (EP.0638) | \$6,841.80 |
| ○ Lane - Lighting (EP.0639) | \$6,588.40 |
- Payment should reference the above cost breakdown and transaction codes and PeopleSoft account number 7500-10-000-90304-0000 for Roads Provisions account.
6. Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
7. Install appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.

Note:

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

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

Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

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

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

Signed

Date



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9753 (RZ 16-754653)
10451/10453 No.1 Road**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"COACH HOUSES (RCH1)"**.

P.I.D. 005-374-006

Lot 476 Section 34 Block 4 North Range 7 West New Westminster District Plan 40616

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9753"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 

MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee Planning and Development Division

To: Planning Committee
From: Wayne Craig
Director, Development


Date: September 20, 2017

File: RZ 17-772629

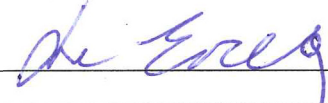
Re: Application by KNS Enterprises Ltd. for Rezoning at 9600/9620 Glenacres Drive
from "Single Detached (RS1/E)" Zone to "Single Detached (RS2/C)" Zone

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9765, for the rezoning of 9600/9620 Glenacres Drive from "Single Detached (RS1/E)" zone to "Single Detached (RS2/C)" zone, be introduced and given first reading.


Wayne Craig
Director, Development
(604-247-4625)

JR:blg
Att. 5

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

Staff Report

Origin

KNS Enterprises Ltd. has applied to the City of Richmond for permission to rezone 9600/9620 Glenacres Drive from the “Single Detached (RS1/E)” zone to the “Single Detached (RS2/C)” zone, to permit the property to be subdivided to create two single-family lots with vehicle access from Glenacres Drive (Attachment 1). The proposed subdivision is shown in Attachment 2. There is an existing duplex on the property, which will be demolished.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is provided in Attachment 3.

Surrounding Development

Development immediately surrounding the subject property is as follows:

- To the North: Single-family dwellings on lots zoned “Single Detached (RS1/E),” fronting Glenacres Drive.
- To the South: Walter Lee Elementary School and sports fields on a lot zoned “School & Institutional Use (SI),” and townhouses on a lot zoned “Low Density Townhouses (RTL1).”
- To the East: A duplex on a lot zoned “Two-Unit Dwellings (RD1),” fronting Glenacres Drive.
- To the West: A legal non-conforming duplex on a lot zoned “Single Detached (RS1/E),” fronting Glenacres Drive.

Related Policies & Studies

Official Community Plan/Broadmoor Area Plan

The subject property is located in the Broadmoor planning area, and is designated Neighbourhood Residential in the Official Community Plan (OCP) (Attachment 4). The proposed rezoning and subdivision is consistent with this designation.

Single-Family Lot Size Policy

The subject property is not located in an area governed by a Single-Family Lot Size Policy. Amendment procedures in Section 2.3 of Richmond Zoning Bylaw 8500 allow staff to consider a rezoning application to allow a property containing an existing duplex to subdivide into no more than two lots. The proposed rezoning and subdivision are consistent with this policy.

Floodplain Management Implementation Strategy

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

Public Consultation

A rezoning sign has been installed on the subject property. Staff have not received any comments from the public about the rezoning application in response to the placement of the rezoning sign on the property.

Should the Planning Committee endorse this application and Council grant first reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing; where any area resident or interested party will have an opportunity to comment. Public notification for the Public Hearing will be provided as per the *Local Government Act*.

Analysis**Existing Legal Encumbrances**

There is an existing 3.0 m wide Statutory Right-of-Way (SRW) along the rear portion of the property for municipal utilities, which will not be impacted by the proposed rezoning or subdivision. The applicant is aware that encroachment into the SRW area is not permitted.

Transportation and Site Access

Vehicle access is proposed via separate driveway crossings to each new lot from Glenacres Drive.

Tree Retention and Replacement

There are no bylaw-sized trees on the property. The applicant has agreed to plant a minimum of two trees on each of the proposed new lots; for a total of four new trees. Prior to final adoption of the rezoning bylaw, the applicant must submit a \$2,000 Landscape Security (\$500/tree) to ensure that the new trees are planted. New trees must be minimum 6 cm caliper deciduous trees or 3.5 m high conifers, in accordance with Tree Protection Bylaw 8057.

The existing landscaping in the City-owned boulevard, consisting of shrubs and two trees that are not bylaw-sized, is proposed to be retained. Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin Tree-03 prior to any works being conducted on-site, and remain in place until construction and landscaping on-site is completed.

Affordable Housing Strategy

The Affordable Housing Strategy for single-family rezoning applications requires a secondary suite or coach house on 100% of new lots created; a suite or coach house on 50% of new lots created together with a cash-in-lieu contribution to the City's Affordable Housing Reserve Fund of \$2.00/ft² of the total buildable area of the remaining lots; or, where secondary suites cannot be accommodated in the development, a cash-in-lieu contribution to the City's Affordable Housing Reserve Fund of \$2.00/ft² of the total buildable area of the development.

The applicant has proposed to provide secondary suites in the dwellings to be constructed on each new lot. This proposal is consistent with the Affordable Housing Strategy.

Prior to final adoption of the rezoning bylaw, the applicant must register a legal agreement on Title, stating that no final Building Permit inspection will be granted until a secondary suite is constructed in each single-family dwelling, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.

Site Servicing and Frontage Improvements

At Subdivision stage, the applicant is required to pay the current year's taxes, and the costs associated with the completion of the servicing works as described in Attachment 5.

Frontage improvements include, but may not be limited to:

- Removal and replacement of existing concrete curbs and driveway letdowns, as required.
- Payment of a \$9,120 cash-in-lieu contribution, in keeping with the Subdivision and Development Bylaw No. 8751, for the design and construction of future sidewalk and boulevard improvements. The works will be completed at the time that the neighbouring property to the west at 9560 Glenacres Drive redevelops.

Financial Impact

The rezoning application results in an insignificant Operational Budget Impact (OBI) for off-site City infrastructure (such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals).

Conclusion

The purpose of this application is to rezone 9600/9620 Glenacres Drive from the "Single Detached (RS1/E)" zone to the "Single Detached (RS2/C)" zone, to permit the property to be subdivided to create two single-family lots with vehicle access from Glenacres Drive.

This rezoning application complies with the land use designations and applicable policies for the subject property contained in the OCP and Richmond Zoning Bylaw 8500.

The list of rezoning considerations is included in Attachment 5, which has been agreed to by the applicant (signed concurrence on file).

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9765 be introduced and given first reading.



Jordan Rockerbie
Planning Technician
(604-276-4092)

JR:blg

Attachments:

Attachment 1: Location Map and Aerial Photo

Attachment 2: Proposed Subdivision Plan

Attachment 3: Development Application Data Sheet

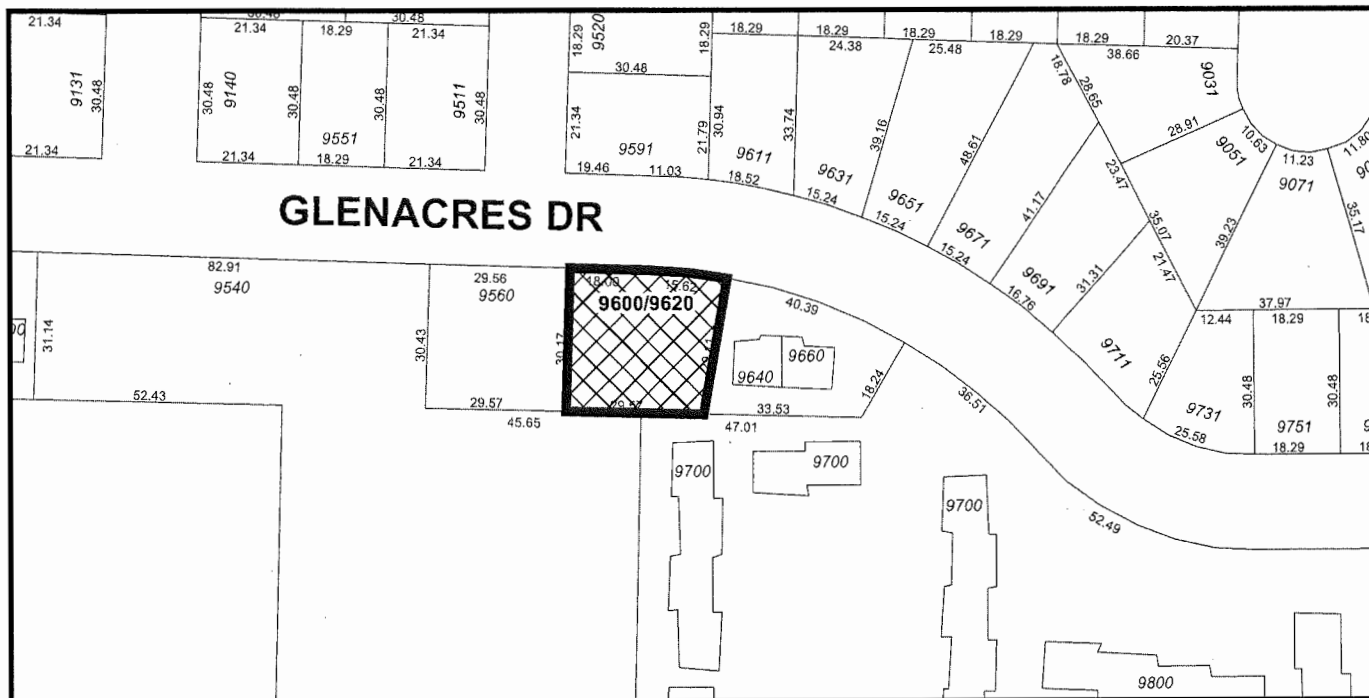
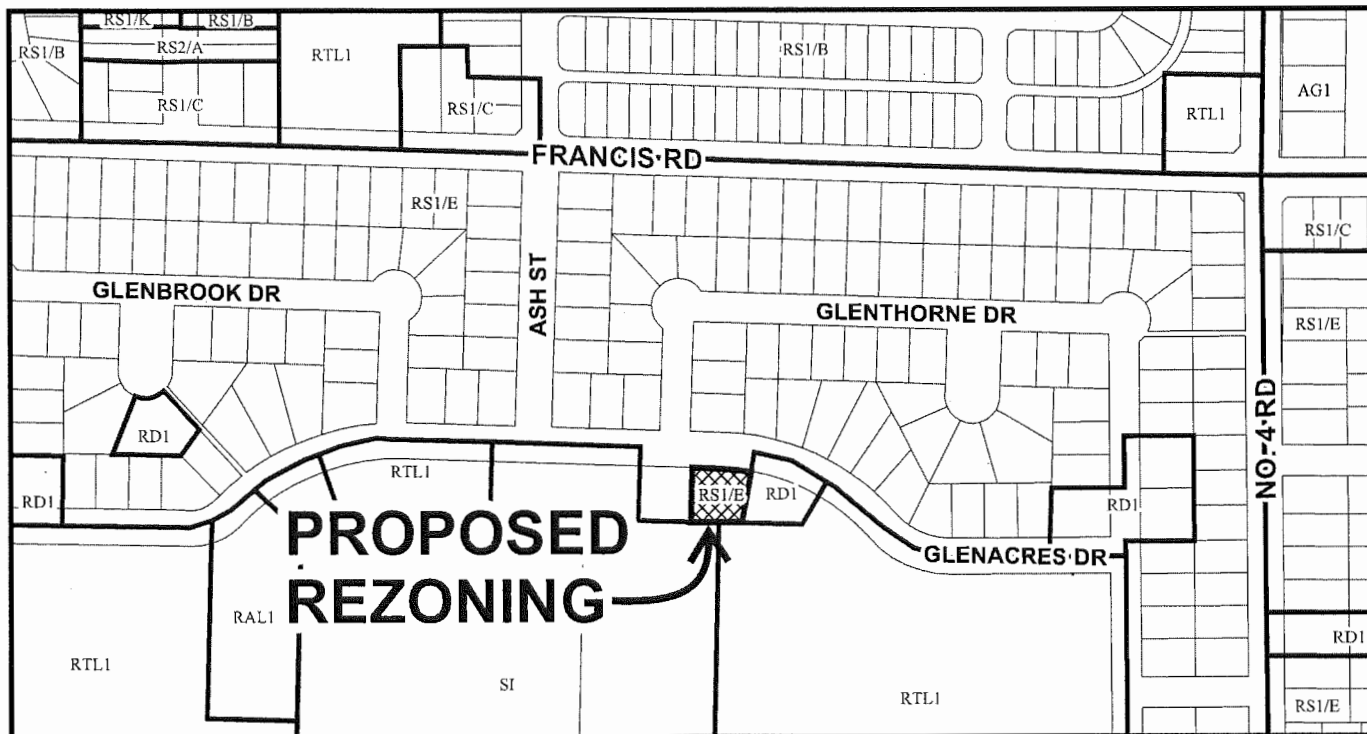
Attachment 4: Broadmoor Area OCP Land Use Map

Attachment 5: Rezoning Considerations



City of Richmond

ATTACHMENT 1



RZ 17-772629

Original Date: 06/12/17

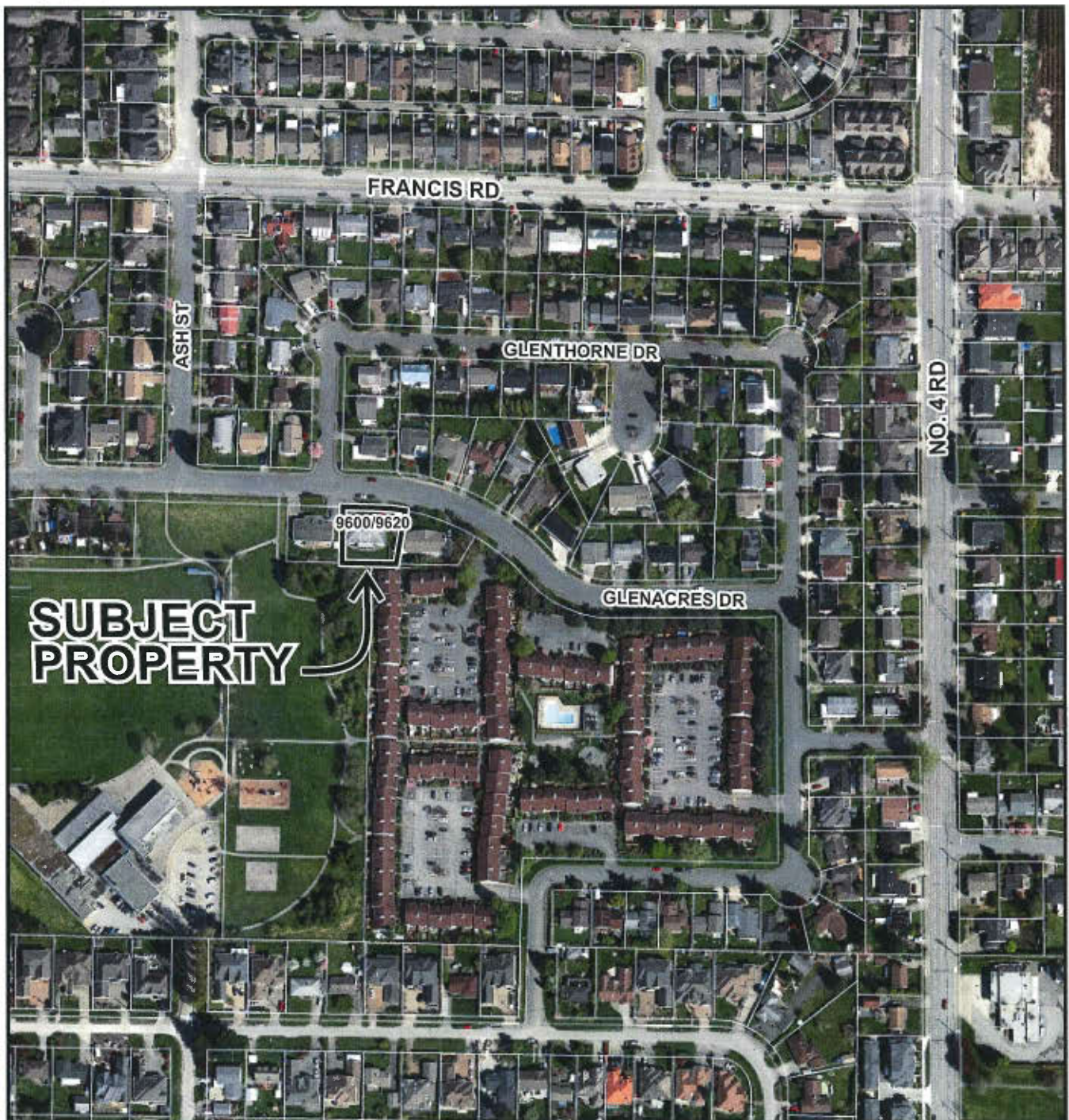
Revision Date:

Note: Dimensions are in METRES

CNCL - 247



City of
Richmond



RZ 17-772629

Original Date: 06/12/17

Revision Date:

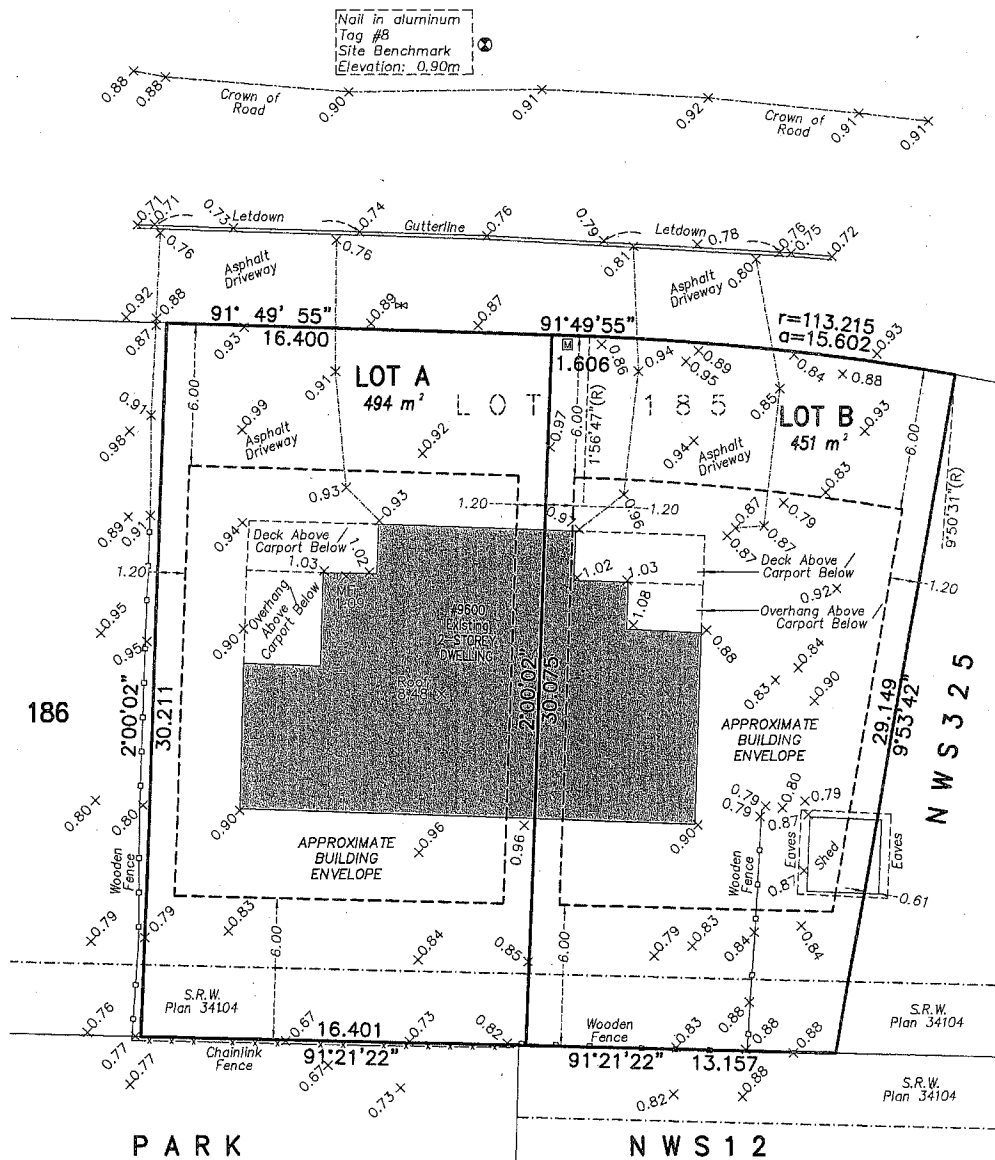
Note: Dimensions are in METRES

CNCL - 248

ATTACHMENT 2

Species	Percentage of total catch (%)
Yellow perch	~12.5
Rock bass	~10.0
White perch	~7.5
Striped bass	~5.0
Bluegill	~2.5
Other species	~1.0

G L E N A C R E S D R I V E



JUNE 16th, 2017.

~~CNCL - 249~~



RZ 17-772629

Attachment 3

Address: 9600/9620 Glenacres Drive

Applicant: KNS Enterprises Ltd.

Planning Area(s): Broadmoor

	Existing	Proposed
Owner(s)	Susan Ann Rose Sobeiski Paul Sobeiski	To be determined
Site Size (m ²)	945 m ²	Lot A: 494 m ² Lot B: 451 m ²
Land Uses	One duplex	Two single-family dwellings
OCP Designation	Neighbourhood Residential	No change
Zoning	Single Detached (RS1/E)	Single Detached (RS2/C)

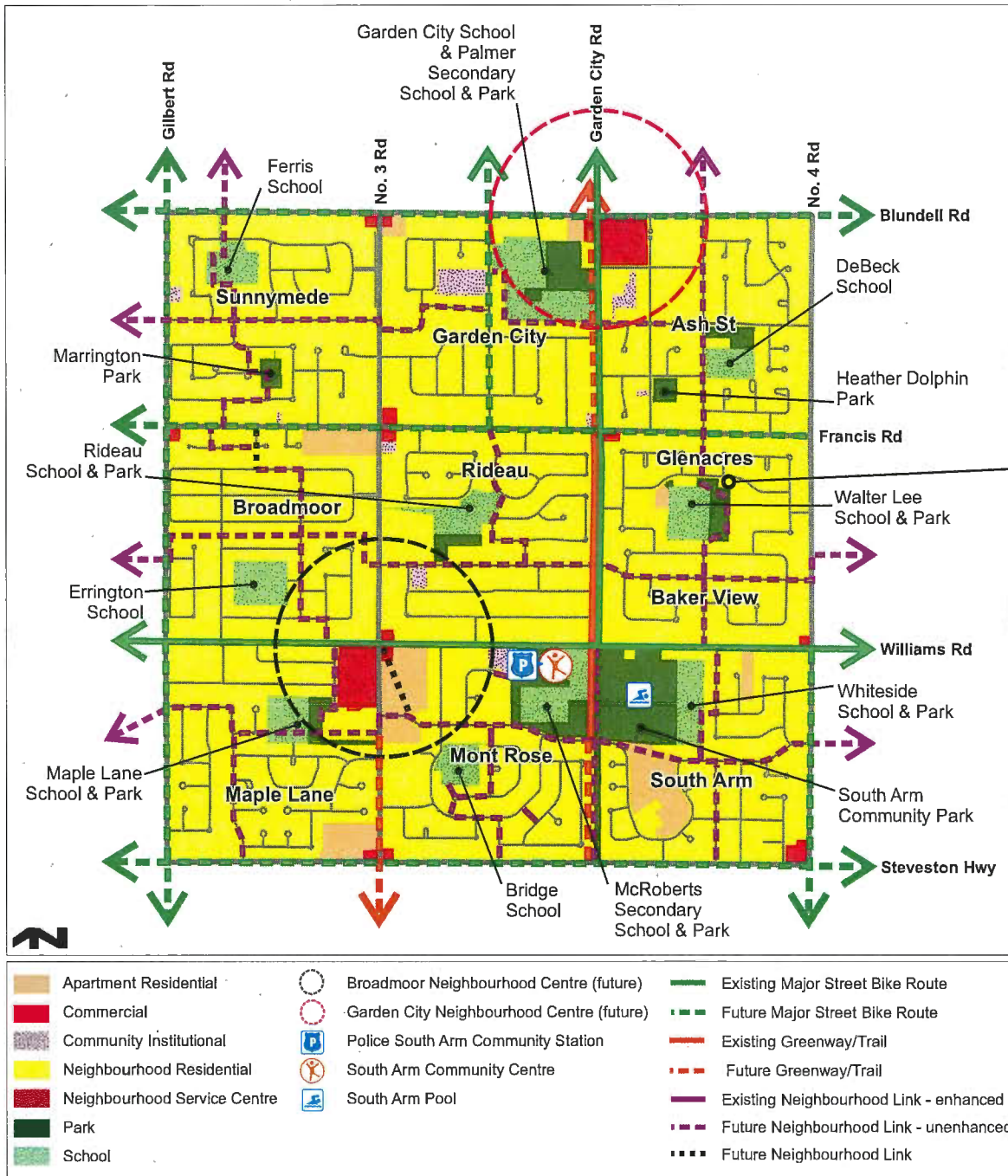
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio	Max. 0.55 for lot area up to 464.5 m ² plus 0.3 for the balance of the lot area	Max. 0.55 for lot area up to 464.5 m ² plus 0.3 for the balance of the lot area	none permitted
Buildable Floor Area (m ²):*	Lot A: Max. 264.33 m ² (2,845.22 ft ²) Lot B: Max. 248.05 m ² (2,669.99 ft ²)	Lot A: Max. 264.33 m ² (2,845.22 ft ²) Lot B: Max. 248.05 m ² (2,669.99 ft ²)	none
Lot Coverage:	Building: Max. 45% Non-porous Surfaces: Max. 70%	Building: Max. 45% Non-porous Surfaces: Max. 70%	none
Lot Size (m ²):	Min. 360.0 m ²	Lot A: 494 m ² Lot B: 451 m ²	none
Lot Dimensions (m):	Width: Min. 13.5 m Depth: 24.0 m	Lot A Width: 16.4 m Lot A Depth: 30.2 m Lot B Width: 14.4 m Lot B Depth: 29.6	none
Setbacks (m):	Front: Min. 6.0 m Side: Min. 1.2 m Rear: Min. 20% of lot depth for up to 60% of principal dwelling, 25% of lot depth for remainder, up to 10.7 m	Front: Min. 6.0 m Side: Min. 1.2 m Rear: Min. 6.0 m for up to 60% of principal dwelling, 7.5 m for remainder	none
Height (m):	Max. 9.0 m	Max. 9.0 m	none

Other: Tree replacement compensation required for loss of bylaw-sized trees.

* Preliminary estimate; not inclusive of garage; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.



6. Broadmoor





**City of
Richmond**

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

Address: 9600/9620 Glenacres Drive

File No.: RZ 17-772629

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9765, the developer is required to complete the following:

1. Submission of a Landscape Security in the amount of \$2,000 (\$500/tree) to ensure that a total of two new trees are planted and maintained on each lot proposed, for a total of four trees (minimum 6 cm deciduous caliper or 3.5 m high conifers).
2. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
3. Registration of a flood indemnity covenant on Title.
4. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on each of the two future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.

Prior to Demolition Permit* issuance, the developer must complete the following requirements:

1. Installation of appropriate tree protection fencing around all boulevard landscaping to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.

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

1. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

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

1. Complete the required site servicing works and off-site improvements through a City work order or Servicing Agreement*. Works include, but may not be limited to, the following:

Water Works:

- Using the OCP Model, there is 211.0 L/s of water available at 20 psi residual at the hydrant located at the north east corner of 9600 Glenacres Drive. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.
- At the Developer's cost, the Developer is required to:
 - Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for onsite fire protection. Calculations must

be signed and sealed by a Professional Engineer and be based on Building Permit designs at Building Permit stage.

- Retain existing 25 mm water service connection at the north east corner of the lot.
- At the Developer's cost, the City will:
 - Install a water service connection off of the existing 200 mm PVC watermain on Glenacres Drive, complete with water meter.

Storm Sewer Works:

- At the Developer's cost, the City will:
 - Cut, cap, and remove the existing storm service connection at the northeast corner of the subject site .The existing inspection chamber (STIC41013) shall be retained to serve 9640 Glenacres Drive.
 - Install a new storm service connection at the adjoining property line of the 2 newly created lots, complete with inspection chamber, off of the existing storm sewer along Glenacres Drive.

Sanitary Sewer Works:

- At the Developer's cost, the Developer is required to:
 - Not start on-site foundation construction prior to completion of rear yard sanitary works by City crews.
- At the Developer's cost, the City will:
 - Cut, cap, and remove the existing sanitary service connection at the southeast corner of the subject site (SCON10492). The existing sanitary inspection chamber (SIC12195) shall be retained to serve 9640 Glenacres Drive.
 - Install a new sanitary service connection at the adjoining property line of the two newly created lots, complete with inspection chamber, off of the existing sanitary main along the south property line.

Frontage Improvements:

- The Developer is required to:
 - Coordinate with BC Hydro, Telus and other private communication service providers:
 - o When relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - o To determine if above ground structures are required and coordinate their locations (e.g. Vista, PMT, LPT, Shaw cabinets, Telus Kiosks, etc.). These should be located on-site.
 - Remove and replace the concrete curb, gutter, and driveway let downs, as required.
 - Pay, in keeping with the Subdivision and Development Bylaw No. 8751, a \$9,120 cash-in-lieu contribution for the design and construction of frontage upgrades as set out below:

o Concrete Sidewalk (EP.0642)	\$6,400.00
o Boulevard Landscape/Trees (EP.0647)	\$2,720.00

General Items:

- The Developer is required to:
 - Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

- Not encroach into the existing SRW with proposed trees, non-removable fencing, or other non-removable structures.

Note:

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

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

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

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

Signed

Date



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9765 (RZ 17-772629)
9600/9620 Glenacres Drive**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"SINGLE DETACHED (RS2/C)"**.

P.I.D. 003-946-258

Lot 185 Section 27 Block 4 North Range 6 West New Westminster District Plan 34103

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9765"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED By
APPROVED by Director or Solicitor BK



Emergency Management Organization Establishment Bylaw No. 9232

The Council of the City of Richmond enacts as follows:

PART ONE: EMERGENCY MANAGEMENT ORGANIZATION

1.1 Establishment

1.1.1 For the purposes of the **Emergency Program Act (Act)**, an Emergency Management Organization for the **City** is hereby established and shall comprise of:

- (a) the Emergency Planning Committee; and
- (b) the Emergency Operations Committee.

PART TWO: EMERGENCY PLANNING COMMITTEE

2.1 Duties and Responsibilities

2.1.1 The Emergency Planning Committee is responsible for providing policy guidance and direction on **emergency** and **disaster** management matters for the **City**, including:

- (a) preparing the **emergency plan**;
- (b) periodically reviewing and updating the **emergency plan**;
- (c) making and amending rules for regulating the practices and procedures of the Emergency Management Organization;
- (d) providing training and conducting exercises for potential **emergencies** or **disasters**;
- (e) arranging periodic meetings with the Emergency Operations Committee;
- (f) annually submitting to **Council** a budget for the maintenance of the Emergency Management Organization;
- (g) subject to **Council** approval, negotiating agreements:
 - (i) with other municipalities or governments for the purpose of mutual aid; and
 - (ii) with non-government organizations for resources and services that may be needed during an **emergency** or **disaster**; and
- (h) such other similar matters as directed or recommended from time-to-time by the Chair of the Emergency Planning Committee.

2.2 Composition of Emergency Planning Committee

2.2.1 The Emergency Planning Committee shall consist of the following persons or their designates:

- (a) **General Manager, Community Safety;**
- (b) **Fire Chief;**
- (c) **Officer in Charge;**
- (d) **Senior Manager, Community Safety, Policy and Programs;**
- (e) **Manager, Emergency Programs;**
- (f) **Risk Manager; and**
- (g) **Manager, Purchasing.**

2.2.2 The **Chief Administrative Officer**, or his or her designate, shall be the Chair of the Emergency Planning Committee.

2.2.3 In addition to the members of the Emergency Planning Committee appointed by section 2.2.1 of this bylaw, the following organizations may be invited by the Chair to nominate representatives to serve as members of the Emergency Planning Committee:

- (a) Richmond School District No. 38;
- (b) British Columbia Ambulance Service;
- (c) Vancouver Coastal Health Authority; and
- (d) such other organizations as recommended by the Chair of the Emergency Planning Committee.

PART THREE: EMERGENCY OPERATIONS COMMITTEE

3.1 Duties and Responsibilities

3.1.1 The Emergency Operations Committee is responsible for implementing the **emergency plan** during an **emergency** or **disaster** that affects the **City**.

3.1.2 Whether or not a **declaration of a state of local emergency** has been made, the Emergency Operations Committee may implement all or parts of the **emergency plan** and assume the duties and responsibilities of coordinating and directing the **City's** operations in response to an **emergency** or **disaster** that affects the **City**.

3.2 Composition of Emergency Operations Committee

3.2.1 The Emergency Operations Committee shall consist of the following persons or their designates:

- (a) **Chief Administrative Officer;**

- (b) **Deputy Chief Administrative Officer;**
- (c) **all General Managers;**
- (d) **Fire Chief;**
- (e) **Officer in Charge;**
- (f) **City Solicitor;**
- (g) **Corporate Officer;**
- (h) **Medical Health Officer;**
- (i) **Director, Corporate Communications and Marketing; and**
- (j) **Manager, Emergency Programs.**

3.2.2 The **Chief Administrative Officer** shall be the Chair of the Emergency Operations Committee. In the absence of the **Chief Administrative Officer**, the **Deputy Chief Administrative Officer** shall be the Chair of the Emergency Operations Committee.

3.2.3 Notwithstanding the composition of the Emergency Operations Committee in section 3.2.1, the Chair may determine the required composition for each response to an **emergency** or **disaster**, depending on the nature and extent of the **emergency** or **disaster**.

3.3 Expenditures During a Declaration of State of Local Emergency

3.3.1 During the period of a **declaration of state of local emergency**, the following members of the Emergency Operations Committee are delegated the following spending authority in respect to response to the **emergency** or **disaster**:

- (a) the following groups of persons, or their respective designates, have the authority to authorise spending on behalf of the City up to and including \$1,000,000, in order of availability:
 - (i) the **Chief Administrative Officer, General Manager, Finance and Corporate Services** and One Additional **General Manager**; then
 - (ii) the **Chief Administrative Officer** and One **General Manager**; then
 - (iii) the **Deputy Chief Administrative Officer**, and One **General Manager**; then
 - (iv) the **General Manager, Finance and Corporate Services** and One **General Manager**; then
 - (v) a minimum of any two **General Managers**.
- (b) the following groups of persons, or their respective designates, have the authority to authorise spending on behalf of the City in excess of \$1,000,001, in order of availability:
 - (i) the **Chief Administrative Officer** together with the **Deputy Chief Administrative Officer**; then

- (ii) the **Chief Administrative Officer** or his or her designate together with the designate of the **Deputy Chief Administrative Officer**; then
 - (iii) the **Chief Administrative Officer** or his or her designate, together with any **General Manager** or their designates; then
 - (iv) the **Deputy Chief Administrative Officer**, or his or her designate, together with any **General Manager** or their designates.
- 3.3.2 The authorities set-out in section 3.3.1 of this bylaw include the authority for the delegated persons to award bids and execute agreements and legal instruments in respect to the authorized spending.
- 3.3.3 As soon as practicable after the cancellation of a **declaration of a state of local emergency**, the **General Manager, Finance and Corporate Services**, shall report to **Council** in respect to any expenditures made during the **declaration of state of local emergency** that is not included in the **City's** financial plan.

PART FOUR: INTERPRETATION

4.1 In this bylaw, unless the context requires otherwise:

ACT	means the <i>Emergency Program Act</i> , RSBC 1996, c 111, as amended or replaced from time to time;
COMMUNITY CHARTER	means the <i>Community Charter</i> , SBC 2003, c 26 and all amendments thereto;
CHIEF ADMINISTRATIVE OFFICER	means the person appointed by Council to the position of Chief Administrative Officer pursuant to section 147 of the Community Charter and includes his or her designate;
CITY	means the City of Richmond;
CITY SOLICITOR	means the person appointed as the head of the City's Law Department and includes his or her designate;
CORPORATE OFFICER	means the person appointed by Council and assigned responsibility for corporate administration of the City under section 148 of the Community Charter and includes his or her designate;
COUNCIL	means the Council of the City ;
DECLARATION OF STATE OF LOCAL EMERGENCY	means a declaration by the Council or the Mayor of the City under section 12(1) of the Act ;
DEPUTY CHIEF ADMINISTRATIVE OFFICER	means the person appointed to be the City's Deputy Chief Administrative Officer and includes his or her designate;

**DIRECTOR, CORPORATE
COMMUNICATIONS &
MARKETING**

means the **City's** Director, Corporate Communications and Marketing and includes his or her designate

DISASTER

means a calamity that:

- (a) is caused by accident, fire, explosion or technical failure or by the forces of nature; and
- (b) has resulted in serious harm to the health, safety or welfare of people, or in widespread damage to property;

EMERGENCY

means a present or imminent event or circumstance that:

- (a) is caused by accident, fire, explosion, technical failure or the forces of nature; and
- (b) requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of a person or to limit damage to property;

EMERGENCY PLAN

means the local emergency plan, prepared under section 6(2) of the **Act**, for the **City**;

FIRE CHIEF

means the head of the **City's** Fire - Rescue Department and includes his or her designate;

GENERAL MANAGERS

means the persons appointed to be **City's** General Managers and includes their designates;

**GENERAL MANAGER,
FINANCE AND
CORPORATE SERVICES**

means the person appointed to be the **City's** General Manager, Finance and Corporate Services and includes his or her designate;

**GENERAL MANAGER,
COMMUNITY SAFETY**

means the person appointed to be the **City's** General Manager, Community Safety and includes his or her designate;

**GENERAL MANAGER,
ENGINEERING AND PUBLIC
WORKS**

means the person appointed to be the **City's** General Manager, Engineering and Public Works and includes his or her designate;

**MANAGER, EMERGENCY
PROGRAMS**

means the **City's** Manager Emergency Programs and includes his or her designate;

MANAGER, PURCHASING	means the City's Purchasing Manager and includes or his or her designate;
MEDICAL HEALTH OFFICER	means the Medical Health Officer appointed under the <i>Public Health Act</i> , SBC 2008, c. 28 to act within the City and includes his or her designate;
OFFICER IN CHARGE	means the person appointed to be the Officer in Charge of the Police with responsibility for jurisdiction of Richmond or his or her designate;
RISK MANAGER	means the City's Risk Manager and includes his or her designate; and
SENIOR MANAGER, COMMUNITY SAFETY, POLICY AND PROGRAMS	means the City's Senior Manager, Community Safety, Policy and Programs and includes his or her designate;

PART FIVE: PREVIOUS BYLAW REPEAL

5.1 Emergency Management Organization Establishment Bylaw No. 7898 is hereby repealed.

PART SIX: SEVERABILITY AND CITATION

- 6.1 If any part, section, sub-section, clause, or sub-clause of this bylaw is, for any reason, held to be invalid by the decision of a Court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.
- 6.2 This bylaw is cited as "**Emergency Management Organization Establishment Bylaw No. 9232**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

SEP 25 2017

SEP 25 2017

SEP 25 2017

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

MAYOR_____
CORPORATE OFFICER



**Business Regulation Bylaw No. 7538
Amendment Bylaw No. 9743**

The Council of the City of Richmond enacts as follows:

1. That Business Regulation Bylaw No. 7538, as amended, is further amended by removing the following address in Schedule A item 1.

Civic Address	Civic Number	Original Bylaw Reference
1. Alderbridge Way	7951 Unit 140	7147

And adding the following in Schedule A item 1.

Civic Address	Civic Number	Original Bylaw Reference
1. Cambie Road	8181 Unit 1000	9743

2. This Bylaw is cited as "Business Regulation Bylaw No.7538, Amendment Bylaw No. 9743".

FIRST READING

SEP 11 2017

SECOND READING

SEP 11 2017

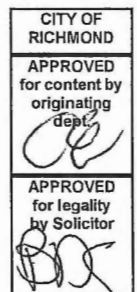
THIRD READING

SEP 11 2017

LEGAL REQUIREMENTS SATISFIED

SEP 15 2017 SEP 22 2017

ADOPTED



MAYOR

CORPORATE OFFICER



**Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551,
Amendment Bylaw No. 9751**

The Council of the City of Richmond enacts as follows:

1. Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551, as amended, is further amended at Section 1.1.1 by inserting the following and new subsection 1.1.1(c) and renumbering the remaining subsections:

“(c) ensure that no **groundwater** originating from such **property owner’s** property is discharged into the **City drainage system** or the **City sanitary sewer** system, unless otherwise permitted by the **General Manager of Engineering & Public Works**; and”.

2. Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551, as amended, is further amended at Section 5.1 by inserting the following definition in alphabetical order:

“**GROUNDWATER** means water found beneath the surface of the ground.”.

3. This Bylaw is cited as “**Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551, Amendment Bylaw No. 9751**”.

FIRST READING

SEP 25 2017

SECOND READING

SEP 25 2017

THIRD READING

SEP 25 2017

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED
for content by originating Division

APPROVED for legality by Solicitor




**Richmond Zoning Bylaw 8500
Amendment Bylaw 9664 (RZ 16-734667)
8140/8160 Lundy Road**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"SINGLE DETACHED (RS2/C)"**.

P.I.D. 017-097-479

Strata Lot 1 Section 21 Block 4 North Range 6 West New Westminster District Strata Plan NWS3444 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form 1

P.I.D. 017-097-487

Strata Lot 2 Section 21 Block 4 North Range 6 West New Westminster District Strata Plan NWS3444 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form 1

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9664"**.

FIRST READING

JAN 23 2017

A PUBLIC HEARING WAS HELD ON

FEB 20 2017

SECOND READING

FEB 20 2017

THIRD READING

FEB 20 2017

OTHER CONDITIONS SATISFIED

SEP 27 2017

ADOPTED

MAYOR

CORPORATE OFFICER

