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**City Council  
Electronic Meeting**

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

**Tuesday, October 10, 2023  
7:00 p.m.**

Pg. #      ITEM

**MINUTES**

1. ***Motion to:***

- |                |  |
|----------------|--|
| <b>CNCL-10</b> | (1) <i>adopt the <b>minutes</b> of the Regular Council meeting held on September 25, 2023; and</i>       |
| <b>CNCL-19</b> | (2) <i>receive for information the Metro Vancouver <b>'Board in Brief'</b> dated September 29, 2023.</i> |



**AGENDA ADDITIONS & DELETIONS**

**PRESENTATION**

Presentation - Harold Steves

## COMMITTEE OF THE WHOLE

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

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3. Delegations from the floor on Agenda items.

**PLEASE NOTE THAT FOR LEGAL REASONS, DELEGATIONS ARE NOT PERMITTED ON ZONING OR OCP AMENDMENT BYLAWS WHICH ARE TO BE ADOPTED OR ON DEVELOPMENT PERMITS/DEVELOPMENT VARIANCE PERMITS – ITEM NO. 17.**

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
- Blue Cabin Floating Artist Residency Term Extension at Imperial Landing
- Community Wayfinding Strategy Guiding Principles
- City Centre DEU Bylaw No. 9895 Amendment Bylaw No. 10473
- Permissive Property Tax Exemption (2024) Bylaw No. 10476
- Amendments To The Consolidated 5 Year Financial Plan (2023-2027) Bylaw No. 10429



## Council Agenda – Tuesday, October 10, 2023

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- Land use applications for first reading (to be further considered at the Public Hearing on November 20, 2023):
  - 5471, 5491/5493, 5531, 5551, 5571, 5591, 5595, 5611/5613 Steveston Highway – Rezone from Single Detached (RS1/B)” Zone, “Single Detached (RS1/E)” Zone And “Two-Unit Dwellings (RD1)” Zone To “Medium Density Townhouses (RTM2)” Zone (Interface Architecture Inc. – applicant)
  - 3300 Granville Avenue – Rezone from Single Detached (RS1/E)” Zone To “Single Detached (RS2/B)” Zone (Hari Singh Gill – applicant)
  - 7300 St. Albans Road – Rezone from Single Detached (RS1/E)” Zone To “High Density Townhouses (RTH1)” Zone (Matthew Cheng – applicant)
- Housing Agreement Bylaw No. 10484 To Permit The City Of Richmond To Secure Affordable Units On City-Owned Land At 4831 Steveston Highway As Part Of The Rapid Housing Initiative Partnership

5. *Motion to adopt Items No. 6 through No. 15 by general consent.*



### 6. COMMITTEE MINUTES

*That the minutes of:*

- CNCL-34      (1) *the **Parks, Recreation and Cultural Services Committee** meeting held on September 26, 2023;*
- CNCL-38      (2) *the **Finance Committee** meeting held on October 3, 2023;*
- CNCL-41      (3) *the **General Purposes Committee** meeting held on October 3, 2023; and*
- (4) *the **Planning Committee** meeting held on October 4, 2023; (distributed separately)*
- be received for information.*



## Council Agenda – Tuesday, October 10, 2023

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Consent  
Agenda  
Item

7. **BLUE CABIN FLOATING ARTIST RESIDENCY TERM EXTENSION  
AT IMPERIAL LANDING**

(File Ref. No. 11-7000-09-20-310) (REDMS No. 7315503)

CNCL-45

See Page CNCL-45 for full report

**PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE  
RECOMMENDATION**

*That the Blue Cabin Floating Artist Residency extension request as detailed in the staff report titled, “Blue Cabin Floating Artist Residency Term Extension at Imperial Landing” dated August 17, 2023, from the Director, Arts, Culture and Heritage Services, be endorsed.*



Consent  
Agenda  
Item

8. **COMMUNITY WAYFINDING STRATEGY GUIDING PRINCIPLES**

(File Ref. No. 08-4150-04-06) (REDMS No. 7292432)

CNCL-68

See Page CNCL-68 for full report

**GENERAL PURPOSES COMMITTEE RECOMMENDATION**

- (1) *That the Guiding Principles, as detailed in the staff report titled “Community Wayfinding Strategy Guiding Principles”, dated September 7, 2023, from the Director, Business Services be endorsed; and*
- (2) *That these Guiding Principles be used to inform the strategic direction and actions of the draft Community Wayfinding Strategy.*



Consent  
Agenda  
Item

9. **CITY CENTRE DEU BYLAW NO. 9895 AMENDMENT BYLAW NO.  
10473**

(File Ref. No. 01-0060-20-LIEC1) (REDMS No. 7253727)

CNCL-99

See Page CNCL-99 for full report

**GENERAL PURPOSES COMMITTEE RECOMMENDATION**

*That the City Centre District Energy Utility Bylaw No. 9895, Amendment Bylaw No. 10473 be introduced and given first, second, and third readings.*



## Council Agenda – Tuesday, October 10, 2023

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Consent  
Agenda  
Item

10. **PERMISSIVE PROPERTY TAX EXEMPTION (2024) BYLAW NO. 10476**

(File Ref. No. 03-0925-02-01) (REDMS No. 7257817)

CNCL-106

[See Page CNCL-106 for full report](#)

FINANCE COMMITTEE RECOMMENDATION

*That Permissive Property Tax Exemption (2024) Bylaw No. 10476 be introduced and given first, second and third readings.*



Consent  
Agenda  
Item

11. **AMENDMENTS TO THE CONSOLIDATED 5 YEAR FINANCIAL PLAN (2023-2027) BYLAW NO. 10429**

(File Ref. No. 03-0975-01) (REDMS No. 7318574)

CNCL-144

[See Page CNCL-144 for full report](#)

FINANCE COMMITTEE RECOMMENDATION

*That the Consolidated 5 Year Financial Plan (2023-2027) Bylaw No. 10429, Amendment Bylaw No. 10492, which incorporates and puts into effect the changes as outlined in the staff report titled “Amendments to the Consolidated 5 Year Financial Plan (2023-2027) Bylaw No. 10429” dated September 15, 2023, from the General Manager, Finance and Corporate Services, be introduced and given first, second and third readings.*



Consent  
Agenda  
Item

12. **APPLICATION BY INTERFACE ARCHITECTURE INC. FOR REZONING AT 5471, 5491/5493, 5531, 5551, 5571, 5591, 5595, 5611/5613 STEVESTON HIGHWAY FROM “SINGLE DETACHED (RS1/B)” ZONE, “SINGLE DETACHED (RS1/E)” ZONE AND “TWO-UNIT DWELLINGS (RD1)” ZONE TO “MEDIUM DENSITY TOWNHOUSES (RTM2)” ZONE**

(File Ref. No. RZ 21-939470) (REDMS No. 7353646)

CNCL-166

[See Page CNCL-166 for full report](#)

PLANNING COMMITTEE RECOMMENDATION

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10496, for the rezoning of 5471, 5491/5493, 5531, 5551, 5571, 5591, 5595, 5611/5613 Steveston Highway from “Single Detached (RS1/B)” zone, “Single Detached (RS1/E)” zone and “Two-Unit Dwellings (RD1)” zone to the “Medium Density Townhouses (RTM2)” zone, be introduced and given first reading.*



## Council Agenda – Tuesday, October 10, 2023

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Consent  
Agenda  
Item

13. **APPLICATION BY HARI SINGH GILL FOR REZONING AT 3300 GRANVILLE AVENUE FROM "SINGLE DETACHED (RS1/E)" ZONE TO "SINGLE DETACHED (RS2/B)" ZONE**

(File Ref. No. RZ 22-026766) (REDMS No. 7349270)

CNCL-224

See Page CNCL-224 for full report

### PLANNING COMMITTEE RECOMMENDATION

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10495, for the rezoning of 3300 Granville Avenue from "Single Detached (RS1/E)" zone to "Single Detached (RS2/B)" zone, be introduced and given first reading.*

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Consent  
Agenda  
Item

14. **APPLICATION BY MATTHEW CHENG FOR REZONING AT 7300 ST. ALBANS ROAD FROM "SINGLE DETACHED (RS1/E)" ZONE TO "HIGH DENSITY TOWNHOUSES (RTH1)" ZONE**

(File Ref. No. RZ 21-943417) (REDMS No. 7346869)

CNCL-243

See Page CNCL-243 for full report

### PLANNING COMMITTEE RECOMMENDATION

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10494, for the rezoning of 7300 St. Albans Road from "Single Detached (RS1/E)" zone to "High Density Townhouses (RTH1)" zone, be introduced and given first reading.*

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## Council Agenda – Tuesday, October 10, 2023

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Consent  
Agenda  
Item

15. **HOUSING AGREEMENT BYLAW NO. 10484 TO PERMIT THE CITY OF RICHMOND TO SECURE AFFORDABLE UNITS ON CITY-OWNED LAND AT 4831 STEVESTON HIGHWAY AS PART OF THE RAPID HOUSING INITIATIVE PARTNERSHIP**

(File Ref. No. 08-4057-05) (REDMS No. 7349260)

CNCL-270

See Page CNCL-270 for full report

### PLANNING COMMITTEE RECOMMENDATION

*That Housing Agreement (4831 Steveston Highway) Bylaw No. 10484 to permit the City to enter into a Housing Agreement substantially in the form attached hereto, in accordance with the requirements of Section 483 of the Local Government Act, to secure the affordable housing units required by Rezoning Application RZ 23-018081, be introduced and given first, second, and third readings.*



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### CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

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### NON-CONSENT AGENDA ITEMS

FINANCE COMMITTEE

Mayor Malcolm D. Brodie, Chair

16. **CONSOLIDATED FEES BYLAW NO. 8636, AMENDMENT BYLAW NO.10486**

(File Ref. No. 03-0925-02-04) (REDMS No. 7330871)\

CNCL-300

See Page CNCL-300 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed: Cllr. Wolfe

*That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10486 be introduced and given first, second and third readings.*



PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAW FOR 2<sup>nd</sup> and 3<sup>rd</sup> READING

CNCL-357

Building Regulation Bylaw 7230, Amendment **Bylaw No. 10467**  
(Energy Step Code Requirements)

Opposed at 1<sup>st</sup> Readings – None.

BYLAWS FOR ADOPTION

## Council Agenda – Tuesday, October 10, 2023

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**CNCL-361**      Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 10271**  
Opposed at 1<sup>st</sup> Reading – Cllrs. Day, Steves and Wolfe.  
Opposed at 2<sup>nd</sup>/3<sup>rd</sup> Readings – Cllrs. Day, Steves and Wolfe.

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**CNCL-367**      Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 10415**  
(10331/10333 Bird Road, RZ 20-011049)  
Opposed at 1<sup>st</sup> Reading – Cllr. Wolfe  
Opposed at 2<sup>nd</sup>/3<sup>rd</sup> Readings – Cllrs. Day, Gillanders and Wolfe

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### DEVELOPMENT PERMIT PANEL

#### 17. RECOMMENDATION

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

- CNCL-369**      (1)    *That the **minutes** of the Development Permit Panel meeting held on September 27, 2023, and the **Chair's report** for the Development*
- CNCL-452**      *Permit Panel meetings held on October 27, 2021, be received for information; and*
- (2)    *That the recommendations of the Panel to authorize the issuance of (DP 19-881158) for the property located at 9340 General Currie Road, be endorsed and the Permit so issued.*

☐

### ADJOURNMENT

☐



**Regular Council**

**Monday, September 25, 2023**

Place: Council Chambers  
Richmond City Hall

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

Corporate Officer – Claudia Jesson

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

RES NO.    ITEM

**MINUTES**

- R23/16-1    1.    It was moved and seconded  
*That the minutes of the Regular Council meeting held on September 11, 2023, be adopted as circulated*

**CARRIED**





**Regular Council**  
**Monday, September 25, 2023**

**COMMITTEE OF THE WHOLE**

- R23/16-2    2.    It was moved and seconded  
*That Council resolve into Committee of the Whole to hear delegations on agenda items (7:01 p.m.).*

**CARRIED**

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

- R23/16-3    4.    It was moved and seconded  
*That Committee rise and report (7:02 p.m.).*

**CARRIED**

**CONSENT AGENDA**

- R23/16-4    5.    It was moved and seconded  
*That Items No. 6, No. 7, No. 9, and No. 11 through No. 14 be adopted by general consent.*

**CARRIED**

6.    **COMMITTEE MINUTES**

*That the minutes of:*

- (1) the Community Safety Committee meeting held on September 12, 2023;*
- (2) the Planning Committee meeting held on September 13, 2023;*
- (3) the Public Works and Transportation Committee meeting held on September 13, 2023; and*
- (4) the General Purposes Committee meeting held on September 18, 2023;*

*be received for information.*

**ADOPTED ON CONSENT**

2.



**Regular Council**  
**Monday, September 25, 2023**

**7. APPLICATION BY LUNG DESIGNS LTD. FOR REZONING AT 7560 ASH STREET FROM “SINGLE FAMILY (RS1/F)” ZONE TO “SINGLE FAMILY (RS2/E)” ZONE**

(File Ref. No. 12-8060-20-010491, RZ 22-021110) (REDMS No. 7065366, 3218459, 7341578, 7065366)

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10491, for the rezoning of 7560 Ash Street from the “Single Family (RS1/F)” zone to the “Single Family (RS2/E)” zone, be introduced and given first reading.*

**ADOPTED ON CONSENT**

**8. APPLICATION BY GURJIT POONI FOR REZONING AT 9371 DOLPHIN AVENUE FROM “SINGLE DETACHED RS1/B” ZONE TO “SINGLE DETACHED (RS2/K)” ZONE**

(File Ref. No. 12-8060-20-010485, RZ 23-014545) (REDMS No. 7278914, 7011173, 7322207, 7278914)

See Page 7 for action on this matter.

**9. CHILD CARE STRATEGY GUIDING PRINCIPLES**

(File Ref. No. 07-3070-04) (REDMS No. 7250888)

- (1) That the guiding principles detailed in the staff report titled “Child Care Strategy Guiding Principles”, dated August 28, 2023, from the Director, Community Social Development, be endorsed; and*
- (2) That the guiding principles be used to inform the strategic directions and actions of the draft Child Care Strategy.*

**ADOPTED ON CONSENT**

**10. HOMELESSNESS STRATEGY 2019–2029: 2022 UPDATE**

(File Ref. No. 08-4057-11-03) (REDMS No. 7178822, 7117603)

See page 7 for action on this matter.



**Regular Council**  
**Monday, September 25, 2023**

**11. LOCAL GOVERNMENT CLIMATE ACTION PROGRAM (LGCAP)  
YEAR 2 SURVEY REPORT AND 2021 / 2022 CORPORATE  
EMISSION INVENTORIES**

(File Ref. No. 10-6125-05-01) (REDMS No. 7247859)

*That as described in the report titled “Local Government Climate Action Program (LGCAP) Year 2 Survey Report and 2021 / 2022 Corporate Emission Inventories” from the Director, Sustainability and District Energy, dated August 28, 2023:*

- (1) The LGCAP Year 2 Survey Report and Attestation Form be endorsed and posted on the City’s website for public information, in accordance with Provincial requirements;*
- (2) A funding application to the Federation of Canadian Municipalities be submitted in the amount of \$200,000 for undertaking a GHG Reduction Pathway Feasibility Study for civic facilities;*
- (3) The Chief Administrative Officer and General Manager, Engineering and Public Works, be authorized to enter into a funding agreement with Federation of Canadian Municipalities, should the funding agreement be successful; and*
- (4) The Consolidated 5 Year Financial Plan (2023-2027) be amended to include the GHG Emission Pathway Feasibility Study in the amount of \$525,000, which will be funded from the Energy Operating Provision Account for \$325,000 and an additional \$200,000 contingent upon confirmation from the Federation of Canadian Municipalities.*

**ADOPTED ON CONSENT**

**12. CAMBIE ROAD OVERPASS REPAIR**

(File Ref. No. 10-6350-07-10) (REDMS No. 7328755)

*That funding of \$1,400,000 from the MRN Rehabilitation Provision for the Cambie Road Overpass repair be approved and that the Consolidated 5 Year Financial Plan (2023-2027) be amended accordingly, as detailed in the report titled “Cambie Road Overpass Repair” dated August 4, 2023, from the Director, Engineering.*

**ADOPTED ON CONSENT**

4.





**Regular Council**  
**Monday, September 25, 2023**

**13. 2023 ZERO CARBON STEP CODE AND BC ENERGY STEP CODE REQUIREMENTS FOR NEW BUILDINGS**

(File Ref. No. 10-6125-07-02; 12-8060-20-010467) (REDMS No. 7315264, 7341585, 7342449, 7315264)

- (1) *That Building Regulation Bylaw 7230, Amendment Bylaw 10467, which amends Sections 10.1.1 and 16.1 regarding updates to existing BC Energy Step Code and greenhouse gas intensity requirements for Part 9 residential buildings and Part 3 residential, hotel, commercial retail and office buildings, be introduced and given first reading;*
- (2) *That an owner would be permitted to submit a Building Permit application in compliance with prior requirements if:*
  - (a) *A Development Permit was issued by Council prior to adoption of Amendment Bylaw No. 10467; or,*
  - (b) *An in-stream Development Permit application in accordance with existing Zoning Bylaw provisions is issued by Council within one year of the adoption of Amendment Bylaw No. 10467, and an acceptable Building Permit application has also been submitted to the City within this timeframe.*

**ADOPTED ON CONSENT**

**14. BC UTILITIES COMMISSION - REGULATORY EFFICIENCY INITIATIVE INTERVENER REQUEST**

(File Ref. No. 10-6600-10-01) (REDMS No. 7374506)

- (1) *That authorization and approval be given for the City of Richmond to seek Intervener status and exercise full participatory rights, including making submissions, filing evidence, asking questions, and responding in the British Columbia Utilities Commission (BCUC) Regulatory Efficiency Initiative.*



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- (2) *That the City of Richmond, as the sole shareholder of Lulu Island Energy Company Ltd. (LIEC), endorse the decision of LIEC's Board of Directors to seek Intervener status and exercise full participatory rights, including making submissions, filing evidence, asking questions, and responding in the BCUC Regulatory Efficiency Initiative.*
- (3) *That a Letter be sent to the Minister of Environment and Climate Change Strategy, the Minister of Energy, Mines and Low Carbon Innovation and to local Members of the Legislative Assembly, expressing the City's concerns that:*
  - (i) *the BCUC's Regulatory Efficiency Initiative is inadequate in its scale and scope to address the Minister of Energy, Mines and Low Carbon Innovation's mandate to "Work with the BC Utilities Commission to identify an appropriate role for the Commission in supporting B.C.'s clean energy transition, in alignment with our province's climate goals to achieve net zero by 2050 and affordability objectives", as detailed in the report; and,*
  - (ii) *the Minister of Energy, Mines and Low Carbon Innovation appoint an Independent Task Force to review and advise on how BCUC can deliver on the Minister's mandate.*

ADOPTED ON CONSENT



Regular Council  
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CONSIDERATION OF MATTERS REMOVED FROM THE  
CONSENT AGENDA  
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8. **APPLICATION BY GURJIT POONI FOR REZONING AT 9371  
DOLPHIN AVENUE FROM “SINGLE DETACHED RS1/B” ZONE TO  
“SINGLE DETACHED (RS2/K)” ZONE**

(File Ref. No. 12-8060-20-010485, RZ 23-014545) (REDMS No. 7278914, 7011173, 7322207,  
7278914)

R23/16-5

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10485, for the rezoning of 9371 Dolphin Avenue from “Single Detached (RS1/B)” zone to “Single Detached (RS2/K)” zone, be introduced and given first reading.*

**CARRIED**

Opposed: Cllr. Wolfe

10. **HOMELESSNESS STRATEGY 2019–2029: 2022 UPDATE**

(File Ref. No. 08-4057-11-03) (REDMS No. 7178822, 7117603)

Discussion took place on (i) the difference between homeless and homelessness, (ii) goals of the strategy, (iii) examining the issues around homelessness, and (iv) collaborating with various levels of government to accomplish goals.

In response to queries from Council, staff advised that (i) Lu'ma Native Housing Society, provided an update to the Richmond Community Homelessness Table in 2022, on the coordinated access system, which provides standardized procedures for client intake and assessment of need along with a community-wide housing support service database, (ii) the purpose of the current report is to provide an update on the strategy adopted in 2019, and (iii) Fox 80 is a joint task force between RCMP and mental health nurses who can diagnose on scene and commit individuals under the Mental Health Act.





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R23/16-6

It was moved and seconded

- (1) *That the Homelessness Strategy 2019–2029: 2022 Update, as outlined in the staff report titled “Homelessness Strategy 2019–2029: 2022 Update”, dated August 28, 2023, from the Director, Community Social Development, be received for information; and*
- (2) *That the Homelessness Strategy 2019–2029: 2022 Update be distributed to key partners and organizations, local Members of Parliament, local Members of the Legislative Assembly and posted on the City’s website.*

**CARRIED**

Further discussion ensued and as a result the following **motion** was introduced:

R23/16-7

It was moved and seconded

*That a letter be written to the Province to build a modern Riverview Hospital for homeless people to provide proper assessments.*

The question on the motion was not called as discussion took place on obtaining additional detailed background information from staff, and as a result there was agreement from the mover, the seconder and all members present to withdraw the motion, and the motion was **WITHDRAWN**.

**BYLAW FOR ADOPTION**

R23/16-8

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw No. 10273 be adopted.*

**CARRIED**

Opposed: Cllrs. Day  
Gillanders  
Wolfe



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DEVELOPMENT PERMIT PANEL

- R23/16-9    15. It was moved and seconded
- (1) *That the minutes and the Chair's report for the Development Permit Panel meeting held on October 20, 2022, be received for information; and*
  - (2) *That the recommendation of the Panel to authorize the issuance of Development Permit (DP 21-934726) for the property located at 6700 Francis Road, be endorsed and the Permit so issued.*

**CARRIED**

ADJOURNMENT

- R23/16-10    It was moved and seconded  
*That the meeting adjourn (8:07 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the Regular meeting of the Council of the City of Richmond held on Monday, September 25, 2023.

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Mayor (Malcolm D. Brodie)

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Corporate Officer (Claudia Jesson)



**For Metro Vancouver meetings on Friday, September 29, 2023**

*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: [media@metrovancover.org](mailto:media@metrovancover.org).*

**Metro Vancouver Regional District**

**E1.1 Code of Conduct for Elected Officials Policy**

**REFERRED**

On April 28, 2023, the Board directed staff to bring forward a code of conduct based on the *Model Code of Conduct* produced by the Working Group on Responsible Conduct (WGRC). The WGRC is a joint initiative of the Union of BC Municipalities, the Ministry of Community Sport and Cultural Development, and the Local Government Management Association. The establishment of a Code of Conduct is a requirement introduced in the *Community Charter* in June 2022.

The Board referred the Code of Conduct for Elected Officials Policy back to staff for further revisions, including the addition of clauses that address confidentiality, conflict of interest, and accepting gifts, and directed staff to develop a companion procedure document setting out: how complaints will be handled, investigation process, resolution, enforcement, and whistleblower protections.

**E2.1 Appointment of Enforcement Officers**

**APPROVED**

Recent changes in staffing have resulted in a need to update staff appointments as Board-designated officers under the *Air Quality Management Bylaw 1082, 2008*, the *Environmental Management Act*, and the *Offence Act*.

The Board, pursuant to the *Air Quality Management Bylaw* and the *Environmental Management Act*:

- rescinded the appointment of Ana Nic Lochlainn as an officer
- appointed Metro Vancouver employees Jason Assam, Karnjit Bains, Cynthia Barros, Amanda Craft, and Mike Mijares as officers

Furthermore, pursuant to section 28 of the *Offence Act* for the purpose of serving summons for alleged violations under the *Air Quality Management Bylaw*, the Board:

- rescinded the appointment of Ana Nic Lochlainn
- appointed Metro Vancouver employees Jason Assam, Karnjit Bains, Cynthia Barros, and Amanda Craft

## **E2.2 Metro Vancouver's Climate 2050 Agriculture Roadmap**

**APPROVED**

The *Climate 2050 Agriculture Roadmap* is one in a series of 10 *Climate 2050* roadmaps that present a pathway to achieving a carbon-neutral and resilient region by the year 2050. Agriculture in Metro Vancouver contributes approximately four per cent of the region's total GHG emissions from using fertilizer, farm equipment, and fossil natural gas to heat greenhouses. The *Agriculture Roadmap* establishes a target of reducing GHG emissions by 35 per cent, relative to 2010 levels, by 2030. This will be achieved by maximizing carbon sequestration and by implementing the best management practices and technologies available to support powering agricultural operations, equipment, and machinery with clean, renewable energy. The long-term resilience of the region is the biggest climate challenge facing the sector and, therefore, increasing the resilience of local agriculture is a significant focus.

The Board endorsed the *Climate 2050 Agriculture Roadmap* as presented as the initial roadmap to achieve the *Climate 2050* vision, goals, and targets for a net-zero and resilient agricultural sector; directed staff to continue working with member jurisdictions and other partners to implement the actions of said roadmap, and directed staff to update the roadmap, as needed, in response to new information.

## **E2.3 Metro Vancouver Climate 2050 Annual Report 2022/2023**

**RECEIVED**

The Board received for information a report regarding progress toward Metro Vancouver's climate targets, the status of *Climate 2050* roadmap development and implementation of their actions, and project highlights addressing both regional and corporate climate action. The actions in the *Climate 2050* roadmaps are expected to achieve over 80 per cent clean, renewable energy by 2050, but accelerated, scaled-up and coordinated action is needed by Metro Vancouver and others to meet the 2030 and 2050 emissions reduction targets. This annual report highlights projects that have the potential to significantly reduce regional and corporate emissions and improve resilience to climate impacts. Among these, proposed requirements for existing large buildings, the *Driving Down Emissions* initiative for transportation, and various corporate emissions reduction initiatives are critical for meeting Metro Vancouver's climate commitments.

## **E2.4 Initial Engagement Outcomes on Developing GHG Emission Reduction Requirements for Existing Large Buildings**

**RECEIVED**

The Board received a report that provides an update on work to date to develop requirements to reduce greenhouse gas (GHG) emissions from existing large buildings (over 2,322 square metres or 25,000 square feet). Buildings comprise a quarter of the region's GHG emissions, and large buildings make up approximately 35 per cent of this amount, while representing less than two per cent of the region's building stock. Reducing this source of emissions is a priority climate action, and referred to as a "big move" in Metro Vancouver's *Clean Air Plan* and *Climate 2050 Buildings Roadmap*. This action would have the largest impact on reducing GHG emissions from the building sector and address a gap in GHG emission reduction policy for existing buildings across the region.

From June through November 2022, staff engaged with audiences connected to the building sector, focusing on those most likely to comment on, be impacted by, or have a role in reducing emissions from large buildings. Engagement was supported by a discussion paper, which described a proposed approach to develop reporting requirements and GHG emission limits for buildings. There was broad general support for the proposal, but there were also concerns identified. Concerns were related to implementation, financial and affordability implications, and jurisdictional alignment. Staff are developing a regulatory intentions paper with more details that will reflect input heard to date. Later in 2023, staff will seek direction from the Board to use the intentions paper as the basis for a second phase of engagement.

**E2.5 Metro Vancouver's Application to Intervene in the BC Utilities Commission Proceeding Related to BC Hydro's 2021 Integrated Resource Plan**

**RECEIVED**

In December 2021, BC Hydro submitted its *2021 Integrated Resource Plan* to the BC Utilities Commission (BCUC). On July 25, 2023, the BCUC re-scoped this proceeding to focus on BC Hydro's load forecast scenarios and their near-term acquisition of 3,700 gigawatt hours of clean power, and opened the process to late intervenor registration. BC Hydro's demand forecast and energy acquisitions could potentially impact the ability of Metro Vancouver to achieve its greenhouse gas reduction and air quality improvement targets, as it directly relates to the ability of BC Hydro to supply sufficient clean electricity to the region.

Metro Vancouver has applied as a late intervenor in the BCUC proceeding, and is coordinating with member jurisdictions that are also intervenors, to evaluate the potential impacts of BC Hydro's plan on Metro Vancouver's and member jurisdictions' interests. Staff will report back to the Board, through the Climate Action Committee, with an evaluation of BC Hydro's plan for alignment with *Climate 2050*, and seek direction on Metro Vancouver's position.

The Board received the report for information.

**E3.1 Streamlining the Delivery of Rental Housing Through Pre-Approved Plans and Off-Site Construction**

**APPROVED**

There is a significant and urgent need for rental housing in the Metro Vancouver region, and the province as a whole. In recent years, housing delivery (particularly affordable rental housing) has been challenged by unprecedented construction cost escalation, a result of multiple factors including rising interest rates and labour shortages. Exploring new technologies and methods for delivering rental housing such as off-site construction has the potential to drive housing supply, affordability, climate action, and construction sector innovation in the region. The Province, in anticipation of the launch of BC Builds, is seeking municipal partners to advance these efforts in the Metro Vancouver region.

The Board received the report for information and directed staff to send correspondence to member jurisdictions, in an effort to identify municipalities interested in joining a project led by the Province to explore pre-approved building plans and off-site construction to streamline the delivery of rental housing.

**E3.2 Sensitive Ecosystem Inventory 2020 Update - Change Summary**

**RECEIVED**

The Board received for information a report that summarizes the results of the *2020 Sensitive Ecosystem Inventory* (SEI) update, which identifies and maps ecologically important areas in Metro Vancouver as part of *Metro 2050* performance monitoring. Between 2014 and 2020, approximately 900 hectares of sensitive and modified ecosystems were lost due to human activity in the region, with over 600 ha (67 per cent) of that loss occurring within the regional core (the majority of which was “modified” ecosystems). The region experienced significant population growth, economic activity, and development during this period, and although ecosystem loss was not unexpected in areas planned for development, the speed and scale of the loss observed is concerning, given the associated loss of the critical ecosystem services (e.g., carbon storage and sequestration, cooling, floodwater absorption, pollination, recreation, human health benefits) that support community resilience, and the loss of habitat connectivity. The 2020 SEI update supports the urgent need to take collective action toward the *Metro 2050* target to “increase the area of lands protected for nature from 40 to 50 per cent of the region’s land base by the year 2050,” and implement the associated policy actions that seek to protect, enhance, restore, and connect ecosystems.

**E3.3 Regional Coordination on Provincial Housing Initiatives and Targets**

**RECEIVED**

To address housing supply and affordability challenges, the Province of BC has introduced a number of new measures to proactively encourage housing supply and accelerate housing approvals, including legislation that enables the Province to set housing targets for specified municipalities. Metro Vancouver recognizes the potential for regional coordination and collaboration to ensure the most effective implementation of new housing initiatives. This report outlines various options for a regional role given recent and forthcoming provincial policy and regulatory changes, and summarizes input received from the Regional Planning Advisory Committee regarding how Metro Vancouver can best support its members to successfully respond to provincial housing initiatives and targets going forward.

The Board received the report for information.

**E3.4 Metro Vancouver 2040: Shaping our Future – 2022 Annual Performance Monitoring Report**

**RECEIVED**

The *Local Government Act* and *Metro 2040* require the preparation of an annual report on progress towards the *Regional Growth Strategy*’s goals and actions. The 2022 Annual Performance Monitoring Report provides a summary update on the performance measures with relevant annual change and available data. Within the spectrum of 29 performance measures, 25 indicators are either on track or under observation, including directing housing growth to Urban Centres and Frequent Transit Development Areas. However, indicators concerning employment growth in Urban Centres, loss of sensitive ecosystems or modified ecosystems, and reducing regional greenhouse gas emissions require close monitoring. This will be the last report on the performance measure of *Metro 2040* given that it was replaced with the adoption of *Metro 2050* in February 2023.

The Board received the report for information and directed staff to forward a copy to the Province of BC’s Ministry of Municipal Affairs, Local Government Division.

**E4.1 Tree Management on Metro Vancouver Lands – Revised Board Policy**

**APPROVED**

In February 2018, the Board approved a *Tree Management on Metro Vancouver Lands* policy. The policy directed Metro Vancouver to maintain a consistent approach regarding the inspection and management of trees to ensure that its processes are aligned and standardized for risk assessment across all operating departments.

The revised policy aims to continuously improve Metro Vancouver’s tree management practices. Changes include new and revised definitions, an updated policy statement, and the removal of procedure-based language (now that a new set of corporate procedures has been developed to support the policy).

New to the policy is a section that embeds direction regarding tree replacement requirements while managing for hazard trees, or when accommodating new development on Metro Vancouver lands in urban settings. The policy will require that Metro Vancouver replace any trees removed at a minimum replacement ratio of 2:1 or the standard set by the local municipality, whichever is higher.

The Board approved the revised *Tree Management on Metro Vancouver Lands Policy* as presented.

**E5.1 2024 Schedule of Board Meetings**

**RECEIVED**

The Board receive for information the schedule of Board meetings, as follows:

Regular Meeting Dates

- Friday, January 26, 2024
- Friday, February 23, 2024
- Friday, March 22, 2024
- Friday, April 26, 2024
- Friday, May 31, 2024
- Friday, June 28, 2024
- Friday, July 26, 2024
- Friday, September 27, 2024
- Friday, October 25, 2024
- Friday, November 29, 2024
- Friday, December 13, 2024

Special Meeting Dates

- Wednesday, April 17, 2024
- Wednesday, October 16, 2024

All regular meetings are scheduled for 9:00 am, unless otherwise specified on the meeting notice. All regular meetings will take place in the Metro Vancouver Boardroom on the 28th Floor, 4515 Central Boulevard, Burnaby, BC, and may include the simultaneous use of electronic facilities.

**E5.2 2022 General Local Election for Electoral Area A – Notice of Elector Organization  
Deregistration and Candidate Disqualification**

**RECEIVED**

The *Local Elections Campaign Financing Act* requires all elector organizations and candidates in a general local election to file documents by a compliance deadline. During the 2022 General Local Election, Progress Vancouver (elector organization) registered Jonah Gonzales as a candidate for the position of Director, Electoral Area A, Metro Vancouver Regional District. Elections BC notified Metro Vancouver that Progress Vancouver failed to file a supplementary report to address reporting deficiencies by May 29, 2023 as required under the Act, with the result that effective July 4, 2023, Progress Vancouver is deregistered, and candidate Jonah Gonzales is disqualified from being nominated for, elected to, or holding office on a local authority until after the 2026 General Local Elections. Elections BC has opened an investigation of Progress Vancouver's finances and will notify Metro Vancouver of the outcome of the investigation once concluded.

The Board received the report for information.

**G1.1 Board Procedure Bylaw**

**APPROVED**

On April 28, 2023, the Board directed staff to bring forward a new *Procedure Bylaw*. This report presents a new Procedure Bylaw, and includes updates that 1) provide greater procedural clarity, 2) reduce redundancies, 3) facilitate interpretation through the use of plain language, and 4) allow for differentiation between electronic meetings and electronic participation which enables greater flexibility in determining the appropriate format for each meeting.

The Board gave first, second, and third readings to *Procedure Bylaw No. 1368, 2023*, then adopted said bylaw.

**G2.1 Regional Growth Strategy Amendment Bylaw No. 1365 – 23699 and 23737 Fraser  
Highway, Township of Langley**

**APPROVED**

In June 2023, the Board initiated a Type 2 Amendment to *Metro 2050*, the regional growth strategy, and gave first, second, and third readings to *Regional Growth Strategy Amendment Bylaw No. 1365*. The amending bylaw would re-designate the subject properties from Rural to Industrial to permanently allow for industrial uses granted under a temporary use permit, as well as allow for additional industrial uses subject to meeting certain development prerequisites.

As required by the *Local Government Act* and *Metro 2050*, Metro Vancouver notified affected local governments and agencies of the proposed amendment. Eight responses were received from affected local governments and agencies; five expressing no objection, two expressing some concern, but no objection, and one expressing opposition.

The Board received for information the comments from the affected local governments and agencies, then adopted *Regional Growth Strategy Amendment Bylaw No. 1365, 2023*; and accepted the Township of Langley's amended and corresponding Regional Context Statement showing, for the lands located at 23699 and 23737 Fraser Highway, regional land use designation amended from Rural to Industrial.

**E2.2 Regional Growth Strategy Amendment Bylaw No. 1366 – City of Surrey (Fraser Heights)**

**APPROVED**

In June 2023, the Board initiated a Type 3 Amendment to *Metro 2050*, and gave first, second, and third readings to *Regional Growth Strategy Amendment Bylaw No. 1366*. The amending bylaw would re-designate 11420 –157A Street from Industrial to General Urban to accommodate a residential development of 38 single-detached lots on the 10.2-hectare subject site.

As required by the *Local Government Act* and *Metro 2050*, Metro Vancouver notified affected local governments and agencies of the proposed amendment. Responses were received from five affected local governments and agencies, all of which expressed either support or no objection. The City of Surrey expects to submit an amended regional context statement that reflects this application and several other previously approved ones for consideration of acceptance in the near future.

The Board received for information the comments from the affected local governments and agencies, and adopted *Regional Growth Strategy Amendment Bylaw No. 1366, 2023*.

**I 1 Committee Information Items and Delegation Summaries**

The Board received information items and delegation summaries from standing committees.

**Regional Planning Committee – September 8, 2023**

Delegation Summaries:

**3.1 Alex Boston**

Subject: Metro Vancouver Innovation to Market Transformation on Housing Supply & Affordability

Information Items:

**5.6 Invasive Species Best Management Practices – Butterfly Bush and Orange Hawkweed**

Adding to the existing library of technical guidance for priority invasive species, Metro Vancouver has been working with the Invasive Species Council of Metro Vancouver, the City of Burnaby, other member jurisdictions and local experts to continue to produce best management practice guides. The latest set of guides are for Orange Hawkweed and Butterfly Bush. These documents provide information for practitioners about how to identify, track, report, dispose, prevent further spread, and effectively control these species, as well as regulatory requirements, monitoring and restoration tips, references and additional resources. Each guide also describes how these species may adapt as our climate changes, increasing the urgency to proactively control and prevent the spread of these invasive plants. An accompanying one-page fact sheet for each invasive species has been created to raise public awareness.

### **5.7 Regional Food System Strategy Update – Scope of Work**

A sustainable food system that meets the needs of the region is one that supports ongoing profitability in the food sector, addresses inequities in food access, and is resilient and capable of recovering from unforeseen setbacks and short-term crises. A healthy food system also improves the well-being of individuals and reduces the stress on the health care system through better local food choices and eating habits.

Food systems are complex and dynamic and represent an inter-dependent range of industries that regularly evolve in the face of changing economic forces, environmental constraints, and community priorities. During the preparation of the *Climate 2050 Agriculture Roadmap*, several issues of concern were identified that are better addressed under a food system model (e.g. food insecurity increases during the global pandemic; the direct connection between climate change and food security; Indigenous food sovereignty; and supporting a circular food waste system). *Metro Vancouver's Regional Food System Strategy* was completed in 2011, and therefore an update is needed to address these and other emerging issues of concern related to food security for the region.

### **5.8 2023 Inventory of Licensed Child Care Spaces and Policies in Metro Vancouver – Scope of Work**

Every four years Metro Vancouver prepares an inventory of licensed child care spaces and policies to track changes and trends in the provision of child care in Metro Vancouver. Since the 2019 inventory was completed, significant progress has been made with the launch of the ChildCareBC program in 2018, which has resulted in enhancing the number of child care spaces, reducing the cost of child care for families, and supporting the early childhood educator work force. The 2023 update to the *Inventory of Licensed Child Care Spaces and Policies* in Metro Vancouver will capture the changes in the provision of child care since 2019 and is intended to support member jurisdictions in planning for child care and help build more complete communities.

### **Finance Committee – September 14, 2023**

Information Items:

#### **5.2 Treasury Report – April 1, 2023 to June 30, 2023**

The *Corporate Investment Policy* requires that the committee receive an investment update at least three times per year. To align with industry practices, Finance changed the reporting cycle to quarterly in 2022. This report provides the investment results for the second quarter ending June 30, 2023.

The annualized investment returns for Metro Vancouver at June 30, 2023 were 4.88 per cent for short-term, 3.02 per cent for long-term, and 3.28 per cent for the cultural reserve fund. Due to timing of long-term maturities, investment performance slightly lags below benchmarks. Total long-term borrowing for Metro Vancouver Districts for 2023 will be \$100 million (\$65M for GVS&DD and \$35M for GVWD). This is considerably less than the previous forecast due to delays in spending on capital projects.

Inflation has been trending downward for several months with June CPI at 2.8 per cent, compared to its peak at 8.1 per cent in June 2022. The current rate is at the high end of the Bank of Canada's target inflation rate between one and three per cent. To tackle inflation, over the past 18 months, the Bank of Canada increased the overnight lending rate from 0.25 per cent to 4.75 per cent as of June 30, 2023. As inflation rates decrease, there is sentiment that the bank will pause on any further rate increases.



## Greater Vancouver Water District

### E1.1 Tree Management on Metro Vancouver Lands – Revised Board Policy

**APPROVED**

In February 2018, the Board approved a *Tree Management on Metro Vancouver Lands* policy. The policy directed Metro Vancouver to maintain a consistent approach regarding the inspection and management of trees to ensure that its processes are aligned and standardized for risk assessment across all operating departments.

A revised policy aims to continuously improve Metro Vancouver’s tree management practices. Changes include new and revised definitions, an updated policy statement, and the removal of procedure based language (now that a new set of corporate procedures has been developed to support the policy).

New to the policy is a section that embeds direction regarding tree replacement requirements while managing for hazard trees, or when accommodating new development on Metro Vancouver lands in urban settings. The policy will require that Metro Vancouver replace any trees removed at a minimum replacement ratio of 2:1 or the standard set by the local municipality, whichever is higher.

The Board approved the revised *Tree Management on Metro Vancouver Lands Policy* as presented.

### E2.1 Water Supply Update – Stage 2 Restrictions

**RECEIVED**

The Board received a report on the state of the regional water supply, water use trends in the high-demand season and the effects of the activation of Stage 2 water restrictions of the *Drinking Water Conservation Plan* on August 4. Regional water consumption data shows that the average day water demand increased steadily from 1.23 billion litres per day (BLD) in May to 1.35 BLD in June and to 1.46 BLD in July. Since the activation of Stage 2 watering restrictions, the average day water demand has slightly reduced to 1.32 BLD in August. During Stage 2 watering restrictions (August 4 to August 31) there were no days with regional water demands over 1.5 BLD compared to 11 days during Stage 1 (May 1 to August 3). However, daily water use patterns in the high season indicated peak water use occurring during early Saturday and Sunday mornings that did not reduce as significantly as expected since the implementation of Stage 2, indicating that lawn watering may still be occurring. Currently, a move to Stage 3 restrictions is not anticipated, but Metro Vancouver staff continue to monitor both supply and demand trends carefully. With increased and sustained enforcement of the lawn watering ban in Stage 2, there is opportunity to reduce water consumption beyond what was seen in August. Stage 3 introduces restrictions which significantly affect local businesses.

## **I 1 Committee Information Items and Delegation Summaries**

The Board received information items and delegation summaries from standing committees.

### **Water Committee – September 13, 2023**

Information Items:

#### **5.1 In-System Reservoir Upgrades Update**

Metro Vancouver Water Services staff clean, maintain, upgrade, and expand Metro Vancouver’s in-system reservoirs to ensure the delivery of high-quality drinking water. This work is key in meeting the goals identified in the *Board Strategic Plan 2022 to 2026* for the Water Services function. The work is successfully completed through close collaboration with internal departments, member jurisdictions, and external partners.

#### **5.2 GVWD Capital Program Expenditure Update to June 30, 2023**

The capital expenditure reporting process as approved by the Board provides for regular status reports on capital expenditures. This report includes both the overall capital program for the water utility with a multi-year view of capital projects, and the actual capital spending for the 2023 fiscal year to June 30, 2023 in comparison to the prorated annual capital cash flow. In 2023, the annual capital expenditures for the GVWD are \$93.5 million to date compared to a prorated annual capital cash flow of \$200M. Forecasted expenditures for the current water utility capital program remain within the approved budgets through to completion.

#### **5.3 Water Supply Update – Stage 2 Restrictions**

Regional water consumption data shows that the average day water demand increased steadily from 1.23 billion litres per day (BLD) in May to 1.35 BLD in June and to 1.46 BLD in July. Since the activation of Stage 2 watering restrictions, the average day water demand has slightly reduced to 1.32 BLD in August. During Stage 2 watering restrictions (August 4 to August 31) there were no days with regional water demands over 1.5 BLD compared to 11 days during Stage 1 (May 1 to August 3). However, daily water use patterns in the high season indicated peak water use occurring during early Saturday and Sunday mornings that did not reduce as significantly as expected since the implementation of Stage 2, indicating that lawn watering may still be occurring. Currently, a move to Stage 3 restrictions is not anticipated, but Metro Vancouver staff continue to monitor both supply and demand trends carefully. With increased and sustained enforcement of the lawn watering ban in Stage 2, there is opportunity to reduce water consumption beyond what was seen in August. Stage 3 introduces restrictions which significantly affect local businesses.

## Greater Vancouver Sewage and Drainage District

### E1.1 Interim Reclaimed Water Policy

**APPROVED**

Metro Vancouver has the opportunity to encourage regional use of water that is reclaimed after wastewater treatment. Doing so will reduce the use of valuable, scarce drinking water, and will support commitments to use waste as a resource. Reclaimed water filling facilities have been included in the designs of the new wastewater treatment plants. These facilities will make reclaimed water available to users outside of the plants. An *Interim Reclaimed Water Policy* is proposed to enable the use of reclaimed water from Metro Vancouver's wastewater treatment plants. The policy is labeled as interim as it's expected there will be amendments based on knowledge gained through initial pilot work.

The Board approved the *Interim Reclaimed Water Policy* as presented.

### E1.2 Appointment of Enforcement Officers

**APPROVED**

Recent changes in staff at Metro Vancouver and the City of Vancouver have resulted in a need to update staff appointments as Board-designated officers and deputy sewage control manager under the *District Sewer Use Bylaw 299, 2007*, the *Environmental Management Act* and the *Offence Act*.

The Board, pursuant to the *Sewer Use Bylaw 299, 2007* and the *Environmental Management Act*:

- rescinded the appointment of Metro Vancouver employee Ana Nic Lochlainn as an officer
- appointed Metro Vancouver employees Jason Assam, Karnjit Bains, Cynthia Barros, Amanda Craft, and Mike Mijares as officers
- rescinded the appointment of former City of Vancouver employee Nicole Montgomery as a deputy sewage control manager

Pursuant to section 28 of the *Offence Act* for the purpose of serving summons for alleged violations under the *Sewer Use Bylaw*, the Board:

- rescinded the appointment of Metro Vancouver employee Ana Nic Lochlainn
- appointed Metro Vancouver employees Jason Assam, Karnjit Bains, Cynthia Barros, and Amanda Craft

### E2.1 Tree Management on Metro Vancouver Lands – Revised Board Policy

**APPROVED**

In February 2018, the Board approved a *Tree Management on Metro Vancouver Lands* policy. The policy directs Metro Vancouver to maintain a consistent approach regarding the inspection and management of trees to ensure that its processes are aligned and standardized for risk assessment across all operating departments.

A revised policy aims to continuously improve Metro Vancouver's tree management practices. Changes include new and revised definitions, an updated policy statement, and the removal of procedure based language (now that a new set of corporate procedures has been developed to support the policy).

New to the policy is a section that embeds direction regarding tree replacement requirements while managing for hazard trees, or when accommodating new development on Metro Vancouver lands in urban settings. The policy will require that Metro Vancouver replace any trees removed at a minimum replacement ratio of 2:1 or the standard set by the local municipality, whichever is higher.

The Board approved the revised *Tree Management on Metro Vancouver Lands Policy* as presented.

### **E3.1 Appointment of Enforcement Officers**

**APPROVED**

Recent changes in staff have resulted in a need to update staff appointments as Board-designated officers under the *Municipal Solid Waste and Recyclable Material Regulatory Bylaw No. 181, 1996*, the *Environmental Management Act*, and the *Offence Act*.

The Board, pursuant to the *Municipal Solid Waste and Recyclable Material Regulatory Bylaw No. 181, 1996* and the *Environmental Management Act*:

- rescinded the appointment of Ana Nic Lochlainn as an officer
- appointed Metro Vancouver employees, Jason Assam, Karnjit Bains, Cynthia Barros, and Amanda Craft as officers

And then, pursuant to Section 28 of the *Offence Act* for the purpose of serving summons for alleged violations under the *Municipal Solid Waste and Recyclable Material Regulatory Bylaw No. 181, 1996*, the Board:

- rescinded the appointment of Ana Nic Lochlainn
- appointed Metro Vancouver employees Jason Assam, Karnjit Bains, Cynthia Barros, and Amanda Craft

### **G1.1 Greater Vancouver Sewerage and Drainage District Food Sector Grease Interceptor Bylaw No. 365, 2023**

**APPROVED**

Proposed bylaw changes incorporate feedback from food sector establishments and provides more clarity and flexibility to encourage compliance, while updating bylaw requirements to minimize grease contributions to the system. Fee increases related to bylaw contraventions are included to better reflect current costs of re-inspections and sampling (fees have only been charged 25 times in the last 10 years).

The Board gave first, second, and third readings to *Food Sector Grease Interceptor Bylaw No. 365, 2023*, then passed and finally adopted said bylaw.

## **I 1 Committee Information Items and Delegation Summaries**

The Board received information items and delegation summaries from standing committees.

### **Liquid Waste Committee – September 13, 2023**

Information Items:

#### **5.2 2022 GVS&DD Environmental Management & Quality Control Annual Report**

Annual reporting of GVS&DD Environmental Management & Quality Control is a regulatory requirement under the *Integrated Liquid Waste and Resource Management Plan*. This report summarizes the performance, process control, and regional environmental quality information gathered through various monitoring programs and other environmental management initiatives. In 2022, Metro Vancouver wastewater treatment plants met performance expectations with respect to reduction of contaminant loadings to the receiving environment. Regional liquid waste discharges were effectively managed in a manner that protects human health and aquatic life.

#### **5.3 2023 Unflushables Campaign Results**

The 2023 Unflushables campaign ran from April 1 to May 28. The campaign aims to reduce the disposal of seven key problem items into the wastewater system. The media strategy targeted adults aged 25 to 54 and included social media, television, radio, Google Search, and placements in elevators and on bus sides. The campaign produced solid results, generating 20 million impressions, 1.6 million video views, and 4,957 engagements. De-ragging incidents have generally dropped since 2017, but have increased the last two years, likely due in part to improved measurement. A post-campaign survey showed that most residents are aware of what can't be flushed, though there was a slight increase in willingness to flush campaign items. Metro Vancouver continues to work with the Health Products Stewardship Association to leverage joint opportunities to promote the medications take-back program. The campaign will run again in 2024.

#### **5.5 Liquid Waste Services Capital Program Expenditure Update as at June 30, 2023**

The capital expenditure reporting process as approved by the GVS&DD Board provides for regular status reports on capital expenditures. This is the second report for 2023 which includes the overall capital program for Liquid Waste Services with a multi-year view of capital projects, and the actual capital spending for the 2023 fiscal year to June 30, 2023 in comparison to the annual capital cash flow. As of June 30, 2023, the capital expenditures for Liquid Waste Services are \$134.8 million, compared to a prorated annual capital cash flow of \$340.9 million. This shortfall is primarily due to invoicing and project delays and the timing of some construction work for the latter portions of the year. Forecasted expenditures for the current Liquid Waste Services capital program generally remain within the annual capital cash flow planned for 2023.

**Zero Waste Committee – September 14, 2023**

Information Items:

**5.1 Summary of Municipal Waste Collection Service Models**

Metro Vancouver member jurisdictions typically provide or coordinate solid waste collection services for single family properties in the region. Currently, 84 per cent of the single-family properties in Metro Vancouver receive every-other-week garbage collection and 95 per cent receive weekly green bin collection. The majority of single-family residences in the region receive weekly multi-stream recycling collection using bags and bins, with the remainder receiving every-other-week single-stream recycling collection using wheeled carts. Members fund single-family garbage and green bin programs through utility fees, property taxes, or a combination of both. Residential recycling of packaging and paper is funded through Recycle BC with the service provided by the municipalities under contract with Recycle BC or directly by Recycle BC. Most municipalities have a standard set of material collected as determined by Recycle BC. Any deviation from the standard requires specific approval by Recycle BC.

**5.2 Waste-to-Energy Facility Environmental Monitoring and Reporting 2022 Update**

All air-emission-related parameters monitored during 2022 were similar to 2021, and well below regulatory limits in the Waste-to-Energy Facility Provincial Operational Certificate. The Waste-to-Energy Facility's contributions of nitrogen dioxide, fine particulates, and anthropogenic greenhouse gases are less than one per cent of regional emissions. In the fall of 2020 Metro Vancouver began monitoring ambient air parameter concentrations at a temporary air monitoring station immediately adjacent to the Waste-to-Energy Facility, and installed additional monitoring equipment at an existing monitoring station near the facility. Sulphur dioxide and hydrogen chloride ambient levels at less than 10 per cent of ambient air objectives at both stations. Ninety-eight per cent of the time, ambient sulfur dioxide and hydrogen chloride concentrations were less than three per cent of ambient objectives. Ambient nitrogen dioxide levels are within ambient air quality objectives and lower than many other monitoring stations within the region. Analysis suggests that other regional sources are the primary drivers of ambient concentrations of these pollutants at both ambient air monitoring stations. Metro Vancouver is working on a request to the Province of British Columbia to amend the Waste-to-Energy Operational Certificate to reflect the low ambient concentrations of sulfur dioxide and hydrogen.

**5.3 Solid Waste Services Capital Program Expenditure Update as of June 30, 2023**

The capital expenditure reporting process, as approved by the Board, provides for regular status reports on capital expenditures four times per year. In previous years, these reports were provided three times per year. This is the second report for 2023 which includes both the overall capital program for the solid waste utility with a multi-year view of capital projects, and the actual capital spending for the 2023 fiscal year to June 30, 2023 compared to the annual Capital Cash Flow. As of June 30, 2023, the capital expenditures for Solid Waste Services are \$2.1 million compared to a prorated annual Capital Cash Flow of \$21.4 million. The underspend is primarily due to the timing of the pre-construction phases of Waste-to-Energy Facility projects and recycling and waste centre projects. Projects underway are expected to be completed within approved budgets.

## **Metro Vancouver Housing Corporation**

### **E1.1 Tree Management on Metro Vancouver Lands – Revised Board Policy**

**APPROVED**

In February 2018, the Board approved a *Tree Management on Metro Vancouver Lands* policy. The policy directs Metro Vancouver to maintain a consistent approach regarding the inspection and management of trees to ensure that its processes are aligned and standardized for risk assessment across all operating departments.

A revised policy aims to continuously improve Metro Vancouver's tree management practices. Changes include new and revised definitions, an updated policy statement, and the removal of procedure based language (now that a new set of corporate procedures has been developed to support the policy).

New to the policy is a section that embeds direction regarding tree replacement requirements while managing for hazard trees, or when accommodating new development on Metro Vancouver lands in urban settings. The policy will require that Metro Vancouver replace any trees removed at a minimum replacement ratio of 2:1 or the standard set by the local municipality, whichever is higher.

The Board approved the revised *Tree Management on Metro Vancouver Lands Policy* as presented.



## Parks, Recreation and Cultural Services Committee

Date: Tuesday, September 26, 2023

Place: Council Chambers  
Richmond City Hall

Present: Councillor Chak Au, Chair  
Councillor Michael Wolfe (by teleconference)  
Councillor Laura Gillanders  
Councillor Andy Hobbs  
Councillor Bill McNulty

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 Parks, Recreation and Cultural Services Committee held on July 19, 2023, be adopted as circulated.*

**CARRIED**

### DELEGATION

1. Jerome Dickey shared his concerns about the lack of safety for dogs, pedestrians and cyclists at the No. 3 Road Bark Park and submitted a petition titled "Safety Improvements to Bark Park" (copy on file).

Wendy Gillespie, Richmond resident, expressed concerns regarding the layout of the park.

Staff provided an update, noting that an internal review is underway, including a best practices audit and public engagement process, and a report to Committee is forthcoming.



**Parks, Recreation & Cultural Services Committee**  
**Tuesday, September 26, 2023**

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In reply to queries from Committee, staff advised that (i) a survey will be distributed to various user groups to ensure broad engagement, (ii) interim safety measures have been implemented, and (iii) park users were consulted prior to park reconstruction to get input on suitable materials.

## COMMUNITY SERVICES DIVISION

**2. BLUE CABIN FLOATING ARTIST RESIDENCY TERM EXTENSION AT IMPERIAL LANDING**

(File Ref. No. 11-7000-09-20-310) (REDMS No. 7315503)

In reply to queries from Committee, staff advised that (i) the Blue Cabin has hosted 7 artists in residence since its inception, (ii) it has generated great interest from the public, and (iii) the intention is for the Blue Cabin to move to different locations across the lower mainland every couple of years.

It was moved and seconded

*That the Blue Cabin Floating Artist Residency extension request as detailed in the staff report titled, "Blue Cabin Floating Artist Residency Term Extension at Imperial Landing" dated August 17, 2023, from the Director, Arts, Culture and Heritage Services, be endorsed.*

**CARRIED**

**3. MANAGER'S REPORT**

**(i) London/Steveston Dog Off-Leash Area**

Staff provided an update on the public engagement process, which includes a survey on Let's Talk Richmond available from September 26-October 22, 2023, on site signage, postcard invitations to participate in the public engagement process, and public open houses held on site at London/Steveston Park on October 14 and 18. Following public consultation, staff will evaluate the input received and report to Committee with recommendations.

**(ii) Playground Upgrades**

In response to a query from Committee, staff noted that they are preparing capital submissions for upgrades to playgrounds at Minoru Park and Burkeville Neighbourhood Park.

**(iii) Culture Days**

Staff shared that Richmond Culture Days, held from September 22 – October 15, 2023, is off to an excellent start and offers over 80 in-person events.

**Parks, Recreation & Cultural Services Committee**  
**Tuesday, September 26, 2023**

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*(iv) National Day for Truth and Reconciliation*

Staff advised that a flag commemorating the National Day for Truth and Reconciliation will be raised in City Hall. In addition, the 'Together' statue at Minoru Centre for Active Living will be illuminated in orange. The community can commemorate National Truth and Reconciliation and Orange Shirt Day through various events listed on the City website.

*(v) Second Annual Tree Sale*

Staff provided an update on the second annual tree sale, where City residents could purchase up to two trees through the MyRichmond online portal from August 28 through September 22, 2023, highlighting that over 600 trees were sold, an approximate 37% increase from 2022.

*(vi) Public Parks Programming Events*

Staff provided highlights on various public programming events, including invasive plant removals, shoreline cleanups, and volunteer tree planting events.

*(vii) Event at Minoru Park Track*

Staff noted that a memorandum with further details will be provided to Committee.

*(viii) Richmond Nature Park Infrastructure Renewals*

In response to queries from Committee, staff noted that construction for the project, which includes the replacement of the two existing onsite septic systems, has not yet begun, and staff will provide a memorandum with further background information.

**ADJOURNMENT**

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

**CARRIED**

**Parks, Recreation & Cultural Services Committee**  
**Tuesday, September 26, 2023**

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Certified a true and correct copy of the Minutes of the meeting of the Parks, Recreation and Cultural Services Committee of the Council of the City of Richmond held on Tuesday, September 26, 2023.

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Councillor Chak Au  
Chair

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Shannon Unrau  
Legislative Services Associate



## Finance Committee

Date: Tuesday, October 3, 2023

Place: Council Chambers  
Richmond City Hall

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

Absent: Councillor Alexa Loo

Call to Order: The Chair called the meeting to order at 4:30 p.m.

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the Finance Committee held on September 5, 2023, be adopted as circulated.*

**CARRIED**

**FINANCE AND CORPORATE SERVICES DIVISION**

**1. CONSOLIDATED FEES BYLAW NO. 8636, AMENDMENT BYLAW NO. 10486**

(File Ref. No. 03-0925-02-04) (REDMS No. 7330871)

In reply to queries from Committee, staff noted that (i) the increase for permit fees was to ensure cost recovery for sending inspectors to a site and to bring Richmond into alignment with surrounding municipalities, (ii) soil inspection costs are covered through staff salary, (iii) there have been recent increases in the Short Term Boarding and Lodging Business Licence fees in other municipalities, however, regulations differ slightly from city to city and a market analysis can be conducted, (iv) the security deposit is to ensure the survival of the replacement trees on the property, (v) the third offence fine for dangerous dogs should be higher than the second offence, and (v) the pilot project for parking restrictions is underway on Alta Court, and each vehicle parked on the road is required to pay \$100 a year for a permit.

Staff memorandums were requested with information regarding potential levels of waste disposal and recycling fees if the waste is handled on site and research conducted for the permit parking program on Alta Court.

It was moved and seconded

*That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10486 be introduced and given first, second and third readings.*

**CARRIED**

Opposed: Cllr. Wolfe

**2. PERMISSIVE PROPERTY TAX EXEMPTION (2024) BYLAW NO. 10476**

(File Ref. No. 03-0925-02-01) (REDMS No. 7257817)

It was moved and seconded

*That Permissive Property Tax Exemption (2024) Bylaw No. 10476 be introduced and given first, second and third readings.*

The question on the motion was not called as discussion took place on permissively exempted properties and it was requested that general information be provided to the groups for clarification.

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

**Finance Committee**  
**Tuesday, October 3, 2023**

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3. **AMENDMENTS TO THE CONSOLIDATED 5 YEAR FINANCIAL PLAN (2023-2027) BYLAW NO. 10429**

(File Ref. No. 03-0975-01) (REDMS No. 7318574)

It was moved and seconded

*That the Consolidated 5 Year Financial Plan (2023-2027) Bylaw No. 10429, Amendment Bylaw No. 10492, which incorporates and puts into effect the changes as outlined in the staff report titled "Amendments to the Consolidated 5 Year Financial Plan (2023-2027) Bylaw No. 10429" dated September 15, 2023, from the General Manager, Finance and Corporate Services, be introduced and given first, second and third readings.*

**CARRIED**

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (4:52 p.m.).*

**CARRIED**

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 Tuesday, October 3, 2023.

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Mayor Malcolm D. Brodie  
Chair

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Sarah Goddard  
Legislative Services Associate



## General Purposes Committee

Date: Tuesday, October 3, 2023

Place: Council Chambers  
Richmond City Hall

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

Absent: Councillor Alexa Loo

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

### NOTICE OF MOTION

Councillor Heed put forward the following Notice of Motion to be considered at the October 16, 2023, General Purposes Committee meeting:

- (1) *That Staff research, analyse, and recommend to the Committee a process to immediately implement action plans to mitigate the homeless crisis;*
- (2) *That Staff review and recommend a formal position to be considered by this Committee on secure care for the acute drug addicted and/or persons with critical mental illness that are homeless;*
- (3) *That other levels of Government and the Health Authority are apprised of this examination and to work collaboratively with Staff; and,*
- (4) *That Staff report back to the Committee with recommendations within 45 days.*

# General Purposes Committee

Tuesday, October 3, 2023

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## MINUTES

It was moved and seconded

*That the minutes of the meeting of the General Purposes Committee held on September 18, 2023, be adopted as circulated.*

**CARRIED**

## FINANCE AND CORPORATE SERVICES DIVISION

### 1. **RICHMOND FOOD HUB IMPLEMENTATION PLAN** (File Ref. No. 08-4150-01) (REDMS No. 7365675)

In reply to queries from Committee, staff advised that (i) there are opportunities to apply for additional grants and funding sources for construction and implementation stages, however, it's important to ensure there is funding for the gap analysis and needs assessment, (ii) the intention of the first phase of the project is to examine the needs of the community, (iii) a wide range of people will be consulted through the engagement process and a stakeholder list will be provided to Council, (iv) this food hub would be the 14<sup>th</sup> in the provincial network, and (v) there are many food hub models and they all meet the needs of the local community they are in.

It was moved and seconded

*That the staff report titled, "Richmond Food Hub Implementation Plan", dated September 1, 2023 from the Director, Business Services, be received for information.*

The question on the motion was not called as in response to further queries from Committee, staff noted that the proposed food hub is a commercially focused initiative and through the gap analysis and needs assessment, distribution and storage will be examined, as well as ensure the needs of Richmond are met.

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

2.



## General Purposes Committee

Tuesday, October 3, 2023

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### 2. **COMMUNITY WAYFINDING STRATEGY GUIDING PRINCIPLES**

(File Ref. No. 08-4150-04-06) (REDMS No. 7292432)

In response to queries from Committee, staff advised that (i) they have engaged with the writers of the letter regarding Highway to Heaven, and part of the strategy will be to examine pilot projects and implementation of the strategy, (ii) the City has a number of signage systems developed over time, and this is the first city-wide project to unify the City, (iii) the integration of physical and digital tools will be explored by the consultants, including the feasibility of QR codes, (iv) the expansion of wayfinding can include signage and other wayfinding elements, (v) entrance signs was brought up by the community and is something that can be explored as part of a pilot project option, and (vi) the guiding principles are high level, and the design elements and pilot projects will be part of the draft strategy.

It was moved and seconded

- (1) *That the Guiding Principles, as detailed in the staff report titled "Community Wayfinding Strategy Guiding Principles", dated September 7, 2023, from the Director, Business Services be endorsed; and*
- (2) *That these Guiding Principles be used to inform the strategic direction and actions of the draft Community Wayfinding Strategy.*

**CARRIED**

## ENGINEERING AND PUBLIC WORKS DIVISION

### 3. **CITY CENTRE DEU BYLAW NO. 9895 AMENDMENT BYLAW NO. 10473**

(File Ref. No. 01-0060-20-LIEC1) (REDMS No. 7253727)

It was moved and seconded

*That the City Centre District Energy Utility Bylaw No. 9895, Amendment Bylaw No. 10473 be introduced and given first, second, and third readings.*

The question on the motion was not called as in reply to a query from Committee, staff noted that infrastructure planning can be sped up or slowed down based on development within the City.

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

## ADJOURNMENT

It was moved and seconded

*That the meeting adjourn (4:29 p.m.).*

**CARRIED**

3.

**General Purposes Committee**  
**Tuesday, October 3, 2023**

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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 Tuesday, October 3, 2023.

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Mayor Malcolm D. Brodie  
Chair

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Sarah Goddard  
Legislative Services Associate



# City of Richmond

## Report to Committee

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**To:** Parks, Recreation and Cultural Services Committee  
**Date:** August 17, 2023

**From:** Marie Fenwick  
Director, Arts, Culture and Heritage Services  
**File:** 11-7000-09-20-310/Vol 01

**Re:** Blue Cabin Floating Artist Residency Term Extension at Imperial Landing

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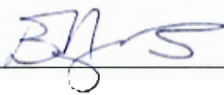


### Staff Recommendation

That the Blue Cabin Floating Artist Residency extension request as detailed in the staff report titled, "Blue Cabin Floating Artist Residency Term Extension at Imperial Landing" dated August 17, 2023, from the Director, Arts, Culture and Heritage Services, be endorsed.

*CM Fenwick*

Marie Fenwick  
Director, Arts, Culture and Heritage Services  
(604-276-4288)

Att. 3

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

## Staff Report

### Origin

At the October 12, 2021, regular Council meeting, Council endorsed a proposal by the Blue Cabin Floating Artist Residency (BCFAR) to bring the Blue Cabin to Imperial Landing in Steveston for a two-year term. The Blue Cabin is a facility designed to moor at different waterfront locations in the region.

The moorage term at Imperial Landing expires in March 2024 and BCFAR has requested an extension of the term in Richmond until dock work is completed at their next location near the Vancouver Maritime Museum in Vancouver (Attachment 1). The purpose of this report is to seek Council endorsement to extend the moorage term with BCFAR for up to 12 months, to March 2025.

This report supports Council's Strategic Plan 2022-2026 Focus Area #6

A Vibrant, Resilient and Active Community:

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

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

*6.2 Enhance the City's network of parks, trails and open spaces.*

*6.3 Foster intercultural harmony, community belonging, and social connections.*

*6.4 Support vulnerable populations through collaborative and sustainable programs and services.*

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

### Analysis

#### Background

The Blue Cabin was originally constructed in the 1920s by an unknown Norwegian boat builder as a floating watch house for the Coal Harbour logging industry. In 1932, it was moved to the beach between the low and high tide lines at Cates Park in North Vancouver, where it was home to maritime labourers and their families. In the 1960s it became a place of creative respite for renowned Vancouver artists Al Neil and Carole Itter. Slated for demolition in 2014, the Blue Cabin was saved by a consortium of arts organizations (Grunt Gallery, Other Sights for Artists' Projects and Creative Cultural Collaborations) and since, the facility has been transformed into a floating artist residency that offers artists and the public a unique, shifting view of the region and the ideas and histories that inform it. BCFAR invites artists to work in the facility for a six- to eight-week period for both solo artistic production as well as engagement with the community.

When the facility is not used by resident artists, it can be booked for local programming and small events. In 2019, the Blue Cabin arrived at False Creek in Vancouver and the BCFAR program was officially launched.

Following Council's endorsement, the Blue Cabin arrived at Imperial Landing in 2022. The structure consists of a floating platform with a restored heritage cabin that acts as a studio for artist-led (often community-based) activities alongside a recently built, contemporary "off the grid" support space.

The BCFAR programming at Imperial Landing has included Richmond-based artists Keely O'Brien and Atheana Picha, Musqueam artist Debra Sparrow and others. The artists worked with the local community to offer free workshops and events as well as collaborate with local groups to inform their own practices. BCFAR also took part in local events such as the Richmond Maritime Festival, Salmon Festival, Doors Open and other programs. Details of BCFAR's programming is included in Attachment 2.

BCFAR is an independent organization that develops and delivers this programming at no cost to the City other than in the in-kind provision of moorage. It has provided unique on-site workshops and programs by local and regional artists to the local community and visitors to Steveston and continues to animate the area around Imperial Landing. Recently, BCFAR and Debra Sparrow were announced as recipients of a 2023 Richmond Heritage Award for the "Skeins: Weaving on the Foreshore" program.

Upon completion of its stay at Imperial Landing, the Blue Cabin will re-locate to the Heritage Harbour Marina, which is operated by the Vancouver Maritime Museum. As this marina is currently undergoing upgrades, they are unable to offer the Blue Cabin moorage in early 2024. For this reason, BCFAR is requesting an extension of their stay at Imperial Landing for up to one year or until the upgrades are completed. This report is requesting an extension for up to 12 months to build up a buffer for the upgrades and move. The Vancouver Maritime Museum has confirmed their commitment to host the Blue Cabin (Attachment 3).

### **Financial Impact**

None.

### **Conclusion**

The Blue Cabin Floating Artist Residency is a unique initiative that has animated Imperial Landing and Steveston promenade for the last two years. Extending their stay will offer additional programs for the community and local visitors at no cost to the City.



Biliana Velkova  
Public Art Planner  
(604-247-4612)

- Att. 1: Letter from Blue Cabin  
2: Blue Cabin Floating Artist Residency Activities  
3: Letter from Vancouver Maritime Museum



July 20, 2023

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

Dear City of Richmond,

The Blue Cabin Floating Artist Residency has enjoyed a successful 2022-23 in moorage at Imperial Landing Dock. We have connected with audiences around the waterfront and beyond and hosted local, national, and international artists. Please see the attached activity report for a full overview of our residencies, public programs, and more.

The Blue Cabin is working closely with the Vancouver Maritime Museum for moorage at Heritage Harbour at Elsie Point, in the mouth of False Creek, for 2025-2026. The Vancouver Maritime Museum is eager to have us, but some upgrades to the dock are required that would bring our earliest move date into October of 2024. In order to meet this timeline, we would like to request an extension of our moorage at Imperial Landing Dock in Steveston where we can continue to deliver enriching community engaged heritage and artistic activities and public art activities through the 2024 season.

To ensure sufficient time for the upgrades, we would like to request a one-year extension to our current agreement which would bring us to March 7<sup>th</sup>, 2025.

Thank you for your consideration of this request.

Sincerely,

Anthony Meza-Wilson  
Managing Director  
The Blue Cabin Floating Artist Residency



2022-2023 Update  
Steveston Village



**The Blue Cabin's unique community arts, heritage, and residency programs in Steveston's Imperial Landing!**

In January 2022 the Blue Cabin Floating Artist Residency came into moorage at the historic Steveston Village on the lands and waters of the Musqueam, Kwantlen and Tsawwassen peoples. After an inaugural program at the Plaza of Nations in False Creek — which included the generosity of the Audain Foundation, Canadian Metropolitan Properties, the City of Vancouver, the Vancouver Foundation, Canada Council for the Arts, on January 24th, 2022, the Blue Cabin was towed to Imperial Landing Dock in Richmond's Steveston Village by Catherwood Towing and with survey assistance by TCB Marine. The journey took about 6.5 hours on a rare beautiful and clear winter day. Groups gathered on the dock and many made a special trip to see the float brought into moorage.





The Blue Cabin was welcomed by Master Weaver and inaugural local resident Debra Sparrow on March 5th, 2022. Mayor and Council from the City of Richmond ceremoniously launched the cabin's activities in Steveston on March 12<sup>th</sup> 2022 with welcoming speeches from Debra Sparrow; co-founder Glenn Alteen; and Richmond Mayor Malcolm Brodie. During this event, Debra Sparrow blanketed Mayor Brodie marking the beginning of a great collaboration at the humble Blue Cabin. Interested community from the Steveston waterfront, local educators and arts partners, and others gathered to welcome the arrival, explore the remediated cabin, the custom built deckhouse and begin to imagine the next chapter in the Blue Cabin's story.

In March of 2022 we held a series of open houses, welcoming members of the public to view the Blue Cabin in its new moorage. Curious locals, artists and educators based in Richmond, and a diverse group of many others all stopped in. We enjoyed visits from architect Todd Saunders of the Fogo Island residency, Richmond Art Gallery Director Shaun Dacey, Dzawada'enuxw visual artist Marianne Nicholson, were among the many who visited the Blue Cabin in 2022.



## Residencies

### Debra Sparrow

Debra Sparrow was the final artist in residence from the inaugural *Skeins: Weaving On the Foreshore* program. Sparrow was meant to take up residence in April 2020 after Chief Janice George and Buddy Joseph completed their residency. Debra and the Blue Cabin Committee agreed that due to Covid-19 restrictions it was best to postpone the residency until a mutually agreed upon date — she was finally able to come into residence in April and May 2022.

Debra Sparrow was born and raised on the Musqueam Indian Reserve and is self-taught in Salish design and jewelry making. Her contemporary work combines textile and Salish design into geometric, hand spun blankets and hangings and can be seen in various museums and institutions, including the Vancouver Airport, Museum of Civilizations in Ottawa and the University of British Columbia. Debra designed the logo for the Canadian Men's Hockey Team for the 2010 Olympic and Paralympic Winter Games in Vancouver, B.C. She also continues to work on pieces close to her heart at her home in Musqueam. It is Debra's hope to educate others about the beauty and integrity of her people's history through her art. Debra is a highly accomplished weaver, and for over 20 years has played a pivotal role in the ongoing revival of Musqueam weaving.

Throughout her residency at the Blue Cabin Debra hosted a number of community engagements. April 10th, 2022, she welcomed Sue Rowley from the Museum of Anthropology at the University of British Columbia to bring Musqueam weavings from the collection at MOA. Sue and Debra spoke in conversation about Salish weaving history, the archive, revitalization and the stories of these incredible blankets.

April 29th Debra held a spinning and weaving workshop with Atheana Picha an emerging Kwantlen artist studying weaving with Debra. A group was treated to the process from wool to weaving with spinning wheel and loom in attendance.

On May 15th natural dye teacher Zoe McDonnel gave a simultaneous demonstration: dyeing wool with four source materials that were both plant and mushroom derived and giving a presentation on a wide swath of technical and social information on the process and history of dye work, it's relationship to the natural world and colonialism, and a wealth of practical knowledge.

On May 21st, Debra spoke on cedar and its importance in Musqueam culture as a weaving material and medicine, net building, and the many ways cedar is a foundational element in relationship with the natural world through art.





In celebration of National Indigenous People's Day the Blue Cabin invited Musqueam Fisher-poet (and cousin of Debra Sparrow) Wilfred Wilson on June 25th, 2022 to read his poetry. Wilfred Wilson told stories and read from his long body of work, giving testimony to his life in and on the waters. Wilfred grew up along the banks of the Sto:lo (river in Hunquminum) right in what is now Steveston. He regaled those in attendance with tales from up and down the coast: kicking fish, falling overboard, learning from his elders and the ocean and the salmon. Wilfred shared family stories with Debra, in a wonderful moment of oral history and connection. Debra Sparrow also read some of her rare written works







While in residence Debra produced a beautiful weaving in signature black, red, and yellow. The piece reflects the history and natural life along the river. The weaving was ceremoniously installed at the entrance to the Richmond City Council Chambers on September 27th, 2022.





### Keely O'Brien

Keely O'Brien, came into residence in August 2022. Keely's residency and research period ran from August 8 through October 4, 2022 with some programs wrapping up later in October.

Keely O'Brien is an interdisciplinary artist and co-artistic director of experimental theatre company Popcorn Galaxies. Her practice incorporates intricately crafted objects with immersive, innovative theatre creation. Devoted to a thoroughly handmade, DIY process, Keely's work includes immersive installations, imaginative ephemera, and interactive experiences. As a community engaged arts facilitator and educator, Keely creates collaborative artwork with community members and organizations. Frequently site-responsive and engaged with questions of place, home, and belonging, Keely's work aims to celebrate the potential for creativity and community in the place and people around her.

Keely's residency project used mischief and magical thinking to respond to the increasingly challenging circumstances of B.C.'s housing crisis.

During her residency at the Blue Cabin, Keely developed the Dream Home Manifestation Program, a participatory public art experience intended to explore both the optimism and the hopelessness encountered by many community members in attempting to find secure and affordable housing. The Blue Cabin offered an important context for the creation of this work, as the structure of the cabin itself holds a history of housing displacement, dreams, and longing.

Keely's residency included a variety of public engagements, such as an interactive installation during the Maritime Festival taking place on August 20 & 21 2022, which invited community members to contribute to the Dream Home Shrine inside the Blue Cabin, and was co-created with Marina Szijarto. Nests crafted from flowers and weeds were created by visitors and included in the shrine.

At the end of the residency, Keely hosted a workshop and open studio on October 16th allowing participants to learn a DIY monoprinting technique and create prints inspired by the homes of animals and creatures, culminating her two month residency at The Blue Cabin. Participants joined us on The Blue Cabin float in Steveston to spend a sunny afternoon learning about the monoprinting technique and creating their own lovely artwork inspired by a creature's home, with the assistance and direction of Keely.

The result of the workshop was a series of beautiful and visually diverse imaginings of the nests, burrows, hives, and other homes of the animals and creatures that each participant identified with.

Inspirations also included a collection of real nests and hives that were found within the walls of the The Blue Cabin during its remediation in 2018. Keely borrowed these delicate treasures from The Blue Cabin's physical archive housed at grunt gallery, and they were provided to the workshop participants as drawing references.







Keely also created two community projects during the residency: an interactive call-in project entitled *Dream Home Hotline*, as well as the *Dream Home Manifestation Guide*. The *Dream Home Hotline* was a 24 hour phone line created by Keely which remained open from September 2 to October 3 in 2022. The hotline allowed community members to leave a message sharing (and possibly manifesting) their dream home while following a series of prompts. A selection of the recordings collected from callers who dialed the Dream Home Hotline are broadcast every week on Other Sights' online radio station *Currents and Waves*, alongside other Blue Cabin audio content.

The *Dream Home Manifestation Guide* was an intricately illustrated zine created by Keely that guide can be read two ways: one side of the zine features prompts and instructions for how to manifest the home of your dreams, while the opposite side depicts the dream homes of non-human species like coyotes, worms, and spiders. Free copies of the *Dream Home Manifestation Guide* were distributed to select real estate magazine boxes around Richmond.

Keely O'Brien's residency was informally concluded with a private visit with the artist and Blue Cabin staff to nearby Finn Slough, hosted by Marina Szijarto, where we convened to read the Dream Home Manifestation dreams gathered. The connection to Finn Slough and its shared history of art and informal vernacular architecture at the waters edge was the perfect setting for completing our 2022 residency year.





### Atheana Picha

In January 2023 we welcomed the first artist-in-residence of the year: emerging weaver, printmaker, muralist and illustrator Atheana Picha. Atheana is a Salish artist from the Kwantlen First Nation, and her grandmother was from Tsartlip. Atheana was given the name Nash'mene'ta'naht by Gerry Oleman from the St'at'imc First Nation, which translates to "Go-getter Woman". Born in Vancouver, she grew up in and works out of Richmond, BC. She is an interdisciplinary artist, working mostly in 2-dimensional media. Atheana has been doing two apprenticeships learning Salish wool weaving with Musqueam weaver Debra Sparrow since 2019, and learning silver engraving, wood carving, and tool making with Squamish artist and educator Aaron Nelson-Moody since 2018. Atheana's practice is grounded in learning more about Salish design through studying the old pieces, observing nature, and learning from her elders and teachers.

Atheana's residency facilitated the creation of work responding to her family's history in Steveston as fishermen and Coast Salish people. With her knowledge of Coast Salish iconography Atheana created work about the land, water, sky, and the communities and culture of the area. Atheana's work is closely connected to her maternal grandmother's history, and her grandmother had spent many years working at the Gulf of Georgia cannery just down the water from where the Blue Cabin is moored.

Atheana's residency included a hands-on blockprinting workshop kicking off our partnership with Branscombe House. Atheana also welcomed in audiences for an open studio event on February 18th, showcasing her work while in residence and. On Saturday, February 11, community members were invited to participate in a collaborative workshop. Participants learned blockprinting techniques from Atheana and created their own beautiful printed cards to take home. Atheana taught a relief technique with the use of water-based inks, guiding the participants through the processes of stamp carving and ink application, and provided examples that touched on her own work in the residency and Salish design principles.





The following weekend on Saturday, February 18, the Blue Cabin opened its doors for an open studio event with Atheana. For the afternoon, visitors and passersby had the opportunity to step on to the Blue Cabin barge, where they were given a tour of the deckhouse and the Blue Cabin itself. Visitors also had a chance to view the work produced by Atheana during her residency and chat with the artist about her processes, research, and inspiration.



### **Dylan Robinson & Michael Nardone**

Dylan Robinson and Michael Nardone visited the Blue Cabin from February 22 through March 1, 2023 for an one-week intensive research residency.

During their time at The Blue Cabin Dylan and Michael began working on their in-progress project, tentatively entitled “Listening to Lhq’a:lets.” This work is, in part, a critical response to R. Murray Schafer’s book *The Vancouver Soundscape* (1973), one iteration of the World Soundscape Project that sought to document the soundscape of Vancouver, open the public’s ears to the problem of noise pollution, and galvanize listeners’ awareness to acoustic ecology. As a portrait of the place now referred to as “Vancouver,” Schafer’s work is remarkably silent.

Lhq’a:lets is the name Stó:lo folks call Vancouver; it means literally “wide on the bottom/end,” referring to the mouth of the Fraser River. Musqueam, Squamish and Tsleil-Waututh folks have other (multiple) names for the area and, of course, for specific places in the area. By situating this work, in its first move, in relation to Lhq’a:lets, the artists insist upon a positionality for listening, one that Schafer refused in his desire for (a settler-colonial) universality. This sets the course for our investigation and writing.

At the Blue Cabin, Nardone and Robinson spent their days conversing about the project, developing the way of approaching the topic, how and with whom we would listen, and the general sites we plan to study in this project. During the months ahead, Dylan and Michael will be continuing work on this project with a series of listening residencies with invited writers and artists who will be invited into the composition of the work to share their perspectives on listening. This will be presented later on in 2023 as part of the Foreshore Immersive series.



**Michelle-Marie Letelier**

Berlin-based Chilean multimedia artist and researcher Michelle-Marie Letelier, joined us for a residency that spanned from March 24 to May 4, 2023. Letelier's multidisciplinary work orchestrates transformations of 'natural resources', alongside extensive wide-ranging, interdisciplinary research into the sea-landscapes where their exploitation and speculation take place. Through her work, she blends different epochs, regions and societies, examining political-economic, historical and cultural aspects.

This residency facilitated the continuation of *Transhemispheria*, an ongoing artistic research project that explores cross-hemispherical relations, with regard to different tensions: the kinship, insertion, farming and impact of salmon; the anthropocentric management and manipulation of living marine resources, and the coexistence and disappearance of ancestral knowledge under artistic & scientific understandings. The main objective of the work was to provide a reflection on these issues through a series of artworks and to stimulate an interdisciplinary debate between local, artistic, philosophical, scientific and indigenous communities in the so-called Global North and Global South. Her work included ecological research, beginning a process of experimentation with bioplastics recipes and mixtures, and related community engagement.

On Thursday, April 13, 2023 a free screening of artist Letelier's 2022 short film *The Bonding* was screened at the Richmond Cultural Centre and a Q&A with the artist was held following the film. *The Bonding* is a look into an almost three-year project where artist Michelle-Marie Letelier bonded with a group of farmed salmon through their lifespan. The film documents a bond which began in 2019 with 100 Atlantic Salmon eggs at the Institute of Marine Research (IMR) in Norway, and culminated with 16 grown salmon in 2022. The project was filmed partially on 16mm film and was screened at the Richmond Cultural Centre as a digital transfer with a unique 3-speaker audio arrangement. The screening was presented in partnership with the Richmond Art Gallery.

On Saturday, April 29, 2023 a free bio-plastics workshop and information session was held by Michelle-Marie. Participants joined the artist as she led a hands-on session at the historic Branscombe House, sharing various bioplastics fabrication processes and applications. Bioplastics are materials made from natural and renewable polymers, and participants of this workshop had the opportunity to create their own samples of bio-based materials while learning about their history, applications, and their role in Letelier's artistic practice. This workshop was open to anyone, from individuals curious about plastic alternatives to artists interested in artmaking with biomaterials. It was presented in partnership with Branscombe House.



At the end of the residency, on Sunday, April 30, 2023, the Blue Cabin opened its doors once again for an open studio opportunity once again hosted by Letelier. Visitors dropped by the Imperial Landing docks in Steveston Village, Richmond throughout the afternoon to meet the artist, see and touch her bioplastics experiments, and chat about her interest in salmon farming, aquaculture, marine resources, and more. Blue Cabin staff were on site all weekend to provide informal tours of the space and its history.





### Erica H Isomura

Erica H Isomura is the current artist in residence at The Blue Cabin, and will be with us from June 20 through August 1, 2023. Erica is a poet, essayist, and multi-disciplinary artist of Japanese (yonsei/四世) and Chinese descent. Born and raised on Qayqayt, Musqueam, Squamish, and Tsleil Waututh territories beside the Stó:lō (New Westminster, BC), she currently resides in Tkarón:to/Toronto, ON. Erica's work has appeared in Open Space's Open Word, The Fiddlehead, Vallum: Contemporary Poetry, and Room Magazine, among others. @ericahiroko

The residency is facilitating place-based and archival research into Erica H Isomura's family history as fishermen and survivors of the Japanese Canadian internment era on the west coast. More broadly, this work engages with and deepens the artist's understanding of multi-generational stories of Japanese, Chinese, and Indigenous cannery labourers along the Stó:lō (Fraser River). This research will contribute to Isomura's graphic novel project, which explores themes of silence, fragmented memory, and hauntings through Japanese Canadian internment and Chinese Canadian migration stories in BC.

On July 15th Erica hosted a writing workshop titled *Re-making Memory: Exploring Family, Ancestry, & Origin Stories*. In this writing workshop, participants joined Erica H Isomura at the Blue Cabin to explore different ways of writing about family, ancestry, and personal origin stories. Through childhood objects and family "artifacts," they considered both known and unknown histories, and the way formed memories shape us today. The workshop was geared towards all genres and forms of writing, including poetry, fiction, non-fiction, comics, and hybrid forms.

On July 23rd and 29th we will host an artist talk with Erica and an additional iteration of the writing workshop.

### UPCOMING RESIDENCIES

In September and October 2023 to finish our 2023 season we will welcome Gunditjmara artist **Tarryn Love** from Melbourne, Australia into residence as part of the Blue Cabin and grunt gallery's multi-year collaboration with Footscray Community Arts Centre in Melbourne. Tarryn Love is a proud Gunditjmara Keerray Woorroong woman, born and raised on Wadawurrung Country. She is a koorroyarr, teenyeen ngapang, tyeentyeeyt ngapangyarr and wanoong ngeerrang - granddaughter, youngest daughter, youngest sister and proud Aunty. Tarryn is an emerging artist, curator, and producer, and her practice exists in the space of creative cultural expression. She creates under the collective of Koorroyarr which means 'granddaughter' in her Mother Tongue, honouring her positionality as a Gunditjmara woman. Koorroyarr represents that the sustainability of her cultural practice is in the sharing of knowledge and pays respect to her family and Ancestors, past and living. Tarryn's work represents the distinctiveness of Gunditjmara ways of Knowing, Being and Doing that is not one way but constantly happening and changing. Overall, she aims to explore her identity in the here and now while centring language and carrying on the work of remembering, reclamation, regeneration, and revitalisation.

In 2024 we are looking forward to welcoming a full slate of artists selected during our open call, where over 150 artists from around the world submitted for an opportunity to hold a residency at the Blue Cabin. With more details forthcoming, we can share that the Blue Cabin is excited to welcome Turkish performance and multimedia artist **Dilara Akay**, long delayed due to the COVID-19 pandemic. Also Vancouver-based multimedia artists Noelle Lee and Simon Grefiel, and Haida weaver Ariane Xay Kuyaas are slated for places in our 2024 program year.

## COMMUNITY PROGRAMMING

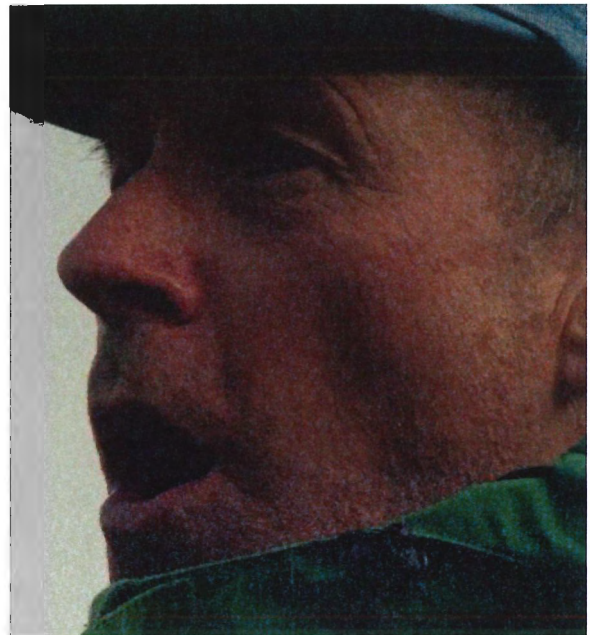


### Doors Open Richmond 2022 & 2023

The Blue Cabin held open hours as part of the annual Doors Open Richmond event for the weekends of June 4th & 5th 2022 and June 3rd & 4th 2023. Hundreds of visitors were welcomed to tour the historic Blue Cabin and learn about the facility, the history of this unique program, and to learn more about the artists in residence and the program priorities of the Floating Artist Residency.

### Steveston Salmon Festival 2022

On Friday, July 1, 2022 The Blue Cabin participated in the 75th Anniversary of the Steveston Salmon Festival, a multi-day arts and culture event that takes place each year all around Steveston. In anticipation for Michelle-Marie Letelier's upcoming residency, the cabin was open for the day and hosted an ongoing screening of a short film produced by Letelier. The film documented a Yoik recording in September 2021 at the Lofoten Mountains. Sung by Ánde Somby, the audio from this session was originally recorded as part of Letelier's project titled *The Bone*, a virtual reality experience taking place inside the skull of a wild salmon.



## Steveston Salmon Festival 2023

On Saturday, July 1st 2023 the Blue Cabin opened our doors for the annual Steveston Salmon Festival. We provided guided tours of the Blue Cabin facility with special attention to the salmon focused artworks by Chase Gray and Calvin-Charlie Dawson displayed as part of the Sovereign Waterways program.

## Sovereign Waterways

In November 2022 we installed the first of a series of three public art pieces by artists from the local host nations:

Calvin Charlie Dawson/Ts'kanchtn has installed *Protect the Salish Sea* on the river side of the Blue Cabin's deck house, depicting the foundational species of coastal ecosystems: a spawning salmon and roe to greet the fishing boats that travel past daily.

Chase Gray has installed work that holds up the eagle, the salmon, and the two-headed serpent and the wooly dogs that signal x̣ẉməθḳẉəỵəm territory, history, and weaving traditions. In the months to come, Jonas Jones will present an installation on the deck house using the circular format of a spindle whorl, setting two orcas in a curving composition.





## The Big Print in Steveston

Working with a team of Japanese Canadian and Indigenous artists, the project built on the past success of Big Print Chinatown 2016. Seven woodprints were designed and cut by artists Mariko Ando, Dona Nabata, Atheana Picha, Kinichi Shigeno, Debra Sparrow, Cyler Sparrow-Point/Isaiah Sparrow, and Richard Tetrault/Gerald Pedros.

Printed with an industrial steamroller process on September 3rd and 4th 2022 the 4' x 8' printed works were displayed at a reception on September 24th. Printing and the reception were at 4300 Imperial Landing, just adjacent to the Blue Cabin's moorage at Imperial Landing.



## Foreshore Immersive 2023

Blue Cabin partner Other Sights for Artists Projects hosted two sessions of their Foreshore Immersive Series, with additional sessions coming later this year with the Fraser Estuary Research Collaborative and Dylan Robinson & Michael Nardone.

On May 6th, 2023 we witnessed *The Language the Land Remembers*, conversation with Faith Sparrow-Crawford and Salia Joseph from Host Consulting, and the first session for Other Sights' Foreshore Immersive. From Faith and Salia:

*"The Language the Land Remembers speaks to a re-ordering of affairs in our own territory, where we are foregrounding the ways that MST people speak to our territories and the way that our lands speak back. The centering of the languages that the land remembers, the design forms, the tongues, the belongings we come from that show our families, our lineages, our character. We intend to speak about the creation of Host Consulting on the grounds of celebrating our ways of being on our own territory so that our ancestors are surrounded by what they recognize, so that our little ones and everyone in between know that they are home. This process requires pushing through decolonization as metaphor, and signaling allyship into something different. A new version of the old and breathing life in the future of our territories."*



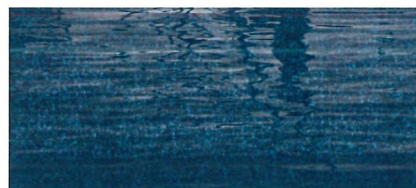


On Saturday, May 27th at Branscombe House we hosted the Foreshore Immersive session: Queering the Coast. What might it mean to bring queer perspectives to the places where land and water meet? This edition featured a conversation between two coastal scholars, Natasha Fox and Coll Thrush. This hybrid event invited the community to listen in and contribute to the discussion in-person or online as they think with each other and with the coast. **Natasha Fox** is a postdoctoral scholar with the Cascadia Copes Hub at Oregon State University who applies queer theory and participatory community-engaged research methodologies to her work with LGBTQ2S+ communities living in earthquake and tsunami prone coastlines of Japan and Oregon. **Coll Thrush** is a historian at the University of British Columbia working on a critical history of shipwrecks in the so-called "Graveyard of the Pacific," including the potential for applying queer theory to maritime disaster and colonial failure.

### Currents and Waves

Blue Cabin partnered with Other Sights for Artists' Projects to create a dedicated Blue Cabin Broadcast Day on *Currents and Waves*, an online radio platform that runs 24/7 ([www.currentsandwaves.ca](http://www.currentsandwaves.ca)). Curated by Other Sights as a way for listeners to situate themselves outside the realm of the visual, this rich audio program encourages awareness and exploration of 'what cannot be seen' as central to a richer understanding of public space. Like the foreshore, it is constantly changing, ebbing and flowing with old and new audio. Ideas propagate and drift through a range of topics including crisis, resilience, the foreshore, deep listening, Indigenous activism, and the Blue Cabin. Program formats range from podcasts and radio-dramas to experimental audio-zines, music playlists, and nature reserve broadcasts.

Blue Cabin Thursdays on *Currents and Waves* include experimental jazz albums by longtime cabin resident, artist, writer and musician Al Neil, past cabin artist resident talks, lectures on the squatter history of the foreshore in and around Vancouver's waterways, and experimental song playlists dedicated to the Ocean. Blue Cabin audio programming plays twice daily on Thursdays on *Currents and Waves* and will continue to broadcast weekly.





The Blue Cabin received a 2023 Richmond Heritage Award from the Richmond Heritage Commission

**The Blue Cabin thanks you for your support for our 2022-23 program!**

Photo Credits:

*The Blue Cabin at Imperial Landing*, May 2022, Photo: Henri Robideau (P1)

*Towing the Blue Cabin into Steveston*, January 2022, Photos: George Faulkner (left) and Colin Griffiths (right) (P2)

*Blue Cabin Launch: Richmond City Council, Debra Sparrow and Blue Cabin*. March 2022, Photo: Sunshine Frere (P2)

*Debra Sparrow & Atheana Picha at the loom* April 2022 Photos: Nathaniel Marchand (P3)

*Zoe McDonnell Dye Workshop*, May 2022, Photos: Nathaniel Marchand (P4)

*Debra Sparrow and Wilfred Wilson*, June 2022, Photo: Nathaniel Marchand (P4)

*Debra Sparrow with completed weaving*, May 2022, Photo: courtesy of artist (P5)

*Debra Sparrow with Richmond City Council*, May 2022. Photo: City of Richmond (P5)

*Portrait of Keely O'Brien*, Photo: courtesy of the artist (P6)

*Dream Home Shrine by Keely O'Brien*, September 2022, Photo: Jordan Schinkel (P6)

*Monoprinting Workshop with Keely O'Brien*, October 2022, Photo: Jordan Schinkel (P7)

*Distribution of the Dream Home Manifestation Guide*, October 2022, Photo: Jordan Schinkel (P7)

*Atheana Picha*, January 2023, Photo: Courtesy of the Artist (P8)

*Atheana Picha Block Printing Workshop*, February 2023, Photo: Jordan Schinkel (P8)

*Listening to Lhq'a:lets*, February 2023, Photo: Courtesy of Artists (P9)

*Michelle-Marie Letelier*, April 2023, Photo: Courtesy of of Artist (P10)

*Michelle-Marie Letelier Bioplastics workshop*, May 2023, Photo: Jordan Schinkel (P10)

*Erica Isomura*, July 2023, Photo: Courtesy of Artist (P11)

*Doors Open Richmond*, June 2022, Photo: Richmond Museum, Kai Jacobsen (P12)

*Yoik documentation for "The Bone" by Michelle-Marie Letelier*, Photo: Jona Kleinlein (P12)

*Protect the Salish Sea*, November 2022, Photo: Sunshine Frere (P13)

*Sovereign Waterways, Chase Gray*, April 2023, Photo: Sunshine Frere (P13)

*Big Print Images 1, 2, 3*, September 2022, Photos: Courtesy of Debra Sparrow (P14)

*The Language the Land Remembers, Salia Joseph and Faith Sparrow-Crawford*, Photo: Sunshine Frere (P14)

*Anthony Meza-Wilson with Richmond Heritage Award*, Photo: Erica Isomura (P16)



The Blue Cabin is an initiative by Creative Cultural Collaborations Society,  
grunt gallery and Other Sights for Artists' Projects Association.



July 25, 2023

Dear City of Richmond,

The Vancouver Maritime Museum would like to offer the Blue Cabin moorage at our Heritage Harbour for a period of 2 years.

In order to accommodate the above, the VMM will need to complete a number of upgrades:

1. Extend one of the docks at Heritage Harbour
2. Install 2 additional pilings to secure the cabin float.
3. Dredge the area.
4. Connect the dock electrical to the new extension.

The above list is scheduled to be completed by late 2024 or early 2025. Once the upgrades are complete, the Blue Cabin is invited to re-locate to our Harbour.

Please don't hesitate to contact me if you have any questions. We are very excited about this partnership and look forward to working with the Blue Cabin team.

All the best,

A handwritten signature in black ink that reads "Nicola Clur".

Nicola Clur (she/her)  
Managing Director  
Vancouver Maritime Museum  
1905 Ogden Avenue | Vancouver, BC V6J 1A3  
604-257-8310



# City of Richmond

## Report to Committee

**To:** General Purposes Committee

**Date:** September 7, 2023

**From:** Katie Ferland  
Director, Business Services

**File:** 08-4150-04-06/2023-  
Vol 01



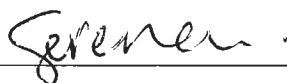
**Re:** **Community Wayfinding Strategy Guiding Principles**

### Staff Recommendation

1. That the Guiding Principles, as detailed in the staff report titled "Community Wayfinding Strategy Guiding Principles," dated September 7, 2023, from the Director, Business Services be endorsed; and
2. That these Guiding Principles be used to inform the strategic direction and actions of the draft Community Wayfinding Strategy.

*KFerland*

Katie Ferland  
Director, Business Services  
(604-247-4923)

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Parks Services	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
Communications	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Development Applications	<input checked="" type="checkbox"/>	
Arts, Culture and Heritage	<input checked="" type="checkbox"/>	
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## Staff Report

### Origin

The Richmond Community Wayfinding Strategy is being undertaken as a tourism destination enhancement initiative using Municipal and Regional District Tax (MRDT) funding, in collaboration with tourism stakeholders. This initiative is aligned with the City's 5-Year Tourism Plan (2022-2027) and has been endorsed by the City's MRDT Program partners, Tourism Richmond and the Richmond Hotel Association, which are each contributing \$25,000 toward project costs.

Wayfinding connects people to their surroundings and helps guide them through their physical environment, including through directional signage and visual landmarks. Wayfinding can also be used to promote public attractions, places of special interest, and the best routes for moving through the city. In this context, the focus is on public wayfinding rather than wayfinding on private property or to specific private businesses.

While many people may use digital tools such as online maps to assist with wayfinding, these are not equally accessible to all and can also be enhanced through physical wayfinding to improve the user's overall experience. Those with accessibility concerns may find physical wayfinding particularly helpful in navigating the city, as may international travellers without digital access or those using active transportation. For visitors and residents alike, the integration of physical and digital tools can assist in finding a destination once one has arrived in an area – and exploring previously unknown nearby destinations.

The Community Wayfinding Strategy (the Strategy) will guide and coordinate future public wayfinding and signage investments in Richmond, ensuring that these are designed and implemented in a well-planned and resource efficient manner. Over time, as the Strategy is implemented, the wayfinding approach in Richmond will enhance the experience for both visitors and residents as they move through the city.

The Community Wayfinding Strategy is being informed by a research and needs assessment phase as well as a public and stakeholder engagement process. The outcome of the project will be a Community Wayfinding Strategy that includes a conceptual design framework and an implementation framework with recommendations for phased implementation and priority projects.

In a previous memorandum dated February 1, 2023, Council received notification regarding the launch of the public and stakeholder engagement process on February 21, 2023. That initial engagement phase is now complete.

In addition to the input received through the public and stakeholder engagement, the consultant team has made site visits to various areas of the city, undertaken work on the research and needs assessment phase, and has held follow-up focus groups to expand and confirm initial findings.

The purpose of this report is to seek Council's approval on the proposed Guiding Principles identified through the public and stakeholder engagement process and other work to date which, if endorsed by Council, will shape the direction and development of the Strategy.

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

*1.4 Leverage a variety of approaches to make civic engagement and participation easy and accessible.*

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

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

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

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

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

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

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

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

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

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

## **Analysis**

### **Public and Stakeholder Engagement**

An important aspect of developing the Community Wayfinding Strategy is through the engagement and input of a broad group of residents, businesses, and other key organizations. Between February 22 and April 21, 2023, public and stakeholder engagements were conducted,

including a Let's Talk Richmond<sup>1</sup> survey, pop-up events in Steveston and at Lansdowne Station, and a series of seven focus groups.

There was strong engagement from the community, which included 160 participants at the pop-up events, 39 participants from 28 organizations at the seven focus groups, 999 visitors to the Let's Talk Richmond page about the initiative, and 203 survey responses from the general public.

Participants were given an opportunity to share input and priorities for Richmond's wayfinding strategy, including identification of key destinations, wayfinding challenges and opportunities, general style and design aesthetics, and guiding principles for the strategy. Their input is captured in the "What We Heard" Report from the consultant team (Attachment 1).

### Guiding Principles

Through the expertise and early research undertaken by the consultant team, as well as early engagement with the City's cross-departmental staff working group on the Community Wayfinding Strategy, 20 potential Guiding Principles were created. These Guiding Principles were then presented to participants in the public and stakeholder engagement activities to gain feedback and insights on participants' key priorities for wayfinding in Richmond. Six Guiding Principles have now been identified as most important for a wayfinding system in Richmond.

The Guiding Principles will be key in shaping the direction of this initiative, supporting decision-making and informing the development of the Community Wayfinding Strategy. The following draft Guiding Principles are proposed:

1. Clear and intuitive
  - Easy-to-understand language, legible fonts, and simple graphics should be used.
  - Establish consistent use of terminology, nomenclature and visual cues.
  - Position and locate signs appropriately to ensure good visibility and legibility.
2. Inclusive and accessible for all backgrounds and abilities
  - Employ accessibility best practices regarding contrast, font size, and typeface, to ensure improved legibility.
  - Where appropriate, include braille or other tactile elements for those who are visually impaired.
  - Employ pictograms to support an inclusive and accessible experience, as these display information quickly and universally, transcending language barriers and levels of ability.
3. Encourage discovery and exploration
  - Wayfinding and signage can foster a sense of discovery by highlighting key destinations and making users aware of the wide range of attractions proximate to their current location.

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<sup>1</sup> <https://www.letstalkrichmond.ca/wayfindingstrategy>

- Application of unique graphics or other design elements to create an inviting atmosphere and encourage people to explore the area.
4. Consider the role of technology in navigation and placemaking
    - Explore and enhance the interface between physical and digital elements in helping people move through the city.
  5. Promote city and neighbourhood character and identity
    - Support city place-making with the development of an overarching “Richmond” character for the family of signs.
    - Explore opportunities that allow individual neighbourhoods to communicate their own identity (i.e. a sub-brand or differentiating feature).
  6. Support local business and economy
    - Wayfinding and signage should highlight a range of destinations and attractions, in support of the local economy.

The Guiding Principles will inform the draft Community Wayfinding Strategy and provide direction to the project team and the City staff cross-departmental project working group in the development of the Strategy.

#### Project Update and Next Steps

There are many components that will help shape the Community Wayfinding Strategy, ensuring that it is informed by global best practices and is also uniquely “made in Richmond” to enhance the experience of the city. The public and stakeholder engagement phase and research and needs assessment work (including site visits to multiple locations) have been foundational in producing and prioritizing the principles on which the Strategy will be based to deliver on its goals.

Following Council’s endorsement of the proposed Guiding Principles, work will proceed on the draft Community Wayfinding Strategy, including strategic recommendations and approach and the development of a design framework.

Staff anticipate presenting a draft Community Wayfinding Strategy in Winter 2024 for Council’s consideration prior inviting public input on the draft and then proceeding to the development of a final version of the Strategy. An implementation plan framework with recommendations for phased implementation and priority projects will then follow.

#### **Financial Impact**

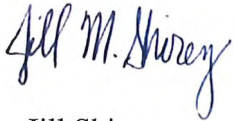
None.

#### **Conclusion**

The Guiding Principles, based on expert research and prioritized through a public and stakeholder engagement process, will provide a strong foundation for the consultant project team and staff working group to develop the draft Community Wayfinding Strategy. These Guiding

Principles will inform and shape the overall wayfinding approach in the Strategy and the associated design and implementation frameworks.

The final result expected is a Community Wayfinding Strategy that will guide and coordinate future wayfinding investments in Richmond and improve the experience of the city for residents and visitors alike.

A handwritten signature in blue ink that reads "Jill M. Shirey". The signature is written in a cursive, flowing style.

Jill Shirey  
Manager, Economic Development  
(604-247-4682)

Att. 1: "What We Heard" Report





# City of Richmond Community Wayfinding Strategy

## What we heard report

May 2023

Prepared by Happy Cities



**entro**



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# 1. Introduction

## Project overview

As Richmond grows, both as a place to live and as a place to visit, the City wants to unify and enhance Richmond as a vibrant destination. The new Community Wayfinding Strategy will consider how people move—through all types of transportation—to elevate the experience of Richmond for visitors and residents alike. The Strategy will include recommendations for implementation, such as new signs, digital wayfinding systems, and potential pilot projects.



### What is wayfinding?

Wayfinding connects people to their surroundings and helps them find their way—for example, through directional signage and visual landmarks. Wayfinding can also promote attractions, places of special interest, and the best routes for moving through the city.

To inform direction and ensure success, the Strategy requires community input. The public and key stakeholders were invited to share their ideas. Participants' priorities and concerns will help shape the direction of the Community Wayfinding Strategy, for example, in identifying areas around the city that will benefit from improved signage.

Opportunities for engagement were informed by the local context of Richmond, including reaching people with diverse backgrounds and a significant number of Mandarin and Cantonese speakers. While the Community Wayfinding Strategy will be completed in English, an interpreter was available at the public pop-up events to assist with translation of the survey, questions, and comments, enabling participation from a wider range of people.

## Timeline

- Spring 2023 | Public engagement to inform the Community Wayfinding Strategy
- Winter 2024 | Draft Community Wayfinding Strategy
- Summer 2024 | Final Community Wayfinding Strategy

## 2. What we did

### Promotion

We aimed to create an inclusive engagement process to hear from voices across Richmond, including residents and visitors from all different backgrounds. To do so, we:

- Met residents where they are, rather than asking them to come to us
- Offered a variety of easy, accessible, and inclusive ways to give feedback (online and in person)
- Provided translation of the press release and interpretation services at in-person pop-up events

We reached out to share graphics and key messages with Richmond residents and visitors through:

1. **Press release:** A press release in English and Traditional Chinese was published on three media outlets (Richmond News, Richmond Sentinel, Sign Media Canada) and the City's website.
2. **Social media:** The City, and Happy Cities, and Entro shared social media posts to encourage participation in engagement activities (on Instagram, Facebook, Twitter, and LinkedIn).
3. **Posters:** The City displayed eye-catching posters at community centres and civic facilities and digital posters at select transit shelters across Richmond.
4. **City email:** The City emailed over 6,000 community members registered via Let's Talk to announce the project launch, sharing a link to the project page and online survey.
5. **Email invitations:** Over 45 stakeholders were emailed (including organizations and individual representatives from local business, tourism, sports, arts and culture, and transportation).
6. **Newsprint:** Advertisements were placed in the printed versions of the Richmond News and Richmond Sentinel.

### Engagement activities

We offered three primary ways for the Richmond community to share feedback. These avenues of participation ensured that, regardless of technological abilities, people were able to share their ideas and priorities for wayfinding in Richmond.



**Survey:** Residents and visitors alike were invited to fill out an online survey on the City of Richmond's Let's Talk page ([www.letstalkrichmond.ca/](http://www.letstalkrichmond.ca/)). A printed version of the survey was available at each pop-up.



**Focus groups:** We organized and hosted seven focus groups with key stakeholders. Sessions were 1.5 to two hours long each, and took place between March 5-14 and on April 20, 2023. Four of these sessions were held online and three in person (at City Hall, the City Centre Community Centre, and Tourism Richmond).

**Pop-up events:** We hosted two public pop-up events in Richmond. Each event was three hours long, with free beverages and healthy snacks.

- Saturday, March 11 in City Centre (by the Lansdowne SkyTrain station)
- Saturday, April 2 in Steveston (by the Gulf of Georgia Cannery)



# 3. Who we heard from

## Participation

### Pop-up events

160 participants

### Focus groups

39 participants  
from 28  
organizations

### Let's Talk page

999 visitors

### Online survey

203 responses

#### Pop-up events

- Participants who shared optional demographics were a mix of residents (42%), visitors from the Lower Mainland (31%), students (19%) and tourists (8%).
- Participants reflected a relatively even balance of genders, ages, and backgrounds.
- Most participants spoke briefly with the engagement team, contributing to two to four of the interactive display boards (see Appendix 2). A smaller number asked questions to the team (e.g., on language, location, and digital wayfinding).

#### Focus groups

- Across seven sessions, we heard from 39 participants. Many more participants were invited but either declined the invitation or were unable to attend.
- Over 28 community organizations and committees were represented, including:
  - City departments
  - Vancouver Airport Authority
  - Translink
  - Tourism Richmond
  - Kwantlen Polytechnic University
  - Chamber of Commerce
  - Public Library
  - Metro Vancouver
  - HUB Cycling
  - Steveston Harbour Authority
  - Steveston Heritage Sites
  - Sea Island Heritage Society
  - Richmond Centre for Disability
  - Alzheimer Society of BC
  - McArthur Glen Designer Outlet
  - Sheraton Airport Hotel
  - Lansdowne Centre
  - Richmond Arts Coalition
  - Richmond Arts Council
  - Richmond Art Gallery
  - Gateway Theatre
  - Richmond Sport Hosting
  - The Sharing Farm
  - Seniors Advisory Committee
  - Rod & Gun Club



# Participation (continued)

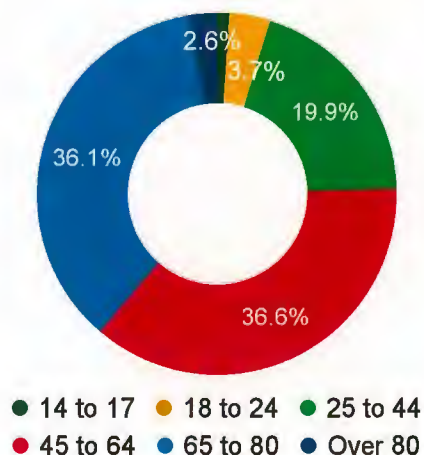
## Let's Talk page

- The Let's Talk page launched to the public on February 22, 2023, hosted at [www.letstalkrichmond.ca/wayfindingstrategy](http://www.letstalkrichmond.ca/wayfindingstrategy).
- Between February 22 and April 10, the page received 999 visitors.
- Let's Talk categorized 800 visitors as aware, 452 of which were informed, and 203 of which were engaged:
  - Aware participants visited the landing page
  - Informed participants visited multiple pages, downloaded a document, or viewed key dates
  - Engaged participants filled out the survey

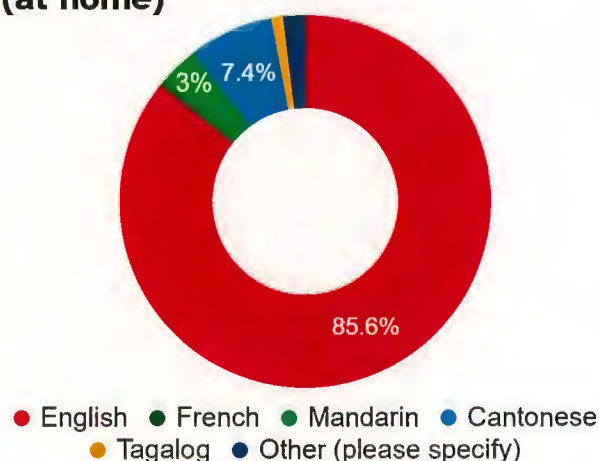
## Online survey

- A total of 203 responses were submitted to the online survey. Zero responses were received through the printed survey at the pop-ups.
- Just over half of respondents identified as female (55%) compared to male (44%).
- A large majority of respondents were Richmond residents (90%), compared to tourists or international visitors (4%), visitors from the Lower Mainland (4%), and students (2%).

## Age



## Language (at home)



# 4. What we heard

## Wayfinding priorities

### Guiding principles

Participants at the focus groups and pop-ups identified and voted for the following as top priorities to guide the development of the new wayfinding system.

1	2	3	4	5
Clear & intuitive (35)	Inclusive & accessible for all backgrounds & abilities (34)	Encourage discovery & exploration (23)	Promote neighbourhood character & identity (20)	Support local business & economy (19)
Creative & innovative (17)	Inclusive & welcoming (15)	High quality & future-proof (14)	Guide visitors & tourists (13)	Encourage active transportation & promote health (13)
Unique & distinct from other cities (12)	Facilitate ease of movement for all modes (12)	Tell the story of Richmond—heritage & experience (11)	Integrate with digital wayfinding opportunities (11)	Represent Richmond's diverse population (10)
Reflect Richmond's natural environment (10)	Uniform & integrated across the city (7)	Bold & eye-catching (7)	Flexible & adaptable (6)	Create a strong sense of place & community (6)

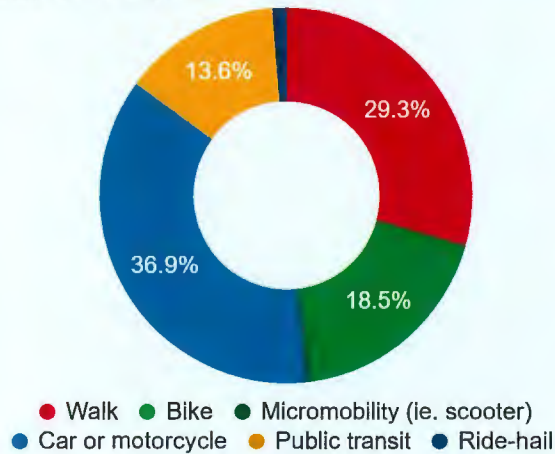




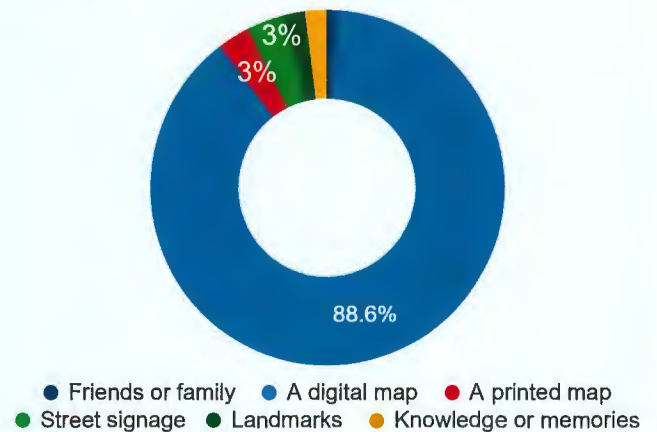
# Getting around

Survey respondents shared how they get around the city, and the navigation tools that they use regularly.

Mode of travel



Method of navigation



**9/10**

Survey respondents use their phone or car map to navigate.

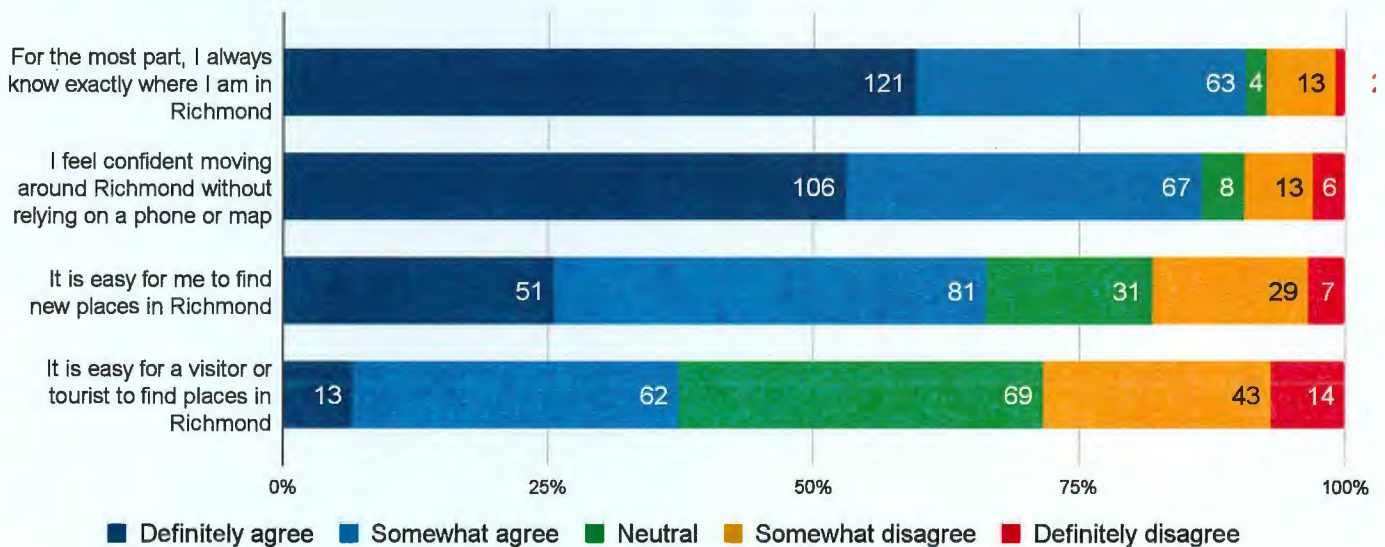
**50%**

Of survey respondents are active—walking or biking.

**2x**

Survey respondents are twice as comfortable navigating Richmond than a visiting friend

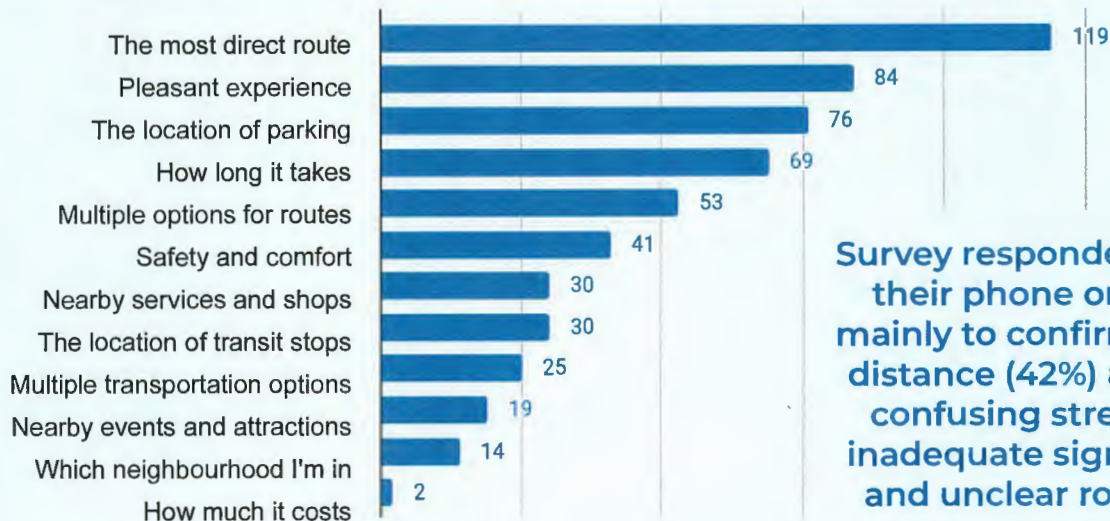
Survey respondents shared:



# Experience of wayfinding

Survey respondents commented on the experience of wayfinding across Richmond, for themselves and for their friends and family.

**Wayfinding tools:** Survey respondents noted that wayfinding tools should provide information on:



Survey respondents rely on their phone or car map mainly to confirm time and distance (42%) and due to confusing streets (16%), inadequate signage (10%), and unclear routes (9%).

## Recommended attractions

When asked which attractions or destinations they would recommend to a visiting friend, 84% of respondents mentioned Steveston Village (161 votes). The other top 10 recommendations received between 16-40 votes, and include:

- Historic sites (Steveston Village, Gulf of Georgia Cannery, and Britannia Shipyards)
- Parks (Dyke Trail, Garry Point, Terra Nova, Iona Beach, Minoru Park, and Nature Park)
- Richmond Night Market
- Richmond Olympic Oval
- Richmond Centre

## Wayfinding at Steveston

Wayfinding needs are nuanced when it comes to Steveston. People indicated equally the need for improved wayfinding to Steveston (from other parts of the City) as much as improved wayfinding within Steveston to highlight the many local attractions and amenities.

## Top destinations for improved wayfinding

- 1 Steveston Village
- 2 Richmond Olympic Oval
- 3 Britannia Shipyards
- 4 Iona Beach
- 5 Richmond Night Market
- 6 Neighbourhoods



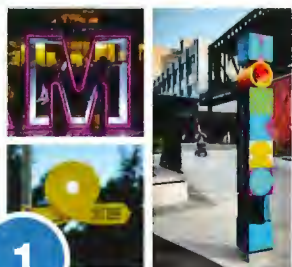
# Style & aesthetics

At the pop-ups and focus groups, participants were asked to vote for the wayfinding aesthetic that they thought best represents Richmond.

The “Fun & playful” aesthetic received the most votes in support, as well as the most votes of opposition. With the exception of “heritage & historic,” all aesthetic styles scored relatively high.

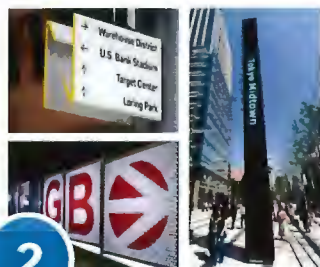
	For	Against
Fun & playful	66	23
Modern & fresh	65	13
Natural & authentic	60	13
Heritage & historic	39	14

## Fun & playful



1

## Modern & fresh



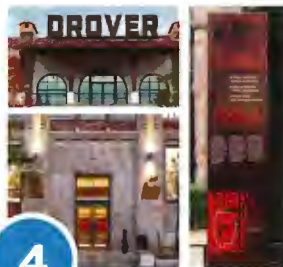
2

## Natural & authentic



3

## Heritage & historic

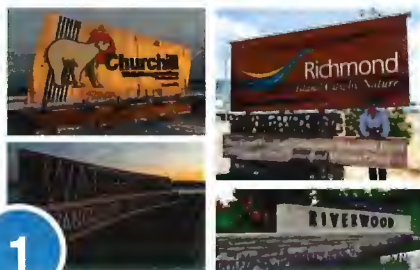


4

Similarly, when asked “How do we welcome people to the City of Richmond?” participants voted fairly comparably for monument signs, gateway signs, and big bold letters.

Monument signs	45	12
Gateway signs	39	10
Big bold letters	34	12

## Monument signs



1

## Gateway signs



2

## Big bold letters



3

# Style & aesthetics (continued)

Comments on each of the presented aesthetic styles are summarized below. It was noted that several styles could complement each other—especially modern & fresh with natural & authentic.



1

## Fun & playful

- Colour can be a strength with strong visibility (and if lit)
- Colour should be used in moderation (not overdone and with care to contrast)
- Is more suitable for certain locations (like City Centre)
- Acts as a strong advertisement for a place
- Playful may be less accessible across backgrounds
- Not compatible with existing streetscape (City and private)



2

## Modern & fresh

- Represents the urban feel of Richmond
- Is clear and legible
- Is easy for diverse backgrounds to interpret



3

## Natural & authentic

- Natural materials like wood reflect Richmond well, especially the many parks and access to nature
- Consideration needs to be made for lifespan, maintenance, and visibility (contrast) of natural materials
- An opportunity to tell a local story (ecological and historical—including on Indigenous place)



4

## Heritage & historic

- Site specific and most suitable in Steveston
- Not representative of the City as a whole (especially as a young and diverse city)
- Consider carefully whose history is being told



# Strengths & opportunities

## Focus group discussion

Focus group participants were asked to identify any community interests or priorities that had not yet been discussed. The following themes were noted.

### Local business and tourism

- Business owners have expressed interest in improved wayfinding and directions for customers, to highlight local businesses
- Events, conferences, and sports tournaments are a large draw to Richmond from the region and internationally
- Wayfinding could promote events and welcome people more strategically to key conference centres and sports facilities (e.g., a digital sign at the airport showcasing current events)
- Wayfinding should be able to inform people of existing destinations as well as future destinations

### Accessibility and inclusivity

- Inclusivity for all—including, but not limited to, different cultures, backgrounds, languages, and physical abilities
- Safety for pedestrians and mobility aid users in car-centric parts of the city (such as City Centre) are a top priority
- Wayfinding and lighting go hand in hand for night time safety
- Wayfinding should help people orient themselves, and account for the needs of people with dementia (simple, clear, icons) or who are blind (tactile elements)
- The location, size, and contrast of new signage will be important
- Walkability and integration with public transit should be a key outcome of the wayfinding system

### Neighbourhood character and identity

- Wayfinding can enhance local character and identity (for example, around the names and boundaries of neighbourhoods)
- Wayfinding in Steveston can help create a coherent experience
- Identity should encompass Indigenous history and names

### Parks and trails

- Wayfinding will encourage visitors to explore destinations like parks, even spontaneously
- Wayfinding helps large parks feel easier to enter and navigate
- Public washrooms are key amenities and should be featured

### Public art as landmarks

- Public art can serve as key landmarks and could improve the experience of wayfinding across the City
- An opportunity to involve local artists in contributing to a sense of place and to create assets that appeal to Richmond

## Strengths

The City's grid street system and its many popular destinations were noted as strengths.

## Opportunities

Include enhancing key welcome points and a sense of place when entering and visiting Richmond—for residents and visitors alike.

## Challenges

Include car-centric traffic and pinch points (with limited access into the City through the bridges and tunnel).

# Mapping experiences

## We asked participants at the focus groups and pop-up events to map their experience of wayfinding in Richmond.

In total, participants identified 65 pain points, 143 destinations and attractions (for visitors and residents), and 17 general comments (many of which overlap with pain points). Each point is visualized in the digital map. Notably, a number of participants seconded the comments and dots on the map but did not add their own vote to the map. A general summary of the map results is presented below, highlighting the destinations and pain points that received the most votes. Call outs for City Centre, Steveston, and the northern connections are detailed on the following pages.

### Top destinations:

- Steveston
- Minoru Park
- Civic facilities in City Centre (library, cultural centre, parks)
- Terra Nova
- The Richmond Olympic Oval and area
- Bridgeport and River Rock Casino area
- Garden City
- Richmond Nature Park
- Iona Beach and MacDonald Beach Park
- Tait Waterfront Park and area
- Finn Slough
- The West Richmond Community Centre

### Top pain points located across the City:

- The Massey Tunnel — signage, construction, lack of welcome
- Steveston — limited parking, knowing what's around the area
- City Centre — finding destinations, construction, lack of pedestrian infrastructure
- Northern connections — difficult to navigate (all modes), development, access points and signage
- Knight Street bridge
- Additional Richmond destinations feel cut off — Burkeville, trails north of Grauer, Richmond Nature Park, and more

### Main themes of comments:

- Entrances to the City — not knowing when you've entered Richmond
- New development — impacts of construction, new towers, and road changes
- Getting around — wayfinding to better support connectivity to a variety of Richmond destinations that feel cut off (with limited signage or access for different modes of transportation)

## Map

Interactive map:

[www.tinyurl.com/m6sz3ewy](http://www.tinyurl.com/m6sz3ewy)

# Mapping experiences: City Centre



## City Centre summary

Top City Centre destinations:



- Minoru sports amenities
- Cultural Centre amenities
- Richmond Olympic Oval sports amenities

Top City Centre pain point locations:



- Minoru Boulevard
- No. 3 Road
- Brighouse Station
- Cultural Centre (access and parking)
- Dinsmore Bridge



# Mapping experiences: Steveston



## Steveston summary

Top Steveston destinations



- Garry Point Park
- Steveston Harbour wharf area
- London Landing area
- Various points of interest along Dyke Rd and Dyke Trail

Summary of additional pain points and comments:



- Limited parking throughout Steveston

# Mapping experiences: Northern connections



## Northern connections summary

Top destinations: 

- Dykes along River Rd
- River Rock Casino and area
- Sea Island Centre and parks
- Tait Waterfront Park

Pain point locations: 

- Moray Bridge
- The intersection at No. 3 Rd, Bridgeport Rd and Sea Island Way
- The Arthur Laing Bridge and access points
- Parking and access to parks (including MacDonald Beach, Tait Waterfront Park, and Burkeville Neighbourhood Park)
- River Rd at Cambie Rd

Summary of additional comments: 

- Difficult access and connections for cyclists

# Additional input

## Tourism Richmond workshop

### Style and aesthetics

- Richmond is diverse—for both people's experiences and types of places—making a representative wayfinding style difficult to identify
- There is a fine line between sterile, and too playful (colour to be used in appropriate ways)
- Consider the pros and cons of incorporating formal municipal branding into wayfinding (preference to move away from formality and regular use of City logo)
- The wayfinding style should speak to the experiences of Richmond, and be simple and versatile
  - Also noted: Elegant, sophisticated, unique, vibrant
- Consideration is needed to best place monument or gateway signs (to be located where it *feels* like you've arrived in Richmond)
  - Big bold letters could make for a strong public art initiative (to complement wayfinding)

### Priorities

- Clear and intuitive
- Sense of place
- Discovery and exploration
- Flexible, adaptive, and futureproof
- Welcoming and accessible
- Pivot from existing wayfinding, while complementing Parks' assets

### Digital wayfinding

- Richmond identifies proudly as forward thinking, and so digital assets should be considered as appropriate (acknowledging that digital assets can easily become outdated)
- With higher costs for both maintenance and content creation, the City may explore building on existing digital assets (such as digital bus shelter screens) or adaptable options (like QR codes)
- While digital wayfinding is important to consider, static signs remain key (providing confirmation on destinations and remaining accessible)

### Pilot projects

- Both Steveston and City Centre could be considered as priority areas for wayfinding
- City Centre is preferred for the pilot project for various reasons, including new development, the cultural precinct, and connectivity to transit
- Pilot project to accommodate a full family of signage (a range of amenities, scale, and routes)

## Richmond Accessibility Plan (underway)

Additional wayfinding considerations have been noted by Happy Cities through stakeholder engagement during the development of the Richmond Accessibility Plan. These include:

- Priorities for style and aesthetics:
  - Consistent style
  - Plain language
  - Reduced visual clutter
  - Clear contrast (in font, size, and colour)
  - Visuals (including clear and simple iconography and universal symbols)
  - Clarity of purpose (that a sign is a sign, and not art, for example)
- New wayfinding assets to be accompanied by lighting and auditory features, where possible





# 5. Recommendations

## **Clarity on hierarchy**

As a next step, we recommend the City and Entro clarify the outcomes of the Community Wayfinding Strategy in order to understand the direction of the sign family and hierarchy. It will be important to confirm how varied the family of signs might be, versus consistent and uniform. Questions that remain include: Should the Wayfinding Strategy serve to create a cohesive city-wide image, or to celebrate Richmond's distinct neighbourhoods? Should Richmond embrace its heritage or create a modern, future-oriented wayfinding system?

## **Digital wayfinding**

A framework for the potential integration of digital wayfinding will have to be further explored. Clarity is required to understand the City's goals for digital wayfinding, potential scope, maintenance costs, and available budget. The confirmed direction of digital wayfinding (and rationale) should be communicated clearly back to the community in order to answer a commonly asked question.

## **Pilot project**

City Centre was the area most commonly referred to throughout our engagement. The area rose to the top as a priority area for future wayfinding interventions and as an area that faces challenges to wayfinding. Currently, City Centre is impacted by street closures, significant new development, and a new vision for the cultural precinct. Based on what we heard through community engagement, we recommend that City Centre be selected as the site of the pilot project. City Centre will provide a breadth of amenities and routes for the future pilot project to consider—from cycling routes and pathways, to civic amenities, local businesses, and multiple SkyTrain Stations.

## **Airport connectivity**

Further exploration on the connection between YVR and the City of Richmond is recommended, including on how the wayfinding system will integrate with SkyTrain stations—welcoming people from YVR and letting people know they are in Richmond, and sharing what the City has to offer. This may require consideration to the experience of landing at YVR as well as leaving YVR (via car or SkyTrain).

## **Additional stakeholder engagement**

We recommend a second connection with key actors and stakeholders who participated in the March-April 2023 engagement. We also recommend outreach to connect with additional leaders from the Musqueam Nation and across Richmond's accessibility and advocacy scene.

# Appendices

# Appendix 1: Summary snapshot

## Snapshot of what we did

A range of engagement activities helped inform the direction of the Community Wayfinding Strategy. Activities were promoted through a press release, news ads, social media, digital posters, a newsletter, and emails. Participants included members of the public and key stakeholders representing a variety of related backgrounds.

Engagement activities included:

- Online survey — 203 responses (90% Richmond residents)
- Seven focus groups — 39 participants
- Two pop-up events — 160 participants

## Snapshot of what we heard

- The following guiding principles rose to the top:
  - Clear and intuitive
  - Inclusive and accessible for all backgrounds and abilities
  - Encourage discovery and exploration
  - Promote neighbourhood character and identity
  - Support local business and economy
- Survey respondents shared that they:
  - Use their phone or car map to navigate (9/10)
  - Are quite active (50% walking and cycling)
  - Are confident navigating Richmond and know where they are (over 50%)
  - Are most interested in direct routes, a pleasant experience, and the location of parking
  - Recommend Steveston as the top destination to visit in Richmond
- Regarding style and aesthetic:
  - “Fun & playful” was most popular (as well as the least popular)
  - The feel of Richmond was identified as moderate, often falling between two categories (for example, between “fun & playful” and “modern & fresh”)
  - Monument signs and gateway signs were supported as ways of welcoming people to the city
- Through discussion and the mapping activity, we heard:
  - Strengths include the grid system and many popular destinations
  - There are opportunities to enhance key welcome points and a sense of place (for residents and visitors)
  - Challenges include car-centric traffic, many pinch points (with limited access into the City on tunnels and bridges), and new development making navigation difficult
  - Pain points were most prominent in City Centre, Steveston, and at entrances to the City (especially the northern connections and bridges)
  - Additional priorities included support for local business and tourism, ensuring accessibility and inclusivity, promoting neighbourhood character and identity, and using public art and landmarks

## Snapshot of recommendations

Through engagement, the project team identified a series of themes for further exploration. These include: clarity on hierarchy of signs; potential for digital wayfinding; the location of the pilot project in City Centre area; considerations for connectivity with the airport; and priority stakeholders for a second round of engagement.

## Engagement timeline

March-April 2023

## What we heard

Please refer to the full What We Heard Report for more information.



## Appendix 2: Engagement boards (1/4)

Share your thoughts on the City of Richmond's new...

### Community Wayfinding Strategy

*Brighthouse to Bridgeport, City Centre to Steveston, or wherever you need to go!*

#### What is wayfinding?

Wayfinding connects people to their surroundings and helps them find their way—for example, through directional signage and visual landmarks. Wayfinding can also be used to promote public attractions, places of special interest, and the best routes for moving through the city. Improved wayfinding will enhance the City of Richmond as a destination and as a community.



#### About the new Community Wayfinding Strategy

The City of Richmond is seeking your input on a new Community Wayfinding Strategy. The Strategy seeks to improve people's experience of moving through and navigating the city on all types of transportation. Your priorities and concerns will help shape the direction of the Strategy, for example, by identifying areas around the city that can benefit from improved signage.

The Strategy will include recommendations for implementation, such as new signs, digital wayfinding systems, and potential pilot projects.

Anticipated completion: Spring 2024

*The Community Wayfinding Strategy aligns with Richmond's Official Community Plan to be "a place where people live, work, and prosper in a connected and vibrant community."*



Learn more & fill out the survey: [www.LetsTalkRichmond.ca/wayfindingstrategy](http://www.LetsTalkRichmond.ca/wayfindingstrategy)



# Engagement boards (2/4)

## Community goals & priorities

The City of Richmond is interested in hearing your ideas to help residents and visitors navigate through Richmond with ease—by foot, on wheels, or via public transit.

We invite you to help us create the guiding principles and determine practical considerations—including aesthetics—for future wayfinding in Richmond.

### Instructions

Add stickers to the words that resonate most with you for the Wayfinding Strategy. Please add as many dots as you'd like, and add new ideas to the list!

### 1. How should wayfinding feel in Richmond?

*The wayfinding system should feel...*









Creative and vibrant	Other:
Clear and intuitive	Other:
Inclusive and welcoming	
Innovative	
Accessible to people of all backgrounds and abilities	
Unique and distinct from other cities	
Future-proof or long lasting	

### 2. What should the goals be for the wayfinding system?

*The wayfinding system should...*

Encourage discovery and exploration	Promote health and physical activity
Guide visitors and tourists	Tell the story of Richmond's heritage and traditions
Represent Richmond's physical geography	Integrate with wayfinding across the Lower Mainland
Represent Richmond's diverse population	Be distinct from other wayfinding in the Lower Mainland
Support local business and economy	Other:
Promote neighbourhood character and identity	Other:
Highlight the environment and natural ecosystems	

### 3. Who are we hearing from today? *Select all that apply.*

 I'm a local resident	 I'm a tourist	 I'm a visitor from the Lower Mainland	 I'm a young person (18-25)	 I'm here with my family (parents & kids)	 I'm a student	 English is my second language	 I'm a senior (65+)
---	--	--	---	---	---	--	---

# Engagement boards (3/4)

## Selecting a wayfinding style

The City wants to unify and enhance Richmond as a vibrant destination and a place to live. The Community Wayfinding Strategy will help to improve people's experience of Richmond, whether they are long-time residents, visitors, or newcomers. From Brighthouse to Bridgeport, Steveston to City Centre, or wherever people need to go—enhanced wayfinding will help everyone comfortably navigate and explore the city.

### Instructions

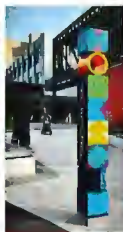
For each of the following categories, use **green** dot stickers to identify your favourite options for Richmond and use **red** dot stickers to identify options that do not work well.

#### 1. What style do you like best? Pick your top two choices.

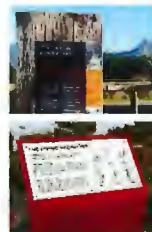
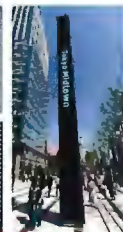


**Fun & playful**

Vote with stickers here



**Modern & fresh**



**Natural & authentic**



**Heritage & historic**



Share any other ideas here:

#### 2. How can we welcome people (both residents and visitors) to the City of Richmond? Pick your top choice.



**Monument signs**

Vote with stickers here



**Gateway signs**



**Big, bold letters**



Share any other ideas here:



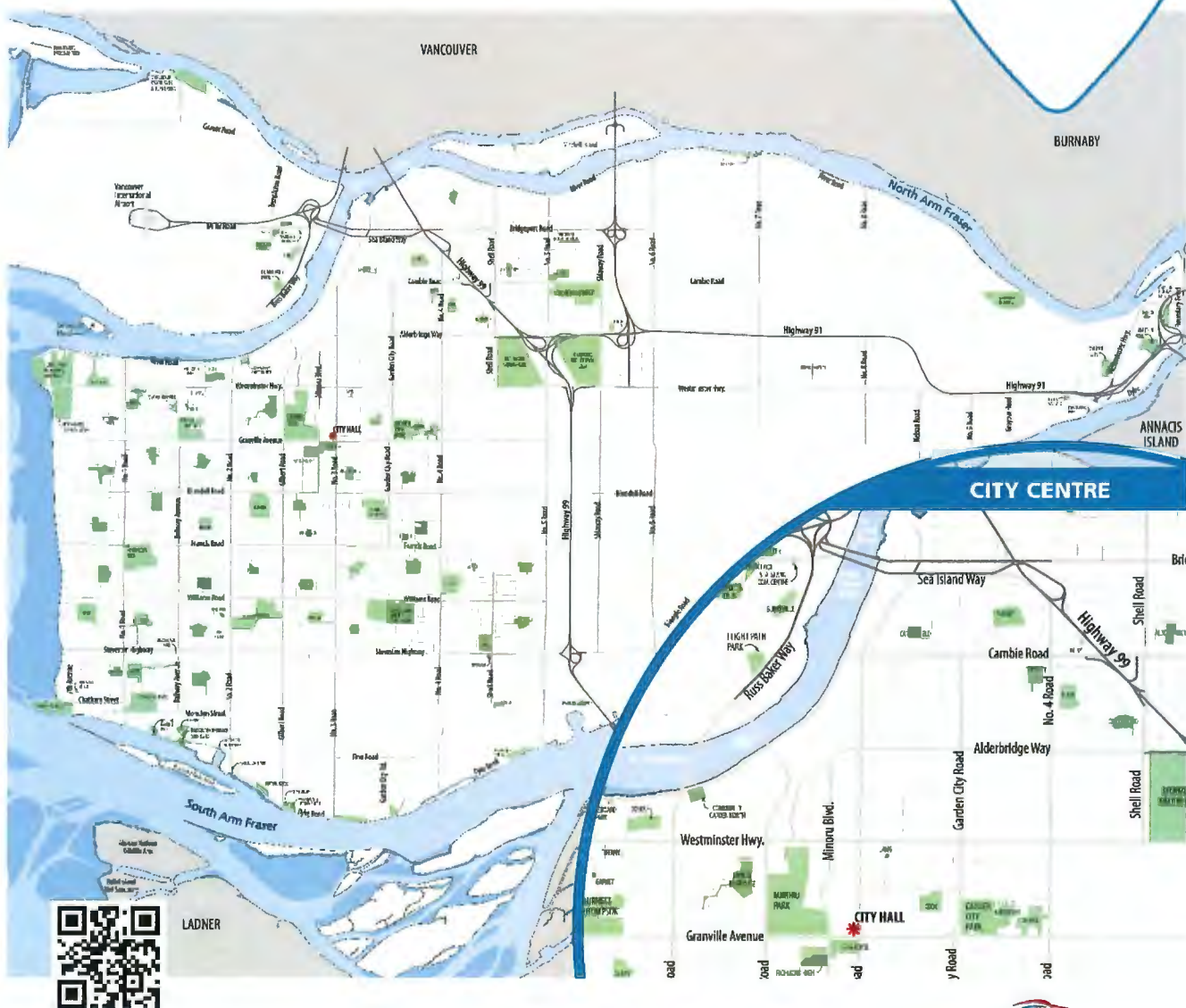
# Engagement boards (4/4)

## Help us map key locations in Richmond!

The Community Wayfinding Strategy must meet the needs of all community members. We invite you to share your ideas on navigating around town, whether as a resident or as a visitor. This map will help us understand the experience of moving around Richmond and identify priorities for the Strategy, including which areas will benefit most from improved signage.

### Instructions

- Use **blue** dots to indicate destinations that local residents (from Richmond and the lower Mainland) visit.
- Use **green** dots to indicate destinations that visitors and tourists visit.
- Use **red** dots to indicate challenging locations (such as intersections) or other 'pain points' across Richmond. Place a sticky note if you'd like to add more thoughts about a specific location.



## Appendix 3: Survey questions

1. I normally travel across Richmond in the following ways (for example, to do errands or go to work). Select and rank up to three.

- ☐ Walk
- ☐ Bike
- ☐ Scooter or other form of micro-mobility
- ☐ Motor vehicle or motorcycle
- ☐ Public transit
- ☐ Ride-hail (Uber, Lyft, taxi etc)
- ☐ Other

2. The following describes how much I agree or disagree with the following statements:

- ☐ For the most part, I always know exactly where I am in Richmond
- ☐ I feel confident moving around Richmond - such as making my way to a semi-regular destination-without relying on a phone or map for directions
- ☐ It is easy for me to find new places in Richmond
- ☐ It is easy for a visitor or tourist to find places in Richmond

3. When I need to find a destination in Richmond for the first time, I rely mostly on: (select one)

- ☐ A friend or family member
- ☐ A digital map (ie. Google Maps, Apple Maps, in-car)
- ☐ A printed map
- ☐ Street signage
- ☐ Landmarks (visible reference points such as natural features or infrastructure)
- ☐ Knowledge or memories
- ☐ Other

4. The main reasons I rely on my smart/mobile phone, digital map or in-car navigation is (select one)

- ☐ Unclear routes
- ☐ Inadequate signage
- ☐ Confusing street system
- ☐ Digital maps give info such as time and distance
- ☐ I always use a digital mapping app

5. I would recommend the following top three attractions or destinations in Richmond to a visiting friend or family member. (open answer)

6. Of these attractions or destinations which might be particularly difficult for my visitors to get to? (open answer)

7. The top three confusing locations in Richmond that would most benefit from improved wayfinding are: (open answer)

8. I've been lost or disoriented in Richmond this many times. (open answer)

9. The top priorities for me, when using wayfinding tools are to know: (select three)

- ☐ The most direct route
- ☐ Multiple options for routes
- ☐ Multiple options for transportation
- ☐ How long it takes to get somewhere
- ☐ How much it costs to get somewhere
- ☐ The safest or most comfortable routes
- ☐ The most pleasant routes as a pedestrian or cyclist
- ☐ The location of parking
- ☐ The location of transit stops
- ☐ Nearby services and shops
- ☐ Nearby events and attractions
- ☐ Which neighbourhood I'm in
- ☐ Other (please specify)

10. In Richmond, I am a (select all that apply):

- ☐ A resident
- ☐ A visitor from the Lower Mainland
- ☐ A student
- ☐ A tourist or international visitor
- ☐ Other (please specify)

11. I fall within the following age group (optional):

- ☐ 14 to 17
- ☐ 18 to 24
- ☐ 25 to 44
- ☐ 45 to 64
- ☐ 65 to 80
- ☐ Over 80

12. At home, I most often speak (select a language):

13. I identify as (optional):

- ☐ Girl / Woman
- ☐ Boy / Man
- ☐ Non-binary
- ☐ Two-Spirit
- ☐ Gender non-conforming
- ☐ Another gender not listed

14. I heard about this engagement opportunity via (select all that apply)

15. My final comments are (open answer)



# City of Richmond

## Report to Committee

**To:** General Purposes Committee **Date:** August 10, 2023  
**From:** Peter Russell **File:** 01-0060-20-  
Director, Sustainability and District Energy LIEC1/2023-Vol 01  
**Re:** City Centre DEU Bylaw No. 9895 Amendment Bylaw No. 10473

### Staff Recommendation

That the City Centre District Energy Utility Bylaw No. 9895, Amendment Bylaw No. 10473 be introduced and given first, second, and third readings.

Peter Russell  
Director, Sustainability and District Energy  
(604-276-4130)

Att. 2

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



## Staff Report

### Origin

In September 2018, City Council adopted the City Centre District Energy Utility Bylaw No. 9895 (CCDEU Bylaw). In November 2022, City Council endorsed an amendment to the CCDEU Bylaw which extended the boundaries of CCDEU service area in line with the Council-endorsed expansion plan. The CCDEU project is expected to reduce greenhouse gases (GHG) emissions by one million tonnes by 2050 (Attachment 1).

The purpose of this report is to recommend an amendment to the CCDEU Bylaw to expand the sites designated to provide onsite low carbon energy plants.

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

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

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

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

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

*5.1 Continue to demonstrate leadership in proactive climate action and environmental sustainability.*

### Analysis

Several developments have committed to incorporating onsite centralized low carbon energy plants through the rezoning or OCP Amendment processes previously approved by Council.

In order to secure these developer commitments, Schedule E of Bylaw No. 9895 needs to be amended in order to denote the sites as Energy Generation Plant Designated Properties. This approach is consistent with securing onsite energy plant commitments for the first 12 developments located in the City Centre DEU service area.

### Financial Impact

None.

### Conclusion

Amending the CCDEU bylaw as proposed will ensure onsite energy plant commitments from developers are secured.



Peter Russell  
Director, Sustainability and Dist Energy  
(604-276-4130)

PR:cd

Att. 1: District Energy in Richmond  
Att. 2: Sites Proposed for Bylaw No. 9895 Schedule E Expansion

### District Energy in Richmond

Richmond's 2041 Official Community Plan (OCP) establishes a target to reduce GHG emissions 50 percent below 2007 levels by 2030 and 100 percent by 2050. The City identified district energy utilities (DEUs) as a leading strategy to achieve the City's GHG reduction goals and incorporated Lulu Island Energy Company Ltd. (LIEC) in 2013 for the purposes of carrying out the City's district energy initiatives on the basis of the following guiding principles:

1. The DEU will provide end users with energy costs that are competitive with conventional energy costs, based on the same level of service; and
2. Council will retain the authority of setting customer rates, fees and charges for DEU services.

The City established three DEU service areas: ADEU, OVDEU, and CCDEU. Table 1 below provides a summary of the developments connected to the DEU service areas to-date.

Table 1 – DEU Service Areas - Current and Projected Connected Space

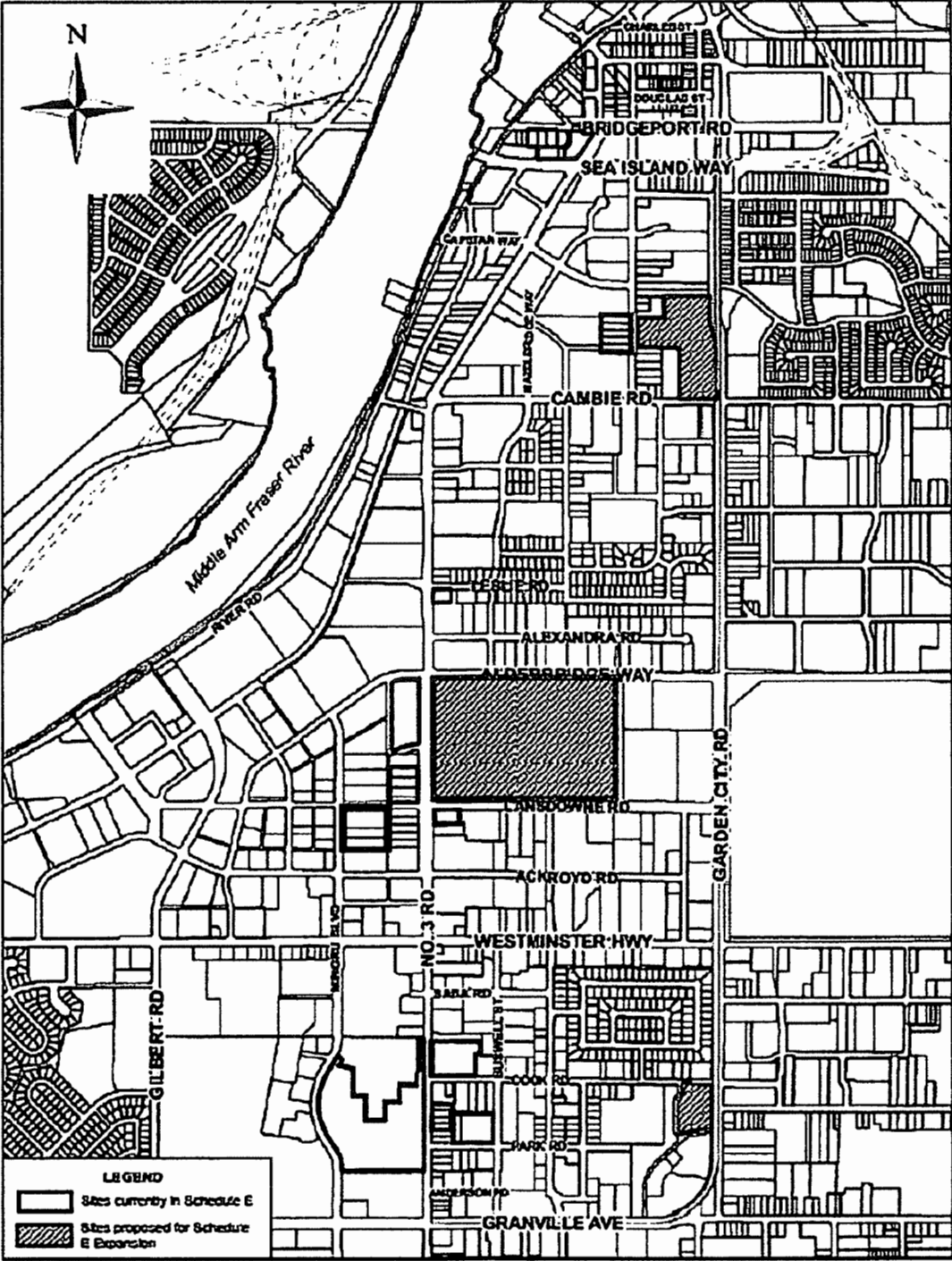
	Buildings To-Date	Residential Units To-Date	Floor Area	
			To-Date	Build-out
Alexandra DEU	13	2,200	2.4M ft <sup>2</sup>	4.4M ft <sup>2</sup>
Oval Village DEU	14	3,174	3.7M ft <sup>2</sup>	6.4M ft <sup>2</sup>
City Centre DEU	2	728	0.8M ft <sup>2</sup>	48.0M ft <sup>2</sup>
<b>Total</b>	<b>29</b>	<b>6,102</b>	<b>6.9M ft<sup>2</sup></b>	<b>58.8M ft<sup>2</sup></b>

The ADEU provides heating and cooling services to ten residential buildings, the large commercial development at "Central at Garden City", the Richmond Jamatkhana temple, and Fire Hall No. 3, comprising of over 2,200 residential units and over 2.4 million square feet of floor area. While some electricity is consumed for pumping and equipment operations, most of this energy is currently produced locally from the geo-exchange fields in the greenway corridor and West Cambie Park, and highly efficient air source heat pumps.

The OVDEU services 14 buildings, containing over 3,100 residential units. Energy is currently supplied from the three interim energy centres with natural gas boilers which provide 16 MW of heating capacity. LIEC received a \$6.2 million grant from the CleanBC Communities Fund for the design and construction of the sewer heat recovery technology and a permanent energy centre for the area. Once completed, the system will be able to produce up to 80% of low-carbon energy from the Gilbert Trunk sanitary force main sewer.

The CCDEU currently services two buildings, comprised of 728 residential units and approximately 800,000 ft<sup>2</sup> of floor area. To-date, future developments in the City Centre service area have already committed 5.5M ft<sup>2</sup> of building floor area for future connection. As permanent energy centres progress through development, CCDEU utilizes on-site low carbon energy plants as a source of energy production. At full build-out, 176 developments, 28,000 residential units and approximately 48M ft<sup>2</sup> of floor space will be serviced by 5 permanent energy centres with over 130 MW of heating and 115 MW of cooling capacity. The built out system is estimated to reduce over 1,000,000 tonnes of GHG emissions compared to conventional service.

Sites Proposed for Bylaw No. 9895 Schedule E Expansion







**City Centre District Energy Utility Bylaw No. 9895  
Amendment Bylaw No. 10473**

The Council of the City of Richmond enacts as follows:

1. City Centre District Energy Utility Bylaw No. 9895, as amended, is further amended by deleting Schedule E (Energy Generation Plant Designated Properties) in its entirety and replacing it with a new Schedule E attached as Schedule A to this Amendment Bylaw.
2. This Bylaw is cited as “**City Centre District Energy Utility Bylaw No. 9895, Amendment Bylaw No. 10473**”.

FIRST READING



SECOND READING

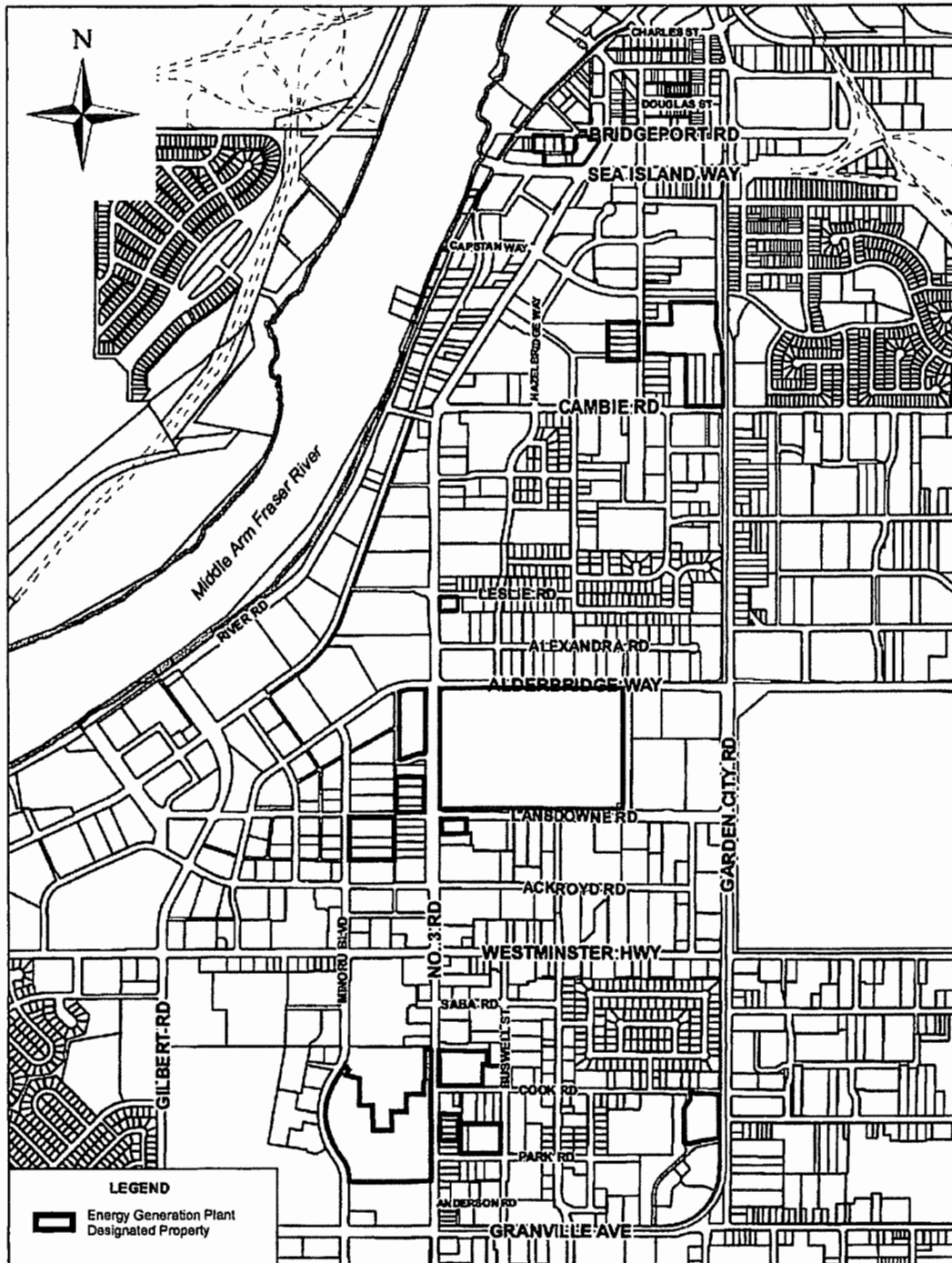
THIRD READING

ADOPTED

\_\_\_\_\_  
MAYOR

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

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

**Schedule A to Amendment Bylaw No. 10473*****SCHEDULE E to BYLAW NO. 9895******Energy Generation Plant Designated Properties***



# City of Richmond

## Report to Committee

**To:** Finance Committee

**Date:** September 5, 2023

**From:** Mike Ching  
Director, Finance

**File:** 03-0925-02-01/2023-  
Vol 01



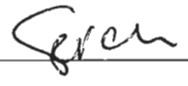
**Re:** Permissive Property Tax Exemption (2024) Bylaw No. 10476

### Staff Recommendation

That Permissive Property Tax Exemption (2024) Bylaw No. 10476 be introduced and given first, second and third readings.

Mike Ching  
Director, Finance  
(604-276-4137)

Att. 2

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

## **Staff Report**

### **Origin**

Permissive exemptions of property tax are provided to various properties in accordance with Sections 220 and 224 of the Community Charter and Council Policy 3561, 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 Strategic Plan 2022-2026 Focus Area #4 Responsible Financial Management and Governance:

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

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

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

### **Analysis**

Owners of exempted properties in 2023 were contacted and their eligibility for permissive exemptions were verified for the upcoming year. Amendments to the 2024 bylaw are reflected in Attachment 1 and detailed below.

#### Permissive Exemption Bylaw Amendments

1. "Meeting Room" – 8020 No. 5 Road

Permissive Exemption Bylaw 10476 - Schedule A has been updated to reflect the registered owner name change from Gabe Csanyi, Jonathan Csanyi, Wayne Colemand and Bruce Anstey to Trustees Congregation of Meeting Room 8020 No. 5 Rd Richmond BC.

2. Riverside Children's Centre – 5862 Dover Crescent

Permissive Exemption Bylaw 10476 has been updated to add Riverside Children's Centre to Schedule G and be removed from Schedule E.

3. Treehouse Learning Centre – 5500 Andrews Rd, Unit 100

Permissive Exemption Bylaw 10476 has been updated to add Treehouse Learning Centre to Schedule G and be removed from Schedule E.



4. Apostolic Pentecostal Church International - 8151 Bennett Rd.

This property is no longer owned by Brighthouse United Church and they no longer use this property for worship. Apostolic Pentecostal Church International is now the tenant at this property and uses it for their place of worship.

Permissive Exemption Bylaw 10476 has been updated to remove Brighthouse United Church from Schedule A and add Apostolic Pentecostal Church International to Schedule C.

Richmond Emmanuel Church ("REC") - #3360, 3360 and 3380 – 8181 Cambie Road

On July 13, 2022, the City received an application for permissive tax exemption from REC for the commercial property units they purchased on June 29, 2022 at 8181 Cambie Road (units 3330, 3360 and 3380). Staff completed a site visit with a BC Assessment representative on August 17, 2022 to assist staff in determining the applicant's eligibility for permissive tax exemption.

Based on the 2022 site visit, the design, condition and configuration of the units were not conducive to being used as a public place of worship. Renovations were expected to have started in April of 2023, however to date the applicant has not submitted any permit applications and renovations have not started. A religious organization can receive a permissive tax exemption when the property is actively being used as a place of worship, not during the construction period. Staff will continue to review REC's application and renovation status to determine the eligibility of permissive tax exemption for 2025.

No. 5 Road Backlands

As part of the review, staff conducted site visits to all religious organizations on No. 5 Road to ensure farming requirements are being met. Second site visits were conducted at a few religious organizations to ensure noted issues from the first visit were rectified.

Staff will continue to monitor the No. 5 Road religious organizations' properties ensuring the farming requirements continue to be met.

**Financial Impact**

Property tax exemptions impact the City's finances by reducing the total assessed value of properties subject to taxation each year, and in 2023 this resulted in a municipal tax shortfall of \$1,463,817. The City recovers this shortfall through tax increases to general taxpayers.

Church properties represent the largest number of permissively exempted properties and accounts for \$484,147 in municipal exempted taxes in 2023. Non-City owned exempted properties account for \$132,558 in municipal exempted taxes, and City owned or leased properties account for \$847,112.

## Conclusion

Permissive exemptions are granted by Council annually to properties of qualifying organizations that provide religious worship, recreation, child care and elder care in the Community.

Permissive Exemption Bylaw No. 10476 will provide tax exemptions in accordance with the *Community Charter* and Council's Permissive Tax Exemptions Policy 3561.



Angela Zanardo  
Manager, Revenue  
(604-276-4392)

AZ:az

- Att. 1: Amendments to the 2024 Permissive Property Tax Exemption (2024) Bylaw No. 10476  
2: Permissive Property Tax Exemption (2024) Bylaw No. 10476

### Amendments to Permissive Property Tax Exemption (2024) Bylaw No. 10476

Amendments to the Bylaw:

Folio	Civic Address	Organization Name	Amendment
025-166-010	8020 No. 5 Rd	Trustees Congregation of Meeting Room 8020 No. 5 Rd Richmond BC	Name change <b>FROM</b> Gabe Csanyi, Jonathan Csanyi, Wayne Colemand and Bruce Anstey <b>TO</b> Trustees Congregation of Meeting Room 8020 No. 5 Rd Richmond BC
090-515-105	5862 Dover Cres	Riverside Children's Centre	To add Riverside Children's Centre to Schedule G and remove from Schedule E.
089-830-129	100-5500 Andrews Rd	Treehouse Learning Centre	To add Treehouse Learning Centre to Schedule G and remove from Schedule E.
064-046-009	8151 Bennett Rd	Brighthouse United Church	To remove Brighthouse United Church from Schedule A. No longer owner or occupier of the property.
064-046-009	8151 Bennett Rd	Apostolic Pentecostal Church International	To add Apostolic Pentecostal Church International to Schedule C. New tenant and occupier of the property.



## Permissive Property Tax Exemption (2024) Bylaw No. 10476

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 2024 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 2024 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*.
- 1.4 Notwithstanding Sections 1.1 and 1.2 of this bylaw, if at any point from the period commencing on the date of Council approval of this bylaw and December 31, 2024, parcels of land or portions thereof that are listed in Schedule A or Schedule B no longer qualify for the statutory tax exemption set out in section 220(1)(h) of the *Community Charter*, such parcels of land or portions thereof will be reassessed and subject to taxation for the period commencing on the date on which qualification for the statutory tax exemption ceased and ending on December 31, 2024.

### 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 2024 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 2024 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 2024 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 2024 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 2024 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 2024 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 2024 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 10384 is hereby repealed in its entirety.
- 4.3** This Bylaw is cited as “Permissive Property Tax Exemption (2024) Bylaw No. 10476”.

FIRST READING



SECOND READING

THIRD READING

ADOPTED

\_\_\_\_\_  
MAYOR

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

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

## PLACE OF PUBLIC WORSHIP PROPER &amp; HALL

## SCHEDULE A to BYLAW 10476

<i><b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b></i>	<i><b>LEGAL DESCRIPTION OF PROPERTY</b></i>	<i><b>MAILING ADDRESS</b></i>
<b>Bakerview Gospel Chapel</b> (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	<b>Bakerview Gospel Chapel</b> 10260 Algonquin Drive Richmond, B.C. V7A 3A4
<b>Beth Tikvah Congregation and Centre Association</b> (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	<b>Beth Tikvah Congregation and Centre Association</b> 9711 Geal Road Richmond, B.C. V7E 1R4
<b>Canadian Martyrs Parish</b> (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	<b>Roman Catholic Archbishop of Vancouver</b> 5771 Granville Avenue Richmond, B.C. V7C 1E8
<b>Christian and Missionary Alliance</b> (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	<b>North Richmond Alliance Church</b> 3360 Sexsmith Road Richmond, B. C. V6X 2H8
<b>Christian Reformed Church of Richmond</b> (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	<b>Christian Reformed Church of Richmond</b> 9280 No. 2 Road Richmond, B.C. V7E 2C8
<b>Church in Richmond</b> (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	<b>Church in Richmond</b> 4460 Brown Road Richmond BC V6X 2E8

## SCHEDULE A to BYLAW 10476

<i><b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b></i>	<i><b>LEGAL DESCRIPTION OF PROPERTY</b></i>	<i><b>MAILING ADDRESS</b></i>
<b>Conference of The United Mennonite Churches of B.C.</b> (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	<b>Conference of Mennonites in B.C.</b> c/o Peace Mennonite Church 11571 Daniels Road Richmond, B.C. V6X 1M7
<b>Broadmoor Baptist Church</b> (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	<b>Broadmoor Baptist Church</b> 8140 Saunders Road Richmond, B.C. V7A 2A5
<b>Emmanuel Christian Community Society</b> (102-050-053) 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	<b>Emmanuel Christian Community Society</b> 10351 No. 1 Road Richmond, B.C. V7E 1S1
<b>Fujian Evangelical Church</b> (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	<b>Fujian Evangelical Church</b> 12200 Blundell Road Richmond, B.C. V6W 1B3
<b>Gilmore Park United Church</b> (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	<b>Congregation of the Gilmore Park United Church</b> 8060 No. 1 Road Richmond, B.C. V7C 1T9
<b>I Kuan Tao (Fayi Chungder) Association</b> (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	<b>I Kuan Tao (Fayi Chungder) Association</b> #2100, 1075 West Georgia Street Vancouver, B.C. V6E 3G2
<b>Immanuel Christian Reformed Church</b> (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	<b>Immanuel Christian Reformed Church</b> 7600 No. 4 Road Richmond, B.C. V6Y 2T5

## SCHEDULE A to BYLAW 10476

<i><b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b></i>	<i><b>LEGAL DESCRIPTION OF PROPERTY</b></i>	<i><b>MAILING ADDRESS</b></i>
<b>Johrei Fellowship</b> (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	<b>Johrei Fellowship Inc.</b> 10380 Odlin Road Richmond, B.C. V6X 1E2
<b>Lansdowne Congregation Jehovah's Witnesses</b> (061-569-073) 11014 Westminster Highway	PID 003-578-356 Lot 107 Section 12 Block 4 North Range 6 West New Westminster District Plan 52886	<b>Trustees of the Lansdowne Congregation Jehovah's Witnesses</b> c/o Jurgan Halbheer 10960 Ryan Road Richmond, B.C. V6A 2G4
<b>Lutheran Church Hall</b> (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	<b>Our Saviour Lutheran Church of Richmond BC</b> 6340 No. 4 Road Richmond, B.C. V6Y 2S9
<b>Trustees Congregation of Meeting Room 8020 No. 5 Rd Richmond BC</b> "Meeting Room" (025-166-010) 8020 No. 5 Road	PID 016-718-739 Lot A Section 19 Block 4 North Range 5 West New Westminster District Plan 86178	<b>Trustees Congregation of Meeting Room 8020 No. 5 Rd Richmond BC</b> 419 Centennial Pkwy Delta BC V4L 1K9
<b>North Richmond Alliance Church</b> (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	<b>North Richmond Alliance Church</b> 9140 Granville Avenue Richmond, B.C. V6Y 1P8
<b>St. Paul's Roman Catholic Parish</b> (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	<b>Catholic Independent Schools of Vancouver Archdiocese</b> St. Paul's Roman Catholic Parish 8251 St. Alban's Road Richmond, B.C. V6Y 2L2

## SCHEDULE A to BYLAW 10476

<i><b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b></i>	<i><b>LEGAL DESCRIPTION OF PROPERTY</b></i>	<i><b>MAILING ADDRESS</b></i>
<b>Richmond (Bethel) Mennonite Church</b> (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>B.C. Conference of the Mennonite Brethren Churches</b> 10200 No. 5 Road Richmond, B.C. V7A 4E5
<b>Richmond Chinese Evangelical Free Church</b> (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	<b>Richmond Chinese Evangelical Free Church Inc.</b> 8040 No. 5 Road Richmond, B.C. V6Y 2V4
<b>Richmond Chinese Alliance Church</b> (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	<b>Christian and Missionary Alliance (Canadian Pacific District)</b> 107 – 7585 132 <sup>nd</sup> Street Surrey, B.C. V2W 1K5
<b>Richmond Faith Fellowship</b> (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	<b>Northwest Canada Conference Evangelical Church</b> 11960 Montego Street Richmond, B.C. V6X 1H4
<b>Richmond Gospel Hall</b> (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	<b>Congregation of the Richmond Gospel Hall</b> 5651 Francis Road Richmond, B.C. V7C 1K2
<b>Richmond Pentecostal Church</b> (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	<b>Pentecostal Assemblies of Canada</b> 9300 Westminster Highway Richmond, B.C. V6X 1B1



## SCHEDULE A to BYLAW 10476

<i><b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b></i>	<i><b>LEGAL DESCRIPTION OF PROPERTY</b></i>	<i><b>MAILING ADDRESS</b></i>
<b>Richmond Presbyterian Church</b> (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	<b>Trustees of Richmond Congregation of Presbyterian Church</b> 7111 No. 2 Road Richmond, B.C. V7C 3L7
<b>Richmond Sea Island United Church</b> (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	<b>Congregation of the Richmond United Church of Canada</b> 8711 Cambie Road Richmond, B.C. V6X 1K2
<b>The Salvation Army Richmond</b> (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	<b>Governing Council of the Salvation Army Canada West</b> 8280 Gilbert Road Richmond, B.C. V7C 3W7
<b>South Arm United Church Hall (plus Annex - Pioneer Church)</b> (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)	<b>Congregation of the South Arm United Church of Canada</b> 11051 No. 3 Road Richmond, B.C. V6X 1X3
<b>Steveston Congregation of Jehovah's Witnesses</b> (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	<b>Steveston Congregation of Jehovah's Witnesses</b> Attn: Jonathan Mearns #87 – 6800 Lynas Lane Richmond, B.C. V7C 5E2
<b>Steveston United Church</b> (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	<b>Trustees of Steveston Congregation of United Church of Canada</b> 3720 Broadway Street Richmond, B.C. V7E 4Y8

## SCHEDULE A to BYLAW 10476

<i><b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b></i>	<i><b>LEGAL DESCRIPTION OF PROPERTY</b></i>	<i><b>MAILING ADDRESS</b></i>
<b>Subramaniya Swamy Temple</b> (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	<b>Subramaniya Swamy Temple of B.C.</b> 8840 No. 5 Road Richmond, B.C. V6Y 2V4
<b>Trinity Pacific Church</b> (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	<b>Trinity Pacific Church</b> 10011 No. 5 Road Richmond, B.C. V7A 4E4
<b>Vancouver International Buddhist Progress Society</b> (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.	<b>Vancouver International Buddhist Progress Society</b> 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9
<b>Walford Road Gospel Church</b> (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	<b>Holy Spirit Association For The Unification Of World Christianity</b> 9291 Walford Street Richmond, B.C. V6X 1P3

## SCHEDULE B to BYLAW 10476

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND OF TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
<b>Aga Khan Foundation Canada (The Ismaili Jamatkhana and Centre) (084-310-003) 4000 May Drive</b>	PID 029-176-263 Lot A Section 34 Block 5 North Range 6 West New Westminster District Plan EPP32741	<b>Aga Khan Foundation Canada (The Ismaili Jamatkhana and Centre) 199 Sussex Drive Ottawa, ON K1N 1K6</b>	100% of footprint of building 60,000 sq. ft. for parking	Remainder of land not exempted	100%	0%
<b>Assumption of the Blessed Virgin Mary Ukrainian Catholic Church (098-394-005) 8700 Railway Avenue Manse</b>	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	<b>Ukrainian Catholic Episcopal Corp. of MB 8700 Railway Avenue Richmond, B.C. V7C 3K3</b>	97.65% 2,031.18 m <sup>2</sup>	2.35% 48.82 m <sup>2</sup>	75.6% of Manse Building 302.59 m <sup>2</sup>  100% of Religious Hall	24.4% of Manse Building 97.64 m <sup>2</sup>
<b>Bethany Baptist Church (000-821-001) 22680 Westminster Highway (Site Area 5.295 acres)</b>	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	<b>Bethany Baptist Church 22680 Westminster Highway Richmond, B.C. V6V 1B7</b>	48%	52%	100%	0%

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

**SCHEDULE B to BYLAW 10476**

<b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PARCEL</b>	<b>MAILING ADDRESS</b>	<b>PROPORTION OF LAND EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF LAND TAXABLE</b>	<b>PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF IMPROVEMENT TAXABLE</b>
<b>BC Muslim Association</b> (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	<b>BC Muslim Association</b> 12300 Blundell Road Richmond, B.C. V6W 1B3	43.6% 8,440 m <sup>2</sup> 2.086 acres	56.4% 10,903.97 m <sup>2</sup> 2.694 acres	100%	0%
<b>Canadian Martyrs Parish</b> (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	<b>Roman Catholic Archbishop of Vancouver</b> 5771 Granville Avenue Richmond, B.C. V7C 1E8	93% 9,034.3 m <sup>2</sup> 2.23 acres	7% 680 m <sup>2</sup> 0.17 acres	100%	0%
<b>Church of Latter Day Saints</b> (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	<b>Corp. of the President of the Lethbridge Stake of the Church of Jesus Christ of Latter-Day Saints</b> 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 <sup>2</sup> 2.00 acres	9.2% 817.5 m <sup>2</sup> 0.202 acres	100%	0%

## SCHEDULE B to BYLAW 10476

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
<b>Cornerstone Evangelical Baptist Church</b> (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	<b>Cornerstone Evangelical Baptist Church of Vancouver</b> 7890 No. 5 Road Richmond, B.C. V6Y 2V2	10% 5,158.4 m <sup>2</sup>	90% 46,426.6 m <sup>2</sup>	100% 100%	0% 0%
<b>Dharma Drum Mountain Buddhist Association</b> (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	<b>Dharma Drum Mountain Buddhist Association</b> 8240 No. 5 Road Richmond, B.C. V6Y 2V4	34.8% 3,384 m <sup>2</sup> 0.836 acres	65.2% 6,333 m <sup>2</sup> 1.565 acres	71.8% 729.75 m <sup>2</sup>	28.2% 286.33 m <sup>2</sup>
<b>Fraserview Mennonite Brethren</b> (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	<b>BC Conference of the Mennonite Brethren Churches</b> 11295 Mellis Drive Richmond, B.C. V5X 4K2	71.7% 8,077 m <sup>2</sup> 1.996 acres	28.3% 3,180.3 m <sup>2</sup> 0.794 acres	100% 100%	0% 0%



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

**SCHEDULE B to BYLAW 10476**

<b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PARCEL</b>	<b>MAILING ADDRESS</b>	<b>PROPORTION OF LAND EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF LAND TAXABLE</b>	<b>PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF IMPROVEMENT TAXABLE</b>
<b>India Cultural Centre of Canada</b> (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	<b>India Cultural Centre of Canada</b> 8600 No 5 Road Richmond, B.C. V6Y 2V4	43.9% 21,778.93 m <sup>2</sup>	56.1% 27,828.07 m <sup>2</sup>	Remaining portion of Building	100% of Manse 103.87 m <sup>2</sup>
<b>International Buddhist Society</b> (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	<b>International Buddhist Society</b> 9160 Steveston Highway Richmond, B.C. V7A 1M5	36.5% 16,458.69 m <sup>2</sup>	63.5% 28,622.31 m <sup>2</sup>	83.2% of remaining hall 3,132.4 m <sup>2</sup>  0% of farm buildings	16.8% of hall used for Manse and dining 632.0 m <sup>2</sup>  100% of farm buildings
<b>Ling Yen Mountain Temple</b> (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	<b>Ling Yen Mountain Temple</b> 10060 No. 5 Road Richmond, B.C. V7A 4C5	27.7% 5,502.6 m <sup>2</sup> 1.36 acres	72.3% 14,391.7 m <sup>2</sup> 3.556 acres	50.6% 1,199.3 m <sup>2</sup>	49.4% 1,171.8 m <sup>2</sup>

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SCHEDULE B to BYLAW 10476

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
<b>Nanaksar-Gurdwara-Gursikh Temple</b> (002-881-941) 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	<b>Nanaksar-Gurdwara-Gursikh Temple</b> 18691 Westminster Highway Richmond, B.C. V6V 1B1	16% 9,619.5 m <sup>2</sup> 2.377 acres	84% 50,597.7 m <sup>2</sup> 12.503 acres	86.9% of Manse 2,925.05 m <sup>2</sup>  100% of Religious Hall	13.1% of Manse 441.29 m <sup>2</sup>
<b>Parish of St. Alban's (Richmond)</b> (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	<b>Parish of St. Alban's (Richmond)</b> 7260 St. Alban's Road Richmond, B.C. V6Y 2K3	91.6% 4,464.1 m <sup>2</sup>	8.4% 406.9 m <sup>2</sup>	0% of Manse  100% of Religious Hall	100% of Manse 83.6 m <sup>2</sup>
<b>Parish of St. Anne's - Steveston, B.C.</b> (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	<b>Parish of St. Anne's</b> 4071 Francis Road Richmond, B.C. V7C 1J8	99.2% 3,067.86 m <sup>2</sup>	0.8% 24.14 m <sup>2</sup>	97.8% 1,090.66 m <sup>2</sup>	2.2% 24.14 m <sup>2</sup>
<b>Peace Evangelical Church</b> (025-231-041) 8280 No. 5 Road Manse	PID 004-099-303 Lot 24 Section 19 Block 4 North Range 5 West New Westminster District Plan	<b>Peace Evangelical Church</b> 8280 No. 5 Road Richmond, B.C. V6Y 2V4	34.4% 3,614.3 m <sup>2</sup> 0.893 acres	65.6% 6,892.7 m <sup>2</sup> 1.703 acres	100% of Religious Hall 0% of Manse	100% Manse

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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
<b>Richmond Alliance Church</b> (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	<b>Christian and Missionary Alliance (Canadian Pacific District)</b> 11371 No. 3 Road Richmond, B.C. V7A 1X3	80% 8,077.5 m <sup>2</sup> 1.996 acres	20% 2,030.5 m <sup>2</sup> 0.504 acres	100%	0%
<b>Richmond Baptist Church</b> (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	<b>Richmond Baptist Church</b> 6640 Blundell Road Richmond, B.C. V7C 1H8	57% 1,151.4 m <sup>2</sup>	43% 868.6 m <sup>2</sup>	0% of Manse	100% of Manse 106.84 m <sup>2</sup>
<b>Richmond Baptist Church</b> (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	<b>Richmond Baptist Church</b> 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
<b>Richmond Pentecostal Church</b> (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	<b>Pentecostal Assemblies of Canada</b> 9260 Westminster Highway. Richmond, B.C. V6X 1B1	30% Paved parking area behind building 652.2 m <sup>2</sup>	70% Non- parking area 1,521.8 m <sup>2</sup>	0%	100%

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SCHEDULE B to BYLAW 10476

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND OF TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
<b>Richmond</b> <b>Pentecostal Church</b> (060-300-0000) 9300 Westminster Highway	PID 024-957-828 Lot 107 Section 10 Block 4 North Range 6 West New Westminster District Plan 64615	<b>Pentecostal Assemblies of Canada</b> 9300 Westminster Highway Richmond, B.C. V6X 1B1	58.7% 8,093.7 m <sup>2</sup> 2 acres	51.3% 5,690.3 m <sup>2</sup> 1.4 acres	100%	0%

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SCHEDULE B to BYLAW 10476

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
<b>The Science of Spirituality Eco Centre</b> (045-488-098) Civic address: 11011 Shell Road Farm Land	<b>PID 015-725-871</b> Parcel F (Reference Plan 2869) Section 2 Block 3 North Range 6 West New Westminster District Except: Part Dedicated Road on Plan LMP4152 <b>PID 013-082-566</b> North Easterly 5 and 1/5 <sup>th</sup> Square Chains Section 2 Block 3 North Range 6 West New Westminster District Except: Part Dedicated Road by Plan LMP54152 <b>PID 015-342-433</b> Parcel D (Explanatory Plan 1980) Section 2 Block 3 North Range 6 West New Westminster District <b>PID 015-725-880</b> Parcel "G" (Reference Plan 2870) Section 2 Block 3 North Range 6 West New Westminster District	<b>Science of Spirituality SKRM Inc.</b> 9100 Van Horne Way Richmond, B.C. V6X 1W3	50% 385 m <sup>2</sup>	50% 385 m <sup>2</sup>	100%	0%



## SCHEDULE B to BYLAW 10476

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
<b>The Shia Muslim Community of British Columbia</b> (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	<b>The Shia Muslim Community of British Columbia</b> 8580 No. 5 Road Richmond, B.C. V6Y 2V4	38.1% 15,117.2 m <sup>2</sup> 3.736 acres	61.9% 24,512.8 m <sup>2</sup> 6.064 acres	100%	0%
<b>South Arm United Church</b> (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)	<b>Congregation of the South Arm United Church of Canada</b> 11051 No. 3 Road Richmond, B.C. V7A 1X3	31.6% 8,093.7 m <sup>2</sup> 2 acres	68.4% 17,496.3 m <sup>2</sup> 4.42 acres	100%	0%
<b>St. Gregory Armenian Apostolic Church of BC</b> (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	<b>Armenian Apostolic Church of British Columbia</b> 13780 Westminster Highway Richmond, B.C. V6V 1A2	95% 2,505.15 m <sup>2</sup>	5% 131.85 m <sup>2</sup>	100%	0%

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SCHEDULE B to BYLAW 10476

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
<b>St. Joseph The Worker Parish</b> (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	<b>Roman Catholic Archbishop of Vancouver</b> St. Joseph the Worker Parish 4451 Williams Road Richmond, B.C. V7E 1J7	38.8% 9,397.07 m <sup>2</sup> 2.32 acres	61.2% 14,838.13 m <sup>2</sup> 3.67 acres	60% 635.4 m <sup>2</sup>	40% 423.6 m <sup>2</sup>
<b>St. Monica's Parish</b> (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	<b>Roman Catholic Archbishop of Vancouver</b> 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 <sup>2</sup> 1.17 acres	Note: The land under the manse is exempt; the manse itself is not exempt. 26.65% 1,723.67 m <sup>2</sup> 0.43 acres	0% of Manse  100% of Religious Hall	100% of Manse 196.8 m <sup>2</sup>
<b>St. Paul's Roman Catholic Parish</b> (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	<b>Catholic Independent Schools of Vancouver Archdiocese</b> St. Paul's Roman Catholic Parish 8251 St. Alban's Road Richmond, B.C. V6Y 2L2	40% 7,698.4 m <sup>2</sup> 1.90 acres	60% 11,547.6 m <sup>2</sup> 2.86 acres	100%	0%

**SCHEDULE B to BYLAW 10476**

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
<b>Steveston Buddhist Temple</b> (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	<b>Steveston Buddhist Temple</b> 4360 Garry Street Richmond, B.C. V7E 2V2	44.15% 8,093.7 m <sup>2</sup> 2 acres	55.85% 10,238.56 m <sup>2</sup> 2.53 acres	100%	0%
<b>Thrangu Monastery Association</b> (025-193-000) 8140 No. 5 Road Manse	PID 027-242-838 Lot A Section 19 Block 4N Range 5W New Westminster District Plan BCP32842	<b>Thrangu Monastery Association</b> 8140 No. 5 Road Richmond, B.C. V6Y 2V4	0% of land beneath the dormitory 59.55% 11,421.8 m <sup>2</sup> 2.82 acres	100% of land beneath the dormitory 40.45% 7,759.2 m <sup>2</sup> 1.92 acres	76.3% 2,060.1 m <sup>2</sup>	23.7% 639 m <sup>2</sup>
<b>Thrangu Monastery Association</b> (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	<b>Thrangu Monastery Association</b> 8140 No. 5 Road Richmond, B.C. V6Y 2V4	59.55% 11,421.8 m <sup>2</sup> 2.82 acres	40.45% 7,759.2 m <sup>2</sup> 1.92 acres	100% of the shed used to store religious artefacts	0%

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SCHEDULE B to BYLAW 10476

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
<b>Towers Baptist Church</b> (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	<b>New Wineskins Society</b> 10311 Albion Road Richmond, B.C. V7A 3E5	78.9% 7,002.4 m <sup>2</sup> 1.73 acres	21.1% 1,872.6 m <sup>2</sup> 0.418 acres	0% of Manse  100% of Religious Hall	100% Manse 162.6 m <sup>2</sup>
<b>Trinity Lutheran Church Hall</b> (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	<b>Trinity Lutheran Church – Richmond</b> 7100 Granville Avenue Richmond, B.C. V6Y 1N8	87.09% 6,012.32	12.91% Manse 891.68 m <sup>2</sup>	0% of Manse  100% of Religious Hall	100% of Manse 142.5 m <sup>2</sup>  0% of Religious Hall
<b>Vancouver International Buddhist Progress Society</b> (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	<b>Vancouver International Buddhist Progress Society</b> 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9	76% 2,322.58 m <sup>2</sup>	24% 740.42 m <sup>2</sup>	N/A	N/A

Bylaw 10476  
PORTIONS OF LAND & IMPROVEMENTS  
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10476

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
<b>Vancouver International Buddhist Progress Society</b> (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	<b>Vancouver International Buddhist Progress Society</b> 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9	91.72% 1,212.05 m <sup>2</sup>	8.28% 109.40 m <sup>2</sup>	0% of Manse Remaining Religious Hall	100% Manse 109.4 m <sup>2</sup>
<b>Vancouver International Buddhist Progress Society</b> (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	<b>Vancouver International Buddhist Progress Society</b> 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
<b>Vedic Cultural Society of BC</b> (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	<b>Vedic Cultural Society of BC</b> 8200 No 5 Road Richmond, B.C. V6Y 2V4	88% 8,883.6 m <sup>2</sup>	12% 1,211.4 m <sup>2</sup>	99.1% 2,144.6 m <sup>2</sup>	0.9% 18.9 m <sup>2</sup>



SCHEDULE C to BYLAW 10476

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	<b>Richmond Emmanuel Church</b> 200 – 7451 Elmbridge Way Richmond, B.C. V6X 1B8
(064-046-009) 8151 Bennett Rd	PID 006 199 631 Lot 362 of Section 16 Block 4 North Range 6 West New Westminster District Plan 47516	That portion of the property occupied by Apostolic Pentecostal Church International	<b>Apostolic Pentecostal Church International</b> 8151 Bennett Rd Richmond BC V6Y 1N4
(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	<b>Vancouver Airport Chaplaincy</b> Box 32362 Domestic Terminal RPO Richmond, B.C. V7B 1W2

Bylaw 10476  
 CHARITABLE, PHILANTHROPIC & OTHER  
 NOT-FOR-PROFIT – ELDERLY CITIZENS HOUSING  
 (PROVINCIAL ASSISTANCE)

SCHEDULE D to BYLAW 10476

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

**SCHEDULE E to BYLAW 10476**

<b>ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>OWNER/HOLDER'S MAILING ADDRESS</b>
(099-561-000) 9580 Pendleton Road	PID 003-751-678 Lot 450 Section 26 Block 4 North Range 7 West NWD Plan 66281	<b>Aspire Richmond Support Society (Tenant)</b> 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(086-080-000) 431 Catalina Crescent	PID 001-562-797 Lot 24 Block 5 North Range 6 West New Westminster District Plan NWP9740 Suburban Block J, Section 29/30	<b>Aspire Richmond Support Society (Owner)</b> 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	<b>Aspire Richmond Support Society (Owner)</b> 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(058-885-000) 6531 Azure Road	PID 003-680-100 Lot 525 Section 7 Block 4 North Range 6 West NWD Plan 25611	<b>Development Disabilities Association</b> 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	<b>Development Disabilities Association</b> 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(099-371-000) 4811 Williams Road	PID 004-864-077 Lot 4 Section 26 Block 4 North Range 7 West NWD Plan 17824	<b>Greater Vancouver Community Service Society</b> 320 – 1212 W. Broadway Vancouver, B.C. V6H 3V1
(080-622-000) 11331 Mellis Drive	PID 004-107-292 Lot 175 Section 25 Block 5 North Range 6 West NWD Plan 53633	<b>Pinegrove Place</b> Mennonite Care Home Society of Richmond 11331 Mellis Drive Richmond, B.C. V6X 1L8

**SCHEDULE E to BYLAW 10476**

<b>ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>OWNER/HOLDER'S MAILING ADDRESS</b>
(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	<b>0952590 BC Ltd.</b> <b>Richmond Lion's Manor</b> Suite 500 – 520 W 6 <sup>th</sup> Avenue Vancouver BC V5Z 4H5
(097-575-028) 4433 Francis Road	PID 003-887-022 Lot 890 Section 23 Block 4 North Range 7 West New Westminster District Plan 66590	<b>Richmond Society for Community Living</b> 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(099-126-002) 5728 Woodwards Road	PID 027-789-471 Lot A Section 25 Block 4 North Range 7 West New Westminster District Plan BCP39662	<b>Richmond Society for Community Living</b> 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(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	<b>Rosewood Manor</b> Richmond Intermediate Care Society 6260 Blundell Road Richmond, B.C. V7C 5C4
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	<b>Turning Point Recovery Society</b> Suite 260 – 7000 Minoru Blvd. Richmond, BC V6Y 3Z5

Bylaw 10476  
 CHARITABLE, PHILANTHROPIC & OTHER  
 NOT-FOR-PROFIT - ELDERLY CITIZENS HOUSING

SCHEDULE F to BYLAW 10476

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



SCHEDULE G to BYLAW 10476

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(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	<b>Cook Road Children's Centre</b> Society of Richmond Children's Centres 110 – 6100 Bowling Green Road Richmond, B.C. V6Y 4G2
(011-892-000) 23591 Westminster Highway	PID 028-376-650 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	<b>Cranberry Children's Centre</b> 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%	<b>Development Disabilities Association</b> 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(030-700-001) 10640 No. 5 Road	PID 028-631-595 Lot F Section 31 Block 4 North Range 5 West New Westminster District Plan EPP12978	That portion of property occupied by Richmond Children's Centres	<b>Gardens Children's Centre</b> Society of Richmond Children's Centres 4033 Stolberg Street Richmond, B.C. V6X 3N7
(058-305-999) 6899 Pearson Way	PID 028-696-212 LT 13 SEC 5 BLK 4N RGE 6W NWD PL BCP49385	That portion of property occupied by YMCA of Greater Vancouver	<b>Hummingbird Child Care Centre</b> YMCA of Greater Vancouver 10 - 620 Royal Avenue New Westminster, B.C. V3M 1J2

## SCHEDULE G to BYLAW 10476

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(064-810-002) 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 or 8,038 sq.m. as indicated in LMP 12594	<b>Richmond Caring Place</b> 140 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(067-813-001) 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	<b>Richmond Family Place</b> 8660 Ash Street Richmond, B.C. V6Y 2S3
(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	That portion of property occupied by Riverside Children's Centre	<b>Riverside Children's Centre</b> Developmental Disability Association 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(059-709-030) 6380 No. 3 Road	PID 031-603-432 SEC 9 BLK 4N RGE 6W NWD PL EPP115105 ARSPCPRCLNMBR 1	That portion of property occupied by Aspire Richmond Support Society	<b>Seedlings Early Childhood Development Hub</b> Aspire Richmond Support Society 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(073-560-608) 10380 No. 2 Road	PID 029-631-408 Lot 2 Section 31 Block 4 North Range 6 West New Westminster District Plan EPP49229	That portion of property occupied by YMCA of Greater Vancouver	<b>Seasong Child Care Centre</b> YMCA of Greater Vancouver 10 - 620 Royal Avenue New Westminster, B.C. V3M 1J2
(082-020-000) 3368 Carscallen Road	PID 031-479-090 Air Space Parcel 1 Section 28 Block 5 North Range 6 West New Westminster District Air Space Plan EPP 108791	That portion of property occupied by YMCA of Greater Vancouver	<b>Sprouts Early Childhood Development Hub</b> YMCA of Greater Vancouver 10 - 620 Royal Avenue New Westminster, B.C. V3M 1J2

**SCHEDULE G to BYLAW 10476**

<b>ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION</b>	<b>OWNER/HOLDER (MAILING ADDRESS)</b>
(093-050-002) 6011 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	<b>Terra Nova Children's Centre</b> Society of Richmond Children's Centres 110 – 6100 Bowling Green Road Richmond, B.C. V6Y 4G2
(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	That portion of property occupied by Treehouse Learning Centre	<b>Treehouse Learning Centre</b> Aspire Richmond Support Society 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(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	<b>West Cambie Child Care Centre</b> 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% that is occupied by Atira Women's Resource Society	<b>Willow Early Care and Learning Centre</b> Atira Women's Resource Society #201 – 190 Alexander Street Vancouver, B.C. V6A 1B5
(079-772-001) 10277 River Drive	PID 031-035-124 Lot 1 Section 23 Block 5 North Range 6 West NWD Plan EPS5734	100% of the portion of the property in the name of the City of Richmond and occupied by Atira Women's Resource Society	<b>River Run Early Care and Learning Centre</b> Atira Women's Resource Society #201 – 190 Alexander Street Vancouver, B.C. V6A 1B5

**SCHEDULE H to BYLAW 10476**

<b>ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION</b>	<b>OWNER/HOLDER (MAILING ADDRESS)</b>
(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	<b>Girl Guides of Canada</b> 4780 Blundell Road Richmond, B.C. V7C 1G9
(051-521-010) 11551 Dyke Road	PID 014-924-781 Dedicated Park Plan 565772	That portion of the property occupied by Girl Guides of Canada	<b>Girl Guides of Canada</b> 1476 West 8th Avenue Vancouver, BC V6H 1E1
(083-465-000) 7411 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	<b>Navy League of Canada National Council</b> c/o Richmond/Delta Branch Box 43130 Richmond, B.C. V6Y 3Y3
(083-218-005) 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	<b>Richmond Gymnastics Association</b> Unit 140 – 7400 River Road Richmond B.C. V6Y 2C1
(059-477-003) 6131 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	<b>Richmond Lawn Bowling Club</b> 7321 Westminster Highway Richmond, B.C. V6X 1A3

**SCHEDULE H to BYLAW 10476**

<b>ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION</b>	<b>OWNER/HOLDER (MAILING ADDRESS)</b>
(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	<b>Richmond Rod and Gun Club</b> P.O. Box 26551 Blundell Centre Post Office Richmond, B.C. V7C 5M9
(083-218-005) 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	<b>Richmond Rod and Gun Club</b> 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	<b>Richmond Tennis Club</b> 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	<b>Richmond Winter Club</b> 5540 Hollybridge Way Richmond, B.C. V7C 4N3
(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	<b>Scotch Pond Heritage Cooperative</b> 3811 Moncton Street Richmond, B.C. V7E 3A0
(091-575-614) 2771 Westminster Highway	PID 011-566-825 Block 4 North Range 7 West Plan NWP457	That portion of 2771 Westminster Highway occupied by Sharing Farm Society	<b>Sharing Farm Society</b> 2771 Westminster Highway Richmond, B.C. V7C 1A8



SCHEDULE H to BYLAW 10476

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(091-488-000) 2900 River Road	PID 017-094-755 Lot 2 Section 4 Block 4 North Range 7 West Plan NWP88135	That portion of 2900 River Road occupied by Sharing Farm Society	Sharing Farm Society 2771 Westminster Highway Richmond, B.C. V7C 1A8

**SCHEDULE I to BYLAW 10476**

<b>ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION</b>	<b>OWNER/HOLDER (MAILING ADDRESS)</b>
(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	<b>Richmond Public Library</b> 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	<b>Richmond Public Library</b> Ironwood Branch 11688 Steveston Highway, Unit 8200 Richmond, B.C. V7A 1N6
(031-969-003) 14300 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	<b>City of Richmond</b> 6911 No. 3 Road Richmond, B.C. V6Y 2C1
(057-561-007) 5900 Minoru Boulevard	PID 028-325-257 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	<b>City of Richmond</b> 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 BC Society for the Prevention of Cruelty to Animals	<b>City of Richmond</b> 6911 No. 3 Road Richmond, B.C. V6Y 2C1



# City of Richmond

## Report to Committee

**To:** Finance Committee  
**From:** Jerry Chong, CPA, CA  
General Manager, Finance and Corporate Services  
**Date:** September 15, 2023  
**File:** 03-0975-01/2023-Vol 01  
**Re:** **Amendments to the Consolidated 5 Year Financial Plan (2023-2027) Bylaw No. 10429**

### Staff Recommendation

That the Consolidated 5 Year Financial Plan (2023-2027) Bylaw No. 10429, Amendment Bylaw No. 10492, which incorporates and puts into effect the changes as outlined in the staff report titled "Amendments to the Consolidated 5 Year Financial Plan (2023-2027) Bylaw No. 10429" dated September 15, 2023, from the General Manager, Finance and Corporate Services, be introduced and given first, second and third readings.

Jerry Chong, CPA, CA  
General Manager, Finance and Corporate Services  
(604-276-4064)

Att. 4

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	
Human Resources	<input checked="" type="checkbox"/>	Real Estate Services <input checked="" type="checkbox"/>
Law	<input checked="" type="checkbox"/>	Fire Rescue <input checked="" type="checkbox"/>
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	Engineering <input checked="" type="checkbox"/>
Community Social Development	<input checked="" type="checkbox"/>	Facility Services & Project Development <input checked="" type="checkbox"/>
Parks Services	<input checked="" type="checkbox"/>	Sewerage & Drainage <input checked="" type="checkbox"/>
Emergency Programs	<input checked="" type="checkbox"/>	Sustainability & District Energy <input checked="" type="checkbox"/>
Transportation	<input checked="" type="checkbox"/>	Community Safety Admin <input checked="" type="checkbox"/>
Intergovernmental Relations & Protocol Unit	<input checked="" type="checkbox"/>	Business Licences <input checked="" type="checkbox"/>
		Richmond Public Library <input checked="" type="checkbox"/>
		<b>CONCURRENCE OF GENERAL MANAGER</b>
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b>	<b>APPROVED BY CAO</b>

## Staff Report

### Origin

The Consolidated 5 Year Financial Plan (2023-2027) Bylaw No. 10429 was adopted on January 30, 2023. Included in the Consolidated 5 Year Financial Plan (5YFP) are the City's 2023 Capital, Utility and Operating Budgets. In addition, the Consolidated 5YFP includes the budgets of Richmond Olympic Oval Corporation and Richmond Public Library. The following budget amendments are for the 2023 Capital, Utility and Operating Budgets of the City and the Richmond Public Library Budget.

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

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

### Analysis

Subsequent to the adoption of the 5YFP, new projects and changes to previously established programs have occurred. Individual staff reports detailing the amendments in section 1 have been presented to Council for approval.

Increases to the operating, utility, and capital budget are required where expenses were not contemplated in the 5YFP. The current expenditure bylaw does not include these amounts and in order to comply with Section 173 of the *Community Charter*, the 5YFP needs to be amended to have authority to incur these expenditures. There is no tax impact for any of these amendments.

The Council approved amendments to the Consolidated 5 Year Financial Plan (2023-2027) presented in order of Council meeting dates, are:

- 1 a) At the Council meeting on September 26, 2022, Council approved the following:
  - (1) *That the application to the Community Emergency Preparedness Fund, Disaster Risk Reduction - Climate Adaptation funding stream as outlined in the staff report titled "UBCM Community Emergency Preparedness Fund: 2022 Disaster Risk Reduction - Climate Adaption Grant Application" dated August 19, 2022 from the Director, Engineering be endorsed; and*
  - (2) *That should the funding application be successful, the Chief Administrative Officer and the General Manager, Engineering and Public Works, be authorized on behalf of the City to negotiate and execute funding agreements with UBCM for the above mentioned projects and that the Consolidated 5 Year Financial Plan (2022-2026) be amended accordingly.*

The City was informed that this funding application was approved for \$2,285,000. \$285,000 of the Drainage Improvement Reserve for the Public Works Infrastructure Advanced Design project will be replaced upon receipt of the actual grant payment,

and \$2,000,000 will be added to the 2023 Capital Budget for the Flood Protection (formerly known as Drainage) Program, specifically for the Union of British Columbia Municipalities (UBCM) Community Emergency Preparedness Fund project.

b) At the Council meeting on November 28, 2022, Council approved the following:

- (1) That the submission for cost-sharing to the 2022/23 BC Active Transportation Infrastructure Grant Program as described in the staff report titled "Application to 2022/23 BC Active Transportation Infrastructure Grant Program" dated October 31, 2022, from the Director, Transportation be endorsed;*
- (2) That, should the above application be successful, the Chief Administrative Officer and the General Manager, Planning and Development, be authorized on behalf of the City to execute the funding agreement; and*
- (3) That the Consolidated 5 Year Financial Plan (2023-2027) be amended accordingly.*

The City was informed that this funding application was approved for \$500,000. This will replace the \$470,250 funded by the Roads Development Cost Charges (DCC) and \$29,750 funded by the Capital Reserve - Revolving Fund for Steveston Highway Multi-Use Pathway, Mortfield Gate to No. 2 Road project upon receipt of the actual grant payment.

c) At the Council meeting on December 12, 2022, Council approved the following:

*That the capital budget for Playground Replacement and Safety Upgrade Program (2018) be increased by \$200,000 as described in the staff report titled "South Arm Community Park Playground Contribution," dated October 24, 2022, from the Director, Parks Services, and the Consolidated 5-Year Financial Plan (2023-2027) be amended accordingly.*

The 2023 Capital Budget – Parks Program will be increased by \$200,000 funded by the community contributions for South Arm Community Park Playground.

d) At the Closed Council meeting on January 30, 2023, Council approved to increase the Affordable Housing operating budget with \$9,117,138 funded by the Federal government's Rapid Housing Initiative's City Stream grant. Affordable Housing anticipates spending \$3,750,000 of this grant in 2023 and \$5,367,138 in 2024. The City has partnered with BC Housing and Turning Point Housing Society on a new 25-unit affordable rental housing development for residents in need of safe and secure housing.



- e) At the Council meeting on March 27, 2023, Council approved the following:

*That funding of \$1,000,000 from the Sanitary Sewer Reserve Fund for the sanitary sewer repairs along the 100 to 1000 block of Lancaster Crescent, be approved and that the Consolidated 5 Year Financial Plan (2023-2027) be amended accordingly.*

The 2023 Capital Budget – Sanitary Sewer Program will be increased by \$1,000,000 funded by the Sanitary Sewer Reserve Fund for the sanitary sewer repairs along the 100 to 1000 block of Lancaster Crescent.

- f) At the Council meeting on April 11, 2023, Council approved the following:

*(1) That a resolution indicating support for the City's application to the 2023 UBCM Poverty Reduction Planning and Action Program in the amount of \$50,000 and willingness to provide overall grant management, as described in the report titled "2023 UBCM Poverty Reduction Planning and Action Program Grant Submission," dated March 2, 2023, from the Director, Community Social Development be endorsed; and*

*(2) That should the funding application be successful, that the Chief Administrative Officer and the General Manager, Planning and Development be authorized on behalf of the City to enter into an agreement with UBCM for the above mentioned project and that the Consolidated 5 Year Financial Plan (2023–2027) be amended accordingly.*

The Community Social Development operating budget will be increased by \$50,000 funded by Union of BC Municipalities (UBCM) Poverty Reduction Planning & Action grant. Community Social Development anticipates to spend \$25,000 of this grant in 2023 and \$25,000 in 2024.

- g) At the Council meeting on May 8, 2023, Council approved the following:

*That the position of Manager, Indigenous Relations be approved and funded from the Rate Stabilization Account for 2023 and that the Consolidated 5-Year Financial Plan (2023-2027) be amended accordingly.*

The Corporate Planning salary budget will be increased by \$154,500 funded by the Rate Stabilization Account for the Manager, Indigenous Relations position.

- h) At the Council meeting on May 23, 2023, Council approved the following:

*(1) That the proposed road safety improvement projects, as described in Attachment 2 of the staff report titled "ICBC-City of Richmond Road Improvement Program and Intersection Safety Camera Program – 2023 Update," dated April 18, 2023 from the Director, Transportation be endorsed*

*for submission to the ICBC 2023 Road Improvement Program for consideration of cost-share funding; and*

- (2) *That should the above applications be successful, the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the cost-share agreements on behalf of the City, and that the Consolidated 5 Year Financial Plan (2023-2027) be amended accordingly.*

The City was informed that this funding application was approved for \$225,500. This will replace the \$212,083 funded by the Roads Development Cost Charges (DCC) and \$13,417 funded by the Capital Reserve - Revolving Fund for the Roads capital projects upon receipt of the actual grant payment.

- i) At the Council meeting on June 7, 2023, Council approved the following:

- (1) *That Option 1 as described in the staff report titled "Steveston Highway Multi-Use Pathway Project Phases 1 and 2 – Update", dated May 10, 2023, from the Director, Transportation and the Director, Engineering be approved; and*  
 (2) *That the Consolidated 5 Year Financial Plan (2023-2027) be amended accordingly.*

The 2023 Capital Budget – Roads Program will be increased by \$2,490,000, comprising of \$2,341,845 funded by the Roads DCC and \$148,155 funded by the Capital Reserve -Revolving Fund for the Steveston Highway Multi-Use Pathway Phase 1 and 2 projects.

- j) At the Council meeting on June 26, 2023, Council approved the following:

*That funding of \$1,000,000 from the Drainage Improvement Reserve Fund for the drainage canal bank failure repairs at 12506 Vickers Way, be approved and that the Consolidated 5 Year Financial Plan (2023-2027) be amended accordingly, as detailed in the report titled "Drainage Canal Bank Failure Repairs - 12506 Vickers Way" dated May 23, 2023, from the Director, Engineering.*

The 2023 Capital Budget – Flood Protection Program will be increased by \$1,000,000 funded by the Drainage Improvement Reserve for the drainage canal bank failure repairs at 12506 Vickers Way.

- k) At the Closed Council meeting on June 26, 2023, Council approved to increase the 2023 Capital Budget – Flood Protection Program by \$180,000 funded by the Flood Protection BL10403 Reserve.

- l) At the Closed Council meeting held on July 10, 2023, Council approved to increase the 2023 Capital Budget – Building Program by \$30 million, which comprised of \$20 million funded by the Capital Reserve – Revolving Fund, \$5,828,382 from the Water

Supply BL10402 Reserve Fund, and \$4,171,618 from the Sanitary Sewer BL10401 Reserve Fund.

- m) At the Closed Council meeting on July 24, 2023, Council approved Community Safety Program's operating budget to be amended in accordance with the grant funding and service agreements for Public Safety Canada's Building Safer Communities Fund. Increase Community Safety Program's salary budget by \$93,303 and operating expenditures budget by \$590,846 funded by Public Safety Canada's Building Safer Communities Fund.
- n) At the Council meeting on September 5, 2023, Council approved the following:
  - (1) *That staff be authorized to submit an application to the Union of British Columbia Municipalities Community Resiliency Investment (CRI) Fund for up to \$100,000 in grant funding as described in the report titled "UBCM Community Resiliency Investment –Grant Application" dated August 9, 2023 from the Fire Chief;*
  - (2) *That should the funding application be successful, the Chief Administrative Officer and the General Manager, Community Safety be authorized to execute the agreements on behalf of the City of Richmond with the UBCM; and*
  - (3) *That Should the funding application be successful, that the Consolidated Five Year Financial Plan (2023-2027) be amended accordingly.*

The Fire-Rescue operating budget will be increased by up to \$100,000 funded by Union of British Columbia Municipalities (UBCM) Community Resiliency Investment Fund.

- o) At the Public Works and Transportation Committee meeting on September 13, 2023, the following has been approved:
 

*That funding of \$1,400,000 from the MRN Rehabilitation Provision for the Cambie Road Overpass repair be approved and that the Consolidated 5 Year Financial Plan (2023-2027) be amended accordingly.*

The 2023 Capital Budget – Roads Program will be increased by \$1,400,000 funded by the Major Road Network (MRN) Rehabilitation Provision for the repair of Cambie Road Overpass.

- p) At the Public Works and Transportation Committee meeting on September 13, 2023, the following has been approved:
  - (1) *The LGCAP Year 2 Survey Report and Attestation Form be endorsed and posted on the City's website for public information, in accordance with Provincial requirements;*

- (2) *A funding application to the Federation of Canadian Municipalities be submitted in the amount of \$200,000 for undertaking a GHG Reduction Pathway Feasibility Study for civic facilities;*
- (3) *The Chief Administrative Officer and General Manager, Engineering and Public Works, be authorized to enter into a funding agreement with Federation of Canadian Municipalities, should the funding agreement be successful; and*
- (4) *The Consolidated 5 Year Financial Plan (2023-2027) be amended to include the GHG Emission Pathway Feasibility Study in the amount of \$525,000, which will be funded from the Energy Operating Provision Account for \$325,000 and an additional \$200,000 contingent upon confirmation from the Federation of Canadian Municipalities.*

The Sustainability and District Energy operating budget will be increased by \$525,000 funded by \$325,000 from Energy Operating Provision Account and by up to \$200,000 of grant funding from Federation of Canadian Municipalities (FCM) for Greenhouse Gas (GHG) Emission Pathway Feasibility study.

During the year, the Consolidated 5 Year Financial Plan Bylaw may require Capital Budget amendments due to external contributions, unanticipated expenditures or contingencies. The amendments are as follows:

- 2 a) i. The scope of existing programs and projects will be increased by a total of \$2,500,000 from external funding received or anticipated to be received from various sources including grants and external contributions etc. Out of \$2,500,000, \$2,200,000 is related to Council approved amendments as stated in Section 1a and 1c, and the remaining \$300,000 is related to various grants and external contributions that would increase the project scope. The Capital Budget is proposed to be amended as follows:

<b>Table 1: Various Grants and External Sources</b>		<b>(in \$000's)</b>
<b>Capital Programs</b>		<b>Amount</b>
Flood Protection		\$2,000
Infrastructure Advanced Design and Minor Public Works		300
Parks		200
<b>Total</b>		<b>\$2,500</b>

- ii. The Consolidated 5 Year 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. A total of \$2,500,000 transferred to the above programs to date.

- b) The 2023 Capital Budget for Richmond Public Library will be increased by \$200,000 funded by Library's one-time surplus (Library Enhancement Provision) for the Brighthouse Main Entrance Renovation initiative.
- 3 Budget Amendment Policy 3001 states that changes to salaries be reported to the Finance Committee. The following amendments will result in no net increase to the 2023 Operating Budget:
  - a) Increase Community Safety Program's salary budget by \$110,000 funded by revenue for 1-Year Temporary Full Time Licence Inspector.
  - b) Increase Project Development's salary budget to include a 1 year Temporary Full-Time (TFT) Project Manager position funded by various capital projects.
- 4 Budget Amendment Policy 3001 states that increases 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 transfer of existing budget resources, or funding from provisions and has no tax impact:
  - a) Increase Richmond Public Library operating budget by \$694,000 for various programs and initiatives previously approved by the Library Board funded from Library's one-time surplus.
  - b) Increase Law operating budget by \$500,000 funded by Legal Provision for legal expenditures.
  - c) Increase Arts, Culture and Heritage operating budget by \$360,000 funded by provincial grant from the Ministry of Jobs, Economic Development, and Innovation for Media Lab upgrades. This will be placed in the operating budget and upon completion and capitalization, the appropriate portion will be flowed into the capital budget.
  - d) Increase the Human Resources operating budget by \$250,000 funded by the Arbitration Provision for arbitration expenses.
  - e) Increase Heritage Services operating budget by \$223,375 funded by the Province of BC Destination Development Fund. Heritage Services anticipates spending \$201,038 in 2023 and \$22,337 in 2024 for planning and preparations for heritage boat building programming.
  - f) Increase Sustainability and District Energy operating budget by \$112,087 funded by \$89,670 Corporate Provision and \$22,417 by FortisBC grant for Greenhouse Gas (GHG) Energy Reduction Masterplan study.
  - g) Increase Sustainability and District Energy operating budget by \$67,000 funded by \$52,089 Corporate Provision and by \$14,911 BC Hydro grant for Energize Richmond program.



- h) Increase Richmond Public Library operating budget with \$628,813 funding from British Columbia Ministry of Municipal Affairs, Public Libraries Branch one time Enhancement Grant. The Richmond Public Library anticipates spending of this grant as follows: \$50,000 in 2023, \$300,000 in 2024 and \$278,813 in 2025.
- i) Increase Major Events operating budget by \$45,000 funded by Canadian Heritage's Celebrate Canada Program grant for Steveston Salmon Festival.
- j) Increase Sustainability operating budget by \$45,000 funded by \$20,625 existing Sustainability Provision and by \$24,375 FortisBC grant for Energy Study.
- k) Increase Major Events operating budget by \$37,100 funded by British Columbia Fairs, Festival and Events Fund for Richmond Maritime Festival.
- l) Increase Parks operating budget by \$10,000 funded from Green Communities Canada for Terra Nova Rural Park.
- m) Increase Emergency Programs operating budget by \$7,000 funded by Canadian Red Cross Inclusive Resilience Project grant.
- n) Increase Project Development operating budget by \$5,000 funded from Western Financial Group Communities Foundation grant.

### Financial Impact

The proposed 2023-2027 budget amendments have no tax impact. Additional expenses included in the amended financial plan are funded by external sources or existing appropriations.

Table 2 summarizes the changes to operating and utility revenue and expenses. The Consolidated 5 Year Financial Plan (2023-2027) Amendment is presented in Attachment 1.

Table 2 Net Budget – Summary of Changes (in \$000's)			Reference
<b>Net Budget as at January 30, 2023</b>			<b>\$75,800</b>
<b>Revenue</b>			
1	CMHC Rapid Housing Initiative Grant for Affordable Housing	1d	3,750
2	Public Safety Canada's Building Safer Communities Fund	1m	684
3	BC Ministry of Jobs, Economic Development and Innovation Grant for Media Lab upgrades	4c	360
4	Heritage boat building program from Province of BC Destination Development Fund	4e	201
5	Federation of Canadian Municipalities grant for GHG Emission Pathway Feasibility study	1p	200
6	1-Year Temporary Full Time Licence Inspector funded by revenues	3a	110

Table 2 Net Budget – Summary of Changes (in \$000's)- continued			Reference
7	UBCM Community Resiliency Investment Fund	1n	100
8	BC Ministry of Municipal Affairs, Public Libraries Branch grant for Richmond Public Library	4h	50
9	Canadian Heritage's Celebrate Canada Program grant for Steveston Salmon Festival	4i	45
10	British Columbia Fairs, Festival and Events Fund for Richmond Maritime Festival	4k	37
11	UBCM Poverty Reduction Planning & Action grant	1f	25
12	FortisBC grant for Energy Study	4j	24
13	FortisBC grant for GHG Energy Reduction Masterplan study	4f	22
14	BC Hydro grant for Energize Richmond program	4g	15
15	Green Communities Canada funding	4l	10
16	Canadian Red Cross Inclusive Resilience Project grant	4m	7
17	Western Financial Group Communities Foundation grant	4n	5
<b>Total Revenue Amendments</b>			<b>5,645</b>
<b>Expenses</b>			
1	CMHC Rapid Housing Initiative Grant for Affordable Housing	1d	3,750
2	Library programs and initiatives funded from one-time surplus	4a	694
3	Public Safety Canada's Building Safer Communities Fund	1m	684
4	Federation of Canadian Municipalities grant for GHG Emission Pathway Feasibility study	1p	525
5	Legal Provision for legal expenditures	4b	500
6	BC Ministry of Jobs, Economic Development and Innovation Grant for Media Lab Upgrades	4c	360
7	Arbitration expenses funded from Arbitration Provision	4d	250
8	Heritage boat building program from Province of BC Destination Development Fund	4e	201
9	Manager, Indigenous Relations	1g	155
10	FortisBC grant for GHG Energy Reduction Masterplan study	4f	112
11	1-Year Temporary Full Time Licence Inspector	3a	110
12	UBCM Community Resiliency Investment Fund	1n	100
13	BC Hydro grant for Energize Richmond program	4g	67
14	BC Ministry of Municipal Affairs, Public Libraries Branch grant for Richmond Public Library	4h	50
15	Canadian Heritage's Celebrate Canada Program grant for Steveston Salmon Festival	4i	45
16	FortisBC grant for Energy Study	4j	45
17	British Columbia Fairs, Festival and Events Fund for Richmond Maritime Festival	4k	37
18	UBCM Poverty Reduction Planning & Action grant	1f	25
19	Green Communities Canada funding	4l	10
20	Canadian Red Cross Inclusive Resilience Project grant	4m	7

<b>Table 2 Net Budget – Summary of Changes (in \$000's)- continued</b>		<b>Reference</b>	
21	Western Financial Group Communities Foundation grant	4n	5
22	1-Year TFT Project Manager funded by capital projects	3b	-
<b>Total Expenses Amendments</b>			<b>7,732</b>
<b>NET AMENDMENT</b>			<b>2,087</b>
<b>Total Amended 2023 Net Budget</b>			<b>\$73,713</b>

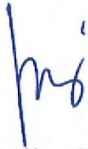
Table 3 summarizes the changes to the Capital Budget. The Amended Capital Plan Funding Sources for 2023-2027 is presented in Attachment 2 and the Amended Capital Plan Summary for 2023-2027 are presented in Attachment 3.

<b>Table 3 Capital Budget – Summary of Changes (in \$000's)</b>		<b>Reference</b>	
<b>2023 Capital Budget as at January 30, 2023</b>			<b>\$131,516</b>
UBCM Community Emergency Preparedness Fund	1a, 2ai		2,000
BC Active Transportation Infrastructure Grant Program	1b		-
South Arm Community Park Playground Contribution	1c, 2a.i		200
Sanitary Sewer Repairs-100 to 1000 Block Lancaster Crescent	1e		1,000
ICBC Road Improvement Program	1h		-
Steveston Highway Multi-Use Pathway Phase 1 and 2 projects	1i		2,490
Drainage Canal Bank Failure Repairs at 12506 Vickers Way	1j		1,000
Flood Protection Program Budget Increase	1k		180
Building Program Budget Increase	1l		30,000
Cambie Road Overpass Repair	1o		1,400
Various Grants and External Sources	2a.i		300
Contingent External Contributions	2a.ii		(2,500)
			<b>36,070</b>
			<b>\$167,586</b>

The Consolidated 5 Year Financial Plan (2023-2027) Bylaw No. 10429, Amendment Bylaw No. 10492 is included as Attachment 4.

## Conclusion

Staff recommend that Council approve the 2023 Capital, Operating and Utility Budget amendments to the Consolidated 5 Year Financial Plan Bylaw. The proposed 2023 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 October 23, 2023.



Mike Ching, CPA, CMA  
Director, Finance  
(604-276-4137)

MC:gh

- Att. 1: Amended Revenue, Expenses and Transfers (2023-2027)  
2: Amended Capital Plan Funding Sources (2023-2027)  
3: Amended 5 Year Capital Plan Summary (2023-2027)  
4: Consolidated 5 Year Financial Plan (2023-2027) Bylaw No. 10429, Amendment Bylaw No. 10492



**CITY OF RICHMOND**  
**CONSOLIDATED 5 YEAR FINANCIAL PLAN (2023-2027)**  
**AMENDED REVENUE AND EXPENSES**  
**(In \$000's)**

	2023 Amended Budget	2024 Amended Plan	2025 Amended Plan	2026 Plan	2027 Plan
<b>Revenue:</b>					
Taxation and Levies	287,052	305,455	322,929	342,371	362,527
Utility Fees	133,609	142,747	153,773	165,859	179,544
Sales of Services	48,817	49,979	51,056	52,105	53,097
Other Revenue	16,579	15,977	16,276	17,914	18,062
Payments In Lieu of Taxes	14,650	15,138	15,586	16,062	16,552
Gaming Revenue	14,500	14,500	14,500	14,500	14,500
Investment Income	14,323	14,882	15,320	15,813	16,371
Licenses and Permits	12,195	12,473	12,712	12,967	13,227
Provincial and Federal Grants	17,187	16,716	11,493	11,435	11,663
Developer Contributed Assets	48,745	74,526	48,745	48,745	48,745
Development Cost Charges	20,323	18,961	15,303	10,869	11,387
Other Capital Funding Sources	16,953	19,130	33,338	15,821	15,404
	<b>\$644,933</b>	<b>\$700,484</b>	<b>\$711,031</b>	<b>\$724,461</b>	<b>\$761,079</b>
<b>Expenses:</b>					
Community Safety	142,439	147,047	153,465	159,767	166,094
Community Services	76,855	72,605	74,319	76,203	78,047
Engineering and Public Works	69,989	68,698	69,243	70,755	72,243
Planning and Development Services	36,855	33,357	28,591	29,295	29,987
Finance and Corporate Services	28,361	27,665	28,362	29,125	29,868
Fiscal	28,337	26,502	29,079	30,602	31,819
Debt Interest	5,603	4,765	3,926	3,926	3,926
Corporate Administration	11,146	10,432	10,728	11,050	11,363
Law and Legislative Services	5,294	4,531	4,668	4,818	4,964
<b>Utility Budget</b>					
Water Utility	50,256	53,799	58,548	64,287	70,798
Sanitary Sewer Utility	44,092	47,915	52,722	58,577	65,245
Sanitation and Recycling	24,532	24,606	25,175	25,773	26,386
Flood Protection	16,561	17,561	18,606	18,818	19,037
Richmond Public Library	12,112	11,946	12,209	12,217	12,513
Richmond Olympic Oval Corporation	18,788	19,042	19,351	19,667	19,989
	<b>\$571,220</b>	<b>\$570,471</b>	<b>\$588,992</b>	<b>\$614,880</b>	<b>\$642,279</b>
<b>Annual Surplus</b>	<b>\$73,713</b>	<b>\$130,013</b>	<b>\$122,039</b>	<b>\$109,581</b>	<b>\$118,800</b>



**CITY OF RICHMOND  
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2023-2027)  
AMENDED TRANSFERS  
(In \$000's)**

	2023 Amended Budget	2024 Amended Plan	2025 Amended Plan	2026 Plan	2027 Plan
<b>Transfers:</b>					
Debt Principal	9,187	9,538	3,636	3,764	3,895
Transfer To Reserves	81,863	85,259	88,312	91,539	94,958
Transfer from Reserves to fund					
Operating Reserve Programs:					
Bylaw 8206	(400)	(400)	(400)	(400)	(400)
Bylaw 8877	(210)	(210)	(210)	(210)	(210)
Bylaw 7812 S. 1.1.1 (a)	(525)	(525)	(525)	(525)	(525)
Bylaw 7812 S. 1.1.1 (d)	(50)	(50)	(50)	(50)	(50)
Bylaw 7812 S. 1.1.1 (j)	(170)	(150)	(150)	(150)	(150)
Operating Reserves Funding – Prior Years	(7,036)	-	-	-	-
Transfer To (From) Surplus	(9,312)	10,944	21,047	27,187	32,752
Capital Expenditures - Current Year	167,586	124,615	145,091	123,861	111,963
Capital Expenditures - Prior Years	220,276	248,674	247,297	256,293	258,919
Capital Expenditures – Developer Contributed Assets	48,745	74,526	48,745	48,745	48,745
Capital Expenditures - Richmond Public Library	1,250	610	610	610	610
Capital Funding	(437,491)	(422,818)	(431,364)	(441,083)	(431,707)
<b>Transfers/Amortization offset:</b>	<b>\$73,713</b>	<b>\$130,013</b>	<b>\$122,039</b>	<b>\$109,581</b>	<b>\$118,800</b>
<b>Balanced Budget</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>
<b>Tax Increase</b>	<b>5.89%</b>	<b>5.37%</b>	<b>4.68%</b>	<b>5.00%</b>	<b>4.92%</b>

**CITY OF RICHMOND**  
**CONSOLIDATED 5 YEAR FINANCIAL PLAN**  
**AMENDED CAPITAL PLAN FUNDING SOURCES (2023-2027)**  
**(In \$000's)**

<b>DCC Reserves</b>	<b>2023 Amended</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>
Park Development DCC	3,292	941	1,552	1,223	1,646
Park Land Acquisition DCC	5,964	5,964	3,762	3,762	3,762
Roads DCC	12,727	9,827	7,766	5,885	5,979
Water DCC	-	2,229	2,224	-	-
<b>Total DCC</b>	<b>\$21,983</b>	<b>\$18,961</b>	<b>\$15,304</b>	<b>\$10,870</b>	<b>\$11,387</b>
<b>Statutory Reserves</b>					
Capital Building and Infrastructure	20,657	20,400	36,500	32,450	18,050
Capital Reserve	35,106	15,000	14,860	14,981	14,973
Drainage Improvement	19,647	16,833	14,161	15,677	18,096
Equipment Replacement	4,222	4,515	3,071	3,845	5,650
Flood Protection BL 10403	180	-	-	-	-
Sanitary Sewer	7,535	5,771	5,775	7,722	5,820
Sanitary Sewer BL 10401	4,172	-	-	-	-
Steveston Road Ends	119	-	-	-	-
Water Supply BL 10402	5,828	-	-	-	-
Watermain Replacement	9,909	11,205	9,591	9,466	9,555
<b>Total Statutory Reserves</b>	<b>\$107,375</b>	<b>\$73,724</b>	<b>\$83,958</b>	<b>\$84,141</b>	<b>\$72,144</b>
<b>Other Sources</b>					
Enterprise Fund	650	550	550	205	205
Grant and Developer Contribution	17,963	19,130	33,338	15,820	15,404
Other Sources	16,872	9,119	9,397	10,225	10,564
Rate Stabilization	-	800	-	-	-
Sewer Levy	555	450	712	36	191
Solid Waste and Recycling	300	300	300	300	300
Water Levy	1,888	1,581	1,532	2,264	1,768
<b>Total Other Sources</b>	<b>\$38,228</b>	<b>\$31,930</b>	<b>\$45,829</b>	<b>\$28,850</b>	<b>\$28,432</b>
<b>Total Capital Program</b>	<b>\$167,586</b>	<b>\$124,615</b>	<b>\$145,091</b>	<b>\$123,861</b>	<b>\$111,963</b>

**CITY OF RICHMOND**  
**AMENDED 5 YEAR CAPITAL PLAN SUMMARY (2023-2027)**  
(In \$000's)

	2023 Amended Budget	2024	2025	2026	2027
<b>Infrastructure Program</b>					
Roads	25,061	22,267	19,748	12,799	13,151
Flood Protection (Drainage)	23,206	21,915	35,674	18,570	22,270
Water	6,567	11,309	10,820	8,322	10,011
Sanitary Sewer	8,839	5,901	4,900	9,000	4,800
Infrastructure Advanced Design and Minor Public Works	4,780	3,780	3,280	3,930	2,930
<b>Total Infrastructure Program</b>	<b>\$68,453</b>	<b>\$65,172</b>	<b>\$74,422</b>	<b>\$52,621</b>	<b>\$53,162</b>
<b>Building Program</b>					
Building	50,755	10,300	17,700	35,450	21,050
Heritage	5,000	13,100	21,800	-	-
<b>Total Building Program</b>	<b>\$55,755</b>	<b>\$23,400</b>	<b>\$39,500</b>	<b>\$35,450</b>	<b>\$21,050</b>
<b>Parks Program</b>					
Parks	5,050	3,400	2,050	5,600	6,010
Parkland	4,000	4,000	4,000	4,000	4,000
<b>Total Parks Program</b>	<b>\$9,050</b>	<b>\$7,400</b>	<b>\$6,050</b>	<b>\$9,600</b>	<b>\$10,010</b>
<b>Land Program</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>
<b>Equipment Program</b>					
Vehicle	4,199	3,755	3,593	2,530	3,992
Fire Vehicle	1,336	1,504	204	2,082	2,163
Equipment	3,860	550	782	796	718
<b>Total Equipment Program</b>	<b>\$9,395</b>	<b>\$5,809</b>	<b>\$4,579</b>	<b>\$5,408</b>	<b>\$6,873</b>
<b>Information Technology Program</b>	<b>\$3,757</b>	<b>\$493</b>	<b>\$540</b>	<b>\$782</b>	<b>\$868</b>
<b>Internal Transfers/Debt Payment</b>	<b>\$3,676</b>	<b>\$2,341</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>
<b>Contingent External Contributions</b>	<b>\$7,500</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>
<b>Total Capital Program</b>	<b>\$167,586</b>	<b>\$124,615</b>	<b>\$145,091</b>	<b>\$123,861</b>	<b>\$111,963</b>



**Consolidated 5 Year Financial Plan (2023-2027) Bylaw No. 10429,  
Amendment Bylaw No. 10492**

The Council of the City of Richmond enacts as follows:

1. Schedule "A", Schedule "B", and Schedule "C" of the Consolidated 5 Year Financial Plan (2023-2027) Bylaw No. 10429, 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 "**Consolidated 5 Year Financial Plan (2023-2027) Bylaw No. 10429, Amendment Bylaw No. 10492**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

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

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

\_\_\_\_\_  
MAYOR

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



**SCHEDULE A:**

**CITY OF RICHMOND**  
**CONSOLIDATED 5 YEAR FINANCIAL PLAN (2023-2027)**  
**AMENDED REVENUE AND EXPENSES**  
**(In \$000's)**

	2023 Amended Budget	2024 Amended Plan	2025 Amended Plan	2026 Plan	2027 Plan
<b>Revenue:</b>					
Taxation and Levies	287,052	305,455	322,929	342,371	362,527
Utility Fees	133,609	142,747	153,773	165,859	179,544
Sales of Services	48,817	49,979	51,056	52,105	53,097
Other Revenue	16,579	15,977	16,276	17,914	18,062
Payments In Lieu of Taxes	14,650	15,138	15,586	16,062	16,552
Gaming Revenue	14,500	14,500	14,500	14,500	14,500
Investment Income	14,323	14,882	15,320	15,813	16,371
Licenses and Permits	12,195	12,473	12,712	12,967	13,227
Provincial and Federal Grants	17,187	16,716	11,493	11,435	11,663
Developer Contributed Assets	48,745	74,526	48,745	48,745	48,745
Development Cost Charges	20,323	18,961	15,303	10,869	11,387
Other Capital Funding Sources	16,953	19,130	33,338	15,821	15,404
	<b>\$644,933</b>	<b>\$700,484</b>	<b>\$711,031</b>	<b>\$724,461</b>	<b>\$761,079</b>
<b>Expenses:</b>					
Community Safety	142,439	147,047	153,465	159,767	166,094
Community Services	76,855	72,605	74,319	76,203	78,047
Engineering and Public Works	69,989	68,698	69,243	70,755	72,243
Planning and Development Services	36,855	33,357	28,591	29,295	29,987
Finance and Corporate Services	28,361	27,665	28,362	29,125	29,868
Fiscal	28,337	26,502	29,079	30,602	31,819
Debt Interest	5,603	4,765	3,926	3,926	3,926
Corporate Administration	11,146	10,432	10,728	11,050	11,363
Law and Legislative Services	5,294	4,531	4,668	4,818	4,964
<b>Utility Budget</b>					
Water Utility	50,256	53,799	58,548	64,287	70,798
Sanitary Sewer Utility	44,092	47,915	52,722	58,577	65,245
Sanitation and Recycling	24,532	24,606	25,175	25,773	26,386
Flood Protection	16,561	17,561	18,606	18,818	19,037
Richmond Public Library	12,112	11,946	12,209	12,217	12,513
Richmond Olympic Oval Corporation	18,788	19,042	19,351	19,667	19,989
	<b>\$571,220</b>	<b>\$570,471</b>	<b>\$588,992</b>	<b>\$614,880</b>	<b>\$642,279</b>
<b>Annual Surplus</b>	<b>\$73,713</b>	<b>\$130,013</b>	<b>\$122,039</b>	<b>\$109,581</b>	<b>\$118,800</b>



**SCHEDULE A (CONT'D):**

**CITY OF RICHMOND  
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2023-2027)  
AMENDED TRANSFERS  
(In \$000's)**

	2023 Amended Budget	2024 Amended Plan	2025 Amended Plan	2026 Plan	2027 Plan
<b>Transfers:</b>					
Debt Principal	9,187	9,538	3,636	3,764	3,895
Transfer To Reserves	81,863	85,259	88,312	91,539	94,958
Transfer from Reserves to fund Operating Reserve Programs:					
Bylaw 8206	(400)	(400)	(400)	(400)	(400)
Bylaw 8877	(210)	(210)	(210)	(210)	(210)
Bylaw 7812 S. 1.1.1 (a)	(525)	(525)	(525)	(525)	(525)
Bylaw 7812 S. 1.1.1 (d)	(50)	(50)	(50)	(50)	(50)
Bylaw 7812 S. 1.1.1 (j)	(170)	(150)	(150)	(150)	(150)
Operating Reserves Funding – Prior Years	(7,036)	0	0	0	0
Transfer To (From) Surplus	(9,312)	10,944	21,047	27,187	32,752
Capital Expenditures - Current Year	167,586	124,615	145,091	123,861	111,963
Capital Expenditures - Prior Years	220,276	248,674	247,297	256,293	258,919
Capital Expenditures – Developer Contributed Assets	48,745	74,526	48,745	48,745	48,745
Capital Expenditures - Richmond Public Library	1,250	610	610	610	610
Capital Funding	(437,491)	(422,818)	(431,364)	(441,083)	(431,707)
<b>Transfers/Amortization offset:</b>	<b>\$73,713</b>	<b>\$130,013</b>	<b>\$122,039</b>	<b>\$109,581</b>	<b>\$118,800</b>
<b>Balanced Budget</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>
<b>Tax Increase</b>	<b>5.89%</b>	<b>5.37%</b>	<b>4.68%</b>	<b>5.00%</b>	<b>4.92%</b>

**SCHEDULE B:**

**CITY OF RICHMOND  
CONSOLIDATED 5 YEAR FINANCIAL PLAN  
AMENDED CAPITAL PLAN FUNDING SOURCES (2023-2027)  
(In \$000's)**

<b>DCC Reserves</b>	<b>2023 Amended</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>
Park Development DCC	3,292	941	1,552	1,223	1,646
Park Land Acquisition DCC	5,964	5,964	3,762	3,762	3,762
Roads DCC	12,727	9,827	7,766	5,885	5,979
Water DCC	-	2,229	2,224	-	-
<b>Total DCC</b>	<b>\$21,983</b>	<b>\$18,961</b>	<b>\$15,304</b>	<b>\$10,870</b>	<b>\$11,387</b>
<b>Statutory Reserves</b>					
Capital Building and Infrastructure	20,657	20,400	36,500	32,450	18,050
Capital Reserve	35,106	15,000	14,860	14,981	14,973
Drainage Improvement	19,647	16,833	14,161	15,677	18,096
Equipment Replacement	4,222	4,515	3,071	3,845	5,650
Flood Protection BL 10403	180	-	-	-	-
Sanitary Sewer	7,535	5,771	5,775	7,722	5,820
Sanitary Sewer BL 10401	4,172				
Steveston Road Ends	119	-	-	-	-
Water Supply BL 10402	5,828				
Watermain Replacement	9,909	11,205	9,591	9,466	9,555
<b>Total Statutory Reserves</b>	<b>\$107,375</b>	<b>\$73,724</b>	<b>\$83,958</b>	<b>\$84,141</b>	<b>\$72,144</b>
<b>Other Sources</b>					
Enterprise Fund	650	550	550	205	205
Grant and Developer Contribution	17,963	19,130	33,338	15,820	15,404
Other Sources	16,872	9,119	9,397	10,225	10,564
Rate Stabilization	-	800	-	-	-
Sewer Levy	555	450	712	36	191
Solid Waste and Recycling	300	300	300	300	300
Water Levy	1,888	1,581	1,532	2,264	1,768
<b>Total Other Sources</b>	<b>\$38,228</b>	<b>\$31,930</b>	<b>\$45,829</b>	<b>\$28,850</b>	<b>\$28,432</b>
<b>Total Capital Program</b>	<b>\$167,586</b>	<b>\$124,615</b>	<b>\$145,091</b>	<b>\$123,861</b>	<b>\$111,963</b>

**SCHEDULE C:**

**CITY OF RICHMOND  
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2023-2027)  
AMENDED 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 2023.

**Table 1:**

<b>Funding Source</b>	<b>% of Total Revenue</b>
Property Taxes	51.4%
User Fees	23.9%
Sales of Services	8.7%
Payments in Lieu of Taxes	2.6%
Gaming Revenue	2.6%
Investment Income	2.6%
Licenses and Permits	2.2%
Provincial and Federal Grants	3.1%
Other	2.9%
Total Operating and Utility Funding Sources	100.0%

**SCHEDULE C (CONT'D):**

**CITY OF RICHMOND  
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2023-2027)  
AMENDED STATEMENT OF POLICIES AND OBJECTIVES**

**Distribution of Property Taxes**

Table 2 provides the 2023 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:** (Based on the 2023 Revised Roll figures)

Property Class	% of Tax Burden
Residential (1)	57.08%
Business (6)	32.65%
Light Industry (5)	8.22%
Others (2,3,4,8 & 9)	2.05%
Total	100.00%

**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  
**From:** Wayne Craig  
Director, Development

**Date:** September 18, 2023  
**File:** RZ 21-939470

**Re:** Application by Interface Architecture Inc. for Rezoning at 5471, 5491/5493, 5531, 5551, 5571, 5591, 5595, 5611/5613 Steveston Highway from "Single Detached (RS1/B)" Zone, "Single Detached (RS1/E)" Zone and "Two-Unit Dwellings (RD1)" Zone to "Medium Density Townhouses (RTM2)" Zone

### Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10496, for the rezoning of 5471, 5491/5493, 5531, 5551, 5571, 5591, 5595, 5611/5613 Steveston Highway from "Single Detached (RS1/B)" zone, "Single Detached (RS1/E)" zone and "Two-Unit Dwellings (RD1)" zone to the "Medium Density Townhouses (RTM2)" zone, be introduced and given first reading.

Wayne Craig  
Director, Development  
(604-247-4625)

WC:el  
Att. 7

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



## **Staff Report**

### **Origin**

Interface Architecture Inc., on behalf of Steveston Townhouse Ventures Inc. (Incorporation number: BC1293948; Director: Barry Cavanaugh & Robert Arthur Barker), has applied to the City of Richmond for permission to rezone 5471, 5491/5493, 5531, 5551, 5571, 5591, 5595, 5611/5613 Steveston Highway (Attachment 1) from “Single Detached (RS1/B)” zone, “Single Detached (RS1/E)” zone and “Two-Unit Dwellings (RD1)” zone to the “Medium Density Townhouses (RTM2)” zone in order to permit the development of 30 townhouse units with seven secondary suites and a right-in/right-out vehicle access from Steveston Highway.

### **Project Description**

The eight properties (ten units) under this application have a total combined frontage of approximately 151 m along Steveston Highway and a 22 m frontage along Lassam Road; these properties will be required to be consolidated into one development parcel prior to final adoption of the rezoning bylaw. The proposed density is 0.65 floor area ratio (FAR). The site layout includes 12 two-storey units and 18 three-storey units in ten townhouse clusters. Seven secondary suites and five accessible units are included in this proposal. Vehicle access is provided by a single right-in/right-out driveway access to Steveston Highway. A preliminary site plan, building elevations and landscape plan are contained in Attachment 2.

A Servicing Agreement will be required for the design and construction of frontage beautification works and service connections.

### **Findings of Fact**

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

### **Subject Site Existing Housing Profile**

The subject site currently contains six single-family homes and four duplex units. The applicant advised that there are no secondary suites in the homes and that all ten homes are currently tenanted. The developer advised that they have made these homes available to tenants at half the market rates with the clear understanding from all tenants that these are short term rentals within a development site and the homes will be demolished and legal notice to end tenancies in keeping with the Residential Tenancy Act will be issued.

### **Surrounding Development**

Existing development immediately surrounding the subject site is as follows:

To the North: Existing single-family dwellings on lots zoned “Single Detached (RS1/B)”.

To the South: Across Steveston Highway, existing single-family dwellings on lots zoned “Single Detached (RS1/D)” and “Single Detached (RS1/E)”.

To the East: Across Lassam Road, existing single-family dwellings on lots zoned “Single Detached (RS1/B)”.

To the West: A recently constructed 28-unit townhouse complex on a lot zoned “Medium Density Townhouses (RTM2)”.

## **Related Policies & Studies**

### Official Community Plan/Steveston Area Plan

The 2041 Official Community Plan (OCP) Land Use Map designation for the subject site is “Neighbourhood Residential”. The Steveston Area Land Use Map designation for the subject site is “Multiple-Family”. This redevelopment proposal for 30 townhouses is consistent with these designations.

### Arterial Road Land Use Policy

The Arterial Road Land Use Policy in the City’s 2041 OCP (Bylaw 9000), directs appropriate townhouse development onto certain arterial roads outside the City Centre. The subject site is identified for “Arterial Road Townhouse” on the Arterial Road Housing Development Map and the proposal is in compliance with the Townhouse Development Requirements under the Arterial Road 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* and the City’s *Zoning Bylaw 8500*.

## **Analysis**

### Built Form and Architectural Character

The applicant proposes to consolidate the eight properties into one development parcel, with a total net site area of 6,214 m<sup>2</sup>. The proposal consists of 30 townhouses, in a mix of two-storey and three-storey townhouse units in 10 clusters.

The layout of the townhouse units is oriented around a single driveway providing access to the site from Steveston Highway and an east-west internal manoeuvring aisle providing access to the unit garages. A two-storey indoor amenity building is proposed at the southwest corner of the site.

Two outdoor amenity areas are proposed: one will be situated in a central open courtyard at the rear (north) of the site, opposite to the entry driveway; the other one will be located along the site's Lassam Road frontage, adjacent to the proposed indoor amenity building.

All three-storey units are proposed along Steveston Highway; a minimum 7.5 m interior side yard setback is provided to the third floor of these buildings to minimize potential privacy concerns with the townhouse development to the east. Two-storey duplexes are proposed along the rear (north) lot lines to serve as a transition to the single-family homes to the north. The proposed building forms, heights and setbacks are in compliance with the design guidelines for arterial road townhouse developments.

Consistent with the parking requirements in Richmond Zoning Bylaw 8500, a total of 60 resident vehicle parking spaces are proposed, of which 14 spaces (23 per cent) are proposed in a tandem arrangement. Prior to rezoning approval, a restrictive covenant preventing the conversion of tandem parking area into storage or habitable space is required to be registered on Title. Also consistent with the parking requirements, a total of six visitor parking spaces are proposed on-site, two of which will be accessible visitor parking spaces. In addition, a total of 39 resident (Class 1) bicycle parking spaces and six visitor (Class 2) bicycle parking spaces are proposed, which comply with the requirements under the Zoning Bylaw 8500.

### *Density Proposed*

The Arterial Road Land Use Policy specifies a typical density of 0.60 FAR (Floor Area Ratio) for townhouse developments along arterial roads, subject to the applicant providing a cash-in-lieu contribution to the City's Affordable Housing Reserve Fund prior to Council approval of any rezoning application.

This policy further provides for the consideration of additional density for townhouse development, including:

- corner lot developments with frontage improvements on two or more streets where significant road dedication is required (provided that the density bonus is used solely to balance the loss of land for road dedication);
- land assembly with more than 100 m frontage on a major arterial road;
- developments abutting a park or other non-residential land use where affordable housing is provided on-site;
- additional community benefits are provided (not including affordable housing contributions); and/or
- Low End Market Rental housing units are provided.

The applicant is proposing medium density townhouses with a maximum density of 0.65 FAR. Staff support the proposed density based on the applicant's commitment to include the following features in this townhouse development:

- Larger site assembly:
  - The subject site has more than 100 m frontage (i.e., 151 m) on a major arterial road (i.e., Steveston Highway).
- Installation of solar photovoltaic (PV) panels:
  - The developer is proposing to install four 450W solar panels per unit. The size and placement of the solar panels will be reviewed in detail through Development Permit and overall architectural design.
  - These solar panels would produce around 2,082 kWh per year or approximately 31 per cent of the power an average townhouse in British Columbia use. This would mean a saving of approximately \$300.00 per year per unit.
- Five accessible units:
  - These units will be designed based on City's Convertible Unit Checklist and Aging-in-Place features, with a stair lift installed.
  - Applicable Basic Universal Housing unit features will also be included in the accessible unit design.
  - Detailed design of the accessible units is presented in Attachment 4.
- Seven one-bedroom secondary suites:
  - These suites will be contained in the end units along Steveston Highway (Attachment 2) and will not be stratified.
  - The size of the secondary suite ranges from approximately 27 m<sup>2</sup> (295 ft<sup>2</sup>) to 34 m<sup>2</sup> (366 ft<sup>2</sup>).
  - Each secondary suite contains an open living/dining/kitchen area, a bedroom and a bathroom.
  - No additional residential parking spaces will be assigned to the secondary suites since a side-by-side double car garage is proposed to be included in each of the townhouse units containing a secondary suite, consistent with the parking requirements of Zoning Bylaw 8500.

All of these features will be secured through restrictive covenants, which will be registered on Title prior to final adoption of the rezoning bylaw.

#### *Residual Site - 10880 Lassam Road*

The proposed site assembly will leave a residual development site to the northwest at 10880 Lassam Road. This internal lot facing and addressed off a local road is identified for townhouse development under the Arterial Road Policy since it is located within 35 m from Steveston Highway.

The developer has made multiple attempts to explore the opportunity to include 10880 Lassam Road into the proposed townhouse development; however, the acquisition attempt was not successful (Attachment 5). To proceed with the subject development proposal, the developer has agreed to provide the following in support of the future redevelopment of the property:

- Vehicle access from the subject site to future multiple-family residential development on 10880 Lassam Road; a Public Rights-of-Passage (PROP) Statutory Right-of-Way (SRW) over the entire internal drive aisle on the subject site to allow use of the driveway will be registered on Title of the subject site as a condition of rezoning to secure this arrangement; and
- Shared use of garbage/recycling collection facilities on-site with future multiple-family residential development on 10880 Lassam Road. A cross-access easement and agreement will be registered on Title of the subject site as a condition of rezoning to secure this arrangement.

The proposed development will not restrict redevelopment of the adjacent site at 10880 Lassam Road. The applicant has provided a preliminary concept (on file) for 10880 Lassam Road to demonstrate that it could be redeveloped into a multiple-family residential development in keeping with the site's OCP designation in the future.

#### Transportation and Site Access

An existing Statutory Right-of-Way (SRW EPP92792) is registered over the drive aisle of the neighbouring townhouse development to the east at 5651 Steveston Highway, which may be utilized to provide vehicular access to the subject site. However, based on the scale of the subject development and its 151 m frontage along Steveston Highway, a separate vehicular access from Steveston Highway is proposed. The Transportation Department has reviewed and supported the proposed driveway, but this access will be restricted to right-in/right-out traffic movements.

As mentioned above, a SRW over the entire internal drive aisle on the subject site will be registered on Title to provide future access to 10880 Lassam Road. This SRW, as requested by the Fire Department, will also be required to provide emergency access to the neighbouring townhouse development to the east at 5651 Steveston Highway. The drive aisles of the two sites must be connected and kept open at all times. The Fire Department is willing to accept alternate arrangements (i.e., bollards on either side of the cross access with a chain across) should residents of the two developments have concerns over the drive aisle being kept open at all times. Detailed design will be reviewed at Development Permit stage.

Prior to final adoption of the rezoning bylaw, the developer is required to dedicate a 4.0 m x 4.0 m corner cut at the subject site's southwest corner, design and construct the frontage improvement works on both site's frontages and construct a concrete bus pad with electrical pre-ducting conduits at the Steveston Highway/Kingfisher Drive westbound bus stop (see Attachment 6 for details).



### Site Servicing and Frontage Improvements

Prior to final adoption of the rezoning bylaw, the applicant is required to enter into the City's standard Servicing Agreement to design and construct frontage beautification works, a concrete bus pad and service connections (Attachment 6). All works are at the client's sole cost (i.e., no credits apply). The developer is also required to pay Development Cost Charges (DCC's) (City & GVS & DD), School Site Acquisition Charge and Address Assignment Fee.

### Existing Legal Encumbrances

There are existing 3.0 m wide utility Right-of-Ways (ROWs) generally along the north property line of the subject site for existing sanitary main and connections. The developer is aware that no construction is permitted in these areas.

### 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 46 bylaw-sized trees on the subject property, four trees on neighbouring properties and one street tree on City property.

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

- Two trees, a 22 cm cal Blue Spruce tree (tag# 267) and a 44 cm cal Noble Fir (tag# 295), located on-site, are identified in good condition and are to be retained and protected. A Tree Survival Security of \$15,000.00 will be required for the two trees.
- Two trees, a multi-branched Coral Barked Maple tree (tag# 265; 6, 6 & 8 cm cal) and a multi-branched Japanese Maple tree (tag# 992; 6, 7 & 8 cm cal), located on-site, are identified in good condition and are good candidates for relocation to the central amenity area.
- 42 trees (tag# 251-264, 266, 268-275, 293-294, 296, 983, 986-991, 993-1000 and S1) located on-site are either dead, dying (sparse canopy foliage), have been previously topped or exhibit structural defects such as cavities at the main branch union and co-dominant stems with inclusions. As a result, these trees are not good candidates for retention and should be replaced. Replacement trees should be specified at 2:1 ratio as per the OCP.
- Four trees (tag# S2, S3, 984 and 985) located on neighbouring property are to be protected as per Arborist report recommendations.
- Three hedgerows located at the City boulevard in front of 5571, 5591 and 5611 Steveston Highway, will be in conflict with required frontage improvement works and are recommended for removal; no compensation required.
- A 22 cm cal Katsura Tree (tag# S4) located at the City boulevard along Lassam Road, was dead and was removed by Parks staff in 2021.

### *Tree Replacement*

The applicant wishes to remove 41 bylaw-sized on-site trees; the 2:1 replacement ratio would require 82 replacement trees. In addition, the applicant wishes to remove one significant tree on-site (tag #1000), the 3:1 replacement ratio would require an additional three replacement trees. Therefore, the total number of replacement trees required for the proposed removal of 42 trees on-site is 85 trees.

According to the Preliminary Landscape Plan provided by the applicant (Attachment 2), the applicant proposes to plant 60 new trees on-site. The size and species of replacement trees will be reviewed in detail through Development Permit and overall landscape design. The applicant has agreed to provide a voluntary contribution of \$18,750.00 (\$750.00/tree) to the City's Tree Compensation Fund in-lieu of planting the remaining 25 replacement trees, should they not be accommodated on-site.

### *Tree Protection and Relocation*

The applicant has committed to relocate two trees on-site to the proposed outdoor amenity area. As a condition to rezoning, a proof of a contract with a company specializing in tree relocation to undertake the transplant of the two trees and a Tree Survival Security to the City in the amount of \$10,000.00 will be required. Following construction and all required Building Permit Inspections, an acceptable post-construction impact assessment report must be submitted to confirm the tree has survived. The City will then release 50 per cent of the security; and the remaining 50 per cent of the security will be released one year later, subject to inspection and survival of the tree.

The applicant has also committed to retain and protect two other trees on-site and four trees located on adjacent properties. The applicant has submitted a Tree Management Plan showing the trees to be retained and the measures taken to protect them during development stage (Attachment 7). To ensure that the trees identified for retention are 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 tree protection zones. 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 all trees 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.

### Amenity Space

The conceptual development plans include 90 m<sup>2</sup> (970 ft<sup>2</sup>) of indoor amenity, which would meet the minimum requirements in the OCP. The proposed indoor amenity includes two multi-purpose rooms, a kitchenette and accessible washrooms.

Two outdoor amenity areas are proposed on-site. Based on the preliminary design, the size of the proposed outdoor amenity space complies with the Official Community Plan (OCP) requirements of 6 m<sup>2</sup> per unit. Staff will work with the applicant at the Development Permit stage to ensure the configuration and design of the outdoor amenity space meets the Development Permit Guidelines in the OCP.

### Impacts of Traffic Noise

To protect the future dwelling units at the subject site from potential noise impacts generated by traffic on Steveston Highway, a restrictive covenant is required to be registered on Title prior to final adoption of the rezoning bylaw to ensure that noise attenuation is required to be incorporated into dwelling unit design and construction.

Prior to a Development Permit application being considered by the Development Permit Panel, the applicant is required to submit an acoustical and thermal report and recommendations, prepared by a registered professional, to comply with the requirements of the restrictive covenant.

### Energy Efficiency

The developer has committed to design the subject development to meet the City's Step Code requirements. A commitment letter has been submitted (on file) to confirm that the proposed development will be designed to achieve Step 3 (with low carbon energy plant), which meets the current Step Code requirements.

### Housing Type and Tenure

The proposed development is a market townhouse development. Consistent with OCP policy respecting townhouse and multiple-family housing development projects and in order to maximize potential rental and housing opportunities throughout the City, the applicant has agreed to register a restrictive covenant on Title prior to rezoning bylaw adoption, prohibiting (a) the imposition of any strata bylaw that would prohibit any residential dwelling unit from being rented; and (b) the imposition of any strata bylaw that would place age-based restrictions on occupants of any residential dwelling unit.

### Affordable Housing Strategy

The City's Affordable Housing Strategy requires that all townhouse rezoning applications provide a cash-in-lieu contribution to the Affordable Housing Reserve Fund.

Consistent with the Strategy, the applicant proposes to submit a cash-in-lieu contribution to the Affordable Housing Reserve fund in the amount of \$12.00 per buildable square foot (for sites outside of City Centre) for a total contribution of \$521,718.13 prior to final adoption of the rezoning bylaw. The applicant is also voluntarily providing seven secondary suites within the development.

#### Market Rental Housing Policy

The City's Market Rental Housing Policy requires that all townhouse rezoning applications provide a cash-in-lieu contribution to the Affordable Housing Reserve Fund. Consistent with the Strategy, the applicant proposes to submit a cash-in-lieu contribution to the Affordable Housing Reserve fund in the amount of \$2.65 per buildable square foot for a total contribution of \$115,212.75 prior to final adoption of the rezoning bylaw.

#### Public Art

In response to the City's Public Art Program (Policy 8703), the applicant will provide a voluntary contribution at a rate of \$0.99 per buildable square foot (2023 rate) to the City's Public Art Reserve fund; for a total contribution in the amount of \$43,041.75.

#### Variance Requested

The proposed development is generally in compliance with the "Medium Density Townhouses (RTM2)" zone other than the variances noted below:

1. Reduction of the minimum front yard setback from 6.0 m to 4.5 m.
  - Staff support the requested variance as the Arterial Road Guidelines for Townhouses in the OCP support reduced front yard setback where a 6.0 rear yard setback is provided, on condition that there is an appropriate interface with neighbouring properties.
2. Reduction of the minimum exterior side yard setback from 6.0 m to 4.5 m.
  - Staff support the requested variance to facilitate the retention and protection of a 44 cm cal Noble Fir tree (tag# 295) and to accommodate a two-storey indoor amenity building proposed at the southwest corner of the site, adjacent to the secondary outdoor amenity space around the protected tree.

These variances will be reviewed in the context of the overall detailed design of the project; including architectural form, site design and landscaping at the Development Permit stage.

#### Development Permit

A Development Permit processed to a satisfactory level is a requirement of rezoning approval. Through the Development Permit, the following issues are to be further examined:

- Compliance with Development Permit Guidelines for multiple-family projects in the 2041 Official Community Plan (OCP).

- Refinement of the proposed site grading to ensure survival of all proposed protected trees and appropriate transition between the proposed development to the public sidewalk along the site's frontages and to the adjacent existing developments.
- Refinement of site layout to maximize planting areas along internal drive aisles and to better define private vs. semi-private spaces on-site.
- Refinement of the proposed building form to achieve sufficient variety in design to create a cohesive yet interesting streetscape along Steveston Highway and to reduce visual massing of the three-storey units along Steveston Highway.
- Refinement of landscape design to optimize replacement tree planting on-site, to maximize permeable surface areas and to better articulate hard surface treatments on-site.
- Review of size and species of on-site replacement trees to ensure bylaw compliance and to achieve an acceptable mix of conifer and deciduous trees on-site.
- Refinement of the outdoor amenity area design, including the choice of play equipment, to create a safe and vibrant environment for children's play and social interaction.
- Review of the sustainability strategy for the development proposal.

Additional issues may be identified as part of the Development Permit application review process.

### **Financial Impact or Economic 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 proposed 30-unit townhouse development is generally consistent with the Official Community Plan (OCP) and the Arterial Road Policy in the OCP. Further review of the project design is required to ensure a high-quality project and design consistent with the existing neighbourhood context and this will be completed as part of the Development Permit application review process. The list of rezoning considerations is included in Attachment 6, which has been agreed to by the applicants (signed concurrence on file). On this basis, staff recommend support of the application.

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10496 be introduced and given First Reading.



Edwin Lee  
Planner 2  
(604-276-4121)



EL:he

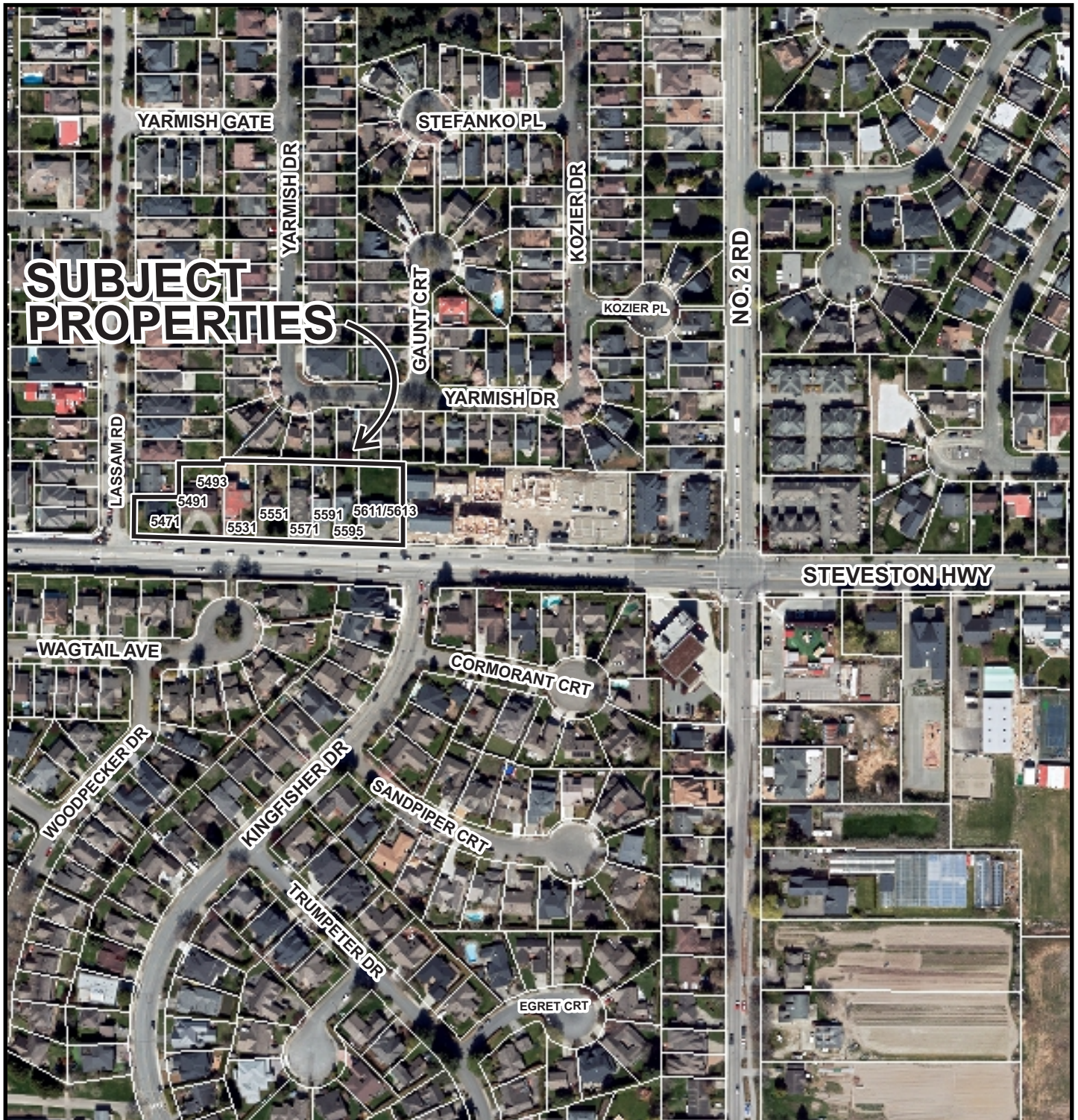
- Att.
- 1: Location Map
  - 2: Conceptual Development Plans
  - 3: Development Application Data Sheet
  - 4: Preliminary Accessible Unit Design
  - 5: Proof of Acquisition Attempts
  - 6: Rezoning Considerations
  - 7: Tree Management Plan







# City of Richmond



RZ 21-939470

Original Date: 10/22/21

Revision Date: 09/19/23

Note: Dimensions are in METRES

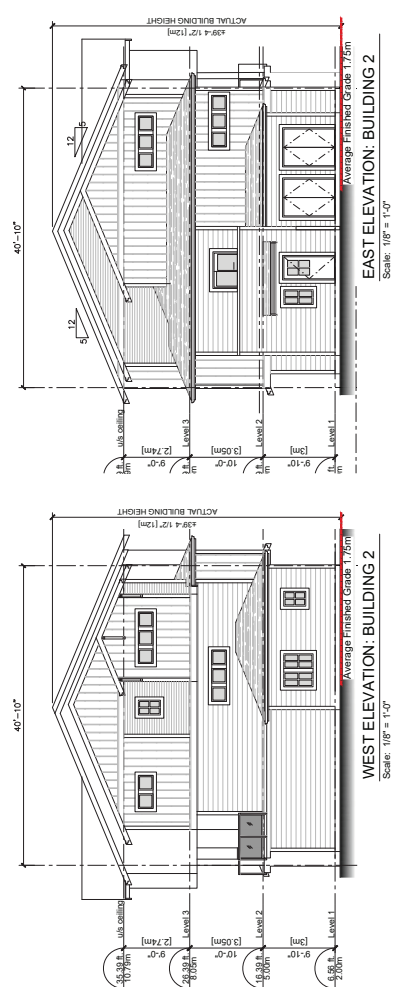
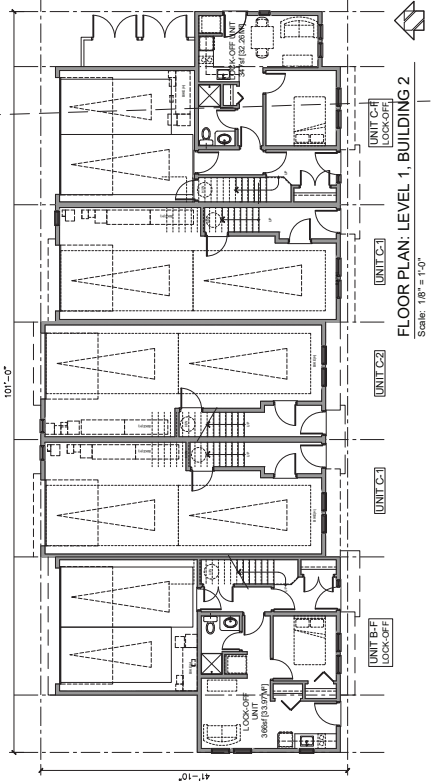
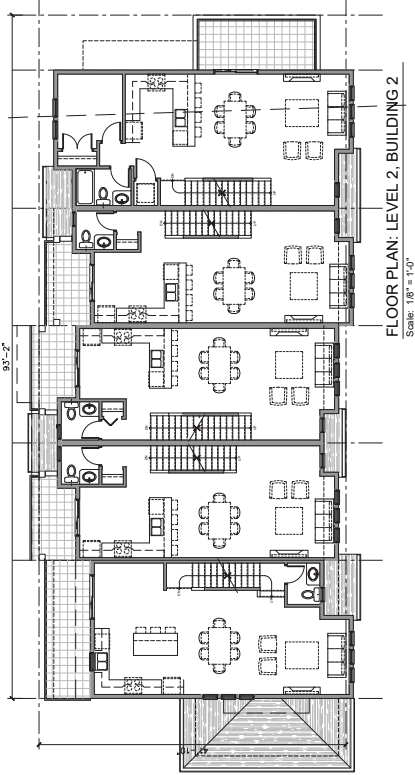
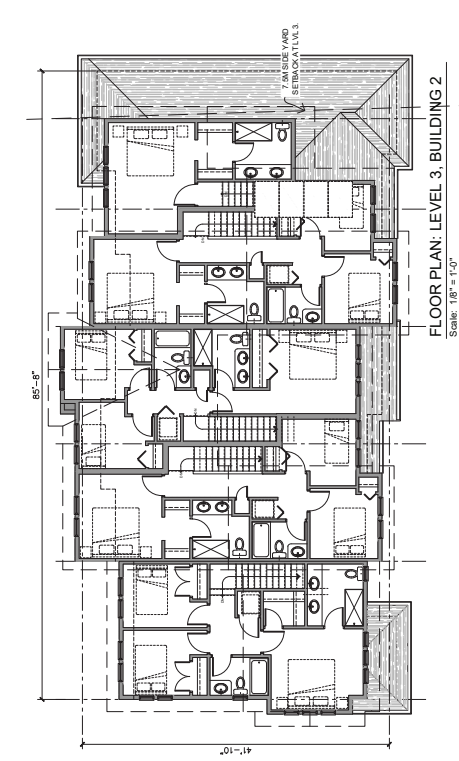








REVISIONS	
Sep. 04, 2022 R22-06 Re-Submission	
Aug. 21, 2022 R22-04 Re-Submission	
Apr. 26, 2023 R23-04 Re-Submission	
Apr. 04, 2023 R23-04 Re-Submission	
Jun. 24, 2022 Reopening Re-Submission	
Aug. 13, 2021 Reopening Permit Application	
CONSULTANTS	
<p>INTERFACED:</p> <p>Site 203 11500 Cambria Road Richmond, VA 23235 CITY OF RICHMOND, VA T 804.821.1142 F 804.821.1146 www.interfacedarchitecture.com</p> <p>PROJECT Proposed 30-Unit Townhouse Development SLOT ASSEMBLY 501 130611 501 16071 (0001) 20301 / 501 16071 (0001) 20301 / 501 16071 (0001) 20301 / RICHMOND, VA PROJECT NO. 21051VA SCALE As Noted DATE June 8, 2021 DRAWN BY KVC / BR / AL CHECKED BY KVC SHEET TITLE PLANS &amp; ELEVATIONS - BUILDING 2</p>	
DRAWING	A2.2



REVISIONS
Sep. 09, 2023 RZ4b Re-Submission
Aug. 21, 2023 RZ4 Re-Submission
Apr. 26, 2023 RZ3a Re-Submission
Apr. 04, 2023 RZ3 Re-Submission
Jun. 24, 2022 Rezoning Re-Submission
Aug. 13, 2021 Rezoning Permit Application
CONSULTANTS

[illegible]

BATHROOMS (MN UNIT)	<p>TOILET CLEAN FLOOR SPACE MIN. 1200 MM AT SEAT AND IN FRONT</p> <p>WALL BLOCCING FOR FUTURE GRAB BAR AT TOILET TUB AND SHOWER</p> <p>WALL ATZ SOLID UNDER WALL TANK/STUB, SHOWER, AND TOILET LOCATIONS</p> <p>LEVEL TYPE HANDLES FOR PLUMBING FIXTURES</p> <p>PRESSURE AND TEMPERATURE CONTROL VALVES ARE INSTALLED ON ALL SHOWER FAUCETS</p> <p>CABINETS UNDER SINK ARE EASILY REMOVED</p> <p>DEMONSTRATE BATH AND SHOWER CONTROLS ARE ACCESSIBLE (LAYOUT OR FIXTURE PLACEMENT)</p> <p>CLEAR AREA ZONE UNDER FUTURE WORKSPACE, PLUMBING AND GAS PIPES</p>
KITCHEN	

KITCHEN	CLEAR AREA NEEDED UNDER FUTURE WORKSPACE, PLUMBING AND GAS PIPES
---------	--

CONVERTIBLE UNIT FEATURES CHECKLIST	
DOORS & DOORWAYS	ENTRY DOOR MIN. 60 3/4" MIN. IDEALLY 78" MIN. WITH CLEAR ACCESS ENTRY DOOR EXTERIOR FLOOR SPACE MIN. 120" MIN. CLEAR ACCESS ENTRY DOOR INTERIOR FLOOR SPACE MIN. 120" MIN. CLEAR ACCESS DOOR MUST BE SELF-CLOSING & BE EQUIPPED WITH PUSH-OPEN PROVIDED FOR FUTURE (AUTOMATIC DOOR OPENER)
INTERIORS	INTERIORS MUST HAVE MIN. VENTILATION, 1 BATHROOM & BEDROOM MIN. 80" MIN. CLEAR OPENING WITH FLUSH THRESHHOLDS MAX. 13" MAX. OPENING & MIN. 10" MIN. CLEAR OPENING (IF NECESSARY TO PROVIDE CLEAR ACCESS AND WHEN HALLWAY AND DOORWAYS IF NECESSARY TO PROVIDE CLEAR ACCESS AT GROUND FLOOR)
PATIO/GROUND FLOOR	PATIO/GROUND FLOOR MIN. 60" MIN. CLEAR OPENING, ACCESSIBLE FROM REAR DOOR AT GROUND FLOOR
ALL INTERIOR THRESHOLDS WITHIN UNITS COMPLY WITH BISC.	ALL INTERIOR THRESHOLDS WITHIN UNITS COMPLY WITH BISC.
VERTICAL CIRCULATION	START LIFT STAIRCASE WITH FRAMING SUPPORT AND LANDINGS, AS NOTED ON DRAWINGS. STAIRCASES SHALL BE MANUFACTURED BY MANUFACTURER SPEC.
	SPEC NOTE: REAR RAIL START LIFT, ELITE CURVE CREATION (MAX. LOAD CAPACITY 250 LBS. PER RAIL) (SEE DRAWING FOR DETAILS) SPEC INSTALLATION FOR RAIL AND BUILDING 4.5.10
	VERTICAL LIFT (FUTURE) DEPRESSIONED SUB AREA, AND LANDINGS, AS NOTED ON FLOOR PLANS & COMPLIANCE WITH MANUFACTURER SPEC (ELEVATOR) SHALL BE PROVIDED. CONTRACTOR SHALL NOT IMPACT TO SURROUNDING STRUCTURE.
HALLWAYS	AT THE TOP OF ALL STAIRWAYS, WALLS ARE REINFORCED WITH 2X12 FLOOR LUMBER AT 90" MIN. TO CENTRE
GARAGE	MIN. 100' MIN. WIDTH MIN. 1' ACCESSIBLE PARKING SPACE WITH MIN. 48" GARAGE WIDTH MIN. 1' ACCESSIBLE PARKING TO LIVING AREA MIN. 80" MIN. CLEAR LIVING ACCESS FROM GARAGE TO LIVING AREA

ACCESSIBLE UNITS
<p>INCLUDE ALL AGING-IN-PLACE MEASURES.</p> <p>INCLUDE ALL CONVERTIBLE UNIT FEATURES (THE FUTURE STAIRUP/ELEVATOR TO BE INSTALLED NOW)</p> <p>INCLUDE</p> <p>ENSURE ACCESSIBILITY TO ALL ENTRIES/EXITS, HALLWAYS/DOORS, BALCONIES/DECKS ON ALL FLOORS, KITCHEN AND YARD</p> <p>AT LEAST 1 FULLY ACCESSIBLE BATHROOM AND 1 ACCESSIBLE BED ROOM</p> <p>PROVIDE AN INSTALLED VERTICAL LIFT (RESIDENTIAL ELEVATOR OR STAIRUP)</p> <p>PROVIDE ACCESSIBLE LAUNDRoom FOR VISITORS</p>

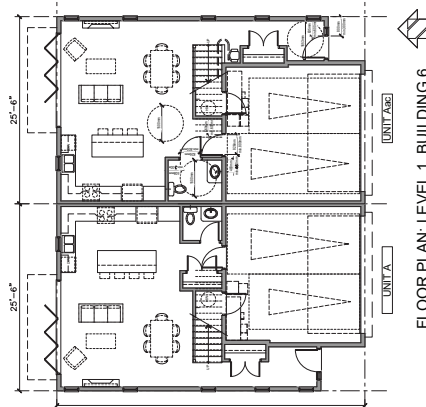
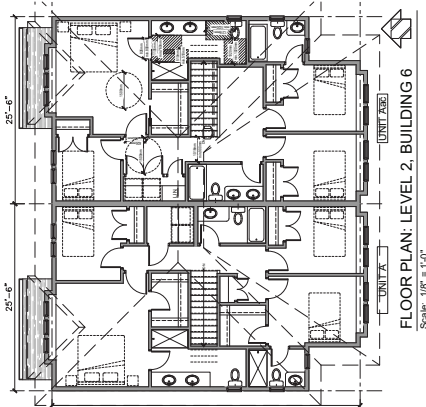
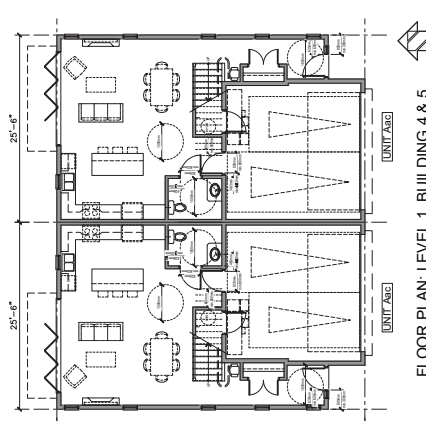
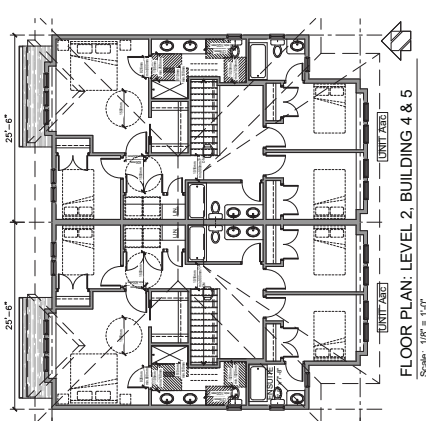
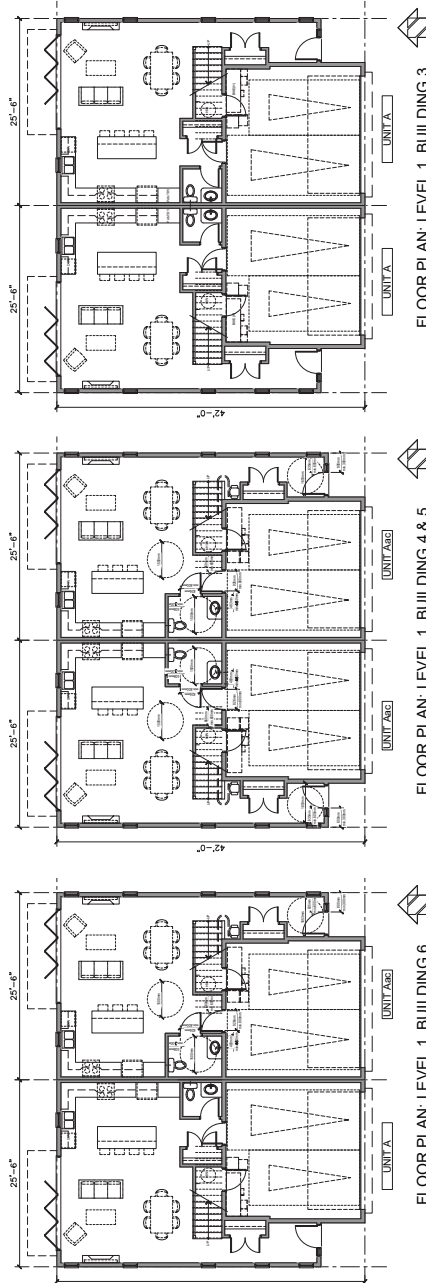
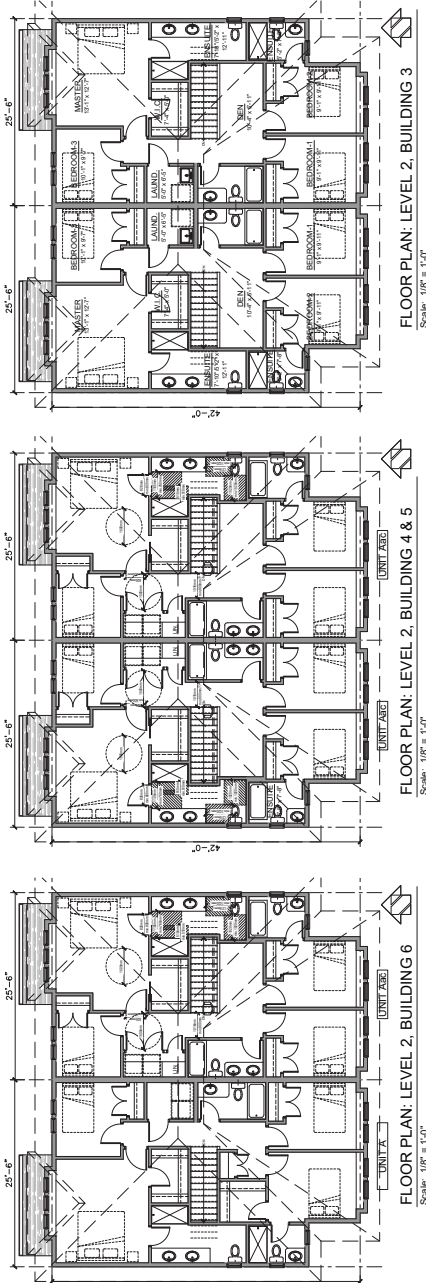
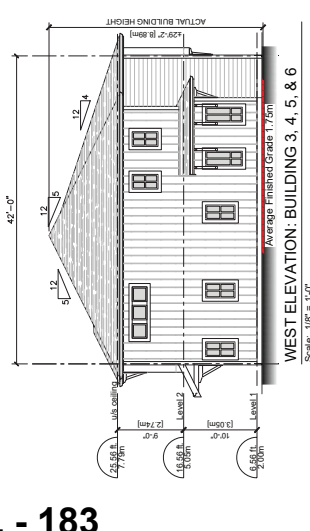
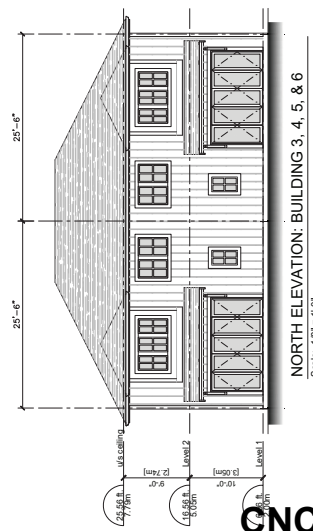
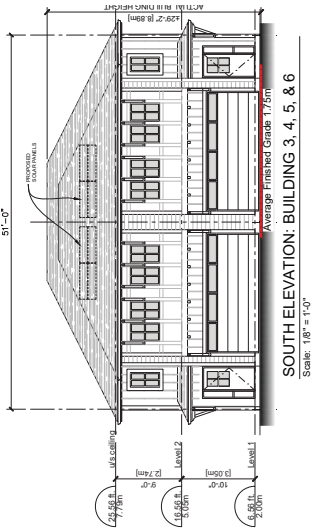
WINDOWS	
OUTLETS & SWITCHES	MIN. 1 WINDOW THAT CAN BE OPENED WITH A SINGLE HAND BATHROOM, KITCHEN, LIVING ROOM PLACEMENT LOCATION OF ELECTRICAL OUTLETS BESIDE WINDOW, BOTTOM CORNER OF CLOSET, INSIDE OF DOOR, TOP CORNER OF CLOSET, INSIDE OF DOOR, INSIDE ON FRONT FACE OF KITCHEN CABINET, WITHIN PROXIMITY OF CONTROL CENTRE FOR SMART HOME OPTIONS. UPGRADE TO FOUR-PLEX OUTLETS IN MASTER BEDROOM, HALL OFFICE, GARAGE, AND CREATION ROOM.
LEVATOR TYPE HANDLES FOR PLUMBING FIXTURES	1600 MM TURNING DIAMETER OR TURNING PATH DIAGRAM

**OUTLETS & SWITCHES**

PLACEMENT LOCATIONS OF ELECTRICAL OUTLETS: BESIDE WINDOW, BOTTOM OF STAIRWAYS, BESIDE TOILET ABOVE EXTERNAL DOORS, OUTSIDE AND INSIDE OF FRONT PAGE OF KITCHEN COUNTER, WITHIN PROXIMITY OF CONTROL CENTRE FOR SMART HOME OPTIONS.

UPGRADE TO FOUR (2) EX-OUTLETS IN MASTER BEDROOM, HOME OFFICE, GARAGE, AND RECREATION ROOM.

INSTALLATION (N-UNIT) Acc (Building 4.5.6) ***	
VERTICAL LIFT (FUTURE) DERESSED SLAB, AND LANDINGS, AS NOTED	
CONCRETE WALLS AND PARTIAL CONCRETE SLAB, WITH STEEL FRAMING TO ACCOMMODATE SMART CONSTRUCTION WITHOUT IMPACT TO SURROUNDING STRUCTURE.	
AT THE TOP OF ALL STAIRWAYS, WALLS ARE REINFORCED WITH 2X12" SOLID LUMBER AT 9" MAX TO CENTRE.	
MIN. 900 MM WIDTH	
HALLWAYS	
MIN. 1 ACCESSIBLE PARKING SPACE WITH MIN. 4M GARAGE WIDTH	
ACCESS FROM GARAGE TO LIVING AREA MIN. 900 MM CLEAR BENDING	
GARAGE	

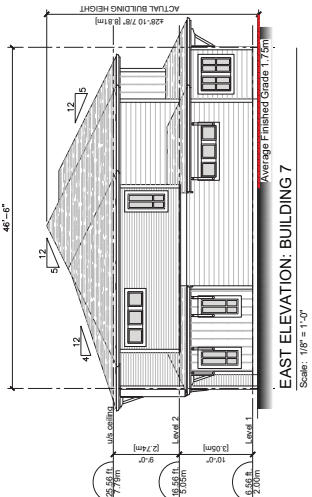
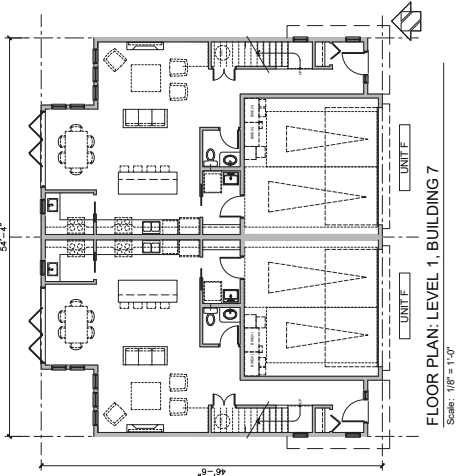
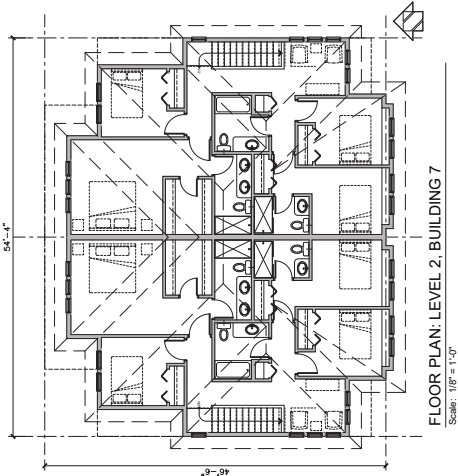


PROJECT NO. 21085TVR	SCALE As Noted	DATE June 6, 2021	SHEET TITLE  PLANS & ELEVATIONS - BUILDING 3, 4, 5, & 6
PROJECT NO. 21085TVR	SCALE As Noted	DATE June 6, 2021	
DRAWN BY KVC / SRC / AL CHECKED BY KVC	DRAWN BY KVC / SRC / AL CHECKED BY KVC	PROJECT NO. 21085TVR SCALE As Noted DATE June 6, 2021 DRAWN BY KVC / SRC / AL CHECKED BY KVC	SHEET TITLE  PLANS & ELEVATIONS - BUILDING 3, 4, 5, & 6
DRAWING			A2.3

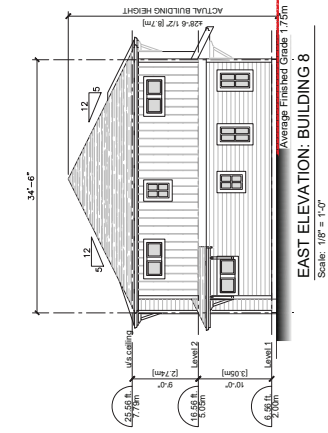
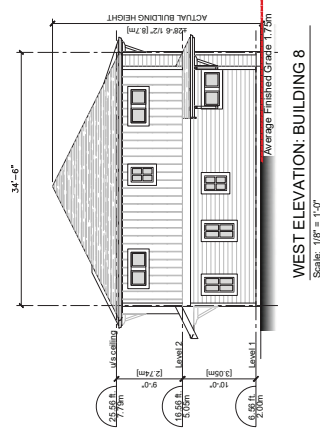
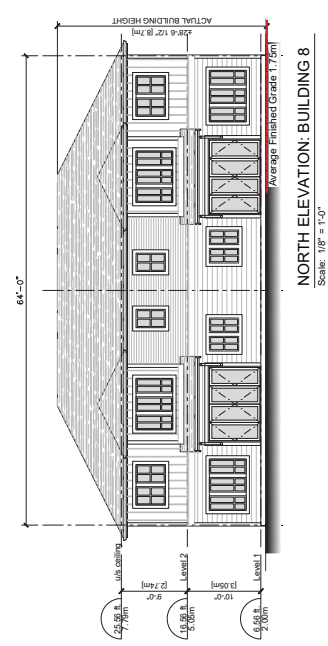
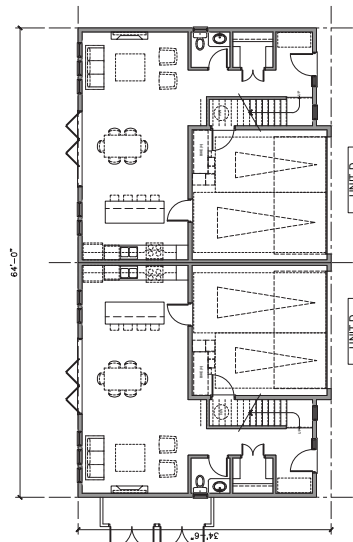
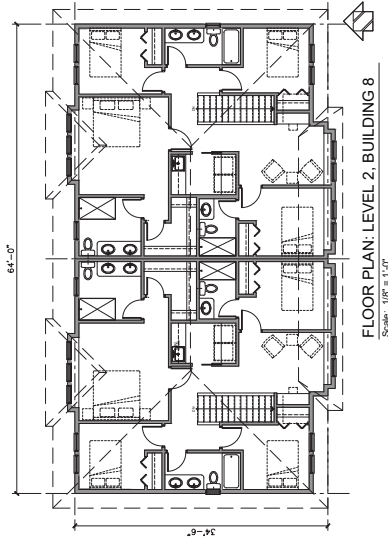
**INTERFACE:**  
Suite 230  
11590 Cambie Road  
Richmond BC  
Canada V6X 3Z5  
**T 604 821 1162**  
**F 604 821 1146**  
[www.interfacearchitecture.com](http://www.interfacearchitecture.com)

## A2.3

REVISIONS	
Sep. 04, 2023 R226 Re-Submission	
Aug. 31, 2023 R227 Re-Submission	
Apr. 26, 2023 R228 Re-Submission	
Apr. 04, 2023 R229 Re-Submission	
Jun. 24, 2022 Reopening Re-Submission	
Aug. 13, 2021 Reopening Permit Application	
CONSULTANTS	
<p>ALL DRAWINGS AND OTHER INFORMATION CONTAINED HEREIN ARE THE PROPERTY OF INTERFACED ARCHITECTURE, P.C. AND ARE NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN PERMISSION OF INTERFACED ARCHITECTURE, P.C. CONTRACTOR AND PARTY ARE RESPONSIBLE FOR ALL INFORMATION AND DATA ON THIS DRAWING. INFORMATION AND DATA ON THIS DRAWING IS THE PROPERTY OF INTERFACED ARCHITECTURE, P.C. AND IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN PERMISSION OF INTERFACED ARCHITECTURE, P.C.</p>	
<p><b>INTERFACED</b>          Suite 200          11890 Cambria Road          Richmond, NY 12174          C 604.821.1143          F 604.821.1143          www.interfacedarchitecture.com</p>	
<p><b>PROJECT</b>          Proposed 3D-Unit          Townhouse Development          8107 ASSEMBLY          8107 ASSEMBLY          9551 1071 0001 8200 /          9551 1071 0001 8200 /          9551 1071 0001 8200 /          RICHMOND, NY          RICHMOND, NY</p>	
PROJECT NO.	210821VS
SCALE	As Noted
DATE	June 8, 2021
DRAWN BY	KYC/SRS/AL
CHECKED BY	KYC
SHEET TITLE	PLANS & ELEVATIONS - BUILDING 7
DRAWING	A2.4



REVISIONS	
Sep. 06, 2023 R22a Re-Submission	
Aug. 21, 2023 R21 Re-Submission	
Apr. 26, 2023 R23a Re-Submission	
Apr. 04, 2023 R23 Re-Submission	
Jun. 24, 2022 Reopening Re-Submission	
Aug. 13, 2021 Reopening Permit Application	
CONSULTANTS	
<p>INTERFACEDesign</p> <p>11500 Cambie Road Richmond, BC V6V 1K2 Canada T 604.821.1143 F 604.821.1146 www.interfacedesign.com</p> <p>PROJECT Proposed 30-Unit Townhouse Development SLOT ASSEMBLY 5551 157th Street, Unit 101 5551 157th Street, Unit 102 5551 157th Street, Unit 103 5551 157th Street, Unit 104 5551 157th Street, Unit 105 5551 157th Street, Unit 106 5551 157th Street, Unit 107 5551 157th Street, Unit 108 5551 157th Street, Unit 109 5551 157th Street, Unit 110 5551 157th Street, Unit 111 5551 157th Street, Unit 112 5551 157th Street, Unit 113 5551 157th Street, Unit 114 5551 157th Street, Unit 115 5551 157th Street, Unit 116 5551 157th Street, Unit 117 5551 157th Street, Unit 118 5551 157th Street, Unit 119 5551 157th Street, Unit 120 5551 157th Street, Unit 121 5551 157th Street, Unit 122 5551 157th Street, Unit 123 5551 157th Street, Unit 124 5551 157th Street, Unit 125 5551 157th Street, Unit 126 5551 157th Street, Unit 127 5551 157th Street, Unit 128 5551 157th Street, Unit 129 5551 157th Street, Unit 130 5551 157th Street, Unit 131 5551 157th Street, Unit 132 5551 157th Street, Unit 133 5551 157th Street, Unit 134 5551 157th Street, Unit 135 5551 157th Street, Unit 136 5551 157th Street, Unit 137 5551 157th Street, Unit 138 5551 157th Street, Unit 139 5551 157th Street, Unit 140 5551 157th Street, Unit 141 5551 157th Street, Unit 142 5551 157th Street, Unit 143 5551 157th Street, Unit 144 5551 157th Street, Unit 145 5551 157th Street, Unit 146 5551 157th Street, Unit 147 5551 157th Street, Unit 148 5551 157th Street, Unit 149 5551 157th Street, Unit 150 5551 157th Street, Unit 151 5551 157th Street, Unit 152 5551 157th Street, Unit 153 5551 157th Street, Unit 154 5551 157th Street, Unit 155 5551 157th Street, Unit 156 5551 157th Street, Unit 157 5551 157th Street, Unit 158 5551 157th Street, Unit 159 5551 157th Street, Unit 160 5551 157th Street, Unit 161 5551 157th Street, Unit 162 5551 157th Street, Unit 163 5551 157th Street, Unit 164 5551 157th Street, Unit 165 5551 157th Street, Unit 166 5551 157th Street, Unit 167 5551 157th Street, Unit 168 5551 157th Street, Unit 169 5551 157th Street, Unit 170 5551 157th Street, Unit 171 5551 157th Street, Unit 172 5551 157th Street, Unit 173 5551 157th Street, Unit 174 5551 157th Street, Unit 175 5551 157th Street, Unit 176 5551 157th Street, Unit 177 5551 157th Street, Unit 178 5551 157th Street, Unit 179 5551 157th Street, Unit 180 5551 157th Street, Unit 181 5551 157th Street, Unit 182 5551 157th Street, Unit 183 5551 157th Street, Unit 184 5551 157th Street, Unit 185 5551 157th Street, Unit 186 5551 157th Street, Unit 187 5551 157th Street, Unit 188 5551 157th Street, Unit 189 5551 157th Street, Unit 190 5551 157th Street, Unit 191 5551 157th Street, Unit 192 5551 157th Street, Unit 193 5551 157th Street, Unit 194 5551 157th Street, Unit 195 5551 157th Street, Unit 196 5551 157th Street, Unit 197 5551 157th Street, Unit 198 5551 157th Street, Unit 199 5551 157th Street, Unit 200</p>	













PROJECT Proposed 30Unit Townhouse Development	8101 AUSTIN HWY SUITE 100 DALLAS, TX 75243 5051 15071 15091 15096 / 15097 15098 15099 15100 STEVENSON HWY. RICHMOND, ILC	PROJECT NO. 2105170	SCALE As Noted	DATE June 9, 2021	DRAWN BY KVC/SRS / AL	CHECKED BY KVC	SHEET TITLE SITE SECTIONS - S3 S4 & S5	DRAWING	A5.2
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**RZ 21-939470**

**Attachment 3**

Address: 5471, 5491/5493, 5531, 5551, 5571, 5591, 5595, 5611/5613 Steveston Highway

Applicant: Interface Architecture Inc.

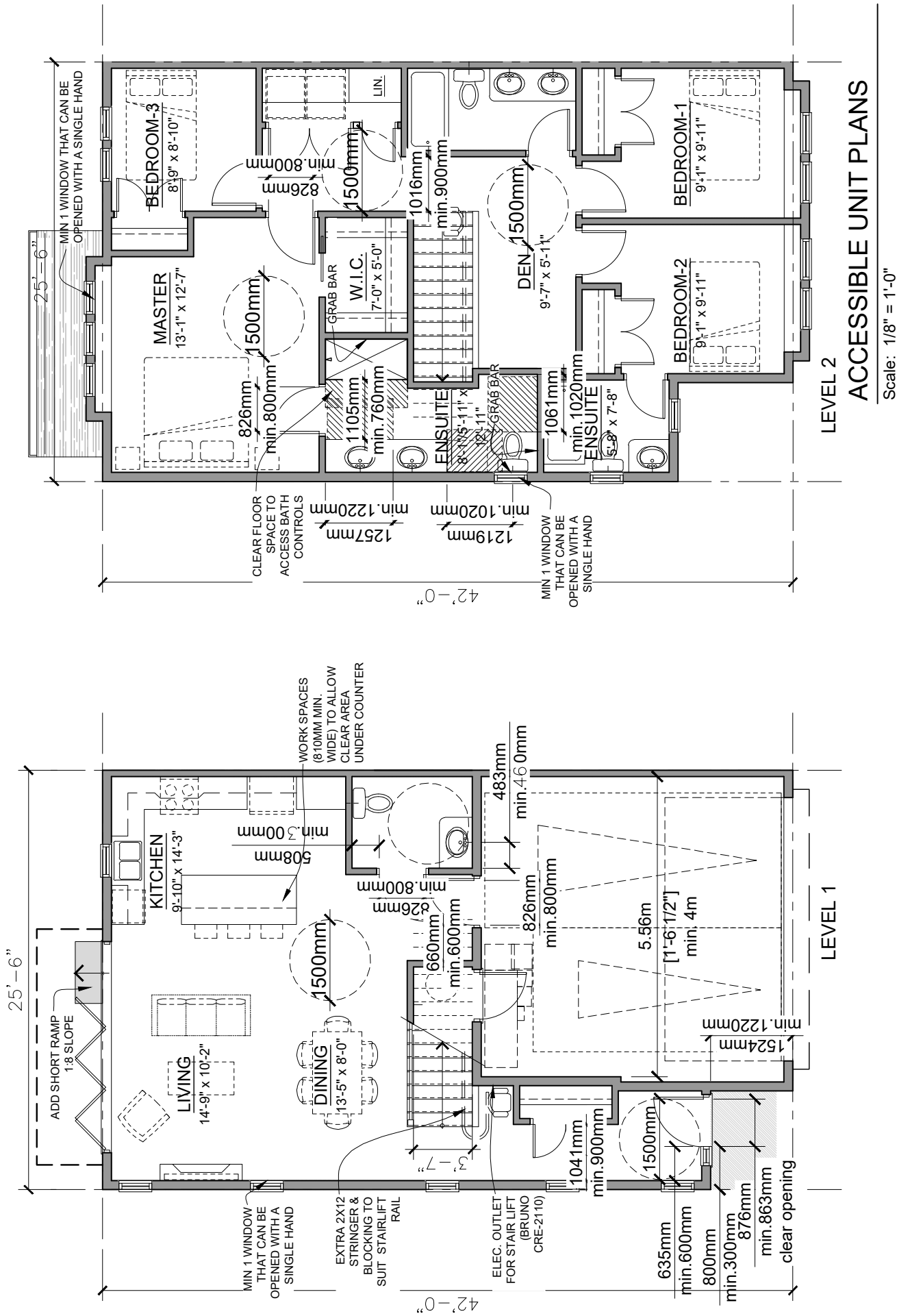
Planning Area(s): Steveston (Schedule 2.4)

	Existing	Proposed
<b>Owner:</b>	Steveston Townhouse Ventures Inc.	No Change
<b>Site Size (m<sup>2</sup>):</b>	6,222 m <sup>2</sup>	6,214 m <sup>2</sup>
<b>Land Uses:</b>	Single-Family/Duplex	Multiple-Family Residential
<b>OCP Designation:</b>	Low-Density Residential	No Change
<b>Area Plan Designation:</b>	Multiple-Family	No Change
<b>702 Policy Designation:</b>	N/A	No Change
<b>Zoning:</b>	Single Detached (RS1/B), Single Detached (RS1/E), Two-Unit Dwellings (RD1)	Medium Density Townhouses (RTM2)
<b>Number of Units:</b>	9	30
<b>Other Designations:</b>	N/A	No Change


On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.65	0.65 Max.	none permitted
Lot Coverage – Building:	Max. 40%	40% Max.	none
Lot Coverage – Non-porous Surfaces:	Max. 65%	65% Max.	none
Lot Coverage – Landscaping:	Min. 25%	25% Min.	none
Setback – Front Yard – Steveston Hwy. (m):	Min. 6.0 m	4.5 m Min.	Variance Requested
Setback – Exterior (West) Side Yard (m):	Min. 6.0 m	4.5 m Min.	Variance Requested
Setback – Interior (East) Side Yard (m):	Min. 3.0 m	3.0 m Min.	none
Setback – Rear Yard (north) (m):	Min. 3.0 m	6.0 m Min.	none
Height (m):	Max. 12.0 m (3 storeys)	12.0 m (3 storeys) Max.	none
Lot Width:	Min. 50.0 m	151 m	none
Lot Depth:	Min. 35.0 m	45.8 m	none
Off-street Parking Spaces – Regular (R) / Visitor (V):	2 (R) and 0.2 (V) per unit	2 (R) and 0.2 (V)	none

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Off-street Parking Spaces – Total:	60 (R) and 6 (V)	60 (R) and 6 (V)	none
Tandem Parking Spaces:	Max. 50% of proposed residential spaces in enclosed garages (60 x Max. 50% = 30)	14	none
Small Car Parking Spaces	Max. 50% when 31 or more spaces are provided on-site (66 x Max. 50% = 33)	23	none
Handicap Parking Spaces:	Min. 2% when 11 or more spaces are required (66 x 2% = 2 spaces)	2	none
Bicycle Parking Spaces – Class 1 / Class 2:	1.25 (Class 1) and 0.2 (Class 2) per unit	1.3 (Class 1) and 0.2 (Class 2) per unit	none
Off-street Parking Spaces – Total:	38 (Class 1) and 6 (Class 2)	39 (Class 1) and 6 (Class 2)	none
Amenity Space – Indoor:	Min. 70 m <sup>2</sup> or Cash-in-lieu	95 m <sup>2</sup>	none
Amenity Space – Outdoor:	Min. 6 m <sup>2</sup> x 30 units = 180 m <sup>2</sup>	186 m <sup>2</sup>	none

Other: \_\_\_\_\_



## CNCL - 195


 <p>Suite 230 11590 Cambie Road Richmond BC Canada V6X 3Z5</p> <p><b>T 604 821 1162</b> <b>F 604 821 1146</b> <a href="http://www.interfacearchitecture.com">www.interfacearchitecture.com</a></p>	<p>All designs and other information shown hereon are for use on the specified project only and shall not be used otherwise without written permission of this office.</p> <p>Contractors shall verify and be responsible for all dimensions and conditions of the job and this office shall be informed of any variations from the dimensions and conditions shown on the drawing.</p>	PROJECT NO.	DATE	PROJECT	REVISIONS
		2106STVR	AUG 16, 2023	30-Unit Townhouse Development 5471 - 5611(8 LOT) STEVESTON HWY. RICHMOND, BC	
		SCALE	DRAWN	SHEET TITLE	DRAWING
		AS NOTED	SRS, KC	ACCESSIBLE UNIT PLANS	SK1

CONVERTIBLE UNIT GUIDELINES		
	REQUIREMENTS	INCLUDED IN PROPOSED ACCESSIBLE UNIT
DOORS & DOORWAYS	Entry doors min. 863 mm but ideally 914mm and have clear access	876 mm of clear opening for entry door is proposed.
	Entry door clear exterior floor space min 1220 mm depth by door width plus 600 mm latch side (not needed if rough in wiring provided for future automatic door opener)	Entry door clear exterior floor space min. 1524 mm depth by door width plus 600 mm on latch side proposed.
	Interior doors to main living areas, 1 bathroom and 1 bedroom, min. 800 mm clear opening with flush thresholds max 13 mm height. demonstrate wheelchair access between hallway and rooms and widen hallway and/or doorways if necessary to secure access.	826 mm clear opening to master bedroom, ensuite, and living area is proposed. Also a portable short ramp in 1:10 slope will be installed at the thresholds over 13mm height gap.
	Patio/balcony min. 860 mm clear opening, accessed from rear door at ground floor.	Min. 6' wide patio door is proposed
	All interior thresholds within units comply with bcdb.	Complies
	Lever-type handles for all doors.	All doors have lever-type handles
	STAIR LIFT: staircase width, framing support, and landings, as noted on floor plans in compliance with manufacturer spec. manufacturer spec, OR VERTICAL LIFT: depressed slab area, and landings, as noted on floor plans in compliance with manufacturer spec. framing to accommodate shaft construction without impact to surrounding structure.	Installation of Bruno rail stair lift in unit Aac (5 units in building 4, 5 & 6) SPEC NOTE: * Model: Elite curve cre-2110 * max. load: 400lbs, * power: 24vdc comprised (2) 7ah 12v batteries
	At the top of all stairways, walls are reinforced with 2"x12" solid lumber at 914 mm to centre.	2"x12" solid lumber will be installed at all handrail connection points.
	HALLWAYS	Min. 900 mm width
	GARAGE	Min. 1 accessible parking space with min. 4m garage width Access from garage to living area min. 800 mm clear opening

BATHROOMS (MIN 1/UNIT)	Toilet clear floor space min. 1020 mm at side and in front	Clear space of 1219 mm at side and 1061 mm in front is proposed.
	Wall blocking for future grab bars at toilet, tub, and shower. reinforced with 2"x12' solid lumber in all bathtub, shower, and toilet locations.	Installation of grab bars at bathtub, toilet and shower. Location noted on floor plans.
	Lever-type handles for plumbing fixtures.	Installation of lever-type handles for all plumbing fixtures
	Pressure and temperature control valves are installed on all shower faucets.	Installation of shower faucets with pressure and temperature control valves at accessible bathrooms.
	Cabinets underneath sink are easily removed.	Clear area under the sinks.
	Demonstrate bath and shower controls are accessible (layout or fixture placement).	See the floor plans
	Clear area needed under future workspace. plumbing and gas pipes (in-wall and in floor) located clear of under counter area of future workspace (stove, sink & min. 810 mm wide counter). all pipes are brought in no higher than 304 mm to the centre of the pipe from floor level	Clear area under the work space (stove, sink & min. 810 mm wide counter).
	Cabinets underneath sink are easily removed.	Complies
	1500 mm turning diameter or turning path diagram	See the floor plans
	Lever-type handles for plumbing fixtures.	Installation of lever-type handles for accessible kitchen plumbing fixtures.
WINDOWS	Min. 1 window that can be opened with a single hand (bathroom, kitchen, living room)	Single hand operable window at living room, accessible bathroom and bedroom.
OUTLETS & SWITCHES	Placement locations of electrical outlets: beside window, bottom of stairways, beside toilet, above external doors (outside and inside), on front face of kitchen counter, within proximity of control centre for smart home options.	Complies
	Upgrade to four-plex outlets in master bedroom, home office, garage, and recreation room.	Complies

<div>INTERFACE:</div> <div>Suite 230 11590 Cambie Road Richmond BC Canada V6X 3Z5</div> <div>T 604 821 1162 F 604 821 1146 www.interfacearchitecture.com</div>	<div>All designs and other information shown hereon are for use on the specified project only and shall not be used otherwise without written permission of this office.</div> <div>Contractors shall verify and be responsible for all dimensions and conditions of the job and this office shall not be responsible for any errors in the dimensions and conditions shown on the drawing.</div>	PROJECT NO. 2106STVR	DATE AUG 16, 2023	PROJECT 30-Unit Townhouse Development 5471 - 5611 (8 LOT) STEVESTON HWY. RICHMOND, BC	REVISIONS
		SCALE AS NOTED	DRAWN SRS, KC	SHEET TITLE ACCESSIBLE UNIT FEATURES-1	DRAWING
		SK2a			



BASIC UNIVERSAL HOUSING FEATURES			BASIC UNIVERSAL HOUSING FEATURES		
	REQUIREMENTS	INCLUDED IN PROPOSED ACCESSIBLE UNIT		REQUIREMENTS	INCLUDED IN PROPOSED ACCESSIBLE UNIT
BUILDING ACCESS	Each dwelling unit & each type of amenity space shall be accessible to a person with a disability from a road and from an on-site parking area	All accessible unit and shared outdoor amenity areas are accessible to a person with a disability from a road and from an on-site parking area.	MANOEUVRE SPACE AT DOORWAYS	Entry doors and common areas to have 600mm clear space on pull side and 300mm on push side of door latch	635mm on pull side and 800 mm on push side proposed. See the floor plans.
	Access to the elevator shall be provided from both the road and the entry to the on-site parking area	N/A		DOORS IN A SERIES IN COMMON AREAS: there must be separation of at least 1220 mm plus the width of the door, as illustrated in Figure 4 in Zoning Bylaw 4.16.11(c)	N/A
	Automatic door opener to main entry	N/A		Minimum 1220mm width and 1500mm by 1500mm clear space adjacent to elevator	N/A
DOORS & DOORWAYS	Min. clear opening to dwelling entry doors & common areas to be 850mm (swing doors)	Same as Convertible unit guidelines.	FLOOR SURFACES	No abrupt changes in level (13mm max. flush threshold except at balconies, patio and deck door sills.	Complies
	Min. clear opening to at least one bedroom, one bath and living areas to be 800mm (swing doors)	Same as Convertible unit guidelines.		Floor surfaces to be slip resistant	Complies
	Doors to be operable by devices that do not require tight grasping or twisting of wrist	Same as Convertible unit guidelines.		Carpets to be firmly fixed, have a firm underlay and pile under 13.0 mm height	Complies
	Max. 13mm threshold height throughout building	Complies	Max. 750mm sill height to one in bedroom and one in living room for seated viewing	Complies	
	The above-noted requirements for doors do not apply to mechanical rooms, service areas, closets, etc. where through access is not required and access to a person with disability is not anticipated.	N/A	WINDOWS	Opening mechanism with one hand not requiring tight grasping, pinching or twisting	Installation of lever-type handles.
	Clear openings to be measured as illustrated in Figure 1 in the zoning bylaw 4.16.10	Complies		Switches and panels to be 900 to 1200mm from floor. intercom buttons to maximum of 1375mm from floor	Complies
	Outlets and jacks to be 455 to 1200mm from floor			Complies	
			OUTLETS AND SWITCHES	Thermostat to be 900 to 1200mm from floor	Complies
				The operable part of controls shall be located within reach of a clear floor area that has a width of not less than 750 mm	Complies
				Switches to be rocker or paddle type	Complies

CNCL - 197

<div>INTERFACE</div> <div>Suite 230 11590 Cambie Road Richmond BC Canada V6X 3Z5 <b>T 604 821 1162</b> <b>F 604 821 1146</b> www.interfacearchitecture.com</div>	<div>All designs and other information shown hereon are for use on the specified project only and shall not be used otherwise without written permission of this office.</div> <div>Contractors shall verify and be responsible for all dimensions and conditions of the job and this office shall be informed of any variations from the dimensions and conditions shown on the drawing.</div>	PROJECT NO. 2106STVR	DATE AUG 16, 2023	PROJECT 30-Unit Townhouse Development 5471 - 5611 (8 LOT) STEVESTON HWY. RICHMOND, BC	REVISIONS
		SCALE AS NOTED	DRAWN SRS, KC	SHEET TITLE ACCESSIBLE UNIT FEATURES-2	DRAWING
		SK2b			

BASIC UNIVERSAL HOUSING FEATURES		
	REQUIREMENTS	INCLUDED IN PROPOSED ACCESSIBLE UNIT
BATHROOMS	At least one bathroom to have: (a) centre line of toilet position 420 to 480mm to side wall, 510mm from any obstruction on non-grab bar side and 800mm on front	Same as Convertible unit guidelines.
	(b) Min. clear floor area at the sink of 760 mm by 1220 mm positioned	Clear floor area at the sink of 1105 mm by 1257 mm proposed.
	(c) minimum clear area of 510.0 mm in depth along the full length of the bathtub	Clear floor area of 1105 mm in depth along the shower is proposed.
	(d) solid blocking in walls (and floor where applicable) behind and beside toilet for future grab bar installation	Same as Convertible unit guidelines.
	(e) easy to grasp handles on faucets, e.g., lever-type faucets.	Same as Convertible unit guidelines.
KITCHEN	Bathrooms that serve a common amenity space, at least one shall be wheelchair accessible as described in the Building Code and the top of the rim of the toilet in the bathroom shall be 480.0 mm above the floor	A wheelchair accessible powder room is proposed on the main level to provide visitability.
	Easy access to counter space and cupboards; eg: continuous counter between stove and sink; adjustable shelving; pull-out work boards at 810mm height; pull-out shelves	Complies
	Lever-type faucets handles	Same as Convertible unit guidelines.
	Easy reach and grasp handles on cupboards	Complies
	Task light at sink, stove and key work areas	Complies
	Locate plumbing pipes under counter space for potential 810mm wide workspace (knee space) for easy future conversion of counters at sink and built-in stove top	Complies

BASIC UNIVERSAL HOUSING FEATURES		
	REQUIREMENTS	INCLUDED IN PROPOSED ACCESSIBLE UNIT
BEDROOM & CLOSET	At least one bedroom in dwelling unit to have turning diameter of 1500mm on one side of double bed	Master bedroom complies. See floor plans for the diagram.
	At least one bedroom closet in dwelling unit to have clear door opening of 900mm and floor space of 750mm by 1200mm where clothes hanger rod can be lowered to 1200mm	2100 mm [7'-0"] x 1500 mm [5'-0"] at master bedroom closet is proposed. A portion of the closet will have hanger rods at 1200mm height.
PATIOS & BALCONIES	Min. 800mm access doors	Same as Convertible unit guidelines.
	Min. 1500mm by 1500mm balcony or patio dimensions (does not apply to "juliet" or "french" style)	4267mm [14'-0"] x 2438mm [8'-0"] paved patio is proposed
AGING-IN-PLACE MEASURES		
	REQUIREMENTS	INCLUDED IN PROPOSED ACCESSIBLE UNIT
ALL ROOMS	Large toggle-type electrical switches	Complies
	Lever type door handles	Complies
	Minimize threshold heights (less than 1/2") where possible	Complies
	Minimize contrast in colours of floor finishes where possible	Complies
STAIRS & LANDINGS	Wall blocking for future additional handrail installation	Installation of additional handrails
	Intermediate stair landings whenever possible	N/A
BATHROOMS	Less steep rise/run dimensions where possible	190mm rise and 254mm run
	Wall blocking for future grab bar installation (at bathtub, toilet)	Installation of grab bars at bathtub and toilet
KITCHEN	Lever handle taps and faucets	Installation of lever-type handles for all plumbing fixtures and door handles.
	2'-8" sliding doors where possible	
HALLWAYS	Lever handle taps and faucets	
	Min. 900 mm width	Min. 1016 mm proposed

<b>INTERFACE:</b> Suite 230 11590 Cambie Road Richmond BC Canada V6X 3Z5 <b>T 604 821 1162</b> <b>F 604 821 1146</b> <a href="http://www.interfacearchitecture.com">www.interfacearchitecture.com</a>	All designs and other information shown hereon are for use on the specified project only and shall not be used otherwise without written permission of this office.  Contractors shall verify and be responsible for all dimensions and conditions of the job and this office shall not be responsible for any variations in dimensions and conditions shown on the drawing.	PROJECT NO. 2106STVR	DATE AUG 16, 2023	PROJECT 30-Unit Townhouse Development 5471 - 5611 (8 LOT) STEVESTON HWY. RICHMOND, BC	REVISIONS
		SCALE AS NOTED	DRAWN SRS, KC		
		SHEET TITLE ACCESSIBLE UNIT FEATURES-3			DRAWING  <b>SK2c</b>

September 1, 2023

To: Planning and Development Division, City of Richmond

File: RZ 21-939470; Rezoning Application 5471-5613 Steveston Highway

Schedule of Attachments:

1. Schedule A – Listing agent contacts Seller to join assembly #1
2. Schedule B – Listing agent contacts Seller to join assembly #2
3. Schedule C – Listing agent contacts Seller to join assembly #3
4. Schedule D – Seller's rejection of opportunity to join assembly
5. Schedule E – Listing agent contacts Seller to join assembly #3
6. Schedule F – Seller's final rejection of opportunity to join assembly

Per the request of the Planning and Development Division of the City of Richmond dated August 31, 2023, Sean Lawson, the Realtor for the applicant, of RZ 21-939470 hereby submits the following letter to staff to satisfy the proof of attempted purchase of the neighbouring property located at 10880 Lassam Road.

The assembly of the nine properties from 5471 to 5613 Steveston Highway was put together by Carmen McCracken of RE/MAX Westcoast, who has been working with the sellers on and off since 2016. Carmen contacted Sean Lawson on December 16<sup>th</sup>, 2020, to inform me of the opportunity.

Over the next couple months, Carmen and I worked on offers for five of the nine properties included in the assembly and successfully negotiated accepted offers. On February 17<sup>th</sup>, 2021, Carmen dropped a signed letter through the mail slot of 10880 Lassam Road advising the owner, Anca Brincus, that five of the neighbouring properties have accepted offer to sell to a developer and asking whether the owner would be interested in joining the assembly – attached as Schedule A. Carmen followed up by ringing the doorbell at the property on February 14<sup>th</sup> and 15<sup>th</sup> but received no response from the homeowner.

The assembly work moved ahead with the remaining four homes and by mid-March all nine of the properties had successfully negotiated accepted offers. I then asked Carmen once again to contact the Anca to see if there was any interest. She dropped another letter off at the property on March 19<sup>th</sup>, 2021 – attached as Schedule B.

On March 20<sup>th</sup>, 2021, Carmen called Anca to follow up on her letter and they were able to connect over the phone. Anca informed Carmen she responded to the February letter with a handwritten note, saying she is not interested in joining the assembly, which she mailed to RE/MAX Westcoast. Carmen followed up with her managing broker regarding this letter – statement attached as Schedule C.



StevestonRealEstate

Carmen called Anca on March 22<sup>nd</sup>, 2021 and asked her to put in writing proof that she is not interested in being part the assembly. This is because Carmen was unable to locate the handwritten note Anca sent to RE/MAX Westcoast. Anca replied on the same day via email saying she is not interested in joining the assembly and looks forward to enjoying her home for 15-20 more years – attached as Schedule D. The Rezoning application for the assembly of 5471-5613 Steveston Highway was submitted without the inclusion of 10880 Lassam Road on October 14, 2021.

Upon receiving the preliminary staff comments from the City on May 13, 2022, the applicant worked through the staff recommendations for several months. In an attempt to satisfy City feedback, I asked Carmen in the fall of 2022 to once again ask the owner of 10880 Lassam Road whether they would be interested in joining the active assembly. Carmen emailed the Seller on November 21, 2022 advising the Applicant was prepared to make an offer on her property. On December 5, 2022, Anca one again responded that she was not interested in selling or joining the assembly – attached as Schedules E and F. It has been made very clear in both written and oral correspondence that Anca does not want to sell her property, join this assembly, or be contacted on behalf of the applicant anymore.

Please consider the above declaration for proof of attempted purchase of the neighbouring property located at 10880 Lassam Road, with respect to RZ 21-939470, the Rezoning Application for the assembly of 5471-5613 Steveston Highway as requested by Planning and Development Division of the City of Richmond.

Please contact me should you have any questions. Sincerely,

Sean Lawson  
Realtor for the Applicant  
604.240.4837  
sean@stevestonrealestate.com





# SCHEDULE "A"

Sean Lawson <sean@stevestonrealestate.com>

## Contact History with 10880 Lassam Road

2 messages

**Carmen McCracken** <carmen@callcarmen.ca>  
To: Sean Lawson <sean@stevestonrealestate.com>

Wed, Feb 17, 2021 at 10:46 AM

Good Morning Sean:

I put the attached letter through the mail slot at [10880 Lassam Road](#) on the afternoon of February 12th. There was no response when I rang the doorbell.

I went over to the home again on February 14th with a handwritten note in which I said that I had spoken with Anca several years ago at which time she was not a property seller and in my note I asked if her position on selling was the same as several years ago.

There was no response to ringing the doorbell on February 12th, 14th and again on the 15th.

There was a black Jetta in the driveway on Sunday and Monday and I noticed it was gone on the afternoon of February 16th. It is unlikely that she would not have read the letter and hand written note.

Regards,  
Carmen

### Call Carmen

Carmen McCracken  
**REALTOR®**  
RE/MAX Westcoast  
**110-6086 Russ Baker Way**  
**Richmond BC V7B 1B4**

**604-809-9626**  
**www.CallCarmen.ca**



**Letter to 10880 Lassam Road Feb 12 2021.pdf**  
407K

**Sean Lawson** <sean@stevestonrealestate.com>  
To: Carmen McCracken <carmen@callcarmen.ca>  
Bcc: Barry.cav@pentabuilders.ca

Thu, Feb 18, 2021 at 8:22 AM

Thank you for your efforts and documentation of same.

Let's give her a few days and maybe try one more time. Maybe look for that car in driveway? Does not help much if they don't answer the door.

Update your documentation of further efforts and that's all we can do. As discussed these end homes are likely worth the same or more as single family or townhouse so no harm if left as is.

**Sean Lawson**  
**Personal Real Estate Corporation**



DIRECT: [604.240.4837](tel:604.240.4837)  
OFFICE: [604.274.7326](tel:604.274.7326)  
12011 3rd Avenue,  
Richmond, BC, V7E3K1





**Carmen  
McCracken**

February 12, 2021

Anca Brincus  
10880 Lassam Road  
Richmond BC V7E 2C3

Dear Anca:

I am a REALTOR® with RE/MAX Westcoast and I am representing five sellers on Steveston Highway east of Lassam. The properties along Steveston Highway have received offers from a local developer who plans to build townhomes on the site. I am writing to ask if you would consider joining the assembly as a seller.

I am available to answer any questions and suggest either a telephone discussion, a Zoom meeting or a discussion outside at a social distance.

My contact information is listed below and please do not hesitate to reach out to me.

Best Regards,

Carmen McCracken  
RE/MAX Westcoast

WHEN INTEGRITY MATTERS

**CallCarmen.ca**  
**604.809.9626**



**RE/MAX**  
WESTCOAST

110-6086 Russ Baker Way, Richmond, BC V7B 1B4

This communication is not intended to cause or induce breach of an existing

# SCHEDULE 'B'

March 19, 2021

Anca Brincus  
10880 Lassam Road  
Richmond BC V7E 2C3

Dear Anca:

I am following up to my letter of February 12, 2021 with respect to the assembly between 5471 – 5611 Steveston Highway. All nine owners are now under contract in accepted offers.

I am writing to ask you if you can confirm that you are not interested in joining the assembly. If you are not intending on being a seller in this assembly could you please confirm that?

The agent for the Buyer is Sean Lawson who can be reached at 604-240-4837 and is available to answer any of your questions.

Best Regards,

Carmen McCracken  
RE/MAX Westcoast



# SCHEDULE "C"

Sean Lawson <sean@stevestonrealestate.com>

## 10880 Lassam Road

2 messages

**Carmen McCracken** <carmen@callcarmen.ca>

Sat, Mar 20, 2021 at 10:28 AM

To: Richard Laurendeau <RichardL@remax.net>, Sean Lawson <sean@stevestonrealestate.com>

Good Morning Richard:

Sean now has the entire 9 lot assembly under contract. The Seller at [10880 Lassam Road](#) was contacted by me three times in February via telephone call, hand written card and a letter.

I dropped another letter yesterday which I followed up with a telephone call. The owner took my call and said that she had responded to my hand written note in February & mailed it to the brokerage saying she is not interested in joining the assembly. I have been to the office several times in recent weeks and I did not receive her response. Is it possible to check to see if the owner's note could have gone to the wrong mailbox.

I am endeavoring to get her to sign the letter I left yesterday but not sure she will!

Thx,  
Carmen

### Call Carmen

Carmen McCracken  
REALTOR®  
RE/MAX Westcoast  
110-6086 Russ Baker Way  
Richmond BC V7B 1B4

604-809-9626  
[www.CallCarmen.ca](http://www.CallCarmen.ca)



City of Richmond Map Steveston Highway Townhome Site.pdf

307K

**Carmen McCracken** <carmen@callcarmen.ca>

Sat, Mar 20, 2021 at 3:47 PM

To: Richard Laurendeau <remax-westcoast@telus.net>, Sean Lawson <sean@stevestonrealestate.com>

Thank you Richard. Samantha called me and she found it in mail slot next to mine. I will bring it to your office on Monday Sean.

Carmen

On Sat, Mar 20, 2021 at 12:39 PM Richard Laurendeau <[remax-westcoast@telus.net](mailto:remax-westcoast@telus.net)> wrote:

I called office - our weekend reception will look around.

I would have expected a fellow Realtor to put it in the right place if found, but we have many examples of mail boxes that go unattended for a long time.

Richard Laurendeau  
604-279-8044  
[RichardL@remax.net](mailto:RichardL@remax.net)  
RE/MAX Westcoast

**CNCL - 204**



# SCHEDULE "D"

Sean Lawson <[sean@stevestonrealestate.com](mailto:sean@stevestonrealestate.com)>

## Fwd: Land Assembly on Steveston Hwy

25 messages

**Carmen McCracken** <[carmen@callcarmen.ca](mailto:carmen@callcarmen.ca)>

Mon, Mar 22, 2021 at 11:19 AM

To: Sean Lawson <[sean@stevestonrealestate.com](mailto:sean@stevestonrealestate.com)>

Sean:

I had called Anca on Saturday before I realized the note she had sent to the office was found. She is clearly intending on enjoying her home for years to come!

All is good!  
Carmen

### Call Carmen

Carmen  
604.809.9626

----- Forwarded message -----

From: **Brincus Anca**

Date: Mon, Mar 22, 2021 at 9:38 AM

Subject: Land Assembly on Steveston Hwy

To: [carmen@callcarmen.ca](mailto:carmen@callcarmen.ca) <[carmen@callcarmen.ca](mailto:carmen@callcarmen.ca)>

Carmen,

As per your telephone request, I am writing today to once again advise in writing that I am not interested in joining the other owners in the land assembly development on Steveston Hwy. I will be contacting my real estate agent when I am ready to sell, but this has a 15-20 years horizon.

Regards,

Anca Brincus

**Sean Lawson** <[sean@stevestonrealestate.com](mailto:sean@stevestonrealestate.com)>

Mon, Mar 22, 2021 at 5:24 PM

To: Carmen McCracken <[carmen@callcarmen.ca](mailto:carmen@callcarmen.ca)>

Could you send me a copy of this letter?  
Thx much!!

### Sean Lawson

**Personal Real Estate Corporation**



DIRECT: 604.240.4837

OFFICE: 604.274.7326

12011 3rd Avenue,  
Richmond, BC, V7E3K1

On Mar 22, 2021, at 11:19 AM, Carmen McCracken <[carmen@callcarmen.ca](mailto:carmen@callcarmen.ca)> wrote:

Sean:

I had called Anca on Saturday before I realized the note she had sent to the office was found. She is clearly intending on enjoying her home for years to come!

**ONCL - 205**

# Land Assembly on Steveston Hwy

External

Inbox

**Brincus Anca <>**

Mon, Mar 22,  
2021, 9:38  
AM

to me

Carmen,

As per your telephone request, I am writing today to once again advise in writing that I am not interested in joining the other owners in the land assembly development on Steveston Hwy. I will be contacting my real estate agent when I am ready to sell, but this has a 15-20 years horizon.

Regards,

Anca Brincus



# SCHEDULE "E"

On Monday, November 21, 2022 at 09:30:00 AM PST, Carmen McCracken <[carmen@callcarmen.ca](mailto:carmen@callcarmen.ca)> wrote:

Dear Anca:

I am contacting you again at the request of the developer for the townhome site between 5471 & 5613 Steveston Highway. The Buyer is prepared to make an offer on your property as part of the assembly.

Can you confirm, as you had previously advised, that you are not interested in selling at this time.

Regards,

**Call Carmen**

Carmen McCracken

Personal Real Estate Corporation

**REALTOR®**

RE/MAX Westcoast

110-6086 Russ Baker Way

Richmond BC V7B 1B4

604-809-9626

[www.CallCarmen.ca](http://www.CallCarmen.ca)

**When Integrity Matters**



# SCHEDULE "F"

Sean Lawson <sean@stevestonrealestate.com>

## It's a Wrap

5 messages

**Carmen McCracken** <carmen@callcarmen.ca>

Mon, Dec 5, 2022 at 3:53 PM

To: Sean Lawson <sean@stevestonrealestate.com>, Kayla Nimchuk <reception@stevestonrealestate.com>

Sean & Kayla:

The owner of the small bungalow on Lassam has responded very definitively that she is not a Seller now or any time in the near future.

It's all good!

Cheers,  
Carmen

### Call Carmen

Carmen McCracken  
Personal Real Estate Corporation  
**REALTOR®**  
RE/MAX Westcoast  
110-6086 Russ Baker Way  
Richmond BC V7B 1B4

604-809-9626

[www.CallCarmen.ca](http://www.CallCarmen.ca)

When Integrity Matters



**Email Response Anca Brincus - Lassam Road.pdf**

148K

**Sean Lawson** <sean@stevestonrealestate.com>

Mon, Dec 5, 2022 at 4:16 PM

To: Ken Chow <ken@interfacearchitecture.com>, Barry Cavanaugh <Barry.cav@pentabuilders.ca>

**Sean Lawson**  
**Personal Real Estate Corporation**



DIRECT: 604.240.4837

OFFICE: 604.274.7326

12011 3rd Avenue,  
Richmond, BC, V7E3K1

Begin forwarded message:

**From:** Carmen McCracken <carmen@callcarmen.ca>

**Date:** December 5, 2022 at 3:53:58 PM PST

**To:** Sean Lawson <sean@stevestonrealestate.com>, Kayla Nimchuk <reception@stevestonrealestate.com>

**CNCL - 208**

## Re: Townnhome Assembly Steveston Highway

External

Inbox

a

**Brincus Anca**

2:00 PM (1  
hour ago)

to me

Hi Carmen,

I'm writing today to confirm that yes, I'm still NOT interested in selling at this time. Sorry for the late reply.

I hope you have a wonderful Christmas and New Year's!

Regards,

Anca

On Monday, November 21, 2022 at 09:30:00 AM PST, Carmen McCracken <[carmen@callcarmen.ca](mailto:carmen@callcarmen.ca)> wrote:

Dear Anca:

I am contacting you again at the request of the developer for the townhome site between 5471 & 5613 Steveston Highway. The Buyer is prepared to make an offer on your property as part of the assembly.

Can you confirm, as you had previously advised, that you are not interested in selling at this time.

Regards,

**Call Carmen**

Carmen McCracken

Personal Real Estate Corporation

**REALTOR®**

RE/MAX Westcoast

110-6086 Russ Baker Way

Richmond BC V7B 1B4

604-809-9626

[www.CallCarmen.ca](http://www.CallCarmen.ca)

**When Integrity Matters**



**Address:** 5471, 5491/5493, 5531, 5551, 5571, 5591, 5595, 5611/5613 Steveston Highway

**File No.:** RZ 21-939470

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10496, the developer is required to complete the following:**

1. **(Subdivision)** Consolidation of all the lots into one development parcel (which will require the demolition of at least four of the existing dwellings) and provide a 4 m x 4 m corner cut at the subject site's southwest corner.
2. **(Flood Protection)** Registration of a flood indemnity covenant on Title.
3. **(Tandem Parking)** Registration of a legal agreement on title prohibiting the conversion of the tandem parking area into habitable space.
4. **(Solar Photovoltaic Panels)** Registration of a legal agreement on Title, identifying that the proposed development must be designed and constructed with at least four 450W solar photovoltaic (PV) panels per unit to provide an alternative energy source.
5. **(Accessible Units)** Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until five accessible units are constructed on site, in accordance to the accessible unit features included in Schedule A, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.
6. **(Secondary Suites)** Registration of a legal agreement on Title to ensure that
  - a) No final Building Permit inspection is granted until seven secondary suites are constructed on site, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.
  - b) The secondary suites cannot be stratified or otherwise held under separate Title.
7. **(Shared Driveway)** Registration of a statutory right-of-way (SRW), and/or other legal agreements or measures; as determined to the satisfaction of the Director of Development, over the entire area of the proposed entry driveway from Steveston Highway and the internal east-west manoeuvring aisle, in favour of existing residential development to the east and future adjacent residential development at 10880 Lassam Road, including the installation of way-finding and other appropriate signage on the subject property, and requiring a covenant that the owner provide written notification of this through the disclosure statement to all initial purchasers, provide an acknowledgement of the same in all purchase and sale agreements, and erect signage in the initial sales centre advising purchasers of the potential for these impacts.
  - a) Language should be included in the SRW document that the City will not be responsible for maintenance or liability within the SRW and that utility SRW under the drive aisle is not required.
8. **(Shared Garbage/Recycling/Organic Waste Collection Facility)** Registration of a cross-access easement agreement over the garbage/recycling/organic waste collection facility (design as per Development Permit for 5471, 5491/5493, 5531, 5551, 5571, 5591, 5595, 5611/5613 Steveston Highway), in favour of the future multiple-family residential development (i.e., two or more stratified units) at 10880 Lassam Road, allowing access to/from the garbage/recycling/organic waste collection facility at the development site.
  - a) Language should be included in the SRW document that identification of the shared garbage/recycling/organic waste collection facility arrangements in the disclosure statement to unit purchasers is required.
9. **(Road Traffic Noise)** Registration of a legal agreement on title identifying that the proposed development must be designed and constructed in a manner that mitigates potential traffic noise from Steveston Highway to the proposed dwelling units. Dwelling units must be designed and constructed to achieve:
  - a) CMHC guidelines for interior noise levels as indicated in the chart below:

Portions of Dwelling Units	Noise Levels (decibels)
Bedrooms	35 decibels
Living, dining, recreation rooms	40 decibels
Kitchen, bathrooms, hallways, and utility rooms	45 decibels

- b) the ASHRAE 55-2004 “Thermal Environmental Conditions for Human Occupancy” standard for interior living spaces.
10. **(Housing Tenure and Age Restrictions)** Registration of a restrictive covenant prohibiting (a) the imposition of any strata bylaw that would prohibit any residential dwelling unit from being rented; and (b) the imposition of any strata bylaw that would place age-based restrictions on occupants of any residential dwelling unit.
11. **(Tree Relocation)** Submission of a Contract entered into between the applicant and a company specializing in tree relocation to undertake the transplant of a multi-branched Coral Barked Maple tree (tag# 265) and a multi-branched Japanese Maple tree (tag# 992) onsite with proper removal, storage, and replanting techniques. The Contract should include the scope of work to be undertaken and a provision for the Arborist to submit a post-construction assessment report to the City for review.
12. **(Arborist’s Supervision)** Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site and off-site works conducted within the tree protection zone on site of the trees to be retained onsite and off-site. 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.
13. **(Tree Protection Fencing)** Installation of appropriate tree protection fencing onsite around all trees to be retained onsite and off-site as part of the development prior to any construction activities, including building demolition, occurring on-site.
14. **(Tree Survival Security)** Submission of a Tree Survival Security to the City in the amount of \$25,000 for the 22 cm cal Blue Spruce tree (tag# 267) and a 44cm cal Noble Fir (tag# 295) to be retained onsite, and the multi-branched Coral Barked Maple tree (tag# 265) and the multi-branched Japanese Maple tree (tag# 992) to be transplanted on site. The City will release 50% of the security after construction and landscaping on the proposed development are completed, inspections are approved, and an acceptable post-construction impact assessment report is received. The remaining 50% of the security would be released one (1) year later subject to inspection. A legal agreement is required to accompany the Tree Survival Security to set the terms for its use and release.
15. **(Tree Compensation)** City acceptance of the developer’s offer to voluntarily contribute \$18,750 to the City’s Tree Compensation Fund for the planting of 25 replacement trees within the City. If additional replacement trees (over and beyond the 60 replacement trees as proposed at the rezoning stage) could be accommodated on-site (as determined at Development Permit stage), the above cash-in-lieu contribution may be reduced in the rate of \$750 per additional replacement trees to be planted on-site.
16. **(Affordable Housing)** City acceptance of the developer’s offer to voluntarily contribute \$12.00 per buildable square foot (e.g. \$521,718.13) to the City’s affordable housing fund.
17. **(Market Rental)** City acceptance of the developer’s offer to voluntarily contribute \$2.65 per buildable square foot (e.g. \$115,212.75) to the City’s affordable housing fund.
18. **(Public Art – Cash Contribution)** City acceptance of the developer’s offer to make a voluntary cash contribution towards the City’s Public Art Fund, the terms of which shall include the following:
- a) The value of the developer's voluntary public art contribution shall be based on the Council-approved rates for residential and non-residential uses and the maximum buildable floor area permitted under the subject site’s proposed zoning, excluding floor area associated with affordable housing and market rental, as indicated in the table below.

Building Type	Rate (2023)	Maximum Permitted Floor Area (after exemptions)	Minimum Voluntary Cash Contribution
Residential	\$0.99 per buildable square foot	43,476.5 ft <sup>2</sup>	\$43,041.75

- b) In the event that the contribution is not provided within one year of the application receiving third reading of Council (i.e. Public Hearing), the contribution rate (as indicated in the table in item a) above) shall be increased annually thereafter based on the Statistics Canada Consumer Price Index (All Items) – Vancouver yearly quarter-to-quarter change, where the change is positive.



19. **(Public Hearing Notices)** Payment of all fees in full for the cost associated with the Public Hearing Notices, consistent with the City's Consolidated Fees Bylaw No 8636, as amended.
20. **(Development Permit)** The submission and processing of a Development Permit\* completed to a level deemed acceptable by the Director of Development.
21. **(Servicing Agreement)** Enter into a Servicing Agreement\* for the design and construction of frontage improvements along the site frontages. A Letter of Credit or cash security for the value of the Service Agreement works, as determined by the City, will be required as part of entering into the Servicing Agreement. Works include, but may not be limited to:
  - 1) Water Works:
    - a) Using the OCP Model, there is 1154 L/s of water available at a 20 psi residual at the Steveston Hwy frontage. Based on your proposed development, your site requires a minimum fire flow of 220 L/s.
    - b) Prior to the rezoning staff report being written, the Developer is required to coordinate with Richmond Fire Rescue to confirm whether fire hydrants are required along the proposed development's lane frontage. If required by RFR, the necessary water main and hydrant installations shall be reviewed by Engineering and added to the servicing agreement scope.
    - c) At Developer's cost, the Developer is required to:
      - Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.
      - Review hydrant spacing on all road frontages and install new fire hydrants as required to meet City spacing requirements for the proposed land use.
      - Provide a right-of-way for the water meter. Minimum right-of-way dimensions to be the size of the meter box (from the City of Richmond supplementary specifications) + any appurtenances (for example, the bypass on W2o-SD) + 0.5 m on all sides. Exact right-of-way dimensions to be finalized during the building permit process (or via the servicing agreement process, if one is required).
    - d) At Developer's cost, the City will:
      - Install one new water service connection off of the existing 400mm AC watermain on Steveston Hwy. Meter to be placed on site.
      - Cut and cap at main, all existing water service connections to the development site and remove meters.
      - Install an additional fire hydrant along Steveston Highway to meet City spacing requirements for multifamily land use.
  - 2) Storm Sewer Works:
    - a) At Developer's cost, the Developer is required to:
      - Provide an erosion and sediment control plan for all on-site and off-site works, to be reviewed as part of the servicing agreement design.
      - Install a new storm service connection off of the existing 750mm storm sewer along Steveston Hwy complete with inspection chamber.
      - Cut, cap and remove the existing service connection and inspection chambers STIC51034, STIC51035, STIC51036, STIC51037, STIC51038, STIC51039, STIC51040, STIC51041, STIC51042, STIC51043, and STIC51066 to the development site.
  - 3) Sanitary Sewer Works:
    - a) At Developer's cost, the Developer is required to:
      - Not start onsite excavation or foundation construction until completion of rear-yard sanitary works by City crews.
    - b) At Developer's cost, the City will:
      - Install a new sanitary service connection off of the existing manhole SMH3891 at the common property line of 5611 Steveston Highway.

- Cut and cap all existing sanitary service leads to the development site and remove inspection chambers SIC9496, SIC2003, and SIC7298. The existing inspection chambers SIC2001 and SIC9495 shall be retained to serve the neighboring properties.

4) Street Lighting:

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

- Review street lighting levels along all road and lane frontages, and upgrade as required.
- Relocate streetlights as required by the proposed sidewalk alignment.

5) Frontage Improvements (Engineering)

a) The Developer is required to:

- Coordinate with BC Hydro, Telus and other private communication service providers
  - To underground Hydro service lines.
  - To relocate overhead lines and poles as required by the proposed sidewalk and boulevard. This may require a rights-of-ways onsite in favor of BC Hydro, Telus, and/or other private communication service providers.
  - When relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
  - 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 onsite, as described below.
- Locate all above ground utility cabinets and kiosks required to service the proposed development within the developments site (see list below for examples). A functional plan showing conceptual locations for such infrastructure shall be included in the Rezoning staff report and the development process design review. Please coordinate with the respective private utility companies and the project's lighting and traffic signal consultants to confirm the right of ways dimensions and the locations for the aboveground structures. If a private utility company does not require an aboveground structure, that company shall confirm this via a letter to be submitted to the City. The following are examples of SRWs that shall be shown in the functional plan and registered prior to SA design approval:
  - BC Hydro PMT – 4mW X 5m (deep)
  - BC Hydro LPT – 3.5mW X 3.5m (deep)
  - Street light kiosk – 1.5mW X 1.5m (deep)
  - Traffic signal kiosk – 1mW X 1m (deep)
  - Traffic signal UPS – 2mW X 1.5m (deep)
  - Shaw cable kiosk – 1mW X 1m (deep) – show possible location in functional plan
  - Telus FDH cabinet - 1.1mW X 1m (deep) – show possible location in functional plan

6) Frontage Improvements (Steveston Highway)

- a) Frontage improvements (cross-section): Across the subject site's entire Steveston Highway frontage, construct a new 2.0 m wide concrete sidewalk at the property line and a landscaped boulevard with street trees over the remaining width between the new sidewalk and the north curb of Steveston Highway. The cross-section of the frontage improvements (north to south) is to include:
- South property line of the subject site.
  - 2.0 m wide concrete sidewalk (per Arterial Road Sidewalk Policy).
  - 1.83 m wide landscaped boulevard with street trees.
  - 0.15 m wide curb.

(Note: The dimensions given above are to be confirmed through legal surveys and SA detailed design).

- b) Frontage improvements (transition sections): The subject site's new sidewalk/boulevard are to have a transition section to connect to each of the frontage treatments at the immediate east neighbouring development and along the subject site's Lassam Road frontage.
  - c) Driveway closures/backfill: All existing driveways along the subject site's Steveston Highway and Lassam Road frontages are to be closed permanently. Site vehicular access is to be provided via a single driveway at the site's Steveston Highway frontage. The Developer is responsible for the removal of the existing driveway let-downs and the replacement with barrier curb/gutter, boulevard with street trees and concrete sidewalk per standards described above.
- 7) Frontage Improvements (Northeast Corner of Steveston Highway/Lassam Road Intersection)
- a) Intersection design standards: Per Engineering Design Specifications, the northeast corner of the Steveston Highway/Lassam Road intersection is to be reconstructed to show a 5.5 m corner radius.
  - b) Accessibility: Two separate wheelchair ramps are to be included in the corner reconstruction. The design is to be consistent with Engineering Design Specifications (R-12-SD)/(R-13-SD) adjusted for a 5.5 m corner radius.
  - c) Traffic signal infrastructure: There is an existing special crosswalk at the Steveston Highway/Lassam Road intersection (west side). At the northeast corner of this intersection, there is an existing hydro pole that supplies power to this special crosswalk. Through the SA detailed design process, the Developer is to identify if this hydro pole will need to be relocated to accommodate the intersection corner radius reconstruction. The City Traffic Signals Group is to be contacted to confirm the findings of the Developer. The costs of such related works, if required and are not expected to be significant, are the full responsibility of the Developer.
- 8) Frontage Improvements (Lassam Road)
- a) Frontage improvements:
    - The existing sidewalk is located between a wide boulevard at the curb and a strip with scrubs at the property line. The sidewalk can be kept at its current alignment.
    - The boulevard at the curb is to be landscaped with new street trees per Parks/Tree Bylaw requirements.
    - The strip of scrubs at the property line is to be replanted with landscaping that would not obstruct pedestrian passage in the adjoining sidewalk.
  - b) Driveway closure/backfill: The existing driveway at the subject site's Lassam Road frontage is to be closed permanently. The Developer is responsible for the removal of the existing driveway let-down and the replacement with barrier curb/gutter, boulevard with street trees and concrete sidewalk per standards described above.
- 9) Transit Amenities
- c) There is an existing westbound bus stop at Steveston Highway/Kingfisher Drive. As part of the frontage improvements, the Developer is required to carry out the following SA works:
    - Construct a 3.0 m x 12.0 m concrete pad to upgrade this bus stop to accessible standards.
    - Install pre-ducting for future bus shelter electrical connections.
    - The bus stop upgrade is to be coordinated with TransLink and Pattison Outdoor (bus shelter supplier). (Note: Contact City Traffic Operations for further details).

**Prior to a Development Permit\* being forwarded to the Development Permit Panel for consideration, the developer is required to:**

1. Complete an acoustical and a thermal report, and recommendations prepared by an appropriate registered professional, which demonstrates that the interior noise levels and noise mitigation standards comply with the City's Official Community Plan and Noise Bylaw requirements. The standard required for air conditioning systems and their alternatives (e.g. ground source heat pumps, heat exchangers and acoustic ducting) is the ASHRAE 55-2004 "Thermal Environmental Conditions for Human Occupancy" standard and subsequent updates as they may occur. Maximum interior noise levels (decibels) within the dwelling units must achieve CMHC standards follows:

Portions of Dwelling Units	Noise Levels (decibels)
Bedrooms	35 decibels
Living, dining, recreation rooms	40 decibels
Kitchen, bathrooms, hallways, and utility rooms	45 decibels

**Prior to Development Permit\* issuance, the following must be completed:**

1. Submission of a Landscaping Security based on 100% of the cost estimate provided by the landscape architect.

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

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. Incorporation of accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
3. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

**Note:**

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

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

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

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- 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 \_\_\_\_\_






CONVERTIBLE UNIT GUIDELINES	
REQUIREMENTS	INCLUDED IN PROPOSED ACCESSIBLE UNIT
Entry doors min. 863 mm but ideally 914mm and have clear access	876 mm of clear opening for entry door is proposed.
Entry door clear exterior floor space min 1220 mm depth by door width plus 600 mm latch side (not needed if rough in wiring provided for future automatic door opener)	Entry door clear exterior floor space min. 1524 mm depth by door width plus 600 mm on latch side proposed.
Interior doors to main living areas, 1 bathroom and 1 bedroom, min. 800 mm clear opening with flush thresholds max 13 mm height. demonstrate wheelchair access between hallway and rooms and widen hallway and/or doorways if necessary to secure access.	826 mm clear opening to master bedroom, ensuite, and living area is proposed. Also a portable short ramp in 1:10 slope will be installed at the thresholds over 13mm height gap.
Patio/balcony min. 860 mm clear opening, accessed from rear door at ground floor.	Min. 6' wide patio door is proposed
All interior thresholds within units comply with bcdb.	Complies
Lever-type handles for all doors.	All doors have lever-type handles
STAIR LIFT: staircase width, framing support, and landings, as noted on floor plans in compliance with manufacturer spec. manufacturer spec, OR VERTICAL LIFT: depressed slab area, and landings, as noted on floor plans in compliance with manufacturer spec. framing to accommodate shaft construction without impact to surrounding structure.	Installation of Bruno rail stair lift in unit Aac (5 units in building 4,5 & 6) SPEC NOTE: * Model: Elite curve cre-2110 * max. load: 400lbs, * power: 24vdc comprised (2) 7ah 12v batteries
At the top of all stairways, walls are reinforced with 2"x12" solid lumber at 914 mm to centre.	2"x12" solid lumber will be installed at all handrail connection points.
HALLWAYS	Min. 900 mm width
GARAGE	Min. 1 accessible parking space with min. 4m garage width
	Access from garage to living area min. 800 mm clear opening

BATHROOMS (MIN 1/UNIT)	Toilet clear floor space min. 1020 mm at side and in front	Clear space of 1219 mm at side and 1061 mm in front is proposed.
	Wall blocking for future grab bars at toilet, tub, and shower. reinforced with 2"x12' solid lumber in all bathtub, shower, and toilet locations.	Installation of grab bars at bathtub, toilet and shower. Location noted on floor plans.
	Lever-type handles for plumbing fixtures.	Installation of lever-type handles for all plumbing fixtures
	Pressure and temperature control valves are installed on all shower faucets.	Installation of shower faucets with pressure and temperature control valves at accessible bathrooms.
	Cabinets underneath sink are easily removed.	Clear area under the sinks.
	Demonstrate bath and shower controls are accessible (layout or fixture placement).	See the floor plans
KITCHEN	Clear area needed under future workspace. plumbing and gas pipes (in-wall and in floor) located clear of under counter area of future workspace (stove, sink & min. 810 mm wide counter). all pipes are brought in no higher than 304 mm to the centre of the pipe from floor level	Clear area under the work space (stove, sink & min. 810 mm wide counter).
	Cabinets underneath sink are easily removed.	Complies
	1500 mm turning diameter or turning path diagram	See the floor plans
WINDOWS	Lever-type handles for plumbing fixtures.	Installation of lever-type handles for accessible kitchen plumbing fixtures.
	Min. 1 window that can be opened with a single hand (bathroom, kitchen, living room)	Single hand operable window at living room, accessible bathroom and bedroom.
OUTLETS & SWITCHES	Placement locations of electrical outlets: beside window, bottom of stairways, beside toilet, above external doors (outside and inside), on front face of kitchen counter, within proximity of control centre for smart home options.	Complies
	Upgrade to four-plex outlets in master bedroom, home office, garage, and recreation room.	Complies

<div><b>INTERFACE:</b></div> <div>Suite 230 11590 Cambie Road Richmond BC Canada V6X 3Z5</div> <div>T 604 821 1162 F 604 821 1146 www.interfacearchitecture.com</div>	<div>All designs and other information shown herein are for use on the specified project only and shall not be used otherwise without written permission of this office.</div> <div>Contractors shall verify and be responsible for all dimensions and conditions of the job and this office shall be informed of any variations from the dimensions and conditions shown on the</div>	PROJECT NO.	DATE	PROJECT 30-Unit Townhouse Development 5471 - 5611 (8 LOT) STEVESTON HWY. RICHMOND, BC	REVISIONS
		2106STVR	AUG 16, 2023		
		SCALE	DRAWN	SHEET TITLE	
AS NOTED	SRS, KC	ACCESSIBLE UNIT FEATURES-1			
SK2a					

SK2a

BASIC UNIVERSAL HOUSING FEATURES		
	REQUIREMENTS	INCLUDED IN PROPOSED ACCESSIBLE UNIT
BUILDING ACCESS	Each dwelling unit & each type of amenity space shall be accessible to a person with a disability from a road and from an on-site parking area	All accessible unit and shared outdoor amenity areas are accessible to a person with a disability from a road and from an on-site parking area.
	Access to the elevator shall be provided from both the road and the entry to the on-site parking area	N/A
	Automatic door opener to main entry	N/A
DOORS & DOORWAYS	Min. clear opening to dwelling entry doors & common areas to be 850mm (swing doors)	Same as Convertible unit guidelines.
	Min. clear opening to at least one bedroom, one bath and living areas to be 800mm (swing doors)	Same as Convertible unit guidelines.
	Doors to be operable by devices that do not require tight grasping or twisting of wrist	Same as Convertible unit guidelines.
	Max. 13mm threshold height throughout building	Complies
	The above-noted requirements for doors do not apply to mechanical rooms, service areas, closets, etc. where through access is not required and access to a person with disability is not anticipated.	N/A
Clear openings to be measured as illustrated in Figure 1 in the zoning bylaw 4.16.10		Complies
		

BASIC UNIVERSAL HOUSING FEATURES		
	REQUIREMENTS	INCLUDED IN PROPOSED ACCESSIBLE UNIT
MANOEUVRE SPACE AT DOORWAYS	Entry doors and common areas to have 600mm clear space on pull side and 300mm on push side of door latch	635mm on pull side and 800 mm on push side proposed. See the floor plans.
	DOORS IN A SERIES IN COMMON AREAS: there must be separation of at least 1220 mm plus the width of the door, as illustrated in Figure 4 in Zoning Bylaw 4.16.11(c)	N/A
CORRIDOR WIDTHS	Minimum 1220mm width and 1500mm by 1500mm clear space adjacent to elevator	N/A
FLOOR SURFACES	No abrupt changes in level (13mm max. flush threshold except at balconies, patio and deck door sills.	Complies
	Floor surfaces to be slip resistant	Complies
WINDOWS	Carpets to be firmly fixed, have a firm underlay and pile under 13.0 mm height	Complies
	Max. 750mm sill height to one in bedroom and one in living room for seated viewing	Complies
OUTLETS AND SWITCHES	Opening mechanism with one hand not requiring tight grasping, pinching or twisting	Installation of lever-type handles.
	Switches and panels to be 900 to 1200mm from floor. intercom buttons to maximum of 1375mm from floor	Complies
	Outlets and jacks to be 455 to 1200mm from floor	Complies
	Thermostat to be 900 to 1200mm from floor	Complies
	The operable part of controls shall be located within reach of a clear floor area that has a width of not less than 750 mm	Complies
	Switches to be rocker or paddle type	Complies

CNCL - 218

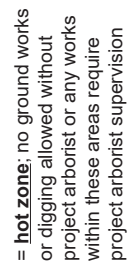
<b>INTERFACE:</b> Suite 230 11590 Cambie Road Richmond BC Canada V6X 3Z5 <b>T 604 821 1162</b> <b>F 604 821 1146</b> <a href="http://www.interfacearchitecture.com">www.interfacearchitecture.com</a>	All designs and other information shown hereon are for use on the specified project only and shall not be used otherwise without written permission of this office.  Contractors shall verify and be responsible for all dimensions and conditions of the job and this office shall not be responsible for any errors in the dimensions and conditions shown on the drawing.	PROJECT NO. 2106STVR	DATE AUG 16, 2023	PROJECT 30-Unit Townhouse Development 5471 - 5611 (8 LOT) STEVESTON HWY. RICHMOND, BC	REVISIONS
		SCALE AS NOTED	DRAWN SRS, KC	SHEET TITLE ACCESSIBLE UNIT FEATURES-2	DRAWING
					<b>SK2b</b>

BASIC UNIVERSAL HOUSING FEATURES		
	REQUIREMENTS	INCLUDED IN PROPOSED ACCESSIBLE UNIT
BATHROOMS	At least one bathroom to have: (a) centre line of toilet position 420 to 480mm to side wall, 510mm from any obstruction on non-grab bar side and 800mm on front	Same as Convertible unit guidelines.
	(b) Min. clear floor area at the sink of 760 mm by 1220 mm positioned	Clear floor area at the sink of 1105 mm by 1257 mm proposed.
	(c) minimum clear area of 510.0 mm in depth along the full length of the bathtub	Clear floor area of 1105 mm in depth along the shower is proposed.
	(d) solid blocking in walls (and floor where applicable) behind and beside toilet for future grab bar installation	Same as Convertible unit guidelines.
	(e) easy to grasp handles on faucets, e.g., lever-type faucets.	Same as Convertible unit guidelines.
KITCHEN	Bathrooms that serve a common amenity space, at least one shall be wheelchair accessible as described in the Building Code and the top of the rim of the toilet in the bathroom shall be 480.0 mm above the floor	A wheelchair accessible powder room is proposed on the main level to provide visitability.
	Easy access to counter space and cupboards; eg: continuous counter between stove and sink; adjustable shelving; pull-out work boards at 810mm height; pull-out shelves	Complies
	Lever-type faucets handles	Same as Convertible unit guidelines.
	Easy reach and grasp handles on cupboards	Complies
	Task light at sink, stove and key work areas	Complies
	Locate plumbing pipes under counter space for potential 810mm wide workspace (knee space) for easy future conversion of counters at sink and built-in stove top	Complies

BASIC UNIVERSAL HOUSING FEATURES		
	REQUIREMENTS	INCLUDED IN PROPOSED ACCESSIBLE UNIT
BEDROOM & CLOSET	At least one bedroom in dwelling unit to have turning diameter of 1500mm on one side of double bed	Master bedroom complies. See floor plans for the diagram.
	At least one bedroom closet in dwelling unit to have clear door opening of 900mm and floor space of 750mm by 1200mm where clothes hanger rod can be lowered to 1200mm	2100 mm [7'-0"] x 1500 mm [5'-0"] at master bedroom closet is proposed. A portion of the closet will have hanger rods at 1200mm height.
PATIOS & BALCONIES	Min. 800mm access doors	Same as Convertible unit guidelines.
	Min. 1500mm by 1500mm balcony or patio dimensions (does not apply to "juliet" or "french" style)	4267mm [14'-0"] x 2438mm [8'-0"] paved patio is proposed
AGING-IN-PLACE MEASURES		
	REQUIREMENTS	INCLUDED IN PROPOSED ACCESSIBLE UNIT
ALL ROOMS	Large toggle-type electrical switches	Complies
	Lever type door handles	Complies
	Minimize threshold heights (less than 1/2") where possible	Complies
	Minimize contrast in colours of floor finishes where possible	Complies
STAIRS & LANDINGS	Wall blocking for future additional handrail installation	Installation of additional handrails
	Intermediate stair landings whenever possible	N/A
BATHROOMS	Less steep rise/run dimensions where possible	190mm rise and 254mm run
	Wall blocking for future grab bar installation (at bathtub, toilet)	Installation of grab bars at bathtub and toilet
KITCHEN	Lever handle taps and faucets	Installation of lever-type handles for all plumbing fixtures and door handles.
	2'-8" sliding doors where possible	
HALLWAYS	Lever handle taps and faucets	
	Min. 900 mm width	Min. 1016 mm proposed

<b>INTERFACE:</b> Suite 230 11590 Cambie Road Richmond BC Canada V6X 3Z5 <b>T 604 821 1162</b> <b>F 604 821 1146</b> <a href="http://www.interfacearchitecture.com">www.interfacearchitecture.com</a>	All designs and other information shown hereon are for use on the specified project only and shall not be used otherwise without written permission of this office.  Contractors shall verify and be responsible for all dimensions and conditions of the job and this office shall not be responsible for any errors in the dimensions and conditions shown on the drawing.	PROJECT NO. 2106STVR	DATE AUG 16, 2023	PROJECT 30-Unit Townhouse Development 5471 - 5611 (8 LOT) STEVESTON HWY. RICHMOND, BC	REVISIONS
		SCALE AS NOTED	DRAWN SRS, KC		
		SHEET TITLE ACCESSIBLE UNIT FEATURES-3			DRAWING  <b>SK2c</b>

**Refer to Inventory Table & Recommendations section of report for further info on site trees**



**Project Arborist must be on-site when any ground works, excavation or construction activities are occurring within the protection zones prescribed for the site trees.**





REVISED #4 - Tree Inventory & Recommendations  
5471 to 5613 Steveston Hwy, Richmond

24-Aug-23

Tree Tag #	Species	DBH (cm)	Ht (m)	Canopy Radius (m)	Location of tree (S = on-site; OS = off-site)	Tree Tag #	Species	DBH (cm)	Ht (m)	Canopy Radius (m)	Location of tree (S = on-site; OS = off-site)
983	Japanese Maple - <i>Acer palmatum</i> cvs	12 & 14	3.1	1.0	S	271	English Holly - <i>Ilex aquifolium</i>	33	2.5	≤0.5	S
984	Flowering Cherry - <i>Prunus</i> sp	30	7.6	5.3	OS	272	Pacific Yew - <i>Taxus brevifolia</i>	30, 24 & 30	7.6	2.7	S
985	Japanese Maple - <i>Acer palmatum</i> cvs	15 & 12	7.6	2.5	OS	273	Cypress - <i>Cupressus</i> sp	44	10.7	3.6	S
986	Norway Spruce - <i>Picea abies</i>	54	16.8	4.5	S	274	Golden Chain Tree - <i>Laburnum x wateri</i> 'Vossii'	64	4.5	4.5	OS
987	Black Hawthorn - <i>Crataegus douglasii</i>	52	10.7	6.3	S	275	Western Red Cedar - <i>Thuja plicata</i>	25	6.1	2.5	S
988	Orchard Pear - <i>Pyrus</i> sp	28	6.1	4.0	S	293	Cypress - <i>Cupressus</i> sp	78.5	13.7	4.5	S
989	Juniper - <i>Juniperus</i> sp	15, 5 & 6	3.1	1.0	S	294	Cypress - <i>Cupressus</i> sp	69.5	13.7	4.5	S
990	Common Fig - <i>Ficus carica</i>	20, 21 & 13.5	6.1	3.1	S	295	Noble Fir - <i>Abies procera</i>	44.5	11.3	2.5	S
991	Douglas Fir - <i>Pseudotsuga menziesii</i>	45 & 22	10.7	4.5	S	296	Cherry - <i>Prunus</i> sp	46.5	4.5	2.7	S
992	Japanese Maple - <i>Acer palmatum</i> cvs	6, 8 & 7	3.6	1.8	S	54	Katsura Tree - <i>Cercidiphyllum japonicum</i>	12	5.5	2.1	OS
993	Orchard Plum - <i>Prunus</i> sp	18 & 21	7.0	4.0	S						
994	Deodar Cedar - <i>Cedrus deodara</i>	27	8.3	3.1	S						
995	Manitoba Maple - <i>Acer negundo</i>	39	10.7	4.0	S						
996	Manitoba Maple - <i>Acer negundo</i>	18.5	9.1	3.6	S						
997	Manitoba Maple - <i>Acer negundo</i>	20	10.7	4.0	S						
998	English Holly - <i>Ilex aquifolium</i>	13 & 17	7.6	2.1	S						
999	Norway Spruce - <i>Picea abies</i>	37	12.2	5.0	S						
1000	Norway Spruce - <i>Picea abies</i>	99	18.2	13.7	S						
1001	Brandon Cedar - <i>Thuja occidentalis</i> 'Brandon'	14, 12 & 16	8.3	2.0	S						
1002	Norway Spruce - <i>Picea abies</i>	20	9.1	3.6	S						
1003	Western Red Cedar - <i>Thuja plicata</i>	10, 12 & 11	6.1	2.7	OS						
51	Flowering Cherry - <i>Prunus</i> sp	45	2.5	0.0	S						
254	Flowering Cherry - <i>Prunus</i> sp	25 & 16	8.3	4.5	S						
255	Manitoba Maple - <i>Acer negundo</i>	60	10.7	7.5	S						
256	Orchard Plum - <i>Prunus</i> sp	14, 16 & 14	9.1	4.5	S						
257	Japanese Maple - <i>Acer palmatum</i> cvs	7, 7 & 7	7.6	2.5	S						
258	Star Magnolia - <i>Magnolia stellata</i>	7.5, 6.5 & 10	8.3	2.7	S						
259	Orchard Plum - <i>Prunus</i> sp	20	7.6	3.3	S						
260	Brandon Cedar - <i>Thuja occidentalis</i> 'Brandon'	36	9.1	1.5	S						
261	Brandon Cedar - <i>Thuja occidentalis</i> 'Brandon'	24 & 48	10.7	2.1	S						
262	Flowering Cherry - <i>Prunus</i> sp	51	4.5	3.6	S						
263	Flowering Cherry - <i>Prunus</i> sp	42	4.5	3.1	S						
264	Young's Weeping Birch - <i>Betula pendula</i> 'Youngii'	29	3.1	4	S						
265	Coral Bark Maple - <i>Acer palmatum</i> 'Sango Kaku'	6, 6 & 8	4.5	3.1	S						
52	Flowering Cherry - <i>Prunus</i> sp	35 & 20	7.6	6.1	OS						
53	Flowering Cherry - <i>Prunus</i> sp	50	7.6	5.0	OS						
266	Japanese Maple - <i>Acer palmatum</i> cvs	11 & 10	3.1	1.8	S						
267	Alberta Blue Spruce - <i>Picea glauca</i> 'Alberta Blue' cvs	22	5.5	2.5	S						
268	Orchard Plum - <i>Prunus</i> sp	16, 17 & 15	6.3	3.1	S						
269	Flowering Cherry - <i>Prunus</i> sp	33, 10 & 12	3.1	0.0	S						
270	Japanese Maple - <i>Acer palmatum</i> cvs	15, 10, 12	1.2	≤0.5	S						





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**Richmond Zoning Bylaw 8500  
Amendment Bylaw 10496 (RZ 21-939470)  
5471, 5491/5493, 5531, 5551, 5571, 5591, 5595, 5611/5613 Steveston  
Highway**

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 “**MEDIUM DENSITY TOWNHOUSES (RTM2)**”.

P.I.D. 001-932-497

Lot 7 Except: Northerly 18.288 Metres, Section 36 Block 4 North Range 7 West New Westminster District Plan 15354

P.I.D. 002-146-444

Strata Lot 1 Section 36 Block 4 North Range 7 West New Westminster Strata Plan NW1956 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. 002-146-461

Strata Lot 2 Section 36 Block 4 North Range 7 West New Westminster Strata Plan NW1956 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. 003-843-700

Lot 781 Section 36 Block 4 North Range 7 West New Westminster District Plan 56002

P.I.D. 000-793-540

Lot 775 Section 36 Block 4 North Range 7 West New Westminster District Plan 56002

P.I.D. 003-858-065

Lot 906 Section 36 Block 4 North Range 7 West New Westminster District Plan 56866

P.I.D. 003-985-725

Lot 907 Section 36 Block 4 North Range 7 West New Westminster District Plan 56866

P.I.D. 002-780-801

Lot 908 of Section 36 Block 4 North Range 7 West New Westminster District Plan 56866

P.I.D. 003-566-404

Lot 83 Section 36 Block 4 North Range 7 West New Westminster District Plan 27036

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 10496”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON


SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

_____
_____
_____
_____
_____
_____

CITY OF RICHMOND
APPROVED by EL
APPROVED by Director or Solicitor 

\_\_\_\_\_  
MAYOR

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



# City of Richmond

## Report to Committee

**To:** Planning Committee

**Date:** September 18, 2023

**From:** Wayne Craig  
Director, Development

**File:** RZ 22-026766

**Re:** Application by Hari Singh Gill for Rezoning at 3300 Granville Avenue from  
"Single Detached (RS1/E)" Zone to "Single Detached (RS2/B)" Zone

### Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10495, for the rezoning of 3300 Granville Avenue from "Single Detached (RS1/E)" zone to "Single Detached (RS2/B)" zone, be introduced and given first reading.

Wayne Craig  
Director, Development  
(604-247-4625)

WC:le  
Att. 6

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

## **Staff Report**

### **Origin**

Hari Singh Gill has applied to rezone the property at 3300 Granville Avenue from the “Single Detached (RS1/E)” zone to the “Single Detached (RS2/B)” zone to allow the property to be subdivided into two single-family lots (Attachment 1). Vehicle access is proposed to be from Granville Avenue. The proposed subdivision plan is shown in Attachment 2.

### **Findings of Fact**

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

#### **Subject Site Existing Housing Profile**

This site is currently occupied by an existing single-family dwelling, which will be demolished prior to subdivision. The existing single-family dwelling is unoccupied and does not contain a secondary suite.

### **Surrounding Development**

Development immediately surrounding the site is as follows:

To the North: Across Granville Avenue, single detached houses zoned “Single Detached – Terra Nova (ZS2)”; and townhouses zoned “Town Housing – Granville Avenue (Terra Nova) and Dixon Avenue (Ash Street Sub Area) (ZT20)”.

To the South: Fronting onto Lockhart Road, single detached houses zoned “Single Detached (RS2/B)”.

To the East: Along Granville Avenue, single detached houses zoned “Single Detached (RS1/B)” and “Single Detached (RS1/E)”.

To the West: Along Granville Avenue, single detached houses zoned “Single Detached (RS1/B)” and “Single Detached (RS1/E)”; and zoned “Single Detached (RS1/K)” along Marrington Road.

### **Related Policies & Studies**

#### **Official Community Plan (OCP Designation)**

The Official Community Plan (OCP) land use designation for the subject property is “Neighbourhood Residential” (NRES). The proposed rezoning and subdivision application is consistent with this designation.

### Lot Size Policy 5447

The subject property falls within Single-Family Lot Size Policy 5447, which allows for the subdivision of the subject property consistent with the R1/B zone (Attachment 4). The rezoning and subdivision proposed in this application is consistent with this Lot Size 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* and the City's *Zoning Bylaw 8500*.

### **Analysis**

#### Proposed Rezoning and Subdivision

The applicant is proposing to rezone the subject site and subdivide into two single-family lots, each with a one bedroom secondary suite. This development proposal is consistent with the redevelopment along this block of Granville Avenue, including the adjacent properties. The proposed subdivision plan is shown in Attachment 2.

#### Existing Legal Encumbrances

There is an existing Statutory Right-of-Way (SRW) for the City in the rear yard for sanitary sewer services. The applicant has been advised that encroachment into the SRW is not permitted.

#### Transportation and Site Access

Vehicle access is proposed to be from Granville Avenue. The existing driveway will be removed and new driveways will be constructed through a Servicing Agreement as detailed in the Site Servicing and Frontage Improvements sub-section of this report.



## 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 11 bylaw-sized trees on the subject property, one tree on the neighbouring property to the west (3280 Granville Avenue) and four trees on City property. The report also references three under-sized trees on the subject site.

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

- one bylaw-sized tree (tag #528) a 20.5 cm Korean Fir in good condition, located in the southwest corner of the site is to be retained and protected.
- one bylaw-sized tree (tag #523) a 24 cm combined diameter Lion's Head Japanese Maple in good condition, located adjacent to the south side of the existing house on-site is proposed to be retained and relocated to the north east corner of the proposed western subdivided lot.
- an under-sized 16.5 cm Maidenhair tree (tag #267) on-site along the north property line is to be retained and protected.
- one bylaw-sized tree (tag #524), a 28.5 cm European Beech is in good condition but is to be removed due to its location in the middle of the site and in conflict with the proposed development.
- eight bylaw-sized trees (tag #268, 520, 521, 522, 525, 526, 527 and 530) located on the development site are in marginal to poor condition; either dying (sparse canopy foliage) or have been historically topped and as a result exhibit significant structural defects such as previous stem failure, narrow and weak secondary stem union at the main branch union (below previous topping cuts) and co-dominant stems with inclusions. These trees are not good candidates for retention and should be replaced.
- one tree (tag #529) a 35.5 cm Western Red Cedar, located on the neighbouring property to the west (3280 Granville Avenue) is identified to be retained and protected. Provide tree protection as per City of Richmond Tree Protection Information Bulletin Tree-03.
- replacement trees should be specified at 2:1 ratio as per the OCP.
- two under-sized trees were also identified on-site: a 16.5 cm Orchard apple (tag #531) and an 11.5 cm Orchard apple (tag #532). Both of these under-sized trees (tags #531 and 532) are in poor condition (cracks in stem and canker), fall within zones of heavy excavation, and are proposed to be removed.

The City's Parks department has reviewed the Arborist's Report regarding trees on City property and supports the Arborist's findings, with the following comments:

- there are four trees on City property (tags #1-4).
- one 9 cm Crab-apple tree (tag #1) on City property is in fair condition and in conflict with the new driveway location, removal recommended.

- one 15 cm Crab-apple tree (tag #2) on City property in fair condition, not in conflict with construction, is to be retained and protected.
- one 27 cm combined diameter Cypress on City property (tag #3) is in poor condition and in conflict with the construction of the proposed sidewalk and driveway, removal recommended.
- one 19 cm combined diameter Cypress on City property (tag #4) is in fair condition and in conflict with the construction of the new driveway, removal recommended.
- the applicant is required to provide \$3,000.00 in compensation for the removal of these City trees.

### *Tree Replacement*

The applicant wishes to remove nine on-site bylaw-sized trees (tag #268, 520, 521, 522, 524, 525, 526, 527 and 530). The 2:1 replacement ratio would require a total of 18 replacement trees. The applicant has agreed to plant five trees on each lot proposed; for a total of ten trees. The required replacement trees are to be of the following minimum sizes, based on the size of the trees being removed as per Tree Protection Bylaw No. 8057:

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	Minimum Height of Coniferous Replacement Tree
10	8.0 cm	4.0 m

To satisfy the 2:1 replacement ratio established in the OCP, the applicant will contribute \$6,000.00 (8 x \$750.00/tree) to the City's Tree Compensation Fund in lieu of the remaining eight trees that cannot be accommodated on the subject property after redevelopment.

### *Tree Protection*

One bylaw-sized on-site tree (tags #528) and one bylaw-sized tree (tag #529) on the neighbouring property to the west are to be retained and protected. One bylaw-sized on-site tree (tag #523) is to be retained and relocated on-site. One tree on City property (tag #2) is to be retained and protected.

Tree Survival Security in the amount of \$10,000.00 is required to secure the retention of one bylaw-sized tree located in the southwest corner of the site (tag # 528, a 20.5 cm Korean Fir) and to ensure the relocation of one bylaw-sized tree onsite (tag #523, a 24 cm Lion's Head Japanese Maple) from its current location to the front yard of the proposed western lot. An additional Tree Survival Security in the amount of \$5,000.00 is required to secure the retention of the City tree.

The applicant has submitted a tree protection plan showing the trees to be retained and the measures taken to protect them during development stage (Attachment 5). For the bylaw-sized tree to be retained (#528) the new site grade change will need to be tapered to ensure tree survival. To ensure that the trees identified for retention are 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 tree protection zones, including the relocation of Tree #523 on-site.

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 all trees 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 City's Affordable Housing Strategy for single-family rezoning applications requires a secondary suite or coach house on 100 per cent of new lots created through single-family rezoning and subdivision applications; a secondary suite or coach house on 50 per cent of new lots created and a cash-in-lieu contribution towards the City's Affordable Housing Reserve Fund based on the total buildable area of the remaining lots; or a cash-in-lieu contribution based on the total buildable area of all lots where a secondary suite cannot be accommodated in the development.

The applicant proposes to provide a minimum one-bedroom secondary suite, with a minimum size of 37 m<sup>2</sup> [400 ft<sup>2</sup>], on each of the two proposed subdivided lots. To ensure that a secondary suite is built on each lot to the satisfaction of the City in accordance with the City's Affordable Housing Strategy, the applicant is required to enter into a legal agreement registered on Title, stating that no final Building Permit inspection will be granted until a minimum one-bedroom, 37 m<sup>2</sup> [400 ft<sup>2</sup>] secondary suite is constructed to the satisfaction of the City in accordance with the BC Building Code and Richmond Zoning Bylaw 8500. Registration of this legal agreement is required prior to final adoption of the rezoning bylaw.

### Site Servicing and Frontage Improvements

At Subdivision stage, the developer is required to enter into a Servicing Agreement for the design and construction of engineering infrastructure and frontage improvements, as described in Attachment 6. Frontage improvements include, but are not limited to, the following:

- Cut and cap and remove the existing water service connection fronting Granville Avenue; and complete all tie-ins for the proposed water works to existing City infrastructure;
- Upgrade the existing Storm Sewer along the site's Granville Avenue frontage service connections as needed;
- Install new sanitary service connections and inspection chambers to new lots;
- Existing driveways to be closed, and two new vehicle driveway accesses fronting Granville Avenue constructed; and,
- Reinstate existing curb, 1.5 m wide landscaped boulevard and 1.5 m wide concrete sidewalk to match existing frontage improvements.

- Pay property taxes up to the current year, Development Cost Charges (City, Translink, and Metro Vancouver), School Site Acquisition Charge, Address Assignment Fees and any other fees or costs identified through the subdivision application process.

### **Financial Impact or Economic 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 rezoning application is to rezone the property at 3300 Granville Avenue from the “Single Detached (RS1/E)” zone to the “Single Detached (RS2/B)” zone to permit the property to be subdivided into two single-family lots, each with vehicle access from Granville Avenue.

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

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

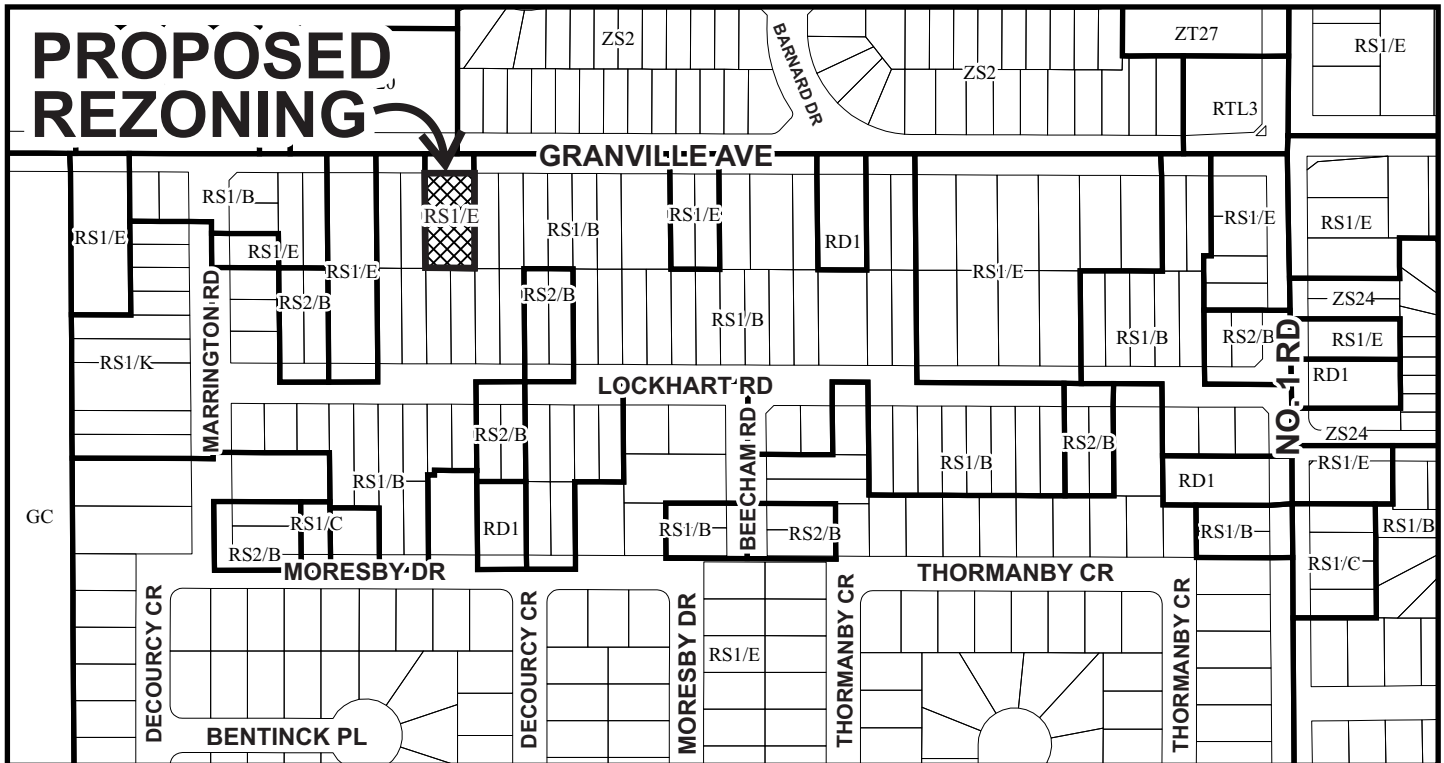
It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10495 be introduced and given first reading.




Laurel Eyton  
Planning Technician  
(604-276-4262)

LE:he

- Att.    1: Location Map  
         2: Conceptual Development Plans  
         3: Development Application Data Sheet  
         4: Lot Size Policy 5447  
         5: Tree Management Plan  
         6: Rezoning Considerations



3591 83.21				3611 12.79	3613 12.00	3615 12.00	3631 12.00	3633 12.00	3635 12.00	3651 12.00	3653 12.00	3655 12.00
GRANVILLE AVE												
9	12.19 3220	24.38 3240	12.15 3260	12.23 3280	24.38 3300	12.19 3340	12.19 3348	12.19 3360	12.19 3380	12.19 3400	12.19 3408	24.38 3440
	47.51	47.51	47.47	47.47	47.47	47.47	47.50	47.55	47.55	47.55	47.55	
19	12.19	24.38	12.15 12.19	12.23 12.19	24.38 12.19 12.19	12.19	12.19	12.19	12.19	12.19	12.19	24.38 12.19 12.19



**RZ 22-026766**

Original Date: 01/10/23

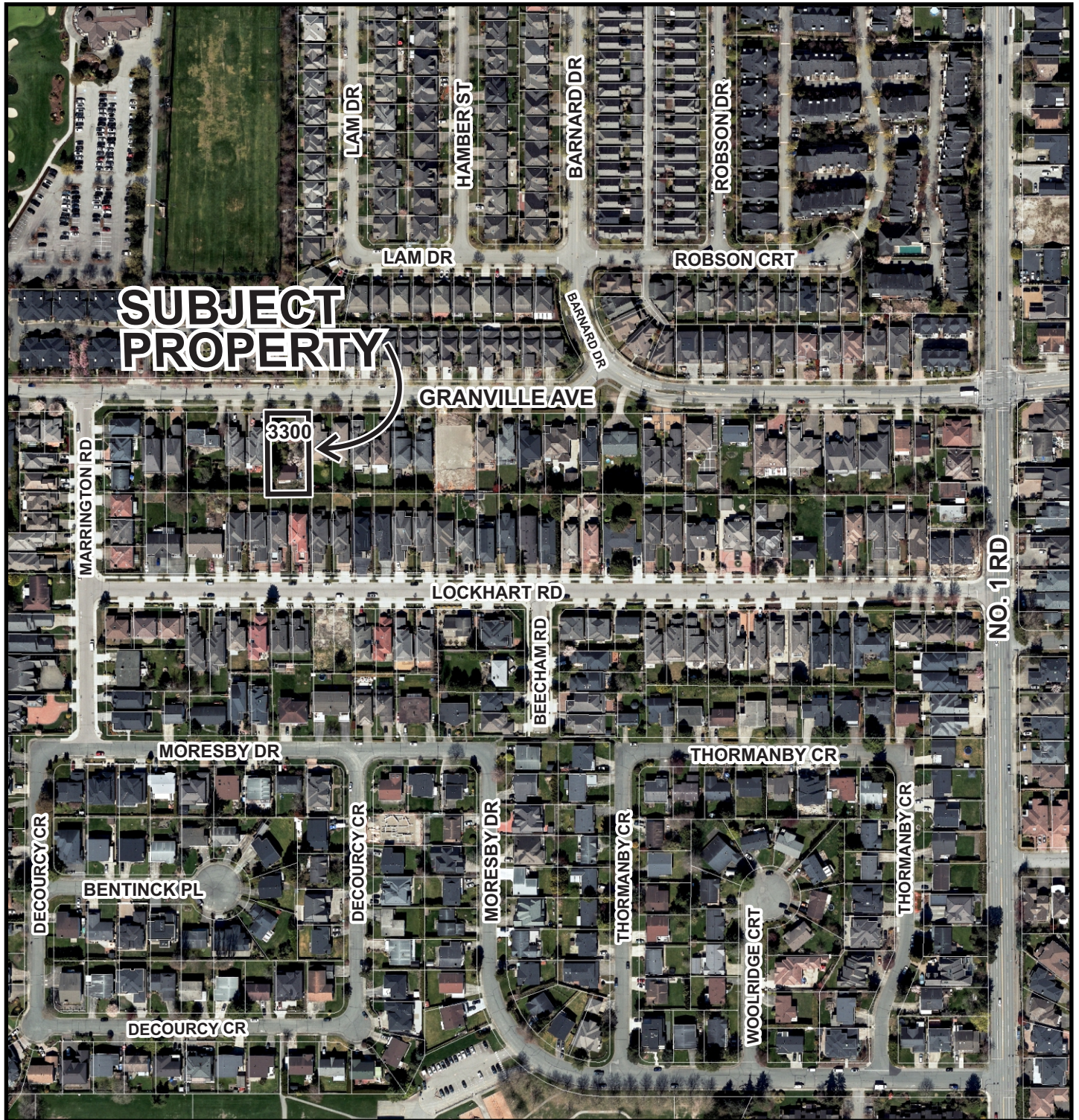
Revision Date:

Note: Dimensions are in METRES





# City of Richmond



RZ 22-026766

Original Date: 01/10/23

Revision Date:

Note: Dimensions are in METRES



# BC LAND SURVEYORS PROPOSED SUBDIVISION AND TOPOGRAPHICAL SURVEY PLAN OF LOT 14 SECTION 15 BLOCK 4 NORTH RANGE 7 WEST NWD PLAN 14012

PID : 009-914-251

## CIVIC ADDRESS :

3300- GRANVILLE AVENUE  
RICHMOND, B.C.

0 5 10 15 20  
SCALE 1 : 250 DISTANCES ARE METRIC

## NOTE :

Preliminary Layout, subject to approval.  
Areas and Dimensions are subject to detailed  
Legal Survey and calculations, and may vary.

## LEGEND :

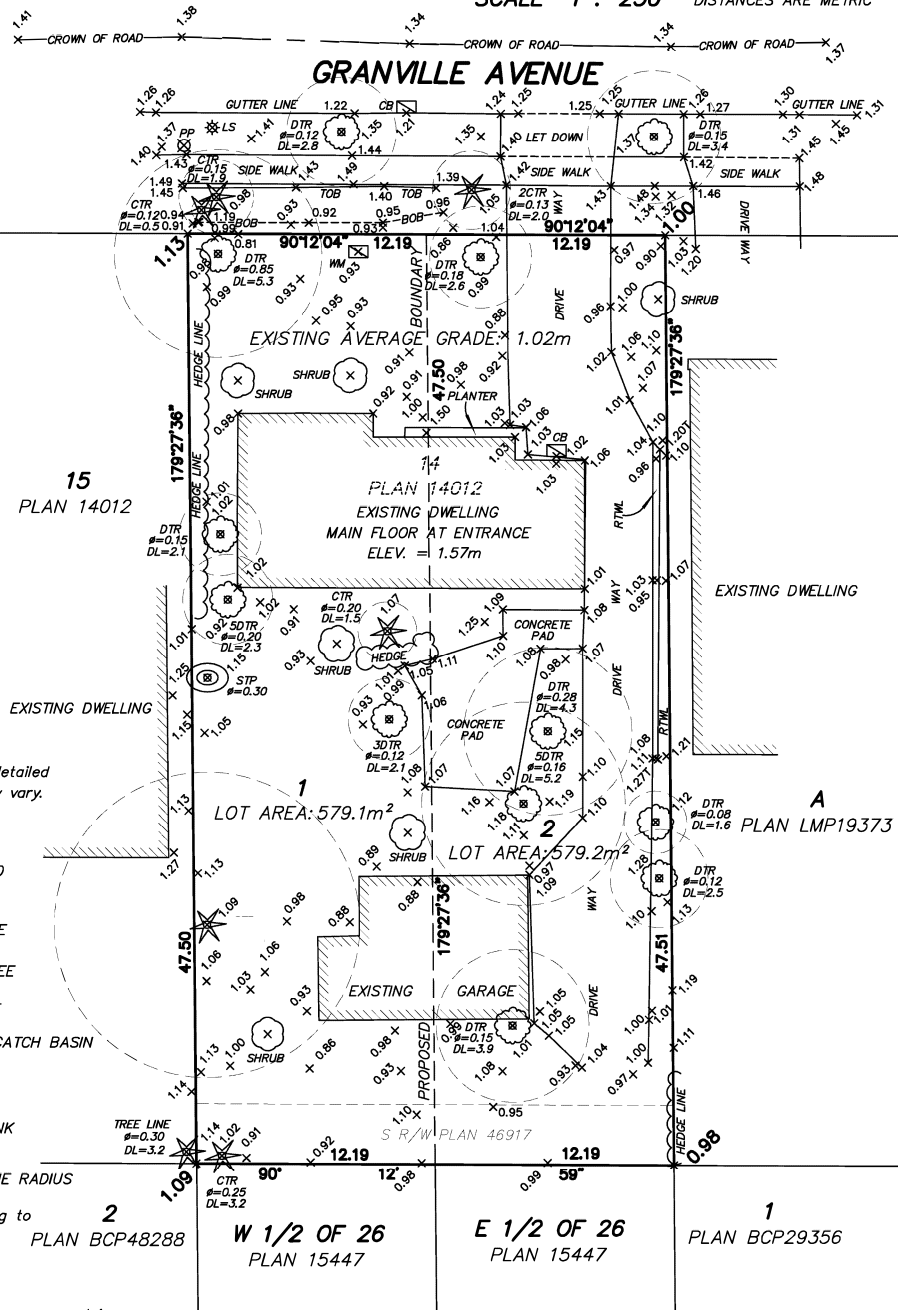
LS	✱	DENOTES LAMP STANDARD
PP	⊠	DENOTES POWER POLE
DTR	⊗	DENOTES DECIDUOUS TREE
CTR	✱	DENOTES CONIFEROUS TREE
STP	⊙	DENOTES STUMP OF TREE
CB	⊠	DENOTES RECTANGULAR CATCH BASIN
WM	⊠	DENOTES WATER METER
RTWL		DENOTES RETAINING WALL
BOB		DENOTES BOTTOM OF BANK
TOB		DENOTES TOP OF BANK
DL		DENOTES TREE'S DRIP LINE RADIUS

Lot dimensions and clearances according to  
Field Survey.

This plan does not show non-plan  
charges, liens or interests.

This plan was prepared for inspection purposes and is  
for the exclusive use of our client. The signatory  
accepts no responsibility or liability for any damages  
that may be suffered by a third party as a result of  
any decisions made or actions taken based on this  
document. This documents shows the relative location  
of the surveyed structures and features with respect to  
the boundaries of the parcel described above. This  
document shall not be used to define property lines or  
property corners. All rights reserved. No person may  
copy, reproduce, transmit or alter this document in  
whole or in part without the consent of the signatory.

THIS TOPOGRAPHICAL SURVEY HAS BEEN PREPARED IN  
ACCORDANCE WITH THE MANUAL OF STANDARD PRACTICE AND  
IS CERTIFIED CORRECT THIS 5th DAY OF OCTOBER, 2022.



## ELEVATION DERIVATION

ELEVATIONS ARE GEODETIC DERIVED  
FROM GNSS OBSERVATIONS  
DATUM CVD28GVRD 2018

© GREWAL & ASSOCIATES  
PROFESSIONAL LAND SURVEYORS  
UNIT 204, 15299-68th AVENUE  
SURREY, B.C. V3S 2C1  
TEL: 604-597-8567  
EMAIL: Office@GrewalSurveys.com  
FILE : 2209-015 T3

B.C.L.S.

LAKHJOT S. GREWAL

CNCL - 233





**RZ 22-026766**

**Attachment 3**

Address: 3300 Granville Avenue

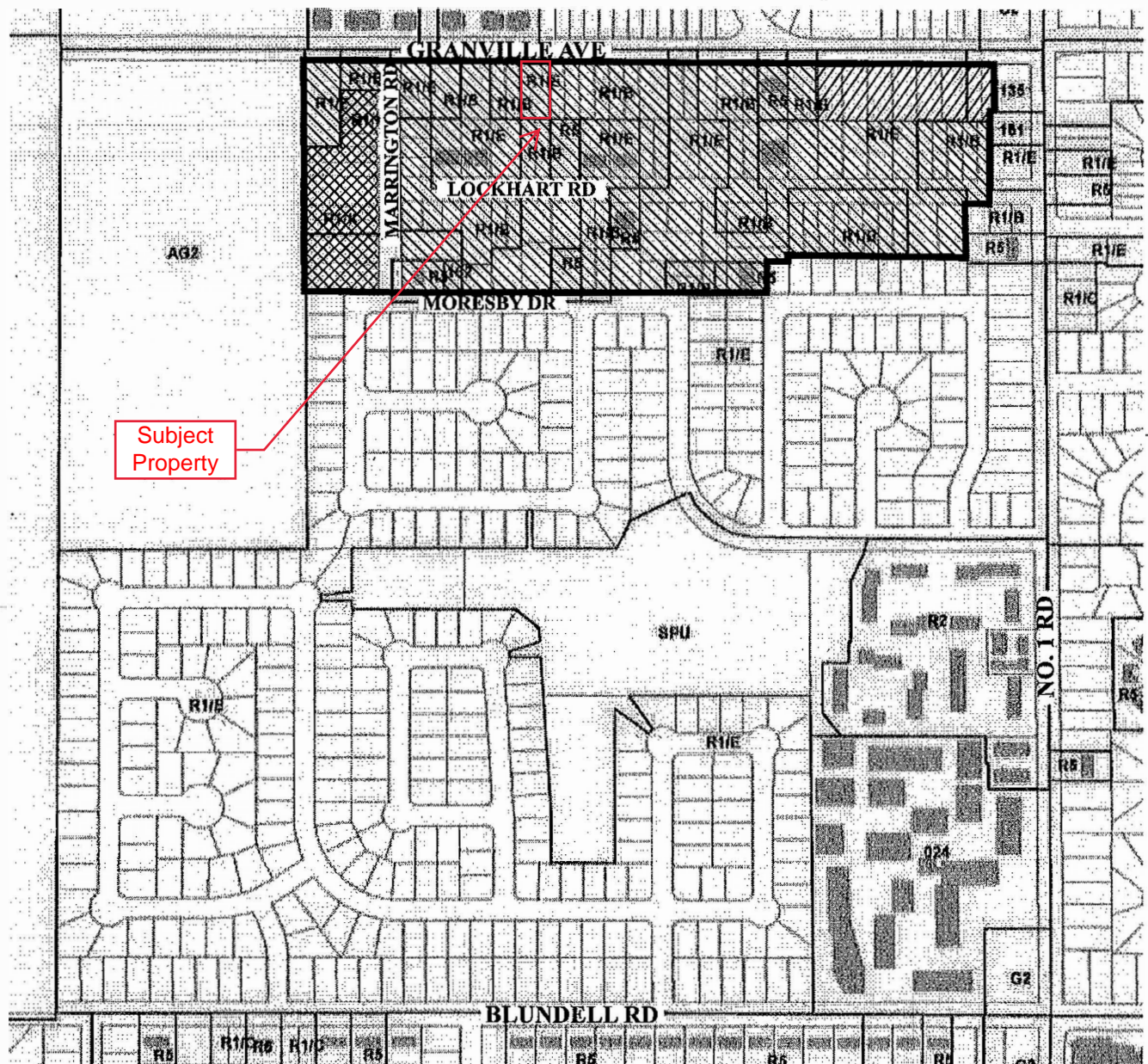
Applicant: Hari Singh Gill

Planning Area(s): Seafair

	Existing	Proposed
<b>Owner:</b>	Hari Singh Gill	To Be Determined
<b>Site Size (m<sup>2</sup>):</b>	1156 m <sup>2</sup>	Lot 1: 579.1 m <sup>2</sup> Lot 2: 579.2 m <sup>2</sup>
<b>Land Uses:</b>	Single Family Residential	Single Family Residential
<b>OCP Designation:</b>	Neighbourhood Residential	Neighbourhood Residential
<b>702 Policy Designation:</b>	Policy 5447	Policy 5447
<b>Zoning:</b>	RS1/E	RS2/B

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.55 for lot area up to 464.5 m <sup>2</sup> plus 0.3 for area in excess of 464.5 m <sup>2</sup>	Max. 0.55 for lot area up to 464.5 m <sup>2</sup> plus 0.3 for area in excess of 464.5 m <sup>2</sup>	none permitted
Lot Coverage (% of lot area):	Building: Max. 45% Non-porous Surfaces: Max. 70% Live landscaping: Min. 25%	Building: Max. 45% Non-porous Surfaces: Max. 70% Live landscaping: Min. 25%	none
Lot Size:	Min. 360.0 m <sup>2</sup>	Lot 1: 579.1 m <sup>2</sup> Lot 2: 579.2 m <sup>2</sup>	none
Lot Dimensions (m):	Width: Min. 12.0 m Depth: Min. 24.0 m	Width: 12.2 m Depth: 47.5 m	none
Setbacks (m):	Front: Min. 6.0 m Rear: Greater of 6.0 m or 20% of total lot depth Side: Min. 1.2 m	Front: Min. 6.0 m Rear: Min. 9.5 m Side: Min. 1.2 m	none
Height (m):	Max. 2.5 storeys	Max. 2.5 storeys	none
Off-street Parking Spaces – Total:	Min. 2	Min. 2	none

\* Preliminary estimate; not inclusive of garage; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.



Subdivision permitted as per R1/B with the following provisions:



1. Between 3620 and 3780 Granville Avenue R1/C.



2. Between 7151 and 7031 Marrington Road R1/K.



## Policy 5447 Section 15-4-7

Adopted Date: 09/16/91

Amended Date: 10/20/03

Note: Dimensions are in METRES

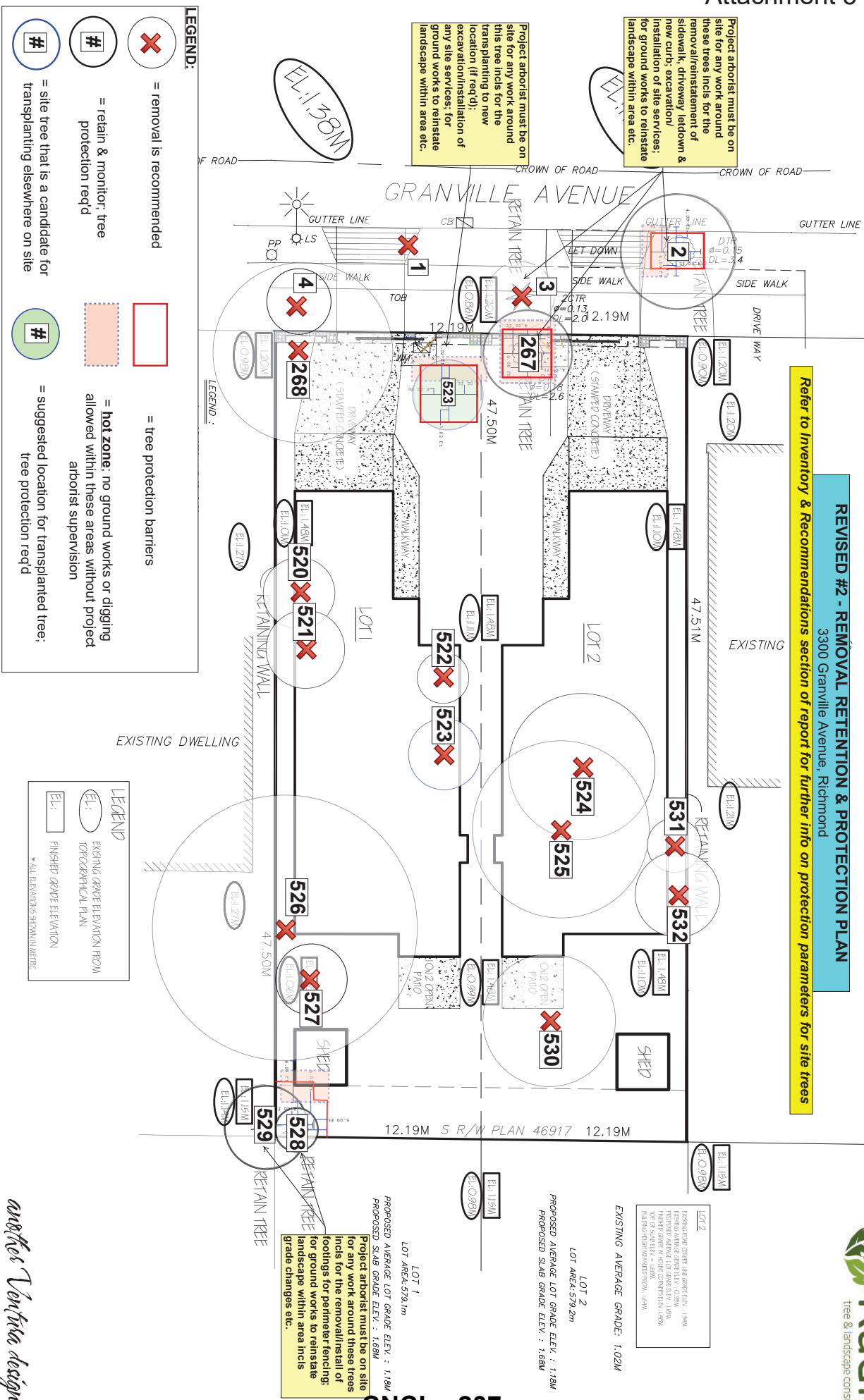




# REVISED #2 - REMOVAL RETENTION & PROTECTION PLAN

3300 Granville Avenue, Richmond

Refer to Inventory & Recommendations section of report for further info on protection parameters for site trees



PROPOSED SUBDIVISION LAYOUT SCALE 1/8" = 1'-0"

The Project Arborist must be on-site when excavation or construction activities are occurring within the protection zones prescribed for the site trees.

conifer Ventura design  
 3300 Granville Avenue



**Address:** 3300 Granville Avenue

**File No.:** RZ 22-026766

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10495, the developer is required to complete the following:**

1. Submission of a Landscape Security in the amount of \$7500.00 (\$750/tree) to ensure that a total of five replacement trees are planted and maintained on each lot proposed (for a total of ten trees); minimum 8.0 cm deciduous caliper or 4.0 m high conifers). **NOTE: minimum replacement size to be as per Tree Protection Bylaw No. 8057 Schedule A – 3.0 Replacement Trees.**
2. City acceptance of the developer's offer to voluntarily contribute \$6,000.00 to the City's Tree Compensation Fund for the planting of eight replacement trees within the City.
3. City acceptance of the developer's offer to voluntarily contribute \$3,000.00 to the City's Tree Compensation Fund for the replacement of the three trees being removed on City property.
4. 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, and during the process of tree relocation for the tree to be relocated on-site (#523). 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.
5. Submission of a Tree Survival Security to the City in the amount of \$10,000.00 for one bylaw-sized tree to be retained in the rear (#528) and one bylaw-sized tree to be relocated on-site (#523).
6. Submission of a Tree Survival Security to the City in the amount of \$5,000.00 for the City tree (#2) to be retained on City property.
7. Registration of a flood indemnity covenant on title.
8. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a minimum one-bedroom secondary suite of minimum size 37 m<sup>2</sup> [400 ft<sup>2</sup>] is constructed on both of the two future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.
9. Payment of all fees in full for the cost associated with the Public Hearing Notices, consistent with the City's Consolidated Fees Bylaw No 8636, as amended.

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

1. Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.

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

1. Payment of the current year's property taxes, Development Cost Charges, School Site Acquisition Charge, Address Assignment Fees, and the costs associated with the completion of the design and construction of engineering infrastructure and frontage improvements.
2. Enter into a Servicing Agreement\* for the design and construction of engineering infrastructure improvements. A Letter of Credit or cash security for the value of the Service Agreement works, as determined by the City, will be required as part of entering into the Servicing Agreement. Works include, but may not be limited to:

**Water Works:**

- a) Using the OCP Model, there is 295.0 L/s of water available at a 20 psi residual at the Granville Ave frontage. Based on your proposed development, your site requires a minimum fire flow of 95.0 L/s.

**b) At Developer's cost, the Developer is required to:**

- i) Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.
- ii) Review hydrant spacing on all road frontages and install new fire hydrants as required to meet City spacing requirements for the proposed land use.
- iii) Provide a right-of-way for the water meter. Minimum right-of-way dimensions to be the size of the meter box (from the City of Richmond supplementary specifications) + any appurtenances (for example, the bypass on W2n-SD) + 0.5 m on all sides. Exact right-of-way dimensions to be finalized during the servicing agreement process.
- iv) Install two new water service connections, each c/w water meter and water meter box as per City specifications. Each service connection shall service one proposed lot. The new service connection c/w water meter and water meter box shall avoid being installed in proposed driveways.

**c) At Developer's cost, the City will:**

- i) Cut and cap and remove existing water service connection fronting Granville Ave.
- ii) Complete all tie-ins for the proposed works to existing City infrastructure.

**Storm Sewer Works:**

**d) At Developer's cost, the Developer is required to:**

- i) Provide an erosion and sediment control plan for all on-site and off-site works, to be reviewed as part of the servicing agreement design.
- ii) Upgrade the existing 300 mm Storm Sewer along the proposed site's Granville Ave frontage to 600 mm. The upgrade shall proceed from a new storm manhole installed in front of West PL of 3300 Granville Ave to STMH206 with approximate length of 23.5 m.
- iii) Confirm the condition and size of the existing storm service lead connection at the Northeast corner of 3300 Granville Ave. If not adequate, cut and cap the existing storm service lead connection and install a new storm sewer service connection, complete with an inspection chamber as per City specifications to East proposed lot. The new service connection c/w inspection chamber shall avoid being installed in proposed driveways.
- iv) Confirm the condition and size of the existing storm service lead connection at the Northwest corner of 3300 Granville Ave. If not adequate, cut and cap the existing storm service lead connection and install a new storm sewer service connection, complete with an inspection chamber as per City specifications to West proposed lot. The new service connection c/w inspection chamber shall avoid being installed in proposed driveways.

**e) At Developer's cost, the City will:**

- i) Cut and cap and remove the existing dual service connection at the North PL of 3300 Granville Ave.
- ii) Complete all tie-ins for the proposed works to existing City infrastructure.

**Sanitary Sewer Works:**

**f) At Developer's cost, the Developer is required to:**

- i) Not start onsite excavation or foundation construction until completion of rear-yard sanitary works by City crews.
- ii) Confirm the condition and size of the existing sanitary service lead connection at the Southwest corner of 3300 Granville Ave. If not adequate, cut and cap the existing sanitary service lead connection and install a new sanitary service connection, c/w an inspection chamber as per City specifications to service the proposed western lot.
- iii) Install one new sanitary service connection, each c/w an inspection chamber as per City specifications to service the proposed eastern lot.

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

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

## **Street Lighting:**

### **h) At Developer's cost, the Developer is required to:**

- i) Review street lighting levels along all road and lane frontages, and upgrade as required.

## **General Items:**

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

- i) Complete other frontage improvements as per Transportation requirements listed below.
- ii) Coordinate with BC Hydro, Telus and other private communication service providers:
  - (1) To pre-duct for future hydro, telephone and cable utilities along all road frontages.
  - (2) Before relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
  - (3) To underground overhead service lines.
- iii) Not encroach into City rights-of-ways with any proposed trees, retaining walls, or other non-removable structures. Retaining walls proposed to encroach into rights-of-ways must be reviewed by the City's Engineering Department.
- iv) Coordinate the servicing agreement design for this development with the servicing agreement(s) for the adjacent development(s), both existing and in-stream. The developer's civil engineer shall submit a signed and sealed letter with each servicing agreement submission confirming that they have coordinated with civil engineer(s) of the adjacent project(s) and that the servicing agreement designs are consistent. The City will not accept the 1<sup>st</sup> submission if it is not coordinated with the adjacent developments. The coordination letter should cover, but not be limited to, the following:
  - (a) Corridors for City utilities (existing and proposed water, storm sewer, sanitary and DEU) and private utilities.
  - (b) Pipe sizes, material and slopes.
  - (c) Location of manholes and fire hydrants.
  - (d) Road grades, high points and low points.
  - (e) Alignment of ultimate and interim curbs.
  - (f) Proposed street lights design.
- v) Enter into, if required, additional legal agreements, as determined 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.

## **Driveway closure / construction:**

- j) The existing driveway along the Granville Avenue frontage to be removed and reinstated with barrier curb, boulevard per frontage improvement requirements.
- k) Two new vehicle driveway accesses fronting Granville Avenue shall be constructed to meet the requirements of the City's Engineering Design Specifications for a single family residential driveway fronting a local road:
  - i) Driveway shall be 4.0 m wide at the property line
  - ii) Minimum 1.0 m distance (flare to flare) must be maintained between two adjacent driveways.

## **Frontage improvements:**

- l) Reinstall existing curb, 1.5 m wide landscaped boulevard and 1.5 m wide concrete sidewalk to match existing. Scope of this work may be adjusted during the Servicing Agreement design to facilitate tree retention requirements.
- m) Engineering to confirm requirements for existing hydro pole and street light.

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

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

**Note:**

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

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

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

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- 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 10495 (RZ 22-026766)  
3300 Granville Avenue**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **“SINGLE DETACHED (RS2/B)”**.

P.I.D. 009-914-251

Lot 14 Section 15 Block 4 North Range 7 West New Westminster District Plan 14012

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 10495”**.

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

**To:** Planning Committee  
**From:** Wayne Craig  
Director, Development

**Date:** September 18, 2023  
**File:** RZ 21-943417

**Re:** Application by Matthew Cheng for Rezoning at 7300 St. Albans Road from  
"Single Detached (RS1/E)" Zone to "High Density Townhouses (RTH1)" Zone

### Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10494, for the rezoning of 7300 St. Albans Road from "Single Detached (RS1/E)" zone to "High Density Townhouses (RTH1)" zone, be introduced and given first reading.

Wayne Craig  
Director, Development  
(604-247-4625)

WC:ak  
Att. 6

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

## **Staff Report**

### **Origin**

Matthew Cheng, on behalf of 1124053 B.C. LTD (Director: Pavendeep Kooner), has applied to the City of Richmond for permission to rezone 7300 St. Albans Road from the “Single Detached (RS1/E)” zone to the “High Density Townhouses (RTH1)” zone to permit the development of four townhouse units with one secondary suite (Attachment 1).

### **Findings of Fact**

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

#### **Subject Site Existing Housing Profile**

The subject site contains an unoccupied single-family dwelling.

### **Surrounding Development**

The subject site fronts St. Albans Road. Existing development immediately surrounding the subject site is as follows:

To the North: The St. Albans’ Anglican Church zoned “Assembly (ASY)”.

To the South: A seven-unit townhouse complex zoned “Medium Density Low Rise Apartments (RAM1)”.

To the East: A 36-unit townhouse complex zoned “Medium Density Low Rise Apartments (RAM1)”.

To the West: Across St. Albans Road, a three-storey apartment (over a single-storey parking structure) zoned “Medium Density Low Rise Apartments (RAM1)”.

#### **Existing Legal Encumbrances**

There is a City Statutory Right-of-Way (SRW) registered on Title of the subject property for the sanitary sewer located along the east property line. The applicant has been advised that encroachment into the SRW is not permitted.

### **Related Policies & Studies**

#### **Official Community Plan/City Centre Area Plan**

The subject property is designated as “Neighbourhood Residential” in the Official Community Plan (OCP). The subject property is also located within the City Centre Area, Schedule 2.10 of the OCP and is designated “Sub-Area B.1: Mixed Used – Low Rise Residential & Limited Commercial” which is intended for grade-oriented housing in the form of townhouses with a common parking structure of conventional and stacked townhouses.

The proposed development provides for a similar form to the adjacent development to the south and the preliminary design complies with the Sub-Area B.1 guidelines in terms of land use, density and overall neighbourhood character. At the Development Permit (DP) stage, the townhouses' design, form and character will be further reviewed.

As set out in the City Centre Area Plan, the applicant is required to provide a contribution at a rate of \$0.34 per buildable square foot for future City Community Planning studies.

Registration of a legal agreement on Title is required, ensuring that future owners are aware that the development is subject to potential impacts due to other developments that may be approved within the City Centre.

#### St. Albans Sub-Area Plan

The proposed development is consistent with the Multi-Family Low Rise land use designation in the St. Albans Sub-Area Plan, which envisions three-storey apartments, townhouses, two-family or single-family dwellings (Attachment 3). The proposal for four three-storey townhouse units and one secondary suite is also generally consistent with the surrounding developments.

#### 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 yet received any comments from the public about the rezoning application in response to the rezoning sign on site.

Should the Planning Committee endorse this application and Council grant first reading to the rezoning bylaw, the public will have an opportunity to further comment on all of the proposed amendments at a Public Hearing.

Public notification of the Public Hearing will be provided as per the *Local Government Act* and the City's *Zoning Bylaw 8500*.

#### **Analysis**

##### Built Form and Architectural Character

The applicant proposes to construct a total of four townhouse units and one secondary suite with access from St. Albans Road. The layout of the townhouse units is oriented around a single driveway providing access to the site from St. Albans Road and a north-south internal maneuvering aisle providing access to the unit garages. A total of two three-storey duplex clusters are proposed.

### Transportation and Site Access

Vehicle access to the subject site is proposed off St. Albans Road. This driveway will be the sole access to the proposed development and no access will be provided between the adjacent townhouse development to the south at 7320 St. Albans Road and the subject site.

On-site parking proposed is consistent with the requirements in the Zoning Bylaw 8500. Resident parking is to be provided within each unit's garage in either a side-by-side arrangement or single-car garages. One surface parking space is proposed for visitors, consistent with the Zoning Bylaw 8500. Resident bike parking is proposed to be located within each unit's garage, and a visitor bike rack is proposed within the common outdoor amenity space.

The applicant has submitted a traffic and parking assessment reviewing on-site parking and generated traffic. The City's Transportation Department has reviewed the proposal and supports the proposed arrangement.

### 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:

- Four bylaw-sized trees on the subject property (Tree #545, 546, 547 & 548).
- Seven trees on neighbouring properties to the east and south of the subject property (Tree # OS1-OS7).

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

- Two trees located on site, one (Tree# 547) at the southeast corner and one (Tree#548) at the northeast corner, are both larger conifers in good condition. Retain and protect.
- One tree (Tree #546) has been identified as dead and is to be removed.
- One tree (Tree # 545) is in moderate condition and in conflict with the drive aisle. This tree is not suitable for relocation.
- Replacement trees to be provided at a 2:1 ratio as per the OCP.
- One conifer tree located in the front yard of the property was removed without authorization. Two fines (\$1000.00 each) have been issued to the property owners, which have been subsequently paid. The applicant has agreed to a replacement ratio of 4:1 for the unauthorized removal of the conifer.
- Seven trees (Tree # OS 1- OS7) located on adjacent neighbouring properties are identified to be retained and protected. Provide tree protection as per City of Richmond Tree Protection Information Bulletin Tree-03.

### *Tree Replacement*

The applicant wishes to remove two by-law-sized trees on-site (Tree # 545 and 546). The 2:1 replacement ratio would require a total of four replacement trees.



The applicant has agreed to provide an additional four replacement trees in compensation for the unauthorized removal of a coniferous tree on site, resulting in a total of eight replacement trees required.

According to the preliminary landscape plans (Attachment 4), the applicant has agreed to plant five trees on site. The remaining three replacement trees were unable to be accommodated on site due to conflict with the City's sanitary infrastructure in the rear yard of the property. The species and location of the replacement trees will be further reviewed as part of the DP process. The required replacement trees are to be of the following minimum sizes, based on the size of the trees being removed as per Tree Protection Bylaw No. 8057.

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	Minimum Height of Coniferous Replacement Tree
8	8 cm	4 m

To satisfy the 2:1 replacement ratio established in the OCP and the voluntary contribution of 4 additional trees in consideration of the unauthorized removal of the coniferous tree, the applicant will contribute \$2,250.00 to the City's Tree Compensation Fund in lieu of the remaining three trees that cannot be accommodated on the subject property after redevelopment. Opportunities for additional on-site planting will be reviewed and confirmed through the review of the future Development Permit application.

#### *Tree Protection*

Two trees (Tree # 547 and 548) are to be retained and protected on site. Seven trees (Tree # OS1-OS7) on neighbouring properties are to be retained and protected. The applicant has submitted a tree protection plan showing the trees to be retained and the measures taken to protect them during development stage (Attachment 5). To ensure that the trees identified for retention are protected at development stage, the applicant is required to complete the following items:

- Prior to final adoption of the rezoning bylaw, submission of a Tree Survival Security to the City in the amount of \$20,000.00 for the two trees (Tree # 547 & 548) to be retained.
- 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 tree protection zones. 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 all trees 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 City's Affordable Housing Strategy requires that all townhouse rezoning applications provide a cash-in-lieu contribution to the Affordable Housing Reserve Fund. Consistent with the City's Affordable Housing Strategy, the applicant proposes to submit a cash-in-lieu contribution to the Affordable Housing Reserve fund in the amount of \$18.00 per buildable square foot (for sites inside of the City Centre Area Plan) for a total contribution of \$118,152.00 prior to final adoption of the rezoning bylaw.

The applicant also proposes to construct a one-bedroom secondary suite, of approximately 25 m<sup>2</sup> (270 ft<sup>2</sup>), consistent with the City's Zoning Bylaw 8500, as part of the four-unit townhouse development. To ensure that the secondary suite is built to the satisfaction of the City in accordance with the City's Affordable Housing Strategy, the applicant is required to enter into a legal agreement registered on Title, stating that no final Building Permit inspection will be granted until the secondary suite is constructed to the satisfaction of the City, in accordance with the BC Building Code and the City's Zoning Bylaw. This legal agreement is a condition of rezoning adoption.

### Energy Step Code

Consistent with the City's Energy Step Code requirements, the project architect has confirmed that the applicable Energy Step Code performance targets have been considered in the proposed design. The proposal is anticipated to achieve Step 3 of the Energy Step Code with Low Carbon Energy Systems. Prior to the future Development Permit being presented to the Development Permit Panel, the applicant must demonstrate the proposed building will comply with the applicable Energy Step Code and Zero Carbon Step Code in effect at the time.

### Amenity Space

The outdoor amenity space is proposed to be situated at the northeast corner of the site and its preliminary size meets the minimum guidelines in the OCP. The DP application will further examine the configuration and programming of the common outdoor amenity space on site.

Consistent with the OCP, the applicant is proposing a contribution to the City in-lieu of on-site indoor amenity space. The current rate for this four-unit townhouse proposal is \$2,066.00 per unit for a total contribution of \$8,264.00 to the City's Leisure Facilities Reserve Fund.

### Accessibility

Consistent with the OCP guidelines regarding accessible housing, the applicant is proposing to provide aging-in-place features in all of the units (e.g. stairwell handrails, lever-type handles for plumbing fixtures and door handles and solid blocking in washroom walls for future grab bar installation beside toilet, bathtub and shower). In addition, the applicant is proposing the provision of one convertible unit (Unit 3). Further review of the convertible unit design will be conducted as part of the DP application review process.

### Site Servicing and Frontage Improvements

Prior to final adoption of the rezoning bylaw, the applicant is required to enter into a Servicing Agreement (SA) for the design and construction of required frontage beautification works and services connections (Attachment 6).

The applicant is required to enter into a Servicing Agreement (SA) for the design and construction of servicing works and frontage improvements along St. Albans Road. The scope of improvements include, but are not limited to:

- Upgrading the existing water main from 150 mm to 200 mm
- New landscaped/treed boulevard (minimum 1.5 m wide).
- Concrete sidewalk (minimum 2.0 m wide).

The frontage design will be further refined through the SA design review process.

### Development Permit Application

A Development Permit processed to a satisfactory level is required prior to rezoning adoption. Through the Development Permit, the following items are to be further examined:

- Compliance with the Development Permit Guidelines for multi-family projects in the 2041 Official Community Plan and the St. Albans Sub-Area Plan.
- Detailed review of landscape plans provided by a Registered Landscape Architect.
- Address potential adjacency issues through landscaping and built form.
- Site grading plans to ensure the survival of protected trees.
- Refinement of the outdoor amenity area design including the choice of play equipment.
- Opportunities to maximize planting along the internal drive aisle.

Additional issues may be identified as part of the DP application review process.

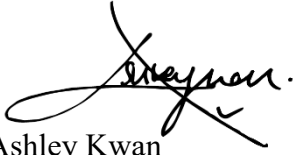
### **Financial Impact or Economic Impact**

This 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**

This application is to rezone 7300 St. Albans Road from the “Single Detached (RS1/E)” zone to the “High Density Townhouses (RTH1)” zone to permit the development of four townhouse units and one secondary suite with vehicle access from St. Albans Road. The proposed rezoning is consistent with the Official Community Plan (OCP) regarding developments within the St. Albans Sub-Area Plan, as well as other applicable policies contained within the OCP. The list of rezoning considerations is included in Attachment 6; which has been agreed to by the applicant (signed concurrence on file).

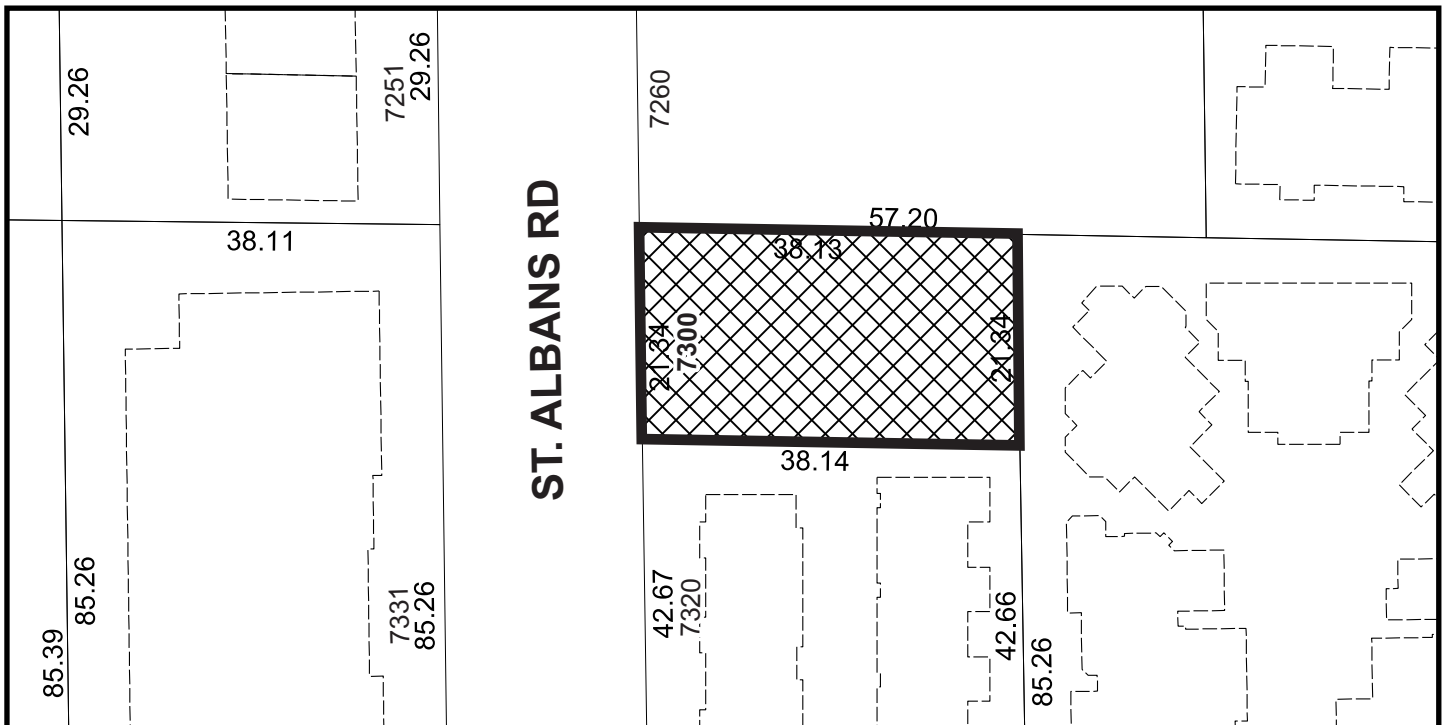
It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10494 be introduced and given first reading.

A handwritten signature in black ink, appearing to read 'Ashley Kwan', with a stylized flourish at the end.

Ashley Kwan  
Planner 1  
(604-276-4173)

AK:js

- Att.    1: Location Map  
         2: Development Application Data Sheet  
         3: St. Albans Sub-Area Plan  
         4: Conceptual Development Plans  
         5: Tree Management Plan  
         6: Rezoning Considerations



RZ 21-943417

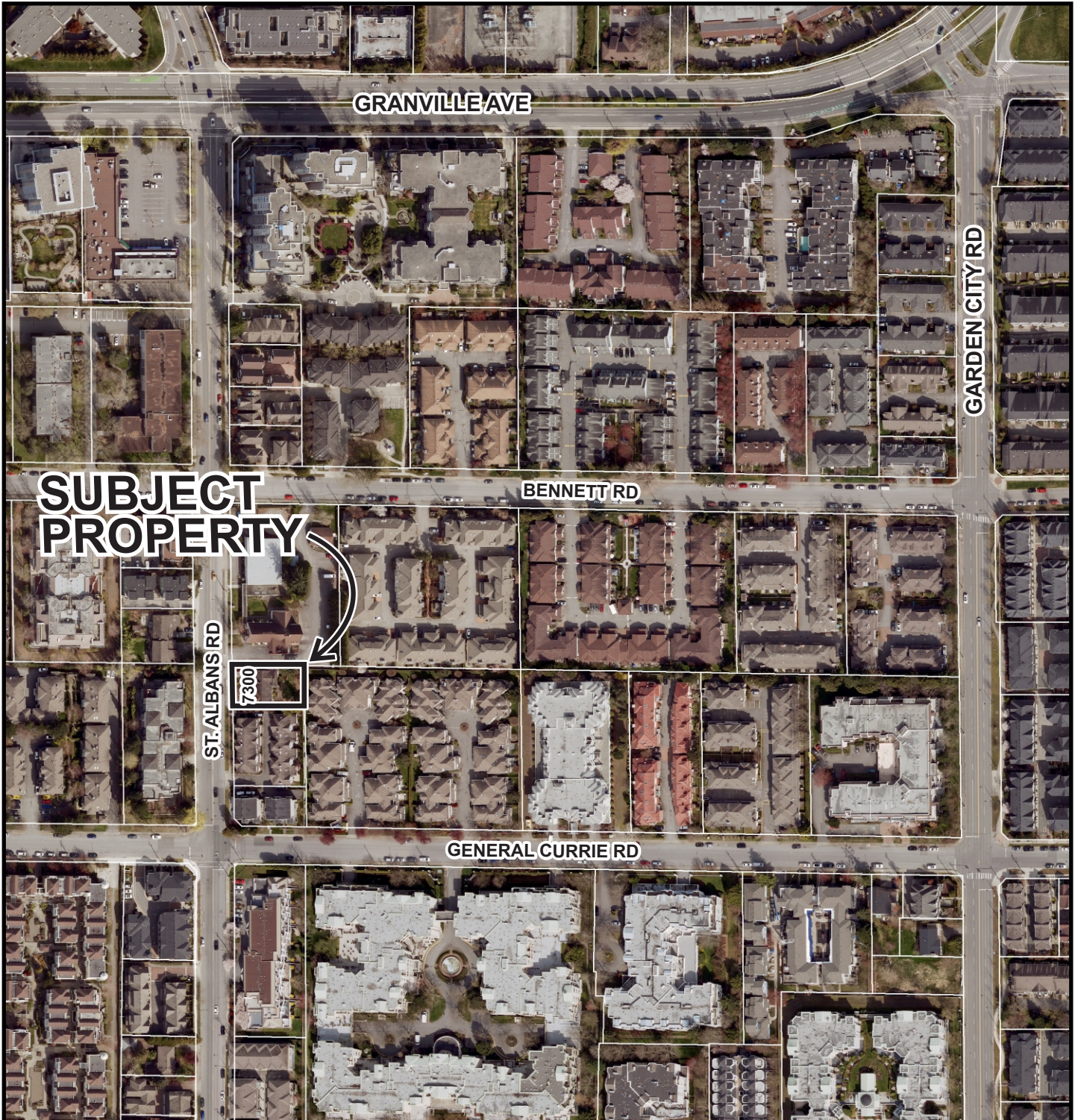
Revision Date:

Note: Dimensions are in METRES





# City of Richmond



## RZ 21-943417

Original Date: 11/15/21

Revision Date:

Note: Dimensions are in METRES



**RZ 21-943417****Attachment 2**Address: 7300 St. Albans RoadApplicant: Matthew ChengPlanning Area(s): St. Albans Sub-Area Plan

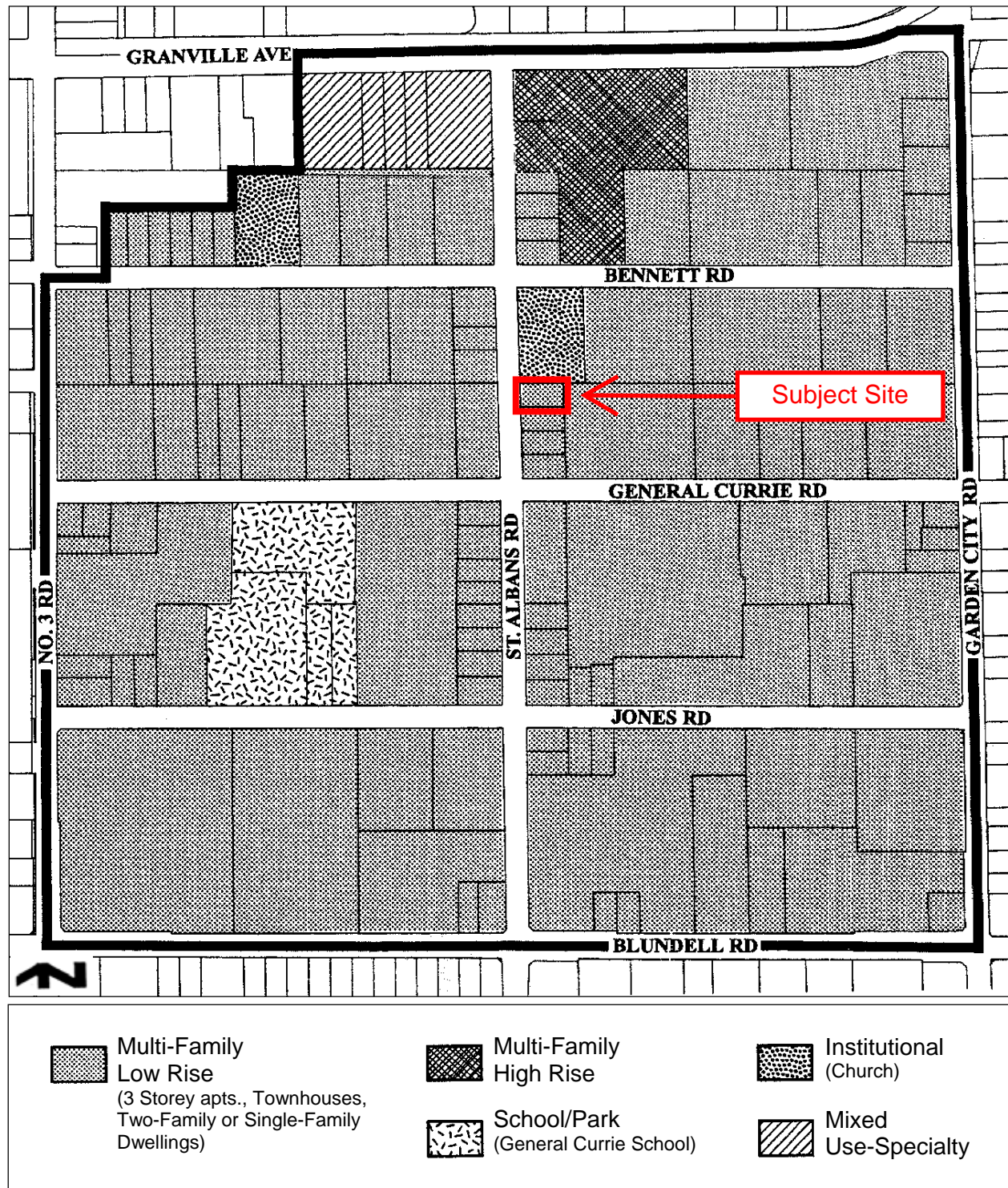
	Existing	Proposed
<b>Owner:</b>	1124053 B.C. Ltd	No Change
<b>Site Size (m<sup>2</sup>):</b>	813.9 m <sup>2</sup>	No Change
<b>Land Uses:</b>	Single Family Residential	Multi-Family Residential
<b>OCP Designation:</b>	Neighbourhood Residential	No Change
<b>Area Plan Designation:</b>	Multi-Family Low Rise	No Change
<b>Zoning:</b>	Single Detached (RS1/E)	High Density Townhouses (RTH1)
<b>Number of Units:</b>	1	4

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.75	0.75	none permitted
Buildable Floor Area (m <sup>2</sup> ):*	Max. 610.43 m <sup>2</sup> (6571 ft <sup>2</sup> )	610.36 m <sup>2</sup> (6563 ft <sup>2</sup> )	none permitted
Lot Coverage (% of lot area):	Building: Max. 45% Non-porous Surfaces: Max. 70% Landscaping: Min. 20%	Building: 33.6% Non-porous Surfaces: 64.0% Landscaping: 25.7%	none
Lot Size:	Min. 600 m <sup>2</sup>	813.9 m <sup>2</sup>	none
Lot Dimensions (m):	Width: 20 m Depth: 30 m	Width: 21.3 m Depth: 38.14 m	none
Setbacks (m):	Front: Min. 4.5 m Rear: Min. 2.0 m Side: Min. 2.0 m	Front: 4.5 m Rear: 4.5 m Side: 2.0 m	none
Height (m):	Max. 12.0 m (3 storeys)	11.3 m	none
Off-street Parking Spaces – Regular (R) / Visitor (V):	1.4 (R) and 0.2 (V) per unit	1.4 (R) and 0.2 (V) per unit	none
Off-street Parking Spaces – Total:	6 (R) and 1 (V)	6 (R) and 1 (V)	none
Amenity Space – Indoor:	Min. 50 m <sup>2</sup>	Cash in-lieu	none
Amenity Space – Outdoor:	Min. 24 m <sup>2</sup>	25.85 m <sup>2</sup>	none

\* Preliminary estimate; not inclusive of garage; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.

City of Richmond

## Land Use Map





MATTHEW  
CHENG  
ARCHITECT INC.

1156-202, 670 EVANS AVENUE  
VANCOUVER, BC V6A 3E9  
Tel: (604) 731-3012 / Fax: (604) 731-3008  
Cell: (604) 694-9609 / Email:

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Revision:

RE	Y-M-D	DESCRIPTION	BY	CHK
1	2023-01-11	Final	MC	MC

Project  
Title  
**4 UNIT  
TOWNHOUSE  
DEVELOPMENT**

7300 ST. ALBANS ROAD  
RICHMOND, BC

Sheet  
Title  
**RENDERING  
AND  
INFORMATION**

Drawn By:	BK
Checked By:	MC
Scale	
Project Number:	
Revision Date:	
Print Date:	2023-01-11 PM
Draw No.:	<b>A000</b>



CONCL - 255

PROJECT DATA		EXISTING		PROPOSED	
ADDRESS	LEGAL DESCRIPTION	METRIC (M <sup>2</sup> /M)	IMPERIAL (F/SF)	METRIC (M <sup>2</sup> /M)	IMPERIAL (F/SF)
7300 ST. ALBANS ROAD, RICHMOND, BC	LOT 4 SEC 16 BLOCK 4 NORTH RANGE 6W NEW WESTMINSTER DISTRICT PLAN 11330				
PID		8139	8,752	813.9	8,752
LAND USE	SINGLE FAMILY DWELLING			TOWNHOUSE	
DEVELOPER	RESIDENTIAL			NO CHANGE	
DESIGN	RS1E			RTH1	
NO. OF DWELLINGS	1			4	
REQUIRED / ALLOWED		REQUIRED / ALLOWED		PROPOSED	
		METRIC (M <sup>2</sup> /M)	IMPERIAL (F/SF)	METRIC (M <sup>2</sup> /M)	IMPERIAL (F/SF)
FLOOR AREA RATIO (FAR)		610.44	6,571	610.36	6,563
FLOOR AREA TOTAL					
LOT COVERAGE		585.26	6,286	585.26	6,286
LOT COVERAGE (MAX)		585.26	6,286	585.26	6,286
LOT POS. SURFACE		585.26	6,286	585.26	6,286
LOT POS. SURFACE (MAX)		585.26	6,286	585.26	6,286
LIVE PLANT (20% MIN.)		162.78	1,750	208.79	2,245
SETBACK-FRONT YARD		4.5M	14'-0"	4.5M	14'-0"
SETBACK-SIDE YARD (NORTH)		2M	6'-0"	2.3M	7'-6"
SETBACK-SIDE YARD (SOUTH)		2M	6'-0"	2M	6'-0"
SETBACK-REAR YARD		3M	9'-10"	4.5M	14'-0"
HEIGHT (FLAT ROOF)		12M	3 STOREY	11.3M	3 STOREY
LOT SIZE		813.9	8,752	813.9	8,752
OFF-STREET PARKING TOTAL		7		7	
OFF-STREET ACCESSIBLE		0		0	
TANDEM PARKING SPACES		0		0	
SIDE BY SIDE PARKING SPACES		0		0	
OFF-STREET PARKING VISITOR		1		4	
CLASS 1 BICYCLE SPACE		1		8	
CLASS 2 BICYCLE SPACE		258		1	
AMENITY SPACE - OUTDOOR		MIN. 8 SM/UNIT=245M <sup>2</sup>		25.85	278.00
AMENITY SPACE - INDOOR		MIN. 70 SM OR CASH IN LIU OF \$1000.00/UNIT		CASH IN LIU	
ADDITIONAL LANDSCAPE OUTDOOR:		87.5		101.4	1,090.00
(10% OF NET SITE AREA)					
GENERAL NOTES: AGING IN PLACE FEATURES ARE PROPOSED IN ALL UNITS OF THE PROJECT. ONE CONVERTIBLE UNIT IS PROPOSED. ALL UNITS IN THIS PROJECT MUST MEET THE REQUIREMENTS OF THE SOLAR HOT WATER READY REGULATION PROJECT WILL ACHIEVE ENERGY 82 RATING					

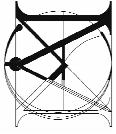
THE PROJECT COMPLIANCE WITH FLOOD PLAIN DESIGNATION AND PROTECTION BYLAW:  
NO AREA BELOW THE FCL WILL BE USED FOR THE INSTALLATION OF FURNACES OR OTHER FIXED EQUIPMENT  
SUSCEPTIBLE TO DAMAGE BY FLOOD WATER.

THIS PROJECT WILL BE BUILT BASED ON ENERGY STEP CODE STEP 3 WITH LCES

- 1) ABOVE GRADE WALLS : 2X6@16- R-24 INSULATION
- 2) FLAT ROOF : R-40 INSULATION
- 3) FLOOR OVER UNHEATED SPACE : R-28 INSULATION
- 4) SLAB ON GRADE : R-12 BELOW THE SLAB
- 5) ACH : 2.5 OR LESS @ 50 PA
- 6) WINDOWS : U-VALUE 1.20 OR LOWER AND SHGC 0.30 OR HIGHER
- 7) HEATING SYSTEM : AIR SOURCE HEATPUMP
- 8) DOMESTIC HOT WATER - ELECTRIC



CURRENT CONDITION OF BUILDING ON SITE: VACANT HOUSE



MATTHEW  
CHENG  
ARCHITECT INC.

116-202-730 EVANS AVENUE  
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Revision:

RE	YY-MM--	DESCRIPTION	DRWN	CHK
✓	00			
Consultant				

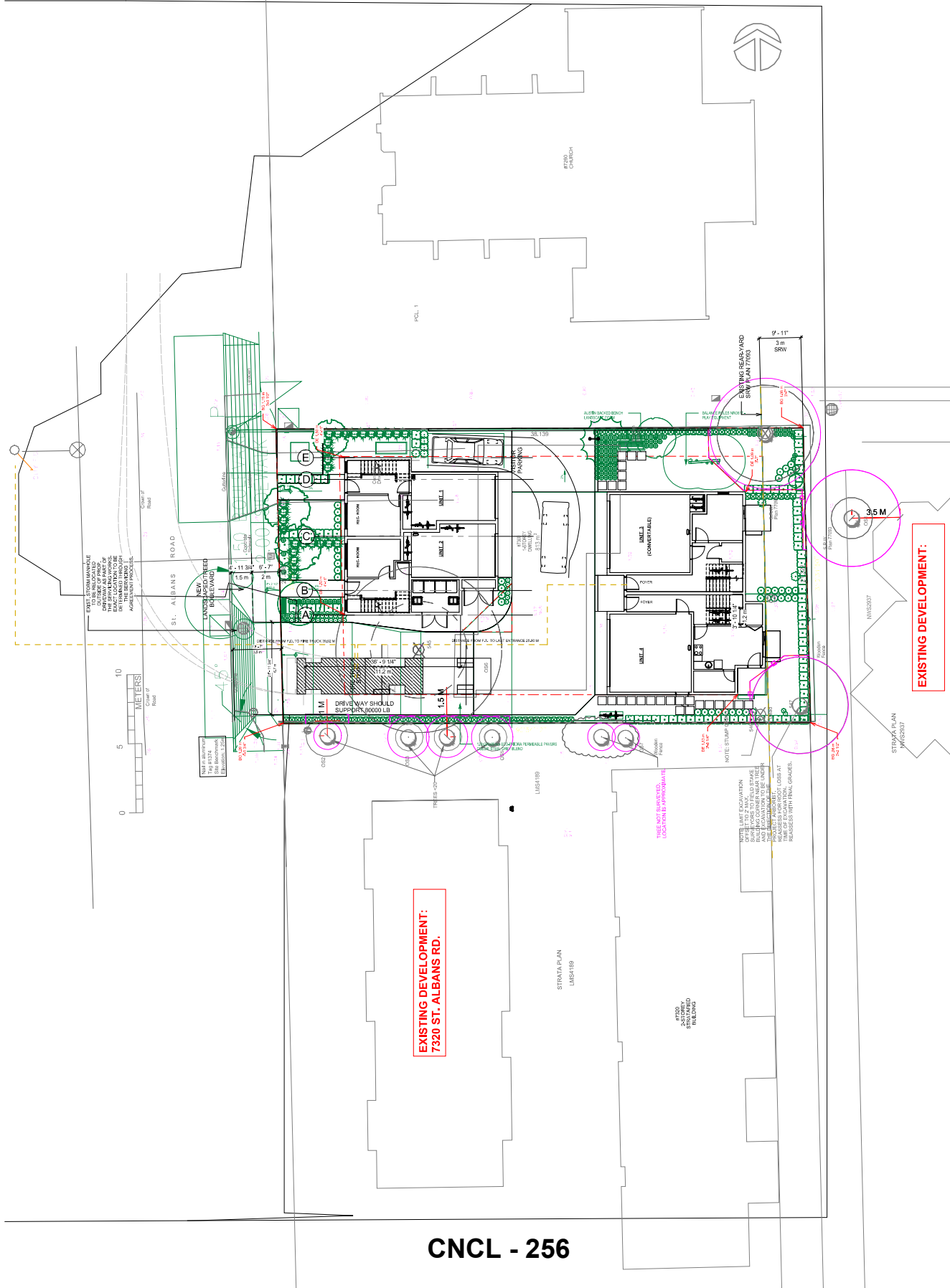
Project  
Title  
4 UNIT  
TOWNHOUSE  
DEVELOPMENT

7300 ST. ALBANS ROAD  
RICHMOND, BC

CONTEXT PLAN

Drawn	BK
Checked	MC
Scale	1" = 10'-0"
Project Number	
Revision Number	
Revision Date	

Doc. No.  
A001







Unit 202 - 670 EVANS AVENUE  
/ANCOUVER, BC V6A 2K9  
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Revision:

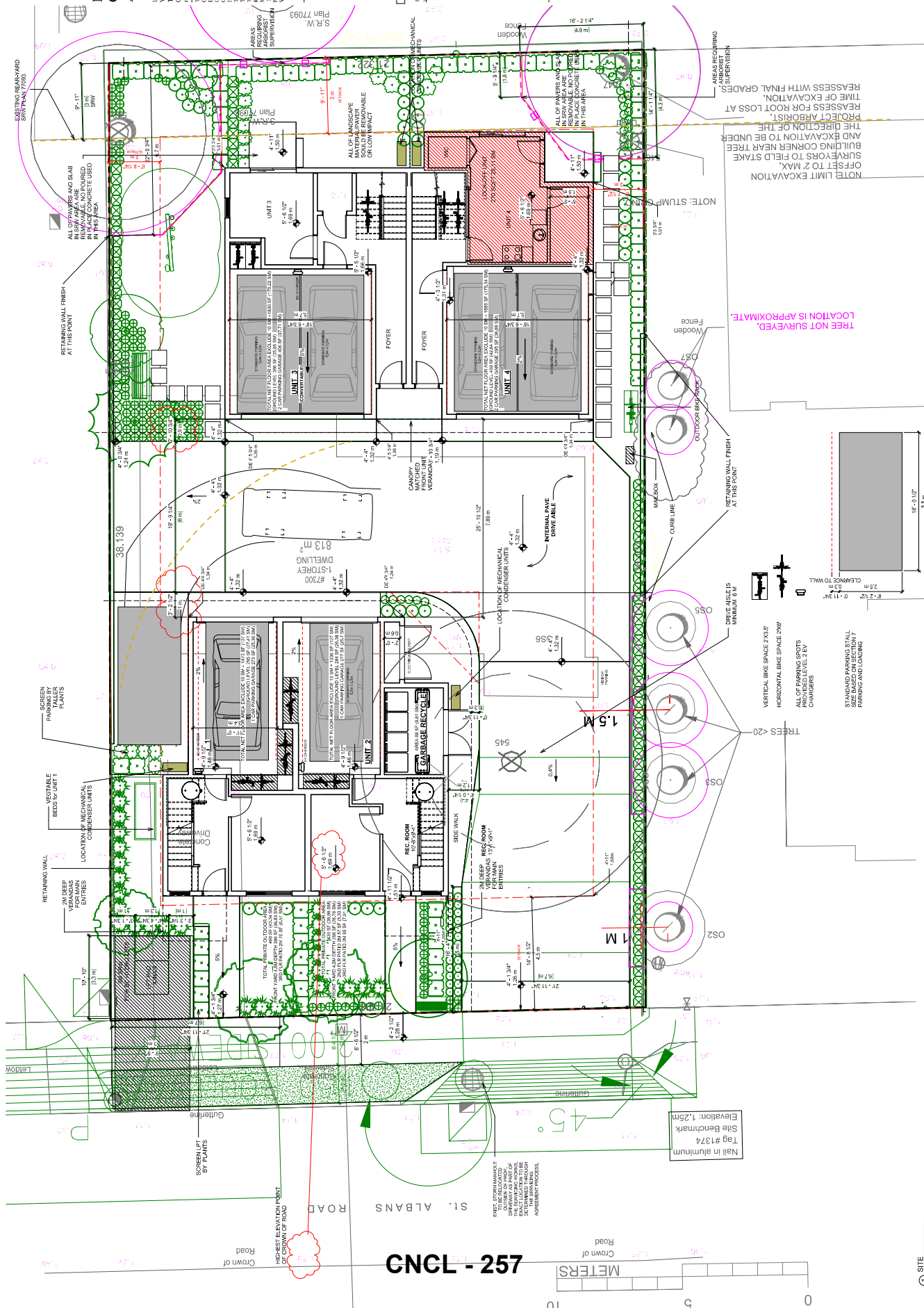
DATE	YY-MM-DD	DESCRIPTION	DRAWN	CHK

Project  
Title  
**4 UNIT  
TOWNHOUSE  
DEVELOPMENT**

7300 ST. ALBANS ROAD  
RICHMOND, BC

# THE SITE PLAN

Draw	BK
Checked	MC
Scale	3/16" = 1'-0"
Project Number	
Revision Date	Desg. No.
Date 1	A002
Print Date	8/15/2023 1:01:45 PM





Unit 202 - 670 EVANS AVENUE  
/ ANCOUVER, BC V6A 2K9  
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Revision:

DATE	YY-MM-DD	DESCRIPTION	DRAWN	CHECK
Consultant				

Project  
Title

7300 ST. ALBANS ROAD  
RICHMOND, BC

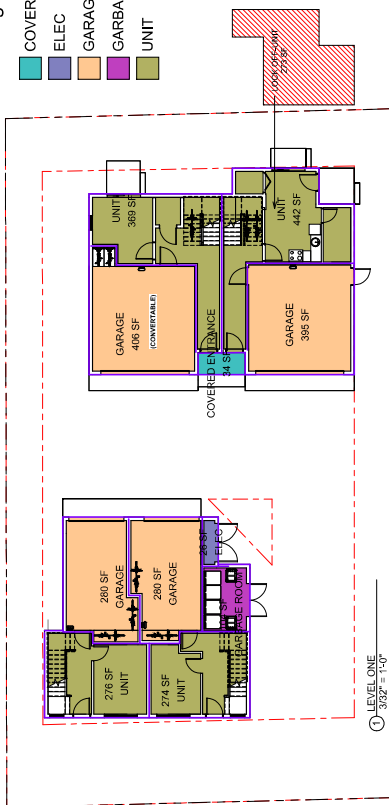
## FSR CALCULATION

Draw n.	BK
Checked :	MC
Scale e.	3/32" = 1'-0"
Project Number: <b>Project Number</b>	
Revision Date:	Disc. No. :

A003

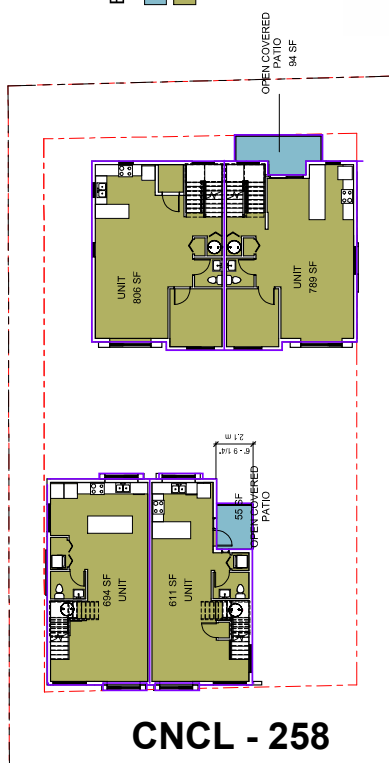
### Building Area Legend

- COVERED ENTRANCE  
ELEC  
GARAGE  
GARBAGE ROOM  
UNIT



### Building Area Legend

- UNIT  
OPEN COVERED PATIO



## GROSS FLOOR AREA (SF)

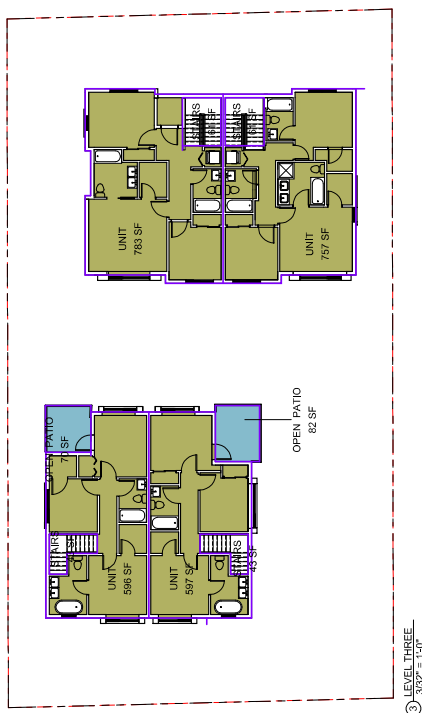
TOWNHOUSE	GROSS FLOOR AREA, (SF)						Total Floor Area
	Ground Floor	GROUND FLOOR EXCEPT 10 M	SECOND	THIRD	GARAGE	Total Floor Area	
TOWNHOUSE BLDG 1	1361					6563.44	610.40
UNIT 101	276	168.36	694	596	280	1458.36	135.63
UNIT 102	274	166.36	611	557	280	1374.36	127.82
UNIT 103	369	261.36	806	783	406	1850.36	172.08
UNIT 104	442	334.36	789	757	395	1880.36	174.87

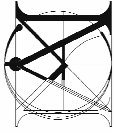
TOTAL GFA		5563.44	510.40
FSR		0.75	

**SITE AREA**  
**Total FLOOR AREA AFTER EXCLUSION**

8751.82	813.92
6563.44	610.40

133	12.37
-----	-------





MATTHEW  
CHENG  
ARCHITECT INC.

118-309-730 (V) VANS AVENUE  
VANCOUVER, BC V6A 3K9  
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Revision:

RE	DATE	DESCRIPTION	BY	CHK
1	11-04-18	As Issued	MC	MC

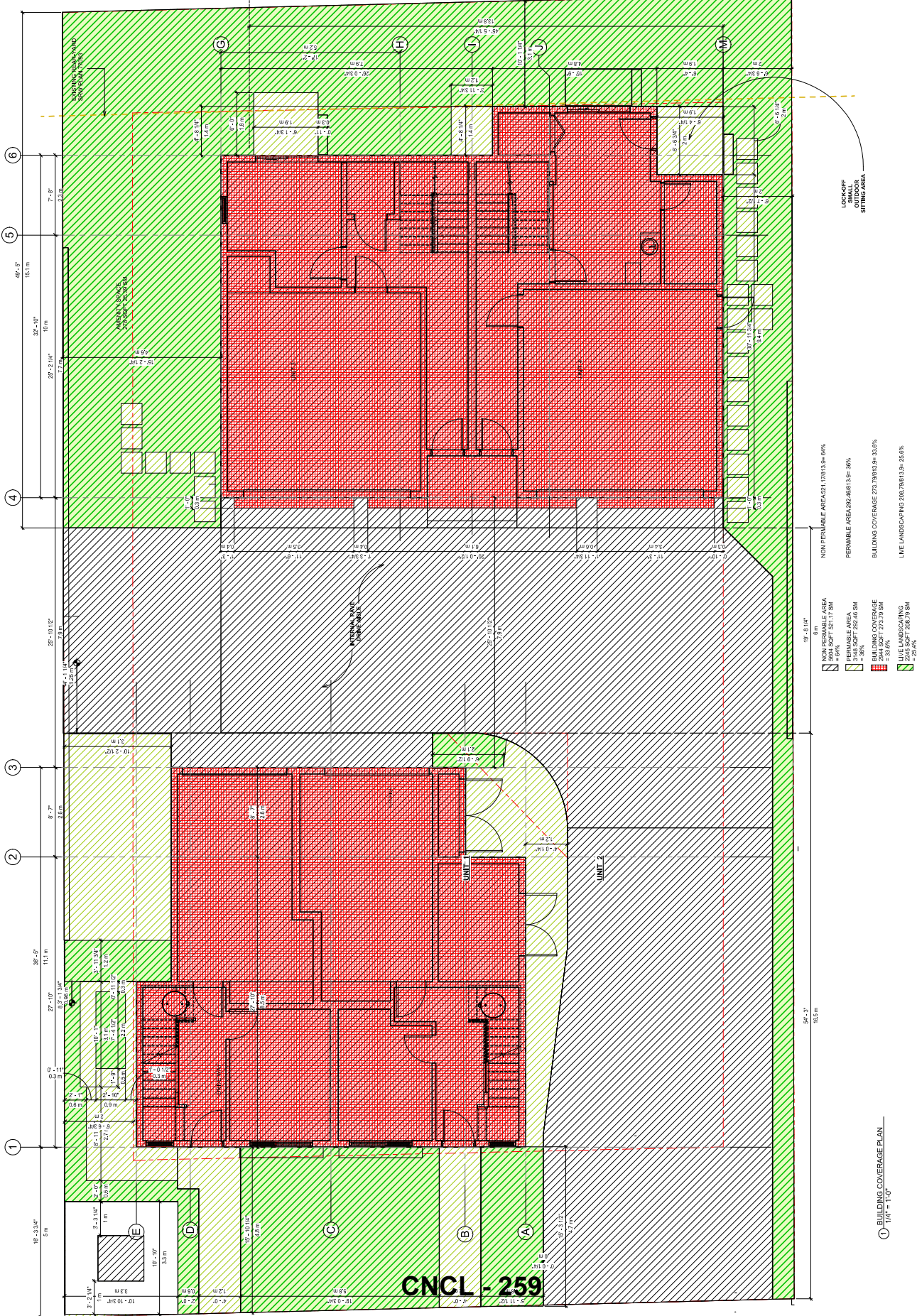
Project  
Type  
4 UNIT  
TOWNHOUSE  
DEVELOPMENT

7300 ST. ALBANS ROAD  
RICHMOND, BC

Sheet  
Title  
BUILDING  
COVERAGE  
PLAN

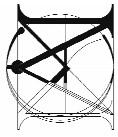
Drawn By MC	Author
Checked By MC	Checker
Scale 1/4" = 1'-0"	
Project Number	
Revision Date	

Print Date  
11/22/2018 1:02:11 PM  
A009









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ARCHITECT INC.

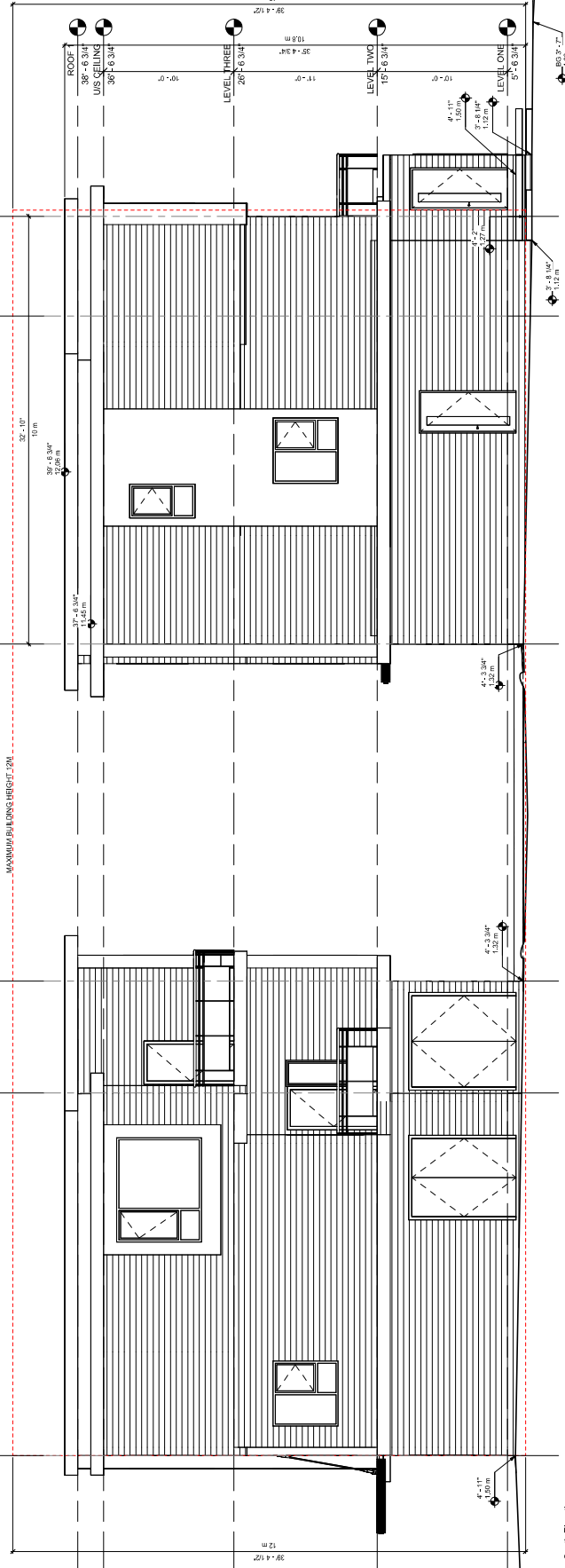
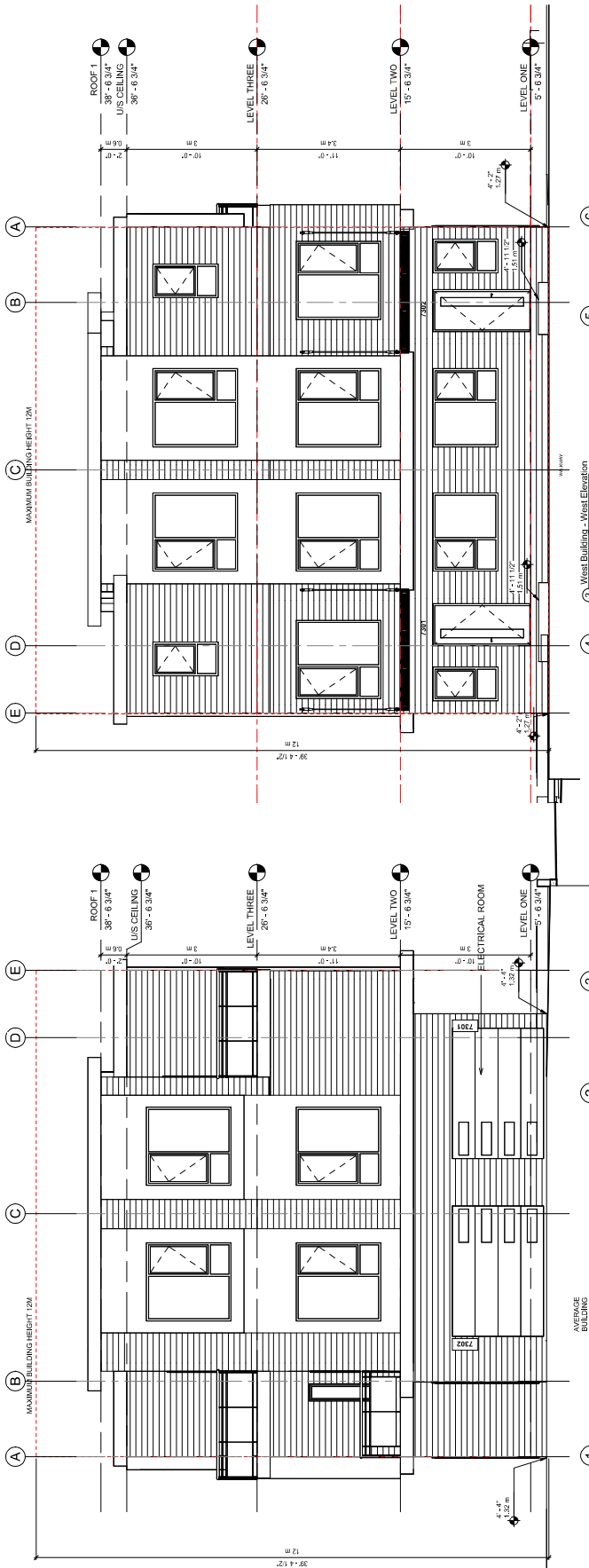
1155-202-730 ST. ALBANS AVENUE  
VANCOUVER, BC V6A 3K9  
Tel: (604) 731-3012 Fax: (604) 731-3908  
Cell: (604) 694-9606 / Email:

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Revision:

RE	DATE	DESCRIPTION	BY	CHK
1	11-04-16	Issued for Construction	MC	MC

CNCL - 261



① South Elevation  
1/4" = 1'-0"  
THE PROJECT COMPLIES WITH FLOOD PLAIN DESIGNATION AND PROTECTION BY-LAW.  
NO AREA BELOW THE FCL WILL BE USED FOR THE INSTALLATION OF FURNACES OR OTHER FIXED EQUIPMENT SUSCEPTIBLE TO DAMAGE BY FLOOD WATER.

Project Title  
**4 UNIT  
TOWNHOUSE  
DEVELOPMENT**

7300 ST. ALBANS ROAD  
RICHMOND, BC

Client  
**West Building  
Elevations &  
South Elevation**

Drawn By	BK
Checked By	MC
Scale	1/4" = 1'-0"
Project Number	
Revision Date	

Sheet No.  
**A302**





PLANT LIST

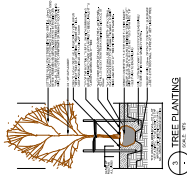


KEY	QTY	SPACING	COMMON NAME	SIZE	SPACING COMMENTS
1	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
2	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
3	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
4	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
5	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
6	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
7	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
8	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
9	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
10	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT

GROUND COVER PLANTING



KEY	QTY	SPACING	COMMON NAME	SIZE	SPACING COMMENTS
1	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
2	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
3	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
4	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
5	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
6	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
7	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
8	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
9	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
10	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT



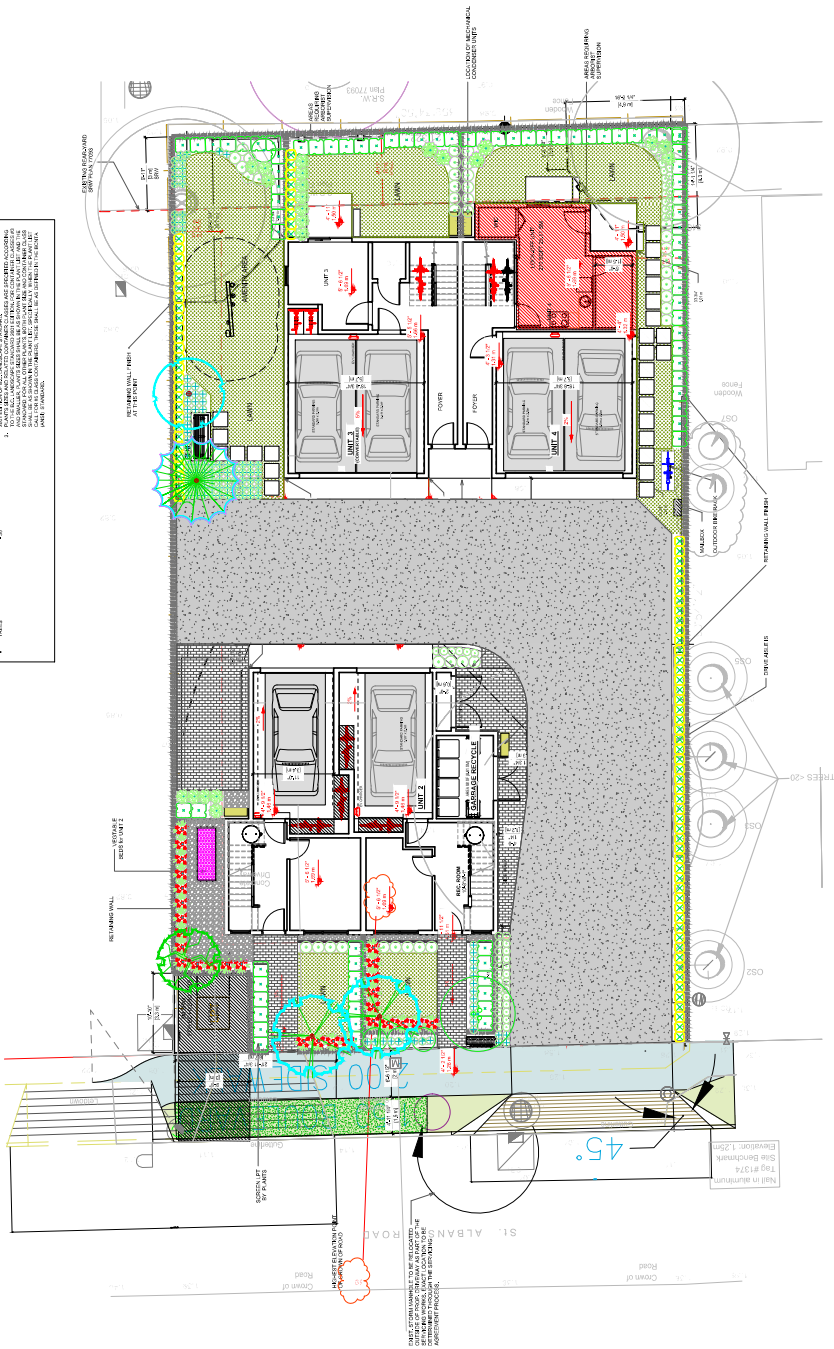
TREE PLANTING

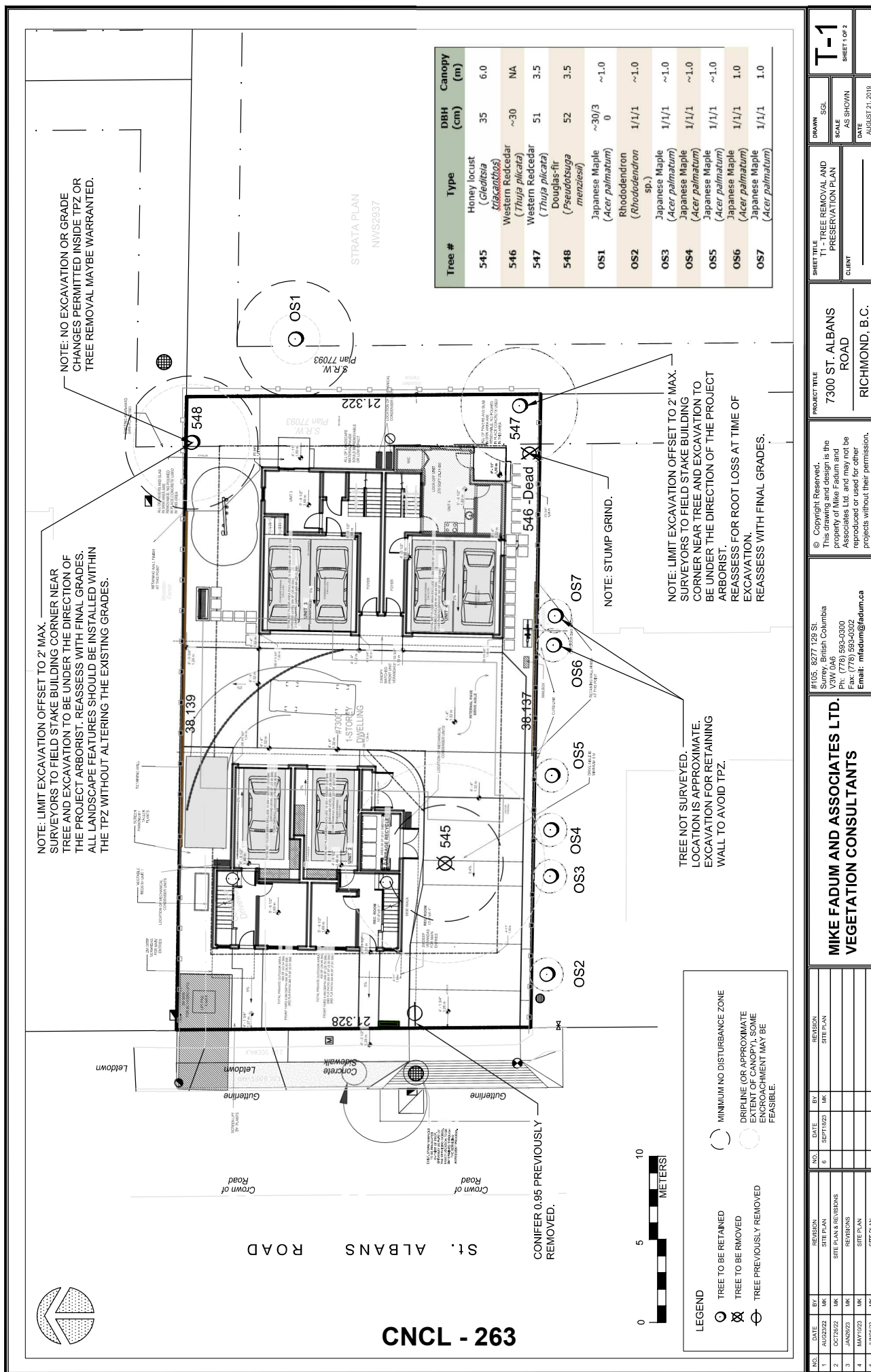
SHRUB PLANTING

KEY	QTY	SPACING	COMMON NAME	SIZE	SPACING COMMENTS
1	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
2	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
3	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
4	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
5	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
6	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
7	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
8	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
9	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT
10	1	10' x 10'	PERSEA SPINOSA (MAGNOLIA)	10' x 10'	PLANT IN CENTER OF LOT

NOTES

1. ALL PLANTS TO BE PLANTED BY THE END OF THE CONSTRUCTION PERIOD.
2. ALL PLANTS TO BE PLANTED BY THE END OF THE CONSTRUCTION PERIOD.
3. ALL PLANTS TO BE PLANTED BY THE END OF THE CONSTRUCTION PERIOD.
4. ALL PLANTS TO BE PLANTED BY THE END OF THE CONSTRUCTION PERIOD.
5. ALL PLANTS TO BE PLANTED BY THE END OF THE CONSTRUCTION PERIOD.
6. ALL PLANTS TO BE PLANTED BY THE END OF THE CONSTRUCTION PERIOD.
7. ALL PLANTS TO BE PLANTED BY THE END OF THE CONSTRUCTION PERIOD.
8. ALL PLANTS TO BE PLANTED BY THE END OF THE CONSTRUCTION PERIOD.
9. ALL PLANTS TO BE PLANTED BY THE END OF THE CONSTRUCTION PERIOD.
10. ALL PLANTS TO BE PLANTED BY THE END OF THE CONSTRUCTION PERIOD.









**Address:** 7300 St Albans Road

**File No.:** RZ 21-943417

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10494, the developer is required to complete the following:**

1. The submission and processing of a Development Permit\* completed to a level deemed acceptable by the Director of Development.
2. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs. The Landscape Plan should:
  - comply with the guidelines of the OCP's Arterial Road Policy and should not include hedges along the front property line;
  - include a mix of coniferous and deciduous trees;
  - include the dimensions of tree protection fencing as illustrated on the Tree Retention Plan attached to this report; and
  - include the five (5) required replacement trees with the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
5	8 cm		4 m

3. City acceptance of the developer's offer to voluntarily contribute \$2,250.00 to the City's Tree Compensation Fund for the planting of the remaining three (3) replacement trees within the City. The contribution may be subject to change if additional replacement planting is accommodated at Development Permit stage.
4. 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.
5. Submission of a Tree Survival Security to the City in the amount of \$20,000.00 for the two (2) trees (Tree #547 & 548) to be retained.
6. Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.
7. Registration of a flood indemnity covenant on title.
8. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until one secondary suite of a minimum one-bedroom and being of a minimum size of 25 m<sup>2</sup> (270 ft<sup>2</sup>) is constructed as part of the townhouse development, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.
9. Registration of a restrictive covenant prohibiting (a) the imposition of any strata bylaw that would prohibit any residential dwelling unit from being rented; and (b) the imposition of any strata bylaw that would place age-based restrictions on occupants of any residential dwelling unit.
10. Registration of a legal agreement on title stipulating that the development is subject to potential impacts due to other development that may be approved within the City Centre including without limitation, loss of views in any direction, increased shading, increased overlook and reduced privacy, increased ambient noise and increased levels of night-time ambient light, and requiring that the owner provide written notification of this through the disclosure statement to all initial purchasers, and erect signage in the initial sales centre advising purchasers of the potential for these impacts.
11. City acceptance of the developer's voluntary contribution in the amount of \$2,975.68 (i.e. \$0.34/ft<sup>2</sup> of buildable area, excluding affordable housing) to future City community planning studies, as set out in the City Centre Area Plan.
12. Contribution of \$2,066.00 per dwelling unit (e.g. \$8,264.00) in-lieu of on-site indoor amenity space.

13. City acceptance of the developer's offer to voluntarily contribute \$18.00 per buildable square foot (e.g. \$118,152.00) to the City's affordable housing fund.
14. Enter into a Servicing Agreement\* for the design and construction of engineering infrastructure improvements. A Letter of Credit or cash security for the value of the Service Agreement works, as determined by the City, will be required as part of entering into the Servicing Agreement. Works include, but may not be limited to:
- a) Water Works
- (1) Using the OCP model, there is 197.0 L/s of water available at a 20 psi residual at the St Albans Road frontage. Based on the proposed development, the site requires a minimum fire flow of 220.0 L/s.
  - (2) At the Developer's cost, the Developer is required to:
    - (a) Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.
    - (b) Upgrade the existing 150mm water main to 200mm on St Albans Road. The exact length of the upgrade will be determined during the Servicing Agreement design process.
    - (c) Review hydrant spacing on all road frontages and install new fire hydrants as required to meet City spacing requirements for the proposed land use.
    - (d) Provide a right-of-way for the water meter. Minimum right-of-way dimensions to be the size of the meter box (from the City of Richmond supplementary specifications) + any appurtenances (for example, the bypass on W2o-SD) + 0.5 m on all sides.
    - (e) Cut, cap and remove the existing water service connection fronting St Albans Rd.
    - (f) Install a new water connection complete with a water meter assembly to service the lot.
  - (3) At Developer's cost, the City will:
    - (a) Complete all tie-ins for the proposed works to existing City infrastructure.
- b) Storm Sewer Works
- (1) At Developer's cost, the Developer is required to:
    - (a) Provide an erosion and sediment control plan for all on-site and off-site works, to be reviewed as part of the servicing agreement design.
    - (b) Upgrade the existing storm sewer on the St Albans Rd frontage.
    - (c) Inspect the existing storm service connections at the common property lines. If they meet current City standards, are in good condition and have capacity, one of the service connections can be reused. Else, cut and cap both of the existing storm sewer service connections on the St Albans Rd frontage and install a new storm service connection complete with inspection chamber to service the lot. Retain the existing inspection chambers to service 7260 and 7320 St Albans Road.
  - (2) At Developer's cost, the City will:
    - (a) Complete all tie-ins for the proposed works to existing City infrastructure.
- c) Sanitary Sewer Works
- (1) At Developer's cost, the Developer is required to:
    - (a) Not start onsite excavation or foundation construction until completion of rear-yard sanitary works by City crews.
    - (b) Inspect the existing sanitary service connection near the east property line of the site. If it meets current City standards, is in good condition and has capacity, the service connection can be reused. Else, replace the sanitary service connection via the Servicing Agreement.
  - (2) At Developer's cost, the City will:
    - (a) Complete all tie-ins for the proposed works to existing City infrastructure.
- d) Street Lighting
- (1) At the Developer's cost, the Developer is required to review street lighting levels along the St. Albans Road frontage, and upgrade as required.



e) Frontage Improvements

(1) At the Developer's cost, the development is required to:

- (a) From west to east behind the existing curb and gutter, provide new landscaped/treed boulevard (minimum 1.5 m wide) and a concrete sidewalk (minimum 2 m wide).

f) General Items

(1) At Developer's cost, the Developer is required to:

(a) Coordinate with BC Hydro, Telus and other private communication service providers:

- (i) To pre-duct for future hydro, telephone and cable utilities along all road frontages.  
(ii) Before relocating/modifying any of the existing power poles and/or guy wires within the property frontages.  
(iii) To underground overhead service lines.

(b) Locate/relocate all above ground utility cabinets and kiosks required to service the proposed development and proposed undergrounding works, and all above ground utility cabinets and kiosks located along the development's frontages, within the development's site (see list below for examples). A functional plan showing conceptual locations for such infrastructure shall be included in the development design review process. Please coordinate with the respective private utility companies and the project's lighting and traffic signal consultants to confirm the requirements (e.g., statutory right-of-way dimensions) and the locations for the aboveground structures. If a private utility company does not require an aboveground structure, that company shall confirm this via a letter to be submitted to the City. The following are examples of statutory right-of-ways that shall be shown on the architectural plans/functional plan, the servicing agreement drawings, and registered prior to SA design approval:

- BC Hydro PMT – 4.0 x 5.0 m
- BC Hydro LPT – 3.5 x 3.5 m
- Street light kiosk – 1.5 x 1.5 m
- Traffic signal kiosk – 2.0 x 1.5 m
- Traffic signal UPS – 1.0 x 1.0 m
- Shaw cable kiosk – 1.0 x 1.0 m
- Telus FDH cabinet – 1.1 x 1.0 m

(c) Not encroach into City rights-of-ways with any proposed trees, retaining walls, or other non-removable structures. Retaining walls proposed to encroach into rights-of-ways must be reviewed by the City's Engineering Department.

(d) Enter into, if required, additional legal agreements, as determined through the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

15. Payment of all fees in full for the cost associated with the Public Hearing Notices, consistent with the City's Consolidated Fees Bylaw No 8636, as amended.

**Prior to a Development Permit\* being forwarded to the Development Permit Panel for consideration, the developer is required to:**

1. Complete an acoustical and thermal report and recommendations prepared by an appropriate registered professional, which demonstrates that the interior noise levels and noise mitigation standards comply with the City's Official Community Plan and Noise Bylaw requirements. The standard required for air conditioning systems and their alternatives (e.g. ground source heat pumps, heat exchangers and acoustic ducting) is the ASHRAE 55-2004 "Thermal Environmental Conditions for Human Occupancy" standard and subsequent updates as they may occur. Maximum interior noise levels (decibels) within the dwelling units must achieve CMHC standards follows:

Portions of Dwelling Units	Noise Levels (decibels)
Bedrooms	35 decibels
Living, dining, recreation rooms	40 decibels
Kitchen, bathrooms, hallways, and utility rooms	45 decibels

2. Complete a proposed townhouse energy efficiency report and recommendations prepared by a Certified Energy Advisor which demonstrates how the proposed construction will meet or exceed the required BC Energy Step Code and/or Zero Carbon Code, in compliance with the City's Official Community Plan and Building Regulation Bylaw No. 7230.

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

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. Incorporation of accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
3. If applicable, payment of latecomer agreement charges, plus applicable interest associated with eligible latecomer works.
4. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

**Note:**

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

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

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

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- 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 10494 (RZ 21-943417)  
7300 St. Albans 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 **“HIGH DENSITY TOWNHOUSES (RTH1)”**.

P.I.D. 012-059-137

North Half North Half Lot 20 Block “C” Section 16 Block North Range 6 West New Westminster District Plan 1262

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 10494”**.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

_____
_____
_____
_____
_____
_____



\_\_\_\_\_  
MAYOR

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



# City of Richmond

## Report to Committee

**To:** Planning Committee **Date:** September 7, 2023  
**From:** Kim Somerville **File:** 08-4057-05/2023-Vol 01  
Director, Community Social Development  
**Re:** **Housing Agreement Bylaw No. 10484 to Permit the City of Richmond to Secure Affordable Units on City-owned land at 4831 Steveston Highway as part of the Rapid Housing Initiative partnership**

### Staff Recommendation

That Housing Agreement (4831 Steveston Highway) Bylaw No. 10484 to permit the City to enter into a Housing Agreement substantially in the form attached hereto, in accordance with the requirements of Section 483 of the *Local Government Act*, to secure the affordable housing units required by Rezoning Application RZ 23-018081, be introduced and given first, second, and third readings.

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

Att. 1

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

## Staff Report

### Origin

The purpose of this report is to recommend that City Council adopt Housing Agreement Bylaw No. 10484 to secure the 25 housing units being proposed at 4831 Steveston Highway (Attachment 1) on City-owned land as affordable housing in perpetuity. The proposed 25 unit affordable housing development is the result of the Rapid Housing Initiative partnership between the City of Richmond, the Canada Mortgage and Housing Corporation (CMHC), BC Housing, and Turning Point Housing Society. As part of the partnership, the City of Richmond is providing City-owned land through a long-term ground lease, and CMHC and BC Housing are providing funding. The building will be operated by Turning Point Housing Society, an experienced non-profit organization with a long-standing connection to Richmond.

The applicant, Anthony Boni (Boni Maddison Architects) has applied to the City for a Rezoning Application (RZ 23-018081) to develop a three-storey affordable housing building with 25 units on City-owned land as part of the Rapid Housing Initiative partnership. The rezoning bylaw associated with the proposed development received third reading following the public hearing held on September 5, 2023. The adoption of Housing Agreement Bylaw No. 10484 is required in order to secure the units associated with the subject development as affordable housing units in perpetuity.

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

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

*2.2 Develop and implement innovative and proactive solutions that encourage a range of housing options and prioritize affordability.*

This report is also consistent with the City of Richmond's Affordable Housing Strategy 2017–2027, including:

*Strategic Direction #2: Maximize the use of City resources and financial tools*

### Analysis

The subject development proposes the construction of a 100% affordable rental housing building that consists of 25 units in a three-storey building on City-owned land, as part of the Rapid Housing Initiative partnership between the City, CMHC, BC Housing, and Turning Point Housing Society. The proposed rental dwelling units will provide a source of affordable housing to low-and-moderate income individuals and households who otherwise would be experiencing a high degree of housing need. The target tenant demographic for the development is women, and women with children. Turning Point Housing Society will be responsible for managing the tenant application process, and priority access will be provided to Richmond residents.

The maximum household income of tenants will be set according to BC Housing's Housing Income Limit Report. BC Housing's Housing Income Limit Report is an annual publication that includes



the household income for eligibility in many affordable housing programs. In accordance with the CMHC Rapid Housing Initiative Agreement, rental rates will be based on rent-g geared-to-income affordability where tenants pay less than 30 per cent of their monthly household income toward rent. This is consistent with the City's Affordable Housing Strategy, which defines affordable housing as housing whereby tenants pay no more than 30 per cent of their gross income towards all housing costs. The affordable housing units are proposed to be delivered as shown in Table 1.

Table 1: Proposed Unit Details

Unit Type	Minimum Unit Area	Max. Monthly Unit Rent	Total Max. Household Income	# of Units	Basic Universal Housing Features
Studio	30.7 m <sup>2</sup> (330.5 ft <sup>2</sup> )	Rent-Geared-to-Income*	\$58,000**	15 (60%)	4
2-BR	76.6 m <sup>2</sup> (824.5 ft <sup>2</sup> )		\$72,000**	10 (40%)	10
<b>TOTAL</b>				<b>25</b>	<b>14 (56%)</b>

\*Whereby tenants pay less than 30% of their gross monthly income toward rent.

\*\*Based on BC Housing's Housing Income Limit Report, to be updated annually. Amounts shown based on 2023 Housing Income Limit Report.

The proposed unit mix includes 15 studio units and 10 two-bedroom units. Two of the two-bedroom units are proposed to be fully wheelchair accessible units.

The Housing Agreement restricts monthly rental rates based on tenant incomes, ensures tenants do not exceed maximum annual household income limits, and secures the units as affordable housing in perpetuity.

The Housing Agreement specifies that occupants of the affordable housing units shall have unlimited access to dedicated indoor and outdoor amenity space. Affordable housing tenants will not be charged any additional costs over and above their rent (i.e. move in/move out or parking fees). In order to ensure that the units are being managed according to the terms outlined in the Housing Agreement, the Housing Agreement permits the City to conduct a statutory declaration process no more than once a year. Through the statutory declaration process, City staff work with property managers to review current tenants' household incomes and other information.

BC Housing, as the future leaseholder of the land, and Turning Point Housing Society, as the future housing operator, have agreed to the terms and conditions of the Housing Agreement.

### Financial Impact

None.

### Conclusion

In accordance with the *Local Government Act* (Section 483), adoption of Bylaw No. 10484 is required to permit the City to enter into a Housing Agreement. Together with a Housing Covenant,

September 7, 2023

- 4 -

the Housing Agreement will act to secure the proposed 25 affordable housing units in association with Rezoning Application RZ 23-018081 on title in perpetuity.

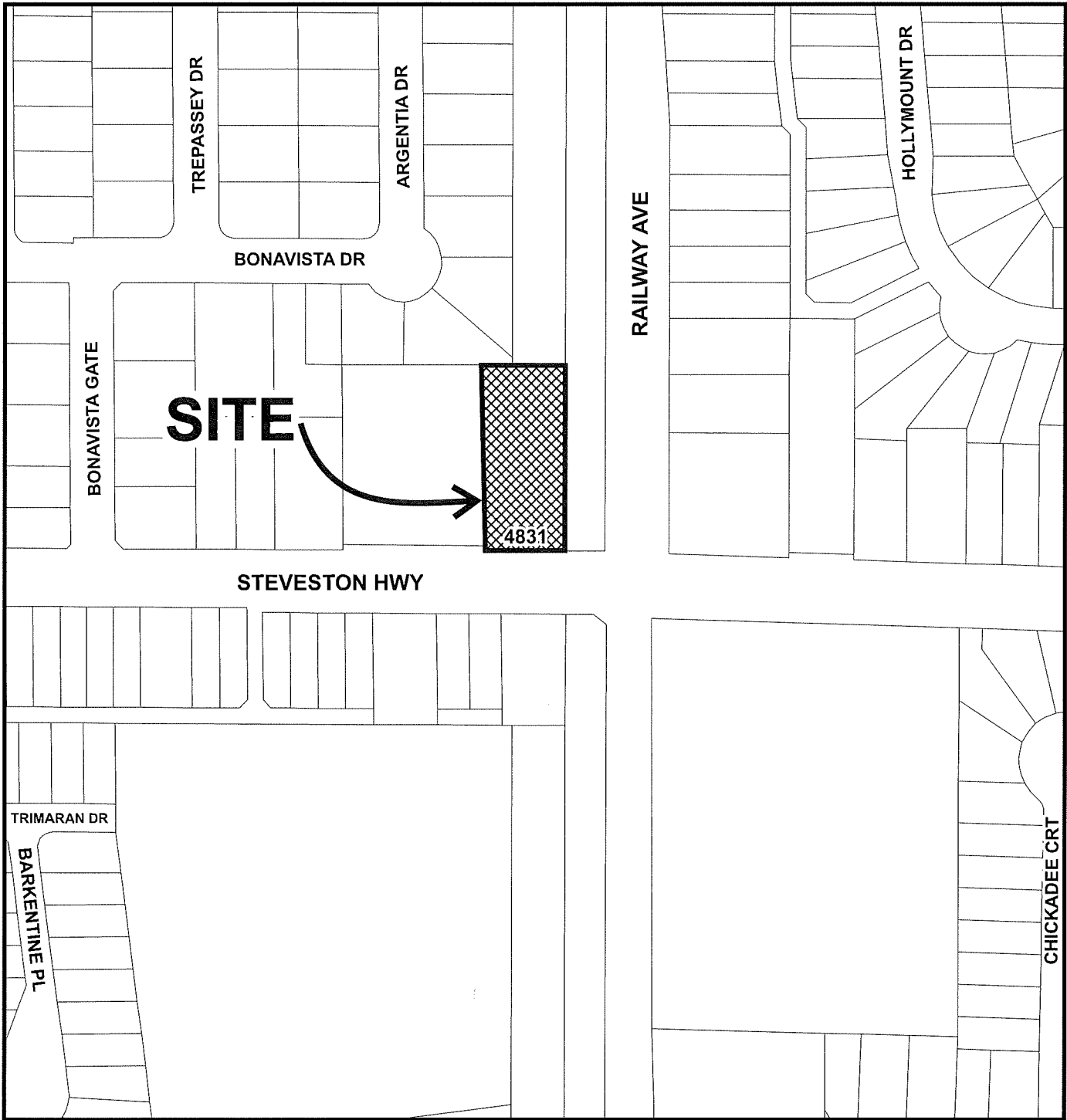
A handwritten signature in black ink, appearing to read 'Kim Somerville', with a long horizontal flourish extending to the right.

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

Att. 1: Map of 4831 Steveston Highway



# City of Richmond



4831 Steveston Hwy

Original Date: 07/31/23  
Revision Date:  
Note: Dimensions are in METRES



**Housing Agreement (4831 Steveston Highway) Bylaw No. 10484**

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: 003-639-771, LOT 65 EXCEPT: PART SUBDIVIDED BY PLAN 47349,  
SECTIONS 35 AND 36 BLOCK 4 NORTH RANGE 7 WEST NWD PLAN  
24405

2. This Bylaw is cited as **“Housing Agreement (4831 Steveston Highway) Bylaw No. 10484”**.



FIRST READING

SECOND READING

THIRD READING

ADOPTED

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

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

\_\_\_\_\_  
MAYOR

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

Bylaw 10484

Schedule A

**To Housing Agreement (4831 Steveston Highway) Bylaw No. 10484**

HOUSING AGREEMENT BETWEEN CITY OF RICHMOND AND BRITISH COLUMBIA  
HOUSING MANAGEMENT COMMISSION AND PROVINCIAL RENTAL HOUSING  
CORPORATION AND CITY OF RICHMOND



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

**THIS AGREEMENT** is dated for reference \_\_\_\_ day of September, 2023.

**BETWEEN:**

**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 “**Owner**”)

**AND:**

**BRITISH COLUMBIA HOUSING MANAGEMENT**  
**COMMISSION**, having its offices at 1701 - 455 Kingsway,  
Burnaby, BC V5H 4V8

(the “**Commission**”)

**AND:**

**PROVINCIAL RENTAL HOUSING CORPORATION**, having  
its offices at 1701 - 455 Kingsway, Burnaby, BC V5H 4V8

(“**PRHC**”)

**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. Capitalized terms used in these Recitals and in this Agreement shall have the meanings ascribed in Section 1.1;
- B. Section 483 of the *Local Government Act* permits the City to enter into and, by legal notation on title, note on title to lands, housing agreements which may include, without limitation, conditions in respect to the form of tenure of housing units, availability of

Housing Agreement (Section 483 *Local Government Act*)  
4831 Steveston Hwy  
Application No. RZ 23-018081 Bylaw No. 10478  
RZ Consideration #5,6,7

housing units to classes of persons, administration of housing units and rent which may be charged for housing units;

- C. The Owner is the owner of the Lands (as hereinafter defined);
- D. The parties intend that the Owner and PRHC will enter into a ground lease (the “**Lease**”) pursuant to which the Owner will lease the Lands to PRHC for the construction, maintenance, and operation of the Development. PHRC will in turn enter into an operating agreement for the Development with the Commission and a non-profit operator; and
- E. The Owner and the City wish to enter into this Agreement (as herein defined) to provide for affordable housing on the terms and conditions set out in this Agreement,

**NOW THEREFORE** 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:

## **ARTICLE 1 DEFINITIONS AND INTERPRETATION**

1.1 In this Agreement the following words have the following meanings:

- (a) “**Affordable Housing Strategy**” means the Richmond Affordable Housing Strategy approved by the City on March 12, 2018, and containing a number of recommendations, policies, directions, priorities, definitions and annual targets for affordable housing, as may be amended or replaced from time to time;
- (b) “**Affordable Housing Unit**” means a Dwelling Unit or Dwelling Units designated as such in accordance with a building permit and/or development permit issued by the City and/or, if applicable, in accordance with any rezoning consideration applicable to the development on the Lands and includes, without limiting the generality of the foregoing, the Dwelling Unit charged by this Agreement;
- (c) “**Agreement**” means this agreement together with all schedules, attachments and priority agreements attached hereto;
- (d) “**Building**” means any building constructed, or to be constructed, on the Lands, or a portion thereof, including each air space parcel into which the Lands may be Subdivided from time to time. For greater certainty, each air space parcel will be a Building for the purpose of this Agreement;
- (e) “**Building Permit**” means the building permit authorizing construction on the Lands, or any portion(s) thereof;
- (f) “**City**” means the City of Richmond;

Housing Agreement (Section 483 *Local Government Act*)  
4831 Steveston Hwy  
Application No. RZ.23-018081 Bylaw No. 10478  
RZ Consideration #5,6,7

- (g) **“City Solicitor”** means the individual appointed from time to time to be the City Solicitor of the Law Division of the City, or his or her designate;
- (h) **“Common Amenities”** means all indoor and outdoor areas, recreational facilities and amenities that are designated for common use of all residential occupants of the Development, or all Tenants of Affordable Housing Units in the Development, through the Development Permit process, including without limitation visitor parking, the required affordable housing parking and electric vehicle charging stations, loading bays, bicycle storage, fitness facilities, outdoor recreation facilities, and related access routes;
- (i) **“CPI”** means the All-Items Consumer Price Index for Vancouver, British Columbia, published from time to time by Statistics Canada, or its successor in function;
- (j) **“Daily Amount”** means \$100.00 per day as of January 1, 2019 adjusted annually thereafter by adding thereto an amount calculated by multiplying \$100.00 by the percentage change in the CPI since January 1, 2019, to January 1 of the year that a written notice is delivered to the Owner by the City pursuant to section 6.1 of this Agreement. In the absence of obvious error or mistake, any calculation by the City of the Daily Amount in any particular year shall be final and conclusive;
- (k) **“Development”** means the affordable residential development to be constructed on the Lands;
- (l) **“Development Permit”** means the development permit authorizing development on the Lands, or any portion(s) thereof;
- (m) **“Director, Community Social Development”** means the individual appointed to be the Director, Community Social Development from time to time of the Community Services Department of the City and his or her designate;
- (n) **“Director of Development”** means the individual appointed to be the chief administrator from time to time of the Development Applications Division of the City and his or her designate;
- (o) **“Dwelling Unit”** means a residential dwelling unit or units located or to be located on the Lands whether those dwelling units are lots, strata lots or parcels, or parts or portions thereof, and includes single family detached dwellings, duplexes, townhouses, auxiliary residential dwelling units, rental apartments and strata lots in a building strata plan and includes, where the context permits, an Affordable Housing Unit;
- (p) **“Eligible Tenant”** means a Family having a cumulative annual income at or below the rates for studio and 2-bedroom units, as applicable, established by the Commission for the Housing Income Limits (**“HILs”**), which for the year 2023 are as follows:

Housing Agreement (Section 483 *Local Government Act*)  
 4831 Steveston Hwy  
 Application No. RZ 23-018081 Bylaw No. 10478  
 RZ Consideration #5,6,7

- (i) in respect to a studio unit, \$58,000.00 or less; and
- (ii) in respect to a two-bedroom unit, \$72,000.00 or less;

provided that, commencing February 1, 2024 the annual incomes rates shall be adjusted annually on February 1st of each year this Agreement is in force and effect:

- (iii) in a year for which the Commission has issued updated HILS (*for example the 2023 Report was issued in December 2022*), by increasing the annual incomes to be equal to those set out in the applicable HILS for Richmond, and if Richmond is not listed, for Vancouver; or
- (iv) if the HILS for the year have not been released, by applying a percentage increase equal to the CPI for the period January 1 to December 31 of the immediately preceding calendar year (*for example CPI for January 1 thru December 31, 2023 will apply to 2024*).

If there is a decrease in the incomes set out in the HILS, or the CPI for the period January 1 to December 31 of the immediately preceding calendar year, as applicable pursuant to the above, the annual incomes set-out above for the subsequent year shall remain unchanged from the previous year. In the absence of obvious error or mistake, any calculation by the City of an Eligible Tenant's permitted income in any particular year shall be final and conclusive;

- (q) **“Family”** means:
  - (i) a person;
  - (ii) two or more persons related by blood, marriage or adoption; or
  - (iii) a group of not more than 4 persons who are not related by blood, marriage or adoption.
- (r) **“GST”** means the Goods and Services Tax levied pursuant to the Excise Tax Act, R.S.C., 1985, c. E-15, as may be replaced or amended from time to time;
- (s) **“Housing Covenant”** means the agreements, covenants and charges granted by the Owner to the City (which includes covenants pursuant to section 219 of the Land Title Act) charging the Lands from time to time, in respect to the use and transfer of the Affordable Housing Units;
- (t) **“Interpretation Act”** means the *Interpretation Act*, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;
- (u) **“Land Title Act”** means the *Land Title Act*, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;

- (v) **“Lands”** means certain lands and premises legally described as PID: 003-639-771, LOT 65 EXCEPT: PART SUBDIVIDED BY PLAN 47349, SECTIONS 35 AND 36 BLOCK 4 NORTH RANGE 7 WEST NEW WESTMINSTER DISTRICT PLAN 24405, as may be Subdivided from time to time, and including a Building or a portion of a Building;
- (w) **“Local Government Act”** means the *Local Government Act*, R.S.B.C. 2015, Chapter 1, together with all amendments thereto and replacements thereof;
- (x) **“LTO”** means the New Westminster Land Title Office or its successor;
- (y) **“Owner”** means the party described on page 1 of this Agreement as the Owner and any subsequent owner of the Lands or of any part into which the Lands are Subdivided, and includes any person who is a registered owner in fee simple of an Affordable Housing Unit from time to time;
- (z) **“Permitted Rent”** means an amount equal to (i) less than thirty (30%) percent of the Eligible Tenant’s cumulative annual income, divided by 12 to calculate the monthly rent, or (ii) if the Tenant receives a shelter allowance as a portion of their provincial income assistance, the amount of the shelter allowance. This rent may be adjusted annually in relation to the Tenant’s then current cumulative annual income or any updated value of the received shelter allowance, as applicable. In the absence of obvious error or mistake, any calculation by the City of the Permitted Rent in any particular year shall be final and conclusive;
- (aa) **“Real Estate Development Marketing Act”** means the *Real Estate Development Marketing Act*, S.B.C. 2004, Chapter 41, together with all amendments thereto and replacements thereof;
- (bb) **“Residential Tenancy Act”** means the *Residential Tenancy Act*, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof;
- (cc) **“Residential Tenancy Regulation”** means the Residential Tenancy Regulation, B.C. Reg. 477/2003, together with all amendments thereto and replacements thereof;
- (dd) **“Strata Property Act”** means the *Strata Property Act* S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof;
- (ee) **“Subdivide”** means to divide, apportion, consolidate or subdivide the Lands, or the ownership or right to possession or occupation of the Lands into two or more lots, strata lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise, under the *Land Title Act*, the *Strata Property Act*, or otherwise, and includes the creation, conversion, organization or development of “cooperative interests” or “shared interest in land” as defined in the *Real Estate Development Marketing Act*;



- (ff) **“Tenancy Agreement”** means a tenancy agreement, lease, license or other agreement granting rights to occupy an Affordable Housing Unit; and
- (gg) **“Tenant”** means an occupant of an Affordable Housing Unit by way of a Tenancy Agreement.

1.2 In this Agreement:

- (a) reference to the singular includes a reference to the plural, and *vice versa*, unless the context requires otherwise;
- (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;
- (d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
- (e) any reference to any enactment is to the enactment in force on the date the Owner signs this Agreement, and to subsequent amendments to or replacements of the enactment;
- (f) the provisions of section 25 of the *Interpretation Act* with respect to the calculation of time apply;
- (g) time is of the essence;
- (h) all provisions are to be interpreted as always speaking;
- (i) reference to a "party" is a reference to a party to this Agreement and to that party's respective successors, assigns, trustees, administrators and receivers. Wherever the context so requires, reference to a "party" also includes an Eligible Tenant, agent, officer and invitee of the party;
- (j) reference to a "day", "month", "quarter" or "year" is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the case may be, unless otherwise expressly provided;
- (k) where the word "including" is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word "including"; and
- (l) the terms “shall” and “will” are used interchangeably and both will be interpreted to express an obligation. The term “may” will be interpreted to express a permissible action

## ARTICLE 2 USE AND OCCUPANCY OF AFFORDABLE HOUSING UNITS

- 2.1 The Owner agrees that each Affordable Housing Unit may only be used as a permanent residence occupied by one Eligible Tenant. An Affordable Housing Unit must not be occupied by the Owner, the Owner's family members (unless the Owner's family members qualify as Eligible Tenants), or any tenant or guest of the Owner, other than an Eligible Tenant. For the purposes of this Article, "permanent residence" means that the Affordable Housing Unit is used as the usual, main, regular, habitual, principal residence, abode or home of the Eligible Tenant.
- 2.2 Within 30 days after receiving notice from the City, the Owner must, in respect of each Affordable Housing Unit, provide to the City a statutory declaration, substantially in the form (with, in the City Solicitor's discretion, such further amendments or additions as deemed necessary) attached as Appendix A, sworn by the Owner, containing all of the information required to complete the statutory declaration. The City may request such statutory declaration in respect to each Affordable Housing Unit no more than once in any calendar year; provided, however, notwithstanding that the Owner may have already provided such statutory declaration in the particular calendar year, the City may request and the Owner shall provide to the City such further statutory declarations as requested by the City in respect to an Affordable Housing Unit if, in the City's absolute determination, the City believes that the Owner is in breach of any of its obligations under this Agreement.
- 2.3 The Owner hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.
- 2.4 The Owner agrees that notwithstanding that the Owner may otherwise be entitled, the Owner will not:
  - (a) be issued with a Development Permit unless the Development Permit includes the Affordable Housing Units;
  - (b) be issued with a Building Permit unless the Building Permit includes the Affordable Housing Units; and
  - (c) occupy, nor permit any person to occupy any Dwelling Unit or any portion of any building, in part or in whole, constructed on the Lands and the City will not be obligated to permit final or provisional occupancy of any Dwelling Unit or building constructed on the Lands until all of the following conditions are satisfied:
    - (i) the Affordable Housing Units and related uses and areas have been constructed in accordance with this Agreement, the Housing Covenant, the Development Permit, the Building Permit, and any applicable City bylaws, rules or policies, to the satisfaction of the City;

- (ii) the Affordable Housing Units have received final building permit inspection granting provisional or final occupancy of the Affordable Housing Units; and
  - (iii) the Owner is not otherwise in breach of any of its obligations under this Agreement or any other agreement between the City and the Owner in connection with the Affordable Housing Units, any facilities for the use of the Affordable Housing units, including parking, and any shared indoor or outdoor amenities.
- 2.5 Notwithstanding anything to the contrary contained in the *Residential Tenancy Act* or the *Residential Tenancy Regulation*, the Owner will, for so long as the Affordable Housing Units remain located on the Lands, comply with sections 41 [Rent increases], 42 [Timing and notice of rent increases] and 43 [Amount of rent increase] of the *Residential Tenancy Act*, as such sections may be amended or replaced from time to time, with respect to rent increases for Tenants.

### **ARTICLE 3**

#### **DISPOSITION AND ACQUISITION OF AFFORDABLE HOUSING UNITS**

- 3.1 The Owner will not permit an Affordable Housing Unit to be subleased, or the Affordable Housing Unit Tenancy Agreement to be assigned, except as required under the *Residential Tenancy Act*.
- 3.2 The Owner will not permit an Affordable Housing Unit to be used for short term rental purposes (being rentals for periods shorter than 30 days), or any other purposes that do not constitute a “permanent residence” of a Tenant or an Eligible Tenant.
- 3.3 *Sale and Subdivision.* If this Housing Agreement encumbers more than one Affordable Housing Unit, the following will apply:
- (a) the Owner will not, without the prior written consent of the City, sell or transfer less than all of the Affordable Housing Units located in one building in a single or related series of transactions, with the result that when the purchaser or transferee of the Affordable Housing Units becomes the owner, the purchaser or transferee will be the legal and beneficial owner of not less than all of the Affordable Housing Units in one building;
  - (b) if the Development contains one or more air space parcels, each air space parcel and the remainder will be a “building” for the purpose of this section 3.3; and
  - (c) the Lands will not be Subdivided such that one or more Affordable Housing Units form their own strata lot or air space parcel, separate from other Dwelling Units, without the prior written consent of the City.

- 3.4 *Notice of Sale or Transfer.* If the Owner sells or transfers the Lands or any Affordable Housing Units, the Owner will notify the City Solicitor of the sale or transfer within three (3) days of the effective date of sale or transfer.
- 3.5 *Tenant Acknowledgement of Information Collection.* Subject to the requirements of the *Residential Tenancy Act*, the Owner will ensure that each Tenancy Agreement:
- (a) includes the following provision:

“By entering into this Tenancy Agreement, the Tenant hereby consents and agrees to the collection of the below-listed personal information by the Landlord and/or any operator or manager engaged by the Landlord and the disclosure by the Landlord and/or any operator or manager engaged by the Landlord to the City of Richmond (the “City”) and/or the Landlord, as the case may be, of the following personal information which information will be used by the City to verify and ensure compliance by the Owner with the City’s strategy, policies and requirements with respect to the provision and administration of affordable housing within the municipality and for no other purpose, each month during the Tenant’s occupation of the Affordable Housing Unit:

    - (i) a statement of the Tenant’s annual income once per calendar year;
    - (ii) the number of occupants of the Affordable Housing Unit;
    - (iii) the number of occupants of the Affordable Housing Unit under 18 years of age;
    - (iv) the number of occupants of the Affordable Housing Unit who are “seniors” as that term is currently defined by the City;
    - (v) a statement of before tax employment income for all occupants over 18 years of age; and
    - (vi) the total income for all occupants of the Affordable Housing Unit;”
  - (b) defines the term “Landlord” as the Owner of the Affordable Housing Unit; and
  - (c) includes a provision requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement.
- 3.6 *Non-Profit Management.* At all times that this Agreement encumbers the Lands, (a) the Owner shall retain and maintain in place a non-profit organization acceptable to the City to operate and manage all of the Affordable Housing Units in accordance with this Agreement and in accordance with the Housing Covenant or (b) during the term of the Lease, the Affordable Housing Units may be operated and managed directly by the Commission. All Affordable Housing Units owned by the Owner must be managed and operated by one non-profit organization, unless directly managed by the Commission.

Without limiting the foregoing, the non-profit organization retained pursuant to this section 3.6 must have as one of its prime objectives the operation of affordable housing. At the request of the City, from time to time, the Owner shall deliver to the City a copy the agreement (fully signed and current) with the non-profit organization, to evidence the Owner's compliance with this Section 3.6.

The parties acknowledge that as of the date of this Agreement it is their intention that PRHC and the Commission will retain Turning Point Recovery Society as the operator following the execution of the Lease by which the Owner will lease the Lands to the Commission for the construction, maintenance, and operation of the Development.

3.7 *Lease Requirements.* The Owner must not rent, lease, license or otherwise permit occupancy of any Affordable Housing Unit except to an Eligible Tenant and except in accordance with the following additional conditions:

- (a) the Affordable Housing Unit will be used or occupied only pursuant to a Tenancy Agreement;
- (b) the monthly rent payable for the Affordable Housing Unit will not exceed the Permitted Rent applicable to that class of Affordable Housing Unit;
- (c) the Owner will allow the Tenant and any permitted occupant and visitor to have full access to and use and enjoy all Common Amenities in the Development and will not Subdivide the Lands unless all easements and rights of way are in place to secure such use;
- (d) the Owner will not require the Tenant or any permitted occupant to pay any of the following:
  - (i) move-in/move-out fees;
  - (ii) strata fees;
  - (iii) strata property contingency reserve fees;
  - (iv) extra charges or fees for use of any Common Amenities, common property, limited common property, or other common areas, facilities or amenities, including without limitation parking, bicycle storage, electric vehicle charging stations or related facilities;
  - (v) extra charges for the use of sanitary sewer, storm sewer, or water; or
  - (vi) property or similar tax;

provided, however, that if the Affordable Housing Unit is a strata unit and the following costs are not part of strata or similar fees, an Owner may charge the Tenant the Owner's cost, if any, of:



- (vii) providing cable television, telephone, other telecommunications, or electricity fees (including electricity fees and charges associated with the Tenant's use of electrical vehicle charging infrastructure); and
- (viii) installing electric vehicle charging infrastructure (in excess of that pre-installed by the Owner at the time of construction of the Development), by or on behalf of the Tenant;
- (e) the Owner will attach a copy of this Agreement to every Tenancy Agreement;
- (f) the Owner will include in the Tenancy Agreement a clause requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement;
- (g) the Owner will include in the Tenancy Agreement a clause entitling the Owner to terminate the Tenancy Agreement if:
  - (i) an Affordable Housing Unit is occupied by a person or persons other than an Eligible Tenant;
  - (ii) the annual income of an Eligible Tenant rises above the applicable maximum amount specified in section 1.1(p) of this Agreement;
  - (iii) the Affordable Housing Unit is occupied by more than the number of people the City determines can reside in the Affordable Housing Unit given the number and size of bedrooms in the Affordable Housing Unit and in light of any relevant standards set by the City in any bylaws of the City;
  - (iv) the Affordable Housing Unit remains vacant for three (3) consecutive months or longer, notwithstanding the timely payment of rent; and/or
  - (v) the Tenant subleases the Affordable Housing Unit or assigns the Tenancy Agreement in whole or in part,

and in the case of each breach, the Owner hereby agrees with the City to forthwith provide to the Tenant a notice of termination. Except for section 3.7(g)(ii) of this Agreement [*Termination of Tenancy Agreement if Annual Income of Tenant rises above amount prescribed in section 1.1(p) of this Agreement*], the notice of termination shall provide that the termination of the tenancy shall be effective 30 days following the date of the notice of termination. In respect to section 3.7(g)(ii) of this Agreement, termination shall be effective on the day that is six (6) months following the date that the Owner provided the notice of termination to the Tenant;

- (h) the Tenancy Agreement will identify all occupants of the Affordable Housing Unit and will stipulate that anyone not identified in the Tenancy Agreement will be prohibited from residing at the Affordable Housing Unit for more than 30 consecutive days or more than 45 days total in any calendar year; and

- (i) the Owner will forthwith deliver a certified true copy of the Tenancy Agreement to the City upon demand.
- 3.8 If the Owner has terminated the Tenancy Agreement, then the Owner shall use best efforts to cause the Tenant and all other persons that may be in occupation of the Affordable Housing Unit to vacate the Affordable Housing Unit on or before the effective date of termination.
- 3.9 *Age Restrictions.* The Owner shall not impose any age-based restrictions on Tenants of Affordable Housing Units, unless expressly permitted by the City in writing in advance.
- 3.10 *Discrimination.* The Owner acknowledges its duties not to discriminate with respect to tenancies and agrees to comply with the *Human Rights Code* (BC) with respect to tenancy matters, including tenant selection for the Affordable Housing Units. The parties acknowledge that the Affordable Housing Units are intended to serve as designated accommodation for women and children and thus the forgoing obligation does not apply with respect to sex or gender identity.
- 3.11 *Ground Lease.* Notwithstanding anything to the contrary herein, the City consents to the Lease pursuant to which the Owner will lease the Lands, including all Affordable Housing Units there on, to PRHC. PRHC and the Commission agree that, pursuant to the terms of the Lease, they will agree to be bound to all the terms and conditions of this Agreement as if they were the Owner, and to cause any operator of the Development to comply with the terms and conditions of this Agreement.

#### ARTICLE 4 DEMOLITION OF AFFORDABLE HOUSING UNIT

- 4.1 The Owner will not demolish an Affordable Housing Unit other than in accordance with the provisions of the Lease. Following demolition, the Owner will use and occupy any replacement Dwelling Unit in compliance with this Agreement and the Housing Covenant both of which will apply to any replacement Dwelling Unit to the same extent and in the same manner as those agreements apply to the original Dwelling Unit, and the Dwelling Unit must be approved by the City as an Affordable Housing Unit in accordance with this Agreement.

#### ARTICLE 5 STRATA CORPORATION BYLAWS

- 5.1 This Agreement will be binding upon all strata corporations created upon the strata title Subdivision of the Lands or any Subdivided parcel of the Lands.
- 5.2 Any strata corporation bylaw which prevents, restricts or abridges the right to use the Affordable Housing Units as rental accommodation, or imposes age-based restrictions on Tenants of Affordable Housing Units, will have no force and effect, unless expressly approved by the City in writing in advance.

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- 5.3 No strata corporation shall pass any bylaws preventing, restricting or abridging the use of the Affordable Housing Units as rental accommodation.
- 5.4 No strata corporation shall pass any bylaw or approve any levies which would result in only the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit (and not include all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units) paying any extra charges or fees for the use of any Common Amenities, common property, limited common property or other common areas, facilities, or indoor or outdoor amenities of the strata corporation.
- 5.5 No strata corporation shall pass any bylaws or approve any levies, charges or fees which would result in the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit paying for the use of parking, bicycle storage, electric vehicle charging stations or related facilities contrary to section 3.7(d). Notwithstanding the foregoing, the strata corporation may levy such parking, bicycle storage, electric vehicle charging stations or other related facilities charges or fees on all the other owners, tenants, any other permitted occupants or visitors of all the strata lots in the applicable strata plan which are not Affordable Housing Units; provided, however, that the electricity fees, charges or rates for use of electric vehicle charging stations are excluded from this provision
- 5.6 The strata corporation shall not pass any bylaw or make any rule which would restrict the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit from using and enjoying any Common Amenities, common property, limited common property or other common areas, facilities or amenities of the strata corporation except on the same basis that governs the use and enjoyment of these facilities by all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units.

## **ARTICLE 6 DEFAULT AND REMEDIES**

- 6.1 The Owner agrees that, in addition to any other remedies available to the City under this Agreement or the Housing Covenant or at law or in equity, if:
  - (a) an Affordable Housing Unit is used or occupied in breach of this Agreement;
  - (b) an Affordable Housing Unit is rented at a rate in excess of the Permitted Rent;
  - (c) an Affordable Housing Unit is operated and maintained by an entity that is not a non-profit organization acceptable to the City (as contemplated in Section 3.6); or
  - (d) the Owner is otherwise in breach of any of its obligations under this Agreement or the Housing Covenant,

and if the Owner fails to rectify such breach within forty-five (45) days of notice by the City, or if any such breach because of its nature would reasonably require more than forty-five (45) days to rectify, and the Owner fails to commence rectification within the forty-

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five (45) day notice period and thereafter to promptly, effectively, and continuously proceed with the rectification of the breach to completion, then such breach will constitute a default under the Lease and the City will be entitled to exercise all of its rights and remedies in respect of default under the Lease.

- 6.2 The Owner acknowledges and agrees that a default by the Owner of any of its promises, covenants, representations or warranties set-out in the Housing Covenant shall also constitute a default under this Agreement.

## ARTICLE 7 MISCELLANEOUS

### 7.1 Housing Agreement

The Owner acknowledges and agrees that:

- (a) this Agreement includes a housing agreement entered into under section 483 of the *Local Government Act*;
- (b) where an Affordable Housing Unit is a separate legal parcel the City may file notice of this Agreement in the LTO against the title to the Affordable Housing Unit and, in the case of a strata corporation, may note this Agreement on the common property sheet; and
- (c) where the Lands have not yet been Subdivided to create the separate parcels to be charged by this Agreement, the City may file a notice of this Agreement in the LTO against the title to the Lands. If this Agreement is filed in the LTO as a notice under section 483 of the *Local Government Act* prior to the Lands having been Subdivided, then after the Lands are Subdivided, this Agreement will secure only the legal parcels which contain the Affordable Housing Units.

The City will partially discharge this Agreement accordingly, provided however that:

- (i) the City has no obligation to execute such discharge until a written request therefor from the Owners is received by the City, which request includes the registrable form of discharge;
- (ii) the cost of the preparation of the aforesaid discharge, and the cost of registration of the same in the Land Title Office is paid by the Owners;
- (iii) the City has a reasonable time within which to execute the discharge and return the same to the Owners for registration; and
- (iv) the Owners acknowledge that such discharge is without prejudice to the indemnity and release set forth in Section 7.5.

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The Owner acknowledges and agrees that notwithstanding a partial discharge of this Agreement, this Agreement will be and remain in full force and effect and, but for the partial discharge, otherwise unamended.

## 7.2 **No Compensation**

The Owner acknowledges and agrees that no compensation is payable, and the Owner is not entitled to and will not claim any compensation from the City, for any decrease in the market value of the Lands or for any obligations on the part of the Owner and its successors in title which at any time may result directly or indirectly from the operation of this Agreement.

## 7.3 **Modification**

Subject to section 7.1 of this Agreement, this Agreement may be modified or amended from time to time, by consent of the Owner and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City and the Owner. This Agreement will not be materially modified or amended so as to conflict with any Operating Agreement, without the consent of the Commission, such consent not to be unreasonably withheld.

## 7.4 **Management**

The Owner covenants and agrees that it will furnish good and efficient management of the Affordable Housing Units and will permit representatives of the City to inspect the Affordable Housing Units at any reasonable time, subject to the notice provisions in the *Residential Tenancy Act*. The Owner further covenants and agrees that it will maintain the Affordable Housing Units in a good state of repair and fit for habitation and will comply with all laws, including health and safety standards applicable to the Lands.

Notwithstanding the foregoing, the Owner acknowledges and agrees that the City, in its absolute discretion, may require the Owner, at the Owner's expense, to hire a person or company with the skill and expertise to manage the Affordable Housing Units.

## 7.5 **Indemnity**

The Owner will indemnify and save harmless the City and each of its elected officials, officers, directors, and agents, and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, actions, loss, damage, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:

- (a) any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;
- (b) the City refusing to issue a development permit, building permit or refusing to permit occupancy of any Building, or any portion thereof, constructed on the Lands,



arising out of or in connection, directly or indirectly, or that would not or could not have occurred “but for” this Agreement;

- (c) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Affordable Housing Unit or the enforcement of any Tenancy Agreement; and/or
- (d) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

## 7.6 Release

The Owner hereby releases and forever discharges the City and each of its elected officials, officers, directors, and agents, and its and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for the:

- (a) construction, maintenance, repair, ownership, lease, license, operation or management of the Lands or any Affordable Housing Unit under this Agreement;
- (b) the City refusing to issue a development permit, building permit or refusing to permit occupancy of any Building, or any portion thereof, constructed on the Lands arising out of or in connection, directly or indirectly, or that would not or could not have occurred “but for” this Agreement; and/or
- (c) the exercise by the City of any of its rights under this Agreement or an enactment.

## 7.7 Survival

The obligations of the Owner set out in this Agreement, including but not limited to Sections 7.5 and 7.6 above, will survive termination or discharge of this Agreement.

## 7.8 Priority

The Owner will do everything necessary, at the Owner’s expense, to ensure that this Agreement, 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.

## 7.9 City’s Powers Unaffected

This Agreement does not:

- (a) affect or limit the discretion, rights, duties or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Lands;
- (b) impose on the City any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;
- (c) affect or limit any enactment relating to the use or subdivision of the Lands; or
- (d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.

**7.10 Agreement for Benefit of City Only**

The Owner and the City agree that:

- (a) this Agreement is entered into only for the benefit of the City;
- (b) this Agreement is not intended to protect the interests of the Owner, any Tenant, or any future owner, lessee, occupier or user of the Lands or the building or any portion thereof, including any Affordable Housing Unit; and
- (c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.

**7.11 No Public Law Duty**

Where the City is required or permitted by this Agreement to form an opinion, exercise a discretion, express satisfaction, make a determination or give its consent, the Owner agrees that the City is under no public law duty of fairness or natural justice in that regard and agrees that the City may do any of those things in the same manner as if it were a private party and not a public body.

**7.12 Notice**

Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered, to the postal address of the Owner set out in the records at the LTO, and in the case of the City addressed:

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

Copy to: City Solicitor, and the Director, Community Social Development

or to the most recent postal address provided in a written notice given by each of the parties to the other. Any notice which is delivered is to be considered to have been given on the first day after it is dispatched for delivery.

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**7.13 Enuring Effect**

This Agreement will extend to and be binding upon and enure to the benefit of the parties hereto and their respective successors and permitted assigns.

**7.14 Severability**

If any provision of this Agreement is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.

**7.15 Waiver**

All remedies of the City will be cumulative and may be exercised by the City in any order or concurrently in case of any breach and each remedy may be exercised any number of times with respect to each breach. Waiver of or delay in the City exercising any or all remedies will not prevent the later exercise of any remedy for the same breach or any similar or different breach.

**7.16 Sole Agreement**

This Agreement, and any documents signed by the Owners contemplated by this Agreement (including, without limitation, the Housing Covenant), represent the whole agreement between the City and the Owner respecting the use and occupation of the Affordable Housing Units, and there are no warranties, representations, conditions or collateral agreements made by the City except as set forth in this Agreement. In the event of any conflict between this Agreement and the Housing Covenant, this Agreement shall, to the extent necessary to resolve such conflict, prevail.

**7.17 Further Assurance**

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 Agreement.

**7.18 Covenant Runs with the Lands**

This Agreement burdens and runs with the Lands and every parcel into which it is Subdivided in perpetuity. All of the covenants and agreements contained in this Agreement are made by the Owner for itself, its personal administrators, successors and assigns, and all persons who after the date of this Agreement, acquire an interest in the Lands.

**7.19 Equitable Remedies**

The Owner acknowledges and agrees that damages would be an inadequate remedy for the City for any breach of this Agreement and that the public interest strongly favours specific performance, injunctive relief (mandatory or otherwise), or other equitable relief, as the only adequate remedy for a default under this Agreement.

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**7.20 No Joint Venture**

Nothing in this Agreement will constitute the Owner as the agent, joint venturer, or partner of the City or give the Owner any authority to bind the City in any way.

**7.21 Applicable Law**

Unless the context otherwise requires, the laws of British Columbia (including, without limitation, the *Residential Tenancy Act*) will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia.

**7.22 Deed and Contract**

By executing and delivering this Agreement the Owner intends to create both a contract and a deed executed and delivered under seal.

**7.23 Joint and Several**

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.

**7.23 Limitation on Owner's Obligations**

The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered owner of the Lands provided however that notwithstanding that the Owner is no longer the registered owner of the Lands, the Owner will remain liable for breaches of this Agreement that occurred while the Owner was the registered owner of the Lands.

*[The Remainder of This Page is Intentionally Blank]*

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

**BRITISH COLUMBIA HOUSING MANAGEMENT COMMISSION**

by its authorized signatory(ies):

Per: [Signature] **John McEown**  
Name: Associate Vice President, Development Strategies

Per: [Signature] **Michael Pistrin**  
Name: Vice President Development & Asset Strategies

**PROVINCIAL RENTAL HOUSING CORPORATION**

by its authorized signatory(ies):

Per: [Signature] **John McEown, Director**  
Name: Provincial Rental Housing Corporation

Per: [Signature] **Michael Pistrin**  
Name: Director Provincial Rental Housing Corporation

**CITY OF RICHMOND**

by its authorized signatory(ies):

Per: Malcolm D. Brodie, Mayor

Per: Claudia Jesson, Corporate Officer

CITY OF RICHMOND
APPROVED for content by originating dept.
Legal Advice
DATE OF COUNCIL APPROVAL (if applicable)



## Appendix A to Housing Agreement

### STATUTORY DECLARATION (Affordable Housing Units)

CANADA	)	IN THE MATTER OF Unit Nos. _____ - _____
	)	(collectively, the “ <b>Affordable Housing Units</b> ”) located
	)	at
PROVINC	)	_____
E OF	)	_____, (street address), British Columbia, and Housing
BRITISH	)	Agreement dated _____, 20____
COLUMBI	)	(the “ <b>Housing Agreement</b> ”) between
A	)	_____
TO WIT:	)	and the City of Richmond (the “ <b>City</b> ”)

I, \_\_\_\_\_ (full name),

of \_\_\_\_\_ (address) in the Province

of British Columbia, DO SOLEMNLY DECLARE that:

- ☐ I am the registered owner (the “**Owner**”) of the Affordable Housing Units;  
or,
- ☐ I am a director, officer, or an authorized signatory of the Owner and I have personal knowledge of the matters set out herein;

This declaration is made pursuant to the terms of the Housing Agreement in respect of the Affordable Housing Units for each of the 12 months for the period from January 1, 20\_\_\_\_ to December 31, 20\_\_\_\_ (the “**Period**”);

Continuously throughout the Period:

- a) the Affordable Housing Units, if occupied, were occupied only by Eligible Tenants (as defined in the Housing Agreement); and
- b) the Owner of the Affordable Housing Units complied with the Owner’s obligations under the Housing Agreement and any housing covenant(s) registered against title to the Affordable Housing Units;

Housing Agreement (Section 483 *Local Government Act*)  
4831 Steveston Hwy  
Application No. RZ 23-018081 Bylaw No. 10478  
RZ Consideration #5,6,7

I obtained the prior written consent from each of the occupants of the Affordable Housing Units named in the Information Table to: (i) collect the information set out in the Information Table, as such information relates to the Affordable Housing Unit occupied by such occupant/resident; and (ii) disclose such information to the City, for purposes of complying with the terms of the Housing Agreement.

DECLARED BEFORE ME at

Canada, this \_\_\_\_\_ day of

\_\_\_\_\_, 20\_\_\_\_

(Signature of Declarant)

Name:

*Declarations should be signed, stamped, and dated and witnessed by a lawyer, notary public, or commissioner for taking affidavits.*

Building Name:	Building Address:	Property Manager Name:
Property Management Company:	Property Manager Email:	Property Manager Phone Number:

Note: All capitalized terms in the column headers of the table below have definitions as set out in the Glossary.

Row Number	Unit and Household Information						Income and Rent					Fees Collected				
	Unit #	Unit Type (Studio, 1 Bed, 2 Bed, 3 Bed)	Number of Occupants (#)	Related to Owner (Yes/No)	Number of Occupants 18 Years and Under (#)	Number of Occupants 55 Years and Over (#)	Starting Year of Tenancy	Before-tax Total Income(s) (If Occupant is 18+ Years)	Income Verification Received (Yes/No)	Before-tax Total Income of All Occupants 18+	Rent (\$/Month)	Parking fees	Move-in/Move-out fees	Storage fees	Amenity Usage Fees	Other Tenant Fees
1																
2																
3																
4																
5																
6																

Housing Agreement (Section 483 Local Government Act)

4831 Steveston Hwy  
Application No. RZ 23-018081 Bylaw No. 10478  
RZ Consideration #5,6,7



# City of Richmond

## Report to Committee

**To:** Finance Committee

**Date:** September 5, 2023

**From:** Mike Ching  
Director, Finance

**File:** 03-0925-02-04/2023-  
Vol 01



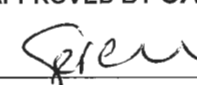
**Re:** Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10486

### Staff Recommendation

That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10486 be introduced and given first, second and third readings.

  
Mike Ching  
Director, Finance  
(604-276-4137)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
City Clerk	<input checked="" type="checkbox"/>	
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Sustainability	<input checked="" type="checkbox"/>	
Business Licences	<input checked="" type="checkbox"/>	
Business Services	<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"/>	
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## **Staff Report**

### **Origin**

In 2011, Council adopted the Consolidated Fees Bylaw No. 8636 to combine the majority of the City's fees and charges into one bylaw for ease of review and adjustment for Consumer Price Index (CPI) increases. As part of the City's Long Term Financial Management Strategy Policy 3707, fees and charges are adjusted annually based on projected Vancouver CPI increases.

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

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

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

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

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

### **Analysis**

The most recent forecast, prepared by the Conference Board of Canada, indicates that Vancouver's CPI will increase by 2.40% from 2023 to 2024. The forecast CPI increase may change and staff will continue to monitor for any changes.

As in prior years, 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.

All fees in the attached Amendment Bylaw No. 10486 are effective January 1, 2024 and were adjusted to the proposed 2.40% increase, with the following exceptions at the request of the respective stakeholders:

#### **1. Schedule – Archives & Record**

Photocopying and printing fees to remain unchanged at \$0.35 per page for black and white copies and \$0.50 per page for colour copies. Scanned electronic copies of a paper record to remain unchanged at \$0.50 per page for both black and white and colour copies.

This ensures that the reproduction of records do not become unaffordable to the general public and keeps the fee within the industry standard.



2. Schedule – Building Regulation

Currently, input costs for inspections and plan processing and reviews are higher than the fees being charged. A one-time increase to obtain cost recovery would not be practical to implement, therefore the fee has been amended to reflect a 15% increase for building permit fees on construction values less than \$100,000. While costs will remain below break-even, this increase will bring these fees in line with other municipalities.

3. Schedule – Development Application Fees

Temporary use permits for Seasonal Outdoor Patio to remain unchanged at \$300 for the permit and the permit renewal. Fee increases will be considered for the 2025 year after existing customers who hold temporary permits related to the COVID-era patio program have been fully on-boarded.

4. Schedule – Filming Applications and Fees

*City Parks & Heritage Sites section*

The Gateway Theatre section to be removed completely from the bylaw. The Gateway Theatre team oversees filming activity at the facility and charges production companies directly.

5. Schedule – Fire Protection and Life Safety

Attendance – False alarm section updated from 15.5.5 to 15.5.1, and phrase update:

From: “No false alarm reduction program in place”

To: “No false alarm reduction program in place, second or each subsequent false alarm occurring in any calendar year”

6. Schedule – Parking (Off-Street) Regulations

McDonald Beach trailer parking fee to remain unchanged at \$110 for Richmond residents and \$165 for Non-Richmond residents. In 2023, two tiers were created in addition to increasing the permit fee by 10% and 60%, respectively. The current fee is in line with the market for similar types of facilities.

7. Schedule – Property Tax Fees

Property Tax Sale registration fee to remain unchanged at \$180. This fee is in place to reduce crowds attending the tax sale and to restrict attendance to serious bidders.

8. Schedule – Public Space Patio Regulation

Public Space and Small Sidewalk Patio permit fees to remain unchanged at \$300 and \$100, respectively. Fee increases will be considered for the 2025 year after existing customers who hold temporary permits related to the COVID-era patio program have been fully on-boarded.

9. Schedule – RCMP Document Fees

The volunteer criminal record checks fee for volunteering outside of the City remains unchanged at \$25 to keep the fee in line with other municipalities.

10. Schedule – Soil Deposit and Removal

All soil fees based on volume measurements in cubic metre to increase by only \$0.02 rather than \$0.25 as volumes can be in the tens of thousands of metres.

11. Schedule – Traffic

A new \$100 annual parking permit fee for registered vehicles related to the Alta Court resident parking permit pilot project. Alta Court is within the City Centre Parking Management Zone, as displayed on Schedule K to Traffic Bylaw No. 5870.

12. Schedule – Use of City Streets

EV Charging rates to remain unchanged to keep the fees in line with other municipalities.

13. Schedule – Watercourse Protection and Crossing

The roles and responsibilities of staff have become more complex when dealing with environmental protection requirements due to legislation changes and increased community awareness of environmental issues. Therefore, it is proposed that the following fees be introduced to support staff's work associated with the protection of the City's open drainage system:

- a. Culvert application fee: current fee of \$484.00 plus CPI adjustment plus \$100.00 increases the new fee to \$596.00.
- b. Culvert design option: current fee of \$1,362.00 plus CPI adjustment plus \$100.00 increases the new fee to \$1,495.00.

### **Financial Impact**

Fee increases assist in offsetting the increased costs associated with each respective service. It is estimated that a rate increase of 2.40% for 2024 will generate approximately \$304,000 in additional revenue.

September 5, 2023

- 5 -

### **Conclusion**

That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10486 be introduced and given first, second and third readings.



Angela Zanardo  
Manager, Revenue  
(604-276-4392)

AZ:az

Att. 1: Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10486



**Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10486**

The Council of the City of Richmond enacts as follows:

1. The Consolidated Fees Bylaw No. 8636, as amended, is further amended:
  - a) 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, 2024.
3. This Bylaw is cited as **“Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10486”**.

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

<b>Description</b>	<b>Fee</b>
Cat breeding permit for three years	\$47.25

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

## Section 8

<b>Description</b>	<b>Fee</b>
<b>1st time in any calendar year</b>	
Neutered male or spayed female dog	\$54.00
Non-neutered male or unspayed female dog	\$162.00
Dangerous Dog*	\$662.00
<b>2nd time in any calendar year</b>	
Neutered male or spayed female dog	\$107.00
Non-neutered male or unspayed female dog	\$335.00
Dangerous Dog*	\$1,314.00
<b>3rd time and subsequent times in any calendar year</b>	
Neutered male or spayed female dog	\$335.00
Non-neutered male or unspayed female dog	\$662.00
Dangerous Dog*	\$1,314.00
Bird	\$8.25
Domestic farm animal	\$80.25
<i>Impoundment fee also subject to transportation costs</i>	
Other animal	\$40.50
<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**

<b>Description</b>	<b>Fee</b>
Dog	\$17.50
Cat	\$17.50
Bird	\$5.25
Domestic farm animal	\$40.50
Other animal	\$14.25

*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**

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<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	\$0.50	per b+w or colour page
Digitization of audio recording	\$11.75	per audio file
<u>Photograph Reproductions</u>		
Scanned image (each)	\$21.25	

**Archives and Records****Preliminary Site Investigation**

<b>Description</b>	<b>Fee</b>
Active Records Check Survey (per civic address searched)	\$268.00

**Archives  
Mail Orders**

<b>Description</b>	<b>Fee</b>
Mail orders	\$8.25

**Archives  
Research Service Fee**

<b>Description</b>	<b>Fee</b>	<b>Unit</b>
Commercial Research Service Fee	\$53.00	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.*

**Archives  
Tax Searches Fees**

<b>Description</b>	<b>Fee</b>
<u>Tax Searches and Printing of Tax Records</u>	
Searches ranging from 1 to 5 years	\$34.75
Each year greater than 5 years	\$8.25

**SCHEDULE – BILLING AND RECEIVABLES**

**Billing and Receivables  
Receivables Fees**

<b>Description</b>	<b>Fee</b>
Administrative charges for cost recovery billings undertaken for arm's length third parties	(20% of actual cost)
Non-Sufficient Fund (NSF) charges	\$40.00

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

Section 3.1.2(c), 3.2.3

<b>Description</b>	<b>Fee</b>
Application for order under section 540 of <i>Local Government Act</i> [Variance or exemption to relieve hardship]	\$760.00
Application for order under section 543 of <i>Local Government Act</i> [Exemption to relieve hardship from early termination of land use contract]	\$760.00
Application for order under section 544 of <i>Local Government Act</i> [Extent of damage preventing reconstruction as non-conforming use]	\$760.00
Fee for notice of new hearing due to adjournment by applicant	\$180.00
Board of Variance Meeting Notices- Board of Variance Applications (Section 3.1.6(a))	\$1.75 per address identified

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

Section 12 (b), 14

<b>Description</b>	<b>Fee</b>
Additions & Accessory Buildings Single or Two Family Dwellings over 10 m <sup>2</sup> in size; In-ground Swimming Pools & Demolitions	\$202.00
Move-Offs; Single or Two Family Dwelling Construction	\$202.00
Combined Demolition & Single or Two Family Dwelling Construction	\$202.00
Commercial; Industrial; Multi-Family; Institutional; Government Construction	\$268.00
Combined Demolition & Commercial; Industrial; Multi-family; Institutional or Government Construction	\$268.00
Each Additional Inspection as Required	\$101.00

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

<b>Description</b>	<b>Fee</b>
For a new one family dwelling	\$728.00
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>	\$83.75
For a sewage holding tank	\$172.00

**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**

<b>Description</b>	<b>Fee</b>
Nil to \$1,000.00 (minimum fee)	\$94.25
Exceeding \$1,000.00 up to \$100,000.00	\$94.25
<i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i> *Plus	\$15.25
Exceeding \$100,000.00 to \$300,000.00	\$1,604.00
<i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i> **Plus	\$13.00
Exceeding \$300,000.00	\$4,204.00
<i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i> ***Plus	\$10.25

*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

<b>Description</b>	<b>Fee</b>
Nil to \$1,000.00 (minimum fee)	\$94.25
Exceeding \$1,000.00 up to \$100,000.00	\$94.25
<i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i>	<i>*Plus \$15.75</i>
Exceeding \$100,000.00 up to \$300,000.00	\$1,653.50
<i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i>	<i>**Plus \$13.25</i>
Exceeding \$300,000.00	\$4,303.50
<i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i>	<i>***Plus \$10.50</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:

<b>Description</b>	<b>Construction Value</b>	<b>Units</b>
(i) new construction of first storey	\$1,390.00	per m <sup>2</sup>
(ii) new construction of second storey	\$1,283.00	per m <sup>2</sup>
(iii) garage	\$713.00	per m <sup>2</sup>
(iv) decks or porches	\$588.00	per m <sup>2</sup>
(v) interior finishing on existing buildings	\$659.00	per m <sup>2</sup>
(vi) additions	\$1,390.00	per m <sup>2</sup>

**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

<b>Description</b>	<b>Fee</b>
<u>Building Design Modification Fee</u>	
Plan Review (per hour or portion thereof)	\$151.00
Building Permit Fee for Temporary Building for Occupancy	\$662.00
<u>Re-inspection Fees</u>	
(a) for the third inspection	\$101.00
(b) for the fourth inspection	\$139.00
(c) for the fifth inspection	\$268.00
<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	\$151.00
(b) outside the City's normal business hours	\$582.00
<i>*for each hour or part thereof after the first four hours</i>	<i>*Plus</i> \$151.00
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>	\$83.75
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>	\$83.75
<u>Building Move Inspection Fee:</u>	
(a) within the City boundaries	\$151.00
(b) outside the City boundaries when travel is by City vehicle	\$151.00
<i>** per km travelled</i>	<i>**Plus</i> \$4.25

*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

<b>Description</b>	<b>Fee</b>
Provisional Occupancy Inspection Fee (per building permit inspection visit)	\$335.00
Provisional Occupancy Notice Extension Fee	\$530.00
Building Demolition Inspection Fee for each building over 50 m <sup>2</sup> in floor area	\$522.00
Sewage Holding Tank Permit Fee	\$335.00
<u>Use of Equivalents Fees:</u>	
(a) each report containing a maximum of two separate equivalents	\$725.00
(b) for each equivalent greater than two contained in the same report	\$300.00
(c) for an amendment to an original report after the acceptance or rejection of the report	\$151.00
(d) for Air Space Parcels (treating buildings as one building)	\$2,581.00

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

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

<b>Description</b>	<b>Fee</b>	<b>Units</b>
Domestic Installation – <b>one family dwelling</b> (a)	\$83.75	per appliance
- <i>whichever is greater (a) or (b)</i> (b)	\$31.50	
Domestic/Commercial/Industrial Installations – <b>two family dwellings</b> , multiple unit residential buildings, including townhouse units)		
(a) appliance input up to 29 kW	\$83.75	
(b) appliance input exceeding 29 kW	\$139.00	
<u>Special Inspection Fees:</u>		
(a) during the City's normal business hours	\$151.00	
(b) outside the City's normal business hours	\$582.00	
<i>*for each hour or part thereof after the first four hours</i> *Plus	\$151.00	

**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
<u>Re-Inspection Fee:</u>	
(a) for the third inspection	\$101.00
(b) for the fourth inspection	\$139.00
(c) for the fifth inspection	\$268.00
<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)	\$83.75
<u>Piping alteration – for existing appliances</u>	
First 30 metres of piping	\$83.75
Each additional 30 metres or part thereof	\$31.50
Gas permit transfer or assignment fee (a)	\$83.75
<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)	\$83.75
<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
<u>Plumbing</u>		
(a) installation of each plumbing fixture	\$31.50	
(b) minimum plumbing fee	\$83.75	
(c) connection of City water supply to any hydraulic equipment	\$83.75	
<u>Sprinkler &amp; Standpipes</u>		
(a) installation of any sprinkler system	\$83.75	
<i>*per additional head</i>	*Plus \$4.75	
(b) installation of each hydrant, standpipe, hose station,	(c) \$83.75	
hose valve, or hose cabinet used for fire fighting	(d) \$31.50	
<i>-whichever is greater of (c) or (d)</i>		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

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<u><b>Water Service</b></u>		
(a) for the first 30 metres of water supply service pipe to a building or structure	\$83.75	
(b) for each additional 30 metres of water supply service pipe to a building and structure	\$31.50	
<u><b>Sanitary &amp; Storm Sewers: Building Drains &amp; Water Distribution</b></u>		
(a) for the first 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$83.75	
(b) for each additional 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$31.50	
(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	\$83.75	
(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	\$31.50	
(e) for the installation of any neutralizing tank, catch basin, sump, or manhole	(f) \$83.75 (g) \$31.50	per item
- whichever is greater of (f) or (g)		
<u><b>Special Inspections</b></u>		
(a) during the City's normal business hours	\$151.00	
(b) outside the City's normal business hours or each hour	\$582.00	
*for part thereof exceeding the first four hours	*Plus \$151.00	
<u><b>Design Modification Fees</b></u>		
Plan review	\$151.00	per hour
<i>Applicable to Plumbing, Sprinkler &amp; Standpipes, Water Service, and Sanitary &amp; Storm Sewers; Building Drains &amp; 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>	\$101.00 \$139.00 \$268.00
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>	\$83.75
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>	\$83.75
Provisional Plumbing Compliance Inspection Fee (per permit visit) Provisional Plumbing Compliance Notice Extension Fee Potable Water Backflow Preventer Test Report Decal	\$172.00 \$268.00 \$27.50

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

<b>Group 1 – Business Licence Fee Assessed by Total Floor Area</b> <i>Except Food Caterers which are assessed a fee in accordance with Group 3</i>		
<b>Square Metres (m<sup>2</sup>)</b>	<b>(Square Feet) (ft<sup>2</sup>)</b>	<b>Fee</b>
0.0 to 93.0	(0 to 1,000)	\$195.00
93.1 to 232.5	(1,001 to 2,500)	\$294.00
232.6 to 465.0	(2,501 to 5,000)	\$505.00
465.1 to 930.0	(5,001 to 10,000)	\$802.00
930.1 to 1,860.1	(10,001 to 20,000)	\$1,419.00
1,860.2 to 2,790.1	(20,001 to 30,000)	\$2,030.00
2,790.2 to 3,720.2	(30,001 to 40,000)	\$2,647.00
3,720.3 to 4,650.2	(40,001 to 50,000)	\$3,254.00
4,650.3 to 5,580.3	(50,001 to 60,000)	\$3,870.00
5,580.4 and over	(60,001 and over)	\$4,387.00
Food Primary Liquor Licence Fee		\$403.00
Mobile Vendors (Food) Fee (per vehicle)		\$93.75

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

<b>Group 2 – Business Licence Fee Assessed by Number of Seats</b>	
<b>Seats</b>	<b>Fee</b>
0 to 30	\$607.00
31 to 60	\$1,204.00
61 to 90	\$1,805.00
91 to 120	\$2,407.00
121 to 150	\$3,000.00
151 to 180	\$3,600.00
181 to 210	\$4,195.00
211 and over	\$4,387.00

**Business Licence Bylaw No. 7360**  
**Assembly Use Group 3**

<b>Group 3 – Business Licence Fee Assessed by Number of Employees (including owners)*</b>	
<b>Employees</b>	<b>Fee</b>
0 to 5	\$158.00
6 to 10	\$262.00
11 to 15	\$375.00
16 to 25	\$556.00
26 to 50	\$802.00
51 to 100	\$1,158.00
101 to 200	\$1,631.00
201 to 500	\$2,352.00
501 to 1,000	\$3,551.00
1,001 and over	\$4,387.00

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

**Business Licence Bylaw No. 7360**  
**Adult Orientated Uses**

<b>Description</b>	<b>Fee</b>
Adult entertainment establishment licence	\$4,387.00
Casino	\$6,937.00
<u>Body-Painting Studio</u>	
Studio licence	\$4,387.00
Each body-painting employee	\$158.00
<u>Body-Rub Studio</u>	
Studio licence	\$4,387.00
Each body-rub employee	\$158.00
<u>Escort Service</u>	
Escort service licence	\$4,387.00
Each escort employee	\$158.00

**Business Licence Bylaw No. 7360**  
**Bed & Breakfast Use**

<b>Description</b>	<b>Fee</b>
Bed & Breakfast Business License	\$189.00



**Business Licence Bylaw No. 7360**  
**Farmer's Market**

<b>Description</b>	<b>Fee</b>
Farmer's market licence	\$158.00

**Business Licence Bylaw No. 7360**  
**Industrial/Manufacturing Use**

<b>Industrial/Manufacturing Use – Business Licence Fee assessed by Number of Employees (including owners)*</b>	
<b>Employees</b>	<b>Fee</b>
0 to 5	\$189.00
6 to 10	\$309.00
11 to 15	\$429.00
16 to 25	\$607.00
26 to 50	\$851.00
51 to 100	\$1,204.00
101 to 200	\$1,685.00
201 to 500	\$2,399.00
501 to 1,000	\$3,594.00
1,001 and over	\$4,387.00

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

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

<b>Description</b>	<b>Fee</b>
Requests for comfort letters (per address/business)	\$85.00
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	\$54.25
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)	\$54.25
Licence reprint	\$14.00

**Business Licence Bylaw No. 7360**  
**Mercantile Use**

<b>Mercantile Use – Business Licence Fee Assessed by Total Floor Area</b>		
<b>Square Metres (m<sup>2</sup>)</b>	<b>(Square Feet) (ft<sup>2</sup>)</b>	<b>Fee</b>
0.0 to 93.0	(0 to 1,000)	\$158.00
93.1 to 232.5	(1,001 to 2,500)	\$248.00
232.6 to 465.0	(2,501 to 5,000)	\$453.00
465.1 to 930.0	(5,001 to 10,000)	\$758.00
930.1 to 1,860.1	(10,001 to 20,000)	\$1,370.00
1,860.2 to 2,790.1	(20,001 to 30,000)	\$1,988.00
2,790.2 to 3,720.2	(30,001 to 40,000)	\$2,594.00
3,720.3 to 4,650.2	(40,001 to 50,000)	\$3,204.00
4,650.3 to 5,580.3	(50,001 to 60,000)	\$3,818.00
5,580.4 and over	(60,001 and over)	\$4,387.00

**Business Licence Bylaw No. 7360**  
**Off-Leash Permits**

<b>Description</b>	<b>Fee</b>
Annual permit	\$136.00

**Business Licence Bylaw No. 7360**  
**Residential Use**

<b>Residential Use – Business Licence Fee Assessed by Number of Rental Units</b>	
<b>Units</b>	<b>Fee</b>
0 to 5	\$189.00
6 to 10	\$289.00
11 to 25	\$488.00
26 to 50	\$791.00
51 to 100	\$1,389.00
101 to 200	\$1,987.00
201 to 300	\$2,586.00
301 to 400	\$3,180.00
401 to 500	\$3,771.00
501 and over	\$4,387.00

**Business Licence Bylaw No. 7360**  
**Service Use**

<b>Service Use – Business Licence Fee Assessed by Number of Employees (including owners)*</b>	
<b>Employees</b>	<b>Fee</b>
0 to 5	\$158.00
6 to 10	\$269.00
11 to 15	\$392.00
16 to 25	\$575.00
26 to 50	\$820.00
51 to 100	\$1,189.00
101 to 200	\$1,667.00
201 to 500	\$2,413.00
501 to 1,000	\$3,630.00
1,001 and over	\$4,387.00

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

**Business Licence Bylaw No. 7360**  
**Short Term Boarding and Lodging Use**

<b>Description</b>	<b>Fee</b>
Short Term Boarding and Lodging Business Licence	\$158.00

**Business Licence Bylaw No. 7360**  
**Vehicle for Hire Businesses**

<b>Description</b>	<b>Fee</b>
<u>Vehicle for Hire Business Fee</u>	
Each vehicle for hire applicant must pay (1) and (2)*:	
(1) Vehicle for hire office fee	\$158.00
(2) Per vehicle licence fee*	
<i>based on the number of vehicles</i>	
CLASS "A" Taxicab	\$147.00
CLASS "B" Limousine	\$93.75
CLASS "C" Sightseeing Taxicab	\$147.00
CLASS "D" Airport Taxicab	\$147.00
CLASS "E" Private Bus	\$147.00
CLASS "T" Charter Minibus	\$147.00
CLASS "J" Rental Vehicle	
Group 1	\$19.00
Group 2	\$93.75
CLASS "K" Driver Training Vehicle	\$70.50
CLASS "M" Tow-Truck	\$147.00
CLASS "N" Taxicab for Persons with Disabilities	\$147.00
CLASS "P" Pedicab	\$147.00
<i>*Notwithstanding the per-vehicle licence fees stipulated in Section 2, the maximum licence fee for any Vehicle for Hire business</i>	\$4,387.00
Transferring a vehicle for hire licence within any calendar year	\$54.25
Replacing a vehicle for hire licence plate or decal	\$22.75

**Business Licence Bylaw No. 7360**  
**Vending Machine Uses**

<b>Description</b>	<b>Fee</b>
<u>Vending Machine Business Licence Fee</u>	
Group 1 (per machine)	\$35.75
Group 2 (per machine)	\$49.25
Group 3 (per machine)	\$11.50
Banking machine licence fee (per machine)	\$152.00
Amusement machine licence fee (per machine)	\$35.75

**SCHEDULE – COMMUNITY BYLAWS DOCUMENTATION FEES**

## Community Bylaws Documentation Fees

<b>Description</b>	<b>Fee</b>
Requests for Comfort Letters (per civic address & per unit)	\$85.00

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

## Section 4.1

<b>Description</b>	<b>Fee</b>
Application Fee	\$295.00 per waste disposal and recycling services plan submission
Waste Disposal and Recycling Service Fee	\$3.50 per square feet of structure to be demolished

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

<b>Section</b>	<b>Application Type</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.2.1(a)	Zoning Bylaw Text Amendment	\$2,034.00	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	\$2,585.00 \$3,228.00	Not Applicable Not Applicable
Section 1.2.1	Zoning Bylaw Designation Amendment for 'site specific zones'	\$3,871.00	For residential portion of development: - \$49.75 per dwelling unit for first 20 dwelling units and \$25.25 per dwelling unit for each subsequent dwelling unit
			For non-residential building area: - \$32.00 per 100 m <sup>2</sup> of building area for the first 1,000 m <sup>2</sup> and \$20.00 per 100 m <sup>2</sup> thereafter
	Zoning Bylaw Designation Amendment for all other zoning districts	\$2,585.00	For residential portion of development: - \$25.75 per dwelling unit for first 20 dwelling units and \$13.75 per dwelling unit for each subsequent dwelling unit  For non-residential building area: - \$20.00 per 100 m <sup>2</sup> of building area for the first 1,000 m <sup>2</sup> and \$8.00 per 100 m <sup>2</sup> thereafter
Section 1.2.3	Additional Public Hearing for Zoning Bylaws Text or Designation Amendments	\$975.00	\$930.00 for each subsequent Public Hearing required
Section 1.2.5	Expedited Timetable for Zoning Designation Amendment (Fast Track Rezoning)	\$1,297.00	Not Applicable



Section 1.2.6	Early Public Notices – Zoning Amendments	\$1.75 per address identified	Not Applicable
Section 1.2.7	Public Hearing Notices – Zoning Amendments	\$1.75 per address identified	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	\$3,871.00	Not Applicable
Section 1.3.2	Additional Public Hearing for Official Community Plan Amendment <i>for second public hearing</i>	\$975.00	\$975.00 for each subsequent Public Hearing required
Section 1.3.3	Early Public Notices – Official Community Plan Amendments	\$1.75 per address identified	Not Applicable
Section 1.3.4	Public Hearing Notices – Official Community Plan Amendments	\$1.75 per address identified	Not Applicable

**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	\$1,941.00	\$646.00 for the first 464.5 m <sup>2</sup> of gross floor area plus: - \$136.00 for each additional 92.9 m <sup>2</sup> or portion of 92.9 m <sup>2</sup> of gross floor area up to 9,290 m <sup>2</sup> , plus  - \$26.75 for each additional 92.9 m <sup>2</sup> or portion of 92.9 m <sup>2</sup> of gross floor area over 9,290 m <sup>2</sup>
Section 1.4.2	Development Permit for Coach House or Granny Flat	\$1,242.00	Not Applicable
Section 1.4.3	Development Permit, which includes property: (a) designated as an Environmentally Sensitive Area (ESA); or	\$1,941.00	Not Applicable

	(b) located within, or adjacent to the Agricultural Land Reserve (ALR)		
Section 1.4.4	General Compliance Ruling for an issued Development Permit	\$653.00	Not Applicable
Section 1.4.5	Expedited Timetable for a Development Permit (Fast Track Development Permit)	\$1,297.00	Not Applicable
Section 1.4.6	Early Public Notices – Development Permits	\$1.75 per address identified	Not Applicable
Section 1.4.7	Development Permit Panel Meeting Notices – Development Permits	\$1.75 per address identified	Not Applicable

**Development Variance Permits No. 8951**

Section	Description	Base Fee	Incremental Fee
Section 1.5.1	Development Variance Permit	\$1,941.00	Not Applicable
Section 1.5.2	Early Public Notices – Development Variance Permits	\$1.75 per address identified	Not Applicable
Section 1.5.3	Development Permit Panel Meeting Notices – Development Variance Permits	\$1.75 per address identified	Not Applicable

**Temporary Use Permits No. 8951**

Section	Description	Base Fee	Incremental Fee
Section 1.6.1	Temporary Use Permit	\$2,585.00	Not Applicable
	Temporary Use Permit Renewal	\$1,297.00	Not Applicable
	Temporary Use Permits for Seasonal Outdoor Patio	\$300.00	Not Applicable
	Temporary Use Permit Renewal for Seasonal Outdoor Patio	\$300.00	Not Applicable
	Temporary Use Permit for Mobile Food Vendor	\$106.00	Not Applicable
	Temporary Use Permit Renewal for Mobile Food Vendor	\$106.00	Not Applicable

**Land Use Contract Amendments No. 8951**

Section	Description	Base Fee	Incremental Fee
Section 1.7.1	Land Use Contract Amendment	\$1,242.00	Not Applicable

**Liquor-Related Permits No. 8951**

<b>Section</b>	<b>Description</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
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	\$653.00	Not Applicable
Section 1.8.5(b)	Temporary changes to existing liquor licence	\$347.00	Not Applicable

**Subdivision and Consolidation of Property No. 8951**

<b>Section</b>	<b>Description</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.9.1	Subdivision of property that does not include an air space subdivision or the consolidation of property	\$975.00	\$136.00 for the second and each additional parcel
Section 1.9.2	Extension or amendment to a preliminary approval of subdivision letter	\$334.00	\$334.00 for each additional extension or amendment
Section 1.9.3	Road closure or road exchange	\$975.00	(In addition to the application fee for the subdivision)
Section 1.9.4	Air space subdivision	\$7,582.00	\$190.00 for each air space parcel created
Section 1.9.5	Consolidation of property without a subdivision application	\$136.00	Not Applicable

**Strata Title Conversion of Existing Building No. 8951**

<b>Section</b>	<b>Description</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.10.1(a)	Strata Title Conversion of existing two-family dwelling	\$2,585.00	Not Applicable
Section 1.10.1(b)	Strata Title Conversion of existing multi-family dwelling, commercial buildings and industrial buildings	\$3,871.00	Not Applicable

**Phased Strata Title Subdivisions No. 8951**

<b>Section</b>	<b>Description</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.11.1	Phased Strata Title	\$653.00 for first phase	\$653.00 for each additional phase

**Servicing Agreements and Latecomer Fees No. 8951**

<b>Section</b>	<b>Description</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.12.1	Servicing Agreement	Processing fee of \$1,297.00	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	\$6,190.00	Not Applicable

**Civic Address Changes No. 8951**

<b>Section</b>	<b>Description</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.13.1	Civic Address change associated with the subdivision or consolidation of property	\$334.00	Not Applicable
	Civic Address change associated with a new building constructed on a corner lot	\$334.00	Not Applicable
	Civic Address change due to personal preference	\$1,297.00	Not Applicable

**Telecommunication Antenna Consultation and Siting Protocol No. 8951**

<b>Section</b>	<b>Description</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.14.1	Telecommunication Antenna Consultation and Siting	\$2,585.00	Not Applicable

**Heritage Applications No. 8951**

<b>Section</b>	<b>Description</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.15.1(a)	Heritage Alteration Permit with a variance to the Zoning Bylaw or additional floor area	\$1941.00	<p>\$646.00 for the first 464.5 m<sup>2</sup> of gross floor area plus:</p> <ul style="list-style-type: none"> <li>- \$136.00 for each additional 92.9 m<sup>2</sup> or portion of 92.9 m<sup>2</sup> of gross floor area up to 9,290 m<sup>2</sup>, plus</li> <li>- \$26.75 for each additional 92.9 m<sup>2</sup> or portion of 92.9 m<sup>2</sup> of gross floor area over 9,290 m<sup>2</sup></li> </ul>

Section 1.15.1(b)	Heritage Alteration Permit without a variance of additional floor area	\$286.00	Not Applicable
Section 1.15.1(c)	Heritage Alteration Permit (issued by delegated authority referred to in Section 7.1.2 of the <i>Heritage Procedures Bylaw No. 8400</i> )	\$286.00	Not Applicable
Section 1.15.1(d)	Heritage Alteration Permit For patios to be considered by the Director of Development with the City of Richmond Patio Permit Application	No Fee	Not Applicable
Section 1.15.2(a)	Heritage Revitalization Agreement where use or density is varied	\$2,585.00	For residential portion of development: - \$25.75 per dwelling unit for first 20 dwelling units and \$13.75 per dwelling unit for each subsequent dwelling unit
			For non-residential building area: - \$20.00 per 100 m <sup>2</sup> of building area for the first 1,000 m <sup>2</sup> and \$8.00 per 100 m <sup>2</sup> thereafter
Section 1.15.2(b)	Heritage Revitalization Agreement where use or density is not varied	\$1941.00	\$646.00 for the first 464.5 m <sup>2</sup> of gross floor area plus: - \$136.00 for each additional 92.9 m <sup>2</sup> or portion of 92.9 m <sup>2</sup> of gross floor area up to 9,290 m <sup>2</sup> , plus  - \$26.75 for each additional 92.9 m <sup>2</sup> or portion of 92.9 m <sup>2</sup> of gross floor area over 9,290 m <sup>2</sup>
Section 1.15.3	Early Public Notices - Heritage Alteration Permit that cannot be delegated to the Director of Development for issuance, or Heritage Revitalization Agreement	\$1.75 per address identified	Not Applicable
Section 1.15.4	Public Hearing Notices - Heritage Revitalization Agreement (where use or density is varied)	\$1.75 per address identified	Not Applicable

Section 1.15.5	Meeting Notices for Heritage Alteration Permit that involves a variance to the Zoning Bylaw or additional floor area, or Heritage Revitalization Agreement that is not subject to the Public Hearing requirement	\$1.75 per address identified	Not Applicable
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**Administrative Fees No. 8951**

Section	Description	Base Fee	Incremental Fee
Section 1.16.1	Change in property ownership or authorized agent	\$334.00	Not Applicable
Section 1.16.2	Change in mailing address of owner, applicant or authorized agent	\$62.75	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	\$334.00	Not Applicable
Section 1.16.4	Approving Officer legal plan signing or re-signing fee	\$69.75 per legal plan	Not Applicable
Section 1.16.5	Site Disclosure Statement submission	\$69.75 per Site Disclosure Statement	Not Applicable
Section 1.16.6	Amendment to or discharge of legal agreement that does not require City Council approval	\$334.00 per legal agreement	Not Applicable
Section 1.16.7	Amendment to or discharge of legal agreement that requires City Council approval	\$1,297.00 per legal agreement	Not Applicable
Section 1.16.8	Additional landscape inspection because of failure to comply with City requirements	\$143.00 for second inspection	\$143.00 for each additional inspection required
Section 1.16.9	Preparation of information letter (comfort letter) for general land use	\$81.25 per property	Not Applicable
Section 1.16.10	Preparation of information letter (comfort letter) for building issues	\$81.25 per property	Not Applicable



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

Sections 2.1, 2.3

<b>Description</b>	<b>Fee</b>
<u>Dog – Not neutered or spayed</u>	
Normal Fee	\$91.50
Prior to March 1 <sup>st</sup> of the year for which the application is made	\$65.75
<u>Dog – Neutered or spayed</u>	
Normal Fee	\$40.00
Prior to March 1 <sup>st</sup> of the year for which the application is made	\$27.00
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	\$14.00
<u>Dangerous Dog – Not neutered or spayed</u>	
Normal Fee	\$326.00
Prior to March 1 <sup>st</sup> of the year for which the application is made	\$263.00
<u>Dangerous Dog – Neutered or spayed</u>	
Normal Fee	\$263.00
Prior to March 1 <sup>st</sup> of the year for which the application is made	\$199.00
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	\$99.00
Replacement tag* *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	\$8.00

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

## Section 2.1.3

<b>Description</b>	<b>Fee</b>
Annual Permit Fee	\$121.00 per donation Bin
Damage Deposit Fee	\$1,144.00 per donation bin location to a maximum of \$3,000 per permittee

**Donation Bin Regulation Bylaw No. 9502**

## Section 2.2.7

<b>Description</b>	<b>Fee</b>
Clean-up Fee	Actual Cost

**Donation Bin Regulation Bylaw No. 9502**

## Section 2.4

<b>Description</b>	<b>Fee</b>
Bin Removal Fee	\$121.00 per donation bin
Bin Retrieval Fee	\$238.00 per donation bin
Storage Fee	\$18.50 per day per donation bin
Disposal Fee	\$94.00 per donation bin disposal

**SCHEDULE – EMPLOYMENT AND PAYROLL RECORDS**

<b>Description</b>	<b>Fee</b>
Fee per request	\$121.00
Photocopying fees additional	\$2.00 per page \$2.25 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. 8708****Administration Fees**

Section 2.1.1 and 2.1.2

<b>Description</b>	<b>Fee</b>
Application for Filming Agreement	\$227.00
Film Production Business Licence	\$158.00
Street Use Fee (100 feet/day)	\$62.50

**Filming Application and Fees Bylaw No. 8708****City Parks & Heritage Sites**

Section 2.1.1 and 2.1.2

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<b>Major Park</b>		
<i>Per day</i>	\$931.00	
<i>Per ½ day</i>	\$623.00	
<b>Neighbourhood Park</b>		
<i>Per day</i>	\$623.00	
<i>Per ½ day</i>	\$373.00	
<b><u>Britannia Shipyard</u></b>		
Filming	\$2,471.00	per day
Preparation & Wrap	\$1,239.00	per day
Per Holding Day	\$623.00	per day
City Employee		
<i>Per regular working hour</i>	\$45.00	
<i>Per hour after 8 hours</i>	\$65.75	
<b><u>Minoru Chapel</u></b>		
Filming		
<i>October through June</i>	\$3,087.00	per day
<i>July through September</i>	\$3,705.00	per day
Preparation & Wrap	\$1,239.00	per day
Per Holding Day	\$623.00	per day
City Employee		
<i>Per regular working hour</i>	\$45.00	
<i>Per hour after 8 hours</i>	\$65.75	

**Filming Application and Fees Bylaw No. 8708****City Parks & Heritage Sites (cont.)**

Section 2.1.1 and 2.1.2

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<u>Nature Park</u>		
Filming	\$1,239.00	per day
Preparation & Wrap	\$623.00	per day
City Employee		
<i>Per regular working hour</i>	\$45.00	
<i>Per hour after 8 hours</i>	\$65.75	
<u>City Hall</u>		
Filming on regular business days	\$2,471.00	per day
Filming on weekends or statutory holidays	\$1,239.00	per day
Preparation & Wrap	\$1,239.00	per day
City Employee		
<i>Per regular working hour</i>	\$45.00	
<i>Per hour after 8 hours</i>	\$65.75	

**Filming Application and Fees Bylaw No. 8708****Other Fees**

Section 2.1.1 and 2.1.2

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<u>RCMP (4-hour minimum)</u>		
Per person	\$131.00	per hour
<u>Fire Rescue (4-hour minimum)</u>		
Fire Engine	\$161.00	per hour
Fire Captain	\$113.00	per hour
Firefighter (minimum 3 firefighters)	\$91.00	per hour, per person

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

<b>Description</b>	<b>Section</b>	<b>Fee</b>	<b>Units</b>
Permit	4.3	\$27.50	
Permit Inspection, first hour	4.3	\$108.00	
Permit Inspection, subsequent hours or part thereof	4.3	\$67.00	
Attendance – open air burning without permit <i>first hour</i>	4.5.1	\$553.00	per vehicle
Attendance – open air burning without permit <i>subsequent half-hour or part thereof</i>	4.5.1	\$282.00	per vehicle
Attendance – open air burning in contravention of permit conditions <i>first hour or part thereof</i>	4.5.3	\$553.00	per vehicle
Attendance – open air burning in contravention of permit conditions <i>subsequent half-hour or part thereof</i>	4.5.3	\$282.00	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)	\$553.00	per vehicle
Vacant premises – securing premises	9.7.4	Actual cost	
Vacant premises – Richmond Fire-Rescue response	9.7.5 (a)	\$553.00	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	\$139.00	
Work done to effect compliance with order in default of owner	14.1.6	Actual cost	
Fire Extinguisher Training	15.1.1 (h)	\$31.00	per person for profit groups
Fire Records (Research, Copying or Letter)	15.1.1 (i)	\$80.00	per address

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

<b>Description</b>	<b>Section</b>	<b>Fee</b>
Review – Fire Safety Plan any building	15.1.1 (b)	
Any building < 600 m <sup>2</sup> area		\$139.00
Any building > 600 m <sup>2</sup> area		\$202.00
High building, institutional		\$268.00
Revisions (per occurrence)		\$67.00
Inspection	15.2.1 (a)	
4 stories or less and less than 914 m <sup>2</sup> per floor		\$268.00
4 stories or less and between 914 and 1,524 m <sup>2</sup> per floor		\$401.00
5 stories or more and between 914 and 1,524 m <sup>2</sup> per floor		\$662.00
5 stories or more and over 1,524 m <sup>2</sup> per floor		\$921.00
Inspection or follow-up to an order <i>first hour</i>	15.2.1 (b)	\$108.00
Re-inspection or follow-up to an order <i>subsequent hours or part of hour</i>	15.2.1 (b)	\$67.00
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, second or each subsequent false alarm occurring in any calendar year	15.5.1	\$401.00
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	\$136.00
Caused by security alarm system	15.6.1	\$268.00
Monitoring agency not notified	15.7.1	\$268.00
Alternate solution report or application review	General	\$202.00



**SCHEDULE – FLOOD PROTECTION****Flood Protection Bylaw No. 10426**

<b>Description</b>	<b>Fee</b>
<u>Design Plan Prepared by City [s.1.2.1(d)]</u> a) Design plan prepared by <b>City</b> for One-Family Dwelling or Two- Family Dwelling	\$1,049.00 each
<u>Service Requests [s.2.4.1]</u> For responses by the <b>City</b> in connection with a request for maintenance or emergency services	\$316.00 each

**SCHEDULE – GARDEN CITY LANDS SOILS DEPOSIT FEES****Garden City Lands Soils Deposits Fees Bylaw No. 9900**

## Sections 2.1

<b>Dump Truck Type</b>	<b>Approximate Volume per Load</b>	<b>Fee</b>
Tandem	7m <sup>3</sup>	\$109.00
Tri-Tandem	9m <sup>3</sup>	\$136.00
Truck + Transfer	12m <sup>3</sup>	\$173.00

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

<b>Section</b>	<b>Application Type</b>	<b>Fee</b>
Section 2.1.3	Each compartment within a multiple publication news rack (MPN) for paid or free newspaper	\$191.00, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution box for paid newspapers	\$93.75, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution box for free newspapers	\$128.00, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution agent for paid or free newspaper	\$314.00, plus applicable taxes, per year
Section 2.4.3	Storage fee for each newspaper distribution box	\$128.00, plus applicable taxes, per year

**SCHEDULE – PARKING (OFF-STREET) REGULATION****PARKING (OFF-STREET) REGULATION Bylaw No. 7403****EV Charging – City EV Parking Stall User Fees**

## Section 3.5.3

<b>Description</b>	<b>Fee</b>
<u>Charging Level of EV Supply Equipment</u>	<i>Per minute</i>
Level 2 – 3.1kW to 9.6kW Charging Session Parking Rate	Initial 2 hrs: \$0.0333/min (\$2.00/hr) After 2 hrs: \$0.0833/min (\$5.00/hr)
Level 3 – 25kW Charging Session Parking Rate	\$0.1333/min (\$8.00/hr)
Level 3 – 50kW Charging Session Parking Rate	\$0.2666/min (\$16.00/hr)

**PARKING (OFF-STREET) REGULATION Bylaw No. 7403**

## Section 5.1.3, 6.1.2

<b>Description</b>	<b>Fee</b>
<i>Pay Parking Fees:</i>	All rates include applicable taxes.
All Off-Street City Property Locations, other than those set out below	\$3.25 per hour – 7:00 am to 9:00 pm
6131 Bowling Green Road	\$3.25 per hour – 7:00 am to 9:00 pm
6500 Gilbert Road	\$3.25 per hour – 7:00 am to 9:00 pm Gateway Theater Productions - \$6.25 for maximum stay
7840 Granville Avenue	\$2.75 per hour – 7:00 am to 4:00 pm
5540 Hollybridge Way	\$2.75 per hour – 7:00 am to 9:00 pm \$9.50 per day
3500 McDonald Road	\$24.75 first day (vehicle towing watercraft trailer only) - Plus \$12.00 per additional day (to a maximum of 5 days)
<i>Parking Permit / Decal Fees:</i>	
All Off-Street City Property Locations, other than those set out below.	\$44.50 per calendar month plus applicable taxes, subject to discounts of:  - 10% for groups of 11 or more permit decals
Gateway Theater Staff Parking (6500 Gilbert Road)	\$6.00 per calendar year, plus applicable taxes
Richmond Lawn Bowling Club Members Parking (6131 Bowling Green Road)	\$6.00 per calendar year, plus applicable taxes
Richmond Seniors' Centre Members Parking (Minoru Park)	\$9.00 per calendar year, plus applicable taxes
Richmond Tennis Club Members Parking (Minoru Park)	\$6.00 per calendar year, plus applicable taxes
Richmond Winter Club Members Parking (5540 Hollybridge Way)	\$6.00 per calendar year, plus applicable taxes
McDonald Beach – Watercraft Trailer Parking (3500 McDonald Road)	\$110.00 Richmond Residents, per calendar year, plus applicable taxes  \$165.00 Non-Richmond Residents, per calendar year, plus applicable taxes

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

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<b><u>Sand Turf (With Lights)</u></b>		
Commercial (all ages)		
<i>Full size</i>	\$44.50	per hour
<i>Mini field</i>	\$22.75	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$36.00	per hour
<i>Mini field</i>	\$19.00	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$13.00	per hour
<i>Mini field</i>	\$7.25	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$26.75	per hour
<i>Mini field</i>	\$14.00	per hour
<b><u>Sand Turf (No Lights)</u></b>		
Commercial (all ages)		
<i>Full size</i>	\$32.00	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$25.75	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$9.50	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$20.00	per hour
<b><u>Soil Turf (No Lights)</u></b>		
Commercial (all ages)		
<i>Full size</i>	\$11.50	per hour
<i>Mini field</i>	\$6.50	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$9.25	per hour
<i>Mini field</i>	\$5.75	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$4.75	per hour
<i>Mini field</i>	\$3.50	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$7.25	per hour
<i>Mini field</i>	\$4.75	per hour

\*As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.

**Playing Field User Fees (cont.)**  
**Artificial Turf Fees**

<b>Description</b>	<b>Fee</b>	<b>Units</b>
Richmond Youth Groups*		
<i>Full size</i>	\$27.00	per hour
<i>Mini field</i>	\$14.00	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$45.25	per hour
<i>Mini field</i>	\$23.25	per hour
Commercial/Non-residents (all ages)		
<i>Full size</i>	\$65.50	per hour
<i>Mini field</i>	\$33.75	per hour

*\*As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.*

**Playing Field User Fees**  
**Ball Diamonds**

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<u>Sand Turf (With Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$28.75	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$23.00	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$8.50	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$18.00	per hour
<u>Sand Turf (No Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$25.75	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$21.00	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$8.00	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$16.75	per hour

**Playing Field User Fees**  
**Ball Diamonds (cont.)**

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<u>Soil Turf (No Lights)</u>		
Commercial (all ages) <i>Full size</i>	\$8.25	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$7.00	per hour
Richmond Youth Groups* <i>Full size</i>	\$4.00	per hour
Richmond Adult Groups* <i>Full size</i>	\$6.00	per hour
<u>Artificial Turf (With Lights)</u>		
Commercial (all ages) <i>Full size</i>	\$70.00	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$70.00	per hour
Richmond Youth Groups* <i>Full size</i>	\$28.75	per hour
Richmond Adult Groups* <i>Full size</i>	\$48.00	per hour

*\*As per City of Richmond Policy 8701 groups must have a minimum of 70% 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)**

<b>Description</b>	<b>Fee</b>	<b>Units</b>
Training Fee – all ages Track and Field Club	\$905.00	per year
Richmond Youth Meets*	\$172.00	per meet
Richmond Adult Meets*	\$266.00	per meet
Private Group Track Meets or Special Events	\$661.00	per day
Private Group Track Meets or Special Events	\$56.50	per hour

*\*As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.*



**SCHEDULE – POLLUTION PREVENTION AND CLEAN-UP****Permit Application Fees**

## Section 6.1.2

<b>Description</b>	<b>Fee</b>
Application Fee	\$3,284.00
Request for comfort letters per civic address and per unit	\$91.50

**SCHEDULE – PROPERTY TAX FEES****Property Tax Billing Information**

<b>Description</b>	<b>Fee</b>
Additional tax and/or utility bill reprints – per folio/account	\$7.25
Digital roll data report	\$989.00
Tax apportionment – per child folio	\$38.00
Mortgage company tax information request – per folio	12.50

**Property Tax Certificate Fees**

<b>Description</b>	<b>Fee</b>
Requested in person at City Hall	\$72.50
Requested through APIC	\$41.00

**Property Tax Sale**

<b>Description</b>	<b>Fee</b>
Tax Sale Registration Fee	\$180.00

**SCHEDULE – PUBLIC SPACE PATIO FEES****Public Space Patio Regulation Bylaw No. 10350****Section 2.3(c)**

<b>Public Space Patio Permit Application Fee</b>	<b>Fee</b>
Permit	\$300.00
Renewal	\$300.00
<b>Small Sidewalk Patio Permit Application Fee</b>	<b>Fee</b>
Permit	\$100.00
Renewal	\$100.00

**SCHEDULE – PUBLICATION FEES****Publication Fees**

<b>Description</b>	<b>Fee</b>
<u>As-Builts Drawings</u>	
A-1 Size, 24" x 36"	\$7.75
B Size, 18" x 24"	\$6.00
<u>Computer Sections Maps, 24" x 24"</u>	
Individual	\$7.75
Digital Download	\$97.50
<u>Custom Services</u>	
Custom Mapping (per hour)	\$78.50
<u>Engineering Manuals</u>	
Design Specifications (contents only)	\$125.00
Supplemental Specifications and Detail Drawings (contents only)	\$125.00
<u>GIS Data Requests</u>	
Non-refundable Data Request Fee	\$128.00
First Layer*	\$195.00
Each Additional Layer*	\$67.00
Digital download of GIS layers of Municipal Works of City of Richmond	\$7,845.00
<u>Street Maps</u>	
Large, 36" x 57"	\$10.50
Small, 22" x 34"	\$7.75
<u>Traffic Camera Video Recording Search Fee</u>	
Per Site (minimum charge)	\$394.00
Per hour additional for large requests	\$63.00

Utility Section Maps, 15" x 24"	
Individual	\$6.00
Digital Download	\$97.50

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

## **SCHEDULE – RCMP DOCUMENTATION FEES**

### **RCMP Documentation Fees**

<b>Description</b>	<b>Fee</b>
Criminal Record Checks	\$72.75
Volunteer Criminal Record Checks – Volunteering outside the City of Richmond	\$25.00
Volunteer Criminal Record Checks – Volunteering within the City of Richmond	No Charge
Police Certificate (including prints)	\$72.75
Fingerprints	\$72.75
Record of Suspension / Local Records Checks	\$72.75
Name Change Applications	\$72.75
Collision Analyst Report	\$670.00
Field Drawing Reproduction	\$49.25
Scale Drawing	\$143.00
Mechanical Inspection Report	\$291.00
Police Report and Passport Letter	\$72.75
Insurance Claim Letter	\$72.75
Court Ordered File Disclosure	\$72.75
* per page	*Plus \$3.50
**Shipping cost	**Plus \$10.00
Photos 4" x 6" (per photo)	\$5.00
***Shipping cost	***Plus \$10.00
Photos (each laser)	\$4.00
Digital Photo Reproduction	\$23.50
Video Reproduction (first hour)	\$72.75
- per additional half-hour of staff time	\$36.75
Audio Tape Reproduction (first hour)	\$72.75
- per additional half-hour of staff time	\$36.75
Information transfer/storage to USB	\$9.75

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

<b>Description</b>	<b>Fee</b>
<u>Driveway Crossing Application</u> Administration/Inspection Fee	\$101.00

**SCHEDULE – SANITARY SEWER****Sanitary Sewer Bylaw No. 10427**

<b>Description</b>	<b>Fee</b>
<u>Design Plan Prepared by City [s.1.2.1(d)]</u> a) Design plan prepared by <b>City</b> for One-Family Dwelling or Two- Family Dwelling	\$1,049.00 each
<u>Service Requests [s.2.7.1]</u> For responses by the <b>City</b> in connection with a request for maintenance or emergency services	\$316.00 each
<u>Application for Sanitary Sewer User Fee Reduction [s.2.3.1(b)]</u> Application fee	\$308.00 each

**SCHEDULE – SIGN REGULATION****Sign Regulation Bylaw No. 9700****Sections 1.12, 1.14**

<b>Description</b>	<b>Fee</b>
Base application fee (non-refundable)	\$90.25 (creditable towards appropriate permit fee)
Fee for home-based sign	\$90.25
Fee based on sign area (awning, banner, canopy, changeable copy, fascia, mansard roof, marquee, projected-image, projecting, under awning/canopy, window signs >25%)	<15.0m <sup>2</sup> : \$115.00 15.01-45.0m <sup>2</sup> : \$227.00 >45.01m <sup>2</sup> : \$394.00
Fee for new freestanding signs	< 3.0m <sup>2</sup> : \$227.00 3.01-9.0m <sup>2</sup> : \$450.00 9.01-15.0m <sup>2</sup> : \$674.00

Fee for temporary construction freestanding/fencing signs	Single/two family: \$115.00 \$65.75 for each additional 6 months.  3+ family construction: \$227.00 \$115.00 for each additional 6 months
Freestanding sign relocation fee (on same site)	\$227.00 (same as base f/s fee)
Permit processing fee for a sign without a permit	2x actual permit fee

### **SCHEDULE – SOIL DEPOSIT AND REMOVAL**

#### **Soil Deposit and Removal Bylaw No. 10200 Fees**

Sections 4.1.1d; 4.2.1; 4.4.1 (d); 4.7.1 (b)

<b>Description</b>	<b>Fee</b>
Soil and other Material Deposit or Removal Application Fee (over 100 cubic metres to 600 cubic metres)	\$630.00
Soil and Other Material Deposit or Removal Application Fee (over 600 cubic metres)	\$1,049.00
Security Deposit	\$5.02 per cubic metre (\$15,000 minimum to a maximum of \$200,000)
Volume Fee - Soil Removal	\$1.02 per cubic metre
Volume Fee - Soil Deposit (Soil or Other Material imported within the City)	\$1.02 per cubic metre
Volume Fee - Soil Deposit (Soil or Other Material imported from outside the City)	\$2.02 per cubic metre
Soil and Other Material Deposit or Soil Removal Permit Renewal Fee	\$316.00

**SCHEDULE - TRAFFIC****Traffic Bylaw No. 5870**

## Parking Fees

## Section 12A.3, 12B.4

<b>Description</b>	<b>Fee</b>
<i>Pay Parking Fees:</i>	All rates include applicable taxes.
Block Meter Zones	\$3.00 per hour – 8:00 am to 9:00 pm
<i>Parking Permit / Decal Fees:</i>	
Parking Permit Decal	\$54.00 per calendar month, plus applicable taxes, subject to discount of: <ul style="list-style-type: none"> <li>• 10% for groups of 11 or more permit decals</li> </ul>

**Traffic Bylaw No. 5870**

## Parking Fees

## Section 12B.1, 12B.4

<b>Description</b>	<b>Fee</b>
<i>Parking Permit / Decal Fees:</i>	
Parking Permit Decal	\$100.00 per calendar year, per registered vehicle <ul style="list-style-type: none"> <li>• <i>Registration is optional</i></li> <li>• <i>City Centre Parking Management Zone</i></li> </ul> <i>- Per Schedule K to Bylaw 5870</i>

**Traffic Bylaw No. 5870**

## Construction Permit Zone with Block Meter and/or Metered Parking Spaces

## Section 42.2A

Obstruction of Block Meter Machine	\$109.00 per day per block meter machine plus applicable taxes
Removal of Block Meter Machine	\$109.00 per block meter machine plus applicable taxes
Storage of Block Meter Machine	\$54.00 per month per block meter machine plus applicable taxes
Obstruction of Metered Parking Space	\$36.00 per day per metered parking space plus applicable taxes



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

Sections 4.2, 4.6

<b>Description</b>	<b>Fee</b>
<u>Permit application fee</u>	
To remove a hazard tree	No Fee
One (1) tree per parcel during a 12 month period	\$67.00
Two (2) or more trees	\$80.75 per tree
Permit renewal, extension or modification fee	\$67.00

**Tree Protection Bylaw No. 8057****Permit Fees**

Sections 4.4.1, 5.2.6, 7.6(c)

<b>Section</b>	<b>Description</b>	<b>Fee</b>
Section 4.4.1	Security Deposit for replacement tree under a permit: <ul style="list-style-type: none"> <li>- not related to works</li> <li>- related to a building permit</li> <li>- related to subdivision</li> </ul>	\$0 per replacement tree \$0 per replacement tree \$768 per replacement tree
Section 5.2.6	Security Deposit for retained tree that is not a significant tree: <ul style="list-style-type: none"> <li>- related to a building permit</li> <li>- related to subdivision <ul style="list-style-type: none"> <li>- for trees 20cm to 30cm caliper</li> <li>- for trees 31cm to 91cm caliper</li> </ul> </li> </ul>	\$0 per retained tree \$5,120 per retained tree \$10,240 per retained tree
Section 5.2.6	Security Deposit for retained tree, if significant tree	\$20,480 per significant tree
Section 7.6(c)	Security Deposit for replacement trees planted as compensation for a significant tree, if significant tree damaged, cut or removed without permit	\$20,480 per significant tree

**SCHEDULE – USE OF CITY STREETS****Traffic Bylaw No. 5870**

Obstruction of Traffic – Traffic Management Plan Review and Lane Closure Permit  
Section 6.3

<b>Description</b>	<b>Fee</b>
Application Review Fee	\$109.00

**Traffic Bylaw No. 5870**

Containers – Temporary Placement Permit  
Section 9A

<b>Description</b>	<b>Fee</b>
Permit Fee	\$32.50 per day

**Traffic Bylaw No. 5870**

Shared Vehicle Parking Space – Permit  
Section 12C

<b>Description</b>	<b>Fee</b>
Permit Fee	\$323.00 per year

**Traffic Bylaw No. 5870****EV Charging – City EV Parking Stall User Fees**

## Section 12D.4

<b>Description</b>	<b>Fee</b>
<u>Charging Level of EV Supply Equipment</u>	<i>Per minute</i>
Level 2 – 3.1kW to 9.6kW Charging Session User Fees	Initial 2 hrs: \$0.0333/min (\$2.00/hr) After 2 hrs: \$0.0833/min (\$5.00/hr)
Level 3 – 25kW Charging Session User Fees	\$0.1333/min (\$8.00/hr)
Level 3 – 50kW Charging Session User Fees	\$0.2666/min (\$16.00/hr)

**Traffic Bylaw No. 5870****Oversize Vehicles and Building Moves – Permit**

## Section 25.1

<b>Description</b>	<b>Fee</b>
Individual Vehicle Trip	\$27.25
One Vehicle for More than One Trip	\$109.00
One Building Move	\$54.00
Re-issuance of Building Move Permit as a Result of Changes Requested to Original Permit	\$27.25

**Traffic Bylaw No. 5870****Construction Zones – Permit**

## Section 42.1

<b>Description</b>	<b>Fee</b>
Permit Fee	\$323.00
* per day *Plus	\$32.50
** per metre of roadway to which permit applies, per day **Plus	\$1.00

**SCHEDULE – UNDERPINNING WORKS AND CONSTRUCTION FENCE ENCROACHMENT**

**Underpinning Works and Construction Fence Encroachment Bylaw No. 9833**  
Sections 2.1, 2.2 and 3.4

<b>Description</b>	<b>Fee</b>
<b>Underpinning Works</b>	
Application Fee	\$562.00 per Underpinning Works Permit application
Encroachment Fee	\$59.25 per square meter of excavation face that will be supported by the Underpinning Works
Inspection Fee	\$268.00
Additional Inspection Fees	\$101.00 per additional inspection if additional inspection(s) are required as a result of initial inspection showing deficiencies
Security Deposit	\$5,593.00 plus such additional amounts set forth in section 2.2 of Bylaw No. 9833
<b>Construction Fence</b>	<b>Fee</b>
Application Fee	\$115.00 per Construction Fence Permit application
Encroachment Fee	\$11.75 per year per square meter of encroachment
Inspection Fee	\$268.00
Additional Inspection Fees	\$101.00 per additional inspection if additional inspection(s) are required as a result of initial inspection showing deficiencies
Security Deposit	\$5,593.00

**SCHEDULE - VEHICLE FOR HIRE REGULATION**

**Vehicle for Hire Regulation Bylaw No. 6900**  
**Permit & Inspection Fees**  
Sections 3.7, 6.3

<b>Description</b>	<b>Fee</b>	<b>Units</b>
Transporting of trunks	\$8.25	per trunk
Towing permit	\$67.00	
Inspection fee for each inspection after the second inspection	\$34.75	

**SCHEDULE – VISITING DELEGATION, STUDY TOUR AND CITY HALL TOUR****Visiting Delegation, Study Tour and City Hall Tour Bylaw No. 9068****Section 2.1**

<b>Description</b>		<b>Fee</b>
City Hall Tour		\$295.00 plus room rental fee
Visiting Delegation or Study Tour	Up to 2 hours	\$295.00 plus room rental fee
	2 to 4 hours	\$586.00 plus room rental fee
	More than 4 hours	\$1,169.00 plus room rental fee

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

<b>Description</b>	<b>Fee</b>
Permit application fee for new lawns or landscaping (s.3.1.1(a))	\$40.50
Permit application fee for nematode applications for European Chafer Beetle control, where property does not have water meter service (s.3.1.1(b))	\$40.50
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, Design Drawing and Inspection Fees**

<b>Description</b>	<b>Fee</b>
<u>Culvert</u>	
Application Fee	\$596.00
City Design Option	\$1,495.00
Inspection Fee	\$134.00 plus \$27.00 per additional linear metre of culvert over 5 metres wide
<u>Bridge</u>	
Application Fee	\$136.00
Inspection Fee	\$263.00

*Note: There is no City Design Option for bridges.*

**Watercourse Protection and Crossing Bylaw No. 8441  
Riparian Management Area Building Permit – Application Review Fees  
Section 8.2**

<b>Description</b>	<b>Fee</b>
<u>Application Review Fees</u>	
(a) Single or two family dwelling construction	\$822.00
(b) Single or two family dwelling demolition	\$384.00
(c) Addition to and/or accessory building over 10 m <sup>2</sup> (for single or two family dwellings) construction	\$384.00
(d) Addition to and/or accessory building over 10 m <sup>2</sup> (for single or two family dwellings) demolition	\$384.00
(e) Retaining wall over 1.2 m in height, for single or two family dwelling	\$384.00
(f) Site services for single or two family dwelling	\$384.00
(g) Combination of three (3) or more of the following: single or two family dwelling construction and/or demolition, addition to and/or accessory building over 10m <sup>2</sup> for single or two family dwellings construction and/or demolition, retaining wall over 1.2 m in height, for single or two family dwelling, and/or site services for single or two family dwelling.	\$1,643.00

*Note: Other than as set out above there are no Building Permit application review fees for activities in or adjacent to riparian management areas*



**Watercourse Protection and Crossing Bylaw No. 8441**  
**Development in Riparian Management Area Inspection Fees**  
Section 8.5

<b>Description</b>	<b>Fee</b>
<u>Initial Inspection Fee</u>	\$82.50
<u>Re-inspection Fees</u>	
(a) first additional inspection	\$82.50
(b) second additional inspection	\$165.00
(c) third additional inspection	\$330.00
<i>Note: the fee for each additional inspection after the third additional inspection, required as a result of prior inspection showing deficiencies, will be at double the cost of each immediately previous inspection</i>	

**SCHEDULE – WATERWORKS**

**Waterworks and Water Rates Bylaw No. 5637**

<b>Description [Section]</b>	<b>Fee</b>
<u>Design Plan Prepared by City [s. 2(d)]</u>	
(a) Design plan prepared by City for One-Family Dwelling or Two-Family Dwelling	\$1,049 each
(b) Design plan for all other buildings	\$2,098 each
For each turn on or turn off [s. 11(a)(iii), s. 11(c)(i)]	\$114.00
For each non-emergency service call outside regular hours [s. 11(b)(i)]	Actual Cost
Fee for testing a water meter [s. 26(a)]	\$397.00
Fee for water meter verification request [s. 26(d)]	\$52.50
Troubleshooting on private property	Actual Cost
<u>Fire flow tests of a watermain</u>	
(a) First test	\$263.00
(b) For each subsequent test	\$158.00
Locate or repair of curb stop service box or meter box	Actual Cost
<u>Fee for use of City fire hydrants [s. 37]</u>	
(a) Where the installation of a water meter is required:	
(i) Refundable Deposit	\$358.00
(ii) Consumption fee: the greater of the rates set out in Item 1 of Bylaw No. 5637 Schedules “B” or “C”, or	\$230.00
(b) Where the installation of a water meter is not required:	
(i) First day	\$230.00

(ii) Each additional day of use beyond the first day	\$75.75
<u>Fee for use of Private fire hydrants [s. 37.1]</u>	
(a) Where the installation of a water meter is required:	
(i) Refundable Deposit	\$378.00
(ii) Consumption fee: the greater of the rates set out in Item 1 of Bylaw No. 5637 Schedules “B” or “C”, or	\$222.00
(b) Where the installation of a water meter is not required:	
(i) First day	\$106.00
(ii) Each additional day of use beyond the first day	\$68.50

### **SCHEDULE – WHARVES REGULATION**

#### **Wharves Regulation Bylaw No. 10182**

#### **Moorage Fees**

#### **Section 4.1**

Moorage Fee \$1.50/foot/24 hour period

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*Note: All stays at Imperial Landing are limited to a maximum of three (3) consecutive days within a fourteen (14) day period.*

*Separate tickets must be purchased for each day of moorage (i.e. 24 hour period). The separate tickets may be purchased at the same time OR a single ticket can be purchased at the beginning of each day.*

*Tickets are non-transferable.*



**Building Regulation Bylaw No. 7230,  
Amendment Bylaw No. 10467  
(2023 Step Code Requirements for New Buildings)**

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

1. *Building Regulation Bylaw No. 7230*, as amended, is further amended by deleting Section 10.1.1 and replacing it with the following:

“10.1.1 Part 3 and Part 9 **buildings** and **structures** must be designed and **constructed** in compliance with the applicable step of the **energy step code** and the applicable GHG emission level of the **zero carbon step code** as set out in the schedule below:

<i>Buildings subject to Part 9 of the Building Code</i>				
Building Type	Building permit application filed on or after September 1, 2018	Building permit application filed on or after December 15, 2020	Building permit application filed on or after July 1, 2022	Building permit application filed on or after October 31, 2023
Townhomes and apartments	Step 3	Step 3 OR Step 2 and a low carbon building energy system	Step 5 OR Step 4 (using <b>absolute metrics</b> for the <b>building envelope performance requirement</b> ) OR Step 3 (using <b>absolute metrics</b> for the <b>building envelope performance requirement</b> ) and EL-3	Step 5 and EL-2 OR Step 4 (using <b>absolute metrics</b> for the <b>building envelope performance requirement</b> ) and EL-3 OR Step 3 (using <b>absolute metrics</b> for the <b>building envelope performance requirement</b> ) and EL-4
Single family, duplex and other dwelling units	Step 1			

<i>Buildings subject to Part 3 of the Building Code</i>				
Building Type	Building permit application filed on or after September 1, 2018	Building permit application filed on or after December 15, 2020	Building permit application filed on or after July 1, 2022	Building permit application filed on or after October 31, 2023
<b>Hotels and Motels</b>	n.a.	Step 3 OR Step 2 and a <b>low carbon building energy system</b>	Step 3 OR Step 2 and a <b>low carbon building energy system</b>	Step 4 and EL-1 OR Step 3 and EL-2 OR Step 2 and EL-3
<b>Other Group C Residential occupancies</b> greater than 6 stories or <b>non-combustible construction</b> (not including hotel and motel occupancies)	Step 3 OR Step 2 and a <b>low carbon building energy system</b>		Step 3 OR Step 2 and a <b>low carbon building energy system</b>	Step 3 and EL-1 OR Step 2 and EL-2
<b>Other Group C Residential occupancies</b> 6 stories or less and <b>combustible construction</b> (not including hotel and motel occupancies)	Step 3		Step 4 OR Step 3 and a <b>low carbon building energy system</b>	Step 4 and EL-1 OR Step 3 and EL-2
<b>Group D Business and personal services occupancies</b> or <b>Group E mercantile occupancies</b>	Step 2		Step 3 OR Step 2 and a <b>low carbon building energy system</b>	Step 3 and EL-1 OR Step 2 and EL-2

2. *Building Regulation Bylaw No. 7230*, as amended, is further amended at Section 16.1 by adding the following definitions in alphabetical order:

**“EL-1** means the requirements of GHG emission level EL-1, as set out in the **Zero Carbon Step Code**.

**EL-2** means the requirements of GHG emission level EL-2, as set out in the **Zero Carbon Step Code**.

**EL-3** means the requirements of GHG emission level EL-3, as set out in the **Zero Carbon Step Code**.

**EL-4** means the requirements of GHG emission level EL-4, as set out in the **Zero Carbon Step Code**.

**ZERO CARBON STEP CODE** means the requirements set out in Sections 9.37 and 10.3 of the **building code** and includes GHG emission level EL-1, EL-2, EL-3 and EL-4.”

3. *Building Regulation Bylaw No. 7230*, as amended, is further amended at Section 16.1 by deleting b) of the definition of “Low Carbon Building Energy System” and replacing it with the following:

“b) for **buildings** subject to Part 9 of the **building code**, modelled annual GHG emissions from **building** energy use of:

- i) no more than 1200 kg CO<sub>2</sub>e per dwelling unit per year; or
- ii) no more than 6 kg CO<sub>2</sub>e per square meter of conditioned floor space per year;”

4. This Bylaw may be cited as “**Building Regulation Bylaw No. 7230, Amendment Bylaw No. 10467**”.

FIRST READING  
SECOND READING  
THIRD READING  
ADOPTED

SEP 25 2023  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CITY OF RICHMOND
APPROVED by 
APPROVED by Manager or Solicitor  BRB

\_\_\_\_\_  
MAYOR

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





**Richmond Zoning Bylaw 8500  
Amendment Bylaw 10271  
(Two-Unit Dwellings (ZD7) – Francis Road (Blundell))**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 5.15 [Affordable Housing] by inserting the following into the table contained in Section 5.15.1(c) regarding Affordable Housing density bonusing provisions after the line for ZMU40:

Zone	Sum Per Buildable Square Foot of Permitted Principal Building
"ZD7"	\$8.50"

2. Richmond Zoning Bylaw 8500, as amended, is further amended by inserting the following into Section 16 (Site Specific Residential (Two Unit Dwelling) Zones, in numerical order:

**16.8 Two-Unit Dwellings (ZD7) – Francis Road (Blundell)**

**16.8.1 Purpose**

The **zone** provides for two **dwelling units** on a single **lot** fronting an **arterial road**, plus other compatible uses.

**16.8.2 Permitted Uses**

- housing, two-unit

**16.8.3 Secondary Uses**

- boarding and lodging
- community care facility, minor
- home business
- secondary suite

**16.8.4 Permitted Density**

1. The maximum **density** is one **two-unit housing** unit per lot.
2. The maximum **floor area** is the lesser of:
  - a) the **floor area** calculated using the **floor area ratio** of 0.4; and
  - b) 334.5 m<sup>2</sup>.
3. Notwithstanding Section 8.16.4.2(a), the reference to "0.4" is increased to a higher **density** of "0.6" if the **owner**, at the time **Council** adopts a zoning

amendment bylaw to include the **owner's lot** in the **ZD7 zone**, pays into the **affordable housing reserve** the sum specified in Section 5.15 of this bylaw.

4. Each **two-unit housing dwelling unit** must have a minimum **floor area** of 125.4 m<sup>2</sup> and must not exceed a maximum **floor area** of 183.9 m<sup>2</sup>.
5. Notwithstanding Sections 4.2.2 and 4.3, the following items are not included in the calculation of maximum **floor area**:
  - a) up to 37.5 m<sup>2</sup> of the attached **accessory buildings** per **two-unit housing dwelling unit** used for on-site parking purposes, which cannot be used for **habitable space**;
  - b) up to 10% of the **floor area** total calculated for the **lot** in question which must be used exclusively for covered areas of the **principal building**, provided that the covered areas are:
    - i) always open on two or more sides;
    - ii) never enclosed; and
    - iii) not located more than 0.6 m above the lowest horizontal floor;
  - c) one **accessory building** which is less than 10.0 m<sup>2</sup>; and
  - d) up to a maximum of 2.35 m<sup>2</sup> per **two-unit housing dwelling unit** for **floor area** occupied by those components of a **green building system** constructed or installed within the **principal building**.
6. Any portion of **floor area** in a **principal building** with a **ceiling height** which exceeds 5.0 m shall be considered to comprise two floors and shall be measured as such for the purposes of calculating **density**, except that a maximum of 10 m<sup>2</sup> of **floor area**, per **two-unit housing dwelling unit**, with a **ceiling height** which exceeds 5.0 m, provided such **floor area** is exclusively for interior entry and staircase purposes, are considered to comprise one floor.

#### 16.8.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 45% for **buildings**.
2. No more than 70% of a **lot** may be occupied by **buildings, structures and non-porous surfaces**.
3. The following percentages of the **lot area** is restricted to **landscaping** with live plant material:
  - a) 20% for **lots** less than 12.0 m wide;
  - b) 25% for **lots** of 12.0 m or more but less than 15.0 m in width; and
  - c) 30% for **lots** of 15.0 m or more in width.
  - d) any **side yard** area is excluded from the calculation of percentages of the **lot area** which is restricted to **landscaping** with live plant material.

#### 16.8.6 Yards & Setbacks

1. The minimum **front yard** is 6.0 m.
2. The minimum **interior side yard** is:

- a) 2.0 m for **lots** of 20.0 m or more in width;
  - b) 1.8 m for **lots** of 18.0 m or more but less than 20.0 m in width; and
  - c) 1.2 m for **lots** less than 18.0 m wide.
3. The minimum **exterior side yard** is 3.0 m, except where the **exterior side yard** is on an **arterial road** it is 6.0 m.
4. The minimum **rear yard** is the greater of 6.0 m or 20% of the total **lot depth**, for a maximum width of 60% of the rear wall of the **first storey**; and 25% of the total **lot depth**, for the remaining 40% of the rear wall of the **first storey** and any second **storey**, or **half (½) storey** above, up to maximum required **setback** of 10.7 m.
5. Notwithstanding Section 8.16.6.4 above:
- a) the minimum **rear yard** may be reduced to 6.0 m, as specified in a Development Permit approved by the City; and
  - b) for a **corner lot** where the **exterior side yard** is 6.0 m, the minimum **rear yard** is reduced to 1.2 m.
6. The minimum **setbacks** for **accessory buildings**, **carports** and **garages** are:
- a) 12.0 m for the **front yard**;
  - b) 3.0 m for the **exterior side yard**, except on an **arterial road** it is 6.0 m;
  - c) 1.2 m for the **interior side yard**; and
  - d) 6.0 m for the **rear yard**, except that for a **corner lot** where the **exterior side yard** is 6.0 m, the **rear yard setback** is reduced to 1.2 m.
7. Detached **accessory buildings** up to 10.0 m<sup>2</sup> may be located within the **interior side yard** and **rear yard** but no closer than 6.0 m of an **arterial road** and 3.0 m of a local **road**.
8. Notwithstanding Section 4.8 [Projections into Yards in Two-Unit Housing Zones], for this **zone** only, the following projections shall be permitted, subject to the *Building Code*:
- a) **balconies** and **bay windows** which form part of the **principal building**, may project into **front yard**, **rear yard** and **exterior side yard** no more than 0.6 m;
  - b) fireplaces and chimneys, whether enclosed or unenclosed, which form part of the **principal building**, may project for a distance of:
    - i) 1.0 m into the **front yard**;
    - ii) 0.6 m into the **side yard**, limited to one exterior wall of the **principal building**, for the purposes of a chimney or fireplace assembly only, and shall not exceed 1.8 m in horizontal length. No masonry footing is permitted for the chimney or fireplace assembly; and
    - iii) 0.6 m into the **rear yard**;
  - c) **porches** which form part of the **principal building**, that are less than 5.0 m in **height** and open on those sides which face a public **road** may project for a distance of:

- i) 1.5 m into the **front yard**;
  - ii) 0.6 m into the **exterior side yard**; and
  - iii) 1.5 m into the **exterior side yard**, where the **exterior side yard** is 6.0 m.
  - d) **building** elements in the **principal building** that promote sustainability objectives such as solar panels, solar hot water heating systems and rainwater collection systems may project into the **side yard** and **rear yard** no more than 0.6 m;
  - e) other portions of the **principal building** which are less than 2.0 m in **height** may be located within the **rear yard** but no closer than:
    - i) 3.0 m of a public road.
    - ii) 6.0 m of an **arterial road**; and
    - iii) 1.2 m of the **rear lot line** or a **side lot line**; and
  - f) where a **lot** has a **lot width** of 18.0 m or more, portions of the **principal building** which do not exceed 5.0 m in **height** (chimneys excepted) may project into the required **side yard** but in no event closer than 1.2 m to a **side lot line** (See **residential vertical lot width envelope** illustration in the definitions).
9. The minimum **building separation space** is 1.2 m, except that cantilevered roofs, **balconies**, unenclosed fireplaces and chimneys may project into the minimum **building separation space** for a distance of 0.6 m.

#### 16.8.7 Permitted Heights

- 1. The maximum **height** for **principal buildings** is 2 storeys or 9.0 m, whichever is less, but it shall not exceed the **residential vertical lot width envelope** and the **residential vertical lot depth envelope**. For a **principal building** with a flat roof, the maximum **height** is 7.5 m.
- 2. The ridge line of a front roof dormer may project horizontally up to 0.915 m beyond the **residential vertical lot depth envelope** but no further than the **setback** required for the **front yard**.
- 3. The ridge line of a side roof dormer may project horizontally up to 0.915 m beyond the **residential vertical lot width envelope** but no further than the **setback** required for the **interior side yard** or the **exterior side yard**.

#### 16.8.8 Subdivision Provisions/Minimum Lot Size

- 1. The minimum **lot area** is 464.5 m<sup>2</sup>.
- 2. The minimum **lot width** is 10.0 m;
- 3. The minimum **lot depth** is 30.0 m.

#### 16.8.9 Landscaping & Screening

- 1. **Landscaping** and **screening** shall be provided according to the provisions of Section 6.0.

**16.8.10 On-Site Parking**

1. On-site **vehicle** parking shall be provided according to the standards set out in Section 7.0, except:
  - a) at least 50% of the required residential **use parking spaces** shall be standard spaces;
  - b) at least 50% of the residential **use parking spaces** provided in a side-by-side arrangement within an enclosed **garage** shall be standard spaces;
  - c) where residents of a single **two-unit housing dwelling unit** intend to use two **parking spaces**, the two **parking spaces** may be provided in a **tandem arrangement** with one standard **parking space** located behind another one standard **parking space** and both standard **parking spaces** may be set perpendicular to the **adjacent** manoeuvring aisle;
  - d) the visitor parking requirement shall be 0.2 **parking spaces** per **dwelling unit** where **vehicle access** to the **lot** is from an **arterial road** and the same **vehicle access** is servicing more than two **dwelling units**;
  - e) for the purpose of this **zone** only, a standard space must have a minimum length of 5.5 m and a minimum width of 2.5 m and a small space must have a minimum length of 4.6 m and a minimum width of 2.3 m; and
  - f) for the purpose of this **zone** only, visitor **parking spaces** may be used collectively by two adjacent **lots** sharing a **vehicle access** from an **arterial road**, as specified in a Development Permit approved by the City.
2. Visitor **parking spaces** shall be:
  - a) marked with a clearly visible sign a minimum size of 300 mm by 450 mm with the words “VISITORS ONLY” in capital letters identifying the **parking spaces**; and
  - b) marked on the parking surface with the words “VISITORS ONLY” in capital letters a minimum 30 cm high and 1.65 m in length.

**16.8.11 Other Regulations**

1. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and Specific Use Regulations in Section 5.0 apply.”

3. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 10271”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

JUN 14 2021

JUL 19 2021

JUL 19 2021

JUL 19 2021

SEP 12 2023

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 

\_\_\_\_\_  
MAYOR

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





**Richmond Zoning Bylaw 8500  
Amendment Bylaw 10415 (RZ 22-011049)  
10331/10333 Bird 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/B)"**.

P.I.D. 007-482-370

Lot 40 Block B Section 26 Block 5 North Range 6 West New Westminster District Plan 14105

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 10415"**.

FIRST READING

OCT 11 2022

A PUBLIC HEARING WAS HELD ON

NOV 21 2022

SECOND READING

NOV 21 2022

THIRD READING

NOV 21 2022

MINISTRY OF TRANSPORTATION AND  
INFRASTRUCTURE APPROVAL

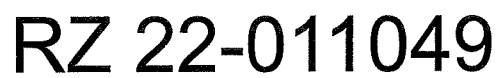
NOV 22 2022

ADOPTED

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MAYOR

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





Note: Dimensions are in METRES

~~CNCL - 368~~



**Development Permit Panel  
Wednesday, September 27, 2023**

Time: 3:30 p.m.

Place: Remote (Zoom) Meeting

Present: Cecilia Achiam, General Manager, Community Safety, Acting Chair  
Peter Russell, Director, Sustainability and District Energy  
James Cooper, Director, Building Approvals

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

**MINUTES**

It was moved and seconded

*That the minutes of the meeting of the Development Permit Panel held on Wednesday, August 23, 2023, be adopted.*

**CARRIED**

**1. DEVELOPMENT PERMIT 21-945828**  
(REDMS No. 7319330)

APPLICANT: Greater Vancouver Sewerage and Drainage District

PROPERTY LOCATION: 900 and 1000 Ferguson Road

INTENT OF PERMIT:

To facilitate upgrades through construction of secondary and tertiary treatment structures and related components for the existing wastewater treatment plant on a site designated Environmentally Sensitive Area.

## Development Permit Panel

### Wednesday, September 27, 2023

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#### Applicant's Comments

Nelson Szeto, Metro Vancouver, with the aid of a visual presentation (attached to and forming part of these minutes as Schedule 1), introduced the project, noting that (i) the proposed upgrade of the existing facility would accommodate future population growth of serviced areas, and (ii) meet provincial and federal regulatory requirements.

In addition, he spoke about the project goals, the ecological priorities, project stages, and delivery schedules, noting that the project is currently at the preliminary design stage and the secondary plant treatment facility is projected to be completed in 2035.

Sarah Primeau, space2place landscape architects, with the aid of the same visual presentation, briefed the Panel on the project's landscaping and ESA compensation scheme, highlighting the following:

- the proposed project site and design would minimize the ecological impact of the project;
- existing habitats around the project would be enhanced including the disturbed areas;
- an ESA Development Permit is required for the project as the entire site is currently designated as an ESA;
- there are five proposed ESA compensation areas for the project around the island with a total of 26.12 hectares, which is in excess of the required ESA compensation area of 23.08 hectares including previous ESA development permit commitments; and
- the applicant has committed to a monitoring program to ensure the long-term success of the project's proposed ESA compensation scheme and a construction environmental management plan to protect existing habitats during construction .

Matthew Woodruff, Local Practice Architecture + Design Ltd., spoke about the architectural component of the project, noting that (i) the proposed architecture complements the project's ecological restoration and ESA restoration objectives, (ii) the plant's façade will not be highly visible to the public, and (iii) a comprehensive sustainability plan for the whole Iona Island and sustainability strategies for individual building components have been developed.

## **Development Permit Panel**

### **Wednesday, September 27, 2023**

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#### **Staff Comments**

Wayne Craig, Director, Development, noted that (i) staff are satisfied that the proposed ESA compensation scheme would achieve a net gain and ecological area and ecological function, (ii) the existing structure on the site identified in the City's Heritage Registry was deemed not suitable for retention or repurposing as noted in the letter attached to the staff report, (iii) a legal agreement will be secured as a consideration of this DP indicating the structure shall not be demolished until there is a comprehensive heritage commemoration, salvage and implementation plan prepared by a qualified heritage professional and submitted to and reviewed by City staff and the Richmond Heritage Commission, and (iv) the proposed barge facility that is currently under consideration as a means of getting construction material to/from the site is not part of the subject application.

#### **Panel Discussion**

In reply to queries from the Panel, the applicant noted that (i) the potential exemption of the project from the BC Environmental Assessment Act is yet to be determined, (ii) the proposed project has the capacity to service the projected growth in the number of people serviced without impacting the ESA, (iii) the potential expansion of ESA through habitat banking has not been considered in the scope of the application, (iv) adaptation strategies are included in the flood adaptation plan for the island, and (v) there will be monitoring of the growth of compensation planting and the condition of habitats surrounding the proposed ESA compensation areas.

#### **Correspondence**

None.

#### **Gallery Comments**

None.

#### **Panel Discussion**

The Panel expressed support for the project, noting that (i) the proposed upgrade of the existing wastewater treatment plant is appreciated, (ii) the project is well designed, and (iii) the evolution of the project in the future would be positive based on the current plan.

**Development Permit Panel**  
**Wednesday, September 27, 2023**

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**Panel Decision**

It was moved and seconded

*That a Development Permit be issued at 900 and 1000 Ferguson Road to facilitate upgrades through construction of secondary and tertiary treatment structures and related components for the existing wastewater treatment plant on a site designated Environmentally Sensitive Area.*

**CARRIED**

**2. DEVELOPMENT PERMIT 22-011557**  
(REDMS No. 7313233)

APPLICANT: Jacky He

PROPERTY LOCATION: 6531 Francis Road

INTENT OF PERMIT:

Permit the construction of two front-to-back duplexes at 6531 Francis Road (one on each lot after subdivision) with shared vehicle access from Francis Road, on lots zoned “Arterial Road Two-Unit Dwellings (RDA)”.

**Applicant's Comments**

Jiang Zhu, Imperial Architecture, with the aid of a visual presentation (attached to and forming part of these minutes as Schedule 2), provided background information on the proposed development, highlighting the following:

- the proposed development includes two front-to-back duplexes separated by a shared drive-aisle in the middle;
- the central courtyard in the middle of the shared drive-aisle fronting the garages will be used for vehicle manoeuvring;
- the appearance of each duplex building is differentiated through the use of different roof shapes and colour tones, among others;
- each unit is provided with two side-by-side resident parking spaces;
- balconies on the second floor of the front units face the internal drive-aisle; and
- the project includes one convertible unit.



## **Development Permit Panel**

### **Wednesday, September 27, 2023**

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Eason Li, Homing Landscape Architecture, with the aid of the same visual presentation, briefed the Panel on the main landscaping features of the project, noting that (i) existing trees on the site will be retained and protected, (ii) one existing tree will be relocated, (iii) permeable pavers for the shared drive-aisle and pedestrian pathway are differentiated through the use of different colours, (iv) each unit is provided with a private yard space, (v) wood decking is provided for the rear units to create outdoor patio spaces and in order to maintain the grade, (vi) wood planters with trellises are proposed to separate the front and back units, and (vii) the overall landscape design meets the porous surface area requirement for the project.

#### **Staff Comments**

Mr. Craig noted that (i) there is a Servicing Agreement associated with the project for frontage improvements and site services, (ii) contracts with a certified arborist to supervise tree relocation and tree protection during construction are required, (iii) the project will achieve BC Energy Step Code Level 3 through the use of air source heat pumps, among others, and (iv) the air source heat pumps for heating and cooling have been designed and located to comply with the City's Noise Bylaw requirements.

#### **Panel Discussion**

Discussion ensued regarding potential landscaping treatments to break up the continuous wall along the west and east property lines. As a result of the discussion, the applicant was advised to work with staff to investigate opportunities to incorporate landscaping treatments, e.g. installing a high evergreen hedge on the central portion of the fencing to break up the continuous wall/fencing prior to the application moving forward for Council consideration.

Discussion ensued regarding the need for further differentiation of the front façade of each building. As a result of the discussion, the applicant was advised to work with staff to investigate further opportunities to differentiate the front façade of each duplex building.

#### **Correspondence**

None.

#### **Gallery Comments**

None.

**Development Permit Panel**  
**Wednesday, September 27, 2023**

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**Panel Decision**

It was moved and seconded

*That a Development Permit be issued which would permit construction of two front-to-back duplexes at 6531 Francis Road (one on each lot after subdivision) with shared vehicle access from Francis Road, on lots zoned “Arterial Road Two-Unit Dwellings (RDA)”.*

**CARRIED**

**3. DEVELOPMENT PERMIT 22-023105**  
(REDMS No. 7288456)

APPLICANT: 6333 Cooney Road Limited Partnership

PROPERTY LOCATION: 6333 Cooney Road

INTENT OF PERMIT:

To permit the construction of a high-rise building containing approximately 81 dwelling units at 6333 Cooney Road on a site zoned “High Rise Apartment (ZHR8) – Brighthouse Village (City Centre)”

**Applicant's Comments**

Dave Leung, Westbank Corp. and Daniel Hawreluk, Kasian Architecture and Interior Design, with the aid of a visual presentation (attached to and forming part of these minutes as Schedule 3), introduced the project and provided background information on the proposed development, highlighting the following:

- there have been design changes from the previously approved development permit to the current proposal including, among others, improvements in the public realm, architectural expression of the building, landscaping and changes in parking;
- live-work townhouse units are proposed along Cooney Road to provide for an interesting street frontage;
- Transportation Demand Management (TDM) measures are proposed for the project which include, among others, additional bicycle parking and provision of two car-share vehicles;
- the proposal includes 20 adaptable units; and
- penthouse units are located on the tower rooftop.

## Development Permit Panel

### Wednesday, September 27, 2023

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Ken Larsson, Connect Landscape Architecture, with the aid of the same visual presentation, briefed the Panel on the main landscape features of the project, noting that (i) the proposed landscaping has been enhanced to complement the new design of the building, (ii) roof gardens are proposed on different levels of the building; (iii) the common outdoor amenity area on Level 4 has been improved to provide more variety of uses, (iv) the indoor amenity pavilion is located adjacent to the common outdoor amenity area to improve the indoor-outdoor relationship, and (v) the proposed planting palette allows for layered planting and provides visual interest.

#### Staff Comments

Mr. Craig noted that (i) there is a Servicing Agreement associated with the project for frontage works and site services, (ii) the Servicing Agreement includes the construction of the new City lane along the south edge of the building, (iii) the new City lane will be used to provide future access to the neighbouring properties to the south should they redevelop in the future, (iv) the project has been designed to achieve BC Energy Step Code Level 2 with a Low Carbon Energy System, (v) the Low Carbon Energy System has been designed for future connection to the City's District Energy Utility (DEU), (vi) the building has been designed to achieve the City's aircraft noise mitigation requirements and the Canada Mortgage and Housing Corporation (CMHC) interior noise standards, and (vii) the provision of intensive green roofs on various parts of the building is appreciated by staff.

#### Panel Discussion

In reply to queries from the Panel, the applicant noted that (i) the proposed development will use triple low-e glazing system and air source heat pumps for heating and cooling to achieve energy efficiency, (ii) the development includes 81 residential units each provided with a balcony, (iii) modular green screens are installed on the podium walls at the north and west elevations of the building, (iv) green roofs are provided in the project, (v) the small mechanical unit on the tower rooftop is surrounded by landscaped buffers, and (vi) a dog wash area is provided in the parkade.

In reply to a query from the Panel, Mr. Craig noted that the project's TDM measures include, among others, the provision of electric vehicle charging station for car share parking spaces.

#### Correspondence

Ting Ling Wong, 1507-8288 Saba Road ([Schedule 4](#))

In reply to the concerns of Ting Ling Wong, Mr. Craig noted that (i) the density of the proposed development was determined through the rezoning application that was approved by Council, and (ii) the development will have to comply with the BC Building Code, in particular to sections relating to fire prevention and protection.

Thompson Lee and Clara Lee, 1501, 1601, and 1602 Saba Road ([Schedule 5](#))

## **Development Permit Panel**

### **Wednesday, September 27, 2023**

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In reply to Mr. and Ms. Lee's concerns regarding the potential geotechnical impact of the construction of the proposed development at 6333 Cooney Road on their existing building, Mr. Craig noted that geotechnical reports including proposed mitigation measures are required to be submitted by the applicant and approved by the City prior to Building Permit issuance.

#### **Gallery Comments**

Gary Cross, 503-8238 Saba Road, expressed concern regarding the past and current condition of the property at 6333 Cooney Road, noting that the subject property has been neglected for a long time. He further noted that currently, the subject property is unsightly and the overgrowth of blackberry bushes is affecting pedestrian circulation and safety along the sidewalk.

Discussion ensued between Mr. Cross and the applicant regarding the timeline for the completion of the project and construction hoarding. Mr. Cross noted that while he does not oppose the project, he wanted to ensure that construction would be well managed and efficient and the subject property kept clean and tidy and not impact pedestrian circulation and safety in the construction area.

In reply to Mr. Cross' construction-related concerns, the applicant noted that the project contractor would address his concerns. The applicant further noted that construction hoarding is also their priority concern as it is part of their marketing strategy.

Mr. Cross also brought to the Panel's attention the concern of a member of the public in the gallery who is a resident of 6340 Buswell Road, noting that the resident is concerned that his view would be obstructed and sunlight exposure limited by the proposed development as he lives on the ground floor of the existing low-rise apartment building to the west of the subject site.

In reply to the concern of the resident of 6340 Buswell Road, Mr. Craig advised that the proposed development meets the City's tower separation guidelines. Also, he clarified that the current application is for a development permit application and not for general compliance as there are significant changes to the design of the project from the one previously approved by Council.

#### **Panel Discussion**

The Panel expressed support for the project, noting that the current proposal is an improvement over the previous one.

**Development Permit Panel**  
**Wednesday, September 27, 2023**

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**Panel Decision**

It was moved and seconded

*That a Development Permit be issued which would permit the construction of a high-rise building containing approximately 81 dwelling units at 6333 Cooney Road on a site zoned “High Rise Apartment (ZHR8) – Brighthouse Village (City Centre)”.*

**CARRIED**

**4. DEVELOPMENT PERMIT 23-018670**  
(REDMS No. 7342153)

APPLICANT: Sandeep Mann

PROPERTY LOCATION: 10408 Dennis Crescent

INTENT OF PERMIT:

To permit the construction of a coach house at 10408 Dennis Crescent on a site zoned “Single Detached with Granny Flat or Coach House – Edgemere (RE1)”.

**Applicant’s Comments**

Navtej Dhot, Astonish Design and Detailing Ltd., with the aid of a visual presentation (attached to and forming part of these minutes as Schedule 6), provided background information on the proposed coach house, highlighting the following:

- the proposed coach house and two-car garage for the main house will be located on the east side of the property adjacent to the existing rear lane;
- an unenclosed parking space is provided for the coach house;
- a shared garbage and recycling enclosure for the residents of the main house and coach house is proposed;
- the coach house will be provided with a private open space;
- proposed pedestrian access to the coach house is from the rear lane and through the pedestrian walkway from Dennis Crescent along the north side of the subject property;
- two deciduous trees are proposed to be planted on the property; and
- the proposed exterior cladding materials and colours for the coach house are consistent with those of the main house.

## Development Permit Panel

### Wednesday, September 27, 2023

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#### Staff Comments

Mr. Craig noted that (i) the proposed coach house has been designed to achieve BC Energy Step Code Level 3 with the provision of an air source heat pump for heating and cooling, (ii) the proposed heat pump will be designed to meet the City's Noise Bylaw, and (iii) the applicant has agreed to plant two new trees in the subject property as a condition of Development Permit issuance.

#### Panel Discussion

Discussion ensued regarding the coach house wall facing the main house and as a result of the discussion, the applicant was advised to work with staff to investigate opportunities to install a high window on the ground floor to allow more sunlight exposure to the living space of the coach house.

#### Correspondence

None.

#### Gallery Comments

None.

#### Panel Discussion

The Panel expressed support for the project, noting that more coach houses in the City would be desirable to provide more housing choices for the City's residents.

#### Panel Decision

It was moved and seconded

*That a Development Permit be issued which would permit the construction of a coach house at 10408 Dennis Crescent on a site zoned "Single Detached with Granny Flat or Coach House – Edgemere (RE1)".*

**CARRIED**

#### 5. New Business

None.

#### 6. Date of Next Meeting: October 12, 2023



**Development Permit Panel**  
**Wednesday, September 27, 2023**

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**ADJOURNMENT**

It was moved and seconded  
*That the meeting adjourn (5:14 p.m.).*

**CARRIED**

Certified a true and correct copy of the  
Minutes of the meeting of the  
Development Permit Panel of the Council  
of the City of Richmond held on  
Wednesday, September 27, 2023.

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Cecilia Achiam  
Acting Chair

---

Rustico Agawin  
Committee Clerk



CNCL - 380

Rendering of Iona Island

# Iona Island WWTP – ESA DP Panel Review Meeting

CITY OF RICHMOND

**Nelson Szeto**

Project Manager, Early Works, IWWTP - Metro Vancouver

**Sarah Primeau**

Landscape Architect and Ecologist, space2place

**Matthew Woodruff**

Principal / Architect, Local Practice

**metrovan**couver

September 27, 2023



# TREATMENT PLANT UPGRADES

Design Parameters

## Flows from:

Vancouver  
(combined sewer)  
Richmond  
Burnaby  
Electoral Area A, UBC

## Accommodating growth:

946,000 people in 2051  
(516 ML/d)

metrovancouver



## REGULATORY REQUIREMENTS

- Federal *Fisheries Act* Wastewater Systems Effluent Regulations
- Provincial *Environmental Management Act*
  - Metro Vancouver's Integrated Liquid Waste and Resource Management Plan (2011)
    - Lions Gate (North Shore) WWTP by 2020
    - Iona Island WWTP by 2030





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## PROJECT GOALS

Wastewater  
Treatment

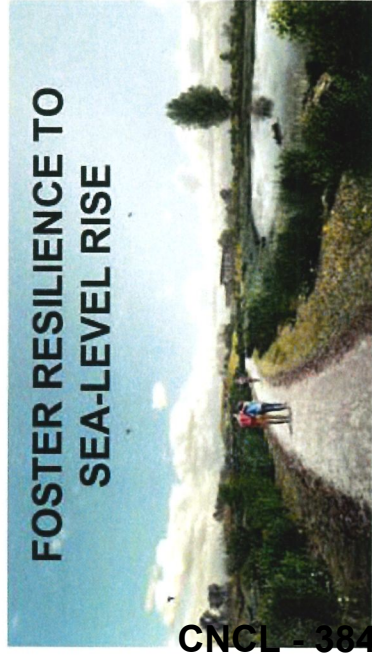
Resource  
Recovery

Community  
and Park  
Integration

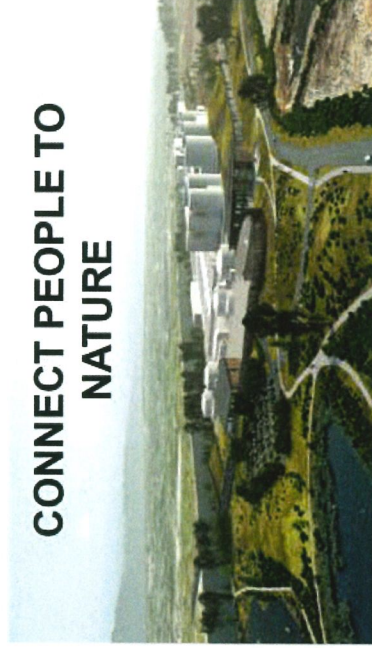


# ECOLOGICAL RESTORATION PROJECTS & PARK INTEGRATION

Ecological Priorities



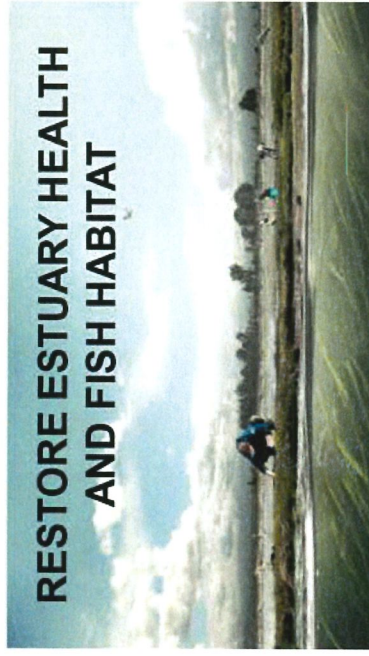
**FOSTER RESILIENCE TO  
SEA-LEVEL RISE**



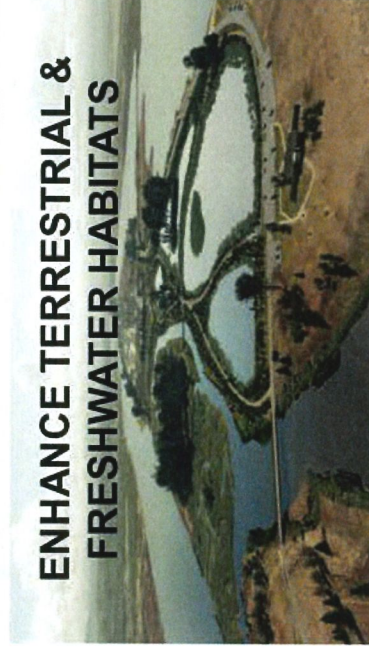
**CONNECT PEOPLE TO  
NATURE**



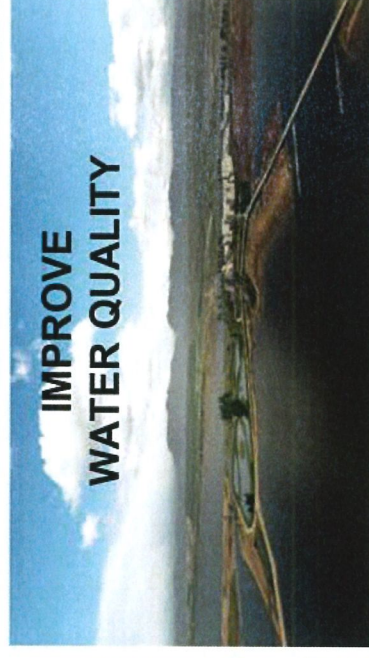
**COLLABORATE WITH  
xʷməθkʷəy̓əm (MUSQUEAM)**



**RESTORE ESTUARY HEALTH  
AND FISH HABITAT**



**ENHANCE TERRESTRIAL &  
FRESHWATER HABITATS**

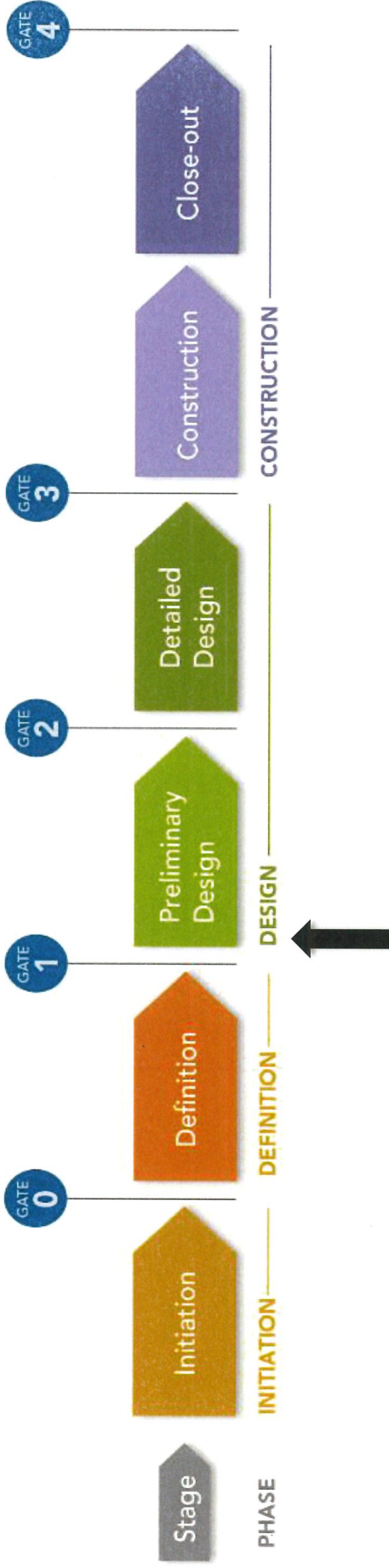


**IMPROVE  
WATER QUALITY**

CNCL - 384

## WHERE WE ARE

And What's Ahead

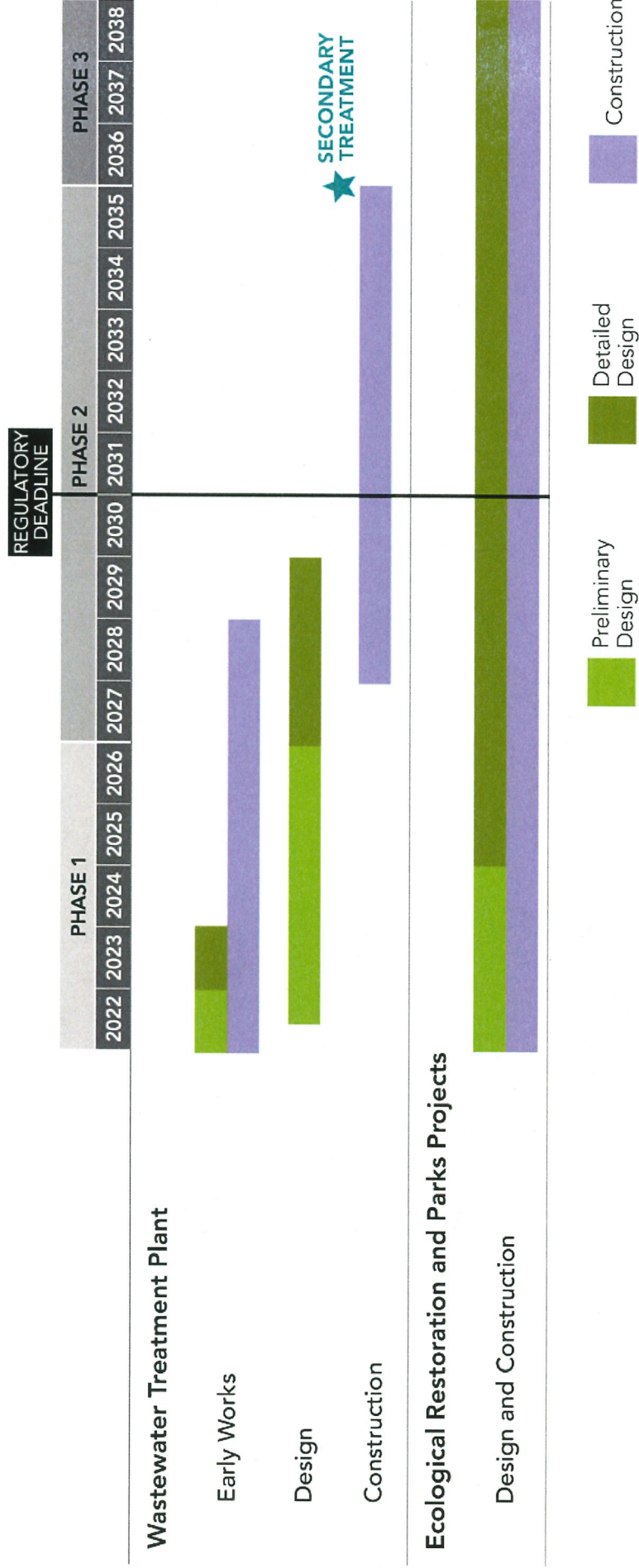


CNCL - 385

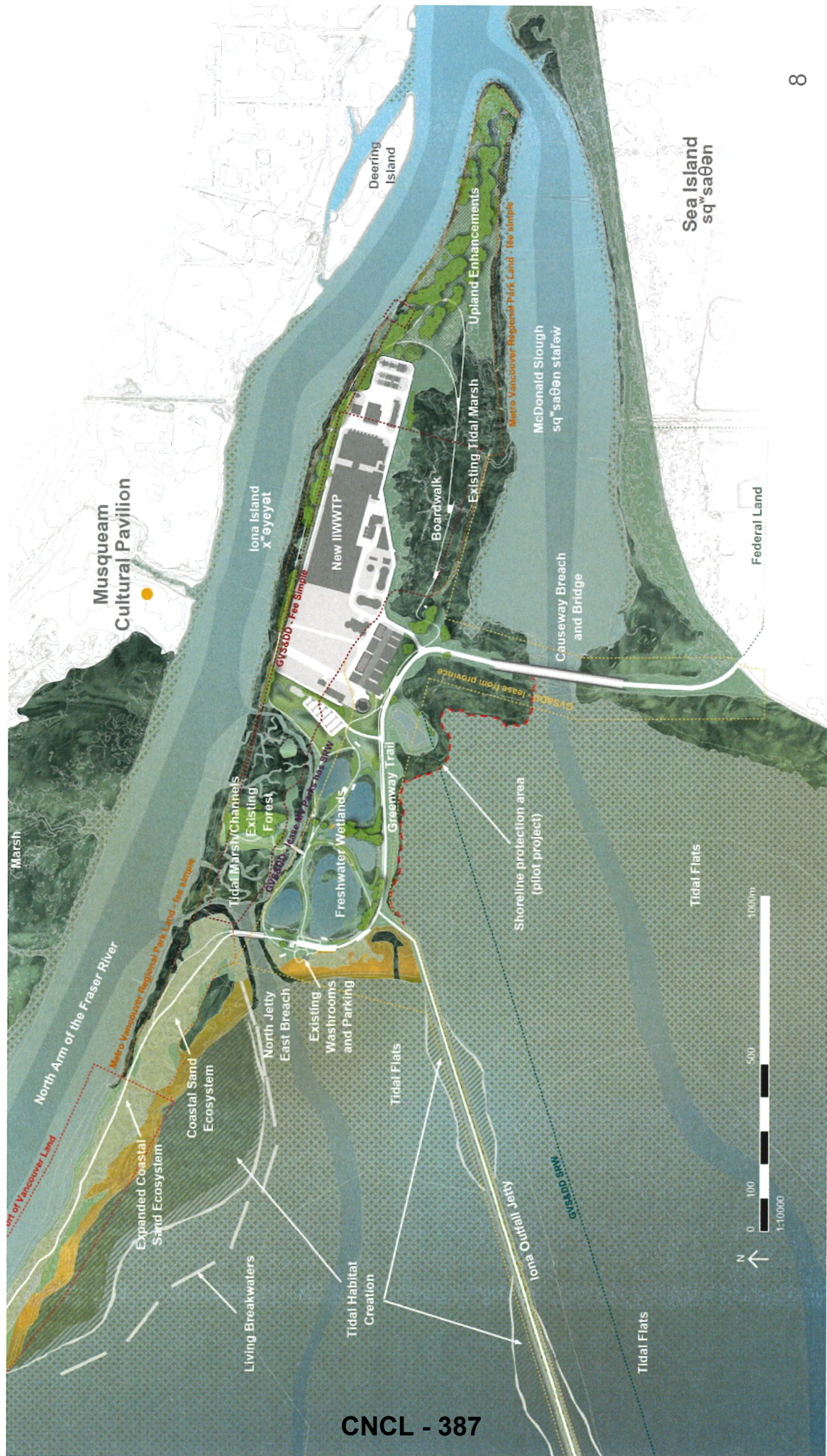
Project Definition Report received MV Board endorsement in March 2022



# DELIVERY SCHEDULE — OVERVIEW

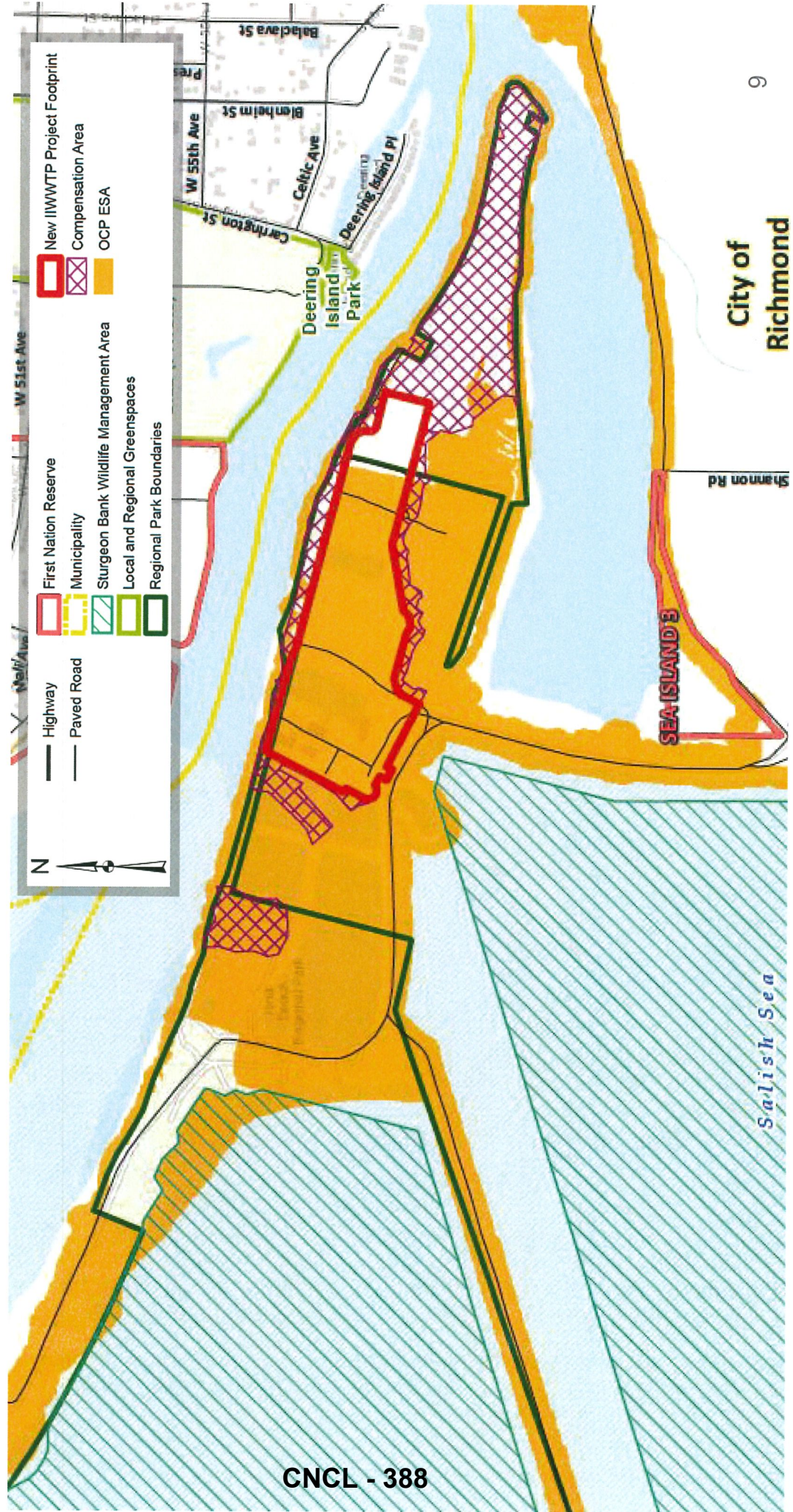






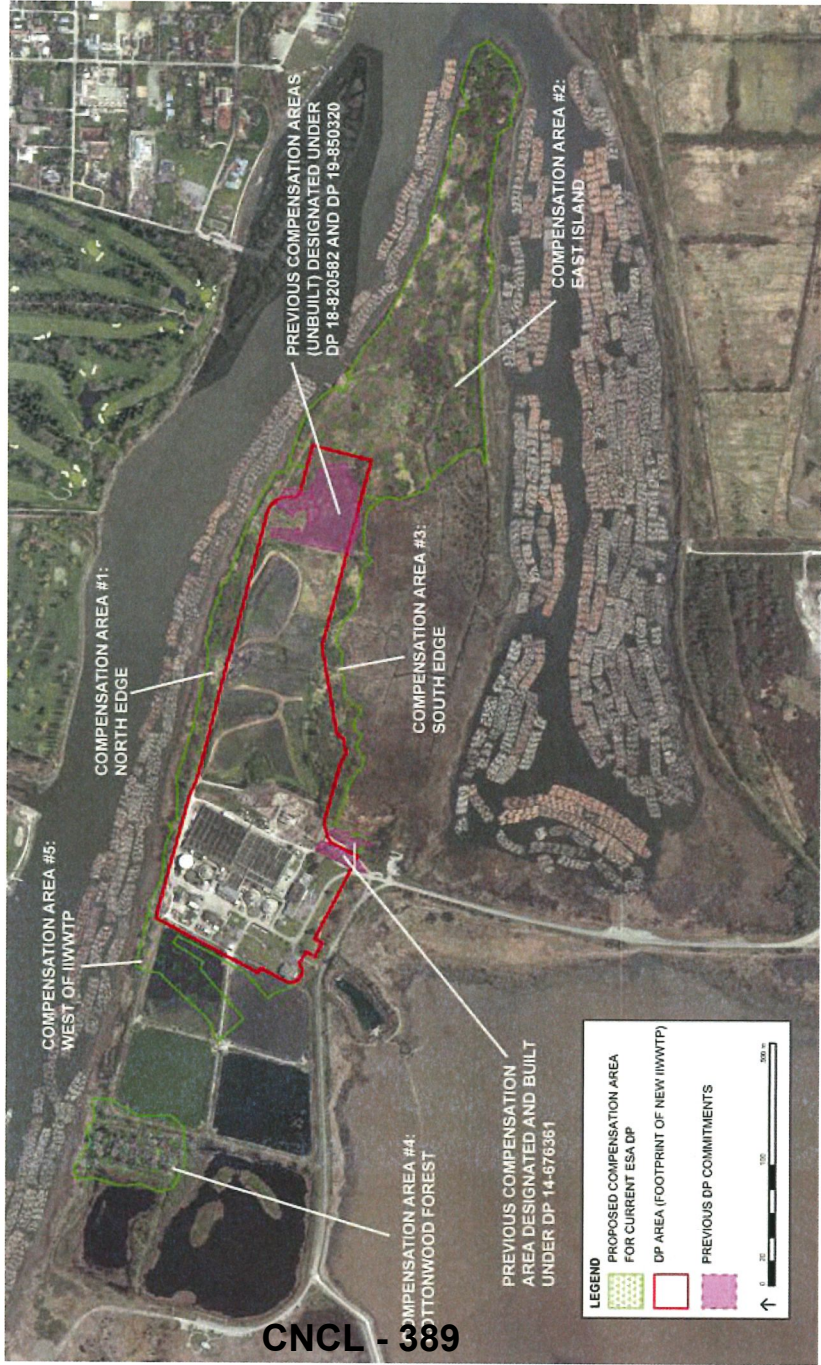


# WHY ESA DP?





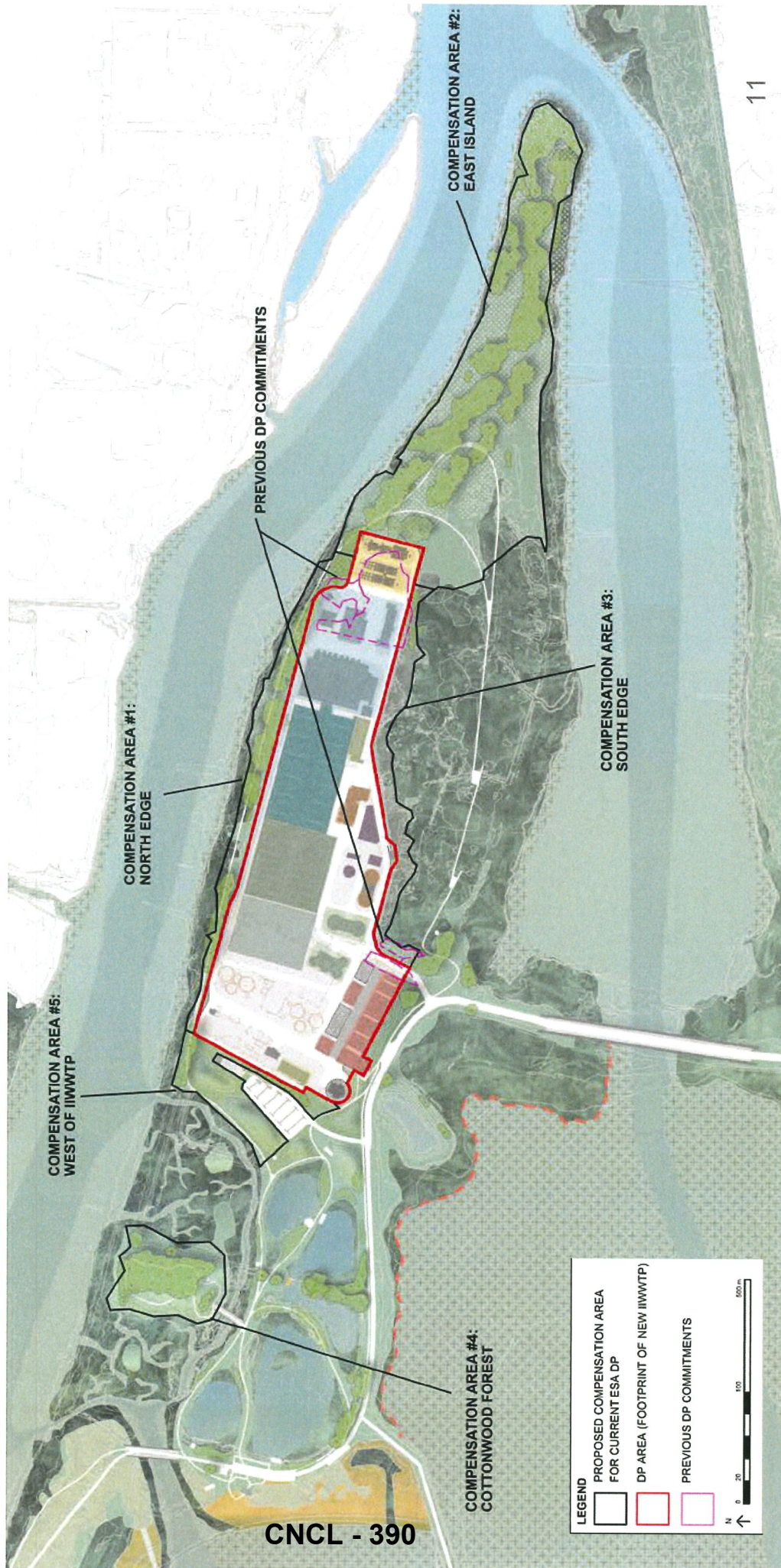
# COMPENSATION STRATEGY Impacted and Compensation Areas



Area of Disturbance or Compensated Area	Area (ha)
Previous Compensation Commitments	2.12
Impacted ESA Area within DP Footprint	20.96
<b>REQUIRED COMPENSATION</b>	<b>23.08</b>
<b>Proposed Compensation Areas:</b>	
Area #1 North edge	3.22
Area #2 East island	15.47
Area #3 South edge	2.30
Area #4 Cottonwood forest	2.88
Area #5 Areas west of new IWWTP	2.25
<b>PROPOSED COMPENSATION</b>	<b>26.12</b>
<b>Net difference between required and proposed compensation</b>	<b>+3.04</b>



# LANDSCAPE PLAN



CNCL - 390



# ARCHITECTURE – “FRONT DOOR” TO IONA ISLAND

CNCL - 391





# ARCHITECTURE – COMMUNITY INTEGRATION & STEWARDSHIP



CNCL - 392



# ISLAND-SCALE SUSTAINABILITY

## Nature-Based Flood Mitigation

Strategies may include living breakwaters, restored tidal habitats, and sediment augmentation, pending further study.

## Construction Waste

Maximizing synergies during construction of different phases of the Project to reduce material requirements and transport onsite and offsite (including concrete and precast material).

## GHG Emissions and Energy

Onsite renewable energy generation for park infrastructure; energy-efficient and solar powered (wherever possible) park equipment.

## Educational Hub

Interpretive education nodes speak to ecological restoration projects, site ecology, and waste and resource management to increase public awareness and understanding.

## Stormwater Management

Following decommissioning, one sludge lagoon intended for stormwater management during construction; after construction is complete, sludge lagoons converted to new tidal habitat.

## IRR - Reclaimed Water

Reclaimed water from the plant used for ecosystem restoration and landscape irrigation during vegetation establishment if needed.

## Landscape

Low-maintenance and low-irrigation landscape using native species.

## Materials

Maximize use of renewable and low-carbon materials (such as wood) for construction of park structures (bird blinds, picnic shelters).

## IRR - Reclaimed Water and District Energy

Possibility to provide reclaimed water and heat to northern side of Fraser River.

## Sustainable Transportation

Enhance and extend cycling and pedestrian trails, and provide bike parking and electric vehicles charging stations.

## IRR - Reclaimed Water and District Energy

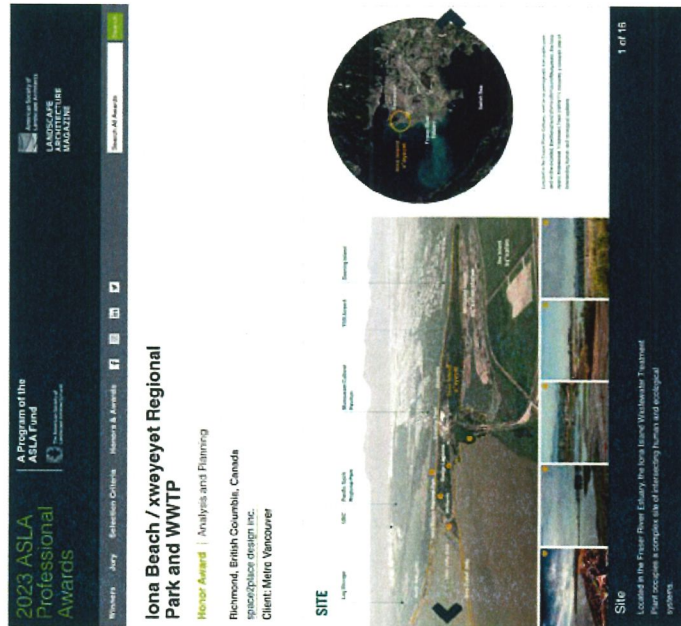
Plan for district energy and reclaimed water pipelines at McDonald Slough crossing.

## Musqueam Engagement

Planned involvement of Musqueam in detailed design to create places for knowledge transfer and native plant restoration.



# RECENT PROJECT RECOGNITION: ASLA AND CSLA AWARDS



American Society of Landscape Architects  
Honour Award

metrovanconover



Canadian Society of Landscape Architects  
National Award



Thank you

CNCL - 395

Iona Island Wastewater Treatment Plant

QUESTIONS?

**metrovancouver**  
Together we make our region strong





EXTRA SLIDES

CNCL - 396

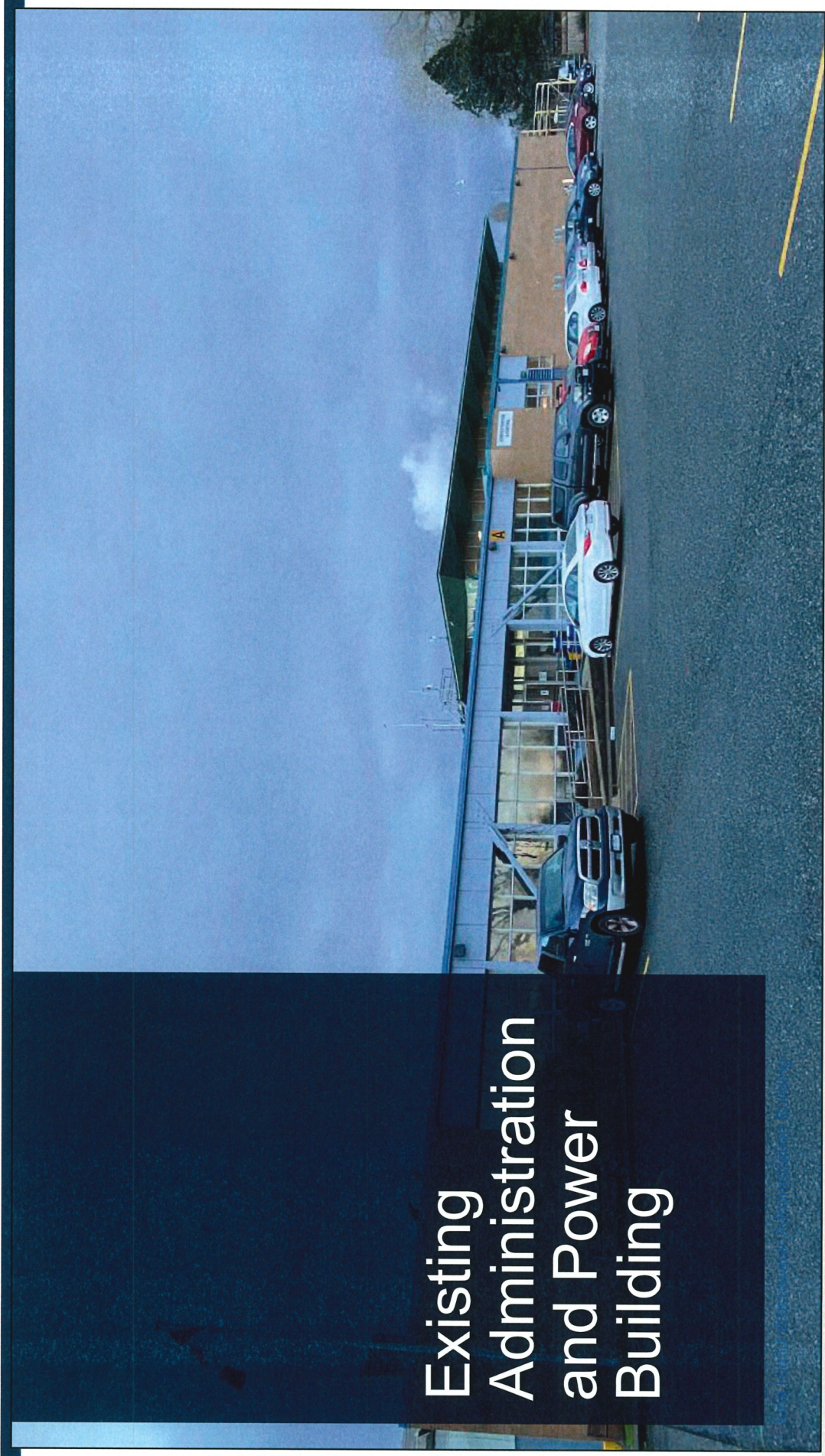
Iona Island Wastewater Treatment Plant

QUESTIONS?

**metrovancover**  
Together we make our region strong







# Existing Administration and Power Building

CNCL - 397

**metro**vancouver



## EXISTING POWER / CO GEN BUILDING



CNCL - 398



## EXISTING ADMINISTRATION BUILDING



CNCL - 399



## MONITORING AND MAINTENANCE

### Construction Monitoring

- **Construction Environmental Management Plan** will guide the environmental monitoring program during construction of the new IWWTP
- Will be finalized by end of 2023 and provided following completion

CNCL - 400

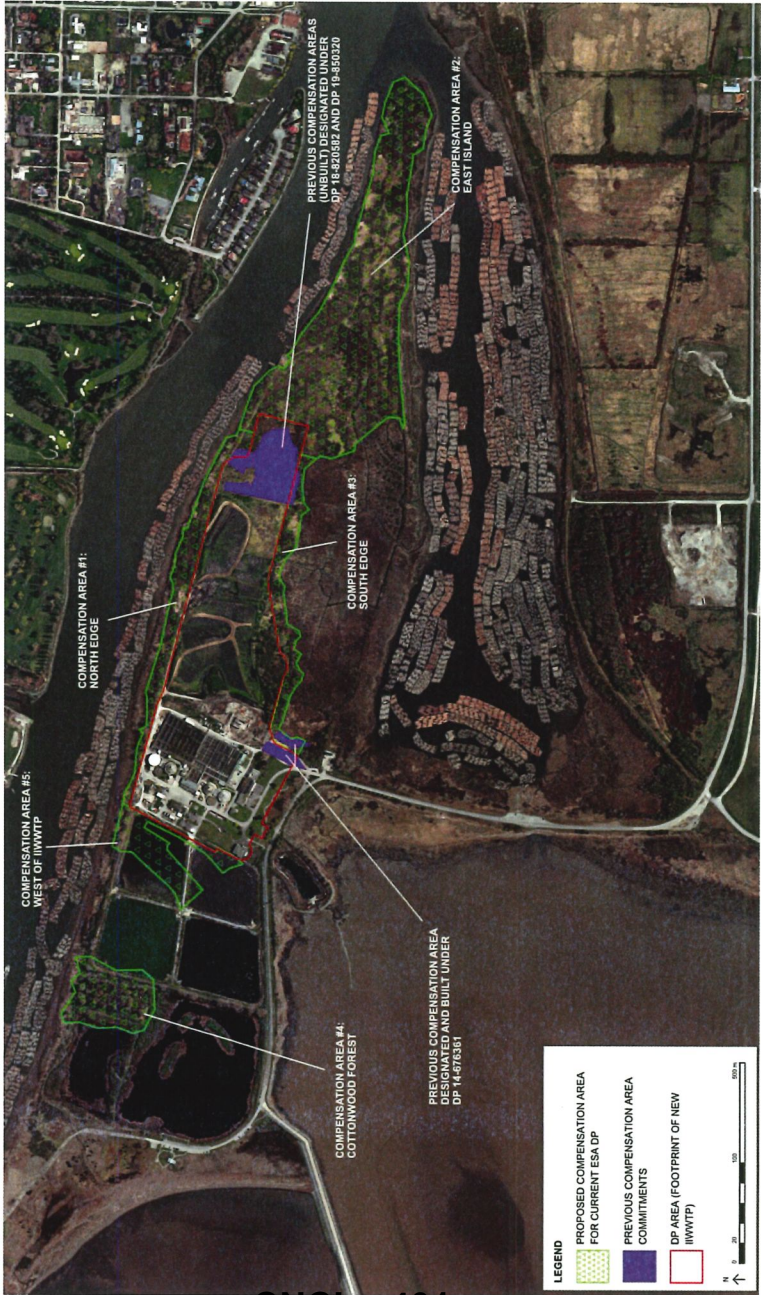
### Compensation and Restoration Monitoring

- **Compensation and Restoration Monitoring Plans** will support long-term restoration, maintenance and monitoring of compensation areas
- Will also be guided by a technical advisory group convened by Metro Vancouver
- Will be provided when construction drawings for relevant Ecological Restoration project areas reach the 90% level



# COMPENSATION STRATEGY

## Impacted and Compensation Areas



CNCL - 401

Area of Disturbance or Compensated Area	Approx. Area (ha)
<b>DP Area Overlapping IWWTP Project Footprint</b>	
Shoreline ESA	1.37
Wetland ESA	19.59
<b>Total Footprint</b>	<b>20.96</b>
<b>Previous Compensation</b>	
Compensation for DP 14-676361	0.33
Compensation for DP 18-820582	1.37
Compensation for DP 19-850320	0.30
Landscape work associated with DP 18-820582	0.12
Total of previous compensation commitments	<b>2.12</b>
<b>Total Area to be Compensated</b>	<b>23.08</b>
<b>Proposed Compensation Areas</b>	
Area #1 North edge	3.22
Area #2 East island	15.47
Area #3 South edge	2.30
Area #4 Cottonwood forest	2.88
Area #5 Areas west of new IWWTP	2.25
<b>Total Compensated Area</b>	<b>26.12</b>

Difference (between total footprint and total required compensation)

+3.04





# 4 UNIT DUPLEX DEVELOPMENT (RZ 19-878165 / DP 22-011557) AT 6531 FRANCIS ROAD, RICHMOND, BC

ISSUED FOR DP RESUBMISSION 2023-09-05

## CONTACT LIST

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ARCHITECT  
IMPERIAL ARCHITECTURE  
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SURVEYOR  
JCTIM & ASSOCIATES PROFESSIONAL LAND SURVEYORS  
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E-MAIL: OFFICE@JCTIM.COM

LANDSCAPE  
HOMING LANDSCAPE ARCHITECTURE  
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ARBORIST  
THE TREE POLICE  
CONTACT: SUZIE (WIN YIN LING, SA CERTIFIED ARBORIST)  
TEL: 604-448-2007  
EMAIL: SUZIE@THETREEPOLICE.COM

## DRAWING LIST

### ARCHITECTURAL:

- A0.0 COVER SHEET
  - A0.1 SITE AERIAL PHOTO
  - A0.2 SITE CONTEXT PLAN / STREET ELEVATION
  - A0.3 PROJECT DATA & STATISTICS
  - A0.4 PROJECT DATA & STATISTICS
  - A0.5 COLOR RENDERINGS
  - A0.6 COLOR RENDERINGS
  - A0.7 COLOR SAMPLE BOARD
  - A0.8 COLOR RENDERINGS
  - A0.9 COLOR SAMPLE BOARD
  - A1.0 SITE SURVEY
  - A1.1 PARKING PLAN
  - A1.2 SITE COVERAGE OVERLAY
  - A1.3 PRIVATE OUTDOOR SPACE OVERLAY
  - A1.4 SUBDIVISION PLAN
  - A1.5 FIRE FIGHTING PLAN
  - A1.6
- A2.1 BLDG A & B LEVEL 1 CONTEXT FLOOR PLANS
  - A2.2 BLDG A & B LEVEL 2 CONTEXT FLOOR PLANS
  - A2.3 BLDG A LEVEL 1 & 2 FLOOR PLANS
  - A2.3A BLDG B LEVEL 1 & 2 FLOOR PLANS
  - A2.4 BLDG B LEVEL 1 & 2 FLOOR PLANS
  - A2.4A BLDG B LEVEL 1 & 2 AREA OVERLAY
  - A2.5 BLDG A & B ROOF PLANS
  - A3.1 BUILDING A ELEVATIONS
  - A3.2 BUILDING B ELEVATIONS
  - A4.1 BUILDING SECTIONS
  - A5.1 CONVERTIBLE UNIT FLOOR PLANS



ARCHITECTURE  
INTERIOR  
PLANNING

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Prepared by	Checked by	Drawn by	Plot Date
JL	JL	JL	2023/09/05
Revised by	Checked by	Drawn by	Plot Date

### Client/Project

4-UNIT DUPLEX DEVELOPMENT  
6531 FRANCIS ROAD, RICHMOND, BC  
RZ 19-878165 / DP 22-011557

### Title

COVER PAGE

### Project No.

#6304

### Scale

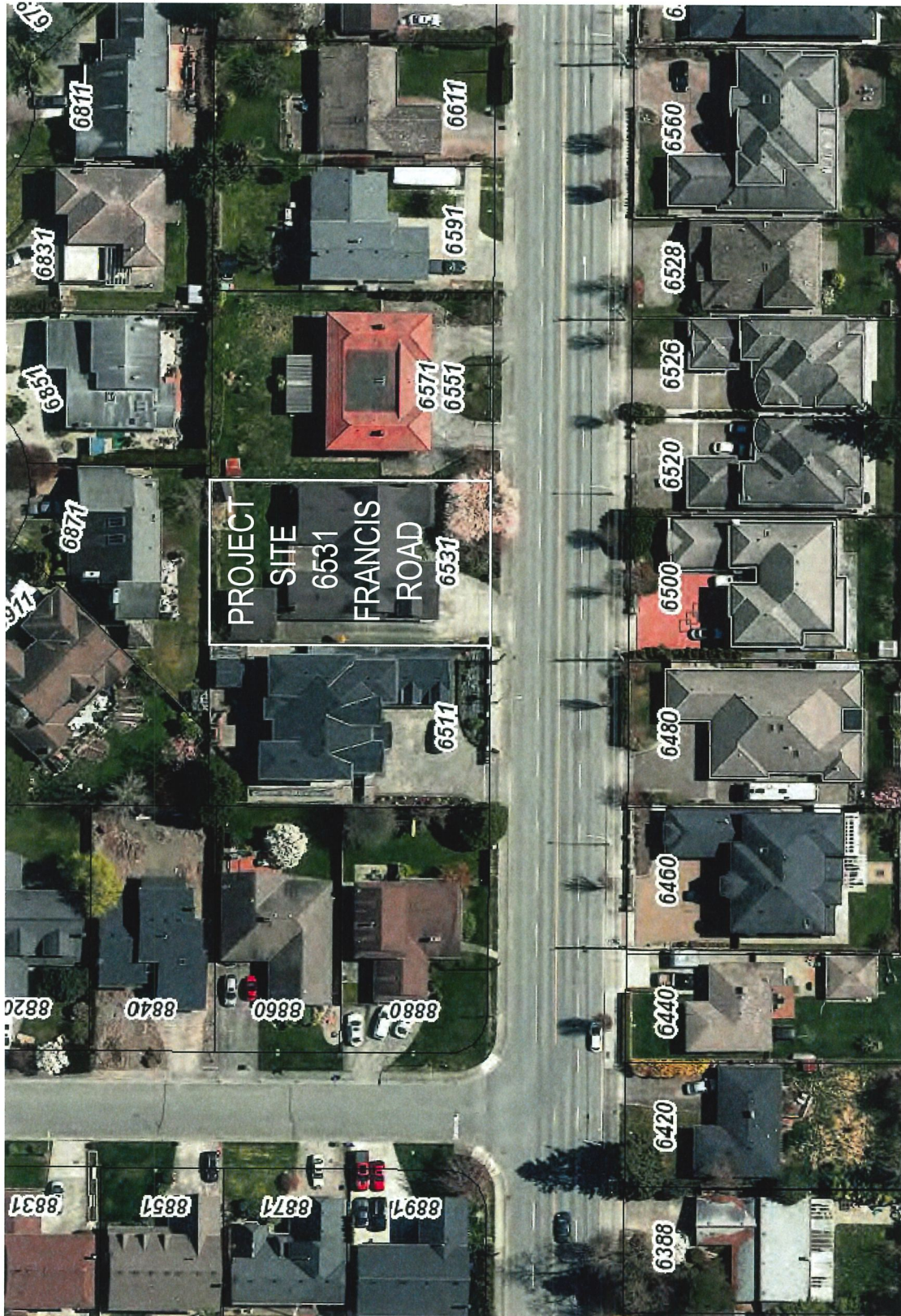
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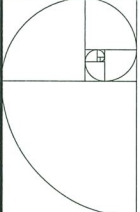
A0.0

### Revision





1 SITE AERIAL PHOTO  
A0.1 SCALE: N.T.S.



**IMPERIAL ARCHITECTURE**  
BRIDGE OF AN ABC CERTIFICATE OF PRACTICE  
ARCHITECT  
1000 WEST 10TH AVENUE, SUITE 100  
DENVER, CO 80202

ARCHITECTURE  
INTERIOR  
PLANNING

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Client/Project  
4-UNIT DUPLEX DEVELOPMENT  
6531 FRANCIS ROAD, RICHMOND, BC  
RZ 19-078165 / DP 25-011557

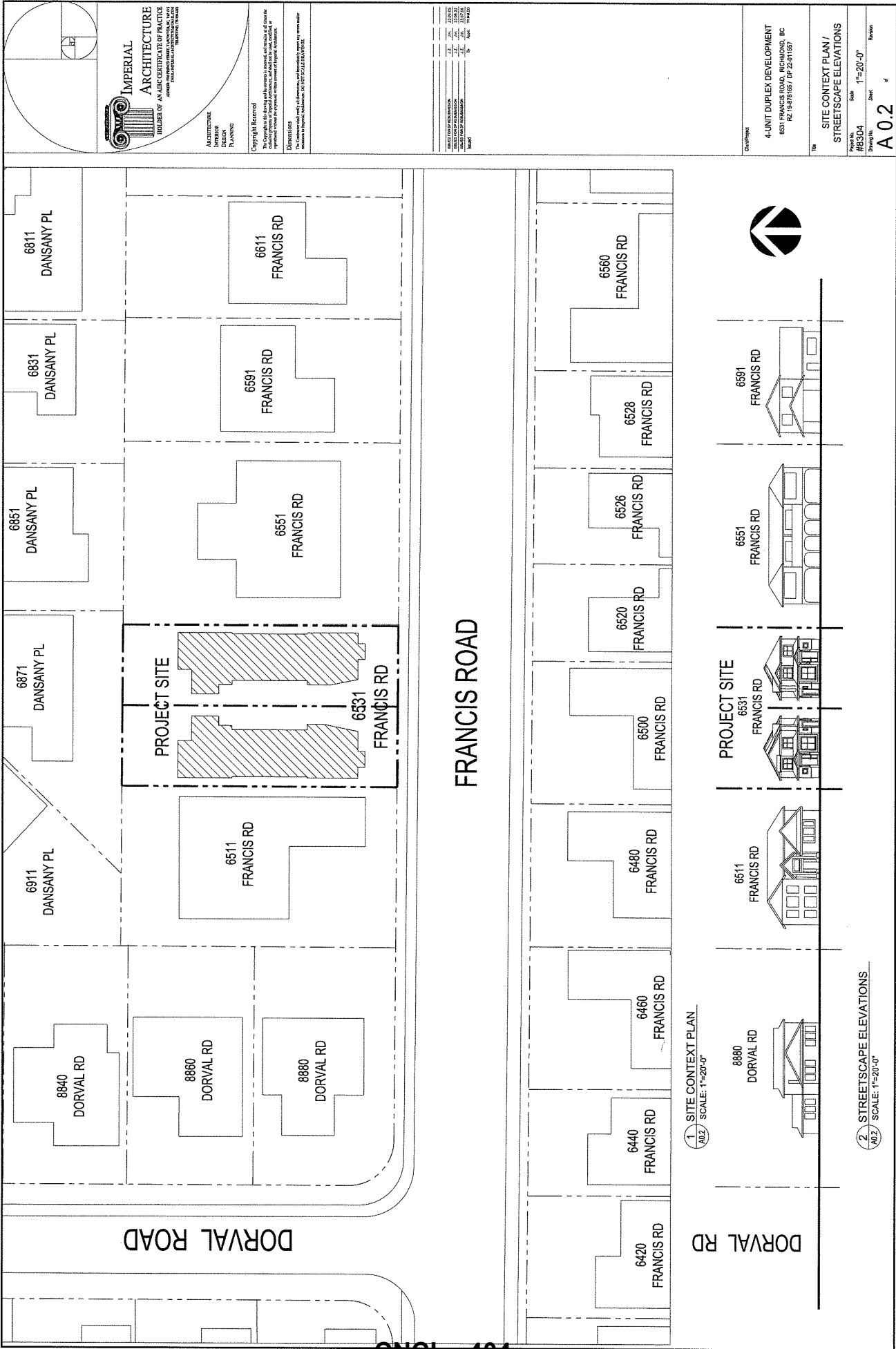
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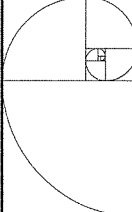
Project No.  
#6304

Scale  
1"=20'-0"

Drawing No.  
Sheet

Revision  
A0.1





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Project Name: 4-UNIT DUPLEX DEVELOPMENT  
Project Address: 6531 FRANCIS ROAD, RICHMOND, BC  
Project File: RZ 19-078165 / DP 2-011557

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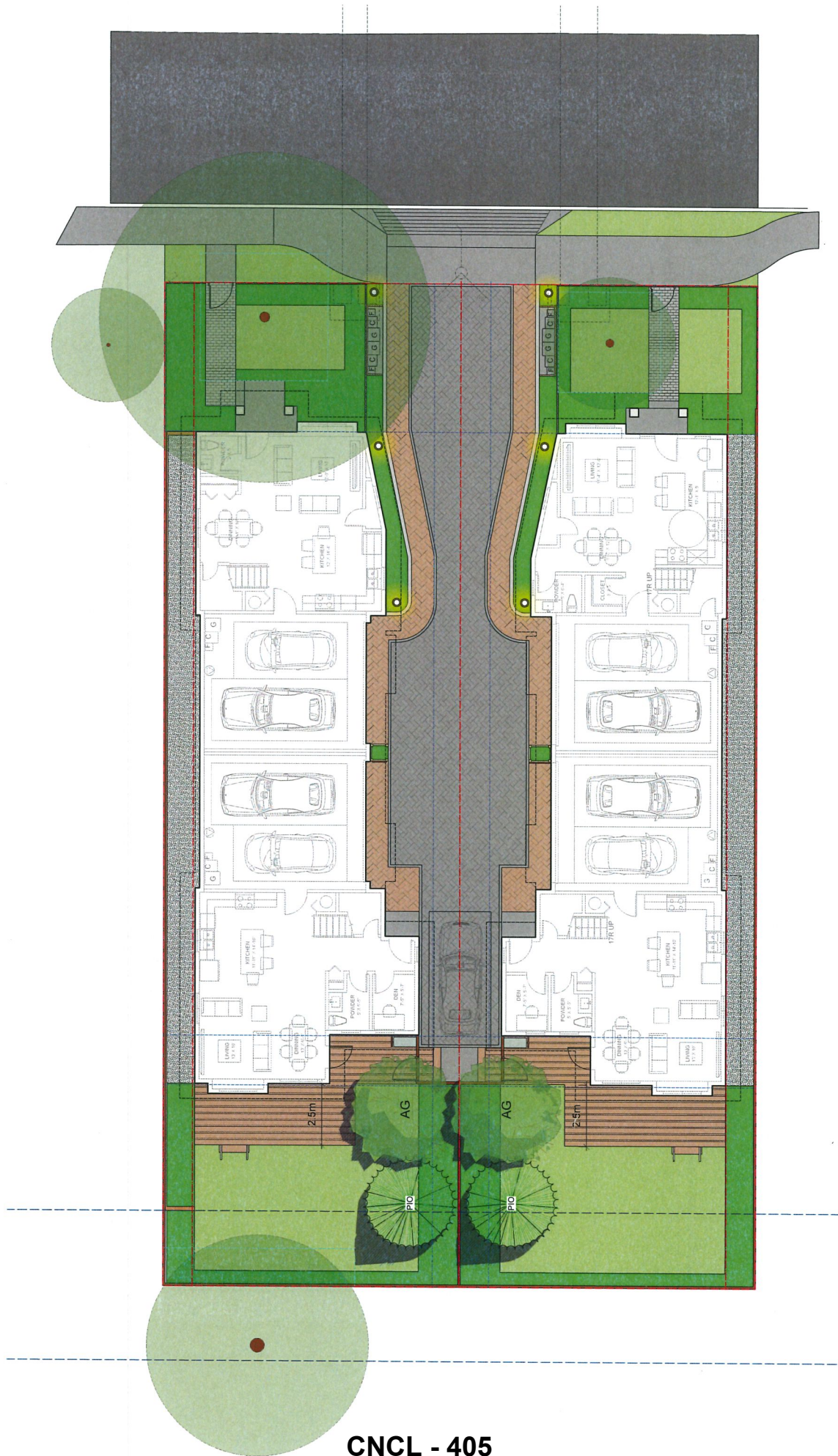
4-UNIT DUPLEX DEVELOPMENT  
6531 FRANCIS ROAD, RICHMOND, BC  
RZ 19-078165 / DP 2-011557

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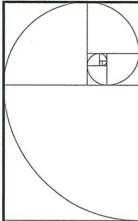
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Revised	By	Appt	10/10/2020
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Revised	By	Appt	10/10/2020
Revised	By	Appt	10/10/2020

Client/Project

**4-UNIT DUPLEX DEVELOPMENT**  
6537 FRANCIS ROAD, RICHMOND, BC  
RZ-19-278165 / DP-22-011557

Title

**COLOR RENDERINGS**

Project No.

**#6304**

Drawing No.

**N.T.S.**

Scale

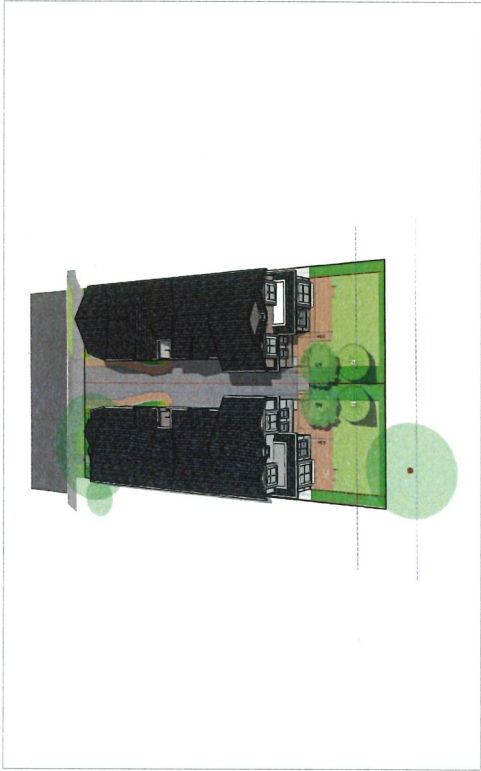
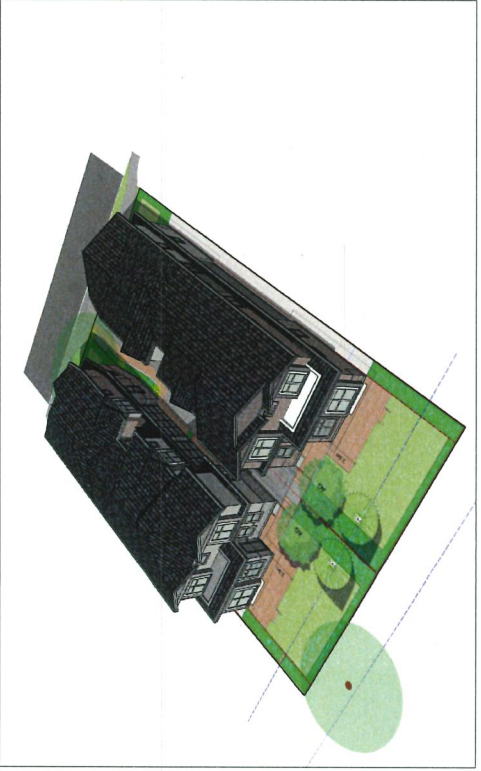
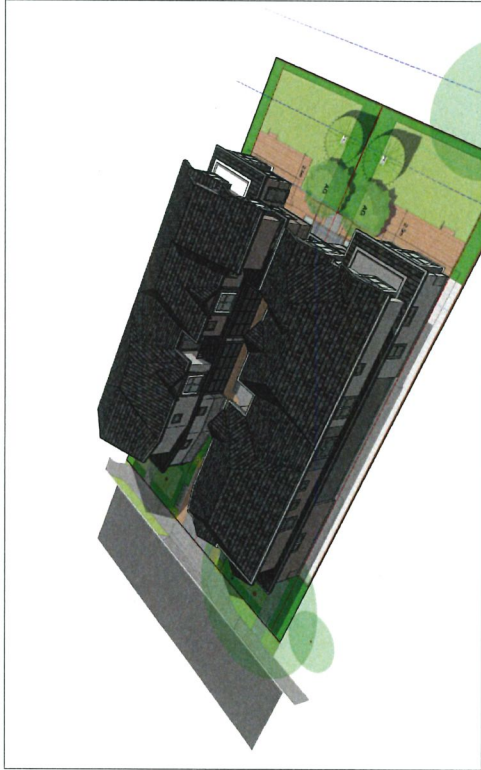
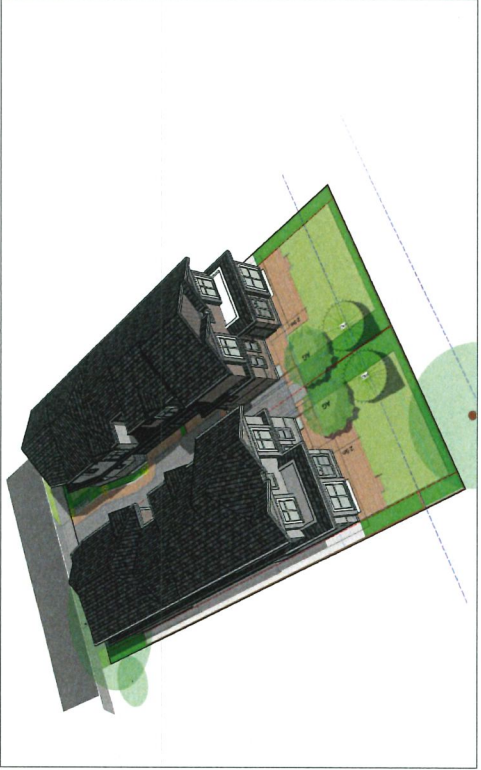
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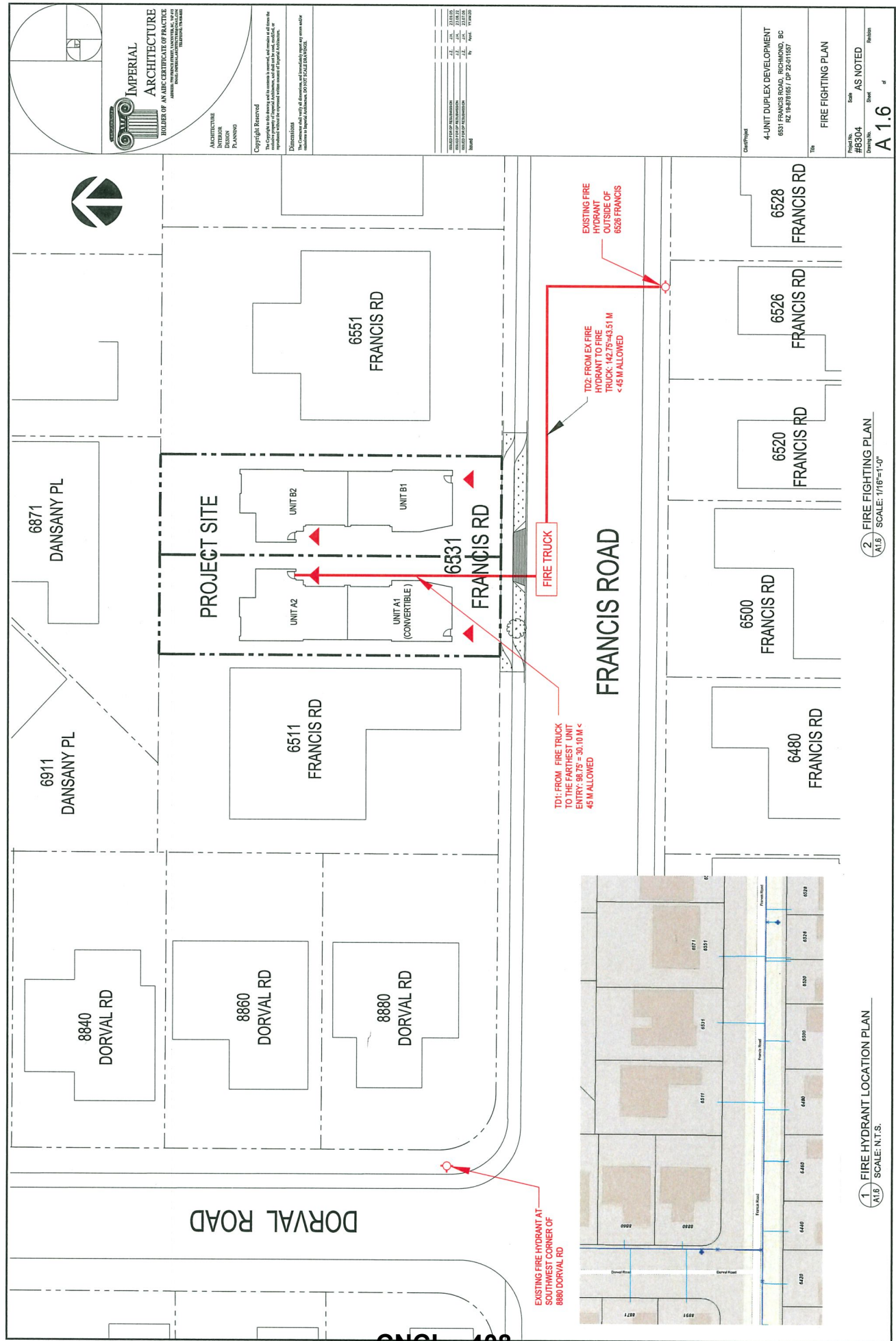
**A0.8**

Revision

**1**









1 BLDG A & B LEVEL 1 CONTEXT FLOOR PLANS  
A2.0 SCALE: 1/8"=1'-0"

Floor Area Calculation - Lot A									
Address	Picture ID (F&W)	Unit A1 4 Bedroom 4 Bath		Building A				Total	
		SF	SM	SF	SM	SF	SM	2 Units	
	Convertible Unit	✓							
	Level 1 Gross Area	1066.65	97.18	976.39	101.86	2142.44	159.04		
	Level 2 Gross Area	978.05	90.98	907.04	81.86	1873.80	171.64		
	Level 3 Gross Area	2024.11	187.86	2006.13	189.53	4212.54	373.68		
	Garage Area exemption	420.00	2.45	403.64	3.70	807.28	41.00		
	Converted Porch Area exemption	78.18	2.41	15.63	1.45	41.81	3.88		
	Log Deck Area exemption	810.00	0.93	10.00	0.93	20.00	1.86		
	Deck Exemption Area	490.88	46.16	445.51	39.88	889.09	80.75		
	Net Floor Area per unit Provided	1548.27 SF		1570.66 SF		3113.15 SF			
	Net Floor Area Per Unit Required	1470.00 SF		145.94 SF		292.94 SF			
	Net Floor Area per Unit Allowed	125.40 SF		125.40 SF		250.80 SF			
	Complies with Min. and Max. Floor Area per Unit Allowed	Yes		Yes		Yes			

Floor Area Calculation - Lot B									
Address		Unit E1		Building #		Total			
Feature (BH) / DIN		4 Bedroom		4 Bath		2 Units			
Conveyable Unit		SM		SM		SM			
Level 1 Gross Area		1096.88	96.57	1096.96	101.86	2135.27	158.37		
Level 2 Gross Area		970.35	90.15	905.52	84.13	1875.86	174.28		
Total Gross Area		2069.24	186.66	2009.24	185.98	4011.15	372.65		
Garage Area exemption		481.64	31.50	481.64	31.50	807.28	75.00		
Garage Area exemption		10.00	0.00	10.00	0.00	20.00	1.86		
Site Area exemption		10.00	0.00	10.00	0.00	20.00	1.86		
Total Exempted Area		491.64	42.50	491.64	42.50	847.28	78.72		
Net Floor Area per unit Provided		1569.41 SF		1517.64 SF		3162.90 SF			
Min. Floor Area Per Unit Allowed		145.80 SF		146.30 SF		291.30 SF			
Max. Floor Area Per Unit Allowed		151.80 SF		153.30 SF		305.10 SF			



**4-UNIT DUPLEX DEVELOPMENT**  
6531 FRANCIS ROAD, RICHMOND, BC  
RZ 19-878165 / DP 22-011557

BUILDING A & B  
LEVEL 1 FLOOR PLANS

Scale  
1/8"=1'-0"

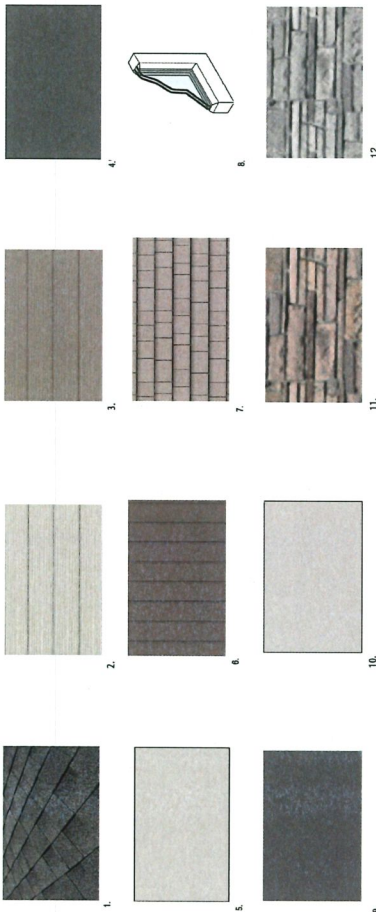
A 2.0





4-UNIT DUPLEX DEVELOPMENT 6531 FRANCIS ROAD, RICHMOND, BC RZ 19-187657 / DP 22-011557	CONVERTIBLE UNIT PLANS
Project No. <b>B6304</b>	Scale $1/4" = 1'-0"$
Drawing No. <b>A5.1</b>	Sheet of

1. HIGH PROFILE ASPHALT SHINGLES (GREY)
2. COMPOSITE CEMENT-HARDIPLA SIDING (LIGHT GREY)
3. COMPOSITE CEMENT-HARDIPLA SIDING (LIGHT BROWN)
4. WOOD FASCIA BOARD / TRIM AND COMPOSITE CEMENT FLAT PANEL (DARK GREY)
5. WOOD FASCIA BOARD / TRIM AND COMPOSITE CEMENT FLAT PANEL (LIGHT GREY)
6. COMPOSITE CEMENT-HARDIPLA SIDING (LIGHT BROWN)
7. COMPOSITE CEMENT - HARDIE SHAKE (LIGHT GREY)
8. VINYL WINDOW W/ CLEAR DOUBLE GLAZING & WHITE FRAME
9. SOLID WOOD DOORS (DARK GREY)
10. SOLID WOOD DOORS (LIGHT GREY)
11. STONE CLADDING (LIGHT GREY)
12. STONE CLADDING (LIGHT BROWN)



Francis Road Elevation

Client/Project	4-UNIT DUPLEX DEVELOPMENT 6531 FRANCIS ROAD, RICHMOND, BC RZ 19-679165 / DP 22.011557		
Title	COLOR SAMPLE BOARD		
Drawn By	Scale	N.T.S.	Revision
Check By	#8304	Sheet	of
Stamp No.	A09		





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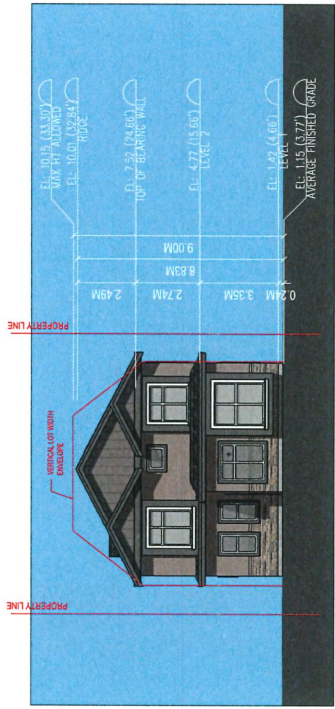
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Project No.	4-UNIT DUPLEX DEVELOPMENT
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Project Name	RZ 19-078165 / DP 24-011557
Project Address	6031 FRANCIS ROAD, RICHMOND, BC
Project Date	2024-01-15
Project Status	Final
Project Type	Residential
Project Size	10,000 sq. ft.
Project Cost	\$1,000,000
Project Location	Richmond, BC
Project Description	4-Unit Duplex Development
Project Notes	See attached documents for details.

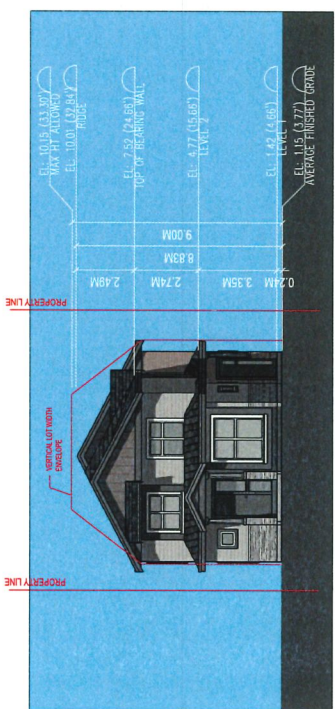
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Sheet: 1 of 1

Revision: 1



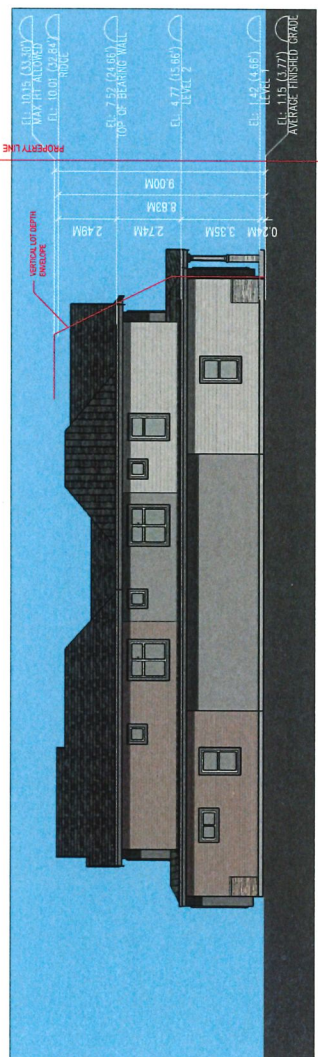
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 A3.1 SCALE: 1/8"=1'-0"



1 BUILDING A SOUTH ELEVATION  
 A3.1 SCALE: 1/8"=1'-0"

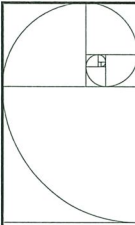


3 BUILDING A EAST ELEVATION  
 A3.1 SCALE: 1/8"=1'-0"



4 BUILDING A WEST ELEVATION  
 A3.1 SCALE: 1/8"=1'-0"





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2	ISSUED FOR PERMIT	2023.07.10	AS2	AS2
3	ISSUED FOR PERMIT	2023.07.10	AS2	AS2
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Client/Project

4-UNIT DUPLEX DEVELOPMENT

6531 FRANCES ROAD, RICHMOND, BC

RZ 19-078165 / DP 22-011557

Sheet

BUILDING B ELEVATIONS

Project No.

#8304

Scale

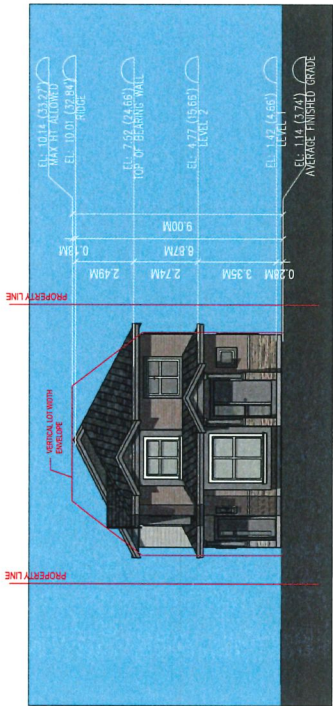
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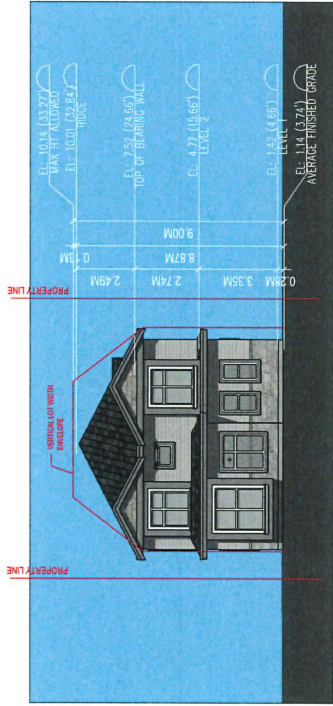
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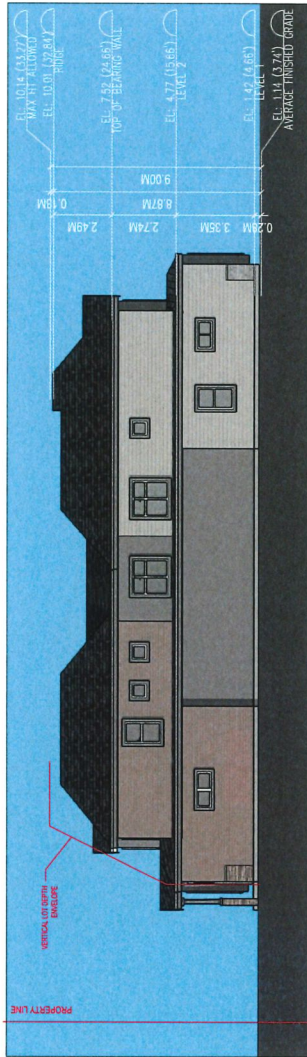
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1 BUILDING B SOUTH ELEVATION  
AS2 / SCALE: 1/8"=1'-0"



2 BUILDING B NORTH ELEVATION  
AS2 / SCALE: 1/8"=1'-0"



3 BUILDING B EAST ELEVATION  
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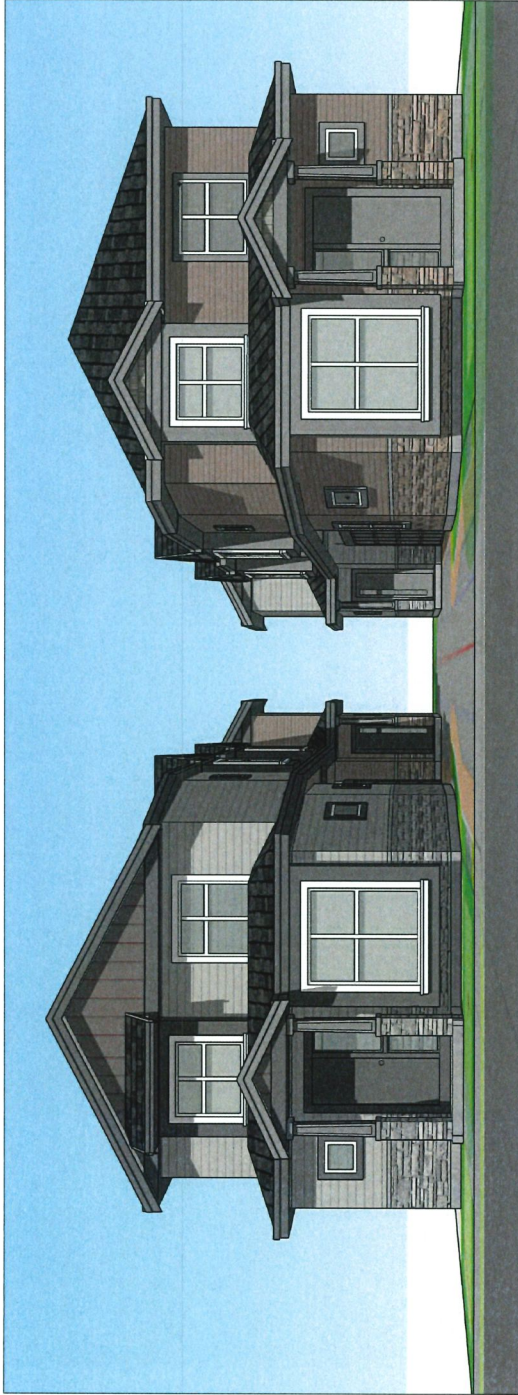


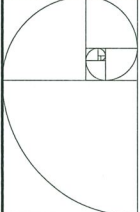
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Client/Project: 4-UNIT DUPLEX DEVELOPMENT  
 6531 FRANCIS ROAD, RICHMOND, BC  
 RZ 19-078165 / DP 22-011527

Title: COLOR RENDERINGS

Sheet No: #6304  
 Scale: N.T.S.  
 Drawing No: 19-078165  
 Revision: 19-078165

A 0.6 of





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CLIENT FOR CLARIFICATION AND APPROVAL BEFORE  
PROCEEDING WITH WORK.

#### Revisions

NO.	Date	Note
1	2023-07-05	ISSUED FOR DP
2	2023-08-21	ISSUED FOR DP

#### 4-UNIT DUPLEX DEVELOPMENT

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5531 FRANCIS ROAD  
RICHMOND, BC, CANADA

PROJECT NUMBER: 23-05

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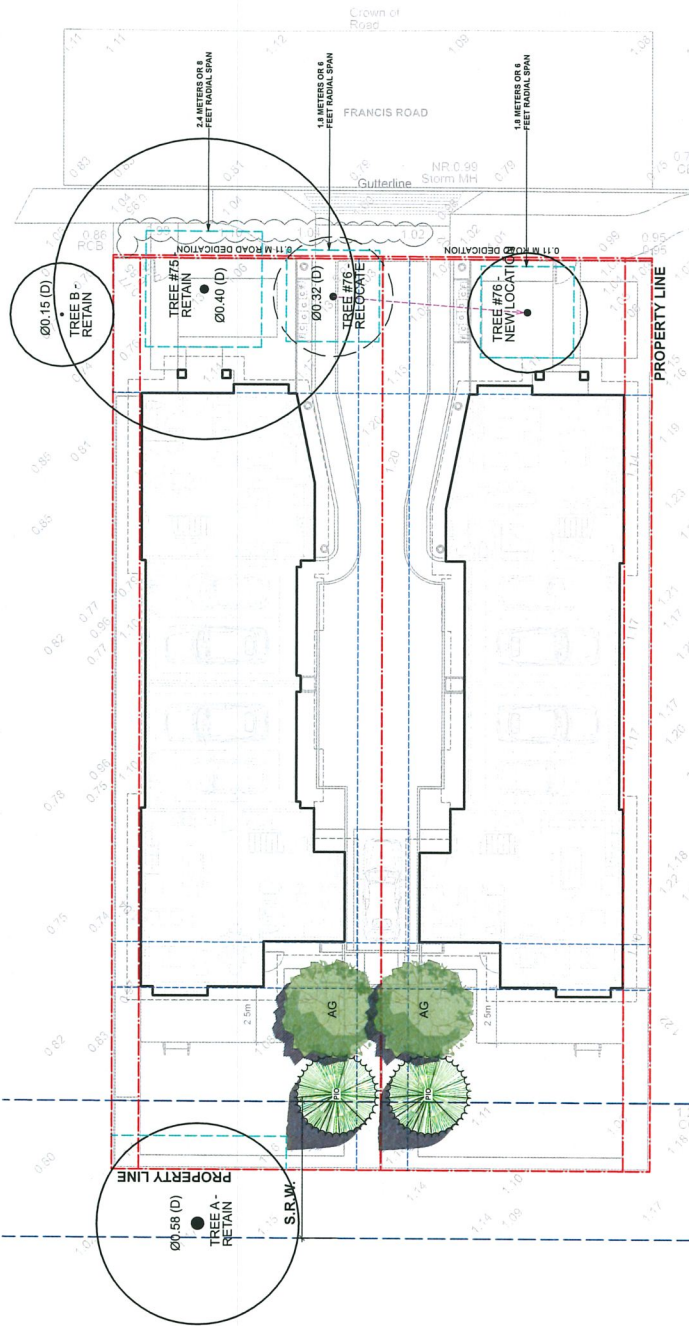
DRAWN BY: EL

REVIEWED BY: EL

#### EXISTING TREES MANAGEMENT PLAN

PLAN #3.a

L0.1



#### EXISTING TREES INFORMATION PER ARBORIST REPORT

Tree Species	Tree ID #	DBH	Crown Spread	Tree Location	TPB	Tree Vigour - General Observations	Bldg Envelope	Action
Cherry	#75	40 cm DBH	N/A	SE corner of Lot B	RQD 2.4 m or 8 ft	LOW VIGOUR	NO	RETAIN
Cherry	#76	33 cm DBH	N/A	SW corner of Lot B	RQD 1.8 m or 6 ft	LOW VIGOUR	NO	RELOCATE
Cherry	A	58 cm DBH	N/A	Lot B's north neighbour's SE corner	RQD 3.6 m or 12 ft	NEIGHBOUR'S TREE, IDENTIFIED FOR TPB CONSIDERATIONS ONLY	NO	RETAIN
Japanese Maple	B	15 cm DBH	N/A	Lot B's east neighbour's SW quadrant	NOT RQD 1.2 m or 4 ft	NEIGHBOUR'S TREE, IDENTIFIED FOR TPB CONSIDERATIONS ONLY	NO	RETAIN

#### PROPOSED REPLACEMENT TREES

ON-SITE PLANT LIST	Latin Name	Common Name	Quantity	Scheduled Size	Notes
TREES (DECIDUOUS & CONIFEROUS)					
AG	Asar abstinum	Peashoot Maple	2	8cm cal.	
PO	Pinus contorta var. contorta	Shore Pine	2	4m high	

#### TREE MANAGEMENT LEGEND

EXISTING TREE TO BE RETAINED AND PROTECTED BY TREE PROTECTION ZONE RETENTION REQUIREMENTS



TREE PROTECTION BARRIER AREA



#### TREE MANAGEMENT NOTES

- DO NOT REMOVE OR RELOCATE ANY TREE, EXCEPT AS INDICATED ON PLANS.
- DO NOT ALTER EXISTING GRADE OR SORE MATERIALS UNDER THE DRIP LINE OR WITHIN TREE PROTECTION ZONE.
- ALL RETAINED TREES ARE TO BE PRUNED AND PROTECTED BY CITY OF VANCOUVER TREE PROTECTION BY-LAWS, AND TREE PRUNING MUST BE DONE IN ACCORDANCE WITH THE CITY OF VANCOUVER TREE PROTECTION BY-LAWS TO MAINTAIN THE HEALTH, APPEARANCE, AND SAFETY OF TREES.
- CONSTRUCTION WORK WITHIN THE DRIP LINES OF TREES SHALL MINIMIZE DISTURBANCE TO TREES AND ROOTS AND SHALL BE DONE BY HAND.
- ALL ROOTS GREATER THAN 2cm IN DIAMETER SHOULD BE HAND PRUNED.
- ADEQUATE CARE FOR TREES THROUGHOUT CONSTRUCTION, MAINTENANCE, AND POST-CONSTRUCTION SHALL BE PROVIDED BY THE CONTRACTOR. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL TREES ON THE PROPERTY LINE. IF THE BRANCHES HAVE BEEN CUT OR PRUNED, THE TPZ MUST PROTECT THE ORIGINAL DRIP LINE OF THE TREE (Fig. 1b).

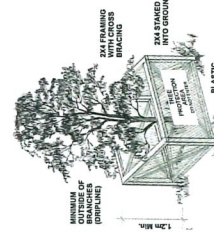


Fig. 2 - Tree Protection Zone Sign

#### Tree Protection Zone

The Tree Protection Zone (TPZ) encompasses the drip line of the tree as illustrated in Fig. 1a and 1b.

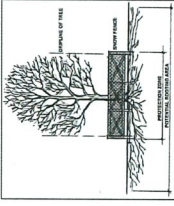


Fig. 1a - Example of a drip line on a tree

Note: If the tree is on an adjacent property, the drip line must be on the property line. If the branches have been cut or pruned, the TPZ must protect the original drip line of the tree (Fig. 1b).

Fig. 1b - Example of a drip line on a tree

Note: If the tree is on an adjacent property, the drip line must be on the property line. If the branches have been cut or pruned, the TPZ must protect the original drip line of the tree (Fig. 1b).





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#### Revisions

NO.	Date	Note
1	2023-07-05	ISSUED FOR DP
2	2023-08-21	ISSUED FOR DP

#### 4-UNIT DUPLEX DEVELOPMENT

PROJECT ADDRESS:  
6531 FRANCIS ROAD  
RICHMOND, BC, CANADA

PROJECT NUMBER: 23-05

SCALE: 1"=10'

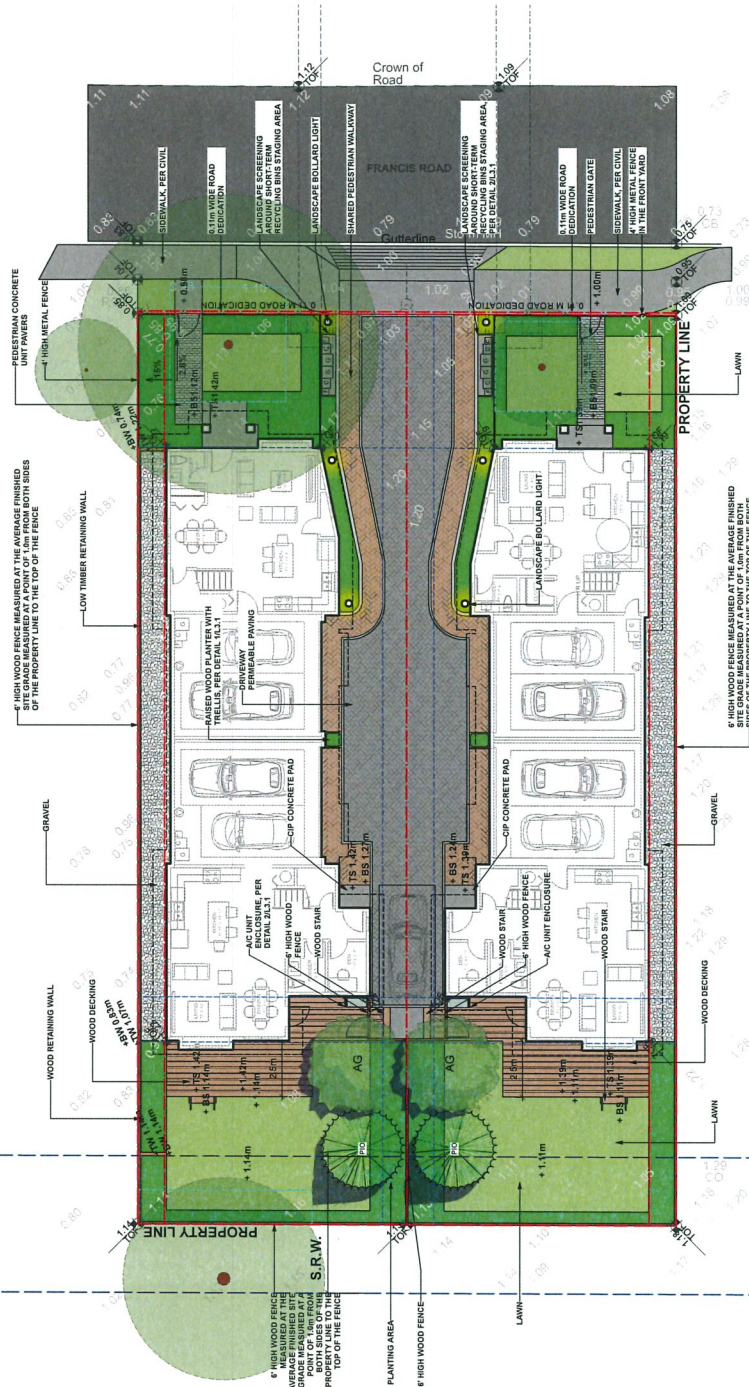
DRAWN BY: EL

REVIEWED BY: EL

#### LANDSCAPE LAYOUT AND GRADING PLAN

PLAN #3

L1.0



#### GRADING NOTES

1. ALL DIMENSIONE ELEVATIONS ARE IMPERIAL FEET, UNLESS OTHERWISE NOTED. DO NOT SCALE DRAWINGS.
2. ALL GRADING INFORMATION IS PRELIMINARY ONLY.
3. REFER TO CIVIL DRAWINGS OFF-SITE ROAD GRADING INFORMATION.
4. REFER TO ARCHITECTURAL DRAWINGS FOR BUILDING ELEVATIONS.
5. ALL EXISTING SURVEY INFORMATION APPROXIMATE. VERIFY ALL EXISTING GRADES WITH SITE CONDITIONS. REPORT DISCREPANCIES TO CONSULTANT TEAM PRIOR TO PROCEEDING.
6. THE CONTRACTOR SHALL IDENTIFY AND PROTECT ALL EXISTING UTILITIES. VERIFY ALL UTILITIES PRIOR TO CONFLICTS FOUND WITH UTILITIES SHALL BE CLARIFIED WITH THE CONSULTANT TEAM PRIOR TO PROCEEDING.
7. UNLESS OTHERWISE NOTED, PROVIDE A MINIMUM 2% SLOPE ON ALL HARD AND SOFT LANDSCAPE AREAS TO ENSURE PROPER DRAINAGE. SOFT LANDSCAPE AREAS TO BE A MAXIMUM 2:1 SLOPE.

#### GRADING LEGEND

KEY	DESCRIPTION
+1.30m	PROPOSED SPOT ELEVATIONS
+TW 1.60m	PROPOSED TOP OF WALL ELEVATION
+BW 1.30m	PROPOSED BOTTOM OF WALL ELEVATION
+TS 1.60m	PROPOSED TOP OF STAIR ELEVATION
+BS 1.30m	PROPOSED BOTTOM OF STAIR ELEVATION
PER ARCHITECTURE	PROPOSED ELEVATIONS
2%	SLOPE PERCENTAGE
0.5%	EXISTING ELEVATIONS, PER SURVEY

#### LANDSCAPE NOTES

1. DO NOT SCALE DRAWINGS.
2. LAYOUT DRAWINGS ARE TO BE READ IN CONJUNCTION WITH ALL OTHER CONSULTANT DRAWINGS.
3. ALL EXISTING INFORMATION APPROXIMATE ONLY. VERIFY ALL EXISTING GRADES AND DIMENSIONS WITH SITE CONDITIONS. REPORT DISCREPANCIES TO CONSULTANT TEAM PRIOR TO PROCEEDING.
4. THE CONTRACTOR IS TO PROTECT ALL EXISTING UTILITIES, HARD SURFACES, STRUCTURES, WALLS, AND TREES FOR DURATION OF CONSTRUCTION.
5. THE LOCATION OF ALL PROPOSED HARDSCAPE AND SITE FURNISHINGS ARE TO BE FLAGGED OUT ON-SITE BY THE CONTRACTOR AND APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
6. ALL OFF-SITE WORKS TO CONFORM TO CITY OF RICHMOND STANDARDS.
7. LAYOUT OF ALL OFF-SITE WORKS, INCLUDING FURNISHINGS, PATHWAYS, WALLS, PLANTING, ETC., TO BE CONFIRMED WITH CITY OF RICHMOND PRIOR TO INSTALLATION.

#### LANDSCAPE LEGENDS

SYMBOL	MATERIALS	DETAILS
	PEDESTRIAN CONCRETE UNIT PAVERS	2/L1.0
	WOOD DECKING	5/L1.0
	80MM AQUA PAVES STANDARD	1/L1.0
	PERMEABLE PAVERS FOR DRIVEWAY & PARKING	3/L1.0
	PERMEABLE PAVERS FOR PEDESTRIAN PATH	3/L1.0
	LAWN	
	PLANTING BED	
	6" HIGH WOOD FENCE	4/L1.1
	4" HIGH METAL FENCE	3/L1.1
	WOOD RETAINING WALL	
	GRAVEL	
	EXISTING TREES	



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#### Revisions

NO.	Date	Note
1	2023-07-05	ISSUED FOR DP
2	2023-08-21	ISSUED FOR DP

#### 4-UNIT DUPLEX DEVELOPMENT

PROJECT ADDRESS:  
6531 FRANCIS ROAD  
RICHMOND, BC, CANADA

PROJECT NUMBER: 23-05

SCALE: 1"=10'

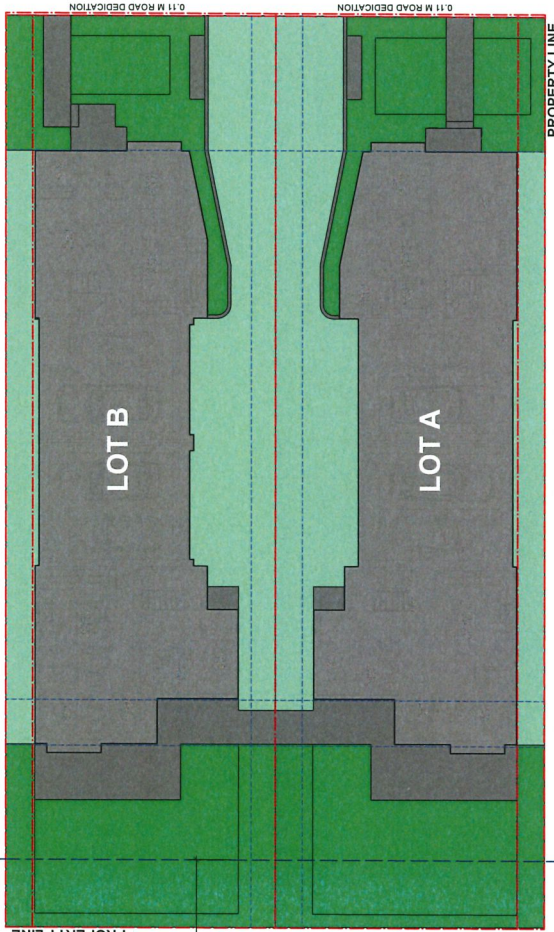
DRAWN BY: EL

REVIEWED BY: EL

#### POROUS AREA DIAGRAM

PLAN #3.b

L1.1



#### LOT B POROUS SURFACE SUMMARY

SYMBOL	MATERIALS	AREA
	POROUS LANDSCAPING WITH LIVE PLANT MATERIAL: PERMEABLE PAVER & GRAVEL	127.1 m <sup>2</sup>
	POROUS HARDSCAPE MATERIAL: PERMEABLE PAVER & GRAVEL	125.3 m <sup>2</sup>
TOTAL POROUS SURFACE AREA: 252.4 m <sup>2</sup>		
TOTAL LOT AREA: 488.68 m <sup>2</sup>		
TOTAL POROUS SURFACE AREA COVERAGE PERCENTAGE: 51.6%		
TOTAL NON-POROUS SURFACE AREA COVERAGE PERCENTAGE: 48.4%		
TOTAL POROUS LANDSCAPING AREA COVERAGE PERCENTAGE: 26.0%		

#### LOT A POROUS SURFACE SUMMARY

SYMBOL	MATERIALS	AREA
	POROUS LANDSCAPING WITH LIVE PLANT MATERIAL: PERMEABLE PAVER & GRAVEL	128.8 m <sup>2</sup>
	POROUS HARDSCAPE MATERIAL: PERMEABLE PAVER & GRAVEL	123.2 m <sup>2</sup>
TOTAL POROUS SURFACE AREA: 252 m <sup>2</sup>		
TOTAL LOT A AREA: 488.68 m <sup>2</sup>		
TOTAL POROUS SURFACE AREA COVERAGE PERCENTAGE: 51.6%		
TOTAL NON-POROUS SURFACE AREA COVERAGE PERCENTAGE: 48.4%		
TOTAL POROUS LANDSCAPING AREA COVERAGE PERCENTAGE: 26.4%		





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Revisions		
NO.	Date	Note
1	2023-07-05	ISSUED FOR DP
2	2023-08-21	ISSUED FOR DP

## 4-UNIT DUPLEX DEVELOPMENT

PROJECT ADDRESS:  
5531 FRANCIS ROAD  
RICHMOND, BC, CANADA

OBJECT NUMBER: 23-05

SCALE: 1:100

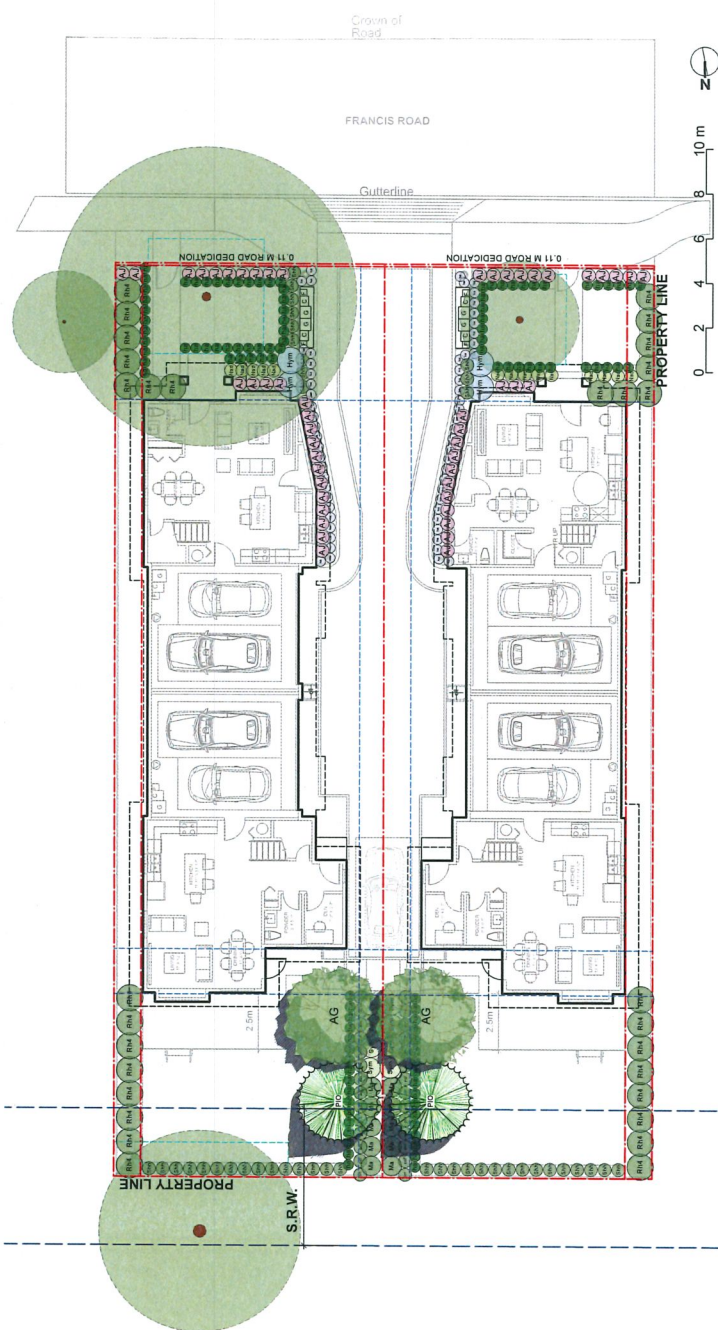
[illegible]

VIEWED BY: EL

LANDSCAPE  
PLANTING PLAN

PLAN #3.C

L2.0



**PLANTING NOTES:**

- 2) All planting shall be in accordance with CSLA Landscape Standard, latest edition.
- 3) The Landscape Contractor shall ensure that the on-site planting medium/s meets the specification & recommendations of the soil analysis taken at the time of Substantial Completion. All recommendations of the soil analysis shall be executed prior to Final Completion.
- 4) The acceptance of the landscape work by the Consultant and the municipal authorities.
- 5) Minimum planting medium depths:
- awn - 67/150mm (round & beneath footfall)
  - paths - 127/330 mm
  - shrubs - 18"/450 mm
  - trees - 24"/600 mm (round & beneath footfall)
- 6) All plant material to be supplied on the job site must be obtained from a nursery participating in the BCLNA Phytophthora ramorum Certification Program.

ONITE PLANT LIST		Latin Name	Common Name	Quantity	Scheduled Size	Notes
TREES (DECIDUOUS & CONIFEROUS)	AG	Acer glabrum	Spotted Maple	2	8cm cal.	
	PG	Pinus caribaea var. caribaea	Slam Pine		40m high	
	SHRUBS		Alseia blackiana 'Karl's Tote'	Black Elder	51	#2 pot
		Alseia blackiana 'Black Beauty'	Black Elder	10	#2 pot	
MA		Makoto angustifolium	Oregon Grape Holly	10	#2 pot	
HA		Hamamelis davidsonii	Hamamelis Bamboo	10	#2 pot	
SH		Saxifraga bodiniana var. humilis	Small Box	42	#2 pot	
PERENNIALS & GROUNDCOVERS	SH	Saxifraga bodiniana	Small Box	8	#2 pot	
		Arundo donax aquatica	Fortish. Sedge	59	#2 pot	
	HA	Hamamelis davidsonii	Western sword fern	28	#1 pot	
	HA	Hamamelis davidsonii	Golden Japanese Forest Grass	106	#1 pot	
	HA	Hamamelis davidsonii	Western White Clematis	2	#1 pot	
ORNAMENTAL GRASSES & BAMBOOS	HA	Hamamelis davidsonii	Golden Japanese Forest Grass	106	#1 pot	
	HA	Hamamelis davidsonii	Western White Clematis	2	#1 pot	





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#### Revisions

NO.	Date	Note
1	2023-07-05	ISSUED FOR DP
2	2023-08-21	ISSUED FOR DP

## 4-UNIT DUPLEX DEVELOPMENT

PROJECT ADDRESS:  
6531 FRANCIS ROAD  
RICHMOND, BC, CANADA

PROJECT NUMBER: 23-05

SCALE: AS SHOWN

DRAWN BY: EL

REVIEWED BY: EL

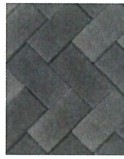
## Hardscape Details

PLAN #3.d

L3.0

#### AQUAPAVE STANDARD PAVER BY ABBOTSFORD CONCRETE PRODUCTS

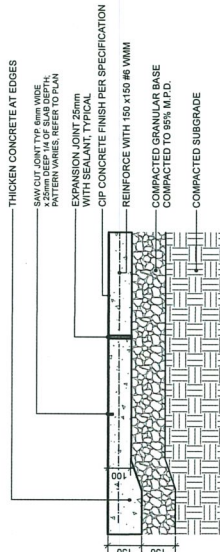
PATTERN: RUNNING BOND  
LENGTH: 8-3/8" (213MM)  
WIDTH: 4-5/16" (116MM)  
THICKNESS: 3-1/8" (86MM)



COLOR: CHARCOAL  
DRIVEWAY & VISITOR PARKING



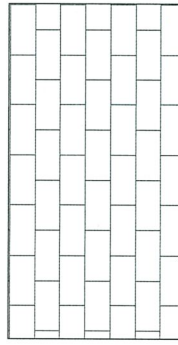
COLOR: DESERT SAND  
PEDESTRIAN PATH



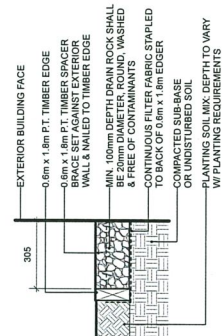
NOTES:  
1. ADJUST JOINTS @ 1.5m O.C. ADJUST TO SUIT SITE LAYOUT PLAN.  
2. ALL SCHEDULES TO BE APPROVED BY LANDSCAPE ARCHITECT ON-SITE PRIOR TO INSTALLATION.

#### 1 CIP CONCRETE ON GRADE (TYPICAL)

Scale: 1:10



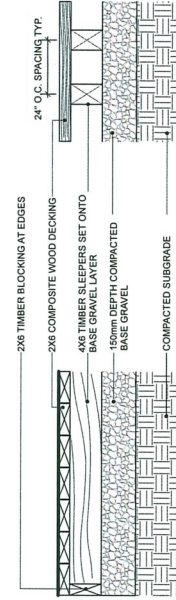
PLAN  
AQUAPAVE STANDARD PAVERS - STANDARD SIZE BY  
ABBOTSFORD CONCRETE (1-800-463-4689)  
DIMENSIONS: STANDARD 225(L) x 112.5(W) x 60(T) mm (8-7/8" x  
4-5/16" x 3-1/8")  
PATTERN: RUNNING BOND  
COLOUR: CHARCOAL



NOTE: ALL LUMBER SIZES ARE SHOWN AS NOMINAL.

#### 4 GRAVEL DRAIN STRIP - ON GRADE

Scale: 1:10



NOTES:  
1. USE 2x6 LOCKING BETWEEN SLEEPERS WHERE REQUIRED TO MAINTAIN PROPER SPACING AND EVEN ALIGNMENT.  
2. USE 2 1/2" LONG FLAT-HEAD RUST-PROOF DECK SCREWS, SET FLUSH WITH DECK SURFACE.  
3. INSURE ALL SLEEPERS FOR DECKING ARE EVENLY SPACED AND ALIGNED.

#### 5 COMPOSITE WOOD DECKING ON GRADE

Scale: 1:10



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### Revisions

NO.	Date	Note
1	2023-07-05	ISSUED FOR DP
2	2023-06-21	ISSUED FOR DP

## 4-UNIT DUPLEX DEVELOPMENT

PROJECT ADDRESS:  
6531 FRANCIS ROAD  
RICHMOND, BC, CANADA

PROJECT NUMBER: 23-05

SCALE: AS SHOWN

DRAWN BY: EL

REVIEWED BY: EL

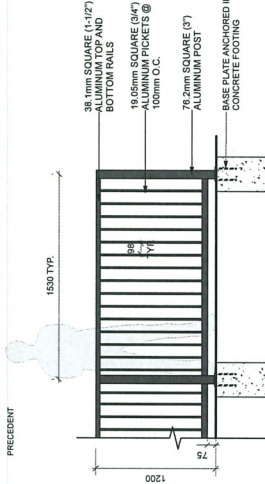
## Furnituring Details

PLAN #3.9

L3.1



PRECEDENT



NOTES:  
1. METAL ALUMINUM WITH BLACK POWDERCOAT FINISH (TO BE FACTORY APPLIED)  
2. ALL WELDED CONSTRUCTION  
3. CONCRETE FOOTING TO BE 150mm MIN. THICK  
4. CONCRETE FOOTING TO BE CONFIRMED BY STRUCTURAL ENGINEER.

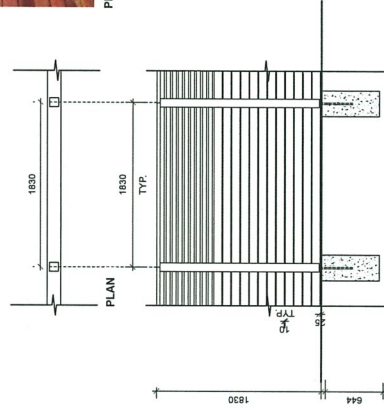
### 3' HIGH METAL FENCE IN THE FRONT YARDS

Scale: 1:30

NOTES:  
1. FENCE IS MEASURED FROM THE AVERAGE FINISHED SITE  
2. FENCE IS TO BE 3' HIGH FROM THE FINISHED SITE  
3. FENCE IS TO BE 1530mm WIDE WITH 1530mm SPACING OF THE  
PROPERTY LINE TO THE TOP OF THE FENCE.



PRECEDENT



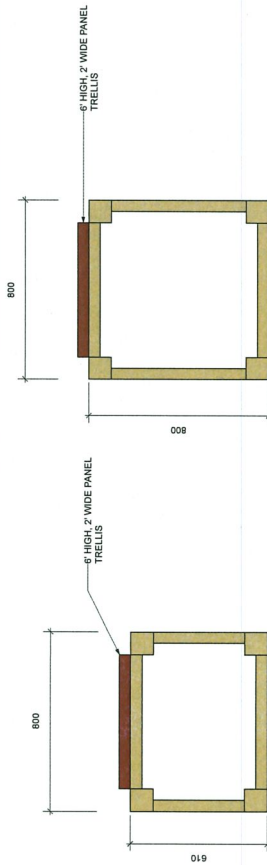
### TYPICAL FENCE ELEVATION ON GRADE

NOTES:

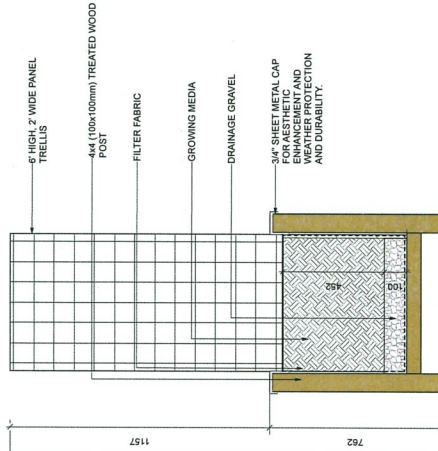
1. ALL WOOD EXPOSED TO VIEW SHALL BE C AND BETTER CLEAR CEDAR.
2. ALL WOOD SHALL BE STRAIGHT, SOUND, AND FREE OF SPLITS, WARPS, CRACKS, LARGE KNOTS, AND OTHER DEFECTS.
3. WOOD PRESERVATIVE TO BE USED SHALL BE OLYMPIC MAXIMUM WATERPROOFING SEALANT, "CEDAR TINT".
4. ALL CUTS TO BE SQUARE AND CLEAN.
5. ALL METAL FIXTURES TO BE GALVANIZED (OR WHERE NOTED - STAINLESS STEEL).
6. ALL STRUCTURAL FASTENERS TO BE GALVANIZED CARRIAGE BOLTS (IE: TRELIS, AND DATE).

### 4' HIGH WOOD PRIVACY SCREEN

Scale: 1:25



### PLAN

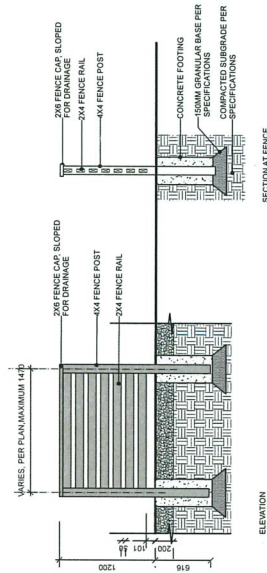


### ELEVATION

### SECTION

### 1' RAISED WOOD PLANTER WITH TRELIS

Scale: 1:25



### SECTION AT FENCE

### ELEVATION

### 2' 4' HIGH ENCLOSURE FOR RECYCLING BINS STAGING AREA & A/C UNIT

Scale: 1:25



Schedule 3 to the Minutes of the  
Development Permit Panel  
meeting held on Wednesday,  
September 27, 2023



CNCL - 423

# 6333 Cooney Rd

Advisory Design Panel Presentation





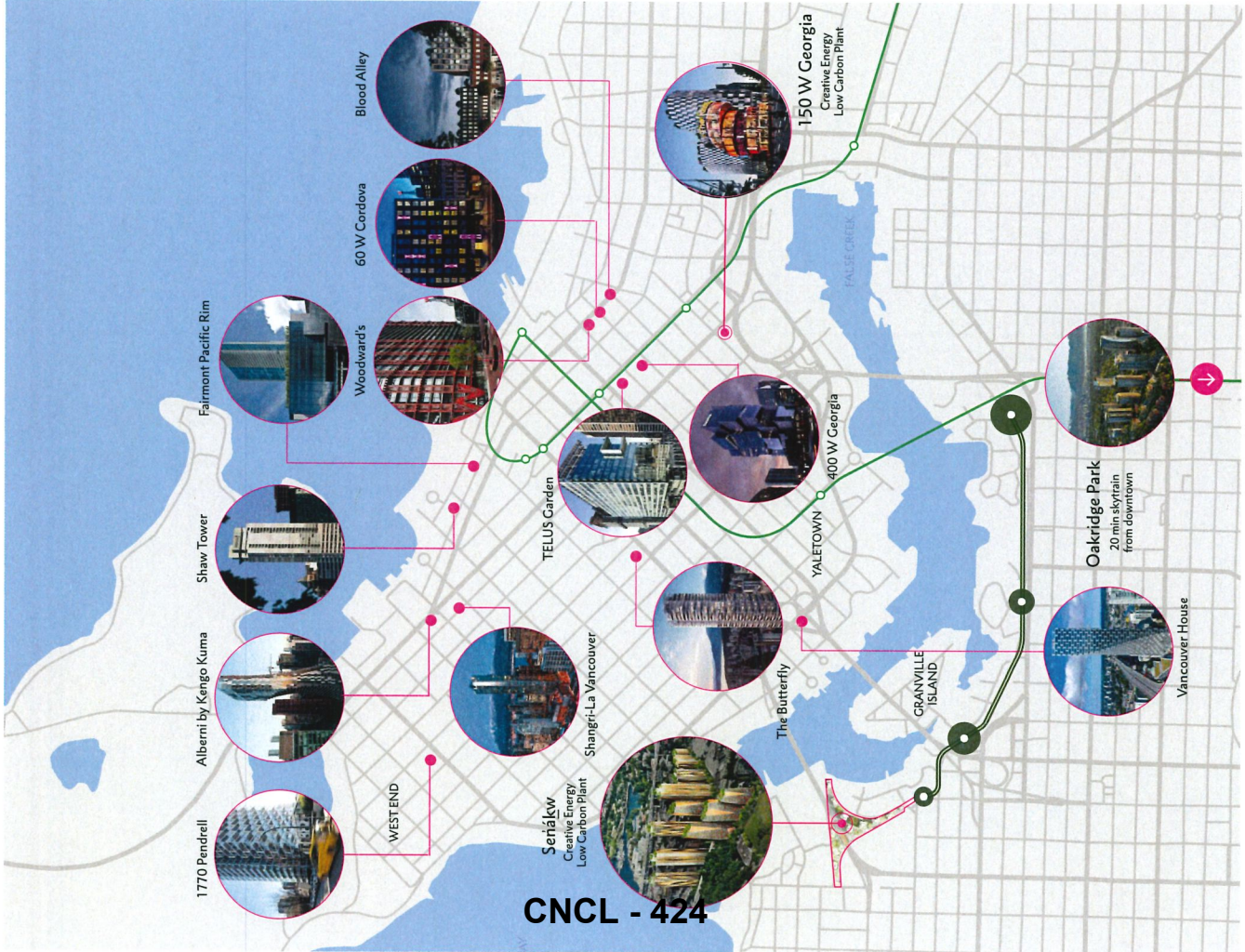
Q1

## Tell me about Westbank in Vancouver?

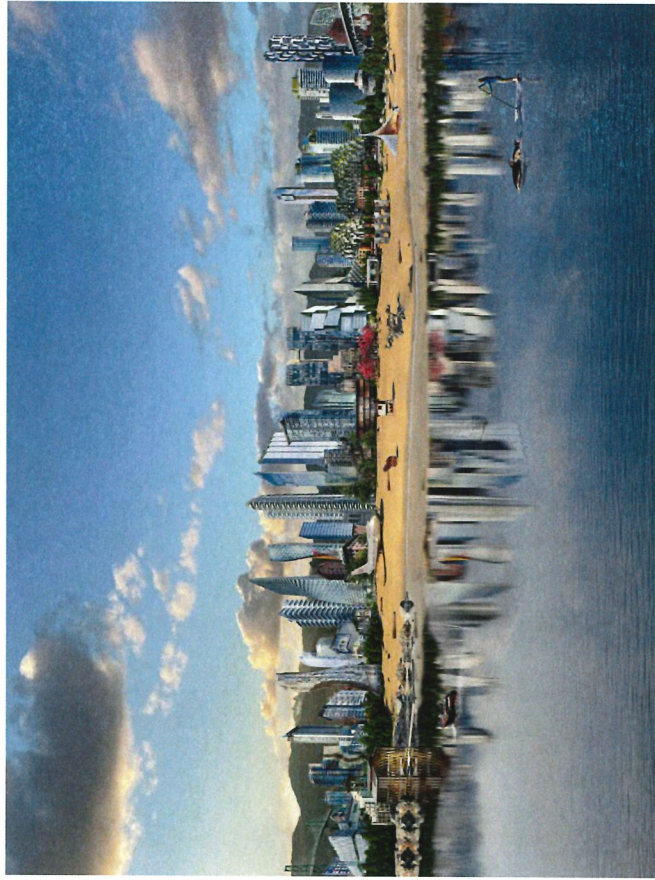
Based in Vancouver, Westbank has a long history of helping shape the evolution of our city.

Our passion to set a higher standard has led us to create transformative projects such as Woodward's, Vancouver House, Shangri-La Vancouver, TELUS Garden and Oakridge Park to name a few.

We've put this map together to roughly reflect the tour you're taking of our body of work in Vancouver.



CNCL - 424



Westbank City - Select projects in our body of work since 1992



# Public Art



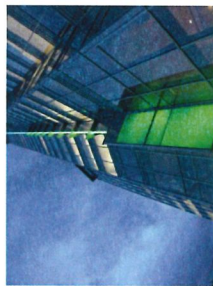
Pallasdes, 1996  
New Currents and Ancient Streams,  
Cwen Boyle



Residences on Georgia, 1998  
Persian Glass, Dale Chihuly



Coppersmith, 2000  
Ford Grove, Douglas R Taylor



Shaw Tower, 2005  
Light Art, Diana Theater



Woodward's, 2009  
Light Art, Cordova



Fairmont Pacific Rim, 2010  
Forest Screen, James KM Cheng and Adeline Lai



Fairmont Pacific Rim, 2010  
Lying on top of a building, Liam Gillick



Fairmont Pacific Rim, 2010  
Origami, Joseph Wu



Shangri-La Toronto, 2012  
Rising, Zhang Huan



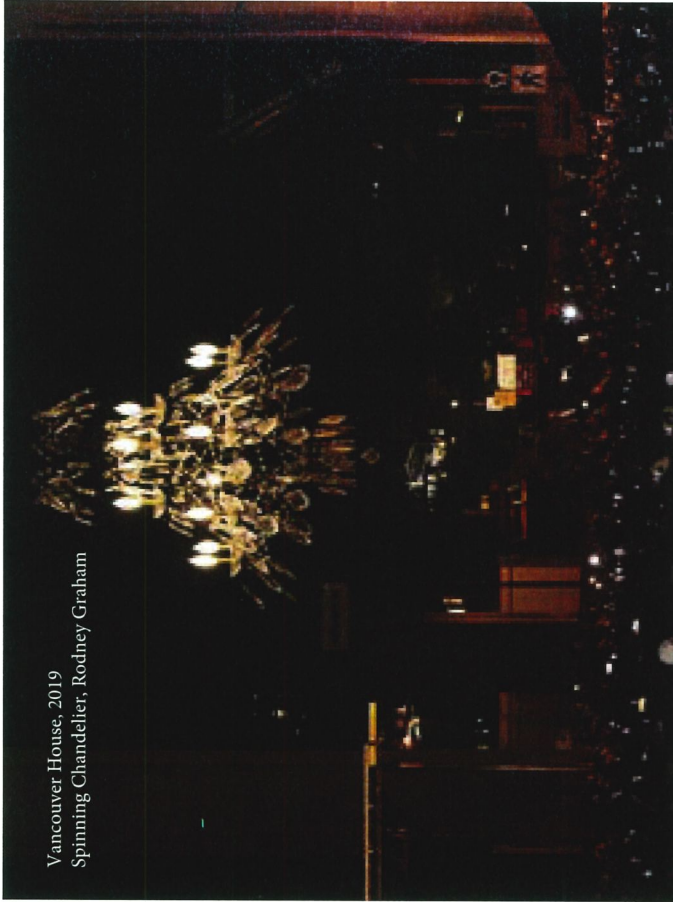
Shangri-La Toronto, 2012  
"Shangri-La, The Paradise", Xu Yuan Wang



The Lauren, 2014  
Triumph of Technocrat, Reec Terris



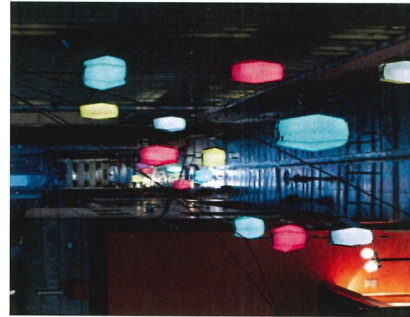
Fairmont Pacific Rim, 2015  
16-480, Omer Atbel



Vancouver House, 2019  
Spinning Chandelier, Rodney Graham



TELUS Sky, 2020  
Northern Lights, Douglas Coupland



TELUS Garden, 2016  
Beyond the Sea, Against the Sun, Martin Boyce



**View from Southeast Corner**  
looking towards Cooney Rd

**CNCL - 426**





**View Looking West From Cooney Road  
of East Elevation**

**CNCL - 427**





## Project Comparison



Building Height	41 m	41 m
Net FAR (sf)	70,597 sf	70,597 sf
FAR	2.67	2.67
Unit Count	83	81
Unit Mix		
Studio	1	1
1 Bedroom	14	10
2 Bedroom	64 (20 adaptable)	64 (20 adaptable)
3 Bedroom	3	3
Live/Work	1	3
Car Parking	101	82
Residential Parking Stalls	84	66
Visitor Parking Stalls	17	14
Car-Share Parking Stalls	0	2
Bicycle Parking	123	179
Class 1	105	162
Class 2	18	17
Indoor Amenity	108 sq.m. (1,162 sf.)	108 sq.m. (1,162 sf.)
Outdoor Amenity	552 sq.m. (5,962 sf.)	556 sq.m. (5,985 sf.)



East Elevation

CNCL - 429





South Elevation

CNCL - 430





West Elevation



CNCL - 431



North Elevation

CNCL - 432







Tower Typical Unit Balcony

Entrance / Townhouse Balcony

Indoor Amenity Space

GC3 @  
HFE1

GC3 @  
CFE1

GC2 @  
HFE1

GC2 @  
CFE1

GS2 @  
HSP1

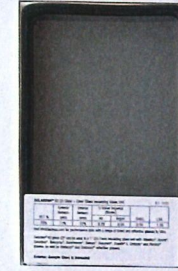
GS2 @  
CSP1



Solar Control Low-E  
Triple Insulated Glazing Unit  
Solarban 60'8mm + Air 12.7mm + Clear 6mm + Solarban 60'6mm



Solar Control Low-E  
Double Insulated Glazing - Door & Operable Window  
Solarban 60'8mm + Air 12.7mm + Clear 6mm



Double Insulated Spandrel Glazing Unit  
Ceramic Frit - Clear Anodized  
Solarban 60'8mm + Air 12.7mm + 10% Gray Frit on Clear 6mm



EM3.1



EM4

ES2

EC3

EC7

EM3.3

MH1

MH2

MH3

MH5

MC1

MC3

MC2

MC5



EM3.2



EM3.4



Flat Metal Panel Brass  
PVDF Copper Finish

Flat Metal Panel Silver  
To Match Benjamin Moore  
Classics Silver Lake 1598

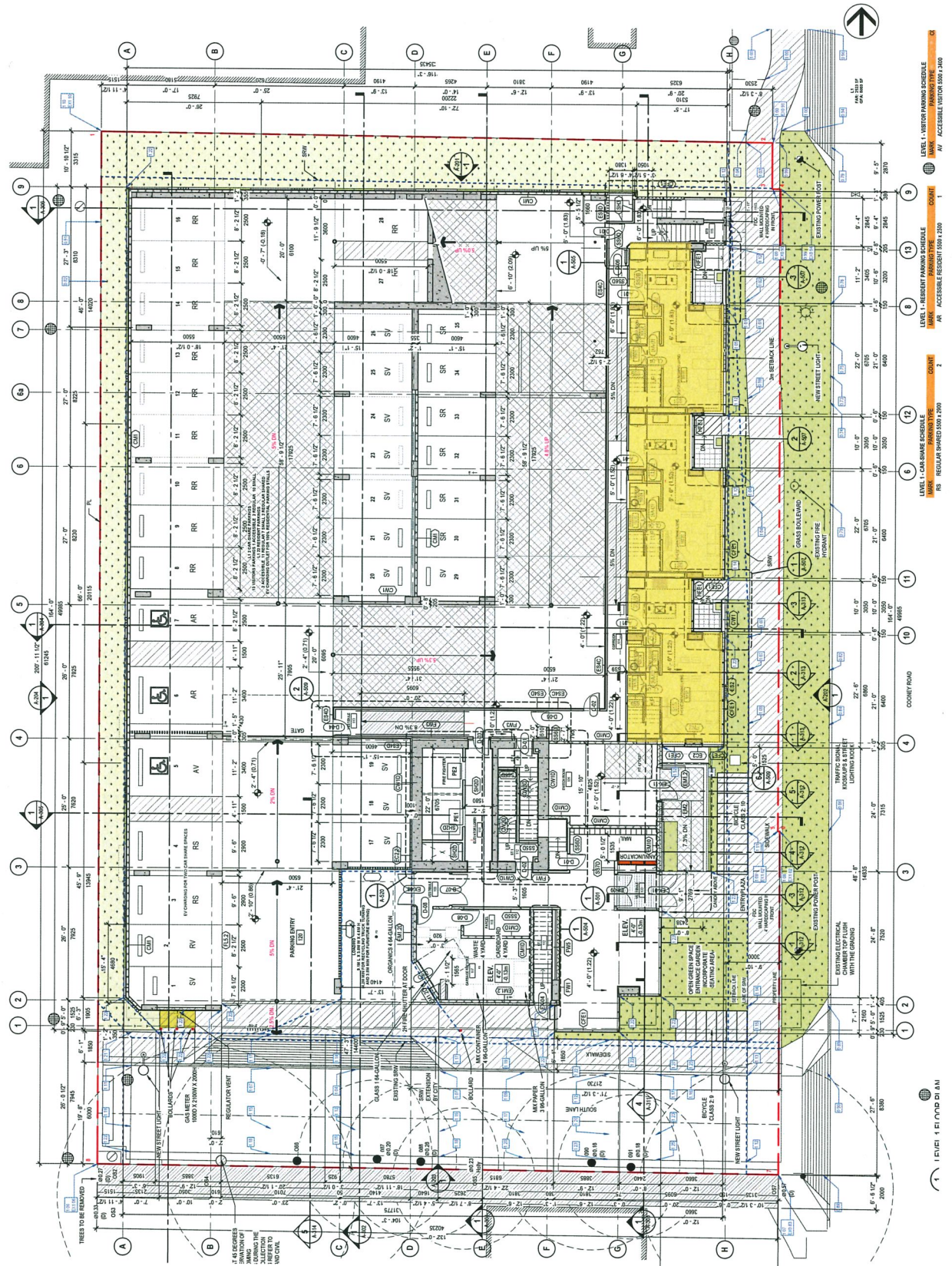
Flat Metal Panel Dark Charcoal Grey  
To Match Benjamin Moore Classics  
Gunmetal 1602, PPG Charcoal PCNT  
79121

Flat Metal Panel Black  
To Match Benjamin Moore  
Classics Graphite 1603,  
PPG Black PCNT 98111



# Ground Floor Plan

CNCL - 434

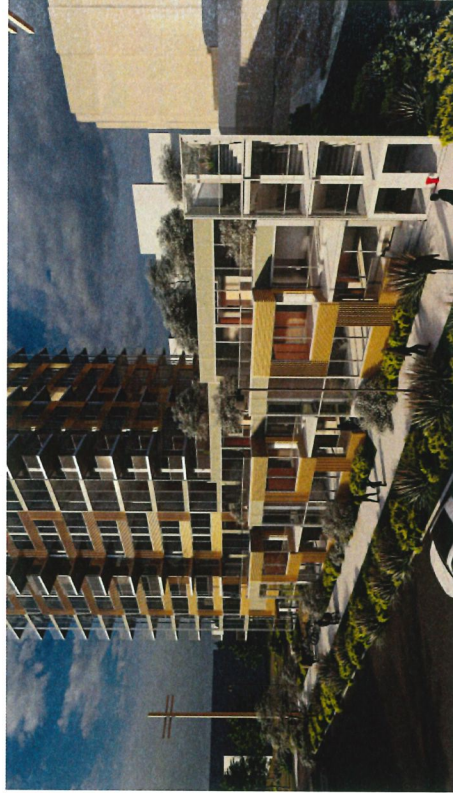




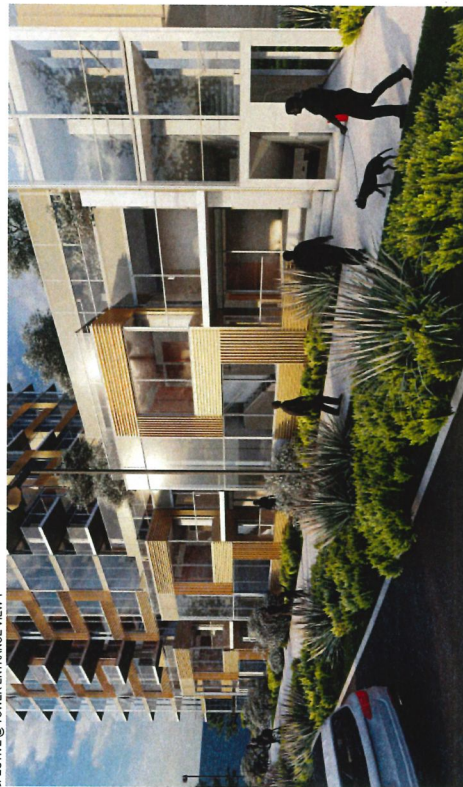
# Live/Work Units Streetscape



PERSPECTIVE @ TOWER ENTRANCE VIEW 1



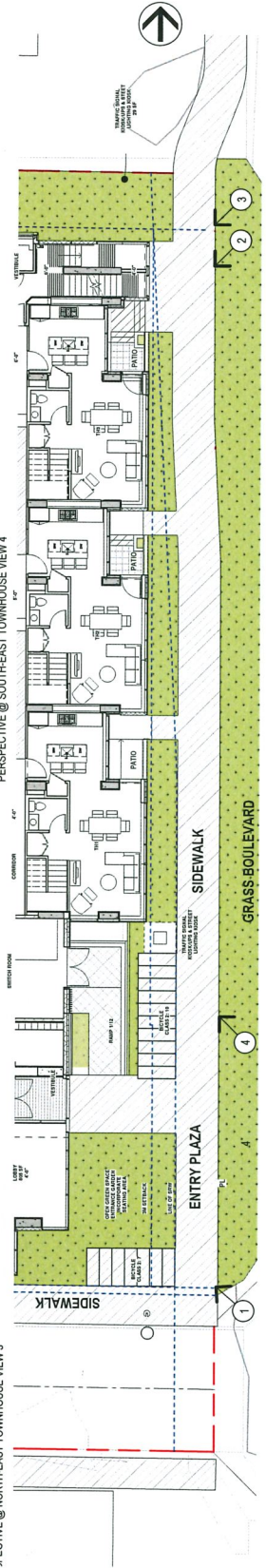
PERSPECTIVE @ TOWNHOUSES NORTH-EAST VIEW



PERSPECTIVE @ NORTH-EAST TOWNHOUSE VIEW 3



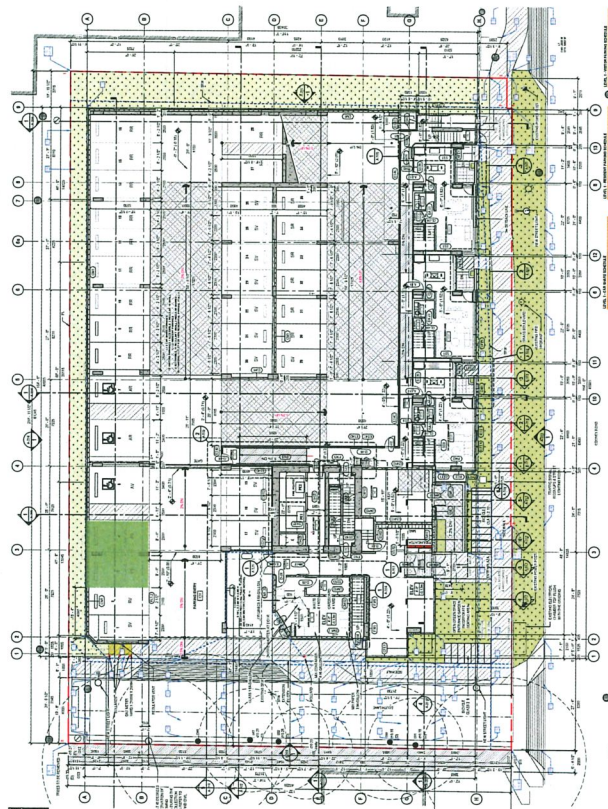
PERSPECTIVE @ SOUTH-EAST TOWNHOUSE VIEW 4



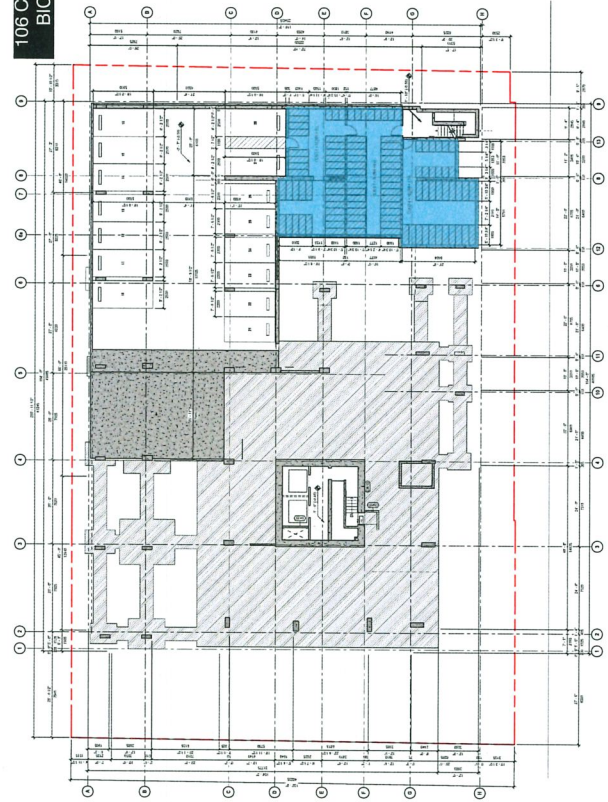


# Traffic Demand Management Measures

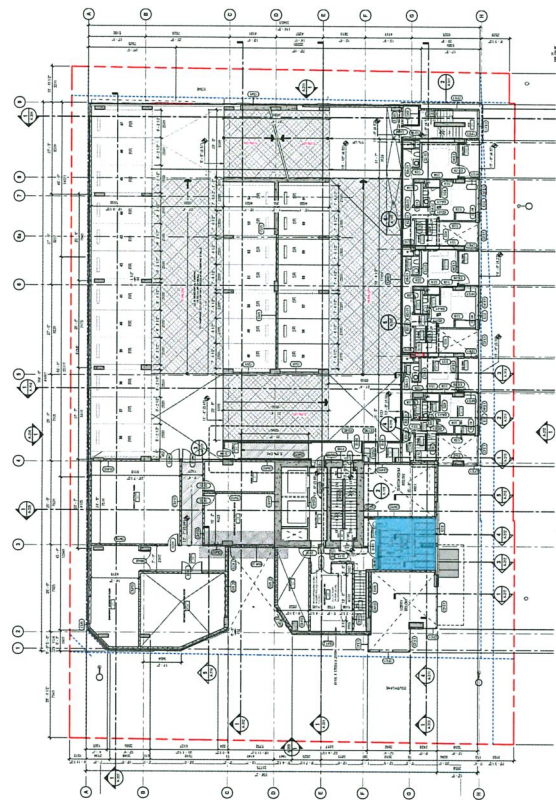
2 CAR SHARE  
PARKING



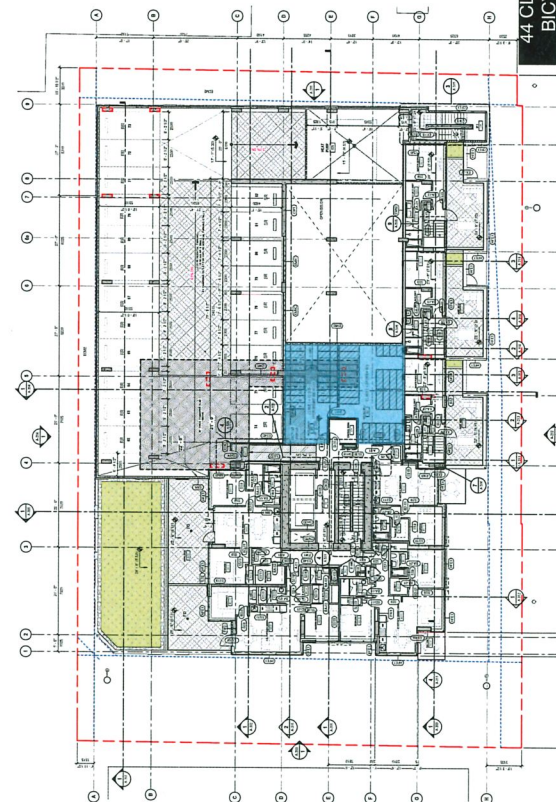
106 CLASS 1  
BICYCLES



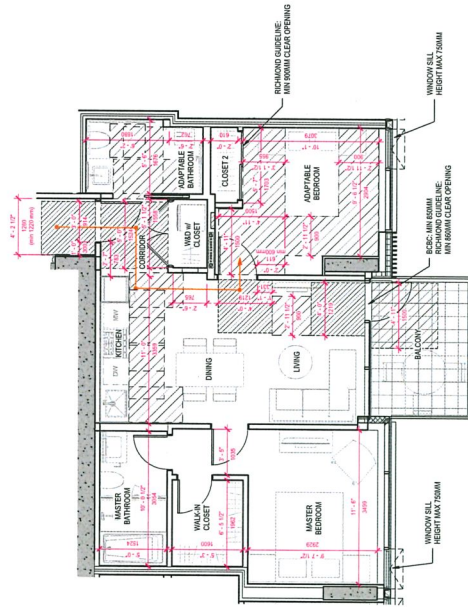
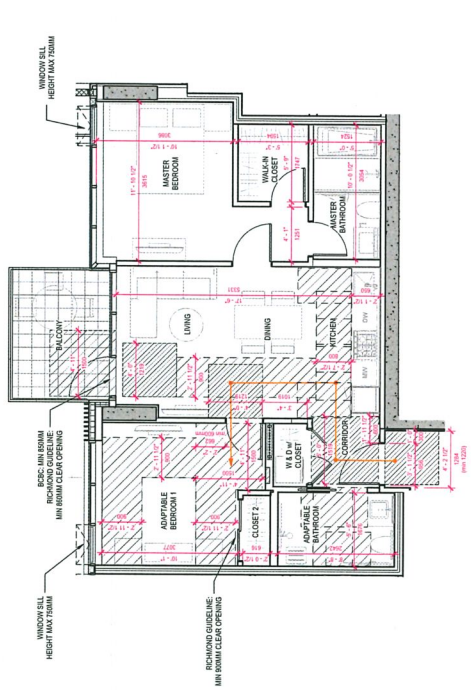
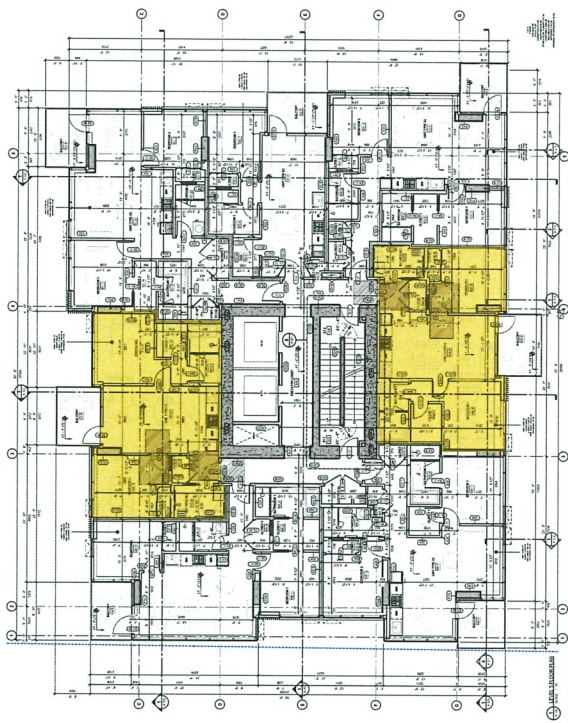
12 CLASS 1  
BICYCLES



44 CLASS 1  
BICYCLES

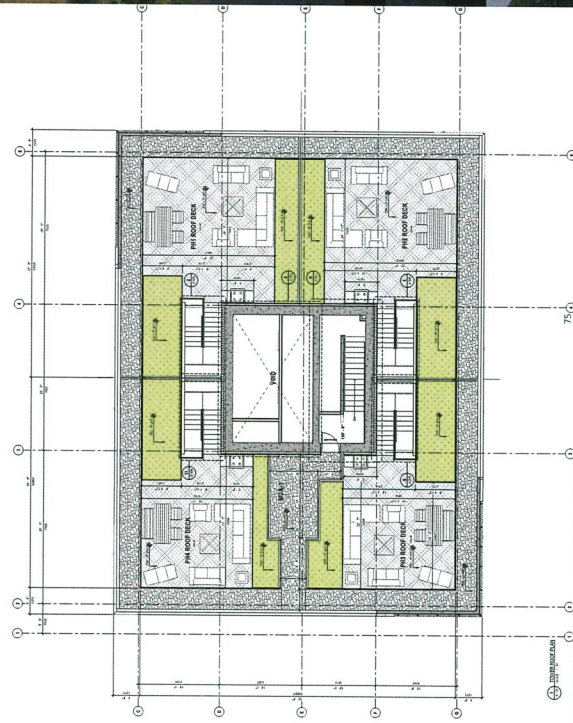
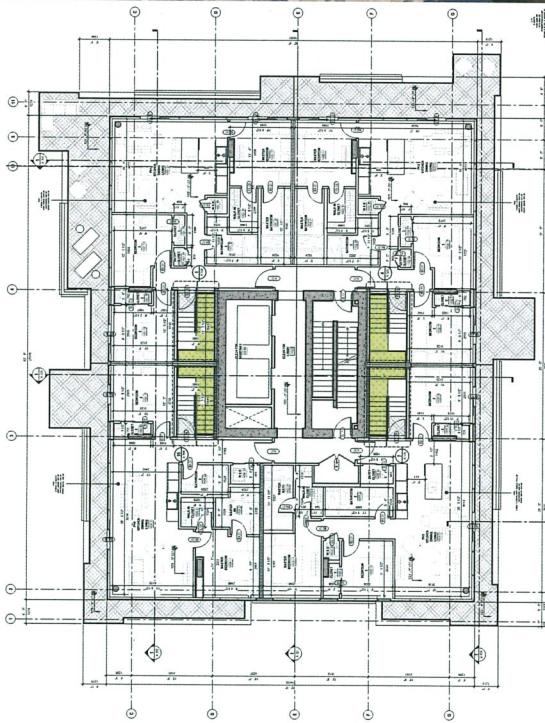




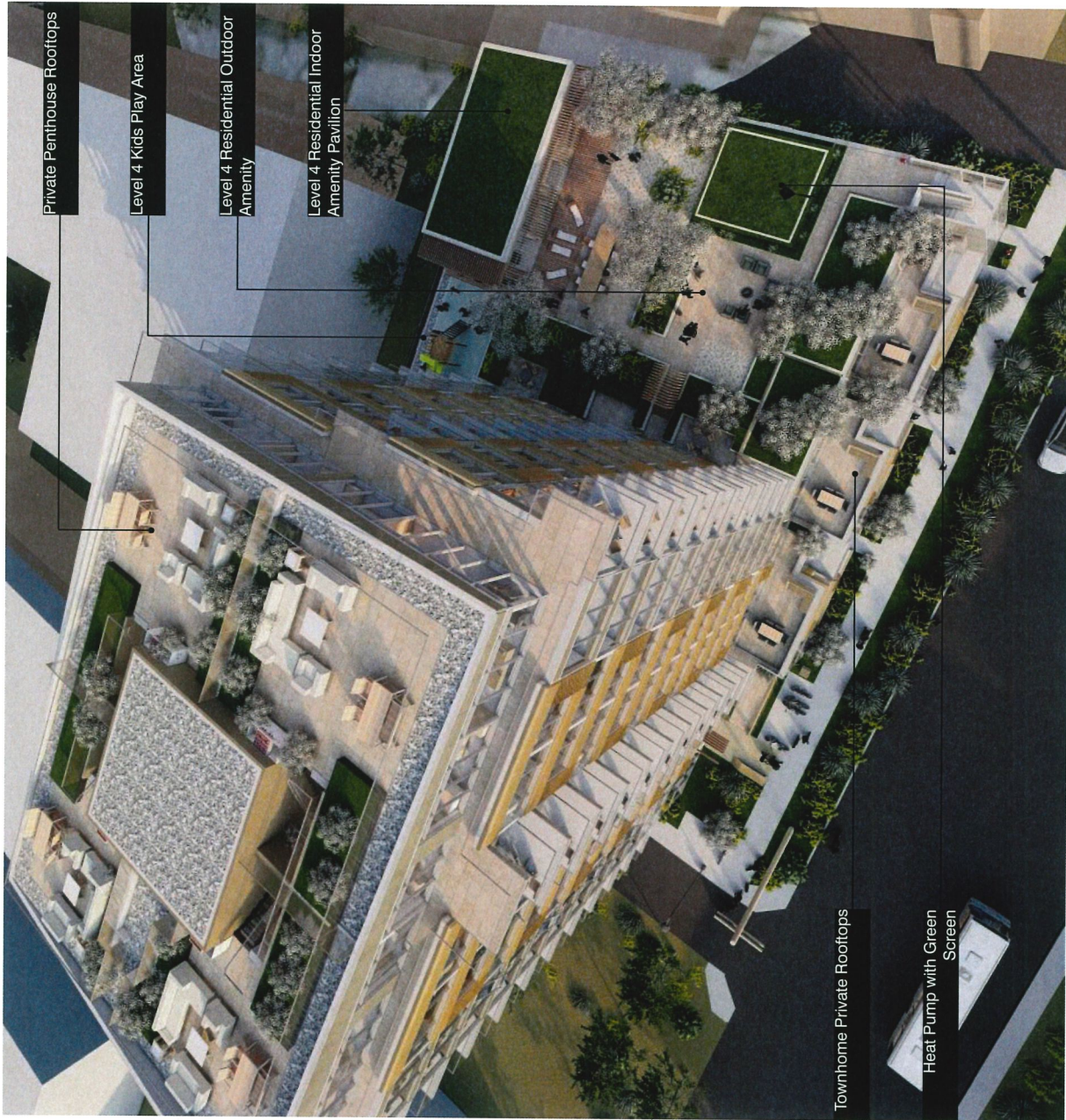




# Rooftops and Amenities

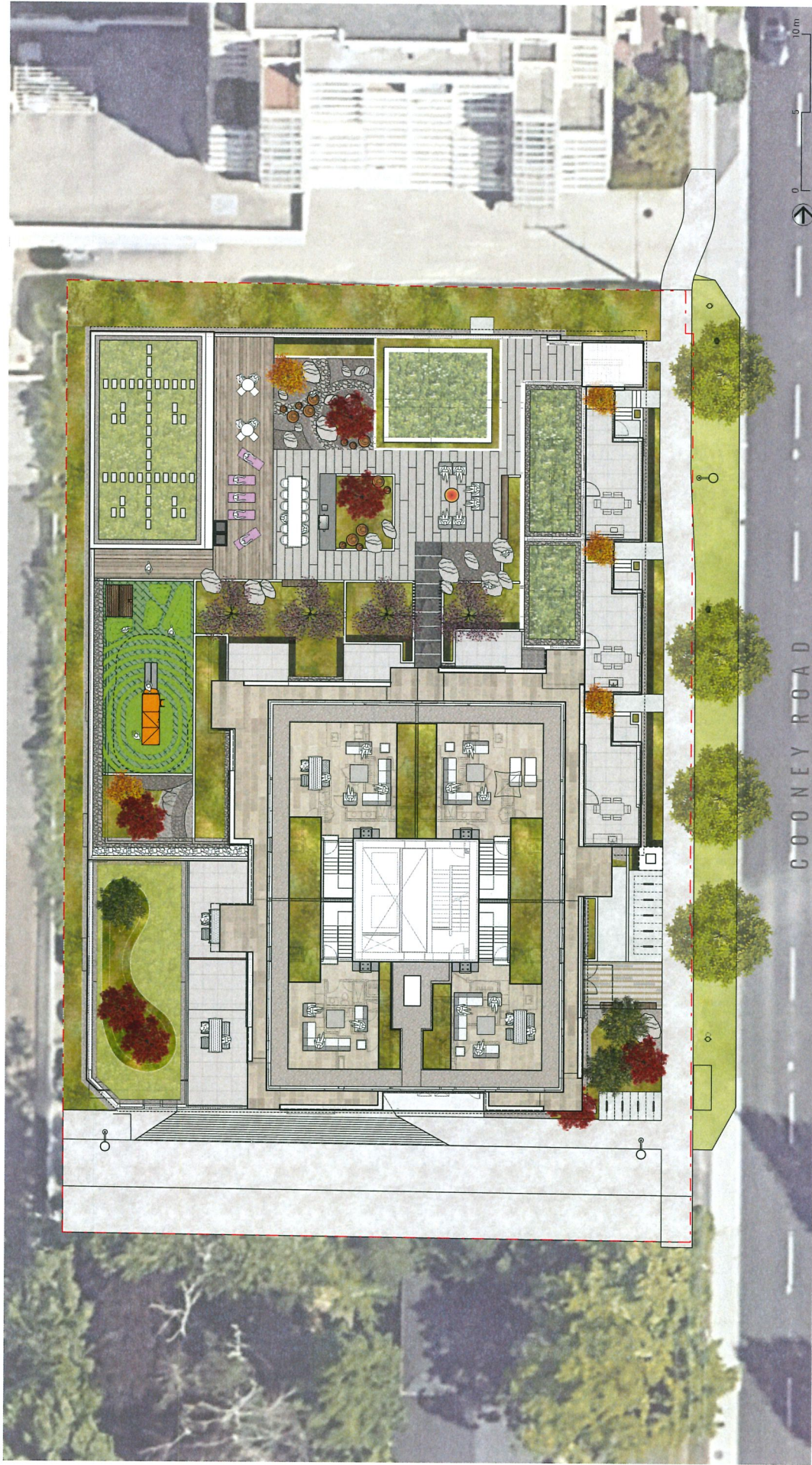


CNCL - 438





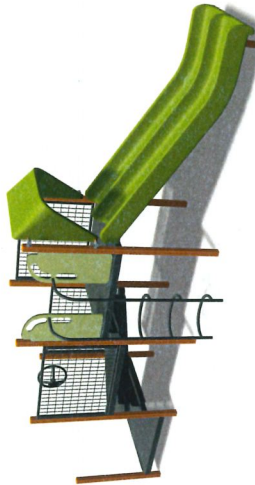
# OVERALL SITE PLAN



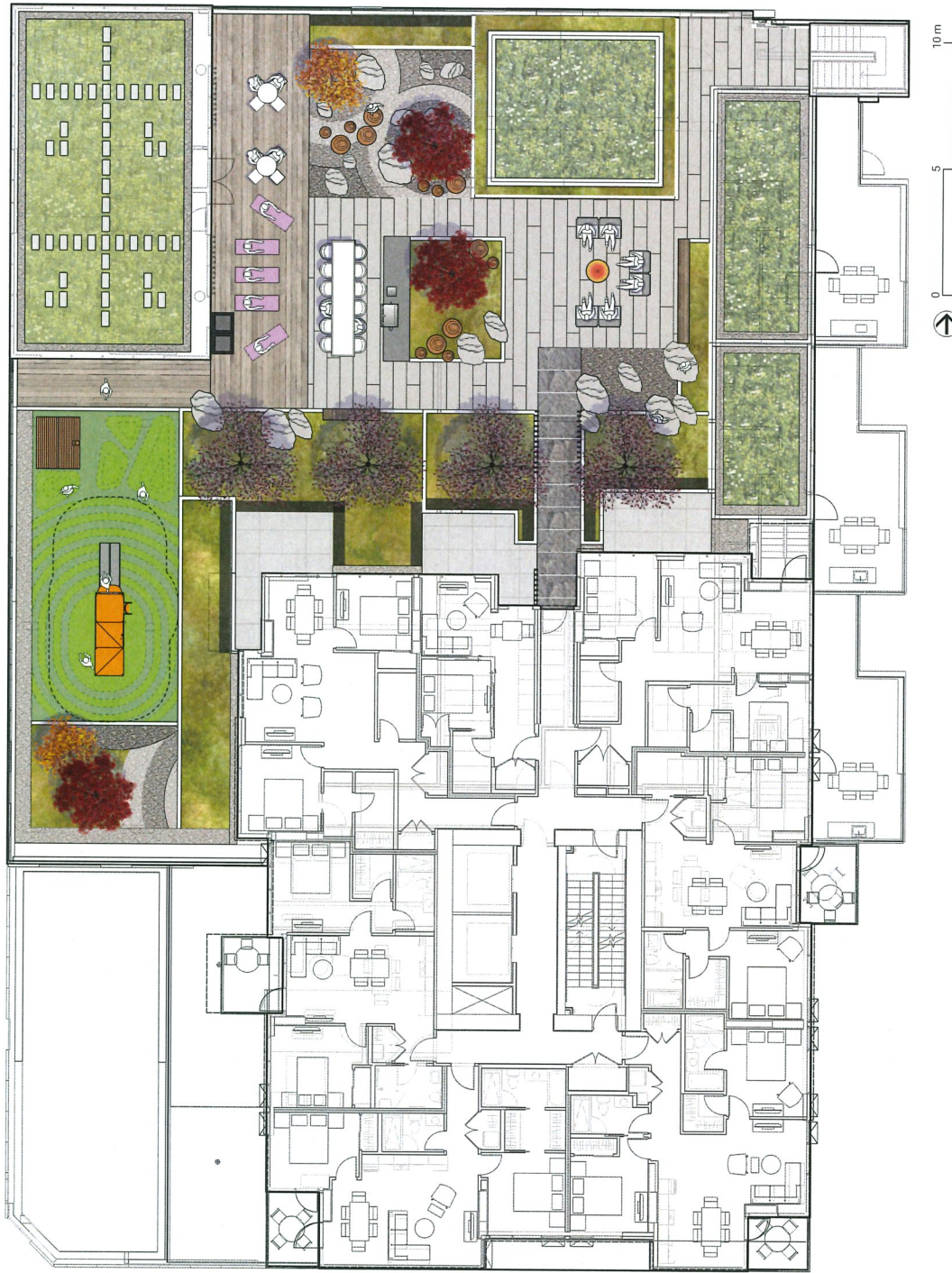
CNCL - 439



**SITE PLAN**  
**LEVEL 4 AMENITY DECK**

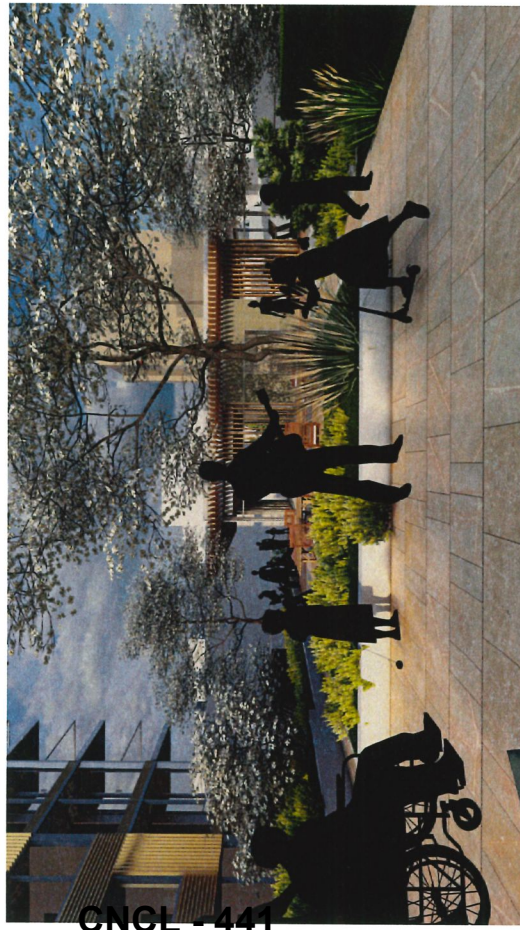
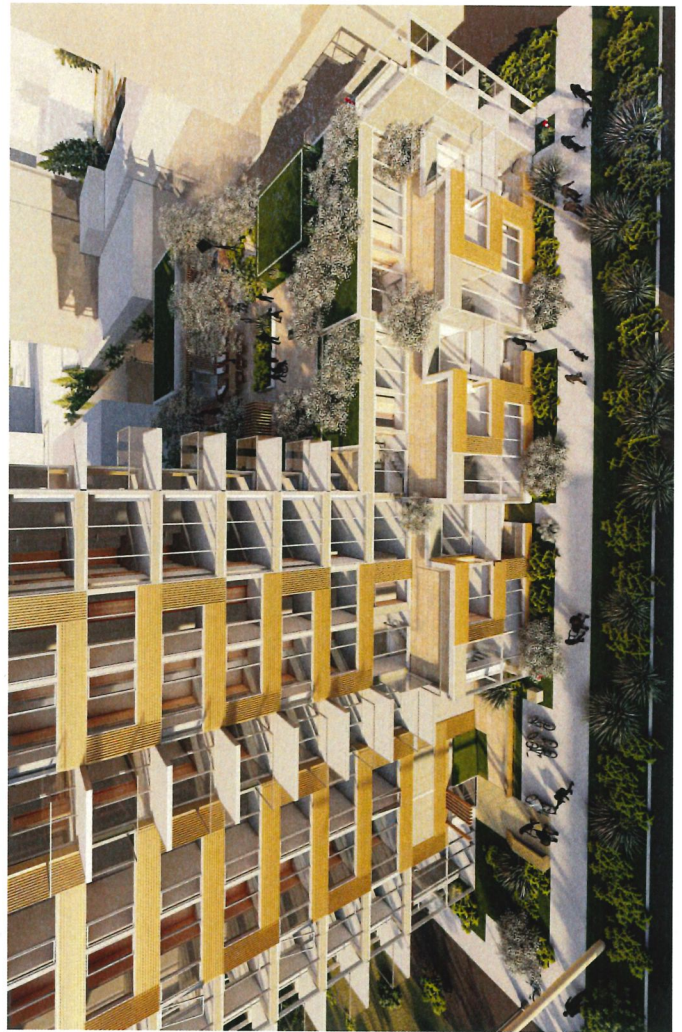


**CNCL - 440**





**Landscape Architecture**  
Level 4 Amenity Views





# PLANTING DESIGN REPRESENTATIVE PLANT



STYCIARIA PSEUDOMANITTE



PRUNUS SARGENTI 'RANCHO'



PIUS HONERIGI 'HONORHEAD'



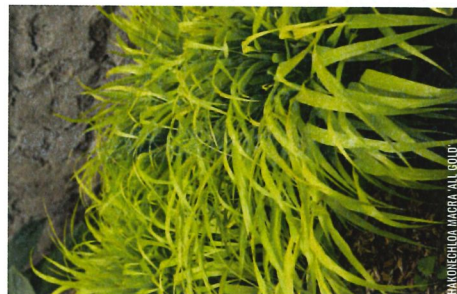
CECIDIOPHYLLUS JAPONICUM



ARISTIDA DOMESTICA TUON BAY



PENNISETUM ORIENTALE 'MARLEY ROSE'



RAKONCHLOA MACRA 'ALL GOLD'



CORNUS KOUSA



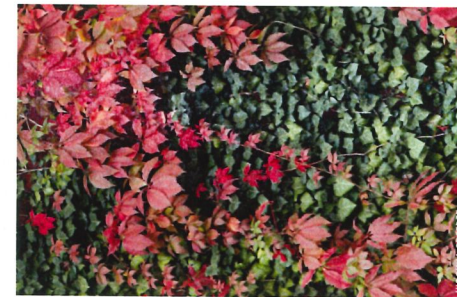
OVALIS OREGANA



IMPERATA CYLINDRICA 'RED BARRON'



IRIS TIBETAN



VIOLINA CRISTEER



Level 4 Amenity Pavilion

CNCL - 443



**From:** Ting Ling Wong <wongtingling@gmail.com>  
**Sent:** September 17, 2023 4:41 PM  
**To:** CityClerk  
**Subject:** Re File: DP 22-023105

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**Categories:** Evangel, Rustico

<b>To Development Permit Panel</b>	
<b>Date:</b>	<u>SEPT 27, 2023</u>
<b>Item #</b>	<u>3</u>
<b>Re:</b>	<u>DP 22-023105</u> <u>6333 COONEY ROAD</u>

**City of Richmond Security Warning:** This email was sent from an external source outside the City. Please do not click or open attachments unless you recognize the source of this email and the content is safe.

Attn: Ashley Kwan, of Planning & Development Division.

Re: File # DP-023105, for Development Permit of High Rise at 6333 Conney Road. To be held Permit Panel Meeting at Sep. 27, 2023, 3:30pm.

Dear City Development. Officer: We are neighbors homeowne at captioned address.

It's over 23 yeras this site suffered multiple geological and safety troubles in attempt to build "High Rise Condo".

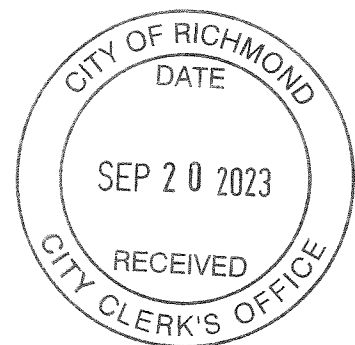
Firstly, the adjacent high rise building at 8288 Saba Road has been warned ground base uneven and unstable, which caused the whole building continuously incline to the Southside (not straight uprise), due to soft base (treated with old construction code which obsoleted now). A new high-rise building to add on the problematic ground base aside current one will cause further safety concerns by all means.

Secondly, Cooney Road becomes major to City Plan, already too crowding this cross-road. We know the "Spires Gate" road will soon be expand to attract more condensed traffic. The supposed new high-rise will block both new and old building's entrance lane and cause traffic stuck.

The are many other problems such as hazards trevent and fire risk etc.

Please re-consider the decision and avoid public harm.

Sincerely yours  
1507-8288 Saba Road, Richmond V6Y 4C8  
Owner  
Ting Ling Wong



**From:** Thompson LEE <thompsonlee60@gmail.com>  
**Sent:** September 22, 2023 9:26 AM  
**To:** CityClerk  
**Cc:** Clara Lee  
**Subject:** File DP22023105 meeting on 27 Sep 2023  
**Attachments:** City of Richmond DP22023105.doc  
  
**Categories:** Rustico

<b>To Development Permit Panel</b>	
Date:	SEPT 27, 2023
Item #	3
Re:	DP 22-023105
	6333 COONEY ROAD

**City of Richmond Security Warning:** This email was sent from an external source outside the City. Please do not click or open attachments unless you recognize the source of this email and the content is safe.

We are unable to attend the public hearing on 27 Sep 2023 ,  
we attached the letter with our views for your perusal.

Thanks

Clara Lee and Thompson Lee





City of Richmond  
Planning and Development Division

1501, 1601, 1602 -  
8288 Saba Road  
Richmond, V6Y 4C8  
22 September 2023

Kind Attention: Ashley Kwan

Re: File No. DP22-023105

Subject site: 6333 Cooney Road high rise 81 units

Dear Planning and Development Officer

We are the owners of the above address. For the past 23 years, our building suffered multiple geological and safety problems when there is attempt to build High Rise Condo in this site.

The Chancellor Complex (8288 and 8388 Saba Road) has been warned of ground base uneven and unstable. As the result, this cause the building continuously incline to the south side. The reason for this was the soft base was treated by old standard construction code at the time of the development. I understand this code was replaced by the new one after the building was finished constructions.

If the new site is allowed to build a heavy high rise condo, the developer and the future owners have to be responsible for our building structure and safety problems etc. in the future.

We have no objection if this site is building town house like the opposite side and south side of this site. Hopefully this can reduce and eliminate the future hazard and unnecessary chaos.

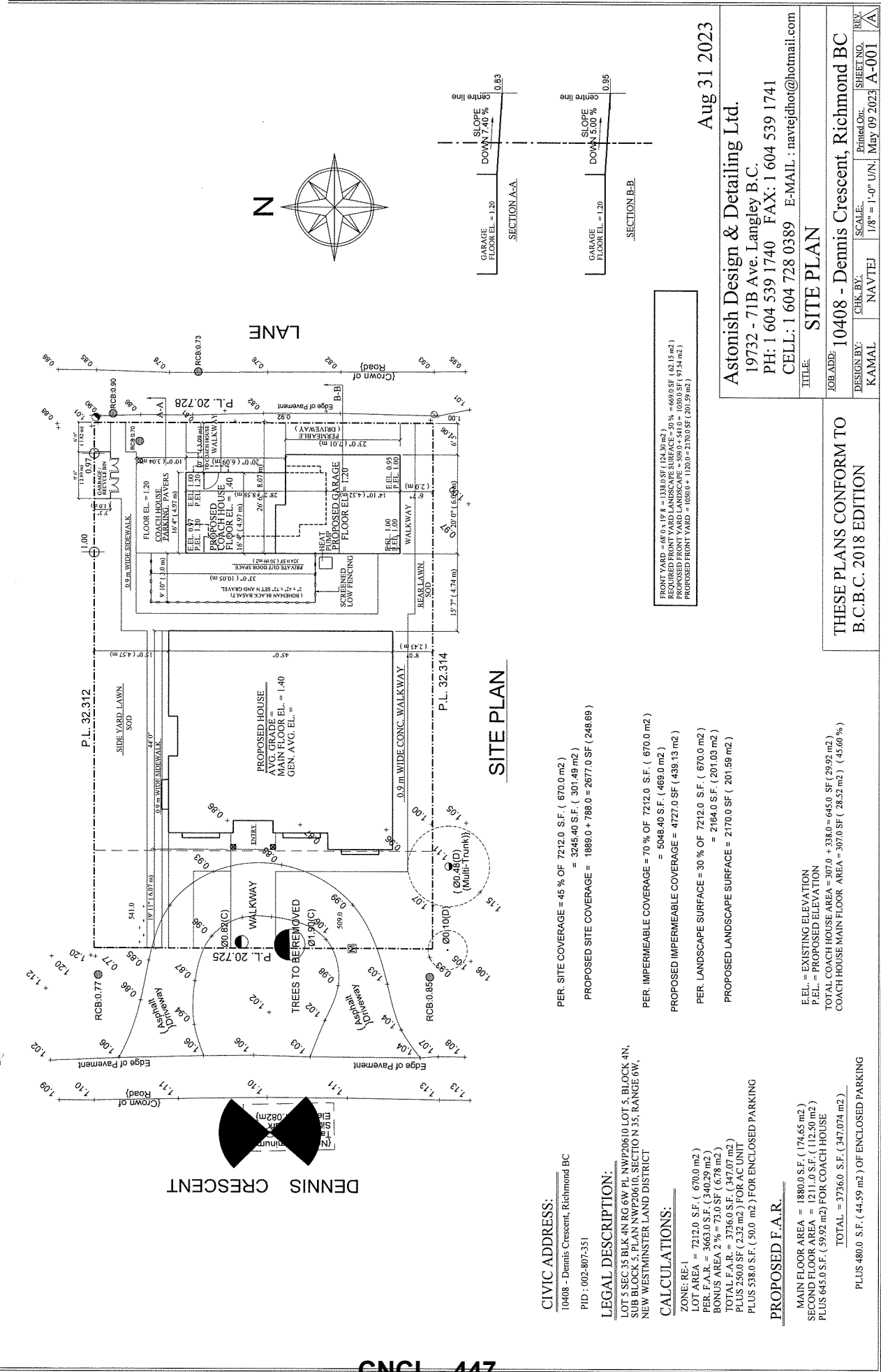
For the sake of safety concern in future, please seriously re-consider the decision.

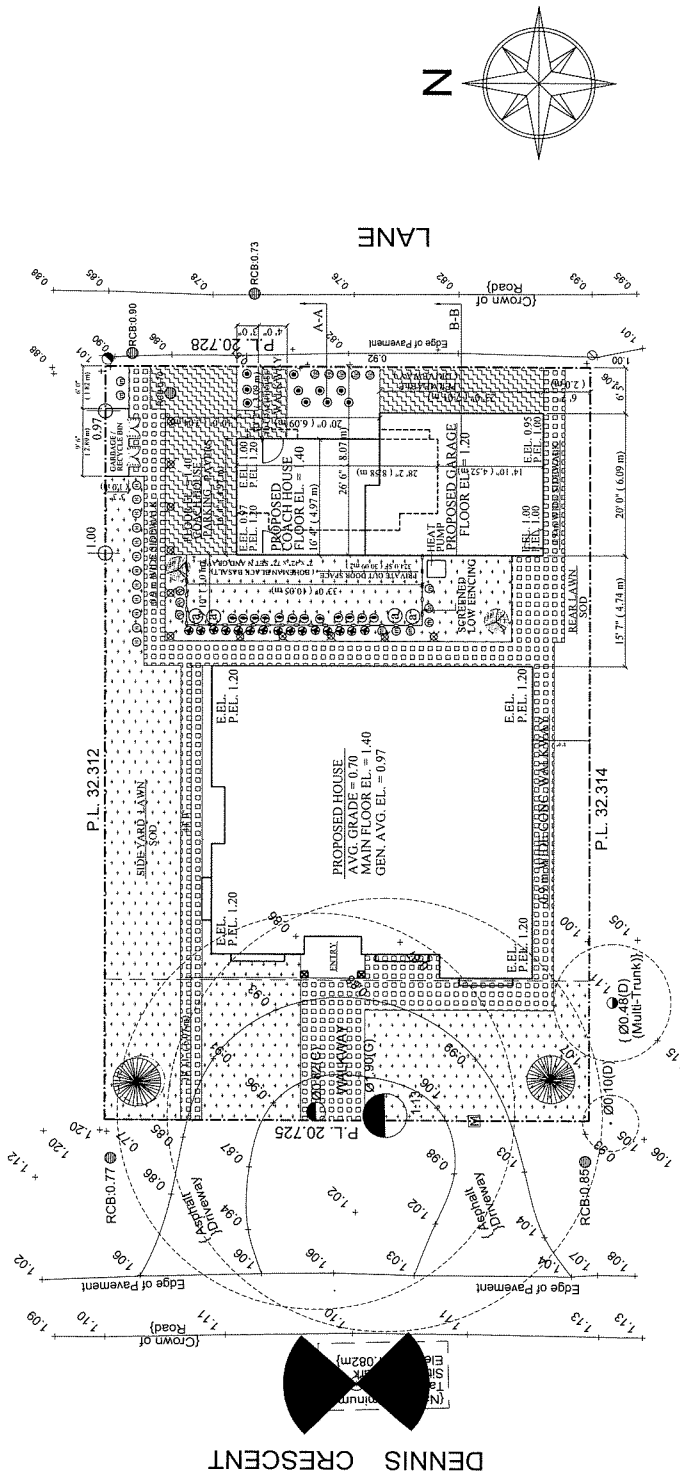
Thank you for your kind attentions.

Yours faithfully

Thompson Lee, Clara Lee  
Co-owners of 1501, 1601, 1602  
Saba Road.  
[thompsonlee60@gmail.com](mailto:thompsonlee60@gmail.com)  
[clarawylee@gmail.com](mailto:clarawylee@gmail.com)

Schedule 6 to the Minutes of the Development Permit Panel meeting held on Wednesday, September 27, 2023





LANDSCAPE PLAN

ALL INSTALLATION TO BE AS PER  
BCLMBCSLA STANDARDS ONLY

IRRIGATION STRATEGY NECESSARY

NOTES:

ALL PLANT MATERIAL SHALL BE IN ACCORDANCE WITH  
THE BCLMBCSLA AND BCLMBCSLA STANDARD,  
LATEST EDITION.

COMPLETE PROTECTION OF EXISTING STREET TREES IN  
ACCORDANCE WITH THE CITY OF RICHMOND'S TREE  
PROTECTION GUIDELINES.

ALL LANDSCAPE AREAS WILL BE IRRIGATED WITH  
LOW VOLUME AUTOMATIC IRRIGATION SYSTEM, C/W  
RAIN SENSOR.

ALL UTILITY OR UNDERGROUND WORK TO BE  
LOCATED PRIOR TO CONSTRUCTION TO ENSURE  
PROTECTION OF ALL SYSTEMS AND PROTECTED TREES.

SYM	NAME
	CORE GRASS (PERMEABLE PARKING HEX GRID)
	AQUA PAVE PERMEABLE CONCRETE PAVERS
	BOHEMIAN BLACK BASALT
	2x4x72 SET N AND GRAVEL
	PROPOSED DECIDUOUS TREE
	DOUGLAS MAPLE
	PROPOSED CONIFEROUS TREE
	WESTERN RED CEDAR
	PATHWAY LIGHT (12)

PLANT SCHEDULE			
SYM	QTY	BOTANICAL NAME	
LARGE SHRUBS			
(1)	12	CHAMAECYPAIS ORTUSA 'NANA AUREA'	
(1)	7	DAPHNE ODOREA	
(1)	20	MISCANTHUS SINENSIS VAR. PURPURASCENS	
(1)	5	FOTHERGILLA GARDENII 'ADE PLATT'	
(2)	6	HYDRANGEA MACROPHYLLA 'LEMON DADDY'	
(2)	6	HYDRANGEA ANOMALA SUBSP. PETIOLARIS	
SMALL SHRUBS			
(1)	27	GARDENIA JASMINOIDES 'KLEIN'S HARDY'	
(1)	7	HEMEROCALLIS	
(2)	13	TAXUS X MEDIA 'HICKSI'	
(1)	11	RUBRICKIA HIRTA	

Aug 31 2023

Astonish Design & Detailing Ltd.

19732 - 71B Ave. Langley B.C.

PH: 1 604 539 1740 FAX: 1 604 539 1741

CELL: 1 604 728 0389 E-MAIL : navtej.dhot@hotmail.com

TITLE: LANDSCAPE PLAN

JOB ADD: 10408 - Dennis Crescent, Richmond BC

DESIGN BY: KAMAL

CHK. BY: NAVTEJ

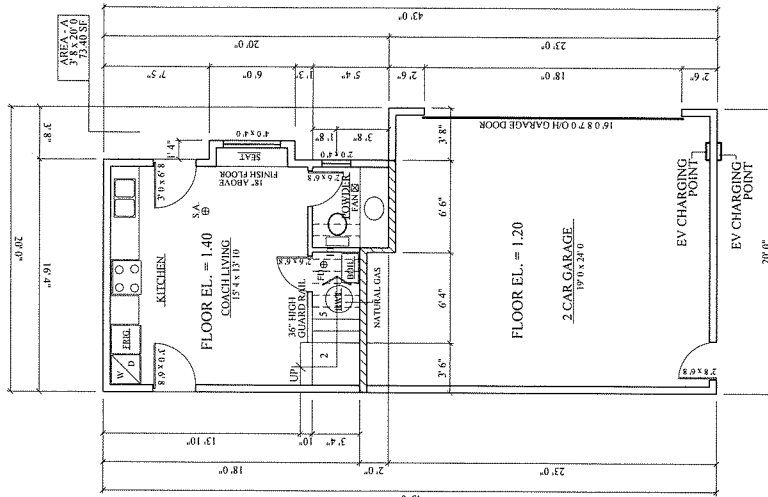
SCALE: 1/8" = 1'-0" U/N

Printed On: May 09 2023

SHEET NO. A-002

THESE PLANS CONFORM TO  
B.C.B.C. 2018 EDITION

AREA CALCULATIONS:	
28'0" x 43'0" = 860.0 SF	
LESS GARAGE = 73.0 SF	
AREA = 787.0 SF	
LESS COACH HOUSE = 50.0 SF	
NET AREA = 737.0 SF	
AREA - A = 73.40 SF	
TOTAL = 73.40	

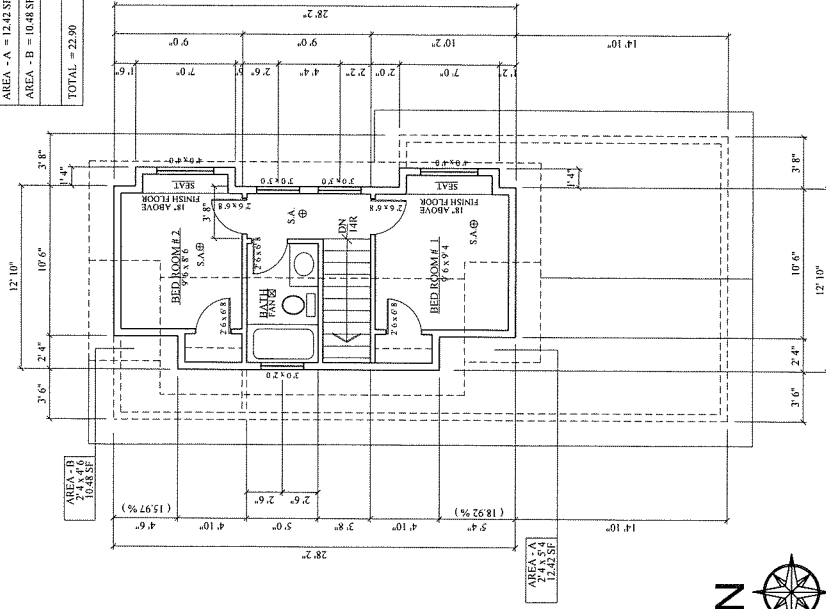


(RADIANT FLOOR HEATING SYSTEM)

### MAIN FLOOR PLAN GARAGE & COACH HOUSE

GARAGE AREA = 480.0 SF (48.00 m<sup>2</sup>)  
COACH HOUSE AREA = 307.0 SF (28.52 m<sup>2</sup>)  
TOTAL COACH HOUSE AREA = 307.0 + 338.0 = 645.0 SF (59.92 m<sup>2</sup>)  
COACH HOUSE MAIN FLOOR AREA = 307.0 SF (28.52 m<sup>2</sup>) (45.60 %)

AREA CALCULATIONS:	
12'10" x 28'2" = 360.0 SF	
LESS = 22.0 SF	
AREA = 338.0 SF	
NET AREA = 338.0 SF	
AREA - B = 10.48 SF	
TOTAL = 22.90	



(RADIANT FLOOR HEATING SYSTEM)

### SECOND FLOOR PLAN COACH HOUSE

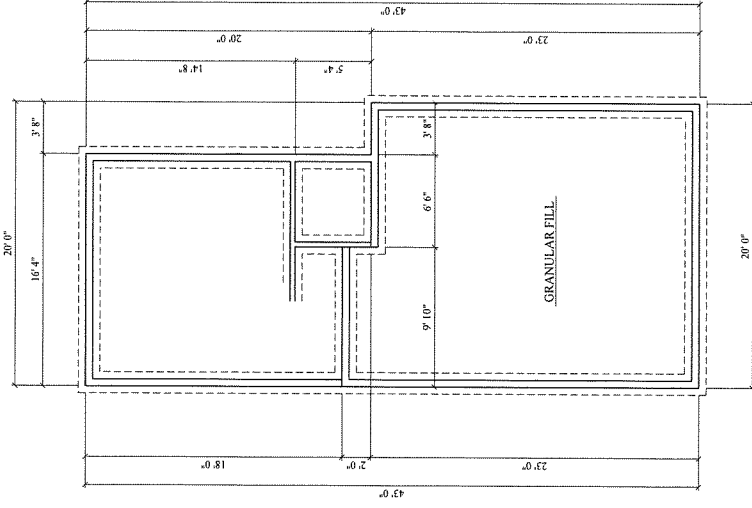
COACH HOUSE AREA = 338.0 SF (31.40 m<sup>2</sup>)  
(RADIANT FLOOR HEATING SYSTEM)

Aug 17 2023

Astoria Design & Detailing Ltd.	
19732-718 Ave	
PR: 1 604 539 1740 FAX: 1 604 539 1741	
CELL: 1 604 728 0389 E-MAIL: nancy@adadetail.com	
TITLE: COACH HOUSE PLAN	
DATE: 10/08/2023	DESIGNER: Dennis Crescent Richmond, B.C.
CHECKED: [Signature]	DATE: 10/08/2023
APPROVED: [Signature]	DATE: 10/08/2023

THESE PLANS CONFORM TO  
B.C.B.C. 2018 EDITION

### FOUNDATION PLAN





## EXTERIOR FINISHES SCHEDULE

01	ASPHALT SHINGLES ROOF COLOR: BLACK (BY KO)	07	ALUMINUM GUTTER COLOR: CHARCOAL GREY
02	ACRYLIC STUCCO COLOR: LIGHT GREY	09	FRONT ENTRY FIBRE GLASS DOOR COLOR: GREY / BROWN
03	HORIZ. HARDIE PLANKS COLOR: LIGHT GREY	10	KIT7 METAL GARAGE DOOR MATCH FRONT ENTRY DOOR
04	DECORATIVE WOOD BRACKET COLOR: NATURALLY STAINED CEDAR	11	EXTERIOR WALL LIGHTING
05	WIND. WINDOW W/ LOW "E" DOUBLE GLAZING MODE: SLIDING COLOR: WHITE	12	STONE CLADDING CULTURED STONE (BLACK)
06	2X8X10 FT FASCIA TRIM BOARD COLOR: WHITE		

**TYPICAL ROOF:**  
DARKWOOD SHINGLES ROOF  
ON 1 1/2" WEATHERING FOIL  
OVER 1/2" INSULATION  
ON APF. ENG. TRUSSES @ 2' O.C.  
2" R-40 BATT INSULATION  
6 MILU V.I. RESISTANT POLY. V.  
12" DRYSWALL

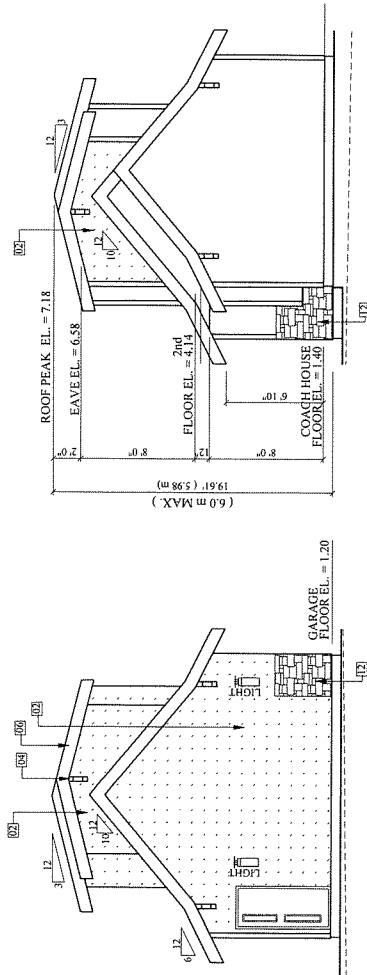
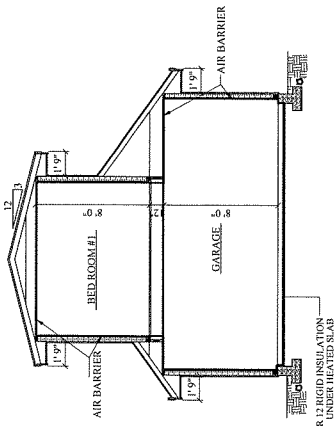
**TYPICAL EAVE:**  
EAVE PROTECTION TO 12" MIN.  
2" R-40 BATT INSULATION  
2" ON 2" X 16 FASCIA  
GALVANIZED METAL FLASHING  
ALUM. SPOKE VENT.

**TYPICAL EXTERIOR WALL:**  
160LB. HAMBLE PLANK  
OVER 1/2" INSULATION  
EXTERIOR GRADE PL. WOODS STRAPPING  
OVER 1/2" INSULATION  
RATED BUILDING PAPER OR  
TYPICAL EXTERIOR FINISH  
ON 1/2" PL. W.D. ON 2x6 STUDS @ 16" O.C.  
6 MILU V.I. RESISTANT POLY. V. 12" DRYSWALL.

**TYPICAL FLOOR:**  
FINISH FLOORING ON 1 1/2" C.C. TOPPING  
ON 1/2" R-40 BATT INSULATION  
ON 5/8" C. R. V. W.D. JOISTS (SEE PLAN)  
2x6 C.C. @ 16" O.C. MAX.  
12" DRYSWALL.

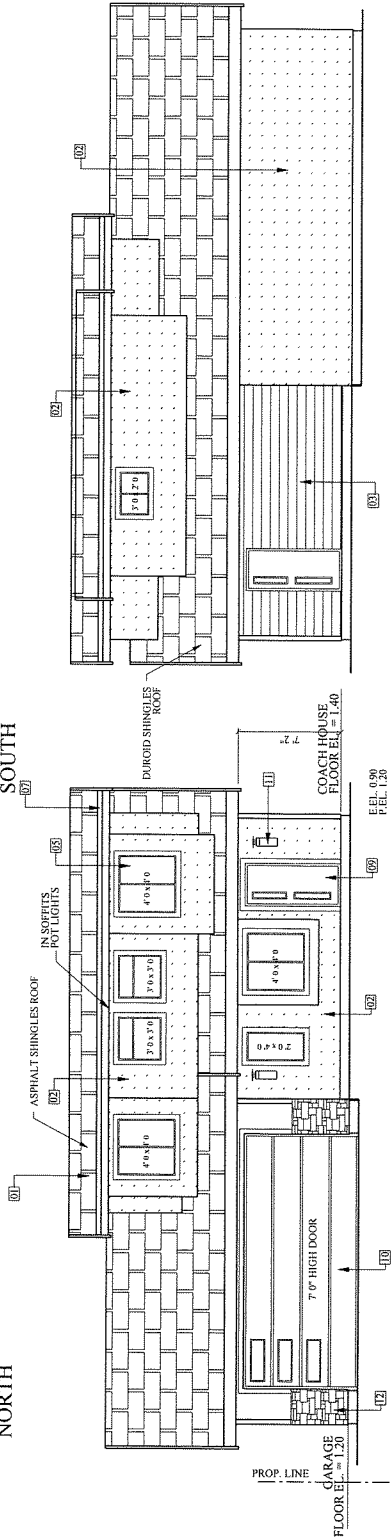
**SLAB ON GRADE:**  
FINISH FLOORING ON 4" CONC. SLAB.  
W/FLOOR RADIANT HEATING SYSTEM.  
R-12 RIGID INSULATION.  
6" MIL. U.V. RESISTANT POLY.  
6" WELL - COMPACTED SAND BASE.

**TYPICAL FOUNDATION:**  
6" CONC. WALL ON 8" X 20" CONC.  
STRIP FOOTING TO FIRM BEARING.  
36" DIA. ANCHOR BOLTS @ 6" O. C. MAX.  
DESIGNE 45° FELT UNDER ALL PLATES  
IN CONTACT W/CONC.  
4" DRAIN PIPE (SOLID), 6" DRAIN COVER.



RIGHT SIDE ELEVATION  
COACH HOUSE  
NORTH

**LEFT SIDE ELEVATION**  
**COACH HOUSE**  
**SOUTH**



REAR ELEVATION - COACH HOUSE  
EAST

FRONT ELEVATION - COACH HOUSE  
WEST

Aug 17 2023

**Astonish Design & Detailing Ltd.**  
19732 - 71B Ave. Langley B.C.  
PH: 1 604 539 1740 FAX: 1 604 539 1741

CELL: 1 604 728 0389 E-MAIL: navtejhot@hotmail.com

TITLE: COACH HOUSE ELEVATIONS

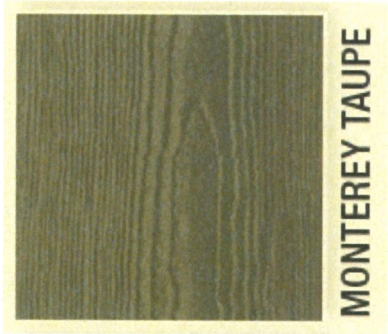
10408 - Dennis Crescent Richmond, B.C.	Transacted On	Sheet No.	1
	May 09 2023	A-007	
NAME: KAMAL	DATE: MAY 09 2023	TIME: 1:47 PM	STATUS: A

THESE PLANS CONFORM TO  
B.C.B.C. 2018 EDITION



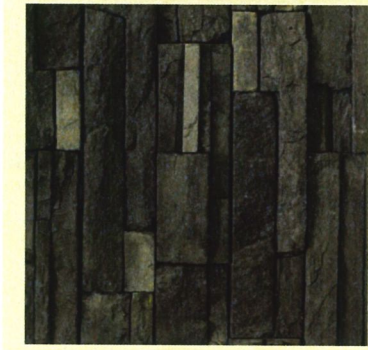
**PEARL GRAY**

GARAGE DOOR & MAIN HOUSE DOOR



**MONTEREY TAUPE**

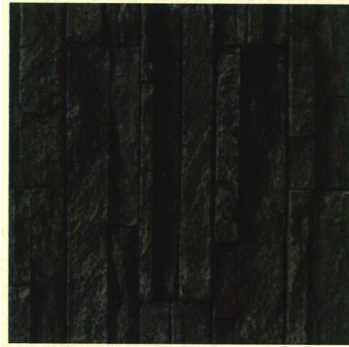
COACH HOUSE HARDIE



Home / Our Products / Stone / Manufactured Stone / Blackcomb Prostack

**Blackcomb Prostack**

MAIN HOUSE STONE



Home / Our Products / Stone / Manufactured Stone / Black Tusk Prostack

**Black Tusk Prostack**

GARAGE STONE



**W-113-2E**

MAIN HOUSE STUCCO

**W-113-2E**

GARAGE & COACH HOUSE AT BOTTOM

Aug 17 2023

Astonish Design & Detailing Ltd. 10088 Denison Street, Richmond, B.C. V6V 1K1 TEL: 1 604 539 1740 FAX: 1 604 539 1741 CELL: 1 604 728 0389 E-MAIL: <a href="mailto:naveghd@aol.com">naveghd@aol.com</a>	
TITLE	COACH HOUSE PLAN - COLOURS
REVISION	10008 - Dennis Crescent Richmond, B.C.
KAMAL	NAVTEJ

THESE PLANS CONFORM TO  
B.C.B.C. 2018 EDITION



# City of Richmond

## Report to Council

---

**To:** Richmond City Council

**Date:** September 25, 2023

**From:** John Irving  
Chair, Development Permit Panel

**File:** DP 19-881158

**Re:** **Development Permit Panel Meeting Held on October 27, 2021**

---

### Staff Recommendation

That the recommendation of the Panel to authorize the issuance of a Development Permit (DP 19-881158) for the property located at 9340 General Currie Road, be endorsed and the Permit so issued.

John Irving  
Chair, Development Permit Panel  
(604-276-4140)

### **Panel Report**

The Development Permit Panel considered the following item at its meeting held on October 27, 2021.

DP 19-881158 – 1116559 BC LTD. (DIRECTOR: GURDEEP JOHAL) – 9340 GENERAL CURRIE ROAD  
(October 27, 2021)

The Panel considered a Development Permit (DP) application to permit the construction of five townhouse dwellings at 9340 General Currie Road on a site zoned “Town Housing (ZT45) - Gilbert Road, Acheson - Bennett Sub-Area, St. Albans Sub Area, South McLennan (City Centre). A variance is included in the proposal to permit four of the ten on-site parking spaces to be small car spaces.

The applicant’s Architect, Eric Law, of Eric Law Architect, and Landscape Architect Denitsa Dimitrova, of RPMG Landscape Architects, provided a brief visual presentation highlighting:

- The proposed development consists of a front and rear townhouse building.
- A new shared driveway is proposed which would allow future connections to neighbouring properties to the east should these develop into townhouse developments in the future.
- The third storey of the front building is incorporated into the roofline to reduce its massing.
- Proposed building materials, colour scheme and architecture are consistent with those of neighbouring developments.
- The existing street tree on the frontage of the subject property will be retained and protected.
- Each unit is provided with a private yard with shade tree, lawn area and landscaped area.
- Proposed trees to be installed include a mix of deciduous and conifer trees.
- A low transparent aluminum fencing is proposed in the front yards.
- Wood fencing along the perimeter of the site is proposed to provide privacy from adjacent properties
- The common outdoor amenity area includes, among others, a children’s play area with play equipment.
- Permeable pavers are proposed throughout the subject site.
- Private yards are separated with fencing and landscaping.

Staff noted that (i) there is a Servicing Agreement associated with the project for site servicing and frontage works, (ii) the frontage works will be designed to reflect the retention of the retained tree on the City boulevard along the frontage of the subject property, (iii) the proposed parking variance was identified at rezoning and is supported by the City’s Transportation Department, (iv) the project is proposed to achieve Step 3 of the BC Energy Step Code, and (v) the project includes one convertible unit.



In reply to a query from the Panel, Staff acknowledged that the Statutory Right-of-Way (SRW) secured at rezoning over the new driveway on the subject site would allow future vehicular access to neighbouring properties to the east, including the property at the corner of General Currie Road and Ash Street, should these properties develop into townhouse developments in the future.

In reply to queries from the Panel, Mr. Law confirmed that (i) irrigation is provided to ensure the survivability of the retained street tree, (ii) the location of bathrooms was considered in the placement and size of windows on the third floor of the front elevation of the rear building, (iii) decks are proposed on the third floor of the back elevation of the rear building, (iv) the size of the two-bedroom middle unit in the rear building was determined by market demand, and (v) the width of the proposed drive aisle meets the standard City requirement.

Discussion ensued regarding options and potential revisions to the design of the gable roof on the front building to reduce its height and massing and improve its interface with the adjacent two-storey townhouse buildings to the west.

As a result of the discussion, staff was directed to work with the applicant to investigate opportunities to revise the design the gable roof on the front building, including considering a clipped gable roof design.

The Panel expressed support for the project, noting that its overall design fits well with its neighbourhood and the retention of the existing street tree is appreciated.

Subsequent to the panel meeting staff worked with the applicant to revise the roof design to incorporate a clipped gable roof in order to reduce the building massing along General Currie Road.