



City Council

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

**Tuesday, October 11, 2016
7:00 p.m.**

Pg. # ITEM

MINUTES

1. *Motion to:*

- (1) *adopt the minutes of the Regular Council meeting held on September 26, 2016* (distributed previously); *and*
- CNCL-11 (2) *adopt the minutes of the Special Council meeting held on October 3, 2016.*



AGENDA ADDITIONS & DELETIONS

PRESENTATIONS

- CNCL-13 (1) Kendrie Upton, Executive Director of the Directors Guild of Canada (BC) and Marnie Orr, Manager, Community Affairs – Creative BC to make a presentation to City Council recognizing the City's support of the film and television production industry.
- CNCL-21 (2) Grant Fengstad, Director, Information Technology, to present highlights of the Digital Strategy 2016 Update.

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
- Digital Strategy – Status Update 2016
- Richmond Canada 150 Community Celebration Grant Allocations – First Intake
- Council Referral - Analysis of Homelessness Situation and Needs in Richmond
- Permissive Exemption (2017) Bylaw No. 9575
- Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9602
- Land use applications for first reading (to be further considered at the Public Hearing on November 21, 2016):
 - 9240, 9248, 9260 Cambie Road – Rezone from Single Detached (RS1/F) to Town Housing (ZT79)- Alexandra Neighbourhood (West Cambie) (Westmark Developments (Camosun) Ltd. – applicant)

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- Westerly 110m of 8100 No. 5 Rd – Rezone from Agricultural (AG1) to Assembly (ASY) (Matthew Cheng Architect on behalf of the Arul Migu Thurkadevi Hindu Society of BC – applicant)
- 9771 Sealily Place – Rezone from Single Detached (RS1/E) to Single Detached (RS2/B) (Trivia Homes Ltd. – applicant)

5. ***Motion to adopt Items No. 6 through No. 14 by general consent.***

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Consent
Agenda
Item

6. **COMMITTEE MINUTES**

That the minutes of:

- CNCL-14 (1) *the **General Purposes Committee** meeting held on October 3, 2016;*
- CNCL-48 (2) *the **Finance Committee** meeting held on October 3, 2016;*
- CNCL-50 (3) *the **Planning Committee** meeting held on October 4, 2016;*
- be received for information.*

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Consent
Agenda
Item

7. **DIGITAL STRATEGY – STATUS UPDATE 2016**

(File Ref. No. 04-1300-01) (REDMS No. 5114078 v. 17; 4795403 v. 4; 5178834; 5178835)

CNCL-53

See Page CNCL-53 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That the staff report titled "Digital Strategy -Status Update 2016" from the Director, Information Technology, dated September 19, 2016, be received for information.

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Consent
Agenda
Item

8. **RICHMOND CANADA 150 COMMUNITY CELEBRATION GRANT ALLOCATIONS – FIRST INTAKE**

(File Ref. No. 11-700-01-01; 11-7400-20-CANA1) (REDMS No. 5133074 v. 7; 5102249 v. 2; 5184340)

CNCL-86

See Page CNCL-86 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That the Richmond Canada 150 Community Celebration Grants be awarded for the recommended amounts for a total of \$79,500, as outlined in the report titled, “Richmond Canada 150 Community Celebration Grant Allocations - First Intake”, from the Director, Arts, Culture and Heritage Services, dated September 20, 2016.

Please Note: As requested at General Purposes Committee, Attachment 3 to the report has been updated to include Steering Committee summary comments for each application.



Consent
Agenda
Item

9. **COUNCIL REFERRAL – ANALYSIS OF HOMELESSNESS SITUATION AND NEEDS IN RICHMOND**

(File Ref. No. 08-4057-01) (REDMS No. 5170966 v. 15)

CNCL-135

See Page CNCL-135 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That the following actions be implemented to address the homelessness situation and needs in Richmond:

- (1) *Allocate up to a maximum of \$30,000 from the Affordable Housing Reserve Fund to fund the Homelessness Liaison pilot contract to support coordinated homelessness outreach efforts in the community;*
- (2) *Allocate up to a maximum of \$20,000 from the Affordable Housing Reserve Fund to fund the creation of a centralized housing database to be contracted to a qualified non-profit organization to manage;*
- (3) *Continue to advocate and work with senior levels of government to identify joint opportunities to address the homelessness situation with priority to include shelter space;*
- (4) *That the Five-Year Financial Plan (2016-2020) Bylaw be amended to include an additional \$50,000 (from the Affordable Housing Reserve Fund) for the City’s contribution towards the Homelessness Liaison pilot contract and centralized housing database program; and*
- (5) *That a letter be sent with copies of the staff report to the BC Premier, the BC Minister of Housing, the Richmond MLAs, Vancouver Coastal Health and the Richmond Community Services Advisory Committee (RCSAC).*



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10. **PERMISSIVE EXEMPTION (2017) BYLAW NO. 9575**
(File Ref. No. 03-0925-02-01; 12-8060-20-009575) (REDMS No. 5032619 v. 2; 5032669)

CNCL-144

See Page CNCL-144 for full report

FINANCE COMMITTEE RECOMMENDATION

That Permissive Exemption (2017) Bylaw No. 9575 be introduced and given first, second and third readings.

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Consent
Agenda
Item

11. **CONSOLIDATED FEES BYLAW NO. 8636, AMENDMENT BYLAW NO. 9602**
(File Ref. No. 03-1240-01; 12-8060-20-009602) (REDMS No. 5123332 v. 2; 5159854 v. 2)

CNCL-186

See Page CNCL-186 for full report

FINANCE COMMITTEE RECOMMENDATION

That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9602 be introduced and given first, second and third readings.

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Consent
Agenda
Item

12. **APPLICATION BY WESTMARK DEVELOPMENTS (CAMOSUN) LTD. FOR REZONING AT 9240, 9248, 9260 CAMBIE ROAD FROM SINGLE DETACHED (RS1/F) TO TOWN HOUSING (ZT79) - ALEXANDRA NEIGHBOURHOOD (WEST CAMBIE)**
(File Ref. No. 08-4105-06-01; RZ 15-692812) (REDMS No. 4977646 v. 3)

CNCL-232

See Page CNCL-232 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9597 to create the “Town Housing (ZT79) - Alexandra Neighbourhood (West Cambie)” zone, and to rezone 9240, 9248, 9260 Cambie Road from “Single Detached (RS1/F)” to “Town Housing (ZT79) - Alexandra Neighbourhood (West Cambie)”, be introduced and given first reading.

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Consent
Agenda
Item

13. **APPLICATION BY MATTHEW CHENG ARCHITECT ON BEHALF OF THE ARUL MIGU THURKADEVI HINDU SOCIETY OF BC FOR REZONING OF THE WESTERLY 110M OF 8100 NO. 5 ROAD FROM AGRICULTURAL (AG1) TO ASSEMBLY (ASY)**

(File Ref. No. 08-4105-20-AMANDA#; RZ 14-667707) (REDMS No. 5048577 v. 2)

CNCL-263

See Page CNCL-263 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9586, for the rezoning of the westerly 110 m of 8100 No. 5 Road from “Agricultural (AG1)” to “Assembly (ASY)”, be introduced and given first reading.



Consent
Agenda
Item

14. **APPLICATION BY TRIVIA HOMES LTD. FOR REZONING AT 9771 SEALILY PLACE FROM SINGLE DETACHED (RS1/E) TO SINGLE DETACHED (RS2/B)**

(File Ref. No. 08-4105-20- AMANDA#; RZ 16-735240) (REDMS No. 5161999)

CNCL-319

See Page CNCL-319 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9621, for the rezoning of 9771 Sealily Place from “Single Detached (RS1/E)” to “Single Detached (RS2/B)”, be introduced and given first reading.



CONSIDERATION OF MATTERS REMOVED FROM THE
CONSENT AGENDA

NON-CONSENT AGENDA ITEMS

GENERAL PURPOSES COMMITTEE

Mayor Malcolm D. Brodie, Chair

15. **GEORGE MASSEY TUNNEL REPLACEMENT PROJECT –
HIGHWAY INFRASTRUCTURE FEATURES**

(File Ref. No. 01-0150-20-THIG1) (REDMS No. 5173429 v. 3)

CNCL-336

See Page CNCL-336 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed: Cllr. Loo

- (1) *Richmond City Council reconfirms its significant concerns regarding the proposed bridge project to replace the George Massey Tunnel and encourages the Province of British Columbia to work with the Cities of Richmond and Delta, Metro Vancouver, Translink and other interested parties to implement solutions to the urgent problem of congestion on Highway 99 that are more compatible with the regional transportation network, the enhancement of public transportation in the region, protection of the environment, protection of farmland, consistency with the Regional Growth Strategy, protection of our quality of life and other important factors;*
- (2) *If the Province decides to proceed with the current proposal to replace the Massey Tunnel, that the Ministry of Transportation and Infrastructure be strongly urged to significantly reduce the size and project scope of the Steveston Highway interchange and Highway 99, including:*
 - (a) *measures be incorporated into the design of the Steveston Highway Interchange ramps to mitigate the noise, lighting and visual impacts of the ramps such as the installation of a green wall/vertical garden or other decorative concrete forms on the vertical walls;*
 - (b) *principles to ensure the security of transit passengers (i.e., Crime Prevention Through Environmental Design) and mitigation measures to address the noise, visual and air quality impacts be incorporated into the design of the transit exchange located within the Steveston Highway Interchange; and*

- (c) *the design for the widening of Highway 99 near the Steveston Highway Interchange be re-examined with a view to minimizing the extent of widening while not comprising safety and its functions;*

Note: Part (3) was ratified at the Special Council meeting held on October 3, 2016 and is included for information and context only.

- (3) *That a follow-up letter be sent to the Provincial Agricultural Land Commission reiterating the City's concerns regarding the Ministry's application for Transportation, Utility and Recreational Trail Use along the Highway 99 corridor to allow for the widening of Highway 99 as part of the Project;*
- (4) *That the report titled "George Massey Tunnel Replacement Project – Highway Infrastructure Features" dated September 28, 2016 be forwarded to the British Columbia Environmental Assessment Office for consideration as part of the City's second round of comments further to the initial 30-day Working Group review period on the Provincial Environmental Assessment Application for the George Massey Tunnel Replacement Project; and*
- (5) *That a letter containing this resolution and the report entitled George Massey Tunnel Replacement Project – Highway Infrastructure Features, dated September 28, 2016 be sent to the Premier, the Minister of Transportation and Infrastructure, Richmond MPs and MLAs, the Mayor of Delta, Metro Vancouver and Translink.*



FINANCE COMMITTEE

Mayor Malcolm D. Brodie, Chair

16. **AMENDMENTS TO THE 5 YEAR CONSOLIDATED FINANCIAL PLAN (2016-2010) BYLAW 9521**

(File Ref. No. <#>) (REDMS No. <#>)

CNCL-354

See Page CNCL-354 for full report

COMMITTEE RECOMMENDATION

That the 5 Year Consolidated Financial Plan (2016-2020) Bylaw 9521, Amendment Bylaw 9616, which would incorporate and put into effect changes previously approved by Council and changes to the 2016 Capital, Utility and Operating Budgets, be introduced and given first, second and third readings.

Please Note:

Version A of the Bylaw (**CNCL-368**) is the original version of the 5YFP Bylaw considered and recommended by the Finance Committee on October 3, 2016.

Version B of the Bylaw (**CNCL-373**) incorporates the proposed additional items coming from the Special General Purposes Committee meeting scheduled for October 11, 2016.



PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

CNCL-378 Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 8907**
(7460 Ash Street, RZ 11-586861)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.



CNCL-379 Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 9241**
(6731, 6751 Eckersley Road and 6740 Cooney Road, RZ 10-516067)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.



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- CNCL-382** Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 9538**
(10726/10728 River Drive, RZ 16-723542)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

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DEVELOPMENT PERMIT PANEL

17. RECOMMENDATION

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

- CNCL-383** (1) *That the **Chair's report** for the Development Permit Panel meetings held on March 30, 2016, be received for information; and*
- (2) *That the recommendations of the Panel to authorize the issuance of:*
- (a) *a Development Permit (DP 10-516068) for the property at 8428 Park Road (formerly 6731, 6751 Eckersley Road and 6740 Cooney Road);*
- be endorsed, and the Permit so issued.*

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ADJOURNMENT

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**Special Council
Monday, October 3, 2016**

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie
Councillor Chak Au
Councillor Derek Dang
Councillor Ken Johnston
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves

Corporate Officer – David Weber

Absent: Councillor Carol Day

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

The meeting was recessed at 4:01 p.m.

The meeting reconvened at 5:28 p.m. following the Open General Purposes Committee meeting with all members of Council present except Councillor Day.

RES NO. ITEM

GENERAL PURPOSES COMMITTEE



Special Council
Monday, October 3, 2016

RES NO. ITEM

1. **GEORGE MASSEY TUNNEL REPLACEMENT PROJECT –
HIGHWAY INFRASTRUCTURE FEATURES**

(File No.: 10-6350-05-08) (REDMS No. 5173429 v. 3; 5183019)

The Mayor advised that only Part 3 of the General Purposes Committee recommendation was time-sensitive, therefore ratification of Part 3 should be considered at this time, with the remainder of the General Purposes Committee recommendation to be considered at the next Regular Council meeting scheduled for Tuesday, October 11, 2016.

SP16/6-1

It was moved and seconded

That a follow-up letter be sent to the Provincial Agricultural Land Commission reiterating the City's concerns regarding the Ministry's application for Transportation, Utility and Recreational Trail Use along the Highway 99 corridor to allow for the widening of Highway 99 as part of the Project.

CARRIED

ADJOURNMENT

SP16/6-2

It was moved and seconded

That the meeting adjourn (5:29 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the Special meeting of the Council of the City of Richmond held on Monday, October 3, 2016.

Mayor (Malcolm D. Brodie)

Corporate Officer (David Weber)

On September 24, the Motion Picture Industry Association, Creative BC, several local film unions and the Province of British Columbia hosted a reception to recognize the contribution and support of municipalities in Metro Vancouver to the film and television industry. At the event, Richmond, along with several other municipalities, was presented an Award of Recognition for *“Outstanding Contributions to the Success and Sustainability of British Columbia's Film and Television Production Industry”*.

The event was attended by a variety of film industry professionals including local studio executives, producers, location managers and government representatives.

Kendrie Upton, Executive Director of the Directors Guild of Canada (BC) and Marnie Orr, Manager, Community Affairs – Creative BC will make a brief presentation to City Council regarding the City’s support of the film and television production industry.



General Purposes Committee

Date: Monday, October 3, 2016

Place: Anderson Room
Richmond City Hall

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

Absent: Councillor Carol Day

Call to Order: The Chair called the meeting to order at 4:02 p.m.

AGENDA ADDITION

It was moved and seconded

That Harvest Power Update be added to the agenda as Item No. 5.

CARRIED

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on September 19, 2016, be adopted as circulated.

CARRIED

General Purposes Committee
Monday, October 3, 2016

FINANCE AND CORPORATE SERVICES DIVISION

1. DIGITAL STRATEGY – STATUS UPDATE 2016

(File Ref. No. 04-1300-01) (REDMS No. 5114078 v. 17; 4735403 v. 4; 5178834; 5178835)

With the aid of a PowerPoint presentation (attached to and forming part of these Minutes as **Schedule 1**), Grant Fengstad, Director, Information Technology, provided an overview summary of the details highlighted in the staff report.

Discussion ensued with regard to (i) implementing personalized accounts for each family or household in Richmond (ii) digitizing past Council meeting records and minutes and (iii) potentially updating email services for Council.

It was moved and seconded

That the staff report titled "Digital Strategy -Status Update 2016" from the Director, Information Technology, dated September 19, 2016, be received for information.

CARRIED

Staff were directed to present the PowerPoint presentation at the next Council meeting to be held on Tuesday, October 11, 2016.

COMMUNITY SERVICES DIVISION

2. RICHMOND CANADA 150 COMMUNITY CELEBRATION GRANT ALLOCATIONS – FIRST INTAKE

(File Ref. No. 11-7000-01; 11-7400-20-CANA1) (REDMS No. 5133074 v. 7; 5102249 v. 2; 5090979 v. 6)

In response to questions from Committee, Jane Fernyhough, Director, Arts, Culture and Heritage Services stated that (i) the applicants recommended to receive grant amounts would be notified after Council approval (ii) applications were recommended based on how the proposal met the criteria and (iii) staff are working with applicants for submissions to the second intake round.

As a result of the discussion, direction was given to staff to amend Attachment 3 of the staff report to include Steering Committee summary comments on the individual grant submission summary sheets to bring forward to the next Council meeting.

General Purposes Committee

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It was moved and seconded

That the Richmond Canada 150 Community Celebration Grants be awarded for the recommended amounts for a total of \$79,500, as outlined in the report titled, "Richmond Canada 150 Community Celebration Grant Allocations - First Intake", from the Director, Arts, Culture and Heritage Services, dated September 20, 2016.

CARRIED

3. **COUNCIL REFERRAL – ANALYSIS OF HOMELESSNESS SITUATION AND NEEDS IN RICHMOND**

(File Ref. No. 08-4057-01) (REDMS No. 5170966 v. 15)

Joyce Rautenberg, Affordable Housing Coordinator and Cathryn Volkering Carlile, General Manager, Community Services provided a brief overview of the staff report.

Discussion ensued in regard to (i) involvement of senior levels of government as well as local and provincial organizations (ii) the urgent need for shelter facilities in Richmond (iii) the difference in the centralized housing database proposed in the staff report compared to the BC Housing registry and (iv) the role of the Homelessness Liaison.

De Whalen, 1361 Blundell Road, referenced speaking notes, (attached to and forming part of these minutes as **Schedule 2**) and offered comments regarding the response to the Council referral on homelessness in Richmond.

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

It was moved and seconded

That the following actions be implemented to address the homelessness situation and needs in Richmond:

- (1) *Allocate up to a maximum of \$30,000 from the Affordable Housing Reserve Fund to fund the Homelessness Liaison pilot contract to support coordinated homelessness outreach efforts in the community;*
- (2) *Allocate up to a maximum of \$20,000 from the Affordable Housing Reserve Fund to fund the creation of a centralized housing database to be contracted to a qualified non-profit organization to manage;*
- (3) *Continue to advocate and work with senior levels of government to identify joint opportunities to address the homelessness situation;*
- (4) *That the Five-Year Financial Plan (2016-2020) Bylaw be amended to include an additional \$50,000 (from the Affordable Housing Reserve Fund) for the City's contribution towards the Homelessness Liaison pilot contract and centralized housing database program; and*

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- (5) *That a letter be sent with copies of the staff report to the BC Premier, the BC Minister of Housing, the Richmond MLAs, Vancouver Coastal Health and the Richmond Community Services Advisory Committee (RCSAC).*

The question on the motion was not called as the following **amendment** was introduced:

It was moved and seconded

That part 3 be amended to add the following words: "with priority to include shelter space."

CARRIED

The question on the **main motion**, which now reads as follows:

That the following actions be implemented to address the homelessness situation and needs in Richmond:

- (1) *Allocate up to a maximum of \$30,000 from the Affordable Housing Reserve Fund to fund the Homelessness Liaison pilot contract to support coordinated homelessness outreach efforts in the community;*
- (2) *Allocate up to a maximum of \$20,000 from the Affordable Housing Reserve Fund to fund the creation of a centralized housing database to be contracted to a qualified non-profit organization to manage;*
- (3) *Continue to advocate and work with senior levels of government to identify joint opportunities to address the homelessness situation with priority to include shelter space;*
- (4) *That the Five-Year Financial Plan (2016-2020) Bylaw be amended to include an additional \$50,000 (from the Affordable Housing Reserve Fund) for the City's contribution towards the Homelessness Liaison pilot contract and centralized housing database program; and*
- (5) *That a letter be sent with copies of the staff report to the BC Premier, the BC Minister of Housing, the Richmond MLAs, Vancouver Coastal Health and the Richmond Community Services Advisory Committee (RCSAC).*

was then called and it was **CARRIED**.

ENGINEERING AND PUBLIC WORKS DIVISION

4. **GEORGE MASSEY TUNNEL REPLACEMENT PROJECT –
HIGHWAY INFRASTRUCTURE FEATURES**

(File Ref. No. 01-0150-20-THIG1) (REDMS No. 5173429 v. 3)

Victor Wei, Director, Transportation, presented Committee with further detailed photographs of the George Massey Tunnel Replacement Project highway infrastructure features (attached to and forming part of these Minutes as **Schedule 3**) and provided further highlights of the Project's design.

Discussion ensued in regard to (i) the design of the proposed Steveston Highway interchange (ii) the addition of the Rice Mill Road on and off ramps (iii) the proposed bus exchange area (iv) concerns regarding further impact to agricultural land in the surrounding area (v) impacts to local roads and neighbouring areas and (vi) traffic surveys and Highway 99 traffic destinations.

A revised version of the staff recommendation was introduced by the Chair.
It was moved and seconded

- (1) *Richmond City Council reconfirms its significant concerns regarding the proposed bridge project to replace the George Massey Tunnel and encourages the Province of British Columbia to work with the Cities of Richmond and Delta, Metro Vancouver, Translink and other interested parties to implement solutions to the urgent problem of congestion on Highway 99 that are more compatible with the regional transportation network, the enhancement of public transportation in the region, protection of the environment, protection of farmland, consistency with the Regional Growth Strategy, protection of our quality of life and other important factors;*
- (2) *If the Province decides to proceed with the current proposal to replace the Massey Tunnel, that the Ministry of Transportation and Infrastructure be strongly urged to significantly reduce the size and project scope of the Steveston Highway interchange and Highway 99, including:*
 - (a) *measures be incorporated into the design of the Steveston Highway Interchange ramps to mitigate the noise, lighting and visual impacts of the ramps such as the installation of a green wall/vertical garden or other decorative concrete forms on the vertical walls;*

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- (b) *principles to ensure the security of transit passengers (i.e., Crime Prevention Through Environmental Design) and mitigation measures to address the noise, visual and air quality impacts be incorporated into the design of the transit exchange located within the Steveston Highway Interchange; and*
 - (c) *the design for the widening of Highway 99 near the Steveston Highway Interchange be re-examined with a view to minimizing the extent of widening while not comprising safety and its functions;*
- (3) *That a follow-up letter be sent to the Provincial Agricultural Land Commission reiterating the City's concerns regarding the Ministry's application for Transportation, Utility and Recreational Trail Use along the Highway 99 corridor to allow for the widening of Highway 99 as part of the Project;*
- (4) *That the report titled "George Massey Tunnel Replacement Project – Highway Infrastructure Features" dated September 28, 2016 be forwarded to the British Columbia Environmental Assessment Office for consideration as part of the City's second round of comments further to the initial 30-day Working Group review period on the Provincial Environmental Assessment Application for the George Massey Tunnel Replacement Project; and*
- (5) *That a letter containing this resolution and the report entitled George Massey Tunnel Replacement Project – Highway Infrastructure Features, dated September 28, 2016 be sent to the Premier, the Minister of Transportation and Infrastructure, Richmond MPs and MLAs, the Mayor of Delta, Metro Vancouver and Translink.*

CARRIED

Opposed: Councillor Loo

5. **HARVEST POWER UPDATE**

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

Robert Gonzalez, Deputy CAO and General Manager, Engineering and Public Works and Peter Russell, Senior Manager, Sustainability and District Energy, provided an update on the issuance of a three-year air quality permit to Harvest Power from Metro Vancouver, stating that:

- the newly issued air quality permit limits the size of piles allowed at the Harvest Power facility to a maximum of 6 metres (m) through to May 2017 after which it will reduce to a maximum allowable height of 3 m;

6.

General Purposes Committee

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- new requirements to address odour will take effect in 2017 with a gradual approach to emission requirements with detection maximums set at 10 minutes in any hour at 5 kilometres (km) for four days in 2017;
- there is an increase in the permitted maximum emission requirements compared to the previous permit however, a phased implementation reduces this maximum over the span of the permit;
- measuring the overall odour emissions from the site will still be complaint driven;
- the City contributes approximately 8% of the volume to the Harvest Power facility; and
- if there are sufficient complaints, and Harvest Power is unable to meet the requirements of the permit, they must cease accepting organic material.

In response to queries from Committee, Mr. Russell stated that information about the appeal process for the permit could be provided to the public as well as Metro Vancouver's summary of the permit.

It was moved and seconded

That the verbal update regarding the issuance of a three year air quality permit to Harvest Power be received for information.

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:27 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, October 3, 2016.

Mayor Malcolm D. Brodie
Chair

Amanda Welby
Acting Legislative Services Coordinator

A photograph of a person's hands holding a smartphone, with a blurred background showing a desk and a coffee cup. The image is partially covered by a dark blue diagonal overlay.

Digital Strategy Status Update

INFORMATION TECHNOLOGY



Schedule 1 to the Minutes of the
Special meeting of Richmond
City Council held on Monday,
October 3, 2016.



Vision and Goal

The vision of the Digital Strategy at the City of Richmond

To optimize and integrate business processes which leverage technology innovation to deliver exceptional services.

A customer-centric approach

Puts our customers (the citizens, business operators, visitors and partners of the City of Richmond) at the centre of everything we do by developing and improving our technology to provide them with a better customer experience.

Supports Council's 2014-2018 Term Goal #9 A Well-Informed Citizenry

Continue to develop and provide programs and services that ensure the Richmond community is well-informed and engaged on City business and decision making.

Executive Summary

The Richmond Digital Strategy identifies the opportunities and delivers enhancement to the customer experience over digital channels.

The strategy has initiated multiple projects focusing on five key strategic directions.



1

Extending the
Reach of City
Online Services



2

Expanding the
City Connected
Architecture



3

Extending
Mobility for Staff



4

Integrating and
Connecting City
Infrastructure



5

Promoting Open
and Transparent
Government

1 Extend Online Services

Customer Profile

The customer profile combines multiple accounts previously used to access the City's services such as recreation services, taxes, utilities, into a single profile with a single sign-on.

- Enhanced customer self-service:
 - Change of address.
 - Change of contact info.
 - Password reset.

The foundation for creating our 'single view' of the customer. This feature will be developed in 2017 for an early 2018 release.



1 Extend Online Services

RichmondBC mobile app 2.0

The new version will offer personalized content:

- A virtual recreation card that allows for checking in with your smartphone.
- View activities for the entire family.
- Home waste collection schedule.



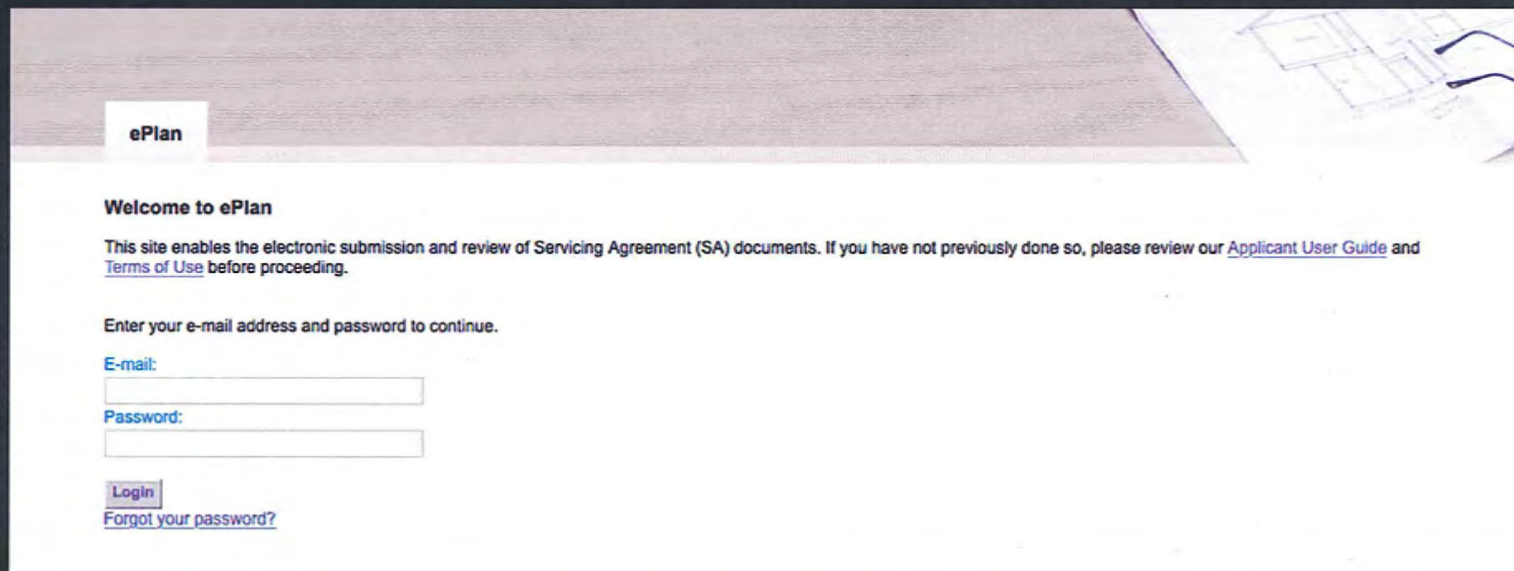
1 Extend Online Services

ePlans

The Digital Strategy brings improved convenience to many of our customers

In June, we launched a new system that enables our customers requesting development permits to submit their plans online in an electronic manner.

This eliminates paper submissions and enables staff to simultaneously work on plan submissions

A screenshot of the ePlan login page. At the top, there is a header with the text "ePlan" on the left and a background image of architectural plans on the right. Below the header, the text "Welcome to ePlan" is displayed. A paragraph follows, stating: "This site enables the electronic submission and review of Servicing Agreement (SA) documents. If you have not previously done so, please review our [Applicant User Guide](#) and [Terms of Use](#) before proceeding." Below this, a prompt says "Enter your e-mail address and password to continue." There are two input fields: the first is labeled "E-mail:" and the second is labeled "Password:". Below the password field is a "Login" button and a link that says "Forgot your password?".

ePlan

Welcome to ePlan

This site enables the electronic submission and review of Servicing Agreement (SA) documents. If you have not previously done so, please review our [Applicant User Guide](#) and [Terms of Use](#) before proceeding.

Enter your e-mail address and password to continue.

E-mail:

Password:

Login

[Forgot your password?](#)

1 Extend Online Services

Online Credit Card Payment of Taxes and Utilities

The City is one of the first municipalities to accept credit card payments directly from the website.

Richmond taxpayers can save a trip to City Hall and pay tax and utility bills online through the website any time.



1 Extend Online Services

Online Museum Collection



Collections

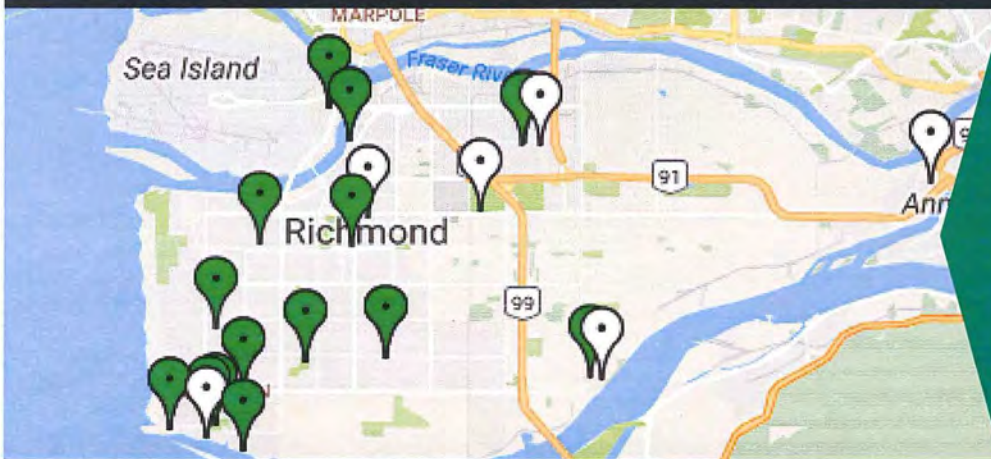
Museum

- Visitors can access over 2000 artefacts related to City's migration history and population.
- The collection can be browsed by category.
- Search capability to pinpoint items of interest.
- Browse by trending and popular items.



2 Expand City Connected Architecture

The majority of our facilities and buildings are connected to our own fibre network

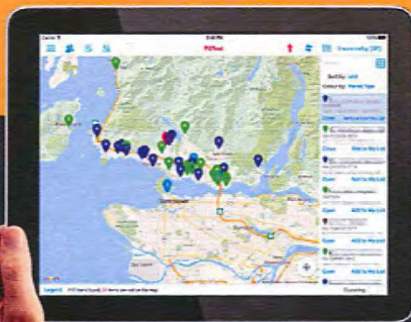


| | |
|----------------------------------|----|
| Sites with fibre | 32 |
| Sites with public wi-fi | 19 |
| Upcoming sites with public wi-fi | 14 |

This provides high speed, broadband services to the facility and enables new capabilities such as video conferencing for Firehalls. The wi-fi project provides fast and stable wireless network to visitors at our facilities

3 Extending Mobility for Staff

A new contract with TELUS to extend mobility for employees at a lower operating cost than the previous contract



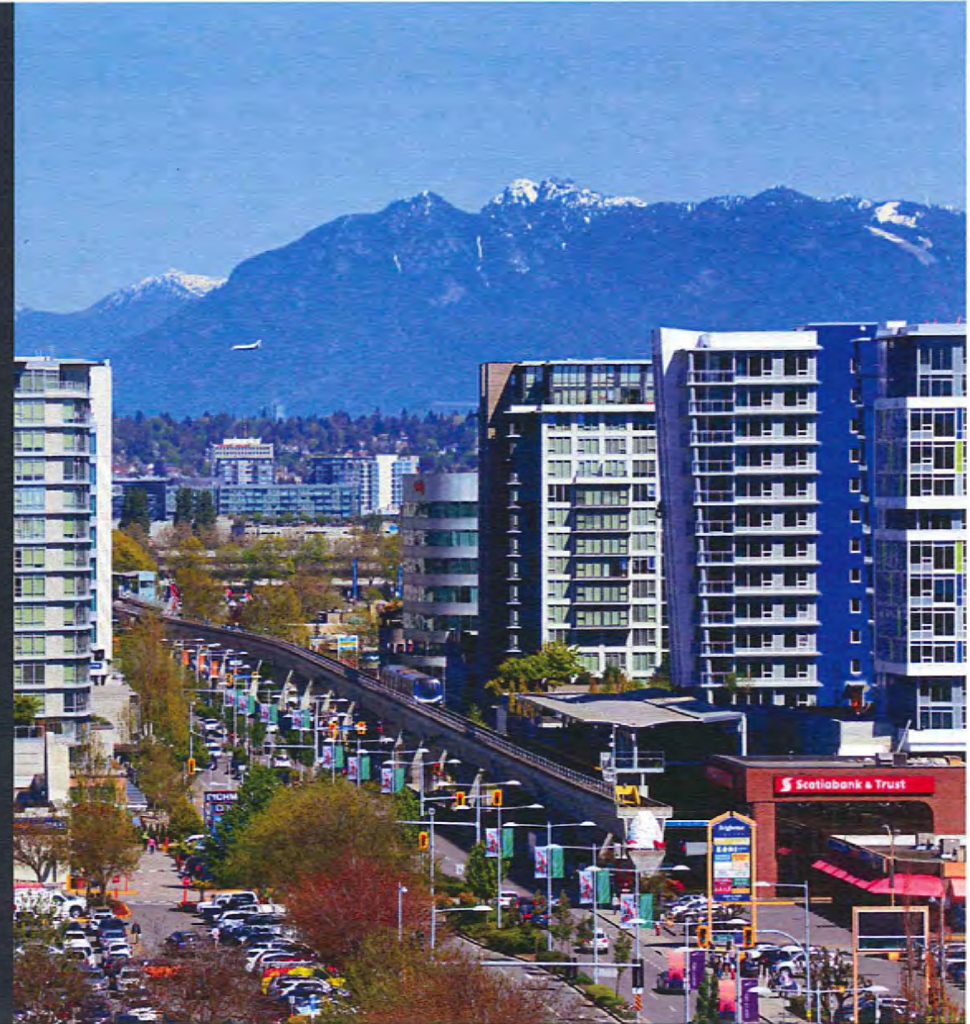
A new iPad application is being developed to allow inspections in the field to be conducted efficiently and effectively



4 Integrating City Infrastructure

We are implementing a Digital Nervous Ecosystem to interconnect City systems which allows data sharing and features reuse.

This ecosystem is connecting our Finance, Public Works, Property Records, and mobile app, with more systems planned for connectivity in the coming year.



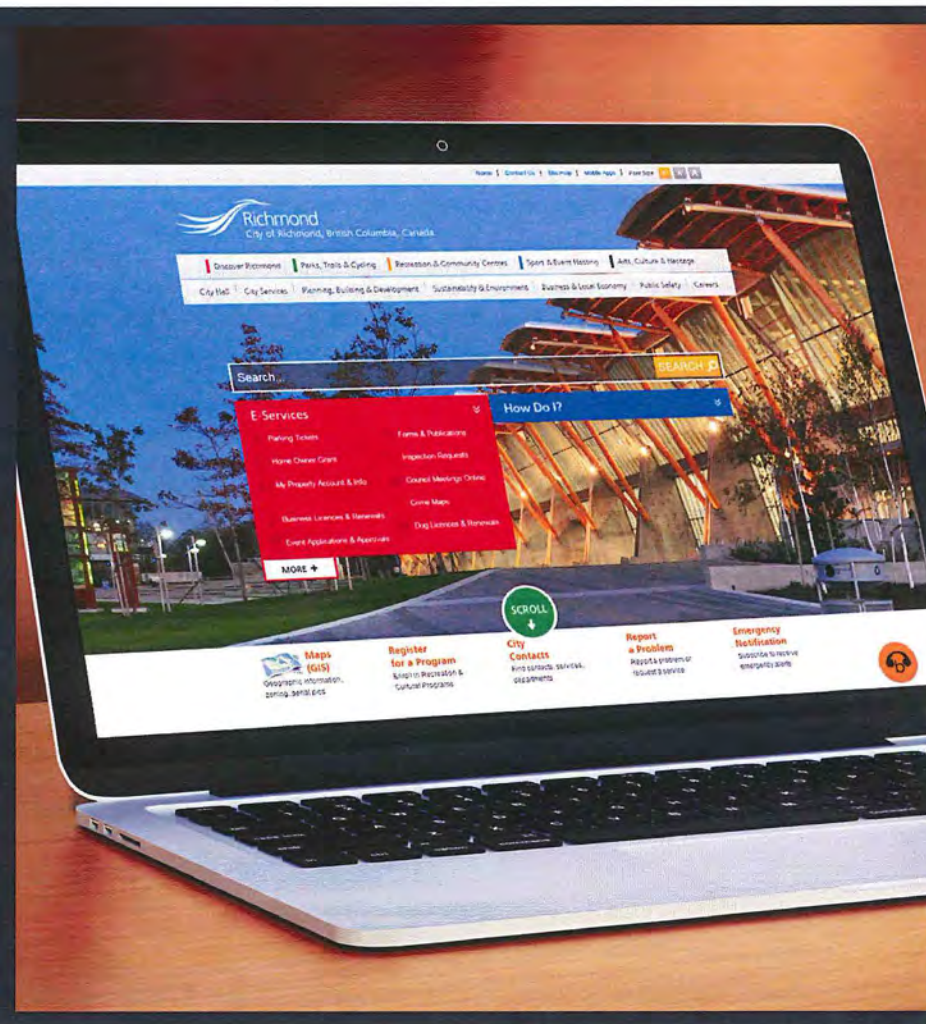
5 Open and Transparent Government

The City of Richmond website was redesigned to improve visual attraction and usability. Online services and frequently used functions are accessible directly from the top page.

The site is designed to be accessible to the visually impaired. The search bar, powered by a new improved internal search engine allows users to search the entire site for information.

Over 2 million visits since 2015.

The next major change will provide a 'personalized' portal view for customers in 2017.



5 Open and Transparent Government

Let's Talk Richmond, our online engagement site, is accessible 24-7.

It drew over 170,000 visits since its inception.



Welcome to
LetsTalkRichmond.ca



The City continues to expand its use of social media: Facebook, Twitter, Instagram, and YouTube to provide public information and engage with the community.



5 Open and Transparent Government



Council meetings are streamed live and archived for later access.

Open and transparent government has become more important than ever. Transparency around public meetings is especially important as residents learn about policy decisions that affect their lives and see how their tax dollars are being spent.

Conclusion

The Richmond Digital Strategy implementation is well underway with projects aligning to the five focus areas as outlined and approved in the Council meeting of October 13, 2015.

We are on track to deliver key capabilities by the end of 2018 to propel the City of Richmond to the forefront of innovation for municipal government across North America.

Thank
You



CityClerk

From: CityClerk
Subject: FW: City Council General Purposes Committee October 3, 2016

From: De Whalen [mailto:de_whalen@hotmail.com]
Sent: Monday, 3 October 2016 17:40
To: CityClerk
Subject: Re: City Council General Purposes Committee October 3, 2016

City Council General Purposes Committee October 3, 2016

Staff Report entitled "Analysis of homeless situation and needs in Richmond."

My name is Deirdre Whalen and I live at 13631 Blundell Road in Richmond. I am speaking on behalf of the Richmond Poverty Response Committee (PRC) in response to the Staff Report entitled "Analysis of homeless situation and needs in Richmond." The PRC is pleased with the report, and want to thank City staff for responding so quickly to the concerns of the PRC and Chimo when we presented to Council on September 12th about our homeless and at-risk residents.

I understand the staff recommendations are: \$30,000 for a homeless liaison pilot contract and \$20,000 for the creation of centralized housing database. It is heartening to see the City putting substantial funds towards dealing with residents facing homelessness. The PRC supports the broad strokes of the staff report.

The report and its recommendations is a good start to a process we hope will continue and grow. However we note one major omission. There is no mention of creating, retrofitting or preserving affordable housing. That is the reason we requested a formal agreement with a housing provider. In any case, it is an excellent start! I would like to make some comments and ask questions about the particulars.

1. \$30,000 for a homeless liaison pilot contract: The request for proposals (RFP) for this contract should be open and transparent and application timelines should be sufficient for local non-profit societies to fully consider and respond to the RFP. I note that \$30,000, while it seems like a lot, is only a 15 hour/week job at \$20/hour, but part-time is better than none.

2. \$20,000 for the creation of centralized housing database: Just a point of information here. The Richmond Homelessness Coalition (RHC) has an ongoing project to develop a market-rental database. The RHC knows that BC Housing has a database for subsidized rental housing that covers BC Housing projects, Metro Vancouver Housing, all co-ops and all seniors' homes. But this project fills in the gap of information concerning market-rentals in Richmond. Atira Women's Housing Society has conduct of this RHC project and I believe they received some funding from the Richmond Community Foundation to complete a database. The PRC would suggest that City staff liaison to the RHC find out more about the project and the deliverables of the funding stream to ensure there is no duplication of efforts.

3. Advocate and work with senior levels of government: I would caution the committee in accepting an amendment to "include women's and men's shelters as a priority." Governments frequently change their priorities around housing and homelessness and I wouldn't want Richmond to lose out on funding opportunities. The PRC would suggest the pilot project develop terms to deal with immediate housing needs and

homelessness as well as building a base for short term and future needs, considering the fickle realities of provincial and federal government funding priorities.

I would like to close by making some suggestions in regards to the Affordable Housing Strategy Update. On Page GP-98 of the General Purposes report, it refers to "policies and strategies with respect to the City's role." As I said on another time before Council, perfectly good houses used as rentals are being torn down. Many of these homes housed two and sometimes three families. We know this because these are the at-risk families coming to local service agencies saying they have been evicted. I know the City has a policy on replacing rental units on a 1:1 basis. Does this apply to a single-family house that houses more than one family? If not, perhaps it is time to think about revising the replacement policy. Lastly, the PRC hopes the City will consider employing a number of policy tools that other cities are using, one of which is reducing or eliminating Development Cost Charges (DCC's) for purpose-built rental developments.

Thank you.

De Whalen
604.230.3158

"Small acts, when multiplied by millions of people, can quietly become a power no government can suppress, a power that can transform the world." Howard Zinn, 2010

De Whalen
604.230.3158

"Small acts, when multiplied by millions of people, can quietly become a power no government can suppress, a power that can transform the world." Howard Zinn, 2010

From: De Whalen <de_whalen@hotmail.com>
Sent: October 3, 2016 3:55 PM
To: David Weber
Subject: City Council General Purposes Committee October 3, 2016

City Council General Purposes Committee October 3, 2016

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I understand the staff recommendations are: \$30,000 for a homeless liaison pilot contract, \$20,000 for the creation of centralized housing data base and a five year plan for \$50,000 towards a homeless liaison pilot

contract. It is heartening to see the City putting substantial funds towards dealing with residents facing homelessness. The PRC supports the broad strokes of the staff report, especially the front-end loading of the funding.

The report and its recommendations is a good start to a process we hope will continue and grow. However we note one major omission. There is no mention of creating, retrofitting or preserving affordable housing. That is the reason we requested a formal agreement with a housing provider. In any case, it is an excellent start! I would like to make some comments and ask questions about the particulars.

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3. A five-year plan for \$50,000 towards a homeless liaison pilot contract: I am assuming that \$10,000/year is provided to act as leverage funding to attract other levels of government funding. The PRC would suggest the pilot project develop terms to deal with immediate housing needs as well as building a base for short term and future needs, considering the fickle realities of provincial and federal government funding priorities.

I would like to close by making some suggestions in regards to the Affordable Housing Strategy Update. On Page GP-98 of the General Purposes report, it refers to "policies and strategies with respect to the City's role." As I said on another time before Council, perfectly good houses used as rentals are being torn down. Many of these homes housed two and sometimes three families. We know this because these are the at-risk families coming to local service agencies saying they have been evicted. I know the City has a policy on replacing rental units on a 1:1 basis. Does this apply to a single-family house that houses more than one family? If not, perhaps it is time to think about revising the replacement policy. Lastly, the PRC hopes the City will consider employing a number of policy tools that other cities are using, one of which is reducing or eliminating Development Cost Charges (DCC's) for purpose-built rental developments.

Thank you.

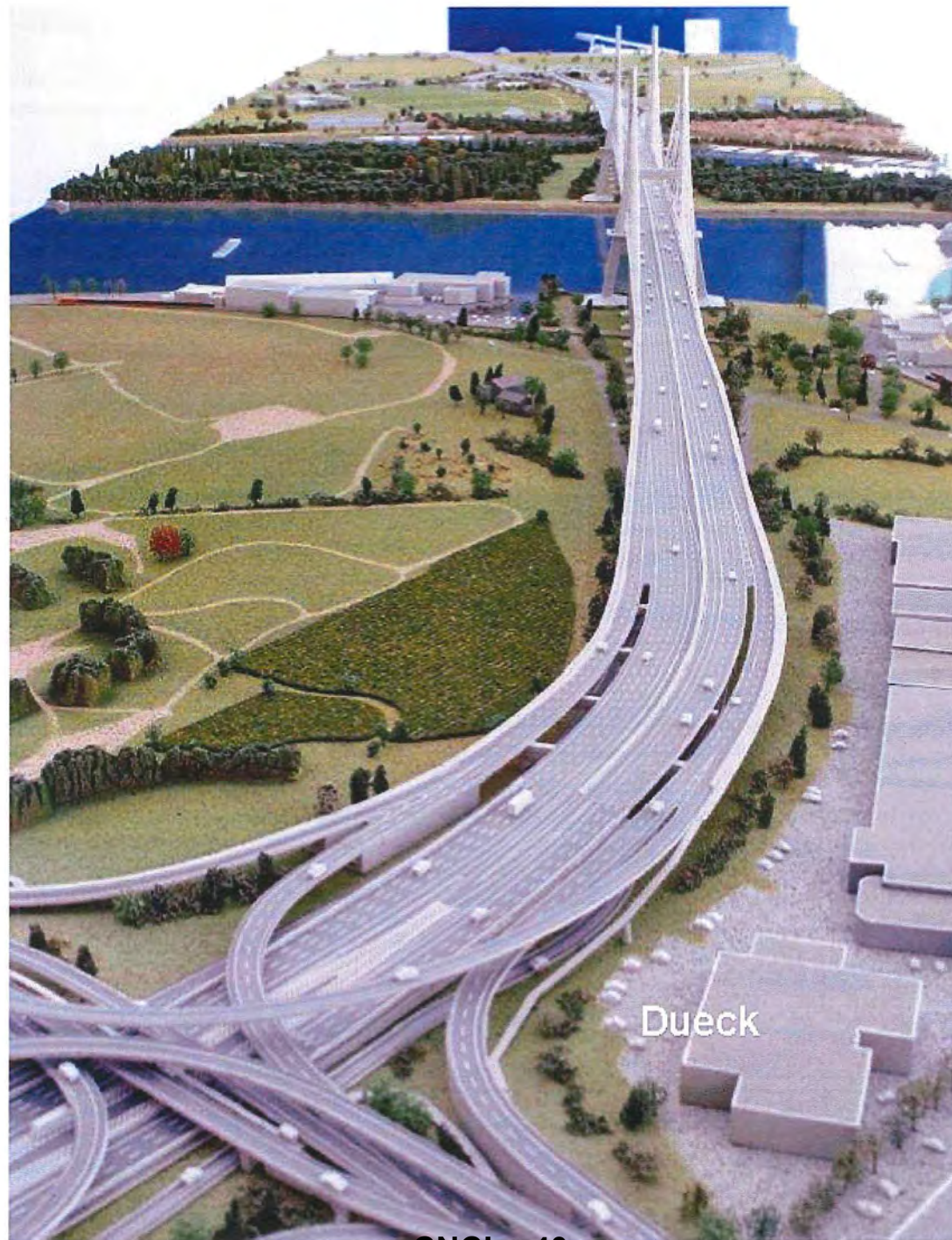
De Whalen
604.230.3158

"Small acts, when multiplied by millions of people, can quietly become a power no government can suppress, a power that can transform the world." Howard Zinn, 2010

Project Model of New Bridge



Looking south from Richmond



CNCL - 40



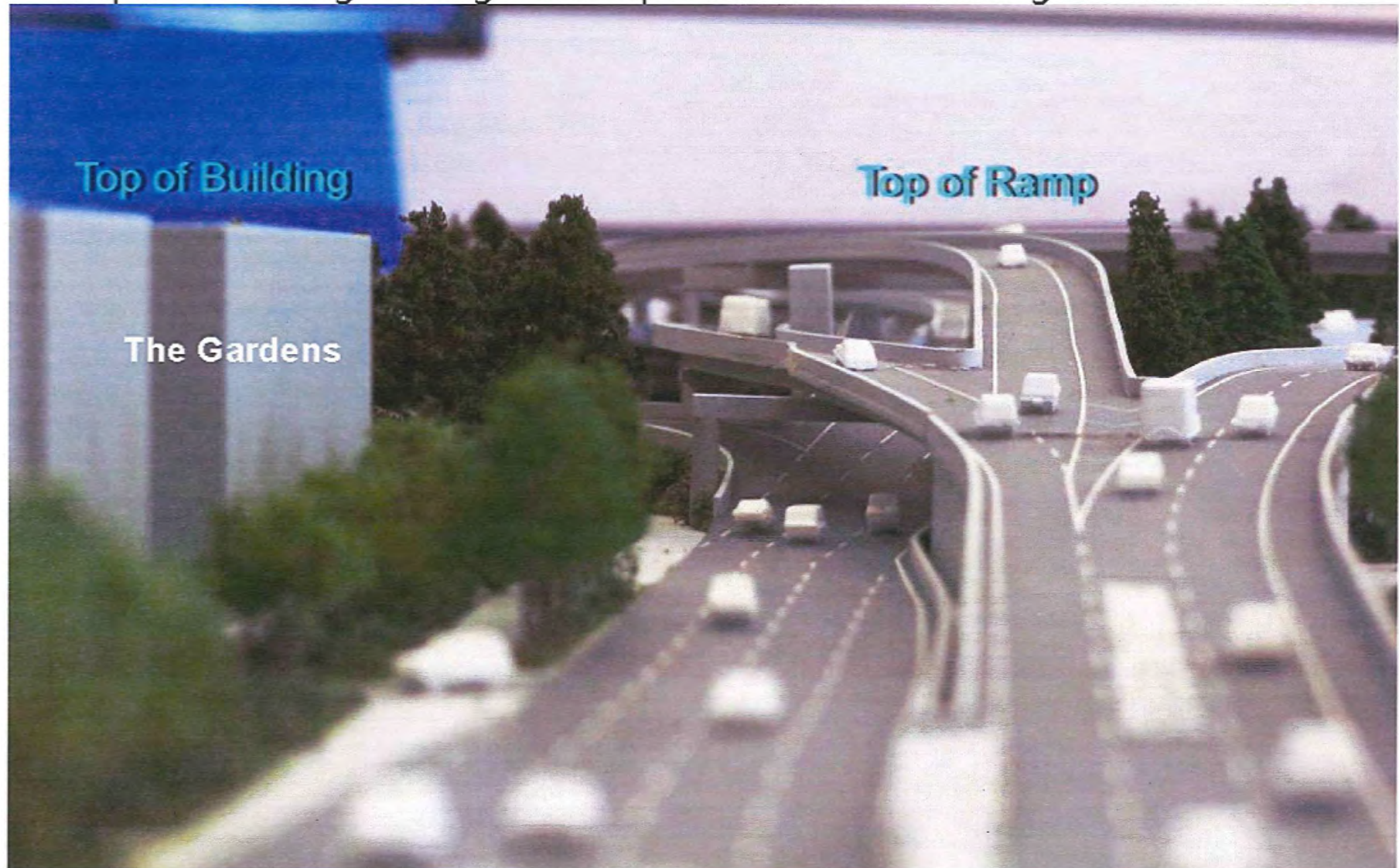
Looking from northwest (Gardens site) to southeast (Country Farms site)



Facing south toward Steveston Highway Interchange

Model of Steveston Highway Interchange: Ramp Elevations

Comparison of Height of Highest Ramp and Residential Buildings on Gardens Site

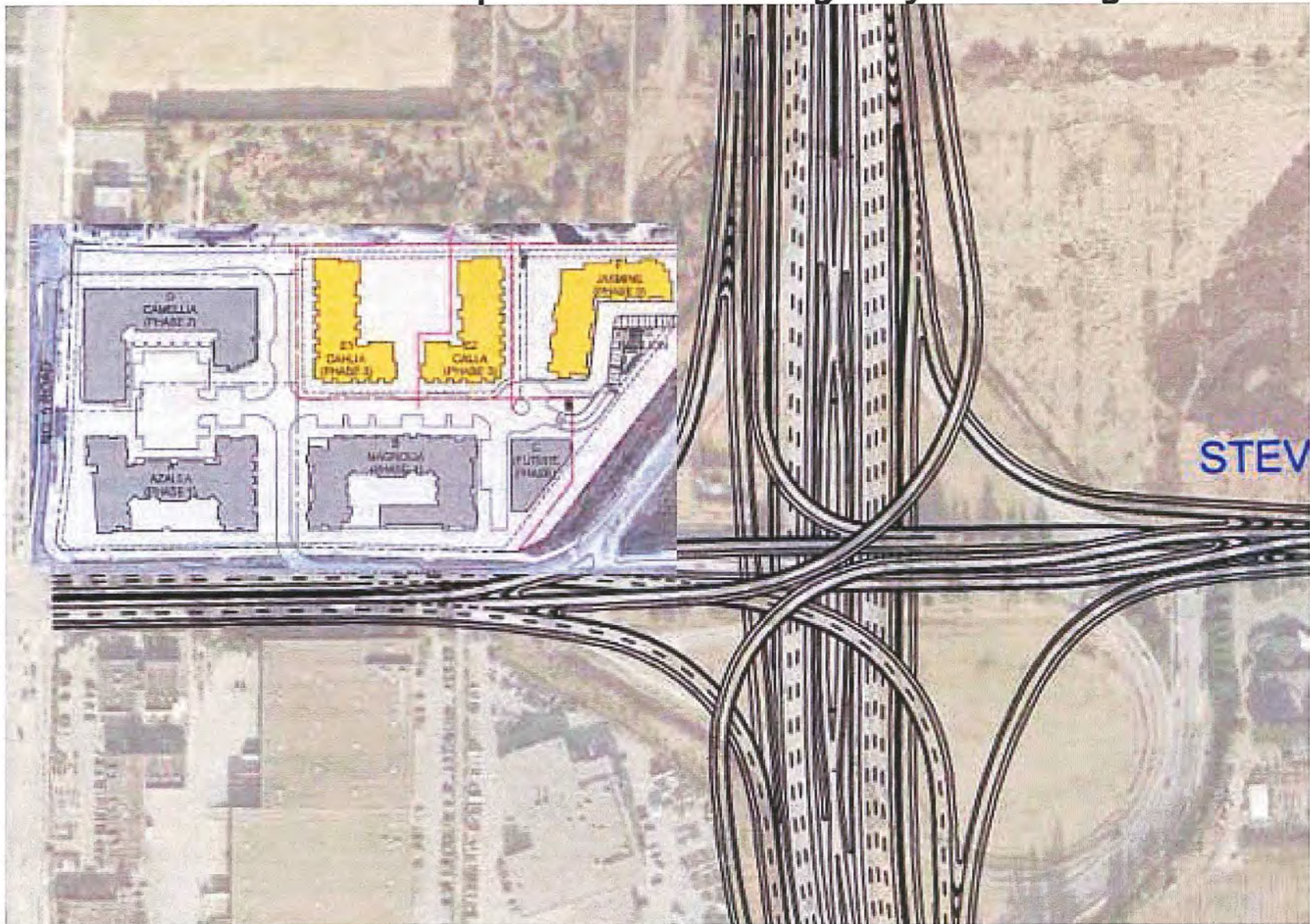


Looking east on Steveston Highway toward Steveston Highway Interchange

Elevated Steveston Highway Westbound against Eastbound Lanes (West of Interchange)



Gardens Site with Proposed Steveston Highway Interchange



Proposed Bus Passenger Transfer Point at Interchange

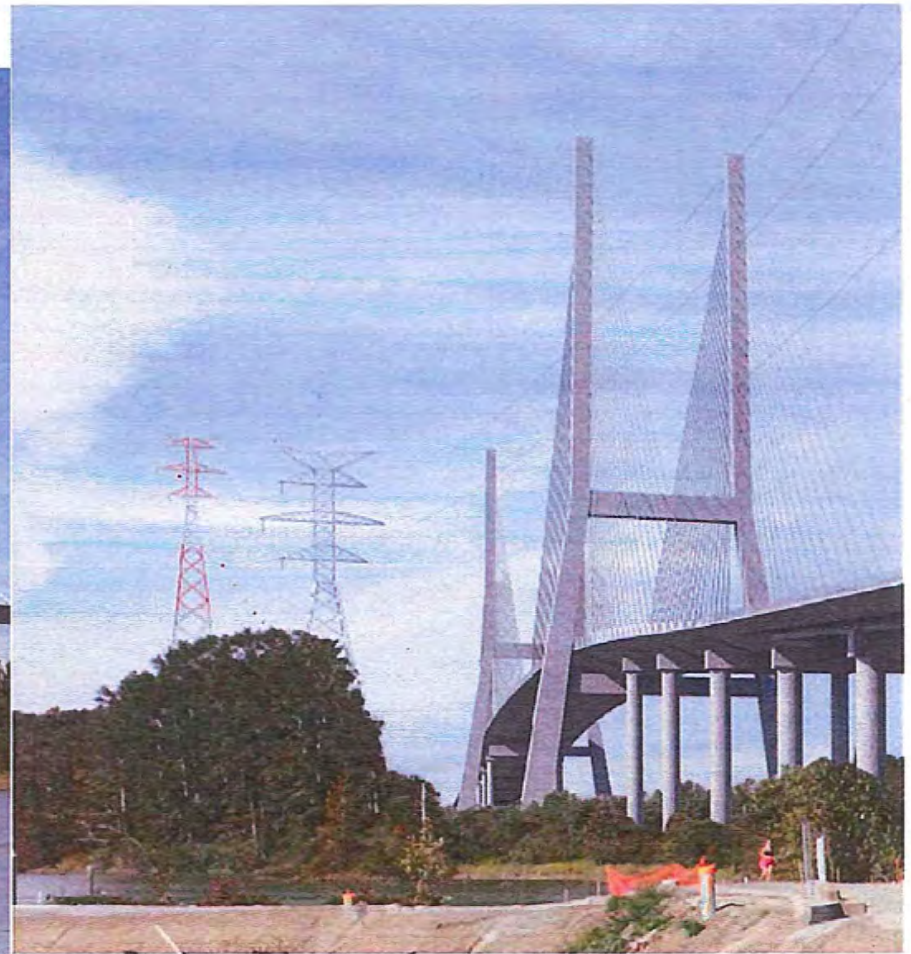


Looking south toward Steveston Highway Interchange

BC Hydro Proposed Transmission Line Towers



Rendering of the Overhead Transmission Line Alternative from Captain's Cove Marina, Delta (looking East-Northeast)



Rendering of the Overhead Transmission Line Alternative from Millennium Trail near Captain's Cove Marina, Delta (looking northeast)

Source: BC Hydro



Finance Committee

Date: Monday, October 3, 2016

Place: Anderson Room
Richmond City Hall

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

Absent: Councillor Carol Day

Call to Order: The Chair called the meeting to order at 5:29 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the Finance Committee held on September 6, 2016, be adopted as circulated.

CARRIED

FINANCE AND CORPORATE SERVICES DIVISION

1. **PERMISSIVE EXEMPTION (2017) BYLAW NO. 9575**
(File Ref. No. 03-0925-02-01; 12-8060-20-009575) (REDMS No. 5032619 v. 2; 5032669)

It was moved and seconded

That Permissive Exemption (2017) Bylaw No. 9575 be introduced and given first, second and third readings.

CARRIED

Finance Committee
Monday, October 3, 2016

2. CONSOLIDATED FEES BYLAW NO. 8636, AMENDMENT BYLAW NO. 9602

(File Ref. No. 03-1240-01; 12-8060-20-009602) (REDMS No. 5123332 v. 2; 5159854 v. 2)

It was moved and seconded

That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9602 be introduced and given first, second and third readings.

CARRIED

3. AMENDMENTS TO THE 5 YEAR CONSOLIDATED FINANCIAL PLAN (2016-2020) BYLAW 9521

(File Ref. No. 03-0970-01; 12-8060-20-009616) (REDMS No. 5163436 v. 7; 5162264 v. 5)

It was moved and seconded

That the 5 Year Consolidated Financial Plan (2016-2020) Bylaw 9521, Amendment Bylaw 9616, which would incorporate and put into effect changes previously approved by Council and changes to the 2016 Capital, Utility and Operating Budgets, be introduced and given first, second and third readings.

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:30 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 Monday, October 3, 2016.

Mayor Malcolm D. Brodie
Chair

Amanda Welby
Acting Legislative Services Coordinator



Planning Committee

Date: Tuesday, October 4, 2016

Place: Anderson Room
Richmond City Hall

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

Absent: Councillor Carol Day

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Planning Committee held on September 20, 2016, be adopted as circulated.

CARRIED

AGENDA ADDITION

It was moved and seconded

That Lions Manor be added to the agenda as Item No. 3A.

CARRIED

PLANNING AND DEVELOPMENT DIVISION

1. **APPLICATION BY WESTMARK DEVELOPMENTS (CAMOSUN) LTD. FOR REZONING AT 9240, 9248, 9260 CAMBIE ROAD FROM SINGLE DETACHED (RS1/F) TO TOWN HOUSING (ZT79) - ALEXANDRA NEIGHBOURHOOD (WEST CAMBIE)**

(File Ref. No. 08-4105-06-01; RZ 15-692812) (REDMS No. 4977646 v. 3)

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9597 to create the "Town Housing (ZT79) - Alexandra Neighbourhood (West Cambie)" zone, and to rezone 9240, 9248, 9260 Cambie Road from "Single Detached (RS1/F)" to "Town Housing (ZT79) - Alexandra Neighbourhood (West Cambie)", be introduced and given first reading.

CARRIED

2. **APPLICATION BY MATTHEW CHENG ARCHITECT ON BEHALF OF THE ARUL MIGU THURKADEVI HINDU SOCIETY OF BC FOR REZONING OF THE WESTERLY 110M OF 8100 NO. 5 ROAD FROM AGRICULTURAL (AG1) TO ASSEMBLY (ASY)**

(File Ref. No. 08-4105-20-AMANDA#; RZ 14-667707) (REDMS No. 5048577 v. 2)

Wayne Craig, Director, Development, informed the Committee that the applicant is now in the second stage of a three stage process. The first stage involved a non-farm use application for the front 110 metres on the property. Prior to development, the applicant would still require an Environmentally Sensitive Development permit.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9586, for the rezoning of the westerly 110 m of 8100 No. 5 Road from "Agricultural (AG1)" to "Assembly (ASY)", be introduced and given first reading.

CARRIED

3. **APPLICATION BY TRIVIA HOMES LTD. FOR REZONING AT 9771 SEALILY PLACE FROM SINGLE DETACHED (RS1/E) TO SINGLE DETACHED (RS2/B)**

(File Ref. No. 08-4105-20-AMANDA#; RZ 16-735240) (REDMS No. 5161999)

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9621, for the rezoning of 9771 Sealily Place from "Single Detached (RS1/E)" to "Single Detached (RS2/B)", be introduced and given first reading.

CARRIED

Planning Committee
Tuesday, October 4, 2016

3A. LIONS MANOR

The Committee discussed City staff involvement in the Lions Manor project and suggested ideas for meeting opportunities between Vancouver Coastal Health and City staff. Joe Erceg, General Manager, Planning and Development, noted that the shape of the building is not able to accommodate the current site and that the applicant is being urged to reconsider the structure. It was agreed that a memo be circulated informing Richmond City Council on the events.

4. MANAGER'S REPORT

(i) Townhouse Complex – No. 5 Road and Cambie Road

Wayne Craig, Director, Development, informed the Committee that the City Staff has worked with the applicant to redesign the project and provide access to Cambie Road. There will be a public information meeting in the Cambie Community Centre to seek public input into the revised site planning; results will be brought back to Committee.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:17 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Tuesday, October 4, 2016.

Councillor Linda McPhail
Chair

Shaun Divecha
Legislative Services Coordinator



City of Richmond

Report to Committee

To: General Purposes Committee
From: Grant Fengstad
Director, Information Technology
Re: Digital Strategy – Status Update 2016

Date: September 19, 2016
File: 04-1300-01/2016-Vol 01

Staff Recommendation

That the staff report titled “Digital Strategy –Status Update 2016” from the Director, Information Technology, dated September 19, 2016, be received for information.

Grant Fengstad
Director, Information Technology
(604-276-4096)
Att. 3

| REPORT CONCURRENCE | | |
|--|-------------------------------------|---------------------------------------|
| ROUTED TO: | CONCURRENCE | CONCURRENCE OF GENERAL MANAGER |
| Communications | <input checked="" type="checkbox"/> | |
| Economic Development | <input checked="" type="checkbox"/> | |
| Arts, Culture & Heritage | <input checked="" type="checkbox"/> | |
| Recreation Services | <input checked="" type="checkbox"/> | |
| Engineering | <input checked="" type="checkbox"/> | |
| Fire Rescue | <input checked="" type="checkbox"/> | |
| Transportation | <input checked="" type="checkbox"/> | |
| REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE | INITIALS: | APPROVED BY CAO |

Staff Report

Origin

The Richmond Digital Strategy was approved by Council on October 13, 2015 (Attachment 1). The strategy is a framework to guide strategic decisions regarding the City's digital services and infrastructure, enhancing the services and access for residents and strengthening Richmond's competitive advantage.

The vision of the Digital Strategy is:

- To optimize and integrate business processes which leverage technology innovation to deliver exceptional services.

The goal of the Digital Strategy is:

- To facilitate strategic thinking and better coordination around the innovation and enabling concepts of “Smart City”, with the ultimate goal of embedding digital technology into the City’s operations, information dissemination and communication with the residents and business community.

Since 2013, the Digital Strategy has been directed by a Steering Committee comprised of stakeholders representing each division within the City. Led by Information Technology, the Committee has proposed a multi-year plan that will see the phased roll out of various technologies over the next few years.

This report supports Council’s 2014-2018 Term Goal #9 A Well-Informed Citizenry:

Continue to develop and provide programs and services that ensure the Richmond community is well-informed and engaged on City business and decision making.

9.1. Understandable, timely, easily accessible public communication.

9.2. Effective engagement strategies and tools.

Analysis

The Digital Strategy identifies opportunities and clarifies needs, both within a service delivery model and in the customer-engagement platform. A customer-centric approach puts customers (the residents, business operators, visitors and partners of the City of Richmond) at the centre of everything the City does by developing and improving technology to provide customers with a better experience.

The Digital strategy calls upon the City to implement new technologies that integrate systems and provide new innovative capabilities for both web and mobile-based applications. As part of the overall roadmap for the digital strategy, a number of projects have been initiated, focusing on the five key strategic directions:

- 1 Extending the Reach of City Online Services
- 2 Expanding the City Connected Architecture
- 3 Extending Mobility for Staff
- 4 Integrating and Connecting City Infrastructure
- 5 Promoting Open and Transparent Government

While this strategy will deliver a great experience for our customers, our commitment to ensuring the security and the protection of information will continue to be a fundamental obligation. Protection of privacy and personal information is mandated by Provincial legislation.

Extensive privacy impact assessments currently exist and are required for all new systems that contain personal information. The focus of these assessments is to ensure compliance with privacy protection legislation. Evolving best practices for data security will continue to be adopted to ensure protection of all of our systems.

1. Extending the Reach of City Online Services

Implementing the Digital Strategy will extend the reach of all online services and will benefit the community by providing improved convenience and business processes. Several projects have already been completed and more are in progress.

- a. **Customer Profile** – the project will simplify customer access to the City’s online services and content. It will eliminate the confusion of maintaining separate identity accounts and credentials for City services. It will combine multiple accounts previously used to access the City’s services such as recreation services, taxes, utilities, into a single profile with a single sign-on that provides access to all those services. The project’s initial release will allow a customer to use a single account to access:

- recreation services for the family; and
- mobile app services.

The Customer Profile project is also the foundation for the Single View of Customer that is planned for early 2018 where all transactions and activities of each customer will be grouped and accessible using a Customer Relationship Management (CRM) application.

The project is on track for a late 2016 release to deliver recreation services integration to the mobile app, followed by a subsequent release schedule to add the Customer Feedback system, Grants Application system, Events Application system, Property Tax and Utility system among others.

- b. **RichmondBC Mobile App** – delivers web and mobile-enabled services to our residents. The current project will enhance services to the community with the release of version 2 of the City’s mobile app. Staff are transforming the app from a general information

application to a personalized transactional application. It has a brand new '*look-and-feel*' with significantly improved performance. Some of its key new features include:

- view family recreation classes and activities;
- check-in using a virtual Recreation Card on mobile devices;
- view recycling and garbage collection schedule based on customer profile;
- receive personalized information through a customer profile; and
- optional sign in using Facebook and Google social media accounts.

The upgrade project is on track for a 2016 Fall release.

- c. **CRM / MDM (Customer Relationship and Master Data)** – the Single View of Customer, through the CRM and MDM initiative will allow staff to serve the City's customers better by providing a single reference view of the customer with historical interactions, transactions and customer inquiries. Staff will be able to provide timely, accurate updates to status enquiries, and will be able to see all information and transactions in a centralized location, rather than having to piece together customer information from separate applications. The customer will benefit by having one convenient place to manage their City transactions and activities. The information provided through these initiatives will be implemented on the City website where customers will be able to login and view information that is pertinent and relevant to them specifically.

This initiative is on track for an early 2018 release.

- d. **Customer Feedback System** – The City introduced a web-based service that permits our customers to request a service or report an issue within the City. This system will route the request to the responsible department through an automated email. There are issues with the current system as requests made to the City require manual intervention and follow up. The system will be completely replaced as part of the CRM / MDM initiative.

This initiative is on track for an early 2018 release.

- e. **ePlans Project** – improves business processes with City partners. It transforms a business process for approving development applications from a paper-based manual process to a fully digital workflow. Staff expect an improvement in process efficiency and a decrease in total end-to-end turnaround time for our partners. The project enables:

- electronic submissions of development plans and applications by service providers;
- manipulation, mark-up, and annotation of plans and applications by staff; and
- digital workflow for review and approval of submitted plans by staff.

The project was completed successfully and is being phased in since July 2016, initially focusing on servicing agreements.

- f. CoR Online Museum Collection System** – the objective for the museum online portal initiative was to digitize a collection of 2,100 artefacts, through scanning or photography, and to make the collection accessible online to the public. The Richmond Museum signed an agreement with UBC in 2015 to digitize the museum's collections that relate to the City's migration history and population. The City has an existing collection management technology that is used internally to reconcile digital media from the Museum, Art Gallery and Media Lab. An important part of this initiative was to make the technology ready for public use while enhancing usability and aligning with corporate communication standards. It was a short engagement and strong collaboration between IT, Community Services and Corporate Communications teams that delivered the enhanced portal. The website was officially launched by Mayor Brodie.

The project was completed and has been live since March 2016.

- g. Online Dog Licensing** – the City introduced the ability for residents to apply for dog licensing through an easy to use, intuitive web based registration process. This capability is only available in the City of Richmond and the City of Vancouver. All other local municipalities only provide dog licensing renewals online.

This module allows dog owners to apply for a dog licence and pay for the corresponding fees online instead of filling in a physical form and coming to City Hall to submit and pay or mailing a cheque.

This online system captures information about the dog owner, including name and address, information about the dog, including breed, colour, gender, age, and whether spayed or neutered, calculates the fee based on the information provided and obtains payment by credit card using a secure connection from any location.

The project was implemented and the system has been live since 2015.

- h. City Grants Application System** – the City supports the enhancement of a positive quality of life for all its residents, and Council recognizes that one means of helping to achieve this is through annual Grant Programs to support the work of community service organizations. The City Grants web-based system was introduced in 2013 to provide an integrated, user-friendly, efficient and effective online system for applicants. This System is designed to support online application submission for the Arts and Culture, Child Care, Health, Social, Safety, Parks, Recreation and Community Events grant programs. Since the initial implementation of the system, the various stakeholders of the system have been providing feedback to IT for ways to improve usability and to enrich the data collection for making important business decisions.

The update is on track for a September 2016 release, in preparation for the upcoming 2017 grant submissions.

- i. Sustainability Enhancement for the Online Event Application** – the project was to recognize Council's vision and effort to create a sustainable City by enabling event organizers to declare their sustainability commitment statement via the Online Event Approval system. The system offers a paperless, integrated approval workflow that

allows event organizers to state their responsibility for a sustainable environment while hosting City events, and collects reviewers' comments and endorsement as part of the business process.

The upgrade was completed and has been live since April, 2016.

- j. **Stories of Nikkei** – Stories of Nikkei is a 10 video series to commemorate the history of the Japanese Canadian community of Steveston. Working in close collaboration with Community Services and Museum and Heritage, IT embedded the content in the RichmondBC mobile app while integrating iBeacon to deliver a self-guided walking tour in Steveston. This is a good example of seamless integration of historic information with the latest technologies to enable better connection between residents and Richmond's heritage and culture.

The project was completed and has been live since February, 2016.

- k. **Taxes and Utilities Credit Card Payment** – the Tax and Utilities Credit Card payment module will allow taxpayers to pay their tax and utility bills using their credit cards. This is another step towards enhancing self-service capabilities to residents and business operators – being online instead of in line. They do not have to come to City Hall to transact their business; instead they can choose to do so any time and any place.

Using credit cards for tax and utility bill payments will at present incur a 1.75% service fee for the cardholder. This is a very low rate compared to other companies that provide a similar service. In turn, cardholders would be able to earn loyalty points and rewards from their banks or card-issuing companies (such as Visa and MasterCard).

For the City, the benefit of allowing credit cards as a payment method translates to a reduction in line-ups during the busy tax period, less time and resources allocated to doing cash reconciliations and dealing with fewer returned or bad cheques.

The project was completed and has been live since September 12, 2016.

2. Expanding the Connected City Architecture

To meet the desire of organizations and individuals to be connected to the Internet wherever and whenever they need, the City is expanding the connected City architecture by focusing on:

- increased reach of fibre optics and broadband infrastructure; and
 - increased Wi-Fi (wireless Internet) availability.
- a. **Fibre connectivity** – The majority of public facilities and City-owned buildings are connected to the City fibre network. This provides high speed, broadband services to the facility and enables new capabilities such as video conferencing for Firehalls.

- b. **Public Wi-Fi** – The Public Wi-Fi project provides fast and stable wireless network connection for staff and the public at City Hall, Firehalls, Community Centres, select Heritage sites and a number of parks.

It also increases the reach of fibre optics and broadband network between City owned infrastructure. Rollout is currently underway, please refer to Attachment 2 for the list of sites already providing public wireless internet access using fibre optics and Attachment 3 for those that are currently a work in progress.

3. Extending Mobility for Staff

The Digital Strategy focuses on extending the mobility of staff to aid efficiencies. Extending the mobility of staff will enable new capabilities such as assigning work orders electronically to work crews and individuals. Employees will then access the work orders using a mobile application on a smartphone or tablet and provide real-time updates as the work is being done at the work site.

- a. **My Pay/My Info (Employee Self-Service)** – this new service will enable employees to conveniently access and maintain their own personal information, thereby decreasing HR administrative time. Employees will be able to view, update and request changes to their personal data.

The employee self-service also has ePay functionality. Employees who have access will be able to:

- view their current and historical pay advices;
- manage their T4/T4A consent (provide and remove their consent to receive their T4/T4A via self-service); and
- view their current and historical T4/T4A.

The project is on target for a fall 2016 release.

- b. **Employee Secure Access and Secure Single Sign-On** – the project will build upon the foundation in the Customer Profile project and will allow employees to access City applications through a secure single sign-on. The secure single sign-on will continue to enforce existing information systems security policies while offering employees the ability to sign in once to access all the applications to which they have permission.

The project is on target for a 2017 release.

- c. **Mobile Inspections** – A new iPad based application is being jointly developed by the City and a local partner, to provide an easy to use, intuitive application that enables inspections to be conducted in the field efficiently and effectively. This application is possible due to the investments made by the City in Digital Strategy, specifically with the Digital Nervous Ecosystem (Middleware). The application will update inspection records in real time and provide an enhanced level of customer service.

This project is on target for a first quarter 2017 release.

- d. **Mobile Devices** – through extensive agreements with TELUS Communications company, staff have been able to extend mobility for staff, while at the same time, reducing our mobility costs. Through the new contract, monthly airtime operating costs will be reduced. Current mobile device handsets with the latest technology and timely operating software updates will be available to the City to assist with day to day work functions. These new devices will facilitate access to mobile applications (both in-house developed and external vendor offerings) to provide instant access to system information, increasing staff productivity and customer satisfaction.

The agreements have been executed effective July 1, 2016.

4. Integrating and Connecting City Infrastructure

Interconnectivity among systems is key to running effective organizations in the hyper-connected global world, and municipal governments are no different in their need for integration.

To enable information and data to be shared easily from one system to another and one department to another, the Digital Strategy is focused on:

- creating a Digital Nervous Ecosystem; and
 - integrating systems to the Digital Nervous Ecosystem.
- a. **Middleware (Digital Nervous Ecosystem)** – the project integrates and interconnects City infrastructure and systems securely, which contributes to increased convenience for customers and increased mobility for staff. Following are some examples of capabilities that the Middleware project will enable:
- **Customer Profile and mobile app sign-on** – the customer will experience a secure and seamless single sign-on.
 - **Mobile garbage and recycling services** – the customer will see the garbage and recycling schedule for their property on the mobile app.
 - **Personalized view of recreational activities** – the customer will see their registered activities on the mobile app.
 - **Integration of Public Works Work Order and employee management** – the latest employee contact information will be available for use in a Hansen Work Order. When an employee needs to be contacted, a notification will be sent directly to the employee's email inbox.
 - **Integration of Property Address with Public Works Work Order** – new property addresses that are registered with AMANDA will be synchronized with Hansen to allow Work Orders and Asset entries to take advantage of the new registration immediately.
 - **Unify Finance and Work Order systems' budget and cost data** – Work Order accounts will be validated in real-time against Finance's Chart of Accounts during Work Order entry. This will improve data quality and efficiency in the Work Order

process, and reduce budget data duplication across multiple systems. Work Orders will trigger Finance account creations in real-time. Full Work Order cost detail can be retrieved on-demand from the Finance system. Staff will no longer need to access multiple systems, and navigate through multiple screens to view cost details.

- **Automatic cost calculation for vehicle use** – the cost of using a City vehicle will be calculated automatically based on data synchronization between the Finance and Work Order systems.

The project is on track for a 2016 Fall release.

- b. **Fire Hall Video Conference** – the project brings virtual meetings to Richmond Fire Halls. Aside from video conferencing between sites, the technology also allows a site to broadcast to all other sites. The Fire Chief is able to address all Fire Rescue staff periodically without the need for all staff to physically be present at one site for the event. This saves staff travel time, reduce physical risk, and improves availability of staff to respond to emergencies.

The project was completed and has been live since June 2016.

5. Promoting Open and Transparent Government

Open and transparent government has become more important than ever. For municipalities, transparency around public meetings is especially important as residents learn about policy decisions that affect their lives and see how tax dollars are being spent.

- a. **Council Meetings Video Streaming** – the Video Streaming project delivers live video at Council meetings and other meetings. Videos are accessible live on the web, or at a later time also through the web for those who missed the live meeting.

The project was completed and has been live since July 2014.

- b. **City of Richmond Website** – the City's richmond.ca website home page was redesigned to improve functionality and visual attraction, while addressing some usability issues identified through user testing. The new homepage also increased focus on the City's e-services, which are accessible 24-7 to residents. A new and improved Search engine for the website was introduced simultaneously, making it easier for users to find specific information on the site. Website traffic continues to grow, with nearly 2 million visits in 2015. There was a 13% growth in both site visits and site visitors in 2015 over 2014.

The new homepage was launched in the Fall of 2015.

- c. **Social Media** – the City continues to expand its use of social media (Facebook and Twitter as primary channels, and also Instagram and YouTube) to provide public information, market civic events and programs and engage with the community. There has been a steady increase in the volume of social media posts, as well as public interactions via social media. In spring 2016, the Social Media Strategy was revised to ensure more consistency in the frequency and quality of posted content. As well, the City began using promoted/paid Facebook content to more effectively reach targeted

audiences. This has led to a significant increase in the public reach and interaction of the City's individual Facebook posts.

- d. **Let's Talk Richmond** – since 2013, the City has conducted nearly 50 public engagement programs via Let's Talk Richmond, an online engagement site, which augments traditional public consultation methods such as public open houses and is accessible any time. This has greatly increased citizen participation in the City's public consultation activity. The site currently has nearly 1,500 registered users who participate in various public consultation activities on an ongoing basis. Since its inception, the Let's Talk Richmond site has had more than 170,000 visits, with more than 45,000 visitors accessing project libraries and nearly 4,000 visitors responding to surveys or otherwise participating in the consultation activity.
- e. **Enhanced GIS for Public View** – the Richmond Interactive Map (RIM) public viewer was redesigned using new technology which provides access to more than 100 layers and aerial photography. The new system is more user friendly, reliable and provides a faster response time, and is accessible from a computer, tablet or phone.

This project was launched in July 2016.

- f. **Child Care Finder** – the Richmond Child Care Locator was added to the RIM, providing residents with quick and easy access to child care facilities information. In addition to child care facilities, the interactive map displays schools, community centers, sport facilities and other related features. Residents can get detailed information by simply clicking on the map symbol. The Child Care Locator is accessible from a computer, tablet or smartphone.

This project was launched in 2015.

- g. **Utilities Usage** – the My Property Account is a convenient way to view water use information anytime, anywhere, from a computer or mobile device. The Utility Account option provides a view of the water meter readings for the billing period and also provides an easy-to-read graph or chart format. Other details include the reading date, number of days, meter reading, consumption and billing and account history. This information will help residents to identify water leaks and become more aware of water use habits, helping to encourage water conservation.

This project was launched in May 2016.

- h. **Open Council Minutes Web Search** – the project will launch a new searchable Open Council Minutes database, available on the City of Richmond website. It will provide residents with fast, easy and efficient access to important information through a self-service tool available any time, which offers a variety of features including keyword search capabilities. This will result in improved access to information, an increase in public engagement and the promotion of openness and transparency.

The project is on track for release in early 2017.

- i. **Richmond Archives Web Search** – the project will launch an upgraded searchable Archives database, available on the City of Richmond website. It will allow the Archives to provide a new level of efficient, 24-hour online service which will benefit the public, Council and staff by increasing access to Richmond's past and present.

The new site will improve the user experience by having an advanced map search, popular topics for all records search, a user-friendly interface, simplified navigation, high-resolution photographs and handy search tips.

Newly featured on the site will be clickable maps which will enable users to focus searches to a particular location. There will be over 1,000 maps available online showing Richmond's development from a small fishing and farming community to a large modern city.

The new site will also feature over 5,000 newly digitized photographs from Ted Clark's vast photographic collection of streetcars, trolley coaches, Interurban trams and trains. The Interurban Tram collection will have its own convenient search page, as will the BC Packers collection.

The project is on track for an October 2016 release.

- j. **Economic Development Website** – since 2012, the City has implemented a comprehensive business development initiative to effectively and proactively engage, service and support existing Richmond businesses, attract new ones and develop industry partnership prospects. As part of this initiative, the City's economic development website (www.businessinrichmond.ca) enables Richmond businesses to seamlessly access City Hall information and services, specifically developed to meet the needs of business clients and prospects. It features comprehensive information on Richmond's business advantages, strategic sectors and quality of life. Access to economic development and business liaison services for businesses that are based in or are looking to locate to Richmond is also available through the website. It serves as a central broadcast point for the Richmond business brand, local economic development content and social media channels. Access to the latest local business indicators and commercial facility search, are unique interactive features available to businesses through the new online portal.

This service was originally launched in 2012 and was recently re-launched in August 2016 with a new updated look, up-to-date business information, integration with social media and online marketing and a mobile version.

- k. **Election App** – in 2014 a new mobile application was released to further engage residents in the voting process for the general local and school election. The Richmond Election app was designed as a way to help voters access relevant election information on-the-go from their mobile devices and can be downloaded for free on iPhones and Android smart phones. It provides essential information, including—who can vote, where to vote, voting day information, and candidate profiles. Most importantly on election day, the Richmond Election app provided real time updates of the election results to voters.

This project was launched in September 2014.

- I. **RCMP Crime Map** – the Criminal Activity Map shows where recent property crimes have occurred in Richmond. This information is distributed to raise awareness and help educate property owners on crime prevention techniques. Residents can select the information to be displayed by crime locations, crime type and date.

Residents can also view Richmond neighbourhood maps for current crime summaries of residential break and enters, auto thefts and theft from motor vehicles. Visitors to the site will be able to click beneath the neighbourhood maps on the words Residential Break and Enters, Auto Theft and Theft from Motor Vehicle to link to home and auto security tips. The security tips section has information about securing various entry points on homes and vehicles.

This web application provides greater awareness about the criminal activity in Richmond neighbourhoods and identifies measures residents can take to prevent property crimes and auto-related thefts.

This service was launched in 2012.


Financial Impact

None.

Conclusion

The Richmond Digital Strategy implementation is well underway with projects aligning to the five focus areas as outlined and approved in the Council meeting of October 13, 2015. Staff are on track to deliver key projects over the next two years.

The focus in 2017 and 2018 will be finalizing a single view of the customer along with a new tool that will enable staff to better service customers. A new website will also be launched that will provide the ability for customers to have visibility to the services and information they most care about. Additionally, a completely new recreation management system will be integrated into our digital strategy that, along with the other key initiatives, will propel the City of Richmond to the forefront of innovation for municipal government across North America.



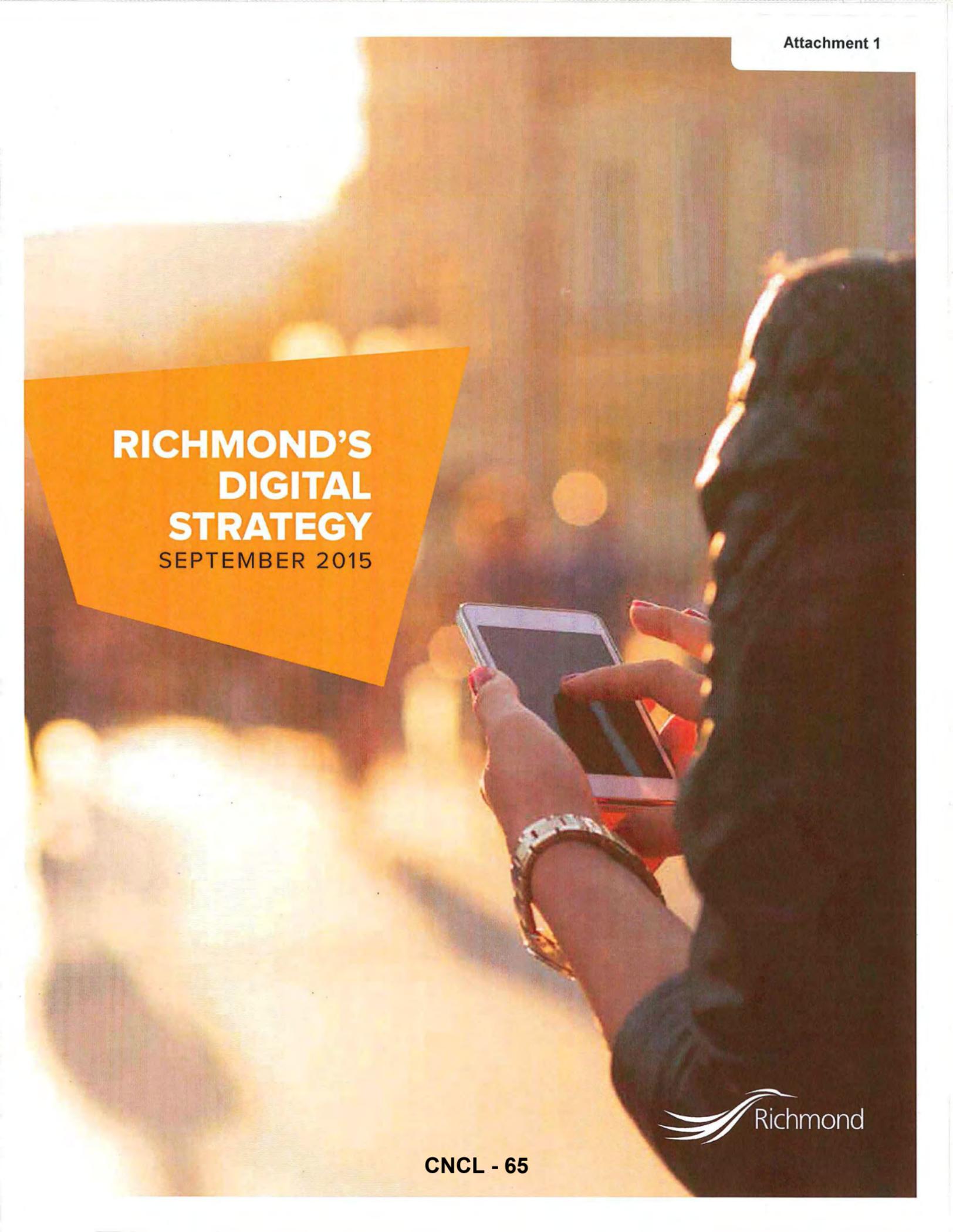
Vincent Chu
Manager, IT Innovation and Development
(604-247-4478)

:vc

Att. 1: Richmond Digital Strategy

Att. 2: List of locations with fibre and Wi-Fi service completed

Att. 3: List of locations with fibre and Wi-Fi service to be completed

A person's hand is shown holding a smartphone, with their fingers touching the screen. The person is wearing a dark long-sleeved shirt and a metal link bracelet. The background is a blurred city scene at night, with warm, golden light from a low sun or moon creating a bokeh effect of out-of-focus lights. An orange trapezoidal shape is overlaid on the left side of the image, containing the title text.

**RICHMOND'S
DIGITAL
STRATEGY**
SEPTEMBER 2015



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The Internet of everything
changes everything.

– John Chambers, chairman and CEO of Cisco

EXECUTIVE SUMMARY

The City of Richmond is undertaking the development and implementation of a new Digital Strategy that will support the City's vision of being "the most appealing, liveable, and well-managed community in Canada."

A "Digital Strategy" is defined as the use of digital tools, channels and products to achieve a goal or goals. For the City of Richmond, it means transforming how the City is able to leverage digital tools and technology to better serve our citizens and improve the workplace for our employees. The vision of the Digital Strategy at the City of Richmond is:

To optimize and integrate business processes which leverage technology innovation to deliver exceptional services.

The Digital Strategy at the City of Richmond is directed by a Steering Committee comprised of representatives and stakeholders from each division across the City. Led by Information Technology, the Committee has proposed a multi-year plan that will see the phased roll out of various technologies over the next three to five years. Each division stakeholder has brought his or her own insight and vision to the project, and has helped to create a broad-based, extensive strategy that will propel the City's current digital technology approach to one that is at the forefront of North American municipalities.

Over the past decade, the City of Richmond Information Technology department has set the foundation for the Digital Strategy by establishing a robust technology platform throughout the City that has served the citizens well to date. Various service-specific systems have been successfully utilized for many years to help the City's different departments execute on their mandates. These systems include:

- Work Order Management System
- Property Management System
- Program Registration System
- Finance and Human Resources System
- Tax Collection System
- Traffic Control Management System

While these systems have performed well and met the needs of the City and the community, the time has come to shift from a primarily service-centric approach to customer-centric. A customer-centric approach puts our customers (the citizens, business operators and partners of the City of Richmond) at the centre of everything we do by developing and improving our technology to provide them with a better customer experience.

Global technology use has shifted to become more mobile focused and self-serve. Many industries have been transformed by embracing new digital technologies to provide the best in customer service. The finance and travel industries, for example, have moved their previously paper-heavy and process-based businesses online.

The predominance of web-based organizations such as Amazon, Yahoo, Google, Facebook and others has shifted peoples' expectations of real time delivery and responsiveness. The unparalleled influx of information that people receive on a daily—often hourly—basis has created a need for organizations to more strategically disseminate the information they are providing so it best meets their customers' needs. City of Richmond citizens will demand information from the City that is easy to access, customized and flexible.

The Internet is becoming the town square for the global village of tomorrow.

— Bill Gates, founder, Microsoft

At the core, establishing the City of Richmond as customer-centric will require a shift in our digital strategic direction and the introduction of several new technologies. The strategic direction for the Digital Strategy is focused around five key areas:

1. Extending the reach of City online services
2. Expanding the connected City architecture
3. Extending mobility for staff
4. Integrating and interconnecting City infrastructure
5. Promoting open and transparent government

Each of these strategic directions will be addressed, not by a series of individual actions and activities, but by an integrated technology approach that will bring together technology and departments. The Digital Strategy will be focused around the development of a "Digital Nervous Ecosystem" (DNE), an integration system that will bring together the various business systems at the City of Richmond.

Components of the Digital Nervous Ecosystem include several new technologies that will be seamless to our customers (City citizens, businesses and employees), and will result in an improved mobile and web experience. The Digital Nervous Ecosystem will also provide the City with significantly improved data analysis, as it will include improved data warehousing and Business Intelligence. This will enable the City to obtain more information about usage of City services

and customer experiences and preferences. Ultimately, this allows the City to provide significantly improved services and offerings to its citizens, as employees and Council are able to make more informed decisions on how to spend taxpayers' money and resources.

The Digital Strategy will be transformative for the City of Richmond and its citizens as the City continues to grow in population at a rapid rate. Over the next decade, the burgeoning population will create an increase in demand on City services. Implementing this strategy now will allow the City to be ahead of this growth curve and well prepared to meet the changing needs of the City.



Take Richmond to the forefront of technology in terms of Municipal Government.

– George Duncan, CAO, City of Richmond

INTRODUCTION

As the global marketplace evolves to being more digitally enhanced and mobile, so too are North America's municipalities moving towards a more digital approach. The City of Richmond has always been committed to providing its citizens with the most innovative technologies to best serve their needs. As technology evolves, so will the City of Richmond.

This document provides an overview of how the City of Richmond is leveraging today's digital technologies to transform its current customer service approach from being service-centric to customer-centric. It will show how the introduction of a multi-layered technology system called the "Digital Nervous Ecosystem" (DNE) will enable the City to capitalize on new technologies to evolve current business systems into mobile-enhanced and web-based technologies.

It will outline the strategic direction that the Digital Strategy will take, and it will highlight how a "Day in the Life" of different City of Richmond customers will improve through the Digital Strategy.

It will demonstrate how evolving technologies to a digital platform will help the City of Richmond realize its vision of being "the most appealing, liveable, and well-managed community in Canada."



THE PURPOSE

The only wrong move when it comes to Digital Transformation is not to make any move at all.

– Dider Bonnet, Senior VP CapGemini

Over the past few years, there has been a visible and dramatic transformation in how organizations (including municipalities) share information with individuals. The evolution of technology to web and mobile along with the introduction of Social Media has increased the amount of information that people receive and process. At the same time, the vehicle used to disseminate and share this information has shifted equally dramatically to predominately web-based and mobile-enhanced technologies that capture and share information on demand in a customizable and flexible way.

For the citizens, businesses and employees of the City of Richmond, this has had many different impacts—both professionally and personally. More and more businesses are available online, and many offer their goods and services over the Web or via mobile application.





WHY HAVE A DIGITAL STRATEGY?

The times are continuously changing for municipal governments. These statistics from the Canadian Internet Registry Association from 2012 set the stage for the drivers behind this new Digital Strategy:

- 87% of Canadians have Internet broadband access at home.
- 53% of Canadians have mobile Internet access (estimated at more than 70% in 2015).

Expectations of on-demand information and services—from shopping to finance to travel, etc.—are now 24 hours a day, seven days a week.

For the City to continue to effectively serve its constituents, it needs to align its services towards meeting the needs of this growing segment. Digital Strategy is more than simply 'putting services on the Web'. It is about rethinking how those services are defined and delivered, to ensure that our customers are at the forefront of all our efforts.

The objectives and desired outcomes of the Digital Strategy are:

- To fully integrate and enable all systems at the City to provide Web- and Mobile-enabled services to our citizens.
- To ensure citizens of Richmond have a cohesive, integrated customer experience.
- To delight our customers with an integrated business process approach.
- To provide a single eCommerce engine to simplify and streamline online customer transactions.
- To make better business decisions for the citizens of the City of Richmond by having improved data analysis and Business Intelligence.

While this strategy will deliver a great experience for our customers, our commitment to ensuring the security and the protection of information will continue to be a fundamental obligation. Protection of privacy and personal information is mandated by Provincial legislation.

Extensive privacy impact assessments currently exist and are required for all new systems that contain personal information. The focus of these assessments is to ensure compliance with privacy protection legislation. Evolving best practices for data security will continue to be adopted to ensure protection of all of our systems.

CURRENT STATE

The City of Richmond exists to serve the citizens and businesses of Richmond. There are dozens of business systems that the City uses to provide services to our customers and to keep the City operating.

Historically, systems at the City of Richmond were purchased and implemented to specifically address the needs of the service area for which they were responsible. These systems are best-in-class products for the service they deliver and are used by many municipalities in North America. At the time, there was no method of integrating the systems or the data stored within them. As a result there is duplication of data and no single representation of fact (no single source of truth for data).

This segregation of systems is typical of many organizations that embraced technology early. It also leads to the challenge of what to do with systems that are unable to support newer technologies such as Web-based access, self-service and mobile. Those systems that do provide online capability often require unique sign-on to each separate system, rather than a single sign-on which is more user friendly. Ultimately, disparate systems make it difficult for the City to have a holistic view of data and understand what the data is telling us.

When faced with aligning 2015 customer expectations and needs with current systems, the City of Richmond decided on a new Digital Strategy that would provide integration between systems and facilitate mobile enablement.

A committee with representation from each division in the City was struck to develop a strategy based on best practices from digital strategies of other municipalities infused with the innovative spirit and business strategy of the City of Richmond.



Mobile: The term 'mobile' in a Digital Strategy refers to anything relating to cellular phones, handheld computers, and similar technology.



Web enabled: Web enabled refers to a product or service that can be used through, or in conjunction with, the Internet or World Wide Web. A Web-enabled product may be accessed through a Web browser or be able to connect to other Web-based applications in order to synchronize data.



Digital Nervous Ecosystem (DNE): A connecting layer of technology that sits on top of multiple different systems and channels data from system to system. Much like the human body has a Central Nervous System whose function is to integrate information it receives from all parts of the body and then coordinate and influence the activity of the body parts, the Digital Nervous Ecosystem's function is to integrate information from multiple different systems.



Fibre optics: Fibre optics are cables that transmit information from computer to computer. Computers use fibre optics to provide broad access to the Internet.



Broadband: A high-capacity transmission technique using a wide range of frequencies, which enables a large number of messages to be communicated simultaneously.



Wi Fi: The term WiFi refers to wireless networks that allow computer systems to network and to speak to each other.

OPPORTUNITIES

The systems currently in place at the City of Richmond provide a solid foundation on which to build the Digital Strategy. By introducing several new layers of technology through the Digital Strategy, the City of Richmond has an opportunity to showcase itself as an innovator and leader in the concept of being a "Smart City".

Innovation has always been at the core of the City of Richmond's approaches to technology and other areas. Staying in line with—or ahead of—global trends in municipal government is key to advancing the City's infrastructures and services delivery for our citizens, business owners, visitors, partners and employees.

The implementation of the Digital Strategy will provide many opportunities for the City to move from a service-centric organization to a customer-centric organization and will leap the City forward to current technology trends in a cost effective and timely way. The following are examples of opportunities that inspire and shape the Digital Strategy:

- The demographic of the City of Richmond is continuing to shift in ethnic diversity with Asian origin citizens approaching a majority of the average population (49%). As well, there is an increase in resident population in the 20-30 year range. These demographics are digitally savvy and will expect more of the City services to be web and mobile enhanced.
- Significant commercial and residential development in the City provides an opportunity for the City to leverage digital technology in City infrastructure that supports this development.
- Improvements in data analysis and Business Intelligence solutions allow the City to better understand how its citizens, business operators and visitors use the City's infrastructure.
- The trend towards mobile provides an enormous opportunity for the City of Richmond to better connect with more of its citizens and business owners and visitors. Mobile apps such as the City of Richmond app enable both the City and tourism partners to showcase their offerings in an easy to access, visually stimulating and easily navigable way. Feedback on the new app is a positive indicator of how big an opportunity the mobile story is for the City.

We have technology, finally, that for the first time in human history allows people to really maintain rich connections with much larger numbers of people.

– Pierre Omidyar, founder, eBay

TRENDS

The City of Richmond has always prided itself on staying not just aligned with global technology trends, but ahead of them. Over the past several years, the technology industry has clearly shifted to an on-demand, highly connectable, cloud and mobile industry, where customization and localization is integral to successful delivery.

MOBILE

According to the 2015 Internet Report released by Kleiner Perkins Caufield & Byers, a leading technology Venture Capital firm, the mobile story continues to be the single, largest trend that all organizations need to pay attention to. The report cites some interesting statistics:

- Mobile Internet use is growing faster than Internet usage in general. There are 2.8 billion Internet users, up 8 percent from 2014, and 2.1 billion mobile Internet users, an increase of 23 percent.
- Mobile data usage rose 69 percent last year, and 55 percent of mobile data traffic is from video.
- In 2008, Americans spent 20 minutes a day on average with the mobile Web. This year, they spend close to three hours, more time than they spend on laptops.

INTERNET OF THINGS (IOT)

In 2015 and beyond, the focus for many technology giants is bringing together the “Internet of Things” or IoT as it is known. The IoT is a proposed development of the Internet in which everyday objects have network connectivity, allowing them to send and receive data. It involves connecting all the various devices that could access the Internet—tablets, mobile, laptops, desktops, home alarm systems, appliances, etc. The IoT is fundamentally what the City of Richmond's Digital Strategy is all about. Connecting all our various disparate systems through a technology layer that allows us to better share and manage information to provide our citizens with better customer service.

CUSTOMIZED USER EXPERIENCE (OR USER-CUSTOMIZED PORTAL)

Thanks to the prevalence of social media and Google, the technology of websites has evolved to be focused not just on usability but rather on customer experience. Users of these sites sign in and customize the portal or front page of the site to tailor to their specific needs. Once the site is ‘set up’, content is pushed to the front end of the site that is specifically relevant to the user. Our “Day in the Life” examples demonstrate how the City of Richmond will utilize this technology ability as a key part of our Digital Strategy.



STRATEGIC DIRECTION

VISION

The vision of the Digital Strategy for the City of Richmond is:

To optimize and integrate business processes which leverage technology innovation to deliver exceptional services.

Achieving this vision will require contribution and support from throughout the City—from all divisions and from every level.

GOAL

The goal of the Digital Strategy is:

To facilitate strategic thinking and better coordination around the digital innovation and enabling concepts of "Smart City", with the ultimate goal of embedding digital technology into the City's operations, information dissemination and communication with the residents and business community.

Achieving the goal of making the City of Richmond a web- and mobile-enabled "Smart City" requires a well thought out strategy direction, focused on specific deliverables and key areas. The following five areas of focus have been identified as key to the success of the Digital Strategy:

1. Extending the reach of City online services
2. Expanding the connected City architecture
3. Extending mobility for staff
4. Integrating and interconnecting City infrastructure
5. Promoting open and transparent government

Mobile is the future and there's no such thing as communication overload.

— Eric Schmidt, Google



STRATEGIC DIRECTION:

1. EXTENDING THE REACH OF CITY ONLINE SERVICES

The City of Richmond currently offers several services via the City of Richmond website for citizens and business owners. Business licenses, pet licenses, parking tickets, and more can all currently be accessed via www.richmond.ca. Generally the website is currently designed by division or function.

In this era of digital government, our citizens need and want to be at the core of our business processes. We know our customers—the citizens and business owners of the City—don't necessarily care about the organizational structure of our municipal government nor should they need to know that to effectively deal with the City via our website. We want to enable them to do their business, to live their lives within the City of Richmond, supported by our organization.

Implementing the Digital Strategy at the City of Richmond will extend the reach of all of our online services. The benefits to the community will be as follows:

- **Improved convenience:** Government services (such as bill payments, inquiries, licenses, etc.) will be available on demand, 24/7.
- **Improved business processes:** The City of Richmond is committed to supporting our business community. The new Digital Strategy has been developed with business in mind—helping them to become more efficient and effective. The Digital Strategy will focus on helping businesses save time by reducing the bureaucracy often associated with working with government. Access to more online business-related services such as procurement opportunities (both new bids and in progress or won opportunities), business licenses registration and re-registration, and paying bills and receiving payments online illustrates how transformative the Strategy will be to the Richmond business community. The City will continue to work with various business associations to identify further business opportunities that can be enhanced via the Digital Strategy. Many of the efficiency gains from the digital strategy and a more web-enabled government will flow directly to the business bottom line.



STRATEGIC DIRECTION: 2. EXPANDING THE CONNECTED CITY ARCHITECTURE

A positive outcome of the global shift to increased connectivity through digital technology has been the increase of communication not only from business-to-consumer but also business-to-business and within the walls of an organization. Communication within and among organizations is no longer the domain of face-to-face, voice or even written correspondence. Today, internal communications and communications from one organization to another is increasingly shared over digital channels, i.e. the exchange of data and information over the Internet. This increase in digital communication while extremely positive on the one hand, as it creates much more efficient channels of communication, is also challenging on the other hand, for more people are demanding to be connected at all times than ever before.

This increase in the desire of organizations to be connected to the Internet at all times, wherever and whenever the need, has resulted in a dramatic increase in the need for more bandwidth speed and mobility. To mitigate this challenge and to provide the City of Richmond businesses and

citizens with the access they need, the City of Richmond is expanding the connected City architecture by focusing on the following:

- **Increased fibre optics and broadband:** At the City of Richmond, the use of fibre optics and broadband has enabled various City departments and offices at different locations to connect and access more efficiently the City's network, data and systems. This connectivity will increase over the next few years as we roll out the Digital Strategy. More public spaces that are city-owned or managed will have increased fibre optic and broadband capability.
- **Increased Wi Fi availability:** One primary focus will be the introduction of more public spaces that are Wi Fi-enabled. Currently, the City of Richmond provides free Wi Fi access to the public on City Hall premises. This will be expanded to encompass other city-owned and managed facilities, buildings and community centres, allowing citizens and staff to better communicate and share information with one another.



STRATEGIC DIRECTION: 3. EXTENDING MOBILITY FOR STAFF

In 2015, nearly 70% of Canadians own a smartphone. This number has been steadily increasing over the past decade and is projected to continue to rise over the next five years. Municipal governments by and large are not maximizing mobile technology to further their business objectives and empower their employees—specifically those employees that work in the field rather than an office. The City of Richmond Digital Strategy is focusing on extending the mobility of our staff to further help them do their jobs in a more effective and efficient way.

To extend the mobility of City employees, the City is developing a connective layer of technology known as the Digital Nervous Ecosystem that sits on top of various systems and channels information as needed to mobile devices. This mobile enablement means that work orders would be electronically assigned to work crews and individuals. Employees would access the work orders through a mobile application on their smart phone or tablets, and provide real-time updates as the work is being done and completed right at the work site.

In my opinion, the future
of mobile is the future of
everything

– Matt Galligan, SimpleGeo



STRATEGIC DIRECTION: **4. INTEGRATE AND INTERCONNECT CITY INFRASTRUCTURE**

Interconnectivity among systems is key to running effective organizations in the hyper-connected global world, and municipal governments are no different in their need for integration.

The City of Richmond Digital Strategy will be focused on integrating and interconnecting these systems to enable information and data to be easily shared from one system to another—and one department to another.

- **Creation of a Digital Nervous Ecosystem:** The new City of Richmond “DNE”, or Digital Nervous Ecosystem, is a connecting layer of technology that sits on top of multiple different systems and channels data from system to system.
- **Integration of various systems to DNE:** Currently there are multiple systems that operate independently to capture and store information points from various City of Richmond departments or functions. For

example, in the City there are sensors that exist in roadways, traffic lights, pump stations, etc. These collect data points of information as they are captured but the information typically sits in one database and is not shared with other areas. With the DNE sitting on top of the different systems, these data points can be shared from system to system. As issues or unexpected events happen, these sensors will provide valuable data to the DNE triggering other systems to automatically respond and start business processes.

Most importantly, this seamless integration of data sharing and business process is not overtly apparent to the citizens of Richmond. The citizens will only know that the faulty light at the intersection was fixed or that the potholes in the highway were repaired—the sharing of information through integrated systems resulting in an improved customer experience for citizens.



STRATEGIC DIRECTION:
**5. PROMOTE OPEN,
TRANSPARENT
GOVERNMENT**

In the past several decades, open and transparent government has become more important than ever for North Americans. For municipalities, transparency around public meetings is especially important as citizens learn about policy decisions that affect their lives and see how their tax dollars are being spent. Proactive citizen participation helps improve policy outcomes. Technology has enabled governments to be much more open and transparent. Tools such as streaming video of council meetings or other meetings, social media websites, virtual town halls and mobile apps are making it easier than ever for the public to provide input to government, and feel more connected and engaged.

Engaging with our citizens and listening to their input and feedback has always been important to the City of Richmond. We have provided many different vehicles for citizens of Richmond to communicate with the City and City Council. The Digital Strategy will support and further this commitment to our citizens and allow them to communicate

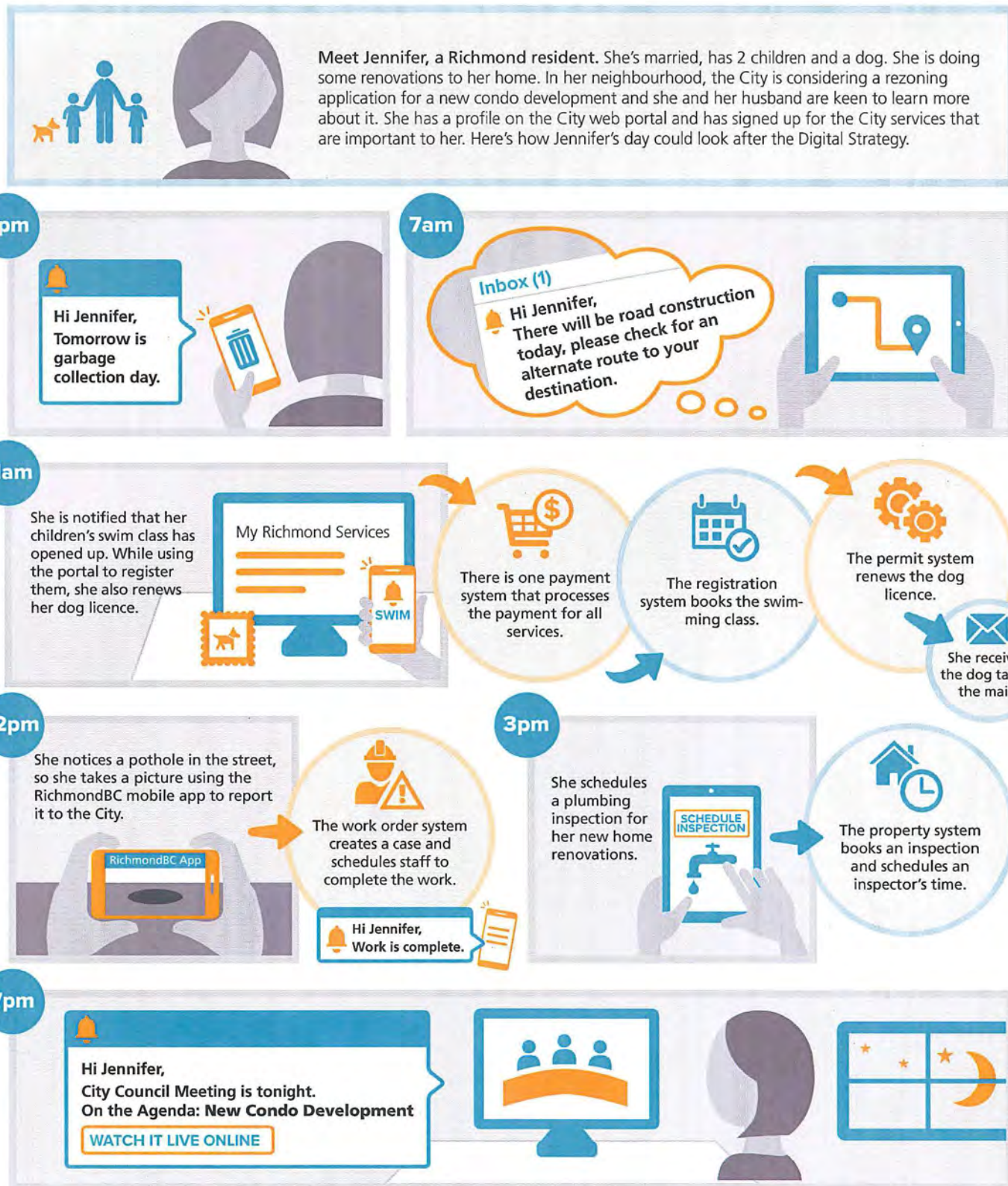
in a much more efficient, timely and broader way. Using online engagement tools, it is easy for more people to contribute ideas of community improvement and provide feedback on current initiatives. Tools that will be used to further the City of Richmond's efforts for an open and transparent government include:

- Streaming video (for use at Council meetings or other meetings)
- Social media websites
- Virtual town halls
- Mobile apps

These tools are a convenient way for citizens to stay engaged with the government decision-making about the community and in turn, help the organization collect timely and actionable input from citizens.

A DAY IN THE LIFE OF A RICHMOND CITIZEN

Implementation of the Digital Strategy will transform how the City of Richmond interacts with our customers. The following Day in the Life scenario envisions what that could mean to our citizens and staff.



NEXT STEPS

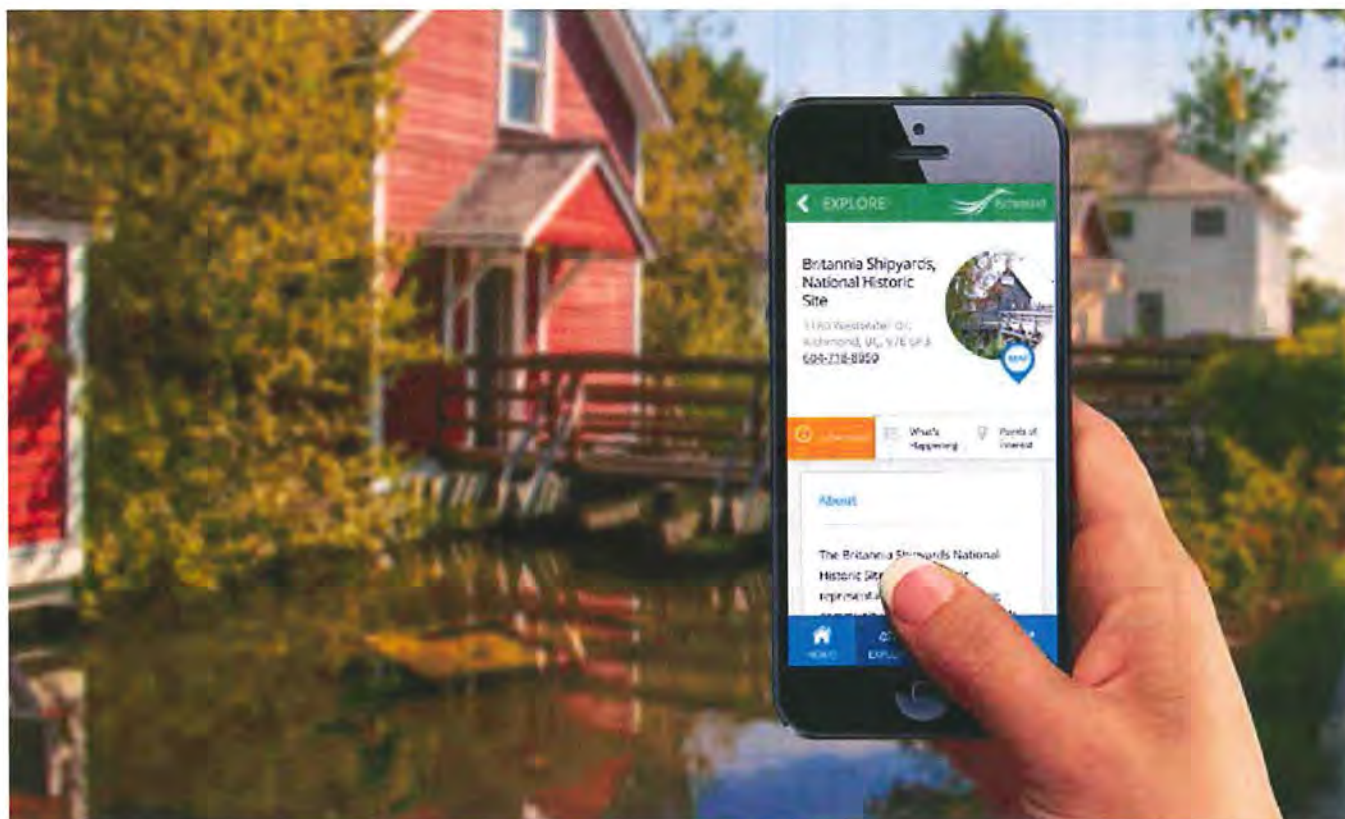
This Digital Strategy document is a current snapshot of a multi-year, multi-phased transformation of how the City of Richmond will connect with its customers. The Digital Strategy Committee has established a timeline for the roll out of the various components of the Digital Strategy, some of which have already been launched.

In 2014, the City launched its new Mobile App, which is available for iPhone and Android devices. This App was developed due to the successful implementation of a layer of technology (a predecessor to the Digital Nervous Ecosystem) that connects the Events database with the Community Services database and the registration system for both the City of Richmond and the Richmond Oval. The App to date has been extensively downloaded and overall feedback has been extremely positive.

2015 AND BEYOND

The next focus of the Digital Strategy will be to create a mobile-enabled version of our Public Works system and the creation of the Digital Nervous Ecosystem technology layer. Once these are established, and the City has an improved ability to understand our customers, we will be relaunching the City of Richmond website. This new website will provide our citizens with a highly customizable, interactive user interface that seamlessly connects user information to provide the citizens of Richmond with a customer-centric experience on the website.

The efforts to successfully deliver the City of Richmond Digital Strategy cannot be done in isolation by Information Technology alone. To date, the cross-functional Steering Committee has helped to ensure the project is a city-wide initiative and this continued engagement across divisions is key to the project's ultimate success.





CONCLUSION

This document has provided an overview of how the City of Richmond is leveraging today's digital technologies to transform its current customer service approach from service-centric to customer-centric. It has demonstrated how by introducing a connecting layer of technology to bring together all the multiple systems already in place at the City, the City can improve its customer service, become a more efficient and effective organization, create more engaged employees and citizens, and instill a customer-centric culture throughout all departments and at all levels.

The Digital Strategy is clearly aligned with the City of Richmond's vision of being "the most appealing, liveable, and well-managed community in Canada."

With the support of City Council, the CAO, the Senior Management Team and the employees of the City of Richmond, this Digital Strategy will move the City of Richmond to the forefront of innovation for municipal government across North America.

Att. 2: List of locations with fibre and Wi-Fi service completed

| Site / Location | Fibre Connected | Wi-Fi Enabled | Service Active |
|---|-----------------|---------------|----------------|
| Britannia Shipyards, National Historic Site | Yes | Yes | 2016 |
| City Centre Community Centre | Yes | Yes | 2015 |
| City Hall | Yes | Yes | 2014 |
| City Hall Annex | Yes | Yes | 2015 |
| City Works Yard | Yes | Yes | 2014 |
| Firehall #2 | Yes | Yes | 2015 |
| Firehall #4 | Yes | Yes | 2015 |
| Firehall #6 | Yes | Yes | 2015 |
| Firehall #7 | Yes | Yes | 2015 |
| Minoru Arena | Yes | Yes | 2015 |
| Richmond Art Gallery | Yes | Yes | 2015 |
| Richmond Art Centre | Yes | Yes | 2015 |
| Richmond Media Lab | Yes | Yes | 2015 |
| Richmond Museum | Yes | Yes | 2015 |
| Richmond Nature Park | Yes | Yes | 2016 |
| Richmond Olympic Oval | Yes | Yes | 2015 |
| Sea Island Community Centre | Yes | Yes | 2015 |
| South Arm Community Centre | Yes | Yes | 2015 |
| South Arm Outdoor Pool | Yes | Yes | 2015 |
| Steveston Community Centre | Yes | Yes | 2014 |
| Steveston Outdoor Pool | Yes | Yes | 2016 |
| Thompson Community Centre | Yes | Yes | 2015 |
| West Richmond Community Centre | Yes | Yes | 2015 |

Att. 3: List of locations with fibre and Wi-Fi service to be completed

| Site / Location | Fibre Connected | Wi-Fi Enabled | Service Active |
|-------------------------------------|-----------------|---------------|----------------|
| Cambie Community Centre | Yes | No | Oct 3, 2016 |
| East Richmond Community Hall | Yes | No | Sep 28, 2016 |
| Hamilton Community Centre | No | No | Sep 28, 2016 |
| Hugh Boyd Park | No | No | Sep 30, 2016 |
| King George / Cambie Community Park | No | No | Sep 30, 2016 |
| Lang Centre | No | No | Dec 21, 2016 |
| Minoru Park | Yes | No | Sep 30, 2016 |
| Richmond Ice Centre | Yes | No | Oct 11, 2016 |
| South Arm Park | No | No | Oct 6, 2016 |
| Steveston Martial Arts Centre | Yes | No | Sep 28, 2016 |
| Steveston Japanese Cultural Centre | Yes | No | Sep 28, 2016 |
| Steveston Museum | Yes | No | Feb 27, 2017 |
| Steveston Park | Yes | No | Sep 27, 2016 |
| Watermania | Yes | No | Oct 11, 2016 |



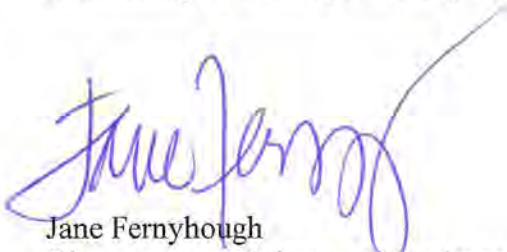
City of Richmond

Report to Committee

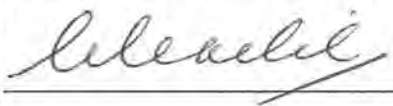

To: General Purposes Committee
From: Jane Fernyhough
Director, Arts, Culture and Heritage Services
Date: September 20, 2016
File: 11-7000-01/2016
Re: **Richmond Canada 150 Community Celebration Grant Allocations - First Intake**

Staff Recommendation

That the Richmond Canada 150 Community Celebration Grants be awarded for the recommended amounts for a total of \$79,500, as outlined in the report titled, "Richmond Canada 150 Community Celebration Grant Allocations - First Intake", from the Director, Arts, Culture and Heritage Services, dated September 20, 2016.


Jane Fernyhough
Director, Arts, Culture and Heritage Services
(604-276-4288)

Att. 3

| REPORT CONCURRENCE | | |
|--|---|---|
| ROUTED TO: Finance Department | CONCURRENCE <input checked="" type="checkbox"/> | CONCURRENCE OF GENERAL MANAGER  |
| REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE | INITIALS: DW | APPROVED BY CAO  |

Staff Report

Origin

At the City Council meeting of April 25, 2016, Council endorsed the creation of a Canada 150 Community Celebration Grant Program. This report provides information and recommendations for grant dispersal pertaining to the first intake of this program.

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

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

2.3. Outstanding places, programs and services that support active living, wellness and a sense of belonging.

2.4. Vibrant arts, culture and heritage opportunities.

Findings of Fact

At the City Council meeting on April 25, 2016, Council approved a Canada 150 Community Celebration Grant Program and allocated \$150,000 from the Council Community Initiatives Fund to fund this program.

Program guidelines and application forms were developed in conjunction with the Canada 150 Steering Committee (Attachment 1).

Notice Given and Applications Received

Notices were placed on the City website, in community facilities throughout Richmond and in newspaper ads and press releases in May of 2016, advising the community that applications were being accepted for the Richmond Canada 150 Community Celebration Grant Program. The deadline for the first application intake was July 25, 2016.

In May and June, emails were sent to seventy two (72) Richmond based groups and associations promoting the Canada 150 Community Grant Program and reminding them of upcoming deadlines. On the City website, a downloadable guideline and frequently asked question sheet were available with links to the online application form.

Throughout May, June and July of 2016, the Coordinator for Richmond Canada 150 met with individuals from neighbourhood groups and different associations to offer recommendations where appropriate and inform them of any updates.

A total of thirty four (34) applications from a wide variety of organizations and groups were received, for a total combined request of \$265,005.

Application Review Process

An adjudication panel made up of City staff reviewed the applications. They evaluated the applications on five key areas: goals, engagement, capacity, budget and sustainability. As per best practices in similar granting programs, for each application, these five key areas were assigned a numerical ranking to create a total numeric score out of 50. Post adjudication, the combined scores of all three members of the adjudication panel was distilled to an average score to determine a funding recommendation. The Steering Committee fine-tuned the recommendations for Council consideration.

Second Intake Applications

Applicants have until November 18, 2016 to submit an application for the second intake.

Analysis

At the Council meeting of July 27, 2015 Council endorsed the vision and guiding principles for Richmond's Canada 150 activities and events.

Vision

Richmond's Canada 150 ignites the passions of the citizens of Richmond in a multi-faceted, year-long celebration, honours Richmond's distinct and vibrant cultural diversity, and leaves lasting legacies that foster civic pride and carry the spirit of 150 into the future.

Guiding Principles

- *Tie the past with the future*
- *Showcase Richmond*
- *Create legacies*
- *Be collaborative*
- *Environmentally sustainable*
- *Events and activities are coordinated*

The Richmond Community Celebration Fund was established to help small, Richmond based non-profit organizations and neighbourhood groups plan and execute activities and events to create lasting memories of Canada's 150th anniversary.

Of the thirty four (34) applications received eighteen (18) are recommended for funding, ten (10) are tabled pending further information and six (6) were rejected and invited to resubmit for the November intake. Many of the groups were invited to resubmit primarily due to a lack of a strong Canada 150 focus, or specific reasons for funding request (e.g. food).

| APPLICATIONS AND ALLOCATIONS | |
|---|-----------|
| Total Applications | 34 |
| Recommended for funding | 18 |
| Tabled pending further information | 10 |
| Denied and invited to resubmit to November intake | 6 |
| Total amount requested | \$265,005 |
| Total amount approved by Council | \$150,000 |
| Amount recommended for disbursement – intake 1 | \$79,500 |

Attachment 2 contains the information on the events submitted, organizations making the request, requested amount, the recommended amount and Steering Committee summary comments. Attachment 3 contains summaries of all of the applications received.

Financial Impact

The total amount allocated to the Canada 150 Community Celebration Funding Program is \$150,000 to be allocated over two intakes. A total of \$79,500 is recommended for disbursement at this time.

A report to Council could be forwarded in late fall of 2016 with the requests that were tabled by the Canada 150 Steering Committee. Second intake project requests will come to Council early in 2017.

Conclusion

The Richmond Canada 150 Community Celebration Grant Program is a vital contribution that will help small, Richmond based, non-profit organizations, community associations and Richmond neighbourhood groups plan and execute activities and events to create lasting memories of Canada's 150th anniversary of confederation. This report recommends the first batch of recommended allocations.



Manisha Jassal
Program Coordinator, Richmond Canada 150
(604-204 -8651)

- Att. 1: Program Guidelines and Application Form
 2: Summary of Richmond Canada 150 Celebration Grant Requests and Recommendations (intake #1)
 3: Canada 150 Community Celebration Grant Submissions Summary Sheets (intake #1)



RICHMOND CANADA 150 COMMUNITY CELEBRATION GRANT PROGRAM

Application Guidelines



City of Richmond - Richmond Canada 150 Program Office - 6911 No.3 Road Richmond, BC V6Y 2C1



City of Richmond
Richmond Canada 150 Program Office
6911 No.3 Road
Richmond, BC V6Y 2C1

Manisha Jassal
Program Coordinator
(o) 604-204-8651
richmondcanada150@richmond.ca

THE VISION:

“Richmond’s Canada 150, a multi-faceted, year-long celebration, ignites the passions of the citizens of Richmond, honours Richmond’s distinct and vibrant cultural diversity, and leaves lasting legacies that foster civic pride and carry the spirit of 150 into the future.”

Guiding Principles:

- Tie the past with the future – commemorate the history of the community while celebrating the past and shaping the future
- Showcase Richmond – shed a positive light on all Richmond has to offer
- Create legacies – legacies include lasting memories, increased organization and community capacity, physical legacies and pride in the community and the country
- Inclusive – provide opportunities for input and participation for everyone
- Collaborative – partner with other groups and organizations
- Environmentally sustainable – follow the principles set out in the Richmond Sustainable Event Toolkit
- Coordinated – coordinate activities to effectively utilize resources

Goals:

- Create lasting memories of Canada’s 150th anniversary of confederation
- Celebrate Richmond’s distinct and vibrant cultural diversity

- Celebrate the past
- Expand understanding of the people, places and achievements of Canada and Canadians
- Build vibrant, healthy and connected communities

ELIGIBLE FUNDING APPLICANTS:

- Applicant must be Richmond based
- Projects must take place in Richmond between January 1st and December 31st, 2017
- Neighbourhood groups (application must come from two individuals living in the same neighbourhood but from different households. Both applicants are responsible for managing the grant money).
- Not-for-profit community groups
- Collectives representing a variety of different faith groups (application must come from at least two groups of different faiths. Both applicants are responsible for managing the grant money).
- Communities of interest that are not defined by a geographic base, such as a youth group, racial or ethnic group, LGBTQ group, disability community, etc.
- Individual religious organizations
- Parent Advisory Committees

INELIGIBLE FUNDING APPLICANTS:

- Individuals
- Political parties or events related to political activities or lobbying
- Specific events or projects that have funding from another City of Richmond grants program (note, if you already have funding for a project, you can still apply for a Richmond Canada 150 grant for a different project).
- For profit organizations or businesses
- Public and private schools, including post-secondary institutions

ELIGIBLE PROJECTS EXPENSES:

Funding for up to \$10,000 is available for expenses that are directly related to the delivery of the project, such as:

- Supplies and materials
- Artist fees
- Equipment rental (e.g., tents, audio equipment, toilets, etc.)
- Marketing materials and advertising
- Sustainability initiatives

INELIGIBLE PROJECT EXPENSES:

- Expenses related to ineligible projects
- Expenses that have already been incurred at the time of application
- Building construction and repairs
- Retroactive funding
- Proposals which primarily fund or award other groups or individuals
- Political activities including:
 - Promoting or serving a political party or organization.
 - Lobbying of a political party, or for a political cause.
- Travel costs
- Ongoing operational expenses for organizations
- Capital projects
- Office administration, facility rental
- Fundraisers
- Deficit reduction
- Activity outside of Richmond
- Bursaries or scholarships

ASSESSMENT CRITERIA:

- Projects must demonstrate a clear Canada 150 theme
- Events must be open and inclusive and actively engage diverse community members
- Applicants must show evidence of capacity to put on the event

- Project approach must show proper estimate of resources needed and total budget required
- Commitment that your project will incorporate sustainability initiatives

DOCUMENTING YOUR PROJECT:

To keep a record of Richmond’s Canada 150 events for future generations, please document your event through photos, videos, poems, essays, etc. Information on uploading your documentation will be sent upon notification of success of the application. A final report must be submitted 60 days after the project/event completion.

HOW TO APPLY:

1. Review the Guidelines for eligibility
2. Contact richmondcanada150@richmond.ca should you have questions on eligibility or other guidelines or if other city services (e.g., venue use, equipment, etc.) may be required
3. Applications are available at www.richmond.ca/discover/events/Canada150
4. Deadline for applications:
Intake #1: July 11, 2016, 5:00 p.m.
Intake #2: November 18, 2016, 5:00 p.m.
5. Applicants will be notified of the success of their application approximately 10 weeks from the deadline following ratification by Council

CONTACT US:

City of Richmond
Richmond Canada 150 Program Office
6911 No.3 Road, Richmond, BC V6Y 2C1
Manisha Jassal, Program Coordinator
(o) 604-204-8651
richmondcanada150@richmond.ca

APPLICATION

RICHMOND 150 COMMUNITY CELEBRATION GRANT PROGRAM

APPLICATION GUIDELINES

Please read the Application Guidelines before filling out the application. Available at:
www.richmond.ca/discover/events/Canada_150

CONTACT INFORMATION:

City of Richmond
Richmond Canada 150 Program Office
6911 No. 3 Road, Richmond, BC V6Y 2C1
Manisha Jassal, Program Coordinator
(o) 604-204-8651 richmondcanada150@richmond.ca

PART 1 - APPLICANT INFORMATION:

Legal Name of Organization:

Address:

City: Province: Postal Code:

Phone: Email:

Website:

Name of Contact: FIRST LAST Alternate Name of Contact: FIRST LAST

Phone: Phone:

Email: Email:

Registered non-profit society? Yes ☐ No ☐ Society #

Date of incorporation: Year / Month / Day

Or, for individuals, there must be:

- At least two applicants in the same neighbourhood but from different households or;
- Two applicants that are part of the same group but from different households

Name of Applicant: FIRST LAST Co-Applicant: FIRST LAST

Address: Address:

City: Province: City: Province:

Postal Code: Phone #: Postal Code: Phone #:

Email: Email:

PART 2 - DETAILS ABOUT YOUR PROJECT:

a) What is the name of your project?

b) Describe your project (in 300 words or less). Please include how it meets one or more goals of the Canada 150 Community Celebration program. (Refer to Richmond Canada 150 Community Celebration Grant Program Application Guidelines).

c) When will your project or event take place? Please be as specific as possible.

d) Where will your project or event take place?

e) How will you promote the project and reach out to and/or include people in the community? Give as many details as possible (projects must be open, inclusive and actively engage diverse community members).

f) Please describe your experience hosting similar events.

g) The City of Richmond strongly encourages events to be as sustainable as possible. Do you agree that your event will be committed to fostering positive environmental, social and economic impacts for the current and future generations within the local community.

Yes ☐ No ☐

h) How will your project be sustainable? For more information, please read the Richmond Sustainable Event Toolkit at www.richmondsustainableevents.com.

PART 3 - BUDGET:

Please provide an itemized list of your project expenses. Examples of expenses include space rental, food, permits, liability insurance, marketing and promotion materials and supplies, equipment rental, photocopying and artist fees.

| Description | Amount \$ |
|-------------|-----------|
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

- What amount are you requesting from the Canada 150 Community Celebration Grant Program (may not exceed \$10,000).

Do you have other sources of funding?

- Are City services required for your event? Yes ☐ No ☐

If yes, what services? Traffic ☐ Police ☐ Facility ☐ Equipment ☐ Other

If yes, please contact City staff at: richmondcanada150@richmond.ca

- Are you applying for other grants through the City of Richmond? Yes ☐ No ☐

If yes, please list grant and projects to be applied for 2017 funding. (Projects that have funding from other City of Richmond grant programs are not eligible for Canada 150 Community Celebration Funding and vice versa).

Please mail this application to:

City of Richmond
Richmond Canada 150 Program Office
6911 No. 3 Road, Richmond, BC V6Y 2C1
Manisha Jassal, Program Coordinator
(o) 604-204-8651

Or scan and email to:

richmondcanada150@richmond.ca

Application deadline for the first intake is July 11, 2016 5:00 pm.

Applications received after this will be included in the second intake due November 18, 2016 5:00 p.m.

SUMMARY OF RICHMOND CANADA 150 CELEBRATION GRANTS (INTAKE #1)

Updated: September 20, 2016

| Event Name | Organization | Requested Amount | Steering Committee Recommended Amounts | Summary Comments |
|--|---|------------------|--|---|
| Black History Month Celebration | CHIMO Community Services | \$4,300.00 | \$2,500.00 | Strong concept. Month long celebration in February. Need to know how is this different than 2016. Could provide more funding, to help get the event going. |
| Celebrating Our Diverse Community | GOAN Overseas Association | \$10,000.00 | \$2,500.00 | No funding for food. Group has a strong Richmond connection. |
| Richmond Martial Arts Festival | International Karate Organization Kyokushinkaikan Canada | \$9,000.00 | \$8,000.00 | Like concept. |
| London Family Farm Day | London Heritage Farm | \$5,000.00 | \$2,000.00 | Would like to see a stronger 150 theme. Would like to see the group touch base on "Who is the London Family?" |
| Share Your Story, Create a Legacy | Minoru Seniors Society | \$10,000.00 | \$5,000.00 | Presentation & workshop. Strong idea. Final product needs to be given to Archives. Must add historical value. |
| FUNtastic Canada 150 | Multicultural Helping House Society of Richmond 55+ers | \$9,850.00 | \$2,500.00 | Filipino inspired event - wanting to contribute to Richmond's already distinct culture. |
| explorART 2017 Canadian Painting & Design Competition for Children and Youth | New Primary Colour Arts Foundation | \$10,000.00 | \$2,500.00 | This group teaches art primarily to children. |
| RCS Canada 150 Carving Show | Richmond Carvers Society | \$10,000.00 | \$8,000.00 | Two day event - will have an open category with a Canada 150 theme. |
| 150 Years On - The Gift of Our Journey | Richmond Family Place Society | \$10,000.00 | \$7,300.00 | Good concept - reflecting on journeys, cultures and experiences of different families. |
| Sing for Life | Richmond Youth Choral Society | \$10,000.00 | \$5,000.00 | Contribute to event. |
| Walking Tour Vignettes | Steveston Historical Society | \$10,000.00 | \$8,000.00 | Group requested to confirm accuracy of historical events. |
| The Claysmith Road 150 Canadian Celebration | Doug Symons & Dawn Thomson | \$600.00 | \$200.00 | Neighbourhood group wanting to put together a 150 celebration. No funding for food. |
| Our Canadian Bookcase | Textile Art Guild of Richmond | \$2,600.00 | \$2,000.00 | Great concept, however will not fund the reception outlined in budget expense. |
| Red Curtain Art Series | Thompson Community Association | \$10,000.00 | \$2,500.00 | Canadian Community Picnic Party - programming on every Saturday in 2017. Need to add history of Community. |
| Stories of an Experience of Homelessness in Richmond | Turning Point Recovery Society | \$9,400.00 | \$4,000.00 | Society should liaise with City staff. Meals should also be included in this project funding. |
| Oh Canada - Multicultural Creative Writing Festival | WS Multicultural Group | \$9,000.00 | \$2,500.00 | A Richmond Organization. |
| Cherry Blossom Festival | B.C. Wakayama Kenjin Kai | \$10,000.00 | \$10,000.00 | Support Festival |
| Richmond's Aboriginal History and Future | Connections Community Services Society (operating as Richmond Youth Service Agency) | \$5,000.00 | \$5,000.00 | Need to know how this project will connect with the past. Grow event for future years. |
| Hamilton Night Out | Hamilton Community Association | \$8,500.00 | Tabled | Will be invited to resubmit a new application with a stronger 150 theme and history component. |
| 150 Years of Food Culture in Richmond | Michelle Li & Rhonda Wepler | \$10,000.00 | Tabled | Have withdrawn application and will resubmit for second intake. |
| Summer Arts Festival 2017 | Richmond Chinese Community Society | \$9,950.00 | Tabled | Group needs to expand on the "150" theme. |
| Richmond Eats, Farm to Fork Cookbook | Richmond Food Security Society | \$9,980.00 | Tabled | Food focus |
| Richmond Regional Heritage Fair | Richmond Museum Society | \$5,000.00 | Tabled | Annual event. |
| South Arm's Canada 150 Celebration | South Arm Community Association | \$10,000.00 | Tabled. | Free family event celebrating 150th by highlighting Canada's favourite sport - hockey. Expanded version of annual event. Will be invited to resubmit a new application with a stronger 150 theme and history component. |
| Dance Canada | Sudnya Dance Academy | \$10,000.00 | Tabled | Need to determine if Academy can partner with a not-for-profit. |
| Oral Histories for the Land and Sea to the Land and Sea | The Sharing Farm Society | \$10,000.00 | Tabled | Committee would like to know who the speaker/presenters will be Maybe consider keeping it under the guidance of the City. |
| Summer West Fest at West RCC | West Richmond Community Association | \$6,350.00 | Tabled | Annual event. Receive sponsorship from local businesses. Will be invited to resubmit a new application with a stronger 150 theme and history component. |
| Tomekichi Homma Spring Carnival | Tomekichi Homma Elementary PAC | \$10,000.00 | Tabled | PAC group, organizing a carnival with a 150 theme. This is an annual event. Invited to resubmit application for second intake. |
| Britannia Condos Annual Summer BBQ | Britannia Condos | \$1,200.00 | \$0.00 | Annual event held for neighbours. Receive a small grant for their event already. The budget outlined only has food and a donation to Rotary. |
| Restoration of a Historic Boat MV Burnaby | Britannia Heritage Shipyard Society | \$10,000.00 | \$0.00 | Project should come out of the capital budget program. |
| The War Canoe Project | Britannia Heritage Shipyard Society | \$10,000.00 | \$0.00 | Capital project, minor community engagement. Applied through Richmond Community Foundation |

| | | | | |
|--|-----------------------------------|------------------|-----------------|---|
| Osterly Park Canada 150 Block Party | Osterly Park Social Committee | \$5,000.00 | \$0.00 | Community BBQ. Receive some funds from the Strata. \$2600 of the budget expense is for food. |
| Canada 150 Celebrates Minor Hockey in Richmond | Richmond Minor Hockey Association | \$575.00 | \$0.00 | Open skate for Richmond residents. RACA should come forward on this project. No funding recommended |
| Welcome Back to Steveston Pool Kigoos | Richmond Swim Club | \$3,700.00 | \$0.00 | Club specific - did not include "150" theme in application. No funding recommend. |
| Total | | \$265,005 | \$79,500 | |



CANADA 150 COMMUNITY CELEBRATION GRANT SUBMISSIONS SUMMARY SHEETS



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Project – Cherry Blossom Festival

NAME OF ORGANIZATION: B.C. Wakayama Kenjin Kai

DESCRIPTION:

To introduce the first ever an authentic/traditional “Cherry Blossom Festival” in Richmond at Garry Point Park when 255 Akebono cherry trees are in full bloom to commemorate and celebrate the 150th Anniversary of Canada’s

DATE(S)/TIME(S): Since cherry blossom is weather dependent, it should take place between mid-March and early April and on a fine spring weekend (requires about two weeks of window for full bloom).

LOCATION: At Garry Point Park

Budget:

BUDGET: \$10,000

TOTAL AMOUNT REQUESTED: \$10,000

STEERING COMMITTEE RECOMMENDED AMOUNT: \$10,000

Other sources of Funding: No

Steering Committee Comments: Plan on supporting the festival by providing full requested amount. Would like to see this be an annual event.

Project – Black History Month Celebration 2017 - Celebrating the History & Contributions of Black Canadians to Canada

NAME OF ORGANIZATION: CHIMO Community Services

DESCRIPTION:

February is Black History Month in the US and in Canada. A time for the Black community to share its rich history and contributions.

The goal is to provide events throughout the month starting with an Opening Ceremony and continuing on for the rest of February with activities at the library such as: storytelling, music, film screenings, and discussion groups. The Opening Ceremony and the various programs at the library aim to increase the awareness and celebrate the contributions of Black Canadians to Canada.

February 2017 also marks Canada's 150th Anniversary of Confederation and 100th anniversary of 2 important battles, the battles of Vimy Ridge and Passchendaele. It is important to recognize and celebrate the contributions of Black Soldiers to these battles.

The launch of Black History Month is the beginning of a month long celebration. We invite all to take part to learn about the Black community as one of many contributors to what makes Canada great. A special thank you to Ms. Mary Wilson for spearheading this initiative.

DATE(S)/TIME(S): This launch event will take place on Friday, February 3rd, from 4-6 pm.

LOCATION: Richmond Public Library, 770 Minoru Gate #100, Richmond, BC V6Y 1R8

Budget: \$4,300 **TOTAL AMOUNT REQUESTED: \$4,300**

STEERING COMMITTEE RECOMMENDED AMOUNT: \$2,500

Other sources of Funding: N/A

Steering Committee Comments: Strong concept for a month long celebration.

Project – Richmond's Aboriginal History and Future - National Aboriginal Day Celebration

NAME OF ORGANIZATION: Connections Community Services Society (operating as Richmond Youth Service Agency)

DESCRIPTION:

Many of Richmond's community members are unaware of the rich Aboriginal culture and heritage this land has. Richmond Youth Service Agency is home to Pathways Aboriginal Centre, the only Indigenous Gathering Place in Richmond. While the statistics show only 1-2% of our population claim Aboriginal heritage on official documents, in our experience there is about twice that in the community. Our centre offers programs year round for families, including Pow Wow Dancing, Cultural Art and Activity Programs, Food Classes and Social Gatherings. For Canada 150 we would like to have an extra special Richmond National Aboriginal Day to tie the past with the future and showcase our amazing Aboriginal artists, including dancers, singers, story tellers, poets and more! In addition, we would like to engage the community in participating in some of these cultural activities, such as making a Talking Stick that they can take home and learn how to use and a Pow Wow dance lesson! Community Partners are also invited to showcase their work through info tables at the event. In our experience events like these help to break down barriers and stereotypes and celebrate the strength and beauty of Aboriginal Culture within our community. We want this year to be an extra-large celebration to reach even more of our community members and increase knowledge and pride of our Canadian Aboriginal Heritage and Community.

DATE(S)/TIME(S): Either June 17 or 24, 2017

LOCATION: Preferably Minoru Park or Steveston

Budget: \$8,000

TOTAL AMOUNT REQUESTED: \$ 5,000

STEERING COMMITTEE RECOMMENDED AMOUNT: \$5,000

Other sources of Funding: We will also apply to Celebrate Canada Week, and have some funding through VCH, BCAAFC

Steering Committee Comments: Assist with growing the event for future.

Project – Celebrating our diverse community- A Legacy Project showing migration of our community to Richmond and the Lower Mainland

NAME OF ORGANIZATION: Goan Overseas Association

DESCRIPTION:

The project is in two parts: Creating the documentary legacy: - starting in July 2016, begin to create a multimedia (video and other archival material) documentary of the 50 years of the Goans and related cultures in Richmond and other parts of the Lower Mainland. The legacy part of the project will document the early struggles and later day successes of a community that grew from 5-6 families who arrived in the mid 60's, to a couple of hundred, with the arrival of several dozen hundred more, primarily in Richmond, when Canada accepted the Uganda Refugees, to over 3000 with the further immigration from Goa and other parts of India, and from Pakistan, the Middle East and elsewhere in the world. Our story will share the experiences of immigration to understand the common themes of encountering differences and eventual assimilation. We aim to extend the understanding of the immigration experience, including how families were able to overcome adversity and loneliness, thanks to the welcome and support of Canada and Canadians.

The video and other documentary materials will create legacy which will be made available permanently to educational institutions and libraries.

In July 2017, a one day festival of food, music and dance, open to everyone in the community to attend and celebrating:

- 150 years of Canada and Canadian generosity and kindness to immigrants
- 50 years of the Goans and related cultures in Richmond and the Lower Mainland
- The cultural fusion of the past 2-3 decades as the Goan and other communities increasing fusion with people from other communities and ethnicities to increasingly resemble the vibrant mosaic that is Canada, the Lower Mainland and Richmond.

Showing the documentary at the festival during Canada week and at various other community and library events.
Part 2 will occur on the closest Saturday to Canada Day 2017

DATE(S)/TIME(S): Closest Saturday to Canada Day 2017

LOCATION: Riverside Grand Banquet Hall in Richmond

Budget: \$27,700

TOTAL AMOUNT REQUESTED: \$ 10,000

STEERING COMMITTEE RECOMMENDED AMOUNT: \$2,500

Other sources of Funding: N/A

Steering Committee Comments: The GOAN Overseas Association has a strong connection with the City of Richmond.

Project – Richmond Martial Arts Festival – The History of Martial Arts in Richmond

NAME OF ORGANIZATION: International Karate Organization Kyokushinkaikan Canada

DESCRIPTION:

- To include a one day martial arts festival
- Publish a legacy booklet “The History of Martial Arts in Richmond”
- Publish a digital online publication as well
- To include all like-minded Richmond based martial arts groups
- Including, but not limited to: Judo, Kendo, Karate, Kung-Fu, Tai Chi, Sauate, Taekwondo, Muay Thai, Capoeira
- To include specifically, not for profit groups/organization
- Produce a highlight CD of the festival
- Large volunteer group available, with diverse talents

DATE(S)/TIME(S): Sept – Oct 2017

LOCATION: Richmond BC – Community Facility

Budget: \$8,500

TOTAL AMOUNT REQUESTED: \$ 8,500-9,000

STEERING COMMITTEE RECOMMENDED AMOUNT: \$8,000

Other sources of Funding: No.

Steering Committee Comments: Like concept. Ties well with the history of Richmond.

Project – London Family Farm Day

NAME OF ORGANIZATION: London Heritage Farm

DESCRIPTION:

London Family Farm Day is a community event that caters to young families, with the aim of incorporating heritage aspects of the London Family historic farmhouse, with the current Richmond community. The event provides a place for young children and families to enjoy food, games, and entertainment, whilst learning about Richmond's-- specifically Steveston's - heritage. Many community clubs, teams, entertainers, and public figures come to the event every year, which would make this a great place to celebrate Richmond's 150th anniversary. The event itself is well known within the community, so there is already an existing audience of Richmond locals, however, this funding would grant us the opportunity to grow the event and to expand it to audiences outside of the community. The event showcases some wonderful local talent as well as many local amenities such as the Richmond fire department and the Richmond public library.

Our goal for the celebration of Richmond's 150th anniversary would be to celebrate Richmond's vibrant community in a collaborative, inclusive, and sustainable fashion. We are hoping to contribute in building a connected community and to expand our understanding of people and places-- especially as it pertains to Steveston's history. By tying the past to the present we hope to showcase Richmond, old and new, and to continue to create legacies within the community.

DATE(S)/TIME(S): London Family Farm Day will take place on the third Sunday in August of 2017.

LOCATION: London Family Farm Day will take place at London Heritage Farm in Steveston. The event will take place outdoors, on the main field of the 4 acre property.

Budget: \$3,000 **TOTAL AMOUNT REQUESTED:** Requesting **\$5000** to expand to larger audience

STEERING COMMITTEE RECOMMENDED AMOUNT: **\$2,000**

Other sources of Funding: Donations from the City of Richmond, the Home Depot, Mardon Insurance and Coast Capital savings

Steering Committee Comments: Recommending the organizers touch base on "Who is the London Family?" Also, would like a stronger Canada 150 theme.

Project – Share your Story, Create a Legacy: Showcasing Seniors in Richmond

NAME OF ORGANIZATION: Minoru Seniors Society

DESCRIPTION: Adults 55+ in Richmond have a rich history that needs to be shared and preserved. Often older adults lose what has defined them in the past. Through this project participants will share their wealth of knowledge, history and wisdom and have the opportunity to pass it on to future generations.

Partnering with Brighthouse Library, City of Richmond Seniors Services, Diversity Services and Arts, Culture and Heritage, dynamic presenters and guest speakers will be sought to deliver a keynote presentation and a series of free interactive and engaging workshops.

Workshops will focus on pursuing remote memories, recalling past events and accomplishments and allowing participants to seek personal validation through different variations of reminiscing and storytelling. Variations may include: Physical Keepsakes (scrapbooks, memory boxes); Art (drawing, painting); Writing (memoir, journaling); Nostalgia Kits (keepsakes); Life Story (review/oral history); Music Therapy (recall); Cultural Sharing Sessions (creating cultural harmony) and “Ted Talks” (how stories changes lives).

By exploring their past and relating it to their present, participants will create their own legacies that can be shared through the completed projects and photo documentation.

Encouraging reminiscence and storytelling can offer a number of benefits including improving well-being and self-esteem and lessening decline in one’s overall health. Personal growth and self-discovery can help manage chronic disease while socially engaging and connecting people to their community. For those managing age-related chronic conditions and illness, storytelling and reminiscing may improve cognitive function and reduce pain, isolation, stress and anxiety.

This project will take place during the Activate Health and Wellness Fair 55+, which is a biennial Seniors Services citywide event that attracts over 700 adults 55+ across Richmond. This project contributes to the City’s Seniors Services Plan (2015-2020), Age-Friendly Assessment and Action Plan, Social Development Strategy (2013-2022) and Official Community Plan (2012-2041).

DATE(S)/TIME(S): March 29, 2017

LOCATION: Various rooms and event space in Minoru Place Activity Centre, the Cultural Centre and Brighthouse Library.

Budget: \$ 10,000

TOTAL AMOUNT REQUESTED: \$ 10,000

STEERING COMMITTEE RECOMMENDED AMOUNT: \$5,000

Other sources of Funding: N/A

Steering Committee Comments: Final product should be given to Archives. It is a strong idea, however should add some more historical value.

Project – FUNtastic Canada 150

NAME OF ORGANIZATION: Multicultural Helping House Society Richmond 55+ers

DESCRIPTION:

The Multicultural Helping House Society (MHHS) Richmond 55+ers is an active organization providing health and wellness programs for seniors and caregivers living in Richmond. MHHS Richmond 55+ers is the lead organization of this project and will engage with School District 38 and other Richmond non-profit organizations. Booths and display tables will showcase the services of these partner organizations. Richmond 55+ers will also organize a Filipino-inspired festive event to share and contribute to Richmond's distinct and vibrant cultural diversity. The event will start with a parade around the Richmond City Hall quadrangle led by a band of musicians followed by guests of honor. This ceremony connotes strong friendship between the Philippines and Canada based on the number of Filipinos and Filipino-Canadians living and contributing to the diversity in the Richmond community. The cultural presentations and performances from the invited diverse ethnic communities in Richmond will follow after the flag-raising ceremony. The afternoon events include live music performances in the park and the availability of food trucks. There will be activities such as Zumba, yoga, mini sports games and parlour games. The mini sports games are: fun run, walk game and volleyball, whereas the parlous games are: scrabble, sungka, sipa and Chinese checkers. There will be mini trophies and medals fort eh winders of some of the support. These games are open to all ages and the general public.

DATE(S)/TIME(S): Saturday, June 10, 2017

LOCATION: AM: at the Richmond City Hall quadrangle (Save-A-Day request) and PM: at the Minoru Park (on permission)

Budget: \$ 9,850

TOTAL AMOUNT REQUESTED: \$ 9,850

STEERING COMMITTEE RECOMMENDED AMOUNT: \$2,500

Other sources of Funding: N/A

Steering Committee Comments: Filipino inspired event – wanting to contribute to Richmond's already distinct culture.

Project – explorART 2017 Canadian Painting & Design Competition for Children & Youth

NAME OF ORGANIZATION: New Primary Colour Arts Foundation

DESCRIPTION:

"explorART 2017 Canadian Painting & Design Competition for Children and Youth" is organized by New Primary Color Arts Foundation, a Richmond-based non-profit-organization for young art students, aiming to bring a big platform to Children and young students who are interested in painting or learning arts to present their talent and creativity on art and design. It's open to all kids and students aged from 5 to 22 to attend. As we all know, 2017 is the big celebration of Canada's 150 Birthday, and we are happy to encourage the young generation to express their love and appreciation to Canada's birthday by using arts, the most beautiful language in the world. The theme would be "My Home".

We are glad to promote this event in our diverse community and receive artworks from different ethnic groups. Canada might be the adapted new home for immigrant families and it's lucky for the Children of immigrants to grow up under the combination of their original culture and Canadian culture.

The competition will start in early February with the event promotion, and give students plenty of time to prepare their work. The submission deadline is the end of September. We are going to hold a big award ceremony and exhibition for excellent works afterwards in Richmond. We plan to have the exhibition on a professional art gallery, and the award ceremony in a theatre or conference hall which is good to hold events for approximately 500 audiences.

DATE(S)/TIME(S): We'll start the event marketing and promotion in mid-January, and send out the event information to the public for participation. The submission deadline is end September. Then, the judging committee will have the competition results ready in mid-October. The award ceremony and exhibition will be in November 2017.

LOCATION: The competition will take place mostly in Richmond, including the press conference, judging, award ceremony and exhibition. We are planning to have the press conference and judging held in a hotel conference room, the award ceremony take place at a theatre with stage, and the exhibition in an art gallery or Richmond Public Library exhibition hall.

Budget: \$17,000

TOTAL AMOUNT REQUESTED: \$10,000

STEERING COMMITTEE RECOMMENDED AMOUNT: \$2,500

Other sources of Funding: None, however we are trying to find sponsors.

Steering Committee Comments: This group primarily teaches art to children.

Project – The RCS Canada 150 Carving Show

NAME OF ORGANIZATION: Richmond Carvers Society (RCS)

DESCRIPTION:

A two day judged carving show with special categories as follows:

- First Nations Art (focussed on Ceremonial and Historical Art)
- Native birds and fish (focussed on Richmond wildlife and the Fraser River)
- Canada 150 Art (Open category with a Canada 150 theme).

These categories will celebrate the rich history of Richmond and its Cultural Diversity leaving a lasting Legacy through the encouragement and awareness of Wood Carving as an Art Form. The addition of First Nations Carvings will re-enforce the rich history of Richmond and will assist in identifying and celebrating Richmond's past. Prizes will be offered in these categories.

DATE(S)/TIME(S): 27th & 28th May 2017 and throughout the summer months.

LOCATION: Steveston Community Centre & Britannia Shipyard.

Budget: \$ 15,500

TOTAL AMOUNT REQUESTED: \$10,000

STEERING COMMITTEE RECOMMENDED AMOUNT: \$8,000

Other sources of Funding: We will make up budget shortfall from RCS funds.

Steering Committee Comments: The event will take place over two days and will include an open category with a Canada 150 theme.

Project - 150 years on -The gift of our Journey's

NAME OF ORGANIZATION: Richmond Family Place Society

DESCRIPTION:

We will create a lasting memory of Canada's 150th birthday by creating a storybook that reflects the journey's, cultures and experiences of families participating in programs at Richmond Family Place. A legacy to our community, our families and our country. We are a diverse community who, through our wide variety of programs, gathers local families and caregivers from many socio economic backgrounds, new immigrants and refugees, intergenerational volunteers and vulnerable and at risk new mothers and fathers.

Our goal is to gather stories, ideas and experiences that help us identify the common bonds we share as parents, children, workers, volunteers, immigrants and Canadians. From these shared experiences we would weave a cohesive story that reflects the diversity and richness of Richmond Family Place, the city of Richmond and our country, Canada. This would be accomplished in the following ways:

Trained parent mentors will facilitate sharing circles once per week covering all 11 RFP program sites in Richmond where families, staff and volunteers will be invited to share food from their cultures of origin, and to share their family history, cultural heritage and arts together. The content will be guided by the participants and could include dance, oral traditions, art and song. The parent mentors will record the information at each group and produce a storybook that reflects the experiences shared; gathering input and support for this from staff, board and community partners.

We believe the process of engaging with our community for a targeted project will inspire excitement, creativity and a deeper sense of belonging.

DATE(S)/TIME(S): Once per week over 52 weeks, from January 2017 through December 2017

LOCATION: At our 11 program locations in the community, including Hamilton, Lang, City Center Community Centres, Neighbourhood Learning Centre, Steveston, Cambie and Brighthouse Public Libraries, The Richmond Food Bank, Steveston Park and our Main site.

Budget: \$10,000

TOTAL AMOUNT REQUESTED: \$10,000

STEERING COMMITTEE RECOMMENDED AMOUNT: \$7,300

Other sources of Funding: In-kind support for art supplies, office supplies etc. up to \$2,000 in addition to the amount applied for in grant

Comments from Steering Committee: Good concept - reflecting on journeys, cultures and experiences of different families.

Project – "Sing for Life" a free concert for the City of Richmond celebrating a 150 years of Music in Canada and 15 years of the RYHC choirs

NAME OF ORGANIZATION: Richmond Youth Choral Society

DESCRIPTION:

Our project is a free concert for the City of Richmond celebrating the 15th Anniversary of the the RYHC and Canada's 150th! The concert will feature the Richmond Youth Honour Choirs, (RYHC), an Alumni Choir and the Richmond/Delta Youth Orchestra (RDYO), and hopefully First Nations dancers. (I am in discussions with Mary Fontaine, a Richmond Resident and First Nations Elder, on connecting with Dancers) The concert will feature First Nations music, (one song is particular by Mary Fontaine, her family Honour song, which the RYHC has been given special permission to perform, Canadian Folk music from a variety of immigrant backgrounds and new works by Canadian composers of immigrant families. The highlight of the concert will be the world premiere of a new commission by the RYHC of the internationally acclaimed and award winning, Timothy Corlis. Tim is also a BC Resident and Doctoral Graduate of UBC. This will be a larger work, @ 10 minutes in length (2 parts combining into a larger work) that will feature the RYHC Choirs and the RDYO Senior Strings. The theme of the song is "Sing for Life" expressing our diverse Canadian story through song. Our history of singing from our first Nations, through our entire immigrant Folk Songs has carried us through all the peaks and valleys and will carry us through into the future. Singing together is such a great metaphor for healthy community. Harmony recognizes diverse melodies, parts and unity through multiple different voices, rehearsal recognizes that Relationship needs to be practised, and that grace and forgiveness help us get through the wrong notes, and listening, we MUST listen to each other to be in tune with each other and make really great music together, every voice matters, but no voice can carry it alone!

DATE(S)/TIME(S): May 6 or 27, 2017. The exact date still being negotiated by all the participants. The facility is booked for both until settled.

LOCATION: Fraserview Church, 11295 Mellis Drive, Richmond BC, V6X 1L8

Budget: \$13,572.12

TOTAL AMOUNT REQUESTED: \$ 10,000

STEERING COMMITTEE RECOMMENDED AMOUNT: \$5,000

Other sources of Funding: We are working on some corporate sponsorship as well and looking for other grants.

Comments from Steering Committee: Good collaboration between groups. Nice to have a Richmond – Canada 150 song.

Project - Walking tour Vignettes

NAME OF ORGANIZATION: Steveston Historical Society

DESCRIPTION:

The Steveston Historical Society, together with the Steveston Museum, would like to celebrate Steveston's past by enhancing the existing walking tour programs of the village by adding a series of heritage vignettes using costumed interpreters.

The existing educational walking tour scripts will be dramatized by an experienced playwright and taken to Richmond high school drama teachers to rehearse with their students during the school year. The final performances will be presented publicly on the streets of Steveston village, and the project will have had the added advantage of involving youth in arts and heritage programming, inspiring interest and investment in these fields from this next generation of Richmond residents.

The Steveston Historical Society will initiate the brainstorming stage of this project in August 2016, bringing together a playwright, staff from the City of Richmond, a drama teacher from the Richmond School District, and representatives from the Gulf of Georgia Cannery, Steveston Merchants Association and Britannia Heritage Shipyards. Together these individuals and groups will plan in detail the scope of this project. This initial collaborative process is funded by the Richmond Community Foundation and has the goal of deciding how best to proceed with implementation.

DATE(S)/TIME(S): Play development will begin in October 2016; rehearsals in January 2017, performances will begin at the end of spring in 2017.

LOCATION: Selected locations in Steveston village

Budget: \$27,200

TOTAL AMOUNT REQUESTED: \$10,000

STEERING COMMITTEE RECOMMENDED AMOUNT: \$8,000

Other sources of Funding: SHS to provide in-kind funding (Meeting room rental, admin, etc.) & they hope to secure funding from the BC Arts Council & Richmond Community Foundation.

Steering Committee Comments: Group requested to ensure the accuracy of historical events.

Project – The Claysmith Rd. 150 Canadian Celebration Party/Anniversary

NAME OF ORGANIZER: Doug Symons & Dawn Thomson

DESCRIPTION:

Claysmith Rd is one block long and was developed for housing in the mid 50's and early 60's. Our house, 8191, was one of the last to be built and is the only original home owned by the original owners. Most residents at that time were young with children. Over the years everyone else has moved away but has kept touch with the original owners. The proposal is to have a Claysmith Rd. reunion for those who have lived on Claysmith for more than 10 years, and those who currently live there. Current resident meet the past home owners, share stories and realize what a wonderful community and country we live in.

There have been some ethnic changes on this street and it is hoped that a celebration of this type might encourage people to open their gates and feel more comfortable in this neighbourhood.

There will be a brief history of events that led up to the Confederation of Canada and some of the past achievements of the Dominion of Canada.

This will end with a toast to Canada with the singing of "Oh Canada".

The front and back yards will be decorated with flags and people will be encouraged to bring their cameras and take pictures of one another.

DATE(S)/TIME(S): July 1, 2017

LOCATION: 8191 Claysmith Rd

Budget: \$600 **TOTAL AMOUNT REQUESTED: \$600**

STEERING COMMITTEE RECOMMENDED AMOUNT: \$200

Other sources of Funding: N/A

Steering Committee Comments: Neighbourhood group wanting to put together a Canada 150 celebration. No funding will be provided for food.

Project – Our Canadian Bookcase

NAME OF ORGANIZATION: Textile Art Guild of Richmond

DESCRIPTION:

Our Canadian Bookcase is a project by the Textile Arts Guild of Richmond (TAGOR). Our community partners include Richmond Public Library and Richmond Media Lab.

The goal of this project is to celebrate the past by highlighting the many outstanding books by Canadian authors, which the majority of the Richmond public might not be familiar with – but would be interested in reading.

TAGOR is proposing to create a quilted fabric art wall hanging, approximately 5' by 7' to celebrate Canada's 150th Year. The original fabric art work would be donated to the Richmond Public Library for display during future Canada Days. This artwork would be designed to resemble a bookcase, with each book cover featuring a title by a Canadian author. The shelves would also incorporate famous Canadian icons and symbols. (See attached image)

The Richmond public will be invited to complete an entry form, listing the individual's favorite Canadian book/author and the reason why they like it. People can enter on-line or in person at any Library branch. Then, the public can vote on their favorite title. The top 40 to 50 titles will be incorporated on the wall hanging.

In addition to suggesting titles, the public can also help create the wall hanging in a series of 5-6 sewing sessions in the spring of 2017. The Richmond Media Lab will video these public sewing sessions and create a 5 to 7 minute video, which will be a part of the final display.

The wall hanging will be on display at the main branch of the Richmond Library in June and July 2017. An opening Reception Night for the public and invited guests will be held in the first half of June 2017. From August to December it will "tour" various civic locations including Richmond City Hall and community centres.

DATE(S)/TIME(S): January 15, 2017 - December 31, 2017

LOCATION: Various locations around the City of Richmond

Budget: \$2,600

TOTAL AMOUNT REQUESTED: \$ 2,600

STEERING COMMITTEE RECOMMENDED AMOUNT: \$2,000

Other sources of Funding: Yes in-kind - from Library (Venue, publicity, print design) From Media Lab (Video editing)

Steering Committee Comments: Great concept. Grant does not include funding for the Reception which has been outlined in the budget expense.

Project – Red Curtain Arts Series

NAME OF ORGANIZATION: Thompson Community Association

DESCRIPTION:

I Metro Vancouver talent – Artists, Musicians, Painters, Photographers, Dancers, Writers, and Poets
ided in partnership with JN Burnett Secondary School

Art Attack Group

The feature event of the Red Curtain Arts Series will be a Canadian Community Picnic Party.

Expanding the scope of our current Community Picnic ev

while fostering a sense of community spirit. Scheduled for the second week of July (tentatively July 8th from 1:00pm to 4:00pm), this free party will kick off with a native prayer and singing of O Canada.

The event will include:

- Artists, Musicians, and roving entertainment)
ths, Canada flags, tattoos, stickers, face paints)
Arts Council of Richmond to develop a community

legacy

d/produce/preserves/photography/crafts) supporting

community businesses

White Spot)

build a vibrant and healthy community
chmond (partner with Richmond Archives or Richmond

Museum?)

lon eating contest, ring toss, tug of war)

ll game and a Thompson program for a family

DATE(S)/TIME(S): Every Saturday starting in January 2017

LOCATION: Thompson Community Centre

Budget: \$20,000

TOTAL AMOUNT REQUESTED: \$10,000

STEERING COMMITTEE RECOMMENDED AMOUNT: \$2,500

Other sources of Funding: Thompson Community Association and in kind sponsorship

Steering Committee Comments: Canadian Community Picnic Party –programming on every Saturday in 2017. A historical component about Thompson should be added.

Project – Stories of an Experience of Homelessness in Richmond

NAME OF ORGANIZATION: Turning Point Recovery Society

DESCRIPTION:

We are proposing an innovative way to celebrate Canada's 150th by empowering Richmond residents who have lived-experience of homelessness and poverty in Richmond to tell their stories in a way that celebrates their successes and positive experiences in our community. Through our work with Richmond's most vulnerable, and in partnership with other providers, we have identified this as an initiative that our clients want to do as a means of validating their experiences while at the same time acknowledging the unique and positive attributes of Richmond and our country as a whole.

In this project, we will interview eight individuals with lived-experience to hear what they love about the community of Richmond and why they choose to live here despite the challenges and hardships they have faced. This appreciation for the City is something clients often talk about, and they have expressed a desire to share this with others. Their stories will be published in a booklet that will be distributed to partner organizations, hospitals, schools and libraries in Richmond. We will also create an e-publication that can be added to over time as part of this project's legacy that will allow for inclusion of the whole community.

At the launch of the book and e-publication, we will host a forum for the community to hear these stories from the authors themselves. The individuals chronicled in this project will be panelists at the forum and provide insight into their experiences, so that the community can better understand Richmond from their point of view. This aligns well with the Canada 150 grant priorities, and provides an opportunity to celebrate the past of these individuals and our community. Given the diversity of our population and rich history, imagine the other stories that could be told and added for years to come!

DATE(S)/TIME(S): Interviews to collect stories from our target population will take place in December 2016 and January 2017. The publication will be distributed in June 2017 at the same time the forum is held.

LOCATION: Interviews will be conducted in the community at a location that feels comfortable and safe for the story-tellers. The project will be housed at Turning Point offices, and the forum will take place at Minoru Cultural Centre.

Budget: \$9,400

TOTAL AMOUNT REQUESTED: \$ 9,400

STEERING COMMITTEE RECOMMENDED AMOUNT: \$4,000

Other sources of Funding: Yes – Turning Point staff time for administrative oversight of the project and the community forum will be provided as an in-kind contribution from Turning Point through Turning Point's existing program budgets, contracts and operations.

Steering Committee Comments: The Society should liaise with City staff. Given the nature of the project, funding for meals is provided for this project.

Project – Oh Canada - Multicultural Creative Writing Festival 2017

NAME OF ORGANIZATION: WS Multicultural Group

DESCRIPTION:

For celebrating Canada's 150 years birthday via multicultural creative writing and lightening up community spirit we are applying to host "Oh Canada – Multicultural Creative Writing Festival 2017" at Richmond Public Library co-sponsored by City of Richmond, Culture Days, Vancouver Foundation, Richmond Cares Richmond Gives, and Richmond Public Library

Date: September or October 2017

Time: 2:00 PM – 6:00 PM

Location: Richmond Public Library – Brighthouse Branch (100-7700 Minoru Gate)

Everyone is welcome to participate in this event from famous poets and writers to any individual who is passionate about creative writing. All participants will read their writing in their preferable languages and contribute to their unique talent into this event.

A book will be published after the recitation for all submissions and will be sent to every participant as an appreciation. Submissions are very welcomes. Each submission shall be involved with your own experience with Canada and no more than 2,000 words include poetries, essays, short stories, etc. if written in other languages rather than English, please provide a brief English translation. You can provide a brief writers introduction and a photo to be published in the book if you want.

DATE(S)/TIME(S): One afternoon during Culture Days

LOCATION: Richmond Public Library

Budget: \$10,000

TOTAL AMOUNT REQUESTED: \$ 9,000

STEERING COMMITTEE RECOMMENDED AMOUNT: \$2,500

Other sources of Funding: Yes

Steering Committee Comments: Interesting project for a local organization.



Section 2: Tabled Projects

Project – Hamilton Night Out

NAME OF ORGANIZATION: Hamilton Community Association

DESCRIPTION:

Hamilton Night Out is an annual special event hosted by Hamilton Community Association and its community partners. It has been the premier event for families and their children in the Hamilton Community for the past 20+ years and now takes place at McLean Park. The event invites Richmond organizations to set-up fun, interactive, and educational booths as an opportunity to connect with Hamilton residents and build a greater sense of community. The event has a variety of entertainment such as carnival games, prizes, bouncy castles for children and a watermelon eating contest. The event culminates in an outdoor movie that begins at dusk. The following are some of the events past community partners: LaFarge, Hamilton Elementary's Parent Advisory Committee, Richmond Public Library, Sonfire Taekwondo, Nanaksar Gurdwara Gursikh Temple, Bethany Baptist Church, Starbucks, Richmond Fire-Rescue (Fire Hall No. 5), BC Responsible Gambling, Richmond Nature Park, Richmond Physical Literacy, and more.

Hamilton Night Out already celebrates Richmond's distinct and vibrant cultural diversity each year by partnering with local organizations and bringing together families from different ethnic backgrounds to celebrate their growing community. Each year the event's attendance increases and in 2017 the goal is to make the event bigger and better than it has ever been and celebrate Canada's 150th anniversary.

DATE(S)/TIME(S): June 29, 2017 from 6:30pm - 11:00pm

LOCATION: McLean Park, 22500 McLean Ave, Richmond, BC V6V 2P7

Budget: \$11,500

TOTAL AMOUNT REQUESTED: \$ 8,500

Other sources of Funding: Yes, LaFarge is our major partner for the event and donate a total sum of \$3000

Steering Committee Comments: Association will be invited to resubmit a new application with a stronger 150 theme and history component.

Project – 150 Years of Food Culture in Richmond

NAME OF ORGANIZERS: Michelle Li & Rhonda Weppeler

DESCRIPTION: Our goal is to develop a booklet/cookbook & blog on Richmond's food culture over the last 150 years. It would be based on City archives and research. Rhonda would also host a series of talks based on the history of food culture in Richmond with a strong image component and will contribute images for booklet for recipes and information (paintings, photos etc.) for book. We would like to showcase the cultural diversity of Richmond, while also celebrating the different eras in food culture. We would wrap up with a celebration and sampling event of Richmond's food culture over last 150 years.

DATE(S)/TIME(S): Over the year in 2017 – mostly Spring/Summer

LOCATION: In Community centres & local historical buildings

Budget: \$10,000

TOTAL AMOUNT REQUESTED: \$10,000

Other sources of Funding: No

Steering Committee Comments: Application has been withdrawn. Will work with the Richmond Food Security.

Project - Summer Arts Festival 2017 (Canada 150)

NAME OF ORGANIZATION: Richmond Chinese Community Society

DESCRIPTION:

Art is the Soul of our Society. Summer Arts and Music Festival is an Indoor and Outdoor event. Location is central and at a Sky train and a Shopping Mall with ample parking. This is a free event for public. They are basically divided into Stage performance and Display showings.

Stage Performers are either by invitations or through auditions. A fee will be paid to each performer. Display showcases are primarily outdoor along the strip. They are walled off with metal steel construction fence for hanging art works. Otherwise tables and chairs can be provided to artists like potters, glass-maker...etc. All hanging art works or table displays will be attended by the Artists personally. Artists are allowed to sell their works on the strip.

Meet the Artists. This is a good opportunity to meet and talk to the artists. We try to encourage a dialogue between the artists and the public. Also it is a good chance for the Artists to meet the other Artists. A chance for the artist to showcase his/her works.

Creativity and one of a kind design will make such a unique event.

DATE(S)/TIME(S): Saturday, July 29, 2017 from 10 AM to 6 PM

LOCATION: Inside Lansdowne Centre & Lansdowne Sky train station (strip of pedestrian walkway from Alderbridge Rd to Lansdowne Rd)

Budget: \$9,950 **TOTAL AMOUNT REQUESTED: \$9,950**

Other sources of Funding: N/A

Steering Committee Comments: Invited to resubmit. Group will need to expand on the "150" theme.

Project – Richmond Eats, Farm to Fork Cookbook

NAME OF ORGANIZATION: Richmond Food Security Society

DESCRIPTION:

The Richmond Eats, Farm to Fork cookbook will be a cultural, culinary, and historical celebration of Richmond's vibrant agricultural story. Connecting the past, present and future through ethnic family recipes, photos, and untold memoirs of the local people, this book will bridge our bountiful farms to the dinner tables of Richmond residents.

With Richmond Eats, the Local Eating Challenge (<http://raiseathon.ca/richmondeats>) enthusiastically received by local residents, we aim to gather a collection of culturally-diverse recipes featuring Richmond-grown ingredients to increasingly promote Richmond's farms to Richmond residents.

From handmade Wontons with local bok-choy, Polish casseroles with nugget potatoes, creamy laksa with home-grown sprouts, to tangy kombucha with fresh blueberries, recipes will be highlighted with beautiful archival and current photos, stories, and aspirations from farmers who produce the food and cultures to which the history belongs to. We will spend time gathering stories from the Richmond archives, and through direct conversations with diverse residents and farmers.

The resulting cookbook will be freely available to all as a PDF on our website, and we will seek additional funding to produce print copies. The book will be a wonderful compliment to other Canada 150 events that we are currently planning for 2017, including partnering with the Parks Department for the 2017 Harvest Festival, the annual Richmond Eats Local Eating Challenge, as well as heritage seed celebrations at Seedy Saturday and the Richmond Community Seed Library.

Food connects people across cultures and time; this cookbook will create a lasting memory of Canada's 150th anniversary of confederation, celebrate Richmond's distinct cultural diversity, and build vibrant, healthy and connected communities.

DATE(S)/TIME(S): The cookbook will be finalized in July 2017.

LOCATION: The resulting cookbook will be available on our website.

Budget: \$ 9,980 **TOTAL AMOUNT REQUESTED: \$ 9,980**

Other sources of Funding: Not for this project, though we plan to seek funds to publish hard copies of the cookbook.

Steering Committee Comments: Food focused event. Will collaborate with Michelle Li and Rhonda Weppler.

Project – Richmond Regional Heritage Fair

NAME OF ORGANIZATION: Richmond Museum Society

DESCRIPTION:

The Richmond Museum is thrilled to commemorate the 150th anniversary of Confederation through its annual Richmond Regional Heritage Fair.

The Richmond Regional Heritage Fair is an annual showcase of Canadian history projects created by Richmond's youth. Elementary and secondary school students research a topic in Canadian history and present their findings using a creative three-dimensional display. At the Richmond Regional Heritage Fair, students are interviewed about their research, take part in enriching workshops and field trips, and present their Heritage Fair projects in a public showcase. The general public of all ages is invited to visit the Richmond Regional Heritage Fair to learn about Canadian history and heritage and enjoy free, family-friendly activities. Following the Richmond Regional Heritage Fair, five students will represent Richmond at the BC Provincial Heritage Fair. Every year thousands of students across the country participate in the Heritage Fairs program.

Canada 150 provides the perfect opportunity to take the Richmond Regional Heritage Fair to the next level. The Richmond Museum will collaborate with the Richmond School District, Richmond Public Library, Richmond teachers, and local history and heritage organizations to develop new teaching and learning tools to encourage students to create Heritage Fair projects about local community history. These Heritage Fair materials will celebrate the past, encourage historical inquiry and expand understanding of the people, places and achievements of Canada and Canadians through Richmond stories.

At the Richmond Regional Heritage Fair, the Richmond Museum will work with its Richmond Regional Heritage Fair Organizing Committee, which includes a team of motivated and enthusiastic youth alumni, to plan activities that will create lasting memories of Canada's 150th anniversary of confederation. This will include inviting performers to celebrate Richmond's distinct and vibrant cultural diversity, and planning activities that encourage deeper reflection on the significance of Canada 150.

DATE(S)/TIME(S): May 12-13, 2017

LOCATION: Richmond Cultural Centre, 7700 Minoru Gate, Richmond BC

Budget: \$10,000

TOTAL AMOUNT REQUESTED: \$ 5,000

Other sources of Funding: The Richmond Museum will apply for grants through the BC Heritage Fairs Society, Richmond School District, Richmond Heritage Commission and Britannia Shipyards National Historic Site.

Steering Committee Comments: An annual event that requires more of a "150" component.

Project – South Arm's Canada 150 Celebration

NAME OF ORGANIZATION: South Arm Community Association

DESCRIPTION:

We envision South Arm's Canada 150 Celebration to be a free family event where all diverse community members - local families, businesses, service providers, artists, volunteers and newcomers can come together and share Canadian-inspired foods, entertainment, artisan area and activities and games for individuals of all ages. Our objective is to create a fun and welcoming environment where community members can learn about the different services and resources available in their neighbourhood. We believe that by doing so, we will continue to build a more inclusive, healthy and engaged community which supports the City of Richmond's Council Term Goals to create a vibrant, active and connected city.

With the support of community organizations such as Richmond Multicultural Community Services, Richmond Schools Volunteer Association and South Arm Community Police, we plan to celebrate Canada's 150th birthday by highlighting Canada's favourite sport-hockey. Activities/games and interactive vendor booths will explore Canada's love, connection and history of hockey. In addition, we will host a hockey-thon in attempt to break the Guinness World Record for the longest hockey game of 53 or more hours and hope to have various age groups and possibly corporate groups are a part of this.

Furthermore, proceeds from our concession by donations and a possible silent auction will go to a selected local charity. Our stage and performance area is intended for local and Canadian singers, bands, dancers, entertainers to do demonstrations and performances throughout the event.

DATE(S)/TIME(S): Saturday, July 8, 2017

LOCATION: South Arm Community Centre and Park

Budget: \$20,500

TOTAL AMOUNT REQUESTED: \$ 10,000

Other sources of Funding: South Arm Community Association

Steering Committee Comments: A free family event celebrating 150th by highlighting Canada's favourite sport – hockey. It is an expanded version of an annual event. Association will be invited to resubmit a new application with a stronger 150 theme and history component.

Project – Dance Canada

NAME OF ORGANIZATION: Sudnya Dance Academy

DESCRIPTION:

Dance is an art form that travelled to Canada from the countries that Canadians have immigrated to Canada from. Over time, Canadians have been able to exchange dance forms and dance ideas with each other, deepening our appreciation for each other's cultures and traditions, while creating many new dance forms. It is a great source of pride that we can use traditional and new forms of dance to represent our Canadian culture.

Dance Canada is a series of dance-related events taking place throughout 2017 which celebrate Canada's rich multicultural history and seek to expand our understanding of the people, places and achievements of Canadians through dance.

Dance Canada will provide free opportunities for attendees and participants to participate in interactive workshops, learn about cultures, and provide to appreciate talent cultivated from the lower mainland and around the world.

Dance Canada events include:

1. Celebrations for International Dance Day:

- Interactive dance workshops showcasing dances from around the world;
- Youth speaker series featuring topics which include: immigrant dance experiences, yoga and movement, nutrition and wellness and other topics of interest to youth who are interested in pursuing dance and movement as a career; and,
- An integrated multicultural dance performance in celebration of International Dance Day, culminating in a harmonious circle of dance which expresses and represents of Canada's history of multicultural harmony.

2. Stories through Dance:

- A storytelling series where attendees will learn about Canada and Richmond's diverse history, traditions and folk tales through dance and movement.

- Stories Through Dance will provide historical and mythical context for the lasting legacy of Canada's diversity.

Through dance we aim to build vibrant, healthy and connected communities while showcasing Canada's distinct and vibrant cultural diversity.

Dance Canada celebrates the dance traditions which, brought to Canada from around the world, built Canada's legacy of national pride.

DATE(S)/TIME(S): Dance Canada will take place throughout 2017. For dates please see pages 1-2 of Attachment 1.

LOCATION: Dance Canada events will take place throughout Richmond. For details, please see page 2 of Attachment 1.

Budget: \$ 10,000

TOTAL AMOUNT REQUESTED: \$ 10,000

Other sources of Funding: We are currently seeking sponsorship from Richmond businesses.

Steering Committee Comments: Need to determine if the Academy can partner with an Association or a not-for-profit.

Project – Oral Histories from the Land and the Sea to the Land and the Sea

NAME OF ORGANIZATION: The Sharing Farm Society

DESCRIPTION:

Oral storytelling is the oldest form of record keeping. We want to celebrate Canada's 150 with a series of potlucks around the hearth of our outdoor cob oven.

The 4 potlucks would have invited speakers telling stories about Richmond's Farming, Fishing, and First Nations History: Japanese Farming History, Eurocentric Farming History, First Nations, and Fishing. An invited artist at each potluck would create artwork capturing the essence of the stories told that evening. Each potluck will also have representative food matching that evening's theme.

The Garlic Festival would bring back the speakers from the potlucks for shorter talks before a cooking demonstration showcasing a representative meal. And invited artist to the festival would also capture the 4 themes with a family friendly craft and moving art during the festival.

The potlucks and the festival are open to all and family friendly.

DATE(S)/TIME(S): 4 evenings in June and August 20, 2017

LOCATION: The Sharing Farm Healing Garden 2771 Westminster Hwy.

Budget: \$13,400

TOTAL AMOUNT REQUESTED: \$ 10,000

Other sources of Funding: For the garlic festival, yes

Steering Committee Comments: Committee would like to know who the speaker/presenters will be. Stories will be documented.

Project – Tomekichi Homma Spring Carnival

NAME OF ORGANIZATION: Tomekichi Homma Elementary Parent Advisory Committee (PAC)

DESCRIPTION:

Our Spring Carnival is an intergenerational opportunity for neighbours, families and local merchants to come together and celebrate the collaborative spirit of our community. The carnival is highly inclusive and allows for input and participation, at every level, from any interested persons. This strategic collaboration has seen the carnival evolve, expand and grow into a well-loved and highly anticipated community event over the past 6 years. The carnival is planned, staffed and coordinated by a diverse volunteer committee that coordinates and collaborates with clubs and community partners to oversee an event that draws over 800 people a year. Homma's carnival contributes to the vibrant, healthy and well-connected community of Steveston!

Our carnival meets the goals of the of the Canada 150 guidelines in these ways:

We will create lasting memories of Canada's 150th anniversary of confederation with a carnival that is centred on the theme of celebration.

We will celebrate Richmond's distinct and vibrant cultural diversity with an event that brings together people from all ages, cultures and backgrounds.

We will continue to build and develop a feeling of connection in our vibrant, healthy and connected community!

Our carnival meets the guiding principles of the Canada 150 guidelines in these ways:

Showcase Richmond: By including local organizations and heritage destinations in our community, newcomers to our school report that the carnival sheds a positive light on all that Richmond has to offer. The carnival offers information booths to the Steveston Cannery and Britannia Shipyards to ensure our ties to these historical locations are embedded in our celebration.

Create legacies: The carnival provides meaningful opportunities for making lasting memories, increasing organization within our parent advisory committee and further developing community connections. There is a real sense of pride in our community that is supported by this annual event.

Inclusive: The carnival provides opportunities for input and participation for everyone at varying levels of time commitments, so no one feels overwhelmed. The event is fully accessible and welcoming to all!

Collaborative: We partner with other groups and organizations to ensure everyone who wants to be included has an opportunity to participate! The school garden club, public health nurse and several local small businesses offer fun and engaging activities for students that promote inclusion and a sense of pride in our community. Countless small businesses and members of the Steveston Merchants Association donate their time and goods to support our event.

Environmentally Sustainable: The school, as a whole, is committed to environmental sustainability and includes students in the carnival's efforts to ensure the event is as green and waste-free as possible.

Coordinated: The event is highly coordinated and makes use of hundreds of family's talents and time to effectively utilize our community resources.

DATE(S)/TIME(S): Friday, May 26, 2017

LOCATION: 5100 Brunswick Drive, Richmond (at Homma Elementary School- in the back fields)

Budget: \$10,100

TOTAL AMOUNT REQUESTED: \$ 10,000

Other sources of Funding: We receive donations of time and goods from Steveston merchants and Homma families

Steering Committee Comments: PAC Group organizing an annual carnival with a 150 theme. Invited to resubmit.

Project – Summer West Fest at West Richmond Community Centre

NAME OF ORGANIZATION: West Richmond Community Association

DESCRIPTION:

Summer West Fest is West Richmond Community Association's signature event. With 400 - 500 people in attendance Summer West Fest is the ideal event to celebrate Canada 150 for the West Richmond community. Currently the event runs from 6:30 - 10:30pm and features live entertainment, children's games, community partner booths, food concession, and a free outdoor movie.

The Richmond Canada 150 grant would be used to enhance the event through capacity building, a community art project, additional entertainment, and by offering free food and giveaways at the event. Outlined below are the key elements that the Richmond Canada 150 grant would support.

- 1) Free Canadian themed food: Current offerings at Summer West Fest include a sponsored corn roast and a concession. These offerings would be expanded by offering free or subsidized local food truck fair and local farmed food that reflects the cultural mosaic of Canada.
- 2) Community Art Project: The theme for this project would be: "Tie the past with the future". Lead by local community artists the project would focus on West Richmond's past through photographs and stories while connecting these images and stories with present day photos and stories. The final art piece(s) would be displayed at Summer West Fest and then displayed in West Richmond Community Centre.
- 3) Local Entertainment: The focus for the local entertainment would be folk music, with the objective of having a diverse range of local talent that highlights the different cultures that make up Richmond and Canada.
- 4) Highlight Canada 150: Provide free prizes and giveaways for games and activities at Summer West Fest. Provide volunteer and staff event shirts that highlight Canada 150.
- 5) Marketing: Increase marketing by exploring new options for promotion such as postcards, increased newspaper ads, and other means.

DATE(S)/TIME(S): Wednesday August 30th 2017, 6:00 -10:30pm

LOCATION: West Richmond Community Centre & Hugh Boyd Park

Budget: \$9,650

TOTAL AMOUNT REQUESTED: \$ 6,350

Other sources of Funding: Yes, sponsorship from local businesses (approx. \$400 and in-kind donations)

Steering Committee Comments: An annual event that receives sponsorship from local businesses. Invited to resubmit.



Section 3: No Funding Recommended

Project – Britannia Condos Annual Summer BBQ

NAME OF ORGANIZATION: Britannia Condos

DESCRIPTION:

We have a Britannia Condos Community BBQ every year (10+) we also received a small grant for our neighbourhood. To grow all the veggies for our BBQ cultural diversity our community is diverse and we will be celebrating all of our cultures together. This BBQ also builds on our already vibrant, healthy connected community. We all look out for each other sharing our personal resources to keep us healthy.

DATE(S)/TIME(S): August 27, 20156

LOCATION: Britannia Condos courtyard

Budget: \$ 1,103.93

TOTAL AMOUNT REQUESTED: \$1,200

Other sources of Funding: N/A

Steering Committee Comments: An annual event, which receives funding already. Budget expense outlined food as the only expense and a donation to the Rotary.

Project – Restoration of the historic boat MV Burnaby

NAME OF ORGANIZATION: Britannia Heritage Shipyard Society

DESCRIPTION:

The MV Burnaby patrolled British Columbia harbours as a working vessel supporting the west-coast fishery. It is a classic 20th century design small coastal tug-boat with narrow beam and hightail. It was used to tow smaller fishing boats known as skiffs (i.e. Fraser River skiffs) before modern fish boats were developed.

The fish-tug evolved from small, open, motorized boats which had replaced sail-powered fishing boats in local waters such as Steveston Harbour. Fishermen soon began experimenting with enclosed cabins and net lifters, making the boats safer and more convenient. Most of these earlier coverings left the forward deck and stern uncovered, but by the 1930s it became common to add a pilothouse amidships or near the stern and to continue the cabin covering to the bow in what was known as "spray hood." Steel-hulled boats began to replace wooden-hulls in the late 1950s, making wooden fish-tugs obsolete.

The MV Burnaby is a wonderful sample of Richmond's fishing heritage. A restoration project spearheaded by Britannia Heritage Shipyard Society including members, volunteers and youth participants will also provide a unique opportunity to work collaboratively, involving many individuals and community organizations throughout the project, while also integrating citizens with developmental or social challenges, allowing them to contribute their own gifts.

The traditions and skills of the maritime industry are important assets that are highly valued by those living up and down the coast of North America and elsewhere. It is a key part of the regions' history and economy, as well as an important cultural attraction for visitors.

However, throughout Canada and the US, the preservation of this maritime heritage is under threat. The skills unique to heritage and wooden boat building are known to a small and decreasing number of experts, many who are of progressing age. If no action is taken, it is only a matter of time before these skills become extinct. BHSS is addressing this need by developing programs that involve skilled Artisans sharing their knowledge with each other, as well as members of the Society, volunteers and the community.

DATE(S)/TIME(S): September 2016 to September 2017

LOCATION: Britannia Heritage Shipyard – Richmond Boat Builders

Budget: \$ 37,500

TOTAL AMOUNT REQUESTED: \$ 10,000

Other sources of Funding: Seeking support from other levels of government and corporate ric... [Cut off]

Steering Committee Comments: Project should come out of the capital budget program.

Project – The War Canoe Project – Canada 150

NAME OF ORGANIZATION: A collaborative project between Britannia Heritage Shipyard Society, DOCKS (Dragon Boat, Outrigger, Canoe, & Kayaks) Community Boathouse Society and the Canadian International Dragon Boat Festival Society (Steveston Dragon Boat Festival).

DESCRIPTION:

The energy of fifteen paddlers charging down the water in an iconic Canadian boat is simply astonishing. Multiply that by multiple lanes and you can see why this timeless demonstration of power and teamwork is a favourite sport of the past. Fifteen paddlers, each up on one knee, bring the war canoe to life on the water as they paddle with synchronicity and intensity. War canoe racing has a long and cherished history in Canada. Canada is the only country in the world to race war canoe making it a uniquely Canadian experience.

The term 'war canoe' is derived from large indigenous peoples' canoes intended for war, and war canoeing was in fact a popular sport in Vancouver, British Columbia before large gatherings of indigenous people were outlawed in 1922. War canoeing among indigenous communities is enjoying a revival today, although there as yet has been little interaction with non-indigenous teams.

War canoe is largely a Canadian sport, with some teams coming from the north western United States as well. It does not enjoy the massive popularity and marketing support of Dragon boating. That's about to change.

DATE(S)/TIME(S): September 2016 to September 2017

LOCATION: Britannia Heritage Shipyard – Richmond Boat Builders Building

Budget: \$39,000

TOTAL AMOUNT REQUESTED: \$10,000

Other sources of Funding: Corporate and Government support is being organized

Steering Committee Comments: Capital project with minor community engagement. Applied through Richmond Community Foundation.

Project – Osterley Park Canada150 Block Park BBQ

NAME OF ORGANIZATION: Osterley Park Social Committee

DESCRIPTION:

We would like to hold a community BBQ to both celebrate Canada's 150th Birthday and draw people together our ever changing neighbourhood in an attempt to get both long time and recent residents to socialize together while celebrating their native or adopted country. These connections are vital to happy, healthy, inclusive communities. The event will celebrate both where we have all come from and the future of our community.

DATE(S)/TIME(S): The first weekend in 2017

LOCATION: Around clubhouse at 8111 Saunders Rd.

Budget: \$5,000

TOTAL AMOUNT REQUESTED: \$5,000

Other sources of Funding: The committee has some funds from the Strata – not much.

Steering Committee Comments: Community BBQ that receives funding from strata. Budget expense outlined \$2600 for food.

Project – Canada 150 Celebrates Minor Hockey in Richmond – Family Day 2017

NAME OF ORGANIZATION: Richmond Minor Hockey Association

DESCRIPTION:

We would like to host a two hour open skate for Richmond families. The open skate would be a celebration of minor hockey and an opportunity for families to discover the sport. We would have our members dressed in a variety of vintage and current minor hockey jerseys. We would have equipment available for guests to borrow (skates and helmets for adults, full hockey equipment for guests).

We currently have strategic relationships with groups from other sports (i.e. Richmond City Baseball, Richmond Ball Hockey, and Richmond Lacrosse); this is an opportunity to invite their members to participate.

We also have met with S.U.C.C.E.S.S. and this would be an opportunity for their clients to try hockey as well.

DATE(S)/TIME(S): February 13, 2017

LOCATION: Richmond Ice Centre or Minoru Arena

Budget: \$ 575

TOTAL AMOUNT REQUESTED: \$ 575.00

Other sources of Funding: We would accept donations of advertising space, giveaways (including crayons) for participation

Steering Committee Comments: Open skate for Richmond residents. RACA should come forward on this project.

Project – Welcome Back to Steveston Pool Kigoos

NAME OF ORGANIZATION: Richmond Swim Club

DESCRIPTION:

Steveston Pool has been the home of the Richmond Swim Club (Kigoos) since 1959. We would like to celebrate the Kigoos return to Steveston Pool for the 2017 season with an event to bring all the families together. The club promotes a vibrant healthy & connected community through swimming. This event will celebrate coming together again at Steveston Pool and we can start off the season reconnecting and making new connections. IT is through events such as this that friendships are made and the club build a stronger sense of community.

DATE(S)/TIME(S): May 6, 2017 (4 – 6: 00 p.m.)

LOCATION: Steveston Community Pool

Budget: \$3,700

TOTAL AMOUNT REQUESTED: \$3,700

Other sources of Funding: No

Steering Committee Comments: Club specific event – does not include “150” theme in application.



City of Richmond

Report to Committee

To: General Purposes Committee
From: Cathryn Volkering Carlile
General Manager, Community Services
Date: September 13, 2016
File: 08-4057-01/2016
Re: **Council Referral – Analysis of Homelessness Situation and Needs in Richmond**

Staff Recommendation

That the following actions be implemented to address the homelessness situation and needs in Richmond:

1. Allocate up to a maximum of \$30,000 from the Affordable Housing Reserve Fund to fund the Homelessness Liaison pilot contract to support coordinated homelessness outreach efforts in the community;
2. Allocate up to a maximum of \$20,000 from the Affordable Housing Reserve Fund to fund the creation of a centralized housing database to be contracted to a qualified non-profit organization to manage;
3. Continue to advocate and work with senior levels of government to identify joint opportunities to address the homelessness situation; and
4. That the Five-Year Financial Plan (2016-2020) Bylaw be amended to include an additional \$50,000 (from the Affordable Housing Reserve Fund) for the City's contribution towards the Homelessness Liaison pilot contract and centralized housing database program.

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

| REPORT CONCURRENCE | | |
|--|--|---------------------------------------|
| ROUTED TO: | CONCURRENCE | CONCURRENCE OF GENERAL MANAGER |
| Finance Intergovernmental Relations | <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> | |
| REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE | INITIALS: DW | APPROVED BY CAO |

Staff Report

Origin

The purpose of this report is to respond to the referral from the September 12, 2016 Council meeting for staff to:

Analyze the issue of homelessness and at risk population in Richmond and report back to Committee as soon as possible.

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

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

2.2. Effective social service networks.

This report supports Council's 2014-2018 Term Goal #5 Partnerships and Collaboration:

Continue development and utilization of collaborative approaches and partnerships with intergovernmental and other agencies to help meet the needs of the Richmond community.

5.2. Strengthened strategic partnerships that help advance City priorities.

This report supports the 2007 Affordable Housing Strategy Priority #1: Subsidized Rental Housing.

Access to housing and supportive services for individuals experiencing homelessness is an important element in facilitating movement along the housing continuum into permanent and stable housing.

Analysis

Homelessness in Richmond

According to local service providers and the RCMP, the number of absolutely homeless in Richmond is greater than 100. Outreach workers have estimated around 120 active client files receiving some form of outreach. Outreach workers and first responders also report homeless individuals in Richmond having more complex needs, such as mental and physical health challenges. These challenges are further exacerbated by the current lack of an Assertive Community Treatment (ACT) team presence in Richmond, which would have the capacity to respond to complex needs of specific clients.

The Metro Vancouver Homeless Count has been conducted regionally every three years since 2002. Homeless Counts are anticipated to be underestimations since they are 24-hour surveys that cannot locate all homeless persons throughout a city. The 2014 Homeless Count found in Richmond:

- 38 homeless people in total
- 16 adults and unaccompanied youth who were sheltered; 5 of which had no fixed address
- 22 adults and unaccompanied youth unsheltered

Research across Canada indicates that households may be at risk of homelessness if they are in core housing need, which is defined as “current economic and/or housing situation is precarious or does not meet public health and safety standards.” According to the 2011 National Household Survey, 17.4% of Richmond households are in core housing need and fall below affordability standards and therefore may be at risk of homelessness.

With respect to accessing rental housing, vacancy rates in Richmond were lower than 1% in 2015, except for 1 bedroom apartments (1.4%). This is much lower than a healthy vacancy rate of 3% and is indicative of a constrained rental market adding pressure for higher rents and difficulty to find adequate housing. Affordable Housing staff have experienced an increased volume of inquiries from households in crisis. Many of these renter households report facing eviction due to a property sale or redevelopment (renoviction) and are not able to find alternative accommodation that is affordable or suitable for their family in Richmond.

Current Situation in Richmond

Emergency Shelters

Currently, the Salvation Army operates the only year-round emergency shelter in Richmond (Richmond House located at 3111 Shell Road). The shelter has 10 men-only beds and one (1) additional bed reserved for Richmond Hospital discharged clients, which is always in use. The length of shelter stay varies, as the Salvation Army has a policy not to discharge clients to the street. Shelter staff work with clients to find stable and transitional housing options. The shelter is always at capacity and turns away approximately 133 visits per month (equating to approximately 60 individual clients). The landlord has sold the Salvation Army emergency shelter site, and ownership will be transferred to the new buyer in September 2016. While the new landlord has agreed to extend the lease for one year until September 2017, the Salvation Army is pursuing a permanent site for the shelter.

With respect to emergency shelters for women and children, there are currently no beds for homeless women with children in Richmond. Chimo Community Services operates Nova Transition House, where there are 10 emergency beds for women fleeing violence with a maximum stay of 30 days. Chimo is currently turning away approximately 30 women every month seeking shelter.

Extreme Weather Response Shelter Program

For the past three years, St. Alban Outreach and Advocacy operated 16 extreme weather shelter beds for men, women, and children. In the 2015/16 winter (November to March) season, the shelter

was open for 40 nights and offered accommodation to 617 clients, including 70 females. On average, the shelter was at 97% capacity. St. Albans has not renewed its Extreme Weather Response (EWR) contract with BC Housing. Chimo Community Services will operate the EWR shelter for the 2016/2017 season out of the St. Albans facility, but the future of the EWR shelter is uncertain after that point. In addition, the Salvation Army's Richmond House operates 6 extreme weather beds for men only (in addition to the 10 permanent beds). The Salvation Army may not have the same extreme weather shelter capacity moving forward due to the uncertainty of Richmond House.

Drop-in Centre

The Drop-In Centre located at St. Albans Anglican Church closed on July 29, 2016 because the Parish of St. Alban was unable to continue operating the Drop-in Centre, as they did not have the resources to serve the increasingly complex needs of the individuals accessing the space. The Drop-In Centre functioned as a central resource hub for homeless individuals in Richmond. Some of the services provided included: hot beverages and snacks, access to internet, showers, counselling and supports. In 2015, the Drop-In Centre averaged 10 client visits per day. Since the closure of the Drop-in Centre, Chimo Community Services has reported a significant increase in calls on their crisis phone line and individuals accessing the office for services and resources.

Turning Point will be operating the Drop-in Centre in the future and has received funding from the Ministry of Health to run a drop-in centre in Richmond. Turning Point is working with a realtor to rent a space in Richmond and hopes to secure a location by October 2016. Priorities for the space include wheelchair access, a shower, kitchen/cooking facilities and an area for counselling and outreach supports. It is anticipated that the new Drop-in Centre will be able to accommodate the Friday meal program. In the event that Turning Point is able to secure a space, it is likely some renovation work will be needed and there will continue to be a gap in services for a number of months in the community.

City Grants Towards Housing and Homelessness Initiatives in Richmond

The City cannot solve housing affordability and homelessness issues alone, but can play a key role in developing partnerships with senior government, who have the primary responsibility, to work towards addressing challenges and needs. In terms of funding, the City currently supports housing and homelessness initiatives through two grants:

1. The City funds the Facilitation Administration role to support the Richmond Homelessness Coalition (\$10,000 contract). The role of the Coalition is to address issues of homelessness in Richmond by collecting information about homeless needs, identifying gaps in services, advocating to all levels of government for funding, and generating collaborative and action-oriented solutions to reduce homelessness. The role of the Facilitation Administrator role is to provide support by researching and distributing funding opportunities to member organizations, distributing information on evolving homeless needs and situation, assisting in development and monitoring of project outcomes, maintaining Coalition reports, and liaising with regional homelessness bodies.
2. In 2016, the City contributed \$576,958 in grant funding to non-profit organizations through the Health, Safety and Social Grants process. The grants are used towards various community initiatives, including support services and health promotion in Richmond.

Approximately \$350,789 of the grant funding was allocated towards services and supports that serve vulnerable or at-risk individuals.

The City recognizes that housing affordability remains a critical issue in Richmond, which has implications for transitional and emergency housing options, and is committed to working with senior governments and community partners to work towards solutions.

Summary of Challenges in Richmond

The community has experienced a decrease in resources towards addressing homelessness in a relatively short period of time, leading to a crisis situation. With the upcoming cold and wet weather season (November to March), addressing the challenges and needs will be a priority. In summary, the current challenges Richmond faces include:

- Lack of a central hub or connection point for homeless/at-risk individuals to access resources, supports or assistance with entering into housing
- An uncertainty around the future of the only emergency shelter with no secured permanent space at this time
- Lack of access to shelter for women and women with children experiencing homelessness
- General lack of shelter space to accommodate the growing number of homeless individuals

Staff continue to maintain contact with local non-profit providers regarding the current situation and track emerging challenges and needs with respect to homelessness.

Summary of Needs in Richmond

It is recognized that homelessness is a complex issue that requires collaboration with multiple partners to develop viable solutions. Initiatives for individuals to successfully access and maintain stable housing can be multi-faceted but typically include: access to permanent and appropriate housing, sufficient income, health services, and community support connections. The following table highlights the short-term, medium-term and long-term needs in Richmond.

| Timeframe | Needs in Richmond |
|--------------------|---|
| Short-term | <ul style="list-style-type: none"> • Permanent site for the Drop-in Centre • Coordinated and collaborative outreach efforts to serve the immediate needs of homeless/at-risk clients (e.g. connection to income assistance, access to health services) • Additional outreach workers and supports in Richmond • Permanent site for the Salvation Army's emergency shelter (to accommodate existing 10 beds), with potential to include co-ed beds |
| Medium-term | <ul style="list-style-type: none"> • Permanent emergency shelter site to provide additional beds for growing homeless population (including women/women with children) |
| Long-term | <ul style="list-style-type: none"> • Integrated housing development that could accommodate a continuum of emergency, transitional and supportive housing with programmed community and health service spaces for individuals who are experiencing or at-risk of homelessness • Increased access to housing options, including supportive and rental units |

Delegation Requests from September 12, 2016 Council Meeting

A delegation from Chimo Community Services and the Poverty Response Committee approached Council on September 12, 2016 requesting the City's immediate assistance to support community resources for Richmond's homeless population. Due to the crisis situation that Richmond is facing regarding lack of housing and supports for homeless individuals, service providers report experiencing an increase in volume of crisis calls and clients with complex needs. The providers state that the current resources are not sufficient to address the growing number of clients. The delegation requested four specific items from the City:

| | Request | Staff response |
|---|--|---|
| 1 | House the families and individuals (Chimo clients) in Richmond as soon as possible | As the City does not own or manage any affordable housing units, staff are unable to directly place any individuals in housing. However, staff continue to regularly update and advocate to BC Housing for more funding and resources for Richmond's homeless population. |
| 2 | Provide access to Brighthouse Pavilion for homeless/at-risk individuals from the drop-in centre so the clients can touch base with outreach/support workers, gather socially and share lunch through a mobile Friday lunch program | City staff are working with the non-profit organizations to provide access to the Pavilion every Friday, beginning in October, for meal distribution during lunch time, from 10:30 a.m. – 2:30 p.m. This will be an interim measure until Turning Point is able to secure a long-term/permanent space for the Drop-in Centre. |
| 3 | Contract with a housing provider to coordinate rental accommodation with local service providers and create a central registry of units by working with landlords, property management companies and developers | Staff note that the concept of a central registry for the low-end market rental units was raised by both the development community and non-profit groups during the consultation phase of the Affordable Housing Strategy update. A recommendation to fund the creation of a centralized housing database is outlined in the recommended options. |
| 4 | Find funding for additional support/outreach workers so local agencies can provide timely and appropriate resources and referral services to the homeless/at-risk population | BC Housing currently funds the Homeless Prevention Program outreach worker (based out of Chimo) and staff continue to have discussions with BC Housing regarding funding more outreach workers in Richmond. Turning Point is anticipating on hiring additional outreach workers for their Outreach and Resource Support Program. There is a need to provide a collaborative and coordinated effort for outreach. Staff are currently working to expand the role of the Richmond Homelessness Coalition Administrator (funded by the City) to provide more support for outreach workers in Richmond. |

Recommended Options

To work towards addressing the homelessness situation in Richmond and responding to the delegation's specific requests for increased outreach and funding, staff recommend the following options for Council consideration:

1. Homelessness Liaison Pilot

City staff and local service providers recognize the need for a coordinated and collaborative outreach effort. Staff have assisted with facilitating discussions among various service providers regarding outreach in response to the Drop-in Centre closure, and will continue to do so until the new Drop-in Location is secured and opened. In addition to this involvement in outreach, it is recommended that the City fund a one year pilot contract up to a maximum of \$30,000 for a qualified individual to act as a Homelessness Liaison. The role of this contract position would include collection of data and analysis with respect to homelessness needs and support the coordination of outreach. This could alleviate the pressure that local service providers are facing with an increased case management load due to the volume of clients in crisis and with complex needs. If this recommendation is approved, staff would work closely with service providers to define the responsibilities of this contractor to ensure that the role is adequately supporting collaborative outreach efforts in Richmond. The role would be coordinated by the City as a one-year pilot program, with the opportunity to revisit the role with local non-profit service providers after one year.

2. Centralized Housing Database

In response to the delegation's written request for the creation of a centralized housing registry to be managed by a non-profit organization, it is recommended that the City fund the creation of a centralized housing database that would include a waitlist component for up to a maximum of \$20,000. The database and waitlist would be managed by a qualified non-profit organization that would keep a list of the affordable housing units in Richmond and maintain a waitlist. The organization would also be responsible for liaising with BC Housing to coordinate efforts with the provincial Housing Registry to ensure processes are not duplicated. This recommendation is supported by feedback from consultation sessions during the Affordable Housing Strategy update process, where stakeholders and members of the public expressed challenges with accessing information regarding affordable housing application processes and availability.

3. Continued advocacy and partnership with senior levels of government

Staff will continue to advocate and work with senior levels of government for the development of long-term stable housing options and access to emergency housing options, recognizing that opportunities along the housing continuum are important in the community.

Next Steps

With respect to addressing the need for homelessness resources, staff are taking the following next steps:

1. Present the Housing Affordability Profile for Council consideration in November 2016, which will summarize the consultation findings from the first phase of the Affordable Housing Strategy (AHS) update with the housing statistics that were presented to Council in March 2016. The profile will outline the housing needs and challenges in Richmond, and identify priority households and housing gaps.
2. Work towards completing the policy review (Phase 2 of the AHS update), which will provide Council with policy options that address the priority households and housing gaps identified in the Housing Affordability Profile.
3. Update the 2002 Homelessness Strategy (a budget request has been submitted for 2017). The Strategy has not been updated since, and is identified as a “short-term action” in the Social Development Strategy (SDS), adopted by Council in 2013. Action 1.5 of the SDS places priority attention on “updating the Homelessness Strategy, in collaboration with other community partners, examining housing and support service needs and options for people who are homeless or at risk of homelessness in Richmond”. The updated Homelessness Strategy is anticipated to include updated data and statistics about homelessness in Richmond, policies and strategies with respect to the City’s role in addressing homelessness and stakeholder consultations, and could be used as an advocacy tool to senior government requesting permanent and stable resources for homeless/vulnerable individuals in the community.
4. Work with Chimo Community Services and St. Alban to pursue access to Brighthouse Pavilion for a Friday community lunch program.
5. Continue to work with internal City departments to assist with homelessness initiatives and investigate any possible opportunities for potential sites/spaces and will report back to Council if a suitable property becomes available.
6. Continue to work with senior government regarding a variety of housing and homelessness initiatives, including updating BC Housing with information regarding the current homelessness situation and pursuing partnership opportunities to address the challenges and needs in Richmond.

Financial Impact

The City’s Affordable Housing Reserve Fund may be utilized to fund the Homelessness Liaison pilot contract and the creation of a centralized housing database. Should Council wish to approve the Homelessness Liaison pilot project and the centralized housing database, an amendment to the 5-Year Financial Plan (2016-2020) would be required for the contributions for up to a maximum of \$50,000.

Conclusion

Access to appropriate emergency housing and support options are critical in every community. When support structures and service entry points are made available for the community's most vulnerable residents, there are positive impacts on the broader community along all points of the housing, community care, and socio-economic continuum.



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



City of Richmond

Report to Committee

To: Finance Committee

Date: September 6, 2016

From: Jerry Chong
Director, Finance

File: 03-0925-02-01/2016-
Vol 01

Re: Permissive Exemption (2017) Bylaw No. 9575

Staff Recommendation

That Permissive Exemption (2017) Bylaw No. 9575 be introduced and given first, second and third readings.

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

Att. 1

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

Staff Report

Origin

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

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

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

7.1. *Relevant and effective budget processes and policies.*

7.2. *Well-informed and sustainable financial decision making.*

7.3. *Transparent financial decisions that are appropriately communicated to the public.*

Analysis

Owners of exempted properties in 2016 were contacted and verified of their eligibility for exemptions in the coming year. Changes to the 2017 bylaw are listed in Attachment 1.

New applications for Council consideration are:

1. Richmond Gymnastics Association

Richmond Gymnastics Association is a non-profit tenant of the City located at unit 140 - 7400 River Road. The Association provides recreational and competitive gymnastics training to children and young adults in Richmond. This tenant qualifies for permissive exemption under Council Policy 3561 as a City owned property leased to a non-profit organization.

2. Richmond Rod and Gun Club

Richmond Rod and Gun Club is a non-profit organization sharing the City facility at unit 140 - 7400 River Road. The Rod and Gun Club promotes sport fishing, rifle sports, archery, photography and other related outdoor activities in Richmond. The club also offers junior Olympic programs in archery and air gun and various other programs such as firearm safety and photography. Over 75% of their participants are Richmond residents.

This tenant qualifies for permissive exemption under Council Policy 3561 as a City owned property leased to a non-profit organization.

Amendments to Bylaw 9575:

An amendment was made to the tax exempted area for parking purposes for the property at 4000 May Drive. This property, owned by the Aga Khan Foundation Canada, was originally given a full exemption on the building and its footprint and an additional land exemption based on the parking needs for their weekly average attendance of 800 members. The amendment will allow for up to the maximum load capacity of 1200 people for religious use for their building since their actual congregation size is greater than the average number of attendees. This amendment meets Council policy and administrative guidelines.

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

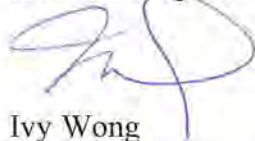
Financial Impact

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

Church properties represent the largest number of permissively exempted properties and accounts for approximately \$390,000 in direct municipal taxes waived in 2016. Exempted non-City owned properties account for approximately \$111,000 in waived taxes and City owned or leased properties account for approximately \$2.365 million.

Conclusion

Permissive exemptions are granted by Council annually to qualifying organizations that provide social benefit to the Community. Bylaw 9575 will provide tax exemptions in accordance with Provincial legislation and the Council Policy.



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

IW:gjn

Att: 1

| ROLL NO | ORGANIZATION NAME | CIVIC ADDRESS | ADDITIONS |
|-------------|---------------------------------|----------------------------|------------|
| 083-218-000 | Richmond Gymnastics Association | Unit 140 – 7400 River Road | Schedule I |
| 083-218-000 | Rod and Gun Club | Unit 140 – 7400 River Road | Schedule I |

| ROLL NO | ORGANIZATION NAME | CIVIC ADDRESS | ADDITIONS |
|-------------|----------------------------|----------------|------------|
| 084-310-003 | Aga Khan Foundation Canada | 4000 May Drive | Schedule B |



**City of
Richmond**

Bylaw 9575

Permissive Exemption (2017) Bylaw No. 9575

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 2017 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 2017 year.
- 1.3** Notwithstanding Sections 1.1 and 1.2 of this bylaw, no additional exemption from taxation pursuant to Section 224(2)(f) will be granted to any parcel of land for which an associated building is not exempted by the British Columbia Assessment Authority pursuant to Section 220(1)(h) of the Community Charter.

PART TWO: SCHOOL AND TENANTED RELIGIOUS PROPERTIES PERMISSIVE EXEMPTION

- 2.1** Pursuant to Section 224(2)(h) of the Community Charter, the whole or portions of the parcels of land surrounding buildings set apart and in use as an institution of learning, and wholly in use for the purpose of furnishing the instruction accepted as equivalent to that funded in a public school, shown on Schedule C are hereby exempt from taxation for the 2017 year.
- 2.2** Notwithstanding Section 2.1 of this bylaw, no additional exemption from taxation pursuant to Section 224(2)(h) 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)(l) of the Community Charter.
- 2.3** Pursuant to Section 224(2)(g) of the Community Charter, the portions of land and improvements shown on Schedule D are hereby exempt from taxation for the 2017 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 E are hereby exempt from taxation for the 2017 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 F are hereby exempt from taxation for the 2017 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 G are hereby exempt from taxation for the 2017 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 H are hereby exempt from taxation for the 2017 year.
- 3.6** Pursuant to Section 224(2)(i) of the Community Charter, the whole or portions of land and improvements shown on Schedule I are hereby exempt from taxation for the 2017 year.
- 3.7** Pursuant to Section 224(2)(d) of the Community Charter, the whole or portions of land and improvements shown on Schedule J are hereby exempt from taxation for the 2017 year.

PART FOUR: MISCELLANEOUS PROVISIONS

- 4.1** Schedules A through J inclusive, which are attached hereto, form a part of this bylaw.
- 4.2** Permissive Exemption Bylaw 9271 is hereby repealed in its entirety.
- 4.3** This Bylaw is cited as "**Permissive Exemption (2017) Bylaw No. 9575**".

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 & HALL

SCHEDULE A to BYLAW 9575

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

PLACE OF PUBLIC WORSHIP PROPER & HALL

SCHEDULE A to BYLAW 9575

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

PLACE OF PUBLIC WORSHIP PROPER & HALL

SCHEDULE A to BYLAW 9575

| NAME, ROLL NO. & CIVIC ADDRESS | LEGAL DESCRIPTION OF PROPERTY | MAILING ADDRESS |
|---|--|---|
| Immanuel Christian Reformed Church (062-719-724) 7600 No. 4 Road | PID 003-486-486 Parcel One Section 14 Block 4 North Range 6 West New Westminster District Reference Plan 71292 | Immanuel Christian Reformed Church 7600 No. 4 Road Richmond, B.C. V6Y 2T5 |
| Johrei Fellowship (084-786-000) 10380 Odlin Road | PID 003-485 757 East Half of Lot 4 Except: Part Subdivided by Plan 79974; Section 35 Block 5 North Range 6 West, New Westminster District Plan 5164 | Johrei Fellowship Inc. 10380 Odlin Road Richmond, B.C. V6X 1E2 |
| Lansdowne Congregation Jehovah's Witnesses (061-569-073) 11014 Westminster Highway | PID 003-578-356 Lot 107 Section 12 Block 4 North Range 6 West New Westminster District Plan 52886 | Trustees of the Lansdowne Congregation Jehovah's Witnesses c/o Doug Ginter 43-8120 General Currie Road Richmond, B.C. V6Y 3V8 |
| Lutheran Church Hall (061-166-000) 6340 No. 4 Road | PID 010-899-294 Parcel 1 of Section 11 Block 4 North Range 6 West New Westminster District Plan 77676 | Our Saviour Lutheran Church of Richmond BC 6340 No. 4 Road Richmond, B.C. V6Y 2S9 |
| Meeting Room (025-166-010) 8020 No. 5 Road Property owner registered as Gabe Csanyi, Jonathan Csanyi, Wayne Coleman, Bruce Anstey | PID 016-718-739 Lot A Section 19 Block 4 North Range 5 West New Westminster District Plan 86178 | Meeting Room Attn: Jonathan Csanyi 9034 187 Street Surrey, BC V4N 3N4 |
| North Richmond Alliance Church (063-418-009) 9140 Granville Avenue | PID 017-691-842 Lot 1 (BF53537) Section 15 Block 4 North Range 6 West New Westminster Plan 7631 | North Richmond Alliance Church 9140 Granville Avenue Richmond, B.C. V6Y 1P8 |
| Our Saviour Lutheran Church of Richmond (061-166-000) 6340 No. 4 Road | PID 010-899-294 Parcel 1 of Section 11 Block 4 North Range 6 West New Westminster District Plan 77676 | Our Saviour Lutheran Church of Richmond 6340 No. 4 Road Richmond, B.C. V6Y 2S9 |

PLACE OF PUBLIC WORSHIP PROPER & HALL

SCHEDULE A to BYLAW 9575

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

PLACE OF PUBLIC WORSHIP PROPER & HALL

SCHEDULE A to BYLAW 9575

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

PLACE OF PUBLIC WORSHIP PROPER & HALL

SCHEDULE A to BYLAW 9575

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

PLACE OF PUBLIC WORSHIP PROPER & HALL

SCHEDULE A to BYLAW 9575

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

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

SCHEDULE B to BYLAW 9575

| NAME, ROLL NO. & CIVIC ADDRESS | LEGAL DESCRIPTION OF PARCEL | MAILING ADDRESS | PROPORTION OF LAND EXEMPTED FROM TAXATION | PROPORTION OF LAND TAXABLE | PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION | PROPORTION OF IMPROVEMENT TAXABLE |
|---|--|---|---|---|---|---|
| Aga Khan Foundation Canada (The Ismaili Jamatkhana and Centre) (084-310-003) 4000 May Drive | PID 029-176-263 Lot A Section 34 Block 5 North Range 6 West New Westminster District Plan EPP32741 | Aga Khan Foundation Canada (The Ismaili Jamatkhana and Centre) 4000 May Drive Richmond, B.C. | 100% of footprint of building 60,000 sq. ft. for parking | Remainder of land not exempted | 100% | 0% |
| Assumption of the Blessed Virgin Mary Ukrainian Catholic Church (098-394-005) 8700 Railway Avenue Manse | PID 011-070-749 Parcel "One" (Explanatory Plan 24522) of Lots "A "and "B" Plan 4347 and Lot 26 of Plan 21100 Section 24 Block 4 North Range 7 West New Westminster District | Ukrainian Catholic Episcopal Corp. of MB 5180 Cantrell Road Richmond, B.C. V7C 3G8 | 97.65% 2,031.18 m ² | 2.35% 48.82 m ² | 75.6% of Manse Building 302.59 m ² 100% of Religious Hall | 24.4% of Manse Building 97.64 m ² |
| Bethany Baptist Church (000-821-001) 22680 Westminster Highway (Site Area 5.295 acres) | PID 018-604-897 Lot 1 Except: Part Dedicated Road on Plan LMP18317; Section 2 Block 4 North Range 4 West New Westminster District Plan LMP9648 | Bethany Baptist Church 22680 Westminster Highway Richmond, B.C. V6V 1B7 | 42% 8,999.7 m ² 2.224 acres | 58% 12,427.9 m ² 3.071 acres | 100% | 0% |

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

SCHEDULE B to BYLAW 9575

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

PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 9575

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

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

SCHEDULE B to BYLAW 9575

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

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

SCHEDULE B to BYLAW 9575

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

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

SCHEDULE B to BYLAW 9575

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

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

SCHEDULE B to BYLAW 9575

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

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

SCHEDULE B to BYLAW 9575

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

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

SCHEDULE B to BYLAW 9575

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

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

SCHEDULE B to BYLAW 9575

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

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

SCHEDULE B to BYLAW 9575

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

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

SCHEDULE B to BYLAW 9575

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

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

SCHEDULE B to BYLAW 9575

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

SCHEDULE C to BYLAW 9575

| NAME, ROLL NO. & CIVIC ADDRESS | LEGAL DESCRIPTION OF PROPERTY | MAILING ADDRESS | PROPORTION OF LAND EXEMPTED FROM TAXATION | PROPORTION OF LAND TAXABLE |
|--|--|--|--|---------------------------------------|
| Choice School For Gifted Children (001-870-000) 20451 Westminster Highway (Site area: 0.35 ha (0.862 acres)) | PID 003-934-268 Lot 78 Section 4 Block 4 North Range 4 West New Westminster District Plan 1593 | Choice School For Gifted Children 20451 Westminster Highway Richmond, B.C. V6V 1B1 | 100% 3,552 m ² 0.862 acres | 0% |
| Choice School For Gifted Children (001-871-004) 20411 Westminster Highway | PID 003-937-160 Lot 79 Section 4 Block 4 North Range 4 West New Westminster District Plan 1593 | Choice School For Gifted Children 20451 Westminster Highway Richmond, B.C. V6V 1B3 | 100% 3,422 m ² 0.846 acres | 0% |
| Cornerstone Christian Academy School (024-279-000) 12011 Blundell Road (Site area: 11,104 square feet) | PID 002-555-310 South Half of the South West Quarter Section 18 Block 4 North Range 5 West New Westminster District Except Firstly: Part Dedicated Road on Plan NWP87640 Secondly: Parcel E (Bylaw LMP4874) Thirdly: Parcel F (Bylaw Plan MP12615) Fourthly: Part on SRW Plan 21735 | Cornerstone Evangelical Baptist Church of Vancouver 2642 45th Avenue East Vancouver, B.C. V5R 3C1 | 100% (School portion: 2% of total property) 1,031.6 m ² | 0% |

SCHEDULE C to BYLAW 9575

| NAME, ROLL NO. & CIVIC ADDRESS | LEGAL DESCRIPTION OF PROPERTY | MAILING ADDRESS | PROPORTION OF LAND EXEMPTED FROM TAXATION | PROPORTION OF LAND TAXABLE |
|---|--|--|---|---|
| Muslim School of B.C. (025-243-080) 12300 Blundell Road (Site area: 1.09 ha (2.69 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.C. Muslim Association 12300 Blundell Road Richmond, B.C. V6W 1B3 | 100% (56.4% of total property) 10,903.97 m ² 2.694 acres | 0% |
| Richmond Christian School (099-076-081) 5240 Woodward's Road (Site area: 0.971 ha (2.4 acres)) | PID 002-145-057 Lot 137 Except: Part Subdivided by Plan 70297 Section 25 Block 4 North Range 7 West New Westminster District Plan 56073 | Richmond Christian School Association 5240 Woodward's Road Richmond, B.C. V7E 1H1 | 100% 9,751 m ² 2.4 acres | 0% |
| Richmond Christian School (030-887-000) 10260 No. 5 Road (Site area: 2.23 ha (5.52 acres)) | PID 027-072-657 Section 31 Block 4 North Range 5 West New Westminster District Plan BCP 30119 | Richmond Christian School Association 10260 No. 5 Road Richmond, B.C. V7A 4E5 | 47.4% 10,598.5 m ² 2.616 acres | 52.6% 11,755.5 m ² 2.904 acres |

SCHEDULE C to BYLAW 9575

| NAME, ROLL NO. & CIVIC ADDRESS | LEGAL DESCRIPTION OF PROPERTY | MAILING ADDRESS | PROPORTION OF LAND EXEMPTED FROM TAXATION | PROPORTION OF LAND TAXABLE |
|---|---|--|---|--|
| Richmond Jewish Day School (025-151-060) 8760 No. 5 Road (Site area: 0.95 ha (2.349 acres)) | PID 000-676-811 Lot 3 Except: Firstly, Parcel "A" (Reference Plan 8809) Secondly; Parcel "B" (Explanatory Plan 10524), Section 19 Block 4 North Range 5 West New Westminster District Plan 5239 | Richmond Jewish Day School Society of B.C. Inc. 8760 No. 5 Road Richmond, B.C. V6Y 2V4 | 56.8% 5,396.7 m ² 1.334 acres | 43.2% 4,104.3 m ² 1.015 acres |
| St. Joseph the Worker School (099-300-034) 4451 Williams Road (Site area: [3.346 ha (8.268 acres)] 1.319 ha (3.26 acres) and 2.0235 ha (5.00 acres)) | PID 010-887-725 Parcel "C" (Explanatory Plan 8670) Lots 3 and 4 Except: Part Subdivided by Plan 30525; Section 26 Block 4 North Range 7 West New Westminster District Plan 3139 | Roman Catholic Archbishop of Vancouver St. Joseph's Parish 4451 Williams Road Richmond, B.C. V7E 1J7 | 100% (additional to Schedule B) 9,198.8 m ² 2.27 acres | 0% (Fully exempt for school portion) |

SCHEDULE D to BYLAW 9575

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

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

SCHEDULE E to BYLAW 9575

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

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

SCHEDULE F to BYLAW 9575

| ROLL NO. & CIVIC ADDRESS | LEGAL DESCRIPTION OF PROPERTY | OWNER/HOLDER'S MAILING ADDRESS |
|--|---|---|
| (058-885-000) 6531 Azure Road | PID 003 680 100 Lot 525 Section 7 Block 4 North Range 6 West NWD Plan 25611 | Development Disabilities Association 100 – 3851 Shell Road Richmond, B.C. V6X 2W2 |
| (067-321-001) 8400 Robinson Road | PID 009 826 386 Lot 80 Except: Part Subdivided by Plan 81951, Section 21 Block 4 North Range 6 West NWD Plan 12819 | Development Disabilities Association 100 – 3851 Shell Road Richmond, B.C. V6X 2W2 |
| (099-371-000) 4811 Williams Road | PID 004 864 077 Lot 4 Section 26 Block 4 North Range 7 West NWD Plan 17824 | Greater Vancouver Community Service Society 500 – 1212 W. Broadway Vancouver, B.C. V6H 3V1 |
| (080-622-000) 11331 Mellis Drive | PID 004 107 292 Lot 175 Section 25 Block 5 North Range 6 West NWD Plan 53633 | Pinegrove Place Mennonite Care Home Society of Richmond 11331 Mellis Drive Richmond, B.C. V6X 1L8 |
| (082-199-000) 9020 Bridgeport | PID 002-672-855 Block 5 North Range 6 West New Westminster District Plan 60997 Parcel B, Section 27/28, REF 60997 | 0952590 BC Ltd. Richmond Lion's Manor 400 – 13450 102 nd Avenue Surrey BC V3T 0H1 |
| (099-561-000) 9580 Pendleton Road | PID 003 751 678 Lot 450 Section 26 Block 4 North Range 7 West NWD Plan 66281 | Richmond Society for Community Living 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5 |
| (064-762-037) 303 – 7560 Moffatt Road | PID 014-890-305 Strata Lot 37 Section 17 Block 4 North Range 6 West New Westminster District Strata Plan NW3081 | Richmond Society for Community Living 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5 |

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

SCHEDULE F to BYLAW 9575

| ROLL NO. & CIVIC ADDRESS | LEGAL DESCRIPTION OF PROPERTY | OWNER/HOLDER'S MAILING ADDRESS |
|--|--|--|
| (087-058-109) 9 – 11020 No. 1 Road | PID 013-396-901 Strata Lot 9 Section 2 Block 3 North Range 7 West New Westminster District Strata Plan NW2952 | Richmond Society for Community Living 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5 |
| (103-370-125) 5635 Steveston Highway | PID 004-866-029 Lot 910 Section 36 Block 4 North Range 7 West New Westminster District Plan 56866 | Richmond Society for Community Living 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5 |
| (097-575-028) 4433 Francis Road | PID 003-887-022 Lot 890 Section 23 Block 4 North Range 7 West New Westminster District Plan 66590 | Richmond Society for Community Living 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5 |
| (090-515-105) 5862 Dover Crescent | PID 023-648-058 Strata Lot 105 Section 1 Block 4 North Range 7 West New Westminster District Strata Plan LMS2643 | Riverside Children's Centre Developmental Disability Association 100 – 3851 Shell Road Richmond, B.C. V6X 2W2 |
| (065-571-000) 6260 Blundell Road | PID 005 146 135 Lot "A" (RD135044) Section 19 Block 4 North Range 6 West New Westminster District Plan 48878 | Rosewood Manor Richmond Intermediate Care Society 6260 Blundell Road Richmond, B.C. V7C 5C4 |
| (089-830-129) 5500 Andrews Road, Unit 100 | PID 023-684-801 Strata Lot 129 Section 12 Block 3 North Range 7 West New Westminster District Strata Plan LMS2701 | Treehouse Learning Centre Richmond Society for Community Living 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5 |

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

SCHEDULE F to BYLAW 9575

| ROLL NO. & CIVIC ADDRESS | LEGAL DESCRIPTION OF PROPERTY | OWNER/HOLDER'S MAILING ADDRESS |
|-------------------------------------|---|---|
| 084-988-041 10411 Odlin Road | PID 017-418-780 Lot 141 Section 35 Block 5 North Range 6 West New Westminster District Plan LMP942 | Western Recovery Foundation Turning Point Recovery Society 10411 Odlin Road Richmond BC V6X 1E3 |

SCHEDULE G to BYLAW 9575

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

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

SCHEDULE H to BYLAW 9575

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

CHARITABLE, PHILANTHROPIC & OTHER
NOT-FOR-PROFIT

SCHEDULE H to BYLAW 9575

| ROLL NO. & CIVIC ADDRESS | LEGAL DESCRIPTION OF PROPERTY | PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION | OWNER/HOLDER (MAILING ADDRESS) |
|---|---|---|---|
| (057-572-000) Unit 100 – 5671 No. 3 Road | PID 003-698-009 Lot 34 Section 5 Block 4 North Range 6 West Plan 32827 | That portion of the property occupied by the Richmond Centre for Disabilities | Richmond Centre for Disabilities 100 – 5671 No. 3 Road Richmond, B.C. V6X 2C7 |
| (067-813-000) 8660 Ash Street | PID 017-854-997 Lot C Section 22 Block 4 North Range 6 West Plan 2670 | Exempting that portion of the property occupied by the Richmond Family Place | Richmond Family Place 8660 Ash Street Richmond, B.C. V6Y 2S3 |
| (093-050-002) 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 | Terra Nova Children's Centre Society of Richmond Children's Centres 110 – 6100 Bowling Green Road Richmond, B.C. V6Y 4G2 |
| (084-195-000) 4033 Stolberg Street | PID 028-745-540 Section 34 Block 4 North Range 6 West New Westminster District Plan BCP49848 Air Space Parcel 3 | 100% that is occupied by Society of Richmond Children's Centres | West Cambie Child Care Centre Society of Richmond Children's Centres 110 – 6100 Bowling Green Road Richmond, B.C. V6Y 4G2 |

SCHEDULE I to BYLAW 9575

| ROLL NO. & CIVIC ADDRESS | LEGAL DESCRIPTION OF PROPERTY | PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION | OWNER/HOLDER (MAILING ADDRESS) |
|---|--|---|---|
| (057-902-804) 2005 – 6111 River Road | PID 027-090-434 Lot 8 Section 6 Block 4 North Range 6 West New Westminster District Plan BCP30383 | That portion of the property occupied by Canadian Sport Institute Pacific Society | Canadian Sport Institute Pacific Society 2005 – 6111 River Road Richmond, BC V7C 0A2 |
| (097-842-000) 4780 Blundell Road | PID 001-145-801 Lot 2 Block 4 North Range 7 West New Westminster District Plan 3892 | That portion of the property occupied by Girl Guides of Canada | Girl Guides of Canada 4780 Blundell Road Richmond, B.C. V7C 1G9 |
| (051-521-010) 11551 Dyke Road | PID 014-924-781 Dedicated Park Plan 565772 | | Girl Guides of Canada 1476 West 8th Avenue Vancouver, BC V6H 1E1 |
| (083-465-000) 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 | Navy League of Canada National Council c/o Richmond/Delta Branch Box 43130 Richmond, B.C. V6Y 3Y3 |
| (083-218-000) 7400 River Road (Unit 140) | PID 003-752-534 Lot 20 Section 32 Block 5 North Range 6 West New Westminster District Plan 40727 | That portion of the property occupied by Richmond Gymnastics Association | Richmond Gymnastics Association Unit 140 – 7400 River Road Richmond B.C. V6Y 2C1 |

SCHEDULE I to BYLAW 9575

| ROLL NO. & CIVIC ADDRESS | LEGAL DESCRIPTION OF PROPERTY | PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION | OWNER/HOLDER (MAILING ADDRESS) |
|---|---|---|---|
| (059-477-003) 6133 Bowling Green Road | PID 009 300 261 Lot 26, Except that part in Plan LMP39941 Section 8 Block 4 North Range 6 West New Westminster District Plan 24068 | That portion of the property occupied by Richmond Lawn Bowling Club | Richmond Lawn Bowling Club 7321 Westminster Highway Richmond, B.C. V6X 1A3 |
| (082-479-000) 7760 River Road | PID 009 311 998 Lot 2 Except: Firstly; Part Subdivided by Plan 28458; Secondly; Parcel "C" (Bylaw Plan 62679); Thirdly; Parcel G (Bylaw Plan 80333); Sections 29 and 32 Block 5 North Range 6 West New Westminster District Plan 24230 | That portion of the property occupied by Richmond Rod and Gun Club | Richmond Rod and Gun Club P.O. Box 26551 Blundell Centre Post Office Richmond, B.C. V7C 5M9 |
| (083-218-000) 7400 River Road (Unit 140) | PID 003-752-534 Lot 20 Section 32 Block 5 North Range 6 West New Westminster District Plan 40727 | That portion of the property occupied by Richmond Rod and Gun Club | Richmond Rod and Gun Club P.O. Box 26551 Blundell Centre Post Office Richmond, B.C. V7C 5M9 |
| (059-216-001) 6820 Gilbert Road | PID 017 844 525 Lot A Section 8 Block 4 North Range 6 West, New Westminster District Plan LMP 5323 | That portion of the property occupied by Richmond Tennis Club | Richmond Tennis Club 6820 Gilbert Road Richmond, B.C. V7C 3V4 |
| (057-590-001) 5540 Hollybridge Way | PID 007 250 983 Lot 73 Except: Part Subdivided by Plan 48002; Sections 5 and 6 Block 4 North Range 6 West New Westminster District Plan 36115 | That portion of the property occupied by Richmond Winter Club | Richmond Winter Club 5540 Hollybridge Way Richmond, B.C. V7C 4N3 |

SCHEDULE I to BYLAW 9575

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

SCHEDULE J to BYLAW 9575

| ROLL NO. & CIVIC ADDRESS | LEGAL DESCRIPTION OF PROPERTY | PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION | OWNER/HOLDER (MAILING ADDRESS) |
|---|---|---|---|
| (085-643-001) Unit 140-160 11590 Cambie Road | PID 018-844-456 Lot C Section 36 Block 5 North Range 6 West Plan LMP17749 Except Plan BCP 14207 | That portion of the property occupied by Richmond Public Library | Richmond Public Library Cambie Branch Unit 150 - 11590 Cambie Road Richmond, B.C. V6X 3Z5 |
| (044-761-005) 11688 Steveston Highway | PID 023-710-047 Lot 1 Section 1 Block 3 North Range 6 West Plan 32147 | That portion of the property occupied by Richmond Public Library | Richmond Public Library Ironwood Branch 11688 Steveston Highway, Unit 8200 Richmond, B.C. V7A 1N6 |
| (031-968-086) 14140 Triangle Road | PID 023-510-692 Lot 2 Section 33 Block 4 North Range 5 West NWD Plan LMP29486 | That portion of the property occupied by City of Richmond | City of Richmond 6911 No. 3 Road Richmond, B.C. V6Y 2C1 |
| (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 | City of Richmond 6911 No. 3 Road Richmond, B.C. V6Y 2C1 |
| (057-902-800) 6111 River Road | PID 027-090-434 Lot 8 Section 6 Block 4 North Range 6 West Plan BCP30383 | That portion of the property occupied by Richmond Oval Corporation | City of Richmond 6911 No. 3 Road Richmond, B.C. V6Y 2C1 |
| (051-557-060) 12071 No. 5 Road | PID 013-082-531 Section 12 Block 3 North Range 6 West NWD Plan 15624 Parcel A-J, Part NE 1/4, Ref 15624, Ref 8114 File No. 1000- 05-021 | That portion of the property occupied by Richmond Animal Protection Society | City of Richmond 6911 No. 3 Road Richmond, B.C. V6Y 2C1 |

SCHEDULE J to BYLAW 9575

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



City of Richmond

Report to Committee

To: Finance Committee
From: Ivy Wong
Manager, Revenue

Date: August 18, 2016
File: 03-1240-01/2016-Vol
01

Re: Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9602

Staff Recommendation

That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9602 be introduced and given first, second and third readings.

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

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

Staff Report

Origin

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

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

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

Analysis

The Vancouver Consumer Price Index (CPI) increase for 2017 is projected to be 2.1%. In the original bylaw, all adjusted fees greater than \$100 are rounded up to the nearest \$1, adjusted fees less than \$100 are rounded up to the nearest \$0.25 and adjusted fees less than \$1 are rounded up to the nearest \$0.05. This minimizes the number of transactions requiring small coinage.

All rates in the attached Amendment Bylaw No. 9602 are effective January 1, 2017 and have been adjusted for the proposed 2.1% increase, with the following changes to the schedules at the request of the respective stakeholders:

- Schedule – Archives & Records
 - Photocopying and microfilm printing fees remain unchanged at \$0.35 per page for black and white copies and \$0.50 per page for colour copies. This ensures that charges do not become unaffordable for the general public.
- Schedule – Demolition Waste and Recyclable Materials
 - Waste Disposal and Recycling Service Fee remains unchanged at \$2.00 per square foot of structure to be demolished. This fee is a refundable deposit held by the City until the property owner or developer can provide receipts to the City indicating that the demolition debris were disposed of at approved recycling depots. Refundable deposits are not City revenue and should not be subject to CPI increases.
- Schedule – Donation Bin Regulation
 - Damage Deposit Fee of \$1,000 per bin to a maximum of \$3,000 per applicant remains unchanged. Refundable deposits are not City revenue and should not be subject to CPI increases.

Minor housekeeping changes were made to Schedule – Fire Protection and Life Safety. The charge for “attendance – false alarm by bylaw, police or health officers” is corrected to reference Section 15.5.6 of the Fire Protection and Life Safety Bylaw.

Financial Impact

Fee increases assist in offsetting rising costs, which otherwise will be recovered through increases to taxation revenue. It is estimated that an increase of 2.1% will generate approximately \$198,000 in additional revenue.

Conclusion

That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9602 be introduced and given first, second and third readings.



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

IW:iw



City of
Richmond

Bylaw 9602

Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9602

The Council of the City of Richmond enacts as follows:

1. The Consolidated Fees Bylaw No. 8636, as amended, is further amended by deleting, in their entirety, the schedules attached to Bylaw No. 8636, as amended, and substituting the schedules attached to and forming part of this Bylaw.
2. This Bylaw comes into force and effect on January 1, 2017.
3. This Bylaw is cited as "**Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9602**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

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

SCHEDULE – ANIMAL CONTROL REGULATION

Animal Control Regulation Bylaw No. 7932

Cat Breeding Permit Fee

Section 2.2

| Description | Fee |
|-------------------------------------|------------|
| Cat breeding permit for three years | \$40.50 |

Animal Control Regulation Bylaw No. 7932

Impoundment Fees

Section 8

| Description | Fee |
|---|------------|
| 1st time in any calendar year | |
| Neutered male or spayed female dog | \$46.75 |
| Non-neutered male or unspayed female dog | \$140.00 |
| Dangerous Dog* | \$576.00 |
| 2nd time in any calendar year | |
| Neutered male or spayed female dog | \$92.25 |
| Non-neutered male or unspayed female dog | \$290.00 |
| Dangerous Dog* | \$1,148.00 |
| 3rd time and subsequent times in any calendar year | |
| Neutered male or spayed female dog | \$290.00 |
| Non-neutered male or unspayed female dog | \$576.00 |
| Dangerous Dog* | \$1,148.00 |
| Bird | \$6.75 |
| Domestic farm animal | \$69.25 |
| <i>Impoundment fee also subject to transportation costs</i> | |
| Other animal | \$35.00 |
| <i>Impoundment fee also subject to transportation costs</i> | |

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

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

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

| Description | Fee |
|----------------------|------------|
| Dog | \$14.50 |
| Cat | \$14.50 |
| Bird | \$3.75 |
| Domestic farm animal | \$35.00 |
| Other animal | \$11.75 |

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

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

| Description | Fee | Units |
|---|------------|-----------------|
| <u>Records</u> | | |
| Photocopying and printing of files/bylaw (First 4 pages free) | \$0.35 | per b+w page |
| <i>per page</i> | \$0.50 | per colour page |
| Microfilm printing | \$0.35 | |
| <i>per page</i> | | |
| <u>Photograph Reproductions</u> | | |
| Scanned image (each) | \$18.25 | |
| CD | \$6.75 | |
| 5" x 7" | \$14.50 | |
| 8" x 10" | \$18.25 | |
| 11" x 14" | \$27.00 | |
| 16" x 20" | \$37.50 | |
| 20" x 24" | \$46.75 | |

Archives**Tax Searches Fees**

| Description | Fee |
|---|---------|
| <u>Tax Searches and Printing of Tax Records</u> | |
| Searches ranging from 1 to 5 years | \$29.75 |
| Each year greater than 5 years | \$6.75 |

Archives and Records**Preliminary Site Investigation**

| Description | Fee |
|--|----------|
| Active Records Check Survey (per civic address searched) | \$232.00 |

Archives**Mail Orders**

| Description | Fee |
|-------------|--------|
| Mail orders | \$6.75 |

Archives**Research Service Fee**

| Description | Fee | Unit |
|---------------------------------|---------|----------|
| Commercial Research Service Fee | \$46.00 | 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 (publication and commercial fees still apply).

SCHEDULE – BILLING AND RECEIVABLES

Billing and Receivables

Receivables Fees

| Description | Fee |
|--|----------------------|
| Administrative charges for receivable projects undertaken for arm's length third parties | (20% of actual cost) |
| Non-Sufficient Fund (NSF) charges | \$34.50 |

SCHEDULE – BOARD OF VARIANCE

Board of Variance Bylaw No. 9259

Application Fees

Section 3.1.2(c), 3.2.3

| Description | Fee |
|---|------------|
| Application for order under section 901 of <i>Local Government Act</i> [Variance or exemption to relieve hardship] | \$664.00 |
| Application for order under section 901.1 of <i>Local Government Act</i> [Exemption to relieve hardship from early termination of land use contract] | \$664.00 |
| Application for order under section 902 of <i>Local Government Act</i> [Extent of damage preventing reconstruction as non-conforming use] | \$664.00 |
| Fee for notice of new hearing due to adjournment by applicant | \$154.00 |

SCHEDULE – BOULEVARD AND ROADWAY PROTECTION AND REGULATION

Boulevard and Roadway Protection and Regulation Bylaw No. 6366

Inspection Charges

Section 11

| Description | Fee |
|---|------------|
| Additions & Accessory Buildings Single or Two Family Dwellings over 10 m2 in size; In-ground Swimming Pools & Demolitions | \$175.00 |
| Move-Offs; Single or Two Family Dwelling Construction | \$175.00 |
| Combined Demolition & Single or Two Family Dwelling Construction | \$175.00 |
| Commercial; Industrial; Multi-Family; Institutional; Government Construction | \$232.00 |
| Combined Demolition & Commercial; Industrial; Multi-family; Institutional or Government Construction | \$232.00 |
| Each additional inspection as required | \$87.00 |

SCHEDULE – BUILDING REGULATION

Building Regulation Bylaw No. 7230

Plan Processing Fees

Section 5.13

| Description | Fee |
|---|------------|
| For a new one family dwelling | \$634.00 |
| 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> | \$72.50 |
| For a sewage holding tank | \$147.00 |

Building Regulation Bylaw No. 7230

Building Permit Fees for those buildings referred to in Subsection 5.13.6

Sections 5.2, 5.5, 5.6, 7.2

| Description | Fee |
|---|------------|
| Nil to \$1,000.00 (minimum fee) | \$72.50 |
| Exceeding \$1,000.00 up to \$100,000.00 | \$72.50 |
| <i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i> *Plus | \$11.25 |
| Exceeding \$100,000.00 to \$300,000.00 | \$1,186.25 |
| <i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i> **Plus | \$10.75 |
| Exceeding \$300,000.00 | \$3,336.25 |
| <i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i> ***Plus | \$8.75 |

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

Building Regulation Bylaw No. 7230
Building Permit Fees for all Other Building Types
Sections 5.5, 5.9, 5.11, 5.14, 7.2, 11.1, 12.7, 12.9, 12.10

| Description | Fee |
|---|-----------------------|
| Nil to \$1,000.00 (minimum fee) | \$72.50 |
| Exceeding \$1,000.00 up to \$100,000.00 | \$72.50 |
| <i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i> | <i>*Plus \$11.50</i> |
| Exceeding \$100,000.00 up to \$300,000.00 | \$1,211.00 |
| <i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i> | <i>**Plus \$11.00</i> |
| Exceeding \$300,000.00 | \$3,411.00 |
| <i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i> | <i>***Plus \$9.00</i> |

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

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

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

| Description | Fee | Units |
|--|------------|--------------------|
| (i) new construction of first storey | \$1,215.00 | per m ² |
| (ii) new construction of second storey | \$1,120.00 | per m ² |
| (iii) garage | \$622.00 | per m ² |
| (iv) decks or porches | \$513.00 | per m ² |
| (v) interior finishing on existing buildings | \$574.00 | per m ² |
| (vi) additions | \$1,215.00 | per m ² |

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

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

| Description | Fee |
|---|----------------|
| <u>Building Design Modification Fee</u> | |
| Plan Review (per hour or portion thereof) | \$130.00 |
| Building Permit Fee for Temporary Building for Occupancy | \$576.00 |
| <u>Re-inspection Fees</u> | |
| (a) for the third inspection | \$87.00 |
| (b) for the fourth inspection | \$119.00 |
| (c) for the fifth inspection | \$232.00 |
| <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 | \$130.00 |
| (b) outside the City's normal business hours | \$507.00 |
| *for each hour or part thereof after the first four hours | *Plus \$130.00 |
| Building Permit Transfer or Assignment Fee (a) or (b) a fee of 10% to the nearest dollar of the original building permit fee - whichever is greater of (a) or (b) | \$72.50 |
| Building Permit Extension Fee (a) or (b) a fee of 10% to the nearest dollar of the original building permit fee - whichever is greater of (a) or (b) | \$72.50 |
| <u>Building Move Inspection Fee:</u> | |
| (a) within the City boundaries | \$130.00 |
| (b) outside the City boundaries when travel is by City vehicle | \$130.00 |
| ** per km travelled | **Plus \$2.75 |

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

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

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

| Description | Fee |
|--|------------|
| Provisional Occupancy Inspection Fee (per building permit inspection visit) | \$290.00 |
| Provisional Occupancy Notice Extension Fee | \$461.00 |
| Building Demolition Inspection Fee for each building over 50 m ² in floor area | \$454.00 |
| Sewage Holding Tank Permit Fee | \$290.00 |
| <u>Use of Equivalents Fees:</u> | |
| (a) each report containing a maximum of two separate equivalents | \$632.00 |
| (b) for each equivalent greater than two contained in the same report | \$260.00 |
| (c) for an amendment to an original report after the acceptance or rejection of the report | \$130.00 |
| (d) for Air Space Parcels (treating buildings as one building) | \$2,257.00 |

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

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

| Description | Fee | Units |
|--|----------|------------------|
| Domestic Installation – one family dwelling (a) | \$72.50 | per appliance |
| - <i>whichever is greater (a) or (b)</i> (b) | \$27.00 | |
| Domestic/Commercial/Industrial Installations – two family dwellings , multiple unit residential buildings, including townhouse units) | | |
| (a) appliance input up to 29 kW | \$72.50 | |
| (b) appliance input exceeding 29 kW | \$119.00 | |
| <u>Special Inspection Fees:</u> | | |
| (a) during the City's normal business hours | \$130.00 | |
| (b) outside the City's normal business hours | \$507.00 | |
| <i>*for each hour or part thereof after the first four hours</i> *Plus | \$130.00 | |

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 | \$87.00 |
| (b) for the fourth inspection | \$119.00 |
| (c) for the fifth inspection | \$232.00 |
| <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) | \$72.50 |
| <u>Piping alteration – for existing appliances</u> | |
| First 30 metres of piping | \$72.50 |
| Each additional 30 metres or part thereof | \$27.00 |
| Gas permit transfer or assignment fee (a) | \$72.50 |
| or (b) a fee of 10% to the nearest dollar of the original gas permit fee | |
| - whichever is greater of (a) or (b) | |
| Gas permit extension fee (a) | \$72.50 |
| or (b) a fee of 10% to the nearest dollar of the original gas permit fee | |
| - whichever is greater of (a) or (b) | |

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 | \$27.00 | |
| (b) minimum plumbing fee | \$72.50 | |
| (c) connection of City water supply to any hydraulic equipment | \$72.50 | |
| <u>Sprinkler & Standpipes</u> | | |
| (a) installation of any sprinkler system | \$72.50 | |
| *per additional head | *Plus \$3.25 | |
| (b) installation of each hydrant, standpipe, hose station, hose valve, or hose cabinet used for fire fighting | (c) \$72.50 (d) \$27.00 | per item |
| -whichever is greater of (c) or (d) | | |

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

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

| Description | Fee | Units |
|--|----------------------------|--------------|
| <u>Water Service</u> | | |
| (a) for the first 30 metres of water supply service pipe to a building or structure | \$72.50 | |
| (b) for each additional 30 metres of water supply service pipe to a building and structure | \$27.00 | |
| <u>Sanitary & Storm Sewers: Building Drains & Water Distribution</u> | | |
| (a) for the first 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof | \$72.50 | |
| (b) for each additional 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof | \$27.00 | |
| (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 | \$72.50 | |
| (d) for each additional 30 metres of a rough-in installation for a water distribution system in a multiple unit non-residential building for future occupancy, or part thereof | \$27.00 | |
| (e) for the installation of any neutralizing tank, catch basin, sump, or manhole | (f) \$72.50 (g) \$27.00 | per item |
| - whichever is greater of (f) or (g) | | |
| <u>Special Inspections</u> | | |
| (a) during the City's normal business hours | \$130.00 | |
| (b) outside the City's normal business hours or each hour | \$507.00 | |
| *for part thereof exceeding the first four hours | *Plus \$130.00 | |
| <u>Design Modification Fees</u> | | |
| Plan review | \$130.00 | per hour |
| <i>Applicable to Plumbing, Sprinkler & Standpipes, Water Service, and Sanitary & Storm Sewers; Building Drains & Water Distributions</i> | | |

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

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

| Description | Fee |
|--|-------------------------------------|
| <u>Plumbing Re-Inspection Fee</u> (a) for the third inspection (b) for the fourth inspection (c) for the fifth inspection <i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i> | \$87.00 \$119.00 \$232.00 |
| 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> | \$72.50 |
| 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> | \$72.50 |
| Provisional Plumbing Compliance Inspection Fee (per permit visit) | \$147.00 |
| Provisional Plumbing Compliance Notice Extension Fee | \$232.00 |
| Potable Water Backflow Preventer Test Report Decal | \$23.50 |

SCHEDULE – BUSINESS LICENCE

Business Licence Bylaw No. 7360

Assembly Use Group 1

| Group 1 – Business Licence Fee assessed by total floor area <i>Except Food Caterers which are assessed a fee in accordance with Group 3</i> | | |
|---|----------------------------|------------|
| Square Metres (m²) | (Square Feet) (ft²) | Fee |
| 0.0 to 93.0 | (0 to 1000) | \$168.00 |
| 93.1 to 232.5 | (1001 to 2500) | \$255.00 |
| 232.6 to 465.0 | (2501 to 5000) | \$440.00 |
| 465.1 to 930.0 | (5001 to 10000) | \$700.00 |
| 930.1 to 1860.1 | (10001 to 20000) | \$1,240.00 |
| 1860.2 to 2790.1 | (20001 to 30000) | \$1,775.00 |
| 2790.2 to 3720.2 | (30001 to 40000) | \$2,315.00 |
| 3720.3 to 4650.2 | (40001 to 50000) | \$2,848.00 |
| 4650.3 to 5580.3 | (50001 to 60000) | \$3,387.00 |
| 5580.4 and over | (60001 and over) | \$3,839.00 |
| Food Primary Liquor Licence Fee | | \$350.00 |
| Mobile Vendors (Food) Fee (per vehicle) | | \$81.50 |

Business Licence Bylaw No. 7360

Assembly Use Group 2

| Group 2 – Business Licence Fee assessed by Number of Seats | |
|---|------------|
| Seats | Fee |
| 0 to 30 | \$529.00 |
| 31 to 60 | \$1,052.00 |
| 61 to 90 | \$1,578.00 |
| 91 to 120 | \$2,105.00 |
| 121 to 150 | \$2,625.00 |
| 151 to 180 | \$3,150.00 |
| 181 to 210 | \$3,672.00 |
| 211 and over | \$3,839.00 |

Business Licence Bylaw No. 7360**Assembly Use Group 3**

| Group 3 – Business Licence Fee assessed by Number of Employees (including owners)* | |
|---|------------|
| Employees | Fee |
| 0 to 5 | \$136.00 |
| 6 to 10 | \$227.00 |
| 11 to 15 | \$326.00 |
| 16 to 25 | \$484.00 |
| 26 to 50 | \$700.00 |
| 51 to 100 | \$1,011.00 |
| 101 to 200 | \$1,426.00 |
| 201 to 500 | \$2,057.00 |
| 501 to 1000 | \$3,107.00 |
| 1001 and over | \$3,839.00 |

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

Business Licence Bylaw No. 7360**Residential Use**

| Residential Use – Business Licence Fee assessed by Number of Rental Units | |
|--|------------|
| Units | Fee |
| 0 to 5 | \$162.00 |
| 6 to 10 | \$250.00 |
| 11 to 25 | \$425.00 |
| 26 to 50 | \$690.00 |
| 51 to 100 | \$1,214.00 |
| 101 to 200 | \$1,737.00 |
| 201 to 300 | \$2,262.00 |
| 301 to 400 | \$2,782.00 |
| 401 to 500 | \$3,300.00 |
| 501 and over | \$3,839.00 |

Business Licence Bylaw No. 7360**Service Use**

| Service Use – Business Licence Fee assessed by Number of Employees (including owners)* | |
|---|------------|
| Employees | Fee |
| 0 to 5 | \$136.00 |
| 6 to 10 | \$233.00 |
| 11 to 15 | \$340.00 |
| 16 to 25 | \$500.00 |
| 26 to 50 | \$715.00 |
| 51 to 100 | \$1,039.00 |
| 101 to 200 | \$1,457.00 |
| 201 to 500 | \$2,110.00 |
| 501 to 1000 | \$3,176.00 |
| 1001 and over | \$3,839.00 |

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

Business Licence Bylaw No. 7360**Mercantile Use**

| Mercantile Use – Business Licence Fee assessed by total floor area | | |
|---|---------------------------------------|------------|
| Square Metres (m²) | (Square Feet) (ft²) | Fee |
| 0.0 to 93.0 | (0 to 1000) | \$136.00 |
| 93.1 to 232.5 | (1001 to 2500) | \$215.00 |
| 232.6 to 465.0 | (2501 to 5000) | \$394.00 |
| 465.1 to 930.0 | (5001 to 10000) | \$662.00 |
| 930.1 to 1860.1 | (10001 to 20000) | \$1,197.00 |
| 1860.2 to 2790.1 | (20001 to 30000) | \$1,738.00 |
| 2790.2 to 3720.2 | (30001 to 40000) | \$2,270.00 |
| 3720.3 to 4650.2 | (40001 to 50000) | \$2,804.00 |
| 4650.3 to 5580.3 | (50001 to 60000) | \$3,341.00 |
| 5580.4 and over | (60001 and over) | \$3,839.00 |

Business Licence Bylaw No. 7360
Industrial/Manufacturing Use

| Industrial/Manufacturing Use – Business Licence Fee assessed by Number of Employees (including owners)* | |
|--|------------|
| Employees | Fee |
| 0 to 5 | \$162.00 |
| 6 to 10 | \$267.00 |
| 11 to 15 | \$373.00 |
| 16 to 25 | \$529.00 |
| 26 to 50 | \$743.00 |
| 51 to 100 | \$1,052.00 |
| 101 to 200 | \$1,473.00 |
| 201 to 500 | \$2,098.00 |
| 501 to 1000 | \$3,144.00 |
| 1001 and over | \$3,839.00 |

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

Business Licence Bylaw No. 7360
Vehicle for Hire Businesses

| Description | Fee |
|--|------------|
| <u>Vehicle for Hire Business Fee</u> | |
| Each Vehicle for Hire applicant must pay (1) and (2)*: | |
| (1) Vehicle for Hire office fee | \$136.00 |
| (2) Per vehicle licence fee* | |
| <i>based on the number of vehicles</i> | |
| CLASS "A" Taxicab | \$126.00 |
| CLASS "B" Limousine | \$81.50 |
| CLASS "C" Sightseeing Taxicab | \$126.00 |
| CLASS "D" Airport Taxicab | \$126.00 |
| CLASS "E" Private Bus | \$126.00 |
| CLASS "I" Charter Minibus | \$126.00 |
| CLASS "J" Rental Vehicle | |
| Group 1 | \$16.00 |
| Group 2 | \$81.50 |
| CLASS "K" Driver Training Vehicle | \$60.75 |
| CLASS "M" Tow-Truck | \$126.00 |
| CLASS "N" Taxicab for Persons with Disabilities | \$126.00 |
| CLASS "P" Pedicab | \$126.00 |

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

| Description | Fee |
|---|------------|
| <i>*Notwithstanding the per-vehicle licence fees stipulated in Section 2, the maximum licence fee for any Vehicle for Hire business</i> | \$3,839.00 |
| Transferring a Vehicle for Hire Licence within any calendar year | \$47.00 |
| Replacing a Vehicle for Hire Licence plate or decal | \$14.00 |

Business Licence Bylaw No. 7360
Vending Machine Uses

| Description | Fee |
|---|------------|
| <u>Vending Machine Business Licence Fee</u> | |
| Group 1 (per machine) | \$30.50 |
| Group 2 (per machine) | \$42.50 |
| Group 3 (per machine) | \$9.50 |
| Banking Machine licence fee (per machine) | \$131.00 |
| Amusement Machine licence fee (per machine) | \$30.50 |

Business Licence Bylaw No. 7360
Adult Orientated Uses

| Description | Fee |
|---|------------|
| Adult entertainment establishment licence | \$3,839.00 |
| Casino | \$6,074.00 |
| <u>Body-Painting Studio</u> | |
| Studio licence | \$3,839.00 |
| Each body-painting employee | \$136.00 |
| <u>Body-Rub Studio</u> | |
| Studio licence | \$3,839.00 |
| Each body-rub employee | \$136.00 |
| <u>Escort Service</u> | |
| Escort service licence | \$3,839.00 |
| Each escort employee | \$136.00 |

Business Licence Bylaw No. 7360**Farmer's Market**

| Description | Fee |
|-------------------------|----------|
| Farmer's market licence | \$136.00 |

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

| Description | Fee |
|--|---------|
| Requests for comfort letters (includes GST) per address/business | \$60.50 |
| 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 | \$47.00 |
| Changing the category or subcategory of a licence (a) <i>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)</i> | \$47.00 |
| Licence reprint | \$11.50 |

Business Licence Bylaw No. 7360**Off-Leash Permits**

| Description | Fee |
|---------------|----------|
| Annual permit | \$116.00 |

SCHEDULE – COMMUNITY BYLAWS DOCUMENTATION FEES

Community Bylaws Documentation Fees

| Description | Fee |
|--|------------|
| Requests for Comfort Letters (+ GST) per civic address & per unit | \$57.25 |

SCHEDULE – DEMOLITION WASTE AND RECYCLABLE MATERIALS

Demolition Waste and Recyclable Materials Bylaw No.9516

Section 4.1

| Description | Fee |
|--|--|
| Application Fee | \$256.00 per waste disposal and recycling services plan submission |
| Waste Disposal and Recycling Service Fee | \$2.00 per square feet of structure to be demolished |

SCHEDULE – DEVELOPMENT APPLICATION FEES

Zoning Amendments

| Section | Application Type | Base Fee | Incremental Fee |
|-------------------|---|--------------------------|--|
| Section 1.2.1 (a) | Zoning Bylaw Text Amendment | \$1,779.00 | 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 | \$2,261.00 \$2,825.00 | Not Applicable Not Applicable |
| Section 1.2.1 | Zoning Bylaw Designation Amendment for 'site specific zones' | \$3,388.00 | For residential portion of development: - \$43.00 per dwelling unit for first 20 dwelling units and \$22.00 per dwelling unit for each subsequent dwelling unit |
| | | | For non-residential building area: - \$27.50 per 100 m ² of building area for the first 1,000 m ² and \$17.00 per 100 m ² thereafter |
| | Zoning Bylaw Designation Amendment for all other zoning districts | \$2,261.00 | For residential portion of development: - \$22.00 per dwelling unit for first 20 dwelling units and \$11.50 per dwelling unit for each subsequent dwelling unit |
| | | | For non-residential building area: - \$17.00 per 100 m ² of building area for the first 1,000 m ² and \$6.50 per 100 m ² thereafter |
| Section 1.2.3 | Additional Public Hearing for Zoning Bylaws Text or Designation Amendments | \$852.00 | \$852.00 for each subsequent Public Hearing required |
| Section 1.2.5 | Expedited Timetable for Zoning Designation Amendment (Fast Track Rezoning) | \$1,134.00 | Not Applicable |

Official Community Plan Amendments

| Section | Description | Base Fee | Incremental Fee |
|---------------|---|------------|--|
| Section 1.3.1 | Official Community Plan Amendment without an associated Zoning Bylaw Amendment | \$3,388.00 | Not Applicable |
| Section 1.3.2 | Additional Public Hearing for Official Community Plan Amendment <i>for second public hearing</i> | \$852.00 | \$852.00 for each subsequent Public Hearing required |

Development Permits

| 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 | \$1,697.00 | \$564.00 for the first 464.5 m ² of gross floor area plus: - \$116.00 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area up to 9,290 m ² , plus - \$22.50 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area over 9,290 m ² |
| Section 1.4.2 | Development Permit for Coach House or Granny Flat | \$1,085.00 | Not Applicable |
| Section 1.4.3 | Development Permit, which includes property: (a) designated as an Environmentally Sensitive Area (ESA); or (b) located within, or adjacent to the Agricultural Land Reserve (ALR) | \$1,697.00 | Not Applicable |
| Section 1.4.4 | General Compliance Ruling for an issued Development Permit | \$571.00 | Not Applicable |
| Section 1.4.5 | Expedited Timetable for a Development Permit (Fast Track Development Permit) | \$1,134.00 | Not Applicable |

Development Variance Permits

| Section | Description | Base Fee | Incremental Fee |
|---------------|-----------------------------|------------|-----------------|
| Section 1.5.1 | Development Variance Permit | \$1,697.00 | Not Applicable |

Temporary Use Permits

| Section | Description | Base Fee | Incremental Fee |
|---------------|------------------------------|------------|-----------------|
| Section 1.6.1 | Temporary Use Permit | \$2,261.00 | Not Applicable |
| | Temporary Use Permit Renewal | \$1,134.00 | Not Applicable |

Land Use Contract Amendments

| Section | Description | Base Fee | Incremental Fee |
|---------------|-----------------------------|------------|-----------------|
| Section 1.7.1 | Land Use Contract Amendment | \$1,085.00 | Not Applicable |

Liquor-Related Permits

| Section | Description | Base Fee | Incremental Fee |
|---------------|---|----------|-----------------|
| Section 1.8.2 | Licence to serve liquor under the Liquor Control and Licensing Act and Regulations; | \$571.00 | Not Applicable |
| (a) | or change to existing license to serve liquor | | |
| Section 1.8.5 | Temporary changes to existing liquor licence | \$301.00 | Not Applicable |
| (b) | | | |

Subdivision and Consolidation of Property

| Section | Description | Base Fee | Incremental Fee |
|---------------|---|------------|--|
| Section 1.9.1 | Subdivision of property that does not include an air space subdivision or the consolidation of property | \$852.00 | \$116.00 for the second and each additional parcel |
| Section 1.9.2 | Extension or amendment to a preliminary approval of subdivision letter | \$289.00 | \$289.00 for each additional extension or amendment |
| Section 1.9.3 | Road closure or road exchange | \$852.00 | (In addition to the application fee for the subdivision) |
| Section 1.9.4 | Air Space Subdivision | \$6,638.00 | \$163.00 for each air space parcel created |
| Section 1.9.5 | Consolidation of property without a subdivision application | \$116.00 | Not Applicable |

Strata Title Conversion of Existing Building

| Section | Description | Base Fee | Incremental Fee |
|--------------------|--|------------|-----------------|
| Section 1.10.1 (a) | Strata Title Conversion of existing two-family dwelling | \$2,261.00 | Not Applicable |
| Section 1.10.1 (b) | Strata Title Conversion of existing multi-family dwelling, commercial buildings and industrial buildings | \$3,388.00 | Not Applicable |

Phased Strata Title Subdivisions

| Section | Description | Base Fee | Incremental Fee |
|----------------|---------------------|--------------------------|------------------------------------|
| Section 1.11.1 | Phased Strata Title | \$571.00 for first phase | \$571.00 for each additional phase |

Servicing Agreements and Latecomer Fees

| Section | Description | Base Fee | Incremental Fee |
|----------------|---------------------|------------------------------|--|
| Section 1.12.1 | Servicing Agreement | Processing fee of \$1,134.00 | Subject to Section 1.12.2 of Development Application Fees Bylaw No.8951, an inspection fee of 4% of the approved off-site works and services |
| Section 1.12.3 | Latecomer Agreement | \$5,419.00 | Not Applicable |

Civic Address Changes

| Section | Description | Base Fee | Incremental Fee |
|----------------|---|------------|-----------------|
| Section 1.13.1 | Civic Address change associated with the subdivision or consolidation of property | \$289.00 | Not Applicable |
| | Civic Address change associated with a new building constructed on a corner lot | \$289.00 | Not Applicable |
| | Civic Address change due to personal preference | \$1,134.00 | Not Applicable |

Telecommunication Antenna Consultation and Siting Protocol

| Section | Description | Base Fee | Incremental Fee |
|----------------|---|------------|-----------------|
| Section 1.14.1 | Telecommunication Antenna Consultation and Siting | \$2,261.00 | Not Applicable |

Heritage Applications

| Section | Description | Base Fee | Incremental Fee |
|-----------------------|--|--|----------------------------------|
| Section 1.15.1 (a) | <u>Heritage Alteration Permit</u> No Development Permit or Rezoning application With Development Permit or Rezoning application | \$247.00 (20% of the total applicable development permit or rezoning fee, whichever is greater) | Not Applicable Not Applicable |
| Section 1.15.1 (b) | <u>Heritage Revitalization Agreement</u> No Development Permit or Rezoning application With Development Permit or Rezoning application | \$247.00 (20% of the total applicable development permit or rezoning fee, whichever is greater) | Not Applicable Not Applicable |

Administrative Fees**Section 1.16**

| Section | Description | Base Fee | Incremental Fee |
|-----------------|---|--------------------------------|--|
| Section 1.16.1 | Change in property ownership or authorized agent | \$289.00 | Not Applicable |
| Section 1.16.2 | Change in mailing address of owner, applicant or authorized agent | \$54.50 | 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 | \$289.00 | Not Applicable |
| Section 1.16.4 | Approving Officer legal plan signing or re-signing fee | \$60.25 per legal plan | Not Applicable |
| Section 1.16.5 | Site Profile submission | \$60.25 per site profile | Not Applicable |
| Section 1.16.6 | Amendment To or Discharge of Legal Agreement that does not require City Council approval | \$289.00 per legal agreement | Not Applicable |
| Section 1.16.7 | Amendment To or Discharge of Legal Agreement that requires City Council approval | \$1,134.00 per legal agreement | Not Applicable |
| Section 1.16.8 | Additional Landscape inspection because of failure to comply with City requirements | \$122.00 for second inspection | \$122.00 for each additional inspection required |
| Section 1.16.9 | Preparation of Information Letter (Comfort Letter) for general land use | \$70.75 per property | Not Applicable |
| Section 1.16.10 | Preparation of Information Letter (Comfort Letter) for building issues | \$70.75 per property | Not Applicable |

SCHEDULE – DOG LICENCING

Dog Licencing Bylaw No. 7138

Sections 2.1, 2.3

| Description | Fee |
|---|------------|
| <u>Dog – Not neutered or spayed</u> | |
| Normal Fee | \$79.50 |
| Prior to March 1 st of the year for which the application is made | \$57.00 |
| <u>Dog – Neutered or spayed</u> | |
| Normal Fee | \$34.50 |
| Prior to March 1 st of the year for which the application is made | \$23.00 |
| <i>For seniors who are 65 years of age or older that have paid prior to March 1st of the year for which the application is made</i> | \$11.50 |
| <u>Dangerous Dog – Not neutered or spayed</u> | |
| Normal Fee | \$284.00 |
| Prior to March 1 st of the year for which the application is made | \$228.00 |
| <u>Dangerous Dog – Neutered or spayed</u> | |
| Normal Fee | \$228.00 |
| Prior to March 1 st of the year for which the application is made | \$172.00 |
| <i>For seniors who are 65 years of age or older that have paid prior to March 1st of the year for which the application is made</i> | \$85.75 |
| Replacement tag* | \$6.50 |
| <i>*Fee for a replacement tag for each dog tag lost or stolen; or for each dog licence to replace a valid dog licence from another jurisdiction</i> | |

SCHEDULE – DONATION BIN REGULATION

Donation Bin Regulation Bylaw No.9502

Section 2.1

| Description | Fee |
|--------------------|--|
| Annual Permit Fee | \$103.00 per donation bin |
| Damage Deposit Fee | \$1,000.00 per donation bin location to a maximum of \$3,000 per permittee |

Donation Bin Regulation Bylaw No.9502

Section 2.2.7

| Description | Fee |
|--------------------|-------------|
| Clean-up Fee | Actual Cost |

Donation Bin Regulation Bylaw No.9502

Section 2.4

| Description | Fee |
|--------------------|-----------------------------------|
| Bin Removal Fee | \$103.00 per donation bin |
| Bin Retrieval Fee | \$205.00 per donation bin |
| Storage Fee | \$15.50 per day per donation bin |
| Disposal Fee | \$81.75 per donation bin disposal |

SCHEDULE – EMPLOYMENT AND PAYROLL RECORDS

| Description | Fee |
|------------------------------|---|
| Fee per request | \$103.00 |
| Photocopying fees additional | \$0.50 per page \$0.75 per page (double sided) |

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

SCHEDULE – FILMING APPLICATION AND FEES

Filming Application and Fees Bylaw No. 8172

Administration Fees

Section 3

| Description | Fee |
|-----------------------------------|------------|
| Application for Filming Agreement | \$110.00 |
| Film Production Business Licence | \$130.00 |
| Street Use Fee (100 feet/day) | \$54.50 |

Filming Application and Fees Bylaw No. 8172

City Parks & Heritage Sites

Section 3

| Description | Fee | Units |
|---------------------------------|------------|--------------|
| Major Park | | |
| <i>Per day</i> | \$814.00 | |
| <i>Per ½ day</i> | \$544.00 | |
| Neighbourhood Park | | |
| <i>Per day</i> | \$544.00 | |
| <i>Per ½ day</i> | \$326.00 | |
| <u>Britannia Shipyard</u> | | |
| Filming | \$2,168.00 | per day |
| Preparation & Wrap | \$1,085.00 | per day |
| Per Holding Day | \$544.00 | per day |
| City Employee | | |
| <i>Per regular working hour</i> | \$38.50 | |
| <i>Per hour after 8 hours</i> | \$57.25 | |
| <u>Minoru Chapel</u> | | |
| Filming | | |
| <i>October through June</i> | \$2,710.00 | per day |
| <i>July through September</i> | \$3,252.00 | per day |
| Preparation & Wrap | \$1,085.00 | per day |
| Per Holding Day | \$544.00 | per day |
| City Employee | | |
| <i>Per regular working hour</i> | \$38.50 | |
| <i>Per hour after 8 hours</i> | \$57.25 | |

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

| Description | Fee | Units |
|---|------------|--------------|
| <u>Nature Park</u> | | |
| Filming | \$1,085.00 | per day |
| Preparation & Wrap | \$544.00 | per day |
| City Employee | | |
| <i>Per regular working hour</i> | \$22.00 | |
| <i>Per hour after 8 hours</i> | \$33.00 | |
| <u>Gateway Theatre</u> | | |
| Filming | \$2,710.00 | per day |
| Preparation & Wrap | \$1,085.00 | per day |
| City Employee | | |
| <i>Per regular working hour</i> | \$36.25 | |
| <i>Per hour after 8 hours</i> | \$54.50 | |
| <u>City Hall</u> | | |
| Filming on regular business days | \$2,168.00 | per day |
| Filming on weekends or statutory holidays | \$1,085.00 | per day |
| Preparation & Wrap | \$1,085.00 | per day |
| City Employee | | |
| <i>Per regular working hour</i> | \$22.00 | |
| <i>Per hour after 8 hours</i> | \$33.00 | |

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

| Description | Fee | Units |
|--------------------------------------|------------|-------------------------|
| <u>RCMP (4-hour minimum)</u> | | |
| Per person | \$112.00 | per hour |
| <u>Fire Rescue (4-hour minimum)</u> | | |
| Fire Engine | \$140.00 | per hour |
| Fire Captain | \$96.50 | per hour |
| Firefighter (minimum 3 firefighters) | \$79.25 | per hour, per person |
| Use of special effects | \$110.00 | per day |
| Use of Fire Hydrant | | |
| <i>First day</i> | \$213.00 | |
| <i>Each additional day</i> | \$70.75 | |

SCHEDULE – FIRE PROTECTION AND LIFE SAFETY

Fire Protection and Life Safety Bylaw No. 8306

Fees & Cost Recovery

| Description | Section | Fee | Units |
|---|----------------|-------------|------------------------------|
| Permit | 4.1 | \$23.50 | |
| Permit Inspection, first hour | 4.3 | \$92.25 | |
| Permit Inspection, subsequent hours or part thereof | 4.3 | \$58.00 | |
| Attendance – open air burning without permit <i>first hour</i> | 4.5.1 | \$482.00 | per vehicle |
| Attendance – open air burning without permit <i>subsequent half-hour or part thereof</i> | 4.5.1 | \$243.00 | per vehicle |
| Attendance – open air burning in contravention of permit conditions <i>first hour or part thereof</i> | 4.5.3 | \$482.00 | per vehicle |
| Attendance – open air burning in contravention of permit conditions <i>subsequent half-hour or part thereof</i> | 4.5.3 | \$243.00 | 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) | \$482.00 | per vehicle |
| Vacant premises – securing premises | 9.7.4 | Actual cost | |
| Vacant premises – Richmond Fire-Rescue response | 9.7.5(a) | \$482.00 | 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 | \$119.00 | |
| Work done to effect compliance with order in default of owner | 14.1.6 | Actual cost | |
| Fire Extinguisher Training | 15.1.1 | \$26.50 | per person for profit groups |
| Fire Records (Research, Copying or Letter) | 15.1.1 | \$69.50 | per address |

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

| Description | Section | Fee |
|---|----------------|-------------|
| Review – Fire Safety Plan any building | 15.1.1 (b) | |
| Any building < 600 m ² area | | \$119.00 |
| Any building > 600 m ² area | | \$175.00 |
| High building, institutional | | \$232.00 |
| Revisions (per occurrence) | | \$58.00 |
| Inspection | 15.2.1 (a) | |
| 4 stories or less and less than 914 m ² per floor | | \$232.00 |
| 4 stories or less and between 914 and 1524 m ² per floor | | \$348.00 |
| 5 stories or more and between 914 and 1524 m ² per floor | | \$576.00 |
| 5 stories or more and over 1524 m ² per floor | | \$804.00 |
| Inspection or follow-up to an order <i>first hour</i> | 15.2.1 (b) | \$92.25 |
| Re-inspection or follow-up to an order <i>subsequent hours or part of hour</i> | 15.2.1 (b) | \$58.00 |
| 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 | 15.5.1 | \$348.00 |
| 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 | \$116.00 |
| Caused by security alarm system | 15.6.1 | \$232.00 |
| Monitoring agency not notified | 15.7.1 | \$232.00 |
| Alternate solution report or application review | General | \$175.00 |

SCHEDULE – NEWSPAPER DISTRIBUTION REGULATION

Newspaper Distribution Regulation Bylaw No. 7954

| Section | Application Type | Fee |
|----------------|---|---|
| Section 2.1.3 | Each compartment within a multiple publication news rack (MPN) for paid or free newspaper | \$164.00, plus applicable taxes, per year |
| Section 2.1.3 | Each newspaper distribution box for paid newspapers | \$81.50, plus applicable taxes, per year |
| Section 2.1.3 | Each newspaper distribution box for free newspapers | \$110.00, plus applicable taxes, per year |
| Section 2.1.3 | Each newspaper distribution agent for paid or free newspaper | \$272.00, plus applicable taxes, per year |
| Section 2.4.3 | Storage fee for each newspaper distribution box | \$110.00, plus applicable taxes, per year |

SCHEDULE – PLAYING FIELD USER FEES

Playing Field User Fees

Natural Turf Field Fees

| Description | Fee | Units |
|------------------------------------|------------|--------------|
| <u>Sand Turf (With Lights)</u> | | |
| Commercial (all ages) | | |
| <i>Full size</i> | \$38.00 | per hour |
| <i>Mini field</i> | \$19.25 | per hour |
| Private or Non-resident (all ages) | | |
| <i>Full size</i> | \$30.75 | per hour |
| <i>Mini field</i> | \$16.00 | per hour |
| Richmond Youth Groups* | | |
| <i>Full size</i> | \$10.75 | per hour |
| <i>Mini field</i> | \$5.75 | per hour |
| Richmond Adult Groups* | | |
| <i>Full size</i> | \$22.75 | per hour |
| <i>Mini field</i> | \$11.50 | per hour |
| <u>Sand Turf (No Lights)</u> | | |
| Commercial (all ages) | | |
| <i>Full size</i> | \$27.50 | per hour |
| Private or Non-resident (all ages) | | |
| <i>Full size</i> | \$22.00 | per hour |
| Richmond Youth Groups* | | |
| <i>Full size</i> | \$8.00 | per hour |
| Richmond Adult Groups* | | |
| <i>Full size</i> | \$17.00 | per hour |

Playing Field User Fees
Natural Turf Field Fees (cont.)

| Description | Fee | Units |
|------------------------------------|------------|--------------|
| <u>Soil Turf (No Lights)</u> | | |
| Commercial (all ages) | | |
| <i>Full size</i> | \$9.50 | per hour |
| <i>Mini field</i> | \$5.00 | per hour |
| Private or Non-resident (all ages) | | |
| <i>Full size</i> | \$7.75 | per hour |
| <i>Mini field</i> | \$4.25 | per hour |
| Richmond Youth Groups* | | |
| <i>Full size</i> | \$3.25 | per hour |
| <i>Mini field</i> | \$2.00 | per hour |
| Richmond Adult Groups* | | |
| <i>Full size</i> | \$5.75 | per hour |
| <i>Mini field</i> | \$3.25 | per hour |

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

Playing Field User Fees
Artificial Turf Fees

| Description | Fee | Units |
|-------------------------------------|------------|--------------|
| Richmond Youth Groups* | | |
| <i>Full size</i> | \$23.00 | per hour |
| <i>Mini field</i> | \$11.50 | per hour |
| Richmond Adult Groups* | | |
| <i>Full size</i> | \$38.75 | per hour |
| <i>Mini field</i> | \$19.75 | per hour |
| Commercial/Non-residents (all ages) | | |
| <i>Full size</i> | \$56.75 | per hour |
| <i>Mini field</i> | \$28.75 | per hour |

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

Playing Field User Fees
Ball Diamonds

| Description | Fee | Units |
|--|------------|--------------|
| <u>Sand Turf (With Lights)</u> | | |
| Commercial (all ages) <i>Full size</i> | \$24.25 | per hour |
| Private or Non-resident (all ages) <i>Full size</i> | \$19.50 | per hour |
| Richmond Youth Groups* <i>Full size</i> | \$7.00 | per hour |
| Richmond Adult Groups* <i>Full size</i> | \$15.00 | per hour |
| <u>Sand Turf (No Lights)</u> | | |
| Commercial (all ages) <i>Full size</i> | \$22.00 | per hour |
| Private or Non-resident (all ages) <i>Full size</i> | \$18.00 | per hour |
| Richmond Youth Groups* <i>Full size</i> | \$6.50 | per hour |
| Richmond Adult Groups* <i>Full size</i> | \$13.75 | per hour |
| <u>Soil Turf (No Lights)</u> | | |
| Commercial (all ages) <i>Full size</i> | \$6.75 | per hour |
| Private or Non-resident (all ages) <i>Full size</i> | \$5.50 | per hour |
| Richmond Youth Groups* <i>Full size</i> | \$2.50 | per hour |
| Richmond Adult Groups* <i>Full size</i> | \$4.50 | per hour |
| <u>Artificial Turf (With Lights)</u> | | |
| Commercial (all ages) <i>Full size</i> | \$60.50 | per hour |
| Private or Non-resident (all ages) <i>Full size</i> | \$60.50 | per hour |
| Richmond Youth Groups* <i>Full size</i> | \$24.25 | per hour |
| Richmond Adult Groups* <i>Full size</i> | \$41.25 | per hour |

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

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

| Description | Fee | Units |
|--|----------|----------|
| Training Fee – all ages Track and Field Club | \$790.00 | per year |
| Richmond Youth Meets* | \$147.00 | per meet |
| Richmond Adult Meets* | \$230.00 | per meet |
| Private Group Track Meets or Special Events | \$575.00 | per day |
| Private Group Track Meets or Special Events | \$48.50 | per hour |

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

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

| Description | Fee |
|----------------------------------|---------|
| Requested in person at City Hall | \$41.00 |
| Requested through BC Online | \$35.50 |

SCHEDULE – PROPERTY TAX BILLING INFORMATION

| Description | Fee |
|---|---------|
| Tax Apportionment – per child folio | \$35.00 |
| Mortgage Company Tax Information Request – per folio | \$10.25 |
| Additional Tax and/or Utility Bill reprints – per folio/account | \$5.75 |

SCHEDULE – PUBLICATION FEES

Publication Fees

| Description | Fee |
|---|------------|
| <u>Computer Sections Maps, 24" x 24"</u> | |
| Individual | \$6.25 |
| CD | \$84.50 |
| Custom Mapping (per hour) | \$68.00 |
| Design Specifications (contents only) | \$107.00 |
| Drafting Standards | \$107.00 |
| <u>Drawing Prints (As-Built)</u> | |
| A-1 Size, 24" x 36" | \$6.25 |
| B Size, 18" x 24" | \$4.50 |
| <u>GIS Data Requests</u> | |
| Service fee | \$119.00 |
| First layer* | \$168.00 |
| Each additional layer* | \$58.00 |
| CD or DVD of GIS layers of Municipal works of City of Richmond | \$6,868.00 |
| Single-Family Lot Size Policy, March 1990 | \$23.50 |
| Supplemental Specifications and Detail Drawings (contents only) | \$107.00 |
| <u>Street Maps</u> | |
| Large, 36" x 57" | \$9.00 |
| Small, 22" x 34" | \$6.25 |
| <u>Utility Section Maps, 15" x 24"</u> | |
| Individual | \$4.50 |
| CD | \$84.50 |

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

SCHEDULE – RCMP DOCUMENTATION FEES

RCMP Documentation Fees

| Description | Fee |
|--|----------------|
| Criminal Record Checks | \$63.00 |
| Volunteer Criminal Record Checks – Volunteering outside the City of Richmond | \$27.00 |
| Volunteer Criminal Record Checks – Volunteering within the City of Richmond | No Charge |
| Police Certificate (including prints) | \$63.00 |
| Fingerprints | \$63.00 |
| Record of Suspension / Local Records Checks | \$63.00 |
| Name Change Applications | \$63.00 |
| Collision Analyst Report | \$589.00 |
| Field Drawing Reproduction | \$42.50 |
| Scale Drawing | \$122.00 |
| Mechanical Inspection Report | \$252.00 |
| Police Report and Passport Letter | \$63.00 |
| Insurance Claim Letter | \$63.00 |
| Court Ordered File Disclosure | \$63.00 |
| * per page | *Plus \$2.00 |
| **Shipping cost | **Plus \$8.50 |
| Photos 4" x 6" (per photo) | \$3.50 |
| ***Shipping cost | ***Plus \$8.50 |
| Photos (each laser) | \$2.50 |
| Photos – Burn CD | \$20.00 |
| Video Reproduction | \$48.25 |
| Audio Tape Reproduction | \$46.00 |

SCHEDULE – RESIDENTIAL LOT (VEHICULAR) ACCESS REGULATION

Residential Lot (Vehicular) Access Regulation Bylaw No. 7222

Administration Fees

Section 2.3

| Description | Fee |
|--------------------------------------|------------|
| <u>Driveway Crossing Application</u> | |
| Administration/Inspection Fee | \$87.00 |

SCHEDULE – SIGN REGULATION

Sign Regulation Bylaw No. 5560

Sign Permit Fees

| Description | Fee |
|---|------------|
| Application processing fee* | \$52.50 |
| Up to 5 m ² | \$52.50 |
| 5.01 m ² to 15 m ² | \$69.25 |
| 15.01 m ² to 25 m ² | \$104.00 |
| 25.01 m ² to 45 m ² | \$140.00 |
| 45.01 m ² to 65 m ² | \$186.00 |
| 65.01 m ² or more | \$232.00 |
| Permit to alter a sign or relocate a sign on the same lot | \$52.50 |

**Each applicant for a sign permit shall submit the processing fee together with his application. Upon approval of the application, this fee will be a credit towards the appropriate permit fee levied as set out in this Schedule. In cases of rejection of an application, the processing fee will not be refunded.*

SCHEDULE – TREE PROTECTION

Tree Protection Bylaw No. 8057

Permit Fees

Sections 4.2, 4.6

| Description | Fee |
|--|------------|
| <u>Permit application fee</u> | |
| To remove a hazard tree | No Fee |
| One (1) tree per parcel during a 12 month period | No Fee |
| Two (2) or more trees | \$58.00 |
| Renewal, extension or modification of a permit | \$58.00 |

SCHEDULE – VEHICLE FOR HIRE REGULATION

Vehicle For Hire Regulation Bylaw No. 6900

Permit & Inspection Fees

Sections 3.7, 6.3

| Description | Fee | Units |
|--|------------|--------------|
| Transporting of trunks | \$6.75 | per trunk |
| Towing permit | \$58.00 | |
| Inspection fee for each inspection after the second inspection | \$29.75 | |

SCHEDULE – VISITING DELEGATION, STUDY TOUR AND CITY HALL TOUR

Visiting Delegation, Study Tour and City Hall Tour Bylaw No. 9068

Section 2.1

| Description | | Fee |
|--------------------------------------|-------------------|------------------------------------|
| City Hall Tour | | \$256.00 plus room rental fee |
| Visiting Delegation or Study Tour | Up to 2 hours | \$256.00 plus room rental fee |
| | 2 to 4 hours | \$511.00 plus room rental fee |
| | More than 4 hours | \$1,021.00 plus room rental fee |

SCHEDULE – WATER USE RESTRICTION

Water Use Restriction Bylaw No. 7784

Permit Fees

Section 3.1

| Description | Fee |
|--|------------|
| Permit application fee for new lawns or landscaping (s.3.1.1(a)) | \$35.00 |
| Permit application fee for nematode applications for European Chafer Beetle control, where property does not have water meter service (s.3.1.1(b)) | \$35.00 |
| Permit application fee for nematode applications for European Chafer Beetle control, where property has water meter service (s.3.1.1(b)) | NIL |

SCHEDULE – WATERCOURSE PROTECTION AND CROSSING

Watercourse Protection and Crossing Bylaw No. 8441

Application Fees

| Description | Fee |
|-------------------------------------|------------|
| <u>Culvert</u> | |
| Application Fee | \$342.00 |
| City Design Option | \$1,130.00 |
| Inspection Fee * | \$23.00 |
| <i>*Per linear metre of culvert</i> | |
| <u>Bridge</u> | |
| Application Fee | \$116.00 |
| Inspection Fee | \$228.00 |

Note: There is no City Design Option for bridges.



City of Richmond

Report to Committee Planning and Development Division

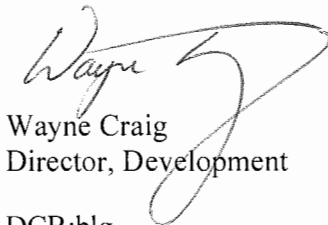
To: Planning Committee
From: Wayne Craig
Director, Development

Date: September 29, 2016
File: RZ 15-692812

Re: Application by Westmark Developments (Camosun) Ltd. for Rezoning at 9240, 9248, 9260 Cambie Road from Single Detached (RS1/F) to Town Housing (ZT79) - Alexandra Neighbourhood (West Cambie)

Staff Recommendation

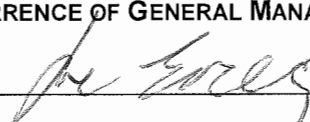
That Richmond Zoning Bylaw 8500, Amendment Bylaw 9597 to create the "Town Housing (ZT79) - Alexandra Neighbourhood (West Cambie)" zone, and to rezone 9240, 9248, 9260 Cambie Road from "Single Detached (RS1/F)" to "Town Housing (ZT79) - Alexandra Neighbourhood (West Cambie)", be introduced and given first reading.



Wayne Craig
Director, Development

DCB:blg

Att.

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

Staff Report

Origin

Westmark Developments (Camosun) Ltd. has applied to the City of Richmond for permission to rezone 9240, 9248, 9260 Cambie Road (Attachment 1) from Single Detached (RS1/F) to a site specific zone in order to develop a 59-unit townhouse project. The site is located in the Alexandra neighbourhood (Attachment 2).

Conceptual Development Plans are provided in Attachment 3 and a Development Application Data Sheet providing technical details about the development proposal is provided in Attachment 4.

Findings of Fact

The development site will involve the consolidation of the three lots into a single property with a gross site area of 12,063 m² (2.98 ac.) before road dedications. The development site is currently vacant and all structures on the properties have been removed.

The proposal is for 59 three-storey townhouses distributed within 14 “neo-Victorian” row-house-shingle style buildings. The site will be bisected to accommodate the east-west extension of McKim Way; with the northern section of the site accommodating 45 townhouses and the southern section accommodating 14 townhouses. Both parts of the project will have their own outdoor amenity space for use by the residents.

The proposed development will involve significant road dedications along Cambie Road, Dubbert Street and McKim Way to contribute to the road alignments identified in the West Cambie Area Plan. The project will also be required to connect to the City’s District Energy Utility. A Servicing Agreement will be required for this development. The Servicing Agreement requirement is included in the Rezoning Considerations (Attachment 6).

Surrounding Development

The subject site is located on the south side of Cambie Road approximately centred between Garden City Road to the west and Stolberg Street to the east. The site is in the Alexandra Neighbourhood of the West Cambie Planning Area. After road dedications of approximately 3,222 m² (34,682 ft²), the net site will be approximately 8,840.9 m² (95,163 ft²) in area.

Surrounding Development is as follows:

- To the North: Cambie Road with a row of 13.5 m wide lots zoned “Single Detached (RS1/B)” that back onto Cambie Road.

- To the South, East and West: Deep lots; typically 0.19 ha to 0.83 ha (.47 ac to 2.0 ac) in area and zoned “Detached Single (RS1/F)”. Ten (10) properties to the west and the south (4100 - 4220 Garden City Road and 9131 – 9191 Odlin Road) are the subject of a rezoning application (RZ 14-654114) by GBL Architects Inc. that proposes to construct a mixed-use building with 320 residential units and 6,668 m² of office/commercial uses. This application is currently under staff review and will be presented at a later date.

Related Policies & Studies

Official Community Plan/West Cambie Area Plan – Alexandra Neighbourhood

The Official Community Plan (OCP) Land Use map designates the property for “Apartment Residential”. This designation accommodates multiple family housing in the form of townhouses and apartments. The current townhouse proposal conforms to the OCP land use designation.

The subject site is also located in the north-western corner of the Alexandra Neighbourhood of the West Cambie Area Plan (Attachment 2). The Area Plan’s Land Use designation for the site (refer to the diagram below) is Residential Area 1; which permits townhouses and low-rise apartments with a maximum FAR of 1.7 with contributions towards Affordable Housing. The Area Plan’s designation takes precedence over the generalized OCP Land Use designation.

The current townhouse proposal for three-storey townhouses at a density of approximately 0.8 FAR after land dedications conforms to the Alexandra Neighbourhood Land Use Map in terms of form of development and density. It also conforms to the proposed road alignments in the Area Plan. It is noted that 0.9 FAR of the maximum 1.7 FAR permitted in the Area Plan is not proposed to be used by this development.

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.

Aircraft Noise Sensitive Areas Policy

The subject site is located within a “high aircraft noise area” as defined under the Official Community Plan (OCP). Registration on title of a restrictive covenant, plus the submission of an acoustic report as prepared by a qualified professional and the incorporation of noise mitigation measures into the construction. The development will need to be designed to meet CMHC guidelines for interior noise levels and ASHRAE 55-2004 “Thermal Environmental Conditions for Human Occupancy” standards for interior living.

Public Consultation

A rezoning sign has been installed on the subject property. To time of writing, staff had not received any comments from the public about the rezoning application in response to the placement of the rezoning sign on the property.

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

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

Analysis**Built Form and Architectural Character**

On the portion of the site north of McKim Way, the developer proposes to build a total of forty-five (45) units in ten (10) residential buildings around a centrally located 273 m² (2,938 ft²) outdoor amenity area, with a 34.19 m² (368 ft²) amenity building. Each of the residential buildings will contain between three (3) and six (6) three-storey townhouse units; with twenty-three (23) of the units to be built with tandem parking garages and twenty-two (22) of the units to be built with side-by-side parking garages.

On the portion of the site south of McKim Way, the developer proposes to build a total of fourteen (14) units in four (4) residential buildings with a centralized 85 m² (912 ft²) outdoor amenity area. Each of these residential buildings will contain between two (2) and six (6) three-storey townhouse units. Four (4) of the units will contain tandem parking garages and ten (10) of the units will contain side-by-side parking garages. Overall, 46 % of the total units will contain tandem parking garages (Bylaw maximum is 50%).

The proposed character of the buildings will be “neo-Victorian” row-house-shingle style buildings. As shown on the accompanying plans (see Attachment 3), the buildings will have a pitched roof design with chimneys and strong gable structures, casement windows interspersed with boxed or angled bay windows and decorative oval or diamond windows, small roof coverings over doorways. Cladding will be a mix of hardie plank shingles and hardie plank cedarmill siding and painted trims with asphalt roofing.

The units will range in size from approximately 113.9 m² to 125.5 m² (1,226 ft² to 1,351 ft²) net area and all of the units will be designed with three (3) bedrooms, to accommodate families.

Three (3) convertible units are planned for this development that will be detailed and designed for the Development Permit application.

Conceptual landscaping planning is provided in the plan submission. More detailed landscape plans will be developed for the Development Permit application.

Transportation and Site Access

Site access to the northern half of the development will be from both Dubbert Street and McKim Way while site access to the southern half of the development will be from the McKim Way extension only.

Along the entire west property line of 9240 Cambie Road, a 10 m wide road dedication is required to accommodate the extension of Dubbert Street from just south of McKim Way through to Cambie Road.

A 20 m wide dedication is required to accommodate the east-west extension of McKim Way.

The submitted development plans fully address the Zoning Bylaw's requirements for 2.2 vehicle parking stalls and 1.25 Class 1 and 0.2 Class 2 bike spaces per dwelling unit. In total, the development will provide 118 regular parking spaces, 12 visitor parking spaces and 98 bicycle spaces. Less than forty-six percent of the required residential vehicle parking spaces will be in a tandem configuration. The Rezoning Considerations include a requirement for registration of a legal agreement to ensure that tandem spaces are not converted to habitable floor space.

The City has received preliminary approval for the rezoning by the Ministry of Transportation and Infrastructure (MOTI) for this project. The Rezoning Considerations include a requirement of final approval by MOTI prior to adoption of the Rezoning Bylaw.

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 seven (7) bylaw-sized trees on the subject property, one (1) tree is located on the shared property line with the neighbour to the west, and nine (9) trees on neighbouring properties.

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

- 7 trees (tag# 264, 265, 266, 267, 268, 269 and 270) located on-site are all in very poor condition, 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.
- 1 tree (tag# 272) located on the shared property line with the neighbour to the West is in marginal condition - a volunteer species with low landscape value. Prior to removal, the applicant must obtain written permission from the adjacent property owner with whom the trees are shared (and obtain a valid tree removal permit). If permission to remove the trees is not granted, the trees should be protected as per City of Richmond Tree Protection Information Bulletin Tree-03.

- 9 trees (tag# A, B, C, D, E, F, G, H and I) located on neighbouring property to be protected as per the Arborist report recommendations and as per City of Richmond Tree Protection Information Bulletin Tree-03.
- Replacement trees should be specified at 2:1 ratio as per the OCP.

Tree Replacement

The applicant wishes to remove eight on-site trees (Trees # 8). The 2:1 replacement ratio would require a total of sixteen (16) replacement trees. The applicant has agreed to plant 16 trees on the site. 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 |
|--------------------------|---|---|
| 4 | 6 cm | 3.5 m |
| 2 | 8 cm | 4 m |
| 6 | 9 cm | 5 m |
| 4 | 11 cm | 6 m |

The landscaping plan submitted as part of the required Development Permit will be reviewed to ensure that it includes the number of required replacement trees as identified in the above table.

Tree Protection

Nine trees (9) 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 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 proposed development is subject to Council's Policy 5044 West Cambie – Alexandra Interim Amenity Guidelines. Where developers choose not to build affordable housing under this Policy, the City will accept a developer's financial contribution of \$5.10 per buildable square foot for affordable housing. The developer has elected to make this contribution which, based on the plan submission, will result in a contribution of \$387,110.40.

West Cambie Amenity Contributions (Policy 5044)

Under Policy 5044, the application is also subject to voluntary contributions for Planning Costs (estimated at \$5,313.28), Child Care contributions (\$45,542.40) and City Beautification (\$45,542.40).

District Energy

The subject site is required to connect to the City's Alexandra District Energy Utility (DEU). Connection to the DEU will be via the distribution piping system; which is currently located at McKim Road adjacent to the southeastern corner of 9300 Cambie Road. The Rezoning Considerations include a requirement for the registration of a legal agreement(s) regarding the developer's commitment to connect to the Alexandra District Energy Utility (DEU), including the operation of and use of the DEU and all associated obligations and agreements as determined by the Director of Engineering. The details of the DEU connection will be resolved prior to Rezoning approval and Development Permit issuance/approval. Connection to the DEU will help achieve the City's energy efficiency and renewable energy requirements for this townhouse project.

Amenity Space

The Development Permit Guidelines under the Official Community Plan (OCP) requires the provision of 355.0 m² (3,810 ft²) of outdoor amenity space and minimum of 100 m² (1,076 ft²) of indoor amenity space for a multiple-family development of the size proposed. In addition, the outdoor amenity space must accommodate a children's play area of 177 m² (1,905.2 ft²). The proposed development will provide 357.7 m² (3,850 ft²) of outdoor amenity space and 34.19 m² (368 ft²) of indoor amenity space which is less than the minimum space required. The developer will provide a cash-in-lieu contribution of \$78,313.90 to the City to address the shortfall of the indoor amenity space on-site in accordance with Council Policy 5041 (Cash in Lieu of Indoor Amenity Space).

Site Servicing and Frontage Improvements

A Servicing Agreement will be required to service the proposed development. Key elements that will be addressed in the Servicing Agreement include:

- Establishment of water, sanitary and district energy (DEU) utility corridor.
- New watermains and fire hydrants along the McKim Way and Dubbert Street frontages.
- Relocation of an existing hydrant at Cambie Road.
- Upgrading of the existing storm sewer along the Cambie Road frontage.

- Installation of a new storm sewer along the Dubbert Street and McKim Way frontages.
- Installation of a new sanitary sewer along the Dubbert Street and McKim Way frontages; with extension through a new statutory right-of-way (SRW) along the south side of 9300 Cambie Road to tie-in to the existing sanitary main on McKim Way.

Frontage improvements identified through the Servicing Agreement will include:

- The relocation of an existing BC Hydro pole on Cambie Road, preducting for future hydro, telephone and cable utilities, provide locations and SRWs for all above ground utility cabinets, street lighting on all three (3) road frontages.
- Design and construction of road improvements along Cambie Road inclusive of a new sidewalk and a treed/grassed landscaped boulevard.
- Traffic signal pre-ducting at Cambie Road and Dubbert Street.
- Full road construction of McKim Way through the site including sidewalks, boulevards and curb/gutter on both sides of the street.
- Interim road construction of Dubbert Street along the site's frontage inclusive of a sidewalk, an interim boulevard, curb and gutter installations.

Public Art

Contribution to the City's Public Art program in the amount of \$59,964.16 (based on 7,051.7 m² [75,904 ft²] net buildable floor space) is required.

Garbage and Recycling

Garbage and Recycling will be provided through door to door pick up. Internal 3 m x 3 m corner cuts will be provided to ensure proper turning capability for the service vehicles as shown on the submitted plans (Attachment 3).

Development Permit Issues to be Addressed

The following are some of the issues that will need to be further refined through the Development Permit review for this development proposal:

- Overall building design.
- Preparation of alternative layouts for accessible units.
- The extent of permeability on the site.
- Verification of projections into side yard spaces.
- Play space location, size and furnishings.
- Mail box location and design.
- Site lighting and locations.
- Detailed landscaping plans and landscape security requirements.
- Building color scheme and verification of materials.
- Location of any internal/private fire hydrants.
- Perimeter fencing.
- Verification of internal corner cuts to accommodate SU-9 vehicles.
- Grade interface with adjacent development sites.
- Verification of overall site grading and FCL.

Conceptual Site Plans for Adjacent Properties

At staff's request, the developer has undertaken an analysis of the adjacent properties to the east (9300 and 9320 Cambie Road) and to the south (9211 to 9291 Odlin Road) to show that the development potential of those properties, as outlined in the Alexandra Neighbourhood Land Use Map, is achievable and that the interface with the subject property will be appropriately addressed. The concept plans have been placed into the application file for future reference.

Financial Impact or Economic Impact

As a result of the proposed development, the City will take ownership of developer contributed assets such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals. The anticipated operating budget impact for the ongoing maintenance of these assets \$5,000.00. This will be considered as part of the 2017 Operating Budget.

Conclusion

This development proposes 59 energy efficient three-storey townhouses in a neo-Victorian character on a site layout with multiple street frontages. Outdoor amenity space is provided for both portions of the site and access will be provided via central drive aisles.

The proposal conforms to both the Official Community Plan and the Alexandra Neighbourhood Land Use Map. Staff recommend that Zoning Bylaw 8500, Amendment Bylaw 9597 to create the "Town Housing (ZT79) - Alexandra Neighbourhood (West Cambie)" zone and to rezone 9240, 9248, 9260 Cambie Road from "Single Detached (RS1/F)" to "Town Housing (ZT79) - Alexandra Neighbourhood (West Cambie)", be introduced and given first reading.



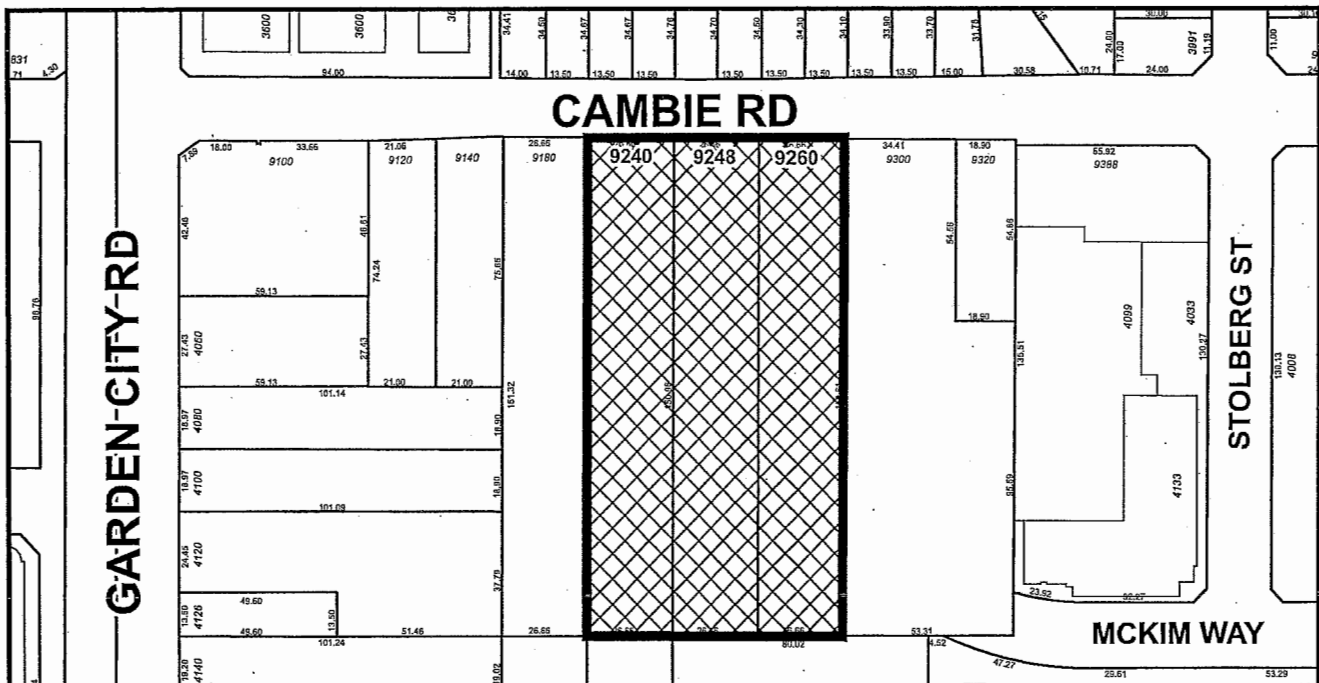
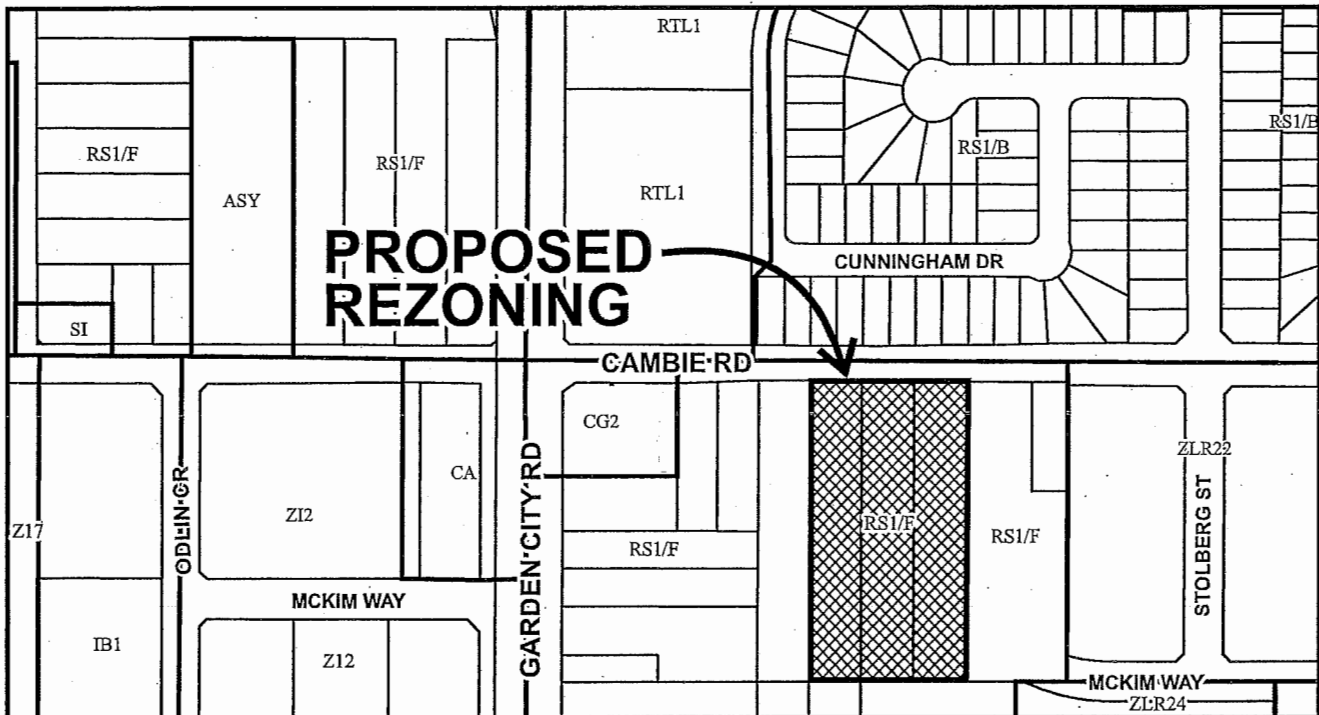
David Brownlee
Planner 2
(604-276-4200)

DCB:blg

- Attachment 1: Location Map
- Attachment 2: Alexandra Neighbourhood Land Use Map
- Attachment 3: Conceptual Development Plans
- Attachment 4: Development Application Data Sheet
- Attachment 5: Tree Management Plan
- Attachment 6: Rezoning Considerations



City of
Richmond



RZ 15-692812

Original Date: 02/24/15

Revision Date:

Note: Dimensions are in METRES



City of
Richmond



RZ 15-692812

Original Date: 02/24/15

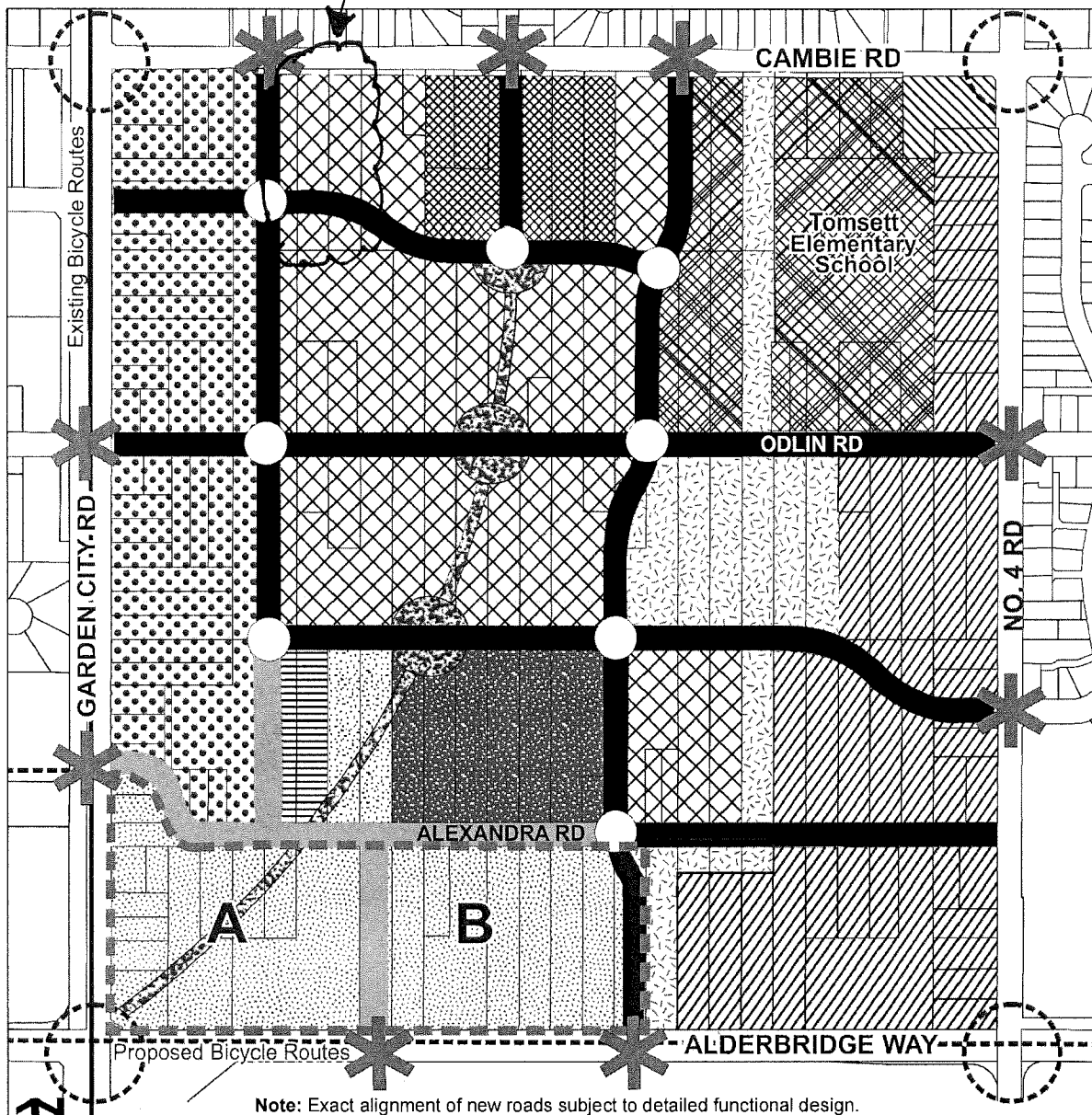
Revision Date:

Note: Dimensions are in METRES

CNCL - 242

City of Richmond

Alexandra Neighbourhood Land Use Map

Bylaw 9121
2015/06/15

| | | | |
|--|--|--|--|
| <p>Area of No Housing Affected by Aircraft Noise</p> <p>Mixed Use Employment - Residential (Minimum 0.52 FAR Employment space) - base FAR of 0.52 (Maximum 1.8 FAR, subject to Section 8.2.1.)</p> <p>Convenience Commercial</p> <p>Residential Area 1 1.50 base FAR (Max. 1.70 FAR with density bonusing for affordable housing). Townhouse, low-rise Apts. (4-storey typical)</p> <p>Residential Area 1A 1.50 base FAR (Max. 1.75 FAR with density bonusing for affordable housing). Townhouse, low-rise Apts. (6-storey maximum).</p> <p>Residential Area 1B 1.68 base FAR (Max. 1.88 FAR with density bonusing for affordable housing) (6-storey maximum).</p> | <p>Residential Area 2 0.65 base FAR (Max. 0.75 FAR with density bonusing for affordable housing). 2 & 3-storey Townhouses.</p> <p>Residential Mixed Use • a mix of low to medium density residential with low to medium density residential over retail or live/work uses. Max. 1.25 FAR. Building heights low to mid-rise. (Max. 1.50 FAR with density bonusing for affordable housing).</p> <p>Mixed Use: Hotel, office and streetfront retail commercial. Area A: Min. 0.60 FAR up to 2.0 Area B: Large and small floor plate up to 1.0 FAR</p> | <p>Mixed Use: • abutting the High Street, medium density residential over retail; • not abutting the High Street, medium density residential. 1.25 base FAR. Building heights low to mid-rise. (Max. 1.50 FAR with density bonusing for affordable housing)</p> <p>Community Institutional</p> <p>Park: North Park Way, Central Park, South Park Way</p> <p>Alexandra Way (Public Rights of Passage Right-of-way)</p> <p>Proposed Roadways</p> <p>High Street</p> | <p>New Traffic Signals</p> <p>Feature Intersections - details to be developed</p> <p>Feature Landmarks in Combination with Traffic Calming Measures</p> |
|--|--|--|--|

Also refer to Section 8.4.5 – Alexandra District Energy Unit regarding district energy density bonusing policies.

LOCATION PLAN

[illegible]

| | |
|---|--------|
| DRAWING LIST | |
| Architectural | |
| A1.1 PROJECT DATA AND SITE PLAN | L1 TWO |
| A1.2 FIRE PROTECTION / PARKING PLAN | L2 TWO |
| A1.3 PERMEABILITY & COVERAGE OVERLAYS | |
| A2.1 FLOOR PLANS: ELEVATIONS - BUILDING 4 | |
| A2.2 FLOOR PLANS: ELEVATIONS - BUILDING 5 | |
| A2.3 FLOOR PLANS: ELEVATIONS - BUILDING 7 | |
| A3.1 SITE ELEVATIONS | |

| F.A.R. AREA BREAKDOWN (SF) BY UNIT TYPE | | | | | | |
|---|------------|-------------|-------------------------------|-------------------|----------|-----------|
| UNIT TYPE | GROSS AREA | GARAGE AREA | STAIRWAY, ELEVATOR, LOBBY (S) | STREET CLOSING 3 | | NO. UNITS |
| | | | | ORIGINAL (EXEMPT) | FAR AREA | |
| UNIT A | 1,502 sf | (339.3) | (107.4) | (68.4) | 1,365 sf | 14 |
| UNIT B | 1,002 sf | (319.5) | (107.4) | (68.4) | 1,295 sf | 10 |
| UNIT C | 1,002 sf | (339.5) | (107.4) | (68.4) | 1,258 sf | 15 |
| UNIT D | 1,006 sf | (339.5) | (107.4) | (68.4) | 1,283 sf | 12 |
| UNIT E | 1,006 sf | (339.5) | (107.4) | (68.4) | 1,251 sf | 8 |
| TOTAL | | | | | | 59 |

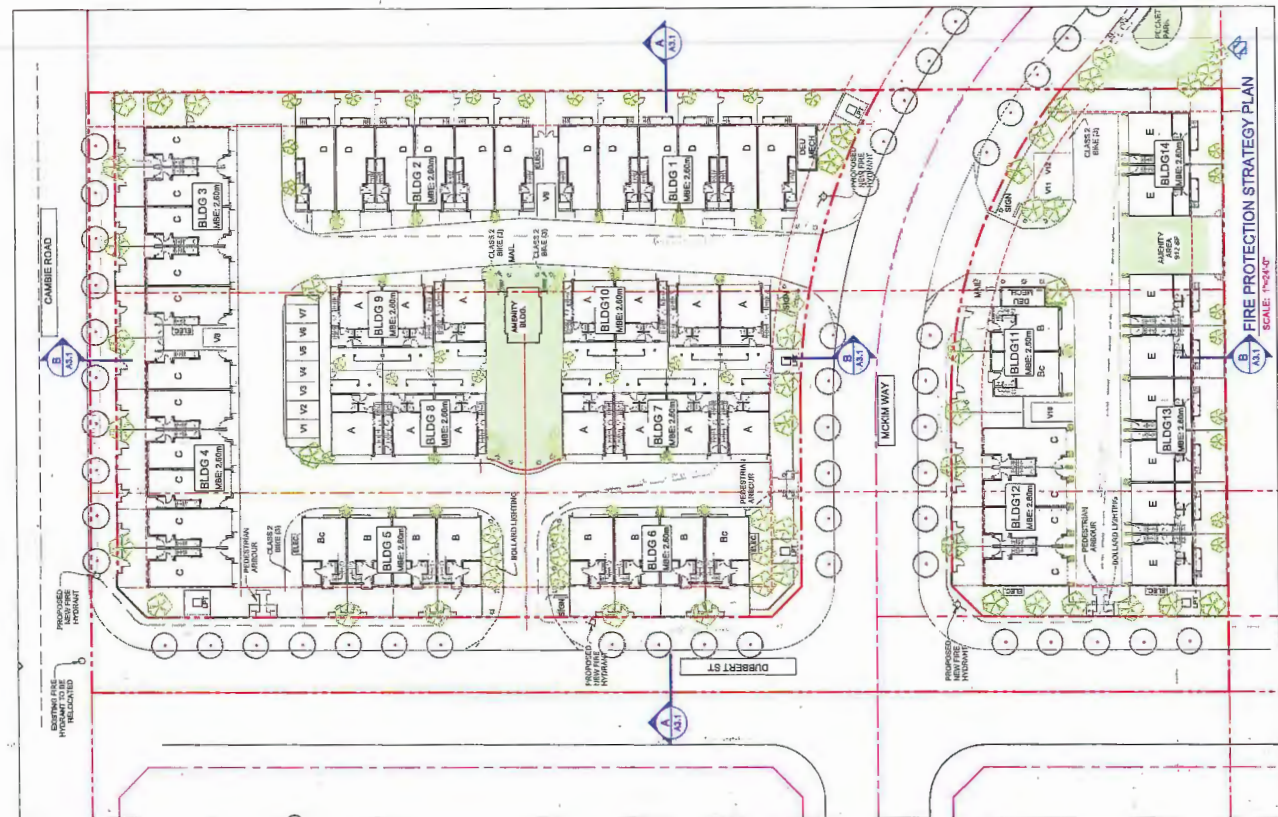
| Zoning Summary | | Zoning Bylaw No. 16500 | |
|--------------------|--|------------------------|--|
| OWN ADDRESS: | BRANDENBURG CAMBIE ROAD, RICHMOND BC | | |
| LEGAL DESCRIPTION: | LOT 15, 16, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 84 | | |

| SITE | BLOG NO. | NO. UNIT | BLOG GROSS | BLOG EXEMPT | BLOG F.A.R. AREA |
|------------|----------|----------|------------|-------------|------------------|
| NORTH SITE | 1 | RD | 11,628 sf | (3,672 sf) | 7,956 sf |
| | 2 | RD | 11,628 sf | (3,672 sf) | 7,956 sf |
| | 3 | RD | 9,355 sf | (2,425 sf) | 6,930 sf |
| | 4 | RD | 11,666 sf | (4,110 sf) | 7,556 sf |
| | 5 | 3RD, RD | 7,208 sf | (2,144 sf) | 5,064 sf |
| | 6 | 3RD, RD | 7,208 sf | (2,144 sf) | 5,064 sf |
| | 7 | 4th | 7,424 sf | (2,202 sf) | 5,222 sf |
| | 8 | 3rd | 5,588 sf | (1,518 sf) | 4,070 sf |
| | 9 | 3rd | 5,588 sf | (1,518 sf) | 4,070 sf |
| | 50 | 4th | 7,294 sf | (2,202 sf) | 5,092 sf |
| SOUTH SITE | 11 | 2RD | 7,964 sf | (2,740 sf) | 5,224 sf |
| | 12 | RD | 7,964 sf | (2,740 sf) | 5,224 sf |
| | 13 | RD | 11,138 sf | (3,202 sf) | 7,936 sf |
| | 14 | 2RD | 2,712 sf | (1,010 sf) | 1,702 sf |
| TOTAL | | 50 | 110,390 sf | (34,068 sf) | 76,396 sf |

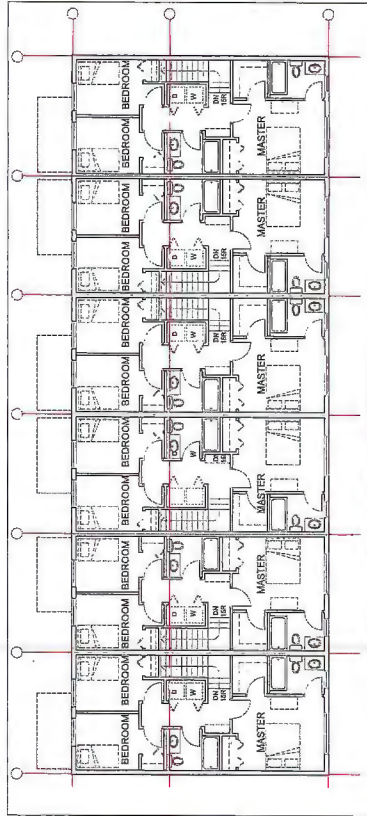
[illegible][illegible]

INTERFAC²:
Suite 230
11690 Cambie Road
Richmond BC
Canada V6X 3Z5
T 604 821 1162
F 604 821 1146
www.interfacetechnature.com

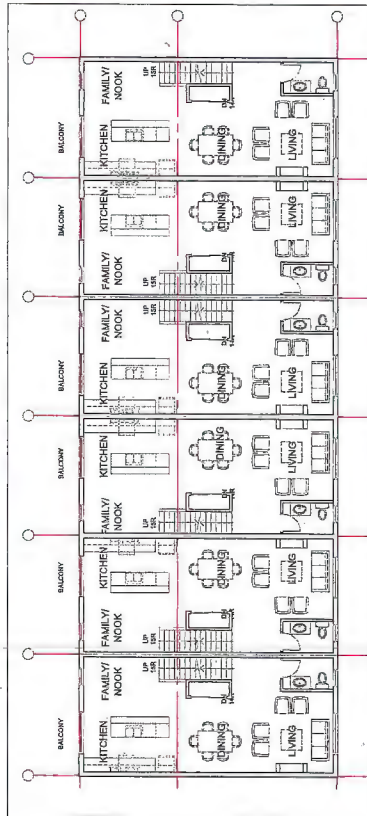
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|-------------|--|
| PROJECT | Proposed 39-Unit Townhouse Development 9240924/893260 Cassile Road Richmond, B.C. |
| PROJECT NO. | 1901 |
| SCALE | A4 folded |
| DATE | June 15, 2015 |
| DRAWN BY | KYC, RPS |
| CHECKED BY | KYC |
| SHEET TITLE | |
| DRAWING | PROJECT DATA AND SITE PLAN A1.1 |



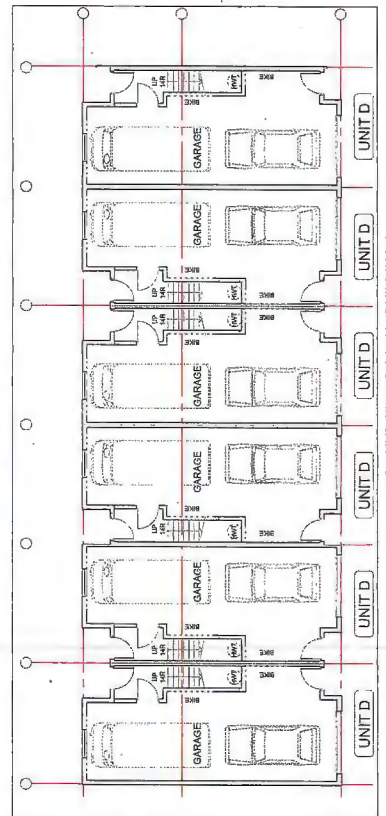
| | |
|-------------|---|
| REVISIONS | <p>INTERFACÉ:</p> <p>Project: 2014-01-01</p> <p>11000 Cambie Road</p> <p>Richmond, B.C.</p> <p>T 604 821 1142</p> <p>F 604 821 1146</p> <p>www.interfaceinteriors.com</p> |
| PROJECT NO. | 2014-01-01 |
| SCALE | As Noted |
| DATE | July 12, 2015 |
| EXAMINER | RYC, RNS |
| CHECKED BY | RYC |
| SHEET TITLE | FLOOR PLANS, BUILDING 4 |
| CHAMBERS | A2.1 |



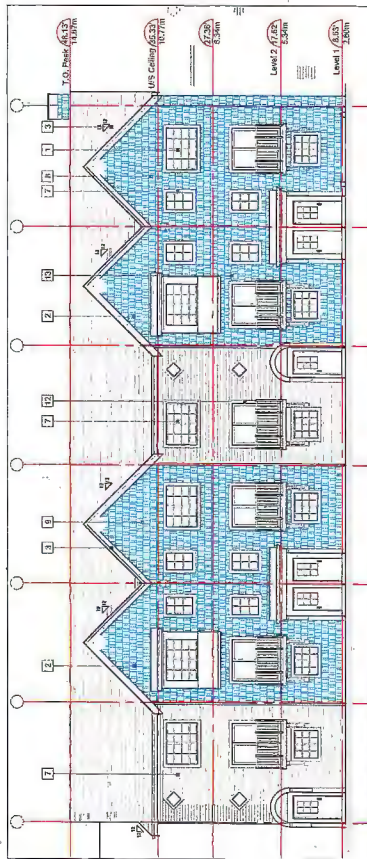
THIRD LEVEL FLOOR PLAN - BUILDING 4
SCALE: 1/8"=1'-0"



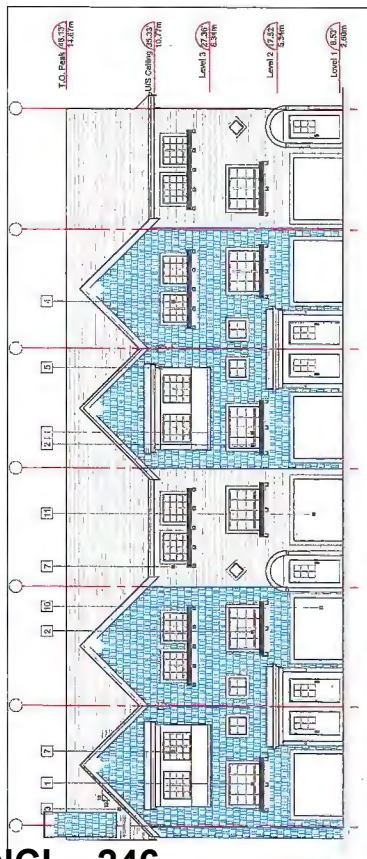
SECOND LEVEL FLOOR PLAN - BUILDING 4
SCALE: 1/8"=1'-0"



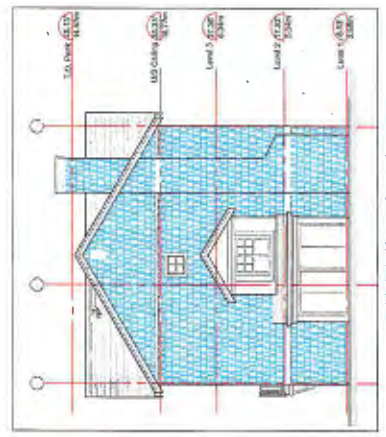
GROUND FLOOR PLAN - BUILDING 4
SCALE: 1/8"=1'-0"



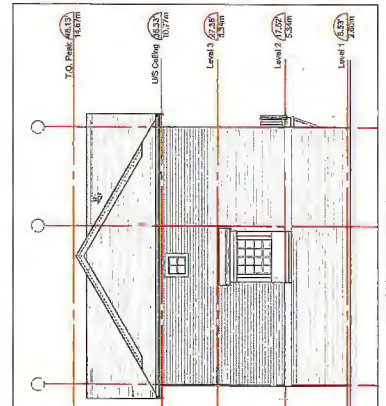
ELEVATION: BUILDING 4 - CAMBIE ROAD
SCALE: 1/8"=1'-0"



ELEVATION: BUILDING 4 - DRIVE AISLE
SCALE: 1/8"=1'-0"



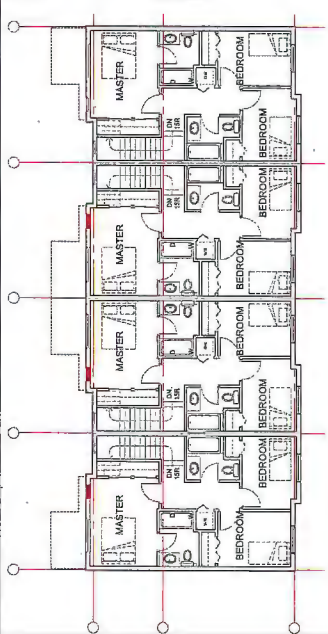
ELEVATION: BUILDING 4 - WEST
SCALE: 1/8"=1'-0"



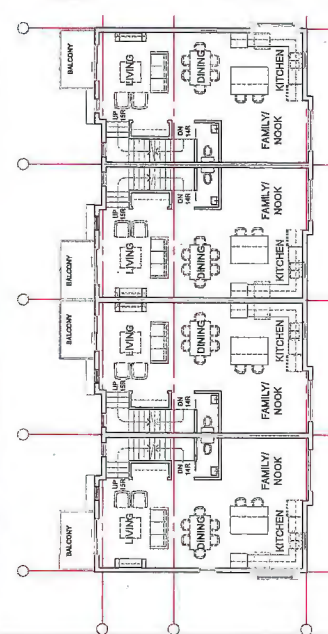
ELEVATION: BUILDING 4 - EAST
SCALE: 1/8"=1'-0"

| | |
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| SEP 13, 2013 | RZ No-Evaluation |
| FEB 16, 2015 | Issued for RZ Approval |
| CONSULTANTS | |

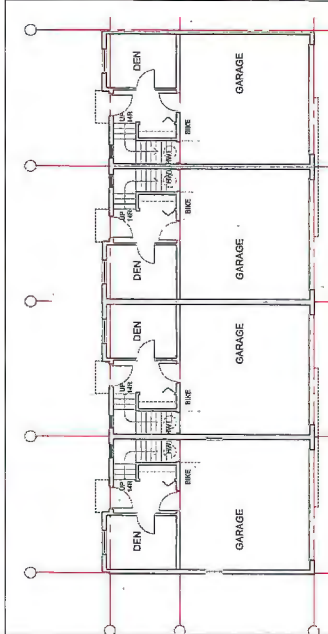
Suite 220
11590 Cambie Road
Richmond BC
Canada V6X 3Z5



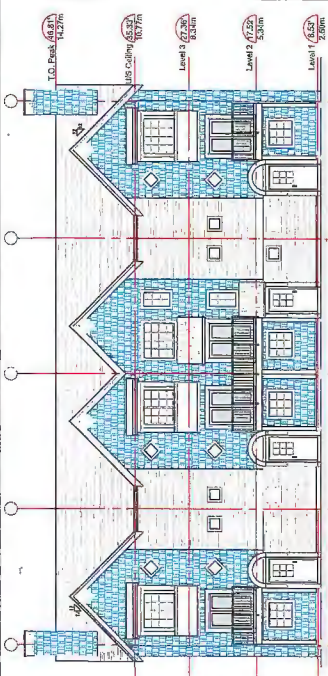
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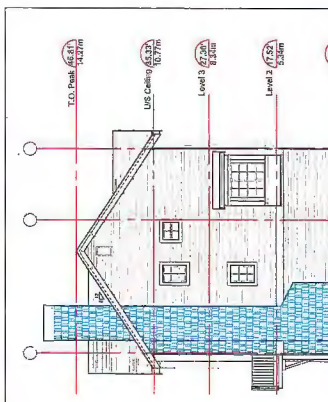
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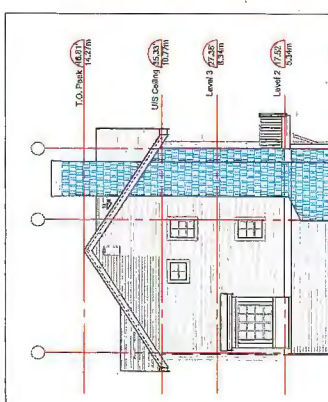
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| 100 | SHINGLES | Color: |



RZ 15-692812

Attachment 4

Address: 9240, 9248, 9260 Cambie Road

Applicant: Westmark Developments (Camosun) Ltd.

Planning Area(s): West Cambie (Alexandra Neighbourhood)

| | Existing | Proposed |
|-----------------------------------|---|---|
| Owner: | Westmark Developments (Camosun Ltd.) | Same |
| Site Size (m²): | 12,063 m ² (129,852 ft ²) gross | 8,840.9 m ² (95,163 ft ²) net of dedications |
| Land Uses: | Single Detached | Multi-Family (townhome) |
| OCP Designation: | "Apartment Residential" | Same |
| Area Plan Designation: | Residential Area 1 which permits a "base density of 1.50 FAR (Max. 1.70 FAR with density bonus for affordable housing). Townhouse, low-rise apartments (4-storey typical)." | Same |
| Zoning: | Single Detached RS1/F | "Town Housing (ZT79) - Alexandra Neighbourhood (West Cambie)" |
| Number of Units: | 3 SFD | 59 units |

| On Future Subdivided Lots | Bylaw Requirement | Proposed | Variance |
|--|--|---|----------------|
| Floor Area Ratio: | 1.5 FAR Max. | 0.80 | none permitted |
| Buildable Floor Area (m ²):* | Lot A: Max. 13,261.4 m ² (142,744.5 ft ²) | Lot A: Max. 7,051.71 m ² (75,904 ft ²) | none permitted |
| Lot Coverage (% of lot area): | Building: Max. 65% Non-porous Surfaces: Max. 25% | Building: Max. 65% Non-porous Surfaces: Max. 29% | none |
| Lot Size: | n8,500 m ² | 8,840.9 m ² | none |
| Lot Dimensions (m): | Width: 69.97 m Depth: 121 m | Width: 69.97 m Depth: 130.98 m | none |
| Setback – Front Yard (m): | 4.0 m Roads | 4.13 m (Cambie Rd.) 4.0 m (Dubbert St.) 4.0 m (McKim Way) | None |
| Setback – Side / Rear Yards (m) North of McKim Way: | 4.5 m | 4.5 m | None |
| Setback – Side / Rear Yards (m) South of McKim Way: | 4.2 m / 3.0 m | 4.2 m / 3.0 m | None |

| On Future Subdivided Lots | Bylaw Requirement | Proposed | Variance |
|--|---|--|----------|
| Height (m): | 12 m | 12 m | none |
| Off-street Parking Spaces – Regular (R) / Visitor (V): | Ratios: 2.0 R / 0.2 V Site N: 90R / 9V Site S: 28R / 3V | Site N: 90R / 9V Site S: 28R / 3V | none |
| Off-street Parking Spaces – Total: | Total: 118R / 12V | Total: 118R / 12V | none |
| Tandem Parking Spaces: | Permitted – Maximum of 50% of required spaces | 54 tandem spaces total (45.8 %) | none |
| Amenity Space – Indoor: | For 40 or more units: Min 100 m ² (1,076 ft ²) or pay-in-lieu | 34.18 m ² (368 ft ²) building plus prorated cash-in-lieu: \$78,313.90 | none |
| Amenity Space – Outdoor: | Site N: 6 m ² /unit= 270 m ² Site S: 6 m ² /unit= 84 m ² Total Required: 354 m ² | Site N: 249 m ² (2,938 ft ²) Site S: 107.4 m ² (912 ft ²) Total: 357.7 m ² (3,850 ft ²) | none |

Other: Tree replacement compensation required for loss of significant trees.

* Preliminary estimate; not inclusive of garage; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.



Address: 9240, 9248, 9260 Cambie Road

File No.: RZ 15-692812

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9597, the developer is required to complete the following:

1. Provincial Ministry of Transportation & Infrastructure Approval.
2. A 3.4 m (approximately) wide road dedication along the entire Cambie Road frontage to accommodate the road design described under the Servicing Agreement section below.
3. A 10 m wide road dedication to accommodate the development of a new north/south road (Dubbert Street) along the west property line of 9240 Cambie Road as described under the Servicing Agreement section below.
4. A 20 m wide road dedication to accommodate the development of a new east-west road (McKim Way) through the site as described under the Servicing Agreement section below.
5. Standard 4 m by 4 m corner cut road dedications are required at the southeast corner of Cambie Road and Dubbert Street and at the northeastern and southeastern corners of McKim Way and Dubbert Street as described under the Servicing Agreement section below.
6. Consolidation of all the lots into one development parcel (which will require the demolition of any existing dwellings).
7. 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.
8. 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.
9. Registration of a legal agreement on title identifying that the proposed development must be designed and constructed in a manner that mitigates potential aircraft noise 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. Registration of a flood plain covenant on Title identifying a minimum habitable elevation of 2.6 m GSC as per the West Cambie Area Plan.
11. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.
12. City acceptance of the developer's offer to voluntarily contribute \$0.79 per buildable square foot (e.g. \$59,964.16 based on 7,051.7 m² [75,904 ft²] net buildable floor space) to the Public Art fund.
13. City acceptance of the developer's offer to voluntarily contribute \$0.07 per buildable square foot (\$5,313.28) to the City for Planning Costs as per the West Cambie – Alexandra Interim guidelines Policy 5044.
14. City acceptance of the developer's offer to voluntarily contribute \$0.60 per buildable square foot (\$45,542.40) to the City for Child Care as per the West Cambie – Alexandra Interim guidelines Policy 5044.

15. City acceptance of the developer's offer to voluntarily contribute \$0.60 per buildable square foot (\$45,542.40) to the City for City Beautification as per the West Cambie – Alexandra Interim guidelines Policy 5044.
16. City acceptance of the developer's offer to voluntarily contribute \$5.10 per buildable square foot (\$387,110.40) to the City's affordable housing fund.
17. Registration of a legal agreement on title prohibiting the conversion of the tandem parking area into habitable space.
18. Voluntary contribution of \$78,313.90 cash-in-lieu contribution to address the shortfall of on-site indoor amenity space.
19. Registration of a legal agreement(s) regarding the developer's commitment to connect to the Alexandra District Energy Utility (DEU), including the operation of and use of the DEU and all associated obligations and agreements as determined by the Director of Engineering.
20. Enter into a Servicing Agreement* for the design and construction of works along Cambie Road, Dubbert Street and McKim Way in the vicinity of the subject site. Works include, but may not be limited to the following requirements:

A Servicing Agreement is required

• **District Energy and Sanitary Utilities:**

The City will require an acceptably dimensioned SRW or another substantive agreement or mechanism to ensure that sanitary and district energy utility (DEU) corridors are established through 9300 Cambie Road, through future road dedication alignments, to service the proposed site. A letter agreement between the landowners is not acceptable.

• **Water Works:**

- a. Using the OCP Model, there is 374 L/s of water available at a 20 psi residual at the Cambie Road frontage. Based on your proposed development, your site requires a minimum fire flow of 220 L/s.
- b. The Developer is required to:
 - Install new watermain and fire hydrants along future McKim Way and Dubbert Street frontages, and tie-in to the watermain on Cambie Rd.
 - Install service connection and fire hydrant at the dead-end on the east end of the future McKim Way frontage.
 - Relocate an existing hydrant at the Cambie Road frontage that will conflict with the alignment of future Dubbert Road.

• **Storm Sewer Works:**

- a. The Developer is required to:
 - Upgrade the existing 450 mm storm sewer to the City's minimum or OCP size along the proposed site's Cambie Road frontage complete with manhole at each end.
 - Install a new storm sewer, sized as per the City's minimum standard or that derived from a capacity analysis, along the proposed site's entire Dubbert Street and McKim Way frontages and tie-in to the storm sewer in Cambie Road. Manhole placement shall be as per City's Engineering specifications.

• **Sanitary Sewer Works:**

The Developer is required to:

- Install a new sanitary sewer, sized as per the City's minimum standard or that derived from a capacity analysis, along the proposed site's entire Dubbert Street and McKim Way frontages and extend through a new SRW along the south side of 9300 Cambie Road to tie-in to the existing sanitary main on McKim Way.

• **Frontage Improvements:**

- a. The Developer is required to:
 - Relocate an existing BC Hydro pole at the west property line of 9240 Cambie Road due to its conflict with the Dubbert Street alignment. Alterations and relocation of any private utilities will be at the developer's cost.
 - Pre-duct for future hydro, telephone and cable utilities along all road frontages.
 - 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 requirements 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:

1. BC Hydro PMT – 4mW X 5m (deep)
 2. BC Hydro LPT – 3.5mW X 3.5m (deep)
 3. Street light kiosk – 1.5mW X 1.5m (deep)
 4. Traffic signal kiosk – 1mW X 1m (deep)
 5. Traffic signal UPS – 2mW X 1.5m (deep)
 6. Shaw cable kiosk – 1mW X 1m (deep) – show possible location in functional plan
 7. Telus FDH cabinet - 1.1mW X 1m (deep) – show possible location in functional plan
- Provide other frontage improvements as per Transportation's requirements. Improvements shall be built to the ultimate condition wherever possible. Should interim road improvements by neighboring developments on Dubbert Street and McKim Way proceed prior to the proposed development's road dedications being made then the subject site's developer will be required to upgrade those interim works to the ultimate condition at his own cost, DCC credits may be applicable.
 - Provide street lighting along the Cambie Road, Dubbert Road and McKim Way frontages of the proposed site.
- **General Items:**
 - The Developer is required to:
 - Provide an acceptably dimensioned SRW or another substantive agreement or mechanism to ensure that sanitary and district energy utility (DEU) corridors are established through 9300 Cambie Road, through future road dedication alignments, to service the proposed site. A letter agreement between the landowners is not acceptable.
 - Provide, prior to first SA design submission, a geotechnical assessment of preload and soil preparation impacts on the existing utilities fronting or within the development site, proposed utility installations, the existing single family dwelling at 9300 Cambie Road and provide mitigation recommendations. The mitigation recommendations (if required) shall be incorporated into the first SA design submission or if necessary prior to pre-load.
 - 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.
- **Transportation Related Items:**
 - a) Developer responsible for the design and construction of the frontage improvements, and the associated land dedication, as noted below:
 - Cambie Road:
 - i. Land dedication to accommodate the following road cross-sections (measured from the existing curb/gutter along the north side of Cambie Road):
 - 3.5 m wide westbound through lane.
 - 3.2 m wide westbound through lane.
 - 3.3 m wide left-turn lane.
 - 3.2 m wide eastbound through lane.
 - 3.5 m wide eastbound through lane.

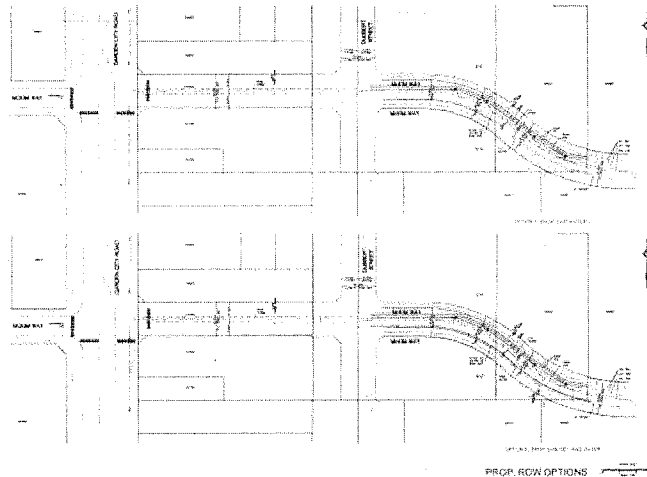
- 0.15 m wide curb/gutter.
 - 1.5 m wide boulevard.
 - 2 m wide sidewalk.
 - (subject to the functional design and detailed survey to be prepared by the developer, it is estimated that the above would require approximately 3.4 m of dedication along the entire Cambie Road frontage).
- ii. Design and construct road improvements along the Cambie Road frontage to an interim road standard which includes a new 2 m wide sidewalk at the new property line, a treed/grassed landscaped boulevard between the new sidewalk and the existing curb/gutter.

New north/south road (Dubbert Street) along the west property line of 9240 Cambie Road:

- Require 10 m wide land dedication.
- Design and construct the interim roadway to include: minimum 6 m wide driving surface, 1 m paved shoulder along west road edge, and along the east road edge, a 0.15 m wide interim curb/gutter, 2 m wide sidewalk, and the remaining to be interim boulevard.

New east/west road (McKim Way) through the site:

- Require 20 m wide land dedication (general road alignment shown schematically in diagram below)
- Full road construction to a collector road standard, including a 11.2 m wide pavement, and on both sides of the street, 2 m wide sidewalk, 1.5 m wide boulevard and 0.15 m wide curb/gutter.



4 m x 4 m corner cuts (as dedication):

- Cambie Road/Dubbert Street: on the southeast corner of the intersection.
- McKim Way/Dubbert Street: on northeast and southeast corners of the intersection.

Cambie Road & Dubbert Street Intersection:

- Traffic signal pre-ducting required.

- b) No access off Cambie Road.
- c) All drive aisle width shall be no less than 6.7 m.
- d) On-site vehicle parking:
- Provided 2.2 spaces for each dwelling unit (2.0 spaces for residents PLUS 0.2 spaces for visitors) meets the bylaw requirements.
 - Size of parking stalls: confirm the size of stalls meets the bylaw requirements by showing on the plan the typical stall size for both resident and visitor parking stalls. Note the additional clearance requirement for tandem parking spaces (see zoning bylaw section 7.5.6a).
 - Minimum 2% of the total number of parking spaces be handicapped stalls.

- Small-sized stalls: no more than 50% of the total parking spaces.
- Tandem Parking: 54.7% proposed- suggest reducing it to 50% to meet the bylaw requirements.
- e) On-site vehicle loading:
 - No designated (SU-9) loading space required as per bylaw requirements.
 - Provide SU-9 vehicle turning templates to ensure all truck movements can be accommodated on-site. Based on the turning templates provided, vehicles cannot turn around within the site and would require back in/back out of loading vehicles over a long distance which is a concern. Applicant may wish to consider introducing an additional access off Dubbert Street for the northern portion of the development at approximately where the two (2) visitor parking stalls are proposed. For the southern portion of the development, a second access off McKim Way as far east as possible.
- f) On-site bicycle Parking:
 - Confirm on-site bicycle parking has been provided to meet the following bylaw requirements: 1.25 Class 1 spaces per dwelling unit PLUS 0.2 Class 2 spaces per dwelling unit.
 - Confirm the size of bicycle parking stalls meets the bylaw requirement by showing on the plan the typical size for each Class 1 and Class 2 parking stalls.
- g) Prior to the issuance of Building Permit (BP), a construction parking and traffic management plan to be provided to the Transportation Division (Ref: <http://www.Richmond.ca/services/ttp/special.htm>>)

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. Payment of the Supplementary Local Area DCC for the Alexandra Neighbourhood.
4. Payment of the Alexandra Neighbourhood sanitary and storm sewer works and services late comer charge plus applicable interest, in accordance with the Alexandra Neighbourhood Development Agreement dated June 25, 2007.
5. 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.

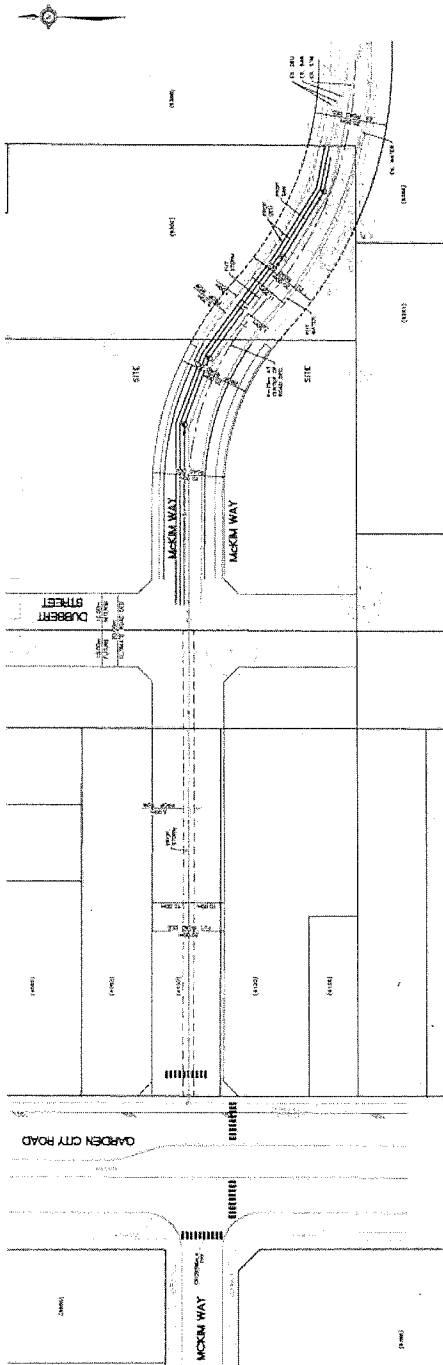
The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, Letters of Credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director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

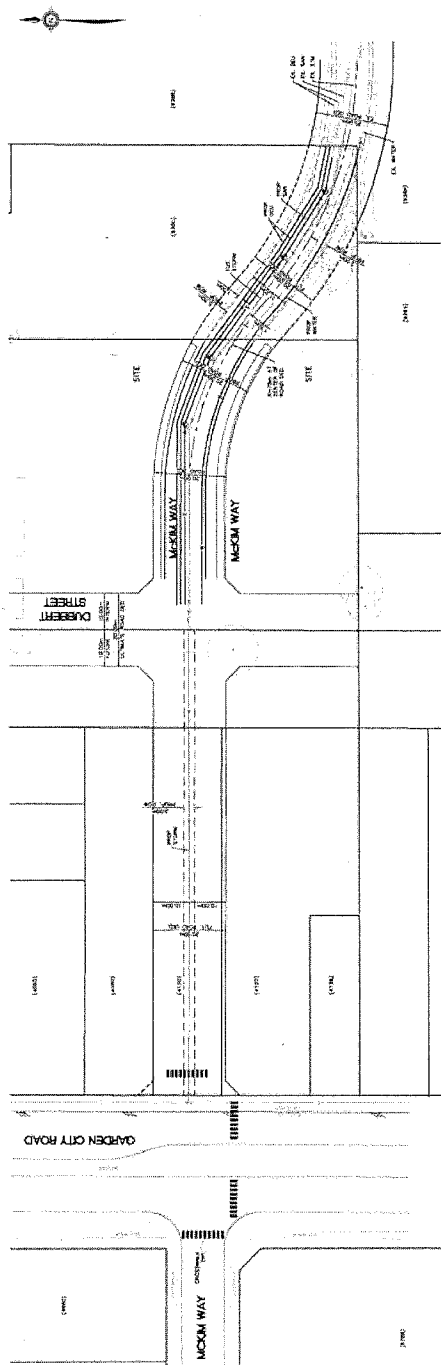
of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

Signed _____

Date _____



OPTION 1 - PROP. SAN AND DEL.



OPTION 2 - PROP. SAN, DEL. AND WATER

PROP. ROW OPTIONS



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9597 (RZ 15-692812)
9240, 9248, 9260 Cambie Road**

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

1. Richmond Zoning Bylaw 8500 is amended by inserting Section 17.79 thereof the following:

“17.79 Town Housing (ZT79) – Alexandra Neighbourhood (West Cambie)”

17.79.1 Purpose

The **zone** provides for **town housing** with a **density bonus** for a contribution to the City’s capital Affordable Housing Reserve Fund.

17.79.2 Permitted Uses

- **child care**
- **housing, town**

17.79.3 Secondary Uses

- **boarding and lodging**
- **home business**
- **community care facility, minor**

17.79.4 Permitted Density

1. The maximum **floor area ratio** (FAR) is 0.60, together with an additional:
 - a) 0.10 **floor area ratio** provided that is entirely used to accommodate **amenity space**; and
 - b) 10% of the **floor area** total calculated for the **lot** in question, which must be used exclusively for:
 - i. covered areas of the **principal building** which are open on one or more sides; or
 - ii. enclosed **balconies** provided that the total area of such enclosed **balconies** does not exceed 50% of the total area permitted by Section 17.79.4.1.b. i.
2. Notwithstanding Section 17.79.4.1, the reference to “0.60” in relation to the maximum **floor area ratio** is increased to a higher **density** of “0.82” if the **owner** has paid or secured to the satisfaction of the **City** a monetary contribution of \$5.10 per square foot of net buildable area to the **City’s** capital Affordable Housing Reserve Fund established pursuant to Reserve Fund Establishment Bylaw No. 7812.

17.79.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 42% for **buildings**.
2. No more than 70% of the **lot** may be occupied by **buildings, structures** and **non-porous surfaces**.

17.79.6 Yards & Setbacks

1. The minimum **setback** from public **roads** is 4.0 m.
2. The minimum **side yard** south of McKim Way is 3.0 m.
3. The minimum **rear yard** north of McKim Way is 4.5 m.
4. The minimum **rear yard** south of McKim Way is 4.2 m.
5. **Bay windows**, enclosed and unenclosed fireplaces and chimneys may project into the **front yard** for a distance of not more than 1.0 m and into the **side** and **rear yards** for a distance of not more than 0.6 m.
6. **Balconies** may not project into the **front yards**.
7. Electrical or DEU/Mechanical rooms may project into the **side** and **rear yards** for a distance of not more than 0.6 m.

17.79.7 Permitted Heights

1. The maximum **height** for **buildings** is 12.0 m, but containing no more than 3 **storeys**.
2. The maximum **height** for **accessory buildings** is 5.0 m.
3. The maximum **height** for **accessory structures** is 9.0 m.

17.79.8 Subdivision Provisions/Minimum Lot Size

1. There are no minimum **lot width** or **lot depth** requirements.
2. The minimum **lot area** is 8,500 m².

17.79.9 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided in accordance with the provisions of Section 6.0.

17.79.10 On-Site Parking and Loading

1. On-site **vehicle** and bicycle parking and loading according to the standards set out in Section 7.0.

17.79.11 Other Regulations

1. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and the Specific Use Regulations in Section 5.0 apply."
2. Richmond Zoning Bylaw 8500 is amended by repealing the existing zoning designation of the following area and by designating it **"TOWN HOUSING (ZT79) – ALEXANDRA NEIGHBOURHOOD (WEST CAMBIE)"**.

P.I.D. 004-261-089

West Half Lot 4 Block "A" Section 34 Block 5 North Range 6 West New Westminster
District Plan 1224

P.I.D. 004-260-911

East Half Lot 3 Block "A" Section 34 Block 5 North Range 6 West New Westminster
District Plan 1224

P.I.D. 012-030-589

East Half Lot 4 Block "A" Section 34 Block 5 North Range 6 West New Westminster
District Plan 1224"

3. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9597"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

MINISTRY OF TRANSPORTATION AND
INFRASTRUCTURE SATISFIED

OTHER CONDITIONS SATISFIED

ADOPTED

| | |
|-------|--|
| _____ | CITY OF RICHMOND |
| _____ | |
| _____ | APPROVED by <i>BK</i> |
| _____ | APPROVED by Director or Solicitor <i>al</i> |
| _____ | |
| _____ | |
| _____ | |

MAYOR

CORPORATE OFFICER



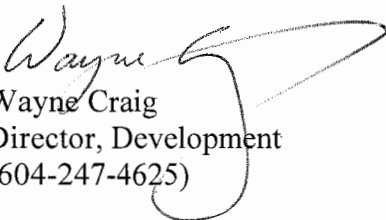
City of Richmond

Report to Committee

To: Planning Committee **Date:** September 22, 2016
From: Wayne Craig
Director, Development **File:** RZ 14-667707
Re: Application by Matthew Cheng Architect on behalf of the Arul Migu
Thurkadevi Hindu Society of BC for Rezoning of the Westerly 110m of
8100 No. 5 Road from Agricultural (AG1) to Assembly (ASY)

Staff Recommendation

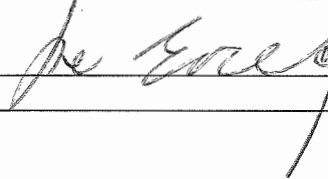
That Richmond Zoning Bylaw 8500, Amendment Bylaw 9586, for the rezoning of the westerly 110 m of 8100 No. 5 Road from "Agricultural (AG1)" to "Assembly (ASY)", be introduced and given first reading.


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

Att.

REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER



Staff Report

Origin

Matthew Cheng Architect has applied on behalf of the Arul Migu Thurkadevi Hindu Society of BC, to the City of Richmond to rezone the westerly 110 m (360.9 ft) of 8100 No. 5 Road from “Agricultural (AG1)” to “Assembly (ASY)” to permit development of a temple and related uses including a multi-functional hall. A non-farm use application was endorsed by Council on December 14, 2015 and forwarded to the Agricultural Land Commission. On May 24, 2016, the South Coast Regional Panel of the Agricultural Land Commission approved the proposal. A location map and an aerial photograph are included in Attachment 1.

Project Description

The subject site is 10,955 m² (2.7 acres) in area. The owners are proposing to use approximately 40% of the site for institutional uses and the remaining 60% of the site would be used for agriculture. The proposed institutional building will have 1,281.5 m² (13,794.5 ft²) of floor area. Most of the floor area will be on the main floor (1,128.9 m² [12,151.5 ft²]) which would include a worship hall and a multi-functional hall. Two dormitory units would occupy 152.6 m² (1,643 ft²) of floor area on the second floor above part of the multi-functional hall. The multi-functional hall will front No. 5 Road and will be used for community support services such as a gathering place for seniors, language, cultural and religious studies and a dining hall after religious services. The main entrance to the worship hall is proposed on the east side of the building, and on-site parking areas, including bicycle parking, are proposed in various locations around the building. A Development Application Data Sheet providing details of the development proposal is contained in Attachment 2. A site plan and building elevations are provided in Attachment 3.

Surrounding Development

To the North: The subject site abuts three properties to the north.

1. To the northwest is the Richmond Chinese Evangelical Free Church with associate parking area located at 8040 No. 5 Road, which is zoned “Assembly (ASY)”.
2. The middle portion of the subject site abuts the rear portion of the site located at 12180 Blundell Road, which is zoned “Agriculture (AG1)”. The site is also owned by Richmond Chinese Evangelical Free Church and is occupied by a single detached house. Currently, there are no farming activities occurring on the site.
3. To the northeast is the Fujian Evangelical Church located at 12200 Blundell Road, which is zoned “Assembly (ASY)”.

To the South: A property owned by Thrangu Monastery Association at 8140 No. 5 Road containing a temple building on a split-zoned property with “Assembly (ASY)” on the westerly 110 m and “Agriculture (AG1)” on the remaining portion. Active farming is undertaken on the back portion of the site in the form of an orchard.

To the East: The BC Muslim Association at 12300 Blundell Road containing temple-related buildings and off-street parking. The entire site is zoned “Assembly (ASY)”.

To the West: Across No. 5 Road, “Agricultural (AG1)” zoned properties.

Related Policies & Studies

2041 Official Community Plan (OCP)

The westerly 110 m of the subject site is designated “Community Institutional” in the 2041 OCP and “Agriculture, Institutional and Public” in the McLennan Sub-Area Plan, and the remaining portion is designated “Agriculture” in both plans. The proposal complies with the existing OCP and Sub-Area Plan land use designation (Attachment 4).

Agricultural Land Reserve (ALR) and No. 5 Road Backlands Policy

The subject property is entirely within the Agricultural Land Reserve (ALR). Removal of the parcel from the ALR is neither proposed nor required as it is consistent with the No. 5 Road Backlands Policy which was agreed upon by City Council and the Agricultural Land Commission (ALC) in 1990 and updated and incorporated into the City’s 2041 OCP in 2016 (Attachment 5).

The Backlands Policy allows all land uses permitted in the “Assembly (ASY)” zoning district to locate on the westerly 110 m (361 ft.) of properties on No. 5 Road. All proposals for lands subject to the Backlands Policy are required to enter into various legal agreements as deemed necessary to ensure active farming of the ‘backlands’. A statutory right-of-way is required to be registered on title for a future farm access road along the eastern edge of the property. The proposal is consistent with the requirements of the Backlands Policy.

Environmentally Sensitive Areas (ESA)

Approximately 62% of the site (6,782 m²) is designated as an Environmentally Sensitive Area (ESA) in the City’s OCP. Most of this area is proposed to be for agricultural uses which would be exempted from an ESA Development Permit. However, a portion of the ESA is located on the portion of the site that is proposed to be zoned “Assembly (ASY)”. Therefore, an ESA DP will be required as a condition of final adoption of the zoning amendment bylaw.

Flood Plain Designation and Protection Bylaw No. 8204

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw No. 8204. Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

Consultation

Agricultural Advisory Committee (AAC)

The AAC reviewed and supported the non-farm and rezoning proposal at its meeting held on January 29, 2015 subject to conditions related to drainage concerns. Excerpts from the minutes can be found in Attachment 6. In response, an agricultural plan prepared by a professional agrologist was submitted, in addition to providing further drainage details. An addendum to the Agricultural Plan was submitted which addressed the specific AAC concerns on soil salvage and additional drainage details. Further details on the Agricultural Plan can be found in the Analysis section and in Attachment 7.

Public Consultation

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

Should the Planning Committee endorse this application and Council grant first reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment. Public notification for the Public Hearing will be provided as per the Local Government Act.

Analysis

Building Floor Area and Height

The proposed uses are permitted under the “Assembly (ASY)” zone. The proposed building area will be approximately 1,281.6 m² (13,794.5 ft²). The proposed Floor Area Ratio (FAR) is 0.117, which is significantly less than the maximum FAR of 0.5 under the “Assembly (ASY)” zone. The building will consist of two halls (a multi-functional hall and a worship hall) connected by a covered corridor, with a second storey element above a portion of the multi-functional hall where the two-dormitory units would be located. The floor area of the main floor would be 1,128.9 m² (12,151.5 ft²), and the second storey element would be 152.6 m² (1,643 ft²).

The top of the parapet of the dining hall would be 7.3 m (24 ft) high and the top of the parapet of the worship hall would be 9.7 m (31.85 ft) high. This is less than the maximum height of 12.0 m in the “Assembly (ASY)” zone.

Environmentally Sensitive Areas – Development Permit Requirement

Approximately 62% of the site (6,782 m²) is designated as an Environmentally Sensitive Area (ESA) and the proposed parking area would encroach onto the western portion of the ESA. Based on the Development Permit Area designation in the OCP, an ESA Development Permit will be required. Under the ESA Development Permit exemption criteria specified in the 2041 OCP, agricultural activities would not be subject to the ESA Development Permit requirements if the applicant provides information to demonstrate that the site will be farmed by legitimate farmers. Further review will be conducted at the Development Permit stage to determine the value of the ESA and appropriate compensation.

As part of the ESA Development Permit review, the applicant would be required to provide:

- confirmation by a registered professional of the existing vegetation and determine appropriate mitigation and compensation measures for impacts on the ESA area;
- detailed landscape plans; and
- details of the landscape buffer between the proposed non-farm use and farm use and secure a legal agreement to be registered on title that identifies that the on-site agricultural landscape buffer to be implemented.

Building Height – Variance Requested

Two roof-top sculpture elements above the worship hall are proposed. The roof-top sculpture are an important element for this congregation and represent South Indian architecture. The tallest of the two sculptures would be 16.2 m (53 ft) high whereas the other sculpture would be approximately 14 m (45.9 ft) high. This would require a Development Variance Permit (DVP) to vary the maximum height of a building or structures from 12.0 m (39.4 ft) to 16.2 m (53 ft). The roof-top sculptures would not contribute significantly to the overall massing of the building and would not include any habitable floor area. Further, the roof-top sculptures are set back from the building walls and would not have any negative shadowing impacts on adjacent properties.

The height variance is in keeping with the surrounding building heights. The following table provides a synopsis of religious assembly building heights for existing buildings within the No. 5 Road institutional corridor.

Table 1: Synopsis of Existing Religious Assembly Maximum Building Heights

| Site | Maximum Building Height |
|--|--|
| Shia Muslim at 8580 No. 5 Road | 20.1 m (66 ft.) for 2 spires and 15.4 m (51 ft.) for large architectural dome |
| India Cultural Centre at 8600 No. 5 Road | 17 m (56 ft.) for steel frame Onion dome. >12 m (40 ft.) for 5 small domes |
| Thrangu Monastery at 8140 No. 5 Road | 21.4 m (70 ft.) |
| Existing LMT at 10060 No. 5 Road | 21 m (69 ft.) or 22.57 m (74 ft.) geodetic (existing Main Buddha Hall) |
| Proposed LMT Expansion at 10060 No. 5 Road | 25.9 m (85 ft.) or 27.48 m (90 ft.) geodetic (proposed new Main Buddha Hall) |

The height variance will be reviewed as part of the ESA DP review and would be forwarded to the Development Permit Panel for consideration as a condition of final adoption of the zoning amendment bylaw. If the variance is not issued by Council, the maximum building height will need to be 12.0m (39.4 ft).

Vehicular Access and On-Site Parking

One vehicular access point will be from No. 5 Road and a 4.0 m (13.1 ft) wide road dedication is required along the entire No. 5 Road frontage. The owner would be responsible for the design and construction of a new 1.5 m (5 ft) wide concrete sidewalk at the new property line, and between the existing curb and new sidewalk, a treed and grassed boulevard through a standard Servicing Agreement prior to final adoption of zoning amending bylaw. Transportation staff have reviewed the proposed driveway configuration and parking layout, and had no concerns.

The total number of required parking spaces is 88 based on the proposed floor area. The parking requirements will be met through provision of 80 parking spaces and implementation of a Traffic Demand Measure (TDM) in accordance with Zoning Bylaw section 7.4.4.

Based on the TDM adjusted rate, the number of parking spaces may be reduced to 79 parking spaces. The applicant has proposed a total of 80 parking spaces on-site (i.e., 9% reduction), and end-of-trip cycling facilities as a TDM measure in accordance with section 7.4.4 of Zoning Bylaw 8500. As part of the ESA DP review, the applicant would be required to register a legal agreement on title to ensure that end-of-trip cycling facilities (e.g., lockers, showers and changing rooms) are provided to the satisfaction of the City's Transportation staff. This would be forwarded to the Development Permit Panel for consideration as a condition of final adoption of the zoning amendment bylaw.

Prior to issuance of a building permit, a construction parking and traffic management plan must be submitted. Further, the owner has been advised that they must submit a parking management plan if any special events are planned. The plan should indicate the timing of the event, anticipated attendance, and how traffic and parking during those special events would be managed.

Agricultural Plan

The applicant has provided an agricultural plan prepared by a professional agrologist (Attachment 7). The plan describes the agricultural capability of the site and provides a detailed farm implementation plan.

The congregation intends to grow a selection of vegetables and fruits on a small portion of the agricultural land and plant approximately 815 blueberry trees, and donate farm products for charity or use them for community purposes and/or self-consumption. The operation of the farm will be led by an established Richmond farmer who has extensive hands-on experience in biodynamic farming and the members of the congregation with previous farming experience. The proposal also includes an agricultural buffer between the institutional building and the agricultural portion of the site.

In order to increase agricultural capability of the subject site, the plan proposes a subsurface drainage system, and salvage of topsoil from the proposed institutional portion of the site to be spread evenly across the agricultural portion of the land. Details of the drainage plan including the following:

- The site will be connected to the City's storm sewer system on No.5 Road. The revised plan also shows that field drainage will be by a ditch on the south property line and site grading will direct surface water into the ditch and then into the main storm sewer pipe under the proposed parking area.
- The size of the storm sewer pipe under the parking area will be 250mm to prevent any potential flooding issues.
- No filter sock will be attached to the subsurface drainage pipe as requested by the AAC.
- Approximately 1,500 m³ soil will be salvaged from the institutional portion of the site to be spread over the agricultural area.

The cost to implement the agricultural plan is estimated to be \$59,925. Staff recommend that a legal agreement and security be requirements of the forthcoming rezoning application process to ensure the farm plan is implemented. The agreement will require confirmation that the

agricultural backlands are in full farm production, which must be verified by a report submitted from the consulting agrologist prior to release of the security.

Site Servicing and Frontage Improvements

Prior to issuance of a Building Permit, the developer is required to enter into a City's standard Servicing Agreement for the design and construction of required frontage beautification works and service connections. The developer is also required to pay DCC's (City & GVS & DD), School Site Acquisition Charge, Address Assignment Fee and Servicing Costs.

Financial Impact

The rezoning application results in an insignificant Operational Budget Impact (OBI) for off-site City infrastructure (such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals).

Conclusion

The proposed temple is consistent with the Official Community Plan's backlands policy. The proposal would also be consistent with the form and character of the surrounding area. An ESA Development Permit would be required prior to final adoption, and as part of the ESA Development Permit review, the height variance for the two roof-top structures would be considered along with the 10% onsite parking reduction. The list of rezoning considerations is included in Attachment 8 which has been agreed to by the applicant.

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9586 be introduced and given first reading.



John Hopkins
Senior Planner
(604-276-4279)

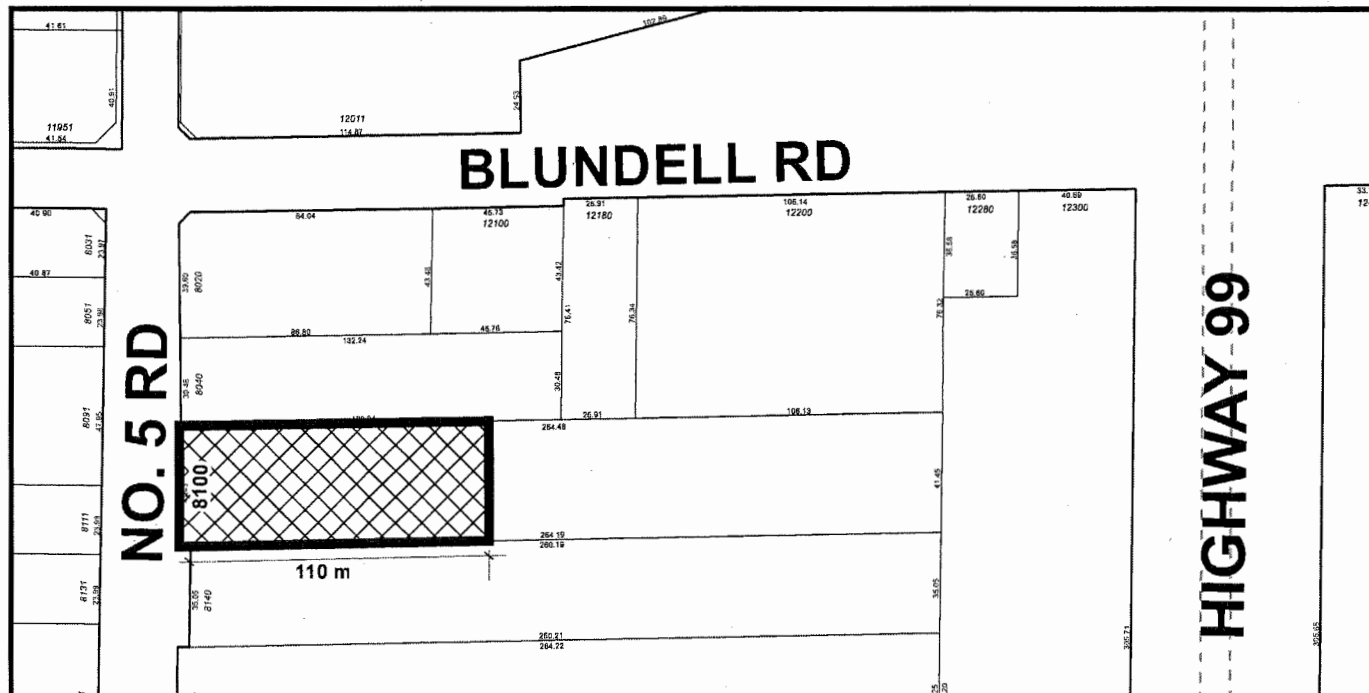
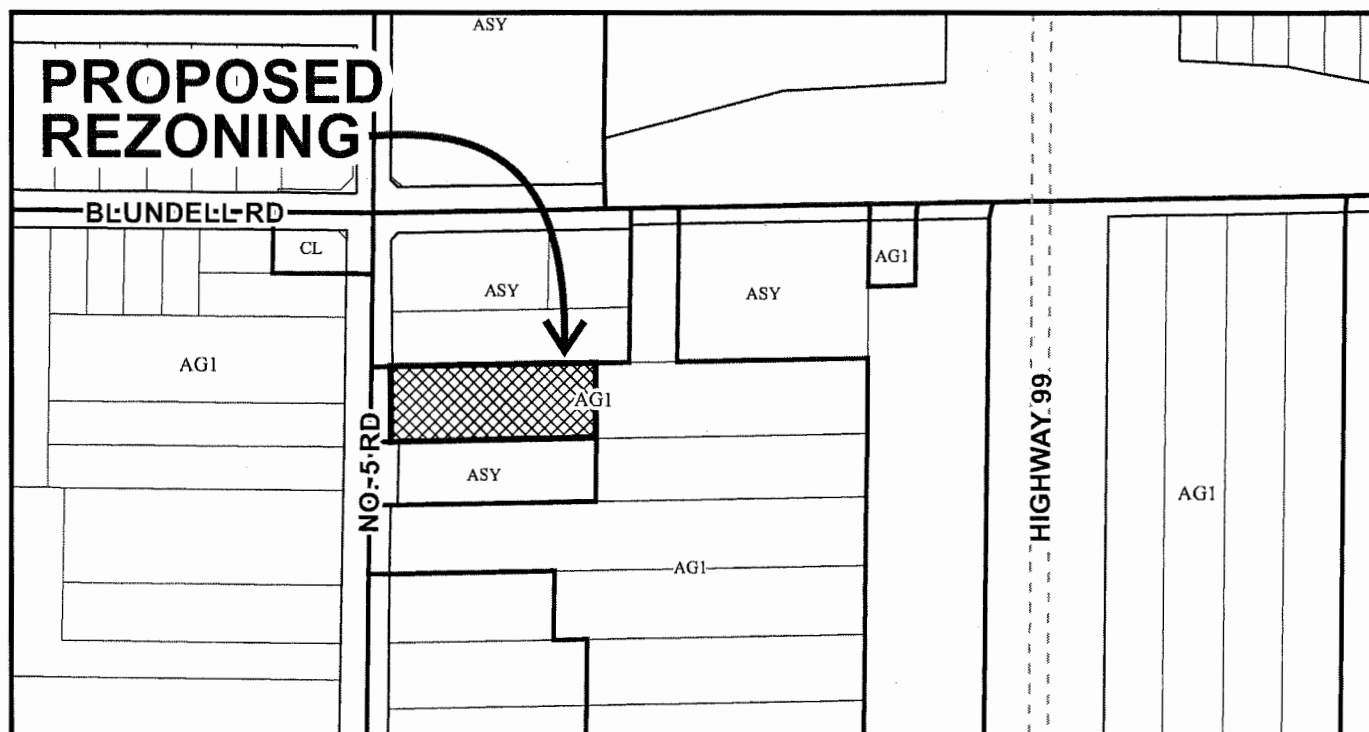
JH:cas

- Att. 1: Location Map and Aerial Photo of Site
2: Development Application Data Sheet
3: Site plan and Building Elevations
4: Land Use Map from McLennan Sub-Area Plan
5: Excerpt from 2041 Official Community Plan (No. 5 Road Backlands Policy)
6: Excerpt from the Minutes from the January 29, 2015 Agricultural Advisory Committee Meeting
7: Agricultural Plan
8: Rezoning Considerations



City of Richmond

ATTACHMENT 1



RZ 14-667707

Original Date: 07/21/14

Revision Date: 09/21/16

Note: Dimensions are in METRES

CNCL - 270



City of
Richmond



RZ 14-667707

Original Date: 07/21/14

Revision Date:

Note: Dimensions are in METRES

CNCL - 271



Development Application Data Sheet
Development Applications Division

RZ 14-667707

Attachment 2

Address: 8100 No. 5 Road

Applicant: Arul Migu Thurkadevi Hindu Society of BC

Planning Area(s): East Richmond – McLennan Sub Area

| | Existing | Proposed |
|--|--|--|
| Owner: | Domenica Taddei & Giuseppe Taddei | Arul Migu Thurkadevi Hindu Society of BC |
| Site Size (m²): | 10,955 m ² | 10,790 m ² (after 4m dedication) |
| Land Uses: | A single detached house (to be demolished) | Westerly 110m: Institutional Remaining portion: Agriculture |
| OCP Designation (General): | Westerly 110m: Community Institutional Remaining: Agriculture | No change |
| McLennan Sub Area Plan Designation: | Westerly 110m: Agriculture, Institutional and Public Remaining: Agriculture | No change |
| Zoning: | Agriculture (AG1) | Westerly 110m: Assembly (ASY) Remaining: Agriculture (AG1) |
| Other Designations: | ESA (Old Fields and Shrublands) designation on the entire backlands and a portion of the proposed parking area | ESA DP required |

| | ASY Zone Requirement | Proposed | Variance |
|------------------------------------|-----------------------------|---|---------------------------|
| Density (Floor Area Ratio): | Max. 0.5 | 0.117 | none permitted |
| Lot Coverage – Building: | Max. 35% | 10.4% | none |
| Setback – Front: | Min. 6.0 m | 20.3 m | none |
| Setback – Interior (north): | Min. 7.5 m | 14.4 m | none |
| Setback – Interior (south): | Min. 7.5 m | 7.5 m | none |
| Setback – Rear: | Min. 7.5 m | 171.8 m | none |
| Height – Building (m): | Max. 12.0 m | 9.7 m | none |
| Height – Roof Sculpture: | Max. 12.0 m | 16.2 m | Variance requested |
| Off-Street Parking Spaces – Total: | Min. 88 | 80 (less than 10% reduction as per Zoning Bylaw section 7.7.4) | none |
| Loading: | Min. 1 | 1 | none |
| Bike Parking: | Min. 8 | 10 | none |

Unit 287 - 678 EVANS AVENUE
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Cell: (604) 642-8659 / Email: motherhood@ncc.ca

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|----|----------|----------|--------------|
| 01 | 07/07/14 | REZONING | SUBMISSION |
| 02 | 01/05/15 | REZONING | RESUBMISSION |
| 03 | 02/10/15 | REZONING | RESUBMISSION |
| 04 | 03/10/15 | REZONING | RESUBMISSION |
| 05 | 04/15/15 | REZONING | RESUBMISSION |

Conclusions

Project Title
HINDU TEMPLE
8100 NO.5 ROAD
RICHMOND, B.C.

Sheet Title
MASTER PLAN
PROJECT DATA

| | | | | |
|--------------|----------------|-------------------------|-----------------|--------------------------|
| Drawn: BS | Checked: MC | Scale: 1/32" = 1'-0" | Project Number: | Dep. No. D01 |
| | | | Revision Order | Print Date 2005/04/28 |

This detailed site plan illustrates the proposed development on a 100' wide section of the West 1/2 of Section 1. The plan shows a large building footprint with multiple wings and internal courtyards. Surrounding the building are extensive parking areas, access roads, and utility easements. The site is bounded by No. 5 Road to the north and No. 10 Road to the south. The plan includes numerous annotations for setbacks, easements, and specific site features.

ENVIRONMENTALLY SENSITIVE AREA

VEGETABLE PLANTING AREA

DEDICATION AREA ALONG NO. 5 ROAD

A cross-sectional diagram of a drainage system. At the top, a horizontal line represents the 'EXISTING GRADE'. Below it, a dashed line represents the 'WATER TABLE'. A 'DRAINAGE PIPE' is shown as a solid line, with a label '14 IN. TO DITCH' indicating its diameter. The pipe is connected to a 'DITCH' on the right. The distance from the existing grade to the top of the pipe is labeled '2.13 (0.65m)'. The distance from the water table to the top of the pipe is labeled '1.27 (0.39m)'. The distance from the water table to the bottom of the pipe is labeled '0.67 (0.20m)'. The pipe is labeled '4" DRAINAGE PIPE' and 'ON E.G.' (on existing grade). The area to the right of the ditch is labeled 'AGRICULTURAL LAND'. The area to the left of the ditch is labeled 'DRAINAGE PIPE' and '0.67 (0.20m)'.

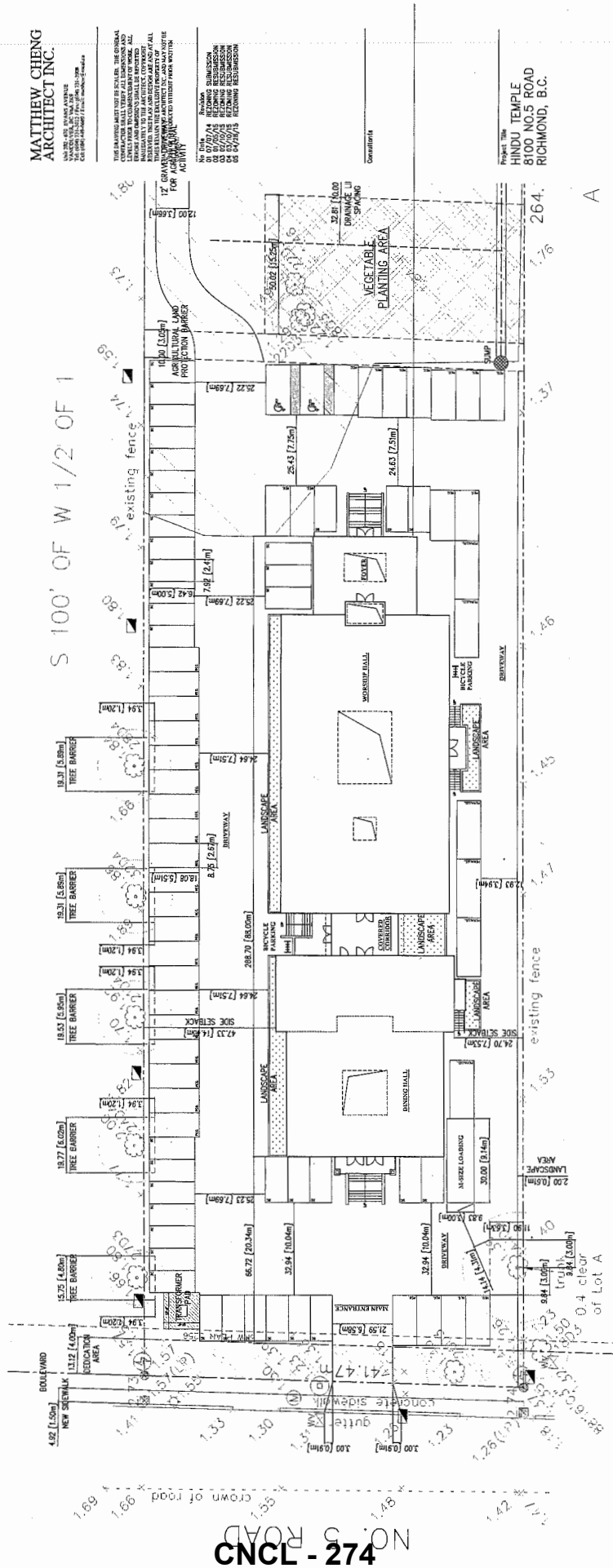
AGRICULTURAL LAND
SECTION A-A



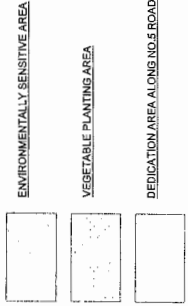
**MATTHEW CHENG
ARCHITECT INC.**
1000 WEST 10TH AVENUE
SUITE 100
V6H 3A9
TEL: 604-681-1111
WWW.MCHENGARCHITECT.COM

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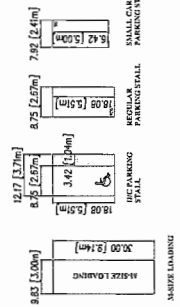
NO. 3 ROAD
8100 NO. 5 ROAD
RICHMOND, B.C.
PROJECT NO. 2015/04/28



Sheet Title
SITE PLAN



SITE PLAN



Project No.
D02



340 202 - 610 EVANS AVENUE
DARTMOUTH, BC V6A 3A5
TEL: (604) 721-3812 / Fax: (604) 721-3909
Toll (800) 649-2769 / Email: marketing@icp.ca

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|----------|-----------------------|
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| 01/03/15 | REZONING RESUBMISSION |
| 02/10/15 | REZONING RESUBMISSION |
| 04/28/15 | REZONING RESUBMISSION |

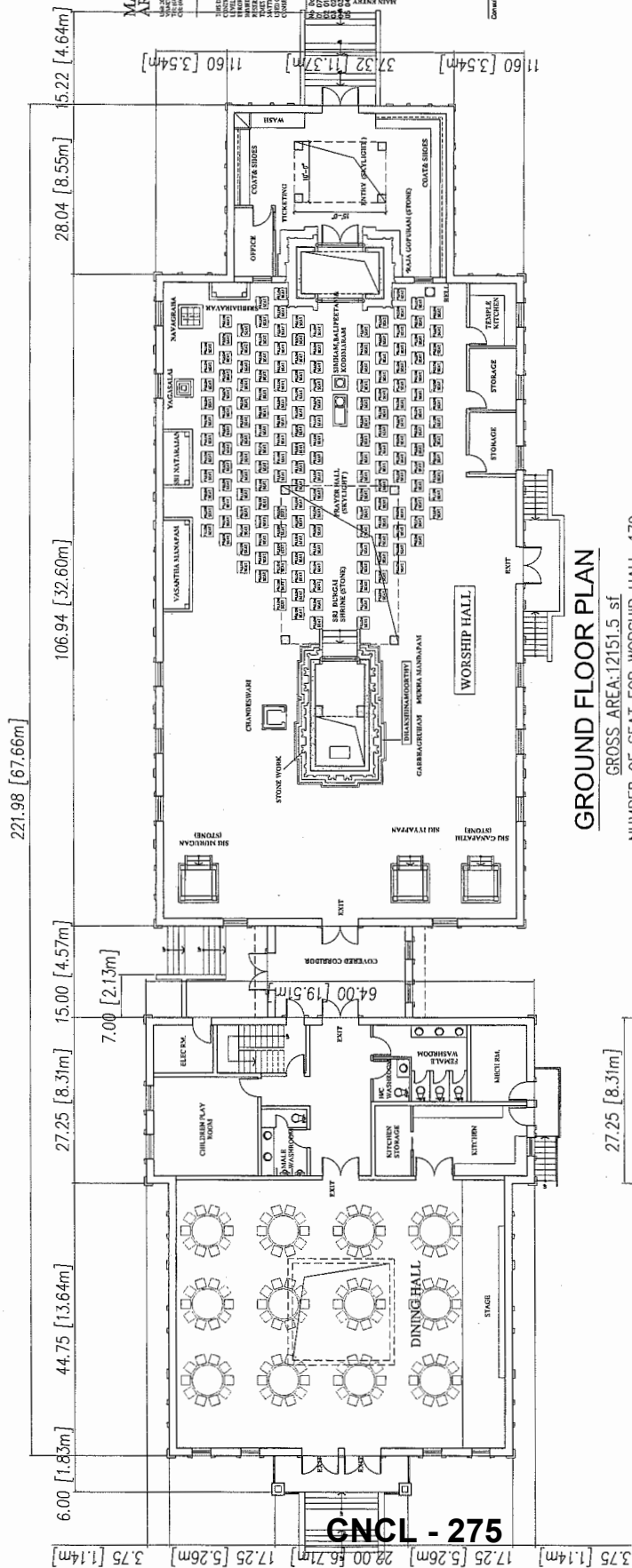
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Project Title
HINDU TEMPLE
8100 NO.5 ROAD
RICHMOND, B.C.

SHEET TITLE
FLOOR PLANS

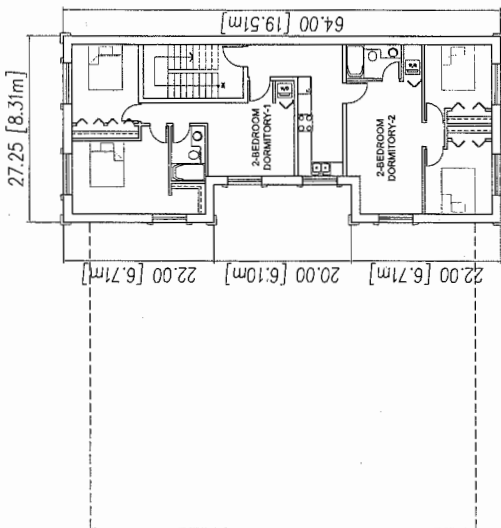
Aramid
 RS
 Deck ends
 MC
 Scale:
 $1/8" = 1'-0"$
 Project Number:

| | |
|----------------|----------|
| Revision Date: | Dwg. No. |
| Visit Date: | D03 |
| 2015/04/28 | |



GROUND FLOOR PLAN

GROSS AREA:12151.5 sf
NUMBER OF SEAT FOR WORSHIP HALL=179
NUMBER OF SEAT FOR DINING HALL= 120



SECOND FLOOR PLAN

GROSS AREA: 1643 sf

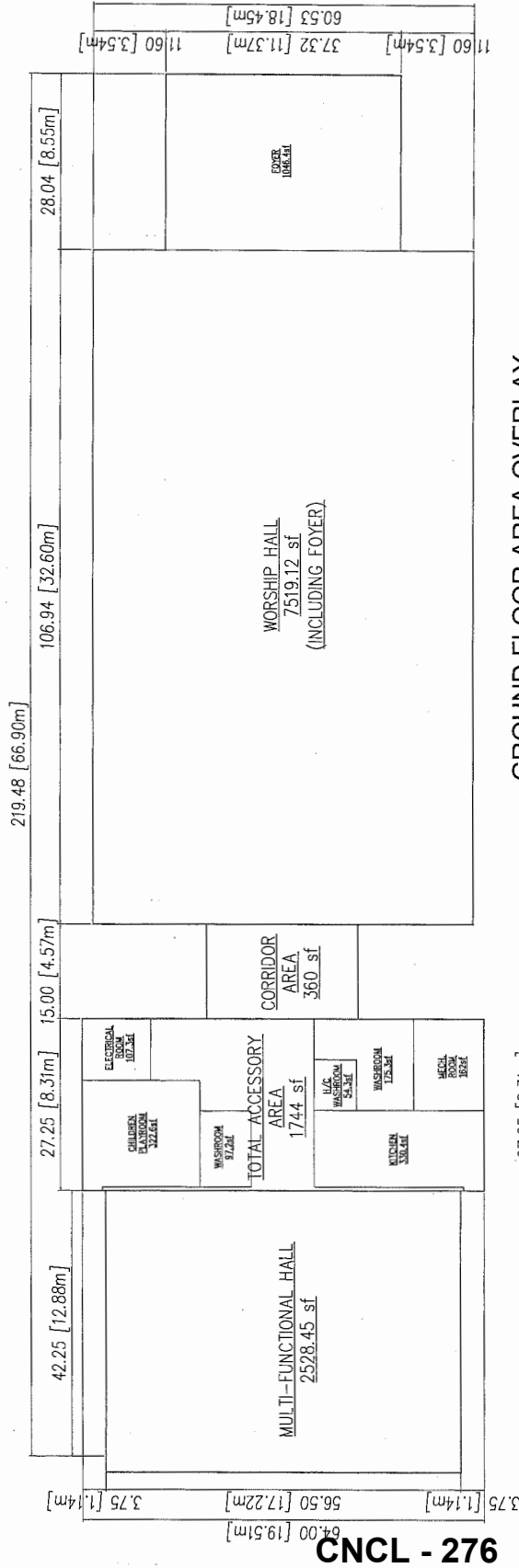


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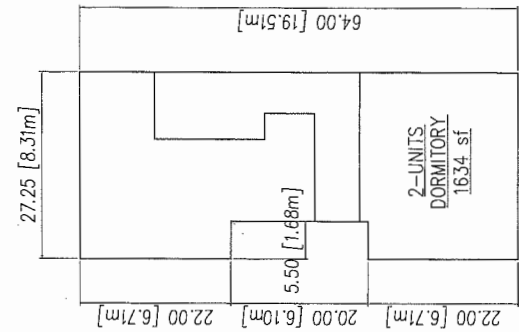
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Project No. 100-1000
Date: 07/27/14
Drawing No. 100-1000-01
Scale: 1/8" = 1'-0"
Revision: 10/15/14
Drawing: 100-1000-01



GROUND FLOOR AREA OVERLAY



SECOND FLOOR AREA OVERLAY

Project No. 100-1000
Date: 07/27/14
Drawing No. 100-1000-01
Scale: 1/8" = 1'-0"
Revision: 10/15/14
Drawing: 100-1000-01

Project No. 100-1000
Date: 07/27/14
Drawing No. 100-1000-01
Scale: 1/8" = 1'-0"
Revision: 10/15/14
Drawing: 100-1000-01

| Room | TEMPLE (WORSHIP HALL) | MULTI-FUNCTIONAL HALL | ACCESSORY AREA (MIDDLE PORTION) |
|------------------|-----------------------|-----------------------|---------------------------------|
| GROUND FLOOR | 7519.12 sf | 2528.45 sf | 1744 sf + 360 sf |
| SECOND FLOOR | N/A | N/A | 1634 sf |
| ENTIRE BLDG AREA | | | 13785.57 sf (1280.60 sm) |

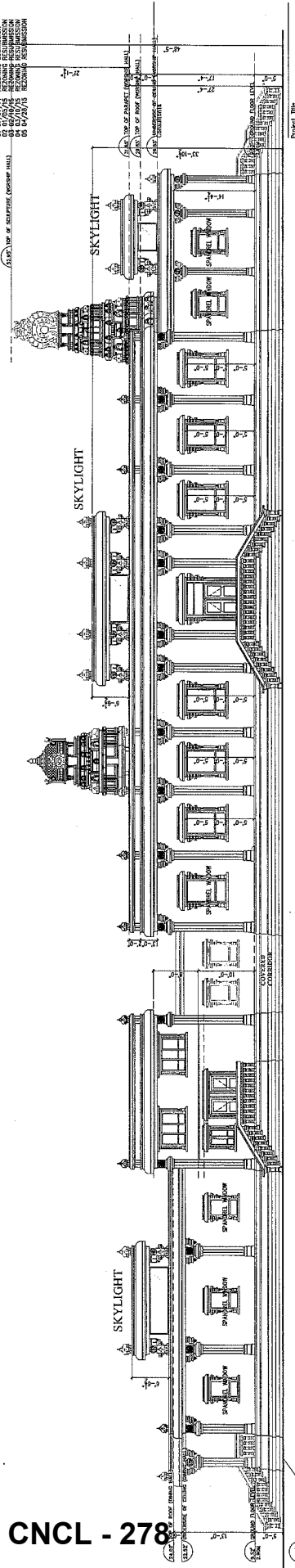
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Drawing: 100-1000-01

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Date: 07/27/14
Drawing No. 100-1000-01
Scale: 1/8" = 1'-0"
Revision: 10/15/14
Drawing: 100-1000-01

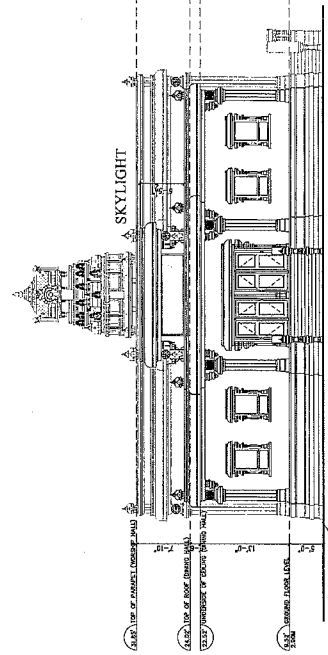
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| 02 | 01/05/15 | REWORKING | RESUBMISSION |
| 03 | 02/10/15 | REWORKING | RESUBMISSION |
| 04 | 03/10/15 | REWORKING | RESUBMISSION |
| 05 | 04/28/15 | REWORKING | RESUBMISSION |



SOUTH ELEVATION



WEST ELEVATION (FRONTING NO.5 ROAD)

Sheet Title
ELEVATIONS

| | |
|----------------|--------------|
| Drawing | B5 |
| Client | JAC |
| Scale | 1/8" = 1'-0" |
| Project Number | |
| Revision Date | Dwg. No. |
| Print Date | D04 |
| | 2015/04/26 |

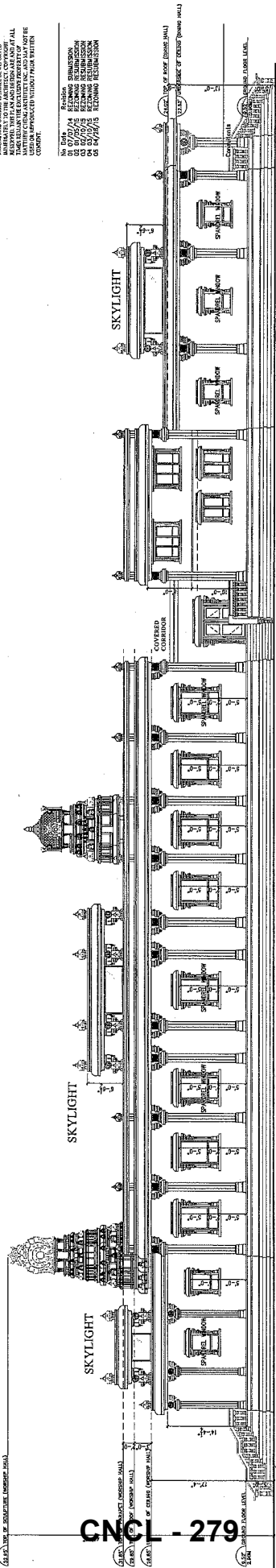
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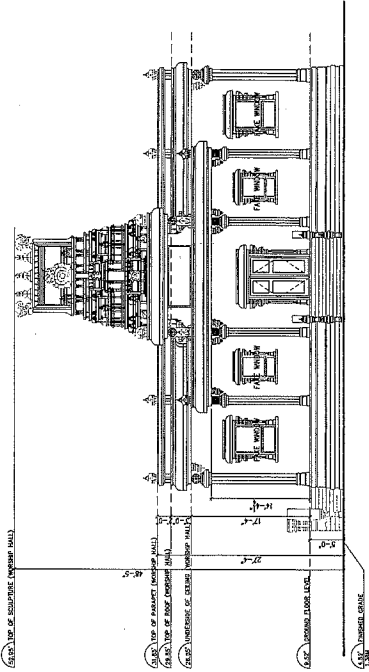
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| 01 | 07/07/14 | REWORKING |
| 02 | 01/05/15 | REWORKING |
| 03 | 02/10/15 | REWORKING |
| 04 | 03/10/15 | REWORKING |
| 05 | 04/28/15 | REWORKING |



NORTH ELEVATION



EAST ELEVATION

Project Title
HINDU
8100 N
RICHMOND

Sheet Title
ELEVATIONS

Drawings
RS
Checked:
WC
Scale:

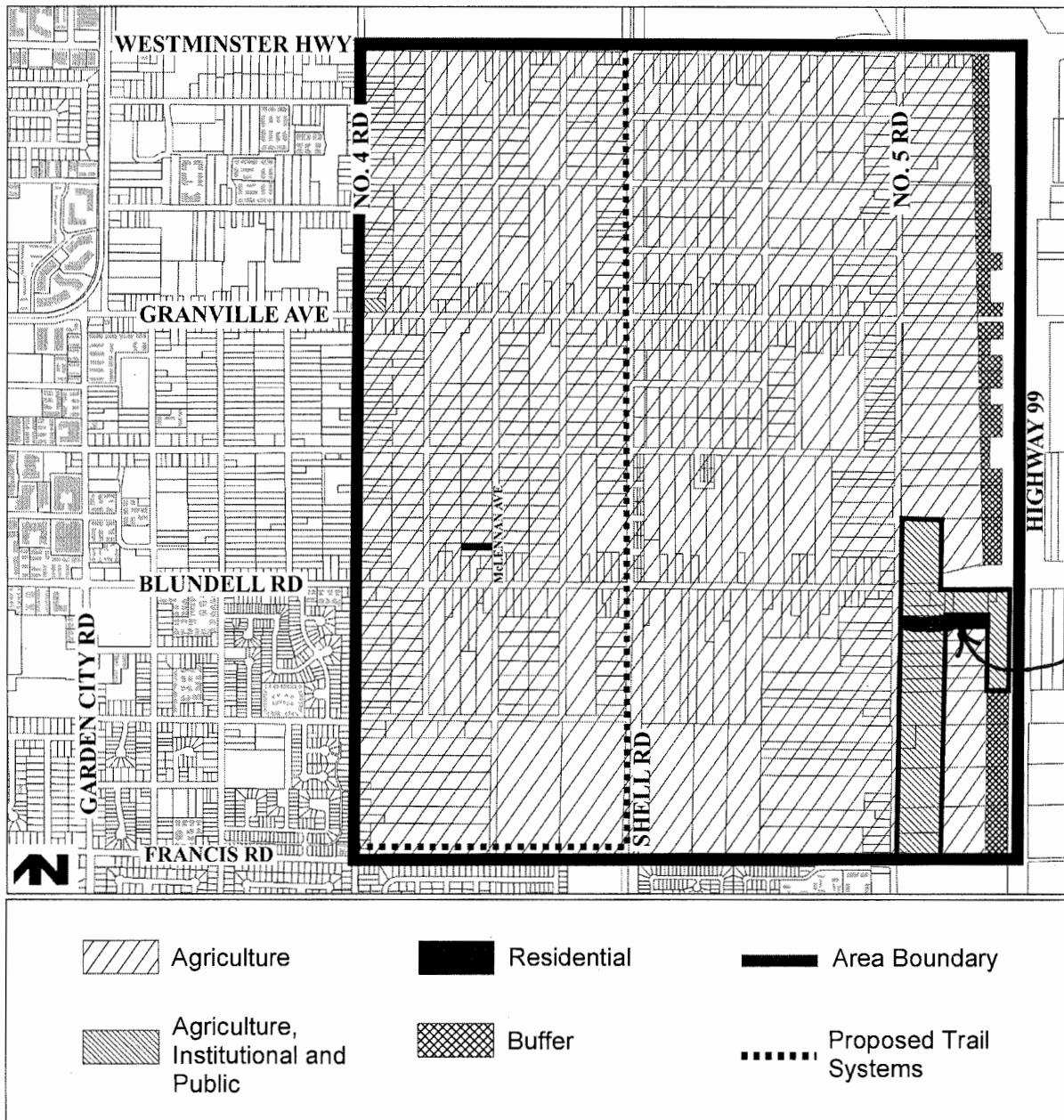
Revision Date: 2015/04/28

D05

City of Richmond

Land Use Map

Bylaw 8791
2012/09/10



**OBJECTIVE 5:**

Find ways to recover food waste.

POLICIES:

- a) support the efforts of community groups and the private sector to establish initiatives that divert recoverable food from the pre-waste stream for redistribution to local food banks;
- b) develop strategies to encourage organic waste diversion from multi-family housing and commercial properties;
- c) support the recycling and re-use of organic waste;
- d) develop an educational program to promote awareness around food production, health, and impacts on the community.



Credit: Richmond Food Security Society

Bylaw 9506
2016/02/15

7.3 No. 5 Road Backlands Policy**OVERVIEW:**

Since 1990, the City and the Agricultural Land Commission (ALC) have agreed that, within the Agricultural Land Reserve (ALR), there shall be a unique area called "No. 5 Road Backlands Policy Area" as shown on the attached No. 5 Road Backlands Policy Area Map.

The purpose of the Policy is to allow Community Institutional uses on the westerly 110m ("Frontlands") of the properties located on the east side of No. 5 Road between Blundell Road and Steveston Highway (the area outlined in bold lines on the No. 5 Road Backlands Policy Area Map), if the remaining portions ("Backlands") are actively farmed.



Bylaw 9506
2016/02/15

OBJECTIVE:

Community Institutional uses may be permitted in the Frontlands if the Backlands are actively farmed.

POLICIES:

- a) the types of uses which may be considered in the Frontlands are those consistent with the Community Institutional land use definition contained in the 2041 Official Community Plan (the "OCP") to be considered and approved by the City and the Agricultural Land Commission through the necessary land use approval process;
- b) in the Frontlands, clearly ancillary uses (e.g., dormitory) to the principal Community Institutional uses are allowed, but principal residential uses (e.g., congregate housing, community care facility, multi-family housing) are not allowed;
- c) property owners who do not intend to farm the Backlands themselves are encouraged to, either lease them to a farmer, dedicate their Backlands to the City or enter into legal agreements with the City to allow the City or the City's designate to access and farm the Backlands;
- d) the City will continue to strive for a partnership approach with property owners to achieve farming of the Backlands (e.g., based on the approved farm plans);
- e) in the Backlands, a limited infrastructure component (e.g., little or no regional and on-site drainage, irrigation or farm access roads) could be allowed, where a full infrastructure component is not practical;
- f) in the Frontlands, satisfactory sanitary sewage disposal is required as a condition of non-farm use or rezoning approval;
- g) applicants shall submit the necessary reports to the City to achieve farming with all costs to implement works associated with an approved farm plan to be paid by the applicant;

Development Application Procedure and Requirements

- a) all proposals for Community Institutional development are subject to City and ALC approval through the necessary development application process to be reviewed on a case-by-case basis and in accordance with the OCP;
- b) consideration of Community Institutional development in the Frontlands is generally subject to:
 - i) submission and approval of an ALR Non-Farm Use application that is required to be endorsed by the City prior to being considered by the ALC. If the City endorses the ALR Non-Farm Use application, it will be forwarded to the ALC for consideration;
 - ii) pending the outcome of the ALR Non-Farm Use application, a rezoning application will also be required and subject to the required statutory process;
 - iii) other Development Applications (i.e., Environmentally Sensitive Area Development Permit, Development Variance Permit) may also be required based on the proposal or site context;



Bylaw 9506
2016/02/15

- c) in certain cases, a rezoning application will not be required following approval of an ALR Non-Farm Use application. Under these circumstances, any specific requirements to be secured through the ALR non-farm use application are to be confirmed through the necessary resolution of Council upon consideration of the application;
- d) in considering development proposals (i.e., ALR Non-Farm Use applications or rezoning application) in the No. 5 Road Backlands Policy area, the City requires the applicants to:
 - i) prepare farm plans with access;
 - ii) explore farm consolidation;
 - iii) commit to do any necessary on-site infrastructure improvements;
 - iv) co-operate as necessary to remove constraints (e.g., required infrastructure) to farming the Backlands, in partnership with others;
 - v) commit to legal requirements as may be stipulated by Council to achieve acceptable land uses (e.g., farming the Backlands);
 - vi) provide financial security to ensure the approved farm plan is implemented;
 - vii) undertake active farming of the Backlands;
 - viii) register a statutory right-of-way on title for a future farm access road along the eastern edge of the property along the Backlands, to the satisfaction of the Director of Development;
 - ix) comply with such other considerations or requirements by Council;

Reporting Requirements

- a) all property owners who are required to farm the Backlands must, in a form acceptable to the City, report to the City on a yearly basis regarding the current status of the farm by providing clear evidence (e.g., detailed description of the farming activities conducted in the Backlands, photos, farm tax records) that the Backlands are actively being farmed in accordance with the approved farm plans, to Council and the ALC's satisfaction;

Amendments to the Above Policies

- a) amendments to these policies in the 2041 OCP is subject to the required statutory process, which will include consultation between the City, ALC and other stakeholders as deemed necessary;

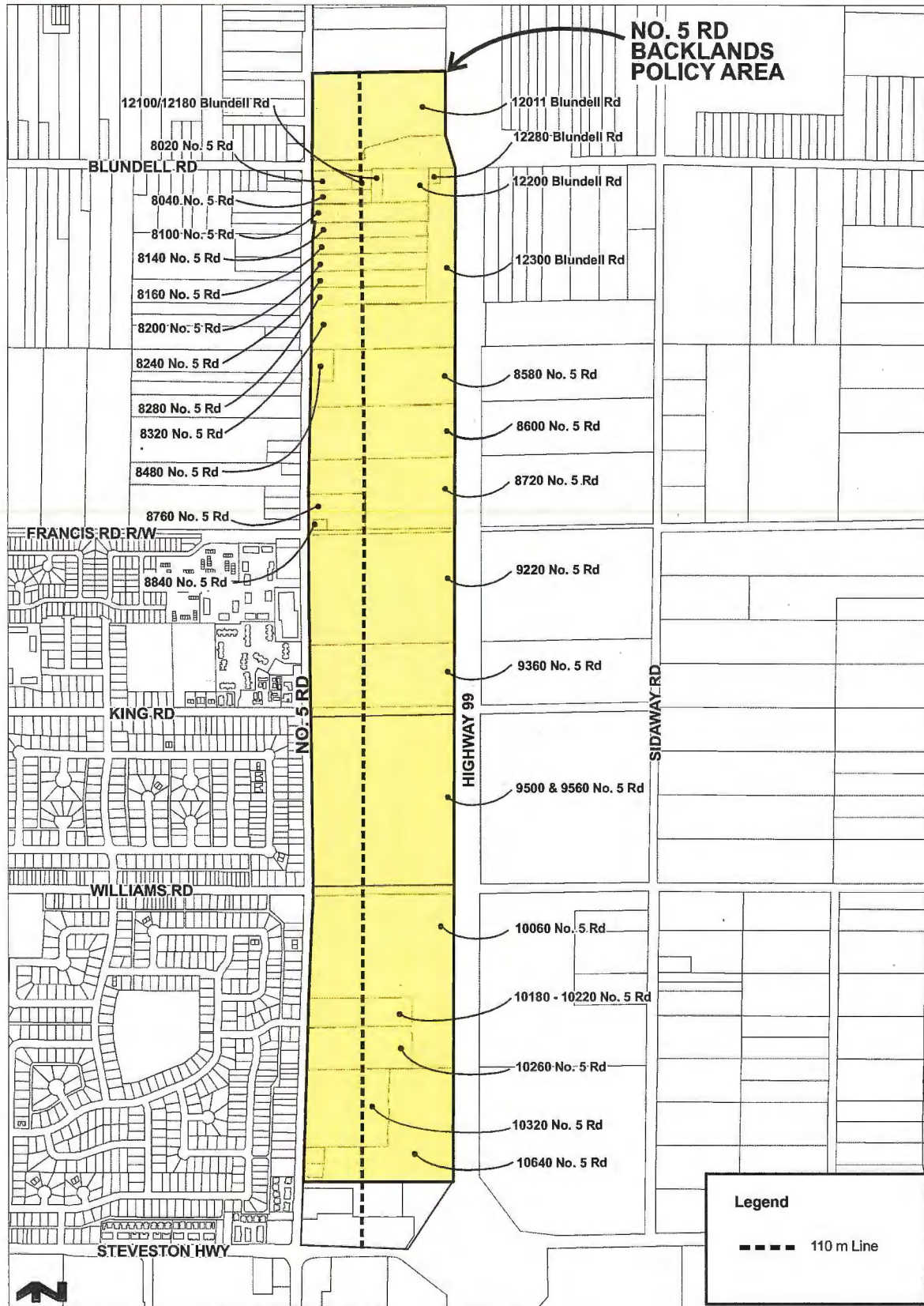
Co-ordination of Review Process

- a) the City and the ALC will co-ordinate efforts when reviewing applications for ALR non-farm use and subsequent rezoning applications, in order to ensure that the interests of each party are addressed. This co-ordinated effort will be done prior to granting any approvals.



No. 5 Road Backlands Policy Area Map

Bylaw 9506
2016/02/15



**Excerpt from the Minutes from
The Agricultural Advisory Committee Meeting**

**Thursday, January 29, 2015 – 7:00 p.m.
Anderson Room
Richmond City Hall**

3. Development Proposal - ALR Non-Farm Use

Staff outlined the non-farm use proposal to develop a new Hindu temple at 8100 No. 5 Road. Staff noted that the proposal is subject to the No. 5 Backlands Policy, which allows institutional uses on the westerly 110m when the remaining portion is strictly used for farming. Staff also indicated the proposal includes a height variance and will be subject to the ESA DP requirement.

Committee had the following questions and comments:

- In response to Committee's query about the maximum building height, Staff explained it is the requirement specified in the proposed "Assembly" zone.
- Committee asked how the properties along No. 5 had been monitored to ensure the property owners continue to farm the backlands and whether the restriction is enforceable. Staff explained as restrictive covenants are registered on titles of the most sites, it is enforceable. Staff also periodically check and receive complaints or information from neighbours.
- Discussion ensued with regard to fill issues in the ALR and Committee noted that any illegal activities should be carefully monitored.
- Committee also noted the importance of a "succession plan" to ensure that the backlands are continued to be farmed by future owners. Community members acknowledged that the agricultural plan is solid and provides a good amount of details. Committee noted that, if the plan is followed through, it will be successful and continuity over time is the key.
- Committee invited the applicants to the table. The project architect, Matthew Cheng, introduced himself and noted that other consultants, including the agrologist, was also in attendance.
- Committee requested further details of the proposed drainage tile and noted a 4" drainage tile is typical for blueberry farming and no sock to be attached as it is not good for organic soil.

- Committee expressed concerns about details of the proposed drainage plan. It was noted that, if the City does not permit the site to be connected to the City's storm sewer system it will likely become an issues for neighbouring sites.
- Committee was glad to see soil will be recaptured and reused on the site rather than brought from outside.
- In response to Committee's question about residential units in assembly buildings, Staff noted that the use is often included in institutional developments as an accessory use.
- Committee also asked if there would be any parking issues. Staff noted that the current proposal shows it meets the parking requirement. In reply to Committee's question about special event parking arrangement, the representative from the Hindu society noted that they had secured an agreement with neighbours; in case of special events, the neighbouring site could be used for additional parking.
- As the farm is proposed be used for non-commercial purposes, it was suggested that the congregation consider opportunities with other non-profit community group.

The following motion was passed:

That the non-farm use application for a new Hindu temple at 8100 No. 5 Road be supported subject to the following conditions:

1. *Additional organic soil to be retained on the site as per the recommendations included in the agrologist report;*
2. *The drainage tile to be a minimum of 4" in size and not to have a sock; and*
3. *An alternative drainage plan to be brought forward for Committee's review and comments if the City does not allow the site to connect to the City's storm sewer system.*

Carried Unanimously

Agricultural Plan

**8100 No. 5 Road
Richmond, BC**



Prepared for:
Arul Migu Thurkadevi Hindu Society of BC
7468 Edmonds Street
Burnaby, BC
V3N 1B2

Prepared by:
Pottinger Gaherty Environmental Consultants Ltd.
#1200 – 1185 West Georgia Street
Vancouver, BC
V6E 4E6

PGL File: 3587-02.01

December 2014



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List of Acronyms

| | | |
|------------|---|--|
| AMT | - | Arul Migu Thurkadevi |
| ESA | - | Environmentally Sensitive Area |
| PGL | - | Pottinger Gaherty Environmental Consultants Ltd. |
| PID | - | Parcel Identification Number |

1.0 INTRODUCTION

Pottinger Gaherty Environmental Consultants Ltd. has been retained by the Arul Migu Thurkadevi (AMT) Hindu Society to develop an agricultural plan for the property located at 8100 No. 5 Road, Richmond, BC (the Site; Figure 1). Construction of the proposed temple and ancillary parking requires submission of a non-farm use application for the portion of the property fronting No 5 Road to the City of Richmond and Agricultural Land Reserve. The remaining portion of the property will be used for active agricultural purposes. This requires summarizing the capabilities and requirements to develop an agricultural use and farm implementation plan for submission to the City of Richmond and the Agricultural Land Commission.

Our report includes a description of the Site and Site soils, summarizes the Site's capabilities for farming, and provides an agricultural use and farm implementation plan. At this time, blueberry production has been planned for the Site and the farm implementation plan reflects soil requirements for blueberry production.

Specifically, the scope of our work includes a review of the following considerations and requirements:

- Topsoil: Develop a topsoil salvage and management plan;
- Drainage: Design a subsurface drainage plan for the agricultural portion of the property;
- Irrigation: Develop a crop irrigation system for the agricultural area; and
- Crop Alternatives: Suggest possible suitable agricultural uses for the agricultural portion of the property.

2.0 SITE DESCRIPTION

The Site is located on the east side of No. 5 Road, south of Blundell Road in Richmond, BC (Figure 1). The surrounding area is characterized by:

- North: institutional;
- West: institutional;
- South: agricultural and institutional; and
- East: agricultural.

2.1 Legal Description

The Site is comprised of one parcel. The legal description of the parcel is:

- 2 Sec 19 BLK4N RG5W PL 4090 Except Plan S115. The Parcel Identification Number (PID) is 003-413-110.

2.2 Zoning and Current Land Use

The Site is zoned by the City of Richmond as AG1 (traditional sites zoned for agriculture), and lies within the Agricultural Land Reserve. The Site is also designated as an Environmentally Sensitive Area (ESA) within the City of Richmond Official Community Plan. The ESA designation is Old Fields and Shrublands. The Official Community Plan has also identified the property as Agriculture and Community Institutional.



The City of Richmond considers Old Fields and Shrublands to be old fields and shrublands temporarily (>2 years) or permanently abandoned as agricultural or cleared lands that support mixed grass, forb, and shrub vegetation. Grass and shrub vegetation is often intermixed with increasing shrub cover after 10 years without mowing. Old field and shrubland is a man-made habitat type associated with the changing pattern of farming in agricultural landscapes, particularly the abandonment of farms.

2.3 Soils

2.3.1 B.C. MOE Mapping

The 1:25,000 scale published soils mapping in the RAB Bulletin 18: Soils of the Langley-Vancouver Map Area indicate the Site as Triggs-Lumbum soil complex. Triggs-Lumbum soil complex consists of up to 2m of partially- to well-decomposed organic matter overlying fine textured mineral deposits. Richmond soil series consists of 0.4 to 1.6m of well-decomposed organic matter overlying fine-textured deltaic deposits. Triggs-Lumbum soil complex are poorly drained and acidic in nature.

2.3.2 Current Onsite Inspection

The subject property indicated evidence of surficial disturbance. The western portion had areas of gravel fill, including a driveway along the north property line and a footprint of a former structure near the south property line. A raised portion of the north side of the property has been covered in sawdust or hog fuel.

2.4 Land Use

2.4.1 Subject Property

The subject property is +/-1.1 hectare in area, and had a single-family residence, garage, shed and two metal shipping containers located on the western portion of the Site.

The property owners intend to redevelop a portion of the property in the western portion of the property extending 110m from the western property line.

2.5 Drainage Conditions

There was no drainage system on the property. The water table is at or near the surface in winter. There was no standing water on the Site at the time of the Site inspection. There are no ditches adjacent to the property.

3.0 PROPOSED LAND IMPROVEMENTS

3.1 Soil Conservation and Management

3.1.1 Soil Salvage and Use

Topsoil from the proposed building development area is proposed for salvage and use on the eastern agricultural portion of the property. The surface soil on the proposed assembly use area is poor quality. The underlying organic soils are assumed to be of good quality. Site preparation of the built area will require removal of the organic soils and preload of the underlying silts with sand.

The poor quality fill and gravel should be removed from the entire Site. The underlying organic soil should be excavated to the silt boundary and placed in an even layer over the agricultural portion of the Site.



Stumps located within the area that are intended for agricultural production should be removed to increase the farmable area.

3.1.2 Soil Management

In south-coastal BC, blueberries have traditionally been grown on highly organic soils with an organic matter content of 20 to 50%. They can also be grown successfully on mineral soils including silt or sandy loam. They, however, do not perform well in wet soils or heavy, poorly-structured clay soils. The Site's organic soils have a very high water-holding capacity, which will require attentive drainage management to ensure good plant growth and prevent soil decompression due to over-draining.

Maintaining soil cover with temporary cereal crops, permanent grass cover or other ground cover vegetation is very important in maintaining good surface infiltration and soil capacity.

Soil fertility amendments should be implemented based on soil test results, and fertilizers should be applied at the recommended rates for the specific vegetation.

Blueberries do best in acid soil with a pH range of 4.5 to 5.2. A pH outside this range can result in poor growth and low yields. A soil test should be used to determine the nutrient status and soil pH before conducting the first planting, at least six months before planting so that any amendments can be added as the field is prepared. Sampling will be conducted based on direction from an agricultural consultant or soil laboratory (for laboratory listings, refer to the BCAGRI publication, "Resources for Berry Growers").

Prior to planning, soils will be tilled to depth between 6 to 10 inches to prepare a suitable seedbed using either cultivators, harrows or rotovators. Due to the fine textured nature of the soils, tilling will only be conducted when moisture content is ideal.

3.2 Drainage

3.2.1 Drainage Rationale

Plants cannot tolerate extended periods of flooding especially when they are actively growing. Poorly drained soil can result in poor plant growth, poor yield, root rot, and plant death. A water table maintained at least 60cm (24in) below the soil surface is best for blueberry production. A subsurface drainage system is recommended for this Site to supply water table control.

3.2.2 Design Parameters

The proposed subsurface drainage system design was based on Site-specific information, crop requirements and climate data for Richmond, BC.

The guidelines in the BC Agricultural Drainage Manual (1997) were used for general reference, in addition to local experience and Site-specific information, to develop the drainage system installation design.

Lateral drain spacing was set at 10.0m with an average drain depth of 1.1m ranging between 1.0-1.2m to accommodate the required drain slope of 0.1% to the mainline collector.



3.2.3 Drain Lateral Lines

Drainage lines will be installed using a trenchless plow or backhoe. Perforated polyethylene corrugated drain pipes (Big O) fitted with a nylon sock will be used for the lateral drains. The drain slope would be 0.1% to the mainline connector.

The City of Richmond does not permit mechanical lift of drainage water into the municipal storm drain system; therefore, a gravity connection between the collector catch basin and the parking lot storm water collection system will be required. If the City of Richmond refuses to allow discharge of drainage from farmed development areas into the municipal storm sewer system on No. 5 Road, the drainage system will be designed to discharge the subsurface drainage water into the eastern portion of the ESA area and infiltrate naturally into the ground.

4.0 IRRIGATION

4.1 Irrigation Water Sources

In the south coast region of BC, rainfall is generally inadequate in July and August and supplemental irrigation is necessary. Municipal water is available from the City of Richmond municipal water system to supplement irrigation. The small size of the Site and portion intended for agriculture makes use of municipal water the most practical source of irrigation water.

Irrigation should be provided by a 2" service-fitted line with a double check valve meeting the local code for irrigation supply. This should be installed as part of the new water service for the Site during redevelopment. A 2" buried PVC Schedule 40 mainline should be installed. Standpipes with quick-connect valves installed at 30m intervals along the line are recommended to facilitate the connection of surface irrigation equipment.

Drip irrigation is recommended to maximize water efficiency as water is delivered directly to the root zone providing more consistent and even soil moisture. Fertilizers can also be injected into the irrigation water. The drainage system should be drained following harvest to prevent winter frost damage.

5.0 CROP ALTERNATIVES

5.1 Suitable Crops

Site soils are mapped as a Triggs-Lumbum complex whose dominant soil limitations include very poorly-drained, infertile and acidic soils. A selection of suitable crops can be successfully produced on the property following appropriate management inputs in addition to the proposed soil salvage and improved irrigation. Management inputs required to increase the agricultural capability include a water-management system to improve drainage, and lime and/or fertilizer application to manage the soil pH and naturally low fertile conditions associated with these soils.

Suitable crops identified for these soils by Bertrand et al. (1991)¹ includes: annual legumes, blueberries, cereals, cole crops, corn, perennial forage crops, root crops, and shallow rooted annual vegetables.

¹ Bertrand, R.A., Hughes-Games, G.A. and Nikkel, D.C. 1991. Soil Management Handbook for the Lower Fraser Valley. BC Ministry of Agriculture, Fisheries and Food.

The AMT Hindu Society intends to grow a selection of vegetables and flowers on a portion of the agricultural lands that will be used as part of the Temple services. After assessing potential crop options for the remainder of the agricultural land. Based on an assessment of agricultural suitability including consideration of adjacent land use, parcel size, and activities which would be compatible with the temple use, AMT Hindu Society identified blueberry production as the intended land use. AMT Hindu Society has identified a third party who will be responsible for blueberry production including planting and harvest.

Existing trees outside of the Temple development area will be protected as required by the ESA.

5.1.1 Proposed Agricultural Operator

Arul Migu Thurkadevi (AMT) Hindu Society and PGL have consulted with a number of agricultural operators in the Lower Mainland to identify a suitable operator to manage the proposed blueberry operation. After inspecting the site all of the commercial operators decided not to move forward with the lands as they consider the parcel to be too small and not commercially viable. AMT Hindu Society however is not interested in commercializing the operation and intends to produce farm products for charity and community purposes as well as self-consumption.

To support the intended agricultural operation, AMT Hindu Society intends to utilize members of their organization who are established active farmers and labourers who reside in Richmond and are willing to assist with the farm operation. Additional labour will be provided by community elders and retirees who will do voluntary work under the guidance of the established farmer.

Daily and seasonal operations following planting will be based on the BC Ministry of Agriculture's blueberry management schedule, developed as part of the Berry Production Guide, a general guide to blueberry management based upon plant and pest development. Timing and associated actions are provided in Appendix 2.

5.1.2 Proposed Planting Plan

The property owner has identified blueberry production as the intended agricultural crop for the Site. The plant spacing is based on feedback received from local farmers while additional recommendations are based on the BC Ministry of Agriculture's Berries Production Guide. Recommendations are summarized below.

- In-row spacing between blueberry bushes is 1.5m.
- Distance between rows 3m.
- Fall planting will be conducted if warranted as it allows quicker plant establishment in coastal regions.
- Two-year old nursery-grown plants will be used to establish a planting. Fertilize plants set out in the spring three to four weeks after planting. Two or more applications may be required through the first growing season.
- Plants will be set at the same depth as they were in the pot or nursery.
- Cover crops may include permanent grass covers between the rows, which will suppress weeds, provide support for farm machinery, improve soil structure and water infiltration and reduce soil erosion. Grasses that work best are low-growing perennials that are easy to establish and do not creep. Mixtures should contain no more than 25% perennial ryegrass to minimize mowing. Pure stands of sheep fescue or hard fescue establish slowly but withstand traffic well and require less mowing.
- If grass is selected for a cover crop, seeding is recommended to occur in spring or early fall (September). Seed mixtures at 30 to 55kg/ha (12 to 22kg/acre) and fescues at 30 to 45kg/ha (12 to 18 kg/acre).

Based on the planting plan, AMT Hindu Society intends to plant approximately 815 blueberry bushes.

Access to the agricultural lands will be provided through establishment of a gravel farm access road along the north property boundary.

Vegetated buffers including a variety of edible and ornamental plants will be established between the ALR lands and the adjacent property and the proposed temple. A planting plan is provided in AMT Hindu Society's submission.

6.0 AGRICULTURAL IMPROVEMENT COST ESTIMATE

| | |
|--|-----------------|
| Topsoil Salvage | |
| Strip and load topsoil from development area 3250m ³ @ \$5.00 | \$16,250 |
| Place and grade on agricultural area, 1,500m ³ @ \$2.00 | \$3,000 |
| Subtotal Topsoil Salvage | \$19,250 |
| Drainage System | |
| Supply and install lateral drains 450m @ \$7.00 | \$3,150 |
| Supply and install buried mainline 110m @ \$30.00 | \$3,300 |
| Connections to built area storm system (if approved) | \$3,000 |
| Subtotal Drainage System | \$9,450 |
| Irrigation System | |
| Municipal services connection | \$4,000 |
| Irrigation piping | \$3,000 |
| Irrigation equipment | \$4,000 |
| Subtotal Irrigation System | \$11,000 |
| Planting | |
| Blueberry bush purchase 815 bushes @ \$15 | \$12,225 |
| Labour for planting 400 hrs @ \$15/hr | \$6,000 |
| Soil preparation (machinery and amendments) | \$2,000 |
| Subtotal Planting | \$20,225 |
| Total Estimated Cost | \$59,925 |

7.0 SUMMARY AND CONCLUSIONS

The Site's agricultural capability is primarily limited by poorly-drained, naturally infertile and acidic soil. Poor-quality fill on the western portion of the Site intended for development of the Temple also limits the Site's agricultural production potential. The proposed agricultural management inputs, including soil amendments and improved drainage, will dramatically improve the agricultural capability and increase the range of crops that can be produced on the Site.

PGL proposes segregation of topsoil during construction of the Temple. Soil suitable for segregation will be spread across the eastern portion of the Site to improve the soil's agricultural capability and ensure the conservation of topsoil.

Respectfully submitted,

POTTINGER GAHERTY ENVIRONMENTAL CONSULTANTS LTD.

Per:



Ashleigh Gilbert, M.Sc., A.Ag.
Environmental Scientist

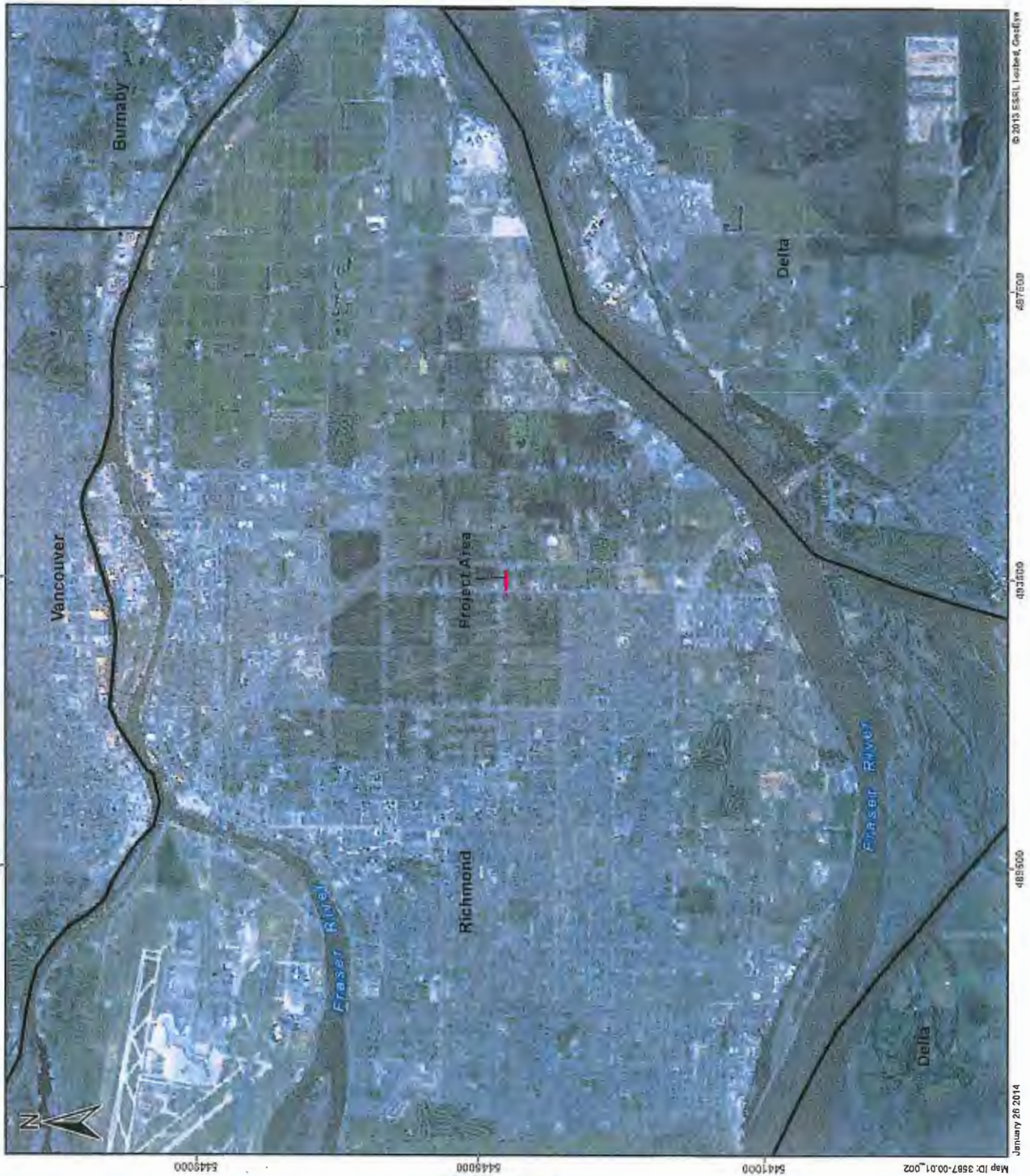


Stewart Brown, M.Sc., P.Ag., R.P.Bio.
Senior Environmental Scientist

AAG/CSB/mtl/slr

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Figures



Site Location

Project Location

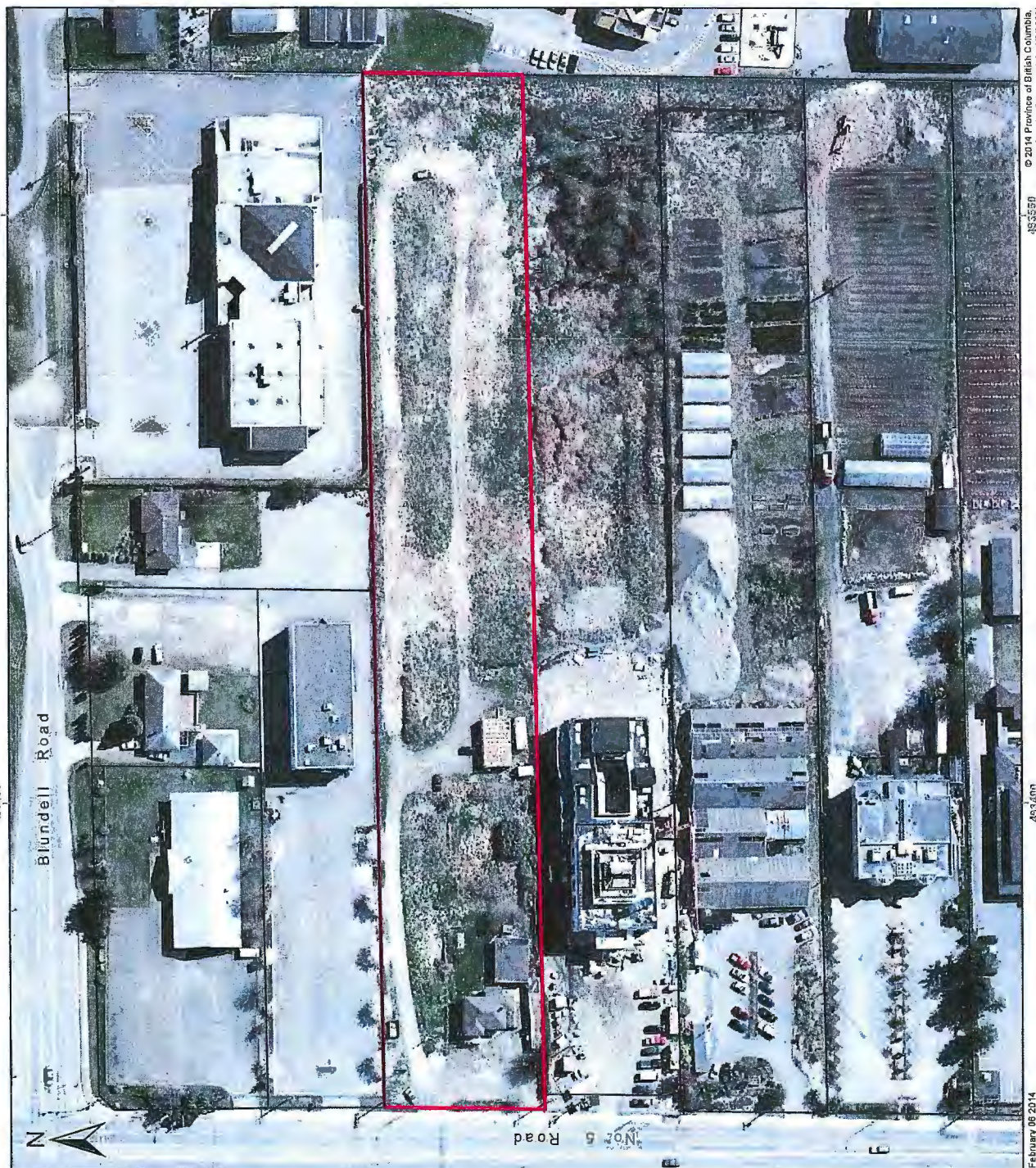


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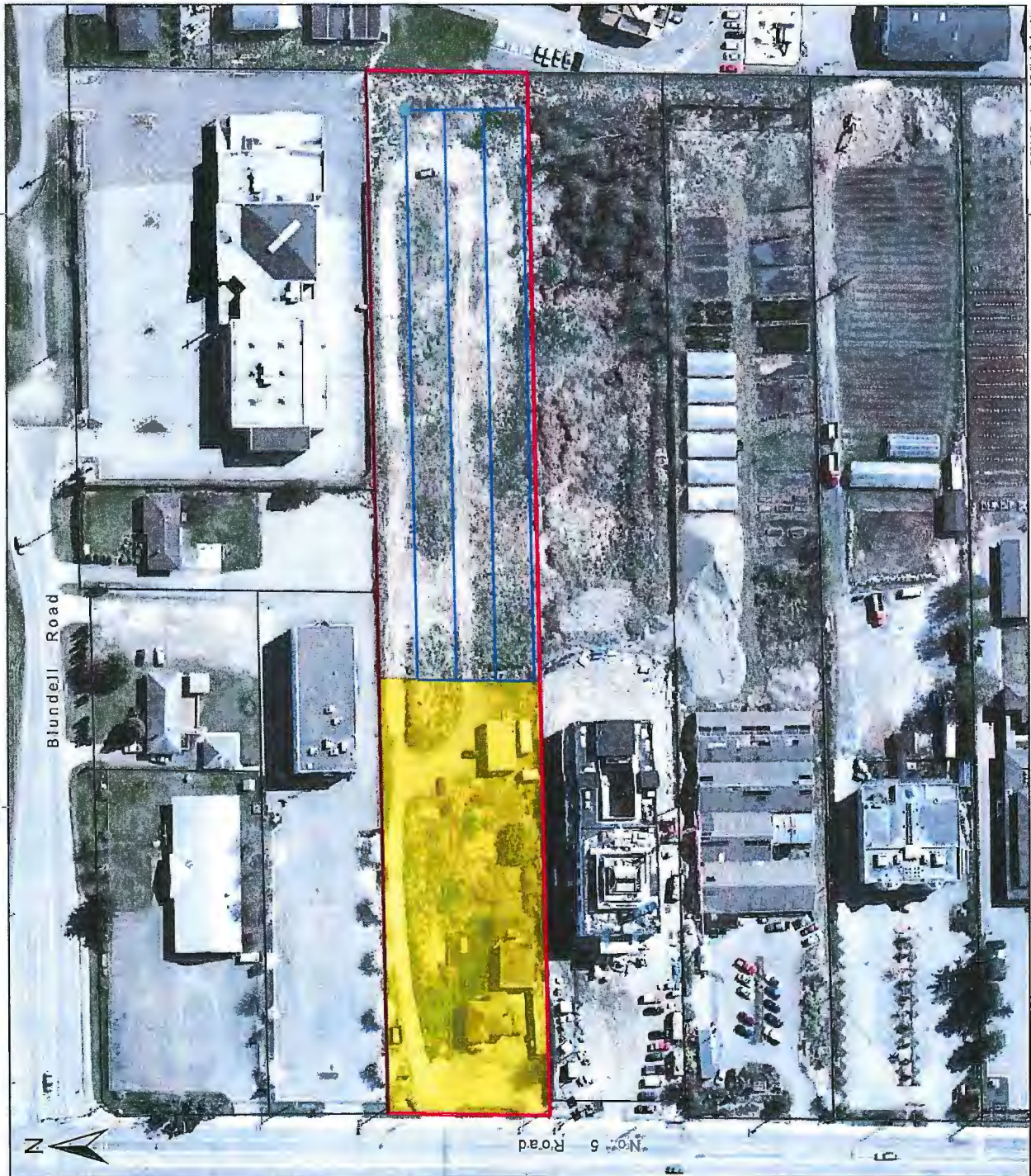
Coordinate System: NAD 1983 UTM Zone 10N



Figure 1



PLN - 172
CNCL - 301



Drainage Plan

- Collector Basin
- Drainage Line
- Development Area
- 8100 No 5 Rd
- Property Line

1:1,400
0 25 50
Metres

Coordinate System: NAD 1983 UTM Zone 10N

Appendix 1
Site Photographs



Photograph 1:

Looking west from the eastern
end of the Site



Photograph 2:

Eastern portion of the Site.
Land use to the south and
north is consistent with the
proposed development.



Photograph 3:

Organic soils in the eastern portion of the property



Photograph 4:

Coarse fill in the proposed development area which will be segregated from organic soils



Photograph 5:

Coarse fill that will require segregation



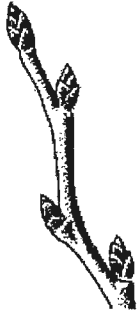

Photograph 6:


Topsoil which will be salvaged and applied to the agricultural portion of the Site


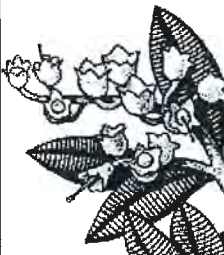
Appendix 2:



**Blueberry Management Schedule
(After BC Ministry of Agriculture, Berry Production Guide, 2012)**



| Timing | Type of Action | Action |
|--|------------------------|---|
| JANUARY / FEBRUARY Plants dormant  | Plant Care | <ul style="list-style-type: none"> Prune beginning after leaf drop. Be sure to remove diseased and dead wood. |
| | Disease Control | <ul style="list-style-type: none"> Apply copper oxychloride or Bordeaux mixture for bacterial blight. For mummy berry control, watch for development stage when leaf buds show 5 mm of green tissue. Also check for open mummyberry cups. Prepare to spray fungicide, as required. (February/March) |
| | Insect Control | <ul style="list-style-type: none"> Check for scale and apply dormant oil and/or lime sulfur spray by mid-February (before bud break), if required. Also helps to control leafroller, spanworm, wintermoth eggs and larvae. |
| | Weed Control | <ul style="list-style-type: none"> Apply pre-emergent herbicides before weed growth starts. |
| | Other | <ul style="list-style-type: none"> Ensure sprayers are tuned-up and calibrated. |
| MARCH Buds start to swell  | Plant Care | <ul style="list-style-type: none"> New plantings. Begin land preparation for spring plantings. |
| | Disease Control | <ul style="list-style-type: none"> Continue to check growth of leaf buds and mummy berry cups. Apply fungicide to protect developing buds from mummy berry as necessary at critical growth stage. Apply Ridomil for root rot control, if required. Apply copper oxychloride for bacterial blight, as necessary. |
| | Soil Care | <ul style="list-style-type: none"> Seed grasses for permanent cover between rows when soil can be worked. Apply sawdust mulch to beds, if needed. |
| | Weed Control | <ul style="list-style-type: none"> Apply pre-emergent herbicides before weed growth starts if not applied earlier. |
| | Food Safety | <ul style="list-style-type: none"> Ensure a food safety plan is in place including a record keeping system. |

| | | |
|--|---|--|
| LATE MARCH TO LATE APRIL Leaf and flower bud break  | Plant Care | <ul style="list-style-type: none"> • Make first fertilizer application (mid April). • <i>New plantings.</i> Set out new plants as conditions permit (up to mid May). |
| | Disease Control | <ul style="list-style-type: none"> • Continue to apply fungicide for primary mummyberry control, as required. • Apply copper oxychloride for bacterial blight, if necessary. If not done earlier, apply Ridomil for root rot control, if required. |
| | Insect Control | <ul style="list-style-type: none"> • Apply recommended prebloom insecticides to control aphids and minimize spread of blueberry scorch virus. Start weekly checks of swelling blossom buds for hatching spanworm, winter moth (late March), and caterpillars blown to fields from outside areas. Apply controls as needed. Start weekly checks for leafrollers, looking at blossom clusters and rolled leaves. |
| | Weed Control | <ul style="list-style-type: none"> • Control weeds by cultivation and/or herbicides. Apply herbicides for quackgrass and other perennial weed control. |
| | Other Pests | <ul style="list-style-type: none"> • Watch for snails and slugs - control as required. |
| LATE APRIL/MAY Blossoming | Soil Care | <ul style="list-style-type: none"> • Seed grasses for permanent cover between rows if not done earlier. Apply sawdust mulch, if needed and not done earlier. |
| | Plant Care | <ul style="list-style-type: none"> • Place bee hives in field when 10% of blossoms are open. Protect hives from bears where necessary. Remove hives from fields when blossoming is over. |
| | Disease Control Insect Control | <ul style="list-style-type: none"> • Monitor all fields for symptoms of blueberry scorch and blueberry shock. Watch for mummy berry infections on flowers and shoots and apply fungicides if needed. Apply fungicides for Botrytis blight and/or Anthracnose (fruit rots) if wet weather is anticipated. • Continue to watch for leafrollers and control as needed. Monitor for aphids. Control aphids after bloom is finished and bees have been removed from the field. Apply sprays only if predator numbers are low and aphids are increasing. |

| | | |
|---|-----------------|---|
|  | Weed Control | <ul style="list-style-type: none"> Cultivate for weed control in row middles or mow cover crop, as appropriate. Apply directed treatments of non-residual herbicides, if needed, observing days to harvest interval. |
| | Soil Care | <ul style="list-style-type: none"> Watch for poorly drained areas in fields. Plan fall drainage improvements. |
| | Food Safety | <ul style="list-style-type: none"> Test irrigation and spray water for E. coli and fecal coliforms. Order toilets, hand washing units and other sanitary supplies. |
| JUNE Fruit development  | Plant Care | <ul style="list-style-type: none"> Make second fertilizer applications up to mid-June. Irrigate as necessary. |
| | Disease Control | <ul style="list-style-type: none"> Apply fungicides for Botrytis (fruit rot) and Anthracnose (ripe rot) if weather is wet during the fruit development period. Monitor for root rot symptoms and mark affected areas. Apply Aliette if necessary. |
| | Insect Control | <ul style="list-style-type: none"> Continue to watch for leafrollers and spanworms to late June, control as needed. Continue to monitor for aphids especially in scorch infected fields. Control as required. Prune out and destroy branches with tent caterpillars before end of June when caterpillars leave the nest. |
| | Weed Control | <ul style="list-style-type: none"> Cultivate for weed control in row middles or mow cover crop, as appropriate. Apply directed treatments of non-residual herbicides, if needed. Observe pre-harvest intervals. |
| | Other Pests | <ul style="list-style-type: none"> Prepare bird predation management plan. Install bird control devices or erect bird netting. |
| | Soil Care | <ul style="list-style-type: none"> New plantings. Start to prepare land for new fall plantings. |
| | Food Safety | <ul style="list-style-type: none"> Place portable toilets and hand washing units. Ensure workers are trained in good hygiene and harvesting practices. |

| | | |
|--|------------------------|--|
| JULY Fruit development and ripening  | Plant Care | <ul style="list-style-type: none"> Monitor soil moisture and irrigate as necessary. |
| | Disease Control | <ul style="list-style-type: none"> Sample berries from each field and store at room temperature to assess fruit rot levels. Monitor for root rot symptoms and mark affected areas. Apply Aliette if necessary. |
| | Insect Control | <ul style="list-style-type: none"> Continue to monitor insect pests, control only if needed. • Monitor for spotted wing Drosophila (SWD) and apply protective sprays after fruit ripens. |
| | Other Pests | <ul style="list-style-type: none"> Install bird control devices, or erect bird netting if not done earlier. |
| JULY - SEPTEMBER Harvesting  | Plant Care | <ul style="list-style-type: none"> Harvest and market fruit. Collect plant tissue samples (mid July to mid August) for nutrient analysis. Irrigate as needed. |
| | Disease Control | <ul style="list-style-type: none"> Continue to apply fungicides for Botrytis, Anthracnose, and other fruit rot diseases, if weather is wet. Observe days to harvest interval. Prune out branches killed by Godronia canker (red flagging) or bacterial blight and destroy. |
| | Insect Control | <ul style="list-style-type: none"> Continue to apply protective sprays to control spotted wing Drosophila. Apply insecticides to control aphids and young scale if required. Observe pre-harvest intervals. Prune out and destroy branches with tent caterpillars (from mid July). Watch for scale "crawlers" from late July to August and control if needed. |
| | Other Pests | <ul style="list-style-type: none"> Control birds following approved guidelines. |
| SEPTEMBER Post harvest growth | Soil Care | <ul style="list-style-type: none"> Continue to mow cover crop as needed. New plantings. Install drainage, if needed. Monitor soil pH and adjust as necessary. Incorporate sawdust or compost in planting beds as required. |
| | Plant Care | <ul style="list-style-type: none"> Irrigate as necessary. |
| | Disease Control | <ul style="list-style-type: none"> Apply copper spray for bacterial blight before fall rains start. Prune out diseased wood. |

| | | |
|--|------------------------|---|
| | Insect Control | <ul style="list-style-type: none"> Prune out and destroy caterpillar tents before mid September when caterpillars drop to the ground for the winter. |
| | Other Pests | <ul style="list-style-type: none"> Remove bird control devices and netting after harvest. |
| | Soil Care | <ul style="list-style-type: none"> Take soil samples for analysis, if needed. Check pH of soil. Apply calcium and magnesium in form of dolomite or sulphur if required. Subsoil between rows when soil is dry, if necessary. Seed grasses for permanent cover between rows. New plantings. Install drainage, if required and not done earlier. |
| OCTOBER Post harvest growth | Plant Care | <ul style="list-style-type: none"> Continue to prune out and remove diseased wood. New plantings. Set out new plants. Best time to plant container stock in coastal areas. |
| | Disease Control | <ul style="list-style-type: none"> Apply copper spray or Bordeaux Mixture for bacterial blight (total 2 sprays in fall). |
| | Other Pests | <ul style="list-style-type: none"> Check for field mice activity and apply bait, if required. |
| | Soil Care | <ul style="list-style-type: none"> Check pH of soil and apply lime or sulfur, if required. Subsoil between rows when soil is dry, if necessary. Install or improve drainage, as required. Mow cover crop, if required. |
| | Weed Control | <ul style="list-style-type: none"> Monitor weeds. Apply herbicides for grass control, according to label directions. |
| | Other | <ul style="list-style-type: none"> Flush irrigation systems and sprayers to protect against winter damage. |
| NOVEMBER / DECEMBER Plants dormant | Plant Care | <ul style="list-style-type: none"> Apply sawdust mulch, if necessary. Order bees for the coming season. |
| | Weed Control | <ul style="list-style-type: none"> Apply Roundup for grass control if not done earlier. |
| | Other Pests | <ul style="list-style-type: none"> Watch for field mice activity and apply bait if needed. |



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Memo

PGL File #: 3587-02.01

DATE: March 30, 2015

TO: Arul Migu Thurkadevi Hindu Society

FROM: Stewart Brown

Re: Agricultural Plan - 8100 No. 5 Road, Richmond, BC

Please find following an addendum to Pottinger Gaherty Environmental Consultants December 2014 Agricultural Plan. Changes have been incorporated in the Arul Migu Thurkadevi Hindu Society's application. Changes are based on feedback provide by the City of Richmond and the City of Richmond Agricultural Advisory Committee and include additional detail on the Soil Salvage and Use and Drainage plan.

Soil Salvage and Use

As indicated in our December 2014 Agricultural Plan, topsoil from the proposed building development area is proposed for salvage and use on the eastern agricultural portion of the property. The surface soil on the proposed assembly use area is poor quality. The underlying organic soils are assumed to be of good quality.

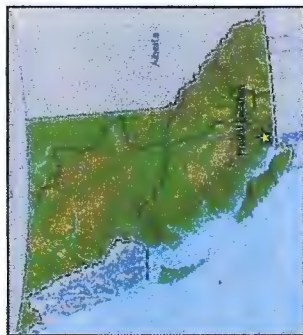
PGL has estimated that up to 1,500m³ of suitable soil will be salvaged form the development area which will be spread uniformly across the agricultural portion of the property to a depth of approximately 0.25m to maintain the existing level grade. If more than 1,500m³ of soil is salvaged it will be spread evenly across the agricultural area.

Drainage

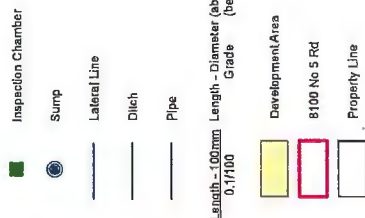
The site drainage plan has been revised since the December 2014 Agricultural Plan to permit discharge of soil water to the municipal storm sewer. Lateral drainage lines (100mm) will now run in a north-south orientation and discharge into a drainage ditch that will run along the south property line before discharging into a sump and into a buried 250mm solid line that will connect to the existing municipal storm sewer. The drainage ditch will also intercept any surface flow originating from the adjacent property to the south.

The previous drainage plan included fitting perforated polyethylene corrugated drain pipes (Big O) with a nylon sock. At the request of the Agricultural Advisory Committee, the nylon sock will no longer be included in our design.

To ensure that the drainage lines do not actively dewater the site, pipes will be positioned above the sites water table and provide approximately 0.20 of freeboard.



Drainage Plan





**City of
Richmond**

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

Address: 8100 No. 5 Road

File No.: RZ 14-667707

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9586, the developer is required to complete the following:

1. The applicant is required to demonstrate to the City that approval from the Agricultural Land Commission (ALC) has been granted in writing for the following terms, as articulated by the ALC Resolution #164/2016:
 - a) Submission, acceptance and implementation of a farm plan that specifically addresses surface and internal drainage on the property; and
 - b) Registration of a restrictive covenant on the agricultural Backlands specifying its use as agricultural and restricting any non-farm related services or uses.
2. An estimated 4.0 m wide road dedication along No. 5 Road along the site frontage to accommodate the cross section established by a road functional plan to the satisfaction of the Director of Transportation.
3. The applicant is required to submit a parking study and register a legal agreement on title to ensure that end-of-trip cycling facilities (e.g., lockers, showers and changing rooms) are provided to the satisfaction of the Director of Transportation.
4. Registration of a legal agreement on title that prohibits issuance of a Building Permit until a statutory right-of-way to secure a north/south farm access road is registered on the site, or an alternative agreement that complies with the City's Backlands Policy in place at the time of the issuance of the Building Permit. Conditions for the farm access road may include:
 - Permission to use the farm access road statutory right-of-way is to be granted to the City and its designates.
 - A structure(s) to control access is permitted.
 - The farm access road must be designed and constructed for farm use only and is intended to facilitate only the movement of farm vehicles and machinery to fields.
 - The statutory right-of-way for the farm access road is a minimum of 4 m wide.
 - The farm access road location and driving surface is to be determined by a certified professional registered with the B.C. Institute of Agrologists, subject to review and approval of the City's Transportation staff. Design details are to be presented as an addendum to the Farm Plan and an associated bond is to be determined and secured.
 - A functional farm road base is to be determined by a certified professional registered with the B.C. Institute of Agrologists. If identified as necessary, drainage is required to be provided. Works are subject to review and approval by the City's Engineering staff.
 - Construction and maintenance of the farm access road and statutory right-of-way is the responsibility of the property owner.
 - Proposed road design and fill materials must be reviewed and approved by the City's Engineering and Transportation Department staff. Suitable material includes sod, gravel and crushed limestone. Blacktop, asphalt, hog fuel and ground-up asphalt is not permitted.
 - Placement of the farm access road should consider designated Riparian Management Areas related to riparian setbacks.
5. Registration of a flood plain covenant on title identifying a minimum habitable elevation of 2.9 m GSC.

6. Receipt of a Letter of Credit (LOC) or bond for implementation of the farm plan in the amount of \$59,925.00.
7. Processing of an Environmentally Sensitive Area Development Permit to the satisfaction of the Director of Development.
8. Enter into a Servicing Agreement* for the design and construction of the following works, which include but may not be limited to:

Storm Sewer:

At the Developer's cost, the City will:

- Cut and cap the existing storm connections at IC (3 locations – north, south and middle of frontage), and leave one connection off the middle IC for site service.
- No upgrade is required to the existing storm sewer.

Water Works:

- Using the OCP Model, there is 497 L/s of water available at a 20 psi residual at the No. 5 Rd frontage. Based on the proposed development, the site requires a minimum fire flow of 250 L/s. Once the building design is confirmed at the Building Permit stage, the Developer must submit fire flow calculations signed and sealed by a professional engineer based on the Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) to confirm that there is adequate available flow.
- No upgrade is required to the existing water main.
- City to disconnect the existing 20mm water connection, and install a new water connection complete with meter box at the new PL. Size of the new connection to be confirmed by the developer.

Sanitary works:

- At the Developer's cost, extend the existing 200mm diameter sanitary sewer approximately 34m north from the existing MH at 8140 No. 5 Rd to the property frontage, and install a new IC and service connection at the new PL. Details to be finalized in Servicing Agreement designs.

Frontage Improvements:

- Provide road dedication and other frontage improvements as per Transportation's requirements.

General Items:

- 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.
- The Developer is required to coordinate with BC Hydro, if required, to relocate the existing BC Hydro poles along the proposed site's No 5 Road frontage as they may conflict with the new sidewalk. Alterations and relocation of any private utilities will be at the developer's cost.

Prior to a Development Permit* being forwarded to the Development Permit Panel for consideration, the developer is required to:

1. Provide confirmation by a registered professional of the existing vegetation and determine appropriate mitigation and compensation measures for impacts on the Environmentally Sensitive Area; detailed landscape plans; details of the landscape buffer between the proposed non-farm use and farm use and secure a legal agreement to be registered on title that identifies that the on-site

agricultural landscape buffer to be implemented; and details of a tree retention plan and determine appropriate replacement planting.

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.
4. 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.

Note:

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

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

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.
- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

Signed original on file

Date



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9586 (RZ 2014-667707)
8100 No. 5 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 for the westerly 110 m from No. 5 Road of the following area and by designating it **"ASSEMBLY (ASY)"**:

P.I.D. 003-413-110

Lot 2 Except: The South 115 Feet; Block "A" of Section 19, Block 4 North, Range 5 West, New Westminster District Plan 4090.

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9586"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

| |
|-------|
| _____ |
| _____ |
| _____ |
| _____ |
| _____ |
| _____ |



MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee Fast Track Application Planning and Development Division

To: Planning Committee
From: Wayne Craig
Director, Development

Date: September 28, 2016
File: RZ 16-735240

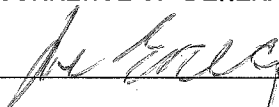
Re: Application by Trivia Homes Ltd. for Rezoning at 9771 Seality Place from Single Detached (RS1/E) to Single Detached (RS2/B)

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9621, for the rezoning of 9771 Seality Place from "Single Detached (RS1/E)" to "Single Detached (RS2/B)", be introduced and given first reading.


Wayne Craig
Director, Development

WC:ds
Att. 6

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

Staff Report

| Item | Details | | |
|--------------------------------------|--|-----------|-----|
| Applicant | Trivia Homes Ltd. | | |
| Location | 9771 Seallily Place (Attachment 1) | | |
| Zoning | Existing: Single Detached (RS1/E) | | |
| | Proposed: Single Detached (RS2/B) (Attachment 2) | | |
| Development Data Sheet | Attachment 3 | | |
| OCP Designation | Neighbourhood Residential | Complies: | Yes |
| Lot Size Policy | 5049 (Attachment 4) | Complies: | Yes |
| Affordable Housing Strategy Response | Secondary suites on two (2) of the two (2) lots proposed. | Complies: | Yes |
| Surrounding Development | North, south, east, west: Single-family dwellings on lots zoned "Single Detached (RS1/E)". | | |
| Rezoning Considerations | Attachment 6 | | |

Single-Family Lot Size Policy 5409/Zoning Bylaw 8500

The subject property is located within the area governed by Single-Family Lot Size Policy 5409 (adopted by Council on April 10, 1989 and last amended in 2013) (Attachment 4). The Lot Size Policy permits the property to be rezoned and subdivided in accordance with the provisions of the "Single Detached (RS1/B)" zone. The proposed rezoning and subdivision would comply with the requirements of the "Single Detached (RS2/B)" zone and Lot Size Policy 5409.

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 1st reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment. Public notification for the Public Hearing will be provided as per the Local Government Act.

Analysis

Trivia Homes Ltd. has applied to the City of Richmond for permission to rezone the property at 9771 Seallily Place from the "Single Detached (RS1/E)" zone to the "Single Detached (RS2/B)" zone, to permit the property to be subdivided to create two (2) lots, with vehicle access from Seallily Place (Attachment 1). The site is currently occupied by a single-family dwelling, which

will be demolished. A site survey showing the proposed subdivision plan is included in Attachment 2.

Existing Legal Encumbrances

There is an existing statutory right-of-way (SRW) registered on Title for utilities in the southwest corner of the subject property; which will not be impacted by the proposed development. The applicant is aware that encroachment into the SRW is not permitted.

Site Access

Vehicle access to the proposed lots is to be from Sealily Place via a single shared driveway letdown.

Tree Retention and Replacement

A Certified Arborist's Report was submitted by the applicant, which identifies tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The report assesses eight (8) bylaw-sized trees located on the subject site and three (3) trees located on neighbouring properties.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report, conducted on-site visual tree assessment, and concurs with the Arborist's recommendations to:

- Retain and protect two (2) trees (tag# 88 & 92) located on the subject property due to good condition (34, 36 cm dbh).
- Retain and protect three (3) trees (tag# OS1, OS2 & OS3) located on neighbouring properties (54, 21, 100 cm dbh).
- Remove three (3) trees (tag# 89, 90, 91) located in the rear yard and within the future statutory right-of-way (30, 41, 30 cm dbh). The Engineering Department has confirmed the trees will need to be removed due to required sanitary sewer works for the proposed lots.
- Remove three (3) trees (tag# 85, 86 & 87) located on the subject property due to either being dead, dying (sparse canopy foliage), previously topped, or exhibiting structural defects such as cavities and co-dominant stems with inclusions (47, 64, 83 cm dbh).

Tree Protection

The proposed Tree Management Diagram is shown in Attachment 5; which outlines the protection of the two (2) trees onsite and three (3) trees on neighbouring properties.

To ensure the protection of the five (5) trees (tag# 88, 92 OS1, OS2 & OS3), the applicant is required to complete the following:

- Prior to final adoption of the rezoning bylaw, submission of a contract with a Certified Arborist for supervision of all works conducted within 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.

- Submission of a Tree Survival Security to the City in the amount of \$20,000 for the two (2) on-site trees to be retained.
- Prior to the demolition of the existing dwelling on the subject site, the applicant is required to install 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 works are completed.

Tree Replacement

For the removal of the six (6) trees on-site, the OCP tree replacement ratio goal of 2:1 requires 12 replacement trees to be planted and maintained on the proposed lots. The applicant has proposed to plant and maintain seven (7) replacement trees onsite, five (5) replacement trees on proposed Lot A, in addition to the one (1) tree to be retained and protected, and two (2) replacement trees on proposed Lot B, in addition to the one (1) tree to be retained and protected.

As per Tree Protection Bylaw No. 8057, based on the sizes of the on-site trees being removed (30-83 cm dbh), replacement trees shall be the following minimum sizes:

| No. of Replacement Trees | Minimum Caliper of Deciduous Replacement Tree | or | Minimum Height of Coniferous Replacement Tree |
|--------------------------|---|----|---|
| 3 | 9 cm | | 5 m |
| 4 | 11 cm | | 6 m |

To ensure that seven (7) replacement trees are planted on-site at development stage, the applicant is required to submit a Landscaping Security in the amount of \$3,500 (\$500/tree) prior to final adoption of the rezoning bylaw. Securities will not be released until a landscaping inspection has been passed by City staff after construction and landscaping has been completed. The City may retain a portion of the security for a one (1) year maintenance period from the date of the landscape inspection.

The applicant is also required to submit a cash-in-lieu contribution in the amount of \$2,500 (\$500/tree) to the City's Tree Compensation Fund for the balance of required replacement trees not planted on the proposed lots (five (5) trees).

Affordable Housing Strategy

The City's current Affordable Housing Strategy (adopted by Council September 14, 2015) for single-family rezoning applications requires a secondary suite on 100% of new lots, or a secondary suite on 50% of new lots plus a cash-in-lieu contribution of \$2.00/ft² of total buildable area towards the City's Affordable Housing Reserve Fund for the remaining 50% of new lots, or a 100% cash-in-lieu contribution if no secondary suites are provided.

The applicant proposes to provide a legal secondary suite on both of the two (2) lots proposed at the subject site. To ensure that the secondary suites are built to the satisfaction of the City in accordance with the City's Affordable Housing Strategy, the applicant is required to enter into a legal agreement registered on Title, 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 Richmond Zoning Bylaw 8500. Registration of this legal agreement is required prior to final adoption of the rezoning bylaw.

Site Servicing and Frontage Improvements

Prior to final adoption of the rezoning bylaw, the applicant must provide a new 3.0 m wide utility statutory right-of-way along the south property line of proposed Lot B and a portion of proposed Lot A for sanitary sewer. The applicant is aware that encroachment into the statutory right-of-way is not permitted.

At future subdivision and building permit stage, the applicant is required to complete the following:

- Frontage improvements including, but not limited to, construction of a shared driveway letdown and sidewalk panel replacement at developer's cost.
- Payment of current year's taxes, Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, Address Assignment Fees, and the costs associated with the completion of the required servicing works and frontage improvements as described in Attachment 6.

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 9771 Sealily Place from "Single Detached (RS1/E)" to "Single Detached (RS2/B)", to permit the property to be subdivided to create two (2) lots.

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).

September 28, 2016

- 6 -

RZ 16-735240
Fast Track Application

On this basis, it is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9621 be introduced and given first reading.

A handwritten signature in black ink, consisting of a stylized 'S' followed by a horizontal line.

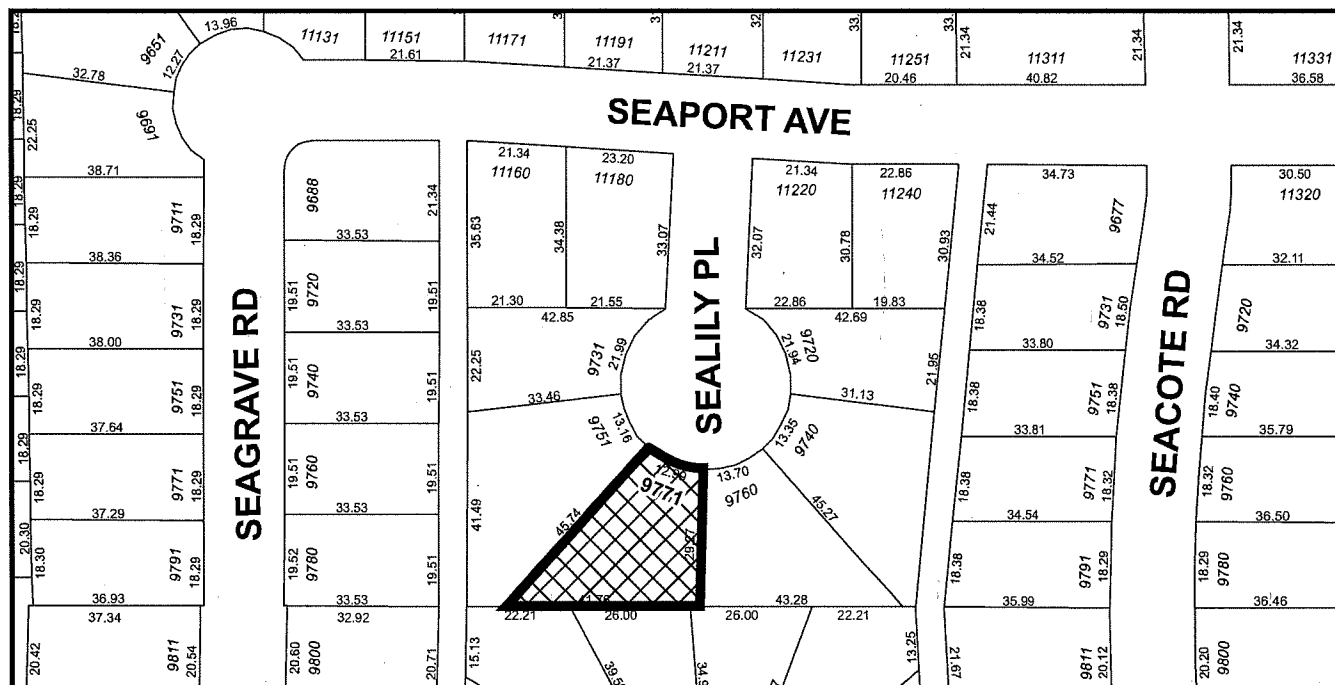
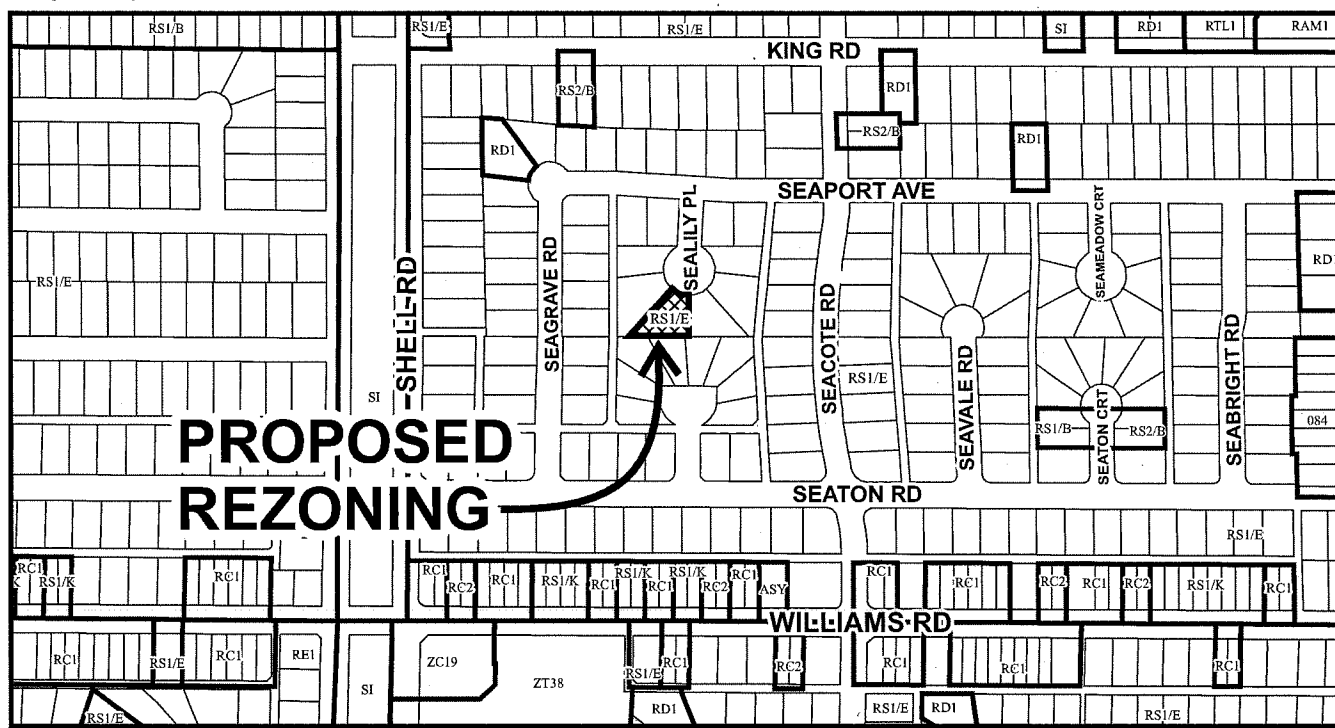
Steven De Sousa
Planning Technician - Design

SDS:rg

- Attachment 1: Location Map
- Attachment 2: Conceptual Development Plans
- Attachment 3: Development Application Data Sheet
- Attachment 4: Single-Family Lot Size Policy 5409
- Attachment 5: Tree Management Plan
- Attachment 6: Rezoning Considerations



City of
Richmond



RZ 16-735240

Original Date: 07/08/16

Revision Date:

Note: Dimensions are in METRES

CNCL - 325



City of
Richmond



RZ 16-735240

Original Date: 07/08/16

Revision Date:

Note: Dimensions are in METRES

CNCL - 326

TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION OF LOT 296 SECTION 25 BLK 4 N. RGE 6 W N.W.D. PLAN 42425

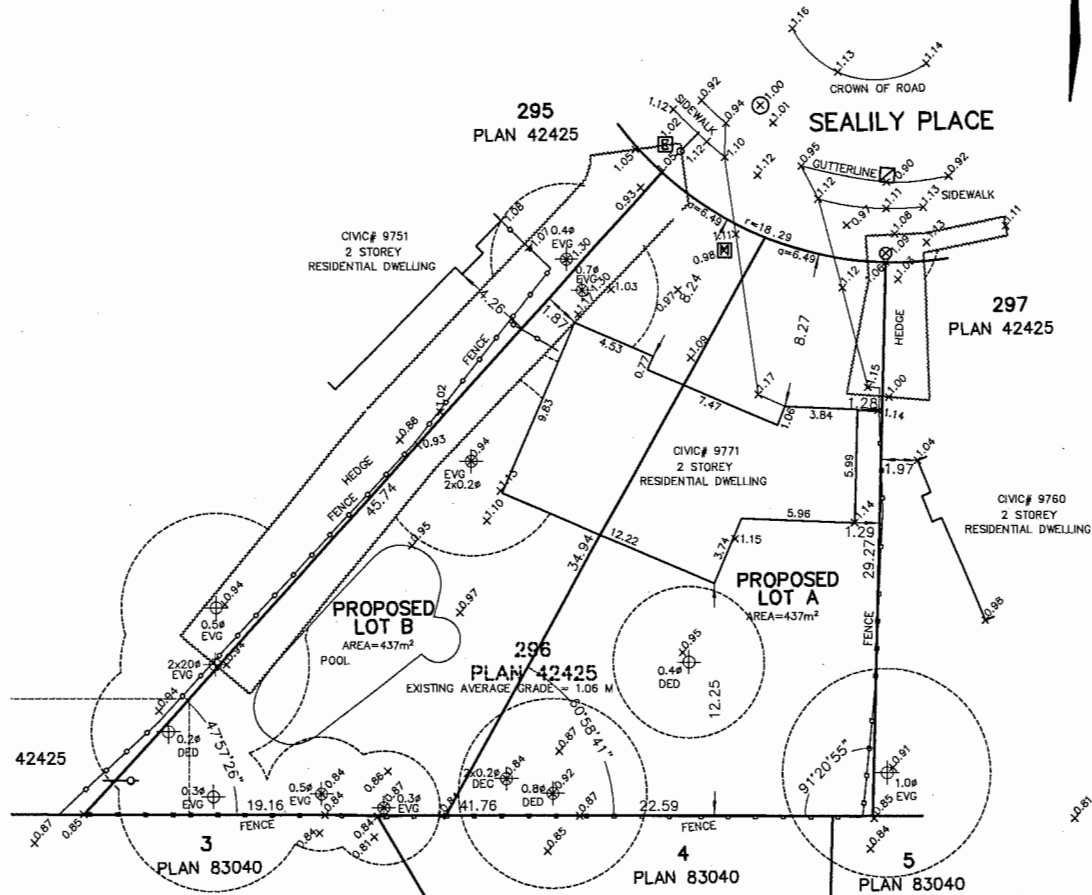
SCALE 1 : 250



ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF

CIVIC ADDRESS:

9771 SEALILY PLACE., Richmond, B.C.

**LEGEND:**

- GROUND ELEVATION
- TREE WITH DRIPLINE (TIED AT POINT OF ENTRY INTO THE GROUND)
- LEGAL IRON PIN
- FENCE
- MANHOLE
- EVERGREEN
- DECIDUOUS
- CATCH BASIN
- INSPECTION CHAMBER
- LAWN DRAIN
- UTILITY METER
- ELECTRIC MANHOLE

PROPERTY LINE DIMENSIONS BASED ON FIELD SURVEY.

PID: 004-918-355

Elevations are Geodetic (CVD28 GVRD-2012 - IN METERS)
Derived from HPN#204 Control Monument 02H2452
located in grassy area at southwest corner
of No.3 road and Steveston highway. Elevation = 1.559m.

CERTIFIED CORRECT ACCORDING TO FIELD
SURVEY THIS 16TH DAY OF JUNE, 2016.

RICHARD S FU B.C.L.S.



3817 McKay PLACE
RICHMOND BC V6X 3R6
TEL: 604-313-2883
FAX: 1606-004

THIS PLAN WAS PREPARED FOR MUNICIPAL PURPOSE AND IS FOR THE EXCLUSIVE USE OF OUR CLIENT. THIS DOCUMENT 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. THE SIGNATORY ACCEPTS NO RESPONSIBILITY OR LIABILITY FOR ANY DAMAGES THAT MAY BE SUFFERED BY ANY PARTY AS A RESULT OF ANY DECISIONS MADE, OR ACTIONS TAKEN BASED ON THIS DOCUMENT.

CNCL - 327



City of Richmond

Development Application Data Sheet Fast Track Application Development Applications Department

RZ 16-735240

Attachment 3

Address: 9771 Sealily Place

Applicant: Trivia Homes Ltd.

Planning Area(s): Shellmont

| | Existing | Proposed |
|------------------------------|---|--|
| Owner: | J. Simmonds & L. Cunningham | To be determined |
| Site Size: | 874 m ² (9,406 ft ²) | Lot A: 437 m ² (4,703 ft ²) Lot B: 437 m ² (4,703 ft ²) |
| Land Uses: | Single-family residential | No change |
| OCP Designation: | Neighbourhood Residential | Complies |
| Lot Size Policy Designation: | Single Detached (RS2/B) | Complies |
| Zoning: | Single Detached (RS1/E) | Single Detached (RS2/B) |
| Number of Units: | 1 | 2 |

| On Future Subdivided Lots | Bylaw Requirement | Proposed | | Variance |
|---------------------------|--|--|--------------------------------------|----------------|
| Floor Area Ratio: | Max. 0.55 for 464.5 m ² of Lot Area + 0.3 for remainder | Max. 0.55 for 464.5 m ² of Lot Area + 0.3 for remainder | | None permitted |
| Buildable Floor Area:* | Lot A: Max. 240 m ² (2,587 ft ²) Lot B: Max. 240 m ² (2,587 ft ²) | Lot A: Max. 240 m ² (2,587 ft ²) Lot B: Max. 240 m ² (2,587 ft ²) | | None permitted |
| Lot Coverage: | Building: Max. 45% Non-porous: Max. 70% Landscaping: Max. 25% | Building: Max. 45% Non-porous: Max. 70% Landscaping: Max. 25% | | None |
| Lot Size: | Min. 360 m ² (3,875 ft ²) | Lot A: 437 m ² (4,703 ft ²) Lot B: 437 m ² (4,703 ft ²) | | None |
| Lot Dimensions: | Width: Min. 12 m Depth: Min. 24 m | Lot A: Width: 14 m Depth: 32 m | Lot B: Width: 12 m Depth: 40 m | None |
| Setbacks: | Front: Min. 6 m Rear: Min. 6 m Interior Side: Min. 1.2 m | Front: Min. 6 m Rear: Min. 6 m Interior Side: Min. 1.2 m | | None |
| Height: | Max. 2 ½ storeys | Max. 2 ½ storeys | | None |

Other: Tree replacement compensation required for loss of significant trees.

* Preliminary estimate; not inclusive of garage; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.

**City of Richmond****Policy Manual**

Page 1 of 2

Adopted by Council: April 10, 1989
Amended by Council: October 16, 1995
Amended by Council: July 16, 2001*
Amended by Council: October 21, 2013

POLICY 5409

File Ref: 4045-00

SINGLE-FAMILY LOT SIZE POLICY IN QUARTER-SECTION 25-4-6**POLICY 5409:**

The following policy establishes lot sizes for the area generally bounded by **Shell Road, King Road, No. 5 Road and properties fronting onto Seaton Road**, in a portion of Section 25-4-6:

1. That properties within the area be permitted to rezone and subdivide in accordance with the provisions of Single Detached (RS2/E) in Richmond Zoning Bylaw 8500, with the following exceptions:
 - (a) properties with existing duplexes identified on the accompanying plan may be rezoned and subdivided into a maximum of two lots;
 - (b) properties with frontage on No. 5 Road may be rezoned and subdivided as per Single Detached (RS2/C); and
 - (c) properties shown as "cross-hatched" on the accompanying plan may be rezoned and subdivided as per Single Detached (RS2/B).

This policy, as shown on the accompanying plan, is to be used to determine the disposition of future single-family rezoning applications in this area for a period of not less than five years, unless changed by the amending procedures contained in Richmond Zoning Bylaw 8500.

* Original Adoption Date In Effect



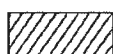
SUBJECT PROPERTY



Rezoning and Subdivision
permitted as per RS2/C



Rezoning and Subdivision
permitted as per RS2/E



Duplexes eligible to be rezoned
and subdivided into two lots.



Rezoning and subdivision
permitted as per RS2/B

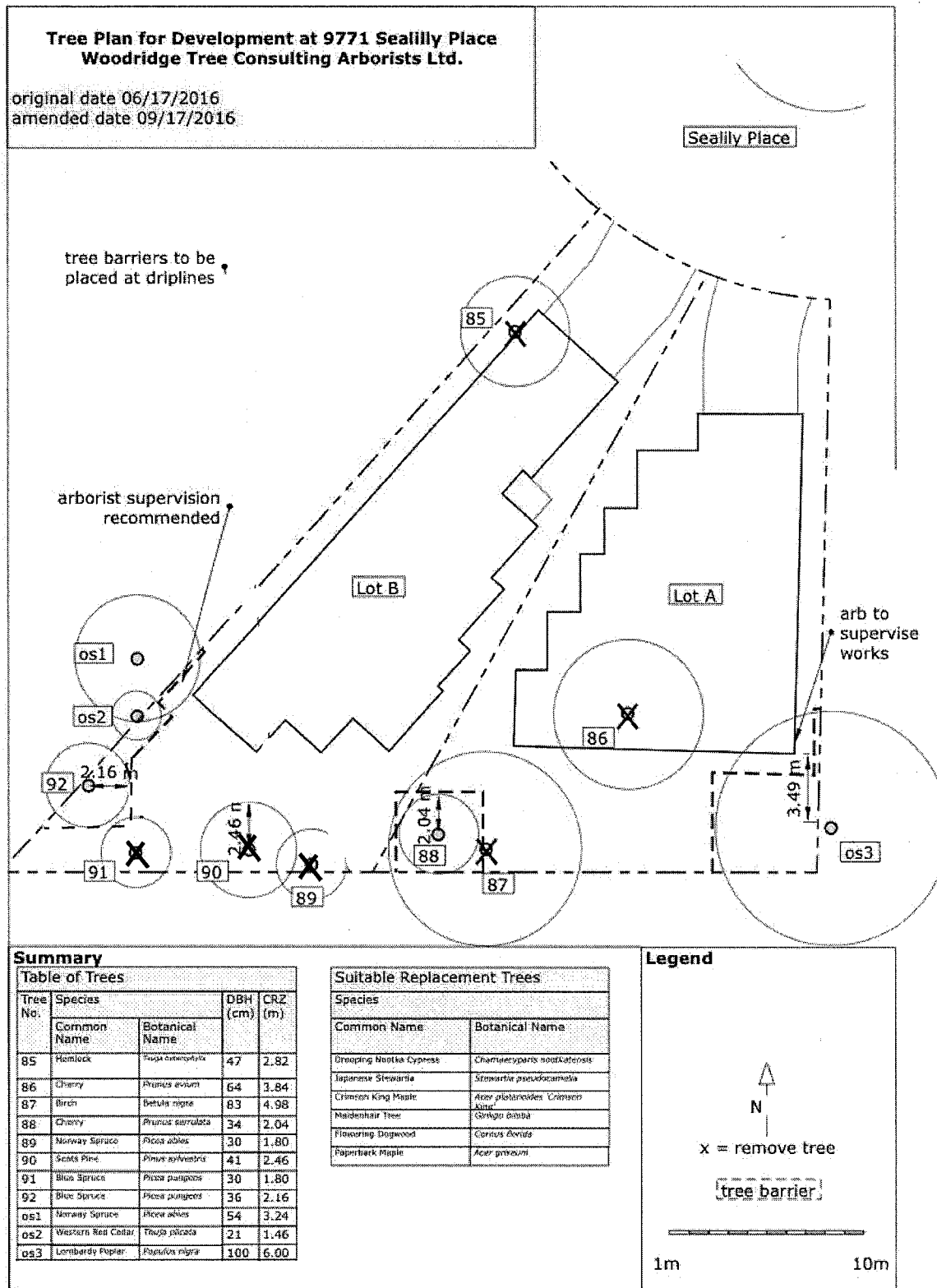


Policy 5409 Section 25,4-6

Adopted Date: 04/10/89

Amended Date: 07/16/01

Amended Date: 10/21/13



Arborist report for 9771 Seallily Place, September 2016
Woodridge Tree Consulting Arborists Ltd.

CNCL - 331



Address: 9771 Seality Place

File No.: RZ 16-735240

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9621, the developer is required to complete the following:

1. Submission of a Landscaping Security in the amount of \$3,500 (\$500/tree) to ensure that a total of seven (7) replacement trees are planted and maintained on the proposed lots with the following minimum sizes:

| No. of Replacement Trees | Minimum Caliper of Deciduous Replacement Tree | or | Minimum Height of Coniferous Replacement Tree |
|--------------------------|---|----|---|
| 3 | 9 cm | | 5 m |
| 4 | 11 cm | | 6 m |

The security will not be released until an acceptable impact assessment report by a Certified Arborist is submitted and a landscaping inspection is passed by City staff. The City may retain a portion of the security for a one-year maintenance period.

If required replacement trees cannot be accommodated on-site, a cash-in-lieu contribution in the amount of \$500/tree to the City's Tree Compensation Fund for off-site planting is required.

- City acceptance of the developer's offer to voluntarily contribute \$2,500 to the City's Tree Compensation Fund for the planting of replacement trees within the City.
- 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.
- Submission of a Tree Survival Security to the City in the amount of \$20,000 for the two (2) on-site trees to be retained.
- The registration of a 6 m wide statutory right-of-way along the south property line of proposed Lot B and a portion of proposed Lot A for sanitary sewer, extending 2.0 m east from the edge of the new manhole (approximately 24 m).
- Registration of a flood indemnity covenant on title.
- Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on two (2) of the two (2) future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.

At Demolition Permit* stage, the developer is required to complete the following:

- 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 must remain in place until construction and landscaping on-site is completed.

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

- Payment of current year's taxes, Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, Address Assignment Fees, and the costs associated with the completion of the required servicing works and frontage improvements.
- The following servicing works and off-site improvements may be completed through either a) a Servicing Agreement* entered into by the applicant to design and construct the works to the satisfaction of the Director of Engineering; or b) a cash contribution (based on the City's cost estimate for the works) for the City to undertake the works at development stage:

Water Works:

- Using the OCP Model, there is 98 L/s of water available at a 20 psi residual at the Sealily Pl frontage. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.
- The Developer is required to:
 - Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage Building designs.
- At Developer's cost, the City is to:
 - Install 2 new water service connections complete with meter and meter box off of the existing 150mm AC watermain on Sealily Pl.
 - Cut and cap at main, the existing water service connection.

Storm Sewer Works:

- At Developer's cost, the City is to:
 - Install a new storm service connection complete with inspection chamber and dual service leads at the adjoining property line of the two newly subdivided lots.
 - Cut and cap the existing storm service lead at the northeast corner of the subject site.

Sanitary Sewer Works:

- The Developer is required to:
 - Install approximately 30m of sanitary sewer along the south property line of 9751 & 9771 Sealily Pl complete with tie-in to the existing manhole SMH390. Terminate sewer with a new manhole and dual service leads off of the manhole.
 - Provide additional utility SRW along the south property line for the proposed sanitary sewer.
- At Developer's cost, the City is to:
 - Perform all tie-ins of proposed works to existing City infrastructure.
 - Cut, cap and remove the existing sanitary service connection and inspection chamber at the southwest corner of the subject site.

Frontage Improvements:

- The Developer is required to:
 - Coordinate with BC Hydro, Telus and 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.
 - Complete other frontage improvements as per Transportation's requirements
- The Developer is required to construct frontage improvements, which include, but are not limited to, the following:
 - Shared driveway letdown and sidewalk panel replacement at developer's cost

General Items:

- a. The Developer is required to:
 - Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, dewatering, 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.
3. If applicable, submissions of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
4. 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 original on file]

Signed

Date



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9621 (RZ 16-735240)
9771 Sealily Place**

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. 004-918-355

Lot 296 Section 25 Block 4 North Range 6 West New Westminster District Plan 42425

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9621"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

MAYOR

CORPORATE OFFICER

| |
|--|
| CITY OF RICHMOND |
| APPROVED by <i>BK</i> |
| APPROVED by Director or Solicitor <i>al</i> |



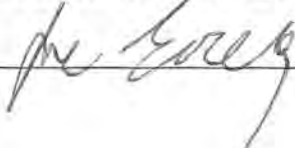

| | | | |
|--------------|---|--------------|----------------------------------|
| To: | General Purposes Committee | Date: | September 28, 2016 |
| From: | Victor Wei, P. Eng. Director, Transportation | File: | 01-0150-20- THIG1/2016-Vol 01 |
| Re: | George Massey Tunnel Replacement Project – Key Highway Infrastructure Features | | |

Staff Recommendation

1. That a letter be sent to the Ministry of Transportation and Infrastructure requesting that:
 - (a) measures be incorporated into the design of the Steveston Highway Interchange ramps to mitigate the noise, lighting and visual impacts of the ramps such as the installation of a green wall/vertical garden or other decorative concrete forms on the vertical walls;
 - (b) principles to ensure the security of transit passengers (i.e., Crime Prevention Through Environmental Design) and mitigation measures to address the noise, visual and air quality impacts be incorporated into the design of the transit exchange located within the Steveston Highway Interchange; and
 - (c) the design for the widening of Highway 99 near the Steveston Highway Interchange be re-examined with a view to minimizing the extent of widening while not comprising safety and its functions;
2. That a follow-up letter be sent to the Provincial Agricultural Land Commission reiterating the City's concerns regarding the Ministry's application for Transportation, Utility and Recreational Trail Use along the Highway 99 corridor to allow for the widening of Highway 99 as part of the Project; and
3. That the report titled "George Massey Tunnel Replacement Project – Highway Infrastructure Features" dated September 28, 2016 be forwarded to the British Columbia Environmental Assessment Office for consideration as part of the City's second round of comments further to the initial 30-day Working Group review period on the Provincial Environmental Assessment Application for the George Massey Tunnel Replacement Project.

Victor Wei, P. Eng.
Director, Transportation
(604-276-4131)

Att. 9

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

Staff Report

Origin

At the September 13, 2016 public open house in the City of Richmond as part of the 60-day public comment period (August 3 to October 3, 2016) for the Environmental Assessment Application for the George Massey Tunnel Replacement Project (the Project), new three-dimensional scaled models of elements of the Project between the Steveston Highway Interchange and Highway 17A Interchange were available for viewing. This report provides the key features with respect to the size and scope of the proposed new infrastructure (i.e., bridge, interchanges, overpasses, and BC Hydro transmission towers) in Richmond.

Analysis

Renderings and Three Dimensional Models of Infrastructure Elements

In September 2013, Premier Clark announced that the George Massey Tunnel would be replaced with a new bridge in the same corridor. As part of the announcement, a short video was released depicting what the Project could look like. The video is primarily from the perspective of a motorist and shows a 10-lane cable stay bridge but no details on the interchanges at either end of the bridge (i.e., Steveston Highway and Highway 17A) as this design work had likely not yet progressed.

In December 2015, the Project Definition Report was released that contained conceptual drawings of the Project, which included greater detail of the proposed interchanges (e.g., number of ramps) but in plan view only. Limited information was shown regarding vertical profiles.

Beginning in late June 2016, scaled model displays of the proposed new bridge and the two interchanges at Steveston Highway and Highway 17A have been available for public viewing at the Ministry of Transportation and Infrastructure's (the Ministry) Project office in Ironwood Plaza.¹ The models were also available for viewing at the public open houses held in Delta (August 17 and September 14, 2016) and Richmond (September 13, 2016) as part of the 60-day public comment period for the Environmental Assessment Application for the Project. The models reveal new information in terms of the vertical profiles of the structures and their relation to adjacent existing structures and buildings.

Proposed New Bridge

The key physical features of the proposed new bridge (Attachment 1) include:

- A length of three kilometres, which is 65 percent longer than the Port Mann Bridge and 32 percent longer than the Alex Fraser Bridge.
- 10 vehicle lanes (eight for general traffic plus two dedicated transit/high occupancy vehicle).
- Multi-use path for cyclists and pedestrians on each side of the bridge.

¹ The models were installed for viewing on June 28, 2016 (new bridge), July 15, 2016 (Steveston Highway Interchange) and August 5, 2016 (Highway 17A Interchange).

- Proposed height of the bridge deck is 57 m above the high water mark (similar to Alex Fraser Bridge) based on two ships passing together underneath the bridge (i.e., 200 m wide navigational envelope).
- The deck will be suspended from two towers – one on each side of the Fraser River – that will each be about 210 m high, which is equivalent to a 60-storey building.
- Maximum grade of five percent per national industry standards (confirmed verbally by Project team).

Steveston Highway Interchange

The proposed three-level configuration of the Steveston Highway Interchange was developed by the Project team to minimize its footprint and achieve no net loss of farmlands for the overall Project. Based on verbal communications from the Project team and the model, key features (Attachment 2) include:

- Free-flow ramps for all movements with each ramp being approximately 2.0 m in height and having a maximum grade of five percent (same as the new bridge).
- Minimum vertical clearance of 5.0 m between Highway 99 and the first level of ramp, and between each additional level of ramp.
- The minimum vertical clearance of 5.0 m is slightly higher than the current clearance of 4.5 m for the existing Steveston Highway overpass above Highway 99 in order to meet new national road design standards.
- The highest ramps are proposed for the eastbound-to-northbound and westbound-to-southbound movements.
- The elevation of the highest ramp is anticipated to be 14.0 m (Attachment 3, top photograph).
- The section of Steveston Highway just west of the proposed interchange is at different elevations between the two directions of traffic (eastbound and westbound) with the south portion for eastbound traffic lanes at a higher elevation (Attachment 3, bottom photograph).
- Connections to Rice Mill Road to and from the north.

Compared to a traditional cloverleaf interchange, this design reduces the footprint needed and thus reduces the impact on adjacent farmlands in the immediate vicinity of the interchange. Conversely, the design is likely to have potential noise and visual impacts on adjacent land use, including the Gardens site (comprised of residential and commercial uses as well as a daycare to be in operation in 2017) and the City's Gardens Agricultural Park.

The Gardens development is a three-phase project located at the northeast corner of Steveston Highway and No. 5 Road (see Attachment 4 for site plan) and comprised of:

- Phase 1: Approved in 2011 prior to announcement of the Project, two commercial and residential mixed use buildings facing Steveston Highway that have been constructed and became occupied in July 2014. The heights (as indicated in the Development Permit plans submitted to the City) are 19.0 m for one building and 19.5 m for the other; both buildings are four storeys high.
- Phase 2: Approved in 2013, one commercial and residential mixed use building facing No. 5 Road that is now constructed with occupancy pending. The heights are 17.31 m to the top storey and 18.69 m to the rooftop structures (elevator shaft and mechanical room).

- Phase 3: Approved on June 13, 2016, one apartment building facing Highway 99 and two apartment buildings internal to the site that face the Gardens Agricultural Park. The height of the building facing Highway 99 is 14.9 m (four storeys) while that of the other buildings is 25 m to the top storey (26.9 m to the top of the rooftop structures – mechanical/electrical units) or eight storeys. The approval pre-dates confirmation of the dimensions of the Ministry's property take along the eastern edge of the site for the widening of Highway 99, which did not become known until the Ministry submitted its application to the Provincial Agricultural Land Commission on June 23, 2016. The site design includes measures to address the anticipated widening of Highway 99 (e.g., the location of public open space amenities along the eastern edge of site next to Highway 99 rather than a residential building).

Subsequently, Townline Gardens Inc. submitted a new Development Permit application (DP 16-741981) for Phase 3 in August 2016. Key changes from the Development Permit Application (DP 15-708397) that was approved in June 2016 that would further mitigate impacts of the Project on the development include the reallocation of some of the available density farther away from Highway 99. Staff will continue to work with the applicant to minimize the impacts of the Project including any additional sound attenuation measures that may be appropriate.

Recommendation: Given that the height of the highest ramp of the new Steveston Highway Interchange (14.0 m) would be approximately the same height as the apartment building to be built in Phase 3 facing Highway 99 (14.9 m), staff recommend that the Ministry be requested to apply measures to mitigate the noise, lighting and visual impacts of the ramps on adjacent land uses, especially the residents of the Gardens as well as park users. Such measures could include a "green" treatment similar to the "green walls" installed at the Vancouver International Airport on the front wall of the Canada Line Station and at Guildford Town Centre shopping mall, or other similar visually pleasing effects such as textured/formed surfaces (see Attachment 5 for examples).

Transit Exchange at Steveston Highway Interchange

A transit exchange serviced by regional bus routes operating between Bridgeport Exchange and south of the Fraser River will be located in a widened centre median area of Highway 99 as part of the Steveston Highway Interchange (Attachment 6). Though not shown in the model, the Project team has verbally advised that bus bays for local bus routes (e.g., 403 service to/from Riverport) will be incorporated into the first level of the proposed elevated ramps across Highway 99 while the express buses from south of the Fraser River would stop at the grade level of the main highway lanes.

From these local bus bays, transit passengers would access the at-grade transit exchange within Highway 99 via stairs or elevator. Passengers accessing the transit exchange from beyond the local bus bays (e.g., from Ironwood Plaza or the Gardens) would utilize multi-use pathways to be constructed on either side of the interchange that would tie-in to existing City pedestrian and cycling networks. In order to provide grade separation of the pathways from the vehicle ramps (i.e., so that pedestrian and cyclists do not have to cross a free flow ramp), some pathways may need to incorporate an underpass/tunnel.

The design of the regional transit exchange at-grade within Highway 99 with the local bus bays above would consolidate the existing spatially dispersed bus stops in the vicinity of the Steveston Highway Interchange, which is intended to improve passenger convenience for bus transfers and enhance safety by minimizing the crossing of roadways and ramps. Conversely, as the regional and local bus stops are located within the centre of the interchange surrounded by multiple vehicle lanes and ramps, the transit facilities may be relatively noisy, less visible and more isolated particularly at night, more circuitous to access for passengers coming from beyond the local bus bays, and have reduced air quality due to vehicle emissions.

Recommendation: To maximize the safety, passenger comfort and attractiveness of the transit facilities, staff recommend that the Ministry be requested to incorporate design principles to ensure the security of transit passengers (i.e., Crime Prevention Through Environmental Design) and mitigation measures to address the noise, visual and air quality impacts.

Highway 99 North of Steveston Highway Interchange

Based on the Steveston Highway Interchange model and the Project Definition Report conceptual drawings, the width of the widened Highway 99 and the adjacent on-/off-ramps immediately north of the Steveston Highway Interchange is estimated at over 100 m and thus equivalent to approximately 25 traffic lanes based on a typical highway lane width of 3.7 m (Attachment 2, bottom photograph). This width is proposed to accommodate the Project elements of a 10-lane bridge, a centre median transit exchange, southbound off-ramps to Steveston Highway, northbound on-ramps from Steveston Highway, southbound off-ramp to Rice Mill Road, and northbound on-ramp from Rice Mill Road as well as the associated roadway shoulders and placement of the required roadside barriers.

Recommendation: Staff recommend that the Ministry be requested to re-examine the design for the widening of Highway 99 north of Steveston Highway Interchange with a view to minimizing the extent of widening while not comprising safety nor its intended functions. Staff further recommend that a follow-up letter be sent to the Provincial Agricultural Land Commission reiterating the City's concerns regarding the Ministry's application for Transportation, Utility and Recreational Trail Use along the Highway 99 corridor to allow for the widening of Highway 99 as part of the Project particularly with respect to the impacts to adjacent agricultural land, the City's riparian management areas and environmentally sensitive areas, and the City's Gardens Agricultural Park.

Replacement of Existing Overpasses North of Steveston Highway

The Project includes replacement of the existing overpasses at Blundell Road, Westminster Highway, Cambie Road, and Shell Road. While these locations are not included in the recent project models, based on conceptual drawings included in the Project Definition Report, the new Blundell Road overpass will be located just south of the existing overpass within the existing Ministry right-of-way (Attachment 6). Based on information contained in the Ministry's application to the Agricultural Land Commission, there is no additional property required to accommodate the replacement of the existing overpass (i.e., the property required in the vicinity of Blundell Road is to accommodate the widening of Highway 99 not the new relocated overpass). Based on verbal communications from the Project team, all the new overpasses will

be slightly higher than the existing overpasses in order to accommodate a minimum vertical clearance of 5.0 m versus the current clearance of 4.5 m.

BC Hydro Transmission Line Relocation

On August 12, 2016, the City received a letter from BC Hydro advising that the agency has confirmed an overhead crossing of the Fraser River as the preferred alternative. Key features of the overhead crossing include:

- Two lattice transmission towers each 122 m (equivalent to a 35-storey building) in height placed in line with and approximately 70 m from the proposed new bridge towers (Attachment 8).
- The lowest sag of the transmission line would be 2.0 m above the bottom of the bridge deck based on the current design.
- Installation of four new transmission poles (two each on either side of Steveston Highway) each at a height of 75 m and the removal of two existing poles each at a height of 60 m (both north of Steveston Highway) to accommodate the higher level of the new Steveston Highway Interchange (Attachment 9).
- The new poles will be in a similar alignment to existing poles and within existing Ministry or BC Hydro rights-of-way.

Staff are working with the Ministry and BC Hydro to identify how drainage and diking issues arising from the installation of the new towers and poles will be addressed and will update Council on this topic in a future report.

Financial Impact

None.

Conclusion

The physical size of the major elements of the George Massey Tunnel Replacement Project and the proximity of some of these structures to existing adjacent properties (e.g., residential developments, parks) in Richmond are anticipated to have potential noise, visual and other impacts.

In order to minimize the potential negative impacts from the proposed highway infrastructure on the existing and planned land use in close proximity of this project, staff recommend that a letter be sent to the Ministry of Transportation and Infrastructure requesting mitigation measures, discussed in this report, be incorporated into the design of infrastructure to address these impacts.

Staff also recommend that a follow-up letter be sent to the Provincial Agricultural Land Commission reiterating the City's concerns regarding the Ministry's application for Transportation, Utility and Recreational Trail Use along the Highway 99 corridor to allow for the widening of Highway 99 as part of the Project.



Joan Caravan
Transportation Planner
(604-276-4035)



Donna Chan, P. Eng., PTOE
Manager, Transportation Planning
(604-276-4126)

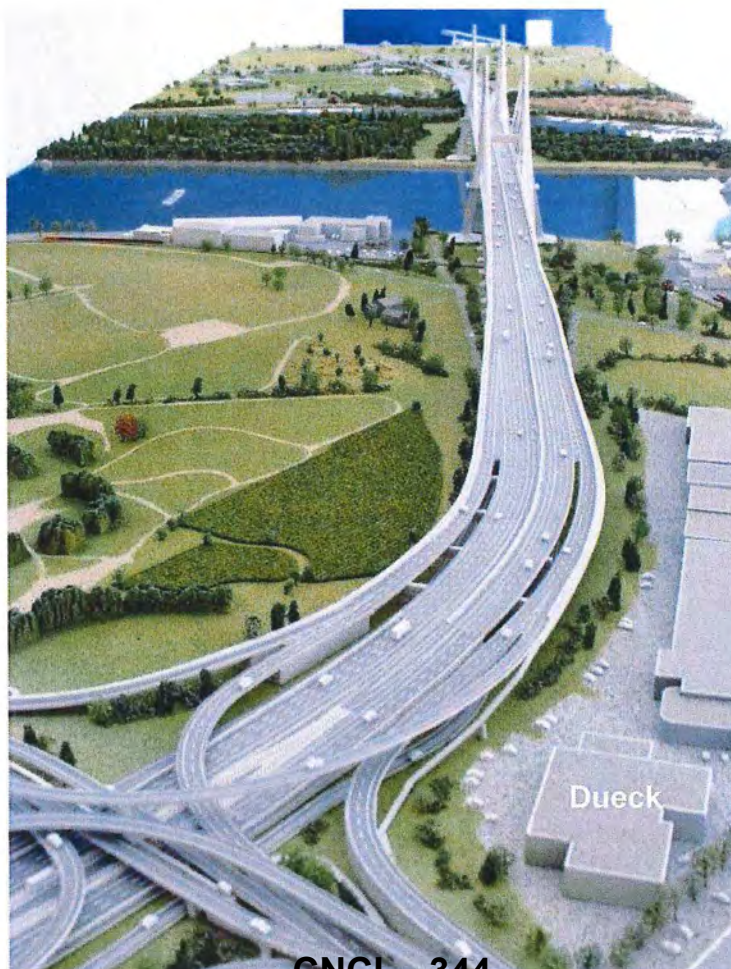
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- Att. 1: Model of New Bridge
- 2: Model of Steveston Highway Interchange
 - 3: Model of Steveston Highway Interchange: Comparison of Height of Highest Ramp and Residential Buildings on Gardens Site and Elevation of Steveston Highway Westbound and Eastbound Lanes West of Interchange
 - 4: Site Plan for the Gardens
 - 5: Local Examples of Green Walls
 - 6: Model of Steveston Highway Interchange: Transit Exchange
 - 7: Blundell Road Overpass
 - 8: BC Hydro Transmission Line Relocation: Location of New Lattice Towers
 - 9: BC Hydro Transmission Line Relocation: Installation of New and Removal of Existing Transmission Poles

Model of New Bridge



Looking from south in Richmond

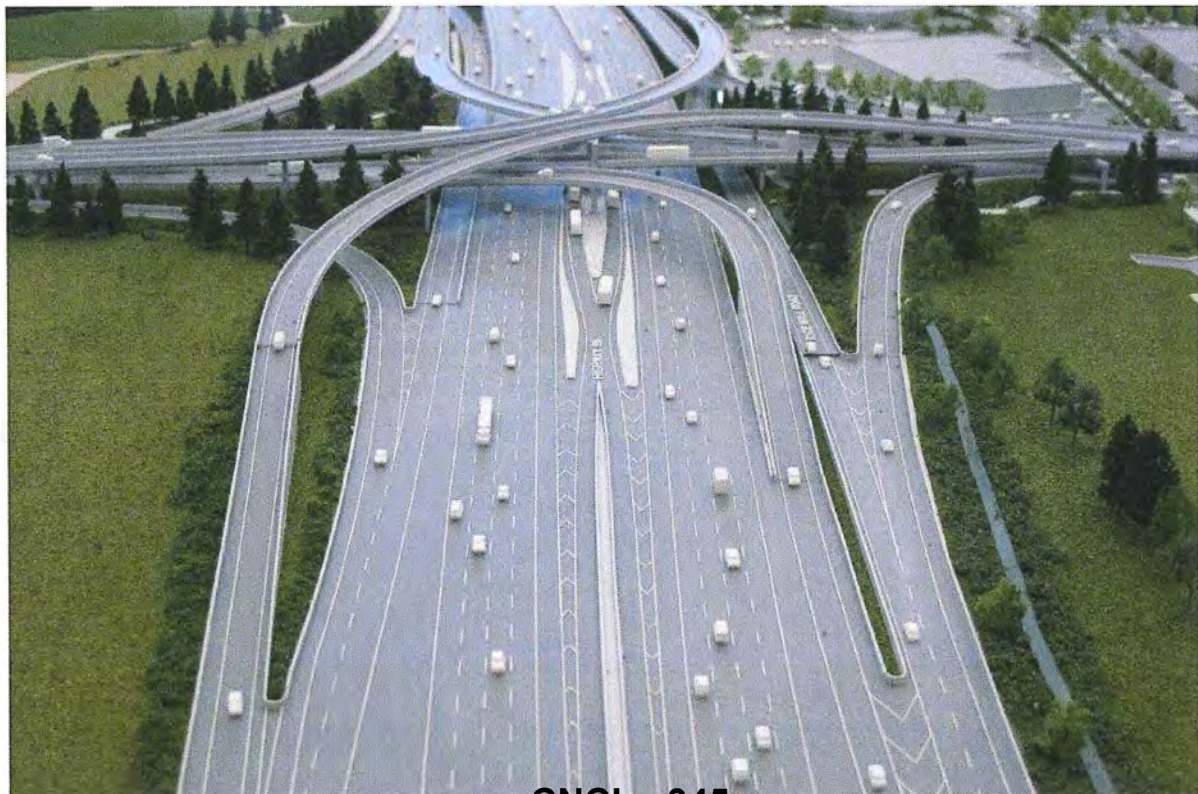


CNCL - 344

Model of Steveston Highway Interchange



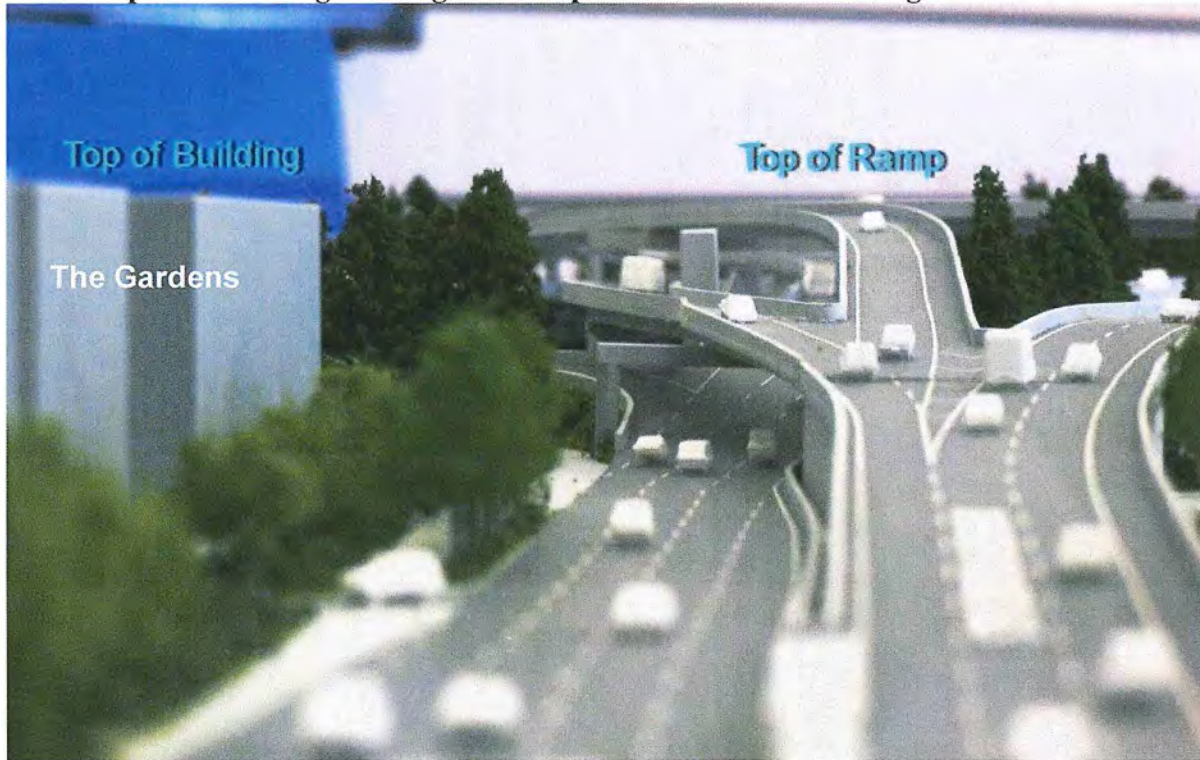
Looking from northwest (Gardens site) to southeast (Country Farms site)



CNCL - 345
Facing south toward Steveston Highway Interchange

Model of Steveston Highway Interchange: Ramp Elevations

Comparison of Height of Highest Ramp and Residential Buildings on Gardens Site



Looking east on Steveston Highway toward Steveston Highway Interchange

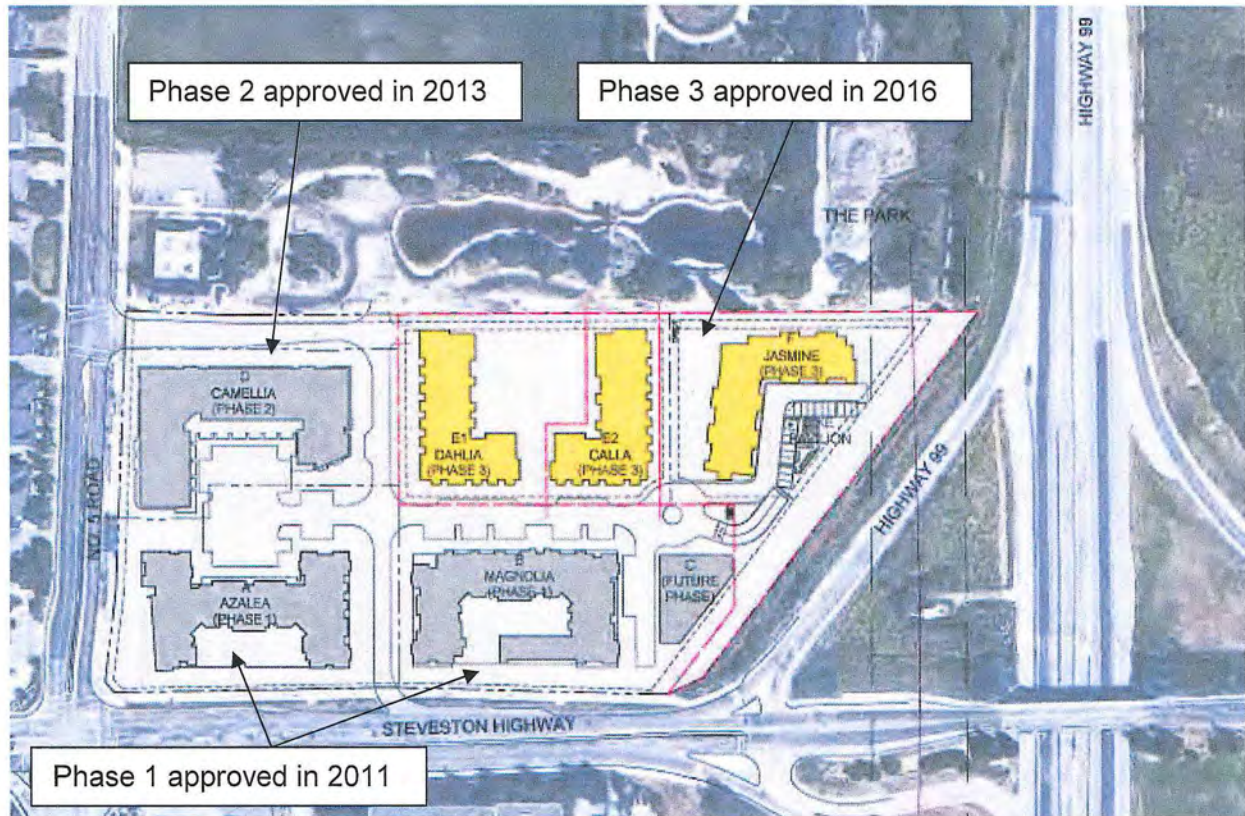
Elevation of Steveston Highway Westbound and Eastbound Lanes West of Interchange



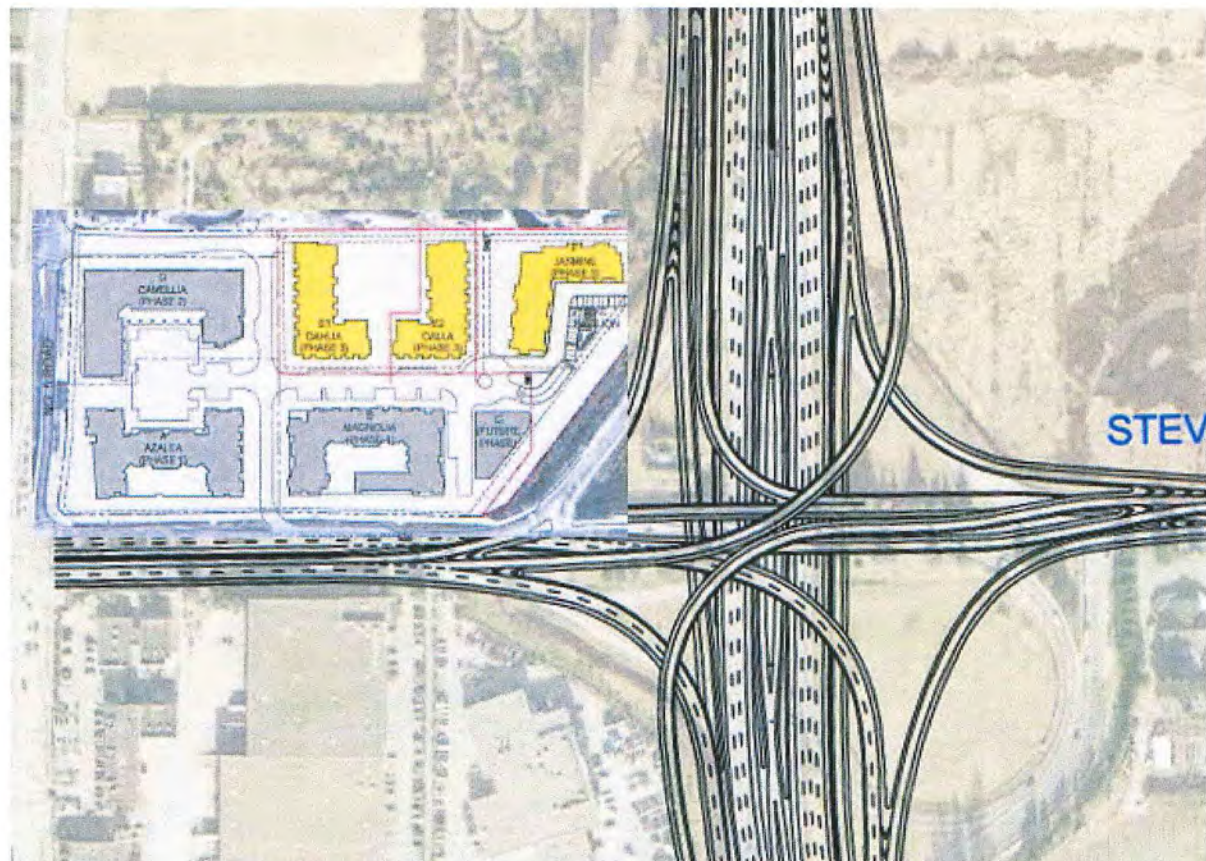
Elevated southern half of Steveston Highway between Highway 99 and No. 5 Road

CNCL - 346

The Gardens: Site Plan for Phases 1 to 3



Gardens Site Plan with Existing Steveston Highway Interchange



Gardens Site Plan with Proposed New Steveston Highway Interchange

Examples of Green Walls and Decorative Concrete



Green Wall at Vancouver International Airport
[Source: Connect Landscape Architecture Inc., Vancouver, BC]

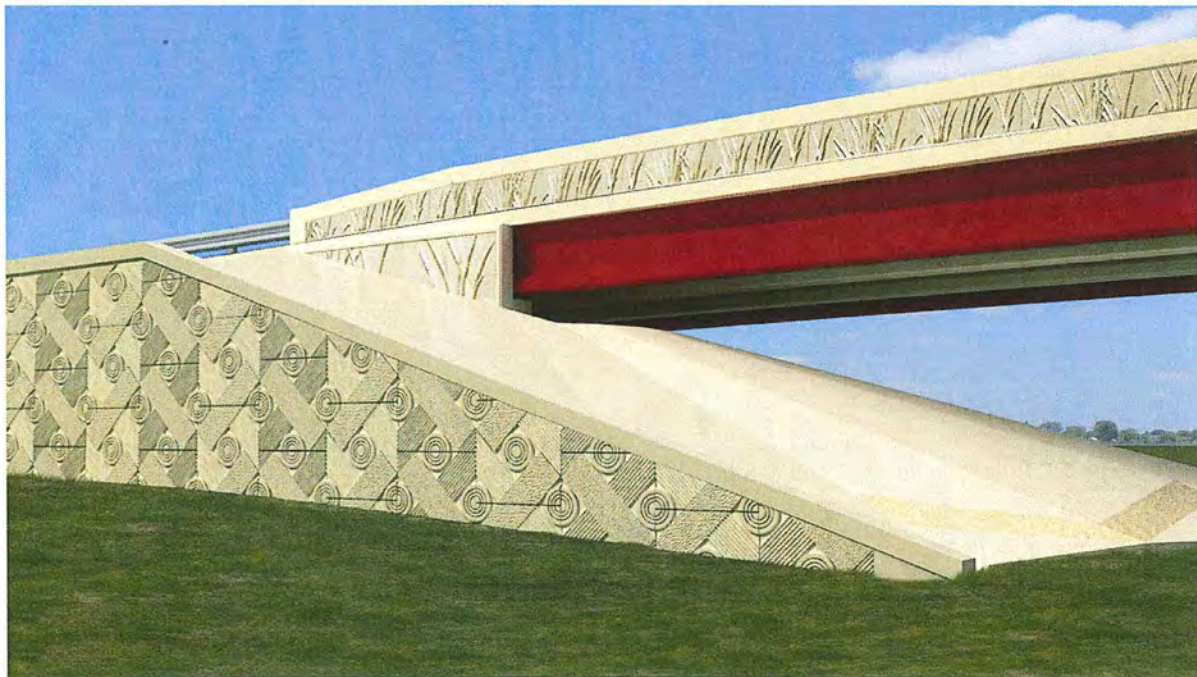


Green Wall at Guildford Town Centre
[Source: Green Over Grey – Living Walls and Design Inc., Vancouver, BC]

Examples of Green Walls and Decorative Concrete

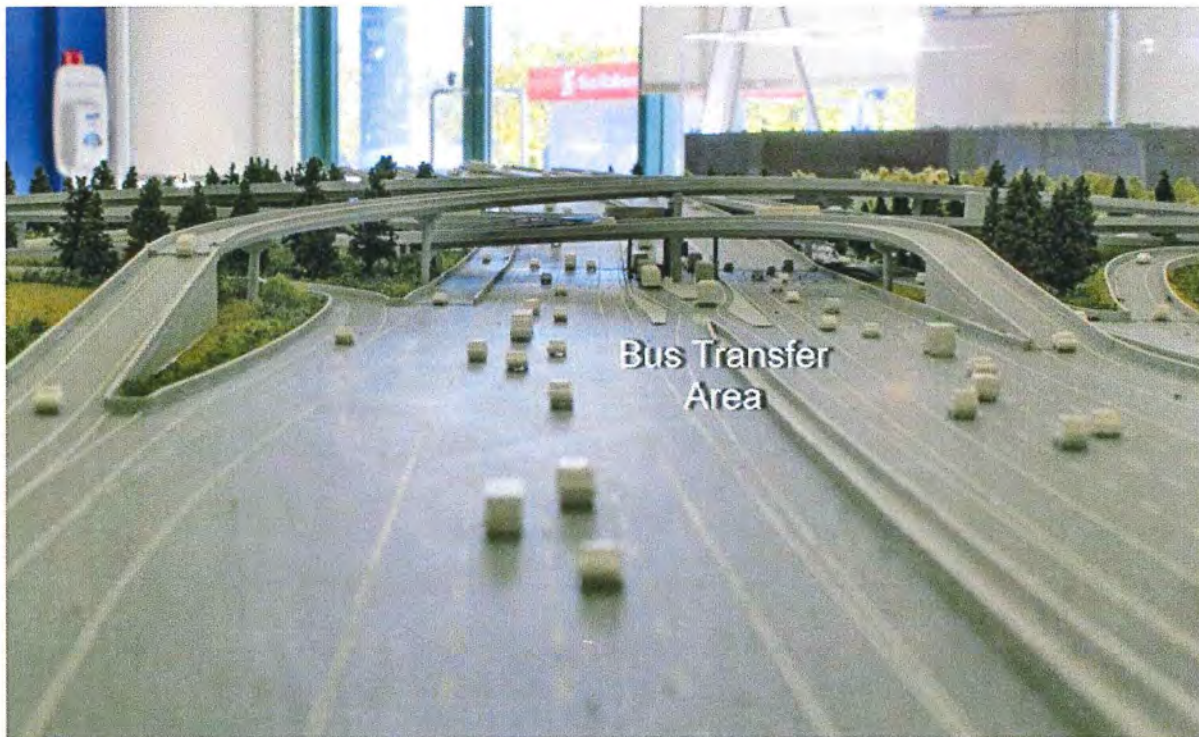


Highway I-35, Norman, OK
[Source: Creative Form Liners Inc., Maryland]



Winstar Boulevard Bridge, Oklahoma
[Source: Creative Form Liners Inc., Maryland]

Model of Steveston Highway Interchange: Transit Exchange



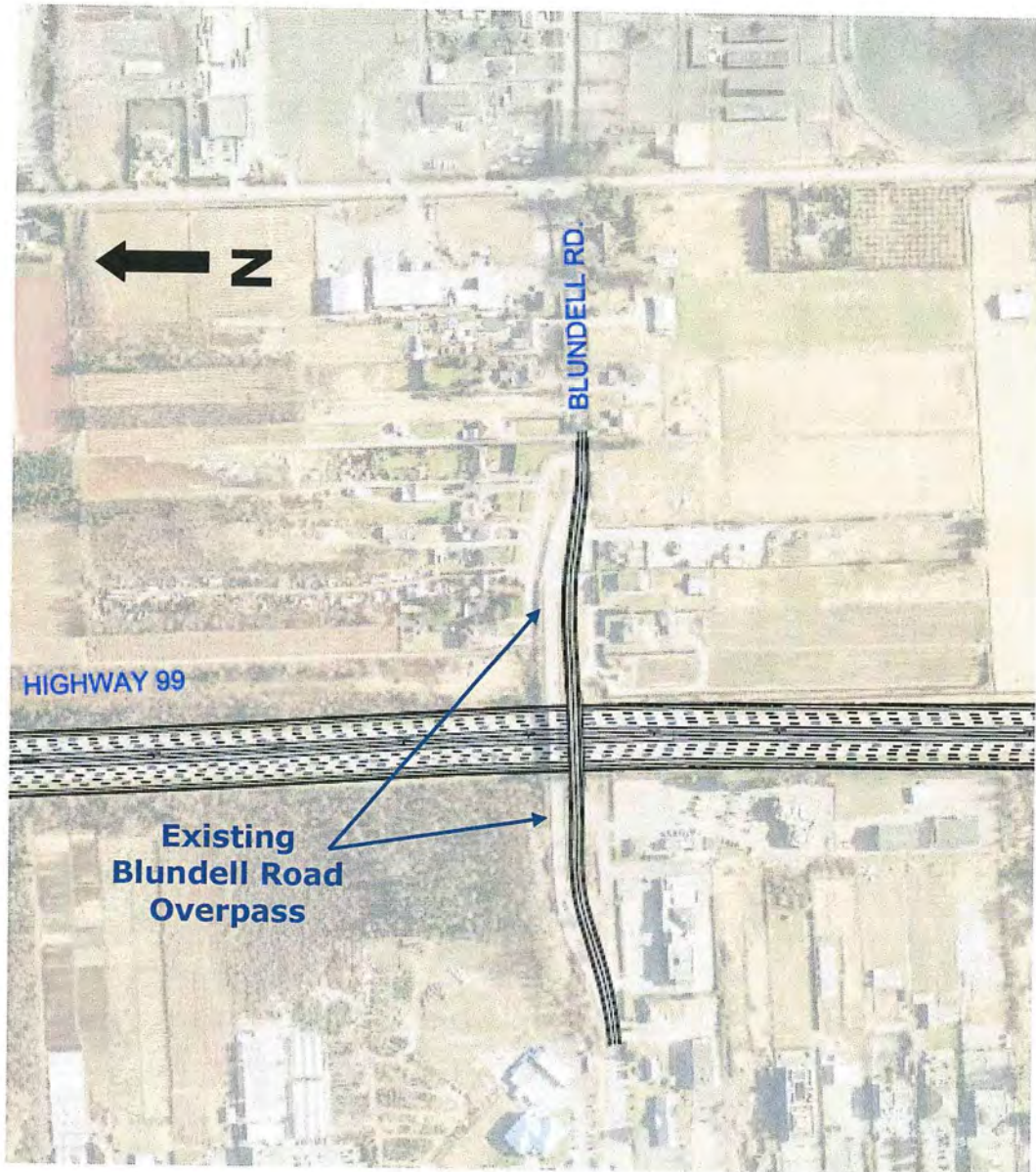
Looking south toward Steveston Highway Interchange



Looking south toward Steveston Highway Interchange

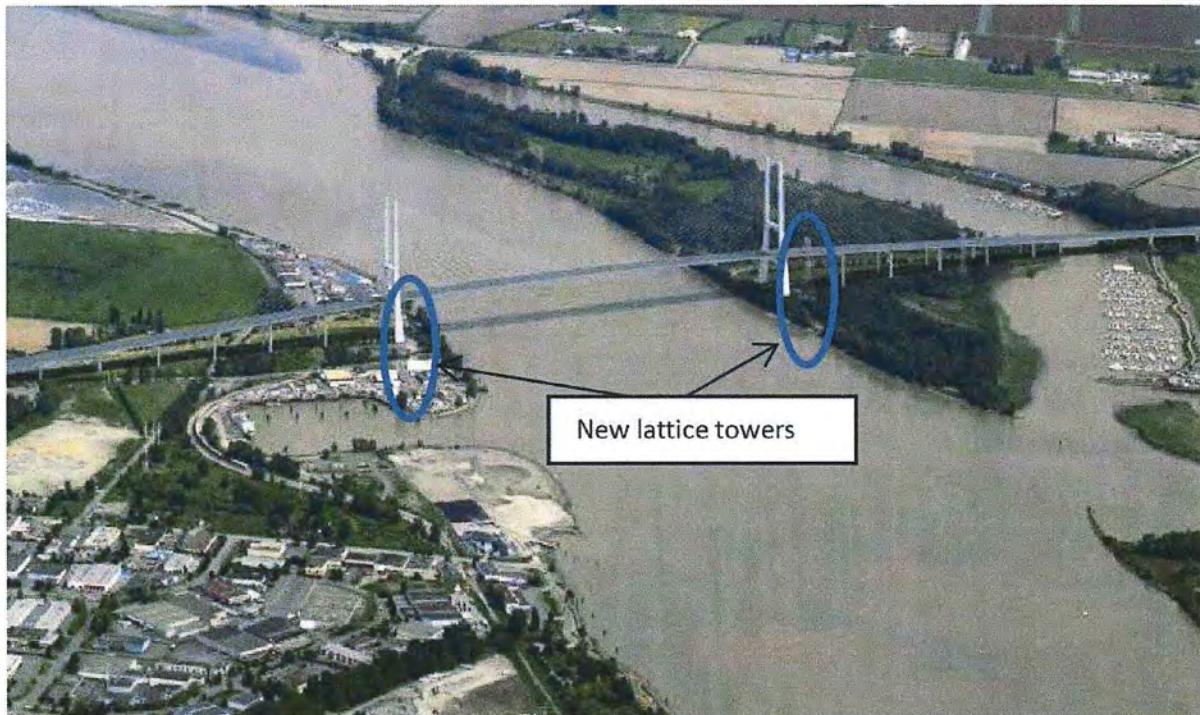
Blundell Road Overpass

Attachment 7

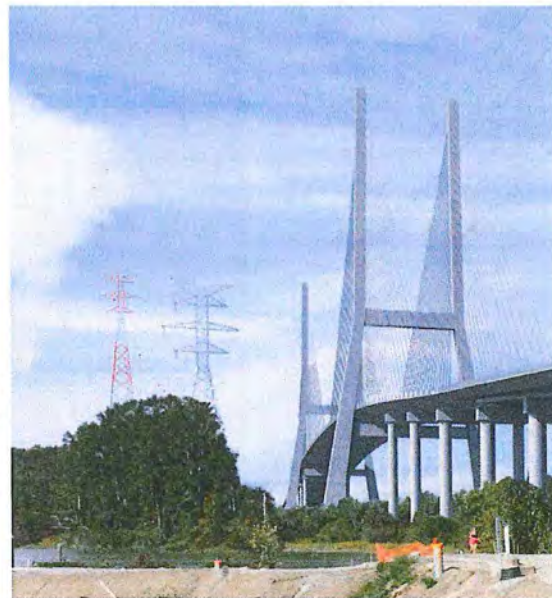


CNCL - 351

BC Hydro Transmission Line Relocation: Location of New Lattice Towers

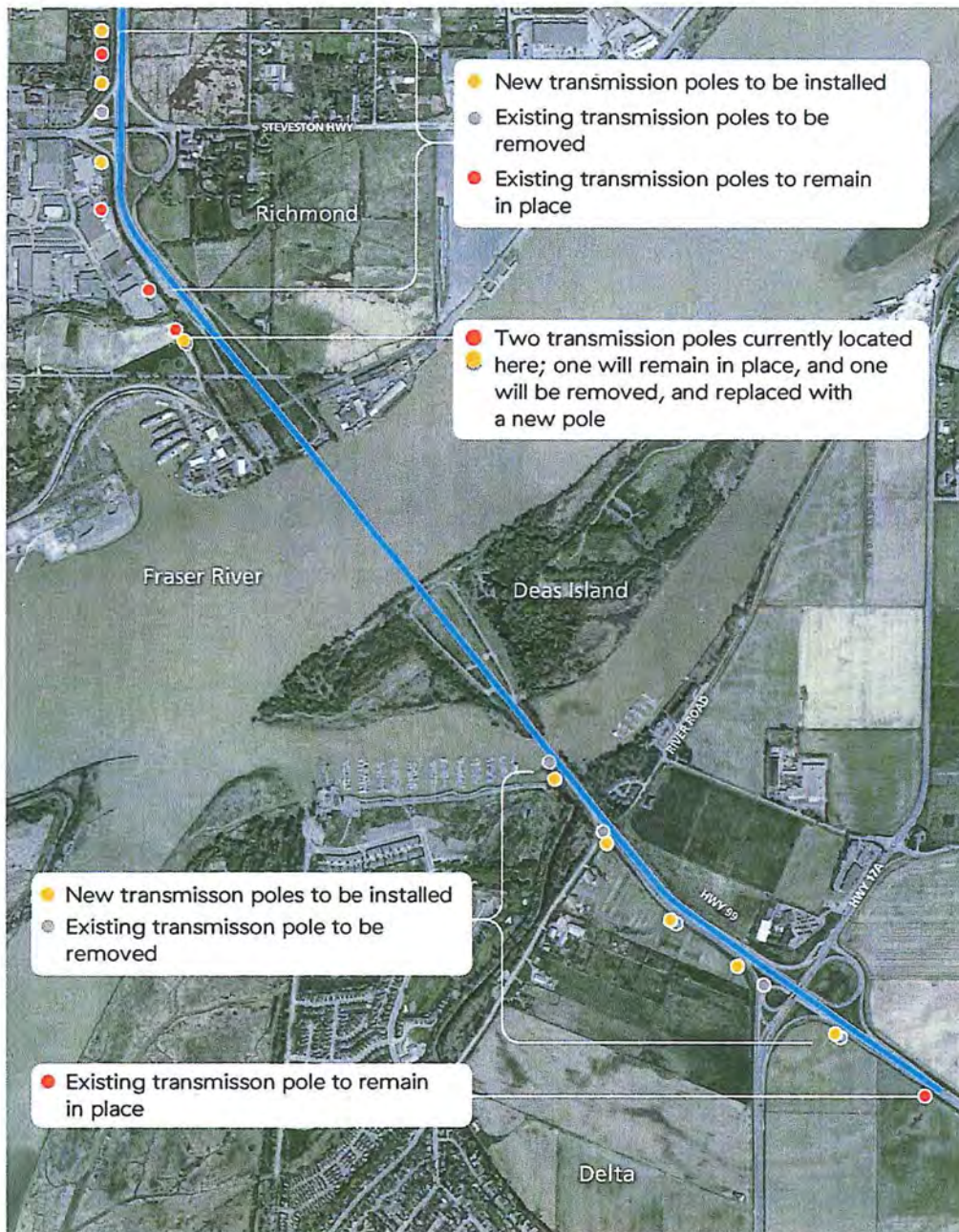


Rendering of the Overhead Transmission Line Alternative from Captain's Cove Marina, Delta (looking East-Northeast)



Rendering of the Overhead Transmission Line Alternative from Millennium Trail near Captain's Cove Marina, Delta (looking northeast)

**BC Hydro Transmission Line Relocation:
Installation of New and Removal of Existing Transmission Poles**



**PROPOSED LOCATION OF NEW BRIDGE AND HWY. 99
IMPROVEMENT PROJECT**

Locations are approximate/structures not to scale.



City of Richmond

Report to Committee

To: Finance Committee
From: Andrew Nazareth
General Manager, Finance and Corporate
Services
Re: Amendments to the 5 Year Consolidated Financial Plan (2016-2020) Bylaw
9521

Date: September 27, 2016
File: 03-0970-01/2016-Vol
01

Staff Recommendation

That the 5 Year Consolidated Financial Plan (2016-2020) Bylaw 9521, Amendment Bylaw 9616, which would incorporate and put into effect changes previously approved by Council and changes to the 2016 Capital, Utility and Operating Budgets, be introduced and given first, second and third readings.

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

Att. 4

| REPORT CONCURRENCE | | | |
|--|-------------------------------------|---------------------------------------|-------------------------------------|
| ROUTED TO: | | CONCURRENCE | |
| Human Resources | <input checked="" type="checkbox"/> | Water Services | <input checked="" type="checkbox"/> |
| Administration & Compliance | <input checked="" type="checkbox"/> | Law & Community Safety Administration | <input checked="" type="checkbox"/> |
| Economic Development | <input checked="" type="checkbox"/> | Fire Rescue | <input checked="" type="checkbox"/> |
| Information Technology | <input checked="" type="checkbox"/> | Law | <input checked="" type="checkbox"/> |
| Real Estate Services | <input checked="" type="checkbox"/> | RCMP | <input checked="" type="checkbox"/> |
| Arts, Culture & Heritage | <input checked="" type="checkbox"/> | Policy Planning | <input checked="" type="checkbox"/> |
| Community Social Development | <input checked="" type="checkbox"/> | Transportation | <input checked="" type="checkbox"/> |
| Parks Services | <input checked="" type="checkbox"/> | Sanitation & Recycling | <input checked="" type="checkbox"/> |
| Engineering | <input checked="" type="checkbox"/> | | |
| Facility Services | <input checked="" type="checkbox"/> | | |
| Fleet | <input checked="" type="checkbox"/> | | |
| Roads & Construction | <input checked="" type="checkbox"/> | | |
| Sewerage & Drainage | <input checked="" type="checkbox"/> | | |
| | | CONCURRENCE OF GENERAL MANAGER | |
| | | | |
| REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE | | INITIALS: | APPROVED BY CAO |
| | | DB | |

Staff Report

Origin

The 5 Year Consolidated Financial Plan (2016-2020) Bylaw 9521 was adopted on March 14, 2016. Included in the 5 Year Consolidated Financial Plan (5YFP) are the 2016 Capital, Utility and Operating Budgets.

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

Analysis

Subsequent to the adoption of the 5YFP, additional opportunities and projects have emerged. Individual staff reports detailing these amendments have been presented to Council for approval.

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

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

The Council approved changes to the 2016-2020 5YFP presented in order of Council meeting dates, are:

1. a) At the Council meeting on February 9, 2016, Council approved the following:

That the expenditures totaling \$1,100,000 for Major Events, of which \$750,000 is funded from the Major Events Provision Fund, \$223,500 funded from projected sponsorships, and \$126,500 from other revenue (grants, ticket sales, vendor fees, etc.) be included in the 5 Year Financial Plan (2016-2020).

The 2016 Operating Budget will be increased by \$165,000 from \$935,000 to \$1,100,000, of which \$106,500 is funded by other revenue (grants, ticket sales, vendor fees, etc.), \$35,000 is funded from the Major Events provision, and \$23,500 funded by projected sponsorships to fund the following events and programs: Ships to Shore 2016, Maritime Festival 2016, Richmond World Festival 2016, Days of Summer 2016, Children's Arts Festival 2017 and the purchase of festival infrastructure and City branded assets.

The original Bylaw included amounts based on earlier estimates and this amendment brings the operating budget to the final approved amounts.

- b) At the Council meeting on February 22, 2016, Council approved the following:

That the scope of work and budget for a Micro-Sewer Heat Recovery Study identified in the "Sewer Heat Recovery in Richmond Update," dated January 18, 2016, from the Director, Engineering, be approved with funding from the Carbon Tax Provision and included as an amendment to the Five Year Financial Plan (2016-2020) Bylaw.

The 2016 Operating Budget will be increased by \$170,000 with funding from the Carbon Tax Provision. The Federation of Canadian Municipalities will reimburse the project costs up to 50% and the reimbursements will be returned to the Carbon Tax provision.

- c) At the Council meeting on March 14, 2016, Council approved the following:

(1) That the Canada 150 projects as detailed in the report titled "Richmond Celebrates Canada 150 – Proposed Program," dated February 11, 2016 from the General Manager, Interagency Programs and Steveston Waterfront Major Initiatives, be approved;

(2) That funding in the amount of \$1,200,000 be allocated from the Council Community Initiatives Fund to fund the new events;

(3) That \$560,000 be transferred from the Major Events Provisional Fund to support Maritime Festival 2017, Richmond World Festival 2017 and Days of Summer 2017;

(4) That the 5 Year Financial Plan (2016-2020) Bylaw be amended to include an additional expenditure of \$1,760,000.

The 2016 Operating Budget will be increased by \$155,000 funded from the Council Community Initiatives Account to facilitate planning for 2017 events and the remainder will be included in the 2017 Operating Budget.

- d) At the Council meeting on April 11, 2016, Council approved the following:

That the City's 2016 Capital Budget be amended to include the Tempest Application Project in the amount of \$100,000 and that the 5-Year Financial Plan (2016-2020) be amended accordingly.

The 2016 Capital Budget will be increased by \$100,000 with funding transferred from the Finance and Corporate Services Division's operating budget for the Tempest Application Project, which is a one-time setup cost to accept credit card payments for property tax and utilities.

- e) At the Council meeting on April 25, 2016, Council approved the following:

(1) That the Community Celebration Grant Program and the criteria, as outlined in the staff report titled "Canada 150 Community Celebration Grant Program" dated March

31, 2016 from the Director, Arts, Culture and Heritage Services be approved; and

(2) That \$150,000 from the Council Community Initiatives Fund be allocated to fund this program.

The 2016 Operating Budget will be increased by \$79,500 funded by the Council Community Initiatives Account for projected grants disbursements and the balance will be included in the 2017 operating budget.

f) At the Council meeting on May 24, 2016, Council approved the following:

That Option 1 in the staff report from the Director, Engineering dated May 16, 2016, be approved and the 5 Year Financial Plan (2016-2020) be amended to include \$450,000 to accommodate the Steveston Pool Repairs to be funded from the Corporate Provision account.

The 2016 Capital Budget will be increased by \$450,000 for the Steveston Pool Repairs funded by the Corporate provision account.

g) At the Council meeting on June 27, 2016, Council approved the following:

(1) That the Horseshoe Slough and No. 7 Road South Drainage Pump Station Upgrade capital projects be consolidated into a new 2016 Capital Project with the remainder of projects included in the provincial Flood Protection Program Contribution Agreement, as per the staff report titled "2016 Flood Protection Program Funding," from the Director, Engineering, dated May 25, 2016;

(2) That \$2,710,249 of Drainage Development Cost Charges and a \$16,633,332 contribution from the Province of British Columbia be added to the 2016 Capital Budget.

(3) That the 5 Year Consolidated Financial Plan (2016-2020) Bylaw be amended to reflect the above recommendations.

The 2016 Capital Budget will be increased by a total of \$23,543,581 as follows:

- \$16,633,332 funded by a grant received from the Province of British Columbia Ministry of Transportation and Infrastructure;
- \$2,710,249 funded by Drainage DCCs; and
- \$4,200,000 is transferred from an existing 2015 Capital Project, Horseshoe Slough Pump Station Rebuild, funded by the Drainage Improvement Reserve \$3,556,500 and Drainage DCC \$643,500 and is being consolidated with the new 2016 Capital Project.

In addition, the 2016 No. 7 Road South Drainage Pump Station Rebuild project for \$4,500,000 is consolidated into the new 2016 Flood Protection Program project totaling \$28,043,581.

The following capital projects amounting to \$16,280,000 were included in the 5YFP under years 2015, 2017 and 2018 and will be removed due to the advancement of the project into the 2016 Capital Plan.

- \$4,200,000 is transferred from the 2015 Horseshoe Slough Pump Station Rebuild project funded by the Drainage Improvement Reserve \$3,556,500 and Drainage DCC \$643,500;
- \$7,400,000 is brought forward from the 2018 No. 2 Road South Drainage Pump Station Rebuild project funded by Drainage Improvement and Drainage DCC Reserves; and
- \$4,680,000 is brought forward from the 2017 Shell Road North Drainage Pump Station Rebuild project funded by Drainage Improvement and Drainage DCC Reserves.

- h) At the Council meeting on July 25, 2016, Council approved the following:

That the 5-Year Financial Plan (2016-2020) be amended to include an additional \$134,538 from the Affordable Housing Capital Reserve Fund for the City's grant towards the development.

The 2016 Capital Budget will be increased by \$134,538 from the Affordable Housing Reserve Fund for the City's grant to the Habitat for Humanity Society of Greater Vancouver towards development cost charges associated with the six (6) affordable homeownership units and six (6) affordable secondary rental suites located at 8180 Ash Street.

- i) At the Council meeting on July 25, 2016, Council approved the following:

That the City's 5 Year Financial Plan (2016-2020) be amended to include the feasibility study in the amount of \$100,000, to be funded from the Rate Stabilization Account.

The 2016 Operating Budget will be increased by \$100,000 from the Rate Stabilization Account for a feasibility study for the Phoenix Net Loft for future use as an artist creation and support space, and other uses.

- j) At the Closed Council meeting held on September 12, 2016, Council approved a transfer of \$300,000 from the Property Cost provision to the Rental Properties Section.

- k) At the Council meeting on September 26, 2016, Council approved the following:

That funding of \$2,000,000 from the Drainage Utility Reserve be included as an amendment to the 5 Year Financial Plan (2016-2020) to complete the Drainage Box Culvert Replacement Project at No. 2 Road and Walton Road.

The 2016 Capital Budget will be increased by \$2,000,000 from the Drainage Utility Reserve to complete the Drainage Box Culvert Replacement Project at No. 2 Road and Walton Road.

- 1) At the time of writing this report, the following is to be included in the General Purposes Committee meeting on October 3, 2016, and, if approved, the resolution will be brought forward to Council for approval in the meeting scheduled on October 11, 2016.

That the Five-Year Financial Plan (2016-2020) Bylaw be amended to include an additional \$50,000 (from the Affordable Housing Reserve Fund) for the City's contribution towards the Homelessness Liaison pilot contract and centralized housing database program.

If Council approves the resolution, the 2016 Capital Budget will be increased by \$50,000 from the Affordable Housing Reserve Fund for the City's contribution towards the Homelessness Liaison pilot contract and centralized housing database program.

During the year, the 5 Year Consolidated Financial Plan Bylaw may require amendments due to external contributions being received, re-classification of expenditure budgets or unexpected expenditures funded by provisions or reserves. The amendments are as follows:

2. a) The 2016 Capital Budget will be increased by \$5,000,000 with funding transferred from the Fiscal Operating Budget to the Industrial Use Reserve to provide funding for future arising strategic land opportunities.
- b) i. Increase the scope of existing programs and projects by a total of \$544,974 from external funding received from various sources including ICBC, developers, Translink, etc. The Capital Budget is amended as follows:

| Table 1 Various Grants and External Sources | | (in \$000's) |
|--|--|---------------------|
| Capital Programs | | Amounts |
| Roads | | \$328 |
| Building Program | | 120 |
| Minor Parks | | 61 |
| Major Parks/Streetscapes | | 25 |
| Drainage | | 6 |
| Minor Public Works | | 5 |
| Total | | \$545 |

- ii. The Financial Plan includes an estimate of \$10,000,000 in Contingent Capital Grants, which may be received throughout the year for various projects. Spending is only incurred if the funds are confirmed. Once the funds are confirmed, the amount is transferred into the applicable capital program as summarized above. The \$544,974 represents funds that have been received and transferred to date.
- c) Increase the Water and Sanitary Public Works Minor Capital projects funding by \$97,500 each from the Water and Sewer Levy provisions for the Works Yard security improvements totaling \$195,000.
- d) Increase the 2016 Capital Budget by \$175,000 for the River Parkway and Middle Arm Park project funded by a grant from the Federation of Canadian Municipalities Green Municipal

Fund.

- e) Increase the 2016 Capital Budget by \$100,000 funded by a developer contribution in order to construct a section of the Gilbert Road Greenway from Lansdowne Road to River Parkway.
 - f) Increase the Capital Budget by a total of \$62,856 transferred from the Information Technology 2016 operating budget for the following:
 - i. \$42,192 to the Information Communication Technology (ICT) Infrastructure Replacement project to support the Firewall and Network Security Upgrade;
 - ii. \$15,000 to the Software Deployment Replacement Solution project to support the purchase of LANDesk modules;
 - iii. \$5,664 to support additional cost for the Anderson Room Improvements project.
3. Budget Amendment Policy 3001 states that changes to salaries be reported to the Committee. The following amendments will result in no net increase to the 2016 Operating Budget:
- a) Reallocate \$99,304 within Community Services Parks Operations salary budget for a Supervisor, Mapping and Drafting due to the implementation of the Parks Resource Management Geographic Information System (GIS) program in 2016.
 - b) Transfer \$98,600 of salary budget from Community Services to Human Resources due to reorganization of the Fitness Wellness Coordinator position.
 - c) Reallocate \$100,000 within Sanitation and Recycling operating budget from waste management and processing fees expenditures to salaries due to increased activity at the Recycling Depot and higher frequency of garbage pick-ups at City parks.
 - d) Reallocate \$50,000 within Roads operating budget from public works materials and equipment to salaries to accommodate after hours service request.
 - e) Reallocate \$40,000 within Storm Drainage operating budget from public works materials and equipment to salaries to accommodate after hours service request.
 - f) Reallocate \$35,000 within Engineering Planning operating budget from consulting expenses to auxiliary salaries to assist with the utility design service delivery.
 - g) Reallocate \$35,495 within Sidaway operating budget from salaries to public works materials.
 - h) Reallocate \$25,913 within Finance salary budget from the Accounts Payable section to the Purchasing section.
 - i) Reallocate \$10,343 within Fleet operating budget from consulting expenses to salaries due to a position upgrade of Supervisor – Public Works (Fleet).
 - j) Reallocate \$6,567 within Engineering Planning operating budget from consulting expenses to salaries for the Design Technician salary reclassification.
 - k) Transfer \$2,688 from Parks to Facility Services for the maintenance and security of the Cannery Store.
4. The Operating and Utility Budgets include estimates for work expected to be funded by User Fee Revenue. The following adjustments align the budget to projected levels of activity within each section. The following adjustments have no tax impact:
- a. Increase the Traffic expenditure budget by \$280,000 to offset receivable income which is projected to exceed original budget estimates.
 - b. Reallocate Engineering and Public Works Receivable Income, which will not meet the

original budget estimates as follows: \$575,100 reduction to the Roads and Construction section, \$358,600 increase to Storm Drainage section and \$216,500 increase to Fleet section to offset.

5. The following amendment represents an administrative change:
Amend the capital funding sources for Donald Road - Local Area Service Program from Appropriated Surplus to Local Improvement Reserve by \$1,011,000.
6. The following amendments to the Operating and Utility Budget are funded by external grants, transfer of existing budget resources, or funding from Provisions or Reserves.
 - a) Decrease the estimated Sanitary Sewer revenue budget by \$750,000 and increase the amount drawn from the Sewer Levy provision. The adjustment is due to lower than expected water consumption in 2016, which has a corresponding impact on sewer meter revenues.
 - b) Increase the Human Resource expenditure budget by \$305,000 for arbitration and legal expenditures funded by the Arbitration provision.
 - c) Increase Policy Planning's expenditure budget by \$230,750 funded by the Additional Level provision and Developer Contributions provision allocated for Official Community Plan (OCP) review.
 - d) Increase the Administration and Compliance expenditure budget by \$102,656 funded by Corporate Provision for various initiatives that are anticipated to be completed in 2016.
 - e) Increase the Major Road Network (MRN) expenditure budget by \$56,000 funded by TransLink.
 - f) Increase the Fiscal expenditure budget by \$50,000 for the development of automated collection and reporting of Statement of Financial Information (SOFI) expenses funded by the Corporate provision.
 - g) Increase the Risk Management expenditure budgets by \$40,309 for new initiatives to reduce liability claims funded by the Municipal Insurance Association of British Columbia (MIABC) grant.
 - h) Increase the Policing expenditure budget by \$15,000 for police river craft maintenance funded by RCMP provision through a grant from the Province for Police Specialized Equipment and Training.
 - i) Increase the Community Social Development expenditure budget by \$10,000 for contracts funded by a grant from the Vancouver Foundation for Cultivating Wellness Connection in Richmond.
 - j) Increase the Community Social Development expenditure budget by \$7,500 funded by Corporate provision through a sponsorship received in 2015 from Western Union in support of the Tagalog Newcomer Guide.
 - k) Increase the Arts, Culture and Heritage expenditure budget by \$4,000 for contracts funded by a grant from the Canada Council for the Arts in support of the Writer-in-Residence program.
 - l) Increase the General Waste-Environmental expenditure budget by \$2,900 funded by a Richmond Invasive Plant Management grant.
 - m) Transfer \$2,844 from Fire Rescue to the Infrastructure Services expenditure budget for the first year Telus support services for fibre optic network.

Financial Impact

The proposed 2016 budget amendments have **no tax impact**. Overall, there is an increase of \$31,810,976 to the 2016 Capital Budget. The Operating and Utility Budget expenditure decreased by \$3,089,242 and revenue increased by \$19,935,290, resulting in a net increase to Transfers of \$23,024,532. Each of these annual budgets combines to form part of the 2016-2020 5YFP. The 2016-2020 5YFP Amended Bylaw and Amended Capital Program can be found in Attachments 1 - 3.

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

| | | | |
|--|---|-------|------------------|
| Capital Budget as at March 14, 2016 | | | \$114,538 |
| 1 | 2016 Flood Protection Program | 1g | 23,543 |
| 2 | Transfer from Fiscal Operating Budget | 2a | 5,000 |
| 3 | Drainage Box Culvert Replacement-No. 2 Road & Walton Road | 1k | 2,000 |
| 4 | Steveston Pool Repair | 1f | 450 |
| 5 | Works Yard Security Improvement | 2c | 195 |
| 6 | River Parkway and Middle Arm Park | 2d | 175 |
| 7 | Habitat for Humanity Society of Greater Vancouver | 1h | 135 |
| 8 | Tempest Application Project | 1d | 100 |
| 9 | Gilbert Road Greenway | 2e | 100 |
| 10 | Information Technology | 2f | 63 |
| 11 | Homelessness Liaison Pilot Contract | 1l | 50 |
| 12 | Local Improvement Reserve | 5 | - |
| 13 | Various Grants & External Sources | 2b.i | 545 |
| 14 | Contingent External Contributions | 2b.ii | (545) |
| Total Amendments | | | 31,811 |
| Total Amended 2016 Capital Budget | | | \$146,349 |

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

| | | | |
|--|--|----|------------------|
| Operating and Utility Budget as at March 14, 2016 | | | \$101,646 |
| Revenue | | | |
| 1 | 2016 Flood Protection Program | 1g | 19,987 |
| 2 | Traffic Receivable Increases | 4a | 280 |
| 3 | River Parkway and Middle Arm Park | 2d | 175 |
| 4 | Major Festivals in 2016/17 | 1a | 130 |
| 5 | MRN Translink Revenue | 6e | 56 |
| 6 | MIABC Grants | 6g | 40 |
| 7 | Cultivating Wellness Connections in Richmond | 6i | 10 |
| 8 | Writer-in-Residence Program | 6k | 4 |

| | | | |
|--|---|------|------------------|
| 9 | Invasive Species Provincial Grant | 6l | 3 |
| 10 | Engineering and Public Works Receivables | 4b | - |
| 11 | Sanitary Sewer Provision Increase | 6a | (750) |
| Total Revenues Amendments | | | 19,935 |
| Expenses | | | |
| 1 | Transfer from Arbitration Provision | 6b | 305 |
| 2 | Transfer to Rental Property Section | 1j | 300 |
| 3 | Traffic Receivable Increases | 4a | 280 |
| 4 | Official Community Plan Consulting Expenses | 6c | 231 |
| 5 | Sewer Heat Recovery in Richmond Update | 1b | 170 |
| 6 | Major Festivals in 2016/17 | 1a | 165 |
| 7 | Richmond Celebrates Canada 150 | 1c | 155 |
| 8 | Admin and Compliance Expenses | 6d | 103 |
| 9 | Phoenix Net Loft Feasibility Study | 1i | 100 |
| 10 | Canada 150 Community Celebration Funding Program | 1e | 80 |
| 11 | MRN Translink Revenue | 6e | 56 |
| 12 | Process Automation for SOFI Reports | 6f | 50 |
| 13 | MIABC Grants | 6g | 40 |
| 14 | Province of BC Grant for Police Specialized Equipment | 6h | 15 |
| 15 | Cultivating Wellness Connections in Richmond | 6i | 10 |
| 16 | Tagalog Newcomer Guide Sponsorship | 6j | 7 |
| 17 | Writer-in-Residence Program | 6k | 4 |
| 18 | Invasive Species Provincial Grant | 6l | 3 |
| 19 | Fire Hall #3 Fibre Optic Network | 6m | - |
| 20 | Various Operating Budget Reallocations | 3a-k | - |
| 21 | Engineering and Public Works Receivables | 4b | - |
| 22 | Information Technology Initiatives | 2f | (63) |
| 23 | Tempest Application Project | 1d | (100) |
| 24 | Transfer from Fiscal Operating Budget | 2a | (5,000) |
| Total Expenditures Amendments | | | (3,089) |
| NET AMENDMENT | | | 23,024 |
| Total Amended 2016 Operating and Utility Budget | | | \$124,670 |

Conclusion

Staff recommend that Council approve the 2016 Capital, Operating and Utility Budget amendments to accommodate the expenditures within the 5 Year Consolidated Financial Plan Bylaw. The proposed 2016 budget amendments have no tax impact. Overall, there is an increase of \$31,810,976 to the 2016 Capital Budget. The Operating and Utility Budget expenditure decreased by \$3,089,242 and revenue increased by \$19,935,290, resulting in a net increase to Transfers of \$23,024,532.

As required in Section 166 of the Community Charter, staff will conduct a process of public consultation prior to bylaw adoption, which is anticipated to be November 14, 2016.



Melissa Shiau, CPA, CA
Manager, Financial Planning and Analysis
(604-276-4231)

MS:sx

- Att. 1: 5 Year Consolidated Amended Financial Plan (2016-2020)
2: Capital Funding Sources (2016-2020)
3: Capital Program (2016-2020)
4: 5 Year Consolidated Financial Plan (2016-2020) Bylaw 9521, Amendment Bylaw 9616

| City of Richmond 5 Year Consolidated Amended Financial Plan 2016-2020 Revenue and Expenses (In \$000's) | | | | | |
|--|------------------|------------------|------------------|------------------|------------------|
| | 2016 Amended | 2017 Amended | 2018 Amended | 2019 | 2020 |
| Revenue: | | | | | |
| Property Taxes | 197,965 | 206,823 | 215,531 | 223,666 | 232,083 |
| User Fees | 98,303 | 102,953 | 107,361 | 110,771 | 115,129 |
| Sales of Services | 33,692 | 34,260 | 34,854 | 35,656 | 36,255 |
| Gaming Revenue | 18,088 | 18,400 | 18,400 | 18,400 | 18,400 |
| Investment Income | 14,694 | 14,694 | 14,694 | 14,694 | 14,694 |
| Payments In Lieu Of Taxes | 13,473 | 13,473 | 13,473 | 13,473 | 13,473 |
| Other Revenue | 9,929 | 9,803 | 9,906 | 10,029 | 10,159 |
| Licenses And Permits | 9,184 | 9,363 | 9,546 | 9,741 | 9,941 |
| Grant Revenue | 7,489 | 7,494 | 7,613 | 7,727 | 7,820 |
| Developer Contributed Assets | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 |
| Development Cost Charges | 30,229 | 15,602 | 12,137 | 9,437 | 9,327 |
| Other Capital Funding Sources | 30,923 | 21,805 | 10,500 | 10,440 | 10,040 |
| | \$518,969 | \$509,670 | \$509,015 | \$519,034 | \$532,321 |
| Expenses: | | | | | |
| Law and Community Safety | 93,370 | 94,855 | 97,383 | 99,956 | 102,603 |
| Engineering and Public Works | 65,864 | 64,382 | 66,067 | 66,707 | 67,654 |
| Community Services | 59,439 | 58,343 | 59,941 | 61,282 | 62,540 |
| Finance and Corporate Services | 24,301 | 23,360 | 23,884 | 24,441 | 25,013 |
| Fiscal | 14,361 | 17,730 | 18,153 | 16,063 | 15,950 |
| Debt Interest | 1,677 | 1,677 | 1,677 | 1,677 | 1,677 |
| Corporate Administration | 9,059 | 8,452 | 8,641 | 8,843 | 9,051 |
| Planning and Development Services | 14,835 | 14,502 | 14,847 | 15,232 | 15,627 |
| Utility Budget | | | | | |
| Water Utility | 40,469 | 42,606 | 44,576 | 46,168 | 47,831 |
| Sanitary Sewer Utility | 29,746 | 30,958 | 32,834 | 34,405 | 36,072 |
| Sanitation and Recycling | 14,944 | 15,248 | 15,557 | 15,888 | 16,226 |
| Richmond Public Library | 9,754 | 9,946 | 10,141 | 10,349 | 10,562 |
| Richmond Olympic Oval Corporation | 14,890 | 15,288 | 15,719 | 16,131 | 16,594 |
| Lulu Island Energy Company | 1,590 | 1,524 | 2,451 | 2,211 | 2,647 |
| | 394,299 | 398,871 | 411,871 | 419,353 | 430,047 |
| Annual Surplus | 124,670 | 110,799 | 97,144 | 99,681 | 102,274 |
| Transfers: | | | | | |
| Debt Principal | 4,402 | 4,402 | 4,402 | 4,402 | 4,402 |
| Transfer To Reserves | 62,222 | 64,421 | 66,707 | 69,092 | 71,561 |
| Transfer To (From) Surplus | (214) | 8,971 | 10,089 | 10,591 | 11,126 |
| Capital Expenditures - Current Year | 146,349 | 122,935 | 96,340 | 85,259 | 60,065 |
| Capital Expenditures - Prior Years | 267,870 | 211,956 | 176,060 | 160,921 | 153,488 |
| Capital Expenditures - Developer Contributed Assets | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 |
| Capital Funding | (410,959) | (356,886) | (311,454) | (285,584) | (253,368) |
| | 124,670 | 110,799 | 97,144 | 99,681 | 102,274 |
| Balanced Budget | \$0 | \$0 | \$0 | \$0 | \$0 |
| Tax Increase | 3.11% | 2.97% | 2.96% | 2.97% | 2.96% |

| City of Richmond 5 Year Consolidated Amended Financial Plan 2016-2020 Capital Funding Sources (In \$000's) | | | | | |
|---|------------------|------------------|-----------------|-----------------|-----------------|
| | 2016 Amended | 2017 Amended | 2018 Amended | 2019 | 2020 |
| DCC Reserves | | | | | |
| Drainage DCC | 3,354 | 1,344 | - | 97 | 97 |
| Parks DCC | 16,570 | 7,289 | 5,361 | 5,643 | 5,408 |
| Roads DCC | 8,492 | 5,489 | 4,307 | 3,384 | 2,956 |
| Sanitary DCC | 582 | 724 | 1,943 | 23 | - |
| Water DCC | 1,231 | 755 | 527 | 290 | 866 |
| Total DCC Reserves | \$30,229 | \$15,601 | \$12,138 | \$9,437 | \$9,327 |
| Statutory Reserves | | | | | |
| Affordable Housing Reserve Fund | 1,114 | 625 | 625 | 625 | 625 |
| Capital Building and Infrastructure Reserve Fund | 600 | - | - | 1,000 | - |
| Capital Reserve Fund | 39,262 | 53,202 | 42,128 | 29,997 | 11,701 |
| Child Care | 60 | 50 | 50 | 50 | 50 |
| Drainage Improvement | 14,604 | 7,981 | 4,748 | 11,557 | 8,912 |
| Equipment Replacement Reserve Fund | 3,778 | 4,375 | 2,945 | 3,921 | 3,044 |
| Local Improvement Reserve | 1,011 | - | - | - | - |
| Public Art Program | 1,120 | 100 | 100 | 100 | 100 |
| Sanitary Sewer | 4,738 | 4,369 | 4,909 | 4,217 | 4,290 |
| Waterfront Improvement | - | - | 250 | - | - |
| Watermain Replacement | 7,000 | 7,873 | 8,428 | 7,987 | 7,902 |
| Total Statutory Reserves | 73,287 | 78,575 | 64,183 | 59,454 | 36,624 |
| Other Sources | | | | | |
| Appropriated Surplus | 8,491 | 5,004 | 7,649 | 5,378 | 3,524 |
| Enterprise Fund | 1,202 | 630 | 550 | 550 | 550 |
| Water Levy/Meter Stabilization | 2,217 | 1,320 | 1,320 | - | - |
| Grant and Developer Contribution | 30,923 | 21,805 | 10,500 | 10,440 | 10,040 |
| Total Other Sources | 42,833 | 28,759 | 20,019 | 16,368 | 14,114 |
| Total Capital Program | \$146,349 | \$122,935 | \$96,340 | \$85,259 | \$60,065 |

| City of Richmond 5 Year Consolidated Amended Financial Plan 2016-2020 Capital Program (In \$000's) | | | | | |
|---|------------------|------------------|-----------------|-----------------|-----------------|
| | 2016 Amended | 2017 Amended | 2018 Amended | 2019 | 2020 |
| Infrastructure Program | | | | | |
| Roads | 17,774 | 20,924 | 8,364 | 7,338 | 4,843 |
| Drainage | 33,989 | 8,831 | 4,320 | 11,210 | 8,170 |
| Watermain Replacement | 11,080 | 8,930 | 9,080 | 7,270 | 7,870 |
| Infrastructure Advanced Design & Land | 1,255 | 1,445 | 1,412 | 1,336 | 1,276 |
| Sanitary Sewer | 3,320 | 4,530 | 6,400 | 3,670 | 3,670 |
| Minor Public Works | 2,011 | 1,400 | 1,400 | 1,400 | 1,400 |
| District Energy Utility | 400 | - | 3,600 | 1,400 | - |
| Total Infrastructure Program | \$69,829 | \$46,060 | \$34,576 | \$33,624 | \$27,229 |
| Building Program | 3,046 | 4,667 | 5,373 | 1,162 | 770 |
| Parks Program | | | | | |
| Major Parks/Streetscapes | 6,650 | 6,100 | 3,025 | 8,500 | 1,450 |
| Minor Parks | 851 | 900 | 850 | 850 | 850 |
| Parkland Acquisition | 8,000 | 4,000 | 4,000 | 4,000 | 4,000 |
| Total Parks Program | 15,501 | 11,000 | 7,875 | 13,350 | 6,300 |
| Public Art Program | 1,120 | 600 | 378 | 100 | 100 |
| Land Program | | | | | |
| Land Acquisition | 26,200 | 42,300 | 30,000 | 20,000 | 10,000 |
| Total Land Program | 26,200 | 42,300 | 30,000 | 20,000 | 10,000 |
| Affordable Housing Project | 1,114 | 625 | 625 | 625 | 625 |
| Equipment Program | | | | | |
| Annual Fleet Replacement | 1,612 | 1,905 | 1,944 | 1,825 | 1,650 |
| Computer Capital | 4,365 | 2,396 | 2,374 | 555 | 507 |
| Fire Dept Vehicles | 1,655 | 1,185 | 998 | 1,821 | 1,114 |
| Technology | 652 | - | - | - | - |
| Total Equipment Program | 8,284 | 5,486 | 5,316 | 4,201 | 3,271 |
| Child Care Program | 60 | 50 | 50 | 50 | 50 |
| Internal Transfers/Debt Payment | 11,740 | 2,147 | 2,147 | 2,147 | 1,720 |
| Contingent External Contributions | 9,455 | 10,000 | 10,000 | 10,000 | 10,000 |
| Total Capital Program | \$146,349 | \$122,935 | \$96,340 | \$85,259 | \$60,065 |



City of
Richmond

Bylaw 9616

5 Year Consolidated Financial Plan (2016-2020) Bylaw 9521 Amendment Bylaw 9616

The Council of the City of Richmond enacts as follows:

1. Schedule "A", Schedule "B", and Schedule "C" of the 5 Year Consolidated Financial Plan (2016-2020) Bylaw 9521, are deleted and replaced with Schedule "A", Schedule "B", and Schedule "C" attached to and forming part of this amendment bylaw.
2. This Bylaw is cited as "5 Year Consolidated Financial Plan (2016-2020) Bylaw 9521, Amendment Bylaw 9616".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

| |
|---|
| CITY OF RICHMOND |
| APPROVED for content by originating dept. <i>JC</i> |
| APPROVED for legality by Solicitor <i>D</i> |

MAYOR

CORPORATE OFFICER

SCHEDULE A:

| City of Richmond 5 Year Consolidated Amended Financial Plan 2016-2020 Revenue and Expenses (In \$000's) | | | | | |
|--|------------------|------------------|------------------|------------------|------------------|
| | 2016 Amended | 2017 Amended | 2018 Amended | 2019 | 2020 |
| Revenue: | | | | | |
| Property Taxes | 197,965 | 206,823 | 215,531 | 223,666 | 232,083 |
| User Fees | 98,303 | 102,953 | 107,361 | 110,771 | 115,129 |
| Sales of Services | 33,692 | 34,260 | 34,854 | 35,656 | 36,255 |
| Gaming Revenue | 18,088 | 18,400 | 18,400 | 18,400 | 18,400 |
| Investment Income | 14,694 | 14,694 | 14,694 | 14,694 | 14,694 |
| Payments In Lieu Of Taxes | 13,473 | 13,473 | 13,473 | 13,473 | 13,473 |
| Other Revenue | 9,929 | 9,803 | 9,906 | 10,029 | 10,159 |
| Licenses And Permits | 9,184 | 9,363 | 9,546 | 9,741 | 9,941 |
| Grant Revenue | 7,489 | 7,494 | 7,613 | 7,727 | 7,820 |
| Developer Contributed Assets | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 |
| Development Cost Charges | 30,229 | 15,602 | 12,137 | 9,437 | 9,327 |
| Other Capital Funding Sources | 30,923 | 21,805 | 10,500 | 10,440 | 10,040 |
| | \$518,969 | \$509,670 | \$509,015 | \$519,034 | \$532,321 |
| Expenses: | | | | | |
| Law and Community Safety | 93,370 | 94,855 | 97,383 | 99,956 | 102,603 |
| Engineering and Public Works | 65,864 | 64,382 | 66,067 | 66,707 | 67,654 |
| Community Services | 59,439 | 58,343 | 59,941 | 61,282 | 62,540 |
| Finance and Corporate Services | 24,301 | 23,360 | 23,884 | 24,441 | 25,013 |
| Fiscal | 14,361 | 17,730 | 18,153 | 16,063 | 15,950 |
| Debt Interest | 1,677 | 1,677 | 1,677 | 1,677 | 1,677 |
| Corporate Administration | 9,059 | 8,452 | 8,641 | 8,843 | 9,051 |
| Planning and Development Services | 14,835 | 14,502 | 14,847 | 15,232 | 15,627 |
| Utility Budget | | | | | |
| Water Utility | 40,469 | 42,606 | 44,576 | 46,168 | 47,831 |
| Sanitary Sewer Utility | 29,746 | 30,958 | 32,834 | 34,405 | 36,072 |
| Sanitation and Recycling | 14,944 | 15,248 | 15,557 | 15,888 | 16,226 |
| Richmond Public Library | 9,754 | 9,946 | 10,141 | 10,349 | 10,562 |
| Richmond Olympic Oval Corporation | 14,890 | 15,288 | 15,719 | 16,131 | 16,594 |
| Lulu Island Energy Company | 1,590 | 1,524 | 2,451 | 2,211 | 2,647 |
| | 394,299 | 398,871 | 411,871 | 419,353 | 430,047 |
| Annual Surplus | 124,670 | 110,799 | 97,144 | 99,681 | 102,274 |
| Transfers: | | | | | |
| Debt Principal | 4,402 | 4,402 | 4,402 | 4,402 | 4,402 |
| Transfer To Reserves | 62,222 | 64,421 | 66,707 | 69,092 | 71,561 |
| Transfer To (From) Surplus | (214) | 8,971 | 10,089 | 10,591 | 11,126 |
| Capital Expenditures - Current Year | 146,349 | 122,935 | 96,340 | 85,259 | 60,065 |
| Capital Expenditures - Prior Years | 267,870 | 211,956 | 176,060 | 160,921 | 153,488 |
| Capital Expenditures - Developer Contributed Assets | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 |
| Capital Funding | (410,959) | (356,886) | (311,454) | (285,584) | (253,368) |
| | 124,670 | 110,799 | 97,144 | 99,681 | 102,274 |
| Balanced Budget | \$0 | \$0 | \$0 | \$0 | \$0 |
| Tax Increase | 3.11% | 2.97% | 2.96% | 2.97% | 2.96% |

SCHEDULE B:

| City of Richmond 5 Year Consolidated Amended Financial Plan 2016-2020 Capital Funding Sources (In \$000's) | | | | | |
|---|------------------|------------------|-----------------|-----------------|-----------------|
| | 2016 Amended | 2017 Amended | 2018 Amended | 2019 | 2020 |
| DCC Reserves | | | | | |
| Drainage DCC | 3,354 | 1,344 | - | 97 | 97 |
| Parks DCC | 16,570 | 7,289 | 5,361 | 5,643 | 5,408 |
| Roads DCC | 8,492 | 5,489 | 4,307 | 3,384 | 2,956 |
| Sanitary DCC | 582 | 724 | 1,943 | 23 | - |
| Water DCC | 1,231 | 755 | 527 | 290 | 866 |
| Total DCC Reserves | \$30,229 | \$15,601 | \$12,138 | \$9,437 | \$9,327 |
| Statutory Reserves | | | | | |
| Affordable Housing Reserve Fund | 1,114 | 625 | 625 | 625 | 625 |
| Capital Building and Infrastructure Reserve Fund | 600 | - | - | 1,000 | - |
| Capital Reserve Fund | 39,262 | 53,202 | 42,128 | 29,997 | 11,701 |
| Child Care | 60 | 50 | 50 | 50 | 50 |
| Drainage Improvement | 14,604 | 7,981 | 4,748 | 11,557 | 8,912 |
| Equipment Replacement Reserve Fund | 3,778 | 4,375 | 2,945 | 3,921 | 3,044 |
| Local Improvement Reserve | 1,011 | - | - | - | - |
| Public Art Program | 1,120 | 100 | 100 | 100 | 100 |
| Sanitary Sewer | 4,738 | 4,369 | 4,909 | 4,217 | 4,290 |
| Waterfront Improvement | - | - | 250 | - | - |
| Watermain Replacement | 7,000 | 7,873 | 8,428 | 7,987 | 7,902 |
| Total Statutory Reserves | 73,287 | 78,575 | 64,183 | 59,454 | 36,624 |
| Other Sources | | | | | |
| Appropriated Surplus | 8,491 | 5,004 | 7,649 | 5,378 | 3,524 |
| Enterprise Fund | 1,202 | 630 | 550 | 550 | 550 |
| Water Levy/Meter Stabilization | 2,217 | 1,320 | 1,320 | - | - |
| Grant and Developer Contribution | 30,923 | 21,805 | 10,500 | 10,440 | 10,040 |
| Total Other Sources | 42,833 | 28,759 | 20,019 | 16,368 | 14,114 |
| Total Capital Program | \$146,349 | \$122,935 | \$96,340 | \$85,259 | \$60,065 |

SCHEDULE C:

**CITY OF RICHMOND
5 YEAR CONSOLIDATED AMENDED FINANCIAL PLAN (2016-2020)
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 2016.

Table 1:

| Funding Source | % of Total Revenue |
|---|---------------------------|
| Property Taxes | 49.1% |
| User Fees | 24.4% |
| Sales of Services | 8.4% |
| Gaming Revenue | 4.5% |
| Investment Income | 3.6% |
| Payments in Lieu Of Taxes | 3.3% |
| Licenses and Permits | 2.3% |
| Grants | 1.9% |
| Other | 2.5% |
| Total Operating and Utility Funding Sources | 100.0% |

SCHEDULE C (CONT'D):

CITY OF RICHMOND
5 Year Consolidated AMENDED FINANCIAL PLAN (2016-2020)
STATEMENT OF POLICIES AND OBJECTIVES

Distribution of Property Taxes

Table 2 provides the estimated 2016 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.
- Continue economic development initiatives to attract businesses to the City of Richmond.

Table 2: (Estimated based on the 2016 Completed Roll figures)

| Property Class | % of Tax Burden |
|--------------------|-----------------|
| Residential (1) | 54.6% |
| Business (6) | 35.5% |
| Light Industry (5) | 8.2% |
| Others (2,4,8 & 9) | 1.7% |
| Total | 100.0% |

Permissive Tax Exemptions**Objective:**

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

Policy:

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



City of
Richmond

Bylaw 9616

**5 Year Consolidated Financial Plan (2016-2020) Bylaw 9521
Amendment Bylaw 9616**

The Council of the City of Richmond enacts as follows:

1. Schedule "A", Schedule "B", and Schedule "C" of the 5 Year Consolidated Financial Plan (2016-2020) Bylaw 9521, are deleted and replaced with Schedule "A", Schedule "B", and Schedule "C" attached to and forming part of this amendment bylaw.
2. This Bylaw is cited as **"5 Year Consolidated Financial Plan (2016-2020) Bylaw 9521, Amendment Bylaw 9616"**.

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:

| City of Richmond 5 Year Consolidated Amended Financial Plan 2016-2020 Revenue and Expenses (In \$000's) | | | | | |
|--|------------------|------------------|------------------|------------------|------------------|
| | 2016 Amended | 2017 Amended | 2018 Amended | 2019 | 2020 |
| Revenue: | | | | | |
| Property Taxes | 197,965 | 206,823 | 215,531 | 223,666 | 232,083 |
| User Fees | 98,303 | 102,953 | 107,361 | 110,771 | 115,129 |
| Sales of Services | 33,692 | 34,260 | 34,854 | 35,656 | 36,255 |
| Gaming Revenue | 18,088 | 18,400 | 18,400 | 18,400 | 18,400 |
| Investment Income | 14,694 | 14,694 | 14,694 | 14,694 | 14,694 |
| Payments In Lieu Of Taxes | 13,473 | 13,473 | 13,473 | 13,473 | 13,473 |
| Other Revenue | 9,929 | 9,803 | 9,906 | 10,029 | 10,159 |
| Licenses And Permits | 9,184 | 9,363 | 9,546 | 9,741 | 9,941 |
| Grant Revenue | 7,489 | 7,494 | 7,613 | 7,727 | 7,820 |
| Developer Contributed Assets | 55,000 | 55,000 | 55,000 | 55,000 | 55,000 |
| Development Cost Charges | 30,229 | 15,602 | 12,137 | 9,437 | 9,327 |
| Other Capital Funding Sources | 30,923 | 21,805 | 10,500 | 10,440 | 10,040 |
| | \$518,969 | \$509,670 | \$509,015 | \$519,034 | \$532,321 |
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| Community Services | 59,780 | 58,343 | 59,941 | 61,282 | 62,540 |
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SCHEDULE B:

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SCHEDULE C:

**CITY OF RICHMOND
5 YEAR CONSOLIDATED AMENDED FINANCIAL PLAN (2016-2020)
STATEMENT OF POLICIES AND OBJECTIVES**

Revenue Proportions By Funding Source

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| Other | 2.5% |
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SCHEDULE C (CONT'D):

CITY OF RICHMOND
5 Year Consolidated AMENDED FINANCIAL PLAN (2016-2020)
STATEMENT OF POLICIES AND OBJECTIVES

Distribution of Property Taxes

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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*.



**Richmond Zoning Bylaw 8500
Amendment Bylaw 8907 (RZ 11-586861)
7460 Ash Street**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"SINGLE DETACHED (ZS14) – SOUTH McLENNAN – CITY CENTRE"**.

P.I.D. 003-822-605

LOT 101 SECTION 15 BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER
DISTRICT PLAN 55441

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 8907"**.

FIRST READING

APR 27 2013

A PUBLIC HEARING WAS HELD ON

MAY 21 2013 DEC 16 2013

SECOND READING

DEC 16 2013

THIRD READING

DEC 16 2013

OTHER REQUIREMENTS SATISFIED

OCT 04 2016

ADOPTED



MAYOR

CORPORATE OFFICER



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9241 (RZ 10-516067)
6731, 6751 Eckersley Road AND 6740 Cooney Road**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended by:
 - a) inserting the following at the end of the table contained in Section 5.15.1:

| Zone | Sum Per Buildable Square Foot of Permitted Principal Building |
|--------|---|
| "ZLR26 | \$2.00 for housing, townhouse , \$4.00 for housing, apartment " |

- b) inserting the following into Section 18 (Site Specific Residential (Low Rise Apartment Zones), in numerical order:

"18.26 Mid Rise Apartment and Townhouse (ZLR26) – Brighthouse Village (City Centre)

18.26.1 Purpose

The zone provides for medium **density** apartments and townhouses and compatible **uses**.

18.26.2 Permitted Uses

- **housing, apartment**
- **housing, townhouse**

18.26.3 Secondary Uses

- **boarding and lodging**
- **child care**
- **community care facility, minor**
- **home business**

18.26.4 Permitted Density

1. The maximum **floor area ratio** is 1.2, together with an additional 0.1 **floor area ratio** provided that it is entirely used to accommodate **amenity space**.
2. Notwithstanding Section 18.26.4.1, the reference to "1.2" is increased to a higher **density** of "2.0" if the **owner**, at the time **Council** adopts a zoning amendment bylaw to include the **owner's lot** in the ZLR26 zone, pays into the **affordable housing reserve**, the sum of the buildable square foot rates applied to **housing, townhouse** and **housing, apartment** as specified in Section 5.15 of the Zoning Bylaw.

18.26.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 60% for **buildings**.

18.26.6 Yards & Setbacks

1. The minimum public **road setback** is:
 - a) 3.0 m from Eckersley Road;
 - b) 4.0 m for **housing, townhouse** and 3.0 m for an **housing, apartment** from Park Road; and
 - c) 3.0 m from Cooney Road
2. The minimum **yard setback** along the south **property line** is:
 - a) 3.0 m for **housing, townhouse**; and
 - b) 2.0 m for **housing, apartment**.
3. The minimum parking **structure setback** is:
 - a) 3.0 m from a public **road**; and
 - b) 0 m from a **rear yard**, provided that the parking **structure** is screened by a combination of trees, shrubs, ornamental plants or lawn as specified by a Development Permit approved by the **City**.

18.26.7 Permitted Heights

1. The maximum **height** for **housing, apartment** is 25.0 m.
2. The maximum **height** for **housing, townhouse** is 12.0 m.
3. The maximum **height** for **accessory buildings** and **accessory structures** is 5.0 m.

18.26.8 Subdivision Provisions/Minimum Lot Size

1. The minimum **lot area** requirement is 2,300 m².

18.26.9 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided according to the provisions of Section 6.0.

18.26.10 On-Site Parking and Loading

1. On-site **vehicle** and bicycle parking and loading shall be provided according to the standards set out in Section 7.0.

18.26.11 Other Regulations

1. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and the Specific Use Regulations in Section 5.0 apply."

2. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following parcels and by designating it **MID RISE APARTMENT AND TOWNHOUSE (ZLR26) – BRIGHOUSE VILLAGE (CITY CENTRE)**:

P.I.D. 004-057-945

Lot 48 Section 9 Block 4 North Range 6 West New Westminster District Plan 16523

P.I.D. 004-615-948

Lot 28 Section 9 Block 4 North Range 6 West New Westminster District Plan 16523

P.I.D. 004-927-583

Lot 27 Section 9 Block 4 North Range 6 West New Westminster District Plan 16523

3. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 9241”**.

FIRST READING

APR 27 2015

PUBLIC HEARING

MAY 19 2015

SECOND READING

MAY 19 2015

THIRD READING

MAY 19 2015

OTHER CONDITIONS SATISFIED

OCT 04 2016

ADOPTED



MAYOR

CORPORATE OFFICER



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9538 (16-723542)
10726/10728 River Drive**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"TWO-UNIT DWELLINGS (RD1)"**.

P.I.D. 009-354-328

Lot 1 Section 23 Block 5 North Range 6 West New Westminster District Plan 76587

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9538"**.

FIRST READING

MAY 24 2016

A PUBLIC HEARING WAS HELD ON

JUN 20 2016

SECOND READING

JUN 20 2016

THIRD READING

JUN 20 2016

OTHER CONDITIONS SATISFIED

OCT 04 2016

ADOPTED



MAYOR

CORPORATE OFFICER



City of Richmond

Report to Council

| | | | |
|--------------|--|--------------|-------------------------------------|
| To: | Richmond City Council | Date: | October 5, 2016 |
| From: | Joe Erceg Chair, Development Permit Panel | File: | 01-0100-20-DPER1- 01/2016-Vol 01 |
| Re: | Development Permit Panel Meeting Held on March 30, 2016 | | |

Staff Recommendation

1. That the recommendation of the Panel to authorize the issuance of:
 - a) A Development Permit (DP 10-516068) for the property at 8428 Park Road (formerly 6731, 6751 Eckersley Road and 6740 Cooney Road);be endorsed and the Permit so issued.



Joe Erceg
Chair, Development Permit Panel

SB:blg

Panel Report

The Development Permit Panel considered the following item at its meeting held on March 30, 2016.

DP 10-516068 – ANDREW CHEUNG ARCHITECTS INC. ON BEHALF OF 1044577 B.C. LTD., INC. NO. BC 1044577 – 8428 PARK ROAD
(FORMERLY 6731, 6751 ECKERSLEY ROAD AND 6740 COONEY ROAD
(March 30, 2016)

The Panel considered a Development Permit application to permit the construction of approximately 41 apartment units and eight (8) townhouse units on a site zoned Mid Rise Apartment and Townhouse (ZLR26) – Brighthouse Village (City Centre). No variances are included in the proposal.

Designer, Kassra Tavakoli, of Andrew Cheung Architects, Inc., and Landscape Architect, Alain Lamontagne, of Durante Kreuk, Ltd., provided a brief presentation, noting that:

- The apartment building anchors the corner of Eckersley Road and future Park Road and the proposed development softens the transition between the residential towers to the south and future low rise developments on the north side of the future Park Road.
- Required setbacks are provided, but the tight site has limited opportunities for landscaping.
- The proposed development aims to achieve LEED Silver equivalency, is designed to be connected to a future City Centre District Energy Utility, and central air conditioning is provided for all units.
- Stepped planters and stairs are proposed along the future Park Road frontage of the townhouse units to provide a better interface with the public realm.

In response to Panel queries, Mr. Lamontagne and Mr. Tavakoli advised that:

- The stepped planters provide screening to the exposed parkade walls.
- Usable patio spaces are provided.
- Lowering the elevation of the parkade would result in loss of some parking spaces.
- The outdoor amenity area can be accessed from the townhouse units.
- The main pedestrian entry area is highlighted with different paving treatment and wider staircases. Unit pavers are used in the loading area. Planting will be provided between the two (2) stretches of the ramp at the pedestrian entry to the apartment building.
- The outdoor amenity area is fully accessible and connected to the indoor amenity room.
- The applicant is coordinating with the strata management of the adjacent development to the south to fill the off-site gap area over a sanitary sewer that is being relocated.
- New Japanese Maple trees along Cooney Road will soften the townhouses west elevation.

Staff commented that all apartment units will be constructed to meet the Basic Universal Housing requirements and the proposed bicycle parking spaces have been increased by 30 percent; which exceeds the Zoning Bylaw requirement. In addition, the Servicing Agreement associated with the site includes: (i) frontage improvements for all three (3) street frontages and construction of Park Road extension; and (ii) installation of traffic signal at the intersection of Cooney Road and Park Road.

In response to a Panel query, staff confirmed that the proposed development softens the transition to the future low-rise development on the north side of the future Park Road.

No correspondence was submitted to the Development Permit Panel regarding the application.

Ms. Teresa Li addressed the Panel, expressing concern regarding whether Cooney Road and Eckersley Road will be connected. In response to the query, the Chair advised that a future Park Road extension will be constructed to connect the two (2) roads.

The Panel acknowledged support for the project, noting that the proposed development will enhance the streetscape of the future Park Road extension. Also, the Panel advised the applicant to ensure long-term maintenance for the proposed terraced planters.

The Panel recommends that the Permit be issued.