



City Council

Council Chambers, City Hall
6911 No. 3 Road

Monday, October 28, 2013
7:00 p.m.

Pg. # ITEM

MINUTES

1. (1) *Motion to adopt:*
 - CNCL-13 (a) *the minutes of the Regular Council Meeting held on Tuesday, October 15, 2013;*
 - CNCL-29 (b) *the minutes of the Regular Council Meeting for Public Hearings held on Monday, October 21, 2013; and*
 - CNCL-38 (2) *Motion to receive for information the Metro Vancouver 'Board in Brief' dated Friday, October 11, 2013.*



AGENDA ADDITIONS & DELETIONS

PRESENTATION

Presentation of "Freedom of the City" to Greg Halsey-Brandt

COMMITTEE OF THE WHOLE

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



3. Delegations from the floor on Agenda items.

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

4. *Motion to rise and report.*



RATIFICATION OF COMMITTEE ACTION

CONSENT AGENDA

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

CONSENT AGENDA HIGHLIGHTS

- Receipt of Committee minutes
- Lower Mainland District Regional Police Service Integrated Team Annual Report 2012/13
- Annual Report from City Citizen Representatives to the Vancouver International Airport Aeronautical Noise Management Committee (YVR ANMC)
- Draft Federal Policy - Additions To Reserve/Reserve Creation
- Application by the City of Richmond for a Heritage Alteration Permit at 3811 Moncton Street
- Land use applications for first reading (to be further considered at the Public Hearing on Monday, November 18, 2013):
 - Official Community Plan Amendment Bylaws - Bridgeport Area Plan Amendment - McKessock Neighbourhood
 - 6580 Francis Road – Rezone from RS1/E to RS2/C (Rav Bains – applicant)
 - 5580 and 5600 Parkwood Way – Rezone from IB1 to CV (Kasian Architecture Interior Design and Planning – applicant)
 - 4991 No. 5 Road – Rezone from SI to RTM2 (Interface Architecture Inc. – applicant)

Council Agenda – Monday, October 28, 2013

Pg. #

ITEM

- 22691 and 22711 Westminster Highway – Rezone from RS1/F to ZT11 (Jordan Kutev Architects Inc. – applicant)
- TransLink 2014 Capital Program Cost-Sharing Submissions
- Universal Single-Family Water Meter Program – 4966P
- Green Fleet Action Plan

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

☐

Consent
Agenda
Item

6. **COMMITTEE MINUTES**

That the minutes of:

- CNCL-42 (1) *the Community Safety Committee meeting held on Wednesday, October 16, 2013;*
- CNCL-49 (2) *the General Purposes Committee meeting held on Monday, October 21, 2013;*
- CNCL-54 (3) *the Planning Committee meeting held on Tuesday, October 22, 2013;*
- CNCL-61 (4) *the Public Works & Transportation Committee meeting held on Wednesday, October 23, 2013;*

be received for information.

☐

Consent
Agenda
Item

7. **LOWER MAINLAND DISTRICT REGIONAL POLICE SERVICE
INTEGRATED TEAM ANNUAL REPORT 2012/13**

(File Ref. No. 09-5350-01) (REDMS No. 3983025 v.8)

CNCL-67

See Page CNCL-67 for full report

COMMUNITY SAFETY COMMITTEE RECOMMENDATION

- (1) *That the report titled “Lower Mainland District Regional Police Service Integrated Team Annual Report 2012/2013” from the General Manager, Law and Community Safety, dated September 24, 2013, be received for information; and*
- (2) *That the Officer in Charge of the Integrated Teams be invited to attend a Community Safety Committee meeting to more fully explain the services provided and the basis of all cost allocations.*

☐

Pg. # ITEM

Consent
Agenda
Item

8. **ANNUAL REPORT FROM CITY CITIZEN REPRESENTATIVES TO THE VANCOUVER INTERNATIONAL AIRPORT AERONAUTICAL NOISE MANAGEMENT COMMITTEE (YVR ANMC)**

(File Ref. No. 01-0153-04-01) (REDMS No. 3852220 v.4)

CNCL-78

See Page **CNCL-78** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That staff be directed to explore the recommendations of the City's citizen representatives to the YVR ANMC as outlined in Attachment 1 and provide a status update as part of the annual reporting process in 2014; and*
- (2) *That the reporting to General Purposes Committee of the City's citizen representatives to the YVR ANMC be revised from semi-annually to annually in light of the reduced YVR ANMC meeting frequency.*

Consent
Agenda
Item

9. **DRAFT FEDERAL POLICY - ADDITIONS TO RESERVE/RESERVE CREATION**

(File Ref. No. 01-0010-00) (REDMS No. 4004073)

CNCL-89

See Page **CNCL-89** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That Council endorse Metro Vancouver's comments with respect to the Draft Federal Policy on Additions to Reserve/Reserve Creation, as outlined in their September 2013 review prepared by the Metro Vancouver Aboriginal Relations Committee (Attachment 2); and*
- (2) *That Council write to the Minister of Aboriginal Affairs and Northern Development Canada expressing the City's strong concerns with the Draft Federal Policy on Additions-to-Reserve/Reserve Creation, and copies be sent to MP Kerry- Lynne Findlay, MP Alice Wong, FCM, Raymond Louie, Second Vice-President of FCM, UBCM and the Metro Vancouver Board. (Attachment 4).*

Consent
Agenda
Item

10. **APPLICATION BY THE CITY OF RICHMOND FOR A HERITAGE ALTERATION PERMIT AT 3811 MONCTON STREET**
(File Ref. No. 12-8060-20-5560; HA 13-636133) (REDMS No. 3890929)

CNCL-141

See Page **CNCL-141** for full report

PLANNING COMMITTEE RECOMMENDATION

That a Heritage Alteration Permit be issued which would:

- (1) *Permit the installation of two (2) fascia signs on the Steveston Museum at 3811 Moncton Street in Steveston; and*
- (2) *Vary the provisions of Richmond Sign Regulation Bylaw 5560 to:*
 - (a) *allow a fascia sign to extend above the top of the wall to which it is affixed; and*
 - (b) *reduce the minimum clearance between the underside of a hanging sign and the ground from 2.4 m to 2.19 m.*

Consent
Agenda
Item

11. **BRIDGEPORT AREA PLAN AMENDMENT BYLAW 9024 - MCKESSOCK NEIGHBOURHOOD**
(File Ref. No. 12-8060-20-9024; 08-4045-20-12) (REDMS No. 3819194)

CNCL-165

See Page **CNCL-165** for full report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That Richmond Official Community Plan (OCP) Bylaw 7100, Amendment Bylaw 9024, to amend the Bridgeport Area Plan (Schedule 2.12) with respect to the land use designations in the McKessock Neighbourhood, be introduced and given first reading;*
- (2) *That Bylaw 9024, having been considered in conjunction with:*
 - (a) *The City's Financial Plan and Capital Program; and*
 - (b) *The Metro Vancouver Regional District Solid Waste and Liquid Waste Management Plans;*

is hereby deemed to be consistent with said program and plans, in accordance with Section 882 (3) (a) of the Local Government Act;
- (3) *That Bylaw 9024, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, be referred to the:*
 - (a) *Vancouver International Airport Authority for formal comment; and*
 - (b) *Board of Education School District No. 38 (Richmond) for information*

on or before the Public Hearing on November 18, 2013; and

- (4) *That the Public Hearing notification area be extended to that area shown on the first page of Attachment 2.*

Consent
Agenda
Item

12. **APPLICATION BY RAV BAINS FOR REZONING AT 6580 FRANCIS ROAD FROM SINGLE DETACHED (RS1/E) TO SINGLE DETACHED (RS2/C)**

(File Ref. No. 12-8060-20-9061; RZ 13-639817) (REDMS No. 3995085)

CNCL-193

See Page CNCL-193 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9061, for the rezoning of 6580 Francis Road from “Single Detached (RS1/E)” to “Single Detached (RS2/C)”, be introduced and given first reading.

Consent
Agenda
Item

13. **APPLICATION BY KASIAN ARCHITECTURE INTERIOR DESIGN AND PLANNING FOR REZONING AT 5580 AND 5600 PARKWOOD WAY FROM "INDUSTRIAL BUSINESS PARK (IB1)" TO "VEHICLE SALES (CV)"**

(File Ref. No. 12-8060-20-9052/9053/9054; RZ 12-626430) (REDMS No. 3896084)

CNCL-208

See Page CNCL-208 for full report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9052, to amend the City of Richmond 2041 Land Use Map (Schedule 1) to redesignate 5580 and 5600 Parkwood Way from "Mixed Employment" to "Commercial", be introduced and given first reading;*
- (2) *That Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 9053, to amend Schedule 2.11B – the East Cambie Area Plan to redesignate 5580 and 5600 Parkwood Way from "Industrial" to "Commercial" in the Land Use Map, be introduced and given first reading;*
- (3) *That Bylaws 9052 and 9053, having been considered in conjunction with:*
- (a) *the City’s Financial Plan and Capital Program;*
 - (b) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;*
- are hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act;*

- (4) *That Bylaws 9052 and 9053, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, are hereby deemed not to require further consultation; and*
- (5) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9054, for the rezoning of 5580 and 5600 Parkwood Way from "Industrial Business Park (IB1)" to "Vehicle Sales (CV)", be introduced and given first reading.*

Consent
Agenda
Item

14. **APPLICATION BY INTERFACE ARCHITECTURE INC. FOR REZONING AT 4991 NO. 5 ROAD FROM SCHOOL & INSTITUTIONAL USE (SI) TO MEDIUM DENSITY TOWNHOUSES (RTM2)**

(File Ref. No. 12-8060-20-8947/8948/8986; RZ 11-593406) (REDMS No. 3980319 v.2)

CNCL-232

See Page CNCL-232 for full report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That Official Community Plan Amendment Bylaw 8947, to redesignate 4991 No. 5 Road from "Commercial" to "Neighbourhood Residential" in Attachment 1 to Schedule 1 of Official Community Plan Bylaw 9000 (City of Richmond 2041 OCP Land Use Map), be introduced and given first reading;*
- (2) *That Official Community Plan Amendment Bylaw 8948, to redesignate 4991 No. 5 Road from "School/Park Institutional" to "Residential" in Schedule 2.11B of Official Community Plan Bylaw 7100 (East Cambie Area Plan Land Use Map), be introduced and given first reading;*
- (3) *That Bylaws 8947 and 8948, having been considered in conjunction with:*
 - (a) *The City's Financial Plan and Capital Program; and*
 - (b) *The Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;**are hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act;*
- (4) *That Bylaws 8947 and 8948, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby deemed not to require further consultation; and*
- (5) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 8986, for the rezoning of 4991 No. 5 Road from "School & Institutional Use (SI)" to "Medium Density Townhouses (RTM2)", be introduced and given first reading.*

Pg. # ITEM

Consent
Agenda
Item

15. **APPLICATION BY JORDAN KUTEV ARCHITECTS INC. FOR REZONING AT 22691 AND 22711 WESTMINSTER HIGHWAY FROM SINGLE DETACHED (RS1/F) TO TOWN HOUSING - HAMILTON (ZT11)**

(File Ref. No. 12-8060-20-9064; RZ 11-590130) (REDMS No. 3998291)

CNCL-308

See Page **CNCL-308** for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9064, for the rezoning of 22691 and 22711 Westminster Highway from “Single Detached (RS1/F)” to “Town Housing - Hamilton (ZT11)”, be introduced and given first reading.

Consent
Agenda
Item

16. **TRANSLINK 2014 CAPITAL PROGRAM COST-SHARING SUBMISSIONS**

(File Ref. No. 01-0154-04) (REDMS No. 4001650)

CNCL-333

See Page **CNCL-333** for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

(1) *That the submission of:*

- (a) *road improvement project for cost-sharing as part of the TransLink 2014 Major Road Network & Bike (MRNB) Upgrade Program,*
- (b) *bicycle facility improvement project for cost-sharing as part of the TransLink 2014 Bicycle Infrastructure Capital Cost-Sharing (BICCS) Regional Needs Program, and*
- (c) *transit facility improvements for cost-sharing as part of the TransLink 2014 Transit-Related Road Infrastructure Program,*

as described in the staff report, be endorsed; and

(2) *That, should the above submissions be successful and the projects receive Council approval via the annual capital budget process, the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the funding agreements and the 2014 Capital Plan and the 5-Year Financial Plan (2014-2018) be updated accordingly dependant on the timing of the budget process.*

Council Agenda – Monday, October 28, 2013

Pg. # ITEM

Consent
Agenda
Item

17. **UNIVERSAL SINGLE-FAMILY WATER METER PROGRAM – 4966P**
(File Ref. No. 10-6650-02) (REDMS No. 3989995 v.2)

CNCL-338

See Page **CNCL-338** for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE
RECOMMENDATION

That the Universal Single-Family Water Meter Program be contracted to Neptune Technology Group (Canada) Ltd. for a six-month term with a City option to extend to a three-year term.

Consent
Agenda
Item

18. **GREEN FLEET ACTION PLAN**
(File Ref. No. 02-0780-00) (REDMS No. 3982693 v.2)

CNCL-342

See Page **CNCL-342** for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE
RECOMMENDATION

That the “Richmond Green Fleet Action Plan” as outlined in the report from the Director, Public Works Operations dated September 24, 2013, be approved as the City of Richmond’s action plan and business strategy for improving fuel efficiency, reducing greenhouse gas emissions and reducing overall environmental impact of equipment and vehicle operations.

CONSIDERATION OF MATTERS REMOVED FROM THE
CONSENT AGENDA

NON-CONSENT AGENDA ITEMS

PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

- CNCL-429** Richmond Zoning Bylaw No. 5300, Amendment **Bylaw No. 8501**
(9560, 9580 Cambie Road and 9531, 9551, 9571 Odlin Road, RZ 04-270168)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

☐

- CNCL-432** Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 8970**
(10251 Bird Road, RZ 12-615299)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

☐

- CNCL-434** Permissive Exemption (2014) Bylaw **Bylaw No. 9046**
Opposed at 1st/2nd/3rd Readings – None.

☐

- CNCL-469** Inter-Municipal Business Licence Bylaw No. 9040, Amendment **Bylaw No. 9047**
Opposed at 1st/2nd/3rd Readings – None.

☐

DEVELOPMENT PERMIT PANEL

19. RECOMMENDATION

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

- CNCL-470** (1) *That the minutes of the Development Permit Panel meeting held on*
CNCL-479 *Wednesday, October 16, 2013, and the Chair's report for the*
Development Permit Panel meetings held on October 16, 2013 and
April 24, 2013, be received for information; and

Council Agenda – Monday, October 28, 2013

Pg. #

ITEM

- (2) *That the recommendations of the Panel to authorize the issuance of:*
- (a) *a Development Permit (DP 13-631492) for the properties at 9311, 9331, 9393, 9431, 9451 and 9471 Alexandra Road; and*
- (b) *a Development Permit (DP 13-631971) for the property at 10880 Granville Avenue;*
- be endorsed, and the Permits so issued.*

☐

ADJOURNMENT

☐



Regular Council Meeting

Tuesday, October 15, 2013

Time: 7:00 p.m.

Place: Council Chambers
Richmond City Hall

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

Corporate Officer – David Weber

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

RES NO. ITEM

MINUTES

- R13/17-1 1. It was moved and seconded
That:
- (1) *That:*
- (a) *the minutes of the Regular Council Meeting held on Monday, September 23, 2013;*
- (b) *the minutes of the Special Council Meeting held on Monday, October 7, 2013;*
- each be adopted as circulated; and*

1.



Regular Council Meeting
Tuesday, October 15, 2013

- (2) *the Metro Vancouver 'Board in Brief' dated Friday, September 27, 2013 be received for information.*

CARRIED

PRESENTATION

With the aid of a PowerPoint presentation (copy on file, City Clerk's Office), Giovanni Sy, Artistic Director, Gateway Theatre, accompanied by Suzanne Haines, General Manager, Gateway Theatre, provided highlights of Gateway 2028.

- Gateway 2028 is a fifteen year artist vision that looks toward sustainability and celebrates the dynamic city we live in.
- Gateway 2028 is divided into three 5-year phases. Each phase sees the addition of a new professional theatre subscription series with each series reflecting an aspect of the community.
- The renamed Gateway Signature Series is at the heart of Gateway Theatre program.
- Phase one will begin in August 2014 with the launch of the Gateway to the Pacific Festival. By 2016 the Gateway to the Pacific Festival will become the Gateway Pacific Series, subscription Chinese language dramas with English subtitles, celebrating our diversity.
- Phase two will introduce the Gateway Junior Series, a professional theatre series specifically tailored to young audiences.
- Phase three introduces the Gateway Greenhouse Series that showcases theatrical innovation fostering creativity, encouraging risk-taking by pushing the boundaries of theatrical form and content.
- Gateway 2028 will also introduce the Gateway Pass which entitles a pass holder unlimited access to any plays in any of the subscription series for a flat monthly fee.

Murray Steer, Director, Public Works Association of BC, presented the 2013 Project of the Year Award for the Alexandra District Energy Utility Project (ADEU).



Regular Council Meeting
Tuesday, October 15, 2013

Milton Chan, Manager, Engineering Design & Construction, stated that the first phase has recently been completed providing a centralized heating source, using geothermal energy, to the residents and future businesses in the Alexandra neighbourhood.

COMMITTEE OF THE WHOLE

- R13/17-2 2. It was moved and seconded
That Council resolve into Committee of the Whole to hear delegations on agenda items (7.23 p.m.).

CARRIED

3. Delegations from the floor on Agenda items.

Item No. 18 – Application by First Richmond North Shopping Centres Ltd. for Rezoning at 4660, 4680, 4700, 4720, 4740 Garden City Road and 9040, 9060, 9080, 9180, 9200, 9260, 9280, 9320, 9340, 9360, 9400, 9420, 9440, 9480, 9500 Alexandra Road from "Single Detached ((RS1/F))" to "Neighbourhood Commercial (ZC32) - West Cambie Area" and "School & Institutional (SI)"

Jim Wright, 8300 Osgoode Drive, spoke to the proposed rezoning application and read from his submission (attached to and forming part of these Minutes as **Schedule 1**).

Item No. 18 – Rezoning application by First Richmond North Shopping Centres Ltd.

Carol Day, Seahurst Road, read from her submission (attached to and forming part of these Minutes as **Schedule 2**).

Item No. 18 – Rezoning application by First Richmond North Shopping Centres Ltd.

Vincent Chu, 4471 Westminster Highway, stated that the proposed development could affect environmentally sensitive areas within the area and endanger air, water and food sources for following generations.



Regular Council Meeting
Tuesday, October 15, 2013

Item No. 15 – City of Richmond 2022 Parks and Open Space Strategy & Item
No. 18 – Rezoning application by First Richmond North Shopping Centres
Ltd.

Michael Wolfe, 9731 Odlin Road, stated that he generally supported the City of Richmond 2022 Parks and Open Space Strategy (POSS) citing the priorities of Council Term Goal #10 Community. In terms of Table 1: POSS Focus Areas and Outcome Statements, Mr. Wolfe suggested there had been a decline in health and wellness due to the lack of access, overcrowding, and loss of park and green space. Mr. Wolfe was concerned that the strategy did not include the Garden City Lands or address pre-loading issues related to new development. The City's parks and open spaces must be sustainability managed for a shared natural heritage.

Mr. Wolfe, speaking to Item No. 18 on the agenda, stated that he was opposed to the rezoning application as it does not meet the priorities of Council Term Goal #10 Community Wellness to help children and youth build healthy habits. He indicated that the proposal will also destroy the potential for park and trail system connectivity.

Item No. 14 Cambie Road/Mueller Development Park – Public Consultation
& Item No. 15 – City of Richmond 2022 Parks and Open Space Strategy

Peter Mitchell, 6271 Nanika Crescent, spoke to the Cambie Road/Mueller Development Park and read from his submission (attached to and forming part of these Minutes as Schedule 3).

Mr. Mitchell, speaking to the City of Richmond 2022 Parks and Open Space Strategy, read from his submission (attached to and forming part of these Minutes as Schedule 4).

- R13/17-3 4. It was moved and seconded
 That Committee rise and report (7:49 p.m.).

CARRIED



Regular Council Meeting
Tuesday, October 15, 2013

CONSENT AGENDA

- R13/17-4 5. It was moved and seconded
That Items 6 through 16 be adopted by general consent.

CARRIED

6. **COMMITTEE MINUTES**

That the minutes of:

- (1) *the Finance Committee meeting held on Monday, October 7, 2013;*
 - (2) *the General Purposes Committee meeting held on Monday, October 7, 2013;*
 - (3) *the Parks, Recreation & Cultural Services Committee meeting held on Tuesday, September 24, 2013;*
 - (4) *the Planning Committee meeting held on Tuesday, October 8, 2013;*
- be received for information.*

ADOPTED ON CONSENT

7. **AGEING INFRASTRUCTURE PLANNING – 2013 UPDATE**
(File Ref. No. 10-6060-01/2013) (REDMS No. 3878967 v.3)

That the Ageing Infrastructure Planning – 2013 Update be utilized as input in the annual utility rate review and capital program process as described in the staff report dated August 14, 2013 from the Director, Engineering.

ADOPTED ON CONSENT

8. **BYLAW 9046 – PERMISSIVE EXEMPTION (2014) BYLAW**
(File Ref. No. 12-8060-20-9046; XR: 03-0925-02-01) (REDMS No. 3924024, 3924209)

That Permissive Exemption (2014) Bylaw No. 9046 be introduced and given first, second, and third readings.

ADOPTED ON CONSENT



Regular Council Meeting
Tuesday, October 15, 2013

9. **CONSOLIDATED FEES BYLAW NO. 8636, AMENDMENT BYLAW NO. 9058**

(File Ref. No. 12-8060-20-9058) (REDMS No. 3979986, 3961871)

That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9058 be introduced and given first, second and third readings.

ADOPTED ON CONSENT

10. **FLAGS POLICY**

(File Ref. No. 01-0175-00) (REDMS No. 3862456 v.6, 1351725)

(1) That Policy 1305 – “Flags” (Attachment 1) adopted by Council on June 23, 1986 be rescinded; and

(2) That the proposed Flags Policy (Attachment 2), as amended by Committee, be adopted.

ADOPTED ON CONSENT

11. **ALTERNATIVE APPROVAL PROCESS AND NOTIFICATION OPTIONS FOR CAMBLE FIELD - SALE OF PARK BYLAW 8927 (3651 SEXSMITH ROAD)**

(File Ref. No. 12-8060-20-8927; XR: 12-8000-20-008) (REDMS No. 3733984 v.4, 3763932)

(1) That, only following third reading of Camble Field – Sale of Park Bylaw 8927, an Alternative Approval Process be conducted under the following parameters:

(a) The deadline for receiving completed elector response forms is 5:00 pm (PST) on Friday, January 17, 2014;

(b) The elector response form is substantially in the form as found in Attachment 1 to the staff report dated October 4, 2013 from the Director, City Clerk's Office;

(c) The number of eligible electors is determined to be 131,082 and the ten percent threshold for the AAP is determined to be 13,108; and



Regular Council Meeting
Tuesday, October 15, 2013

- (2) *That an enhanced public notification process be undertaken for the Cambie Field – Sale of Park Bylaw 8927 Alternative Approval Process which includes a summarized news release being sent to the media, including the Richmond News, the Richmond Review, the Ming Pao, and the Sing Tao newspapers, an official legal notice in the City section of the Richmond Review, and a mailed notice in addition to the prescribed statutory notification requirements.*

ADOPTED ON CONSENT

12. **BRANSCOMBE HOUSE – FUTURE USES**
(File Ref. No. 11-7140-20-BHOU1) (REDMS No. 3894270)

That staff consider the feasibility of an artist in residence upon completion of the Branscombe House and obtain expressions of interest for other possible uses.

ADOPTED ON CONSENT

13. **CITY WIDE ARTEFACT COLLECTIONS POLICY**
(File Ref. No. 08-4200-00) (REDMS No. 3870503, 3857101, 3836587)

That the City Wide Artefact Collections Policy (included as Attachment I in the staff report dated September 6, 2013, from the Director, Arts, Culture & Heritage Services) be adopted.

ADOPTED ON CONSENT

14. **CAMBIE ROAD/MUELLER DEVELOPMENT PARK – PUBLIC CONSULTATION**
(File Ref. No. 06-2345-20CMUE1; XR: 06-2345-20-CCPA1) (REDMS No. 3941393 v.6, 3913571)

That the design concept for Cambie Road/Mueller Development Park, as described in Attachment I of the staff report, dated September 5, 2013, from the Senior Manager, Parks, be approved.

ADOPTED ON CONSENT



Regular Council Meeting
Tuesday, October 15, 2013

15. CITY OF RICHMOND 2022 PARKS AND OPEN SPACE STRATEGY
(File Ref. No. 06-2345-03) (REDMS No. 3897705 v.3, 3907066)

- (1) *That the 2022 Parks and Open Space Strategy as outlined in the staff report titled City of Richmond 2022 Parks and Open Space Strategy dated June 28, 2013 from the Senior Manager, Parks be endorsed as the guide for the delivery of Parks Services; and*
- (2) *That the 2022 Parks and Open Space Strategy be forwarded to the Richmond School Board for their information.*

ADOPTED ON CONSENT

16. HOUSING AGREEMENT BYLAW NO. 8862 TO PERMIT THE CITY OF RICHMOND TO SECURE AFFORDABLE HOUSING UNITS LOCATED AT 9500 CAMBIE ROAD (0890784 BC LTD.)
(File Ref. No. 12-8060-20-8862) (REDMS No. 3967284, 3981883)

That Housing Agreement (9500 Cambie Road) Bylaw No. 8862 be introduced and given first, second, and third readings to permit the City, once Bylaw No. 8862 has been adopted, to enter into a Housing Agreement substantially in the form attached hereto, in accordance with the requirements of s. 905 of the Local Government Act, to secure the Affordable Housing Units required as a condition of Rezoning Application No. 10-557519.

ADOPTED ON CONSENT

CONSIDERATION OF MATTERS REMOVED FROM THE
CONSENT AGENDA

NON-CONSENT AGENDA ITEMS



Regular Council Meeting
Tuesday, October 15, 2013

PUBLIC WORKS & TRANSPORTATION COMMITTEE –
Councillor Linda Barnes, Chair

17. **ENHANCED PESTICIDE MANAGEMENT PROGRAM**
(File Ref. No. 10-6125-04-01) (REDMS No. 3960199, 3965077, 3900982, 3867152, 3890706)

R13/17-5

It was moved and seconded

That the Enhanced portion of the Enhanced Pesticide Management Program be extended until the end of 2014.

CARRIED

PLANNING COMMITTEE –
Councillor Bill McNulty, Chair

18. **APPLICATION BY FIRST RICHMOND NORTH SHOPPING CENTRES LTD. FOR REZONING AT 4660,4680,4700, 4720, 4740 GARDEN CITY ROAD AND 9040, 9060, 9080, 9180, 9200, 9260, 9280, 9320, 9340, 9360, 9400, 9420, 9440, 9480, 9500 ALEXANDRA ROAD FROM "SINGLE DETACHED ((RS1/T))" TO "NEIGHBOURHOOD COMMERCIAL (ZC32) - WEST CAMBIE AREA" AND "SCHOOL & INSTITUTIONAL (SI)"**
(File Ref. No. 12-8060-20-8864/8865/8973, RZ 10-528877; 06-2275-20-416-001) (REDMS No. 3979427 v.7, 3990232, 3991560, 4004411, 4005068, 4013570)

R13/17-6

It was moved and seconded

(1) *That Official Community Plan Bylaw 7100, Amendment Bylaw 8865, to amend the Alexandra Neighbourhood Land Use Map in Schedule 2.11.A of West Cambie Area Plan (WCAP) as shown on the proposed amendment plan to:*

- (a) *reduce the minimum density permitted from 1.25 to 0.60 FAR in Mixed Use Area A;*
- (b) *adjust the proposed alignment of May Drive within the development lands; and*



Regular Council Meeting
Tuesday, October 15, 2013

(c) reduce the "Park" designation over portions of 9440, 9480 and 9500 Alexandra Road;

be introduced and given first reading;

(2) That Official Community Plan Bylaw 9000, Amendment Bylaw 8973, to amend Attachment 2 to Schedule 1 of the Official Community Plan "2041 OCP ESA Map" to eliminate the Environmentally Sensitive Area (ESA) designation for 9440, 9480 and 9500 Alexandra Road, be introduced and given first reading;

(3) That Official Community Plan Bylaw 7100 Amendment Bylaw 8865 and Official Community Plan Bylaw 9000 Amendment Bylaw 8973, having been considered in conjunction with:

(a) the City's Financial Plan and Capital Program; and

(b) the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;

is hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act;

(4) That Official Community Plan Bylaw 7100 Amendment Bylaw 8865 and OCP Bylaw 9000 Amendment Bylaw 8973 having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, are hereby deemed not to require further consultation; and

(5) That Richmond Zoning Bylaw 8500, Amendment Bylaw 8864 to create the "Neighbourhood Commercial (ZC32) – West Cambie Area" zone and rezone 4660, 4680, 4700, 4720, 4740 Garden City Road and 9040, 9060, 9080, 9180, 9200, 9260, 9280, 9320, 9340, 9360, 9400, 9420, 9440, 9480 and 9500 Alexandra Road from "Single Detached (RS1/F)" to "Neighbourhood Commercial (ZC32) – West Cambie Area" and "School & Institutional (SI)", be introduced and given first reading.

CARRIED

OPPOSED: Cllr. Steves



Regular Council Meeting
Tuesday, October 15, 2013

BYLAWS FOR ADOPTION

R13/17-7

It was moved and seconded

That the following bylaws be adopted:

*Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 8963
(9111 Williams Road, RZ 12-613927)*

*Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9006
(11351 No. 2 Road, RZ 12-605932)*

*Richmond Official Community Plan Bylaw 9000, Amendment Bylaw No.
9016
(9311, 9331 and Western Half of 9393 Alexandra Road, RZ 12-598503)*

*Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9017
(9311, 9331, 9393, 9431, 9451 and 9471 Alexandra Road, RZ 12-598503)*

*Richmond Official Community Plan Bylaw 7100, Amendment Bylaw No.
9021
(9311, 9331, 9393, 9431, 9451 and 9471 Alexandra Road, RZ 12-598503)*

*Termination of Housing Agreement at 9393 Alexandra Road (formerly
9371 and 9411 Alexandra Road) Bylaw No. 9022*

*Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9026
(10291 Bird Road, RZ 12-598660)*

*Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9029
(10480 Williams Road, RZ 13-631570)*

CARRIED

DEVELOPMENT PERMIT PANEL

R13/17-8

19. It was moved and seconded

*(1) That the minutes of the Development Permit Panel meetings held on
Wednesday, August 28, 2013 and Wednesday, September 11, 2013,
and the Chair's report for the Development Permit Panel meeting
held on Wednesday, June 12, 2013 be received for information; and*



Regular Council Meeting
Tuesday, October 15, 2013

- (2) *That the recommendation of the Panel to authorize the issuance of a Development Permit (DP 13-629421) for the property at 9111 Williams Road be endorsed, and the Permit so issued.*

CARRIED

ADJOURNMENT

R13/17-9

It was moved and seconded
That the meeting adjourn (8:58 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the Regular Meeting of the Council of the City of Richmond held on Tuesday, October 15, 2013.

Mayor (Malcolm D. Brodie)

Corporate Officer (David Weber)

I'm Jim Wright, 8300 Osgoode Drive, speaking on Item 18 as a concerned citizen.

Mayor Brodie and councillors,

First, to be clear, I'm addressing the **Walmart** mall proposal. In the agenda package, the director of development has identified **Walmart** by name as the anchor store. I see **Walmart** and its joint venture partner SmartCentres as the developers, who list ways the city would gain from their mall. It is therefore fair when citizens list ways that Richmond would *lose*. I'm mentioning that because citizens speaking at the last planning committee meeting were criticized when they referred to **Walmart**.

Now to the main topic. Obviously, the Walmart mall proposal should go to public hearing *but not* when the shortcomings are too great. **Significantly**, two years ago the Walmart mall proposal was slowed down when a giant developer called Polygon identified problems. Polygon has holdings on Alexandra Road on the **north** side of the Walmart mall, which would bring down the value of the condos Polygon wants to sell. Polygon showed how to add living screens of vegetation and got the bonus of a greenspace on a mall parkade rooftop. When Polygon speaks, the City of Richmond jumps. Polygon condos will now have green views to look at and a quasi-park to use.

Now let's shift from Polygon on the **north** side of the mall to **citizens** on the **south** side. For vital reasons, I and others keep pointing out the priceless legacy views from the Garden City Lands area to the **south**, which the Walmart mall would **devastate**. Citizens in that area deserve at least as much love from the City of Richmond as Polygon does. So do *all* citizens who want to enjoy the wonderful setting of *our* central park, the Garden City Lands. It is no harder to save the priceless views for all the citizens struggling to make ends meet than it is to go along with a deal for Polygon and its fellow billionaires of Walmart and SmartCentres.

Here is one clear case of equal or **unequal** treatment of billionaires and us citizens: the views being snatched from the citizens forever need to be *protected and restored before* the proposal goes to public hearing. **This is urgent**. As with Polygon condo views, the people's green views *have a better chance of being saved if they become part of what council recommends*. Local citizens with hard-earned savings (or net debt or nothing) deserve **equal treatment** with billionaires.

This is a land-use issue for a *central* piece of land. It is also an opportunity to make a principled stand. In my experience, the council members are typically principled people, but this city has had **systemic** favoring of developers for so long that I've felt a need to point it out in this crucial decision, with the future of Richmond hanging in the balance. Since you want to act in the best interests of the people of Richmond, please do **not** vote to move this deficient proposal to public hearing until community concerns have been addressed as well as Polygon's.

Richmond Council,

SmartCentres, which develops malls with Walmart, should be smart and propose that the new Walmart in the West Cambie Area be a Walmart neighbourhood store. These more compact stores are smaller and tailored to the communities they serve. There are now 286 stores called "Walmart Market", and they are about 40,000 sq ft as opposed to the more than 160,000 sq ft proposed by the Walmart mall developers, which is larger than the community plan specifies.

The City of Richmond created the West Cambie Area Plan as part of the Official Community Plan for a reason: to create a sustainable "complete and balanced" community. The plan states "Under no circumstances should design teams consider this character area as being solely 'highway-orientated.' Development along Alderbridge must be compact, urban form and meet high standards of site planning and urban design."

A Big Box store does not serve the needs of the "Character Area". It mainly draws shoppers from outside the area and even outside the city. West Cambie deserves a community mall like the Terra Nova, Seafair, Ironwood, Blundell and Garden City malls. Normally Big Box stores are located in areas off the beaten track and along major highways, not in new communities like West Cambie that are struggling to find their special identity.

A perfect example of a smart plan is the new 33,000 sq ft "Walmart Neighborhood Market" in Lake Oswego, Oregon. It opened to rave reviews, and at the grand opening the store donated \$10,000 to local charities. This is the kind of neighbour West Cambie needs in order to be a sustainable character community. We should not sell this community short by allowing a development that will overshadow the community and change the character and livability of the area forever.

In 2008 the City of Vancouver decided that the proposed Walmart for Marine Drive was not a good fit, and I suggest that it is not a good fit for this area of Richmond either. We do not need to draw more traffic into the Alexandra Neighbourhood of West Cambie but should instead help the neighbourhood develop a character to build on.

City Council can choose to follow the OCP or yet again change the plans to allow for a proposal like this. This is a land-use issue, and how council votes will affect the unique character of the West Cambie Area, as well as the City Centre Area. Richmond City Council has a responsibility to respond to the needs of the community.

I live in the Ironwood area, and the original proposal for the mall was too big. As a community we fought to lower the overall size of the mall and increase the parking. Through a thoughtful process City Council and stakeholders came up with a better plan. It is a success story we can all be proud of. That is an example of best practice that council can build on.

Carol Day

11631

CNCL-26

Seahurst Rd

Carol Day

Cambie Road Mueller Development Park

The Mueller Park proposal offers its neighbourhood many features that have proved very desirable elsewhere in Richmond.

Richmond city centre's first urban parkette Lang Park was a good first attempt. It has a very small plaza, some seating, a blend of lawn and trees and flowers, and a nice water feature. It also has some adjacent complementary commercial business spaces. Adjacent Lang Centre uses Lang Park for community events.

However, it is too small to host medium size community events, and the plaza isn't large enough for youth to play basketball or ball hockey or other recreation.

Richmond City Hall's north plaza is a much more functional size (though unfortunately on the shaded and colder building side). Thompson and South Arm Community Centre's basketball court areas have shown what attracts youth (and a continuous multi court paved area would also allow use for ball hockey).

The well lit running track at Minoru Park is also extremely popular with the public.

The Mueller Development Park proposal appears to offer City Centre north the best features of these areas, providing opportunities to attract people of all ages. It is situated where it can be the upstream anchor of a public corridor past Aberdeen Mall to the Fraser River, as well as a path connecting Brown Road past Yaohan Centre to #3 Road, and also eventually the waterfront.

The features location, layout, and features included in Mueller Park are very well thought out but I have a few more suggestions.

The area suitable for basketball /ball hockey and public ceremonies and events should be the minimum slope for proper drainage. As well as these youth and adult recreations the area could also support badminton, outdoor table tennis, volleyball on the lawn, and other pastimes.

This property is too expensive and will be too intensively used to allow for community gardens, but some vertical gardening may perhaps be incorporated? Alternatively, the blend of deciduous and coniferous trees chosen to provide colour throughout the year could incorporate some fruit trees, and nearby residents could be involved with them and portions of the flower beds.

The circular path connects the park elements well, but northwest-southeast from #3 Road to Brown Road via the park will also be popular and may support additions.

Given all the successful elements of other local parks incorporated in this park proposal, the care that went into this parks planning, and its great location, I think Mueller Park will be a great addition for the new neighbourhood and employees of the neighbouring malls, and I look forward to seeing this park in operation.

Peter Mitchell 6271 Nanika Crescent Richmond petermitchell@shaw.ca 15/10/2013

2022 Parks and Open Space Strategy

The 2022 Parks and Open Spaces Strategy is a very comprehensive report which attempts to set out future Richmond park and open space need and composition. Overall the report notes population aging and changes in demographics and outlines well features rebalancing to be provided as space and connections are added or reworked.

However, I am concerned that conclusions which may fit the mature areas of Richmond suburbs and rural areas overall do not apply as well to already under served City Centre. Additionally, City Centre will also dramatically increase in need as it sees almost all Richmond's population growth over the next few decades.

City Centre is being developed with the expectation that residents will often walk or use transit or cycle to work and recreation. Southeast City Centre is one of the city's most densely populated areas in Richmond but it has few sports options and insufficient recreation and community options within walking distance. City Centre north has only experienced limited residential development to date, but many residents have been there for decades. Neighbourhood park and community options are almost nonexistent, and the area rated very low for community sense of belonging in a recent study by Vancouver Coastal Health. When population grows in future community, recreation, and sport areas are needed.

Given the high cost of land in City Centre, and shortage of land parcels large enough for sports use, care will need to be taken to find such locations across City Centre. Partnerships with the school district at well sized elementary schools such as Anderson /MacNeill and Talmey may be a desirable option.

City centre current and planned demographics also are different than other areas. Additionally, there are many community, sport, and recreation services in City Centre currently provided by private operators that may cease as they are priced out of the area by redevelopment.

In conclusion, the 2022 Parks and Open Spaces Strategy contains thoughtful consideration of current and future needs across Richmond. However, the City Centre area is under served, increasing population rapidly, and changing in character to a dense walking/transit based urban form. Large spaces will be expensive and limited, and concepts that work well elsewhere in Richmond will need to be adjusted to serve City Centre properly.

Peter Mitchell 6271 Nanika Crescent Richmond petermitchell@shaw.ca 15/10/2013



**Regular Council Meeting for Public Hearings
Monday, October 21, 2013**

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

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

David Weber, Corporate Officer

Absent: Councillor Bill McNulty
Councillor Linda McPhail

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

1. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9010
(RZ 13-629294)**
(Location: 5831 Moncton Street; Applicant: Ajit Thaliwal and Aman Dhaliwal)

Applicant's Comments:

The applicant was available to answer questions.

Written Submissions:

None.

Submissions from the floor:

Ray Froh, 5771 Moncton Street, stated that he had no objection to the proposed subdivision into four lots but raised concern with the preservation of the trees on his property, particularly with the cedar tree, identified as C on the tree management drawing. The speaker report that at a site meeting, Norman Hall, Arborist for the developer, advised that 50% of the root system would be impacted on the cedar tree and was recommended for removal. Mr. Froh has not agreed to the trees removal and requested information as to what has been done to protect his property.



Regular Council Meeting for Public Hearings Monday, October 21, 2013

Gordon Jaggs, Tree Preservation Coordinator, advised that the proposed interior side yard setback for Lot 1 had been increased to 2.3 metres and a contract with a Certified Arborist to monitor any mitigating impacts to the retained trees has been submitted.

Wayne Craig, Director of Development, stated that the purpose of the tree protection fencing is to ensure there is minimal impact to the tree and no incursion into the tree protection zone. There is limited work that would be required within this tree protection zone for this proposal which, as a requirement of the rezoning, there is the need for the contract with a certified Arborist throughout the construction phase. The contract includes monitoring throughout the construction phase and submitting post-construction assessment reports. Additionally, the minimum required building setback has been increased along the subject property line.

Mr. Froh asked that should 50% of the root system of the cedar tree be destroyed during the construction phase and should something happen to either to the tree, his property or family subsequent to construction, who would be liable for the damages?

In reply to a query, Mr. Craig advised that, in consultation with the Transportation Division on the subdivision, a corner cut road dedication is required, as well as, additional statutory rights-of-way for sidewalks. The development will include a servicing agreement for frontage improvements along both road right-of-ways.

With regard to lot configuration for the proposed subdivision, Mr. Craig noted that staff has not considered the subdivision layout as a measure for tree protection. A concern would be the ability of Lot 1 to meet the minimum lot area.

Norm Hall, Arbortech Consulting, advised that considerable work has been completed since the meeting with Mr. Froh. A revised Arborist report has been submitted detailing that the subject trees are being retained. Arbortech undertook an exploratory low impact excavation to expose and examine the volume of the cedar root system. Based on the tree size, soil conditions, exposure, and the species tolerance, the safe or appropriate setback of 2.3 metres from the property line was determined to ensure the tree's stability will not be compromised.



Regular Council Meeting for Public Hearings Monday, October 21, 2013

Additionally, Mr. Hall noted that during construction, as per the condition of rezoning, his company has been retained by the applicant to undertake root pruning, grade protection of the area, and take any measurements required in order to ensure the tree is not de-stabilized. Mr. Hall indicated that he certifies that the mitigation measures have been followed throughout the course of construction and that professional standards have been met. With the increased setback of 2.3 metres the potential root loss to the cedar trees has decreased to 20%.

In response to a query, Mr. Hall stated that he has professional insurance for error and omissions liability which affords him the ability to make decisions based on professional standards. He is confident, with the proposed plan in place, that the tree will have sustained tolerable and negligible impact at the end of the construction term and that there would be no increased risk of failure from the work done.

Mr. Craig concurred with the Arborist's analysis regarding liability, risk, and certification.

In response to the information from the Arborist, Mr. Froh, speaking for a second time, indicated that the liability insurance would not protect his property or family. In Mr. Froh's opinion a loss of 10% of the root system would be too much and is asking Council's consideration of the situation.

Discussion ensued regarding possible referrals to staff for a review of the subdivision geometry or to the Development Permit Panel as a condition of approval. Mr. Craig advised that a referral to staff would take an approximate response time of three months. The rezoning application is not subject to a Development Permit and therefore Council could not direct that the application go before the Development Permit Panel to address the subdivision geometry. Mr. Craig noted that the cash security of \$5000.00 for the survival of the trees to be retained on-site could be extended to include the off-site trees.

In response to a query concerning trimming the height of the tree, Mr. Froh stated that he had not considered reducing the height of the tree and was not able to comment whether an Arborist would recommend such a measure.



Regular Council Meeting for Public Hearings
Monday, October 21, 2013

In response to a query regarding the subdivision configuration, Ajit Thaliwal, the applicant, stated that a number of layouts were considered and that a servicing right-of-way had been a major factor in determining the current subdivision proposal. Mr. Thaliwal suggested that a compensation package in the amount of \$5,000.00 for the survival of the tree could be extended to Mr. Froh. The applicant indicated that they had worked diligently with staff to provide solutions to the retention of the cedar tree including a substantial redesign of the floor plans for the adjacent lot.

Discussion ensued regarding a referral to staff or moving the application forward with direction that the geometry of the layouts be reviewed during the subdivision process, the cash securities for the on-site trees being extended to the off-site trees, and increasing the amount of securities particularly for the off-site trees.

PH13/9-1

It was moved and seconded

- (1) That Zoning Amendment Bylaw 9010 be given second and third readings;*
- (2) That the geometry of the layouts be reviewed during the subdivision process;*
- (3) That the cash securities for the on-site trees be extended to the off-site trees; and*
- (4) That the securities, for the off-site trees, be increased to \$10,000.00.*

The question was not called on Resolution No. PH13/9-1 as discussion ensued regarding the subdivision being reconfigured in order to develop the lots with minimal, if any, impact to the retained trees and that the suggestion to top the tree be considered. The question was then called and it was **CARRIED**.

2. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9012 (RZ 12-624849)**
(Location: 11351 No. 1 Road; Applicant: Mike Young)

Applicant's Comments:

The applicant was available to answer questions.

Written Submissions:

None.



Regular Council Meeting for Public Hearings
Monday, October 21, 2013

Submissions from the floor:

None.

PH13/9-2

It was moved and seconded

That Zoning Amendment Bylaw 9012 be given second and third readings.

CARRIED

3. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9048
(RZ 12-603352)**

(Location: 7311/7331 Lindsay Road; Applicant: Sukhvir Dosanjh)

Applicant's Comments:

The applicant was not available to answer questions.

Written Submissions:

None.

Submissions from the floor:

None.

PH13/9-3

It was moved and seconded

That Zoning Amendment Bylaw 9048 be given second and third readings.

CARRIED

4. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9049
(RZ 13-631303)**

(Location: 7671 Bridge Street; Applicant: Ken Jarmana)

Applicant's Comments:

The applicant was available to answer questions.

Written Submissions:

None.

Submissions from the floor:

None.

PH13/9-4

It was moved and seconded

That Zoning Amendment Bylaw 9049 be given second and third readings.

CARRIED



Regular Council Meeting for Public Hearings
Monday, October 21, 2013

5A. PROPOSED AMENDMENT TO SINGLE-FAMILY LOT SIZE
POLICY 5409

5B. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9050
(RZ 13-629950)

(Location: 11140 King Road; Applicant: Rajni Sharma)

Applicant's Comments:

The applicant was available to answer questions.

Written Submissions:

None.

Submissions from the floor:

Graeme Masson, 9880 Seaton Court, did not support the proposed amendment to the Single-Family Lot Size Policy requesting that rezoning applications for each of the 15 lots affected by the proposed amendment be considered separately.

Mr. Craig advised that the rezoning is specific to the property on King Road. The staff recommendation is for the lot size policy to be amended to potentially allow these properties to seek rezoning in the future and that each application would proceed through the statutory rezoning process, including a public hearing, where it would be considered on a site specific basis. Mr. Craig further advised that when the rezoning application was submitted it triggered the need to amend the lot size policy with a more holistic point of view based on the number of existing duplexes in the area and other larger lots that had similar subdivision potential. There are a number of lot size policies throughout the City and each has a defined catchment area.

In reply to a query, Mr. Craig stated that should the lot size policy be amended as recommended there would be a potential for 15 additional lots within this area that could come forward for rezoning and subdivision. The additional lots were identified based on the dimensions of the existing lots.

Rajni Sharma, the applicant, expressed that the proposed subdivision meets the requirements for minimum lot areas and lot widths and will provide affordable housing for four family units, including rental suites.



**Regular Council Meeting for Public Hearings
Monday, October 21, 2013**

Mayor Brodie acknowledged the conclusion of the first round of public speakers. Speakers then addressed Council for the second time with new information.

Mr. Masson requested clarification whether any of the other 15 lots were currently being rezoned.

Mr. Craig stated that, though there had been previous applications for rezoning in this area, none of the other 15 lots are being rezoned at this time. A previous lot size policy amendment proposal in 1994 was not approved.

PH13/9-5

It was moved and seconded

That Single-Family Lot Size Policy 5409 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 Block 4 North Range 6 West, be amended to permit existing properties with duplexes to rezone and subdivide into a maximum of two (2) lots, and to permit properties that are a minimum of 24 m wide (26 m for corner lots) and 720 m² in area to rezone and subdivide in accordance with the "Single Detached (RS2/B)" zone.

The question on Resolution No. PH13/9-5 was not called as comments were made to clarify that the passing of the lot size policy amendment does not pre-suppose approval for any future rezoning application. Each subsequent rezoning application would be considered on an individual basis. The question was then called and it was **CARRIED**.

PH13/9-6

It was moved and seconded

That Zoning Amendment Bylaw 9050 be given second and third readings.

CARRIED

In accordance with Section 100 of the *Community Charter*, Councillor Derek Dang and Councillor Ken Johnston declared themselves to be in a conflict of interest as they each have an interest in the subject property for Item 6, and left the meeting (8:02 p.m.).



Regular Council Meeting for Public Hearings
Monday, October 21, 2013

6. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9055
(RZ 13-627627)**
(Location: 5160 and 5180 Blundell Road; Applicant: Kensington Homes Ltd.)

Applicant's Comments:

The applicant was available to answer questions.

Written Submissions:

None.

Submissions from the floor:

Debora Harman, 5151 Chetwynd Avenue, requested clarification on the preservation of trees on the subject and neighbouring daycare properties.

Mr. Craig stated that a number of the poplar trees along the west property line are slated for removal and replacement and that a cluster of trees in the southwest corner of the site have been identified for retention under the current townhouse proposal.

PH13/9-7

It was moved and seconded

That Zoning Amendment Bylaw 9055 be given second and third readings.

CARRIED

Councillor Derek Dang and Councillor Ken Johnston returned to the meeting (8:04 p.m.).

7. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9057
(RZ 13-636814)**
(Location: 8131 No. 3 Road; Applicant: Jacken Investments Inc.)

Applicant's Comments:

The applicant was available to answer questions.

Written Submissions:

None.

Submissions from the floor:

None.



ADJOURNMENT

Certified a true and correct copy of the Minutes of the Regular Meeting for Public Hearings of the City of Richmond held on Monday, October 21, 2013.

Corporate Officer
City Clerk's Office (David Weber)



For Metro Vancouver meetings on Friday, October 11, 2013

Please note these are not the official minutes. Board in Brief is an informal summary. Material relating to any of the following items is available on request from Metro Vancouver.

For more information, please contact either:

Bill Morrell, 604-451-6107, Bill.Morrell@metrovancover.org or

Glenn Bohn, 604-451-6697, Glenn.Bohn@metrovancover.org

Greater Vancouver Regional District

Barnston Island Dike Technical Assessment Report

Approved

The Board reiterated to the Province opposition to the proposed transfer of the Barnston Island Diking District to Metro Vancouver until the Province has fully addressed all the physical and legal issues associated with the diking facility.

Under current legislation, neither Metro Vancouver, nor the Island residents have the financial capacity to take responsibility and management of the dyke.

Request for UEL Governance Review

Approved

The UEL Community Advisory Council (CAC) has notified Metro Vancouver that it intends to ask the Province to provide financial and other support for a study of the incorporation of the UEL as a municipality and has requested that Metro Vancouver provide the CAC with a letter of support or non-objection that would be included with its submission to the Province.

The Board directed staff to write a letter to both the Community Advisory Council and the Minister of Community, Sport and Cultural Development stating that Metro Vancouver has no objection to review the governance structures within Electoral Area A.

BC Ferry Authority – Board of Directors Nominee

Approved

The Board delegated to a task force established by the Chair, the selection of three Metro Vancouver nominees to the B.C. Ferry Authority Board of Directors and forward this nomination list to the B.C. Ferry Authority.

As one of the three Regional Districts that make up the "Southern Mainland Appointment Area" for the purpose of nominating qualified individuals suitable for appointment to the BC Ferry Authority's Board of Directors, Metro Vancouver has a unique opportunity to play a role in enhancing the sound performance of the Authority and the effective interaction and operation of the board.

Township of Langley Request to Amend the Regional Growth Strategy Land Use Designation map – North Murrayville

Approved

Following a staff recommendation, the Board declined the Township of Langley's requested Regional Growth Strategy amendment and did not proceed with a Regional Growth Strategy Amendment Bylaw.

Township of Langley Request to Amend the Regional Growth Strategy Land Use Designation map – Highway 1 and 200 Street**Approved**

Following a staff recommendation, the Board declined the Township of Langley's requested Regional Growth Strategy amendment and did not proceed with a Regional Growth Strategy Amendment Bylaw.

Consideration of the City of Coquitlam's Regional Context Statement**Approved**

The Board accepted the City of Coquitlam's Regional Context Statement as submitted to Metro Vancouver on July 30, 2013.

Comments on Translink's Draft 2014 Base Plan and Outlook**Approved**

The Board conveyed its support for the 2014 Base Plan and Outlook to the TransLink Board and Mayors' Council on Regional Transportation. The focus must remain on developing transportation strategies to support the implementation of the Regional Growth Strategy and other regional objectives, including goods movement, and continuing the dialogue on long-term sustainable transportation funding.

Greater Vancouver Sewerage and Drainage District**Greater Vancouver Sewerage and Drainage District Sewer Use Bylaw No. 299, 2007 – Staff Appointments****Approved**

Recent changes in staff have resulted in a need to appoint new staff and rescind previous appointments under the Environmental Management Act and the Greater Vancouver Sewerage and Drainage District Sewer Use Bylaw No. 299, 2007.

The Board made the following changes:

- a) Appointed Metro Vancouver's Corey Pinder and Lynne Bosquet as Municipal Sewage Control Officers
- b) Appointed City of Vancouver's Mark Schwark as a Sewage Control Manager
- c) Rescinded City of Vancouver's David Pope as Sewage Control Manager.

ISWRMP Biennial Progress Report**Received**

The Board received a biennial report on the Integrated Solid Waste and Resource Management Plan and forwarded the report to the Ministry of Environment.

Highlights include:

- The development of the Waste Flow Management Strategy and consideration of Bylaw 280
- Metro Vancouver's role as the founding member of the National Zero Waste Council
- Engagement of key businesses and preparation for broad public consultation to develop a disposal ban on organics
- Projects with, and development of tools for, multi-family residents and property managers to develop local champions and engage residents to increase recycling and composting.
- Community Zero Waste Challenges with neighbourhood groups
- Metro Vancouver's communications and social media campaigns, such as the Christmas, "Create Memories not Garbage" campaign, and food waste recycling campaigns.
- Metro Vancouver's development of a sample municipal bylaw to encourage demolition waste recycling, and of a technical specification defining the minimum requirements for recycling space and access in multifamily and commercial buildings.
- Ongoing work with member municipalities to implement the new extended producer responsibility program for packaging and printed papers
- Upgrades to improve gas collection at regional landfills
- The process to develop new waste-to-energy capacity.

Integrated Utility Management Advisory Committee: Solid Waste Subcommittee

Approved

The Integrated Utility Management Advisory Committee provides broad technical advice and suggestions to Metro Vancouver on the implementation of its three service and resource management plans for drinking water, liquid waste and solid waste.

The Board approved the Solid Waste Subcommittee of the Integrated Utility Management Advisory Committee (IUMAC) and its proposed Terms of Reference.

Engagement and Consultation Program for Organics Disposal Ban/Mandatory Recycling of Organics

Approved

The Board approved the engagement and consultation program to give stakeholders the opportunity to provide input on the upcoming Organics Disposal Ban/Mandatory Recycling of Organics.

New Waste-to-Energy Capacity Engagement and Consultation Update**Approved**

The Board approved the second round of Requests for Qualification evaluation criteria initial engagement and consultation activities for the New Waste-to-Energy Capacity project.

Correspondence Pertaining to Greater Vancouver Sewerage and Drainage District Municipal Solid Waste and Recyclable Material Regulatory Bylaw No. 280**Received**

The Board received a report that contains correspondence received pertaining the Waste Flow Control bylaw.

Delegation Executive Summaries Presented at Committee – October 2013**Received**

The Board received a summary of a recent delegation to the Zero Waste Committee from BFI Canada Inc.

Greater Vancouver Sewerage and Drainage District Municipal Solid Waste and Recyclable Material Regulatory Bylaw No. 280**Approved**

On July 12, 2013, the Board approved a Waste Flow Management strategy that requires residential and commercial/institutional garbage to be delivered to Regional Facilities and allows for the development of private sector Mixed Waste Material Recovery Facilities.

Bylaw 280 was given first and second reading on July 26, 2013, and implements the Waste Flow Management strategy along with other revisions to Bylaw No. 181 previously reported to the Board in October 2012. Minor modifications to the Waste Flow Management strategy, based on consultation with member municipalities and feedback from stakeholders heard at the Zero Waste Committee meeting on September 5, were approved by the Board on September 27, 2013.

Resolution of the current waste flow challenges is critical to ensuring the region can continue to advance its waste diversion goals, and ensure cost effective and equitable provision of waste disposal services. Metro Vancouver can also proceed with implementation of the organics ban.

The Board:

- a) Rescinded first, second and third reading of "Greater Vancouver Sewerage and Drainage District Amending Bylaw No. 272, 2012" given on October 26, 2012;
- b) Gave third reading to "Greater Vancouver Sewerage and Drainage District Municipal Solid Waste and Recyclable Material Regulatory Bylaw No. 280, 2013" as amended
- c) Forwarded the above bylaw to Minister of Environment for approval.



Community Safety Committee

Date: Wednesday, October 16, 2013

Place: Anderson Room
Richmond City Hall

Present: Councillor Derek Dang, Chair (entered at 4:01 p.m.)
Councillor Linda McPhail, Vice-Chair
Councillor Ken Johnston
Councillor Evelina Halsey-Brandt
Councillor Bill McNulty

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

MINUTES

It was moved and seconded

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

CARRIED

NEXT COMMITTEE MEETING DATE

Wednesday, November 13, 2013, (tentative date) at 4:00 p.m. in the Anderson Room

Cllr. Derek Dang entered the meeting (4:01 p.m.).

AGENDA ADDITION

It was moved and seconded

That the UBCM Derelict and Abandoned Vessels Draft Manual be added to the agenda as Item 4A.

CARRIED

I.

LAW AND COMMUNITY SAFETY DEPARTMENT

1. COMMUNITY BYLAWS – AUGUST 2013 ACTIVITY REPORT

(File Ref. No. 12-8060-01) (REDMS No. 3984502)

Edward Warzel, Manager, Community Bylaws, highlighted that there had been a concentrated effort to reduce the number of abandoned homes from 107 in August 2012 to the current total of 81 residences. The decreases in revenues were due to increased resources for parking enforcement in Steveston during the summer of 2012.

In response to queries regarding the reduction in abandoned homes, the status of the parking meter replacement program, and the Dispute Adjudication program, Mr. Warzel advised that the reduction in abandoned homes was due to working with the homeowners resulting in the residences either being demolished or renovated for occupancy. The cost for the parking meter replacement program has been approved by Council and staff is in the final stages of the Request for Proposal process. In terms of the Dispute Adjudication Program success by the applicant is related to the quality of the dispute.

Committee raised a concern regarding pest control related to the available food source from the seed used by persons feeding pigeons in the area. Mr. Warzel acknowledged the concern and noted that while enforcement is problematic, staff are addressing the issue through environmental changes, such as, garbage disposal and trimming back vegetation.

It was moved and seconded

That the staff report titled Community Bylaws – August 2013 Activity Report dated September 12, 2013, from the General Manager, Law & Community Safety be received for information.

CARRIED

2. RICHMOND FIRE-RESCUE – AUGUST 2013 ACTIVITY REPORT

(File Ref. No. 09-5000-01) (REDMS No. 3986344 v.2)

Fire Chief John McGowan, Richmond Fire-Rescue (RFR), commented that the August 2013 statistics are fairly typical for the summer months. Many of the outdoor fires were the result of the warm, dry weather season with bark mulch and grass fires. RFR has been working closely with the business community, especially with large installations that use bark mulch, to mix other less combustible materials with the rock and gravel.

In reply to a query concerning Lafarge, Fire Chief McGowan advised that the final lease agreement is before Lafarge's facilities staff and he is expecting the agreement to come before Committee shortly.

Community Safety Committee
Wednesday, October 16, 2013

It was moved and seconded

That the staff report titled Richmond Fire-Rescue – August 2013 Activity Report, dated October 4, 2013, from the Fire Chief, Richmond Fire-Rescue, be received for information.

CARRIED

3. RCMP'S MONTHLY REPORT – AUGUST 2013 ACTIVITIES

(File Ref. No. 09-5000-01) (REDMS No. 3990194)

Superintendent Renny Nesset, Officer in Charge, Richmond RCMP, highlighted the following from the August 2013 Activities report:

- that the Operation “Dry Water” event held in partnership with the Canadian Safe Boating Council was a great success;
- two men were charged in the kidnapping attempt while two other suspects have disappeared; and
- the City of Richmond is not alone in the increase in residential break and enters, as the district crime analysis reports that all areas are suffering the same plight.

Superintendent Nesset distributed the “3rd Quarter 2013 Richmond RCMP Crime Prevention Newsletter” to Committee (copy on file, City Clerk’s Office).

In response to queries regarding the cost of firearms qualification per officer, the use of the Vancouver Gun Club for firearms qualification, and distracted driving charges, Superintendent Nesset advised the cost for one officer for one full day of firearms qualification in Chilliwack is \$450.00. The RCMP has not investigated the use of the Vancouver Gun Club for the annual firearms qualification; however, Assistant Commissioner Norm Lipinski is in negotiations with the Justice Institute of British Columbia (JIBC) for the use of their facility at considerable savings. In terms of the distracted drivers, officers are prosecuting drivers they witness using an electronic device. The RCMP is hesitant to encourage the involvement of the general public.

It was moved and seconded

That the report titled “RCMP’s Monthly Report – August 2013 Activities” (dated October 8, 2013, from the Officer in Charge, RCMP) be received for information.

CARRIED

Community Safety Committee
Wednesday, October 16, 2013

**4. LOWER MAINLAND DISTRICT REGIONAL POLICE SERVICE
INTEGRATED TEAM ANNUAL REPORT 2012/13**

(File Ref. No. 09-5350-01) (REDMS No. 3983025 V.8)

Anne Stevens, Senior Manager, Community Safety Policy & Programs, summarized that the costs to the City of Richmond for 2012/13 was \$429,000. The average cost over the past two years is \$421,000. In terms of the costs of the integrated teams to the City, staff reported the projected value of service on the information provided.

Discussion ensued regarding the current funding formula of cost based on Criminal Code activity, accurate accounting of the cost and services, and the disproportional distribution of costs to the Municipalities.

Phyllis Carlyle, General Manager, Law & Community Safety, advised that discussions are taking place concerning whether the current funding formula is still appropriate and whether different formulas should be applied for different teams. Previously, when Municipalities have objected to the funding formula the Provincial government has upheld the terms of the agreement.

Ms. Carlyle suggested that Committee hear from the Officer in Charge of the Integrated Teams and express the need for better accounting in order to show value for the service provided.

Further discussion ensued regarding obtaining an accurate accounting of the integrated services that reflect the true costs of services. Ms. Carlyle advised that staff conduct an analysis of the annual report and attempt to determine activity based on the data provided. At the conclusion of the discussion the following motion was introduced.

It was moved and seconded

- (1) *That the report titled "Lower Mainland District Regional Police Service Integrated Team Annual Report 2012/2013" from the General Manager, Law and Community Safety, dated September 24, 2013, be received for information; and*
- (2) *That the Officer in Charge of the Integrated Teams be invited to attend a Community Safety Committee meeting to more fully explain the services provided and the basis of all cost allocations.*

CARRIED

4A. UBCM DERELICT AND ABANDONED VESSELS DRAFT MANUAL

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

Councillor McPhail advised that UBCM has prepared a draft manual regarding the complex issue of derelict and abandoned vessels. As a result of the discussion, the following referral motion was introduced:

Community Safety Committee
Wednesday, October 16, 2013

It was moved and seconded

That the UBCM Draft Manual on Derelict and Abandoned Vessels be referred to staff for input.

The question on the motion was not called as staff was directed to include the cost and any responsibility of the City in the analysis of the draft manual. The question on the motion was then called, and it was **CARRIED**.

5. FIRE CHIEF BRIEFING

(Verbal Report)

Items for discussion:

(i) Richmond Fire-Rescue United Way Fundraising Activities

As part of the City of Richmond's United Way Annual fundraising campaign Fire Chief McGowan invited Council to attend the **Car Wash** at Fire Hall No 1 at Gilbert and Granville on Saturday, October 19, 2013, between 11 a.m. and 2 p.m. (weather permitting).

(ii) Richmond Fire-Rescue Vehicle Sponsorship

Fire Chief McGowan advised that In 2012 City Council approved funding for 50% of a Mobile Fire and Life Safety Public Education Trailer. The balance of the funding was to be acquired through sponsorship. With the assistance of Jordan Thorsteinson, Manager of Corporate Partnerships, we have garnered the sponsorship of the Richmond Branch of Canadian Western Bank for a donation of \$67,500 towards the purchase of this unit. Once the internal processes are complete and the market is explored for suppliers a trailer can be built and delivered within four months from the purchase order being issued. This unit provides a more realistic, yet safe, educational experience for the public in fire and life safety education, as well as extreme weather scenarios.

(iii) Movember

Fire Chief McGowan stated that RFR members will be participating in the Movember fundraising charity events to raise awareness and funds for men's health issues. The launch will start on November 1st and at the end of the month RFR will host a '**Movember Shave-Off**' at City Hall on Friday, November 29th, at 11:00 a.m. to 2:00 p.m. to catch the maximum traffic for a boot shake. This year RFRs Local 1286 Union have arranged for large Moustache's to be placed on our Fire Trucks in support of the event.

Community Safety Committee
Wednesday, October 16, 2013

(iv) School Fire Drills

Fire Chief McGowan advised that in our efforts to achieve RFR's Mission, to protect and enhance the liveability of the City through service excellence in education, prevention and emergency response, this year's school fire drills were enhanced by adding a Fire and Life Safety Education (F&LSE) component linked to Fire Prevention Week. The campaign ran from Monday, September 30th to Friday, October 4th. A total of 51 schools were visited (38 elementary, 10 secondary, and 3 private) by RFR. Following on from the school fire drills RFRs F&LSE will be providing 35 extra age specific safety presentations in a class setting.

(v) Joint Update with RCMP – Pedestrian Safety Week

Fire Chief McGowan, accompanied by Supt. Nessel, advised that the Pedestrian Safety campaign (organised by the RCMP) will be launched on the morning of Wednesday, October 23, 2013. The city wide initiative is directed at pedestrians, drivers, and cyclists to promote key safety messages when crossing and using the roads. RCMP, along with ICBC, has designated high traffic and pedestrian areas such as the Canada Line transit stations, and Buswell Bus Loop to distribute reflective wrist/arm bands along with a pamphlet on pedestrian safety.

(vi) Joint Update with RCMP & Emergency Programs – Halloween

Fire Chief McGowan, accompanied by Supt. Nessel, spoke to the measures being taken by the RCMP and Emergency services for a safe community Halloween event. RFR Halloween operations will begin at 6 p.m. and end at 11 p.m. Halloween has been relatively quiet in terms of emergency response as a direct result of the fireworks bylaw implementation. RFR will have two additional fire crews available and will be patrolling areas of interest (schools, hospitals, and community centers). RFR will be present at all corporate fireworks displays. RCMP will also provide enhanced patrols.

Deborah Procter, Manager, Emergency Programs, advised that Community Services and Community Bylaws will have extra staff available and are taking appropriate measures in anticipation of a safe community event.

6. RCMP/OIC BRIEFING
(Verbal Report)

Item for discussion:

(i) RCMP – Hits on Criminal Activity Map Sites

Supt. Nessel advised that in August 2013 there were 2251 visits by 1907 individuals with 5290 pages viewed on the Richmond RCMP and City of Richmond Crime Prevention Criminal Activity Map web pages.

Community Safety Committee
Wednesday, October 16, 2013

(ii) RCMP Strategic Plan

Supt. Nessel noted that the current RCMP Strategic Plan is coming to an end and that a new Strategic Plan should be coming before Council in the near future.

(iii) Family Shoplifting

Supt. Nessel updated Committee on the apprehension of a family for shoplifting. When officers attended the residence a hoard of stolen goods was discovered. Officers have since received calls from individuals that may have purchased goods from the family.

(iv) Residential Break & Enters

With regard to the residential break and entries, Supt. Nessel advised that officers apprehended a 73 year old individual who may have been involved in 8 or more offences.

7. MANAGER'S REPORT

(i) Policy Models Report

In reply to a query, Phyllis Carlyle, General Manager, Law & Community Safety Department, advised that staff have received a draft of the report and the authors will present the report to Committee in November.

ADJOURNMENT

It was moved and seconded

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

CARRIED

Certified a true and correct copy of the
Minutes of the meeting of the Community
Safety Committee of the Council of the
City of Richmond held on Wednesday,
October 16, 2013.

Councillor Derek Dang
Chair

Heather Howey
Committee Clerk



General Purposes Committee

Date: Monday, October 21, 2013

Place: Anderson Room
Richmond City Hall

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

Absent: Councillor Bill McNulty

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on Monday, October 7, 2013, be adopted as circulated.

CARRIED

DELEGATIONS

1. With the aid of a PowerPoint presentation (copy on file, City Clerk's Office) Jeff Norris, Chief Advancement Officer, Kwantlen Polytechnic University (KPU), provided an update to Committee on construction and expansion plans at Kwantlen's Richmond campus highlighting the following:
 - the Richmond campus has approximately 9,000 students annually with the physical space reaching 104% capacity;

General Purposes Committee

Monday, October 21, 2013

- programming includes Academic and Career Advancement, Arts, Applied Business, Traditional and Modern Technology Sciences (including the farm school and sustainable food systems program), and Design;
- during the past year, KPU has undertaken renovations to the library, added a new conference centre, and opened up the main public spaces;
- site preparation for the 50,000 sq. ft. expansion for the Chip and Shannon Wilson School of Design will begin in the next several weeks with a scheduled opening in July 2015;
- when the School of Design is completed it will allow expansion of the balance of programming within the existing building;
- an annual minimum growth of 5% is projected for the next five years bringing the annual student body at KPU Richmond to 12,000;
- KPU has applied to be a centre for Traditional Chinese Medicine and are eagerly awaiting the decision from the Province; and
- in an effort to eliminate barriers for International students, KPU will be seeking expressions of interest for a minimum 600 bed residential facility, located either on-site or a nearby property, within the next year.

A brief discussion then took place and the following additional information was provided:

- KPU will be promoting their programming through extensive advertising and by targeting career fairs and non-traditional audiences;
- the partnership with the City will be critical regarding the development of a portion of the Garden City lands for the farm school;
- the proposed expansion has been designed to meet high energy efficiency standards; and
- the submission to the Province proposed a two-year diploma program in Traditional Chinese Medicine that could expand to a four year degree program in the future.

ENGINEERING & PUBLIC WORKS DEPARTMENT

2. **ANNUAL REPORT FROM CITY CITIZEN REPRESENTATIVES TO THE VANCOUVER INTERNATIONAL AIRPORT AERONAUTICAL NOISE MANAGEMENT COMMITTEE (YVR ANMC)**
(File Ref. No. 01-0153-04-01) (REDMS No. 3852220 v.4)

Victor Wei, Director Transportation, and Margot Spronk, Richmond Representative to the Committee, were present to answer questions.

General Purposes Committee

Monday, October 21, 2013

In response to queries, Mr. Wei advised that Transport Canada requires YVR to consult with stakeholders and regulators for any proposed amendments to the Noise Abatement Procedures. The recommendation for prior approval requirements to be applicable to jet aircraft over 34,000 kg will mean fewer departures during the night. The repeated complaints from a Richmond resident is due to the confusion between pre-flight checks conducted at the discretion of a pilot before taking off and the run-ups which are scheduled maintenance checks conducted in the ground run-up area. Expectations may be that with the implementation of the ground run-up area that jet engine noise would be eliminated.

Committee suggested that YVR consider including a permanent site at the proposed outlet mall for educating the general public on airport related issues.

It was moved and seconded

- (1) *That staff be directed to explore the recommendations of the City's citizen representatives to the YVR ANMC as outlined in Attachment 1 and provide a status update as part of the annual reporting process in 2014; and*
- (2) *That the reporting to General Purposes Committee of the City's citizen representatives to the YVR ANMC be revised from semi-annually to annually in light of the reduced YVR ANMC meeting frequency.*

CARRIED

CHIEF ADMINISTRATIVE OFFICE

3. DRAFT FEDERAL POLICY - ADDITIONS TO RESERVE/RESERVE CREATION

(File Ref. No. 01-0010-00) (REDMS No. 4004073)

Amarjeet Rattan, Director, Intergovernmental Relations & Protocol Unit, was available to answer questions.

Discussion ensued regarding concerns with the proposed draft Federal Policy particularly as it applies to Additions to Reserves (ATR) being near and 'generally contiguous' to an existing reserve to now being 'non-contiguous' land. ATR would not be subject to taxes or local Official Community Plans and Zoning Bylaws. The proposed policy would be a tremendous threat to agricultural lands within Richmond.

General Purposes Committee
Monday, October 21, 2013

Mr. Rattan advised that informal requests were extended from the Federal Government to UBCM and Metro Vancouver to provide feedback on the proposed policy. Currently, non-contiguous land acquisitions by First Nations do not become reserve land. Under the proposed policy any lands purchased, contiguous or non-contiguous, by First Nations could become reserve land. Mr. Rattan noted that the Tsawwassen First Nations is a Treaty Nation to which the ATR policy would not apply; however, the ATR policy would apply to the other First Nations. The proposed policy is vague in terms of consultation with Local Governments concerning a reserve creation proposal.

Further discussion ensued regarding the need for the policy to clearly define dispute processes. In the past the land value of Additions to Reserves increased as farm land was redeveloped into residential uses. Similar increases in the value of agricultural land could be expected should this proposed policy be adopted.

It was moved and seconded

- (1) *That Council endorse Metro Vancouver's comments with respect to the Draft Federal Policy on Additions to Reserve/Reserve Creation, as outlined in their September 2013 review prepared by the Metro Vancouver Aboriginal Relations Committee (Attachment 2); and*
- (2) *That Council write to the Minister of Aboriginal Affairs and Northern Development Canada expressing the City's strong concerns with the Draft Federal Policy on Additions-to-Reserve/Reserve Creation, and copies be sent to MP Kerry- Lynne Findlay, MP Alice Wong, FCM, Raymond Louie, Second Vice-President of FCM, UBCM and the Metro Vancouver Board. (Attachment 4).*

CARRIED

3A. SMARTCENTRES APPLICATION

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

It was moved and seconded

That the SmartCentre Application be referred to staff to ask for comments from the Advisory Committee on the Environment (ACE) and the Economic Advisory Committee and report back for the Public Hearing.

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:57 p.m.).

CARRIED

General Purposes Committee
Monday, October 21, 2013

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 21, 2013.

Mayor Malcolm D. Brodie
Chair

Heather Howey
Committee Clerk
City Clerk's Office



Planning Committee

Date: Tuesday, October 22, 2013

Place: Anderson Room
Richmond City Hall

Present: Councillor Evelina Halsey-Brandt, Vice-Chair
Councillor Chak Au
Councillor Linda Barnes
Councillor Harold Steves
Mayor Malcolm Brodie

Absent: Councillor Bill McNulty

Also Present: Councillor Linda McPhail

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Planning Committee held on Tuesday, October 8, 2013, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Tuesday, November 5, 2013, (tentative date) at 4:00 p.m. in the Anderson Room

PLANNING & DEVELOPMENT DEPARTMENT

Planning Committee
Tuesday, October 22, 2013

1. **BRIDGEPORT AREA PLAN AMENDMENT BYLAW 9024 -
MCKESSOCK NEIGHBOURHOOD**

(File Ref. No. 12-8060-20-9024; 08-4045-20-12) (REDMS No. 3819194)

Wayne Craig, Director of Development, advised that as a result of the public consultation conducted by staff on January 24, 2013, staff is proposing an amendment to the Bridgeport Area Plan McKessock Neighbourhood, which is a modified version of one of the three developments concepts presented to the subject area's residents and property owners.

Mr. Craig further advised that the proposed development concept recommends that the subject area be redesignated to two new land use designations, with "Residential Area 1" to be developed primarily for single-family lots and "Residential Area 2" to be developed for low density townhouses subject to new policies and guidelines.

Trevor Charles, 2380 McKessock Avenue, commented that the map showing the proposed amendment to the Bridgeport Area Plan McKessock Neighbourhood is not accurate, noting that there are already existing and proposed developments on the corners of Shell Road and McKessock Place. Also, Mr. Charles queried whether (i) the subject area would be designated for townhouse development, and (ii) a density of 180 houses for 4 ½ acres of land would be permitted in the subject area.

In reply to the query, Mr. Craig advised that staff is proposing that the land use designation of the area permits the construction of a ground-oriented townhouse development with a maximum density of 0.60 floor area ratio (FAR).

In reply to a query from Committee, Mr. Craig clarified that staff is presenting a long-term land use vision for the area and has taken into consideration the presence of new developments in the area.

In reply to a query from Committee, Mr. Charles stated that the highest possible density should be permitted for the subject area, which is 180 houses for 4 ½ acres of land area.

In reply to queries from Committee, Mr. Craig advised that (i) the density for the entire subject area could be increased to 0.60 FAR subject to compliance with the City's affordable housing strategy, (ii) future rezoning applications in the area would need to consider road and traffic improvements, and (iii) newer developments were included in the proposed long-term land use vision for the area.

It was moved and seconded

(1) *That Richmond Official Community Plan (OCP) Bylaw 7100, Amendment Bylaw 9024, to amend the Bridgeport Area Plan (Schedule 2.12) with respect to the land use designations in the McKessock Neighbourhood, be introduced and given first reading;*

Planning Committee
Tuesday, October 22, 2013

- (2) *That Bylaw 9024, having been considered in conjunction with:*
- (a) *The City's Financial Plan and Capital Program; and*
 - (b) *The Metro Vancouver Regional District Solid Waste and Liquid Waste Management Plans;*
- is hereby deemed to be consistent with said program and plans, in accordance with Section 882 (3) (a) of the Local Government Act;*
- (3) *That Bylaw 9024, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, be referred to the:*
- (a) *Vancouver International Airport Authority for formal comment; and*
 - (b) *Board of Education School District No. 38 (Richmond) for information*
- on or before the Public Hearing on November 18, 2013; and*
- (4) *That the Public Hearing notification area be extended to that area shown on the first page of Attachment 2.*

CARRIED

2. **APPLICATION BY RAV BAINS FOR REZONING AT 6580 FRANCIS ROAD FROM SINGLE DETACHED (RS1/E) TO SINGLE DETACHED (RS2/C)**

(File Ref. No. 12-8060-20-9061; RZ 13-639817) (REDMS No. 3995085)

Mr. Craig advised that the proposed rezoning will create two smaller lots and a shared driveway and noted that it is consistent with the lot size policy for the area.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9061, for the rezoning of 6580 Francis Road from "Single Detached (RS1/E)" to "Single Detached (RS2/C)", be introduced and given first reading.

CARRIED

3. **APPLICATION BY KASIAN ARCHITECTURE INTERIOR DESIGN AND PLANNING FOR REZONING AT 5580 AND 5600 PARKWOOD WAY FROM "INDUSTRIAL BUSINESS PARK (IB1)" TO "VEHICLE SALES (CV)"**

(File Ref. No. 12-8060-20-9052/9053/9054; RZ 12-626430) (REDMS No. 3896084)

Mr. Craig stated that the proposed rezoning and amendment to the Official Community Plan will allow the expansion of Richmond Auto Mall which is supported by the Richmond Auto Mall Association.

Planning Committee
Tuesday, October 22, 2013

It was moved and seconded

- (1) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9052, to amend the City of Richmond 2041 Land Use Map (Schedule 1) to redesignate 5580 and 5600 Parkwood Way from "Mixed Employment" to "Commercial", be introduced and given first reading;*
- (2) *That Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 9053, to amend Schedule 2.11B – the East Cambie Area Plan to redesignate 5580 and 5600 Parkwood Way from "Industrial" to "Commercial" in the Land Use Map, be introduced and given first reading;*
- (3) *That Bylaws 9052 and 9053, having been considered in conjunction with:*
 - (a) *the City's Financial Plan and Capital Program;*
 - (b) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;**are hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act;*
- (4) *That Bylaws 9052 and 9053, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, are hereby deemed not to require further consultation; and*
- (5) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9054, for the rezoning of 5580 and 5600 Parkwood Way from "Industrial Business Park (IB1)" to "Vehicle Sales (CV)", be introduced and given first reading.*

CARRIED

4. APPLICATION BY THE CITY OF RICHMOND FOR A HERITAGE ALTERATION PERMIT AT 3811 MONCTON STREET

(File Ref. No. 12-8060-20-5560; HA 13-636133) (REDMS No. 3890929)

Mr. Craig advised that the heritage alteration permit will allow signage on a designated heritage building.

It was moved and seconded

That a Heritage Alteration Permit be issued which would:

- (1) *Permit the installation of two (2) fascia signs on the Steveston Museum at 3811 Moncton Street in Steveston; and*
- (2) *Vary the provisions of Richmond Sign Regulation Bylaw 5560 to:*
 - (a) *allow a fascia sign to extend above the top of the wall to which it is affixed; and*

Planning Committee
Tuesday, October 22, 2013

- (b) reduce the minimum clearance between the underside of a hanging sign and the ground from 2.4 m to 2.19 m.*

CARRIED

5. APPLICATION BY INTERFACE ARCHITECTURE INC. FOR REZONING AT 4991 NO. 5 ROAD FROM SCHOOL & INSTITUTIONAL USE (SI) TO MEDIUM DENSITY TOWNHOUSES (RTM2)

(File Ref. No. 12-8060-20-8947/8948/8986; RZ 11-593406) (REDMS No. 3980319 v.2)

Mr. Craig advised that the rezoning application was referred back to staff at the January 22, 2013 Planning Committee meeting in order to (i) consider other development options with higher densities, (ii) research the history of the subject site relating to existing recreational uses, and (iii) examine the potential implications of the loss of the existing on-site private recreation facility.

Mr. Craig stated that in response to the referral, staff, together with the applicant's design team, undertook a study and held public consultations. As a result, it is proposed that the density of the proposed development be increased from 0.60 to 0.65 FAR with a corresponding increase of the applicant's voluntary cash contribution to the City from \$700,000 to \$1,000,000.

Also, Mr. Craig advised that (i) staff conducted research and found out that the subject site was originally a part of larger residential landholdings and the City has been leasing space in the existing recreational sports complex since 2001; and (ii) the potential implications of losing the existing on-site private recreation facility space are contained in the memorandum from the Recreation and Sports Services staff attached in the Staff Report dated October 15, 2013.

In reply to queries from Committee, staff provided the following additional information:

- staff is investigating the provision of on-site affordable housing in larger townhouse developments as part of its current review of the City's Affordable Housing Strategy;
- staff will continue to work with the Rod and Gun Club and Richmond Gymnastics Association regarding options for future locations;
- staff will update the Committee on developments regarding discussions on future locations of the Rod and Gun Club and Richmond Gymnastics Association; and

Planning Committee
Tuesday, October 22, 2013

- the City's lease of the facilities used by the two organizations will expire in 2016.

Elena Usova, 3571 Chatham St., expressed concern regarding the lack of response from the City on the request of the Richmond Gymnastics Association for assistance in the relocation of the facility that the association is currently using. Also, Ms. Usova queried whether part of the cash contribution by the applicant towards the City's Leisure Reserve Fund be used to provide funding for the association's request.

In response to the query of Ms. Usova, the Vice-Chair advised that the City could provide the requested assistance to the Richmond Gymnastics Association from the City's Leisure Reserve Fund.

It was moved and seconded

- (1) *That Official Community Plan Amendment Bylaw 8947, to redesignate 4991 No. 5 Road from "Commercial" to "Neighbourhood Residential" in Attachment 1 to Schedule 1 of Official Community Plan Bylaw 9000 (City of Richmond 2041 OCP Land Use Map), be introduced and given first reading;*
- (2) *That Official Community Plan Amendment Bylaw 8948, to redesignate 4991 No. 5 Road from "School/Park Institutional" to "Residential" in Schedule 2.11B of Official Community Plan Bylaw 7100 (East Cambie Area Plan Land Use Map), be introduced and given first reading;*
- (3) *That Bylaws 8947 and 8948, having been considered in conjunction with:*
 - (a) *The City's Financial Plan and Capital Program; and*
 - (b) *The Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;**are hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act;*
- (4) *That Bylaws 8947 and 8948, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby deemed not to require further consultation; and*
- (5) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 8986, for the rezoning of 4991 No. 5 Road from "School & Institutional Use (SI)" to "Medium Density Townhouses (RTM2)", be introduced and given first reading.*

CARRIED

Planning Committee
Tuesday, October 22, 2013

6. APPLICATION BY JORDAN KUTEV ARCHITECTS INC. FOR REZONING AT 22691 AND 22711 WESTMINSTER HIGHWAY FROM SINGLE DETACHED (RS1/F) TO TOWN HOUSING - HAMILTON (ZT11)

(File Ref. No. 12-8060-20-9064; RZ 11-590130) (REDMS No. 3998291)

Mr. Craig stated that the rezoning application for the subject site is consistent with the Hamilton Area Plan.

In reply to a query from Committee, Kevin Eng, Planner 1, Planning and Development, advised that the rezoning application of Thrangu Monastery could possibly be brought forward for Committee's consideration before the end of the year.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9064, for the rezoning of 22691 and 22711 Westminster Highway from "Single Detached (RS1/F)" to "Town Housing - Hamilton (ZT11)", be introduced and given first reading.

CARRIED

7. MANAGER'S REPORT

None.

ADJOURNMENT

It was moved and seconded

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

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Tuesday, October 22, 2013.

Councillor Evelina Halsey-Brandt
Vice-Chair

Rustico Agawin
Auxiliary Committee Clerk



Public Works & Transportation Committee

Date: Wednesday, October 23, 2013

Place: Anderson Room
Richmond City Hall

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

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Public Works & Transportation Committee held on Wednesday, September 18, 2013, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Wednesday, November 20, 2013, (tentative date) at 4:00 p.m. in the Anderson Room

ENGINEERING AND PUBLIC WORKS DEPARTMENT

1. TRANSLINK 2014 CAPITAL PROGRAM COST-SHARING SUBMISSIONS

(File Ref. No. 01-0154-04) (REDMS No. 4001650)

In reply to a query, Victor Wei, Director, Transportation, advised that the City of Richmond's costs are typically at 50% of the total project costs but for this year it is slightly higher than 50% as some components of the submissions are not eligible for cost-sharing under the program.

It was moved and seconded

(1) *That the submission of:*

(a) *road improvement project for cost-sharing as part of the TransLink 2014 Major Road Network & Bike (MRNB) Upgrade Program,*

(b) *bicycle facility improvement project for cost-sharing as part of the TransLink 2014 Bicycle Infrastructure Capital Cost-Sharing (BICCS) Regional Needs Program, and*

(c) *transit facility improvements for cost-sharing as part of the TransLink 2014 Transit-Related Road Infrastructure Program,*

as described in the staff report, be endorsed; and

(2) *That, should the above submissions be successful and the projects receive Council approval via the annual capital budget process, the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the funding agreements and the 2014 Capital Plan and the 5-Year Financial Plan (2014-2018) be updated accordingly dependant on the timing of the budget process.*

CARRIED

Mayor Brodie left the meeting at 4:01 p.m. and returned at 4:02 p.m.

2. UNIVERSAL SINGLE-FAMILY WATER METER PROGRAM – 4966P

(File Ref. No. 10-6650-02) (REDMS No. 3989995 v.2)

In response to a query, Lloyd Bie, Manager, Engineering Planning, stated as the project moves forward, staff will now prepare several tiers of notification informing residents throughout the implementation period.

Public Works & Transportation Committee
Wednesday, October 23, 2013

It was moved and seconded

That the Universal Single-Family Water Meter Program be contracted to Neptune Technology Group (Canada) Ltd. for a six-month term with a City option to extend to a three-year term.

CARRIED

3. WATER LOSS MANAGEMENT UPDATE

(File Ref. No. 10-6650-02) (REDMS No. 3979772 v.3)

Mr. Bie advised that reducing the water pressure has a two-fold benefit to the City; (i) it would reduce system leakage, and (ii) it would potentially extend the replacement curve of the ageing infrastructure for the water meter system reducing monies required for capital replacements each year.

It was moved and seconded

That the Water Loss Management Update report (dated September 26, 2013 from the Director, Engineering) be received for information.

CARRIED

4. GREEN FLEET ACTION PLAN

(File Ref. No. 02-0780-00) (REDMS No. 3982693 v.2)

Suzanne Bycraft, Manager, Fleet & Environmental Programs, explained that there were a number of factors taken into consideration with vehicle replacement, such as, age, condition, mileage, technology, market availability, and departmental needs and objectives.

It was moved and seconded

That the "Richmond Green Fleet Action Plan" as outlined in the report from the Director, Public Works Operations dated September 24, 2013, be approved as the City of Richmond's action plan and business strategy for improving fuel efficiency, reducing greenhouse gas emissions and reducing overall environmental impact of equipment and vehicle operations.

CARRIED

5. GARBAGE COLLECTION - REVIEW OF SERVICE LEVEL OPTIONS

(File Ref. No. 10-6405-01) (REDMS No. 3997638 v.2)

Ms. Bycraft advised that the report outlines the various levels of garbage collection service available for Committee discussion and direction.

In response to a query on which option would be recommended based on environmental or waste reduction factors, Ms. Bycraft stated that it is estimated that options #4 and #5 would achieve an approximate additional 8% reduction in solid waste. Ms. Bycraft noted that the bi-weekly collection may be a motivating factor for those who have yet to participate in the waste reduction program.

Public Works & Transportation Committee

Wednesday, October 23, 2013

Discussion ensued regarding the various levels of service, particularly options #4 weekly and #5 biweekly collections. As good statistics are not available Committee discussed staff conducting a pilot program, in combination with a major education program.

Councillor Dang left the meeting at 4:14 p.m.

In response to further queries, Ms. Bycraft commented that green gas emission statistics, from municipalities involved in the cart collection program, are not available and that although bi-weekly collection will reduce emissions those reductions would not be as significant as one might expect. She further commented that garbage service must be provided whether or not a resident uses the service. Ms. Bycraft noted that since the implementation of the Green Cart program, staff has received inquiries related to carts for garbage pick-up.

Councillor Dang returned to the meeting (4:16 p.m.).

Discussion continued on the need for more environmental performance statistics and it was suggested that the report be referred back to staff (i) to construct and recommend, including cost implications, a six-month pilot project to start in 2014, (ii) to construct an educational program in general and specific to the pilot areas, and (iii) report on the relative expectations on environmental reductions and costs.

Robert Gonzalez, General Manager, Engineering & Public Works, suggested that the pilot project be conducted on both option #4 and #5. The City provides a high level of service and has seen an 8% reduction in waste through the organics program. Staff could conduct two small pilot projects to report back in 2014 with the objective to implement a new program in 2015.

Mr. Gonzalez indicated that staff could request Sierra Waste Services to track fuel consumption in order to report any environmental benefits to the program. Emissions from the garbage trucks are not significant overall.

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

It was moved and seconded

(1) That garbage collection service levels report be referred to staff :

- (a) to construct and recommend, including logistics and cost implications, a six-month pilot project to start in 2014 for Options No. 4 and No. 5;*
- (b) to develop an educational program for residents in general and specific to the pilot areas; and*
- (c) to report on the relative expectations on the environmental reductions and costs.*

Public Works & Transportation Committee
Wednesday, October 23, 2013

CARRIED

5A. GARBAGE

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

Councillor Steves advised that Neil Grant, Harvest Power, is arranging a meeting with interested parties with regard to implementing a pilot project using the compost material, from the yard and food waste collected in Richmond, as fertilizer. The project farm land would use regular fertilizer on a portion of land and the compost material on another portion for comparison and study purposes. The following referral motion was introduced:

It was moved and seconded

That the compost project be referred to staff in order for staff to continue to work with Harvest Power and the agricultural community on the compost project.

CARRIED

6. MANAGER'S REPORT

(a) Public Works Department Update

Ms. Bycraft stated that correspondence had been received from Metro Vancouver advising that they will be starting consultation regarding a proposed organics ban and are seeking input from the public on the types of organics that should be included, what type of enforcement should occur, and the way the ban should be phased in with the intent for implementation of the ban in 2015. The ban primarily targets the restaurant and commercial industry but would affect individuals as well.

Staff was advised to include the Chamber of Commerce and Richmond Tourism in the consultation process.

(b) Transportation Department Update

Mr. Wei updated Committee that an oversize truck, heading northbound on Highway 99, struck the Cambie Road overpass. RCMP had closed Highway 99 for approximately 45 minutes in order to allow the truck to back up and take the off-ramp. Based on the visible damage observed by RCMP the damage appeared to be minor. Transportation Division staff have now confirmed that the damage was minor in nature.

Public Works & Transportation Committee
Wednesday, October 23, 2013

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:32 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Public Works & Transportation Committee of the Council of the City of Richmond held on Wednesday, October 23, 2013.

Councillor Linda Barnes
Chair

Heather Howey
Committee Clerk



City of Richmond

Report to Committee

To: Community Safety Committee

Date: September 24, 2013

From: Phyllis L. Carlyle
General Manager

File: 09-5350-01/2013-Vol
01

Re: Lower Mainland District Regional Police Service Integrated Team Annual
Report 2012/13

Staff Recommendation

1. That the report titled "*Lower Mainland District Regional Police Service Integrated Team Annual Report 2012/2013*" from the General Manager, Law and Community Safety, dated September 24, 2013, be received for information.
2. That the Officer in Charge of the Integrated Teams be invited to attend a Community Safety Committee meeting to more fully explain the services provided, in particular any efficiencies achieved through the integration of the services.

Phyllis L. Carlyle
General Manager
(604-276-4104)

REPORT CONCURRENCE	
REVIEWED BY DIRECTORS	INITIALS: DW
APPROVED BY CAO 	

Staff Report

Origin

In September 2013, the Lower Mainland District of the RCMP released the "*Lower Mainland District Regional Police Service Integrated Team Annual Report 2012/2013*". An analysis of their Report has been prepared to examine whether the City is receiving a level of service commensurate with the payment made.

This report responds to Council's Community Safety Term Goal 1, which requires "*ensuring resources are used effectively and are targeted to the City's needs and priorities.*"

Background

The Integrated Teams consist of five specialized units: the Integrated Homicide Investigation Team (IHIT), Integrated Forensic Identification Services (IFIS), Integrated Collision Analysis and Reconstruction Service (ICARS), Integrated Police Dog Services (IPDS) and Emergency Response Team (ERT). These Integrated Teams provide specialized services for municipalities that contract with the RCMP, the Province and independent police departments. The Integrated Teams provide municipalities with the ability to deal with crimes that are highly complex and span multiple jurisdictions.

The costs of the Integrated Teams are shared by participating municipalities and the cost allocation formula¹ has two criteria:

- 1) Criminal Code Offence – 5 year total average criminal code offenses accounts for 75% of the cost sharing
- 2) Population – Annual population accounts for 25% of the cost sharing

The federal and provincial governments provide contributions for the costs of Integrated Teams while the administration of the Integrated Teams costs are charged back to municipalities at full costs. The contributions and charge backs are as follows:

- a) The Integrated Homicide Investigation Team has a 70/30 split, where municipalities are responsible for 70% of the costs (as of April 1, 2012)
- b) The Emergency Response Team has a 50/50 split, where municipalities are responsible for 50% of the costs
- c) All other Integrated Teams have a 90/10 split, where municipalities are responsible for 90% of the costs
- d) Accommodation and Public Service Employee costs are charged back at 100%
- e) Independent police services that utilize the Integrated Teams contribute 100% of the costs

¹ Population and criminal code offenses statistics are based on the report entitled "B.C. Policing Jurisdiction Crime Trends" from the BC Provincial Ministry of Justice, Police Services Division. Example of the generalized formula:

Richmond Overall Share = $0.25 \left(\frac{\text{Population of Richmond}}{\text{Total Population of Participating Partners}} \right) + 0.75 \left(\frac{\text{Richmond 5 Year Total Average Criminal Code Offenses}}{\text{5 Year Total Average Criminal Code Offenses of Participating Partners}} \right)$

Analysis

City of Richmond Expenditures on Integrated Teams

The City of Richmond expenditure on the Integrated Teams for the completed fiscal year 2012/13 (April 1st to March 31st) was \$2,937,868. Table 1 outlines the historical expenditures and the 5-year forecast of the cost of the Integrated Teams. The financial information contained in the table below is based on true invoiced amounts and is slightly different than the financial information contained in the Report.

Table 1 – City of Richmond Expenditures on Integrated Teams

Fiscal Year	Cost of Integrated Teams - Richmond Only	Increases from Prior Years	
2008/09	\$ 2,690,816		
2009/10	\$ 2,953,960	\$ 263,144	9.8%
2010/11	\$ 2,991,355	\$ 37,395	1.3%
2011/12	\$ 3,363,128	\$ 371,773	12.4%
2012/13	\$ 2,937,868	-\$ 425,260	-12.6%
2013/14	\$ 3,315,137	\$ 377,269	12.8%
2014/15	\$ 3,602,864	\$ 287,727	8.7%
2015/16	\$ 3,646,925	\$ 44,061	1.2%
2016/17	\$ 3,715,654	\$ 68,729	1.9%
2017/18	\$ 3,786,925	\$ 71,271	1.9%
2018/19	\$ 3,856,410	\$ 69,485	1.8%

Note: 2008/09 to 2012/13 is actual expenditures. 2013/14 is year-end forecast as of August 31, 2013. 2014/15 to 2018/19 is 5 year projection provided by "E" Division RCMP with IHIT at 70% cost, as of May 2013.

The City's expenditure on Integrated Teams had increased from \$2,690,816 in 2008/09 to \$2,937,868 in 2012/13, which equates to a compounded average growth rate (CAGR) of 2.2% annually over a 5 year period.

In 2012/13, the City's expenditure on Integrated Teams decreased by \$425,260, or -12.6%, due to the decrease in the cost of IHIT and ERT of approximately \$2 million, which included the IHIT 70/30 split. Prior to 2012/13, the cost of IHIT was billed at the 90/10 split.

The estimated 2013/14 year-end cost² of the Integrated Teams for the City is \$3,315,137, which is \$377,269, or 12.6%, higher. Staffing and accommodation costs are the main drivers for this increase. The long-term projected cost of Integrated Teams for the City of Richmond in 2018/19 is at \$3,856,410, which equates to a CAGR of 3% over 10 years (2009/10 to 2018/19).

² Year-end forecast as of August 31, 2013 and is subject to change.
3983025 v8

Lower Mainland Integrated Teams 2013/14 Budget

This section examines the total projected budget³ of the RCMP Lower Mainland Integrated Teams. In 2012/13, the budget for all Integrated Teams was \$52.4 million and in 2013/14 the budget is \$58.1 million, an increase of \$5.7 million or 10.9%. Table 2 below outlines the key areas of the projected cost increases and decreases for the 2013/14 budget (amount includes all partnering municipalities):

Table 2 – 2013/14 Budgeted Increases by Category

Category	Increase/(Decrease)	Percentage Change from Previous Year
Salary	\$939,200	3.4%
Divisional Administration	\$926,800	15.5%
Building and Accommodation	\$3,376,200	1234.9%
Transportation and Travel	(\$469,600)	(33.1%)
Professional Services	(\$418,000)	(7.9%)
Other	\$1,360,910	11.8%
Total Cost	\$5,715,510	10.9%

In summary from 2012/13 to 2013/14, the direct cost⁴ of all of the Integrated Teams increased \$997,300 at 2.4%, while the indirect cost⁵ increased significantly at \$4.73 million, or 40% compared to the previous year. The drivers for the indirect cost increases are divisional administration at \$926,800 a 15.5% increase and building and accommodation at \$3,376,200 a 1234.9% increase

Analysis of Cost Share by Municipalities Compared to “Value of Services Received”

The current cost sharing formula for Integrated Teams is by population (25%) and criminal code offenses (75%) of participating municipalities⁶. Therefore, the cost for Integrated Teams should increase or decrease based on the relative change in population and criminal code statistics of the participating municipalities. There is often no direct correlation on the cost compared to the utilization of the Integrated Teams by municipalities.

Under the current cost sharing structure, the City pays a fixed amount for access to the services of the Integrated Teams, regardless of actual incidents that requires the services received. This section of the report attempts to ascertain the “value of service received” based on “calls for service” data presented in the Report 2012/2013. The underlying assumptions are listed:

- i. It is assumed that the cost allocation is based on the municipality where the crime is reported, detected or committed. With this in mind, it is recognized that crimes investigated by Integrated Teams are multi-jurisdictional in nature.

³ Budgeted amount is determined prior to start of the fiscal year and is subject to revisions throughout the year.

⁴ Direct Cost is defined as: Salary costs, allowances, and operations and maintenance.

⁵ Indirect Cost is defined as: Pension, employer contributions (EI, CPP, etc.), National Programs, administration support, accommodation and training.

⁶ The cost share is calculated separately for each Integrated Team due to the differences of participating municipalities.

- ii. It is assumed that all occurrences cost the same. Likewise, it is recognized that some occurrences are far more complex and require more investigative resources than others.

The tables below provide a comparison of the City's cost share under the current funding formula and the value of service received based on the calls for service data⁷, with the exception of IHIT where the number of homicides were used.

Table 3 – Emergency Response Team Value of Service Received

Emergency Response Team				
Year	Calls For Service	Cost Share - Richmond	Value of Service Received	Difference: Paid More/(Paid Less)
2010/11	73	420,695	234,277	186,418
2011/12	114	467,302	210,755	256,547
2012/13	122	441,654	319,063	122,591
3 Year Average	103	443,217	247,633	195,584

Table 4 – Integrated Collision Analysis and Reconstruction Service Value of Service Received

Integrated Collision Analysis and Reconstruction Service				
Year	Calls For Service	Cost Share - Richmond	Value of Service Received	Difference: Paid More/(Paid Less)
2010/11	7	195,773	76,023	119,750
2011/12	19	208,378	224,608	(16,230)
2012/13	13	196,262	160,035	36,227
3 Year Average	13	200,138	151,289	48,848

⁷ The cost share amount, calls for service data and other relevant information used in this section of the analysis were obtained from the RCMP Integrated Teams Annual Report. As well, the 3 year average of the Value of Service Received is based on the total average cost and the total average occurrences for the 3 years. Therefore, the 3 Year Average Value of Services Received provided in the tables is not a straight average of the presented data.

Table 5 – Integrated Forensic Identification Services Value of Service Received

Integrated Forensic Identification Services				
Year	Calls For Service	Cost Share - Richmond	Value of Service Received	Difference: Paid More/(Paid Less)
2010/11	847	675,535	700,892	{25,357}
2011/12	954	779,269	914,136	{134,867}
2012/13	994	766,673	812,913	(46,240)
3 Year Average	932	740,492	809,314	(68,821)

Note: IFIS occurrence data unavailable for 2010/11. 2010/11 figures were from last year's report. Hence, the 3 Year Average is a straight average of the years (not based on total average occurrences and total average cost)

Table 6 – Integrated Homicide Investigation Team Value of Service Received

Integrated Homicide Investigation Team				
Year	Number of Homicide	Cost Share - Richmond	Value of Service Received	Difference: Paid More/(Paid Less)
2010/11	0	1,205,389	-	1,205,389
2011/12	2	1,326,837	919,687	407,150
2012/13	3	949,151	964,029	{14,878}
3 Year Average	2	1,160,459	647,340	513,119

Note: Number of homicides were used to tabulate value of service received, instead of calls for service.

Table 7 – Integrated Police Dog Service Value of Service Received

Integrated Police Dog Service				
Year	Calls For Service	Cost Share - Richmond	Value of Service Received	Difference: Paid More/(Paid Less)
2010/11	1,429	489,695	922,493	(432,798)
2011/12	1,181	567,083	883,705	(316,622)
2012/13	1,037	573,034	640,808	(67,774)
3 Year Average	1,216	543,271	810,920	(267,649)

Table 8 – City of Richmond Integrated Team Cost Share Compared to Value of Services Received

All Integrated Teams				
Year	Calls For Service	Cost Share - Richmond	Value of Service Received	Difference: Paid More/(Paid Less)
2010/11	2,356	2,987,087	1,933,686	1,053,401
2011/12	2,270	3,348,869	3,152,891	195,978
2012/13	2,169	2,926,774	2,896,848	29,926
3 Year Average	2,265	3,087,577	2,666,496	421,081

Note on All Integrated Teams:

(a) IFIS data for 2010/11 is obtained from previous year's Report to Council

(b) IHIT is based on number of homicides

Over the last three years, the City has consistently paid more than the value of service received, though the gap is narrowing. A review of the cost sharing compared to the calls for service showed that few municipalities receive a one to one ratio of expenditure to the value of services received. Table 9 is a comparison of other larger participating municipalities cost share in 2012/13 and 2011/12 compared to the value of service received.

Table 9 – Comparison of Major Cities Over Two Years

City	2012/13			2011/12		
	Cost Share	Value of Service Received	Difference: Paid More/(Paid Less)	Cost Share	Value of Service Received	Difference: Paid More/(Paid Less)
Burnaby	4,061,874	3,748,292	313,582	4,772,654	4,288,188	484,466
North Vancouver City	935,260	605,999	329,261	1,076,360	1,133,919	(57,559)
Richmond	2,926,774	2,896,848	29,926	3,348,869	3,152,891	195,978
Surrey	9,325,498	12,027,459	(2,701,961)	10,441,054	14,423,067	(3,982,013)

Attachment 1 of this report provides detailed data tables on a team by team analysis of the cost share compared to the value of services received for all municipalities that utilize the RCMP Integrated Teams.

In summary, the cost sharing formula aims for equitable distribution of costs. Over the past three years, the City has paid on average approximately \$420,000 annually more for the Integrated Teams than the value of the services received and thus, future annual monitoring will take place.

Financial Impact

None.

Conclusion

Staff will continue to examine and monitor, based on historical usage, the annual costs and benefits to the City of Richmond of the RCMP Integrated Teams. The Officer in Charge of the RCMP Integrated Teams has offered to present their report to Committee.



Anne Stevens

Senior Manager, Community Safety Policy & Programs
(604-276-4273)

ATTACHMENT - 1

Cost Share Compared to Value of Services Received by Integrated Teams for All Participating Municipalities (excludes Provincial figures)

All Integrated Teams 2012/13 - Comparison of Cost Share to Value of Services Received					
Municipality	Cost Share Amount	Cost Share Percentage	Value of Service Received	Value of Service Percentage	Paid More/ (Paid Less)
Abbotsford	1,626,459	5.0%	1,252,597	3.9%	373,862
Burnaby	4,061,874	12.5%	3,748,292	11.6%	313,582
Chilliwack	1,917,870	5.9%	1,634,987	5.0%	282,883
Coquitlam	2,027,462	6.3%	1,689,837	5.2%	337,625
Hope	178,192	0.5%	172,193	0.5%	5,999
Kent	87,889	0.3%	75,185	0.2%	12,704
Langley City	714,949	2.2%	669,730	2.1%	45,219
Langley Township	1,880,837	5.8%	2,335,109	7.2%	(454,272)
Maple Ridge	1,598,654	4.9%	1,747,911	5.4%	(149,257)
Mission	880,498	2.7%	1,199,557	3.7%	(319,059)
New Westminster	642,459	2.0%	642,686	2.0%	(227)
North Vancouver City	935,260	2.9%	605,999	1.9%	329,261
North Vancouver District	1,083,849	3.3%	788,915	2.4%	294,934
Pitt Meadows	329,703	1.0%	169,963	0.5%	159,740
Port Coquitlam	996,870	3.1%	317,725	1.0%	679,145
Richmond	2,926,774	9.0%	2,896,848	8.9%	29,926
Sechelt	150,617	0.5%	58,879	0.2%	91,738
Squamish	440,289	1.4%	179,553	0.6%	260,736
Surrey	9,325,498	28.8%	12,027,459	37.1%	(2,701,961)
Whistler	314,615	1.0%	121,122	0.4%	193,493
White Rock	305,800	0.9%	91,870	0.3%	213,930
	32,426,418	100%	32,426,418	100%	

Emergency Response Team 2012/13 - Comparison of Cost Share to Value of Services Received					
Municipality	Cost Share Amount	Cost Share Percentage	Value of Service Received	Value of Service Percentage	Paid More/ (Paid Less)
Burnaby	612,812	13.5%	373,984	8.2%	238,828
Chilliwack	289,272	6.4%	557,052	12.3%	(267,780)
Coquitlam	305,919	6.7%	154,301	3.4%	151,618
Hope	24,547	0.5%	36,614	0.8%	(12,067)
Kent	12,113	0.3%	10,461	0.2%	1,652
Langley City	107,824	2.4%	230,144	5.1%	(122,320)
Langley Township	283,761	6.3%	339,985	7.5%	(56,224)
Maple Ridge	241,152	5.3%	300,756	6.6%	(59,604)
Mission	132,807	2.9%	201,376	4.4%	(68,569)
North Vancouver City	141,097	3.1%	60,151	1.3%	80,946
North Vancouver District	163,598	3.6%	60,151	1.3%	103,447
Pitt Meadows	49,741	1.1%	41,844	0.9%	7,897
Port Coquitlam	150,402	3.3%	54,921	1.2%	95,481
Richmond	441,654	9.7%	319,063	7.0%	122,591
Sechelt	20,757	0.5%	-	0.0%	20,757
Squamish	66,408	1.5%	47,075	1.0%	19,333
Surrey	1,406,763	31.0%	1,718,232	37.8%	(311,469)
Whistler	43,339	1.0%	23,537	0.5%	19,802
White Rock	46,142	1.0%	30,461	0.2%	35,681
	4,540,108	100%	4,540,108	100%	

Integrated Collision Analysis and Reconstruction Service 2012/13 - Comparison of Cost Share to Value of Services Received					
Municipality	Cost Share Amount	Cost Share Percentage	Value of Service Received	Value of Service Percentage	Paid More/ (Paid Less)
Burnaby	272,372	13.5%	295,449	14.6%	(23,077)
Chilliwack	128,600	6.4%	123,104	6.1%	5,496
Coquitlam	135,955	6.7%	98,483	4.9%	37,472
Hope	11,139	0.6%	36,931	1.8%	(25,792)
Kent	5,494	0.3%	12,310	0.6%	(6,816)
Langley City	47,939	2.4%	49,242	2.4%	(1,303)
Langley Township	126,121	6.2%	209,276	10.4%	(83,155)
Maple Ridge	107,197	5.3%	73,862	3.7%	33,335
Mission	59,041	2.9%	49,242	2.4%	9,799
North Vancouver City	62,714	3.1%	49,242	2.4%	13,472
North Vancouver District	72,682	3.6%	49,242	2.4%	23,440
Pitt Meadows	22,108	1.1%	12,310	0.6%	9,798
Port Coquitlam	66,846	3.3%	-	0.0%	66,846
Richmond	196,262	9.7%	160,035	7.9%	36,227
Sechelt	9,416	0.5%	24,621	1.2%	(15,205)
Squamish	29,523	1.5%	12,310	0.6%	17,213
Surrey	625,320	31.0%	701,692	34.8%	(76,372)
Whistler	19,667	1.0%	49,242	2.4%	(29,575)
White Rock	20,506	1.0%	12,310	0.6%	8,196
	2,018,902	100%	2,018,902	100%	

Integrated Forensic Identification Services 2012/13 - Comparison of Cost Share to Value of Services Received					
Municipality	Cost Share Amount	Cost Share Percentage	Value of Service Received	Value of Service Percentage	Paid More/ (Paid Less)
Burnaby	1,063,987	13.5%	1,019,821	12.9%	44,166
Chilliwack	502,361	6.4%	647,713	8.2%	(145,352)
Coquitlam	531,091	6.7%	729,495	9.3%	(198,404)
Hope	43,227	0.5%	85,053	1.1%	(41,826)
Kent	21,321	0.3%	42,527	0.5%	(21,206)
Langley City	187,269	2.4%	246,982	3.1%	(59,713)
Langley Township	492,676	6.2%	502,959	6.4%	(10,283)
Maple Ridge	418,752	5.3%	359,841	4.6%	58,911
Mission	230,635	2.9%	170,924	2.2%	59,711
North Vancouver City	244,986	3.1%	360,658	4.6%	(115,672)
North Vancouver District	283,925	3.6%	168,471	2.1%	115,454
Pitt Meadows	86,364	1.1%	21,263	0.3%	65,101
Port Coquitlam	261,126	3.3%	58,883	0.7%	202,243
Richmond	766,673	9.7%	812,913	10.3%	(46,240)
Sechelt	36,539	0.5%	18,810	0.2%	17,729
Squamish	115,328	1.5%	71,968	0.9%	43,360
Surrey	2,442,732	31.0%	2,488,625	31.6%	(45,893)
Whistler	76,321	1.0%	35,984	0.5%	40,337
White Rock	80,104	1.0%	42,527	0.5%	37,577
	7,885,417	100%	7,885,417	100%	

Integrated Homicide Investigation Team 2012/13 - Comparison of Cost Share to Value of Services Received					
Municipality	Cost Share Amount	Cost Share Percentage	Value of Service Received	Value of Service Percentage	Paid More/ (Paid Less)
Abbotsford	1,107,890	9.7%	642,686	5.6%	465,204
Burnaby	1,317,131	11.5%	1,285,372	11.1%	31,759
Chilliwack	621,825	5.4%	-	0.0%	621,825
Coquitlam	657,477	5.7%	321,343	2.8%	336,134
Hope	67,302	0.6%	-	0.0%	67,302
Kent	33,202	0.3%	-	0.0%	33,202
Langley City	231,793	2.0%	-	0.0%	231,793
Langley Township	609,893	5.3%	964,029	8.3%	(354,136)
Maple Ridge	518,353	4.5%	642,686	5.6%	(124,333)
Mission	285,482	2.5%	642,686	5.6%	(357,204)
New Westminster	642,459	5.6%	642,686	5.6%	(227)
North Vancouver City	303,269	2.6%	-	0.0%	303,269
North Vancouver District	351,537	3.1%	321,343	2.8%	30,194
Pitt Meadows	106,911	0.9%	-	0.0%	106,911
Port Coquitlam	323,256	2.8%	-	0.0%	323,256
Richmond	949,151	8.3%	964,029	8.3%	(14,878)
Sechelt	56,898	0.5%	-	0.0%	56,898
Squamish	142,752	1.2%	-	0.0%	142,752
Surrey	3,023,777	26.4%	5,141,490	44.4%	(2,117,713)
Whistler	118,827	1.0%	-	0.0%	118,827
White Rock	99,167	0.9%	-	0.0%	99,167
	11,568,352	101%	11,568,352	101%	

Integrated Police Dog Service 2012/13 - Comparison of Cost Share to Value of Services Received					
Municipality	Cost Share Amount	Cost Share Percentage	Value of Service Received	Value of Service Percentage	Paid More/ (Paid Less)
Abbotsford	518,569	8.2%	609,911	9.5%	(91,342)
Burnaby	795,572	12.5%	773,666	12.1%	21,906
Chilliwack	375,812	5.9%	307,118	4.8%	68,694
Coquitlam	397,020	6.2%	386,215	6.0%	10,805
Hope	31,977	0.5%	13,595	0.2%	18,382
Kent	15,759	0.2%	9,887	0.2%	5,872
Langley City	140,124	2.2%	143,363	2.2%	(3,239)
Langley Township	368,386	5.8%	318,859	5.0%	49,527
Maple Ridge	313,200	4.9%	370,766	5.8%	(57,566)
Mission	172,533	2.7%	135,330	2.1%	37,203
North Vancouver City	183,194	2.9%	135,948	2.1%	47,246
North Vancouver District	212,107	3.3%	189,709	3.0%	22,398
Pitt Meadows	64,579	1.0%	94,545	1.5%	(29,966)
Port Coquitlam	195,240	3.1%	203,921	3.2%	(8,681)
Richmond	573,034	9.0%	640,808	10.0%	(67,774)
Sechelt	27,007	0.4%	15,449	0.2%	11,558
Squamish	86,278	1.4%	48,200	0.8%	38,078
Surrey	1,826,905	28.8%	1,977,420	31.0%	(150,514)
Whistler	56,461	0.9%	12,359	0.2%	44,102
White Rock	59,881	0.9%	26,572	0.4%	33,309
	6,413,639	101%	6,413,639	101%	



City of Richmond

Report to Committee

To: General Purposes Committee
From: Victor Wei, P. Eng.
Director, Transportation
Date: October 1, 2013
File: 01-0153-04-01/2013-
Vol 01
Re: **Annual Report from City Citizen Representatives to the Vancouver
International Airport Aeronautical Noise Management Committee (YVR ANMC)**

Staff Recommendation

1. That staff be directed to explore the recommendations of the City's citizen representatives to the YVR ANMC as outlined in Attachment 1 and provide a status update as part of the annual reporting process in 2014.
2. That the reporting to General Purposes Committee of the City's citizen representatives to the YVR ANMC be revised from semi-annually to annually in light of the reduced YVR ANMC meeting frequency.

Victor Wei, P. Eng.
Director, Transportation
(604-276-4131)

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Policy Planning	<input checked="" type="checkbox"/>	
REVIEWED BY DIRECTORS	INITIALS: DW	APPROVED BY CAO

Staff Report

Origin

Since Council's endorsement of the final recommendations from the Richmond Airport Noise Citizens Advisory Task Force in June 2010, the City's two citizen appointees to the YVR ANMC have been providing updates directly to the General Purposes Committee on agenda items discussed at the YVR ANMC meetings. Following the last update in July 2012, this report provides the latest update through:

- an overview of the agenda items discussed at the four YVR ANMC meetings held between September 2012 and September 2013; and
- a memorandum prepared by the City's appointees to the YVR ANMC (see **Attachment 1**).

Analysis

1. Agenda Items Discussed at YVR ANMC Meetings

The YVR ANMC continues to achieve good participation from all cities and agencies with the opportunity for insightful discussions on a wide range of aeronautical noise-related topics as well as continued educational tours to enhance members' understanding of airport operations. A summary of key agenda items discussed at Committee meetings held between September 2012 and September 2013 is provided below.

1.1 Night-time Operations Study

A study of night-time (defined as the period between midnight and 6:00 am) operations was completed to determine if the current approval guideline for night-time jet operations is sufficient or if new guidelines/restrictions based on aircraft noise levels should be considered. Current airport procedures to manage noise at night include:

- closing the north runway nightly between 10:00 pm and 7:00 am, except for emergencies and maintenance;
- using two-directional flow and preferential runways to keep arrivals and departures over the Strait of Georgia as much as possible (weather permitting);
- using special air traffic control procedures for particular operations to minimize over-flights of populated areas; and
- having an approval requirement for jet operations between midnight and 7:00 am.

In 2011, there were approximately 7,490 night operations (down approximately 16 per cent from the peak in 2000), which translates to around 20 operations per night. Approximately 64 per cent of the total night operations are landings, which tend to be quieter than departures. Between January 2010 and October 2012, approximately 530 complaints from across the region were received regarding night operations (19 per cent of the total complaints).

Night operations to Asia-Pacific are forecast to continue to increase in the future due to growing demand and a desire for stronger economic and business ties with the area. The likely aircraft to operate these flights are the B777 and the new B787, both of which meet Chapter 4 requirements

(i.e., the quietest planes available). The VAA is not proposing additional night access restrictions due to the economic benefits generated in terms of jobs, wages, taxes, and GDP.

The VAA is proposing the following amendments to *Night Restrictions – Part II* in the YVR Noise Abatement Procedures (NAP) to ensure greater clarity and consistency:

- Eliminate Approval Requirement for Arrivals: would provide consistency between NAP and approval guidelines as all night-time arrival operations, which are quieter than departures, are currently permitted.
- Reduce Night-time Period for Approvals: the definition of night-time would be amended from between midnight and 7:00 am to between midnight and 6:00 am in order to provide consistency between NAP and approval guidelines as all operations (arrivals and departures) between 6:00 am and 7:00 am are currently permitted.
- Prior Approval Requirement: to be applicable only to jet aircraft over 34,000 kg. The current wording states that jet aircraft cargo, air carrier scheduled and charter flights require prior approval but not private flights. The proposed amendment would make operating weight the criterion for applicability. The weight was chosen to exclude the vast majority of business jets from the approval process as these operations are currently approved, have very few night-time operations and are not a noise issue for the community. Given the separate amendment to eliminate the approval requirement for arrivals, the effect of this amendment is that prior approval is required only for departures.

As directed by Transport Canada, the approval process for the proposed amendments requires consultation, economic analysis, cost-benefit analysis, alternative evaluation, etc. VAA will consult with operators and pilots and intends to submit the proposed wording amendments to Transport Canada in 2013.

1.2 Float Plane Operations

In 2012, a number of operational best practices were identified in consultation with the float plane operators using the Middle Arm of the Fraser River. As a result of this work, the following wording was approved by Transport Canada and published in the 2013 editions of the Canada Flight Supplement and the Water Aerodrome Supplement (WAS):

Consistent with safe aircraft operations, the following are recommended operational procedures:

1. *Take-offs Westbound and landings Eastbound are preferred when wind and water conditions permit.*
2. *Use low RPM reduced noise take-off when able.*
3. *Avoid departure routes that fly over the City of Richmond, whenever possible.*
4. *Avoid using "reverse thrust" after landing to slow the aircraft.*
5. *Maintain 500 feet ASL when flying the Westminster Hwy downwind route.*
6. *Join the downwind circuit for the Westbound landing after passing the TERRA NOVA waypoint unless directed by ATC.*

VAA is now preparing an informational brochure outlining the best practices for distribution to operators in Spring 2014. The two-sided brochure will include:

- maps identifying the landing/take-off area of the river and the preferred routes for approaches and take-offs; and

- the WAS wording regarding operational practices as well as background information on float plane operations within the context of YVR's noise management program.

In addition, the altitude of transit routes over Richmond and YVR used by float planes travelling between Vancouver Harbour and Victoria Harbour was raised by NAV CANADA in early 2012 to avoid conflict with the missed approach altitude for the north runway. While this change was made to enhance aviation safety, it generated a community benefit as float planes now operate at a higher altitude while transiting over the city.

Table 1: Noise Complaints to VAA for 2012

Municipality/Area	#	%
South Delta	320	35
Richmond	172	19
Surrey	165	18
Vancouver	137	15
North Delta	62	7
Burnaby	17	2
Other/Unknown	30	3
Total	903	100

1.3 2012 Aeronautical Noise Management Report

The number of noise concerns received by the VAA in 2012 was up slightly from 2011 but still lower than the recent peak in 2009. A total of 903 noise concerns were logged in 2012, which is a 15 per cent increase from 2011 and a 58 per cent decrease from 2009. Consistent with past years, most concerns are associated with over-flights (79 per cent) and departures (11 per cent). As shown in Table 1, complaints from Richmond residents accounted for 19 per cent of the total received, which is similar to past years.

Of those complaints received from Richmond residents, the operational concerns identified include take-offs (22 per cent), run-ups (20 per cent) and approach/landing (11 per cent). Over one-quarter (26 per cent) of complaints did not identify a particular operational concern. For each type of operational concern, the most common complaints were loud or excessive noise (30 per cent), sleep disturbance (21 per cent) and low flying aircraft (15 per cent).

The VAA also provided testimony as part of legal proceedings in November 2012 arising from a claim filed by a Richmond resident seeking monetary compensation due to lost potential income as a result of being disturbed by night-time engine run-up noise. The Small Claims Court ruled in favour of the VAA.

1.4 Member Survey re Committee Functionality

A survey was distributed to Committee members in October 2012 seeking feedback on meeting venue, meeting frequency, meeting format, minutes and agenda, and quarterly reporting and communication. Table 2 summarizes the changes to the Committee structure and operations based on the feedback received. Given that the Committee now meets only three times each year, staff propose that the City's citizen representatives to the YVR ANMC will henceforth report annually to General Purposes Committee, rather than semi-annually.

Table 2: Summary of Changes to YVR ANMC Structure

Topic	Outcome
Venue	<ul style="list-style-type: none"> Remain at YVR
Frequency	<ul style="list-style-type: none"> Reduced to 3 (from 4) meetings per year with one annual educational tour
Format	<ul style="list-style-type: none"> Remain closed to public but provide time for interested residents to present issues Allow time for citizen representatives to raise issues
Agenda & Minutes	<ul style="list-style-type: none"> Structure topics to allow more discussion Decrease time required for distribution of minutes and meeting materials
Quarterly Reports & Communications	<ul style="list-style-type: none"> Ensure consistency across reports Institute email notification to members of irregular operations

1.5 Update of 5-Year Noise Management Plan (2014-2018)

As VAA's current 5-Year Noise Management Plan (NMP) is now in its fifth and final year, a new 5-year plan is being developed during 2013 for delivery for approval to Transport Canada by December 1, 2013. Table 3 identifies the tasks, major work elements and anticipated timelines.

Table 3: Noise Management Plan (2014-2018) Process

Task	Major Work Elements	2013 Timeline
Issues Identification	<ul style="list-style-type: none"> Administer on-line survey Analyse noise concerns Discussion with Committee 	Q1-Q2
Initiative Development	<ul style="list-style-type: none"> Noise management best practices report Discussion with Committee Results of on-line survey 	Q2-Q3
Plan Development	<ul style="list-style-type: none"> Prepare draft Plan Circulate to Committee for review and comment 	Q3
Plan Approval	<ul style="list-style-type: none"> Submit final draft Plan to Transport Canada 	Q4

VAA staff have prepared a draft NMP that distils the input received to date (as described below in Sections 1.5.1 and 1.5.2) into a number of focus

areas, each with specific actions and initiatives. This first draft of the plan was distributed to the Committee for review on September 10, 2013 and it is currently under review by staff. The draft report along with staff comments will be presented in a separate report in November 2013.

1.5.1 Issues Identification

Interview and on-line surveys regarding environmental concerns related to YVR including noise were conducted during March-April 2013 for both the general public (305 respondents) and stakeholders (88 respondents) including the YVR ANMC.¹ Respondents were asked to rank and rate the importance of 11 various environmental topics, one of which was "minimizing aircraft noise in the community." The noise-related results include:

- the general public did not rank aircraft noise among the top five most important topics whereas stakeholders did;
- 65 and 76 per cent of the general public and stakeholders respectively rate minimizing aircraft noise as very important or important;
- 32 per cent of respondents from Richmond reported being annoyed by aircraft noise at home in 2012;
- 36 per cent of stakeholders rated the VAA's performance on addressing aircraft noise as poor and 39 per cent of the general public indicated that they did not know; and
- stakeholders mainly provided suggestions to help reduce aircraft noise including control and/or reduce flights over residential areas, eliminate late night flights and implement stricter regulations.

1.5.2 Initiative Development

A noise management best practices report was commissioned by VAA to help identify potential initiatives for the new NMP through:

¹ The "general public" comprise a representative sample of residents in the Lower Mainland aged 18+ who were interviewed while "stakeholders" are those respondents who completed the on-line survey posted on the YVR website. The geographical distribution of the general public respondents was representative of the overall population of the Lower Mainland (e.g., nine percent of respondents were from Richmond). The stakeholders comprise the general public who chose to complete the survey after seeing a notice on the YVR website as well as individuals targeted by the VAA (e.g., members of YVR ANMC and YVR EAC).

- a review of industry best practices related to aeronautical noise management across the areas of policy, aircraft/engine technology, airport case studies, and community consultation and communication; and
- a summary of practices for consideration at YVR along with the associated implementation issues, potential effectiveness and costs to all stakeholders.

The report identified a number of best practices (see **Attachment 2**) deemed most likely to be applicable to YVR that could practically enhance the noise environment around the airport and/or build stronger ties with the community through open dialogue about noise exposure. These practices will be reviewed by staff as part of the separate report on the NMP to be presented in November 2013. Some suggested practices require greater clarification and justification with respect to the benefits to the City.

2. Memorandum from City's Appointees to the YVR ANMC

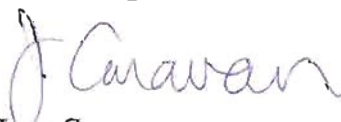
The City's citizen representatives to the YVR ANMC continue to uphold Richmond's profile at the Committee and both contribute positively to discussions. Staff support the two recommendations identified in the memorandum (i.e., that the City partner with the VAA on the *Fly Quiet Awards* such as the Mayor presenting the awards, and publicize and provide training for residents in the use of WebTrak to register airport noise complaints) and recommend that their feasibility be explored. Staff would provide an update on the status of the two initiatives as part of the annual report back in 2014:

Financial Impact

None.

Conclusion

The YVR ANMC remains a valuable forum for addressing aeronautical noise impacts on Richmond. The process underway to develop VAA's new *2014-2018 Noise Management Plan* presents an opportunity for the City and the City's representatives to the YVR ANMC to suggest and ensure that any new initiatives of the YVR ANMC are consistent with the overall goal of minimizing aeronautical noise impacts to the community and enhancing residents' quality of life.



Joan Caravan
Transportation Planner
(604-276-4035)

To: City of Richmond General Purposes Committee

September 11, 2013

From: Haydn Acheson, Past City of Richmond Citizen YVR ANMC Representative
Margot Spronk, Current City of Richmond Citizen YVR ANMC Representative
Donald Flintoff, Current City of Richmond Citizen YVR ANMC Representative

2013 Status Report: YVR Aeronautical Noise Management Committee (YVR ANMC)

City Appointees

Haydn Acheson was first appointed to the YVR ANMC in January 2009 and re-appointed in 2011/2012 for a second and final term. Haydn's experience as an airline pilot and senior airline executive, and current role as President and General Manager at the Coast Mountain Bus Company, brought valuable insight and expertise to his representation of Richmond citizen interests to the Committee.

The 2013-2014 term is the third YVR ANMC appointment for Margot Spronk. Margot was previously NAV CANADA's General Manager for the Vancouver Flight Information Region, and worked as an air traffic controller at the Vancouver Area Control Centre. Margot lives in Steveston.

Donald Flintoff was appointed to the YVR ANMC in January 2013 for a two-year term. Donald brings his experience as a consulting engineer to the table. Currently Donald is the Senior Electrical Engineer for the British Columbia Utilities Commission, has lived in Richmond since 1975, and currently lives in the Thompson area since 1988.

Past Year at the Vancouver Aeronautical Noise Management Committee

Since our last report, the YVR ANMC met four times: September 12, 2012; December 12, 2012; April 24, 2013; and September 10, 2013. In 2012, YVR decided to eliminate the second quarter meeting and offer an airside tour to familiarize YVR ANMC members with airport operations. This year's tour took place on June 12, 2013 and included a presentation on wildlife management.

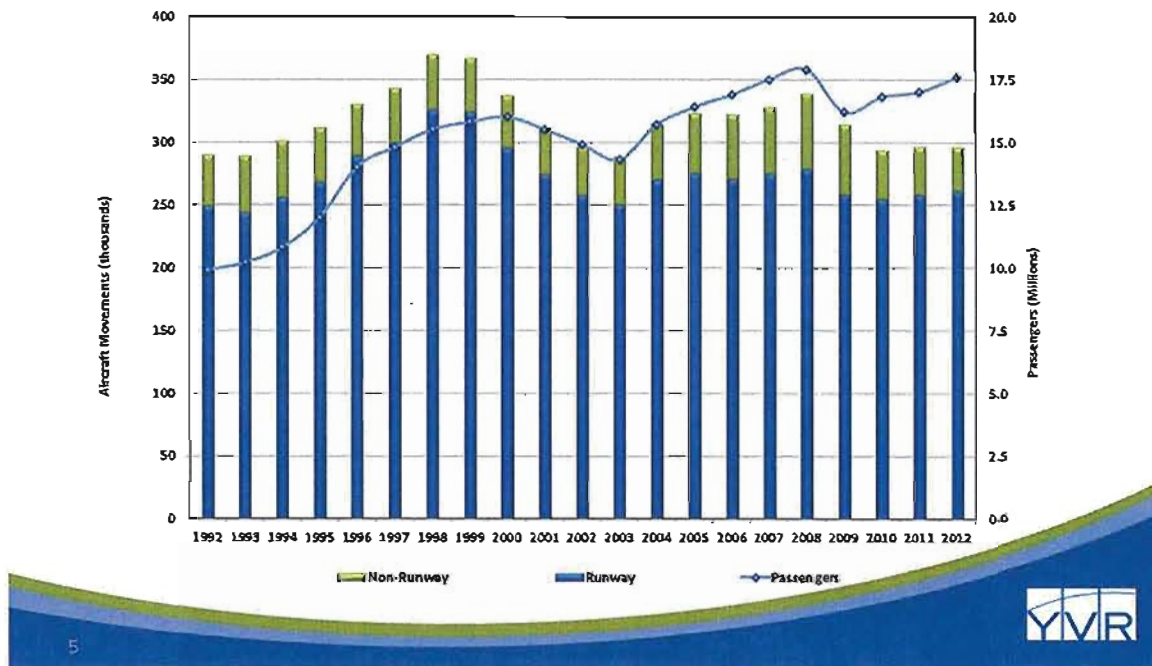
Highlights

- Retirement of Haydn Acheson in December 2012 and appointment of new citizen representative Don Flintoff.
- Review and revision of night time operations guidelines. As background, in 2011 there were 7,490 night-time operations—approximately 20 operations per night. Of these, 66% are arrivals, 22% propeller-driven, 6% business jet, 33% narrow-body jet and 39% wide-body jet. Night time traffic over the past 5 years remains static at around 3% of daily operations. The revised guidelines will reduce the night-time period when prior approval is required from the current midnight to 7 a.m., to midnight to 6 a.m. Furthermore, arriving aircraft will not require approval, nor will aircraft under 34,000 kg. It is not expected that this change will negatively affect the impact of night time operations on Richmond residents, as the new rules reflect the current approval practice. However, your citizen representatives will continue to monitor reports on this sensitive issue for Richmond residents.
- This year is the final year of the 2009-2013 YVR Noise Management Plan. The 2014-2018 Noise Management Plan was issued in draft form to Committee members at the September 10, 2013 YVR ANMC Meeting. This draft is based on input from adjacent communities (including Richmond) through a survey, input from Committee members and a study and analysis of industry best practices. Once approved in principle by the YVR Board, it will be brought to Richmond staff and council in October for review before it is sent to Transport Canada for approval at the end of the year. Your citizen representatives have put forward a number of initiatives that have been included in the draft report re: floatplane traffic, use of advance Performance Based Navigation to reduce aircraft noise, and community and industry awareness.

Vancouver Airport Statistical Trends

Vancouver International Airport was named best airport in North America for the fourth year in a row by Skytrax. Runway operations were up 0.5% in 2012, exceeding 300,000 for the first time since the 2008/2009 recession. Passenger numbers were up over 3%, showing a shift towards larger aircraft and higher load factors. Larger newer aircraft with higher load factors have a beneficial effect on the overall noise profile of the airport.

Annual Aircraft Movements & Passengers (1992-2012)



Richmond-Specific Noise Trends

- 10 Noise Monitoring Terminals (NMTs) are located throughout Richmond.
- As of the end of the third quarter of 2013, 351 noise complaints were made by 78 Richmond residents, a significant increase over the same period in 2012. 225 concerns were registered by one Richmond resident, primarily regarding floatplane operations.
- 198 of the 351 complaints concerned floatplane operations
- To compare, at the end of the first quarter of 2013, Richmond complaints were down 22% over the same period the previous year, and the major concern was propeller departures.

NMT	Name	Location
1	Unidentified	Privacy Issues
2	Airside Burkeville	Templeton St.
3	Lynas Lane Park	Lynas Lane & Walton Rd.
4	Tomsett Elementary	Odlin Rd. and No. 4 Rd.
5	Bath Slough	Bath Rd. & Bath Slough
6	Outer Marker	Westminster Hwy & No. 7 Rd.
11	Bridgeport	No. 4 Rd. & Finlayson Dr.
12	West Sea Island	Airside YVR
13	North Sea Island	Ferguson Rd.
17	Maple Lane Elementary	Alouette Dr. & Tweedsmuir Ave.

2013 YVR ANMC Survey Questionnaire

For the creation of the 2014-2018 YVR Noise Management Plan, YVR used a questionnaire format to identify current community issues through the on-line community survey and analysis of historical noise

complaints, and the completion of a "best management practices" report. Common issues cited in the community survey and historical complaints received by the Airport Authority include:

- Night Operations*
- Run-up operations*
- Aircraft on approach*
- Departing Aircraft*
- Floatplane Operations*
- Marginally compliant Chapter 3 Aircraft*
- North Runway use at night
- Frequency of flights*
- Low Flying aircraft*
- Aircraft routings*
- ILS Checks

Issues marked with an asterisk (*) were of particular concern to survey respondents from Richmond.

Community Engagement using WebTrak

To aid the community in furthering their understanding of flight operations and noise levels in their area, the Vancouver Airport Authority provides YVR Webtrak, a web-based tool that allows residents to view 'real-time' and historical flight and noise data collected by YVR's Aircraft Noise Monitoring & Flight Tracking System. WebTrak also allows concerned citizens to register complaints about particular aircraft or general concerns about aviation in their community.

Areas of Focus in 2013-2014

We will continue to monitor and contribute to the following initiatives:

- Review and comment on the draft 2014-2018 Noise Management Plan
- Development of a training module for flying training schools to raise awareness of noise within the pilot community.
- Continue to monitor progress on Noise Task Force Recommendations.
- Provide input to Vancouver Airport Authority and City on aircraft noise mitigation and land use planning, including those areas that are subject to the City's Aircraft Noise Sensitive Development bylaw requirements.

Recommendations to the General Purposes Committee

1. That the City consider partnering with the Vancouver Airport Authority on the **Fly Quiet Awards**, to show the City's appreciation of the aviation community's commitment to being good neighbours. These awards are presented at the annual YVR Chief Pilot's Meeting to the airlines that are not in violation of noise abatement procedures, have the lowest average noise level and fly regularly at YVR.
2. The City should publicize and provide training for its residents in the use of WebTrak to register airport noise complaints. Also, as WebTrak is an English only program, the City, concerning the demographics of its residents, should provide help menus in the other prominent languages spoken in Richmond. Although this may initially increase the complaints, the accuracy of the data should also increase.

We are appreciative of the opportunity to work with the City and the Vancouver Airport Authority on the environmental noise portfolio, and look forward to helping make a difference in how airport noise is felt and perceived in Richmond as we complete our 2013/2014 term.

Sincerely,

Margot Spronk
Donald Flintoff

Summary of Best Practices Likely Applicable to YVR

Best Practice	Description	Implementation Considerations	Potential Effectiveness	Cost to Stakeholders
Marginally Compliant Chapter 3 Restrictions	Implement operational restrictions on Chapter 3 aircraft originally certified as Chapter 2 (hush-kitted)	<ul style="list-style-type: none"> Requires economic analysis and consultation with industry Likely to face significant opposition from airlines Need to ensure compliance with federal rules 	<ul style="list-style-type: none"> Reduction in noisier aircraft movements Airline may relocate operations rather than replace aircraft 	<ul style="list-style-type: none"> Could be significant for airlines Change in fleet offset by lower fuel and maintenance costs
Balanced Approach to Required Navigation Performance (RNP) Operations	Use of RNP technology to concentrate aircraft movements over certain areas or define low noise impact corridors over the community	<ul style="list-style-type: none"> Almost 50% of operations are propeller aircraft and many of those are not capable of using RNP National policy needed on how RNP procedures are to be evaluated during development Consultation with airlines and NAV Canada required 	<ul style="list-style-type: none"> Can reduce noise on arrivals and departures but need to balance with: <ul style="list-style-type: none"> concentration of noise under flight paths creation of new flight paths additional fuel and emissions from flying extra flight track miles 	<ul style="list-style-type: none"> NAV Canada primarily responsible for review process associated with airspace redesign VAA may need to dedicate additional resources
Noise-Based Landing Charges	Surcharge to landing fees for noisier aircraft	<ul style="list-style-type: none"> Must be fair and part of a cost-recovery program to alleviate/mitigate noise rather than raise revenues Should be evaluated against business objectives of VAA 	<ul style="list-style-type: none"> Dependant on balanced approach between costs recovered and benefits to the community 	<ul style="list-style-type: none"> Targeted to noisier aircraft operators Limited to cost recovery with fees directed to noise mitigation or alleviation strategies
Community Trust Fund	Develop fund to augment current VAA sponsorships in the community and/or to transparently manage funds collected from noisier operators	<ul style="list-style-type: none"> Need to develop clear scope and terms of reference Selection of trustees to provide oversight of funds and selected initiatives 	<ul style="list-style-type: none"> Valuable means of managing funds specifically to compensate communities impacted by aircraft noise 	<ul style="list-style-type: none"> Funds sourced from a noise-based landing charges system
Acoustic Treatment Program	Application of acoustic treatments beyond current building code requirements	<ul style="list-style-type: none"> Could be funded from a noise-based landing fee Consultation with municipalities to clearly define the eligibility and extent of the program 	<ul style="list-style-type: none"> Will vary based on baseline condition of each building as well as scope and scale of the program 	<ul style="list-style-type: none"> Funding solely from a noise-based landing fee may be a challenge given relatively few operations of noisier aircraft at YVR Significant VAA and municipal resources required for administration

CNCL - 87

Best Practice	Description	Implementation Considerations	Potential Effectiveness	Cost to Stakeholders
Advertise Fleet Upgrades	Communicate actual noise reductions associated with fleet upgrades	<ul style="list-style-type: none"> VAA periodically identifies changes to airlines' fleet Can use existing communication strategies (e.g., newsletter) 	<ul style="list-style-type: none"> Limited if upgrades are relatively small contribution to overall operations Better appreciation of improvements by the community 	<ul style="list-style-type: none"> Minimal cost to VAA as could be accommodated within existing communication strategies
Experience Centre / Adventure Airport	Permanent/ mobile public information centre where the community can discover how airports operate and enquire about noise impacts	<ul style="list-style-type: none"> Component of broader community outreach strategy Need clear understanding of objectives 	<ul style="list-style-type: none"> Limited on its own but can enhance a broader strategy by providing one-stop shop for public enquiries 	<ul style="list-style-type: none"> Vary based on type of development
Multilingual Communications Strategy	Communicate in native languages of largest ethnic communities	<ul style="list-style-type: none"> Assess predominant ethnic communities affected by noise in vicinity of YVR Translate and distribute materials 	<ul style="list-style-type: none"> More effective in communities where English is not broadly used 	<ul style="list-style-type: none"> Minimal cost to VAA as could be accommodated within existing communication strategies
Use of Alternative Noise Metrics	Charts and tables that better assist the community's understanding of the noise impacts of airport operations such as flight path movement charts based on actual data	<ul style="list-style-type: none"> Consult with YVR ANMC and/or community to determine best metrics Need to ensure metrics address concerns raised Need to note any limitations in modelling 	<ul style="list-style-type: none"> Has been successful in providing information to residents 	<ul style="list-style-type: none"> Typically minimal as most alternative metrics would use information already available
Noise Mitigation Design Competition	Innovative method to find solution to an identified problem that demonstrates airport's commitment to addressing the issue	<ul style="list-style-type: none"> Selection of an issue suitable for a design competition 	<ul style="list-style-type: none"> Will vary based on complexity of the targeted issue 	<ul style="list-style-type: none"> Will vary based on scope of application and costs to implement winning concept
Existing Home Noise Proofing Brochure	Production and distribution of brochure to the public that describes tools or ways for residents to reduce exposure to airport noise in their homes	<ul style="list-style-type: none"> VAA to work with adjacent municipalities to develop brochure 	<ul style="list-style-type: none"> Ensure consistency of messages from VAA and municipalities Guide residents to same resources 	<ul style="list-style-type: none"> Brochure content development, consultation and future updates Municipal staff time for participation and review
Real Estate Disclosure ⁽¹⁾	Partner with real estate associations to ensure that prospective buyers get access to tools to assess the location of properties relative to the airport and flight paths	<ul style="list-style-type: none"> VAA to partner with real estate associations Agreement on means to communicate tools to assist real estate agents and buyers 	<ul style="list-style-type: none"> Disclosure to prospective buyers creates an expectation and awareness that will assist them with their decision 	<ul style="list-style-type: none"> Minimal cost to VAA as it involves promotion of existing aircraft noise disclosure tools (i.e., WebTrak)

⁽¹⁾ Per the City's existing requirements, rezoning applications and development permits for multiple family residential developments within the Aircraft Noise Sensitive Development (ANS) Policy Area are required to:

- register a Noise Indemnity Covenant on the title of each property or strata lot;
 - achieve CMHC interior noise standards and ASHRAE 55-2004 "Thermal Environmental Conditions for Human Occupancy" standards for interior living spaces; and
 - complete an acoustical and thermal report to ensure that these noise mitigation standards are achieved and the City's Noise Bylaw is complied with.
- For new projects, the developer(s) posts signage, provided by the City, within the sales centre advising of aircraft and land use noise.

Note: The suggested practices will be reviewed by staff as part of a separate report on the NMP with respect to the potential benefits to the City.



City of Richmond

Report to Committee

To: General Purposes Committee **Date:** October 2, 2013
From: Amarjeet S. Rattan **File:** 01-0010-00/Vol 01
Director, Intergovernmental Relations & Protocol Unit
Re: Draft Federal Policy - Additions To Reserve/Reserve Creation

Staff Recommendation

1. That Council endorse Metro Vancouver's comments with respect to the Draft Federal Policy on Additions to Reserve/Reserve Creation, as outlined in their September 2013 review prepared by the Metro Vancouver Aboriginal Relations Committee. (**Attachment 2**)
2. That Council write to the Minister of Aboriginal Affairs and Northern Development Canada expressing the City's strong concerns with the Draft Federal Policy on Additions-to-Reserve/Reserve Creation, and copies be sent to MP Kerry- Lynne Findlay, MP Alice Wong, FCM and UBCM.

Amarjeet S. Rattan
Director, Intergovernmental Relations & Protocol Unit
(604-247-4686)
Att. 4

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Economic Development	<input checked="" type="checkbox"/>	
Finance Division	<input checked="" type="checkbox"/>	
Real Estate Services	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Fire Rescue	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
Community Social Development	<input checked="" type="checkbox"/>	
REVIEWED BY DIRECTORS	INITIALS: DW	APPROVED BY CAO

Staff Report

Origin

The Federal Government recently released draft amendments to their Additions to Reserve Policy and asked for public comment by September 30, 2013. This public comment period has now been extended to October 31, 2013.

During the public comment period, Aboriginal Affairs and Northern Development Canada will be gathering input on the revised policy using an online comment box as provided on the AANDC website (<http://www.aadnc-aandc.gc.ca/>), or more detailed submissions can be sent directly to the federal government by regular mail.

Analysis

The purpose of this report is to brief Council on the 2013 Draft Additions to Reserve/Reserve Creation Policy and to identify local government issues related to the proposed policy changes.

An Addition to Reserve (ATR) is a parcel of land that is added to the existing land base of a First Nation. The federal Additions to Reserve Policy ([Additions to Reserve Policy PDF](#), 149 Kb, 73 pp.) was created by the Government of Canada in 1972 and was last updated in 2001. The ATR policy sets out the conditions and issues to be addressed before land can become reserve. The policy was created to fill a legislative gap, as ATRs are not addressed in the *Indian Act* or other federal legislation.

Proposed ATR Changes

The federal government states that its objectives in proposing the Draft 2013 ATR Policy (**Attachment 1**) are to improve First Nations access to lands and resources by speeding up the ATR process, as the expansion of the reserve land base through ATR is an important mechanism by which First Nations can foster economic development in their communities.

One of the most significant changes being proposed is the move from ATR's being near and 'generally contiguous' to an existing reserve to now being 'non-contiguous'. With the proposed ATR changes, any First Nation with the majority of their Reserve lands in BC could potentially purchase land within Richmond and apply to have this land included as part of their Reserve.

This policy change could result in a large increase in the number of ATR applications in the Lower Mainland, where First Nations from across British Columbia could potentially purchase and add lands to Reserves for the purpose of pursuing economic development opportunities 'close to highways and urban centers'. As well, it is unclear if lands currently within the Agricultural Land Reserve could be removed from the ALR, as part of the ATR process.

Other ATR changes being proposed could have significant impact for local government, including jurisdictional fragmentation, loss of land base, land use planning, bylaw harmonization, tax loss, service provision and lack of dispute resolution mechanism.

As well, the proposed ATR policy includes very little reference to consultation with local government as part of the ATR process. Under the policy, a local government could review an ATR proposal and would have the ability to try and negotiate for lost property tax revenue and use of services (e.g., local roads, libraries, recreation facilities, parks, community facilities). However, the federal government could approve an ATR regardless of whether a revenue agreement or service agreements were reached between the local government and the First Nation.

The Metro Vancouver Aboriginal Relations Committee has conducted a detailed analysis of the draft ATR Policy and its implications for local government (**Attachment 2**). The following is a summary of key policy changes of interest to local government, as noted by Metro Vancouver:

- **Economic Development**

- The proposed policy changes are intended to facilitate economic development on Indian Reserves. The new 2013 policy states that lands can be added to reserve for economic development purposes under the Community Additions category.
- The revised policy expands selection area to the entire province but within a traditional territory. Proposed ATR lands can also be outside the First Nation's traditional territory, provided they are within the province or territory where the majority of the First Nation's existing Reserve land is located.
- This policy change may lead to a patchwork of jurisdictions across the region, particularly if the applicant First Nation proposes land use for the ATR lands that is incompatible with neighbouring municipal land use planning.
- **Metro Vancouver recognizes the potential for market development on First Nations' lands to be mutually beneficial for Aboriginal communities and their neighbouring local governments. However, First Nations applying for ATR need to be made aware of multiple barriers local governments face in providing services to Indian Reserves, including feasibility, capacity (legal, physical, fiscal) and political concerns. Regional and municipal interests must be recognized in the ATR approval process to ensure that the applicant First Nation receives utility services it requires in a timely manner.**
- **First Nation economic development projects in urban areas often involve multi-unit residential housing targeted at the non-aboriginal market which creates servicing demands that are much broader than basic utility services. As a consequence, regional interests must include local transportation authorities such as 'TransLink' and its requisite transportation strategies, services, property taxes and other levies that are integral to economic development within the region.**

- **Non-Contiguous Lands:**

- The new policy promotes a non-contiguous lands approach with respect to ATR proposals allowing First Nations to access lands non-adjacent to the existing reserves for economic development, such as lands close to highways and urban centers.
- Servicing non-contiguous reserve lands may be challenging and costly.

- **The *Local Government Act* requires that all works and services provided by the regional district be consistent with the *Regional Growth Strategy* (Section 865(1)). Metro Vancouver may, therefore, be precluded from providing services to lands that are not currently serviced because, pursuant to the *Local Government Act*, the GVRD must conform to the *Regional Growth Strategy*.**
- **Servicing Agreements/Financial Impacts/Land Use Planning:**
 - A requirement to negotiate agreements related to joint land use planning/bylaw harmonization, tax considerations, service provision and future dispute resolution contained in the 2001 policy is no longer clearly stated in the revised policy.
 - The word “an agreement” is now replaced with “a Municipal Service Agreement” in the revised “Outstanding Local Government Issues” section. The definition of “a Municipal Service Agreement” needs to be expanded to include regional transportation services such as those provided by ‘TransLink’. The revised Federal policy does not lay out specific formulas for compensation, nor does the Federal policy require the First Nation to pay compensation in all circumstances; the local government may not seek compensation or the tax loss may not be considered significant.
 - The revised Federal policy does not lay out specific formulas for compensation, nor does the Federal policy require the First Nation to pay compensation in all circumstances; the local government may not seek compensation or the tax loss may not be considered significant.
 - Local governments are required to recover the full costs of all local services, including the costs of regional services and regional transportation services (‘TransLink’). The provisions of the *Regional Growth Strategy* limit the exposure to develop and ensure that the regional tax payers do not end up paying for the costs of projects that are not contemplated in the *Regional Growth Strategy*. Regional servicing issues, including the collection and remittance of all requisite Metro Vancouver property taxes and develop cost charges clearly need to be addressed under the revised ATR policy.
- **Third Party Interests:**
 - The 2013 policy includes very few references to local governments and the need for consultation as part of the review/approval process for ATR proposals.
 - **The specifics of dealing with a third party are not clear. Problems of access may arise if lands are already held by third party interests.**
 - **Moreover, the absence of dispute resolution mechanisms between First Nations and local governments has not been addressed in the 2013 policy.**
- **Consultation Timeline:**
 - The 2013 policy no longer refers to the **90-day review period**; instead, the applicant First Nation is required to notify the affected local government in writing of the Reserve Creation Proposal to give the local government an opportunity to assess any potential impacts of the Proposal on their existing land use plans and service delivery.
 - Since no specific timeline for the review process is provided, this may prove to be problematic for when it is time to provide a response and a deadline date is unknown or unclear to potential respondents.

- **Regional districts and municipalities require sufficient time to consider a proposal for ATR that takes into consideration the various processes required for Board and Council reports and public consultation.**
- **Local Government Approval:**
 - Local governments have no general or unilateral veto with respect to a Reserve Creation Proposal.
 - **Local governments need to be consulted and engaged in the ATR process to effectively assess any potential impacts of the ATR proposal on their existing land use plans and service delivery.**

Richmond Context

On September 16, 2010 the City received a request for comments from AANDC in relation to an ATR application by the Musqueam Indian Band to add a water lot consisting of filled foreshore (District Lot 8015) to Musqueam Indian Reserve No. 2. While the water lot is located almost entirely within the City of Vancouver, a small part (approximately one hectare) of the proposed addition projects into the Fraser River far enough to cross into Richmond's boundary. The City agreed to this ATR on the condition that the City would not be expected to provide any services to the site.

The only other reserve land within the City boundary is the Musqueam IR Reserve Number 3, a 6.5 hectare site located at the North West corner of Sea Island, adjacent to YVR. (**Map Attachment 3**)

In addition to these reserve lands, the Province and the Musqueam Band also concluded a *Reconciliation Settlement* agreement in March, 2008 through which the Musqueam Band were given what is called the Bridgepoint Lands in Richmond. (**Map Attachment 3**) The Bridgepoint Lands comprise three adjoining parcels which include the current location of the River Rock Resort Casino. The provincial Ministry of Aboriginal Relations and Reconciliation has advised City staff that the Province has not agreed to support any ATR applications with respect to the Bridgepoint Lands.

Several City departments across the organization have also provided the following initial feedback on the Draft ATR Policy changes:

Richmond Fire Rescue - The primary issue concerns the authority for jurisdiction and what codes and bylaws would be applicable to the reserve lands in the City. The other issue is level of service and negotiating the expected level of service to be delivered to the reserve lands.

Economic Development - Development along the major highways in Richmond (Provincial jurisdiction) needs to align with the City's policy (OCP) to be Western Canada's Gateway City to Asia-Pacific – e.g. goods movement East-West and North-South. Development within or near the City Centre would need to align with the vision of the City Centre Area Plan for a complete urban community.

Community Social Development - The need for increased partnerships such as those being pursued by Richmond Youth Services and Pathways Aboriginal Centre in Richmond. Pathways Aboriginal Centre, part of the Richmond Youth Services Agency, is a community organization serving First Nations, especially those new to Richmond. Richmond Youth Services Agency also runs an in-school program that works with First Nations children and youth in the Richmond school system.

Engineering- Concerns with access to land for building infrastructure, especially when the land is part of an existing infrastructure plan or is required to be a thoroughfare.

Transportation - The issue of servicing costs to provide access, if none currently exists, as the added ATR land no longer has to be contiguous with an existing Reserve and the uncertainties of who would bear the costs, given the First Nations are exempt from various taxes.

Finance - The creation of an ATR within the City could potentially lead to a municipal tax loss or a tax shift to other taxpayers if the City is unable to negotiate an appropriate agreement with a First Nation.

Policy Planning- Recommends that the City request the Minister of Aboriginal Affairs and Northern Development Canada to give municipalities the ability to protect their community planning interests by requiring that First Nation enter into land use, servicing and other agreements with municipalities when Additions To Reserve/Reserve Creation are being undertaken. The City's community planning interests are already included in Richmond's 2041 OCP and Metro Vancouver's 2040 Regional Growth Strategy (RGS), For example, Metro Vancouver's 2040 Regional Growth Strategy (RGS), states:

If and when First Nations develop land management plans, Metro Vancouver and the respective First Nations and adjacent municipalities should endeavour to coordinate with each other to ensure, to the extent possible, that the Regional Growth Strategy, municipal Official Community Plans, and First Nations' land management plans are respectful and supportive of each other.

Financial Impact

There are no financial implications associated with the adoption of this report.

Conclusion

The Federal Government is proposing changes to the Addition to Reserves/Reserve Creation Policy which may have potential implications for local governments. These have been summarized for Council's information.

With the proposed ATR changes, any First Nation with the majority of their Reserve lands in BC could potentially purchase land within Richmond and apply to have this land included as part of their Reserve.

This report recommends that the Council endorse the Metro Vancouver comments with respect to the Draft 2013 ATR Policy and express, to the federal government, its concerns for the potential of jurisdictional fragmentation, loss of land base, land use planning impact, bylaw harmonization, tax loss, service provision and lack of dispute resolution mechanism issues arising from these ATR changes.

A handwritten signature in black ink, appearing to read 'A. Rattan', with a horizontal line drawn underneath the name.

Amarjeet S. Rattan
Director, Intergovernmental Relations & Protocol Unit
(604-247-4686)

AR:ar

Aboriginal Affairs and Northern Development Canada

Land Management Manual, Chapter 10

Additions to Reserve/Reserve Creation

DRAFT
2013

Contents	Page
Directive 10 – 1: Policy on Additions to Reserve/Reserve Creation	3
1.0 Effective Date	3
2.0 Application (Purpose)	3
3.0 Interpretation	3
4.0 Context	4
Order in Council	4
Ministerial Order	4
5.0 Policy Statement	4
6.0 Objectives	4
7.0 Principles	5
8.0 Categories of Reserve Creation	5
Legal Obligations and Agreements	5
Community Additions	6
Tribunal Decisions	6
9.0 Selection Area	6
10.0 Reserve Creation Proposals	7
11.0 Proposal Assessment	7
12.0 Financial Implications	7
13.0 Community Consent	8
14.0 Roles and Responsibilities	8
15.0 Policy Assessment and Review	8
16.0 Legislation and Related Policy Instruments	9
Legislation	9
Related Policy Instruments	9
17.0 Enquiries	10
Annex A – Reserve Creation Proposal Criteria	11
Duty to Consult - Aboriginal or Treaty Rights	11
Environmental Management	11
Improvements on Reserve Land	13
Other Federal Government Departments/Agencies	14

Existing Encumbrances	14
Third Party Access	14
Land Descriptions	15
Provincial Considerations	15
Local Governments	16
Annex B – Special Circumstances Policy Requirements	19
Accretion/Erosion	19
Natural Disasters	19
Subsurface Rights	20
Partial Subsurface Interest Additions	20
Small Mineral Additions	21
Correcting a Reserve Creation OIC or MO	22
Special Reserves under Section 36 of the <i>Indian Act</i>	22
Joint Reserves	22
Annex C – Definitions	25
 Directive 10 – 2: Reserve Creation Process	 27
1.0 Effective Date	27
2.0 Application	27
3.0 References	27
4.0 Objectives	27
5.0 Requirements and Responsibilities	27
Phase 1 - Reserve Creation Proposal Development	27
Phase 2 - Letter of Support	28
Phase 3 - Reserve Creation Proposal Completion	29
Phase 4 - Reserve Creation Recommendation	30
6.0 Directive Assessment and review	30
7.0 Enquiries	31
8.0 Annexes (for templates, checklists)	31

Directive 10 – 1: **Policy on Additions to Reserve/Reserve Creation**

1.0 Effective Date

- 1.1 This Policy on Additions to Reserve/Reserve Creation (the "Policy" or the "Additions to Reserve/Reserve Creation Policy") is issued under the authority of the Minister of Indian Affairs and Northern Development (hereinafter called "the Minister of Aboriginal Affairs and Northern Development Canada" or "the Minister"). This Policy shall be administered by the Department of Indian Affairs and Northern Development (hereinafter called "Aboriginal Affairs and Northern Development Canada" or "AANDC"). This Policy received approval on ~~XXXX~~, and is effective as of ~~XXXX~~.
- 1.2 This Policy is Chapter 10 of AANDC's Land Management Manual (the "Manual"). It includes all the directives contained in this Chapter including their annexes. It replaces all prior policies, interim policies, directives, standards, procedures and guidelines relating to Reserve Creation, including Additions to Reserve.
- 1.3 In this Policy, the term Reserve Creation is used to refer to both Additions to Reserve and the creation of New Reserves.

2.0 Application (Purpose)

This Policy applies to employees of AANDC and provides guidance to First Nations with respect to the assessment, acceptance and implementation of Reserve Creation Proposals, including First Nations operating under the *First Nations Land Management Act*.

3.0 Interpretation

- 3.1 Definitions used in this Policy are found in Annex C.
- 3.2 Any reference in this Policy to a statute or regulation includes any amendment to that statute or regulation from time to time and any successor statute or regulation.

- 3.3 Any reference to a policy, directive, standard, procedure or guideline includes any amendment to that policy, directive, standard, procedure or guideline made from time to time.

4.0 Context

4.1 Orders in Council

The authority of the Governor in Council to grant Reserve status flows from the Royal Prerogative, which is a non-statutory authority. There is no statutory authority under the *Indian Act* to set apart land as a Reserve. Typically, lands must first be acquired or converted to federal title by Canada under the *Federal Real Property and Federal Immovables Act*, and then granted Reserve status by federal OIC on the recommendation of the Minister of AANDC.

4.2 Ministerial Orders

Other authorities to set apart land as Reserve are found in the *Manitoba Claim Settlements Implementation Act* and the *Claim Settlements (Alberta and Saskatchewan) Implementation Act*. These allow for Reserve Creation in the provinces of Alberta, Saskatchewan and Manitoba by MO without the requirement for an OIC.

5.0 Policy Statement

Reserve Creation may be used to fulfill Canada's legal obligations, and may further serve a broader public interest by supporting the community, social and economic objectives of First Nations by expanding a First Nation's land base.

6.0 Objectives

This Policy is intended to:

- a) Provide clear policy direction for Reserve Creation.
- b) Promote consistent assessment, acceptance and implementation of Reserve Creation Proposals where possible.
- c) Consider the interests of all parties and find opportunities for collaboration where possible.
- d) Streamline the process for Reserve Creation Proposals.

7.0 Principles

The following principles must be respected in the application of this Policy:

- a) Nothing in this Policy constitutes a guarantee that any Reserve Creation Proposal will ultimately result in a particular parcel of land being set apart as Reserve. The final decision to set apart land as Reserve rests with the Governor in Council or the Minister. See clause 4.0 (Context).
- b) AANDC will consider the potential or established Aboriginal or Treaty rights of First Nation, Métis and Inuit peoples before setting apart lands as Reserve.
- c) The views and interests of provincial, territorial and local governments will be considered, and collaboration between the First Nations and those governments will be encouraged on issues of mutual interest and concern.
- d) Options to address third party interests or rights on lands will be identified when considering Reserve Creation Proposals.
- e) Reserve Creation Proposals will make cost effective use of financial resources.
- f) The environmental condition of land proposed for Reserve Creation will be acceptable for its intended use, and will comply with applicable federal requirements, including requirements for land acquisition as defined by Treasury Board policy.
- g) The use and development of community and land use planning tools is encouraged to assist First Nations in planning for land acquisition and Reserve Creation, and to facilitate land management after Reserve Creation.

8.0 Categories of Reserve Creation

To be eligible under this Policy, a Reserve Creation Proposal must fit within one of the following three categories:

- 8.1 Legal Obligations and Agreements - Where there is a legal obligation or an Agreement that contemplates Reserve Creation including:

- a) Settlement Agreements;
 - b) Land exchange Agreements;
 - c) Land transactions with a reversionary interest to the First Nation;
 - d) Agreements for returns of former Reserve land where there is no express reversionary interest;
 - e) Agreements with landless Bands;
 - f) Agreements for the relocation of communities or the establishment of new Reserves.
- 8.2 Community Additions –** Where a First Nation with an existing Reserve needs additional Reserve land for any of the following purposes:
- a) Residential, institutional, recreational uses, to accommodate community growth;
 - b) Use or protection of culturally significant sites;
 - c) Economic development;
 - d) Geographic enhancements to improve the functioning of existing Reserve base;
 - e) Where the First Nation has entered into a legally binding agreement with the Province or a Local Government or a corporation that is empowered by law to take or to use lands, and Canada is not a party to the agreement but agrees to implement those provisions of the agreement. This may include transactions under section 35 of the *Indian Act*.
- 8.3 Tribunal Decisions -** Where a First Nation seeks to re-acquire or replace lands that were the subject of a Specific Claim. The specific claims tribunal under the *Specific Claims Tribunal Act* only has the authority to award compensation to First Nations. Reserve Creation Proposals will be considered where lands will be acquired with compensation awarded by the specific claims tribunal for decisions that establish a failure to fulfill a legal obligation of the Crown to provide lands under a treaty or another Agreement, or a breach of a legal obligation arising from the Crown's provision or non-provision of Reserve lands, or an illegal disposition by the Crown of Reserve lands.
- 9.0 Selection Area**
- 9.1** The Proposed Reserve Land should normally be located within a First Nation's treaty or traditional territory.
- 9.2** Proposed Reserve Land may be outside the First Nation's treaty or traditional territory, provided the Proposed Reserve Land is within the Province or territory where the majority of the First Nation's existing Reserve land is located.

10.0 Reserve Creation Proposals

- 10.1** In order for Reserve Creation to be considered under this Policy, a First Nation must provide a Reserve Creation Proposal that satisfies the minimum proposal requirements set out in Directive 10 – 2: Reserve Creation Process.
- 10.2** Before submitting a Reserve Creation Proposal to the Governor-in-Council or the Minister for acceptance, all relevant Reserve Creation Proposal criteria set out in Annex A and all relevant special circumstances requirements set out in Annex B, all as identified in a Letter of Support, must be met.

11.0 Proposal Assessment

- 11.1** AANDC will review the Reserve Creation Proposal in accordance with Directive 10-2: Reserve Creation Process.
- 11.2** If a proposal will be supported, AANDC will identify in the Letter of Support the relevant criteria that must be satisfied before AANDC will recommend that the Proposed Reserve Lands be set apart as a Reserve.
- 11.3** AANDC will provide a written explanation for any Reserve Creation Proposal that will not be supported.

12.0 Financial Implications

- 12.1** In the absence of an Agreement or other arrangement providing funding, AANDC is not obligated by this Policy to provide funding for Reserve Creation activities, including:
 - a) Land acquisition,
 - b) Surveys,
 - c) Environmental costs including but not limited to assessment activities, remediation and monitoring/mitigation activities,
 - d) Transactional costs associated with land acquisition,
 - e) Incremental costs resulting from negotiations with Local Governments, and
 - f) Any additional funding for infrastructure, housing, or other capital costs.
- 12.2** AANDC must identify any foreseeable financial implications for Canada, as well as potential sources of funding before a Letter of Support is issued.

13.0 Community Consent

13.1 Where community consent is required for Reserve Creation the following applies:

- a) A Band Council Resolution (BCR) is required for all Reserve Creation Proposals,
- b) In the limited circumstances where a Band vote is required under this policy, a vote will be held in accordance with the *Indian Referendum Regulations*, and will be decided by a majority of those eligible electors of each participating First Nation who voted (simple majority), and
- c) A First Nation may choose to establish a higher threshold for community consent for the conduct of these votes.

14.0 Roles and Responsibilities

14.1 The Minister is responsible for:

- a) The decision to approve Reserve Creation through the issuance of a MO, or
- b) The decision to recommend Reserve Creation where the Reserve will be created by OIC.

14.2 The Deputy Minister is responsible for the administration of the Additions to Reserve/Reserve Creation Policy.

14.3 The role of the Regional Director General is to review and consider whether to issue a Letter of Support.

15.0 Policy Assessment and Review

15.1 Within five years from the effective date of this Policy, AANDC Headquarters, Lands and Economic Development, Lands and Environmental Monitoring Branch (LEMB) will conduct a review of the effectiveness of this Policy.

15.2 The effectiveness of the Policy will be examined by AANDC using the results of assessment activities undertaken for the Policy directives and other instruments that flow from it. LEMB will identify and undertake any additional monitoring and assessment activities as necessary to undertake an effective policy review.

16.0 Legislation and Related Policy Instruments

The following lists some of the legislation and policy instruments applicable to the Additions to Reserve/Reserve Creation Policy. The list is not exhaustive. Other legislation and policy instruments may apply.

16.1 Legislation

- a) The *Indian Act*;
- b) The *Constitution Acts*;
- c) *Manitoba Claim Settlements Implementation Act* and the *Claim Settlements (Alberta and Saskatchewan) Implementation Act*;
- d) The *Federal Real Property and Federal Immovables Act*, and regulations;
- e) *Canadian Environmental Assessment Act 2012 (CEAA 2012)* and regulations;
- f) The *Species at Risk Act*;
- g) *Canada Lands Surveys Act* and regulations;
- h) *Indian Lands Agreement (1986) Confirmation Act, 2010* (Statutes of Ontario);
- i) *Indian Lands Agreement Act (1986)*;
- j) *Specific Claims Tribunal Act*;
- k) *First Nation Statistical and Financial Management Act*;
- l) *First Nations Commercial and Industrial Development Act*;
- m) *Canadian Environmental Protection Act*.

16.2 Related Policy Instruments

- a) AANDC's *Land Management Manual*;
- b) AANDC's *New Bands and Band Amalgamations Policy* ;
- c) Chapter 12 of AANDC's *Land Management Manual* (Environmental Obligations);

- d) Treasury Board Secretariat *Policy on Management of Real Property*;
- e) AANDC's *Indian Lands Registration Manual*;
- f) AANDC's *Specific Claims Policy*;
- g) Geographical Names Board of Canada; *Principles and Procedures for Geographic Naming*, 2011; Public Works and Government Services Canada, ISBN 978-1-100-52417-7;
- h) *First Nation Taxation Commission and Federation of Canadian Municipalities* for information on First Nation/municipal tax/service agreements and models;
- i) *Framework Agreement between Lands and Trust Services, AANDC and Legal Surveys Division, Natural Resources Canada, February 25, 2009*, registered in the Indian Land Registry under Instrument No. 258930, for the type of land description requirements for Reserve land transactions, including additions/new Reserves.

17.0 Enquiries

For information on this Policy or to obtain any of the above-noted references, please contact:

Aboriginal Affairs and Northern Development Canada
Terrasses de la Chaudière
10 Wellington, North Tower
Gatineau, Quebec
Postal Address:
Ottawa, Ontario
K1A 0H4

Email: InfoPubs@aadnc-aandc.gc.ca

Phone: (toll-free) 1-800-567-9604

Fax: 1-866-817-3977

TTY: (toll-free) 1-866-553-0554

Directive 10 – 1: Annex A **Reserve Creation Proposal Criteria**

The criteria that apply to all Reserve Creation Proposals within the categories set out in clause 8.0 of Directive 10-1 of the Policy include, but are not limited to:

1.0 Duty to Consult - Aboriginal or Treaty Rights

- 1.1** As provided in clause 7.0(b) of the Policy, AANDC will consider the potential or established Aboriginal or Treaty rights of First Nation, Métis and Inuit peoples before setting apart lands as Reserve.
- 1.2** Before Reserve Creation, AANDC will assess whether the Crown has met its duty to consult (where the duty exists) with First Nation, Métis and Inuit peoples, as applicable, whose Aboriginal or treaty rights may be adversely impacted by Crown action related to the Reserve Creation. AANDC will follow the applicable policies and guidelines of the Government of Canada relating to consultation as they exist from time to time when considering a Reserve Creation Proposal.
- 1.3** This assessment may also include examination of any prior consultations by other parties.

2.0 Environmental Management (see Chapter 12 of the Manual)

2.1 Definitions

In this clause,

- a) "Applicable Environmental Standard" means the standard established to determine whether the environmental condition of land (including water and sediments) is suitable for the intended land use. The standard for such a determination is the standard established by the Canadian Council of Ministers of the Environment ("CCME"), or in the absence of a CCME standard, the provincial standard in the Province in which the Reserve is being created.
- b) "Indemnification Agreement" means an Agreement that sets out terms satisfactory to AANDC on the following matters: a release of Canada from liability for any existing and future claims relating to the environmental condition of the Proposed Reserve Land; an indemnity by the First Nation against such claims; agreement by the First Nation to impose appropriate

land use restrictions through land use plans and by-laws; provision of funds or security for remediation; any necessary ongoing monitoring or future remediation requirements; and any other conditions deemed necessary by AANDC in the circumstances.

2.2 General Policy

It is the policy of AANDC to avoid the acquisition of contaminated land for Reserve Creation. Acquisition of contaminated land will only be considered where the level of Contamination is consistent with the intended use, the risks to human health and the environment are minimal, the risks to Canada are manageable, and there is a strong business case supporting Reserve Creation.

2.3 Environmental Site Assessment

- a) An Environmental Site Assessment must be conducted in accordance with Chapter 12 of the Manual to determine the environmental condition of the Proposed Reserve Land. The Environmental Site Assessment identifies past or present activities that might have adversely affected the environmental condition of the Proposed Reserve Land. The Environmental Site Assessment should include information on the nature, scope and limitations of the assessment.
- b) If AANDC prepares or contracts for the preparation of the Environmental Site Assessment, AANDC shall provide a copy of it to the First Nation. If the First Nation contracts for the preparation of the Environmental Site Assessment, the First Nation shall provide a copy of it to AANDC.
- c) If the Environmental Site Assessment identifies some contamination, but determines that the environmental condition of the Proposed Reserve Land meets the Applicable Environmental Standard for its intended use following Reserve Creation, AANDC may consider recommending Reserve Creation provided that:
 - i. in the case of industrial or commercial use, a lease will be put in place containing environmental terms and a federal regulatory regime is in place to govern the use following Reserve Creation;
 - ii. the First Nation is fully apprised of the condition of the Proposed Reserve Land and has received independent expert advice;
 - iii. the First Nation has, by Band Council Resolution and (if requested by AANDC) Band vote, approved the acquisition of such Land on an "as is" basis; and

- iv. if requested by AANDC, the First Nation has entered into an Indemnification Agreement on terms satisfactory to AANDC.
- d) Where the Environmental Site Assessment determines that the environmental condition of the Proposed Reserve Land does not meet the Applicable Environmental Standard for the intended use following Reserve Creation, AANDC will reject the Reserve Creation Proposal but may reconsider it at a later date if the land is remediated to the Applicable Environmental Standard. Where either the vendor of the land or the First Nation undertakes the remediation, the First Nation must provide satisfactory evidence to AANDC of the remediation to the Applicable Environmental Standard, supported by an environmental consultant's report. Where, in rare cases, AANDC is responsible for remediation, the Department must ensure that satisfactory remediation has been completed. In all cases, the remediation should be well documented and the documentation retained on file by AANDC.

2.4 Environmental Assessment of a Proposed Project

- a) Where there is a proposed activity or project contemplated for the Proposed Reserve Land, AANDC may not be able to proceed with acquisition of the Proposed Reserve Land or with a recommendation for Reserve Creation until an environmental assessment or determination with respect to the activity or project has been completed in accordance with the applicable law and a decision has been made by the appropriate authority that the activity or project is not likely to cause significant adverse environmental effects or that the significant environmental effects that it is likely to cause are justified in the circumstances.
- b) In the case of certain projects, AANDC may not be able to recommend Reserve Creation unless and until that there is a federal regulatory regime in place to govern the activity or project, and the First Nation should be advised accordingly. An Indemnification Agreement may also be required in some circumstances.
- c) See Chapter 12 of the Manual for more detail on environmental assessment of activities or projects.
- d) Designations are usually required for activities or projects. See Chapter 5 of the Manual for more detail on designations.

3.0 Improvements to Proposed Reserve Land

- a) Any improvements made by the First Nation to the Proposed Reserve Land before Reserve Creation must be in compliance with applicable

federal legislative requirements that will apply once the Reserve is created.

- b) Any improvement on Proposed Reserve Land may delay or prevent Reserve Creation due to environmental issues or other matters. For example, improvements on Proposed Reserve Land may require an additional ESA and a designation vote in accordance with the *Indian Act*.

4.0 Other Federal Departments and Agencies

Following issuance of a Letter of Support, AANDC's regional office will contact other federal departments and agencies (e.g., Health Canada and the RCMP) and give them the opportunity to assess any potential impact of the Reserve Creation Proposal on their program delivery.

5.0 Existing Encumbrances

- a) As provided in section 5.1.1 of Directive 10-2, the First Nation must include in its Reserve Creation Proposal the results of investigations identifying existing encumbrances (third party interests or rights both registered or unregistered, i.e., leases, licenses, permits, easements, rights of way, etc.) normally achieved by a title search, provincial canvass, or site visit, and including supporting documentation if applicable.
- b) Following receipt of the Reserve Creation Proposal and prior to issuing the Letter of Support, a title review must be conducted by DOJ and all encumbrances identified and confirmed.
- c) Following issuance of the Letter of Support, existing encumbrances should be extinguished, or replaced, or minimized.
- d) In certain circumstances, taking title to Proposed Reserve Land subject to an encumbrance may be considered.
- e) Before Reserve Creation, the First Nation must resolve any issues related to lawful possession or rights for First Nation members occupying Proposed Reserve Land pursuant to section 22 or 23 of the *Indian Act*.

6.0 Third Party Access

- a) Before Reserve Creation, in conjunction with AANDC, the First Nation

must address:

- i. access to any third-party land that would be "landlocked" by the Reserve Creation; and
 - ii. access to utilities for that third-party land.
- b) If a third party has subsurface rights in the Proposed Reserve Land, the First Nation must negotiate access over the Proposed Reserve Land to exercise those rights, or a buy-out of those rights, before Reserve Creation.
- c) If a third party owns the Mines and Minerals in the Proposed Reserve Land, and intends to exploit the Mines and Minerals, the First Nation must have written consent of that party to a surface only Reserve, or a buy-out of the sub-surface title must be completed prior to the surface land being granted Reserve status.
- d) The First Nation has the lead role in the negotiations on third party access issues. Where requested by a First Nation, AANDC may provide facilitative or technical assistance in support of negotiations.

7.0 Land Descriptions

- a) Before recommending Reserve Creation, parcel boundaries will be described in accordance with the Framework Agreement between Lands and Trust Services Department of Indian Affairs and Northern Development and Legal Surveys Division, Earth Sciences Sector, Natural Resources Canada, from Chapter B1-2 - General Instructions for Surveys (<http://clss.nrcan.gc.ca/standards-normes/b1-2-v3-eng.asp>), and such description must be reviewed by DOJ before being finalized.
- b) A land description may include a survey.

8.0 Provincial Considerations

- a) The First Nation must notify the Province in writing of the Reserve Creation Proposal and give them the opportunity to assess the potential impact on their existing land use plans and program delivery. Three months must be given to the Province to express any views in writing and set out any issues for discussion. Any issues must be addressed and documented by written correspondence between the First Nation and the Province.

- b) Provincial concurrence is required for the return of unsold surrendered land within the province where the unsold surrendered land is under provincial title (e.g. in Ontario, pursuant to the *Indian Lands Agreement Act, 1986*).
- c) While provincial Governments must be consulted, they have no general or unilateral veto with respect to a Reserve Creation Proposal. Where AANDC is satisfied that concerns arising from these consultations have been addressed, a Reserve Creation Proposal may proceed in accordance with the Policy.
- d) Where there are outstanding issues or concerns arising from provincial consultations, and the First Nation and the RDG agree to proceed, the Reserve Creation Proposal will be forwarded, with options, to the Deputy Minister or Minister for review.
- e) The First Nation is responsible for discussions with provincial governments. Where requested by a First Nation, AANDC may provide facilitative or technical assistance in support of the discussions.

9.0 Local Governments

General:

- a) In recognition that Reserve communities and Local Governments exist side by side, AANDC promotes a “good neighbour” approach, which means that any discussions between First Nations and Local Governments should be conducted with good will, good faith and reasonableness.
- b) First Nations and Local Governments will discuss issues of mutual interest and concern (joint land-use planning/by-law harmonization, tax considerations, service provision or dispute resolution).
- c) While Local Governments must be consulted, they have no general or unilateral veto with respect to a Reserve Creation Proposal. Where concerns arising from these consultations have been addressed, a Reserve Creation Proposal may proceed in accordance with the Policy.
- d) The First Nation is responsible for the negotiation of any agreements with Local Governments. Where requested by a First Nation, AANDC may provide facilitative or technical assistance in support of the negotiations.
- e) Canada will not be a party to any agreement between a First Nation and a Local Government.

Consultation:

- f) Where the Proposed Reserve Land is within or adjacent/abutting a Local Government, the First Nation will notify the Local Government in writing of the Reserve Creation Proposal in order to give the Local Government an opportunity to assess any potential impact of the Reserve Creation Proposal on their existing land use plans and service delivery.
- g) A First Nation-Local Government agreement may be necessary to address the provision of services, by-law compatibility, a consultation and dispute resolution process for matters of mutual concern, or potential net tax loss adjustments due to the loss of Local Government jurisdiction over the Proposed Reserve Land. The Local Government and First Nation should formalize such an agreement in writing.

Local Government Tax Considerations:

- h) Unless already provided for in an Agreement or in a service agreement between the First Nation and the Local Government, and where requested by a Local Government, the First Nation is responsible for paying any negotiated net tax loss adjustment.
- i) Negotiations concerning net tax loss adjustments are intended to allow the Local Government to adjust to the net effect of the combined reduction in Local Government servicing costs and reduced tax base caused by a Reserve Creation Proposal. It is not intended to compensate indefinitely for the gross level of lost taxes.
- j) The First Nation is responsible for negotiation of agreements with Local Governments, including agreements for municipal services or net tax loss adjustment. Where requested by a First Nation, AANDC may provide facilitative or technical assistance in support of the negotiations.
- k) AANDC is not a party to any agreement for municipal services or net tax loss compensation.

Outstanding Local Government issues:

- l) The RDG may agree to support the Reserve Creation Proposal where the First Nation is prepared to enter into an agreement on the issues raised by the Local Government and the RDG determines that the Local Government is unwilling to respond in good faith.
- m) Similarly, the RDG may choose to withdraw support for a Reserve Creation Proposal in cases where a First Nation has demonstrated an unwillingness to negotiate in good faith with a Local Government or where

a Municipal Service Agreement is required to provide essential services to a Reserve, but has not been concluded.

Directive 10 – 1: Annex B **Special Circumstances Policy Requirements**

1.0 Accretion/Erosion

1.1 In this clause,

“Accretion” means the imperceptible and gradual addition to land by the slow action of water; and

“Erosion” means the imperceptible and gradual loss of land by the slow action of water.

1.2 Where the gradual movement of water boundaries occurs on Reserve lands:

- a) Any locatee or interest holder benefits from any accretion or suffers any loss due to erosion;
- b) Any lands accreting to a Reserve takes on the characteristics of the Reserve and any lands lost by erosion lose the characteristics of the Reserve; and
- c) No OIC or MO is required to change the boundary of the Reserve unless there are exceptional or controversial circumstances such as litigation or contentious relations between parties. These exceptional or controversial circumstances will be determined on a case by case basis.

1.3 For greater certainty, accretion and erosion do not apply to flooding.

2.0 Natural Disasters

2.1 Reserve Creation Proposals that are made as a result of natural disasters such as flooding will be considered on a case by case basis. These may include the use of replacement lands where an Agreement has been reached.

2.2 A proposal made under these circumstances will be assessed in accordance with the Reserve Creation Proposal Criteria set out in Annex “A” of Directive 10-1. In addition, such proposals resulting from a natural disaster may require consideration of the following:

- a) The risk involved if the community remains at the original site;

- b) The nature and extent of future risk;
- c) Extent of preventative or remedial action required;
- d) The cost of undertaking preventative or remedial measures compared to the cost of relocation, and
- e) The overall benefits to the community for each option.

3.0 Subsurface Rights

- 3.1 This Policy does not authorize Reserve Creation which consists of subsurface rights only. This Policy does authorize Reserve Creation for specific portions of subsurface rights described in clauses 3.0 and 4.0 of this Annex.
- 3.2 When the land being set apart as Reserve is subject to a provincial exception in the surface title, every effort should be made to include the mineral rights underlying the exception even if this makes the subsurface rights greater than the surface rights.

4.0 Partial Subsurface Interest Additions

- 4.1 In this clause,

"Partial Interests in Mines or Minerals" means that a First Nation would acquire only a part of an interest in Mines and Minerals. For example, if a $\frac{1}{4}$ interest is purchased, only that $\frac{1}{4}$ interest can be set apart as reserve providing that the conditions set out in this clause are met.

- 4.2 Where First Nations seek Reserve Creation to acquire Partial Interests in Mines and Minerals, the following conditions apply:
 - a) The surface of the land described in the Reserve Creation Proposal must be Reserve;
 - b) Title to the Partial Interest in the Mines and Minerals must be acquired by the First Nation and transferred to Canada before Reserve Creation;
 - c) The First Nation must be fully informed of the complexities of dealing with Partial Interests in Mines and Minerals;

- d) A Partial Interest in Mines and Minerals cannot be explored or exploited without obtaining the appropriate provincial instrument including the written consent of each partial interest holder;
- e) All the owners of the partial subsurface interests must sign a joint agreement before Canada proceeds with Reserve Creation. This agreement must detail the conditions under which this partial interest would be held and how it would be managed for the group of owners.

5.0 Small Mineral Additions

5.1 In limited circumstances Reserve Creation may be considered for subsurface rights (i.e. Mines and Minerals) where the surface land is not Reserve. This may arise where a Province excludes the surface land from the transfer to Canada for Reserve Creation. The common provincial exclusions to the surface title are public roads, highways, certain water bodies and water courses.

5.2 Reserve Creation Proposals for subsurface interests may be greater than the surface rights due to the exclusions by the Province from the surface title. These subsurface rights can include Mines and Minerals which are potentially valuable resources for First Nations. The following would create this situation:

- a) The Province or Local Government holds the title to the surface while a private individual holds title to the subsurface. The Province is willing to transfer its interest to the surface for the purpose of granting Reserve status but wishes to Reserve a portion for purposes such as public roads, highways, certain water-bodies and water courses. However, the subsurface owner is willing to transfer the entire underlying subsurface interest. This will result in a lesser amount of surface rights being granted Reserve status than subsurface rights.
- b) A private individual holds title to both the surface and subsurface and is willing to transfer this interest for the purpose of granting Reserve status to the land. The Mines and Minerals may be included with the surface title or may be held under a separate subsurface title. However, the Province has the option of reserving a portion of the surface title for purposes such as public roads, highways, certain water-bodies and water courses. This will result in a lesser amount of surface rights being granted Reserve status than subsurface rights.
- c) Either the Province or a private individual has title to the surface and the province holds title to the subsurface. The province may, upon negotiated agreement, choose to transfer subsurface rights while reserving portions of the surface title to itself for purposes such as public roads, highways,

certain water-bodies and water courses. This will result in a lesser amount of surface rights being granted Reserve status than subsurface rights.

6.0 Correcting a Reserve Creation OIC or MO

- 6.1 Where provincial Crown Land has been acquired and set apart as a Reserve by an OIC or MO and the surface or subsurface rights are unclear, both an amending order in council from the Province and an amending OIC or MO from Canada are required to clarify the rights.
- 6.2 Where small amounts of mineral rights were purchased with the intention of Reserve Creation but this has not been done, an omnibus OIC or MO may be used.

7.0 Special Reserves under Section 36 of the *Indian Act*

- 7.1 Section 36 of the *Indian Act* states: *Where lands have been set apart for the use and benefit of a band and legal title thereto is not vested in Her Majesty, this Act applies as though the lands were a Reserve within the meaning of this Act.*
- 7.2 While section 36 of the *Indian Act* allows for the creation of special Reserves, Reserve Creation requires the exercise of the Royal Prerogative and therefore no Reserve may be created except with the agreement of Canada. A special Reserve, therefore, cannot be created by the unilateral act of a third party.
- 7.3 No special Reserves will be created using section 36 of the *Indian Act*.

8.0 Joint Reserves

- 8.1 Reserve Creation Proposals for Joint Reserves will be considered on a case by case basis where cost implications and other factors associated with the management of a Joint Reserve have been addressed.
- 8.2 Reserve Creation Proposals for Joint Reserves raise complex legal and administrative issues. Before a Reserve Creation Proposal for a Joint Reserve will be considered, a written co-management agreement between the parties is required, and must address the following elements:
 - i. Cost implications for the creation and management of the Joint Reserve.

- ii. The requirement for unanimity of all First Nations involved for decisions requiring consent of the band council or membership (surrenders, designations, permits, leases, certificates of possession, etc).
 - iii. Applicability of a First Nation Land Management ("FNLM") land code.
 - iv. Treaty – generally speaking, in the Province of British Columbia, joint reserve lands will not be eligible for conversion to treaty settlement lands through the implementation of a treaty under the British Columbia Treaty Process unless all First Nations for whom the reserve was set aside were party to the same modern treaty.
 - v. By-laws – for a band by-law to apply to joint reserve lands, the same by-law would need to be passed by each of the First Nations involved.
 - vi. Interest - each First Nation will have an equal undivided interest in the Joint Reserve lands regardless of the size of the lands.
- 8.3 Reserve Creation Proposals for Joint Reserves require a vote by the electors of each participating First Nation, held in accordance with the *Indian Referendum Regulations*, and will be decided by a majority of those eligible electors of each participating First Nation who voted (simple majority).
- 8.4 Information Session. At a minimum, one information session is held for the benefit of the electors of each participating First Nation prior to a vote. The information session should include all the details of the Reserve Creation Proposal for a Joint Reserve including, but not limited to, details of the co-management agreement, complexities associated with designation requirements, the day-to-day administration, the requirement for unanimity for any decision affecting the use of the Joint Reserve and what that means, etc.
- 8.5 Separate Votes. While all participating First Nations may vote at the same time, separate voting results must be tabulated for each to confirm that the membership of each participating First Nation supports the Joint Reserve.
- 8.6 Failed Votes. If one or more of the participating First Nations fail to consent to the Reserve Creation Proposal for a Joint Reserve, those First Nations that did not vote in favour may hold a second vote following the same procedure as the first vote. If all of the First Nations do not vote in favour, the Reserve Creation Proposal for a Joint Reserve will not normally be considered further, unless the participating First Nations have previously agreed that the Joint Reserve may proceed without the First Nations who did not hold a successful vote.
- 8.7 Legal Obligation. Where the Reserve Creation Proposal for a Joint Reserve is in partial or full satisfaction of legal obligations, to one or more of the participating First Nations, the Reserve Creation Proposal for a Joint Reserve must address how the obligation is being satisfied with respect to those First Nations and include a release of Canada from any liability.
- 8.8 Indemnity. The Department will require that all participating First Nations indemnify Canada in writing from any claims by any of them or their members

pertaining to the use of the Joint Reserve or the division of benefits or losses derived from the Joint Reserve.

Directive 10 – 1: Annex C - Definitions

"AANDC" has the meaning given in sub-clause 1.1 of Directive 10-1;

"Addition to Reserve" means the act of adding land to an existing Reserve land base of a First Nation;

"Agreement" means any written agreement to which Canada is a party that includes provisions with respect to Reserve Creation;

"Canada" means Her Majesty the Queen in Right of Canada;

"Contamination" means the introduction into soil, air, or water of a chemical, organic or radioactive material or live organism that will adversely affect the quality of that medium;

"DOJ" means the Department of Justice;

"Environmental Site Assessment" or "ESA" means an analysis of Proposed Reserve Land with respect to past and present uses, as well as on-site and off-site activities that may have the potential to affect the Proposed Reserve Land's environmental quality, including the health and safety of occupants/residents;

"First Nation" or "Band" means a "band" as defined under the *Indian Act*;

"Joint Reserve" means a Reserve that is set apart for the use and benefit of more than one First Nation;

"Letter of Support" or "LOS" means a letter from AANDC to the First Nation that states that the First Nation's Reserve Creation Proposal will be supported by AANDC to the extent indicated in this Policy and identifies the criteria that must be satisfied before AANDC will recommend the Proposed Reserve Land for Reserve Creation;

"Local Government" means a city, town, village or other built-up area with municipal or other authorities and includes a rural or urban municipality, as defined in relevant provincial legislation;

"Manual" has the meaning given in sub-clause 1.2 of Directive 10-1;

"Mines and Minerals" means mines and minerals, precious or base, including oil and gas;

"Minister" has the meaning given in sub-clause 1.1 of Directive 10-1;

"MO" means Ministerial Order;

"New Reserve" means the act of creating a Reserve for a First Nation with no existing land base;

"OIC" means Order in Council;

"Policy" or "Additions to Reserve/Reserve Creation Policy" has the meaning given in section 1.1 of Directive 10-1;

"Proposed Reserve Land" means land proposed by the First Nation for Reserve Creation;

"Province" means a province of Canada, and includes Yukon, the Northwest Territories and Nunavut;

"RDG" means Regional Director General;

"Reserve" means a reserve as defined in the *Indian Act*;

"Reserve Creation" means the act of adding land to an existing Reserve or creating a new Reserve for a First Nation by OIC or MO;

"Reserve Creation Proposal" means the formal proposal by a First Nation to add land to an existing Reserve or to create a new Reserve by OIC or MO;

"Reserve Creation Proposal Criteria" means the relevant criteria set out in Annex A of Directive 10-1 of the Policy and any other criteria as determined by AANDC;

"Royal Prerogative" means the power of the Crown, as represented by the Governor in Council, to take action as an exercise of its executive power. Setting apart Reserves is one such power and it is exercised by the Governor in Council acting through an OIC at the request of the Minister;

"Selection Area" has the meaning given in clause 9.0 of Directive 10-1.

Directive 10 – 2: **Reserve Creation Process**

1.0 Effective Date

- 1.1 This Directive on the Reserve Creation Process is effective as of ~~XXXX~~.
- 1.2 This Directive forms part of AANDC's *Land Management Manual*, Chapter 10, Reserve Creation.

2.0 Application

- 2.1 This Directive applies to employees of AANDC and provides guidance to First Nations with respect to Reserve Creation Proposals, including First Nations operating under the *First Nation Land Management Act*.
- 2.2 This Directive sets out the process to be followed for Reserve Creation.
- 2.3 Definitions used in this Directive are found in Annex C of Directive 10-1 of Chapter 10 of the Manual.

3.0 References

- 3.1 Legislation and related policy instruments relevant to this Directive are set out in Directive 10-1, clause 16.0 (Legislation and Related Policy Instruments) of the Policy.

4.0 Objectives

- 4.1 The objectives of this Directive are set out in Directive 10-1, clause 6.0 (Objectives) of the Policy.

5.0 Requirements and Responsibilities

- 5.1 Phase 1 – Reserve Creation Proposal Development

5.1.1 The Reserve Creation Process begins when the First Nation submits a Band Council Resolution (BCR) and the Reserve Creation Proposal to the AANDC Region seeking Reserve Creation. At a minimum, the Reserve Creation Proposal must include:

- i. The applicable Policy category;
- ii. Selection Area;
- iii. Land Use – Unless otherwise stated in an Agreement, the First Nation must describe the current and intended use of the Proposed Reserve Land;
- iv. Where available, the offer to purchase, title search including, the registered owner(s), and a general description of Proposed Reserve Land sufficient to identify location;
- v. Proximity of the Proposed Reserve Land to a Local Government;
- vi. Whether mineral rights are to be included and, if so, the registered owner(s);
- vii. Although an Environmental Site Assessment is not required at this stage, any environmental information of the historical, current and intended use of the Proposed Reserve Land;
- viii. Transaction costs applicable under the Policy (and the potential source of funds);
- ix. Other net benefits of Proposed Reserve Land use;
- x. Results of investigations identifying existing encumbrances normally achieved by a title search, provincial canvass, and/or site visit, and including supporting documentation if applicable;
- xi. Any known provincial, municipal, Aboriginal, or other interests; and
- xii. Whether services are required. If services are required, enumerate what services and the plan to provide for or acquire them.

5.1.2 If the Reserve Creation Proposal adds to an existing Reserve, the BCR should set out the name and number of the existing Reserve. If the Reserve Creation Proposal involves the creation of a new Reserve, the proposed name and number of the new Reserve should be identified in the BCR. Naming should be in accordance with the Geographical Names Board of Canada.

5.1.3 Reserve Creation Proposals must be submitted to the AANDC Region within which the majority of the First Nation's land is located, regardless of the Selection Area.

5.2 Phase 2 - Letter of Support

5.2.1 AANDC staff may discuss the Reserve Creation Proposal with the First Nation before the determination contemplated by 5.2.3, and assist the First Nation in the preparation of the Reserve Creation Proposal where appropriate.

- 5.2.2** Upon receipt of a Reserve Creation Proposal, a written acknowledgement of receipt will be provided by AANDC Region to the First Nation.
- 5.2.3** Following receipt, AANDC will determine whether or not the proposal meets the minimum requirements set out in 5.1.1 of this Directive. When that review is complete, AANDC will advise the First Nation in writing of the results of the determination. If the Reserve Creation Proposal has not met the minimum requirements, the Region will advise the First Nation of the deficiencies to be addressed before the proposal will be considered further.
- 5.2.4** If the Reserve Creation Proposal has met the minimum requirements, AANDC will review the Reserve Creation Proposal for the purposes of determining whether a Letter of Support will be issued.
- 5.2.5** If a Reserve Creation Proposal is outside the RDG's authority but the RDG and the First Nation still wish to proceed, the RDG will forward the Reserve Creation Proposal to the Deputy Minister for review and consideration.
- 5.2.6** The RDG (or the Deputy Minister) may issue a Letter of Support or reject the Reserve Creation Proposal. If a Letter of Support is to be issued, AANDC will identify in the Letter of Support the Reserve Creation Proposal Criteria that must be satisfied before AANDC will recommend Reserve Creation.
- 5.2.7** AANDC will provide a written explanation for any Reserve Creation Proposal that will not be supported. Such explanation may include but is not limited to:
- a) Reserve Creation Proposal Criteria not able to be readily satisfied
 - b) Minister's discretion not to recommend Reserve Creation
 - c) AANDC Reserve Creation Proposal implementation planning

5.3 Phase 3 – Reserve Creation Proposal Completion

- 5.3.1** Where a Letter of Support is issued, Regional AANDC and the First Nation will work together to develop a work plan identifying the requirements to meet the Reserve Creation Proposal Criteria identified. AANDC and the First Nation will clarify their respective roles and responsibilities within the process, e.g., with respect to communications planning, environmental site assessments, surveys, community planning requirements, mechanisms to address third party interests, etc.
- 5.3.2** AANDC will initiate an annual review of each Reserve Creation Proposal with the First Nation to determine whether work plan objectives have been met. Where objectives have not been met, the work plan requirements may be revised.

5.3.3 Once all of the Reserve Creation Proposal Criteria have been satisfied, the First Nation will ensure that all of the required information has been forwarded to the AANDC Region and will advise AANDC that the Reserve Creation Proposal has been completed.

5.3.4 Transfer of administration and control from a Province or acquisition of the fee simple title is to be completed in accordance with the *Federal Real Property and Federal Immovables Act* and its regulations.

5.3.5 AANDC Region will verify that the Reserve Creation Proposal is complete, confirm the number and name of the proposed Reserve, and notify the First Nation that the Reserve Creation Proposal will be submitted to the Minister.

5.4 Phase 4 – Reserve Creation Recommendation

5.4.1 Regional AANDC staff will prepare the OIC or MO submission requesting Reserve Creation.

5.4.2 The OIC or MO submission is sent to the Minister who may in the case of an OIC submission recommend its approval to the Privy Council, or reject or approve the MO.

5.4.3 The Governor in Council either rejects or approves the OIC submission.

5.4.4 If the MO or OIC is granted, the MO or OIC is registered in AANDC's Indian Lands Registry. Regional Lands staff should arrange for the registration of all related land title documents in the Indian Lands Registry to be attached to, or accompany, the registration of the MO or OIC, as applicable.

5.4.5 AANDC Region will notify the First Nation and other relevant parties of the Reserve Creation and provide each with the registration particulars as required.

6.0 Directive Assessment and review

6.1 AANDC Headquarters, Lands and Economic Development, Lands and Environmental Monitoring Branch (LEMB) is responsible for any scheduled review of this Directive, as well as for any ad hoc reviews as necessary.

6.2 The effectiveness of the Directive will be examined using the results of assessment activities undertaken for the Policy, Directives and other instruments that flow from them. LEMB may identify and undertake any additional monitoring and assessment activities necessary.

7.0 Enquiries

For information on this Directive or to obtain any of the above-noted references, please contact:

Aboriginal Affairs and Northern Development Canada
Terrasses de la Chaudière
10 Wellington, North Tower
Gatineau, Quebec
Postal Address:
Ottawa, Ontario
K1A 0H4

Email: InfoPubs@aadnc-aandc.gc.ca

Phone: (toll-free) 1-800-567-9604

Fax: 1-866-817-3977

TTY: (toll-free) 1-866-553-0554

8.0 Annexes (for templates, checklists)

Metro Vancouver's Comments on the 2013 Revised Draft Federal Policy on Additions-to-Reserve/Reserve Creation (September 2013)

Policy Objectives

- The objectives of the ATR policy are broad in scope and speak to Canada's fiduciary obligations to Aboriginal peoples. The ATR policy is intended to:
 - a) provide clear policy direction for Reserve Creation;
 - b) promote consistent assessment, acceptance and implementation of Reserve Creation Proposals where possible;
 - c) consider the interests of all parties and find opportunities for collaboration where possible; and
 - d) streamline the process for Reserve Creation Proposals.

AANDC Objectives for the Proposed Revisions

- **Streamline the ATR proposal and remove duplication:**
 - **Minimum proposal standards:** proposals will meet minimum requirements before an official ATR process will be initiated;
 - **Earlier Letter of Support;**
 - **Improved Service Standards:** processing times will be improved thanks to clear service standard guidelines that will establish for both Canada and First Nations requirements to complete Reserve Creation;
 - **Updated Policy Categories:** landless First Nations will be required to negotiate a lands agreement with AANDC before submitting a proposal under the ATR policy;
 - **Consistent Criteria for all Policy Categories;**
 - **Required Environmental Remediation;**
 - Ensuring that the federal government has consulted with all affected Aboriginal groups;
 - **Improved Tools for Resolving Third Party Interests:** AANDC will provide a facilitative role to assist in negotiations, where requested, and subject to resource constraints.
- **Clarify roles and responsibilities:**
 - **Joint Work Plan:** First Nations and AANDC will be required to complete a Joint Work Plan that sets out the steps required to complete the ATR.
- **Facilitate economic development:**
 - **Identify Economic Development ATRs:** The 2001 policy allowed for "community development" under the Community Additions category and "economic development" under the New Reserve category. The new 2013 policy states that lands can be added to reserve for economic development purposes under the Community Additions category.
 - **More Flexible Locations for ATR:** the 2001 policy required that a proposed ATR be near the existing reserve to deliver services at little or no cost. The new policy expands the selection area to within a First Nation's traditional territory, and applies throughout the entire province.

Key Policy Changes of Interest to Local Government:

- **Economic Development**
 - The proposed policy changes are intended to facilitate economic development on Indian Reserves. The new 2013 policy states that lands can be added to reserve for economic development purposes under the Community Additions category.

- The revised policy expands selection area to the entire province but within a traditional territory. Proposed ATR lands can also be outside the First Nation's traditional territory, provided they are within the province or territory where the majority of the First Nation's existing Reserve land is located.
- This policy change may lead to a patchwork of jurisdictions across the region, particularly if the applicant First Nation proposes land use for the ATR lands that is incompatible with neighbouring municipal land use planning.
- Metro Vancouver recognizes the potential for market development on First Nations' lands to be mutually beneficial for Aboriginal communities and their neighbouring local governments. However, First Nations applying for ATR need to be made aware of multiple barriers local governments face in providing services to Indian Reserves, including feasibility, capacity (legal, physical, fiscal) and political concerns. Regional and municipal interests must be recognized in the ATR approval process to ensure that the applicant First Nation receives utility services it requires in a timely manner.
- First Nation economic development projects in urban areas often involve multi-unit residential housing targeted at the non-aboriginal market which creates servicing demands that are much broader than basic utility services. As a consequence, regional interests must include local transportation authorities such as 'TransLink' and its requisite transportation strategies, services, property taxes and other levies that are integral to economic development within the region.
- **Non-Contiguous Lands:**
 - The new policy promotes a non-contiguous lands approach with respect to ATR proposals allowing First Nations to access lands non-adjacent to the existing reserves for economic development, such as lands close to highways and urban centers.
 - Servicing non-contiguous reserve lands may be challenging and costly.
 - The *Local Government Act* requires that all works and services provided by the regional district be consistent with the *Regional Growth Strategy* (Section 865(1)). Metro Vancouver may, therefore, be precluded from providing services to lands that are not currently serviced because, pursuant to the *Local Government Act*, the GVRD must conform to the *Regional Growth Strategy*.
- **Servicing Agreements/Financial Impacts/Land Use Planning:**
 - A requirement to negotiate agreements related to joint land use planning/bylaw harmonization, tax considerations, service provision and future dispute resolution contained in the 2001 policy is no longer clearly stated in the revised policy.
 - The word "an agreement" is now replaced with "a Municipal Service Agreement" in the revised "Outstanding Local Government Issues" section. The definition of "a Municipal Service Agreement" needs to be expanded to include regional transportation services such as those provided by 'TransLink'. The revised Federal policy does not lay out specific formulas for compensation, nor does the Federal policy require the First Nation to pay compensation in all circumstances; the local government may not seek compensation or the tax loss may not be considered significant.
 - The revised Federal policy does not lay out specific formulas for compensation, nor does the Federal policy require the First Nation to pay compensation in all circumstances; the local government may not seek compensation or the tax loss may not be considered significant.
 - Local governments are required to recover the full costs of all local services, including the costs of regional services and regional transportation services

(‘TransLink’). The provisions of the *Regional Growth Strategy* limit the exposure to develop and ensure that the regional tax payers do not end up paying for the costs of projects that are not contemplated in the *Regional Growth Strategy*. Regional servicing issues, including the collection and remittance of all requisite Metro Vancouver property taxes and develop cost charges clearly need to be addressed under the revised ATR policy.

- **Third Party Interests:**
 - The 2013 policy includes very few references to local governments and the need for consultation as part of the review/approval process for ATR proposals.
 - The specifics of dealing with a third party are not clear. Problems of access may arise if lands are already held by third party interests.
 - Moreover, the absence of dispute resolution mechanisms between First Nations and local governments has not been addressed in the 2013 policy.
- **Consultation Timeline:**
 - The 2013 policy no longer refers to the 90-day review period; instead, the applicant First Nation is required to notify the affected local government in writing of the Reserve Creation Proposal to give the local government an opportunity to assess any potential impacts of the Proposal on their existing land use plans and service delivery.
 - Since no specific timeline for the review process is provided, this may prove to be problematic for when it is time to provide a response and a deadline date is unknown or unclear to potential respondents.
 - Regional districts and municipalities require sufficient time to consider a proposal for ATR that takes into consideration the various processes required for Board and Council reports and public consultation.
- **Local Government Approval:**
 - Local governments have no general or unilateral veto with respect to a Reserve Creation Proposal.
 - Local governments need to be consulted and engaged in the ATR process to effectively assess any potential impacts of the ATR proposal on their existing land use plans and service delivery.
- **Regional Districts**
 - Even though the 2013 policy does not explicitly recognize regional districts, it now includes the broader term “Local Governments” replacing the term “Municipalities” that was used throughout the 2001 policy.
 - Consideration could be given in the revised draft ATR policy to replacing the term “other authorities” with the term “regional authorities” so that the revised definition for ‘Local Government’ would read: “*a city, town, village or other built-up area with municipal or regional authorities and includes a rural or urban municipality, or regional transportation authority, as defined in relevant provincial legislation.*”

General Observations:

- The ATR policy applies only to Reserve lands and Indian Bands, including First Nations operating under the *First Nations Land Management Act*.
- The ATR policy review is technical in nature as changes are not intended to address substantive policy questions. However, it should also be noted that the revised policy is a work in progress and requires federal department approvals prior to it being officially released.

- The 2013 policy is much more succinct; the number of pages has been reduced from 73 to 31. Also, a number of sections have been removed from the 2001 policy.
- While the revised policy does not remove the obligation for First Nations to consult with local governments on ATR proposals, the language utilized in the 2013 policy is less forthright. Local governments continue to not have a general veto power, although local government concerns are to be solicited and addressed by First Nations during the ATR process. The wording in some sections of relevance to local government seems vague and ambiguous, especially in relation to consultation timelines and a requirement to negotiate agreements with local governments to address specific issues and concerns regarding land use and servicing arrangements.
- The policy document refers to "Reserve Creation" more often than "Additions-to-Reserve". This appears to signal a change in focus or intent of ATR applications (i.e. not adding to existing Reserve lands, but rather creating additional Reserves).

Based on a review of a draft version of a revised Additions-to-Reserve policy, the following issues of concern for local government have been identified below and summarized in the table titled: "A Comparative Analysis of Metro Vancouver's Position Paper on the Additions to Reserve (ATR) Policy, the Standing Senate Committee Report, and the 2013 Revised ATR Policy" (Attachment).

This analysis focuses on the following key areas of interest for municipalities and regional districts regarding the ATR policy: engagement process, communications, servicing, land use planning, budgetary stability, approval process, time required for public processes, and jurisdictional uncertainty.

1) Managing the Process of Additions-to-Reserve

Local Government Engagement:

- The federal ATR policy was developed in 1972 to allow First Nation to add land to existing reserves or to create new reserves. The policy was first revised in 1991 then again in 2001 and most recently in 2013.
- In the 1990s, AANDC (former INAC) and the Assembly of First Nations undertook joint review of the addition to reserve policy. During the review period, many First Nations were critical of the policy indicating that the policy was too restrictive and treated all proposals in the same way, regardless of whether they were routine or complicated. According to some First Nations, the 'one-size fits all' approach to conducting site-specific reviews of addition proposals resulted in a lengthy and inefficient process.
- In 2010, the former Lower Mainland Treaty Advisory Committee (LMTAC) was invited to participate in an AANDC evaluation of the 2001 ATR policy to provide comments and recommendations from a local government perspective. Further to this request, LMTAC compiled comments from its membership and conveyed them directly to the federal government for consideration. Since 2010, local governments have not received any specific updates as to how the feedback provided had informed AANDC's evaluation process of the ATR policy.
- In May 2013, Metro Vancouver drafted a report that examined the report of the Standing Senate Committee on Aboriginal Peoples titled: "Additions to Reserve: Expediting the Process". The federal report on ATR was analyzed in relation to local government interests, as presented

in Metro Vancouver's position paper entitled: "A Metro Vancouver Position Paper on the Federal Additions-to-Reserve (ATR) Process and the First Nations Commercial and Industrial Development Act (FNCIDA)".

- In response to multiple requests for reforming the existing ATR policy that First Nation witnesses brought to the attention of the Standing Senate Committee in 2012, AANDC has brought forward the proposed revisions to the Policy on ATR/Reserve Creation. In July 2013, the federal government communicated its request for feedback to all First Nation communities across Canada, as well as provincial governments and other stakeholders, including local governments.
- AANDC has advised Metro Vancouver of the opportunity to submit feedback on a draft version of the revised ATR policy. AANDC launched an online feedback form process on the revised policy with the deadline for input on **September 30, 2013**. This deadline provides local governments with a very short timeline to review the policy and relay local government comments to the federal government.
- On August 1, 2013, Metro Vancouver staff informed MTAC of the revised ATR policy and the federal public comment period. MTAC members were encouraged to share their perspectives on the policy changes and to respond with comments to Metro Vancouver or directly to the federal government by the September 30, 2013 deadline.
- One of the guiding principles for the application process under the new ATR policy states that *"the views and interests of provincial, territorial and local governments will be considered, and collaboration between the First Nations and those governments will be encouraged on issues of mutual interest and concern"* (2013 ATR, p. 5). It is further stated that *"options to address third party interests or rights on lands will be identified when considering Reserve Creation Proposals"*.
- A similar discussion on municipal relations already exists in the 2001 policy under **Section 6 Principles for Site-Specific Criteria** (2001 ATR, p. 14). In this section, AANDC recognizes that ATR proposals may impact on municipal governments and this requires that they be advised of ATR proposals within their jurisdictions and have an opportunity to express their interests.
- The need for discussions and negotiations between applicant First Nations and affected local governments with respect to ATR proposals within municipal boundaries is also stressed in the 2001 policy (2001 ATR, p. 16). The 2013 policy, on the other hand, includes very few references to local governments and the need for consultation as part of the review/approval process for ATR proposals.

Expedited Process

- The Standing Senate Committee report on ATR identifies the lack of dispute resolution mechanisms and inadequate resources on the part of First Nations and AANDC as the main reasons for delays in the processing of ATR requests. Although expediting the ATR process was the main focus for the Committee in the context of reforming the ATR process, these two key issues are not addressed in the revised policy.

Resources

- The new 2013 policy does not deal with First Nations' concern about inadequate resources to initiate and successfully complete an ATR application process. AANDC is not obligated by the policy to provide funding for Reserve Creation activities, including land acquisition, surveys, environmental costs, transactional costs, incremental costs, and any additional funding for infrastructure, housing, or other capital costs.
- Unless already provided for in an Agreement or in a service agreement between the First Nation and the local government, the First Nation is responsible for paying any negotiated net tax loss adjustment.
- The ATR application process expends time, human, technical and financial resources, particularly for First Nations and third parties. Local governments can be financially impacted in a negative way by potential ATR proposals; thus, capacity funding from the Crown is essential for ensuring that First Nations and third parties are properly engaged in the ATR process.

Dispute Resolution

- The absence of dispute resolution mechanisms to assist First Nations in their negotiations with local governments has not been addressed in the 2013 policy.
- The new policy does not identify specific steps that need to be taken to ensure effective communication planning in the early stages of every ATR proposal so that local and regional communities and First Nation communities are kept informed. Local governments are faced with uncertainty whether AANDC and First Nations fully understand municipal and regional governments - their role, functions, plans, policies and practices.
- The policy states that AANDC promotes a "good neighbour" approach, which means that any discussions between First Nations and local government would be conducted with good will, good faith and reasonableness. However, this approach alone may not be the most effective tool for resolving disputes that may arise between the First Nations and local governments.

Overlapping Claims and Shared Territories

- Under the 2013 policy, AANDC will consider potential or established Aboriginal and Treaty rights of Aboriginal peoples and will assess whether the Crown has met its duty to consult before setting apart lands as Reserve.

Regional Districts

- Even though the 2013 policy does not explicitly mention regional districts, it now includes the broader term "**Local Governments**" which replaced the term "Municipalities" that was extensively used throughout the 2001 policy. The use of this broader term encompassing both municipalities and regional districts addresses a past local government concern related to the lack of a formal recognition of regional governments in the ATR process.
- A closer look at the definition section of the revised policy reveals that the term "Local Government" is defined as "*a city, town, village or other built-up area with municipal or other authorities and includes a rural or urban municipality, as defined in relevant provincial legislation*" (2013 ATR, p. 25). It should be noted that the ATR policy is a national policy that applies to all provinces in Canada. Regional governments, on the other hand, are specific to the

province of British Columbia. As such, regional districts may be intended to fall under the term "other authorities".

- However, for greater clarity, consideration could be given in the draft 2013 ATR policy to replacing the term "other authorities" with the term "regional authorities" so that the revised definition for 'Local Government' would read: *"a city, town, village or other built-up area with municipal or regional authorities and includes a rural or urban municipality, as defined in relevant provincial legislation."*

Consultation (p. 17)

- Once a proposal for an addition has been assessed as satisfying one or more of the policy justifications, the second element of decision-making involves site-specific considerations; a proposal is considered in light of a number of factors including, but not limited to: the results of an environmental review, existing encumbrances, third party access, and land descriptions.
- In addition to these general considerations, consultations must take place to address the concerns of the relevant province and the affected local government (s).
- In contrast to the Province, local governments are no longer provided with three months to express their views about the Reserve Creation Proposal. The new policy no longer refers to the **90-day review period** for responding to a First Nation's ATR proposal; instead, the applicant First Nation needs to notify the local government in writing of the Reserve Creation Proposal to give the local government an **opportunity to assess** any potential impacts of the Proposal on their existing land use plans and service delivery. No specific timeline for the review process is provided.
- This statement is ambiguous as the duration of the review period remains unclear. Local governments, unaware of specific federal timelines for ATR approval processes, may be faced with a situation where their responses are received too late to be considered by the federal department. For instance, the time required for municipal councils to revise an Official Community Plan or approve a boundary extension may range from six months to one year. The more contentious the issue, the more time is required for public consultation. There appears to be no reciprocal obligation for AANDC and the First Nation to respond to any issues raised by local government.
- It is not clear how exactly the new policy will facilitate effective consultation and promote discussions between First Nations and local governments on issues of mutual interest and concern beyond the requirement for the applicant First Nation to notify the affected local government of its application to add reserve lands located within or adjacent to the local government.
- The 2013 policy does not offer any improvements to the already existing requirement under the 2001 policy for consultation with affected local governments. Successful negotiations and dialogue between First Nation and local communities will require meaningful consultation and consideration of local government interests that go beyond mere notification.

2) Dealing with Municipal and Third-Party Interests

- The Standing Senate Committee report identifies several ways in which the ATR process will be improved. Many First Nation witnesses requested that the federal government better support negotiations between First Nations and local governments through improved guidelines, resources and dispute resolution mechanisms under the ATR policy. Those have not been provided.
- Local governments have also expressed concerns about the many implications of the policy for municipalities and regional districts, ranging from tax loss, incompatible land use, and the lack of consultation mechanisms.
- The ATR process generally includes three stages: 1) land acquisition, 2) stakeholder negotiations and 3) approval of addition to reserve by the Minister or the Governor in Council; however, a review of the revised policy shows that very little attention is given to the second stage. In particular, the 2013 policy includes hardly any references to local government and the need for consultation as part of the policy review and ATR proposal assessment.

Financial Impacts

- The First Nation is responsible for negotiation of agreements with local governments, including agreements for municipal services or net tax loss adjustment. AANDC is not a party to any agreement for municipal services or net tax loss compensation.
- A requirement to negotiate arrangements related to joint land use planning/bylaw harmonization, tax considerations, service provision and future dispute resolution contained in the 2001 policy is no longer clearly stated in the revised policy (2013 ATR p. 16; 2001 ATR p. 27). The requirement to negotiate meant that First Nations and local governments had to engage in discussions based on good will, good faith and reasonableness.
- For instance, under the 2001 ATR policy, municipalities could ask to negotiate a formal agreement with the First Nation before the reserve was created. In situations where affected municipalities had requested such formalized agreements to be signed, lands were not granted reserve status until an agreement was reached with the applicant First Nation. The only exception was where AANDC had a legal obligation to proceed with an addition or where municipalities have not been bargaining in good faith.
- The issues to be negotiated included: measures to compensate for tax loss, arrangements for the provision of and payment for municipal services, bylaw application and enforcement, joint consultative process for matters of mutual concern such as land use planning, and dispute resolution. However, despite this existing requirement, many local governments were not aware that they could require a negotiated formal agreement before the reserve was created within their boundaries and, in fact, such written agreements negotiated between First Nations and affected municipalities were not common in British Columbia.
- The ambiguity around the requirement to negotiate arrangements related to joint land use planning/bylaw harmonization, tax considerations, service provision and future dispute

resolution needs to be clarified as the lack of this prerequisite may have serious implications for those local governments faced with ATR proposals adjacent to or within their boundaries.

- The new language is much softer: what used to be a requirement is now a suggested course of action/recommendation. It is stated that First Nations and local governments will discuss issues of mutual interest and concern (joint land-use planning/bylaw harmonization, tax considerations, service provision or dispute resolution); a First Nation-Local Government agreement may be necessary to address issues of concern such as the provision of services and potential net tax loss adjustments due to the loss of local government jurisdiction over the proposed Reserve Land; and the local government and First Nation should formalize such an agreement in writing (the 2001 policy: *"The municipality and First Nation are entitled to formalize such an agreement in writing"*).
- The "tax adjustment" provisions in the policy are not intended to provide for a municipality's long term tax loss. Rather the provisions establish the goal of creating a time period during which municipalities can "adjust" the loss of tax revenue. Any such payments are to be made by the First Nation and are not guaranteed by either the federal government or the ministry.

Servicing Agreements

- The federal government retains the discretion to approve the addition where it considers the First Nation has made reasonable efforts to respond to the issues identified by the municipality. Under the new 2013 policy, AANDC will continue addressing outstanding local government issues. The Regional Director General (RDG) may choose not to support a Reserve Creation Proposal in cases where a First Nation has demonstrated an unwillingness to negotiate in good faith with a local government or where a Municipal Service Agreement is required to provide essential services to a Reserve, but has not been concluded. Similarly, RDG may agree to support an ATR proposal where the First Nation is prepared to enter into an agreement on the issues raised by the Local Government and AANDC determines that the Local Government is unwilling to respond in good faith. It is not clear how the federal government will resolve the issue of the absence of services.
- The word "an agreement" is now replaced with "a Municipal Service Agreement" in the revised "Outstanding Local Government Issues" section (2013 ATR, p. 18).
- The 2013 policy (section 16.2 Related Policy Instruments) refers First Nations to the *Federation of Canadian Municipalities* (FCM) for information on municipal tax and service agreements.

Non-Contiguous Reserve Lands

- "Reserve Creation" is a term frequently used in the new policy. The distinction needs to be made between the terms "Reserve Creation" and "Addition to Reserve".
- "Reserve Creation" is defined as the act of adding land to an existing Reserve or creating a new Reserve for a First Nation by Order in Council or Ministerial Order; whereas, "Addition to Reserve" means the act of adding land to an existing Reserve land base of a First Nation.
- It is also important to note that the term "Addition to Reserve" has been revised to exclude a reference to "Service area". Under the 2001 policy, the term is defined as *"a proposal for the granting of reserve status to land which is within the service area of an existing reserve community."* (2001 ATR, p. 8)

- "Service area" (2001 ATR, p. 8) is defined as *"the geographic area 'generally contiguous' to an existing reserve community within which existing on-reserve programs and community services can be delivered, infrastructure extended and installations shared, at little or no incremental cost."* This amendment to the "Addition to Reserve" definition may potentially have implications for local governments faced with servicing 'non-contiguous' Reserve lands.
- The "Continuity of Multiple Parcels" section is no longer included in the revised policy. The 2001 policy contained the following statement: *"8.1 Where more than one parcel is proposed to be set aside as reserve, parcels should be contiguous/adjacent to one another."* (2001 ATR, p. 25)
- Non-contiguous lands were not generally granted reserve status under the 2001 policy unless it was a new band or a new reserve. However, the 2013 policy provides First Nations with greater flexibility in terms of land selection for future additions. Therefore, it is anticipated that, under the revised policy, there will be an increase in the number of ATR applications for non-adjacent parcels. Adding non-contiguous lands to reserve may lead to a patchwork of jurisdictions across the region creating islands of reserve lands operating under the federal authority. Given the high costs of servicing non-continuous lands, it may also be impractical for First Nations to apply for such additions.

Land Use Planning:

- First Nations are encouraged to develop land use planning tools in planning for an addition to reserve and to facilitate land management after Reserve Creation.
- "Indemnification Agreement" is an Agreement that sets out terms satisfactory to AANDC on a number of matters, including agreement by the First Nation to impose appropriate land use restrictions through land use plans and by-laws (2013 ATR, p. 11)
- It is AANDC's policy to avoid the acquisition of contaminated land for Reserve Creation.
- Local government land use bylaws, zoning and related enforcement is no longer applicable once the land is added to Reserve lands. As a result, there could be the potential for incompatible land uses and land use conflicts.

Third Party Interests:

- Language related to policy assessment and review and local government consultation is vague.
- The "Policy Assessment and Review" and "Proposal Assessment" sections do not include any references to local government. The section only states that AANDC will review the Reserve Creation Proposal in accordance with Directive 10-2: Reserve Creation Process (2013 ATR, p. 7).
- Under the 2001 policy, on the other hand, consultation with "province, municipality, other affected government department" is listed as part of the review/approval process for ATR proposals (2001 ATR, p. 9).
- The revised "Existing Encumbrances" section (2013 ATR, p. 14) no longer includes a reference to "a municipality" in the context of discussing existing third party interests.
- The 2001 (p. 24) policy includes the following statement that has been removed from the revised policy: "These encumbrances, which are legal interests in or rights to use the land, are distinct from the non-legal issues or concerns that a municipality or other third party may raise".
- The new 2013 policy reiterates the **absence of local government veto** with respect to a Reserve Creation Proposal. New wording appears in the revised policy in relation to "Provincial Considerations". The new 2013 policy clearly states that provincial Governments do not have a veto with respect to a Reserve Creation Proposal. The Deputy Minister or Minister may be asked

to review an ATR Proposal should there be any outstanding issues or concerns arising from provincial consultations:

- **2001 Policy:** *"11.3 While the First Nation has the lead role in discussions with provincial governments, upon request from the First Nation, INAC may have a role in providing technical assistance in support of that lead."*
- **2013 Policy:** *"c) While provincial Governments must be consulted, they have no general or unilateral veto with respect to a Reserve Creation Proposal. Where AANDC is satisfied that concerns arising from these consultations have been addressed, a Reserve Creation Proposal may proceed in accordance with the Policy" (2013 ATR, p. 16).*

Economic Development Category:

- The revised Policy Statement indicates that Reserve Creation may serve a broader public interest by supporting the community, social and economic objectives of First Nations by expanding a First Nation's land base (2013 ATR, p. 4). Similar to the 2001 policy, the new policy includes three key policy categories used to review ATR proposals: 1) legal obligations and agreements, 2) community additions, and 3) tribunal decisions. The third ATR policy category has been modified to focus on 'Tribunal Decisions' as opposed to 'New Reserves/Other Policy'.
- The revised third category of Reserve Creation relates to situations where lands are awarded to First Nations by the specific claims tribunal for decisions failing to fulfill a legal obligation of the Crown to provide lands under a treaty or another Agreement, or a breach of a legal obligations arising from the Crown's provision or non-provision of Reserve land, or an illegal disposition by the Crown of Reserve lands. The establishment of new Reserves is now covered under the Legal Obligations and Agreements category.
- Economic development is now listed as one of the reasons for adding Reserve lands under the Community Additions category of Reserve Creation (2013 ATR, p. 6). Adding economic development as one of the criteria for additions signifies a considerable policy change as contrasted with the 2001 lands selection policy direction. In fact, economic development has become the main focus for many First Nation organizations across Canada in the context of reforming the ATR policy. First Nation witnesses who appeared before the Standing Senate Committee emphasized the need to make the ATR process less restrictive and allow ATR for economic development purposes.

First Nations Commercial and Industrial Development Act (FNCIDA)

- The First Nations Commercial and Industrial Development Act (FNCIDA) is listed as one of the key pieces of legislation applicable to the ATR/Reserve Creation policy. The inclusion of the FNCIDA in the ATR policy closely relates to the local government concerns that the former LMTAC has articulated in its discussion paper titled: "Local Government Issues and Interests on the First Nations Commercial and Industrial Development Act and the First Nations Certainty of Land Title Act".
- The point stressed in the paper is that the FNCIDA legislation may lead to an increase in ATR applications as new lands added to Reserve could become FNCIDA designated projects. The revised policy further reaffirms the existing linkages between the ATR process and FNCIDA. Given that the new policy lists economic development as one of the Reserve Creation categories, the applicant First Nation proposing to create new reserve for economic reasons is

no longer obliged to demonstrate that the economic benefits could not be substantially achieved under another form of land holding/tenure and that the tax advantage associated with Reserve status is not in itself sufficient justification for Reserve status under the community additions category.

- On the AANDC website, under the “Process, Roles and Responsibilities” section of the FNCIDA process, applicant First Nations are informed that confirmation has to be included in the FNCIDA project proposal if the land is reserve land or if it is proposed as an ATR. It appears that, under the new policy regime, First Nations will be able to use the ATR process for market development, including commercial and industrial development under FNCIDA. The use of the ATR process for economic development purposes signifies a major policy shift.

Local Government Perspective

- The proposed changes to the ATR policy reaffirm Canada’s commitment to improving the economic and social conditions of First Nations living on Indian Reserves. The federal government and First Nations view expanding the Reserve land base through ATR as an important mechanism for fostering economic development:
 - **2007: Standing Senate Committee on Aboriginal Peoples’ report: “Sharing Canada’s Prosperity – A Hand Up, Not a Hand Out”** on the special study of the involvement of Aboriginal communities in economic development activities; the report concluded that limited access to lands and resources is a principle barrier to Aboriginal economic development that must be addressed as an urgent priority.
 - **2011: Canada-First Nations Joint Action Plan** intended to enable strong, sustainable and self-sufficient First Nation communities. The Joint Action Plan between AANDC and AFN included a Joint Working Group on ATR reform to explore options to improve the ATR process to enable First Nation to pursue economic opportunities.
 - **2012: Federal Framework for Aboriginal Economic Development** recognizes that faster processes for additions to reserves are essential to economic progress.
 - **2012: Standing Senate Committee on Aboriginal Peoples’ report: “Additions-to-Reserve - Expediting the Process”**. Multiple witnesses argued that the requirement of negotiating agreements with local governments on lost municipal taxes prior to land conversion puts financial pressure on First Nation communities and thereby impedes their economic and social development. The committee concluded that potential benefits resulting from economic developments on First Nations’ land may outweigh any tax loss for municipalities.
- Metro Vancouver recognizes the potential for market development on First Nations’ lands to be mutually beneficial for Aboriginal communities and their neighbouring local governments. Local governments, as potential providers of services to neighbouring Reserves, also have a role to play in unlocking the economic potential of reserve lands. By providing essential services such as water and sewer to on-Reserve development projects, local governments take active part in supporting on-Reserve economic development.

- However, in order to assist First Nations in fulfilling their economic development aspirations by expanding their land base, local governments need to be consulted and engaged in the ATR process to effectively assess any potential impacts of the ATR Proposal on their existing land use plans and service delivery.
- First Nations applying for ATR need to be made aware of multiple barriers local governments face in providing services to Indian Reserves, including feasibility, capacity (legal, physical, fiscal) and political concerns. Regional and municipal interests must be recognized in the ATR approval process to ensure that the applicant First Nation receives utility services it requires in a timely manner.

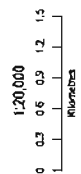
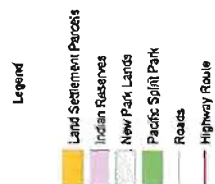
7743247

Attachment 3

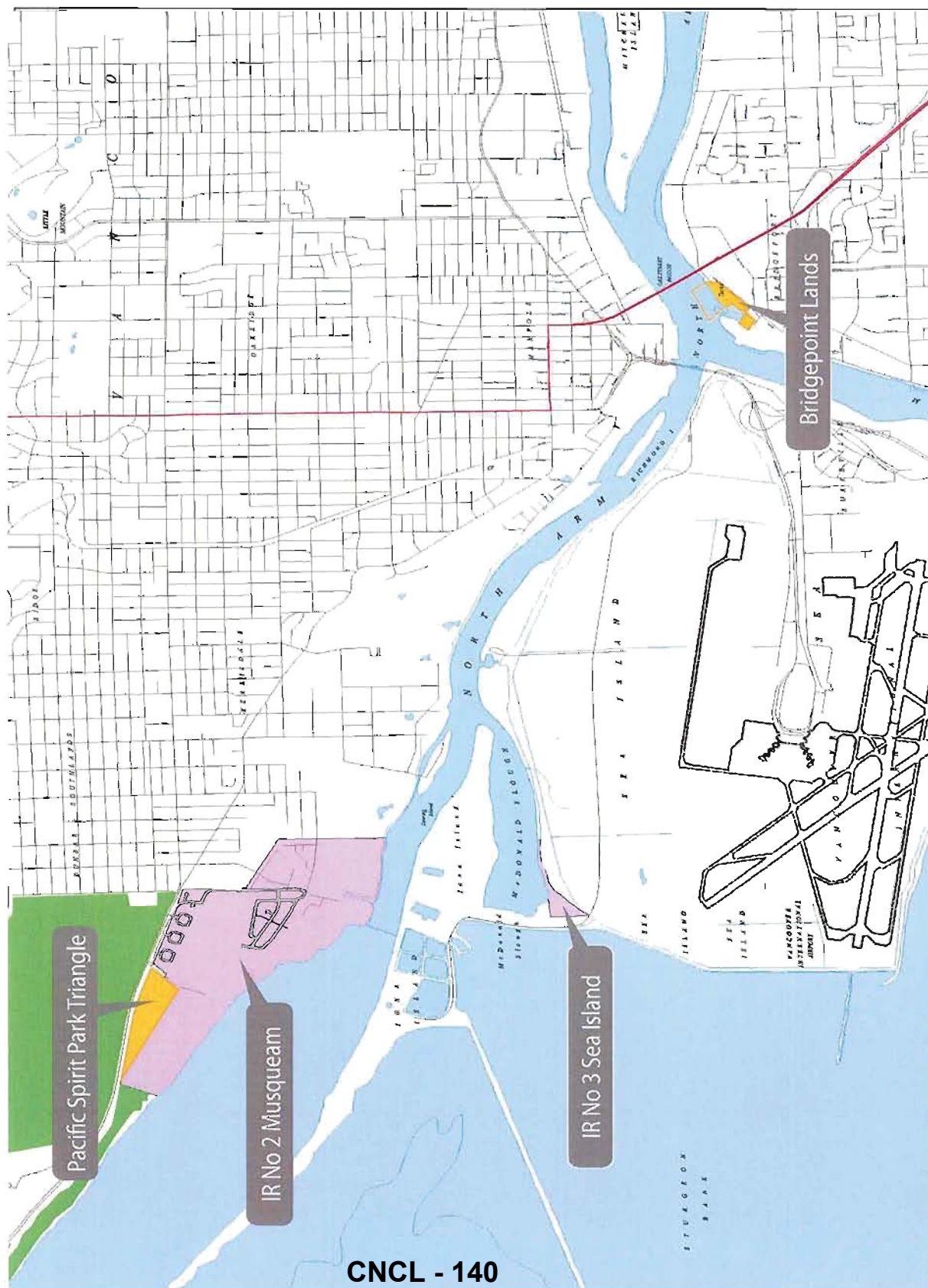
**Musqueam Indian Band
And
Province of British Columbia
Reconciliation, Settlement
and Benefits Agreement
Agreement in Principal**

Overview of Land Settlement Parcels

This map is for discussion purposes only.
It is a representation of the area and is not to scale.



Dem Kay





City of Richmond

Report to Committee Planning and Development Department

To: Planning Committee
From: Wayne Craig
Director of Development

Date: September 24, 2013

File: HA 13-636133

Re: Application by The City of Richmond for a Heritage Alteration Permit at
3811 Moncton Street

Staff Recommendation

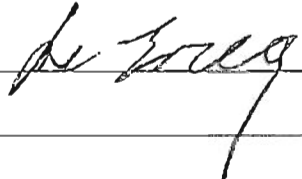
That a Heritage Alteration Permit be issued which would:

1. Permit the installation of two (2) fascia signs on the Steveston Museum at 3811 Moncton Street in Steveston; and
2. Vary the provisions of Richmond Sign Regulation Bylaw 5560 to:
 - a) Allow a fascia sign to extend above the top of the wall to which it is affixed; and
 - b) Reduce the minimum clearance between the underside of a hanging sign and the ground from 2.4 m to 2.19 m.


Wayne Craig
Director of Development

BK:kt

Attach:

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Arts, Culture & Heritage Customer Service	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	

Staff Report

Origin

The City of Richmond has applied for permission to install two (2) fascia signs and one (1) hanging sign on a designated heritage building located on a site zoned “Steveston Commercial (CS2)” at 3811 Moncton Street. The three signs are part of the re-location of the Japanese Fisherman’s Benevolent Society Building to the site, and renovations / restoration of the building, and updating the existing signage on Steveston Museum and Post Office.

Background

The subject property is located in the Steveston Village, within the Heritage Conservation Area declared by Council in June 2009. The site is occupied by two (2) buildings:

- The Steveston Museum and Post Office – also known as the Northern Bank Building.
- The relocated Japanese Fisherman’s Benevolent Society Building (the “Japanese Building”).

The Steveston Museum building is a designated heritage resource – protected under Bylaw No. 3956, adopted June 8, 1981. While the Japanese Building is on the same property, the building has not been designated as a heritage resource.

Development surrounding the subject site is as follows:

To the North: Two-storey mixed use Commercial / residential above, zoned “Steveston Commercial (CS3)”.

To the South: One-storey commercial building under Land Use Contract 122, across Moncton Street.

To the East: One-storey commercial building on the Richmond Heritage Inventory zoned “Steveston Commercial (CS2)” (the Ray’s Dry Goods building).

To the West: City-owned green space zoned “Steveston Commercial (CS2)”.

Staff Comments

Sign Proposal

The exterior renovations for the Japanese Building are largely complete, and programming for the building and associated interior renovations is under way. As part of the completion of the exterior works, a Heritage Alteration Permit (HAP) has been submitted by the Arts, Culture and Heritage Services Section of The City of Richmond, to allow the installation of two (2) new fascia signs and one (1) hanging sign on the Steveston Museum building.

Heritage Procedures

Richmond Heritage Procedures Bylaw No. 8400 delegates the review and issuance of a Heritage Alteration Permit for signs to the Director of Development, unless the subject property is a protected heritage property, as follows:

5.1.5 issuance of a Heritage Alteration Permit in respect of an application to alter, remove or replace a sign, only if the sign and building are not protected heritage property;

Sign Proposal

There are three (3) signs proposed for the Museum Building which require a Heritage Alteration Permit (HAP) to be issued by Council, prior to staff issuing a sign permit. One proposed sign would be located above the main entrance on Moncton Street, a second sign would be located on the east side of the building, facing 3rd Avenue, and the third sign would be a hanging sign over the front door to the museum/post office. The two (2) wall-mounted signs will be installed immediately above the fascia board. All three (3) proposed signs will be wood, painted black and will have white copy. The design and location of the proposed signs is shown in **Attachment 1**.

The proposed sign design is reminiscent of historical signs which were used on the building when it was the Northern Bank and later the Royal Bank of Canada. The proposal is consistent with the Steveston Village Conservation Strategy, and the Development Permit Guidelines for signage. The sign proposal was reviewed and endorsed by the Steveston Museum Site Building Committee at their June 6, 2013 meeting (**Attachment 2**).

Heritage Commission Review

The sign proposal was reviewed at the September 18, 2013 meeting of the Richmond Heritage Commission. The Commission supported the proposed signs. An excerpt of the minutes of the Commission meeting is provided in **Attachment 3**.

Window Signs

As shown in the drawings attached to the Heritage Alteration Permit, seven (7) other signs are proposed. These signs are labelled as Signs B through H and are proposed to be interior window signs. As these signs are located inside the interior of the space, the HAP is not required for their installation.

Bylaw Compliance/VariANCES (staff comments in bold)

Under the provisions of the *BC Local Government Act*, a Heritage Alteration Permit (HAP) may be used to vary municipal regulations for signs. It is therefore possible to use the HAP to vary the maximum height limit for a fascia sign, and allow the two (2) fascia signs as proposed, with the sign on the east side of the building extending above the fascia.

The two (2) proposed fascia signs would comply with the Richmond Sign Regulation Bylaw No. 5560. The Steveston Area Plan further limits the size of a fascia sign to 0.14 m² per linear metre of building frontage. The signs would be located on the south wall of the building which has 6.5 m of frontage, and the east wall of the building which has 18.5 m of frontage. This permits a sign area of 0.9 m² on the south wall and 2.6 m² on the east wall. All three (3) of the proposed signs conform to the regulations for sign area outlined in the Area Plan and the Richmond Sign Regulation Bylaw.

Two (2) variances are requested to allow the proposed signs.

Height of Facia Sign

The sign proposed to be installed on the east side of the building would not comply with the Bylaw regulations for facia signs as follows:

PART II: CANOPY SIGNS & FACIA SIGNS

4. MAXIMUM HEIGHT:

(a) No part of a Canopy Sign or a Facia Sign shall be higher than the top of the wall to which it is affixed.

The sign on the east of the building would be mounted to bracket attached to the facia board, but would then extend above the facia board, and would be higher than the wall it is attached to. The applicant has requested a variance to:

- Allow a facia sign to extend above the top of the wall to which it is affixed.

(The proposed signage is a historically accurate re-creation of the sign found on the building in the past. The sign concept is consistent with the signage guidelines for the Heritage Conservation Area contained in the Steveston Area Plan). Staff have no objections to the requested variance).

The following historical photographs of the Museum building illustrate the character of the signage that was installed on the building in the past.





The second photo above dates from the early 1920's and shows that at that period of time, one (1) fascia sign above the front door to bank (then the Royal Bank of Canada), and one (1) sign on the roof / fascia sign on the east of the building was present. This configuration is the basis for the signage requested under Heritage Alteration Permit HA 13-636133.

Minimum Clearance for a Hanging Sign

The applicant has requested a second variance for the hanging sign over the south entry to the Museum. This would vary the provisions of Richmond Sign Regulation Bylaw 5560 to:

- Reduce the minimum clearance between the underside of a hanging sign and the ground from 2.4 m to 2.19 m, for the proposed hanging sign over the front door of the museum/post office (**Attachment 1**).

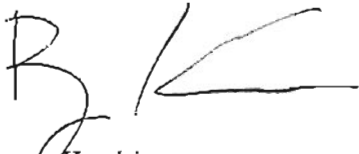
(The proposed hanging sign is historically accurate for the time period of the construction of the building, and a number of other buildings in Steveston feature hanging signs. If the variance is supported by Council, the proposed clearance of 2.19 m (7 ft 2 inches) will provide adequate head clearance for all but the rare person over 7 feet tall. The sign concept is consistent with the signage guidelines for the Heritage Conservation Area contained in the Steveston Area Plan. Staff have no objections to the requested variance).

Conclusion

The proposed fascia signs are consistent with the Steveston Village Conservation Strategy and the Development Permit Guidelines for signs in the Steveston Area Plan. The proposed fascia signs

are a historically accurate re-creation of signs which were installed on the building in the past, and are suitable in scale and design for the building.

Staff recommend that the Heritage Alteration Permit to allow the installation of the two (2) fascia signs and the one (1) hanging sign, and to vary the regulations of The "Richmond Sign Regulation Bylaw 5560" proposed signage be approved.

A handwritten signature in black ink, appearing to read 'BK', with a stylized flourish extending from the 'K'.

Barry Konkin
Program Coordinator, Development

BK:kt

Attachment 1: Proposed Signs

Attachment 2: Excerpt of Minutes of the June 6, 2013 Meeting of the Steveston Museum Site
Building Committee

Attachment 3: Excerpt of Minutes of the June 19, 2013 Meeting of the Richmond Heritage
Commission

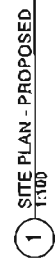
STEVESTON MUSEUM SIGNAGE



View of Steveston Museum Building from Intersection of Moncton Street and 1st Avenue

CNCL - 147





MONCTON STREET

**Steveston Museum Site Building Committee Meeting Minutes
June 6, 2013 - 4:00 pm
Steveston Museum Meeting Room**

In attendance:

Committee: Linda Barnes, Loren Slye, Bruce, Livingston, Harold Steves,

Staff: Connie Baxter, Michael Chan, Jim Young, John Irving, Jamie Esko, Gabrielle Sharp (scribe)

Heritage Consultant: James Burton, Birmingham & Wood

Action Items and Resolutions Summary:

- James will consult City Signs Department to ensure they can fabricate the exterior signs in wood
- Michael will:
 - Compile summary of consultant fees to date and email them to Connie for distribution.
 - Get cost to paint building trim only.
 - Get break down of cost of paint.
- Connie will set a date for the meeting with the exhibit development group and meet with Harold and Loren to consider exhibit budget.
- Linda and Harold will bring the sale of the road ends budget back to the Committee.
- City staff and James will review the scope of work for the interior and report back to the Committee with options for June 20, 2013 meeting.
- Jamie will (for July meeting):
 - Create a bubble diagram highlighting different potential uses of the parts of the park
 - Include introduction of water, evening lighting
 - Start to calculate budget impact

Resolution passed:

That the external building signage and interior window signage be adopted as per drawings by Birmingham & Wood based on the 1914 Northern Crown Bank archival image (City of Richmond Archives 2006 39 12). External building signage, A and A(2), to be fabricated in wood and equal in size.

1. Call to order - 4:03pm

2. Approval of the agenda - approved

3. Review and approval of April 25, 2013 minutes - approved

4. Business arising from minutes

a. Exterior Signage - cost of wood vs. aluminum - James

- James understood the Committee would like to review its earlier decision on exterior signage.
- Asked Committee to refer to the image on page 4 of drawings submitted to City
- The process to get Council approval was put on hold in order to obtain final approval from the Building Committee

- Linda: there seems to be a misunderstanding regarding the materials (wood versus aluminum). Additional issues to consider include: cost, longevity, being able to take down sign easily for filming

- Connie: Policy Planning is waiting for approval as per April 25 motion for aluminum or needs a new motion for wood from today's meeting

- James: chose aluminum based on the recommendation from the City Sign Shop for longevity and especially to be demountable for filming purposes
- Like street signs but thicker at edges with thicker frame around it; not flimsy
- Cost for aluminum: \$48/sign. Cost for wood: similar - won't be noticeably more.
- Including frame, looking at around \$200/sign for either wood or aluminum
- Longevity: wood will last but perhaps not as long as aluminum

- Linda: could City sign shop do wood? James: Probably. Will check.

- Linda polled the Committee members:
- Loren: prefer wood; will withstand weather; matches heritage building
- Harold: prefer wood - good wood will last; may have to be repainted every 10 years
- Bruce: wood

- Linda: From a staff perspective of taking sign up and down - anything to know?
- James: will need a metal bracket behind it with the wood bolted on it - can be done.

- Linda clarified that the Committee was unanimous that they wanted a completely wooden sign without aluminum frame.

Resolution: That the external building signage and interior window signage be adopted as per drawings by Birmingham & Wood based on the 1914 Northern Crown Bank archival image (City of Richmond Archives 2006 39 12). External building signage, A and A(2), to be fabricated in wood and equal in size.

Resolution passed.

Note – The City of Richmond Sign Shop is preferred for fabrication.

b. Other?

- Connie said there is a Planning Meeting scheduled for July 3 where the report about the signs will go forward if anyone wants to attend.

5. Interior Rehabilitation

a. Budget - Michael/Connie/All

- Michael: Have expended \$359,000 on the project to date with \$310,000 remaining for interior restoration and exhibit development.
- John: Have hired a cost estimator who estimated the budget for interior restoration would be around \$400,000. This would include wiring, conduit and Unistrut.
- Exhibit development is around an additional \$175,000.
- In total approximately \$600,000 range
- There are things that could be economize on but cuts here and there won't be sufficient to reduce costs to the range required.
- Propose that they bring what can be done with the current budget back to the Committee. Start from the very baseline with budget that we have and build from there with additions.
- One possibility: significant savings of 10-15% may be achieved by detailed planning ahead and putting out to tender with very specific guidelines including colour chips, trim details, etc. Need to define that level of detail in the specifications and get a better price from contractor.
- John emphasized that this would require a lot more work initially to get in place, including decisions made by the Committee.
- In process of doing the required analysis for such an approach.
- Linda asked if doable by next meeting in early July?
- John said it would take extra time upfront to produce cost savings and will push timeline back.
- He also said there will be additional costs initially in term of redesign and will analyze cost benefits of such an approach.

RICHMOND HERITAGE COMMISSION
Wednesday, September 18, 2013

2. UPDATES

Newsletter

Mr. Konkin has circulated notice of the upcoming deadline for the newsletter and discussion ensued on potential themes for articles in this or the next edition of the newsletter. It was noted that the kiosk would be a worthy topic once the project has progressed a bit further. Mr. Evans also discussed writing about his experiences with costumed first-person narration. Staff encouraged Mr. Evans to approach Peter Harris about the renovation of the net loft to see if that is being reported on. Commission members were encouraged to send any suggestions for articles to Ms. Beaumont or Mr. Evans.

3. BUSINESS ARISING

a. *Kiosk Project*

Committee members provided an update on their experience touring Steveston and creating a focussed inventory of utility kiosks within the core of the Steveston Village. It was noted that 9 kiosks were identified and a detailed and comprehensive report has been created and distributed to Commission members electronically. Currently, the report has been sent to Public Art staff and is awaiting feedback from both staff and the Public Art Advisory Committee. Councillor Dang recommended enlisting Tourism Richmond for involvement in this project as well as any other interested Steveston Heritage groups. Commission members noted their hope that Public Art Funds can be utilized for this potential pilot project.

b. *Development Application Review*

Staff provided an update on an amended version of proposed signage for the Steveston Museum, originally presented in June. Differences with respect to signage height variance were noted.

It was moved and seconded

That the Richmond Heritage Commission support the third Post Office sign for the Steveston Museum, as presented on September 18, 2013.

CARRIED



City of Richmond

Heritage Alteration Permit

Development Applications Division
6911 No. 3 Road, Richmond, BC V6Y 2C1

File No.: HA 13 - 636133

To the Holder: City of Richmond
Property Address: 3811 Moncton Street
Legal Description: Parcel Identifier: 028-088-514
Lot A Section 10 Block 3 North Range 7 West New Westminster District
Plan BCP42935

(s.972, *Local Government Act*)

1. (Reason for Permit)
 - ☒ Designated Heritage Property (s.967)
 - ☐ Property Subject to Temporary Protection (s.965)
 - ☐ Property Subject to Heritage Revitalization Agreement (s.972)
 - ☒ Property in Heritage Conservation Area (s.971)
 - ☐ Property Subject to s.219 Heritage Covenant
2. This Heritage Alteration Permit is issued to authorize the installation of signs for the buildings at 3811 Moncton Street (**Schedule "A"**).
3. This Heritage Alteration Permit is issued subject to compliance with all of the Bylaws of the City applicable thereto, except as specifically varied or supplemented by this Permit.
4. The "Richmond Sign Regulation Bylaw 5560" is hereby varied to:
 - a) Waive the regulation that No part of a Canopy Sign or a Facia Sign shall be higher than the top of the wall to which it is affixed.
5. If the alterations authorized by this Heritage Alteration Permit are not completed within 24 months of the date of this Permit, this Permit lapses.

AUTHORIZING RESOLUTION NO. <Resolution No.> ISSUED BY THE COUNCIL THE DAY OF
xxx, 2013

DELIVERED THIS <Day> DAY OF <Month>, 2013

MAYOR

CORPORATE OFFICER

IT IS AN OFFENCE UNDER THE *LOCAL GOVERNMENT ACT*, PUNISHABLE BY A FINE OF UP TO \$50,000 IN THE CASE OF AN INDIVIDUAL AND \$1,000,000 IN THE CASE OF A CORPORATION, FOR THE HOLDER OF THIS PERMIT TO FAIL TO COMPLY WITH THE REQUIREMENTS AND CONDITIONS OF THE PERMIT.



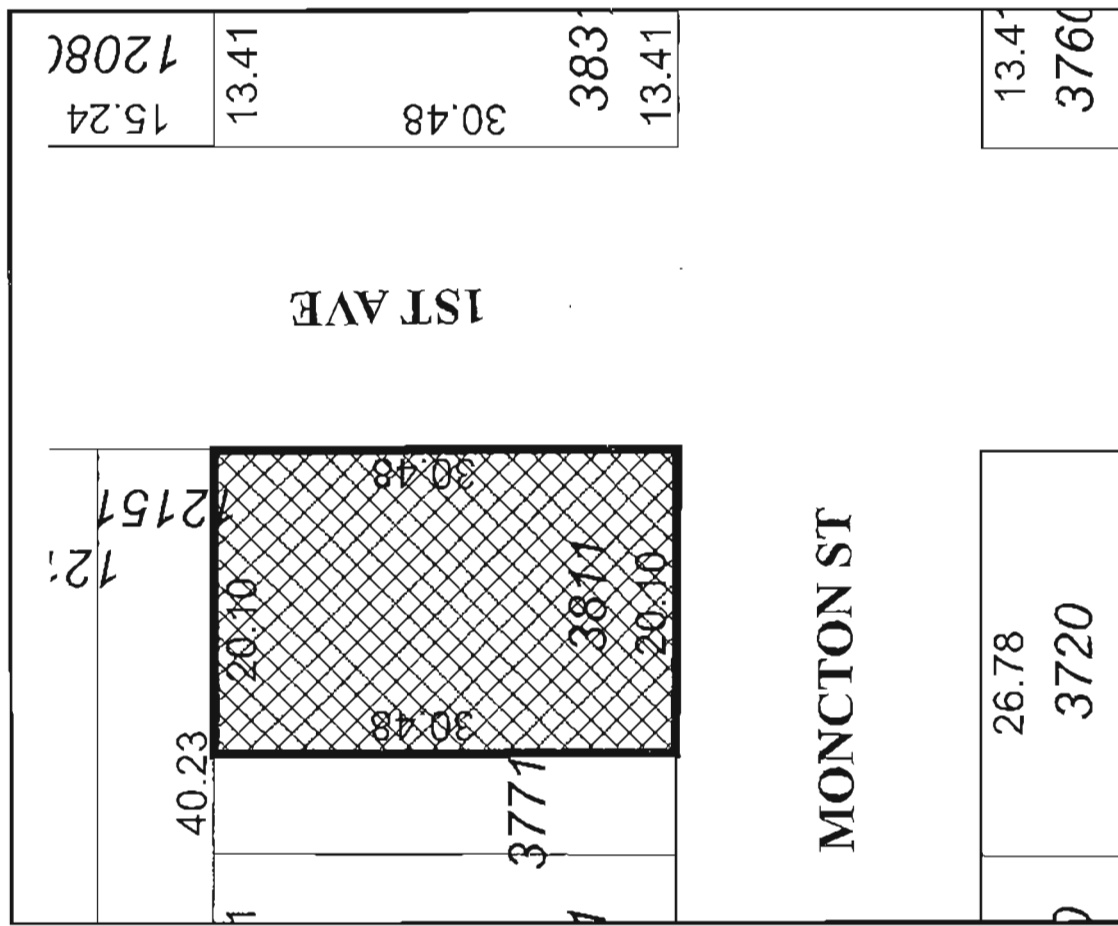
HA 13-636133

Original Date: 05/07/13

Revision Date:

Note: Dimensions are in METRES

CNCL - 155



STEVESTON MUSEUM SIGNAGE



View of Steveston Museum Building from Intersection of Moncton Street and 1st Avenue



View of Steveston Museum Building from Intersection of Moncton Street and 1st Avenue

SIGNAGE LOCATIONS STEVESTON MUSEUM SIGNAGE

INTENT OF SIGNAGE A2 LOCATED ABOVE THE GUTTER FACING 1ST AVENUE IN HISTORICAL LOCATION IS TO IDENTIFY THE MUSEUM TO THE PUBLIC EAST OF THE BUILDING ON MONCTON STREET OR ON 1ST AVENUE



View of Steveston Museum Building from 1st Avenue

INTENT OF SIGNAGE D AND E LOCATED ON THE WINDOWS OF THE POST OFFICE BUILDING:

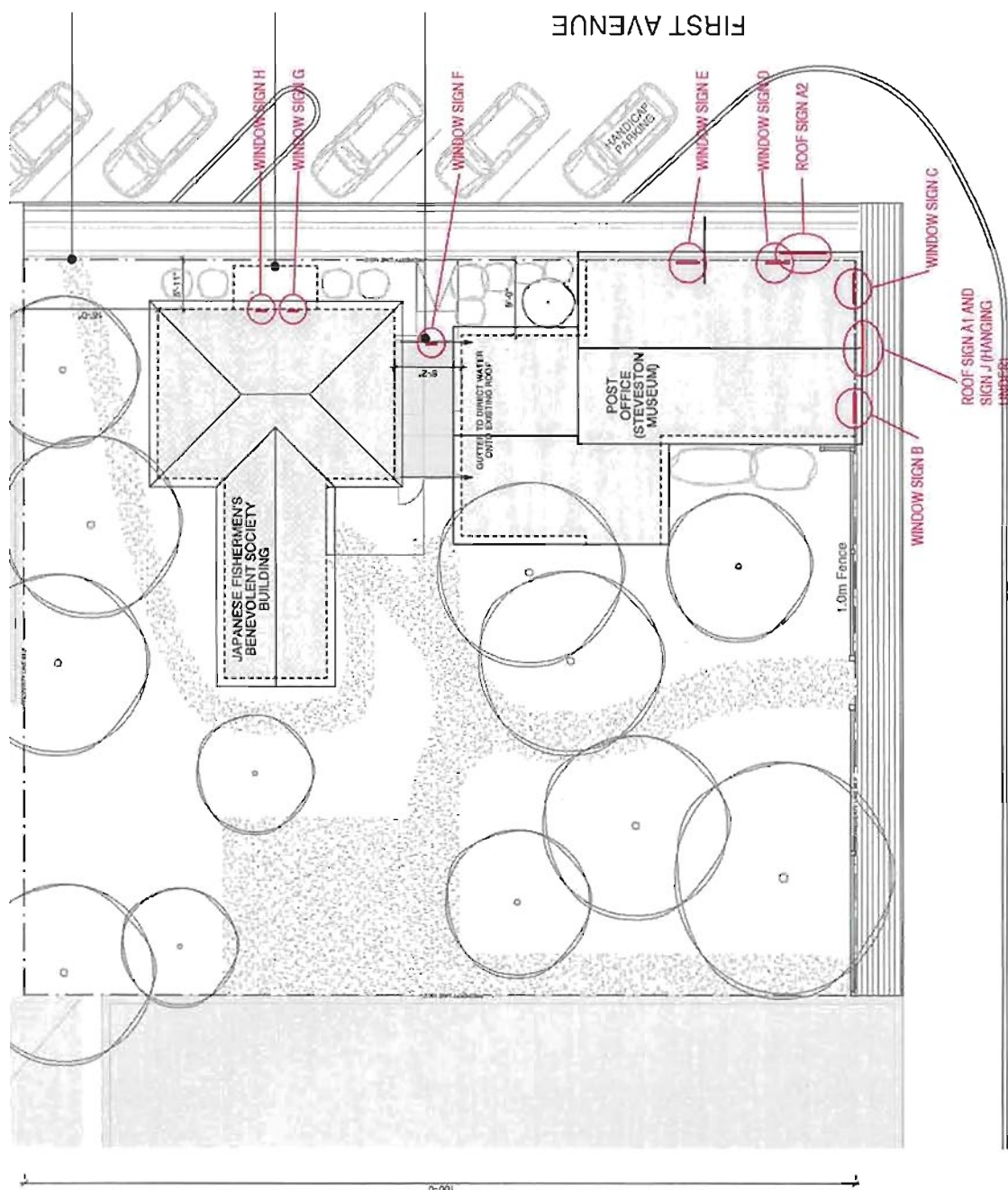
- ADVERTISE CURRENT COMMERCIAL USES IN THE BUILDING, AND
- IDENTIFY THAT THE CURRENT USES ARE IN A MUSEUM BUILDING

INTENT OF SIGNAGE F, G, AND H THAT ARE LOCATED ON THE JAPANESE FISHERMEN'S BENEVOLENT SOCIETY BUILDING IS TO DIRECT THE PUBLIC TO

- IDENTIFY THE BUILDING AS PART OF THE STEVESTON MUSEUM, AND
- DIRECT THE PUBLIC TO THE MUSEUM ENTRANCE ON MONCTON STREET

SIGNAGE LOCATIONS ALONG 1ST AVENUE

STEEVESTON MUSEUM SIGNAGE





CNCL - 160

STEVESTON MUSEUM SIGNAGE

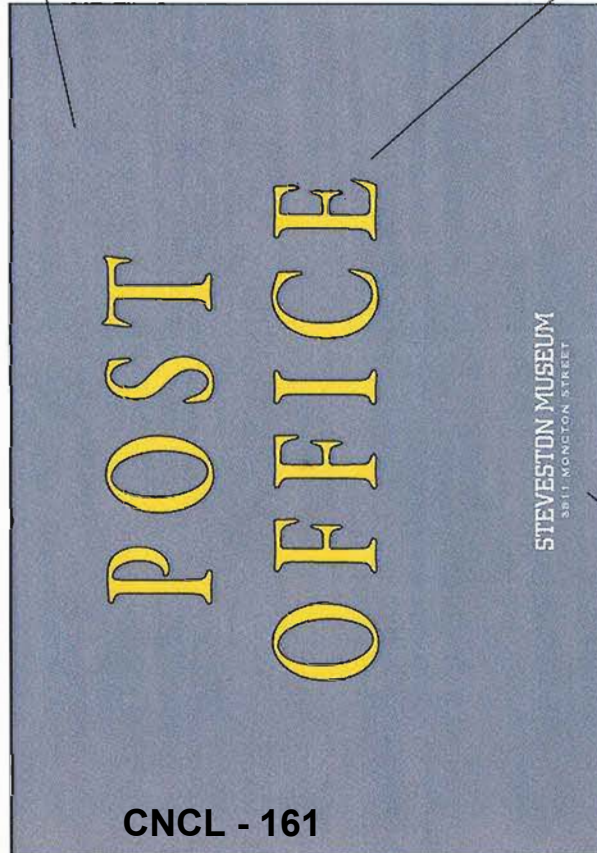
A PLAQUE SIGN MOUNTED ABOVE GUTTER ON MONCTON FACADE AND SOUTH END OF 1ST AVENUE FACADE



BLACK-PAINTED 3/4" THICK CLEAR CEDAR OR CLEAR DOUGLAS FIR PLANK 7.5" HIGH X 70.5" LONG. FRAME OUTER DIMENSIONS: 10" HIGH X 72" LONG. 6" HIGH WHITE LETTERING

ALL CAPS LETTERING WHITE ON BLACK-PAINTED 3/4" WOOD (CLEAR CEDAR OR DOUGLAS FIR WITH 1 1/2" RAISED WHITE BORDER FORMED BY PAINTED WOOD FRAME. FONT: SQUARE SLAB LT BT MEDIUM

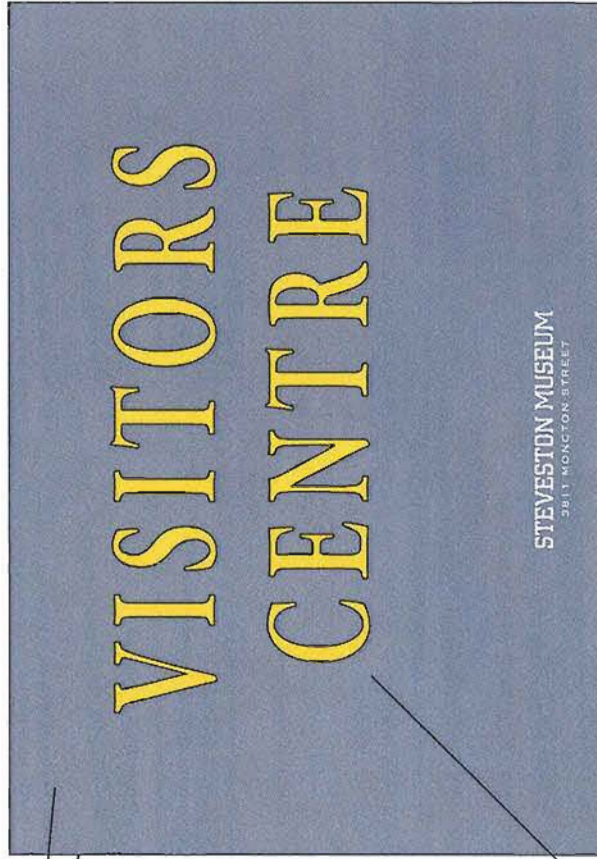
B WINDOW LETTERING (ON PLEXIGLASS SHEET INSIDE WINDOW PANE)



CNCL - 161

3/16" THICK BY 44" WIDE BY 28" HIGH PLEXIGLASS SHEET HUNG FROM 2 HOOKS ON LOWER LITE SASH ON INSIDE FACE OF EXISTING GLAZING

C WINDOW LETTERING (ON PLEXIGLASS SHEET INSIDE WINDOW PANE)



TYPICAL FOR SMALL LETTERING AT BOTTOM OF WINDOWS B AND C

- ALL CAPS LETTERING IN WHITE
- FONT: FRANKGOTHCOND

STEVESTON MUSEUM IN 1.25" HIGH LETTERS MONCTON STREET ADDRESS UNDER STEVESTON MUSEUM IN 3/8" HIGH CHARACTERS

TYPICAL FOR LARGE LETTERING AT THE TOP OF THE WINDOWS

- 5" HIGH CHARACTERS
- ALL CAPS LETTERING IN VINYL FAUX GILT LETTERS WITH BLACK BORDER
- FONT: ROMAN CONDENSED

SIGNAGE DETAILS 1
STEVESTON MUSEUM SIGNAGE

J PLAQUE SIGN MOUNTED FROM EYE-HOOKS BETWEEN CENTRAL COLUMNS ON MONCTON FACADE AND SOUTH END OF 1ST AVENUE FACADE



BLACK-PAINTED 3/4" THICK CLEAR
CEDAR OR CLEAR DOUGLAS FIR
PLANK 7.5" HIGH X 70.5" LONG;
FRAME OUTER DIMENSIONS: 10" HIGH
X 75" LONG (LEAVING AT LEAST 2" GAP
BETWEEN SIGN AND FLANKING COLUMN
6" HIGH WHITE LETTERING IN SAME
FONT AS STEVESTON MUSEUM SIGN

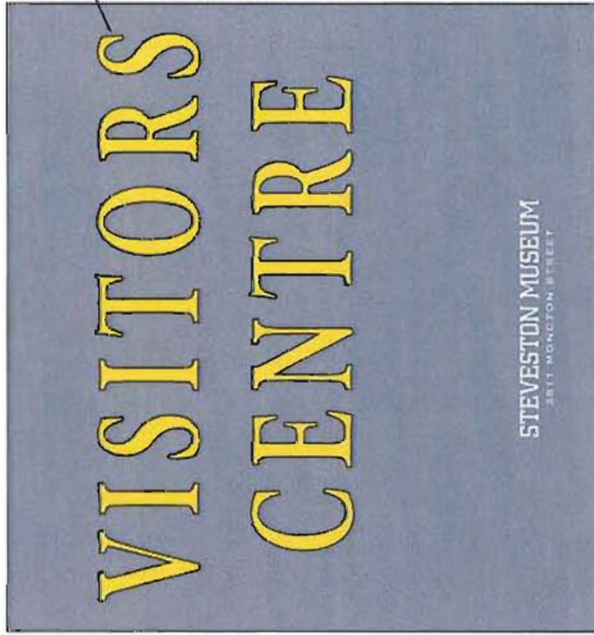
SIGN SUSPENDED ON CHAINS FROM
EXISTING EYE-HOOKS ON BUILDING

CNCL - 162

STEVESTON MUSEUM SIGNAGE

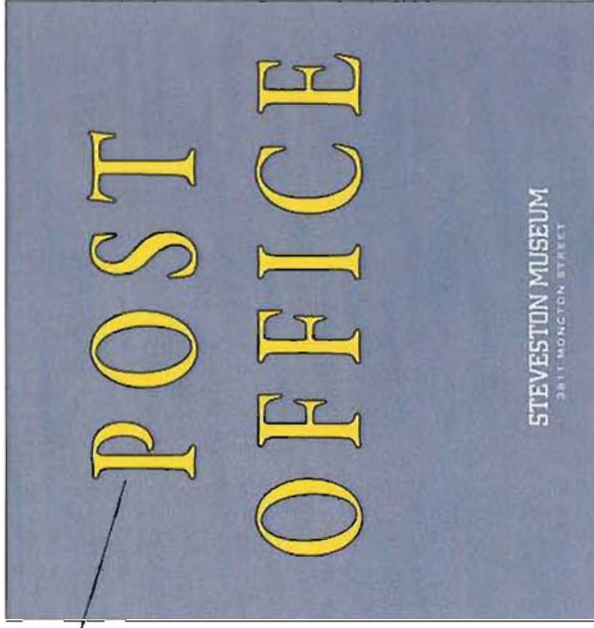
D Window stencilled lettering (both options)

E Window stencilled lettering (both options)



TYPICAL FOR LARGE LETTERING AT THE TOP OF THE WINDOWS

- 5" HIGH CHARACTERS
- ALL CAPS LETTERING IN VINYL FAUX GILT LETTERS WITH BLACK BORDER
- FONT: ROMAN CONDENSED



3/16" THICK BY 30.5" WIDE BY 29.5" HIGH
PLEXIGLASS SHEET HUNG FROM
2 HOOKS ON LOWER LITE SASH ON INSIDE
FACE OF EXISTING GLAZING

F, G, H WINDOW LETTERING



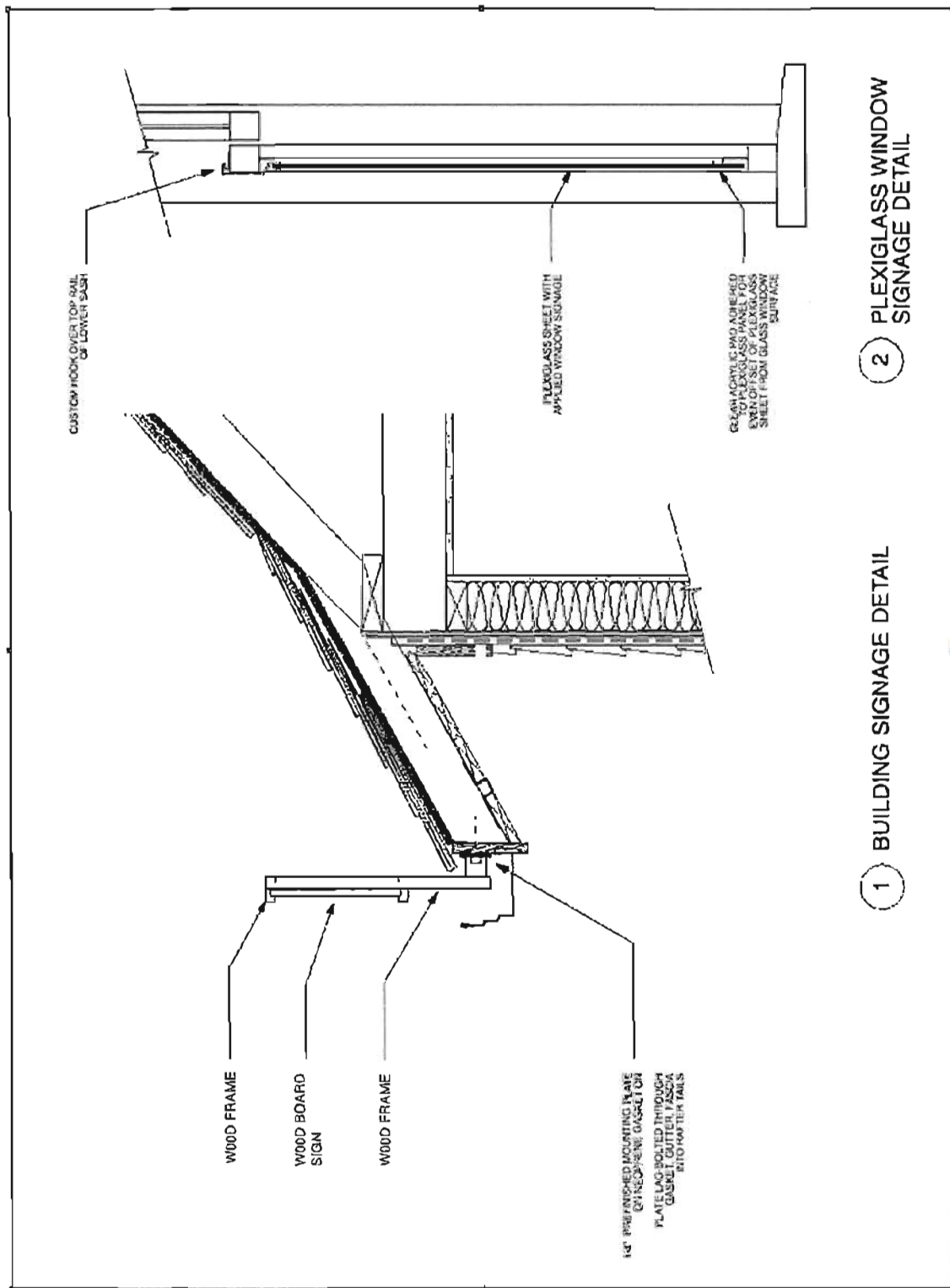
ALL CAPS STENCILED WHITE LETTERING
FONT: FRANKGOTHCOND

"STEVESTON MUSEUM" IN 1.25" HIGH CHARACTERS

(WORDING UNDER "STEVESTON MUSEUM"
DIRECTS VISITORS TO FRONT ENTRANCE OF MUSEUM
ON MONCTON STREET IN 3/8" HIGH CHARACTERS)

SIGNAGE DETAILS 2

STEVESTON MUSEUM SIGNAGE



STEVESTON MUSEUM SIGNAGE




City of Richmond

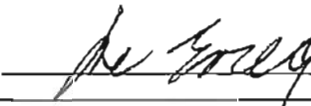

Report to Committee

To: Planning Committee
From: Wayne Craig
Director of Development
Date: October 15, 2013
File: 08-4045-20-12/2013
-Vol 01
Re: Bridgeport Area Plan Amendment Bylaw 9024 - McKessock Neighbourhood

Staff Recommendation

- 1) That Richmond Official Community Plan (OCP) Bylaw 7100, Amendment Bylaw 9024, to amend the Bridgeport Area Plan (Schedule 2.12) with respect to the land use designations in the McKessock Neighbourhood, be introduced and given first reading.
- 2) That Bylaw 9024, having been considered in conjunction with:
 - a) The City's Financial Plan and Capital Program; and
 - b) The Metro Vancouver Regional District Solid Waste and Liquid Waste Management Plans; is hereby deemed to be consistent with said program and plans, in accordance with Section 882 (3) (a) of the Local Government Act.
- 3) That Bylaw 9024, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, be referred to the:
 - a) Vancouver International Airport Authority for formal comment; and
 - b) Board of Education School District No. 38 (Richmond) for information on or before the Public Hearing on November 18, 2013.
- 4) That the Public Hearing notification area be extended to that area shown on the first page of Attachment 2.


Wayne Craig
Director of Development
CL:blg

REPORT CONCURRENCE		
ROUTED TO: Policy Planning Transportation	CONCURRENCE <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER 
REVIEWED BY DIRECTORS	INITIALS: DW	APPROVED BY CAO 

Staff Report

Origin

On November 13, 2012 Council passed the following referral motion:

"That staff be directed to conduct public consultation beginning in January 2013 with the owners and residents of properties identified in a specified notification area within the Bridgeport planning area (as shown on Attachment 6 to the staff report dated October 9, 2012, from the Director of Development), for the purpose of exploring:

- a) land use options for future redevelopment of those properties shown hatched on Attachment 6; and*
- b) road alignment options for the extension of McKessock Place."*

The purpose of this report is to:

- 1) Summarize the results of the public consultation process.
- 2) Recommend a land use and road alignment option for the Study Area.

For the purpose of this report, the Study Area will be referred to as the McKessock Neighbourhood, which is that area generally between Bridgeport Road, McKessock Avenue and Shell Road (**Attachment 1**).

Findings of Fact

A Public Open House was held at Tait Elementary School on January 24, 2013 from 7:00 pm to 9:00 pm, to consult with residents of the McKessock Neighbourhood, as directed by Council. Prior to the Open House, notification letters were sent to all of the property owners and residents in the McKessock Neighbourhood, and a notice regarding the Open House was also published in the local newspaper on January 23, 2013.

Staff from the Development Applications, Transportation and Engineering Planning departments were in attendance at the Open House to answer questions. **Attachment 2** is a copy of the presentation boards that were available at the Open House, and which were also available on the City's web site. Interested members of the public were asked to complete a Comment Sheet indicating their preference for one of the concepts presented or to propose other options.

The McKessock Neighbourhood currently consists of 11 properties designated in the Area Plan and zoned for single-family dwellings, and which are included in Lot Size Policy 5448. The Lot Size Policy allows for:

- Lots on McKessock Avenue and a future extension to McKessock Place to rezone and subdivide to "Single Detached (RS2/B)" (i.e., 12 m wide lots).
- Lots on Bridgeport Road and Shell Road to rezone and subdivide to "Single Detached (RS2/D)" (i.e., 15 m wide lots), unless there is a lane or internal road access, in which case "Single Detached (RS2/B)" is allowed.

The three concepts presented at the Open House and on the City's website regarding future land use and road alignment options for the McKessock Neighbourhood, were:

- Concept 1: *Single-family development under the existing Single-Family Lot Size Policy i.e., RS2/B zoning and subdivision (12 m wide lots and 360 m² area), and with a rear lane for those lots fronting Bridgeport Road.*
- Concept 2: *Single-family development under an amended Single-Family Lot Size Policy i.e., RS2/B zoning and subdivision for interior lots (12 m wide lots and 360 m² area), and RC2 zoning and subdivision with a rear lane for those lots fronting Bridgeport Road (9 m wide lots and 270 m² area).*
- Concept 3: *Townhouses and single-family development under the existing Single-Family Lot Size Policy i.e., townhouses along Bridgeport Road and RS2/B zoning and subdivision with a cul-de-sac on McKessock Place.*

Attachment 3 is a summary of the comments received from the public, and includes:

- 11 responses in total; seven (7) respondents from within the McKessock Neighbourhood.
- Some respondents indicated more than one (1) preference.
- One (1) preference for Concept 1 (RS2/B under existing Lot Size Policy).
- Two (2) preferences for Concept 2 (RS2/B and RC2 under an amended Lot Size Policy).
- Seven (7) preferences for Concept 3 (Townhouses and RS2/B under existing Lot Size Policy).
- One (1) preference for an alternative concept that does not comply with City regulations or the Land Title Act.
- Three (3) identified an alternative preference for commercial uses (i.e., convenience shopping, bank, restaurant, office, etc.) for the entire south portion of the Study Area.

Analysis

The single-family lots fronting McKessock Place were created in 1994. Since that time, the intent has been that McKessock Place would be extended to the south and end in a cul-de-sac to access future single-family lots, with a secondary emergency access out to either McKessock Avenue or Shell Road. The existing Single-Family Lot Size Policy, which was originally adopted by Council in 1991, allows lots within the McKessock Neighbourhood to be subdivided into smaller lots of 12 m wide lots and 360 m² in area, provided that properties fronting Bridgeport Road and Shell Road have access to a rear lane or internal road. Since 1994, only three (3) sites in the immediate area have been able to rezone and subdivide, creating seven (7) new lots; with all of them being on the west side of McKessock Avenue. Specifically:

- 2351, 2355 and 2371 McKessock Avenue were created in 1994.
- 2477 and 2491 McKessock Avenue, as well as 10631 and 10633 Bridgeport Road were created in 2002 with a rear lane parallel to Bridgeport Road.
- 2431, 2433 and 2439 McKessock Avenue were created in 2009.

As McKessock Place has not been extended to the south, several property owners have decided to build new single-family houses on their lots instead of waiting to redevelop their properties. New houses have recently been built at:

- 2851 Shell Road in 2006.
- 2831 Shell Road in 2011.
- 2731 Shell Road in 2012.
- 10811 Bridgeport Road in 2012, which makes the dedication of a rear lane parallel to Shell Road very difficult to achieve.

A rezoning and subdivision application was submitted for 2420 and 2400 McKessock Avenue in 2012 to enable the creation of two (2) RS2/B lots fronting McKessock Avenue, consistent with the Lot Size Policy (RZ 12- 610919). The rezoning bylaw associated with this application was given third reading at the Public Hearing held on December 17, 2012. The agent representing the proposal intends to proceed with the rezoning and subdivision applications.

Attachment 4 provides a visual picture of the history of rezoning, subdivision and building permit applications in the neighbourhood. One of the key sentiments that staff have heard from the property owners and residents in this neighbourhood is that they do not want their development potential being held up any longer or limited by the proposed extension of McKessock Place.

Staff is proposing a modified version of Concept 3 from the Open House, as another option in this area. This option is described in further detail in the next section and in the proposed policy amendments to the Bridgeport Area Plan, and is shown in **Attachment 5**. This option encourages the north portion of the McKessock Neighbourhood to develop for single-family lots in accordance with the existing Lot Size Policy, but also provides the flexibility to consider the “backlands” of lots fronting McKessock Avenue and Shell Road to be assembled in whole or in part with a proposal for townhouses fronting Bridgeport Road, subject to specific development requirements. This option is proposed for the following reasons:

- The lots fronting Bridgeport Road (three [3] of which are approximately 60 m or 195 ft. deep) could be redeveloped with a common driveway access (not a lane) off McKessock Avenue or Shell Road.
- Some property owners and attendees at the Open House expressed support for the backlands of the lots fronting McKessock Avenue and Shell Road to be considered for future development to townhouses in addition to those fronting Bridgeport Road.
- A secondary emergency access from McKessock Place could be provided through such townhouse development.
- The townhouse designation would allow rezoning and development to proceed in the neighbourhood without the extension of McKessock Place.

Staff has reviewed the option of commercial uses in the area, as suggested by three (3) respondents, and do not support this land use for the following reasons:

- North Richmond has sufficient land designated for commercial purposes in the 2041 OCP to meet the projected demand to the year 2041.
- There is already sufficient commercial land in this neighbourhood to serve the Tait residential community and Bridgeport area.
- New direct access off Bridgeport Road, likely desired by commercial development, is not supported by staff because Bridgeport Road is a major arterial roadway with relatively high traffic volumes, and therefore new access should be discouraged.

Similarly, staff does not support the one other alternative concept proposed by the owner of 2380 McKessock Avenue (shown on the third page of **Attachment 3**), because:

- It proposes that all of the development be serviced with lanes, which does not comply with City regulations or the Land Title Act (e.g., the lane would not be wide enough for all of the City services; emergency vehicles would not be able to access the various lots; no sidewalks or pedestrian access would be provided to the homes).
- This alternative creates a substantial amount of asphalt surface that the City would have to maintain because the lanes would be under municipal jurisdiction.
- This proposal does not enable the extension of McKessock Place or a turnaround for vehicles (which has always been envisioned for this street with any redevelopment proposal).

On the basis of the feedback received from the McKessock Neighbourhood public consultation process, and an analysis of the results and development history of the neighbourhood, staff recommends that:

1. The Bridgeport Area Plan be amended to change the land use designation of the area south of McKessock Place between Bridgeport Road, McKessock Avenue and Shell Road (as shown in **Attachment 5**), from “Residential (Single-Family)” to two new designations entitled:
 - a. “Residential Area 1”; and
 - b. “Residential Area 2”;

subject to the new policies described in sections below.

2. New policies be included in the Neighbourhoods & Housing section of the Bridgeport Area Plan to permit the land in “Residential Area 1” to be developed primarily for Single-Family lots (as per Lot Size Policy 5448).

Low density townhouses in “Residential Area 1” may be considered, subject to the following development requirements:

a. Permitted Density

- i. The maximum floor area ratio (FAR) is 0.40. This may be increased to a higher density of 0.60 subject to compliance with the City's Affordable Housing Strategy.

b. Land Assembly/Adjoining Area

- i. Involve a minimum land assembly of 3,000 m².
- ii. Involve a land assembly with at least 50 m frontage on Bridgeport Road.
- iii. Involve a land assembly with at least 40 m frontage on Shell Road.

c. Residual Sites

- i. Residual sites should be avoided.
- ii. Where a residual site is permitted, the residual site must enable viable future townhouse development with frontage to Shell Road, as demonstrated through a preliminary plan presented with the prior rezoning.

d. Access

- i. Vehicle access may be preferably off McKessock Avenue or secondly, off Shell Road (with no primary access permitted off McKessock Place).
- ii. Vehicle access off Bridgeport Road is discouraged.
- iii. Pedestrian connectivity is to be coordinated between development sites by means of a statutory right-of-way or other suitable arrangement acceptable to the City, to provide a linkage between McKessock Place and Bridgeport Road.

- 3. New policies be included in the Neighbourhood & Housing section of the Bridgeport Area Plan to permit the land in "Residential Area 2" to be developed for low density townhouses, subject to the following development requirements:

a. Permitted Density

- i. The maximum floor area ratio (FAR) is 0.40. This may be increased to a higher density of 0.60 subject to compliance with the City's Affordable Housing Strategy.

b. Land Assembly

- i. Involve a minimum land assembly of 2,500 m².
- ii. Involve a land assembly with at least 50 m frontage on Bridgeport Road.

c. Residual Sites

- i. Residual sites should be avoided.
- ii. Where a residual site is permitted, the residual site must enable viable future townhouse development with frontage on McKessock Avenue or Shell Road, as demonstrated through a preliminary plan presented with the prior rezoning.

d. Access

- i. Vehicle access may be preferably off McKessock Avenue or secondly, off Shell Road (with no primary access permitted off McKessock Place).
 - ii. Vehicle access off Bridgeport Road is discouraged.
 - iii. Pedestrian connectivity is to be coordinated between development sites by means of a statutory right-of-way or other suitable arrangement acceptable to the City, to provide a linkage between McKessock Place and Bridgeport Road.
4. New policies be included in the Transportation section of the Bridgeport Area Plan that:
- a. If the land adjacent to McKessock Place is developed for Single-Family lots (as per the Lot Size Policy), McKessock Place is to end in a cul-de-sac, with a secondary emergency access to Shell Road.
 - b. If the land adjacent to McKessock Place is developed for Low Density Townhouses, McKessock Place is to have an adequate turnaround for vehicles and a secondary emergency access, as approved by the Director of Transportation.

Consultation with Vancouver International Airport Authority & Board of Education School District No. 38

The proposed amendment to the Bridgeport Area Plan was referred to the Vancouver International Airport Authority (YVR) as a courtesy. On May 15, 2013, YVR provided comments on the proposed amendment (**Attachment 6**). Their response stated that, as the McKessock Neighbourhood area is located just outside the Noise Exposure Forecast 30 Contour and is exposed to aircraft noise and low level aircraft over-flights, they are supportive of the City's standard requirements for registration of aircraft noise sensitive use covenants on title and noise attenuation in dwelling units under the City's Aircraft Noise Sensitive Development Policy.

The proposed amendment to the Bridgeport Area Plan to include townhouse development in the McKessock Neighbourhood will allow for greater aircraft noise mitigation through the Development Permit application process.

If given first reading by Council, staff recommends that the proposed amendment again be referred to YVR for comment prior to the Public Hearing.

Prior to the Public Hearing, it is also recommended that the bylaw be referred to the Board of Education School District No. 38 (Richmond) for information, as the proposed Area Plan amendment involves only a few residential lots, which are well below the requirement of 295 new dwelling units for a formal referral.

Financial Impact

None.

Conclusion

Council directed staff to conduct public consultation regarding land use and road alignment options for the McKessock Neighbourhood. The majority of the respondents from the neighbourhood who participated in the Open House held January 24, 2013, support single-family and townhouse development. It is proposed that the Bridgeport Area Plan be amended to allow this greater flexibility in the McKessock Neighbourhood.

Staff recommends that Bylaw 9024, to amend The Bridgeport Area Plan Schedule 2.12 of Richmond Official Community Plan Bylaw 7100 be introduced and given first reading, and that the Public Hearing notification area be extended to that area shown on the first page of **Attachment 2**.

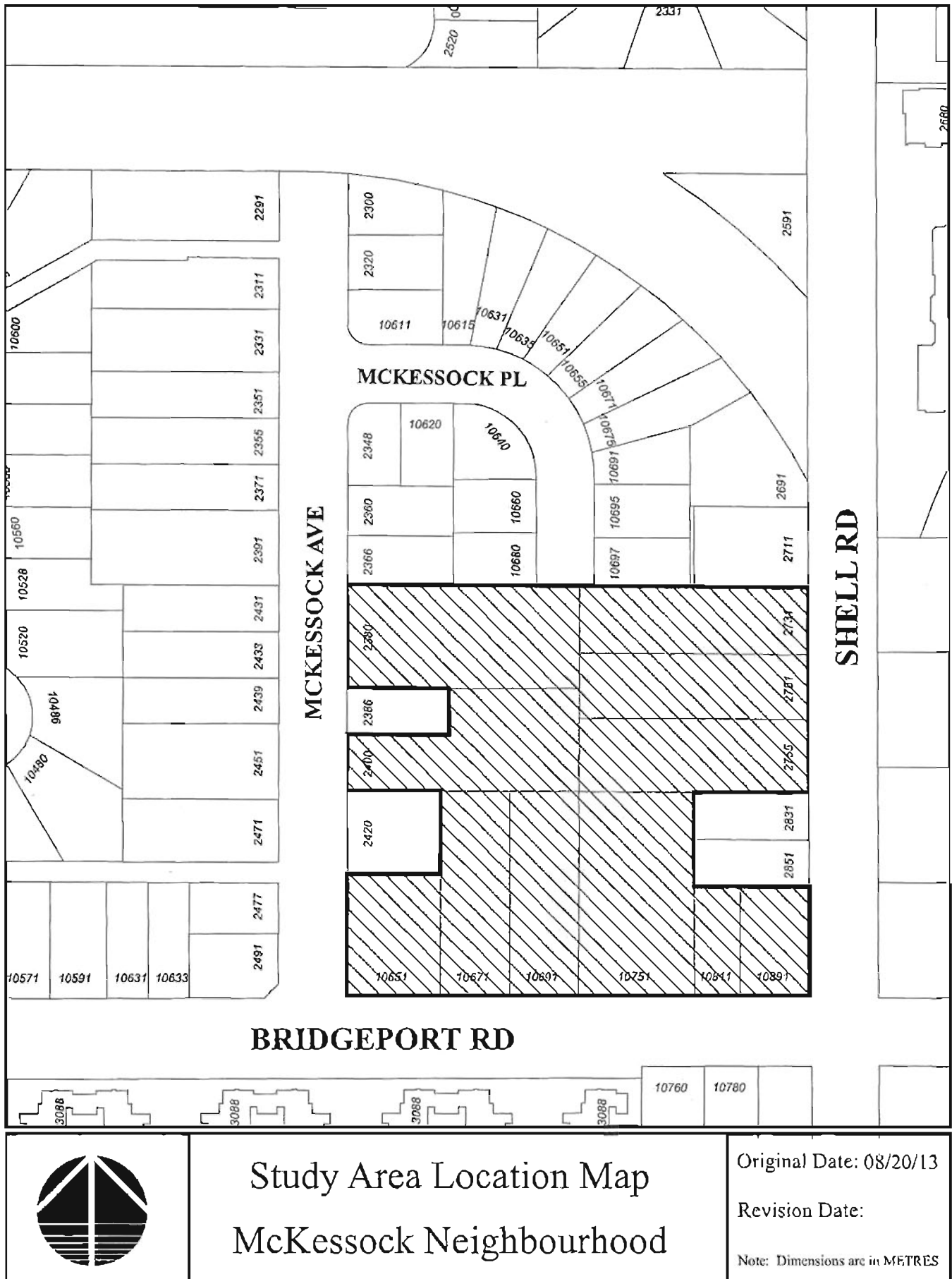


Cynthia Lussier
Planning Technician
(604-276-4108)

CL:blg

Attachments:

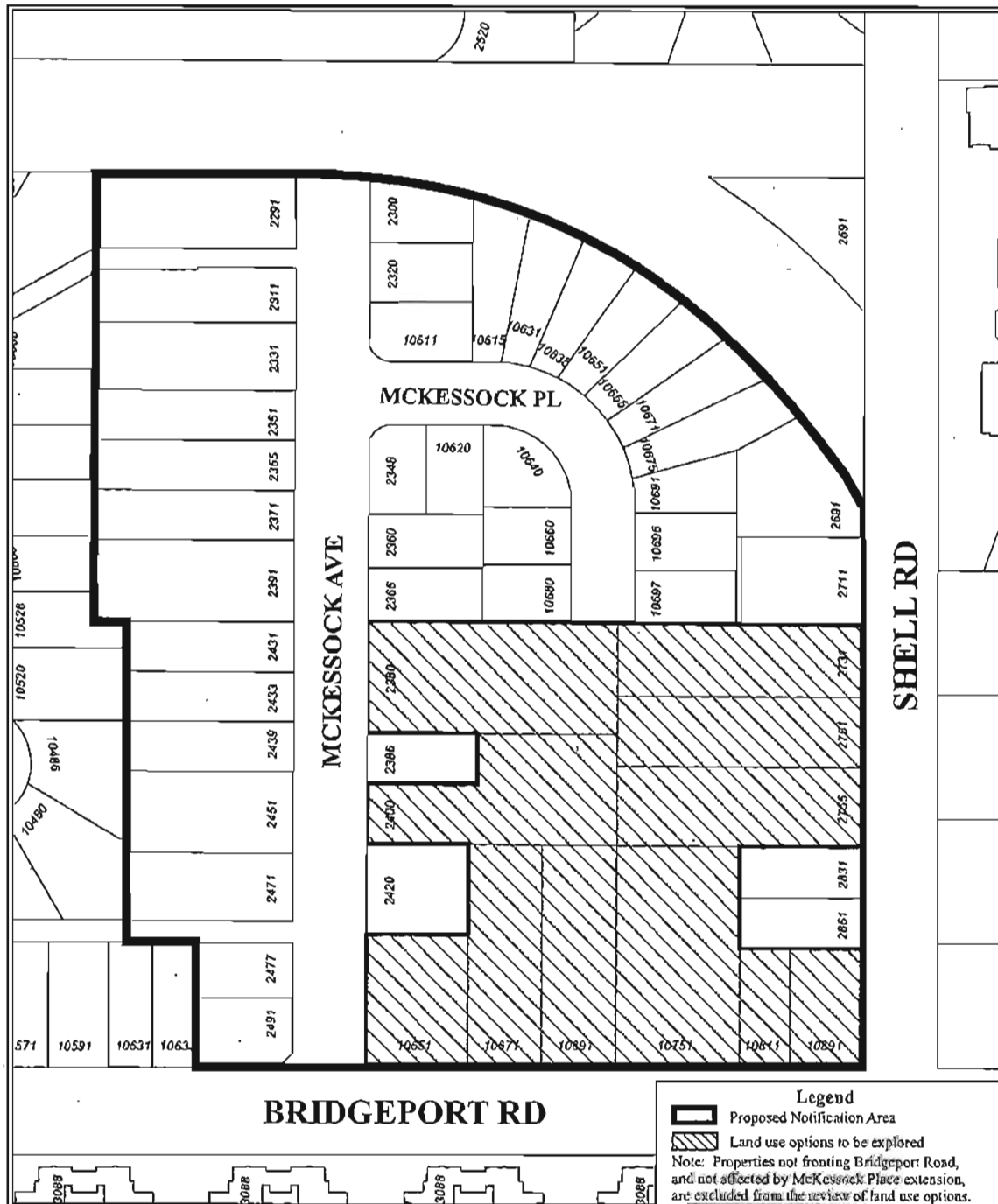
- Attachment 1: Location Map – the McKessock Neighbourhood
- Attachment 2: Open House Presentation Boards
- Attachment 3: Summary of feedback received at Open House and a concept submitted by one respondent
- Attachment 4: Conceptual map showing the history of rezoning, subdivision and Building Permit applications in the neighbourhood
- Attachment 5: Map showing proposed amendment to Bridgeport Area Plan
- Attachment 6: Response from Vancouver International Airport Authority



Neighbourhood Open House

McKessock/Bridgeport/Shell

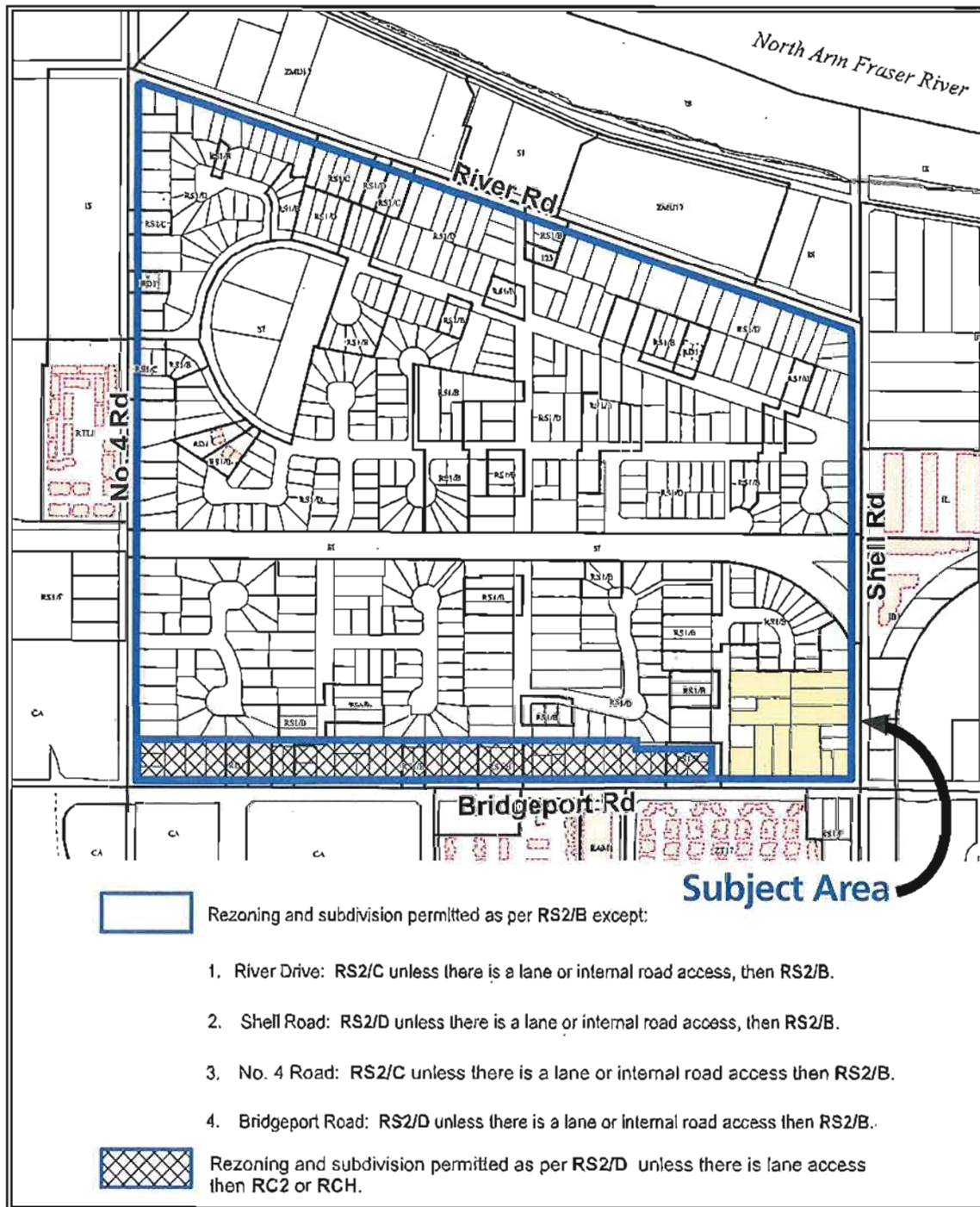
Notification Area and Subject Area



Neighbourhood Open House

McKessock/Bridgeport/Shell

Single Family Lot Size Policy



Neighbourhood Open House McKessock/Bridgeport/Shell

Water Service Lines



Neighbourhood Open House

McKessock/Bridgeport/Shell

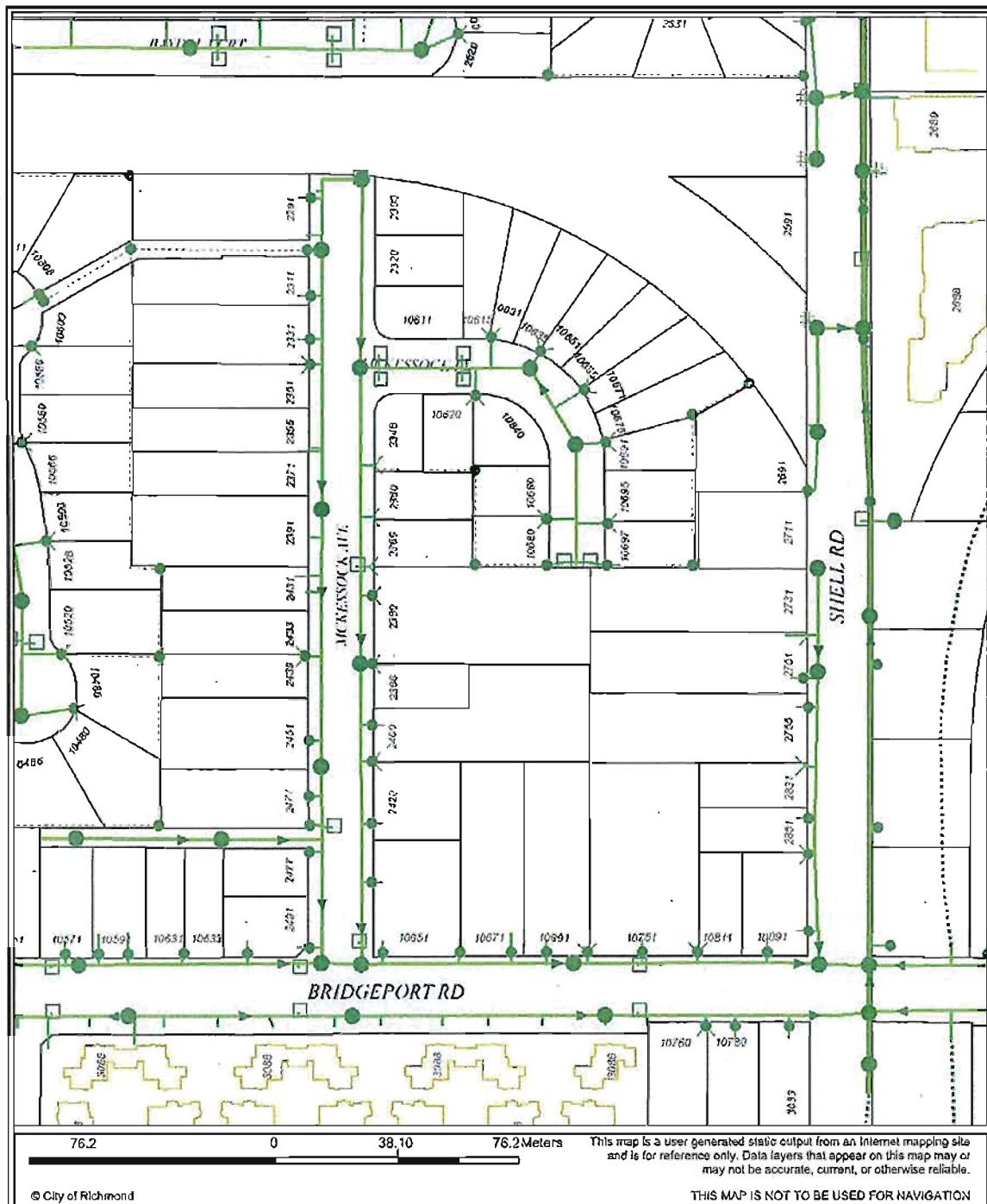
Right-of-Ways and Sanitary Sewer Service Lines



Neighbourhood Open House

McKessock/Bridgeport/Shell

Drainage Service Lines



Concept 1 — Single Detached Redevelopment on medium-sized lots* (minimum 360 m²)



Neighbourhood Open House

McKessock/Bridgeport/Shell

Concept 2 — Single Detached Redevelopment with compact lots on Bridgeport Road* (minimum 270 m²)



* Requires Lot Size Policy amendment

Neighbourhood Open House

McKessock/Bridgeport/Shell

Concept 3 — Townhouse and Single Detached
Redevelopment on medium-sized lots (minimum 360 m²)

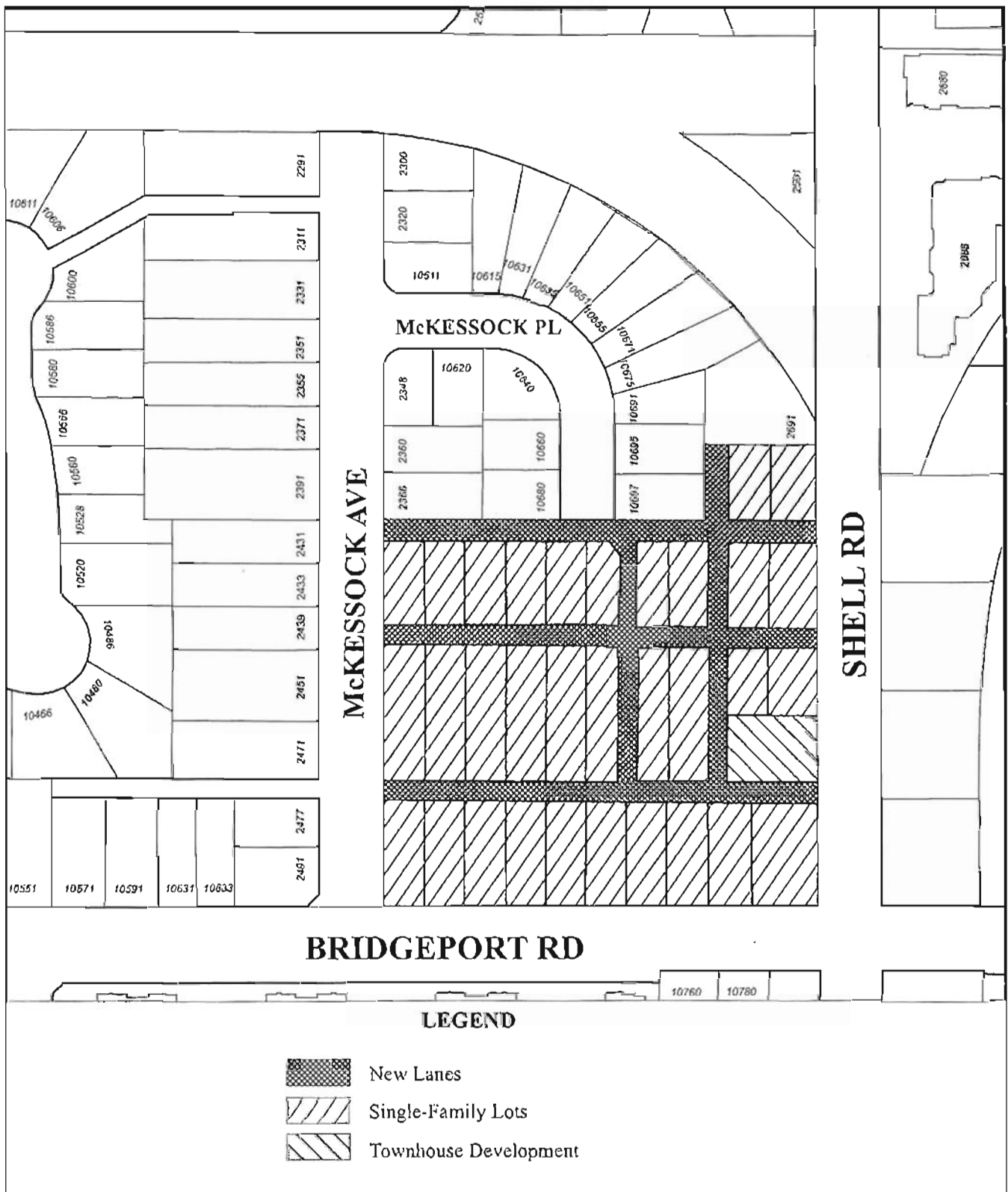


Summary of feedback received at the Public Open House – January 24, 2013^{*}

1. In guiding future redevelopment of the properties shown hatched (on the display boards):		
• I prefer Concept # 1	# Responses 1	Notes: • Response: "Either '1' or '2', not '3'- townhouses. (It) would change area, plus pressure on school and traffic on Shell and Bridgeport".
• I prefer Concept # 2	2	Notes: N/A
• I prefer Concept # 3	7	Notes: • Response: "Concept # 3...is acceptable...it might be possible to add the middle area of the back(lands) to the townhouse area." • Response: "It would utilize the full amount of property with less land waste. It also keeps continuity with what is already in place across on (the) south side of Bridgeport (Road). The back half would allow single dwellings without creating more traffic exiting onto Bridgeport Road." • Response: "There should be a walkway along the west side of Shell Road between River Drive and Bridgeport Road. Even if said walkway was blacktop."
2. I propose the following alternative concept to guide future redevelopment of the subject properties:		
• "(along Bridgeport Road north) to 2380 McKessock Avenue and 2731 Shell Road try commercial".		
• "We'd like to propose that Bridgeport Road is a busy location. It's good for commercial".		
• "I prefer the property to be use for commercial use".		
• "I would like to sell approximately half my property on the back side facing the extension of McKessock Place. I don't care how the developer cuts up the (lot)...".		
• There was a proposal for an alternative concept that does not comply with City regulations or the Land Title Act. This proposal is summarized here: <ul style="list-style-type: none"> - The subject area should redevelop based on the following concepts, which make the best available use of the land, namely: <ul style="list-style-type: none"> ▪ 12 m x 24 m lots (similar to RS2/B) or Coach House lots backing or fronting onto 6 m-wide lanes (5 m road surface). This would be a system of blocks and lanes, which do not intersect with main roads (block A, B, C, D, E, F, G, H etc.). The proposal is equated with a concept of blocks similar to the Cook Road area of Richmond. The proposal calls for an east-west rear lane running parallel with Bridgeport Road from the east side of McKessock Avenue to Shell Road, which aligns with the rear lane that ends on the west side of McKessock Avenue (e.g. the north side of the proposed new rear lane in this block should align with the north property line of 10811 Bridgeport Road). The proposal asserts that lanes will address safety and servicing for lots on Bridgeport Road. The proposal identifies that new lanes in the subject area should follow existing sanitary sewer right-of-ways. The proposal calls for lanes that run in a north-south direction, as well as an east-west direction within the subject area. ▪ Townhouses north of the north-west corner of Bridgeport Road and Shell Road. ▪ Four-storey apartment buildings with 50+ units, with access to lanes. <p>Note: Staff has included the attached map to try to indicate this respondent's two (2) options combined.</p>		

^{*} Parentheses indicate the transcriber's words, added for comprehension

- Additional feedback from this respondent not-related to the proposed land use exercise in the subject area, included:
 - When will road improvements on the west and east sides of McKessock Avenue, and on the west side of Shell Road (north of Bridgeport Road) be completed (e.g. curbs, gutters, boulevards, pavement, trees, lights)? The respondent asserts that the City has collected funds for these purposes and that the City should be completing these works. The respondent wonders why this has not been completed since 1983.
 - The respondent has concerns about delayed traffic flow out of the neighbourhood onto Bridgeport Road due to the narrowing of the road width at Bridgeport Road and McKessock Avenue. The writer feels that the road width should be restored to 11 m. The writer identifies preferred lane widths and road widths.
 - The respondent asserts that the City's maps and regulations are incorrect and should be changed.
 - The respondent asserts that the City's regulations do not follow federal regulations and insurance laws of Canada.
 - The respondent identifies that there are fence heights in the neighbourhood that do not comply with City regulations.
 - The respondent asserts that the house height at 2731 Shell Road does not comply with City regulations, and that this is evidenced through comparisons with buildings heights on adjacent lots and with the heights of hydro and telephone poles along Shell Road.
 - The respondent asserts that mechanical equipment, chimneys, and radio antennae on rooftops of commercial buildings east of Shell Road do not comply with City regulations.



Summary of one respondent's
proposed alternative concept
McKessock Neighbourhood

Original Date: 04/11/13

Revision Date: 08/20/13

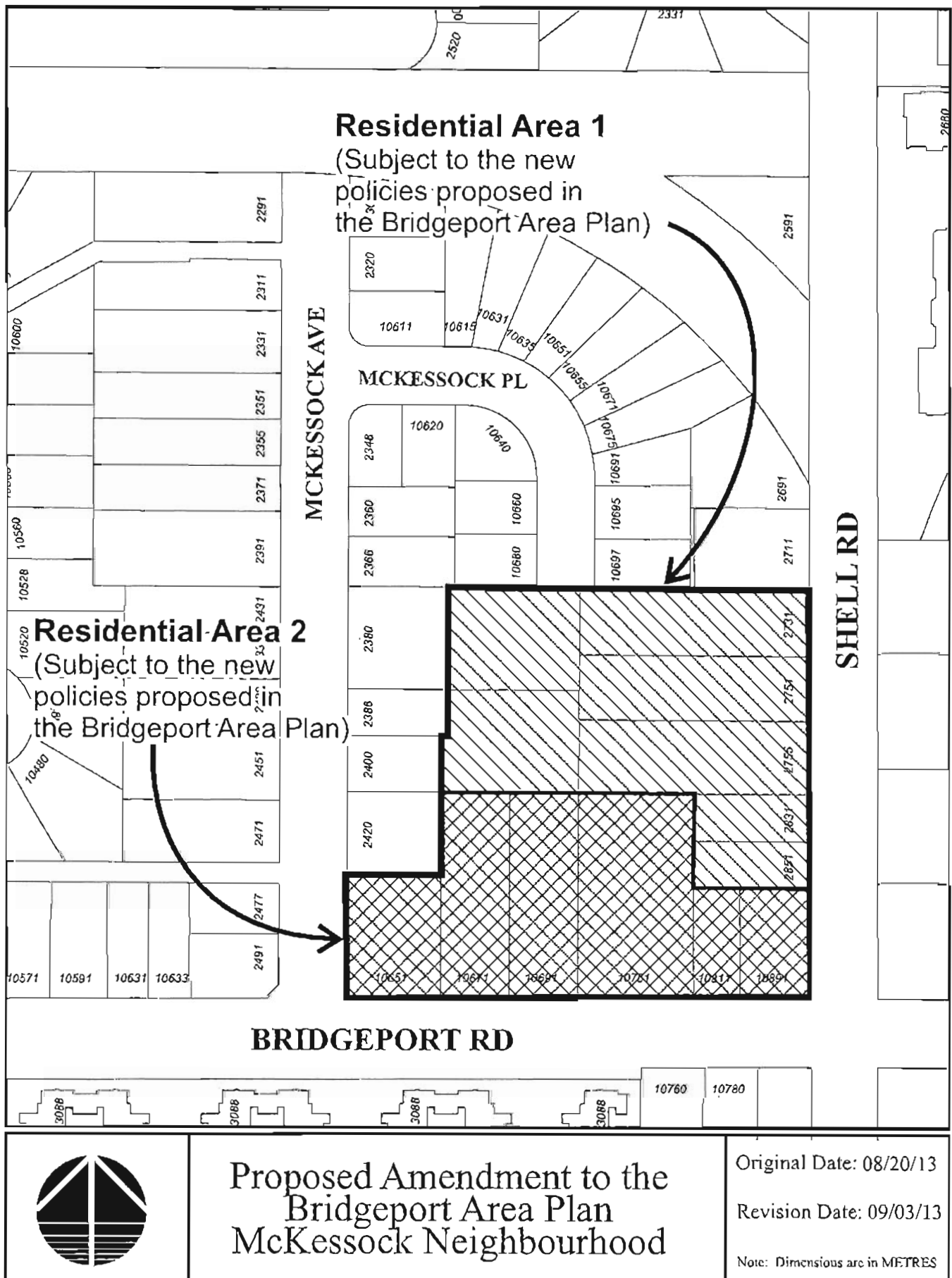
Note: Dimensions are in METRES



Study Area Development History

McKessock Neighbourhood

Original Date: 04/11/13
Revision Date: 08/20/13
Note: Dimensions are in METRES





15 May 2013

Mr. Holger Burke
Development Coordinator
CITY OF RICHMOND
6911 No. 3 Road
Richmond, BC V6Y 2C1

Via Fax: (604) 276-4052

Dear Mr. Burke:

RE: Proposed Amendment to the Bridgeport Area Plan (McKessock Neighbourhood)

Thank you for the opportunity to comment on the proposed amendment to the Bridgeport Area Plan for the McKessock Neighbourhood. This proposal was outlined in your letter to Anne Murray, Vice President Community & Environment Affairs – Airport Authority, dated 9 April 2013, and we understand the proposal will change existing land use from residential (single-family) to residential (single family and/or townhouse).

While the McKessock Neighbourhood area is located just outside the Noise Exposure Forecast 30 contour, it is under the extended centerline of the north runway (08L/26R) and is exposed to noise and low level (less than 1,000 feet) aircraft over-flights.

If the City does proceed with this proposal, we support the requirements for covenants, sound insulation, etc. under the City's Aircraft Noise Sensitive Development Policy.

Sincerely yours,

A handwritten signature in black ink that reads 'Mark C. Cheng'. The signature is written in a cursive, flowing style.

Mark Christopher Cheng, M.Eng. (mech)
Supervisor – Noise Abatement & Air Quality
Vancouver Airport Authority



**Richmond Official Community Plan (OCP) Bylaw 7100,
Amendment Bylaw 9024
McKessock Neighbourhood - Bridgeport Area Plan**

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

1. Richmond Official Community Plan (OCP) Bylaw 7100, Schedule 2.12 Bridgeport Area Plan, is amended by:

- a. Repealing the existing land use designation of the area shown in “Schedule A” attached to and forming part of Bylaw 9024, on the Land Use Map in the Bridgeport Area Plan, and designating it:
 - i. “Residential Area 1 (subject to the policies described in Sections 3.1 and 4.0)”;
 - ii. “Residential Area 2 (subject to the policies described in Sections 3.1 and 4.0)”.
- b. Replacing the existing Land Use Map in the Bridgeport Area Plan with “Schedule B” attached to and forming part of Bylaw 9024.
- c. Inserting the following policies under Objective 1 in Section 3.1 and re-lettering the subsequent policies accordingly:

- “c) Permit the land in “Residential Area 1” to be developed primarily for single-family lots (as per the Lot Size Policy).

Low density townhouses may be considered in “Residential Area 1”, subject to the following development requirements:

i. Permitted Density

- The maximum floor area ratio (FAR) is 0.40. This may be increased to a higher density of 0.60 subject to compliance with the City’s Affordable Housing Strategy.

ii. Land Assembly/Adjoining Area

- Involve a minimum land assembly of 3,000 m².
- Involve a land assembly with at least 50 m frontage on Bridgeport Road.
- Involve a land assembly with at least 40 m frontage on Shell Road.

iii. Residual Sites

- Residual sites should be avoided.
- Where a residual site is permitted, the residual site must enable viable future townhouse development with frontage to Shell Road, as demonstrated through a preliminary plan presented with the prior rezoning.

iv. Access

- Vehicle access may be preferably off McKessock Avenue or secondly, off Shell Road (with no primary access permitted off McKessock Place).
- Vehicle access off Bridgeport Road is discouraged.
- Pedestrian connectivity is to be coordinated between development sites by means of a statutory right-of-way or other suitable arrangement acceptable to the City, to provide a linkage between McKessock Place and Bridgeport Road.

- d) Permit the land in “Residential Area 2” to be developed for low density townhouses, subject to the following development requirements:

i. Permitted Density

- The maximum floor area ratio (FAR) is 0.40. This may be increased to a higher density of 0.60 subject to compliance with the City’s Affordable Housing Strategy.

ii. Land Assembly

- Involve a minimum land assembly of 2,500 m².
- Involve a land assembly with at least 50 m frontage on Bridgeport Road.

iii. Residual Sites

- Residual sites should be avoided.
- Where a residual site is permitted, the residual site must enable viable future townhouse development with frontage on McKessock Avenue or Shell Road, as demonstrated through a preliminary plan presented with the prior rezoning.

iv. Access

- Vehicle access may be preferably off McKessock Avenue or secondly, off Shell Road (with no primary access permitted off McKessock Place).
- Vehicle access off Bridgeport Road is discouraged.
- Pedestrian connectivity is to be coordinated between development sites by means of a statutory right-of-way or other suitable arrangement acceptable to the City, to provide a linkage between McKessock Place and Bridgeport Road.”

- d. Inserting the following policies under Objective 1 in Section 4.0:

- “m) If the land adjacent to McKessock Place is developed for single-family lots (as per the Lot Size Policy), McKessock Place is to end in a cul-de-sac, with a secondary emergency access.
- n) If the land adjacent to McKessock Place is developed for low density townhouses, McKessock Place is to have an adequate turnaround for vehicles and a secondary emergency access, as approved by the Director of Transportation.”

2. This Bylaw may be cited as “**Richmond Official Community Plan (OCP) Bylaw 7100, Amendment Bylaw 9024**”.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

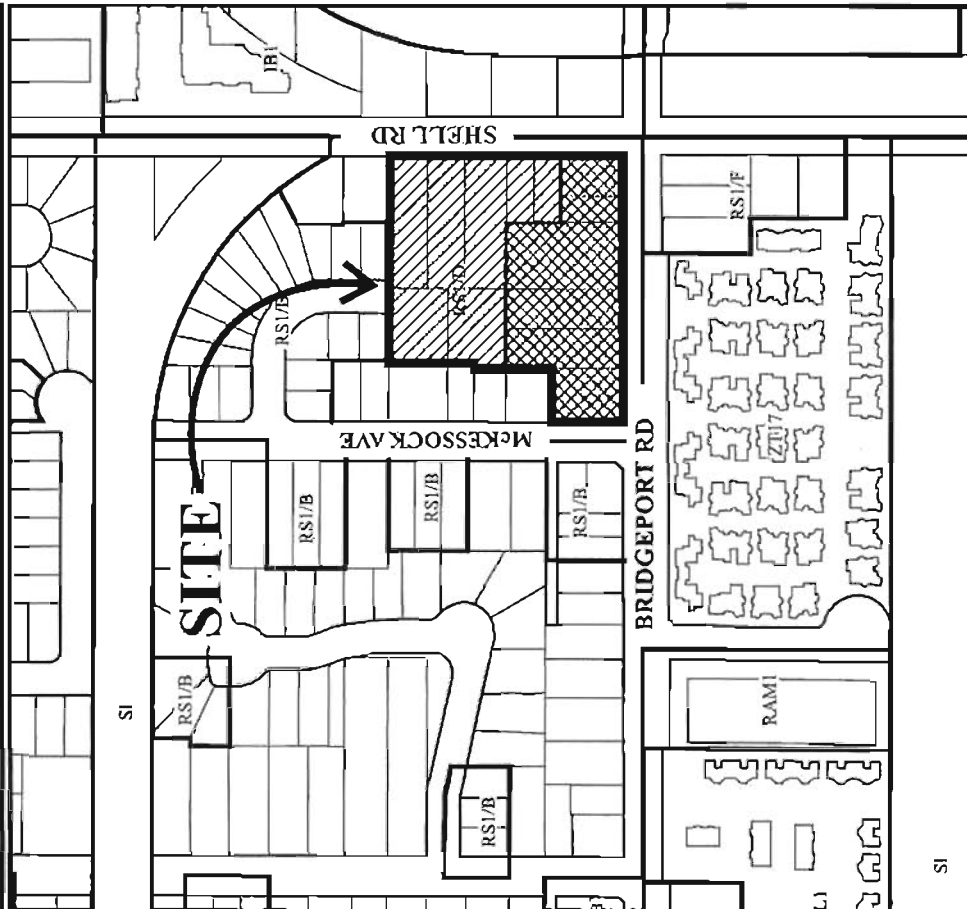
CITY OF RICHMOND
APPROVED By 
APPROVED by Manager or Solicitor 

MAYOR

CORPORATE OFFICER



City of Richmond



SI



Schedule A attached to and forming part of Bylaw 9024

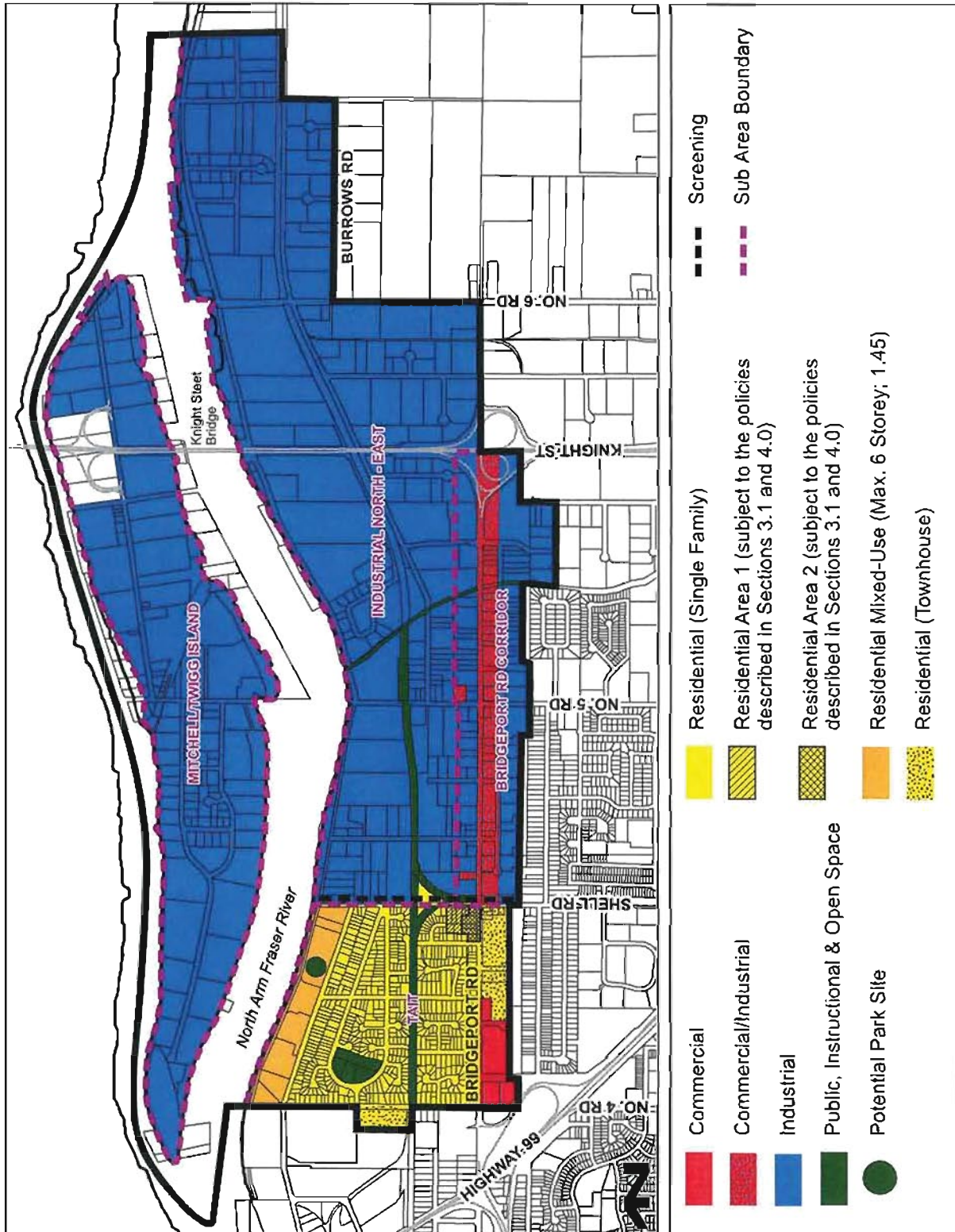
Original Date: 03/14/13

Revision Date: 09/03/13

Note: Dimensions are in METRES

Land Use Map - Bridgeport

Schedule B





City of Richmond

Report to Committee Fast Track Application Planning and Development Department

To: Planning Committee
From: Wayne Craig
Director of Development

Date: September 30, 2013
File: RZ 13-639817

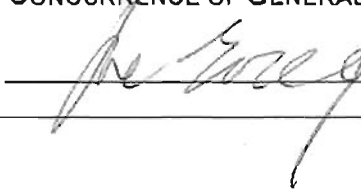
Re: **Application by Rav Bains for Rezoning at 6580 Francis Road from Single Detached (RS1/E) to Single Detached (RS2/C)**

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9061, for the rezoning of 6580 Francis Road from "Single Detached (RS1/E)" to "Single Detached (RS2/C)", be introduced and given first reading.


Wayne Craig
Director of Development

CL:blg
Att.

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

Staff Report

Item	Details	
Applicant	Rav Bains	
Location	6580 Francis Road (Attachment 1)	
Development Application Data Sheet	See Attachment 2 .	
Zoning	Existing: Single Detached (RS1/E) Proposed: Single Detached (RS2/C)	
OCP Designation	Neighbourhood Residential	Complies <input checked="" type="checkbox"/> Y <input type="checkbox"/> N
Lot Size Policy	Lot Size Policy 5428 (adopted by Council in 1989; amended in 2008), permits rezoning and subdivision of properties fronting Francis Road within the subject area in accordance with the "Single Detached (RS2/C)" zone (Attachment 3).	Complies <input checked="" type="checkbox"/> Y <input type="checkbox"/> N
Affordable Housing Strategy Response	Consistent with the Affordable Housing Strategy for single-family rezoning applications, the applicant proposes a legal secondary suite within the principal dwelling on one (1) of the two (2) proposed lots.	Complies <input checked="" type="checkbox"/> Y <input type="checkbox"/> N
Flood Management	Registration of a flood indemnity covenant on title is required prior to final adoption of the rezoning bylaw.	
Surrounding Development	North: Directly across Francis Road, are older homes on lots zoned "Single Detached (RS1/E)".	
	South: Facing Magnolia Drive, are newer homes on lots zoned "Single Detached (RS1/D)".	
	East: An older home on a lot zoned "Single Detached (RS1/E)".	
	West: A newer home on a lot zoned "Single Detached (RS1/E)".	
Rezoning Considerations	See Attachment 5	

Staff CommentsBackground

This proposal is to enable the creation of two (2) smaller lots from an existing large lot on the south side of Francis Road, between No. 2 Road and Gilbert Road. Each new lot proposed would be approximately 13.6 m wide and 568 m² in area. The south side of this block of Francis Road has seen some redevelopment through rezoning and subdivision in recent years, consistent with Lot Size Policy 5428. The subject application is consistent with the Lot Size Policy and with the pattern of redevelopment already begun on the block. Potential exists for other lots on the south side of this block of Francis Road to redevelop in the same manner.

Trees & Landscaping

A Tree Survey and a Certified Arborist's Report were submitted by the applicant, which identify and provide recommendations for the 11 bylaw-sized trees on-site, four (4) bylaw-sized trees on adjacent properties, and three (3) undersized trees within the concrete boulevard on City-owned property. A list of tree species assessed as part of the Arborist's Report is included on the Tree Retention Plan (**Attachment 4**).

The City's Tree Preservation Official has reviewed the Arborist's Report, conducted a Visual Tree Assessment, and concurs with the recommendations to:

- Retain and protect Trees # 155 and 156 located in the rear yard of the subject site, which are in good condition.
- Retain and protect Tree # 04 located on the adjacent property to the south (6611 Magnolia Drive).
- Remove a total of eight (8) trees from the subject site for the following reasons:
 - Trees # 147 and # 154 are in poor condition due to previous topping and major decay in the trunk.
 - Trees # 148-#150 are in fair to poor condition, two (2) of which are declining due to foliage removal or the top of the tree dying, and all of which are located in conflict with the building envelopes of the proposed dwellings.
 - Trees # 151, 152, and # 157 are in good condition, but are located within the building envelope on the proposed east lot and are not recommended for retention.
 - Tree # 153 is in good condition, but is in conflict with future construction within the building envelope on the proposed the east lot. The amount of excavation required would encroach into the critical root zone and canopy area, compromising the survival of the tree. Consideration was given to relocating the tree or modifying the building envelope, however, this is not recommended for this species of tree.

The City's Tree Preservation Official also recommends removal of Trees # 01, 02, 03 on the adjacent property to the east (6600 Francis Road), which are in fair condition with poor structures due to some topping. Written authorization has been obtained from the adjacent property owner(s) for removal and replacement on their site (on file). Application for and issuance of a Tree Removal Permit for these trees is required at development stage. The applicant is required to submit a landscaping security in the amount of \$1,500 prior to final adoption of the rezoning bylaw to ensure that the replacement trees are planted on the neighbouring site (reflects the 1:1 replacement ratio in the amount of \$500/tree consistent with the tree removal permit process).

The City's Parks department Arborist also reviewed the report, conducted a Visual Tree Assessment, and concurs with the recommendations to retain and protect undersized Trees # 05 and # 07 located within the concrete boulevard on City-owned property along Francis Road. However, it was noted that undersized Tree # 06 within the concrete boulevard must be removed to accommodate the proposed shared driveway centered on the common property line of the proposed lots. Relocation of the tree within the boulevard was considered as an alternative to

tree removal, however, it was not recommended due to the presence of existing utilities and the lack of space available within the boulevard to relocate the tree. The applicant has agreed to provide a voluntary contribution to the City's Tree Compensation Fund in the amount of \$1,300 for the planting of replacement trees on City-owned property elsewhere in the city. The applicant must contact the Parks department four (4) business days prior to tree removal to enable proper signage to be posted.

The Tree Retention Plan is provided in **Attachment 4**.

To ensure protection and survival of retained trees, the following is required prior to rezoning:

- Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any works conducted within Tree Protection Zones.
- Submission of a Security in the amount of \$4,000 (\$500/tree).

Tree protection fencing must be installed to City standard around all trees to be retained. Tree protection fencing must be installed prior to demolition of the existing dwelling and must remain in place until construction and landscaping on the proposed lots is completed.

Based on the 2:1 tree replacement ratio required in the Official Community Plan (OCP), a total of 18 replacement trees are required for the nine (9) trees proposed to be removed from the site (see Rezoning Considerations in **Attachment 5** for minimum replacement tree sizes). The applicant proposes to plant four (4) replacement trees on the future lots and to provide a voluntary contribution in the amount of \$7,000 (\$500/tree) to the City's Tree Compensation Fund prior to rezoning, in-lieu of planting the balance of replacement trees on-site.

To ensure that the replacement trees are planted, and that the front yards of the proposed lots are enhanced, the applicant must submit a Landscape Plan, prepared by a Registered Landscape Architect, along with a Landscaping Security (based on 100% of the cost estimate provided by the Landscape Architect, including fencing, surface materials, and installation costs). The Landscape Plan must be submitted prior to final adoption of the rezoning bylaw.

Site Servicing & Vehicle Access

There are no servicing concerns with rezoning.

Prior to rezoning, the applicant is required to register a restrictive covenant on Title to ensure that, upon subdivision of the property:

- Vehicle access to the site is via a single shared driveway crossing (6 m wide at the back of the sidewalk and 9 m wide at the curb) centered on the proposed shared property line.
- The buildings and driveway on the proposed lots be designed to accommodate on-site vehicle turn-around capability to prevent vehicles from reversing onto Francis Road.

Subdivision

At future Subdivision stage, the developer will be required to:

- Pay Development Cost Charges (City and GVS&DD), School Site Acquisition Charge, Address Assignment Fee, and Servicing Costs.
(Note: the required service connections for the proposed two (2) lots must be located and designed to ensure protection of Trees # 155, 156, 04, 05, and 07 on-site and off-site).
- Register a cross-access easement over the shared driveway (6 m wide at the front lot line and 9 m long, centered on the proposed shared property line).

Conclusion

This rezoning application to permit subdivision of an existing large lot into two (2) smaller lots complies with applicable policies and land use designations contained within the OCP, and is consistent with Lot Size Policy 5428, which allows rezoning and subdivision of properties on this block of Francis Road in accordance with the "Single Detached (RS2/C)" zone.

The list of rezoning considerations is included in **Attachment 5**, which has been agreed to by the applicant (signed concurrence on file).

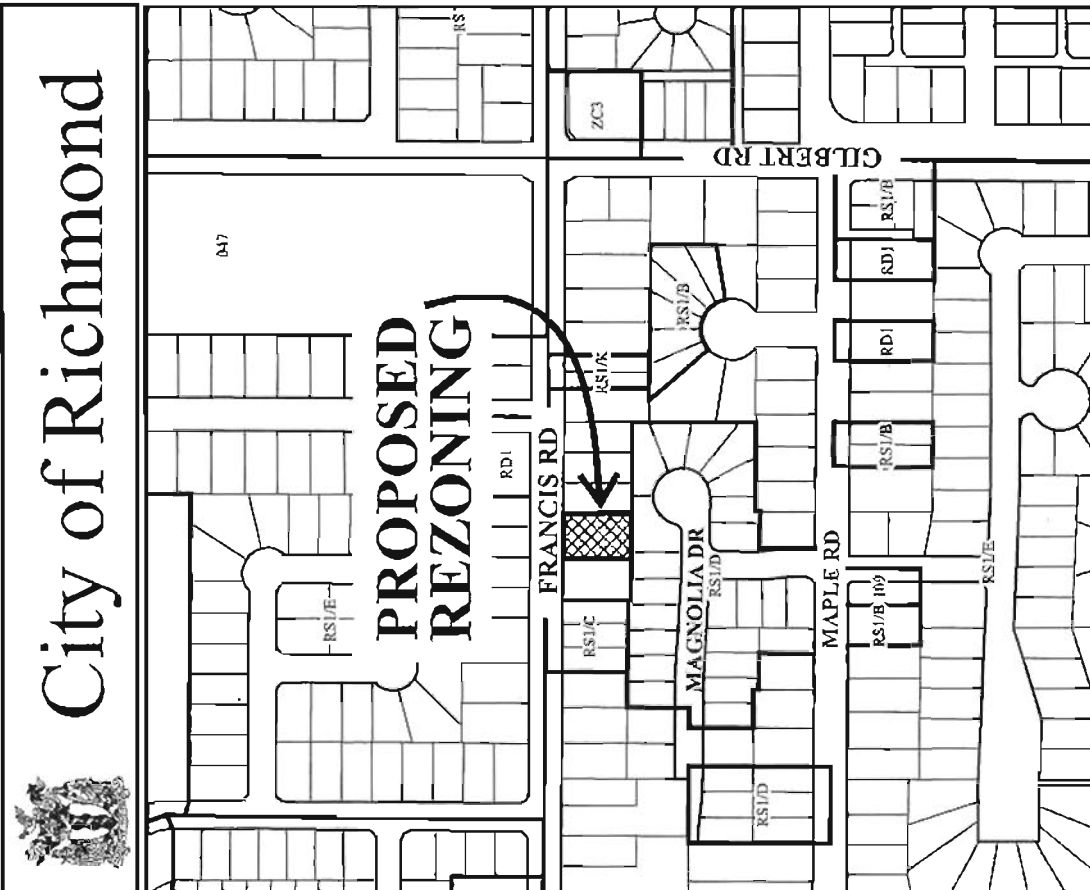
On this basis, staff recommends support for the application. It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9061 be introduced and given first reading.



Cynthia Lussier
Planning Technician
(604-276-4108)

CL:blg

Attachment 1: Location Map
Attachment 2: Development Application Data Sheet
Attachment 3: Lot Size Policy 5428
Attachment 4: Tree Retention Plan
Attachment 5: Rezoning Considerations

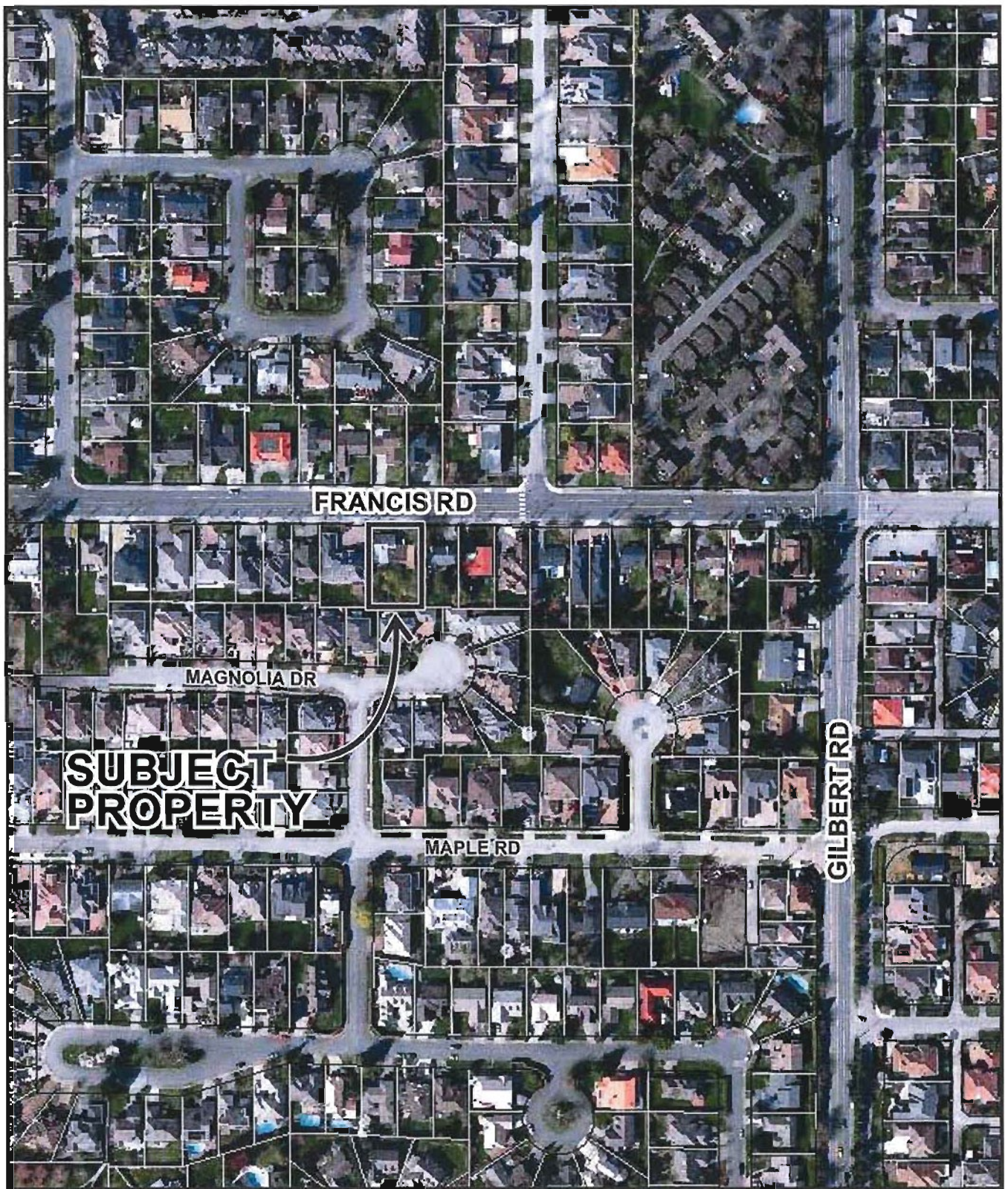


RZ 13-639817

Original Date: 07/02/13

Revision Date:

Note: Dimensions are in METRES



RZ 13-639817

Original Date: 07/02/13

Amended Date:

Note: Dimensions are in METRES



RZ 13-639817

Attachment 2

Address: 6580 Francis Road

Applicant: Rav Bains

Planning Area(s): Blundell

Date Received: June 26, 2013 Fast Track Compliance: August 23, 2013

	Existing	Proposed
Owner	Gurchetan S. Aujla Iqbal K. Aujla	To be determined
Site Size (m ²)	1,136 m ² (12,228 ft ²)	Two (2) lots – each approximately 568 m ² (6,114 ft ²)
Land Uses	One (1) single detached dwelling	Two (2) single detached lots
Zoning	Single Detached (RS1/E)	Single Detached (RS2/C)

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio	Max. 0.55	Max. 0.55	none permitted
Lot Coverage – Buildings	Max. 45%	Max. 45%	none
Lot Coverage – Buildings, structures, and non-porous surfaces	Max. 70%	Max. 70%	none
Lot Coverage - Landscaping	Min. 25%	Min. 25%	none
Setback – Front Yard (m)	Min. 9 m	Min. 9 m	none
Setback – Rear Yard (m)	Min. 6 m	Min. 6 m	none
Setback – Side Yard (m)	Min. 1.2 m	Min. 1.2 m	none
Height (m)	2.5 storeys	2.5 storeys	none
Minimum Lot Size	360 m ²	568 m ²	none
Minimum Lot Width	13.5	13.6	none

Other: Tree replacement compensation required for loss of bylaw-sized trees.



City of Richmond

Policy Manual

Page 1 of 2

Adopted by Council: December 18, 1989
 Amended by Council: December 15, 2008

POLICY 5428

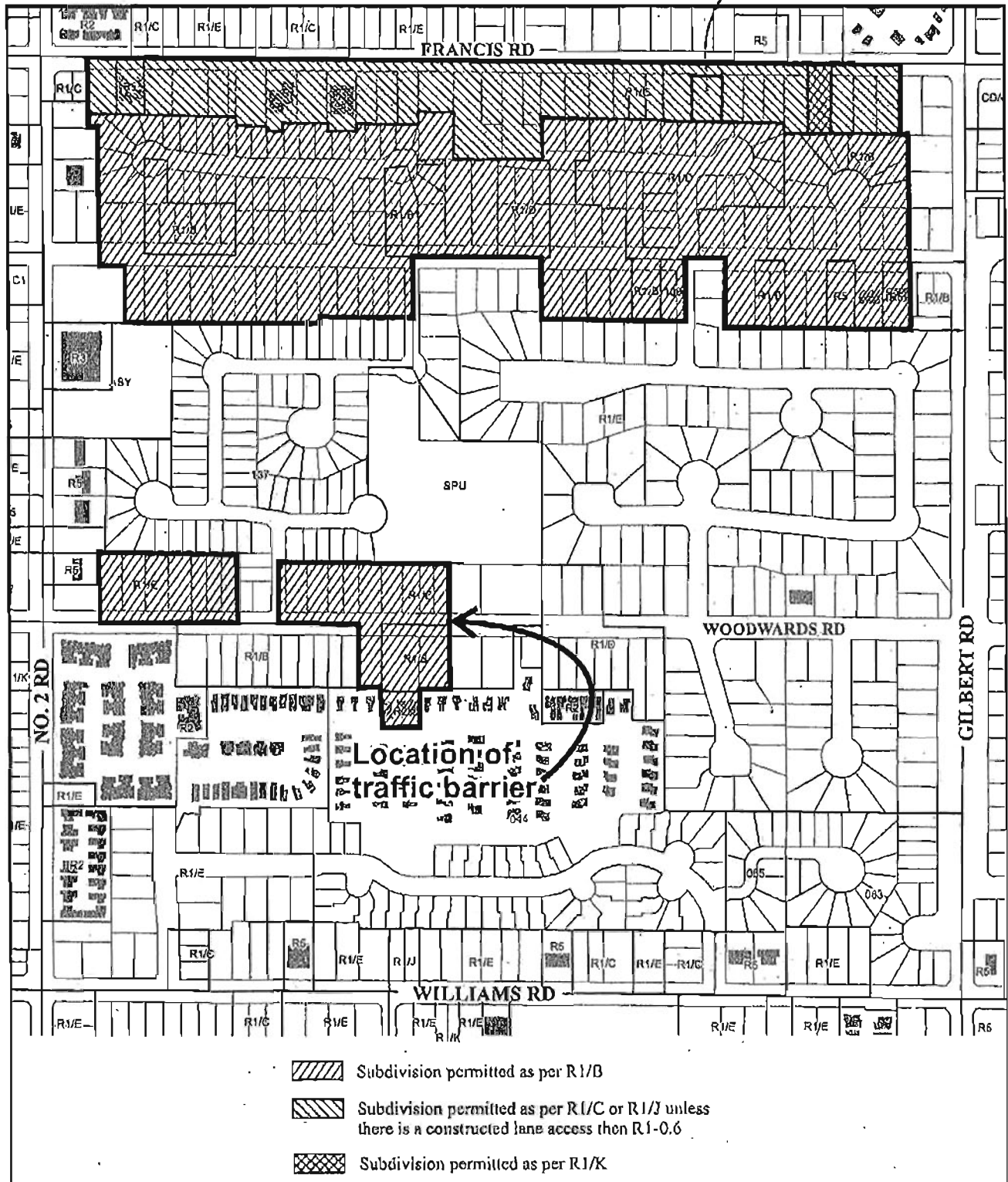
File Ref: 4430-00

SINGLE-FAMILY LOT SIZE POLICY IN QUARTER SECTION 30-4-6**POLICY 5428:**

The following policy establishes lot sizes for properties in Section 30-4-6 as shown on the attached map:

1. Subdivisions in the Quarter Section's interior areas as designated on the map may be permitted to subdivide in accordance with the provisions of Single-Family Housing District (R1/B) in Zoning and Development Bylaw 5300;
2. Subdivisions along Francis Road as shown on the map will be restricted to Single-Family Housing District R1/C or Single-Family Housing District R1/J unless there is a constructed lane access, then subdivisions may be permitted to Single-Family Housing District R1-0.6, except that 6680 Francis Road may be permitted to subdivide to Single-Family Housing District R1-K without the requirement for a lane access; and
3. This policy is to be used to determine the disposition of future rezoning applications in this area, for a period of not less than five years, unless changed by the amending procedures contained in the Zoning and Development Bylaw.

Subject Site

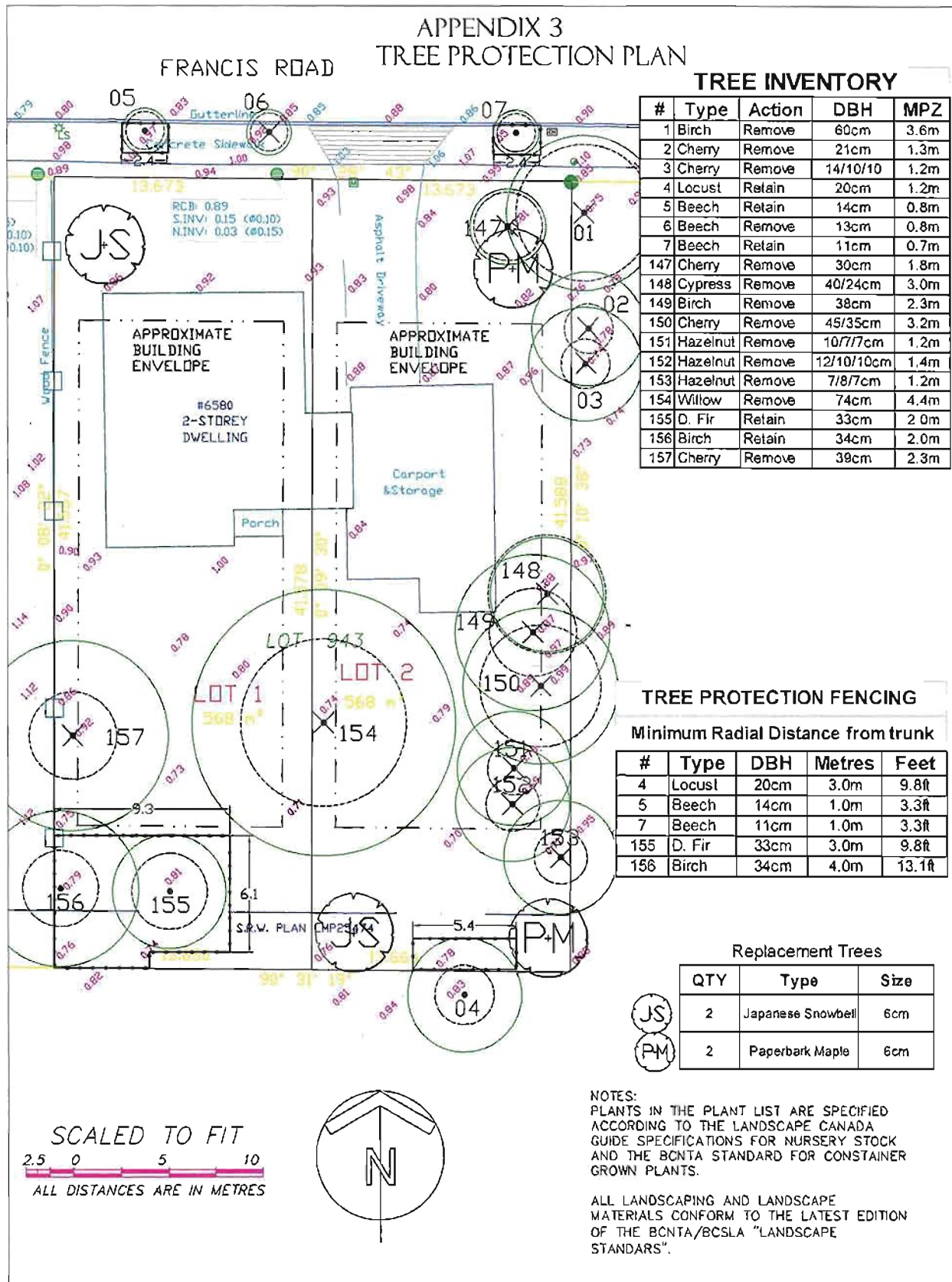


Policy 5428 Section 30-4-6

Adopted Date: 12/18/89

Amended Date: 12/15/08

Note: Dimensions are in METRES





**City of
Richmond**

Rezoning Considerations

Development Applications Division
6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 6580 Francis Road

File No.: RZ 13-639817

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9061, the following is required to be completed:

1. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including fencing, paving, and installation costs. The Landscape Plan should:

- comply with the development requirements of the Arterial Road Policy in the 2041 OCP;
- include the dimensions of required tree protection fencing;
- include a variety of suitable native and non-native replacement trees, ensuring a rich urban environment and diverse habitat for urban wildlife; and
- include the four (4) replacement trees with the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
2	11 cm		6 m
2	9 cm		5 m

2. The City's acceptance of the developer's voluntary contribution in the amount of \$7,000 to the City's Tree Compensation Fund for the planting of replacement trees within the City, in-lieu of planting the balance of required replacement trees on-site.
3. The City's acceptance of the developer's voluntary contribution in the amount of \$1,300 to the City's Tree Compensation Fund for removal of Tree # 06 from the boulevard in front of the subject site, for the planting of replacement trees on City-owned property elsewhere in the city.
4. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained (Trees # 155, 156, 04, 05, 07). The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections (at specified stages of construction), and a provision for the Arborist to submit a post-construction assessment report to the City for review.
5. Submission of a Tree Survival Security to the City in the amount of \$4,000 for the four (4) trees to be retained on the subject site and on City-owned property. The City will release 90% of the security after construction and landscaping on the proposed lots is completed, inspections are approved, and an acceptable post-construction impact assessment report is received. The remaining 10% of the security would be released one (1) year later, subject to inspection.
6. Submission of a Landscaping Security in the amount of \$1,500 to ensure replacement trees are planted on the adjacent property to the east at 6600 Francis Road, to compensate for the removal of Trees # 01, 02, 03 with the required tree removal permit at development stage

7. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed in the principal dwelling on one (1) of the two (2) future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.
Note: Should the applicant change their mind about the Affordable Housing option selected prior to final adoption of the Rezoning Bylaw, the City will accept a voluntary contribution of \$1.00 per buildable square foot of the single-family developments (i.e. \$6,168) to the City's Affordable Housing Reserve Fund in-lieu of registering the legal agreement on Title to secure a secondary suite.
8. Registration of a flood indemnity covenant on Title.
9. Registration of a restrictive covenant on title to ensure that:
 - a) Vehicle access to the site is via a single shared driveway crossing (6 m wide at the back of the sidewalk and 9 m wide at the curb) centered on the proposed shared property line.
 - b) The buildings and driveway on the proposed lots be designed to accommodate on-site vehicle turn-around capability to prevent vehicles from reversing onto Francis Road.

Prior to removal of Trees # 01, 02, 03 from the neighbouring property at 6600 Francis Road:

- The applicant must apply for and be issued the required tree removal permit*.

Prior to removal of Tree # 06 from the boulevard on City-owned property in front of the subject site:

- The applicant must contact the Parks department (604-244-1208 x 1342) four (4) business days prior to tree removal to enable proper signage to be posted.

At Demolition* stage, the following is required to be completed:

- Installation of tree protection fencing around Trees # 155, 156, 04, 05, 07 on-site and off-site. Tree protection fencing must be installed to City standard prior to demolition of the existing dwelling and must remain in place until construction and landscaping on the proposed lots is completed.

At Subdivision* stage, the following is required to be completed:

- Payment of Development Cost Charges (City and GVS&DD), School Site Acquisition Charge, Address Assignment Fee, and Servicing Costs.
(Note: the required service connections for the proposed two (2) lots must be located and designed to ensure protection of Trees # 155, 156, 04, 05, and 07 on-site and off-site).
- Registration of a cross-access easement over the shared driveway (6 m wide at the front lot line and 9 m long, centered on the proposed shared property line).

At Building Permit* stage, the following is required to be completed:

- Submission of a Construction Parking and Traffic Management Plan to the Transportation Division. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.

- Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Division at 604-276-4285.

Note:

* This requires a separate application.

- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

[Signed original on file]

Signed _____

Date _____



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9061 (RZ 13-639817)
6580 Francis Road**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"SINGLE DETACHED (RS2/C)"**.

P.I.D. 002-682-711

Lot 943 Section 30 Block 4 North Range 6 West

New Westminster District Plan 61043

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9061"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER REQUIREMENTS SATISFIED

ADOPTED

_____	CITY OF RICHMOND

_____	APPROVED by <i>BK</i>
_____	APPROVED by Director or Solicitor <i>il</i>

MAYOR

CORPORATE OFFICER



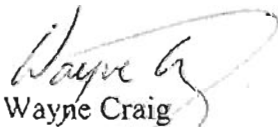
City of Richmond

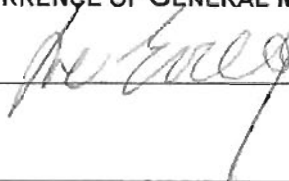
Report to Committee Planning and Development Department

To: Planning Committee **Date:** October 7, 2013
From: Wayne Craig **File:** RZ 12-626430
Director of Development
Re: Application by Kasian Architecture Interior Design and Planning for Rezoning at
5580 and 5600 Parkwood Way from "Industrial Business Park (IB1)" to "Vehicle
Sales (CV)"

Staff Recommendations:

1. That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9052, to amend the City of Richmond 2041 Land Use Map (Schedule 1) to redesignate 5580 and 5600 Parkwood Way from "Mixed Employment" to "Commercial", be introduced and given first reading.
2. That Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 9053, to amend Schedule 2.11B – the East Cambie Area Plan to redesignate 5580 and 5600 Parkwood Way from "Industrial" to "Commercial" in the Land Use Map, be introduced and given first reading.
3. That Bylaws 9052 and 9053, having been considered in conjunction with:
 - the City's Financial Plan and Capital Program;
 - the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;are hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act.
4. That Bylaws 9052 and 9053, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, are hereby deemed not to require further consultation.
5. That Richmond Zoning Bylaw 8500, Amendment Bylaw 9054, for the rezoning of 5580 and 5600 Parkwood Way from "Industrial Business Park (IB1)" to "Vehicle Sales (CV)", be introduced and given first reading.


Wayne Craig
Director of Development
WC:dj
Att: 6

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Policy Planning	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	

Staff Report

Origin

Kasian Architecture Interior Design and Planning has applied to the City of Richmond for permission to rezone 5580 and 5600 Parkwood Way (**Attachment 1**) from “Industrial Business Park (IB1)” to “Vehicle Sales (CV)” for the purpose of consolidating these lots with 5660 and 5680 Parkwood Way and then subdividing them into five (5) lots to create three (3) new car dealerships and modify the properties of two (2) existing dealerships. (**Attachment 2**). The proposed rezoning will require an amendment to the OCP and the East Cambie Area Plan.

Findings of Fact

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

Surrounding Development

To the North: Two storey office buildings at 5500 Parkwood Way and 5388 Parkwood Place, zoned “Industrial Business Park (IB1)”.

To the East: Across Knight Street, two storey office buildings at 13511 and 13571 Commerce Parkway, zoned “Industrial Business Park (IB1)”.

To the South: Vehicle sales and service dealerships as part of the Richmond Auto Mall at 13580 and 13600 Smallwood Place, zoned “Vehicle Sales (CV)”.

To the West: Vehicle sales and service dealerships as part of the Richmond Auto Mall at 5491, 5571, 5660 and 5680 Parkwood Way, zoned “Vehicle Sales (CV)”.

Related Policies & Studies

Richmond 2041 Official Community Plan (OCP) – Schedule 1

The Richmond 2041 Official Community Plan (OCP) designates the subject properties as “Mixed Employment” in the 2041 OCP Land Use Map. The “Mixed Employment” use permits an array of industrial and stand-alone office and institutional uses. A limited range of commercial uses are permitted in certain areas to enable the retail sale of building and garden supplies, household furnishings, and similar warehouse goods.

The current OCP land use designation of the existing Richmond Auto Mall is “Commercial”, where the intent is to enable a range of uses for retail, restaurant, office, business, personal service, arts, culture, recreational, entertainment, institutional, hospitality and hotel accommodation.

East Cambie Area Plan – Schedule 2.11B

The East Cambie Area Plan Land Use Map designates the subject properties as “Industrial”, to accommodate the production, manufacturing, storing, transporting, distributing, testing, cleaning,

servicing or repair of goods, materials or things. Ancillary offices are only permitted to administer the industrial uses.

Floodplain Management Implementation Strategy

In accordance with the City's Flood Protection Bylaw 8204, the minimum allowable elevation for habitable space is 2.9 m GSC. A Flood Plain Covenant is to be registered on title prior to final adoption of the OCP and rezoning Bylaws.

2041 OCP Aircraft Noise Sensitive Development (ANS) Policy

The subject properties are within the Aircraft Noise Sensitive Development Area 2, which permits non-noise sensitive uses such as an auto dealership to operate. An aircraft noise indemnity covenant for non-sensitive use is required to be registered on the property prior to the adoption of the OCP amendment and rezoning Bylaws.

Metro Vancouver 2040 Regional Growth Strategy

The Metro Vancouver 2040 Regional Growth Strategy (RGS) provides land use policies to guide future development in the region. It identifies the subject properties as "Mixed Employment", which is intended for industrial, commercial and other employment-related uses to help meet the needs of the regional economy, which are not typically located in urban or neighbourhood centres. The proposed OCP amendment, rezoning and subdivision do not require a RGS amendment as the "Mixed Employment" designation accommodates the proposed commercial auto mall use.

The remainder of the Richmond Auto Mall is currently designated in the RGS as "General Urban" and is intended for areas within residential neighbourhoods and centres to include uses to support shopping services, institutions, recreational facilities and parks, including the auto mall.

Background

A previous rezoning application for 5580 Parkwood Way (RZ 97-116387) to rezone to a Car Dealership and Office space was denied by Council on November 24, 1997, due to concerns from the Richmond Auto Mall that the proposal would create an unfair advantage to the applicant as they would be able to lease out office space in their proposal. The existing "Vehicle Sales (CV)" zoning within the Auto Mall prohibits office use with the exception of ancillary uses to the auto dealership.

Another rezoning application was brought forward in 2004 (RZ 04-270729) to rezone a portion of the strata at 5600 Parkwood Way from "Industrial Business Park (IB1)" to "Vehicle Sales (CV)" as a means to include the parcel as part of the Auto Mall. The Auto Mall supported the application as the zoning would be consistent with other lots within the Auto Mall. Council approved this application on September 27, 2004; the property was subdivided and is now known as 5660 Parkwood Way.

The current rezoning application (RZ 12-626430) has the support of the Richmond Auto Mall Association (**Attachment 4**).

Consultation

The proposed OCP amendments and proposed rezoning to “Vehicle Sales (CV)” are consistent with City policies regarding consultation with the Richmond School District No. 38 and Vancouver International Airport. No consultation with these agencies is necessary as this application does not propose any residential units.

The site falls within the purview of the Provincial Transportation Act where all proposals requiring rezoning amendment Bylaws, and subdivisions are required to be referred to the application to the Ministry for comment, when they are within 800 metres of a Provincial Highway intersection. The application was referred to the Provincial Ministry of Transportation and Infrastructure and the Ministry sent a preliminary approval on September 17, 2013 (**Attachment 5**) based on the following:

1. As these properties abut Highway 99 (controlled access highway), approval for the proposed subdivision will require Ministry approval pursuant to Sec. 80 of the Land Title Act;
2. There will be no direct access to Highway 99; and
3. All storm water shall be directed to a municipally maintained storm drainage system.

Public Input

Signage is posted on-site to notify the public of the subject application. At the time of writing this report, staff have received phone calls from some auto dealerships wanting to follow the progress of this rezoning application, but they did not provide any comment. Should this application receive first reading, a public hearing will be scheduled.

Staff Comments

Based on staff’s review of the subject application, staff are supportive of the development proposal, provided that the developer meets all considerations of the rezoning conditions (**Attachment 6**).

Analysis

The analysis is set out in two parts in order to clarify the proposed OCP and Rezoning Bylaws.

Part 1 – 2041 Official Community Plan (OCP) and East Cambie Area Plan Amendments

The proposal to rezone the subject properties from “Industrial Business Park (IB1)” to “Vehicle Sales (CV)” to support auto dealerships will require an amendment to both the Land Use Maps of the 2041 OCP (Schedule 1) (Bylaw 9052) and the East Cambie Area Plan (Schedule 2.11B) (Bylaw 9053). The proposed amendments are to change the current land use designations of:

- The 2041 OCP from “Mixed Employment” to “Commercial”; and
- The East Cambie Area Plan from “Industrial” to “Commercial”.

The OCP and Area Plan re-designations are supported as commercial uses are permitted in the City’s Mixed Employment designation and Richmond’s Employment Lands Strategy supports flexibility in land use designations. As the intent of this application is to expand the Richmond

Auto Mall, the proposed “Commercial” designation best reflects the use of the site and ensures consistency with the other auto dealership properties within the Auto Mall.

The benefits of the proposal are that it: enables more opportunities for auto dealerships to co-locate within the same area; improves comparative vehicle shopping for customers; removes the pressure on existing and displaced dealerships within the City Centre to relocate to other areas within the City; and improves stable employment opportunities in a concentrated area outside of the City Centre.

Part 2 – Rezoning Amendment from “Industrial Business Park (IB1)” to “Vehicle Sales (CV)”

This application proposes to rezone 5580 and 5600 Parkwood Way from “Industrial Business Park (IB1)” to “Vehicle Sales (CV)” to allow the consolidation and subsequent re-subdivision with 5660, 5680 Parkwood Way to create a total of five (5) lots and a new access road (**Attachment 2**).

The proposed access road is intended to provide two-way access to all the proposed lots and is accessed from Parkwood Way by a proposed roundabout at the north end, and a T-intersection at the south. The road requires a 20 metre land dedication and is to include street parking, a 1.5 metre wide sidewalk, and a grassed and treed boulevard. The road and frontage works are subject to a separate servicing agreement.

The proposed subdivision would meet the permitted use provisions and lot size requirements of the “Vehicle Sales (CV)” zone.

The properties at 5660 and 5680 Parkwood Way are currently zoned “Vehicle Sales (CV)” and do not require rezoning.

Engineering

Engineering has reviewed the proposal and indicates that: there are no required upgrades to existing services, but that the developer is responsible for the installation of new water, sanitary and storm lines within the proposed road dedication to the proposed lots, and to connect these new services to existing service lines.

All existing site connections servicing the existing lots are to be removed and new site connections to service the proposed new lots will be required.

The developer is also responsible for the underground installation of private utilities (hydro, telephone). The applicant is to include information regarding the installation of these utilities along with water, sanitary and storm connections with the forthcoming servicing agreement.

Transportation and Site Access

The Transportation Division has reviewed the Traffic Impact Study submitted with the proposal and provides the following considerations to be acceptable to the Director of Transportation:

- Access to each of the proposed lots is facilitated by a 20 metre dedication for road from the consolidated lots which include the subject properties, as well as 5660 and 5680 Parkwood Way for the purpose of the proposed road development. A larger dedication at the north intersection is for the roundabout.

- The road improvements required are a 12 metre wide paved road, a curb and gutter, 1.5 metre sidewalks, grassed and treed boulevard on both sides of the road.
- A new traffic signal at the intersection of Jacombs Road and Smallwood Place at the south entrance of the Auto Mall site is required.

Development Permit

No building plans have been submitted with this rezoning application, but all sites are subject to a Development Permit for any future buildings on the proposed lots.

The operators of the Richmond Auto Mall have notified staff that they have been in discussions with potential dealerships to occupy the new sites, and City staff have received phone calls from auto dealerships who are interested in the progress of this rezoning application.

Trees

There are a number of trees within the subject properties, primarily along the perimeter of the existing property line, including those backing onto Knight Street, as well as within those landscaped islands in the existing parking lots. As there were no building drawings for the new sites, it is difficult to determine which trees would require removal or be available for retention. An Arborist report will be required as part of a Development Permit application submitted for any of the proposed lots.

Discharge of Covenants

The following chart outlines the current covenants that are currently registered on the land title record for 5600 Parkwood Way. The registered covenants are equivalency agreements that were required for the construction of the existing buildings that are to be removed prior to consolidation and subdivision. These documents will be made redundant with the demolition of the existing buildings and should be discharged from the Land Title records.

5600 Parkwood Way	
Document Registration	Description
BP278368	Equivalency agreement for a water sprinkler system to protect the openings within 3 metres of an exit.
BA110541	Equivalency agreement for fire protection.
BB548802	Equivalency agreement for fire protection.

Cancellation of Strata Plan

The property at 5600 Parkwood Way is a strata lot consisting of three (3) different strata titles, but all three (3) are listed as the same owner. The owner is required to cancel the strata plan in accordance with Part 16 of the British Columbia "Strata Property Act" prior to the adoption of rezoning.

Servicing Agreement

The applicant is to enter into a separate servicing agreement prior to adoption of rezoning.

The developer is responsible for the works including but not limited to the following:

- Water Service: the installation of a 200mm diameter watermain loop within the proposed road dedication, in addition to the installation of fire hydrants which are to be installed 75 metres apart minimum, and connect it to the existing system on Parkwood Way. The existing site connections are to be removed and new site connections are required. Fire flow calculations are required prior to the issuance of the Building Permit and are to be signed and sealed by a professional engineer to confirm adequate available flow;
- Sanitary Service: the installation of a 200mm diameter sanitary sewer line within the proposed dedication as required to service the development sites and connect to the existing system on Parkwood Way;
- Storm Drainage: the installation of a 600mm diameter storm sewer within the proposed road dedication, and connecting it to the existing system on Parkwood Way;
- Other Services: All existing site connections are to be removed and new site connections to service the proposed new lots are required. The developer is also responsible for the underground installation of private utilities (hydro, telephone). The applicant is to include information regarding the installation of these utilities along with water, sanitary and storm connections with the forthcoming servicing agreement.
- Transportation:
 - The proposed new road to allow vehicle access to the new lots including frontage works on both sides of the road consisting of curb and gutter, 1.5 metre sidewalk and grassed and treed boulevard;
 - The proposed new roundabout at the north end connecting with Parkwood Way and a T-intersection at the south end; and
 - Installation of a new traffic signal to City standard at the time of installation, including but not limited to the following: signal pole, controller, base, hardware, pole base, detection (in ground loops and video), conduits (electrical and communications), signal indications, communications cable, electrical wiring and service conductors, APS (Accessible Pedestrian Signals) and illuminated street name sign(s);

Subdivision

It is anticipated that the City will receive an application for subdivision upon receipt of third reading. Consolidation is a condition of final approval of the rezoning and OCP Bylaws.

Financial Impact

None.

Conclusion

Kasian Architecture has applied to rezone 5580 and 5600 Parkwood Way from "Industrial Business Park (IB1)" to "Vehicle Sales (CV)", and consolidate with 5660 and 5680 Parkwood Way for the purpose of expanding the Richmond Auto Mall. The proposal requires amendments to the OCP 2041 Land Use Map as well as the East Cambie Area Plan Land use map. The submitted information supports the criteria set out in the "Vehicle Sales (CV)" zone. As staff consider that the proposal will benefit the community and are confident that the outstanding conditions related to servicing and accessing the site will be addressed and, therefore, recommends that Bylaws 9052, 9053 and 9054 be introduced and given first reading.



David Johnson
Planner 2
(604-276-4193)

DJ:cas

Attachment 1: Location Map

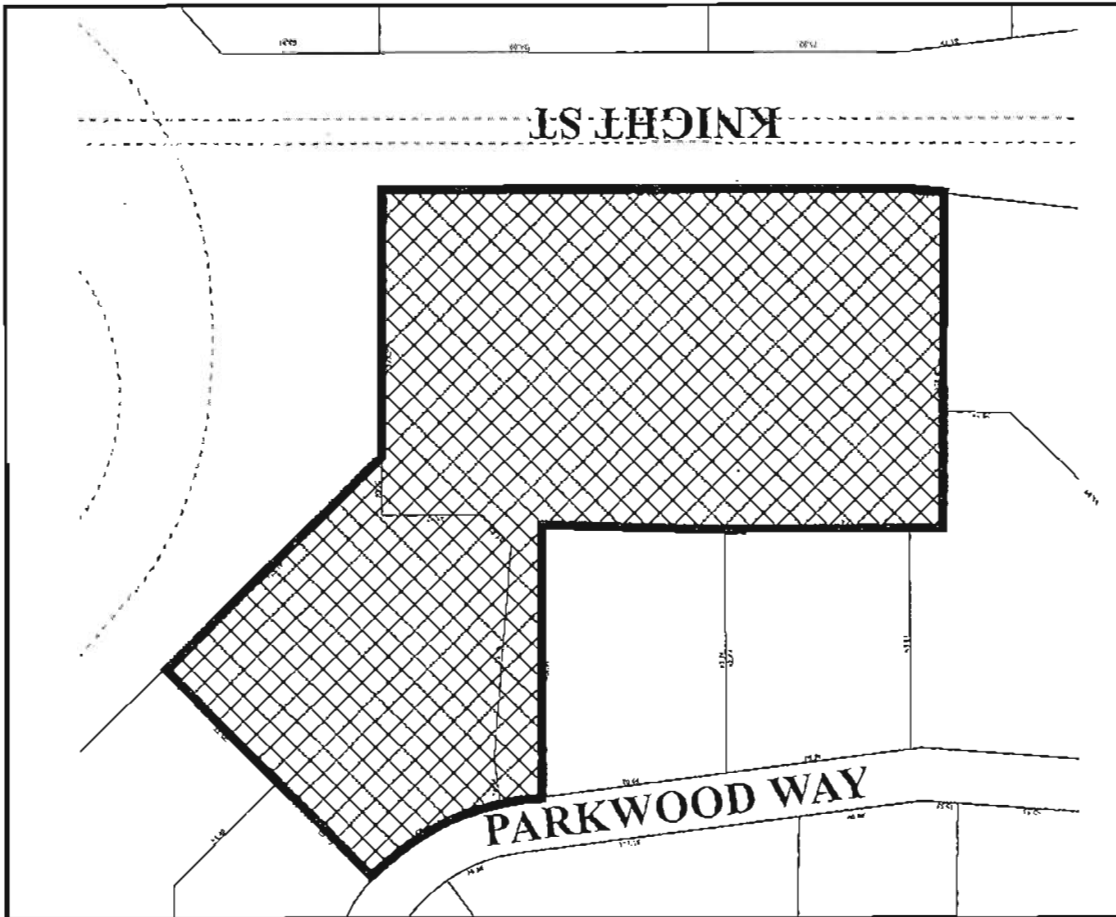
Attachment 2: Conceptual Development Plans

Attachment 3: Development Application Data Sheet

Attachment 4: Letter from Richmond Auto Mall Association

Attachment 5: September 17, 2013 letter from Ministry of Transportation and Infrastructure

Attachment 6: Rezoning Considerations



Original Date: 12/10/12

Revision Date:

Note: Dimensions are in METRES

RZ 12-626430



City of Richmond





RZ 12-626430

Original Date: 09/04/13

Amended Date:

Note: Dimensions are in METRES



RZ 12-626430

Attachment 3

Address: 5580 and 5600 Parkwood Way

Applicant: Kasian Architecture Interior Design and Planning

Planning Area(s): East Cambie Area Plan (OCP Schedule 2.11B)

	Existing	Proposed
Owner:	0737974 BC Ltd.	0737974 BC Ltd.
Site Size:	40,509.0 m ²	35,338.0 m ² (after road dedication)
Metro Vancouver Regional Growth Strategy Designation	Mixed Employment	Mixed Employment
OCP Designation:	Mixed Employment	Commercial
Area Plan Designation:	Industrial	Commercial
Zoning:	Industrial Business Park (IB1)	Vehicle Sales (CV)

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Lot Size (min. dimensions):	none	9,330 m ² (Lot 1) 13,030 m ² (Lot 2) 14,120 m ² (Lot 3) 11,050 m ² (Lot 4) 9,410 m ² (Lot 5)	none

RICHMOND

auto mall

June 27, 2012

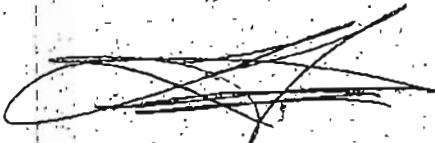
0737974 BC Ltd.
c/o Larry Gwozd
Alexander Holburn Beadn + Lang LLP
2700 - 700 West Georgia Street
Vancouver, BC
V7Y 1B8

Attention Gary Cowell

Dear Gary:

This letter is confirmation that the Richmond Auto Mall Association and Richmond Auto Mall Holdings Ltd. consent to the properties to be acquired by 0737974 BC Ltd. becoming part of the Richmond Auto Mall upon completion of re-zoning and re-development to serviced auto dealership lots.

Yours truly,



Leonard Fong
President
Richmond Auto Mall Association
Richmond Auto Mall Holdings Ltd.

CC: Board of Directors, Richmond Auto Mall Association & Richmond Auto Mall Holdings Ltd.

RICHMOND AUTO MALL ASSOCIATION

250 - 13460 Smellwood Place, Richmond, B.C. V6V 1W8
Phone: (604) 273-3243 Fax: (604) 273-2044

DEVELOPMENT APPROVALS
PRELIMINARY BYLAW
COMMUNICATION

Your File #: RZ-12-626430
eDAS File #: 2013-04275
Date: Sep/17/2013

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

Attention: David Johnson, Planner 2

Re: Proposed Rezoning for:

Lot 25, Section 5, Block 4 North, Range 5 West, New Westminster District Plan
86865

Common Property Strata Lot NWS3337

Previously, preliminary approval had been provided on January 8, 2013 (eDAS File # 2013-0087). However, as further information was recently submitted, this file has been closed and superceded by eDAS File # 2013-04275.

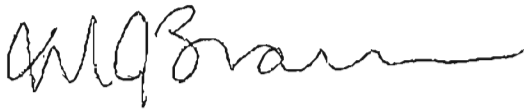
Preliminary Approval is granted for the rezoning for one year pursuant to section 52(3)(a) of the *Transportation Act*, subject to the following conditions:

- Pursuant to Section 80 of the *Land Title Act*, the proposed subdivision will require Ministry of Transportation and Infrastructure approval.
- No direct access will be permitted to Highway 91.
- No storm drainage shall be directed into Ministry of Transportation and Infrastructure systems. This would include collection/run off of the internal roads systems. All storm water is to be directed to a municipally maintained storm system.

Local District Address
Lower Mainland District 310-1500 Woolridge Street Coquitlam, BC V3K 0B8 Canada Phone: (604) 527-2221 Fax: (604) 527-2222

- Regarding any future buildings/structures:
 - All structures are to be located at least 4.5 metres back from the highway right-of-way, or 3 metres where the structure has access from another street.
 - No future commercial or industrial building shall exceed 4,500 square metres without prior approval from the Ministry of Transportation and Infrastructure pursuant to Section 924 of the *Local Government Act*.

If you have any questions please feel free to call Michael Braun at (604) 527-2244.
Yours truly,

A handwritten signature in black ink, appearing to read 'Michael Braun', with a long horizontal flourish extending to the right.

Michael Braun
Area Development & Operations Technician



Rezoning Considerations

Development Applications Division
6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 5580 and 5600 Parkwood Way

File No.: RZ 12-626430

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9054, the developer is required to complete the following:

1. Final Adoption of OCP Amendment Bylaws 9052 and 9053.
2. Approval of Richmond Zoning Bylaw 8500, Amendment Bylaw 9054 by the Ministry of Transportation and Infrastructure.
3. 20.0 metre road dedication within the subject site, including 5660 and 5680 Parkwood Way. Additional road dedications at the intersections of Parkwood Way as per the proposed Subdivision plan. Final road dedication requirements to be determined by the Director of Transportation, subject to an approved functional design for the new roads.
4. Consolidation of all the lots into one development parcel (which will require the demolition of the existing buildings).
5. Registration of an aircraft noise indemnity covenant on title.
6. Registration of a flood plain covenant on title identifying a minimum habitable elevation of 2.90 m GSC.
7. Discharge of restrictive covenants BP278368, BA110541 and BB548802 from the Land Title records.
8. Confirmation of the cancellation of Strata Plan NW3337.
9. Enter into a Servicing Agreement* for the design and construction of the proposed road, utilities and frontage improvements. Works include, but may not be limited to,
 - Installation of a 200mm diameter watermain loop within the proposed road dedication as required servicing the development sites, in addition to fire hydrants being installed 75 metres apart minimum, and connecting it to the existing system on Parkwood Way;
 - Installation of a 200mm diameter sanitary sewer line within the proposed dedication as required servicing the development sites and connecting it to the existing system on Parkwood Way;
 - Installation of a 600mm diameter storm sewer within the proposed road dedication, and connect it to the existing system on Parkwood Way;
 - Information on the removal of all existing site connections and the installation for the underground private utilities;
 - The proposed new road to allow vehicle access to the new lots including frontage works on both sides of the road consisting of curb and gutter, 1.5 metre sidewalk and grassed and treed boulevard;
 - The proposed new roundabout at the north end connecting with Parkwood Way and a T-intersection at the south end; and
 - Installation of a new traffic signal to City standard at the time of installation, including but not limited to the following: signal pole, controller, base, hardware, pole base, detection (in ground loops and video), conduits (electrical and communications), signal indications, communications cable, electrical wiring and service conductors, APS (Accessible Pedestrian Signals) and illuminated street name sign(s).

Prior to a Development Permit* being forwarded to the Development Permit Panel for consideration, the developer is required to:

1. Submit an Arborist Report, identifying the location and condition of all on-site trees, and to determine the possible retention or removal of these trees.

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 Division. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. Incorporation of accessibility measures in Building Permit (BP) plans as determined via the 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 Division at 604-276-4285.

Note:

- * This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

Signed

Date



**Richmond Official Community Plan Bylaw 9000
Amendment Bylaw 9052
(RZ 12-626430)
5580 and 5600 Parkwood Way**

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

1. Richmond Official Community Plan Bylaw 9000 (Schedule 1) 2041 Land Use Map is amended to redesignate 5580 and 5600 Parkwood Way from "Mixed Employment" to "Commercial", specifically;

P.I.D. 016-510-135

Lot 25 Section 5 Block 4 North Range 5 West New Westminster District Plan 86865

P.I.D. 016-649-427

Strata Lot 1 Section 5 Block 4 North Range 5 West New Westminster District Strata Plan NW3337 Together With An Interest In The Common Property In Proportion To The Unit Entitlement Of The Strata Lot As Shown On Form 1

P.I.D. 016-649-435

Strata Lot 2 Section 5 Block 4 North Range 5 West New Westminster District Strata Plan NW3337 Together With An Interest In The Common Property In Proportion To The Unit Entitlement Of The Strata Lot As Shown On Form 1

P.I.D. 026-020-564

Strata Lot 3 Section 5 Block 4 North Range 5 West New Westminster District Strata Plan NW3337

Together With An Interest In The Common Property In Proportion To The Unit Entitlement Of The Strata Lot As Shown On Form 1

2. This Bylaw may be cited as "**Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9052**".

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

CITY OF RICHMOND
APPROVED by 
APPROVED by Manager or Solicitor 

MAYOR

CORPORATE OFFICER



**Richmond Official Community Plan Bylaw 7100
Amendment Bylaw 9053 (RZ 12-626430)
5580 and 5600 Parkwood Way**

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

1. Richmond Official Community Plan Bylaw 7100 (Schedule 2.11B) East Cambie Neighbourhood Plan Land Use Map is amended to redesignate 5580 and 5600 Parkwood Way from “Industrial” to “Commercial”, specifically;

P.I.D. 016-510-135

Lot 25 Section 5 Block 4 North Range 5 West New Westminster District Plan 86865

P.I.D. 016-649-427

Strata Lot 1 Section 5 Block 4 North Range 5 West New Westminster District Strata Plan NW3337 Together With An Interest In The Common Property In Proportion To The Unit Entitlement Of The Strata Lot As Shown On Form 1

P.I.D. 016-649-435

Strata Lot 2 Section 5 Block 4 North Range 5 West New Westminster District Strata Plan NW3337 Together With An Interest In The Common Property In Proportion To The Unit Entitlement Of The Strata Lot As Shown On Form 1

P.I.D. 026-020-564

Strata Lot 3 Section 5 Block 4 North Range 5 West New Westminster District Strata Plan NW3337

Together With An Interest In The Common Property In Proportion To The Unit Entitlement Of The Strata Lot As Shown On Form 1

2. This Bylaw may be cited as “**Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 9053**”.

FIRST READING


PUBLIC HEARING


SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

_____	CITY OF RICHMOND APPROVED by 

_____	APPROVED by Manager or Solicitor 

MAYOR

CORPORATE OFFICER



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9054 (RZ 12-626430)
5580 and 5600 Parkwood Way**

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 **“VEHICLE SALES (CV)”**:

P.I.D. 016-510-135

Lot 25 Section 5 Block 4 North Range 5 West New Westminster District Plan 86865

P.I.D. 016-649-427

Strata Lot 1 Section 5 Block 4 North Range 5 West New Westminster District Strata Plan NW3337 Together With An Interest In The Common Property In Proportion To The Unit Entitlement Of The Strata Lot As Shown On Form 1

P.I.D. 016-649-435

Strata Lot 2 Section 5 Block 4 North Range 5 West New Westminster District Strata Plan NW3337 Together With An Interest In The Common Property In Proportion To The Unit Entitlement Of The Strata Lot As Shown On Form 1

P.I.D. 026-020-564

Strata Lot 3 Section 5 Block 4 North Range 5 West New Westminster District Strata Plan NW3337

Together With An Interest In The Common Property In Proportion To The Unit Entitlement Of The Strata Lot As Shown On Form 1

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 9054”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

MINISTRY OF TRANSPORTATION AND
INFRASTRUCTURE APPROVAL

OTHER CONDITIONS SATISFIED

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED by <i>BK</i>
APPROVED by Director or Solicitor <i>ul</i>



To: Planning Committee
From: Wayne Craig
Director of Development

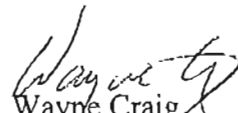
Date: October 15, 2013
File: RZ 11-593406

Re: Application by Interface Architecture Inc. for Rezoning at 4991 No. 5 Road from School & Institutional Use (SI) to Medium Density Townhouses (RTM2)

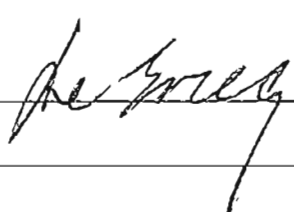
Staff Recommendation

1. That Official Community Plan Amendment Bylaw 8947, to redesignate 4991 No. 5 Road from "Commercial" to "Neighbourhood Residential" in Attachment 1 to Schedule 1 of Official Community Plan Bylaw 9000 (City of Richmond 2041 OCP Land Use Map), be introduced and given first reading.
2. That Official Community Plan Amendment Bylaw 8948, to redesignate 4991 No. 5 Road from "School/Park Institutional" to "Residential" in Schedule 2.11B of Official Community Plan Bylaw 7100 (East Cambie Area Plan Land Use Map), be introduced and given first reading.
3. That Bylaws 8947 and 8948, having been considered in conjunction with:
 - The City's Financial Plan and Capital Program; and
 - The Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;are hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act.
4. That Bylaws 8947 and 8948, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby deemed not to require further consultation.

5. That Richmond Zoning Bylaw 8500, Amendment Bylaw 8986, for the rezoning of 4991 No. 5 Road from "School & Institutional Use (SI)" to "Medium Density Townhouses (RTM2)", be introduced and given first reading.


Wayne Craig
Director of Development

SB:blg
Att.

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Real Estate Services	<input checked="" type="checkbox"/>	
Affordable Housing	<input checked="" type="checkbox"/>	
Recreation Services	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	

Staff Report

Origin

Interface Architecture Inc. has applied to the City of Richmond for permission to rezone 4991 No. 5 Road (**Attachment A**) "School and Institutional Use (SI)" to "Medium Density Townhouses (RTM2)" in order to permit the development of a 108-unit townhouse complex. The original proposal was to rezone the subject site from "School and Institutional Use (SI)" to "Low Density Townhouses (RTL4)" for 102 townhouse units. A staff report was reviewed by Planning Committee at the meeting on January 22, 2013 (**Attachment B**), and the application was referred back to staff. In response to the referral, the applicant revised the proposal to rezone the subject site from "School and Institutional Use (SI)" to "Medium Density Townhouses (RTM2)". A revised conceptual site is provided in **Attachment C**.

Background

The following referral motion was carried at the January 22, 2013 Planning Committee meeting:

"That the application by Interface Architecture Inc. for rezoning at 4991 No. 5 Road from School & Institutional Use (SI) to Low Density Townhouses (RTL4) be referred back to staff to:

- (a) Consider other development options including but not limited to commercial/retail or mixed-use development and an increase in density to ensure the best utilization of the site;*
- (b) Research the history of the subject site as it relates to the existing recreational uses on the site; and*
- (c) Examine the potential implications that the loss of the existing on-site private recreation facility space would have on the City's recreation facility inventory and its various user groups."*

This supplemental report is being brought forward to provide a response to the referral, to provide a summary of revisions made to the development proposal, the nature of the associated variances and amenity contributions, and to present the revised OCP amendment bylaw and rezoning bylaw for introduction and first reading.

Findings of Fact

Please refer to the attached updated Development Application Data Sheet (**Attachment D**) for a comparison of the proposed development data with the relevant bylaw requirements. Please refer to the original Staff Report dated January 16, 2012 (**Attachment B**) for information pertaining to surrounding development, related City policies and studies, pre-Planning Committee public input and responses, as well as staff comments on tree retention and replacement, site servicing, transportation, indoor and outdoor amenity space, variances, and Development Permit considerations.

Analysis

This analysis section will discuss each of the referrals made by Planning Committee at their January 22, 2013 meeting.

Development Options

In their referral back to staff, Planning Committee asked staff to work with the applicant to consider other development options including but not limited to commercial/retail or mixed-use development and an increase in density to ensure the best utilization of the site.

In response to the referral, the applicant has reviewed the sites development potential in the context of Planning Committee's request, and comments received from the neighbouring residents through their public consultation process and correspondence submitted to the City.

As a result, the applicant has revised their development proposal to increase the Floor Area Ratio (FAR) density from 0.6 to 0.65 and increase the number of townhouses from 102 to 108. In addition, 27 visitor parking spaces are proposed, which exceeds the Zoning Bylaw parking requirement by an additional five (5) visitor parking spaces. A detailed analysis of the revised proposal is provided later in this report.

The applicant considered several development options for the site; including commercial, mixed-use and higher density residential uses. In reviewing the commercial redevelopment potential of the site, the applicant took into consideration the site location, challenging site geometry, limited road frontage, and the distance from other commercial uses. After consideration, the applicant does not consider a stand-alone commercial development, or a mixed-use development to be economically viable for this site. In reviewing the residential apartment housing redevelopment potential of the site, the applicant took into consideration the distance from City Centre, the supply of available apartment housing stock, higher cost of concrete construction, challenging site geometry, sun shading potential of taller buildings, and comments received from the neighbouring residents through the earlier public open house and correspondence submitted to the City. After consideration, the applicant does not consider apartment development to be economically viable or appropriate for this site.

History of Recreational Uses on the Site

In their referral back to staff, Planning Committee asked staff to research the history of the subject site as it relates to the existing recreational uses on the site.

The subject lot was created and rezoned in 1971 for the construction of a privately-owned tennis facility. Subdivision and consolidation affecting several privately-owned residential properties resulted in the creation of the current lot configuration of the subject property. The resulting lot was rezoned from General Residential District 3 to Private Recreational District, under Bylaw 2798. Western Indoor Tennis opened its doors in 1972. The original facility included the existing east building with indoor tennis courts, two-storey clubhouse with restaurant, and 10 outdoor tennis courts. A temporary "bubble" structure was erected during the winter months over the westernmost five (5) outdoor tennis courts.

In 2000, the property was sold to Sportstown BC Operations Ltd. for the development of a privately-owned recreational complex. The indoor tennis program was maintained and the clubhouse was renovated. The central arena building was constructed and artificial turf was installed in both the arena building and the existing “bubble” structure for indoor soccer use.

In 2001, the City leased space in the central arena building for gymnastics and rod and gun recreation uses to replace space that was previously located in the RCA Forum on Sea Island. In 2011, the City exercised its option under the existing lease to extend the lease until 2016. Details are provided in the attached memo from Community Services staff (**Attachment E**).

Implications of Sports Facility Loss

In their referral back to staff, Planning Committee asked staff to examine the potential implications that the loss of the existing on-site private recreation facility space would have on the City’s recreation facility inventory and its various user groups.

Please refer to the attached memo from Community Services staff regarding their review of the potential implications of losing the existing on-site private recreation facility space (**Attachment E**). Staff advises that there is capacity in other facilities to serve the recreation program needs of tennis and soccer players. In addition, with the City’s lease expiring in early 2016, staff continues to have discussions with both the Rod and Gun Club and the Richmond Gymnastics Association regarding options for future locations.

Changes Proposed to Zoning Relating to Increased Density

In response to the referral to examine the proposed density, the applicant is requesting an amendment to the application to rezone the subject site from “School and Institutional Use (SI)” to “Medium Density Townhouses (RTM2)” for a 108-unit townhouse development with a density of 0.65 FAR. The original proposal was to rezone the subject site from “School and Institutional Use (SI)” to “Low Density Townhouses (RTL4)” for a 102-unit townhouse development with a density of 0.60 FAR (**Attachment B**).

Proposed Site Planning Changes Arising from Increased Density

The proposed increase in density is mostly accommodated in the addition of six (6) new townhouse units: one (1) new unit in each of the two (2) buildings at the west edge of the site; and two (2) new units in each of the two (2) buildings beside the indoor amenity building. Otherwise, the site planning and building massing remain largely the same.

Changes Proposed to Rezoning Considerations Relating to Increased Density

With an increase in requested density for the site, the applicant has also agreed to increase the voluntary contributions to the City for the following:

- **Affordable Housing** – The applicant continues to propose to make a cash contribution in accordance to the City's Affordable Housing Strategy as a requirement of rezoning. As the proposal is for townhouses, the applicant is making a cash contribution of \$2.00 per buildable square foot as per the Strategy (e.g. \$279,101). Although the contribution rate remains the same as the previous proposal, this contribution has increased from \$258,050 as a result of the increase in proposed density.
- **Public Art** – Staff continue to work with the applicant to explore opportunities to participate in the City's Public Art Program as a requirement of rezoning. The applicant will participate in the City's Public Art Program; with installation of Public Art as a part of the development in the amount of \$0.75 per buildable square foot of residential space (e.g. \$104,663), or City acceptance of a cash contribution in the same amount to the City's Public Art fund. This will be further investigated through the required Development Permit application. Although the contribution rate remains the same as the previous proposal, this commitment has increased from \$96,770 as a result of the increase in proposed density.
- **Leisure Facilities** – The applicant continues to propose to support the establishment of City leisure facilities. The applicant is proposing to contribute \$1,000,000 towards the City's Leisure Facilities Reserve Fund as a requirement of rezoning. This contribution has increased from \$700,000 associated with the previous proposal. The funds may be used at Council's discretion toward City recreation and/or cultural amenities.

All other rezoning considerations as presented in the January 2012 staff report are still included in the proposal. The revised list of rezoning considerations is included as **Attachment F**, which has been agreed to by the applicant (signed concurrence on file).

Changes Proposed to Requested Variances Relating to Increased Density

The applicant is requesting the following variances to the Richmond Zoning Bylaw and "Medium Density Townhouses (RTM2)" zone for the project:

- Reduce the minimum rear yard (west) from 3 m to 2.2 m for the setback of the south-west corner of the last building (Building 22) to the highway. The rear yard is angled and increases to 34.0 m as the site narrows to the northwest. This requested variance has been changed as a result of increasing the number of townhouse units to accommodate increased density in response to Planning Committee comments. The setback reduction is mitigated with: a grade change between the highway and lower site; and proposed sound barrier fencing construction which is a requirement of MOTI and the rezoning. In addition, the setback reduction is to an exit/onramp connecting highways 99 and 91. The main highway travel lanes of both highways are further away from the site.
- Reduce the minimum exterior side yard (south) from 6 m to 2.3 m also for the setback of the south-west corner of the last building (Building 22) to the highway. The exterior side yard is also angled and increases to 10.9 m as the site widens out to the east. This new requested variance is a result of increasing the number of townhouse units to accommodate increased density in response to Planning Committee comments. Mitigation for the setback reduction is described above.
- Increase the percentage of parking spaces permitted in a tandem arrangement from 50% to 90%. This requested variance has been changed from the original proposal of 82% as a result of increasing the number of townhouse units to accommodate increased density in response to Planning Committee comments.

The variance for tandem parking in 97 units represents 90% of the total number of required residential parking spaces on the site. This does not comply with the percentage of tandem parking permitted in the Zoning Bylaw, but the variance can be considered on a site specific basis for this 'in-stream' application.

This 'in-stream' application was submitted to the City in 2011, before the 2012 amendments to the Richmond Zoning Bylaw to limit the percentage of tandem parking in multiple-family developments. The requested increased percentage of tandem parking is a direct result of revising the site plan to increase the number of townhouse units in response to comments from Planning Committee. As described above, six (6) townhouse units were added to the proposal to increase density on the site.

Development Applications and Transportation staff have reviewed the variance requested related to parking arrangement for this 'in-stream' application and have no concerns. A restrictive covenant to prohibit the conversion of the tandem garage area into habitable space is a requirement of rezoning.

All of the variances mentioned above will be reviewed in the context of the overall detailed design of the project, including architectural form, site design and landscaping at the Development Permit stage.

Financial Impact or Economic Impact

None.

Conclusion

In response to Planning Committee's referral:

- The applicant has considered land use and development options for the site and is proposing a revised density of 0.65 FAR and an addition of six (6) townhouses for a total of 108 units to increase the utilization of the site.
- The history of recreational uses on the site has been reviewed.
- Community Services Department staff has reviewed the potential implications of losing the existing on-site private recreation facility space. Staff advises that there is capacity in other facilities to serve the recreational needs of tennis and soccer players. In addition, with the City's lease expiring in early 2016, staff continues to have discussions with both the Rod and Gun Club and the Richmond Gymnastics Association about options for future locations.

The proposed 108-unit townhouse development is generally consistent with the Official Community Plan (OCP) regarding multi-family developments. With the noted variances above, the proposal generally meets the zoning requirements set out in the Medium Density Townhouses (RTM2) zone. Overall, the proposed land use, site plan, and building massing respects the adjacent single detached neighbourhood to the north. Further review of the project design is required to be completed as part of the Development Permit application review process.

The revised list of rezoning considerations is included as **Attachment F**, which has been agreed to by the applicant (signed concurrence on file).

On this basis, staff recommends support for the rezoning application.

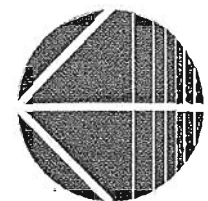
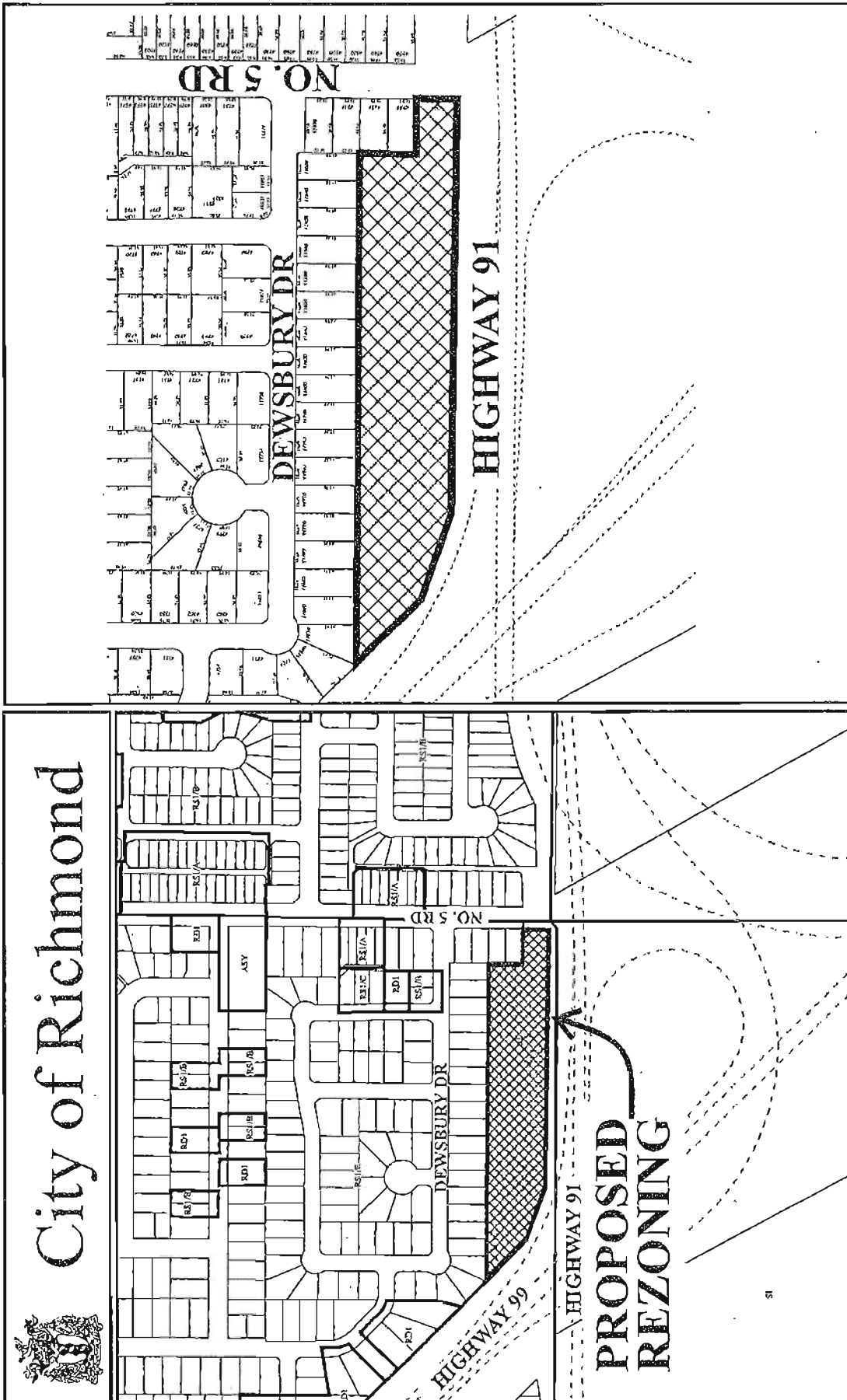


Sara Badyal, M. Arch, MCIP, RPP
Planner 2
(604-276-4282)

SB:blg

Attachments:

- Attachment A: Location Map & Aerial Photo
- Attachment B: Report to Committee dated January 16, 2012
- Attachment C: Revised Conceptual Development Plans
- Attachment D: Updated Development Application Data Sheet
- Attachment E: Memo from Vern Jacques, Senior Manager, Recreation and Sport Services (dated August 23, 2013)
- Attachment F: Revised Rezoning Considerations Concurrence



RZ 11-593406

Original Date: 11/14/11
 Revision Date: 11/15/11
 Note: Dimensions are in METRES



RZ 11-593406

Original Date: 11/14/11

Amended Date:

Note: Dimensions are in METRES



City of Richmond

Report to Committee Planning and Development Department

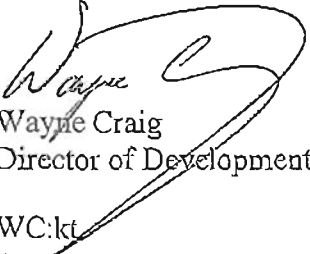
To: Planning Committee **Date:** January 16, 2012
From: Wayne Craig **File:** RZ 11-593406
Director of Development
Re: Application by Interface Architecture Inc. for Rezoning at 4991 No. 5 Road from
School & Institutional Use (SI) to Low Density Townhouses (RTL4)

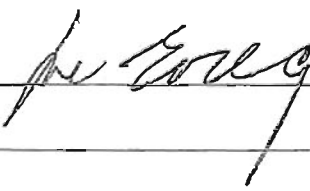
Staff Recommendation

1. That Official Community Plan Amendment Bylaw 8947:
 - To redesignate 4991 No. 5 Road from "Commercial" to "Neighbourhood Residential" in Attachment 1 to Schedule 1 of Official Community Plan Bylaw 9000 (City of Richmond 2041 OCP Land Use Map)
be introduced and given first reading.
2. That Official Community Plan Amendment Bylaw 8948:
 - To redesignate 4991 No. 5 Road from "School/Park Institutional" to "Residential" in Schedule 2.11B of Official Community Plan Bylaw 7100 (East Cambie Area Plan Land Use Map)
be introduced and given first reading.
2. That Bylaws 8947 and 8948, having been considered in conjunction with:
 - The City's Financial Plan and Capital Program
 - The Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plansare hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act.
3. That Bylaws 8947 and 8948, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, are hereby deemed not to require further consultation.

4. That Zoning Amendment Bylaw 8986:

- To rezone 4991 No. 5 Road from "School & Institutional Use (SI)" to "Low Density Townhouses (RTL4)"
be introduced and given first reading.


Wayne Craig
Director of Development
WC:kt
Att.

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Real Estate Services	<input checked="" type="checkbox"/>	
Affordable Housing	<input checked="" type="checkbox"/>	
Recreation Services	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	

Staff Report

Origin

Interface Architecture Inc. has applied to the City of Richmond for permission to rezone 4991 No. 5 Road (**Attachment 1**) from School and Institutional Use (SI) to Low Density Townhouses (RTL4) in order to permit the development of a 102 unit townhouse complex. The development proposal is predominantly three-storey, with some two-storey end units provided along the north interface to adjacent single-family properties, and a central single-storey amenity building. A preliminary site plan and building elevations are contained in **Attachment 2**.

The privately owned site currently contains four substantial buildings, an outdoor swimming pool, and surface parking areas. The existing commercial recreation complex includes a soccer store, licensed restaurant, and indoor sport facilities. The complex also includes a facility that is leased by the City for the operation of gymnastics, air pistol and archery programming. The lease is in effect until February 2016.

The developer is required to enter into a Servicing Agreement as a requirement of rezoning for the design and construction of: frontage improvements, storm sewer upgrades, and sanitary sewer extension.

Findings of Fact

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

Surrounding Development

To the North: Existing single-family dwellings fronting onto Dewsbury Drive on lots zoned Single Detached (RS1/E)

To the East: Existing single-family dwellings fronting onto No. 5 Road on lots zoned Single Detached (RS1/E), and across No. 5 Road is a rear lane and Ministry of Transportation and Infrastructure (MOTI) right-of-way for BC Highway 91

To the South: MOTI right-of-way for BC Highway 91

To the West: MOTI right-of-way for BC Highway 99

Related Policies & Studies

Official Community Plan (OCP)

The proposed development is located in the East Cambie planning area (**Attachment 4**). The application includes OCP amendments to amend the City of Richmond 2041 OCP Land Use Map Attachment 1 to Schedule 1 and also the East Cambie Area Plan Schedule 2.11B. The City of Richmond 2041 OCP Land Use Map is proposed to be amended by changing the designation of the subject site from "Commercial" to "Neighbourhood Residential". The East Cambie Area Plan Land Use Map is proposed to be amended by changing the designation of the subject site from "School/Park Institutional" to "Residential". The proposed low density townhouse land use complies with the amendments.

The applicant is requesting the change in land use to redevelop the commercial sports recreation complex into a townhouse development. The change is sought as the owner has expressed concerns about the continued economic viability of the business at this location. The addition of townhouses will help to address Richmond's growing population with a variety of housing to complement the adjacent single family neighbourhood.

OCP Aircraft Noise Sensitive Development (ANSD) Policy

The site is located within Area 2 (High Aircraft Noise Area) of the ANSD map (**Attachment 5**). Area 2 does not allow for consideration of new single family, but does allow consideration of all other Aircraft Noise Sensitive Land Uses (including dwelling units). The policy also requires the registration of a restrictive covenant on title to address aircraft noise mitigation and public awareness. Registration of an aircraft noise sensitive use restrictive covenant is a requirement of rezoning.

This legal agreement is intended to identify that the proposed development must be designed and constructed in a manner that mitigates potential aircraft noise within 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 Level (decibels)
Bedrooms	35 decibels
Living, dining, recreation rooms	40 decibels
Kitchen, beathrooms, hallways, and utility rooms	45 decibels

- b) The ASHRAE 55-2004 "Thermal Environmental Conditions for Human Occupancy" standard for interior living spaces.

As part of the required Development Permit, the applicant is required to submit a report and recommendations prepared by an appropriate registered professional, which demonstrates the interior noise levels and thermal conditions comply with the policy and the required covenant. These are also required to be incorporated into the future Building Permit.

A preliminary acoustic study prepared by BKL Consultants in Acoustics has been submitted to the City. The study includes recommendations for construction upgrades to the roof and walls, upgrades to windows for bedrooms, and installation of a sound barrier wall along the highway frontage. The Ministry of Transportation and Infrastructure requires the developer to install a sound barrier as a buffer to Highway 91 and the ramp onto Highway 91 (See MOTI section below). MOTI approval, including an arrangement to construct the sound barrier is a condition of rezoning.

Floodplain Management Implementation Strategy

The applicant is required to comply with the Flood Plain Designation and Protection Bylaw (No. 8204). In accordance with the Flood Management Strategy, a Flood Indemnity Restrictive Covenant is required prior to rezoning bylaw adoption. The subject site is located in Area A, which requires a minimum flood construction level of 2.9 m GSC for habitable space, or no lower than 0.3 m above the highest crown of road.

The proposal complies, with a ground floor level of approximately 3.0 m, which is 0.3 m above the highest crown of No. 5 Road in front of the subject site. In the portions of the site where neighbouring properties are lower than the required flood construction level, the proposed design has yards that slope down to meet the existing grade at the property lines. This improves the transition to neighbouring properties and successful tree retention.

Affordable Housing Strategy

The applicant proposes to make a cash contribution in accordance to the City's Affordable Housing Strategy. As the proposal is for townhouses, the applicant is making a cash contribution of \$2.00 per buildable square foot as per the Strategy (e.g. \$258,050).

The City's existing Affordable Housing Strategy requires townhouse developments to provide a cash contribution, regardless of the size of the development. The large size of the subject townhouse rezoning application is rare, but a cash contribution is appropriate given the City's existing policy.

Community Services staff are currently reviewing the City's Affordable Housing Strategy, and are anticipating submitting a separate staff report for Council consideration later this year. The review will include looking at contribution rates for all forms of development, and the provision of Affordable Housing units in larger scale townhouse developments.

Public Art Policy

Staff are working with the applicant to explore opportunities to participate in the City's Public Art Program. The applicant will participate in the City's Public Art Program with installation of Public Art as a part of the development in the amount of \$0.75 per buildable square foot of residential space (e.g. \$96,770), or City acceptance of a cash contribution in the same amount to the City's Public Art fund. This will be further investigated through the required Development Permit application.

City Lease

The privately owned site currently contains a mix of private and community sport programming, as well as retail and restaurant spaces. The City has an existing lease for indoor facilities on the site for the operation of gymnastics, air pistol and archery programming until February 2016.

Community Services staff have reviewed the proposal and are not opposed to the rezoning proceeding as the lease secures the facility until 2016.

The property owner has advised City staff that they would be willing to allow the City to terminate the lease should the City so desire.

Prior to final adoption of the Rezoning, Community Services staff will provide a separate staff report presenting information for Council consideration regarding:

- How gymnastics programming may be accommodated as part of the City's Capital plan.
- Business terms associated with lease termination in the event that the City and the property owner come to an agreement on terminating the lease prior to February 2016.

The applicant is proposing to contribute \$700,000 towards the City's Leisure Facilities Reserve Fund as a requirement of rezoning. This amenity contribution was reviewed in consultation with Community Services, Recreation Services, and Real Estate Services staff. Staff agreed that the contribution could assist the City in replacing the existing gymnastics facility given that it is only secured until February 2016. The proposed amenity contribution does not impact the City's ability to continue to utilize the lease space until the lease expiration in February 2016.

Consultation

BC Ministry of Transportation and Infrastructure (MOTI)

Approval from the BC Ministry of Transportation & Infrastructure (MOTI) is a requirement of rezoning as the subject site is located within 800 m of a controlled access to a Provincial Highway. Staff have reviewed the rezoning application with MOTI staff and impact of highway noise on future residents is a concern. MOTI requires that the developer install sound barrier fencing inside the MOTI right-of-way at the top of bank. Approximately 450 m of barrier will be constructed by the developer through a separate MOTI permit process. MOTI will take over ownership & maintenance of the barrier once completed.

Vancouver International Airport (YVR)

This application was not referred to YVR because the proposed multi-family land use complies with the OCP Aircraft Noise Sensitive Development Policy. As discussed above, the property is located in Area 2 of the policy, which allows for consideration of all new aircraft noise sensitive land uses, except single family. As a courtesy, staff has provided information regarding the rezoning application to YVR staff.

School District No. 38 (Richmond)

This application was not referred to School District No. 38 (Richmond) because it does not have the potential to generate 50 or more school aged children. According to OCP Bylaw Preparation Consultation Policy 5043, which was adopted by Council and agreed to by the School District, residential developments which generate less than 50 school aged children do not need to be referred to the School District (e.g., typically around 295 multiple-family housing units). As a courtesy, staff has provided information regarding the rezoning application to school district staff.

Public Input

The development application process to date has included a public information meeting before the rezoning application was submitted to the City and the installation of informational signage on the site. The Public Hearing will include notification to neighbours and local newspaper advertising. Public input has been received through the open house meeting and correspondence.

The applicant hosted a public information meeting before submitting a rezoning application to the City. Approximately 21 to 25 people attended the meeting which was held from 5pm to 8 pm on June 20, 2011 at the East Richmond Community Hall on Cambie Road. Invitations were delivered to more than 150 properties, including properties in the neighbourhood north of the site and properties in the block on the opposite side of No. 5 Road (**Attachment 6**). The development team provided a presentation on a preliminary design proposal (massing sketches, typical floor plan and elevations). The following concerns about the development proposal were expressed at the meeting (with response included in *'bold italics'*):

- Three-storey building height – *In response to the concern, building height was stepped down to provide two-storey units for the majority of the north edge of the site, which is the interface to single-family properties fronting onto Dewsbury Drive. Overall, the development is predominantly Three-storey in height, which is typical for townhouse development throughout the City and allows for more consolidated building footprints and increased open space.*
- Excessive vehicle speed of No. 5 Road traffic – *Speeding has been an issue for northbound vehicles. A speed study conducted in July 2011 indicated an average speed on No. 5 Road in the northbound direction of 70 kph over a one-week period, which is significantly higher than the 50 kph speed limit. As a result, staff have notified RCMP to target enforcement along the No. 5 Road corridor, between Cambie Road and the Highway 91 overpass.*
To help reduce vehicle speeding, installation of a digital speed board is a requirement of rezoning.
- Safety crossing No. 5 Road – *There is a special crosswalk on No. 5 Road at McNeely Drive, adjacent to the bus stops and approximately 250 m north of the subject site. Staff will continue to monitor pedestrian activity in the area.*
- Lack of a sidewalk south of the site to the Nature Park – *Staff have forwarded the request to MOTI as the highway right-of-way south of the subject site is under their jurisdiction. The frontage of the subject site will be upgraded as a requirement of the rezoning. A new sidewalk will be pulled away from the street edge behind a landscaped boulevard to improve the pedestrian environment in front of this site. Concrete sidewalk exists along the west side of No. 5 Road from Cambie Road south to the abutment of the Highway 91 overpass, linking the residential areas to the Cambie shopping centre.*
- Difficulty for the neighbourhood (Dewsbury, Deerfield and Dumont) to gain access to/from No. 5 Road – *The existing recreation facility generates traffic that is higher than the estimated traffic that will be generated by the proposed townhouse development according to the Traffic Study submitted to the City. With the proposed change to a townhouse development, it is estimated that there will be a slight increase in traffic generated in the morning peak hour of about 15 vehicles and a reduction in the afternoon peak hour of*

approximately 35 vehicles. The 15 additional vehicles in the morning is anticipated to have minimal impact to the surrounding road system as it translates to just one additional car every four minutes and can be accommodated by the adjacent road network capacity and geometry with no significant impact to traffic on the nearby streets. In the evening, traffic to and from this site will reduce.

- Neighbours are finding too many cars being parked in front of their homes – *The existing recreation facility can have surges in parking demand, due to special events. The proposed townhouse use will generate a more regular and consistent traffic and parking pattern as compared to the existing recreation facility, with less likelihood for parking to spillover to the residential neighbourhood.*

The proposed development meets the off-street parking requirement in the Zoning bylaw with two parking spaces for each unit and 21 visitor parking spaces. Through the Development Permit review, the applicant and staff will explore opportunities to provide additional visitor parking on-site.

Restricted parking is generally permitted along No. 5 Road, although it is not permitted in the MOTI highway ROW to the south. On the west and east sides of No. 5 Road in front of the site and northward to Cambie Road, parking is permitted from 6pm to 7am. On the east side, it is also permitted from 9 am to 4 pm.

The City's Traffic Control and Regulation Bylaw restricts parking in front of a residential house over three hours. Residents experiencing parking issues are encouraged to contact the RCMP non-emergency line.

- Proposed density was too high; it would generate too much noise and potential unwanted activity – *Low density townhouse zoning (RTL4) is proposed, with a maximum floor area ratio of 0.6 and maximum building height of three-storeys.*
- Shadowing of the backyards of the adjacent neighbours to the north – *The design minimizes the shadow impact at the north edge of the site by minimizing the building massing along the shared north property line through turning the buildings, stepping down the building height from three-storey to two-storey for end units, increasing the side yard setback for two-storey units, and providing a larger setback for three-storey units.*
- Lack of a grocery store in the neighbourhood – *Retail grocery store development is not proposed.*
- City owned park use preferred – *Community Services staff have reviewed the proposal and are not opposed to the rezoning. The City has no plans to acquire the site for park use. The neighbourhood is served by the Nature Park and King George Park.*
- Single-family use preferred – *Because the site is located within a High Aircraft Noise Area, new single-family land use at this location would not comply with the OCP (see Aircraft Noise Sensitive Development section above). Multi-family development with acoustic and thermal measures to ensure resident comfort is recommended.*
- Construction process site vibration and noise – *The developer has been provided with a copy of the City's good neighbour brochure, which provides information to developers regarding construction disturbance in single-family neighbourhoods. The developer is required to comply with the City's noise bylaw which addresses the permitted level of noise, and hours of construction.*

- Impacts of the development on property taxes for neighbours – *Staff are not aware that the development proposal will significantly impact the property taxes for the neighbours.*

Public correspondence has been received regarding the public information meeting and regarding the rezoning application (**Attachment 7**). Residents of the adjacent single-family neighbourhood to the north expressed the following concerns (with response included in '*bold italics*')

- Excessive vehicle speed of No. 5 Road traffic – *This concern was also raised at the public information meeting. See comments above.*
- Increased traffic volume worsening the existing difficulty for the neighbourhood (Dewsbury, Deerfield, Dumont, McNeely and Dallyn) to gain access to/from No. 5 Road and to/from Cambie Road – *This concern was also raised at the public information meeting. See comments above.*
- Overflow street parking as a result of garages being used for storage instead of parking. During Sportstown special events (ie. tennis tournament), our streets are littered with the cars of the patrons, as no parking is permitted on No. 5 Road – *This concern was also raised at the public information meeting. See comments above.*
- Loss of amenities: restaurant, gymnastics, tennis and outdoor swimming pool – *The subject site is a privately owned commercial site and the property owner has expressed concerns about the economic viability of the commercial facility. The proposal does result in the loss of amenities on this privately owned site, however, amenities are available elsewhere in the City. There are nearby restaurants at the Cambie Neighbourhood Service Centre at No. 5 Road and Cambie Road and additional commercial amenities may be considered through the future planning of the Neighbourhood Service Centre. As noted above, the City has secured space on the subject site for gymnastics programming until the lease expires in February 2016. Prior to final adoption of the rezoning, Community Services staff will provide information for Council consideration regarding gymnastics programming. Indoor tennis is available to the public in Minoru Park and Steveston Park. The small outdoor swimming pool on the site is not part of the inventory of public serving aquatic facilities.*
- Safety of proposed townhouse units from potential highway accidents – *This is under the jurisdiction of MOTI, who have reviewed the proposed redevelopment of this site.*
- Noise and pollution from highway traffic and townhouse residents – *As suggested by MOTI, the developer has agreed to construct sound barrier fencing along the highway interface as a requirement of rezoning.*
- Single-family use preferred – *This concern was also raised at the public information meeting. See comments above.*
- Location may result in the units being purchased as investments, rented out, and used as grow ops and drug labs – *The townhouse proposal will complement the single-family neighbourhood with housing choice.*
- Impact of secondary access on Dewsbury Road – *A single driveway to No. 5 Road is proposed for the development. There is no access to Dewsbury Road. A secondary emergency access is not required for this development; fire suppression sprinkler systems are required for the rear portion of the townhouse development.*

Staff Comments

Staff Technical Review comments are included. No significant concerns have been identified through the technical review.

Tree Retention and Replacement

	Existing	Retained	Compensation
On-site trees	24	10 trees retained 3 trees relocated	2:1 replacement ratio for removal of 11 trees
Off-site trees on neighbouring properties	5 trees 2 hedges	5 trees 2 hedges	To be protected
Off-site trees in MOTI Highway ROW	39	39	To be protected
Off-site trees in City boulevard	3	3	To be protected

- A Tree Survey and a Certified Arborist's report were submitted in support of the application and reviewed by the City's Tree Preservation Coordinator. A Tree Preservation Plan is included in **Attachment 2**.
- The developers are not permitted to endanger neighbouring off-site trees, as detailed in the City of Richmond Tree Protection Information Bulletin Tree-03. These include: three (3) street trees (Tag# A, B and C) in the adjacent No. 5 Road boulevard; five (5) trees and two (2) hedges (Tag# D, E, F, G, H, J and Hedge) in the adjacent properties to the north; and 39 off-site trees located in the MOTI highway ROW to the south.
- The City's Tree Preservation Coordinator reviewed the Arborist's Report and concurs with the removal of 11 bylaw-sized trees onsite, including:
 - Two (2) trees (Tag#524 and 525) located up against the existing building at the main entry, which have been previously topped and should be removed and replaced;
 - Five (5) trees (Tag#573, 577, 578, 579 and 580) located along the north property line in poor condition; and
 - Four (4) trees (Tag#562, 564, 568 and 569) located along the southwest property line in poor condition.
- The developers have agreed to retain and protect 10 trees onsite:
 - Four (4) trees located along the north property line, including a Sawara Cypress, two (2) Norway Spruces and a Dawn Redwood (Tag# 572, 574, 575 and 576).
 - One (1) Willow Oak (Tag# 522) in the No. 5 Road streetscape.
 - One (1) Norway Spruce (Tag# 570) at the west corner of the site.
 - A group of Biter Cherry trees (Tag# 571) at the southwest edge of the site.

Note: four (4) trees in this grouping are on the development site and two (2) are on the Highway Right-of Way (ROW).

- The developers have agreed to protect and relocate three (3) Japanese maple trees (Tag# 526, 527 and 528) located in a raised planting bed at the main entry to the existing building. An appropriate location on site will be determined through the Development Permit application. Written confirmation from a tree moving company that these trees will be relocated on site is a requirement of rezoning.
- The project Arborist recommends removing 2 of the 5 neighbouring off-site trees in the adjacent property to the north at 11660 Dewsbury Drive (tag# E and H) due to their existing poor condition. The developer has delivered this information to the property for the owner's consideration. A tree removal permit application may be submitted to the City for consideration with the written permission from the adjacent property owner with whom the trees are shared. These trees will be protected unless the neighbouring owner grants permission for their removal.
- The project Arborist recommends removing seven (7) of the 39 neighbouring off-site trees in the MOTI highway ROW. The developer is discussing this information with MOTI and the applicant must obtain written permission from the MOTI prior to removal of any of these trees.
- Based on the 2:1 tree replacement ratio goal stated in the Official Community Plan (OCP), 22 replacement trees are required for the removal of 11 bylaw-sized trees. According to the Preliminary Landscape Plan included in **Attachment 2**, the developer is proposing to exceed this number of replacement trees on site to supplement the ten (10) retention trees and three (3) relocated trees. The landscape plan will be further refined through the required Development Permit application.
- The Certified Arborist will need to work with the Architect, Landscape Architect and Civil Engineer to ensure the design accommodates the tree and hedge protection. The design will be further reviewed and refined at the Development Permit stage.
- Tree protection fencing is required to be installed to City standards prior to any construction activities occurring on site. In addition, a contract with a Certified Arborist to monitor all works to be done near or within the tree protection zone is a requirement of rezoning.

Site Servicing

An upgrade to the existing storm sewer along No. 5 Road is required. Approximately 85 m of the existing storm sewer pipe is required to be upgraded from 450 mm diameter pipe to the larger of 900 mm or OCP size. The works extend beyond the site frontage to tie into the two (2) existing storm manholes along No. 5 Road (storm manholes STMH6923 and STMH6922). A site analysis will be required on the Servicing Agreement drawings (for site connection only).

An independent review of servicing requirements has concluded that the existing sanitary sewer along Dewsbury Drive will support the proposed development with the addition of an extension to accommodate site connection. Approximately 150 m of new 200 mm diameter sanitary sewer is required to be constructed along No. 5 Road and Dewsbury Drive to connect the southeast corner of the subject site with the closest sanitary manhole on Dewsbury Drive (sanitary manhole SMH5377).

At future Building Permit stage, the developer is required to submit fire flow calculations signed and sealed by a professional engineer based on the Fire Underwriter Survey to confirm that there is adequate available water flow. Due to the depth of the lot and single driveway, water flow will be required to service on-site private hydrants and sprinklers.

Transportation

One (1) driveway off No. 5 Road is proposed for the large townhouse development on a deep lot.

Frontage improvements are a requirement of rezoning. The developer is required to enter into a Servicing Agreement for the design and construction of frontage improvements including, but are not limited to: new 1.5 m wide concrete sidewalks at the new property line and grass boulevard with street trees to the existing curb.

In response to neighbourhood concerns, the applicant proposes to contribute \$10,000 towards a speed-reader board as a requirement of rezoning. This contribution will facilitate the installation of one (1) speed-reader board. The proposed location of the board is on the east side of No. 5 Road between the Highway 99 and Highway 91 bridges which is primarily a highway shoulder environment. The intent of the speed-reader board is to provide real-time feedback to drivers on their current speed with the objective of deterring speeding. This measure is aimed to help address vehicular speeding in the northbound direction on No. 5 Road and remind drivers to slow down in light of the unique conditions of this section of No. 5 Road where vehicles in the northbound direction tend to gain speed due to the downward grade from the Highway 99 overpass.

Staff do not intend use similar speed-reader boards as a regular measure to address speeding issues in other urban streets as it is recognized that there may be adverse aesthetic impacts. After installation of the proposed board, Transportation staff will monitor its effectiveness and will remove it if deemed ineffective.

Indoor Amenity Space

The applicant is proposing to provide an indoor amenity building located in the central outdoor amenity area. The proposed size meets the Official Community Plan (OCP) guidelines. The detailed design will be refined as part of the Development Permit application.

Outdoor Amenity Space

The proposed outdoor amenity space size meets the Official Community Plan (OCP) guidelines. Pedestrian paths are provided throughout the site and consolidated outdoor space is proposed to be provided in three areas on the site: a west children's play area, a central amenity space, and an east entry gateway. The design of the children's play area and landscape details will be refined as part of the Development Permit application.

Analysis

The proposal is generally in compliance with the development guidelines for multiple family residential developments. The proposed height, siting and orientation of the buildings respect the massing of the existing single-family homes to the north and east. The 11 units immediately adjacent to neighbouring single-family dwellings have been reduced in height to two-storeys and have a setback of 4 m. Only units with a greater setback (more than 6 m) have a building height of three-storeys. The building height and massing will be controlled through the Development Permit process.

Requested Variances

The proposed development is generally in compliance with the Medium Density Townhouses (RTL4) zone. The applicant is requesting the following variances for the project:

- Reduce the minimum rear yard from 6 m to 3.9 m for the southwest corner of the last building (Building 22).
- Allow tandem parking spaces in eighty-three (83) of the units.

All of the variances mentioned above will be reviewed in the context of the overall detailed design of the project, including architectural form, site design and landscaping at the Development Permit stage.

Transportation staff have reviewed the variance requested related to parking arrangement and have no concerns. A restrictive covenant to prohibit the conversion of the tandem garage area into habitable space is a requirement of rezoning.

Transportation staff are currently reviewing the City-wide provision of tandem parking in townhouse development and are anticipating submitting a separate staff report for Council consideration this spring.

The variance for tandem parking in 83 units represents 81.4% of the total number of units. Staff will continue to work with the applicant through the required Development Permit process to investigate opportunities to reduce the percentage of units with tandem parking and increase the number of visitor parking spaces, including any recommendations that may come out of the City-wide tandem parking review.

Design Review and Future Development Permit Considerations

A Development Permit will be required to ensure that the development is sensitively integrated into the neighbourhood. Through the Development Permit application review process, the following issues will to be further examined and additional issues may be identified:

- Review of detailed building form and architectural character.
- Review of detailed landscaping design.

- Review of fire fighting provisions. Due to the lot depth and single vehicle access, most of the buildings are required to have sprinklers, the site layout is required to provide opportunities for fire trucks to turn around, and private hydrants are required to be provided onsite. Richmond Fire Rescue has reviewed the proposal and does not object to the rezoning.
- Review of opportunities to increase the number of visitor parking spaces.
- Review of convertible and aging in place features. Seven (7) convertible units are proposed and aging in place features are proposed in all units.
- Review of site design and grade for the survival of protected trees.

Financial Impact or Economic Impact

None.

Conclusion

The proposed 102-unit townhouse development is generally consistent with the Official Community Plan (OCP) regarding multi-family developments. With the noted variances above, the proposal generally meets the zoning requirements set out in the Low Density Townhouses (RTL4) zone. Overall, the proposed land use, site plan, and building massing respects the adjacent single-family neighbourhood to the north. Further review of the project design is required to be completed as part of the Development Permit application review process.

The list of rezoning considerations is included as Attachment 8, which has been agreed to by the applicants (signed concurrence on file).

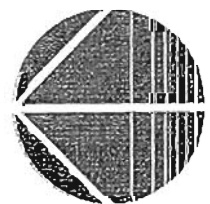
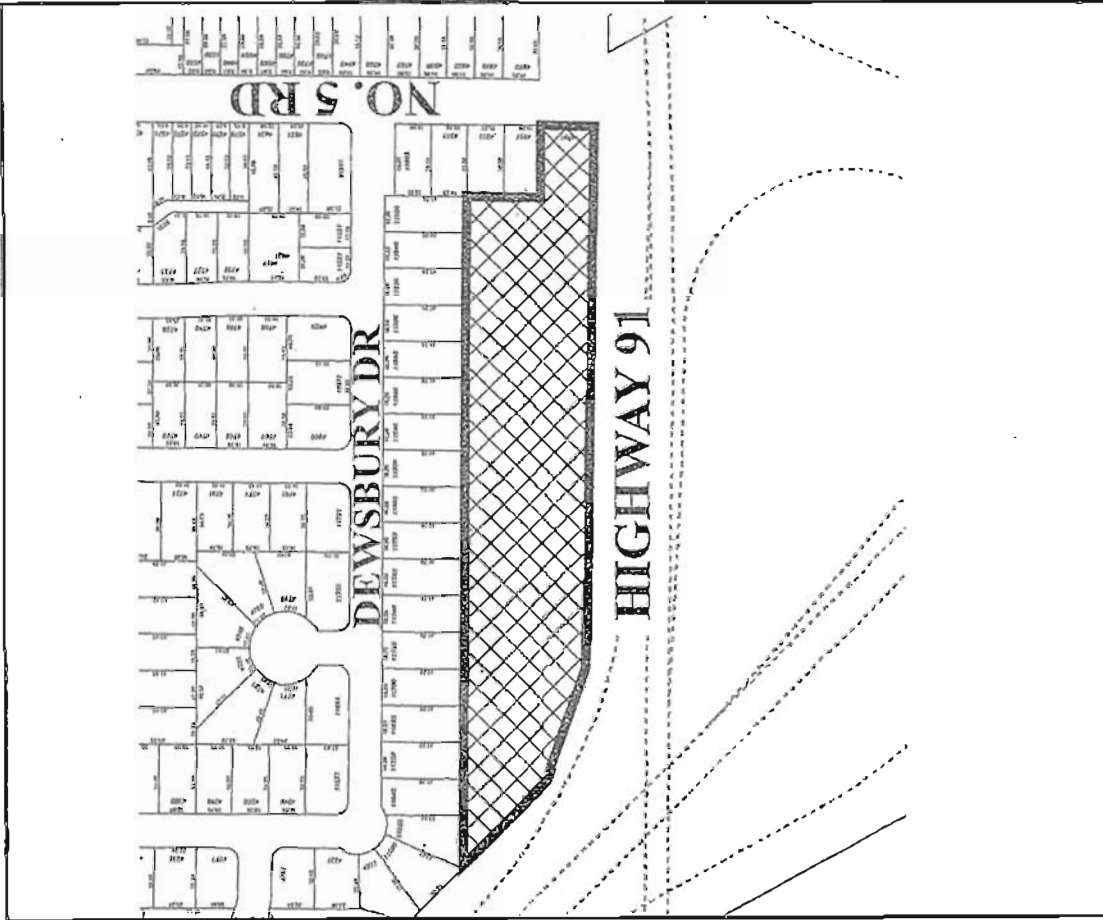
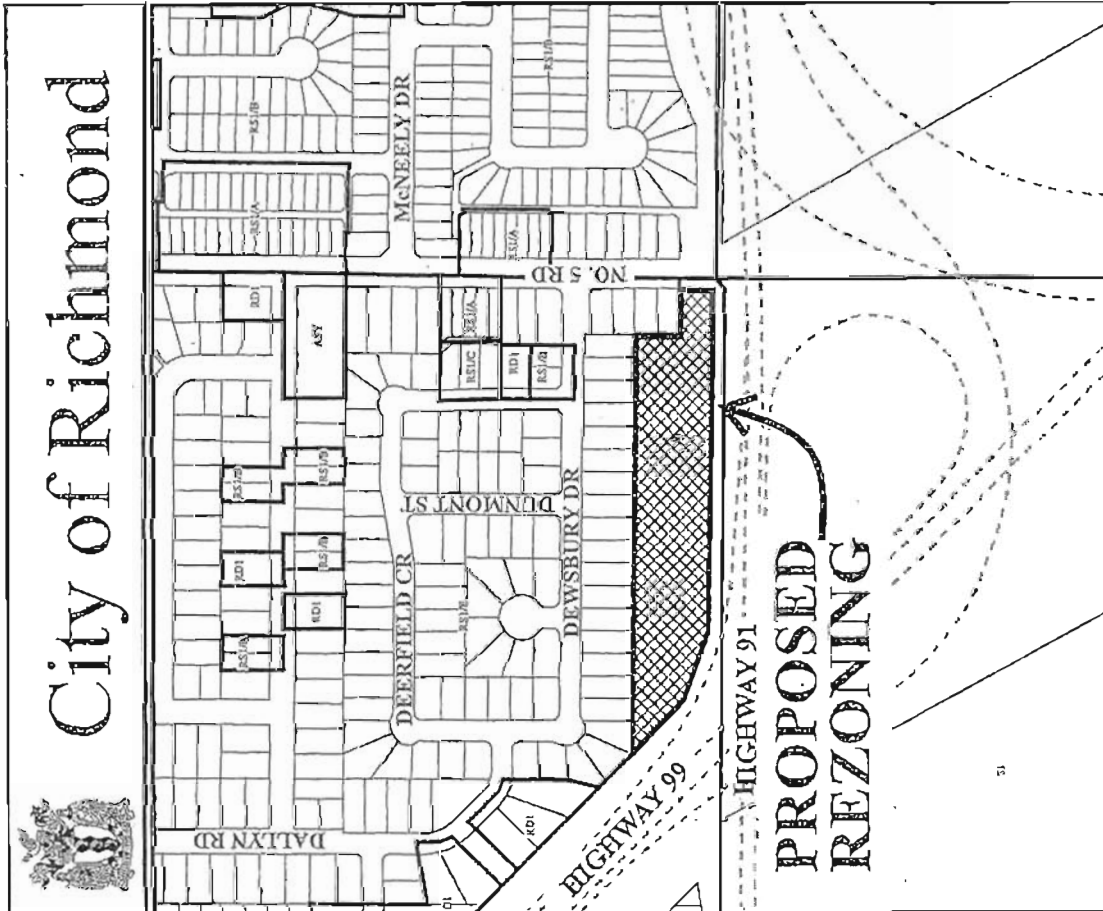
On this basis, staff recommends support for the rezoning application.



Sara Badyal, M. Arch, MCIP, RPP
Planner 2

SB:kt

- Attachment 1: Location Map & Aerial Photo
- Attachment 2: Conceptual Development Plans
- Attachment 3: Development Application Data Sheet
- Attachment 4: East Cambie Planning Area Site Context Map
- Attachment 5: OCP Aircraft Noise Sensitive Development Policy Context Map
- Attachment 6: Open House Notification Area Map
- Attachment 7: Public Correspondence
- Attachment 8: Rezoning Considerations Concurrence



RZ 11-593406

Original Date: 11/14/11

Revision Date: 12/19/12

Note: Dimensions are in METRES



RZ 11-593406

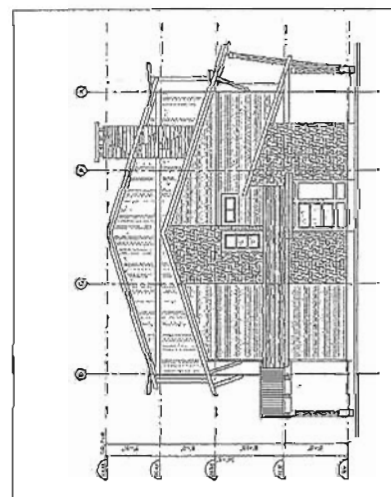
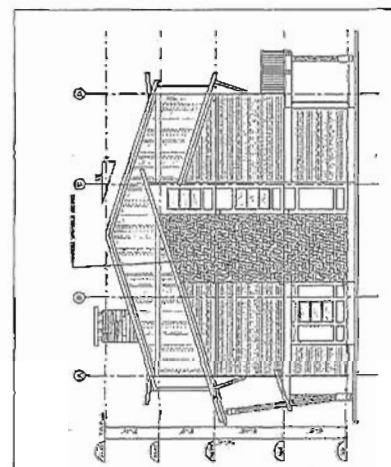
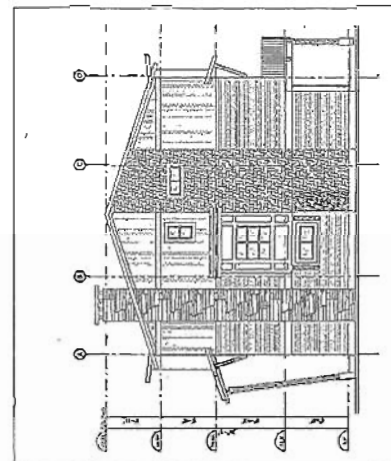
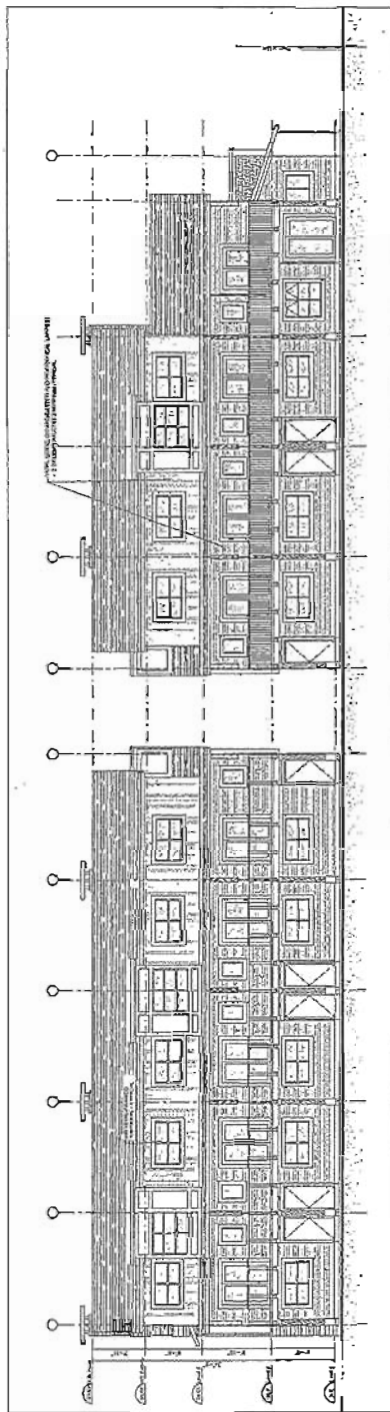
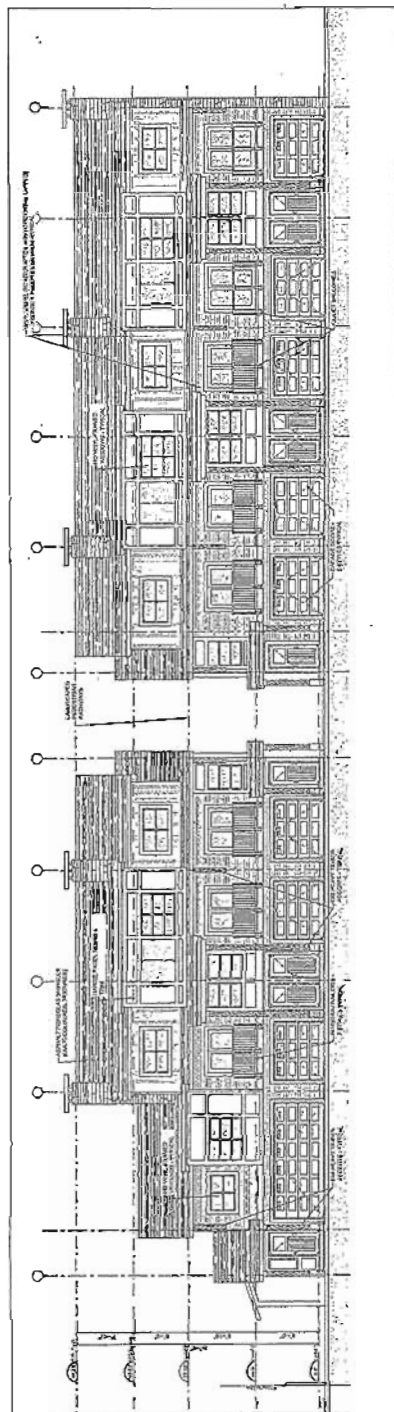
CNCL - 257

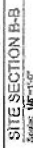
Original Date: 11/14/11

Amended Date:

Note: Dimensions are in METRES

INTERPAGE: 800-838-3338 10000 Highway 101 Richmond, BC Canada V6V 3J9 T 604 274 1132 F 604 274 1133 www.interpage.com	PROJECT: Proposed 100,000 sq. Townhome Development 497 W. 5 th Street, Vancouver, B.C.	PREPARED BY: SCOTT SMITH	DATE: April 18, 2001	PROJECT NO.: 000-210	CHOSBY BY: WPS	SHEET TITLE: TYPICAL BUILDING ELEVATIONS	VERSION: A2.1

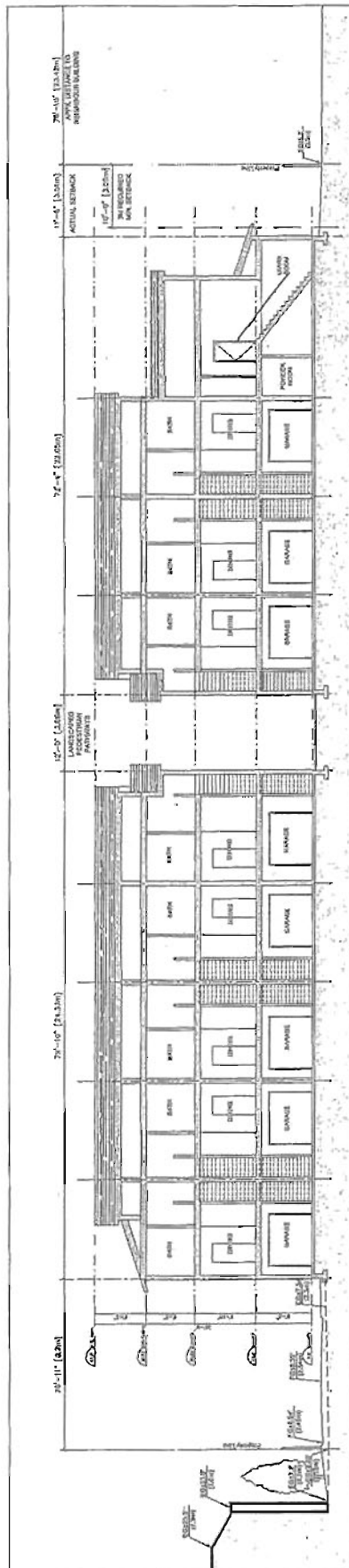


[illegible]

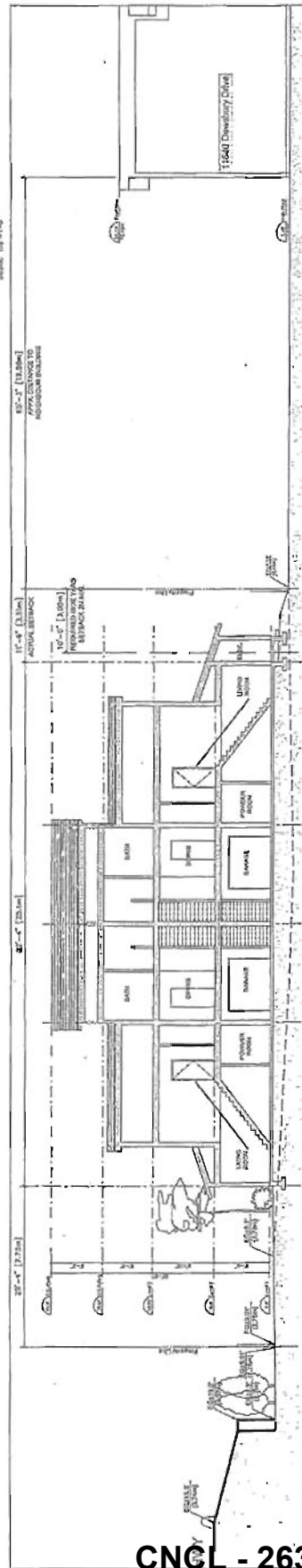
Suite 230
 11550 Cepelia Place
 Richmond BC
 Canada V6X 2Z8
 T 604 271 1162
 F 604 271 1148
www.1000hours.com

PROJECT	Proposed 100-Mile Tribal Development 499 W. Street, Albuquerque, N.M.
PROJECT NO.	1158
SCALE	As Noted
SHEET	Approved 10-28-2014
DATE	10-28-2014
DESIGNED BY	JNG, WBS
CHECKED BY	WBS
SHEET TITLE	WBS SECTION-4
PROJECT	A3.1

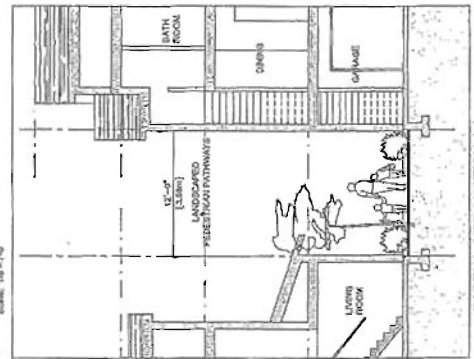
A3.1



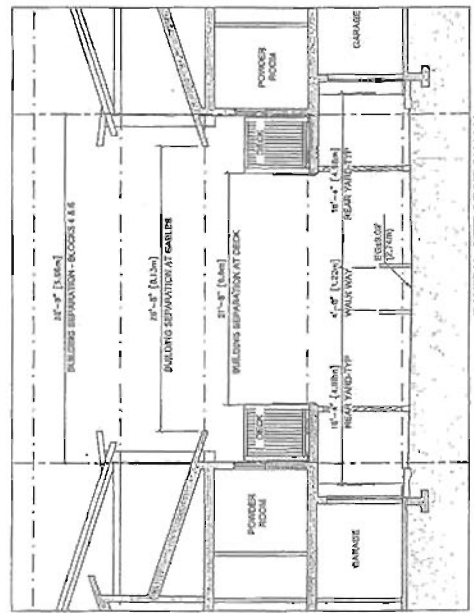
SITE SECTION F-F



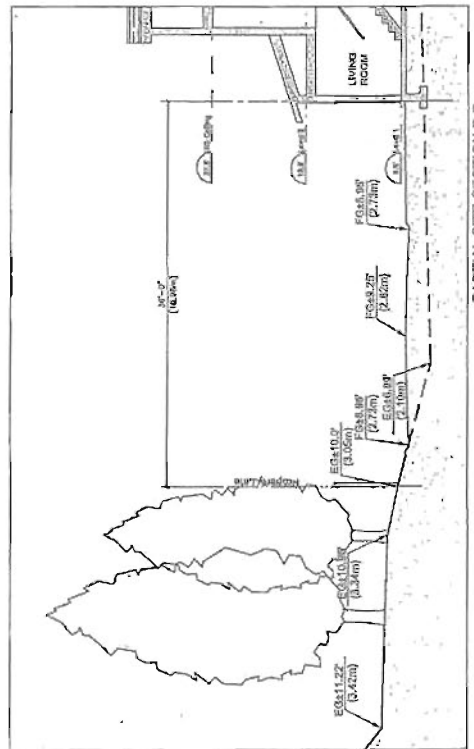
SITE SECTION G-G



PARTIAL SITE SECTION J-J

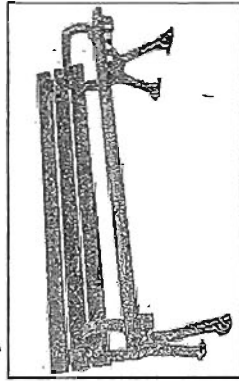


PARTIAL SITE SECTION H-H
Scale: 20' H=1"

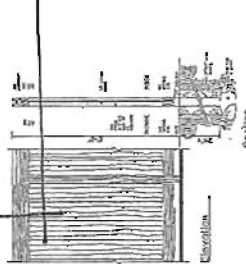


PARTIAL SITE SECTION E-E
Scale: 20' H = 1" V

PRELIMINARY
LANDSCAPING
DESIGN
CONCEPT
ONLY

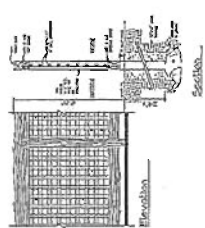


BENCH DETAIL
BRAND: FRANCES ANDREU
MODEL: Cast-Series 10, C10-BA
LENGTH: 10'

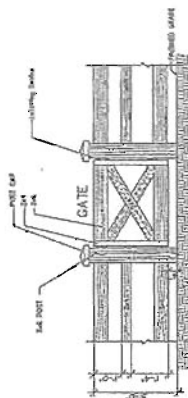


Perimeter Solid Wood Fence (Back Yard)
scale: 1/2"=1'-0"

NOTES:
1. All fence and gate to be 6" x 6" heavy pressure treated.
2. All fence and gate to be 6" x 6" heavy pressure treated.
3. All fence and gate to be 6" x 6" heavy pressure treated.
4. All fence and gate to be 6" x 6" heavy pressure treated.

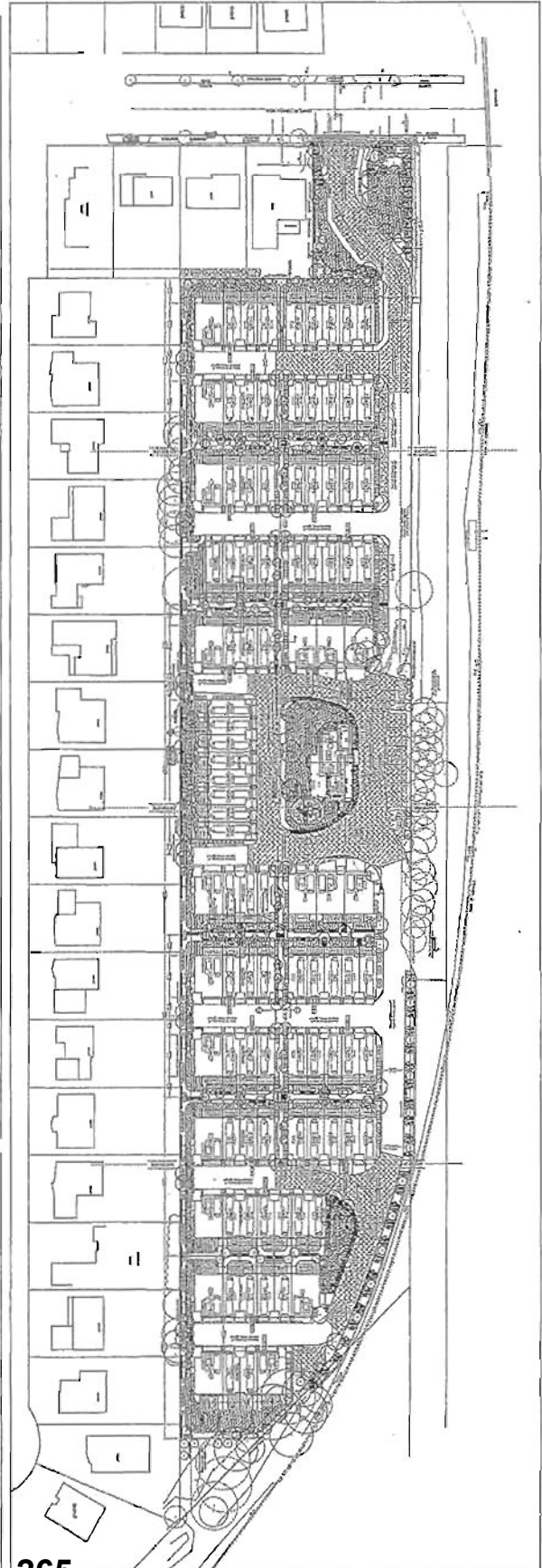


Lattice Screen Fence (Front Yard)
scale: 1/2"=1'-0"

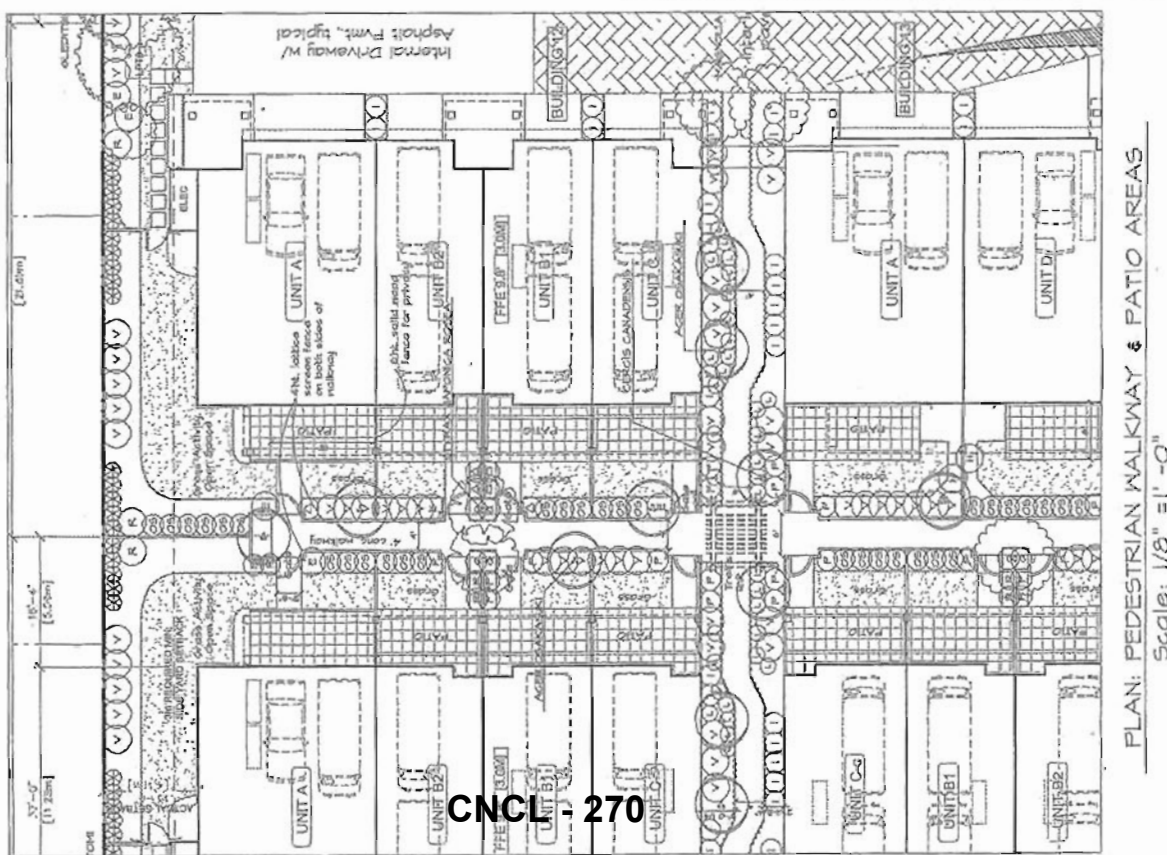
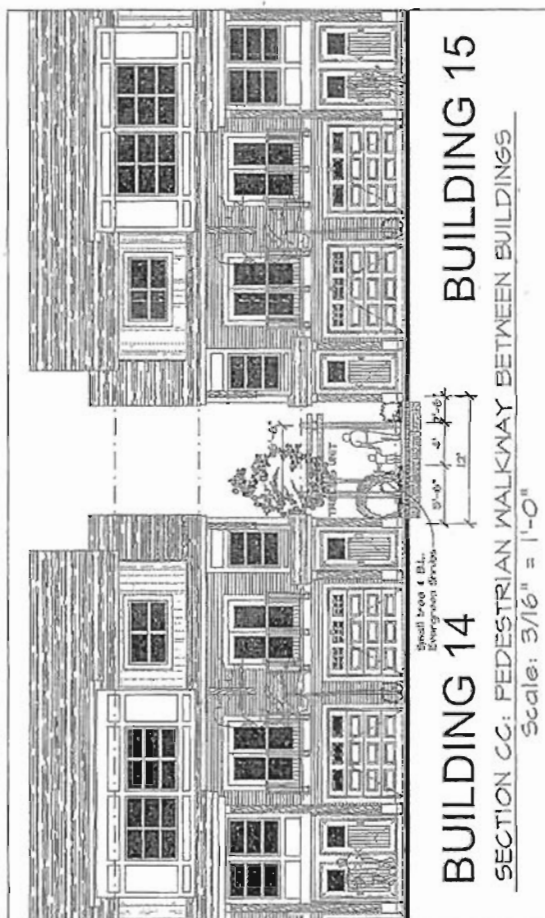


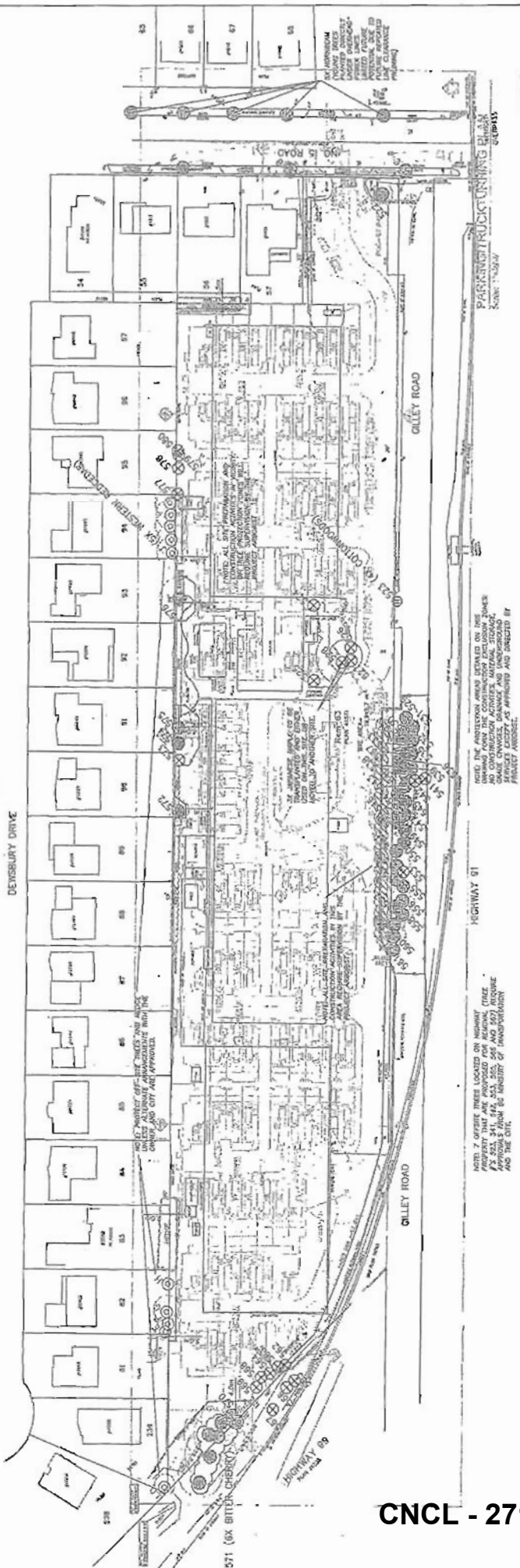
Perimeter Open Wood Fence Along Highway
scale: 1/2"=1'-0"

NOTES:
1. All fence and gate to be 6" x 6" heavy pressure treated.
2. All fence and gate to be 6" x 6" heavy pressure treated.
3. All fence and gate to be 6" x 6" heavy pressure treated.
4. All fence and gate to be 6" x 6" heavy pressure treated.

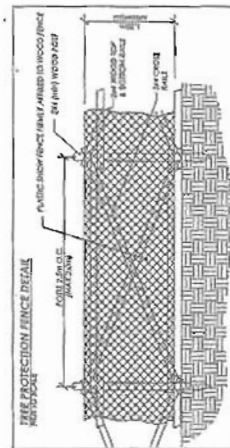


PROJECT NO. 1001301 SCALE 1/8"=1'-0" DATE September 2002 DRAWN BY JMA CHECKED BY PROJECT TITLE LANDSCAPE SITE PLAN Overall Site Plan		INTERFAC: 1001301-01 1001301-02 1001301-03 1001301-04 1001301-05 1001301-06 1001301-07 1001301-08 1001301-09 1001301-10 1001301-11 1001301-12 1001301-13 1001301-14 1001301-15 1001301-16 1001301-17 1001301-18 1001301-19 1001301-20 1001301-21 1001301-22 1001301-23 1001301-24 1001301-25 1001301-26 1001301-27 1001301-28 1001301-29 1001301-30 1001301-31 1001301-32 1001301-33 1001301-34 1001301-35 1001301-36 1001301-37 1001301-38 1001301-39 1001301-40 1001301-41 1001301-42 1001301-43 1001301-44 1001301-45 1001301-46 1001301-47 1001301-48 1001301-49 1001301-50 1001301-51 1001301-52 1001301-53 1001301-54 1001301-55 1001301-56 1001301-57 1001301-58 1001301-59 1001301-60 1001301-61 1001301-62 1001301-63 1001301-64 1001301-65 1001301-66 1001301-67 1001301-68 1001301-69 1001301-70 1001301-71 1001301-72 1001301-73 1001301-74 1001301-75 1001301-76 1001301-77 1001301-78 1001301-79 1001301-80 1001301-81 1001301-82 1001301-83 1001301-84 1001301-85 1001301-86 1001301-87 1001301-88 1001301-89 1001301-90 1001301-91 1001301-92 1001301-93 1001301-94 1001301-95 1001301-96 1001301-97 1001301-98 1001301-99 1001301-100	PREPARED BY JMA CHECKED BY JMA DATE September 2002 PROJECT TITLE LANDSCAPE SITE PLAN Overall Site Plan
---	--	--	---





TREE PRESERVATION PLAN

[illegible][illegible][illegible]

ARBORTECH CONSULTING

10000 W. 10th Ave. Suite 100
Denver, CO 80231
Tel: 303.755.8800
Fax: 303.755.8801
www.arbortech.com

FREE MANAGEMENT DRAWING

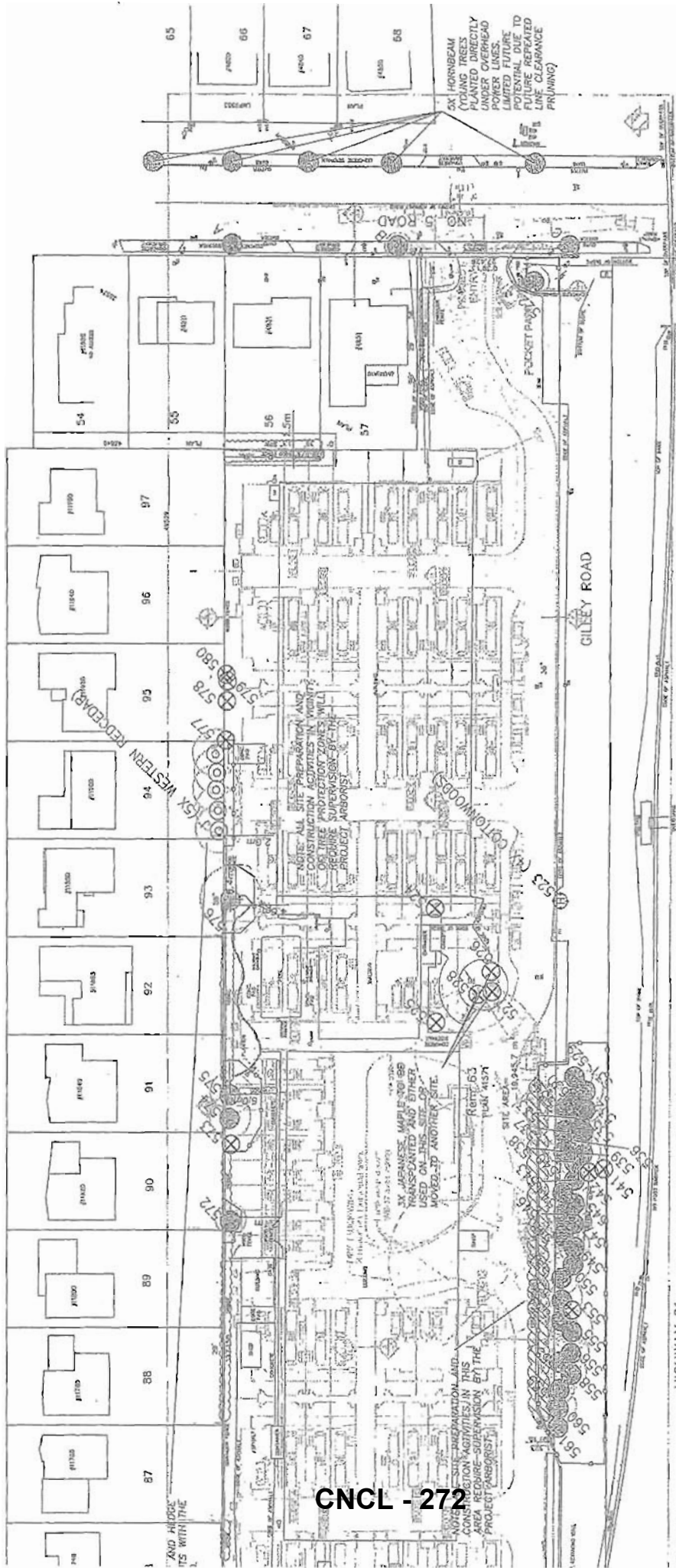
ARBORTECH CONSULTING

**10000 W. 10th Ave. Suite 100
Denver, CO 80231
Tel: 303.755.8800
Fax: 303.755.8801
www.arbortech.com**

INVOICE

4991 NO. 5 ROAD, RICHMOND

ACT. YR.	RATE	REV DATE	REV #	CHIEF
11/24	27 AUG 13	04 DEC 13	1	1 M 1



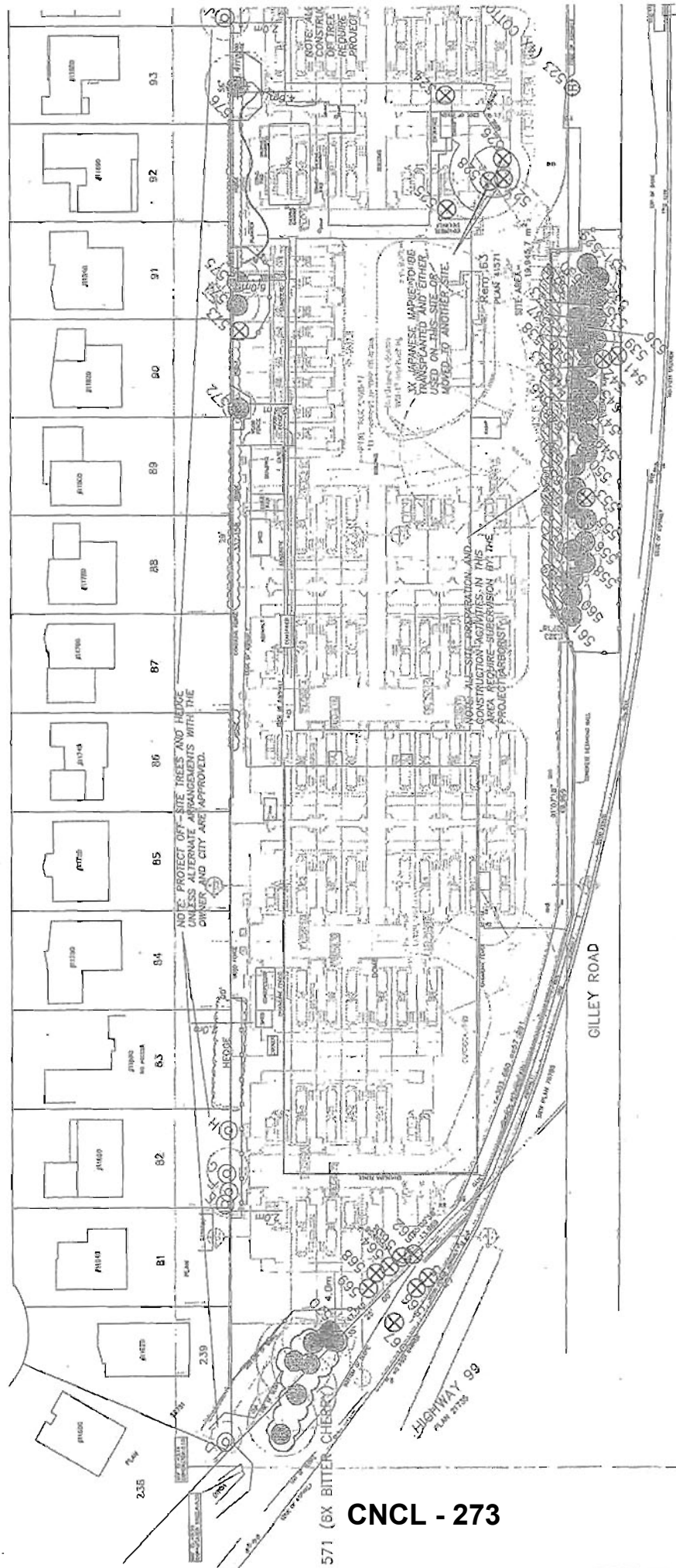
LEGEND

- ⊕ DENOTES TREE TO BE REMOVED
- ⊗ DENOTES TREE TO BE RETAINED
- ⊙ DENOTES TREE TO BE REMOVED
- ⊕ DENOTES TREE TO BE REMOVED FOR MITIGATION OF HIGH RISK (CIRA)
- ⊗ DENOTES OFFSITE TREE LOCATED ON ADJACENT PRIVATE PROPERTY. REFER TO REPORT FOR RECOMMENDED TREATMENT. OWNER APPROVAL FOR ANY PROPOSED ACTION/TREATMENT TO OFFSITE TREES WOULD BE REQUIRED.
- ⊙ DENOTES TREE PROTECTION ZONE (TPZ) ALIGNMENT. FENCE TO BE INSTALLED TO MEET APPLICABLE MUNICIPAL STANDARDS. SEE TREE PROTECTION NOTES FOR RESTRICTIONS ON ACTIVITIES WITHIN OR IN CLOSE PROXIMITY OF TPZ.

NOTE: THE PROTECTION AREAS DETAILED ON THIS DRAWING FORM THE CONSTRUCTION EXCLUSION ZONES: NO CONSTRUCTION ACTIVITIES, MATERIAL STORAGE, GRADE CHANGES, DRAINAGE AND UNDERGROUND SERVICES EXCEPT AS APPROVED AND DIRECTED BY PROJECT ARBORIST.

HIGHWAY 91

HIGHWAY (TREE REMOVAL AND 557) REQUIRE RAISING



NOTE: THE PROTECTION AREAS DETAILED ON THIS PLAN ARE FOR CONSTRUCTION EXCLUSION ZONES. NO CONSTRUCTION ACTIVITIES, MATERIAL STORAGE, GRADE CHANGES, DRAINAGE AND UNDERGROUND SERVICES EXCEPT AS APPROVED AND DIRECTED BY PROJECT ARBORIST.

HIGHWAY 91

NOTE: 7 OFFSITE TREES LOCATED ON HIGHWAY PROPERTY THAT ARE PROPOSED FOR REMOVAL (TREE #S 523, 541, 542, 553, 565, 566 AND 567) REQUIRE APPROVALS FROM BC MINISTRY OF TRANSPORTATION AND THE CITY.



RZ 11-593406

Attachment 3

Address: 4991 No. 5 Road

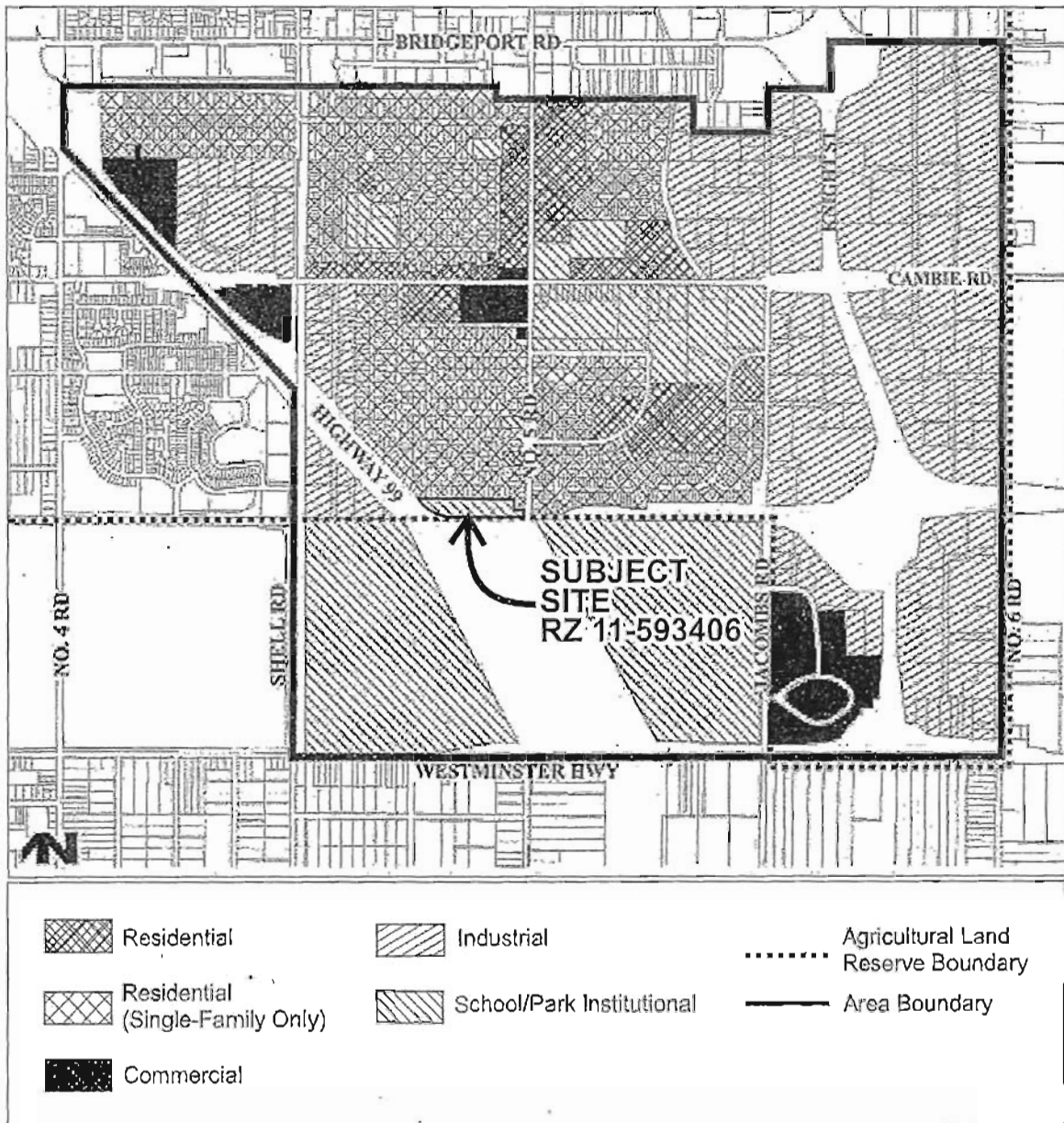
Applicant: Interface Architecture Inc.

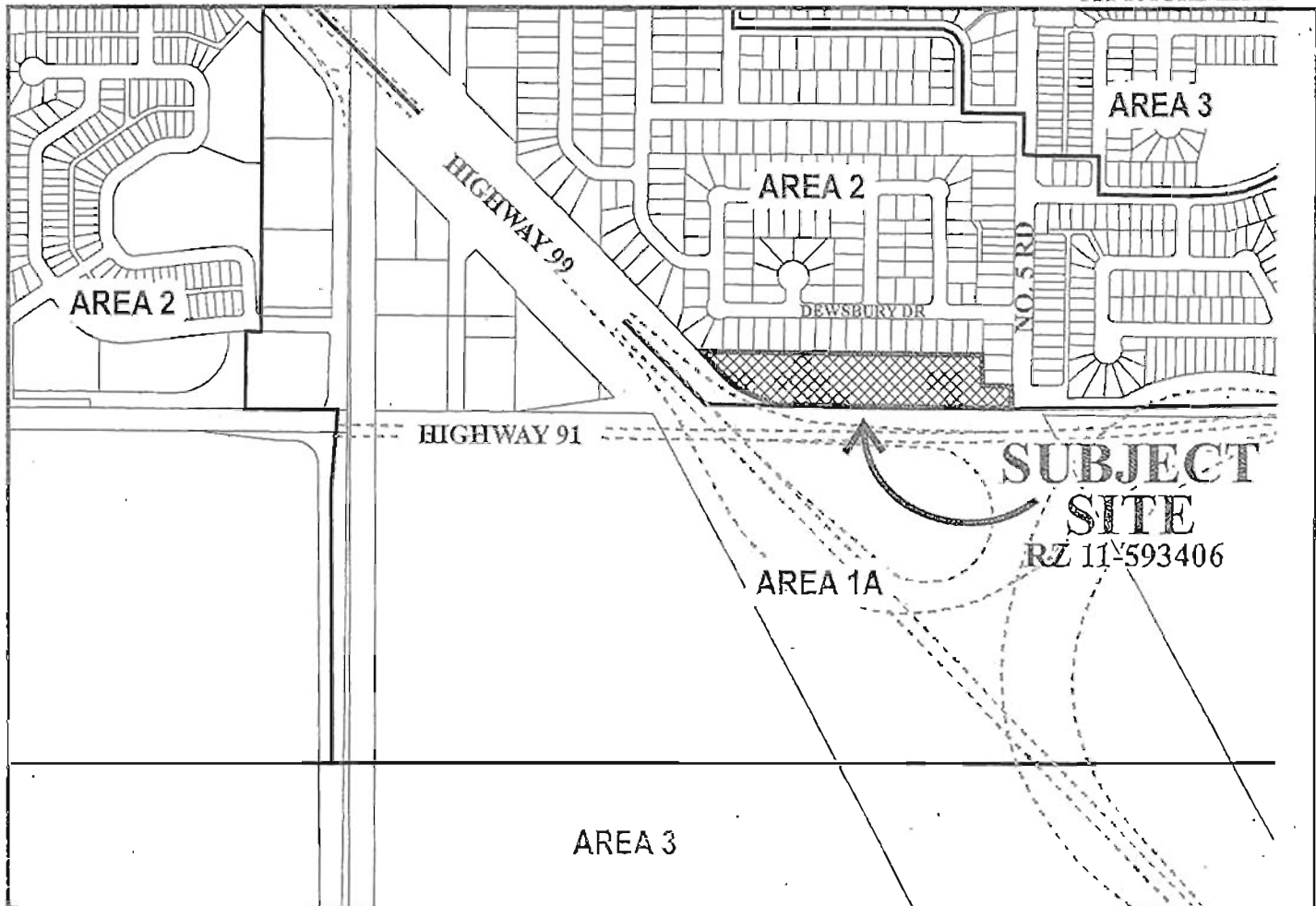
Planning Area(s): East Cambie

	Existing	Proposed	
Owner:	Sportstown BC Operations Ltd.	Unknown	
Site Size (m ²):	Approximately 19,945 m ²	No change	
Land Uses:	Commercial Sports Facility	Multi-Family Residential	
OCP Designation:	Commercial	Neighbourhood Residential	
Area Plan Designation:	School/Park Institutional	Residential	
Zoning:	School & Institutional Use (SI)	Low Density Townhouses (RTL4)	
Number of Units:	Commercial Sports Facility Complex	102 townhouses	
Aircraft Noise Sensitive Development Policy:	Area 2: High Aircraft Noise Area. All Aircraft Noise Sensitive Land Uses (except new single family) may be considered	Complies	
	Bylaw Requirement	Proposed	Variance
Floor Area Ratio	Max. 0.6	0.6	None permitted
Lot Coverage – Building	Max. 40%	32%	None
Lot Size	Min. 50 m lot width Min. 35 m lot depth	64 m width (average) 306 m depth (average)	None
Setback:			
Front Yard (No. 5 Road)	Min. 6 m	6 m to 42.4 m	None
Interior Side Yard (North)	Min. 3 m	3.5 m to 7.2 m	None
Exterior Side Yard (South)	Min. 6 m	7.6 m to 10.9 m	None
Rear Yard	Min. 6 m	3.9 m to 30.8 m	2.1 m reduction
Building Height	Max. 12 m (3-storeys)	Max. 12 m (Max 3-storeys)	None
Off-street Parking Spaces:			
Resident	204	204	None
Visitor	21	21	
(Accessible)	(5)	(5)	
Total	225	225	
Tandem Parking Spaces	Not permitted	81.4% of units (166 spaces in 83 units)	83 units
Small Car Parking Spaces	Max. 50%	8.4% (19 spaces in 19 units)	None
Amenity Space – Indoor:	Min. 100 m ²	109 m ²	None
Amenity Space – Outdoor:	Min. 612 m ²	614 m ²	None

Land Use Map

East Cambie Planning Area
Site Context Map





LEGEND

Aircraft Noise Sensitive Development Policy (ANSND) Areas
(see Aircraft Noise Sensitive Development Policy Table)

No New Aircraft Noise
Sensitive Land Uses:

AREA 1A - New Aircraft Noise
Sensitive Land Use Prohibited.

AREA 1B - New Residential
Land Uses Prohibited.

Areas Where Aircraft Noise
Sensitive Land Uses
May be Considered:
Subject to Aircraft Noise
Mitigation Requirements:

AREA 2 - All Aircraft Noise Sensitive
Land Uses (Except New Single Family)
May be Considered (see Table for
exceptions).

AREA 3 - All Aircraft Noise Sensitive
Land Use Types May Be Considered.

AREA 4 - All Aircraft Noise Sensitive
Land Use Types May Be Considered.

No Aircraft Noise
Mitigation Requirements:

AREA 5 - All Aircraft Noise Sensitive
Land Use Types May Be Considered.

Objective: To support
the 2010 Olympic Speed Skating
Oval

- Residential use: Up to 2/3 of
the buildable square feet (BSF);
- Non-residential use: The
remaining BSF (e.g., 1/3)



Aircraft Noise Sensitive Development Location Map

CNCL - 276

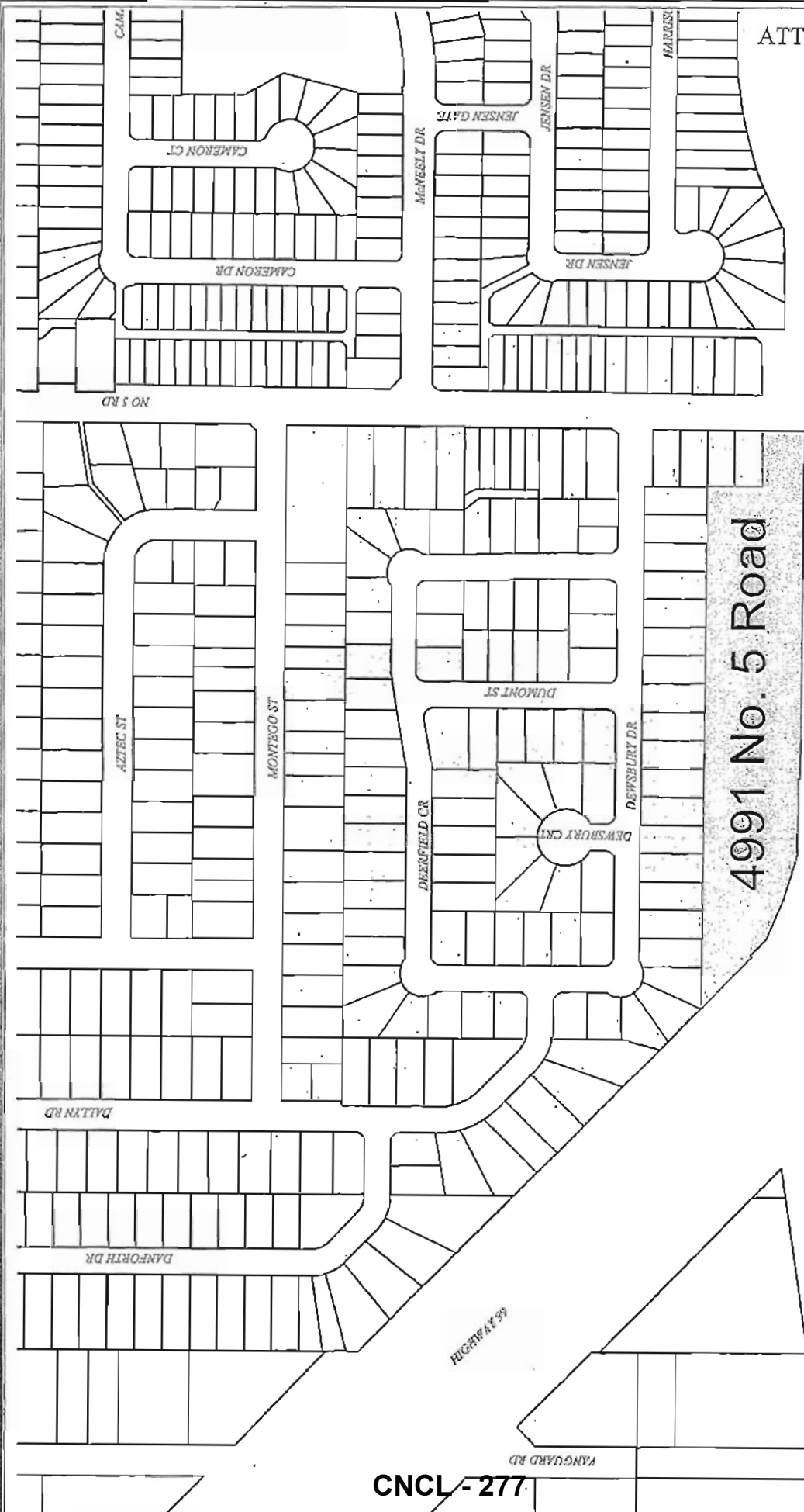
Original Date: 11/14/11

Amended Date: 12/19/12

Note: Dimensions are in METRES



Open House Notification Area



ATTACHMENT 6

CNCL - 277

Public Correspondence

Received

Correspondence Received Regarding Public Information Meeting

Marie Murtagh June 27, 2011

Ben Gnyp June 27, 2011

Correspondence Received Regarding Rezoning Application

Marie Murtagh February 25, 2012

Kim and Rose Mah May 31, 2012

Samuel and Noreen Roud June 4, 2012

Tom N. Uyeyama June 7, 2012

Suresh and Tripta Kurl June 15, 2012

From: Marie Murtagh [<mailto:illawarra@shaw.ca>]
Sent: Monday, June 27, 2011 8:34 AM
To: info@interfacearchitecture.com
Subject: Sportstown Feedback
Importance: High

Goodmorning

My name is Marie Murtagh and I live on Dumont Street in Richmond. I recently attended your information meeting, regarding the proposed redevelopment of the Sportstown Complex. I am strongly opposed to this proposed redevelopment for a variety of reasons:

-Traffic. It has become increasingly difficult to navigate out of Dewsbury onto No. 5 Rd, and the traffic has increased substantially in the 15+ years that we have lived in this neighbourhood. The thought of another 240 anticipated vehicles entering/exiting the proposed townhouse complex would have a direct, negative effect on our current neighbourhood. Neighbours living on McNeely have also expressed concern about how this extra traffic may impact their ability to exit their neighbourhood onto No. 5 Rd.

-Parking While it may be true that 2 car parking may be available at the complex for each townhouse, it is also true that the majority of people living in Richmond use their garages as basements, and as a result, park at least one vehicle on the street. It is quite possible therefore, that of 120 townhouses, there will be a number of residents who will need to park their vehicles on the road. In addition, if these people own trucks or vans, it is a guarantee that they will be parking on the street as the space provided for vehicles in a complex is typically narrow. I am very aware of this tendency because there are several townhouse complexes in my area (Capistrano for one) and the street is typically full with parked cars on each side.

Parking on No. 5 Rd. would not be possible, so in all likelihood these people may be using our streets (Dewsbury etc.) to park their vehicles. Our streets are not wide, and it is already a problem to safely navigate this area in a car, due to the high number of parked cars already; adding more vehicles to this is not the answer. I know that during special events at Sportstown, our streets are cluttered with vehicles. However, these events are not typical, so it is something that we 'endure' for a day or an evening.

-Amenities. Our neighbourhood needs more amenities, not less. Our family have used all the amenities at this complex: tennis; gymnastics, the pub/restaurant and the pool. We enjoy being able to walk to/from a pub without having to drink/drive. We need more services, not more people.

I did attend your initial meeting, and I think it was quite clear that no resident was in favour of your development as it was presented. In fact, the majority of people were strongly opposed. In light of this, I am hoping that you will keep us informed of any future meetings or applications with the City of Richmond.

Sincerely
Marie Murtagh

From: Marie Murtagh [<mailto:illawarra@shaw.ca>]
Sent: Monday, June 27, 2011 12:18 PM
To: info@interfacearchitecture.com
Subject: No to rezoning of 4991 No. 5 Rd.
Importance: High

Re: proposed rezoning and redevelopment of property at 4991 No. 5 Road Richmond.

I am emphatically opposed to the proposed redevelopment at the site at 4991 No. 5 Road (commonly known as Sports Town) as illustrated at the meeting at the East Richmond Community Hall on Monday June 20, 2011.

My family and I have lived on Dumont Street since September 1994. We enjoy the serenity of our neighbourhood. The enormity of the proposed development would result in over-crowding in our neighbourhood. In the past Sports Town held various soccer and tennis tournaments. Our neighbourhood was choked with traffic and sports related vehicles were parked bumper to bumper in front of our house for the duration of the tournament. Our street would be used as an over-flow parking lot on a permanent basis if the proposed development was approved.

I prefer the zoning remain the same and the land used consistently with its parameters. If the zoning must be changed (e.g. if a dire need for more housing was proven) I would prefer single family zoning to keep site consistent with the surrounding neighbourhood.

There are two new townhouse complexes under construction nearby (one on Woodhead across from St. Monica's church and one on No.5 Road near Daniel's Road). So renters who would like to buy their first new home in East Richmond can have an opportunity to do so. There are many resale townhouse units for sale in the California Point neighbourhood, so there is no need for the subject site to be zoned multi-family.

Over the past week I chatted with a few neighbours about the proposed development and I failed to find one who was in favour of it.

I look forward to your response.

Ben Gnyp
4771 Dumont Street
Richmond, BC

Badyal, Sara

From: Marie Murtagh [illawarra@shaw.ca]
Sent: Saturday, 25 February 2012 01:18 PM
To: Badyal, Sara; Badyal, Sara
Subject: Redevelopment proposal at 4991 No. 5 Rd.

February 18, 2012

Dear Sara,

First of all, let me explain that Bill Dhaliwal from the City's Transportation Planning Department, passed on your contact information to me.

My name is Marie Murtagh, and my husband and I purchased our home on Dumont Street 18 years ago.

Our home is close by, but not adjacent, to the Sportstown Complex at 4991 Number 5 Road. Over the years we have come to enjoy the convenience of having a local restaurant/pub that is within walking distance; where our children have participated in the gymnastics and in the tennis lessons at different ages and stages; and where many a birthday party has been hosted at their outdoor pool!

Last year, we were very disappointed to learn that we may be losing this neighbourhood amenity, and that a proposal is underway to rezone this property in order to build over 100 townhouses on this very awkwardly positioned piece of land. I say awkward, because it is has highway 99 and Highway 91 adjacent to it, and the entrance/exit is off No. 5 rd, where driving habits often resemble a highway.

The architects for this project did host a meeting last June to present the residents with some information regarding their proposal. To say that the residents were less than enthusiastic about the project is an understatement. Their opposition to this proposed redevelopment is based on a number of reasons, most of which related to noise and traffic related issues.

At that meeting, I was told by someone representing the developer (Interface Architecture Inc.) that I had "to face facts; that this project was a done deal, and would be going ahead, whether we liked it or not". I have to admit, that such open arrogance for the so-called process of public consultation infuriated me. Perhaps I am naïve, but I still believe that the public voice is an important component of a redevelopment process. I am confident that the City will take into consideration what residents think; what residents know; and what concerns residents share. I am also hoping that City Council's decision is not based entirely on a developer's promise to increase the number of Richmond citizens who will ultimately pay property tax to the City.

I am writing to you today, to ask you to consider the impact that this townhouse complex could have on our neighbourhood (Dewsbury, Dumont, Deerfield) and on No.5 Rd. In order for you to better appreciate my concerns, I am outlining the current situation.

- Currently during rush hours, most cars driving down No. 5 Rd, drive past the entrance to Sportstown, well over the speed limit. Many times, excessively over the speed limit, and the volume of cars is significant. I personally know how difficult it is as a resident to turn onto No. 5 Rd. from Dewsbury. Sometimes it involves waiting at the stop sign for several minutes before it appears safe to turn.
- The RCMP are already familiar with this area, and over the years, make a point of nabbing the speeders who race down the overpass, on their way to Cambie Rd. I wonder if this information is typically shared with the City when a re-development application is under consideration? Does the RCMP work collaboratively with the City, or are these separate entities that operate independent of each other.
- According to the most recent sign on the Sportstown Property, the proposed townhouse complex will have over 100 units. This means that on average, there could be somewhere between 150-200 extra vehicles entering/exiting at 4991 No. 5 Rd on a daily basis. There is no doubt that this extra activity will have a significant impact the ability of the residents who live in the '3D' area (Dewsbury, Deerfield and Dumont) to exit or enter their neighbourhood from No. 5 Rd.
- Our other option is to drive along Dewsbury in the opposite direction, where it meets Dallyn Road, and travel over the several speed humps to arrive at another equally congested and deadly intersection: Dallyn and Cambie Roads.
- In addition to increased volume on No. 5 Rd, the residents are also concerned about the number of townhouse occupants, who will park their cars on our already congested streets. Experience has taught us, that when Sportstown hosts a special event (ie. tennis tournament) our streets are littered with the cars of the patrons, as no parking is permitted on No. 5 Rd.
- Furthermore, one only has to look at any large townhouse complex in this area to know that residents use the streets to park their extra vehicles. For example, along McNeely Drive, the streets are always full of parked cars on each side outside the townhouse complexes. While it is true that the units do come with garages, most people in Richmond consider the garage their basement, and prefer to leave their vehicles parked on the street.

I am wondering if the City is aware of the traffic issues that I have outlined, as it pertains directly to this rezoning proposal.

The 3D residents (Dewsbury, Dumont and Deerfield) are equally concerned about:

- the safety of the residents who will live in these townhouses which will undoubtedly be built beside the East-West Connector. (will there be protective barriers to protect units in the event of a traffic accident?)
- the noise and the pollution that these potential residents will be exposed to, with their windows opening onto major highways. The sound of trucks driving by may be endurable for someone staying in a motel overnight, but it is hardly the ideal setting for families raising children.

At the June 2011 information meeting, I inquired why single family homes were not being considered for this property, and I was told that no one would buy a house that is so close to the highways. I found this response rather comical given the present real estate situation. Currently we have properties all over this neighbourhood being 'rebuilt' and sold as enormous million dollar mansions which are typically adjacent to smaller older style homes and rundown rented houses on streets that not only lack sidewalks, but have ditches! It would seem that these 'affluent' folk who choose to purchase and live in these mega homes are not exactly discerning when it comes to location. However, if townhouses do go ahead, it is quite likely that young couples would neither be interested in raising their families near a major highway. It is more probably that the units will be purchased and rented out as investments, to folk who won't really care about the trucks roaring by on the highway nearby; they will be too busy minding their 'grow ops' and 'drug labs' to care.

Thank you for taking the time to read my letter. I am hopeful that very soon, there will be another public consultation by Interface Architecture Inc. regarding their redevelopment proposal.

If you have any additional information regarding this, please do not hesitate to contact me.

Thank you

Sincerely

Marie Murtagh
4771 Dumont Street
Richmond BC
V6X 2Z4

Ms Sara Badyal
City Hall
6911 No. 3 Rd.
Richmond, BC V6Y 2C1

Received May 31, 2012

RE: Rezoning Application #RZ11-593406 (4991 No. 5 Rd.)

We the undersigned are very much against the rezoning application for the Sportstown Complex. Developers are wanting to rezone this property to build over 100 townhouses. We attended a public meeting in June, 2011 and at that time expressed our concerns for this rezoning. This rezoning, we believe, will have a direct negative impact on our neighbourhood (Dewsbury, Deerfield, Dumont, and Dallyn). There will be a significant increase of vehicles exiting and entering No. 5 Road; increased congestion/parking problems as townhouse residents use our streets to park their additional vehicles, and increased noise from the highway and townhouses themselves.

At the public meeting last June, we were told that a single parking spot would be available for a one bedroom townhouse. With 2 people in a townhouse, there will be inevitably 2 cars. The developers believed otherwise and said people would use public transportation. I guarantee you that with the lack of convenient bus service on No. 5 Road, very few people will be using public transportation. Where will the second car be parked? Where else but on the streets of our subdivision. Also, for the 2 bedroom units, the parking for that unit is one car behind the other. How long before they get tired of shuffling their cars and start to park in our subdivision?

When there is a big event on at the Sportstown Complex, it is difficult to get in and out of our subdivision. Many more cars than usual are parked on Dewsbury and on both sides of No. 5 Road. When you try to exit our subdivision onto the main road, you are blinded by the parked cars and have to be ready to slam on your brakes if a car coming northbound on No. 5 Road suddenly turns the corner onto Dewsbury. There is no room for 2 cars to pass each other so you have to back up and that usually means all the way to Deerfield so you can pass one another. Now put the extra cars from each of the townhouses onto our streets every day and we have a real problem.

Dallyn Road had speed bumps installed to slow down traffic and keep drivers from short-cutting through our area. Add 100 townhouses to this area and you can imagine how many cars will be added to the Dallyn and Dewsbury. We were also told there would be one exit in and out of this development and that would be on No. 5 Road. Is there no requirement for a second exit for an emergency such as a fire? If this is the case, one house on Dewsbury would have to become this exit/entrance, having even more of an impact as an easy walkway for people parking their cars on Dewsbury and the adjacent roads of our subdivision.

Sincerely,

Kim & Rose Mah
4611 Deerfield Crescent
Richmond, B.C. CNCL - 284

May 15, 2012

Ms Sara Badyal
City Hall
6911 No. 3 Rd.
Richmond, BC V6Y 2C1

Received June 4, 2012

RE: Rezoning Application #RZ11-593406 (4991 No. 5 Rd.)

We the undersigned are very much against the above rezoning application for the Sportstown Complex. Developers are wanting to rezone this property to build over 100 townhouses. We attended a public meeting in June, 2011 and at that time expressed our concerns for this rezoning. This rezoning, we believe, will have a direct negative impact on our neighbourhood (Dewsbury, Deerfield, Dumont, and Dallyn). There will be a significant increase of vehicles exiting and entering No. 5 Road; increased congestion/parking problems as townhouse residents use our streets to park their additional vehicles, and increased noise from the highway and townhouses themselves.

At the public meeting last June, we were told that a single parking spot would be available for a one bedroom townhouse. With 2 people in a townhouse, there will be inevitably 2 cars. The developers believed otherwise and said people would use public transportation. It is a guarantee that with the lack of convenient bus service on No. 5 Road, very few people will be using public transportation. Where will the second car be parked? Where else but on the streets of our subdivision. Also, for the 2 bedroom units, the parking for that unit is one car behind the other. How long before they get tired of shuffling their cars and start to park in our subdivision?

When there is a big event being held at the Sportstown Complex, it is difficult to get in and out of our subdivision. Many more cars than usual are parked on Dewsbury and on both sides of No. 5 Road. When you try to exit our subdivision onto the main road, you are blinded by the parked cars and have to be ready to slam on your brakes if a car travelling on No. 5 Road suddenly turns the corner onto Dewsbury because you can't see that car until it is right in front of you. There is no room for 2 cars to pass each other so you have to back up and that usually means all the way to Deerfield so you can pass one another. Now put the extra cars from each of the townhouses onto our streets every day and we have a real problem.

Dallyn Road had speed bumps installed to slow down traffic and keep drivers from short-cutting through our area. Add 100 townhouses to this area and you can imagine how many cars will be added to Dallyn and Dewsbury. We were also told there would be one exit in and out of this development and that would be on No. 5 Road. Is there no requirement for a second exit for an emergency such as a fire? If this is the case, one house on Dewsbury would have to become this exit/entrance, having even more of an impact as an easy walkway for people parking their cars on Dewsbury and the adjacent roads of our subdivision.

Sincerely,



Samuel and Noreen Roud
4631 Deerfield Crescent
Richmond, BC V6X 2Y4

Note: We would like to be informed of any future meetings re this rezoning.

Ms Sara Badyal
City Hall
6911 No. 3 Rd.
Richmond, BC V6Y 2C1

Received June 7, 2012

RE: Rezoning Application #RZ11-593406 (4991 No. 5 Rd.)

We the undersigned are very much against the rezoning application for the Sportstown Complex. Developers are wanting to rezone this property to build over 100 townhouses. We attended a public meeting in June, 2011 and at that time expressed our concerns for this rezoning. This rezoning, we believe, will have a direct negative impact on our neighbourhood (Dewsbury, Deerfield, Dumont, and Dallyn). There will be a significant increase of vehicles exiting and entering No. 5 Road; increased congestion/parking problems as townhouse residents use our streets to park their additional vehicles, and increased noise from the highway and townhouses themselves.

At the public meeting last June, we were told that a single parking spot would be available for a one bedroom townhouse. With 2 people in a townhouse, there will be inevitably 2 cars. The developers believed otherwise and said people would use public transportation. I guarantee you that with the lack of convenient bus service on No. 5 Road, very few people will be using public transportation. Where will the second car be parked? Where else but on the streets of our subdivision. Also, for the 2 bedroom units, the parking for that unit is one car behind the other. How long before they get tired of shuffling their cars and start to park in our subdivision?

When there is a big event on at the Sportstown Complex, it is difficult to get in and out of our subdivision. Many more cars than usual are parked on Dewsbury and on both sides of No. 5 Road. When you try to exit our subdivision onto the main road, you are blinded by the parked cars and have to be ready to slam on your brakes if a car coming northbound on No. 5 Road suddenly turns the corner onto Dewsbury. There is no room for 2 cars to pass each other so you have to back up and that usually means all the way to Deerfield so you can pass one another. Now put the extra cars from each of the townhouses onto our streets every day and we have a real problem.

Dallyn Road had speed bumps installed to slow down traffic and keep drivers from short-cutting through our area. Add 100 townhouses to this area and you can imagine how many cars will be added to the Dallyn and Dewsbury. We were also told there would be one exit in and out of this development and that would be on No. 5 Road. Is there no requirement for a second exit for an emergency such as a fire? If this is the case, one house on Dewsbury would have to become this exit/entrance, having even more of an impact as an easy walkway for people parking their cars on Dewsbury and the adjacent roads of our subdivision.

Sincerely, *M. Alegria*

4291 DEERFIELD CRES.

May 15, 2012

Ms Sara Badyal
City Hall
6911 No. 3 Rd.
Richmond, BC V6Y 2C1

Received June 15, 2012

RE: Rezoning Application #RZ11-593406 (4991 No. 5 Rd.)

We the undersigned are very much against the above rezoning application for the Sportstown Complex. Developers are wanting to rezone this property to build over 100 townhouses. We attended a public meeting in June, 2011 and at that time expressed our concerns for this rezoning. This rezoning, we believe, will have a direct negative impact on our neighbourhood (Dewsbury, Deerfield, Dumont, and Dallyn). There will be a significant increase of vehicles exiting and entering No. 5 Road; increased congestion/parking problems as townhouse residents use our streets to park their additional vehicles; and increased noise from the highway and townhouses themselves.

At the public meeting last June, we were told that a single parking spot would be available for a one bedroom townhouse. With 2 people in a townhouse, there will be inevitably 2 cars. The developers believed otherwise and said people would use public transportation. It is a guarantee that with the lack of convenient bus service on No. 5 Road, very few people will be using public transportation. Where will the second car be parked? Where else but on the streets of our subdivision. Also, for the 2 bedroom units, the parking for that unit is one car behind the other. How long before they get tired of shuffling their cars and start to park in our subdivision?

When there is a big event being held at the Sportstown Complex, it is difficult to get in and out of our subdivision. Many more cars than usual are parked on Dewsbury and on both sides of No. 5 Road. When you try to exit our subdivision onto the main road, you are blinded by the parked cars and have to be ready to slam on your brakes if a car travelling on No. 5 Road suddenly turns the corner onto Dewsbury because you can't see that car until it is right in front of you. There is no room for 2 cars to pass each other so you have to back up and that usually means all the way to Deerfield so you can pass one another. Now put the extra cars from each of the townhouses onto our streets every day and we have a real problem.

Dallyn Road had speed bumps installed to slow down traffic and keep drivers from short-cutting through our area. Add 100 townhouses to this area and you can imagine how many cars will be added to Dallyn and Dewsbury. We were also told there would be one exit in and out of this development and that would be on No. 5 Road. Is there no requirement for a second exit for an emergency such as a fire? If this is the case, one house on Dewsbury would have to become this exit/entrance, having even more of an impact as an easy walkway for people parking their cars on Dewsbury and the adjacent roads of our subdivision.

Sincerely,

Suresh Kuri & Tripta Kuri
4671 Deerfield Cr. RMD V6X 2Y4

Note: We would like to be informed of any future meetings re this rezoning.



Address: 4991 No. 5 Road

File: RZ 11-593406

Prior to final adoption of Zoning Amendment Bylaw 8986, the developer is required to complete the following:

1. Final Adoption of OCP Amendment Bylaws 8947 and 8948.
2. Provincial Ministry of Transportation & Infrastructure Approval (MOTI).
3. Confirmation of an agreement with MOTI to install required sound barrier fencing.
4. Submission of Community Services information for Council consideration regarding:
 - How gymnastics programming may be accommodated as part of the City's Capital plan.
 - Business terms associated with lease termination in the event that the City and the property owner come to an agreement on terminating the lease prior to February 2016.
5. Registration of a flood indemnity covenant on title (Area A).
6. Registration of a legal agreement on title to ensure that landscaping planted along the interface to BC Highway 91 and BC Highway 99 is maintained and will not be abandoned or removed. The purpose of the landscaping is to provide visual screening and to mitigate noise and dust.
7. Registration of a legal agreement on title prohibiting the conversion of the tandem parking area into habitable space.
8. Registration of a legal agreement on title to ensure that all dwelling units beyond 110 m from No. 5 Road are constructed with sprinklers for fire suppression.
9. Registration of an aircraft noise sensitive use covenant on title to ensure that the proposed development is designed and constructed in a manner that mitigates potential aircraft noise and highway traffic noise within 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. Participation in the City's Public Art program with on-site installation, or City acceptance of the developer's offer to voluntarily contribute \$0.75 per buildable square foot (e.g. \$96,770) towards the City's Public Art program.
11. City acceptance of the developer's offer to voluntarily contribute \$2.00 per buildable square foot (e.g. \$258,050) towards the City's affordable housing strategy.
12. City acceptance of the developer's offer to voluntarily contribute \$700,000.00 towards the City's Leisure Facilities Reserve Fund (Account 7721-80-000-00000-0000).
13. City acceptance of the developer's offer to voluntarily contribute \$10,000 towards a speed-reader board to be located on No. 5 Road.
14. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.
15. Enter into a Servicing Agreement* for the design and construction of frontage improvements and upgrades to sanitary and storm sewer systems. Works include, but may not be limited to:
 - a) No. 5 Road frontage improvements – removing the existing sidewalk and pouring a new 1.5 m concrete sidewalk at the property line, creating a grass boulevard (1.4 m +/-) between the new sidewalk and the existing curb & gutter. The new sidewalk location conflicts with an existing fire hydrant & two existing poles. The fire hydrant is to be relocated to the new grass boulevard. The poles to be undergrounded. SHOULD the utility

companies NOT be able to support undergrounding of these two poles, the City will require the poles to be relocated into the grass boulevard, subject to receiving a letter from the utilities advising of the reasons and GUARANTEEING the existing trees will not be sculpted to accommodate the wires.

- b) Sanitary sewer upgrade – construct new 200 mm diameter sanitary sewer to connect to the existing sanitary sewer on Dewsbury Drive (approximately 150 m): from the SE corner of the development site, northward up No. 5 Road to Dewsbury Drive, then west to the first manhole (manhole SMH 5377).
- c) Storm sewer upgrade – upgrade approximately 85 m of the existing storm sewer from 450 mm diameter pipe to the larger of 900 mm or OCP size (between manholes STMH6923 and STMH6922).

Prior to a Development Permit* being forwarded to the Development Permit Panel for consideration, the developer is required to complete the following:

- 1. Submission of a report and recommendations prepared by an appropriate registered professional, which demonstrates that the proposed dwelling units can achieve CMHC interior noise level standards and the interior thermal conditions identified below. The standard required for interior air conditioning systems and their alternatives (e.g. ground source heat pumps, heat exchangers and acoustic ducting) is the ASHRAE 55-2004 “Thermal Environmental Conditions for Human Occupancy” standard and subsequent updates as they may occur. Maximum noise levels (decibels) within the dwelling units must be as follows:

Portions of Dwelling Units	Noise Levels (decibels)
Bedrooms	35 decibels
Living, dining, recreation rooms	40 decibels
Kitchen, bathrooms, hallways, and utility rooms	45 decibels

- 2. Submission of proof 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 10 on-site trees to be retained, three (3) on-site trees to be relocated onsite, 39 trees in the MOTI ROW to be protected, and two (2) hedges and five (5) trees on neighbouring residential properties to be protected. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections (no less than four (4)), and a provision for the Arborist to submit a post-construction assessment report to the City for review. Tree protection fencing is to be installed on-site prior to any demolition or construction activities occurring on-site. The project Arborist has recommended removal of some trees from neighbouring residential and MOTI property due to poor condition. A tree removal permit application may be submitted to the City for consideration with written authorization from the owner of the property where the tree is located.
- 3. Submit a landscaping security Letter-of-Credit in an amount based on a sealed estimate from the project registered Landscape Architect (including materials, labour & 10% contingency)

Prior to Building Permit* Issuance, the developer must complete the following requirements:

- 1. Incorporation of features in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes regarding: tree protection, convertible units, aging in place, sustainability, fire suppression sprinkler systems, private on-site hydrants, and opportunities for fire trucks to turn around onsite.
- 2. Submission of reports with recommendations prepared by an appropriate registered professional and incorporation of the identified acoustic and thermal measures in Building Permit (BP) plans.
- 3. Submission of a Construction Parking and Traffic Management Plan to the Transportation Division. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
- 4. If applicable, payment of latecomer agreement charges associated with eligible latecomer works.

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 Division at 604-276-4285.

Note:

- * This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

Signed

Date

Attachment C

The *Interpretation of Descriptive Statistics* is a text for non-acquainted, second-semester college students. The proportion of text in this book is devoted to the study of the normal distribution. The text is written in a conversational style, and the authors use a variety of examples to illustrate the concepts. The book is written for students who are not familiar with statistical concepts, and it is written in a conversational style. The book is written for students who are not familiar with statistical concepts, and it is written in a conversational style. The book is written for students who are not familiar with statistical concepts, and it is written in a conversational style.

[illegible]

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	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
---	---	---	---	---	---	---	---	---	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	-----

4591 NO.5 ROAD, RICHMOND BC

REZONING APPLICATION

Architectural

ALL TITLE PLANS - THE EFFECT OF THE ACT, 1992, ON THE PLANS AND THE EFFECTS OF THE ACT, 1992, ON THE PLANS

022 **PROPERTY BUILDING**
0220 **REPAIRS**

12.D. **WATERGATE PLANTING PLAN - EAST**
13.D. **WATERGATE PLANTING PLAN - SOUTH/EAST**

THEODORE A. BINGNER (2001, 2004, 2006, 2007, 2008)

Traffic Consultants!



1000

[illegible]

EXISTING SITE/TOPOGRAPHY

8

PROXIMATE
ANALYSIS

10

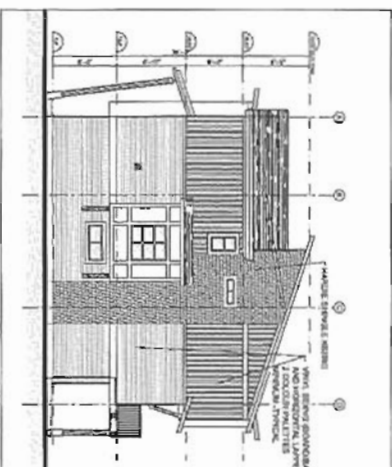
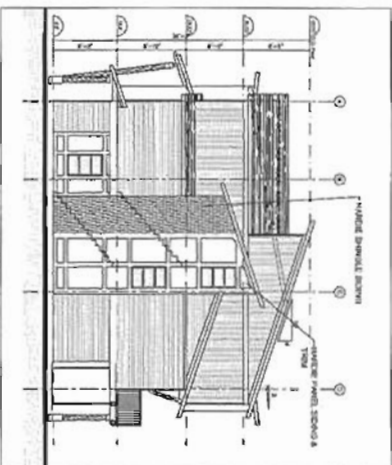
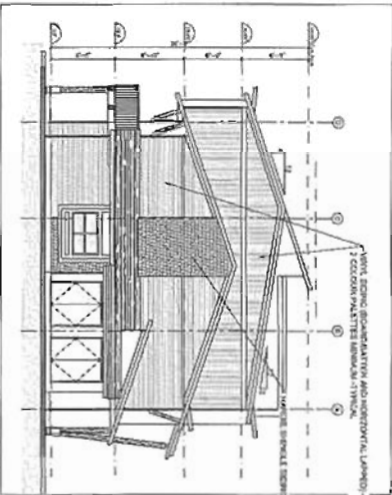
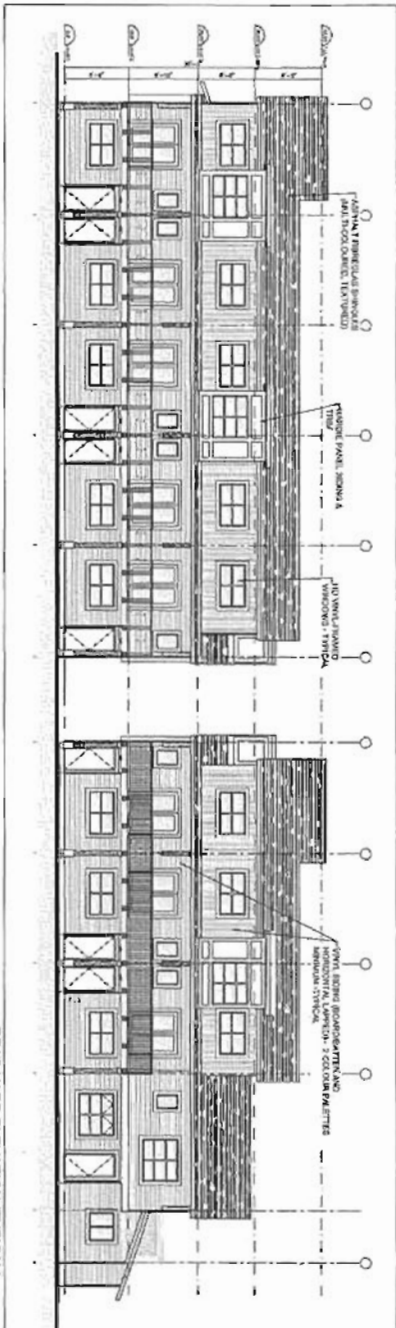
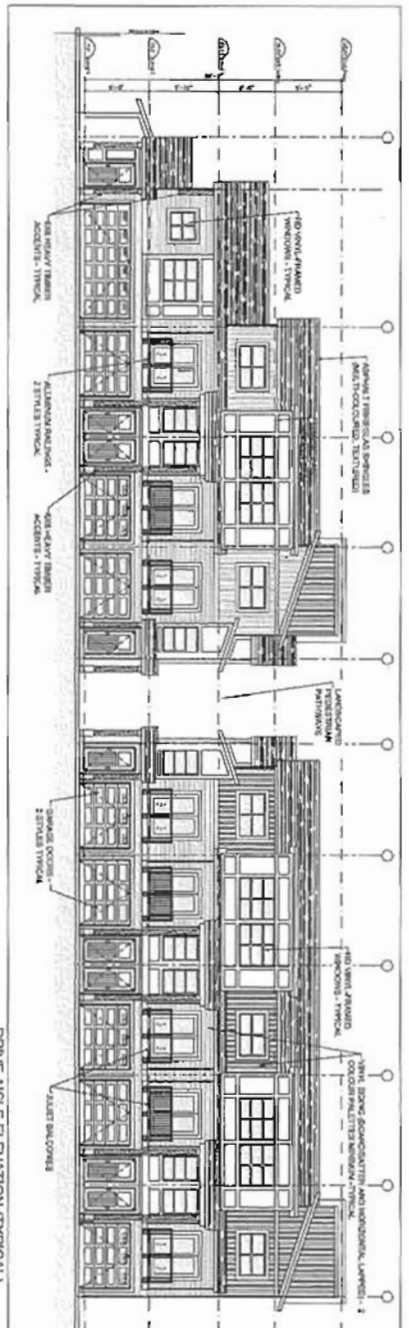
Downloaded At: 11:53 11 September 2009

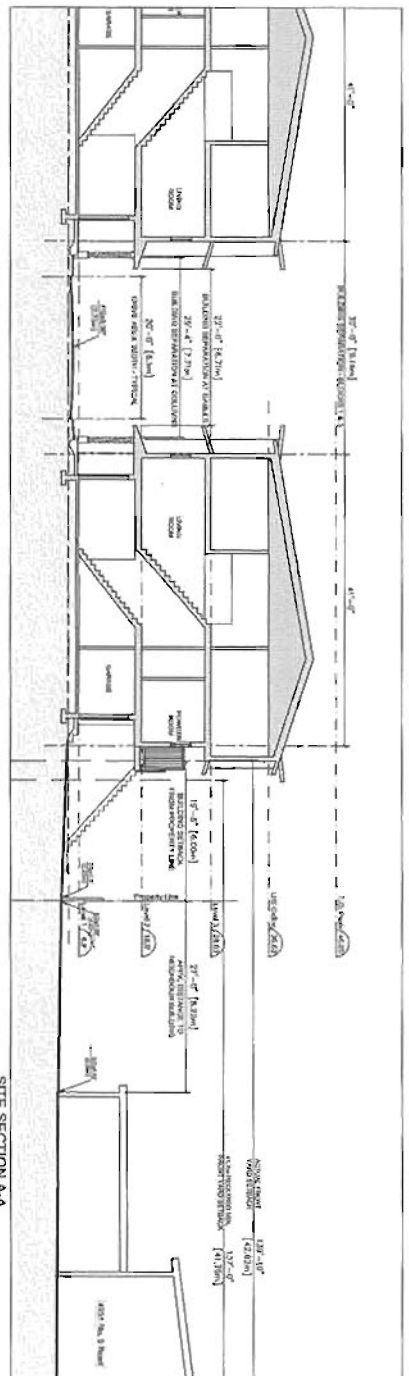
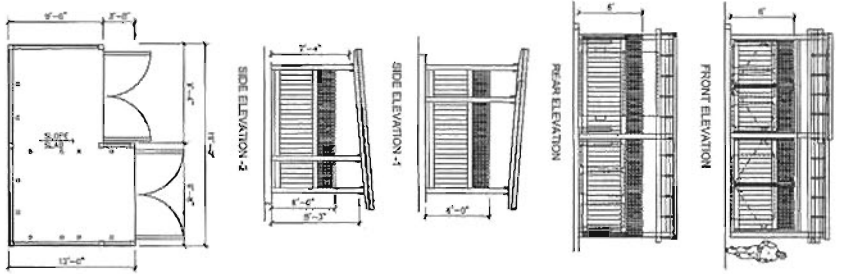
A1.0

CNCL - 291

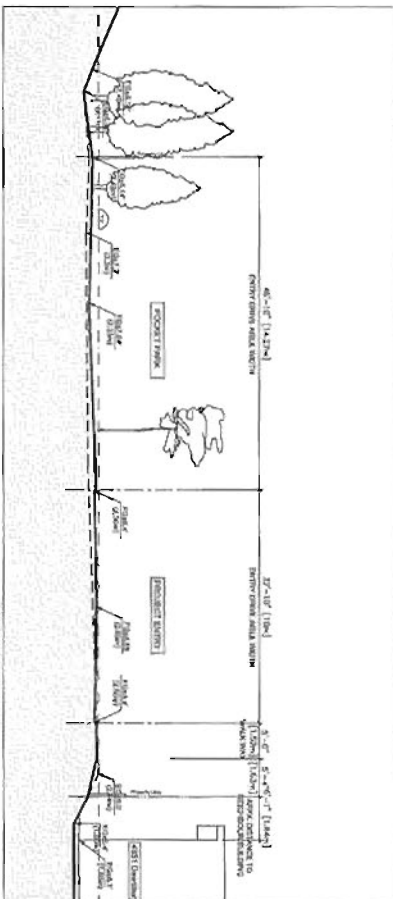
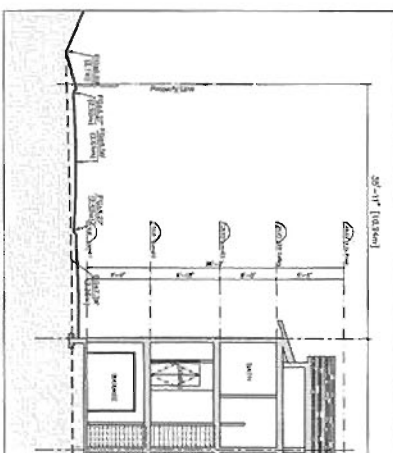
CONCEPTUAL
ONLY

CNCL - 29

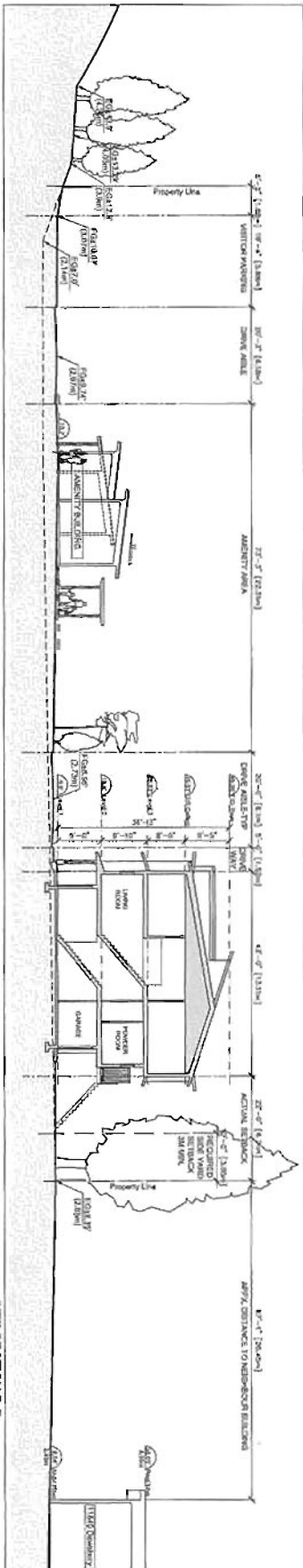
[illegible]



SITE SECTION A-A

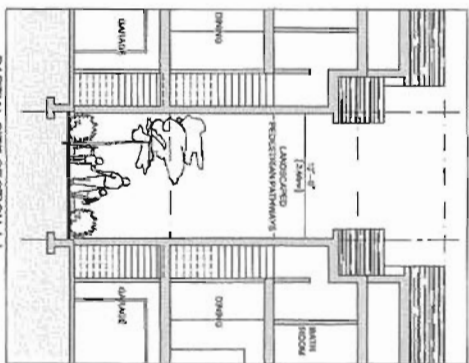
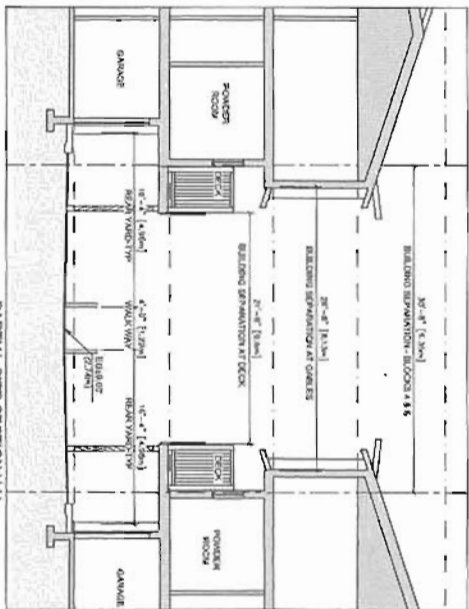
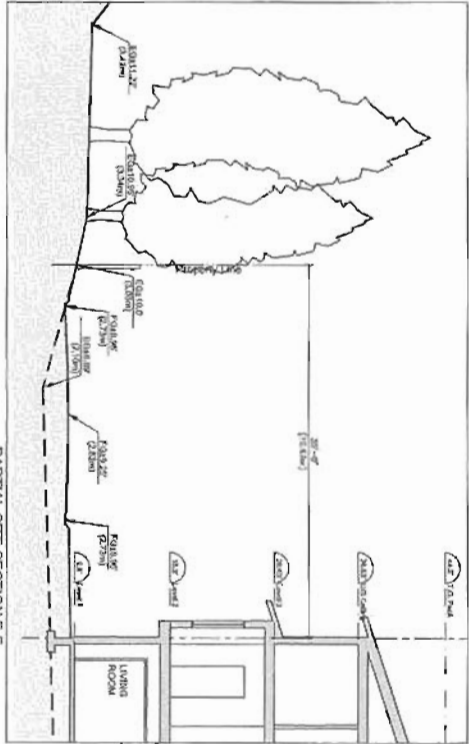
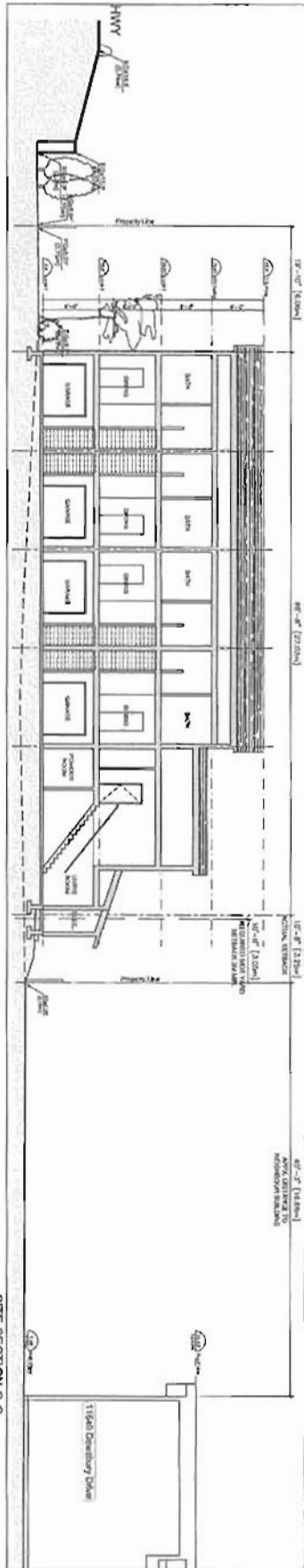
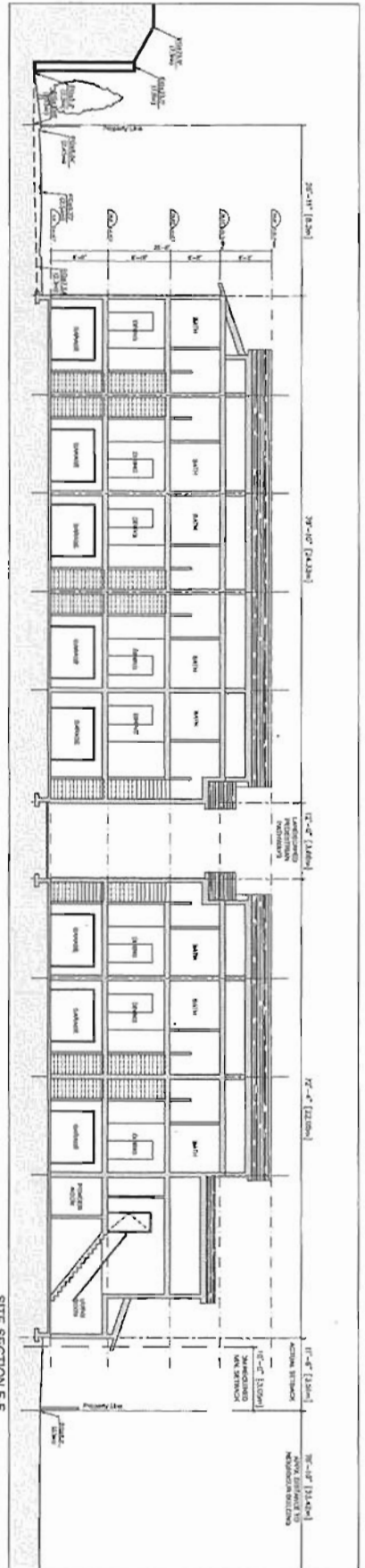
SITE SECTION B-B
Elevation: 1105'-1'-0"

PARTIAL SITE SECTION C-C
Scale: 1/8" = 1'-0"



SITE SECTION D-D

[illegible]

[illegible]



RZ 11-593406

Attachment D

Address: 4991 No. 5 Road

Applicant: Interface Architecture Inc.

Planning Area(s): East Cambie

	Existing	Proposed	
Owner:	Sportstown BC Operations Ltd.	Unknown	
Site Size (m ²):	Approximately 19,945 m ²	No change	
Land Uses:	Commercial Sports Facility	Multi-Family Residential	
OCP Designation:	Commercial	Neighbourhood Residential	
Area Plan Designation:	School/Park Institutional	Residential	
Zoning:	School & Institutional Use (SI)	Medium Density Townhouses (RTM2)	
Number of Units:	Commercial Sports Facility Complex	108 townhouses	
Aircraft Noise Sensitive Development Policy:	Area 2: High Aircraft Noise Sensitive Land Uses (except new single family) may be considered	Complies	
	Bylaw Requirement	Proposed	Variance
Floor Area Ratio	Max. 0.65	0.65	None permitted
Lot Coverage:	Max. 40%	38.5%	None
Yards & Setbacks:			
Front Yard (No. 5 Road)	Min. 6 m	42.5 m	None
Interior Side Yard (North)	Min. 3 m	3.2 m	None
Exterior Side Yard (South)	Min. 6 m	2.3 m to 10.9 m	3.7 m reduction at Building 22 only
Rear Yard (West)	Min. 3 m	2.2 m to 34.0 m	0.8 m reduction at Building 22 only
Height:	Max. 12 m (3 storeys)	11.65 m (3 storey)	None
Lot Size:	Min. 30 m width Min. 35 m depth	64 m width (average) 306 m depth (average)	None
Off-street Parking Spaces:			
Resident	216	216	None
Visitor	22	27	
(Accessible)	(5)	(5)	
Total	238	243	
Tandem Parking Spaces:	Max. 50%	80% (194 spaces in 97 units)	30% increase
Small Car Parking Spaces:	Max. 50%	4.5% (11 spaces)	None
Amenity Space – Indoor:	Min. 100 m ²	110 m ²	None
Amenity Space – Outdoor:	648 m ²	894 m ²	None



City of
Richmond

Memorandum
Community Services Department
Recreation Services

To: Planning Committee
From: Gregg Wheeler
Manager, Sports and Community Events
Dave Semple
General Manager, Community Services
Date: October 15, 2013
File: 08-4430-01/2013-Vol 01
Re: Planning Committee Referral: Impact on Closure of Sportstown Re Loss of Private Recreational Facilities in Richmond

Background

At Planning Committee on January 22, 2013 an application for re-zoning of the property at 4991 No. 5 Rd. (known as Sportstown) was presented. Staff received a three-part referral. This memo addresses c)...*examine the potential implications that the loss of the existing on-site private recreation facility would have on the City's recreation facility inventory and its user groups.*"

Existing Use of the Facility

Sportstown is a commercial recreation complex that contains a for-profit indoor soccer and tennis facility along with a licensed restaurant and pro shop. In addition, the City of Richmond leases space within the complex for Richmond Gymnastics and Richmond Rod and Gun Club to operate their not-for-profit clubs. The original facility, Western Indoor Tennis, opened in 1972 and was purchased by the current owners in 2000. In 2011 the City exercised its option to extend the lease until 2016. There is no further option to renew.

Tennis Facility

The tennis facility at Sportstown consists of five indoor courts with approximately 100 members. Of these members, according to Sportstown records, approximately 33 are residents of Richmond. The facility is open 7 days a week. The privately owned and operated Elite Tennis Academy uses the facility for their youth and adult instructional programs.

Richmond is also served by four other publicly accessible indoor tennis facilities. The River Club at the south end of No. 5 Road has four indoor courts for its members. There are four indoor courts as part of the Steve Nash Club located on St Edwards Drive. The Steveston Community Centre has three indoor courts located behind the Steveston Community Centre. The Richmond Tennis Club, located on Gilbert Road, and has three courts in their tennis bubble that are in operation for six months each year during the winter season. These four facilities combined offer Richmond residents a total 14 indoor courts that can either be booked for one-time bookings or as part of a yearly membership package. The City of Richmond's 40 outdoor public tennis courts are located throughout the city and provide residents with access to tennis

close to their residence. Staff is not aware of issues related to participants not having access to courts due to demand exceeding available courts.

Sportstown's 100 tennis members can be accommodated at one of Richmond's other indoor public tennis facilities, or at existing facilities in the communities they reside in. Each of the four facilities presently has space for either pay as you go or yearly tennis memberships within the indoor tennis market.

Indoor Soccer Facility

Sportstown has three 9,900 square foot indoor soccer pads each with artificial turf located underneath an air supported bubble along with an arena style artificial turf pitch that is approximately 15,000 square feet in size. The four soccer pitches are primarily used for adult league play combined with TSS Soccer Academy programs.

Richmond Youth Soccer Association no longer rents or requires space from Sportstown for any of their programs. The availability of seven City of Richmond provided artificial turf fields allows the association to run their own development program on a year round basis. These fields total 500,000 square feet of space and are located across the city including one in King George Park, within half a kilometre of Sportstown. Richmond Youth Soccer uses approximately 12 hours a week of court time for futsal at the Richmond Olympic Oval as part of their athlete development program.

Sportstown's artificial turf fields are also occasionally used on a seasonal basis by other sport organizations for off-season training.

Sportstown presently offers an adult recreation small-sided soccer league. This year there are approximately 700 participants signed up according to their registration for their league with about 80% of participants residing outside of Richmond. The Richmond Olympic Oval hosts two adult co-ed indoor leagues thereby providing individuals with indoor soccer options for recreational play. There are other leagues and facilities within the lower mainland, along with the Oval, that have different levels of capacity to accommodate adult recreational soccer participants.

Rod and Gun Club

Sportstown currently leases 13268 sq.ft. of space to the City 3745 sq.ft. which is a mezzanine area used for a shared air pistol and archery range by the Richmond Rod and Gun Club. The club has mostly an adult membership and is aware that the lease expires in February of 2016. It has purchased property on Mitchell Island to meet its program needs. The City re-zoned the property in December 2009 to permit a shooting facility. Staff are currently in discussions with the club executive about moving the project forward considering the pending lease expiration.

Richmond Gymnastics Association

The gymnastics association is in a different situation. The association serves almost a totally youth based membership and is the one publicly supported gymnastics program provided in Richmond. The City leased space for gymnastics in Sportstown in 2001 to replace the RCA

Forum, to ensure the continuity of the broad based community program. The need for space continues. Richmond Gymnastics Association has a substantial recreational program as well as a successful competitive stream. The facility at Sportstown however, is outdated and not in a particularly accessible area of Richmond. Staff are currently working on options for the Association; including leasing a more suitable space and other joint location options. The Association has been working with staff and are aware of the need to complete this work prior to the lease expiry in February of 2016.

Conclusion

The closure of the facility will require Sportstown's existing tennis and adult indoor soccer participants to find alternatives within and outside of Richmond. Each of the other four public tennis facilities has capacity to accommodate Sportstown's existing tennis members. Sportstown's 700 regionally based adult indoor soccer participants will have to find alternatives at either the Richmond Olympic Oval or outside of Richmond. Richmond Youth Soccer will not be affected by the closure of Sportstown as they presently do not rent space within the facility or contract TSS to provide any athlete development programming services for them.

The end of the lease in February 2016 sets a date for which alternative locations must be secured for the Richmond Rod and Gun Club and the Richmond Gymnastics Association to continue their programs.



Gregg Wheeler
Manager, Sports and Community Events
(604-244-1274)



Dave Semple
General Manager, Community Services
(604-233-3350)

pc: SMT
Wayne Craig, Director of Development



Rezoning Considerations

Development Applications Division
6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 4991 No. 5 Road

File No.: RZ 11-593406

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 8986, the developer is required to complete the following:

1. Final Adoption of OCP Amendment Bylaws 8947 and 8948.
2. Provincial Ministry of Transportation & Infrastructure Approval (MOTI).
3. Confirmation of an agreement with MOTI to install required sound barrier fencing.
4. Submission of Community Services information for Council consideration regarding:
 - How gymnastics programming may be accommodated as part of the City's Capital plan.
 - Business terms associated with lease termination in the event that the City and the property owner come to an agreement on terminating the lease prior to February, 2016.
5. Registration of a flood indemnity covenant on title (Area A).
6. Registration of a legal agreement on Title to ensure that landscaping planted along the interface to BC Highway 91 and BC Highway 99 is maintained and will not be abandoned or removed. The purpose of the landscaping is to provide visual screening and to mitigate noise and dust.
7. Registration of a legal agreement on Title prohibiting the conversion of the tandem parking area into habitable space.
8. Registration of a legal agreement on Title to ensure that all dwelling units beyond 110 m from No. 5 Road are constructed with sprinklers for fire suppression.
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 and highway traffic noise impact 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. Participation in the City's Public Art program with on-site installation, or City acceptance of the developer's offer to voluntarily contribute \$0.75 per buildable square foot (e.g. \$104,663) towards the City's Public Art program.
11. City acceptance of the developer's offer to voluntarily contribute \$2.00 per buildable square foot (e.g. \$279,101) towards the City's affordable housing strategy.
12. City acceptance of the developer's offer to voluntarily contribute \$1,000,000.00 towards the City's Leisure Facilities Reserve Fund (Account 7721-80-000-00000-0000).
13. City acceptance of the developer's offer to voluntarily contribute \$10,000 towards a speed-reader board to be located on No. 5 Road.
14. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.
15. Enter into a Servicing Agreement* for the design and construction of frontage improvements and upgrades to sanitary and storm sewer systems. Works include, but may not be limited to:

16.

- a) No. 5 Road frontage improvements – removing the existing sidewalk and pouring a new 1.5 m concrete sidewalk at the property line, creating a grass boulevard (1.4 m +/-) between the new sidewalk and the existing curb & gutter. The new sidewalk location conflicts with an existing fire hydrant & two existing poles. The fire hydrant is to be relocated to the new grass boulevard. The two poles are to be undergrounded. Should the utility companies not be able to support undergrounding of these two poles, the City will require the poles to be relocated into the grass boulevard, subject to receiving a letter from the utilities advising of the reasons and guaranteeing the existing trees will not be sculpted to accommodate the wires.
- b) Sanitary sewer upgrade – construct new 200 mm diameter sanitary sewer to connect to the existing sanitary sewer on Dewsbury Drive (approximately 150 m): from the SE corner of the development site, northward up No. 5 Road to Dewsbury Drive, then west to the first manhole (manhole SMH 5377).
- c) Storm sewer upgrade – upgrade approximately 85 m of the existing storm sewer from 450 mm diameter pipe to the larger of 900 mm or OCP size (between manholes STMH6923 and STMH6922).

Prior to a Development Permit³ being forwarded to the Development Permit Panel for consideration, the developer is required to:

1. Submission of a report and recommendations prepared by an appropriate registered professional, which demonstrates that the proposed dwelling units can achieve the interior noise levels and interior thermal conditions identified below. The standard required for air conditioning systems and their alternatives (e.g. ground source heat pumps, heat exchangers and acoustic ducting) is the ASHRAE 55-2004 "Thermal Environmental Conditions for Human Occupancy" standard and subsequent updates as they may occur. Maximum interior noise levels (decibels) within the dwelling units must achieve CMHC standards follows:

Portions of Dwelling Units	Noise Levels (decibels)
Bedrooms	35 decibels
Living, dining, recreation rooms	40 decibels
Kitchen, bathrooms, hallways, and utility rooms	45 decibels

2. Submission of proof 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 10 on-site trees to be retained, three (3) on-site trees to be relocated onsite, 39 trees in the MOTI ROW to be protected, and two (2) hedges and five (5) trees on neighbouring residential properties to be protected. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections (no less than four (4)), and a provision for the Arborist to submit a post-construction assessment report to the City for review. Tree protection fencing is to be installed on-site prior to any demolition or construction activities occurring on-site. The project Arborist has recommended removal of some trees from neighbouring residential and MOTI property due to poor condition. A tree removal permit application may be submitted to the City for consideration with written authorization from the owner of the property where the tree is located.
3. Submit a landscaping security Letter-of-Credit in an amount based on a sealed estimate from the project registered Landscape Architect (including materials, labour & 10% contingency).

Prior to Building Permit Issuance, the developer must complete the following requirements:

1. Incorporation of features in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes regarding: tree protection, convertible units, aging in place, sustainability, fire suppression sprinkler systems, private on-site hydrants, and opportunities for fire trucks to turn around onsite.
2. Submission of reports with recommendations prepared by an appropriate registered professional and incorporation of the identified acoustic and thermal measures in Building Permit (BP) plans.
3. Submission of a Construction Parking and Traffic Management Plan to the Transportation Division. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
4. If applicable, payment of latecomer agreement charges associated with eligible latecomer works.

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 Division at 604-276-4285.

Note:

- * This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

Signed _____

Date _____



**Richmond Official Community Plan Bylaw 9000
Amendment Bylaw 8947 (RZ 11-593406)
4991 No. 5 Road**

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

1. Richmond Official Community Plan Bylaw 9000 is amended by repealing the existing land use designation in Attachment 1 to Schedule 1 (City of Richmond 2041 OCP Land Use Map) thereof of the following area and by designating it "Neighbourhood Residential".

P.I.D. 006-160-859

Lot 63 Except: Part on Statutory Right of Way Plan 76785; Section 36 Block 5 North Range
6 West New Westminster District Plan 41571

2. This Bylaw may be cited as "**Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 8947**".

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

OTHER REQUIREMENTS SATISFIED

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED 
APPROVED by Manager or Solicitor 



**Richmond Official Community Plan Bylaw 7100
Amendment Bylaw 8948 (RZ 11-593406)
4991 No. 5 Road**

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

1. Richmond Official Community Plan Bylaw 7100 is amended by repealing the existing land use designation in Schedule 2.11B (East Cambie Area Plan Land Use Map) thereof of the following area and by designating it "Residential".

P.I.D. 006-160-859

Lot 63 Except: Part on Statutory Right of Way Plan 76785; Section 36 Block 5 North Range
6 West New Westminster District Plan 41571

2. This Bylaw may be cited as "**Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 8948**".

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

OTHER REQUIREMENTS SATISFIED

ADOPTED

CITY OF RICHMOND
APPROVED By 
APPROVED by Manager or Solicitor 

MAYOR

CORPORATE OFFICER



**Richmond Zoning Bylaw 8500
Amendment Bylaw 8986 (RZ 11-593406)
4991 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 of the following area and by designating it "**MEDIUM DENSITY TOWNHOUSES (RTM2)**".

P.I.D. 006-160-859

Lot 63 Except: Part on Statutory Right of Way Plan 76785; Section 36 Block 5 North Range
6 West New Westminster District Plan 41571

2. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 8986**".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

MINISTRY OF TRANSPORTATION AND
INFRASTRUCTURE APPROVAL

ADOPTED

CITY OF RICHMOND
APPROVED by <i>B/L</i>
APPROVED by Director or Solicitor <i>ul</i>

MAYOR

CORPORATE OFFICER



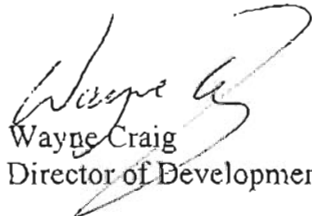
City of Richmond

Report to Committee Planning and Development Department

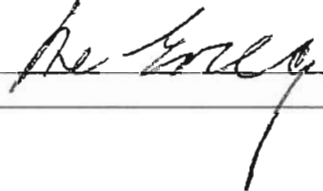
To: Planning Committee Date: October 7, 2013
From: Wayne Craig File: RZ 11-590130
Director of Development
Re: Application by Jordan Kutev Architects Inc. for Rezoning at 22691 and 22711
Westminster Highway from Single Detached (RS1/F) to Town Housing - Hamilton
(ZT11)

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9064, for the rezoning of 22691 and 22711 Westminster Highway from "Single Detached (RS1/F)" to "Town Housing - Hamilton (ZT11)", be introduced and given first reading.


Wayne Craig
Director of Development

WC:
Att.

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

Staff Report

Origin

Jordan Kutev Architects Inc. has applied to the City of Richmond for permission to rezone 22691 and 22711 Westminster Highway from “Single Detached (RS1/F)” zone to “Town Housing – Hamilton (ZT11)” zone in order to permit the development of 11 townhouse units on the consolidated development site with vehicle access proposed from Westminster Highway. A location map is provided in **Attachment 1**.

Findings of Fact

A preliminary site plan, landscape plan and building elevations are provided in **Attachment 2**. A Development Application Data Sheet is provided in **Attachment 3**.

Surrounding Development

To the North: An existing townhouse development zoned “Town Housing – Hamilton (ZT3)”.

To the East: Across Westminster Highway are vacant “Single-Detached (RS1/F)” zoned lots and a townhouse development zoned “Town Housing – Hamilton (ZT11)”.

To the South: Existing houses zoned “Single-Detached (RS1/B)”.

To the West: Existing houses zoned “Single-Detached (RS1/B)”.

Related Policies & Studies

2041 Official Community Plan Land Use Designation

The subject site is designated for Neighbourhood Residential (NRES) in the 2041 Official Community Plan (OCP) land use map. The NRES designation permits single-family, two-family and townhouse residential uses. The proposed rezoning complies with the existing land use designation.

Hamilton Area Plan – Lower Westminster Sub Area Plan

The subject site is located within the Hamilton Area Plan – Lower Westminster Sub Area, which designates the subject site for:

“Small and Large Lot Single Family Residential; Two Family Residential; Townhouse Residential; & Institutional”

The Lower Westminster Sub Area permits a range of permitted densities from 11 to 25 units per acre to a maximum of 700 dwelling units total for this area (refer to **Attachment 4** for a copy of the Lower Westminster Sub Area Plan). The proposed 11 unit townhouse development complies with the existing land use designations and the range of densities permitted in the Hamilton Area Plan – Lower Westminster Sub Area. City staff have also confirmed that the current number of total dwelling units in the Lower Westminster Sub Area is well below the 700 dwelling unit maximum identified in the plan and can accommodate the proposed 11 units to be added from this development.

Hamilton Area Plan Concept

In January 2012, Council endorsed the planning process to update the Hamilton Area Plan mainly for Areas 2 and 3 of the plan (**Attachment 5**). A series of open houses have been held, and the last (third open house) was held on June 27, 2013, which presented the Hamilton Area Plan concept to the community. The proposed 11 unit townhouse residential development is consistent with the proposed land use designations and densities proposed for Area 1 (Lower Westminster Sub Area Plan) in the Hamilton Area Plan concept presented at the June 27, 2013 open house. The Hamilton Area Plan concept proposes to maintain the current densities in Area 1, with no identified changes or impacts to this site.

Affordable Housing Strategy

In accordance with the City's Affordable Housing Strategy, a cash contribution of \$2.00 per sq. ft. for a total cash contribution of \$23,353 will be made in accordance with the strategy.

Universal Housing Features

Incorporation of convertible housing features and age in place measures in this project will be reviewed through the processing of the Development Permit applications based on applicable 2041 OCP guidelines and City policies.

Flood Plain Designation and Protection Bvlaw (8204)

Registration of a Flood Plain Covenant on title that requires a minimum flood construction level of 3.5 m (geodetic survey datum) is required and will be secured as a rezoning consideration for the development proposal.

Public Art Program

In accordance with the City's Public Art Program, a cash contribution to the public art reserve at a rate of \$0.77 per sq. ft. is being secured as a rezoning consideration for this development for a total cash contribution of \$8,991.

Consultation

Rezoning signage has been posted on the property as one of the notification requirements to inform of the submitted rezoning proposal for the townhouse project. To date, no public correspondence has been received on this application. Any correspondence received through the remaining rezoning process will be forwarded to Council.

Ministry of Transportation Referral

This rezoning application was referred to the Ministry of Transportation due to the proximity of the site to the Highway 91 and Westminster Highway Interchange. Preliminary approval has been granted by the Ministry. Final approval from the Ministry of Transportation will be completed as a rezoning consideration for the development.

Staff Comments

Trees

Assessment of Trees

A tree survey and arborist report has been submitted in support of the rezoning application. The City's Tree Preservation Coordinator reviewed these materials in conjunction with the rezoning plans and provided the following comments (reference **Attachment 6** for a tree preservation plan):

- 18 trees located on the subject site of which:
 - 3 (Untagged) are dead and should be removed and replaced.
 - A 21 cm calliper Pine (Tag #948) is in visible decline and should be removed and replaced.
 - 13 cottonwood trees (Tag #949) located on the south edge of the site are in poor condition and have been previously topped. Due to the existing poor condition of the trees and required modifications to prepare the site for the proposed development, these trees should be removed and replaced.
 - A 50 cm calliper Norway Spruce tree (Tag #947) is in good condition. However, this tree falls within the proposed building envelope of the development and retention of this tree would involve a loss of 4 units from the proposed 11 unit townhouse project. To compensate for the loss of this healthy tree, the applicant should provide one 5 m tall specimen conifer tree to be integrated into the landscaped street frontage of the development.
 - 2 trees located on the neighbouring properties to the west are in poor/declining conditions based on the assessment from the consulting arborist. The developer is currently in discussions with this neighbouring property owner about removal of these 2 off-site trees based on the recommendation from the consulting arborist. Should the developer and neighbouring property owner come to an agreement over removal of these trees, a permit is required based on the provisions of Tree Protection Bylaw 8057. Until such time, installation and inspection of tree protection measures and fencing to protect the two off-site trees located on the neighbouring property to the west is required as a rezoning consideration of the development.

Required Tree Compensation

A preliminary landscape plan has been submitted and confirms that a minimum of 25 trees can be planted on-site as part of the redevelopment. Based on the 18 on-site trees to be removed and a 2:1 tree replacement ratio guideline outlined in the 2041 OCP, the balance of 11 trees not planted on site will be compensated for through a voluntary cash in lieu contribution of \$5,500 to the City's tree compensation fund (based on \$500 per tree). If additional replacement trees can be planted on-site (beyond the 25 identified in the landscape plan) through the processing of the forthcoming Development Permit, the cash in lieu contribution can be reduced at a rate of \$500 per additional replacement tree proposed on-site. City staff will also ensure that a minimum 5 m tall specimen conifer tree is planted along the frontage of the development in accordance with recommendations from the City's Tree Preservation Coordinator.

Access and Parking Configuration

One vehicle access is proposed at the north edge of the development site to provide for adequate separation distance from the signalized intersection at Westminster Highway and McLean Avenue to the south. Provisions for this development to also provide for access to neighbouring properties to the north or south of the subject site is not necessary as the properties to the south are zoned and designated for single-family development only and already have access to McLean Avenue. The property to the north contains an existing townhouse complex with access provided from Norton Court. The proposed access location and configuration has been reviewed and is supported by Transportation staff.

A pedestrian linkage is proposed at the south edge of the subject site to provide a pathway for the rear townhouse units to gain access Westminster Highway. This pathway is for use only by residents of the townhouse development; therefore, no legal agreements are required to secure access for the general public.

The proposal provides two parking stalls for each townhouse unit (22 spaces total) and 3 visitor parking stalls, which complies with the parking requirements contained in the zoning bylaw. 100% of parking stalls (22 stalls) associated with the townhouse units are proposed to be parked in tandem arrangement, which will require a variance to be reviewed through the Development Permit application. A legal agreement to ensure that tandem parking spaces are not converted to living space is required to be registered on title as a rezoning consideration. The proposed variance to allow the tandem parking arrangement is discussed in further detail in the Analysis section of this report.

Transportation Infrastructure Upgrades

Transportation related infrastructure upgrades to be completed as part of the subject site's redevelopment include the following:

- For the entire subject site's Westminster Highway frontage south to McLean Avenue, design and construction of a road cross-section to facilitate a 14.1 m pavement width (to accommodate 3 vehicular lanes of travel at 3.5 m width each, 2 bicycle lanes of travel at 1.8 m each), concrete curb and gutter, 1.5 m wide grass and treed boulevard and 1.5 m wide sidewalk along the west side of Westminster Highway.
- North of the consolidated site's Westminster Highway frontage, design and construction of an interim 1.5 m interim asphalt pathway to connect to the existing pathway to the north.
- Upgrades to the existing signalized intersection at Westminster Highway and McLean Avenue to include audible pedestrian signal features.
- The above works are to be undertaken through a City Servicing Agreement application, which is required to be completed as a rezoning consideration (**Attachment 7**) for this development.

Site Servicing and Utility Requirements

A storm capacity analysis was completed, which did not identify any required upgrades to accommodate this development. No capacity analyses were required to examine the City sanitary sewer or water systems. A 3 m by 3 m statutory right of way is required to be secured on the subject property at the north edge of the site adjacent to Westminster Highway to

accommodate sanitary sewer service infrastructure (including a connection, inspection chamber and manhole). A utility pole located along the subject site's Westminster Highway frontage may need to be relocated as a result of the proposed frontage works, which will be confirmed through the Servicing Agreement.

The Servicing Agreement will include all referenced frontage, road and signalized intersection upgrades, site service connections/tie-ins and potential utility pole relocation.

Indoor and Outdoor Amenity Space Requirements

A cash contribution is being provided by the developer in lieu of provisions for an on-site indoor amenity space for this development based on Council Policy, at a rate of \$1,000 per dwelling unit, for a total contribution of \$11,000.

On-site outdoor amenity space is being provided in the townhouse project at the south east corner of the subject site and is sized in accordance with the 2041 OCP guidelines. Design and programming refinement of the outdoor amenity will be completed through the forthcoming Development Permit application.

Noise Mitigation

The subject site front's directly onto Westminster Highway, which is a major transportation corridor through the area accommodating vehicle, transit, bicycle and pedestrian traffic. The 2041 OCP Development Permit Guidelines and Hamilton Sub Area Plan Development Permit Guidelines contain policies to provide noise mitigation measures for multi-family developments that may be impacted by adjacent activities related to traffic and transit. As a result, the following is proposed to address noise mitigation measures:

- Registration of a legal agreement on title to ensure noise mitigation is incorporated into the overall design of the project based on criteria contained in the 2041 OCP is a requirement of the rezoning.
- Through the forthcoming Development Permit application, require the submission of an acoustical report from the appropriate professional to demonstrate and confirm that the design of the development will comply with 2041 OCP noise level criteria, which also must take into account thermal requirements.

Rezoning Considerations

A copy of the rezoning considerations that are required to be completed as part of this application is contained in **Attachment 7**. The developer is aware of and has agreed to these requirements.

Analysis

Compliance with Hamilton Area Plan

The proposed 11 unit townhouse development complies with existing Hamilton Area Plan – Lower Westminster Sub Area provisions for residential redevelopment and is consistent with other low-density townhouse projects previously approved in this area. This project also complies with the proposed Hamilton Area Plan concept presented at the last open house on June 27, 2013

Conditions of Adjacency

The townhouse project fronts directly onto Westminster Highway and a 6 m setback is required in the proposed zone to facilitate the development of an appropriate streetscape and landscape treatment. Road and frontage upgrades are also required as part of the servicing for this development, which will integrate with existing frontage improvements in the area.

A suitable rear yard interface for the existing single-family developments to the west and south is required for this development. The proposed site plan would result in a 5 m setback along the south property line (side yard for the development adjacent to the rear yard of single-family). A setback ranging from 3.3 m to 4.5 m along the west property line (rear yard for the development adjacent to rear yard of single-family) is proposed. A 4.7 m setback is proposed along the north property line adjacent to the existing 3-storey neighbouring townhouse development. These setbacks comply with the provisions of the Town Housing – Hamilton (ZT11) zoning proposed for the development and will enable appropriate landscaping treatments to be implemented to integrate with the existing surrounding land uses.

Requested Variances

A variance request will be included in the Development Permit application to increase the proportion of parking spaced arranged in a tandem configuration from 50% to 100% will be required to allow 22 tandem parking spaces associated with the 11 townhouse units. Staff supports the requested variance as a tandem parking configuration enables for an efficient and compact site plan and also enables the ability for the townhouse development to comply with the minimum Flood Construction Level (FCL) of 3.5 m (geodetic survey datum) applicable to this area. Tandem parking allows for the habitable space to be located on the level above the parking garage and above the minimum FCL. This approach also avoids permanent modifications to the site to raise the overall grade and elevation of the property in order to meet the minimum FCL.

Furthermore, this variance request is supported as the rezoning application and supporting site plan and parking arrangement was submitted on September 20, 2011 prior to amendments to tandem parking regulations in the Zoning bylaw in March 18, 2013 that placed a 50% maximum of parking spaces that could be parked in a tandem arrangement. Prior to the March 18, 2013 amendment, there were no restrictions on the number of parking spaces that could be arranged in tandem configuration for low-density townhouse redevelopments. Transportation has reviewed the tandem parking arrangement and proposed variance and are supportive of the project and parking configuration.

Development Permit Considerations

A Development Permit application will be required for this project to review overall urban design, form and character and landscaping components. This Development Permit application will be completed to a satisfactory level before the rezoning bylaw can be considered for final adoption by Council. The following is a general list of items to be examined through the processing of the Development Permit:

- Review to ensure compliance with 2041 OCP and Hamilton Sub Area Plan Multi-Family Development Permit Guidelines.

- Review of all requested variances – Based on the submitted site plan, a variance is being requested to allow for 100% off-street parking spaces for the dwelling units (22 parking spaces total) to be parked in tandem arrangement.
- Refinement of the landscape plan to confirm tree replacement provisions as recommended by City's Tree Preservation Coordinator and appropriate planting and open space provisions along the front, side and rear yards of the project to integrate with the neighbouring land uses and on-site outdoor amenity space, walkway and visitor parking features.
- Review overall form, character and architectural features of the development to integrate and provide a cohesive design consistent with the existing surrounding residential land uses.
- Provisions for convertible unit features and other age-in-place design measures to be incorporated into the development.

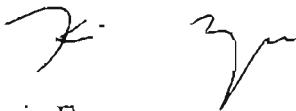
Financial Impact or Economic Impact

None.

Conclusion

The proposal for an 11 unit townhouse development complies with the Hamilton Area Plan and is consistent with the zoning applied for other recently approved townhouse developments in this area (Lower Westminster Sub Area). The overall configuration and massing of the townhouse project is sensitive to the existing surrounding residential land uses. Frontage and road upgrades along this portion of Westminster Highway will also be completed and will integrate with existing infrastructure in the area. Further design detailing and refinement will be undertaken through the Development Permit application.

It is recommended that Richmond Zoning Bylaw 8500, amendment Bylaw 9064 be introduced and given first reading.



Kevin Eng
Planner I

KE:cas

Attachment 1: Location Map

Attachment 2: Conceptual Development Plans

Attachment 3: Development Application Data Sheet

Attachment 4: Hamilton Area Plan – Lower Westminster Sub Area Land Use Map

Attachment 5: Hamilton Area Context Map

Attachment 6: Tree Preservation Plan

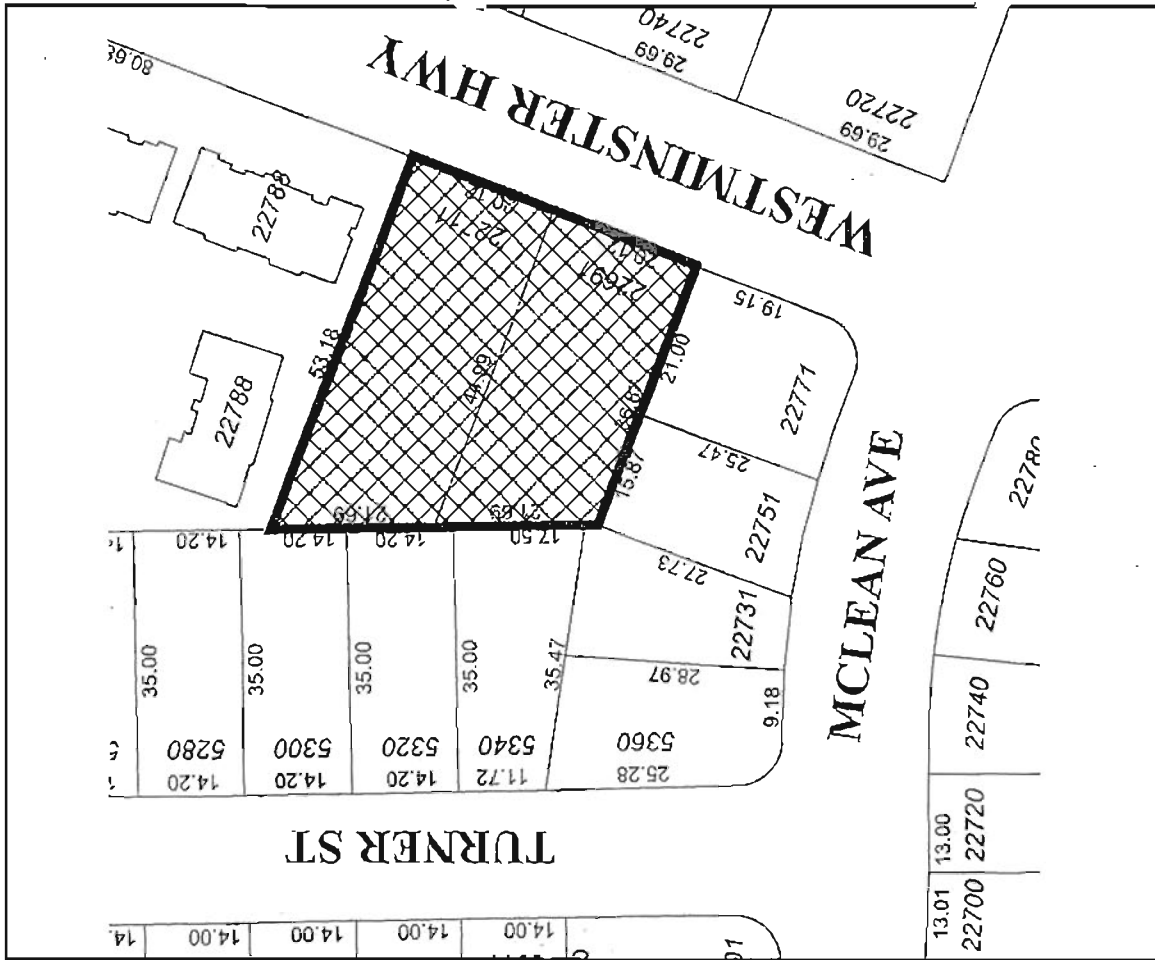
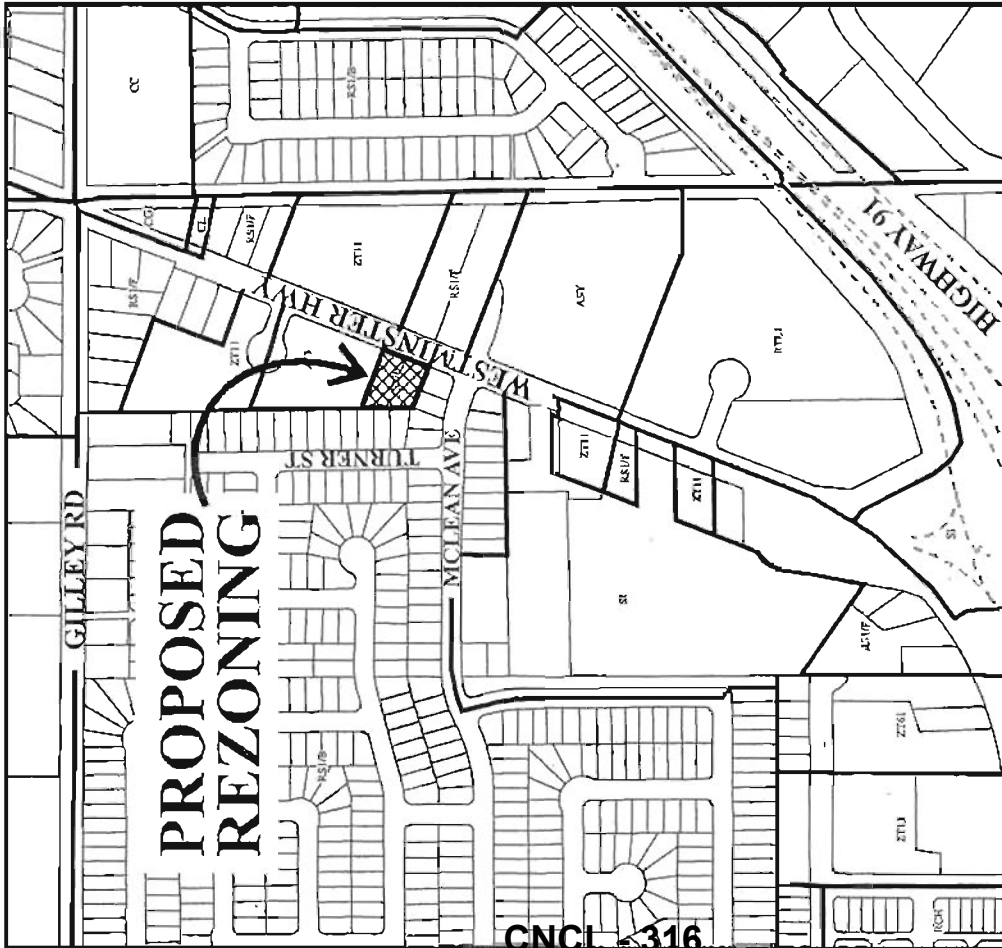
Attachment 7: Rezoning Considerations Concurrence



City of Richmond

PROPOSED REZONING

CNCL-316

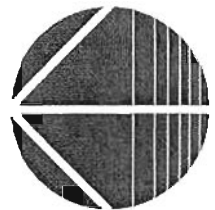


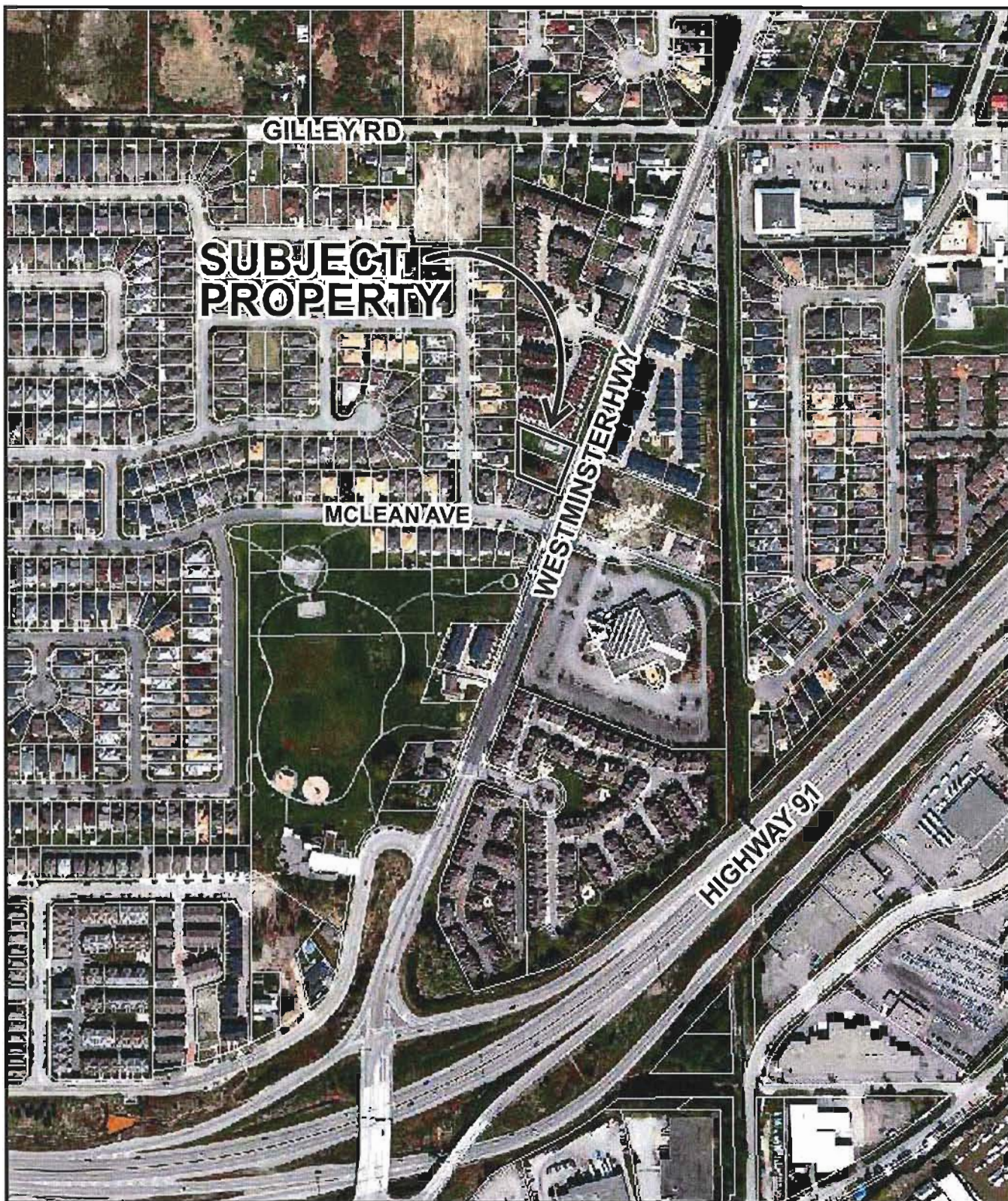
Original Date: 10/11/11

Revision Date:

Note: Dimensions are in METRES

RZ 11-590130



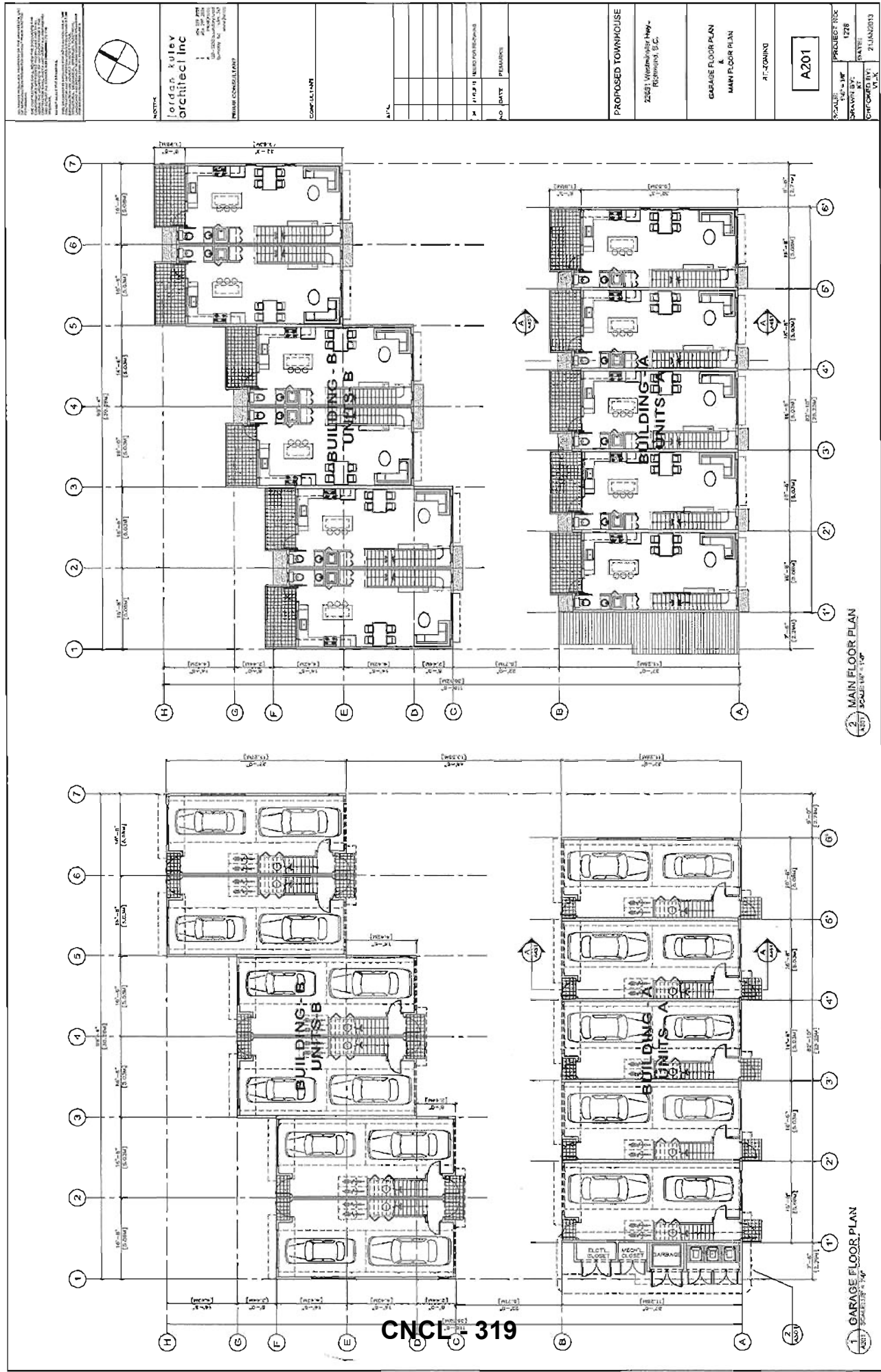


RZ 11-590130

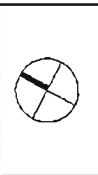
Original Date: 10/11/11

Amended Date:

Note: Dimensions are in METRES



NOTES:
1. ALL DIMENSIONS ARE IN FEET AND INCHES.
2. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
3. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
4. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
5. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
6. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
7. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
8. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
9. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
10. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.



NOTES:
1. ALL DIMENSIONS ARE IN FEET AND INCHES.
2. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
3. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
4. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
5. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
6. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
7. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
8. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
9. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
10. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.

NOTES:
1. ALL DIMENSIONS ARE IN FEET AND INCHES.
2. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
3. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
4. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
5. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
6. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
7. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
8. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
9. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
10. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.

NOTES:
1. ALL DIMENSIONS ARE IN FEET AND INCHES.
2. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
3. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
4. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
5. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
6. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
7. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
8. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
9. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
10. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.

NO.	DATE	REVISIONS
1	11/01/18	REVISIONS
2		
3		
4		
5		
6		
7		
8		
9		
10		

PROPOSED TOWNHOUSE
2283 Woodbridge Way
RICHMOND, VA
ARCHITECT
JORDAN KULEY
architect inc

PROPOSED TOWNHOUSE
2283 Woodbridge Way
RICHMOND, VA
ARCHITECT
JORDAN KULEY
architect inc

PROPOSED TOWNHOUSE
2283 Woodbridge Way
RICHMOND, VA
ARCHITECT
JORDAN KULEY
architect inc

PROPOSED TOWNHOUSE
2283 Woodbridge Way
RICHMOND, VA
ARCHITECT
JORDAN KULEY
architect inc

PROPOSED TOWNHOUSE
2283 Woodbridge Way
RICHMOND, VA
ARCHITECT
JORDAN KULEY
architect inc

CNCL-319

2 MAIN FLOOR PLAN
SCALE: 1/8" = 1'-0"

1 GARAGE FLOOR PLAN
SCALE: 1/8" = 1'-0"

PROJECT INFORMATION

PROJECT NO. 21-00000000

DATE: 12/20/2021

CHECKED BY: VJA

CLIENT

2100 Westchester Way,
Baltimore, MD

ARCHITECT

JOHANN KULEV
architect inc

PROPOSED TOWNHOUSE

UPPER FLOOR PLAN & ROOF PLAN

REVISIONS

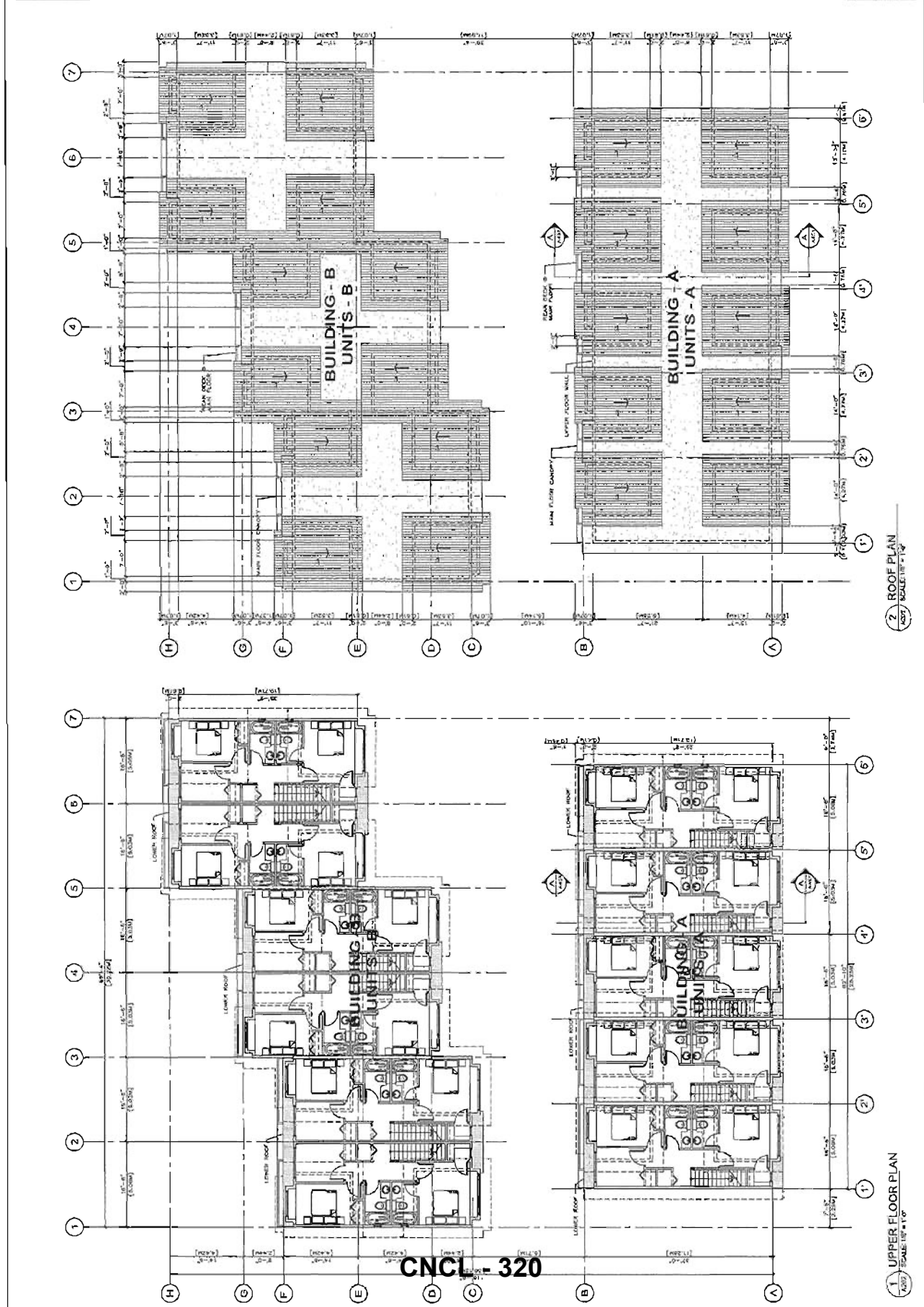
NO.	DATE	REMARKS
1	12/20/2021	ISSUED FOR PERMITS

SCALE: 1/8" = 1'-0"

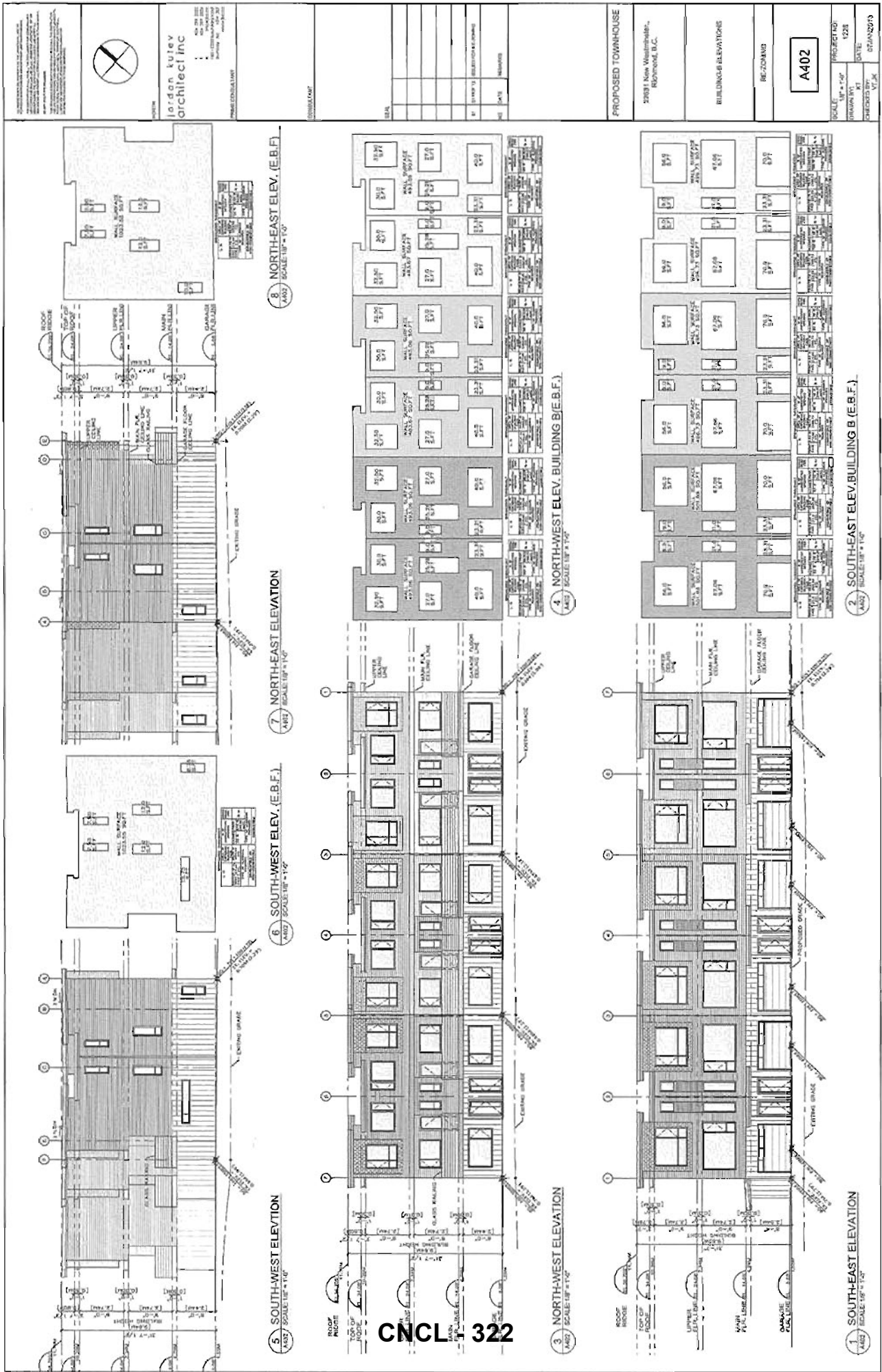
PROJECT NO.: 21-00000000

DATE: 12/20/2021

CHECKED BY: VJA



CNCL - 320





©Copyright reserved. This drawing and design is the property of PMS Landscape Architects, and may not be reproduced or used for other projects without their permission.

pms
LANDSCAPE
ARCHITECTS
P.O. BOX 1000
Suite C100 4300 West Creek Drive
Boulder, Colorado 80504
P: 303.440.1111 F: 303.440.1122

04

PROJECT:
TOWNHOUSE
DEVELOPMENT
22601, 22701 WESTMINSTER HWY
NICHOLS

NO.	DATE	REVISION DESCRIPTION	BY
1	11/11/10	ISSUED FOR PERMITS	MS
2	11/11/10	ISSUED FOR PERMITS	MS
3	11/11/10	ISSUED FOR PERMITS	MS
4	11/11/10	ISSUED FOR PERMITS	MS
5	11/11/10	ISSUED FOR PERMITS	MS
6	11/11/10	ISSUED FOR PERMITS	MS
7	11/11/10	ISSUED FOR PERMITS	MS
8	11/11/10	ISSUED FOR PERMITS	MS
9	11/11/10	ISSUED FOR PERMITS	MS
10	11/11/10	ISSUED FOR PERMITS	MS
11	11/11/10	ISSUED FOR PERMITS	MS
12	11/11/10	ISSUED FOR PERMITS	MS
13	11/11/10	ISSUED FOR PERMITS	MS
14	11/11/10	ISSUED FOR PERMITS	MS
15	11/11/10	ISSUED FOR PERMITS	MS
16	11/11/10	ISSUED FOR PERMITS	MS
17	11/11/10	ISSUED FOR PERMITS	MS
18	11/11/10	ISSUED FOR PERMITS	MS
19	11/11/10	ISSUED FOR PERMITS	MS
20	11/11/10	ISSUED FOR PERMITS	MS
21	11/11/10	ISSUED FOR PERMITS	MS
22	11/11/10	ISSUED FOR PERMITS	MS
23	11/11/10	ISSUED FOR PERMITS	MS
24	11/11/10	ISSUED FOR PERMITS	MS
25	11/11/10	ISSUED FOR PERMITS	MS
26	11/11/10	ISSUED FOR PERMITS	MS
27	11/11/10	ISSUED FOR PERMITS	MS
28	11/11/10	ISSUED FOR PERMITS	MS
29	11/11/10	ISSUED FOR PERMITS	MS
30	11/11/10	ISSUED FOR PERMITS	MS
31	11/11/10	ISSUED FOR PERMITS	MS
32	11/11/10	ISSUED FOR PERMITS	MS
33	11/11/10	ISSUED FOR PERMITS	MS
34	11/11/10	ISSUED FOR PERMITS	MS
35	11/11/10	ISSUED FOR PERMITS	MS
36	11/11/10	ISSUED FOR PERMITS	MS
37	11/11/10	ISSUED FOR PERMITS	MS
38	11/11/10	ISSUED FOR PERMITS	MS
39	11/11/10	ISSUED FOR PERMITS	MS
40	11/11/10	ISSUED FOR PERMITS	MS
41	11/11/10	ISSUED FOR PERMITS	MS
42	11/11/10	ISSUED FOR PERMITS	MS
43	11/11/10	ISSUED FOR PERMITS	MS
44	11/11/10	ISSUED FOR PERMITS	MS
45	11/11/10	ISSUED FOR PERMITS	MS
46	11/11/10	ISSUED FOR PERMITS	MS
47	11/11/10	ISSUED FOR PERMITS	MS
48	11/11/10	ISSUED FOR PERMITS	MS
49	11/11/10	ISSUED FOR PERMITS	MS
50	11/11/10	ISSUED FOR PERMITS	MS
51	11/11/10	ISSUED FOR PERMITS	MS
52	11/11/10	ISSUED FOR PERMITS	MS
53	11/11/10	ISSUED FOR PERMITS	MS
54	11/11/10	ISSUED FOR PERMITS	MS
55	11/11/10	ISSUED FOR PERMITS	MS
56	11/11/10	ISSUED FOR PERMITS	MS
57	11/11/10	ISSUED FOR PERMITS	MS
58	11/11/10	ISSUED FOR PERMITS	MS
59	11/11/10	ISSUED FOR PERMITS	MS
60	11/11/10	ISSUED FOR PERMITS	MS
61	11/11/10	ISSUED FOR PERMITS	MS
62	11/11/10	ISSUED FOR PERMITS	MS
63	11/11/10	ISSUED FOR PERMITS	MS
64	11/11/10	ISSUED FOR PERMITS	MS
65	11/11/10	ISSUED FOR PERMITS	MS
66	11/11/10	ISSUED FOR PERMITS	MS
67	11/11/10	ISSUED FOR PERMITS	MS
68	11/11/10	ISSUED FOR PERMITS	MS
69	11/11/10	ISSUED FOR PERMITS	MS
70	11/11/10	ISSUED FOR PERMITS	MS
71	11/11/10	ISSUED FOR PERMITS	MS
72	11/11/10	ISSUED FOR PERMITS	MS
73	11/11/10	ISSUED FOR PERMITS	MS
74	11/11/10	ISSUED FOR PERMITS	MS
75	11/11/10	ISSUED FOR PERMITS	MS
76	11/11/10	ISSUED FOR PERMITS	MS
77	11/11/10	ISSUED FOR PERMITS	MS
78	11/11/10	ISSUED FOR PERMITS	MS
79	11/11/10	ISSUED FOR PERMITS	MS
80	11/11/10	ISSUED FOR PERMITS	MS
81	11/11/10	ISSUED FOR PERMITS	MS
82	11/11/10	ISSUED FOR PERMITS	MS
83	11/11/10	ISSUED FOR PERMITS	MS
84	11/11/10	ISSUED FOR PERMITS	MS
85	11/11/10	ISSUED FOR PERMITS	MS
86	11/11/10	ISSUED FOR PERMITS	MS
87	11/11/10	ISSUED FOR PERMITS	MS
88	11/11/10	ISSUED FOR PERMITS	MS
89	11/11/10	ISSUED FOR PERMITS	MS
90	11/11/10	ISSUED FOR PERMITS	MS
91	11/11/10	ISSUED FOR PERMITS	MS
92	11/11/10	ISSUED FOR PERMITS	MS
93	11/11/10	ISSUED FOR PERMITS	MS
94	11/11/10	ISSUED FOR PERMITS	MS
95	11/11/10	ISSUED FOR PERMITS	MS
96	11/11/10	ISSUED FOR PERMITS	MS
97	11/11/10	ISSUED FOR PERMITS	MS
98	11/11/10	ISSUED FOR PERMITS	MS
99	11/11/10	ISSUED FOR PERMITS	MS
100	11/11/10	ISSUED FOR PERMITS	MS

DATE: 11/11/10
SCALE: 1/8" = 1'-0"
DRAWN: MS
DESIGN: MS
CHECKED: MS
DATE: 11/11/10

PROJECT NUMBER: 11-007

LANDSCAPE PLAN

DATE: 11/11/10

SCALE: 1/8" = 1'-0"

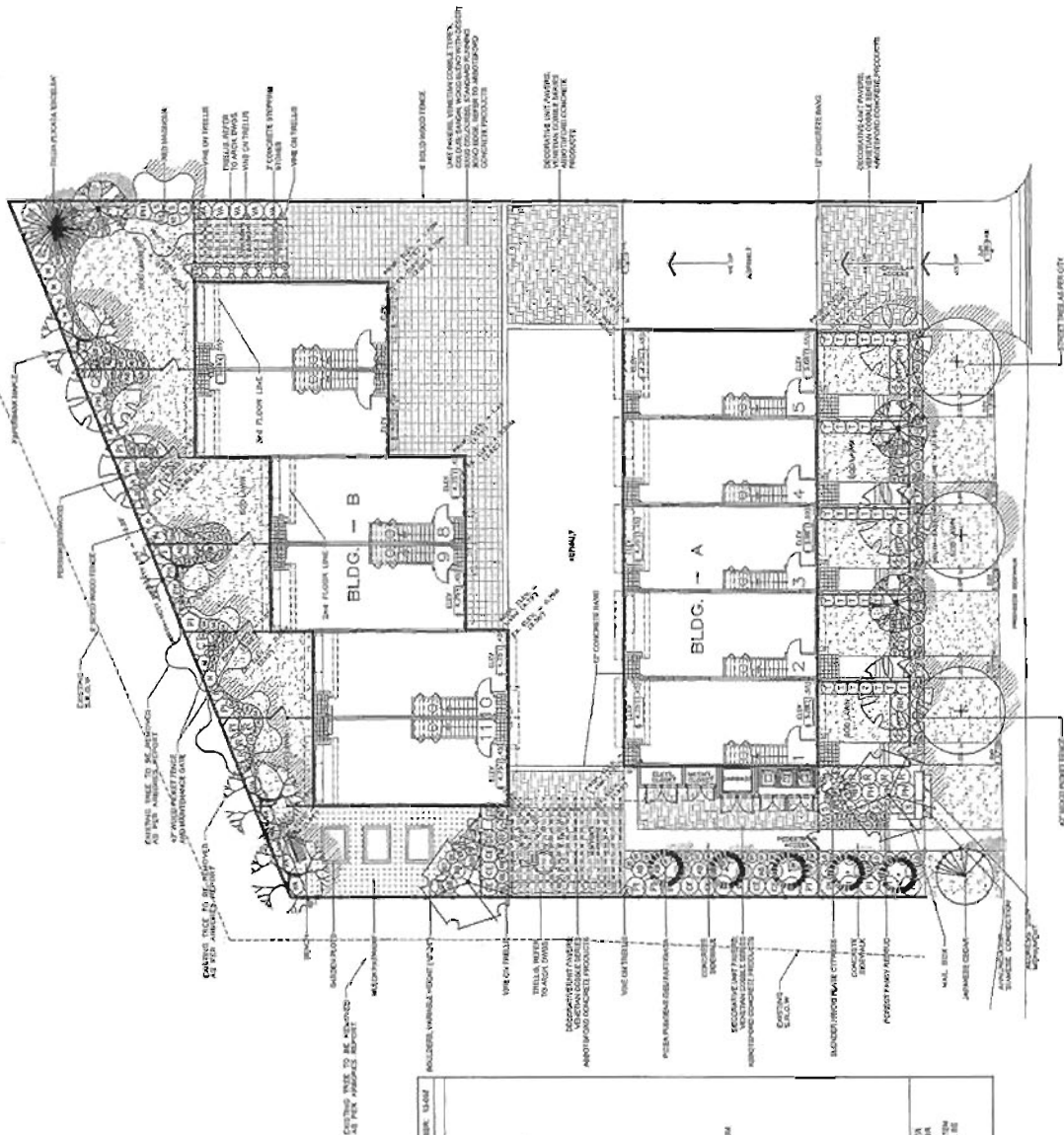
DRAWN: MS

DESIGN: MS

CHECKED: MS

DATE: 11/11/10

PROJECT NUMBER: 11-007



PLANT SCHEDULE		COMMON NAME	PLANT SPECIES	PLANT PROJECT NUMBER: 11-007
1	1	ACER BOREALIS	ACER BOREALIS	
2	2	ACER FRATERNUS	ACER FRATERNUS	
3	3	ACER RUBRUM	ACER RUBRUM	
4	4	ACER SPICATUM	ACER SPICATUM	
5	5	ALNUS GLABRA	ALNUS GLABRA	
6	6	ALNUS INCANA	ALNUS INCANA	
7	7	ALNUS MONTANA	ALNUS MONTANA	
8	8	ALNUS PULCHRA	ALNUS PULCHRA	
9	9	ALNUS SPICATA	ALNUS SPICATA	
10	10	ALNUS VITIDIFOLIA	ALNUS VITIDIFOLIA	
11	11	AMALANCHA	AMALANCHA	
12	12	AMALANCHA	AMALANCHA	
13	13	AMALANCHA	AMALANCHA	
14	14	AMALANCHA	AMALANCHA	
15	15	AMALANCHA	AMALANCHA	
16	16	AMALANCHA	AMALANCHA	
17	17	AMALANCHA	AMALANCHA	
18	18	AMALANCHA	AMALANCHA	
19	19	AMALANCHA	AMALANCHA	
20	20	AMALANCHA	AMALANCHA	
21	21	AMALANCHA	AMALANCHA	
22	22	AMALANCHA	AMALANCHA	
23	23	AMALANCHA	AMALANCHA	
24	24	AMALANCHA	AMALANCHA	
25	25	AMALANCHA	AMALANCHA	
26	26	AMALANCHA	AMALANCHA	
27	27	AMALANCHA	AMALANCHA	
28	28	AMALANCHA	AMALANCHA	
29	29	AMALANCHA	AMALANCHA	
30	30	AMALANCHA	AMALANCHA	
31	31	AMALANCHA	AMALANCHA	
32	32	AMALANCHA	AMALANCHA	
33	33	AMALANCHA	AMALANCHA	
34	34	AMALANCHA	AMALANCHA	
35	35	AMALANCHA	AMALANCHA	
36	36	AMALANCHA	AMALANCHA	
37	37	AMALANCHA	AMALANCHA	
38	38	AMALANCHA	AMALANCHA	
39	39	AMALANCHA	AMALANCHA	
40	40	AMALANCHA	AMALANCHA	
41	41	AMALANCHA	AMALANCHA	
42	42	AMALANCHA	AMALANCHA	
43	43	AMALANCHA	AMALANCHA	
44	44	AMALANCHA	AMALANCHA	
45	45	AMALANCHA	AMALANCHA	
46	46	AMALANCHA	AMALANCHA	
47	47	AMALANCHA	AMALANCHA	
48	48	AMALANCHA	AMALANCHA	
49	49	AMALANCHA	AMALANCHA	
50	50	AMALANCHA	AMALANCHA	
51	51	AMALANCHA	AMALANCHA	
52	52	AMALANCHA	AMALANCHA	
53	53	AMALANCHA	AMALANCHA	
54	54	AMALANCHA	AMALANCHA	
55	55	AMALANCHA	AMALANCHA	
56	56	AMALANCHA	AMALANCHA	
57	57	AMALANCHA	AMALANCHA	
58	58	AMALANCHA	AMALANCHA	
59	59	AMALANCHA	AMALANCHA	
60	60	AMALANCHA	AMALANCHA	
61	61	AMALANCHA	AMALANCHA	
62	62	AMALANCHA	AMALANCHA	
63	63	AMALANCHA	AMALANCHA	
64	64	AMALANCHA	AMALANCHA	
65	65	AMALANCHA	AMALANCHA	
66	66	AMALANCHA	AMALANCHA	
67	67	AMALANCHA	AMALANCHA	
68	68	AMALANCHA	AMALANCHA	
69	69	AMALANCHA	AMALANCHA	
70	70	AMALANCHA	AMALANCHA	
71	71	AMALANCHA	AMALANCHA	
72	72	AMALANCHA	AMALANCHA	
73	73	AMALANCHA	AMALANCHA	
74	74	AMALANCHA	AMALANCHA	
75	75	AMALANCHA	AMALANCHA	
76	76	AMALANCHA	AMALANCHA	
77	77	AMALANCHA	AMALANCHA	
78	78	AMALANCHA	AMALANCHA	
79	79	AMALANCHA	AMALANCHA	
80	80	AMALANCHA	AMALANCHA	
81	81	AMALANCHA	AMALANCHA	
82	82	AMALANCHA	AMALANCHA	
83	83	AMALANCHA	AMALANCHA	
84	84	AMALANCHA	AMALANCHA	
85	85	AMALANCHA	AMALANCHA	
86	86	AMALANCHA	AMALANCHA	
87	87	AMALANCHA	AMALANCHA	
88	88	AMALANCHA	AMALANCHA	
89	89	AMALANCHA	AMALANCHA	
90	90	AMALANCHA	AMALANCHA	
91	91	AMALANCHA	AMALANCHA	
92	92	AMALANCHA	AMALANCHA	
93	93	AMALANCHA	AMALANCHA	
94	94	AMALANCHA	AMALANCHA	
95	95	AMALANCHA	AMALANCHA	
96	96	AMALANCHA	AMALANCHA	
97	97	AMALANCHA	AMALANCHA	
98	98	AMALANCHA	AMALANCHA	
99	99	AMALANCHA	AMALANCHA	
100	100	AMALANCHA	AMALANCHA	

CNCL - 324



RZ 11-590130

Attachment 3

Address: 22691 and 22711 Westminster Highway

Applicant: Jordan Kutev Architects Inc.

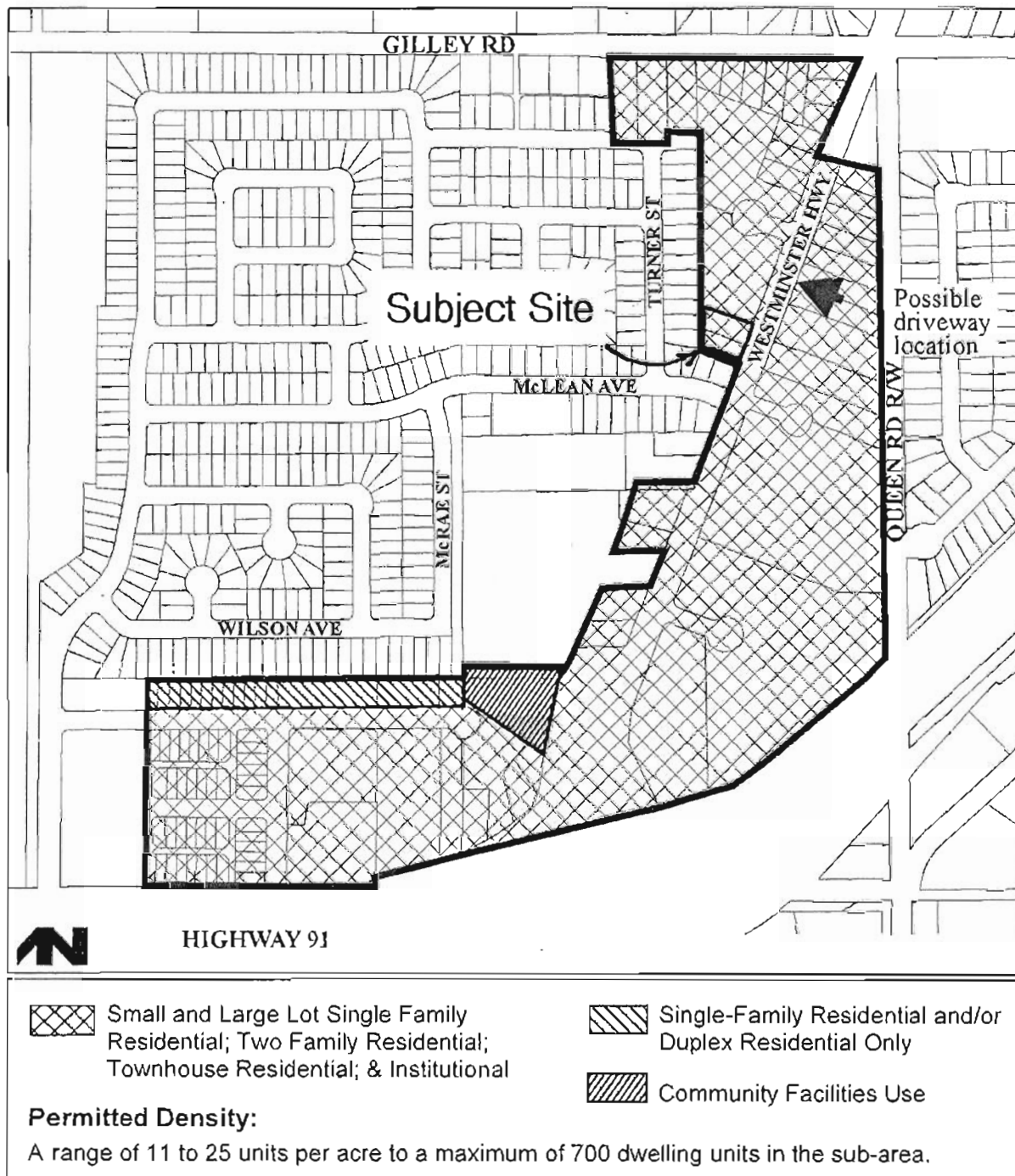
Planning Area(s): Hamilton Area Plan – Lower Westminster Sub Area

	Existing	Proposed
Owner:	0954462 B.C. Ltd. (Inc. No. BC0954462)	N/A
Site Size (m²):	22691 Westminster Hwy – 822 m ² 22711 Westminster Hwy – 986 m ²	1808 m ² (consolidated lot)
Land Uses:	Vacant	Low density town housing
OCP Designation:	Neighbourhood Residential (NRES)	No change - complies
Hamilton Area Plan – Lower Westminster Sub Area Designation:	Small and Large Lot Single Family Residential; Two Family Residential; Townhouse Residential; & Institutional	No change - complies
Zoning:	Single Detached (RS1/F)	Town Housing – Hamilton (ZT11)
Number of Units:	N/A	11 townhouse units

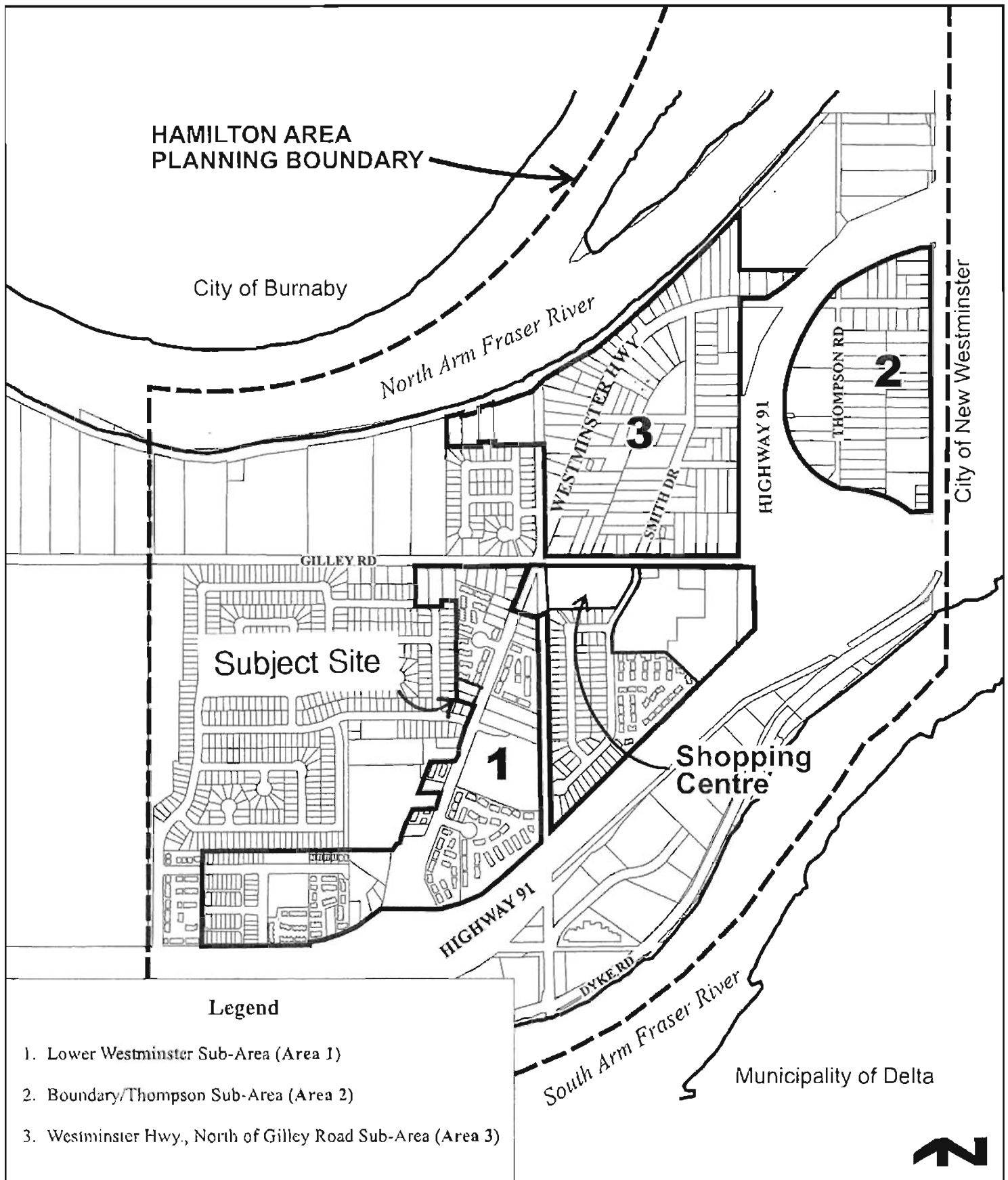
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.6	0.6	none permitted
Lot Coverage – Building:	Max. 35%	34%	none
Setback – Front Yard (m):	Min. 6 m	6 m	none
Setback – West Rear Yard (m):	None	3.3 m	none
Setback – South Side Yard (m):	None	5.2 m	none
Setback – North Side Yard (m):	None	4.7 m	none
Height (m):	10.6 m	9.7 m	none
Off-street Parking Spaces – Regular (R) / Visitor (V):	2 (R) and 0.2 (V) per unit	2 (R) and 0.2 (V) per unit	none
Off-street Parking Spaces – Total:	22 dwelling unit parking spaces 3 visitor parking spaces	22 dwelling unit parking spaces 3 visitor parking spaces	none
Tandem Parking Spaces (residential units only):	Up to 50% permitted	100% requested	Variance requested
Amenity Space – Outdoor:	6 m ² per unit	66 m ²	none

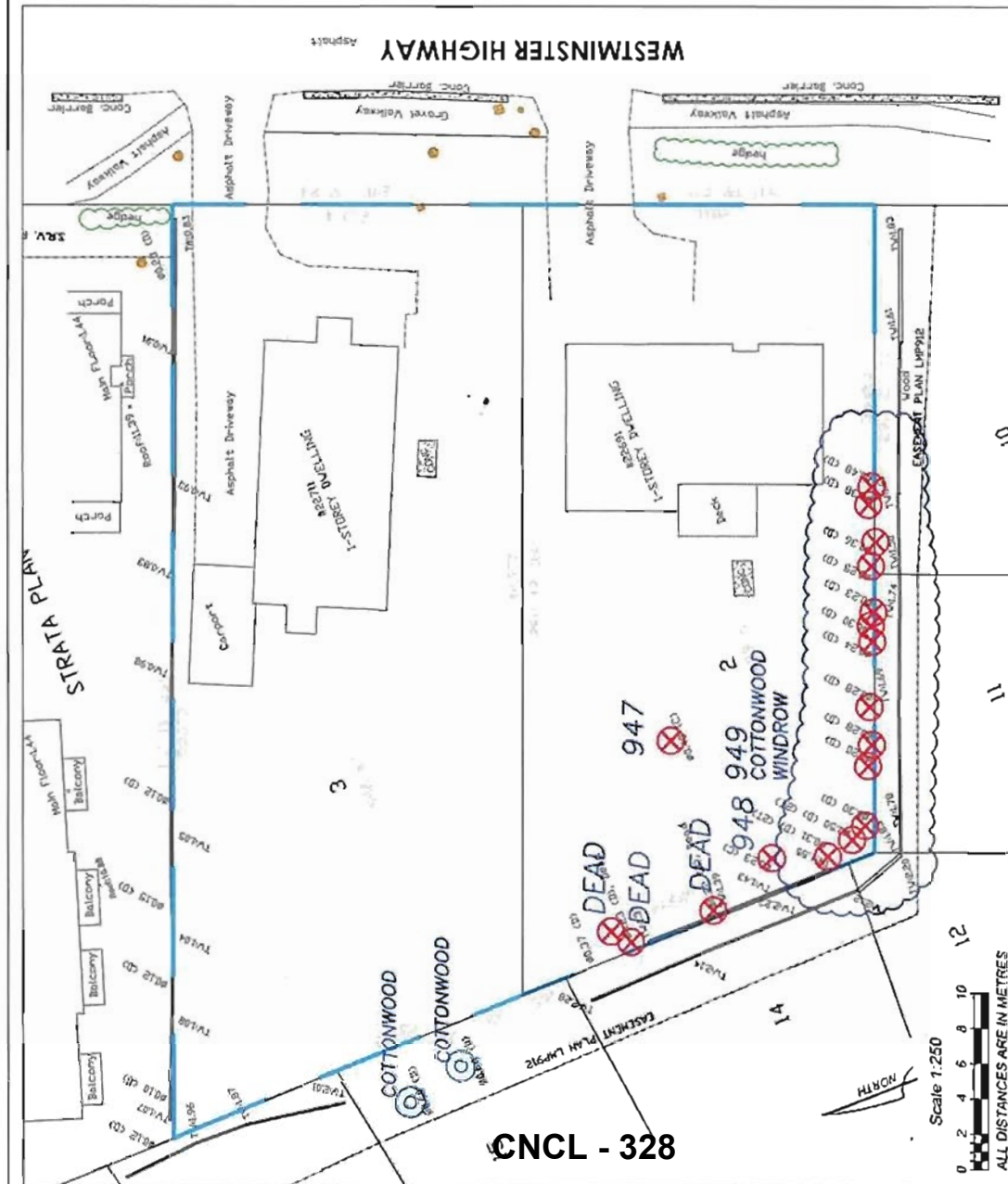
City of Richmond

Lower Westminster Sub-Area Land Use Map

Bylaw 7561
2007/06/25

Hamilton Area Plan Update





LEGEND

- DENOTES SITE LIMITS
- DENOTES TREE NUMBER, REFER TO TREE INVENTORY FOR TYPE, SIZE AND CONDITION DATA
- DENOTES TREE TO BE RETAINED
- ⊗ DENOTES TREE TO BE REMOVED
- ⊕ DENOTES TREE TO BE REMOVED FOR MITIGATION OF HIGH RISK (CTBA)
- ⊖ DENOTES UNDERSIZE TREE PER MUNICIPAL BYLAW, SPECIES AND SIZE AS NOTED.
- ⊙ DENOTES OFFSITE TREE, REFER TO REPORT FOR RECOMMENDED TREATMENT, OWNER APPROVAL FOR ANY PROPOSED ACTION/TREATMENT TO OFFSITE TREES WOULD BE REQUIRED
- ⊕ DENOTES TREE PROTECTION ZONE (TPZ) ALIGNMENT, FENCE TO BE INSTALLED TO MEET APPLICABLE MUNICIPAL STANDARDS, SEE TREE PROTECTION NOTES FOR RESTRICTIONS ON ACTIVITIES WITHIN OR IN CLOSE PROXIMITY OF TPZ

TREE MANAGEMENT DRAWING

acilgroup.ca

ARBORTECH CONSULTING

200 - 3740 CHATHAM STREET, RICHMOND, BC CANADA V7E 2E3 P 604 275 3484

PAWAN BAINS

ACL FILE	DATE	REV DATE	REV #	SHEET
13108	15 JAN 2013	-	0	1 of 1

22691 & 22711 WESTMINSTER HWY, RM

PLAN NOTES:

1. THIS PLAN IS BASED ON A TOPOGRAPHIC AND TREE LOCATION SURVEY PROVIDED BY THE OWNER'S REGISTERED BRITISH COLUMBIA LAND SURVEYOR (RCLS) AND LAYOUT DRAWINGS PROVIDED BY THE OWNER'S ENGINEER (P ENG) AND/OR DESIGN CONSULTANT. THE SURVEY DATA IS NOT CERTIFIED AS TO THE ACCURACY OF THE LOCATION OF FEATURES OR DIMENSIONS THAT ARE SHOWN ON THE PLAN. PLEASE REFER TO THE ORIGINAL PLANS FOR THOSE PURPOSES.

2.



Rezoning Considerations

Development Applications Division
6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 22691 and 22711 Westminster Highway

File No.: RZ 11-590130

Prior to final adoption of Zoning Amendment Bylaw 9064, the developer is required to complete the following:

1. Provincial Ministry of Transportation & Infrastructure Approval of zoning amendment bylaw 9064.
2. Consolidation of all the lots into one development parcel.
3. City acceptance of the developer's offer to voluntarily contribute \$5,500 to the City's Tree Compensation Fund for the planting of replacement trees within the City in lieu of planting them on the subject site. (Calculation based on 18 on-site trees to be removed and replaced at a 2:1 ratio as per OCP. Landscape plan indicates 25 trees can be planted on the subject site. Remaining balance of 11 trees to be compensated for at \$500 per tree). If additional replacement trees (over and beyond the 25 replacement trees proposed at rezoning stage) could be accommodated on-site (as determined at the Development Permit stage), the above cash-in-lieu contribution can be reduced at the rate of \$500 per additional replacement tree to be planted on-site.
4. Installation and inspection of appropriate tree protection fencing deemed necessary by the consulting arborist to protect the 2 off-site trees located on neighboring property to the west. Tree protection fencing can be removed if a tree removal permit is approved for these two off-site trees.
5. The granting of a 3 m by 3 m wide statutory right-of-way at the north east corner of the consolidated site for the purposes of accommodating sanitary sewer service (connection, inspection chamber and manhole).
6. Registration of a legal agreement on title identifying that the proposed development must be designed and constructed in a manner that mitigates potential land use interface noise (traffic and transit) 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.
7. Registration of a flood plain covenant on title identifying a minimum habitable elevation of 3.5 m GSC.
8. City acceptance of the developer's offer to voluntarily contribute \$0.77 per buildable square foot (e.g. \$8,991) to the City's public art fund. (Calculation based on the maximum 0.6 F.A.R permitted based on the proposed zoning district)
9. City acceptance of the developer's offer to voluntarily contribute \$1,000 per dwelling unit (e.g. \$11,000) in-lieu of on-site indoor amenity space.
10. City acceptance of the developer's offer to voluntarily contribute \$2.00 per buildable square foot (e.g. \$23,353) to the City's affordable housing fund. (Calculation based on the maximum 0.6 F.A.R permitted based on the proposed zoning district)
11. Registration of a legal agreement on title prohibiting the conversion of the tandem parking area into habitable space.
12. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.
13. Enter into a Servicing Agreement* for the design and construction of road/frontage improvements, service connections along Westminster Highway and intersection upgrades at McLean Avenue and Westminster Highway. Works include, but may not be limited to:

- a) For the entire consolidated site's development frontage on Westminster Highway south to McLean Avenue, design and construction of the ultimate cross section for Westminster Highway, including 14.1 m wide pavement (3 vehicular lanes at 3.5 m width each, 2 bicycle lanes at 1.8 m width each), concrete curb and gutter along the west side with a 1.5 m grass & treed boulevard and 1.5 m wide sidewalk along the property line.
- b) North of the consolidated site's development frontage, design and construction of an interim 1.5 m asphalt walkway to connect to the existing walkway to the north.
- c) Upgrades to the existing traffic signal at McLean Avenue and Westminster Highway to include Audible Pedestrian Signal features.
- d) Relocation of the existing utility pole along the Westminster Highway frontage of the development site may be required as a result of the required road/frontage improvements, which will be determined through the Servicing Agreement application and design submission process.
- e) Servicing Agreement design is required to include all service tie-ins/connections.
- f) All works to be at the sole cost of the developer.

Prior to a Development Permit* being forwarded to the Development Permit Panel for consideration, the developer is required to:

1. Submission of a landscape letter of credit/bond for the purposes of securing implementation of the landscaping for the proposed development.
2. Complete an acoustical and thermal report and recommendations prepared by an appropriate registered professional, which demonstrates that the interior noise levels and noise mitigation standards comply with the City's Official Community Plan and Noise Bylaw requirements. The standard required for air conditioning systems and their alternatives (e.g. ground source heat pumps, heat exchangers and acoustic ducting) is the ASHRAE 55-2004 "Thermal Environmental Conditions for Human Occupancy" standard and subsequent updates as they may occur. Maximum interior noise levels (decibels) within the dwelling units must achieve CMHC standards follows:

Portions of Dwelling Units	Noise Levels (decibels)
Bedrooms	35 decibels
Living, dining, recreation rooms	40 decibels
Kitchen, bathrooms, hallways, and utility rooms	45 decibels

3. Other items may be identified through the processing of the Development Permit application.

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 Division. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. Incorporation of convertible housing features and age-in-place 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 Division at 604-276-4285.

Note:

- * This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

- Signed Copy on File -

Signed

Date



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9064 (RZ 11-590130)
22691 and 22711 Westminster Highway**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"TOWN HOUSING - HAMILTON (ZT11)"**.

P.I.D. 010-179-500

Lot 2 Section 2 Block 4 North Range 4 West New Westminster District Plan 16060

P.I.D. 000-964-492

Lot 3 Section 2 Block 4 North Range 4 West New Westminster District Plan 16060

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9064"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

MINISTRY OF TRANSPORTATION AND
INFRASTRUCTURE APPROVAL

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED by <i>BK</i>
APPROVED by Director or Solicitor <i>al</i>




City of Richmond

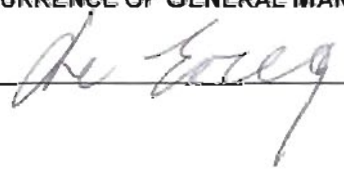

Report to Committee

To: Public Works and Transportation Committee **Date:** September 26, 2013
From: Victor Wei, P. Eng.
Director, Transportation **File:** 01-0154-04/2013-Vol 01
Re: **TransLink 2014 Capital Program Cost-Sharing Submissions**

Staff Recommendation

1. That the submission of:
 - (a) road improvement project for cost-sharing as part of the TransLink 2014 Major Road Network & Bike (MRNB) Upgrade Program,
 - (b) bicycle facility improvement project for cost-sharing as part of the TransLink 2014 Bicycle Infrastructure Capital Cost-Sharing (BICCS) Regional Needs Program, and
 - (c) transit facility improvements for cost-sharing as part of the TransLink 2014 Transit-Related Road Infrastructure Program,as described in the report, be endorsed.
2. That, should the above submissions be successful and the projects receive Council approval via the annual capital budget process, the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the funding agreements and the 2014 Capital Plan and the 5-Year Financial Plan (2014-2018) be updated accordingly dependant on the timing of the budget process.


Victor Wei, P. Eng.
Director, Transportation
604-276-4131

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance Division	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
REVIEWED BY DIRECTORS	INITIALS:	APPROVED BY CAO
	DW	

CNCL - 333

Staff Report

Origin

The following capital cost-share funding programs are available from TransLink:

- Major Road Network and Bike (MRNB) Program: allocated funding for capital improvements to the major roads across the region that comprise the MRN and the construction of bicycle facilities both on and off the MRN;
- BJCCS Regional Needs Program: funding for capital improvements to “regionally significant” bicycle facilities with funding distributed on a competitive basis; and
- Transit-Related Road Infrastructure Program (TRRIP): funding for roadway infrastructure facilities required for the delivery of transit services in the region.

Each year, municipalities are invited to submit road, bicycle and transit-related improvement projects for 50-50 funding consideration from these programs. This staff report presents the proposed submissions from the City to TransLink’s 2014 capital cost-sharing programs.

Analysis

1. Major Road Network and Bike (MRNB) Upgrade Program

1.1 Funding Availability for 2014

Per TransLink’s *2014 Base Plan*, there is no allocated funding available for the 2014 MRNB Upgrade Program due to financial constraints. To mitigate this circumstance, TransLink provides municipalities with options to transfer funding from their allocation within the OMR (Operations, Maintenance and Rehabilitation) Program, which allow municipalities to:

- transfer funding allocation from O&M (Operations, Maintenance and non-pavement rehabilitation) to R (pavement rehabilitation); and
- transfer funding allocation from R to MRNB Upgrade.

To support the City’s proposed submission to the 2014 MRNB Upgrade Program, a funding transfer of \$331,167 was made from O&M to R, and then from R to MRNB Upgrade as summarized in Table 1.

Table 1: Funding Transfers for 2014

Program	Default	Revised
O&M	\$1,454,000	\$1,260,819
R	\$1,039,000	\$901,014
Subtotal	\$2,493,000	\$2,161,833
MRNB	\$0	\$331,167

1.2 Proposed Submissions

The City proposes to submit the following projects for consideration to be included in the 2014 MRNB Upgrade Program.

- Installation of Video Camera Detection on MRN: installation of video camera detection systems (on all four approaches) at six intersections located on the MRN (i.e., along the Steveston Highway corridor at Gilbert Road, No. 3 Road, No. 4 Road, Shell Road, Seaward Gate, and Coppersmith Place). The project also includes new traffic signal controllers at all intersections and new traffic signal cabinets at all intersections except Coppersmith Place.

- Synchro Traffic Signal Timing Program: upgrade of the City's traffic management system to enable enhanced coordination with synchronized traffic signal timing plans. Components include purchase of software to enable the interface of the two programs, upgrade of existing traffic signal timing software and database, calibration, testing, and development of multiple synchronized timing plans for each traffic signal on a weekday and weekend basis.
- Parkside Neighbourhood Bikeway: upgrade of an existing special crosswalk on Blundell Road at Ash Street to a pedestrian signal to facilitate cyclists and pedestrians crossing Blundell Road (see **Attachment 1**).
- Crosstown Neighbourhood Bikeway: as part of the establishment of a new east-west neighbourhood bikeway that would be aligned between Blundell Road and Francis Road (see **Attachment 1**), upgrade of an existing special crosswalk on No. 2 Road at Colville Road to a pedestrian signal to facilitate cyclists and pedestrians crossing No. 2 Road complete with intersection improvements (e.g., wider sidewalks, ramps).
- Major Street Bike Routes: application of green anti-skid pavement treatment within designated bike lanes at conflict areas (e.g., where turning traffic must cross a through bike lane) on selected bike routes on major streets such as Garden City Road at Alderbridge Way.

2. Bicycle Infrastructure Capital Cost-Sharing (BICCS) Regional Needs Program

As noted in Section 1.1, there is no allocated funding available for the 2014 MRNB Upgrade Program. However, \$1.55 million is available on a competitive basis for bicycle infrastructure projects of regional significance through the BICCS Regional Needs Program. The City proposes to submit the following project for consideration to be included in the 2014 BICCS Regional Needs Program:

- Railway Avenue Greenway: upgrade of two existing crosswalks along the corridor to provide an enhanced level of crossing treatment for pedestrians, cyclists and other pathway users. The scope comprises: (1) upgrade of existing special crosswalk at Westminster Highway-McCallan Road to a pedestrian signal including pathway extension; and (2) upgrade of existing crosswalk at Granville Avenue-McCallan Road to a special crosswalk (see **Attachment 1**).

3. Transit-Related Road Infrastructure Program (TRRIP)

TransLink funding of \$1.0 million is available for cost-sharing under the 2014 TRRIP. As TRRIP has no block funding formula, there is no allocated amount of eligible funding for the City. Projects proposed to be submitted by the City for cost-sharing under the 2014 TRRIP are:

- Bus Stop Upgrades: retrofits to various existing bus stops to provide for universal accessibility (i.e., installation of a landing pad and/or connecting sidewalk for wheelchair users), installation of bus stop benches and shelters, and construction of connecting pathways to provide access to/from the bus stop.

4. Requested Funding and Estimated Project Costs

The total requested funding for the above 2014 submissions to TransLink's capital cost-sharing programs is approximately \$0.5 million, as summarized in Table 2 below, which will support projects with a total estimated cost of \$1.14 million.

Table 2: Projects to be Submitted to 2014 TransLink Cost-Share Programs

TransLink Funding Program	Project Name/Scope	Proposed City's Portion & Funding Source for 2014	Proposed TransLink 2014 Funding ⁽¹⁾	Est. Total Project Cost
MRNB Upgrade Program	Video Camera Detection / New Controllers on Steveston Highway Corridor	2014 Traffic Signal Program: \$223,333	\$111,667	\$335,000
	Synchro Traffic Signal Timing System	2014 Traffic Signal Program: \$37,500	\$37,500	\$75,000
	Parkside Bikeway: Pedestrian signal at Blundell Road-Ash Street	2014 Active Transportation Program: \$60,000	\$60,000	\$120,000
	Crosstown Bikeway: Pedestrian signal at No. 2 Road-Colville Road and sidewalk widening	2014 Active Transportation Program: \$105,000	\$105,000	\$210,000
	Various Major Street Bike Routes: Application of green anti-skid treatment	2014 Active Transportation Program: \$17,000	\$17,000	\$34,000
	Subtotal	\$442,833	\$331,167	\$774,000
TRRIP	Existing Bus Stop Upgrades	2014 Pedestrian & Roadway Improvement Program: \$93,000	\$93,000	\$186,000
BICCS Regional Needs Program	Railway Ave Greenway: • Pedestrian signal at Westminster Highway-McCallan Road and pathway extension • Special crosswalk at Granville Ave-McCallan Road	2014 Active Transportation Program: \$60,000 2013 Parks DCC/Capital Reserve: \$5,750 2014 Crosswalk Improvement Program: \$25,000	\$90,750	\$181,500
TOTAL		\$626,583	\$514,917	\$1,141,500

(1) The amounts shown represent the maximum funding contribution to be requested from TransLink based on the City's cost estimate for the project. The actual amount invoiced to TransLink follows project completion and is based on incurred costs.

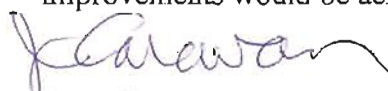
Should the submissions be successful and the projects receive Council approval via the annual capital budget process, the City would enter into funding agreements with TransLink. The agreements are standard form agreements provided by TransLink and include an indemnity and release in favour of TransLink. Staff recommend that the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the agreements. The 2014 Capital Plan and the 5-Year Financial Plan (2014-2018) would be updated to reflect the receipt of the external grants where required dependant on the timing of the budget process.

Financial Impact

As shown in Table 2, the total proposed City cost is comprised of \$626,583, which will be considered during the 2014 budget process with the exception of \$5,750, which was approved by Council as part of the 2013 Capital Budget.

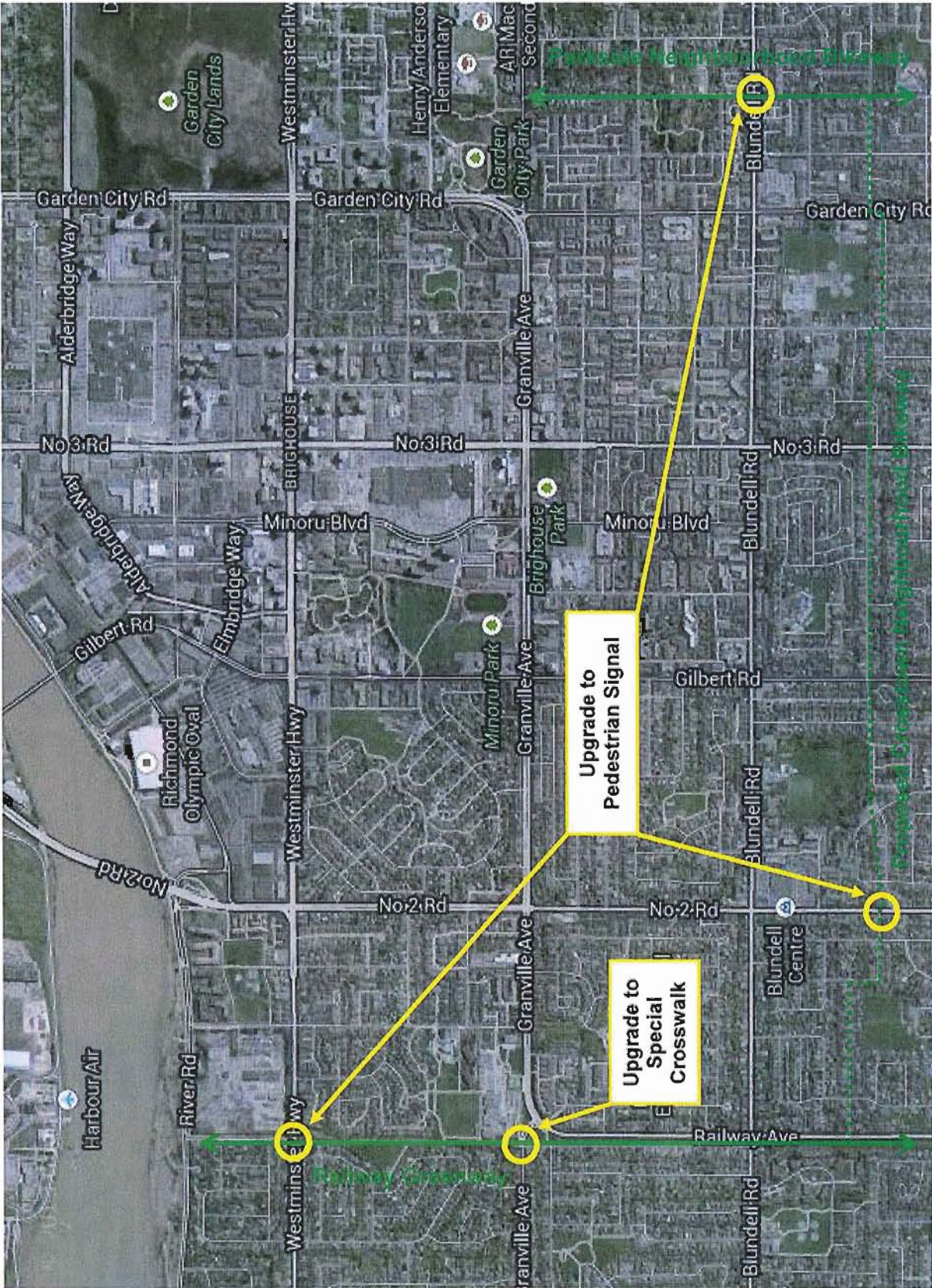
Conclusion

Several road, bicycle route and transit-related facility improvement projects are proposed for submission to TransLink's various cost-sharing programs for 2014 that would support the goals of the Official Community Plan (2041) Update. Significant benefits for all road users (motorists, cyclists, transit users, pedestrians) in terms of increased efficiency, new infrastructure and safety improvements would be achieved should these projects be approved by TransLink and Council.



Joan Caravan
Transportation Planner
(604-276-4035)

Proposed Cost-Share Cycling Infrastructure Projects





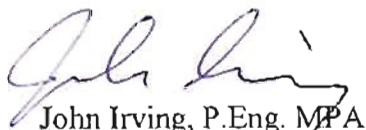
City of Richmond

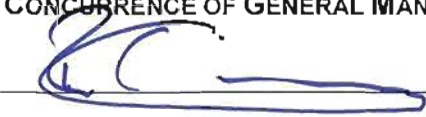

Report to Committee

To: Public Works and Transportation Committee **Date:** September 26, 2013
From: John Irving, P.Eng. MPA **File:** 10-6650-02/2013-Vol 01
Director, Engineering
Re: Universal Single-Family Water Meter Program – 4966P

Staff Recommendation

That the Universal Single-Family Water Meter Program be contracted to Neptune Technology Group (Canada) Ltd. for a six-month term with a City option to extend to a three-year term.


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

REPORT CONCURRENCE		
ROUTED TO: Finance Division Water Services	CONCURRENCE <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER 
REVIEWED BY DIRECTORS	INITIALS: DW	APPROVED BY CAO 

Staff Report

Origin

At the April 22, 2013 Regular Council Meeting, City Council adopted the following motion:

“That a universal water metering program, as outlined in Option 3 in the staff report titled Water Meter Program Update from the Director, Engineering, dated April 5, 2013, be implemented for single-family dwellings, starting in 2014, with a five-year completion target.”

The purpose of this report is to recommend award of Contract 4966P for the Universal Single-Family Water Meter Program.

Analysis

In accordance with Procurement Policy 3104, the City issued Request for Proposal (RFP) 4966P for the Universal Single-Family Water Meter Program, which includes public communication and education of the water meter program and water conservation, as well as supply, installation, and reading of single-family water meters. This contract is for a six-month term with a City option to extend to a three-year term. There is existing water metering funding that will be utilized for the first six-month term allowing initialization of the program before the end of 2013.

Proposals were received from Corix Utilities and Neptune Technology Group (Canada) Ltd. Staff have reviewed and evaluated the proposals from this RFP, and determined the proposal from Neptune to be of greatest value and benefit to the City.

The categories used to evaluate each proposal included experience, methodology, schedule, implementation strategy, and cost. Neptune’s proposal ranked highest in all categories.

Pricing Schedule

The pricing schedule has three main categories: public communication and education, installation of water meter and conservation devices, and meter reading. Table 1 outlines the total annual costs for each proponent, based on expected annual quantities.

Table 1. Pricing Summary (Annual)

	Corix	Neptune
Public Communication and Education	\$54,000	\$135,000
Installation of Water Meters and Conservation Devices	\$1,454,582	\$1,167,049
Meter Reading	\$35,106	\$42,739
Total	\$1,543,688	\$1,344,788

The estimated annual cost of implementing the program with Neptune is 13% lower than with Corix. Neptune's proposal demonstrated a comprehensive understanding of City meter installation and public communication requirements. The single-family volunteer water metering program was successfully implemented with Neptune.


Key business terms are consolidated in Schedule A for reference.

Financial Impact

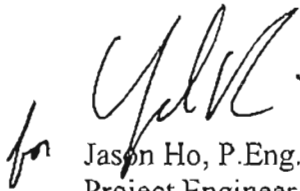
The estimated cost of Contract 4966P is \$1,350,000 per year, for a maximum three-year period. The first six month term of the contract will be funded from existing water metering accounts allowing the program to begin before the end of 2013. Funding for extension of the contract will be dependent on Council's approval of funding through the annual Capital program. The Contract will include terms that limit the Contract to approved funding. A capital submission for this program, in conjunction with the Volunteer Multi-Family Water Meter Program, will be included as part of the 2014 Capital budget process.

Conclusion

Staff recommend that the Universal Single-Family Water Meter Program be contracted to Neptune Technology Group (Canada) Ltd. for a six-month term with a City option to extend to a three-year term. There is existing water metering funding that will be utilized for the first six-month term allowing initialization of the program before the end of 2013.


Lloyd Bie, P.Eng.
Manager, Engineering Planning
(4075)

LB:jh


for Jason Ho, P.Eng.
Project Engineer
(1281)

Schedule A

Key Business Terms

- Term: Six months extendable to three years
- Cost: Approximately \$0.6 M in the first six month term, approximately \$1.35 M / year for three years if the contract is extended.
- Funding: Funding for the first six month term is available in existing water metering accounts. Funding for subsequent terms will be dependent on Council's approval through the annual Capital program. Contract will be contingent on Council approval of future Capital programs.
- Scope: Public communication and education program to introduce universal water metering to unmetered customers and educate all water users on water use in their homes. Installation of water meters at a rate that will achieve the City's goal of universal single-family water metering in five years.



City of Richmond

Report to Committee

To: Public Works and Transportation Committee
From: Tom Stewart, AScT.
Director, Public Works Operations
Re: Green Fleet Action Plan

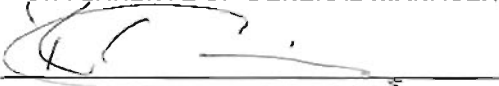
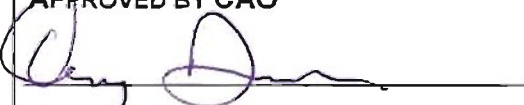
Date: September 24, 2013
File: 02-0780-00/Vol 01

Staff Recommendation

That the "Richmond Green Fleet Action Plan" as outlined in the report from the Director, Public Works Operations dated September 24, 2013, be approved as the City of Richmond's action plan and business strategy for improving fuel efficiency, reducing greenhouse gas emissions and reducing overall environmental impact of equipment and vehicle operations.

Tom Stewart, AScT.
Director, Public Works Operations
(604-233-3301)

Att. 2

REPORT CONCURRENCE		
ROUTED TO: Sustainability	CONCURRENCE <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER 
REVIEWED BY DIRECTORS	INITIALS: DW	APPROVED BY CAO 

Staff Report

Origin

Council has adopted a number of goals, strategies and performance targets to advance initiatives in response to climate change and energy efficiency. Key among these is a community target of 33% greenhouse gas reduction by 2020 and 80% reduction by 2050, based on 2007 levels.

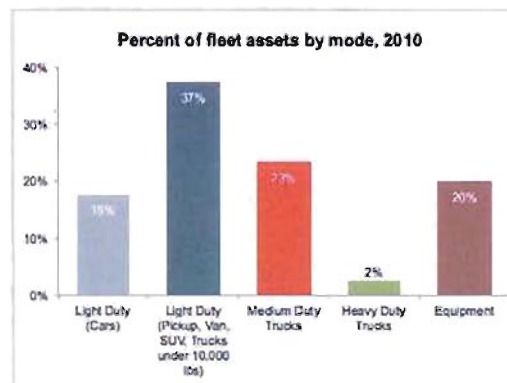
Corporately, the Green Fleet Action Plan is a component of the Corporate Energy and GHG Reduction Program identified in the Sustainability Framework that addresses all greenhouse gas emissions and energy use from City operations. An overview of key program initiatives is provided in *Attachment 1*, which identifies fleet related activities as a key opportunity for reducing fossil fuel use. Fleet and building related emissions account for the vast majority of corporate GHG emissions.

A related initiative specific to the City's corporate fleet operations is the E3 Fleet Rating system (Energy, Environment, Excellence) managed by the Fraser Basin Council. This program rates organizational fleet performance and is designed to help promote green transportation as part of lowering emissions.

To respond to our overall emission reduction targets and as a key requirement for working towards an E3 rating for the City's fleet, this report presents the Richmond Green Fleet Action Plan (*Attachment 2*). This plan highlights actions taken to date to reduce our corporate emissions, establishes proposed reduction targets, and presents recommendations and detailed actions to achieve them.

Analysis

The City's corporate fleet is made up of over 525 vehicles and equipment, not including fire. Due to the variety of service level functions performed, the City's fleet is dynamic in nature and includes various items such as grass cutting equipment, street sweepers, snow plow equipment, excavating equipment and a host of light/medium-duty trucks and equipment with specialized outfitting. As noted in the "Percent of fleet asset by mode, 2010" graph, only 18% of the City's fleet is passenger-type cars, with the majority being vans, trucks and equipment.



The fleet's varied make-up and functionality requirements present unique challenges in pursuing readily available green technologies and as such, a variety of approaches are required as part of greening the City's fleet. These include acquisition strategies, sound operating practices, driver education/awareness and sound maintenance programs. The City has made good strides with incorporating green initiatives to date, and the Green Fleet Action Plan presents a cohesive approach to establishing our current benchmark, capturing past and current successes, setting targets and establishing a set of future actions to meet these targets.

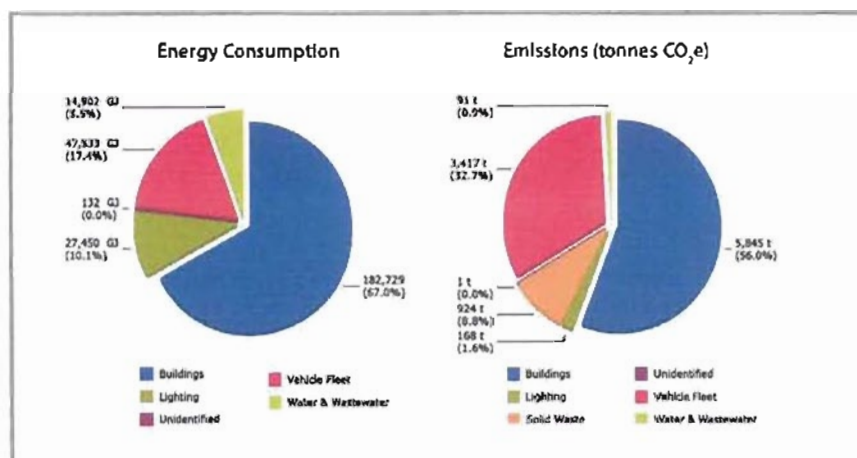
Current Benchmark

As part of establishing a baseline from which to measure our actions and performance, the City undertook an inventory of our 2007 **corporate** emissions covering buildings, lighting, fleet, water/wastewater and solid waste. The overall **community** energy and emissions inventory was undertaken by the province for 2007 and 2010. These combined inventories showed that Richmond's corporate emissions are slightly more than 1% of the wider community emissions. This context is important in helping to set responsible targets for emissions reduction, including from the City's fleet operations. Actions taken at the corporate level will therefore be more impactful in demonstrating leadership and helping to foster community-based momentum, which is needed to have meaningful emission reduction impacts at the broader community scale.

Corporate emissions relate to those emissions generated by the City's activities as a business.

Community emissions are overall/total emissions generated in Richmond.

In relation to fleet specifically, the City's corporate inventory showed that fleet operations represents 17.4% of total energy consumed corporately, yet is responsible for emitting 32.7% of the City's total corporate emissions.



Responsible fleet management is an important consideration as it relates to corporate emissions and a number of measures have been undertaken to date with good results. To help identify new methods and approaches to achieve further emissions reduction, external expertise was retained through the Pembina Institute to support development of the Green Fleet Action Plan.

Actions and Results to Date

Through Council's leadership, a number of green fleet initiatives have been undertaken over a number of years, including an employee carpool program, acquisition of Smart Carts and hybrid units, electric vehicles (including all 5 electric ice resurfacers used at arenas) and the installation of electric vehicle charging stations at community centres and City Hall. At the policy level, the City's Sustainable Green Fleet Policy seeks to promote innovation, leading edge technology and sound management practices relating to acquisition, operational safety, efficiency, education and awareness.

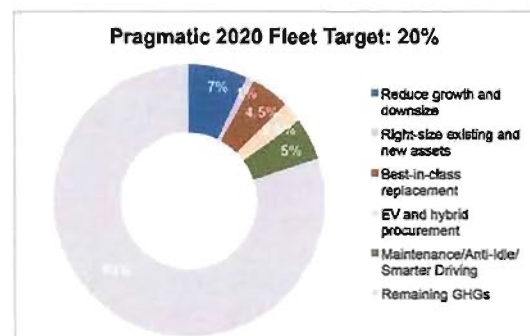
These actions, which are captured in the Green Fleet Action Plan, have led to a 3% reduction in emissions since 2007, despite an increase in fleet assets. Fuel costs have increased significantly -

- 28% from 2007 to 2010, and as a foreseeable trend, rising fuel costs alone serve as a key driver in pursuing green initiatives for both short and longer term fiscal prudence.

Proposed Target and Future Actions

The Plan identifies 24 actions which could be undertaken or considered by the City to reduce GHG emissions. These actions build on good practices to date and propose new strategies moving forward. A pragmatic emissions reduction objective of 20% by 2020 is recommended, with an ***annual reduction target of 2%***. It is recommended this be an absolute target based on 2010 emissions. This is based on what is considered reasonably achievable given growth demands, and balances service level and operational requirements with anticipated market-ready technologies.

Proposed actions are captured in four key fleet management areas. Each area, along with principal action examples, are summarized below:



1. *Demand side management – 7%*

- Reduce growth and downsize through demand-side management
- Use technology to eliminate trips and improve route optimization
- Encourage transit use and anti-idling behaviours

2. *Maintenance and management, monitoring and reporting – 6%*

- Right size vehicles
- Systematize preventive maintenance
- Monitor and report
- Join E3 Fleet Program

3. *Efficient resource use – 4.5%*

- Best in class procurement
- Reduce idling through technology improvements
- Add GPS units to vehicle to aid in route optimization

4. *Alternative fuels – 2.5%*

- Alternative fuel procurement such as electric vehicles
- Monitor emerging technologies and employ when market-ready

Staff consider the demand side management target (7%) as aggressive, with recommendations to reduce growth and downsizing the fleet likely being the most challenging. Growth in the City and demand for vehicles and equipment to manage and maintain that growth could make the 7% recommended target in this area unattainable. However, staff feel greater gains may be possible through right-sizing and best in class procurement in order to meet the overall recommended target of 20%.

E3 Fleet Rating

The E3 Fleet Program is a third party rating program designed to foster green transportation and reduce greenhouse gas emissions from vehicle fleets. It is Canada's first and only national program dedicated to green performance by vehicle fleets. Launched and managed by the Fraser Basin Council, this program rates fleets at four performance levels (bronze, silver, gold, platinum). The rating program provides points for the successful completion of best practices and performance gains in the following areas: Green Fleet Action Plan, Training and Awareness, Idling Reduction, Vehicle Purchasing, Fuel Data Management, Operations and Maintenance, Trip & Route Planning, Asset Utilization, Fuel Efficiency, and Greenhouse Gas performance. Ratings must be renewed every two years to maintain and/or improve rating status.

The Green Fleet Action Plan is a key requirement the City must have for achieving a rating. A number of other measures within the focus areas noted are also required. The City is an E3 Fleet Program member and staff are working to collate existing information and develop program aspects needed to achieve an E3 rating status. A key current initiative is the implementation of a dedicated fleet software system which will enhance operations and maintenance performance as well as provide greater information for both short and long-term vehicle/equipment replacement planning. Future initiatives relating to trip planning and route optimization through the introduction of GPS units on vehicles will also be proposed.

Financial Impact

None.

Conclusion

The Green Fleet Action Plan presented with this report proposes an annual target of 2% reduction in corporate fleet emissions, and 20% reduction by 2020. If approved, the Green Fleet Action Plan will contribute toward the City's targeted greenhouse emission reduction targets and climate action commitments. In addition, the Green Fleet Action Plan is a requirement for achieving a rating as part of the E3 Fleet program.

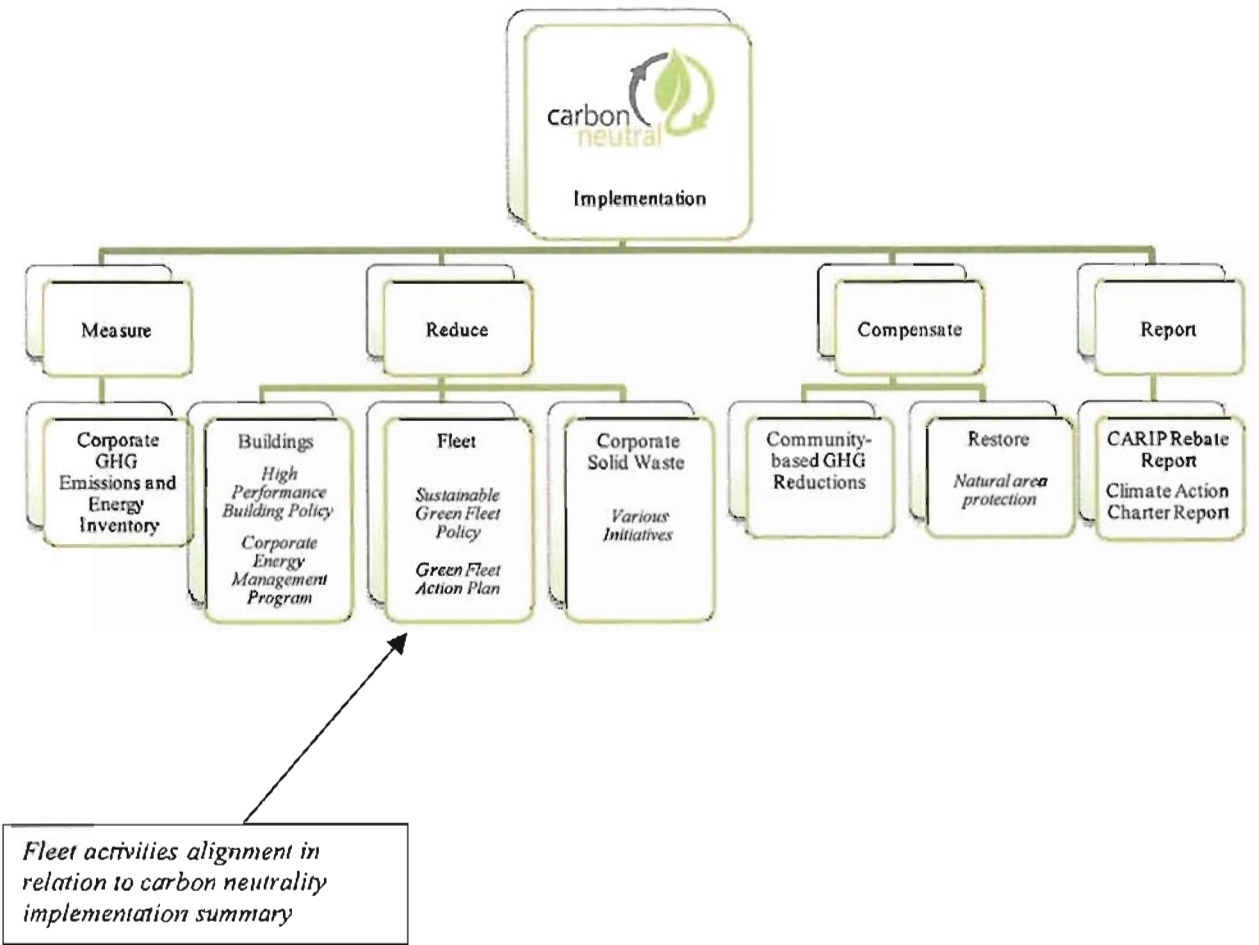
If approved, information about the Green Fleet Action Plan will be posted on the City's website as part of communicating our targets to the community and demonstrating leadership in fleet emission reduction strategies.



Suzanne Bycraft
Manager, Fleet & Environmental Programs
(604-233-3338)

Attachment 1

Carbon Neutrality Implementation Summary



Green Fleet Action Plan

Richmond Green Fleet Action Plan

Reducing corporate greenhouse gas emissions and
advancing sustainable fleet management



Prepared for
Suzanne Bycraft, Manager Fleet Operations

Prepared by
Ellen Pond and Claire Beckstead
The Pembina Institute

August 2013

PEMBINA
institute

Green Fleet Action Plan (cont'd)

Disclaimer

This document is an independent report prepared exclusively as information for the City of Richmond. The views and opinions expressed in this report are those of the authors.

The information, statements, statistics and commentary (together the 'information') contained in this report have been prepared by the Pembina Institute from publicly available material and from discussions held with stakeholders. The Pembina Institute does not express an opinion as to the accuracy or completeness of the information provided, the assumptions made by the parties that provided the information or any conclusions reached by those parties.

The Pembina Institute have based this report on information received or obtained, on the basis that such information is accurate and, where it is represented to The Pembina Institute as such, complete.

About the Pembina Institute



Leading Canada's transition to a clean energy future.

The Pembina Institute is a national non-profit think tank that advances clean energy solutions through research, education, consulting and advocacy. It promotes environmental, social and economic sustainability in the public interest by developing practical solutions for communities, individuals, governments and businesses. The Pembina Institute provides policy research leadership and education on climate change, energy issues, green economics, energy efficiency and conservation, renewable energy, and environmental governance. For more information about the Pembina Institute, visit www.pembina.org.

The Pembina Institute
#610 – 55 Water Street, Vancouver, BC
Canada V6B 1A1
604-874-8558

Pembina's Community Services group is a not-for profit consultancy on a mission to help communities advance sustainable energy solutions. Our staff's commitment and Pembina's mission create an innovative and unique approach to helping communities reduce greenhouse gas emissions, create energy plans that are sustainable and meet governance obligations. We strive to act as a bridge between a diverse set of stakeholders through identifying common solutions.

Acknowledgments

Pembina would like to acknowledge the City of Richmond's leadership and foresight in preparing this plan. Suzanne Bycraft (Plan Project Manager) and Margot Daykin (Manager – Sustainability) facilitated the Green Fleet Action Plan process. Special thanks to Jennifer Kube for supplying fleet data. Thanks also to Chris McKenzie-Cook (Fleet Operations Supervisor) and the Works Yard staff for their input and feedback on past and future actions, and to all the Richmond staff who attended the Fleet Plan workshop. Their insight and ideas for future actions were invaluable to the development of this Plan.

Green Fleet Action Plan (cont'd)

Richmond Green Fleet Action Plan

Reducing corporate greenhouse gas emissions

Contents

Executive summary	1
1. Introduction	9
1.1 Larger context of GHG regulation	11
1.2 Richmond context – frameworks and policies	13
1.3 Objectives of Richmond's Green Fleet Action Plan	15
1.4 Fleet plan process	16
2. Fleet inventories, 2007 and 2010	17
2.1 Background	17
2.2 2007 fleet inventory	22
2.3 2010 fleet inventory	22
2.4 Analysis, 1995-2010	23
3. Actions to date	26
3.1 Action framework	26
3.2 Actions to date	27
4. Action plan for the future	37
4.1 Assessing new actions	38
4.2 Prioritized new actions	40
5. Recommended reduction target	60
6. Recommendations	63
Process and data management	63
Action implementation	64
Target setting	64
Appendix A. Methodology and detailed data	65
Appendix B. Fleet management practices recommendations	73

Green Fleet Action Plan (cont'd)

List of Figures

Figure 1. Richmond's sustainability framework.....	13
Figure 2. Richmond's greenhouse gas emissions, broken out by corporate and community percentages ..	14
Figure 3: Carbon neutrality implementation summary	14
Figure 4. 2007 energy consumption and GHG emissions.....	18
Figure 5. Fleet procures and maintains a wide range of equipment and vehicles.....	19
Figure 6. Fleet vehicles provide many services, including snow removal.....	19
Figure 7. Randy Jacimirski servicing equipment.....	20
Figure 8. Percent of total fleet assets and GHG emissions by mode, 2010	23
Figure 9. GHG emissions and asset counts over time.....	24
Figure 10. Fuel costs and energy use over time.....	25
Figure 11. Richmond's ice arenas use electric ice resurfacers, eliminating fossil fuel use and improving indoor air quality	34
Figure 12. Richmond's new all-electric Nissan Leaf and the new Chevy Volt plug-in hybrids	35
Figure 13. Base case emissions in 2020 compared to 2010 emissions	38
Figure 14. Projected 2020 emissions showing increase from new asset growth	45
Figure 15. Pragmatic 2020 fleet target: 20% GHG reductions from 2010 baseline	60
Figure 16. GHG emissions by department, 2010.....	68
Figure 17. Fuel costs by department, 2010	69
Figure 18. Modeled emissions reductions for best case scenarios.....	71
Figure 19. Pragmatic GHG targets compared to 2010 baseline.....	72

List of Tables

Table 1. Examples of assets by mode in the Richmond fleet in 2010.....	21
Table 2. Fuel costs and GHG emissions by division, 2007.....	22
Table 3. Fuel costs and GHG emissions by division, 2010.....	23
Table 4. Asset, GHG, energy data 1995-2010	25
Table 5. Sustainable Green fleet actions to date	27
Table 6. Numbers of Smart Cars and hybrid cars in fleet.....	32
Table 7. Prioritized new fleet actions.....	40
Table 8. Summary of actions and pragmatic targets	61
Table 9. Greenhouse gas emission factors for vehicle modes and fuels.....	65
Table 10. Richmond divisions and departments using Fleet assets	67

Green Fleet Action Plan (cont'd)

Table 11. Annual replacement rate for modelling, 2010 baseline 70

Table 12. Vehicle classification by detailed mode, based on E3 74

Table 13. Fuel classes..... 74

Table 14. Reporting scope for Carbon Neutral, E3 Fleet, and Mexico Pact..... 75

Green Fleet Action Plan (cont'd)

Executive summary

Introduction

The City of Richmond's Green Fleet Action Plan is a component of the City's Corporate Energy and GHG Reduction program that will help Richmond meet its Climate Action commitments, and the City's sustainability goals of Sustainable Resource Use and a Climate-Prepared City. Green Fleet actions taken at the corporate level provide leadership to the broader community, demonstrating solutions that will advance community-based energy and greenhouse gas reduction actions.

The objective of the Green Fleet Action Plan is to identify and prioritize corporate actions that will reduce GHG emissions, improve fuel efficiency and reduce fuel costs, while continuing to provide enhanced city services and maintain service excellence. Specifically, the Plan:

- assesses Richmond's Green Fleet actions to date that reduce GHG emissions
- identifies ongoing and new opportunities to reduce energy use and greenhouse gas emissions
- recommends a pragmatic 2020 GHG reduction target for emissions from Richmond's fleet

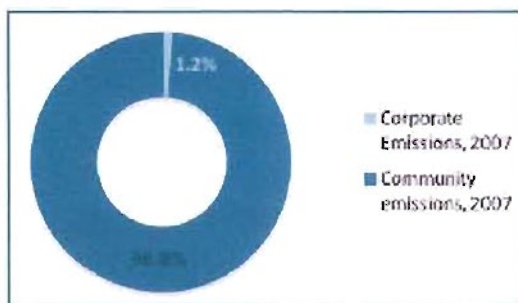


Figure ES- 1. Richmond's greenhouse gas emissions, broken out by corporate and community percentages

Richmond's Corporate emissions are just over 1% of the wider community emissions. Green Fleet actions taken at the corporate level are geared toward demonstrating Richmond's leadership as part of the collective momentum shift needed to achieve meaningful reductions in overall emissions in the community.

Richmond's 2007 Corporate inventory¹ provided a comprehensive analysis of the

City's energy consumption levels, costs and direct GHG emissions corporate-wide. Richmond's fleet is the second-largest user of energy among corporate sectors in the municipality of Richmond, with fleet emissions accounting for approximately one-third of Richmond's corporate greenhouse gas emissions.

¹ Hyla Environmental Services, *Corporate GHG Emissions and Energy Inventory for 1995, 1999 and 2007* (June 2011), presented in City of Richmond Report to Committee re Reaching Carbon Neutrality, REDMS 308030 (June 1, 2011).

Green Fleet Action Plan (cont'd)

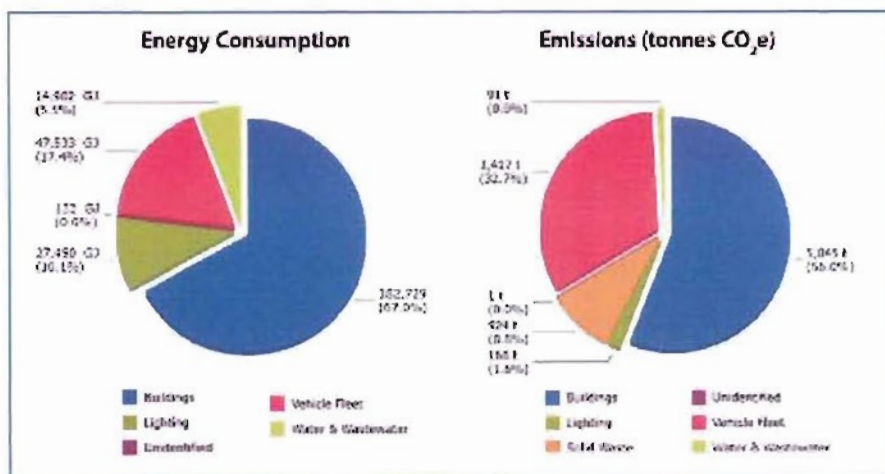


Figure ES-2. 2007 corporate energy consumption and GHG emissions



Fleet procures and maintains a wide range of vehicles and equipment, from mowers to snow plows. Many fleet vehicles and equipment provide more than simple mobility or transportation services for City staff to perform their work. For example, trucks have emergency lighting for public safety. A crewcab truck for the Parks board also acts as a mobile office for a foreman, and a hunchroom and place to warm up for Parks crews.

Energy use and greenhouse gas emissions from Richmond's fleet

Richmond's 2010 fleet fuel use totaled 1,249,957 litres of gasoline and diesel, at a cost of \$1.27 million. Fleet emissions were 3,151 tonnes CO₂e.

Comparing the data from 1996 to 2010 shows that while the numbers of fleet assets (vehicles and equipment) have grown, the overall emissions and fuel use have remained relatively consistent. 2010 GHG emissions from Fleet are 6% below 1995 emissions and 3% below 2007 levels. Richmond's population and service provision have grown significantly in this time period, and the City's actions taken to date have limited an overall increase of fuel use and emissions from fleet.

Fuel costs have increased by 28% in nominal dollars from 2007 to 2010 and more than doubled since 1999, providing a financial rationale for improving fleet efficiency. The litres of fuel saved in 2010 over 2007 also saved Fleet \$64,650 in fuel costs.²

² Assuming an average cost price/litre of \$1.02 for 2010.

Green Fleet Action Plan (cont'd)

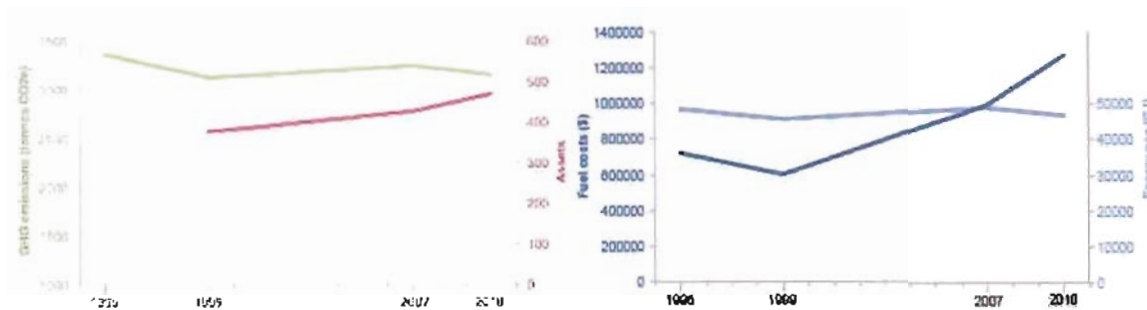


Figure ES-3. GHG emissions and asset counts over time; fuel costs and energy use over time

Passenger cars, which have been covered under Green Fleet procurement policies since 2006, account for 18% of Fleet assets, but only 7% of Fleet emissions. By 2010, over 50% of Richmond's passenger cars were green fleet vehicles (hybrids or Smart Cars). Trucks have a disproportionate share of emissions, due in part to diesel fuel use, a lack of green fleet vehicle options in the market, and the service requirements of many trucks that include idling.

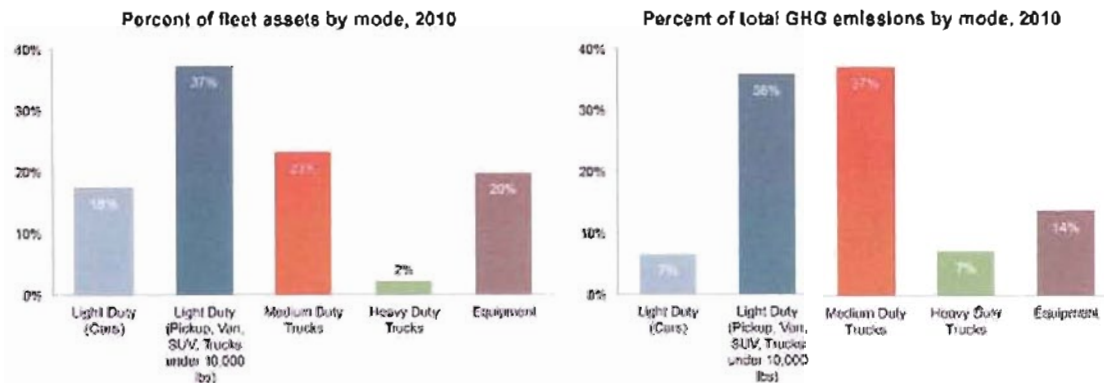


Figure ES-4. Percent of total fleet assets and GHG emissions by mode, 2010

Actions to date

Richmond has taken 15 actions to date across demand side management, maintenance and management, efficient resource use and alternative fuels, detailed in the table below.

In 2010, Richmond had 31 green fleet vehicles that saved 43 tonnes of GHGs between 2007 and 2010, a long-running employee carpool program, and departmental initiatives including route optimization. Fleet staff are converting truck lighting systems to low-energy LEDs with auxiliary batteries, and have installed solar panels to power Parks trailers. In 2012, Richmond purchased electric vehicles and installed charging stations.

New fleet management systems have been put in place, including the new fuelling system that ensures fuel security. These actions, taken together, have supported Richmond's fleet in delivering service excellence and ensuring worker safety while reducing fuel use and moving forward with Green Fleet policy initiatives.

Green Fleet Action Plan (cont'd)

Actions to date

Demand Side Management

1. Anti-idling program at the Works yard, 2004; anti-idling bylaw, 2012.
2. Driver training: one-time driver training for all drivers using fleet vehicles; driver training on new equipment.
3. Reduce demand through operational practices: route optimization for bylaw, litter and tree routes; solar compactors at SkyTrain stations.
4. Pilot IT program to reduce the number of work-related vehicle trips taken by Richmond staff – Fire Halls and City Hall fifth floor connected.
5. Alternative transportation pilot: corporate bicycle share – program had low uptake and was discontinued.
6. Sustainable Commute: staff carpool program – almost 80 staff participate with a 70-person wait list.

Maintenance and Management Practices

7. Automated fuel management and dispensing system provides data and fuel security.
8. Preventive maintenance program for vehicles.
9. Fleet financial assessment and improved asset management systems.

Efficient Resource Use

10. Best-in-class procurement: purchasing Smart Cars and hybrids for passenger vehicles – 31 hybrids and 10 Smart Cars by 2010 – Green Fleet cars saved 43 tonnes of GHGs between 2007 and 2010.
11. Reduce idling through installation of LED lights for emergency lighting in trucks, and auxiliary batteries when appropriate: one-third of fleet vehicles converted.
12. Solar panel installation on Parks trailers to run safety/signal lights: two trailers converted.
13. Replace lower tier diesel equipment: four units replaced.

Alternative Fuels

14. Biodiesel 5 blend in diesel fuel prior to 2008. As of 2012, 4% biodiesel is the B.C. standard for diesel fuels, with a 5% ethanol blend in gasoline. 104 tonnes of Richmond's fleet emissions in 2010 were from renewable sources: biodiesel and ethanol.
15. Switch to low-carbon B.C. grid electricity.
 - a) Richmond's five ice resurfacers are electric
 - b) Four electric vehicle passenger cars procured in 2012
 - c) Eleven electric vehicle charging stations installed

Green Fleet Action Plan (cont'd)

Priority new actions

Future actions build on Richmond's actions to date. While significant gains can be made with efficient resource use through technological innovation and alternative fuels such as electric vehicles, demand side management will also be key to achieving deeper GHG reductions and ensuring the fiscal sustainability of Fleet. Key actions include: down-sizing and right-sizing vehicles; continuing the best-in-class procurement policy, particularly for light-duty trucks; and procurement and best use of electric vehicles and hybrids.

On-going and new actions

Demand Side Management

1. Reduce growth in assets and downsize vehicles through demand side actions.
Targeted GHG reduction of 7%, supported by other DSM actions.
Cost: Savings from reduced asset procurement and maintenance costs. Supports fiscal sustainability of the replacement reserve fund.
2. Consolidate and eliminate trips through information technology and route optimization. Report all route optimization programs in order to share learning.
Cost: minimal.
3. Increase employee public transit use for off-site meetings, or pay for taxis or use personal staff vehicle (with mileage reimbursement) when a passenger car with low VKT has been downsized out of fleet.
Cost: minimal to departments; net benefit when combined with downsizing vehicles.
4. Extend the Works Yard anti-idling program to City Hall – supports Richmond's community-wide anti-idling initiative and demonstrates leadership.
Cost: net benefit.
5. Consider: Expand driver training to include anti-idling and smarter driver reminders.
6. Consider: Corporate car share program, e.g. with Modo.
7. Consider: Sustainable Commute: offer staff transit passes as an employee benefit.

Maintenance and Management, Monitoring and Reporting

8. Right-sizing: Align vehicles for best use on an annual basis, based on VKT, GPS data and vehicle use assessment.
Targeted GHG reduction of 1%.
Cost: net benefit.
9. Systematize preventive vehicle maintenance with the new Faster Asset management software.
Targeted GHG reduction of 5%, including anti-idling and smarter driving.
Cost: moderate outlay for long-term net benefits, will accrue savings over time through improved fleet performance.
10. Monitor and report on VKT annually for all vehicles. Consider tracking operating hours for

Green Fleet Action Plan (cont'd)

equipment and truck idling. Mandatory for E3 Fleet review and rating. Cost: minimal once systems are in place.
11. Monitor and report on Sustainable Green Fleet actions, including an annual Green Fleet report. Demonstrates leadership and builds departmental support for Green Fleet actions and targets. Cost: moderate, requires dedicated human resource time.
12. Join the E3 Fleet Program, use the E3 Fleet Review to update the Green Fleet Action Plan, and obtain an E3 Rating.
13. Consider: Provide a monthly fuel use report to all departments using Fleet vehicles to support departments in managing their use of fleet assets. Cost: minimal.
14. Consider: Integrate GHG measurement tools with asset management software (in process).
15. Consider: Make fuel costs transparent to Departments in their leasing rates, providing an incentive for departments to reduce fuel use.
16. Consider: Provide additional human resources to Fleet during current critical renewal period.
Efficient Resource Use
17. Continue best-in-class fuel-efficient vehicle procurement, <i>with a focus on light-duty trucks</i> . Replace older passenger cars with best-in-class compact vehicles for low VKT users. Targeted GHG reduction of 4.5%. Cost: benefit, with no price premium on replacement vehicles and on-going fuel savings.
18. Reduce idling through better vehicle technology: continue the replacement of truck, van and SUV emergency lights with LEDs and auxiliary batteries; use solar panels where possible to run safety lights.
19. Add GPS units to vehicles to aid in route optimization, best use of vehicles, and data collection. Cost: moderate.
Alternative Fuels
20. Alternative fuel vehicle procurement: purchase EV passenger cars for high annual VKT use. Procure hybrid light-duty trucks when available; monitor price premiums and increase purchase of EVs and plug-in hybrids as price differential drops. Targeted GHG reduction of 2.5%. Cost: Moderate to significant. Upfront capital costs should have payback periods of less than 10 years if vehicles are best matched to use such as high VKT. Net benefit once payback has been achieved. Additional infrastructure costs: minimal to moderate as Level 2 charging stations already in place. Additional charging infrastructure may be required with additional vehicle acquisition.
21. Consider: Monitor emerging technologies in plug-in hybrid trucks, and adopt <i>plug-in hybrid</i> purchasing policies for light duty trucks as soon as the technology is market-ready.

Green Fleet Action Plan (cont'd)

22.	Consider: Pursue procurement of diesel-electric hybrids for medium and heavy-duty trucks and buses as the technology matures and becomes market-ready.
23.	Consider: Monitor and assess emerging technologies, particularly compressed natural gas vehicles. Cost: Significant. Significant vehicle premiums and additional fuelling and vehicle maintenance infrastructure required. Public fuelling infrastructure minimally available.
24.	Monitor the advances in biodiesel fuels and consider switching to a higher biodiesel blend when full life-cycle emissions reductions are assured.

Pragmatic target

Greenhouse gas reduction targets may be either pragmatic or "stretch." Richmond's fleet has an opportunity to set a pragmatic target that demonstrates attainable GHG reductions.

The Green Fleet Action Plan recommends a pragmatic 2020 target for the Richmond fleet of 20% below 2010 levels, with an annual reduction target of 2% per year. Reaching the target will require some organizational and behavioural change, improved fleet management practices, adoption of innovative technology and a shift to electricity as a fuel for some uses.

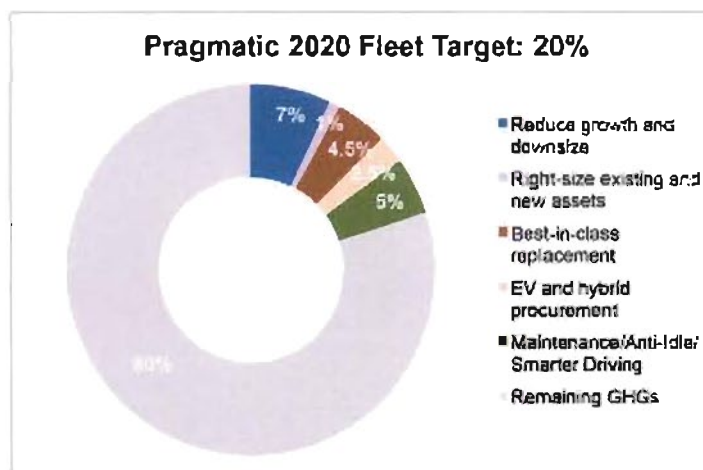


Figure ES-5. Pragmatic 2020 fleet target: 20% GHG reductions from 2010 baseline

This target should be achievable through the committed effort of Fleet, as well as City-wide departmental initiatives to reduce vehicle use. Three to five year trend data should be used to assess whether Richmond is on track to meet its 2020 target.

Green Fleet Action Plan (cont'd)

Key recommendations

- Join the E3 Fleet Program.
- Improve process and data management to support Green Fleet goals, particularly improvements in VKT data.
- Adopt the 20% reduction target.
- Implement the priority actions with a focus on ensuring best-in-class procurement, especially for light-duty trucks, supporting demand side management across City departments, and making fuel use visible to departments.
- Recognize the human resource requirement associated with Fleet's significant renewal process now underway. Vehicles purchased now will still be in service in 2020; vehicle replacement provides an opportunity to build a long-term sustainable fleet through procurement of best-in-class vehicles. An additional human resource effort during renewal may help ensure that Fleet meets its fiscal and environmental objectives.

Green Fleet Action Plan (cont'd)

1. Introduction

The City of Richmond's Green Fleet Action Plan is one of a number of tools that will help Richmond meet its Climate Action commitments and the City's sustainability goals of Sustainable Resource Use and a Climate-Prepared City. Green Fleet action also provides leadership to the broader community, demonstrating solutions that will advance community-based energy and greenhouse gas reduction actions.

In 2007, the Province of British Columbia passed the Greenhouse Gas Reduction Targets Act, which set a provincial target of 33% reductions in greenhouse gas emissions by 2020 and 80% by 2050, from 2007 levels. Local governments are required in turn to set targets, policies, and actions for GHG reductions in their Official Community Plans. Most B.C. municipalities, including Richmond, signed the Climate Action Charter, committing to also reduce their corporate greenhouse gas emissions.

The City of Richmond had introduced innovative fleet programs for action on climate change and local air pollutants prior to the provincial legislation. In 1997, Richmond began a Corporate Carpool Program using fleet vehicles that reduced personal vehicle and fuel use for employee commuting. In 2004, the Fleet Works Yard instituted an Anti-Idling program in the Works Yard for employees. In 2006, Richmond demonstrated municipal leadership by adopting a Green Fleet Policy that recognizes the environmental impacts of motor vehicles "on the environment, human health, and quality of life, including impacts on local air quality and the generation of greenhouse gases [GHGs] that contribute to global climate change."³ Under this direction from Council, fleet began purchasing high fuel-efficient vehicles, such as Smart Cars and hybrids. The City also switched to using a 5% biodiesel blend. By 2007, when the province brought in the Greenhouse Gas Reduction Targets Act, Richmond had 12 hybrids and 11 Smart Cars in its fleet, representing 32% of Richmond's passenger cars at the time.

In 2008, Richmond signed the Climate Action Charter, committing to move towards carbon neutrality in its corporate operations. Richmond has been using an approach to reduce first and offset second.⁴ Richmond commissioned a Corporate Emissions Inventory of its 2007 operations covering buildings, lighting, fleet, water/wastewater and solid waste, while the province has provided Community Energy and Emissions Inventories for 2007 and 2010.⁵ These combined inventories show that Richmond's Corporate emissions are 1% of the wider community emissions. Therefore, actions taken at the corporate level are more geared toward demonstrating Richmond's leadership as part of the collective momentum shift needed to achieve meaningful reductions in overall emissions in the community. By leading through example, the City

³ From background in the Staff Report to Council Re: Green Fleet Policy, December 5, 2006 (REDMS 2050547, 2034322).

⁴ See Richmond's *Towards Carbon Neutrality - Progress Report 2012* for Richmond's approach. http://www.richmond.ca/shared%2Fassets/Carbon%20Neutral_CNCL_1126201234358.pdf

⁵ Available through the Climate Action Secretariat's website, http://www.env.gov.bc.ca/cas/mitigation/ceei/RegionalDistricts/Metro-Vancouver/ceei_2010_richmond_city.pdf

Green Fleet Action Plan (cont'd)

Introduction

demonstrates viable solutions and supports the emergence of a greener economy through procurement.

Richmond's fleet is the second-largest user of energy among corporate sectors in the municipality of Richmond, with fleet emissions accounting for approximately one-third of Richmond's corporate greenhouse gas emissions.⁶ Richmond amended its Green Fleet Policy to the Sustainable Green Fleet Policy in 2012 in order to address the long-term financial sustainability of fleet. This Green Fleet Action Plan provides a framework for Richmond to continue to make progress on reducing greenhouse gas emissions from fleet.

The Green Fleet Action Plan quantifies the energy use and greenhouse gas emissions from Richmond's fleet, and measures the impact of emission reduction actions taken to date. The Plan recommends future actions to further reduce fuel use and costs as well as greenhouse gas emissions. Highlighting progress made to-date, the plan identifies a pragmatic GHG reduction target for Fleet.

Section 1 reviews the larger policy context for the Green Fleet Action Plan, including federal, provincial, and regional policies that impact fleet operations and emissions.

Fleet inventories and analysis are presented in Section 2. The Plan uses a 2010 inventory to measure reductions to date from 2007. The 2010 data, broken down by division, department, and vehicle type, provides a starting point for assessing ongoing and future actions.

Section 3 reviews past and current sustainable actions in Fleet across demand side management, maintenance and management, efficient resource use and alternative fuels, highlighting progress made to date. Richmond's fleet emissions decreased by 3% between 2007 and 2010.

Section 4 provides a priority list of future actions. While significant gains can be made with efficient resource use and alternative fuels, demand side management as well as fleet management practices will also be key to achieving deeper GHG reductions and ensuring the fiscal sustainability of Fleet.

Section 5 recommends a target for the Richmond fleet, proposing a 2020 GHG emissions target of 20% below 2010 levels, and an annual reduction target of 2% per year to achieve this. This target is a pragmatic target that includes maintenance and management practices by Fleet, as well as demand management across city departments and efficient vehicle procurement.

Lastly, Section 6 highlights key recommendations to continue progress under the Sustainable Green Fleet Policy.

Methodologies for the inventories and modelling are provided in Appendix A. Appendix B details recommendations for streamlining future GHG emissions inventories within fleet management practices.

⁶ Hyla Environmental Services, *Corporate GHG Emissions and Energy Inventory for 1995, 1999 and 2007* (June 2011), presented in City of Richmond Report to Committee re Reaching Carbon Neutrality, (June 1, 2011), 22. REDMS 3086030

Green Fleet Action Plan (cont'd)

Introduction

1.1 Larger context of GHG regulation

1.1.1 Federal context – vehicle standards

The fuel economy of vehicles, which has a strong impact on the GHG emissions from fleets, is regulated by the federal government.⁷ In 2010, the federal government announced new regulations and is gradually improving efficiency for light-duty vehicles (passenger cars and pickup trucks, SUVs and vans) for 2011-2016, particularly with respect to greenhouse gas emissions. They intend to bring in more stringent regulations as of 2017.⁸

Regulations for medium- and heavy-duty trucks and buses are proposed to start in 2014, with increased stringency to 2018. These should match U.S. regulations.⁹ Off-road vehicles (which include Richmond's equipment) do not have regulations for greenhouse gas emissions, nor have any been announced.¹⁰ Federal regulations for off-road equipment focus on improving local air quality due to restrictions on the emissions of local air contaminants, with standards from Tier 0 (no emissions controls) to Tier 4. Tier 4 will be required for new equipment as of 2014-2018.¹¹

1.1.2 B.C. context – Greenhouse Gas Reductions Act

The release of greenhouse gas emissions is a significant contributor to human-caused climate change. Many B.C. communities are already feeling the effects of climate change, including increasingly frequent water shortages and extreme weather events, increased stress on fisheries and forests (including pine beetle infestations), and higher costs for insurance coverage. Sea level rise poses an increased risk of flooding for coastal communities.

In 2007, to address the challenge posed by climate change, the provincial government passed the Greenhouse Gas Reduction Act. This act set a province-wide target to reduce GHG emissions by at least 33% by 2020 and 80% by 2050, compared to 2007 levels. Under the Green Communities amendment to the Local Government Statutes Act, local governments were required to include targets, policies and actions to reduce their community's greenhouse gas emissions in their Official Community Plans. Local governments were not required to adopt the same targets as the provincial government; however, actions at the local level contribute to achieving B.C.'s overall GHG reduction target.

As part of the broader strategy to achieve B.C.'s reduction targets, the provincial government and the Union of B.C. Municipalities developed the Climate Action Charter to encourage local

⁷ The first regulatory framework was only set as of 2007, with the regulations coming into effect in 2011: prior to that, fuel consumption standards were set by voluntary agreements with automobile manufacturers.

<http://www.ec.gc.ca/eng/programs/environment-fcp-history-630.htm>

⁸ Office of the Auditor General, *2012 Spring Report of the Commissioner of the Environment and Sustainable Development*, Chapter 2—Meeting Canada's 2020 Climate Change Commitments, Exhibit 2.3—GHG regulations are in place in the transportation sector and proposed for the electricity sector, http://www.oag-bvg.gc.ca/internet/English/parl_cesd_201205_02_e_36774.html#ex3

⁹ Ibid.

¹⁰ They are referred to as "conceptual" in the Auditor General's report, *ibid.*

¹¹ Environment Canada, "Do you import or manufacture off-road diesel engines or machines?" <http://ec.gc.ca/lcpe-cepa/default.asp?lang=En&n=5C98F8FB-1>

Green Fleet Action Plan (cont'd)

Introduction

governments to work towards making their own operations carbon neutral by 2012, to measure and report on their community's emissions, and to work toward creating more compact, complete, energy-efficient communities. Richmond signed the Climate Action Charter in 2008, and has embedded their climate change leadership within a broader sustainability framework. As a signatory to the Climate Action Charter, Richmond is eligible for a rebate on the carbon taxes that they pay, under the Climate Action Revenue Incentive Program (CARIP)

B.C.'s low-carbon fuel standard regulates biofuels in gasoline and diesel, with 4% biodiesel and 5% ethanol in the provincial fuel mix as of 2012.¹²

1.1.3 Metro Vancouver equipment bylaw

Metro Vancouver has a bylaw to reduce local air quality emissions from non-road diesel engines (i.e. equipment).¹³ This bylaw is designed to improve local air quality. The bylaw requires the registration and payment of a fee for equipment that does not meet specific standards for efficiency and air quality, and restricts idling to under five minutes. Although this bylaw does not directly address greenhouse gas emissions, improving the efficiency of equipment and restricting equipment idling may indirectly reduce GHGs from equipment.

1.1.4 Other municipal and green fleet plans

The Green Fleet program managed by the Fraser Basin Council has set a benchmark for green fleet practices. This program measures fleet performance and management across 10 areas of action, providing a comprehensive Rating System Checklist with optional and required actions.

In terms of greenhouse gas emissions, local governments in B.C. have focused on corporate emissions reduction plans, of which fleet is a component. Stand-alone fleet plans with specific emission reduction targets are less common. Prince George has a Green Fleet plan outlining a variety of actions, but does not have specific GHG reduction targets for fleet.¹⁴

In Ontario, Hamilton and Toronto have adopted specific and detailed fleet plans, which can be seen as an early benchmark for fleet planning in Canada. Toronto introduced its first plan in 2004 and its follow-up plan in 2008. Toronto's plans include estimates of GHG reductions over the period of the plan. For 2004-2007, the estimated potential reductions were 15 to 23%.¹⁵ The 2008 plan estimates potential reductions of 11%.¹⁶ Toronto's plan is to meet emission reduction targets adopted by Council of 6% of 1990 levels by 2012 (the "Kyoto target"), 30% by 2020, and 80% by 2050. Hamilton's Green Fleet Implementation Plan, introduced in 2005, provides

¹² For FAQ on the Renewable & Low Carbon Fuel Standard, see <http://www.empr.gov.bc.ca/RET/RLCFRR/FAQ/Pages/default.aspx>

¹³ Greater Vancouver Regional District Non-Road Diesel Engine Emission Regulation Bylaw No. 1161 (2012).

¹⁴ Towards a Greener Fleet: City of Prince George Green Fleet Corporate Plan, December 2010.

<http://princegeorge.ca/infocentre/communications/Lists/Recent20News/Attachments/4/GreenFleetStrategicPlan.pdf>

¹⁵ Toronto Fleet Services, 2004-2007 Green Fleet Transition Plan, 26. Not all of these reductions were realized: the 2004 Plan estimated reductions of 10,000 to 15,000 tonnes, while the 2008 Plan states that Green Fleet initiatives had reduced emissions by 5,000 tonnes during this time period.

¹⁶ See the Executive Summary of the Toronto Fleet Services Green Fleet Plan 2008-2011.

http://www1.toronto.ca/city_of_toronto/fleet_services/files/pdf/gfp.pdf

detailed implementation but did not explicitly contain GHG reduction targets;¹⁷ however, the updated plan has a 2% reduction in GHGs/vehicle kilometre travelled.¹⁸

1.2.1 Sustainability Framework and climate change

The Sustainability Framework currently has two climate-related goals:

- Figure 1. Richmond's sustainability framework**

Richmond's Climate Prepared City goal utilizes three strategies: Empower, Prevent, and Prepare. The Corporate and Community Energy and GHG Reduction Programs are located under Prevention.¹⁹

Richmond also adopted a community target of 33% GHG reductions by 2020 and 80% reductions by 2050, using a 2007 baseline. This target, when combined with the City's carbon neutral commitment, helps the City take a comprehensive approach to responding to climate

¹⁷ City of Hamilton, *Green Fleet Implementation Plan* (2005). <http://www.hamilton.ca/NR/rdonlyres/45DA2BA5-3877-4048-9535-4E3615E0F38E/0/GreenFleetImplementationPlan.pdf>

¹⁸ City of Hamilton, *Green Fleet Implementation Plan, Phase 2 2009-2011* (2009), 4.

¹⁹ City of Richmond, *Climate Change Strategic Program*.
http://www.richmond.ca/shared/assets/Sustainability_GP_06211026740.pdf

Green Fleet Action Plan (cont'd)

Introduction

change. As shown in Figure 2, almost 99% of Richmond's overall emissions are from the community, and slightly more than 1% are from City corporate activities.

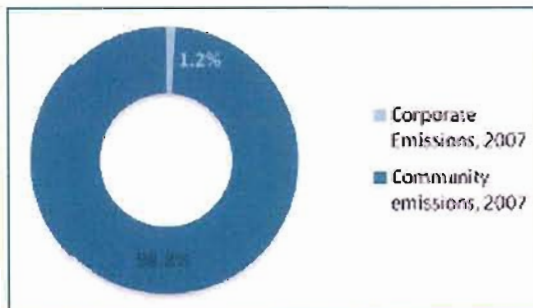


Figure 2. Richmond's greenhouse gas emissions, broken out by corporate and community percentages

1.2.2 Carbon neutrality implementation

The Green Fleet Action Plan is a component of the Corporate Energy and GHG Reduction Program that addresses emissions from City operations. An overview of key initiatives is provided in Figure 3. Measuring GHG emissions is the first step in implementing a program for reaching carbon neutrality. In 2010, the City completed its first comprehensive analysis of energy consumption levels, costs and direct GHG emissions corporate-wide. The analysis identified the need to focus action on reducing fossil fuel use in civic buildings and corporate fleet. Combined, these two activities account for the vast majority of GHG emissions currently being measured. The Green Fleet Action Plan also includes a comprehensive energy and emissions inventory for fleet vehicles providing critical trend data needed to better enable the City to advance strategic reduction actions.

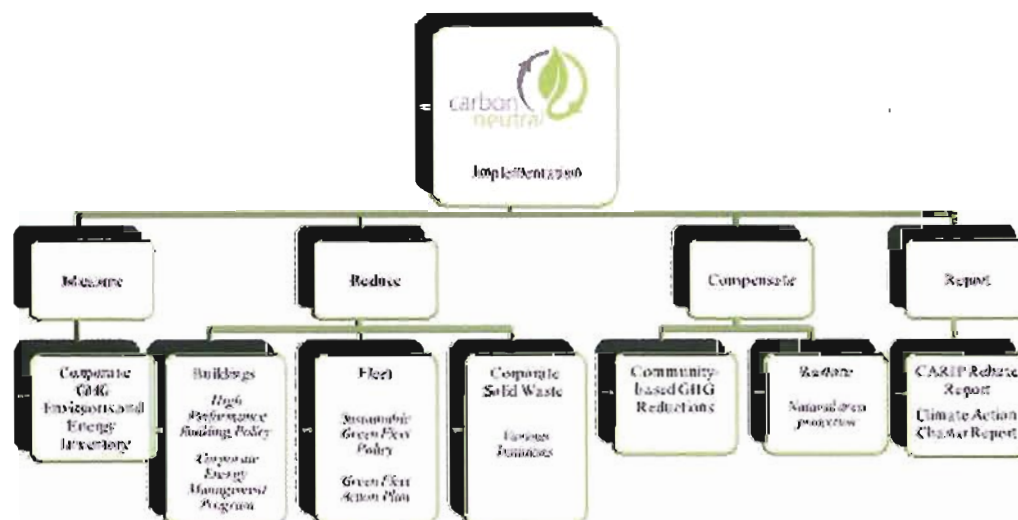


Figure 3: Carbon neutrality implementation summary

Green Fleet Action Plan (cont'd)

Introduction

Reducing internal corporate GHG emissions is the second step in implementation. Other reduction initiatives include the Corporate Energy Management Program and the corporate High Performance Building Policy which collectively include the development of LEED Gold buildings, installation of renewable energy systems into existing facilities and lighting and equipment retrofits. These initiatives have resulted in significant levels of avoided energy consumption, reduced GHG emissions as well as various other benefits.

With respect to fleet operations, Section 3 details 15 ways that Richmond has already taken action on emissions from fleet while Section 4 details the path forward for further reductions.

1.2.3 Sustainable Green Fleet policy

Richmond adopted a Green Fleet policy in 2006,²⁰ noting that the City's fleet represents a significant financial and natural resources investment. Concerns about vehicle impacts included greenhouse gas emissions, air quality and human health, and costs to the City. As of 2006, the City had already taken initiatives including:

- replacing compact fleet vehicles with hybrids or Smart Cars
- implementing an idle-free initiative
- using biodiesel as an alternative fuel
- instituting an employee carpool program

Under the Sustainable Green Fleet policy, Richmond seeks to be a leader in incorporating innovation and leading-edge technology and management practices. Fuel efficiency and emissions reductions are addressed through policy on acquisition, operational safety and efficiency, education and awareness, and monitoring. Actions under this policy are reviewed in Section 3.

In early 2012, Richmond amended its Green Fleet Policy to the Sustainable Green Fleet Policy.²¹ The amendment addresses the financial viability of fleet replacement, given the aging vehicle stock and the possibility of depleting the replacement reserve fund.

1.3 Objectives of Richmond's Green Fleet Action Plan

The Green Fleet Action Plan provides specific actions under the direction set in the Sustainable Green Fleet Policy. The objective of the Green Fleet Action Plan is to identify and prioritize actions that will reduce GHG emissions, improve fuel efficiency and reduce fuel costs, while continuing to provide enhanced city services and maintain service excellence.

The Plan recommends actions in the areas of demand side management, maintenance and management, monitoring and reporting, efficient resource use, and alternative fuels. The actions

²⁰ City of Richmond, Report to Council re Green Fleet Policy, December 5, 2006.

http://www.richmond.ca/_shared/assets/121106_item1615823.pdf (REDMS No. 2050547)

²¹ City of Richmond, Report to Committee re Sustainable Green Fleet Policy 2020, February 3, 2012.

http://www.richmond.ca/_shared/assets/SustainableGreenFleet_PWT_02221232306.pdf (REDMS No. 5358139, 2582744, 3462064)

Green Fleet Action Plan (cont'd)

Introduction

in the plan support Richmond in meeting and improving fleet's sustainable management practices of service excellence, worker safety and fiscal prudence.

Specifically, the Plan:

1. Evaluates the progress of past and current actions on GHG reductions from Richmond's fleet; reports on successes achieved to date
2. Identifies and prioritizes future actions that will provide ongoing GHG reductions, with quantification where possible
3. Recommends a reduction target for fleet GHG emissions
4. Recommends next steps on inventory data management, implementation, monitoring and reporting.

1.4 Fleet plan process

The Green Fleet Action Plan has been prepared using the following process:

- Review of existing inventory and development of 2010 inventory
- Review of sustainability and fleet policy
- Review of benchmark green fleet plans and E3 Fleet requirements
- Review meeting with Fleet staff to determine current actions and possible future actions
- Future modelling of projected 2020 fleet emissions, including modelling future action impacts where possible
- Workshop with Fleet and broader city staff (e.g. parks, roads, transportation planning, etc.) to review, add to, and prioritize future actions and discuss target-setting, with a particular focus on transportation demand management
- Final plan produced in consultation with Fleet and Sustainability managers

Green Fleet Action Plan (cont'd)

2. Fleet inventories, 2007 and 2010

The purpose of the baseline and follow-up inventories is to measure and report emissions, assess success to date, and help plan for ongoing and future actions to improve the sustainability of fleet. The inventory is thus shown according to various breakdowns such as department and vehicle type or mode to help understand where Richmond fleet emissions come from in detail. The data should be used to support fleet planning.

2.1 Background

2.1.1 Where do fleet emissions come from?

Greenhouse gases (GHGs) are produced when fossil fuels, such as diesel, gasoline or natural gas, are burned to produce energy. For example, GHGs are produced when using gasoline to power a fleet vehicle, diesel fuel to power a bulldozer, or propane to power an ice resurfer.

Both the type of vehicle or equipment used and the fuel type are important to consider when calculating greenhouse gas emissions. Different vehicle types (more technically referred to as vehicle modes) have different regulatory requirements for fuel efficiency. Cars and light-duty trucks have regulated fuel efficiency and GHG emissions standards that are improving every year.²²

Fuel types impact GHG emissions because different fuels emit a different amount of greenhouse gases per unit of energy burned. For example, fossil fuels like diesel and gasoline produce more greenhouse gases per unit of energy produced than cleaner fuels like electricity.²³

Greenhouse gas emissions include carbon dioxide, methane, and nitrous oxide.²⁴ Each of these has a different "global warming potential" and greenhouse gas emissions are therefore measured in tonnes of CO₂ equivalent (t CO₂e) for ease of comparison.

As well as the type of vehicle and fuel, driver behaviour, vehicle loads and vehicle maintenance all impact fuel use and GHG emissions. "Smarter Driver" techniques including smooth driving,

²² The improvements are averages for each manufacturer across a vehicle class, so a vehicle that is beyond the standard such as a hybrid allows for other vehicles with lower standards to continue in production. As discussed in Section 1.1.1, heavy-duty vehicles will have regulated requirements as of 2014; equipment has no regulations regarding greenhouse gas emissions.

²³ In B.C., electricity is primarily produced from hydropower, which produces very few GHG emissions. Electricity is emerging as a fuel source for electric and hybrid vehicles, and for some specialty vehicles such as ice resurfacers. Switching to electricity in B.C. can significantly reduce the emissions from a fleet vehicle.

²⁴ These are the three measured in B.C. emissions inventories for mobile sources, i.e. transportation. Other greenhouse gases include water vapour and ozone.

Green Fleet Action Plan (cont'd)

Fleet inventories, 2007 and 2010

regular vehicle maintenance, lighter loads, minimal use of air-conditioning, and reduced idling may reduce fuel use by 5 to 33%.²⁵

Figure 4 compares Richmond's corporate energy use and greenhouse gas emissions in 2007. While the vehicle fleet (red wedge) accounts for only 17% of the total energy use, the fleet's share of emissions is 33%. This is due in large part to the fact that buildings and lighting include electricity in their energy supply, while fleet does not. Consequently, the proportion of corporate emissions from fleet is higher than fleet's proportion of corporate energy use.

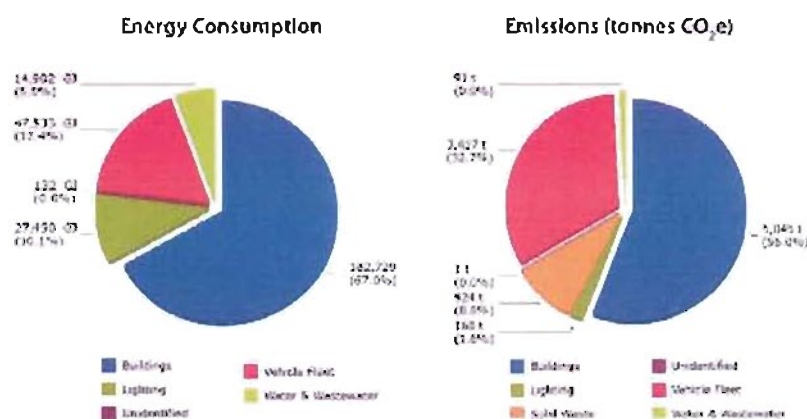


Figure 4. 2007 energy consumption and GHG emissions

Source: 2007 corporate emissions inventory²⁶

2.1.2 Fleet Services

Richmond's fleet operations supports the delivery of a wide range of city services, including waste collection at parks and Skytrain stations, bylaw enforcement, building and maintaining roads, and providing water and sewer services. Residential garbage collection is contracted out and is not part of Fleet Services.²⁷

The departmental breakdown in Appendix A.3 provides a good overview of all the city services that use vehicles and equipment maintained by Fleet Services. Fleet maintains over 500 assets²⁸

²⁵ Cherise Burda, Katie Laufenberg, Alison Bailie and Graham Haines, *Behind the Wheel: Opportunities for Canadians to drive less, reduce pollution and save money* (Pembina Institute, 2012).
<http://www.pembina.org/pub/2379>

²⁶ Hyla, Corporate GHG Emissions and Energy Inventory for 1995, 1999 and 2007, 22 (REDMS No. 3086030)

²⁷ Under current guidance on contracted emissions, the City is not obligated to report on contractor emissions for contracts signed prior to June 1, 2012; and, only contracts over \$25,000 should be included in reporting.
http://www.toolkit.bc.ca/sites/default/files/CNLC_Contracted%20Emissions_April%202012%20_FINAL.pdf
 Richmond is reporting on direct emissions as part of its Carbon Responsible Strategy of 2011 (File no. 01-0370-01/2011-VolOI).

²⁸ *Sustainable Green Fleet Policy*, 2012 (REDMS No. 3358139, 2582744, 3462064)
http://www.richmond.ca/_shared/assets/SustainableGreenFleet_PWT_02221232306.pdf

Green Fleet Action Plan (cont'd)

Fleet inventories, 2007 and 2010

consisting of vehicles and equipment. Vehicles include compact cars as well as tank trucks, crane trucks, and dump trucks (see

Table 1).



Figure 5. Fleet procures and maintains a wide range of equipment and vehicles

Source: City of Richmond

Many fleet vehicles and equipment provide more than simple mobility or transportation services in order for City staff to perform their work. Equipment requirements must meet the demands of the work as a principal requirement, using appropriate fuel technology to meet those power demands. For example, trucks have emergency lighting for public safety. A crewcab truck for the Parks board also acts as a mobile office for a foreman, and a lunchroom and place to warm up for Parks crews.



Figure 6. Fleet vehicles provide many services, including snow removal

Source: City of Richmond

Other trucks operate equipment, such as hydraulic equipment and air pressure tools like jackhammers. These services require a power source through vehicle idling or auxiliary means. Line painting equipment idles as part of the function it must perform. Therefore, fleet trucks serve as multi-purpose assets, meeting needs beyond staff mobility.

Green Fleet Action Plan (cont'd)

Fleet inventories, 2007 and 2010



Figure 7. Randy Jacimirski servicing equipment

Source: City of Richmond

2.1.3 Inventory scope

Under the Climate Action Charter and carbon neutral requirements, Richmond reports its energy and emissions use and, as of 2012, its emissions, to the B.C. government. Provincial carbon neutral reporting requires municipal governments to report on their emissions from buildings, infrastructure and other structures, and vehicles, equipment and machinery. Six traditional service areas are included: administration and governance; water and waste water; solid waste collection; roads and traffic operations; art, recreation and cultural services; and fire services. Police services are not included.

For Fleet, municipal government reporting to the B.C. government up to 2012 included only litres of fuel used in order to apply for the CARIP (carbon tax) rebate. As of 2012, carbon neutral reporting requires detailed inventories. Recommendations on carbon accounting and reporting are covered in Appendix B.

The Green Fleet Action Plan is based on 2007 and 2010 GHG inventory data calculated from Richmond fleet vehicles and equipment fuel use, and on modelling of possible future emissions under various actions. These inventories do not include contractor services and mobile A/C units.

Richmond reports out to the Mexico City Pact and plans to join the E3 Fleet program. Details on the scope of various reporting mechanisms are also in Appendix B.

Green Fleet Action Plan (cont'd)

Fleet inventories, 2007 and 2010

2.1.4 Inventory methodology

The 2007 fleet inventory followed standard GHG emissions accounting practices at the time for corporate greenhouse gas accounting.³⁰ The 2010 follow-up inventory followed standard B.C. government practices³¹ (see Appendix A). In order to ensure methodological comparability, the 2007 inventory was re-calibrated with the 2010 methodology. Calculated reductions from 2007 to 2010 are therefore due to actual reductions in fuel use and concomitant greenhouse gas emissions. Recommended inventory methods starting in 2012 are provided in Appendix B.

The inventory is shown by division, department, and vehicle mode. Vehicle mode refers to the type of vehicle: light-duty cars, light-duty trucks (pickups, vans and SUVs under 10,000 lbs.), medium-duty trucks (includes buses in the Richmond fleet), heavy-duty trucks, and equipment.³¹ Vehicle modes have different emissions factors for calculating GHGs (see Appendix A). Examples of each mode, as found in the Richmond fleet, are shown below.

Table 1. Examples of assets by mode in the Richmond fleet in 2010

Vehicle Mode	Examples found in the Richmond fleet
Light-duty cars	2001 Chevrolet Cavalier 2003 Honda Civic Sedan 2006 Smart Car
Light-duty trucks (pickups, vans, SUVs)	1995 Ford Econoline Van 1995 Ford Pickup Truck 2001 Ford Pickup Truck 2007 Dodge Ram Quad Cab ¾ Ton 2009 Dodge Dakota Club Cab
Medium-duty trucks	2000 Ford F550 Pickup Flat Deck 2001 Grumman Workhorse Van 2001 Ford F450 Crew Cab Dump 2005 International Single Axle Dump 2005 Ford F550 Crane Truck
Heavy-duty trucks	2002 IHC Tandem Dump Truck 2005 International Pumper 7400
Equipment	2003 John Deere Mower 2006 Cat 430E Backhoe 2007 Vermeer Brushcutter 2010 New Holland Tractor

³⁰ IPCC Guidelines and ISO Draft International Standards. Hyla, Corporate GHG Emissions and Energy Inventory for 1995, 1999 and 2007, Section 2.3: Inventory Methodology. (REDNIS No. 3086030)

³¹ B.C. Ministry of Environment 2012, 2012 B.C. Best Practices Methodology for Quantifying Greenhouse Gas Emissions. <http://www.env.gov.bc.ca/cas/mitigation/pdfs/BC-Best-Practices-Methodology-for-Quantifying-Greenhouse-Gas-Emissions.pdf>

³² Fire Services are not broken down by vehicle mode for the 2007 and 2010 inventories.

Green Fleet Action Plan (cont'd)

Fleet inventories, 2007 and 2010

2.2 2007 fleet inventory

In 2007, fleet vehicles and equipment accounted for 17% of corporate energy use, and 33% of corporate emissions, as shown in Figure 4.

Fleet fuel use totaled 1,313,357 litres of gasoline and diesel fuel, at a cost of \$992,020. Fleet emissions were 3,241 tCO₂e.³² Fleet emissions for 2007, broken down by division, are shown below in

Table 2. Trends in emissions are discussed in Section 2.4.

Table 2. Fuel costs and GHG emissions by division, 2007

Division	Fuel cost	CO ₂ e emissions (tonnes)
Public Works	\$ 663,342	2,196
Parks, Recreation, and Culture	\$ 178,291	602
Law and Community Safety	\$ 121,495	348
Miscellaneous	\$ 16,155	53
Urban Development	\$ 7,863	25
Finance and Corporate Services	\$ 4,854	17
Total	\$ 992,020	3,241

2.3 2010 fleet inventory

The purpose of the 2010 inventory is to provide a comparison to 2007, enable action tracking, and provide the basis for future strategy modelling and prioritization.

Fleet fuel use in 2010 totaled 1,249,957 litres of gasoline and diesel, at a cost of \$1.27 million. Fleet emissions were 3,151 tCO₂e. This shows a reduction of 3% in GHGs from the 2007 inventory.

Figure 8 provides the breakdown of fleet assets by mode, and the percentage of GHG emissions for each mode. Passenger cars make up 18% of fleet assets, yet produce only 7% of emissions. This is due in part to the replacement of passenger cars with higher efficiency green fleet vehicles. In addition, passenger cars are unlikely to serve dual work purposes, whereas light-, medium- and heavy-duty trucks may idle to run equipment, keep workers warm during break periods, and provide other additional services. Light-duty trucks constitute the majority of fleet assets. Medium-duty vehicles (trucks and buses) account for the greatest percentage of emissions

³² See Appendix A for inventory methodology; 2007 emission were re-calibrated using the 2010 methodology to enable 2007 to 2010 comparison.

Green Fleet Action Plan (cont'd)

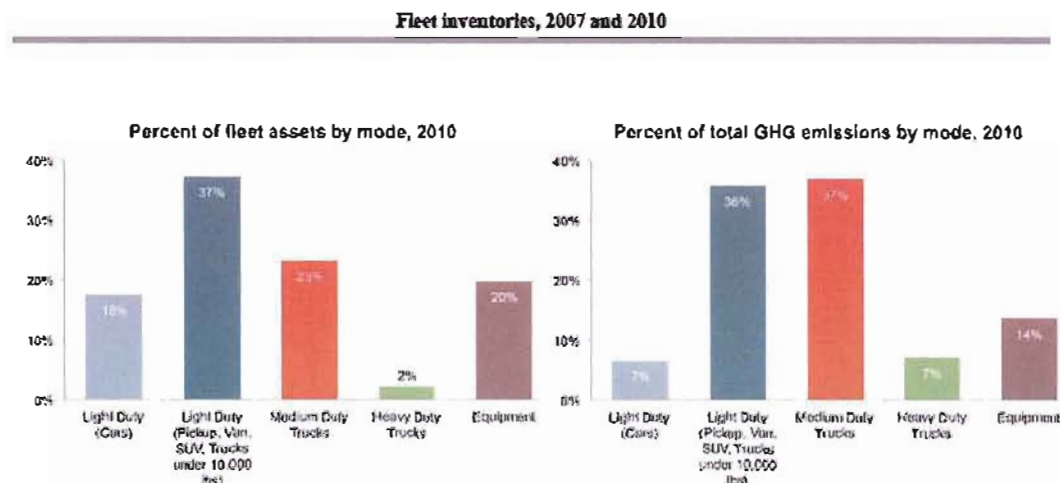


Figure 8. Percent of total fleet assets and GHG emissions by mode, 2010

Note: Data does not include Fire Service vehicles.

Table 3 shows fleet emissions and fuel costs broken down by division. The majority of emissions come from the Public Works division, which includes roads, water and wastewater, and fleet operations. Fire services are included in Law and Community Safety. Fuel costs show a similar breakdown: Public Works accounted for more than \$800,000 in fuel costs in 2010.

Table 3. Fuel costs and GHG emissions by division, 2010

Division	Fuel cost	CO ₂ e emissions (tonnes)
Public Works	\$ 854,411	2072
Parks, Recreation, and Culture	\$ 215,435	549
Law and Community Safety	\$ 166,712	432
Miscellaneous	\$ 22,644	68
Urban Development	\$ 5,554	13
Finance and Corporate Services	\$ 7,031	18
Total	\$ 1,271,787	3151

A more detailed breakdown of emissions by department is provided in Appendix A.3.

2.4 Analysis, 1995-2010

The 2007 inventory report included data from 1995 and 1999. When combined with the 2010 inventory, this allows comparison over a 15-year time period (Figure 9 and Figure 10,

Green Fleet Action Plan (cont'd)

Fleet inventories, 2007 and 2010

Table 4). With only three to four data points, it is difficult to identify concrete trends.³³ However, the data to date shows that per unit fuel use and emissions have decreased, while overall emissions and fuel use have remained relatively consistent. Richmond has grown significantly in this time period, and the actions taken to date have limited an overall increase of fuel use and emissions from fleet.

As shown in Figure 9, total greenhouse gas emissions have shown a slight downward trend from the mid-1990s, with variability around 3200 tonnes CO₂e since 1999. 2010 fleet emissions are 6% below 1995 emissions and 3% below 2007 fleet emissions.

At the same time, the total assets of fleet (vehicles and equipment) have continued to rise, with an increase of 24% between 1999 and 2010, reflecting the increased service level for a growing population. Richmond's population grew almost 30% between 1996 and 2011.³⁴

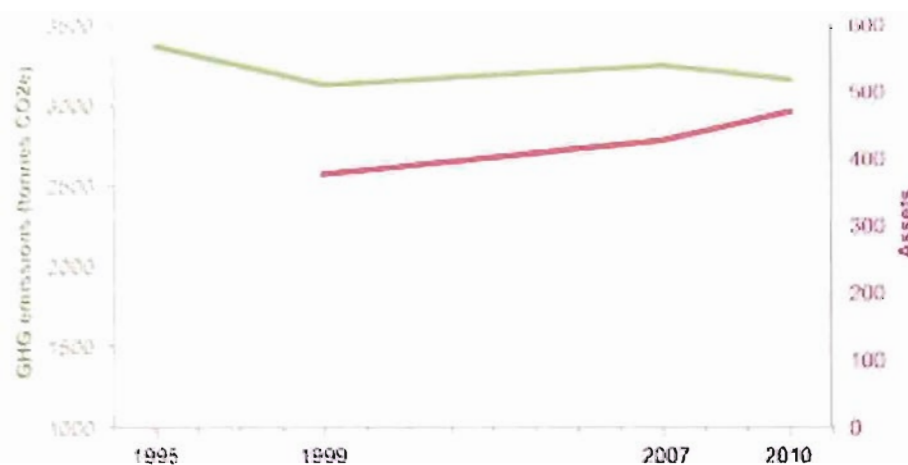


Figure 9. GHG emissions and asset counts over time³⁵

The combined emissions trend and asset trend show that vehicles and equipment are becoming more efficient, and/or are being used more efficiently to provide services to the City.

³³ It is possible that differences are in part due to changing data methodologies. 1995 and 1999 emissions numbers are taken directly from the 2007 Inventory Report. However, the 2007 and 2010 numbers have been calibrated for methodological differences in carbon accounting. Fuel management changes in 2009 may have impacted the fuel use numbers.

³⁴ Calculated from City of Richmond "Population Hot Facts" http://www.richmond.ca/shared/assets/Population_Hot_Facts6248.pdf

³⁵ The asset count for 1999 includes insured vehicles and equipment in 1999. The 2007 and 2010 numbers are based on a count of individual assets fuelling up at the Works Yard fuel station, as well as Fire Service vehicles.

Green Fleet Action Plan (cont'd)

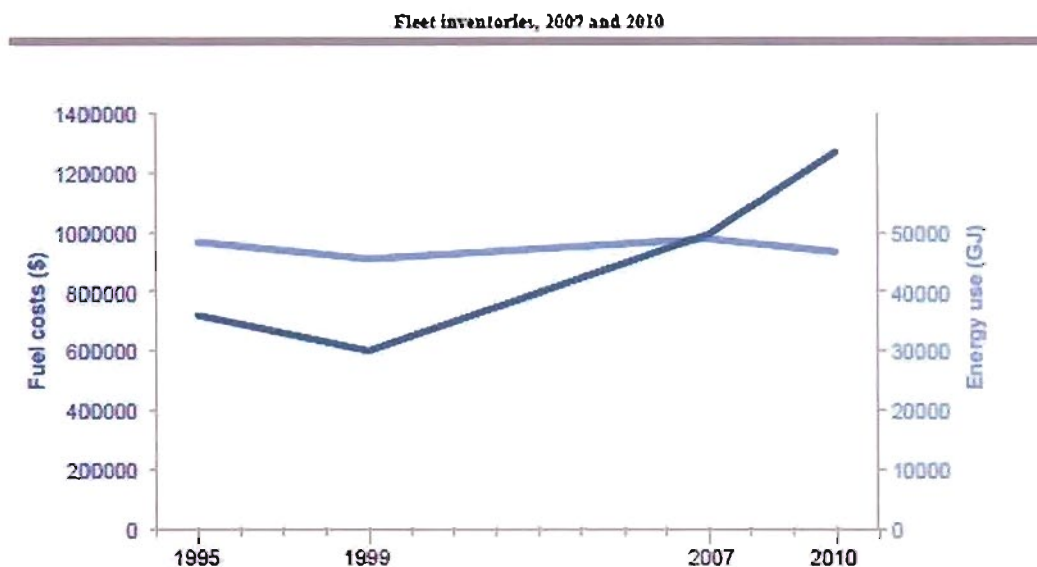


Figure 10. Fuel costs and energy use over time³⁶

Figure 10 shows fuel use in GJ and fuel costs over time in unadjusted dollars. Fuel use has remained relatively stable. Fuel costs have increased by 28% in nominal dollars from 2007 to 2010, while energy use (and emissions, as shown in the previous graph) have remained about the same. Fuel costs in nominal dollars have more than doubled since 1999, providing a financial rationale for improving fleet efficiency.

The litres of fuel saved in 2010 over 2007 also saved Fleet \$64,650 in fuel costs.³⁷ The upfront capital costs required to pay for some of the green fleet actions can be at least partially offset by operational savings. By reducing overall fuel use, Sustainable Green Fleet actions support fleet fiscal prudence as well.

Table 4. Asset, GHG, energy data 1995-2010

	1995	1999	2007	2010	Percent Change	
					1999-2010	2007-2010
Asset count		378	426	469	124%	110%
GHGs, tonnes CO ₂ e	3,368	3,124	3,241	3,151	101%	97%
Energy costs, \$	720,131	602,521	992,020	1,271,616	211%	128%
Energy use, GJ	47,055	44,227	47,533	45,395	103%	96%
Energy use, L			1,313,357	1,249,957		95%

³⁶ 1995, 1999, and 2007 energy use and fuel cost numbers are taken directly from the 2007 Inventory Report. The 2010 numbers are based on 2010 fuel consumption cost data.

³⁷ Assuming average cost price/litre of \$1.02 for 2010.

Green Fleet Action Plan (cont'd)

3. Actions to date

Richmond began its innovative sustainable fleet work in the 1990s with the Employee Carpool Program. Richmond continued taking action on reducing fuel use and increasing the environmental sustainability of fleet with its Green Fleet Policy of 2006. Richmond's action to green its fleet and corporate transportation practices thus began prior to 2007, the baseline date for provincial GHG inventories, policies and action plans. This section summarizes key actions taken to date.

3.1 Action framework

In order to assess Green Fleet actions to date (and for future Green Fleet action planning), actions were divided into four key areas:

- demand side management
- maintenance and management
- efficient resource use
- alternative fuels

Demand side management covers a broad range of actions that reduce demand for fleet vehicles and equipment while maintaining worker safety and service excellence. These actions include reducing idling, changing driver behavior, and changing operational practices to reduce vehicle kilometres travelled (VKT). While demand side management actions may require broader organizational and behavioural shifts across municipal operations and departments, it is a fiscally prudent approach that generally does not require large capital outlays for Fleet. Responsibility for implementation rests with the corporation as a whole as well as Fleet Services.

Maintenance and management includes a sound vehicle maintenance program that maximizes vehicle efficiency, and accurate fuel management systems. Sound data collection and active data use can improve the performance of fleet overall. These practices are the responsibility of Fleet, although changes could impact other departments. Maintenance and management actions may require human resource and capital outlays to incorporate new practices (e.g. fuel dispensing systems), or they may improve upon on existing programs. They ensure worker safety, service excellence and fiscal prudence.

Efficient resource use includes new technology adoption such as moving to more efficient vehicles and upgrading vehicle technology to reduce fuel consumption.

Alternative fuels is the final area of action, whereby remaining energy demand may be met by a variety of low-carbon fuels. Some actions in both efficient resource use and fuels may require higher upfront capital cost outlays, as well as minor to significant fueling system changes. Alongside their environmental performance, consideration of operational cost savings is important to assess their financial feasibility.

Green Fleet Action Plan (cont'd)

Actions to date

3.2 Actions to date

Richmond's actions to date are either completed, ongoing, or in pilot phases. They are summarized in Table 5, followed by details for each action in Section 3.3.

Specific current and ongoing actions have been measured where possible using quantitative indicators such as numbers of green fleet vehicles. Qualitative indicators of success have also been identified. For example, Richmond's exemplary carpool program, in operation since 1997, can be measured by number of staff participating; qualitative impacts include the demonstration of leadership and the enhancement of staff satisfaction.

Table 5. Sustainable Green Fleet actions to date

Action	Status	Impact
Demand side management		
1. Anti-idling program at the Works yard Anti-idling bylaw ³⁸	Completed	Richmond's fleet has had an idle-free program as of September, 2004 Community anti-idling bylaw provides opportunity for education and awareness, introduced July 2012
2. Driver training: One-time driver training for all drivers using fleet vehicles; driver training on new equipment	Ongoing	Driver behaviour, including idling, accounts for 5 to 33% of fuel use ³⁹
3. Reduce demand by changing operational practices a) Route optimization b) Reduced collection requirements	a) Completed for some departments b) Completed	Bylaw, litter and tree routes have been optimized. Solar compactors at SkyTrain stations.
4. Use IT to reduce the number of work-related vehicle trips taken by Richmond staff	Pilot	Fire Halls and City Hall fifth floor connected
5. Alternative transportation pilot: corporate bicycle share	Pilot	Program had very low uptake
6. Sustainable Commute: staff carpool program	Ongoing	Almost 80 staff participate, with a 70-person wait list Community GHGs are reduced; enhanced staff satisfaction; leadership. Does result in increased wear and tear on City vehicles and the need for accelerated vehicle replacement of carpool units.

³⁸ City of Richmond, Anti-Idling Initiatives & Regulation on Public Property, Adopted by Council June 25, 2012, http://www.richmond.ca/cityhall/council/agendas/council/2012/062512_minutes.htm (REDMS No. 2020978)

³⁹ *Behind the Wheel*.

Green Fleet Action Plan (cont'd)

Actions to date

Maintenance and Management Practices		
7. Automated fuel management and dispensing system	Completed	Ensures fuel use is monitored and tracked and provides for fuel security.
8. Preventive maintenance program for vehicles	Ongoing	Ensures vehicle safety and efficient vehicle performance for worker safety and best vehicle performance.
9. Fleet financial assessment; improved asset management systems	Completed; in process	Financial sustainability of Fleet; improved asset management including maintenance schedules and active data use for fuel savings.
Efficient Resource Use		
10. Best-in-class procurement: purchasing Smart Cars and hybrids for passenger vehicles	Ongoing	31 hybrids and 10 Smart Cars as of 2010. Green Fleet cars saved 43 tonnes of GHGs between 2007 and 2010. Demonstrates leadership.
11. Reduce idling through installation of LED lights for emergency lighting in trucks, and auxiliary batteries when appropriate.	Ongoing	One-third of fleet vehicles have been converted to LED lighting. As of 2012, all new trucks are spec'd with LED emergency lighting and dedicated auxiliary batteries where possible.
12. Solar panel installation on Parks trailers to run safety/signal lights.	In process	Two message board trailers have been converted to use solar panels for their safety/signal lighting.
13. Replace lower tier diesel equipment	In process	Four units replaced.
Alternative Fuels		
14. Biodiesel 5 blend in diesel fuel prior to 2008. As of 2012, 4% biodiesel is the B.C. standard for diesel fuels, with a 5% ethanol blend in gasoline.	Ongoing	104 tonnes of Richmond's fleet emissions in 2010 were from renewable sources: biodiesel and ethanol.
15. Switch to low-carbon B.C. grid electricity a) Electric ice resurfacers b) Electric vehicle passenger cars c) Electric vehicle charging station installations	a) Completed b) Ongoing c) Ongoing	a) All five ice resurfacers are electric b) Four electric cars procured in 2012 c) 11 electric vehicle charging stations installed

3.2.1 Overall Impact

The overall indicator of success, from a carbon neutral standpoint, is the reduction of total emissions from fleet. Section 2 showed that there has been a 3% reduction in emissions from fleet vehicles and equipment between 2007 and 2010. Fleet emissions, when Fire Services are excluded, have decreased by 6% from 2007. Reductions were greatest in the light-duty truck category.

Green Fleet Action Plan (cont'd)

Actions to date

Many factors impact the fuel economy of vehicles, annual vehicle kilometres travelled (VKT) and GHG emissions. These include weather/climate, level of service provision, driver behaviour, vehicle maintenance, and vehicle type and technology. Richmond's actions to date have addressed areas where Fleet Services can have an impact on using resources wisely.

Details on each action, as well as key actions that demonstrate the impacts of the Sustainable Green Fleet Policy, Richmond's leadership, and innovation by Fleet staff are provided below.

3.2.2 Demand side management

Richmond has several different programs and initiatives to reduce the demand for fleet vehicles and equipment. These actions demonstrate Richmond's corporate leadership on sustainability, dedication to sound fleet management practices, and innovation in the Fleet Yard. While difficult to quantify behavioural and organizational actions, demand side management plays a key role in reducing fuel use and GHG emissions, while ensuring the fiscal sustainability in fleet.

Action 1. Anti-idling corporate initiative (2004) and community-wide bylaw (2012)

Richmond has had an Fleet Operations Anti-idling Initiative since 2004. In 2006, the City partnered with School District #38 to pilot an Idle-Free program at two schools, which the School District has continued to expand. Preventing non-purposeful idling in City vehicles was included in the 2006 Green Fleet Policy. Non-purposeful idling is deemed to be idling not necessary for the safe operation of the vehicle, and therefore does not include idling to run safety lights or equipment.

Richmond has now expanded its anti-idling program, with a community-wide anti-idling policy adopted in 2012 that restricts non-purposeful idling to three minutes, with a \$75 penalty.⁴⁰ The goal of the anti-idling bylaw is to promote voluntary compliance, engage people in dialogue about the impacts of idling, and promote community awareness. The three-minute limit is enforced by city bylaw officers as part of existing traffic and parking patrols.

Action 2. Driver training: "Smarter Driver"

Driver behaviour can account for 5% to 33% of fuel use, with a conservative estimate placing reductions of anti-idling, regular maintenance, and Smarter Driving at 10%.⁴¹

Driver training is critical to ensure that driver behaviour is supporting fuel reduction goals. Currently, drivers new to fleet vehicles undergo a training session for Fleet insurance purposes. The training is for all drivers who use fleet vehicles, including volunteer drivers for cultural services. The training focuses on safe driving practices, and includes smarter driving techniques such as slow acceleration and deceleration in order to improve the fuel efficiency of vehicles. Additional staff training is provided on new equipment.

Action 3. Reduce demand by changing operational practices

- a. Route optimization for service provision. Bylaw, litter, and tree routes have been optimized to reduce total vehicle kilometres traveled (VKT). The Information

⁴⁰ City of Richmond, Anti-Idling Initiatives & Regulation on Public Property. (REDMS No. 3537567)

⁴¹ *Behind the Wheel*.

Green Fleet Action Plan (cont'd)

Actions to date

Technology department has divided the city into four quadrants to optimize services. These are department by department initiatives to streamline routes.

- b. **Reduced collection requirements.** The garbage bin sizes at Gary Point Park have been increased using an in-ground container, so that they do not need to be emptied as frequently. Solar compactors for garbage at SkyTrain stations – the “Big Bellies” – reduce the frequency that staff need to empty garbage; however, injuries to workers may increase due to heavier lifting. Also, the stations still require litter clean-up, limiting the VKT reductions.

Action 4. Use Information Technology (IT) to reduce vehicle-related trips for meetings for Richmond staff. The IT Department has set up remote meetings for Fire Services, connecting City Hall and the fire stations with an optical communications system (OCS). A pilot at the Works Yard was not successful due to poor lighting.

Action 5. Alternative transportation pilot – staff bicycle share program.

A fleet bicycle share was initiated for employees, as an alternative to taking vehicles to meetings. The program had poor uptake. Staff cite weather and limited awareness as potential reasons for its lack of success to date. Changing mindsets and cultural expectations were also given as reasons.

Action 6. Sustainable Commute: staff carpool program

Demonstrating Leadership

Initiated in 1997, Richmond's employee carpool program has almost 80 participants and more than 70 staff on the waitlist. The program uses 17 fleet vehicles that are based at either City Hall or the Works Yard and travel to Langley, Surrey, White Rock, Delta, Vancouver, and the Tri-Cities. Although the staff carpool does not directly reduce corporate GHG emissions, it does reduce community emissions, demonstrates leadership in transportation, and has been a model for other communities initiating staff carpool programs.

3.2.3 Maintenance and management practices

Action 7. Automated fuel management and dispensing system. Fleet operations installed a new fuel management system in mid-2009. This system tracks all fuel use by vehicle and equipment unit and ensures only authorized vehicles can fuel up (i.e. provides fuel security).

Action 8. Fleet financial assessment and an improved asset management system. An independent financial assessment has provided strategies to support the financial well-being of fleet, particularly around replacement vehicles and the long-term stability of the Public Works/Corporate Vehicle and Equipment Reserve fund. Ensuring financial viability supports a progressive procurement policy that adopts new technologies, particularly around fuel efficiency.⁴²

⁴² The financial strategy is detailed in the February 7, 2012 Report to Committee on the Sustainable Green Fleet Policy amendments. REDMS 3537567.

Green Fleet Action Plan (cont'd)

Actions to date

Fleet is also in the process of updating its asset management systems with new software that will enable better matching of vehicle to need, maintenance schedules, replacement calculations, and fuel tracking. The Faster Asset management software will support Fleet in providing service excellence while ensuring vehicle safety and fiscally-prudent decision-making about asset maintenance and replacement.

Action 9. Preventive maintenance program for vehicles

Richmond Fleet practices preventive maintenance by regularly servicing fleet vehicles. Regular maintenance reduces long-term and unexpected maintenance costs, ensuring that vehicles operate efficiently and safely.



Shawn Howe
Source: City of Richmond

John Kovich

3.2.4 Efficient resource use

Action 10: Best-in-class vehicle procurement: purchasing Smart Cars and hybrids for passenger vehicles

Richmond has purchased fuel-efficient replacement vehicles, in keeping with the Sustainable Green Fleet Policy to use "vehicles with highest fuel efficiency and cost effectiveness based on considerations of life-cycle costing and financial investment requirements" and a Council resolution specifying procurement of Smart Cars and hybrids.⁴³

The passenger car replacement policy is visible in the fleet inventory. Passenger vehicles purchased in the early 2000s included a mix of Honda Civics, Chevrolet Cavaliers, and Dodge sedans. Following the Council resolution to replace compact cars with hybrids or Smart Cars, new passenger cars in fleet were mainly Smart Cars and Honda Civic hybrids, with a few other vehicles (Chevrolet Malibu, Honda Accord, Saturn Vue). Numbers of hybrid vehicles and Smart Cars in Richmond's Green Fleet are shown in Table 6.

⁴³ City of Richmond, *Green Fleet Policy*. Adopted by Council December 11, 2006; amended by Council February 23, 2009 and February 7, 2012. (REDMS No. 3537567)

Green Fleet Action Plan (cont'd)

Actions to date

Hybrid vehicles provide the best fuel economy within a vehicle class, aside from fully electric vehicles. In 2007, fleet had 12 hybrid vehicles, all passenger cars. In 2010, fleet had 31 hybrid vehicles: 30 hybrid passenger cars and one hybrid-diesel truck. Including Smart Cars, green fleet vehicles now represent over 50% of Richmond's passenger cars.

In 2010, green fleet passenger cars (hybrids and smart cars) operated more efficiently than non-green fleet passenger cars, using only 6.7 L/100km compared to 11.4 L/100 km for non-green fleet cars.⁴⁴ Richmond's green fleet cars (hybrids and Smart Cars) are 41% more fuel efficient than the other passenger cars in fleet.

From 2007 to 2010, the Green Fleet cars have saved almost 20,000 L of fuel and 43 tonnes of GHGs, as compared to conventional vehicle replacements. GHG emissions from passenger vehicles would have been 6% higher without the green fleet vehicles. Section 4 recommends actions to continue and improve on the savings from the green fleet vehicles.

Table 6. Numbers of Smart Cars and hybrid cars in fleet

Number of cars	2007	2010
Total number of cars	70	76
Smart Cars	11	10
Hybrid cars	12	30
Percent of passenger vehicles that are green fleet vehicles	33%	53%

For green fleet vehicles to be successful, they must also support service excellence, including staff satisfaction. For example, while fuel efficient, Smart Cars are seemingly less well liked by staff due to issues such as diesel odour, limited carrying space for materials/supplies and unease around vehicle safety due to size. They are also not effective for carpool use. One staff person simply stated that "people don't like to drive them." As service excellence and driver satisfaction are factored into vehicle procurement decisions also, Richmond has not continued to purchase Smart Cars, with 11 in the fleet in 2007 and 10 in 2010.

Piloting a diesel-electric truck

Richmond procured a diesel-hybrid truck as part of a pilot with five other municipalities. The truck chassis was outfitted as a Parks chipper vehicle for tree trimming. However, the electric drive for the bucket has a slow response time and considerable breakdowns, which has led to low utilization. As a pilot, the unit was new, with untested and unproven technology at acquisition. Fleet staff recommend that future hybrid-diesel vehicles be optimized for their use, i.e. used for overhead electrical work that does not require a rapid response time, as an example.

⁴⁴ Based on an assessment of 72% of passenger car VKT data for 2010.

Green Fleet Action Plan (cont'd)

Actions to date

Action 11. Reduce idling through LED lights and auxiliary batteries.

Idling to run safety lights increases wear and tear on the engine and increases truck fuel use. Replacing lights with LEDs and including auxiliary batteries reduces idling time, saving fuel and maintenance costs. Results from the City of Hamilton measuring six trucks with auxiliary batteries showed an average fuel economy improvement of 6%.⁴⁵

Richmond fleet staff are currently replacing vehicle emergency lights with LEDs, and auxiliary batteries where possible,⁴⁶ as vehicles come in for maintenance. Approximately one-third of eligible trucks have been re-fitted to reduce idling needs. New trucks are being ordered with LED lights and auxiliary batteries.

This action reduces the need to idle in order to run vehicle lights (e.g. safety lights), but does not reduce the need to idle for heating purposes in the winter, nor idling required to run equipment. For example, vehicles that serve as lunchrooms for outdoor crews will continue to idle for heating purposes. Also, short trip durations are not adequate for full auxiliary battery recharge. Work crews may need to charge batteries at a charging station at the yard as necessary.

Action 12. Solar panel installation on Parks trailer to run signal/safety lights.

Innovation

Fleet operations staff take advantage of opportunities to reduce fuel needs. They have installed two solar panels on Parks trailers to run the LED signal/safety lights. They note that this innovation is not likely transferable to many other fleet vehicles: individual opportunities are evaluated based on the energy draw required and available solar panel space.

Installing solar panels is an example of innovation in the Works Yard, meeting the Sustainable Green Fleet Policy to 'adopt new technologies, including retrofits, aimed at improving fuel efficiency and reducing emissions.'⁴⁷

Action 13. Replacement of low-standard diesel equipment

Fleet has replaced four Tier 0 diesel units that were over 25 years old. This Sustainable Green Fleet action meets the human health and air quality policy goals in the Sustainable Green Fleet Policy, as well as Metro Vancouver's diesel equipment bylaw. Standards for equipment are geared towards standards for local air quality pollutants, and do not include standards for greenhouse gas emissions. However, some Tier 3 and Tier 4 equipment is more fuel-efficient⁴⁸ and may also improve fuel use and related greenhouse gas emissions.

⁴⁵ Calculated from data provided in City of Hamilton *Appendix B: Green Fleet Implementation Plan, Phase 2 2009-2011* (2009), 17.

⁴⁶ Older vehicles are upgraded to LED lights, but not auxiliary batteries, as the conversion is not feasible.

⁴⁷ *Sustainable Green Fleet Policy*.

⁴⁸ By about 3-5% over the preceding tier, see, for example <http://cumminsengines.com/fuel-duel.aspx>, http://emissions.cardealer.com/system/resources/2000/0007/Tier_4_Customer_FAQ.pdf.

Green Fleet Action Plan (cont'd)

Actions to date

3.2.5 Alternative Fuels

Action 14. Biodiesel

Richmond adopted the use of biodiesel 5 for fleet vehicles fueling at the fleet yard prior to 2008, ahead of provincial regulations that have now phased 4% biodiesel into the provincial diesel fuel mix.⁴⁹ B.C. has also regulated a 5% blend of ethanol in gasoline, as of 2010.⁵⁰

Emission reductions from biodiesel are seen in the full life cycle of emissions from the fuel, rather than at the tailpipe. Life-cycle reductions from biodiesel 5 should be approximately 4%. As the biodiesel is from a renewable resource, some of these emissions will be re-captured by the crops for the next cycle of production.⁵¹

In 2010, 104 tonnes of Fleet's emissions were from biodiesel and ethanol blended in the diesel and gasoline fuels.

Action 15. Switch to low-carbon, B.C. grid electricity⁵²

- a) Richmond replaced its five propane-powered ice resurfacers with electric ice resurfacers. This improves indoor air quality at the ice arenas as well as reducing greenhouse gas emissions.



Figure 11. Richmond's ice arenas use electric ice resurfacers, eliminating fossil fuel use and improving indoor air quality

⁴⁹ 4% as of 2012. <http://www.empr.gov.bc.ca/RET/RLCFRR/FAQ/Pages/default.aspx>.

⁵⁰ Through the Cleaner Gasoline Regulation (CGR). <http://www.env.gov.bc.ca/epd/codes/cgr/index.htm>.

⁵¹ The gains from biodiesel depend upon the fuel lifecycle including crop type and the methods of production. Second generation biodiesel is estimated to provide greater emissions gains than first generation biofuels, which have faced challenges including: large carbon inputs into production, displacement of food crops by fuel crops, etc.

⁵² In B.C., electricity is primarily generated from hydroelectricity, and therefore the GHG emissions are very low. Richmond can use grid electricity and greatly reduce GHG emissions. Electricity in other jurisdictions may have much higher associated GHG emissions.

Green Fleet Action Plan (cont'd)

Actions to date

- b) In 2012, Richmond purchased one Nissan Leaf and three Chevy Volts. The Leaf is an all-electric vehicle (battery electric or BEV) with an electric motor that does not have a tailpipe, and hence no tailpipe emissions. It can drive over 100 km on a full charge, depending on local conditions and driver behaviour. The Volt is a plug-in hybrid vehicle (or PHEV) that can drive up to 80 km on a full charge; once the battery is depleted, it switches to using the gasoline engine.



Figure 12. Richmond's new all-electric Nissan Leaf and the new Chevy Volt plug-in hybrids

Electric vehicles provide fuel cost savings over the life of the vehicle. B.C. Hydro has estimated the savings from a BEV at \$1200/year for B.C. owners.³³ Richmond's purchase of electric vehicles in 2012 has taken advantage of B.C. government rebates on electric vehicles. Payback periods depend on vehicle usage and are discussed in Section 4.

The purchase of electric vehicles demonstrates leadership in "incorporating innovation and leading-edge technology," a goal of the Sustainable Green Fleet Policy. Having electric vehicles in fleet can help profile EV's as a vehicle choice to Richmond citizens, supporting the community GHG targets.

- c) Richmond has installed 11 electric vehicle charging stations in five locations. Eight are for public use (Steveston Community Centre, Thompson Community Centre, Cambie Community Centre, and Richmond City Hall). Two are for Fleet use at City Works Yard, with an additional station underground at City Hall for fleet use. In addition, the Richmond Olympic Oval installed two electric vehicle charging stations.

These installations have been funded in part by the B.C. government, making the installation more financially feasible for the municipality and enabling the transition to low-carbon electricity as an alternative fuel for some Richmond fleet vehicles.

The installation of publically-accessible charging stations also supports uptake of electric vehicles by community members. In the community as a whole, passenger vehicles account for more than 40% of total GHG emissions. Up to 25% of the community's passenger vehicle emissions could be reduced by 2035, along with air quality particulates, with a high EV adoption

³³ Assuming an average annual driving distance in BC of 16,700 km/year, 2 L/km and 8 litres/100km, Alec Trang, BC Hydro, "Identifying PEV Early Adopters and Their Needs," presented at Electric Mobility Canada Conference 2009, <http://www.emc-mec.ca/phev/en/Proceedings.html>

Green Fleet Action Plan (cont'd)

Actions to date

rate in the community.⁵⁴ High visibility of the fleet's electric vehicles, as well as the supporting charging infrastructure that has been installed, will therefore also help to address Richmond's community emissions.

⁵⁴ Based on BC Hydro estimates and Pembina Institute modelling. In Alison Bailey, *Potential impacts of additional electric vehicles in City of Campbell River, the Peace River Region and City of Richmond* (Pembina Institute, 2013).

Green Fleet Action Plan (cont'd)

4. Action plan for the future

Richmond has made progress towards reducing greenhouse gas emissions from fleet while continuing service excellence. New actions are needed to ensure that overall emissions continue to reduce emissions and support Richmond's larger climate action goals.

This section begins by presenting an estimate of fleet emissions in 2020 assuming no further actions are implemented, beyond improving vehicle emissions standards due to federal fuel regulations, as vehicles are replaced in the fleet. Fleet emissions, with on-going asset growth, are projected to increase by 3% by 2020. Using this as the baseline, the impact of potential future actions has been modeled where possible, or estimated based on a literature review, and the actions have been prioritized.

Moving forward with a sustainable green fleet will require action on several fronts. demand side management puts forward the broader organizational and behavioural changes that should be the starting point for Green Fleet action, including downsizing vehicles. Maintenance and management, alongside monitoring and reporting, puts the right systems in place to support service excellence, fiscal prudence and best use of vehicles for fuel savings. Monitoring and reporting also supports departments in managing their use of fleet assets and will help celebrate the successes of individuals, departments and Fleet in reducing VKT, fuel use and emissions, supporting broader institutional change.

The efficient use of resources shows that procuring best-in-class fuel-efficient vehicles is necessary to reduce emissions and also fiscally prudent. Fuel switching (e.g. to electricity) will also provide benefits. For both of these, best use of existing and new assets is critical to maximize the fuel cost savings that accrue directly to Fleet or ensure payback periods where price differentials exist (such as for EV's). Emissions from passenger cars can be very significantly reduced; an emphasis on dealing with the emissions from light-duty trucks is also critical.

This section emphasizes the importance of planning actions together and provides the basis for the recommended targets in Section 5. In several cases, technology and behavioural change support each other. For example, using LED lights and auxiliary batteries to reduce truck idling supports anti-idling behaviour by vehicle operators. Additional driver training to reinforce anti-idling can make this behavioural shift a reality. Systematized vehicle maintenance bundled with smarter driving and anti-idling can provide significant emissions reductions.

Making and keeping demand management choices requires the buy-in and support of the multiple departments and staff who use fleet vehicles. Part of the challenge is in changing cultural norms and behaviour. Staff at the workshop had numerous suggestions for how to engage staff across the City, including an annual Sustainable Green Fleet Report and holding an inter-departmental competition for emissions reductions.

Green Fleet Action Plan (cont'd)

Action plan for the future

4.1 Assessing new actions

4.1.1 2020 projected fleet emissions, base case

Fleet emissions for 2020 were calculated using the 2010 inventory as a baseline, and are expressed as a percentage relative to the 2010 emissions.⁵⁵ Emissions were calculated for the existing fleet (vehicles and equipment, not including Fire Services), with replacement rates by mode based on historic and projected trends.⁵⁶ The modelling assumes a 2% growth in assets annually with total assets increasing 22% by 2020, and accounts for federal fuel economy regulations.

Total emissions in the 2020 base case are projected to increase by 3% over the 2010 emissions, as shown in Figure 13. Emissions only increase by 3%, compared to the 22% increase in assets, due to the replacement of older, inefficient vehicles by new more fuel-efficient vehicles.

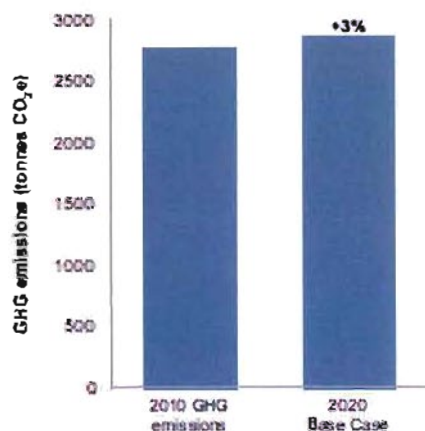


Figure 13. Base case emissions in 2020 compared to 2010 emissions

The base case emissions projection assumes that Richmond fleet procures conventional light-duty cars and light-duty trucks, vans, and SUVs, rather than hybrids and electric vehicles. Therefore, the base case model assumes that Richmond Fleet procures equivalent replacements like the Chevrolet Cruze.⁵⁷ In light trucks, the modelling assumes that Richmond's pickups are replaced by similar vehicles with some minor gains in fuel efficiency.⁵⁸

⁵⁵ 2010 was chosen as the baseline because the new fuel dispensing system was in place. In addition, 2010 provides more up-to-date data from which to base future actions.

⁵⁶ See Appendix A.4 for a detailed breakdown of the future projections modelling methodology.

⁵⁷ Best-in-class conventional vehicles, hybrids and EVs were modelled separately under specific actions, in order to understand the gains made by specific choices in vehicle procurement. The base case modelling may underestimate some of Richmond's potential gains in passenger cars, given the recent shift in 2012 to purchasing pilot EVs.

⁵⁸ A 2003 Ford F150 is assumed to be replaced by a 2012 Dodge Ram 1500 with a 6% improvement in fuel economy. Additional gains are assumed annually due to changes in fuel standards for light trucks.

Green Fleet Action Plan (cont'd)

Action plan for the future

Without new asset growth, emissions from current fleet assets and their replacements are actually projected to decline by 13%, reflecting improvements in vehicle fuel economy due to federal regulations and fleet replacement. The 2020 base case modelling suggests that, with continued growth in assets, Richmond will continue its current trend of annual variability in CO₂e emissions, rather than building on the 6% reductions that Fleet, not including Fires Services, achieved between 2007 and 2010 to continue a downward trend. If asset growth continues, and without sustained Green Fleet actions, emissions may rise in the future.

What actions can Richmond expand and add to its green fleet actions so as to continue — and accelerate — the reduction in fleet emissions? How can Richmond continue to lead on Green Fleet actions in B.C. and across Canada while maintaining its record of service excellence and ensuring fiscal sustainability?

4.1.2 Impact of new actions

The overall indicator of success, from a carbon neutral standpoint, is a reduction in total GHG emissions from fleet. Sections 2 and 3 showed that there has already been a 6% reduction in Fleet emissions between 2007 and 2010 (not including Fire Services). Projected impacts on GHG emissions by 2020 have been modelled for key actions. Other quantitative measures of success, as well as qualitative indicators, have also been identified in order to provide measurable objectives for specific actions. Section 5 sets a pragmatic 2020 and annual GHG reduction target for Fleet, built from pragmatic GHG targets for key action areas.

4.1.3 Process for action prioritization

Future actions were developed and prioritized through a process that included a review of best practices in other fleet plans and resources⁵⁹ and a preliminary meeting with Fleet staff to discuss actions. Fleet staff made recommendations about Efficient Resource Use and Fuels actions. Modelling was used to quantify the GHG impact of some of these.

Demand side management actions, particularly those that are reliant on organizational or behavioural change, are also important, although they are less easily quantified. A workshop held on November 29, 2012 with staff from several city departments provided critical feedback and input on these actions. Follow-up with staff helped to clarify feasibility of implementation. Service excellence and fiscal prudence have been used as part of the prioritization criteria in choosing actions and setting targeted GHG reductions.

A note on the cost assessments: the generalized costs are provided to help determine overall strategic trade-offs, not specific business decisions on a per asset basis. "Minimal" is used when the main outlay is in staff time. "Moderate" refers to situations that may require some additional capital costs, such as the purchase and installation of GPS units, or a price differential in

⁵⁹ Including: City of Hamilton (2005). *Green Fleet Implementation Plan*; City of Hamilton (2009) *Green Fleet Implementation Plan Phase 2: Appendix B*; Stantec (2011). *City of Surrey Corporate Emissions Action Plan: Fleet Challenge Ontario* (2011). *Best Practices Manual, 2nd Edition: Municipal Green Fleet Management in Ontario*; FCM/PCP (2010). *Enviro-fleets: reducing emissions from municipal heavy-duty vehicles*; Toronto Fleet Services (2004). *Toronto Green Fleet Transition Plan 2004-2007*; Toronto Fleet Services (2008). *Toronto Green Fleet Plan 2008-2011*; US DOE (2011). *Comprehensive Fleet Management Handbook*; City of Vancouver, <http://vancouver.ca/green-vancouver/green-fleets.aspx>

Green Fleet Action Plan (cont'd)

Action plan for the future

purchasing an electric vehicle. "Significant" refers to large capital outlays. Several actions save costs, such as retiring under-utilized vehicles from fleet or ensuring best use of existing assets. Most of the actions have net benefits, as improvements in fuel economy and reductions in VKT and vehicle demand save Fleet operating and fuel costs over time.

4.2 Prioritized new actions

Table 7 below lists 24 sustainable fleet actions to reduce emissions. Details on each action, including feasibility of implementation⁶⁰ follow the table. The actions are categorized into demand side management, maintenance and management practices including monitoring and reporting, efficient resource use, and alternative fuels. The order of these categories is such that the "low-hanging" fruit from a fiscal prudence perspective are covered first (reducing demand, management practices), followed by actions that could require higher capital outlays, including new fueling infrastructure.

Priority actions are those actions that have a high feasibility of implementation from an organizational perspective, provide significant greenhouse gas reduction benefits and other positive impacts, and are implementable in the short-term. **Actions to Consider** can provide benefits, but may require more time to implement, face organizational or other barriers, or require further fiscal sustainability considerations such as substantial new fueling infrastructure.

The **Impacts** are provided to show how actions could be measured and reported on. Some actions have GHG impacts that can be modeled and the potential reduction in GHG emissions for 2020 is provided were that action to be aggressively pursued. Other actions' GHG reductions are taken from the literature. **Targeted GHG reductions** are the pragmatic, achievable GHG reductions that together build an overall reduction target for the fleet, explained in Section 5.

Table 7. Prioritized new fleet actions

New Action	Status	Impact
Demand Side Management		
1. Reduce growth in assets and downsize vehicles through demand side actions.	Priority	<p>Eliminating new growth in assets could provide up to 16% reductions in fleet emissions, 2010 to 2020.</p> <p>Potential to reduce overall number of assets in some areas such as passenger cars.⁶¹</p> <p>Targeted overall GHG reduction of 7%, supported by other DSM actions.</p> <p>Cost: Savings from reduced asset procurement and maintenance costs. Supports fiscal sustainability of the replacement reserve fund.</p>

⁶⁰ Feasibility of implementation provides a general measure of the ease of implementation from an organizational perspective. Specific financial feasibility of each action has not been assessed.

⁶¹ Based on 2010 data, up to 30% of passenger cars have low-VKT and should be assessed for replacement by Actions 2, 3, and 4.

Green Fleet Action Plan (cont'd)

Action plan for the future

2. Consolidate and eliminate trips through information technology and route optimization. Report all route optimization programs in order to share learning.	Priority	Reduces VKT. Cost: minimal.
3. Increase employee public transit use for off-site meetings, or pay for taxis or use personal staff vehicle (with mileage reimbursement) when a passenger car with low VKT has been downsized out of fleet.	Priority	Supportive action for downsizing low use passenger vehicles. Cost: minimal to departments; net benefit when combined with downsizing vehicles.
4. Extend the Works Yard anti-idling program to City Hall.	Priority	Supports Richmond's community-wide anti-idling initiative, demonstrating leadership. Cost: net benefit.
5. Expand driver training to include anti-idling and smarter driver reminders.	Consider	Up to a 10% reduction in emissions ⁶² from driving when combined with anti-idling and maintenance. Cost: Additional staff training time; benefit in the fuel savings from improved fuel economy in vehicles.
6. Corporate car share program, e.g. with Modo.	Consider	Reduces the need for passenger cars in Fleet, enabling downsizing and freeing resources for other service provision. Cost: Net benefit in reduced replacement costs, fuel and maintenance savings.
7. Sustainable Commute: offer staff transit passes as an employee benefit	Consider	Demonstrates leadership, reduces community GHG emissions, and enhances employee satisfaction.
Maintenance and Management, Monitoring and Reporting		
8. Right-sizing: Align vehicles for best use on an annual basis, based on VKT, GPS data and vehicle use assessment.	Priority	Fuel cost savings are maximized when higher capital green fleet vehicles are assigned to users with the highest VKT. Passenger car fuel savings of up to 18% may be possible, with a targeted overall GHG reduction of 1%. Cost: net benefit.
9. Systematize preventive vehicle maintenance with the new Faster Asset management software.	Priority	Regularly scheduled vehicle maintenance saves fuel, ensures worker safety and prolongs vehicle life. Use of the Faster Asset software will ensure reduce vehicle downtime and ensure continued service excellence. Targeted GHG reduction of 5%, including anti-idling and smarter driving.

⁶² 10% is a conservative estimate, based on the 5%-33% range of potential reductions.

Green Fleet Action Plan (cont'd)

Action plan for the future

		Cost: moderate outlay for long-term net benefits, will accrue savings over time through improved fleet performance.
10. Monitor and report on VKT annually for all vehicles. Consider tracking operating hours for equipment and truck idling.	Priority	Supports right-sizing and downsizing of existing assets. Mandatory requirement for E3 Fleet review and rating. Cost: minimal once systems are in place.
11. Monitor and report on Sustainable Green Fleet actions, including an annual Green Fleet report on number of Green Fleet assets, overall fleet emissions, and other successes such as solar panel installs, EV kilometres, etc.	Priority	Demonstrates leadership and builds departmental support for Green Fleet actions and targets. Cost: moderate, with need for dedicated human resource time.
12. Join the E3 Fleet Program, use the E3 Fleet Review to update the Green Fleet Action Plan, and obtain an E3 Rating.	Priority	Use the E3 Review to update Fleet actions; improve overall fleet efficiency; obtain an E3 Fleet Rating.
13. Provide a monthly fuel use report to all departments using fleet vehicles.	Consider	Supports departments in managing their use of fleet assets.
14. Integrate GHG measurement tools with asset management software.	In process	Assures monitoring and reporting on Fleet emissions performance. Cost: minimal.
15. Make fuel costs transparent to Departments in their leasing rates.	Consider	Provides an incentive for departments to reduce fuel use.
16. Provide additional human resources to Fleet during current critical renewal period.	Consider	Ensure implementation of sustainable actions during current renewal cycle. Cost: moderate outlay for long-term net benefits.
Efficient Resource Use		
17. Continue best-in-class fuel-efficient vehicle procurement, with a focus on light-duty trucks. Replace older passenger cars with best-in-class compact vehicles for low VKT users.	Priority	Targeted overall GHG reduction of 4.5%. Cost: benefit, with no price premium on replacement vehicles and on-going fuel savings.
18. Reduce idling through better vehicle technology: continue the replacement of truck, van and SUV emergency lights with LEDs and auxiliary batteries; use solar panels where possible to run safety lights.	Priority	Supports anti-idling program. By 2020, 100% of vehicles that idle to run emergency lights should be outfitted with LED lights and auxiliary batteries. Older trucks that cannot convert to auxiliary batteries will be retired. Cost: minimal to moderate.
19. Add GPS units to vehicles to aid in route optimization, best use of	Priority	GPS units support improved fleet management and demand side management,

Green Fleet Action Plan (cont'd)

Action plan for the future

vehicles, and data collection.		ensuring fuel and GHG reductions from other actions. Cost: moderate.
Alternative Fuels		
20. Alternative fuel vehicle procurement: purchase EV passenger cars for high annual VKT use. Procure hybrid light-duty trucks for uses not met by best-in-class conventional. Monitor price premiums and increase purchase of EVs and plug-in hybrids as price differential drops.	Priority	Fully battery electric vehicles have zero tailpipe emissions. Up to 5% additional modeled reductions in fleet emissions with high rates of EV and hybrid adoption in light-duty vehicles including trucks. Targeted overall GHG reduction of 2.5%. Cost: Moderate to significant. Upfront capital costs should have payback periods of less than 10 years if vehicles are best matched to use such as high VKT. ⁶³ Net benefit once payback has been achieved. ⁶⁴ Additional infrastructure costs: minimal to moderate as Level 2 charging stations are in place. Additional charging infrastructure may be required with additional vehicle acquisition.
21. Monitor emerging technologies in plug-in hybrid trucks, and adopt plug-in hybrid purchasing policies for light duty trucks as soon as the technology is market-ready.	Consider	Aim to have 10% of light-duty truck procurements plug-in hybrid or EV by 2017. Cost: Price differential for EV trucks means that they should be assigned to high usage to ensure payback through fuel cost savings.
22. Pursue procurement of diesel-electric hybrids for medium and heavy-duty trucks and buses as the technology matures and becomes market-ready.	Consider	No cost to monitor and assess.
23. Monitor and assess emerging technologies, particularly compressed natural gas vehicles. Depending on trends, pursue a feasibility study for establishing an alternative vehicles program that would shift medium and heavy-duty vehicles to compressed natural gas (CNG).	Consider	GHG reductions from NG vehicles may be as high as 25%, but depend on vehicle type and driving cycle. Full life cycle emissions are also impacted by upstream production and distribution emissions. Cost: Significant. Significant vehicle premiums and additional fuelling and vehicle maintenance infrastructure required. Public fuelling infrastructure minimally available.

⁶³ Note that these costs will change over time, and should be re-assessed as the price differential between conventional and hybrid/EV vehicles changes and fuel prices change.

⁶⁴ EV fuelling costs are estimated at 10% of gasoline/diesel. Fraser Basin Council, E3 Fleet, *The Business Case for Reducing Your Carbon Footprint*, presented at Truxpo, September 21, 2012.
http://www.e3fleet.com/Library/docs/E3_Fleet_-_Truxpo_Workshop_Sept_2012.pdf

Green Fleet Action Plan (cont'd)

Action plan for the future

24. Monitor the advances in biodiesel fuels and consider switching to a higher biodiesel blend when full life-cycle emissions reductions are assured.	Consider	The GHG benefit of biodiesel is in the full life-cycle of the fuel, with estimated savings of 18% for biodiesel ⁶⁵ . Cost: significant incremental fuel costs. ⁶⁶
---	----------	--

4.2.1 Demand side management

Demand side management generally provides low-cost fuel and GHG savings through sustainable operational and behavioural choices that reduce the need for VKT or hours of operation. Demand side actions can reduce the need to increase the number of assets and enable downsizing of some vehicles out of fleet. DSM offers some of the most cost-effective ways to reduce fuel use.

Priority	1. Reduce growth in assets and downsize vehicles through management practices and as a result of additional demand side actions. ⁶⁷
----------	--

This action has two components: reducing growth in assets and downsizing under-utilized vehicles. This action is possible with a commitment to demand side management actions, including Actions 2, 3 and 6 such as car share, trip elimination, taxis and transit tickets.

Feasibility of implementation: medium to high

As shown in Figure 14, projected emissions for 2020 include an increase of 16% over 2010 from the growth in assets (shown in light blue), assuming a 2% growth in assets per year.

Reducing or eliminating the demand for additional vehicles and equipment could therefore save fuel costs and greenhouse gas emissions. Reducing the demand for new assets also saves procurement and maintenance costs to fleet and departments. These monies could be re-allocated for other uses, such as ongoing purchase of best-in-class technology for replacement vehicles and equipment.

⁶⁵ Ibid. Note that current B.C. government methodologies include biodiesel emissions in the inventory for reporting.

⁶⁶ Ibid.

⁶⁷ Downsizing is the process of removing under-utilized vehicles and equipment from service.

Green Fleet Action Plan (cont'd)

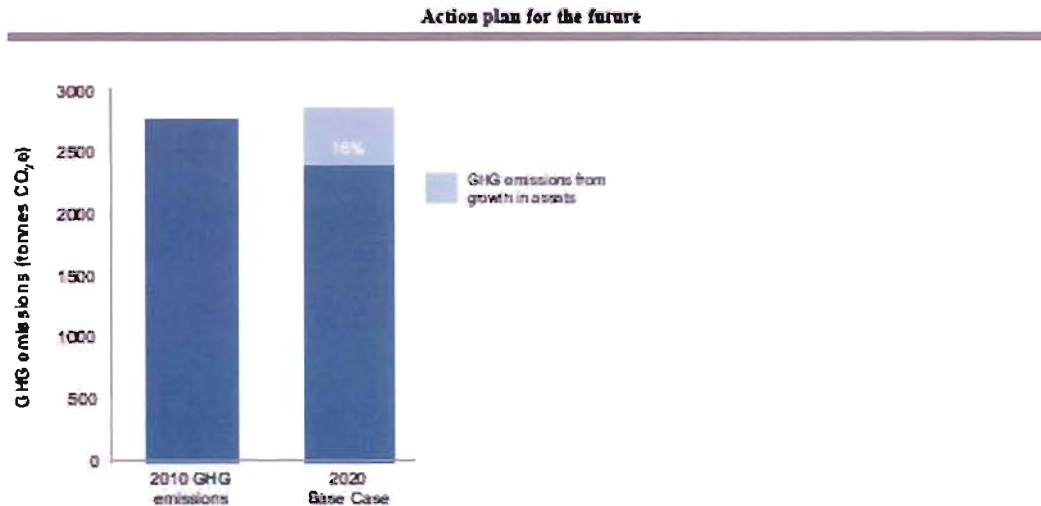


Figure 14. Projected 2020 emissions showing increase from new asset growth

Note: Shown as a percentage of 2010 emissions

As well as reducing growth in assets, a downsizing assessment should be included as part of vehicle replacement assessment, based on annual VKT and user needs. Downsizing could also be instituted on an annual basis, with an annual review of VKT and fuel use to monitor and re-assign or down-size vehicles with low usage. These vehicles represent assets that cost money to maintain.

Specifically consider downsizing passenger cars that have under 5000 km of use per year: in 2010, up to 30% of passenger cars drove fewer than 5000km. These could be replaced by car share vehicles (Action 6), using public transit, taxis, and eliminating trips with IT (Actions 2 and 3). Downsizing saves on replacement costs and removes the maintenance management of these assets from Fleet.

The number of vehicles/equipment removed from service without replacement should be tracked and reported as part of the annual Green Fleet report.

Pragmatic GHG target: 7.0% from reducing growth and down-sizing, supported by other DSM actions.

Given that Richmond is a growing city, and that some vehicles may have low VKT yet serve necessary functions, the recommended pragmatic target from reducing assets and down-sizing is 7.0%. This can be achieved by holding growth in assets to 1% annually and downsizing some under-utilized vehicles. The other demand side management actions also support reaching the 7% DSM target.

Cost implications: net benefit. This action reduces the future load on the Vehicle Replacement Reserve Fund as well as maintenance demands. It will help to ensure the long-term viability of the replacement reserve, as well as reduce overall GHGs. This action frees Fleet resources from under-utilized assets to better provide other services.

Green Fleet Action Plan (cont'd)

Action plan for the future

Priority	2. Consolidate and eliminate trips by employees across the departments.
-----------------	--

Consolidate and eliminate trips by employees across the departments through:

- Information Technology (IT) for meetings. Expand the virtual meeting network (OCS or optical communication system) to connect the Works Yard and City Hall. Provide instant messaging, virtual whiteboards, and possibly an avatar system or "bridge technology"
- Use of IT to assess sites for planning and development. Some site assessment could be done virtually, e.g. using Streetview.
- Continued route optimization. Consider requiring a route optimization plan with any new vehicle request, and when vehicles are being replaced, if applicable.

Feasibility of implementation: high

Pilot programs have already been instituted for virtual meetings; route optimization has been undertaken by several departments.

Priority	3. Increase employee public transit use for off-site meetings.
-----------------	---

Reduce the number of trips taken in fleet vehicles by encouraging employee use of public transit for meetings by providing bus tickets. For example, the Transportation Division currently has one- and two-zone FareSaver tickets available for staff to use, which is particularly convenient for off-site meetings at YVR or TransLink (Metrotown).

Feasibility of implementation: high

Cost: Each division would set aside funding within its budget.

Priority	4. Extend the Works Yard anti-idling program.
-----------------	--

This action would extend the Works Yard anti-idling program to City Hall. It would demonstrate leadership on the new community-wide anti-idling Bylaw. Staff have suggested that more anti-idling signs in vehicles would support the current and expanded anti-idling programs.

Feasibility of implementation: high

Cost: net benefit. In addition to increased fuel use, idling increases wear and tear on vehicles, leading to increased maintenance costs.⁶⁸

Consider	5. Expand the driver-training program to include "smart air conditioning", anti-idling and smarter-driver reminders.
-----------------	---

Current driver training reaches new Fleet drivers. This Action proposes to develop short Smarter Driver training modules for existing Fleet drivers on an annual or bi-annual basis. Having follow-up training will help to reinforce the smarter techniques and anti-idling initiatives. Driver

⁶⁸ Increased maintenance can be as high as \$2000/year/vehicle, according to the American Trucking Association. In City of Hamilton, *Green Fleet Implementation Plan, Phase 2, Appendix B* (2009), 23.

Green Fleet Action Plan (cont'd)

Action plan for the future

training could also include introductions to new technology such as LED lights and auxiliary batteries.

Estimates of smarter driving fuel reductions range from 5-33%, with conservative estimates of 5-10%.⁶⁹ As Richmond already has these programs in place, additional gains are likely to be at the lower end. This action has been bundled with anti-idling and preventive maintenance for a pragmatic target of 5%.

Feasibility of implementation: medium

Other Departments have a role to play as well. For anti-idling and smarter driving, staff suggested that peer-to-peer learning and sharing within departments in order to encourage anti-idling and smarter driver uptake should be undertaken.

Priority	6. Corporate car share program, e.g. with Modo.
----------	---

Replace low-use passenger vehicles at the City Hall location with car share vehicles that are owned and operated by a car share company. The vehicles would be available for staff use during the day, and public use during evenings and on weekends.

Feasibility of implementation: medium

The City of Vancouver has a car share program with the car-share Modo.⁷⁰ Modo is currently expanding its services to Richmond. A potential barrier to be aware of is that some people may not want to relinquish their cars and switch to Modo, even if their actual vehicle utilization is low.

Consider	7. Sustainable Commute: offer staff transit passes as employee benefit
----------	--

In addition to the carpool program, consider enrolling the City in TransLink's Employer Pass Program, which provides a 15% discount on monthly transit passes, and increasing the discount to staff as part of their benefits package.

Feasibility of implementation: medium

TransLink currently requires a minimum of 25 participants to commit for one full year. To date, the City has not been able to sign up enough staff. However, TransLink is considering modifying the enrollment policies following the implementation of its Compass card in Fall 2013.

⁶⁹ 33% - Shell Canada, "Smarter Driver Challenge." http://www.shell.ca/home/content/can-en/environment/society/driving_challenge/; 30% - Fleet Challenge Ontario, *Municipal Green Fleet Management in Ontario Best Practices Manual* (2008).

http://www.fleetchallenge.ca/pdfnew/FCOntario_MunicipalBestPracticesManual2008.pdf; 5-10% - City of Hamilton, *Green Fleet Implementation Plan Phase 2, Report to Public Works Committee*, April 14, 2009. <http://www.hamilton.ca/NR/rdonlyres/BB12D808-A593-47F5-BB56-E197D3A1EB4F0/May04PW03147c.pdf>

⁷⁰ Modo is a car-share co-operative based in Vancouver, part of the provincial network of car sharing cooperatives. <http://www.modocoop/>

Green Fleet Action Plan (cont'd)

Action plan for the future

4.2.2 Maintenance and management, monitoring and reporting

Priority	8. Right-size and best use: align vehicles for best use on an annual basis, based on VKT, GPS data and vehicle use assessment.
-----------------	--

Right-sizing is the process of evaluating vehicles and equipment uses, and matching the vehicles to the duties performed. Right-sizing needs to occur at the time of replacement so that the replacement vehicle fits the job. Right-sizing should also be assessed as on an on-going basis for existing assets.

Feasibility of implementation: high

Right-sizing continues Fleet's current practice of matching vehicle and user needs at time of replacement. Best use of vehicles includes assigning the appropriate vehicles by VKT in order to maximize fuel savings. This practice is particularly important with the addition of a variety of vehicle fuel types, including the conventional, best-in-class, hybrid and electric vehicles that now make up Fleet assets.

For example, in passenger cars, it saves money to match the vehicle use (VKT) to the vehicle efficiency. Of three passenger cars driving over 30,000 km in 2010, one was a hybrid that used 1849 litres of fuel. Two older vehicles each used over 3150 litres of fuel to drive fewer kilometres. The cost savings in using hybrids to drive those kilometres would have been \$2600.⁷¹ Lower economy vehicles should be re-assigned to low-VKT users. Re-assigning passenger cars based on best use could provide fuel savings of up to 18% of total passenger car fuel use.⁷² This would result in a 0.5% reduction in overall fleet emissions.

Actively using data in fleet management, such as annual VKT and vehicle fuel economy, supports the best use of existing vehicles that can provide significant fuel savings. This action will require re-assigning passenger cars and light-duty trucks, so it may need buy-in from vehicle users.

Pragmatic GHG target: 1.0% of overall fleet emissions from right-sizing

Cost implications: There is a net benefit to this action through fuel savings.

Priority	9. Systematize preventive vehicle maintenance with the new Faster Asset management software.
-----------------	--

Feasibility of implementation: high

Regular maintenance reduces long-term and unexpected maintenance costs, improves fuel efficiency and reduces tailpipe emissions of both greenhouse gases and local air pollutants. Reliable vehicles also ensure worker safety and service excellence. The new Faster Asset management system will improve preventive maintenance scheduling for fleet vehicles.

⁷¹ At \$1.02/litre, the average cost of fuel in 2010 for Richmond fleet.

⁷² Based on an assessment of available 2010 VKT data for passenger cars.

Green Fleet Action Plan (cont'd)

Action plan for the future

Pragmatic GHG target: 5.0% from a combination of anti-idling, smarter driving, and systematic preventive maintenance

Cost implications: this action has a net benefit as it prevents breakdowns and reduces fuel costs by maintaining fuel economy standards.

Priority	10. Monitor/track and report on vehicle kilometres travelled (VKT) for all fleet vehicles. Consider tracking hours in operation.
-----------------	--

Sound vehicle performance data supports fleet management, including identifying under-utilized vehicles and poorly performing vehicles.⁷³ It can also help identify areas where driver behaviour could be a factor in vehicle performance, and it is essential to maximizing the benefits of fuel-efficient vehicles such as EV's.

Tracking VKT is required for E3 Fleet review and rating, and will improve future monitoring and measuring of green fleet actions. In addition to collecting VKT and fuel use, Richmond should consider tracking hours of operation for equipment and vehicles that idle for work purposes.

Feasibility of implementation: high

Cost implications: Fleet is implementing an improved VKT tracking system, using the current fuel management hardware and software. Measuring hours of operation for equipment could require additional staff resources in order to implement.

Priority	11. Monitor and report on Sustainable Green Fleet actions and showcase these actions with an annual web report.
-----------------	---

This action proposes to report on actions on an annual basis, including the Green Fleet Asset inventory, with the number of hybrid vehicles, plug-in hybrids and electric vehicles by mode; number of trucks with LED lights and auxiliary batteries; and other innovations such as the solar-powered trailers.

A Green Fleet report on the Fleet website showcasing Green Fleet actions annually could also highlight demand side management actions, and celebrate actions taken by specific departments and individuals.

Feasibility of implementation: medium to high

Priority	12. Join the E3 Fleet Program, use the E3 Fleet Review to update the Green Fleet Action Plan, and obtain an E3 Rating.
-----------------	--

The Fraser Basin Council's E3 Fleet review and rating program provides action recommendations based on a Fleet review and data analysis. The program also gives Green Fleet

⁷³ Fraser Basin Council, *The Business Case for Reducing Your Carbon Footprint*.

Green Fleet Action Plan (cont'd)

Action plan for the future

ratings. Richmond requires at least one year of complete VKT data for all on-road vehicles in order to join the program. Rating requires two comparable years of data that show an overall efficiency improvement in the fleet.

Feasibility of implementation: high

The Green Fleet Action Plan should provide Richmond with actions that improve the overall efficiency of its vehicles. Richmond is currently collecting VKT data for all vehicles in order to join the E3 Fleet program. The E3 Fleet Review will provide additional actions or action prioritization in order to achieve an overall efficiency improvement in Fleet vehicles.

Consider	13. Provide a monthly fuel use report to all departments using Fleet vehicles.
----------	--

Departments could use the reports to monitor fuel use and implement departmental actions to save fuel and costs. The current fuel management system can email automated fuel use reports by vehicle to Departmental managers.

Feasibility of implementation: high

In process	14. Implement the recommendations on embedding GHG emissions tracking within fleet management systems.
------------	--

The recommendations are detailed in Appendix B. This Action is currently in progress, and will allow Fleet to monitor and report on its GHG emissions in future years through reports from the Faster Asset Management software system. This should make monitoring and reporting cost-effective with minimal staff time required. It will enable Fleet to generate its own reports as needed to support Sustainable Green Fleet actions.

Feasibility of implementation: high

Consider	15. Make fuel costs transparent to Departments in their leasing rates.
----------	--

This action would support departments in being more directly responsible and accountable for their fuel use. Currently, fuel costs are paid by Fleet, and included as a component of the monthly vehicle rate charged to departments. Monthly rates are calculated on an annual basis, and include purchase and salvage values, vehicle life expectancy, overhead, annual maintenance, annual fuel use (based on the previous year), and annual insurance. Fuel use is therefore only one of several factors that go into the monthly leasing rate formula, and is not visibly reflected in the monthly rate in a transparent manner.

This action proposes to include the percent of the monthly rate charge that is based on fuel. Departments that reduce their fuel use on an annual basis would see a reduction in the fuel component of the monthly rate when calculated for the following year.

This action would provide a financial incentive for departments to reduce fuel usage. Action 13—providing fuel use reports on a monthly basis to Departments—would allow them to monitor fuel use and take corrective action as needed throughout the year.

Green Fleet Action Plan (cont'd)

Action plan for the future

Feasibility of implementation: medium

This action requires a change in practice not only within Fleet, but also across Departments. It should be considered as part of a longer-term change in Fleet and Departmental management practices to actively reduce costs.

Consider	16. Provide additional human resources to Fleet during current critical renewal period.
----------	---

Provide additional resources to fleet for the implementation and ongoing use of the asset management software and support for green fleet policy during the current cycle of fleet renewal and the preparation of annual action tracking reports.

Feasibility of implementation: high

4.2.3 Efficient resource use

Priority	17. Continue to purchase best-in-class fuel-efficient conventional vehicles as per the Sustainable Green Fleet policy, with a focus on light-duty trucks and vans. Replace older passenger cars with best-in-class compact vehicles for low VKT users.
----------	--

This action ensures that vehicles purchased now have the best possible fuel economy for their class, as they will still be in service in 2020.

There are two key areas for this action: the extension to light-duty trucks, and the replacement of low-VKT passenger cars with best-in-class compact vehicles (when not downsized). Light-duty trucks, SUVs and vans represent over one-third of fleet emissions, with over 150 vehicles in use. Reducing their emissions through fuel-efficient procurement is a key part of a sustainable green fleet.

Low-VKT vehicles (under 10,000km/year) represent over 50% of passenger cars. Their low annual fuel use does not justify the higher premium required for a hybrid or electric car. Fuel-efficient compact cars have low purchase costs and straightforward maintenance. Replacing the low-VKT passenger cars with fuel efficient, compact vehicles could save up to 15% of passenger car fuel annually,⁷⁴ provided the fuel economy of the new vehicles is under 8L/100km for city driving.

The number of vehicles replaced by smaller, more efficient vehicles should be tracked and reported as part of annual Green Fleet reporting. Note that current hybrids in Fleet should be replaced with hybrids or equivalent vehicles that meet or exceed their efficiency.

Feasibility of implementation: medium to high

Fleet is in a major replacement cycle, with over 50% of fleet assets due for replacement between 2012 and 2016. Fleet renewal presents a significant opportunity to take advantage of new

⁷⁴ Based on an assessment of 2010 passenger car VKT.

Green Fleet Action Plan (cont'd)

Action plan for the future

technological innovations in fuel economy through the purchase of best-in-class vehicles. Fuel economy should be included in tender specifications.⁷⁵

Implementation challenges include:

- Requires a cultural shift for workers accustomed to larger light-duty trucks or larger passenger cars.
- Not all trucks may be able to be switched out due to performance requirements.
- Not all dealerships respond to tenders, so that securing the best-in-class vehicles is not always possible.
- There may be a cost premium for some fuel-efficient vehicles, although best-in-class compact passenger vehicles have comparatively low purchase costs.
- Operational requirements dictate need, including outfitting requirements and auxiliary equipment.

Modelling shows that up to a 9% reduction in GHGs can be achieved by best-in-class replacement by 2020 (Appendix A.4). However, achieving the full reduction assumes that all passenger cars replacements are best-in-class: a Chevy Cavalier would be replaced by a vehicle such as a Ford Focus or a Mazda 3, with a 20–30% fuel economy improvement over the older vehicles in fleet.⁷⁶ All light-duty truck replacements as well as new vehicles would be best-in-class light-duty trucks (e.g. Toyota Tacoma or the Ford Transit Connect van). Procurement of medium-duty trucks and buses, heavy-duty trucks, and equipment would remain the same as for the base case.

Given that not all light-duty vehicles can be replaced by compact, best-in-class trucks and passenger cars due to operational requirements, the targeted GHG reduction from this action is 4.5%.

Pragmatic GHG reduction from best-in-class: 4.5% GHG reduction

Cost implications. This action should result in a net benefit, as compact, fuel-efficient vehicles tend to have lower purchase costs than larger vehicles and they have standard maintenance requirements.

⁷⁵ NRCAN's fuel economy ratings for vehicles can be found at <http://cee.nrcan.gc.ca/transportation/tools/fuelratings/ratings-search.cfm>.

⁷⁶ A 2001 Chevy Cavalier replaced by a Mazda 3 in 2011 has a 20% improvement, while the same replacement in 2012 provides a 31% improvement. Annual improvements after that are reduced, because these efficiency gains have already captured in the gains projected by new standards. There are a number of internal combustion engine vehicles available in 2013 that have similar fuel economy (under 8L/100km for city and under 6L/100km for highway), such as the Ford Focus, the Honda Fit and Civic, the Toyota Yaris, the Chevrolet Sonic and the Chevrolet Cruze Eco.

Green Fleet Action Plan (cont'd)

Action plan for the future

Transit Connect as a best-in-class option

The Transit Connect is a good example of Efficient Resource Use in action. The Ford Transit Connect Van is an ecoEnergy 2012 and 2013 winner in the Large Van category,⁷⁷ with a combined fuel economy of 8.9L/100km. Average fuel economy in Natural Resources Large Van category is 17.7L/100km.⁷⁸ In Richmond, the Transit Connect vans provide service excellence – they are in demand by departments – and they provide excellent carrying and storage capacity. Their purchase costs are competitive, supporting fiscal prudence. On-going maintenance is straightforward.

Priority

18. Reduce idling through better vehicle technology: continue the replacement of truck, van and SUV emergency lights with LEDs and auxiliary batteries; use solar panels where possible to run safety lights.

This action continues the Works Yard program of LED light replacement and auxiliary battery installs. It also recommends continuing innovation in the Fleet Yard, such as solar panels for safety lights on trailers. These actions should be included in annual Green Fleet reports.

Feasibility of implementation: high

Implementation challenges are more likely to involve the user. They include:

- Short trip durations are not adequate for full auxiliary battery recharge. Work crews may need to charge batteries at a charging station at the yard as necessary.
- Drivers do not trust the LEDs and auxiliary batteries to not deplete their main battery, so may continue to idle vehicles. A supporting action would be to include information about LEDs, auxiliary batteries, idling, and battery charging as part of driver training. In addition, a sticker saying that the truck has an auxiliary battery to run the lights could be added to truck dashboards, alongside the anti-idling program material.
- In addition, there may be additional maintenance costs as the continued start/stop of vehicles can impact the starters.

Priority

19. Add GPS units to vehicles to aid in route optimization, best use of vehicles, and data collection.

GPS units support improved fleet management and demand side management, ensuring fuel and GHG reductions from other actions. Specifically, GPS units support efficient dispatching of vehicles and improved response times, reducing VKT and ensuring service excellence. They support staff safety and also provide data for liability claims.

Feasibility of implementation: high

⁷⁷ Natural Resources Canada, "2013 ecoENERGY for Vehicles Awards," Backgrounder, February 14, 2013. <http://www.nrcan.gc.ca/media-room/news-release/2013/6844> <http://www.nrcan.gc.ca/media-room/news-release/2013/6844>

⁷⁸ Based on 2013 fuel economy data for Large Vans: <http://oee.nrcan.gc.ca/transportation/tools/fuelratings/ratings-search.cfm>.

Green Fleet Action Plan (cont'd)

Action plan for the future

Fleet is currently planning to pilot GPS units in route-driving vehicles such as bylaw cars and vans and litter pickup trucks, as well as dump trucks, snow response units, and Recreation vans and buses.

4.2.4 Alternative fuels

Priority	20. Alternative fuel vehicle procurement: purchase EV passenger cars for high annual VKT use. Procure hybrid light-duty trucks for uses not met by best-in-class conventional.
----------	--

This action substitutes low-carbon B.C. grid electricity for gas and diesel as part of Fleet's fuel mix. Fuel, cost and GHG savings are maximized when green fleet vehicles, e.g. electric, hybrid and Smart Car vehicles drive the most kilometres: vehicles need to be assigned to high annual VKT users whose daily use patterns best match the range of the vehicle.

Fleet has purchased hybrid cars for several years, and has also begun to purchase electric cars. This action proposes a continuation of Fleet's commitment to hybrid and EV purchases, with the addition of a gradual increase in hybrid and electric light-duty truck procurement.

For light-duty trucks, hybrid options should be considered when conventional best-in-class trucks and vans do not meet specific needs. For example, the 2013 Chevy Silverado hybrid has similar fuel economy to the best-in-class Toyota Tacoma or Ford Transit Connect, and may meet other user requirements. More hybrids will be available in the light-duty truck category in the coming years.

Feasibility of implementation: medium to high

Pragmatic GHG target: 2.5% reduction from EV and plug-in hybrids.

Replacing conventional vehicles with EV's and hybrids for Fleet's passenger cars and light-duty trucks could achieve a modeled 5% GHG reduction over the best-in-class scenario. The modelling assumes a "best case" scenario with high rates of car and truck hybrid and EV procurement, particularly after 2016 when it is assumed that light-duty hybrids and electric trucks will be widely market-ready.⁷⁹ Medium and heavy-duty truck procurement would remain the same as for the base case scenario, as would equipment procurement.

The targeted GHG reduction for this action is set at half the modeled potential, or 2.5% for fleet overall. This is a realistic target considering the market-readiness of EV and plug-in hybrid light-duty trucks, that EV's are not suited for all operational needs, and the current price differential.

Should the price differential between EV's and conventional vehicles drop, EV's would be a better choice for more vehicles, saving Fleet more in fuel costs and additional GHGs. Particularly as more light-duty electric or plug-in hybrid trucks become available, the pragmatic target could be revised upwards.

⁷⁹ See Appendix A.4 for details on the vehicle mix for this scenario.

Green Fleet Action Plan (cont'd)

Action plan for the future

Role in Fleet

Given the price differential (see cost assessments and payback periods, below), electric vehicles (including fully electric and plug-in hybrid) have two specific roles to play within fleet. First, they should be used for higher VKT uses that ensure a payback and provide the greatest GHG reductions, with best-in-class conventional passenger cars assigned to lower VKT uses.

Second, and as noted under Current Actions, the leadership demonstrated by Richmond's electric vehicles should not be under-stated. Vehicle emissions are a significant proportion of community GHGs, and electric vehicles are one important strategy to reduce them. Ensuring high visibility of Richmond's EV's and charging stations will support plug-in and fully electric vehicle adoption rates in the broader community.

Cost assessments and payback periods

At this time, hybrid and electric vehicles carry a higher one-time acquisition cost, currently about \$20,000 per vehicle,⁸⁰ even though they provide operational savings in fuel consumption. BC Hydro has estimated this at \$1200/year for average BC annual driving distances.⁸¹ Including lifetime fuel costs to determine the best purchase from a financial perspective is important.

However, annual fuel savings will depend on vehicle utilization rates. With fully electric vehicles (battery electric vehicles, or BEVs), the higher the daily utilization, the greater the savings and the shorter the payback period. For plug-in hybrids (PHEVs), maximum returns on investment through fuel savings are achieved by maximizing the electric driving.⁸² The new GPS units on some vehicles will enable better matching of vehicle to daily use patterns.

In the meantime, as a general rule-of-thumb, plug-in hybrids or PHEV's, with a lower electric range than fully battery-electric EVs, should be assigned to vehicles driving at least 10,000km/year. Vehicles driving 10,000-15,000km/year are good candidates for replacement by the Volt, which should be able to provide most of the daily driving on electricity alone.⁸³ BEV's, with a larger range, should be assigned to higher mileage uses, with hybrids or Smart Cars reserved for the highest annual VKT users.

In 2010, six of Fleet's passenger cars drove 15,000 to 25,000 km, accounting for approximately 25% of the fuel used by passenger cars.⁸⁴ These vehicles are good candidates for electric replacement, depending on daily use pattern.⁸⁵ If these six vehicles were replaced by EV's, the

⁸⁰ Based on procurement costing data from Richmond for the Nissan Leaf, Chevy Volt, and conventional Chevrolet 200 sedan.

⁸¹ Tsang, "Identifying PEV Early Adopters and Their Needs."

⁸² Fleet Carma webinar, "How to get the most out of plugging in," April 2013.
<http://www.fleetcarma.com/en/Resources/Webinars>

⁸³ These numbers are provided for general reference only, and need to be compared to actual daily use distances, as well as measured vehicle performance once it is in use. For EVs, heating and cooling as well as driver behaviour affect the distance available on a single-charge.

⁸⁴ Based on assessment of 72% of passenger car VKT data for 2010.

⁸⁵ Based on 254 working days a year, a car driving 25,000 km/year would drive an average of 98 km/day, which is within the range of the Leaf.

Green Fleet Action Plan (cont'd)

Action plan for the future

fuel savings would be on the order of 15,000L per year.⁸⁶ Vehicles driving over 25,000 km year are good candidates for fuel efficient hybrids.⁸⁷

Actual driving distances and fuel savings should be monitored in the EV's as payback periods for electric vehicles will become clearer as more vehicles are in use and monitored. One study estimates the payback period to be 2.6 years, with 40 km of daily driving, a price premium of \$10,000 and an incentive of \$7500⁸⁸ (note that B.C. incentives are available at \$2500 to \$5000 per vehicle). After this period, the fuel savings accrue to fleet, provided that utilization rates remain high over the life of the vehicle.

Implementation challenges

- Hybrid and electric vehicle maintenance is handled by the dealership while the vehicle is under warranty. Afterwards, maintenance becomes the responsibility of Fleet, and in-depth training programs on hybrid and EV technology are not currently available to non-dealership mechanics locally.⁸⁹
- Hybrid and electric vehicles are not best suited to all tasks and work demands. While a rough guide has been provided here based on annual VKT, consider using emerging hardware/software systems such as Fleet Carma to monitor current vehicle use and match specific EV, hybrid, or fuel-efficient combustion engine to daily driving patterns, in addition to the new GPS systems.⁹⁰
- Range anxiety may result in less EV utilization, and users may forget to plug in at the end of the day.
- If more vehicles are purchased, and to ensure full charges for daily driving, more charging stations may need to be installed in the future. These carry a moderate infrastructure cost (generally under \$20,000/station).

Consider	21. Monitor emerging technologies in plug-in hybrid trucks, and adopt <i>plug-in hybrid</i> purchasing policies for light-duty trucks as soon as the technology is market-ready.
----------	--

Feasibility of implementation: medium

This action relies on market-readiness of emerging technologies.

⁸⁶ And a cost savings of approximately \$10,000, assuming a cost savings of 7.2 cents/L, based on electricity at 6.5 cents/kWh and gasoline at \$1.09/L (Tsang, "Identifying PEV Early Adopters and Their Needs.").

⁸⁷ If daily usage is occasionally very high and sometimes low, then a standard hybrid would be a better choice. If daily use falls within the EV range, the Leaf is a good choice; for daily use that marginally exceeds range, an EV can still be used if a top-up charge during the day can be scheduled.

⁸⁸ Additional assumptions: electricity rate of 10¢/kWh and gas price of \$1.36. (Fleet Carma webinar, "How to get the most out of plugging in.")

⁸⁹ The City of Hamilton has provided hybrid maintenance training to other municipal fleets in the past. Hamilton Information Update, August 15, 2006. Green Fleet Implementation Program, 2.

⁹⁰ For an example, see the Fleet Carma system <http://www.fleetcarma.com/>.

Green Fleet Action Plan (cont'd)

Action plan for the future

Consider

22. Pursue procurement of diesel-electric hybrids for medium and heavy-duty trucks and buses as the technology matures and becomes market-ready.

Medium and heavy-duty trucks currently represent over a third of fleet's emissions. Moving to a low-carbon fuel source would help reduce emissions.

Feasibility of implementation: medium

This action relies on market-readiness of emerging technologies.

Consider

23. Monitor and assess emerging alternative fuel vehicles, particularly compressed natural gas vehicles and, depending on trends, pursue a feasibility study for establishing an alternative vehicles program that would shift medium and heavy-duty vehicles to compressed natural gas (CNG).

This action does not recommend switching to CNG vehicles at this time. Rather it proposes to first monitor results from Toronto, Vancouver, Surrey,⁹¹ and others who have adopted natural gas vehicles in order to assess performance, operational issues, GHG savings and fuel savings. Second, collect comprehensive VKT and operating hours data on medium and heavy-duty fleet vehicles in Richmond to provide full inventory data and aid in a feasibility assessment. Third, depending on trends and available data, conduct a feasibility assessment on the transition to CNG vehicles, including specific infrastructure requirements (both fuelling and maintenance), payback potential, and assessing fleet inventory for NG vehicle potential.

CNG vehicles are not appropriate for all uses. Currently, CNG vehicles are most commonly used in three main fleet applications: buses,⁹² couriers/delivery, and garbage trucks/waste haulers.⁹³ Richmond contracts out its waste management services, so the largest potential group of fleet vehicles is not directly under corporate control. Richmond could discuss the option of conversion to CNG with its waste management contractors and include this in the feasibility study.

Potential GHG Reduction

Compressed natural gas vehicles may provide tailpipe GHG savings of approximately 25%,⁹⁴ although vehicle type and driving cycles may significantly impact emissions, reducing the

⁹¹ The City of Surrey's curbside waste collection fleet is using CNG trucks with a plan to power them using biogas from a new organic waste biogas facility; assuming the CNG trucks have 24% fewer GHG emissions than diesel trucks, the renewable gas will reduce 100% of waste collection emissions and offset the City's corporate emissions. "City of Surrey Approach to a Fully Integrated Organic Waste Management System," PCP National Measures Report, webinar, June 27, 2013. http://www.fcm.ca/Documents/presentations/2012/webinars/PCP_City_of_Surrey_Approach_to_a_Fully_Integrated_Organic_Waste_Management_System_EN.pdf.

⁹² Although CNG buses are in decline across Canada, in part due to technical challenges: (Conference Board of Canada, *Cheap Enough? Making the Switch from Diesel to Natural Gas* (2012), 3).

⁹³ MIT Energy Initiative, *The Future of Natural Gas: an interdisciplinary MIT study* (2010). <http://web.mit.edu/mitei/research/studies/report-natural-gas.pdf>; Fortis BC NG vehicle program: <http://www.fortisbc.com/MediaCentre/NewsReleases/2013/Pages/Over-150-new-compressed-natural-gas-vehicles-to-hit-the-streets-across-BC.aspx>.

⁹⁴ MIT Energy Initiative, *The Future of Natural Gas*, 50, 121.

Green Fleet Action Plan (cont'd)

Action plan for the future

tailpipe benefits.⁹⁵ As well, full life-cycle savings are reduced due to methane leakage in production and distribution.⁹⁶

Cost implications

Natural gas vehicles have 25%-50% lower fuel costs than conventional vehicles.⁹⁷ Reduced fuel costs depend on the price spread between natural gas and gasoline/diesel, as well as VKT and hours of operation. The expected payback could be 1.8 to 11.7 years.⁹⁸ Natural gas vehicles thus have an attractive payback for high mileage use, or short-range, low-mileage/gallon vehicles.⁹⁹ For example, fuel savings have been 32% for company in Ottawa, compared to gasoline, with delivery vehicles driving an average of 170km/day. Unlike Richmond, the company has a public compressed NG station across the street so they did not need to install any infrastructure.¹⁰⁰

The two major barriers to CNG vehicles are vehicle price premiums and infrastructure availability and the requirement to upgrade maintenance repair shops to repair CNG vehicles. Moving to natural gas would require substantial investment in additional Works Yard infrastructure: unlike the relatively low-cost of a Level 2 EV charging station, CNG fuelling stations entail a large up-front capital cost.

In addition, vehicle price premiums (e.g. \$6,000 to \$50,000¹⁰¹) would need to be offset by reduced fuelling costs. In 2010, Richmond's 109 medium and heavy-duty vehicles used almost 480,000 L of fuel per year at a cost of nearly \$500,000.¹⁰² The potential cost savings of 25% suggests that CNG might have a net benefit.

However, in 2010, only four of the medium and heavy-duty vehicles used over \$10,000 of fuel in one year, suggesting that the combination of vehicle price premiums and required fuelling infrastructure would not have a payback within the service life of the vehicles.

⁹⁵ D.-W. Lee, et al., "Characterization of on-road emissions of compressed natural gas and diesel refuse trucks", *Journal of the Transportation Research Board* (2011); C. Davies et al., *Assessment of GHG emissions benefits of Heavy Duty Natural Gas vehicles in the United States*, (U.S. Department of Transportation, 2005).

⁹⁶ See Ramon Alvarez et al., "Greater focus needed on methane leakage from natural gas infrastructure," *Proceedings from the National Academy of Sciences* 109 (2012).

⁹⁷ Fraser Basin Council, *The Business Case for Reducing Your Carbon Footprint*.

⁹⁸ MIT Energy Initiative *The Future of Natural Gas*, 122.

⁹⁹ Ibid.

¹⁰⁰ Transport Canada, *Modern Dry Cleaners - Ottawa, Ontario. FleetSmart Profiles: Pickups, Vans and SUVs*, <http://fleetsmart.nrcan.gc.ca/index.cfm?fuseaction=docs.view&id=pickup-vans-modern>

¹⁰¹ Price premium estimates vary. For example, an additional 60-80% is assumed for heavy-duty LNG trucks (calculated from the Conference Board of Canada, 2012, *Cheap Enough? Making the Switch from Diesel to Natural Gas*, 4.) A second study put the cost at \$50,000 per heavy-duty truck: \$10,000 for the engine and \$40,000 for the integration costs, including tanks (Marbek, 2010, *Study of the Opportunities for Natural Gas in the Transportation Sector*, For Natural Resources Canada).

¹⁰² Based on 2010 fuelling data.

Green Fleet Action Plan (cont'd)

Action plan for the future

Additional challenges include a lack of public infrastructure. The City of Hamilton, whose natural gas fleet is primarily city buses, notes that they do not have public filling station options as a back-up when there have been problems with city fuelling stations.¹⁰³

Funding opportunity

Fortis BC has an incentive funding program that covers 75% of the incremental cost of vehicles for the next four years, should the results of monitoring and assessment suggest that there are net benefits in moving to NG vehicles in Richmond's context.¹⁰⁴

Consider	24. Monitor the advances in biodiesel fuels and consider switching to a higher biodiesel blend if full life cycle GHG reductions in the fuel are assured.
----------	---

This action would monitor the advances in biodiesel fuels and consider switching to a higher biodiesel blend (Biodiesel 20) when transparent reductions in the full life cycle of the fuel are certified.¹⁰⁵ Note that using Biodiesel 20 was not considered a high priority by staff, and one staff person voted against using Biodiesel 20 at the staff workshop. Warranty and performance/maintenance issues would need to be resolved prior to using Biodiesel 20.

The City of Toronto Green Fleet Plan notes that: *Biofuels are an important component in greening fleet operations, but cannot compare to the environmental benefits of actually reducing fuel consumption.*¹⁰⁶

¹⁰³ City of Hamilton *Appendix B. Green Fleet Implementation Plan*, 36.

¹⁰⁴ FortisBC, "Over 150 new compressed natural gas vehicles to hit the streets across B.C.," media release, March 1, 2013, <http://www.fortisbc.com/MediaCentre/News/Releases/2013/Pages/Over-150-new-compressed-natural-gas-vehicles-to-hit-the-streets-across-BC.aspx>

¹⁰⁵ The emissions reductions from biodiesel come from the full life cycle of the fuel, rather than the tailpipe emissions.

¹⁰⁶ Toronto, *Green Fleet Plan 2008-2011*, 19.

Green Fleet Action Plan (cont'd)

5. Recommended reduction target

A variety of targets can be set for GHG reductions. Targets are generally set for a future year in comparison to a chosen baseline. They may be absolute or intensity-based. For example, the Mexico City Pact allows cities to provide CO₂e reduction targets, and/or carbon intensity, renewable energy, and energy efficiency targets.

Absolute targets can be challenging to achieve under growth conditions. However, due to increasing regulation and technological innovation, vehicle fleets can continue to grow service levels — for example, VKT or hours of operation — while still reducing fuel use and GHGs. This is shown by the historic trajectory of Richmond's growth in fleet assets, while fuel use and emissions have been held relatively constant. The challenge now is to achieve and continue a downward trend in overall fleet fuel use and emissions.

Targets may be either pragmatic or "stretch." Richmond's fleet has an opportunity to set a pragmatic target that demonstrates attainable GHG reductions. Reaching the target will require some organizational and behavioural change, improved fleet management practices, adoption of innovative technology and a shift to electricity as a fuel for some uses.

The recommended target for Richmond Fleet is a 20% reduction in absolute GHG emissions from fleet by 2020, with an annual reduction target of 2%.

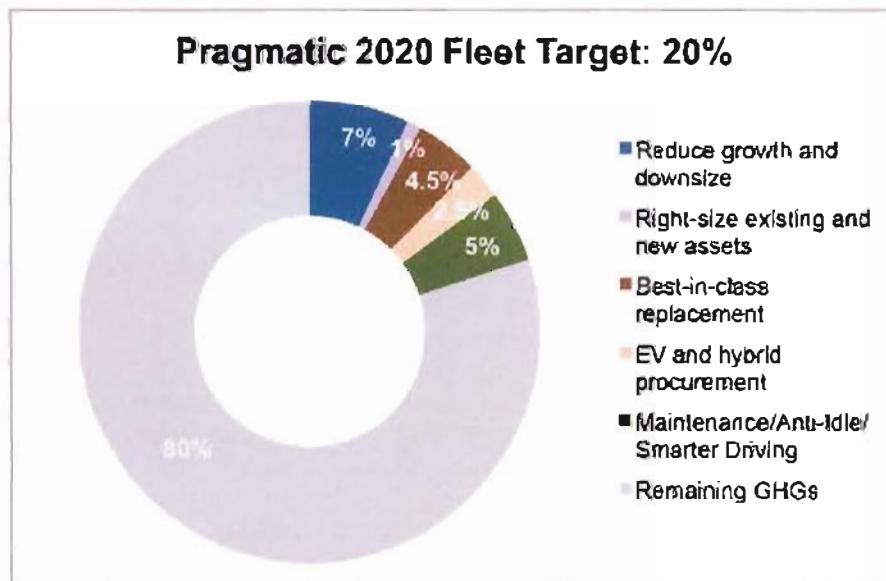


Figure 15. Pragmatic 2020 fleet target: 20% GHG reductions from 2010 baseline

Green Fleet Action Plan (cont'd)

Recommended reduction target

This target can be met through the actions outlined in Section 4. Each key area of the Green Fleet Action Plan has a quantifiable target, as shown in Table 8. These targets are supported by the full suite of priority actions outlined in Section 4.

Table 8. Summary of actions and pragmatic targets

Area	Action	GHG savings
DSM	Reduce growth and downsize	7.0%
Management	Right-size and best use	1.0%
Efficient Technology	Best-in-class replacement	4.5%
Alternative Fuels	EV procurement	2.5%
DSM+	Anti-Idle/Smart Driving/Maintenance	5.0%
Total		20.0%

For DSM, reducing growth in assets and downsizing existing vehicles saves procurement costs and fuel, and provides significant reduction in GHG emissions. These actions support fiscal prudence in fleet by reducing the financial demands on the Replacement Reserve Fund. The actions must be managed carefully in order to continue to provide service excellence, and require action on the other demand side management actions across departments, such as providing transit tickets, optimizing routes, etc.

Improvements in management practices will enhance vehicle longevity and performance. Right-sizing replacement vehicles and ensuring best use of existing passenger vehicles – and using data actively such as annual VKT – should improve overall fleet performance in fuel use and GHG emissions, reducing emissions by 1%.

Best-in-class replacement takes advantage of the new federal fuel standards for passenger cars and light-duty trucks, replacing existing assets as they age with conventional vehicles that have best-in-class fuel economy. By 2020, best-in-class vehicles should save 4.5% of Fleet's emissions.

Hybrid and electric vehicles have a role to play in Fleet as well, particularly for high VKT uses where the fuel and cost savings can be maximized. Replacing hybrids with hybrids, procuring hybrid light-duty trucks, and adding electric vehicles to the passenger vehicle mix should reduce overall GHG emissions by an additional 2.5%.

Lastly, the combination of anti-idling programs, Smarter Driving, and systematized preventive vehicle maintenance reduces fuel use and should save 5% of Fleet's overall emissions.

These actions, when supported by the larger set of actions outlined in Section 4, mean that Fleet should be able to achieve an overall target of 20% reductions in emissions by 2020. Using a baseline of 2010, this translates into an approximate reduction of 2% in GHG emissions annually. This is equivalent to the reduction in fleet emissions between 2007 and 2010, without Fire Services included.

One challenge with an annual target is the variability in fleet service requirements, such as winter with snowfall. It is therefore recommended that the annual target of 2% be tracked and reported.

Green Fleet Action Plan (cont'd)

Recommended reduction target

and a trend line established. Using three to five year trends should provide a stronger sense of overall reductions. For example, Fleet could assess its 2012 emissions, then track them annually and look for a trend in 2015. This will allow time for pathway correction if the annual targets are not being met.

Green Fleet Action Plan (cont'd)

6. Recommendations

Richmond has a strong Sustainable Green Fleet Policy, and has already undertaken actions to reduce fuel consumption and conserve material and financial resources. The following recommendations will assist Richmond in continuing to make progress on reducing emissions while supporting service excellence and fiscal prudence.

Process and data management

- **Ensure systematic data tracking and reporting, particularly VKT.** Richmond has taken important steps towards systematic data tracking, including its new fuel dispensing system and its Faster Asset management software. Vehicle kilometres travelled are critical to measuring service level changes and individual vehicle and overall fleet efficiency. They will enable improved management of fleet assets that save money and make sure resources are effectively allocated.
- **Ensure tracking and reporting on Green Fleet actions and assets.** Many of the current actions are undertaken on an ad hoc basis by individual staff or departments. Increased monitoring and reporting on Green Fleet actions on an annual basis will enable ongoing measurement of success, shared learning across departments, continued green fleet achievements, and a demonstration of Richmond's leadership.
- **Ensure that GHGs are tracked and reported within Richmond's fleet management system.** Integrating GHGs into Richmond's fleet management software will facilitate ongoing assessment of the fleet, as well as facilitate the assessment and update of the Green Fleet Action Plan.
- **Reassess the fleet inventory and priority actions annually.** Revisiting the inventory and the priority actions annually will help to assess the success of the Plan, as well as help to identify new actions to reduce emissions. This assessment should include the Fleet Manager, the Sustainability Manager and fleet staff. A review of DSM actions should include appropriate Departments also.
- **Ensure that data collection, monitoring and reporting aligns with the protocols the City has chosen to report under.** The City has chosen to report its emissions under the Climate Action Charter, CARIP, the Mexico Pact, and may choose to participate in the E3 Fleet program. Each reporting protocol has different data and reporting requirements. The fleet inventories compiled for the Green Fleet Action Plan align with the current reporting protocols; however, it will be important to continually monitor the data requirements to ensure Richmond is collecting the correct data.

Green Fleet Action Plan (cont'd)

Recommendations

Action implementation

- Work to implement the priority actions, with a focus on ensuring best-in-class procurement, supporting demand side management, and making fuel use visible to departments.
- Assess the actions for consideration to identify additional actions for implementation. Over time, new strategies may emerge as key priority actions. The E3 Fleet Review will provide an opportunity for re-assessment.
- Consider providing additional human resources for Fleet's significant renewal process now underway. Vehicles purchased now will still be in service in 2020; vehicle replacement provides an opportunity to build a long-term sustainable fleet through procurement of best-in-class vehicles. Additional human resources may help ensure that Fleet meets its fiscal and environmental objectives.

Target setting

- Adopt a pragmatic target of 20% reduction in absolute GHG emissions from fleet by 2020, based on the 2010 baseline, and a 2% annual reduction in GHGs from Fleet. This target will motivate action and provide a way to measure progress over time.

Richmond has shown leadership in adopting new technologies such as hybrid cars and led the way in programs such as the employee carpool program. Richmond's corporate fleet has seen increased service levels since the mid-1990s in terms of the numbers of vehicles on the road, with minimal or reduced fuel use and greenhouse gas emissions, although fuel costs continue to rise. With a Green Fleet Action Plan in place, Richmond's fleet can provide ongoing, significant GHG reductions in the municipality while maintaining service excellence and ensuring fiscal prudence.

Green Fleet Action Plan (cont'd)

Appendix A. Methodology and detailed data

A.1 Inventory methodology and emission factors

The emissions inventories for fleet vehicles and equipment followed the practices outlined in the B.C. Government's Methodology for Reporting B.C. Public Sector Greenhouse Gas Emissions.¹⁰⁷

Emissions inventories are based on fuel use data, to which are applied various greenhouse gas emissions factors depending on the vehicle mode. For the 2010 inventory, vehicles were classified by mode and fuel type for modelling (Appendix B, Table 12 and Table 13). Vehicle fuel use was provided from Richmond's fuel management system. Fuels include gasoline, diesel from the fleet yard (biodiesel 5), and conventional diesel (i.e. Fire Services fuelling up at stations other than the Works Yard). GHG emissions were calculated using the emissions factors shown in Table 9.¹⁰⁸

Emissions factors from the BC Government methodology are shown below. Methane (CH₄) and nitrous oxide (N₂O) are multiplied by their global warming factors of 21 and 310 respectively in order to determine the total CO₂ equivalent emissions in kg/L.

Table 9. Greenhouse gas emission factors for vehicle modes and fuels.

Vehicle Mode ¹⁰⁹	Fuels	Emissions factors, kg/L ¹¹⁰				Totals, kg/L tCO ₂ e
		bioCO ₂	CO ₂	CH ₄	N ₂ O	
Light-duty vehicles	gasoline	0.0747	2.175	0.00023	0.00047	2.40023
	diesel	0.098	2.556	0.000051	0.00022	2.723271
Light-duty trucks, vans and SUVs	gasoline	0.0747	2.175	0.00024	0.00058	2.43454
	diesel	0.098	2.556	0.000068	0.00022	2.723628
Heavy-duty (over 8500 lbs.)	gasoline	0.0747	2.175	0.000068	0.0002	2.313128
	diesel	0.098	2.556	0.00011	0.000151	2.70312
Off-road vehicles and equipment	gasoline	0.0747	2.175	0.0027	0.00005	2.3219
	diesel	0.098	2.556	0.00015	0.0011	2.98815

¹⁰⁷ These practices are updated periodically, including the emissions factors. Electric vehicles have not been included in the methodology to date. (2012 B.C. Best Practices Methodology for Quantifying Greenhouse Gas Emissions)

¹⁰⁸ The B.C. government biodiesel factor assumes a 4% biodiesel blend; Richmond uses a 5% blend. We also calculated emissions using a derived 5% biodiesel emissions factor, and the result was only 1.3 tonnes less overall. Therefore, we used the current B.C. government methodology and emissions factors to calculate the 2010 inventory.

¹⁰⁹ See Appendix C for the vehicle mode classification.

¹¹⁰ From the 2012 B.C. Best Practices Methodology for Quantifying Greenhouse Gas Emissions, 21.

Green Fleet Action Plan (cont'd)

Methodology and detailed data

As inventory methodologies continue to be updated, and in order to compare the 2007 and 2010 inventories, the 2007 fuel use numbers were re-calibrated with the 2010 methodology. Of an initial six percent reduction in GHGs from 2007 to 2010, three percent could be accounted for due to the adjustments in methodology. The methodological difference is likely due to differences in biodiesel fuel methodology, vehicle classification, and the resulting application of various emissions factors.

A.2 Service level methodology – accounting for the emissions reduction

Fleet service levels can be calculated using vehicle kilometres travelled (VKT), hours in operation, or asset counts. Complete VKT data was not available for 2007 or 2010 as Richmond is in the process of updating its VKT tracking.

Service level comparisons were thus done at a gross level using asset counts. This follows the 2007 inventory that compared 1999 to 2007 asset numbers. For the Green Fleet Action Plan, 1999 asset numbers are taken directly from the 2007 Inventory report. 2007 and 2010 asset numbers were calculated by counting assets with fueling records. This provides a count of vehicles and equipment in regular use during the year, but under-counts the assets that do not fuel up directly.

Changes in fuel use are due to an interaction of several factors, including vehicle efficiencies, changes in vehicle use patterns, weather, driver behaviour and vehicle maintenance. VKT data will aid Richmond in tracking and managing fleet asset use, vehicle efficiency and overall fleet efficiency.

Contracting out also affects annual fleet service levels. When not reporting on contractor services, “leakage” could occur were Richmond to contract out more of its services. Any increases in contracting out should be noted in the annual Green Fleet report.

A.3 2010 Inventory data by department

Table 10 shows the breakdown of Richmond's divisions that use fleet vehicles by department.

Figure 16 and Figure 17 show the breakdown of emissions and fuel costs by department. The Public Works division — the largest division in terms of emissions — is comprised of 16 departments, several with a relatively large share of emissions, e.g. Roads, Water, Sanitary Sewers, Fleet Operations. The Parks, Recreation and Culture Division has seven departments, of which one (Parks Administration) is responsible for the majority of departmental emissions.

Fleet Services provides vehicles and equipment to the City in two principle ways: as monthly rental vehicles to departments for which a monthly fee is charged, and as hourly or daily rentals to departments. The monthly rentals are included in the departmental inventories, while hourly or daily vehicles are included in the Fleet Operations inventory, although they are performing work for many departments across the City.

Green Fleet Action Plan (cont'd)

Methodology and detailed data

Table 10. Richmond divisions and departments using Fleet assets

Division	Department
Parks, Recreation, and Culture	Minoru Arenas Ice Centre Community Centre Ops (Seniors) Cultural Centre - Art Gallery Recreation Administration Parks Administration Library Administration
Finance and Corporate Services	Business Liaison and Development Stores Information Technology
Human Resources Division	Human Resources
Public Works Division	Roads Storm Drainage Drainage Pump Stations Facility Operations Facility Planning Fleet Operations Fleet - Hourly Equip Sanitation and Recycling Garbage Operations Water Sanitary Sewers San/Sewer Pump Stations Engineering Admin Engineering Inspections Engineering Design and Construction PW Communications (Eng.)
Urban Development Division	Traffic Operations Traffic Signals Building Approvals Building Approvals - Tree Bylaw
Law and Community Safety Division	Emergency and Environmental Services Community Bylaws Parking Enforcement Fire Services

Green Fleet Action Plan (cont'd)

Methodology and detailed data

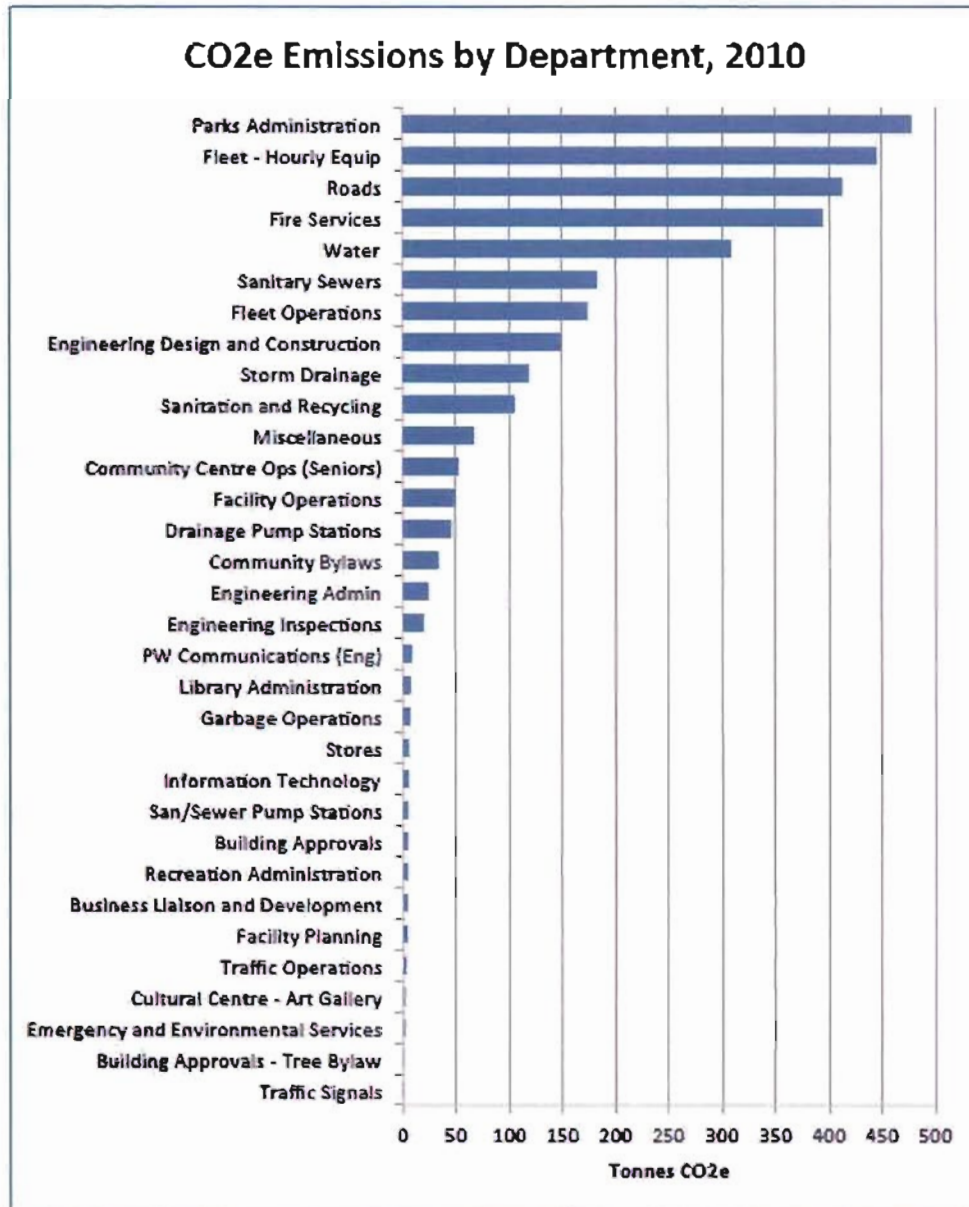


Figure 16. GHG emissions by department, 2010

Green Fleet Action Plan (cont'd)

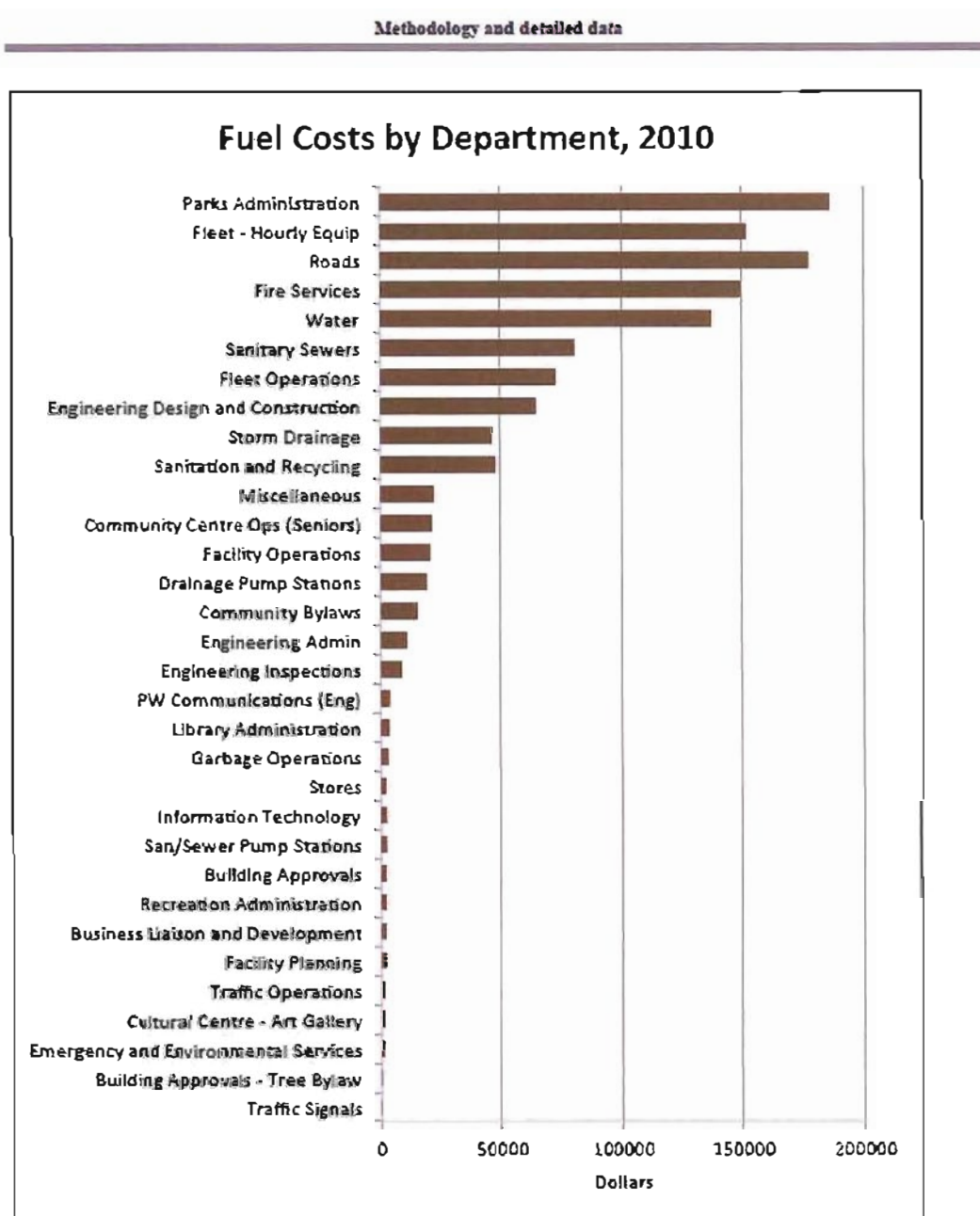


Figure 17. Fuel costs by department, 2010

A.4 Business as usual and future actions modelling

Modelling future emissions for fleet required assumptions for growth rates, replacement rates for vehicles and equipment, assumptions about efficiency improvements and assumptions about the fuel mix.

Green Fleet Action Plan (cont'd)

Methodology and detailed data

Growth rates were assumed to be 2% per year, compounding annually, across all vehicle and equipment modes (22% total growth 2010 to 2020). This is lower than the high growth in assets between 1999 and 2007, reflecting the more recent trend from 2007 to 2010. The 2% growth rate was used for all future cases.

Replacement rates, shown in Table 11, were based on 2007, 2010 and the most recently available 2012 vehicle inventories and the 2013-2017 replacement schedule. They do not include Fire Services, schools, or RCMP.

The replacement rates for 2011-2016 are in line with the Sustainable Green Fleet Policy 2020 Report to Committee (February 7, 2012), which notes that the current fleet is "relatively old given daily usage patterns and operational wear and tear – the average age of vehicles in the fleet is 9.8 years." The fleet is currently undergoing significant renewal: approximately 76 units (~14% of fleet vehicles and equipment) were slated for replacement in 2012, while the 5-year plan (2012-2016) projects replacement of 265 units, representing over 50% of fleet vehicles and equipment.¹¹¹

The 2017-2020 replacement rate assumption was more conservative. At these replacement rates, Richmond's fleet will essentially turn over in approximately 10 years.

Table 11. Annual replacement rate for modelling, 2010 baseline

Mode	2011-2012	2013-2016	2017-2020
Equipment	19%	19%	15%
Cars	7%	7%	5%
Light Duty	13%	13%	8%
Medium Duty	12%	12%	7%
Heavy Duty	0%	23%	0%

The 2020 cases used varying assumptions about vehicle efficiency to reflect the various procurement actions modelled. Efficiency assumptions were based on comparisons of fuel economy for typical vehicle models found in the Richmond fleet to currently available models. Assumptions ranged from equivalent replacement (e.g. 2012 Chevrolet Cruze, 2012 Dodge Ram 1500) for the base case, to best-in-class (e.g. 2012 Mazda 3, 2012 Toyota Tacoma) for the best-in-class conventional case, to hybrid (e.g. Toyota Prius) for the hybrid and EV case.

Data on fuel economy was taken from NRCan's Fuel Consumption Ratings tables for each typical vehicle.¹¹² Tailpipe emissions from electric vehicles were assumed to be zero (i.e. fully battery electric; plug-in hybrids are included in the hybrid category). Modest efficiency improvements of 9% and 4% were assumed for medium- and heavy-duty trucks respectively for 2011 and 2012, as compared to the older vehicles they would be replacing, across all the cases.

¹¹¹ February 7, 2012. Richmond City Report to Committee, Sustainable Green Fleet Policy.

¹¹² Natural Resources Canada, "Fuel Consumption Ratings," <http://oee.nrcan.gc.ca/transportation/tools/fuelratings/ratings-search.cfm>

Green Fleet Action Plan (cont'd)

Methodology and detailed data

Efficiency improvements for all vehicles beyond 2012 were based on Federal regulations¹¹³ and an in-house model.

While the base and best-in-class conventional vehicles cases assumed 100% replacement by the same vehicles, the hybrid-EV case assumed a mixed replacement. For light cars, the model assumes a 60/10/30 mix of hybrid/EV/best-in-class conventional for 2012-2016 and a 40/60 hybrid/EV mix for 2017-2020. *No conventional passenger cars would be purchased after 2016 in this case.* Light-duty trucks would be replaced by best-in-class conventional vehicles for 2012-2016, and by a 50/10/40 hybrid/EV/best-in-class conventional mix for 2017-2020. The hybrid/EV scenario thus demonstrates additional savings to the best-in-class of 5%.

The 2010 fuel mix between diesel and gasoline was applied to the 2020 modelled fuel use in order to calculate emissions. The emissions factors used to calculate the emissions for 2020 were the same as for 2010.

Modelling Results (Figure 18) demonstrate that significant reductions are possible through replacement by more efficient vehicles and electric/hybrid vehicles. When new growth is not included, reductions are even higher: for example, 2020 emissions could be 27% lower than 2010 for the Hybrid + EV scenario, provided no new assets are added to Richmond's Fleet. Note that the hybrid/EV scenario only represents a 5% improvement over the best-in-class scenario.

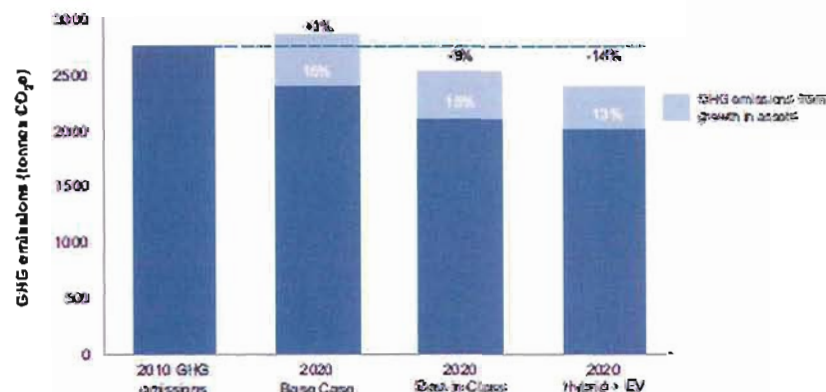


Figure 18. Modeled emissions reductions for best case scenarios

However, given that growth in assets will continue and that operational requirements cannot currently be met for all light-duty vehicles with either best-in-class or hybrid/EV units, pragmatic targets were set lower than the modeled results, shown in Figure 19. The DSM target assumed that some growth could be curtailed, and that some growth would be offset by changes in current practices: 7% was chosen as the DSM target. For best-in-class, the pragmatic target was set at 4.5%, half of the 9% modeled reductions. Hybrids and EV's, which build on best-in-class, could provide up to a 5% additional reduction: the pragmatic target was set at 2.5%. The pragmatic target based on the modeling was thus 14%.

¹¹³ See the Auditor-General's condensed version of the regulation procedure, http://www.oag-bvg.gc.ca/internet/English/parr_cesd_201205_02_e_36774.html.

Green Fleet Action Plan (cont'd)

Methodology and detailed data

In addition, a right-sizing target was set at 1%, based on analysis of passenger car VKT data. The anti-idling, smarter driving and maintenance target was conservatively set at 5%, based on a literature review, because Richmond has already done work in these areas.

The total pragmatic target was thus set at 20% overall from a 2010 baseline.

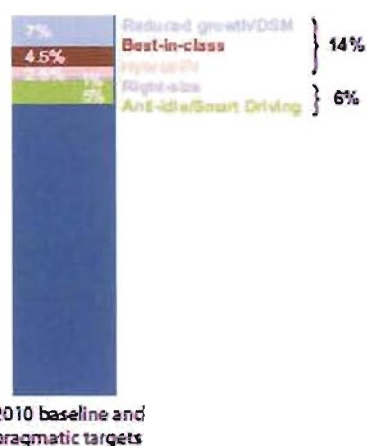


Figure 19. Pragmatic GHG targets compared to 2010 baseline

Green Fleet Action Plan (cont'd)

Appendix B. Fleet management practices recommendations

B.1 Emissions measuring and reporting

Recommendations for future emissions measuring include:

- Use a method that will allow for reporting out to E3, B.C. Government, and the Mexico Pact, including the detailed mode vehicle classification system in Table 12
- Include air/conditioning (vehicles with/without), for future B.C. reporting
- Consider including contractor services' fuel use in future to prevent "leakage" of GHG emissions accounting
- Build a GHG calculator into the Faster Asset management software reporting tools. The advantages are that in-house tracking at an individual asset level is available; the con is that this will require staff time and annual refinement to check for emissions factor updates.
- In order to more accurately measure service level changes and overall fleet efficiency, manage assets for right-sizing and best use, include VKT and/or hours of operation. VKT is required for E3 Fleet Rating
- Evaluate feasibility of separating rideshare fuel use from corporate fuel use for future emissions reporting

B.2 Fleet classification for GHG emissions tracking and reporting

Fleet vehicles and equipment require classification for greenhouse gas emissions measuring and reporting. This plan piloted an inventory methodology that Richmond could use in its new fleet management software system for future emissions and green fleet reporting.

Richmond will report out to the E3 Fleet certification program run by the Fraser Basin Council the Province of B.C. to meet Richmond's Climate Action Charter obligations, and the Mexico City Pact,¹¹⁴ an international agreement with signatory cities reporting on commitments, performance and actions.

Richmond currently tracks all vehicles by a vehicle ID number. In order to prepare the 2010 inventory, Richmond classified all vehicles that fuelled up in 2010 by detailed mode, as shown in Table 12. The classification system enables reporting out to the three scopes above.

¹¹⁴ The Pact was launched in November 2010 at the World Mayor's Summit in Mexico City. It sets voluntary commitment for mitigation and adaptation action. <http://www.mexicocitypact.org/en/the-mexico-city-pact-2/>

Attachment 2

Green Fleet Action Plan (cont'd)

Fleet management practices recommendations

The detailed mode is based on the E3 fleet requirements, with the addition of a T0 category. E3 sets the light-duty truck categories at 10,000 lbs., while federal and provincial emissions and fuel efficiency regulations set the light-duty to medium-duty cut-off at 8,500 lbs. T0 vehicles can be reported out as P vehicles for E3, yet classified as medium-duty for the purposes of calculating greenhouse gas emissions for the Province of B.C. Note that for greenhouse gas modelling purposes, equipment is treated as one category (i.e. the same emissions factors for E1, E2, and E3).

The vehicle modes as developed for this plan are shown below:

Table 12. Vehicle classification by detailed mode, based on E3

Green Fleet Action Plan Mode	Detailed Mode	Description
Light duty (cars)	C	Cars
Light duty (pickup, van, SUV, trucks under 10,000 lbs.)	P	Pickups
	V	Van, up to 8500 lbs (3900 kg) GVWR
	S	SUV
	T0	Trucks, Vans: 8500-10,000 lbs. GVWR
Medium duty	T1	Truck, 10,000-17,000 lbs GVWR
	T2	Truck 17,001-35,000 lbs GVWR
	T3	Truck 35,001-60,000 lbs GVWR
	B	Bus/Coach
Heavy duty	T4	Truck 60,001-110,000 lbs GVWR
	T5	Truck 110,000 lbs & greater GVWR
Equipment	E1	Small Equipment (e.g. Small trailer)
	E2	Medium Equipment (i.e. medium-sized forklift)
	E3	Large Equipment (e.g. backhoe)

Richmond's current fuel management software tracks fuel use by gas, diesel, or marked diesel (1, 2, 3). Given the addition of hybrid and electric vehicles, Pembina recommends an additional set of fuel type categories, shown below in Table 13. These will allow Richmond to easily measure and report on its electric and hybrid vehicles, i.e. its green fleet assets. In addition, as EV charging infrastructure becomes available, Richmond may choose to also measure and report on its vehicle electrical use.

Table 13. Fuel classes

FUEL CLASS		Notes
g	Gasoline	As of 2010, provincial gas includes 5% ethanol.
d	Diesel (biodiesel 5%)	As of 2012, provincial diesel includes 4% bio-diesel; Richmond started using 5% bio-diesel prior to 2008.
e	Electricity	Unless charging stations are billed separately from

Attachment 2

Green Fleet Action Plan (cont'd)

Fleet management practices recommendations

		buildings, fleet vehicles' charging will be counted under building energy use.
h-g-e	Gasoline/electricity - plug-in or pump	See note above – plug-in hybrid vehicles are treated as g fuel vehicles, unless charging station data is available.
h-g	Gasoline, no plug-in	These vehicles are treated as gasoline vehicles for modelling purposes
h-d	Diesel, no plug-in	These vehicles are treated as diesel vehicles for modelling purposes
p	Propane	Only 2 forklifts run on propane; for 2012 reporting onwards, they should either be included in the inventory, or excluded using the 1% decision tree rationale.
Future, as needed		
B20	Bio-diesel 20% blend	

B.3 Reporting out scope and method

Richmond plans to report out on fuel use and emissions for three different purposes: B.C. government requirements for municipal carbon neutrality under the Climate Action Charter, E3 Fleet through the Fraser Basin Council, and the Mexico City Pact. Table 14 details the requirements for each.

Pembina recommends that Richmond use the B.C. government SmartTool for B.C. government reporting. SmartTool will take the fuel use spreadsheet from Richmond's fuel management software, and convert it to data for input into SmartTool.¹¹⁵ The classification by detailed mode outlined above will allow for simple reporting to E3 fleet, and calculation of emissions for the Mexico City Pact.

Table 14. Reporting scope for Carbon Neutral, E3 Fleet, and Mexico Pact

Carbon Neutral/B.C. Gov.	E3 Fleet	Mexico Pact ¹¹⁶
Reporting out mechanism is an additional sheet in the CARIP Public Reports, with data from SmartTool or equivalent measurement tool	VKT (required) and hours of operation (optional)	
All six "traditional service" areas are included. ¹¹⁷ 1. Administration and	C, P, T, V, S, B (see Table 12) T1-T5 (see Table 12) E1-E3 (see Table 12)	2 categories only: 1. Transit (incl. passenger cars) 2. Non-transit (e.g. cranes)

¹¹⁵ It should be noted that SmartTool is an energy and emissions reporting tool, and should not be relied on as an energy management tool.

¹¹⁶

http://citiesclimaterestory.org/fileadmin/user_upload/carbonn/User_Manual/carbonn_cCCR_User_Manual_v3.0_June2012.pdf

¹¹⁷ Fire services will need to provide its fuel use data by vehicle, with vehicle classifications by detailed mode.

Green Fleet Action Plan (cont'd)

Fleet management practices recommendations

<p>governance</p> <p>2. Drinking, storm, and wastewater</p> <p>3. Solid waste collection, transportation, and diversion</p> <p>4. Roads and traffic operations</p> <p>5. Arts, recreation, parks, and cultural services</p> <p>6. Fire protection</p> <p>Police are NOT included.</p> <p>Biofuels must be calculated and reported out separately.</p> <p>Air conditioning must be reported, by number of vehicles.^{11h}</p> <p>Contractor services are included for work in the traditional service areas.</p>		
<p>Sources</p> <p>Union of BC Municipalities. <i>The Workbook: Helping Governments Understand How to be Carbon Neutral in their Corporate Operations</i>. Version 2. 3/9/2012.</p>	<p>E3 Fleet. <i>Fuel Usage Summary</i>. 2006. Fraser Basin Council.</p> <p>FBC. <i>E3 Master Input Form w/Equipment</i>. Current excel spreadsheet.</p>	<p>Carbon Cities Climate Registry. <i>User Manual: Guidance for Local Government Representatives in Carbon and Cities Climate Registry</i>. Version 3.0, June 2012. ICLEI-Local Governments for Sustainability. www.climatecitiesregistry.org www.carbonn.org</p>

^{11h} By number of vehicles with air conditioning, if more detailed data does not exist.



**Richmond Zoning and Development Bylaw 5300
Amendment Bylaw 8501 (RZ 04-270168)
9560, 9580 CAMBIE ROAD AND 9531, 9551, 9571 ODLIN ROAD**

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

1. Richmond Zoning and Development Bylaw 5300 is amended by repealing the existing zoning designation of the following areas and by designating them **ASSEMBLY DISTRICT (ASY)**:

P.I.D. 003-606-163

West Half Lot 10 Block "A" Section 34 Block 5 North Range 6 West New Westminster
District Plan 1224

P.I.D. 003-550-028

East Half Lot 10 Block "A" Section 34 Block 5 North Range 6 West New Westminster
District Plan 1224

P.I.D. 004-870-581

East Half Lot 20 Block "A" Section 34 Block 5 North Range 6 West New Westminster
District Plan 1224

P.I.D. 000-948-837

West Half Lot 19 Block A Section 34 Block 5 North Range 6 West New Westminster
District Plan 1224

P.I.D. 003-666-379

East Half Lot 19 Block "A" Section 34 Block 5 North Range 6 West New Westminster
District Plan 1224

2. This Bylaw may be cited as "Richmond Zoning and Development Bylaw 5300, Amendment Bylaw 8501".

FIRST READING

JUN 22 2009

A PUBLIC HEARING WAS HELD ON

JUL 20 2009

SECOND READING

JUL 20 2009

THIRD READING

JUL 20 2009

MINISTRY OF TRANSPORTATION APPROVAL

AUG 13 2009

OTHER CONDITIONS SATISFIED

OCT 16 2013



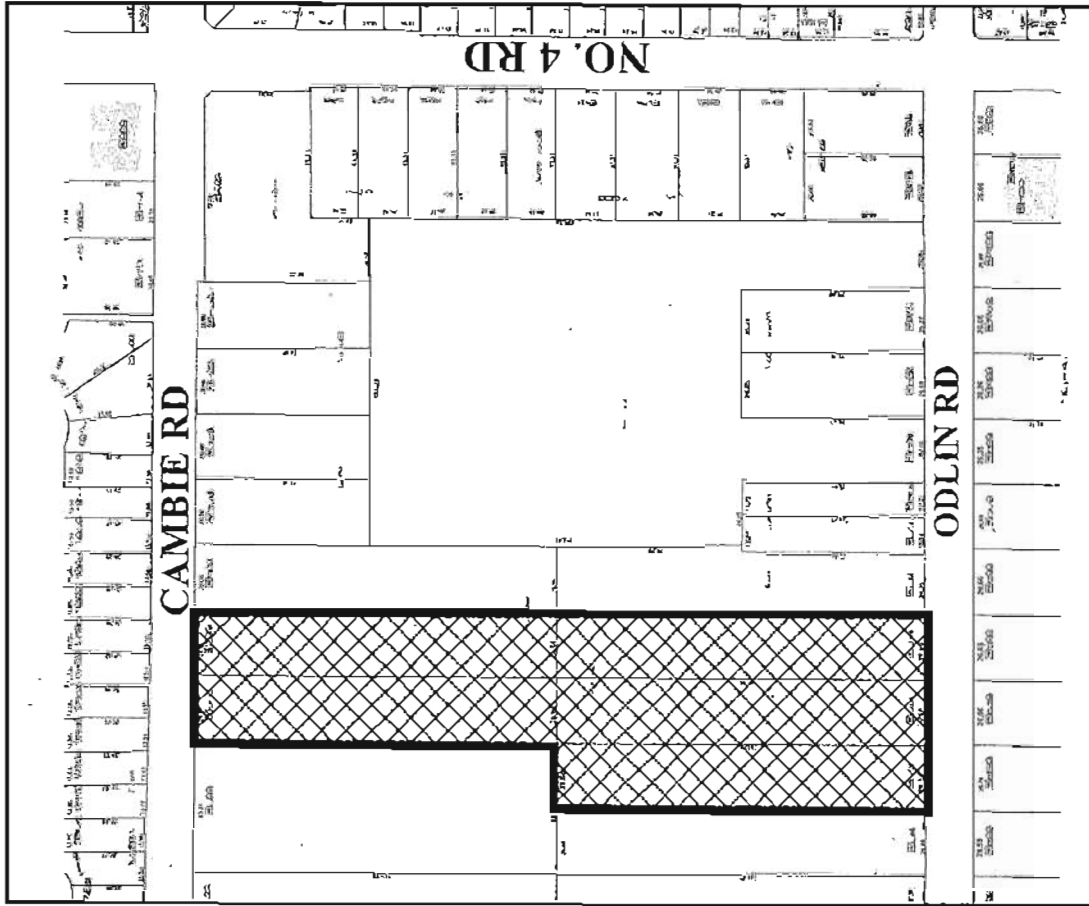
ADOPTED

MAYOR

CORPORATE OFFICER



City of Richmond



RZ 04-270168

Original Date: 05/17/04

Revision Date: 01/23/08

Note: Dimensions are in METRES



**Richmond Zoning Bylaw 8500
Amendment Bylaw 8970 (RZ 12-615299)
10251 Bird Road**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **SINGLE DETACHED (RS2/B)**:

P.I.D. 009-884-467

Lot 36 Block B Section 26 Block 5 North Range 6 West

New Westminster District Plan 14105

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 8970"**.

FIRST READING

DEC 10 2012

A PUBLIC HEARING WAS HELD ON

JAN 21 2013

SECOND READING

JAN 21 2013

THIRD READING

JAN 21 2013

MINISTRY OF TRANSPORTATION &
INFRASTRUCTURE APPROVAL

JAN 29 2013

OTHER REQUIREMENTS SATISFIED

OCT 17 2013

ADOPTED

MAYOR

CORPORATE OFFICER





PROPOSED REZONING

RZ 12-615299

Original Date: 08/28/12

Revision Date:

Note: Dimensions are in METRES



Permissive Exemption (2014) Bylaw No. 9046

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 2014 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 2014 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 2014 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 2014 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 2014 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 2014 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 2014 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 2014 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 2014 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 2014 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 8935 is hereby repealed in its entirety.
- 4.3 This Bylaw is cited as “Permissive Exemption (2014) Bylaw No. 9046”.

FIRST READING

OCT 15 2013

SECOND READING

OCT 15 2013

THIRD READING

OCT 15 2013

ADOPTED

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

MAYOR

CORPORATE OFFICER

SCHEDULE A to BYLAW 9046

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
Bethhouse 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 (068-145-000) 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 9140 Granville Avenue 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

SCHEDULE A to BYLAW 9046

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 (103-050-053) 10351 No. 1 Road	PID 011-908-106 Lot 13 Block A Section 34 Block 4 North Range 7 West Except Plan 53407 New Westminster District Plan 710	Emmanuel Christian Community Society 10351 No. 1 Road Richmond, B.C. V7E 1S1
Fujian Evangelical Church (025-172-004) 12200 Blundell Road	PID 025-000-047 Lot 1 Section 19 Block A North Range 5 West New Westminster District Plan LMP49532	Fujian Evangelical Church 12200 Blundell Road Richmond, B.C. V6W 1B3
Gilmore Park United Church (097-837-001) 8060 No. 1 Road	PID 024-570-541 Strata Lot 1 Section 23 Block 4 North Range 7 West New Westminster District Strata Plan LMS3968	Congregation of the Gilmore Park United Church 8060 No. 1 Road Richmond, B.C. V7C 1T9
I Kuan Tao (Fayi Chungder) Association (084-144-013) 8866 Odlin Crescent	PID 025-418-645 Lot 30 Section 33 Block 5 North Range 6 West new Westminster District Plan LMP54149	I Kuan Tao (Fayi Chungder) Association #2100, 1075 West Georgia Street Vancouver, B.C. V6E 3G2

SCHEDULE A to BYLAW 9046

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 (062-569-073) 11114 Westminister 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 (063-166-000) 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, Dave Esau, Jeffrey Coleman, Wayne Colman	PID 016-718-739 Lot A Section 19 Block 4 North Range 5 West New Westminster District Plan 86178	Meeting Room Attn: Jonathan Csanyi 8845 139 Street Surrey, B.C. V3V 5X3
North Richmond Alliance Church (063-418-009) 9140 Granville Avenue	PID 017-691-842 Lot 1 (BF53537) Section 15 Block 4 North Range 6 West New Westminster Plan 7631	North Richmond Alliance Church 9140 Granville Avenue Richmond, B.C. V6Y 1P8
Our Saviour Lutheran Church of Richmond (061-166-000) 6340 No. 4 Road	PID 010-899-294 Parcel 1 of Section 11 Block 4 North Range 6 West New Westminster District Plan 77676	Our Saviour Lutheran Church of Richmond 6340 No. 4 Road Richmond, B.C. V6Y 2S9

SCHEDULE A to BYLAW 9046

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

SCHEDULE A to BYLAW 9046

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
Richmond Pentecostal Church (060-300-000) 9300 Westminster Highway	PID 024-957-828 Parcel C Section 10 Block 4 North Range 6 West New Westminster District Plan 48990	Pentecostal Assemblies of Canada 9300 Westminster Highway Richmond, B.C. V6X 1B1
Richmond Presbyterian Church (094-627-007) 7111 No. 2 Road	PID 009-213-244 Lot 110 of Section 13 Block 4 North Range 7 West New Westminster District Plan 24870	Trustees of Richmond Congregation of Presbyterian Church 7111 No. 2 Road Richmond, B.C. V7C 3L7
Richmond Sea Island United Church (082-454-062) 8711 Cambie Road	PID 011-031-182 Lot 3 Sections 27 and 28 Block 5 North Range 6 West New Westminster District Plan 4037	Congregation of the Richmond United Church of Canada 8711 Cambie Road Richmond, B.C. V6X 1K2
The Salvation Army Richmond (006-497-000) 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 10131 Bird Road Richmond, B.C. V6X 1N4

SCHEDULE A to BYLAW 9046

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 (046-082-008) 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
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 9046

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
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%
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%

Bylaw 9046
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 9046

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
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 (014-575-000) 840 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 9046

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%

CNCL - 444

PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 9046

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 (024-195-007) 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 9046

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) (054-132-000) 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	80.3% 715.7 m ²	19.7% 175.3 m ²

Bylaw 9046
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 9046

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) 6640 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	Remaining portion of land	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 9046

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%

CNCL - 448

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

SCHEDULE B to BYLAW 9046

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	<p>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</p> <p>PID 013-082-566 North Easterly 5 and 1/5th Square Chains Section 2 Block 3 North Range 6 West New Westminster District Except: Part Dedicated Road by Plan LMP54152</p> <p>PID 015-342-433 Parcel D (Explanatory Plan 1980) Section 2 Block 3 North Range 6 West New Westminster District</p> <p>PID 015-725-880 Parcel "G" (Reference Plan 2870) Section 2 Block 3 North Range 6 West New Westminster District</p>	Science of Spirituality SKRM Inc. 9100 Van Home Way Richmond, B.C. V6X 1W3	50% 385 m ²	50% 385 m ²	100%	0%

CNCL - 449

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

SCHEDULE B to BYLAW 9046

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 9046

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) 12411 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 9046

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%
Thragu Monastery Association (025-193-000) 8140 No. 5 Road Richmond, B.C. V6Y 2V4	PID 027-242-838 Lot A Section 19 Block 4N Range 5W New Westminster District Plan BCP32842	Thragu 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
Thragu 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	Thragu 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%

Bylaw 9046
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 9046

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 (054-438-000) 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 1J8	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 9046

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 1J8	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 1J8	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 9046

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) 20451 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 Bhundell 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 9046

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 (025-076-081) 5240 Woodwards 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 Woodwards 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 9046

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 (029-300-034) 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 9046

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	TENANTS MAILING ADDRESS
(057-573-004) 7900 Alderbridge Way	PID 000 658 766 Lot 39 Section 5 Block 4 North Range 6 West New Westminster District Plan 34152	That portion of the property occupied by the Ismaili Jamatkhama and Centre	Ismaili Council for British Columbia The Ismaili Jamatkhama and Centre 4010 Canada Way Burnaby, B.C. V5G 1G8
(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) 3251 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 C2154 - 3211 Grant McConachie Way Richmond, B.C. V7B 0A4

SCHEDULE E to BYLAW 9046

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

CNCL - 459

SCHEDULE F to BYLAW 9046

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
(094-391-000) 7641 Langton Road	PID 004 700 368 Lot 11 Section 13 Block 4 North Range 7 West NWD Plan 19107	Development Disabilities Association 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(049-371-000) 4861 Williams Road	PID 004 864 077 Lot 4 Section 26 Block 4 North Range 7 West NWD Plan 17824	Greater Vancouver Community Service Society Attention: Mary Norris 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 Menonite 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 120 – 13575 Commerce Parkway Richmond BC V6V 2L1
(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

SCHEDULE F to BYLAW 9046

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	OWNER/HOLDER'S MAILING ADDRESS
(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
(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
(100-370-125) 5620 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
(092-575-028) 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

SCHEDULE F to BYLAW 9046

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	OWNER/HOLDER'S MAILING ADDRESS
(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

CNCL - 462

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

SCHEDULE G to BYLAW 9046

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

CNCL - 463

SCHEDULE H to BYLAW 9046

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 I	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
(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
(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

CNCL - 464

SCHEDULE H to BYLAW 9046

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(093-050-002) 5011 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

CNCL - 465

SCHEDULE I to BYLAW 9046

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(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
(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

SCHEDULE I to BYLAW 9046

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(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
(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
(057-990-001) 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
(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 9046

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
(031-568-086) 14141 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
(031-569-003) 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



**INTER-MUNICIPAL BUSINESS LICENCE BYLAW No 9040,
Amendment Bylaw No. 9047**

The Council of the City of Richmond enacts as follows:

1. **Inter-municipal Business Licence Bylaw No. 9040**, is amended by:
 - (a) adding the following as section 19:

“19. Despite any other provision of this Bylaw, an *Inter-municipal Business Licence* granted in accordance with this Bylaw does not grant the holder a licence to operate in any jurisdiction other than within the jurisdictional boundaries of the *Participating Municipalities*. A business licence granted under any other inter-municipal business licence scheme is deemed not to exist for the purposes of this Bylaw even if a *Participating Municipality* is a participating member of the other inter-municipal business licence scheme.”
 - (b) re-numbering the existing sections 19, 20 and 21 as sections 20, 21 and 22 respectively.
2. This Bylaw is cited as “**Inter-municipal Business Licence Bylaw No. 9040, Amendment Bylaw No. 9047**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

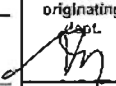

MAYOR

SEP 23 2013

SEP 23 2013

SEP 23 2013

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating dept.

APPROVED for legality by Solicitor




**Development Permit Panel
Wednesday, October 16, 2013**

Time: 3:30 p.m.
Place: Council Chambers
Richmond City Hall
Present: Joe Erceg, Chair
Dave Semple, General Manager, Community Services
John Irving, Director, Engineering

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

1. Minutes

It was moved and seconded

That the minutes of the meeting of the Development Permit Panel held on Wednesday, September 11, 2013, be adopted.

CARRIED

2. Development Permit DP 13-631492
(File Ref. No.: DP 13-631492) (REDMS No. 3977245)

APPLICANT: Polygon Development 269 Ltd.

PROPERTY LOCATION: 9311, 9331, 9393, 9431, 9451 and 9471 Alexandra Road

INTENT OF PERMIT:

1. To permit the construction of a 547 unit apartment complex and one indoor amenity building at 9311, 9331, 9393, 9431, 9451 and 9471 Alexandra Road on a site zoned "Low Rise Apartment (ZLR25) – Alexandra Neighbourhood (West Cambie)"; and
2. To vary the provisions of Richmond Zoning Bylaw 8500 to increase the maximum building height from 21.50 metres to a maximum of 22.24 metres to support an architectural pop up roof treatment at the lobby entrance and corners of each building.

Development Permit Panel

Wednesday, October 16, 2013

Applicant's Comments

Robin Glover, Polygon, and Karen Smith, Robert Ciccozzi Architecture, Inc., provided background information on the proposed development and highlighted the following:

- 547 residential units are distributed into four L-shaped buildings;
- breaks of the buildings are symmetrically arranged across the streets and the Alexandra Way Greenway;
- a single-storey indoor amenity building is proposed in the central internal courtyard;
- the main entrance to the indoor amenity building is off Alexandra Road;
- there are extensive terracing and landscaping along all street frontages;
- Alexandra Way Greenway rises towards the centre providing a flat connection to the internal courtyard; and
- the two entrances to the parkade are located at Tomicki Avenue and May Drive.

Ms. Smith also provided details on the architectural form and character of the proposed development.

In reply to a query from the Panel, Ms. Smith advised that there are elevations facing the Alexandra Way Greenway.

Bryce Gauthier, Sharp and Diamond Landscape Architecture, Inc., reviewed the details of the important landscaping aspects of the project which include the streetscape, the outdoor amenity area and the public connections to the site.

Panel Discussion

In reply to queries from the Panel, the following additional information was provided:

- the central courtyard can be accessed by wheelchair at the midpoint of Alexandra Way Greenway and through the elevators at the main lobbies;
- the children's play area includes a play lawn, a play mound, a seating edge, a grass berm with tubular slides and three play toys;
- the elevation along Alexandra Road has the lowest interface with the sidewalk;
- there is a high brick wall behind the loading bay along May Drive and Tomicki Avenue;
- proposed finishing for the exposed areas of the podium above the street level includes architectural concrete finish and other finishes that match the building;
- there are constraints in bringing the sidewalks higher relative to the podium; and
- 46 universal housing units in various unit types would be located throughout the proposed development.

In response to a further query from the Panel, Ms. Smith reviewed the roof details for the proposed development.

Development Permit Panel

Wednesday, October 16, 2013

Staff Comments

Wayne Craig, Director of Development, commented that the proposed development will connect to the Alexandra District Energy Utility. The applicant also agreed to a Transportation Demand Management package. Twenty percent of all parking stalls will provide electric charging for electric vehicles. Electric plug-ins will also be provided for electric bicycles. The proposed development is designed to meet aircraft noise mitigation standards. The Servicing Agreements require the applicant to construct the road and frontage improvements for all street frontages. Improvements along the Tomicki Avenue and Alexandra Road frontages will also be undertaken by the applicant for the continuation of the Alexandra Way Greenway.

In response to a query from the Panel, Mr. Craig advised that Planning staff will work with Engineering staff for further design improvements with regard to road elevations.

Correspondence

Richard Wang, 408 – 9299 Tomicki Avenue (Schedule 1)

Mr. Craig advised that the correspondent expressed opposition to the proposed development due to the projected increase in population density of the area and the inadequate facilities in the area to serve a larger population.

Gallery Comments

None.

Panel Discussion

The Panel commended the applicant for a well resolved project and good attention to detail, noting the good use of space in the internal courtyard and the welcoming Alexandra Way Greenway. The Panel also noted that the proposed development fits well into the Alexandra Neighbourhood and requested the applicant to give further attention to streetscape elevation details.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would:

1. *Permit the construction of a 547 unit apartment complex and one indoor amenity building at 9311, 9331, 9393, 9431, 9451 and 9471 Alexandra Road on a site zoned "Low Rise Apartment (ZLR25) – Alexandra Neighbourhood (West Cambie)"; and*
2. *Vary the provisions of Richmond Zoning Bylaw 8500 to increase the maximum building height from 21.50 metres to a maximum of 22.24 metres to support an*

Development Permit Panel
Wednesday, October 16, 2013

architectural pop up roof treatment at the lobby entrance and corners of each building.

CARRIED

3. Development Permit DP 13-634493

(File Ref. No.: DP 13-634493) (REDMS No. 3948829)

APPLICANT: Richmond Inn Investments Ltd.

PROPERTY LOCATION: 7551 Westminster Highway

INTENT OF PERMIT:

1. To permit the construction of a 1,651 m² (17,768 ft²) building addition at the south-west corner of the existing hotel for a conference centre and moving the existing liquor store within the building at 7551 Westminster Highway on a site zoned Downtown Commercial (CDT1); and
2. To vary the provisions of Richmond Zoning Bylaw 8500 to:
 - a) reduce required off-street parking from 439 to 412 parking spaces.

Applicant's Comments

Douglas Massie, Chercover Massie and Associates, Ltd., provided background information on the proposed addition to the existing Sheraton Hotel complex, noting that the project would (i) increase by more than double the hotel's current conference space, making it one of the largest conference venues in the City, (ii) boost the City's hotel industry, and (iii) enable the hotel to recover lost opportunities in the conference hosting business.

Robert Weber, Chercover Massie and Associates, Ltd., provided details on site planning and architectural form and character of the proposed building addition and highlighted the following:

- the proposed addition is approximately 18,000 sq.ft. including a new 10,000 sq.ft. conference hall with ancillary spaces;
- the existing liquor store will be relocated within the building;
- the design of the building creates a welcoming feel and encourage people to use the facilities in the building for weddings, exhibitions and conventions;
- sustainability features include solar heating in the window wall, large overhangs to provide sun shield, strategic location of the mechanical room to harvest warm air, and roofing material made of concrete topped rigid insulation panel board;
- large overhangs provide noise protection to the neighbourhood;
- red cedar soffits with lighting underneath provide a welcoming experience at night;

Development Permit Panel

Wednesday, October 16, 2013

- a LED sign will be installed to announce the events taking place in the conference centre;
- colours of proposed building materials will match the existing materials used on the hotel; and
- stucco will be used as a building material.

Mark Vaughan, Vaughan Landscape Planning, stated that proposed landscaping include (i) relocating all existing trees within the subject site; (ii) providing a new two meter wide sidewalk along the subject site's Westminster Highway frontage; (iii) replacing the existing trees along the Westminster Highway frontage with more appropriate tree species; (iv) planting of a hedge at the southeast corner of the subject site; and (v) providing three pedestrian accesses from Westminster Highway to the proposed building addition.

Panel Discussion

In reply to queries from the Panel the following additional information was provided:

- the locations for the proposed pedestrian entries are currently on raised concrete and will be lowered to accommodate the proposal;
- the applicant would consider widening the sidewalk on the south side of the relocated liquor store to provide convenient access for pedestrians coming from the proposed conference centre;
- there is adequate parking on-site even during peak demand periods and signage for additional parking in other parking areas within the site are provided; and
- the applicant considered a green roof for the proposed conference centre but it is not possible due to structural issues.

Staff Comments

Wayne Craig, Director of Development, advised that Transportation Division staff reviewed the Parking Impact Assessment report prepared for the applicant and agreed with the finding that existing parking facilities shared between three neighbouring hotels are sufficient during peak demand periods. Mr. Craig also stated that Transportation Demand Management measures agreed to by the applicant include provisions for (i) five electric car charging stalls, (ii) a new sidewalk on Westminster Highway, (iii) a new crosswalk on Elmbridge Way and Cedarbridge Way, and (iv) an upgraded traffic signal at Alderbridge Way and Westminster Highway.

Correspondence

Lei Pan, 503 – 7373 Westminster Highway (Schedule 2)

Development Permit Panel

Wednesday, October 16, 2013

Mr. Craig advised that the correspondent expressed concern regarding the potential noise from the rooftop mechanical unit on the proposed conference centre.

In response to a query from the Panel, the applicant reviewed the proposed roofing for the conference centre.

Gallery Comments

None.

Panel Discussion

The Panel expressed support for the proposed project and commended the applicant for its work on the proposed building addition, noting that it will be a welcome addition to the existing hotel complex. The proposed conference centre will also help bring the hotel building closer to the street and generate more activities.

With regard to the concerns raised by the Panel, the applicant was directed to consult with staff and submit an amended plan showing roof details of the proposed conference centre and the widening of the sidewalk on the south side of the relocated liquor store prior to the development permit application moving forward for Council consideration.

4:

Panel Decision

It was moved and seconded

That a Development Permit be issued which would:

1. *Permit the construction of a 1,651 m² (17,768 ft²) building addition at the south-west corner of the existing hotel for a conference centre and moving the existing liquor store within the building at 7551 Westminster Highway on a site zoned Downtown Commercial (CDT1); and*
2. *Vary the provisions of Richmond Zoning Bylaw 8500 to:*
 - a) *reduce required off-street parking from 439 to 412 parking spaces.*

CARRIED

4. New Business

None.

5. Date Of Next Meeting: Wednesday, October 30, 2013

Development Permit Panel
Wednesday, October 16, 2013

6. Adjournment

It was moved and seconded

That the meeting be adjourned at 4:30 p.m.

CARRIED

Certified a true and correct copy of the
Minutes of the meeting of the
Development Permit Panel of the Council
of the City of Richmond held on
Wednesday, October 16, 2013.

Joe Erceg
Chair

Rustico Agawin
Auxiliary Committee Clerk

Mayor and Councillors

From: Webgraphics
Sent: Tuesday, 15 October 2013 7:04 PM
To: Mayor and Councillors
Subject: Send a Submission Online (response #746)

Categories: 08-4105-20-2013631492 - 9311-9471 Alexandra Road

To Development Permit Panel	
Date:	<u>Oct 16, 2013</u>
Item #	<u>2</u>
Re:	<u>9311, 9331, 9393, 9431, 9451, 9471 Alexandra Rd</u> <u>DP 13-631492</u>

Send a Submission Online (response #746)

Survey Information

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	10/15/2013 7:13:27 PM

Survey Response

Your Name	Richard WANG
Your Address	408-9299 Tomicki Ave, Richmond
Subject Property Address OR Bylaw Number	9311, 9331, 9393, 9431, 9451 and 9471 Alexandra Rd
Comments	I already get the flyer from Polygon said that Alexandra Neighbourhood will start to build soon, so I know the public hearing actually has no meaning. Governments and developers will always be consistent with the same interests. But I still want to say NO to this project. High population density and inadequate facilities, will make here a discordant community where the crime rate increases, deterioration of the environment has been shown.



Schedule 2 to the Minutes of
the Development Permit
Panel Meeting of Wednesday,
October 16, 2013.

To Development Permit Panel
Date: <u>Oct 16 /13</u>
Item # <u>3</u>
Re: <u>7551 Westminister Hwy</u>
<u>DP-634493</u>

October 16, 2013

Mr. David Weber
Director, City Clerk's Office
City of Richmond

Dear Sir:

Re: DP 13-634493

I am Lei Pan, the owner of #503 7373 Westminister Hwy, Richmond BC.

All the east windows in my unit facing the building, it will be too noisy for me. If the air condition unit and other devices on the roof of the building (conference centre), I can not stand the noise.

So, I **do not** agree with the above development permit. Your favorable consideration regarding my opinion will be highly appreciated.

Sincerely yours,

Lei Pan

Lei Pan



CNCL - 478



City of Richmond

Report to Council

To: Richmond City Council

Date: October 23, 2013

From: Joe Erceg, MCIP
Chair, Development Permit Panel

File: 01-0100-20-DPER1-
01/2013-Vol 01

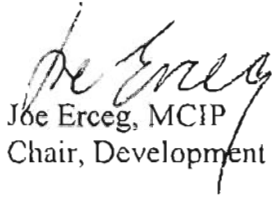
Re: Development Permit Panel Meeting Held on October 16, 2013

Staff Recommendation

That the recommendation of the Panel to authorize the issuance of:

- i. a Development Permit (DP 13-631492) for the properties at 9311, 9331, 9393, 9431, 9451 and 9471 Alexandra Road;

be endorsed, and the Permit so issued.



Joe Erceg, MCIP
Chair, Development Permit Panel

DJ:blg

Panel Report

The Development Permit Panel considered the following item at its meeting held on October 16, 2013.

DP 13-631492 – POLYGON DEVELOPMENT 269 LTD. – 9311, 9331, 9393, 9431, 9451 AND 9471 ALEXANDRA ROAD
(October 16, 2013)

The Panel considered a Development Permit application to permit the construction of a 547 unit apartment complex on a site zoned “Low Rise Apartment (ZLR25) – Alexandra Neighbourhood (West Cambie)”. A variance is included in the proposal for increased building height at the lobby entrance and corners of each building.

Developer, Robin Glover, of Polygon, Architect, Karen Smith, of Robert Ciccozzi Architecture Inc., Landscape Architect, Bryce Gauthier, of Sharp and Diamond Landscape Architecture, Inc., provided a brief presentation of the proposal, highlighting:

- A single-storey indoor amenity building is proposed in the central internal courtyard.
- There are extensive terracing and landscaping along all street frontages.
- Alexandra Way Greenway rises towards the centre providing a flat connection to the internal courtyard.

In reply to queries from the Panel, the following additional information was provided:

- The central courtyard can be accessed by wheelchair at the midpoint of Alexandra Way Greenway and through the elevators at the main lobbies.
- The children's play area includes a play lawn, a play mound, a seating edge, a grass berm with tubular slides, and three (3) play toys.
- There is a high brick wall behind the loading bay along May Drive and Tomicki Avenue.
- There are constraints in bringing the sidewalks higher relative to the podium. Proposed finishing for the exposed areas of the podium above the street level includes architectural concrete finish and other finishes that match the building.
- 46 universal housing units are located in various unit types throughout the development.

Staff supported the Development Permit application and requested variances. Staff advised that:

- The proposed development will connect to the Alexandra District Energy Utility.
- The applicant has agreed to a Transportation Demand Management package including 20% of all parking stalls having electric charging for electric vehicles and electric plug-ins for electric bicycles.
- The proposed development is designed to meet aircraft noise mitigation standards.

- The Servicing Agreements require the applicant to construct improvements across their frontages including roads, and Alexandra Way Greenway with connections along Tomicki Avenue and Alexandra Road frontages.

In response to a Panel query, staff advised that Planning Department staff will work with Engineering Department staff for further design improvements with regard to road elevations.

Correspondence was received from a Tomicki Avenue resident, expressing opposition to the proposed development due to the projected increase in population density of the area and the inadequate facilities in the area to serve a larger population.

The Panel commended the applicant for a well resolved project and good attention to detail, noting the good use of space in the internal courtyard and the interface with the Alexandra Way Greenway. The Panel also noted that the proposed development fits well into the Alexandra Neighbourhood and requested the applicant to give further attention to streetscape elevation details.

The Panel recommends that the Permit be issued.



City of Richmond

Report to Council

To: Richmond City Council
From: Robert Gonzalez
Chair, Development Permit Panel

Date: October 23, 2013
File: 01-0100-20-DPER1-
01/2013-Vol 01

Re: Development Permit Panel Meeting Held on April 24, 2013

Staff Recommendation

That the recommendation of the Panel to authorize the issuance of:

- i. a Development Permit (DP 13-631971) for the property at 10880 Granville Avenue;
- be endorsed, and the Permit so issued.

Robert Gonzalez
Chair, Development Permit Panel

SB:blg

Panel Report

The Development Permit Panel considered the following item at its meeting held on April 24, 2013.

DP 13-631971 – BALJIT DHILLON AND GURDIAL DALE BADH
– 10880 GRANVILLE AVENUE
(April 24, 2013)

The Panel considered a Development Permit application to permit the construction of a septic field that will partially encroach into an Environmentally Sensitive Area (ESA) in the rear of the property, zoned Agricultural District (AG1).

Karla Graf, of Triton Environmental Consultants Ltd., provided the following information regarding the application:

- It was not possible to place the septic field in the northern part of the property due to the Riparian Management Area (ditch) that runs along the front portion of the property.
- Two (2) trees will need to be removed to accommodate the septic field and will be compensated with tree and shrub plantings throughout the remaining ESA area.
- There is an approximate encroachment of 30 m² to the ESA area.

Staff supported the Development Permit application and advised that correspondence had been received from the consulting engineer explaining why it was not possible to place the septic field in the front of the property; which would have avoided encroachment into the ESA.

In response to a Panel query, it was noted that the land is not being removed from the ESA, rather an encroachment of the septic field into the ESA is requested. It was further noted that there may be five (5) smaller lots in the immediate area that may encounter a similar situation.

In reply to a query, realtor, Mr. Dale Badh, advised that the septic bed would be raised by approximately 2 ft. The septic field would be covered with grass and various plantings.

No correspondence was submitted to the Panel regarding the Development Permit application.

The Panel recommends that the Permit be issued.