



City Council

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

**Tuesday, November 12, 2013
7:00 p.m.**

Pg. #

ITEM

MINUTES

1. (1) *Motion to adopt the minutes of the Regular Council meeting held on Monday, October 28, 2013 (distributed previously); and*
- CNCL-15 (2) *Motion to receive for information the Metro Vancouver 'Board in Brief' dated Friday, October 25, 2013.*



AGENDA ADDITIONS & DELETIONS

PRESENTATION

Connie Baxter, Supervisor, Museum and Heritage Sites, to provide an update on Richmond Heritage.

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. 23.)

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
- Investment Policy Amendment
- Amendments to the 5 Year Financial Plan (2013-2017) Bylaw No. 8990
- 2014 Council and Committee Meeting Schedule
- Minoru Older Adults and Aquatic Centre Site Selection
- Loan Authorization Bylaw
- Sales centre License Agreement between the City of Richmond and Polygon Development 192 Ltd.
- Consultation Plan for Major Recreational Facilities Development
- Alexandra Neighbourhood Public Art Plan
- Development of a New Long-Term Federal Plan to Fix Canada's Housing Crunch
- Appointment of Approving Officer
- Land use applications for first reading (to be further considered at the Public Hearing on Monday, December 16, 2013):
 - 3800 and 3820 Blundell Road – Rezone from RD1 to RS2/B (Khalid Hasan – applicant)
 - 8451 Bridgeport Road – Rezone from IL to ZC33 (Hotel Versante Ltd. – applicant)

Council Agenda – Tuesday, November 5, 2013

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ITEM

- Managing Medical Marijuana Production Facilities, and Research and Development Facilities in Agricultural and Urban Areas

5. ***Motion to adopt Items 6 through 19 by general consent.***

☐

Consent
Agenda
Item

6. **COMMITTEE MINUTES**

That the minutes of:

- CNCL-22 (1) *the Finance Committee meeting held on Monday, November 4, 2013;*
- CNCL-24 (2) *the Parks, Recreation & Cultural Services Committee meeting held on Tuesday, October 29, 2013;*
- CNCL-32 (3) *the General Purposes Committee meeting held on Monday, November 4, 2013;*
- CNCL-42 (4) *the Planning Committee meeting held on Tuesday, November 5, 2013;*

be received for information.

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Consent
Agenda
Item

7. **INVESTMENT POLICY AMENDMENT**
(File Ref. No. 03-0900-01) (REDMS No. 3987488 v.3)

CNCL-49

See Page CNCL-49 for full report

FINANCE COMMITTEE RECOMMENDATION

That Council Policy 3703 (Investment Policy) be amended as set out in Attachment C of the staff report titled Investment Policy Amendment dated October 17, 2013 from the Director, Finance.

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Consent
Agenda
Item

8. **AMENDMENTS TO THE 5 YEAR FINANCIAL PLAN (2013-2017)
BYLAW NO. 8990**
(File Ref. No. 12-8060-20-8990/9060) (REDMS No. 3981154 v.4)

CNCL-66

See Page CNCL-66 for full report

FINANCE COMMITTEE RECOMMENDATION

That the 5 Year Financial Plan (2013-2017) Bylaw No. 8990, Amendment Bylaw No. 9060 which would incorporate and put into effect changes previously approved by Council and administrative changes to the 2013 Capital, Utility and Operating Budgets (as summarized in Attachment 1), be introduced and given first, second and third readings.



Consent
Agenda
Item

9. **2014 COUNCIL AND COMMITTEE MEETING SCHEDULE**

(File Ref. No. 01-0105-00) (REDMS No. 3962696)

CNCL-84

See Page CNCL-84 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That the 2014 Council and Committee meeting schedule, attached to the staff report dated October 10, 2013, from the Director, City Clerk's Office, be approved, including the following revisions as part of the regular August meeting break and December holiday season:

- (1) *That the Regular Council meetings (open and closed) of August 11 and August 25, 2014 be cancelled; and*
- (2) *That the August 18, 2014 Public Hearing be re-scheduled to Tuesday, September 2, 2014 at 7:00 pm in the Council Chambers at Richmond City Hall.*



Consent
Agenda
Item

10. **MINORU OLDER ADULTS AND AQUATIC CENTRE SITE SELECTION**

(File Ref. No. 06-2055-20-007) (REDMS No. 4008734 v.3)

CNCL-88

See Page CNCL-88 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That Parts 1(a) through 1(d) of the resolution adopted on June 24, 2013 relating to the Major Capital Facilities Program Phase 1 be replaced with Option 2, a co-located Aquatics and Older Adults' Centre at Minoru 2 Field in Minoru Park, as described in the staff report titled "Minoru Older Adults and Aquatic Centre Site Selection" dated October 30, 2013 from the General Manager, Community Services, and the General Manager, Engineering & Public Works; the revised resolution would now read:*

- (1) *the following Major Capital Facilities Program Phase 1 projects be endorsed and included in the City's 2014 budget process for Council consideration as described in the staff report titled "Major Capital Facilities Program Phase 1" dated May 31, 2013 from the Director, Engineering:*
 - a. *A co-located Aquatics and Older Adults' Centre at Minoru 2 Field in Minoru Park (as shown in Attachments 4 & 5 and described in the staff report titled "Minoru Older Adults and Aquatic Centre Site Selection" dated October 30, 2013 from the General Manager, Community Services, and the General Manager, Engineering & Public Works);*
 - b. *Replacement of Firehall No. 1 at the corner of Granville Avenue and Gilbert Road;*
- (2) *the funding strategy outlined in Option 3 of this report be endorsed on the basis that the City would borrow \$50 million with a 10-year amortization with the balance to be taken from the City's Reserves;*
- (3) *an amendment to the City's Five Year Financial Plan (2013-2017) to include \$3.5 million for advanced design of the Major Capital Facilities Program Phase 1 with funding to come from the City's revolving fund be brought forward for Council consideration;*
- (4) *an amendment to the City's Five Year Financial Plan (2013-2017) to include \$500,000 for advanced construction of the City Centre Community Centre Tenant Improvements with funding to come from the City's revolving fund be brought forward for Council consideration;*
- (5) *staff bring forward the balance of the list of the capital facilities priorities for examination; and*
- (6) *staff provide details of the full consultation plans and report through the General Purposes Committee.*
- (2) ***That the following be referred to staff for analysis:***
 - (a) ***future aquatic needs including consideration of the future of Riverport, Lot 5, and other sites;***
 - (b) ***the plan for the existing sites of the Aquatic Centre and the Older Adults' Centre and the balance of facilities within Minoru Park; and***
 - (c) ***the future traffic and parking plan for the Minoru area.***



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Consent
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Item

11. **LOAN AUTHORIZATION BYLAW**
(File Ref. No. 12-8060-20-9074/9075/9076) (REDMS No. 3948488 v.7)

CNCL-107

See Page **CNCL-107** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That the Integrated Older Adults' Centre, Aquatic Centre and Minoru Pavilion Loan Authorization Bylaw No. 9075 be introduced and given first, second and third readings.



Consent
Agenda
Item

12. **SALES CENTRE LICENSE AGREEMENT BETWEEN THE CITY OF RICHMOND AND POLYGON DEVELOPMENT 192 LTD.**
(File Ref. No. 06-2280-20-285) (REDMS No. 4005624 v.3)

CNCL-121

See Page **CNCL-121** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That:

- (1) *if 8311 Cambie Road is transferred to the City as part of rezoning application RZ 11-591985, then the City enter into a license agreement with Polygon Development 192 Ltd. ("Polygon") to permit Polygon to use a portion (approximately ±3,505 sq. ft. for the building area plus ±3,854 sq. ft. for parking area) of 8311 Cambie Road for a two year period with 1 (one) 6-month renewal option at a rate of \$3.60 per square foot per annum (estimated at \$26,492 per annum), as per the terms described in the staff report from the General Manager, Finance and Corporate Services dated October 17, 2013; and*
- (2) *staff be authorized to take all neccessary steps to complete the matter including authorizing the Chief Administrative Officer and the General Manager, Finance and Corporate Servcies to negotiate and execute all documentation to effect the transaction detatiled in the staff report dated October 17, 2013 from the General Manager, Finance and Corporate Services.*



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13. **CONSULTATION PLAN FOR MAJOR RECREATIONAL FACILITIES DEVELOPMENT**

(File Ref. No. 06-2055-20-007) (REDMS No. 4006043 v.4)

CNCL-128

See Page **CNCL-128** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That:

- (1) *the staff report titled Consultation Plan for Major Recreational Facilities Development, dated October 30, 2013 from the General Manager, Community Services be received for information; and*
- (2) *the terms of reference for the Major Recreational Facilities Development Advisory Committee, as detailed in Attachment 1 of the staff report titled Consultation Plan for Major Recreational Facilities Development, dated October 30, 2013 from the General Manager, Community Services be approved.*



Consent
Agenda
Item

14. **ALEXANDRA NEIGHBOURHOOD PUBLIC ART PLAN**

(File Ref. No. 11-7000-09-20-158) (REDMS No. 3979863)

CNCL-135

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

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION

That the Alexandra Neighbourhood Public Art Plan as presented in the staff report from the Director, Arts Culture & Heritage Services dated October 8, 2013 be approved as a guide for the placement of public art in the Alexandra Neighbourhood.



Consent
Agenda
Item

15. **DEVELOPMENT OF A NEW LONG-TERM FEDERAL PLAN TO FIX CANADA'S HOUSING CRUNCH**

(File Ref. No.)

CNCL-158

See Page **CNCL-158** for full report

PLANNING COMMITTEE RECOMMENDATION

WHEREAS a stable and secure housing system that creates and maintains jobs and allows for a range of living options is essential to attracting new workers, meeting the needs of young families and supporting seniors and our most vulnerable citizens; and

WHEREAS the high cost of housing is the most urgent financial issue facing Canadians with one in four people paying more than they can afford for housing, and mortgage debt held by Canadians now standing at just over \$1.1 trillion; and

WHEREAS housing costs and, as the Bank of Canada notes, household debt, are undermining Canadians' personal financial security, while putting our national economy at risk; and

WHEREAS those who cannot afford to purchase a home rely on the short supply of rental units, which is driving up rental costs and making it hard to house workers in regions experiencing strong economic activity; and

WHEREAS an inadequate supply of subsidized housing for those in need is pushing some of the most vulnerable Canadians on to the street, while \$1.7 billion annually in federal investments in social housing have begun to expire; and

WHEREAS coordinated action is required to prevent housing issues from being offloaded onto local governments and align the steps local governments have already taken with regard to federal/provincial/territorial programs and policies; and

WHEREAS, the Federation of Canadian Municipalities (FCM) has launched a housing campaign, "Fixing Canada's Housing Crunch," calling on the federal government to increase housing options for Canadians and to work with all orders of government to develop a long-term plan for Canada's housing future; and

WHEREAS FCM has asked its member municipalities to pass a council resolution supporting the campaign;

AND WHEREAS, our community has continuing housing needs to support a diverse range of residents to access affordable and appropriate housing choices, such as specialized subsidized rental with supports, affordable rental, and entry level homeownership, that can only be met through the kind of long-term planning and investment made possible by federal leadership;

THEREFORE BE IT RESOLVED that Council endorses the FCM housing campaign and urges the minister of employment and social development to develop a long-term plan for housing that puts core investments on solid ground, increases predictability, protects Canadians from the planned expiry of \$1.7 billion in social housing agreements and ensures a healthy stock of affordable rental housing for Canadians;

BE IT FURTHER RESOLVED that a copy of this resolution be sent to the Minister noted above, to Coralee Oakes, Minister of Community, Sport, and Cultural Development, to Alice Wong, MP – Richmond, to Kerry-Lynne Findlay, MP – Delta-Richmond East, to the Federation of Canadian Municipalities, to the Lower Mainland Local Government Association, to Richmond MLAs, to Wayne Wright, Chair, Metro Vancouver Housing Corporation Board, and to Don Littleford, Manager, Metro Vancouver Housing Corporation.



Consent
Agenda
Item

16. **APPOINTMENT OF APPROVING OFFICER**

(File Ref. No. 0172-02) (REDMS No. 4016488)

CNCL-162

See Page **CNCL-162** for full report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That the appointment of Brian Jackson as Approving Officer for the City, as per Item 7 of Resolution R08/15-4, adopted by Council on September 8, 2008, be rescinded; and*
- (2) *That Barry Konkin, Program Coordinator – Development, be appointed as Approving Officer in the absence of both Wayne Craig, Director of Development and Reg Adams, Approving Officer/Supervisor, Urban Development.*



Consent
Agenda
Item

17. **APPLICATION BY KHALID HASAN FOR REZONING AT 3800 AND 3820 BLUNDELL ROAD FROM TWO-UNIT DWELLINGS (RD1) TO SINGLE DETACHED (RS2/B)**

(File Ref. No. 12-8060-20-9069; RZ 13-641189) (REDMS No. 4021832)

CNCL-164

See Page **CNCL-164** for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9069, for the rezoning of 3800 and 3820 Blundell Road from “Two-Unit Dwellings (RD1)” to “Single Detached (RS2/B)”, be introduced and given first reading.



18. **APPLICATION BY HOTEL VERSANTE LTD. FOR REZONING AT 8451 BRIDGEPORT ROAD AND SURPLUS CITY ROAD FROM LIGHT INDUSTRIAL (IL) TO HIGH RISE OFFICE COMMERCIAL (ZC33) – (CITY CENTRE)**

(File Ref. No. 12-8060-20-7032/9065/9066; RZ 12-605272) (REDMS No. 4003079 v.4)

CNCL-180

See Page CNCL-180 for full report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That Richmond Zoning and Development Bylaw 5300, Amendment Bylaw 7032, be abandoned;*
- (2) *That Official Community Plan Bylaw 7100, Amendment Bylaw 9065 (City Centre Area Plan), to facilitate the construction of commercial uses at 8451 Bridgeport Road and City's surplus road, by:*
 - (a) *Amending the existing land use designation in the Generalized Land Use Map (2031), Specific Land Use Map: Bridgeport Village (2031), and reference maps throughout the Plan to redesignate the subject site and City's surplus road to "Urban Centre T5 (45m)";*
 - (b) *Amending the configuration of minor streets adjacent to the site in the Generalized Land Use Map (2031), Specific Land Use Map: Bridgeport Village (2031), and reference maps throughout the Plan to extend River Road from West Road to Bridgeport Road and re-align West Road between River Road and Bridgeport Road;*
 - (c) *Together with related minor map and text amendments in Schedule 2.10 of Official Community Plan Bylaw 7100 (City Centre Area Plan);*
be introduced and given first reading;
- (3) *That Bylaw 9065, 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;**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 Bylaw 9065, 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 9066 to: create "High Rise Office Commercial (ZC33) – (City Centre)"; and to rezone 8451 Bridgeport Road and City's surplus road from "Light Industrial (IL)" to "High Rise Office Commercial (ZC33) – (City Centre)"; be introduced and given first reading.*



Consent
Agenda
Item

19. **MANAGING MEDICAL MARIJUANA PRODUCTION FACILITIES, AND RESEARCH AND DEVELOPMENT FACILITIES IN AGRICULTURAL AND URBAN AREAS**

(File Ref. No.12-8060-20-9070/9072) (REDMS No. 4026259)

CNCL-241

See Page CNCL-241 for full report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That the City of Richmond request Health Canada to only consider issuing licences under the federal Marihuana for Medical Purposes Regulations (MMPR) in compliance with the City's Strategic Facility Management Approach contained in the staff report titled Managing Medical Marijuana Production Facilities, and Research and Development Facilities in Agricultural and Urban Areas dated October 30, 2013;*
- (2) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9071 (Medical Marihuana Regulation) be introduced and given first reading; and*
- (3) *That Bylaw 9071 be forwarded to the Agricultural Land Commission for comment in advance of the Public Hearing.*



**CONSIDERATION OF MATTERS REMOVED FROM THE
CONSENT AGENDA**

NON-CONSENT AGENDA ITEMS

20. **PROVINCIAL CORE REVIEW: PROTECTING AND ENHANCING THE AGRICULTURAL LAND COMMISSION AND RESERVE**
(File Ref. No.) (REDMS No. 4034239)

CNCL-278

See Page CNCL-278 for full report

STAFF RECOMMENDATION

- (1) *That the Richmond City Council reiterate to the Premier, Minister of Agriculture, and Minister responsible for the Core Review that during the Review, the Provincial Government should:*
- (a) *protect, enhance, adequately fund, and enforce the Agricultural Land Reserve, Agricultural Land Commission, and its policies; and*
 - (b) *enable consultation opportunities for City Council, the Richmond Agriculture Advisory Committee (AAC) and public; and*
- (2) *That copies of the letter be sent to all Members of the Legislative Assembly (MLAs), the Metro Vancouver Board and local governments, and the Port Metro Vancouver Board.*

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PUBLIC DELEGATIONS ON NON-AGENDA ITEMS

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

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CNCL-289

Nancy Trant, Richmond resident, to speak about the Agricultural Land Reserve.

22. *Motion to rise and report.*

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RATIFICATION OF COMMITTEE ACTION

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PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

CNCL-290 Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 8769**
(9160 No. 2 Road, RZ 10-516267)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – Cllr. Au and Cllr. Steves.

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CNCL-292 Housing Agreement (9500 Cambie Road) **Bylaw No. 8862**
Opposed at 1st/2nd/3rd Readings – None.

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CNCL-310 Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 9036**
(10011, 10111, 10199 and 10311 River Drive, ZT 12-611282)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – Cllr. Au.

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CNCL-313 Termination of Housing Agreement (Parc Riviera) **Bylaw No. 9037**
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – Cllr. Au.

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CNCL-315 Consolidated Fees Bylaw No. 8636, Amendment **Bylaw No. 9058**
Opposed at 1st/2nd/3rd Readings – None.

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23. RECOMMENDATION

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

- | | | |
|----------|-----|---|
| CNCL-352 | (1) | <i>That the minutes of the Development Permit Panel meeting held on Wednesday, October 30, 2013, and the Chairs' reports for the Development Permit Panel meetings held on August 28, 2013,</i> |
| CNCL-358 | | <i>October 30, 2013 and September 11, 2013, be received for information; and</i> |
| CNCL-362 | (2) | <i>That the recommendations of the Panel to authorize the issuance of:</i> |
| | (a) | <i>a Development Permit (DP12-615584) for the property at 7180 Gilbert Road;</i> |
| | (b) | <i>a Development Permit (DP 13-637525) for the property at 3600 Lysander Lane; and</i> |
| | (c) | <i>a Development Permit (DP 12-624891) for the property at 9160 No. 2 Road;</i> |
| | | <i>be endorsed, and the Permits so issued.</i> |



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BOARD IN BRIEF

For Metro Vancouver meetings on Friday, October 25, 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 - Parks

Burns Bog Ecological Conservancy Area - Canpotex Potash Export Terminal Wetland Habitat Compensation Plan Funding Potential for Research Strategy

Approved

Canpotex Terminals Ltd. and Prince Rupert Port Authority have developed a habitat compensation program to offset wetlands lost because of the construction of a potash export facility near Prince Rupert, B.C.

The program will provide \$195,000 to fund research projects about the Burns Bog Ecological Conservancy Area in Delta. The Board authorized staff to negotiate a memorandum of understanding with Canpotex, Prince Rupert Port Authority, Environment Canada and the Corporation of Delta.

Lower Mainland Green Team Funding Request

Declined

The Lower Mainland Green Team engages volunteers in educational hands-on activities, such as removing invasive plants, planting native plants and picking up litter. The non-profit group requested \$35,000 per year for three years in funding.

The Board voted to:

- a) decline the funding request from the Lower Mainland Green Team, and
- b) support continued collaboration between Metro Vancouver, the Lower Mainland Green Team and Pacific Parklands Foundation to advance common goals for fostering active citizen engagement in environmental and park stewardship initiatives.

Deas Island Regional Park – Massey Tunnel – Replacement Bridge Announcement

Received

Deas Island is a 91-hectare regional park located on the Fraser River in the Corporation of Delta. The south end of the Massey Tunnel surfaces on the Deas Slough side of the Island.



On Sept. 20, 2013, the Premier of B.C. announced that the Massey Tunnel would be replaced with a bridge, with start of construction planned for 2017. The portion of the proposed bridge on Deas Island appears to be located on land owned by the Province. Information provided by Metro Vancouver has identified potential impacts to the park and natural habitat.

Regional Park staff will continue to participate and provide feedback on park interests through the planning and design, construction and post construction phases of this replacement bridge development.

The Board received the report, for information.

Greater Vancouver Regional District

2013 TransLink Strategic Priorities Fund Application

Approved

Every year, TransLink submits a list of projects to the Union of British Columbia Municipalities (UBCM) for funding under the Strategic Priorities Fund Agreement (i.e. federal gas tax revenues allocated to the region).

This report provides comments and a recommendation on the list of TransLink projects to be submitted for funding under the Strategic Priorities Fund Agreement in 2013. For years 1 to 8, TransLink received \$676 million in committed funding from the Strategic Priorities Fund, of which \$349 million has been transferred to date from the committed Gas Tax restricted account toward approved Gas Tax projects.

The Board received a staff report and indicated that Metro Vancouver is unable to comment on the suggested priorities without more information about the specific projects listed.

The Board asked TransLink to make a presentation to the November 21st meeting of the Transportation Committee.

The Board also requested that TransLink submit to Metro Vancouver for consideration proposed amendments to prior year projects that require scope changes before submitted to review by the Gas Tax Management Committee.

Comments on the Proposed Bridge to Replace the George Massey Tunnel

Approved

On September 20, 2013, the Premier of British Columbia announced new bridge will replace the George Massey Tunnel on approximately the same alignment. A staff report provided comments based on published information from the Province, and the consultation that was undertaken over the past year.

A Board resolution:



- a) requested the Minister of Transportation and Infrastructure to demonstrate how the project scope, design, and performance of the proposed bridge to replace the George Massey Tunnel takes into careful consideration the effects on the implementation of the Regional Growth Strategy, Integrated Air Quality and Greenhouse Gas Management Plan, and Regional Transportation Strategy, and that measures be included to support, and not detract from, regional objectives.
- b) requested the TransLink Board provide Metro Vancouver with technical analysis and commentary on the potential transportation and emissions implications of expanding transportation capacity on the George Massey Tunnel corridor and effects with proximate Fraser River water crossings, including tolling and non-tolling scenarios, and the degree of consistency and support the proposed bridge would have on the Regional Growth Strategy, Integrated Air Quality and Greenhouse Gas Management Plan, the Regional Transportation Strategy, and Regional Goods Movement Strategy.
- c) directed staff to investigate in relation to the George Massey Tunnel replacement project the following:
 - the business plan;
 - the role of the port; and
 - the balance of phase 2 of the Gateway Program
 - potential for light rail transit
- d) requested the Corporation of Delta and other municipalities to provide Metro Vancouver with technical information and commentary on the work they have done on the matter.

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

Approved

This report examines the recently released draft federal policy on Additions-to-Reserve/Reserve Creation.

Staff identified several significant concerns including: legislative and jurisdictional barriers for providing utility services to Indian Reserves; lack of provisions for local government consultation, lack of processes to assist in the resolution of third party issues or disputes.

A Board resolution:

- a) endorsed the report; and
- b) conveyed the report to the federal Department of Aboriginal Affairs and Northern Development Canada, the provincial Ministry of Aboriginal Relations and Reconciliation, the Federation of Canadian Municipalities, and the Union of British Columbia Municipalities as the Board's endorsed comments on the revised draft federal policy on Additions-to-Reserve/Reserve Creation.



**Greater Vancouver Regional District Air Quality Management Bylaw No.
1082, 2008 – Staff Appointments**

Approved

Under a bylaw, Metro Vancouver appoints officers who investigate and enforce compliance with regulatory bylaws. The Board approved the appointment of Metro Vancouver employees Corey Pinder and Lynne Bosquet, as solid waste and air quality officers.

**Assessment of the Appropriateness of the Requirements of the
Agricultural Boilers Emission Regulation Bylaw No. 1098, 2008**

Approved

Metro Vancouver has a bylaw to address emissions from greenhouses that operate natural gas, propane or biomass fuelled boilers with a facility capacity of 50 megawatts (MW) or less. The BC Greenhouse Growers' Association and the United Flower Growers recently requested that Metro Vancouver consider amending the Bylaw to include cogeneration (heat and electricity) equipment, a technology that was not in common use at the time of the original bylaw.

The Board received a report for information and directed staff to proceed with consultation on potential changes to the bylaw.

Draft Sensitive Ecosystem Inventory Subregional Profiles

Received

The Board received a report titled Sensitive Ecosystem Inventory: Sub Regional Profiles, which provides an overview of the extent, type, location and quality of regional ecosystems.

**Correspondence Regarding Westridge Marine Terminal Preliminary
Design and Burrard Inlet Marine Environment**

Referred

The Board referred a report about Kinder Morgan Canada's proposed Westridge Marine Terminal to the Environment and Parks Committee.

GVRD Sustainability Innovation Fund Framework

Approved

In 2004, the GVRD Board approved a resolution to create four sustainability innovation funds – one for the regional utilities (Solid Waste, Sewerage and Drainage, Water) plus the GVRD.

The GVRD Sustainability Innovation Fund was created in 2005 to provide seed money for innovative projects supportive of regional sustainability objectives. The money comes from a GST rebate scheme, transfers of annual GVRD budget surpluses and earned interest.

The current balance is just over \$13 million and fund has yet to be used. The existing framework does not provide sufficient criteria for evaluating and prioritizing project proposals and does not articulate a decision making process for awarding funding.



The Board directed staff to draft a new framework for the management and use of the GVRD Sustainability Innovation Fund for Board consideration.

Resilient Cities 2013 Congress and Mayors Adaptation Forum, Bonn, Germany, May 31 – June 2, 2013

Received

The Board received a report summarizing Metro Vancouver Director Richard Walton and staff participation at ICLEI - Local Governments for Sustainability Resilient Cities 2013 Congress and Mayors Adaptation Forum, held in Bonn, Germany, May 31 - June 2, 2013.

Metro Vancouver 2013 Cultural Grants: Regional Projects

Approved

Each year, Metro Vancouver awards \$100,000 in grants to arts and culture organizations that serve the region.

The Board approved a total of \$100,000 to the following regional arts and culture groups:

- Carousel Theatre Society - \$2,500
- Children's Arts Umbrella Association - \$5,000
- Children of the Street - \$3,000
- Chor Leoni Men's Choir - \$5,000
- Dream Rider Theatre Society - \$5,000
- Elektra Women's Choir - \$2,500
- Full Circle First Nations Performance - \$5,000
- Great Northern Way Scene Shop and Arts Factory Society - \$5,000
- Music on Main Society - \$5,000
- North Vancouver Community Arts Council - \$5,000
- Pacific Cinematheque Pacific Society - \$5,000
- Peninsula Productions Society - \$2,500
- Port Moody Arts Centre Society - \$7,000
- Port Moody Heritage Society - \$2,500
- Richmond Art Gallery Society - \$5,000
- Rogue Folk Club - \$2,500
- Seismic Shift Arts Society - \$5,000
- Surrey Symphony Society - \$2,500
- Tara Rince - \$5,000
- The Documentary Media Society (Doxa) - \$5,000
- The frank theatre society - \$5,000
- Vancouver International Children's Society - \$5,000
- Vancouver Opera - \$5,000



Metro Vancouver External Agency Activities – Status Report October 2013

Received

The Board received the following reports from Metro Vancouver representatives to external organizations:

- a) Report on Fraser Basin Council from Director Barbara Steele;
- b) Report on the Sasamat Volunteer Fire Department from Councillor Michael Wright;
- c) Report on the Municipal Finance Authority of British Columbia from Directors M. Brodie, D. Corrigan, R. Walton, W. Wright, M Reid, D. Mussatto, M. Clay, R. Louie, J. Villeneuve, G. Moore

Delegation Executive Summaries Presented at Committee – October 2013

Referred

The Board referred a report containing a summary of a delegation to the Transportation Committee from John Douglas, Mayor of the City of Port Alberni regarding, to the Transportation and Regional Planning and Agriculture Committees.

Greater Vancouver Regional District Boilers and Process Heaters Emission Regulation Amending Bylaw No. 1190, 2013

Approved

Amendments to an Air Quality bylaw enable more biomass fuelled renewable and district energy systems. Systems that aim to reduce fossil fuel use help meet Metro Vancouver's air quality and climate change goals, while increasing public confidence in these systems and ensuring they do not introduce new human health, environmental, or related issues.

Greater Vancouver Sewerage and Drainage District

Regional Utilities Sustainability Innovation Fund

Approved

In 2004, the GVRD Board approved a resolution to create four sustainability innovation funds – one for the regional utilities (Solid Waste, Sewerage and Drainage, Water) plus the GVRD.

The Solid Waste and Sewerage and Drainage Sustainability Innovation Funds were created in 2005 to provide seed money for innovative projects supportive of regional sustainability objectives. The money comes from a GST rebate scheme, annual contributions and earned interest.

The current balances are \$14 million for Solid Waste and \$9.9 million for Sewerage & Drainage. These funds have yet to be used.

The Board directed staff to draft a new framework for the management and use of the Solid Waste and Sewerage and Drainage Sustainability Innovation Funds for the Board's consideration.

Greater Vancouver Water District

Regional Utilities Sustainability Innovation Fund

Approved

The Water Sustainability Innovation Fund was created in 2005 to provide seed money for innovative projects supportive of regional sustainability objectives. The money comes from a GST rebate scheme, annual contributions and earned interest.

The current balance of the Water fund is \$7.3 million and has yet to be used.

The Board directed staff to draft a new framework for the management and use of the Water Sustainability Innovation Fund for the Board's consideration.



Finance Committee

Date: Monday, November 4, 2013

Place: Anderson Room
Richmond City Hall

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

Absent: Councillor Chak Au

Call to Order: The Chair called the meeting to order at 5:18 p.m.

MINUTES

It was moved and seconded

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

CARRIED

FINANCE AND CORPORATE SERVICES DEPARTMENT

1. INVESTMENT POLICY AMENDMENT

(File Ref. No. 03-0900-01) (REDMS No. 3987488 v.3)

Jerry Chong, Director, Finance, advised that the report is a request to change the current investment policy. The policy follows the rules and regulations under the Charter but provides additional flexibility to increase yield.

Finance Committee
Monday, November 4, 2013

It was moved and seconded

That Council Policy 3703 (Investment Policy) be amended as set out in Attachment C of the staff report titled Investment Policy Amendment dated October 17, 2013 from the Director, Finance.

CARRIED

2. AMENDMENTS TO THE 5 YEAR FINANCIAL PLAN (2013-2017)
BYLAW NO. 8990

(File Ref. No. 12-8060-20-8990/9060) (REDMS No. 3981154 v.4)

It was moved and seconded

That the 5 Year Financial Plan (2013-2017) Bylaw No. 8990, Amendment Bylaw No. 9060 which would incorporate and put into effect changes previously approved by Council and administrative changes to the 2013 Capital, Utility and Operating Budgets (as summarized in Attachment 1), be introduced and given first, second and third readings.

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:19 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Finance Committee of the Council of the City of Richmond held on Monday, November 4, 2013.

Mayor Malcolm D. Brodie
Chair

Heather Howey
Committee Clerk



Parks, Recreation & Cultural Services Committee

Date: Tuesday, October 29, 2013

Place: Anderson Room
Richmond City Hall

Present: Councillor Harold Steves, Chair
Councillor Ken Johnston
Councillor Linda Barnes
Councillor Evelina Halsey-Brandt
Mayor Malcolm Brodie

Absent: Councillor Bill McNulty

Also Present: Councillor Chak Au
Councillor Linda McPhail

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Parks, Recreation and Cultural Services Committee held on Tuesday, September 24, 2013, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Tuesday, November 26, 2013, (tentative date) at 4:00 p.m. in the Anderson Room

COMMUNITY SERVICES DEPARTMENT

1. ALEXANDRA NEIGHBOURHOOD PUBLIC ART PLAN

(File Ref. No. 11-7000-09-20-158) (REDMS No. 3979863)

Eric Fiss, Public Art Planner, advised that the Alexandra Neighbourhood Public Art Plan is the second in a series of local area plans that would serve as a guide for the placement of public art in the rapidly developing Alexandra neighbourhood.

It was moved and seconded

That the Alexandra Neighbourhood Public Art Plan as presented in the staff report from the Director, Arts Culture & Heritage Services dated October 8, 2013 be approved as a guide for the placement of public art in the Alexandra Neighbourhood.

CARRIED

2. RICHMOND MEMORIAL GARDEN EXPRESSION OF INTEREST

(File Ref. No. 06-2345-01) (REDMS No. 3806792 v.3)

Mike Redpath, Senior Manager, Parks, stated that the staff report supports the Council Term goal for completion of the proposed memorial garden project.

Discussion ensued regarding the appropriateness of the Woodward's Landing Park site for the proposed memorial garden. The Woodward's Landing Park, with its deep waterfront moorage, would be better served by an industrial use. Alternative locations were discussed, such as, the Nature Park East, should the Girl Guide Park be relocated to the Terra Nova Natural Area, and the Grauer lands.

In reply to a query from Committee, Mr. Redpath advised that 22 sites were examined including the Nature Park; however, the Nature Park lands are in the Agricultural Land Reserve (ALR) and therefore a memorial garden is not a permitted use. Also, he noted that through the consultation process at the time of the Terra Nova Rural Park project, community support was low with regard to locating a memorial park in proximity to a residential area.

Mr. Redpath further noted that staff has held numerous discussions with the Agricultural Land Commission (ALC) regarding various memorial garden proposals on agricultural land and the ALC has indicated that memorial gardens are not a permitted use. Committee suggested that, considering the soil conditions and the type of trees on the Nature Park East, staff reconsider the site and have further discussion with the ALC regarding the Nature Park.

Jamie Esko, Park Planner, advised that none of the other sites examined met the criteria established under the feasibility study, particularly any lands in proximity to residential uses and within the ALR.

Parks, Recreation & Cultural Services Committee
Tuesday, October 29, 2013

Further discussion was held on the Expression of Interest criteria and the long-term vision for the memorial garden. As a result of the discussion the following **referral** was introduced:

It was moved and seconded

That the staff report titled "Richmond Memorial Garden Expression of Interest" be referred back to staff for a review of a longer list of appropriate City-owned sites including the Nature Park East and the East Richmond Bog Forest.

The question on the referral was not called as discussion ensued regarding whether or not to proceed with the Expression of Interest. Committee expressed that the Expression of Interest would be conducted once staff have reported back on the review of City sites and have obtained further information from the ALC. The question on the referral was then called and it was **CARRIED**.

3. GRAUER LANDS HABITAT ENHANCEMENT WORKS

(File Ref. No. 01-0107-04-01) (REDMS No. 4002822 v.4)

Mr. Redpath advised that the habitat enhancement works were conducted under the terms of the Resource Management Plan which was developed as a condition of the purchase and sale agreement and ensured that any future enhancement works would be brought forward for Committee consideration.

It was moved and seconded

That the staff report "Grauer Lands Habitat Enhancement Works," from the Senior Manager Parks, dated October 15, 2013 be received for information.

The question on the motion was not called as clarification surrounding the Resource Management Plan was requested by Committee. Mr. Redpath advised that Council approved the purchase and sale agreement for the Grauer lands and the Resource Management Plan was referenced in the agreement. However, the document was not brought before Council. Staff was advised that the document should have been submitted to Council. The question on the motion was then called and it was **CARRIED**.

4. GARDEN CITY LANDS - PHASE TWO CONCEPT PLAN OPTIONS

(File Ref. No. 06-2345-20-GCIT1) (REDMS No. 4007524 v.4)

Mr. Redpath and Yvonne Stich, Park Planner, gave a brief overview of the three concept plans developed using the vision and guiding principles endorsed by Council and highlighted the following:

- elements common to all three options are the natural and water features, agricultural fields, gateways and connections, parkland spaces and circulation, interpretative art opportunities, and a community farm and sustainability hub;

Parks, Recreation & Cultural Services Committee
Tuesday, October 29, 2013

- a large naturalized woodlot is proposed on the north edge along Alderbridge Way to reflect the environmentally sensitive areas in West Cambie and to add biodiversity to the lands;
- the raised peat bog area will be retained in each concept and will require further research to determine the ultimate management strategy;
- the bog watercourse will be protected with a buffer area between it and other uses;
- the “On the Grid” option breaks the site into one acre square parcels that are flexible and can be combined into larger grid areas or broken down into even smaller units providing a variety of scales of agricultural plots, garden areas, and community activity spaces;
- a five-kilometre perimeter walking, jogging, cycling trail will be developed; and
- a ten-acre multi-purpose community field is included in each option.

Discussion ensued regarding the hydrology of the bog and related watercourse posing the biggest challenge to the feasibility of any of the options presented. Any development of the area, including a naturalized woodlot, could have a major impact on the survival of the bog and watercourse.

Ms. Stich stated that, with the assistance of various experts, a biophysical inventory has been completed with the conclusion, that in order to properly design and manage the site, further studies would be required. In consultation with the Scientific Advisory Panel for Burns Bog, suggestions were made that monitoring of the hydrology of the bog take place for a minimum of two to five years. City objectives must be determined and a sustainable long-term management plan developed through careful monitoring of the site. Previous practices have allowed farming to occur adjacent to the leading edge, or lag, of the bog; however, a greater understanding of the lag area is required in order to preserve the bog in the future.

In reply to a query regarding the development of a naturalized woodlot, Ms. Stich advised that the layered woodlot would be a mix of deciduous, conifer, and ornamental trees, scrub and ground cover to create a diverse wildlife habitat.

Further discussion ensued regarding the public consultation process and what information would be provided to the public. The Open House should not only provide information on the various proposals but should be used as an opportunity to educate residents on the management of the bog. Committee expressed that it would be important that residents are made aware that the development of the Garden City Lands would be a long-term project and that, in order to properly develop the site, nothing would be happening on the land in the near future.

Parks, Recreation & Cultural Services Committee
Tuesday, October 29, 2013

In response to queries regarding the Public Open House, Mr. Redpath advised that a mail drop has been prepared for neighbourhoods that are on the perimeter of the land. The consultation process would be an educational opportunity to discuss the long-term plan in terms of the bog as well as providing an opportunity for feedback on what elements most closely support the guiding principles for development of the site. Staff would then re-examine the feasibility of each element prior to developing a final concept.

Jim Wright, President, Garden City Conservation Society, spoke to the proposed concept plans and read from his submission (attached to and forming part of these Minutes as **Schedule 1**).

Jim Lamond, Richmond Sports Council, spoke to the Garden City Lands and the Sports Council's vision that these lands be a community park. The options being considered incorporate active sports fields and passive recreational uses. He expressed appreciation for the information provided and was of the opinion that the City is moving in the right direction.

It was moved and seconded

That the Concept Plans as detailed in the staff report "Garden City Lands - Phase Two Concept Plan Options" from the Senior Manager, Parks dated October 15, 2013, be received for information.

CARRIED

5. MANAGER'S REPORT

(i) Community Services Department Updates

Dee Bowley-Cowan, Acting – Manager, Parks Programs, provided an update on the Snow Geese Management program noting that:

- the Volunteer Dog program has increased to eighteen families and is being offered at over fifteen schools and parks alongside the City's dog hazing program;
- the Snow Goose Education program to local elementary school classes, run through the Nature Park, are fully booked for October through December and staff are working on the January through March bookings;
- staff is working with the Vancouver Airport Authority (YVR) to deter the geese through a new falconry program; and
- the winter covered crop program has begun and is being offered in Richmond and Delta.

Ms. Bowley-Cowan advised that Minoru Park will host a Halloween event commencing at 6:30 p.m. with clowns, musicians, and fire-jugglers performing on the main stage with fireworks to follow at 8:15 p.m.

Parks, Recreation & Cultural Services Committee
Tuesday, October 29, 2013

In reply to a query regarding dog parks, Ms. Bowley-Cowan advised that a pilot project is being conducted at Dover Park using a temporary fenced enclosure. Staff is looking for other sites that would be suitable for fenced or non-fenced dog parks.

Elizabeth Ayers, Manager, Community Recreation Services, noted that firework displays are being offered at Sea Island, South Arm, West Richmond, and Hamilton Community Centres on Halloween night. South Arm Community Centre will also be running a haunted house.

Gregg Wheeler, Manager, Sports and Community Events, advised that meetings have been held with the RCMP, Fire-Rescue, Bylaw Enforcement, School Board, Transit Police, and various staff to coordinate efforts to ensure a safe Halloween evening.

Mr. Redpath provided an update regarding pier repairs at the east end of Steveston Highway.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:18 p.m.).

CARRIED

Certified a true and correct copy of the
Minutes of the meeting of the Parks,
Recreation & Cultural Services Committee
of the Council of the City of Richmond
held on Tuesday, October 29, 2013.

Councillor Harold Steves
Chair

Heather Howey
Committee Clerk

GCCS Comments on GCL Phase Two Concept Plan Options

As usual, I'm Jim Wright. I'm speaking for the **board** of the Garden City Conservation Society about the Concept Plans.

Our directors were pleased that **ALR commitment** was evident. Unfortunately, I've just learned that the "Community fields" label in the plans means "five soccer fields," which is not an ALR use.

The stated elements seem fine. So in the big picture the park planning was promising, and we intended to commend the team.

Some concerns did come up when we got to the illustrated set of options. As always, we aim to help **steward** our central park as ALR parkland for agriculture, recreation and conservation for community wellness. That means doing our part to **enable informed choices**.

For a start, we urge a visual presentation that makes information easy to grasp on a computer screen. With my large screen and computer glasses, the text explanations are illegible in the largest window where a whole page fits. That's after I rotate it, which some people can't do. It takes all my effort to make out what it says, and that stops me from thinking about the concepts at the same time. Decoding the *maps* is even harder, starting with trying to see the numbers on the maps. Simple things, big impact.

The colourful artwork for the concepts will prompt a **wow** factor, an instant reaction that gets people feeling warm and fuzzy. It was great that the excellent Ideas Fair accomplished that; in this phase, let's enable **every** web visitor who wants to make informed choices to take in the info easily.

Yvonne Stich has just told me she's addressing the problem. I suggest that the public consultation not start until the problem is solved.

Secondly, we're glad to see an effort to bring in what the **nature** of the lands is telling us. However, we're aware that the concepts could have gone further that way by drawing on **readily available knowledge**. We were sorry to have to look for least bad options instead of best ones.

As an example, I know from top local experts that the northwest berm of clean soil fill is well suited to orchards (after obvious kinds of preparation). That was one of the points the biophysical inventory consultants missed, and we guess the concepts reflect that, but local Conservation Society expertise would have caught it instantly.

We *don't* want to **impose** our help, and we have *made known* that it's available. It *would* enable optimal results and *might* cut the timeline in half. We *will* continue to help, and the impact will be greater if we're helping the park team more *directly*.

To see how that works, let's look at the parallel example. The scene is the Grauer Lands at Sturgeon Bank on a sunny mid-August day. My wife and I are cycling south on the west dike when we see backhoes on the bank. What??? There are five of them, destroying the array of driftwood logs from the highest tides of scores of years. "Port Metro!" I say. "They're destroying our ecosystem—the habitat! And the viewscapes!" Then a sign credits the City of Richmond, so I despair.

Later, here at parks committee, I learned that not even the chair was told about it. (And logs are **not** mentioned in the *Management Plan for Grauer Property* of June 2012.) A natural legacy is gone. Even if the new plan is better, bringing in the local knowledge early on would have cut the risk. Normally I'd be out on the west dike all the time. Ever since we came across that August scene, I can't face it, not even once.

That's the difference when informed local input is left out.



General Purposes Committee

Date: Monday, November 4, 2013

Place: Anderson Room
Richmond City Hall

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

Absent: Councillor Chak Au

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on Monday, October 21, 2013, be adopted as circulated.

CARRIED

FINANCE AND CORPORATE SERVICES DEPARTMENT

1. **2014 COUNCIL AND COMMITTEE MEETING SCHEDULE**
(File Ref. No. 01-0105-00) (REDMS No. 3962696)

It was moved and seconded

That the 2014 Council and Committee meeting schedule, attached to the staff report dated October 10, 2013, from the Director, City Clerk's Office, be approved, including the following revisions as part of the regular August meeting break and December holiday season:

1.

General Purposes Committee
Monday, November 4, 2013

- (1) *That the Regular Council meetings (open and closed) of August 11 and August 25, 2014 be cancelled; and*
- (2) *That the August 18, 2014 Public Hearing be re-scheduled to Tuesday, September 2, 2014 at 7:00 pm in the Council Chambers at Richmond City Hall.*

CARRIED

2. 2014 GENERAL LOCAL AND SCHOOL ELECTION PROGRAM AND BUDGET

(File Ref. No. 12-8125-70-01) (REDMS No. 3998171 v.2)

In reply to a query regarding the recommendation for the voting at large implemented for the 2011 General Election, David Weber, Director, City Clerk's Office, advised that 41% of Richmond voters chose to take advantage of the "vote anywhere" service. For comparison, the statistics shown were for voting places used in both the 2008 and 2011 General Local and School Election. It was recommended that staff discuss the initiative with the City of Surrey to compare their experience.

Mr. Weber noted that a staff report on the specific voting places for the 2014 Election would come before Council in 2014 and that the two approaches, divisional voting or voting at large, are at Council's direction.

Committee raised concerns with reported long wait times at voting places and were not in favour of the voting places located at malls. It was agreed that given the marginal increase in voter turnout, the additional costs for voting at large was not warranted. Committee preferred the focus be directed toward election initiatives such as the *Voter's Guide*, social media, and additional voting places. Discussion further ensued regarding the low voter turn-out which seems to be a broader issue of apathy that needs to be addressed through education.

In response to questions regarding costs associated with voting places, the universal access equipment, and additional voting places, Mr. Weber advised that costs are approximately \$5,000 per voting place and that the ballot marking device was provided on a pro-bono basis by the service provider; however, reasonable rental costs may apply in the future. He further advised that the City has seen an increase in population of approximately 70,000 residents over the past 25 years and the number of voting places have not increased proportionately.

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

It was moved and seconded

That the staff report titled "2014 General Local and School Election Program and Budget" be referred back to staff for further analysis on:

General Purposes Committee
Monday, November 4, 2013

- (1) the Vote Anywhere approach regarding the Surrey experience and others that should be considered;*
- (2) mall voting;*
- (3) restructuring the polls with more voting places; and*
- (4) strategies for the use of social media.*

CARRIED

OPPOSED: Cllr. McNulty
Cllr. Steves

ENGINEERING & PUBLIC WORKS DEPARTMENT

3. MINORU OLDER ADULTS AND AQUATIC CENTRE SITE SELECTION

(File Ref. No. 06-2055-20-007) (REDMS No. 4008734 v.3)

With the aid of a PowerPoint presentation (copy on file, City Clerk's Office), Laurie Bachynski, Manager, Business Enterprise, highlighted the following information regarding the four options for the replacement of the Minoru Older Adults Centre and Aquatic Centre:

- consultants concluded that given the proposed size of the facility and the site constraints, a service construction solution cannot be provided for replacement at the existing site;
- site evaluation criteria included (i) an integrated Older Adults and Aquatic Centre site, (ii) synergy with other services, (iii) aquatic services not disrupted, (iv) non-disruption of services or the provision of viable solutions should services be impacted, (v) location having access to transit and available on-site parking, (vi) minimize the impact to green space, and (vii) address latent, current and future aquatic demands for the long-term;
- four sites were identified at the Minoru location with the cricket pitch, Gilbert Road, and Firehall No. 1 sites not meeting the evaluation criteria;
- the fourth site is located on the Minoru 2 field and would meet the criteria, incorporate the Pavilion with the new facility, and relocate the playing field, identified for improvements in the current 5-Year Parks Capital Plan Submission, to the north;
- in order to address population projections and latent demand for modern facilities, other City Centre sites were reviewed;

General Purposes Committee
Monday, November 4, 2013

- lot 5, adjacent to the Richmond Olympic Oval, in conjunction with Minoru 2 was considered a viable option for consideration;
- the final option, using a phased approach, would include the Older Adult Centre being rebuilt in its existing location concurrently with an aquatics centre at lot 5, where upon completion of the lot 5 aquatics facility, the Minoru Aquatics Centre would be demolished and a new aquatic centre would be integrated with the new Older Adult Centre;
- the final option would fully address latent, current, and future demand for aquatic facilities;
- option 1, to rebuild at the existing location, would have a co-located Older Adult Centre and Aquatic Centre, a temporary Older Adult Centre at City Hall Annex, and a temporary cover over the Steveston pool, for an estimated construction cost of \$74,800,000;
- option 2 would have a co-located facility at Minoru 2, an integrated pavilion, relocated fields to the north, as well as, relocated walking path and throwing events for track and field, and provide temporary change rooms and washrooms during construction for a total cost of \$79,600,000;
- phase 1 of option 3 would proceed with construction of Minoru 2 at a cost of \$79,600,000 and phase 2 for the construction of the lot 5 aquatics centre being completed at a later date at an estimated cost of \$74,000,000;
- option 4 would be a phased project with the Older Adult Centre and the lot 5 aquatics centre being built during Phase 1 and the Minoru Aquatics Centre construction taking place during Phase 2 for a total estimated cost of \$139,500,000; and
- staff recommends option 2 as a good solution which allows for a city-wide aquatics analysis to be conducted and completion of the Older Adult Centre by the fall of 2017.

Ms. Bachynski advised that Council could combine a motion to support option 2 with a referral for staff to explore future aquatic needs and obtain further analysis on Riverport, lot 5, and other sites. Staff would have to come back before Council with any proposals for the redevelopment of the existing site including returning some green space to the area.

General Purposes Committee

Monday, November 4, 2013

Discussion ensued regarding support for the Minoru 2 option in light of the non-disruption of services to either the Aquatic Centre or the Older Adult Centre, the integration of the pavilion with the Older Adult Centre, and future opportunities for the existing site. Committee discussed the need for an overall plan for the area, including: (i) a parking plan with possible parking structure, (ii) a traffic plan, a redevelopment plan for the existing site, and (iii) the necessity for a future needs analysis. Other Committee considerations included providing senior housing above some of the facilities, providing a second pool at the existing site as option 5, considering a referendum on the development of lot 5 adjacent to the Richmond Olympic Oval for an aquatic centre, and the possibility of a conference centre or hotel development on lot 5.

In reply to a query regarding construction timing, Ms. Bachynski commented that the process would commence in 2015 with the design and consultation phase taking approximately a year to conclude and the fall of 2017 for completion of the project.

With regard to a full size Olympic aquatic facility at Minoru 2, Ms. Bachynski advised that the proposed facility can accommodate an Olympic size pool. Specific water and recreational elements, such as a full 50-metre pool or a whirlpool, would be examined during the public consultation process. The proposed Older Adult Centre is estimated to be 33,000 square feet with an additional 8,000 square feet with the integration of the Pavilion. Ms. Bachynski noted that the proposed facilities could be expanded and the cost estimates revised at Council's direction. She further noted that the cost for the replacement of the artificial turf fields had been incorporated into the estimate for the Minoru 2 proposal and that staff would consider artificial turf for the cricket pitch at Council's direction.

Ian MacLeod, Chair, and Rosemary Nickerson, Vice-Chair, Aquatic Services Board, expressed support for the Minoru 2 proposal and look forward to providing input through the public consultation process on the proposed elements to be included in the facility. At some point in the future a second pool would be needed, however, the Board would not be prepared to comment on the Richmond Olympic Oval site at this time.

In response to a query from Committee, Mr. MacLeod commented that at this time there would not be a need for another Olympic size pool; however, there is an existing need for at least 50% more water space which would be accommodated through the proposed facility at Minoru 2.

Committee requested that the Aquatic Services Board provide figures reflecting actual needs, from a Board perspective, at the time of the public consultation process.

General Purposes Committee
Monday, November 4, 2013

Peter Mitchell, 6271 Nanika Crescent, expressed concern that the proposed facility integrates well with the current facilities on the Minoru site and more importantly with any future replacement structures for the aging arena, library, and cultural centre. Council must consider the proposal in terms of what would work well on the site over the next 50 years. In his opinion, it is not necessary to build two pools within approximately two kilometres of each other and more grass or parkland would be preferred over a convention centre for lot 5.

It was moved and seconded

(1) That Parts 1(a) through 1(d) of the resolution adopted on June 24, 2013 relating to the Major Capital Facilities Program Phase 1 be replaced with Option 2, a co-located Aquatics and Older Adults' Centre at Minoru 2 Field in Minoru Park, as described in the staff report titled "Minoru Older Adults and Aquatic Centre Site Selection" dated October 30, 2013 from the General Manager, Community Services, and the General Manager, Engineering & Public Works; the revised resolution would now read:

- (1) The following Major Capital Facilities Program Phase 1 projects be endorsed and included in the City's 2014 budget process for Council consideration as described in the Staff report titled "Major Capital Facilities Program Phase 1" dated May 31, 2013 from the Director of Engineering:*
 - a. A co-located Aquatics and Older Adults' Centre at Minoru 2 Field in Minoru Park (as shown in Attachments 4 & 5 and described in the staff report titled "Minoru Older Adults and Aquatic Centre Site Selection" dated October 30, 2013 from the General Manager, Community Services, and the General Manager, Engineering & Public Works);*
 - b. Replacement of Firehall No. 1 at the corner of Granville Avenue and Gilbert Road;*
- (2) the funding strategy outlined in Option 3 of this report be endorsed on the basis that the City would borrow \$50 Million dollars with a 10-year amortization with the balance to be taken from the City's Reserves;*
- (3) an amendment to the City's Five Year Financial Plan (2013-2017) to include \$3.5 million for advanced design of the Major Capital Facilities Program Phase 1 with funding to come from the City's revolving fund be brought forward for Council consideration;*
- (4) an amendment to the City's Five Year Financial Plan (2013-2017) to include \$500,000 for advanced construction of the City Centre Community Centre Tenant Improvements with funding to*

General Purposes Committee

Monday, November 4, 2013

come from the City's revolving fund be brought forward for Council consideration;

- (5) staff bring forward the balance of the list of the capital facilities priorities for examination; and*
- (6) staff provide details of the full consultation plans and report through the General Purposes Committee.*
- (2) That the following be referred to staff for analysis:**
 - (a) future aquatic needs including consideration of the future of Riverport, lot 5, and other sites;***
 - (b) the plan for the existing sites of the Aquatic Centre and the Older Adults' Centre and the balance of facilities within Minoru Park; and***
 - (c) the future traffic and parking plan for the Minoru area.***

The question on the motion was not called as clarification was requested of staff concerning future aquatic needs. Ms. Bachynski advised that the public consultation process would provide input on the elements to be incorporated specific to the proposed facility. The second part of the referral would be for analysis of the city-wide aquatic needs including the consideration of Riverport and lot 5. The Minoru 2 proposal does not require a temporary cover for the Steveston pool.

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

FINANCE AND CORPORATE SERVICES DEPARTMENT

4. **LOAN AUTHORIZATION BYLAW**

(File Ref. No. 12-8060-20-9074/9075/9076) (REDMS No. 3948488 v.7)

Jerry Chong, Director, Finance, advised that the report is to obtain Council approval to begin the borrowing process from the Municipal Finance Authority (MFA) which would allow the city to meet the spring borrowing deadlines.

It was moved and seconded

That the Integrated Older Adults' Centre, Aquatic Centre and Minoru Pavilion Loan Authorization Bylaw No. 9075 be introduced and given first, second and third readings.

General Purposes Committee
Monday, November 4, 2013

The question on the motion was not called as clarification was requested regarding the servicing of the proposed venture. Mr. Chong confirmed that there would be no tax impact with the proposed borrowing. Repayment would be funded through the City's available budget for the Terra Nova debt and the gaming revenue transfers. Discussion ensued regarding self-financing the project through reserve funds. Mr. Chong advised that using reserve funds was an option, however, to do so would leave approximately 17,000,000 in general reserves at the end of 2017. Current borrowing rates and the potential for more available capital in 2017 for funding other capital ventures were major factors in the decision to amortize the loan over ten years.

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

5. SALES CENTRE LICENSE AGREEMENT BETWEEN THE CITY OF RICHMOND AND POLYGON DEVELOPMENT 192 LTD.

(File Ref. No. 06-2280-20-285) (REDMS No. 4005624 v.3)

It was moved and seconded

That:

- (1) if 8311 Cambie Road is transferred to the City as part of rezoning application RZ 11-591985, then the City enter into a license agreement with Polygon Development 192 Ltd. ("Polygon") to permit Polygon to use a portion (approximately ±3,505 sq. ft. for the building area plus ±3,854 sq. ft. for parking area) of 8311 Cambie Road for a two year period with 1 (one) 6-month renewal option at a rate of \$3.60 per square foot per annum (estimated at \$26,492 per annum), as per the terms described in the staff report from the General Manager, Finance and Corporate Services dated October 17, 2013; and***
- (2) staff be authorized to take all neccessary steps to complete the matter including authorizing the Chief Administrative Officer and the General Manager, Finance and Corporate Servcies to negotiate and execute all documentation to effect the transaction detatiled in the staff report dated October 17, 2013 from the General Manager, Finance and Corporate Services.***

CARRIED

General Purposes Committee
Monday, November 4, 2013

COMMUNITY SERVICES DEPARTMENT

6. CONSULTATION PLAN FOR MAJOR RECREATIONAL FACILITIES DEVELOPMENT

(File Ref. No. 06-2055-20-007) (REDMS No. 4006043 v.4)

Serena Lusk, Acting-Manager, Programs & Projects, confirmed that the consultation plan is for the new aquatic facility and any comments on future aquatic needs would be a separate consultation process.

It was moved and seconded

That:

- (1) the staff report titled Consultation Plan for Major Recreational Facilities Development, dated October 30, 2013 from the General Manager, Community Services be received for information; and*
- (2) the terms of reference for the Major Recreational Facilities Development Advisory Committee, as detailed in Attachment 1 of the staff report titled Consultation Plan for Major Recreational Facilities Development, dated October 30, 2013 from the General Manager, Community Services be approved.*

The question on the motion was not called as clarification was requested whether public input on the future aquatic needs should be included with this process. Ms. Lusk advised that two separate processes would be preferable for stakeholder consultation.

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

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:17 p.m.).

It was moved and seconded

CARRIED

General Purposes Committee
Monday, November 4, 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, November 4, 2013.

Mayor Malcolm D. Brodie
Chair

Heather Howey
Committee Clerk



Planning Committee

Date: Tuesday, November 5, 2013

Place: Anderson Room
Richmond City Hall

Present: Councillor Bill McNulty, Chair
Councillor Evelina Halsey-Brandt
Councillor Linda Barnes
Councillor Harold Steves
Mayor Malcolm Brodie

Absent: Councillor Chak Au

Also Present: Councillor Linda McPhail

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Planning Committee held on Tuesday, October 22, 2013, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Tuesday, November 19, 2013, (tentative date) at 4:00 p.m. in the Anderson Room

COUNCILLOR LINDA BARNES

1. **DEVELOPMENT OF A NEW LONG-TERM FEDERAL PLAN TO FIX CANADA'S HOUSING CRUNCH**

(File Ref. No.)

Councillor Barnes provided background information and noted that 'Fixing Canada's Housing Crunch' is a national campaign.

Discussion ensued and it was agreed that Richmond Members of the Legislative Assembly, the Chair of the Metro Vancouver Housing Corporation Board, and the Manager of the Metro Vancouver Housing Corporation also be copied on the proposed resolution.

It was moved and seconded

WHEREAS a stable and secure housing system that creates and maintains jobs and allows for a range of living options is essential to attracting new workers, meeting the needs of young families and supporting seniors and our most vulnerable citizens; and

WHEREAS the high cost of housing is the most urgent financial issue facing Canadians with one in four people paying more than they can afford for housing, and mortgage debt held by Canadians now standing at just over \$1.1 trillion; and

WHEREAS housing costs and, as the Bank of Canada notes, household debt, are undermining Canadians' personal financial security, while putting our national economy at risk; and

WHEREAS those who cannot afford to purchase a home rely on the short supply of rental units, which is driving up rental costs and making it hard to house workers in regions experiencing strong economic activity; and

WHEREAS an inadequate supply of subsidized housing for those in need is pushing some of the most vulnerable Canadians on to the street, while \$1.7 billion annually in federal investments in social housing have begun to expire; and

WHEREAS coordinated action is required to prevent housing issues from being offloaded onto local governments and align the steps local governments have already taken with regard to federal/provincial/territorial programs and policies; and

WHEREAS, the Federation of Canadian Municipalities (FCM) has launched a housing campaign, "Fixing Canada's Housing Crunch," calling on the federal government to increase housing options for Canadians and to work with all orders of government to develop a long-term plan for Canada's housing future; and

Planning Committee
Tuesday, November 5, 2013

WHEREAS FCM has asked its member municipalities to pass a council resolution supporting the campaign;

AND WHEREAS, our community has continuing housing needs to support a diverse range of residents to access affordable and appropriate housing choices, such as specialized subsidized rental with supports, affordable rental, and entry level homeownership, that can only be met through the kind of long-term planning and investment made possible by federal leadership;

THEREFORE BE IT RESOLVED that Council endorses the FCM housing campaign and urges the minister of employment and social development to develop a long-term plan for housing that puts core investments on solid ground, increases predictability, protects Canadians from the planned expiry of \$1.7 billion in social housing agreements and ensures a healthy stock of affordable rental housing for Canadians;

BE IT FURTHER RESOLVED that a copy of this resolution be sent to the Minister noted above, to Coralee Oakes, Minister of Community, Sport, and Cultural Development, to Alice Wong, MP – Richmond, to Kerry-Lynne Findlay, MP – Delta-Richmond East, to the Federation of Canadian Municipalities, to the Lower Mainland Local Government Association, to Richmond MLAs, to Wayne Wright, Chair, Metro Vancouver Housing Corporation Board, and to Don Littleford, Manager, Metro Vancouver Housing Corporation.

CARRIED

PLANNING & DEVELOPMENT DEPARTMENT

2. APPOINTMENT OF APPROVING OFFICER

(File Ref. No. 0172-02) (REDMS No. 4016488)

It was moved and seconded

- (1) That the appointment of Brian Jackson as Approving Officer for the City, as per Item 7 of Resolution R08/15-4, adopted by Council on September 8, 2008, be rescinded; and*
- (2) That Barry Konkin, Program Coordinator – Development, be appointed as Approving Officer in the absence of both Wayne Craig, Director of Development and Reg Adams, Approving Officer/Supervisor, Urban Development.*

CARRIED

Planning Committee
Tuesday, November 5, 2013

3. **APPLICATION BY KHALID HASAN FOR REZONING AT 3800 AND 3820 BLUNDELL ROAD FROM TWO-UNIT DWELLINGS (RD1) TO SINGLE DETACHED (RS2/B)**

(File Ref. No. 12-8060-20-9069; RZ 13-641189) (REDMS No. 4021832)

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9069, for the rezoning of 3800 and 3820 Blundell Road from "Two-Unit Dwellings (RD1)" to "Single Detached (RS2/B)", be introduced and given first reading.

CARRIED

4. **APPLICATION BY HOTEL VERSANTE LTD. FOR REZONING AT 8451 BRIDGEPORT ROAD AND SURPLUS CITY ROAD FROM LIGHT INDUSTRIAL (IL) TO HIGH RISE OFFICE COMMERCIAL (ZC33) – (CITY CENTRE)**

(File Ref. No. 12-8060-20-7032/9065/9066; RZ 12-605272) (REDMS No. 4003079 v.4)

Wayne Craig, Director, Development, provided background information and commented on the Village Centre bonus amenity contribution, noting that the developer has agreed to provide a voluntary contribution of approximately \$1.6 million to be utilized at Council's discretion for arts and culture facilities in the City Centre.

It was moved and seconded

- (1) *That Richmond Zoning and Development Bylaw 5300, Amendment Bylaw 7032, be abandoned;*
- (2) *That Official Community Plan Bylaw 7100, Amendment Bylaw 9065 (City Centre Area Plan), to facilitate the construction of commercial uses at 8451 Bridgeport Road and City's surplus road, by:*
 - (a) *Amending the existing land use designation in the Generalized Land Use Map (2031), Specific Land Use Map: Bridgeport Village (2031), and reference maps throughout the Plan to redesignate the subject site and City's surplus road to "Urban Centre T5 (45m)";*
 - (b) *Amending the configuration of minor streets adjacent to the site in the Generalized Land Use Map (2031), Specific Land Use Map: Bridgeport Village (2031), and reference maps throughout the Plan to extend River Road from West Road to Bridgeport Road and re-align West Road between River Road and Bridgeport Road;*

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Tuesday, November 5, 2013

- (c) *Together with related minor map and text amendments in Schedule 2.10 of Official Community Plan Bylaw 7100 (City Centre Area Plan);*
- be introduced and given first reading;*
- (3) *That Bylaw 9065, 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;*
- 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 Bylaw 9065, 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 9066 to: create "High Rise Office Commercial (ZC33) – (City Centre)"; and to rezone 8451 Bridgeport Road and City's surplus road from "Light Industrial (IL)" to "High Rise Office Commercial (ZC33) – (City Centre)"; be introduced and given first reading.*

CARRIED

The meeting was recessed at 4:08 p.m.

The meeting reconvened at 4:59 p.m., following the Closed Planning Committee meeting with Councillors McNulty, Halsey-Brandt, Barnes, Steves, McPhail, and Mayor Brodie present.

5. MANAGING MEDICAL MARIJUANA PRODUCTION FACILITIES, AND RESEARCH AND DEVELOPMENT FACILITIES IN AGRICULTURAL AND URBAN AREAS

(File Ref. No. 12-8060-20-9070/9072) (REDMS No. 4026259)

Councillor McPhail left the meeting and did not return (5:00 p.m.)

Joe Erceg, General Manager, Planning and Development, provided background information and commented on the proposed staff recommendation to manage medical marijuana production facilities, and research and development facilities in agricultural and urban areas.

Planning Committee
Tuesday, November 5, 2013

Mr. Erceg then stated that as part of the staff report, staff also included a draft bylaw that would prohibit medical marijuana facilities in all areas of Richmond should that be a direction Council wishes to take.

In reply to queries from Committee, Mr. Erceg spoke of the City's recent external advice regarding issuance of a Building Permit for a licensed research and development facility, and noted that such licences are issued by the federal government for approximately twelve months. Also, he commented on several lower mainland municipalities that have prohibited or are in the process of prohibiting medical marijuana facilities within their respective boundaries.

As a result, the following motion was introduced:

It was moved and seconded

- (1) *That the City of Richmond request Health Canada to only consider issuing licences under the federal Marihuana for Medical Purposes Regulations (MMPR) in compliance with the City's Strategic Facility Management Approach contained in the staff report titled Managing Medical Marijuana Production Facilities, and Research and Development Facilities in Agricultural and Urban Areas dated October 30, 2013;*
- (2) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9071 (Medical Marihuana Regulation) be introduced and given first reading; and*
- (3) *That Bylaw 9071 be forwarded to the Agricultural Land Commission for comment in advance of the Public Hearing.*

The question on the motion was not called as discussion ensued and it was noted that the proposed bylaw to prohibit medical marijuana facilities in Richmond does not preclude a rezoning application for such use from coming forward for Council's consideration at a future date.

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

6. MANAGER'S REPORT

Mr. Craig provided an update on (i) upcoming tree removal at the Village Green development, (ii) shared driveway access implications on the City's arterial roads strategy, and (iii) 2013 Lulu Awards.

Planning Committee
Tuesday, November 5, 2013

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:06 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, November 5, 2013.

Councillor Bill McNulty
Chair

Hanieh Berg
Committee Clerk



City of Richmond

Report to Committee

To: Finance Committee

Date: October 17, 2013

From: Jerry Chong
Director, Finance

File: 03-0900-01/2013-Vol
01

Re: Investment Policy Amendment

Staff Recommendation

That Council Policy 3703 (Investment Policy) be amended as set out in Attachment C of the staff report titled "Investment Policy Amendment" dated October 17, 2013 from the Manager, Treasury and Financial Services.

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

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

Staff Report

Origin

Investment Policy 3703 (“Investment Policy”) was last amended and approved by Council on June 8, 2009. The Investment Policy is reviewed and revised as necessary in response to the developments in the financial markets and changes in the future outlook of the economy. Staff have reviewed the current Investment Policy and have identified areas for amendments, including modification to issuer diversification, credit risk control and administrative edits for additional clarity.

Analysis

The current Investment Policy 3703 is included in **Attachment A**. The proposed amendments to sections 1, 2, 8 and 9 of Investment Policy 3703 are summarized below and are included in **Attachment B** (Track Changes Version) and **Attachment C** (Amended Version).

Section 1: Policy

Reword section to prioritize the City’s investment objectives and remove references to various types of funds as all public funds are managed in the same manner.

Section 2: Objectives

Change the format of the section to provide additional clarity and list the investment objectives in priority order (no change in objectives).

Section 8: Permitted Investments

The table below provides some general definitions of Dominion Bond Rating Services’ (DBRS) credit ratings for the purpose of understanding some of the changes in Section 8 of the investment policy:

Rating	Definition
AAA	Highest credit quality. The capacity for the payment of financial obligations is exceptionally high and unlikely to be adversely affected by future events.
AA	Superior credit quality. The capacity for the payment of financial obligations is considered high. Credit quality differs from AAA only to a small degree. Unlikely to be significantly vulnerable to future events.
A	Good credit quality. The capacity for the payment of financial obligations is substantial, but of lesser credit quality than AA. May be vulnerable to future events, but qualifying negative factors are considered manageable.
R1-high	Highest credit quality. The capacity for the payment of short-term financial obligations as they fall due is exceptionally high. Unlikely to be adversely affected by future events.
R1-middle	Superior credit quality. The capacity for the payment of short-term financial obligations as they fall due is very high. Differs from R-1 (high) by a relatively modest degree. Unlikely to be significantly vulnerable to future events.
R1-low	Good credit quality. The capacity for the payment of short-term financial obligations as they fall due is substantial. Overall strength is not as favorable as higher rating categories. May be vulnerable to future events, but qualifying negative factors are considered manageable.

The follow summarizes the proposed changes to Section 8 of the Investment Policy:

- *Federal Issuer (Government of Canada)*: Remove the minimum and maximum limits of federal issuers (was 25% and 75% of portfolio respectively) to increase investment flexibility and to improve return of investment portfolio. All federal issuers are rated with the highest credit quality with AAA credit rating.
- *Provincial Issuers*: Remove minimum provincial limit (was 15%). This will allow for increased investment flexibility and improved returns. Total provincial maximum limit of 50% is retained to ensure adequate diversification of the investment portfolio.

Since both AAA credit rating issuers and AA credit rating issuers are considered to have superior credit quality and they only differ to a small degree, the limits for AA (high) and AA have been increased from 20% to 25%. The table below illustrates the limit by Province based on the DBRS credit ratings as of October 2013 (ratings are be subject to change by DBRS as the risk of default of issuers may change due to future events):

DBRS (Short Term/Long Term)	Province(s) in category (as of October 2013)	Current Limit Per Issuer	Proposed Limit Per Issuer
R-1(high) /AAA	AB	25%	25%
R-1(high) /AA(high)	BC	20%	25%
R-1(high) /AA	SK	20%	25%
R-1(middle)/AA(low)	ON	20%	20%
R-1(middle) /A(high)	NB/NS/QC/MB	10%	10%
R-1(low) /A	NL	5%	5%
R-1(low) /A (low)	PE	5%	5%

- *Chartered Banks*: Increase maximum limit for chartered banks from 25% to 50% of total portfolio. Currently (and historically), highest attainable credit rating of all major banks is AA. To increase investment flexibility and improve return, the allowable limits are increased as summarized below. The table below provides an illustration of the limit by bank based on the DBRS credit ratings as of October 2013 (ratings are be subject to change by DBRS as the risk of default of issuers may change due to future events):

DBRS (Short Term/Long Term)	Bank(s) in category (as of October 2013)	Current Limit Per Issuer	Proposed Limit Per Issuer
R-1(high) /AAA	-	10%	15%
R-1(high) /AA	BMO/CIBC/Royal/Scotia/TD	5%	15%
R1(middle)/AA,AA(low)	HSBC/National Bank	5%	10%
R-1(middle) /A(high)	Manulife Bank	3%	5%
R-1(low) /A (low)	Canadian Western Bank	3%	3%

- **Credit Unions:** Since 2008, deposits in credit unions in B.C. are fully guaranteed by the Province (Credit Union Deposit Insurance Corporation). As a result of the unlimited deposit insurance protection, the maximum investments in B.C. credit unions is proposed to increase from 10% to 30% of the total portfolio balance and the maximum term of 365 days is proposed to be removed.

The proposed change also includes removing specific credit unions being named on the investment policy. In addition, the credit union investment limit is proposed to change from the current per issuer limit of the greater of 5% of total portfolio balance or \$30 million to:

Credit Union Type (B.C. Only)	Proposed Limit Per Issuer
Credit Unions with assets* > \$10 billion	The greater of: i) 10% of total portfolio balance, or ii) \$75 million
Credit Unions with assets* > \$500 million and < \$10 billion	The greater of: i) 5% of total portfolio balance, or ii) \$50 million

*value of assets based on last audited financial statements

- **Credit Rating:** Add footnote to indicate the primary use of Dominion Bond Rating Services (DBRS) and other approved credit rating organizations' ratings (such as S&P and Moody's) be used if DBRS is unavailable.

Section 9: Diversification

To ensure adequate risk diversification and to improve investment flexibility, it is proposed that the requirement that "a minimum of 90% of the portfolio's market value to carry a DBRS credit rating of AA of higher or the equivalent of R-1 (middle) or higher" be changed to "a minimum of 90% of the portfolio's market value to carry a DBRS credit rating of A (high) or higher or the equivalent of R-1 (middle) or higher"

This change will increase the City's investment flexibility while still ensuring that over 90% of the City's investments are held in secured investments with high credit ratings to achieve the City's four main investment objectives. The table below illustrates the increased diversification based on the DBRS credit ratings as of October 2013 (ratings are be subject to change by DBRS as the risk of default of issuers may change due to future events):

Type	Issuers with DBRS AA**or higher	Issuers with DBRS A (high)**or higher
Federal	Government of Canada Canada Housing Trust	Government of Canada Canada Housing Trust
Provincial	AB, BC, SK, ON	AB, BC, SK, ON NB, NS, QC, MB
Banks	BMO,CIBC,Royal,Scotia,TD, HSBC	BMO,CIBC,Royal,Scotia,TD, HSBC, National Bank, Manulife Bank

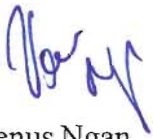
**credit ratings valid as of October 2013

Financial Impact

The proposed changes to the investment policy will increase the City's investment flexibility and is expected to result in improved investment return for the City while preserving capital and maintaining liquidity.

Conclusion

The Investment Policy changes highlighted in this report will increase the City's investment flexibility in achieving the City's investment objectives of capital preservation, liquidity and reasonable return. The proposed amendments to sections 1, 2, 8 and 9 of Investment Policy 3703 are included in **Attachment C** of this report and are recommended for approval by Council.



Venus Ngan
Manager, Treasury and Financial Services



Page 1 of 6

Adopted by Council: June 25, 2007
Amended by Council: June 8, 2009

Policy 3703

File Ref: 03-1095-00

INVESTMENT**POLICY 3703:****1. POLICY**

The purpose of this investment policy is to establish and maintain practices and procedures to invest public funds with the highest return on investment and with the maximum security and appropriate liquidity while meeting daily cash flow demands and conforming to all legislation governing the investment of public funds. This policy applies to the investment activities of the General, Water, Sewer, Capital, Trust and Reserve Funds.

2. OBJECTIVES

The primary objectives of investment activities will be adherence to statutory requirements, safety, liquidity and return on investment.

- **Statutory Requirements:** Authority for investment guidelines of municipal funds is provided in section 183 of the Community Charter.
- **Safety:** Investments will be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. Preservation of capital will be accomplished through
 - Diversification, as outlined in paragraph 9, and
 - Risk control, whereby portfolio components are limited to safer types of investments as defined in paragraph 8.
- **Liquidity:** The investment portfolio will be administered to ensure adequate cash flow is available to meet all reasonably anticipated operating requirements.
- **Return on Investment:** The investment portfolio will be designed with the objective of maximizing the rate of return through budgetary and economic cycles. The Financial Officer will take into account these constraints and objectives in the selection of investments to be included in the City's portfolio. The portfolio will be structured to attain optimum performance results as directed by the Policy, and to create maximum value to the City, net of any costs incurred in the investment process.

3. PRUDENCE

Investments will be made with judgement and care, under circumstances then prevailing, by persons of prudence, discretion and intelligence exercised in the management of other people's affairs, not for speculation, but for investment, considering the probable safety of capital as well as the probable income to be derived. Where external managers are engaged to perform trading activity, the external managers will be required to exercise the degree of care, diligence, and skill which a prudent investment counsel would exercise in similar circumstances. The Financial Officer acting in accordance with this policy and exercising due diligence will be relieved of personal responsibility for an individual security's credit risk or market price changes.



Page 2 of 6

Adopted by Council: June 25, 2007
Amended by Council: June 8, 2009

Policy 3703

File Ref: 03-1095-00

INVESTMENT

4. AUTHORIZATION

Authority to manage the City's investment program is derived from section 149 of the Community Charter, as follows:

“Financial Officer

One of the municipal officer positions must be assigned the responsibility of financial administration, which includes the following powers, duties and functions:

- a) receiving all money paid to the municipality;
- b) ensuring the keeping of all funds and securities of the municipality;
- c) investing municipal funds, until required, in authorized investments;
- d) expending municipal money in the manner authorized by the council;
- e) ensuring that accurate records and full accounts of the financial affairs of the municipality are prepared, maintained and kept safe;
- f) exercising control and supervision over all other financial affairs of the municipality.”

The Financial Officer is the portfolio administrator and has the ultimate responsibility for the prudent investment of the portfolio. The Financial Officer may retain a professional investment manager(s) (“Investment Manager(s)”) to provide investment advice and carry out the instructions of the Financial Officer.

The Financial Officer will:

- administer the Policy;
- review the Policy annually, which will include a reassessment of the fund’s objectives, the benchmark portfolio and the impact of any changes in liquidity requirements if necessary;
- select the Investment Manager(s) and City’s custodial bank;
- regularly review the quantitative and qualitative performance of the Investment Manager(s) including an evaluation of the rates of return, an analysis of the areas where the Investment Manager(s) added or reduced value, and a review of the Investment Manager(s) in the context of the criteria for their selection;
- be responsible for regularly monitoring the asset mix of the portfolio and taking the action necessary, to correct any breaches of applicable legislation or the permitted asset mix ranges set out in this Policy;
- provide information on significant cash flow changes to the Investment Manager(s);
- be responsible for the oversight of any professional Investment Manager(s).
- have the authority to appoint and terminate the Investment Manager(s).

The Investment Manager(s) will:

- provide the Financial Officer with monthly reports of actual portfolio holdings, detailing each class of assets and how they conform to policy maximums as defined in section 8 and 9;
- present to the Financial Officer a quarterly review of investment performance, including an explanation of any shortfalls of their investment results compared to the investment objectives;
- provide estimates of future returns on investments and review proposed investment strategies that may be used to meet the objectives;
- attend a meeting with the Financial Officer at least once each year to review the results they have achieved;
- inform the Financial Officer promptly of any element of the Policy that could prevent attainment of the Plan’s objectives;
- give prompt notice to the City’s custodial bank of all purchases and sales of securities;



- report all investment transactions quarterly to the Financial Officer;
- provide the Financial Officer with a quarterly certificate of compliance with the Policy for the quarter just ended.

5. ETHICS AND CONFLICT OF INTEREST

The Investment Manager(s), Financial Officer and any individuals involved in the investment process will refrain from personal business activity that could conflict with the proper execution of the investment program or impair ability to make unbiased investment decisions. Parties will disclose any material personal financial interest in investments involved or in financial institutions that conduct business with the City. Any deviation is to be reported to the City Solicitor immediately.

6. IMPLEMENTATION

An active or passive investment style may be adopted, depending on suitability of each in meeting the City's investment objectives.

7. AUTHORIZED INVESTMENT DEALERS AND INSTITUTIONS

The Investment Manager(s) will be registered with a regulated securities commission. They will be responsible for maintaining a list of approved financial institutions and brokers/dealers authorized to provide investment services. An annual review of this list will be completed by the Investment Manager(s), whereupon, the recommendations for any additions and deletions will be discussed and approved by the Financial Officer.

8. PERMITTED INVESTMENTS

Under the Community Charter Section 183, "a municipality may invest money that is not immediately required in one or more of the following:

- a) securities of the Municipal Finance Authority;
- b) pooled investment funds under section 16 of the Municipal Finance Authority Act;
- c) securities of Canada or of a province;
- d) securities guaranteed for principal and interest by Canada or by a province;
- e) securities of a municipality, regional district or greater board;
- f) investments guaranteed by a chartered bank;
- g) deposits in a savings institution, or non-equity or membership shares of a credit union;
- h) other investments specifically authorized under this or another Act."



The following table sets out the City's permitted investments, minimum credit rating requirements and their limits:

ASSET CLASS	DBRS Short Term / Long Term	LIMITS PER ISSUER (as a % of total portfolio)
FEDERAL ISSUERS		
Federal & Federally guaranteed	R-1 (high) / AAA	75% (min 25%)
PROVINCIAL ISSUERS (includes provincial government, provincial crown corporations, and provincially guaranteed)		
All Provinces	R-1 (high) / AAA	25% per province
All Provinces	R-1 (middle) / AA	20% per province
All Provinces (Except Newfoundland and Prince Edward Island)	R-1 (low) / A	10% per province
Newfoundland and Prince Edward Island	R-1 (low) / A	5% per province
TOTAL PROVINCES		50% (min 15%)
CHARTERED BANKS		
Schedule I, II & III banks	R-1 (high) / AAA	10 % per bank
Schedule I, II & III banks	R-1 (middle) / AA	5 % per bank
Schedule I, II & III banks	R-1 (low) / A	3 % per bank
TOTAL SCHEDULE I, II & III BANKS		25% (min 0%)
CREDIT UNIONS (credit unions terms are limited to a period of 1 year)		
VanCity	The greater of: i) 5% of total portfolio balance per credit union, or ii) \$30 million per credit union	
Coast Capital		
BC Central Credit Union		
Other Credit Unions		
TOTAL CREDIT UNIONS		The greater of: i) 10% of total portfolio balance, or ii) \$75 million (min 0%)
POOLED INVESTMENTS		
Pooled funds	20% (min 0%)	
OTHER SECURITIES		
Municipality, Regional District or Greater Board	10% (min 0%)	



9. DIVERSIFICATION

The City recognizes that prudence in investment selection is essential to minimize interest rate and credit risk.

- Interest Rate Risk – At each interim and annual reporting periods, the Investment Manager(s) will monitor the performance of the cash and bond components of the portfolio against the selected benchmarks. The Investment Manager(s) will also assess the duration of the bond components of the portfolio to ensure they fall within a year and a half of the duration of the benchmark against which bond performance is measured. The 91-Day T-Bill Index will be the basis for benchmarking the cash component of the portfolio. For the bond components of the portfolio, the indices within the DEX Universe Bond Index will be selected as the benchmarks. Selection of the appropriate benchmark for each bond component will be based on the index with the duration closest to the duration of the bond component being evaluated. The following indices fall within the DEX Universe Bond Index:

DEX Universe All Government Index

DEX Short Term All Government Index

DEX Mid Term All Government Index

DEX Short/Mid All Government Index

DEX Long Term All Government Index

- Credit Risk – The Investment Manager(s) will minimize credit risk by investing in safer type of instruments. A minimum of 90% of the portfolio's market value is required to carry a DBRS credit rating of AA or the equivalent R1-middle or higher.

Diversification will be achieved through:

- Setting limits on the amount of investments with a specific maturity, from a specific issuer or a specific sector;
- Investing the targeted amount of assets in liquid investments to ensure funds are readily available; and
- Selecting assets with varying maturity terms.

In addition, the Investment Manager(s) will engage in the rebalancing of the portfolio to adhere to parameters as defined in this policy or any addendums agreed upon by the Financial Officer and the Investment Manager(s).

10. COMPETITIVE BIDS

The Financial Officer or Investment Manager(s) will solicit competitive verbal quotations for the purchase and sale of securities when it is prudent to do so. This policy recognizes that, from time to time, offerings of value may require immediate action. Under such circumstances competitive bids may not be sought provided that value can be substantiated by market data.

11. SAFEKEEPING AND CUSTODY

All transactions will be executed by the delivery-versus-payment basis to ensure securities are deposited in an eligible financial institution with the release of funds. Settlement will take place at the main branch of the City's custodial bank in any Canadian city. Securities will be held by the City's custodial bank or alternatively, will be registered with the Central Depository for Securities (CDS).



Page 6 of 6

Adopted by Council: June 25, 2007
Amended by Council: June 8, 2009

Policy 3703

File Ref: 03-1095-00

INVESTMENT

- **Authorization:** The custodial bank will not accept delivery or payment without prior authorization and instructions for the City.
- **Evidence:** All transactions traded in-house will be evidenced by a contract advice from the investment dealer, as well as a settlement advice from the custodial bank.
- **Registration:** All securities that are in registerable form will be registered in the name of the City of Richmond.
- **Repurchase Agreements:** In addition to all the terms and conditions above, the City's custodial bank will be responsible for ensuring that the repurchase agreement for overnight transactions has been duly executed.

12. INTERNAL CONTROLS

External audits will be performed annually, including an assessment of investment effectiveness and risk management.

13. PERFORMANCE STANDARDS

The investment portfolio will be designed to obtain an above market benchmark, taking into account the City's investment risk constraints, cash flow requirements, and active management strategy. This policy recognizes that the reliability of performance evaluation (i.e. comparison to benchmarks) increases with the duration of the measurement period.

14. REPORTING

The Financial Officer will prepare an investment report on a quarterly basis to Council. The report will provide a summary of the securities held at the end of the reporting period including issuer diversification and market values.

The Investment Manager(s) will conduct at each quarter end a review of the portfolio, including strategy employed, duration, liquidity, and a forecast of upcoming market conditions.

15. ADOPTION AND REVIEW

The policy will be reviewed annually by the Financial Officer, and any suggested modifications will be presented to Council for adoption.

1. POLICY

The purpose of this ~~investment~~ policy is to ~~establish and maintain~~ ensure that the City's practices and procedures ~~to invest in the investment of~~ public funds ~~are in compliance with statutory requirements of the Community Charter, while ensuring safety of capital, maintaining appropriate liquidity in meeting anticipated cash flow demands, and attaining a reasonable rate of return after taking into account the investment constraints and liquidity requirements, with the highest return on investment and with the maximum security and appropriate liquidity while meeting daily cash flow demands and conforming to all legislation governing the investment of public funds.~~ This policy applies to the investment activities of the General, Water, Sewer, Capital, Trust and Reserve Funds.

2. OBJECTIVES

~~The primary objectives of investment activities will be adherence to statutory requirements, safety, liquidity and return on investment. Conservative management philosophy is followed in investment activities of all public funds held by the municipality. Four fundamental objectives, in priority order, are as follows:~~

- ~~(i) Adherence to~~ Statutory Requirements:

Authority for investment guidelines of municipal funds is provided in section 183 of the *Community Charter*.

- ~~(ii) Safety of Capital:~~

Investments ~~activities~~ will be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. Preservation of capital will be accomplished through:

- o Diversification, as outlined in ~~paragraph section~~ 9, and
- o Risk control, whereby portfolio components are limited to ~~safer conservative~~ types of investments as defined in ~~paragraph section~~ 8.

- ~~(iii) Liquidity of Investment:~~

The investment portfolio will be administered to ensure adequate cash flow is available to meet all reasonably anticipated operating ~~and capital~~ requirements.

- ~~(iv) Return on Investment:~~

The investment portfolio will be designed with the objective of maximizing the rate of return through budgetary and economic cycles, ~~taking into account the investment constraints and liquidity requirements.~~ The Financial Officer will take into account these constraints and objectives in the selection of investments to be included in the City's portfolio. The portfolio will be structured to attain optimum performance results as directed by the Policy, and to create maximum value to the City, net of any costs incurred in the investment process.

8. PERMITTED INVESTMENTS

Under the *Community Charter* Section 183, a municipality may invest money that is not immediately required in one or more of the following:

- a) securities of the Municipal Finance Authority;
- b) pooled investment funds under section 16 of the Municipal Finance Authority Act;
- c) securities of Canada or of a province;
- d) securities guaranteed for principal and interest by Canada or by a province;
- e) securities of a municipality, regional district or greater board;
- f) investments guaranteed by a chartered bank;
- g) deposits in a savings institution, or non-equity or membership shares of a credit union;
- h) other investments specifically authorized under this or another Act.

The following table sets out the City's permitted investments, minimum credit rating requirements and their limits:

(See amended table in Attachment C)

9. DIVERSIFICATION

The City recognizes that prudence in investment selection is essential to minimize interest rate and credit risk.

- Interest Rate Risk – At each interim and annual reporting periods, the Investment Manager(s) will monitor the performance of the cash and bond components of the portfolio against the selected benchmarks. The Investment Manager(s) will also assess the duration of the bond components of the portfolio to ensure they fall within a year and a half of the duration of the benchmark against which bond performance is measured. The 91-Day T-Bill Index will be the basis for benchmarking the cash component of the portfolio. For the bond components of the portfolio, the indices within the DEX Universe Bond Index will be selected as the benchmarks. Selection of the appropriate benchmark for each bond component will be based on the index with the duration closest to the duration of the bond component being evaluated. The following indices fall within the DEX Universe Bond Index:

DEX Universe All Government Index
DEX Short Term All Government Index
DEX Mid Term All Government Index
DEX Short/Mid All Government Index
DEX Long Term All Government Index

- Credit Risk – The Investment Manager(s) will minimize credit risk by investing in safer conservative types of instruments. A minimum of 90% of the portfolio's market value is required to carry a DBRS credit rating of AA-A (high) or higher or the equivalent R1-middle or higher.

Diversification will be achieved through:

- Setting limits on the amount of investments with a specific maturity, from a specific issuer or a specific sector;
- Investing the targeted amount of assets in liquid investments to ensure funds are readily available; and
- Selecting assets with varying maturity terms.

In addition, the Investment Manager(s) will engage in the rebalancing of the portfolio to adhere to parameters as defined in this policy or any addendums agreed upon by the Financial Officer and the Investment Manager(s).

1. POLICY

The purpose of this policy is to ensure that the City's practices and procedures in the investment of public funds are in compliance with statutory requirements of the *Community Charter*, while ensuring safety of capital, maintaining appropriate liquidity in meeting anticipated cash flow demands, and attaining a reasonable rate of return after taking into account the investment constraints and liquidity requirements..

2. OBJECTIVES

Conservative management philosophy is followed in investment activities of all public funds held by the municipality. Four fundamental objectives, in priority order, are as follows:

(i) Adherence to Statutory Requirements

Authority for investment guidelines of municipal funds is provided in section 183 of the *Community Charter*.

(ii) Safety of Capital

Investment activities will be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. Preservation of capital will be accomplished through:

- Diversification, as outlined in section 9, and
- Risk control, whereby portfolio components are limited to conservative types of investments as defined in section 8.

(iii) Liquidity of Investment

The investment portfolio will be administered to ensure adequate cash flow is available to meet all reasonably anticipated operating and capital requirements.

(iv) Return on Investment

The investment portfolio will be designed with the objective of maximizing the rate of return through budgetary and economic cycles, taking into account the investment constraints and liquidity requirements. The Financial Officer will take into account these constraints and objectives in the selection of investments to be included in the City's portfolio. The portfolio will be structured to attain optimum performance results as directed by the Policy, and to create maximum value to the City, net of any costs incurred in the investment process.

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- c) securities of Canada or of a province;
- d) securities guaranteed for principal and interest by Canada or by a province;
- e) securities of a municipality, regional district or greater board;
- f) investments guaranteed by a chartered bank;
- g) deposits in a savings institution, or non-equity or membership shares of a credit union;
- h) other investments specifically authorized under this or another Act.

The following table sets out the City's permitted investments, minimum credit rating requirements and their limits:

ASSET CLASS	DOMINION BOND RATING SERVICES LIMITED (DBRS) ¹ Short Term / Long Term Rating	LIMITS PER ISSUER (as a % of total portfolio)
FEDERAL ISSUERS		
Federal & Federally guaranteed	R-1 (high) / AAA	No limit
PROVINCIAL ISSUERS		
All Provinces	R-1 (high) / AAA, AA (high), AA	25% per province
All Provinces	R-1 (middle) / AA (low)	20% per province
All Provinces	R-1 (middle) / A (high)	10% per province
All Provinces	R-1 (low) / A, A (low)	5% per province
TOTAL PROVINCES		Maximum 50%
CHARTERED BANKS		
Schedule I, II & III banks	R-1 (high) / AAA, AA	15 % per bank
Schedule I, II & III banks	R-1 (middle) / AA, AA (low)	10 % per bank
Schedule I, II & III banks	R-1 (middle) / A (high)	5 % per bank
Schedule I, II & III banks	R-1 (low) / A (low)	3 % per bank
TOTAL CHARTERED BANKS		Maximum 50%
B.C. CREDIT UNIONS		
Credit unions with total assets ² more than \$10 billion	The greater of: (i) 10% of total portfolio balance per credit union, or (ii) \$75 million per credit union	
Credit unions with total assets ² between \$500 million and \$10 billion	The greater of: (i) 5% of total portfolio balance per credit union, or (ii) \$50 million per credit union	
TOTAL B.C. CREDIT UNIONS		Maximum 30%
POOLED INVESTMENTS		
Pooled funds		Maximum 20%
OTHER SECURITIES		
Municipality, Regional District or Greater Board		Maximum 10%

¹ If DBRS credit rating is not available, the City can use an equivalent credit rating provided by an approved credit rating organization such as Standard & Poor's Corporation (S&P) and Moody's Investors Services Inc. (Moody's)

² Based on latest audited financial statements

9. DIVERSIFICATION

The City recognizes that prudence in investment selection is essential to minimize interest rate and credit risk.

- Interest Rate Risk – At each interim and annual reporting periods, the Investment Manager(s) will monitor the performance of the cash and bond components of the portfolio against the selected benchmarks. The Investment Manager(s) will also assess the duration of the bond components of the portfolio to ensure they fall within a year and a half of the duration of the benchmark against which bond performance is measured. The 91-Day T-Bill Index will be the basis for benchmarking the cash component of the portfolio. For the bond components of the portfolio, the indices within the DEX Universe Bond Index will be selected as the benchmarks. Selection of the appropriate benchmark for each bond component will be based on the index with the duration closest to the duration of the bond component being evaluated. The following indices fall within the DEX Universe Bond Index:

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Diversification will be achieved through:

- Setting limits on the amount of investments with a specific maturity, from a specific issuer or a specific sector;
- Investing the targeted amount of assets in liquid investments to ensure funds are readily available; and
- Selecting assets with varying maturity terms.

In addition, the Investment Manager(s) will engage in the rebalancing of the portfolio to adhere to parameters as defined in this policy or any addendums agreed upon by the Financial Officer and the Investment Manager(s).



City of Richmond

Report to Committee

To: Finance Committee

Date: September 16, 2013

From: Andrew Nazareth
General Manager, Finance and Corporate
Services

File:

Re: Amendments to the 5 Year Financial Plan (2013-2017) Bylaw 8990

Staff Recommendation

That the 5 Year Financial Plan (2013-2017) Bylaw 8990, Amendment Bylaw 9060 which would incorporate and put into effect changes previously approved by Council and administrative changes to the 2013 Capital, Utility and Operating Budgets (as summarized in Attachment 1), be introduced and given first, second and third readings.

Andrew Nazareth
General Manager, Finance and Corporate Services
(604-276-4095)
Att. 3

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Community Social Development	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
Finance Division	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Project Development	<input checked="" type="checkbox"/>	
Sewerage & Drainage	<input checked="" type="checkbox"/>	
Roads and Construction	<input checked="" type="checkbox"/>	
Community Bylaws	<input checked="" type="checkbox"/>	
Fire Rescue	<input checked="" type="checkbox"/>	
Library	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
Public Art	<input checked="" type="checkbox"/>	
Development Applications	<input checked="" type="checkbox"/>	
REVIEWED BY DIRECTORS	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

The 5 Year Financial Plan (2013-2017) Bylaw 8990 was adopted February 25, 2013. Included in the 5 Year Financial Plan (5YFP) are the 2013 Capital, Utility and Operating Budgets.

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

Analysis

The 5 Year Financial Plan (2013-2017) Bylaw 8990 was adopted February 25, 2013 and included the 5 Year Financial Plan, 5 Year Capital Program and Statement of Policies and Objectives. Subsection 165 (4) of the Community Charter requires the financial plan to include the proposed funding sources for the planning period. The Amended 5 Year Financial Plan (2013-2017) includes the 5 Year Financial Plan, 5 Year Funding Sources, and Statement of Policies and Objectives.

Subsequent to the adoption of the 5YFP, additional opportunities and projects have emerged. Individual staff reports detailing these amendments have been presented to Council for approval.

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

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

Several reports have been presented to Council detailing items that result in amendments to the 2013 5YFP. The Council approved changes (presented in order of the Council meeting date) are:

1. a. At the Council meeting on March 25, 2013, Council approved: *“(1) That the Blundell School Field baseball upgrade project be endorsed for submission to the federal Community Infrastructure Improvement Fund (CIIF); and (2) That the Chief Administrative Officer and General Manager Community Services be authorized to execute the funding agreements for approved projects and the 2013 – 2017 five year financial plan be amended accordingly to reflect the receipt of an external grant.”*

The 2013 Capital Budget will be increased by \$165,300 for the Blundell School Field Upgrade project to be funded by the CIIF external grant.

- b. At the Council meeting on May 6, 2013, it was approved: *“(1) That the Ladner Steveston Local Channel Dredging Contribution Agreement as attached to the staff report titled*

Ladner Steveston Local Channel Dredging Contribution Agreement 2013 from the Senior Manager, Parks and Director, Engineering dated April 16, 2013 be approved; (2) That the Chief Administrative Officer and the General Managers of Community Services and Engineering and Public Works be authorized to sign the Ladner Steveston Local Channel Dredging Contribution Agreement; and (3) That staff bring forward the finalized dredging budget and scope for consideration prior to any expenditure commitment.”

- i. This amendment increases the 2013 Operating Budget by \$100,000 for the dredging planning and design with funding from the Dredging Provision.
- ii. At the October 22, 2012 Council meeting, it was approved: *“(1) That no greater than \$2.0M in funding from the utility provisions be approved as the City’s proportionate share for the dredging of the Steveston Channel, which will only be expended upon the approval and commitment by senior governments of matching grants.”*

The remaining \$1.9 million will be funded in equal proportions from the water and sewer utility provision accounts to allow for the funds to be expended, subject to future approval by Council of senior government grants.

- c. At the Council meeting on June 24, 2013, it was approved: *“That: (1) the following Major Capital Facilities Program Phase 1 projects be endorsed and included in the City’s 2014 budget process for Council consideration as described in the Staff report titled “Major Capital Facilities Program Phase 1” dated May 31, 2013 from the Director of Engineering: (a) Replacement of the Older Adults’ Activity Centre in Minoru Park; (b) Renovation of the City Hall Annex (formerly known as the Public Safety Building on Minoru Boulevard) for temporary use as an older adults’ centre; (c) replacement of the Aquatics Centre in Minoru Park; (d) Temporary cover over Steveston outdoor pool for continuity of community aquatic services; (e) Replacement of Firehall No. 1 at the corner of Granville Avenue and Gilbert Road; (2) the funding strategy outlined in Option 3 of this report be endorsed on the basis that the City would borrow \$50 Million dollars with a 10-year amortization with the balance to be taken from the City’s Reserves; (3) an amendment to the City’s Five Year Financial Plan (2013-2017) to include \$3.5 million for advanced design of the Major Capital Facilities Program Phase 1 with funding to come from the City’s revolving fund be brought forward for Council consideration; (4) an amendment to the City’s Five Year Financial Plan (2013-2017) to include \$500,000 for advanced construction of the City Centre Community Centre Tenant Improvements with funding to come from the City’s revolving fund be brought forward for Council consideration; (5) staff bring forward the balance of the list of the capital facilities priorities for examination; and (6) staff provide details of the full consultation plans and report through the General Purposes Committee.”*
- i. The 2013 Capital Budget will be increased by \$3.5 million for advanced design for the projects identified at the June 24, 2013 Council meeting that form the

Major Capital Facilities Program (CFIP) Phase 1. This will be funded by the Revolving Fund.

- ii. Increase the 2013 Capital Budget by \$500,000 for City Centre Community Centre Tenant Improvements funded from the Revolving Fund.
- iii. The 2013 Capital Budget will be increased by \$50 million representing the debt funding for the replacement of the Aquatics Centre. The remaining funding required for the CFIP Phase 1 will be taken from the City's Reserves as part of the 2014-2018 Financial Plan. The inclusion of this project in the amended 2013-2017 5YFP is required in order to complete the full approval process by the end of November which will allow the Municipal Finance Authority (MFA) to provide the requested funding to the City in the Spring of 2014.

Upon Council approval of this 5YFP amendment, staff will present to Council the Loan Authorization Bylaw to borrow \$50 million from the MFA under a separate report. The debt repayment will be funded by existing debt funding budget and gaming revenue, therefore no tax impact will result from the proposed borrowing for the CFIP.

- d. At the Council meeting on July 22, 2013, it was approved: *"That \$251,500 of Drainage Utility Reserve funding be approved for the No. 2 Road Drainage Box Culvert Replacement, and that the 2013 – 2017 Five Year Financial Plan be amended accordingly."*

The transfer of \$251,500 from the Drainage Utility Reserve funding will increase the 2013 Capital Budget.

- e. At the Council meeting on July 22, 2013, it was approved: *"(1) That a pilot program for food scraps and organics collection services for multifamily dwellings and commercial businesses, as outlined in Option 1 of the staff report dated June 24, 2013 from the Director – Public Works Operations, be approved; (2) That the Chief Administrative Officer and General Manager, Engineering & Public Works be authorized to negotiate and execute an amendment to Contract T.2988, Residential Solid Waste & Recycling Collection Services, to service, acquire, store, assemble, label, deliver, replace and undertake related tasks for the carts, kitchen containers and related items associated with this temporary pilot program; and (3) That an amendment to the City's Five Year Financial Plan (2013-2017) to include capital costs of \$200,000 and operating costs of \$120,000 for undertaking a pilot program for food scraps and organics collection services for Multi-Family Dwellings (4) and Commercial Businesses, with funding from the City's general solid waste and recycling provision, be brought forward for Council consideration."*

The Operating Budget will be increased by \$120,000 and the Capital Budget increased by \$200,000 for this initiative which will be funded from the General Solid Waste and Recycling Provision.

- f. At the Council meeting on September 16, 2013, it was approved: *“That: (1) staff be authorised to purchase the Cadence Child Care Facility based on the terms and conditions as set out in RZ 12-602449 and the staff report dated January 22, 2013 to Planning Committee; (2) staff be authorised to transfer \$874,000 from the Child Care Development Reserve Fund and such funds to be utilized to complete the proposed transaction; (3) an amendment to the City's Five Year Financial Plan (2013-2017) to include \$874,000 for the purchase of an independent air space parcel which is to include a fully constructed facility, to be known as Cadence Child Care Facility, with funding to come from the City's Childcare Development Reserve Fund be brought forward for Council consideration; and (4) the Chief Administrative Officer and the General Manager, Finance & Corporate Services are authorised to complete the negotiations and execute the Purchase and Sale Agreement in regards to the purchase of Cadence Child Care Facility.”*

The 2013 Capital Budget will be increased by \$874,000 from the Childcare Development Reserve for the acquisition of the independent air parcel for the Cadence Child Care Facility. The corresponding \$30,257 Operating Budget Impact will be included in the City's Five Year Financial Plan (2014-2018).

- g. Include subject to approval of a separate staff report at a future Council meeting, the addition of \$7,019,666 from the Affordable Housing Capital Reserve Fund toward the construction costs associated with the 296 subsidized seniors housing units at 6251 Minoru Boulevard (Kiwanis Towers).
- h. At the Closed Council meeting on July 22, 2013, Council approved the transfer of \$150,000 within the Law and Community Safety Operating Budget for consulting costs.

During the year the original 5 Year Financial Plan Bylaw may require amendments due to additional amounts being received, re-classification of costs or unexpected expenditures. The following amendments represent administrative changes:

2. a. Budget Amendment Policy 3001 states that changes to salaries be reported to Committee. The following amendments will result in no overall increase to the 2013 Operating Budget:
 - i. Transfer \$149,900 from the Corporate Administration budget to the Energy Management budget in order to provide funding for the Senior Manager, Sustainability & District Energy position.
 - ii. Transfer \$130,979 from the Corporate Administration budget to the Community Services budget in order to provide funding for the Manager, Community Cultural Development position.

- iii. Increase the Sports and Community Events budget by \$104,000 for the 2013 Maritime Festival expenditures, which was funded by Maritime Festival sponsorship revenues. \$4,000 of this is allocated to salaries.
 - iv. Increase the Energy Management budget by \$79,167 for the temporary full time Sustainability Project Manager position which is funded through BC Hydro grants.
 - v. Increase the Community Bylaws budget for the approved reclassifications of unionized staff positions. The 2013 funding for these positions of \$53,920 will be offset by the increased parking revenues.
 - vi. Transfer \$49,000 within the Information Technology section operating budget from consultants to salaries to provide funding for Business Systems Analyst position.
 - vii. Increase the Arts, Culture and Heritage budget by \$30,000 for the additional administration required for Public Arts projects, which will be funded from the Public Art Provision.
 - viii. Transfer \$20,000 within the Community Services Department from the Parks Resource Management section to the Parks Administration section for clerical assistance.
 - ix. Transfer \$14,000 within the Finance and Corporate Services Department from the Finance Administration section to the City Clerks section for clerical assistance.
 - x. Include \$42,700 Operating Budget Impact (OBI) in the Water and Sanitary Sewer Utility Budgets as a result of the completion of the 2013 Watermain Replacement and Sanitary Sewer capital projects. Included in the \$42,700 is \$7,178 for additional salaries.
- b. During the year there were items that should have been capitalized in accordance with generally accepted accounting principles. The following amendments represent the administrative transfer from the operating or utility budget to the capital budget:
- i. Transfer \$1,625,000 to the 2013 Capital Budget for minor capital charges for the Public Safety Building Renovation project 2011-2012. There is no financial impact since the amount is funded from the Project Development Facilities operating budget.
 - ii. Transfer \$609,000 to the 2013 Capital Budget for miscellaneous repaving charges for roads. There is no financial impact since the amount is funded from the Roads and Construction operating budget.

- iii. Transfer \$341,000 to the 2013 Capital Budget for water meters. There is no financial impact since the amount is funded from the Water Utility budget.
- c. Increase the scope of existing programs and projects by a total of \$2,025,371 to recognize additional external funding to the Capital Budget:
 - Oval West Waterfront Park – Phase 1 Hollybridge Pier (\$1,000,000) voluntary contribution by a developer. The rezoning was adopted on October 24, 2011.
 - Britannia: Seine Net Loft (2011) funded by a Western Economic Diversification Canada grant (\$250,000).
 - Traffic Video Detection funded by Translink & ICBC contributions (\$198,500).
 - Asphalt Repaving of roads funded by developer contributions (\$170,331).
 - Cycling Network Expansion (\$108,233) funded from various grants.
 - Hamilton Park Playground redesign/rebuild funded by contributions from Hamilton Community Association and the Tire Stewardship of B.C. (\$97,244).
 - Traffic signals and operations (\$96,500) funded by external funding such as developer contributions, ICBC and Translink.
 - Gateway Theatre Mechanical System Retrofit funded by a Federal Grant (\$58,980).
 - West Richmond Community Centre carpentry work (\$35,583) funded by the West Richmond Community Association.
 - Oval West Waterfront Park – Phase 1 derelict piles removal cost share (\$10,000) funded by the UBC Rowing Club.
- d. Increase the Project Facilities Administration Operating Budget by \$380,316 by transferring \$155,000 from the Gaming Provision and \$225,316 from the Building Improvement Provision accounts. The respective amounts represent the carry-forward of unspent funds from the 2012 Operating Budget that relate to programs that were not completed in 2012.
- e. Transfer \$225,000 from the McLennan (South) Park project to the Middle Arm Waterfront project with no overall impact to the Capital Budget for general landscaping of the overall park.
- f. Transfer \$204,705 from the Future Capping Deposits account to Annual Asphalt Re-Paving capital projects for the final repaving of designated roads.
- g. Transfer funding of \$150,000 from the Additional Level Provision for the expenses incurred for the Garden City Land consultation and public input that was conducted.
- h. Include the Library Wireless Network capital project for \$146,818 in the 2013 Capital Budget which will be funded equally from the Library's accumulated surplus and a grant from the Community Infrastructure Improvement Fund.
- i. Increase the Capital Budget by \$135,000 for the purchase of a Mobile Public Education unit to be funded equally from the Additional Level provision and the Fire Provision. A

partnership agreement with Canadian Western Bank will sponsor \$67,500 representing half of the cost and will be paid over a three-year term with proceeds to be deposited into the Fire Provision.

- j. Increase the Human Resources budget by \$125,000 for collective agreement negotiation, which will be funded by the Arbitrations Provision account.
- k. Include the capital costs for City Hall first floor improvements of \$100,000 to be funded from the General Contingency.
- l. Include the Mobile Shelving Installation capital project for \$90,000 in the 2013 Capital Budget which will be funded from library donations.
- m. Transfer \$76,200 within the Richmond Fire Rescue operating budget to purchase Business Continuity supplies.
- n. Increase the Capital Budget by \$48,631 for the replacement of the City Hall commercial refrigeration equipment from general contingency.
- o. Increase the Capital Budget by \$46,893 for the Tempest License Software project and the Community Bylaw Operating budget by \$4,800 for the corresponding OBI which will be funded from the favourability in existing revenues.
- p. Increase the Capital Budget by \$30,554 for the Tempest E-Apply for Dog License Module project and the Community Bylaw Operating budget by \$4,400 for the corresponding OBI which will be funded from the favourability in existing revenues.
- q. Reallocate \$14,900 for the OBI related to the No. 2 Road Fire Hall maintenance from Fiscal to Fire Rescue and Facilities Management Operating Budgets.
- r. Increase the Arts, Culture and Heritage budget by \$10,000, which will be funded from Gulf & Fraser Sponsorship for Art Gallery initiatives.

Financial Impact

The proposed 2013 budget amendments have **no tax impact**. Overall, there is an increase of \$67,913,438 to the 2013 Capital Budget and \$10,158,716 to the 2013 Operating and Utility Budget. Each of these annual budgets combines to form part of the 2013-2017 5YFP. The 2013-2017 5YFP schedule, capital program and funding sources can be found in **Attachments 1 - 3**.

2013 Capital Budget – Summary of Changes

(in \$000's)

Item	Description	Ref	Amount
Capital Budget as at February 25, 2013			\$71,768
1	Aquatics Centre debt funding	1(c)iii	50,000
2	Affordable Housing Kiwanis	1(g)	7,020
3	Major facilities advanced design	1(c)i	3,500

4	Misc. grants & external sources	2(c)	2,025
5	Public Safety Building Renovation	2(b)i	1,625
6	Air parcel acquisition	1(f)	874
7	Miscellaneous repaving capital	2(b)ii	609
8	City Centre Community Centre capital project	1(c)ii	500
9	Water Meters	2(b)iii	341
10	Drainage Box Culvert replacement	1(d)	251
11	Asphalt capping	2(f)	205
12	Multi-Family & Commercial recycling	1(e)	200
13	Sports field upgrade	1(a)	165
14	Library wireless network	2(h)	147
15	Fire Safety Mobile Public Education Unit	2(i)	135
16	City Hall Improvements	2(k)	100
17	Mobile Shelving Installation	2(l)	90
18	Licensing Software	2(o&p)	77
19	City Hall Equipment Replacement	2(n)	49
20	Middle Arm Waterfront project	2(e)	0
Total amendments			67,913
Total 2013 Capital Budget including amendments			\$139,681

2013 Operating and Utility Budget – Summary of Changes (in \$000's)

Item	Description	Ref	Amount
------	-------------	-----	--------

Operating and Utility Budget as at February 25, 2013 **\$414,806**

1	Affordable Housing Kiwanis	1(g)	7,020
2	Steveston Channel Dredging	1(b)ii	1,900
3	Project Facilities	2(d)	380
4	Garden City Lands	2(g)	150
5	Union Bargaining Arbitration	2(j)	125
6	Multi-Family & Commercial Recycling	1(e)	120
7	Maritime Festival	2(a)iii	104
8	Dredging	1(b)i	100
9	Licensing Software	2(o&p)	87
10	Community Energy Management Program	2(a)iv	79
11	Community Bylaws positions	2(a)v	54
12	Public Art administration transfer	2(a)vii	30
13	Art Gallery initiatives	2(r)	10
14	Law and Community Safety consulting	1(h)	0
15	Sustainability & District Energy position	2(a)i	0
16	Community Cultural Development position	2(a)ii	0
17	Business Systems Analyst position	2(a)vi	0

Item	Description	Ref	Amount
18	Parks administration transfer	2(a)viii	0
19	Finance administration transfer	2(a)ix	0
20	Watermain replacements & Sanitary pump station maintenance	2(a)x	0
21	Public Safety Building Renovation	2(b)i	0
22	Miscellaneous repaving capital	2(b)ii	0
23	Water Meters	2(b)iii	0
24	Business continuity supplies	2(m)	0
25	No 2 Fire Hall maintenance	2(q)	0
Total amendments			10,159
Total Operating Budget including amendments			\$424,965

Items included in the above Summary of Changes with no amount represents offsetting adjustments due to transfers within the Operating and Utility Budget, resulting in no overall increase to the Operating and Utility Budget.

Conclusion

Staff recommends that Council approve the 2013 Capital, Operating and Utility Budget amendments to accommodate the expenditures within the 5 Year Financial Plan Bylaw. The proposed 2013 budget amendments will have no tax impact. Overall, there is an increase of \$67,913,438 to the 2013 Capital Budget and \$10,158,716 to the 2013 Operating and Utility Budget.

As required in Section 166 of the Community Charter staff will conduct a process of public consultation prior to the final reading on November 25, 2013.



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

JC:ms

CITY OF RICHMOND
5 YEAR AMENDED FINANCIAL PLAN (2013 – 2017)
(in 000's)

	2013 Amended	2014	2015	2016	2017
Revenues					
Property Taxes	174,825	181,481	188,176	194,641	201,023
Transfer from Capital Equity	43,185	43,085	43,161	43,539	44,819
Utilities	90,940	97,101	103,095	108,625	113,876
Transfer from Capital Equity	6,621	6,504	6,387	6,309	6,220
Fees and Charges	26,878	27,080	27,479	27,889	28,311
Investment Income	16,199	16,279	16,361	16,443	16,525
Grant-in-lieu	13,199	13,199	13,199	13,199	13,199
Gaming Revenue	12,364	12,394	12,436	12,475	12,516
Grants	4,739	4,556	4,556	4,556	4,556
Penalties and Interest on Taxes	990	1,010	1,030	1,051	1,072
Miscellaneous Fiscal Earnings	35,026	22,286	22,224	22,568	23,023
Capital Plan					
Transfer from DCC Reserve	20,125	15,159	13,566	11,431	14,501
Transfer from Other Funds and Reserves	62,824	41,362	38,424	43,771	41,491
External Contributions	6,732	650	170	195	195
Proceeds from borrowing	50,000	-	-	-	-
Carryforward Prior Years	97,522	54,142	37,206	32,411	31,009
TOTAL REVENUES	\$662,169	\$536,288	\$527,470	\$539,103	\$552,336
Expenditures					
Utilities	97,724	103,605	109,482	114,934	120,095
Law & Community Safety	85,191	87,218	89,568	91,945	94,328
Community Services	71,053	63,001	64,027	65,160	67,055
Engineering & Public Works	67,316	68,224	69,934	71,658	73,661
Finance and Corporate Services	24,330	24,075	24,447	24,828	25,221
Planning & Development	12,513	12,561	12,789	13,025	13,262
Fiscal	23,237	23,422	24,475	24,360	24,064
Transfer to Funds: Statutory Reserves	32,207	33,955	35,770	37,652	39,598
Corporate Administration	7,926	7,493	7,612	7,733	7,856
Municipal Debt					
Debt Interest	1,114	366	-	-	-
Debt Principal	2,355	1,056	-	-	-
Capital Plan					
Current Year Capital Expenditures	139,681	57,170	52,160	55,397	56,187
Carryforward Prior Years	97,522	54,142	37,206	32,411	31,009
TOTAL EXPENDITURES	\$662,169	\$536,288	\$527,470	\$539,103	\$552,336

CITY OF RICHMOND
5 YEAR AMENDED FINANCIAL PLAN
CAPITAL PROGRAM (2013-2017)
(in \$000's)

	2013 Amended	2014	2015	2016	2017
Infrastructure Program					
Roads	17,780	10,131	10,620	8,254	8,114
Drainage	8,131	8,125	4,863	7,001	13,720
Water Main Replacement	9,804	8,480	8,580	8,120	8,680
Sanitary Sewer	3,970	5,600	4,340	6,580	4,010
Infrastructure Advanced Design & Land	1,411	1,194	1,184	1,184	1,184
Minor Public Works	250	250	250	250	250
Total Infrastructure Program	\$41,346	\$33,780	\$29,837	\$31,389	\$35,958
Building Program					
Major Building	60,400	1,377	250	250	250
Minor Building	340	-	-	-	-
Total Building Program	\$60,740	\$1,377	\$250	\$250	\$250
Parks Program					
Major Parks/Streetscapes	5,240	4,250	2,700	2,200	2,154
Minor Parks	962	500	600	600	600
Parkland Acquisition	-	3,500	3,500	3,500	2,000
Public Art	257	-	-	-	-
Total Parks Program	\$6,459	\$8,250	\$6,800	\$6,300	\$4,754
Land Program					
Total Land Program	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Affordable Housing Program					
Total Affordable Housing Program	\$750	\$975	\$975	\$975	\$975
Equipment Program					
Annual Fleet Replacement	3,055	2,230	4,450	3,149	2,130
Computer Capital	1,674	597	341	330	330
Fire Dept. Equipment	219	1,173	891	1,432	892
Miscellaneous Equipment	5,525	1,101	1,101	3,600	3,601
Technology	1,011	350	400	450	-
Total Equipment Program	\$11,484	\$5,451	\$7,183	\$8,961	\$6,953
Child Care Program					
Total Child Care Program	\$924	\$275	\$275	\$275	\$50
Internal Transfers/Debt Payment					
Total Internal Transfers/Debt Payment	\$12,978	\$2,062	\$1,840	\$2,247	\$2,247
TOTAL CAPITAL PROGRAM	\$139,681	\$57,170	\$52,160	\$55,397	\$56,187

CITY OF RICHMOND
5 YEAR AMENDED FINANCIAL PLAN
CAPITAL FUNDING SOURCES (2013-2017)
(in 000's)

	2013 Amended	2014	2015	2016	2017
DCC Reserves					
Drainage	2,918	1,344	644	97	4,199
Parks Acquisition	4,232	3,292	3,292	3,292	1,881
Parks Development	3,825	3,104	2,822	2,115	2,085
Roads	7,925	4,349	4,798	3,237	3,237
Sanitary Sewer	238	1,420	1,420	1,310	1,350
Water	987	1,650	590	1,380	1,750
Total DCC Reserves	\$20,125	\$15,159	\$13,566	\$11,431	\$14,502
Reserves and Other Sources					
Statutory Reserves					
Affordable Housing Reserve Fund	7,770	975	975	975	975
Capital Building & Infrastructure Reserve Fund	-	500	-	-	-
Capital Reserve Fund	13,751	12,590	10,781	10,099	9,857
Child Care Development Reserve Fund	924	275	275	275	50
Drainage Improvement Reserve Fund	5,042	6,743	4,172	7,071	9,936
Equipment Replacement Reserve Fund	2,423	3,216	4,022	4,280	2,777
Leisure Facilities Reserve Fund	-	50	-	-	-
Neighbourhood Improvement Reserve Fund	-	17	-	-	-
Public Art Program Reserve Fund	257	100	100	100	100
Sanitary Sewer Reserve Fund	4,048	4,015	3,235	5,585	2,975
Waterfront Improvement Reserve Fund	-	250	-	250	-
Watermain Replacement Reserve Fund	7,500	5,655	6,815	8,065	8,255
Total Reserves	\$41,715	\$34,386	\$30,375	\$36,700	\$34,925
Other Sources					
Appropriated Surplus / Surplus	16,370	3,619	3,619	3,619	3,289
Enterprise	812	350	400	450	0
Utility Levy	1,153	305	1,329	301	575
Library Provision	1,174	1,101	1,101	1,101	1,101
Water Metering Provision	1,600	1,600	1,600	1,600	1,600
Grant, Developer and Comm. Contributions	6,732	650	170	195	195
Proceeds from borrowing	50,000	-	-	-	-
Total Other Sources	\$77,841	\$7,625	\$8,219	\$7,266	\$6,760
TOTAL CAPITAL FUNDING	\$139,681	\$57,170	\$52,160	\$55,397	\$56,187



**5 Year Financial Plan (2013-2017) Bylaw 8990
Amendment Bylaw 9060**

The Council of the City of Richmond enacts as follows:

1. Schedule "A", Schedule "B" and Schedule "C" of the 5 Year Financial Plan (2013-2017) Bylaw 8990, are deleted and replaced with Schedule "A", Schedule "B" and Schedule "C" attached to and forming part of this amendment bylaw.
2. This Bylaw is cited as **"5 Year Financial Plan (2013 - 2017) Bylaw 8990, Amendment Bylaw 9060"**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

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

CITY OF RICHMOND
5 YEAR AMENDED FINANCIAL PLAN (2013 – 2017)
(in 000's)

	2013 Amended	2014	2015	2016	2017
Revenues					
Property Taxes	174,825	181,481	188,176	194,641	201,023
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TOTAL CAPITAL FUNDING	\$139,681	\$57,170	\$52,160	\$55,397	\$56,187

**City of Richmond
2013-2017 Financial Plan
Statement of Policies and Objectives**

Revenue Proportions By Funding Source

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

Objective:

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

Policies:

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

Table 1:

Revenue Source	% of Total Revenue*
Property Taxes	67.5%
User Fees & Charges	9.1%
Investment Income	6.7%
Grants in Lieu of Taxes	5.0%
Gaming Revenue	4.7%
Grants	1.8%
Other Sources	5.2%
Total	100.0%

**Total Revenue consists of general revenues*

Table 1 shows the proportion of total general revenue proposed to be raised from each funding source in 2013.

Distribution of Property Taxes

Table 2 provides the estimated 2013 distribution of property tax revenue among the property classes.

Objective:

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

Policies:

- Regularly review and compare the City's tax ratio between residential property owners and business property owners relative to other municipalities in Metro Vancouver.
- Continue economic development initiatives to attract businesses to the City of Richmond.

Table 2: (based on the 2013 Completed Roll figures)

Property Class	% of Tax Burden
Residential (1)	53.9%
Business (6)	35.8%
Light Industry (5)	8.6%
Others (2,4,8 & 9)	1.7%
Total	100.0%

Permissive Tax Exemptions

Objective:

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

Policy:

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



City of Richmond

Report to Committee

To: General Purposes Committee

Date: October 10, 2013

From: David Weber
Director, City Clerk's Office

File: 01-0105-00/Vol 01

Re: 2014 Council and Committee Meeting Schedule

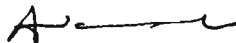


Staff Recommendation

That the 2014 Council and Committee meeting schedule, attached to the staff report dated October 10, 2013, from the Director, City Clerk's Office, be approved, including the following revisions as part of the regular August meeting break and December holiday season:

- (1) That the Regular Council meetings (open and closed) of August 11 and August 25, 2014 be cancelled;
- (2) That the August 18, 2014 Public Hearing be re-scheduled to Tuesday, September 2, 2014 at 7:00 pm in the Council Chambers at Richmond City Hall.

David Weber
Director, City Clerk's Office
(604-276-4098)

Att. 1

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY DIRECTORS	INITIALS: 
APPROVED BY CAO 	

Staff Report

Origin

Under the Community Charter and the Council Procedure Bylaw, Council must provide for advance public notice of Council and Committee meetings and, at least once per year, advertise the availability of the Council meeting schedule. Accordingly, the 2014 Council meeting schedule is being presented at this time (see **Attachment 1**) to provide certainty and advance notice of Council's regular meeting schedule.

Analysis

August meeting break

In accordance with the Council Procedure Bylaw No. 7560, Council resolutions are required for any changes to the prescribed Council meeting schedule. Therefore, to accommodate the August meeting break, it is recommended that the Regular Council meetings of August 11 and 25, 2014 be cancelled.

Changes to the Committee meeting dates can be altered at the call of the Chair as circumstances arise closer to the dates of the meetings, and do not require a Council resolution. The only changes that staff propose to the Committee schedule is a change to the Parks, Recreation and Cultural Services Committee (PRCS) meetings that would normally fall on July 29, 2014, the day after the last Council meeting before the August meeting break. Instead, and in order for Council to consider any recommendations from this meeting at the Regular Council meeting of July 28, 2014, it is proposed that the PRCS Committee meeting be moved to the previous week (Thursday, July 24, 2014).

With regard to the August Public Hearing, in keeping with past practice, staff propose that it be re-scheduled from August 18, 2014 to September 2, 2014. This change to the Public Hearing schedule minimizes the delay, due to the summer meeting break, for consideration of land use applications that have been given first reading. There would be no need for a second scheduled Public Hearing during the third week of September.

December holiday season

City Hall will be closed from Thursday, December 25, 2014, re-opening on Monday, January 5, 2015 in recognition of the holiday season. In accordance with the Council Procedure Bylaw No. 7560, adjustments to the schedule have also been made to reflect the stipulation that, in the year of an election, the first Regular Council meeting must be held on the first Monday in December (the Inaugural Council meeting), followed by the second Regular Council meeting on the second Monday of that month. In keeping with past practice, a Special Council meeting would be called during the week of December 15th in conjunction with one of the last Committee meetings of the year in order to deal with any business arising from the committees that is of a time-sensitive nature.

October 10, 2013

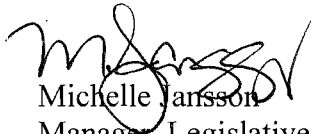
As with the last PRCS meeting prior to the summer meeting break, it is proposed that the PRCS meeting of December 23, 2014 be moved to the previous week (Wednesday, December 17, 2014 – immediately following Public Works and Transportation Committee) so that Council may consider any PRCS recommendations at a Special Council meeting that would likely be called during the last week before the holiday season City Hall closure.

Financial Impact

None.

Conclusion

It is recommended that the 2014 Council and Committee meeting schedule be approved with the suggested allowances for the Regular Council meeting break in August, and the holiday season in December, on the understanding that a Special Council meeting can be called with 24 hours notice should any unusual or urgent circumstances arise outside of the usual schedule. Such a meeting may be facilitated using a conference call, as permitted by the Council Procedure Bylaw No. 7560, for those Council members who wish to participate but are unable to attend in person.



Michelle Jansson
Manager, Legislative Services
(604-276-4006)

2014

SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
JANUARY							FEBRUARY							MARCH						
			STAT 1	2	3	4							1							1
5	GP 6	FC 7	PC 8	9	10	11	2	GP 3	FC 4	PC 5	6	7	8	2	GP 3	FC 4	PC 5	6	7	8
12	CO 13	CS 14	DP 15	16	17	18	9	STAT 10	CO 11	CS 12	13	14	15	9	CO 10	CS 11	DP 12	13	14	15
19	GP 20	PH 21	PC 22	PWT 23	24	25	16	GP 17	PH 18	PC 19	20	21	22	16	GP 17	PH 18	PC 19	PWT 20	21	22
26	CO 27	PRC 28	DP 29	30	31		23	CO 24	PRC 25	DP 26	27	28		23	CO 24	PRC 25	DP 26	27	28	29
														30	31					
APRIL							MAY							JUNE						
		1	2	3	4	5					1	2	3	1	GP 2	FC 3	PC 4	5	6	7
6	GP 7	FC 8	PC 9	10	11	12	4	GP 5	FC 6	PC 7	8	9	10	8	CO 9	CS 10	DP 11	12	13	14
13	CO 14	CS 15	DP 16	17	STAT 18	19	11	CO 12	CS 13	DP 14	15	16	17	15	GP 16	PH 17	PC 18	PWT 19	20	21
20	STAT 21	GP 22	PH 23	PC 24	25	26	18	STAT 19	GP 20	PH 21	PC 22	23	24	22	CO 23	PRC 24	DP 25	26	27	28
27	CO 28	PRC 29	DP 30				25	CO 26	PRC 27	DP 28	29	30	31	29	30					
JULY							AUGUST							SEPTEMBER						
		STAT 1	2	3	4	5						1	2		STAT 1	GP 2	FC 3	PC 4	5	6
6	GP 7	FC 8	9	10	11	12	3	STAT 4	5	6	7	8	9	7	CO 8	CS 9	DP 10	11	12	13
13	CO 14	CS 15	DP 16	17	18	19	10	11	12	DP 13	14	15	16	14	GP 15	PC 16	PWT 17	18	19	20
20	GP 21	PH 22	PC 23	PRC 24	25	26	17	18	19	20	21	22	23	21	CO 22	PRC 23	DP 24	25	26	27
27	CO 28	29	DP 30	31			24	25	26	DP 27	28	29	30	28	29	30				
							31													
OCTOBER							NOVEMBER							DECEMBER						
			1	2	3	4							1		CO 1	★ 2	GP 3	FC 4	PC 5	6
5	GP 6	FC 7	PC 8	9	10	11	2	GP 3	FC 4	PC 5	6	7	8	7	CO 8	CS 9	DP 10	11	12	13
12	STAT 13	CO 14	CS 15	16	17	18	9	CO 10	STAT 11	CS 12	DP 13	14	★ 15	14	GP 15	PH 16	PC 17	PWT 18	19	20
19	GP 20	PH 21	PC 22	23	24	25	16	GP 17	PH 18	PC 19	20	21	22	21	22	23	DP 24	STAT 25	STAT 26	27
26	CO 27	PRC 28	DP 29	30	31		23	CO 24	PRC 25	DP 26	27	28	29	28	29	30	31	STAT 1 JAN	2 JAN	3 JAN
							30		★ Election Day						★ Inaugural		★ Special Council Meeting			

- CO** Regular Council Mtg., 7:00pm
 Regular (Closed) Council Mtg., 4:00pm
CS Community Safety, 4:00pm
DP Development Permit Panel, 3:30pm
FC Finance, following 1st General Purposes Meeting of each month
GP General Purposes, 4:00pm

- PC** Planning, 4:00pm
PH Public Hearing, 7:00pm
PRC Parks, Recreation & Cultural Services, 4:00pm
PWT Public Works & Transportation, 4:00pm

Note: All meeting dates are subject to change.



To: General Purposes Committee **Date:** October 30, 2013
From: Dave Semple **File:** 06-2055-20-007/Vol 01
General Manager, Community Services
Robert Gonzalez
General Manager, Engineering & Public Works
Re: Minoru Older Adults and Aquatic Centre Site Selection


Staff Recommendation

That Council select a site for the replacement of the Minoru Aquatics and Older Adults' Centre from the following 4 options as outlined in the report titled "*Minoru Older Adults and Aquatic Centre Site Selection*" dated October 30, 2013 from the General Manager, Engineering & Public Works and General Manager, Community Services:

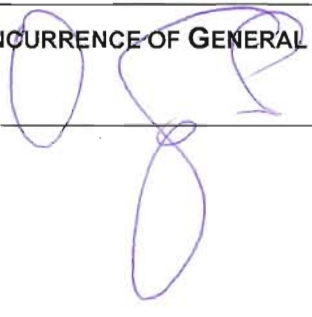

- Option 1: A co-located Aquatics and Older Adults' Centre at the existing location in Minoru Park (Attachment 3);
- Option 2: A co-located Aquatics and Older Adults' Centre at Minoru 2 Field in Minoru Park (Attachments 4 & 5);
- Option 3: A co-located Aquatics and Older Adults' Centre at Minoru 2 Field in Minoru Park and endorsement of a Phase 2 Aquatics Centre at Lot 5 adjacent to the Richmond Olympic Oval (Attachment 7), with funding for Phase 2 Aquatics to be approved at a future date in conjunction with endorsement of plans for Phase 2 Aquatics and a resolution concerning the future of Watermania.
- Option 4: A co-located Aquatics and Older Adults' Centre at Minoru Park in its existing location and an Aquatics Centre at Lot 5 adjacent to the Richmond Olympic Oval with the Older Adults' Centre and the Aquatics Centre at Lot 5 being constructed concurrently and Minoru Aquatics being constructed in Phase 2 but funded in Phase 1.



Dave Semple
General Manager, Community Services
(604-233-3350)



Robert Gonzalez
General Manager, Engineering & Public Works
(604-276-4150)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance Division	<input checked="" type="checkbox"/>	
Community Services	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
Clerks	<input checked="" type="checkbox"/>	
Community Safety	<input checked="" type="checkbox"/>	
APPROVED BY CAO 		

Staff Report

Origin

At the June 24, 2013 meeting, Council carried the following resolutions in relation to the report titled “*Major Capital Facilities Program Phase 1*” dated May 31, 2013 from the Director, Engineering:

1. *“The following Major Capital Facilities Program Phase 1 projects be endorsed and included in the City’s 2014 budget process for Council consideration as described in the Staff report titled “Major Capital Facilities Program Phase 1” dated May 31, 2013 from the Director of Engineering:*
 - a. *Replacement of the Older Adults’ Centre in Minoru Park;*
 - b. *Renovation of the City Hall Annex (formerly known as the Public Safety Building on Minoru Boulevard) for temporary use as an older adults’ centre;*
 - c. *Replacement of the Aquatics Centre in Minoru Park;*
 - d. *Temporary cover over Steveston outdoor pool for continuity of community aquatic services;*
 - e. *Replacement of Firehall No. 1 at the corner of Granville Avenue and Gilbert Road;*
2. *The funding strategy outlined in Option 3 of this report be endorsed on the basis that the City would borrow \$50 Million dollars with a 10-year amortization with the balance to be taken from the City’s Reserves;*
3. *An amendment to the City’s Five Year Financial Plan (2013-2017) to include \$3.5 million for advanced design of the Major Capital Facilities Program Phase 1 with funding to come from the City’s revolving fund be brought forward for Council consideration;*
4. *An amendment to the City’s Five Year Financial Plan (2013-2017) to include \$500,000 for advanced construction of the City Centre Community Centre Tenant Improvements with funding to come from the City’s revolving fund be brought forward for Council consideration;*
5. *Staff bring forward the balance of the list of the capital facilities priorities for examination; and*
6. *Staff provide details of the full consultation plans and report through the General Purposes Committee.*

This report addresses recommendation 1(a – d) only; the remaining recommendations will be addressed under separate reports.

During the open Council meeting, stakeholders, as represented by the Aquatic Services Advisory Board, expressed concern over the loss of aquatic services during construction. Specifically, the Board maintained that the proposed temporary measures to mitigate disruption of service during construction (eg., temporary cover over Steveston pool) would not be efficient or effective in meeting the demands of aquatic users, which total approximately 1,100 to 1,250 visits per day. As a result of those concerns, staff was asked to examine the feasibility of building adjacent to the existing aquatic facility and consider alternative sites in the Minoru Precinct.

The June report addressed a single aquatic facility- the replacement of MAC. Through previous feasibility work done in 2009 it was determined that the proposed size (approximately 68,000 square feet) would meet current needs and accommodate future growth in the City Centre for up to ten years at which time the future of Watermania would have to be addressed. Since that time, a significant shift has occurred that not only sees the City Centre population growing more rapidly than was anticipated, but places the bulk of this growth north of Westminster Highway, which will undoubtedly create a significant increase in demand for services. In addition to the demand that can be projected based on population growth, consideration must be given to latent demand (pent up demand for modern facilities), which is expected to be significant.

Watermania is now in the 17th year of a 30 year lease that will expire in 2027. Significant capital expenditures have been made in the last two years, with additional capital required in 2014 in order to keep the facility properly maintained. Given the current and projected expenses required to maintain this facility, decisions about the future of Watermania should not be left until the latter years of the lease. As was stated in the June 24, 2013 Council report, a master planning exercise will be conducted upon implementation of the Phase 1 facility program to establish the next phase of facility priorities for Council consideration. Plans for Watermania will be brought forward at that time.

This report is in response to the questions raised at the June Council meeting regarding aquatic service disruption. As well, given the anticipated latent demand for aquatics and projected long term growth in the City Centre, this report introduces the concept of a second aquatic facility at Lot 5 adjacent to the Richmond Olympic Oval. Council's direction is sought on the preferred location for the replacement of Minoru Aquatic Centre (MAC) and the Older Adults' Centre (OAC), and a potential additional aquatic facility, based on the analysis outlined herein.

In order to deliver the OAC and an aquatic facility by the Fall 2017, a site must be selected this year.

Site Analysis

Based on the size of the facilities endorsed in the June report, a number of potential alternative sites in Minoru Park and other city-owned properties were identified for comparison purposes. They are as follows:

1. Minoru Precinct
 - a. Minoru 2 field on Granville Avenue
 - b. Gilbert Road south of Gateway Theatre
 - c. Cricket Pitch
 - d. Corner of Granville Avenue and Gilbert Road (Firehall #1)
 - e. City Hall Annex on Minoru Boulevard
2. Garden City Lands
3. Lot 5 adjacent to the Richmond Olympic Oval
4. Brighthouse Park
5. Triangle Road adjacent to Watermania
6. Steveston Park
7. South Arm Park
8. King George Park

Of the twelve sites identified, three (Steveston Park, South Arm Park, King George Park) were ruled out for further analysis as they were not located within the City Center where the majority of the demand for these services is located. The Triangle Road property will be considered in the analysis of the future of Watermania. Garden City Lands was ruled out as the use of that land is restricted by the Agricultural Land Reserve. Brighthouse Park and City Hall Annex were also ruled out as there is not enough space for provision of adequate on-site parking and circulation in these locations.

The remaining five sites (Minoru 2 Field, Gilbert Road, Cricket Pitch, Firehall No. 1, Lot 5) as well as the previously endorsed existing location, were measured against site evaluation criteria (Attachment 1). A summary of the analysis is outlined in Attachment 2. Based on the analysis, 4 viable options emerged as follows:

- Option 1: A co-located Aquatics and Older Adults' Centre at the existing location in Minoru Park (Attachment 3).
- Option 2: A co-located Aquatics and Older Adults' Centre at Minoru 2 Field in Minoru Park (Attachments 4 & 5).
- Option 3: A co-located Aquatics and Older Adults' Centre at Minoru 2 Field in Minoru Park and endorsement of a Phase 2 Aquatics Centre at Lot 5 adjacent to the Richmond Olympic Oval (Attachment 7), with funding for Phase 2 Aquatics to be approved at a future date in conjunction with endorsement of plans for Phase 2 Aquatics and a resolution concerning the future of Watermania.
- Option 4: A co-located Aquatics and Older Adults' Centre at Minoru Park in its existing location and an Aquatics Centre at Lot 5 adjacent to the Richmond Olympic Oval with the Older Adults' Centre and the Aquatics Centre at Lot 5 being constructed concurrently and Minoru Aquatics being constructed in Phase 2 but funded in Phase 1.

For each of the four options, and for purposes of this analysis, the proposed aquatic facility is estimated to be 68,000 square feet and the proposed older adults' centre is estimated to be 33,000 square feet. Each of these facilities can be expanded, or reduced, with such changes being determined through program development once the site has been selected. The costs shown reflect the cost of those facilities plus any additional site-specific costs (eg., relocation of services, incorporation of additional space, etc.) as described in each. All cost estimates are based on the year in which the funds will be required. Any change in the size of these facilities will necessitate a revision of the costs provided herein.

Option 1 A co-located Aquatics and Older Adults' Centre at the existing location in Minoru Park (Attachment 3)

At the June Council meeting, where Council endorsed the replacement of MAC and OAC on the existing site, concerns were raised by the Aquatic Services Advisory Board about the significant disruption to aquatic services even with mitigation measures in place (eg., temporary cover over Steveston pool). Questions arose about the feasibility of building adjacent to MAC thereby keeping it operational during construction. At the time, Engineering confirmed that the risk of damage to the existing MAC during site preparation was very high due to extreme vibrations and therefore not recommended. Engineering has since engaged the services of a structural and geotechnical engineer to work with Stuart Olson (Council approved Construction Manager for

Phase 1 projects) and an architect to determine whether there were any design/engineering solutions that would mitigate this risk. The consultants have concluded that given the proposed size of the facility and the site constraints, there is no solution that will provide certainty of uninterrupted aquatic services; unplanned closures and unknown expenses can be expected should construction take place adjacent to the existing aquatic facility.

As a result of the consultants' findings, there is no ability to improve this option from what was previously endorsed. It has the advantage of being the location that meets the needs and preferences of the stakeholders upon completion given the close proximity of adjacent uses. It will, however, cause significant disruption to aquatic services and it does not address the anticipated latent and long-term aquatic demand. Option 1 is summarized as follows:

Summary of Option 1

Project 2014-2017	Estimate	Key Advantage	Key Disadvantage
Co-located OAC/MAC	\$68 million (2015 dollars)	An integrated MAC/OAC facility immediately adjacent to other civic precinct services	Significant reduction of aquatic services for a minimum 2 years;
Temporary OAC *	\$3 million* (2014 dollars)		Does not fully address latent and future demand
Temporary Steveston Cover *	\$3.8 million* (2014 dollars)		
Total	\$74.8 million		

*Note * These costs are for temporary improvements to maintain service levels. As with all renovations, unforeseen circumstances may arise that will affect the ultimate cost of the project.*

Option 2 A co-located Aquatics and Older Adults' Centre at Minoru 2 Field in Minoru Park (Attachment 4)

Option 2 is located within Minoru Park on the Minoru 2 field, within walking distance to other services such as the library, Cultural Centre, ice rinks, etc. Given the proximity of the site to the Minoru Pavilion, and the age and condition of that structure, consideration has been given to incorporating a new Pavilion within the new facility. The integration of the Pavilion with the new MAC/OAC would provide opportunities for operational efficiencies and additional meeting room and assembly space within the new structure.

To complete the facility at this location, the existing artificial turf field and grass field would have to be relocated further north and configured with the baseball field. This move would also impact the throwing events for the track and field users of this site. Potential reconfiguration of these services is shown in Attachment 5. It is believed that the work could be completed during the soccer off-season and would ultimately add value to the sport environment at Minoru Park. An alternative location for baseball would have to be identified for the 2014 season only.

Two of the field improvements required for this option are in the current 5-Year Parks Capital Plan Submissions, i.e., replacement of Minoru 2 artificial surface in 2014 (\$600,000) and conversion of the LaTrace Diamond to artificial turf in 2018 (\$1,200,000). Because this option requires a relocation of the fields, rather than just resurfacing existing ones, more ground work (drainage, lighting, parking, re-routing pathway, concrete curb/sidewalk perimeter) is required.

The estimated cost to relocate the soccer fields and LaTrace Diamond is \$5.7 million, of which \$1.8 million is a previously planned future expenditure.

The main advantage of this location is that there would be no disruption of services: both older adults' and aquatic services would remain in operation at their current location until the new facility was completed. The main disadvantage is that it is not immediately adjacent to other civic precinct facilities and it does not address the anticipated latent and long-term aquatic demand.

Should this option be selected, apart from the relocation of the playing fields, additional costs would include temporary washrooms/change rooms and integration of the Pavilion. The costs associated with this option are as follows:

Summary of Option 2

Project 2014 -2017	Estimate	Key Advantage	Key Disadvantage
Co-located OAC/MAC	\$69.8 million (2015 dollars)	No disruption of aquatic/older adult services	MAC/OAC is not immediately adjacent to other civic precinct services (eg., library, cultural centre.)
Incorporate Pavilion	\$3.7 million (2015 dollars)		
Relocation/installation of fields	\$5.7 million* (2014 dollars)		
Temporary Washrooms / change rooms	\$0.4 million (2014 dollars)		
Total	\$79.6 million		Does not fully address latent and long term aquatic demand

*Note * These costs are for permanent improvements.*

Option 3 *A co-located Aquatics and Older Adults' Centre at Minoru 2 Field in Minoru Park and endorsement of a Phase 2 Aquatics Centre at Lot 5 adjacent to the Richmond Olympic Oval (Attachment 7), with funding for Phase 2 Aquatics to be approved at a future date in conjunction with endorsement of plans for Phase 2 Aquatics and a resolution concerning the future of Watermania. (Attachment 6)*

Based on 2009 feasibility work, it was concluded that the aquatic facility proposed in Options 1 and 2 would meet current needs and accommodate future growth in the City Centre for up to ten years. However, as mentioned earlier in this report, a significant shift has occurred that not only sees the City Centre population growing more rapidly than was anticipated, but places the bulk of this growth north of Westminster Highway, which will undoubtedly create a significant increase in demand for services. In addition to the demand that can be projected based on population growth, consideration must be given to latent demand (pent up demand for modern facilities), which is expected to be significant.

While it is expected that a single aquatic facility will accommodate some of the latent demand, such demand is anticipated to be significant. This, combined with the accelerated growth in the City Centre, is the reason a second aquatics facility at Lot 5 adjacent to the Richmond Olympic Oval is included in Option 3. Lot 5's location north of Westminster Highway puts it at the centre of the bulk of the City Centre's population growth and demand. In addition, there are synergies and operational efficiencies with locating an aquatic facility adjacent to a multi-sport facility.

In this option, both Minoru and Lot 5 will be full service aquatic facilities. Balancing facility sizes and programming will be determined through the public consultation process with the ultimate objective of having complimentary facilities as opposed to competing ones. Funding and construction of these facilities would be in two phases with the second phase commencing upon completion of the first. The following is the suggested phasing with cost estimates:

Summary of Option 3

Phase 1 2014 to 2017	Estimate	Key Advantage	Key Disadvantage
Co-located OAC/MAC	\$69.8 million (2015 dollars)	Will meet latent, current and future demand	MAC/OAC is not immediately adjacent to other civic precinct services (eg., library, cultural centre.)
Incorporate Pavilion	\$3.7 million (2015 dollars)		
Relocation/installation of fields	\$5.7 million* (2014 dollars)		
Temporary Washrooms / change rooms	\$0.4 million (2014 dollars)		
Total Phase 1	\$79.6 million		
Phase 2 2018 to 2020			
Lot 5 Aquatics (incl. parkade)	\$74 million (2018 dollars)		
Total Phase 2	\$74 million		

Note * These costs are for permanent improvements.

Option 4 *A co-located Aquatics and Older Adults' Centre at Minoru Park in its existing location and an Aquatics Centre at Lot 5 adjacent to the Richmond Olympic Oval with the Older Adults' Centre and the Aquatics Centre at Lot 5 being constructed concurrently and Minoru Aquatics being constructed in Phase 2 but funded in Phase 1. (Attachment 7)*

Option 4 is similar to Option 3 in that it includes two aquatic facilities to fully address latent, current and future demand. In this Option, the OAC will be built in its existing location concurrently with an aquatics centre at Lot 5. Upon completion of the Lot 5 aquatics facility, MAC will be demolished and a new MAC will be integrated with the new OAC.

In order to provide a clear construction site and eliminate unforeseen costs by constructing too close to the existing OAC, older adults' services will be temporarily relocated to the City Hall Annex. Given the size of the new OAC, there will be enough room on the site to keep it at a safe distance from MAC. As a result, there will be no disruption of aquatic services during construction.

As in Option 3, both Minoru Park and Lot 5 will have a full service aquatic facility with programming being balanced through the public consultation process. Although construction of the proposed facilities will be in 2 phases (Lot 5 Aquatics/Minoru OAC Phase 1; Minoru Aquatics Phase 2), full funding will be required in Phase 1. The following is the suggested phasing of Option 4 with cost estimates:

Summary of Option 4

Phase 1 Construction (2014 - 2017)	Estimate	Key Advantage	Key Disadvantage
Minoru OAC	\$20.4 million <i>(2015 dollars)</i>	Will meet latent, current and future demand	Co-location of MAC/OAC is phased
Lot 5 Aquatics	\$67.5 million <i>(2015 dollars)</i>		
Temporary OAC	\$3.0 million* <i>(2014 dollars)</i>		
Construction Phasing	\$1.0 million		
Phase 2 Construction (2018-2020)			
Minoru Aquatics (integrated with OAC)	\$47.6 million <i>(2015 dollars)</i>		
Total Cost	\$139.5 million		

Note These costs are for temporary improvements to maintain service levels. As with all renovations, unforeseen circumstances may arise that will affect the ultimate cost of the project.*

Preliminary Traffic Assessment of Site Options

In addition to the Site Evaluation Criteria, a preliminary assessment of the likely traffic impacts of the site options for Minoru precinct and Lot 5 identifies the following key findings:

- As each of these sites has good access from an existing arterial road, the traffic impacts on existing roadway systems can be managed adequately with new signalization, intersection and internal driveway improvements;
- The relocation of the existing MAC would provide an opportunity to re-align the existing Granville Avenue access with Moffat Road, thereby making the signalization of this intersection feasible to improve access to the overall Minoru precinct;
- Oval Way is originally envisioned to serve Lot 5 as well as the Oval as part of the Oval precinct master plan. This road is currently upgraded with new signalization and associated widening which would provide added capacity to facilitate the added demand generated by an aquatic centre on Lot 5. River Road will also be widened to full four-lane urban arterial standard as adjacent re-development occurs on both sides of this street; and
- Transit access currently exists for all of these sites.

Once the site configuration and service programming are determined upon selection of a preferred site, detailed traffic impact studies will be carried out to determine the specific traffic and parking improvements needed to service the site.

Financial Impact

The Phase 1 capital projects endorsed by Council in June included the replacement of MAC and OAC as well as Firehall #1 (\$22.3 million), City Centre Community Centre (\$6.8 million) and a multi-project contingency of \$10 million. The total cost for Phase 1 capital projects based on the options presented in this report are summarized below. As the major construction will not commence before 2015, a 3% allowance (\$5 million) for construction escalation has also been included:

Major Capital Project Phase 1 Cost Summary (in millions)

Project	Option 1	Option 2	Option 3 (Phase 1)	Option 4
MAC/OAC replacement	\$74.8	\$79.6	\$79.6	\$72.0
Lot 5	-	-	Phase 2	\$67.5
FH #1	\$22.3	\$22.3	\$22.3	\$22.3
CCCC	\$6.8	\$6.8	\$6.8	\$6.8
Multi-project contingency	\$10.0	\$10.0	\$10.0	\$10.0
Construction cost escalation contingency	\$5.0	\$5.0	\$5.0	\$5.0
Total	\$118.9	\$123.7	\$123.7	\$183.6

In June, Council endorsed external borrowing up to \$50 million with the remaining funds for the Phase 1 capital projects to come from reserves. Based on the approved funding strategy the estimated opening and ending balance of each reserve, depending on the option selected, is summarized below.

Selected Reserve Balances 2017 (in millions)

Reserves	2014 Opening Balance	2017 Ending Balance			
		Option 1	Option 2	Option 3 (Phase 1)	Option 4
Revolving Fund Reserve	\$67.3	\$46.9	\$45.7	\$45.7	\$14.0
Capital Building & Infrastructure Reserve	19.4	18.9	15.3	15.3	3.0
Legacy Reserve	15.9	15.9	15.9	15.9	-
Watermain Replacement Reserve	26.9	26.9	26.9	26.9	26.9
Sanitary Sewer Reserve	23.7	23.7	23.7	23.7	23.7
Total Reserve Balance	\$153.2	\$132.3	\$127.5	\$127.5	\$67.6

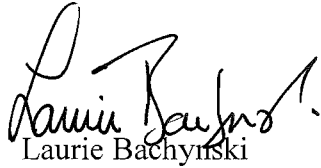
The above summary factors in an annual \$12.0 million transfer to reserve.

Operating costs have not been included at this time as they are dependent upon site selection, final design and programming.

Conclusion

Since receiving Council endorsement of the Major Capital Facilities Program Phase 1 on June 24, 2013, an alternative site analysis has been conducted to respond to concerns raised by stakeholders with respect to continuity of aquatic services and to address anticipated latent and long-term aquatic

demand. This analysis resulted in four options for the replacement of MAC and OAC; one previously endorsed by Council and three additional ones. The advantages and disadvantages of each option have been identified and outlined. It is recommended that Council select the preferred option for the replacement of these facilities from the four provided, with public consultation on the building(s) program to follow upon selection.



Laurie Bachynski
Major Capital Project Team Lead
(778-296-1427)

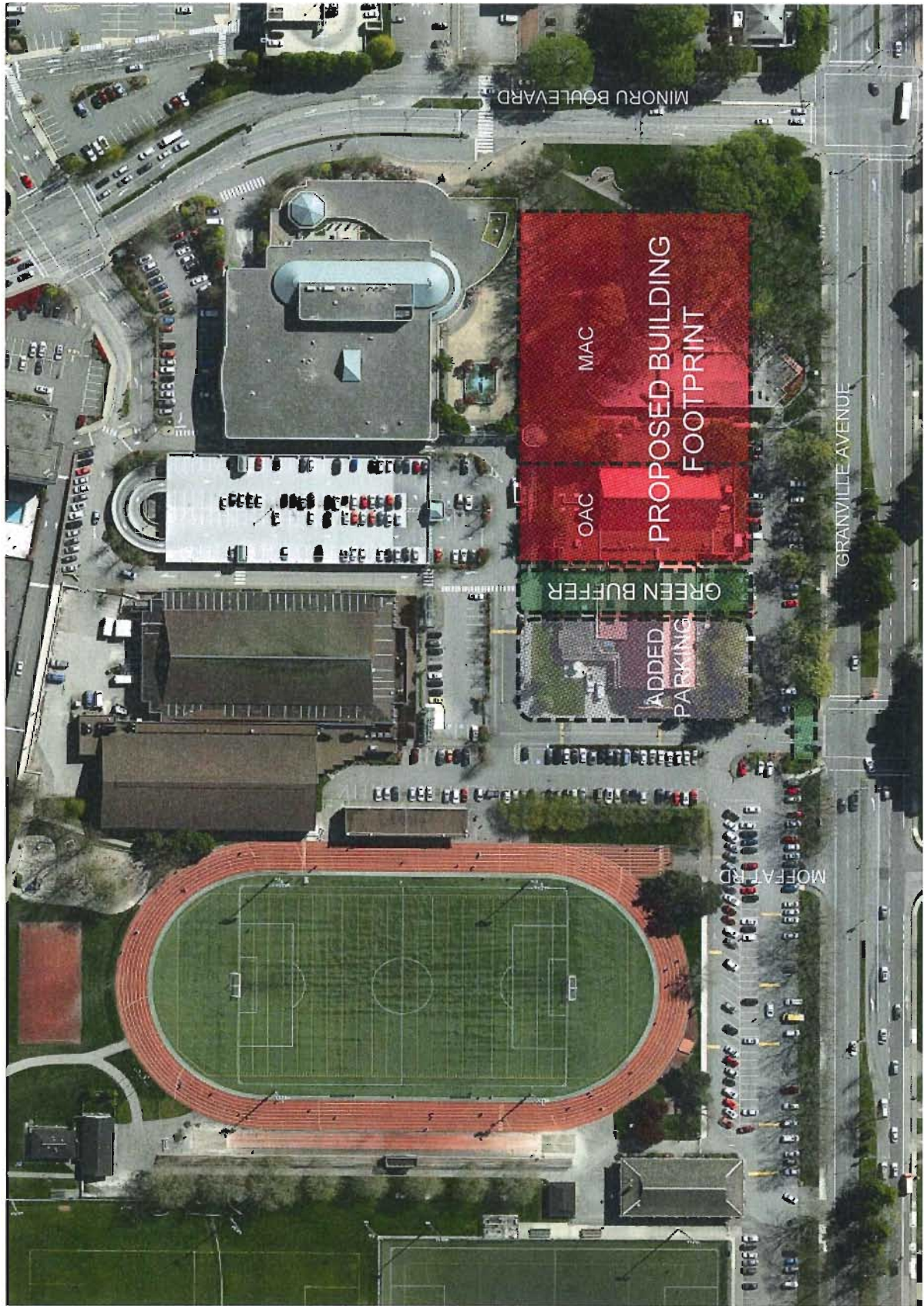
Site Evaluation Criteria

Criteria	Explanation
Co-location of Older Adults' and Aquatic Services	Previous stakeholder consultation revealed a preference for an integrated older adults/aquatics facility.
Synergies with other services	Both aquatic and older adult service users enjoy the proximity to other services such as the library, cultural centre, shopping centre and transit.
Continuity of Aquatic Services	Aquatic Services Advisory Board has advised that disruption of service is unacceptable. This is assumed to mean anything unplanned and outside of normal annual maintenance.
Impact to other services	Sites were assessed on whether existing services would be impacted by the location of the new MAC/OAC.
Access, Parking	Users and user groups should be able to easily access the services by foot, bike, bus or car. As well, there must be adequate provision of on-site parking.
Retains Green Space	Should the facility be located on open space, loss of green space should be minimized.
Addresses Demand for the Long Term	Latent, current and anticipated future demand.

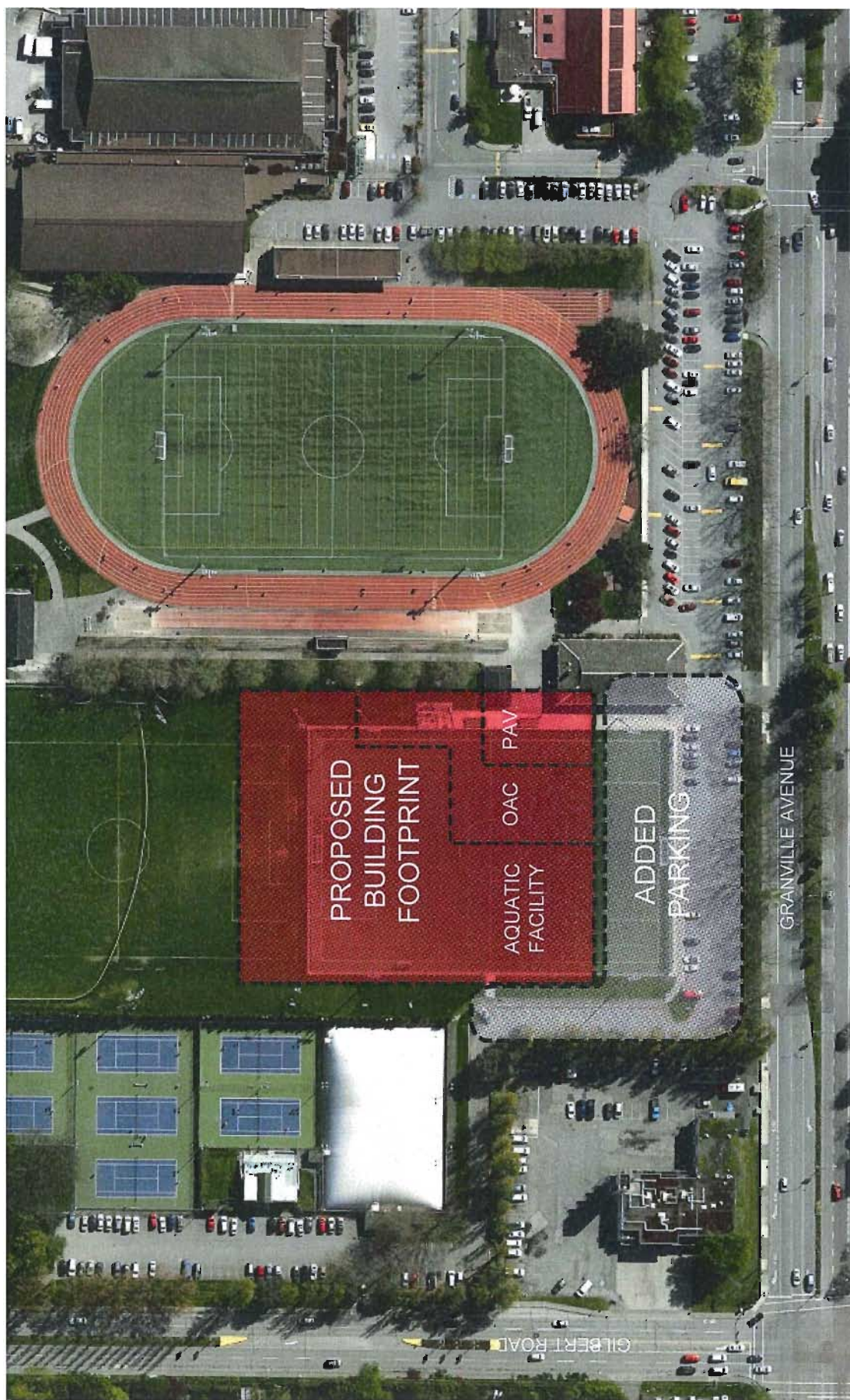
Site Analysis

Location	MAC/OAC co-location	Synergies with other Services	Continuity of Aquatic Services	Impact to other services	Access, Parking	Retains Green Space	Meets Long Term Demand
Existing Location	Yes	Yes	significant reduction of aquatic services	Temporary relocation of OAC	Yes	Yes	No
Minoru 2	Yes	MAC/OAC not immediately adjacent to civic precinct services	Yes	Relocation of soccer field, baseball field & throwing events	Yes	Yes	No
MAC/OAC at Minoru 2 & Aquatics at Lot 5	Yes	MAC/OAC not immediately adjacent to civic precinct services	Yes	Relocation of soccer field, baseball field & throwing events	Yes	Yes	Yes
MAC/OAC at Existing Minoru Location & Aquatics at Lot 5	Yes	Yes	Yes	Temporary relocation of OAC	Yes	Yes	Yes
Firehall #1	Yes	MAC/OAC not immediately adjacent to civic precinct services	Yes	Relocation of FH #1, tennis courts and Minoru 2	Yes	Additional parking impacts green space	No
Gilbert Road	Yes	MAC/OAC not immediately adjacent to civic precinct services	Yes	Relocation of baseball field	Less frequent transit stop	Additional parking impacts greens space	No
Cricket Pitch	Yes	MAC/OAC not immediately adjacent to civic precinct services	Yes	Relocation of cricket pitch	Not adjacent to road frontage and transit	Additional parking impacts greens space	No

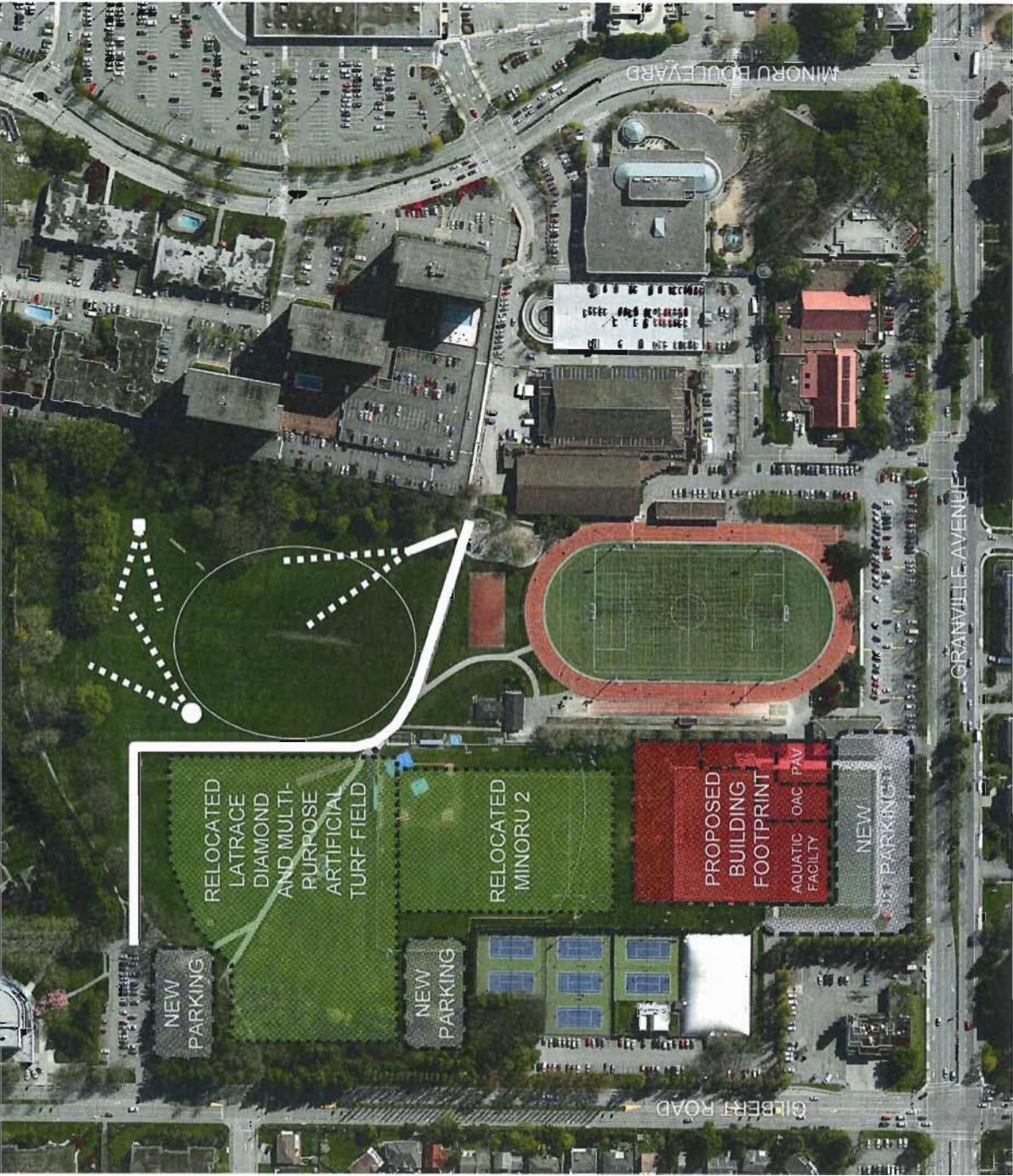
OPTION 1 – EXISTING LOCATION MINORU



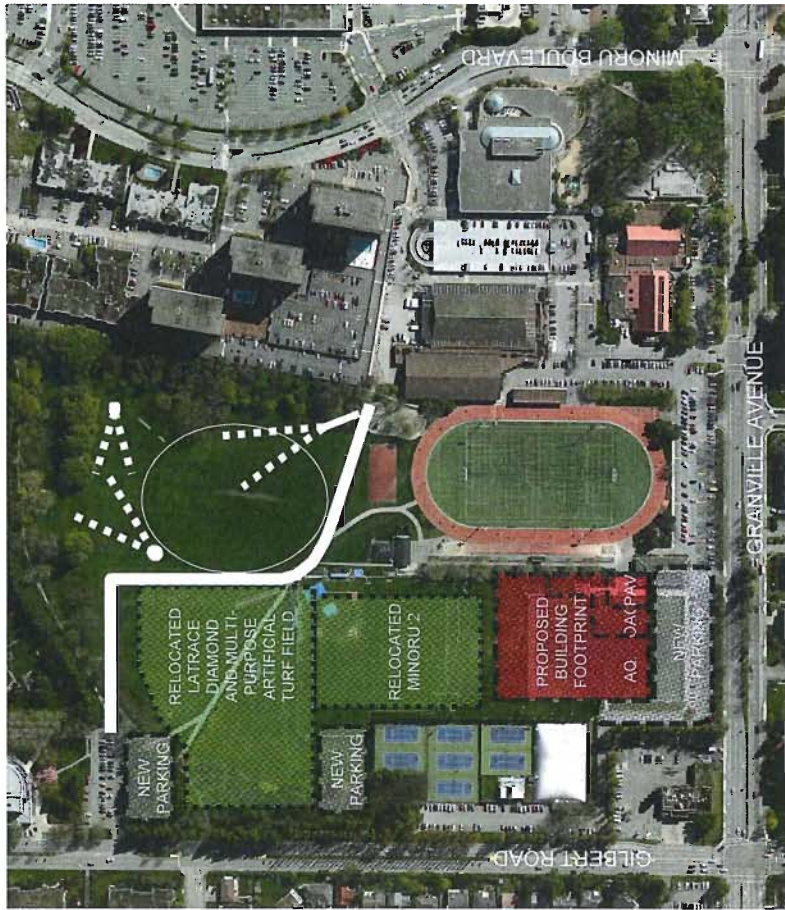
OPTION 2 - MINORU 2



OPTION 2 -- MINORU 2 -- RELOCATION OF FIELDS



OPTION 3 - MINORU 2 AND LOT 5



PHASE 1

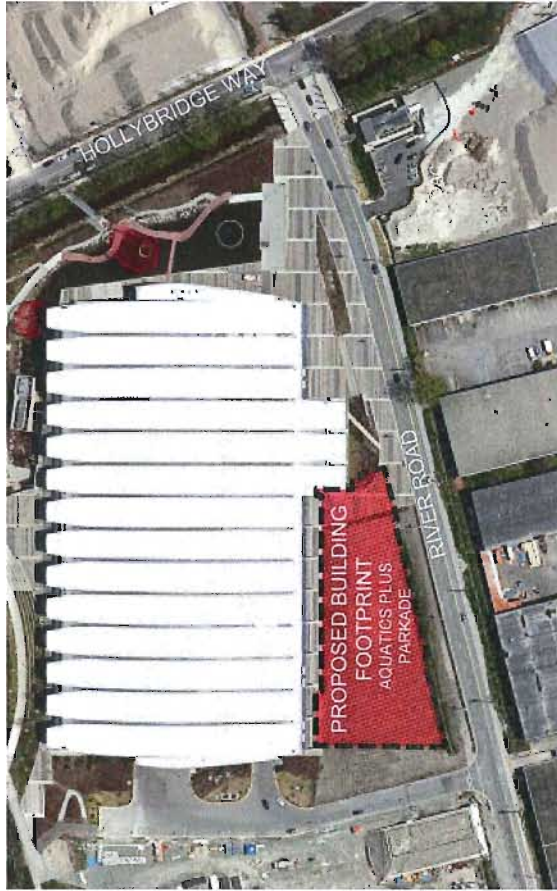


PHASE 2

OPTION 4 – EXISTING LOCATION AND LOT 5



PHASE 1 – OAC
PHASE 2 – MAC



PHASE 1

Options Summary

Option	Advantages	Disadvantages	Additional Costs	Delivery	Estimate (including additional costs)
Option 1 - Existing Location	Co-located OAC/MAC; location liked by users and user groups due to synergies with other services	Disruption of aquatic services; does not address aquatic demand for the long term	Temporary OAC & temporary Steveston pool cover	Fall 2017	\$74 million
Option 2 - Minoru 2	No disruption to aquatic services; co-located OAC/MAC; no need to temporarily relocate older adults; opportunity to integrate Pavilion	MAC/OAC not immediately adjacent to civic precinct services; does not address aquatic demand for the long term	Integration of the Pavilion; relocation of fields & ancillary works; temporary washrooms/change rooms	Fall 2017	\$79.6 million
Option 3 Phase 1 - MAC/OAC at Minoru 2, Phase 2 - Lot 5 Aquatics	No disruption to aquatic/older adults' services; synergies with adjacent services at both Lot 5 and Minoru; MAC/OAC located in Minoru; long-term aquatic solution	MAC/OAC not immediately adjacent to civic precinct services	Integration of the Pavilion; relocation of fields & ancillary works; temporary washrooms/change rooms; parkade at Lot 5	Phase 1 Fall 2017 Phase 2 Fall 2020	Phase 1 - \$79.6 million Phase 2 - \$74 million
Option 4 Phase 1 – Minoru OAC and Lot 5 Aquatics Phase 2 – MAC	No disruption to aquatic/older adults' services; synergies with adjacent services at both Lot 5 and Minoru; MAC/OAC located in Minoru; long-term aquatic solution.	Co-location of MAC/OAC is phased	Parkade at Lot 5; temporary OAC	Phase 1 Fall 2017 Phase 2 Fall 2020	\$139.5 million



City of Richmond

Report to Committee

To: General Purposes Committee
From: Jerry Chong
Director, Finance
Re: **Loan Authorization Bylaw**

Date: October 30, 2013

File:

Staff Recommendation

That one of the following Loan Authorization Bylaw recommendations, that corresponds to the site selection decision for the replacement of Older Adults' Centre and Aquatic Centre, be forwarded to Council for consideration:

That the Integrated Older Adults' Centre and Aquatic Centre Loan Authorization Bylaw No. 9074 be introduced and given first, second and third readings.

(Corresponds to Option 1 of the "*Minoru Older Adults and Aquatic Centre Site Selection*" report)



That the Integrated Older Adults' Centre, Aquatic Centre and Minoru Pavilion Loan Authorization Bylaw No. 9075 be introduced and given first, second and third readings.

(Corresponds to Option 2 or Option 3 of the "*Minoru Older Adults and Aquatic Centre Site Selection*" report)

That the Aquatic Centre Loan Authorization Bylaw No. 9076 be introduced and given first, second and third readings.

(Corresponds to Option 4 of the "*Minoru Older Adults and Aquatic Centre Site Selection*" report)


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

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

Staff Report

Origin

The purpose of this report is obtain Council's authorization to borrow \$50,815,000 from the Municipal Finance Authority (MFA) to fund the selected capital project as proposed in the staff report titled "*Minoru Older Adults and Aquatic Centre Site Selection*" dated October 30, 2013 from the General Manager, Engineering & Public Works and General Manager, Community Services.

As outlined in the "*Minoru Older Adults and Aquatic Centre Site Selection*" report, four site options for the replacement of Minoru Older Adults' Centre and Aquatic Centre (herein referred to as OAC/MAC Project) were presented to Council for selection. This report is to follow through with the funding strategy of the external borrowing of net loan proceeds of \$50,000,000 as previously endorsed by Council in recommendation 2 of the staff report titled "Major Capital Facilities Program Phase 1" dated May 31, 2013 from the Director, Engineering.

General information on the City's long-term debt process as required by the *Community Charter* and the MFA's borrowing process is found in Attachment A of this report.

Analysis

Depending on the site that was chosen by Council in the "*Minoru Older Adults and Aquatic Centre Site Selection*" report, staff are proposing one of the following loan authorization bylaws that corresponds to Council's site selection decision for Council's consideration:

Bylaw No.9074: If the option selected is the co-located Aquatic and Older Adults' Centre at the existing location in Minoru Park (Option 1 of the "*Minoru Older Adults and Aquatic Centre Site Selection*" report), then staff is recommending that the **"Integrated Older Adults' Centre and Aquatic Centre Loan Authorization Bylaw No. 9074"** be introduced and given first, second and third readings (Attachment B); or

Bylaw No.9075: If the option selected is the co-located Aquatic and Older Adults' Centre at Minoru 2 Field in Minoru Park (Option 2 of the "*Minoru Older Adults and Aquatic Centre Site Selection*" report) or the co-located Aquatic and Older Adults' Centre at Minoru 2 Field in Minoru Park and endorsement of a future Aquatic Centre at Lot 5 adjacent to the Richmond Olympic Oval (Option 3 of the "*Minoru Older Adults and Aquatic Centre Site Selection*" report), then staff is recommending that the **"Integrated Older Adults' Centre, Aquatic Centre and Minoru Pavilion Loan Authorization Bylaw No. 9075"** be introduced and given first, second and third readings (Attachment C); or

Bylaw No.9076: If the option selected is a co-located Aquatic and Older Adults' Centre at the existing location in Minoru Park and an Aquatic Centre at Lot 5 adjacent to the Richmond Olympic Oval, with the Older Adults' Centre and the Aquatic Centre at Lot 5 being constructed concurrently and the Minoru Aquatic Centre

being constructed at a future date (Option 4 of the “*Minoru Older Adults and Aquatic Centre Site Selection*” report), then staff is recommending that the **“Aquatic Centre Loan Authorization Bylaw No. 9076”** be introduced and given first, second and third readings (Attachment D).

Under this bylaw, the net loan proceeds will be used solely for the purpose of the construction of an Aquatic Centre on Lot 5, adjacent to the Richmond Olympic Oval.

Under each of the four site options in the “*Minoru Older Adults and Aquatic Centre Site Selection*” report, the estimated cost of construction of the assets subject to borrowing is in excess of \$50,000,000. Staff is recommending that a mix of internal and external funding be used to finance the capital facility in order to achieve a balance between impact of tax increase and the preservation of a healthy and sustainable long-term financial reserve position of the City.

Staff is therefore proposing a Loan Authorization Bylaw in the amount of \$50,815,000 in order for the City to receive net loan proceeds (after fees) of \$50,000,000 to partially finance the project selected by Council. The anticipated debt repayment will be funded by the City’s available budget, namely the debt servicing budget of the Terra Nova debt (\$1.0 million) that will be maturing in December 2014 and the gaming revenue transfer (\$5.0 million) to repay the Oval’s construction that will coincidentally also end in December 2014.

Elector Approval Requirement of the Loan Authorization Bylaw

Under the *Municipal Liability Regulation (B.C. Reg. 254/2004)*, if a municipality’s annual liability servicing cost (namely the annual interest and principal debt repayments that are capital in nature) is no greater than 5% of the municipality’s last year’s controllable revenues (such as taxes revenue, utilities revenue, investment income, unconditional grants and other revenues that are consistent from year to year), the municipality qualifies for the elector approval free exemption. The elector approval free exemption permits a municipality to adopt a loan authorization bylaw without elector’s consent (i.e. without a referendum or an alternative approval process).

After taking into consideration the annual liability servicing costs of the proposed loan of \$50,815,000 and the City’s existing debt (estimated to be less than a total of \$10 million) and the City’s controllable revenue in 2012 (estimated to be at a minimum of \$300 million), the City will meet the requirements of the electoral approval free exemption for the Loan Authorization Bylaw. Therefore, Council has the option to proceed with the Loan Authorization Bylaw adoption process without elector’s consent.

It is anticipated that the proposed loan authorization will not trigger any additional tax impact as the debt repayment will be funded by existing available budgets. Staff is therefore recommending that Council proceed with the Loan Authorization Bylaw without a referendum or an alternative approval process.

Borrowing Timeline

In order to meet the upcoming MFA issue deadline (Spring 2014), the City and approval authorities have the following actions to complete and timeline to meet prior to the requested funds being advanced to the City from the MFA:

Actions	Performed By	Estimated Completion Date
Three readings of the loan authorization bylaw	City Council	November 12, 2013*
Approval of the loan authorization bylaw	Inspector of Municipalities	November 29, 2013
Adoption of the loan authorization bylaw	City Council	December 9, 2013*
One month quashing period	No action	January 9, 2014
Application of Certificate of Approval from the Ministry of Community Services	City Staff	January 10, 2014
Approval of Certificate of Approval from the Ministry of Community Services	Inspector of Municipalities	January 15, 2014
Passing of Municipal Security Issuing Resolution and Agreement	City Council	January 16, 2014 (Special Council Meeting)
Delivery of all necessary documents to Metro Vancouver	City Staff	January 20, 2014 (Metro Vancouver's affirmative deadline)
Readings and adoption of Regional District Security Issuing bylaw	Metro Vancouver	February 2014
Application of Certificate of Approval of the Regional District Security Issuing bylaw from the Ministry of Community Services	Metro Vancouver	February 21, 2014
Advance of funds to the City	MFA	April 2014

*Scheduled Council Meeting


Financial Impact

The actual rate of borrowing will be determined by MFA at a later time once their bond rates are set when the related MFA debentures are issued in the market. Based on the current market information and the recent MFA loan issues, it is estimated that the interest rate of the City's borrowing would likely range between 3.5% and 4.5%.

The annual principal and interest repayment for the loan is not expected to have any tax impact due to the use of the existing \$1 million debt servicing budget and \$5 million gaming revenue transfer, both of which will be available starting in fiscal year 2015. If borrowing was to take place during 2014, a one-time bridging to service the 2014 partial debt repayments will be funded from the debt provision account.

Conclusion

To ensure that financing is in place to fund the construction of the Council endorsed OAC/MAC Project, staff is recommending that the appropriate Loan Authorization Bylaw be forwarded to Council for consideration, so that actions can be taken immediately in order to meet the deadlines for obtaining the necessary financing through the MFA.



Venus Ngan
Manager, Treasury and Financial Services
(604-276-4217)

General Information on the City's Long-Term Debt Process

Under section 179 of the *Community Charter*, a council may, by a loan authorization bylaw adopted with the approval of the inspector, incur a liability by borrowing for any purpose of capital nature. Any debt with term of over 5 years must be obtained through the MFA.

Loan Authorization Bylaw

Any time when long-term borrowing is required, a Loan Authorization Bylaw is required to be approved by Council and the Province. Some characteristics of a Loan Authorization Bylaw are:

(i) Joint and several obligations with Metro Vancouver

- Metro Vancouver must consent to the borrowing requested by the City through the Regional District Security Issuing Bylaw
- Metro Vancouver and the City have joint and several obligations on the debt

(ii) Content of a Loan Authorization Bylaw

- The total amount proposed to be borrowed under the Loan Authorization Bylaw
- The purpose of which the debt is to be incurred
- The term of the borrowing, which is the lesser of 30 years or the life expectancy of the capital asset financed by the debt
- A Loan Authorization Bylaw may not be included as part of a general bylaw

(iii) Life of a Loan Authorization Bylaw

- The Loan Authorization Bylaw, once adopted, has a life of five years
- Municipalities have the flexibility in determining the timing of borrowing, as long as the borrowing takes place within five years from the adoption date of the Loan Authorization Bylaw
- The actual amount of borrowing can be equal to or less than the amount authorized by the Loan Authorization Bylaw
- Any authorized but unissued amount of the Loan Authorization Bylaw will automatically expire in five years from the bylaw adoption date if remained unused
- Any authorized but unissued amount of the Loan Authorization Bylaw can be cancelled at any time as authorized by Council

Loan Authorization Process

Since the City and Metro Vancouver have joint and several obligations on all MFA loans, this makes the loan authorization process lengthier than a typical bylaw adoption as it requires review and approval from the Province at various steps of the process and it also requires formal consent from the Board of Metro Vancouver.

These are the steps in obtaining a MFA loan:

1. Three readings of Loan Authorization Bylaw by Council
2. Review and approval by the Province
3. Elector approval, alternative approval process, or no elector approval if exemption requirement is met
4. Adoption of Loan Authorization Bylaw by Council
5. Application of Certificate of Approval of the Loan Authorization Bylaw from the Province

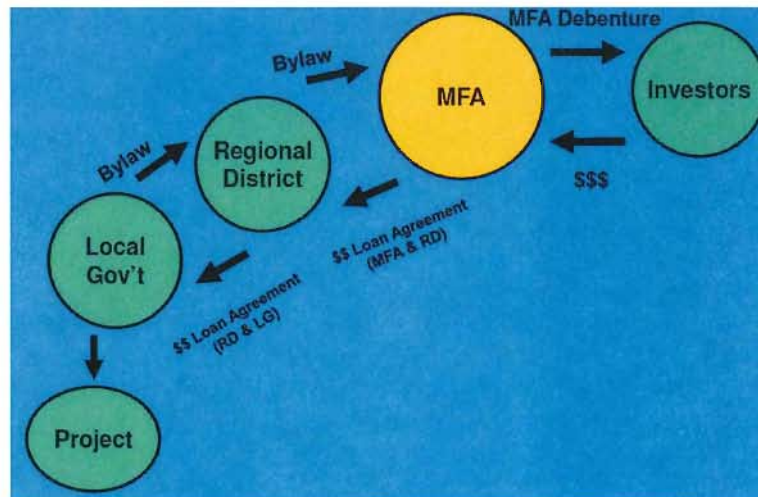
Once approval in step 5 is obtained, the Loan Authorization Bylaw is effective and valid for five years from the date of adoption. When the City is ready to initiate the actual borrowing process, these steps will follow:

6. Council passes the Municipal Security Issuing Resolution and Agreement (this resolution is one of the mandatory components that forms part of the legal documentation for all MFA debt due to the joint and several liability between the City and Metro Vancouver)
7. Three readings and adoption of Regional District Security Issuing Bylaw by Metro Vancouver's Board
8. Application of Certificate of Approval of the Regional District Security Issuing Bylaw from the Province
9. MFA Annual General Meeting
10. Advance of loan proceeds to the City

Municipalities are advised by MFA that the entire loan authorization process will normally take an average of six to nine months to complete due to the various agencies being involved. In order for the City to meet the upcoming MFA Spring Deadline (February 2014), the above steps must begin by early November 2013 in an expedite manner for the MFA deadline to be met.

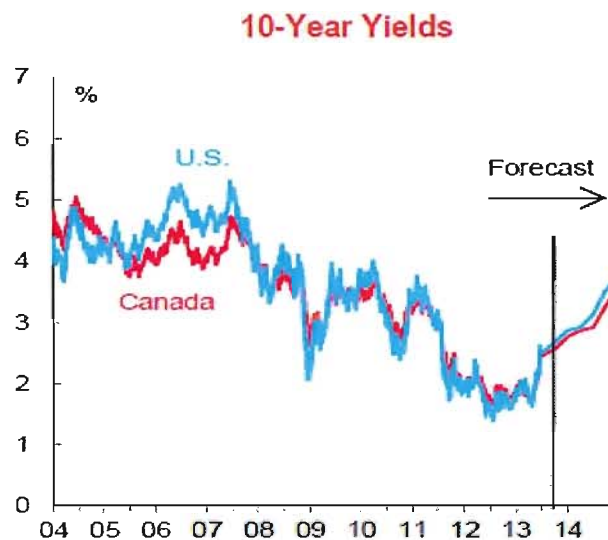
MFA Loan Process

MFA generates funds to be loaned to municipalities by issuing MFA Debentures in the financial market. The actual borrowing rate of the MFA loan issue is therefore tied to the market yield of the MFA bond at the time of the bond issue (i.e. local government's loan interest payment is used to pay bond interests to the investors). See below for process flow:



MFA Loan Rate

The actual borrowing rate is therefore unknown to the municipalities at the time of the loan process but an estimated rate is published by the MFA for analytical purposes based on the current market condition and their outlook of the economy. The current economic forecast is anticipating that the long-term rate will slowly rise as the market makes its gradual transition towards recovery. See forecast of long-term yield below:



Source: Bloomberg, Scotiabank Economics.

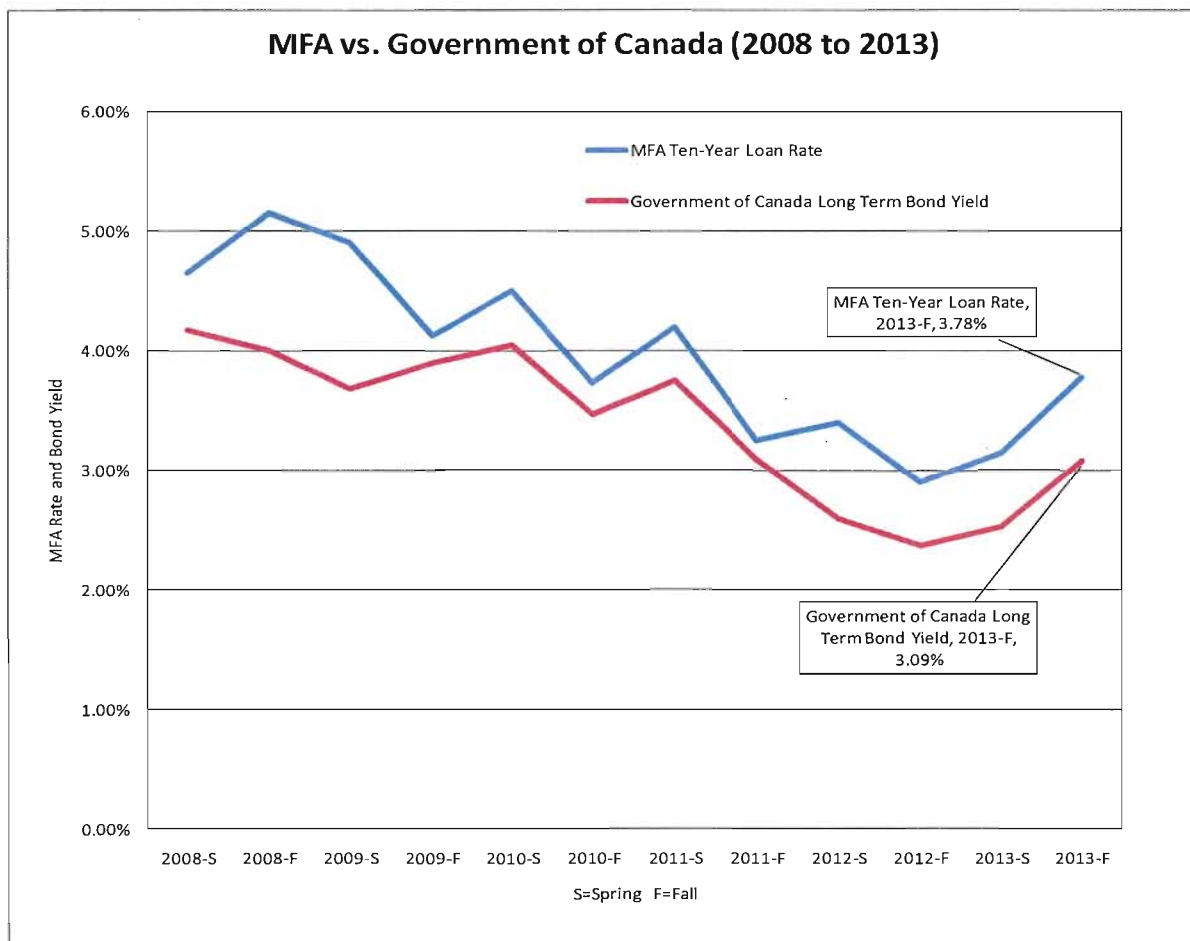
The actual interest rate of MFA loan is determined by MFA at a later time once their bond rates are set when the related MFA debentures are issued in the market. The actual interest rate information is typically released after their Annual/Semi-Annual General Meeting that takes place every Spring and Fall.

The most recent Fall 2013 MFA loan was issued at a 10-year loan rate of 3.78%.

Municipalities that have requested a loan from the MFA are committed to the loan and they are not allowed to renege on their loan request (e.g. if the borrowing rate is higher than expected, or if the capital project requiring funding got cancelled after submission of the loan request etc.).

Historical MFA Loan Rate

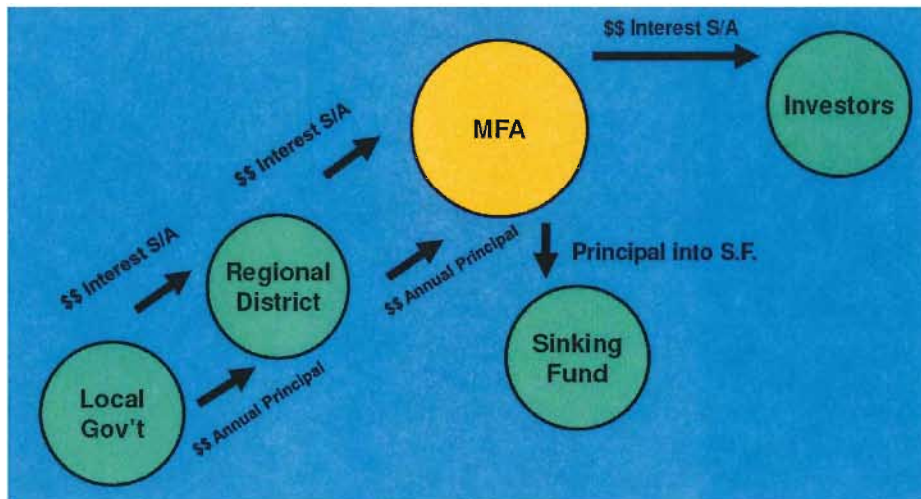
Using the Government of Canada (same AAA credit rating as MFA) 10-year bond yield as a benchmark for comparison purpose, it is expected that MFA's loan rate can typically range anywhere from 0.50% to 1.00% above the Government of Canada bond yield, as shown below:



MFA Loan Repayment Structure

The interest rate is fixed for the duration of the loan and is calculated based on gross amount requested. Each new loan issue will generally be for a 10 year term, which means the lending rate will be set from the date of funding for a period of 10 years. Any terms that exceed the 10 year period will have the lending rate reset starting in year 11. Typically, the rate will be reset for the next 5 years covering the start of year 11 to the end of year 15, and this “5 year reset process” will continue as required (i.e. until loan obligations mature).

Interest is payable semi-annually and principal is payable annually. The amount of principal repaid is deposited into a sinking fund account. The estimated interest earned on the sinking fund pool (known as actuarial credit) is being applied to the outstanding principal amount as a non-cash repayment annually. If the actual earnings of the sinking fund are greater than the estimated earnings, surplus will be paid back to the municipality at the expiry of the loan. In some cases, there is possibility of stop or forgiven payments where the outstanding debt is repaid by the earnings in the sinking fund, so municipalities do not need to make any further debt repayments.



MFA Loan Proceeds

All MFA loan request is subject to a deduction of 1.00% by the MFA for security against loan default (this is held in trust by the MFA in its Debt Reserve Fund and will be refunded to clients, with interest, at loan expiry) and another 0.60% is deducted by MFA as issue expenses (non-refundable) to cover the costs of raising money. The City must take into consideration this 1.60% deduction to ensure adequate funds remain to fully finance the funding requirement of the capital project(s). Below illustrates the amount of loan request required in order for the City to obtain \$50,000,000 in net proceeds from the MFA:

Loan Request Amount	\$ 50,815,000
Less:	
1.0% Debt Reserve Fund	\$ 508,150
0.6% Issue Expenses	\$ 304,890
Net Loan Proceeds	\$ 50,001,960



City of
Richmond

Bylaw 9074

**Integrated Older Adults' Centre and Aquatic Centre
Loan Authorization Bylaw No. 9074**

WHEREAS Council considers it desirable to construct an integrated Older Adults' Centre and Aquatic Centre in Minoru Park, Richmond;

AND WHEREAS the City wishes to partially fund the construction of the integrated Older Adults' Centre and Aquatic Centre by borrowing the sum of \$50,815,000, which is the amount of debt intended to be borrowed by this bylaw;

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

1. The City is hereby empowered and authorized to borrow upon the credit of the City a sum not exceeding \$50,815,000 for the purpose of constructing an integrated Older Adults' Centre and Aquatic Centre in Minoru Park, including all expenses incidental thereto.
2. The maximum term for which debentures may be issued to secure debt created by this bylaw is thirty (30) years.
3. This bylaw may be cited as "**Integrated Older Adults' Centre and Aquatic Centre Loan Authorization Bylaw No. 9074**".

FIRST READING

SECOND READING

THIRD READING

RECEIVED the approval of the Inspector of Municipalities

ADOPTED

MAYOR

CORPORATE OFFICER



City of
Richmond

Bylaw 9075

Integrated Older Adults' Centre, Aquatic Centre and Minoru Pavilion Loan Authorization Bylaw No. 9075

WHEREAS Council considers it desirable to construct an integrated Older Adults' Centre, Aquatic Centre and Pavilion at Minoru 2 Field in Minoru Park, Richmond;

AND WHEREAS the City wishes to partially fund the construction of the integrated Older Adults' Centre, Aquatic Centre and Pavilion by borrowing the sum of \$50,815,000, which is the amount of debt intended to be borrowed by this bylaw;

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

1. The City is hereby empowered and authorized to borrow upon the credit of the City a sum not exceeding \$50,815,000 for the purpose of constructing an integrated Older Adults' Centre, Aquatic Centre and Pavilion in Minoru Park, including all expenses incidental thereto.
2. The maximum term for which debentures may be issued to secure debt created by this bylaw is thirty (30) years.
3. This bylaw may be cited as "**Integrated Older Adults' Centre, Aquatic Centre and Minoru Pavilion Loan Authorization Bylaw No. 9075**".

FIRST READING

SECOND READING

THIRD READING

RECEIVED the approval of the Inspector of Municipalities

ADOPTED

MAYOR

CORPORATE OFFICER



City of
Richmond

Bylaw 9076

Aquatic Centre Loan Authorization Bylaw No. 9076

WHEREAS Council considers it desirable to construct an Aquatic Centre on a parcel owned by the City and legally described as Lot 5 Section 6 Block 4 North Range 6 West New Westminster District Plan BCP30383 ("Lot 5");

AND WHEREAS the City wishes to partially fund the construction of the Aquatic Centre by borrowing the sum of \$50,815,000, which is the amount of debt intended to be borrowed by this bylaw;

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

1. The City is hereby empowered and authorized to borrow upon the credit of the City a sum not exceeding \$50,815,000 for the purpose of constructing an Aquatic Centre on Lot 5, including all expenses incidental thereto.
2. The maximum term for which debentures may be issued to secure debt created by this bylaw is thirty (30) years.
3. This bylaw may be cited as "**Aquatic Centre Loan Authorization Bylaw No. 9076**".

FIRST READING

SECOND READING

THIRD READING

RECEIVED the approval of the Inspector of Municipalities

ADOPTED

MAYOR

CORPORATE OFFICER



City of
Richmond

Bylaw 9075

Integrated Older Adults' Centre, Aquatic Centre and Minoru Pavilion Loan Authorization Bylaw No. 9075

WHEREAS Council considers it desirable to construct an integrated Older Adults' Centre, Aquatic Centre and Pavilion at Minoru 2 Field in Minoru Park, Richmond;

AND WHEREAS the City wishes to partially fund the construction of the integrated Older Adults' Centre, Aquatic Centre and Pavilion by borrowing the sum of \$50,815,000, which is the amount of debt intended to be borrowed by this bylaw;

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

1. The City is hereby empowered and authorized to borrow upon the credit of the City a sum not exceeding \$50,815,000 for the purpose of constructing an integrated Older Adults' Centre, Aquatic Centre and Pavilion in Minoru Park, including all expenses incidental thereto.
2. The maximum term for which debentures may be issued to secure debt created by this bylaw is thirty (30) years.
3. This bylaw may be cited as "Integrated Older Adults' Centre, Aquatic Centre and Minoru Pavilion Loan Authorization Bylaw No. 9075".

FIRST READING

SECOND READING

THIRD READING

RECEIVED the approval of the Inspector of Municipalities

ADOPTED

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

MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee

To: General Purposes Committee

Date: October 17, 2013

From: Andrew Nazareth
General Manager, Finance and Corporate Services

File: 06-2280-20-285/Vol 1

Re: Sales Centre License Agreement between the City of Richmond and Polygon Development 192 Ltd.

Staff Recommendations

That:

1. If 8311 Cambie Road is transferred to the City as part of rezoning application RZ 11-591985, then the City enter into a license agreement with Polygon Development 192 Ltd. ("Polygon") to permit Polygon to use a portion (approximately $\pm 3,505$ sq. ft. for the building area plus $\pm 3,854$ sq. ft. for parking area) of 8311 Cambie Road for a two year period with 1 (one) 6-month renewal option at a rate of \$3.60 per square foot per annum (estimated at \$26,492 per annum), as per the terms described in the Staff report from the General Manager, Finance and Corporate Services dated October 17, 2013; and
2. Staff be authorized to take all necessary steps to complete the matter including authorizing the Chief Administrative Officer and the General Manager, Finance and Corporate Services to negotiate and execute all documentation to effect the transaction detailed in the staff report dated October 17, 2013 from the General Manager, Finance and Corporate Services.

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

Att. 4

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Budgets	<input checked="" type="checkbox"/>	
Development Applications	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
Parks and Recreation	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
REVIEWED BY DIRECTORS	INITIALS: 	APPROVED BY CAO

CNCL - 121

Staff Report

Origin

On December 18, 2012, at a Special Council Meeting, Council gave first reading to Cambie Field – Sale of Park Bylaw 8927 in conjunction with rezoning application RZ 11-591985.

As part of the rezoning considerations for RZ 11-591985, if approved by Council, Polygon will transfer fee simple title for 8311 Cambie Road to the City of Richmond prior to the adoption of the Rezoning Bylaw. This parcel will be incorporated into the new neighbourhood park in the City Centre's Capstan Village Area which will be constructed by Polygon adjacent to the current Cambie Field (see Attachment 1). The rezoning application also noted that opportunities would be explored to locate the developer's temporary sales centre on the new park site, at the sole cost of the developer.

The purpose of this report is to obtain Council approval for the business terms of the proposed license agreement between the City and Polygon, subject to a Public Hearing, final approval of rezoning application RZ 11-591985, and transfer of 8311 Cambie Road to the City.

If this report's recommendations are approved, it is Polygon's intention to apply to the City for permits to construct a sales centre on 8311 Cambie Road and to construct the sales centre in advance of transferring the property to the City. This report seeks to make Council aware of that proposed sequence and the developer's proposal that the land be transferred with the sales centre and related improvements in place. For clarification, staff's recommendation that the City enter into a license in respect to the portion of property that would be occupied by Polygon's proposed sales centre and related improvements under the terms and conditions noted herein will be implemented if and only if Council, in its discretion, ultimately approves rezoning application RZ 11 – 591985 and adopts the Rezoning Bylaw.

Findings of Fact

In summer 2013, as part of the park consultation process, Polygon approached the City and requested a license agreement for the operation of a sales centre at 8311 Cambie Road in anticipation of the marketing program for their planned development.

At the September 5, 2013 Parks, Recreation and Cultural Services (PRCS) meeting, a report detailing the conceptual design plans and the Public Consultation held Saturday May 18, 2013 regarding the new proposed Cambie Road/Mueller Development Park stated that:

“Business terms with respect to the potentially locating the sales centre on the park, would be developed as part of a separate licensing agreement and would include but not be limited to access, frontage, and servicing agreements for the sales centre. This proposed licensing agreement will be brought forward to Council for consideration in a separate report.”

Analysis

In preliminary enquiries with the City's Planning, Parks and Real Estate Services Divisions in September of 2013, Polygon was informed that the City did not have any practical objections to negotiating a license for a sales centre on the site, subject to Council's final approval.

The proposed sales centre measures $\pm 3,505$ sq. ft. for the building area plus $\pm 3,854$ sq. ft. for parking area (see Attachment 2 & 3). Sign and building permits as per typical city process will apply. Transportation Division has confirmed that the proposal conforms to parking requirements and Development Applications have confirmed the use conforms to City policy. Real Estate Services has negotiated the business terms of the license (see Attachment 4).

Financial Impact

Subject to approval of the rezoning application and license agreement, the City will receive approximately \$52,985 of rental income during the term with such funds to be transferred into the Industrial Use Reserve. This will be considered as part of the 2014-2018 Five –Year Financial Plan.

Conclusion

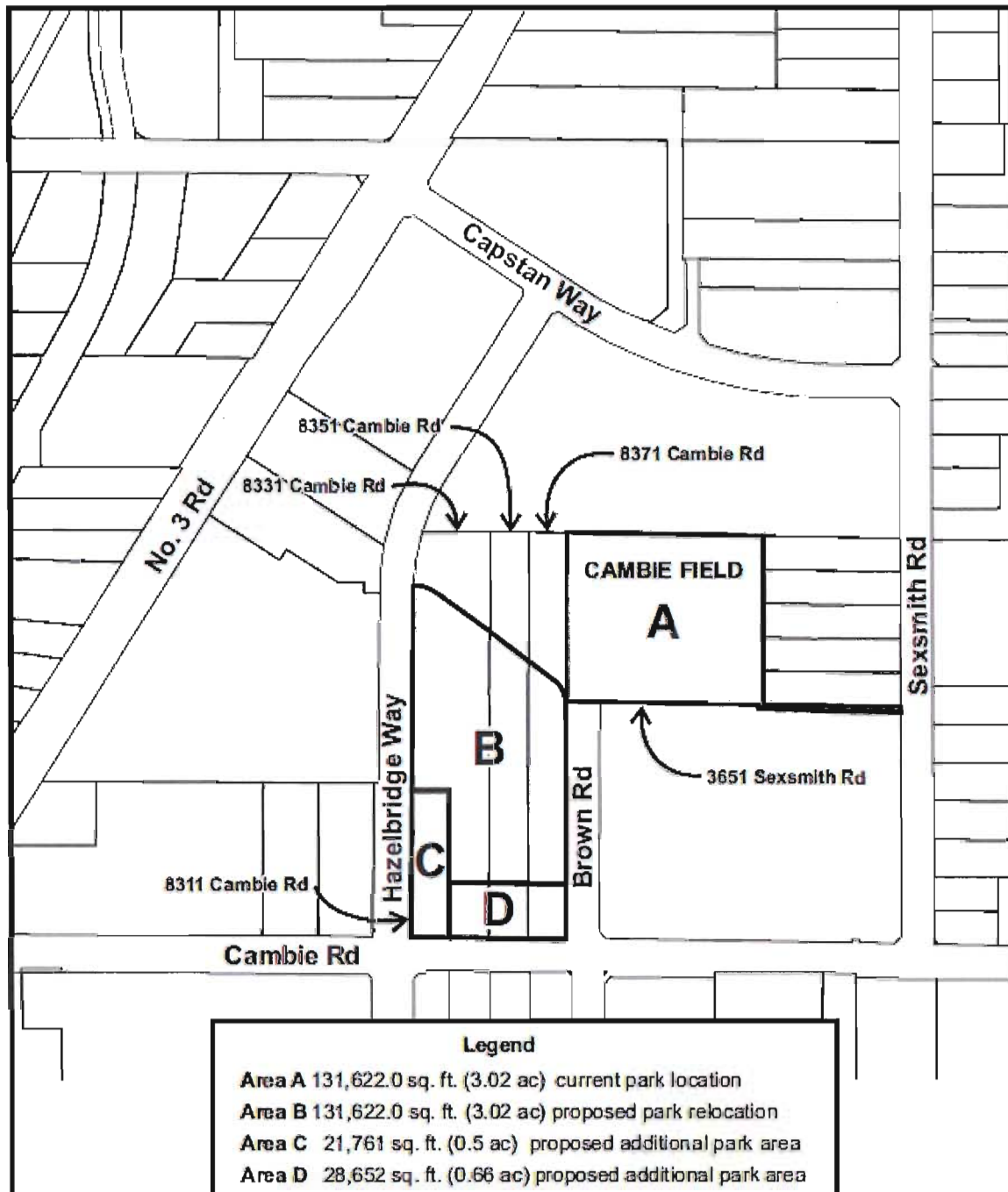
City staff has investigated the request and recommend that a sales centre license between Polygon and the City according to the terms as described in this report, be approved.



Michael Allen
Manager, Property Services
(604-276-4005)

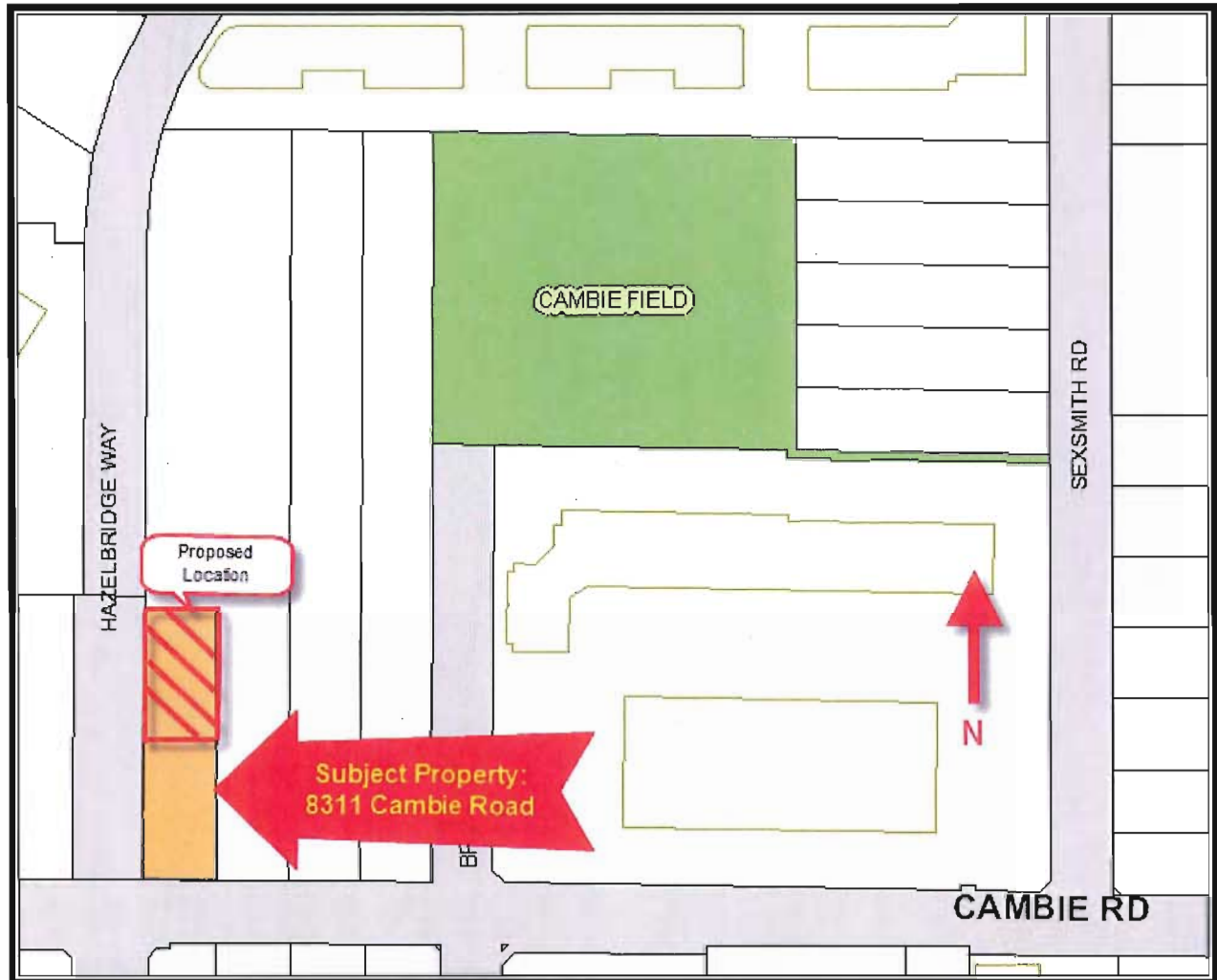
Attachment 1

Property Location



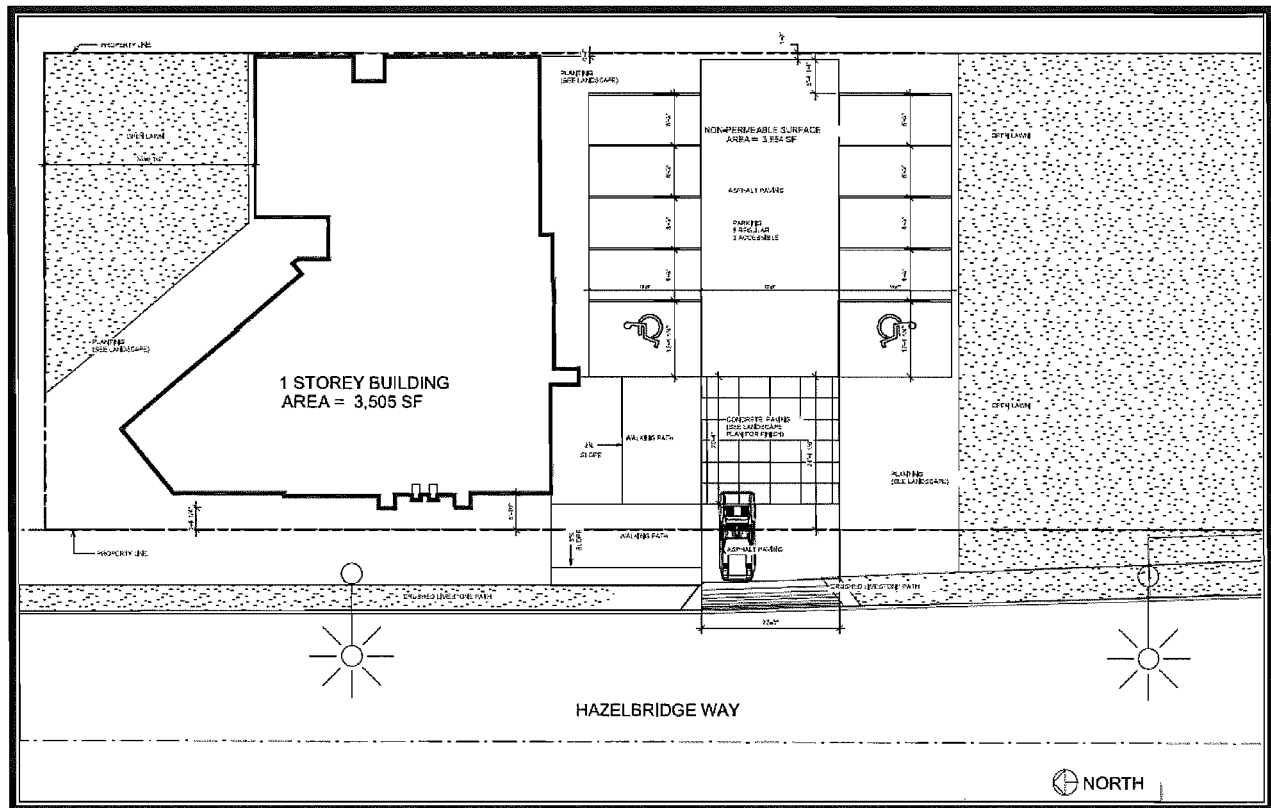
Attachment 2

Property and Sales Centre Location



Attachment 3

Sales Centre Site Plan



Attachment 4**License Agreement Terms**

Primary Business Terms	
Licensor:	City of Richmond
Licensee:	Polygon Development 192 Ltd.
Address:	8311 Cambie Road
Area:	±3,505 sq. ft. for building plus ±3,854 for parking area Total: ±7,359 sq. ft.
Initial Term	2 years
Initial Term License Fee	\$3.60 per sq. ft. per annum net Total: ± \$26,492 per annum
Renewal Option Term	6 months
Net License	Net to the City, including but not limited to utilities (such as gas, electricity and water) and property taxes.
Commencement:	Following transfer of property to the City.
Permitted Use:	Sales Centre, parking and related purposes
Termination Clause:	City may terminate the License immediately if Polygon refuses or neglects to carry out its obligations pursuant to the License or uses the License area for any purpose other than set out in the License (i.e. Sales Centre).
Indemnification:	In favour of the City.
Insurance:	\$5,000,000 Comprehensive General Liability insurance coverage per occurrence provided by Polygon in favour the City.
Improvements:	Licensee responsible for all permits and approvals at their cost for construction, servicing and signage.
Removal and Restoration:	Prior to the end of the term, Polygon shall remove all buildings and structures and restore the License Area, at its sole cost, to the same or better condition prior to the exercise by Polygon of its rights of the License.



City of Richmond

Report to Committee

To: General Purposes Committee

Date: October 30, 2013

From: Cathryn Volkering Carlile
General Manager, Community Services

File: 06-2055-20-007/Vol 01

Re: Consultation Plan for Major Recreational Facilities Development

Staff Recommendation

That:

1. The report, Consultation Plan for Major Recreational Facilities Development, dated October 30, 2013 from the General Manager, Community Services be received for information; and
2. The terms of reference for the Major Recreational Facilities Development Advisory Committee, as detailed in Attachment 1 of the report, Consultation Plan for Major Recreational Facilities Development, dated October 30, 2013 from the General Manager, Community Services be approved.

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

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Communications Project Development Major Facilities Project Team	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
REVIEWED BY DIRECTORS	INITIALS:	APPROVED BY CAO

Staff Report

Origin

At its June 24th 2013 meeting, Council made the following resolution in relation to the Major Capital Facilities Program Phase 1:

- (6) *Staff provide details of the full consultation plans and report through the General Purposes Committee.*

The purpose of this report is to respond to the resolution by providing a detailed plan for public engagement and involvement, including public consultation, in the development of the planned aquatic and older adults facilities in City Centre.

This report supports Council Term Goal Priority 4.1:

“Development and Implementation of a comprehensive facility development plan for current and future needs that outlines an effective public process”

And Council Term Goal Priority 13.1:

Use the City’s website and other communication tools to inform and regularly update the Richmond Community on Council’s Term Goals, plans, priorities and progress.

Analysis

In order to ensure the planned facilities and associated building programs best meets the needs of the community, it is important to have a comprehensive consultation plan. The purposes of the consultation plan are as follows:

1. To ensure the building program and programming meets the needs of the general public and specific stakeholder groups.
2. To ensure that, given the expected fifty-year or more lifespan of the facilities, the long-term needs of the community are considered in the development process.
3. To ensure the development process for the facilities is transparent and provides opportunity for input into decision making where appropriate.
4. To ensure the public is engaged and excited about the benefits to the community of these planned facilities.

Consultation and engagement in the planning process will include both ongoing and periodic involvement from the public and staff anticipate engaging the community at many junctures throughout the development process and using a wide variety of methods.

Consultation and Engagement Methods

Public involvement is proposed to include the following:

Consultation/Engagement Method	Description
Project Branding	Establish a visual identity for the project.
Establishment of the Richmond Aquatic Facility and Older Adults Centre Replacement Advisory Committee	Members of the Advisory Committee will provide input and, at times, seek broader stakeholder input, in the planning process.
Open Houses	Open houses at key points during the facility development process will assist in informing the public of progress to date and seek input into options or decision points for moving forward with the development process.
Stakeholder consultation and meetings	Direct consultation and meetings will provide opportunities for stakeholder groups such as the Minoru Seniors Society, Richmond Aquatic Services Board, sport and community user groups, related advisory committees, Vancouver Coastal Health, Richmond Olympic Oval, Richmond Fitness and Wellness Association, and the Richmond Centre for Disability to provide input and receive and share information.
Research	Research results from past consultations.
Social Media	Establish a dedicated social media presence through Facebook, Twitter and other emerging technologies.
Dedicated project web page	Design and maintain a dedicated web page on the City's website to provide project background, identify opportunities for input and follow the facility development process.
Media Releases and general public information	Traditional media will be used to reach the broad public through press releases and paid advertising informing the public of developments and upcoming opportunities for input into the process.
Let's Talk Richmond	This online discussion platform will be used to engage the public in specific issues related to facility development.
Public meetings of Committee and Council	Reports related to the project will be brought forward to General Purpose Committee and then forwarded to Council. The public has access to open agendas and has the opportunity to delegate at these meetings.
Translation	When appropriate, communication documents, meeting minutes, and other facets of the consultation process will be translated into one or more languages other than English to allow greater accessibility.
Public Events	Sod turnings, opening events and other celebrations will mark project milestones.

Consultation Strategy

City staff will be developing a comprehensive communication and consultation strategy that includes the categories above and will commence as soon as the site is approved and encompass the duration of the project from design, construction to opening phases.

The graphic on the next page outlines the overall public engagement strategy for the development of replacement of the aquatic and older adult facilities in City Centre.

Public Engagement for Development of Major City Centre Recreational Facilities

		DEVELOPMENT PHASE			
		Program Development	Facility Design	Construction	Completion
TYPE OF ENGAGEMENT	Advisory Committee	CONTINUOUS			
	Online Resources	CONTINUOUS			
	Project Branding	CONTINUOUS			
	Research	CONTINUOUS			
	Public Art	CONTINUOUS			
	Advertising & Media Relations	PERIODIC			
	Stakeholder Meetings	PERIODIC			
	Open Houses	PERIODIC			
	Public Events	PERIODIC			
	Translation	PERIODIC			
	Public Meetings	PERIODIC			

Richmond Aquatics Facilities and Older Adults Centre Replacement Advisory Committee

Staff propose the establishment of one Advisory Committee for this project.

The proposed terms of reference for the Advisory Committee are included as Attachment 1 of this report. The role of the Committee is to provide advice, input and feedback at key milestones during the planning and development of the Minoru Older Adults Centre and interim centre and the Richmond Aquatics Facility.

Membership of the Advisory Committee is proposed to include:

1. Two representatives from the Aquatic Services Board
2. Two representative from the Minoru Seniors Centre
3. If Lot 5 is selected, two representatives from Richmond Olympic Oval Board
4. Three representatives from the general public.

Two Council members will be appointed as liaisons to the Advisory Committee.

The Advisory Committee will be supported by the City of Richmond and related costs will be incorporated into the project budget. Professional staff including City staff and construction management, architecture and engineering and community engagement consultants will be also included as technical support.

Financial Impact

The budget for the consultation process will be included in the capital program for the facilities.

Conclusion

Engaging the public through a variety of avenues will ensure the process of developing the proposed older adults and aquatics facilities will be transparent, meet community needs and excite the community about the future benefits to the community.



Serena Lusk
Acting Manager, Projects and Programs
(604-233-3344)

Richmond Aquatic Facility and Older Adults Centre Replacement Advisory Committee

PROPOSED TERMS OF REFERENCE

Purpose

The purpose of the Richmond Aquatic Facility and Older Adults Centre Replacement Advisory Committee (the “Advisory Committee”) is to provide advice, input and feedback upon request at key milestones during the development process for building these important community recreation facilities.

Principles

The following guiding principles will apply to the community-involved process:

- The project must meet the objectives and timelines of the City of Richmond
- The project must be completed within budget
- The project will follow a business model approach
- The process will encourage effective relationships, partnerships with others and community involvement

The Advisory Committee will reflect the adopted principles in all its activities.

Membership

Richmond City Council appoints members of the Advisory Committee. The membership will include the following:

- Two representatives from the Aquatic Services Board.
- Two representatives from the Minoru Senior’s Centre.
- Three representatives from the general public.
- If Lot 5 is selected as a site, two representatives from the Richmond Olympic Oval Corporation.

Two members of Council will be appointed as liaisons to the Advisory Committee.

The term of the Advisory Committee will be for the duration of the project.

The Advisory Committee will report to the Chief Administrative Officer (CAO) or designate.

At the beginning of each year, a member of the Advisory Committee will be elected as Chair. This individual will call meetings upon request of the CAO or designate and facilitate and chair meetings.

Members are expected to attend all meetings. If unable to attend a meeting, an alternate is not required.

Sub-committees may be established to discuss specific issues as requested by the City.

The CAO or designate will be the senior staff liaison for this committee. Other City staff will attend meetings as required.

Objectives and Expectations

The primary objective for the Advisory Committee is to support the City's efforts in planning and program development for the Aquatic and Older Adults Replacement Facilities.

Procedures

The Advisory Committee will make recommendations and advise staff and the Project team. Communications will be through the CAO or designate.

The decision process is to be consensus based. If some members disagree with the Committee's recommendations or activities, decisions will be recorded in the meeting records.

The Advisory Committee will receive administrative staff support services from the City for the preparation of agendas and the recording of meetings.

The Advisory Committee will liaise with other stakeholders where appropriate.

Council may amend these Terms of Reference at its discretion.

Meetings

Meetings will be at the call of the Chair when requested by the CAO or designate.

Copies of the agenda and record of the previous meeting will be circulated to the Advisory Committee members in advance of the next meeting.

A quorum is established when 50% + 1 members are present.

Code of Conduct

Advisory Committee members are expected to be respectful towards each other and work cooperatively.

Advisory Committee members are drawn from both the public and stakeholder interests. The expectation is that each member will conduct themselves in the best interest of all of Richmond residents.

If there is a conflict of interest, it will be up to the member to remove himself or herself from the discussion and decision. However, where a conflict is not recognized by an individual, the City may exercise its prerogative to excuse the member from the meeting and/or restrict their access to pertinent information.

Committee members who have been found by the City to have breached their confidentiality agreements; failed to abide by the Code of Conduct or failed to abide by other policies adopted by the committee will be subject to immediate rescinding of their appointment. Without the express consent of the City, members are not authorized to discuss matters covered by the Committee or information provided to them in the course of carrying out their roles with the media.

Richmond Aquatic Facility and Older Adults Centre Replacement Advisory Committee members serve at the pleasure of Council.



City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services
Committee

From: Jane Fernyhough
Director, Arts, Culture and Heritage Services

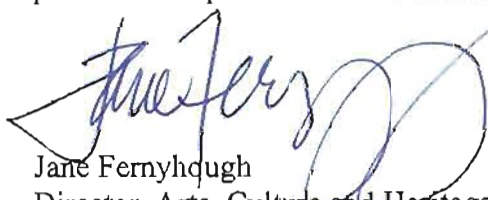
Re: Alexandra Neighbourhood Public Art Plan

Date: October 8, 2013

File: 11-7000-09-20-158/Vol
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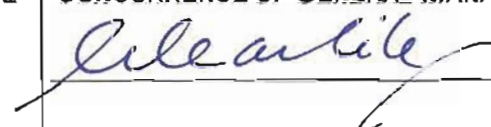

Staff Recommendation

That the Alexandra Neighbourhood Public Art Plan as presented in the report from the Director, Arts Culture & Heritage Services dated October 8, 2013 be approved as a guide for the placement of public art in the Alexandra Neighbourhood.



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

Att. 1

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

Staff Report

Origin

On March 25, 2013, Council endorsed the staff report entitled, “Vancouver Biennale Proposal for Charles Jencks Land Form Public Art Project for Alexandra Neighbourhood Park”. In the report, staff advised that prior to reporting back on the land based public art project that staff prepare a public art plan for the Alexandra Neighbourhood and present the plan to Council for approval.

This report presents for Council’s consideration the Alexandra Neighbourhood Public Art Plan. A report on the Charles Jencks land form public art project will be presented in late 2013 or early 2014.

This initiative is in line with Council Term Goal 9.1:

Build culturally rich public spaces across Richmond through a commitment to strong urban design, investment in public art and place making.

Analysis

A City inter-departmental staff team met to develop the themes, opportunities and constraints for the Alexandra Neighbourhood Public Art Plan. This Plan includes an overview of the neighbourhood area plan and its historical, environmental and planning context. It includes a thematic framework for the public art, guiding principles, site opportunities and constraints, selection processes, and budgets (**Attachment 1**).

“*Connectivity: Ecology, Infrastructure and History*” was chosen as the overarching theme to guide the selection and placement of public art within the emerging neighbourhood. Artists will be encouraged to consider connections to the area’s agricultural past, the connection to the ecology of Richmond, and the intercultural connections between the new residents of the area.

Innovative features within the district, including the Alexandra District Energy Utility, the connected system of greenways and parks, and the neighbourhood High Street commercial centre will provide opportunities for the integration of public art.

Unlike typical developer financed public art projects where artwork is created for individual private development sites, the majority of developer public art contributions for this neighbourhood have been pooled and held in trust to support the creation of public artworks within the public realm, including parks, greenways and streets.

The Richmond Public Art Advisory Committee has reviewed the Plan and recommends its adoption.

Financial Impact

None.

Conclusion

Public art plays a key role in providing identity to place. Artworks in a variety of scales on complementary themes help to achieve a connected community. The Alexandra Neighbourhood Public Art Plan will serve as a guide for the placement of public art in the Alexandra Neighbourhood, and serve to promote the area plan vision of a "*Complete and Balanced Community*".

A handwritten signature in black ink, appearing to read 'Eric Fiss', with a stylized flourish extending from the end.

Eric Fiss, Architect AIBC, PIBC
Public Art Planner
(604-247-4612)

ATTACHMENT 1

Alexandra Neighbourhood Public Art Plan



Acknowledgements

Staff:

Jane Fernyhough, Director, Arts, Culture and Heritage Services
Kim Somerville, Manager, Arts Services
Eric Fiss, Public Art Planner
Elisa Yon, Public Art Assistant
Clarence Sihoe, Park Planner
Alen Postolka, District Energy Manager
David Johnson, Planner 2, Policy Planning
Eric Sparolin, Project Engineer
Fred Lin, Senior Transportation Engineer
Kaitlin Kazmierowski, Environmental Coordinator

Richmond Public Art Advisory Committee:

Willa Walsh, Chair
Chris Charlebois
Sandra Cohen
Aderyn Davies
Simone Guo
Valerie Jones
Victoria Padilla
Xuedong Zhao

Public Art Advisory Committee Council Liaison:

Councillor Evelina Halsey-Brandt

Sponsors:

The Richmond Public Art Program graciously acknowledges the public art contributions provided by private developers involved in the building of the new Alexandra neighbourhood:

Concord Pacific
First Richmond North Shopping Centre Ltd.
Jingon Development Group Alexandra Ltd.
Oris Development Corp.
Polygon Development Ltd.



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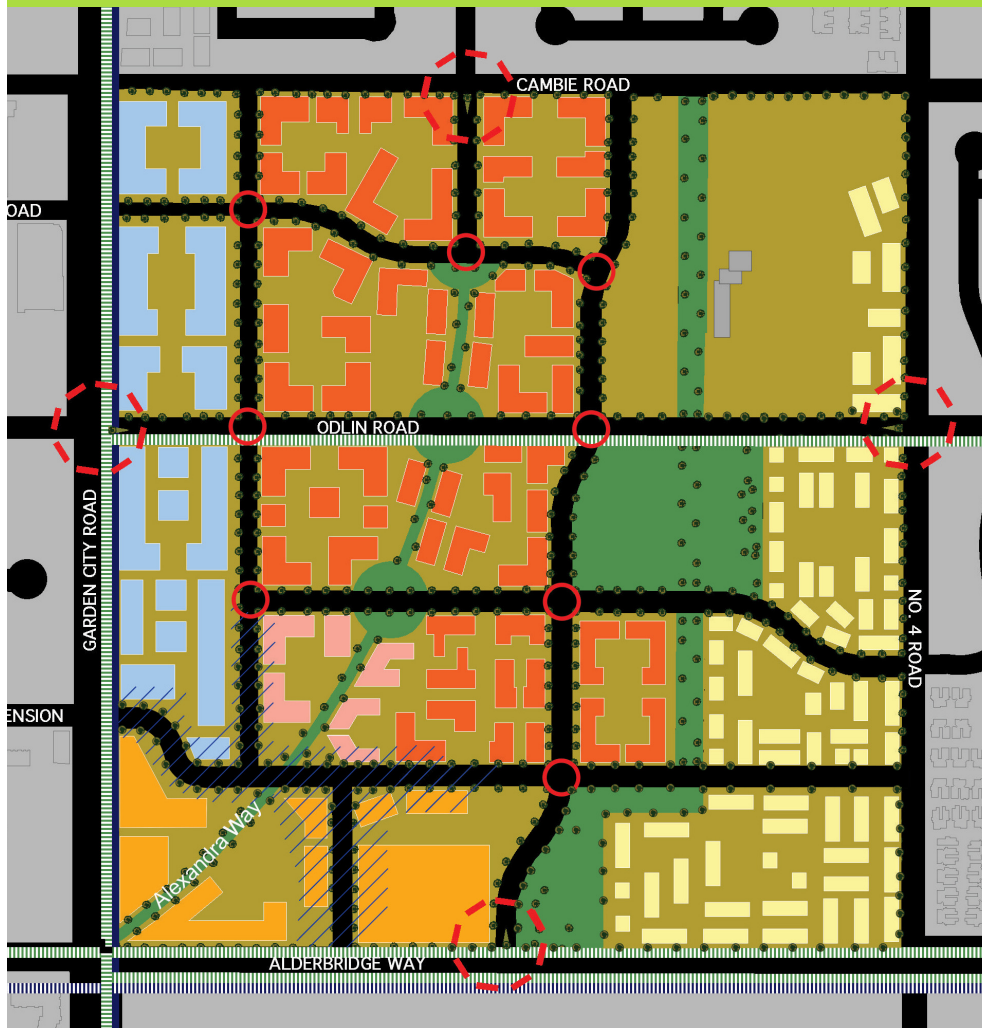
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Alexandra Neighbourhood Character Areas Map

"A complete and balanced community"



LEGEND					
1	Business Office	5	Low Density Housing	Proposed Trails & Greenways	<p>The images in this figure illustrate the range of built forms and open spaces that are envisioned for Alexandra. Each of the six character areas is described in the text and illustrated in more detail on Figures 3 through 8.</p>
2	Mixed Use (Retail/Office/Hotel)		Mixed Use:	Existing Cycle Routes	
3	The High Street		<ul style="list-style-type: none"> abutting the High Street, medium density residential over retail; not abutting the High Street, medium density residential. 	Proposed Cycle Routes	
4	Medium Density Housing		Open Space System	Traffic Calming	



INTRODUCTION

The Alexandra neighbourhood is in transition from a semi-rural predominantly vegetated landscape comprised of single-family homes and farms to a more urban and complete community of multiple family housing and places to work, shop and play. Public art contributes to this transformation, sparking community participation in the building of our public spaces and encouraging citizens to take pride in public cultural expression.

The Alexandra neighbourhood is uniquely located to provide a transition from the established residential neighbourhoods to the east and north to the emerging City Centre to the west. The Alexandra Neighbourhood Public Art Plan identifies guiding principles that will support the creation of unique public spaces and foster a sense of community for the area residents.

The Plan builds on the history and ecology of the neighbourhood. Priority will be given to development of artworks in the public realm: parks, streets and greenways. These will serve as landmarks and meeting places, as residents make connections through the community.

CIVIC PUBLIC ART PLANS

One of the fundamental visions of the Richmond Official Community Plan is creating a Vibrant City. The Public Art Program plays a key role in shaping, animating and enriching the public realm, and building civic pride and community identity.

The Public Art Program Policy, adopted by Council July 27, 2010, sets a goal for public art to complement and develop the character of Richmond's diverse neighbourhoods to create distinctive public spaces, which enhance the sense of community, place and civic pride.

Area specific public art plans provide a guide for achieving this goal. Supplementing the city-wide policies of the Public Art Program, each Area Plan provides additional direction concerning the themes and opportunities unique to each specific community. The Alexandra Neighbourhood Public Art Plan will be a new member of the family of Richmond Public Art Plans, which include the Richmond Oval Art Plan / *Flow, Flight, Fusion*, and the City Centre Public Art Plan / *Honouring Yesterday, Celebrating Today and Building Tomorrow*.



THEMATIC FRAMEWORK

Connectivity: Ecology, Infrastructure, and History

In keeping with the West Cambie Area Plan's Vision for the Alexandra Neighbourhood, as a "complete and balanced" community, the thematic framework will incorporate Richmond's unique cultural heritage, while also exploring the theme of "Connectivity: Ecology, Infrastructure and History" as a way to describe the many layers of urban systems required for sustainable and healthy living cities. Artists will be encouraged to design their works within this thematic framework, while allowing room for artistic exploration and a diversity of projects.

Connecting Ecology

Richmond's landscape and hydrology has been formed by its unique location within the Fraser River delta. Alexandra contains remnants of historic sloughs and agricultural networks. Local wildlife is connected to larger networks throughout Richmond. Public art can play an integral part in bringing awareness to the importance of ecological connections and addressing the sensitive nature and challenges of designing with ecosystems in mind.

Connecting Infrastructure

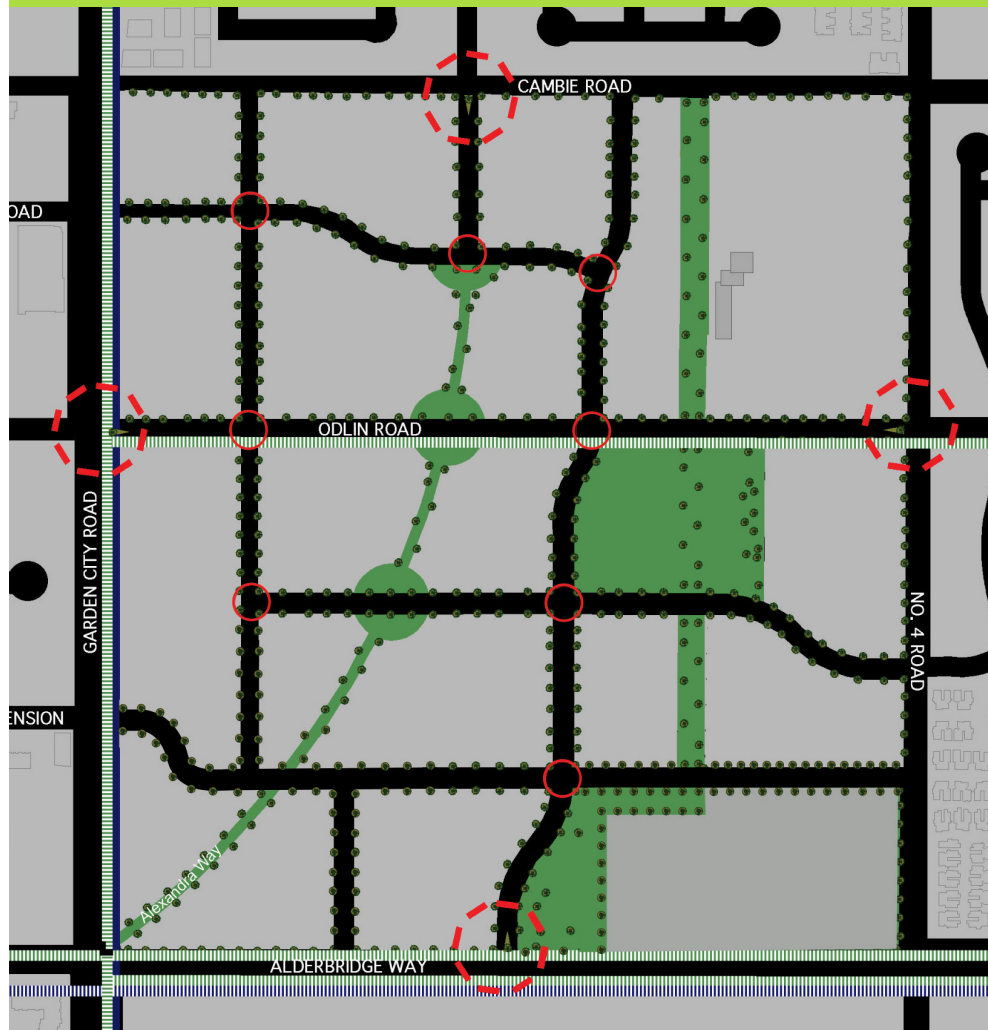
Richmond is building a sustainable City through innovative infrastructure initiatives. The Alexandra District Energy Utility (ADEU) provides geothermal energy to heat and cool homes in the neighbourhood. The ADEU building is located in the Alexandra neighbourhood park, with geothermal wells within the Alexandra Greenway to the north. The ADEU building features the public artwork *Current* by artist Andrea Sirois on its exterior facades, to tell the story about the integration of sustainable infrastructure systems in the development of residential neighbourhoods.

Connecting History

Art that references the farming and agriculture heritage and local history of the area connects new residents with the area's past. History includes telling the story of the land, from geologic times to the present, as well as the story of human settlement and cultures that have inhabited the neighbourhood. Public art will assist this new community in creating memorable places, by linking the past to the present.



Alexandra Neighbourhood Open Space System Map



- Open Space System
- Proposed Trails & Greenways
- Existing Cycle Routes
- Proposed Cycle Routes
- Traffic Calming
- Gateway Intersection



OPPORTUNITIES

Achieving a Connected Community

The following opportunities identify the potential for a variety of different scaled works, which can serve as landmarks, place-makers, or integrated site elements. In new developments, it is sometimes challenging for new residents to establish social ties to the existing community. The public art plan aims to promote artworks that establish frameworks and platforms for residents to engage and develop social relationships within the area.

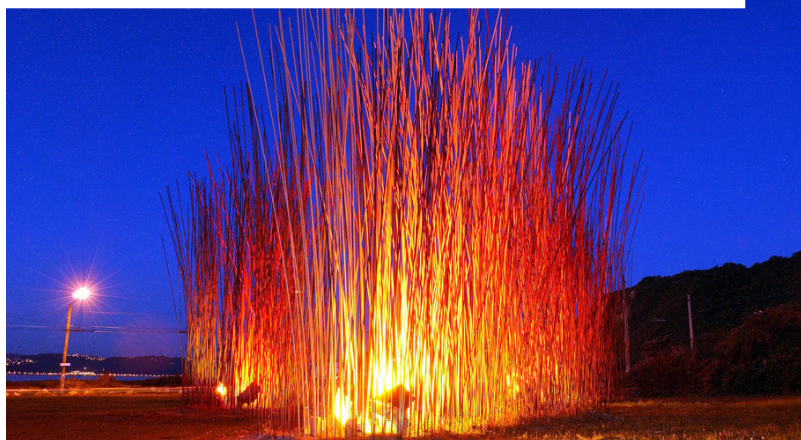
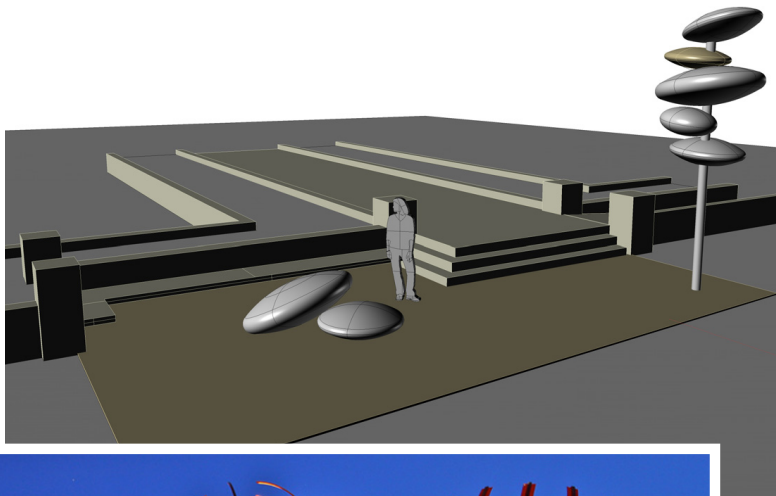
While it is typical for public art to be integrated with a specific building project, owned and maintained by the building owners, the network of public open space in Alexandra affords an opportunity to situate public art throughout the public realm. Flexibility should be exercised to support the integration of public art with a new development where it supports the overall vision for engaging the whole community.

All of the public art may not be permanent. There may be opportunities for temporary and ephemeral works or annual festivals of sculpture and installations by interdisciplinary installations.

Alexandra Neighbourhood Park and Greenway

The Alexandra Greenway and new six-acre Alexandra Neighbourhood Park span across the neighbourhood and connect the established residential neighbourhood north of Cambie Road to the Garden City Lands south of Alderbridge Way. The Garden City Lands, a natural and semi-natural area with important environmental values, is envisioned as an exceptional legacy open space for residents and visitors.

With traces of Alexandra's agricultural past and habitat supporting numerous species of birds and other wildlife, there are abundant opportunities for artworks to connect with the ecology and history of the area. Artwork in the park and greenway has the opportunity to assist in promoting and communicating the initiatives underway for renewable and sustainable energy systems for the community, which include the Alexandra District Energy Utility, based in the park.



There is an opportunity to expand and integrate the geothermal wells under the eastern portion of the park without affecting the community use of it.

The scale and type of artworks that are to be considered for the park and greenway include earthworks and environmental art; large scaled place-making works; and smaller works to be discovered along the greenway and in quiet corners of the park. Temporary works, artists-in-residencies, and annual sculptural exhibitions may also be considered. Selection of artworks and planning for community based projects will begin concurrently with the planning and construction of the park and greenway.

Budget Estimate: \$10,000 per small project to \$200,000 for large works.

Alexandra Way

A pedestrian and cyclist path with resting nodes has been identified in the Alexandra Neighbourhood Land Use Map. Alexandra Way links the residential areas to new commercial zones in the south west corner, at Alderbridge Way and Garden City Road. There is an opportunity for public art to promote a safe and friendly environment to bike and walk between local destinations and to lessen vehicular traffic in the area. Permanent artworks may be of a wide range in size. Resting points and street crossings provide opportunities to incorporate artwork. Art trails incorporated along the pedestrian and cycle paths will be promoted through walking and bicycle tour maps. Development of artwork projects will be implemented over time to coincide with the pace of construction of new roads and public rights-of-way.

Budget Estimate: \$10,000 per small project to \$100,000 for large works.

Alexandra Road High Street

The mixed-use commercial precinct located in the south west portion of the Alexandra Neighbourhood includes a grade-oriented retail street, commonly known as a “High Street”, catering to the day-to-day needs of area residents and workers. The High Street along Alexandra Road is the symbolic heart of the Alexandra neighbourhood, providing a variety of public amenities and places for

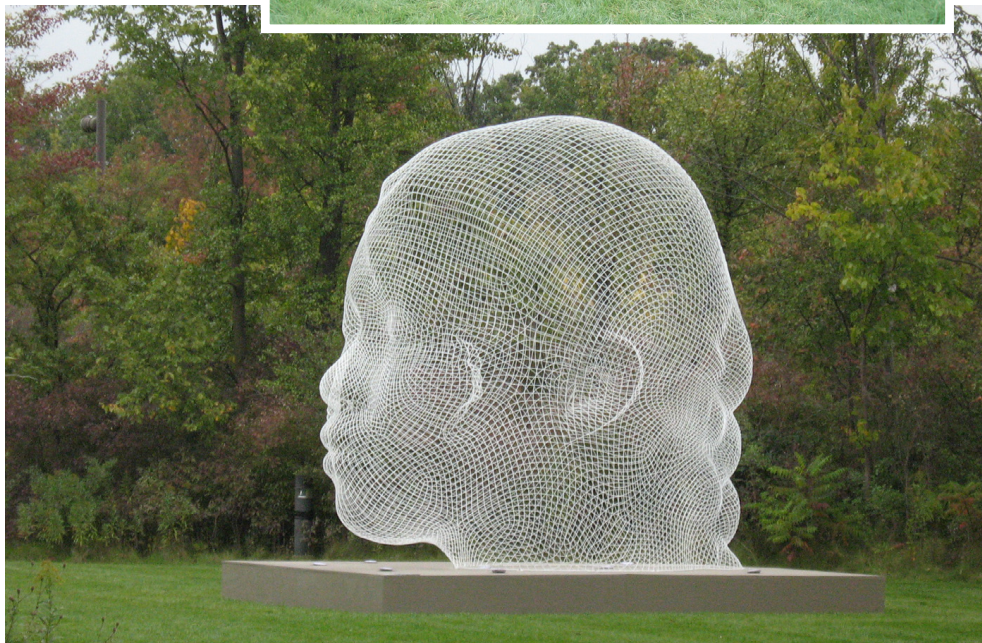
people to shop, work and socialize. The High Street is an excellent opportunity to integrate public art with the design of the urban infrastructure, including:

- **Street Furniture:** Incorporate art in the design of benches, bike racks, lighting, trash receptacles, and tree grates strategically placed to provide points of interest at resting nodes.
- **Utility Box Wraps and Manhole Covers:** Integrate art in City utility boxes and manhole covers.
- **Signage/Wayfinding:** Integrate public art markers and landmarks in a creative way to tell the story of place and engage the community.
- **Crossings/School traffic/Pedestrian/Cycle Paths:** Incorporate art into ground surfacing materials and lighting at key intersections and crosswalks.

Implementation of the High Street artwork projects is subject to the development of the commercial precinct. Planning for the artworks will be coordinated with the design of the public realm.

Budget Estimate: \$5,000 per small project to \$50,000 for large works.





IMPLEMENTATION

Development of the Alexandra Neighbourhood has been the result of a coordinated effort in community building by the private development industry, the City and its stakeholders. Cooperation was needed in the planning and implementation of infrastructure to serve the community, including construction of roads, utilities and parks. Contributions for public art have also been included with new development in the area, in accordance with the Public Art Program Policy.

Funding Mechanisms

Public art funding is obtained from voluntary public art contributions through the development application process. A portion of the public art contributions have supported public art projects integrated with specific developments in the area. The majority of the funds contributed, however, have been held in the City's Public Art Reserve for artworks to be integrated with the Alexandra neighbourhood public realm, including the park, greenways, bikeways and streets, as identified in this Plan.

Integrated Approaches

Introducing artists during the early stages of implementation and strategic planning phases of public realm projects have the potential to be cost effective and provide meaningful and lasting outcomes. As each infrastructure or public realm project is identified, an interdepartmental staff team will work with the Public Art Program and the Public Art Advisory Committee to oversee the artwork selection process from artist call to fabrication and installation.

CONCLUSION

Public art animates the built and natural environment with meaning, contributing to a vibrant city in which to live, work and visit. The Alexandra Neighbourhood Public Art Plan provides a guide for integrating public art throughout the fabric of this new community and achieving the goal of creating a *Complete and Balanced Community*.

CONTACTS

Visit our website

richmond.ca/publicart

More information

Richmond Public Art Program

Arts, Culture and Heritage Services

publicart@richmond.ca

Tel: 604-247-4612



PHOTO CREDITS

- Cover** *Left* Dan Corson, *Sonic Bloom*, Pacific Science Centre, Seattle, WA, 2012, photo: Dan Corson
- Cover** *Middle* Douglas Taylor, *Bird Listening Station*, Seattle Centre, Seattle, WA, 2008, photo: Douglas Taylor
- Cover** *Right* Charles Jencks, *Cells of Life*, Jupiter Artland, Kirknewton, UK, 2009, photo: Charles Jencks
- P. iii Nicole Dextras, *Culture*, Van Dusen Botanical Gardens, Vancouver, 2012, photo: City of Richmond
- P. 1 Andrea Sirois, *Current*, Alexandra District Energy Utility, photo: Andrea Sirois
- P. 2 Erick James, Remy and Alexandra Gate Mixed Use Development, *Rookery & Roost*, Oris Development, illustration: Erick James
- P. 4 *Top* Dale Chihuly, *Installation*, Paris, 2007, photo: City of Richmond
- P. 4 *Bottom* Konstantin Dimopoulos, *Alara*, Frederik Meijer Gardens, Grand Rapids, MI, 2011, photo: City of Richmond
- P. 6 *Top* Charles Jencks, *Cells of Life*, Jupiter Artland, Kirknewton, UK, 2009, photo: Charles Jencks
- P. 6 *Middle* May Lin, *Ecliptic at Rosa Parks Circle*, Grand Rapids, MI, 2001, photo: City of Richmond
- P. 6 *Bottom* Roxy Payne, *Three Sculptures*, Madison Square Park, New York, 2007, photo: City of Richmond
- P. 8 *Top* Ruth Beer and Charlotte Wall, *Picnic*, 2014, Omega Residential Development, Concord Pacific, Beer and Wall
- P. 8 *Middle* Dan Corson, *Sonic Bloom*, Pacific Science Centre, Seattle, WA, 2012, photo: Dan Corson
- P. 8 *Bottom* Konstantin Dimopoulos, *Pacific Grass*, Wellington, NZ, 2001, photo: Konstantin Dimopoulos
- P. 10 *Left* Douglas Taylor, *Bird Listening Station*, Seattle Centre, Seattle, WA, 2008, photo: Douglas Taylor
- P. 10 *Right* Claes Oldenburg and Coosje van Bruggen, *Plantoir*, Frederik Meijer Gardens, Grand Rapids, MI, 2001, photo: City of Richmond
- P. 11 *Top* Alexander Calder, *Aria*, Frederik Meijer Gardens, Grand Rapids, MI, 1983, photo: City of Richmond
- P. 11 *Middle* Green Chair, Gardening in Paris, Hotel de Ville, Paris, FR, 2007, photo: City of Richmond
- P. 11 *Bottom* Jaume Plensa, *Sho*, Frederik Meijer Gardens, Grand Rapids, MI, 2007, photo: City of Richmond
- P. 14 *Top Left* Andy Goldworthy, *Grand Rapids Arch*, Frederik Meijer Gardens, Grand Rapids, MI, 2005, photo: City of Richmond
- P. 14 *Top Right* Jeff Koons, *Puppy*, Guggenheim Museum, Bilbao, Spain, 1992, photo: City of Richmond
- P. 14 *Bottom* Watering Can, Gardening in Paris, Hotel de Ville, Paris, FR, 2007, photo: City of Richmond

City of Richmond

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www.richmond.ca

Municipal Leaders Launch New Campaign to Fix Canada's Housing Crunch (28/10/2013)

OTTAWA - The Federation of Canadian Municipalities (FCM) announced today that it is launching a campaign that calls on the federal government and all political parties to work with provincial, territorial and municipal leaders, as well as the private sector, to develop a credible long-term housing plan. This comes as new polling numbers were released that show one third of families are struggling to pay for the growing costs of housing.

"Our cities and communities need a stable and secure housing market that creates jobs, attracts new workers, meets the needs of seniors and young families, and keeps our most vulnerable citizens off the streets," said Gregor Robertson, Mayor of Vancouver and Chair of the Big City Mayors Caucus, who launched the campaign on Monday.

FCM members will be taking the campaign, entitled "Fixing Canada's Housing Crunch", to decision makers in Ottawa in the coming months in advance of the 2014 budget. The first step in the process is that communities in every region will be passing a resolution calling for the federal government to take action. Joining Mayor Robertson at the campaign launch were Luc Montreuil, City Councillor for Gatineau, and Ana Bailão, Toronto City Councillor and Toronto's housing campaign lead. Toronto will be the first in the country to put forward the resolution.

The high cost of housing in Canada is the most urgent financial issue facing Canadians today. According to Statistics Canada and the Bank of Canada, rising housing costs have pushed Canadians' personal debts to record levels and are putting Canada's national economy at risk with Canadians carrying more than \$1.1 trillion worth of mortgage debt.

A growing number of Canadians are being priced out of the housing market, putting pressure on a crowded rental market and crumbling affordable housing units, and forcing the most vulnerable citizens onto the streets. Compounding these problems is the coming expiry of \$1.7 billion annually in federal affordable housing dollars with the greatest drop in funding, \$500 million a year, ending between 2014 and 2019. This will put 200,000 units at risk and could lead to a crisis unless all orders of government take action.

"We believe the government's commitment in Budget 2013 to evidence-based solutions such as the Housing First approach for homelessness is a promising start, but they need to back it up with real results and expand that action to other areas of our affordable housing problem. Canada's housing challenges are too big and too complex for any single order of government to solve on its own," added Mayor Robertson.

As part of the campaign, FCM is launching an interactive website at www.fcm.ca/housingcrunch. The site also provides the results to the new housing survey, tools and information that illustrate why Canadians continue to struggle to pay for the costs of shelter.

Page Updated: 28/10/2013

Federation of Canadian Municipalities

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Ottawa, Ontario

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T. 613-241-5221

F. 613-241-7440

Email: info@fcm.ca

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SAMPLE MODEL HOUSING RESOLUTION FOR SUPPORT FROM COUNCIL

Please customize as appropriate, particularly by providing examples of high-priority housing projects that require continued federal support.

RESOLUTION

Development of a New Long-Term Federal Plan to Fix Canada's Housing Crunch

WHEREAS, a stable and secure housing system that creates and maintains jobs and allows for a range of living options is essential to attracting new workers, meeting the needs of young families and supporting seniors and our most vulnerable citizens; and,

WHEREAS the high cost of housing is the most urgent financial issue facing Canadians with one in four people paying more than they can afford for housing, and mortgage debt held by Canadians now standing at just over \$1.1 trillion; and,

WHEREAS housing costs and, as the Bank of Canada notes, household debt, are undermining Canadians' personal financial security, while putting our national economy at risk; and,

WHEREAS those who cannot afford to purchase a home rely on the short supply of rental units, which is driving up rental costs and making it hard to house workers in regions experiencing strong economic activity; and,

WHEREAS an inadequate supply of subsidized housing for those in need is pushing some of the most vulnerable Canadians on to the street, while \$1.7 billion annually in federal investments in social housing have begun to expire; and,

WHEREAS coordinated action is required to prevent housing issues from being offloaded onto local governments and align the steps local governments have already taken with regard to federal/provincial/territorial programs and policies; and,

WHEREAS, the Federation of Canadian Municipalities (FCM) has launched a housing campaign, "Fixing Canada's Housing Crunch," calling on the federal government to increase housing options for Canadians and to work with all orders of government to develop a long-term plan for Canada's housing future; and,

WHEREAS FCM has asked its member municipalities to pass a council resolution supporting the campaign;

AND WHEREAS, our community has continuing housing needs, such as the XX and the XX, that can only be met through the kind of long-term planning and investment made possible by federal leadership;

THEREFORE BE IT RESOLVED that council endorses the FCM housing campaign and urges the minister of employment and social development to develop a long-term plan for housing that puts core investments on solid ground, increases predictability, protects Canadians from the planned expiry of \$1.7 billion in social housing agreements and ensures a healthy stock of affordable rental housing for Canadians.

BE IT FURTHER RESOLVED that a copy of this resolution be sent to the minister noted above, to the (provincial/territorial) minister of municipal affairs, to (Name of local MP), to the Federation of Canadian Municipalities and to the (Name provincial/Territorial association).



City of Richmond

Report to Committee Planning and Development Department

To: Planning Committee
From: Wayne Craig
Director of Development
Re: Appointment of Approving Officer

Date: October 18, 2013



File: 0172-02

Staff Recommendations

- 1) That the appointment of Brian Jackson as Approving Officer for the City, as per Item 7 of Resolution R08/15-4, adopted by Council on September 8, 2008, be rescinded; and
- 2) That Barry Konkin, Program Coordinator – Development, be appointed as Approving Officer in the absence of both Wayne Craig, Director of Development and Reg Adams, Approving Officer/Supervisor, Urban Development.


Wayne Craig
Director of Development

BK:kt

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY DIRECTORS	INITIALS: DW
APPROVED BY CAO 	

Staff Report

Origin

The current appointments to the position of Approving Officers are: Joe Erceg, General Manager, Planning and Development, Wayne Craig, Director of Development, and, in his absence, Reg Adams, Approving Officer / Supervisor, Urban Development. There is a need to add to these appointments given staffing changes in the Planning and Development Department.

Analysis

The position of the Approving Officer is best handled by management staff involved in the day-to-day activities of the Development Applications Division. Typically, the Director of Development is named as the Official Approving Officer, with the Program Coordinator – Development and the Approving Officer / Supervisor, Urban Development as the back-ups. In addition, it is customary for the General Manager of Planning and Development to also be a back-up. Thus, the Approving Officer would formally be Wayne Craig, with the day-to-day approvals handled by Reg Adams, with back-up by Joe Erceg and Barry Konkin.

As Brian Jackson resigned from his position as Director of Development and Approving Officer with the City of Richmond, his appointment as Approving Officer for the City – as per Item 7 of Resolution R08/15-4, adopted by Council on September 8, 2008 – should be rescinded, in order to clarify current Approving Officer appointments.

Barry Konkin has assumed the position of Program Coordinator – Development; vacated by Wayne Craig's appointment as the Director of Development. This position is currently responsible for the day-to-day activities involved with the processing and approval of subdivisions and is acquainted with the City's bylaws, policies and procedures.

Financial Impact

None.

Conclusion

One (1) new appointment to the position of Approving Officer is required to ensure that adequate service is available to the City's clients.



Wayne Craig
Director of Development

BK:kt



City of Richmond

Report to Committee Planning and Development Department

To: Planning Committee
From: Wayne Craig
Director of Development

Date: October 24, 2013

File: RZ 13-641189

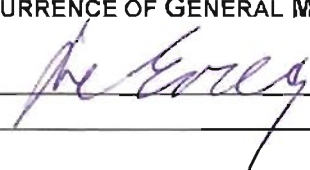
Re: Application by Khalid Hasan for Rezoning at 3800 and 3820 Blundell Road from Two-Unit Dwellings (RD1) to Single Detached (RS2/B)

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9069, for the rezoning of 3800 and 3820 Blundell Road from "Two-Unit Dwellings (RD1)" to "Single Detached (RS2/B)", 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

Origin

Khalid Hasan has applied to the City of Richmond for permission to rezone the property at 3800/3820 Blundell Road from “Two-Unit Dwellings (RD1)” to “Single Detached (RS2/B)”, to permit the property to be subdivided to create two (2) lots, each with vehicle access from Blundell Road (see **Attachments 1 and 2**). There is currently an existing strata-titled duplex on the subject site, which is proposed to be demolished.

Findings of Fact

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

Surrounding Development

The subject site is located on the south side of Blundell Road, between No. 1 Road and Dalemore Road, in an established residential neighbourhood consisting mainly of single detached housing and duplexes, with other land uses to the north and east, as described below:

To the north, directly across Blundell Road, is an older strata-titled multi-family development under Land Use Contract 024;

To the east and west, on either side of the subject site, are older duplexes on lots zoned “Single Detached (RS1/E)” and “Two-Unit Dwellings (RD1)”, respectively; and

To the south, directly behind the subject site, are newer dwellings on lots zoned “Single Detached (RS1/E)” fronting Bairdmore Crescent.

Related Policies & Studies

2041 Official Community Plan (OCP) Designation

There is no Area Plan for this neighbourhood. The 2041 OCP Land Use Map designation for the subject site is “Neighbourhood Residential”. This redevelopment proposal is consistent with this designation.

Lot Size Policy 5474

The subject property is located within the area covered by Lot Size Policy 5474, adopted by City Council in 2008 (**Attachment 4**). The Lot Size Policy permits existing duplexes to rezone and subdivide into two (2) equal lots. This redevelopment proposal is consistent with Lot Size Policy 5474, and would result in a subdivision to create two (2) lots, each approximately 12 m wide and 446 m² in area.

Affordable Housing Strategy

Richmond's Affordable Housing Strategy requires a secondary suite within a dwelling on 50% of new lots created through rezoning and subdivision, or a cash-in-lieu contribution of \$1.00/ft² of total building area towards the City's Affordable Housing Reserve Fund for single-family rezoning applications.

The applicant proposes to provide a voluntary contribution to the Affordable Housing Reserve Fund based on \$1.00/ft² of total building area of the single-family developments (i.e. \$5,280) in-lieu of providing a secondary suite on 50% of the new lots.

Should the applicant change their mind prior to rezoning adoption about the affordable housing option selected, the City will accept a proposal to build a secondary suite within a dwelling on one (1) of the two (2) lots proposed at the subject site. To ensure that a secondary suite is built in accordance with the Affordable Housing Strategy, the applicant is required to enter into a legal agreement registered on title prior to rezoning, stating that no final Building Permit inspection will be granted until a secondary suite is constructed to the satisfaction of the City, in accordance with the BC Building Code and the City's Zoning Bylaw.

Public Input

There have been no concerns expressed by the public about the development proposal in response to the placement of the rezoning sign on the property.

Staff Comments

Background

The general area of this development application, on the south side of Blundell Road and west of No. 1 Road, has seen limited redevelopment through rezoning and subdivision in recent years. Two (2) rezoning and subdivision applications were completed to the west of the subject site in 2011 and 2012, at 3648/3668 Blundell Road and 3680/3688 Blundell Road, respectively. There is potential for other properties with duplexes along the south side of this block of Blundell Road to rezone and subdivide consistent with Lot Size Policy 5474.

Trees & Landscaping

A Certified Arborist's Report was submitted by the applicant, which identifies tree species, assesses the condition of trees, and provides recommendations on tree retention and removal relative to the development proposal. The Report identifies and assesses two (2) bylaw-sized trees on the subject site (Trees # 255 and 256), and eight (8) off-site trees on neighbouring lots (Trees A, B, C, D, E, F, G, H). The Tree Retention Plan is shown in **Attachment 5**.

The report recommends:

- Retention of the Blue Spruce on the subject site (Tree # 256), due to its good condition and location within the front yard;

- Removal of the European Birch from the subject site (Tree # 255) due to its poor condition. The tree has been repeatedly topped, has significant dieback in the crown, and it is possible that the tree is infested with Bronze Borer;
- Removal of off-site Trees A, B, D, E, F, G, H from neighbouring lots due to their marginal and unsuitable condition for retention (e.g. dieback in crown, historical pruning and topping, and branch failure). The applicant has decided to protect the off-site trees. Tree protection fencing must be installed on-site around the driplines of the off-site trees, root pruning is required, and perimeter drainage, excavation and fill placement must be diverted to outside of tree protection zones;
- Retention of off-site Tree C on the neighbouring lot, which is located far enough away from the subject site such that no impacts are expected. No protection measures are required for Tree C.

The City's Tree Preservation Official has reviewed the Arborist's Report, conducted a Visual Tree Assessment, and concurs with the Arborist's recommendations based on the condition and location of the trees.

Tree protection fencing must be installed to City standard around the Blue Spruce (Tree # 256) prior to demolition of the existing dwelling on-site and must remain in place until construction and landscaping on the proposed lots is completed. The existing driveway crossing to the east of the tree is to be maintained in its current location for the proposed east lot to facilitate protection of this tree. If removal and resurfacing of the driveway on the east lot is proposed, then it must be undertaken with on-site direction of a Certified Arborist.

Tree protection fencing must be installed on-site around the driplines of Trees A, B, D, E, F, G, H to City standard in accordance with the City's Tree Protection Information Bulletin Tree-03. Tree protection fencing must be installed prior to demolition of the existing dwelling on-site and must remain in place until construction and landscaping on the proposed lots is completed.

Prior to rezoning bylaw adoption, the applicant must:

- Submit a contract with a Certified Arborist for supervision of any works to be conducted within the tree protection zone of on-site Tree # 256 and the tree protection zone of off-site trees that encroach into the subject site (Trees #A, B, D, E, F, G, H). The contract must include the proposed number of monitoring inspections (including stages of development), and a provision for the Arborist to submit a post-construction impact assessment report to the City for review. The Contract must include a provision for the supervision of root pruning for off-site trees, and installation of perimeter drainage, excavation and fill placement outside of the tree protection zones.
- Submit a survival security to the City in the amount of \$1,000 (to reflect the 2:1 replacement ratio at \$500/tree) to ensure that the Blue Spruce in the front yard will be protected (Tree # 256). Following completion of construction and landscaping on the subject site, a landscaping inspection will be conducted to verify tree survival and 50% of the security will be released. The remaining 50% of the security will be released one year after the initial landscaping inspection if the tree has survived.

Based on the 2:1 tree replacement ratio goal in the 2031 Official Community Plan (OCP), a total of two (2) replacement trees are required to be planted and maintained on the proposed lots. Consistent with this policy, the applicant will provide two (2) replacement trees on the proposed lots.

The applicant also proposes to provide one (1) additional tree on the proposed lots, consistent with "Council Policy 5032 – Tree Planting", which encourages two (2) trees per lot.

Consistent with the City's Tree Protection Bylaw, the sizes of trees proposed to be planted on the proposed lots are as follows:

# Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
2 Replacement Trees	8 cm		4 m
1 Additional Tree	6 cm		3.5 m

Prior to rezoning bylaw adoption, the applicant is required to 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, paving, and installation costs).

Existing Covenants

There are existing covenants registered on Title of the strata lots, which restrict the use of the property to a duplex (i.e., BE49183, BE49184), which must be discharged from Title by the applicant prior to rezoning bylaw adoption.

Flood Management

Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw. The minimum flood construction level is at least 0.3 m above the highest elevation of the crown of the fronting road.

Site Servicing & Vehicle Access

There are no servicing concerns with rezoning.

Vehicle access to the proposed lots will be via two (2) driveway crossings to Blundell Road. The existing driveway crossing to the east of the Blue Spruce tree in the front yard (Tree # 256) is to be maintained in its current location for the proposed east lot to facilitate protection of this tree. If removal and resurfacing of the driveway on the east lot is proposed, then it must be undertaken with on-site direction of a Certified Arborist.

Subdivision

At subdivision stage, the developer will be required to pay servicing costs.

Analysis

The subject site is located in an established residential area consisting mainly of single detached housing and duplexes.

This development proposal is consistent with Lot Size Policy 5474, which allows existing duplexes to rezone and subdivide into two (2) equal lots. This development proposal will enable a subdivision to create two (2) lots, each approximately 12 m wide and 446 m² in area.

There is potential for other lots containing duplexes along this block of Blundell Road to rezone and subdivide consistent with the Lot Size Policy.

Financial Impact

None.

Conclusion

This rezoning application to permit subdivision of an existing large duplex-zoned lot into two (2) smaller lots complies with Lot Size Policy 5474 and applicable policies and land use designations contained with the OCP.

The list of rezoning considerations is included in **Attachment 6**, which has been agreed to by the applicant (signed concurrence on file).

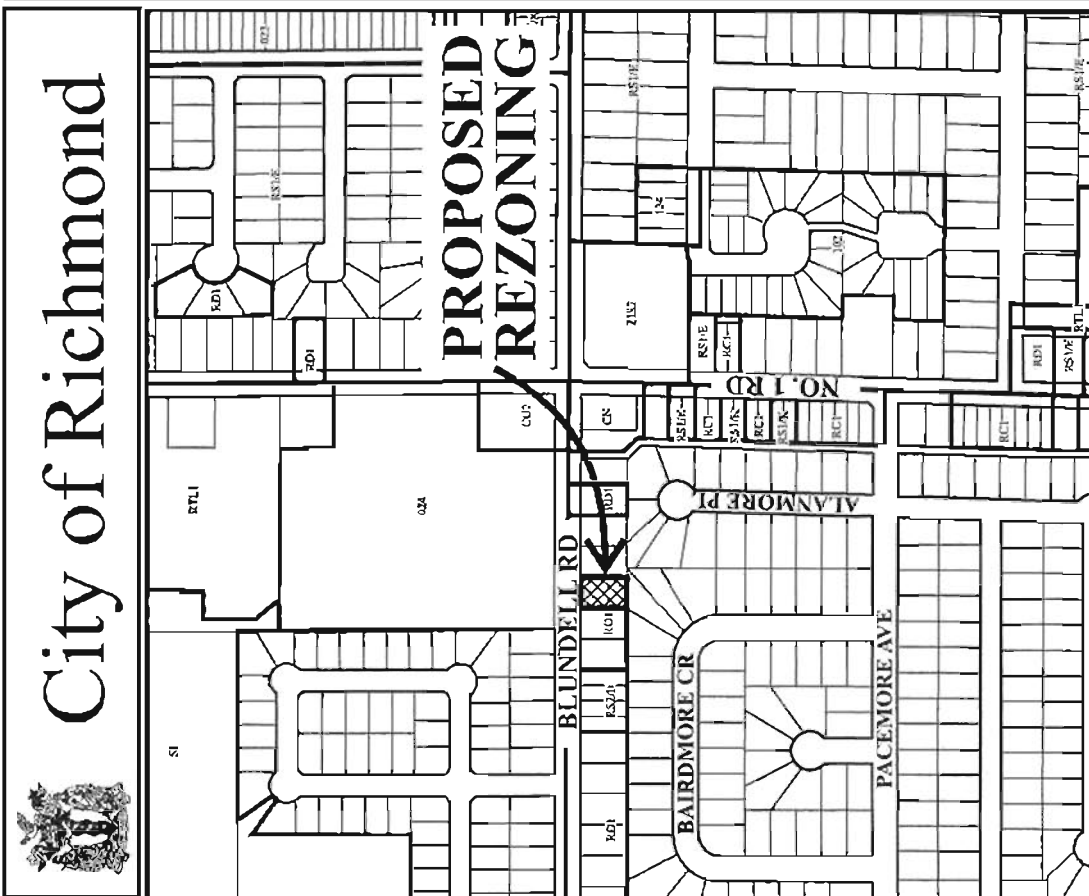
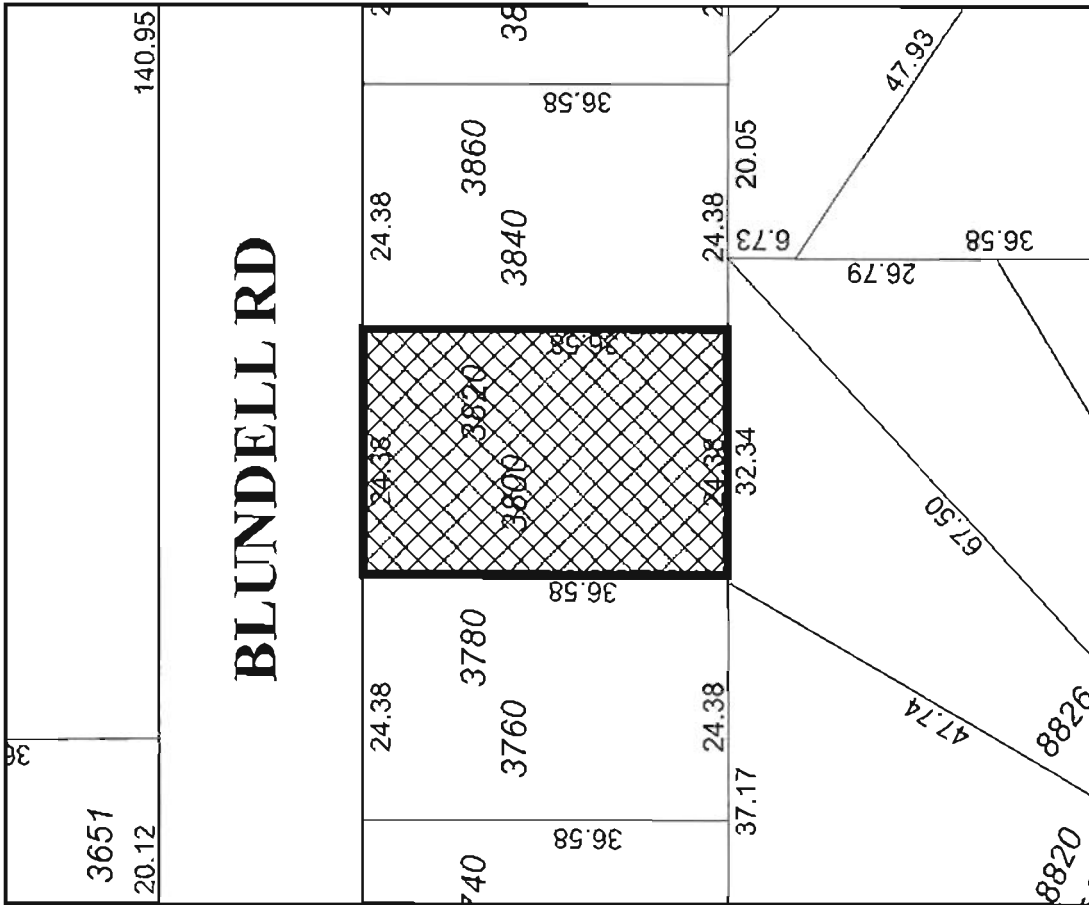
On this basis, staff recommends support for the application. It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9069 be introduced and given first reading.



Cynthia Lussier
Planning Technician

CL:blg

- Attachment 1: Location Map/Aerial Photo
- Attachment 2: Proposed subdivision plan
- Attachment 3: Development Application Data Sheet
- Attachment 4: Lot Size Policy 5474
- Attachment 5: Tree Retention Plan
- Attachment 6: Rezoning Considerations





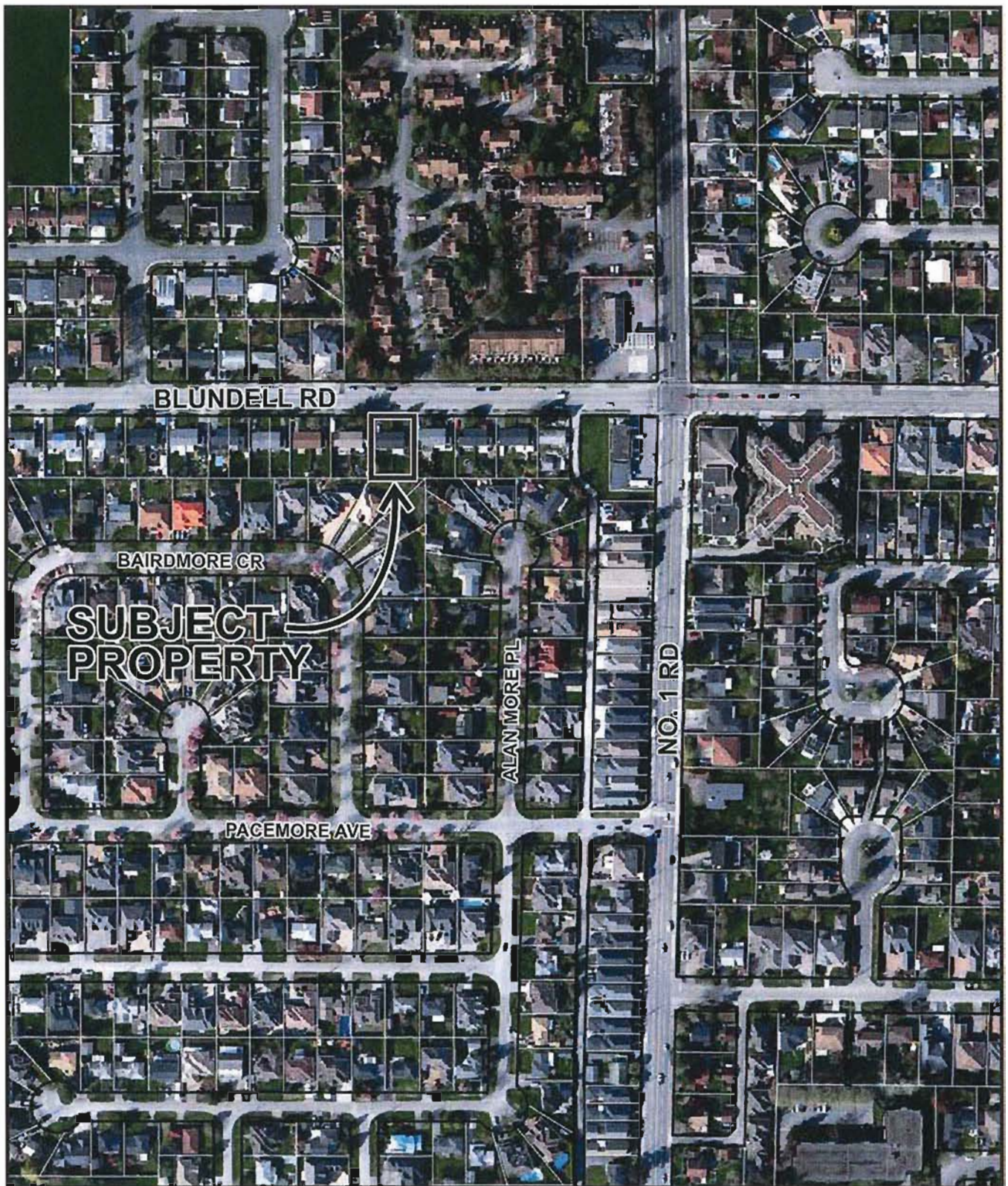
City of Richmond

RZ 13-641189



**PROPOSED
REZONING**

Original Date: 07/23/13
Revision Date:
Note: Dimensions are in METRES



RZ 13-641189

Original Date: 07/23/13

Amended Date:

Note: Dimensions are in METRES

**TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION OF STRATA LOT 1
SECTION 22 BLOCK 4 NORTH RANGE 7 WEST NEW WESTMINSTER DISTRICT
STRATA PLAN NW123 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY
IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS
SHOWN ON FORM 1**

ATTACHMENT 2

#3800 BLUNDELL ROAD,
RICHMOND, B.C.
P.I.D 001-124-277

SCALE: 1:200

0 5 10 15
ALL DISTANCES ARE IN METRES AND DECIMALS
THEREOF UNLESS OTHERWISE INDICATED

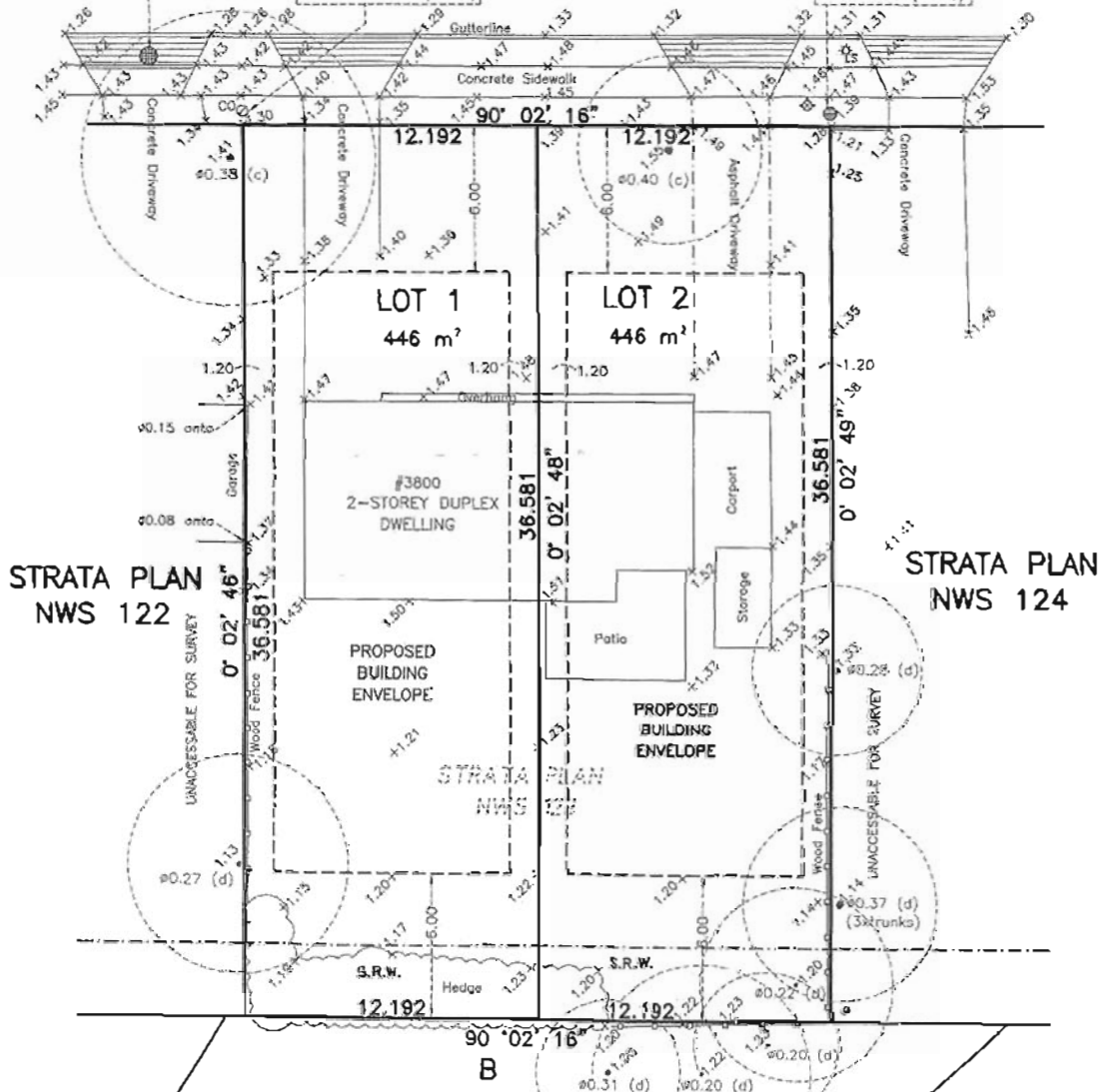


BLUNDELL ROAD

MH:
N.RIM: 1.34
E.INV: -0.26 (#0.15 Conc.)
SE.INV: -0.22 (#0.15 Conc.)
W.INV: -0.24 (#0.20 Conc.)

CO
N.RIM: 1.52
N.INV: -0.14 (#0.15)
SE.INV: -0.135 (#0.10)
SW.INV: -0.133 (#0.10)

RCB: 1.39
S.INV: 0.36 (#0.10)
N.INV: 0.30 (#0.15)



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J. C. Tam and Associates
Canada and B.C. Land Surveyor
115 - 8833 Odlin Crescent
Richmond, B.C. V6X 3Z7
Telephone: 214-8928
Fax: 214-8929
E-mail: office@jctam.com
Website: www.jctam.com
Job No. 5211
FB-236 P6-7
Drawn By: TH

LEGEND:

- (c) denotes coniferous
- (d) denotes deciduous
- denotes power pole
- denotes round catch basin
- ⊙ denotes manhole
- ⊕ denotes fire hydrant
- CO denotes cleanout
- LS denotes lamp standard

NOTE:

Elevations shown are based on City
of Richmond HPN Benchmark network.
Benchmark: HPN #234,
Control Monument 77H4891
Located at CL Gibbons Dr & Gamble
Dr. E side of grass median
Elevation = 1.125 metres

CERTIFIED CORRECT:

LOT DIMENSION ACCORDING TO
FIELD SURVEY

[Signature]
JOHNSON C. TAM, B.C.L.S.

CNCL - 172

JUNE 25th, 2013

DWG No. 5211-TOP0

NTS



RZ 13-641189

Attachment 3

Address: 3800 and 3820 Blundell Road

Applicant: Khalid Hasan

Planning Area(s): Seafair

	Existing	Proposed
Owner:	3800 Blundell Rd: Baldev Singh Purewal 3820 Blundell Rd: Parminder Singh Phangura	To be determined
Site Size (m ²):	892 m ² (9,601 ft ²)	Two (2) lots, each approximately 446 m ² (4,800 ft ²)
Land Uses:	Single detached dwelling	Two (2) single detached dwellings
OCP Designation:	Neighbourhood Residential (NRES)	No change
Lot Size Policy Designation:	Lot Size Policy 5474 permits rezoning and subdivision of lots containing duplexes into two (2) equal lots.	No change
Zoning:	Two-Unit Dwellings (RD1)	Single Detached (RS2/B)

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.55	Max. 0.55	none permitted
Lot Coverage – Building:	Max. 45%	Max. 45%	none
Lot Size (min. dimensions):	360 m ²	446 m ²	none
Setback – Front & Rear Yards (m):	Min. 6 m	Min. 6 m	none
Setback – Side Yard (m):	Min. 1.2 m	Min. 1.2 m	none
Height (m):	2 ½ storeys	2 ½ storeys	none

Other: Tree replacement compensation required for loss of bylaw-sized trees.

**Policy 5474:**

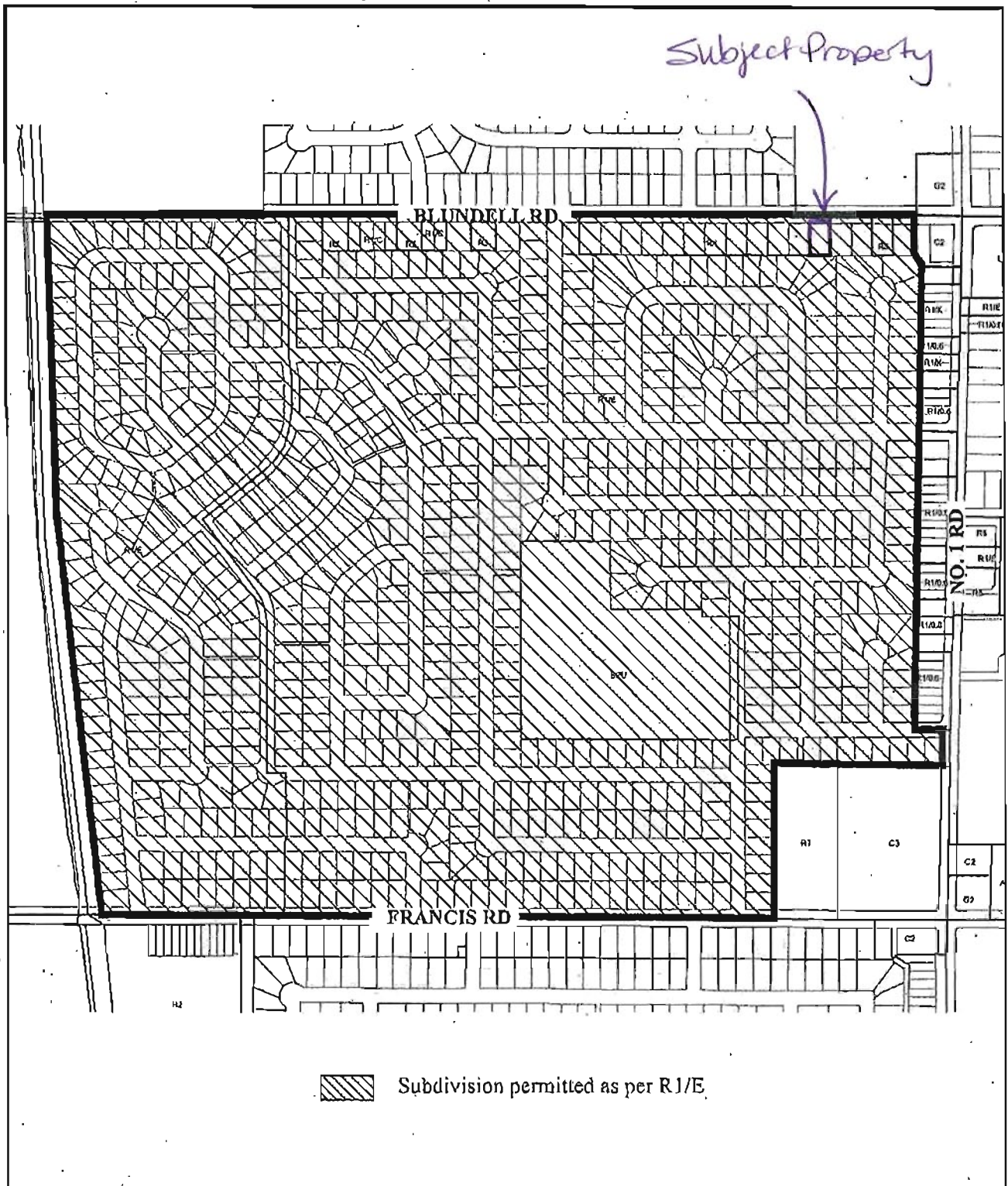
The following policy establishes lot sizes in Sections 21-4-7 & 22-4-7, in the area generally bounded by Blundell Road, No. 1 Road, Francis Road, and West Dyke Trail as shown on the attached map:

1. That properties within the area generally bounded by Blundell Road, No. 1 Road, Francis Road, and West Dyke Trail in Section 21-4-7 & 22-4-7, as shown on the attached map, be permitted to subdivide in accordance with the provisions of Single-Family Housing District, Subdivision Area E (R1/E) in Zoning and Development Bylaw No. 5300 with the following exceptions:

That lots with existing duplexes be permitted to rezone and subdivide into two (2) equal halves lots;

and that this policy be used to determine the disposition of future single-family rezoning applications in this area, for a period of not less than five years, unless amended according to Zoning and Development Bylaw No. 5300.

2. Multiple-family residential development shall not be permitted.



Policy 5474 21-4-7 & 22-4-7

Original Date: 02/29/08

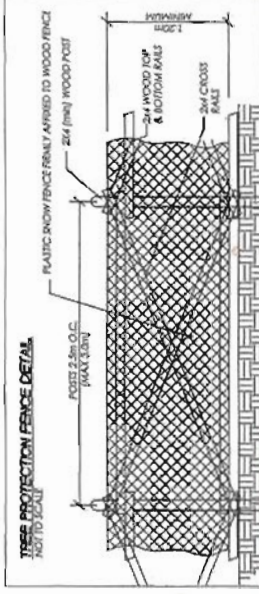
Amended Date: 05/20/08

Note: Dimensions are in METRES

NTS

to be retained

removed



<p>PLAN NOTES:</p> <p>1. THIS PLAN IS BASED ON A TOPOGRAPHIC AND TREE LOCATION SURVEY PROVIDED BY THE OWNERS, REGISTERED BRITISH COLUMBIA LAND SURVEYOR (BCLD) AND LANDCUT DRAWINGS PROVIDED BY THE OWNERS' ENGINEER (P. BEN COOPER). THIS PLAN IS PROVIDED FOR CLIENT ONLY, AND IS NOT GUARANTEED 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.</p> <p>2.</p>		<p>actgroup.ca</p> <p>ARBORTECH CONSULTING ♦ division of:</p> <p>GREATER VANCOUVER OFFICE 1000 WEST 4TH AVENUE, SUITE 100 RICHMOND, BC CANADA V7B 2E3 TEL: 604.275.3464 FAX: 604.275.3465 WWW.ARBORTECHCONSULTING.COM</p> <p>ARBORTECH CONSULTING</p> <p>1000 WEST 4TH AVENUE, SUITE 100 RICHMOND, BC CANADA V7B 2E3 TEL: 604.275.3464 FAX: 604.275.3465 WWW.ARBORTECHCONSULTING.COM</p>		<p>tree management drawing</p> <p>PROJECT: PROPOSED 2ND LOT SUBDIVISION</p> <p>ADDRESS: 3800 & 3920 BLUNDELL RD. RICHMOND</p> <p>CLIENT: BALDEV PUREWAL</p> <p>ACLI FILE: 13202</p> <p>SHEET: 1 OF 1</p>	
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Rezoning Considerations

Development Applications Division
6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 3800 and 3820 Blundell Road

File No.: RZ 13-641189

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9069, the developer is required to complete the following:

1. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect (including fencing, paving, and installation costs). The Landscape Plan should:
 - comply with the guidelines 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 and vegetation, ensuring a rich urban environment and diverse habitat for urban wildlife; and
 - include the three (3) trees to be planted and maintained, with the following minimum sizes:

# Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
2 Replacement Trees	8 cm		4 m
1 Additional Tree	6 cm		3.5 m

2. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of on-site works conducted within the tree protection zone of the trees to be retained (i.e. Tree # 256 on-site, and Trees A, B, D, E, F, G, H off-site). The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections (including stages of construction), and a provision for the Arborist to submit a post-construction assessment report to the City for review.
3. Submission of a Tree Survival Security to the City in the amount of \$1,000 (to reflect the 2:1 replacement ratio at \$500/tree) to ensure that the Blue Spruce in the front yard will be protected (Tree # 256). Following completion of construction and landscaping on the subject site, 50% of the security will be released subject to a landscaping inspection to verify tree survival. The remaining 50% of the security will be released one (1) year after the initial landscaping inspection if the tree has survived.
4. The City's acceptance of the applicant's voluntary contribution of \$1.00 per buildable square foot of the single-family developments (i.e. \$5,280) to the City's Affordable Housing Reserve Fund.

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 proposal to build a secondary suite on one (1) of the two (2) future lots at the subject site. To ensure that a secondary suite is built to the satisfaction of the City in accordance with the Affordable Housing Strategy, the applicant is required to enter into a legal agreement registered on Title as a condition of rezoning, stating that no final Building Permit inspection will be granted until a secondary suite is constructed to the satisfaction of the City, in accordance with the BC Building Code and the City's Zoning Bylaw.
5. Registration of a flood indemnity covenant on title.
6. Discharge of existing covenants BE49183, BE49184 registered on title of the strata lots, which restrict the use of the property to a duplex.

At demolition* stage, the following is required to be completed:

- Installation of tree protection fencing on-site around the Blue Spruce (Tree # 256) and the driplines of Trees A, B, D, E, F, G, H. Tree protection fencing must be installed to City standard and in accordance with the City's Tree Protection Information Bulletin Tree-03 prior to demolition of the existing dwelling on-site, 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 servicing costs.

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 9069 (RZ 13-641189)
3800/3820 Blundell 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. 001-124-277

STRATA LOT 1 SECTION 22 BLOCK 4 NORTH RANGE 7 WEST
NEW WESTMINSTER DISTRICT STRATA PLAN NW123 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. 001-124-285

STRATA LOT 2 SECTION 22 BLOCK 4 NORTH RANGE 7 WEST
NEW WESTMINSTER DISTRICT STRATA PLAN NW123 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 9069**".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER REQUIREMENTS SATISFIED

ADOPTED



MAYOR

CORPORATE OFFICER



To: Planning Committee
From: Wayne Craig
Director of Development
Date: October 23, 2013
File: RZ 12-605272
Re: Application by Hotel Versante Ltd. for Rezoning at 8451 Bridgeport Road and
Surplus City Road from Light Industrial (IL) to High Rise Office Commercial
(ZC33) – (City Centre)

Staff Recommendations

1. That Richmond Zoning and Development Bylaw 5300, Amendment Bylaw 7032, be abandoned.
2. That Official Community Plan Bylaw 7100, Amendment Bylaw 9065 (City Centre Area Plan), to facilitate the construction of commercial uses at 8451 Bridgeport Road and City's surplus road, by:
 - a) Amending the existing land use designation in the Generalized Land Use Map (2031), Specific Land Use Map: Bridgeport Village (2031), and reference maps throughout the Plan to redesignate the subject site and City's surplus road to "Urban Centre T5 (45m)";
 - b) Amending the configuration of minor streets adjacent to the site in the Generalized Land Use Map (2031), Specific Land Use Map: Bridgeport Village (2031), and reference maps throughout the Plan to extend River Road from West Road to Bridgeport Road and re-align West Road between River Road and Bridgeport Road;
 - c) Together with related minor map and text amendments in Schedule 2.10 of Official Community Plan Bylaw 7100 (City Centre Area Plan);be introduced and given first reading.

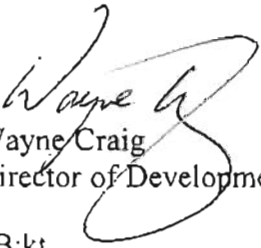
3. That Bylaw 9065, having been considered in conjunction with:

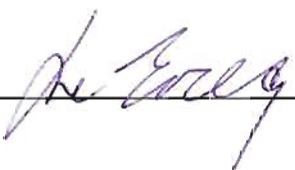
- The City's Financial Plan and Capital Program;
- The Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;

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 Bylaw 9065, 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 9066 to: create "High Rise Office Commercial (ZC33) – (City Centre)"; and to rezone 8451 Bridgeport Road and City's surplus road from "Light Industrial (IL)" to "High Rise Office Commercial (ZC33) – (City Centre)"; be introduced and given first reading.


 Wayne Craig
 Director of Development
 SB:kt
 Att.

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Real Estate Services	<input checked="" type="checkbox"/>	
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	

Staff Report

Origin

Hotel Versante Ltd. has applied to the City of Richmond for permission to amend the Official Community Plan Bylaw 7100 (OCP) and rezone 8451 Bridgeport Road and a portion of surplus City Road in the City Centre's Bridgeport Village from "Light Industrial (IL)" to a new site specific zone, "High Rise Office Commercial (ZC33) – (City Centre)", to permit the construction of a high rise commercial development (**Attachments 1 & 2**). More specifically, the proposed rezoning provides for the construction of three towers of nine, twelve, and fourteen storey building height, a common five-storey podium. The development proposal includes approximately 19,882 m² of commercial, hotel and office space, approximately 110 hotel rooms, and approximately 333 parking spaces.

Abandoning Previous Zoning Amendment Bylaw

Staff recommends that Council abandon Richmond Zoning and Development Bylaw 5300, Amendment Bylaw 7032. This bylaw received Third Reading on October 18, 1999 and was associated with a previous rezoning application (RZ 97-116491) for the site. The new owner has asked the City to abandon the bylaw.

Proposed 2041 OCP City Centre Area Plan Amendments

The application includes proposed amendments to the Official Community Plan (OCP) Bylaw 7100 Schedule 2.10 City Centre Area Plan (CCAP) to amend the land use designation of the subject site, which includes 8451 Bridgeport Road and a surplus portion of West Road that currently runs through the property (**Attachment 3**). Transportation network changes associated with the development include re-opening the original portion of West Road connecting to Bridgeport Road and constructing an extension of River Road to connect to Bridgeport Road. Based on the reconfiguration of the transportation network, the closing and acquisition of the surplus portion of West Road to be consolidated as a part of the development parcel is supported by staff. A separate report will be provided by Real Estate Services as described below.

Proposed Zoning Amendments

The application proposes to create a new site specific "High Rise Office Commercial (ZC33) – (City Centre)" zone and rezone the subject site to the new zone to facilitate the proposed development.

Surplus City Road Acquisition

The application proposes to re-open the original West Road and Bridgeport Road intersection at the east edge of the site, and therefore the current curved portion of West Road is no longer required (**Attachment 4**). The surplus road land may be sold to the developer at fair market value through a separate purchase and sale agreement. The road closure bylaw and primary business terms of the purchase and sale agreement will be brought forward for consideration by Council in a separate report from the Manager, Real Estate Services.

Servicing Agreement

The developer has agreed to enter into a Servicing Agreement as a rezoning consideration for the design and construction of improvements to the road network and servicing. Due to proximity to Bridgeport Road, City dike, and the jet fuel pipeline, coordination of the Servicing Agreement design and construction will be required with the Ministry of Transportation & Infrastructure, the Provincial Inspector of Dikes, Trans Mountain Pipeline (Jet Fuel) and Kinder Morgan Canada Inc.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (**Attachment 5**).

Surrounding Development

The subject site is situated in the Bridgeport Village – a transitional City Centre area designated for medium-density, mid and high-rise, business, entertainment, hospitality, arts, transportation hub uses (**Attachment 3**). The Bridgeport Village also includes a pedestrian-oriented secondary retail street along a portion of West Road, retail high streets at the village centre and an industrial reserve east of Great Canadian Way. The subject site is vacant and development in the vicinity includes:

- To the North, West and East: Across West Road, River Road and the future River Road extension, are vacant Light Industrial (IL) properties, including 9.29 ha of land and approximately 6.0 ha of foreshore area that is currently under staff consideration for a large multi-phase development with retail, entertainment, office, hotel, conference centre & park uses (RZ 12-598104).
- To the East: A two-storey light industrial building zoned Light Industrial (IL).
- To the South: Across Bridgeport Road, are a number of properties under Land Use Contract 126, containing a vacant one-storey casino building, one-storey restaurant building, two-storey strata-titled office building, and a number of surface parking lots. A rezoning application is currently under staff consideration for a high-rise development on lands between Bridgeport Road, No. 3 Road and Sea Island Way, including a six-level parkade and amenity building fronting onto Bridgeport Road (RZ 13-628557).

Related Policies & Studies

Development of the subject site is affected by the City Centre Area Plan (CCAP) and related policies (e.g. Aircraft Noise Sensitive Development). An overview of these policies is provided in the “Analysis” section of this report.

Consultation

- a) Ministry of Transportation & Infrastructure (MOTI): Consultation with MOTI is required due to the proximity of Bridgeport Road, a roadway under Provincial jurisdiction. MOTI staff has reviewed the proposal on a preliminary basis and final MOTI approval is required prior to rezoning adoption.
- b) Ministry of Forest, Land and Natural Resource Operations Archaeology Branch: Ministry staff reviewed an impact assessment report regarding the subject site prepared by Terra Archaeology Ltd. in 2006. No protected archaeological sites were identified, no further archaeological studies were recommended and no further consultation is required. If anything of archaeological importance is found during construction, the owner is required to contact the Archaeology Branch.
- c) School District: This application was not referred to School District No. 38 (Richmond) because it does not include any residential uses. The OCP Aircraft Noise Sensitive Development (ANSO) policy prohibits residential uses in this area. 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).
- d) Airport: This application was not referred to Vancouver International Airport (YVR) because it does not include residential uses and the building height conforms to the Vancouver International Airport Authority Zoning Regulations.
- e) General Public: Signage is posted on-site to notify the public of the subject application. At the time of writing this report, no correspondence had been received. The statutory Public Hearing will provide local property owners and other interested parties with an additional opportunity to comment.

Staff Comments

Based on staff's review of the subject application, including the developer's preliminary Transportation Impact Study (TIS) and Interim Road Functional Plan, staff are supportive of the subject rezoning, provided that the developer fully satisfies the Rezoning Considerations (**Attachment 6**).

Analysis

Hotel Versante Ltd. has applied to the City of Richmond to rezone the subject 6,628.3 m² (1.64 ac.) development parcel which is a triangular site surrounded on all three (3) sides by Bridgeport Road, West Road and future River Road. The Light Industrial (IL) zoned land is vacant, save for a portion of West Road that is proposed to be closed and consolidated with the property at 8451 Bridgeport Road. The challenging triangular site is a gateway to the airport connector bridge, the Fraser Middle Arm and the development lands along the river.

The purpose of the proposed OCP amendments and rezoning is to permit the consolidation of the subject site into one (1) development parcel, construct road network improvements, and permit the construction of a three-tower high rise commercial development with a common podium totalling approximately 19,882 m² of office, hotel and commercial space (**Attachment 7**). The subject development proposal is notable for including a large component of office space, which is identified as a need in the CCAP.

Abandoning Previous Zoning Amendment Bylaw

The application also includes a recommendation to abandon Richmond Zoning and Development Bylaw 5300, Amendment Bylaw 7032, to create a site specific mid rise commercial hotel zone and rezone the property in association with rezoning application RZ 97-116491. The Bylaw received First Reading on September 27, 1999; Second and Third Readings and Public Hearing on October 18, 1999, but the requirements were never completed to enable the Bylaw to be adopted, the property was sold to a new owner and a new rezoning application for a new development proposal has been submitted to the City. With the new rezoning application, the Bylaw is rendered obsolete and can be abandoned.

Proposed OCP CCAP Amendments

Bridgeport Village is designated in the CCAP for medium-density, mid- and high-rise, business, entertainment, hospitality, arts, transportation hub uses along with an industrial reserve east of Great Canadian Way and retail high street along No. 3 Road (**Attachment 3**).

The CCAP designates the site as part of the commercial reserve – mid to high-rise. The proposal implements the CCAP commercial reserve policy as it involves the following range of commercial uses: hotel, office, and commercial retail.

The CCAP further designates the portion of the site located to the west of West Road as "Urban Centre T5 (35 m)" (2 FAR) and "Village Centre Bonus" (1 FAR). The smaller portion of the site, located East of West Road, is designated as "Urban Centre T5 (45 m)" (2 FAR) and "Village Centre Bonus" (1 FAR). The portion of West Road running through the site is shown as "road".

For greater clarity regarding land use designations, staff recommend that the current "Urban Centre T5 (35 m)" and road designations be removed from the subject site and the affected area be designated "Urban Centre T5 (45 m)" as per the existing designation of the remainder of the site and adjacent lands to the east. The "Village Centre Bonus" (1 FAR) designation applies to the entire site and would remain unchanged.

It is also proposed to amend the CCAP to reflect the re-opening of the West Road intersection at the East edge of the site. The proposed road improvements will be instrumental in servicing future development of the waterfront lands to the west.

Village Centre Bonus Amenity Contributions:

The CCAP designates the subject site and other Bridgeport Village properties as a Village Centre Bonus (VCB) area for the purpose of encouraging the provision of City-owned community benefit space by permitting an office density bonus of up to 1.0 FAR where a developer

constructs at least 5% of the bonus floor area as turnkey non-residential uses for the benefit of the City (e.g. artist studio space, arts program space). On this basis, staff recommend and the developer has agreed to provide a voluntary contribution of \$1,605,150 to facilitate the construction of community benefit arts & culture facilities in City Centre, the value of which contribution is based on the following, as determined to the satisfaction of the City:

- Construction value of \$450/ft², based on a turnkey level of finish and inclusive of costs related to necessary ancillary uses and spaces; and
- A floor area of 3,567 m² (38,395 ft²), based on 5% of the subject development's maximum permitted VCB floor area.

Note that this approach has been reviewed and concurred to by Community Services staff. Staff recommend against the developer constructing a community benefit space on the subject site because its VCB floor area is too small to be operated in a cost-effective manner. Instead, prior to adoption of the subject rezoning, the developer shall make a voluntary cash contribution (100% of which shall be allocated for capital works) to the Leisure Facilities Reserve Fund for the construction of community benefit arts & culture facilities at another location within City Centre. Council will have sole discretion over the use of these funds.

Proposed Changes to Road Network

The development proposal includes road network improvements to re-open the original intersection of West Road and Bridgeport Road (**Attachment 4**), close the current West Road connection to Bridgeport Road and provide an interim River Road extension to a new intersection at Bridgeport Road. The portions of River Road and West Road adjacent to the site will be widened and completed to their ultimate design with the future development of the properties across the roads.

In 2001, MOTI required a road dedication from the site to widen Bridgeport Road and to relocate West Road to the West, further away from No. 3 Road, as part of the airport connector bridge construction project. A new portion of West Road was built, connecting to Bridgeport Road and concrete barriers were placed to prevent vehicles from using the original intersection. The West Road re-alignment cuts through the property at 8451 Bridgeport Road, and as a result of reviewing the subject development proposal, MOTI has indicated that the proposed road network improvements would be acceptable. MOTI approval is a requirement of the rezoning as well as a requirement of the Servicing Agreement for the design and construction of the road network improvements.

Road closure and purchase of the City's surplus Road from West Road is a requirement of rezoning. With the re-opening of the original West Road intersection, the current curved portion of West Road is no longer required and may be included in the subject rezoning proposal. The road closure bylaw and primary business terms of the purchase and sale agreement will be brought forward for consideration by Council in a separate report from the Manager, Real Estate Services.

Proposed Zoning Amendments

Amendments to the Richmond Zoning Bylaw are proposed to create the new site specific zoning district “High Rise Office Commercial (ZC33) – (City Centre)” and to rezone the subject site to the new zone. The proposed bylaw has been prepared to manage development on the subject site in accordance with CCAP guidelines.

Proposal Details

Staff’s review of the proposed development shows it to be consistent with City policies and supportive CCAP objectives for the Bridgeport Village, as indicated below:

a) Sustainable Development:

- **District Energy Utility (DEU):** The site is required to be “DEU-ready”.
- **Leadership in Energy and Environmental Design (LEED):** The CCAP requires that all rezoning applications greater than 2,000 m² in size demonstrate compliance with LEED Silver (equivalency) or better, paying particular attention to features significant to Richmond (e.g., green roofs, urban agriculture, DEU, storm water management/quality). The developer has agreed to comply with this policy and will demonstrate this at Development Permit stage.
- **Flood Management Strategy:** In accordance with the City’s Flood Plain Designation and Protection Bylaw 8204, the developer has agreed to register a flood indemnity covenant as a rezoning consideration.
- **Aircraft Noise Sensitive Development (ANSD):** The subject site is situated within ANSD “Area 1a”, which prohibits new ANSD uses (e.g. residential, child care), and requires that a restrictive covenant be registered on title, including information to address aircraft noise mitigation and public awareness. The proposed development complies with the policy. The developer has agreed to register an aircraft noise indemnity covenant as a rezoning consideration.

b) Public Art: The developer has agreed to participate in the City’s Public Art Program. A voluntary contribution of approximately \$87,756, based on \$0.41 per buildable square foot, to the City’s Public Art fund as a rezoning consideration.

c) Infrastructure Improvements: The City requires the coordinated design and construction of private development and City infrastructure with the aim of implementing cost-effective solutions to serving the needs of Richmond’s rapidly growing City Centre. In light of this, staff recommend and the developer has agreed to the following:

- **Road Network Improvements:** the developer shall be responsible for road dedications and statutory right-of-ways (e.g., River Road extension, West Road widening, private road); and the design and construction of an interim River Road extension, interim West Road widening, and Bridgeport Road pedestrian and intersection improvements.

- **Engineering Improvements:** The developer shall be responsible for the design and construction of required storm sewer upgrades, sanitary sewer upgrades, water system upgrades, under-grounding of private utilities, coordination of works with MOTI, the Provincial Inspector of Dikes, Kinder Morgan, and related improvements, as determined to the satisfaction of the City.
- The developer has agreed to enter into a Servicing Agreement for the design and construction of the required road network and engineering works prior to rezoning adoption. Due to proximity to Bridgeport Road and City Dike, approval is required from MOTI and the Provincial Inspector of Dikes.
- The developer has agreed to provide a voluntary contribution of \$81,960 towards future downstream sanitary sewer upgrades from the development site to the Van Horne Pump Station as a rezoning consideration.

d) Proximity to Jet Fuel Pipe Line:

An existing jet fuel line owned by Trans Mountain Pipeline (Jet Fuel) and operated by Kinder Morgan Canada Inc. is located adjacent to the development site within River Road, West Road and Bridgeport Road and is subject to the National Energy Board Act and the British Columbia Oil and Gas Activities Act legislation. Portions of the required Servicing Agreement works, including road works, and site servicing, are within close proximity to the pipeline. Due to this proximity, Trans Mountain Pipeline (Jet Fuel) may require a legal agreement so that the works can be performed in proximity to the pipeline.

As a rezoning consideration, the developer has agreed to enter into a Servicing Agreement. The Servicing Agreement requires that the developer be responsible for the design and construction of infrastructure works, be responsible for the works during a maintenance period, and provide an insurance policy to cover the City in the event of any liability or damages arising from the Servicing Agreement works during the construction and maintenance periods. Due to the proximity of the jet fuel pipeline, the developer may be required to obtain any necessary approvals from Trans Mountain Pipeline (Jet Fuel) and/or related parties. The City's standard Servicing Agreement and the requirements thereunder may need to be modified to address the jet fuel pipe line.

In respect to the jet fuel pipe line, the City may be required to enter into an agreement with Trans Mountain Pipeline (Jet Fuel) and/or related parties. In the event that the City is required to enter into such an agreement, staff would first need to prepare a separate staff report to provide the details and seek authorization from Council.

- e) Form of Development: The developer proposes to construct a high rise, high density, commercial development, including a significant amount of office space, and ground level commercial and hotel uses on a prominent site located in the Bridgeport Village. The developer's proposed form of development conforms to the CCAP policies generally and Development Permit (DP) guidelines, with a significant setback, taller buildings and a private drive aisle located along Bridgeport Road to address the constraints and opportunities of the site.

Development Permit (DP) approval to the satisfaction of the Director of Development for the proposal is required prior to rezoning adoption. The architectural form and character of the development proposal will be reviewed at DP stage, including the following:

- Detailed architectural, landscaping and open space design.
- Explore opportunities to create vibrant retail streetscape that contribute to the animation, pedestrian-amenity, and commercial success of the development and its surroundings.
- Demonstration of LEED Silver (equivalency) or better.
- Vehicle and bicycle parking; truck loading; garbage, recycling and food scraps storage and collection; and private utility servicing.

- f) Proposed Zoning Bylaw Amendment: A "High Rise Office Commercial (ZC33) – (City Centre)" site specific zone was prepared for the proposed development to allow high density, transit oriented, non-residential and central business district development in an area affected by aircraft noise. The zone includes a density bonus provision for as the site is located in the Village Centre Bonus Area. The development proposal complies with the permitted density and takes advantage of the density bonusing provision.

- g) Community Planning: As per CCAP policy, the developer proposes to voluntarily contribute approximately \$53,510, based on \$0.25 per buildable square foot, to the City's community planning reserve fund.

Financial Impact or Economic Impact

None.

Conclusion

The proposed development is consistent with Richmond's 2041 OCP and City Centre Area Plan objectives for the Bridgeport Village, as set out in the proposed OCP and City Centre Area Plan (CCAP) amendments. The proposed high-rise project, office development, pedestrian-oriented streetscapes, River Road extension, West Road widening, and Bridgeport Road pedestrian and intersection improvements will assist in making Bridgeport Village a transit-oriented, urban community.

On this basis, staff recommend that:

- Richmond Zoning and Development Bylaw 5300, Amendment Bylaw 7032 be abandoned;
- Official Community Plan Bylaw 7100, Amendment Bylaw 9065 (City Centre Area Plan) be introduced and given first reading; and
- Richmond Zoning Bylaw 8500, Amendment Bylaw 9066 be introduced and given first reading.



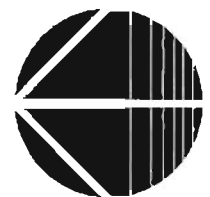
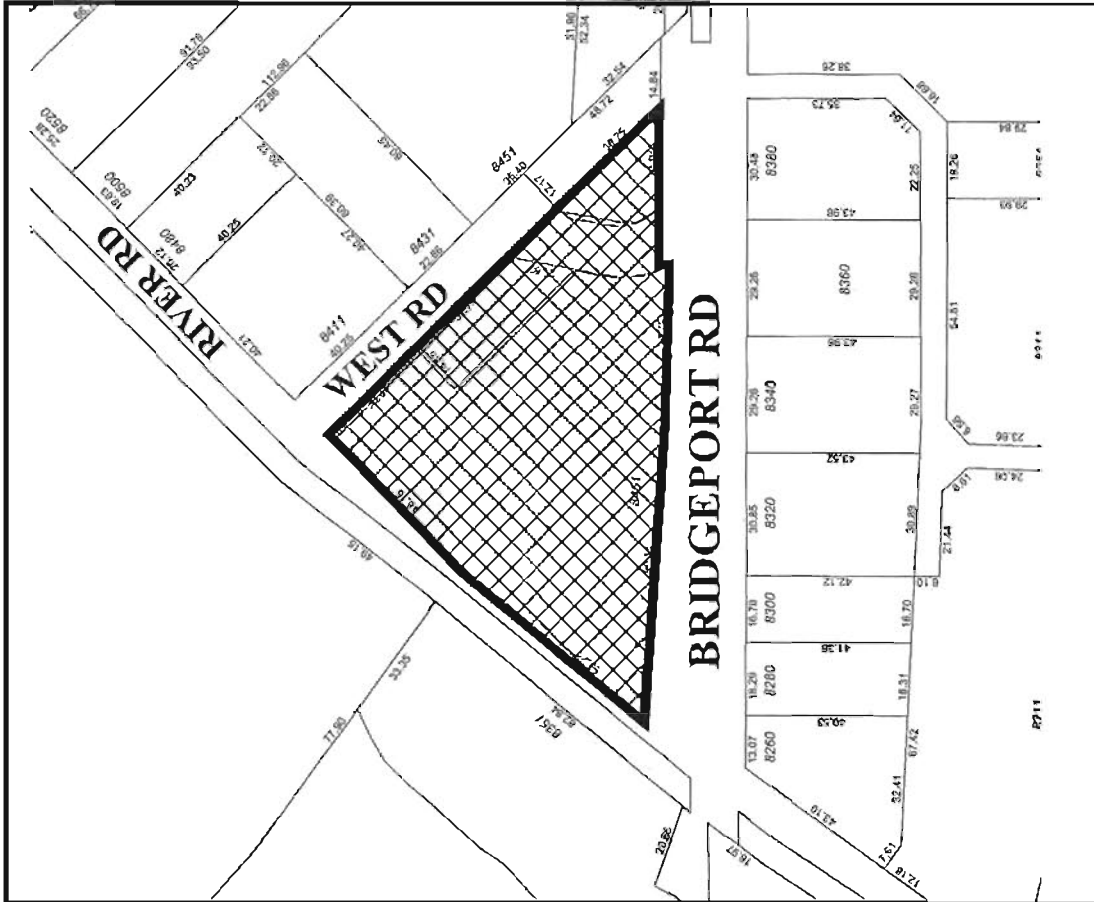
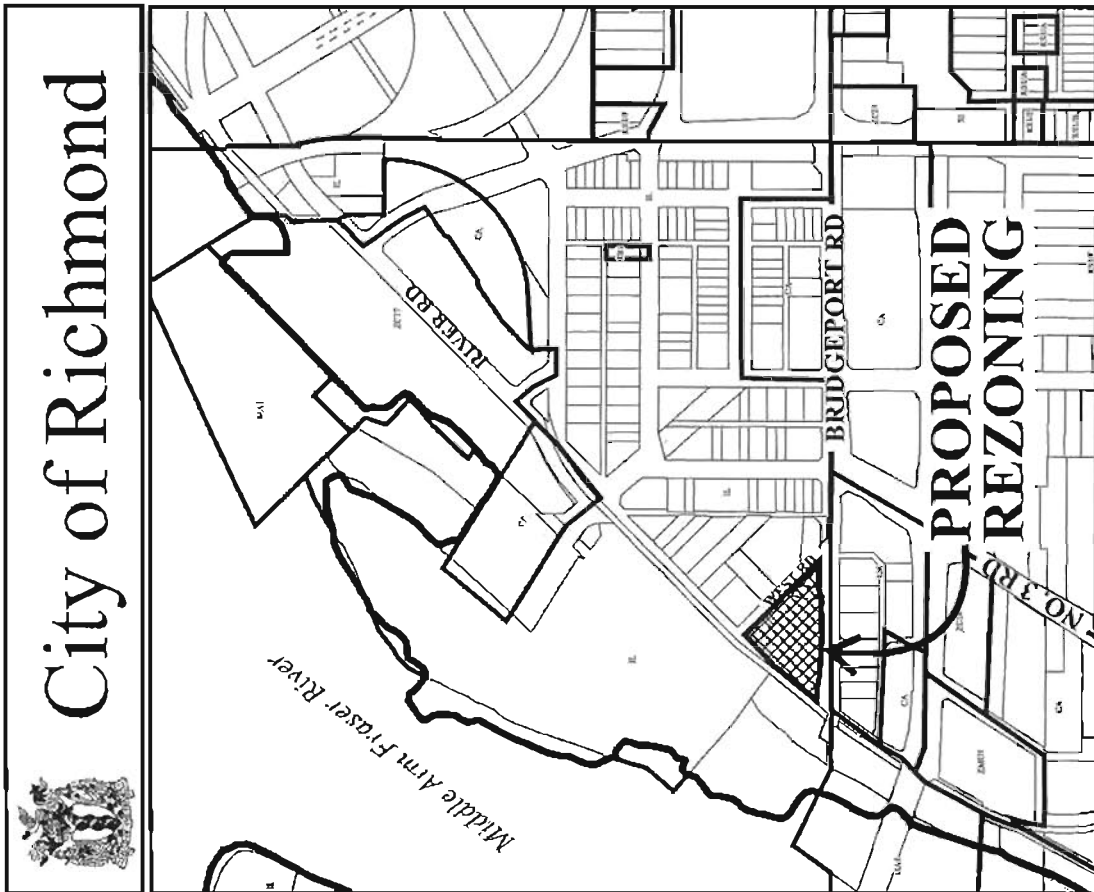
Sara Badyal, M. Arch, MCIP, RPP
Planner 2



Terry Crowe
Manager, Policy Planning

SB:kt

- Attachment 1: Location Map
- Attachment 2: Aerial Photograph
- Attachment 3: City Centre Area Plan Specific Land Use Map: Bridgeport Village (2031)
- Attachment 4: West Road Diagram
- Attachment 5: Development Application Data Sheet
- Attachment 6: Rezoning Considerations Concurrence
- Attachment 7: Development Concept

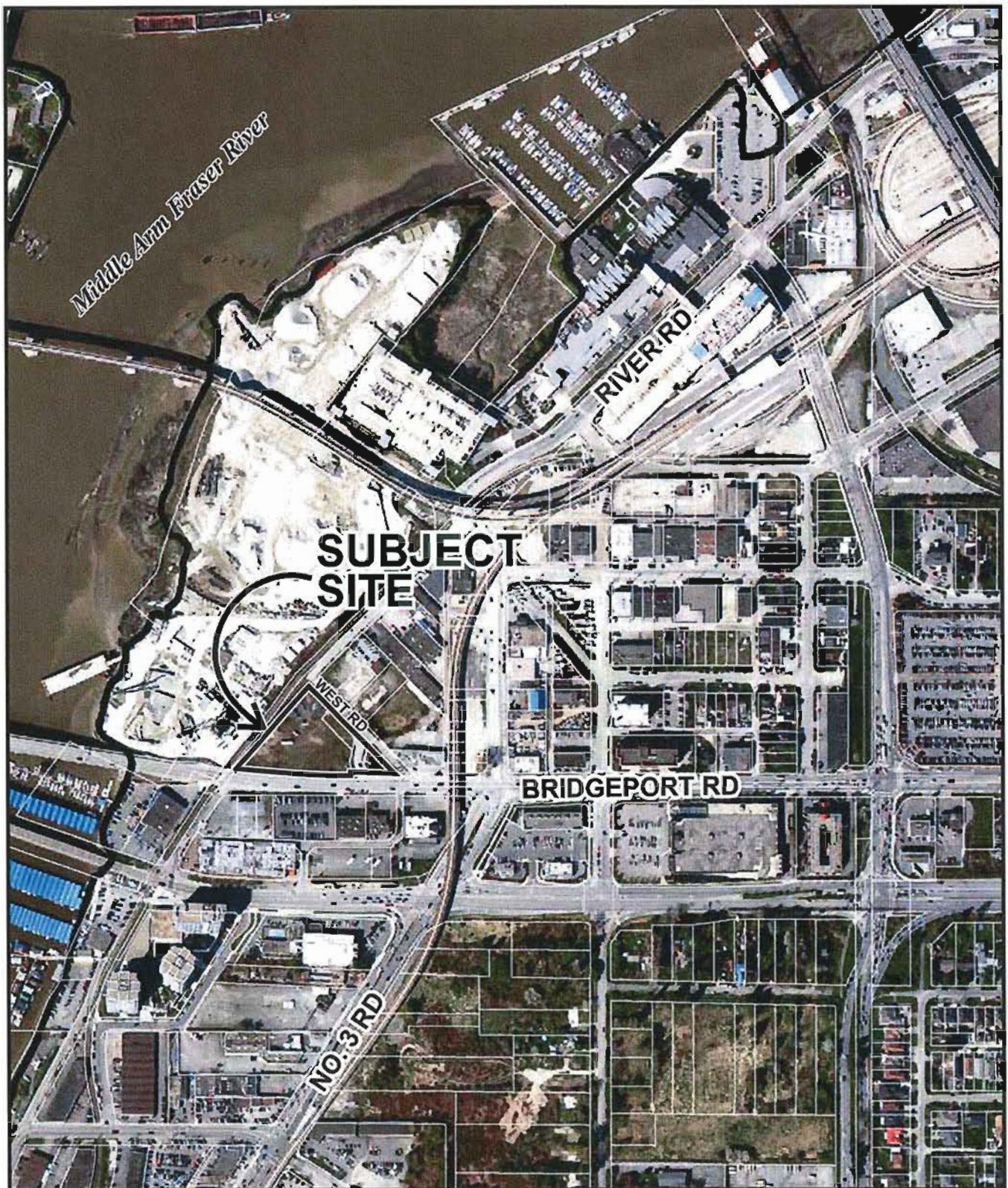


RZ 12-605272

Original Date: 04/20/12

Revision Date: 10/02/13

Note: Dimensions are in METRES



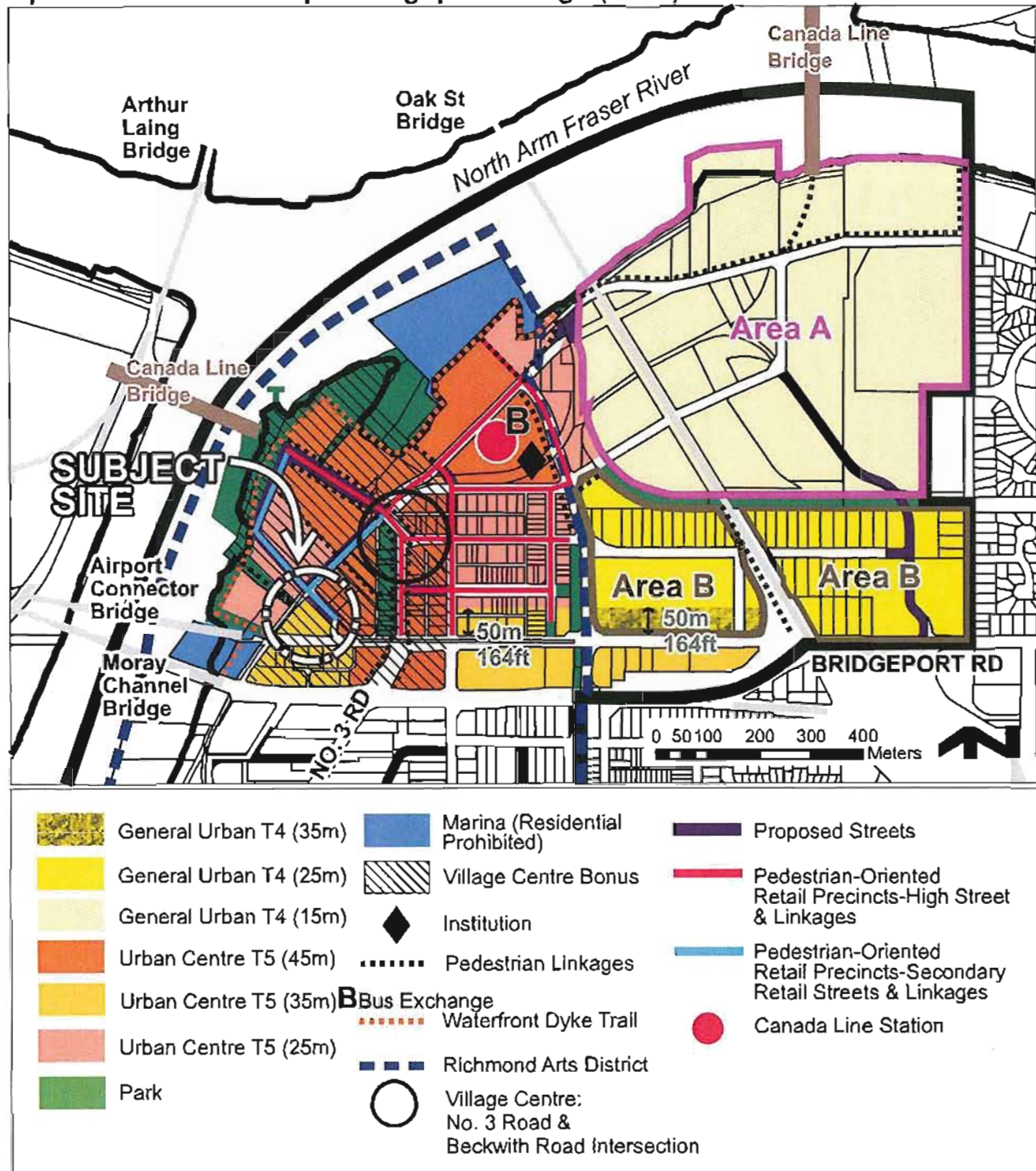
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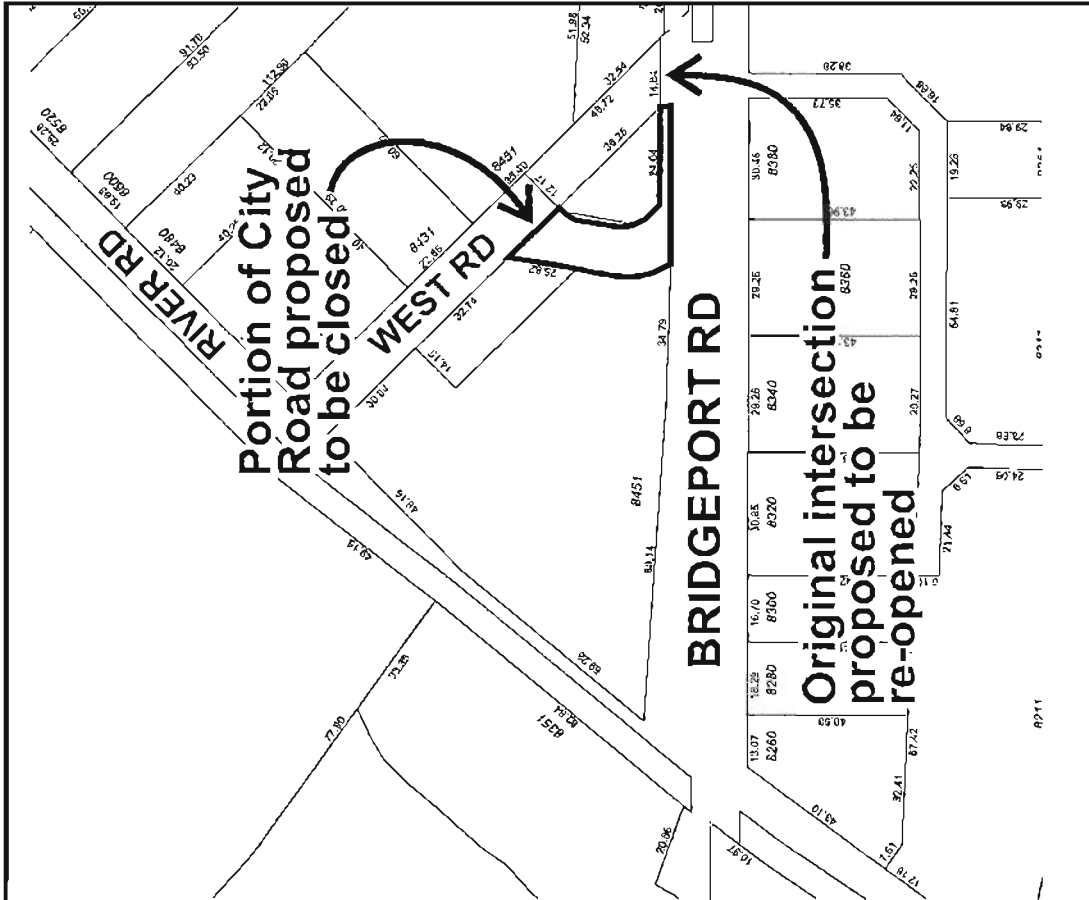
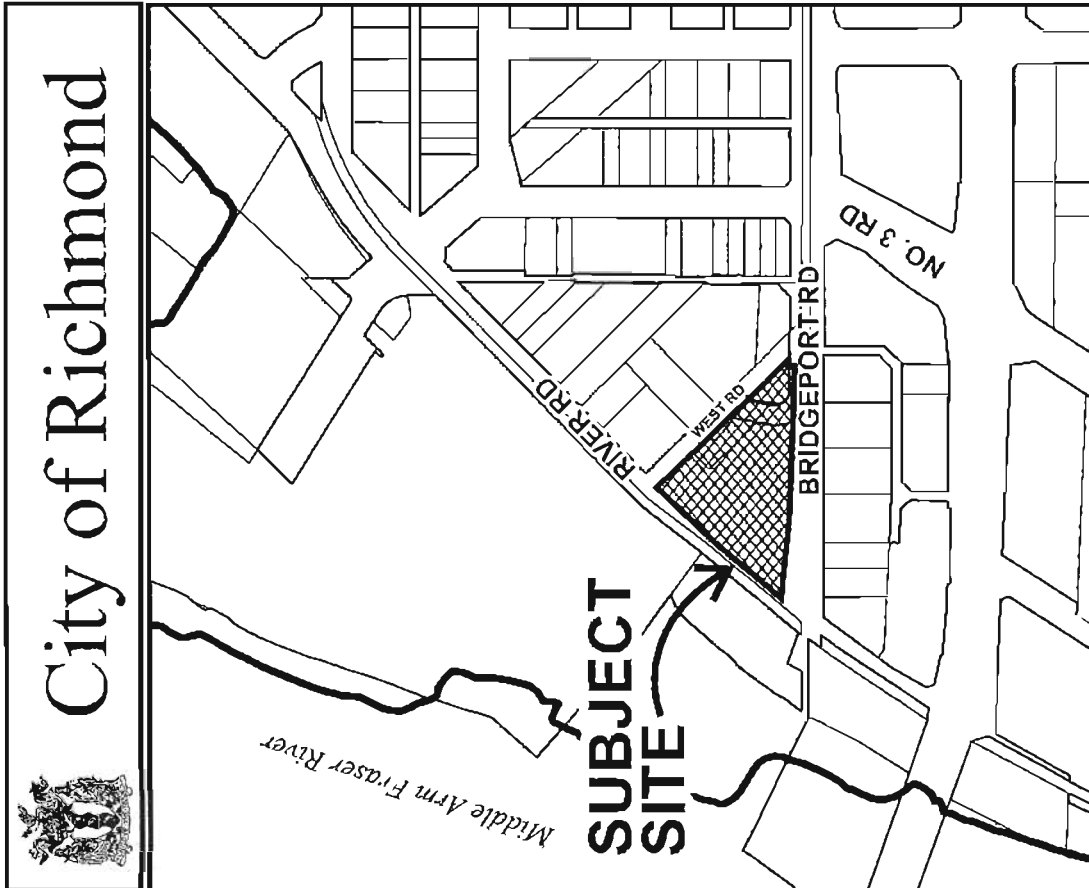
Original Date: 04/23/12

Amended Date: 10/02/13

Note: Dimensions are in METRES

City Centre Area Plan
Specific Land Use Map: Bridgeport Village (2013)





West Road Diagram RZ 12-605272

Original Date: 10/01/13
Revision Date: 10/18/13
Note: Dimensions are in METRES



RZ 12-605272

Attachment 5

Address: 8451 Bridgeport Road

Applicant: Hotel Versante Ltd.

Planning Area(s): Bridgeport Village (City Centre)

	Existing		Proposed	
Owner:	Hotel Versante Ltd.		Same	
Site Size (m²):	8451 Bridgeport Road	6,263.4 m ²	Development site	6,628.3 m ²
	Surplus West Road	548.8 m ²	Road dedication	183.9 m ²
	Total	6,812.2 m ²	Total	6,812.2 m ²
Land Uses:	Vacant		Hotel, Office, Commercial	
OCP Designation:	Commercial		Complies	
Area Plan Designation:	Urban Centre T5 (45 m) Urban Centre T5 (35 m) Road		Complies as amended to Urban Centre T5 (45 m)	
Aircraft Noise Sensitive Development Policy:	Area 1a Restricted Area		Complies	
Zoning:	Light Industrial (IL)		High Rise Office Commercial (ZC33) – (City Centre)	
Number of Units:	Vacant		19,882.6 m ² development including: 7,726.5 m ² 110-room hotel, 9,071.1 m ² office space, and 3,084.9 m ² commercial space	
	Bylaw Requirement		Proposed	Variance
Floor Area Ratio:	Max. 3.0 including Village Centre bonus: Min. 1.0 office		3.0, including 1.37 office	None permitted
Lot Coverage – Building:	Max. 90%		Less than 50%	None
Setbacks: Bridgeport Rd	Min. 1.7 m at grade		Min. 9.1 m	None
West Rd	Min. 0.1 m above		Min. 5.8 m	
River Rd	Min. 1.7 m at grade		Min. 1.7 m	
	Min. 0.1 m above		Min. 0.1 m	
	Min. 1.7 m at grade		Min. 3.9 m	
	Min. 0.1 m above		Min. 1.5 m	
Height:	Max. 47.0 m geodetic		Max. 47 m geodetic	None
Off-street Parking Spaces:				None
Hotel	139		139	
Office	121		122	
Commercial	72		72	
Total	332		333	
Accessible Parking Spaces:	Min. 2% (7 spaces)		3% (10 spaces)	None
Small Car Parking Spaces:	Max. 50% (166 spaces)		Max 50% (166 spaces)	None



Rezoning Considerations

Development Applications Division
6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 8451 Bridgeport Road and Surplus City Road

File No.: RZ 12-605272

Prior to considering adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9066, the developer is required to complete the following:

1. Abandon Richmond Zoning and Development Bylaw 5300, Amendment Bylaw 7032.
2. Final Adoption of Official Community Plan Bylaw 7100, Amendment Bylaw 9065.
3. Provincial Ministry of Transportation & Infrastructure approval.
4. Council approval of the road closure bylaw for the surplus city road. The developer shall be required to enter into a purchase and sales agreement with the City for the purchase of the Land, which is to be based on the business terms approved by Council. The primary business terms of the purchase and sales agreement will be brought forward for consideration by Council in a separate report from the Manager, Real Estate Services. All costs associated with the purchase and sales agreement shall be borne by the developer.
5. Consolidation of the lands into one development parcel.
6. Road dedication (as per Schedule A, or as approved by the Director of Transportation):
 - a) River Road – Up to 2 m wide dedication along the entire River Road frontage for a new 2 m wide sidewalk.
 - b) Corner cuts, measured from the new property line and/or edge of PROP, whichever is further into the site:
 - i) 4m x 4m corner cut dedication at the corner of Bridgeport Road and West Road.
 - ii) 4m x 4m corner cut dedication at the corner of Bridgeport Road and River Road.
 - iii) 4m x 4m corner cut dedication at the corner of West Road and River Road.
7. The granting of statutory PROP rights-of-way (as per Schedule A, or as approved by the Director of Transportation):
 - a) West Road – 2 m wide PROP required along the entire West Road frontage for a new 2 m wide sidewalk. The ROW will include City maintenance and liability.
 - b) Drive Aisle – Approximately 7.9 m wide PROP required along the entire Bridgeport Road frontage to accommodate public passage over the 6.1 m wide travel lanes of the internal drive aisle, which passes underneath portions of the building. The ROW will include owner maintenance and liability.
8. Registration of an aircraft noise indemnity covenant for non-sensitive uses on title (Area 1A of the OCP Aircraft Noise Sensitive Development Map).
9. Registration of a flood indemnity covenant on title.
10. Registration of a restrictive covenant and/or alternative legal agreement(s), to the satisfaction of the City, securing the owner's commitment to connect to District Energy Utility (DEU), which covenant and/or legal agreement(s) will include, at minimum, the following terms and conditions:
 - a) No building permit will be issued for a building on the subject site unless the building is designed with the capability to connect to and be serviced by a DEU and the owner has provided an energy modelling report satisfactory to the Director of Engineering;
 - b) If a DEU is available for connection, no final building inspection permitting occupancy of a building will be granted until the building is connected to the DEU and the owner enters into a Service Provider Agreement on terms and conditions satisfactory to the City and grants or acquires the Statutory Right-of-Way(s) and/or easements necessary for supplying the DEU services to the building;
 - c) If a DEU is not available for connection, then the following is required prior to the earlier of subdivision (stratification) or final building inspection permitting occupancy of a building:
 - i) the City receives a professional engineer's certificate stating that the building has the capability to connect to and be serviced by a DEU;

- ii) the owner enters into a covenant and/or other legal agreement to require that the building connect to a DEU when a DEU is in operation;
 - iii) the owner grants or acquires the Statutory Right-of-Way(s) and/or easements necessary for supplying DEU services to the building; and
 - iv) if required by the Director of Engineering, the owner provides to the City a letter of credit, in an amount satisfactory to the City, for costs associated with acquiring any further Statutory Right of Way(s) and/or easement(s) and preparing and registering legal agreements and other documents required to facilitate the building connecting to a DEU when it is in operation.
11. City acceptance of the developer's offer to voluntarily contribute \$0.41 per buildable square foot (e.g. \$87,756) to the City's public art reserve fund (to City account 7750-80-000-00000-0000).
 12. City acceptance of the developer's voluntary contribution in the amount of \$0.25 per buildable square foot (e.g. \$53,510) to future City community planning studies, as set out in the City Centre Area Plan.
 13. City acceptance of the developer's voluntary contribution in the amount of \$1,605,150 to the City's Leisure Facilities fund for arts & culture facilities in City Centre.
 14. City acceptance of the developer's voluntary contribution in the amount of \$81,960.00 for downstream sanitary sewer upgrades from the development site to the Van Horne pump station and/or City identified upgrades within the Van Horne pump station catchment area (to City account 2253-10-000-14912).
 15. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.
 16. Enter into a Servicing Agreement* for the design and construction of road and infrastructure improvement works. Works include, but may not be limited to providing the general road cross-sections described below and as per Schedule A, or as approved by the Director of Transportation:
 - a) River Road – New road construction between West Road and Bridgeport Road to provide (from east to west): 2.0 m wide concrete sidewalk, 1.5 m wide grass boulevard with street trees, 0.15 m wide curb and gutter, 6.0 m wide asphalt travel lanes, and a 1.0 m wide shoulder, with appropriate intersection improvements and City Centre street lighting.
 - b) West Road – Road widening between Bridgeport Road to River Road to provide (from south to north): 2.0 m wide concrete sidewalk, 1.5 m wide grass boulevard with street trees, 0.15 m wide curb and gutter, 7.88 m to 8.6 m wide asphalt travel lanes, 0.15 m wide curb and gutter, and a 1.5 m wide interim sidewalk, with appropriate intersection improvements and City Centre street lighting.
 - c) Bridgeport Road – Road widening between West Road and new River Road to provide (from south to north): 1.5 m wide grass boulevard with street trees behind the existing curb and gutter, 2.0 m wide concrete sidewalk, varying width of buffer zone, and 6.1m wide asphalt travel lanes, with appropriate City Centre street lighting.
 - d) Storm sewer improvements to:
 - i) Install appropriate storm sewer system in new River Road between Bridgeport Road and West Road.
 - ii) Upgrade storm sewer along West Road frontage to minimum 600 mm diameter from Bridgeport Road (manhole STMH6195) to 8431 West Road (manhole STMH6197) (approximately 72 m length).
 - iii) Upgrade storm sewer along West Road frontage to minimum 675 mm diameter from 8431 West Road (manhole STMH6197) to River Road (manhole STMH6173) (approximately 68 m length).
 - e) Water system improvement: Upgrade water main along West Road frontage from 150 mm diameter asbestos concrete pipe to minimum 200 mm diameter PVC pipe from Bridgeport Road to River Road (approximately 120 m length).
 - f) Sanitary sewer improvement: Upgrade sanitary sewer along West Road frontage to minimum 300 mm diameter from Bridgeport Road (manhole SMH5761) to River Road (manhole SMH5758) (approximately 120 m length).
 - g) Private Utilities improvements:
 - i) Under-grounding of existing private utility pole lines along West Road and River Road frontages, except for BC Hydro Transmission poles (BC Hydro Transmission poles requiring relocation to accommodate road and utility improvements will be at the developer's cost).

- ii) Confirmation of approval from the applicable private utility companies (e.g. BC Hydro, Telus, Shaw) regarding the location(s) of above ground private utility structures (e.g. vista, pad mounted transformers, LPTs, GPON cabinet, Shaw kiosk). All above ground private utility structures shall be located on-site, and shall not be located within City statutory rights-of-way.
- iii) Granting of any rights-of-way required by private utility companies to accommodate their above ground structures and future under-grounding of overhead lines.

Servicing Agreement works are subject to Provincial Inspector of Dikes, MOTI, Trans Mountain Pipeline (Jet Fuel) and Kinder Morgan Canada confirmation as part of the Servicing Agreement process, and additional agreements and security may be required.

Prior to Building Permit* Issuance, the developer is required to complete the following:

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 features in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
3. If applicable, payment of latecomer agreement charges associated with eligible latecomer works.
4. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals 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.

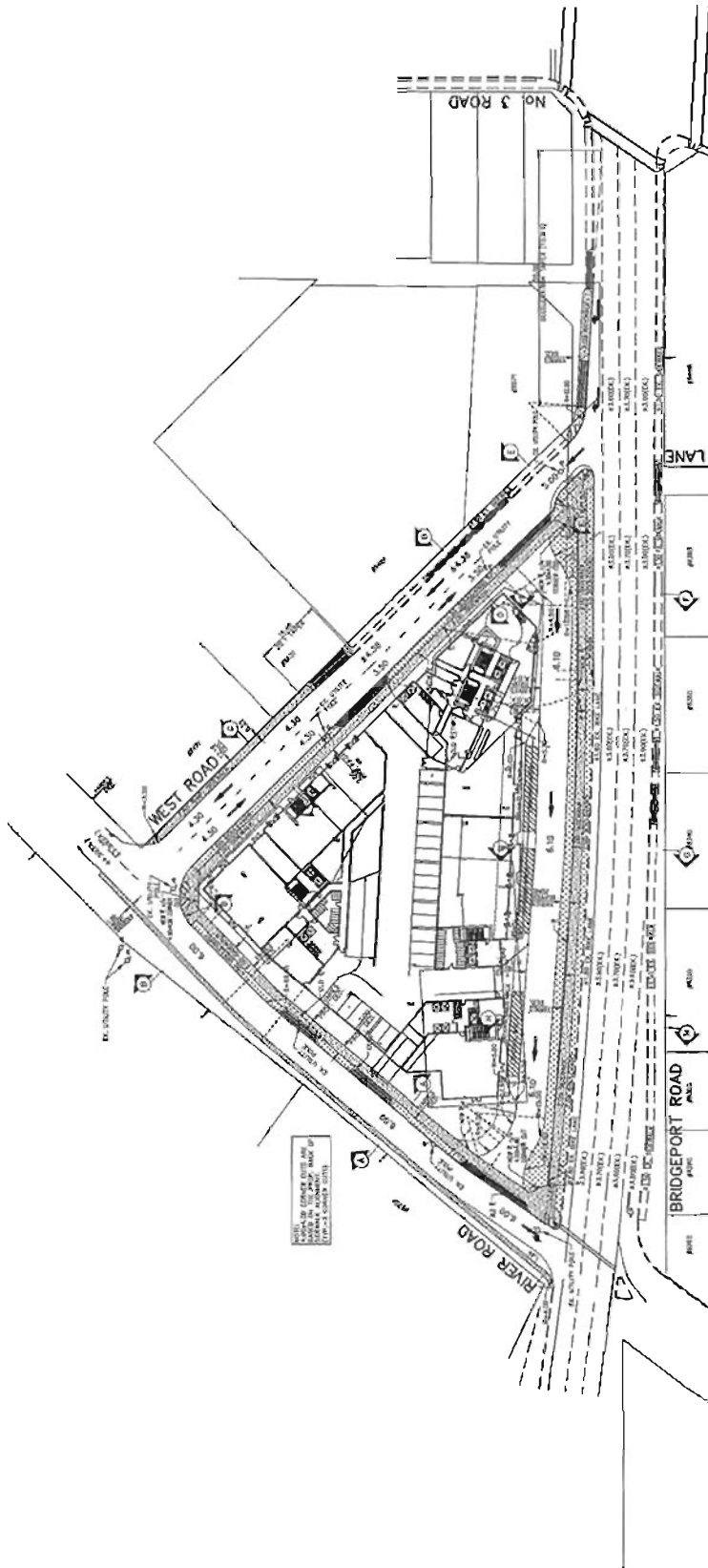
All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, 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 _____



CNCL - 199

City of Richmond
2011 Aug 3 10:41 AM 8/3/2011 10:41 AM

FUNCTIONAL PLAN 'INTERIM'

8451 BRIDGEPORT ROAD
CITY FILE: KZ 12-605272

DWG. No. 1	SCALE 1:100	DATE	BY
		REV. No. 1, 2-8	DWG. No. 1

MPT ENGINEERING CO. LTD.

MYIE MOYEUNG INTERNATIONAL ENTERPRISES LTD.

MP1 DWG. No.: R15844-FP
SHEET No.: 1 OF 4

NOTES

1. ALL ELEVATIONS ARE TO GEODETIC DATUM AND ARE DERIVED FROM CITY OF BIRMINGHAM WPM MONUMENT #202 (7704523).
ELEV. = 1.4320.

2. CONTRIBUTE TO COMPLEX SITUATIONS WITH WFT ENGAGEMENT, PRIOR TO CONSTRUCTION

3. ALL MATERIALS AND CONSTRUCTION TO BE IN ACCORDANCE WITH THE CURRENT 'MASTERS' MUNICIPAL CONSTRUCTION DOCUMENTS (MCD) AND THE CURRENT CITY OF RICHMOND 'SUPPLEMENTARY SPECIFICATIONS AND DETAIL DRAWINGS'.

THEORY

THE COMMISSION WILL FURNISH AN ANSWER TO THE INTERVIEWER'S REQUEST FOR INFORMATION AS SOON AS POSSIBLE. THE INTERVIEWER WILL BE NOTIFIED BY MAIL OF THE RESULTS OF THE SEARCH. THE INTERVIEWER WILL BE NOTIFIED BY MAIL OF THE RESULTS OF THE SEARCH. THE INTERVIEWER WILL BE NOTIFIED BY MAIL OF THE RESULTS OF THE SEARCH.

Over 60 Years of Service

With all of
Kodak's 35 mm film, take in character too. Kodak
ColorSlide 100 film. 800-870-8700

ALL AREAS ARE PRELIMINARY; SITE LAYOUT SUBJECT TO CITY'S APPROVAL

LOT 215, BLOCK 3 NORTH, RANGE 6 WEST, NEW WESTMINSTER DISTRICT PLAN 35002

8451 BRIDGEPORT ROAD, RICHMOND B.C.

CONCEPT
ONLY

PARKING CALCULATION:

		Allowed	PROVIDED
REQUIRED	2% MVC cars	7	1
ALLOWED	50.00% small cars	167	14

TOTAL PARKING COUNT PROVIDED				
	REG	GM	H/C	TOTAL
on grade				0
LVL1	15	2	2	19
LVL2	30	36		66
LVL3	41	34	6	81
LVL4	45	37		82
LVL5	43	40	2	85
TOTAL	174	149	10	333

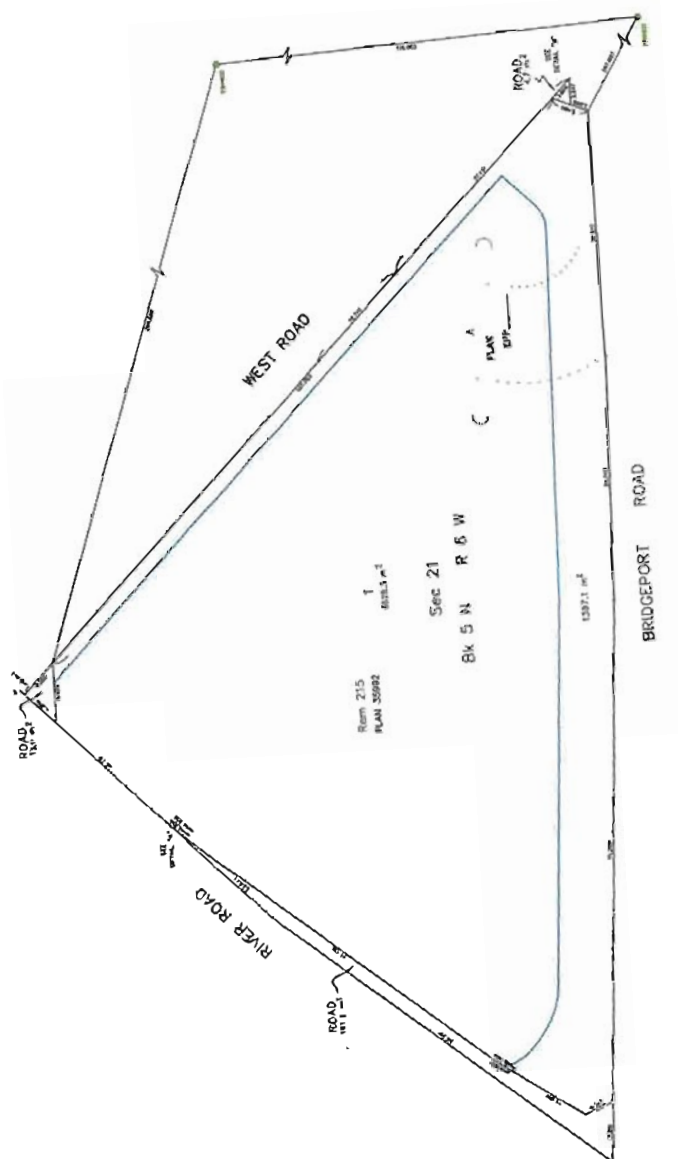
AREA HOTEL	Retail	Bar/ Restaurant	Conference Lounges	Spa/ Fitness	# of ROOMS
GROUND	3,605	2,537	2,105	-	-
2ND FLOOR	844	-	473	-	-
3RD FLOOR	-	-	3,056	-	-
4TH FLOOR	-	-	-	-	9
5TH FLOOR	-	-	-	-	9
6TH FLOOR	815	-	-	-	9
7TH FLOOR	-	-	-	-	13
8TH FLOOR	-	-	-	-	13
9TH FLOOR	-	-	-	-	13
10TH FLOOR	-	-	-	-	13
11TH FLOOR	-	-	-	-	13
12TH FLOOR	-	2,468	-	-	6
13TH FLOOR	-	-	-	-	8
14TH FLOOR	-	-	-	-	-

	5,564	5,125	6,234	-	110
TOTAL	8,722 SF		810.27 m ²		81.03
TOTAL	3,905 SF		362.77 m ²		10.88
TOTAL	stalls/guest rooms				55.00
TOTAL	2,637 SF		244.98 m ²		9.19

PARKING REQ'D		156.10
PARKING REQ'D ABOVE 2ND LEVEL		114.35
Allowed Relaxation	15 % above 2nd floor	17.15
Total Parking Required		138.94

10 Spaces/	100 m2	restaurant/meeting/ conference lounge
3 Spaces/	100 m2	Retail/ General Commerciae
1 Space /	2 rooms	
3.75 Spaces/	100 m2	Groce Leasable Floor Area + Retailing





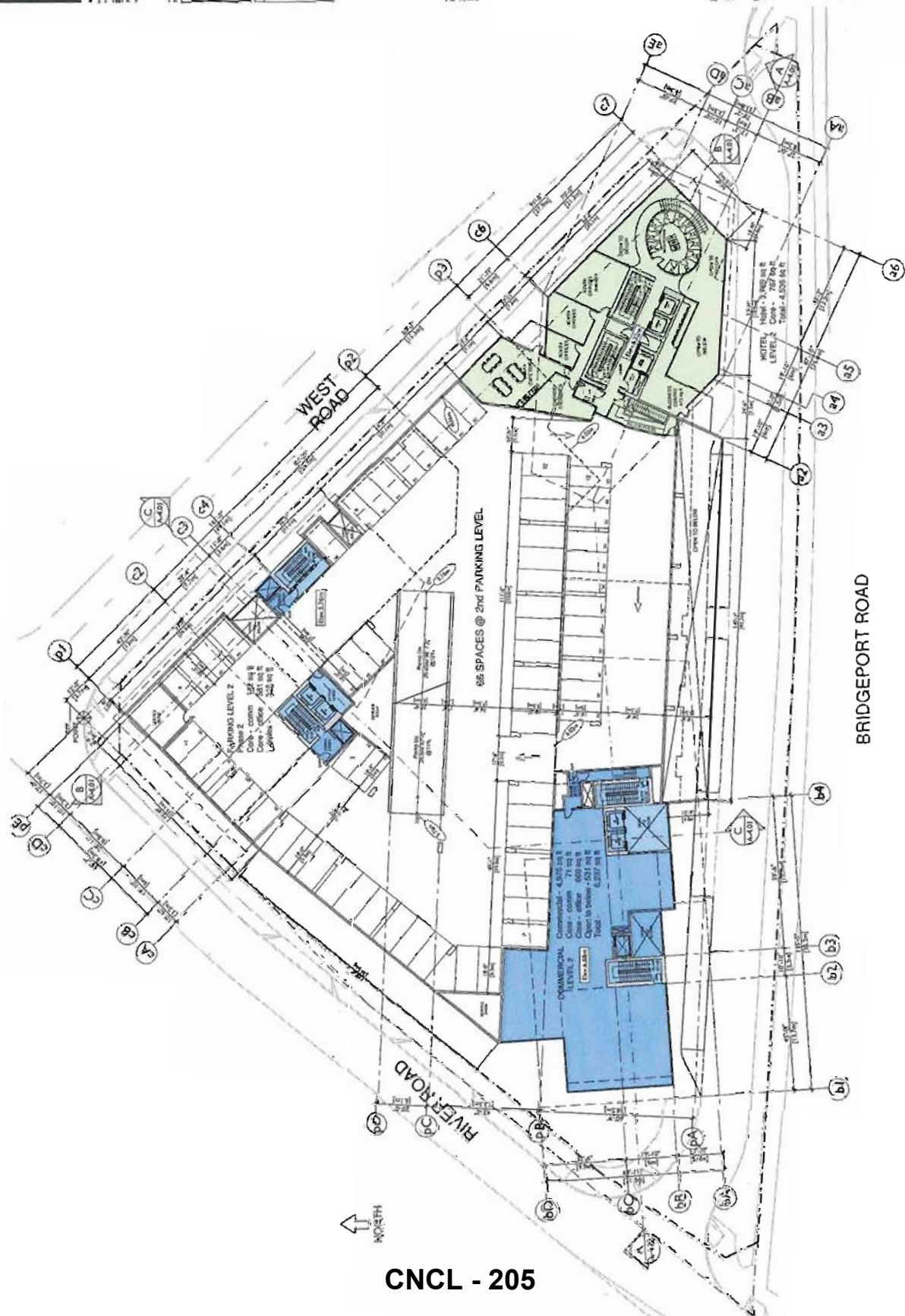
KEYWORDS: *transformation; gene expression; gene silencing; gene therapy; gene delivery; gene targeting; gene editing; gene regulation; gene function; gene structure; gene organization; gene expression; gene silencing; gene therapy; gene delivery; gene targeting; gene editing; gene regulation; gene function; gene structure; gene organization*

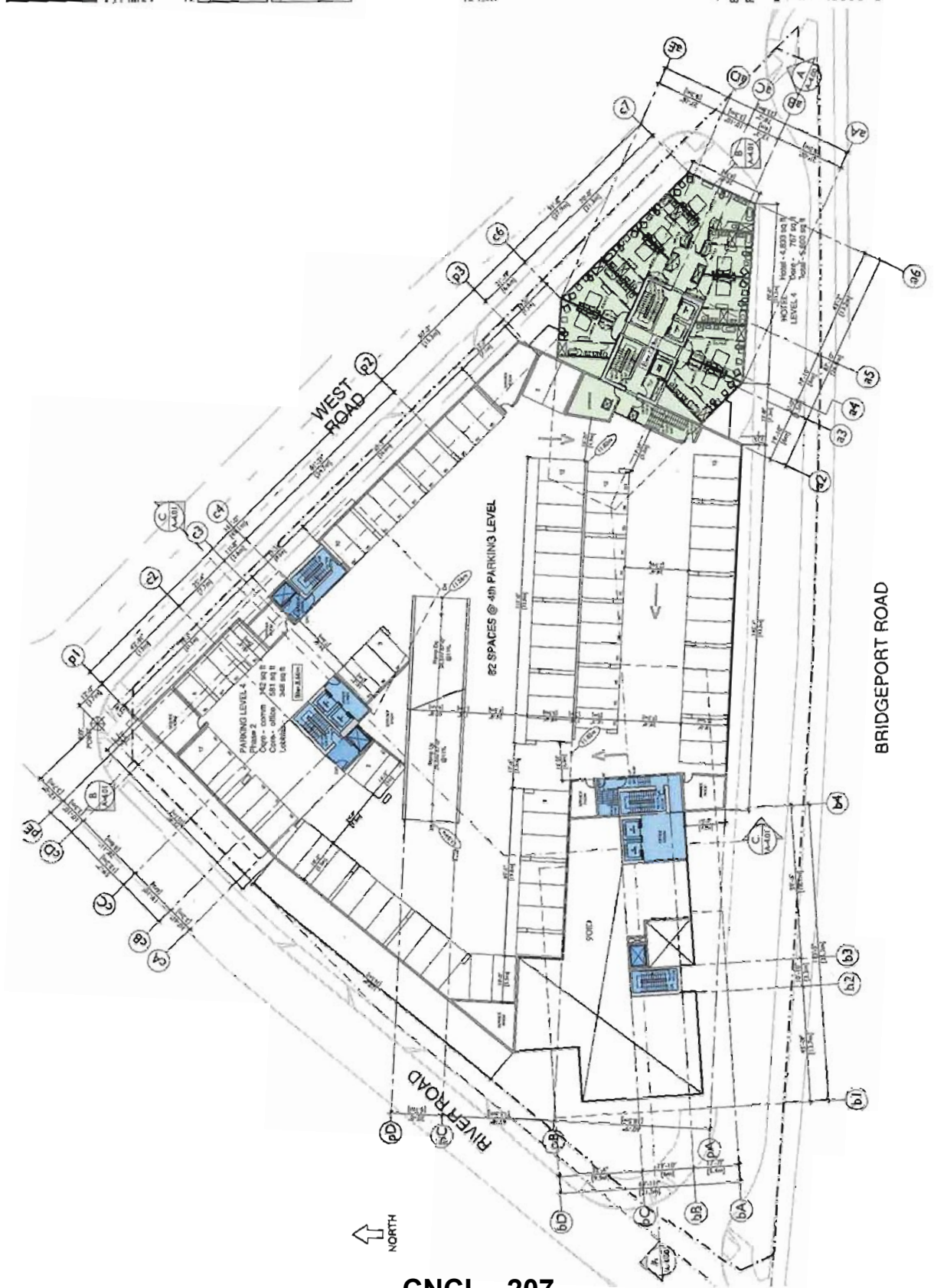
8451 BRIDGEPORT ROAD
RICHMOND, BC
FOR MYIE LTD
SURVEY

[illegible]

A-1.03









NOTES

LEGEND	NOTES
HOTEL	1. HOTEL - 4000 sq ft
COMMERCIAL	2. COMMERCIAL - 700 sq ft
OFFICE	3. OFFICE - 1000 sq ft
PARKING	4. PARKING - 85 SPACES @ 5th FLOOR
STAIR	5. STAIR - 100 sq ft
ELEVATOR	6. ELEVATOR - 100 sq ft
MECHANICAL	7. MECHANICAL - 100 sq ft
RECREATION	8. RECREATION - 100 sq ft
LANDSCAPE	9. LANDSCAPE - 100 sq ft
UTILITY	10. UTILITY - 100 sq ft
ENTRY	11. ENTRY - 100 sq ft
LOBBY	12. LOBBY - 100 sq ft
CONFERENCE	13. CONFERENCE - 100 sq ft
RESTROOM	14. RESTROOM - 100 sq ft
STORAGE	15. STORAGE - 100 sq ft
RECEPTION	16. RECEPTION - 100 sq ft
TRAINING	17. TRAINING - 100 sq ft
WORKSHOP	18. WORKSHOP - 100 sq ft
LABORATORY	19. LABORATORY - 100 sq ft
CLUBHOUSE	20. CLUBHOUSE - 100 sq ft
GYMNASIUM	21. GYMNASIUM - 100 sq ft
POOL	22. POOL - 100 sq ft
SAUNA	23. SAUNA - 100 sq ft
STEAM ROOM	24. STEAM ROOM - 100 sq ft
ICE CUBE MAKER	25. ICE CUBE MAKER - 100 sq ft
WINE CELLAR	26. WINE CELLAR - 100 sq ft
BAR	27. BAR - 100 sq ft
KITCHEN	28. KITCHEN - 100 sq ft
BREAKFAST ROOM	29. BREAKFAST ROOM - 100 sq ft
CAFETERIA	30. CAFETERIA - 100 sq ft
RESTAURANT	31. RESTAURANT - 100 sq ft
THEATRE	32. THEATRE - 100 sq ft
CONCERT HALL	33. CONCERT HALL - 100 sq ft
EXHIBITION HALL	34. EXHIBITION HALL - 100 sq ft
CONVENTION HALL	35. CONVENTION HALL - 100 sq ft
MEETING ROOM	36. MEETING ROOM - 100 sq ft
BOARD ROOM	37. BOARD ROOM - 100 sq ft
EXECUTIVE SUITE	38. EXECUTIVE SUITE - 100 sq ft
PREMIER SUITE	39. PREMIER SUITE - 100 sq ft
RESIDENTIAL SUITE	40. RESIDENTIAL SUITE - 100 sq ft
STUDIO	41. STUDIO - 100 sq ft
ART GALLERY	42. ART GALLERY - 100 sq ft
MUSEUM	43. MUSEUM - 100 sq ft
LIBRARY	44. LIBRARY - 100 sq ft
RESEARCH CENTER	45. RESEARCH CENTER - 100 sq ft
INNOVATION CENTER	46. INNOVATION CENTER - 100 sq ft
TECHNOLOGY CENTER	47. TECHNOLOGY CENTER - 100 sq ft
BIOTECHNOLOGY CENTER	48. BIOTECHNOLOGY CENTER - 100 sq ft
PHARMACEUTICAL CENTER	49. PHARMACEUTICAL CENTER - 100 sq ft
AGRICULTURE CENTER	50. AGRICULTURE CENTER - 100 sq ft
FORESTRY CENTER	51. FORESTRY CENTER - 100 sq ft
FISHERY CENTER	52. FISHERY CENTER - 100 sq ft
MINING CENTER	53. MINING CENTER - 100 sq ft
ENERGY CENTER	54. ENERGY CENTER - 100 sq ft
WATER TREATMENT CENTER	55. WATER TREATMENT CENTER - 100 sq ft
WASTE MANAGEMENT CENTER	56. WASTE MANAGEMENT CENTER - 100 sq ft
RECYCLING CENTER	57. RECYCLING CENTER - 100 sq ft
WATER REUSE CENTER	58. WATER REUSE CENTER - 100 sq ft
WASTE TO ENERGY CENTER	59. WASTE TO ENERGY CENTER - 100 sq ft
BIOMASS CENTER	60. BIOMASS CENTER - 100 sq ft
SOLAR CENTER	61. SOLAR CENTER - 100 sq ft
WIND CENTER	62. WIND CENTER - 100 sq ft
HYDRO CENTER	63. HYDRO CENTER - 100 sq ft
GEOTHERMAL CENTER	64. GEOTHERMAL CENTER - 100 sq ft
BIOMETHANE CENTER	65. BIOMETHANE CENTER - 100 sq ft
WASTE TO FUEL CENTER	66. WASTE TO FUEL CENTER - 100 sq ft
WASTE TO WATER CENTER	67. WASTE TO WATER CENTER - 100 sq ft
WASTE TO AIR CENTER	68. WASTE TO AIR CENTER - 100 sq ft
WASTE TO LAND CENTER	69. WASTE TO LAND CENTER - 100 sq ft
WASTE TO OCEAN CENTER	70. WASTE TO OCEAN CENTER - 100 sq ft
WASTE TO SPACE CENTER	71. WASTE TO SPACE CENTER - 100 sq ft
WASTE TO ENERGY CENTER	72. WASTE TO ENERGY CENTER - 100 sq ft
WASTE TO WATER CENTER	73. WASTE TO WATER CENTER - 100 sq ft
WASTE TO AIR CENTER	74. WASTE TO AIR CENTER - 100 sq ft
WASTE TO LAND CENTER	75. WASTE TO LAND CENTER - 100 sq ft
WASTE TO OCEAN CENTER	76. WASTE TO OCEAN CENTER - 100 sq ft
WASTE TO SPACE CENTER	77. WASTE TO SPACE CENTER - 100 sq ft
WASTE TO ENERGY CENTER	78. WASTE TO ENERGY CENTER - 100 sq ft
WASTE TO WATER CENTER	79. WASTE TO WATER CENTER - 100 sq ft
WASTE TO AIR CENTER	80. WASTE TO AIR CENTER - 100 sq ft
WASTE TO LAND CENTER	81. WASTE TO LAND CENTER - 100 sq ft
WASTE TO OCEAN CENTER	82. WASTE TO OCEAN CENTER - 100 sq ft
WASTE TO SPACE CENTER	83. WASTE TO SPACE CENTER - 100 sq ft
WASTE TO ENERGY CENTER	84. WASTE TO ENERGY CENTER - 100 sq ft
WASTE TO WATER CENTER	85. WASTE TO WATER CENTER - 100 sq ft
WASTE TO AIR CENTER	86. WASTE TO AIR CENTER - 100 sq ft
WASTE TO LAND CENTER	87. WASTE TO LAND CENTER - 100 sq ft
WASTE TO OCEAN CENTER	88. WASTE TO OCEAN CENTER - 100 sq ft
WASTE TO SPACE CENTER	89. WASTE TO SPACE CENTER - 100 sq ft
WASTE TO ENERGY CENTER	90. WASTE TO ENERGY CENTER - 100 sq ft
WASTE TO WATER CENTER	91. WASTE TO WATER CENTER - 100 sq ft
WASTE TO AIR CENTER	92. WASTE TO AIR CENTER - 100 sq ft
WASTE TO LAND CENTER	93. WASTE TO LAND CENTER - 100 sq ft
WASTE TO OCEAN CENTER	94. WASTE TO OCEAN CENTER - 100 sq ft
WASTE TO SPACE CENTER	95. WASTE TO SPACE CENTER - 100 sq ft
WASTE TO ENERGY CENTER	96. WASTE TO ENERGY CENTER - 100 sq ft
WASTE TO WATER CENTER	97. WASTE TO WATER CENTER - 100 sq ft
WASTE TO AIR CENTER	98. WASTE TO AIR CENTER - 100 sq ft
WASTE TO LAND CENTER	99. WASTE TO LAND CENTER - 100 sq ft
WASTE TO OCEAN CENTER	100. WASTE TO OCEAN CENTER - 100 sq ft

REVISIONS

8451 BRIDGEPORT ROAD
RICHMOND, BC

FOR MYTIE LTD.
LEVEL 5

DATE: 10/10/2011
DRAWN BY: JMS
CHECKED BY: JMS
APPROVED BY: JMS

A-2.05





LEGEND
HOTEL
COMMERCIAL
OFFICE

NOTES:
1. ALL DIMENSIONS ARE IN METERS.
2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED.
3. ALL DIMENSIONS ARE TO BE VERIFIED BY THE CONTRACTOR.
4. ALL DIMENSIONS ARE TO BE VERIFIED BY THE CONTRACTOR.

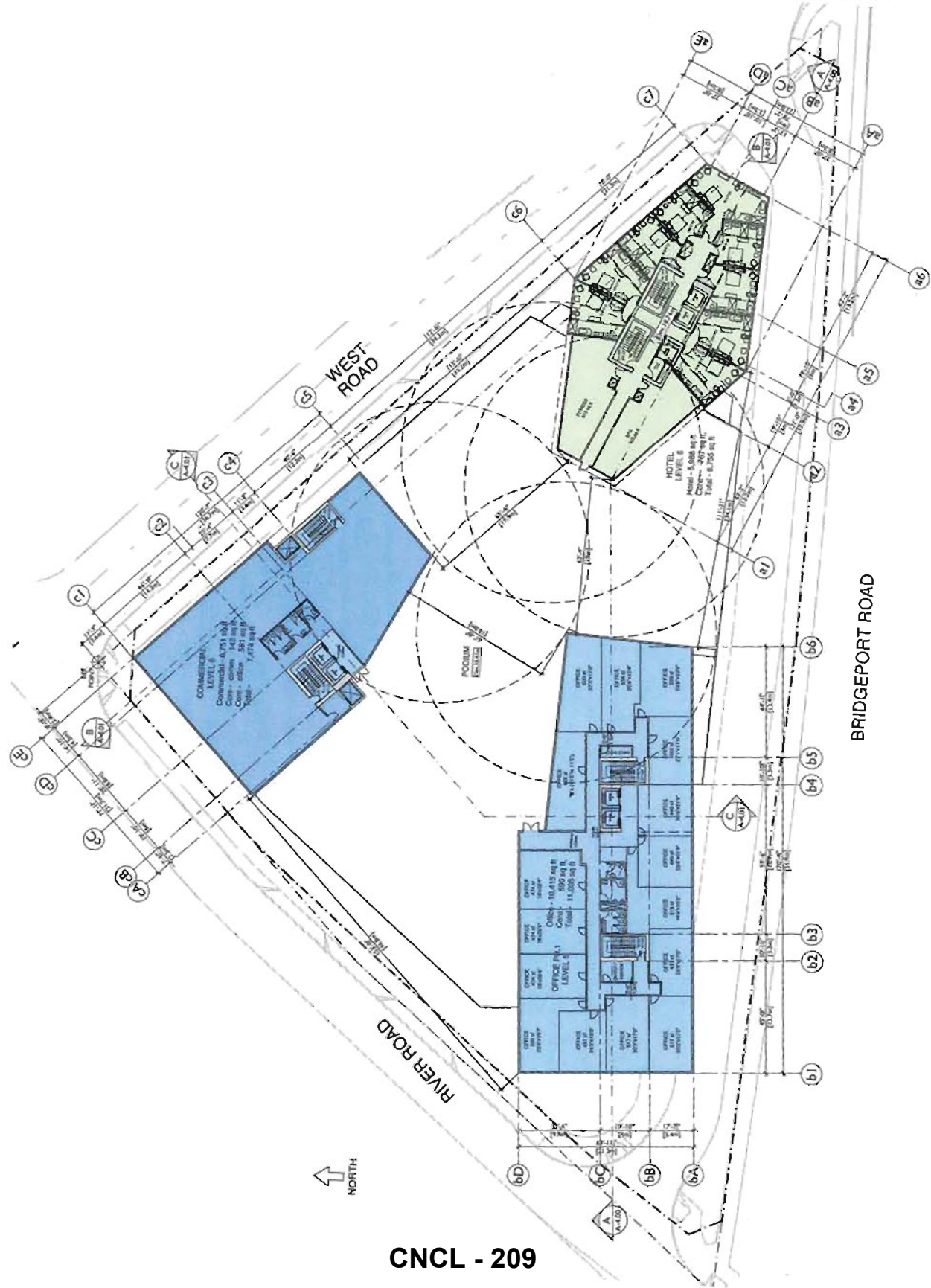
8451 BRIDGEPORT ROAD
RICHMOND, BC

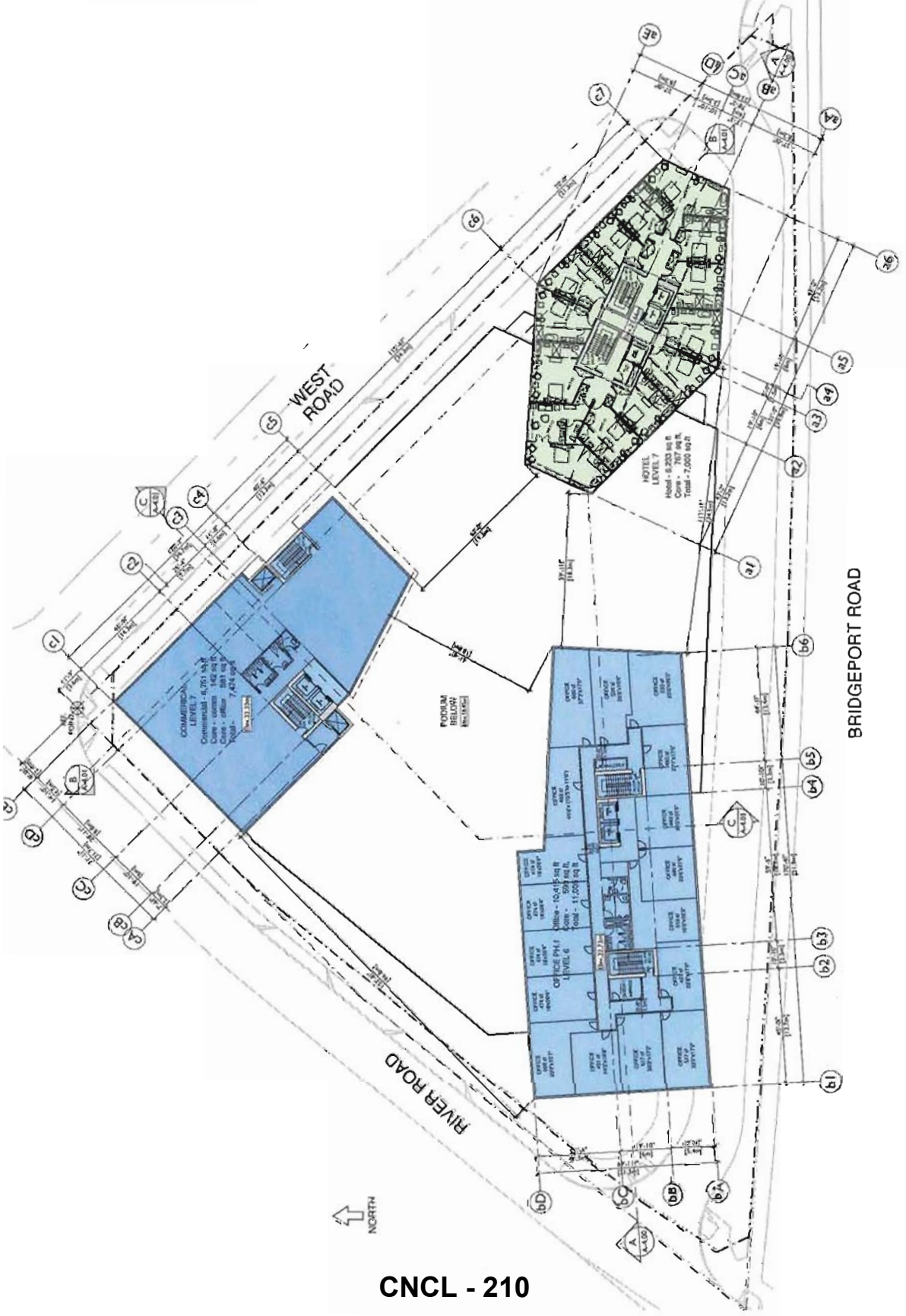
FOR MYTEL LTD

LEVEL 6

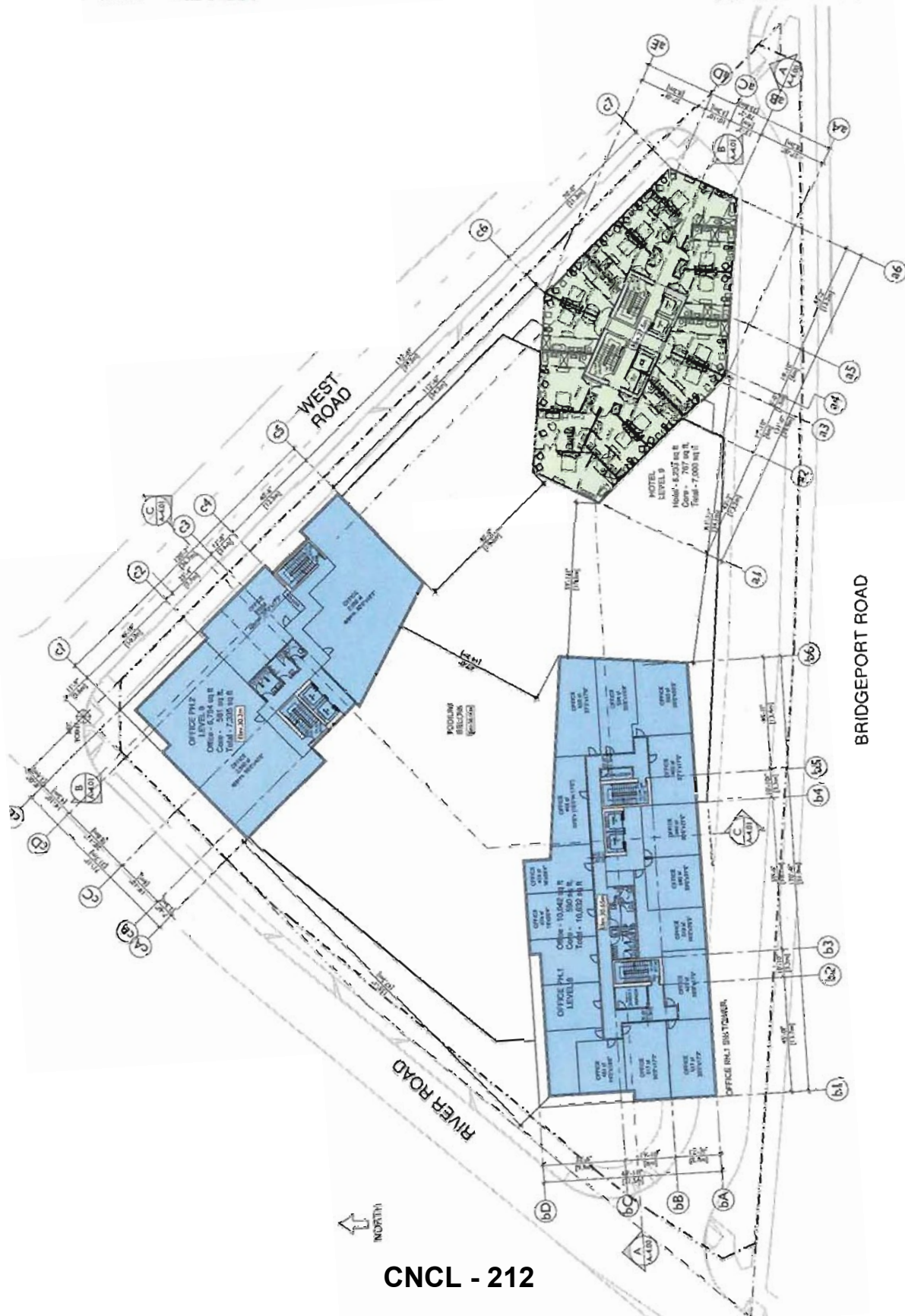
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DESIGNED BY	1145
CHECKED BY	
DATE	11/04/00

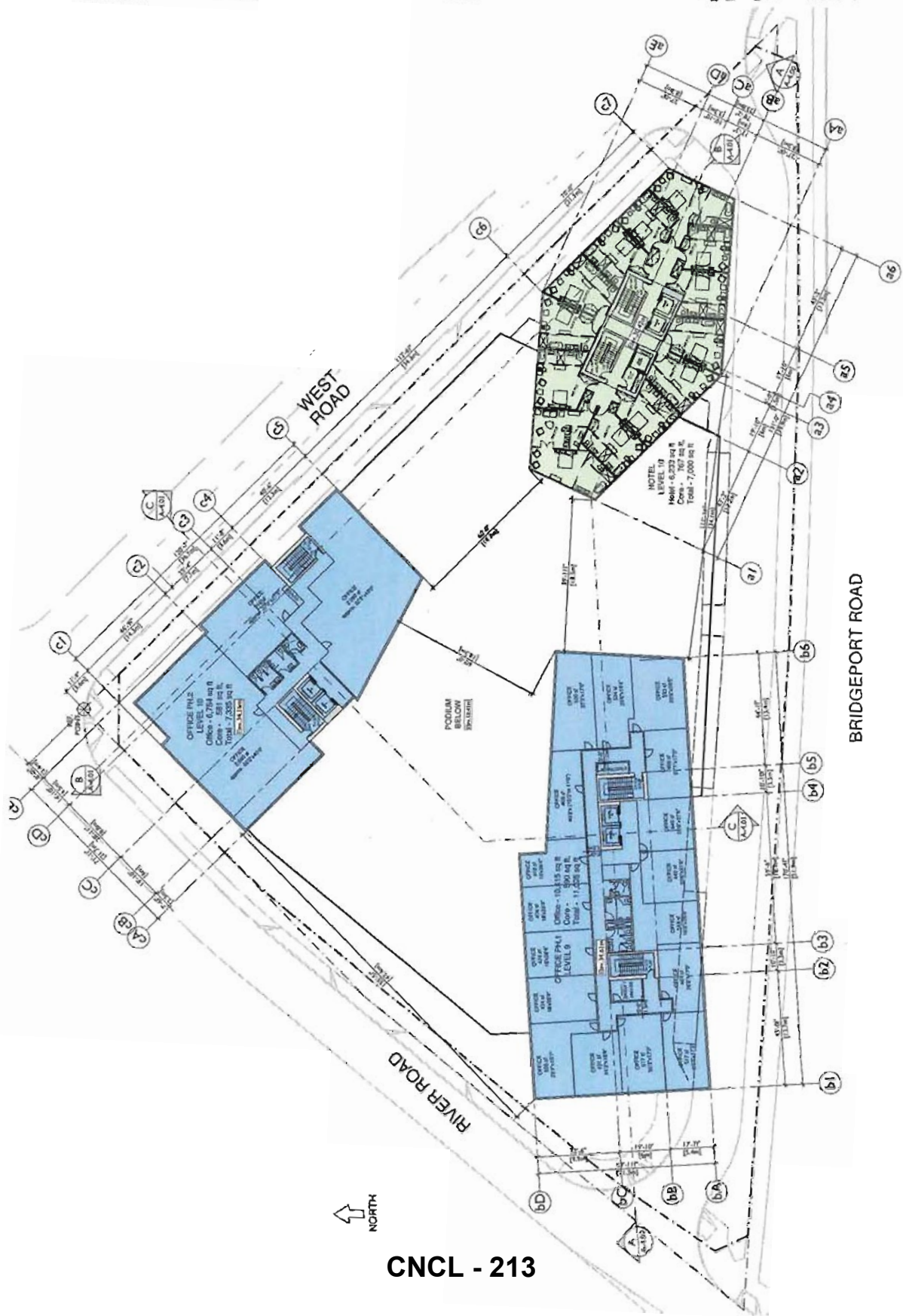
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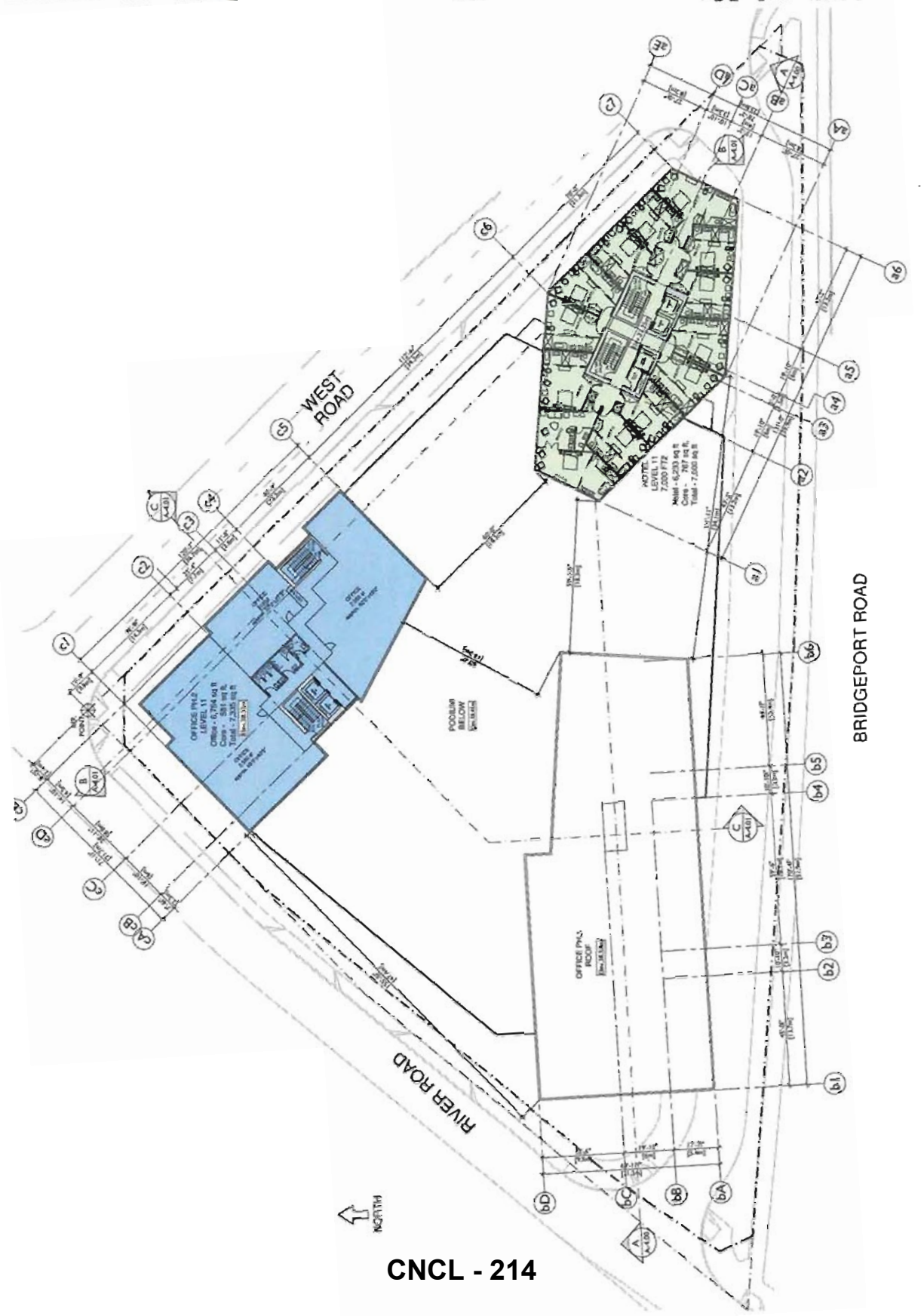


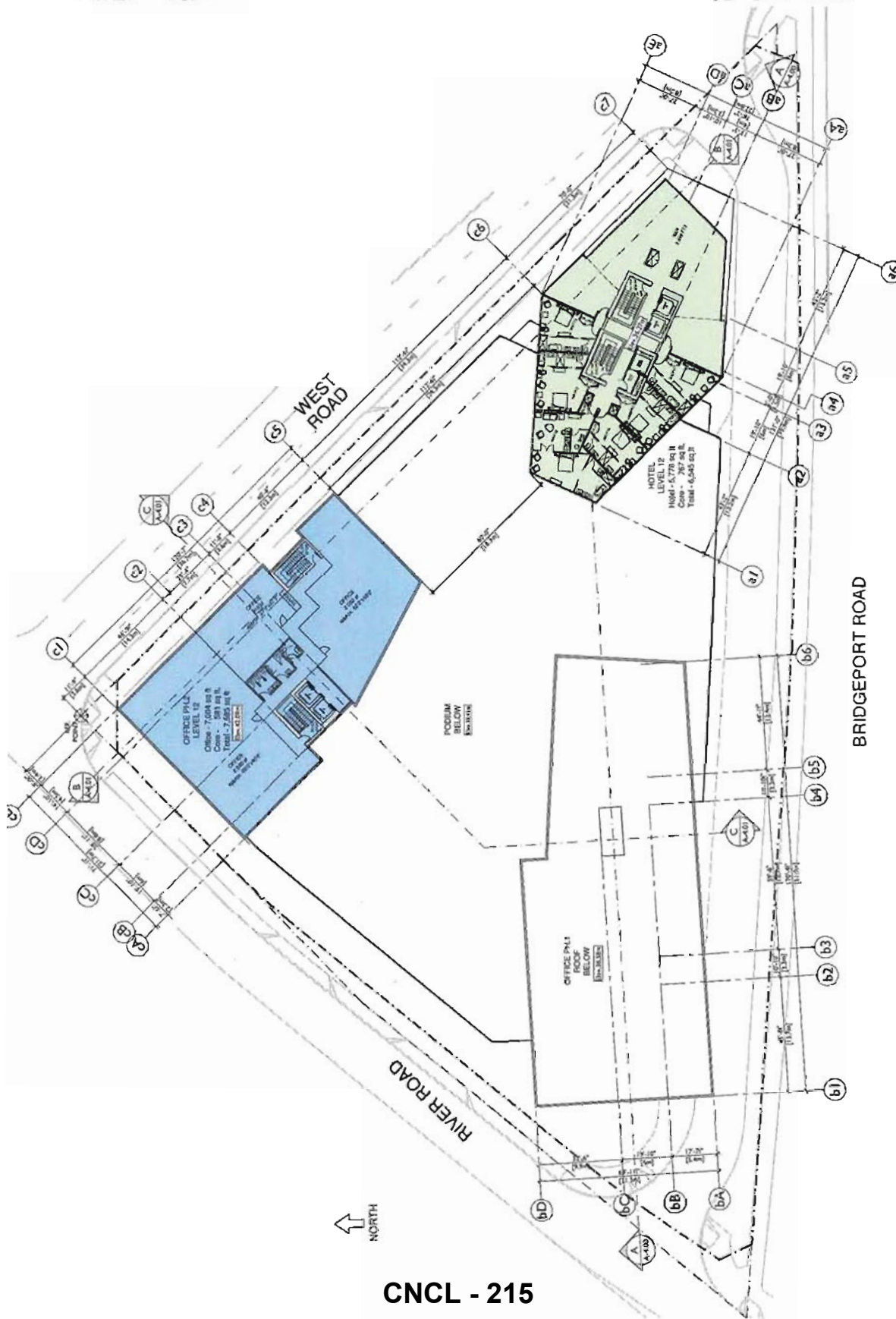


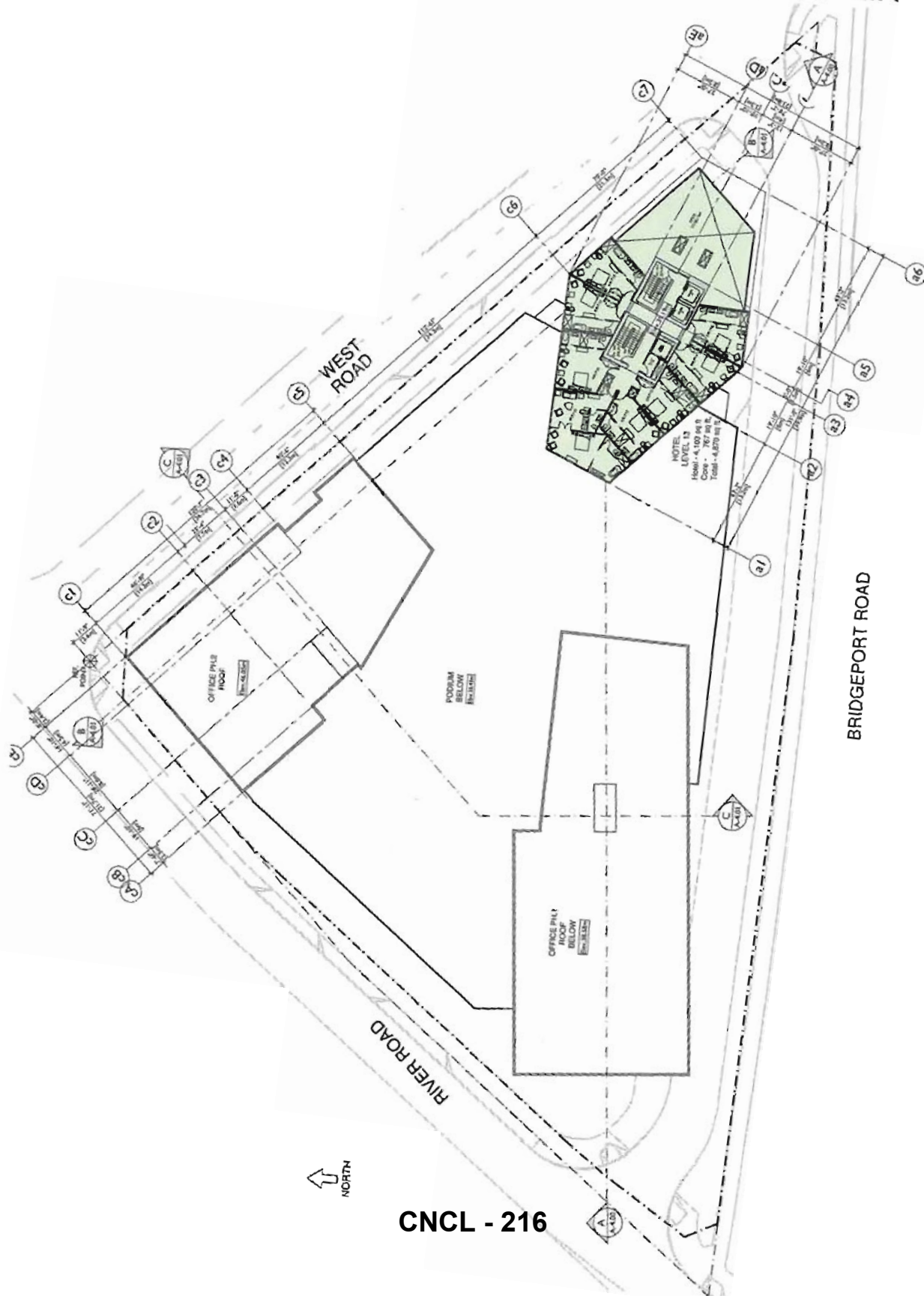












**8451 BRIDGEPORT ROAD
RICHMOND, BC**

FOR MYIE LTD

LEVEL 13

20

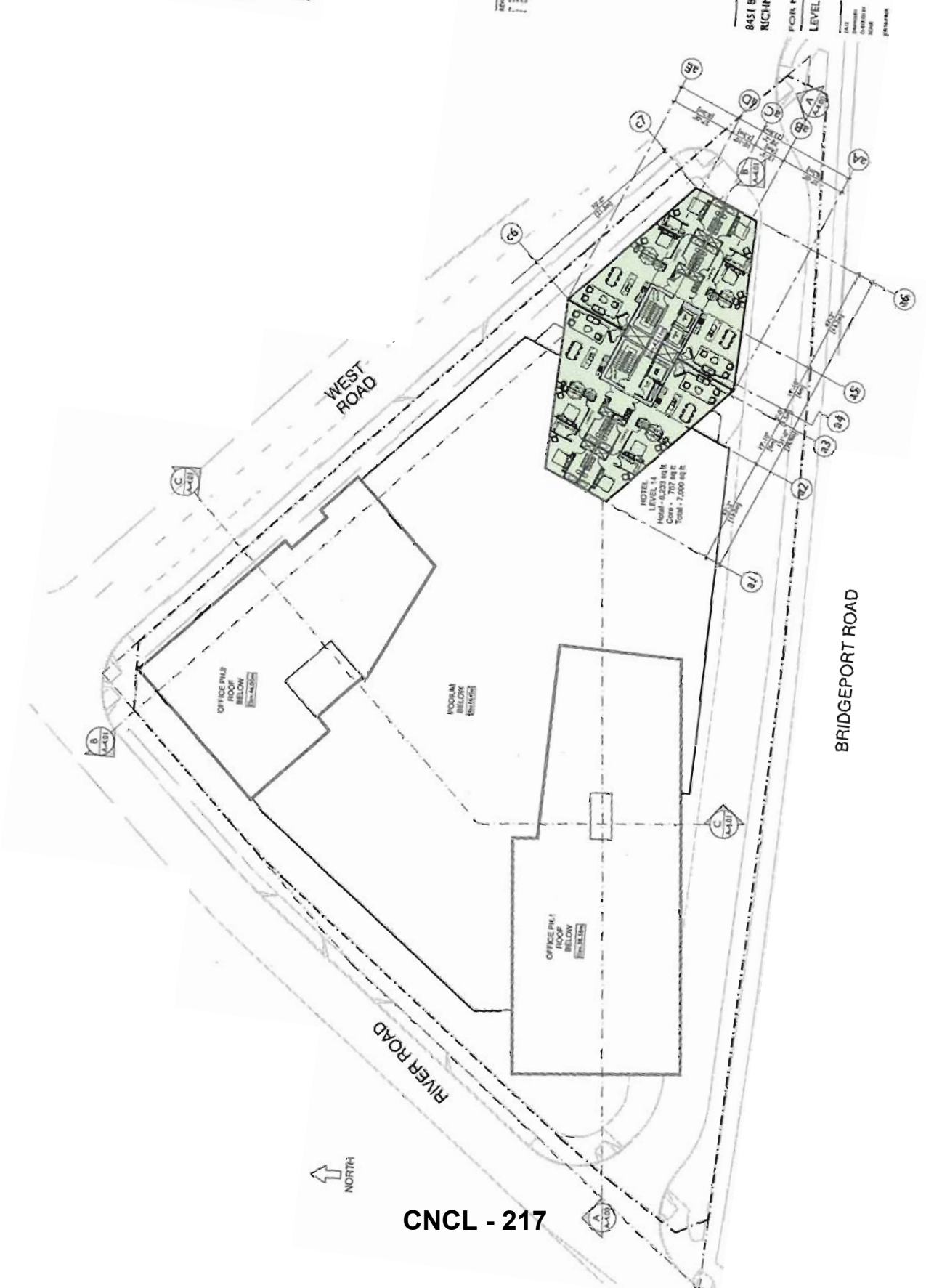
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A-2.13



gBL
Geotechnical Engineering
1000 West 10th Street
Suite 100
Anchorage, Alaska 99501
Phone: (907) 562-1111
Fax: (907) 562-1112
www.gbl-engineers.com

LEGEND
HOTEL
COMMERCIAL
OFFICE



REVISIONS
1. 10/1/14
2. 10/1/14
3. 10/1/14
4. 10/1/14
5. 10/1/14
6. 10/1/14
7. 10/1/14
8. 10/1/14
9. 10/1/14
10. 10/1/14

8451 BRIDGEPORT ROAD
RICHMOND, BC

FOR MYIE LTD
LEVEL 14

DATE: 10/1/14
DRAWN: [Name]
CHECKED: [Name]
SCALE: 1/145
PROJECT: [Name]

A-2.14



CNCL - 217



gBL
 5 Pk. UNIVERSITY TRL.
 RICHMOND, BC V6X 1A6
 TEL: (604) 273-8888
 FAX: (604) 273-8889
 WWW.GBL.COM

NOTES
 1. REFER TO PLAN FOR
 LOCATION OF
 CONCRETE
 FOUNDATION
 WALLS

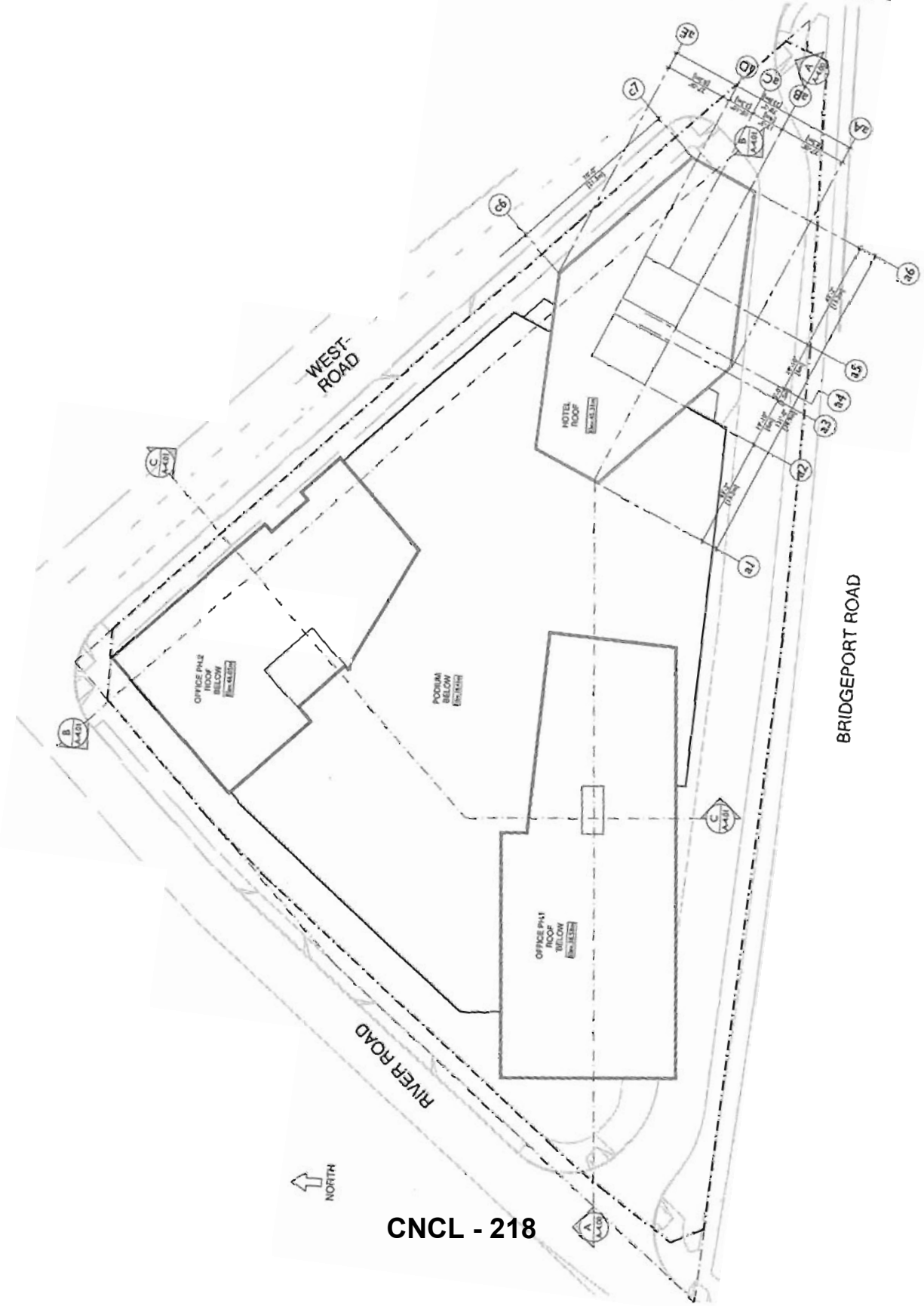
LEGEND
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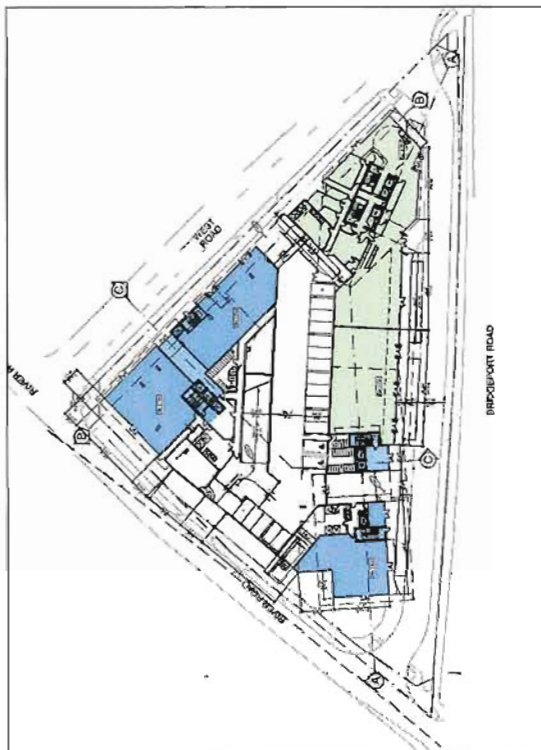
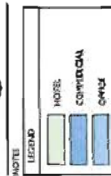
REVISIONS
 1. 11/11/15
 2. 11/11/15
 3. 11/11/15

8451 BRIDGEPORT ROAD
 RICHMOND, BC
 FOR MYIE LTD
 ROOF LEVEL

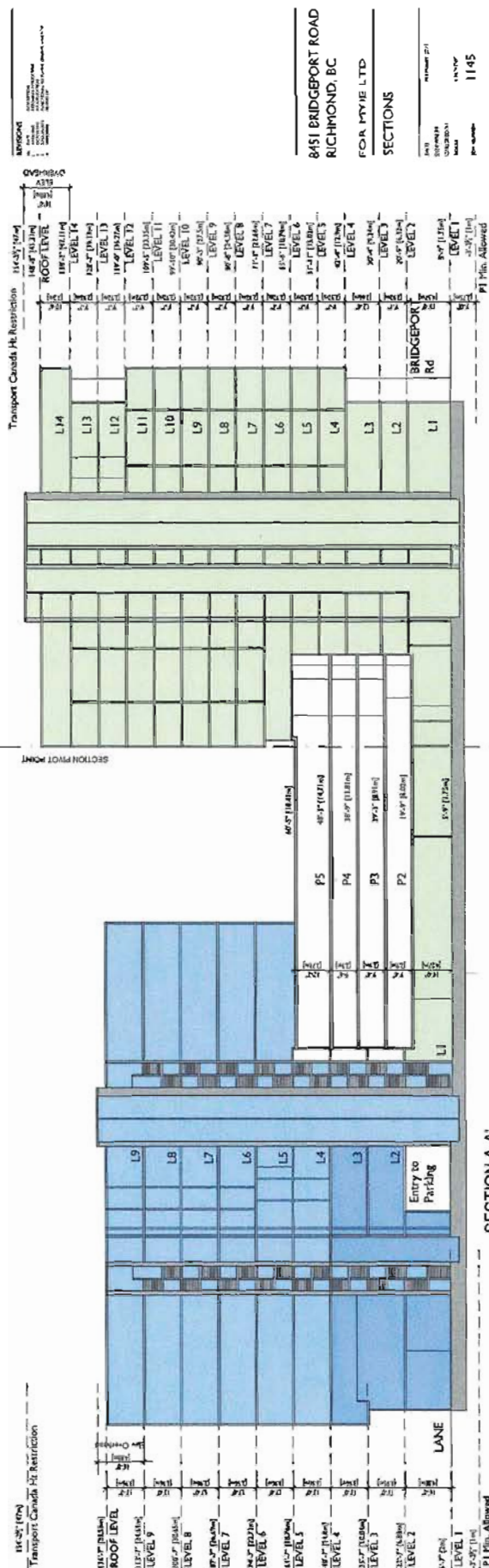
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 DATE: 11/11/15
 EXAMINED BY: [blank]

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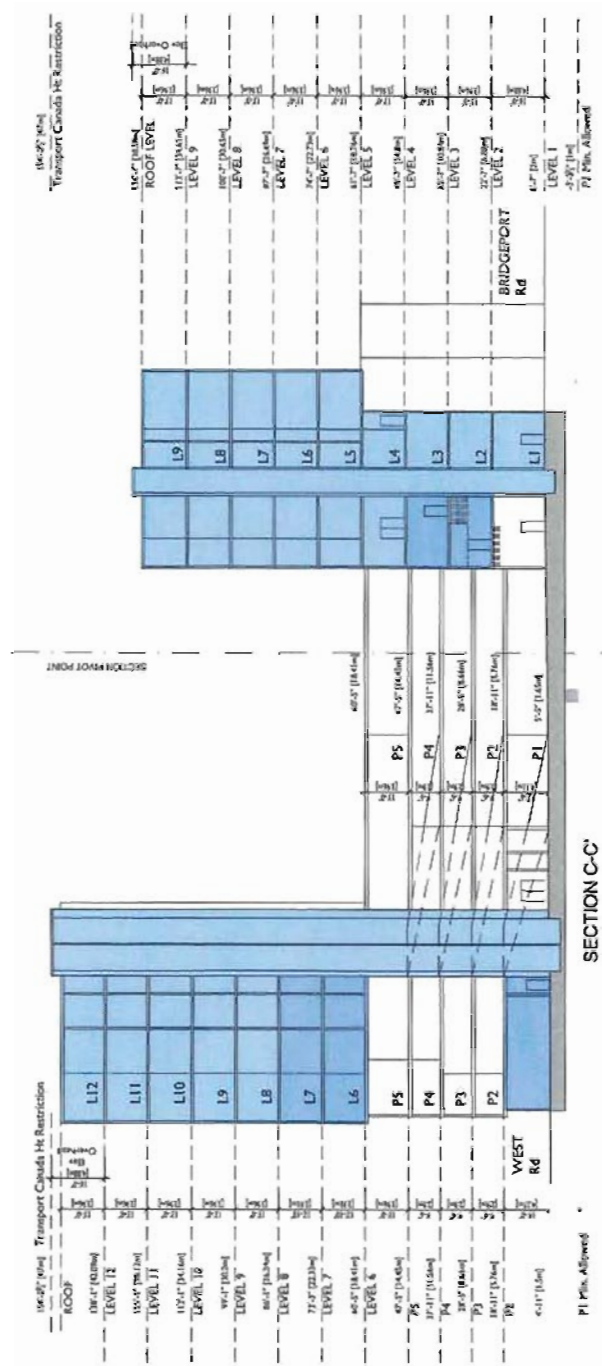
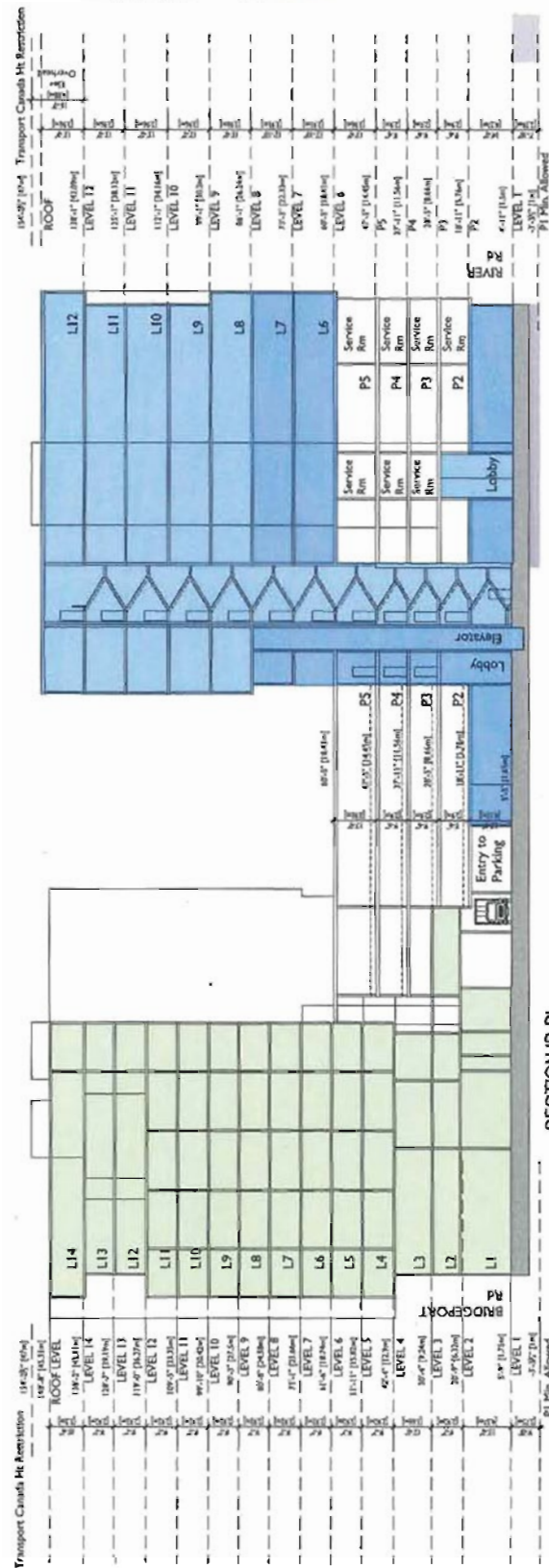




KEY PLAN

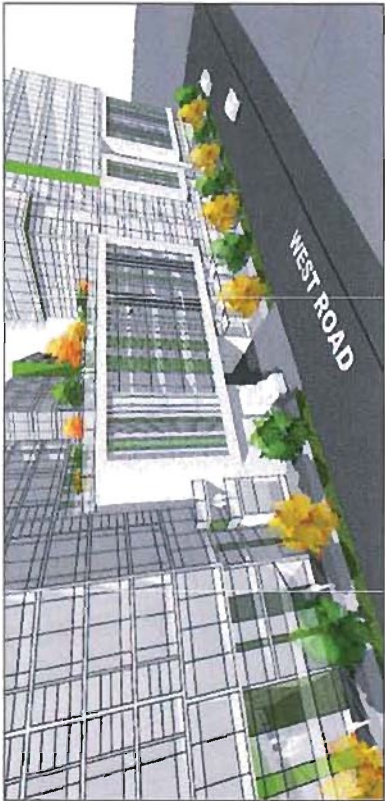


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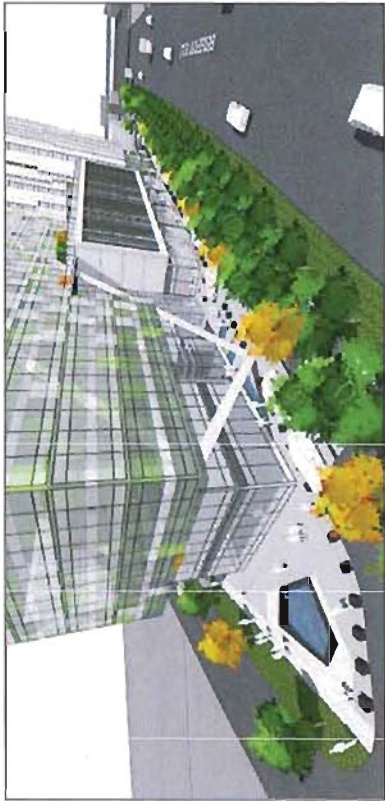
VIEW WEST ALONG HOTEL ATRIUM AND COMMERCIAL FRONTAGE



VIEW SOUTH WEST ALONG WEST ROAD



STREET VIEW LOOKING NORTH WEST



VIEW NORTH EAST OF THE COMMERCIAL BASE AND OFFICE COMPONENT

100-2775 WILSON BLVD
SUITE 100
VANCOUVER, BC V6L 1A1
TEL: 604-275-1111
WWW.CONSIDEREDDESIGN.COM

GENERAL NOTES

1. ALL PLANTING SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITION OF THE BC HORTICULTURE SOCIETY'S PLANTING GUIDE.
2. PLANTING SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITION OF THE BC HORTICULTURE SOCIETY'S PLANTING GUIDE.
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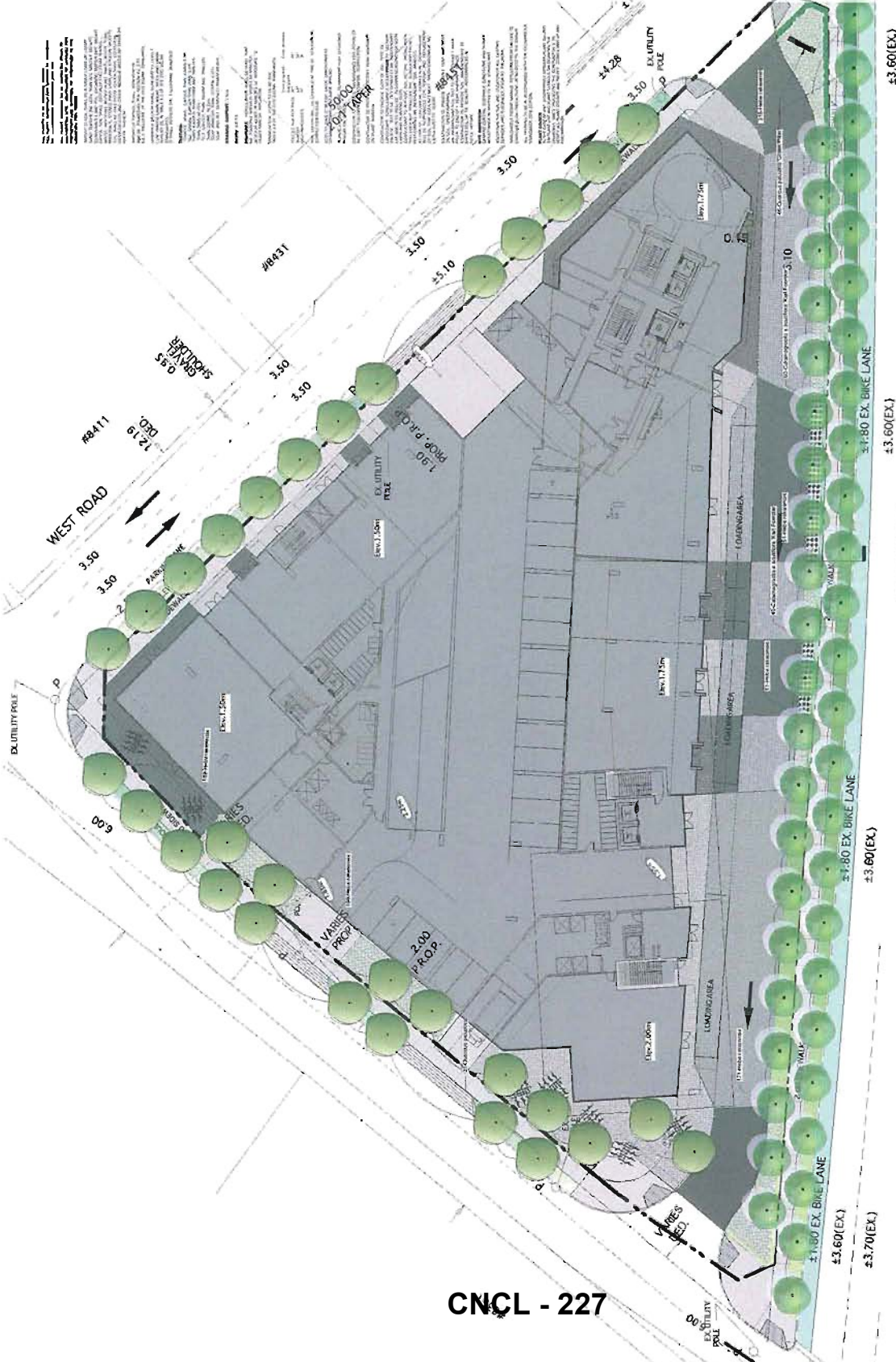
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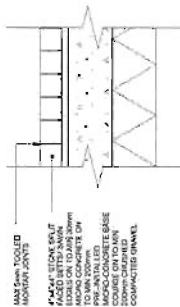
CNCL - 227

PLANT SCHEDULE LEVEL 1

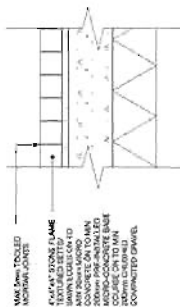
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102	100	Thuja occidentalis 'Smaragd'	Smaragd Thuja	40' DBH	For 100' DBH
103	100	Juniperus horizontalis 'Blue Chip'	Blue Chip Juniper	40' DBH	For 100' DBH
104	100	Yucca filamentosa 'Lanceolata'	Lanceolata Yucca	40' DBH	For 100' DBH
105	100	Quercus laevis	Laevis Oak	40' DBH	For 100' DBH
106	100	Quercus prinus	Prinus Oak	40' DBH	For 100' DBH
107	100	Quercus robur	Robur Oak	40' DBH	For 100' DBH
108	100	Quercus petraea	Petraea Oak	40' DBH	For 100' DBH
109	100	Quercus agrifolia	Agriifolia Oak	40' DBH	For 100' DBH
110	100	Quercus macrocarpa	Macrocarpa Oak	40' DBH	For 100' DBH



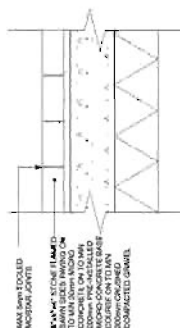
1114



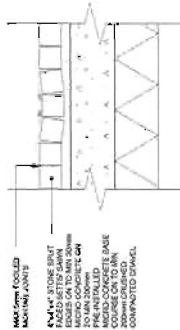
4" SQUARE SPLIT SETTS
Scale: 1:10



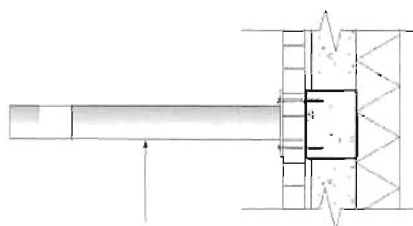
1/4" SQUARE FLAME TEXTURED SETTS
Scale: 1/8" = 1'-0"



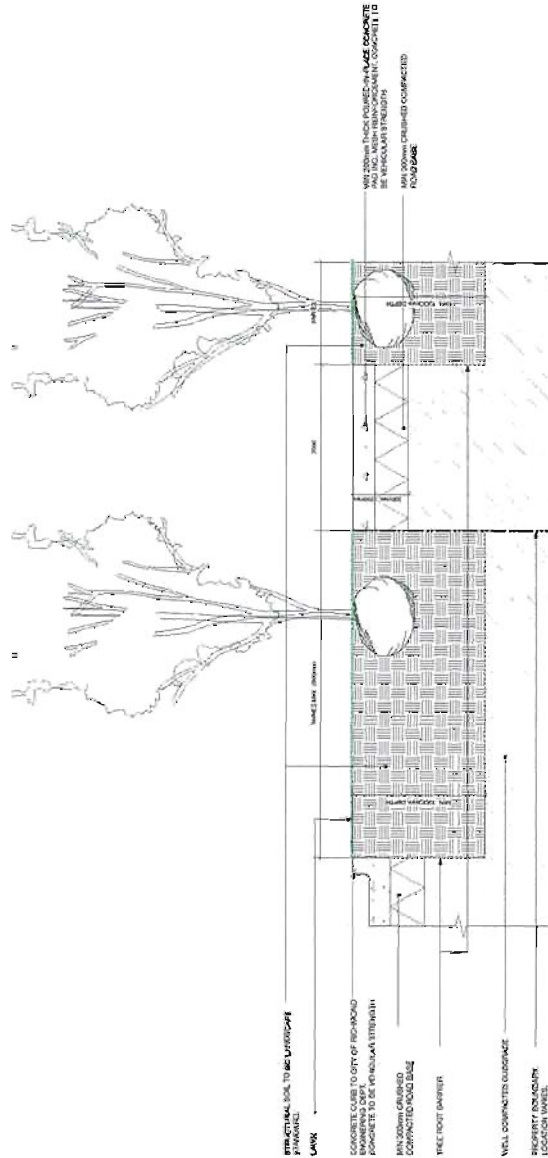
18" SQUARE STONE PAVING
Scale: 1"=10'



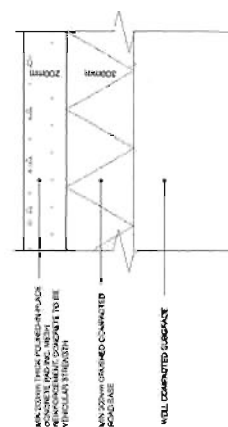
4" SQUARE SPLIT SETTS DRAINAGE CHANNEL
Scale: 1:10



STEEL BOLLARD
Scale: 1:10



• TYPICAL DETAIL SECTION THROUGH BOULEVARD
Scale: 1/20



INSITU CONCRETE
Scale: 1:10

Location	Depth	DZ (Q.1)
	0.1m	

Project	840 YERGENPORT ROAD DEPT. OF PD/N
Legal	LOT 13, BLOCK 4 NORTH MANCHESTER WALK, NEW WEST DISTRICT PLAN 25592
Issuing	LEVEL 1 - JYFICAL DETAILS



scale	
A3 31404N	
drawn	
JH	
checked	
JH	
reference	
2011.11.02	

L1-L6

800-377-8474 ext. 1000
 www.377.org
 377.org

general advice

This drawing is an instrument to assist, not replace, the property manager's design. It will not be a replacement for the judgement of a competent design firm.

An advantage shown in this drawing is the space between the property and the street, which is not a standard design.

Size of hole at
measurement site in 2nd category sedimentary bag is indicative
of the degree of bag stretching. Any bag containing
possibly weak sedimentary bag tip pieces but no sedimentary tip
pieces is in the 3rd category.

baseline	effect
cup before	30.10.12
cup after	30.10.12
cup after	30.10.12

STRENGTH OF

revision	date
	04.10.12

CHENYU TIAN, 32100 ROAD DEVELOPMENT
TIANJIN

Legal
LOT 17A, BLOCK 8 NORTH, RANGE 6 WEST,
NEW WEST DISTRICT PLAN 28992

1000

LEVEL 5, TYPICAL DETAILS

1

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84338
A 31 313.37 104.36₀

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112

21*
 reference @
 22/23 24 25 26 27

Submitted

97-97



500 - 2770 HIGHWAY 104
 SUITE 100
 VANCOUVER, BC
 V6B 4Y6
 TEL: 604-275-1414
 WWW.CONSIDEREDDESIGN.COM

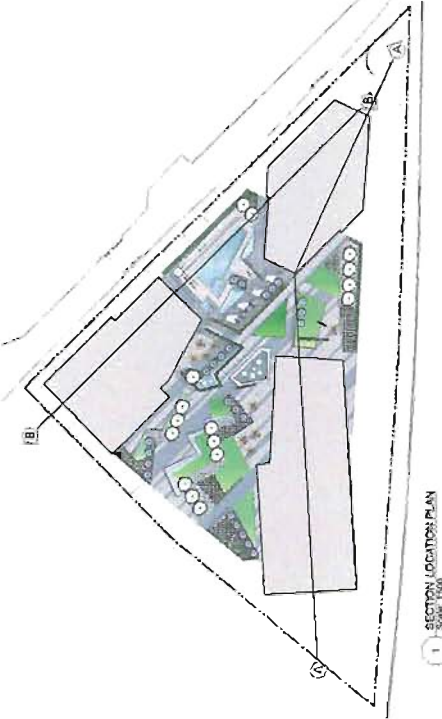
GENERAL NOTES

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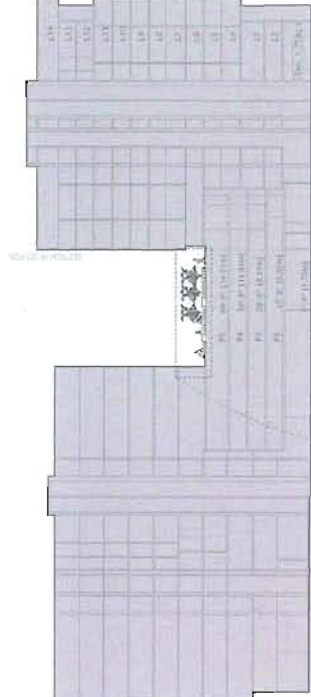
DO NOT SCALE DRAWING

Any dimensions shown on this drawing shall be taken from the original drawing. Any dimensions shown on this drawing shall be taken from the original drawing. Any dimensions shown on this drawing shall be taken from the original drawing.

DATE
 06.10.17
BY
 J. L. L.



1 SECTION LOCATION PLAN
 SCALE: 1:500



2 SECTION A-A'
 SCALE: 1:50

CNCL - 232

PROJECT
 MAY BRIDGEPORT ROAD DEVELOPMENT

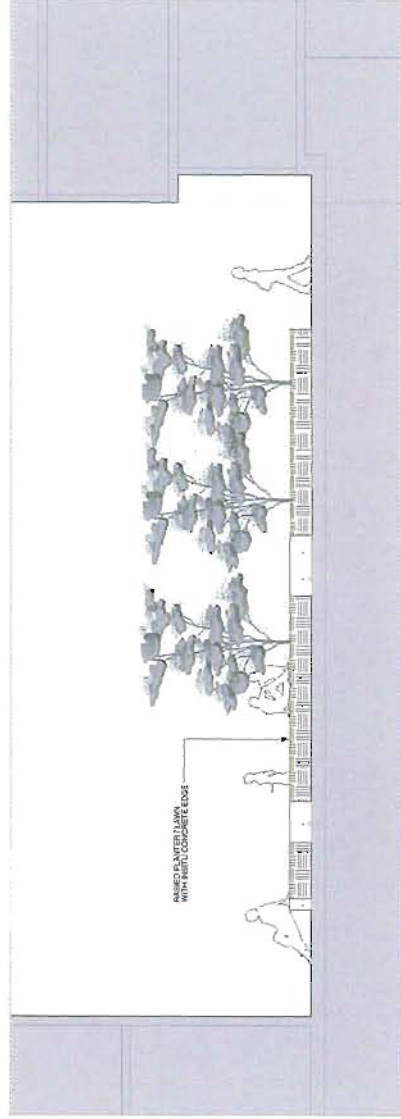
LOCATION
 LOT 2115, BLOCK 1 NORTH, RANGE 8 WEST,
 ALBERTA DISTRICT PLAN 55962

DRAWING
 LEVELS, LANDSCAPE SECTIONS



DESIGNER
 J. L. L.
CHECKED
 J. L. L.
DATE
 06.10.17

16 L7



3 SECTION A-A' DETAIL
 SCALE: 1:50

500 - 2775 Highway Street
 Suite 100
 North Vancouver
 BC V8N 4A1
 604-279-4413
 www.considereddesign.com

GENERAL NOTES

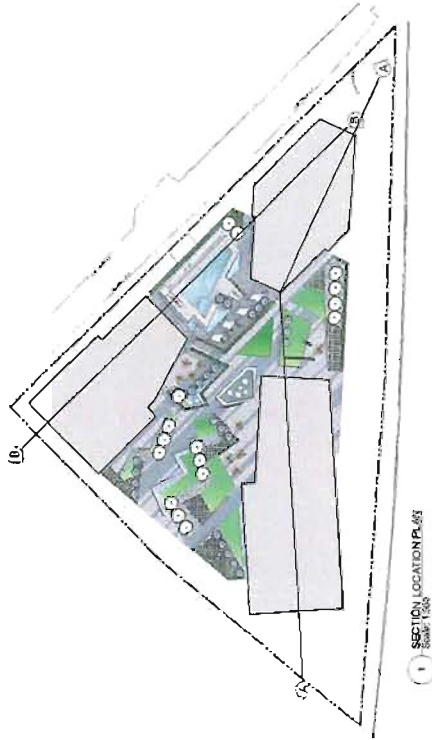
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DO NOT SCALE FROM THIS DRAWING

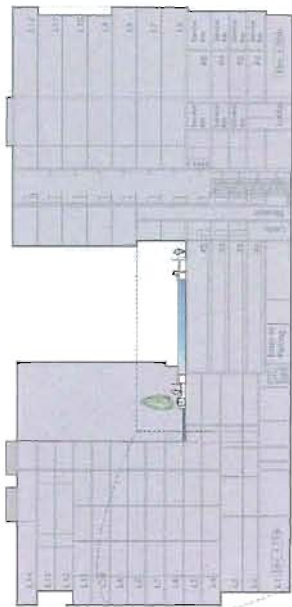
ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED. ANY DIMENSIONS NOTED TO FACE SHALL BE TO THE CENTERLINE OF THE ELEMENT.

REVISIONS
 NO. DATE
 01 10/10/18
 02 10/10/18

REVISIONS
 NO. DATE
 01 10/10/18



1 SECTION LOCATION PLAN
 Scale: 1/500



SECTION 'B-B'

2 SECTION B-B'

PROJECT
 3401 BRIDGEPORT ROAD DEVELOPMENT

LEGAL
 LOT 215, BLOCK 4, NORTH, PARCELS 8, WEST,
 NEW WEST DISTRICT PLAN 33840

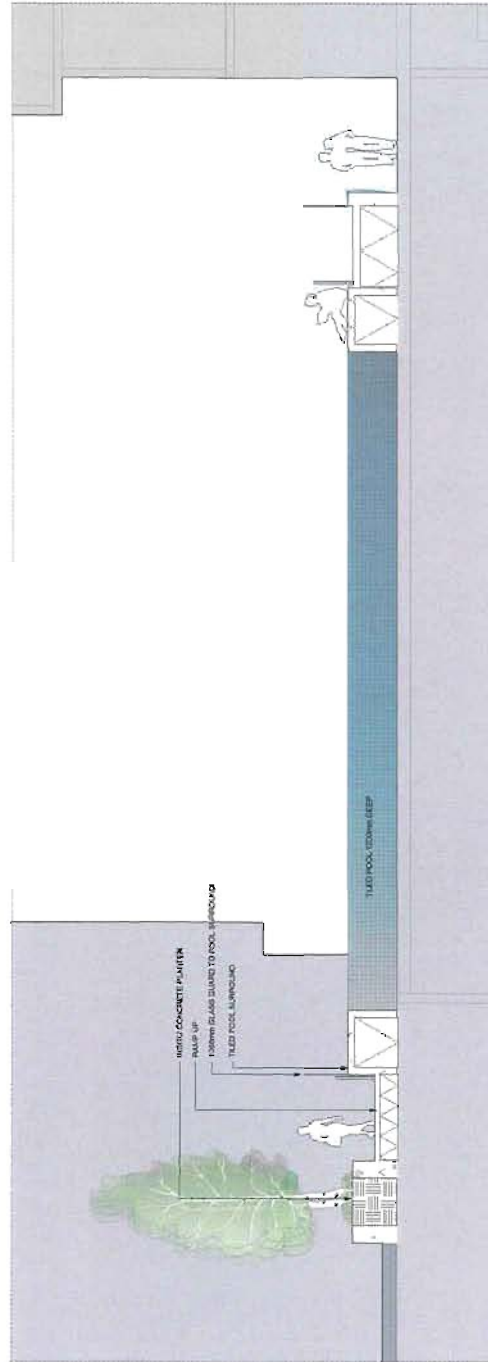
DRAWING
 LEVELS & LANDSCAPE SECTIONS

DATE



SCALE
 AS SHOWN
 DRAWN
 CHECKED
 APPROVED
 2011.11.12
 10/10/18

L6_L7.1



3 SECTION B-B' DETAIL
 Scale: 1/50



**Richmond Official Community Plan Bylaw 7100
Amendment Bylaw 9065 (RZ 12-605272)
8451 Bridgeport Road and Surplus City Road**

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

1. Richmond Official Community Plan Bylaw 7100, Schedule 2.10 (City Centre Area Plan) is amended by:
 - a) Repealing the existing land use designation in the Generalized Land Use Map (2031) thereof for that area shown cross-hatched on “Schedule “A” attached to and forming part of Bylaw 9065”, and by designating it “Urban Centre T5”.
 - b) In the Generalized Land Use Map (2031) thereof, designating along the west and east property lines of 8451 Bridgeport Road “Proposed Streets”.
 - c) Repealing the existing land use designation in the Specific Land Use Map: Bridgeport Village (2031) thereof for that area shown cross-hatched on “Schedule “A” attached to and forming part of Bylaw 9065”, and by designating it “Urban Centre T5 (45m)”.
 - d) In the Specific Land Use Map: Bridgeport Village (2031) thereof, designating along the west and east property lines of 8451 Bridgeport Road “Proposed Streets”.
 - e) In the Specific Land Use Map: Bridgeport Village (2031) thereof, designating along the east property line of 8451 Bridgeport Road “Pedestrian-Oriented Retail Precincts-Secondary Retail Streets & Linkages”.
 - f) Making various text and graphic amendments to ensure consistency with the Generalized Land Use Map (2031) and Specific Land Use Map: Bridgeport Village (2031) as amended.

2. This Bylaw may be cited as **“Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 9065”**.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

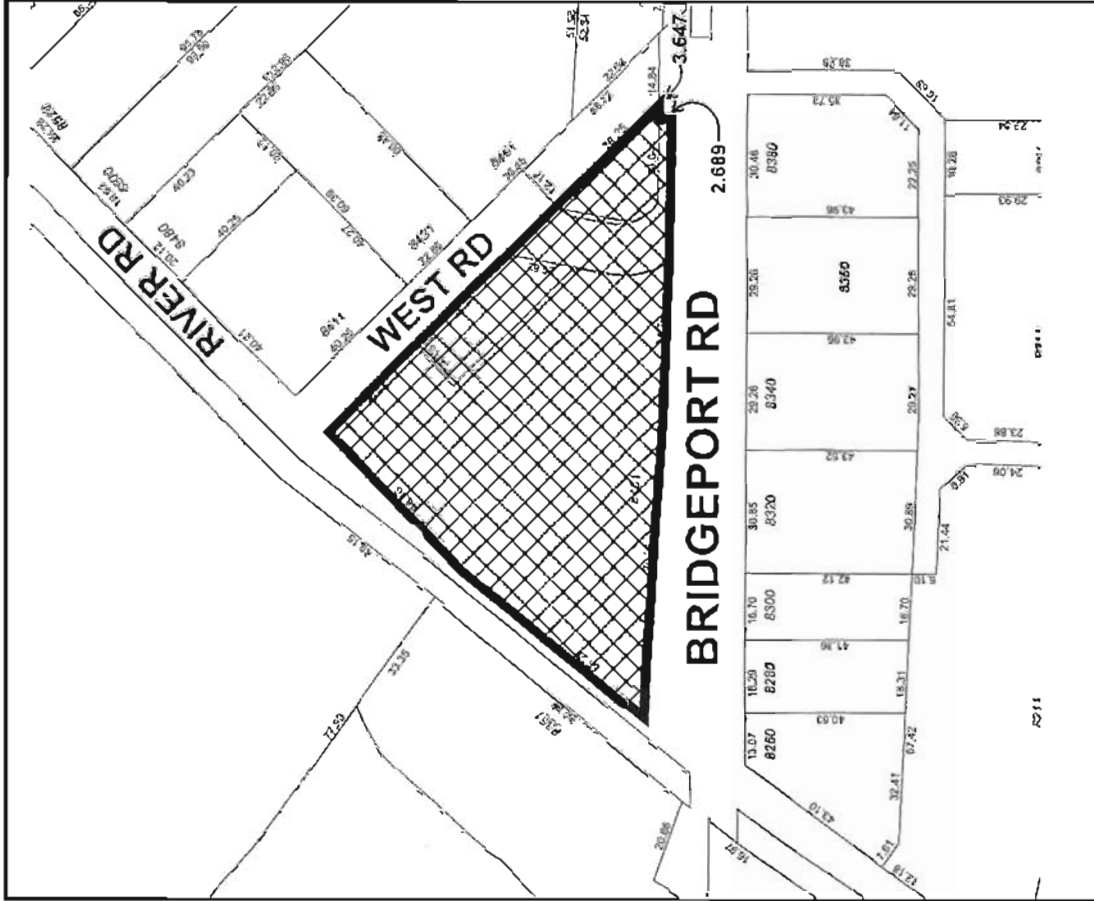
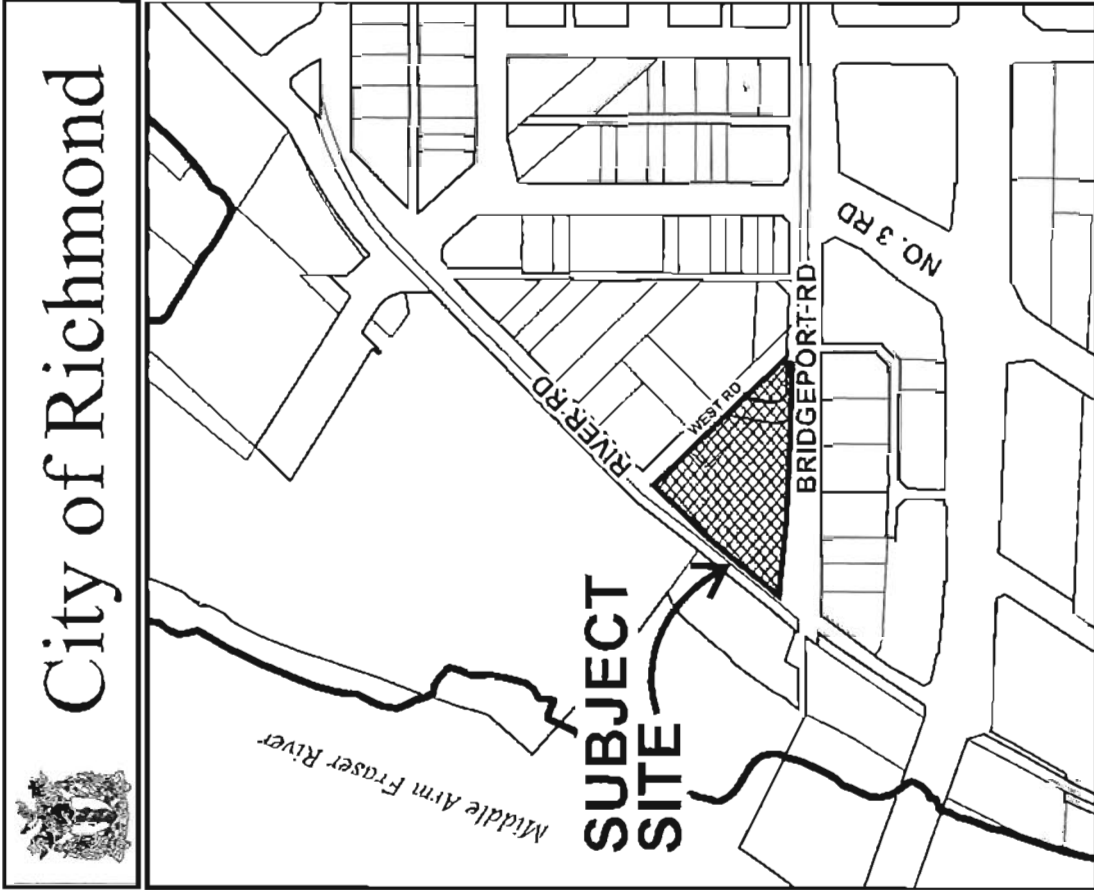
OTHER CONDITIONS SATISFIED

ADOPTED

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MAYOR

CORPORATE OFFICER



RZ 12-605272

Original Date: 10/01/13
 Revision Date:
 Note: Dimensions are in METRES



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9066 (RZ 12-605272)
8451 Bridgeport Road and Surplus City Road**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended by inserting Section 22.33 thereof the following:

"22.33 High Rise Office Commercial (ZC33) – (City Centre)

22.33.1 Purpose

The **zone** provides for high-density, transit-supportive, non-residential, central **business** district **development** in an area affected by aircraft noise. The zone provides for an additional **density bonus** that would be used for rezoning applications in the Village Centre Bonus Area of the **City Centre** in order to achieve **City** objectives.

22.33.2 Permitted Uses

- hotel
- education, commercial
- entertainment, spectator
- government service
- health service, minor
- library and exhibit
- liquor primary establishment
- manufacturing, custom indoor
- neighbourhood public house
- office
- parking, non-accessory
- private club
- recreation, indoor
- recycling depot
- religious assembly
- restaurant
- retail, convenience
- retail, general

- **retail, secondhand**
- **service, business support**
- **service, financial**
- **service, household repair**
- **service, personal**
- **studio**
- **veterinary service**

22.33.3 Secondary Uses

- n/a

22.33.4 Permitted Density

1. The maximum **floor area ratio** of the **site** is 2.0.
2. Notwithstanding Section 22.33.4.1, the reference to a maximum **floor area ratio** of "2.0" is increased to a higher **density** of "3.0" provided that the **lot** is located in the Village Centre Bonus Area designated by the City Centre Area Plan and the owner uses the additional 1.0 **density bonus floor area ratio** only for **office** purposes.
3. There is no maximum **floor area ratio** for **non-accessory parking** as a principal use.

22.33.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 90% for **buildings** and **landscaped** roofs over **parking spaces**.

22.33.6 Yards & Setbacks

1. The minimum **setback** of a **building** to a public road is 1.7 m for the **first storey** of a **building**, and 0.1 m for all other **storeys** of a **building**.

22.33.7 Permitted Heights

1. The maximum **height** for **buildings** is 47.0 m geodetic.
2. The maximum **height** for **accessory structures** is 12.0 m.

22.33.8 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided according to the provisions of Section 6.0.

22.33.9 On-site Parking and Loading

1. On-site **vehicle** and bicycle parking and loading shall be provided according to the standards set out in Section 7.0.

22.33.10 Other Regulations

1. Signage must comply with the City of Richmond's *Sign Bylaw No. 5560*, as it applies to **development** in the Downtown Commercial (CDT1) zone.
2. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and the Specific Use Regulations in Section 5.0 apply."

2. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it "**HIGH RISE OFFICE COMMERCIAL (ZC33) – (CITY CENTRE)**".

That area shown cross-hatched on "Schedule "A" attached to and forming part of Bylaw No. 9066"

3. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 9066**".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

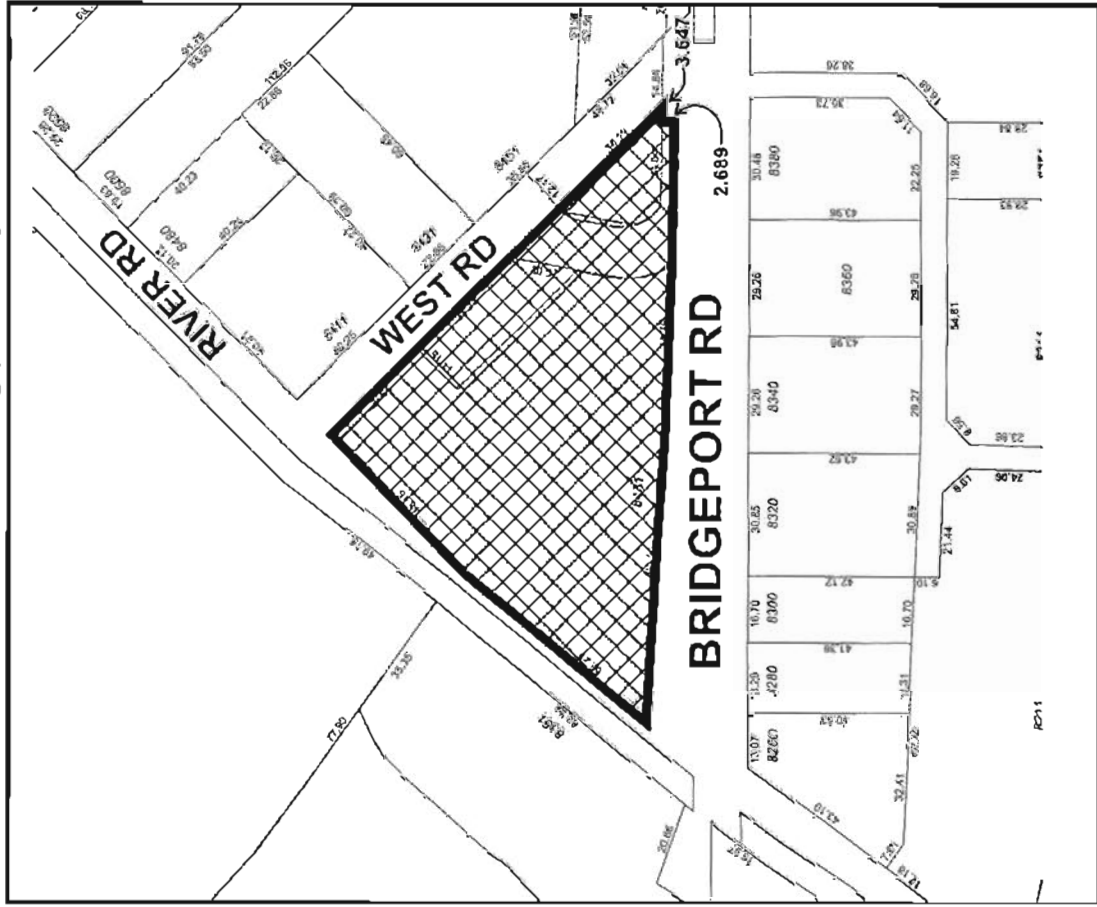
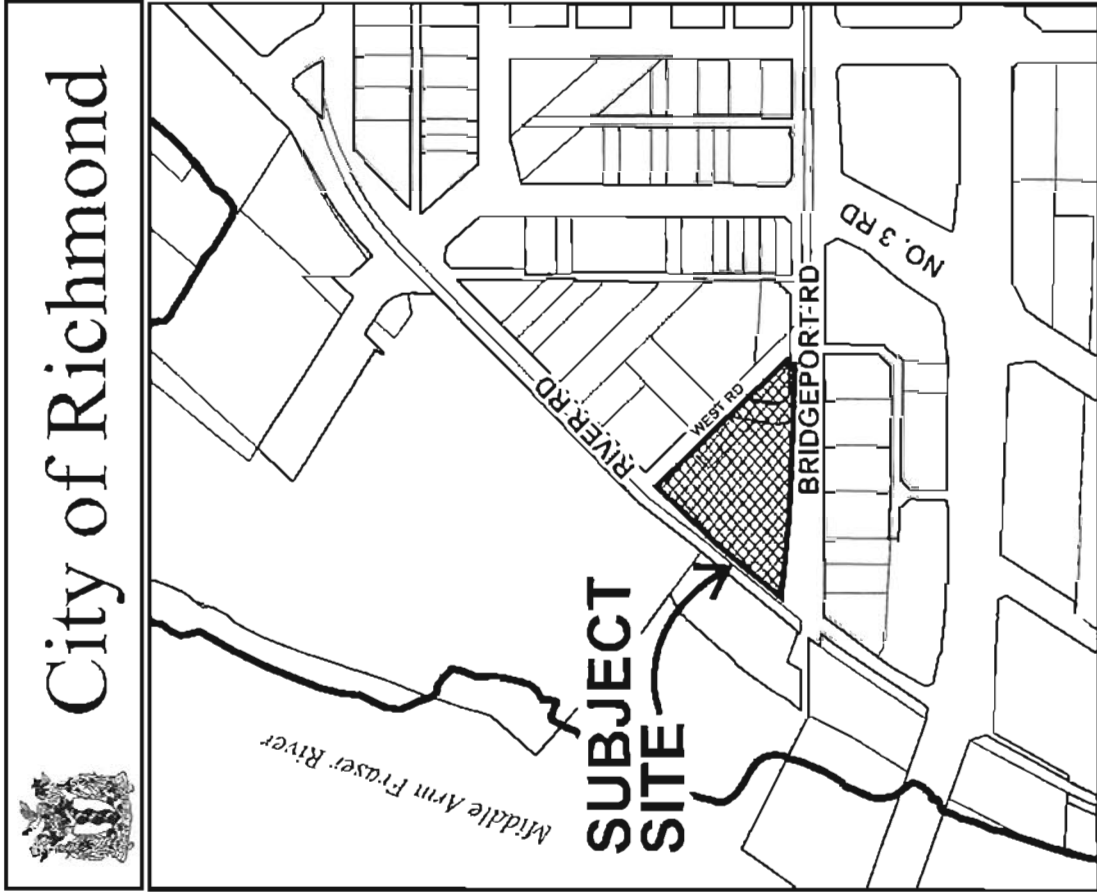
MINISTRY OF TRANSPORTATION AND
INFRASTRUCTURE APPROVAL

ADOPTED

MAYOR

CORPORATE OFFICER





RZ 12-605272

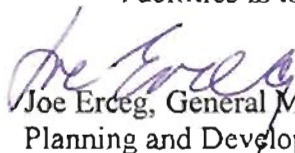
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Revision Date:
Note: Dimensions are in METRES



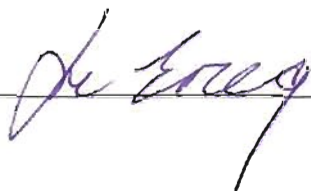

To: Planning Committee **Date:** October 30, 2013
From: Joe Erceg **File:**
General Manager, Planning and Development
Re: **Managing Medical Marihuana Production Facilities, and Research and Development Facilities in Agricultural and Urban Areas**

Staff Recommendation

1. That the City of Richmond request Health Canada to only consider issuing licences under the federal Marihuana for Medical Purposes Regulations (MMPR) in compliance with the City's Strategic Facility Management Approach contained in this report;
2. That Richmond 2041 Official Community Plan (OCP) Bylaw 9000, Amendment Bylaw 9072 that adds Land Use Policies in Section 3.0 of the OCP, to establish a Strategic Facility Management Approach regarding Health Canada Licensed Medical Marihuana Production Facilities, and Research and Development Facilities in Urban and Agricultural Areas, be introduced and given first reading;
3. That Bylaw 9072, 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;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 Bylaw 9072, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, will be forwarded to the Agricultural Land Commission for comment in advance of the Public Hearing, along with Zoning Bylaw 9070 below; and
5. That Richmond Zoning Bylaw 8500, Amendment Bylaw 9070 proposing Regulations to better manage Medical Marihuana Production Facilities and, Research & Development Facilities in the City, be introduced and given first reading.


Joe Erceg, General Manager,
Planning and Development

JE:tc
Att. 6

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Business Licences	<input checked="" type="checkbox"/>	
Community Bylaws	<input checked="" type="checkbox"/>	
Fire Rescue	<input checked="" type="checkbox"/>	
RCMP	<input checked="" type="checkbox"/>	
Finance	<input checked="" type="checkbox"/>	
Building Approvals	<input checked="" type="checkbox"/>	
Development Applications	<input checked="" type="checkbox"/>	
Fleet & Environmental Programs	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
APPROVED BY CAO (DEPUTY)		
		

Staff Report

Origin

This report responds to the following medical marihuana facility management issues: (1) Health Canada's June 2013 Marihuana for Medical Purposes Regulations (MMPR), (2) the BC Agricultural Land Commission's (ALC) October 2013 bulletin (**Attachment 1**), regarding how the ALC will manage facilities in the Agricultural Land Reserve (ALR), (3) the City's recent external advice regarding issuance of a Building Permit for a licensed Research and Development Facility, and (4) the importance for the City to establish a medical marihuana facility policy in a timely manner, as Health Canada may issue MMPR facility licenses in Richmond at any time.

2011- 2014 Council Term Goals

This report addresses the following Council Term Goal:

- 7 - Manage Growth and Development.

Background

(1) Terms

In this report, to better manage newly licensed Health Canada medical marihuana facilities, the following terms are used:

- "Licensed Commercial Medical Marihuana Production Facility" (Production Facilities) which primarily focus on growing, researching and developing, processing, and distributing medical marihuana;
- "Licensed Medical Marihuana Research and Development Facility" (R&D Facilities) which primarily focuses on medical marihuana research and development;
- "Agricultural Area": means land contained in Agricultural Land Reserve (ALR) and land outside the ALR and that is zoned to allow for "Farm Business" as a permitted use, namely, in the Agriculture (AG1), Golf Course (GC), Roadside Stand (CR), Agriculture and Truck Parking - No 6 Road (East Richmond) (ZA1), Agriculture and Park - Terra Nova (ZA2) and Agriculture and Botanical Show Garden -Fantasy Gardens (Ironwood Area) (ZA3) zoning districts;
- "Urban Area": means lands not in the Agricultural Area.

These distinctions are important because Health Canada licenses two types of facilities, namely: "Production Facilities" and "Research and Development Facilities". The Agricultural Land Commission (ALC), in its recent bulletin (**Attachment 1**), has stated that "Production Facilities" are defined as "farm use" and do not require ALC approval, while the "Research and Development Facilities", as they are not specifically related to the growing of an agricultural product, require an application to the ALC for non-farm use approval. By recognizing the two types of Facilities, the City can establish effective medical marihuana facility policies in Urban and Agricultural Areas.

(2) Existing MMAR Program

In 2001, the Federal government introduced the *Marihuana Medical Access Regulations* (MMAR) Program to enable Canadians to access marihuana for medical purposes, by applying to Health Canada for an Authorization To Possess (ATP) and, if applicable, a license to grow it.

Federal data indicates that under the MMAR, in 2001 there were 500 ATPs, in August 2012, there were 21,986 ATP persons, and by 2014 this may increase to 40,000 ATP persons.

Currently, British Columbia and Nova Scotia have shares of MMAR participation that exceed their population shares, while Quebec's MMAR participation is disproportionately lower than its population share. In 2011, the Government of Canada proposed program changes and held public consultations. Concerns raised included: land use, crime, health, building safety and environmental matters. On February 25, 2013, Council directed staff to provide comments to Health Canada on the proposed MMPR with specific direction that, under the new program, compliance with applicable provincial and municipal laws be required (**Attachment 2**).

(3) Summary: Proposed Federal Marihuana for Medical Purposes Regulations (MMPR)

A.) General: The existing MMAR Program with its approximately 40,000 ATP licences will be replaced by the new Federal Marihuana for Medical Purposes Regulations (MMPR) in March 2014. The aim is to reduce health and safety risks, while achieving a more quality-controlled and secure product for medical use. Individuals would not access medical marihuana from Health Canada, but by obtaining the support of a health care practitioner (a physician or, potentially a nurse practitioner) and then purchasing it from licensed commercial producers.

The highlights of Health Canada new MMPR program include:

- Production in residential dwellings will no longer be permitted.
- All aspects of medical marihuana growth, cultivation, processing, storage, research and development, shipping/distribution and administrative office functions are to be centralized and contained in a secured Facility, which must contain a restricted-access area and 24/7 video surveillance monitoring.
- A commercial licensed producer will have the ability to conduct research and development, test and produce a variety of product strains.
- Storefronts and retail outlets will not be permitted.
- All medical marihuana distribution will be by a secured courier to a registered client.
- Key Facility personnel must hold valid security clearance, issued by Health Canada.
- Applicants for a commercial medical marihuana production license must provide notice (including location details) to the local government, and police and fire authorities.
- Health Canada will ensure that a Facility meets security, safety, quality control, record keeping, inventory and monitoring requirements to avoid product theft.

B.) Summary: While, Health Canada is not bound by the City zoning bylaws when issuing licenses, the City will encourage licensees to meet all City bylaws and zoning requirements. The new MMAR will move Canada from having many small producers, to fewer larger commercial producers.

(4) Summary of the Agricultural Land Commission's Position

A.) General: In response to Health Canada's new MMPR, the Agricultural Land Commission (ALC) published an August 2013 information bulletin titled "Medical Marihuana Production in the Agricultural Land Reserve" (**Attachment 1**).

The ALC advises that in the ALR:

- Licensed Commercial Medical Marihuana “Production Facilities” which may include accessory uses like processing, storage, packaging, testing, shipping, distribution and basic supporting office functions, are consistent with the definition of a “farm use” and do not require the ALC to approve the Facilities though an ALR farm use application;
- License Medical Marihuana “Research and Development Facilities”, as they do not focus on plant production, are not a permitted farm use and require an ALR non-farm use application and approval;
- Local governments should consult with the ALC in the preparation of any zoning amendment bylaws that propose to regulate medical marihuana production facilities in the ALR.

B.) Summary: City staff consulted with the ALC in preparing this report. As per the Local Government Act, section 882 (3) (c), which states that any proposed OCP amendment bylaw which applies to ALR land be referred to the ALC for comment, staff recommend that the proposed Official Community Plan (OCP) Bylaw 9000, Amendment Bylaw 9072, be referred to the ALC for comment, along with the proposed Zoning Bylaw 8500, Amendment Bylaw 9070, in advance of the Public Hearing.

(5) City Approach to Managing Medical Marihuana Current New Facility Inquiries

A.) Inquiries: Since the introduction of Health Canada’s MMPR program in June 2013, City staff have received approximately a dozen inquiries and/or notifications, as required by the new MMPR, all for Production Facilities and most in Urban Areas. The City's response to all new MMPR Facility inquiries has been that: (1) all facilities are not a permitted use in the Zoning Bylaw and (2) a rezoning application is required.

As the City's understanding of how to manage Facilities is changing and as Health Canada may issue Facility licences at any time, it is best if the City establish a Facility management approach and policies soon.

B.) Summary: This report presents an approach to better manage proposed Facilities.

Analysis

(1) Research

A.) Metro Municipalities: As in Metro Vancouver, there will not be one common municipal facility management approach (**Attachment 3**), staff suggest that Richmond establish its own approach and policies to meet its unique needs and priorities. It is noted that Chilliwack prohibits Production Facilities in all zones, on private lands, except in one special zone. Surrey allows only one Production Facility in a special zone on a city owned property. On October 28, 2013, Abbotsford voted to prepare a bylaw to stop the operation of commercial “grow- ops”.

While this report does not propose to prohibit all Facilities in the whole City, if Council wishes to prohibit all Facilities in the City, staff have included draft Zoning Bylaw 8500, Amendment Bylaw 9071 (Medical Marihuana Regulation), for Council’s consideration in

Attachment 6. If Council approves Bylaw 9071: no change to the OCP would be required, and the proposed 2041 OCP Bylaw 9072 and Zoning Bylaw 9070 would not be approved.

B.) Richmond Agricultural Advisory Committee Consultation (AAC): On July 18, 2013, the AAC advised that they do not support licensed commercial medical marihuana Production Facilities in the Agricultural Land Reserve (**Attachment 4**). It is noted that the AAC position is at odds with the ALC's position and the City has limitations on its ability to prohibit Production Facilities in the ALR.

C.) October 2013, Health Canada Information: On October 22, 2013, Health Canada provided the following requested information:

- Approvals To Date: To date, Health Canada has approved two new Facilities, both are in Saskatchewan and both are Production Facilities;
- Projected Applications: Over the next 10 years, it is very difficult for Health Canada to say how many applications Richmond may receive. To date, Health Canada has 220 applications across Canada, mostly in Ontario and BC, and all are for Production Facilities as they can include R&D activities. Health Canada has four (4) Production Facility applications from Richmond, with one being partway through its review process and the other three just starting their review processes.
- Crime: Regarding evidence of any increased in crime near facilities, Health Canada advises that there is no evidence which is specific to marihuana production facilities. Health Canada growers and manufacturers who work with other controlled substances including narcotics don't have notable issues. The small scale growers under Health Canada's old regulations have had some home invasions and thefts, which is part of the reason why Health Canada is moving to the new secure facilities.
- Facility Description: Health Canada advises that there is a huge range in Facility sizes, from as small as a few thousand square feet, to industrial buildings as large as 40,000 square feet, to very large green houses. All have grow areas, storage vaults, processing/packaging areas and shipping. Some have call centres. A pure R&D Facility would generally be much smaller scale.
- Servicing and Transportation: Health Canada has no insights regarding facility servicing (e.g., water, sanitary, drainage, solid waste activity) and transportation activity (e.g., daily worker, truck and courier traffic to and from Facilities). Shipping and vehicular traffic will vary with business size, and different Production Facilities are making different arrangements to consolidate their outbound shipments with Canada Post or other shippers. There should be no foot traffic other than staff - no retail sales.

D.) Richmond Findings - Existing Regulations and Issues:

General: Staff researched the main concerns which will likely be generated by both types of Facilities and how they may be addressed. A summary of these concerns and possible responses is presented in **Attachment 5**. Staff has learned that there is much uncertainty regarding what type, how many, where and with what requirements and restrictions Health Canada will license Facilities in Richmond. As well, there are many land use, building, security (e.g., police, fire, emergency response), transportation, infrastructure

(e.g., water, sanitary, drainage), solid waste management, environmental (e.g., Ecological Network, Environmentally Sensitive Areas, Riparian Management Areas), nuisance (e.g., noise, odour and emissions) and financial concerns and uncertainties, in managing Facilities, as well as unknown cumulative effects. Health Canada advises that it focuses on enabling access to medical marihuana and is not required to follow City bylaws.

- IN THE URBAN AREA:

- R&D Facilities are currently allowed in all zones which permit "office" uses as currently defined in the Zoning Bylaw. As this is not desirable, as too many such Facilities may occur with uncertain impacts, staff recommend amending the definition of "office" in the Zoning Bylaw to exclude R&D Facilities.
- With this approach, Council can require a rezoning for both types of Facilities, and potential problems, uncertainties and their cumulative effects regarding the type, number and location of Facilities can be better managed.
- Suitable areas in which to accommodate both types of Facilities include OCP Mixed Employment and Industrial designations, as it is anticipated that these may avoid many Facility conflicts and have the necessary transportation and infrastructure.
- In allowing Facilities in these Urban Areas, care must be taken not to displace needed Mixed Employment or Industrial uses.
- This approach may avoid having Facilities locate in the Agricultural Area, thus preserving agricultural land.

- IN THE AGRICULTURAL AREA:

- In Richmond, long term Agricultural Area viability is very important to achieve;
- As Health Canada requires that all Facilities be enclosed in buildings which will occupy, but not use valuable agricultural soils, any Facilities allowed in the Agricultural Area need to be carefully limited and managed to preserve the valuable agricultural soils for long term agricultural use and future generations;
- As the ALC has determined that Production Facilities are a "farm use" and the City may not be able to prohibit them, staff recommend a very rigorous regulatory approach (i.e., a minimum site size of 100 acres). A large minimum size will, it is suggested, assist in accommodating the anticipated large Facility buildings and, as many buildings could be placed on a large site, this arrangement may avoid having many smaller licensed Facility sites scattered throughout the Agricultural Area creating an inefficient arrangement. For reference, it is estimated that: with a 100 acre minimum site size, four (4) sites may be eligible to accommodate a Production Facility in the Agricultural Area, all east of Highway 99; with a 50 acre minimum site size, 16 sites may be eligible in the whole Agricultural Area, and with a five (5) acre minimum lot size, over 40 sites may be eligible in the whole Agricultural Area;
- Staff suggest that the fewer Facilities - the better, in view of the principle of equitable distribution, and physical and economic impacts.

E.) Financial Considerations: The Finance Department advises that BC Assessment has indicated that: (1) as the licensing of medical marihuana Facilities is still new to them, there will most likely be more changes to the rules, as more Facility licenses are issued, and (2) the percentage of farm classification attributed to each type of Facility will be determined on a case by case basis. The BC Assessment policies are summarized below:

Tax Implication If A Licensed Marihuana Facility Meets The Farming Requirements As Set Out By The BC Assessment Act	
1. In the ALR:	
(1) For Production Facilities	<ul style="list-style-type: none"> - If a property was previously used as an active farm and was given a farm classification, there will be minimal tax impact if the facility was used for growing marihuana; - If a property did not previously qualify for farming, there would be a reduction in taxes if the new facility was used to grow marihuana and if it meets the farming requirement. Using a sample 104 acre property in the ALR, municipal taxes dropped by 87% from \$20K to \$2.6K.
(2) For R&D Facilities	<ul style="list-style-type: none"> - If a property was previously used as an active farm and was given a farm classification, there will be minimal tax impact if the facility was used for growing marihuana; - If a property did not previously qualify for farming, there would be a reduction in taxes if the new facility was used to grow marihuana and if it meets the farming requirement. Using a sample 104 acre property in the ALR, municipal taxes dropped by 87% from \$20K to \$2.6K.
2. In Urban Areas	
(1) For Production Facilities	<ul style="list-style-type: none"> - If a Facility meets the farming requirements as set out by the Assessment Act, the assessed property value could potentially be reduced to \$3,720/acre; - Any improvements on the property will receive an exemption of up to \$50,000 or 87.5% of the assessed value, whichever is greater; - This will result in substantially reduced taxes for the property and the tax burden will be shifted to other taxpayers. In this scenario, a 1 acre industrial property was sampled and municipal taxes reduced by 87% from approximately \$24K to \$2.7K. Comparing this to the ALR example, a similar 104 acre property in an urban setting would result in municipal taxes reduced from \$2.496M to \$280
(2) For R&D Facilities	<ul style="list-style-type: none"> - If the property is used entirely for a R&D Facility and does not qualify for a farm classification, the property will be assessed as Class 06 – Business.

This means that, if BC Assessment decisions involve lower farm assessment rates, fewer taxes may be collected and the tax burden would be shifted to other tax payers. If Facilities in these areas require expensive infrastructure, or create a high demand for City services (e.g., police, fire, emergency response), the City may have less revenue to provide them.

F.) Summary: As there are many concerns and uncertainties regarding Facilities, staff recommend that Council manage them in a strategic, limited and cautious manner with rigorous regulatory requirements in the Agricultural and Urban Areas.

(2) Recommended Strategic Facility Management Approach

A.) Overall (These policies would apply on a City – wide basis)

Staff recommend that Council adopt the following “Strategic Facility Management Approach” aimed at limiting the type, number and location of licensed Facilities by establishing rigorous, regulatory requirements which involve:

- Requesting Health Canada: (1) not to issue any Facility licenses in the City of Richmond, under the federal Marihuana for Medical Purposes Regulations (MMPR), until the City has established a Strategic Facility Management Approach (Approach), and (2) once the City has established an Approach, to issue any Facility licenses in compliance with the Approach;
- Encourage only one Production Facility, within the City of Richmond, as it can include R&D activities;
- Discourage any Facility in the Agricultural Area;
- In the Urban Area, use the rezoning process to review and ensure that an application for a Facility meets all City policies and requirements (e.g., meet minimum site size); and
- In Agricultural Area, notwithstanding that the City has limits on its power to prohibit, require that any Facility application, prior to the issuance of a Building Permit, undergo a rigorous review, as outlined in Section C below.

B.) In the Urban Area

The following policies shall apply to any application to accommodate a Production or R&D Facility. Requirements will be refined in conjunction with any rezoning application.

- Land Use Considerations
 - Require all Facility proposals to undergo a rezoning process;
 - Consider accommodating a Facility only in an OCP Mixed Employment and Industrial designated area;
 - Any Facility is to avoid proximity to sensitive land uses involving residential, schools, parks, conservation areas, and community institutional uses; and
 - To minimize potential negative impacts with other land uses and businesses, a licensed Facility must be located in a stand alone building, which does not contain any other businesses or adjoining non-licensed unit.
- Developer Plans:
 - A Facility applicant must meet all federal, provincial and regional requirements;
 - A Facility applicant must adequately address City land use, building, security (e.g., police, fire, emergency response), transportation, infrastructure (e.g., water, sanitary, drainage), solid waste management, environmental (e.g., Ecological Network, Environmentally Sensitive Areas, Riparian Management Areas), nuisance (e.g., noise, odour and emissions), financial and other technical issues for the site and surrounding area;
 - A Facility applicant shall submit reports and plans prepared by qualified professionals to address all City issues including land use, building, security (e.g., police, fire, emergency response), transportation, infrastructure (e.g., water, sanitary, drainage), solid waste management, environmental (e.g.,

- Environmentally Sensitive Areas, Riparian Management Areas, Ecological Network), nuisance (e.g., noise, odour and emissions), financial and other technical issues for the site and surrounding area; and
- Facility applicant prepared reports and plans are to be reviewed, as Council determines, by the Advisory Committee on the Environment, RCMP, Richmond Fire-Rescue and others, prior to a rezoning.
- Transportation Requirements:
 - All City transportation policies and requirements must be met.
- Infrastructure and Emergency Response Considerations
 - To address infrastructure servicing requirements and emergency response requirements, a licensed Facility must have frontage on an existing, opened and constructed City road; and
 - A Facility applicant shall consult with Health Canada and other agencies, where appropriate, as determined by Council.
- Environmental Considerations
 - A Facility applicant shall address all environmental concerns and comply with all applicable City environmental policies (e.g., Environmentally Sensitive Areas, Riparian Management Areas, Ecological Network); and
 - A Facility applicant shall consult with the Advisory Committee on the Environment and other Advisory Committees where appropriate, as determined by Council.
- Life Safety, Nuisances Concerns
 - All Facilities must comply with current BC Building Code, BC Fire Code, BC Fire Services Act, BC Electrical Code and other related codes or standards;
 - All Facilities must comply with the City's Building Regulation Bylaw, Noise Regulation Bylaw and other City Bylaws;
 - All Facility applicants must prepare emergency response, safety/security and fire and life safety plans prepared by the appropriate professional consultants for review and approval by the City; and
 - Facilities shall not emit any offensive odours, emissions and lighting to minimize negative impacts to surrounding areas.

C.) In The Agricultural Area:

Prior to consideration for the issuance of a Building Permit, the following policies and requirements must be addressed:

- Land Use Considerations
 - Facility applications will be reviewed on a case-by-case basis;
 - Consider only on land zoned to allow for "Farm Business" as a permitted use within and outside of the Agricultural Land Reserve (ALR);
 - Allow only on land designated "Agriculture" in the 2041 OCP;
 - Require a 100 acre (40.5 hectares) minimum lot area;
 - Require a 200 m minimum property line separation distance from lands designated in the Official Community Plan or zoned to allow for school, park, conservation area and/or community institutional land uses;
 - Require a 200 m minimum property line separation distance from lands designated in the Official Community Plan or zoned to allow for residential uses;

- Require a 50 m minimum frontage on an opened and constructed public road;
- Require a 15 m minimum yard setback to all property lines;
- Require a 15 m minimum separation distance to any single-detached housing located on the same lot;
- No portion of the Facility building, including any supporting structures, parking spaces, loading spaces, drive-aisles areas and on-site sanitary septic disposal system shall be located further than 100 m from a constructed public road abutting the property;
- On a corner lot or double fronting lot, the 100 m setback from a constructed public road abutting the property shall be determined based on the location of the permitted access to the lot;
- A Facility must be located in a standalone building that contains no other uses; and
- A Facility must comply with all regulations contained in the applicable zone.
- Developer Plans
 - A Facility shall demonstrate compliance with all federal, provincial, regional and City regulations and requirements;
 - A Facility must adequately address City land use, building, security (e.g., police, fire, emergency response), transportation, infrastructure (e.g., water, sanitary, drainage), solid waste management, environmental (e.g., Environmentally Sensitive Areas, Riparian Management Areas, Ecological Network), nuisance (e.g., noise, odour and emissions) financial and other technical issues specific to each proposal; and
 - A Facility applicant shall submit reports and plans prepared by qualified professionals to address all City issues including land use, building, security (e.g., police, fire, emergency response), transportation, infrastructure (e.g., water, sanitary, drainage), solid waste management, environmental (e.g., Environmentally Sensitive Areas, Riparian Management Areas, Ecological Network), nuisance (e.g., noise, odour and emissions) financial and other technical issues specific to each proposal.
- Transportation Requirements:
 - All City transportation policies and standards are met.
- Infrastructure Servicing and Emergency Response
 - To address infrastructure servicing requirements and emergency response requirements, a Licensed Facility must have frontage on an existing, opened and constructed City road;
 - A Facility applicant shall consult with Health Canada, the Agricultural Land Commission and other agencies where appropriate, as determined by Council; and
 - A Facility applicant shall consult with the Agricultural Advisory Committee, the Advisory Committee on the Environment and other Advisory Committees where appropriate, as determined by Council.
- Environmental Considerations
 - A Facility applicant shall comply with all applicable City environmental policies (e.g., Environmentally Sensitive Areas, Riparian Management Areas, Ecological Network);
- Managing Soils: To carefully manage soils, the following policies shall be followed:

- Illegal soil fill activities, or intentionally modifying farm land to reduce its agricultural capability for the purposes of developing a Facility is not permitted;
- It is preferred that a Facility locate on agricultural lands that have low soil capability (e.g., already modified due to past activities or site-specific conditions, which must be verified by an external, independent consulting professional);
- A Facility applicant shall specify permeable surface treatments for Facility parking, loading and drive-aisle areas;
- A Facility applicant shall submit information prepared by an appropriate qualified professional consultant (e.g., agrologist, soil scientist, geotechnical engineer or other), to confirm how native soils will be retained on site and protected, the quality and quantity of fill, how any soil/site contamination will be prevented and that the proposed Facility will not negatively impact the viability of farmland and supporting infrastructure on the site and in the neighbourhood (e.g., on-site drainage);
- A Facility applicant will be required to provide: (1) a soil estimate from a qualified professional to rehabilitate the site back to its original agricultural capability and (2) provide security for the full cost of the rehabilitation; and
- A proposed Facility which involves soil fill and / or removal may be required to apply to and receive approval from the ALC through an ALR non-farm use application, as determined by Council and the ALC.
- Fencing: As a Facility may implement fencing and other security perimeter measures to meet federal requirements, all security measures that impact farm land are to be reviewed, as Council determines, by the City's Agricultural Advisory Committee (AAC), Advisory Committee on the Environment (ACE) and other authorities, to ensure that agricultural and environmental concerns are minimized.
- Life Safety, Nuisances Concerns
 - A Facility located in the Agricultural Areas must comply with BC Building Code (Division B, Part 3);
 - A Facility must comply with current BC Fire Code, BC Fire Services Act, BC Electrical Code and other related codes or standards;
 - A Facility must comply with the City's Building Regulation Bylaw, Noise Regulation Bylaw and other City Bylaws;
 - A Facility must prepare emergency response, safety/security and fire and life safety plans prepared by the appropriate professional consultants for review and approval by the City; and
 - A Facility shall not emit any offensive odours, emissions and lighting to minimize negative impacts to surrounding areas.

D.) Summary: The proposed Strategic Facility Management Approach aims to protect the City's interests and address Facility uncertainties and any unwanted cumulative effects.

(3) Recommended 2041 Official Community Plan and Zoning Bylaw Amendments

To achieve the Strategic Facility Management Approach, staff propose the following:

- OCP Bylaw 9000, Amendment Bylaw 9072 to establish a Strategic Facility Management Approach, as outlined above;

- Richmond Zoning Bylaw 8500, Amendment Bylaw 9070 (Medical Marijuana Regulation) to:
 - Define - Medical Marijuana Production Facility and R&D facility;
 - In order to rigorously regulate a Production Facility in the Agricultural Area, acknowledge the use as a “farm business”;
 - Exclude Medical Marijuana R&D facility from a farm business;
 - Exclude Medical Marijuana R&D facility from office;
 - Clarify that the agriculture as secondary use in all zones does not include a Medical Marijuana Production Facility and/or Medical Marijuana R&D facility;
 - Introduce specific regulations for Medical Marijuana Production Facilities in Agriculture Areas, which only permits them on sites zoned to allow for “Farm Business” as a permitted use within and outside of the ALR.

(4) Prohibiting all Medical Marijuana Facilities

As an alternative, if Council wishes to prohibit Production Facilities and R&D Facilities in the City, staff have presented draft Zoning Bylaw 8500, Amendment Bylaw 9071 (Medical Marijuana Regulation), for Council’s consideration in **Attachment 6**. If Council approves Bylaw 9071: (1) no change to the OCP would be required, and (2) the proposed 2041 OCP Bylaw 9072 and Zoning Bylaw 9070 not be approved.

(5) OCP Consultation

The proposed OCP Bylaw 9072 has been prepared in consideration of the City’s OCP Bylaw Preparation Consultation Policy No 5043. Staff have considered if the following entities needed or will be need to be consulted regarding the proposed OCP Bylaw 9072: the Metro Vancouver Board, adjacent municipal councils, First Nations (e.g., Sto:lo, Tsawwassen, Musqueam), TransLink, Port Metro Vancouver, Steveston Harbour Authority, Vancouver International Airport Authority (VIAA), Richmond School Board, Richmond Coastal Health Authority, community groups and neighbours, other relevant Federal and Provincial Government Agencies.

Staff advise that early discussions have already been held with the ALC and that the proposed OCP Bylaw 9070 be forwarded to the ALC for comment in advance of the Public Hearing, along with Zoning Bylaw 9070, as it affects the ALR. Staff consider that no further consultation regarding the proposed OCP Bylaw 9070 is required, as other entities are not directly affected.

(6) Next Steps

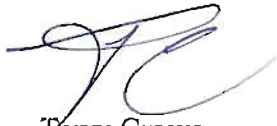
If acceptable, Council may initiate the proposed OCP and Zoning Bylaw amendments.

Financial Impact

Finance advises that, if BC Assessment decisions involve lower farm assessment rates, fewer taxes may be collected and the tax burden would be shifted to other tax payers. If Facilities in these areas require expensive infrastructure, or create a high demand for City police, fire, emergency response), the City may have less revenue than otherwise to provide them.

Conclusion

To enable the City to respond to recent Health Canada, BC Agricultural Land Commission and external advice, this report recommends that Council establish a Strategic Facility Management Approach by adopting OCP and Zoning Bylaw amendments.



Terry Crowe,
Manager, Policy Planning
(604-276-4139)



Kevin Eng,
Planner I
(604-247-4626)

KE:ttc

Attachment 1	August 2013, Agricultural Land Commission (ALC) Information Bulletin titled "Medical Marihuana Production in the Agricultural Land Reserve"
Attachment 2	February 25, 2013, Council resolution
Attachment 3	Summary of Research of Metro Vancouver Municipalities' Land use Approaches
Attachment 4	July 18, 2013, AAC Minutes Excerpt
Attachment 5	Summary of Research of Land Management Issues and Responses
Attachment 6	Drafted Zoning Bylaw amendment To Prohibit Licensed Medical Marihuana Production Facilities in Agricultural Areas



**INFORMATION BULLETIN
MEDICAL MARIHUANA PRODUCTION
IN THE AGRICULTURAL LAND RESERVE**

Updated October 2013

Health Canada has proposed the Marihuana for Medical Purposes Regulation (MMPR). It is expected that the current system of personal use licenses and designated person licenses will be phased out by April 1, 2014. In its place, new Federal licenses are anticipated, geared to larger scale production facilities. For further information about the proposed changes see the following websites <http://www.hc-sc.gc.ca/dhp-mpps/marihuana/index-eng.php> and <http://gazette.gc.ca/rp-pr/p1/2012/2012-12-15/html/reg4-eng.html>.

Various local governments in British Columbia are looking at their zoning bylaws to determine where these larger scale commercial production facilities should be directed. A number of local governments are considering industrial, commercial and agricultural zones, within purpose built structures and with siting regulations from property lines and residential uses.

The Agricultural Land Commission Act and regulations determine land use in the Agricultural Land Reserve (ALR). Due to the number of inquiries from local governments and Medical Marihuana production proponents, the ALC provides this information bulletin with regard to Medical Marihuana production in the ALR.

Section 1 of the *Agricultural Land Commission Act* defines "farm use" as:

An occupation or use of land for farm purposes, including farming of land, plants and animals and any other similar activity designated as farm use by regulation, and includes a farm operation as defined in the *Farm Practices Protection (Right to Farm) Act*.

Based on the above definition, if a land owner is lawfully sanctioned to produce marihuana for medical purposes, the farming of said plant in the Agricultural Land Reserve (ALR) is permitted and would be interpreted by the Agricultural Land Commission as being consistent with the definition of "farm use" under the *ALC Act*.

Notwithstanding the farming of land for the production of medical marihuana, not all activities associated with its production would necessarily be given the same "farm use" consideration. Accessory uses associated with the farm use include a small business office, testing lab, processing and drying, packaging shipping areas, cloning room and anything else directly related to the growing and processing of the plant. Determining an accessory use is contingent on the use being necessary and commensurate with the primary function of the property/building to produce an agricultural product. If a land use activity is proposed that is not specifically related to the growing of an agricultural product including a stand-alone research and development facility, an application to the ALC for non-farm use would be required.

The ALC has reviewed several proposed facilities and is satisfied that the majority of proposed sites focus on the activity of growing the plant and thus no longer requires proponents to submit a proposal for review. However, proponents of medical marihuana production facilities should contact local government to determine the applicability of zoning bylaws.



City of
Richmond

Minutes

Regular Council Meeting
Monday, February 25, 2013

CONSENT AGENDA

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

CARRIED

6. **COMMITTEE MINUTES**

That the minutes of:

- (1) the Community Safety Committee meeting held on Wednesday, February 13, 2013;*
- (2) the Special General Purposes Committee meeting held on Monday, February 12, 2013 and the General Purposes Committee meeting held on Monday, February 18, 2013;*
- (3) the Planning Committee meeting held on Tuesday, February 19, 2013;*
- (4) the Public Works & Transportation Committee meeting held on Wednesday, February 20, 2013;*

be received for information.

ADOPTED ON CONSENT

7. **PROPOSED MEDICAL MARIHUANA ACCESS REGULATIONS**
(File Ref. No. 03-1240-02-01, XIR: 10-6600-10-01) (REFDMS No. 3768844)

- (1) That the Minister of Health be advised, by way of comments through the Health Canada website, that the proposed Medical Marijuana Access Regulations require compliance with applicable Provincial and Municipal laws in order to obtain a license; and*
- (2) That a letter be sent to the Federal and Provincial Ministers of Health, Richmond MPs, and Richmond MLAs requesting that the proposed Medical Marijuana Access Regulations require compliance with applicable Provincial and Municipal laws in order to obtain a license.*

ADOPTED ON CONSENT

4.

Summary of Research of Metro Vancouver Municipalities' Land Use Approaches in Relation to Medical Marihuana Production Facilities			
Municipality	Applicable Zoning Regulations	Overall Approach to Medical Marihuana Production Facilities Licensed by Health Canada Under the New MMPR	Status
Abbotsford	None	Considering a bylaw to prohibit "grow-ops"	Under review
Burnaby	No specific zoning regulations for medical marihuana production and/or facilities	No land use response in relation to the recently enacted Health Canada MMPR.	N/A
Coquitlam	<ul style="list-style-type: none"> – Zoning regulations based on previous Health Canada MMAR. – Use definitions included for medical marihuana grow operation, medical marihuana dispensary and controlled substance. – Definition of agriculture excludes a medical marihuana grow operation. 	No land use response in relation to the recently enacted Health Canada MMPR.	Zoning regulations approved in July 2012.
Delta	No specific zoning regulations for medical marihuana production and/or facilities	No land use response in relation to the recently enacted Health Canada MMPR.	N/A
Langley City	Zoning regulations to control medical marihuana dispensaries under the previous MMAR	No land use response in relation to the recently enacted Health Canada MMPR.	N/A
Langley Township	Zoning regulations to prohibit the unlawful selling, distributing and trading of marihuana except as permitted and authorized under the previous MMAR.	No land use response in relation to the recently enacted Health Canada MMPR.	N/A
Maple Ridge	<ul style="list-style-type: none"> – Zoning regulations currently being considered. – Zoning regulations proposed to allow the production of medical marihuana in the ALR only. – Zoning regulations proposed to establish minimum parcel sizes, separation requirements and siting/setback restrictions. 	<ul style="list-style-type: none"> – Proposed land use approach is in direct response to the recently enacted Health Canada MMPR. – Allow medical marihuana production facilities only in the ALR and subject to compliance with locational and siting criteria. – Do not permit the use on any lands outside of the ALR. – Their approach identifies the ALC to be the lead agency in determining whether a medical marihuana production facility complies as a permitted farm use, or whether accessory uses require ALC application and approval. 	Proposed zoning bylaw amendments are to be: 1 referred to the ALC for comment. 2 considered at a future Public Hearing, once ALC comments are received.
Pitt Meadows	Zoning use definition of agriculture does not allow for the cultivation of a controlled substance as defined in the Controlled Drugs and Substances Act	No land use response in relation to the recently enacted Health Canada MMPR.	Approved
Surrey	<ul style="list-style-type: none"> – Zoning use definitions for marihuana and medicinal marihuana. 	<ul style="list-style-type: none"> – Land use approach is in direct response to the recently enacted Health Canada MMPR. 	Approved in early 2013.

Summary of Research of Metro Vancouver Municipalities' Land Use Approaches in Relation to Medical Marihuana Production Facilities			
Municipality	Applicable Zoning Regulations	Overall Approach to Medical Marihuana Production Facilities Licensed by Health Canada Under the New MMPR	Status
	<ul style="list-style-type: none"> - Zoning use definition for horticulture specifically excludes the growing of medical marihuana. - Zoning use definition for growing of medical marihuana included as a permitted use in a specific zoning district. 	<ul style="list-style-type: none"> - Prohibitive approach taken as land use regulations only permit the growing of medical marihuana City-wide to one zoning district only on a property owned by the municipality. 	
Vancouver	No specific zoning regulations for medical marihuana production and/or facilities.	No land use response in relation to the recently enacted Health Canada MMPR.	N/A
Chilliwack (Not a Metro Vancouver member municipality)	<ul style="list-style-type: none"> - Zoning defines a medical marihuana grow operation and prohibits this use in all zones, except a select few zones; - A medical marihuana grow operation is not a permitted use in the Agricultural Zone. 	<ul style="list-style-type: none"> - Land use approach is in direct response to the recently enacted Health Canada MMPR. - Defines medical marihuana production and prohibits this use in all zones, except for a special zoning district. - Requires rezoning applications 	Zoning Bylaw amendments adopted in September 3, 2013



City of Richmond

Minutes

EXCERPT – ITEM 4
AGRICULTURAL ADVISORY COMMITTEE (AAC)
 Held Thursday, July 18, 2013 (7:00 pm to 9:15 pm)
M.1.003
Richmond City Hall

In Attendance:

Bill Zylmans (Chair) Todd May; Scott May; Danny Chen; Kyle May; Colin Dring; Krishna Sharma; Steve Easterbrook; Kevin Eng (Policy Planning); Terry Crowe (Policy Planning);

Regrets:

Dave Sandhu; Bill Jones; Councillor Harold Steves; Kathleen Zimmerman (Ministry of Agriculture and Lands); Tony Pellett (Agricultural Land Commission)

Guests:

Lyle Weinstein; Saeed Jhatam

1. Adoption of the Agenda

AAC members adopted the July 18, 2013 AAC agenda.

2.

3.

4. Medical Marihuana Production in the ALR

In conjunction with recent changes to Federal regulations relating to the licensing and production of medical marihuana and an information bulletin published by the ALC about medical marihuana production in the ALR, staff is requesting feedback and comments from the AAC on this land use issue in Richmond. The following background information was provided by City staff.

- The Federal government has implemented regulations intended to phase out the previous program allowing for the production and distribution of medical marihuana to those in medical need and implement a new regulatory process and commercial industry under the Marihuana for Medicinal Purposes Regulations (MMPR).
- The MMPR involves a shift from medical marihuana being provided by licensed individuals (often in private residences) to a commercial industry where the regulations

and issued licenses will ensure access to quality controlled marihuana for medical purposes, produced under secure and sanitary conditions.

- Based on a review of the Federal regulations, staff identified that commercially licensed producers of marihuana for medical purposes will be contained in fully enclosed secured buildings that also are involved in secondary, processing, storage, packaging, office/administration and shipping/distribution functions.
- The ALC has recently published an information bulletin entitled “Medical Marihuana Production in the Agricultural Land Reserve”. This bulletin confirms that an individual/company who is lawfully sanctioned to produce medical marihuana for commercial purposes, the farming of the plant is considered a permitted farm use under the ALC act.
- City staff also sought additional clarification from ALC staff on the accessory uses (processing, packaging, office/administration, storage, shipping/distribution) to a federally licensed medical marihuana facility in the ALR. ALC staff confirmed that so long as the primary purpose of such a facility is to produce an agricultural crop, these accessory uses would be permitted.
- As noted in the information bulletin, ALC recommends that all local government’s contemplating changes to their zoning bylaw regarding medical marihuana production in the ALR should contact the ALC for review and comment.
- Staff identified that a medical marihuana production facility is not a defined use in the zoning bylaw.

Based on this background information, staff were in the process of developing some preliminary options for medical marihuana production in the ALR. General discussion ensued amongst committee members and staff about the legal issues, ALR jurisdiction, examples of prohibitive approaches in other Lower Mainland municipalities (Surrey and Chilliwack) and how other Provincial legislation (Right to Farm Act) factors in. Staff will be examining these issues as part of the review currently being undertaken.

The following comments were forwarded by individual AAC members:

- Does not support medical marihuana production on any lands contained in the ALR as these facilities will likely be fully enclosed, high-security, concrete bunkers occupying farmland with significant negative impacts to existing farm operators and residents in the ALR.
- A key question for this land use issue is how medical marihuana facilities in the ALR will impact the agricultural viability of existing farm business operations.
- Although the concerns about security, servicing and impacts to land are all valid, one member viewed the emergence of centralized, commercial medical marihuana production as a new business sector with associated economic benefits to Richmond. Reference was

also made to non-viable ALR land in Richmond that had already been filled or negatively altered and suggested that this land could be more suitable ALR land to locate medical marihuana production facilities.

- Security of such facilities and mechanisms to inspect and enforce regulations to ensure compliance remains a primary concern.
- A member felt that a federally licensed commercial medical marihuana production facility did not belong in the ALR and is more appropriate to be located in industrial areas.
- A member noted it was a difficult land use issue to tackle given the ALC's determination of it being a farm use and other concerns about such a facilities negative impact on farm land.
- One member questioned what the actual benefits to farmers would be in Richmond from a proposed medical marihuana production facility locating on ALR land.
- One member stated his opposition to an overly prohibitive approach of not permitting this use on agricultural land, without having more information from the federal government about operations. Economic opportunities and diversification can arise from the development of this new industrial sector that may warrant further exploration on agricultural lands under specific circumstances.

As a result, the following motion was moved and seconded:

That the Agricultural Advisory Committee does not support the development of federally licensed commercial medical marihuana production facilities in the Agricultural Land Reserve.

The following discussion ensued amongst Committee members on the motion:

- General concerns about taking an overly prohibitive approach.
- Whether for properties with good or poor soils, pertaining to agricultural capability, commercial medical marihuana facilities do not belong in the farm areas.
- Comments were echoed about if this use is permitted in the ALR, consideration for medical marihuana facilities to locate on agricultural sites that had been previously degraded (i.e., through previous filling).

The AAC carried the motion as proposed

*C. Dring, T. May, D. Chen, K. Sharma, K. May, S. May – Support
S. Easterbrook – Abstained
B. Zylmans – Opposed*

**Richmond Land Use Issues and Responses
For Licensed Medical Marihuana Production Facilities**

Purpose

This table summarizes the anticipated land use issues for a licensed commercial medical marihuana Production Facility in the City's Agricultural and Urban Areas, and outlines possible responses (e.g., through zoning or other regulations), to address planning, safety and servicing objectives of the City.

AGRICULTURAL AREAS: 1. LAND IN THE AGRICULTURAL LAND RESERVE (ALR), AND 2. AGRICULTURAL ZONE (AG1) LAND WITHIN THE ALR WHICH PERMITS A "FARM BUSINESS"	
Issue	Examples of Possible Facility Management Highlights (e.g., by OCP, Zoning, Building Permit, or Other City Requirements, or Agreements)
1. <u>Management Model</u> A licensed Health Canada commercial medical marihuana production facility may be regarded as being similar to a light industrial building.	Noted.
2. Proceed with a Strategic, Cautious, Rigorous Regulatory Facility Management Approach	1. <u>2041 OCP Policies</u> : Amend the 2041 OCP to establish a Strategic Facility Management Approach; 2. <u>Zoning Bylaw</u> : Amend the Zoning Bylaw as necessary. 3. <u>Other</u> : Apply other requirements (e.g., Building Bylaw and codes, the Business License Bylaw, and Business Regulation. Bylaw).
3. <u>Ensure Inter-Governmental Compliance</u> A.) Ensure federal compliance with Health Canada's MMPR. B.) Ensure ALC compliance.	Request all relevant Health Canada and ALC documentation and approvals
4. <u>Avoid General Land Use Conflicts</u> A.) Avoid locating Facilities in close proximity to OCP designated or zoned sensitive land uses like residential, school, park, community institutional, assembly and similar uses; B.) Avoid potential negative impacts to existing residential uses (primarily single-family homes) on the site or nearby.	1. Establish minimum separation distances from the property containing the Facility to sensitive uses. 2. Establish minimum: <ul style="list-style-type: none"> - setbacks for a Facility to a lot's property lines to enable sufficient separation to mitigate any negative impacts; - setbacks for a Facility to any existing residential dwellings located on the same site to mitigate any negative impacts; - site size, frontage, yard and road frontage requirements to ensure that a site can accommodate setbacks.
5. <u>Avoid Compounding Potential Problems With Several Facilities</u> Avoid concentrating medical marihuana production facilities in close proximity to one another to avoid compounding any potential negative impacts in one area.	Establish minimum separation distances between such facilities.
6. <u>Ensure Facility Building and Use Compatibility</u> Ensure that medical marihuana production facilities do not occur in residential buildings, or share a building with other, unrelated uses.	<ul style="list-style-type: none"> - Health Canada MMPR regulations do not permit the production of medicinal marihuana in any type of residential dwelling. - Require that a proposed Facility: <ul style="list-style-type: none"> - be located in a stand-alone building, - containing no other uses except those which are considered accessory, and

AGRICULTURAL AREAS: 1. LAND IN THE AGRICULTURAL LAND RESERVE (ALR), AND 2. AGRICULTURAL ZONE (AG1) LAND WITHIN THE ALR WHICH PERMITS A "FARM BUSINESS"	
Issue	Examples of Possible Facility Management Highlights (e.g., by OCP, Zoning, Building Permit, or Other City Requirements, or Agreements)
	<ul style="list-style-type: none"> - meet all Federal, Provincial, Regional and City requirements and codes.
7. <u>Avoid Potential Nuisances</u> Avoid potential nuisances caused by Facility lighting, odour, noise, ventilation and vehicle traffic.	<ul style="list-style-type: none"> - Establish minimum setbacks for a Facility to a lot's property lines and/or separation distances to other sensitive land uses located on-site, to enable sufficient separation to mitigate any negative impacts; - Require the submission of appropriate professional reports to confirm that nuisances caused by a Facility (e.g., lighting, odour, noise, ventilation and vehicle traffic) will be avoided or minimized. - Incorporate into 2041 OCP Policy.
8. <u>Ensure Appropriate Transportation Services</u> Ensure that adequate transportation services are available and manage traffic.	<ul style="list-style-type: none"> - Require the submission of appropriate professional report(s) to confirm that a proposed Facility: <ul style="list-style-type: none"> - can be adequately serviced by appropriate transportation services; - that traffic is well managed; - Incorporate into 2041 OCP Policy.
9. <u>Ensure Appropriate Services and Infrastructure</u>	<ul style="list-style-type: none"> - Require the submission of appropriate professional report(s) to confirm that a proposed Facility can be adequately serviced by: <ul style="list-style-type: none"> - City storm and water systems, and - an on-site sanitary sewer septic system approved by Vancouver Coastal Health. - Incorporate into 2041 OCP Policy.
10. <u>Ensure Appropriate Solid Waste Management</u>	<ul style="list-style-type: none"> - Require a Solid Waste Management Plan which meets City requirements, for example: <ul style="list-style-type: none"> - it should target 70% waste diversion and support the waste reduction hierarchy to minimize waste generation, - maximize reuse, recycling and material recovery, and dispose of any remaining waste in accordance with approved practices. - all recyclable materials banned from disposal (in addition to organics) are not permitted in the waste disposal stream. - Incorporate into 2041 OCP Policy
11. <u>Ensure Community Life Safety And Security</u>	Ensure that: <ul style="list-style-type: none"> - physical security measures implemented on-site are regulated through Health Canada's MMPR and that all facilities comply with these provisions; - City fire and life safety issues are addressed by the applicable building, fire and electrical code requirements; - that Emergency Response Plans are approved by the RCMP and Richmond Fire-Rescue; - Inspections of a Facility are undertaken, as determined by City, RCMP and Richmond Fire Rescue staff, - Incorporate into 2041 OCP Policy.

URBAN AREAS: LANDS OUTSIDE AGRICULTURAL AREAS	
Issue	Examples of Possible Facility Management Highlights (e.g., by OCP, Zoning, Building Permit, or Other City Requirements, or Agreements)
1. <u>Management Model</u> A licensed Health Canada commercial medical marihuana production facility may be regarded as being similar to a light industrial building.	Noted.
2. Proceed with a Strategic, Cautious, Rigorous Regulatory Facility Management Approach	<ol style="list-style-type: none"> 1. <u>2041 OCP Policies</u>: Amend the 2041 OCP to establish a Strategic Facility Management Approach; 2. <u>Zoning Bylaw</u>: Amend the Zoning Bylaw as necessary. 3. <u>Other</u>: Apply other requirements (e.g., Building Bylaw and codes, the Business License Bylaw, and Business Regulation. Bylaw).
3. <u>Ensure Inter-Governmental Compliance</u> <ul style="list-style-type: none"> – Ensure federal compliance with Health Canada's MMPR. – Ensure ALC compliance. 	Request all relevant Health Canada and ALC documentation and approvals
4. <u>Avoid General Land Use Conflicts</u> Avoid locating facilities in close proximity to OCP designated or zoned sensitive land uses like residential, school, park, community institutional, assembly and similar uses.	<ul style="list-style-type: none"> – Establish minimum separation distances from the property containing the Facility to sensitive uses. – Review each rezoning application on a case-by-case basis to ensure land use conflicts are minimized.
5. <u>Avoid Compounding Potential Problems With Several Facilities</u> Avoid concentrating medical marihuana production facilities in close proximity to one another to avoid compounding any potential negative impacts in one area.	Establish minimum separation distances between such facilities.
6. <u>Ensure Facility Building and Use Compatibility</u> Ensure that medical marihuana production facilities do not occur in residential buildings, or share a building with other, unrelated uses and limit the impacts on a multi-tenanted and stratified industrial site/building.	<ul style="list-style-type: none"> – Health Canada MMPR regulations do not permit the production of medicinal marihuana in any type of residential dwelling. – Require that a proposed Facility: <ul style="list-style-type: none"> - be located in a stand-alone building, - containing no other uses except those which are considered accessory, and - meet all Federal, Provincial and City requirements and codes.
7. <u>Avoid Potential Nuisances</u> Avoid potential nuisances caused by Facility lighting, odour, noise, ventilation and vehicle traffic.	<ul style="list-style-type: none"> – Through the rezoning application, review all potential nuisances and secure appropriate responses and mitigation measures. – Require the submission of appropriate professional reports to confirm that nuisances caused by a Facility (lighting, odour, noise, ventilation and vehicle traffic) will be avoided or minimized. – Incorporate into 2041 OCP Policy.
8. <u>Ensure Appropriate Transportation Services</u> Ensure that adequate transportation services are available and manage traffic.	<ul style="list-style-type: none"> – Through the rezoning application, review each proposal on a case-by-case basis, to ensure appropriate transportation and traffic management. – Require the submission of appropriate professional report(s) to confirm that a proposed Facility can be

URBAN AREAS: LANDS OUTSIDE AGRICULTURAL AREAS	
Issue	Examples of Possible Facility Management Highlights (e.g., by OCP, Zoning, Building Permit, or Other City Requirements, or Agreements)
	adequately serviced by appropriate transportation services and that traffic is well managed. - Incorporate into 2041 OCP Policy.
9. <u>Ensure Appropriate Services and Infrastructure</u> Ensure adequate City services and supporting infrastructure similar to a light industrial type development.	- Through the rezoning application, review each proposal on a case-by-case basis, to ensure appropriate water, sanitary and drainage infrastructure - Through the rezoning application, require the submission of the appropriate professional consultant reports to confirm the ability of the Facility to be serviced by appropriate City infrastructure. - Incorporate into 2041 OCP Policy.
10. <u>Ensure Appropriate Solid waste Management</u>	<u>Ensure Appropriate Solid Waste Management</u> - Require an adequate Solid Waste Management Plan The Plan meet City requirements for example, it should target 70% waste diversion and support the waste reduction hierarchy to minimize waste generation, maximize reuse, recycling and material recovery, and dispose of any remaining waste in accordance with approved practices. All recyclable materials banned from disposal (in addition to organics) are not permitted in the waste disposal stream. - Incorporate into 2041 OCP Policy
11. <u>Ensure Community Life Safety And Security</u>	Ensure that: - physical security measures implemented on-site are regulated through Health Canada's MMPR and that all facilities comply with these provisions. - City fire and life safety issues are addressed by the applicable building, fire and electrical code requirements. - that Emergency Response Plans are approved by the RCMP and Richmond Fire - Rescue. - Inspections of a Facility are undertaken, as determined by City, RCMP and Richmond Fire Rescue staff. - Incorporate into 2041 OCP Policy.

**Bylaw to prohibit Medical Marihuana Facilities
in all areas of the City of Richmond**



**City of
Richmond**

Bylaw 9071

**Richmond Zoning Bylaw 8500
Amendment Bylaw 9071 (Medical Marihuana Regulation)**

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

1. Richmond Zoning Bylaw 8500 is amended by:

i. Inserting the following text into Section 3.4 – Use and Term Definitions:

“Medical Marihuana Production Facility

Means a facility for the growing and production of medical marihuana in a fully enclosed **building** as licensed and lawfully sanctioned under Health Canada’s *Marihuana for Medical Purposes Regulations* (as amended from time to time), including the necessary supporting accessory uses related to processing, testing, research and development, packaging, storage, distribution and **office** functions that are directly related to and in support of growing and cultivation activities.

Medical Marihuana Research and Development Facility

Means a facility for the research and development of medical marihuana only in a fully enclosed **building** as lawfully sanctioned by Health Canada under the *Controlled Drugs and Substances Act* (as amended from time to time).”

ii. Repeal the definition of **farm business** in Section 3.4 – Use and Term Definitions and replace it with the following:

“Farm business

Means a business in which one or more of the following farm activities are conducted, and includes a farm education or farm research institution to the extent that the institution conducts one or more of the following farm activities:

- a) growing, producing, raising or keeping animals or plants, including mushrooms, or the primary products of those plants or animals;
- b) clearing, draining, irrigating or cultivating land;
- c) using farm machinery, equipment, devices, materials and

structures;

- d) applying fertilizers, manure, pesticides and biological control agents, including by ground and aerial spraying;
- e) conducting any other agricultural activity on, in or over agricultural land;
- f) intensively cultivating in plantations, any
 - i) specialty wood crops, or
 - ii) specialty fibre crops prescribed by a Minister of the Province of BC;
- g) conducting turf production in an **Agricultural Land Reserve** with the approval under *Agricultural Land Commission Act* of the Provincial Agricultural Land Commission;
- h) aquaculture as defined in the *Fisheries Act* when carried on by a person licensed, under part 3 of that Act, to carry on the **business** of aquaculture;
- i) raising or keeping game, within the meaning of the *Game Farm Act*, by a person licensed to do so under that Act;
- j) raising or keeping fur bearing animals, within the meaning of the *Fur Farm Act*, by a person licensed to do so under that Act;
- k) processing or direct marketing by a farmer of one or both of
 - i) the products of a farm owned or operated by the farmer, and
 - ii) within limits prescribed by a Minister of the Province of BC, of products not of that farm,
 to the extent that the processing or marketing of those products is conducted on the farmer's farm, but

farm business does not include:

- a) an activity, other than grazing or hay cutting, if the activity constitutes a forest practice as defined in the *Forest and Range Practices Act*;
- b) breeding pets or operating a kennel;
- c) growing, producing, raising or keeping exotic animals, except types of exotic animals prescribed by a Minister of

the Province of BC;

- d) a **medical marihuana production facility**; and
- e) a **medical marihuana research and development facility**.”

- iii. In Section 3.4 – Use and Term Definitions, repeal the existing definition of **office** and replace with the following text:

“Office

Means a facility that provides professional, management, administrative, consulting or monetary services in an **office** setting, including research and development, which includes **offices** of lawyers, accountants, travel agents, real estate and insurance firms, planners, clerical and secretarial agencies, but excludes the servicing and repair of goods, the sale of goods to the customer on the site, the manufacture or handling of product and a **medical marihuana research and development facility**.”

- iv. Insert the following text into Section 5.13.4 – Uses Permitted in All Zones:

“c) A **medical marihuana production facility** and **medical marihuana research and development facility** is not permitted.”

- 2. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 9071**”.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9070 (Medical Marihuana Regulation)**

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

1. Richmond Zoning Bylaw 8500 is amended by:

i. Inserting the following text into Section 3.4 – Use and Term Definitions:

“Medical Marihuana Production Facility

Means a facility for the growing and production of medical marihuana in a fully enclosed **building** as licensed and lawfully sanctioned under Health Canada’s *Marihuana for Medical Purposes Regulations* (as amended from time to time), including the necessary supporting accessory uses related to processing, testing, research and development, packaging, storage, distribution and **office** functions that are directly related to and in support of growing and cultivation activities.

Medical Marihuana Research and Development Facility

Means a facility for the research and development of medical marihuana only in a fully enclosed **building** as lawfully sanctioned by Health Canada under the *Controlled Drugs and Substances Act* (as amended from time to time).”

ii. Repeal the definition of **farm business** in Section 3.4 – Use and Term Definitions and replace it with the following:

“Farm business

Means a business in which one or more of the following farm activities are conducted, and includes a farm education or farm research institution to the extent that the institution conducts one or more of the following farm activities:

- a) growing, producing, raising or keeping animals or plants, including mushrooms, or the primary products of those plants or animals;
- b) clearing, draining, irrigating or cultivating land;
- c) using farm machinery, equipment, devices, materials and structures;

- d) applying fertilizers, manure, pesticides and biological control agents, including by ground and aerial spraying;
- e) conducting any other agricultural activity on, in or over agricultural land;
- f) intensively cultivating in plantations, any
 - i) specialty wood crops, or
 - ii) specialty fibre crops prescribed by a Minister of the Province of BC;
- g) conducting turf production in an **Agricultural Land Reserve** with the approval under *Agricultural Land Commission Act* of the Provincial Agricultural Land Commission;
- h) aquaculture as defined in the *Fisheries Act* when carried on by a person licensed, under part 3 of that Act, to carry on the **business** of aquaculture;
- i) raising or keeping game, within the meaning of the *Game Farm Act*, by a person licensed to do so under that Act;
- j) raising or keeping fur bearing animals, within the meaning of the *Fur Farm Act*, by a person licensed to do so under that Act;
- k) processing or direct marketing by a farmer of one or both of
 - i) the products of a farm owned or operated by the farmer, and
 - ii) within limits prescribed by a Minister of the Province of BC, of products not of that farm,
 to the extent that the processing or marketing of those products is conducted on the farmer's farm,
- l) **a medical marihuana production facility**, but

farm business does not include:

- a) an activity, other than grazing or hay cutting, if the activity constitutes a forest practice as defined in the *Forest and Range Practices Act*;
- b) breeding pets or operating a kennel;
- c) growing, producing, raising or keeping exotic animals, except types of exotic animals prescribed by a Minister of

the Province of BC; and

d) **a medical marihuana research and development facility.”**

- iii. In Section 3.4 – Use and Term Definitions, repeal the existing definition of office and replace with the following text:

“Office

Means a facility that provides professional, management, administrative, consulting or monetary services in an **office** setting, including research and development, which includes **offices** of lawyers, accountants, travel agents, real estate and insurance firms, planners, clerical and secretarial agencies, but excludes the servicing and repair of goods, the sale of goods to the customer on the **site**, the manufacture or handling of product and a **medical marihuana research and development facility.”**

- iv. Insert the following text into Section 5.13.4 – Uses Permitted in All Zones

“c) A medical marihuana production facility and medical marihuana research and development facility is not permitted.”

- v. Inserting the following text into Section 5 – Specific Use Regulations

“5.20 Medical Marihuana Production Facility

5.20.1 A **medical marihuana production facility** can only be considered on land zoned to allow for **Farm Business** as a permitted use.

5.20.2 For land zoned to allow **Farm Business** as a permitted use, a **medical marihuana production facility** must comply with the following regulations:

- (a) Must be located on land designated in the **Official Community Plan** for **Agriculture**.
- (b) 200 m minimum property line separation distance from lands designated in the **Official Community Plan** or zoned to allow for school, **park**, conservation area and/or community institutional land uses.
- (c) 200 m minimum property line separation distance from lands designated in the **Official Community Plan** or zoned to allow for residential land uses.
- (d) 50 m minimum **frontage** on an opened and constructed public **road**.

- (e) 100 acres (40.5 hectares) minimum lot area.
- (f) 15 m minimum yard setback to all property lines.
- (g) 15 m minimum building separation distance to any single-detached housing located on the same lot.
- (h) The maximum height for a medical marihuana production facility is 12 m.
- (i) No portion of the medical marihuana production facility building, including any supporting structures, parking spaces, loading spaces, drive-aisles areas and on-site sanitary septic disposal system shall be located further than 100 m from a constructed public road abutting the property. On a corner lot or double fronting lot, the 100 m from a constructed public road abutting the property shall be determined based on the location of the permitted access to the lot.
- (j) A medical marihuana production facility must be located in a standalone building that contains no other uses.
- (k) A medical marihuana production facility must comply with the British Columbia Building Code (Division B, Part 3).
- (l) In addition to the regulations listed above, a medical marihuana production facility must also comply with all regulations contained on a lot's existing zone."

2. This Bylaw may be cited as “Richmond Zoning Bylaw 8500, Amendment Bylaw 9070”.
FIRST READING



A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

ADOPTED

MAYOR

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 

CORPORATE OFFICER



**Richmond Official Community Plan Bylaw 9000
Amendment Bylaw 9072
(Health Canada Licensed Medical Marihuana Production Facilities)**

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

1. Richmond Official Community Plan Bylaw 9000 is amended by adding the following text to Section 3.0 Connected Neighbourhoods with Special Places:

“3.6.5 Health Canada Licensed Medical Marihuana Production and Research and Development Facilities

OVERVIEW

Health Canada enacted the *Marihuana for Medical Purposes Regulations (MMPR)* to manage the production and distribution of medical marihuana. The Federal regulation permits research and development and production of medical marihuana by approved licensed producers in “Production Facilities” and “Research and Development Facilities” (Facilities).

It is important to protect the City’s social, community safety, land use, infrastructure, environmental and financial interests, by establishing a Strategic Facility Management Approach aimed at limiting the number and type of Facilities, and requiring high performance requirements for Facilities.

TERMINOLOGY

For this section, the following terms apply:

- “Agricultural Area” means land in the Agricultural Land Reserve (ALR) and land outside the Agricultural Land Reserve (ALR) zoned to allow a “Farm Business” as a permitted use;
- “Urban Areas” means all lands not in the above Agricultural Area;
- “Medical Marihuana Production Facility” (Production Facility) – means a commercial medical marihuana production facility which primarily focuses on growing, researching and developing, processing, and distributing medical marihuana; and
- “Medical Marihuana Research and Development Facility” (Research and Development Facility) – means a medical marihuana research and development facility which primarily focuses on medical marihuana research and development.

OBJECTIVE 1

To control the distribution of Facilities across the City and mitigate potential negative impacts.

POLICIES

Adopt a Strategic Facility Management Approach regarding both types of Facilities which involves:

- a) City-wide, at any one time, encourage only one (1) Production Facility, and avoiding any separate Research and Development Facility.
- b) Discourage a Facility in Agricultural Areas.
- c) In the Urban Area, use the rezoning process to review and ensure that A Facility meets all City policies and requirements (e.g., are appropriately located, have adequate site size).
- d) In the Agricultural Area, require that any Facility application, prior to the issuance of a Building Permit, undergo a rigorous review (see below).

OBJECTIVE 2

Establish clear Facility application criteria and information requirements.

POLICIES:

- a) A proposal shall demonstrate compliance with all federal, provincial, regional and City regulations and requirements.
- b) A proposal must adequately address City land use, building, security (e.g., police, fire, emergency response), transportation, infrastructure (e.g., water, sanitary, drainage), solid waste management, environmental (e.g., Environmentally Sensitive Areas, Riparian Management Areas, Ecological Network), nuisance (e.g., noise, odour and emissions) financial and other technical issues specific to each proposal.
- c) Proponents shall submit reports and plans prepared by qualified professionals to address all City issues including land use, building, security (e.g., police, fire, emergency response), transportation, infrastructure (e.g., water, sanitary, drainage), solid waste management, environmental (e.g., Environmentally Sensitive Areas, Riparian Management Areas, Ecological Network), nuisance (e.g., noise, odour and emissions) financial and other technical issues specific to each proposal.
- d) All applicant prepared Facility plans are to be reviewed, as Council determines, by the Advisory Committee on the Environment, RCMP, Richmond Fire-Rescue and others, prior to a rezoning.

OBJECTIVE 3

Establish Facility review and consultation requirements.

POLICIES

- a) Facility applications will be reviewed on a case-by-case basis.
- b) A Facility is to avoid proximity to sensitive land uses involving residential, schools, parks, conservation areas, and community institutional uses.

- c) To minimize potential negative impacts and conflict with other land use activities and businesses a licensed Facility must be located in a stand alone building, which does not contain any other businesses or non-licensed adjoining units.
- d) To address infrastructure servicing requirements and emergency response requirements, a Licensed Facility must have frontage on an existing, opened and constructed City road.
- e) Consult with Health Canada, the Agricultural Land Commission and other agencies where appropriate.
- f) Consult with the Agricultural Advisory Committee, the Advisory Committee on the Environment and other Advisory Committees where appropriate.
- g) Ensure environmental concerns are addressed and require a Facility to comply with all applicable City management policies (e.g., Ecological Network, Environmentally Sensitive Areas, Riparian Management Areas).

OBJECTIVE 4

Establish Facility location and development requirements in Urban and Agricultural Areas.

POLICIES

- a) Apply the following Urban Area Facility policies:
 - i. Require a Facility to undergo a rezoning process; and
 - ii. Consider accommodating a Facility in OCP Mixed Employment and Industrial designated areas.
- b) For Agricultural Areas, prior to consideration for the issuance of a Building Permit, the following Facility policies and requirements must be addressed:
 - i. Consider only on land in the Agricultural Land Reserve (ALR) and zoned Agriculture (AG1) where a "Farm Business" is permitted.
 - ii. Allow only on land designated "Agriculture" in the 2041 OCP.
 - iii. Require large minimum site sizes (e.g., 100 acres);
 - iv. Establish high minimum property line separation distances (e.g., 200 m) to sensitive land uses designated in the 2041 OCP or zoned for school, park, conservation area, community institution and residential uses.
 - v. Establish minimum setbacks (e.g., 15 m) for a Facility to the property lines and a maximum height regulation (e.g., 12 m) to ensure adjacencies to surrounding areas are addressed in a sensitive manner and based on site specific conditions.
 - vi. Establish maximum setback requirements for a Facility, related structures, off-street parking, loading areas, drive-aisles, perimeter fencing and on-site servicing (i.e., sanitary septic disposal system) from an opened, constructed road (e.g., 100 m).
 - vii. A Facility must be located in a standalone building that contains no other uses.
 - viii. A Facility must comply with all regulations contained in the applicable zone.

- c) To carefully manage soils in the Agricultural Areas, the following policies shall be followed:
 - i. Illegal soil fill activities, or intentionally modifying farm land to reduce its agricultural capability for the purposes of developing a Facility is not permitted.
 - ii. It is preferred that a Facility locate on agricultural lands that have low soil capability (e.g., already modified due to past activities or site-specific conditions, which must be verified by an external, independent consulting professional).
 - iii. Specified permeable surface treatments for Facility parking, loading and drive-aisle areas are required.
 - iv. Information is to be submitted by an appropriate qualified professional consultant (e.g., agrologist, soil scientist, geotechnical engineer or other) to confirm how native soils will be retained on site and protected, the quality and quantity of fill, how any soil/site contamination will be prevented and ensure that any proposed Facility will not impact the viability of farmland and supporting infrastructure in the neighbourhood, (e.g., on-site drainage).
 - v. An applicant will be required to provide a soil estimate from a qualified professional to rehabilitate that site back to its original agricultural capability. A security for the full cost of the rehabilitation will be required.
 - vi. Application and approval from the ALC through an ALR non-farm use application may be required for activities involving soil fill and/removal activities, which must be confirmed by the ALC.
- d) A Facility may implement fencing and other security perimeter measures to meet federal requirements, all security measures that impact farm land are to be reviewed, as Council determines, by the City's Agricultural Advisory Committee (AAC), Advisory Committee on the Environment (ACE) and other authorities, to ensure that agricultural and environmental concerns are minimized.

OBJECTIVE 5

Ensure community safety by carefully managing the Facility.

POLICIES

- a) A Facility must comply with current BC Building Code, BC Fire Code, BC Fire Services Act, BC Electrical Code and other related codes or standards.
- b) A Facility must comply with the City's Building Regulation Bylaw, Noise Regulation Bylaw and other City Bylaws.
- c) A Facility located in the Agricultural Areas must comply with BC Building Code (Division B, Part 3).
- d) A Facility must prepare emergency response, safety/security and fire and life safety plans prepared by the appropriate professional consultants for review and approval by the City.
- e) A Facility shall not emit any offensive odours, emissions and lighting to minimize negative impacts to surrounding areas.

OBJECTIVE 6

Address specific and special considerations as necessary.

POLICIES

- a) For a Facility that has been decommissioned or ceased operations, confirmation is required that the building and site has been fully remediated to a condition acceptable to the City and verified by an appropriate professional consultant.
- b) A Facility and site shall meet all environmental decontamination requirements."

2. This Bylaw may be cited as **"Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9072"**.

FIRST READING



PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

MAYOR

_____ CITY OF RICHMOND
APPROVED by 
APPROVED by Manager or Solicitor 
_____ CORPORATE OFFICER



City of Richmond

Report to Council Planning and Development Department

To: Richmond City Council

Date: November 8, 2013

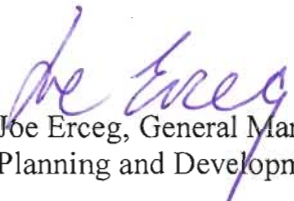
From: Joe Erceg
General Manager, Planning and Development

File:

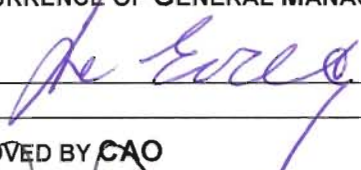

Re: Provincial Core Review: Protecting and Enhancing the Agricultural Land Commission and Reserve

Staff Recommendation

1. That the City of Richmond Council reiterate to the Premier, Minister of Agriculture and Minister responsible for the Core Review, that during the Review, the Provincial Government should:
 - (a) protect, enhance, adequately fund, and enforce the Agricultural Land Reserve, Agricultural Land Commission, and its policies; and
 - (b) enable consultation opportunities for City Council, the Richmond Agriculture Advisory Committee (AAC) and public; and
2. That copies of the letter be sent to all Members of the Legislative Assembly (MLAs), the Metro Vancouver Board and local governments, and the Port Metro Vancouver Board.


Joe Erceg, General Manager,
Planning and Development

Att. 3

REPORT CONCURRENCE
CONCURRENCE OF GENERAL MANAGER 
APPROVED BY CAO 

Staff Report

Origin

The purpose of this report is to respond to a series of recent articles which are attached regarding possible changes to the Agricultural Land Commission and Agricultural Land Reserve (**Attachments 1, 2, 3**). The report is provided so Council can comment further on this matter.

Council's 2011 - 2014 Term Goals

This report addresses the following Council Term Goals:

- 6. Intergovernmental Relations
- 7. Managing Growth and Development.

Findings of Fact

Council's Monday, October 7, 2013 Resolution:

On Monday, October 7, 2013, at a Special Council meeting, Council passed the following resolution regarding the Provincial Core Review as it affects Agricultural Land Commission and Reserve:

- (1) *That as the Provincial Government is conducting a Core Review of its programs and services including the Agricultural Land Commission (ALC) and Reserve (ALR), and as opportunities for Council and public consultation during the Review are unclear, Council write the Premier and Minister of Agriculture requesting that the Core Review:*
 - (a) *protect, enhance, adequately fund, and enforce the Agricultural Land Reserve, Agricultural Land Commission, and its policies; and*
 - (b) *enable consultation opportunities for City Council, the Richmond Agriculture Advisory Committee (AAC) and public; and*
- (2) *That copies of the letter be sent to all Members of the Legislative Assembly (MLAs), the Metro Vancouver Board and local governments, the Port Metro Vancouver Board, and the Core Review Panel.*

At the time of writing this report, the City has not received a response from the Provincial Government regarding this resolution.

Analysis

Since Council passed the above resolution in October 2013 and advised the Province of its support for the ALC and ALR, the status of this matter has become less clear. There is considerable speculation regarding potential changes to the ALC and ALR which would erode the protection of farming in British Columbia. In view of this uncertainty, staff recommend that Council reiterate its position to the Premier, Minister of Agriculture and Minister responsible for the Core Review to protect the ALC and ALR.

Financial Implications

None

Conclusion

To ensure that the City's ALC and ALR interests are protected during the upcoming provincial Core Review, staff recommend that Council reiterate to the Premier, Minister of Agriculture and Minister responsible for the Core Review, that the Provincial Government: (1) protect, enhance, adequately fund, and enforce the Agricultural Land Reserve, Agricultural Land Commission, and its policies; and (2) enable consultation opportunities for City Council, the Richmond Agriculture Advisory Committee (AAC) and public. As well, copies of the letter be sent to all Members of the Legislative Assembly (MLAs), the Metro Vancouver Board and local governments, and the Port Metro Vancouver Board.



Terry Crowe, Manager,
Policy Planning
(604-276-4139)

TC:kt

- | | |
|---------------------|--|
| Attachment 1 | November 7, 2013, The Globe and Mail Article titled: 'Sacrosanct' Agricultural Land Commission eyed for breakup" which includes: "B.C. government documents summarize proposal to dismantle Agricultural Land Commission". |
| Attachment 2 | November 7, 2013, Vancouver Sun article titled: "B.C. looks to overhaul Agricultural Land Reserve" |
| Attachment 3 | November 8, 2013, The Province article titled: "B.C. gov't denies it wants to change land reserve" |

'Sacrosanct' Agricultural Land Commission eyed for breakup

MARK HUME

VANCOUVER — The Globe and Mail

Published Thursday, Nov. 07 2013, 8:00 AM EST

Last updated Thursday, Nov. 07 2013, 6:58 PM EST

British Columbia's "sacrosanct" Agricultural Land Commission will be effectively dismantled and the B.C. Oil and Gas Commission will assume new responsibilities for land use decisions if a proposal prepared for cabinet is adopted, according to confidential government documents

[<http://www.theglobeandmail.com/news/british-columbia/bc-government-documents-summarize-proposal-to-dismantle-agricultural-land-commission/article15322690/>].

Information obtained by The Globe and Mail shows that B.C. Agriculture Minister Pat Pimm is preparing to ask cabinet to endorse a plan to "modernize" the ALC, an independent Crown agency, which has overseen and protected about four million hectares of farmland for 40 years. Under the plan, the ALC – long a thorn in the side of developers who want to free up farmland – would move within the Ministry of Agriculture, apparently ending its autonomy from government.

More Related to this Story

- [B.C. Liberals looking to appease private interests with land reforms, Dix says](#)
- [B.C. land dispute underlines Delta farmland's uncertain future](#)
- [Delta council feeling the heat in Tsawwassen hearings](#)

The move reflects the rapid ascendancy of the oil and gas industry in B.C., which has become a prime focus of government.

"The Agricultural Land Commission legislative mandate is too narrow to allow decisions that align with the priority for economic development," is the message Mr. Pimm will deliver, according to a document labelled Cabinet Decision Summary Sheet.

The document provides a point-by-point description of the steps Mr. Pimm wants to take. It calls on cabinet to allow him to "develop the necessary policy, regulatory and legislative amendments" he needs to implement dramatic change.

Energy Minister Bill Bennett – who earlier this year identified the ALC as a target when he promised the government's core review would "look at the sacrosanct things, like ... the Agricultural Land

Reserve and the Agricultural Land Commission” – returned a call made to Mr. Pimm’s office.

“It’s a cabinet process and you apparently have a cabinet document. I’m not permitted ... to talk about cabinet processes and the things that are being discussed,” said Mr. Bennett, who is in charge of the core review.

“Nothing that the core review process could potentially do would reduce the protection for farmland in British Columbia,” he said. “Bottom line. There is nothing that we would contemplate that would reduce or undermine the central principle of the Agricultural Land Reserve, which is the protection of farmland and the sustainability of farming.”

According to a second unmarked document, Mr. Pimm will propose splitting the ALR into two zones, where different rules would apply. The ALR currently protects all agricultural land across the province, but Mr. Pimm would like to see the land in the Okanagan and Fraser valleys and Vancouver Island in one zone, with land in the Interior, Kootenays and everything north of the Okanagan in a second zone.

The move appears designed to allow the government to ease the way for resource development in the northeast, where oil and gas development has increasingly been in conflict with farmers and ranchers.

Mr. Pimm spent 25 years working in the oil and gas industry before being elected to the provincial legislature. His appointment by Premier Christy Clark as Agriculture Minister was seen as an early sign the Liberal government didn’t want the ALC to hinder energy resource development.

Earlier this year, the ALC signed a “delegation agreement” with the BC OGC, giving the agency limited authority to authorize non-farm use of agricultural land. Under Mr. Pimm’s proposal, the BC OGC would become the primary authority on deciding whether agricultural land, outside the Okanagan and southwest region, could be withdrawn for industrial use.

Mr. Pimm is also proposing to give local governments more control, calling for “community growth applications [to be] decided by local governments.”

The ALC was established in 1974 as concerns grew in B.C. about the 6,000 hectares a year of prime agricultural land then being lost to development. Now about 500 hectares are removed annually.

B.C. government documents summarize proposal to dismantle Agricultural Land Commission

MARK HUME

Vancouver — The Globe and Mail

Published Thursday, Nov. 07 2013, 6:48 PM EST

Last updated Thursday, Nov. 07 2013, 6:56 PM EST

This is a partial transcript of a document on government letterhead, portions of which were blacked out, that carries the signature line for B.C. Agriculture Minister Pat Pimm. It identifies the Agricultural Land Reserve as the issue to be addressed through proposed policy changes.

Read the original story here. [<http://www.theglobeandmail.com/news/british-columbia/sacrosanct-agricultural-land-commission-eyed-for-breakup/article15306864/>]

Cabinet Decision Summary Sheet

Issue: Agricultural Land Reserve

The Agricultural Land Commission legislative mandate is too narrow to allow decisions that align with the priority for economic development.

Request:

Modernize the ALC to ensure that government's priorities for economic development are reflected in ALC decisions, and to improve service levels for applicants.

Proposed Minute:

- Develop the necessary policy, regulatory and legislative amendments to:
- Modernize ALC decision making to reflect government priorities.
- Create two ALR areas with different rules.
- Change the ALC's legislative mandate, in one or both ALR areas
- Remove some decisions from the ALC.
- Community growth applications decided by local governments.
- Modernize ALC operations by moving the ALC into the Ministry.

– Honorable Pat Pimm

A second document was not on government letterhead, but contained additional information and

CNCL - 283

3

sources say it appears to be an accurate summary of the government's proposals.

Cabinet is days away from considering the Core Review's proposal on the Agricultural Land Reserve and Agricultural Land Commission.

The proposed changes, if approved, will:

- 1) Dismantle the Agricultural Land Commission – staff and their functions will move into the Ministry of Agriculture. There will be regional panels but decisions will be able to be appealed to a third party and overturned.
- 2) Change the mandate of the ALC – the ALC will be required to give equal weight to economic development as well as agriculture.
- 3) Create two classes of ALR – one area will be status quo – this will be the Okanagan and Fraser Valley-Vancouver Island. The other area will cover the Interior, Kootenays and everything north of the Okanagan, where the rules will be “anything goes.”
- 4) Change what local governments can and can't do around land use decisions.
- 5) Make oil and gas decisions the priority land use decisions and the Oil and Gas Commission the primary authority.

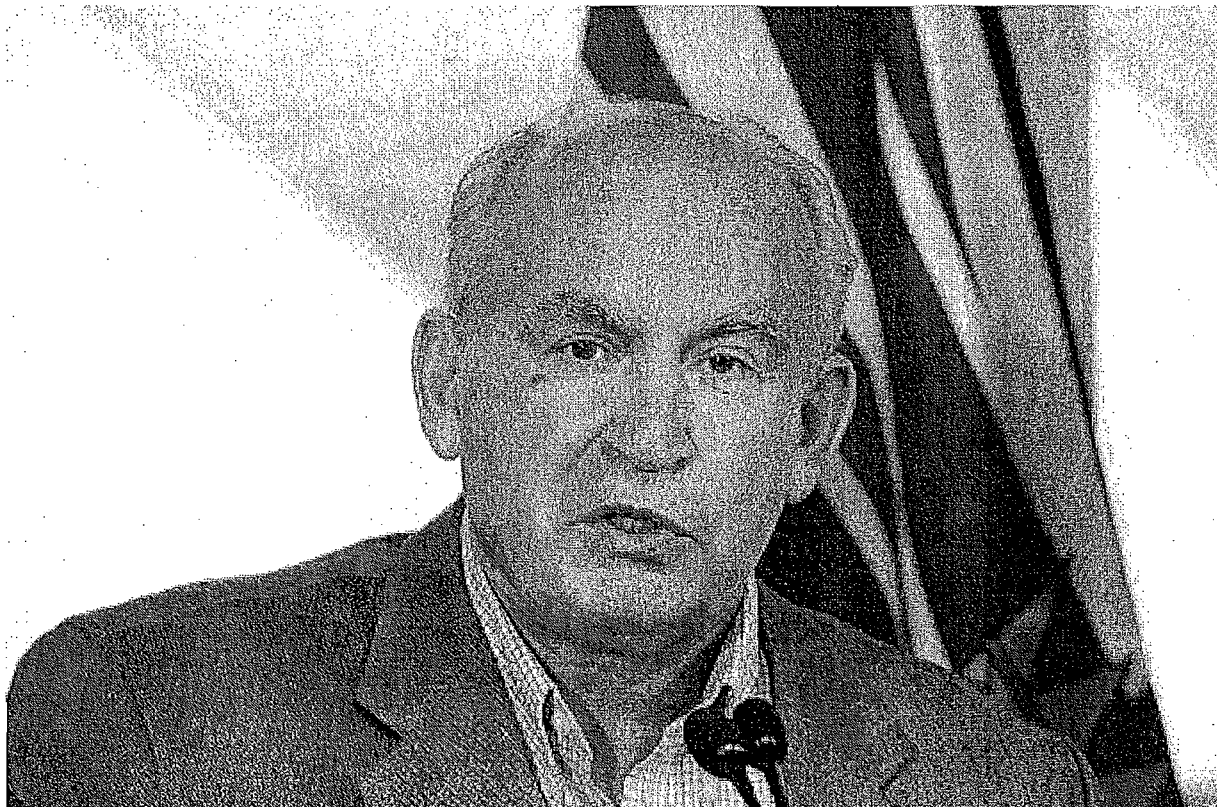
More Related to this Story

- ['Sacrosanct' Agricultural Land Commission eyed for breakup](#)
- [B.C. Liberals looking to appease private interests with land reforms, Dix says](#)

B.C. looks to overhaul Agricultural Land Reserve

Plans could dismantle one of B.C.'s most-popular government initiatives

BY RANDY SHORE, VANCOUVER SUN NOVEMBER 7, 2013 4:16 PM



Bill Bennett, cabinet minister in charge of Victoria's core review of government programs, says the provincial government is hoping to free up land in northern and eastern B.C. that is currently locked in the Agricultural Land Reserve to encourage economic development

Photograph by: NICK PROCAYLO, PNG

The provincial government is hoping to free up land in northern and eastern B.C. that is currently locked in the Agricultural Land Reserve to encourage economic development, according to Energy Minister Bill Bennett, the minister responsible for B.C.'s core service review.

Bennett wants to ensure that marginal agricultural land within the Agricultural Land Reserve in the Kootenays, Cariboo and the northeast is used for the broader benefit of local economies.

"That's what people in those areas tell us they want," he said.

Bennett suggested the Agricultural Land Commission, the independent Crown agency charged with protecting 4.7 million hectares of land in the ALR for farming, has been too rigid in its pursuit of that mandate, something that could change as part of the government's service review.

"When the reserve was created several decades ago, there was much land put in that wasn't good for agriculture," said Bennett. "We were promised a review of the boundaries after five years, and that never happened."

The province's best agricultural land is concentrated in Richmond, South Vancouver Island, the Fraser Valley and the Okanagan, said Bennett.

"When you get outside those areas into places like the Kootenays, the Cariboo and the northeast, you'll find a fair bit of land that really isn't good for agriculture," he said.

About one-third of the ALR land in the Kootenays — approximately 140,00 hectares — is Class 5, 6 or 7, the lowest-quality soils for agriculture, according to government data.

Critics worry the B.C. Liberals intend to weaken the commission's mandate in order to facilitate economic expansion and real estate development, the very forces the ALR was created to defend against.

The commission considers 600 to 1,000 applications a year for exclusion from the land reserve.

"That's our farming and food security gone, right there," said Brent Mansfield, co-chair of the B.C. Foods Systems Network. "If you change its farmland protection mandate and take away its provincial focus and its independence, you make the Agricultural Land Commission powerless and ineffective."

In a letter to Bennett and Agriculture Minister Pat Pimm, Mansfield and co-chair Abra Byrne worry that the government is sacrificing B.C.'s future food security for short-term economic gain.

"As B.C. considers the current opportunities in the energy sector, resource development must be balanced with the long-term food production capacity of the province so crucial to our food security," they wrote.

But farmers have been lobbying for change to the legislation that governs the land commission, arguing that it is too restrictive and stifles business growth — activities such as on-farm processing and agri-tourism — in what is an increasingly diverse food industry, according to Rhonda Driediger, chairwoman of the B.C. Agriculture Council.

"There is definitely land throughout B.C. that is in the wrong classification, some of which can be used for non-soiled-based agriculture such as greenhouses and poultry operations," she said. "We should be looking at the best economic use of land."

Driediger is unconcerned about a rumoured government agenda to hand control of agricultural land to the oil and gas industry.

The Oil and Gas Commission already has authority to exclude ALR land for oil and gas extraction and pipeline construction under a decade-old agreement with the land commission.

"That's old news," she said.

Bennett spent much of his day Thursday responding to documents obtained by The Globe and Mail that appeared to suggest the government is considering an expanded responsibility for land use decisions for the Oil and Gas Commission. The Globe story also suggested the government wants the land commission under the control of the ministry of agriculture.

Bennett dismissed the documents as "talking points" and "bold ideas" meant to elicit discussion.

"We have no plans to bring the (land commission) into the government or let public servants or elected people to make decisions about the Agricultural Land Reserve," said Bennett. "We are not going to dismantle the (land commission) and regional panels that we ourselves created. That I can tell you for certain."

The provincial government two years ago restored funding to the land commission in response to a 2010 report by the auditor general that said the commission was struggling to fulfil its mandate. A moratorium on repeat applications to exclude land from the reserve was also implemented at that time to ease development pressure on farmland.

NDP agriculture critic Nicholas Simons said Bennett appears to be pursuing a personal agenda in his criticism of the land commission, stemming from irritation over specific decisions by the body.

"He just seems unhappy that decisions have been made that promote farm uses, and he seems to think there are better ways to use that land," said Simons.

The core service review is meant to examine ways to deliver government services in a more cost-effective way. The review is expected to continue until the end of 2014.

rshore@vancouver.sun.com

Blog: vancouver.sun.com/greenman

Podcast: vancouver.sun.com/podcasts

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B.C. gov't denies it wants to change land reserve

A leaked cabinet document that proposes significant changes to B.C.'s Agricultural Land Reserve prompted swift denials Thursday from the provincial government.

The Globe and Mail published a story based on cabinet documents that reportedly outline a proposal from Agriculture Minister Pat Pimm to "modernize" the Agricultural Land Commission, the Crown agency that manages the land reserve.

Among other things, the proposal would see the commission cease to be an independent agency.

Instead, it would come under the control of the Agriculture Ministry, while handing "primary authority" to authorize industrial activity on agricultural land to the B.C. Oil and Gas Commission, the newspaper reported.

The documents were prepared as part of a so-called "core review" of government operations, launched earlier this year in a bid to trim the provincial budget.

The cabinet minister in charge of that review responded Thursday by ruling out many of the most controversial aspects of the leaked proposal.

Bill Bennett, also the minister of energy and mines, said the newspaper story was based on an "older document" that has been rejected.

"We certainly have no plans to bring the commission inside government or tamper with the independence of the commission, and we have no plans to undermine the central principle of the reserve, which is the protection of good quality farmland," Bennett said.

But his comments did little to assure supporters of the land reserve, created in the mid-

1970s by the NDP government of the day.

Harold Steves, a Richmond councillor who as an NDP member of the legislature in the 1970s was considered one of the land reserve's co-founders, said he's convinced the Liberal government is searching for ways to weaken the reserve and the commission that protects it.

Steves warned any attempt to tamper with the land reserve would be fraught with political danger. "If they called an election on this issue, they wouldn't get a seat," he said.

— *The Canadian Press*

Nov. 4, 2013

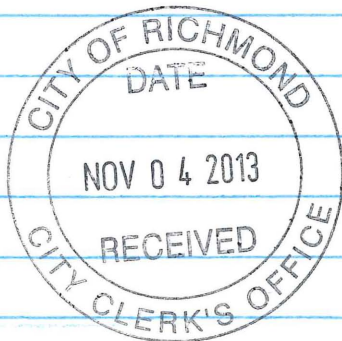
To: City Clerk's Office; Rm. City Hall
From: Nancy Trant, #201-10100 #3 Rd., Rm.

I would like 5 min. at the next city council meeting to speak about the ever-growing importance of our Agricultural Land Reserve. I'm concerned about the delay in getting proper protection and adequate help to enforce the problem of illegal dumping on these lands.

Thank you for your consideration.

Yours sincerely,

Nancy J Trant
Tel: 604/277-0450





**Richmond Zoning Bylaw 8500
Amendment Bylaw 8769 (10-516267)
9160 NO. 2 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 (RTM3)**.

P.I.D. 010-776-443

Lot 1 Except: Firstly: Part Subdivided By Plan 31630

Secondly: Part Subdivided By Plan 38285, Block "B"

Section 30 Block 4 North Range 6 West New Westminster District Plan 2777

2. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 8769**".

FIRST READING

JUL 11 2011

A PUBLIC HEARING WAS HELD ON

JUN 18 2012

SECOND READING

JUN 18 2012

THIRD READING

JUN 18 2012

DEVELOPMENT REQUIREMENTS SATISFIED

NOV 04 2013

ADOPTED

MAYOR

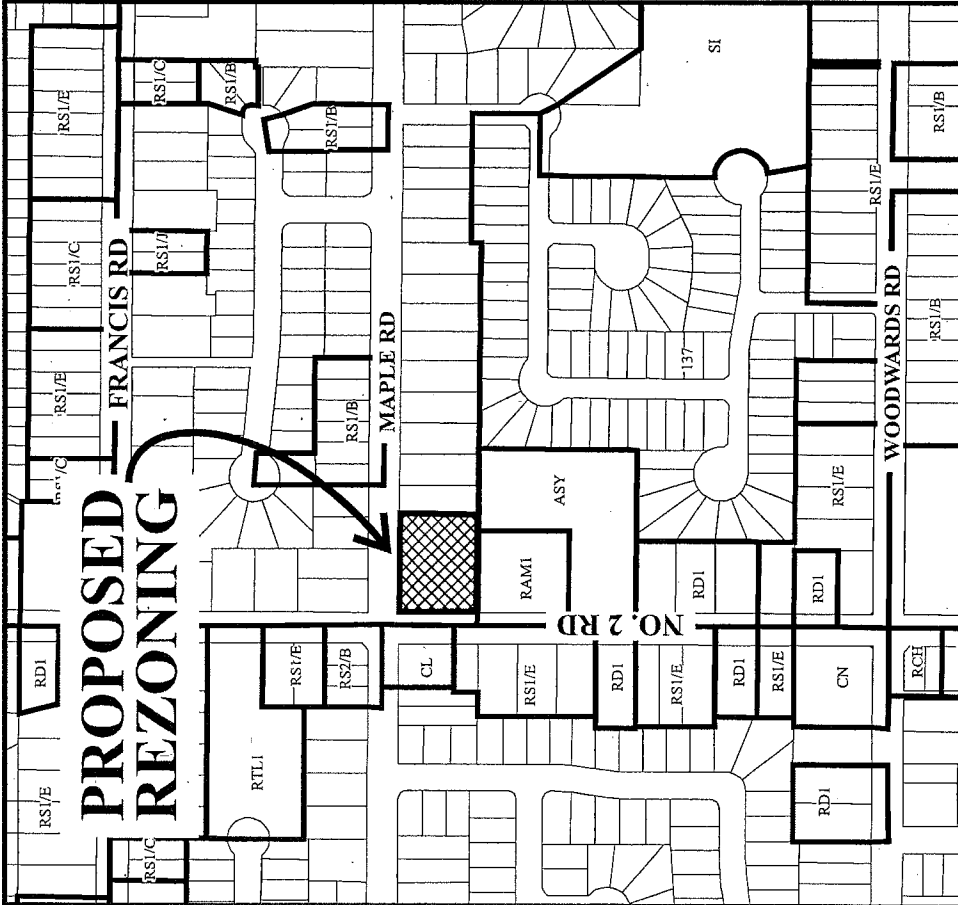
CORPORATE OFFICER



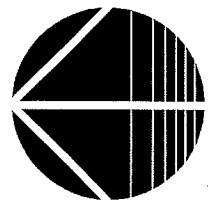
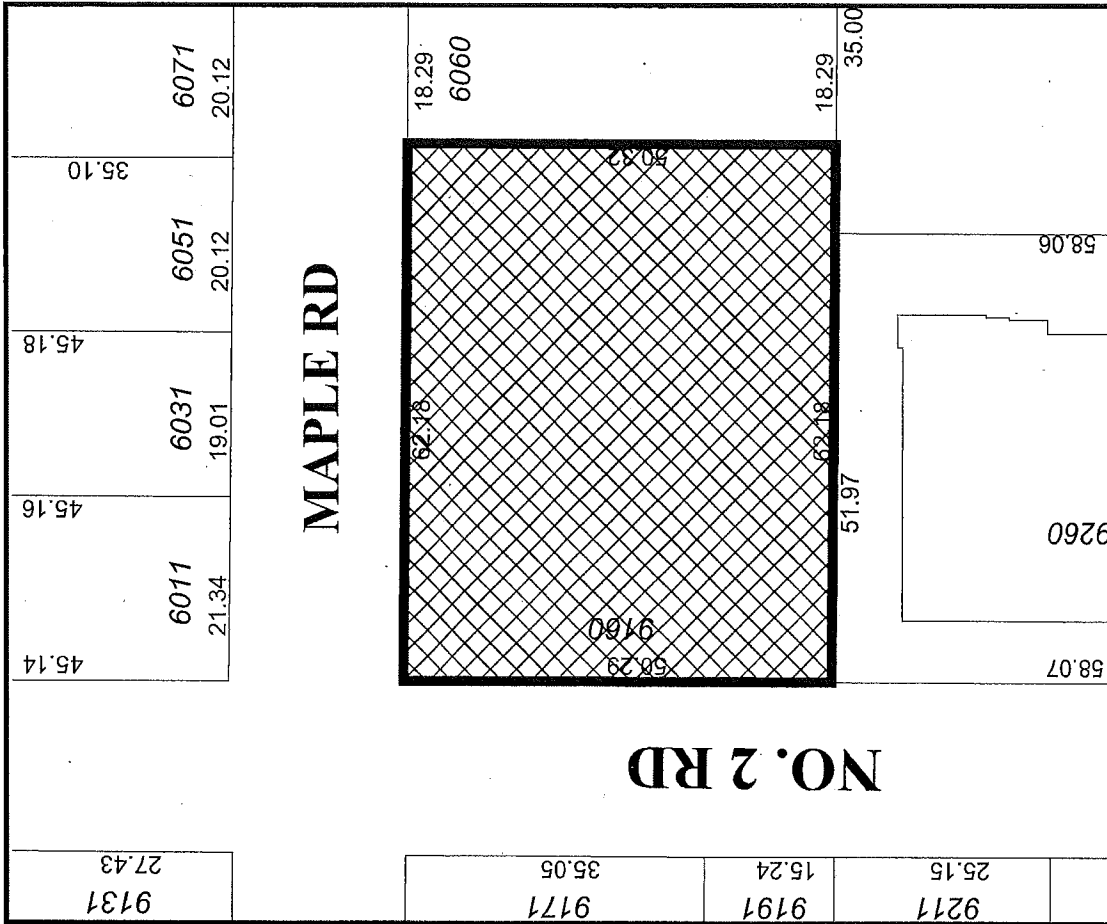


City of Richmond

PROPOSED REZONING



CNCL - 291



RZ 10-516267

Original Date: 03/02/10

Revision Date: 05/18/11

Note: Dimensions are in METRES



Housing Agreement (9500 Cambie Road) Bylaw No. 8862

The Council of the City of Richmond enacts as follows:

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

PID: 004-065-999

Lot 9 Block "A", Section 34, Block 5, North Range 6,
West New Westminster District Plan 1224

2. This Bylaw is cited as "**Housing Agreement (9500 Cambie Road) Bylaw No. 8862**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

OCT 15 2013

OCT 15 2013

OCT 15 2013

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

MAYOR

CORPORATE OFFICER

HOUSING AGREEMENT
(Section 905 *Local Government Act*)

THIS AGREEMENT is dated for reference the 21st day of August, 2013.

BETWEEN:

0890784 B.C. Ltd. (Inc. No. 0890784)

a company duly incorporated under the laws of the Province of British Columbia and having its registered office at 308 – 8171 Cook Road, Richmond, British Columbia, V6Y 3T8

(the “Owner” as more fully defined in section 1.1 of this Agreement)

AND:

CITY OF RICHMOND,

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

(the “City” as more fully defined in section 1.1 of this Agreement)

WHEREAS:

- A. Section 905 of the *Local Government Act* permits the City to enter into and, by legal notation on title, note on title to lands, housing agreements which may include, without limitation, conditions in respect to the form of tenure of housing units, availability of housing units to classes of persons, administration of housing units and rent which may be charged for housing units;
- B. The Owner is the owner of the Lands (as hereinafter defined); and
- C. The Owner and the City wish to enter into this Agreement (as herein defined) to provide for affordable housing on the terms and conditions set out in this Agreement,

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

**ARTICLE 1
DEFINITIONS AND INTERPRETATION**

1.1 In this Agreement the following words have the following meanings:

- (a) **"Affordable Housing Unit"** means a Dwelling Unit or Dwelling Units designated as such in accordance with a building permit and/or development permit issued by the City and/or, if applicable, in accordance with any rezoning consideration applicable to the development on the Lands and includes, without limiting the generality of the foregoing, the Dwelling Unit charged by this Agreement;
- (b) **"Agreement"** means this agreement together with all schedules, attachments and priority agreements attached hereto;
- (c) **"City"** means the City of Richmond;
- (d) **"CPI"** means the All-Items Consumer Price Index for Vancouver, B.C. published from time to time by Statistics Canada, or its successor in function;
- (e) **"Daily Amount"** means \$100.00 per day as of January 1, 2009, adjusted annually thereafter by adding thereto an amount calculated by multiplying \$100.00 by the percentage change in the CPI since January 1, 2009, to January 1 of the year that a written notice is delivered to the Owner by the City pursuant to section 6.1 of this Agreement. In the absence of obvious error or mistake, any calculation by the City of the Daily Amount in any particular year shall be final and conclusive;
- (f) **"Dwelling Unit"** means a residential dwelling unit or units located or to be located on the Lands whether those dwelling units are lots, strata lots or parcels, or parts or portions thereof, and includes single family detached dwellings, duplexes, townhouses, auxiliary residential dwelling units, rental apartments and strata lots in a building strata plan and includes, where the context permits, an Affordable Housing Unit;
- (g) **"Eligible Tenant"** means a Family having a cumulative annual income of:
 - (i) in respect to a bachelor unit, \$34,000 or less;
 - (ii) in respect to a one bedroom unit, \$38,000 or less;
 - (iii) in respect to a two bedroom unit, \$46,500 or less; or
 - (iv) in respect to a three or more bedroom unit, \$57,500 or less

provided that, commencing July 1, 2013, the annual incomes set-out above shall, in each year thereafter, be adjusted, plus or minus, by adding or subtracting therefrom, as the case may be, an amount calculated that is equal to the Core Need Income Threshold data and/or other applicable data produced by Canada

Mortgage Housing Corporation in the years when such data is released. In the event that, in applying the values set-out above, the rental increase is at any time greater than the rental increase permitted by the *Residential Tenancy Act*, then the increase will be reduced to the maximum amount permitted by the *Residential Tenancy Act*. In the absence of obvious error or mistake, any calculation by the City of an Eligible Tenant's permitted income in any particular year shall be final and conclusive;

- (h) **"Family"** means:
 - (i) a person;
 - (ii) two or more persons related by blood, marriage or adoption; or
 - (iii) a group of not more than 6 persons who are not related by blood, marriage or adoption
- (i) **"Housing Covenant"** means the agreements, covenants and charges granted by the Owner to the City (which includes covenants pursuant to section 219 of the *Land Title Act*) charging the Lands registered on ____ day of _____, 2013, under number _____, as it may be amended or replaced from time to time;
- (j) **"Interpretation Act"** means the *Interpretation Act*, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;
- (k) **"Land Title Act"** means the *Land Title Act*, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;
- (l) **"Lands"** means the following lands and premises situate in the City of Richmond and, including a building or a portion of a building, into which said land is Subdivided:

 PID: 004-065-999
 Lot 9 Block "A" Section 34 Block 5 North Range 6 West New Westminster District Plan 1224
- (m) **"Local Government Act"** means the *Local Government Act*, R.S.B.C. 1996, Chapter 323, together with all amendments thereto and replacements thereof;
- (n) **"LTO"** means the New Westminster Land Title Office or its successor;
- (o) **"Owner"** means the party described on page 1 of this Agreement as the Owner and any subsequent owner of the Lands or of any part into which the Lands are Subdivided, and includes any person who is a registered owner in fee simple of an Affordable Housing Unit from time to time;
- (p) **"Permitted Rent"** means no greater than:

- (i) \$850.00 a month for a bachelor unit;
- (ii) \$950.00 a month for a one bedroom unit;
- (iii) \$1,162.00 a month for a two bedroom unit; and
- (iv) \$1,437.00 a month for a three (or more) bedroom unit,

provided that, commencing July 1, 2013, the rents set-out above shall, in each year thereafter, be adjusted, plus or minus, by adding or subtracting therefrom, as the case may be, an amount calculated that is equal to the Core Need Income Threshold data and/or other applicable data produced by Canada Mortgage Housing Corporation in the years when such data is released. In the event that, in applying the values set-out above, the rental increase is at any time greater than the rental increase permitted by the *Residential Tenancy Act*, then the increase will be reduced to the maximum amount permitted by the *Residential Tenancy Act*. In the absence of obvious error or mistake, any calculation by the City of the Permitted Rent in any particular year shall be final and conclusive;

- (q) "**Real Estate Development Marketing Act**" means the *Real Estate Development Marketing Act*, S.B.C. 2004, Chapter 41, together with all amendments thereto and replacements thereof;
- (r) "**Residential Tenancy Act**" means the *Residential Tenancy Act*, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof;
- (s) "**Strata Property Act**" means the *Strata Property Act* S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof;
- (t) "**Subdivide**" means to divide, apportion, consolidate or subdivide the Lands, or the ownership or right to possession or occupation of the Lands into two or more lots, strata lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise, under the *Land Title Act*, the *Strata Property Act*, or otherwise, and includes the creation, conversion, organization or development of "cooperative interests" or "shared interest in land" as defined in the *Real Estate Development Marketing Act*;
- (u) "**Tenancy Agreement**" means a tenancy agreement, lease, license or other agreement granting rights to occupy an Affordable Housing Unit; and
- (v) "**Tenant**" means an occupant of an Affordable Housing Unit by way of a Tenancy Agreement.

1.2 In this Agreement:

- (a) reference to the singular includes a reference to the plural, and *vice versa*, unless the context requires otherwise;

- (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;
- (d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
- (e) reference to any enactment is a reference to that enactment as consolidated, revised, amended, re-enacted or replaced, unless otherwise expressly provided;
- (f) the provisions of section 25 of the *Interpretation Act* with respect to the calculation of time apply;
- (g) time is of the essence;
- (h) all provisions are to be interpreted as always speaking;
- (i) reference to a "party" is a reference to a party to this Agreement and to that party's respective successors, assigns, trustees, administrators and receivers. Wherever the context so requires, reference to a "party" also includes an Eligible Tenant, agent, officer and invitee of the party;
- (j) reference to a "day", "month", "quarter" or "year" is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the case may be, unless otherwise expressly provided; and
- (k) where the word "including" is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word "including".

ARTICLE 2 USE AND OCCUPANCY OF AFFORDABLE HOUSING UNITS

- 2.1 The Owner agrees that each Affordable Housing Unit may only be used as a permanent residence occupied by one Eligible Tenant. An Affordable Housing Unit must not be occupied by the Owner, the Owner's family members (unless the Owner's family members qualify as Eligible Tenants), or any tenant or guest of the Owner, other than an Eligible Tenant.
- 2.2 Within 30 days after receiving notice from the City, the Owner must, in respect of each Affordable Housing Unit, provide to the City a statutory declaration, substantially in the form (with, in the City Solicitor's discretion, such further amendments or additions as deemed necessary) attached as Appendix A, sworn by the Owner, containing all of the information required to complete the statutory declaration. The City may request such statutory declaration in respect to each Affordable Housing Unit no more than once in any calendar year; provided, however, notwithstanding that the Owner may have already

provided such statutory declaration in the particular calendar year, the City may request and the Owner shall provide to the City such further statutory declarations as requested by the City in respect to an Affordable Housing Unit if, in the City's absolute determination, the City believes that the Owner is in breach of any of its obligations under this Agreement.

- 2.3 The Owner hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.

ARTICLE 3

DISPOSITION AND ACQUISITION OF AFFORDABLE HOUSING UNITS

- 3.1 The Owner will not permit an Affordable Housing Unit Tenancy Agreement to be subleased or assigned.
- 3.2 If this Housing Agreement encumbers more than one Affordable Housing Unit, then the Owner may not, without the prior written consent of the City Solicitor, sell or transfer less than five (5) Affordable Housing Units in a single or related series of transactions with the result that when the purchaser or transferee of the Affordable Housing Units becomes the owner, the purchaser or transferee will be the legal and beneficial owner of not less than five (5) Affordable Housing Units.
- 3.3 The Owner must not rent, lease, license or otherwise permit occupancy of any Affordable Housing Unit except to an Eligible Tenant and except in accordance with the following additional conditions:
- (a) the Affordable Housing Unit will be used or occupied only pursuant to a Tenancy Agreement;
 - (b) the monthly rent payable for the Affordable Housing Unit will not exceed the Permitted Rent applicable to that class of Affordable Housing Unit;
 - (c) the Owner will not require the Tenant or any permitted occupant to pay any strata fees, strata property contingency reserve fees or any extra charges or fees for use of any common property, limited common property, or other common areas, facilities or amenities, or for sanitary sewer, storm sewer, water, other utilities, property or similar tax; provided, however, if the Affordable Housing Unit is a strata unit and the following costs are not part of strata or similar fees, an Owner may charge the Tenant the Owner's cost, if any, of providing cablevision, telephone, other telecommunications, gas, or electricity fees, charges or rates;
 - (d) the Owner will attach a copy of this Agreement to every Tenancy Agreement;
 - (e) the Owner will include in the Tenancy Agreement a clause requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement;

- (f) the Owner will include in the Tenancy Agreement a clause entitling the Owner to terminate the Tenancy Agreement if:
 - (i) an Affordable Housing Unit is occupied by a person or persons other than an Eligible Tenant;
 - (ii) the annual income of an Eligible Tenant rises above the applicable maximum amount specified in section 1.1(g) of this Agreement;
 - (iii) the Affordable Housing Unit is occupied by more than the number of people the City's building inspector determines can reside in the Affordable Housing Unit given the number and size of bedrooms in the Affordable Housing Unit and in light of any relevant standards set by the City in any bylaws of the City;
 - (iv) the Affordable Housing Unit remains vacant for three consecutive months or longer, notwithstanding the timely payment of rent; and/or
 - (v) the Tenant subleases the Affordable Housing Unit or assigns the Tenancy Agreement in whole or in part,

and in the case of each breach, the Owner hereby agrees with the City to forthwith provide to the Tenant a notice of termination. Except for section 3.3(f)(ii) of this Agreement [*Termination of Tenancy Agreement if Annual Income of Tenant rises above amount prescribed in section 1.1(g) of this Agreement*], the notice of termination shall provide that the termination of the tenancy shall be effective 30 days following the date of the notice of termination. In respect to section 3.3(f)(ii) of this Agreement, termination shall be effective on the day that is six (6) months following the date that the Owner provided the notice of termination to the Tenant;

- (g) the Tenancy Agreement will identify all occupants of the Affordable Housing Unit and will stipulate that anyone not identified in the Tenancy Agreement will be prohibited from residing at the Affordable Housing Unit for more than 30 consecutive days or more than 45 days total in any calendar year; and
 - (h) the Owner will forthwith deliver a certified true copy of the Tenancy Agreement to the City upon demand.
- 3.4 If the Owner has terminated the Tenancy Agreement, then the Owner shall use best efforts to cause the Tenant and all other persons that may be in occupation of the Affordable Housing Unit to vacate the Affordable Housing Unit on or before the effective date of termination.

ARTICLE 4

DEMOLITION OF AFFORDABLE HOUSING UNIT

- 4.1 The Owner will not demolish an Affordable Housing Unit unless:

- (a) the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that it is no longer reasonable or practical to repair or replace any structural component of the Affordable Housing Unit, and the Owner has delivered to the City a copy of the engineer's or architect's report; or
- (b) the Affordable Housing Unit is damaged or destroyed, to the extent of 40% or more of its value above its foundations, as determined by the City in its sole discretion,

and, in each case, a demolition permit for the Affordable Housing Unit has been issued by the City and the Affordable Housing Unit has been demolished under that permit.

Following demolition, the Owner will use and occupy any replacement Dwelling Unit in compliance with this Agreement and the Housing Covenant both of which will apply to any replacement Dwelling Unit to the same extent and in the same manner as those agreements apply to the original Dwelling Unit, and the Dwelling Unit must be approved by the City as an Affordable Housing Unit in accordance with this Agreement.

ARTICLE 5 STRATA CORPORATION BYLAWS

- 5.1 This Agreement will be binding upon all strata corporations created upon the strata title Subdivision of the Lands or any Subdivided parcel of the Lands.
- 5.2 Any strata corporation bylaw which prevents, restricts or abridges the right to use the Affordable Housing Units as rental accommodation will have no force and effect.
- 5.3 No strata corporation shall pass any bylaws preventing, restricting or abridging the use of the Affordable Housing Units as rental accommodation.
- 5.4 No strata corporation shall pass any bylaw or approve any levies which would result in only the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit (and not include all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units) paying any extra charges or fees for the use of any common property, limited common property or other common areas, facilities, or amenities of the strata corporation.
- 5.5 The strata corporation shall not pass any bylaw or make any rule which would restrict the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit from using and enjoying any common property, limited common property or other common areas, facilities or amenities of the strata corporation except on the same basis that governs the use and enjoyment of any common property, limited common property or other common areas, facilities or amenities of the strata corporation by all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units.

ARTICLE 6 DEFAULT AND REMEDIES

- 6.1 The Owner agrees that, in addition to any other remedies available to the City under this Agreement or the Housing Covenant or at law or in equity, if an Affordable Housing Unit is used or occupied in breach of this Agreement or rented at a rate in excess of the Permitted Rent or the Owner is otherwise in breach of any of its obligations under this Agreement or the Housing Covenant, the Owner will pay the Daily Amount to the City for every day that the breach continues after forty-five (45) days written notice from the City to the Owner stating the particulars of the breach. For greater certainty, the City is not entitled to give written notice with respect to any breach of the Agreement until any applicable cure period, if any, has expired. The Daily Amount is due and payable five (5) business days following receipt by the Owner of an invoice from the City for the same.
- 6.2 The Owner acknowledges and agrees that a default by the Owner of any of its promises, covenants, representations or warranties set-out in the Housing Covenant shall also constitute a default under this Agreement.

ARTICLE 7 MISCELLANEOUS

7.1 Housing Agreement

The Owner acknowledges and agrees that:

- (a) this Agreement includes a housing agreement entered into under section 905 of the *Local Government Act*;
- (b) where an Affordable Housing Unit is a separate legal parcel the City may file notice of this Agreement in the LTO against the title to the Affordable Housing Unit and, in the case of a strata corporation, may note this Agreement on the common property sheet; and
- (c) where the Lands have not yet been Subdivided to create the separate parcels to be charged by this Agreement, the City may file a notice of this Agreement in the LTO against the title to the Lands. If this Agreement is filed in the LTO as a notice under section 905 of the *Local Government Act* prior to the Lands having been Subdivided, and it is the intention that this Agreement is, once separate legal parcels are created and/or the Lands are subdivided, to charge and secure only the legal parcels or Subdivided Lands which contain the Affordable Housing Units, then the City Solicitor shall be entitled, without further City Council approval, authorization or bylaw, to partially discharge this Agreement accordingly. The Owner acknowledges and agrees that notwithstanding a partial discharge of this Agreement, this Agreement shall be and remain in full force and effect and, but for the partial discharge, otherwise unamended. Further, the Owner acknowledges and agrees that in the event that the Affordable Housing Unit is in a strata corporation, this Agreement shall remain noted on the strata corporation's common property sheet.

7.2 Modification

Subject to section 7.1 of this Agreement, this Agreement may be modified or amended from time to time, by consent of the Owner and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City and the Owner.

7.3 Management

The Owner covenants and agrees that it will furnish good and efficient management of the Affordable Housing Units and will permit representatives of the City to inspect the Affordable Housing Units at any reasonable time, subject to the notice provisions in the *Residential Tenancy Act*. The Owner further covenants and agrees that it will maintain the Affordable Housing Units in a good state of repair and fit for habitation and will comply with all laws, including health and safety standards applicable to the Lands. Notwithstanding the foregoing, the Owner acknowledges and agrees that the City, in its absolute discretion, may require the Owner, at the Owner's expense, to hire a person or company with the skill and expertise to manage the Affordable Housing Units.

7.4 Indemnity

The Owner will indemnify and save harmless the City and each of its elected officials, officers, directors, and agents, and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, actions, loss, damage, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:

- (a) any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;
- (b) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Affordable Housing Unit or the enforcement of any Tenancy Agreement; and/or
- (c) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

7.5 Release

The Owner hereby releases and forever discharges the City and each of its elected officials, officers, directors, and agents, and its and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for the:

- (a) construction, maintenance, repair, ownership, lease, license, operation or management of the Lands or any Affordable Housing Unit under this Agreement; and/or

- (b) the exercise by the City of any of its rights under this Agreement or an enactment.

7.6 Survival

The obligations of the Owner set out in this Agreement will survive termination or discharge of this Agreement.

7.7 Priority

The Owner will do everything necessary, at the Owner's expense, to ensure that this Agreement, if required by the City Solicitor, will be noted against title to the Lands in priority to all financial charges and encumbrances which may have been registered or are pending registration against title to the Lands save and except those specifically approved in advance in writing by the City Solicitor or in favour of the City, and that a notice under section 905(5) of the *Local Government Act* will be filed on the title to the Lands.

7.8 City's Powers Unaffected

This Agreement does not:

- (a) affect or limit the discretion, rights, duties or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Lands;
- (b) impose on the City any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;
- (c) affect or limit any enactment relating to the use or subdivision of the Lands; or
- (d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.

7.9 Agreement for Benefit of City Only

The Owner and the City agree that:

- (a) this Agreement is entered into only for the benefit of the City;
- (b) this Agreement is not intended to protect the interests of the Owner, any Tenant, or any future owner, lessee, occupier or user of the Lands or the building or any portion thereof, including any Affordable Housing Unit; and
- (c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.

7.10 No Public Law Duty

Where the City is required or permitted by this Agreement to form an opinion, exercise a discretion, express satisfaction, make a determination or give its consent, the Owner agrees that the City is under no public law duty of fairness or natural justice in that regard and agrees that the City may do any of those things in the same manner as if it were a private party and not a public body.

7.11 Notice

Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered, to the postal address of the Owner set out in the records at the LTO, and in the case of the City addressed:

To: Clerk, City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1

And to: City Solicitor
City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1

or to the most recent postal address provided in a written notice given by each of the parties to the other. Any notice which is delivered is to be considered to have been given on the first day after it is dispatched for delivery.

7.12 Enuring Effect

This Agreement will extend to and be binding upon and enure to the benefit of the parties hereto and their respective successors and permitted assigns.

7.13 Severability

If any provision of this Agreement is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.

7.14 Waiver

All remedies of the City will be cumulative and may be exercised by the City in any order or concurrently in case of any breach and each remedy may be exercised any number of times with respect to each breach. Waiver of or delay in the City exercising any or all remedies will not prevent the later exercise of any remedy for the same breach or any similar or different breach.

7.15 Sole Agreement

This Agreement, and any documents signed by the Owners contemplated by this Agreement (including, without limitation, the Housing Covenant), represent the whole agreement between the City and the Owner respecting the use and occupation of the Affordable Housing Units, and there are no warranties, representations, conditions or collateral agreements made by the City except as set forth in this Agreement. In the event of any conflict between this Agreement and the Housing Covenant, this Agreement shall, to the extent necessary to resolve such conflict, prevail.

7.16 Further Assurance

Upon request by the City the Owner will forthwith do such acts and execute such documents as may be reasonably necessary in the opinion of the City to give effect to this Agreement.

7.17 Covenant Runs with the Lands

This Agreement burdens and runs with the Lands and every parcel into which it is Subdivided in perpetuity. All of the covenants and agreements contained in this Agreement are made by the Owner for itself, its personal administrators, successors and assigns, and all persons who after the date of this Agreement, acquire an interest in the Lands.

7.18 Equitable Remedies

The Owner acknowledges and agrees that damages would be an inadequate remedy for the City for any breach of this Agreement and that the public interest strongly favours specific performance, injunctive relief (mandatory or otherwise), or other equitable relief, as the only adequate remedy for a default under this Agreement.

7.19 No Joint Venture

Nothing in this Agreement will constitute the Owner as the agent, joint venturer, or partner of the City or give the Owner any authority to bind the City in any way.

7.20 Applicable Law

Unless the context otherwise requires, the laws of British Columbia (including, without limitation, the *Residential Tenancy Act*) will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia.

7.21 Deed and Contract

By executing and delivering this Agreement the Owner intends to create both a contract and a deed executed and delivered under seal.

7.22 Joint and Several

If the Owner is comprised of more than one person, firm or body corporate, then the covenants, agreements and obligations of the Owner shall be joint and several.

7.23 Limitation on Owner's Obligations

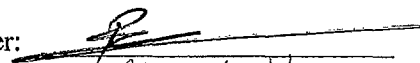
The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered owner of the Lands provided however that notwithstanding that the Owner is no longer the registered owner of the Lands, the Owner will remain liable for breaches of this Agreement that occurred while the Owner was the registered owner of the Lands.

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

0890784 B.C. LTD.

by its authorized signatory(ies):

Per: 
Name: Ajit Thallival

Per: 
Name: Bhupinder Kooner

CITY OF RICHMOND

by its authorized signatory(ies):

Per: Malcolm D. Brodie, Mayor

Per: David Weber, Corporate Officer

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

Appendix A to Housing Agreement

STATUTORY DECLARATION

CANADA)	IN THE MATTER OF A
)	HOUSING AGREEMENT WITH
PROVINCE OF BRITISH COLUMBIA)	THE CITY OF RICHMOND
)	("Housing Agreement")

TO WIT:

I, _____ of _____, British Columbia, do solemnly declare that:

1. I am the owner or authorized signatory of the owner of _____ (the "Affordable Housing Unit"), and make this declaration to the best of my personal knowledge.
2. This declaration is made pursuant to the Housing Agreement in respect of the Affordable Housing Unit.
3. For the period from _____ to _____, the Affordable Housing Unit was occupied only by the Eligible Tenants (as defined in the Housing Agreement) whose names and current addresses and whose employer's names and current addresses appear below:

[Names, addresses and phone numbers of Eligible Tenants and their employer(s)]

4. The rent charged each month for the Affordable Housing Unit is as follows:
 - (a) the monthly rent on the date 365 days before this date of this statutory declaration: \$_____ per month;
 - (b) the rent on the date of this statutory declaration: \$_____; and
 - (c) the proposed or actual rent that will be payable on the date that is 90 days after the date of this statutory declaration: \$_____.
5. I acknowledge and agree to comply with the Owner's obligations under the Housing Agreement, and other charges in favour of the City noted or registered in the Land Title Office against the land on which the Affordable Housing Unit is situated and confirm that the Owner has complied with the Owner's obligations under the Housing Agreement.

6. I make this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and pursuant to the *Canada Evidence Act*.

DECLARED BEFORE ME at the City of _____, in the Province of British Columbia, this _____ day of _____, 2013.

DECLARANT

A Commissioner for Taking Affidavits in the Province of British Columbia

PRIORITY AGREEMENT

In respect to a Housing Agreement (the "Housing Agreement") made pursuant to section 905 of the *Local Government Act* between the City of Richmond and 0890784 B.C. Ltd. (the "Owner") in respect to the lands and premises legally known and described as:

PID: 004-065-999

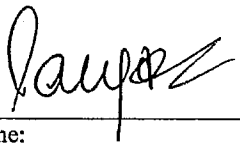
Lot 9 Block "A" Section 34 Block 5 North Range 6 West New Westminster District
Plan 1224

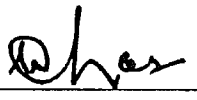
(the "Lands")

GULF AND FRASER FISHERMEN'S CREDIT UNION (the "Chargeholder") is the holder of a Mortgage and Assignment of Rents encumbering the Lands which Mortgage and Assignment of Rents were registered in the Lower Mainland LTO under numbers CA1813114 and CA1813115, respectively ("the Bank Charges").

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

GULF AND FRASER FISHERMEN'S CREDIT UNION
by its authorized signatory(ies):

Per: 
Name: JULIANA YUNG
Executive Vice President, Credit

Per: 
Name: MOSES CHAN
Commercial Account Manager

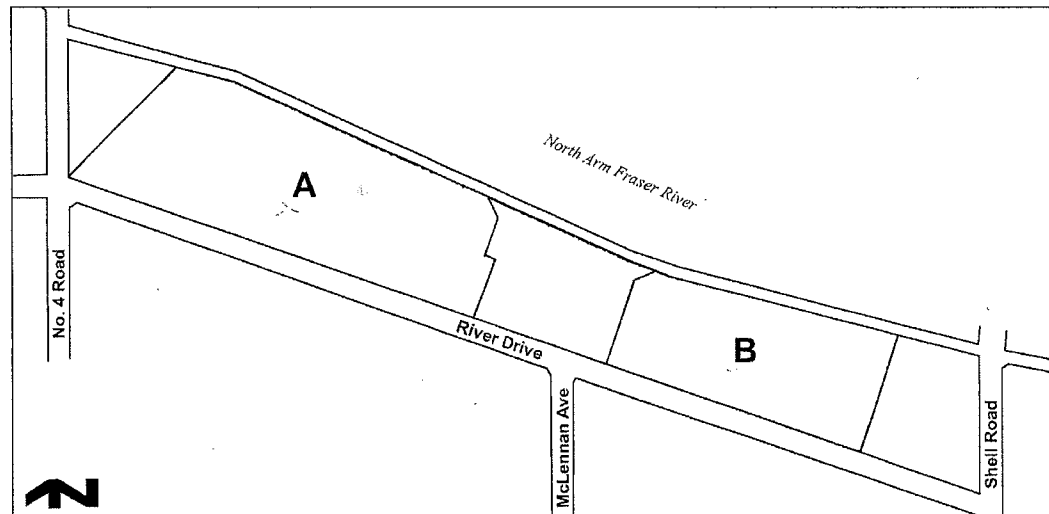


**Richmond Zoning Bylaw 8500
Amendment Bylaw 9036 (ZT 12-611282)
10011, 10111, 10199 and 10311 River Drive**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended:
 - (a) by adding the following at the end of subsection 20.17.2 (Permitted Uses):

“Diagram 1



- (b) by deleting subsection 20.17.4 and substituting the following:
 - “1. The maximum **floor area ratio** for the area identified in Diagram 1, Section 20.17.2, shall be:
 - a) for the total combined area of “A”, regardless of **subdivision**: 1.25; and
 - b) for the total combined area of “B”, regardless of **subdivision**: 1.25.

2. Notwithstanding Section 20.17.4.1, the references to "1.25" in paragraphs (a) and (b) are increased to a higher density of "1.38" if the owner has paid or secured to the satisfaction of the **City** a monetary contribution of \$7,350,459 to the City's capital Affordable Housing Reserve Fund established pursuant to Reserve Fund Establishment Bylaw No. 7812.
 3. Notwithstanding Sections 20.17.4.1 and 20.17.4.2, the following additional **floor area ratio** is permitted:
 - a) 0.1 **floor area ratio** provided that it is entirely used to accommodate **amenity space**; and
 - b) 0.1 **floor area ratio** provided that it is entirely used to accommodate **community amenity space**.
 4. For the purposes of this **zone** only, covered **walkways** and mechanical and electrical rooms having a total **floor area** not exceeding 200.0 m² per **building** are excluded from the **floor area ratio** calculations."
2. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 9036**".

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

JUN 24 2013

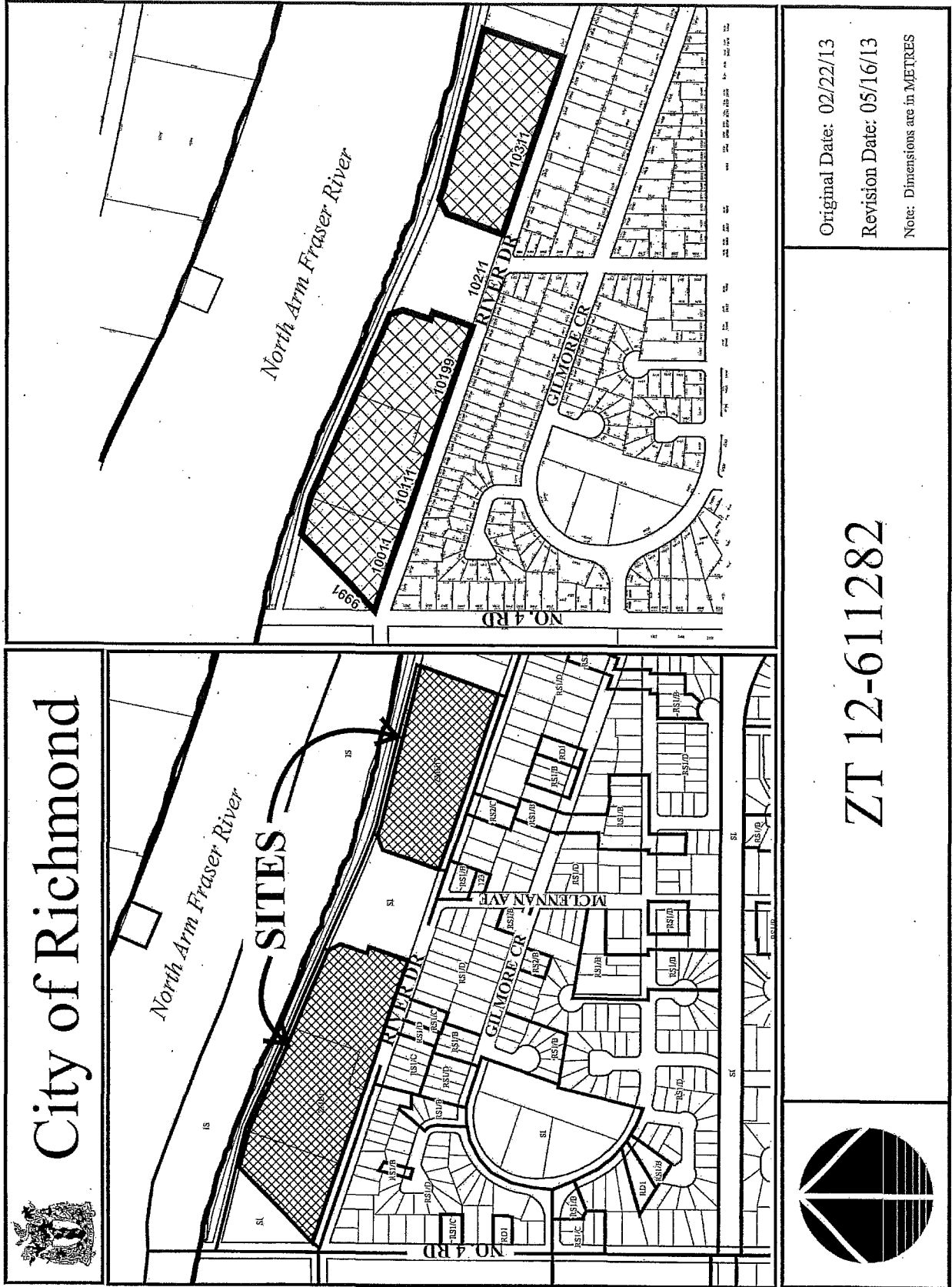
JUL 15 2013

JUL 15 2013

JUL 15 2013

NOV 07 2013

_____
MAYOR_____
CORPORATE OFFICER





Termination of Housing Agreement (Parc Riviera) Bylaw 9037

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

1. The Mayor and City Clerk for the City of Richmond are authorized:
 - a) to execute agreements to terminate the housing agreement referred to in Housing Agreement (1880 No. 4 Road and 10071, 10091, 10111, 10131, 10151, 10311 River Drive) Bylaw No. 8815 (the "Housing Agreement");
 - b) to cause Notices and other charges registered at the Land Title Office in respect the Housing Agreement to be discharged from title; and
 - c) to execute such other documentation required to effect the termination of the Housing Agreement.
2. This Bylaw may be cited as "**Termination of Housing Agreement (Parc Riviera) Bylaw 9037**".

FIRST READING

JUN 24 2013

PUBLIC HEARING

JUL 15 2013

SECOND READING

JUL 15 2013

THIRD READING

JUL 15 2013

OTHER CONDITIONS SATISFIED

NOV 07 2013

ADOPTED



MAYOR

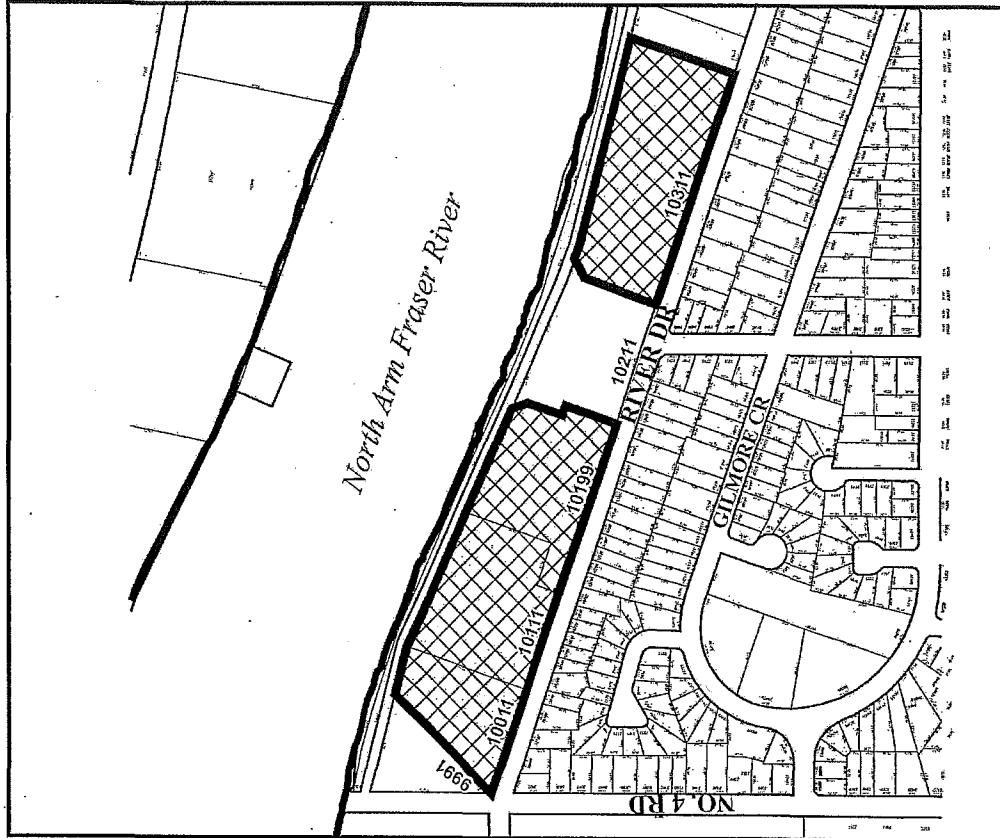
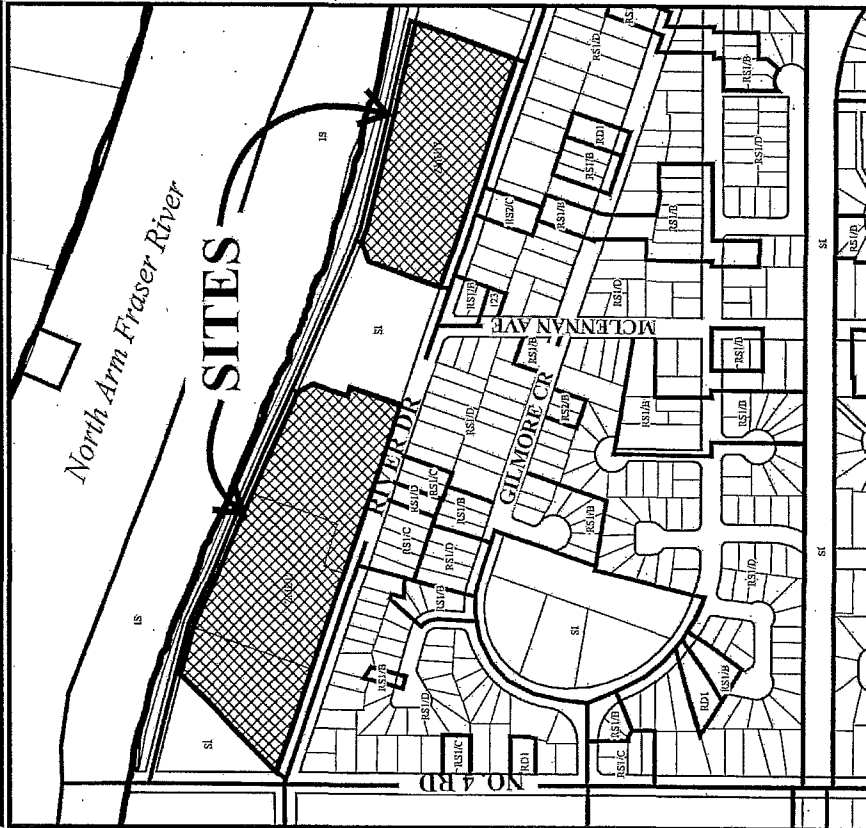
CORPORATE OFFICER



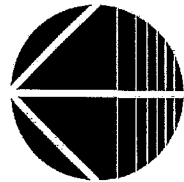
City of Richmond

North Arm Fraser River

SITES



North Arm Fraser River



ZT 12-611282

Original Date: 02/22/13

Revision Date: 05/16/13

Note: Dimensions are in METRES



**Consolidated Fees Bylaw No. 8636
Amendment Bylaw No. 9058**

The Council of the City of Richmond enacts as follows:

1. The Consolidated Fees Bylaw No. 8636, as amended, is further amended by:
 - (a) deleting Section 2.2 and substituting the following:

“2.2 Where applicable, Goods and Services Tax (GST) will be added to the fees specified in the schedules attached to and forming part of this Bylaw.”
 - (b) deleting, in their entirety, the schedules attached to Bylaw No. 8636, as amended, and substituting the schedules attached to and forming part of this Bylaw.
2. This Bylaw comes into force and effect on January 1, 2014.
3. This Bylaw is cited as “**Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9058**”.

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. <i>[Signature]</i>
APPROVED for legality by Solicitor <i>[Signature]</i>

MAYOR

CORPORATE OFFICER

SCHEDULE – ANIMAL CONTROL REGULATION

Animal Control Regulation Bylaw No. 7932

Cat Breeding Permit Fee

Section 2.2

Description	Fee
Cat breeding permit for three years	\$37.75

Animal Control Regulation Bylaw No. 7932

Impoundment Fees

Section 8

Description	Fee
1st time in any calendar year	
Neutered male or spayed female dog	\$43.75
Non-neutered male or unspayed female dog	\$131.00
Dangerous dog*	\$541.00
2nd time in any calendar year	
Neutered male or spayed female dog	\$86.50
Non-neutered male or unspayed female dog	\$272.00
Dangerous dog*	\$1,079.00
3rd time and subsequent times in any calendar year	
Neutered male or spayed female dog	\$272.00
Non-neutered male or unspayed female dog	\$541.00
Dangerous dog*	\$1,079.00
Bird	\$6.00
Domestic farm animal	\$65.00
<i>Impoundment fee also subject to transportation costs</i>	
Other animal	\$32.75
<i>Impoundment fee also subject to transportation costs</i>	

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

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

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

Description	Fee
Dog	\$13.25
Cat	\$13.25
Bird	\$3.00
Domestic farm animal	\$32.75
Other animal	\$11.00

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

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

Description	Fee	Units
<u>Records</u>		
Photocopying and printing of files/bylaw (First 4 pages free) <i>per page</i>	\$0.35	per page
Microfilm printing <i>per page</i>	\$0.35	per page
Photograph Reproductions		
Scanned image (each)	\$16.75	
CD	\$6.00	
5" x 7"	\$13.25	
8" x 10"	\$16.75	
11" x 14"	\$25.00	
16" x 20"	\$34.75	
20" x 24"	\$43.75	
Negatives*	\$16.75	
<i>*If the Archives does not have a copy negative from which to reproduce an image, an additional reproduction fee will be charged to produce which will remain the property of the City of Richmond Archives</i>	<i>*Plus</i> \$16.75	

Archives and Records**Use Fees**

Description	Fee
Publication Fee	
Websites, Books, CDs, etc. (Non-Commercial)	\$16.75
Websites, Books, CDs, etc. (Commercial)	\$32.75
Exhibition Fee (Commercial)	\$54.50

Archives and Records**Tax Searches Fees**

Description	Fee
Tax Searches and Printing of Tax Records.	
Searches ranging from 1 to 5 years	\$27.75
Each year greater than 5 years	\$6.00

Archives and Records**Preliminary Site Investigation**

Description	Fee
Active Records Check Survey (per civic address searched)	\$218.00

Archives and Records**Mail Orders**

Description	Fee
Mail orders	\$6.00

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

SCHEDULE – BILLING AND RECEIVABLES

Billing and Receivables

Receivables Fees

Description	Fee
Administrative charges for receivable projects undertaken for third parties	(20% of actual cost)
Non-Sufficient Fund (NSF) charges	\$32.25

SCHEDULE – BOARD OF VARIANCE ESTABLISHMENT AND PROCEDURE

Board of Variance Establishment and Procedure Bylaw No. 7150

Application Fees

Sections 3.1, 4.1

Description	Fee
Order regarding variance or exemption to relieve hardship	\$169.00
Order regarding extent of damage preventing reconstruction as non-conforming use	\$141.00

SCHEDULE – BOULEVARD AND ROADWAY PROTECTION AND REGULATION

Boulevard and Roadway Protection and Regulation Bylaw No. 6366

Inspection Charges

Section 11

Description	Fee
Additions & Accessory Buildings Single or Two Family Dwellings over 10 m2 in size; In-ground Swimming Pools & Demolitions	\$164.00
Move-Offs; Single or Two Family Dwelling Construction	\$164.00
Combined Demolition & Single or Two Family Dwelling Construction	\$164.00
Commercial; Industrial; Multi-Family; Institutional; Government Construction	\$218.00
Combined Demolition & Commercial; Industrial; Multi-family; Institutional or Government Construction	\$218.00
Each additional inspection as required	\$81.50

SCHEDULE – BUILDING REGULATION

Building Regulation Bylaw No. 7230

Plan Processing Fees

Section 5.13

Description	Fee
For a new one family dwelling	\$595.00
For other than a new one family dwelling (a) <i>or (b) 50% to the nearest dollar of the estimated building permit fee specified in the applicable Building Permit Fees in Subsection 5.13.6 and other Building Types to a maximum of \$10,000.00</i> <i>- whichever is greater of (a) or (b)</i>	\$68.00
For a sewage holding tank	\$136.00

Building Regulation Bylaw No. 7230

Building Permit Fees for those buildings referred to in Subsection 5.13.6

Sections 5.2, 5.5, 5.6, 7.2

Description	Fee
Nil to \$1,000.00 (minimum fee)	\$68.00
Exceeding \$1,000.00 up to \$100,000.00	\$68.00
<i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i> *Plus	\$10.50
Exceeding \$100,000.00 to \$300,000.00	\$1,107.50
<i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i> **Plus	\$10.00
Exceeding \$300,000.00	\$3,107.50
<i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i> ***Plus	\$8.00

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

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

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

Description	Fee
Nil to \$1,000.00 (minimum fee)	\$68.00
Exceeding \$1,000.00 up to \$100,000.00	\$68.00
<i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i>	<i>*Plus \$10.75</i>
Exceeding \$100,000.00 to \$300,000.00	\$1,132.25
<i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i>	<i>**Plus \$10.25</i>
Exceeding \$300,000.00	\$3,182.25
<i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i>	<i>***Plus \$8.25</i>
<i>Note: The building permit fee is doubled where construction commenced before the building inspector issued a building permit.</i>	

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

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

Description	Fee	Units
(i) new construction of first storey	\$1,143.00	per m²
	\$108.00	(per ft ²)
(ii) new construction of second storey	\$1,053.00	per m²
	\$98.00	(per ft ²)
(iii) garage	\$584.00	per m²
	\$54.75	(per ft ²)
(iv) decks or porches	\$482.00	per m²
	\$45.00	(per ft ²)
(v) interior finishing on existing buildings	\$539.00	per m²
	\$50.00	(per ft ²)
(vi) additions	\$1,143.00	per m²
	\$108.00	(per ft ²)

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

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

Description	Fee
<u>Building Design Modification Fee</u>	
Plan Review (per hour or portion thereof)	\$121.00
Building Permit Fee for Temporary Building for Occupancy	\$541.00
Re-inspection Fees	
(a) for the third inspection	\$81.50
(b) for the fourth inspection	\$111.00
(c) for the fifth inspection	\$218.00
<i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	
<u>Special Inspection Fees:</u>	
(a) during the City's normal business hours	\$121.00
(b) outside the City's normal business hours	\$476.00
<i>*for each hour or part thereof after the first four hours</i>	<i>*Plus</i> \$121.00
Building Permit Transfer or Assignment Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original building permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$68.00
Building Permit Extension Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original building permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$68.00
Building Move Inspection Fee:	
(a) within the City boundaries	\$121.00
(b) outside the City boundaries when travel is by City vehicle	\$121.00
<i>**per km travelled</i>	<i>**Plus</i> \$2.00

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

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

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

Description	Fee
Provisional Occupancy Inspection Fee (per building permit inspection visit)	\$272.00
Provisional Occupancy Notice Extension Fee	\$433.00
Building Demolition Inspection Fee for each building over 50 m ² in floor area	\$426.00
Sewage Holding Tank Permit Fee	\$272.00
Use of Equivalents Fees:	
(a) each report containing a maximum of two separate equivalents	\$594.00
(b) for each equivalent greater than two contained in the same report	\$243.00
(c) for an amendment to an original report after the acceptance or rejection of the report	\$121.00
(d) for Air Space Parcels (treating buildings as one building)	\$2,123.00

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

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

Description	Fee	Units
Domestic Installation – one family dwelling (a)	\$68.00	per appliance
- <i>whichever is greater of (a) or (b)</i> (b)	\$25.00	
Domestic/Commercial/Industrial Installations – two family dwellings , multiple unit residential buildings, including townhouse units)		
(a) appliance input up to 29 kW	\$68.00	
(b) appliance input exceeding 29 kW	\$111.00	
Special Inspection Fees:		
(a) during the City's normal business hours	\$121.00	
(b) outside the City's normal business hours	\$476.00	
<i>*for each hour or part thereof after the first four hours</i> *Plus	\$121.00	

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

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

Description	Fee
<u>Re-Inspection Fee:</u>	
(a) for the third inspection	\$81.50
(b) for the fourth inspection	\$111.00
(c) for the fifth inspection	\$218.00
<i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	
For a vent and/or gas valve or furnace plenum (no appliance)	\$68.00
Piping alteration – for existing appliances	
First 30 metres of piping	\$68.00
Each additional 30 metres or part thereof	\$25.00
Gas permit transfer or assignment fee (a)	\$68.00
or (b) a fee of 10% to the nearest dollar of the original gas permit fee	
- whichever is greater of (a) or (b)	
Gas permit extension fee (a)	\$68.00
or (b) a fee of 10% to the nearest dollar of the original gas permit fee	
- whichever is greater of (a) or (b)	

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

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

Description	Fee	Units
<u>Plumbing</u>		
(a) installation of each plumbing fixture	\$25.00	
(b) minimum plumbing fee	\$68.00	
(c) connection of City water supply to any hydraulic equipment	\$68.00	
<u>Sprinkler & Standpipes</u>		
(a) installation of any sprinkler system	\$68.00	
*per additional head *Plus	\$2.50	
(b) installation of each hydrant, standpipe, hose station, (c)	\$68.00	
hose valve, or hose cabinet used for fire fighting (d)	\$25.00	
- whichever is greater of (c) or (d)		per item

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

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

Description	Fee	Units
<u>Water Service</u>		
(a) for the first 30 metres of water supply service pipe to a building or structure	\$68.00	
(b) for each additional 30 metres of water supply service pipe to a building and structure	\$25.00	
Sanitary & Storm Sewers; Building Drains & Water Distribution		
(a) for the first 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$68.00	
(b) for each additional 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$25.00	
(c) for the first 30 metres of a rough-in installation for a water distribution system in a multiple unit non-residential building for future occupancy, or part thereof	\$68.00	
(d) for each additional 30 metres of a rough-in installation for a water distribution system in a multiple unit non-residential building for future occupancy, or part thereof	\$25.00	
(e) for the installation of any neutralizing tank, catch basin, sump, or manhole	(f) \$68.00 (g) \$25.00	per item
- whichever is greater of (f) or (g)		
<u>Special Inspections</u>		
(a) during the City's normal business hours	\$121.00	
(b) outside the City's normal business hours or each hour	\$476.00	
*for part thereof exceeding the first four hours	*Plus \$121.00	
<u>Design Modification Fees</u>		
Plan review <i>Applicable to Plumbing, Sprinkler & Standpipes, Water Service, and Sanitary & Storm Sewers; Building Drains & Water Distributions</i>	\$121.00	per hour

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

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

Description	Fee
<u>Plumbing Re-Inspection Fee</u> (a) for the third inspection (b) for the fourth inspection (c) for the fifth inspection <i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	 \$81.50 \$111.00 \$218.00
Plumbing Permit Transfer or Assignment Fee (a) or (b) a fee of 10% to the nearest dollar of the original plumbing permit fee - whichever is greater of (a) or (b)	\$68.00
Plumbing Permit Extension Fee (a) or (b) a fee of 10% to the nearest dollar of the original plumbing permit fee - whichever is greater of (a) or (b)	\$68.00
Provisional Plumbing Compliance Inspection Fee (per permit visit) Provisional Plumbing Compliance Notice Extension Fee Potable Water Backflow Preventer Test Report Decal	 \$136.00 \$218.00 \$22.00

SCHEDULE – BUSINESS LICENCE

Business Licence Bylaw No. 7360

Assembly Use Group 1

Group 1 - Business Licence Fee assessed by total floor area		
<i>Except Food Caterers which are assessed a fee in accordance with Group 3</i>		
Square Metres (m²)	(Square Feet) (ft²)	Fee
0.0 to 93.0	(0 to 1000)	\$157.00
93.1 to 232.5	(1001 to 2500)	\$238.00
232.6 to 465.0	(2501 to 5000)	\$412.00
465.1 to 930.0	(5001 to 10000)	\$658.00
930.1 to 1860.1	(10001 to 20000)	\$1,166.00
1860.2 to 2790.1	(20001 to 30000)	\$1,669.00
2790.2 to 3720.2	(30001 to 40000)	\$2,178.00
3720.3 to 4650.2	(40001 to 50000)	\$2,679.00
4650.3 to 5580.3	(50001 to 60000)	\$3,187.00
5580.4 and over	(60001 and over)	\$3,613.00
Food Primary Liquor Licence Fee		\$328.00
Mobile Vendors (Food) Fee (per vehicle)		\$76.50

Business Licence Bylaw No. 7360

Assembly Use Group 2

Group 2 - Business Licence Fee assessed by Number of Seats	
Seats	Fee
0 to 30	\$497.00
31 to 60	\$989.00
61 to 90	\$1,484.00
91 to 120	\$1,980.00
121 to 150	\$2,470.00
151 to 180	\$2,964.00
181 to 210	\$3,455.00
211 and over	\$3,613.00

Business Licence Bylaw No. 7360**Assembly Use Group 3**

Group 3 - Business Licence Fee assessed by Number of Employees (including owners)*	
Employees	Fee
0 to 5	\$127.00
6 to 10	\$213.00
11 to 15	\$306.00
16 to 25	\$454.00
26 to 50	\$658.00
51 to 100	\$950.00
101 to 200	\$1,340.00
201 to 500	\$1,935.00
501 to 1000	\$2,924.00
1001 and over	\$3,613.00

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

Business Licence Bylaw No. 7360**Residential Use**

Residential Use - Business Licence Fee assessed by Number of Rental Units	
Units	Fee
0 to 5	\$151.00
6 to 10	\$233.00
11 to 25	\$399.00
26 to 50	\$648.00
51 to 100	\$1,142.00
101 to 200	\$1,634.00
201 to 300	\$2,128.00
301 to 400	\$2,617.00
401 to 500	\$3,106.00
501 and over	\$3,613.00

Business Licence Bylaw No. 7360**Service Use**

Service Use - Business Licence Fee assessed by Number of Employees (including owners)*	
Employees	Fee
0 to 5	\$127.00
6 to 10	\$219.00
11 to 15	\$319.00
16 to 25	\$469.00
26 to 50	\$671.00
51 to 100	\$977.00
101 to 200	\$1,371.00
201 to 500	\$1,985.00
501 to 1000	\$2,989.00
1001 and over	\$3,613.00

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

Business Licence Bylaw No. 7360**Mercantile Use**

Mercantile Use - Business Licence Fee assessed by total floor area		
Square Metres (m²)	(Square Feet) (ft²)	Fee
0.0 to 93.0	(0 to 1000)	\$127.00
93.1 to 232.5	(1001 to 2500)	\$201.00
232.6 to 465.0	(2501 to 5000)	\$369.00
465.1 to 930.0	(5001 to 10000)	\$622.00
930.1 to 1860.1	(10001 to 20000)	\$1,125.00
1860.2 to 2790.1	(20001 to 30000)	\$1,635.00
2790.2 to 3720.2	(30001 to 40000)	\$2,136.00
3720.3 to 4650.2	(40001 to 50000)	\$2,638.00
4650.3 to 5580.3	(50001 to 60000)	\$3,144.00
5580.4 and over	(60001 and over)	\$3,613.00

Business Licence Bylaw No. 7360**Industrial/Manufacturing Use**

Industrial/Manufacturing Use - Business Licence Fee assessed by Number of Employees (including owners)*	
Employees	Fee
0 to 5	\$151.00
6 to 10	\$250.00
11 to 15	\$350.00
16 to 25	\$497.00
26 to 50	\$698.00
51 to 100	\$989.00
101 to 200	\$1,385.00
201 to 500	\$1,973.00
501 to 1000	\$2,958.00
1001 and over	\$3,613.00

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

Business Licence Bylaw No. 7360**Vehicle for Hire Businesses**

Description	Fee
<u>Vehicle for Hire Business Fee</u>	
Each Vehicle for Hire applicant must pay (1) and (2)*:	
(1) Vehicle for Hire office fee	\$127.00
(2) Per vehicle licence fee*	
<i>based on the number of vehicles</i>	
CLASS "A" Taxicab	\$117.00
CLASS "B" Limousine	\$76.50
CLASS "C" Sightseeing Taxicab	\$117.00
CLASS "D" Airport Taxicab	\$117.00
CLASS "E" Private Bus	\$117.00
CLASS "I" Charter Minibus	\$117.00
CLASS "J" Rental Vehicle	
Group 1	\$14.50
Group 2	\$76.50
CLASS "K" Driver Training Vehicle	\$56.75
CLASS "M" Tow-Truck	\$117.00
CLASS "N" Taxicab for Persons with Disabilities	\$117.00
CLASS "P" Pedicab	\$117.00

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

Description	Fee
<i>*Notwithstanding the per-vehicle licence fees stipulated in Section 2, the maximum licence fee for any Vehicle for Hire business</i>	\$3,613.00
Transferring a Vehicle for Hire Licence within any calendar year	\$44.00
Replacing a Vehicle for Hire Licence plate or decal	\$12.75

Business Licence Bylaw No. 7360
Vending Machine Uses

Description	Fee
<u>Vending Machine Business Licence Fee</u>	
Group 1 (per machine)	\$28.25
Group 2 (per machine)	\$39.75
Group 3 (per machine)	\$8.75
Banking Machine licence fee (per machine)	\$122.00
Amusement Machine licence fee (per machine)	\$28.25

Business Licence Bylaw No. 7360
Adult Orientated Uses

Description	Fee
Adult entertainment establishment licence	\$3,613.00
Casino	\$5,717.00
Body-painting studio	
Studio licence	\$3,613.00
Each body-painting employee	\$127.00
Body-rub studio	
Studio licence	\$3,613.00
Each body-rub employee	\$127.00
<u>Escort service</u>	
Escort service licence	\$3,613.00
Each escort employee	\$127.00

Business Licence Bylaw No. 7360
Farmer's Market

Description	Fee
Farmer's market licence	\$127.00

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

Description	Fee
Transferring a licence from one person to another, or for issuing a new licence because of a change in information on the face of such licence, except a change between licence categories or subcategories	\$44.00
Changing the category or subcategory of a licence (a) or (b) the difference between the existing licence fee and the fee for the proposed category or subcategory - whichever is greater of (a) or (b)	\$44.00
Licence reprint	\$10.75

Business Licence Bylaw No. 7360
Off-Leash Permits

Description	Fee
Annual permit	\$108.00

SCHEDULE – DEVELOPMENT APPLICATION FEES

Zoning Amendments

Section	Application Type	Base Fee	Incremental Fee
Section 1.2.1 (a)	Zoning Bylaw Text Amendment	\$1,673.00	Not Applicable
Section 1.2.1 (b)	Zoning Bylaw Designation Amendment for Single Detached (RS) - no lot size policy applicable	\$2,127.00	Not Applicable
	Zoning Bylaw Designation Amendment for Single Detached (RS) - requiring a new or amended lot size policy	\$2,658.00	Not Applicable

Zoning Amendments

Section	Application Type	Base Fee	Incremental Fee
Section 1.2.1 (b)	Zoning Bylaw Designation Amendment for 'site specific zones'	\$3,188.00	For residential portion of development: - \$41.00 per dwelling unit for first 20 dwelling units and \$21.00 per dwelling unit for each subsequent dwelling unit
			For non-residential building area: - \$26.00 per 100 m ² of building area for the first 1,000 m ² and \$16.00 per 100 m ² thereafter
	Zoning Bylaw Designation Amendment for all other zoning districts	\$2,127.00	For residential portion of development: - \$21.00 per dwelling unit for first 20 dwelling units and \$11.00 per dwelling unit for each subsequent dwelling unit
			For non-residential building area: - \$16.00 per 100 m ² of building area for the first 1,000 m ² and \$6.00 per 100 m ² thereafter
Section 1.2.3	Additional Public Hearing for Zoning Bylaws Text or Designation Amendments	\$801.00	\$801.00 for each subsequent Public Hearing required
Section 1.2.5	Expedited Timetable for Zoning Designation Amendment (Fast Track Rezoning)	\$1,066.00	Not Applicable

Official Community Plan Amendments

Section	Description	Base Fee	Incremental Fee
Section 1.3.1	Official Community Plan Amendment without an associated Zoning Bylaw Amendment	\$3,188.00	Not Applicable
Section 1.3.2	Additional Public Hearing for Official Community Plan Amendment	\$801.00 for second public hearing	\$801.00 for each subsequent Public Hearing required

Development Permits

Section	Description	Base Fee	Incremental Fee
Section 1.4.1	Development Permit for other than a Development Permit referred to in Sections 1.4.2 and 1.4.3 of the Development Application Fees No. 8951	\$1,597.00	\$540.00 for the first 464.5 m ² of gross floor area plus: - \$110.00 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area up to 9,290 m ² ; plus - \$21.00 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area over 9,290 m ² .
Section 1.4.2	Development Permit for Coach House or Granny Flat	\$1,020.00	Not Applicable
Section 1.4.3	Development Permit, which includes property: (a) designated as an Environmentally Sensitive Area (ESA); or (b) located within, or adjacent to the Agricultural Land Reserve (ALR)	\$1,597.00	Not Applicable
Section 1.4.4	General Compliance Ruling for an issued Development Permit	\$536.00	Not Applicable
Section 1.4.5	Expedited Timetable for a Development Permit (Fast Track Development Permit)	\$1,066.00	Not Applicable

Development Variance Permit

Section	Description	Base Fee	Incremental Fee
Section 1.5.1	Development Variance Permit	\$1,597.00	Not Applicable

Temporary Use Permits

Section	Description	Base Fee	Incremental Fee
Section 1.6.1	Temporary Use Permit	\$2,127.00	Not Applicable
	Temporary Use Permit Renewal	\$1,066.00	Not Applicable

Land Use Contract Amendments

Section	Description	Base Fee	Incremental Fee
Section 1.7.1	Land Use Contract Amendment	\$1,020.00	Not Applicable

Liquor-Related Permits

Section	Description	Base Fee	Incremental Fee
Section 1.8.2 (a)	Licence to serve liquor under the <i>Liquor Control and Licensing Act and Regulations</i> ; or change to existing license to serve liquor	\$536.00	Not Applicable
Section 1.8.5 (b)	Temporary changes to existing liquor licence	\$281.00	Not Applicable

Subdivision and Consolidation of Property

Section	Description	Base Fee	Incremental Fee
Section 1.9.1	Subdivision of property that does not include an air space subdivision or the consolidation of property	\$801.00	\$110.00 for the second and each additional parcel
Section 1.9.2	Extension or amendment to a preliminary approval of subdivision letter	\$271.00	\$271.00 for each additional extension or amendment
Section 1.9.3	Road closure or road exchange	\$801.00 (in addition to the application fee for the subdivision)	
Section 1.9.4	Air Space Subdivision	\$6,248.00	\$155.00 for each air space parcel created
Section 1.9.5	Consolidation of property without a subdivision application	\$108.00	Not Applicable

Strata Title Conversion of Existing Building

Section	Description	Base Fee	Incremental Fee
Section 1.10.1 (a)	Strata Title Conversion of existing two-family dwelling	\$2,127.00	Not Applicable
Section 1.10.1 (b)	Strata Title Conversion of existing multi-family dwellings, commercial buildings and industrial buildings	\$3,188.00	Not Applicable

Phased Strata Title Subdivisions

Section	Description	Base Fee	Incremental Fee
Section 1.11.1	Phased Strata Title	\$536.00 for first phase	\$536.00 for each additional phase

Servicing Agreements and Latecomer Fees

Section	Description	Base Fee	Incremental Fee
Section 1.12.1	Servicing Agreement	Processing fee of \$1,066.00	Subject to Section 1.12.2 of Development Application Fees Bylaw No. 8951, an inspection fee of 4% of the estimated value of the approved off-site works and services
Section 1.12.3	Latecomer Agreement	\$5,100.00	Not Applicable

Civic Address Changes

Section	Description	Base Fee	Incremental Fee
Section 1.13.1	Civic Address change associated with the subdivision or consolidation of property	\$271.00	Not Applicable
	Civic Address change associated with a new building constructed on a corner lot	\$271.00	Not Applicable
	Civic Address change due to personal preference	\$1,066.00	Not Applicable

Telecommunication Antenna Consultation and Siting Protocol

Section	Description	Base Fee	Incremental Fee
Section 1.14.1	Telecommunication Antenna Consultation and Siting	\$2,127.00	Not Applicable

Heritage Applications

Section	Description	Base Fee	Incremental Fee
Section 1.15.1 (a)	Heritage Alteration Permit (no Development Permit or Rezoning application)	\$230.00	Not Applicable
	Heritage Alteration Permit (with Development Permit or Rezoning application)	20% of the total applicable development permit or rezoning fee (whichever is greater)	Not Applicable
Section 1.15.1 (b)	Heritage Revitalization Agreement (no Development Permit or Rezoning application)	\$230.00	Not Applicable
	Heritage Revitalization Agreement (with Development Permit or Rezoning application)	20% of the total applicable development permit or rezoning fee (whichever is greater)	Not Applicable

Administrative Fees

Section	Description	Base Fee	Incremental Fee
Section 1.16.1	Change in property ownership or authorized agent	\$271.00	Not Applicable
Section 1.16.2	Change in mailing address of owner, applicant or authorized agent	\$51.00	Not Applicable
Section 1.16.3	Submission of new information that results in any of the following changes: (a) increase in proposed density; or (b) addition or deletion of any property associated with the application	\$271.00	Not Applicable

Administrative Fees

Section	Description	Base Fee	Incremental Fee
Section 1.16.4	Approving Officer legal plan signing or re-signing fee	\$56.25 per legal plan	Not Applicable
Section 1.16.5	Site Profile submission	\$56.25 per site profile	Not Applicable
Section 1.16.6	Amendment to or discharge of legal agreement that does not require City Council approval	\$271.00 per legal agreement	Not Applicable
Section 1.16.7	Amendment to or discharge of legal agreement that requires City Council approval	\$1,066.00 per legal agreement	Not Applicable
Section 1.16.8	Additional Landscape inspection because of failure to comply with City requirements	\$113.00 for second inspection	\$113.00 for each additional inspection required
Section 1.16.9	Preparation of Information Letter (Comfort Letter) for general land use	\$66.50 per property	Not Applicable
Section 1.16.10	Preparation of Information Letter (Comfort Letter) for Building Issues	\$66.50 per property	Not Applicable

SCHEDULE – DOG LICENCING

Dog Licencing Bylaw No. 7138

Sections 2.1, 2.3

Description	Fee
Dog – Not neutered or spayed	
Normal Fee	\$74.50
Prior to March 1st of the year for which the application is made	\$53.50
<u>Dog – Neutered or spayed</u>	
Normal Fee	\$32.25
Prior to March 1st of the year for which the application is made	\$21.50
<i>For seniors who are 65 years of age or older that have paid prior to March 1st of the year for which the application is made</i>	\$10.75
Dangerous Dog – Not neutered or spayed	
Normal Fee	\$267.00
Prior to March 1st of the year for which the application is made	\$214.00
Dangerous Dog – Neutered or spayed	
Normal Fee	\$214.00
Prior to March 1st of the year for which the application is made	\$161.00
<i>For seniors who are 65 years of age or older that have paid prior to March 1st of the year for which the application is made</i>	\$80.25
Replacement tag* <i>*Fee for a replacement tag for each dog tag lost or stolen; or for each dog licence to replace a valid dog licence from another jurisdiction</i>	* \$5.75

SCHEDULE – FILMING APPLICATION AND FEES

Filming Application and Fees Bylaw No. 8172

Administration Fees

Section 3

Description	Fee
Application for Filming Agreement	\$102.00
Film Production Business Licence	\$121.00
Street Use Fee (100 feet/day)	\$51.00

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

Description	Fee	Units
Major Park		
<i>Per day</i>	\$765.00	
<i>Per ½ day</i>	\$510.00	
Neighbourhood Park		
<i>Per day</i>	\$510.00	
<i>Per ½ day</i>	\$306.00	
<u>Britannia Shipyard</u>		
Filming	\$2,040.00	per day
Preparation & Wrap	\$1,020.00	per day
Per Holding Day	\$510.00	per day
City Employee		
<i>Per regular working hour</i>	\$35.75	
<i>Per hour after 8 hours</i>	\$53.75	
<u>Minoru Chapel</u>		
Filming		
<i>October through June</i>	\$2,550.00	per day
<i>July through September</i>	\$3,060.00	per day
Preparation & Wrap	\$1,020.00	per day
Per Holding Day	\$510.00	per day
City Employee		
<i>Per regular working hour</i>	\$35.75	
<i>Per hour after 8 hours</i>	\$53.75	
Nature Park		
Filming	\$1,020.00	per day
Preparation & Wrap	\$510.00	per day
City Employee		
<i>Per regular working hour</i>	\$20.50	
<i>Per hour after 8 hours</i>	\$30.75	
<u>Gateway Theatre</u>		
Filming	\$2,550.00	per day
Preparation & Wrap	\$1,020.00	per day
City Employee		
<i>Per regular working hour</i>	\$33.75	
<i>Per hour after 8 hours</i>	\$51.00	

Filming Application and Fees Bylaw No. 8172

City Parks & Heritage Sites (cont.)

Section 3

Description	Fee	Units
<u>City Hall</u>		
Filming	\$2,040.00	per day
Preparation & Wrap	\$1,020.00	per day
City Employee		
<i>Per regular working hour</i>	\$20.50	
<i>Per hour after 8 hours</i>	\$30.75	

Filming Application and Fees Bylaw No. 8172

Other Fees

Section 3

Description	Fee	Units
<u>RCMP (4-hour minimum)</u>		
Per person	\$104.00	per hour
<u>Fire Rescue (4-hour minimum)</u>		
Fire Engine	\$131.00	per hour
Fire Captain	\$90.50	per hour
Firefighter (minimum 3 firefighters)	\$74.25	per hour, per person
Use of special effects	\$102.00	per day
Use of Fire Hydrant		
<i>First day</i>	\$199.00	
<i>Each additional day</i>	\$66.50	

SCHEDULE – FIRE PROTECTION AND LIFE SAFETY

Fire Protection and Life Safety Bylaw No. 8306

Fees & Cost Recovery

Description	Section	Fee	Units
Permit	4.1	\$22.00	
Permit Inspection, first hour	4.3	\$86.50	
Permit Inspection, subsequent hours or part thereof	4.3	\$54.50	
Attendance - open air burning without permit <i>first hour</i>	4.5.1	\$452.00	per vehicle
Attendance - open air burning without permit <i>subsequent half-hour or part thereof</i>	4.5.1	\$227.00	per vehicle
Attendance - open air burning in contravention of permit conditions <i>first hour or part thereof</i>	4.5.3	\$452.00	per vehicle
Attendance - open air burning in contravention of permit conditions <i>subsequent half-hour or part thereof</i>	4.5.3	\$227.00	per vehicle
Attendance - false alarm – contact person not arriving within 60 minutes after alarm <i>per hour or portion of hour Fire Dept standing by</i>	6.1.4 (b)	\$452.00	per vehicle
Vacant premises – securing premises	9.7.4	Actual cost	
Damaged building – securing premises	9.8.1	Actual cost	
Work done to effect compliance with order in default of owner	14.1.6	Actual cost	
Review - Fire Safety Plan any building	15.1.1 (b)		
Any building < 600 m ² area		\$111.00	
Any building > 600 m ² area		\$164.00	
High building, institutional		\$218.00	
Revisions (per occurrence)		\$54.50	
Inspection	15.2.1 (a)		
4 stories or less and less than 914 m ² per floor		\$218.00	
4 stories or less and between 914 and 1524 m ² per floor		\$326.00	
5 stories or more and between 914 and 1524 m ² per floor		\$541.00	
5 stories or more and over 1524 m ² per floor		\$756.00	

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

Description	Section	Fee
Inspection or follow-up to an order <i>first hour</i>	15.2.1 (b)	\$86.50
Re-inspection or follow-up to an order <i>subsequent hours or part of hour</i>	15.2.1.(b)	\$54.50
Nuisance investigation, response & abatement	15.4.1	Actual cost
Mitigation, clean-up, transport, disposal of dangerous goods	15.4.2	Actual cost
<u>Attendance - False alarm</u>		
No false alarm reduction program in place	15.5.1	\$326.00
False alarm reduction program in place and participation	15.5.5	No charge
Caused by security alarm system	15.6.1	\$218.00
Monitoring agency not notified	15.7.1	\$218.00
Alternate solution report or application review	General	\$164.00

SCHEDULE – FIREWORKS REGULATION

Fireworks Regulation Bylaw No. 7917
Permit Fees
Section 2.1

Description	Fee
Display Permit application fee	\$111.00

SCHEDULE – NEWSPAPER DISTRIBUTION REGULATION

Newspaper Distribution Regulation Bylaw No. 7954

Section	Description	Fee
Section 2.1.3	Each compartment within a multiple publication news rack (MPN) for paid or free newspapers	\$153.00, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution box for paid newspapers	\$76.50, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution box for free newspapers	\$102.00, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution agent for paid or free newspapers	\$255.00 plus applicable taxes, per year
Section 2.4.3	Storage fee for each newspaper distribution box	\$102.00, plus applicable taxes

SCHEDULE – PLAYING FIELD USER FEES

Playing Field User Fees

Natural Turf Field Fees

Description	Fee	Units
Sand Turf (With Lights)		
Commercial (all ages)		
<i>Full size</i>	\$35.25	per hour
<i>Mini field</i>	\$17.75	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$28.50	per hour
<i>Mini field</i>	\$14.50	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$10.00	per hour
<i>Mini field</i>	\$5.00	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$21.25	per hour
<i>Mini field</i>	\$10.75	per hour
Sand Turf (No Lights)		
Commercial (all ages)		
<i>Full size</i>	\$25.50	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$20.50	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$7.25	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$15.50	per hour

Playing Field User Fees**Natural Turf Field Fees (cont.)**

Description	Fee	Units
Soil Turf (No Lights)		
Commercial (all ages)		
<i>Full size</i>	\$8.75	per hour
<i>Mini field</i>	\$4.25	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$7.00	per hour
<i>Mini field</i>	\$3.50	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$2.50	per hour
<i>Mini field</i>	\$1.25	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$5.00	per hour
<i>Mini field</i>	\$2.50	per hour

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

Playing Field User Fees**Artificial Turf Fees**

Description	Fee	Units
Richmond Youth Groups*		
<i>Full size</i>	\$21.50	per hour
<i>Mini field</i>	\$10.75	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$36.00	per hour
<i>Mini field</i>	\$18.25	per hour
Commercial/Non-residents (all ages)		
<i>Full size</i>	\$53.25	per hour
<i>Mini field</i>	\$26.75	per hour

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

Playing Field User Fees
Ball Diamonds

Description	Fee	Units
Sand Turf (With Lights)		
Commercial (all ages)		
<i>Full size</i>	\$22.50	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$18.00	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$6.25	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$13.75	per hour
<u>Sand Turf (No Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$20.50	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$16.50	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$5.75	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$12.50	per hour
<u>Soil Turf (No Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$6.00	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$4.75	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$1.75	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$3.75	per hour

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

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

Description	Fee	Units
Training Fee - all ages Track and Field Club	\$742.00	per year
Richmond Youth Meets*	\$136.00	per meet
Richmond Adult Meets*	\$216.00	per meet
Private Group Track Meets or Special Events	\$540.00	per day
Private Group Track Meets or Special Events	\$45.25	per hour

**As per City of Richmond Policy 8701 groups must have a minimum of 60% Richmond residents to receive this rate.*

Groups may be asked to provide proof of residency.

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

Description	Fee
Requested in person at City Hall	\$38.25
Requested through BC Online	\$33.25

SCHEDULE – PROPERTY TAX BILLING INFORMATION

Description	Fee
Tax Apportionment - per child folio	\$32.75
Mortgage Company Tax Information Request - per folio	\$5.00
Additional Tax and/or Utility Bill reprints - per folio/account	\$5.00

SCHEDULE – PUBLICATION FEES

Publication Fees

Description	Fee
Computer Sections Maps, 24" x 24"	
Individual	\$5.50
CD	\$79.25
Custom Mapping (per hour)	\$63.75
Design Specifications (contents only)	\$98.75
Drafting Standards	\$98.75
Drawing Pints (As-Built)	
A-1 Size, 24" x 36"	\$5.50
B Size, 18" x 24"	\$3.75
<u>GIS Data Requests</u>	
Service fee	\$111.00
First layer*	\$157.00
Each additional layer*	\$54.50
CD or DVD of GIS layers of Municipal works of City of Richmond	\$6,464.00
Single-Family Lot Size Policy, March 1990	\$22.00
Supplemental Specifications and Detail Drawings (contents only)	\$98.75
<u>Street Maps</u>	
Large, 36" x 57"	\$8.25
Small, 22" x 34"	\$5.50
Utility Section Maps, 15" x 24"	
Individual	\$3.75
CD	\$79.25

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

SCHEDULE – RCMP DOCUMENTATION FEES

RCMP Documentation Fees

Description	Fee	Units
Criminal Record Checks	\$58.75	
Volunteer Criminal Record Checks - Volunteering outside the City of Richmond	\$25.00	
Volunteer Criminal Record Checks - Volunteering within the City of Richmond	No Charge	
Police Certificate (including prints)	\$58.75	
Fingerprints	\$58.75	
Record of Suspension / Local Records Checks	\$58.75	
Name Change Applications	\$58.75	
Collision Analyst Report	\$553.00	
Field Drawing Reproduction	\$39.75	
Scale Drawing	\$113.00	
Mechanical Inspection Report	\$235.00	
Police Report and Passport Letter	\$58.75	
Insurance Claim Letter	\$58.75	
Court Ordered File Disclosure	\$58.75	
<i>*per page</i>	<i>*Plus</i> \$1.25	per page
<i>**Shipping cost</i>	<i>**Plus</i> \$7.75	
Photos 4" x 6" (per photo)	\$2.75	per photo
<i>***Shipping cost</i>	<i>***Plus</i> \$7.75	
Photos	\$1.75	each laser
Photos - Burn CD	\$18.50	
Video Reproduction	\$45.00	
Audio Tape Reproduction	\$43.00	

SCHEDULE – RESIDENTIAL LOT (VEHICULAR) ACCESS REGULATION

Residential Lot (Vehicular) Access Regulation Bylaw No. 7222

Administration Fees

Section 2.3

Description	Fee
<u>Driveway Crossing Application</u>	
Administration/Inspection Fee	\$81.50

SCHEDULE – SIGN REGULATION

Sign Regulation Bylaw No. 5560

Sign Permit Fees

Description	Fee
Application processing fee*	\$49.00
Up to 5 m ²	\$49.00
5.01 m ² to 15 m ²	\$5.00
15.01 m ² to 25 m ²	\$97.00
25.01 m ² to 45 m ²	\$131.00
45.01 m ² to 65 m ²	\$174.00
65.01 m ² or more	\$218.00
Permit to alter a sign or relocate a sign on the same lot	\$49.00

**Each applicant for a sign permit shall submit the processing fee together with his application. Upon approval of the application, this fee will be a credit towards the appropriate permit fee levied as set out in this Schedule. In cases of rejection of an application, the processing fee will not be refunded.*

SCHEDULE – TREE PROTECTION

Tree Protection Bylaw No. 8057

Permit Fees

Sections 4.2, 4.6

Description	Fee
<u>Permit application fee</u>	
To remove a hazard tree	No Fee
One (1) tree per parcel during a 12 month period	No Fee
Two (2) or more trees	\$54.50
Renewal, extension or modification of a permit	\$54.50

SCHEDULE – VEHICLE FOR HIRE REGULATION

Vehicle For Hire Regulation Bylaw No. 6900

Permit & Inspection Fees

Sections 3.7, 6.3

Description	Fee	Units
Transporting of trunks	\$6.00	per trunk
Towing permit	\$54.50	
Inspection fee for each inspection after the second inspection	\$27.75	

SCHEDULE – WATER USE RESTRICTION

Water Use Restriction Bylaw No. 7784

Permit Fees

Section 3.1

Description	Fee
New lawns or landscaping permit application fee	\$32.75

SCHEDULE – WATERCOURSE PROTECTION AND CROSSING

Watercourse Protection and Crossing Bylaw No. 8441

Application Fees

Description	Fee
Culvert	
Application Fee	\$320.00
City Design Option	\$1,062.00
Inspection Fee *	\$21.50
<i>*Per linear metre of culvert</i>	
Bridge	
Application Fee	\$108.00
Inspection Fee	\$214.00

Note: There is no City Design Option for bridges.



**Development Permit Panel
Wednesday, October 30, 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, October 16, 2013, be adopted.

CARRIED

2. Development Permit DP 13-637525

(File Ref. No.: DP 13-637525) (REDMS No. 4007272)

APPLICANT: Lysander Holdings Ltd.

PROPERTY LOCATION: 3600 Lysander Lane

INTENT OF PERMIT:

That a Development Permit be issued at 3600 Lysander Lane which would address anticipated Environmentally Sensitive Area impacts along the Fraser River foreshore arising from a proposed subdivision of the subject property.

Applicant's Comments

Mr. Robert Spencer, PC Urban, accompanied by Emilie Walker, PC Urban, and Mark Adams, Envirowest Consultants Inc., provided background information on the development permit application and highlighted the following:

Development Permit Panel

Wednesday, October 30, 2013

- the development permit application is required to permit the subdivision of the subject property into two lots as the applicant plans to sell the southern portion of the lot to a non-profit foundation which is going to develop a new Pacific Autism Family Centre (PAFC);
- a separate Development Permit for the PAFC building has been submitted by the applicant;
- the subject property will be divided along Hudson Avenue which is approximately at the centre of the property;
- a 10 meter wide dike will be constructed along Fraser River and Boeing Avenue to comply with the flood protection requirement of the City; and
- the Environmentally Sensitive Areas (ESAs) within and adjacent to the subject property will be impacted by future development activities and dike construction.

Panel Discussion

In response to queries from the Panel, Mr. Spencer provided the following information:

- areas within 30 meters from the Fraser River have been designated as ESAs as per the City's Official Community Plan;
- the property line of the subject property is to the east of the proposed dike;
- the proposed planting is within the ESA;
- there is no existing dike on the subject property;
- the applicant is proposing to raise the ground level of the southern portion of the property and will construct ripraps; and
- the ground level of the existing development on the subject property has been raised to 4.0 meters while the ground level of the proposed PAFC development will be raised to 4.7 meters to match the height of the proposed dike.

Staff Comments

Wayne Craig, Director of Development, advised that the ESA extends 30 meters inward from the high water mark and covers portions of the subject property. The applicant's consultant, Envirowest Consultants Inc., undertook a site assessment and has prepared an enhancement plan for the ESA restoration after the construction of the proposed dike. The enhancement plan has been reviewed by the Vancouver Airport Authority (YVR) and the Federal Department of Fisheries and Oceans (DFO).

In response to queries from the Panel, Mr. Craig provided the following information:

- the 30 meter ESA designation from the high water mark is delineated by both text and map in the City's Official Community Plan (OCP);
- the ESA designation from the high water mark extends up to areas at the back of the

Development Permit Panel

Wednesday, October 30, 2013

existing building on the subject property; and

- portions of the proposed dike is located on the actual physical ESA as determined by the applicant's consultant.

Panel Discussion

Discussion ensued and in response to queries from the Panel, Mr. Craig provided the following information:

- the development permit application for the proposed PAFC is currently being reviewed by staff and has already been reviewed by the Advisory Design Panel; and
- the subject property is zoned "Auto-Oriented Commercial-Airport and Aberdeen Village" and the proposed PAFC development does not require a rezoning application.

In response to queries from the Panel, Mr. Spencer provided the following information:

- the height of the proposed dike will be higher than the grade of the existing development and will match the grade of the proposed PAFC;
- the landscaping plan identifies the areas where ESA enhancements will be made; and
- the proposed dike will have the potential to connect with the existing dike on BCIT property.

Also, Mr. Spencer noted that as per staff report, prior to forwarding the subject development permit application for Council's consideration, the applicant has to install appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities on-site. He advised that the applicant had requested him to convey to the Panel that it would be difficult to immediately comply with the said requirement as on-site development work is not expected to start until summer next year.

Mr. Spencer further advised that the applicant, in consultation with staff, is proposing that the current tree fencing requirement be amended so that (i) the tree protection fencing installation be postponed until summer next year and (ii) the applicant provide a security for the tree protection fencing in the meantime.

In reply to the comment of Mr. Spencer, the Chair advised that the Panel requests that any proposed amendment to the tree fencing requirement as per staff report be discussed with City staff.

Correspondence

Mike Newall, BCIT, 3700 Willingdon Avenue, Burnaby (**Schedule 1**)

Development Permit Panel
Wednesday, October 30, 2013

Mr. Craig advised that the correspondent has reviewed the development permit application and expressed support for the proposed subdivision of the subject property and the required ESA remediation.

Gallery Comments

None.

Panel Discussion

The Panel noted the positive staff recommendation for the development permit application which would address the ESA impacts arising from the proposed subdivision of the subject property. The Panel also expressed support for the planned construction of a new Pacific Autism Family Centre (PAFC) on the subject site.

Panel Decision

It was moved and seconded

That a Development Permit be issued at 3600 Lysander Lane which would address anticipated Environmentally Sensitive Area impacts along the Fraser River foreshore arising from a proposed subdivision of the subject property.

CARRIED

3. New Business

It was moved and seconded

That the November 13, 2013 meeting of the Development Permit Panel be cancelled due to lack of agenda items.

CARRIED

4. Date Of Next Meeting: Wednesday, November 27, 2013

5. Adjournment

It was moved and seconded

That the meeting be adjourned at 3:50 p.m.

CARRIED

Development Permit Panel
Wednesday, October 30, 2013

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 30, 2013.

Joe Erceg
Chair

Rustico Agawin
Auxiliary Committee Clerk

**Schedule 1 to the Minutes of
the Development Permit
Panel Meeting of Wednesday,
October 30, 2013.**

CityClerk

From: Mike Newall [Mike_Newall@bcit.ca]
Sent: Monday, 28 October 2013 11:19 AM
To: CityClerk
Subject: DP 13-637525

Categories: 08-4105-20-2013637525 - 3600 Lysander Lane - DP - Lysander Holdings Ltd.

		INT
	DW	
	MJ	MD
	DB	

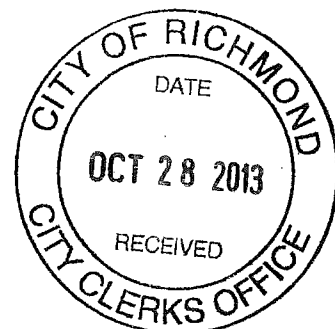
I have reviewed the available information on the above noted Development Permit and associated subdivision. BCIT has no concerns with the applications as presented and are supportive of the subdivision and required ESA remediation measures.

Regards,

Mike Newall, MCIP, RPP
Senior Development Planner – Campus Development
Facilities and Campus Development
British Columbia Institute of Technology, Building NE9, 3700 Willingdon Avenue, Burnaby, BC, V5G 3H2
T: 604.456.1050 | F: 604.436.3255 | W: www.bcit.ca/facilities

To Development Permit Panel
Date: <u>Oct 30 / 13</u>
Item # <u>2</u>
Re: <u>3600 Lysander Lane</u>
<u>DP 13-637525</u>

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CNCL - 357



City of Richmond

Report to Council

To: Richmond City Council
From: Dave Semple
Chair, Development Permit Panel

Date: November 6, 2013
File: 01-0100-20-DPER1-
01/2013-Vol 01

Re: Development Permit Panel Meeting Held on August 28, 2013

Staff Recommendation

That the recommendation of the Panel to authorize the issuance of:

- i. a Development Permit (DP12-615584) for the property at 7180 Gilbert Road;

be endorsed, and the Permit so issued.

A handwritten signature in black ink, appearing to read 'Dave Semple'.

Dave Semple
Chair, Development Permit Panel

SB:blg

Panel Report

The Development Permit Panel considered the following item at its meeting held on August 28, 2013.

DP 12-615584 – FOUGERE ARCHITECTURE INC. – 7180 GILBERT ROAD
(August 28, 2013)

The Panel considered a Development Permit application to permit the construction of 14 three-storey townhouses on a site zoned Medium Density Low Rise Apartments (RAM1). Variances are included in the proposal for reduced lot width and side yards.

Architect, Wayne Fougere, of Fougere Architecture Inc., and Landscape Architect, Daryl Tyacke, of Eckford Tyacke & Associates, gave a brief presentation and advised that the Monkey Puzzle tree to be retained on the site will be moved approximately 15 ft. south of its current location.

In response to Panel queries, Mr. Fougere provided the following additional information:

- The garbage disposal and emergency vehicles will be using the drive aisle and east end hammerhead for access.
- The current access easement will be retained for the purpose of the hammerhead turn-around.
- Electric vehicle parking spaces are spread throughout the buildings.
- Many options were explored regarding the location of the visitor parking stalls; with the consensus that those shown on the drawings were the best locations given the limited space.
- The project was designed with a modern architectural view using horizontal elements with bay windows and a combination of feature materials such as brick, wood, and stucco.

Staff supported the Development Permit application and requested variances and advised:

- The property had zoning in place for the development; therefore, a rezoning application and Public Hearing were not required.
- With regard to the variances requested (i) the reduction in lot width is a technical variance given the site's existing zoning entitlement; (ii) the minimum 0.0 m side yard setback is for the mid-block garbage enclosure; (iii) the applicant has discussed the north side yard setback of 3.1 m for Building 3 with the property to the north; and (iv) the minimum south side yard setback to projections of 3.0 m is consistent with ground-oriented townhouse zoning, whereas the subject site has a higher density entitlement requiring the greater side yard setback.
- The developer will provide cash-in-lieu of indoor amenity space and a voluntary contribution to the Public Art program.
- There is one (1) convertible dwelling unit proposed in the development.
- The sustainability features include 20% of the vehicle parking stalls being electric vehicle ready.

- The Monkey Puzzle tree will not be relocated as shown on the drawings, but will be located along the Gilbert Road frontage which will provide a greater opportunity for the tree to thrive with a larger growing area.
- The site protects off-site trees in close proximity to the property line and, as well, four (4) large Maple trees will be planted on site.

Gail Fanslau addressed the Panel, expressing concern with the removal of the trees from the property and questioned the size of the replacement trees. She also was concerned with privacy and noise issues for the property to the south.

Gary Sharp addressed the Panel and questioned whether the development would require pre-loading and when occupancy could be expected.

Anne Lerner addressed the Panel, expressing concern with the developer requesting variances to maximize the profit return, and is opposed to any developer requesting large variances which reduce large trees on sites, the caliber of replacement trees, and providing cash-in-lieu-of amenity space. In her opinion, the City should make development decisions in favour of the City and not the developer.

Dana Protti addressed the Panel, expressing concerns related to visitor parking and noise from the outdoor amenity space.

In response to the delegations, the following information was provided:

- The limited space on the site dictated the size of the replacement trees, but that 12 cm Maple trees, 6 cm Beech trees and smaller Magnolia trees are proposed.
- An Arborist Report was required with the application. The report has been reviewed by the City's Arborist and, of the 23 existing trees on the property, only one (1) will be retained. The 22 trees being removed will be replaced by a total of 38 new trees, plus an additional cash contribution to the City for future planting elsewhere. A utility right-of-way (ROW) runs approximately 2/3 of the way along the south property line which limits the ability to plant large trees in this area, given the potential impact to the maintenance of the City utilities.
- Pre-load would be required to a height of 1 m above the slab height of 1.4 m. A two year construction period would be reasonable for the development.
- The setbacks requested are consistent with ground-oriented townhouses. The existing zoning on the site required a larger setback as it allows for a larger density, should the site have a larger area (e.g. 3-4 storey apartment building).
- There are 38 new trees being planted and none include hedging material. With respect to the size of the trees being planted, four (4) 12 cm caliper trees are proposed. The rationale for not planting a substantial number of larger trees is for optimal survival rate, City staff review of landscape plans, and to choose tree species and sizes based on the best potential survivability. The developer is required to provide cash security to ensure that the trees survive and in the event they do not survive they are replaced.

- A cash contribution was required in lieu of the developer providing an indoor amenity space. Where a multi-family development does not provide an indoor amenity space, they are required to pay funds to the City to improve City facilities.
- The proposed development conforms to the Zoning Bylaw with respect to residential and visitor parking. The residential parking exceeds the zoning requirements and provides three (3) visitor parking spaces.
- The outdoor amenity space will have landscaping along the south property line in conjunction with the installation of a 6 ft. Cedar fence.

In response to a Panel query, staff advised that no variance would be required if the residential parking for unit 14C2 and the visitor parking space adjacent to the unit were swapped. The change could be made through direction to staff.

The Panel supported the development with recommendations to (i) introduce two (2) additional special treatment areas to break-up the long drive aisle; (ii) introduce an informal walkway along the south edge of the drive aisle; (iii) swap the two (2) parking stalls at the east end; and (iv) soften the architecture.

Subsequent to the Panel meeting, the applicant: added the requested special pavement treatment and informal walkway, swapped the parking stalls, and the architecture is softened by the proposed landscaping.

No correspondence was submitted to the Panel regarding the Development Permit application.

The Panel recommends that the Permit be issued.



City of Richmond

Report to Council

To: Richmond City Council

Date: November 6, 2013

From: Joe Erceg, MCIP
Chair, Development Permit Panel

File: 01-0100-20-DPER1-
01/2013-Vol 01

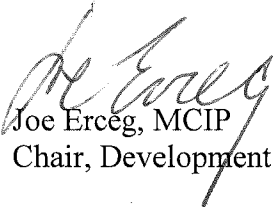
Re: Development Permit Panel Meetings Held on October 30, 2013 and
September 11, 2013

Staff Recommendation

That the recommendation of the Panel to authorize the issuance of:

- i. a Development Permit (DP 13-637525) for the property at 3600 Lysander Lane; and
- ii. a Development Permit (DP 12-624891) for the property at 9160 No. 2 Road;

be endorsed, and the Permits so issued.



Joe Erceg, MCIP
Chair, Development Permit Panel

SB:blg

Panel Report

The Development Permit Panel considered the following items at its meetings held on October 30, 2013 and September 11, 2013.

DP 13-637525 – LYSANDER HOLDINGS LTD. – 3600 LYSANDER LANE
(October 30, 2013)

The Panel considered a Development Permit application to address anticipated Environmentally Sensitive Area (ESA) impacts along the Fraser River foreshore arising from a proposed subdivision of the subject property. No variances are included in the proposal.

Mr. Robert Spencer and Ms. Emilie Walker, of PC Urban, and Mr. Mark Adams, of Envirowest Consultants Inc., provided a brief presentation, including:

- The Development Permit application is required to permit the subdivision of the subject property into two (2) lots, as the applicant plans to sell the southern portion of the lot to a non-profit foundation which is going to develop a new Pacific Autism Family Centre (PAFC).
- A separate Development Permit for the PAFC building has been submitted by the applicant.
- The subject property will be divided in the middle along Hudson Avenue.
- A 10 m wide dike will be constructed along Fraser River and Boeing Avenue to comply with the flood protection requirement of the City.
- The Environmentally Sensitive Areas (ESAs) within and adjacent to the subject property will be impacted by future development activities and dike construction.

In response to queries from the Panel, Mr. Spencer provided the following information:

- The Official Community Plan (OCP) designates areas within 30 m of the Fraser River as ESA.
- The property line of the subject property is to the east of the proposed dike.
- The proposed planting is within the ESA.
- There is no existing dike on the subject property.
- The applicant is proposing to raise the ground level of the southern portion of the property and will construct ripraps.
- The ground level of the existing development on the subject property has been raised to 4.0 m, while the ground level of the proposed PAFC development will be raised to 4.7 m to match the height of the proposed dike.
- The height of the proposed dike will be higher than the grade of the existing development and will match the grade of the proposed PAFC.
- The landscaping plan identifies the areas where ESA enhancements will be made.
- The proposed dike will have the potential to connect with existing dike on BCIT property.

- As per the Staff Report, prior to forwarding the subject Development Permit application for Council's consideration, the applicant has to install appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities on-site. He advised that the applicant had requested him to convey to the Panel that it would be difficult to immediately comply with the said requirement, as on-site development work is not expected to start until summer next year.
- The applicant, in consultation with staff, is proposing that the current tree fencing requirement be amended so that (i) the tree protection fencing installation be postponed until summer next year and (ii) the applicant provide a security for the tree protection fencing in the meantime.

Staff supported the Development Permit application and advised that the ESA extends 30 meters inward from the high water mark and covers portions of the subject property. The applicant's consultant, Envirowest Consultants Inc., undertook a site assessment and has prepared an enhancement plan for the ESA restoration after the construction of the proposed dike. The enhancement plan has been reviewed by the Vancouver Airport Authority (YVR) and the Federal Department of Fisheries and Oceans (DFO).

In response to queries from the Panel, staff provided the following information:

- The 30 m ESA designation from the high water mark is delineated by both text and map in the City's Official Community Plan (OCP).
- The ESA designation from the high water mark extends up to areas at the back of the existing building on the subject property.
- Portions of the proposed dike are located on the actual physical ESA as determined by the applicant's consultant.
- The Development Permit application for the proposed PAFC is currently being reviewed by staff and has already been reviewed by the Advisory Design Panel (ADP).
- The subject property is zoned "Auto-Oriented Commercial-Airport and Aberdeen Village" and the proposed PAFC development does not require a rezoning application.

The Chair advised that the Panel requests that any proposed amendment to the tree fencing requirement as per staff report be discussed with City staff.

Correspondence was submitted by BCIT in support of the proposed subdivision of the subject property and the required ESA remediation.

The Panel expressed support for the planned construction of a new Pacific Autism Family Centre (PAFC) on the subject site.

The Panel recommends that the Permit be issued.

DP 12-624891 – WESTERN MAPLE LANE HOLDINGS LTD. – 9160 NO. 2 ROAD
(September 11, 2013)

The Panel considered a Development Permit application to permit the construction of 15 three-storey townhouses on a site zoned Medium Density Townhouses (RTM3). No variances are included in the proposal.

Architect, Mr. Wayne Fougere, of Fougere Architecture Inc., and Landscape Architect, Mr. Masa Ito, of ITO & Associates, gave a presentation of the proposal, indicating that the design had been revised in response to public input through the rezoning process to reduce the number of townhouses from 18 to 15; to add one (1) additional accessible unit; to add five (5) additional resident parking spaces; and two (2) additional visitor parking spaces.

In reply to Panel queries, the following additional information was provided:

- The scale of the development is in keeping with the larger scale two storey single-family dwellings in the neighbourhood.
- Existing trees have been retained and additional concrete columns for the metal fence have been provided to address safety concerns related to the outdoor amenity space adjacent to No. 2 Road.
- Vehicular access from No. 2 Road has been investigated; however, due to (i) the larger volume of traffic along No. 2 Road; (ii) the steeper grade for vehicular access from No. 2 Road; and (iii) the significant impact on trees to be retained on the site, access for the site has been provided from Maple Road.
- A retaining wall and 3.5 ft. fence with landscaping is proposed along the western property line.

Staff supported the Development Permit application and commended the revisions made to the project subsequent to the Public Hearing. Two (2) convertible units were proposed and aging-in-place features are included in all of the units. Staff thoroughly investigated alternative driveway access to the site, however, the driveway access has been retained off of Maple Road, but relocated further west to provide greater separation from the existing single-family home to the east. Staff appreciated the efforts made to retain the Maple and Fir trees along No. 2 Road.

No correspondence was submitted to the Panel regarding the Development Permit application.

The Panel appreciated the changes made to the project, the challenges in providing access from No. 2 Road, and was in support of the development.

The Panel recommends that the Permit be issued.