



## City Council

Council Chambers, City Hall  
6911 No. 3 Road

Tuesday, November 13, 2018  
7:00 p.m.

Pg. #      ITEM

### MINUTES

1. *Motion to:*

- CNCL-12      (1) *adopt the minutes of the Regular Council meeting held on October 22, 2018;*
- CNCL-26      (2) *adopt the minutes of the Inaugural Council meeting held on November 5, 2018;*
- CNCL-43      (3) *adopt the minutes of the Special Council meeting held on November 6, 2018; and*
- CNCL-46      (4) *receive for information the Metro Vancouver 'Board in Brief' dated October 26, 2018.*



### AGENDA ADDITIONS & DELETIONS

### 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. 18.**

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
- Feedback On The Organic Matter Recycling Regulation (OMRR) Intentions Paper 2018
- Wespac Tilbury Marine Jetty Project - Application Comments for the British Columbia Environmental Assessment Process
- Proposed Road Section to be Added to TransLink's Major Road Network
- Minoru Place Activity Centre Program Options as Arts Space
- 2019 Council Meeting Schedule
- Child Care Development Advisory Committee - Terms of Reference Update
- Land use applications for first reading (to be further considered at the Public Hearing on December 17, 2018):
  - 13100 Smallwood Place – Zoning Text Amendment to the “Vehicle Sales (CV)” zone (Christopher Bozyk Architects – applicant)
- Steveston Village Heritage Conservation Grant Program Update

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





## Council Agenda – Tuesday, November 13, 2018

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Consent  
Agenda  
Item

### 6. COMMITTEE MINUTES

*That the minutes of:*

CNCL-66 (1) the **General Purposes Committee** meeting held on November 6, 2018;  
and

CNCL-75 (2) the **Planning Committee** meeting held on November 7, 2018;  
*be received for information.*



Consent  
Agenda  
Item

### 7. FEEDBACK ON THE ORGANIC MATTER RECYCLING REGULATION (OMRR) INTENTIONS PAPER 2018

(File Ref. No. 10-6175-02-01) (REDMS No. 5972541 v. 7)

CNCL-78

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

#### GENERAL PURPOSES COMMITTEE RECOMMENDATION

*That the comments in the report titled “Feedback on the Organic Matter Recycling Regulation (OMRR) Intentions Paper 2018” from the Senior Manager, Sustainability and District Energy, dated October 3, 2018 be forwarded to the BC Minister of Environment and Climate Change Strategy.*



Consent  
Agenda  
Item

### 8. WESPAC TILBURY MARINE JETTY PROJECT- APPLICATION COMMENTS FOR THE BRITISH COLUMBIA ENVIRONMENTAL ASSESSMENT PROCESS

(File Ref. No. 10-6125-30-007) (REDMS No. 6004736 v. 3)

CNCL-84

**See Page CNCL-84 for full report**

#### GENERAL PURPOSES COMMITTEE RECOMMENDATION

*That the comments regarding the WesPac Tilbury Marine Project Environmental Assessment Application to the BC Environmental Assessment Office for the proposed Liquefied Natural Gas Birthing and Loading Facility identified in the “WesPac Tilbury Marine Jetty Project – Application Comments for the British Columbia Environmental Assessment Process” report dated October 16, 2018, from the Director, Engineering, be endorsed for submission to the BC Environmental Assessment Office.*



Consent  
Agenda  
Item

9. **PROPOSED ROAD SECTION TO BE ADDED TO TRANSLINK'S MAJOR ROAD NETWORK**

(File Ref. No. 01-0154-04) (REDMS No. 6017892)

CNCL-90

See Page CNCL-90 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

*That the section of Cambie Road between No. 3 Road and No. 6 Road be added to TransLink's Major Road Network as described in the report titled "Proposed Road Section to be Added to TransLink's Major Road Network" dated October 31, 2018 from the Director, Transportation.*



Consent  
Agenda  
Item

10. **MINORU PLACE ACTIVITY CENTRE PROGRAM OPTIONS AS ARTS SPACE**

(File Ref. No. 06-2050-20-MP) (REDMS No. 5848811 v. 17)

CNCL-94

See Page CNCL-94 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

(1) *That the recommended option, Option 1: Community Arts Education and Program Space with Pottery and Culinary Arts Studio, be approved as the preferred program of the Minoru Place Activity Centre as detailed in the staff report titled "Minoru Place Activity Centre Program Options as Arts Education and Program Space," dated August 29, 2018, from the Director, Arts, Culture and Heritage; and*

(2) *That a Capital request be considered during the 2019 budget process.*



Consent  
Agenda  
Item

11. **2019 COUNCIL MEETING SCHEDULE**

(File Ref. No. 01-0105-01) (REDMS No. 5927023 v. 2)

CNCL-116

See Page CNCL-116 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

*That the 2019 Council and Committee meeting schedule as shown in Attachment 1 to the staff report dated October 18, 2018, from the Director, City Clerk's Office, be approved with 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 12, August 26, and December 23, 2019 be cancelled; and*

- (2) *That the August 19, 2019 Public Hearing be rescheduled to September 3, 2019 at 7:00p.m. in the Council Chambers at Richmond City Hall.*



Consent  
Agenda  
Item

12. **CHILD CARE DEVELOPMENT ADVISORY COMMITTEE - TERMS OF REFERENCE UPDATE**

(File Ref. No. 07-3070-01) (REDMS No. 5867155 v. 6)

CNCL-122

See Page CNCL-122 for full report

PLANNING COMMITTEE RECOMMENDATION

*That the proposed updated Child Care Development Advisory Committee (CCDAC) Terms of Reference be endorsed as presented in the staff report titled “Child Care Development Advisory Committee – Terms of Reference Update,” dated October 16, 2018 from the Manager, Community Social Development.*



Consent  
Agenda  
Item

13. **APPLICATION BY CHRISTOPHER BOZYK ARCHITECTS FOR A ZONING TEXT AMENDMENT TO THE “VEHICLE SALES (CV)” ZONE TO INCREASE THE FLOOR AREA RATIO TO 0.82 AT 13100 SMALLWOOD PLACE**

(File Ref. No. 12-8062-20-009948; ZT 18-818765) (REDMS No. 5990457 v. 2)

CNCL-137

See Page CNCL-137 for full report

PLANNING COMMITTEE RECOMMENDATION

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9948, for a Zoning Text Amendment to the “Vehicle Sales (CV)” zone to increase the Floor Area Ratio to 0.82 at 13100 Smallwood Place, be introduced and given first reading.*



Consent  
Agenda  
Item

14. **STEVESTON VILLAGE HERITAGE CONSERVATION GRANT PROGRAM UPDATE**

(File Ref. No. 08-4200-08) (REDMS No. 5973969 v. 4)

CNCL-174

See Page CNCL-174 for full report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That the staff report titled “Steveston Village Heritage Conservation Grant Program Update” dated October 18, 2018 be received for information; and*
- (2) *That the updated Steveston Village Heritage Conservation Grant Program be approved.*



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CONSIDERATION OF MATTERS REMOVED FROM THE  
CONSENT AGENDA

\*\*\*\*\*

NON-CONSENT AGENDA ITEMS

GENERAL PURPOSES COMMITTEE

Mayor Malcolm D. Brodie, Chair

15. **CANNABIS RELATED OFFICIAL COMMUNITY PLAN AND ZONING BYLAW AMENDMENTS IN RESPONSE TO CHANGES TO PROVINCIAL AGRICULTURAL LAND RESERVE LEGISLATION**

(File Ref. No. 08-4430-03-10; 12-8060-20-009928/009929) (REDMS No. 5962868 v. 1; 5994957; 5962994)

CNCL-214

See Page CNCL-214 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed: Cllr. Au

- (1) *That Richmond Official Community Plan (OCP) Bylaw 9000, Amendment Bylaw 9928, to revise Section 3.6.5 of Schedule 1 of the OCP on the City's land use policies for the management of cannabis production in response to changes to Provincial Agricultural Land Reserve (ALR) Regulation, be introduced and given first reading;*

- (2) *That Bylaw 9928, having been considered in conjunction with:*
- (a) *The City's Financial Plan and Capital Program; and*
  - (b) *The Greater Vancouver Regional District Solid Waste and Liquid Waste and Management Plans;*
- is hereby found to be consistent with the said programs and plans, in accordance with Section 477(3)(a) of the Local Government Act;*
- (3) *That Richmond Official Community Plan 9000, Amendment Bylaw 9928, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043 and Section 477(3)(b) of the Local Government Act, be forwarded to the Agricultural Land Commission for comment in advance of the Public Hearing;*
- (4) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9929, to amend Section 3.4 and Section 5.13 of the Zoning Bylaw related to the production of cannabis in response to changes to Provincial ALR legislation, be introduced and given first reading.*



16. **RESIDENTIAL DEVELOPMENT ON AGRICULTURALLY ZONED LAND**

(File Ref. No. 08-4050-10; 04-4057-10; 12-8060-20-009965/9966/9967/9968) (REDMS No. 6013170; 5766488)

CNCL-237

See Page CNCL-237 for staff memorandum and bylaws

CNCL-245

See Page CNCL-245 for staff memorandum and staff report dated March 13, 2018 (previously distributed)

**RECOMMENDATION**

*That the following bylaws be introduced and given first reading:*

- (1) *Richmond Zoning Bylaw 8500, Amendment Bylaw 9965 (Revised House Size Regulations in the Agriculture Zone);*
- (2) *Richmond Zoning Bylaw 8500, Amendment Bylaw 9966 (Revised Residential Regulations in the Agriculture Zone);*
- (3) *Richmond Zoning Bylaw 8500, Amendment Bylaw 9967 (Revised farm home plate definition to include the septic field area); and*
- (4) *Richmond Zoning Bylaw 8500, Amendment Bylaw 9968 (Revised House Size Regulations for Residential Zones in the Agricultural Land Reserve).*



FINANCE AND CORPORATE SERVICES DIVISION

17. **2018 GENERAL LOCAL AND SCHOOL ELECTION RESULTS**

(File Ref. No. 12-8125-80-01) (REDMS No. 6019951)

**CNCL-296**

**See Page CNCL-296 for full report**

*That the Declaration of Official Results for the 2018 General Local and School Election, attached to the staff report dated November 1, 2018 from the Chief Election Officer, be received for information by Richmond City Council in accordance with the requirement of Section 158 of the Local Government Act.*



PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

**CNCL-305**

DCC Reserve Fund Expenditure (4033, 4099 and 4133 Stolberg Street and 9388 Cambie Road) **Bylaw No. 9783**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.



**CNCL-321**

DCC Reserve Fund Expenditure (4588 Dubbert Street) **Bylaw No. 9847**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.



**CNCL-335**

Consolidated Fees Bylaw No. 8636, Amendment **Bylaw No. 9897**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

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- |                 |  |                          |
|-----------------|--|--------------------------|
|                 |  | <input type="checkbox"/> |
| <b>CNCL-379</b> | Consolidated 5 Year Financial Plan (2018-2022) Bylaw 9800 Amendment<br><b>Bylaw No. 9904</b><br>Opposed at 1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.  | <input type="checkbox"/> |
| <b>CNCL-384</b> | Housing Agreement (3551/3571/3591/3611/3631 Sexsmith Road)<br><b>Bylaw No. 9927</b><br>Opposed at 1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.   | <input type="checkbox"/> |
| <b>CNCL-405</b> | Housing Agreement (8071 and 8091 Park Road) <b>Bylaw No. 9934</b><br>Opposed at 1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.   | <input type="checkbox"/> |
| <b>CNCL-427</b> | Richmond Zoning Bylaw No. 8500, Amendment <b>Bylaw No. 9551</b><br>(5660, 5680 and 5700 Williams Road, RZ 15-693220)<br>Opposed at 1 <sup>st</sup> Reading – Cllr. Day<br>Opposed at 2 <sup>nd</sup> /3 <sup>rd</sup> Readings – Cllr. Day                 | <input type="checkbox"/> |
| <b>CNCL-433</b> | Richmond Official Community Plan Bylaw 7100, Amendment<br><b>Bylaw No. 9553</b><br>(5660, 5680 and 5700 Williams Road, RZ 15-693220)<br>Opposed at 1 <sup>st</sup> Reading – Cllr. Day<br>Opposed at 2 <sup>nd</sup> /3 <sup>rd</sup> Readings – Cllr. Day | <input type="checkbox"/> |
| <b>CNCL-434</b> | Richmond Land Use Contract Discharge <b>Bylaw No. 9562</b><br>(5700 Williams Road, RZ 15-693220)<br>Opposed at 1 <sup>st</sup> Reading – Cllr. Day<br>Opposed at 2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.   | <input type="checkbox"/> |

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CNCL-435	Richmond Zoning Bylaw No. 8500, Amendment <b>Bylaw No. 9576</b> (10760/10780 Bird Road, RZ 12-600638) Opposed at 1 <sup>st</sup> Reading – None. Opposed at 2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.	<input type="checkbox"/>
CNCL-437	Richmond Zoning Bylaw No. 8500, Amendment <b>Bylaw No. 9790</b> (9071 Dayton Avenue, RZ 17-784715) Opposed at 1 <sup>st</sup> Reading – None. Opposed at 2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.	<input type="checkbox"/>
CNCL-439	Road Closure and Removal of Road Dedication <b>Bylaw No. 9849</b> Opposed at 1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.	<input type="checkbox"/>
CNCL-442	Richmond Zoning Bylaw No. 8500, Amendment <b>Bylaw No. 9825</b> (7960 Alderbridge Way and 5333 & 5411 No. 3 Road, RZ 15-692485) Opposed at 1 <sup>st</sup> Reading – None. Opposed at 2 <sup>nd</sup> /3 <sup>rd</sup> Readings – None.	<input type="checkbox"/>

### DEVELOPMENT PERMIT PANEL

#### 18. RECOMMENDATION

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

- |          |  |
|----------|--|
| CNCL-449 | (1) <i>That the <b>minutes</b> of the Development Permit Panel meeting held on October 24, 2018, and the <b>Chair's report</b> for the Development Permit Panel meetings held on June 13, 2018 and October 24, 2018, be received for information; and</i>  |
| CNCL-455 | (2) <i>That the recommendations of the Panel to authorize the issuance of:</i><br><i>(a) a Development Permit (DP 16-740262) for the property at 7960 Alderbridge Way and 5333 &amp; 5411 No. 3 Road; and</i><br><i>(b) a Development Permit (DP 17-782861) for the property at 5660, 5680 and 5700 Williams Road;</i><br><i>be endorsed, and the Permits so issued.</i> |

☐



ADJOURNMENT





**Regular Council**

**Monday, October 22, 2018**

Place: Council Chambers  
Richmond City Hall

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

Acting Corporate Officer – Claudia Jesson

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

RES NO. ITEM

**MINUTES**

- R18/18-1 1. It was moved and seconded  
*That:*
- (1) *the minutes of the Regular Council meeting held on October 9, 2018, be adopted as circulated;*
  - (2) *the minutes of the Special Council meeting held on October 9, 2018, be adopted as circulated; and*
  - (3) *the minutes of the Regular Council meeting for Public Hearings held on October 15, 2018, be adopted as circulated.*

**CARRIED**



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PRESENTATION

Alen Postolka, Manager, District Energy, presented the 2018 Innovative Energy Project of the Year Award for Canada from the Association of Energy Engineers for the delivery of the Alexandra District Energy Utility (ADEU) Phase 4 Project, which was recognized for its significant impact on climate change. He further noted that this is the second consecutive year that the City's district energy initiatives have received an award from the Association of Energy Engineers.

COMMITTEE OF THE WHOLE

- R18/18-2    2.    It was moved and seconded  
*That Council resolve into Committee of the Whole to hear delegations on agenda items (7:02 p.m.).*

**CARRIED**

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

- R18/18-3    4.    It was moved and seconded  
*That Committee rise and report (7:03 p.m.).*

**CARRIED**

CONSENT AGENDA

- R18/18-4    5.    It was moved and seconded  
*That Items No. 6 through No. 16 be adopted by general consent.*

**CARRIED**

6.    **COMMITTEE MINUTES**

*That the minutes of:*

- (1)    *the Community Safety Committee meeting held on October 9, 2018;*
- (2)    *the General Purposes Committee meeting held on October 15, 2018;*



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- (3) *the Planning Committee meeting held on October 16, 2018; and*
  - (4) *the Public Works and Transportation Committee meeting held on October 17, 2018;*
- be received for information.*

ADOPTED ON CONSENT

7. **APPLICATION TO AMEND FOOD PRIMARY LIQUOR LICENCE - KIZAMI JAPANESE CUISINE LTD. DOING BUSINESS AS: KIZAMI AT 120 - 8031 LESLIE ROAD**

(File Ref. No. 12-8275-30-064) (REDMS No. 5981322; 5939897)

- (1) *That the application from Kizami Japanese Cuisine Ltd., operating at 120 – 8031 Leslie Road, requesting to increase their hours of liquor service under Food Primary Liquor Licence No. 307680, from 9:00 AM to Midnight, Monday to Sunday, to 9:00 AM to 2:00 AM Monday to Sunday, be supported;*
- (2) *That a letter be sent to the Liquor and Cannabis Regulation Branch advising that:*
  - (a) *Council supports the amendment for an increase in liquor service hours on Food Primary Liquor Licence No. 307680 as the increase will not have a significant impact on the community; and*
  - (b) *The total person capacity will remain the same at 60 persons;*
- (3) *That Council's comments on the prescribed criteria (Section 71 of the Liquor Control and Licensing Regulations) are as follows:*
  - (a) *The potential for additional noise and traffic in the area was considered;*
  - (b) *The impact on the community was assessed through a community consultation process; and*
  - (c) *Given that there has been no history of non-compliance with the operation, the amendment to permit extended hours of liquor service under the Food Primary Liquor Licence should not change the establishment such that it is operated contrary to its primary purpose;*



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- (d) *As the operation of a licenced establishment may affect nearby residents, businesses and property owners, the impact assessment was conducted through the City's community consultation process as follows:*
  - (i) *Residents, businesses and property owners within a 50 meter radius of the subject property were notified by letter. The letter provided information on the application with instruction on how to submit comments or concerns; and*
  - (ii) *Signage was posted at the subject property and three public notices were published in a local newspaper. The signage and notice provided information on the application with instructions on how comments or concerns could be submitted;*
- (e) *Council's comments and recommendations respecting the views of the residents, businesses and property owners are as follows:*
  - (i) *The community consultation process was completed as part of the application process; and*
  - (ii) *The community consultation process resulted in one supporting view submitted from a Richmond resident; and*
- (f) *Council recommends the approval of the permanent change to increase the service hours to the Food Primary Licence for the reasons that the addition of the service hours proposed is acceptable to the majority of the residents, businesses and property owners in the area and the community.*

**ADOPTED ON CONSENT**



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**8. APPLICATION FOR A PERMANENT CHANGE TO FOOD  
PRIMARY LIQUOR LICENCE # 307401 - MIDAM CAFE  
RICHMOND LTD., DOING BUSINESS AS: MIDAM CAFE & BISTRO  
RICHMOND - 1110 - 4651 GARDEN CITY ROAD**

(File Ref. No. 12-8275-30-065) (REDMS No. 5983320)

- (1) That the application from Midam Café Richmond Ltd., doing business as : Midam Café & Bistro Richmond, operating at 1110 – 4651 Garden City Road, requesting to increase their hours of liquor service under Food Primary Liquor Licence No. 307401, from 9:00 AM to Midnight, Monday to Sunday, to 9:00 AM to 2:00 AM Monday to Sunday, be supported;*
- (2) That a letter be sent to the Liquor and Cannabis Regulation Branch advising that:*
  - (a) Council supports the amendment for an increase in liquor service hours on Food Primary Liquor Licence No. 307401 as the increase will not have a significant impact on the community; and*
  - (b) The total person capacity will remain the same at 89 persons;*
- (3) That Council's comments on the prescribed criteria (Section 71 of the Liquor Control and Licensing Regulations) are as follows:*
  - (a) The potential for additional noise and traffic in the area was considered;*
  - (b) The impact on the community was assessed through a community consultation process;*
  - (c) Given that there has been no history of non-compliance with the operation, the amendment to permit extended hours of liquor service under the Food Primary Liquor Licence should not change the establishment such that it is operated contrary to its primary purpose; and*
  - (d) As the operation of a licenced establishment may affect nearby residents, businesses and property owners, the impact assessment was conducted through the City's community consultation process as follows:*





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- (i) *Residents, businesses and property owners within a 50 meter radius of the subject property were notified by letter. The letter provided information on the application with instruction on how to submit comments or concerns; and*
- (ii) *Signage was posted at the subject property and three public notices were published in a local newspaper. The signage and notice provided information on the application with instructions on how comments or concerns could be submitted;*
- (e) *Council's comments and recommendations respecting the views of the residents, businesses and property owners are as follows:*
  - (i) *The community consultation process was completed as part of the application process; and*
  - (ii) *The community consultation process resulted in no submissions or comments from Richmond residents, businesses or property owners; and*
- (f) *Council recommends the approval of the permanent change to increase the service hours to the Food Primary Licence for the reasons that the addition of the service hours proposed is acceptable to the majority of the residents, businesses and property owners in the area and the community.*

**ADOPTED ON CONSENT**

**9. HOUSING AGREEMENT BYLAW NO. 9927 TO PERMIT THE CITY OF RICHMOND TO SECURE AFFORDABLE HOUSING UNITS LOCATED AT 3551, 3571, 3591, 3611 AND 3631 SEXSMITH ROAD (POLYGON DEVELOPMENT 218 LTD.)**

(File Ref. No. 12-8060-20-009927; 08-4057-05; RZ 17-778835) (REDMS No. 5950585 v. 5; 5946827)

*That Housing Agreement (3551, 3571, 3591, 3611 and 3631 Sexsmith Road) Bylaw No. 9927 be introduced and given first, second and third readings to permit the City to enter into a Housing Agreement with Polygon Development 218 Ltd. substantially in the form attached hereto, in accordance with the requirements of section 483 of the Local Government Act, to secure the Affordable Housing Units required by the Rezoning Application RZ 17-778835.*

**ADOPTED ON CONSENT**



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10. **HOUSING AGREEMENT BYLAW NO. 9934 TO PERMIT THE CITY OF RICHMOND TO SECURE AFFORDABLE HOUSING UNITS LOCATED AT 8071 AND 8091 PARK ROAD (PARK VILLAGE INVESTMENTS LTD. AND GRAND LONG HOLDINGS CANADA LTD.)**  
(File Ref. No. 12-8060-20-009934; 08-4057-05; RZ 17-779229) (REDMS No. 5971366 v. 3; 5971520)

*That Housing Agreement (8071 and 8091 Park Road) Bylaw No. 9934 be introduced and given first, second and third readings to permit the City to enter into a Housing Agreement with Park Village Investments Ltd. and Grand Long Holdings Canada Ltd. substantially in the form attached hereto, in accordance with the requirements of section 483 of the Local Government Act, to secure the Affordable Housing Units required by the Rezoning Application RZ 17-779229.*

**ADOPTED ON CONSENT**

11. **APPLICATION BY JAGSON INVESTMENTS LTD. FOR REZONING AT 11951 WOODHEAD ROAD FROM SINGLE DETACHED (RS1/E) TO COMPACT SINGLE DETACHED (RC2)**  
(File Ref. No. 12-8060-20-009857; RZ 17-775098) (REDMS No. 5859422; 5987719)

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9857, for the rezoning of 11951 Woodhead Road from "Single Detached (RS 1/E)" to "Compact Single Detached (RC2)", be introduced and given first reading.*

**ADOPTED ON CONSENT**

12. **REVISED REZONING CONSIDERATIONS FOR THE APPLICATION BY 1004732 B.C. LTD. FOR REZONING AT 6840 & 6860 NO. 3 ROAD AND 8051 ANDERSON ROAD FROM "DOWNTOWN COMMERCIAL (CDT1)" TO "CITY CENTRE HIGH DENSITY MIXED USE WITH OFFICE (ZMU31) - BRIGHOUSE VILLAGE"**  
(File Ref. No. 12-8060-20-009510; RZ 14-678448) (REDMS No. 5977623 v. 1D; 5247325; 5258185; 5258462; 5258408; 5114578)

*That the rezoning considerations associated with Richmond Zoning Bylaw 8500, Amendment Bylaw 9510, for the rezoning of 6840 & 6860 No. 3 Road and 8051 Anderson Road from "Downtown Commercial (CDT1)" to "City Centre High Density Mixed Use with Office (ZMU31) - Brighthouse Village", be revised to remove the rezoning considerations requiring off-site statutory rights of way and modify additional considerations consequential to this change.*

**ADOPTED ON CONSENT**





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13. **CITY BUILDINGS – ENHANCED ACCESSIBILITY DESIGN GUIDELINES AND TECHNICAL SPECIFICATIONS**

(File Ref. No. 01-0095-20-2012; 12-8360-03-02-01) (REDMS No. 5869509 v. 14)

*That the proposed “City of Richmond Enhanced Accessibility Design Guidelines and Technical Specifications” presented as Attachment 1 of this report, and as described in the report dated September 12, 2018, from the Senior Manager, Capital Buildings Project Development and Manager, Community Social Development, be endorsed and used in planning for future corporate facilities.*

ADOPTED ON CONSENT

14. **MUNICIPAL ACCESS AGREEMENT WITH FREEDOM MOBILE INC.**

(File Ref. No. 03-1000-21-021) (REDMS No. 5974056 v. 2)

*That the Chief Administrative Officer and the General Manager, Engineering & Public Works be authorized to execute, on behalf of the City, a Municipal Access Agreement between the City and Freedom Mobile Inc. containing the material terms and conditions set out in the staff report titled, “Municipal Access Agreement with Freedom Mobile Inc.”, dated September 11, 2018 from the Director, Engineering.*

ADOPTED ON CONSENT

15. **DCC RESERVE FUND EXPENDITURE BYLAWS – DCC FRONT-ENDER AGREEMENTS FOR 4588 DUBBERT STREET AND 4133 STOLBERG STREET**

(File Ref. No. 03-1000-08-033; 12-8060-20-009847/009783) (REDMS No. 5973005 v. 4; 5772449; 5612345; 5763228; 5588180)

- (1) *That DCC Reserve Fund Expenditure (4588 Dubbert Street) Bylaw No. 9847 be introduced and given first, second and third readings; and*
- (2) *That DCC Reserve Fund Expenditure (4033, 4099 and 4133 Stolberg Street and 9388 Cambie Road) Bylaw No. 9783 be introduced and given first, second and third readings.*

ADOPTED ON CONSENT



**Regular Council**  
**Monday, October 22, 2018**

**16. 2018 SUBMISSION TO THE INVESTING IN CANADA  
INFRASTRUCTURE PROGRAM GREEN INFRASTRUCTURE –  
ENVIRONMENTAL QUALITY SUB-STREAM: HAMILTON AREA  
SANITARY SEWER AND PUMP STATION**

(File Ref. No. 03-1087-19-02) (REDMS No. 5998958)

- (1) That the submission to the Investing in Canada Infrastructure Program Green Infrastructure – Environmental Quality Sub-Stream requesting funding for up to 73.33% of the \$1,700,000 cost for the Hamilton Area Sanitary Sewer and Pump Station project be endorsed;*
- (2) That the Chief Administrative Officer and the General Manager of Engineering and Public Works be authorized to enter into funding agreements with the Government of Canada and/or the Province of BC for the above mentioned project should it be approved for funding by the Government of Canada; and*
- (3) That, should the above mentioned project be approved for funding by the Government of Canada, the Consolidated 5 Year Financial Plan (2019-2023) be updated accordingly.*

**ADOPTED ON CONSENT**

**PUBLIC ANNOUNCEMENTS AND EVENTS**

Mayor Brodie thanked the current councillors for their hard work and contributions during the past four years, highlighting the numerous achievements that have improved the quality of life for Richmond residents and positioned the City for continued sustainable growth. He spoke to the Council Term Goals 2014-2018 achievements overview, noting the many infrastructure projects initiated and/or completed during the term including the: (i) Cambie and Brighthouse Fire Halls, (ii) Minoru Centre for Active Living, (iii) Kiwanis Seniors' Centre, (iv) Storeys housing complex, (v) City Centre Community Centre, (vi) City Centre North Community Centre, and (vii) Richmond Olympic experience. He further reflected on events from 2017 including the celebration of Canada's 150<sup>th</sup> Anniversary and the inclusion of the Kaiwo Maru, the Japanese sail training vessel, during the Ships to Shore festival.



### **Regular Council Monday, October 22, 2018**

Mayor Brodie commented on the various strategies and plans adopted or updated by Council over the past term including: (i) the Child Care Needs Assessment and Strategy, (ii) the Seniors Service Plan, (iii) the Youth Strategy, (iv) the Affordable Housing Strategy, (v) the Market Rental Strategy, and (vi) the Flood Management Strategy.

He also noted further actions from Council from the past term including:

- the initiation of construction on the Garden City Lands;
- the approval of temporary modular housing and the emergency shelter in the Ironwood area;
- the discharge of over 4000 Land Use Contracts;
- the increased regulation of massing for single-family dwellings;
- the extension of the Lulu Island Energy Corporation which, once the Lansdowne Centre is added, will be one of the largest district energy utilities on the continent;
- the mitigation of the Harvest Power concerns with the Province and Metro Vancouver;
- the extension of Lansdowne Road and River Road; and
- the approval of the Inter-Municipal Business Licence program.

He further highlighted the technology projects initiated during the 2014-2018 Council term including extended mobile applications and resident feedback on various City issues and projects through Let's Talk Richmond.

Mayor Brodie offered parting remarks to Councillor Ken Johnston, noting that Councillor Johnston was first elected to Council in 1993 and served until 2001 when he took a sabbatical to serve as the Member of the Legislative Assembly for Vancouver-Fraserview from 2001 to 2005. He further commented that Councillor Johnston was re-elected as a City of Richmond Councillor in 2008 and has served continuously since that time.



### **Regular Council Monday, October 22, 2018**

Councillor Ken Johnston thanked the residents of Richmond for his time serving as City Councillor for 18 years. He remarked that democracy is a precious commodity and noted his respect for the election outcome. Councillor Johnston further acknowledged City staff for their work in making Richmond a better community and their support of Council. He further stated that the City of Richmond is composed of happy and friendly outside workers, customer service committed inside staff, and a management team, in his opinion, second to none. He further recognized the work of community volunteers he has liaised with over his tenure, and commented that their contributions are truly valued.

Councillor Johnston gave special mention to past councillors, specifically the late Doug Sandberg, Kiichi Kumagai, Corisande Percival-Smith, Greg Halsey-Brandt, Evelina Halsey-Brandt, Sue Halsey-Brandt, Linda Barnes, and Derek Dang, stating that he was of the opinion that they had set the foundation for the fantastic community as it is today.

Councillor Johnston spoke to the hundreds of City projects, big and small, he has been a part of and commented that he has most enjoyed helping people navigate city hall, noting that it has been a rewarding journey. He remarked that as a councillor, sometimes controversial decisions are made based on the information given and that he was of the opinion that conviction and integrity are important and should always come first.

Councillor Johnston commented that the actions taken today at city hall have an impact on future generations and offered his congratulations to the newly elected Council. He further stated that they should be supported as they tackle the challenges facing Richmond. Councillor Johnston further remarked that the new Council shares the commitment of all Councils past and present to improve the quality of life for Richmond residents. Councillor Johnston thanked his wife for her continued support over the years and noted the importance of family.

Mayor Brodie offered further parting comments to Councillor Derek Dang, stating that Councillor Dang was first elected to City Council in 1996. The Mayor also remarked that Councillor Dang had served on City Council almost continuously since that time and that Councillor Dang has been a steadfast influence on City Council.





### **Regular Council Monday, October 22, 2018**

Councillor Dang thanked the people of Richmond and reiterated his commitment to the City and continued support of City staff. He further commented on the importance of relationships with colleagues and was of the opinion that the staff at the City of Richmond are among the most talented and always strive to make Richmond a better city. Councillor Dang remarked that Council members are often tasked to make decisions that do not appease everyone but that whatever decisions are made by Council are done in the interest of this community.

Councillor Dang stated that the people of Richmond have spoken and noted that the election of a new Council marks a different direction and point of view for the City. He further remarked that the actions taken by Council during his tenure were made with good intentions and commented on the importance of ensuring that Council takes care of the best interests of its citizens.

Councillor Dang stated that he had made a commitment to be a part of the solution and was of the opinion that he has tried to achieve this. He also remarked that Richmond is a divided community at times and that he hoped the new Council can unite the divisions while providing an accommodating atmosphere. He noted that it is difficult to hear criticisms on the decisions made as a councillor and stressed the importance of maintaining professionalism.

Councillor Dang expressed gratitude to his wife for her support and thanked the committees he has been involved with over the years. He further expressed his appreciation to have been afforded the opportunity to make a difference as a councillor and remarked that he always made choices for the best of the community.

Mayor Brodie echoed the remarks from Councillor Dang and Councillor Johnston, noting the importance of City staff, as well as community groups and volunteers who have supported Council all throughout their term. He further remarked that Councillor Johnston and Councillor Dang will be missed in Council's future endeavours and hoped they remain in contact. Mayor Brodie noted that the Inaugural Council meeting will take place at 7 p.m. on Monday, November 5, 2018.



**Regular Council**  
**Monday, October 22, 2018**

**BYLAWS FOR ADOPTION**

R18/18-5

It was moved and seconded

*That the following bylaws be adopted:*

*Permissive Exemption (2019) Bylaw No. 9893;*

*Housing Agreement (0892691 B.C. Ltd. – Minglian) Bylaw No. 9910;*

*Alexandra District Energy Utility Bylaw No. 8641, Amendment Bylaw No. 9919;*

*Oval Village District Energy Utility Bylaw No. 9134, Amendment Bylaw No. 9920;*

*Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 9941;*

*Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 9942;*

*Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551, Amendment Bylaw No. 9943; and*

*Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9859.*

**CARRIED**

R18/18-6

It was moved and seconded

*That Housing Agreement (7960 Alderbridge Way and 5333 and 5411 No. 3 Road) Bylaw No. 9933 be adopted.*

**CARRIED**

Opposed: Cllr. Day

**DEVELOPMENT PERMIT PANEL**

R18/18-7

17. It was moved and seconded

*(1) That the minutes of the Development Permit Panel meeting held on September 26, 2018, and the Chair's report for the Development Permit Panel meetings held on September 26, 2018, be received for information; and*



Regular Council  
Monday, October 22, 2018

- (2) *That the recommendation of the Panel to authorize the issuance of a Development Permit (DP 18-822743) for the property at 6340 No. 3 Road be endorsed, and the Permit so issued.*

**CARRIED**

ADJOURNMENT

R18/18-8

It was moved and seconded  
*That the meeting adjourn (7:27 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the Regular meeting of the Council of the City of Richmond held on Monday, October 22, 2018.

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Mayor (Malcolm D. Brodie)

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Acting Corporate Officer (Claudia Jesson)



## Inaugural Council

**Monday, November 5, 2018**

Place: Council Chambers  
Richmond City Hall

Present: Mayor Malcolm D. Brodie  
Councillor Chak Au  
Councillor Carol Day  
Councillor Kelly Greene  
Councillor Alexa Loo  
Councillor Bill McNulty  
Councillor Linda McPhail  
Councillor Harold Steves  
Councillor Michael Wolfe

Corporate Officer – David Weber

Call to Order: The City Clerk called the meeting to order at 7:00 p.m., and introduced and called forward the Honourable Madam Justice Mary Saunders of the Court of Appeal for British Columbia to administer the Oath of Office and Oath of Allegiance on Mayor-Elect Brodie.

After swearing the Oath of Office and Oath of Allegiance, Mayor Brodie assumed the Chair.

Madam Justice Saunders then administered the Oaths of Office and the Oaths of Allegiance on the Councillors-Elect.

On behalf of Council, Mayor Brodie expressed his gratitude to Madam Justice Saunders for officiating at this evening's proceedings, and presented her with a gift of appreciation.





Inaugural Council  
Monday, November 5, 2018

RES NO.    ITEM

6.    INAUGURAL ADDRESS BY MAYOR BRODIE

Mayor Brodie gave his Inaugural Address, a copy of which is attached as Schedule 1 and forms part of these minutes.

7.    APPOINTMENTS TO THE BOARD OF METRO VANCOUVER

IN18/1-1

It was moved and seconded

- (a)    *That Mayor Malcolm Brodie be appointed as the first Director on the Metro Vancouver Board with an allocation of five (5) votes;*
- (b)    *That Councillor Harold Steves be appointed as the second Director on the Metro Vancouver Board with an allocation of five (5) votes;*
- (c)    *That Councillor Bill McNulty be appointed as the alternate to the first Director on Metro Vancouver Board;*
- (d)    *That Councillor Linda McPhail be appointed as the alternate to the second Director on the Metro Vancouver Board;*
- (e)    *That Councillor Alexa Loo be appointed as the second alternate to the first Director on the Metro Vancouver Board; and*
- (f)    *That Councillor Chak Au be appointed as the second alternate to the second Director on the Metro Vancouver Board.*

**CARRIED**



Inaugural Council  
Monday, November 5, 2018

RES NO.    ITEM

8.    NOMINATION TO THE BOARD OF THE EMERGENCY COMMUNICATIONS FOR SOUTHWEST BRITISH COLUMBIA (E-COMM)

IN18/1-2

It was moved and seconded

*That Councillor Bill McNulty be appointed to the Board of the Emergency Communications for Southwest British Columbia (E-COMM) until the Annual General Meeting of E-COMM in June 2019.*

**CARRIED**

9.    APPOINTMENT OF COUNCIL MEMBERS TO EXTERNAL REGIONAL ORGANIZATIONS

IN18/1-3

It was moved and seconded

(a)    *That Councillor Linda McPhail be appointed as the Council alternate to the Translink – Mayors' Council until November 12, 2019;*

(b)    *That Councillor Alexa Loo be appointed as the Council representative to the Richmond Olympic Oval Corporation until November 12, 2019; and*

(c)

(1)    *That Councillor Harold Steves be appointed as the Council representative to the Steveston Harbour Authority Board until the Annual General Meeting of the Board in October 2019; and*

(2)    *That Councillor Carol Day be appointed as the alternate Council representative to the Steveston Harbour Authority Board until the Annual General Meeting of the Board in October 2019.*

**CARRIED**



**Inaugural Council  
Monday, November 5, 2018**

RES NO.    ITEM

10.    NAMING OF STANDING COMMITTEES AND THEIR  
COMPOSITION BY THE MAYOR

Mayor Brodie announced the following Standing Committees and their membership:

**COMMUNITY SAFETY COMMITTEE**

Cllr. Bill McNulty (*Chair*)  
Cllr. Alexa Loo (*Vice-Chair*)  
Cllr. Kelly Greene  
Cllr. Carol Day  
Cllr. Harold Steves

**FINANCE COMMITTEE**

Mayor Malcolm Brodie (*Chair*)  
All members of Council

**GENERAL PURPOSES COMMITTEE**

Mayor Malcolm Brodie (*Chair*)  
All members of Council

**PARKS, RECREATION & CULTURAL SERVICES COMMITTEE**

Cllr. Harold Steves (*Chair*)  
Cllr. Chak Au (*Vice-Chair*)  
Cllr. Bill McNulty  
Cllr. Linda McPhail  
Cllr. Michael Wolfe



Inaugural Council  
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RES NO.    ITEM

**PLANNING COMMITTEE**

Cllr. Linda McPhail (*Chair*)  
Cllr. Bill McNulty (*Vice-Chair*)  
Cllr. Carol Day  
Cllr. Alexa Loo  
Cllr. Harold Steves

**PUBLIC WORKS AND TRANSPORTATION COMMITTEE**

Cllr. Chak Au (*Chair*)  
Cllr. Linda McPhail (*Vice-Chair*)  
Cllr. Kelly Greene  
Cllr. Alexa Loo  
Cllr. Michael Wolfe

11. APPOINTMENT OF MEMBERS OF COUNCIL (AND THEIR ALTERNATES) AS THE LIAISONS TO CITY ADVISORY COMMITTEES AND ORGANIZATIONS

IN18/1-4

It was moved and seconded

***That the following Council liaisons (and where applicable, their alternates) be appointed until November 12, 2019:***

- (a) *Advisory Committee on the Environment – Councillor Michael Wolfe;*
- (b) *Agricultural Advisory Committee – Councillor Harold Steves;*
- (c) *Child Care Development Advisory Committee – Councillor Kelly Greene;*
- (d) *Council/School Board Liaison Committee – Councillor Kelly Greene and Councillor Alexa Loo;*



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RES NO.    ITEM

- (e) *Economic Advisory Committee – Councillor Chak Au and Councillor Alexa Loo;*
- (f) *Heritage Commission – Councillor Michael Wolfe;*
- (g) *Major Events Advisory Group – Councillor Chak Au, Councillor Carol Day, Councillor Alexa Loo, and Councillor Harold Steves*
- (h) *Major Facility Building / Project Technical Advisory Committee – Councillor Harold Steves (Chair) and Councillor Michael Wolfe;*
- (i) *Minoru Centre for Active Living Program Committee – Councillor Chak Au;*
- (j) *Richmond Centre for Disability – Councillor Alexa Loo;*
- (k) *Richmond Chamber of Commerce – Councillor Alexa Loo and Councillor Chak Au (alternate);*
- (l) *Richmond Community Services Advisory Committee – Councillor Michael Wolfe;*

**CARRIED**

IN18/1-5

It was moved and seconded

***That the following Council liaisons (and where applicable, their alternates) be appointed until November 12, 2019:***

- (m) *Richmond Family & Youth Court Committee – Councillor Carol Day;*
- (n) *Richmond Farmers' Institute – Councillor Harold Steves;*
- (o) *Richmond Intercultural Advisory Committee – Councillor Linda McPhail;*
- (p) *Richmond Public Art Advisory Committee – Councillor Kelly Greene;*
- (q) *Richmond Sister City Advisory Committee – Councillor Linda McPhail;*
- (r) *Richmond Sports Council – Councillor Bill McNulty;*
- (s) *Richmond Sports Wall of Fame Nominating Committee – Councillor Harold Steves;*





**Inaugural Council  
Monday, November 5, 2018**

RES NO.    ITEM

- (t) *Seniors Advisory Committee – Councillor Carol Day;*
- (u) *Steveston Historic Sites Building Committee – Councillor Bill McNulty and Cllr. Harold Steves; and*
- (v) *Vancouver Coastal Health/Richmond Health Services Local Governance Liaison Group – Councillor Chak Au.*

**CARRIED**

12. **APPOINTMENT OF MEMBERS OF COUNCIL AS LIAISONS TO  
COMMUNITY ASSOCIATIONS**

IN18/1-6

It was moved and seconded

***That the following Council liaisons (and where applicable, their alternates) be appointed until November 12, 2019:***

- (a) *Arenas Community Association – Councillor Bill McNulty;*
- (b) *City Centre Community Association – Councillor Chak Au;*
- (c) *East Richmond Community Association – Councillor Michael Wolfe;*
- (d) *Hamilton Community Association – Councillor Carol Day;*
- (e) *Richmond Art Gallery Association – Councillor Carol Day;*
- (f) *Richmond Fitness and Wellness Association – Councillor Carol Day;*
- (g) *Sea Island Community Association – Councillor Harold Steves;*
- (h) *South Arm Community Association – Councillor Bill McNulty;*
- (i) *Thompson Community Association – Councillor Linda McPhail; and*
- (j) *West Richmond Community Association – Councillor Kelly Greene.*

**CARRIED**



**Inaugural Council  
Monday, November 5, 2018**

RES NO.    ITEM

13. APPOINTMENT OF MEMBERS OF COUNCIL AS THE  
LIAISONS TO VARIOUS CITY BOARDS

IN18/1-7

It was moved and seconded

*That the following Council liaisons (and where applicable, their alternates) be appointed until November 12, 2019:*

- (a) *Aquatic Services Board – Councillor Kelly Greene;*
- (b) *Museum Society Board – Councillor Michael Wolfe;*
- (c) *Richmond Gateway Theatre Society Board – Councillor Chak Au; and*
- (d) *Richmond Public Library Board – Councillor Linda McPhail and Councillor Kelly Greene (alternate).*

**CARRIED**

14. APPOINTMENT OF MEMBERS OF COUNCIL AS LIAISONS TO  
VARIOUS SOCIETIES

IN18/1-8

It was moved and seconded

*That the following Council liaisons (and where applicable, their alternates) be appointed until November 12, 2019:*

- (a) *Britannia Heritage Shipyard Society – Councillor Harold Steves;*
- (b) *Gulf of Georgia Cannery Society – Councillor Chak Au;*
- (c) *London Heritage Farm Society – Councillor Carol Day;*
- (d) *Minoru Seniors Society – Councillor Kelly Greene;*
- (e) *Richmond Nature Park Society – Councillor Michael Wolfe;*
- (f) *Steveston Community Society – Councillor Alexa Loo; and*
- (g) *Steveston Historical Society – Councillor Bill McNulty.*

**CARRIED**



Inaugural Council  
Monday, November 5, 2018

RES NO.    ITEM

15. APPOINTMENT OF PARCEL TAX ROLL REVIEW PANEL FOR  
LOCAL AREA SERVICES

IN18/1-9

It was moved and seconded

*That the members of the Public Works & Transportation Committee be appointed as the Parcel Tax Roll Review Panel for Local Area Services for the 2019 year.*

**CARRIED**

16. APPOINTMENT OF ACTING MAYORS FROM NOVEMBER 6,  
2018 TO NOVEMBER 12, 2019

IN18/1-10

It was moved and seconded

*That the following Acting Mayors be appointed until November 12, 2019:*

*November 6 – December 31, 2018*

*Cllr. Bill McNulty*

*January 1 – February 15, 2019*

*Cllr. Linda McPhail*

*February 16 – March 31, 2019*

*Cllr. Carol Day*

*April 1 – May 15, 2019*

*Cllr. Alexa Loo*

*May 16 – June 30, 2019*

*Cllr. Chak Au*

*July 1 – August 15, 2019*

*Cllr. Harold Steves*

*August 16 – September 30, 2019*

*Cllr. Kelly Greene*

*October 1 – November 12, 2019*

*Cllr. Michael Wolfe*

**CARRIED**





Inaugural Council  
Monday, November 5, 2018

RES NO.    ITEM

ADJOURNMENT

IN18/1-11      It was moved and seconded  
*That the meeting adjourn (7:56 p.m.).*

**CARRIED**

Certified a true and correct copy of the  
Minutes of the Regular meeting of the  
Council of the City of Richmond held on  
Monday, November 5, 2018.

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Mayor (Malcolm D. Brodie)

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Corporate Officer (David Weber)

**2018 Inaugural Address**  
**By Mayor Malcolm Brodie**  
**Theme: *As We Reflect and Look Ahead***  
**Monday, November 5, 2018**

**Introduction**

As City Council enters a new four-year term, I would like to thank the Richmond residents for your confidence and trust. As our Council consists of a mixture of newcomers and veterans, I am personally honoured that the people of this City have given me consistent support since I was first elected as a Councillor and then as Mayor. None of us underestimate the importance of our positions and we will take every possible step to ensure that Richmond remains a great community in which to live, work, play and invest.

I would like to extend a special welcome to our two new Councillors, Kelly Greene and Michael Wolfe. Their energy, backgrounds and knowledge will be of great assistance as we work together to provide strong, thoughtful and caring leadership for the City.

I also want to take a moment to acknowledge the longstanding service of retiring Councillors Derek Dang and Ken Johnston. Collectively, Councillors Dang and Johnston contributed 39 years of service to this City. Their insight into all the civic issues contributed greatly to the quality of our decisions. Our community owes them a debt of gratitude for their integrity and long service.

In the coming weeks, our new Council will begin to develop our new Term Goals to serve as our roadmap. We have to meet some very high standards. Though we accomplished a long list of achievements over the past four years, there still remains much more to fulfill our vision for Richmond. As Richmond City Council has always been a model of collaboration and consensus-building, I look forward to working with this team to build a sustainable future.

As we reflect and look ahead, I will address a number of issues, including:

- Managing growth and housing affordability;
- Community safety;
- Community services;
- Transportation;
- Sustainability; and
- Responsible financial management and the economy.

**Growth and housing affordability**

Richmond continues to enjoy a strong rate of growth. 2018 may well be another record-breaking year in building activity. As a number of new projects are already approved or under consideration, the strong pace of growth is likely to continue for the foreseeable

future. Council will manage this growth so that is sustainable, reflects the objectives of our Official Community Plan and builds upon the high quality of life we enjoy in Richmond.

Growth is expected to fund needed infrastructure improvements including new roads, parks, child care centres, public art and other amenities. For instance, growth funded construction of the City Centre Community Centre similar to the way it is expected to soon provide the new City Centre Community Policing Office and a new Community Centre on Capstan Way in North Richmond.

Perhaps most importantly, thousands of new housing units have been built over the past decade to help meet the increasing demand arising from population growth throughout our City and region. Thanks to our Affordable Housing Strategy and supporting policies, many hundreds of these units are permanently designated for affordable housing.

Growth also brings challenges for our community. City Council constantly updates our policies to ensure that new residential growth reflects community values. Last term, such updates would include our revisions to the massing regulations for new single-family homes, extinguishing obsolete Land Use Contracts, revising Development Cost Charges and updating our Affordable Housing Strategy. We also introduced policies to encourage more rental housing and a broader array of housing types.

Council will continue to review these and other policies to ensure that we address the deep concerns about housing affordability and livability throughout our community.

### **Community safety**

With a very low crime rate and outstanding public safety services and facilities, Richmond remains one of the safest communities in Canada.

Within a 15-year period, Councils have previously addressed community safety through an ambitious building program, which included the building of five new fire halls, as well as completion of a major retrofit of a 6<sup>th</sup> fire hall along with the purchase of the new headquarters for the local RCMP detachment. In the past year alone, we opened the new Brighthouse No. 1 fire hall and Cambie No. 3 combined fire hall and ambulance station.

A key project for the coming year will be completion of the new City Centre Community Policing Office. With detachment headquarters now located on No. 5 Road, this new facility promises to enhance service within the City Centre by increasing police presence and reducing response times.

During the last term, Council provided funding for 39 more RCMP officers. As our community continues to grow, the number of first responders must keep pace. Each year, Council revisits staffing requirements for both our police and fire services.

Last month across Canada, recreational use of cannabis became legal. Many unanswered questions remain about the impacts of legalization on local communities. Though it will significantly impact some of our service costs, there has been no decision on the amount



that local governments will be compensated from tax revenues generated by the sale of cannabis.

Legalization of cannabis is bound to also have social, environmental, health and other impacts. Our Council has taken strong positions to limit retail sales and the cultivation of cannabis in greenhouses on farmland. As this issue evolves, the new Council will make further decisions to ensure Richmond's community values are reflected in how we react to legalization.

In addition, Council will continue to address a host of other regulatory issues including problems resulting from the emergence of the short term rental of houses. We will monitor our rental regulations and consider supplemental action to further protect the safety of the neighbourhoods.

### **Transportation**

Transportation presents another set of key issues facing Council. Community livability and economic viability depend in part on the effective movement of people and goods. Because so much pollution is caused by motor vehicles, sound transportation planning must include environmentally-friendly alternatives to reduce greenhouse gases among other sustainability goals.

Through an innovative agreement between the City and Translink, the new Capstan Canada Line Station will soon be built. This long-sought project is being funded through a special development levy on the construction of all new units in north Richmond. Station design started earlier this year as construction is set to start in 2019. Once the 24 new Canada Line cars are delivered, service on this popular line should be significantly expanded.

Construction should also start soon on a new bus mall immediately south of the Brighthouse Canada Line Station. Again, it is imperative that Richmond work closely with Translink to implement these and other service improvements. We strive to increase and improve public transportation throughout Richmond.

Work will now begin on the new River Parkway, a major new arterial route through our City Centre. To be completed in early 2020, River Parkway is meant to further decongest traffic in the City Centre. With improved cycling and pedestrian amenities along with the recently-launched community bike share program, Council aims to encourage alternative forms of transportation.

Regionally, it is important that a solution be designed to effectively address the traffic bottleneck on Highway 99 at the George Massey Tunnel. Working with the Province, Council needs to adopt a sustainable plan to efficiently move traffic while minimizing the environmental and livability impacts on the surrounding communities. Our City Council has remained steadfast in our opinion that the previously-proposed 10-lane bridge is neither viable nor effective and that more consideration needs to be given to options such as twinning the existing tunnel after being upgraded. We await the imminent release of the Province's review of the Massey Tunnel Replacement Project.

## Community services

As our community grows, Council will address our residents' need for services and facilities.

We eagerly anticipate the upcoming opening of the new Minoru Centre for Active Living which will effectively double the seniors program space as well as the pools. Once vacated, the City will repurpose the existing Seniors Centre. As the Cultural Centre can no longer meet the space needs of our many resident arts groups, the Seniors Centre will be repurposed to provide needed arts space for community users.

In the past year, the City made significant progress for the Garden City Lands to eventually become the new green heart of our community. We opened up the new trail system as our partners at Kwantlen Polytechnic University launched their new farm school. Extensive landscaping is underway to introduce new trees and vegetation throughout the site and to protect the remaining bog eco-system as an environmental preserve. The upcoming phases of the vision contemplate the expansion of farming activities along with the addition of community gardens and trails.

Soon Council will also consider a new Minoru Park Vision to guide the future evolution of our centrepiece park. At the same time, we will oversee development of the new West Cambie Neighbourhood Park to serve one of our rapidly-growing neighbourhoods.

Council considers its key capital priorities to include construction of a new Steveston Community Centre, an animal shelter and a lawn bowling clubhouse adjacent to the greens in Minoru Park. Once final designs are approved, each can move forward with construction.

With the urgent need for affordable housing, two key projects to open in 2019 are the expanded overnight emergency shelter in the Ironwood area and the Temporary Modular Housing project on Elmbridge. These projects will assist many in our community who struggle to secure the basic necessity of safe, secure shelter. Council also plans to update our Homelessness Strategy in 2019 to further address this ongoing crisis.

Council plans to build and broaden the inventory of all types of affordable housing across the City. To date, the City's Affordable Housing Strategy and related policies have realized many successes as we have secured more than 2,000 units.

Over the past few years, the City has secured a number of new child care facilities, including the recently-opened 37-space Seasong Centre on the old Steveston Secondary site. Through rezoning, Richmond has nine child care facilities which provide a total of over 300 licensed child care spaces. Over the next few years, we expect to open well over 200 additional spaces as part of new development across the City. Helping to meet this important need for young Richmond families will continue to be a Council priority.

Richmond is known internationally as a model for multicultural diversity and harmony. However, maintaining effective intercultural relations requires constant attention. To assist, the City will soon start public consultation on a Cultural Harmony Strategy for completion next year.



## **Sustainability**

Building a sustainable community is the main focus of Richmond's Official Community Plan and guides our efforts as a Council.

Richmond has been long-recognized as a leader among local governments in energy reduction and conservation. Through our innovative energy plan, the City has reduced overall greenhouse gas emissions by 6% since 2007, despite a 7% growth in population. This resulted in Richmond saving \$13 million in energy costs. With aggressive GHG reduction targets, our award-winning District Energy Utility is on track to become the largest of its kind in North America.

Richmond also leads in recycling and reducing the waste going into local landfills. I am particularly pleased to report that Richmond is closing in on our target to meet the regional goal of 80% diversion of our waste by 2020. In the coming months, look for Council to announce additional measures to increase recycling opportunities and services.

As an island community, the impacts of climate change such as rising sea levels and global warming are very real. To meet future threats, we prepare by investing in infrastructure every year. Because of this, our residents can be confident in the City's flood protection system and the knowledge that the immediate threat from flooding is very low.

During the past term, odours from the Harvest Power composting facility in south-east Richmond caused considerable distress for our residents. Council insisted on resolution of this issue by Metro Vancouver and the Provincial Government as the parties responsible for air quality. Recently, the City along with some local residents were parties to an environmental appeal that led to more stringent plant operating requirements. While Harvest Power has announced plans to phase out its local operation, Council will remain vigilant to ensure that odours are controlled during the facility's remaining months of operation.

In the last term, many concerns were also raised regarding the size of new residential construction on farmland. I expect that this matter will be further considered very soon.

## **Financial management and the economy**

Richmond residents enjoy some of the lowest property taxes in our region. We have carefully maintained an equitable balance in the share of property taxes paid by business relative to residents. This ensures that we support a robust economy and continued job growth along with affordability.

Through prudent financial management, our financial reserves have now reached more sustainable levels. The City must expand and renew our civic infrastructure to meet future needs. Consequently, it will remain an ongoing challenge for the new Council to adopt operating and capital budgets for 2019 and beyond. We will provide for the needs of our growing community while striving to keep taxes and tax increases modest.

Economic development, in addition to general strategies for business attraction and retention, are always important for Richmond. Tourism promotion through our Sport Hosting Program and our filming office are examples of initiatives to attract business. In the upcoming term, consideration may be given to expansion of these and many similar programs to ensure our business sector remains robust.

### **Significant achievements**

Innovation is a key corporate value for Richmond. City staff always seek ways in which to improve customer service and staff efficiency, often involving new technologies. That commitment fueled our successful submission in the prestigious, nation-wide *Smart Cities Challenge* competition. As a finalist for the \$10 million prize, our final submission will be considered next spring. Council, staff and our corporate partners will fine-tune our final submission as the project involves the innovative use of technology and data streams to improve our emergency response capability. This project builds upon work already started through our award-winning Digital Strategy.

Richmond is also among the first cities in the world to be named as a *Global Active City*. To earn this designation, cities must offer all their residents the opportunity to have active, healthy lifestyles while improving their well-being. Richmond joins other first cities: Buenos Aires, Argentina; Hamburg, Germany; Lillehammer, Norway; Liverpool, UK; and Ljubljana, Slovenia. This honour was predicated on work with our partners in developing key initiatives such as our Community Wellness Strategy and the draft Recreation and Sport Strategy. Building a healthy, active community is a constant work-in-progress and over the coming term, Council will continue to focus on initiatives to further improve overall community health.

### **Upcoming highlights**

2019 will mark the 140<sup>th</sup> anniversary of Richmond's incorporation. As we did during our very successful Canada 150 celebrations, Council will consider a special grant program to assist community groups in planning celebrations and creating legacies to mark the anniversary.

Looking forward, 2020 will also be very interesting. Richmond will again be the host to the 55+ Games. We will also host the Canadian Adult Recreational Hockey Association World Cup (CAHRA), a huge international event known as the Olympics of recreational hockey. These events and many others will provide a big boost to our tourism economy, while adding great vibrancy and excitement to our City.

### **Conclusion**

To conclude, I'd once again like to say thank you to all those who participated in the election process as candidates, staff or volunteers. Governance renewal is a key tenet of the democratic process. We look forward to the next four years as we work diligently to fulfill our commitments.

Much of our success in the upcoming term will be possible through the support from our corporate partners in the community in addition to the group of volunteers which can be counted on to form a part of every City initiative. We are indeed fortunate to have an active community which includes so many people who generously assist others as volunteers.

In Richmond, we are able to enjoy a very high quality of life. City Council counts on the public's generous support and active participation to enhance the well-being of others. We look forward to the challenges and opportunities we shall face in the coming term.





**Special Council  
Tuesday, November 6, 2018**

Place: Anderson Room  
Richmond City Hall

Present: Mayor Malcolm D. Brodie  
Councillor Chak Au  
Councillor Carol Day  
Councillor Kelly Greene  
Councillor Alexa Loo  
Councillor Bill McNulty  
Councillor Linda McPhail  
Councillor Harold Steves  
Councillor Michael Wolfe

Corporate Officer – David Weber

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

RES NO.    ITEM

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

\*\*\*\*\*

The meeting reconvened at 5:21 p.m. following the Open and Closed General Purposes Committee meetings with all members of Council present.



Special Council  
Tuesday, November 6, 2018

RES NO.    ITEM

GENERAL PURPOSES COMMITTEE

1.    **RESIDENTIAL DEVELOPMENT ON AGRICULTURALLY ZONED LAND**

(File No.: 08-4050-10; 08-4057-10) (REDMS No. 6013170; 5766488)

SP18/5-1

It was moved and seconded

- (1)    *That staff be directed to prepare a bylaw that limits residential development on lots 0.2 ha (0.5 acres) or larger in the Agriculture (AG1) zone, in accordance with Option 1 presented in Table 1 of the staff report titled "Agriculturally Zoned Land: Summary of Public Consultation on Limiting Residential Development in the AG1 Zone for Properties that are 0.2 ha (0.5 acres) or Larger" dated March 13, 2018 from the Manager, Policy Planning, and specifically in accordance with the following provisions:*
  - (a)    *a maximum house size of 500 m<sup>2</sup> (5,382 ft<sup>2</sup>);*
  - (b)    *a maximum two storey building height;*
  - (c)    *a maximum house footprint of 60% of the total floor area;*
  - (d)    *a maximum farm home plate of 1000 m<sup>2</sup> (10,764 ft<sup>2</sup>); and*
  - (e)    *requiring the septic field to be located within the farm home plate;*
- (2)
  - (a)    *That staff be directed to prepare a bylaw to limit house size on RS1 zoned lots in the Agricultural Land Reserve to a maximum of 500 m<sup>2</sup> (5,382 ft<sup>2</sup>); and*
  - (b)    *That staff be directed to prepare a bylaw that limits residential development on lots less than 0.2 ha (0.5 acres) in the Agriculture (AG1) zone in accordance with the following provisions:*
    - (i)    *a maximum two storey building height;*
    - (ii)    *a maximum house footprint of 60% of the total floor area; and*
    - (iii)    *requiring the septic field to be located within the farm home plate;*

2.



**Special Council**  
**Tuesday, November 6, 2018**

RES NO.    ITEM

- (3) *That the aforementioned bylaws be brought forward to the November 13, 2018 Regular Open Council agenda for Council consideration;*
- (4) *Whereas Section 463 of the Local Government Act allows the withholding of building permits that conflict with bylaws in preparation; and*

*Whereas Council has directed staff to prepare bylaws further limiting residential development in the Agricultural Land Reserve:*

*Therefore be it resolved that staff bring forward all building permit applications for residential development on lots located within the Agricultural Land Reserve, received more than 7 days after the passage of this resolution, to determine whether such applications are in conflict with the proposed bylaws to limit residential development for properties in the Agricultural Land Reserve.*

**CARRIED**

**ADJOURNMENT**

SP18/5-2

It was moved and seconded

*That the meeting adjourn (5:22 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the Special meeting of the Council of the City of Richmond held on Tuesday, November 6, 2018.

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Mayor (Malcolm D. Brodie)

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Corporate Officer (David Weber)



**For Metro Vancouver meetings on Friday, October 26, 2018**

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

## **Metro Vancouver Regional District**

### **Project Status Update for the Regional Industrial Lands Strategy**

**RECEIVED**

The Board received an update on the Regional Industrial Lands Strategy.

The Industrial Lands Strategy Task Force approved the scope of work for the Regional Industrial Lands Strategy at its meeting on May 10, 2018. Metro Vancouver staff continue to work with an Advisory Group and, to date, have presented information and received feedback at two Industrial Lands Strategy Task Force meetings. Results have been delivered on various topics, including issues and initiatives throughout the region and the exploration of the range of uses occurring on lands designated as industrial. Progress continues to be made on other issues, such as stratification, industrial-residential interface issues, and locating agri-industrial activities. The Strategy is anticipated to be completed in 2019.

### **Defining Industrial for the Regional Industrial Lands Strategy**

**APPROVED**

This report provided both a summary of results from the Advisory Group session and a recommendation for a working definition for “Industrial” to guide work on the Regional Industrial Lands Strategy during Fall 2018.

The Board endorsed the working definition of “Industrial,” which for the purposes of the Strategy, will be defined as businesses and infrastructure services that meet one or more of the following:

1. are generally not compatible with residential or commercial uses, due to generating heavy vehicle traffic, odour or noise;
2. have unique location, site or space needs that are generally not well served by commercial areas, such as access to the goods movement network or requiring large-area buildings; or
3. are typically serving other businesses, not the general public.

## **Stratification of Industrial Land in Metro Vancouver**

**RECEIVED**

The Board received a report containing a white paper on the extent, trends and implications of the stratification of industrial land in Metro Vancouver.

In the longer term, increasing stratification of industrial land may limit or challenge the future redevelopment potential of the lands when the functional lives of the buildings are at their end, and diminish the amount of industrial land available for larger format industrial and logistics users.

## **Electoral Area A Bylaw Enforcement Policy**

**APPROVED**

The Board approved the Electoral Area A Bylaw Enforcement Policy, for matters such as unsightly premises and nuisances, zoning contraventions, and unlawful construction.

The Electoral Area A Bylaw Enforcement Policy is based on the best practices guide and policies from comparable regional districts. Key elements of the policy include providing a framework for evaluating and addressing complaints, striving for voluntary compliance whenever possible, confidentiality, and handling complaints as operational matters.

## **Review of the MVRD Board's Potable Water Policy for Electoral Area A**

**APPROVED**

The Board approved the Electoral Area A Potable Water Policy, which focuses the policy's requirements for proof of potable water and the registration of a covenant on construction, such as new homes and renovations involving plumbing, and excludes minor non-plumbing renovations such as decks and sheds where there is no impact to the plumbing system. The revised policy has also updated references.

## **Metro Vancouver's Ecological Health Framework**

**APPROVED**

The Board approved the Ecological Health Framework, which is intended to strengthen the links with the 2015-2018 Board Strategic Plan and other regional management plans, provide higher level guidance to Metro Vancouver-led initiatives focused on ecological health, and support Metro Vancouver's core services and member jurisdictions.

**Sustainable Infrastructure and Buildings Policy****APPROVED**

The Board approved the Sustainable Infrastructure and Buildings Policy, which establishes standards for the sustainable design and construction of Metro Vancouver infrastructure and buildings to ensure sustainability objectives are achieved consistently and in a fiscally responsible manner. The policy applies to new construction as well as significant upgrades and renovations, providing direction on reducing environmental impacts and increasing social and environmental benefits of Metro Vancouver infrastructure and building projects.

**2018 Community to Community Forum****RECEIVED**

The Board received a report with summary of the 2018 Community to Community Forum with Kwantlen First Nation for the Board's information.

A Community to Community Forum provides an opportunity to bring together First Nations and local governments to foster positive relationships between communities. If the way in which Kwantlen First Nation, its Chief and Council, and community welcomed Metro Vancouver's Aboriginal Relations Committee, senior management and staff is any indication, then the regional district and First Nation are already on track towards building a meaningful, long-term, two-way relationship.

**Quarterly Report on Reconciliation Activities****RECEIVED**

The Board received a report with a quarterly update on reconciliation activities involving Metro Vancouver and local governments as per the Committee's recommendation and for members' information.

**Consideration of the City of Maple Ridge Regional Context Statement****APPROVED**

The City of Maple Ridge has requested continued acceptance of its regional context statement that was accepted by Metro Vancouver on September 23, 2013.

Each member jurisdiction's regional context statement must be reviewed at least every five years, giving the local government an opportunity to consider whether any recent municipal planning studies or changes to its Official Community Plan trigger changes to the regional context statement. The submitted Maple Ridge regional context statement remains generally consistent with the goals, strategies, actions, in Metro 2040.

The Board accepted the City of Maple Ridge's Regional Context Statement.



**Metro Vancouver 2040: Shaping our Future - 2017 Annual Performance Monitoring Report****RECEIVED**

The Local Government Act and Metro 2040 require the preparation of an annual report on the regional growth strategy's progress. The 2017 Annual Performance Monitoring Report provides a summary update on the performance measures with relevant annual change and available data. A complete profile of Metro 2040 performance measures with detailed data breakdown is available on the Metro Vancouver website, Metro 2040 Performance Monitoring Dashboard.

The Board received the report for information.

**Progress Update on the 2018 Regional Parking Study – Household Survey****RECEIVED**

The 2018 Regional Parking Study is a significant policy research initiative co-led by TransLink and Metro Vancouver to expand the knowledge base about apartment parking supply and demand in different areas of the region. This report presented preliminary observations from the Household Survey, the third and final component of the Regional Parking Study.

The Board received the progress update for information.

**Monitoring Corridors Identified through the Supportive Policies Agreements****APPROVED**

The Board endorsed Metro Vancouver's participation in monitoring corridors identified through the two recently completed Supportive Policies Agreements (SPAs) for the Surrey-Newton-Guildford Light Rail Transit (SNG-LRT) project in the City of Surrey and the Broadway Subway in the City of Vancouver.

The integration of regional land use and transportation planning is an important regional objective and key to advancing the shared regional vision expressed in Metro 2040 and the Regional Transportation Strategy. Recently, Metro Vancouver supported TransLink and the cities of Surrey and Vancouver in the development of Supportive Policies Agreements for the Surrey-Newton Guildford Light Rail Transit project and the Broadway Subway respectively. TransLink has proposed that Metro Vancouver take on a key role in monitoring land use and transportation indicators for the two SPA corridors based on Metro Vancouver's experience and expertise in monitoring Metro 2040, the Urban Centres and FTDAs, and the Marine-Main Corridor. The details of this role have yet to be determined, but will not include monitoring or reporting on performance or the adherence to the clauses of the SPAs by the parties.

**Lougheed Land Use and Monitoring Study – Project Initiation****RECEIVED**

A Frequent Transit Corridor Study on the Lougheed Corridor (between Coquitlam and Maple Ridge) will commence in September 2018. It is the second study of its kind undertaken by Metro Vancouver, and is a partnership between TransLink, Metro Vancouver, and the cities of Coquitlam, Port Coquitlam, Maple Ridge and Pitt Meadows. The Katzie, Kwantlen and Kwikwetlem First Nations, the Agricultural Land Commission, and Ministry of Transportation and Infrastructure have also been invited to participate.

The Study will have three phases and will explore the land use opportunities along the Lougheed Corridor to complement the implementation of the new B-Line service on this corridor. The outcomes of the Study include study area geography, a market analysis for the corridor, an alternative growth scenario, a monitoring program plan, and transit-supportive land use considerations for the corridor. Staff will report back with the study findings in early 2019.

The Board received the report for information.

**Urban Centres and FTDA Knowledge Sharing Series****RECEIVED**

The Board received an update on the Urban Centres and Frequent Transit Development Area (FTDA) Knowledge Sharing Series, a component of the ongoing Metro 2040 Urban Centres and FTDA Policy Review.

Phase 1 of the Urban Centres and FTDA Policy Review identified a number of challenges that municipalities are facing in implementing the regional vision for Urban Centres and FTDA. The Urban Centre and FTDA Knowledge Sharing Series was developed to address these implementation challenges through peer-to-peer learning. The Knowledge Sharing Series is an opportunity for municipal staff to showcase successful strategies for implementing the region's Urban Centres and FTDA policies. Four out of five walking tours have taken place to date including tours at Brentwood Municipal Town Centre, Burquitlam FTDA, 22nd Street Station FTDA, and Surrey Metro Core. The series has also helped to inform Phase 2 of the Urban Centres and FTDA Policy Review which is geared towards identifying options to enhance the region's growth structuring tools as Metro Vancouver looks towards the next iteration of the regional growth strategy.

**Grouse Mountain Regional Park – Public Engagement Results and Management Plan****APPROVED**

The Board approved the Grouse Mountain Regional Park Management Plan, which will provide a framework to guide resource management, park improvements, operations and programming at Grouse Mountain Regional Park over the next 20 years.

This report also outlines public engagement results, which indicate overall support for the management plan. The management planning process included research and analysis, engagement with local First Nations, the District of North Vancouver, partners, and the public.

**Financial Management Policy****APPROVED**

The Board approved the Financial Management Policy, which establishes the principles that will guide decision making with respect to funding long term operating and capital expenditures for the Greater Vancouver Water District (GVWD), Greater Vancouver Sewerage and Drainage District (GVS&DD), the Metro Vancouver Regional District (MVRD) and the Metro Vancouver Housing Corporation (MVHC).

The principles outlined in the proposed Financial Management Policy are consistent with sound financial management for maintaining a sustainable financial position. The policy supports the use of annual revenues to fund all operating expenditures as well as the level of capital (infrastructure) expenditures that are incurred consistently from year to year. Long-term debt funding will only be used for funding those capital expenditures above the consistent level of annual capital spending.

**TransLink Application for Federal Gas Tax Funding from the Greater Vancouver Regional Fund for 2020 Fleet Expansion and Modernization****APPROVED**

TransLink has requested approval of five projects for federal gas tax funding from the GVRF totaling \$142.10 million.

The Board:

- a) approved \$142.10 million in funding from the Greater Vancouver Regional Fund for the following transit projects proposed by TransLink in its Application for Federal Gas Tax funding from the Greater Vancouver Regional Fund for 2020 Fleet Expansion and Modernization:
  - i. Project 1 – Year 2020 Double Decker Diesel Bus Purchases for Fleet Replacement
  - ii. Project 2 – Year 2020 Conventional 60-ft Hybrid Bus Purchases and 40-ft Battery Electric Bus Purchases for Fleet Expansion
  - iii. Project 3 – Year 2020 HandyDART Vehicle Purchases for Fleet Replacement
  - iv. Project 4 – Year 2020 HandyDART Vehicle Purchases for Fleet Expansion
  - v. Project 5 – Year 2020 Community Shuttle Vehicle Purchases for Fleet Expansion
- b) directed staff to undertake a review of the Federal Gas Tax Fund Expenditures Policy, in consultation with TransLink and the Union of British Columbia Municipalities, and to report back to the Finance and Intergovernment Committee in 2019 with findings and, where appropriate, recommendations.

**2018 Greater Vancouver Regional Fund Semi-Annual Report as at June 30, 2018****RECEIVED**

The Board received TransLink's status report on active projects funded by federal gas tax funds through the Greater Vancouver Regional Fund (GVRF).

Five projects are experiencing delays exceeding three months: Metrotown trolley overhead rectifier replacement, two conventional bus replacement projects, equipment for deferred bus retirement program, and the battery electric bus pilot.

Looking ahead over the next 10 years, TransLink expects to draw on \$1.7 billion in GVRF funds to pay for eligible capital expenditures associated with the 2018 Phase Two Investment Plan and subsequent investment plans. Assuming the renewal of the federal gas tax transfers in 2024, the forecasted balance in 2027 will be drawn down to approximately \$46 million (from a fund balance high of \$343 million in 2024).

**E-Comm and British Columbia Emergency Health Services – City of Delta Request****RECEIVED  
ENDORSED**

At its October 12, 2018 meeting, the Finance and Intergovernment Committee considered the attached report titled "E-Comm and British Columbia Emergency Health Services – City of Delta Request," which provides information regarding the contract between Metro Vancouver and E-Comm for emergency dispatch services in response to the motion put forward to the MVRD Board by the City of Delta, and which was subsequently referred by the Board to the Finance and Intergovernment Committee for further consideration.

The Board received the report for information and endorsed E-Comm's current policy and procedures and British Columbia Emergency Health Services Critical Response Model for emergency services dispatch.

**Coquitlam River Watershed Roundtable Funding Request****RECEIVED**

The City of Coquitlam and City of Port Coquitlam sent Metro Vancouver a letter requesting that the MVRD Board consider and approve a minimum contribution of \$34,000 per year for the next three years to the Coquitlam River Watershed Roundtable to support its ongoing and stable operations.

The Board received the report for information and directed staff to send a letter to the Coquitlam River Watershed Roundtable advising of the requirements to be considered for a multi-year Contribution Agreement.

**Metro Vancouver Board Strategic Plan – 2018 Update****RECEIVED**

The Board received an update on key actions achieved in 2018 in delivering the strategic directions of the 2015-2018 Board Strategic Plan.

As part of the annual planning and budget process, work plans are prepared each year for Metro Vancouver's business areas that guide the activities of the organization.

**2018 Youth Homeless Count Report****RECEIVED**

The Board received a report with the results of the 2018 Youth Homeless Count conducted in April 2018.

The 2018 Youth Homeless Count (aged 13-24) was conducted April 4-12, 2018 and was the first youth-focused homeless count in the region. New methodologies were used to count this hidden homeless demographic, including an extended count duration of nine days.

There were 681 youth recorded during the count period. On the first night of the count, 73% were couch-surfing or in a shelter or similarly temporarily housed; 27% were unsheltered. Most youth first became homeless at age 15 or 16 and 52% reported family conflict as the cause. As this was the first time a youth-focused count in the Metro Vancouver region and due to the new methodologies, the data cannot be directly compared to previous counts. The data will be used to inform further research, policy, programs and funding decisions.

**Metro Vancouver External Agency Activities Status Report October 2018****RECEIVED**

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

- Sasamat Volunteer Fire Department, dated September 17, 2018
- Flood Control and River Management Committee Meeting Minutes, dated April 25, 2018
- Delta Heritage Airpark Management Committee, dated September 10, 2018
- Municipal Finance Authority of BC, dated October 1, 2018
- Experience the Fraser, dated September 11, 2018
- Fraser Basin Council, dated October 5, 2018
- Pacific Parklands Foundation, dated September 13, 2018
- External Agency Status Report for Fraser Valley Regional Library Board, dated October 10, 2018
- National Zero Waste Council Update for 2018, dated October 13, 2018

**General Local Election 2018 Results for the Office of Electoral Area A Director****RECEIVED**

The Board received the results of the 2018 general local election for Electoral Area A Director, Metro Vancouver Regional District. Mr. Justin LeBlanc was elected by acclamation.

**Electoral Area Election, Projects and Initiatives Reserve Fund Bylaw No. 1275, 2018****APPROVED**

The Board approved a Reserve Fund Bylaw for Electoral Area election expenses. The Board gave first, second and third reading to Electoral Area Election, Projects and Initiatives Reserve Fund Bylaw No. 1275, then passed and finally adopted the bylaw.

**Metro Vancouver Regional District Security Issuing Bylaw No. 1276, 2018  
Regarding GVS&DD Borrowing Bylaw No. 321, 2018****APPROVED**

The Board adopted a Security Issuing Bylaw for the issuance of debenture debt through the MVRD and the Municipal Finance Authority (MFA) in the amount of \$2,100,000,000 providing long term capital borrowing authority for the GVS&DD for the anticipated requirements of the next five years.

The Board gave first, second and third reading to bylaw, and forwarded it to the Inspector of Municipalities for statutory approval.

**Metro Vancouver Regional District Regional Parks Regulation Amending Bylaw****APPROVED**

The Regional Parks Regulation Bylaw is typically amended annually in the fall to set new fees and charges for the coming calendar year. In addition, staff uses this opportunity to bring forward any recommended regulatory changes to regulate visitor behavior and activities. Proposed changes to the regulations will help improve public safety, further protect park natural resources and assets, and better define acceptable public conduct and park officer enforcement powers.

The Board gave first, second and third reading to the bylaw, then passed and finally adopted it.

**Metro Vancouver Regional District Notice of Bylaw Violation Enforcement and  
Dispute Adjudication Amending Bylaw****APPROVED**

This bylaw is typically amended annually with changes that further regulate visitor behavior and activities. Proposed changes to the regulations will help improve public safety, further protect park natural resources and assets, and better define acceptable public conduct and park officer enforcement powers.



The Board gave first, second and third reading to the Metro Vancouver Regional District Notice of Bylaw Violation Enforcement and Dispute Adjudication Amending Bylaw No. 1279, 2018; then passed and finally adopted it.

## **Metro Vancouver Regional District Ticket Information Utilization Amending Bylaw**

**RECEIVED  
APPROVED**

Metro Vancouver requires the ability to manage and enforce acceptable public use on regional park land. This bylaw amendment addresses emergent compliance issues and will keep the bylaw current. The recommended regulatory changes address the growing issue of yard or green waste being intentionally left in regional parks; allow for better enforcement against unauthorized uses of watercraft; and tidy up an inconsistency in the designation of violations which resulted from a prior amendment to Parks Regulation Bylaw 1177. The Board gave first, second and third reading to the bylaw, then passed and finally adopted said bylaw.

## **MVRD 2019 Budget and 2019 – 2023 Financial Plan and Five Year Bylaw 1280**

**APPROVED**

The MVRD Board approved the 2019 Annual Budget and endorsed the 2019 – 2023 Financial Plan, in the following schedules:

- Revenue and Expenditure Summary
- Affordable Housing
- Air Quality
- E911 Emergency Telephone Service
- Electoral Area Service
- General Government
- Labour Relations
- Regional Emergency Management
- Regional Global Positioning System
- Regional Parks
- Capital Programs & Project Totals - Regional Parks
- Regional Planning
- Regional Prosperity

The MVRD Board approved the 2019 Annual Budget and endorsed the 2019 – 2023 Financial Plan as presented for the Sasamat Fire Protection Service, and shown in the following schedules:

- Revenue and Expenditure Summary
- Sasamat Fire Protection Service

The MVRD Board approved the 2019 Reserve Applications, and gave first, second and third reading to 2019-2023 Financial Plan Bylaw No. 1280, 2018; and passed and finally adopted the bylaw.

## Greater Vancouver Sewage and Drainage District

### Sustainable Infrastructure and Buildings Policy

**APPROVED**

The Board approved the Sustainable Infrastructure and Buildings Policy, which establishes standards for the sustainable design and construction of Metro Vancouver infrastructure and buildings to ensure sustainability objectives are achieved consistently and in a fiscally responsible manner. The policy applies to new construction as well as significant upgrades and significant renovations, providing direction on reducing environmental impacts and increasing social and environmental benefits of Metro Vancouver infrastructure and building projects.

### Award of a Contract for Part A Resulting from Tender No. 18-090: Installation of Two South Surrey Interceptor Odour Control Facilities (King George and Highway 91)

**APPROVED**

The Board authorized the award of a contract in the amount of \$5,436,412.11 (exclusive of taxes) to Trittech Group Ltd. resulting from Part A of Tender No. 18-090: Installation of Two South Surrey Interceptor Odour Control Facilities (King George and Highway 91).

### Northwest Langley Wastewater Treatment Plant Indicative Design

**APPROVED**

The Board endorsed the Indicative Design for the Northwest Langley Wastewater Treatment Plant as developed through the Project Definition Phase and as summarized in the report.

The new servicing and facility plan for the Fraser Sewage Area includes an upgraded Northwest Langley Wastewater Treatment Plant, a new pump station, twin forcemains, storage tank and river crossing, and a new outfall into the Fraser River. Both the new Fraser River crossing and pump station / SSO storage tank are currently in detailed design. The first phase of ground improvements on the treatment plant site is currently underway. Finally, the design team has completed the Project Definition Report and the Indicative Design for the treatment plant and is now ready to proceed with detailed design. It is anticipated that the servicing plan will save Metro Vancouver approximately \$280M over 30 years, when compared with servicing through the Annacis Wastewater Treatment Plant.

### Award of a Contract Resulting from Tender No. 18-297: Construction – Replacement of Existing 25kV Substation at Northwest Langley Wastewater Treatment Plant

**APPROVED**

The Board authorized award of a contract in the amount up to \$5,957,000.00 (exclusive of taxes) to Westpro, a Division of Pomerleau Inc., resulting from Tender No. 18-297: Construction – Replacement of Existing 25kV Substation at Northwest Langley Wastewater Treatment Plant.

**Energy and Greenhouse Gas Emissions Management in Liquid Waste & Water Utilities****RECEIVED**

The Board received for information a report about trends in Metro Vancouver's energy use, costs, and greenhouse gas emissions for the Liquid Waste and Water utilities from 2013 through 2017. The report also provides highlights of Metro Vancouver energy and climate-related projects and initiatives completed in recent years.

Metro Vancouver has demonstrated progress toward strategic directions identified by the Board regarding energy conservation and recovering energy, transitioning to clean or renewable resources for energy, increasing energy efficiency, evaluating opportunities for energy generation and recovery, and reducing GHG emissions. Progress has also been made toward completing the directives set out in the Corporate Energy Management Policy. Establishing realistic energy performance improvement targets and assigning clear accountability for achieving those targets are seen as the next critical steps in effective policy implementation.

**Award of Contract Resulting from RFP No. 18-240: General Construction – Coquitlam Transfer Station Replacement****APPROVED**

The Board approved the award of a contract in the amount of up to \$62,438,735.05 (exclusive of taxes) to Stuart Olson Construction Limited for the general construction of the replacement Coquitlam Transfer Station resulting from RFP No. 18-240.

**Award of Phase D Part 2 – Construction Administration: Coquitlam Transfer Station Replacement Engineering Services****APPROVED**

The Board approved the award Phase D Part 2: Construction Administration Services in the amount of up to \$3,327,804.80 (exclusive of taxes) to the consultant, Morrison Hershfield Limited for the Coquitlam Transfer Station Replacement Project.

**Regional Dog Waste Diversion Update****RECEIVED**

Dog waste diversion and collection services have received more attention by residents, municipalities and parks operators across the region in recent years. In 2011, Metro Vancouver added dog waste collection bins in parks to improve service to visitors and increase waste reduction and diversion. There are currently almost 300 red bins located in Metro Vancouver and municipal parks collecting about 150 tonnes of dog waste a year. Current expansion plans could result in an increase in dog waste collected to 570 tonnes over the next five years. The Board received an update on dog waste diversion in the region.

**Update on Illegal Dumping Statistics and Programs****RECEIVED**

The Board received a report on regional illegal dumping statistics and to summarize prevention strategies and enforcement tools adopted by member municipalities to reduce illegal dumping.

In 2017, member municipalities reported approximately 38,800 incidents of illegal dumping and spent approximately \$2.9 million to clean up and properly dispose of the abandoned waste. A similar amount is spent annually on bulky item pick-up and other municipal programs for a total of approximately \$5 million spent annually for removing illegally dumped material and managing pick-up programs. Raising awareness through signage, education campaigns and community material drop-off events appear to be effective in decreasing the number of incidents of illegal dumping for some municipalities.

**Financial Management Policy****APPROVED**

The Board approved the Financial Management Policy, which establishes the principles that will guide decision making with respect to funding long term operating and capital expenditures for the Greater Vancouver Water District (GVWD), Greater Vancouver Sewerage and Drainage District (GVS&DD), the Metro Vancouver Regional District (MVRD) and the Metro Vancouver Housing Corporation (MVHC).

The principles outlined in the Financial Management Policy are consistent with sound financial management for maintaining a sustainable financial position. The policy supports the use of annual revenues to fund all operating expenditures as well as the level of capital (infrastructure) expenditures that are incurred consistently from year to year. Long-term debt funding will only be used for funding those capital expenditures above the consistent level of annual capital spending.

**Greater Vancouver Sewerage and Drainage District Borrowing Bylaw No. 321, 2018****APPROVED**

Metro Vancouver regularly secures long-term financing to fund infrastructure related expenditures. In order for the GVS&DD to facilitate this necessary financing, the procedure, similar to municipalities, begins with the passing of a Borrowing Bylaw authorizing borrowing from the MFA through the MVRD. Borrowing Bylaws are sent to the regional district for inclusion in a Regional District Security Issuing Bylaw. Once all legal requirements (such as Inspector of Municipalities approval) are met, the borrowing and security issuing bylaws are forwarded to the MFA as the maximum accumulated borrowing authority and is drawn down over time based on actual borrowing.

The Board approved an additional \$2,100,000,000 borrowing limit to fund capital infrastructure activities within the Greater Vancouver Sewerage and Drainage District, and gave first, second and third reading to the Borrowing Bylaw and forwarded it to the Inspector of Municipalities for statutory approval.

**GVS&DD Hospital Pollution Prevention Bylaw No. 319, 2018 and Sewer Use Amendment Bylaw No. 320, 2018****APPROVED**

To better regulate the discharge of wastewater from hospitals, a regulatory bylaw has been developed requiring hospitals in the region to develop and submit a Pollution Prevention Plan. Core requirements addressed in the Pollution Prevention Plan include the disposal of biomedical waste, unused drugs, formaldehyde, 'silver-rich' solutions, and fats, oils and grease to the sanitary sewer. To develop the proposed Bylaw extensive engagement was conducted with hospital staff, including subject matter experts and senior management.

The Board gave first, second and third reading to Greater Vancouver Sewerage and Drainage District Hospital Pollution Prevention Bylaw No. 319, 2018; and passed and finally adopted the bylaw.

Then, the Board gave, first, second and third reading to Greater Vancouver Sewerage and Drainage District Sewer Use Amendment Bylaw No. 320, 2018; and passed and finally adopted the bylaw.



**GVS&DD Tipping Fee and Solid Waste Disposal Regulation Amendment Bylaw No. 323, 2018**

**APPROVED**

The Board approved the following amendments to the Tipping Fee Bylaw effective January 1, 2019:

- I. Tipping Fees to change as follows:
  - a. Tipping Fees for Garbage (per tonne):
    - Municipal Garbage \$108
    - Up to 1 tonne \$142
    - 1 tonne to 9 tonnes \$120
    - 9 tonnes and over \$90
  - b. Generator Levy at \$42 per tonne (included in Tipping Fee)
- II. Clarify that noxious weeds can be disposed of as garbage or as green waste;
- III. Include paint containers with paint under product stewardship materials; and
- IV. Include rigid packaging (boxes and cartons) made from composite materials in the disposal ban program.

Then the Board gave first, second and third reading to Greater Vancouver Sewerage and Drainage District Tipping Fee and Solid Waste Disposal Regulation Amendment Bylaw No. 323, 2018; and passed and finally adopted the bylaw.

**Consideration of Reducing GVS&DD Development Cost Charges for Student Housing**

**APPROVED**

Post-secondary institutions have articulated concern that DCCs increase the cost of building new student housing, which is generally built as not-for-profit and without the inclusion of land value. Rent is based on a cost recovery model, and lower construction costs help moderate rents. As a result, eight post-secondary institutions requested that new student housing be eligible for waiver from GVS&DD DCCs. They have requested the same from TransLink related to the proposed transit DCC.

More student housing on campus would also lessen the impact of student transportation on the region's transportation network and associated GHG impacts by enabling more students to live onsite. As such, there is a public benefit to supporting the development of student housing. However, it is noted that this DCC reduction is distinctly different than the 100% waiver approved by the Board for non-profit affordable housing which is built specifically to address the needs of low income households.

The Board approved the reduction of GVS&DD Development Cost Charges for student housing by 50%; and gave first, second and third reading to Greater Vancouver Sewerage and Drainage District Development Cost Charge Waiver for Affordable Housing Amending Bylaw No. 322, 2018; then passed and finally adopted the bylaw.



**Rawn Report Amendment 22, Bylaw No. 318, 2018****RECEIVED  
APPROVED**

Newton Sanitary Trunk Sewer No. 1 is located in the City of Delta. Through infrastructure upgrades, that sewer is no longer serving a regional purpose as all flows in the pipe originate within the City of Delta. The City of Delta has requested that the main be transferred from the GVS&DD to Delta to be operated as a local collector pipe. A transfer agreement is being considered separately between the City of Delta and the GVS&DD to transfer ownership and operation of the GVS&DD facility, known as Newton Sanitary Trunk Sewer No. 1, which is part of Plan F of the Rawn Report. An amendment of Plan F of the Rawn Report is required to reflect the transferred infrastructure. The GVS&DD Act allows changes to the Rawn Report, but only through a Bylaw passed by the Board.

The Board gave first, second and third reading to the Rawn Report Amendment 22, Bylaw No. 318, 2018; and, passed and finally adopted the bylaw.

**GVS&DD 2019 Budget and 2019 – 2023 Financial Plan****APPROVED**

The Board approved the 2019 Annual Budget and endorsed the 2019 - 2023 Financial Plan in the following schedules:

- Revenue and Expenditure Summary
- Liquid Waste Services
- Capital Programs Project Totals – Liquid Waste Services
- Solid Waste Services
- Capital Programs Project Details – Solid Waste Services

Then the Board approved the 2019 Reserve Applications as shown.

## Greater Vancouver Water District

**Sustainable Infrastructure and Buildings Policy****APPROVED**

The Board approved the Sustainable Infrastructure and Buildings Policy, which establishes standards for the sustainable design and construction of Metro Vancouver infrastructure and buildings to ensure sustainability objectives are achieved consistently and in a fiscally responsible manner. The policy applies to new construction as well as significant upgrades and significant renovations, providing direction on reducing environmental impacts and increasing social and environmental benefits of Metro Vancouver infrastructure and building projects.

**Summer 2018 Water Supply Performance****RECEIVED**

The Board received a preliminary review of water use and water supply system performance during summer 2018.

The Metro Vancouver region experienced an abnormally dry and warm May, followed by periods of hot and dry weather in June to mid-August. During these periods, water use was unseasonably high. Weather conditions returned to seasonal norms in mid-to-late August, with average temperatures and rainfall.

Water use in May through mid-August was above normal due to abnormally hot and dry weather. Peak water use occurred in early August and was above the levels seen in 2017. Summer 2018 was the first summer the new Drinking Water Conservation Plan (DWCP) water restrictions were implemented and also the first summer since the Board endorsed best practices for local governments relating to DWCP education, compliance monitoring and enforcement. Water use on Mondays and Tuesdays has been reduced, as lawn watering by residential users is no longer permitted on these days. These reductions were partially offset by higher usage on Wednesday and Thursdays. These reductions in water use demonstrate the benefits of water conservation measures and campaigns by Metro Vancouver and member local governments.

**Award of Contract Resulting from Tender No. 18-251: Construction – Port Mann Main No. 2 (South) Part A and B****APPROVED**

The Board authorized award of a contract in the amount of \$17,020,735 (exclusive of taxes) to Sandpiper Contracting LLP for Part A and B resulting from Tender No. 18-251 for the construction of Port Mann Main No. 2 (South).

**Award of Contract Resulting from Request for Proposal (RFP) No. 18-234: Capilano Raw Water Pump Station - Backup Power Pre-Purchase Equipment****APPROVED**

The Board authorized award of a contract in the amount of up to \$10,761,932 (exclusive of taxes) to Cullen Diesel Power Ltd. resulting from RFP No. 18-234 for the supply and delivery of the Capilano Raw Water Pump Station - Backup Power Pre-Purchase Equipment.

**Award of Contract Resulting from Request for Proposal (RFP) No. 18-270: Seymour Capilano Filtration Plant – Filter Underdrains Replacement****APPROVED**

The Board authorized award of a contract in the amount of up to \$21,689,777 (exclusive of taxes) to NAC Constructors Ltd. resulting from RFP No. 18-270 for the Seymour Capilano Filtration Plant – Filter Underdrains Replacement, and increased the budget for the Seymour Capilano Filtration Plant – Filter Underdrains Replacement to \$29,000,000.

## **Annual Update on Fisheries Initiatives in the Capilano, Seymour & Coquitlam Watersheds** RECEIVED

The Board received an update on fisheries initiatives and activities associated with the Capilano, Seymour and Coquitlam Watersheds.

Metro Vancouver continues to proactively participate in a variety of meaningful fisheries initiatives throughout GVWD's watershed lands located both above and below the dams. A key Metro Vancouver objective is to ensure fisheries protection and enhancement initiatives are evaluated, planned and implemented in a manner that consistently meets the Corporation's mandate of providing consistently high quality drinking water supplies.

## **Energy and Greenhouse Gas Emissions Management in Liquid Waste and Water Utilities** RECEIVED

The Board received a report about trends in Metro Vancouver's energy use, costs, and greenhouse gas emissions for the Liquid Waste and Water utilities from 2013 through 2017, as well as highlights of Metro Vancouver energy- and climate-related projects and initiatives completed in recent years.

Metro Vancouver has demonstrated progress toward strategic directions identified by the Board regarding energy conservation and recovering energy, transitioning to clean or renewable resources for energy, increasing energy efficiency, evaluating opportunities for energy generation and recovery, and reducing GHG emissions. Progress has also been made toward completing the directives set out in the Corporate Energy Management Policy. Establishing realistic energy performance improvement targets and assigning clear accountability for achieving those targets are seen as the next critical steps in effective policy implementation.

## **Financial Management Policy** APPROVED

The Board approved the Financial Management Policy, which establishes the principles that will guide decision making with respect to funding long term operating and capital expenditures for the Greater Vancouver Water District (GVWD), Greater Vancouver Sewerage and Drainage District (GVS&DD), the Metro Vancouver Regional District (MVRD) and the Metro Vancouver Housing Corporation (MVHC).

The principles outlined in the proposed Financial Management Policy are consistent with sound financial management for maintaining a sustainable financial position. The policy supports the use of annual revenues to fund all operating expenditures as well as the level of capital (infrastructure) expenditures that are incurred consistently from year to year. Long-term debt funding will only be used for funding those capital expenditures above the consistent level of annual capital spending.



**Award of Contract Resulting from RFP No. 18-048: Second Narrows Water Supply Tunnel – Burrard Inlet Crossing**

**APPROVED**

The Board approved the award of a contract in an amount of up to \$266,559,432 (exclusive of taxes) to Traylor-Aecon General Partnership resulting from Request for Proposal No. 18-048: Second Narrows Water Supply Tunnel - Burrard Inlet Crossing; and approved an increase to the budget for the Second Narrows Water Supply Tunnel construction to \$445,000,000.

**GVWD 2019 Budget and 2019 – 2023 Financial Plan**

**APPROVED**

The Board approved the 2019 Annual Budget and endorsed the 2019 - 2023 Financial Plan as shown in Attachment 1 of the report dated October 17, 2018, titled “GVWD 2019 Budget and 2019 – 2023 Financial Plan”, in the following schedules:

- Revenue and Expenditure Summary
- Water Services
- Capital Programs Project Totals – Water Services

Then the Board approved the 2019 Reserve Applications, and set the Water Rate for 2019 at:

- \$0.8399 per cubic metre for June through September; and
- \$0.6719 per cubic metre for January through May and October through December.

## **Metro Vancouver Housing Corporation**

**Sustainable Infrastructure and Buildings Policy**

**APPROVED**

The Board approved the Sustainable Infrastructure and Buildings Policy, which establishes standards for the sustainable design and construction of Metro Vancouver infrastructure and buildings to ensure sustainability objectives are achieved consistently and in a fiscally responsible manner. The policy applies to new construction as well as significant upgrades and significant renovations, providing direction on reducing environmental impacts and increasing social and environmental benefits of Metro Vancouver infrastructure and building projects.



## **Financial Management Policy**

**APPROVED**

The Board approved the Financial Management Policy, which establishes the principles that will guide decision making with respect to funding long term operating and capital expenditures for the Greater Vancouver Water District (GVWD), Greater Vancouver Sewerage and Drainage District (GVS&DD), the Metro Vancouver Regional District (MVRD) and the Metro Vancouver Housing Corporation (MVHC).

The principles outlined in the proposed Financial Management Policy are consistent with sound financial management for maintaining a sustainable financial position. The policy supports the use of annual revenues to fund all operating expenditures as well as the level of capital (infrastructure) expenditures that are incurred consistently from year to year. Long-term debt funding will only be used for funding those capital expenditures above the consistent level of annual capital spending.

## **MVHC 2019 Budget and 2019 – 2023 Financial Plan**

**APPROVED**

The MVHC Board approved the 2019 Annual Budget and endorsed the 2019 - 2023 Financial Plan in the following schedules:

- Revenue and Expenditure Summary
- Housing
- Capital Programs Project Totals – Housing

The Board then approved the 2019 Reserve Applications.



## General Purposes Committee

Date: Tuesday, November 6, 2018

Place: Anderson Room  
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair  
Councillor Chak Au  
Councillor Carol Day  
Councillor Kelly Greene  
Councillor Alexa Loo  
Councillor Bill McNulty  
Councillor Linda McPhail  
Councillor Harold Steves  
Councillor Michael Wolfe

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

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the General Purposes Committee held on October 15, 2018, be adopted as circulated.*

**CARRIED**

### ENGINEERING AND PUBLIC WORKS DIVISION

1. **FEEDBACK ON THE ORGANIC MATTER RECYCLING REGULATION (OMRR) INTENTIONS PAPER 2018**

(File Ref. No. 10-6175-02-01) (REDMS No. 5972541 v. 7)

It was moved and seconded

*That the comments in the report titled "Feedback on the Organic Matter Recycling Regulation (OMRR) Intentions Paper 2018" from the Senior Manager, Sustainability and District Energy, dated October 3, 2018 be forwarded to the BC Minister of Environment and Climate Change Strategy.*

**CARRIED**



**General Purposes Committee**  
**Tuesday, November 6, 2018**

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**2. WESPAC TILBURY MARINE JETTY PROJECT- APPLICATION COMMENTS FOR THE BRITISH COLUMBIA ENVIRONMENTAL ASSESSMENT PROCESS**

(File Ref. No. 10-6125-30-007) (REDMS No. 6004736 v. 3)

In response to questions from Committee, Chad Paulin, Manager, Environment, advised that there would be an opportunity to oppose the project during the current screening process and that if approved, the City has an additional 180 days to address further concerns. In reply to further queries from Committee, Mr. Paulin noted that there are plans to expand the size of the Fortis B.C. plant; however they are waiting for the WesPac Tilbury Marine Jetty Project to go through the BC Environmental Assessment process to finalize those plans.

Discussion took place on submitting the information in the staff report regarding WesPac's application to the Ministry of Transportation and direction was given to staff to also forward staffs' comments to the BC Environmental Assessment Office regarding the project to the BC Minister of Transportation.

It was moved and seconded

*That the comments regarding the WesPac Tilbury Marine Project Environmental Assessment Application to the BC Environmental Assessment Office for the proposed Liquefied Natural Gas Birthing and Loading Facility identified in the "WesPac Tilbury Marine Jetty Project – Application Comments for the British Columbia Environmental Assessment Process" report dated October 16, 2018, from the Director, Engineering, be endorsed for submission to the BC Environmental Assessment Office.*

**CARRIED**

**3. PROPOSED ROAD SECTION TO BE ADDED TO TRANSLINK'S MAJOR ROAD NETWORK**

(File Ref. No. 01-0154-04) (REDMS No. 6017892)

It was moved and seconded

*That the section of Cambie Road between No. 3 Road and No. 6 Road be added to TransLink's Major Road Network as described in the report titled "Proposed Road Section to be Added to TransLink's Major Road Network" dated October 31, 2018 from the Director, Transportation.*

**CARRIED**

**General Purposes Committee**  
**Tuesday, November 6, 2018**

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**COMMUNITY SERVICES DIVISION**

**4. MINORU PLACE ACTIVITY CENTRE PROGRAM OPTIONS AS ARTS SPACE**

(File Ref. No. 06-2050-20-MP) (REDMS No. 5848811 v. 17)

In response to questions from Committee, Liesl Jauk, Manager, Arts Services, commented that the main advantages of Option 1 outlined in the staff report is keeping the existing commissary kitchen for programming opportunities, allowing for increased space for the media lab, and increased dance studio space and the addition of a pottery studio.

In further response to queries, Ms. Jauk advised that (i) the current proposal for the kitchen is to work with Lelem (Seyem' Qwantlen Business Group) to utilize and upgrade the kitchen space for programming use, (ii) the intended use of the flex lobby space is to provide meeting space for community groups, and (iii) spaces not utilized by programming would be rented out as available, similar to the cultural centre.

Discussion ensued regarding the estimated costs of the recommended option and staff were directed to provide a memorandum to Council regarding the details of the estimated \$2.5 million for the Arts Program-related costs.

In response to questions from Committee regarding parking, Victor Wei, Director, Transportation, advised that staff assessed the parking demand and concluded during off-peak hours there would be sufficient space on site. He further remarked that during peak times, parking available by the City Hall Annex building could accommodate parking for facility staff or overflow for visitors.

It was moved and seconded

- (1) *That the recommended option, Option 1: Community Arts Education and Program Space with Pottery and Culinary Arts Studio, be approved as the preferred program of the Minoru Place Activity Centre as detailed in the staff report titled "Minoru Place Activity Centre Program Options as Arts Education and Program Space," dated August 29, 2018, from the Director, Arts, Culture and Heritage; and***
- (2) *That a Capital request be considered during the 2019 budget process.***

**CARRIED**

**General Purposes Committee**  
**Tuesday, November 6, 2018**

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**PLANNING AND DEVELOPMENT DIVISION**

**5. CANNABIS RELATED OFFICIAL COMMUNITY PLAN AND ZONING BYLAW AMENDMENTS IN RESPONSE TO CHANGES TO PROVINCIAL AGRICULTURAL LAND RESERVE LEGISLATION**

(File Ref. No. 08-4430-03-10; 12-8060-20-009928/009929) (REDMS No. 5962868 v. 1; 5994957; 5962994)

In response to question from Committee, Barry Konkin, Manager, Policy Planning, and Kevin Eng, Planner 2, advised that (i) the staff report is in response to a Council referral to bring City bylaws into alignment with provincial regulations on open cultivation, (ii) staff can engage with the development community to communicate the proposed bylaw amendments, (iii) staff will work with corporate communications to issue a press release following Council adoption, (iv) the provincial regulations ban the conversion of existing structures that was not purpose-built for crops, (v) under the licencing regulations, local government, fire-rescue, and police are made aware of upcoming federal applications for a licence, (vi) odour management is difficult for cannabis grown in fields, however indoor facilities are working with Metro Vancouver on obtaining air permits, and (viii) the proposed amendments maintain the restriction of one facility city-wide approach.

It was moved and seconded

*(1) That Richmond Official Community Plan (OCP) Bylaw 9000, Amendment Bylaw 9928, to revise Section 3.6.5 of Schedule 1 of the OCP on the City's land use policies for the management of cannabis production in response to changes to Provincial Agricultural Land Reserve (ALR) Regulation, be introduced and given first reading;*

*(2) That Bylaw 9928, having been considered in conjunction with:*

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

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

*is hereby found to be consistent with the said programs and plans, in accordance with Section 477(3)(a) of the Local Government Act;*

*(3) That Richmond Official Community Plan 9000, Amendment Bylaw 9928, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043 and Section 477(3)(b) of the Local Government Act, be forwarded to the Agricultural Land Commission for comment in advance of the Public Hearing;*

*(4) That Richmond Zoning Bylaw 8500, Amendment Bylaw 9929, to amend Section 3.4 and Section 5.13 of the Zoning Bylaw related to the production of cannabis in response to changes to Provincial ALR legislation, be introduced and given first reading.*

**CARRIED**

Opposed: Cllr. Au

4.

COUNCILLOR HAROLD STEVES

6. **RESIDENTIAL DEVELOPMENT ON AGRICULTURALLY ZONED LAND**

(File Ref. No. 08-4050-10; 04-4057-10) (REDMS No. 6013170; 5766488)

Wayne Craig, Director, Development and Barry Konkin, Manager, Policy Planning advised that staff recommend that restrictions on house size on Single Detached (RS1) zoned properties within the Agricultural Land Reserve (ALR) be added to the staff recommendations.

Background on residential development on agriculturally zoned land in Richmond was discussed and in response to questions from Committee, staff noted that:

- staff are waiting for a response from Ministry of Agriculture staff to confirm information on the grandfathering provision and will provide updated information when available;
- final results from the Agricultural Land Reserve revitalization workshops held earlier this year may provide further information regarding provincial actions to improve agricultural viability such as taxation of farmland, foreign ownership, and incentives for farmers and property owners to ensure agricultural productivity;
- under Bill 52, the *Agricultural Land Commission Amendment Act*, the City would need to amend the City's bylaw to remove the provision on secondary dwellings;
- the restriction of the farm home plate to a maximum size of 1000m<sup>2</sup> is measured abutting the front property line and must be contiguous;
- the seven day moratorium proposed in Part (4) of the staff recommendation is the minimum date allowable; and
- a development variance permit would be required for a single storey bungalow greater than 60% of the floor area, as proposed in the staff report.

John Roston, 12262 Ewen Avenue, referenced recent real estate listings for large homes in Richmond on agriculturally zoned land and expressed concern over the impact of real estate speculation should the staff recommendation be passed by Council. Mr. Roston further remarked that he was of the opinion that house size on agricultural land should be limited to a maximum of 300 m<sup>2</sup>.

## General Purposes Committee

### Tuesday, November 6, 2018

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Rupinder Dhiman, 9360 Sidaway Road, expressed concern regarding the proposed limitations on house size on agriculturally zoned land and was of the opinion that the proposed limitations were premature and should be delayed until the proposed provincial legislation is enacted. Mr. Dhiman further queried if the variance for existing farmers would still apply should the proposed bylaws be adopted.

Mr. Craig, in response to queries from Committee arising from the previous delegation's comments, noted that an application for a development variance could be made to allow for a house size that exceeds the City limit however Agricultural Land Commission approval would be required for any application that wished to exceed any legislated provincial maximum.

Jim Wright, 8300 Osgood Drive, expressed support for the proposed limitations on house size on agriculturally zoned land. Mr. Wright further expressed support for greater limitations on house size on Agricultural Land Reserve farmland to a maximum of 300m<sup>2</sup>.

In response to questions from Committee, Mr. Wright remarked that he was of the opinion if large houses on ALR land are allowed, it causes residential housing development in the ALR instead of in urban neighbourhoods.

Davi Boyal, 6620 No. 6 Road, commented that he had recently purchased farm property that was under-utilized and remarked that he was of the opinion that large residential dwellings for family to be able to farm the land should be permitted.

Michelle Li, Richmond resident, distributed a report regarding ALR residential development in the City of Richmond and land economics assessment written to the City from Richard Wozny in 2017 (copy on file, City Clerk's Office.) Ms. Li expressed concern regarding speculation of farmland and real estate sales and expressed support for limiting house size on the ALR to the maximum allowable on residential City lots.

Brad Doré, 9051 Blundell Road, offered comments regarding the design process for developments in Richmond and noted that the use of design guidelines by Vancouver allow development to fit into specified environments based on zoning. He further remarked that he was of the opinion that having design guidelines in Richmond would be beneficial.

In response to questions from Committee regarding the previous delegation's comments, Mr. Craig advised that in order for the City to have any form and character review of single-family development, a development permit area would be required. He further advised that the guidelines referenced by Mr. Doré are a part of the *Vancouver Charter*, and not applicable to other municipalities.

Roland Hoegler, 6560 No. 4 Road, expressed concern over the proposed limitations on house size on agriculturally zoned properties and the impact to farmers and property value.

## General Purposes Committee

### Tuesday, November 6, 2018

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George Pope, 8280 No. 2 Road, offered comments regarding the taxation of agriculturally developed land and noted that he was of the opinion that agricultural development for taxations purposes should be further defined.

In response to comments from the previous delegation, the Chair advised that taxation and rules of assessment are under provincial authority.

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

It was moved and seconded

- (1) *That staff be directed to prepare a bylaw that limits residential development on lots 0.2 ha (0.5 acres) or larger in the Agriculture (AG1) zone, in accordance with Option 1 presented in Table 1 of the staff report titled "Agriculturally Zoned Land: Summary of Public Consultation on Limiting Residential Development in the AG1 Zone for Properties that are 0.2 ha (0.5 acres) or Larger" dated March 13, 2018 from the Manager, Policy Planning, and specifically in accordance with the following provisions:*
  - (a) *a maximum house size of 500 m<sup>2</sup> (5,382 ft<sup>2</sup>);*
  - (b) *a maximum two storey building height;*
  - (c) *a maximum house footprint of 60% of the total floor area;*
  - (d) *a maximum farm home plate of 1000 m<sup>2</sup> (10,764 ft<sup>2</sup>); and*
  - (e) *requiring the septic field to be located within the farm home plate;*
- (2)
  - (a) *That staff be directed to prepare a bylaw to limit house size on RS1 zoned lots in the Agricultural Land Reserve to a maximum of 500 m<sup>2</sup> (5,382 ft<sup>2</sup>); and*
  - (b) *That staff be directed to prepare a bylaw that limits residential development on lots less than 0.2 ha (0.5 acres) in the Agriculture (AG1) zone in accordance with the following provisions:*
    - (i) *a maximum two storey building height;*
    - (ii) *a maximum house footprint of 60% of the total floor area; and*
    - (iii) *requiring the septic field to be located within the farm home plate;*
- (3) *That the aforementioned bylaws be brought forward to the November 13, 2018 Regular Open Council agenda for Council consideration;*



## General Purposes Committee

Tuesday, November 6, 2018

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- (4) *Whereas Section 463 of the Local Government Act allows the withholding of building permits that conflict with bylaws in preparation; and*

*Whereas Council has directed staff to prepare bylaws further limiting residential development in the Agricultural Land Reserve:*

*Therefore be it resolved that staff bring forward all building permit applications for residential development on lots located within the Agricultural Land Reserve, received more than 7 days after the passage of this resolution, to determine whether such applications are in conflict with the proposed bylaws to limit residential development for properties in the Agricultural Land Reserve.*

The question on the motion was not called as in further response to Committee's queries staff advised that (i) the footprint regulation could be crafted as a maximum 60% of the maximum floor area for a bungalow which would allow for a 3300 square foot single-storey house or 60% of the maximum proposed floor area (500m<sup>2</sup>), and (ii) the process for applying for a variance for a larger home is outlined in the Official Community Plan (OCP) and that staff could provide further clarifications on the process.

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

## FINANCE AND CORPORATE SERVICES DIVISION

### 7. **2019 COUNCIL MEETING SCHEDULE**

(File Ref. No. 01-0105-01) (REDMS No. 5927023 v. 2)

The Chair noted a correction to Part 1(a) of the staff recommendation and advised that the second August date of the Regular Council meeting is August 26.

It was moved and seconded

*That the 2019 Council and Committee meeting schedule as shown in Attachment 1 to the staff report dated October 18, 2018, from the Director, City Clerk's Office, be approved with 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 12, August 26, and December 23, 2019 be cancelled; and*
- (2) *That the August 19, 2019 Public Hearing be rescheduled to September 3, 2019 at 7:00p.m. in the Council Chambers at Richmond City Hall.*

**CARRIED**

**General Purposes Committee**  
**Tuesday, November 6, 2018**

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**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (5:09 p.m.).*

**CARRIED**

Certified a true and correct copy of the  
Minutes of the meeting of the General  
Purposes Committee of the Council of the  
City of Richmond held on Tuesday,  
November 6, 2018.

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Mayor Malcolm D. Brodie  
Chair

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Amanda Welby  
Legislative Services Coordinator



## Planning Committee

Date: Wednesday, November 7, 2018

Place: Anderson Room  
Richmond City Hall

Present: Councillor Linda McPhail, Chair  
Councillor Bill McNulty  
Councillor Carol Day  
Councillor Alexa Loo  
Councillor Harold Steves

Also Present: Councillor Michael Wolfe

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 October 16, 2018, be adopted as circulated.*

**CARRIED**

### NEXT COMMITTEE MEETING DATE

November 20, 2018, (tentative date) at 4:00 p.m. in the Anderson Room

### COMMUNITY SERVICES DIVISION

1. **CHILD CARE DEVELOPMENT ADVISORY COMMITTEE - TERMS OF REFERENCE UPDATE**

(File Ref. No. 07-3070-01) (REDMS No. 5867155 v. 6)

It was suggested that proposed revisions be noted in the Terms of Reference Update.

**Planning Committee**  
**Wednesday, November 7, 2018**

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Committee commended the Child Care Development Advisory Committee for their work in the community.

It was moved and seconded

*That the proposed updated Child Care Development Advisory Committee (CCDAC) Terms of Reference be endorsed as presented in the staff report titled "Child Care Development Advisory Committee – Terms of Reference Update," dated October 16, 2018 from the Manager, Community Social Development.*

**CARRIED**

## PLANNING AND DEVELOPMENT DIVISION

2. **APPLICATION BY CHRISTOPHER BOZYK ARCHITECTS FOR A ZONING TEXT AMENDMENT TO THE "VEHICLE SALES (CV)" ZONE TO INCREASE THE FLOOR AREA RATIO TO 0.82 AT 13100 SMALLWOOD PLACE**

(File Ref. No. 12-8062-20-009948; ZT 18-818765) (REDMS No. 5990457 v. 2)

David Brownlee, Planner 2, reviewed the application, noting that two additional levels of vehicle parking are proposed over the dealership building and that the Richmond Auto Mall Association has expressed support for the proposed project.

Discussion ensued with regard to the densification of industrial lands.

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9948, for a Zoning Text Amendment to the "Vehicle Sales (CV)" zone to increase the Floor Area Ratio to 0.82 at 13100 Smallwood Place, be introduced and given first reading.*

**CARRIED**

3. **STEVESTON VILLAGE HERITAGE CONSERVATION GRANT PROGRAM UPDATE**

(File Ref. No. 08-4200-08) (REDMS No. 5973969 v. 4)

Barry Konkin, Manager, Policy Planning, reviewed the Steveston Village Heritage Conservation Grant Program and spoke on initiating the grant issuance process.

Staff noted that the Steveston Village Heritage Conservation Area Resources and Modified 1892 Historic Lot Lines Map, included as Attachment 1 of the staff report, can be updated to clearly indicate the locations of the heritage sites.

**Planning Committee**  
**Wednesday, November 7, 2018**

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It was moved and seconded

- (1) *That the staff report titled "Steveston Village Heritage Conservation Grant Program Update" dated October 18, 2018 be received for information; and*
- (2) *That the updated Steveston Village Heritage Conservation Grant Program be approved.*

**CARRIED**

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (4:09 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 Wednesday, November 7, 2018.

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Councillor Linda McPhail  
Chair

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Evangel Biason  
Legislative Services Coordinator





# City of Richmond

## Report to Committee

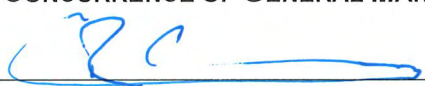

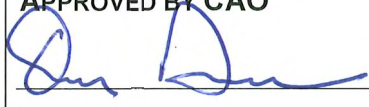
**To:** General Purposes Committee  
**From:** John Irving, P.Eng, MPA  
Director, Engineering  
**Date:** October 3, 2018  
**File:** 10-6175-02-01/2018-  
Vol 01  
**Re:** **Feedback on the Organic Matter Recycling Regulation (OMRR) Intentions  
Paper 2018**

### Staff Recommendation

That the comments in the report titled "Feedback on the Organic Matter Recycling Regulation (OMRR) Intentions Paper 2018" from the Senior Manager, Sustainability and District Energy, dated October 3, 2018 be forwarded to the BC Minister of Environment and Climate Change Strategy.



John Irving, P.Eng, MPA  
Director, Engineering  
(604-276-4140)

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

## Staff Report

### Origin

The BC Minister of Environment and Climate Change Strategy (the Ministry) will be revising the Organic Matter Recycling Regulation made under the *Environmental Management Act* and the *Public Health Act*. On September 7th, 2018, the Ministry released an Intentions Paper referred to as the “*Organic Matter Recycling Regulation Policy Intentions Paper*” detailing the Ministry’s objectives and the proposed changes to the current *Organic Matter Recycling Regulation* (OMRR). The Ministry is seeking feedback on items detailed in the Intentions Paper on the proposed revisions from all interested parties, including First Nations, local governments, stakeholders and the public. The Ministry expects to amend and implement the revised regulation in 2019.

This report summarizes staff comments on the Intentions Papers concerning key regulatory actions that can be undertaken to support the City’s objective to eliminate odours from composting facilities in Richmond and Metro Vancouver.

This report supports Council’s 2014-2018 Term Goal #6 Quality Infrastructure Networks:

*Continue diligence towards the development of infrastructure networks that are safe, sustainable, and address the challenges associated with aging systems, population growth, and environmental impact.*

*6.1. Safe and sustainable infrastructure.*

### Background

As part of its active involvement in addressing odour issues from composting operations in Richmond, the City of Richmond wrote to the Ministry requesting that new or amended legislation be introduced regionally and provincially to address odours from composting facilities. The province has recognized that greater emphasis on sound operating protocols for composting facilities is needed, and has moved to make changes to OMRR.

British Columbia does not have a province-wide regulation specific to odour. Odorous air contaminants may be regulated under various regulations and codes or site-specific authorizations such as permits. Current provincial regulations include the *Environmental Management Act* (EMA), the OMRR and the *Waste Discharge Regulation* (WDR), which are the principal pieces of legislation for air quality in BC. Enacted in 2002, OMRR governs the construction and operation of composting facilities and the production, distribution, sale, storage, use, and land application of biosolids and compost. Currently, the OMRR sets conditions to facilitate the recycling of organic material, but does not include specific air quality criteria for waste management or composting facility operations.

The current OMRR does not include definitions of odour or air contaminants. In Part 5 of the OMRR “Composting Facility Requirements,” there are general requirements which include performance and emission criteria for composting facilities. OMRR section 24, paragraph 2.d states that plans and specifications must include “an odour management plan which stipulates how air contaminants from the composting facility will be discharged in a manner that does not cause pollution.” However, there are no specific outcome-based requirements or criteria for odour management as it relates to nuisance levels of odours that can negatively impact communities.

From 2005 through to 2017, the Province undertook reviews of the OMRR and issued Intentions Papers (2006, 2011, 2016) with the intention of amending the OMRR to include criteria for odour management. The amendments within OMRR have not included any standards or criteria for odour. To date the Province still has not directly regulated odour with clear criteria and standards.

On April 6<sup>th</sup>, 2018, Council endorsed a staff recommendation to send a letter to the Ministry requesting that:

- The definition of odour as an air contaminant be included in the *Environmental Management Act* and in the *Organic Matter Recycling Regulation*;
- The *Organic Matter Recycling Regulation* includes a specific Odour Management Regulation establishing criteria and standards with clear limits in terms of concentration and frequency for odorant emissions from composting facilities and defines performance criteria for composting facility operations;
- That specific standards for how odours shall be monitored, managed, treated, and discharged in a manner that minimizes the impacts associated with odorous air contaminants be included in the regulation.

On September 7<sup>th</sup>, 2018, the Ministry issued an Intentions Paper detailing the Ministry’s objectives, and proposed changes to the current OMRR. The amendments in the OMRR were reviewed in a webinar delivered by the Ministry on October 2, 2018. Comments regarding the proposed intentions of the Ministry will be considered in the development of the proposed amendments.

## Analysis

An overview of the Intentions Paper including a summary of staff feedback is provided below.

### 1. Composting Threshold Feedstock

At present, requirements for composting facilities are set based on either design production capacity or annual production capacity, both being measures of the amount of finished compost produced (measured in dry weight) and corresponding facility size.

The Province proposes that composting facility authorization (registration instead of notification) and planning requirements would be set based on the total annual mass of wet tonnes of the intake feedstock per calendar year rather than the annual production capacity. Any facility receiving a total annual mass of 15,000 tonnes or greater (wet weight) of feedstock is proposed to be required to obtain a permit, approval or operational certificate. The new potential metric to categorize composting facilities will provide more clarity on the true plant capability to process organic

waste. This requirement expands the authorization of OMRR to focus on the operational process and facility performance.

## 2. Registration and Notification

The Ministry is proposing to support transparency of information under the regulation by introducing revisions that the requirement to “give notice of operation” would be replaced by a registration process for all composting facilities that do not currently require a permit, approval or operational certificate. The Ministry is proposing to require all plans, reports and specifications required under the OMRR, and any additional information requested by a Director be submitted as part of the registration process, including a sign off by a qualified professional.

To track biosolids growing medium (BGM) facilities, the Ministry is proposing to amend the definition of “discharger” in OMRR to include “an owner of a facility that produces BGM” to require a writing notice of operation be given by facilities using more than 5 m<sup>3</sup> of biosolids at a site per calendar year”. The Ministry is also proposing to clarify in the regulation that BGM may only be derived from certain materials.

## 3. Composting Facility Requirements

The Ministry is intending to address standards, practices and expectations of composting facilities through broadened facility planning requirements. The Ministry aims to consolidate requirements into the Facility Environmental Management Plan (FEMP) with the proposal that all composting facilities would be required to prepare an odour management plan, operating plan, and leachate management plan. Composting facilities receiving a total annual mass of 15,000 tonnes or greater (wet weight) of feedstock would also require an environmental impact study which would combine an odour management plan including odour modelling, odour impact assessment, a monitoring and maintenance plan, and a process for tracking and addressing odour complaints. In addition, all new facilities that process food waste or biosolids and which receive 15,000 tonnes or greater (wet weight) of feedstock per year may be required to compost in-vessel or contain facilities and operations within fully enclosed structures, including receiving, processing and storage. Within 10 years, all existing composting facilities would be required to do the same.

The Ministry states in the paper that as composting operations have the potential to produce objectionable odours, it is important that odour is managed effectively. Ministry guidance would be updated to address the odour management plan and odour modelling studies requirements. The Province also aims to include requirements for tracking and addressing odour complaints, and the submission of an annual monitoring and maintenance report. The facility environmental management plan would be required to be prepared by a qualified professional(s); and composting facility operators would be required to comply with the facility environmental management plan.

#### 4. Land Application

The Ministry is proposing that the requirement to give notice in writing would be replaced by a registration process for land application of managed organic matter. The registration would be in the name of both the generator of the managed organic matter as well as the registered owner of the land upon which the managed organic matter will be applied. Farm activities are not affected by this requirement.

#### **Summary Comments**

The proposed amendments represent positive progress toward improving overall operations of composting facilities while also helping to level the playing field for operators. The improvements are targeted at increasing accountability and odour mitigation. These changes will be beneficial to host communities as part of co-existing with composting facilities, which supports sound waste management practices. These higher performance standards would increase costs for managing composting materials but with overall community livability benefits.

The unique nature of odours and individual sensitivities are complicating factors when it comes to managing odours generated by facilities. Best practices for facility odour management are necessary. A complicating factor, however, relates to effective odour measurement techniques. The Intentions Paper does not include amendments to incorporate in the OMRR the definition of odour as an air contaminant, odour management criteria and standards with clear limits concerning concentration and frequency for composting odorant emissions. Further, OMRR does not define specific rules for how odours shall be monitored, managed, treated, and discharged in a manner that minimizes the impacts associated with odorous air contaminants. Guidelines in this regard are needed to remove the current subjectivity measures for operators as well as create acceptable public standards.

Suggested feedback to the Ministry on the proposed revisions includes:

- Addition of a definition of odour as an air contaminant be included in the Organic Matter Recycling Regulation;
- The Organic Matter Recycling Regulation include a specific criteria and standards for odour management plan establishing clear limits in terms of concentration and frequency for odorant emissions from composting facilities;
- The Organic Matter Recycling Regulation defines specific standards for how odours shall be monitored, managed, treated, and discharged in a manner that minimizes the impacts associated with odorous air contaminants.

With Council's endorsement the above comments will be sent to the Ministry.

#### **Financial Impact**

None.

## **Conclusion**

Managing odours is a crucial priority for the City as the number of odour complaints from the public has increased in recent years. The amendments identified in the Intentions Papers consolidate the regulation of organic matter recycling and composting facility management. Staff have identified a number of recommendations for the Ministry which would support the City's objective to eliminate odours from composting facilities in Richmond and Metro Vancouver.



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

MB:mb





# City of Richmond

## Report to Committee

**To:** General Purposes Committee

**Date:** October 16, 2018

**From:** John Irving, P.Eng. MPA  
Director, Engineering

**File:** 10-6125-30-007/Vol 01

**Re:** WesPac Tilbury Marine Jetty Project – Application Comments for the British Columbia Environmental Assessment Process

### Staff Recommendation

That the comments regarding the WesPac Tilbury Marine Project Environmental Assessment Application to the BC Environmental Assessment Office for the proposed Liquefied Natural Gas Birthing and Loading Facility identified in the “WesPac Tilbury Marine Jetty Project – Application Comments for the British Columbia Environmental Assessment Process” report dated October 16, 2018, from the Director, Engineering, be endorsed for submission to the BC Environmental Assessment Office.

John Irving, P.Eng. MPA  
Director, Engineering  
(604-276-4140)

Att. 2

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

## Staff Report

### Origin

During the Regular Council Meeting held on June 22, 2015 it was resolved that Richmond City Council requests a full federal Environmental Assessment and review of the Delta Liquefied Natural Gas project to consider:

1. Effects on dredging a deeper wider shipping channel;
2. Effects on diking;
3. Effects on the habitat of the estuary and the Fraser River fishery; and
4. Safety concerns, climate change and the industrialization of the Fraser River Estuary due to the cumulative effect of coal, jet fuel, LNG and possibly oil shipments on the Fraser River;

and that copies of the resolution be sent to neighboring municipalities, and local MPs and MLAs.

Staff acted accordingly since 2015 to present the City's concerns through participation in the Working Group and Council was subsequently updated through multiple memoranda.

Staff received a letter dated October 12, 2018 from Wespac Midstream – Vancouver LLC (WesPac) indicating that a copy of the the Environmental Assessment Certificate Application for its proposed WesPac Tilbury Marine Jetty Project (Project) was available for review by the City as part of the legislated 30-day screening period pursuant to the BC *Environmental Assessment Act*.

This report supports Council's 2014-2018 Term Goal #6 Quality Infrastructure Networks:

*Continue diligence towards the development of infrastructure networks that are safe, sustainable, and address the challenges associated with aging systems, population growth, and environmental impact.*

#### *6.1. Safe and sustainable infrastructure.*

The purpose of this report is to seek Council's endorsement of staff comments on the completeness of the application to be sent to the BC Environmental Assessment Office.

### Background

The Project is located in the South Arm of the Fraser River on Tilbury Island in the City of Delta (Attachment 1). Although the project has no operating footprint within the City of Richmond, the Project will increase shipping traffic in the South Arm of the Fraser River.

The Project will support the delivery of liquefied natural gas (LNG) to foreign markets supported by the recent expansion of a pre-existing FortisBC LNG Facility. The Project consists of the following components:

- Marine Jetty
- LNG Transfer System
- On shore LNG Pipeline Connecting Storage Tank and Jetty
- Closed-loop Boil Off Gas Management System
- Process Control and Power Supply Systems
- Fire Protection and Emergency Systems
- Project Access (access road and parking)

The Project requires a federal environmental assessment under the *Canadian Environmental Assessment Act* as the project is designed to receive vessels larger than 25,000 DWT (deadweight tonnes). The project also requires a provincial environmental assessment under BC's *Environmental Assessment Act* as the project exceeds the maximum dredging threshold of two (2) hectares. The Federal Minister of the Environment approved the BC Environmental Assessment Office (BC EAO) to lead a substituted assessment on behalf of the Canadian Environmental Assessment Agency.

Wespac Midstream – Vancouver LLC (WesPac) submitted a Project Description for the Project to the BC EAO and the Canadian Environmental Assessment Agency on April 30, 2015. Stakeholder consultation began in May 2014 with a series of public and governmental agency meetings undertaken by Wespac to introduce the Project. In addition, two open houses were led by the BC EAO to provide the public with opportunities to review and comment on the Project. These occurred in Delta on December 2, 2015 and in Richmond on December 3, 2015.

A draft Application Information Requirements document was submitted by WesPac to the BC EAO in 2015 and was approved on November 26, 2016. Canada's National Energy Board issued WesPac a licence to export natural gas from Canada on May 26, 2016. The licence permits WesPac to export a maximum annual volume of 4.76 billion cubic metres of natural gas and was issued for a 25-year term.

WesPac retained the services of a Qualified Environmental Professional to collect baseline data and prepare the Project's Environmental Assessment Certificate Application (Application). Baseline data was collected in 2015, 2017 and 2018 in anticipation of submitting the Application to the BC EAO in fall 2018.

## **Analysis**

The Project has been modified from a single berth to a tandem birth configuration since 2016 (Attachment 2). The modifications are proposed to allow for improvements to vessel transfer capacity, vessel approach routes and vessel departure routes and are not intended to increase traffic volume.

WesPac has circulated an Application to the BC EAO and the Working Group for review and comment, which initiated the legislated 30-day screening period that is anticipated to expire on November 16, 2018. The purpose of screening is to determine whether the Application contains the information outlined in the Application Information Requirements document in sufficient detail that BC EAO can undertake a more detailed review of the Application and conclude on the significance of potential adverse effects.

### Staff Comments

Staff assessed WesPac's Application for completeness based on the City's concerns and recommend the following comments be endorsed by Council to support the application screening period:

1. That the City's flood protection infrastructure (dikes and drainage pump stations) be included as a Valued Component, as changes in river processes may have a profound effect on the morphology of the river bed, and in turn the stability of the existing and future dikes;
2. That a liquefaction and geotechnical analysis be done to quantify the effects of dredging on the City's existing and future dikes;
3. That the cumulative effects of all modifications occurring in the Fraser River is quantified; and
4. That the Provincial requirements for Climate Change mitigation be included in the review.

### Next Steps

The BC EAO will collect all of the stakeholder information within 30 days to determine if WesPac's Application is complete. If the Application is deemed acceptable for review by the BC EAO, the Project will enter the legislated 180-day review stage of the BC *Environmental Assessment Act*. During this phase, the City will have the opportunity to review the technical information in greater detail and submit additional comments and/or information request regarding the Project to the BC EAO.

### **Financial Impact**

None.

### **Conclusion**

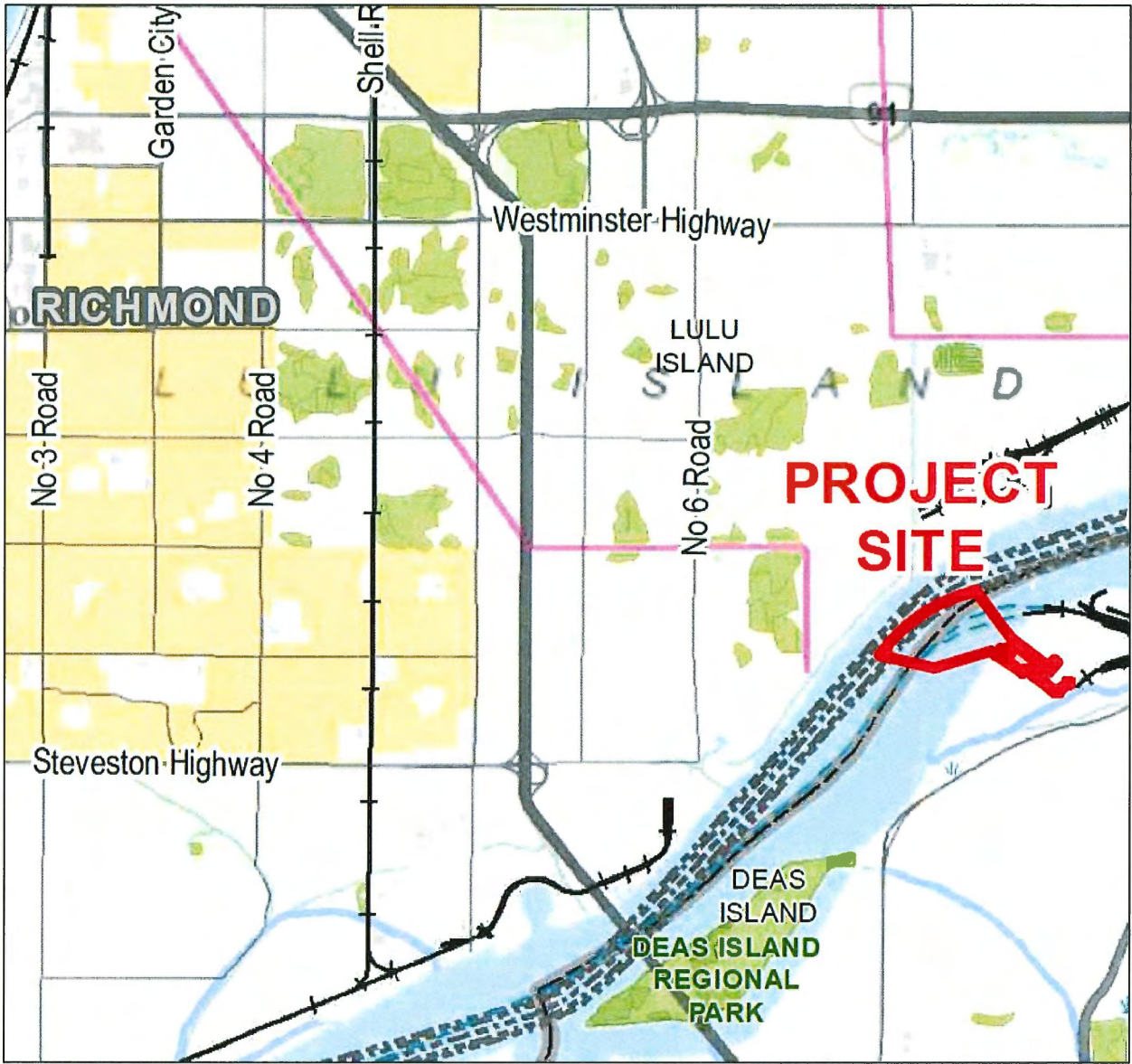
The BC EAO deadline for screening is November 16, 2018. Staff recommend that Council endorse the comments in this report for submission to the BC EAO.



Chad Paulin  
Manager, Environment  
(604-247-4672)

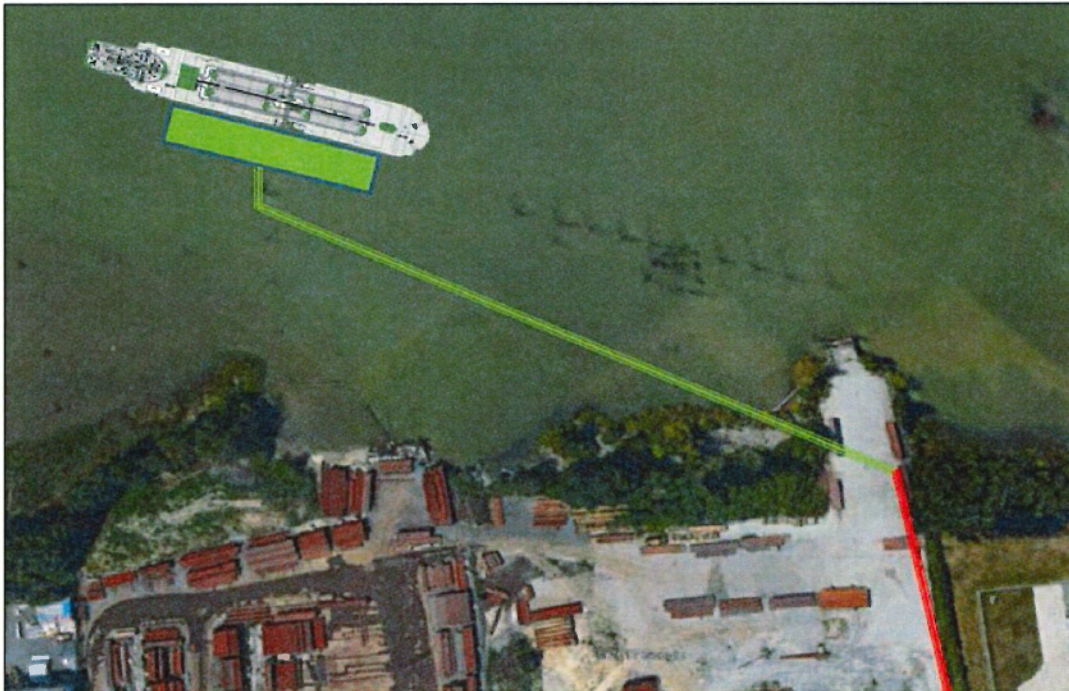
Att. 1: WesPac Tilbury Marine Jetty Project Map  
Att. 2: WesPac Tilbury Marine Jetty Project Configuration

**Attachment 1: WesPac Tilbury Marine Jetty Project Map**

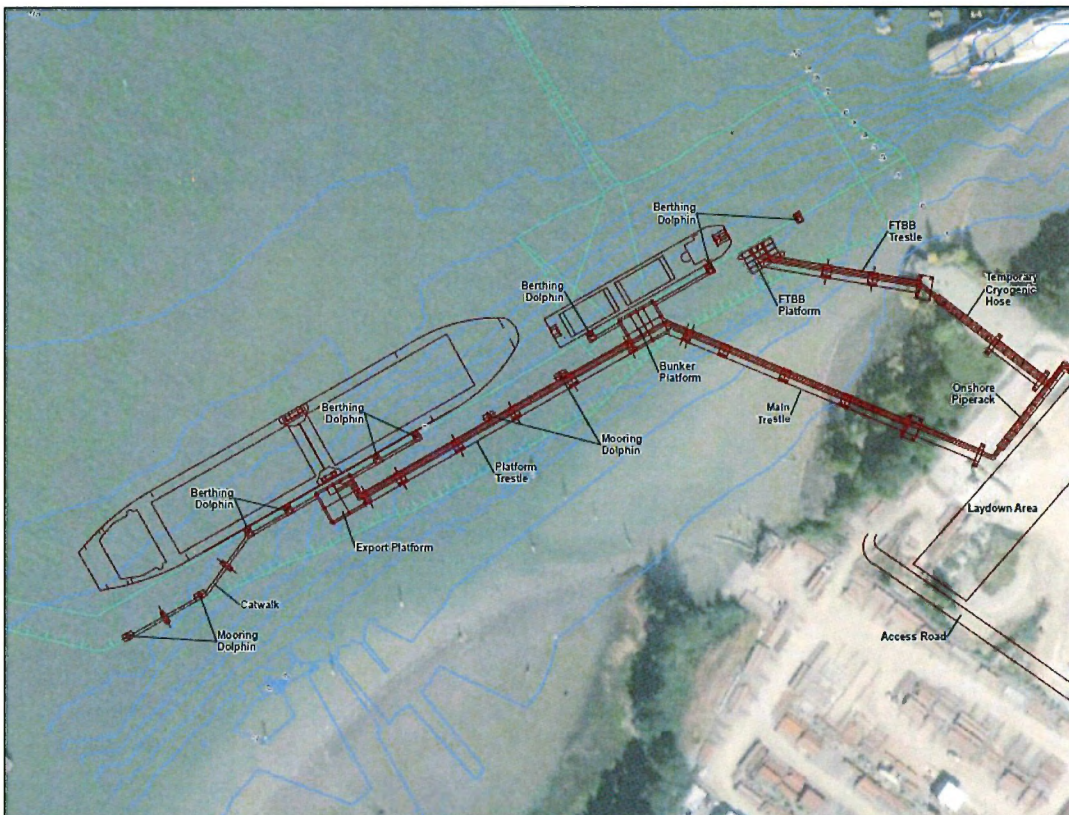




## Attachment 2: WesPac Tilbury Marine Jetty Project Configuration



Original Jetty design with one main berth



2018 Project design with two berths. One primary berth for large vessels and one for smaller vessels.





# City of Richmond

## Report to Committee

**To:** General Purposes Committee

**Date:** October 31, 2018


**From:** Victor Wei, P. Eng.  
Director, Transportation

**File:** 01-0154-04/2018-Vol  
01

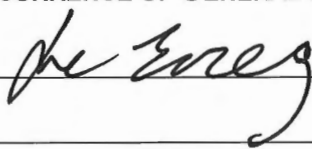

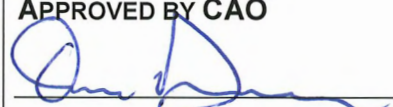
**Re:** Proposed Road Section to be Added to TransLink's Major Road Network

### Staff Recommendation

That the section of Cambie Road between No. 3 Road and No. 6 Road be added to TransLink's Major Road Network as described in the report titled "Proposed Road Section to be Added to TransLink's Major Road Network" dated October 31, 2018 from the Director, Transportation.

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

Att. 1

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Engineering Roads & Construction	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## Staff Report

### Origin

At the June 25, 2012 Council meeting, Council endorsed a number of road segments proposed to be added to TransLink's Major Road Network (MRN). This report seeks endorsement for an additional road segment, Cambie Road between No. 3 Road and No. 6 Road, proposed to be added to the MRN.

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

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

*3.3. Effective transportation and mobility networks.*

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

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

*5.2. Strengthened strategic partnerships that help advance City priorities.*

### Analysis

#### Expansion of MRN

Established in 1999, the MRN consists of approximately 600 road-km (2,300 lane-km) of arterial roads and bridges stretching across the region that carry the majority of the region's commuter, bus transit and truck traffic. While ownership of and operational responsibility for the MRN remains with each municipality, TransLink provides funding for the operations, maintenance and rehabilitation of the MRN, and shares in the cost of eligible capital improvements.

TransLink initiated a review of the management and funding of its Major Road Network (MRN) in 2010. One component of the package of changes, approved by the TransLink Board at its May 2012 meeting, was a process to increase the size of the MRN by up to 10% in lane-kilometres based on requests from member municipalities. At that time in June 2012, Council endorsed a number of road segments to be added to the MRN (see green lines in Attachment 1), which did not include Cambie Road between No. 3 Road and No. 6 Road.

Subsequently, Phase One of the Mayors' Vision 10-Year Investment Plan included a 10% expansion of the total MRN lane-km, which will result in approximately 237 lane-km of new MRN, to be selected through a performance-based evaluation process. Through working group sessions for this process over the past year, staff put forward an additional road segment in Richmond, Cambie Road between No. 3 Road and No. 6 Road, upon learning this segment would meet the updated eligibility criteria (see pink line in Attachment 1).

Vis-à-vis other municipalities, Richmond's proportion of the MRN expansion is greater than 10%, which reflects the relatively high level of regional significance and multi-modal activity on the proposed roadway segments including frequent bus service and truck traffic as well as general purpose traffic.

Richmond currently has 131 lane-km in the MRN and receives a total of \$2.73 million in annual maintenance-related funding payments from TransLink comprised of:

- Operation and Maintenance: \$12,025 per lane-km or \$1.58 million; and
- Rehabilitation: \$8,585 per lane-km or \$1.15 million.

The additional roadway segments in Richmond proposed to be added to the MRN total approximately 37.6 lane-km. On that basis, the City would be eligible for annual additional payments of approximately \$452,000 in operations and maintenance funding, and \$323,000 in rehabilitation funding for a total of \$775,000.

TransLink's approval process requires Council endorsement of the proposed road segments to be added to the MRN prior to TransLink staff presenting a report to the TransLink Board for approval of MRN expansion in December 2018.

### **Financial Impact**

None. Should any requested roadway sections be added to the MRN, the additional annual funding from TransLink, estimated at \$775,000, will be reflected in future operating budgets.

### **Conclusion**

TransLink intends to increase the size of the MRN by up to 10% in lane-kilometres. As part of the MRN evaluation process, an additional road segment in Richmond, Cambie Road between No. 3 Road and No. 6 Road, is eligible to be added to the MRN. To facilitate TransLink's approval process and secure annual funding to the City for the operations, maintenance and rehabilitation of the MRN, staff seek formal Council endorsement of the Cambie Road segment for inclusion in the MRN.



Joan Caravan  
Transportation Planner  
(604-276-4035)

JC:jc

Att. 1: Existing and Proposed MRN Roadway Sections in Richmond







# City of Richmond

## Report to Committee

**To:** General Purposes Committee

**Date:** August 29, 2018

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

**File:** 06-2050-/20-MP/Vol 01

**Re:** Minoru Place Activity Centre Program Options as Arts Education  
and Program Space

### Staff Recommendations

1. That the recommended option, Option 1: Community Arts Education and Program Space with Pottery and Culinary Arts Studio, be approved as the preferred program of the Minoru Place Activity Centre as detailed in the staff report titled "Minoru Place Activity Centre Program Options as Arts Education and Program Space," dated August 29, 2018, from the Director, Arts, Culture and Heritage.
2. That a Capital request be considered during the 2019 budget process.

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

Att. 6

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Finance Department	<input checked="" type="checkbox"/>	
Project Development	<input checked="" type="checkbox"/>	
Facility Services	<input checked="" type="checkbox"/>	
Sustainability	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
<b>REVIEWED BY SMT</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## Staff Report

### Origin

At the Council meeting of November 27, 2017, Council adopted the following recommendations and referral:

1. *That the recommended option, Option 1: Community Education and Arts Space, be approved as the preferred reuse of the Minoru Place Activity Centre as detailed in the staff report titled "Minoru Place Activity Centre Reuse Options," dated October 31, 2017, from the Interim Director, Parks and Recreation;*
2. *That the recommended option, Option 1: Community Education and Arts Space, be considered as part of the Minoru Park Vision Plan, as detailed in the staff report titled "Minoru Place Activity Centre Reuse Options," dated October 31, 2017, from the Interim Director, Parks and Recreation; and*
3. *That staff consider the financing for the use and restoration of the Minoru Place Activity Centre, the specific uses within community education and arts usage of the building, and accommodating other community groups with space needs.*

The purpose of this report is to propose programming and finance options for the restoration and repurposing of the Minoru Place Activity Centre in response to the above recommendations and referral.

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

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

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

2.4. *Vibrant arts, culture and heritage opportunities.*

This report supports Council's 2014-2018 Term Goal #4 Leadership in Sustainability:

*Continue advancement of the City's sustainability framework and initiatives to improve the short and long term livability of our City, and that maintain Richmond's position as a leader in sustainable programs, practices and innovations.*

4.1 *Continued implementation of the Sustainability Framework.*



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

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

5.2. *Strengthened strategic partnerships that help advance City priorities.*

This report supports Council's 2014-2018 Term Goal #6 Quality Infrastructure Networks:

*Continue diligence towards the development of infrastructure networks that are safe, sustainable, and address the challenges associated with aging systems, population growth, and environmental impact.*

6.1 *Safe and sustainable infrastructure.*

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

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

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

This report supports the goals of the Richmond Arts Strategy, Community Wellness Strategy, Youth Service Plan, Museum and Heritage Strategy, Seniors Service Plan, Community Services Facilities Strategic Plan and Minoru Park Vision Plan.

## **Background**

Since the Richmond Cultural Centre was opened in 1993, there has been no major capital investment for additional arts facilities. During this 25-year period, the City has experienced a 68% increase in population overall (with the highest percentage increase in the City Centre) and a significant shift in demographics. This has brought a commensurate increased need for (and higher expectations of) arts programs and spaces for arts activities.

Located in the Cultural Centre, the Arts Centre, which operates the City's arts education hub and the Media Lab, is also the home of eleven community organizations known as "resident art groups" who offer programs and activities for their members as well as the public. In recent years, while the Arts Centre has been challenged to meet community demand (particularly for dance and pottery programs) many of these community groups have reached the limits of their ability to meet demand for their activities, as they cannot find larger spaces, nor increase their access to existing spaces.

Last year, Council received more than 40 letters from members of the following organizations: Richmond Potters Club, Richmond Arts Coalition, Richmond Singers, Richmond Photo Club and Richmond Adult Ballet Company, attesting to the community need for additional spaces, and which in many cases must be purpose-built for specific activities; e.g., pottery requires dedicated

space with sinks, kilns and wheels as well as well-ventilated areas; a dance studio needs change rooms, warm-up area, mirrored walls and barres; a community art gallery must have open floor space, flat white walls and track lighting.

Moreover, like community centres, arts facilities play a key role in creating an inclusive, safe and accessible community. They help promote liveability and individual well-being by encouraging social inclusion through the provision of community spaces and affordable programs and services. They are key places for positive social interaction and creative expression that can transcend language, of particular importance to new immigrants and youth. The arts are integral to vibrant and healthy communities.

Based upon consultation with community cultural stakeholder groups, including the eleven Arts Centre resident art groups, regarding immediate space needs for community arts education, performance and presentation (see Attachment 1 – Community Groups Consultation), staff have prepared three detailed space plans with cost analyses for building upgrades and ongoing operations to occupy the Minoru Place Activity Centre for at least 10 years.

Given the condition of the building and its particular design, it is recommended that rather than committing to a substantial capital investment to upgrade the building for long-term use, the City invest in the upgrades as required to extend its use for up to 10 years. This approach presents the opportunity to address immediate space needs while planning for future facilities that will be more programmatically and operationally optimal and address future needs. Taking into consideration the above, the provided costing for the three programming options outlined herein, will reflect what is necessary to support programming for the next 10 years.

## **Analysis**

### **Building Construction Needs**

A detailed building analysis report was completed to assess the building for its potential to be repurposed. A team was retained to complete an assessment of the structural, mechanical, electrical, roof, building envelope and code compliance.

Minoru Place Activity Centre was built in 1986 and the mechanical and electrical systems of the building are mostly original and in need of replacement. Given the condition of the building, it is recommended that the City invest in the modest upgrades required to extend its use for up to 10 years. This includes mechanical (e.g., HVAC, plumbing), electrical (e.g., lighting, fire alarm, controls) and architectural (e.g., doors, flooring, fixtures, t-bar ceiling, finishes, windows, roofing) systems. With the exception of those required to reopen the building for arts program use, these upgrades would be done on an as-needed basis during the term of use.

### **Proposed Program**

Responding to identified community need, there are three proposed program options taking into account the building's size, configuration and condition, with the intention to maximize existing features (Attachment 2 – Current Floor Plan) to reduce building costs, enable programming synergies and find appropriate operational efficiencies.

Proposed Base Program for All Three Reuse Options that respond to community need

Table 1 summarizes the base program options that have been considered for all options.

Current Space	Proposed Base Program - All Options
<i>Stage &amp; Gyms</i>	Dance Studios (2) with ancillary spaces
<i>Billiard Room or Kitchen/Cafeteria</i>	Pottery Studio
<i>Lounge 115</i>	Flex Lobby Space
<i>Multipurpose 125</i>	Museum Programs/Multipurpose Room
<i>Workshop</i>	Workshop/Multipurpose Room
<i>Office/Reception</i>	Reception and Administration

**Table 1 – Program base for all options**

All three proposed options include the following base program and amenities.

**1. Two Dance Studios.** Two self-contained dance studios would have adjacent change rooms for all genders, a warm-up area, storage space and access to washrooms. The walls would be soundproof to enable concurrent programs that require music.

In 2017, the Richmond Arts Centre had 225 waitlisted participants for Dance and Performing Arts programs. With two new dance studios, the Arts Centre can relieve waitlists, particularly for the School Year Dance Program, as well as ensure that both Arts Centre dance companies (Richmond Youth Dance and Richmond Adult Ballet) have their rehearsal space needs met and address the challenge of insufficient change rooms for all genders.

The dance studios could be shared with community performing arts organizations that are facing space challenges, such as the Richmond Reelers Scottish Country Dancing, Gateway Theatre and Richmond Delta Youth Orchestra.

These two new dance studios are expected to provide the following benefits:

- 240 registration spaces created annually
- Potential to expand and diversify dance program offerings
- Improved service to community groups
- Significantly improved customer service and operations with appropriate change room spaces and adjacent washrooms

**2. Pottery Studio.** This Pottery Studio would double the space currently provided for public pottery programs in Richmond. The space -- to be outfitted with 12 wheels, 2 kilns, and other specialized pottery equipment -- is proposed to be operated by the Richmond Potters Club to provide public programs, and the existing space in the Cultural Centre be operated by the Arts Centre. The Potters Club would be responsible for purchase, maintenance and renewal of all equipment, materials and supplies in the new studio and, as a Resident Art Group, receive

preferential rental rate to use this space. The two entities would work collaboratively to offer complementary programs and services to the general public.

Due to the nature of the art form (pottery requires both specialized equipment and extended time periods for the process of creation) and increased demand, both the Potters Club and Arts Centre have exceeded the capacity available through sharing a single studio. Increased demand in pottery is due to a range of factors including population growth and, among recent retirees and millennials alike, a resurgence in art forms that provide a respite from an increasingly fast-paced and digital world. Moreover, home studios are less feasible due to increased housing costs necessitating downsizing to smaller living spaces.

This conversion is expected to provide the following benefits:

- Increased opportunities for potters of all ages, with 170 new registration spaces created annually for children and adults
- address current waitlists, including over 100 for children's Ceramics classes at the Arts Centre and 45 for adult programs (operated by the Potters Club and promoted solely through word-of-mouth)
- increase programming opportunities in the Arts Centre to offer new, specialized courses for adults during daytime (school) hours

**3. Flex Lobby/Gathering Space.** This flex space offers a comfortable location for waiting caregivers and other community members and could also be booked free-of-charge for intimate, low-tech/no-tech performances and events. The existing recessed space immediately inside the bay window provides a natural staging area to install a low riser for performances; basic A/V equipment would be available to rent at a nominal cost for those wishing to host spoken word, music and other events in this new open public venue.

This conversion is expected to provide the following benefits:

- Improved service/comfort for community members
- Addition of a new venue for groups wishing to perform or gather for activities where the public is welcome to watch or participate such as knitting circles, literary readings, open mic events, etc.
- New exhibition space on walls for work by local artists

**4. Museum Programs/Multipurpose Room.** This space would include artefact cases, storage, and furniture appropriate for school programs. Because there is no dedicated space at the Richmond Museum, these programs currently require supplies to be carried to and from the Atrium space for each class. The demand for this activity continues to grow as demonstrated by a 20% increase in school programs last year. When not programmed by the Museum, it would be rented to accommodate programs, meetings and classes by community groups.

This conversion is expected to provide the following benefits:

- Increased and enhanced Museum education activities including curriculum-linked school programs, specialized spring break and summer programs, as well as public programs.
- Improved service to community groups.



**5. Workshop/Multipurpose Room.** This space would be maintained as a workshop for the construction of Museum, Arts Centre and Art Gallery exhibition set pieces that are currently being built in the loading bay of the Cultural Centre, where this creates challenging logistical issues to cordon off the area from other staff, delivery personnel and occasionally general public. When not in use for this purpose, the space could be used for community programs.

This conversion is expected to provide the following benefits:

- Increased and enhanced opportunities for programming by Arts Centre.
- Improved service to community groups.
- Improved working conditions.

**6. Office and Meeting space** to meet administrative needs.

### Three Reuse Options for Arts Education Facility Program

#### **OPTION 1 (Recommended)**

	Current Space	Proposed Program - Option 1	Benefits
BASE PROGRAM	Stage & Gyms	Dance Studios (2) with ancillary spaces	<ul style="list-style-type: none"> <li>• 240 dance registration spaces</li> <li>• 170 pottery registration spaces</li> <li>• 75 new youth media arts spaces</li> <li>• Significantly improved customer service for dance programs with appropriate change rooms and washrooms</li> <li>• Increased and improved service and spaces for community organizations</li> <li>• New small-scale performance/public gathering venue</li> <li>• New exhibition space for visual art</li> <li>• Expanded and diversified Arts Centre programs</li> </ul>
	Multipurpose 125	Museum Programs/Multipurpose Room	
	Workshop/	Workshop/Multipurpose Room	
	Billiard Room	Pottery Studio	
	Office/Reception	Reception and Administration	
	Lounge 115	Flex Lobby Space	
PLUS		Feature Art Wall	<ul style="list-style-type: none"> <li>• Increased and enhanced museum education activities</li> <li>• Improved working conditions</li> <li>• Innovative partnership with post-secondary education and First Nations</li> <li>• Improved healthy food options for public</li> <li>• Uses existing kitchen</li> </ul>
	Kitchen	Culinary Arts/Commissary Kitchen	
	Multipurpose 127/130	Media Arts Studio	
	Cafeteria	Multipurpose Room	

**Table 2 – Option 1**

In addition to the proposed base program described in table 2 above, this option includes the following (as per Attachment 3 – MPAC Option 1 Floor Plan):

**1. Culinary Arts/Commissary Kitchen.** The existing commercial kitchen provides an opportunity to work with Lelem (Seyem' Quantlen Business Group) to operate a teaching and commissary kitchen. Lelem has been in discussions with Trinity Western University to partner on a teaching certificate program in culinary arts, as well as with Kwantlen Polytechnic University sustainable foods program to use food grown in the Richmond Farm School. Lelem is also interested in partnering with both universities to complete research into traditional indigenous foods that can be grown and incorporated into Lelem's offerings.

Lelem currently operates the "coffee cart" space at the Cultural Centre and has been recently awarded the contract to provide food service to patrons of Watermania. When not in use for educational programs, the kitchen would be used to prepare fresh food for both locations to broaden the menu choices and eliminate the need to deliver food from Fort Langley where it is currently being prepared. Lelem would also be able to increase services to the Cultural Centre by providing a boxed lunch program for children's summer and spring break camp programs.

Lelem would cover the costs for any upgrades required for the kitchen and pay rent to the City for the use of the space.

This use of the kitchen space is expected to provide the following benefits:

- Innovative collaborative partnership of City, post-secondary education and First Nations sectors
- Improved food services for public and arts programs patrons, as well as Watermania
- Saves the cost of demolishing the kitchen and making good the space
- Healthy eating programs in support of the Community Wellness Strategy

**2. Media Arts Studio.** It is proposed that the Media Lab move from its small, narrow location in the Cultural Centre to this larger space with an open plan to better serve the growing demand for the youth programs. The larger space would provide approximately 50% higher room capacity. Given last year's 59% increase in participation and 77% increase in program revenue, it is evident that the current space will not be sufficient to meet community need over the next ten years.

The Media Arts Studio would also better serve community groups that specialize in media arts, namely the Cathay Photographic Society and Richmond Photo Club, who are currently using Cultural Centre spaces that are not well-suited for their activities.

The current Media Lab space in the Cultural Centre could be easily repurposed to provide much needed additional space for Museum and Heritage Services.

Moving the Media Lab to this building is expected to provide the following benefits:

- Increased opportunities for youth engagement, with 75 new spaces annually for drop-in and registered programs combined
- Increased opportunities for intergenerational programs by external partners



- Improved service to community groups: in particular, Cathay Photographic Society, Richmond Photo Club, Cinevolution Media Arts Society and Richmond Youth Media Program

**3. Multipurpose Program Room.** This space (next to the kitchen) would be for music, visual art and other arts education programs as well activities of community groups, such as Gateway Theatre and Richmond Delta Youth Orchestra. It would also provide occasional classroom space for the Culinary Arts program.

This conversion is expected to provide the following benefits:

- Improved service to Resident Art Groups and other community groups
- Increased Arts Centre programs

**4. Feature Art Wall.** A single free-standing wall at the back of the Flex Lobby/Gathering Space would offer an especially high profile exhibition space for local visual artists to display work on both sides.

## **OPTION 2**

	Current Space	Proposed Program - Option 2	Benefits
BASE PROGRAM	<i>Stage &amp; Gyms</i>	Dance Studios (2) with ancillary spaces	<ul style="list-style-type: none"> <li>• 240 dance registration spaces</li> <li>• 170 pottery registration spaces</li> <li>• 75 new youth media arts spaces</li> <li>• Significantly improved customer service for dance programs with appropriate change rooms and washrooms</li> <li>• Increased and improved service and spaces for community organizations</li> <li>• New small-scale performance/public gathering venue</li> <li>• New gallery for visual art</li> <li>• Expanded and diversified Arts Centre programs</li> <li>• Increased and enhanced museum education activities</li> <li>• Improved working conditions</li> </ul>
	<i>Lounge 115</i>	Flex Lobby Space	
	<i>Kitchen &amp; Cafeteria</i>	Pottery Studio	
	<i>Multipurpose 125</i>	Museum Programs/Multipurpose Room	
	<i>Workshop</i>	Workshop/Multipurpose Room	
	<i>Office/Reception</i>	Reception and Administration	
PLUS	<i>Billiard Room</i>	Community Art Gallery	
	<i>Multipurpose 127/130</i>	Media Arts Studio	

**Table 3 – Option 2**

In addition to the proposed Base Program described in table 3 above, this option includes the following (as per Attachment 4 – MPAC Option 2 Floor Plan):

**1. Community Art Gallery.** With additional white walls and exhibition-quality lighting, the City can address a long-standing demand from local visual artists for a space to show and sell their work in a professional gallery setting. This room is well-situated near the main entrance of the building and has large windows to provide high visibility to the artwork within.

This conversion is expected to provide the following benefits:

- provide a much-desired space for local artists to professionally exhibit and sell their work
- provide an exciting new arts space for residents and visitors to discover local talent

**2. Media Arts Studio.** As described in Option 1.

The Pottery Studio would be located in the kitchen and cafeteria space in this option.

This Option is not recommended as it incurs the cost to demolish the kitchen before refurbishing the space and significant additional annual operating costs for the gallery. While the Feature Art Wall in Option 1 does not fulfill community demand for a gallery, it does provide a new, high profile location to exhibit two-dimensional work to complement existing exhibition opportunities offered at community centres, City Hall galleries, Public Art columns and other programs.

### **OPTION 3**

	Current Space	Proposed Program - Option 3	Benefits
BASE PROGRAM	<i>Stage &amp; Gyms</i>	Dance Studios (2) with ancillary spaces	<ul style="list-style-type: none"> <li>• 240 dance registration spaces</li> <li>• 170 pottery registration spaces</li> <li>• Significantly improved customer service for dance programs with appropriate change rooms and washrooms</li> <li>• Increased and improved service and spaces for community organizations</li> <li>• New small-scale performance/public gathering venue</li> <li>• Expanded and diversified Arts Centre programs</li> <li>• Increased and enhanced museum education activities</li> <li>• Improved working conditions</li> <li>• Innovative partnership with post-secondary education and First Nations</li> <li>• Improved food services for public</li> <li>• Uses existing kitchen</li> </ul>
	<i>Lounge 115</i>	Flex Lobby Space	
	<i>Billiard Room</i>	Pottery Studio	
	<i>Multipurpose 125</i>	Museum Programs/Multipurpose Room	
	<i>Workshop</i>	Workshop/Multipurpose Room	
	<i>Office/Reception</i>	Reception and Administration	
PLUS	<i>Cafeteria</i>	Multipurpose Room	
	<i>Kitchen</i>	Culinary Arts/Commissary Kitchen	
	<i>Multipurpose 127/130</i>	Multipurpose Room	

**Table 4 – Option 3**



In addition to the proposed base program described in table 4 above, this option includes the following (as per Attachment 5 – MPAC Option 3 Floor Plan):

1. **Culinary Arts/Commissary Kitchen.** As described in Option 1.
2. **Two Multipurpose Program Rooms.** With benefits as described in Option 1.

This Option is not recommended because it will not meet the growing demand for Media Lab youth programs. This option also does not include a built-in stage for the lobby area, nor a feature art wall.

### Level of Service

Given the proximity of the Minoru Place Activity Centre to the existing Cultural Centre, the new arts education facility would be operated and managed by existing staff with additional support as follows:

1. Operation with efficiencies realized from the coordination and combined supervision of the two facilities;
2. Proposed core building operation staff would consist of one Regular Full Time (RFT) Recreation Facility Clerk, one Regular Part Time (RPT) Cultural Centre Attendant, two RFT Building Service Workers (one of which would be shared with Cultural Centre during the day). Additional Attendants and Building Service Workers would be hired on an Auxiliary basis.
3. Proposed programming staff would consist of two RFT Recreation Arts Leaders, plus one RPT Ceramics and Visual Arts Technician for Options 1 & 2. Option 2 would also require one additional RPT Preparator to operate the gallery.
4. Hours of operation, Monday to Friday 9:00 a.m. to 9:30 p.m.; Saturday and Sunday 10.00 a.m. to 5:00 p.m. (same as Cultural Centre)

Table 5 summarizes the required staffing levels for the proposed program options.

<b>Additional Staffing Levels</b>	<b>OPTION 1- Recommended</b>	<b>OPTION 2</b>	<b>OPTION 3</b>
Core Building Operation	<ul style="list-style-type: none"> <li>• One (1) RFT Facility Clerk</li> <li>• One (1) RPT Attendant</li> <li>• Two (2) Building Service Workers (one shared with Cultural Centre)</li> <li>• Plus Auxiliary</li> </ul>		
Programming	<ul style="list-style-type: none"> <li>• Two (2) RFT Arts Leaders</li> <li>• One (1) RPT Ceramics Technician</li> </ul>	<ul style="list-style-type: none"> <li>• Two (2) RFT Arts Leaders</li> <li>• One (1) RPT Ceramics Technician</li> <li>• One (1) RPT Preparator</li> </ul>	<ul style="list-style-type: none"> <li>• Two (2) RFT Arts Leaders</li> <li>• One (1) RPT Ceramics Technician</li> </ul>

**Table 5 – Staffing levels**

This additional Arts Education facility in the heart of the City contributes to the Minoru Park Vision Plan to establish an Arts and Culture District in the south east corner of Minoru Park. The facility is anticipated to provide a continuation of and enhancement to existing services provided across the plaza in the Richmond Cultural Centre, including programs offered by the Richmond Arts Centre, Richmond Museum and dozens of community cultural groups.

## **Parking**

As per the report dated October 31, 2017, based on preliminary assessment, this proposed reuse is estimated to generate the need for an additional 44 parking spaces based on the City's parking bylaw using the Indoor Recreation Classification.

In the short-term (before the existing Minoru Aquatic Centre is demolished) and on weekdays before 5pm, when parking demand is typically low, the additional parking requirement (44 stalls) can be accommodated by the existing parking stalls located on the south side of the existing Minoru Aquatic Centre site. These stalls are currently reserved for senior pass holders and will be made available to the general public upon opening of the Minoru Centre for Active Living at which time the parking reserved for seniors will be located closer to the new facility. During peak periods (on weekdays after 5pm and on weekends), parking at the City Hall Annex, which is currently reserved for staff during City Hall hours, can serve as an overflow parking site. Staff will develop and install signage at Minoru Park that clearly identifies the location and availability of the parking at the City Hall Annex.

After the Minoru Aquatic Centre is demolished, the site remediation works will include 13 additional parking stalls and green park space, which will provide an overall net gain of green space within Minoru Park. At this time, the parking at the City Hall Annex could continue to be used as an overflow parking site during peak periods on weekends and after 5pm on weekdays.

It is worth noting that options for the long-term use of the existing Minoru Aquatic Centre site is being considered as part of the Minoru Park Vision Plan which will be presented to Council in a separate report.

## **Financial Implications**

The November 20, 2017, report to General Purposes Committee identified the costs to repurpose the Minoru Place Activity Centre to a Community Arts and Education Space to be \$3.7M based on a preliminary estimate at which time the program was not detailed.

Table 6 below summarizes the estimated Arts Program-related building costs for the proposed options including direct costs (eg, construction and design), indirect costs (eg, project management, permits, insurance, etc.) and FF&E (Furniture, Fixtures and Equipment).

	<b>OPTION 1- Recommended</b>	<b>OPTION 2</b>	<b>OPTION 3</b>
Arts Program-Related *	\$2,511,000	\$2,553,000	\$2,464,000

\* estimates are in 2019 dollars.

**Table 6 – Estimated Arts Program-Related Building Costs**

As per a detailed building analysis report, to continue to occupy the building for the next 10 years, some internal and exterior building maintenance and repair would be required, regardless of the program needs. This work would be phased over the next 5-10 years as needed.

As part of the detailed design process and in accordance with the City's High Performance Building Policy, opportunities to increase energy use efficiency and reduce greenhouse gas (GHG) emissions through the replacement and upgrade of mechanical and lighting systems in the building will be maximized where possible. Reducing GHG emissions associated with building operations will help the City achieve its corporate building reduction target of 65% reduction by 2020 from 2007 levels. Some of the incremental costs for the high efficiency equipment could be offset by funding from available Fortis BC & BC Hydro incentive programs.

### Operating Budget Impact

The annual facility cost (regardless of programming) is \$109,400 for utilities, garbage collections, security, wi-fi, etc. This would be a new cost as the existing facilities budget for the Seniors Centre is transferred to that of the Minoru Centre for Active Living. The estimated service levels' cost to operate the building is \$368,000 which includes front desk/reception staff, supplies, janitorial services and copier lease. The annual programming costs options below include staff, registration, instructors, marketing, equipment maintenance and supplies.

Table 7 below summarizes the estimated Operating budget impact for the proposed options.

<b>Operating Budget Impact (OBI)</b>	<b>OPTION 1-recommended</b>	<b>OPTION 2</b>	<b>OPTION 3</b>
Facility	\$109,400	\$109,400	\$109,400
Operation	\$368,000	\$368,000	\$368,000
Programming	\$371,000	\$436,000*	\$371,000
<b><i>Total Estimated OBI</i></b>	<b><i>\$848,400</i></b>	<b><i>\$913,400</i></b>	<b><i>\$848,400</i></b>
<b>REVENUE</b>			
Registrations	\$475,000	\$459,000	\$475,000
Rentals	\$49,000	\$27,000	\$49,000
<b><i>Total Estimated Revenue</i></b>	<b><i>\$524,000</i></b>	<b><i>\$486,000</i></b>	<b><i>\$524,000</i></b>
<b>Total Estimated Net OBI</b>	<b>\$324,400</b>	<b>\$427,400</b>	<b>\$324,400</b>

**Table 7 – Operating Budget Impact**

\*For Option 2, the Art Gallery operating/programming model would be determined in consultation with community stakeholders; however, it would be expected to incur an operational cost estimated at \$65,000 annually, assuming that the Richmond Art Gallery absorbs much of the operations. This would include attendant staffing and/or volunteer coordination, installation and removal of exhibitions (including didactic panels, signs, plinths, painting, etc.),

marketing and publicity, special events/catering such as opening receptions and administration and coordination related to programming and/or booking of the space.

A summary of all three options regarding programming space use and financial implications is provided in Attachment 6.

### **Financial Impact**

Should Council approve the recommended Option 1, a capital submission for \$2,511,000 will be submitted for consideration in the 2019 Capital Budget process for detailed design and implementation to complete the work required for the reuse of the Minoru Place Activity Centre. Funds could be allocated from the developer-funded Leisure Facilities Development Reserve.

Funding for parking (addition of 13 stalls in the existing aquatic and senior parking lot) and landscape improvements for the Minoru Park Cultural Precinct was previously approved by Council in November 2017 as part of the 2018 capital budget for the amount of \$800,000.

The net operating budget impact is estimated at \$324,400 which would have a tax impact of approximately 0.12 per cent.

### **Conclusion**

The recommended option will renovate the Minoru Place Activity Centre building to benefit the maximum number of students and community arts groups, help to alleviate waiting lists for dance and pottery classes, provide programming space for the Richmond Museum and introduce a new culinary arts program operated through a partnership with Lelem (Seyem' Quantlen Business Group), Trinity Western University, and Kwantlen Polytechnic University.

Council recommended that Community Arts Education and Program space be the preferred reuse of the building. The overall demand from arts and culture community groups, including the Resident Art Groups that collectively represent over 640 members, is greater than the capacity of the space and well suited for co-location with Arts Centre programs. Revenue through rentals and complementary programming with these community partners would also augment revenue to offset the OBI. In addition, when available, many of the rooms would be accessible to other community groups not specifically identified in this report.

By converting the Minoru Place Activity Centre into a Community Arts Education Space, the City will address a number of immediate space needs and allow the City to plan for more suitable, purpose-built facilities to meet long term needs. Moreover, the addition of a new,



vibrant arts education and presentation facility will add vitality to the Arts and Culture district proposed in the Minoru Park Vision Plan.

A handwritten signature in black ink, appearing to read 'L. Jauk', with a stylized, cursive script.

Liesl G. Jauk, M.A.  
Manager, Arts Services  
(604-204-8672)

- Att. 1: Community Groups Consultation
- 2: MPAC – Current Plan
- 3: MPAC – Option 1 Plan
- 4: MPAC – Option 2 Plan
- 5: MPAC – Option 3 Plan
- 6: Summary of Options

**Attachment 1****2018 Resident Art Group Consultation**

Since the opening of the Richmond Cultural Centre in 1993, the City has hosted Resident Art Groups (previously called User Groups) that were instrumental to the creation of the facility. With decades of history in Richmond, the groups represent a wide range of local arts practice. In return for special rates, long-term regular bookings and services, the groups are expected to have over 60% Richmond membership, actively increase and diversify their membership and engage in public presentations of their work.

The 11 current Richmond Arts Centre Resident Art Groups are:

- Cathay Photographic Society (55 members)
- Richmond Artists Guild (70 members)
- Riverside Art Circle (34 members)
- Richmond Chinese Artist Club (78 members)
- Richmond Chinese Calligraphy and Painting Club (78 members)
- Richmond Potters Club (65 members)
- Richmond Gem and Mineral Society (106 members)
- Richmond Reelers Scottish Country Dancers (30 members)
- Richmond Weavers and Spinners Guild (30 members)
- Textile Artist Guild of Richmond (38 members)
- Richmond Photo Club (61 members)

Staff and Resident Arts Group representatives have been working together for several years balancing the increasing demand on space and time at the Richmond Arts Centre. Membership and activities among these groups have significantly increased, particularly in recent years.

Through a combination of discussions at bi-annual Resident Art Group meetings, one-on-one conversations and a recent survey, it is evident that groups are anxious about their future while they understanding the need to adapt to increased demands for space. The prospect of Minoru Place Activity Centre becoming an arts space is unanimously regarded as a welcome, albeit temporary, solution to current challenges.

Based on feedback received, 100% of the Resident Art groups believe that having more space would:

- allow for more medium and long-term planning,
- reduce worry about increased competition for studio time at the Arts Centre,
- provide space to increase the number of community members served, and
- increase their ability to offer more programs and community engagement.

Four of these groups (Richmond Artists Guild, Riverside Art Circle, Richmond Photo Club and Richmond Potters Club) identified more space and time as an *immediate* priority as their membership has outgrown the current time and room capacity that is available to them.

In addition to the Resident Art Groups, staff have identified other community arts organizations with similar space concerns, including the following:

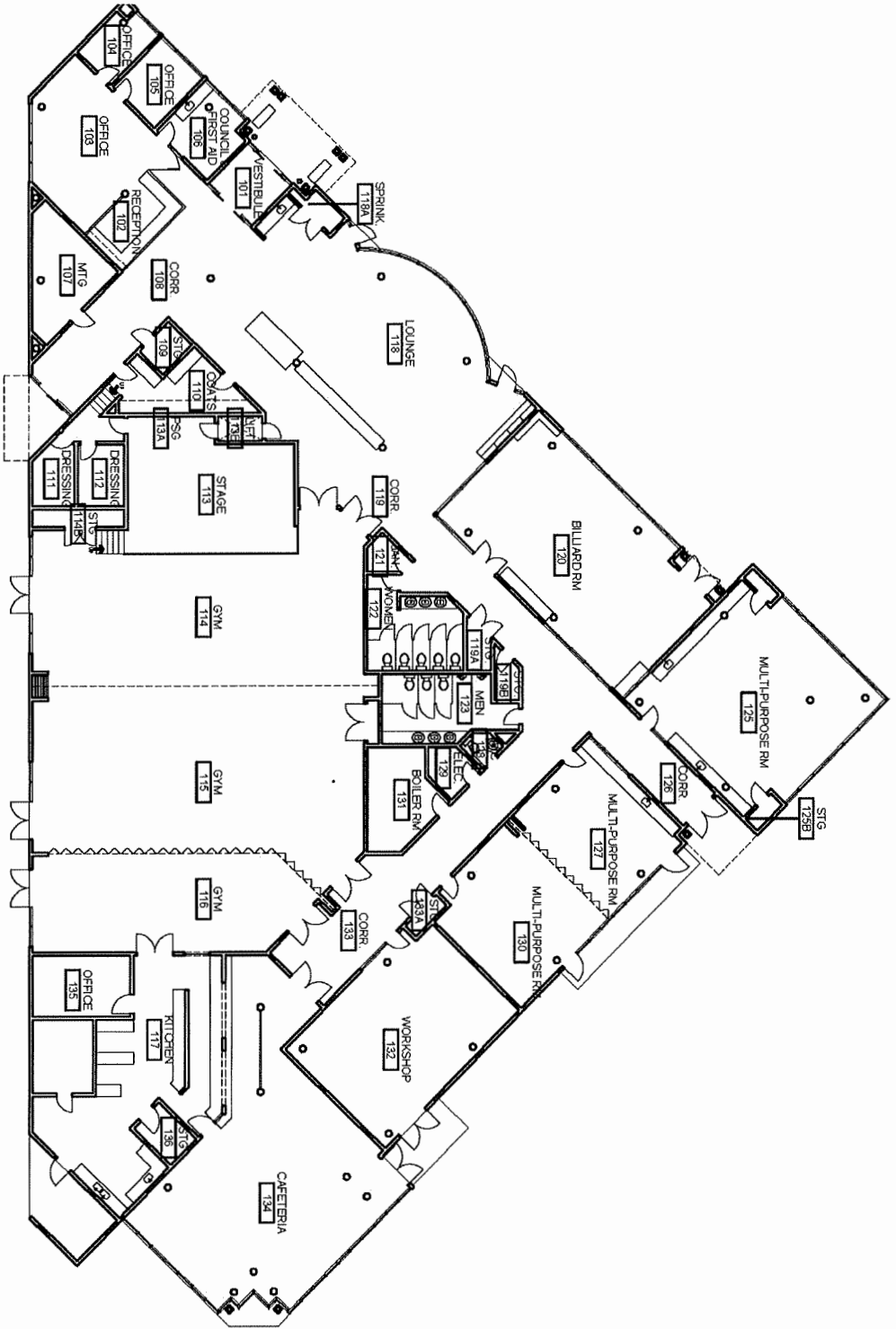
- Richmond Delta Youth Orchestra is in need of additional space for orchestra rehearsals and children/youth music classes.
- Gateway Theatre is in need of additional space for theatre rehearsals and workshops as well as classes for the Gateway Academy.

With the exception of classroom space for the Gateway Academy, it is anticipated that some of the needs of these groups can be met with new space in the Minoru Place Activity Centre.

On a regular basis, the City's Arts Services programs also partner with many other arts and non-arts community organizations and local enterprises that will benefit with increased space and/or programs made possible with the proposed reuse of the Minoru Place Activity Centre. These include:

- Richmond Addiction Services
- Vancouver Coastal Health
- Pathways
- Byte Camp
- Visual Math
- Art About Finn Slough
- City Centre Community Centre
- Richmond Public Library
- Vancouver Cantonese Opera
- SD38

Minoru Place Activity Centre  
Current Plan



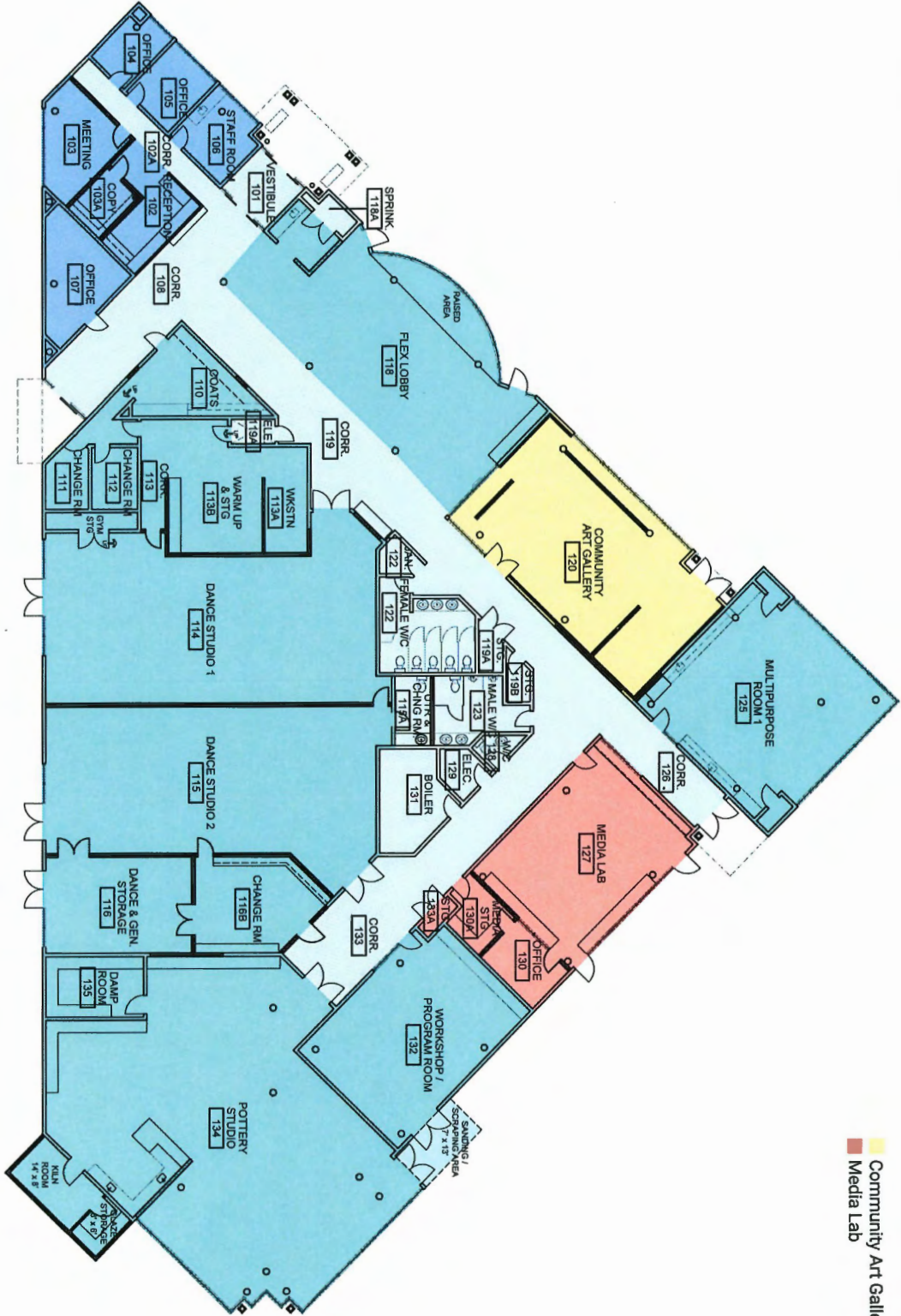
Attachment 3  
Program Option 1



LEGEND

- Circulation, washrooms & service space
- Admin space
- Program Space (the same on each plan)
- Multipurpose Room
- Culinary Arts Kitchen
- Media Lab

Attachment 4  
Program Option 2



LEGEND

- Circulation, washrooms & service space
- Admin space
- Program Space (the same on each plan)
- Community Art Gallery
- Media Lab



Attachment 5  
Program Option 3



LEGEND

- Circulation, washrooms & service space
- Admin space
- Program Space (the same on each plan)
- Multipurpose Room
- Culinary Arts Kitchen

**SUMMARY OF OPTIONS****Attachment 6**

Current Space	<b>Option 1- Recommended</b>	<b>Option 2</b>	<b>Option 3</b>
<i>Stage &amp; Gyms</i>	Dance Studios (2) with ancillary spaces	Dance Studios (2) with ancillary spaces	Dance Studios (2) with ancillary spaces
<i>Lounge 115</i>	Flex Lobby Space Feature Art Wall	Flex Lobby Space	Flex Lobby Space
<i>Multipurpose 125</i>	Museum Programs / Multipurpose Room	Museum Programs / Multipurpose Room	Museum Programs / Multipurpose Room
<i>Workshop</i>	Workshop / Multipurpose Room	Workshop / Multipurpose Room	Workshop / Multipurpose Room
<i>Office/Reception</i>	Reception and Administration	Reception and Administration	Reception and Administration
<i>Billiard Room</i>	Pottery Studio	Community Art Gallery	Pottery Studio
<i>Cafeteria</i>	Multipurpose Room	Pottery Studio	Multipurpose Room
<i>Kitchen</i>	Culinary Arts / Commissary Kitchen		Culinary Arts / Commissary Kitchen
<i>Multipurpose 127/130</i>	Media Arts Studio	Media Arts Studio	Multipurpose Room
CAPITAL COST	\$2,511,000	\$2,553,000	\$2,464,000
TOTAL NET OBI	\$324,400	\$427,400	\$324,400



# City of Richmond

## Report to Committee

**To:** General Purposes Committee  
**From:** David Weber  
Director, City Clerk's Office

**Date:** October 18, 2018  
**File:** 01-0105-01

**Re:** 2019 Council and Committee Meeting Schedule



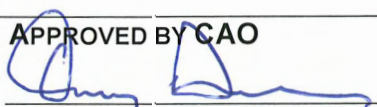
### Staff Recommendation

That the 2019 Council and Committee meeting schedule as shown in Attachment 1 to the staff report dated October 18, 2018, from the Director, City Clerk's Office, be approved with 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 12, August 28, and December 23, 2019 be cancelled; and
2. That the August 19, 2019 Public Hearing be rescheduled to September 3, 2019 at 7:00 p.m. in the Council Chambers at Richmond City Hall.

David Weber  
Director, City Clerk's Office

Att. 2

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	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 2019 Council meeting schedule is being presented at this time to provide certainty and advance notice of Council's regular meeting schedule.

### Analysis

#### Option 1 – August Meeting Break and December Holiday Season (RECOMMENDED)

It has been the City's usual practice to observe a meeting break in August and to close City Hall during the December holiday season. In 2019, City Hall will be closed on Wednesday, December 25 and will re-open on Thursday, January 2, 2020. In accordance with the Council Procedure Bylaw No. 7560, Council resolutions are required for any changes to the prescribed Council meeting schedule. Therefore, in order to accommodate an August meeting break and December Holiday Season, it is recommended that the Regular Council meetings (open and closed) of August 12 and 26, 2019 and December 23, 2019 be cancelled.

Changes to the Committee meeting dates may also be altered at the discretion of the Chair as circumstances arise closer to the dates of the meetings and do not require a Council resolution. Staff are proposing a few changes to the Committee schedule. Following the 2018 December city hall closure, City Hall will re-open on Tuesday, January 2, 2019 and normally the General Purposes and Finance Committees would fall on Monday, January 7, 2019 and the Planning Committee on Tuesday, January 8, 2019. Staff propose that the schedule for these three committees be adjusted by two days, with the General Purposes and Finance Committees meeting on Wednesday, January 9<sup>th</sup> and the Planning Committee proceeding on Thursday, January 10, 2019.

A further change that staff propose to the Committee schedule is a change to the Parks, Recreation and Cultural Services Committee (PRCS) meeting that would normally fall on July 23, 2019, the day after the last Council meeting before the August meeting break. In order for Council to consider any recommendations from this meeting at the Regular Council meeting of July 22, 2019, it is proposed that the PRCS meeting be moved to the previous week, following the Public Works and Transportation Committee on Wednesday, July 17, 2019.

With regard to the August Public Hearing, in keeping with past practice, staff propose that it be rescheduled from August 19, 2019 to September 3, 2019. This change to the Public Hearing schedule minimizes the delay, due to the August 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.

Accordingly, adjustments to the meeting schedule are proposed to:

- cancel the open and closed Regular Council meetings of August 12 and 26, 2019 and the Committee meetings associated to those Council meeting cycles;
- reschedule the August 19, 2019 Public Hearing to September 3, 2019;
- cancel the open and closed Regular Council meetings that would otherwise fall during the 2019 December holiday season (on December 23, 2019) and, instead, plan to hold a

Special Council meeting in conjunction with 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;

- schedule the first cycle of committee meetings in January 2019 to commence on Wednesday, January 9, 2019 with the General Purposes and Finance Committees, and with the Planning Committee being scheduled for Thursday, January 10<sup>th</sup>; and
- schedule the July Parks, Recreation and Cultural Services Committee (PRCS) meeting for Wednesday, July 17, 2019, following the Public Works and Transportation Committee and the December PRCS meeting for December 18, 2019 so that Council may consider any recommendations from the PRCS meetings at the last Regular Council meeting before the August break on July 22, 2019 and at the December 18, 2019 Special Council “wrap-up” meeting respectively.

A draft meeting schedule for Option 1 is presented in Attachment 1, which incorporates adjustments for the August meeting break and the December holiday season City Hall closure.

Option 2 – Includes all adjustments under Option 1 **PLUS** a change to accommodate the Union of BC Municipalities (UBCM) convention

In 2016, Council first considered whether changes to the meeting schedule would be made to accommodate attendance at the FCM or UBCM Conventions and the direction given was that the circumstances be considered each year.

No schedule change would be necessary to accommodate the FCM convention as the 2019 convention (May 30 - June 2) does not conflict with any usual meeting days.

The UBCM convention is scheduled for September 23 - 27, 2019 in Vancouver and if the meeting schedule were to be adjusted to accommodate the convention, staff propose that the Parks, Recreation and Cultural Services Committee meeting be rescheduled to the previous Tuesday (September 17, 2019) and held immediately following the Planning Committee meeting. In addition, a Special Council meeting could be called on September 18, 2019 to deal with any matters arising from Committee during that week. This would allow for the cancellation of the Regular Council meeting (open and closed) that would otherwise fall on September 23, 2019. These adjustments would avoid a scheduling conflict for those wishing to attend the UBCM convention.

A draft meeting schedule for Option 2 is presented in Attachment 2, which incorporates adjustments for:

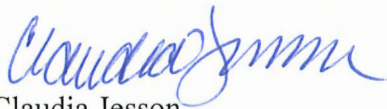
- the August meeting break;
- the December holiday season City Hall closure; and
- the UBCM convention.

**Financial Impact**

None.

## Conclusion

It is recommended that the 2019 Council and Committee meeting schedule be approved as shown in Attachment 1 (Option 1), 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. Likewise, Council and Committee may make adjustments to the meeting schedule through the year as circumstances may necessitate. The approval of the meeting schedule at this time provides Council and the public with certainty and advance notice of the meeting schedule.



Claudia Jesson  
Manager, Legislative Services, City Clerk's Office

- Att. 1: Option 1 - Proposed 2018 Council and Committee Meeting Schedule (**Recommended**)
- Att. 2: Option 2 - Proposed 2018 Council and Committee Meeting Schedule with UBCM & FCM Adjustments



# 2019 MEETING SCHEDULE

OPTION 1  
(Recommended)

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

★ Special Council Meeting

- CO** Regular Council Meeting, 7:00 p.m.  
Regular (Closed) Council Meeting, 4:00 p.m.
- CS** Community Safety, 4:00 p.m.
- DP** Development Permit Panel, 3:30 p.m.
- FC** Finance, following 1<sup>st</sup> General Purposes meeting of each month
- GP** General Purposes, 4:00 p.m.
- PC** Planning, 4:00 p.m.
- PH** Public Hearing, 7:00 p.m.
- PRC** Parks, Recreation and Cultural Services, 4:00 p.m.
- PWT** Public Works and Transportation, 4:00 p.m.
- FCM** FCM
- UBCM** UBCM

Note: All meeting dates are subject to change.



## 2019 MEETING SCHEDULE

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

★ Special Council Meeting

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**PRC** Parks, Recreation and Cultural Services, 4:00 p.m.

**PWT** Public Works and Transportation, 4:00 p.m.

**FCM** FCM

**UBCM** UBCM

Note: All meeting dates are subject to change.



# City of Richmond

## Report to Committee

**To:** Planning Committee  
**From:** Kim Somerville  
Manager, Community Social Development  
**Date:** October 16, 2018  
**File:** 07-3070-01/2018-Vol  
01  
**Re:** Child Care Development Advisory Committee - Terms of Reference Update

### Staff Recommendation

That the proposed updated Child Care Development Advisory Committee (CCDAC) Terms of Reference be endorsed as presented in the staff report titled "Child Care Development Advisory Committee – Terms of Reference Update," dated October 16, 2018 from the Manager, Community Social Development.

Kim Somerville  
Manager, Community Social Development  
(604-247-4671)

Att. 2

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

## Staff Report

### Origin

This report is in response to the recommended actions identified in the 2017-2022 Richmond Child Care Needs Assessment and Strategy that was adopted by Council on July 24, 2017. Council received the report and adopted on consent the following recommended action:

*(6) Review and update the Terms of Reference for the Child Care Development Advisory Committee (CCDAC) to ensure the committee is fulfilling its role and mandate.*

The purpose of this report is to present recommended changes to the Child Care Development Advisory Committee (CCDAC) Terms of Reference.

This report supports Council's 2014-2018 Term Goals:

#### #5 Partnerships and Collaboration:

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

#### #9 A Well-Informed Citizenry:

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

#### 9.2. *Effective engagement strategies and tools.*

This report also supports the Council-adopted Social Development Strategy, Strategic Direction 6 – Support Community Engagement and Volunteerism:

*Action 26 – Review the City's advisory committee structure to determine:*

*26.2 Mechanisms for ensuring that committees are best positioned to provide helpful and timely advice to City staff and elected officials including:*

- Clear Terms of Reference for each committee;*
- Clear roles of elected officials and staff;*
- Annual orientation program for new committee members;*
- Consistent reporting procedures and feedback mechanisms;*
- Mechanisms for information exchange amongst committees; and*
- Work programs that reflect Council Term Goals.*

## **Analysis**

### **Background**

CCDAC was established in 1993 (then known as the Richmond Child Care Development Board), to act as a resource and provide advice to City Council regarding the planning, development, support and promotion of a range of quality, affordable and accessible child care in Richmond. The 1993 Terms of Reference was replaced by the current CCDAC Terms of Reference, which was approved by Council on January 24, 2006.

### **CCDAC Terms of Reference**

Proposed revisions have been made throughout the Terms of Reference to improve clarity and reflect organizational and operational updates, and to make it more consistent with other City advisory committees' Terms of Reference. It is also noted that since the current CCDAC Terms of Reference was adopted in 2006, the City created the Program Manager, Child Care (formally the Child Care Coordinator) position. The proposed revisions seek to better clarify the Committee's Council advisory role and capacity.

Recommendations for substantive updates are presented below. The proposed Terms of Reference with recommended changes are provided in Attachment 1 and the current Terms of Reference are provided in Attachment 2.

### ***Role***

The current CCDAC Terms of Reference refers to a separate Mission Statement that outlines the Committee's roles and objectives. The Mission Statement has been amalgamated with the updated Terms of Reference under section 3. Since the Program Manager, Child Care position (formally Child Care Coordinator) was created in 2012, this individual has taken over some of the roles previously assigned to CCDAC, such as the coordination and planning of City-owned child care facilities, and the implementation of City's child care strategies. Therefore, references regarding planning, coordination and facility management have been removed in the proposed Terms of Reference.

### ***Principles***

The current Terms of Reference does not outline the principles that guide the Committee's activities. A new section has been added (section 4) in the proposed Terms of Reference to reflect the guiding principles that will inform CCDAC's approach to accomplish its mission and core objectives and reflects how CCDAC currently operates. The principles include representative, inclusive, collaborative, and consensus building. A description of each principle is included in section 4.



*Composition*

The Richmond Child Care Resource and Referral Centre has been added as one of the CCDAC Support Resources (section 5) in addition to Vancouver Coastal Health, senior governments, regional groups and others as appropriate.

*Recruitment, Selection and Appointment*

The current Terms of Reference has four separate sections (5, 6, 7 and 8) that address the recruitment, selection and appointment of committee members. In order to be consistent with the Terms of Reference from other City advisory bodies, these sections have been merged into section 6 in the proposed Terms of Reference.

*Term*

Section 7 of the proposed Terms of Reference reflects the revised Term Limit Guidelines for all City advisory bodies. These guidelines indicate that advisory committee members may serve a maximum of four consecutive two-year terms, or eight consecutive years. The Guidelines also indicate that once members have reached their term limit, they are eligible to apply for another advisory committee, or take a one-term hiatus from CCDAC and then re-apply to the Committee which they have previously served on.

*Membership Responsibilities*

The current Terms of Reference do not outline expected responsibilities of committee members. To be more consistent with other City advisory bodies and to improve clarity for committee members, a new section has been added (section 8) in the proposed Terms of Reference to outline responsibilities of members, the Chair, the Vice-Chair, and the Recording Secretary.

*Operation and Process*

The proposed Terms of Reference provides a more explicit definition of a quorum than the current Terms of Reference (section 9). It is consistent with the Terms of Reference from other City advisory bodies.

*Code of Conduct*

A new section has been added (section 10) in the proposed Terms of Reference that outlines the responsibility for members to act in accordance with and uphold the City's Respectful Workplace Policy (Policy 6800). It also outlines expectations regarding members' conduct in regards to conflict of interest and adherence to the law and professional regulations (i.e. child care licensing regulations).

*Resources*

The current Terms of Reference do not define the role of the Staff Liaison. To be more consistent with other City advisory bodies, the proposed Terms of Reference (section 11) outline how the Staff Liaison acts as a resource for the committee. This includes: updating CCDAC on City initiatives that relate to child care development; referring issues for advice and possible options;



relaying feedback from CCDAC to City Council and other City departments as appropriate; providing an orientation to new committee members; and providing administrative support as necessary.

### **Next Steps**

If approved by Council, the proposed CCDAC Terms of Reference will take effect January 1, 2019 and will be circulated to members of the CCDAC and updated on the City's website.

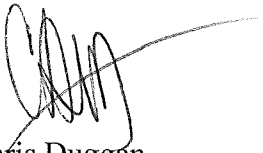
Further revisions to the CCDAC Terms of Reference may also be brought forward to Council in the future as a result of recommendations arising from the Richmond Child Care Needs Assessment and Strategy or other internal review processes of advisory bodies.

### **Financial Impact**

There is no financial impact.

### **Conclusion**

The CCDAC plays an important role in providing Council and staff with advice regarding the planning and development of a range of quality, affordable and accessible child care spaces in Richmond. The proposed revisions to the CCDAC Terms of Reference are expected to improve clarity for committee members in their advisory role to the City. This will ensure that CCDAC continues to be an effective resource for Council and the community.



Chris Duggan  
Program Manager, Child Care  
(604-204-8621)

- Att. 1: Proposed CCDAC Terms of Reference  
2: Current CCDAC Terms of Reference (Approved January 24, 2006)

## **PROPOSED TERMS OF REFERENCE RICHMOND CHILD CARE DEVELOPMENT ADVISORY COMMITTEE**

### **1. Purpose**

These terms of reference shall apply to the "Child Care Development Advisory Committee" (CCDAC).

### **2. Mandate**

The purpose of the Child Care Development Advisory Committee is to act as a resource and provide advice to City Council regarding the planning, development, support and promotion of a range of quality, affordable and accessible child care in Richmond.

### **3. Role**

The role of the CCDAC is to carry out the following functions:

- 3.1. Provide advice (e.g. information, analysis, options and recommendations) to Council regarding the planning, development, support, and promotion of a range of quality, affordable and accessible child care in Richmond.
- 3.2. Respond to child care planning and development questions referred to the CCDAC by Council through the Staff Liaison.
- 3.3. Provide input into the review of City child care development policies, programs, and procedures.
- 3.4. Provide feedback on development proposals for future City-owned child care facilities, including early childhood development hubs.
- 3.5. Manage the CCDAC annual budget, as per City policy.
- 3.6. Review and make recommendations on City child care grants.
- 3.7. Advise and/or provide professional development opportunities for Richmond child care providers (e.g. Child Care Month events).
- 3.8. Increase public awareness of, and public participation in, child care needs, challenges and solutions in the community, through education and involvement in the community.
- 3.9. Make recommendations to Council regarding advocacy that could be undertaken with other levels of government.
- 3.10. Advise Council regarding child care funding, challenges, priorities and solutions.
- 3.11. Participate in the process of selecting operators for City-owned child care facilities and early childhood development hubs.
- 3.12. Assemble and provide child care resource materials to Council, child care providers, parents, developers, professionals, and the community.
- 3.13. Conduct research regarding child care, as appropriate.

### **4. Principles**

The activities of the Committee will be guided by the following principles:

#### **4.1. Representative**

- 4.1.1. CCDAC will seek to reflect the various interests in the provision of child care in Richmond by ensuring that key stakeholders are represented in its membership, including, but not limited to, parents, private and not-for-profit child care operators delivering different types of child care and age groups, and community members who are involved in, or support, child care services.

#### **4.2. Inclusive**

- 4.2.1. CCDAC will seek to ensure that the needs of children of differing abilities and diverse cultural and socio-economic backgrounds, are considered in the planning

and development of City-owned child care facilities and early childhood development hubs. CCDAC also values diversity in its membership, and will seek members who bring a variety of experiences, viewpoints, backgrounds, and life experiences to the committee.

**4.3. Collaborative**

4.3.1. CCDAC members will endeavour to work collaboratively with each other to achieve the objectives and goals outlined in its work program.

**4.4. Consensus Building**

4.4.1. CCDAC will seek to achieve the best possible consensus and agreement on advice to be provided Council.

**5. Composition**

**5.1. Voting Members**

The Child Care Development Advisory Committee shall consist of a maximum of 12 voting members.

**5.2. Council Liaison**

There shall be one Council Liaison appointed to the CCDAC (non-voting).

**5.3. City Staff Liaison**

There shall be one Staff Liaison assigned to the CCDAC (non-voting).

**5.4. School Board Liaison**

There shall be one representative from the Richmond School Board appointed to the CCDAC (non-voting).

**5.5. Recording Secretary**

There shall be one Recording Secretary assigned to the CCDAC (non-voting).

**5.6. CCDAC Support Resources**

There shall be one (1) representative from the following organizations may be appointed to the CCDAC (non-voting):

- 5.6.1.1. Richmond Child Care Resource and Referral Centre;
- 5.6.1.2. Vancouver Coastal Health;
- 5.6.1.3. Senior governments (e.g. Federal, Provincial);
- 5.6.1.4. Regional groups (e.g. Metro Vancouver);
- 5.6.1.5. Others, as appropriate.

**6. Recruitment, Selection and Appointment**

**6.1. Recruitment**

6.1.1. The recruitment of citizen appointees shall be according to Council policy and procedures (e.g. the City Clerk's Office will place appropriate public advertisements in the media to ask for volunteers).

6.1.2. Organizations (e.g. Richmond School Board) shall recruit and nominate their own representative. These representatives will then be appointed by Council.

**6.2. Selection**

All members of CCDAC shall be selected based on the following criteria:

6.2.1. Demonstrates an interest in, and commitment to, City child care development;

- 6.2.2. Reflects the diversity of the community;
- 6.2.3. Ability to contribute a range of child care development knowledge, experience and perspectives, including experience in:
  - 6.2.3.1. Parenting;
  - 6.2.3.2. Community child care related organizations (e.g. Richmond Child Care Resource and Referral Centre);
  - 6.2.3.3. Business and the development community (e.g. the Urban Development Institute);
  - 6.2.3.4. Child care operations as an administrator or educator;
  - 6.2.3.5. Health and human environments;
  - 6.2.3.6. Community planning;
  - 6.2.3.7. Organizational development;
  - 6.2.3.8. Accounting and finance;
  - 6.2.3.9. Communications and public relations;
  - 6.2.3.10. Other, as appropriate.
- 6.2.4. Members are selected based on their availability, experience, efforts to engage in consensus building, expertise and ability to advance the work of the CCDAC (not as formal representatives of particular organizations).

#### 6.3. Appointment

All members shall be appointed by Council.

### 7. Term

- 7.1. Members shall be appointed for a term of two (2) years.
- 7.2. At the end of a term, members may re-apply to serve for a subsequent term.
- 7.3. Members may serve for a maximum of four (4) consecutive terms, or eight (8) consecutive years, whichever is longer.
- 7.4. After members have reached their term limit, they are eligible to apply for another City advisory committee, or may take a one-term hiatus from CCDAC and then re-apply to return.

### 8. Membership Responsibilities

#### 8.1. Members shall:

- 8.1.1. Be familiar with the Terms of Reference, goals and annual work plan of the CCDAC.
- 8.1.2. Thoroughly familiarize themselves with all agenda materials in preparation for active participation in discussions.
- 8.1.3. Act in accordance with and uphold the City's Respectful Workplace Policy (Policy 6800).
- 8.1.4. Attend monthly meetings with regularity and punctuality; non-attendance at three (3) consecutive meetings may constitute a request for resignation.

#### 8.2. The Chair shall:

- 8.2.1. In consultation with the Staff Liaison, prepare the agenda and any necessary supporting material in time for preparation and distribution by the Staff Liaison.
- 8.2.2. Assume responsibility of signing or authorizing all correspondence arising from Committee or Subcommittee activities. However, if a conflict of interest arises for the Chair, the Vice-Chair will assume the responsibility of signing or authorizing the correspondence in question.
- 8.2.3. Ensure decisions made by the CCDAC are acted upon in a timely manner and align with the CCDAC's mandate.

- 8.2.4. Uphold the CCDAC Terms of Reference.
- 8.2.5. Chair meetings on an informal consensus basis, but when necessary, refer to Council Procedure Bylaw and then Robert's Rules of Order, demonstrate knowledge of the work at hand, facilitate inclusive discussions, and ensure that all members have a full and equal opportunity to participate in decision-making.
- 8.2.6. Accurately present the views and work of the CCDAC to City Council when required.
- 8.2.7. Generally all media requests are to be referred to the Corporate Communications and Marketing Department. The Chair, and only the Chair, may be authorized by the Committee to speak to the media on behalf of the Committee.

**8.3. The Vice-Chair shall:**

- 8.3.1. Assume the duties of the Chair in their absence, and shall perform and assume such other responsibilities and duties as assigned by the Chair.

**8.4. The Recording Secretary shall:**

- 8.4.1. Be responsible for recording the minutes of the CCDAC meetings and ensure that these are signed and submitted to the City Clerk for public record.

**9. Operation and Process**

**9.1. Operation**

- 9.1.1. In January of each year, the CCDAC shall appoint a Chair and Vice-Chair.
- 9.1.2. The CCDAC shall meet a minimum of six (6) times a year with a break in July and August.
- 9.1.3. Sub-committees may be appointed by the CCDAC, as necessary. Membership in the sub-committees is not restricted to Council appointed CCDAC members. The sub-committees will report to and take direction from the CCDAC.

**9.2. Accountability**

The CCDAC shall produce annual reports, work programs, and other reports for Council approval.

**9.3. Communication**

- 9.3.1. The CCDAC shall report to Council through the Staff Liaison, to Planning Committee and then to Council.
- 9.3.2. The CCDAC may communicate regularly with the public. However, without the express consent of the City, members are not authorized to present themselves as representing the City in the course of carrying out their duties.
- 9.3.3. The CCDAC meetings shall be open to the public, in accordance with the *Local Government Act*.

**9.4. Decision-Making Process**

- 9.4.1. Members of the CCDAC shall:
  - 9.4.1.1. Follow the Council decision-making policy and procedures;
  - 9.4.1.2. Strive for consensus; and
  - 9.4.1.3. In the absence of consensus, a decision will be determined by a simple majority of members present.
- 9.4.2. Each voting member is entitled to one vote.
- 9.4.3. A quorum is established when 50% + 1 members are present (e.g. if there are 12 members, 50% is six members so a quorum would be six plus one, or seven members).



## **10. Code of Conduct**

- 10.1. Advisory Committees are expected to Act in accordance with and uphold the City's Respectful Workplace Policy (Policy 6800).
- 10.2. Advisory committee members are expected to conduct themselves in the best interest of the community and to act responsibly and lawfully.
- 10.3. All members are required to disclose their personal or organizational interests and involvement with the City of Richmond to identify any potential conflict of interest and if there is a conflict of interest, to remove themselves from the discussion and decision.

## **11. Resources**

- 11.1. There shall be one Staff Liaison assigned to the CCDAC. The Staff Liaison's role is to:
  - 11.1.1. Update the CCDAC on City initiatives that relate to child care development;
  - 11.1.2. Refer issues for advice and options;
  - 11.1.3. Relay feedback from the CCDAC to City Council and to City Departments as appropriate;
  - 11.1.4. Provide an orientation to new committee members; and
  - 11.1.5. Provide administrative support as necessary.
- 11.2. The CCDAC shall prepare and submit:
  - 11.2.1. For the Year Completed
    - 11.2.1.1. an annual report; and
    - 11.2.1.2. a financial statement.
  - 11.2.2. For the Upcoming Year
    - 11.2.2.1. a proposed annual work program; and
    - 11.2.2.2. a proposed annual budget.
- 11.3. Richmond City Council will review the CCDAC proposed annual work program and budget submission and may provide funding in addition to the Committee's base operating budget, subject to City budgetary priorities.
- 11.4. The CCDAC may incur expenses only for Council authorized items, and City policy and procedures shall be followed.
- 11.5. The CCDAC may seek volunteers to assist in fulfilling its mandate, provided that any expenditure can be accommodated within the approved annual CCDAC budget.
- 11.6. The City Staff Liaison role and Recording Secretary and staff reports shall be co-ordinated through the Community Social Development Department.

## TERMS OF REFERENCE

### RICHMOND CHILD CARE DEVELOPMENT ADVISORY COMMITTEE (CCDAC)

#### 1. Application

These terms of reference shall apply to the "Child Care Development Advisory Committee" (CCDAC).

#### 2. Purpose:

The purpose of the Child Care Development Advisory Committee is to provide advice (e.g., information, options, analysis and recommendations) to the Richmond City Council.

#### 3. Mandate – see Schedule 1

#### 4. Composition

##### - Voting Members

- The Child Care Development Advisory Committee shall consist of a maximum of 12 voting members.

##### - Council Liaison

The Committee shall be supported by a City Council liaison (non-voting).

##### - City Staff Liaison

The Committee shall be supported by a City Staff Liaison (e.g., Policy Planning Department) (non-voting).

##### - CCDAC Support Resources

##### - School Board Liaison

The Richmond School Board shall nominate a representative, appointed by Council (non-voting).

The following organizations may support (non-voting) the CCDAC:

- Richmond Health Authority Staff;
- Senior governments (e.g., Federal, Provincial);
- Regional groups (e.g., GVRD);
- Others, as appropriate.

#### 5. Recruitment

The selection of CCDAC members shall be according to Council policy and procedures, (e.g., the City Clerk's office will place appropriate public advertisements in the press and media) to ask for volunteers.

#### 6. CCDAC Membership Criteria

Members of CCDAC shall meet the following criteria:

- be anyone who demonstrates an interest in and commitment to City child care development;
- be appointed on the basis of their experience, consensus building, expertise and ability to advance the work of the CCDAC (not as formal representatives of particular organizations), and their availability;
- represent a range of child care development knowledge, experience and perspectives including:
  - the City's ethnocultural diversity;
  - experience in child care development issues, needs and solutions;
  - parents;
  - community child care related organizations (e.g., Richmond Child Care Resource and Referral Centre);

- business and the development community (e.g., the Urban Development Institute);
- health and the human environment;
- community planning;
- organizational development;
- accounting and finance;
- communications and public relations;
- Other, as appropriate.
- attend meetings regularly; non-attendance at three consecutive meetings may constitute a request for resignation.

#### **7. Selection**

All members of CCDAC shall be selected based on the above criteria.

#### **8. CCDAC Appointments**

- All CCDAC appointments shall be made by City Council.

#### **9. Term:**

- CCDAC members shall be appointed for 2-year terms.
- The CCDAC shall have rotating membership so that:
  - Six members shall initially be appointed for a one-year term;
  - Six members shall initially be appointed for a two-year term.
- When these respective initial terms expire, each subsequent appointment shall be for a two-year term.

#### **10. Operation and Process**

- Operation
  - At the beginning of each year, the CCDAC shall appoint a Chair, Vice Chair and Secretary.
  - The CCDAC Secretary shall be responsible for keeping CCDAC minutes.
  - The CCDAC shall meet at least six times a year.
  - Sub-committees may be appointed by the CCDAC, as necessary. Membership in the sub-committees is not restricted to Council appointed CCDAC members. The sub-committees will report to and take direction from the CCDAC.
- Accountability
  - CCDAC shall produce annual reports, work programs, budgets and other reports for Council's consideration.
- Communication
  - CCDAC shall report to Council through the City staff liaison, to Planning Committee and then to Council.
  - CCDAC may communicate regularly with the public.
- Decision-Making Process
  - Members of CCDAC shall:
    - follow the Council Procedure bylaw, as far as applicable (e.g., quorums shall be 50%+1);
    - strive for consensus; and
  - Each CCDAC member is entitled to one vote.

#### **11. Resources**

- CCDAC shall prepare and submit:
  - For the Year Just Completed:
    - an annual report; and
    - a financial statement.
  - For the Upcoming Year

- a proposed work program; and
  - a proposed budget.
- Richmond City Council will review the CCDAC proposed annual work program and budget submission and may provide funding in addition to the committee's base operating budget, subject to City budgetary priorities.
- CCDAC may incur expenses for items, which are consistent with the approved annual work program and budget, and City policy and procedures shall be followed.
- CCDAC may seek volunteers to assist in fulfilling its mandate, provided that any expenditure can be accommodated within the approved annual CCDAC budget.

**Schedule 1 - Mission Statement, Richmond Child Care Development Advisory Committee**

Prepared by:  
Policy Planning  
Child Care Development Advisory Committee  
December 2005

**MISSION STATEMENT  
RICHMOND CHILD CARE DEVELOPMENT ADVISORY COMMITTEE (CCDAC)**

**1. Mission Statement**

As Council directs and as resources are provided, the Child Care Development Advisory Committee (CCDAC) provides Council with advice (e.g., information, options, analysis, recommendations), regarding the planning, development, support and promotion of a range of quality, affordable and accessible child care in the City of Richmond.

**2. Goal**

The goal of the CCDAC is to assist Council in planning for and supporting quality child care in Richmond.

**3. Objectives**

The CCDAC will:

**1. Planning**

- Respond to child care planning and development referred to the CCDAC by Council;
- Prepare plans and policies regarding the development, provision and management of child care priorities, programs, facilities, spaces, equipment, funding and providers;
- Identify long and short term issues, needs, priorities and solutions regarding child care programming, facility, site, space, equipment and funding;
- Undertake child care studies (e.g., planning, needs assessments), as required;
- Assist developers and professionals (e.g., architects) in planning child care space;
- Assist Council to periodically review City child care development policies and procedures;

**2. Co-ordination**

- Advise regarding the coordination of:
  - a. community interests, public participation and networking to identify issues and develop solutions regarding child care;
  - b. City child care activities with the School Board, existing and potential operators, government, developers and the community;

**3. Organizational Development**

- Advise regarding a range of appropriate:
  - a. organizational models (e.g., non-profit societies, for profit, co-operative) and
  - b. organizations (e.g., non-profit societies, private sector, co-operative sector, employers, senior governments, community groups, parents)
 to develop and operate child care facilities in Richmond.

**4. Education**

- Undertake community educational initiatives and programs, as necessary;

**5. Information**

- Assemble and provide child care resource materials to Council, child care providers, parents, developers, professionals, and the community;

**6. Research**

- Conduct child care research (e.g., needs assessments), as appropriate.

**7. Promotion**

- Increase public awareness of child care issues, needs and solutions in the community.
  - Enhance public involvement in child care;



8. Financial Management

- General
  - As requested, advise Council regarding:
    - child care funding issues and solutions;
    - the planning of City child care capital, operating and consulting (e.g., committees, facilities, studies) budgets;
    - a wide range of potential funding sources (e.g., senior governments, foundations) for child care (e.g., CCDAC, facilities, programs, research) in Richmond;
    - funding partnership opportunities;
    - manage the City CCDAC annual budgets (e.g., operating, consulting, project), as per City policies;
- City Statutory Child Care Development Reserve
  - Advise Council on the administration and management of the Richmond Child Care Development Statutory Reserve Fund;
  - Undertake the City's child care grants program, as funds are available (e.g., call for proposals, evaluations, recommendations to Council, distribution, letters, monitoring)

9. City Child Care Facility Management

- As requested, provide advice regarding
  - a. the City's child care facilities;
  - b. a process to select operators of City child care facilities;
  - c. potential child care facility operators of City child care facilities.

10. Community Development:

- Encourage community participation in identifying and planning for child care needs in the community.
- Encourage a wide range of partners and stakeholders (e.g., private sector, co-operative sector, non-profit societies, employers, senior governments, community groups) to develop, fund and provide child care programs, facilities, spaces and equipment, as deemed appropriate for Richmond.
- Increase public involvement in addressing child care issues through education and proactive involvement in the community.

Prepared by:  
Policy Planning  
Child Care Development Advisory Committee  
December 2005



# City of Richmond

## Report to Committee

**To:** Planning Committee

**Date:** October 30, 2018

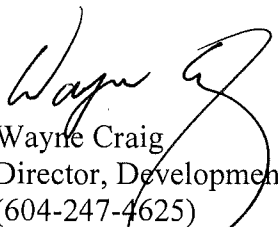
**From:** Wayne Craig  
Director, Development

**File:** ZT 18-818765

**Re:** Application by Christopher Bozyk Architects for a Zoning Text Amendment to the "Vehicle Sales (CV)" Zone to Increase the Floor Area Ratio to 0.82 at 13100 Smallwood Place.

### Staff Recommendation

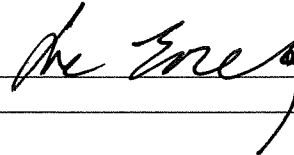
That Richmond Zoning Bylaw 8500, Amendment Bylaw 9948, for a Zoning Text Amendment to the "Vehicle Sales (CV)" zone to increase the Floor Area Ratio to 0.82 at 13100 Smallwood Place, be introduced and given first reading.

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

WC:dc  
Att. 6

### REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER



## Staff Report

### Origin

Christopher Bozyk Architects Ltd. has applied for permission to amend the “Vehicle Sales (CV)” zone to increase the maximum Floor Area Ratio (FAR) to 0.82 at 13100 Smallwood Place.

The intent of the application is to modify the previously approved Toyota automobile dealership development, to accommodate additional gross floor area associated with two additional levels of parking and vehicle inventory storage overtop of the dealership building, which is currently under construction. The subject site is within the Richmond Auto Mall in the East Cambie planning area. A location map and the East Cambie Area Plan map showing the site’s location are provided in Attachments 1 and 2 respectively.

Toyota’s original development applications (ZT 16-754143 and DP 16-741123) were adopted/issued by Council on October 23, 2017. These applications were to accommodate the construction of a two-storey building with rooftop parking. The approved Zoning Text Amendment increased the maximum FAR from 0.5 to 0.7. Building permits were issued for this construction and the buildings are currently under construction.

The current application proposes to increase the maximum Floor Area Ratio (FAR) to accommodate the additional two storeys of parking and vehicle inventory storage on top of the approved building; resulting in a four-storey building with rooftop parking, with one of the objectives to eliminate the need for off-site storage elsewhere. The current proposal will result in an additional 2,154.3 m<sup>2</sup> (23,188 ft<sup>2</sup>) of floor space to the building over the previous approved proposal (ZT 16-754143 and DP 16-741123). Requested height variances are identified in this Staff Report, but will be addressed through a separate Development Permit application (DP 18-818762).

### Findings of Fact

A Development Application Data Sheet providing details about the development proposal is provided in Attachment 3.

### Surrounding Development

The subject property at 13100 Smallwood Place, is located within the Richmond Auto Mall at the northeast corner of the intersection of Westminster Highway and Jacombs Road. The site has been cleared of structures and construction of the approved dealership building is currently ongoing.

Existing land uses and development immediately surrounding the subject site are as follows:

- To the North, immediately across Smallwood Place, is an existing Hyundai dealership on a site zoned “Vehicle Sales (CV)” within the Richmond Auto Mall at 13171 Smallwood Place. A Zoning Text Amendment (ZT 18-810720) and a Development Permit application (DP 18-810720) have been received from Kasian Architecture Interior Design & Planning,

with the objective of redeveloping that property to accommodate a new Porsche dealership building. These applications are currently under review by staff.

- To the South, across Westminster Highway and a frontage road further south, are large properties zoned “Agriculture (AG1)” in the Agricultural Land Reserve (ALR), which contain single-family dwellings and accessory buildings.
- To the East, is an existing Nissan dealership on a site zoned “Vehicle Sales (CV)” within the Richmond Auto Mall at 13220 Smallwood Place.
- To the West, across Jacombs Road, is the “Richmond Nature Park East” on a site zoned “School & Institutional Use (SI)” at 5991 Jacombs Road. The Nature Park East is designated as an Environmentally Sensitive Area (ESA).

### **Related Policies & Studies**

#### **Official Community Plan/East Cambie Area Plan**

The subject site is designated “Commercial” in both the Official Community Plan (OCP) and the East Cambie Area Plan (Attachment 2). As a commercial use, the proposed auto dealership at the subject site is consistent with the OCP and Area Plan land use designations.

#### **Agricultural Land Reserve (ALR) Buffer Zone**

Where there is an intervening road between ALR lands and non-ALR lands, the OCP encourages an appropriate landscaping buffer on the non-ALR lands through the Rezoning and Development Permit processes. This situation was reviewed under the original Zoning Text Amendment application (ZT 16-754143) and it was noted that the applicant’s proposal was consistent with the land use considerations in the OCP in that:

- “The Agricultural Land Reserve (ALR) is located to the south of the site and to the west (Richmond Nature Park). The site is separated from the ALR by existing roads (Jacombs Road and Westminster Highway). Formal landscaping plans to adequately buffer the site from the ALR will be a requirement of the forthcoming Development Permit [DP 16-741123] for the proposed auto dealership.” (A covenant was registered on Title through the previous zoning application (ZT 16-754143) to ensure that the landscaping within the ALR buffer along the southern property boundary would be retained.)
- “There is an existing 1.8 m high solid fence along the south property line next to Westminster Highway and the applicant proposes a row of new trees, a 3 m setback to on-site surface parking, and a setback of approximately 15 m to the south building façade.”
- “The applicant also proposes to retain the existing planting and 1.8 m high solid fence along the west property next to Jacombs Road, replace the existing London Plane trees (which are in poor condition) with a new row of Ginkgo Biloba trees, and to provide a minimum 3 m setback to on-site surface parking and proposed buildings.”

The current application will improve upon the above responses by further removing 12 of the previously approved parking spaces along the southern property boundary and replacing them with additional tree and shrub planting. The parking spaces will now be located within the parkade. The additional tree planting in this area will provide additional visual screening of the building from Westminster Highway as the trees eventually grow to mature height.

An additional eight previously approved parking spaces, generally along the western property boundary, are proposed to be relocated from grade to the internal parkade. These spaces will be replaced with new vegetation strips with trees. These changes are shown on the attached conceptual landscaping plans (Attachment 4) but will be addressed in greater detail through the separate Development Permit application (DP 18-818762).

#### Floodplain Management Implementation Strategy

The proposed development must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204. A flood indemnity covenant was been registered on Title under the previous Zoning Text Amendment application (ZT 16-754143). The proposed addition will have no effect on the registered flood covenant.

#### Aircraft Noise Sensitive Development Policy

The OCP's Air Noise Sensitive Development (ANSND) Policy applies to the subject site, which is located within the "Restricted Area (Area 1B)". The proposed auto dealership at the subject site is consistent with the ANSD Policy as it is not a residential use.

An aircraft noise indemnity covenant has been registered on Title as required under the previous Zoning Text Amendment application (ZT 16-754143). No changes to the existing aircraft noise covenant as a result of the proposed addition.

#### Ministry of Transportation and Infrastructure (MOTI) Approval

As the subject site is located within 800 m of an intersection of a Provincial Limited Access Highway and a City road, the Zoning Text Amendment proposal was referred to MOTI for review and comment. The Zoning Text Amendment considerations include a requirement for MOTI approval prior to bylaw adoption.

#### Ministry of Environment (MOE) Approval

As the Site Profile submitted by the applicant for the current application identified Schedule 2 activities have occurred on-site, the Site Profile was submitted to the Ministry of Environment (MOE) in accordance with the Provincial Contaminated Sites Regulation. MOE has subsequently provided a letter dated May 16, 2018, allowing the City to proceed with approval of the Zoning Text Amendment and Development Permit applications.

## **Analysis**

### **Built Form and Architectural Character**

As proposed, the redevelopment will result in a two storey dealership office and sales facility with a four storey parkade. The concept plans for the proposed modifications to auto dealership building and the landscaping are provided in Attachment 4. The most significant areas proposed to change have been cloud outlined on the drawing package. Further review of the design aspects shown in the preliminary concept plans will be undertaken through the separate Development Permit review process to ensure general compliance with the Official Community Plan Development Permit Guidelines and assess the requested variances outlined in the next section.

Generally, the modifications include:

- Modifications to exterior cladding over portions of the building in part to mitigate the additional massing created by the addition of the two parkade levels.
- The addition of the two extra floors of parkade over top of the previously approved building. Staff have been advised that the initial building construction (currently underway) was designed to be able to accommodate future additional parkade floors above.
- Relocation of 20 at-grade parking spaces to the inside of the parkade.
- Restriping of the 6 accessible parking spaces (see Transportation section for more detail).
- Addition of trees and other landscaping to fill the spaces left by relocating the 20 parking spaces.
- Relocation of the garbage and recycling facility to the south-east corner of the site to allow additional vegetation screening of the car wash facility located in the south-west corner of the site. This also facilitates more efficient garbage collection.

### **Existing Legal Encumbrances**

A Title summary prepared by Terra Law, dated October 19, 2019, was submitted for this application. The subject site carries a series existing legal encumbrances including

- Statutory rights of way agreements for utilities;
- Statutory building schemes with the Richmond Auto Mall Association;
- Vancouver Airport Authority noise indemnification covenants;
- Agricultural Land Reserve setback covenants;
- A covenant requiring the design, installation and maintenance of three electric vehicle charging stations on the site; and
- A flood indemnity covenant.

Terra Law's Title summary report advises that none of these encumbrances will affect the current application and they can remain on Title.

### **Transportation**

Transportation staff have reviewed and assessed the potential traffic impacts associated with the proposed development. As the proposal is to provide space primarily for vehicle inventory



storage, it is anticipated that the associated traffic impacts would be minimal and can be accommodated within existing road infrastructure.

As part of this application review, staff have requested and the client has agreed, to restripe the six accessible parking spaces in accordance with the recent Zoning Bylaw Amendment on accessible parking (Section 7.5.15). This adjustment will be addressed through the Development Permit application review.

The Zoning Text Amendment considerations include a requirement that prior to the issuance of the Building Permit, a construction parking and traffic management plan to be provided to the Transportation Division.

#### Tree Retention and Replacement

No additional existing trees will be removed from the site as a result of the current proposal; however, an additional 45 more on-site trees are included in the conceptual landscape plans over the original landscape plan (DP 16-741123). These trees will help provide additional edge screening for the site.

No changes or additional protection is required for existing trees, as all the tree protection barriers are currently in place given the on-going construction at the site. Tree survival securities for both on-site and off-site have been addressed through the previously approved Zoning Text Amendment application (ZT 16-754143).

#### Public Art

Under the previous Development Permit (DP 16-741123) the Public Art contribution for the commercial use was assessed as \$51,762, which was contributed to the Public Art Reserve Fund. The Public Art Planner has advised that the proposed addition will result in an additional Public Art contribution of \$38,432, based on the 2018 rate of \$0.45/SF. The additional contribution has been included in the Zoning Text Amendment considerations and are required prior to final adoption, with the funds to be directed to the Public Art Reserve Fund.

#### Variances Requested

Based on the proposed preliminary concept plans, the applicant will be requesting to vary the provisions of Richmond Zoning Bylaw 8500 at the Development Permit Application review stage to increase the maximum permitted building height to accommodate:

- An increased parkade rooftop height from 12.0 m to 15.46 m (rounded to 15.5 m).
- A new parapet height of 16.88 m (rounded to 16.9 m).
- A stair tower of 18.51 m (rounded to 18.6 m).
- An elevator over-run of 20.39 m (rounded to 20.4 m).

The current proposal has been reviewed by the Richmond Auto Mall Association (RAMA) which has provided a letter (Attachment 5) in support of the proposed density increase to 0.82 FAR, as well as the requested variances.

Noting the special context and operating characteristics within the Richmond Auto Mall, staff believe the requested variances are supportable. Staff note that this is an overall trend observed within the Auto Mall to increase the on-site storage capacity and reduce land holding costs off-site. This specific request does not increase the building's footprint (site coverage), but will result in increased permeability of the site as a result of the vegetation improvements. The details of the quality of the proposed finishes, cladding materials, vegetation selections and height variances will be reviewed and analyzed further through the Development Permit Application review.

#### Site Servicing and Frontage Improvements

All the site servicing and frontage improvements were addressed under the previous Zoning Text Amendment application (ZT 16-754143). The proposed modifications to the building, site plan and landscaping will not result in any additional site servicing requirements or new frontage improvements.

#### Development Permit Review

As noted previously, the proposed development will undergo a separate design review via the Development Permit application (DP 18-818762). Specific issues to be addressed will include:

- Assessing compliance with the Official Community Plan Development Permit Guidelines.
- A review of the proposed landscape plant/tree selections, sizes, locations and rationale.
- Additional landscape securities will be calculated to address the landscaping additions.
- A review of the proposed exterior materials and colours as they relate to the proposed parkade floor additions.
- A review of vehicle parking spaces to ensure compliance with the parking requirements in the Zoning Bylaw No. 8500.
- Restriping of the six accessible parking spaces.
- A review of the height variances requested.
- An assessment of the garbage and recycling facility to ensure it is sufficiently sized and located to address the needs of the site. A waste management overlay will be required.

#### **Financial Impact or Economic Impact**

As all the servicing and frontage works were addressed under the previous Zoning Text Amendment application (ZT 16-754143) no additional Operational Budget Impacts (OBI) for off-site City infrastructure are anticipated as a result of this application. The previous application noted only insignificant operational impacts.

#### **Conclusion**

Christopher Bozyk Architects Ltd. has applied for permission to amend the zoning district "Vehicle Sales (CV)" zone to increase the maximum Floor Area Ratio (FAR) to 0.82 at 13100 Smallwood Place. The intent is to modify the previously approved Toyota automobile dealership development in order to accommodate two additional levels of parking and vehicle inventory storage overtop of the dealership building, which is currently under construction. Site

plan changes will result in fewer cars parked at grade and additional landscaping being added to the site.

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9948, be introduced and given first reading.



David Brownlee  
Planner 2  
(604-276-4200)

DCB:blg

Attachment 1: Location Map

Attachment 2: East Cambie Land Use Map

Attachment 3: Development Application Data Sheet

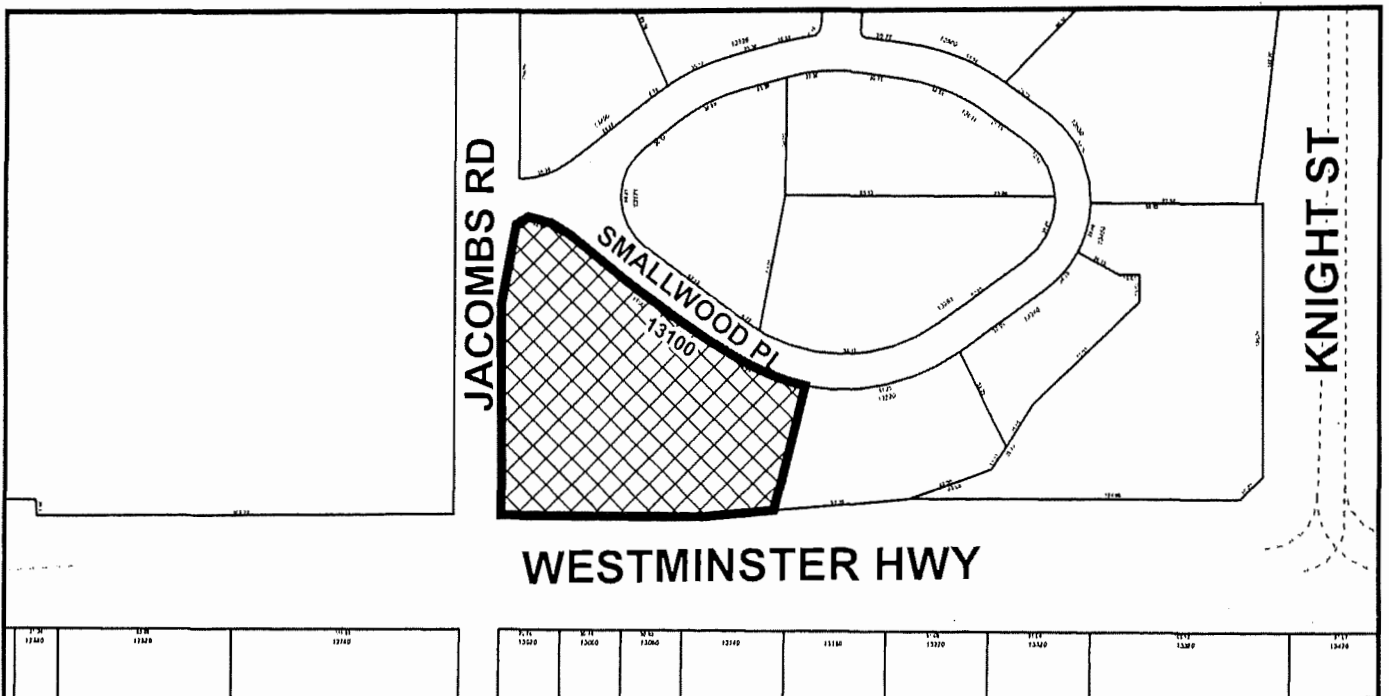
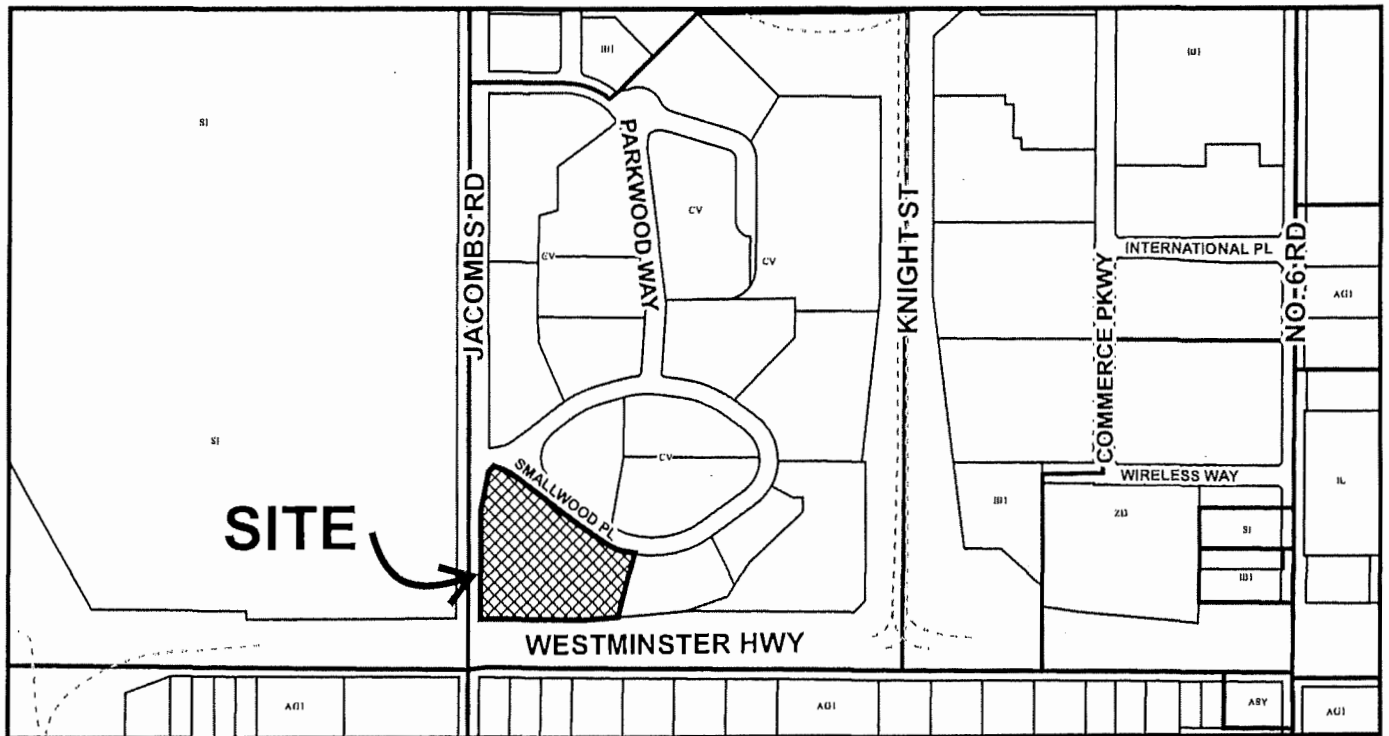
Attachment 4: Conceptual Development Plans

Attachment 5: Letter from Richmond Auto Mall Association

Attachment 6: Zoning Text Amendment Considerations



City of  
Richmond



ZT 18-818765

Original Date: 05/09/18

Revision Date:

Note: Dimensions are in METRES





City of  
Richmond



ZT 18-818765

Original Date: 10/26/18

Revision Date:

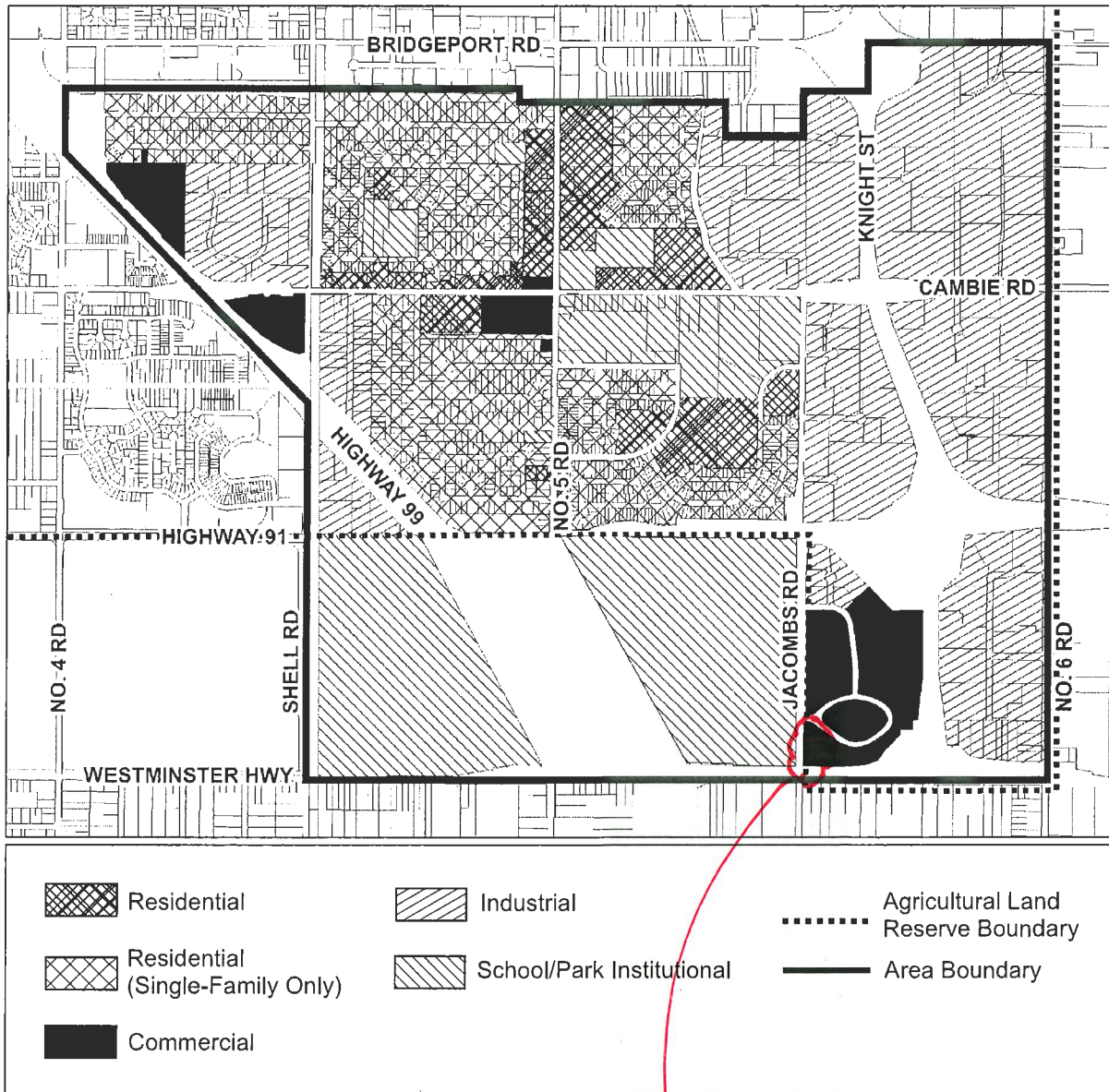
Note: Dimensions are in METRES

CNCL - 146



City of Richmond

# Land Use Map

 Bylaw 8948  
 2016/10/24


SUBJECT  
SITE





**Development Application Data Sheet**  
Development Applications Department

**ZT 18-818765**

**Attachment 3**

Address: 13100 Smallwood Place

Applicant: Christopher Bozyk Architects

Planning Area(s): East Cambie

	Existing	Proposed
<b>Owner:</b>	Multiland Pacific Holdings	Same
<b>Site Size (m<sup>2</sup>):</b>	15,924 m <sup>2</sup> (171,404.51 ft <sup>2</sup> )	Same
<b>Land Uses:</b>	Auto Dealership And Service	Same
<b>OCP Designation:</b>	Commercial	Same
<b>Area Plan Designation:</b>	Commercial	Same
<b>Zoning:</b>	Vehicle Sales (CV)	Vehicle Sales (CV) with increased FAR to 0.82 at 13100 Smallwood Place

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	0.7 FAR	0.82 FAR	None permitted
Buildable Floor Area (m <sup>2</sup> ):*	11,146.8 m <sup>2</sup> (119,983.2 ft <sup>2</sup> )	12,996.3 m <sup>2</sup> (139,891 ft <sup>2</sup> )	None permitted
Lot Coverage (% of lot area):	Building: Max. 50%	Building: Max. 38%	None
Setback Front - North	Min 3.0 M	16.0 M	None
Setback Side – East	Min 3.0m	20.38m	None
Setback Side - West	Min 3.0m	22.5m Main Building 3.0m Car Wash Building	None
Setback Rear - South	Min 3.0m	10.63m Main Building 3.0m Garbage Enclosure	None
Height (m):	Max building height: 12.0 m with variance to 15.44 m at elevator overrun, stairway structures, storage and screened equipment as approved under DP 16-741123	Increased parkade rooftop height at 15.46 m, a parapet height of 16.88 m, a stair tower of 18.51 m and an elevator overrun of 20.39 m	Variance to be considered as part of DP18-818762
Off-street Parking Spaces – Staff and Visitor	281	296	none
Off-street Parking Spaces – Vehicle Inventory:	N/A	279	none

Other: \_\_\_\_\_



## CNCL - 149

**OpenRoad Toyota Richmond**

PROJECT NUMBER: 214007

**CHRISTOPHER BOZYK ARCHITECTS LTD**

114 - 315 ALEXANDER STREET, VANCOUVER BC V6A 1E1

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**EAST ELEVATION**  
**SCALE:**

PLOT DATE: 10/25/2010 11:11:53 AM





**OpenRoad Toyota Richmond**

PROJECT NUMBER-214007

CHRISTOPHER ROZNYK ARCHITECTS LTD.

14. 611 ALEXANDER STREET VANOCUNE

**PLOT DATE:** 16/05/2018 11:11:37 AM

0022-2720/96/0000-0000\$10.00/0

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Without the express written permission of the copyright owner.

# NORTH WEST ELEVATION

SCALE:  
DATE: SEPT 26, 2018

PLOT DATE: 10/25/2018 11:11:57 AM

DP.002





CNCL - 151

OpenRoad Toyota Richmond

PROJECT NUMBER: 21007

**CONSTRUCTORS LTD**

404-411 ALBERTA STREET VANCOUVER B.C. V6A 1T1

PHONE: (604) 251-2888 FAX: (604) 251-2888

PLUT DATE: NOV08 11:17 AM

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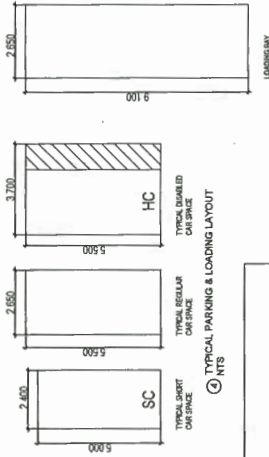
**VIEW FROM WESTMINSTER HIGHWAY**

SCALE:

DATE: SEPT 26, 2018

**DP-003**





PROPERTY STATISTICS:	
PROJECT NAME:	OPENROAD TOYOTA SHOWROOM
CIVIC ADDRESS:	13100 SMALLWOOD PLACE, RICHMOND BC V6V1W8
LEGAL ADDRESS:	Lot 7 Sec 5 Bldg 4 H 165W PL NW188875 EXCEPT PLAN EP77489
ZONING:	CV
AUTHORITY:	CITY OF RICHMOND
USES:	CAR SHOWROOM
LOT AREA:	15,924 M <sup>2</sup>
FLOOR AREA:	PREVIOUS: 15,924 M <sup>2</sup>
MAIN FLOOR:	PROPOSED: 5584.348 M <sup>2</sup>
2ND FLOOR:	4,856.513 M <sup>2</sup>
3RD FLOOR:	4,833.313 M <sup>2</sup>
4TH FLOOR:	798.543 M <sup>2</sup>
5TH FLOOR:	171.151 M <sup>2</sup>
CAR WASH:	315.320 M <sup>2</sup>
TOTAL:	10,815.454 M <sup>2</sup>
LOT COVERAGE:	12,885.514 M <sup>2</sup>
MAIN FLOOR:	5584.348 M <sup>2</sup>
GARAGE ENCL:	35,680 M <sup>2</sup>
LANDSCAPE:	6015.249 M <sup>2</sup>
TOTAL:	37.777%
% LANDSCAPE:	PREVIOUS: 0.0791
SETBACKS:	8.41% (1,456.8 M <sup>2</sup> )
WEST:	10.0M
SOUTH:	10.0M
EAST:	20.0M
NORTH:	22.0M
BIKE PARKING:	35 CLASS 1, 36 CLASS 2
VEHICULAR PARKING:	157
SURFACE PARKING:	PREVIOUS: 208
WITHIN BUILDING:	240
TOTAL PARKING:	393
REQUIRED:	240
LOADING SPACES:	4 REQUIRED
LOADING HEIGHT:	PREVIOUS: 2.88 M
PROPOSED:	2.88 M
REVIEWED PARAPET:	16.08 M
REVIEWED ELEVATOR OVERRUN:	20.35 M



REVISION	DATE	DESCRIPTION
1	15.04.11	ISSUED FOR PERMIT
2	15.06.15	ISSUED FOR PERMIT AMENDMENT

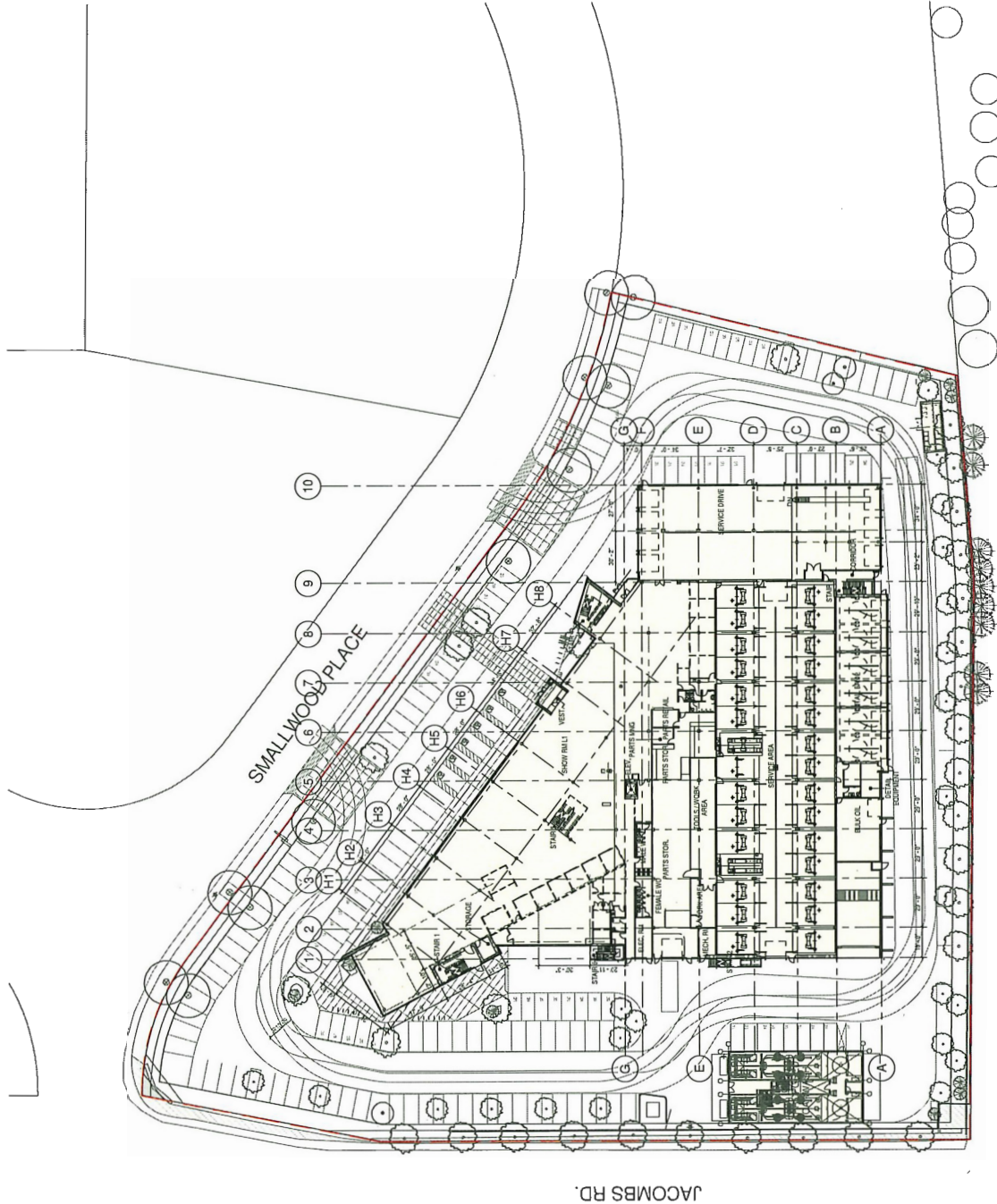
CONTRACT NO. 15-04-011  
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OpenRoad Toyota Richmond  
DP 18-818762  
11192 SMALL WOOD PLACE, RICHMOND, BC

LEVEL 1

SCALE 1" = 30'-0"  
DATE: SEP 10, 2015  
DRAWN BY: J. BOZYK  
CHECKED BY: J. BOZYK

PLAN #1A  
DP.005



WESTMINSTER HIGHWAY

1 GROUND FLOOR PLAN  
1" = 30'-0"



REVISION	DATE	DESCRIPTION
1	10.04.11	REVISED FOR PERMIT AMENDMENT
2	10.04.11	REVISED FOR PERMIT AMENDMENT

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Read and understand all drawings and specifications. Coordinate all work and be responsible for all dimensions and locations in the plan, and for the proper construction of the building. The contractor shall be responsible for the proper construction of the building and for the proper installation of the building systems.

Contractor shall be responsible for the proper construction of the building and for the proper installation of the building systems.

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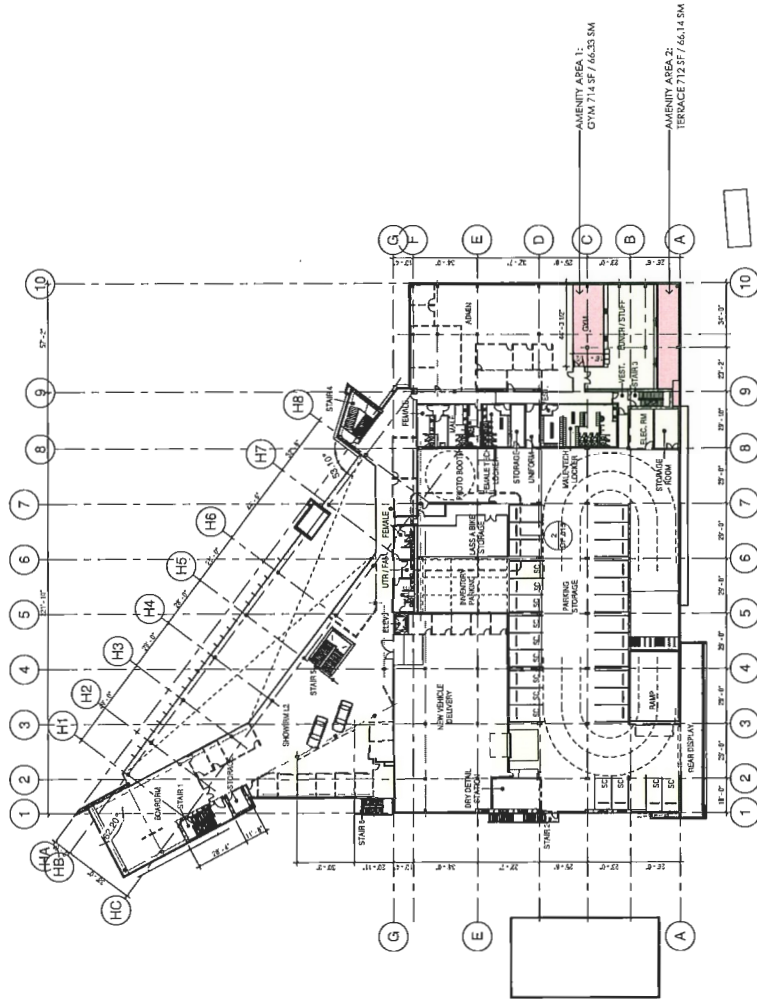
Contractor shall be responsible for the proper construction of the building and for the proper installation of the building systems.

Contractor shall be responsible for the proper construction of the building and for the proper installation of the building systems.

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1 SECOND FLOOR PLAN  
1" = 32'-0"

SCALE: 1" = 32'-0"  
DATE: 10/13/11  
PROJECT NUMBER: 11000  
SHEET: 11000

PLAN #1B

DP.006

11000 SMALL WOOD PLACE, RICHMOND, BC

NO.	DATE	REVISION	BY	FOR
1	10.24.11	SCHEMATIC DEVELOPMENT		
2	11.06.11	SCHEMATIC DEVELOPMENT		

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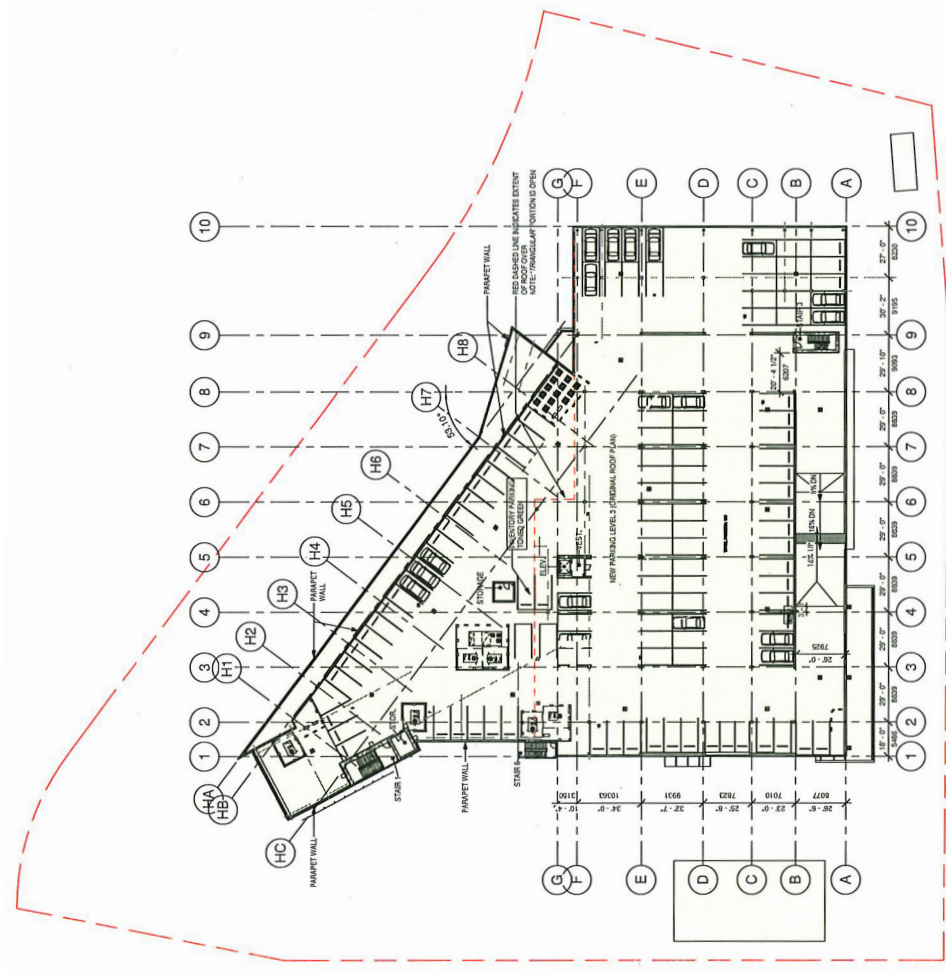
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SCALE: 1"=8'-0"

DATE: SEPTEMBER 2011

PROJECT NAME:

PLAN #1C

DP.007

1300 SMALL WOOD PLACE, RICHMOND, VA

LEVEL 3

DP 18-818762

OpenRoad Toyota Richmond

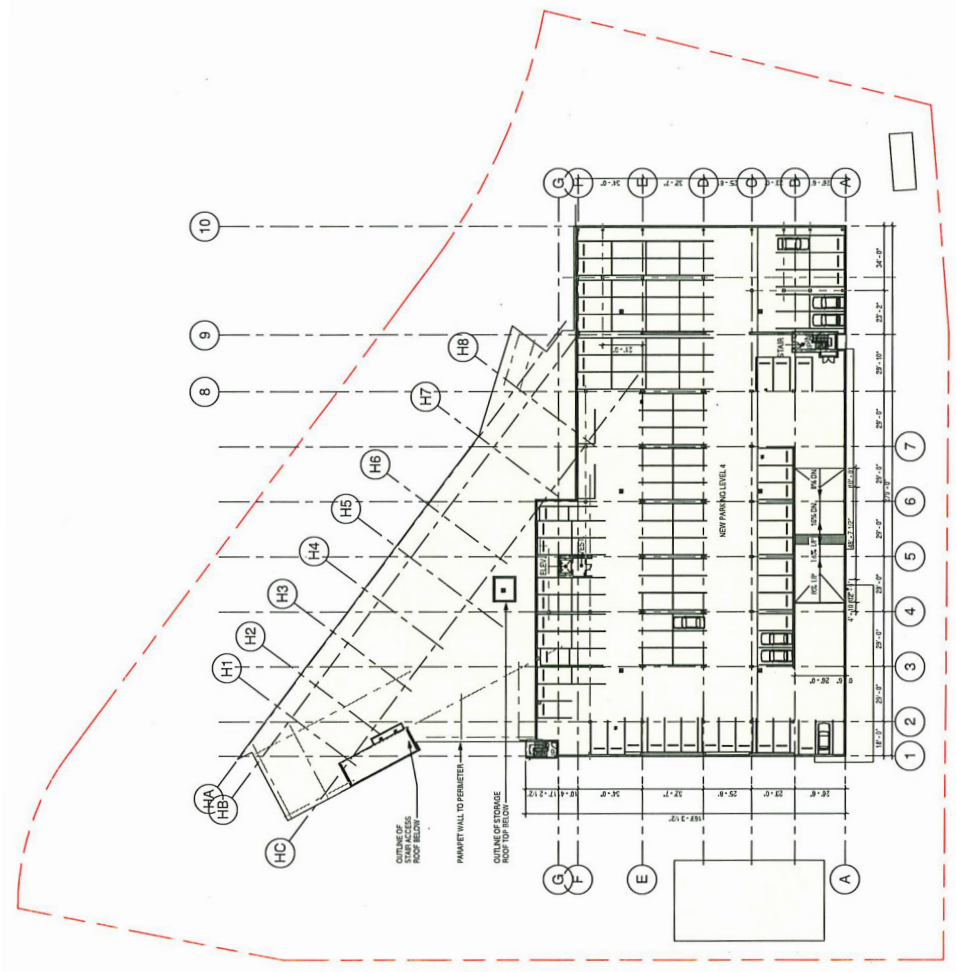
REVISION	DATE	DESCRIPTION
1	10.24.11	ISSUED FOR PERMIT
2	10.26.11	REDESIGNED AUTOMOUNT

**NOTES:**  
1. All signs, lighting, and equipment shall be installed in accordance with the City of Vancouver's Traffic Engineering Department's standards and specifications.  
2. All signs, lighting, and equipment shall be installed in accordance with the City of Vancouver's Traffic Engineering Department's standards and specifications.  
3. All signs, lighting, and equipment shall be installed in accordance with the City of Vancouver's Traffic Engineering Department's standards and specifications.

**OpenRoad Toyota Richmond**  
DP 18-818762  
13105 SMALL WOOD PLACE, RICHMOND, BC  
LEVEL 4

SCALE: 1"=30'-0"  
DATE: 08/13/11  
DRAWN BY: J. HARRIS  
PROJECT NUMBER: 214027

**PLAN #1D**  
**DP.008**



① ADDITIONAL PARKING LEVEL 1  
1"=30'-0"

REVISION	DATE	DESCRIPTION
1	18.04.11	ISSUED FOR DP ASSIGNMENT
2	18.06.18	ISSUED FOR DP ASSIGNMENT

COMPILED BY: [Name]

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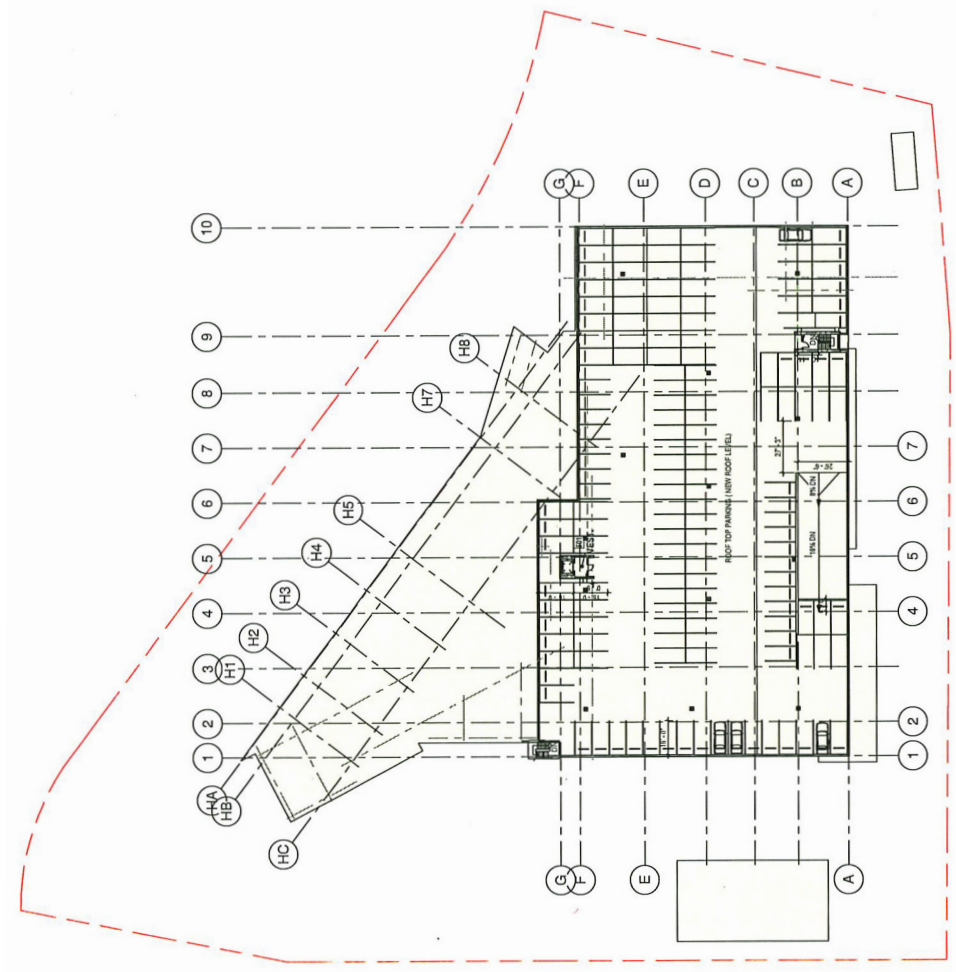
OpenRoad Toyota Richmond  
DP 18-818762  
13100 SMALL WOOD PLACE, RICHMOND, BC  
LEVEL 5

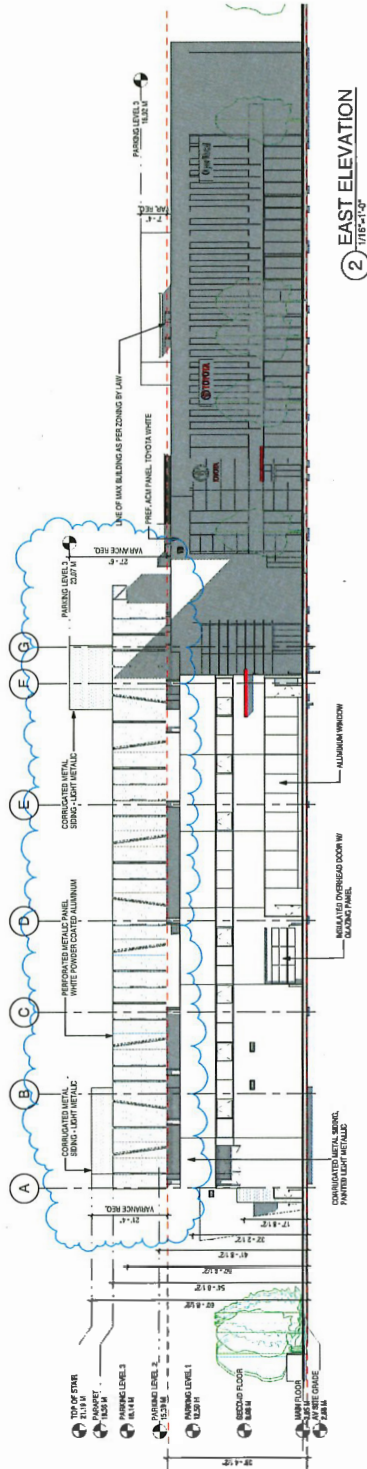
SCALE: 1" = 30'-0"  
DATE: SEP 12, 2018  
DRAWN BY: [Name]  
CHECKED BY: [Name]

PLAN #1E

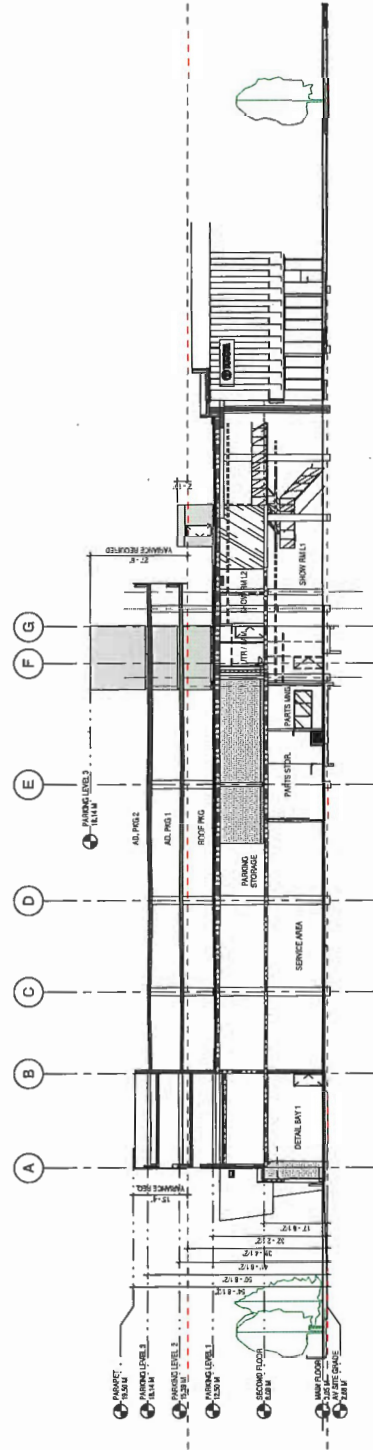
DP.009

1 ADDITIONAL PARKING LEVEL 2  
1" = 30'-0"





2 EAST ELEVATION  
1/16"=1'-0"



3 SECTION A-A  
1/16"=1'-0"

NO.	DATE	REVISION	DESCRIPTION
1	10.10.10	ISSUED FOR PERMIT	
2	10.10.11	ISSUED FOR PERMIT	

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OpenRoad Toyota Richmond  
DP 18-818762  
13100 SMALL WOOD PLACE, RICHMOND, BC

ELEVATIONS AND SECTIONS

SCALE: 1/16"=1'-0"

DATE: 10/11/10

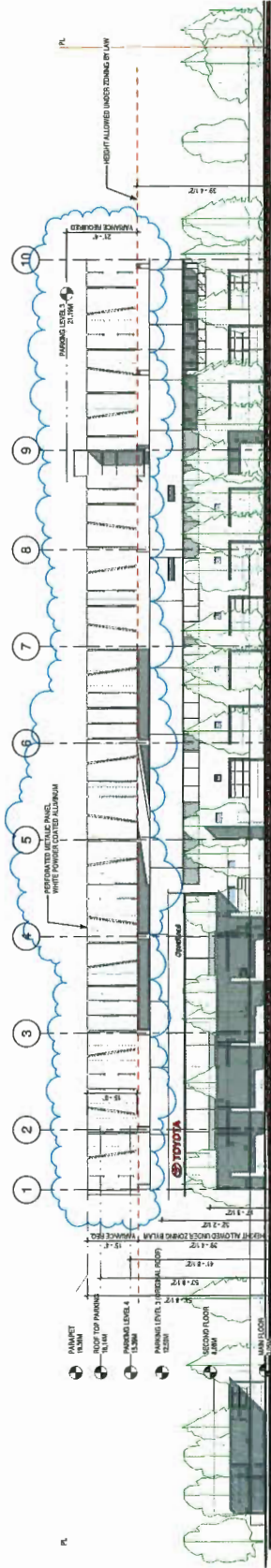
PROJECT NUMBER: 21-000

PLAN #4

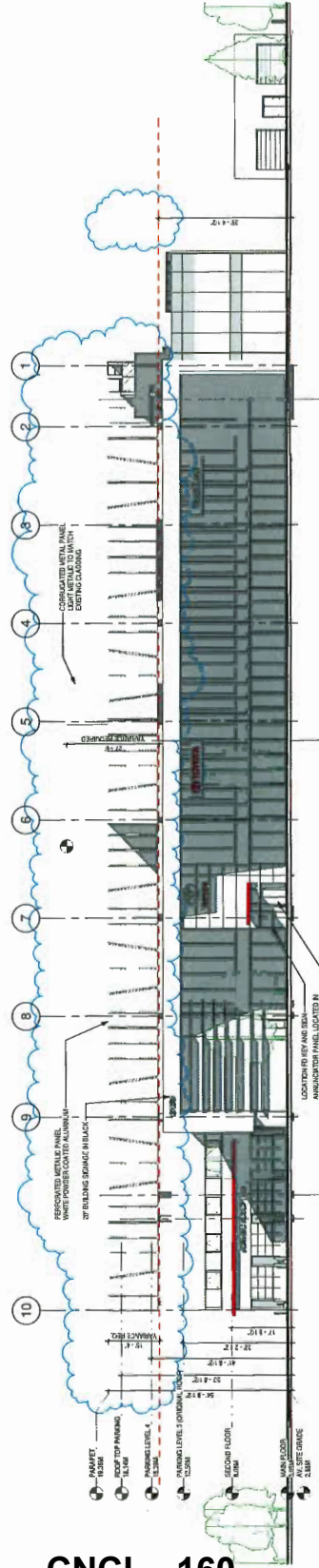
DP-010



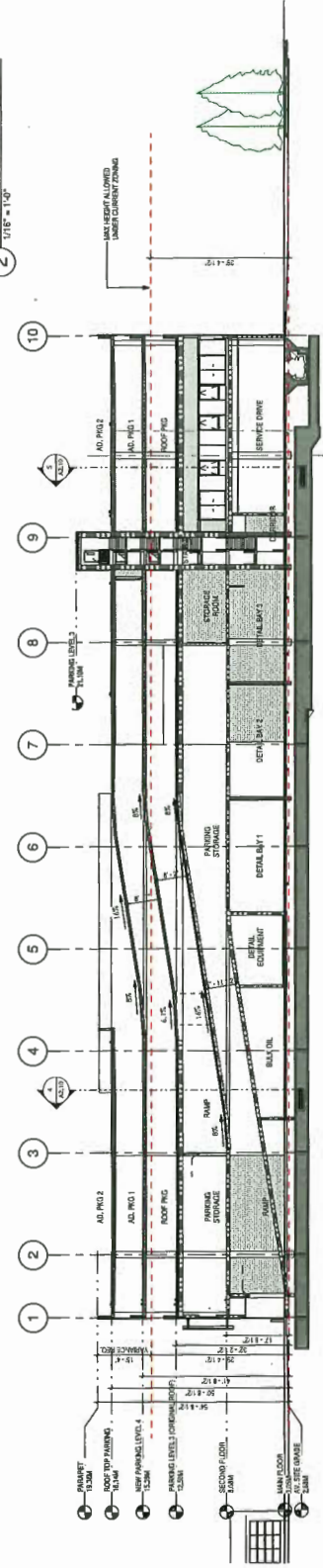




3 SOUTH ELEVATION  
1/8" = 1'-0"



2 NORTH ELEVATION  
1/8" = 1'-0"



1 SECTION THROUGH RAMP  
1/8" = 1'-0"

REVISION	DATE	DESCRIPTION
1	10.04.11	ISSUED FOR PERMIT
2	10.04.11	ISSUED FOR PERMIT

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OpenRoad Toyota Richmond  
DP 18-818762  
13102 SMALL WOOD PLACE, RICHMOND, BC

ELEVATIONS AND SECTIONS

SCALE: 1/8" = 1'-0"

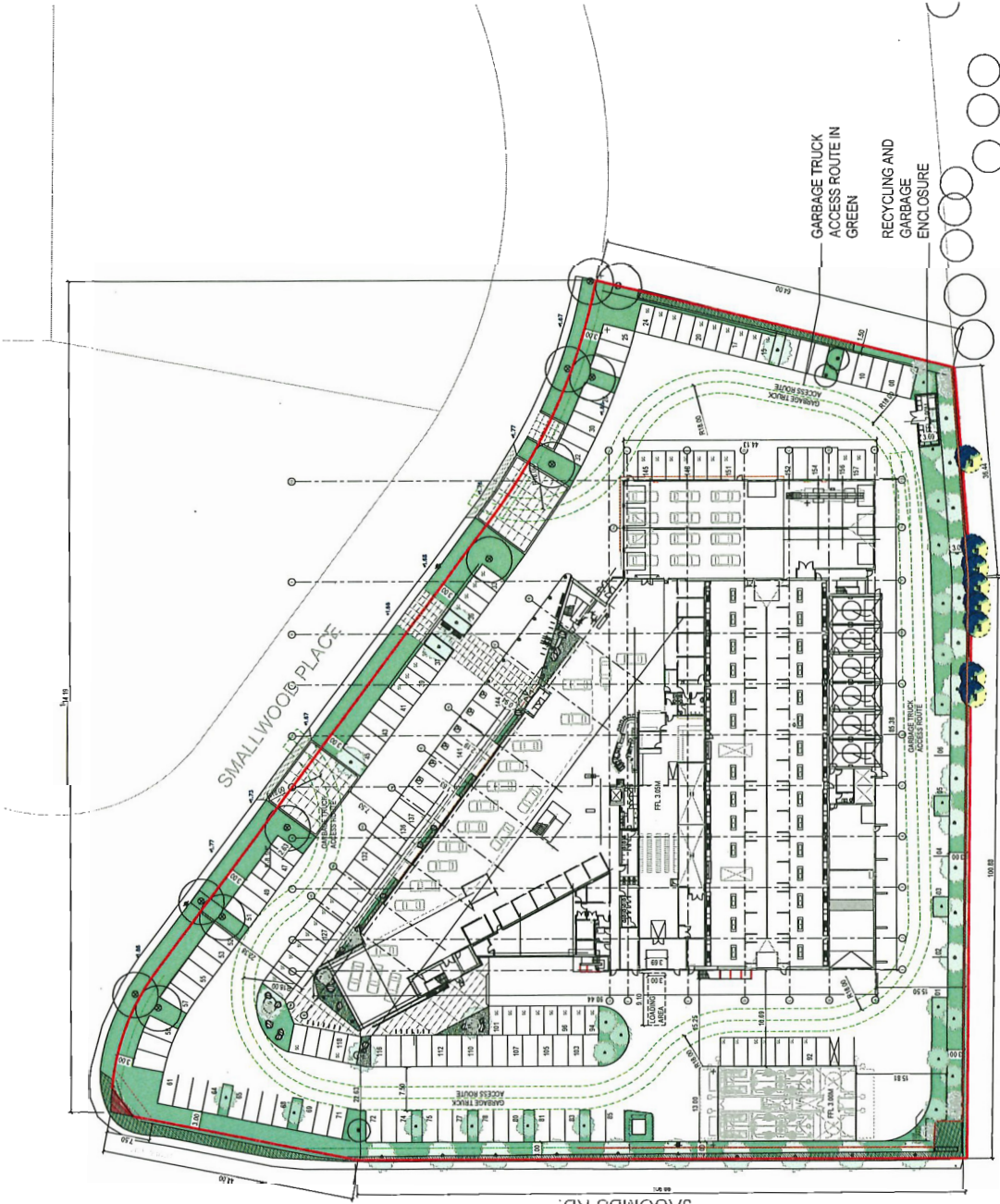
DATE: SEP 13, 2018

PROJECT NUMBER: 18-818762

PLAN #6

DP.012





CNCL - 161

NO.	DATE	DESCRIPTION
1	18.12.25	ISSUED FOR DP
2	18.12.25	REVISION

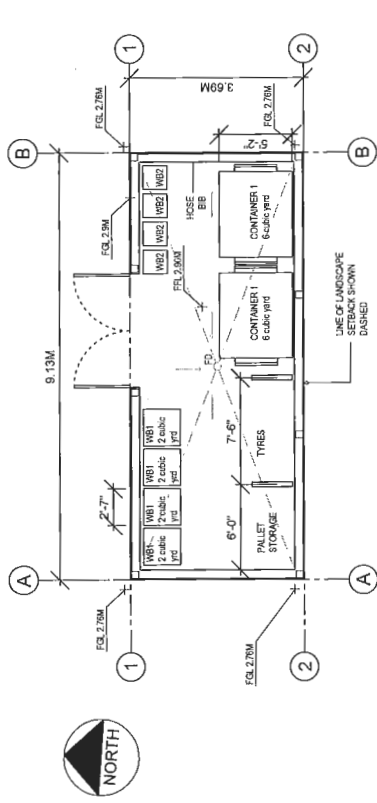
NOTES:  
1. All dimensions are in feet and inches.  
2. All dimensions are to the centerline of the road.  
3. All dimensions are to the centerline of the road.  
4. All dimensions are to the centerline of the road.  
5. All dimensions are to the centerline of the road.

OpenRoad  
Toyota Richmond

WASTE MANAGEMENT PLAN  
DP 18-818762

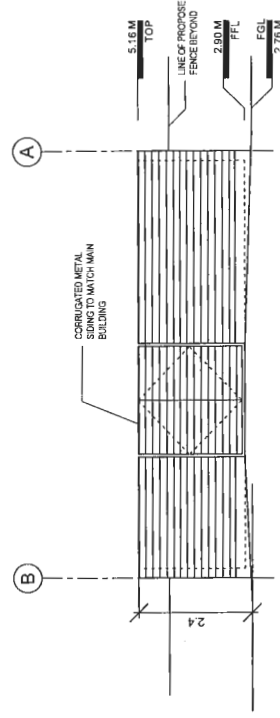
SCALE: 1" = 30'-0"  
DATE: Jan 1, 2016  
PROJECT NUMBER: 8891

DP0.30

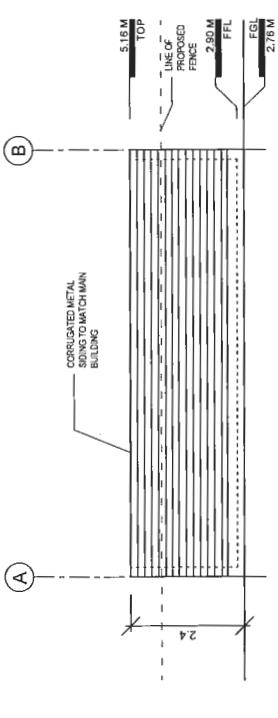


① GARBAGE ROOM PLAN  
1/4" = 1'-0"

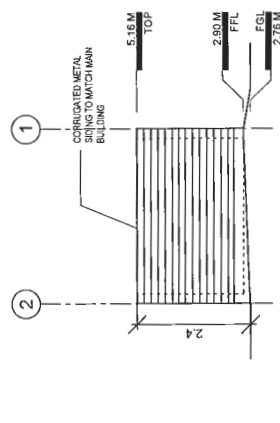
CNCL - 162



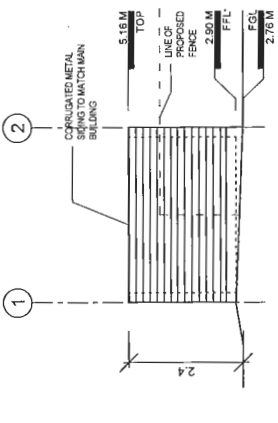
② NORTH ELEVATION  
1/4" = 1'-0"



③ SOUTH ELEVATION  
1/4" = 1'-0"



④ EAST ELEVATION  
1/4" = 1'-0"



⑤ WEST ELEVATION  
1/4" = 1'-0"

⑥ SITE PLAN SHOWING REVISED GARBAGE ROOM LOCATION  
1" = 30'-0"



6	18.10.25	ISSUED FOR LP
5	18.04.11	ISSUED FOR LP
4	17.12.09	ISSUED FOR ADDENDUM
3	17.03.27	ISSUED FOR BP ADDENDUM
2	16.06.10	ISSUED FOR BP
1	12.28.19	ISSUED FOR BP

REVISIONS  
DATE  
DESCRIPTION

NOTES  
1. All dimensions are in meters unless otherwise specified.  
2. All dimensions are to the centerline of the road unless otherwise specified.  
3. All dimensions are to the centerline of the road unless otherwise specified.  
4. All dimensions are to the centerline of the road unless otherwise specified.  
5. All dimensions are to the centerline of the road unless otherwise specified.  
6. All dimensions are to the centerline of the road unless otherwise specified.

OpenRoad  
Toyota Richmond

GARBAGE ENCLOSURE  
DP 18-818762

SCALE: 1" = 30'-0"  
DATE: JAN. 1, 2018  
PROJECT NUMBER: 18762  
DRAWN BY: [Name]  
CHECKED BY: [Name]  
APPROVED BY: [Name]

DP0.31  
10/1/2018

CONNECT LANDSCAPE ARCHITECTURE INC. DOES NOT WARRANT THE ACCURACY OF THE INFORMATION AND ELEVATIONS UTILIZED AND FOR CONCEALED STRUCTURES AT THE PROJECT SITE.

THE CONTRACTOR IS RESPONSIBLE FOR DETERMINING THE EXISTENCE, LOCATION, AND ELEVATION OF ALL UTILITIES AND IS RESPONSIBLE FOR NOTIFYING THE APPROPRIATE COMPANY, DEPARTMENT OR PERSONS OF ITS INTENTION TO CARRY OUT ITS OPERATIONS.

ARCHITECT:  
**CHRISTOPHER BOZYLAK, ARCHITECTS**

**PLAN #3B**

13	RE-ISSUED FOR DP	18-06-28
12	ISSUED FOR CONSTRUCTION	18-06-28
11	ISSUED FOR REVIEW BY P	17-02-18
10	ISSUED FOR TENDER	13-12-20
9	RE-ISSUED FOR DP	17-06-20
8	ISSUED FOR AIP	17-06-20
7	RE-ISSUED FOR DP	17-06-20
6	RE-ISSUED FOR DP	17-06-20
5	ISSUED FOR BUDGETING	17-02-24
4	RE-ISSUED FOR DP	17-02-06
3	ISSUED FOR DP	18-12-20
2	ISSUED FOR DP	18-02-27
1	ISSUED FOR CLIENT REVIEW	18-06-28

**OPENROAD TOYOTA**

13100 Smallwood Place  
Richmond, British Columbia

Scale:	1:300
Drawn:	AO
Reviewed:	KL
Project No.	09-490

**LANDSCAPE  
TREE MANAGEMENT**

**L0.1**

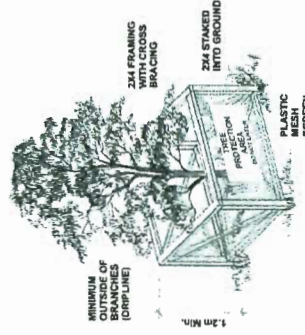
**TREE MANAGEMENT LEGEND**

DESCRIPTION	SYMBOL
EXISTING TREE TO BE REMOVED PER ARBORIST REPORT	⊗
EXISTING TREE TO BE RETAINED PER ARBORIST REPORT	⊕
TREE PROTECTION FENCING PER CITY OF RICHMOND	⊠

**TREE PROTECTION FENCING PER CITY OF RICHMOND**

TO BE REMOVED:	13
JACOBIE ROAD	3
SMALLWOOD PLACE	16
<b>TOTAL</b>	<b>29</b>
TO BE INSTALLED:	10 (7.6m CAL)
JACOBIE ROAD	3 (7.6m CAL)
SMALLWOOD PLACE	1 (7.6m CAL)
SOUTH PROPERTY LINE	14 (7.6m CAL)
<b>TOTAL</b>	<b>44 (28 @ 7.6m CAL)</b>

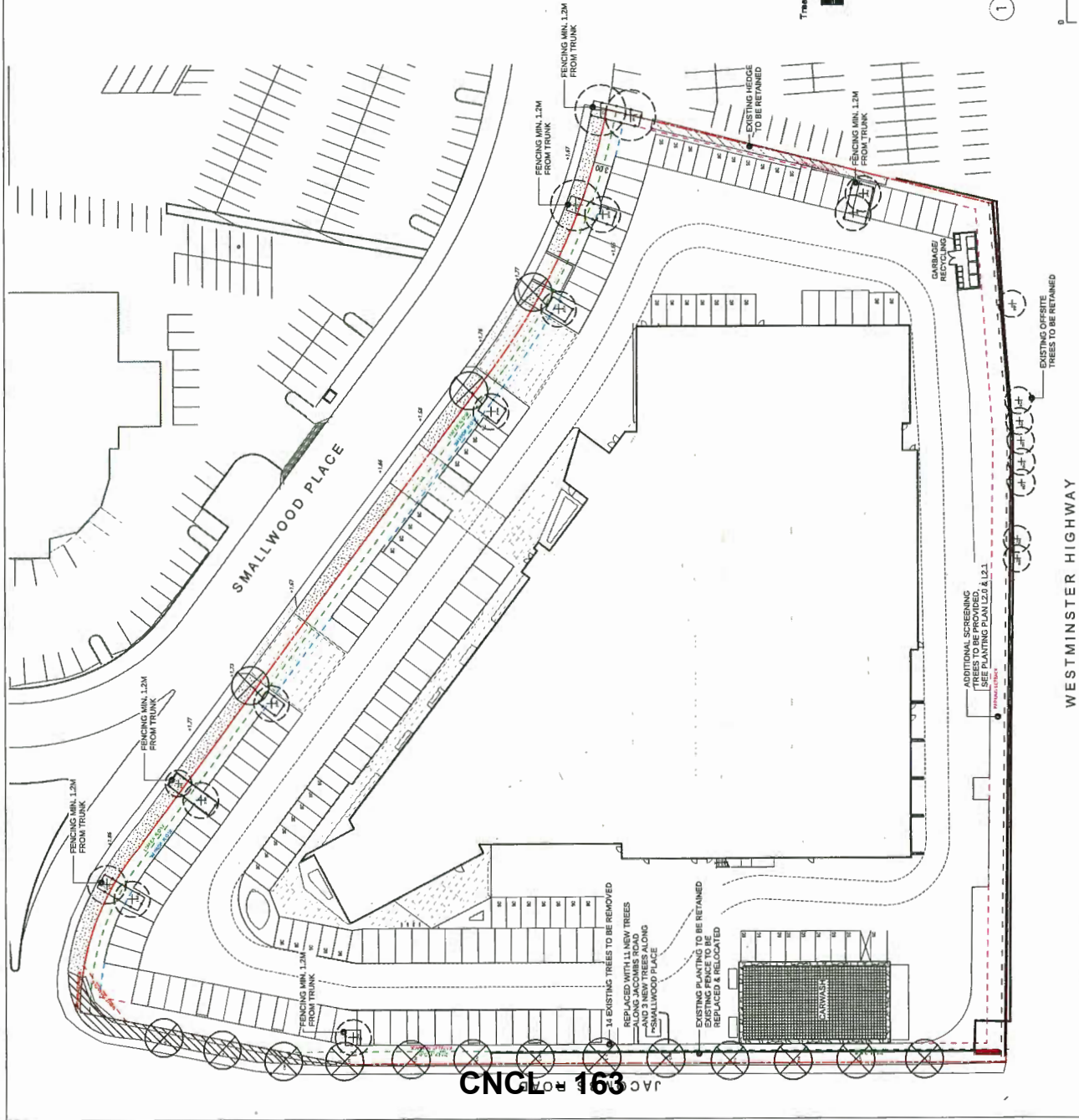
50% PLANTING AVAILABLE FOR NEW AND REPLACEMENT TREES



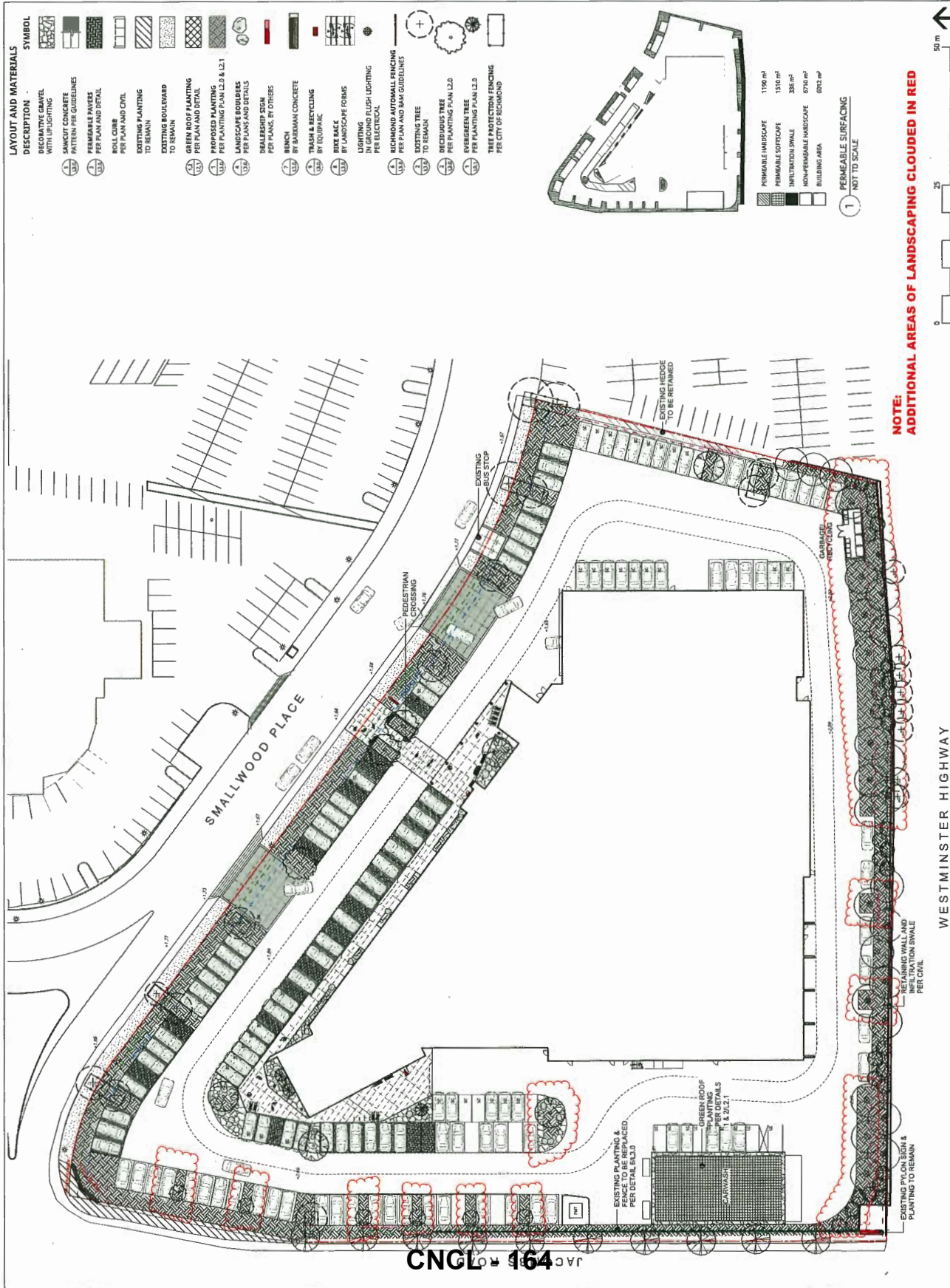
**Tree Protection Distance Table**

Tree Trunk Diameter (cm)	Minimum Protection Required Around Tree (m)	Minimum Protection Required Around Tree (m)	Total Diameter (m)
10	1.5	3.0	4.5
15	2.0	4.0	5.5
20	2.5	5.0	6.5
25	3.0	6.0	7.5
30	3.5	7.0	8.5
35	4.0	8.0	9.5
40	4.5	9.0	10.5
45	5.0	10.0	11.5
50	5.5	11.0	12.5
55	6.0	12.0	13.5
60	6.5	13.0	14.5
65	7.0	14.0	15.5
70	7.5	15.0	16.5
75	8.0	16.0	17.5
80	8.5	17.0	18.5
85	9.0	18.0	19.5
90	9.5	19.0	20.5
95	10.0	20.0	21.5
100	10.5	21.0	22.5
105	11.0	22.0	23.5
110	11.5	23.0	24.5
115	12.0	24.0	25.5
120	12.5	25.0	26.5
125	13.0	26.0	27.5
130	13.5	27.0	28.5
135	14.0	28.0	29.5
140	14.5	29.0	30.5
145	15.0	30.0	31.5
150	15.5	31.0	32.5
155	16.0	32.0	33.5
160	16.5	33.0	34.5
165	17.0	34.0	35.5
170	17.5	35.0	36.5
175	18.0	36.0	37.5
180	18.5	37.0	38.5
185	19.0	38.0	39.5
190	19.5	39.0	40.5
195	20.0	40.0	41.5
200	20.5	41.0	42.5

1 NOT TO SCALE







CONNECT LANDSCAPE ARCHITECTURE INC. DOES NOT WARRANT THE ACCURACY, COMPLETION, OR EXHAUSTIVENESS OF THE INFORMATION, AND EXPOSURE OF UTILITIES AND/OR CONCEALED STRUCTURES AT THE PROJECT SITE.

THE CONTRACTOR IS RESPONSIBLE FOR DETERMINING THE EXISTENCE, LOCATION, AND DEPTH OF ALL UTILITIES AND/OR CONCEALED STRUCTURES AND IS RESPONSIBLE FOR NOTIFYING THE APPROPRIATE COMPANY, DEPARTMENT OR PERSONS OF ITS INTENTION TO CARRY OUT ITS OPERATIONS.

ARCHITECT:

CHRISTOPHER BOZAK ARCHITECTS

## PLAN #3D

13	RE-DESIGNED FOR DP	18-09-26
14	ISSUED FOR CONSTRUCTION	18-09-26
15	ISSUED FOR REVIEW DP	17-05-18
16	ISSUED FOR TENDER	17-05-18
17	RE-DESIGNED FOR DP	17-05-18
18	ISSUED FOR DP	17-05-18
19	ISSUED FOR DP	17-05-18
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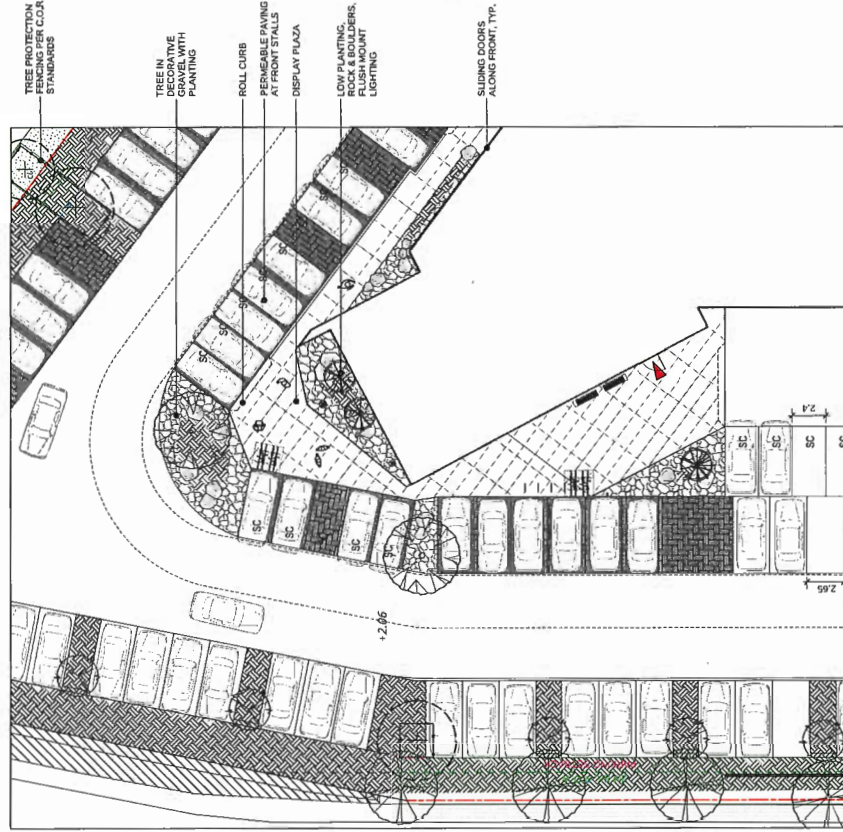
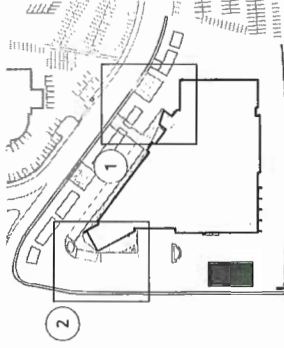
## OPENROAD TOYOTA

13100 Swallowwood Place  
Richmond, British Columbia

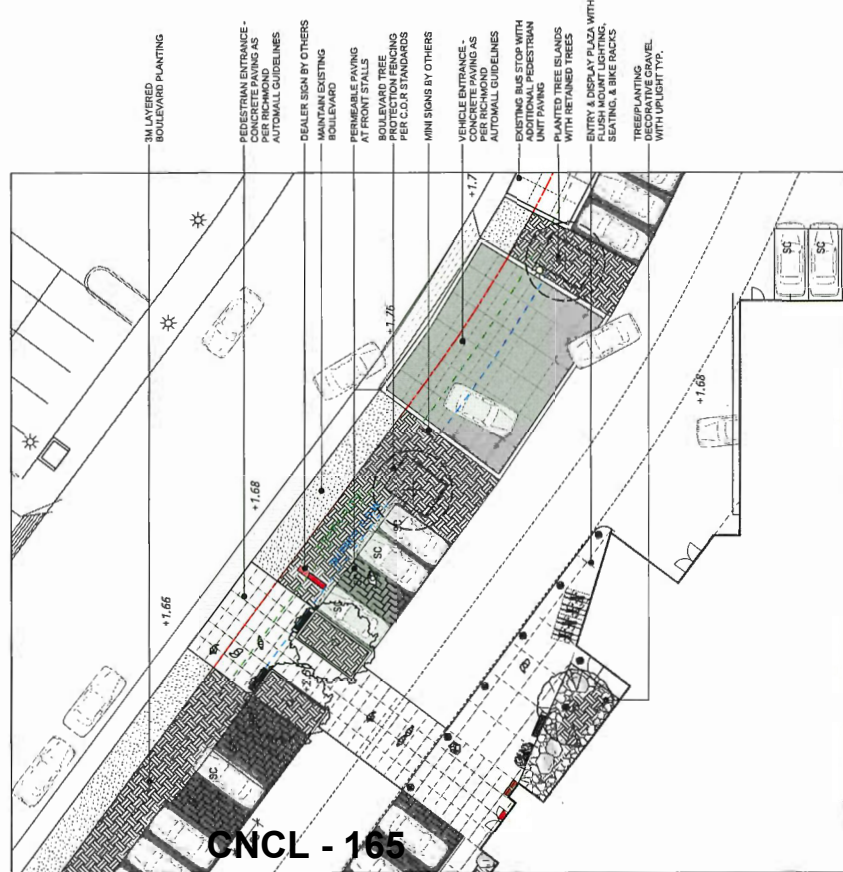
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Drawn:	KD
Reviewed:	KL
Project No.	08-400

## LANDSCAPE ENLARGEMENTS

L1.1



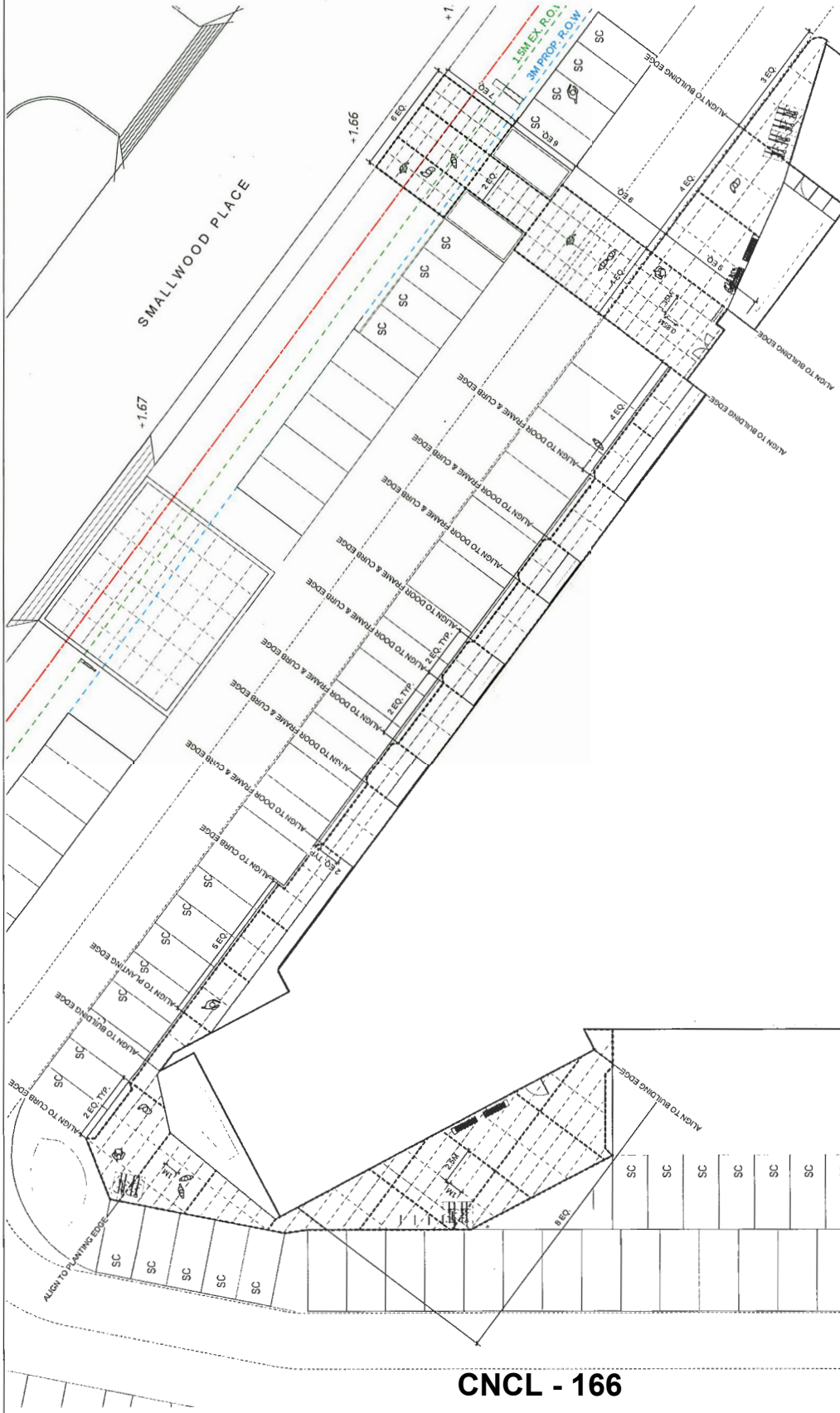
2 CORNER ENLARGEMENT PLAN  
Scale: 1:150



1 MAIN ENTRY ENLARGEMENT  
Scale: 1:150

CNCL - 165





## MATERIALS LEGEND

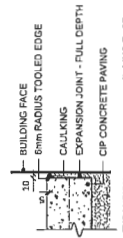
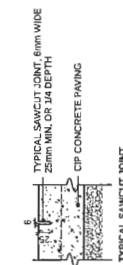
KEY	
SAWCUT JOINT PER PLAN AND DETAILS	
EXPANSION JOINT PER PLAN AND DETAILS	

## NOTES:

- NOTES:  
1. LIGHT SANDBLAST FINISH AS SPECIFIED  
2. REFER TO PLAN FOR SAWCUT JOINT LAYOUT DIMENSIONS.  
3. CONFIRM SAWCUT PLAN WITH LANDSCAPE ARCHITECT PRIOR TO COMMENCING WORK  
4. REFER TO CIVIL FOR VEHICULAR CONCRETE DETAILS AND SPECIFICATIONS.

**1** CIP CONCRETE PAVING JOINTS, TYP.

Sample: 41-E



CONNECT LANDSCAPE ARCHITECTURE INC. DOES NOT GUARANTEE THE EXISTENCE, LOCATION, OR CONSTRUCTION OF ANY UTILITIES OR STRUCTURES AT THE PROJECT SITE. THE CONTRACTOR IS RESPONSIBLE FOR DETERMINING THE EXISTENCE, LOCATION, AND ELEVATION OF ALL UTILITIES AND OR STRUCTURES AT THE PROJECT SITE. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS, DEPARTMENTS OR PERSONS OF ITS INTENTION TO CARRY OUT ITS OPERATIONS.

ARCHITECT:  
**CHRISTOPHER BOZYSKY ARCHITECTS**

**PLAN #3F**

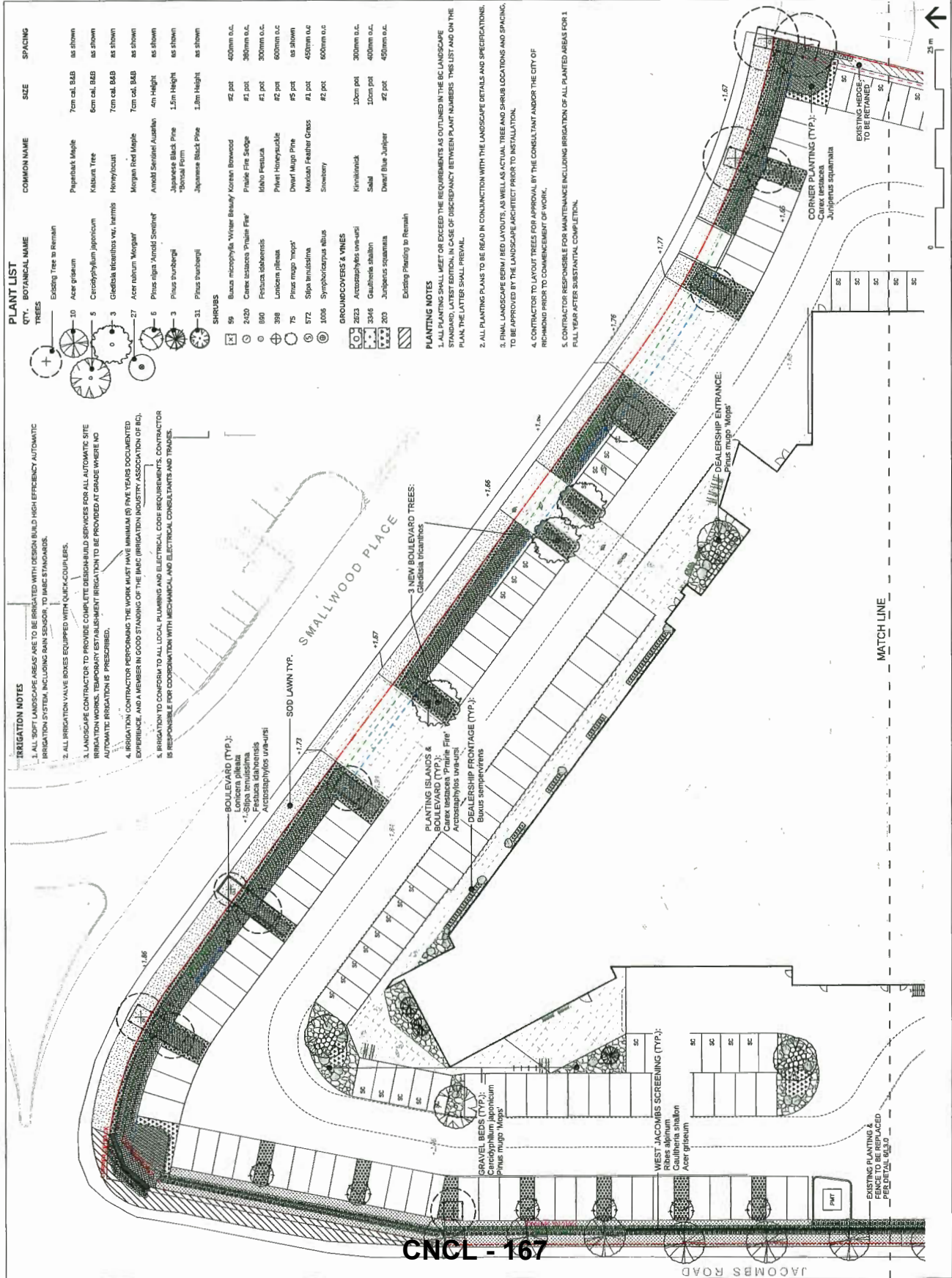
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14	ISSUED FOR CONSTRUCTION	15-09-28
15	ISSUED FOR REVISED DP	15-11-13
16	ISSUED FOR TENDER	17-11-20
17	RE-DESIGNED FOR DP	17-05-30
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100	ISSUED FOR DP	17-05-30

**OPENROAD TOYOTA**

13100 Smallwood Place  
Richmond, British Columbia  
Scale: 1:200  
Drawn: KD  
Reviewed: KL  
Project No: 06-490

**LANDSCAPE  
PLANT MATERIALS  
NORTH**

L2.0









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ARCHITECT:  
**CHRISTOPHER BOZAK, AIA, ARCHITECT**

## PLAN #3H

13	RE-ISSUED FOR DP	14-05-28
12	ISSUED FOR CONSTRUCTION	14-05-28
11	ISSUED FOR REVISED BP	17-12-15
10	ISSUED FOR TENDER	17-12-20
9	RE-ISSUED FOR DP	17-05-29
8	ISSUED FOR ADP	17-06-27
7	RE-ISSUED FOR DP	17-06-29
6	RE-ISSUED FOR DP	17-06-29
5	ISSUED FOR BIDDING	17-05-24
4	RE-ISSUED FOR DP	17-05-08
3	ISSUED FOR BP	16-12-28
2	ISSUED FOR DP	16-07-27
1	ISSUED FOR CLIENT REVIEW	16-06-29

## OPENROAD TOYOTA

13100 Smallwood Place  
Richmond, British Columbia

Scale:	AS SHOWN
Drawn:	KD
Reviewed:	KL
Project No.	06-490

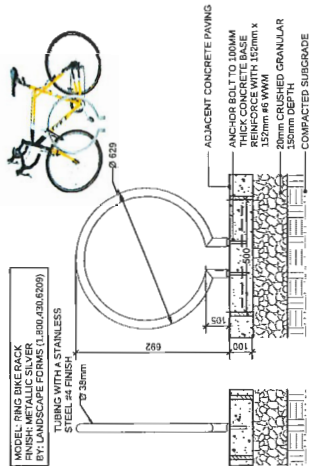
## LANDSCAPE DETAILS

L3.0



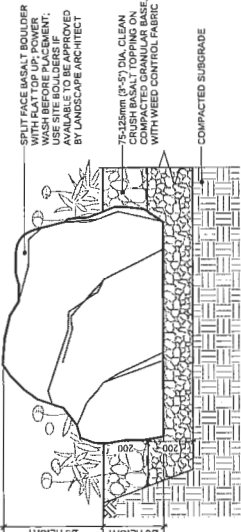
TYPE: ONE-SEATING BENCH  
BY: BARKMAN CONCRETE  
PORT MOODY, BC T7E 6B9, T810

### 7 CONCRETE BENCH



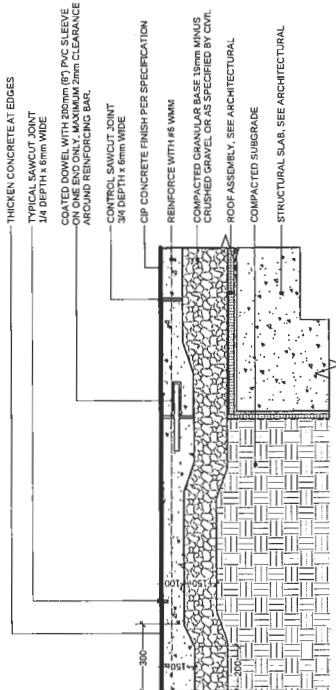
### 8 RING BIKE RACK BY LANDSCAPE FORMS

Scale: 1:10



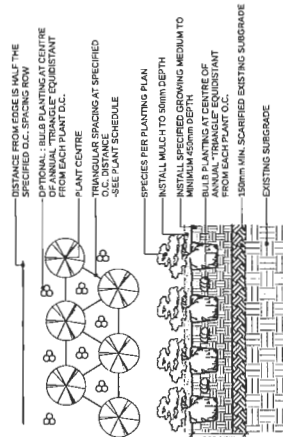
### 4 LANDSCAPE BOULDER

Scale: 1:10



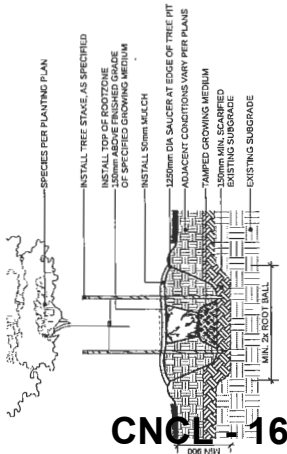
### 5 CIP CONCRETE ON GRADE / ON SLAB (TYPICAL)

Scale: 1:10



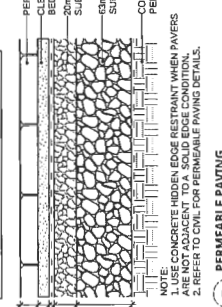
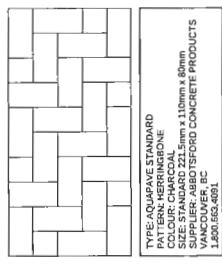
### 1 PLANTING ON GRADE (TYPICAL)

Scale: 1:25



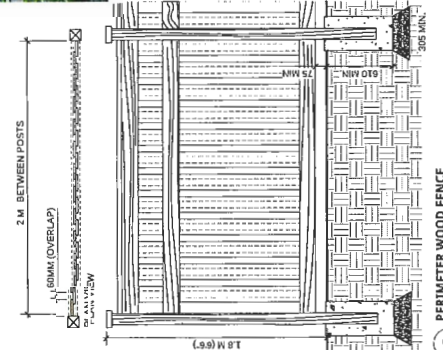
### 3 TREE PLANTING ON GRADE (TYPICAL)

Scale: 1:25



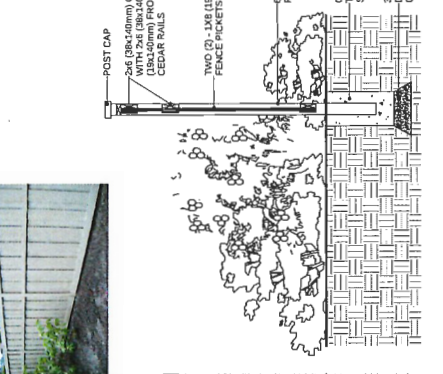
### 3 PERMEABLE PAVING

Scale: 1:10



### 6 PERIMETER WOOD FENCE

Scale: 1:20



### 9 TRASH/RECYCLING RECEPTACLE

Scale: 1:10



October 12, 2018

**MEMO TO:** Christian Chia, OpenRoad Toyota Richmond

**FROM:** RAMA Board of Directors

**RE:** OpenRoad Toyota Richmond Development Permit Application-  
Car Parking Addition

Dear Christian,

This letter is to inform you that your revised building design application submitted April, 2018 for the new OpenRoad Toyota Richmond dealership in the Richmond Auto Mall has been approved by RAMA's Board of Directors.

We note that the maximum Floor Area Ratio of 0.82 is higher than the municipal bylaw of .5 and that the proposed: roof height 15.46M, parapet height of 16.88M, stair tower 18.51M and elevator over-run of 20.39M exceed the bylaw maximum of 12M. Based on the variances granted on the recent Audi and Jaguar LandRover applications on these same two issues, the Board has also approved the variances on your application.

If you have any questions, please don't hesitate to call. On behalf of the Directors and myself, we wish you the very best with your new facility.

Kind regards,

A handwritten signature in black ink, appearing to be 'Gail Terry', written in a cursive style.

Gail Terry

General Manager, Richmond Auto Mall Association

CC: RAMA Board of Directors, Bibiane Dorval



**City of  
Richmond**

**Rezoning Considerations**  
Development Applications Department  
6911 No. 3 Road, Richmond, BC V6Y 2C1

**Address:** 13100 Smallwood Place

**File No.:** ZT 18-818765

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9948, the developer is required to complete the following:**

1. Provincial Ministry of Transportation & Infrastructure Approval.
2. The submission and processing of a Development Permit\* completed to a level deemed acceptable by the Director of Development.
3. City acceptance of the developer's offer to voluntarily contribute \$0.45 per buildable square foot (e.g. \$38,432) to the City's public art fund.

**Prior to Building Permit\* Issuance, the developer must complete the following requirements:**

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.
3. Incorporation of accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
4. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

**Note:**

- \* This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends

that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

---

Signed

---

Date



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9948 (ZT 18-818765)  
13100 Smallwood Place**

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

1. Richmond Zoning Bylaw 8500, section 10.7 entitled "Vehicle Sales (CV)", is amended by deleting subsection 10.7.4.1 d) in its entirety and replacing with the following:  
  
    d) 0.82  
        13100 Smallwood Place  
        P.I.D. 000-955-574  
        Lot 7 Section 5 Block 4 North Range 5 West New Westminster District Plan  
        68775 Except Plan EPP72489
2. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 9948**".

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

MINISTRY OF TRANSPORTATION APPROVAL

OTHER CONDITIONS SATISFIED

ADOPTED

_____
_____
_____
_____
_____
_____
_____

CITY OF RICHMOND
APPROVED by <i>AB</i>
APPROVED by Director or Solicitor <i>AL</i>

\_\_\_\_\_  
MAYOR

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





# City of Richmond

## Report to Committee

**To:** Planning Committee

**Date:** October 18, 2018

**From:** Barry Konkin  
Manager, Policy Planning

**File:** 08-4200-08/2018-Vol 01



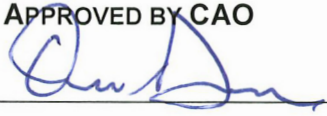
**Re:** Steveston Village Heritage Conservation Grant Program Update

### Staff Recommendations

1. That the staff report titled "Steveston Village Heritage Conservation Grant Program Update" dated October 18, 2018 be received for information.
2. That the updated Steveston Village Heritage Conservation Grant Program be approved.

  
Barry Konkin  
Manager, Policy Planning

BK: mp  
Att. 6

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

## Staff Report

### Origin

The Steveston Village Heritage Conservation Grant (SVHCG) Program was established to enable Council to collect contributions from development projects in exchange for additional density, and distribute funds for the exterior conservation of the 17 identified heritage buildings in the Steveston Village Heritage Conservation Area, two of which are owned by the City of Richmond. A map showing the 17 identified heritage buildings is included in Attachment 1 and Statements of Significance for these buildings are included in Attachment 2. Developer contributions have been collected since 2015.

This report recommends an update to the SVHCG Program to better promote and facilitate exterior conservation of the identified heritage buildings, and to utilize the heritage conservation funds collected to date.

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

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

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

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

*3.1. Growth and development that reflects the OCP, and related policies and bylaws.*

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

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

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

### Background

The purpose of the SVHCG Program is to utilize the developer-paid contributions associated with density bonus mechanisms outlined in the Steveston Area Plan in order to provide financial incentives to property owners to conserve the exterior of the 17 identified heritage buildings; 15 are privately-owned and two are City-owned.

The major source of the funding is contributions from developers in exchange for additional density over 1.2 Floor Area Ratio (FAR) up to a maximum 1.6 FAR on sites specified in the

Steveston Village Land Use Density and Building Height Map, included in the Steveston Area Plan. The current contribution rate is \$608.05 per m<sup>2</sup> (\$56.49 per ft<sup>2</sup>).

The grant program, as set out in existing Council Policy 5900 (Attachment 3), outlines a 50/50 cost-sharing model for grants. The maximum grant amount set out in the current policy is \$50,000 per identified heritage building, to be matched by private funds. For exceptional heritage conservation, Council may consider an additional \$25,000 per identified heritage building, so long as additional matching private funds are provided.

## **Analysis**

### Current Funding

Since the inception of the SVHCG Program in 2009, the City has collected \$970,581 from developers' contributions. The first contribution was received in 2015, and two subsequent contributions were received in 2017 and early 2018. Other recent developments that have taken place in the Steveston Village have chosen to build at 1.2 FAR or less, and were thus not required to provide a contribution to the grant program.

The current balance of the account is \$1,026,614.65, including an amount that was in the Heritage Trust Account prior to the adoption of the SVHCG program. No grants have been issued from this fund.

Given the healthy balance in the account, and the fact that no grants have yet been issued, staff undertook an assessment of the program to ascertain how it could be enhanced, and begin to find opportunities to use the funds for the intended purpose.

### Long-term Funding Potential

An evaluation of the estimated contribution capacity of the SVHCG Program was undertaken based on review of sites with redevelopment potential in the Village over the next 20 years. Based on the maximum possible density of 1.6 FAR above the base density of 1.2 FAR as set out in the current Steveston Area Plan, and the current contribution rate of \$56.49 per square foot and assuming full build out of these sites, it is estimated that the total accumulated balance of the account could be approximately \$5.5 million.

We note that there are timing considerations for the expenditures of the grant funding: if a number of grants provided to eligible projects over the short to medium-term, there could be a short to medium term funding gap, as developer contributions to replenish the fund are dependent upon rezoning applications being submitted. Staff will monitor grant requests and the available funding and advise Council of any potential shortfall.

The changes outlined in this report are intended to encourage property owners to undertake proposed heritage conservation work of the identified heritage buildings in order to utilize the funds for the designated purpose. Should the recommendations in this report be endorsed by Council, staff will work to implement the grant program and ensure that there is funding available at a base level for each of the 17 identified heritage resources in the Village.

### Proposed Changes

The following changes are proposed to better encourage owners to take advantage of the program, clarify the program's eligibility requirements and grant issuance process, and provide clear evaluation criteria. Also, the current Policy document has been restructured and rewritten to be more use-friendly. The proposed changes are reflected in a draft update to Council Policy 5900 (Attachment 4).

#### 1. Maximum Funding Amount

Given the current balance in the fund, together with the expectation that the fund will continue to grow over time, it is recommended that funding amounts be increased. The current maximum funding amount (\$50,000) is relatively modest and may not adequately cover the amount of restoration or rehabilitation work required to appropriately conserve the exterior of the 17 identified heritage building.

It is recommended that the maximum funding amount per identified heritage building be increased to \$150,000. This substantial grant amount, together with the 50/50 matching funds from the owner, would better support the conservation of Steveston's heritage character.

It is also proposed that the additional amount available for exceptional conservation projects be increased from \$25,000 to \$100,000. The 50/50 cost sharing basis would continue to be required for these additional grant requests. An exceptional conservation project is one that, in the opinion of a retained heritage consultant, would undertake a comprehensive restoration of a building, greatly enhancing the heritage value of Steveston Village. All exceptional conservation projects will be reviewed by staff based on the proposed evaluation criteria, and Council will make the final decision on eligibility for additional funding.

In order to assist with the conservation of identified heritage buildings owned by a registered non-profit society, it is proposed that the cost sharing basis be amended to 75/25. This would mean that a non-profit owner of an identified heritage building could apply for a grant that covers up to 75% of the total eligible expenses. The non-profit owner would be required to pay the remaining 25% of the eligible expenses.

Raising the grant amount to \$150,000 for each of the 15 privately-owned buildings would amount to a total grant expenditure of \$2.55 million. That would leave approximately \$2.95 million (at build out) which Council could use for exceptional conservation projects in the village.

#### 2. Eligibility Criteria

The proposed updated policy clarifies the eligibility criteria by providing a definition of "conservation" and providing additional examples of eligible and ineligible works.

“Conservation” means all actions or processes aimed at safeguarding the character-defining elements of an historic place to retain its heritage value and extend its physical life, as defined in the Standards and Guidelines for the Conservation of Historic Places in Canada.

Eligible expenses include not only restoration or rehabilitation works but also structural upgrades or repair of heritage elements of the buildings to prevent further deterioration or damage. Ineligible works include on-going regular maintenance works such as window and gutter cleaning, renovations which are not related to the historic elements of the building (e.g., interior renovations, or addition to buildings), and any work deemed inappropriate at the discretion of the Manager of Policy Planning.

The current Policy includes relevant consulting costs as an eligible expense but does not limit the amount that can be spent towards consulting fees. The proposed Policy still includes relevant consulting costs to hire a heritage professional to prepare a conservation plan and drawings as an eligible item but limit the eligible amount to 10% of the overall grant amount.

Also, the updated Policy clearly notes that contributors to the SVHCG Program may apply for a grant (e.g., if the site proposed to be redeveloped contains one of the 17 identified heritage buildings). However, the required contribution must be provided to the City prior to final approval of the accompanying rezoning or a Heritage Revitalization Agreement application.

### 3. Evaluation Criteria

The proposed updated policy includes the identification of evaluation criteria to assess grant applications. The following criteria are proposed so that proposed projects achieve the objectives of the program.

- How the proposed work contributes to preserving and enhancing the overall historic fabric of Steveston Village;
- The level of contribution of the proposed work in conserving the heritage character and conveying the historic significance of the building;
- How the proposed work helps extend the physical life of the building; and
- The overall quality of the submission and the applicant’s ability to carry out the project in a reasonable time-frame at reasonable costs and to secure other funding sources.

### 4. Grant Issuance Process

The grant issuance process and submission requirements are more clearly defined in the updated Policy, and will be supplemented by an updated information bulletin (Attachment 5).

The updated bulletin outlines the grant application procedures and minimum submission requirements. The bulletin also provides the contact information of the designated staff member who can provide further information on the program and help the property owners navigate associated application procedures (e.g., Heritage Alteration Permit and Building Permit).



If a grant application approved by Council, the eligible works must be completed before the grant is issued, and the following items must be submitted and accepted by City staff prior to the grant issuance.

- A letter from the applicant/owner indicating the actual cost of the completed project accompanied by paid bills as proof and a request for payment of the grant;
- A project completion report from the project manager (e.g., independent contractor who has completed the work) confirming that the work has been completed in accordance with the approved plans and specifications, including a complete list of actual improvements and installation methods. The report must include a copy of written warranties of all applicable work; and
- Photographs of the completed project.

The works covered by the approved grant must be completed within 24 months of the date of the approval by Council. After that time, the grant approval will expire.

### **Richmond Heritage Commission**

The Richmond Heritage Commission (RHC) reviewed the proposed changes at its meeting held on October 17, 2018, and supported the proposed changes outlined in the draft Policy. The minutes of the RHC are attached to this report (Attachment 6).

At the same meeting, the RHC discussed benefit of providing grants for interior restorations and requested that Council and staff consider grants for interior works for the purpose of historical restoration.

Protection of interior features is typically accomplished through a heritage designation bylaw or a Heritage Revitalization Agreement. As none of the buildings' interior features in the village are so protected, the grant funds should be used for exterior building upgrades.

### **Next Steps**

In addition to the updated bulletin that will be posted on the City website, staff propose the following additional implementation actions:

- **Information Session/Workshop**  
In January 2019, staff will invite the property owners of all of the 15 privately-owned buildings to an information session about the SVHCG Program. The purpose of the information session will be to share information about the program and application procedures and to obtain feedback from the property owners on the updated program.
- **One-on-One Meetings with Owners**  
Following the information session, staff propose to contact the individual property owners to set up separate one-on-one meetings in February 2019. This will allow staff to provide tailored assistance and also to identify any specific conservation works that may be

envisioned for the site. Staff will also follow up with property owners on a regular basis to discuss possible grant applications and restoration projects.

Staff will report back to Council in six months (May 2019) regarding the outcome of the information session and meetings with individual owners.

### **Financial Impact**

The recommendations in this report have no financial impact as the source of funds for the program remains unchanged (i.e., density bonus contributions, other grants and donations).

### **Conclusion**

Staff recommend that the Steveston Village Heritage Conservation Grant Program be updated to further encourage the conservation of the exterior of the 17 identified heritage buildings in the Steveston Village Heritage Conservation Area.

If the updated program is approved, staff will hold an information session and meetings with individual property owners to share the information about the program and explore conservation ideas.



for Minhee Park,  
Planner 2

MP:cas

Attachment 1: Map Showing the 17 Identified Heritage Buildings

Attachment 2: Statements of Significance

Attachment 3: Current Council Policy 5900

Attachment 4: Draft Council Policy 5900 with Proposed Changes




Attachment 5: Draft Information Bulletin

Attachment 6: Excerpt Minutes from October 17, 2018 Richmond Heritage Commission Meeting

Map 1 - Steveston Village Heritage Conservation Area (HCA):  
Resources and Modified 1892 Historic Lot Lines Map



### LEGEND

	Non Heritage Building		Identified Heritage Resource		Historic Lot Lines
①	3811 Moncton St.: "Japanese Doctors'/Hospital Office" relocated from 4091 Chatham St.	⑦	3580 Moncton Street "Hepworth Block"	⑬	3831 Moncton Street "Ray's Drygoods/Budget Appliance"
②	3711/3731 Chatham Street "Steveston Methodist Church"	⑧	3611 Moncton Street "Marine Garage"	⑭	3871 Moncton Street "Bare Basics"
③	12011 3 <sup>rd</sup> Avenue "Steveston Courthouse"	⑨	3680 Moncton Street "Wakita Grocery"	⑮	3891 Moncton Street "Tasaka Barbershop"
④	12111 3 <sup>rd</sup> Avenue "Sockeye/Steveston Hotel"	⑩	3700 Moncton Street "Redden Net/ Atagi Building"	⑯	12191 1 <sup>st</sup> Avenue "Japanese Buddhist Temple"
⑤	3460 Moncton Street "Dave's Fish & Chips"	⑪	3711 Moncton Street "Cannery Café"	⑰	12311 No 1 Road "Prickly Pear Garden Center"
⑥	3480 Moncton Street "Watsida Building/ Riverside Art Gallery"	⑫	3811 Moncton Street "Steveston Museum/Northern Bank"		

Sept 8, 2009

## Steveston Village Conservation Program

Chatham Street  
resources

## 35. 4091 Chatham Street

*\* Relocated to 3811 Moncton Street*

## Description



Often referred to as the Folk Victorian House, this building is a one-storey rectangular residential structure with a hipped roof. It is located on a small lot on an extension of Chatham Street to the east of No. 1 Road. It is one of two small homes located side by side on this short, narrow street which was formerly a private road.

## Values



Originally the Doctor's Office and Nurses Residence associated with the Steveston Fisherman's Hospital, this building is valued for its historical association to the history of the Japanese in Richmond. The building was originally located in the Fisherman's Hospital complex at the north-east corner of No. 1 Road facing Chatham Street, a site operated by the Fisherman's Benevolent Society.

The house was moved to its present location and used as a private residence following the forced evacuation of the Japanese population during the Second World War, and is representative of the general reorganization of this once-predominantly Japanese precinct following expropriation.

Its location in this particular area of the Village reflects the growth in the Japanese population in the core of Steveston as families began to join the young men working in the local fishery and canneries in the early decades of the 20th Century. Along with other nearby buildings, such as the Japanese School and the Fishermen's Hospital, the Office/Residence characterized this area as a precinct of Japanese culture and services.

This building is also valued as an architectural example of its type, a 1920s residence, which is an important characteristic of the Japanese cultural background in this area of Steveston.

## Character-Defining Elements

The character-defining elements of 4091 Chatham Street include:

- The remaining characteristic elements of the 1920s style
- Large trees, both evergreen and deciduous, that surround the house and which speak to its residential character
- The location of the house on this short narrow portion of Chatham Street, almost a back lane, which recalls the historical orientation of the buildings in the area

This resource met the following criteria:

- Criterion 3: The level of importance of associations with an era important in Steveston's history and development
- Criterion 4: The intactness, scale, form and materials



## Steveston Village Conservation Program

### Chatham Street resources

#### 36. 3731 Chatham Street Steveston Bicycle Shop



##### Description

The Steveston Bicycle Shop is situated on a prominent corner lot on Chatham Street and Second Avenue. The building is T-shaped with a front gable facing the street and a side gable behind. It has a steeple and an entry porch with a gable roof.

##### Values

Built by volunteer labour in 1894, this is the oldest extant church building on its original site in Richmond. Its architectural style reflects the modest early church structures which serviced the populations of Steveston, particularly those working in the canning and fishing industries.

This historic place is also valued for its connections with the First Nations and culturally diverse populations of the Steveston community, seen in its historic associations with the Methodist Indian Mission and Steveston Methodist Church, and its later function as the first United Church in Canada to amalgamate

Japanese and Caucasian congregations after WW II.

The location of this building on Chatham Street is important, as it reflects the need to accommodate what was once a primarily residential area, yet has a reasonably close proximity to the commercial core and waterfront of the village.

##### Character-Defining Elements

The character-defining elements of the Steveston Bicycle Shop include:

- Its location on Chatham Street, and its relationship to the commercial core and waterfront
- Its historic associations with the Steveston Methodist Church, the Methodist Indian Mission, and the Steveston United Church, and any surviving evidence thereof
- Its simple wooden construction and church form, including its cross-gable form, its cupola, and historic arched windows and window openings.
- Its architectural style that reflects its original use as a church, including its T-shaped plan, front gable roof and façade, arched windows, steeple, and gable-roofed entry porch

This resource met the following criteria:

- Criterion 1: The overall contribution of the resource to the heritage value and character of Steveston
- Criterion 2: The ability of the resource to represent a certain historical process and function
- Criterion 3: The level of importance of associations with an era important in Steveston's history and development
- Criterion 4: The intactness, scale, form and materials

A36



## Steveston Village Conservation Program

3rd Avenue  
resources



### 48. 12011 3rd Avenue Steveston Courthouse

#### Description

The Steveston Courthouse is a simple, rectangular, utilitarian structure with Craftsman influences such as a front gable roof and gable pediment over the entry door. Its entry directly fronts the sidewalk of Third Avenue.

#### Values

The Steveston Courthouse is an important monument to the social well-being of the village since the 1890s. It is valued for its historic uses as a judicial and community facility; the building housed court sessions in the 1920s and '30s, the Red Cross during World War II, and became a meeting place and community hall after World War II. As a symbol of early community building and development, the courthouse also possesses important associative values representative of political relationships between the early Richmond Township and the various villages within its jurisdiction.

The association of this site with an earlier courthouse jail, and firehouse originally located next door makes it a monument to civic protection and safety.

Steveston Courthouse is also valued as a fair example of a utilitarian community structure with Craftsman style influences. It is significant that this simple wooden building survived the fire of 1918.

#### Character-Defining Elements

The character-defining elements of the Steveston Courthouse include:

- Its location on this site, and its relationship to the street
- The utilitarian structure of the courthouse consisting of a simple rectangular plan, lapped wood and shingle siding, wooden sash casement windows, and an entry directly off the street
- Craftsman details such as exposed, painted rafter ends, decorative brackets supporting the eaves of the gabled entry roof, and wood cladding
- The location of the two front doors in the right and left hand walls of the recessed entry
- Its symbolic importance as a courthouse and community hall serving the residents of Steveston

This resource met the following criteria:

- Criterion 1: The overall contribution of the resource to the heritage value and character of Steveston
- Criterion 2: The ability of the resource to represent a certain design and style
- Criterion 3: The level of importance of associations with an era important in Steveston's history and development
- Criterion 4: The scale, form and materials

A48

## Steveston Village Conservation Program

### Moncton Street resources



### 22. 12111 3rd Avenue Steveston Hotel/Sockeye Hotel

#### Description

The Steveston Hotel (Sockeye Hotel) takes up the west side of a full block along Third Avenue. The historic place is a two-storey, utilitarian structure with a flat, unarticulated façade and a flat roof. It directly fronts the street, without transition or landscaping.

#### Values

The Steveston Hotel is valued for its historic association with the development of the Steveston townsite and its social and cultural value as a community gathering place and local business. Constructed in 1894, the hotel represents the economic infrastructure which supported the local fishing and canning industries historically, and the tourism industry today. As an historic and longstanding fixture in the community, it is significant that this historic place has had continuing use as a gathering place for the town's citizens, and continues to operate in its original function today.

Architecturally, the Steveston Hotel is an excellent example of a building which predates the fire of 1918. A significant landmark building in the commercial downtown of the village, it represents the growth of Steveston as a prosperous frontier town in the late nineteenth and early twentieth centuries. It is also important to note the role of this building as a refuge for many after the fire, and its contribution to rebuilding the town seen in its temporary housing of the Steveston Post Office for a time.

#### Character-Defining Elements

The character-defining elements of the Steveston Hotel include:

- The hotel's landmark status at the terminus of Steveston's main street
- Its prominent location at the corner of Moncton Street and 3rd Avenue
- The liveliness and diversity the establishment lends to the street edge along 3rd Avenue
- Surviving elements of its two stages of construction, seen in such elements as its flat-roofed form and simple lines

This resource met the following criteria:

- |              |  |
|--------------|--|
| Criterion 1: | The overall contribution of the resource to the heritage value and character of Steveston  |
| Criterion 2: | The ability of the resource to represent a certain historical process, function and style  |
| Criterion 3: | The level of importance of associations with an era in Steveston's history and development |
| Criterion 4: | The intactness and evocative qualities   |

## Steveston Village Conservation Program

### Moncton Street resources

#### 23. 3460 Moncton Street Dave's Fish and Chips



##### Description

Dave's Fish and Chips is a small wooden commercial building with a gable roof and a false-front façade located on the main commercial street in the village.

##### Values

Dave's Fish and Chips is valued for the physical contribution it makes to an almost-continuous façade of simple, wood frame, false front style commercial buildings along Moncton Street. It is a valuable part of the pattern of commercial development and continuing historic pattern, rare in the city of Richmond, which characterized Steveston in the early part of the twentieth century as the area boomed in population and economic wealth from farming and fishing. Dave's Fish and Chips is one of a number of buildings which stand as symbols of the efforts to rebuild Steveston after the waterfront fire of 1918.

##### Character-Defining Elements

The character-defining elements of Dave's Fish and Chips include:

- Its small-scale form
- Its key elements which identify it as an early-twentieth century commercial building, including its false-front, its relationship to the street
- Its contribution to the historic streetscape of contiguous buildings of a similar nature

This resource met the following criteria:

- Criterion 1: The overall contribution of the resource to the heritage value and character of Steveston
- Criterion 2: The ability of the resource to represent a certain design, function, technique and style
- Criterion 3: The level of importance of associations with an era in Steveston's history and development
- Criterion 4: The intactness and evocative qualities



## Steveston Village Conservation Program

### Moncton Street resources



### 24. 3480 Moncton Street Riverside Art Gallery/Watsida Building

#### Description

The Riverside Art Gallery (Watsida Building) is part of a row of commercial buildings along Moncton Street in downtown Steveston. All of the buildings are of a similar age and scale, and present a continuous façade of small retail shops flush to the sidewalk.

#### Values

The building is valued for the physical contribution it makes to an almost-continuous façade of simple, wood frame, false front style commercial buildings along Moncton Street. The Riverside Art Gallery building was reconstructed after Steveston's waterfront fire of 1918, reflecting the effort made to rebuild the townsite.

The building represents the pattern of commercial development which characterized Steveston in the early part of the twentieth century. Its location along a north/south lane emphasizes its narrow street frontage, horizontal scale and modular construction.

Its association with former Japanese owners and businesses is important as a reflection of the cultural diversity which facilitated the economic growth of the village.

#### Character-Defining Elements

The character-defining elements of the Watsida Building include:

- Design details typical of early commercial buildings including a front gable roof, square false front with a decorative cornice and brackets, typical rectangular building behind, and horizontal wood clapboard cladding
- The height, scale, and massing of the building typical of the streetscape
- Its orientation and relationship to Moncton Street
- Its presence as part of the historical development form of the street which creates a diverse, articulated edge and a sense of enclosure
- Its association with Mr. I. Watsida, who constructed the building and conducted business there in the 1920s and 30

This resource met the following criteria:

- Criterion 1: The overall contribution of the resource to the heritage value and character of Steveston
- Criterion 2: The ability of the resource to represent a certain design, function, technique and style
- Criterion 3: The level of importance of associations with an era in Steveston's history and development
- Criterion 4: The intactness, scale, form and materials

## Steveston Village Conservation Program

### Moncton Street resources

### 25. 3580 Moncton Street Hepworth Block

#### Description

The Hepworth Block is a three-storey, rectangular brick building sited flush to commercial buildings on Moncton Street the sidewalk on a prominent corner of Steveston's commercial district at Moncton and Second Avenue. The building encompasses three storefronts along Moncton Street. The neighbouring buildings are smaller-scaled and contrast with the massing of the Hepworth Block.

#### Values

The Hepworth Block is valued as a Steveston landmark and is a good example of a simple commercial and residential building of the early twentieth century. Its brick construction gives it a functional and aesthetic durability which has endured through various periods of change within the Steveston town centre, and enabled the building to survive the 1918 fire. Its landmark status is emphasized by its juxtaposition with the scale and material of surrounding buildings, all of which are smaller and primarily wood frame.

As a mixed used commercial and residential building, the Hepworth Block is reflective of the need for commercial diversity in the community. A rare three storey brick building in Steveston, the Hepworth Block is associated with an early prominent professional in the Village.

#### Character-Defining Elements

The character-defining elements of the Hepworth Block include:

- Its prominent location at the intersection of Moncton Street and 2nd Avenue
- Its significant contribution to the historic commercial streetscape
- Its multi-purpose form, with storefronts at street level and residential space above
- Its commercial building style as demonstrated by its elegant brick
- building material, horizontal massing, windows, its size and its height, all contributing to its landmark status on Moncton Street

This resource met the following criteria:

- Criterion 1: The overall contribution of the resource to the heritage value and character of Steveston
- Criterion 2: The ability of the resource to represent a certain design, function, technique and style
- Criterion 3: The level of importance of associations with an era in Steveston's history and development
- Criterion 4: The intactness, scale, form and materials





## Steveston Village Conservation Program

### Moncton Street resources



### 31. 3611 Moncton Street Marine Garage

#### Description

The Marine Garage is a one-storey horizontally massed Art Deco building constructed to provide fuel and servicing for vehicles. It is located on a prominent corner of Moncton Street.

#### Values

The Marine Garage is valued as a unique reflection of the mixed-use nature of both Moncton Street and Steveston itself, which accommodated businesses, residences, and professional and industrial uses, the latter mostly associated with the canning and fishing industries. The building is valuable as an indicator of the evolution of Steveston from a frontier town, and the changes that came with the wider-spread use of the automobile, reflecting social changes over time. Its role in providing fuel and repairs for vehicles in Steveston is indicative of the self-sufficient functioning of the town, which provided the community with everything it needed.

It is significant that the garage is situated on Moncton Street, historically the primary commercial street in Steveston.

#### Character-Defining Elements

The character-defining elements of the Marine Garage include:

- The corner location typical of early garages
- The setback from the corner leaving space for vehicles and fuel pumps
- The streamlined form of the building
- The functional yet stylistic details of the building including the angled building corner and entry doorway, horizontal canopy, large plate glass windows and multi-paned garage door

This resource met the following criteria:

- Criterion 1: The overall contribution of the resource to the heritage value and character of Steveston
- Criterion 2: The ability of the resource to represent a certain design, function, technique, and style
- Criterion 3: The level of importance of associations with an era important in Steveston's history and development
- Criterion 4: The intactness, scale, form, materials

## Steveston Village Conservation Program

### Moncton Street resources



### 26. 3680 Moncton Street Wakita Grocery

#### Description

The Wakita Grocery store is a rectangular, wood framed, false fronted building, part of a row of commercial buildings facing Moncton Street in downtown Steveston. The building is located on a north/south lane.

#### Values

The Wakita Grocery building is valued for being one of several buildings that create the characteristic almost-continuous façade of simple, wood frame, false front style commercial buildings along Moncton Street.

It is a valuable part of the pattern of commercial development and continuing historic pattern, rare in the city of Richmond, which characterized Steveston in the early part of the twentieth century as the area boomed in population and economic wealth from farming and fishing. Wakita Grocery is one of a number of buildings which stand as symbols of the efforts to rebuild Steveston after the waterfront fire of 1918.

Its association with former Japanese owners and businesses is important as a reflection of the cultural diversity which facilitated the economic growth of the village.

#### Character-Defining Elements

The character-defining elements of Wakita Grocery include:

- The building's front gable roof and the false front typical of many of Steveston's commercial buildings constructed early in the century, and its typical rectangular building form behind
- The height, scale and massing of the building typical of the streetscape
- Its orientation and relationship to Moncton Street
- Its presence as part of the historical development form of the street, which creates a diverse, articulated edge and a sense of enclosure
- Its association with K. Nakashima's Marine Grocery (1927-1930) and with the Wakita Grocery (1930-1947), and surviving evidence thereof

This resource met the following criteria:

- Criterion 1: The overall contribution of the resource to the heritage value and character of Steveston
- Criterion 2: The ability of the resource to represent a certain design, function, technique and style
- Criterion 3: The level of importance of associations with an era in Steveston's history and development
- Criterion 4: The intactness, scale, form and materials

## Steveston Village Conservation Program

### Moncton Street resources



### 27. 3700 Moncton Street Redden Net Company/Atagi Building

#### Description

The Redden Net Company (Atagi Building) is part of a row of commercial buildings along Moncton Street in downtown Steveston. It is a rectangular, wood framed, false fronted building facing Moncton Street and located on a north/south lane.

#### Values

The Redden Net Company building is historically important for having survived the 1918 Steveston fire, making it one of the original and earliest commercial buildings on Moncton Street. As a survivor of the fire, it is important as a model for the rebuilding of Moncton Street which created a façade of similarly scaled wood frame, false front style commercial buildings. It is a significant part of the early pattern of commercial development which characterized Steveston in the early part of the 20th century.

Oriented towards, and built flush to the street, the Atagi Building emphasizes the flow of pedestrian traffic along the village's main commercial thoroughfare. Its location adjacent a north/south laneway emphasizes the buildings horizontal massing and narrow street frontage.

#### Character-Defining Elements

The character-defining elements of the Atagi Building include:

- The building's front gable roof and distinctive stepped parapet false front, and its typical rectangular building form behind
- The height, scale and massing of the building typical of the streetscape
- Its location as part of the historical development form of the street which creates a diverse, articulated edge and a sense of enclosure
- Commercial glazed windows and recessed entry
- Horizontal narrow wood cladding

This resource met the following criteria:

- Criterion 1: The overall contribution of the resource to the heritage value and character of Steveston
- Criterion 2: The ability of the resource to represent a certain design, function, technique and style
- Criterion 3: The level of importance of associations with an era in Steveston's history and development
- Criterion 4: The intactness, scale, form and materials



## Steveston Village Conservation Program

### Moncton Street resources



*An earlier incarnation*

### 32. 3711 Moncton Street Cannery Café

#### Description

The Cannery Café is a two level, gabled roofed structure with shed extensions on each side, located on the on the main commercial street in the village, and slightly set back from the street.

#### Values

Originally constructed c.1900 as the cookhouse for the Lighthouse Cannery at the foot of 1st Avenue, the building is significant as an early example of a cannery support facilities; it is an expression of the social and economic operations of the canneries in which workers lived in bunkhouses and ate communally. In contrast to the historic street-wall, made up of a number of similar simple, small-scale, wood-frame, false front commercial buildings, the building is important for its gable-roofed form and its front to back, one and two-storey massing which speaks to its original function and location.

Its adaptive reuse as a modern commercial building is an important reflection of the continued evolution of the village, and the ways in which cannery and other buildings in Steveston have been modified to other uses in other locations over time.

#### Character-Defining Elements

The character-defining elements of the Cannery Café include:

- Domestic form and one and two-storey massing, front to back, more in keeping with buildings associated with the canneries than the Moncton Street commercial buildings.
- Setback from Moncton Street in a contrast to most of the other buildings on the block similar nature
- Shed extensions to the sides of the building

This resource met the following criteria:

This resource met the following criteria:

- Criterion 1: The overall contribution of the resource to the heritage value and character of Steveston
- Criterion 3: The level of importance of associations with eras in Steveston's history and development
- Criterion 4: The scale, form and materials

## Steveston Village Conservation Program

### Moncton Street resources

### 28. 3811 Moncton Street Steveston Museum/Northern Bank

#### Description

The Steveston Museum building is a two-storey front gabled structure that sits flush with the street. Located on a prominent corner in the busy commercial area of Steveston, the former bank is now home to the Steveston Museum and a post office outlet.

#### Values

Constructed in 1906, the Steveston Museum is valued for its pre-fabricated design and construction and its classical detailing which identify it as an early building of permanence and importance. Its style reflects its suitability to house the Northern Bank for which it was built, and later, a medical office. As one of the earliest surviving institutional buildings in the area, it forms part of the pattern of commercial development which characterized Steveston in the early part of the twentieth century, as the area boomed in population and economic wealth from farming and fishing.

This historic building is valued for the contribution it makes to an almost continuous façade of simple, wood frame buildings along Moncton Street. It stands as a physical and symbolic landmark on a prominent corner of the village's main commercial street.

Operating as the Steveston Museum since 1979, this historic building possesses significant social value in communicating local heritage and history to the public.

#### Character-Defining Elements

The character-defining elements of the Steveston Museum include:

- Characteristics of its style, including a front gable bellcast roof, hip dormers with bellcast roof, turned columns at the street edge, wood shingles on gable ends and dormer, and the beveled siding
- The nature of its construction, a prefabricated building ordered and assembled on site
- The height, scale, colour and massing of the building
- Its orientation to Moncton Street and 1st Avenue and the boardwalk surface at the sidewalk edge
- Its landmark status in a prominent corner location
- Its presence as part of the historical development form of the street which creates a diverse, articulated edge and a sense of enclosure
- Its historic association with the Northern Bank, and surviving physical evidence thereof
- Its historic association with the Steveston Museum

This resource met the following criteria:

- Criterion 1: The overall contribution of the resource to the heritage value and character of Steveston
- Criterion 2: The ability of the resource to represent a certain design, function, technique and style
- Criterion 3: The level of importance of associations with an era in Steveston's history and development
- Criterion 4: The intactness, scale, form and materials





## Steveston Village Conservation Program

### Moncton Street resources



### 29. 3831 Moncton Street Budget Appliance Store/Ray's Drygoods

#### Description

The Budget Appliance store (Ray's Drygoods) is a gable roofed, false fronted rectangular building forming part of a row of commercial buildings along Moncton Street in Steveston. It is located along a north/south lane, and is part of a row of similarly scaled commercial buildings.

#### Values

The Budget Appliance building is historically important for having survived the 1918 Steveston fire. Its presence after the fire set the tone for the construction of the Moncton Street façade of similarly scaled wood frame, false front style commercial buildings. It is one of the original and earliest commercial buildings on Moncton Street.

The building is valued for the physical contribution it makes to Moncton Street's façade of simple, wood frame, false front style commercial buildings. Typical of the scale of most of the buildings in this area, it is oriented and built flush to the street. The building is valued as part of the pattern of commercial development and continuing historic pattern, rare in the city of Richmond, which characterized Steveston in the early part of the twentieth century.

Having survived the fire of 1918, this is a good example of an early false-fronted commercial structure, prominently located at the corner of Moncton Street and First Avenue.

#### Character-Defining Elements

The character-defining elements of the Budget Appliance store include:

- The building's front gable roof and the distinctive stepped parapet false front, and its typical rectangular building form behind
- The height, scale, colour and massing of the building typical of the streetscape
- Its orientation and relationship to Moncton Street
- Its presence as part of the historical development form of the street which creates a diverse, articulated edge and a sense of enclosure
- Commercial glazed windows
- Elements of the building which identify it as pre-1918
- Its association with the earlier Ray's Drygoods store

This resource met the following criteria:

- Criterion 1: The overall contribution of the resource to the heritage value and character of Steveston
- Criterion 2: The ability of the resource to represent a certain design, function, technique and style
- Criterion 3: The level of importance of associations with an era in Steveston's history and development

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## Steveston Village Conservation Program

### Moncton Street resources

#### 33. 3871 Moncton Street Bare Basics (Oasis Cafe)



#### Description

The Bare Basics (Oasis Cafe) building is a small wooden commercial building with a gable roof and a false-front façade located on the main commercial street in Steveston.

#### Values

The Bare Basics building is valued primarily for the physical contribution it makes to an almost-continuous façade of simple, wood frame, false front style commercial buildings along Moncton Street.

Typical of the scale of the majority of the buildings on Moncton Street, the building is oriented and built flush to the street. It is a valuable part of the pattern of commercial development and continuing historic pattern, rare in the city of Richmond, which characterized Steveston in the early part of the twentieth century as the area boomed in population and economic wealth from farming and fishing.

#### Character-Defining Elements

The character-defining elements of the Bare Basics building include:

- Its small-scale form, horizontal massing and its contribution to the historic streetscape of contiguous buildings of a similar nature
- Key elements which identify it as an early-20th Century commercial building, including its false-front, its relationship to the street

This resource met the following criteria:

- Criterion 1: The overall contribution of the resource to the heritage value and character of Steveston
- Criterion 2: The ability of the resource to represent a certain design, function, technique and style
- Criterion 3: The level of importance of associations with an era in Steveston's history and development
- Criterion 4: The intactness, scale, form and materials

## Steveston Village Conservation Program

### Moncton Street resources



### 30. 3891 Moncton Street Tasaka Barbershop

#### Description

Constructed in 1938, the Tasaka Barbershop building is a one-storey false front wooden structure that sits flush with the street, part of a row of similar commercial buildings along Moncton Street in Steveston.

#### Values

The Tasaka Barbershop is valued for the physical contribution it makes to an almost-continuous façade of simple, wood frame, false front style commercial buildings along Moncton Street. Constructed in 1930, it is typical of the scale of the majority of the buildings in this area, oriented and built flush to the street.

It is a valuable part of the pattern of commercial development and continuing historic pattern, rare in the city of Richmond, which characterized Steveston in the early part of the twentieth century as the area boomed in population and economic wealth from farming and fishing.

Architecturally, the Tasaka Barbershop is significant as a fine example of an early, wood frame, false front building. Its design, with an angled entrance facing the intersection, emphasizes the importance of its prominent location on the main commercial street in the village.

Its association with former Japanese owners and businesses is important as a reflection of the cultural diversity which facilitated the economic growth of the village.

#### Character-Defining Elements

The character-defining elements of the Tasaka Barbershop include:

- Design details typical of early commercial buildings including a front gable roof, square false front with a double-hung window and decorative moulded cornice, typical rectangular building behind, side shed gable window and brick chimneys
- The height, scale, colour and massing of the building typical of the street
- Its orientation and relationship to Moncton Street
- Its presence as part of the historical form of the street
- Its association with the Tasaka Barber Shop and surviving evidence thereof

This resource met the following criteria:

- Criterion 1: The overall contribution of the resource to the heritage value and character of Steveston
- Criterion 2: The ability of the resource to represent a certain design, function, technique and style
- Criterion 3: The level of importance of associations with an era in Steveston's history and development
- Criterion 4: The intactness, scale, form and materials



## Steveston Village Conservation Program

### 1st Avenue resources



### 44. 12191 1st Avenue Steva Theatre/Japanese Buddhist Temple

#### Description

The Japanese Buddhist Temple is a rectangular one and one-half storey gabled structure with a small front yard area fronting First Avenue in Steveston. A two-storey false front addition built over the front yard now meets the edge of the sidewalk.

#### Values

Constructed in 1924, the Japanese Buddhist Temple is valued for its associations to the history of the Japanese in Richmond. The presence of the temple in Steveston Village reflects the growing Japanese population in the core of Steveston as families began to join the young men working in the local fishery and canneries. This temple remained in active use as a place of worship until 1941 and the internment of the Japanese during World War II. An important part of Steveston's culturally diverse heritage, it is symbolic of Japanese culture, religion and community. The rectangular shape of the building with its short façade facing the street reflects the building's use as a place of worship.

The alteration and adaptive reuse of the building as the Steva Theatre in 1947 reflects the changes in social norms and demographics which occurred in Steveston after WWII.

#### Character-Defining Elements

The character-defining elements of the Japanese Buddhist Temple include:

- The design elements of the original temple building including its
- rectangular shape, gable roof, and horizontal row of windows on the long side of the building
- The location of the temple in the heart of Steveston
- The siting of the building on its lot, with the original front facade set back from the edge of the sidewalk
- Its association with the Japanese Buddhist Temple, and any surviving physical evidence thereof
- Its association with the Steva Theatre, and any surviving physical elements thereof, including the two-storey false-front addition facing the street

This resource met the following criteria:

- Criterion 1: The overall contribution of the resource to the heritage value and character of Steveston
- Criterion 2: The ability of the resource to represent a certain historical process and function
- Criterion 3: The level of importance of associations with an era important in Steveston's history and development
- Criterion 4: The intactness, scale, form and materials

## Steveston Village Conservation Program

### No.1 Road resources

#### 54. 12311 No. 1 Road The Prickly Pear Garden Centre



#### Description

The Prickly Pear Garden Centre is a small, one-storey, freestanding, gable-roofed commercial building with a false front located on No. 1 Road in Steveston's commercial core.

#### Values

The Prickly Pear Garden Centre is valued as one of the only historic false-front buildings on No. 1 Road in Steveston. Its presence at this location within the townsite extends the historic sense of place to the perimeter of the Steveston commercial core, bordered to the east by No. 1 Road. It is a valuable part of the pattern of commercial development and continuing historic pattern, rare in the city of Richmond, which characterized Steveston in the early part of the twentieth century as the area boomed in population and economic wealth from farming and fishing. It is also significant that this building is freestanding, as it reinforces the historic nature of, and acts as a bookend to, the southern end of the western side of the road.

This historic place helps to define the transition between No. 1 Road and Bayview Avenue, which is notable for the historic CPR curve seen in the layout of the intersection of these two streets.

#### Character-Defining Elements

The character-defining elements of the Prickly Pear Garden Centre include:

- Its location as the southernmost building on the western side of No. 1 Road
- Its relationship to No. 1 Road and the nearby intersection with Bayview Avenue
- Its relationship to the alleyway at rear, and the business access provided thereby
- Its freestanding nature
- Its key elements which identify it as an early commercial building, including its false-front, and its relationship to the street

This resource met the following criteria:

- Criterion 1: The overall contribution of the resource to the heritage value and character of Steveston
- Criterion 2: The ability of the resource to represent a certain design, function, and style
- Criterion 3: The level of importance of associations with an era important in Steveston's history and development
- Criterion 4: The intactness, scale, form, materials and texture





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	Adopted by Council: April 27, 2009	

## **POLICY 5900:**

It is Council policy that:

### **1. Purpose**

The purpose of this program is to establish, for Steveston Village, as identified in the Steveston Area Plan, a City grant program to financially cost share in conserving the exteriors of private and City owned identified heritage properties.

### **2. Program Funding Sources**

- The sources of funds will include moneys contributed from:
  - Private sector density bonusing contributions as per the Steveston Area Plan (e.g., for rezonings to the Steveston Village Conservation Zone) with over 1.2 floor area ratio (FAR),
  - Other private donations, and
  - Senior government and NGO grants.
- If an owner who is rezoning to the Steveston Village Conservation Zone and increasing density to over 1.2 FAR, wishes to apply for a City grant, the developer shall provide the required contribution to the City prior to final approval of a rezoning and may later apply for a cost sharing grant.
- Private sector density bonusing contributions shall be calculated as \$47.00 per buildable square foot for densities over 1.2 FAR. (This is a portion of the increased land value which private landowners receive due to increased density over 1.2 FAR).
- Where a developer is required to meet the City's Affordable Housing Policy, the \$47.00 is to be reduced accordingly.
- The rate may be reviewed and modified by Council periodically.

### **3. City Accounts**

For the grant program, the City will maintain the existing Heritage Trust Account No. 2207 (a capital and non-capital heritage account) to manage received funds and may, as necessary, establish new heritage accounts.

### **4. The Use of Program Funds**

The collected funds are to be used to cost share:

- For privately owned identified heritage buildings: the private capital costs of conserving their exteriors, on a 50/50 cost sharing basis.
- For City owned identified heritage buildings: the City's capital costs of conserving their exteriors, on a 50/50 cost sharing basis.
- The Program is not to pay for all private or City heritage conservation costs.



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**5. Council Approval is Required**

- Council approval is required to allocate any program funds.

**6. Maximum Private Grant Amount**

- Private owners may apply to receive up to:
  - Initial Funding: \$50,000 per identified heritage building - with private matching funds.
  - Optional Funding: Council may consider an additional \$25,000 per identified heritage building - with additional matching private funding to achieve exceptional heritage conservation, as determined by Council.
- As heritage conservation may occur in stages, a private owner may apply more than once, however, the maximum grant which may be allocated is \$75,000 per identified heritage building.

**7. Private Owner Application Requirements and Procedures**

- Step 1: Private Owner – City Discussion
  - Owners are encouraged to discuss their grant application intentions as early as possible when considering to apply and before undertaking any work, to discuss the implications and timing of a possible grant,
  - No grant is to be provided for work which is undertaken before Council approves the grant.
- Step 2: Owner Application
  - Owners are to submit a completed application form accompanied by:
    - A cover letter describing the proposed work and how it complies with program objectives,
    - Architectural drawings and coloured renderings,
    - An outline of conservation work and specifications,
    - Current color photographs of the building,
    - Any archival photographs and historical documentation,
    - A minimum of three (3) competitive estimates for the proposed work, (Note: This is not a pro forma analysis)
    - Other, as necessary.
- Step 3: Application Review Procedure
  - Applications will be reviewed by staff who will make a recommendation to Council.
  - Council approval is required for all grants.
- Step 4: Actual Grant Issuance
  - Council authorizes a grant,
  - Owners submit actual costs of completed work,
  - Staff review costs,



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	Adopted by Council: April 27, 2009	

- Staff may issue the approved grant if it meets the program criteria and Council has approved it, and
- Staff notify Council of issued grants.

#### **8. Eligible Private Owner Grant Items**

- Program grants for private sector work are for the conservation of the exteriors of identified heritage buildings (e.g., roof, foundation, walls, siding, doors, windows).
- This includes directly related costs to prepare drawings, etc.
- Maintenance work will not be funded.

#### **9. No Grant, if Funds are Not Available**

- If no program funds are available when a grant application is made:
  - No grant application will be considered,
  - No City grant will be given, and
  - A grant is not to be deferred until grant funds become available.

#### **10. Maximum Grant Amount for City Owned Identified Heritage Buildings**

- A City division may apply to receive up to:
  - Initial Funding: \$50,000 per identified heritage building - with other matching funds.
  - Optional Funding: Council may consider an additional \$25,000 per identified heritage building - with additional other matching funding to achieve exceptional heritage conservation, as determined by Council.
- As heritage conservation may occur in stages, a City division may apply more than once, however, the maximum grant which may be allocated is \$75,000 per identified heritage building.

#### **11. City Application Requirements and Procedures**

- Step 1: City Division Discussion
  - Applying City divisions are encouraged to discuss their grant application intentions as early as possible when considering to apply and before undertaking any work, to discuss the implications and timing of a possible grant,
  - No grant is to be provided for work which is undertaken before Council approves the grant.
- Step 2: City Division Application

The relevant City division is to submit a completed application form accompanied by:

  - A cover letter describing the proposed work and how it complies with program objectives,
  - Architectural drawings and coloured renderings,



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- An outline of conservation work and specifications,
  - Current color photographs of the building,
  - Any archival photographs and historical documentation,
  - If the City is doing the work itself, an itemized estimate of the proposed work,
  - If the City is contracting out the work, proposals as per City policy.
  - Other, as necessary.
- Step 3: Application Review Procedure
    - Applications will be reviewed by staff who will make a recommendation to Council,
    - Council approval is required for all grants.
  - Step 4: Grant Issuance
    - Council authorizes a grant,
    - Once approved, the grant may be issued to do the work.

#### 12. Eligible City Grant Items

- Program grants for City owned identified heritage buildings are for the conservation of their exteriors (e.g., roof, foundation, walls, siding, doors, windows).
- This includes directly related costs to prepare drawings, etc.
- Maintenance work will not be funded.

#### 13. No Grant if Funds are Not Available

- If no program funds are available when a grant application is made:
  - No grant application will be consider
  - No City grant will be given, and
  - A grant is not to be deferred until grant funds become available.

#### 14. Program Review

- The Program will be reviewed and modified by Council, as necessary.



Page 1 of 4	<b>Steveston Village Heritage Conservation Grant Program</b>	<b>Policy 5900</b>
	Adopted by Council: April 27, 2009 Amended by Council: xxxx, 2018	

**POLICY 5900:**

It is Council policy that:

The Steveston Village Heritage Conservation Grant (SVHCG) Program is established to provide financial assistance to property owners – on a cost share basis - for conserving the exterior of 17 heritage buildings in the Steveston Village Heritage Conservation Area, as identified in the Steveston Area Plan.

The 17 identified heritage buildings make a significant contribution to the heritage character of Steveston Village. The intent of the program is to help conserve the exterior of these significant buildings and support their continued legacy for future generations.

**1. Program Funding Sources**

The source of funds for the SVHCG Program includes:

- Density bonus contributions, as set out in the Steveston Area Plan\*;
- Senior government and Non-Governmental Organization grants; and
- Other private donations.

\*Specific sites within the “Steveston Village Land Use Density and Building Height Map” are identified for a maximum possible Floor Area Ratio (FAR) of 1.6. In order to achieve this maximum density, a contribution of \$608.05 per m<sup>2</sup> (\$56.49 per ft<sup>2</sup>) - based on the increase in net building floor area between the 1.2 FAR base density and up to the 1.6 FAR maximum density - must be provided.

Contribution amounts may be reduced by an amount equivalent to any cash-in-lieu contributions received under the City's Affordable Housing Strategy.

The above contribution rate to the SVHCG Program will be revised, starting February 28, 2019, and then by February 28 every two years thereafter, by adding the annual inflation for the preceding two calendar years using the Statistic Canada *Vancouver Construction Cost Index – Institutional* inflation rate. The revised rates will be published in a City Bulletin.

**2. Grant Amounts**

- Maximum grant of \$150,000 per identified heritage building. The grant may not exceed 50% of the total cost of eligible expenses (e.g. only projects with eligible expenses of \$300,000 or more would be able to apply for the maximum amount).
- An additional maximum grant of \$100,000 per identified heritage building may be considered by Council, with private matching funding, to achieve exceptional heritage conservation. Exceptional heritage conservation means a complete and comprehensive restoration of a building, in the opinion of Manager of Policy Planning and a retained heritage consultant, that would greatly enhance the heritage value of the Steveston Village Heritage Conservation Area. The final determination of what is exceptional will





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be made by Council based on the project's overall contribution to conserving the character of Steveston Village.

- If the registered owner of the property containing one of the identified heritage buildings is a registered non-profit society, Council may consider providing up to 75% of the total cost of eligible expenses.
- As heritage conservation may occur in stages, an owner/developer may apply more than once; however, the total grant amount per identified heritage building is limited to \$150,000, and for exceptional conservation projects, it is limited to \$250,000.
- If no program funds are available, no grant applications will be considered (i.e., first-come, first-serve basis).

### 3. Eligible Expenses

Eligible expenses are limited to works related to the exterior conservation of the identified heritage buildings. These include, but are not limited to, the following:

- Façade restoration or rehabilitation to improve the appearance and convey the heritage significance of the building;
- Repair or restoration of the character-defining elements such as wood windows or original cladding;
- Reconstruction of lost heritage elements such as front porches or exterior trims;
- Roof replacement;
- Structural upgrades, including seismic upgrades, and stability work (e.g. new foundations) to extend the physical life of the building; and
- Directly related consultant costs, including the cost to prepare a conservation plan and architectural drawings, up to 10% of the total grant amount. Consultant costs without associated physical improvements to the building are not eligible.

Ineligible expenses include, but are not limited to, the following:

- General on-going maintenance work (e.g. power washing, gutter cleaning);
- Renovation or replacement of the non-historic elements of the building;
- New additions and/or construction of accessory buildings;
- Interior works; and
- Any other work deemed to be inappropriate at the discretion of the Manager of Policy Planning.

The Standards and Guidelines for the Conservation of Historic Places in Canada shall be used as a guide in determining eligible expenses. The Standards and Guidelines for the Conservation of Historic Places in Canada defines "conservation" as all actions or processes aimed at safeguarding the character-defining elements of a resource to retain its heritage value and extend its physical life.



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#### 4. Grant Applications

- Grant applications must be submitted in accordance with the procedures and forms provided by the City;
- Owners or developers of sites with identified heritage buildings may include public entities (e.g. City or other levels of government), and are eligible to apply for a grant;
- Contributors to the SVHCG Program may apply for a grant (e.g., if the site proposed to be redevelop contains one of the 17 identified heritage buildings). However, the required contribution must be provided to the City prior to final approval of the accompanying rezoning or a Heritage Revitalization Agreement application;
- All grant applications that meet the eligibility criteria will be considered by Council. A grant will not be provided where work has already been undertaken prior to Council approval;
- Final decision on all grant applications that meet the eligibility criteria will be made by Council;
- If Council approves the application, the eligible works must be completed before the grant is issued. The following items must be submitted and accepted by City staff prior to the grant's issuance.
  - A letter from the applicant/owner indicating the actual cost of the completed project accompanied by paid bills as proof and a request for payment of the grant;
  - A project completion report from the project manager (e.g., independent contractor who has completed the work) confirming that the work has been completed in accordance with the approved plans and specifications, including a complete list of actual improvements and installation methods. The report must include a copy of written warranties of all applicable work; and
  - Photographs of the completed project; and
- The completed works must be inspected and deemed satisfactory by the City staff.
- The works covered by the approved grant must be completed within 24 months of the date of the approval by Council. After 24 months from the date of the approval, the grant approval will expire.

#### 5. Evaluation Criteria

The following considerations will form the basis for evaluation of grant applications.

- How the proposed work contributes to preserving and enhancing the overall historic fabric of Steveston Village;
- The level of contribution of the proposed work in conserving the heritage character and conveying the historic significance of the building;



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- How the proposed work helps extend the physical life of the building; and
- The overall quality of the submission and the applicant's ability to carry out the project on a reasonable time-frame at reasonable costs and secure other funding sources.



**Steveston Village Heritage  
Conservation Grant Program**

**No.: PLANNING-03**

**Date: 2011-07-13**

**Rev.: 2018-xx-xx**

**Purpose:**

The Steveston Village Heritage Conservation Grant (SVHCG) Program is established to provide financial assistance to property owners – on a cost share basis – for conserving the exterior of identified heritage buildings in the Steveston Village Heritage Conservation Area, as identified in the Steveston Area Plan. The identified heritage buildings are shown in Attachment 1.

**Program Funding Sources:**

The source of funds for the SVHCG Program includes:

- Density bonus contributions, as set out in the Steveston Area Plan\*;
- Senior government and Non-Governmental Organization grants; and
- Other private donations.

\*Specific sites within the “Steveston Village Land Use Density and Building Height Map” are identified for a maximum possible Floor Area Ratio (FAR) of 1.6. In order to achieve this maximum density, a contribution of \$608.05 per m<sup>2</sup> (\$56.49 per ft<sup>2</sup>) - based on the increase in net building floor area between the 1.2 FAR base density and up to the 1.6 FAR maximum density - must be provided.

Contribution amounts may be reduced by an amount equivalent to any cash-in-lieu contributions received under the City’s Affordable Housing Strategy.

The above contribution rate to the SVHCG Program will be revised, starting February 28, 2019, and then by February 28 every two years thereafter, by adding the annual inflation for the preceding two calendar years using the Statistic Canada Vancouver Construction Cost Index – Institutional inflation rate. The revised rates will be published in a City Bulletin.

**Grant Amount:**

- Maximum grant of \$150,000 per identified heritage building. The grant may not exceed 50% of the total cost of eligible expenses (e.g. only projects with eligible expenses of \$300,000 or more would be able to apply for the maximum amount).
- An additional maximum grant of \$100,000 per identified heritage building may be considered by Council with private matching funding to achieve exceptional heritage conservation, based on its overall contribution to conserving the character of Steveston Village, as determined by Council. Exceptional heritage conservation means a complete and comprehensive restoration of a building, in the opinion of Manager of Policy Planning and a retained heritage consultant, that would greatly enhance the heritage value of the Steveston Village Heritage Conservation Area. The final determination of what is exception will be made by Council based on the project’s overall contribution to conserving the character of Steveston Village.

- If the registered owner is a registered non-profit society, Council may consider providing up to 75% of the total cost of eligible expenses.
- Total maximum grant per identified heritage building is \$250,000.  
(As heritage conservation may occur in stages, an owner/developer of the may apply more than once.)
- If no program funds are available, no grant applications will be considered (i.e., first-come, first-serve basis).

### **Eligible Expenses:**

Eligible expenses are limited to works related to the exterior conservation of the identified heritage buildings. These include, but are not limited to, the following:

- Façade restoration or rehabilitation to improve the appearance and convey the heritage significance of the building;
- Repair or restoration of the character-defining elements such as wood windows or original cladding;
- Reconstruction of lost heritage elements such as front porches or exterior trims;
- Roof replacement;
- Structural upgrades, including seismic upgrades, and stability work (e.g. new foundations) to extend the physical life of the building; and
- Consultant costs including the cost to prepare a conservation plan and architectural drawings.

Ineligible expenses include, but are not limited to, the following:

- General on-going maintenance work (e.g. power washing, gutter cleaning);
- Renovation or replacement of the non-historic elements of the building;
- New additions and/or construction of accessory buildings;
- Interior works; and
- Any other work deemed to be inappropriate at the discretion of the City.

The Standards and Guidelines for the Conservation of Historic Places in Canada shall be used as a guide in determining eligible expenses. The Standards and Guidelines for the Conservation of Historic Places in Canada defines “conservation” as all actions or processes aimed at safeguarding the character-defining elements of a resource to retain its heritage value and extend its physical life.

### **Grant Applications:**

- Grant applications must be submitted in accordance with the procedures and forms provided by the City;
- Owners or developers of sites with identified heritage buildings may include public entities (e.g. City or other levels of government);
- Contributors to the SVHCG Program may apply for a grant but must provide the required contribution to the City prior to final approval of the accompanying rezoning or a Heritage Revitalization Agreement application;
- All grant applications that meet the eligibility criteria will be considered by Council. A grant will not be provided where work has already been undertaken prior to Council approval; and
- Final decision will be made by Council.



## Evaluation Criteria:

The following considerations will form the basis for evaluation of grant applications.

- How the proposed work contributes to preserving and enhancing the overall historic fabric of Steveston Village;
- The level of contribution of the proposed work in conserving the heritage character and conveying the historic significance of the building;
- How the proposed work helps extend the physical life of the building; and
- The overall quality of the submission and the applicant's ability to carry out the project on a reasonable time-frame and secure other funding sources.

## Application Procedures:

### Step 1: Application Review

- Owners are encouraged to discuss their proposals as early as possible to learn about the process, requirements, and timing of a possible grant. The submission requirements are detailed in the attached application form.
- Staff will review the application for completeness and eligibility, and will notify the applicant if it does not provide all of the required information or does not meet the eligibility criteria.
- Once staff completes its initial review, the application will be forwarded to the Richmond Heritage Commission (RHC) for comment and advice. The RHC is made up of nine (9) members of the public, appointed by Council, and advises Council on heritage conservation and promotion matters.
- Staff will prepare a report to Council containing an assessment of the proposal, advice from the RHC and a recommendation.
- The report will be forwarded to the Planning Committee, which is made up of five City Council members, for consideration. The Planning Committee will review the staff report and recommendation. The applicant's attendance is recommended as the Planning Committee may provide the applicant with an opportunity to make a presentation. The Planning Committee will also consider any comments from the public and make a recommendation to Council. The applicant will be contacted by staff regarding the meeting date, time and the location when the application is considered.
- The staff report and Planning Committee recommendations will be forwarded to Council for its consideration. Council will usually deal with the application at its next regular meeting following the Planning Committee meeting. The meeting date and time can be confirmed by viewing the Council agenda on the City website.
- When Council has received and reviewed all of the information, it will make a decision to:
  - approve the grant;
  - reject the grant; or
  - refer the grant application back to the Planning Committee or staff for more information.
- All applicants will be notified in writing following City Council's decision, and advised of the next steps.
- In most instances, a Heritage Alteration Permit (HAP) is required. The grant application may be processed concurrently with the required HAP application.

## **Step 2: Grant Issuance**

- If Council approves the grant, the applicant will be notified in writing and reminded that the work must be completed before the grant will be issued.
- The following items have been submitted and accepted by City staff prior to the grant's issuance.
  - A letter from the applicant/owner indicating the actual cost of the completed project and requesting for payment of the grant accompanied by paid bills as proof;
  - A project completion report from the project manager (e.g., independent contractor who has completed the work) confirming that the work has been completed in accordance with the approved plans and specifications, including a complete list of actual improvements and installation methods. The report must include a copy of written warranties of all applicable work; and
  - Photographs of the completed project.
- Building permit must be applied for and issued before commencement of the proposed work.
- The work must be inspected and deemed satisfactory by the City staff. Once this has occurred, the applicant will receive a letter and grant payment from the City.

The application form including detailed submission requirements are attached to this Bulletin.

## **Program Contact:**

For further information, please contact Minhee Park, Heritage Planner, at 604-276-4188 or [mpark@richmond.ca](mailto:mpark@richmond.ca).

see attached →



City of  
Richmond

## Steveston Village Heritage Conservation Grant Application

Policy Planning Department  
6911 No. 3 Road, Richmond, BC V6Y 2C1

Contact 604-276-4188

The application can be submitted at the Front of House at the City Hall or through arranging a meeting with Heritage Planner, Minhee Park, at 604-276-4188 or [mpark@richmond.ca](mailto:mpark@richmond.ca). **All materials submitted to the City for a Steveston Village Heritage Conservation Grant Application become public property, and therefore, available for public inquiry.**

For submission requirements, please refer to the attached Steveston Village Heritage Grant Application Attachments.

Property Address(es): \_\_\_\_\_

Legal Description(s): \_\_\_\_\_

Applicant: \_\_\_\_\_

Correspondence/Calls to be directed to:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Postal Code

Tel. No.: \_\_\_\_\_

Business

Residence

E-mail

Fax

Property Owner(s) Signature(s): \_\_\_\_\_

Please print name

or

Authorized Agent's Signature: \_\_\_\_\_

Attach Letter of Authorization

Please print name

### For Office Use

Date Received: \_\_\_\_\_

File No.: \_\_\_\_\_

CNCL - 211



City of  
Richmond

## Steveston Village Heritage Conservation Grant Application Attachments

Policy Planning Department  
6911 No. 3 Road, Richmond, BC V6Y 2C1

Contact 604-276-4188

Consultation with City staff prior to application is recommended, to be aware of criteria pertinent to the application, permits required in addition to the *Steveston Village Heritage Conservation Grant Application*, and the extent of documentation required to support the application and related permits.

### **The following items must be completed and submitted with your Steveston Village Heritage Conservation Grant Application.**

1. A letter of authorization and/or proof of ownership is required. If ownership has changed, a copy of the interim agreement or transfer of property title is required.
2. A letter outlining the proposal conservation work and specifications and how the proposal fulfills the program objectives. The letter should also include a statement of all applicable funding sources, indicating the requested amount, other grants or funding secured or sought for the proposed work.
3. A Conservation Plan prepared by a qualified heritage consultant and a written rationale explaining how the proposed work fits in the long-term conservation of the heritage resource.
4. Architectural drawings: one full size set and one set of reduced 11" x 17" drawings. Additional drawings may be required for complex proposals.
5. Current colour photographs of the building
6. Archival photographs and historical documentation to clearly demonstrate the nature and appropriateness of the proposed conservation.
7. At least two (2) competitive estimates from an independent contractor for all labour and materials involved in the proposed eligible works. The estimates must be itemized in detail, and must indicate the scope and nature of work of each item. The estimates must be recent and valid, and dated no more than six months prior to the application.

### **Fees**

No fees are required for a Steveston Village Heritage Conservation Grant Application. Please consult with Zoning counter staff for all fees for other related permits (e.g., Rezoning Permit, Development Permit, Building Permit, Heritage Alteration Permit, Heritage Revitalization Agreement).

### **Program Contact**

Minhee Park, Heritage Planner, Policy Planning Department  
6911 No. 3 Road, Richmond, BC V6Y 2C1, 604-276-4188, [mpark@richmond.ca](mailto:mpark@richmond.ca).

**Excerpt of Minutes**  
**Richmond Heritage Commission**  
Held Wednesday, October 27, 2018 (7:00 pm)  
M.2.004  
Richmond City Hall

***Steveston Village Heritage Conservation Grant Program Update***

Staff distributed the draft policy (forms part of the minutes as Schedule 1) and provided an overview of the proposed update to the Steveston Village Heritage Conservation Grant Program, including the current objectives and policies, and proposed changes.

The grant program was established in 2009 when the Steveston Village Heritage Conservation Program was adopted by Council in order to encourage the exterior conservation of the 17 protected buildings, as identified in the Steveston Area Plan.

It was noted that the 50/50 cost sharing with private owners is not changing, but the maximum allowable amounts will be increased.

This update also makes it clear what types of proposals are eligible for grants by providing examples of eligible and ineligible works. Evaluation criteria are also added to help staff and Council assess grant applications to ensure the proposed works achieve the objectives of the Program.

In response to Commission's question regarding interior works, staff noted that interior works are not eligible because interior features are not protected.

Discussion ensued on ownership of buildings, usage of buildings and benefits to having interior restorations.

It was noted that consulting costs have been factored in to the grants program but are limited to 10% of the grant amount. The Commission noted that the limitation is reasonable.

It was further noted that every application through this program will come before the Commission for review and comment.

It was moved and seconded

***That the Richmond Heritage Commission support the proposed changes to the Steveston Village Heritage Conservation Grant Program as outlined in the draft policy.***

**CARRIED**

It was moved and seconded

***That the Richmond Heritage Commission recommend that Council and staff consider grants for interior works for the purposes of historical restorations.***

**CARRIED**





# City of Richmond

## Report to Committee

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<b>To:</b>	General Purposes Committee	<b>Date:</b>	October 23, 2018
<b>From:</b>	Barry Konkin Manager, Policy Planning	<b>File:</b>	08-4430-03-10/2018- Vol 01
<b>Re:</b>	<b>Cannabis Related Official Community Plan and Zoning Bylaw Amendments in Response to Changes to Provincial Agricultural Land Reserve Legislation</b>		

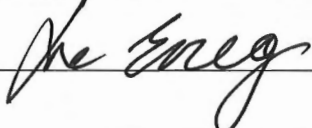

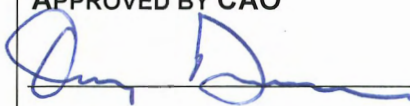
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### Staff Recommendations

1. That Richmond Official Community Plan (OCP) Bylaw 9000, Amendment Bylaw No. 9928, to revise Section 3.6.5 of Schedule 1 of the OCP on the City's land use policies for the management of cannabis production in response to changes to *Provincial Agricultural Land Reserve (ALR) Regulation*, be introduced and given first reading.
2. That Bylaw 9928, having been considered in conjunction with:
  - The City's Financial Plan and Capital Program; and
  - The Greater Vancouver Regional District Solid Waste and Liquid Waste and Management Plans;is hereby found to be consistent with the said programs and plans, in accordance with Section 477(3)(a) of the *Local Government Act*.
3. That Richmond Official Community Plan 9000, Amendment Bylaw No. 9928, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043 and Section 477(3)(b) of the *Local Government Act*, be forwarded to the Agricultural Land Commission for comment in advance of the Public Hearing.
4. That Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9929, to amend Section 3.4 and Section 5.13 of the Zoning Bylaw related to the production of cannabis in response to changes to Provincial ALR legislation, be introduced and given first reading.

  
Barry Konkin  
Manager, Policy Planning

Att.

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

## Staff Report

### Origin

On July 13, 2018, the Province of British Columbia announced changes to the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation* regarding cannabis production in the Agricultural Land Reserve (ALR). These new regulations identified that the lawful production of medical and non-medical (recreational) cannabis is a farm use if it occurs:

1. Outdoors in a field or in a building or structure with a soil base; or
2. In an existing building or structure (or under construction) used for the purpose of growing crops.

Council directed staff to review existing City Bylaws in relation to cannabis and report back. We note that the recommended amendments in this report have no impact on Council's recent amendments regarding concrete-slab greenhouses, and would maintain Council's prohibition on retail of cannabis in the City. Council received a letter from Honourable Lana Popham, BC Minister of Agriculture dated October 2, 2018 regarding amendments to the City's Zoning Bylaw regarding greenhouse construction. Staff have been in contact with Ministry representatives and have requested an opportunity to discuss the City's desire to protect agricultural land, and ways in which the Ministry of Agriculture can do more to prevent the destruction of high-quality agricultural soils by the construction of large concrete-slab greenhouses.

This report outlines proposed amendments to the Official Community Plan (OCP) Bylaw 9000 and Richmond Zoning Bylaw 8500, which are proposed in order to bring related City Bylaws into compliance with the changes to provincial regulation while maintaining the City's existing restrictive regulatory framework.

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

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

- 1.1. *Policy and service models that reflect Richmond-specific needs.*
- 1.2. *Program and service enhancements that improve community safety services in the City.*

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

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

- 3.1. *Growth and development that reflects the OCP, and related policies and bylaws.*

## **Change to Provincial Legislation**

On July 13, 2018, the Province of BC amended the *ALR Use, Subdivision and Procedure Regulation* to define how cannabis may be lawfully grown as a permitted farm use (Attachment 1 is a copy of the ALC Information Bulletin 04 on this matter).

The lawful production of cannabis is a designated farm use under the ALR regulations as follows:

- Growing and cultivation of cannabis outdoors in an open field or within a structure/building occurring entirely on a native soil base.
- Growing and cultivation of cannabis in a structure that was either fully constructed or under construction, with required permits in place, prior to the revised ALR regulations coming into effect for the purpose of growing crops.

The legislative changes enable local government to prohibit cannabis production on ALR lands not consistent with the ALR regulations (i.e. concrete slab, industrial type cannabis production facilities).

## **Existing OCP and Zoning Bylaw Regulations Related to Cannabis Production**

### OCP Policy

The OCP limits the proliferation of medical and non-medical cannabis production and cannabis research and development facilities city-wide by restricting any such facility to a site designated as “Mixed Employment” or “Industrial”. The OCP policy also limits any type of cannabis production or cannabis research and development facility to one facility only city-wide.

### Zoning Bylaw 8500

Richmond Zoning Bylaw 8500 currently has land use definitions for a “medical cannabis production facility”, “non-medical cannabis production facility” and “cannabis research and development facility”. None of these identified land uses are permitted in any zoning-district city-wide, and a rezoning application is required to allow City Council to consider the site-specific requirements of the use. Furthermore, the land use definitions for “farm business” and “agriculture” explicitly exclude cannabis related activities.

## **Analysis**

### OCP Amendments

Amendments to the OCP are needed for Section 3.6.5 regarding the production of cannabis and related activities so that they are coordinated with the proposed Zoning Bylaw changes (summarized in the following section).

The following additional policy statements are proposed to be added to Section 3.6.5 of the OCP to clarify the types of lawful cannabis production permitted in the ALR and maintain the City’s approach to restrict forms of cannabis production not permitted in the ALR regulations:

*“The lawful production of cannabis in the Agricultural Land Reserve is considered a permitted farm use only if produced outdoors in a field, inside a structure that has a base consisting entirely of soil, or inside in a building or structure constructed for the purpose of growing crops or under construction for the purpose of growing crops in accordance with the Agricultural Land Reserve Regulations, as amended.”*

*“Use of OCP designated Agriculture areas for a medical cannabis production facility, non-medical cannabis production facility or cannabis research and development facility is not supported as these industrial-style cannabis facilities are not considered farm uses.”*

It is noted that the *ALR Use, Subdivision and Procedure Regulation* – and the amendments outlined in this report – are clear that the conversion of existing structures that were not originally built for raising crops (barns, sheds, out buildings, storage buildings and the like) are not permitted to be used for the indoor growing of cannabis.

### Zoning Bylaw Amendments

Amendments to Richmond Zoning Bylaw 8500 are proposed to address the production of cannabis both inside and outside of the ALR in response to changes to the Provincial ALR legislation. A table summarizing the City’s regulatory framework in relation to cannabis production and related activities is contained in Attachment 2 and includes the proposed Zoning Bylaw amendments recommended in this report.

To ensure that the City’s regulatory framework for cannabis is consistent with the ALR legislation for the production of cannabis as a permitted farm use, the following Zoning Bylaw amendments are proposed:

- Amend the definition of “farm business” to be consistent with the ALR regulation to allow the production of cannabis:
  - outside in an open field or within a structure/building occurring entirely on a native soil base; or
  - in a building/structure that was either fully constructed or under construction for the purpose of growing crops, from the date this Richmond Zoning Bylaw 8500 amendment comes into effect.
- Amend the definition of “medical cannabis production facility” and “non-medical cannabis production facility” to differentiate these uses from the production of cannabis considered to be a farm use under the ALR legislation.

Through the staff review of appropriate bylaw responses to the new provincial ALR regulations, it became apparent that the City’s Zoning Bylaw did not have regulations to address proposals involving commercial cannabis production outdoors or production in a soil based structure for areas outside of the ALR (i.e. larger industrial zoned and designated parcels). In response, a new “commercial cannabis cultivation” use definition is proposed with details provided below. Other Zoning Bylaw amendments are proposed to maintain Richmond City Council’s desired approach to regulate the production of cannabis that is not a farm use in the ALR and City-wide. A summary of the proposed Zoning Bylaw amendments are as follows:



- Create a use definition of “commercial cannabis cultivation” that would not be permitted in any zoning district; which will address the commercial cultivation of cannabis outside of the ALR via unenclosed outdoor cultivation or cultivation in any type of building or structure with a soil base and any related accessory uses. This use would require a rezoning approved by Council.
- The City’s Zoning Bylaw currently allows “agriculture” as a permitted secondary use in all zones, so long as it occurs in conjunction with the principal use (i.e. urban agriculture as a secondary use to a principal industrial or residential use). “Farm business” generally applies to “Agriculture (AG1)” zoned property in the ALR and allows for a wide range of farm uses and related activities to occur.
- Zoning Bylaw 8500, Amendment Bylaw 9929 proposes to amend the “agriculture” definition and section (5.13.4) of the bylaw that permits “agriculture” as a permitted secondary use in all zones to not permit the production of cannabis under this land use definition.
- The “greenhouse & plant nursery” definition applies to commercial/retail establishments generally involved in the household plant and bedding business that operate outside of the ALR (i.e. garden centres attached to home improvements stores). The proposed changes would amend this definition to not permit the lawful production of cannabis and “commercial cannabis cultivation” from occurring under this use.

If the proposed bylaw amendments are approved by Council, no approvals would be required from the Agricultural Land Commission (ALC) or City for a property owner to grow cannabis in open cultivation or within a building with a soil floor in the ALR. In addition, the bylaw amendments outlined in this staff report will ensure that large-scale concrete floor industrial-type buildings, outside the ALR would require Council approval of a rezoning application (refer to Attachment 2).

It is noted that the amendments proposed in this report are intended to reflect the recently amended *ALR Use, Subdivision and Procedure Regulation*. The proposed regulations have no bearing on the Federal and Provincial regulations which permit the personal growing of up to 4 cannabis plants per household. The role of municipal government is limited to land use and business licensing regulations and the authority to regulate the provisions to grow up to 4 cannabis plants is a Federal and Provincial responsibility.

#### Conversion of Existing Agricultural Buildings and Greenhouses

The July 13, 2018 changes to the provincial ALR regulations allow for the production of cannabis in existing buildings, which were specifically constructed (with valid building permits) for crop production either fully constructed or under construction, as of July 13, 2018. Agricultural buildings used for crop production proposed to be converted for the production of cannabis could have concrete floors or footings, depending on the method of original construction. Agricultural buildings purpose-built for crops cannot be altered to increase the size of its base or to change the material used at its base.

### Application Process – Cannabis Production and Related Activities Outside of the ALR

The proposed OCP and Zoning Bylaw amendments contained in this report maintains the existing City approach to require rezoning for any type of commercial cannabis production activities outside of the ALR (refer to Attachment 2).

### **Impacts to Existing Rezoning Application – 5960 No. 6 Road**

Council granted third reading to a rezoning application at 5960 No. 6 Road (RZ 14-665028; Zoning Amendment Bylaw 9592) on September 6, 2016. If the Zoning Bylaw amendments proposed in this report are approved, minor amendments to the Zoning Amendment Bylaw 9592 associated with the rezoning will need to occur prior to adoption.

### **Public Consultation**

Staff have reviewed the proposed OCP and Zoning Bylaw amendments, with respect to the *Local Government Act* and the City's OCP Consultation Policy No. 5043 requirements. As the amendments proposed in this report are required (the City must amend the Richmond Zoning Bylaw to be in alignment with the new ALC Regulations) staff have not yet referred to external stakeholders or Richmond's Agricultural Advisory Committee (AAC).

Should the recommended amendments be supported, staff will forward the proposed bylaws to the Agricultural Land Commission, and the City's Agricultural Advisory Committee and secure their input prior to the Public Hearing in accordance with Section 477(3)(b) of the *Local Government Act* and the City's OCP Consultation Policy No. 5043.

A Public Hearing will be held for the proposed bylaws, which will give all interested parties an opportunity to provide Council with their input, and the Public Hearing notice will be placed in the local newspapers in compliance with the requirements of the *Local Government Act*.


### **Financial Impact**

None.

### **Conclusion**

On July 13, 2018, the ALR regulations were amended by the province to designate the lawful production of cannabis as a farm use if produced outdoors in a field or inside soil-based structures or structures purpose built for the production of crops that were existing or under construction at the time of the legislation change. The provincial amendment to the ALR regulations also has the effect of allowing local governments to prohibit concrete-slab, industrial type cannabis production facilities.

In response to the provincial legislation, this report recommends that Richmond Official Community Plan Bylaw 9000, Amendment Bylaw No. 9928 and Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9929 be introduced and given first reading to comply with the new ALR regulations and not permit industrial type cannabis production facilities on agricultural land.

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

Kevin Eng  
Planner 2

KE:cas

Attachment 1: ALC Information Bulletin 04 – Cannabis Production in the ALR

Attachment 2: Summary Table – Cannabis Production Activities and Proposed Regulatory Approach



**INFORMATION BULLETIN 04  
CANNABIS PRODUCTION IN THE ALR**

August 15, 2018

**SCOPE OF THIS INFORMATION BULLETIN**

This information bulletin provides guidance to assist in interpreting the *Agricultural Land Commission Act*, S.B.C. 2002, c. 36 (**ALCA**) and the Agricultural Land Reserve Use, Subdivision and Procedure Regulation, BC Reg. 171/2002 (the **ALR Regulation**), in relation to cannabis production in the agricultural land reserve (**ALR**). The ALCA and ALR Regulation will govern if inconsistent with this bulletin.

This information bulletin is directed only to interpretation of the ALCA and the ALR Regulation. All other applicable laws, regulations and bylaws related to cannabis production must also be complied with.

**RECENT REGULATORY CHANGES**

The ALR Regulation has recently been amended. The changes came into force on July 13, 2018. Section 2(2)(p) of the ALR Regulation, which designated as farm use "the production of marihuana in accordance with the Marihuana for Medical Purposes Regulation, SOR/2013-119 (Canada)", has been repealed. The following has been added as **section 2(2.5)** to the ALR Regulation:

The lawful production of cannabis is designated as farm use for the purposes of the [ALCA] if produced outdoors in a field or inside a structure

- (a) that has a base consisting entirely of soil, or
- (b) that was, before the date on which this section came into force,
  - (i) constructed for the purpose of growing crops inside it, including but not limited to the lawful production of cannabis, or
  - (ii) under construction for the purpose referred to in subparagraph (i), if that construction
    - (A) was being carried out in accordance with all applicable authorizations and enactments, and
    - (B) continues without interruption from the date it began to the date the structure is completed, other than work stoppages considered reasonable in the building industry, and

that has not been altered since that date to increase the size of its base or to change the material used as its base.

Section 2(1.1) of the ALR Regulation provides:

The activities designated under [section 2 of the ALR Regulation] as farm uses for the purposes of the [ALCA] must not be prohibited

- (a) by any local government bylaw except a bylaw under section 552 of the *Local Government Act*, or
- (b) by a law of the applicable treaty first nation government, if the activity is undertaken on treaty settlement lands.

## GENERAL INTERPRETATIVE PRINCIPLES

The ALCA prohibits “non-farm use” of land in the ALR unless the owner of the land successfully makes an application to the Agricultural Land Commission for permission to undertake that use or that use is expressly permitted under section 3 of the ALR Regulation: ALCA, section 20. Sections 20(3), 25 and 34 of the ALCA and Part 10 of the ALR Regulation are among the provisions relevant to non-farm use applications.

A “non-farm use” is a “use of land other than a farm use”: ALCA, s. 1.

The form of cannabis production described in section 2(2.5) of the ALR Regulation is designated as farm use. Therefore, producing cannabis on the ALR in the manner described in section 2(2.5) of the ALR Regulation does not require a non-farm use application to the Agricultural Land Commission.

However, section 2(2.5) of the ALR Regulation does not designate as farm use:

- cannabis production that does not meet the description in section 2(2.5). Having regard to the regulatory framework, this information bulletin treats forms of cannabis production that are not described in section 2(2.5), together with all activities associated with forms of cannabis production not described in section 2(2.5), as non-farm uses.
- non-production activities associated with the cannabis production described in section 2(2.5). Having regard to the regulatory framework, this information bulletin treats those activities as non-farm uses except to the extent that they fall into exceptions found elsewhere in section 2 or 3 of the ALR Regulation.

## PLACEMENT OF FILL IN THE ALR

Placement of fill onto land in the ALR for any reason related to cannabis production, **whether it is a form of production described in section 2(2.5) of the ALR Regulation or not**, cannot be undertaken without a successful non-farm use application to the Agricultural Land Commission. That is, if a producer wishes to place fill on the land even for the purpose of cannabis production described in section 2(2.5) of the ALR Regulation, he or she will not be able to do so without obtaining permission from the Agricultural Land Commission through a non-farm use application.

This is because section 20(2) of the ALCA generally defines the placement of fill as a non-farm use, subject to certain exceptions. Those exceptions do not apply to cannabis production.



Though sections 2(4) and (5) of the ALR Regulation designate as farm use certain fill placement related to uses designated under sections 2(2)-(2.2) of the ALR Regulation, cannabis production is addressed in section 2(2.5), so sections 2(4) and (5) do not apply. Please consult the Agricultural Land Commission's Bylaw No. 2 – Placement of Fill in the ALR and Policy L-23 – Placement of Fill for Soil Bound Agricultural Activities.

## **CANNABIS PRODUCTION IN THE ALR**

Section 2(2.5) of the ALR Regulation requires that to be designated as farm use, production of cannabis must meet various requirements including that the production is "lawful". The production of cannabis is not lawful unless it is licensed by the Government of Canada (excluding exemptions for personal cultivation). As such producers need to be very careful about taking steps in reliance on section 2 of the ALR Regulation without first ensuring that federal preconditions (as well as preconditions that other governments may impose) are or will be met before production occurs.

### **Field Production**

Lawful production of cannabis in the ALR **outdoors in a field** is designated as farm use and can be undertaken without a non-farm use application to the Agricultural Land Commission.

### **Soil Based Structure Production**

Lawful production of cannabis in the ALR **inside a structure that has a base consisting entirely of soil** is designated as farm use and can be undertaken without a non-farm use application to the Agricultural Land Commission. Note:

- The base – that is, what the structure rests on – must be "entirely" of soil in order for production in it to qualify under section 2(2.5)(a) of the ALR Regulation. Production in a structure that has a base consisting partly of a material other than soil, even if the non-soil material constitutes a very small portion of the base, does not qualify under section 2(2.5)(a) of the ALR Regulation. Structures that do not have a base consisting entirely of soil are structures that have a base consisting partly or entirely of other materials, such as structures with cement footings or a cement floor.
- "Soil" means material native to the property, not material brought onto the property for the purpose of creating the base or for any other purpose. If imported onto the property, the material is "fill", the placement of which requires a non-farm use application: ALCA, section 20.

### **Production in Existing Structures**

Lawful production of cannabis in the ALR **inside a structure that had been, before July 13, 2018, constructed for the purpose of growing crops inside it, including but not limited to the lawful production of cannabis**, is designated as farm use and can be undertaken without a non-farm use application to the Agricultural Land Commission. Note:

- Existing structures used for the lawful production of cannabis do not have to have a base made entirely of soil.

- The structure must not have been altered on or after July 13, 2018 to increase the size of its base or to change the material used as its base.
- The structure must have been built for the purpose of growing “crops”. Livestock are not crops and, as such, production of cannabis in a converted livestock barn is not designated as farm use under section 2(2.5) of the ALR Regulation.

### **Production in Structures that Were Under Construction**

If the requirements outlined in the bullet points set out later in this paragraph are met, lawful production of cannabis **inside a structure** (even if its base is not entirely soil) **that was under construction before July 13, 2018 for the purpose of growing crops inside it, including but not limited to the lawful production of cannabis**, is designated as farm use and can be undertaken without a non-farm use application to the Agricultural Land Commission. For a structure to have been “**under construction**” before July 13, 2018, ground disturbance (such as excavation for laying foundation) must have commenced before that date; it would not be sufficient for the property owner to have made a permit application or received a permit for construction before July 13, 2018. The further requirements for lawful cannabis production to be designated under this portion of section 2(2.5) of the ALR Regulation are as follows:

- The pre-July 13, 2018 construction was being carried out in accordance with all applicable authorizations and enactments.
- The construction must continue without interruption from the date it began to the date the structure is completed, other than work stoppages considered reasonable in the building industry.
- The construction must not be altered on or after July 13, 2018 to increase the size of the structure’s base or to change the material used as its base.

### **Other Cannabis Production**

Cannabis production not described in section 2(2.5) of the ALR Regulation is not designated as farm use. Neither that production nor activities related to that production (such as the construction, maintenance or operation of a building or structure, or processing of the cannabis) can be undertaken without a successful non-farm use application to the Agricultural Land Commission.

### **CONSTRUCTING, OPERATING OR MAINTAINING CANNABIS PRODUCTION FACILITIES**

A non-farm use application to the Agricultural Land Commission is not required in order to construct, maintain or operate a building, structure, driveway, ancillary service or utility that is **necessary for the lawful production of cannabis described in section 2(2.5) of the Regulation**: ALR Regulation, section 2(3). Note:

- Section 2(2.5)(a) of the ALR Regulation refers to lawful production of cannabis inside a structure “that has a base consisting entirely of soil”. Construction, maintenance or operation of the soil-based structure necessary for that production can be undertaken without applying to the Agricultural Land Commission.

- Section 2(2.5)(b) refers to lawful production of cannabis inside a structure that meets certain requirements addressed earlier in this information bulletin. Completion of the structure referred to in section 2(2.5)(b)(ii), and maintaining and operating either that structure or the structure referred to in section 2(2.5)(b)(i), can be undertaken without applying to the Agricultural Land Commission.
- Other than as described in section 2(2.5) of the ALR Regulation, a building or structure is unlikely to be necessary for the form of cannabis production described there, as section 2(2.5) already addresses where the production is located. Possible exceptions may be a small washroom facility or small office for a required supervisor no greater than necessary for that form of cannabis production to occur on the land.
- Though associated with the form of cannabis production described in section 2(2.5), construction, maintenance or operation (including for a conference centre) of a building, structure, driveway, ancillary service or utility that is not necessary for that production on the land, may not occur without a successful non-farm use application to the Agricultural Land Commission. Proponents of such uses should be prepared to justify in their application materials why such use, both in that nature/scale and at all, is appropriate in the ALR rather than, for example, in an industrial park outside the ALR.

Construction, maintenance or operation of a building, structure, driveway, ancillary service or utility necessary for a form of cannabis production that is not described in section 2(2.5) of the ALR Regulation cannot be undertaken without a successful non-farm use application to the Agricultural Land Commission.

### **STORING, PACKING, PREPARING OR PROCESSING CANNABIS**

Storing, packing, preparing or processing cannabis yielded by the form of cannabis production described in section 2(2.5) of the ALR Regulation (and construction, maintenance or operation of a building, structure, driveway, ancillary service or utility necessary for that storing, packing, preparing or processing) can be undertaken without a non-farm use application to the Agricultural Land Commission if at least 50% of the cannabis being stored, packed, prepared or processed is produced on the "farm" (for this purpose being one or several parcels of land or tenured areas of Crown land that are being occupied or used together for designated or other farm uses), or produced by an association as defined in the *Cooperative Association Act* to which the owner of the farm belongs: section 2(2)(c) of the ALR Regulation.

Storing, packing, preparing or processing cannabis yielded by a form of production not described in section 2(2.5) of the ALR Regulation is not designated as farm use. These activities cannot be undertaken without a successful non-farm use application to the Agricultural Land Commission.

## LOCAL GOVERNMENT

Local governments can have an important role to play in the regulatory framework related to cannabis production.

However, local government bylaws may not prohibit the lawful production of cannabis in the ALR if it is produced as described in section 2(2.5) of the ALR Regulation.

Local governments also play a role when non-farm use applications related to cannabis production and associated activities are made to the Agricultural Land Commission. Sections 25 and 34 of the ALCA are among the relevant provisions that they should consult.

## FURTHER EXPLANATORY NOTES

Also note the following:

- The word “necessary” (for a designated farm use) figures in several of the above-discussed scenarios. It is within the purview of the Agricultural Land Commission to determine whether and to what extent activities are “necessary”.
- In determining whether an activity is “necessary” to a designated farm use, the Agricultural Land Commission may consider whether the nature and size of the activity are proportionate to the designated farm use.
- If someone claims that an activity is “necessary” for a designated farm use that has not yet commenced, the Agricultural Land Commission may require satisfactory evidence that the proposed use is in fact going to occur, and that the nature and size of activity characterized as “necessary” (such as construction of a driveway) will in fact be necessary to that use.
- Except for exemptions for personal cultivation, the “lawful” production of cannabis required for section 2(2.5) of the ALR Regulation requires licensing at the federal level. As noted earlier in this information bulletin, producers need to be very careful about taking steps in reliance on section 2 of the ALR Regulation without first ensuring that federal preconditions (as well as preconditions that other governments may impose) are or will be met before production occurs.
- For the purposes of sections 2(2)(o) and 4 of the ALR Regulation, structures in which cannabis is produced are not considered to be “greenhouses”. Section 2(2.5) of the ALR Regulation does not use the term “greenhouse” for any of the structures it describes. This indicates that under the ALR Regulation the concepts were to be treated as distinct and not to be confused.

Summary Table of Type of Cannabis Activities and Proposed City Regulatory Approach

Cannabis Production Location		Facility Type/Production Method	Required Development Applications	Permitted use (in Zoning Bylaw)
Production of Cannabis <u>in the</u> ALR	Outright permitted uses; No City approvals required	Open field/soil cultivation	None Farm business	
		In a soil based building/structure	None	Farm business
		Production in existing building or structure considered a farm use under ALR regulations	None	Farm business
	Non-permitted uses; ALC Non-farm use application required; Rezoning required	Production in existing building or structure not used for crops – not considered a farm use under ALR regulations	ALR Non-Farm Use Rezoning	Medical cannabis production facility Non-medical cannabis production facility
		Purpose built facility	ALR Non-Farm Use Rezoning	Medical cannabis production facility Non-medical cannabis production facility
Production of Cannabis in Urban Areas <u>outside of</u> the ALR	City approval required	Purpose built facility	Rezoning	Medical cannabis production facility Non-medical cannabis production facility
		Existing building - Converted	Rezoning	Medical cannabis production facility Non-medical cannabis production facility
		Commercial/industrial type greenhouse	Rezoning	Medical cannabis production facility Non-medical cannabis production facility
		Open field/soil cultivation	Rezoning	Commercial cannabis cultivation
		Building/structure with a soil base	Rezoning	Commercial cannabis cultivation

\*Note – If in ALR, also requires ALR Non-Farm Use Application





**Official Community Plan Bylaw 9000  
Amendment Bylaw 9928  
(Production of Cannabis in the Agricultural Land Reserve and  
City-Wide Official Community Plan Policy)**

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

1. Richmond Official Community Plan Bylaw 9000, as amended, is further amended at Section 3.6.5 (Health Canada Licensed Medical Marijuana Production, and Research and Development Facilities) by deleting it in its entirety and replacing it with the following:

**“3.6.5 Federally Licensed Medical Cannabis Production, Non-Medical Cannabis Production, Cannabis Research and Development Facilities and Commercial Cannabis Cultivation**

**OVERVIEW**

The City wishes to regulate the location and number of medical and non-medical cannabis production and cannabis research and development facilities and commercial cannabis cultivation activities in Richmond.

Council may consider medical and non-medical cannabis production, research and development and commercial cannabis cultivation related facilities, on a case-by-case review basis, subject to meeting rigorous social, community safety, land use, transportation infrastructure, environmental and financial planning, zoning and other City policies and requirements. This section establishes the policies and requirements, by which such proposed facilities may be considered and, if deemed appropriate, approved.

**TERMS**

In this section, the following terms apply:

- “Medical Cannabis Production Facility” – means a facility for the cultivation or processing of medical cannabis in a building or structure containing any concrete construction, hardsurfacing or other impermeable structure or construction sunk into, at or below natural grade of the site in accordance with the appropriate federal and provincial legislation and regulations, including supporting accessory uses related to cultivation, processing, testing, research and development, packaging, storage, distribution and administrative office functions that are directly related to and in support of cultivation and processing activities.

- “Non-Medical Cannabis Production Facility” – means a facility for the cultivation or processing of non-medical cannabis in a building or structure containing any concrete construction, hardsurfacing or other impermeable structure or construction sunk into, at or below natural grade of the site in accordance with the appropriate federal and provincial legislation and regulations, including supporting accessory uses related to cultivation, processing, testing, research and development, packaging and storage and administrative office functions that are directly related to and in support of cultivation and processing activities.
- “Cannabis Research and Development Facility” – means a facility for the research and development, including testing, of cannabis only in a fully enclosed building or structure in accordance with the appropriate federal and provincial legislation and regulations.
- “Commercial Cannabis Cultivation” – means the commercial production of medical or non-medical cannabis located outside of the Agricultural Land Reserve limited to unenclosed outdoor cultivation or cultivation in a building or structure with a base consisting entirely of soil in accordance with the appropriate federal and provincial legislation and regulations, including supporting accessory uses related to cultivation, processing, testing, research and development, packaging and storage and administrative office functions that are directly related to and in support of cultivation and processing activities but does not include a Medical Cannabis Production Facility and Non-medical Cannabis Production Facility.

**OBJECTIVE 1:**

Protect the City’s social, economic, land use and environmental interests when considering proposed medical and non-medical cannabis production facilities, cannabis research and development facilities and commercial cannabis cultivation by preventing their unnecessary proliferation, avoiding long-term negative effects, and ensuring minimal City costs.

**POLICIES:**

- a) limit a medical cannabis production facility, non-medical cannabis production facility, cannabis research and development facility and commercial cannabis cultivation, through the rezoning process, to a total of one facility only. This single facility will only be permitted in an OCP designated Mixed Employment or Industrial area. Any proposals for additional facilities may be considered on a case-by-case basis and may require additional OCP amendments;
- b) the lawful production of cannabis in the Agricultural Land Reserve is considered a permitted farm use only if produced outdoors in a field, inside a structure that has a base consisting entirely of soil, or inside in a building or structure constructed for the purpose of growing crops or under construction for the purpose of growing crops in accordance with the *Agricultural Land Reserve Regulations*, as amended;



- c) use of OCP designated Agriculture areas for a medical cannabis production facility, non-medical cannabis production facility or cannabis research and development facility is not supported as these industrial-style cannabis facilities are not considered farm uses;
- d) a medical cannabis production facility, non-medical cannabis production facility, cannabis research and development facility or commercial cannabis cultivation that occurs indoors must be located in a stand-alone building, which does not contain any other businesses, in accordance with the appropriate federal and provincial legislation and regulations;
- e) For lands outside of the ALR, all security, community safety, potential noise/odour/lighting impacts and other issues related to outdoor production and cultivation must be addressed for commercial cannabis cultivation that occurs outdoors, in accordance with the appropriate federal and provincial legislation and regulations;
- f) a medical cannabis production facility, non-medical cannabis production facility, cannabis research and development facility or commercial cannabis cultivation must
  - i) have frontage on an existing, opened and constructed City road, to address infrastructure servicing and emergency response requirements;
  - ii) avoid negatively affecting sensitive land uses (e.g., residential, school, park, community institutional);
  - iii) not emit any offensive odors, emissions and lighting to minimize negative health and nuisance impacts on surrounding areas;
- g) applicants shall engage qualified professional consultants to prepare required studies and plans through the City's regulatory processes (e.g., rezoning, development permit, building permit, other as required);
- h) applicants shall ensure that proposals address the following matters, through the City's regulatory processes (e.g., rezoning, development permit, building permit, other):
  - i) compliance with City social, community safety, 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 policies and requirements;
  - ii) compliance with all federal, provincial and regional (e.g., Metro Vancouver) policies and requirements;
  - iii) compliance with the City Building Regulation Bylaw, Fire Protection and Life Safety Bylaw, Noise Regulation Bylaw, Business License Bylaw, Business Regulation Bylaw and other related, applicable City Bylaws;

- iv) compliance with the current BC Building Code, BC Fire Code, BC Fire Services Act, BC Electrical Code, and other related codes and standards;
  - i) the applicant/owner of a Federally licensed and City approved medical cannabis production facility, non-medical cannabis production facility, cannabis research and development facility or commercial cannabis cultivation operation shall be responsible for full remediation of the facility should it cease operations or upon closure of the facility;
  - j) consultation with stakeholders on a proposed facility shall be undertaken as deemed necessary based on the context specific to each proposal.”
2. This Bylaw may be cited as **“Official Community Plan Bylaw 9000, Amendment Bylaw 9928”**.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

_____	CITY OF RICHMOND
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_____	APPROVED by Director or Solicitor BK
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MAYOR\_\_\_\_\_  
CORPORATE OFFICER



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9929  
(Cannabis Related Zoning Regulations)**

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

1. Richmond Zoning Bylaw 8500 is amended by adding the following use definition in Section 3.4 (Use and Term Definitions):

**“Commercial cannabis cultivation**

means the commercial production of medical or non-medical cannabis located outside of the **Agricultural Land Reserve** limited to unenclosed outdoor cultivation or cultivation in a **building** or **structure** with a base consisting entirely of soil in accordance with the appropriate federal and provincial legislation and regulations, including supporting accessory **uses** related to cultivation, processing, testing, research and development, packaging and storage and administrative **office** functions that are directly related to and in support of cultivation and processing activities but does not include a **Medical Cannabis Production Facility** and **Non-medical Cannabis Production Facility**.”

2. Richmond Zoning Bylaw 8500 is amended by repealing and replacing the following use definitions in Section 3.4 (Use and Term Definitions):

**“Agriculture**

means the **use** of land outside of the **Agricultural Land Reserve** for the growing of crops or the raising of domesticated animals and allotment gardens where land is divided into plots for exclusive **use** as vegetable, fruit or flower gardens such as private and community gardens but does not include a **medical cannabis production facility**, **non-medical cannabis production facility**, the lawful production of cannabis as a **farm business** and **commercial cannabis cultivation**.

**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
- l) the lawful production of cannabis on land inside of the **Agricultural Land Reserve**, if produced outdoors in a field or inside a structure
  - i) that has a base consisting entirely of soil, or
  - ii) that was, before the date this section came into force:
    - (A) constructed for the purpose of growing crops inside it, including but not limited to the lawful production of cannabis or
    - (B) under construction for the purpose referred to in subparagraph (A), if that construction
      - (i) was carried out in accordance with all applicable authorizations and enactments, and
      - (ii) continues without interruption from the date it began to the date the structure is completed, other than work stoppages considered reasonable in the building industry, and

that has not been altered since the date this section came into force to increase the size of its base or to change the material used as its base.

**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 cannabis production facility** except as otherwise expressly permitted under section l) of the definition of **farm business**;
- e) a **non-medical cannabis production facility** except as otherwise expressly permitted under section l) of the definition of **farm business**; and
- f) a **cannabis research and development facility**.

**Greenhouse & plant nursery**

means a facility for the raising, storage and sale of produce bedding, **household**, ornamental plants and related materials such as tools, soil, fertilizers and garden furniture but does not include a **medical cannabis production facility**, **non-medical cannabis production facility**, the lawful production of cannabis as a **farm business** or **commercial cannabis cultivation**.

**Medical Cannabis Production Facility**

means a facility for the cultivation or processing of medical cannabis in a **building** or **structure** containing any concrete construction, **hardsurfacing** or other impermeable **structure** or construction sunk into, at or below **natural grade** of the **site** in accordance with the appropriate federal and provincial legislation and regulations, including supporting accessory **uses** related to cultivation, processing, testing, research and development, packaging, storage, distribution and administrative **office** functions that are directly related to and in support of cultivation and processing activities.

**Non-medical Cannabis Production Facility**

means a facility for the cultivation or processing of non-medical cannabis in a **building** or **structure** containing any concrete construction, **hardsurfacing** or other impermeable **structure** or construction sunk into, at or below **natural grade** of the **site** in accordance with the appropriate federal and provincial legislation and regulations, including supporting accessory **uses** related to cultivation, processing, testing, research and development, packaging and storage and administrative **office** functions that are directly related to and in support of cultivation and processing activities.”

3. Richmond Zoning Bylaw 8500 is amended by repealing and replacing clause c) in Section 5.13.4 (Agriculture permitted as a secondary use in all zones) as follows:

“c) A **medical cannabis production facility**, **non-medical cannabis production facility**, **cannabis research and development facility**, the lawful production of cannabis as a **farm business** or **commercial cannabis cultivation** is not permitted.”

4. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 9929”**.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

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MAYOR

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



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**To:** Mayor and Councillors  
**From:** Barry Konkin  
Manager, Policy Planning  
**Date:** November 9, 2018  
**File:** 08-4050-10/2018-Vol 01  
**Re:** **Summary of Proposed Bylaw Amendments to Revise Residential Regulations in the Agricultural Land Reserve**

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### Purpose

The purpose of this memo is to respond to Council's referral at their special Council meeting on November 6, 2018 on revising residential regulations for properties located within the Agricultural Land Reserve and to present a set of bylaws as a result of the referral.

### Council Referral

At the special meeting of Council on November 6, 2018, Council approved the following motions:

- (1) That staff be directed to prepare a bylaw that limits residential development on lots 0.2 ha (0.5 acres) or larger in the Agriculture (AG1) zone, in accordance with Option 1 presented in Table 1 of the staff report titled "Agriculturally Zoned Land: Summary of Public Consultation on Limiting Residential Development in the AG1 Zone for Properties that are 0.2 ha (0.5 acres) or Larger" dated March 13, 2018 from the Manager, Policy Planning, and specifically in accordance with the following provisions:
  - (a) a maximum house size of 500 m<sup>2</sup> (5,382 ft<sup>2</sup>);
  - (b) a maximum two storey building height;
  - (c) a maximum house footprint of 60% of the total floor area;
  - (d) a maximum farm home plate of 1,000 m<sup>2</sup> (10,764 ft<sup>2</sup>); and
  - (e) requiring the septic field to be located within the farm home plate;
- (2)
  - (a) That staff be directed to prepare a bylaw to limit house size on RS1 zoned lots in the Agricultural Land Reserve to a maximum of 500 m<sup>2</sup> (5,382 ft<sup>2</sup>); and
  - (b) That staff be directed to prepare a bylaw that limits residential development on lots less than 0.2 ha (0.5 acres) in the Agriculture (AG1) zone in accordance with the following provisions:
    - (i) a maximum two storey building height;
    - (ii) a maximum house footprint of 60% of the total floor area; and
    - (iii) requiring the septic field to be located within the farm home plate;
- (3) That the aforementioned bylaws be brought forward to the November 13, 2018 Regular Open Council agenda for Council consideration;

- (4) Whereas Section 463 of the Local Government Act allows the withholding of building permits that conflict with bylaws in preparation; and

Whereas Council has directed staff to prepare bylaws further limiting residential development in the Agricultural Land Reserve:

Therefore be it resolved that staff bring forward all building permit applications for residential development on lots located within the Agricultural Land Reserve, received more than 7 days after the passage of this resolution, to determine whether such applications are in conflict with the proposed bylaws to limit residential development for properties in the Agricultural Land Reserve.

### **Proposed Bylaws 9965, 9966, 9967, and 9968**

Staff have prepared four separate bylaws to amend Richmond Zoning Bylaw 8500 as follows:

1. Zoning Amendment Bylaw 9965: This bylaw would amend the Agriculture (AG1) zone to limit the maximum size of a house to  $500\text{m}^2$  ( $5,382\text{ ft}^2$ ) regardless of lot size. This maximum floor area would include the garage and all accessory residential buildings or structures to the principal dwelling unit. Lots smaller than  $1,279\text{ m}^2$  ( $13,773\text{ ft}^2$  or 0.32 acres) in area would be limited to a maximum house size less than  $500\text{m}^2$  ( $5,382\text{ ft}^2$ ) based on the Floor Area Ratio calculation.
2. Zoning Amendment Bylaw 9966: This bylaw would amend the Agriculture (AG1) zone to:
  - a) revise the maximum area of the farm home plate to  $1,000\text{ m}^2$  ( $10,763\text{ ft}^2$  or  $\frac{1}{4}$  acre) for lots equal to or greater than 0.2 ha (0.5 acre). For lots less than 0.2 ha (0.5 ac) the farm home plate is calculated as 50% of the lot area;
  - b) revise the maximum number of storeys for a dwelling unit from  $2\frac{1}{2}$  to 2 storeys and reduce the maximum building height for a dwelling unit from 10.5 m (34.4 ft.) to 9.0m (29.5 ft.). The proposed 9.0 m (29.5 ft.) height would be consistent with the maximum building height permitted for single family dwellings ; and
  - c) introduce a farm house footprint regulation which would limit the maximum farm house footprint to 60% of the maximum house size permitted for the property in the AG1 zone.

As an example how this new farm house footprint regulation would be applied, two scenarios have been provided:

- i. for lots that are  $1,279\text{ m}^2$  ( $13,773\text{ ft}^2$  or 0.32 acre) in area or larger, the lot would have the potential to build up to a maximum house size of  $500\text{m}^2$  ( $5,382\text{ ft}^2$ ) which would calculate ( $60\% \times 500\text{m}^2$ ) to a maximum farm house footprint of  $300\text{m}^2$  ( $3,229\text{ ft}^2$ ); and
- ii. if a lot is less than  $1,279\text{ m}^2$  ( $13,773\text{ ft}^2$  or 0.32 acres) in area, the maximum house size would be less than  $500\text{m}^2$  ( $5,382\text{ ft}^2$ ) based on the floor area ratio calculations in the AG1 zone. For those properties, the maximum farm house footprint would be less than  $300\text{m}^2$  ( $3,229\text{ ft}^2$ ). For example, a  $1,000\text{ m}^2$  ( $10,764\text{ ft}^2$ ) lot size could build a house up to  $416\text{ m}^2$  ( $4,478\text{ ft}^2$ ) based on the floor area ratio calculations in the AG1 zone which would calculate ( $60\% \times 416\text{m}^2$ ) the maximum farm house footprint to  $250\text{ m}^2$  ( $2,691\text{ ft}^2$ ).




3. Zoning Amendment Bylaw 9967: This bylaw would amend the definition of 'Farm home plate' to include the entire sewerage septic system, including septic tanks and fields, within the farm home plate.
4. Zoning Amendment Bylaw 9968: This bylaw would amend the Single Detached (RS1/F-G) zone in the Agricultural Land Reserve (ALR) to limit the maximum floor area for a principal dwelling unit to 500m<sup>2</sup> (5,382 ft<sup>2</sup>).

#### **Section 463 Withholding Resolution**

The Section 463 withholding resolution that was adopted by Council on Tuesday, November 6, 2018 will go into effect on Wednesday, November 14, 2018 which is 7 days after the withholding resolution was adopted by Council. All building permits submitted on November 14, 2018 or later will be forwarded to Council to determine if the application is in conflict with the bylaws under consideration.

If you have any questions, please contact me at 604.276.4139.



Barry Konkin  
Manager, Policy Planning

BK:jh

pc: SMT  
Wayne Craig, Director, Development  
James Cooper, Director, Building Approvals



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9965  
(Revised House Size Regulations in the Agriculture Zone)**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 14 by deleting subsection 1.b) ii) under Section 14.1.4 (Permitted Density) and replacing it with the following:  
“ii) 500 m<sup>2</sup>.”
2. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 9965**”.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

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CITY OF RICHMOND
APPROVED by <i>DN</i>
APPROVED by Director or Solicitor <i>BK</i>

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MAYOR

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



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9966  
(Revised Residential Regulations in the Agriculture Zone)**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 14:

a) by deleting Section 14.1.4.A (Farm Home Plate) and replacing it with the following:

**"14.1.4.A Farm Home Plate**

1. The maximum area of the **farm home plate** is:

a) 50% of the **lot area** for **lots** less than 0.2 ha; and

b) 1,000 m<sup>2</sup> for **lots** equal to or greater than 0.2 ha."

b) by adding the following under Section 14.1.5 (Permitted Lot Coverage) as new Section 14.1.5.3:

"3. The maximum farm house footprint is 60% of the maximum **floor area ratio** as permitted under Section 14.1.4 of this bylaw. The farm house footprint means the total horizontal area of the **farm home plate** that may be occupied by the **first storey** of the **principal dwelling**."

c) by deleting subsection 14.1.7.1 under Section 14.1.7 (Permitted Heights) and replacing it with the following:

"1. The maximum **height** for **single detached housing**, including any additional **dwelling units**, is 2 **storeys**, but shall not exceed 9.0 m."

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 9966”**.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED


CITY OF RICHMOND
APPROVED by <i>DN</i>
APPROVED by Director or Solicitor <i>BK</i>

\_\_\_\_\_  
MAYOR

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



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9967  
(Revised farm home plate definition to include the septic field area)**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 3.4 by deleting the term 'Farm home plate' and replacing it with the following definition, in alphabetical order:

**"Farm home plate:** means the portion of a **lot** including or located between a principal **dwelling unit**, additional **dwelling unit(s)**, and any **accessory buildings** or **accessory structures**, including driveways to **dwelling unit(s)**, decorative landscaping, artificial ponds not serving farm drainage, irrigation needs or aquaculture use, and sewerage septic tanks and fields, in one contiguous area."

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9967"**.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

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\_\_\_\_\_  
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CITY OF RICHMOND
APPROVED by <i>DN</i>
APPROVED by Director or Solicitor <i>BK</i>

\_\_\_\_\_  
MAYOR

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





**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9968  
(Revised House Size Regulations for Residential Zones in the  
Agricultural Land Reserve)**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 8 by deleting subsection 2.A.b)ii) under Section 8.1.4 (Permitted Density) and replacing it with the following:  
  
    “ii)         500 m<sup>2</sup>.”
2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 9968”**.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

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CITY OF RICHMOND
APPROVED by <i>DN</i>
APPROVED by Director or Solicitor <i>BK</i>

\_\_\_\_\_  
MAYOR

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



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**To:** Mayor and Councillors  
**From:** Barry Konkin  
Manager, Policy Planning  
**Date:** October 31, 2018  
**File:** 08-4050-10/2018-Vol 01  
**Re:** **Single Family Building Permit Activity in the AG1 Zone – 2018 Year to Date**

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This memorandum is provided in response to inquiries from some members of Council. The purpose of the memorandum is two-fold:

- to provide Council with an update on single family building permit activity for lands zoned “Agriculture – AG1” for the calendar year of 2018; and
- to provide preliminary analysis of the implications of further regulation of single family houses on lots zoned “Agriculture – AG1” which are **less** than 0.5 ac (0.2 ha).

### **Building Permit Activity**

For the calendar year 2018, there have been a total of 30 building permits (BPs) submitted for properties zoned “Agriculture – AG1”. As a comparison, a total of 43 building permit applications were submitted in 2017.

In addition, there was a clear correlation between the number of BP applications submitted and when Council was considering bylaw amendments for the AG1 zone. Specifically, there was a ‘spike’ in building permit applications, each time that restrictions on single family house size for properties zoned “Agriculture – AG1” were discussed by Council. For this reason, staff is of the opinion that a withholding resolution under Section 463 of the *Local Government Act* should be passed, if there is to be further discussion or review of house size limits for agricultural properties.

For the period between March 3<sup>rd</sup> and April 3<sup>rd</sup>, 2017 – the period between initial discussions of establishing limits to maximum permitted house size, and the date when building permits were withheld pending the adoption of bylaw amendments to the Official Community Plan and Zoning Bylaw – 18 building permits were submitted which equates to 42% of the total yearly building applications for the AG1 zone.

A similar increase in the number of building permit applications was experienced in March of 2018 correlating to the date staff reported back to Council the results of the public consultation undertaken in February of 2018. During the month of March 2018, 14 single family building permit applications were submitted which accounts for 47% of the 2018 single family BPs on land zoned AG1 to date.

Should there be direction from Council for staff to re-visit the maximum permitted house size in the AG1 Zone, it is likely that we will experience a similar increase in the number of single family building permit applications for lands zoned “Agriculture – AG1”.

**Further Regulation of House Footprint, Maximum Number of Storeys, and Septic Field Location for Lots Less Than 0.2 ha (0.5 ac) in Size**

This section of the memorandum provides a summary of possible implications of applying additional regulations to limit house footprint, reduce the number of storeys to 2, and regulate the septic field locations for all lots zoned "Agriculture – AG1" **less** than 0.2 ha (0.5 ac). There are a total of 1,274 properties under this zone, broken out by lot size as follows:

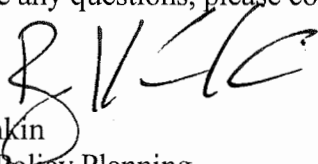
- 263 parcels (21 %) are less than 0.2 ha (0.5 ac)
- 490 parcels (38 %) are between 0.2 ha (0.5 ac) and 1.0 ha (2.5 ac)
- 521 parcels (41%) are greater than 1.0 ha (2.5 ac)

In March 2018, staff outlined a range of house size options, house footprint and septic field locations that would allow construction of a home, associated recreational spaces, and septic field area, which would typically occupy no more than 50% of the total farm home plate area. In the staff report to Planning Committee dated March 13, 2018, a number of options were presented including an option (Option 1) for a maximum farm home plate area of 1,000 m<sup>2</sup>, a maximum house size of 500 m<sup>2</sup>, a maximum house footprint of 60% of the maximum house size, and the septic field located within the farm home plate. These proposed regulations focussed on lots of 0.2 ha (0.5 ac) or larger.

Since that time, staff have been requested to analyze the potential to further regulate the maximum permitted house footprint, the maximum number of storeys, and the septic field location, for lots of less than 0.2 ha (0.5 ac). In staff's assessment, it is feasible to regulate the maximum house footprint to 60% of the maximum permitted house size, limit the number of storeys to 2, and require the septic field to be located within the farm home plate for lots less than 0.2 ha (0.5 ac).

For a modest number of very small lots some flexibility around use of a house footprint less than 60% of the maximum permitted house size, and / or use of an alternative septic system, which can reduce the size of the septic field required. There is also the option that the property owner could apply for a Development Variance Permit, to vary setbacks, or to locate the septic field in a location outside of the farm home plate, in rare or unique situations. Staff anticipate that there will be very few instances where a property owner of a lot less than 0.2 ha (0.5 ac) in size, would not be able to build a new single family dwelling on a property zoned "Agriculture – AG1", and not be able to accommodate the house and septic field within the permitted farm home plate.

If you have any questions, please contact me at 604.276.4139.



Barry Konkin  
Manager, Policy Planning

BK:jh

pc: SMT  
Wayne Craig, Director of Development  
James Cooper, Director of Building Approvals



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<b>To:</b>	Planning Committee	<b>Date:</b>	March 13, 2018
<b>From:</b>	Barry Konkin Manager, Policy Planning	<b>File:</b>	08-4057-10/2018-Vol 01
<b>Re:</b>	<b>Agriculturally Zoned Land: Summary of Public Consultation on Limiting Residential Development in the AG1 Zone for Properties that are 0.2 ha (0.5 acres) or Larger</b>		

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**Staff Recommendation**

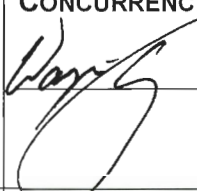

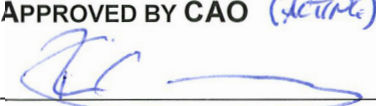
1. That the staff report titled “Agriculturally Zoned Land: Summary of Public Consultation on Limiting Residential Development in the AG1 Zone for Properties that are 0.2 ha (0.5 acres) or Larger” dated March 13, 2018 from the Manager of Policy Planning be received for information;
2. That staff be directed to:
  - a. prepare a bylaw based on an option chosen from the potential options presented in the report “Agriculturally Zoned Land: Summary of Public Consultation on Limiting Residential Development in the AG1 Zone for Properties that are 0.2 ha (0.5 acres) or Larger” dated March 13, 2018 from the Manager of Policy Planning; or
  - b. prepare a customized bylaw with specific direction on:
    - i. maximum permitted house size;
    - ii. maximum house footprint;
    - iii. maximum number of storeys;
    - iv. the location of the septic field in relation to the farm home plate; and
    - v. a maximum permitted farm home plate area; or
  - c. maintain the current bylaw regulations for residential development on the City’s agriculturally zoned land (AG1 zone), as adopted by Council on May 17, 2017;
3. That, following Council’s ratification of any option identified in recommendation 2a or 2b at the March 26, 2018 Regular Council Meeting, staff be directed to bring forward appropriate bylaws for consideration of First Reading to the April 9, 2018 Regular Council Meeting; and

4. That a letter be sent to the Premier of BC, the BC Minister of Agriculture, and the BC Minister of Finance, with copies to all Richmond Members of the Legislative Assembly, the Leader of the Third Party, the Leader of the Official Opposition, and the Chair of the BC Agricultural Land Commission requesting that the Province review their policies on foreign ownership, taxation, enforcing their guidelines on house size and farm home plate, providing greater financial incentives for farmers, and strengthening the Agricultural Land Commission's enforcement actions for non-farm uses.



Barry Konkin  
Manager, Policy Planning  
(604-276-4139)

Att. 10

REPORT CONCURRENCE		
<b>ROUTED TO:</b>  Building Approvals Finance Law	<b>CONCURRENCE</b>  <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<b>CONCURRENCE OF GENERAL MANAGER</b>  for <b>JOE FREGG</b>
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO (Acting):</b> 



## **Staff Report**

### **Origin**

As part of a six month review of bylaws adopted in May 2017 that established limits to residential development on land in the Agricultural Land Reserve, this report responds to Council's direction on December 20, 2017 which stated:

- (1) That staff be directed to:*
  - (a) conduct public consultation regarding the options presented in this report ("Response to Referral: Options to Limit House Size, Farm Home Plate and House Footprint") regarding house size, farm home plate and house footprint;*
  - (b) receive comments regarding Provincial involvement to encourage farming;*
  - (c) provide a comparison of the proposed options and the Provincial guidelines on the Farm Home Plate and House Footprint;*
  - (d) provide sample pictures of houses with the proposed maximum sizes;*
  - (e) include the maximum house floor area of 5,380 ft<sup>2</sup> for houses on agricultural land, as noted in the Provincial guidelines, as an option in the public consultation process; and*
  - (f) include the existing regulations on maximum house size on agricultural land as an option in the public consultation process.*

This report summarizes the feedback received from the public consultation process that took place between February 1 and February 18, 2018, and presents a number of options on how Council can address this issue. The consultation process also encouraged feedback on what actions other levels of government should consider to encourage farming activity.

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

- 3.1. Growth and development that reflects the OCP, and related policies and bylaws.*

This report supports Council's 2014-2018 Term Goal #8 Supportive Economic Development Environment:

- 8.3. The City's agricultural and fisheries sectors are supported, remain viable and continue to be an important part of the City's character, livability, and economic development vision.*

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

- 9.1. Understandable, timely, easily accessible public communication.*

### **Findings of Fact**

On May 17, 2017, Council adopted a number of bylaw amendments to better preserve land for agriculture by incorporating new regulations for residential development on the City's agriculturally zoned land (AG1 zone). These amendments included establishing a maximum floor area for all residential buildings, including the principal dwelling unit and all residential accessory buildings, and creating a maximum farm home plate area for all residential

improvements (e.g., driveway, decorative landscaping, swimming pools, tennis courts). A summary of these existing zoning regulations as adopted by Council can be found in Attachment 1.

As part of the six month review on the implementation of those bylaw amendments, Council reviewed options on December 20, 2017 to further limit house size (floor area) and farm home plate area, septic field location in relation to the farm home plate, and to consider a maximum house footprint limit on parcels of land zoned Agriculture (AG1) that are 0.2 ha (0.5 acre) or larger. On December 20, 2017, Council directed staff to seek public input on these options. The Council-endorsed consultation was conducted between February 1 and February 18, 2018 through an online LetsTalkRichmond.ca feedback form, and three public open houses which were held on February 7 and 8, 2018 at City Hall, and on February 15, 2018 at the East Richmond Community Hall.

Throughout this process, there was a high level of public interest with over 200 people attending the three public open houses, and a total of 525 completed feedback forms received during the public consultation period. Feedback was also received through letters and emails to Council.

#### Feedback Form Results

A total of 525 feedback forms were received through the online LetsTalkRichmond.ca and through completed hard copies of the feedback form which were submitted directly to staff, and which were manually input into LetsTalkRichmond.ca. Of those feedback forms:

- 504 indicated they were a Richmond resident, provided a Richmond address and/or a Richmond postal code; and
- Of the remaining 21, 11 indicated an out of town address and 10 indicated an out of town postal code.

Staff analyzed the results of the feedback received from the 504 Richmond residents, which was then broken out into responses from those that self-declared they are a non-farming Richmond resident (408) or a Richmond farmer (96).

A comparison of responses between the 408 Richmond respondents who indicated they are a non-farmer and the 96 who indicated they were a farmer, show clear differences in opinion on further establishing limits on residential development in the AG1 zone.

Key findings in the public feedback received include the following:

<b>All Richmond Respondents (504)</b>	<b>Richmond Non-Farmers (408)</b>	<b>Richmond Farmers (96)</b>
60% indicated they wish to have the farm home plate area reduced	73% indicated they wish to have the farm home plate area reduced	90% indicated they <u>do not</u> wish to have the farm home plate area reduced
56% indicated they wish to have the entire septic systems within the farm home plate area	68% indicated they wish to have the entire septic systems within the farm home plate area	93% indicated they <u>do not</u> wish to have the entire septic systems within the farm home plate area

All Richmond Respondents (504)	Richmond Non-Farmers (408)	Richmond Farmers (96)
64% indicated they support a new regulation to limit the maximum house footprint	77% indicated they support a new regulation to limit the maximum house footprint	91% indicated they <u>do not</u> support a new regulation to limit the maximum house footprint
78% indicated they <u>do not</u> support increasing the house height from 2 ½ to 3 storeys	77% indicated they <u>do not</u> support increasing the house height from 2 ½ to 3 storeys	82% indicated they <u>do not</u> support increasing the house height from 2 ½ to 3 storeys
63% indicated they support reducing the maximum house size	76% indicated they support reducing the maximum house size	93% indicated they <u>do not</u> support reducing the maximum house size
Of the 317 respondents who indicated they support reducing the maximum house size:  <ul style="list-style-type: none"> <li>77% indicated support for a house size of 5,382 ft<sup>2</sup> or less</li> </ul>	Of the 310 respondents who indicated they support reducing the maximum house size:  <ul style="list-style-type: none"> <li>78% indicated support for a house size of 5,382 ft<sup>2</sup> or less</li> </ul>	Of the 7 respondents who indicated they support reducing the maximum house size:  <ul style="list-style-type: none"> <li>72% indicated support for a house size of 5,382 ft<sup>2</sup> or less</li> </ul>

There was a marked difference in opinion between non-farming Richmond residents and Richmond farmers on:

- the maximum house size (reduce size or maintain current regulations);
- introducing a new regulation on limiting the maximum house footprint (include as a new regulation or do not include);
- the size of the farm home plate area (reduce size or maintain current regulations); and
- the location of the septic field in relation to the farm home plate (inside or outside the farm home plate).

The only question that both non-farmers and farmers generally agreed upon was a lack of support to increase the maximum number of storeys of a house from 2 ½ to 3 storeys.

Attachment 2 compares the feedback form results with those who identified themselves as a Richmond resident, but not a farmer, with those who identified themselves as a Richmond farmer. Those results are then compared with the feedback form results of all Richmond residents.

#### Other Feedback Form Submissions

Through the consultation process, staff were approached by representatives of two Richmond-based farm operations with significant land holdings in Richmond. These land owners requested that they be permitted to submit a feedback form for each parcel of land they own. Accordingly, the requested forms were provided, and 286 additional feedback forms were received.

All 286 feedback forms provided the same comments which included:

1. Maintain the City's existing maximum farm home plate area regulations;
2. Do not include the entire septic system, including the septic field, within the City's farm home plate area;
3. Do not support a new regulation to limit the maximum house footprint;

4. Do not support increasing the maximum house footprint house height from 2 ½ storeys to 3 storeys; and
5. Retain the existing maximum house size of 1,000 m<sup>2</sup> (10,764 ft<sup>2</sup>).

The results of one feedback form from each farming operation were included in the total number of feedback forms received on LetsTalkRichmond.ca. The remaining 284 forms were not included in the overall feedback form results, but have been acknowledged as part of the public input into the process.

### Stakeholder and Other Submissions

The following letters were received from identified stakeholder organizations requesting that the City maintain the current AG1 house size regulations in Richmond Zoning Bylaw 8500 (Attachment 3):

- 1 letter from the City of Richmond's Agricultural Advisory Committee (AAC);
- 1 letter from the Richmond Farmers Institute (RFI); and
- 1 letter received from the Richmond Farmland Owners Association.

The letters from the AAC and RFI, which can be found in Attachment 3, were the same letters submitted in March 2017 indicating their respective position on establishing limits on residential development. A representative from both the AAC and RFI indicated that their position has not changed since the March 2017 letters were submitted.

To further clarify the position of the AAC, the following motion was passed at their regular meeting on March 7, 2018:

*"The Agricultural Advisory Committee supports the current AG1 zoning limitation on residential development and do not support further changes."*

*7 members supported / 1 member opposed*

The following was received from stakeholder organizations requesting that the City reduce the farm home plate and house size regulations in the AG1 zone (Attachment 3):

- 1 letter received from Richmond FarmWatch.

In addition to the letters received as noted above, Council received a petition from a delegation representing the Richmond Citizens Association at the February 26, 2018 Council meeting. The petition had a total of 5,504 names with the following:

- 4,379 names compiled through a digital petition that included names of individuals from all over the world. Of those names 710 (16%) indicated they were from Richmond. Staff note that no specific addresses were recorded as part of this petition.
- 1,125 names were also submitted as part of a second petition. Of those names:
  - 34 indicated they reside outside of Richmond; and
  - of the 1,091 names from Richmond, this represented 981 distinct Richmond households due to multiple names from the same household.



The main focus of the petition was to request Council to implement a moratorium on new building permit applications on ALR land, and to establish a maximum house size of 500 m<sup>2</sup> (5,382 ft<sup>2</sup>) for AG1 zoned properties. A copy of the petition is available for viewing at City Hall, in addition to a copy in the Councillors lounge.

As of March 13, 2018, three additional emails to Mayor and Councillors have been received regarding limits on residential development on farmland. The three emails all request Council to consider a smaller house size limit. A copy of those letters can be found in Attachment 4.

## Analysis

### Profile of Richmond's AG1 Parcels

As background information in this report, Attachment 5 provides a detailed breakdown on the size of Richmond's AG1 zoned parcels with road access.

### House Size and Related Regulations: Options for Consideration

Staff were directed by Council to examine potential further limits to house size (floor area), introducing a maximum house footprint limit, determining septic field location in relation to the farm home plate, and further limits to the farm home plate area on parcels of land zoned AG1 that are 0.2 ha (0.5 acre) or larger. The combination of these factors results in a myriad of potential, functional options. As a result, staff have prepared Table 1 below with 12 separate options all of which consider the various parameters.

Table 1 – Options for Consideration (all measurements are in square feet)												
	Option 1	Option 2		Option 3			Option 4			Option 5		
		A	B	A	B	C	A	B	C	A	B	C
Maximum House Size	5,382	6,500		7,500			8,500			10,764		
Number of Storeys *	2	2.5	2.5	2.5	2.5	3	2.5	2.5	3	2.5	2.5	3
Maximum House Footprint (% of floor area) *	60%	45%	40%	45%	40%	40%	45%	40%	40%	45%	40%	40%
Maximum House Footprint (house size x footprint %)	3,229	2,925	2,600	3,375	3,000	3,000	3,825	3,400	3,400	4,844	4,306	4,306
Maximum Septic Field Area (30% of floor area)	1,615	1,950	1,950	2,250	2,250	2,250	2,550	2,550	2,550	3,229	3,229	3,229
Total House Footprint and Septic Field Area (50% of farm home plate)	4,844	4,875	4,550	5,625	5,250	2,250	6,375	5,950	2,550	8,073	7,535	3,229
Farm Home Plate with Septic Field Inside (minimum 10,764 ft <sup>2</sup> )	10,764			11,250	10,764		12,750	11,900		16,146	15,070	
Farm Home Plate with Septic Field Outside (minimum 10,764 ft <sup>2</sup> )	10,764											

\* Attachment 6, 7, 8 and 9 provide conceptual diagrams for a 2-storey, 2 ½ storey and 3 storey house which are meant to illustrate potential building massing based on the maximum house footprint identified in Table 1.



Some additional notes for Table 1 include:

- The septic field area has been calculated as approximately 30% of the overall house floor area. This is based on a correlation between the house floor area and septic field area of Type 2 septic systems, which are the most commonly used septic systems in Richmond, noted through an examination of agricultural building permits from the past 7 years. This calculation has been used to establish a maximum farm home plate area.
- The septic field area and house footprint should not occupy more than 50% of the farm home plate area to allow for setbacks of buildings, driveways, and other recreational areas. This calculation has been used to establish a maximum farm home plate area.
- A 2 storey house would be limited to a maximum house footprint of 60% of the overall floor area on the first storey with the remaining 40% to be on the second storey. The first storey of the house would include the garage floor area and the 60/40 ratio between the first and second storey allows for adequate articulation of the building. See Attachment 6 for a conceptual diagram of a 2 storey house.
- A 2 ½ storey house would include either:
  - a maximum house footprint of 45% of the overall floor area on the first storey, with 38% on the second storey, and 17% on the ½ storey. The ½ storey would be no more than 50% of second floor area to be in keeping with the definition of a ½ storey in Richmond Zoning Bylaw 8500. The first storey of the house would include the garage floor area and the 45/38/17 ratio between the first, second and ½ storey allows for articulation of the building. See Attachment 7 for a conceptual diagram of a 2 ½ storey house with this type of building massing; or
  - a maximum house footprint of 40% of the overall floor area on the first storey, with 40% on the second storey, and 20% on the ½ storey. The ½ storey would be no more than 50% of second floor area to be in keeping with the definition of a ½ storey in Richmond Zoning Bylaw 8500. The first storey of the house would include the garage floor area and the 40/40/20 ratio between the first, second and third storey allows for some articulation of the building. See Attachment 8 for a conceptual diagram of a 2 ½ storey house with this type of building massing.
- A 3 storey house would have a maximum house footprint of 40% of the overall floor area to be on the first storey, with 35% on the second storey, and 25% on the third storey. The first storey of the house would include the garage floor area and the 40/35/25 ratio between the first, second and third storey allows for articulation of the building. See Attachment 9 for a conceptual diagram of a 3 storey house. Note: the current Zoning Bylaw does not currently permit a 3 storey house in the AG1 zone.
- Staff also note that all options in Table 1 would establish a maximum farm home plate area that is less than what is currently permitted in Richmond Zoning Bylaw 8500. Staff do not suggest reducing the maximum farm home plate area to less than 1,000 m<sup>2</sup> (10,764 ft<sup>2</sup>) which is half of the Ministry of Agriculture's Guidelines. The Ministry's Guidelines suggest a minimum farm home plate area of 2,000 m<sup>2</sup> (21,528 ft<sup>2</sup>) regardless of parcel size.

### Discussion of Options

Table 1 provides 12 different options for Council's consideration and includes the five different house size options based on Council's December 20, 2017 referral to staff.

For the 6,500 ft<sup>2</sup> house size option (Option 2), there are two sub-options for a 2 ½ storey house, each with a different maximum house footprint (40% and 45% of overall house floor area).

For the 7,500 ft<sup>2</sup>, 8,500 ft<sup>2</sup>, and 10,764 ft<sup>2</sup> house size options (Options 3, 4 and 5), each have 3 sub-options. The first two sub-options are for a 2 ½ storey house with a different maximum house footprint (40% and 45% of overall house floor area). The third sub-option considers a full 3 storey house with a 40% maximum house footprint. The 3 storey option is based on a reduced maximum house footprint, and the maximum height of the house of 10.5 m (34 ft.).

Some of the conclusions with Table 1 include the following:

1	Option 1	Max. house size	5,382 ft <sup>2</sup>
		Max. farm home plate with septic field	10,764 ft <sup>2</sup>
		Max. farm home plate without septic field	10,764 ft <sup>2</sup>
		Number of storeys	2 (could be included in 2 ½ storey)
		Max. house footprint	60% of the total house floor area
2	Option 2A	Max. house size	6,500 ft <sup>2</sup>
		Max. farm home plate with septic field	10,764 ft <sup>2</sup>
		Max. farm home plate without septic field	10,764 ft <sup>2</sup>
		Number of storeys	2 ½ storey
		Max. house footprint	45% of the total house floor area
3	Option 2B	Max. house size	6,500 ft <sup>2</sup>
		Max. farm home plate with septic field	10,764 ft <sup>2</sup>
		Max. farm home plate without septic field	10,764 ft <sup>2</sup>
		Number of storeys	2 ½ storey
		Max. house footprint	40% of the total house floor area
4	Option 3A	Max. house size	7,500 ft <sup>2</sup>
		Max. farm home plate with septic field	11,250 ft <sup>2</sup>
		Max. farm home plate without septic field	10,764 ft <sup>2</sup>
		Number of storeys	2 ½ storey
		Max. house footprint	45% of the total house floor area
5	Option 3B	Max. house size	7,500 ft <sup>2</sup>
		Max. farm home plate with septic field	10,764 ft <sup>2</sup>
		Max. farm home plate without septic field	10,764 ft <sup>2</sup>
		Number of storeys	2 ½ storey
		Max. house footprint	40% of the total house floor area
6	Option 3C	Max. house size	7,500 ft <sup>2</sup>
		Max. farm home plate with septic field	10,764 ft <sup>2</sup>
		Max. farm home plate without septic field	10,764 ft <sup>2</sup>
		Number of storeys	3 storey
		Max. house footprint	40% of the total house floor area

7	Option 4A	Max. house size	8,500 ft <sup>2</sup>
		Max. farm home plate with septic field	12,750 ft <sup>2</sup>
		Max. farm home plate without septic field	10,764 ft <sup>2</sup>
		Number of storeys	2 ½ storey
		Max. house footprint	45% of the total house floor area
8	Option 4B	Max. house size	8,500 ft <sup>2</sup>
		Max. farm home plate with septic field	11,900 ft <sup>2</sup>
		Max. farm home plate without septic field	10,764 ft <sup>2</sup>
		Number of storeys	2 ½ storey
		Max. house footprint	40% of the total house floor area
9	Option 4C	Max. house size	8,500 ft <sup>2</sup>
		Max. farm home plate with septic field	11,900 ft <sup>2</sup>
		Max. farm home plate without septic field	10,764 ft <sup>2</sup>
		Number of storeys	3 storey
		Max. house footprint	40% of the total house floor area
10	Option 5A	Max. house size	10,764 ft <sup>2</sup>
		Max. farm home plate with septic field	16,146 ft <sup>2</sup>
		Max. farm home plate without septic field	10,764 ft <sup>2</sup>
		Number of storeys	2 ½ storey
		Max. house footprint	45% of the total house floor area
11	Option 5B	Max. house size	10,764 ft <sup>2</sup>
		Max. farm home plate with septic field	15,070 ft <sup>2</sup>
		Max. farm home plate without septic field	10,764 ft <sup>2</sup>
		Number of storeys	2 ½ storey
		Max. house footprint	40% of the total house floor area
12	Option 5C	Max. house size	10,764 ft <sup>2</sup>
		Max. farm home plate with septic field	15,070 ft <sup>2</sup>
		Max. farm home plate without septic field	10,764 ft <sup>2</sup>
		Number of storeys	3 storey
		Max. house footprint	40% of the total house floor area

Should Council wish to consider a bylaw amendment to reduce house size and farm home plate, establish a maximum house footprint, indicate the location of the septic field in relation to the farm home plate, and potentially increase the maximum number of storeys, Council can select one of the 12 options from Table 1 in which staff would prepare the necessary bylaw amendment for Council's consideration at the April 9, 2018 Regular Council meeting.

Alternatively, Council could direct staff to prepare a bylaw based on a customized option for consideration with specific direction on:

1. maximum house size;
2. maximum house footprint (as percentage of overall house size);
3. maximum number of storeys;
4. the location of the septic field in relation to the farm home plate; and
5. maximum farm home plate area.

As another alternative, Council could maintain the current bylaw regulations for residential development on the City's agriculturally zoned land (AG1 zone), as adopted by Council on May 17, 2017.

### Single Family Residential Building Massing

Since 2015, there have been a series of bylaw amendments that have been adopted by Council that address single family building massing. Most of those regulations apply to all single family dwellings, including single detached homes on AG1 zoned land. Some of the regulations apply to how a half-storey is defined, how the interior ceiling height is measured, how the residential vertical lot width envelope is measured, establishing a 70 m<sup>2</sup> (753 ft<sup>2</sup>) maximum area for residential accessory buildings, establishing projection limits on chimney, fireplaces, bay windows and hatches, and setting a maximum projection for an attached garage.

Of the adopted single family massing regulations already in Richmond Zoning Bylaw 8500, only four do not apply to single detached homes in the AG1 zone. They are:

1. Maximum height of 7.5 m (24.6 ft.) for a flat roof house;
2. Regulations on the minimum percentage for front yard landscaping;
3. Establishing a variation for rear yard setbacks for the first storey elevation; and
4. Limiting the length of a continuous wall oriented to an interior side yard to a maximum length of 55% of the total lot depth.

The four regulations listed above were developed to apply to house massing in an urban environment where single detached homes are in closer proximity to each other on smaller lots compared to lots in the AG1 zone. Regulations such as a farm home plate already establish maximum setback limits, and all homes in the AG1 have a maximum 50 m (164 ft.) setback limit from the road. With respect to front yard landscaping, this may be difficult to apply to the AG1 zone if the septic field area is located within the front yard area, in addition to the number of AG1 zoned lots that have Riparian Management Areas within the front yard. As a result, staff to do not recommend applying these regulations to the AG1 zone.

### Temporary Withholding of Building Permits

The *BC Local Government Act* in Section 463 allows a local government to withhold issuance of a building permit where the permit would be in conflict with a bylaw(s) under preparation. The provisions under Section 463 allow a permit to be held for up to 90 days (30 day initial hold for review, and then a further 60 days, if so deemed by Council). Staff reports are required for both the initial 30 day hold and requesting the additional 60 day hold, to obtain Council approval of the withholding of the building permit.

Council utilized this provision in 2017 when bylaws were being established to set limits to residential development on farmland. If Council were to proceed with the preparation of a bylaw to further reduce house size and farm home plate area, determine septic field location in relation to the farm home plate, and establish a house footprint regulation for all lots in the AG1 Zone on lots larger than 0.2 ha (0.5 acres), and wished to withhold the issuance of building permits for such properties while the bylaw was under preparation, a resolution would need to be endorsed by Council authorizing the following:

*Whereas Section 463 of the Local Government Act allows the withholding of building permits that conflict with bylaws in preparation; and*

*Whereas Council has directed staff to further review options on reducing house size and farm home plate area, determining septic field location in relation to the farm home plate, and establishing a house footprint regulation for all lots in the AG1 Zone on lots larger than 0.2 ha (0.5 acres).*

- (1) That staff be directed to prepare for Council's consideration a bylaw that would further limit house size and farm home plate area, determine septic field location in relation to the farm home plate, and establish a house footprint regulation for properties zoned Agriculture (AG1) on lots 0.2 ha (0.5 acres) or larger; and*
- (2) That staff bring all building permit applications for residential development in the Agriculture (AG1) zone on properties 0.2 ha (0.5 acres) or larger, received more than 7 days after the passage of resolution #1 to Council, to determine whether such applications are in conflict with the proposed bylaw to limit house size, farm home plate area, septic field location in relation to the farm home plate, and house footprint for properties zoned AG1 that are 0.2 ha (0.5 acres) or larger.*

#### Provincial Actions to Improve Agricultural Viability

The protection and use of farmland is regulated by different levels of government (e.g., local, provincial and federal), but is largely a Provincial responsibility regulated by the *Agricultural Land Commission Act*, and the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation*, and various policies of the Provincial Agricultural Land Commission (ALC). The ALC, in cooperation with local government, regulates and administers the use of land that is located within the Agricultural Land Reserve (ALR). Locally, the City of Richmond has the ability to regulate the siting and massing of residential and agricultural buildings and structures.

The City also collects property taxes based on the assessment value and classification provided by the BC Assessment Authority. Farm classifications are given to properties that are farmed and meet BC Assessment's farming requirements which are then regulated by the Province. The Province also has the ability to set other taxes such as the Property Transfer Tax and the Foreign Buyers Tax.

As part of the public consultation on house size, farm home plate and house footprint regulations in the AG1 zone, staff were directed to ask respondents to list what they think other levels of government should be doing to encourage farming. Attachment 10 provides a summary of the feedback received from the LetsTalkRichmond.ca feedback forms. Most of the feedback received related to possible Provincial actions on foreign ownership and taxation.

Some of the most repeated issues involved the taxation of farmland, foreign ownership, and the need for more incentives for farmers and property owners to ensure agricultural productivity. Particular interest was focussed on the Foreign Buyers Tax which was recently increased from 15% to 20%. The Foreign Buyers Tax only applies to areas of the property that is not assessed as farm. If a property is not assessed for farming, then the Foreign Buyers Tax would apply to the entire property. If a property is assessed for farming and has residential improvements, then



the Foreign Buyers Tax applies to the residential improvements plus 0.5 hectares (1.2 acres) of land. If the entire property is assessed for farming and there are no residential improvements, then the Foreign Buyers Tax would not apply at all.

Listed below are some of the key suggestions from the public consultation feedback that staff recommend be forwarded to the Province:

- Restrict foreign ownership by applying the Foreign Buyers Tax to land that is assessed for farming;
- Review how farmland is taxed by:
  - Increasing the minimum farm income threshold required in declaring farm class status;
  - Revisiting the tax structure for farmland that is not farmed; and,
  - Introducing a tax that would prevent farm properties being resold during a short period of time;
- Introducing enforceable provincial regulations on the maximum house size, farm home plate, and setbacks for houses on farmland;
- Provide greater incentives for farmers (existing and new), including more tax reductions, grants and training opportunities; and
- Strengthen the Agricultural Land Commission's enforcement actions for non-farm uses such as illegal fill and unauthorized uses of farmland and farm buildings.

Staff recommend that a letter be sent to the Premier of BC, the BC Minister of Agriculture, and the BC Minister of Finance, with copies to all Richmond Members of the Legislative Assembly, the Leader of the Third Party, the Leader of the Official Opposition, and the Chair of the BC Agricultural Land Commission requesting that the Province review their policies on foreign ownership, taxation, enforcing their guidelines on house size and farm home plate, providing greater financial incentives for farmers, and strengthening the ALC's authority and enforcement of non-farm uses.

The timing of this is fortuitous as the BC Ministry of Agriculture is currently seeking strategic advice and policy guidance on measures to revitalize the Agricultural Land Reserve and the Agricultural Land Commission. Staff will be forwarding a staff report requesting Council's endorsement on key issues that should be addressed from the City's perspective as part of the review. The Minister of Agriculture has requested all feedback be provided by April 30, 2018.

At the local level, the City is beginning a review of the City's 2003 Agricultural Viability Strategy. This will help to identify emerging issues and determine priorities and action items to ensure that Richmond's agricultural land is protected, and that there are appropriate incentives to encourage farming activities.

### **Financial Impact**

None.

## Conclusion

This report summarizes feedback received throughout the public consultation process on options to further limit house size (floor area) and farm home plate area, septic field location in relation to farm home plate and to consider a maximum house footprint limit on AG1 zoned properties of 0.2 ha (0.5 acres) or larger.

Based on feedback received during the consultation period, there is a difference of opinion between non-farmers and farmers on how to address the size of homes on farmland. Non-farmers are of the opinion that the maximum house should be 500 m<sup>2</sup> (5,382 ft<sup>2</sup>) or less, with the septic field area located within a reduced farm home plate. Farmers, on the other hand, would prefer the AG1 regulations on limiting residential development to remain and not be changed.

It is recommended that:

1. this staff report be received for information;
2. staff be directed to:
  - a. prepare a bylaw based on an option chosen from the potential options (Table 1) presented in this report; or
  - b. prepare a customized option with specific direction on:
    - i. maximum permitted house size;
    - ii. maximum house footprint;
    - iii. maximum number of storeys;
    - iv. the location of the septic field in relation to the farm home plate; and
    - v. a maximum permitted farm home plate area; or
  - c. maintain the current bylaw regulations for residential development on the City's agriculturally zoned land (AG1 zone), as adopted by Council on May 17, 2017;
3. following Council's ratification of any option identified in recommendation 2a or 2b, staff be directed to bring forward appropriate bylaws for consideration of 1<sup>st</sup> Reading to the April 9, 2018 Regular Council Meeting; and
4. a letter be sent to the Premier of BC, the BC Minister of Agriculture, and the BC Minister of Finance, with copies to all Richmond Members of the Legislative Assembly, the Leader of the Third Party, the Leader of the Official Opposition, and the Chair of the BC Agricultural Land Commission requesting that the Province review their policies on foreign ownership, taxation, enforcing their guidelines on house size and farm home plate, providing greater financial incentives for farmers, and strengthening the Agricultural Land Commission's authority and enforcement actions for non-farm uses.



John Hopkins, MCIP  
Senior Planner  
(604-276-4279)

JH:cas

- Att. 1: Summary of Existing Regulations that Limit Residential Development on Farmland
- 2: Feedback Form Results Summary
  - 3: Copies of letters received from the Agricultural Advisory Committee, Richmond Farmers Institute, Richmond Farmland Homeowners Association, and Richmond FarmWatch
  - 4: Email Correspondence Sent to Mayor and Councillors
  - 5: Profile of AG1 Zoned Parcels
  - 6: Conceptual Diagram of a 2-Storey House (60/40 ratio between storeys)
  - 7: Conceptual Diagram of a 2 ½-Storey House (45/38/17 ratio between storeys)
  - 8: Conceptual Diagram of a 2 ½-Storey House (40/40/20 ratio between storeys)
  - 9: Conceptual Diagram of a 3-Storey House (40/35/25 ratio between storeys)
  - 10: Summary of Feedback Received on Encouraging Farming

## **Summary of Existing City of Richmond Regulations that Limit Residential Development on Farmland**

### **1. Maximum House Size**

For AG1 zoned properties, the maximum house size is regulated by a floor area ratio (FAR) similar to what is used in the City's single-family (RS) zones. However, for the AG1 zone, the maximum house size is eventually capped at:

- 500 m<sup>2</sup> (5,382 ft<sup>2</sup>) if the property is less than 0.2 ha (0.5 acres), and
- 1,000 m<sup>2</sup> (10,763 ft<sup>2</sup>) if the property is greater than 0.2 ha (0.5 acres).

In calculating the house size under the AG1 zone, the house, garage floor area, and all residential accessory buildings such as sheds, detached garages or workshops are all included.

The only exemptions from floor area calculations under the AG1 zone, which is consistent with the City's RS zones in the urban areas, include the following:

1. one accessory building if it is less than 10m<sup>2</sup> (108 ft<sup>2</sup>);
2. 10% of the overall floor area calculated for the lot which can be used for covered areas of the house which must be open on two or more sides and never enclosed. This is intended to allow for covered entry ways and porches and would include a covered area over a driveway. Any covered area beyond the 10% allowance would be included in the maximum allowable floor area calculations for the house; and
3. A maximum of 10m<sup>2</sup> (108 ft<sup>2</sup>) of floor area for areas exclusively used for interior entry and staircase purposes that have a ceiling height greater than 5.0 m (16.4 ft.).

The only difference in floor area exemptions between the AG1 zone and the RS zones is that the RS zones provide for a floor area exemption of up to 50m<sup>2</sup> (538 ft<sup>2</sup>) for the garage floor area.

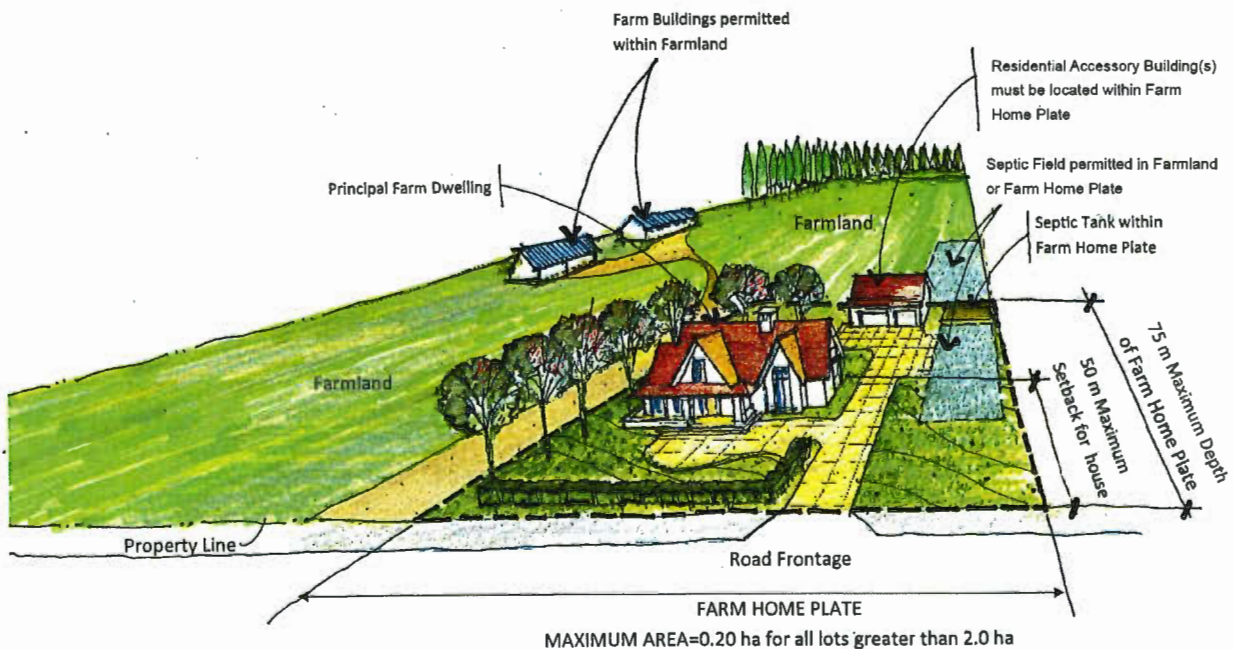
Note: In some municipalities such as Delta and Surrey, the basement floor area may be exempt from the total floor area calculations provided that the majority of the basement floor area is below grade. This is explicitly defined in their respective zoning bylaws as floor area that would be exempt from calculating the overall floor area. In areas where the grade level is at or near the floodplain level which includes most of the agricultural areas in the Greater Vancouver region, a basement may be difficult to achieve.

## 2. Farm Home Plate

**Farm Home Plate Definition:** The term ‘farm home plate’ means the portion of the lot including the principal dwelling unit, any residential accessory buildings or residential accessory structures, including the driveway, decorative lawns and landscaping, artificial ponds and sewerage septic tanks, in one contiguous area. Under the current regulations, the septic field is not included in the farm home plate area. See Figure 1 for an illustration of a typical farm home plate.

*Maximum Farm Home Plate Area:* The farm home plate regulations are a made-in-Richmond approach that reflects the high number of small agricultural lots, and ensures that every agricultural lot has an area that can be farmed for years to come. For properties that are less than 2.0 ha (4.9 acres), the City's farm home plate regulations are more stringent than the Ministry of Agriculture's Guidelines.

**Figure 1: Illustration of a Farm Home Plate**



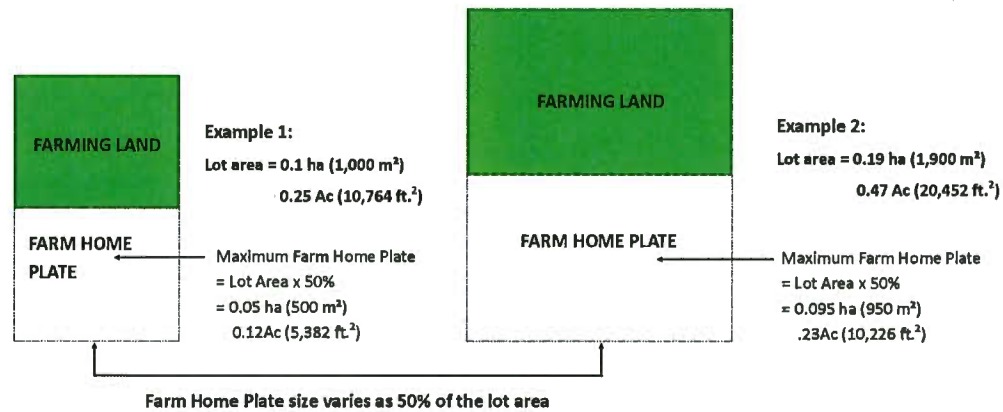


The City's regulations for farm home plate can be broken down into four lot area categories as follows:

1. On lots less than 0.2 ha (0.5 ac.) the farm home plate must not exceed 50% of the lot area as indicated in Figure 2. In this category, a minimum of 50% of the lot would be preserved for farming.

**Figure 2: Lots less than 0.2 ha**

Maximum Farm Home Plate is 50% of the lot area for the Lots less than 0.2 ha (2,000 m<sup>2</sup>) or 0.5 Ac (21,528 ft.<sup>2</sup>).

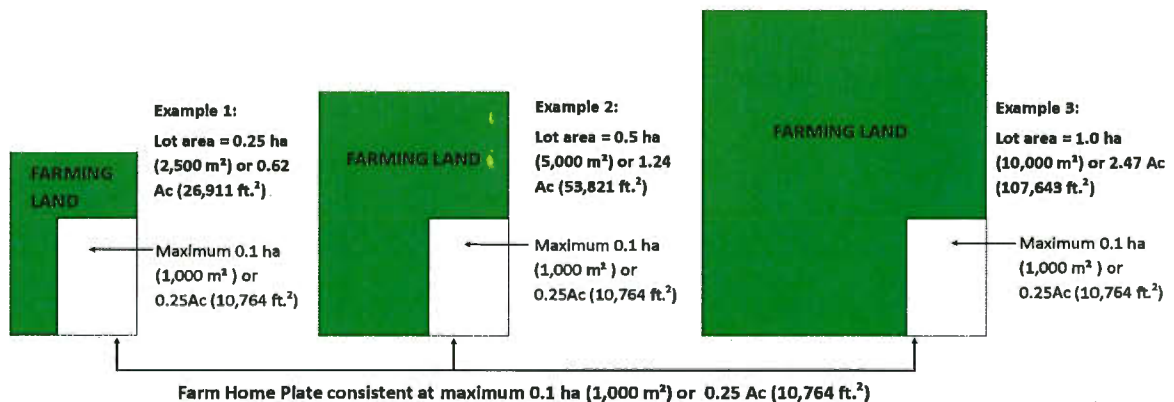


2. On lots that are 0.2 ha (0.5 ac.) to 1.0 ha (2.5 ac.), the maximum farm home plate area is 1,000 m<sup>2</sup> (10,763 ft.<sup>2</sup>) as indicated in Figure 3. In this category, the amount of land preserved for farming would range from 50% to 90% of the lot.

**Figure 3: Lots between 0.2 (0.5 ac.) to 1.0 ha (2.5 ac.)**

Maximum Farm Home Plate is 0.1 ha (1,000 m<sup>2</sup>) or 0.25 Ac (10,764 ft.<sup>2</sup>)

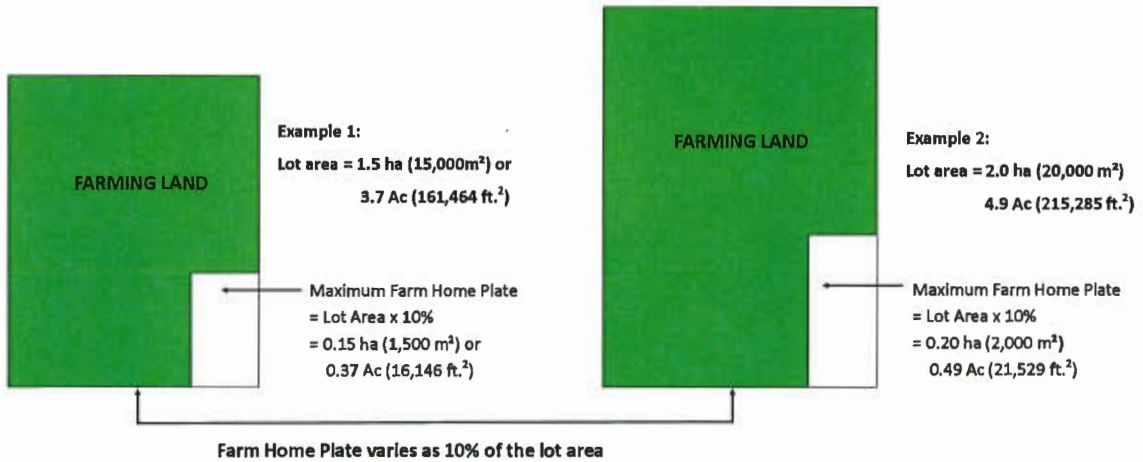
For the Lots between 0.2 ha (2,000 m<sup>2</sup>) or 0.5 Ac (21,528 ft.<sup>2</sup>) to 1.0 ha (10,000 m<sup>2</sup>) or 2.5 Ac (107,643 ft.<sup>2</sup>)



3. On lots that are 1.0 ha (2.5 ac.) to 2.0 ha (4.9 ac.), the maximum farm home plate must not exceed 10% of the lot area as indicated in Figure 4. In this category, a minimum of 90% of the lot would be preserved for farming.

**Figure 4: Lots between 1.0 ha (2.5 ac.) to 2.0 ha (4.9 ac.)**

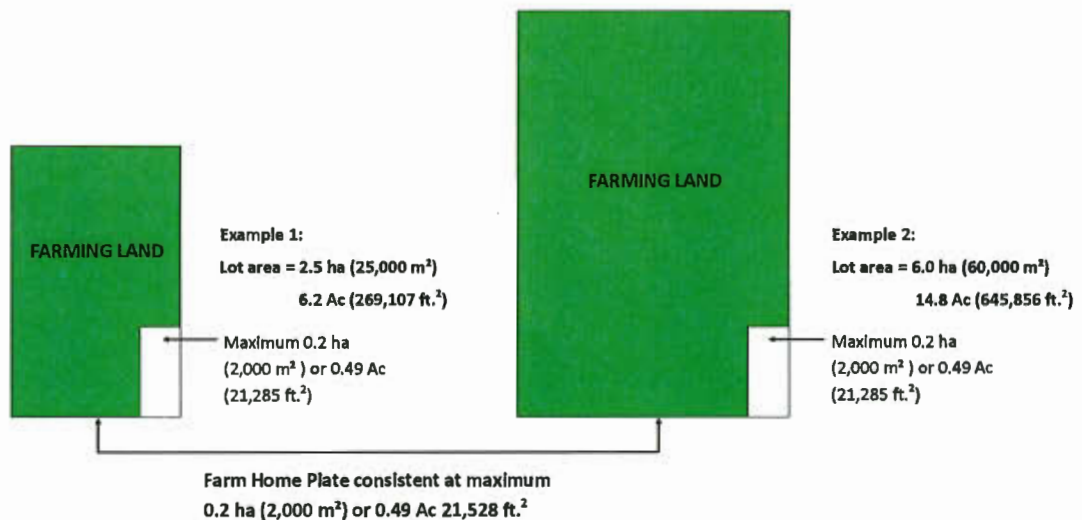
Maximum Farm Home Plate is 10% of the Lot area for the Lots between 1.0 ha (10,000 m<sup>2</sup>) or 2.5 Ac (107,643 ft.<sup>2</sup>) to 2.0 ha (20,000 m<sup>2</sup>) or 4.9Ac (215,285 ft.<sup>2</sup>)



4. On lots that are 2.0 ha (4.9 ac.) or greater, the maximum farm home plate area is 2,000 m<sup>2</sup> (21,527 ft.<sup>2</sup>) as indicated in Figure 5. In this category, the amount of land preserved for farming would be greater than 90% of the lot.

**Figure 5: Lots 2.0 ha (4.9 ac.) or Greater**

Maximum Farm Home Plate is 0.2 ha (2,000m<sup>2</sup>) or 0.49 Ac (21,285 ft.<sup>2</sup>) for all Lots greater than 2.0 ha (20,000 m<sup>2</sup>) or 4.9 Ac (215,285 ft.<sup>2</sup>)



A summary table of the maximum farm home plate and house size regulations can be found below. The number of lots affected include AG1 zoned lots that have road access which is required to support residential development.

**Table 1: Summary of Richmond's AG1 Farm Home Plate and House Size Regulations**

<b>Lot Size</b>	<b>No. of Lots Affected</b>	<b>Maximum Farm Home Plate (area of land used for residential improvements)</b>	<b>Maximum House Size (total floor area including garage and residential accessory buildings)</b>
Less than 0.2ha (0.5 ac.)	263	50% of lot area (farm home plate would be less than 1,000m <sup>2</sup> [10,763 ft <sup>2</sup> ] of the lot)	*For lots less than 0.128ha (0.32 ac.): • less than 500m <sup>2</sup> (5,382 ft <sup>2</sup> )
			For lots 0.128ha (0.32 ac.) to 0.2ha (0.5 ac.): • 500m <sup>2</sup> (5,382 ft <sup>2</sup> )
0.2ha (0.5 ac.) to 1.0ha (2.5 ac.)	490	1,000m <sup>2</sup> (10,763 ft <sup>2</sup> ) of the lot	*For lots 0.2ha (0.5 ac.) to 0.29ha (0.73 ac.): • 716m <sup>2</sup> (7,708 ft <sup>2</sup> ) to 1,000m <sup>2</sup> (10,763 ft <sup>2</sup> )
			For lots 0.29ha (0.73 ac.) to 1.0ha (2.5 ac.): • 1,000m <sup>2</sup> (10,763 ft <sup>2</sup> )
1.0ha (2.5 ac.) to 2.0ha (4.9 ac.)	189	10% of lot size (farm home plate would be between 1,000m <sup>2</sup> [10,763 ft <sup>2</sup> ] to 2,000m <sup>2</sup> [21,527 ft <sup>2</sup> ])	1,000m <sup>2</sup> (10,763 ft <sup>2</sup> )
2.0ha (4.9 ac.) or greater	332	2,000m <sup>2</sup> (21,527 ft <sup>2</sup> )	1,000m <sup>2</sup> (10,763 ft <sup>2</sup> )

\* Derived from the City's floor area ratio of 0.55 for first 464.5 m<sup>2</sup> (5,000ft<sup>2</sup>) of lot size, and 0.30 for the remainder of the lot.

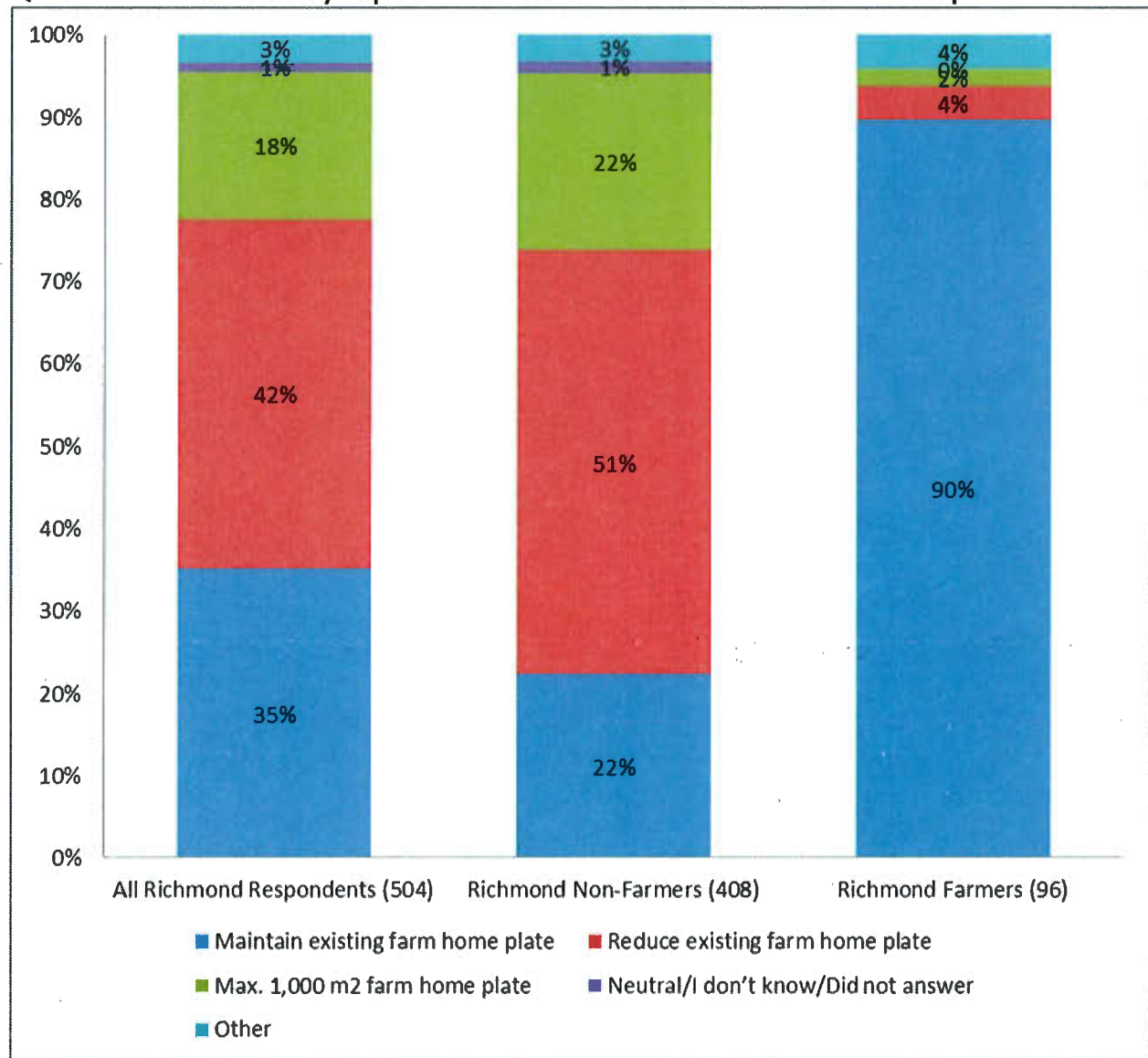
### **3. Other AG1 Regulations Adopted**

The bylaws adopted on May 17, 2017 also established the following:

1. To limit the size of residential accessory buildings, the maximum floor area is 70 m<sup>2</sup> (753ft<sup>2</sup>). This floor area would apply to each residential accessory building and would be included in the overall maximum floor area for residential buildings.
2. To ensure that residential improvements are located close to the fronting road providing access to the lot, the farm home plate must not exceed a maximum depth of 75 m from the front property line.
3. To ensure that the house is located close to the fronting road, the back wall of the principal dwelling must not exceed 50 m (164 ft.) as measured from a constructed public road abutting the property.
4. To ensure farm access, the minimum residential side yard setback was increased to 4 m (13ft.) for lots that are less than 0.8 ha (2 ac.). For lots that are greater than 0.8 ha (2 ac.), the minimum side yard setback of 6 m (19.7 ft.) would remain.
5. To limit the number of dwellings on a property, no more than 1 principal dwelling per lot.

### Farmland Housing Regulations – Feedback Form Results Summary

#### Question 1 - What would you prefer for the maximum area of the farm home plate?

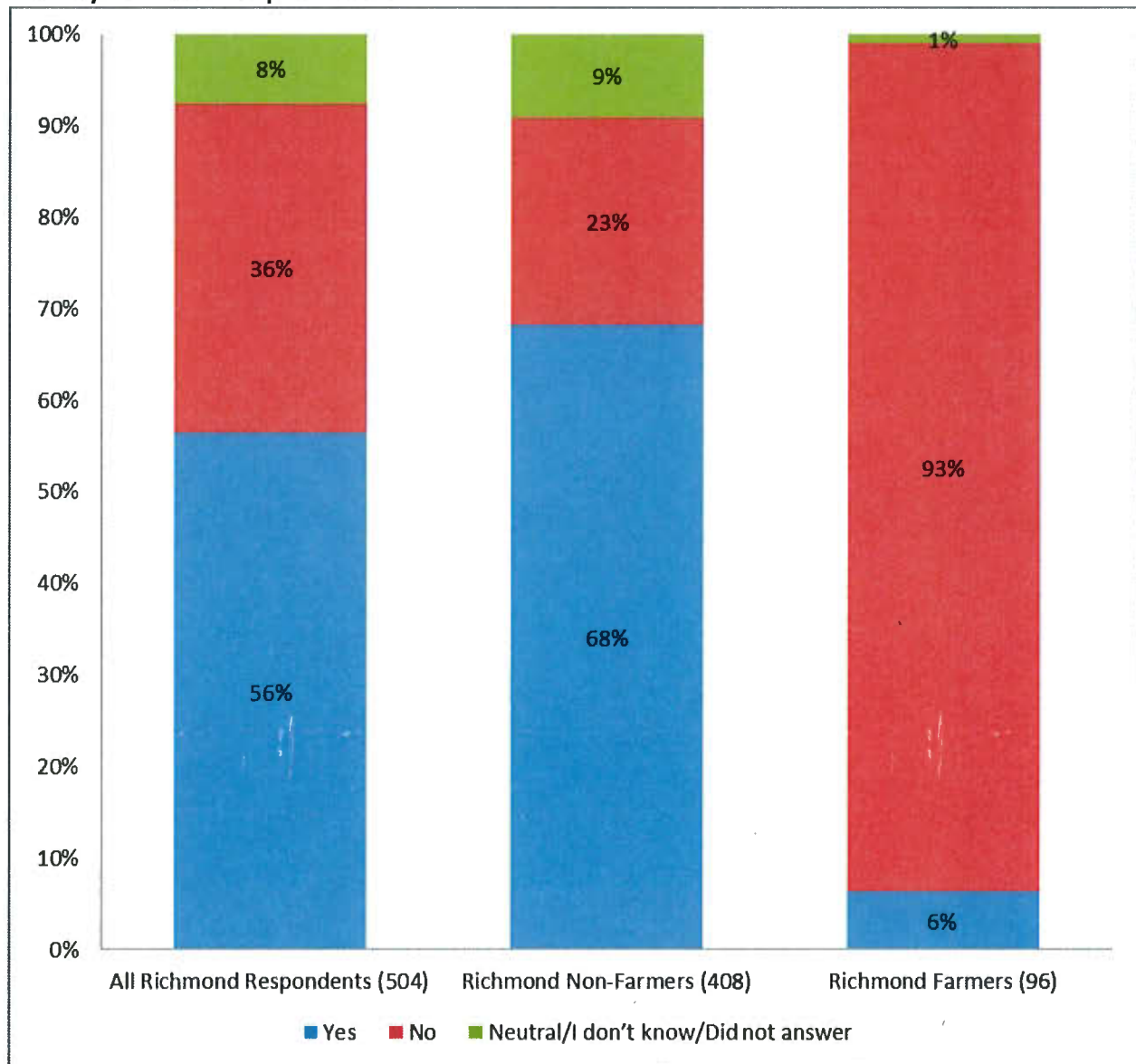


#### Notes:

- The response 'Max. 1,000 m<sup>2</sup> farm home plate' was not a set response on the feedback form. There were 90 overall respondents who indicated this response.
- Other comments included:

Other comment	All	Non-farmers	Farmers
Decrease the City's existing maximum farm home plate area regulations	2	2	0
Increase the City's existing maximum farm home plate area regulations	9	6	3
Remove the City's existing maximum farm home plate regulations	2	1	1

**Question 2 - Do you think the entire septic system, including the septic field, should be within the City's farm home plate area?**

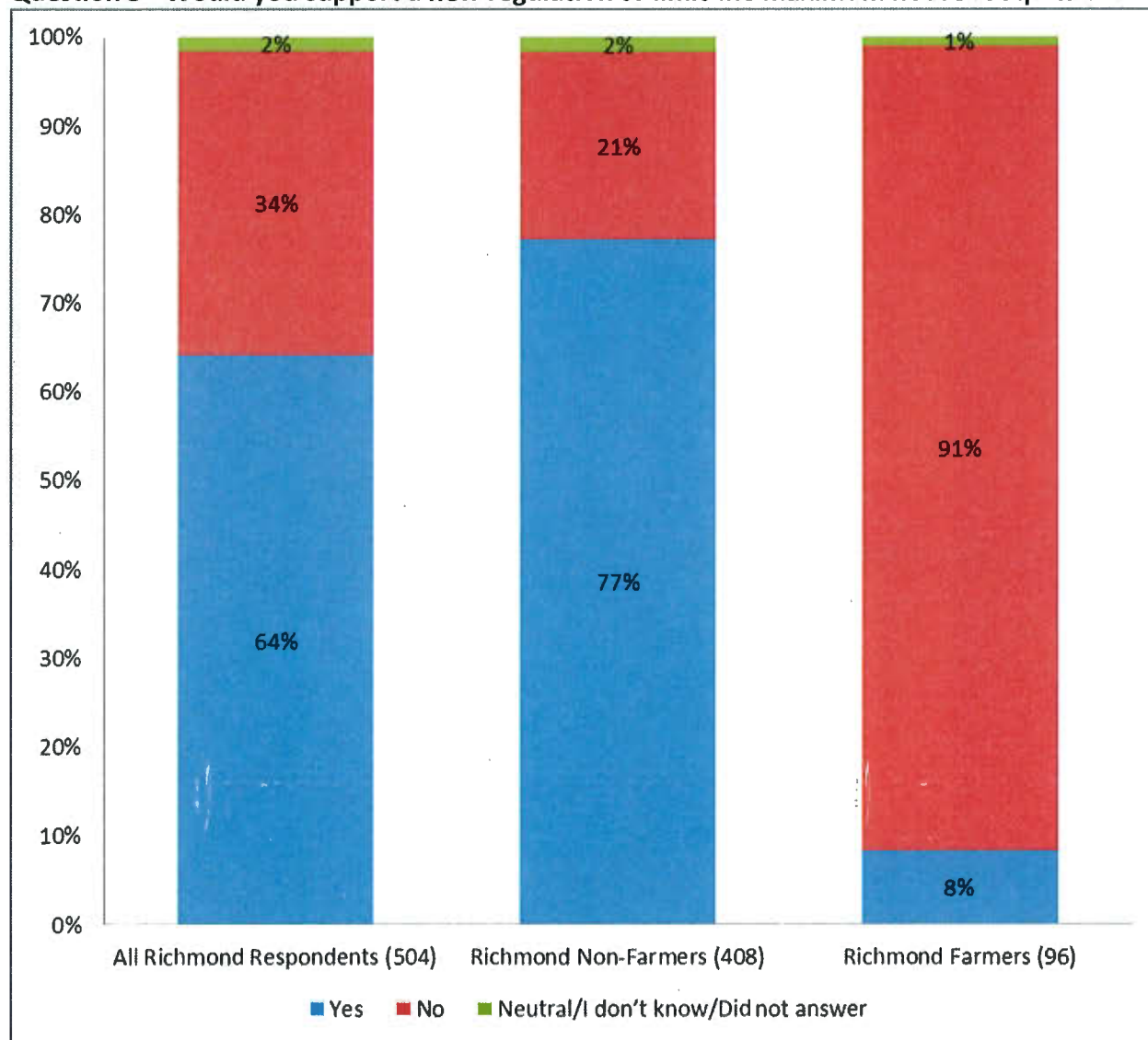


**Notes:**

- General comments provided in response to the question included the following:
  - including the entire septic system within the City's farm home plate area will increase the amount of land available for farming (51)
  - the location of the septic system should be determined by the farmer (or property owner) on a case-by-case basis (14)
  - the City's existing farmland housing regulations are sufficient (3)
  - including the septic field within the farm home plate area is not functional (10)
  - Require connection to the City's sanitary sewer system (if within reasonable distance to the property) (6)
  - Require the septic tank in the farm home plate area, but the septic field outside the farm home plate area (4)



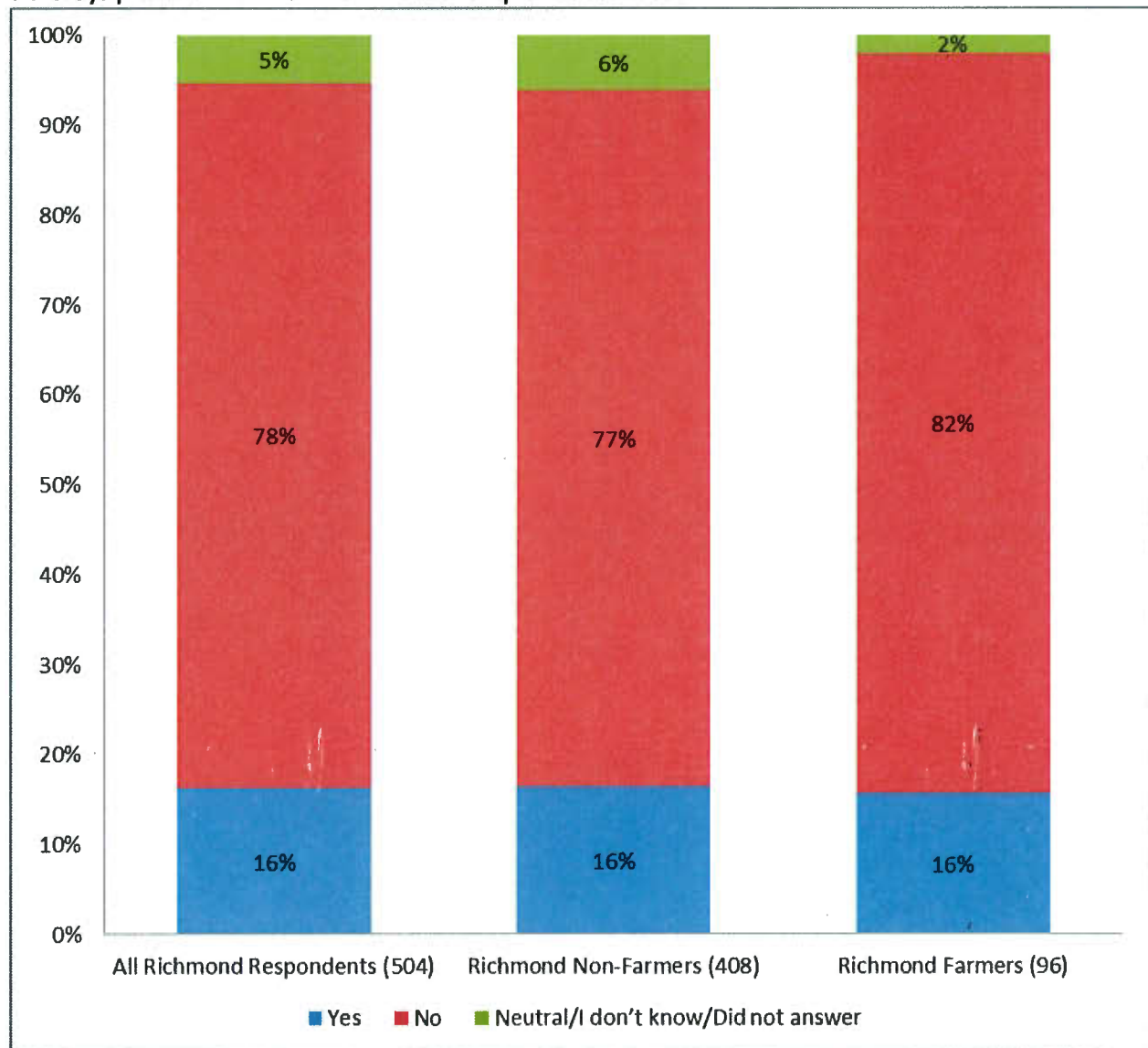
### Question 3 - Would you support a new regulation to limit the maximum house footprint?



#### Notes:

- General comments provided in response to the question included the following:
  - The existing regulations regarding housing on farmland should be more restrictive (76)
  - The maximum house footprint should be approximately 500 m<sup>2</sup> (5,382 ft<sup>2</sup>) (3)
  - The existing regulations regarding housing on farmland are adequate (24)
  - The other proposed regulations, including farm home plate area and septic field location, are sufficient (1)
  - There should be different limits to maximum house footprint for a one-storey house and two-storey house to ensure the same buildable floor area (2)

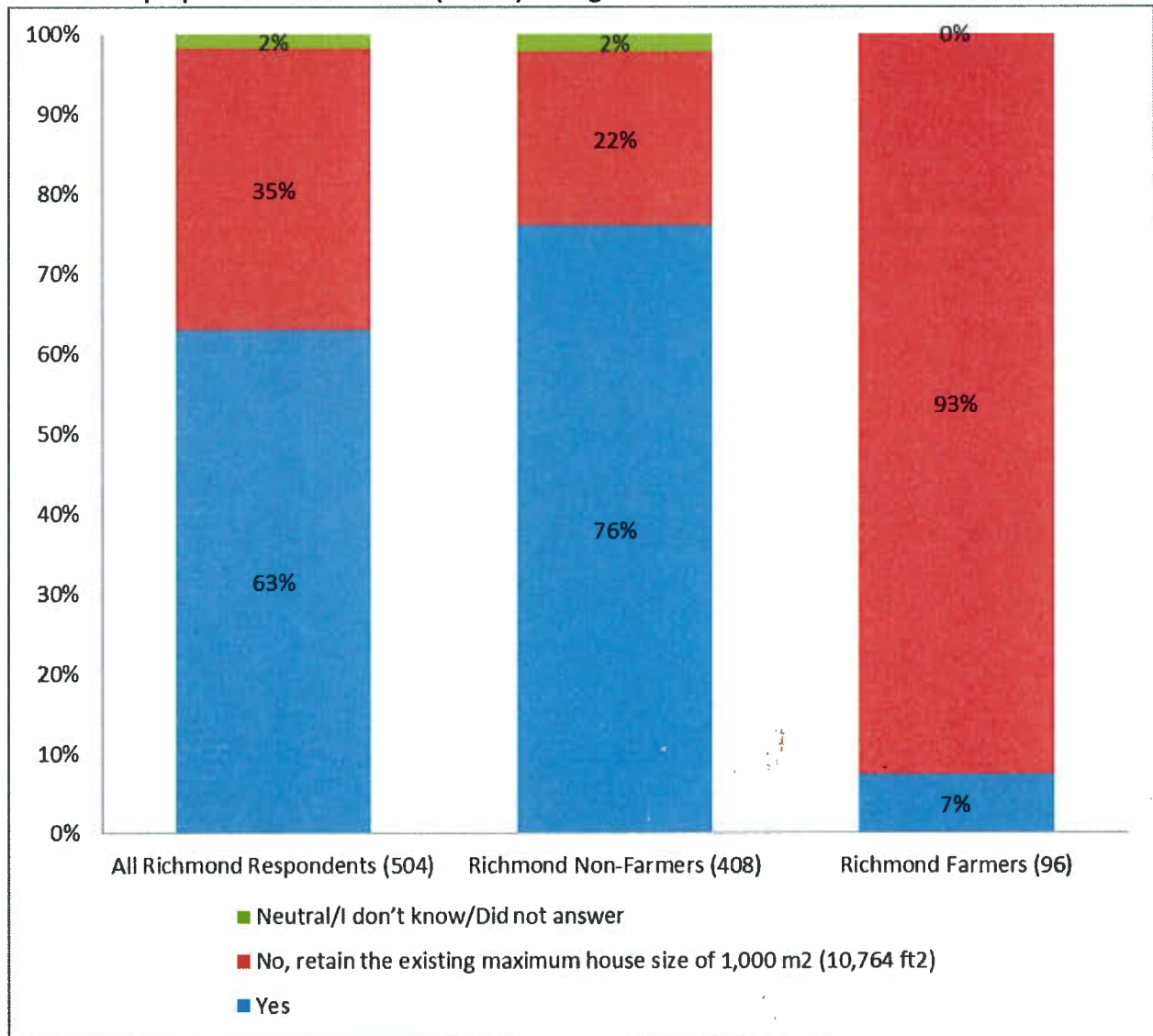
**Question 4 - Would you be supportive of increasing the maximum house height from 2 1/2 storeys to 3 storeys provided the maximum house footprint is reduced?**



**Notes:**

- General comments provided in response to the question included the following:
  - increased house heights is not supported and should be consistent with surrounding single-family neighbourhoods (86)
  - reduce the maximum house height further to 2 storeys (5)
  - maintain the maximum house height and provide a maximum house footprint (2)
  - if balanced with a required maximum house footprint (20)
  - increase the maximum house height and do not limit the maximum house footprint (13)

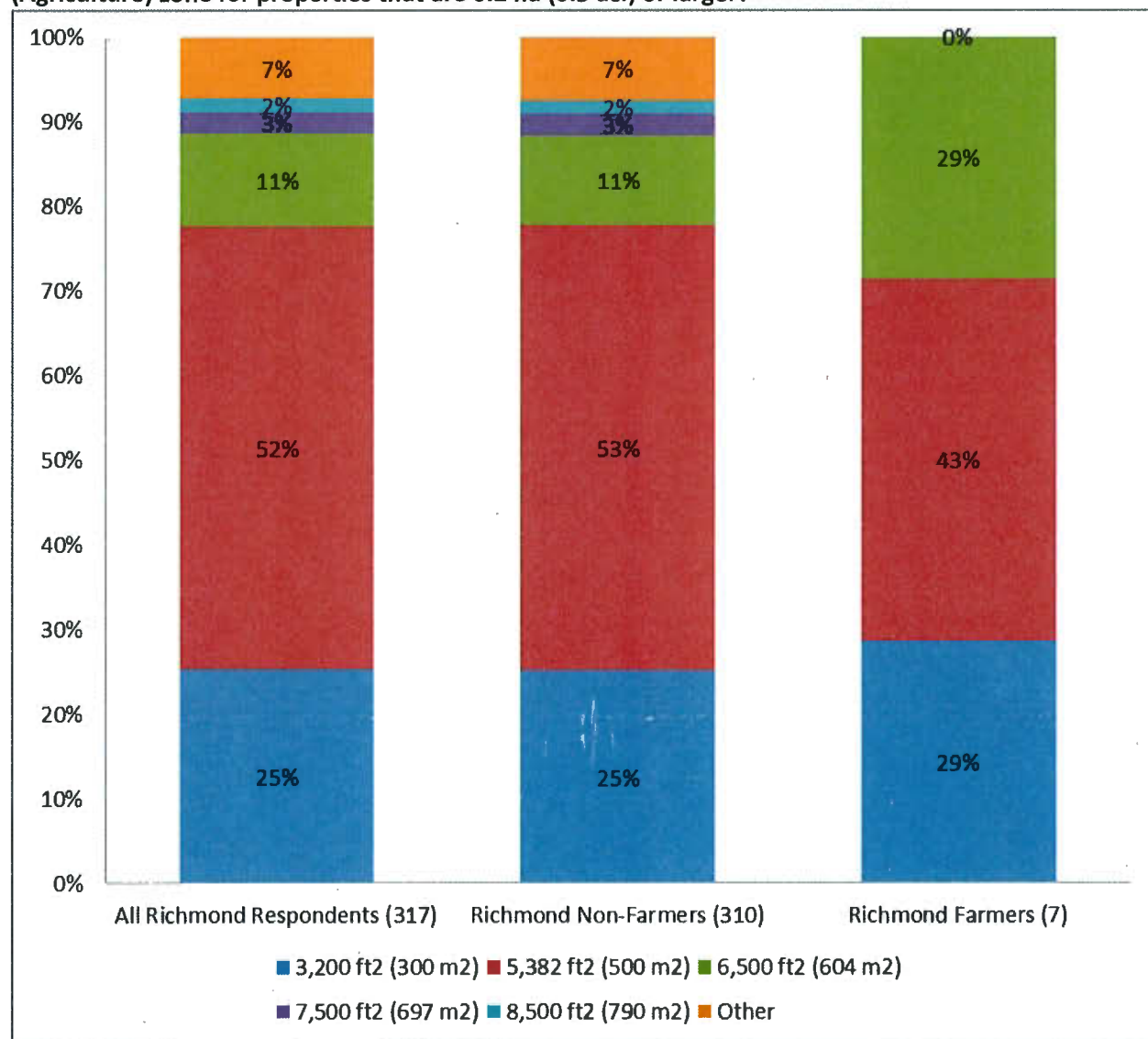
**Question 5 - Do you think the maximum house size in the City's AG1 (Agriculture) zone should be reduced for properties that are 0.2 ha (0.5 ac.) or larger?**



Notes:

- General comments provided in response to the question included the following:
  - the maximum house size should be reduced (90)
  - maximum house size should not be reduced any further (25)
  - the maximum house size should be increased (4)
  - allow the farmer (or property owner) to determine the size of house to meet their needs (2)
  - Maximum house size should be based on percentage of uses (i.e. living, farming) (1)

**Question 6 - If you answers yes to Question 5, which of the following house sizes (total floor area, including garage) do you think would be an appropriate maximum house size limit in the City's AG1 (Agriculture) zone for properties that are 0.2 ha (0.5 ac.) or larger?**



Notes:

- The response '3,200 ft² (300 m²)' for maximum house size was not a set response on the feedback form. There were 80 overall respondents who indicated this response.
- Other comments included the following:

Other comments	All	Non-farmers	Farmers
2,500 ft²	1	1	0
4,000 ft²	5	5	0
Not specific, but less than 5,382 ft²	10	10	0
More than 8,500 ft²	3	2	1
No maximum house size limit, instead allow the farmer (or property owner) determine the size of house to meet their needs	1	0	1
No maximum house size limit, instead the total buildable floor area should be proportional to the size of the lot	3	3	0

**Richmond Agricultural Advisory Committee**

March 11, 2017

**Memo to Richmond City Council Re: Proposed Farmland Housing Regulations**

The farmers of the AAC are **strongly opposed** to the regulation alternatives proposed by the City. We feel it is important that we come up with a “**made in Richmond**” solution that respects the core nature of our community, that is – a community with a legacy and historic fabric consisting of a well-integrated blend of urban and rural residents. That being said, in respect of the City’s objective to implement some form of regulations that provide reasonable rules with which to administer building applications that protect and preserve Richmond farmland and farming activities we tender the following recommendations.

**1) Home Size:**

- a) Home size should be limited to 1,150 Square Metres. This size is in line with the current average “approved building permit” applications as specified in the City’s “Open House Summary Presentation”. The document indicates the current average home size in the Richmond ALR / AG1 for 2015/2016 is about 1,100 square meters. We feel it would be highly inappropriate and inconsistent to implement a dramatic reduction in the size of new construction. Implementing the cap of 1,150 square metres will allow fairness and a degree of uniformity to the conditions that currently exist as well as stop the trend of increasing home sizes.
- b) The existing rules have worked well for bona-fide multi-generational farmers, hence we do not want to implement rules that prevent reasonable options to farmers.
- c) Large homes in Richmond’s ALR do not necessarily discourage use of farmland for farming purposes. Cooperation between farmers and non-farming residents that have purchased farmland for the purpose of building a large home often results in the farm back lands being leased to a bona-fide farmer at a low lease rate. The homeowner benefits in reduced taxes on the portion of the land that is farmed and the bona-fide farmer benefits from inexpensive leased farm land on which to farm. In the existing environment it is less likely for a new farmer to purchase Richmond ALR land at current market rates and have an economically viable farming operation. Hence, this symbiotic relationship results in preservation and protection of farmland.
- d) In the case of a farm property owned by a non-farming resident that achieves farm classification by way of leasing its land to a bona-fide farmer, residential property tax rates should be applied to the residential portion of the property and the farm class property tax rate should be applied to the farmed portion of the property.

**2) Home Plate Size:**

- a. While not in favour of a home plate size restriction we feel the existing building setback limit of 50 metres is effective in preserving land for farming purposes. Therefore, a reasonable home plate size formula should be the lessor of:



- i. 1 Acre or
    - ii. 50 meters x the roadside property width. As an example a property with a 30 metre width x 50 metre setback = a maximum home plate of 1,500 square metres.
  - b. It should be noted that 75% of the ALR / AG1 properties are less than 2 hectares and are narrow in width. We believe the majority of these properties would have a home plate of less than 1 acre because of the setback limitations.
  - c. Regardless of size of the home plate, access of farm vehicles from the road to the farmable portion of the property must be provided in the building site design.
- 3) Homeplate and House Size of Farm Manager's residence:**
- a. For those properties that qualify for a second or third residence there should be a separate home plate and home size equal to the guidelines set out above. Additional residences should not be forced into a common home plate with the primary residence home plate.
- 4) Seasonal Worker Buildings:** should not be included nor affected by these regulations.
- 5) Setbacks:**
- a. The existing bylaw calling for a 50 metre setback on homes plus an additional 50 meters for accessory buildings is adequate, however, it should be amended to increase the setbacks by the width of any Riparian Management Setbacks that may fall within the building setback. By way of example, if there is a 15 metre Riparian setback required on a property then the home setback should be adjusted to 65 meters and the accessory building setback should be adjusted to 115 metres.
- 6) Septic Tanks / Fields:**
- a. The septic tank should be included in the home plate but
  - b. The septic field need not be located in the home plate.

The farmers of the AAC.

Richmond Farmers Institute

Response to the City of Richmond's proposed house size limits for AG1 zoned lands

The farmers of the Richmond Farmers Institute are opposed to further regulations impacting the viability of agriculture in the City of Richmond.

The RFI believes that truly bona fide farmers, whose primary occupation is farming, have behaved responsibly. Farmers have constructed and reside in homes that are appropriate and supportive of agriculture in our community.

We are aware of non-farmers who are purchasing AG1 land with the primary objective of building large residences and their impact on agriculture.

City Council may determine that the course of action needed to resolve this behaviour is to impose limitations on the size of house that can be constructed on AG1 zoned land. Regulations imposed on farm land in Richmond should be carefully considered to specifically address the challenges and needs of farm land in this municipality.

The RFI provides the following guidance when considering the impacts to the livelihoods of generational farmers and their families.

The maximum house size limit should be consistent with recent average house sizes constructed on AG1 zoned lands. A maximum house size of 1000 sq.m provides consistency and will prevent increasingly larger houses from being constructed.

A home plate should be determined using the following criteria:

1. Access for farming equipment to the farmable area of the property needs to be maintained.
2. Residential accessory structures should be limited to a maximum home plate size of 0.4 ha

The current maximum 50m setback for a residence is satisfactory. Additional residential structures within the current 100m setback are also satisfactory. Should a Riparian Management Area be present, the setbacks should be measured from the termination of the RMA.

Septic tanks may be included in the home plate, but septic fields need not be included.

Additional houses for full time farm workers, when appropriately qualified, should each have individual home plates, and be limited by the regulations consistent with the primary residence.

The current 0.6 Floor Area Ratio for residential and farm buildings, except where greenhouses are located on the lot, in which case the maximum FAR would be 0.75, of which at least 0.70 FAR must be used for greenhouses is satisfactory.

Seasonal worker buildings should not be affected by the proposed housing regulations.

The Richmond Farmers Institute



By Hand  
Feb 19/18  
a: 2018  
B/C

February 18, 2018

City of Richmond Planning Committee  
6911 No. 3 Road  
Richmond, British Columbia  
V6Y 2C1 Canada

Dear City of Richmond Planning Committee & Staff:

In May of 2017, Richmond Farmland Owner's Association worked extensively and sincerely with Richmond City Council, Pioneer Farming Families and Local Community Groups to create new policies regarding house sizes on our farmland.

These new regulations were evidence-based, pragmatic, and practical, assuring that farming in Richmond would continue for generations to come. This 'Made in Richmond' solution was a fair compromise, developed using evidence-based decision-making. After this implementation, the average home being built in Richmond is 8,192 sqft in size, compared to 12,000 sqft prior to adoption of the policy. Under the modified regulations, only 11 new applications have been submitted and there has been a 32% reduction in home size. This is clear evidence that the current bylaws are working.

The policy created in 2017 has not yet had time to prove itself since the homes currently under construction were approved prior to the 2017 restrictions. A true measure of the success of this new policy is the 32% reduction in home size on those applications that have been submitted after the implementation of the 2017 restrictions. This compromise is working.

Now, barely six months after this updated policy came into effect, we are finding ourselves once again being targeted by individuals who unfortunately do not understand the realities of farming in our community. Due to pressure from special interest groups, Richmond City Council is considering dramatically reducing these home sizes again which is creating economic uncertainty within the local farming community, and putting its long-term sustainability at risk.

We are asking the City of Richmond Mayor and Council to not make any further changes to this policy, as we truly believe that we have reached a balanced and fair solution, which leads the Province by example.

Sincerely,

 Bhupinder Dhiman

Signed on Behalf of the Membership  
Richmond Farmland Owners Association

**CNCL - 276**



## **FarmWatch Richmond asks Mayor and Council to listen to experts and majority, adhere to Ministry guidelines for home size to Save our Soil**

*"Estate mansions should be built on a hillside, not on the best soil in the world" - Teresa Geddert, retired farmer*

In Richmond, high-capacity, agricultural land reserve (ALR) farmland has been under significant threat for decades. Farms with class 1-3 soil have been regularly removed for non-farming uses.

In the last decade, land speculators and property developers have [been buying farmland](#), driving up prices and building [sprawling, gated, mega-mansions](#) on what were productive strawberry, raspberry and vegetable fields.

Precious farmland needed for growing food continues to be taken out of production at an alarming rate.

In the last year alone, Richmond has seen a net loss of 50 farms, according to a Richmond Finance Department memorandum, *Property Use in Agriculturally Zoned Lands in the City of Richmond*, January 12, 2018.

While 61 properties either lost the farm classification entirely or had a reduced percentage of farming on the property, 11 properties were given farm status.

Of the 61 farms which lost farm status in 2017-2018:

- 17 properties had 100% farm use in 2017 and switched to 100% residential use in 2018.
- 39 properties with mixed farm/residential/other use in 2017 lost their farm use in 2018.
- 5 properties had 100% farm use in 2017 and switched to residential and farm use in 2018.

These statistics are alarming and prove that the residential development we have seen is not for farm use. With residential development squeezing farmers off the land, the number of local farms is declining. Speculative land owners are less likely to issue leases to local farmers. The farm house should be no larger than Ministry of Agriculture guidelines to ensure the property remains farmable in the future.

### **May 2017 new rules**

In 2017, to address the growing problem of mansions taking farmland out of production, Richmond City Council adopted bylaw amendments to preserve land for agriculture.

Amendments included an introduction of various home plate sizes depending on the size of the parcel, as well as two separate house size maximums, 500m<sup>2</sup> (5382 ft<sup>2</sup>) for farms less than 0.2 ha (0.5 ac) and 1000m<sup>2</sup> (10,764 ft<sup>2</sup>).

Will these new rules make any difference to saving our soil for farming?

Yes, but the rules don't go far enough.

If a large farm house is required for a large farm operation, this is certainly not required on a 0.75 acre parcel. Some farmers we have consulted suggested a larger home size for farms over 10 acres. The 0.5 acre separation for house size has no relevance to needs for farming. The small farms we see that produce food have very small houses with maximized growing space. Even homes of 500m<sup>2</sup> will have a significant negative impact on a small farm when replacing a house that is 150m<sup>2</sup>. Most of the small farms are right in the city centre. These are the most vulnerable to speculative development as pointed out in the [Ministry of Agricultural guidelines to bylaw development](#). These farms are where it is essential to have house sizes in line with the average of what would be allowed on nearby residential lots.

If Richmond continues with a two-tiered house size bylaw, our suggestion would be 300m<sup>2</sup> (3,299 ft<sup>2</sup>) on farms under 10 acres and up to 500m<sup>2</sup> (5,382 ft<sup>2</sup>) on farms over 10 acres.

Farmers who want to build larger homes for farming needs can apply for a variance from the City through [Richmond Bylaw 9706](#) (p.4). The only farmers impacted by a house size limit that follows expert recommendations and Ministry of Agriculture guidelines are those involved in real estate development.

We have heard at public hearing that owners of farmland should have the right to recoup their property investment, and that limiting house size to smaller than 10,764 ft. would have a significant financial impact. We wanted to know if this was true so we consulted a financial expert.

When a new home is built, a large building is worth more than a small building because of the construction costs. But, BC Assessment depreciates buildings every year. It is the value of the land that increases over time, while the value of the building decreases over time, unless major improvements are made.

In effect, there is only profit found in building a larger home, if it is being built to sell. This is real estate development, not farm use.

The agricultural land reserve was not created to generate a large return for a land owner as an investment. It was created to minimize residential and non-farm use and prioritize agriculture. People are aware of this when purchasing ALR land on their land title, as per [ALC "buying or owning farmland"](#). Farmland owners do not have a right of financial return on their land as a property investment only.

Farmers that we have consulted with identify farm price escalation as a barrier for farming.

*"It's quality not quantity and the same goes for the house; consumers will pay a hefty price for food if things keep going the way they are going" Tim Rempel - Rockweld Farms*

*"Large gains in land value add another layer of difficulty for kids to take over the farm" - Adam Renner, Adili Farms Ltd.*

*"The creation of the ALR automatically determined food production over real estate value. There is no way to reconcile the two; one has to be prioritized unless people start paying \$50 per potato." - anonymous Richmond farmer who can't speak up due to land leasing vulnerability*

Regarding the consideration for a smaller overall home plate, this will have no major effect on the price of land either. The benefit however is that a much greater portion of the land can be farmed and leased.

The fill that is brought in to cover the entire home plate area often introduces contaminants, illegal material, or invasive plant species to the native soil, and affects the drainage and water systems of the adjacent farmland. We see this effect render remaining farmland unusable or seriously diminished on small Class 1 clay vegetable farms which are more vulnerable than perennial farms such as blueberries.

Richmond FarmWatch recommends a 1000m<sup>2</sup> home plate including the septic field. We would support the May 2017 bylaw for home plate of up to 2000m<sup>2</sup> for Richmond's largest farms (over 10 acres), including the septic field, if there was an additional regulation for a maximum 1000m<sup>2</sup> of fill for the area of the house. The remaining home plate would be at the level of the farming field for better integration of the home plate to the field. This supports farming use and has less of a damaging impact on the soil.

#### **Food security and community needs over the wants of a small special interest group**

BC currently produces only [45 per cent of its food](#), according to Dr. Lenore Newman, [Canada Research Chair in Food Security and Environment](#), and a University of the Fraser Valley professor.

Richmond must make saving our soil for food production and saving agricultural jobs a key priority. The history of farming in Richmond, and our unprecedented access to local fresh food so close to an urban area, is a large part of what makes Richmond so special. Our farming community is a large reason for the tourism we receive which benefits local business and Richmond as a whole. Without securing



farmable land for future farmers, Richmond's agricultural economy faces a serious risk of future decline, when in fact there is incredible potential for Richmond to be a leader in regional food production.

### **Recommendation**

Richmond FarmWatch urges Richmond Council show leadership by implementing the following:

1. Maximum Farm Home Plate: Other. 1000m<sup>2</sup> (possible expansion to 2000m<sup>2</sup> for larger farms if the maximum fill area remains 1000m<sup>2</sup>)
2. Septic system within farm home plate. Yes
3. Limit house footprint? Yes
4. Increase house height? No
5. Reduce house size for properties 0.2 ha or larger? Yes and properties under 0.2 ha
6. Appropriate limit for farmhouse size? Other. 300m<sup>2</sup> (3,299 ft<sup>2</sup>) (This would require changing the parcels under 0.2 ha (0.5 ac) which are currently 500m<sup>2</sup> to 300m<sup>2</sup>. Council may wish to consider a two tiered house size based on over 10 acres and under 10 acres.
7. What should other levels of government do?
  - Apply the additional Property Transfer Tax (PTT) (foreign buyers' tax) to farmland.
  - Strengthen the ALR to support the farming economy - jobs, economic spin-offs.
  - Stop farmland speculation to protect the farming industry.
  - Discourage land investors from buying up farms.
  - Step up ALC enforcement.
  - Clarify that houses in the ALR are required to be for farm use.
  - Help new farmers get into farming.
  - Protect farm leasers from instability; incentives to give longer term leases.

Other considerations to strengthen access and ability for leasing farmers to succeed could be implemented during new home permitting process:

- all services required for farming incorporated into the design of the home plate and made available at start of farm field (e.g., access to water for irrigation and electricity for food storage).
- functional access to the farmland for soil amender deliveries and other access needs.
- access to necessary amenities and secure storage for equipment.
- house and footprint design options that allow for suites and temporary dwellings for leasing farmers or farm-workers to live in.

### **Who we are**

Richmond FarmWatch represents farmers, residents and businesses concerned with saving our soil. The organization was originally created in 2013 by South Slough Area farmers - many third and fourth generation - to stop the dumping of construction waste on farmland. Since then the organization has grown to represent a wide array of property owners and residents on ALR farmland, Richmond residents and business owners, and those concerned with saving our soil from all parts of the province.

Richmond FarmWatch requested Richmond Council to strengthen its Soil Bylaw and is very pleased with the increase in Agricultural bylaw monitoring/enforcement that has occurred since that time.

Richmond FarmWatch met with the project manager agriculture specialist for the Massey Tunnel Replacement Project to express concerns about the project's negative impact on farmland and farming in Richmond.

Richmond FarmWatch was a stakeholder and consulted for the ALR/ALC Revitalization with the Agricultural Land Commission and Provincial Agricultural Advisory Committee. We have met with the Minister of Agriculture and have an upcoming meeting with BC Green Party leader Andrew Weaver. Richmond FarmWatch was named as a stakeholder for our submission to the provincial government regarding potential regulations to growing cannabis on ALR land.

Richmond FarmWatch has been consulted by major media outlets in the region as a voice for the protection of farmland.

Hopkins, John

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**From:** MayorandCouncillors  
**Sent:** Monday, 26 February 2018 10:30  
**To:** Konkin, Barry; Craig, Wayne; Hopkins, John; Woo, Gavin  
**Cc:** White, Amelia; Powell, Jo Anne  
**Subject:** FW: Let's Push to Have ALR Lands 100% PROTECTED!!! MAKE it available for FARMING ONLY!!! Apply a 100% Foreign Buyer's Tax !

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**From:** vintageann [mailto:vintageann@shaw.ca]  
**Sent:** Friday, 23 February 2018 15:46  
**To:** MayorandCouncillors; Prime Minister/Premier Ministre; Ahmed.Hussen@parl.gc.ca; Bill.Morneau@parl.gc.ca  
**Cc:** AGR.Minister@gov.bc.ca; FIN.Minister@gov.bc.ca; Diane.Lebouthillier@parl.gc.ca; MAH.Minister@gov.bc.ca; AG.Minister@gov.bc.ca; jody.Wilson-Raybould@parl.gc.ca dian; OfficeofthePremier, Office PREM:EX  
**Subject:** Let's Push to Have ALR Lands 100% PROTECTED!!! MAKE it available for FARMING ONLY!!! Apply a 100% Foreign Buyer's Tax !

In Richmond B.C. the City Council has not been proactive in protecting some of the most arable farmland in Canada from becoming private foreign-owned estates, with mansion sized housing and subsequent property assessments so high that the land will never be owned by farmers again.

Start with a 100% **Farming Only for Richmond's ALR lands** and a modest single house size of 3,000 square feet only!

Why in the world would a farmer need a house of 10,763 square feet? That's larger than many hotels!!!!

ABSOLUTELY NO ALR LANDS should be taken out of the ALR Land reserve to be used for other purposes!!!

The BC Government, The CRA , The RCMP, FINTRAC & Inspectors from the City Of Richmond MUST keep doing regular spot checks and frequent monitoring on what's going on in these "MEGA MANSIONS" being built on ALR Land in Richmond.

Richmond council has inadvertently assisted these illegal & dubious activities, by allowing these huge homes to be built, which are OBVIOUSLY not being used by farmers!

Frequent reports in the news about these mega mansions being used as *illegal casinos, illegal hotels, illegal airbnb's, birth tourism hotels, brothels and for illegal activities abound!*

Both the B.C. Government & Federal Government are now aware of what's been going on here! There's definitely a need for both a Provincial & Federal inquiry.

## Mansion Estates or Class A Agricultural Land in the City of Richmond?

23<sub>Friday Feb 2018</sub>

Posted by Sandy James Planner in Housing, Infrastructure, Landscape, Richmond, Social issues

≈ 3 Comments

Tags

*Big Estate Houses on the ALR*



This story illustrates the problem of expectations when existing regulations are not enough to achieve a higher purpose, like protecting farmland. In Richmond B.C. the City Council has not been proactive in protecting some of the most arable farmland in Canada from becoming private foreign-owned estates, with mansion sized housing and subsequent property assessments so high that the land will never be owned by farmers again. There was an outcry in the City of Richmond over the size of the houses being placed on farmland and being taken out of farming and turned into private estates. In May 2017 Council moved that house size would be capped to 10,763 square feet on lots that were larger than half an acre. The Provincial regulations for the Agricultural Land Reserve (ALR) says that houses on these larger lots should be no larger than 5,382 square feet, half of the size.

Price Tags Vancouver has written several times about these ALR properties in Richmond which can be purchased without the 20 per cent foreign buyers tax and can also pay lower agricultural property taxes if a minimal farming crop or livestock are raised on the land. We also covered the story of a shell company that purchased a 26 acre piece of farmland in 2014 for \$88,000 in Richmond. Now that the property has a half built mansion on it, with a 2017 assessed property value of \$8.3 million. As Richmond Farm Watch and Richmond resident Laura Gillanders observes "One by one each of these farms is being taken out of production and making sure it is never farmed by a farmer who can live on that land. It goes to show these mansions are not being built for farming." You can take a look on the Farm Watch site at the "Visuals" section

documenting the before and after photos and films of these properties taken out of agricultural production and made into mansioned estates.

As the Richmond News reports it is no surprise that a group called The Richmond Farmland Owners Association *"has launched a campaign and online petition to protect farmers' property rights and land value."* You can hardly blame them. They want the current mansion sized dwelling to now remain as the status quo, seeing a reduction in house size as an impediment to property value. Some argue that the large houses are small compared to the land around them. Council does allow for larger square foot houses when it is for larger extended family groups.

There is a [Change.org](#) petition which can be viewed here where the Richmond Farmland Owners Association says that Richmond is infringing on property rights, and that these rights will be taken away if house sizes are reduced. Meanwhile the group Richmond FarmWatch wants the City of Richmond to follow the provincial guidelines for land in the ALR, and are planning a public rally is to be held at Richmond City Hall Monday, Feb. 26 at 6:30 p.m. and you can see a copy of the petition put out by the Richmond Citizens Association [here](#).

The last word goes to land economist Richard Wozny with Site Economics who passed away earlier this month. Wozny's analysis indicated that a house of 4,200 square feet was in line with farm land values, half the size of the currently approved 10,763 square feet for agricultural land over half an acre.

There is a YouTube video below from March 2017 showing the size of "farm" houses being constructed on agricultural land in Richmond.



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Farm Land or Large Mansions on the Agricultural Land Reserve? In "Architecture"



**About Sandy James Planner**

City Planner/Place Shaker, author, co-editor of Price Tags, passionate about Green Streets and

Walkability, TEDx Speaker, Director of Walk Metro Vancouver, past chair of International Walk21 Vancouver

Conference, Master Gardener, sparking livable walkable places we all want to live in. Twitter: sandyjamesplan

Blog: [sandyjamesplanner.wordpress.com](http://sandyjamesplanner.wordpress.com) [www.walkmetrovan.ca](http://www.walkmetrovan.ca)

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## Hopkins, John

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**From:** MayorandCouncillors  
**Sent:** Monday, 26 February 2018 10:28  
**To:** Konkin, Barry; Hopkins, John; Craig, Wayne; Woo, Gavin  
**Cc:** Powell, Jo Anne; White, Amelia  
**Subject:** FW: House Sizes on ALR land

**From:** MayorandCouncillors  
**Sent:** Monday, 26 February 2018 10:28  
**To:** 'De Whalen'  
**Subject:** RE: House Sizes on ALR land

Good morning Ms. Whalen,

This is to acknowledge and thank you for your email. Please be advised that copies of your email have been forwarded to the Mayor and each Councillor. In addition, your email has been forwarded to Planning and Development staff.

Thank you again for taking the time to bring your concerns to our attention.

Hanieh Berg | Legislative Services Coordinator  
City Clerk's Office | City of Richmond  
6911 No. 3 Road, Richmond, BC V6Y 2C1

**From:** De Whalen [[mailto:de\\_whalen@hotmail.com](mailto:de_whalen@hotmail.com)]  
**Sent:** Saturday, 24 February 2018 14:29  
**To:** MayorandCouncillors  
**Subject:** House Sizes on ALR land

February 24, 2018

Richmond City Hall  
6911 No. 3 Road  
Richmond, BC

Dear Mayor & Councillors:

This is a written submission to Richmond City Council about maximum allowable house sizes on agricultural land in Richmond.

I would urge Council to amend their current policy and bylaw from allowing houses in excess of 10,000 square feet, to the ALR guidelines which allows for a maximum of around 5,000 square feet. Richard Wozny's analysis pointed to the detrimental effect of taking the price of farmland beyond the reach of farmers if very large houses are allowed to be built on ALR. Once that land is built on it is essentially taken out of the ALR.

I have heard it said that farmers should have carte blanche on house sizes. But the City has already built in a variance process. If farmers wish to build a house larger than the ALR guidelines, they can apply for a variance. Richmond residents and land owners apply to the City every day for variances to the bylaws. There should be no reason why farmers would find it so much more difficult to apply for a variance than everyone else.

On a personal note, I can say that one of the 'farmers' at the public hearing who spoke in favour of very large houses on ALR is a neighbour. They paid \$2.25 million for 1.3 acres, took possession in July 2017 and bulldozed all the trees and the topsoil in August. This 3000 sq. ft beautifully hand-crafted vacant house somehow burned down in October. A charred hulk and a razed back property is now for sale for about \$2.8 million with a promise that the seller can provide house plans to build a new much larger house.

Please, City Council, do the right thing and revert your policy and bylaw to the ALR guidelines.

Sincerely,

Deirdre Whalen  
13631 Blundell Road  
Richmond BC V6W 1B6

604.230.3158

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

Kindness is in our power even when fondness is not. Henry James

## Hopkins, John

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**From:** MayorandCouncillors  
**Sent:** Monday, 26 February 2018 10:27  
**To:** Konkin, Barry; Hopkins, John; Craig, Wayne; Woo, Gavin  
**Cc:** Powell, Jo Anne; White, Amelia  
**Subject:** FW: House Size Limits on Agricultural Land/Land Within the ALR

**From:** MayorandCouncillors  
**Sent:** Monday, 26 February 2018 10:26  
**To:** 'Jackie Brown'  
**Subject:** RE: House Size Limits on Agricultural Land/Land Within the ALR

Good morning Jackie,

This is to acknowledge and thank you for your email. Please be advised that copies of your email have been forwarded to the Mayor and each Councillor. In addition, your email has been forwarded to Planning and Development staff.

Thank you again for taking the time to bring your concerns to our attention.

**Hanieh Berg | Legislative Services Coordinator**  
City Clerk's Office | City of Richmond  
6911 No. 3 Road, Richmond, BC V6Y 2C1

**From:** Jackie Brown [<mailto:jackiejbrown@shaw.ca>]  
**Sent:** Sunday, 25 February 2018 23:37  
**To:** MayorandCouncillors  
**Subject:** House Size Limits on Agricultural Land/Land Within the ALR  
**Importance:** High

Mayor and Councillors,

I write to express my concern with the building of extremely large houses (I won't refer to them as homes) on Richmond's agricultural land.

There have been too many mansions built on land that should have been retained for farming purposes. There are many examples of land where the City has allowed houses and driveways to be built that exclude any possibility of future farm use (No. 4 Road east of Finn Road) and ridiculously large houses that will not house a farmer and his/her family; these properties simply become estates.

As a lifelong resident of Richmond I grew up on farmland, and still live in my family home within the ALR. Fortunately at this time, much of the surrounding land is still farmed, but not by those who have purchased the land and built mansions on them; it has been leased to local farmers to ensure the landowner receives the tax break. My constant fear is that, because of lack of Council action to prevent it, we will lose this fertile land to more gigantic houses that are built for nothing more than prestige and/or investment.

We cannot afford to lose any more viable farmland to housing. I am imploring you to implement changes to City Bylaws to limit the size of houses built on land within Richmond's ALR to a maximum of 500 m<sup>2</sup> (5382 sqft), with a moratorium on new applications until the new house size is adopted as a bylaw.

Yours hopefully,

Jackie Brown

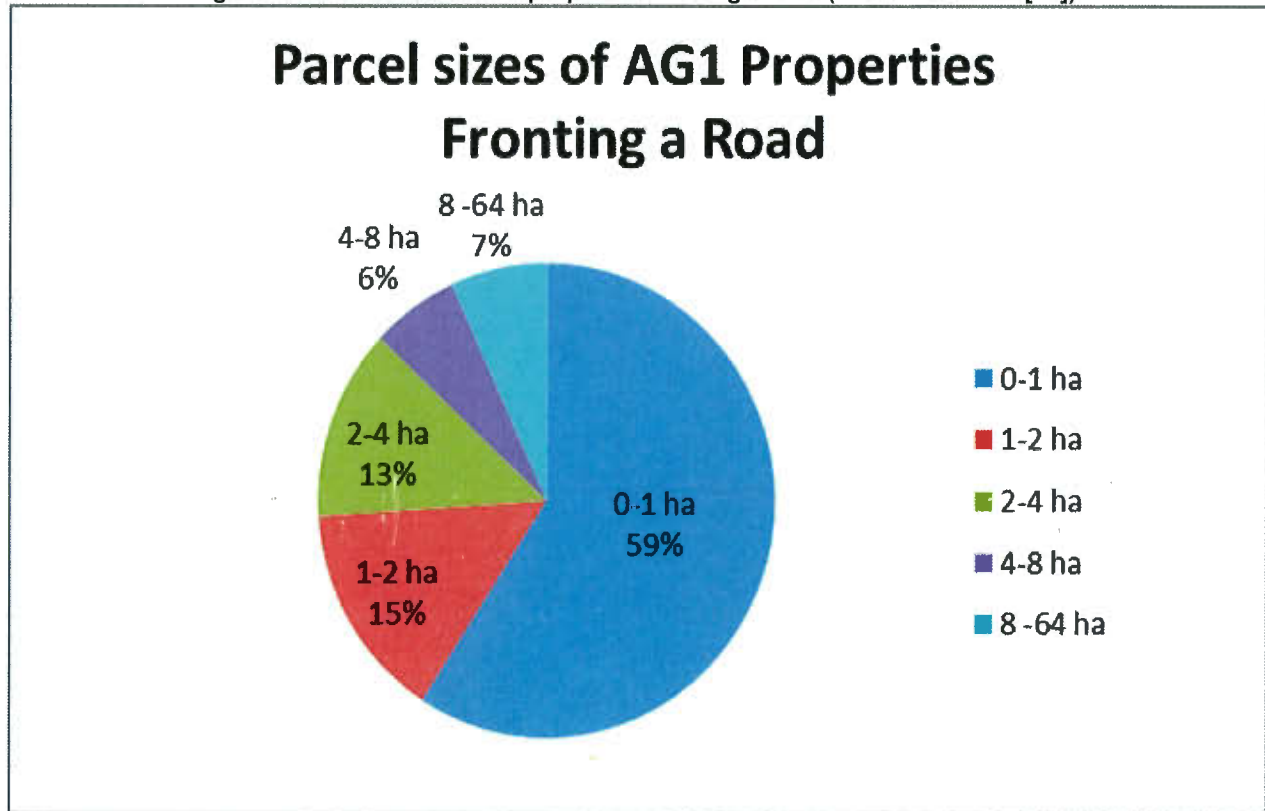
Sent from Mail for Windows 10



### Profile of Richmond's AG1 Parcels

There are a total of 2,195 parcels in Richmond's Agriculture (AG1) zoned land. However, only 1,274 (58%) of those parcels have residential development potential, as they have frontage on an improved road allowance providing vehicular access (Figure 1).

Figure 1: Parcel sizes of AG1 properties fronting a road (area in hectares [ha])

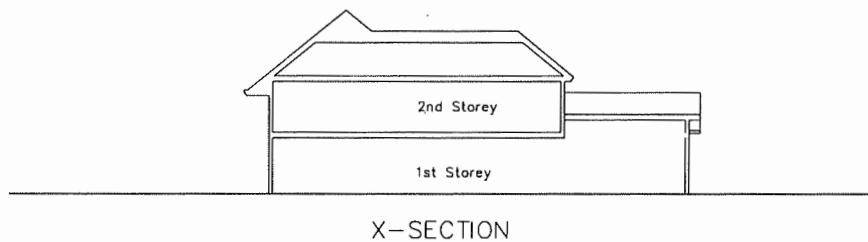
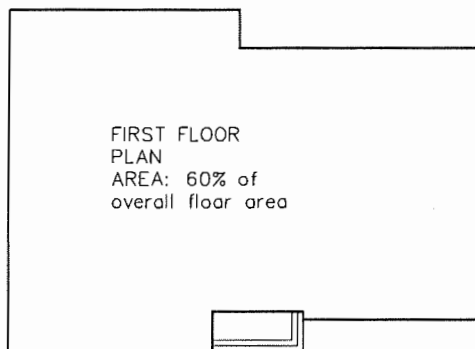
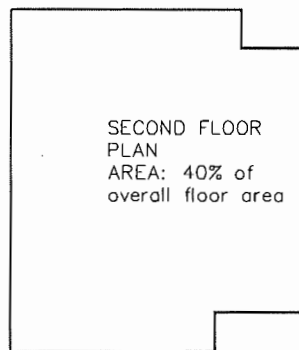


Of the 1,274 AG1 zoned parcels that have residential development potential:

- 753 (59%) are less than 1.0 ha (2.5 acres) with the following sub-sets:
  - 263 are less than 0.2 ha (0.5 acres)
  - 259 are between 0.2 ha (0.5 acres) and 0.4 ha (1.0 acres)
  - 231 are between 0.4 ha (1.0 acres) and 1.0 ha (2.5 acres)
- 189 (15%) are between 1.0 ha (2.5 acres) and 2.0 ha (4.9 acres)
- 166 (13%) are between 2.0 ha (4.9 acres) and 4.0 ha (9.9 acres)
- 166 (13%) are greater than 4.0 ha (9.9 acres)

## 2 STOREY HOUSE

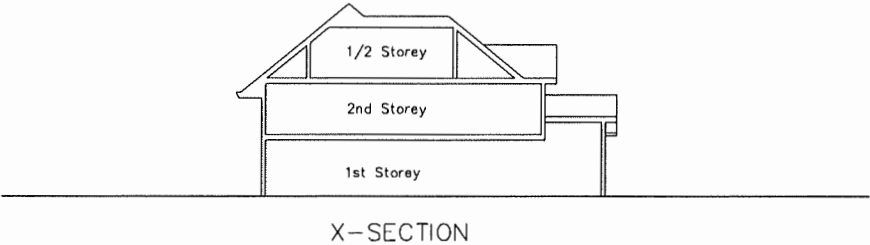
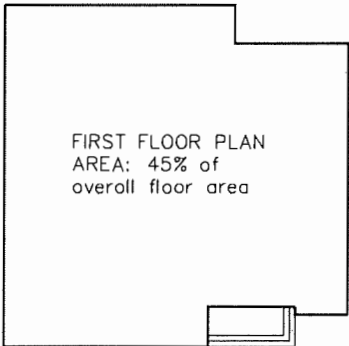
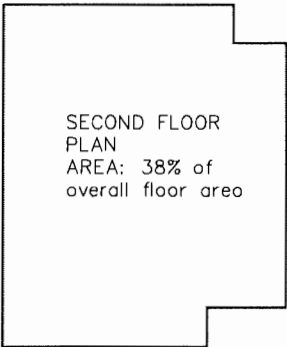
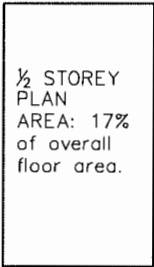
- FIRST STOREY: 60 % of overall floor area
- SECOND STOREY: 40% of overall floor area



note: this is a conceptual diagram meant  
to demonstrate potential building massing

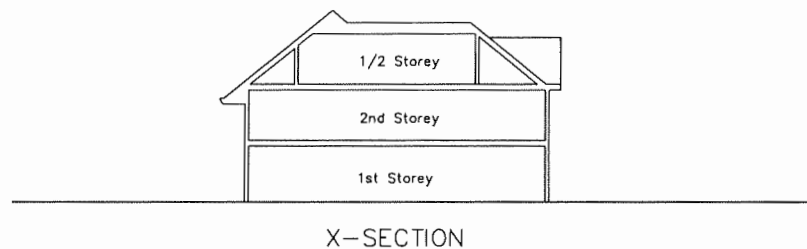
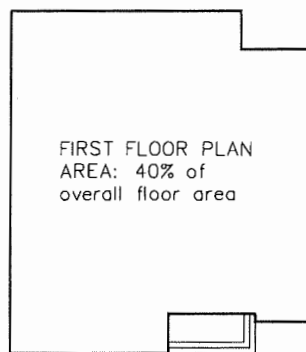
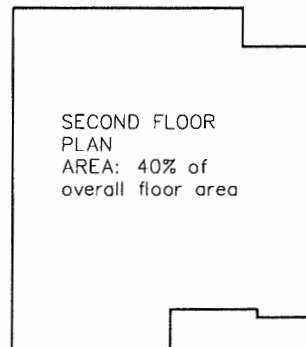
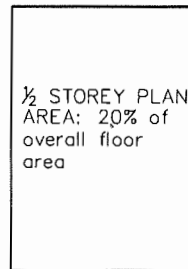
# 2 1/2 STOREY HOUSE

- FIRST STOREY: 45 % of overall floor area
- SECOND STOREY: 38% of overall floor area
- 1/2 STOREY LEVEL: 17% of overall floor area



# 21/2 STOREY HOUSE

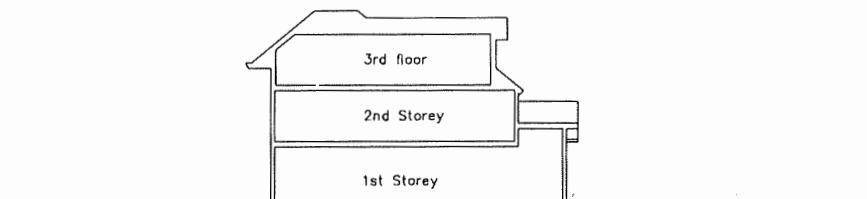
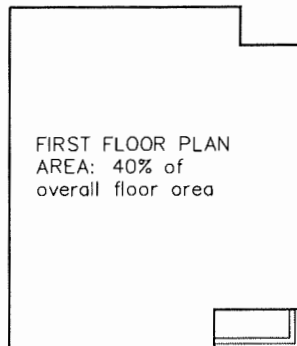
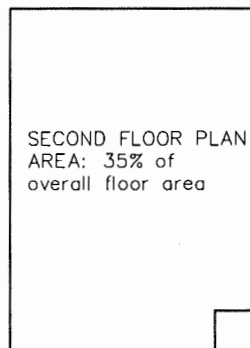
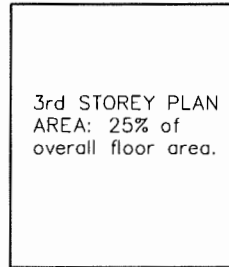
- FIRST STOREY: 40 % of overall floor area
- SECOND STOREY: 40 % of overall floor area
- ½ STOREY LEVEL: 20 % of overall floor area



note: this is a conceptual diagram meant  
to demonstrate potential building massing

# 3 STOREY HOUSE

- FIRST STOREY: 40 % of overall floor area
- SECOND STOREY: 35 % of overall floor area
- THIRD STOREY: 25 % of overall floor area



X-SECTION



## ATTACHMENT 10

### Summary of Feedback Received from the LetsTalkRichmond.ca Feedback Forms

No.	Topic	#
1	Foreign buyers tax should be applicable to farmland	120
2	Provide greater incentives for farmers (existing and new), including more tax reductions, grants and training opportunities	82
3	Agricultural Land Commission (ALC) and Agricultural Land Reserve (ALR) regulations should be strengthened, provided greater authority and enforced (including monitoring, inspections, penalties for non-compliance)	81
4	Prevent farmland speculation by applying additional taxes when properties are sold more than once within a short period of time	80
5	Require ALR land to be used for farming purposes only. For example, purchasers or operators of ALR land are required to go through an approval process to demonstrate what will be farmed and how the land will be farmed	70
6	Increase protection for those who lease farmland for farming purposes and require longer lease terms, and incentivize owners who do not farm to lease their land (i.e. tax exemptions).	42
7	Ban all foreign ownership of farmland	36
8	Implement property tax measures to encourage farming: <ul style="list-style-type: none"> <li>• Increase property taxes for properties within the ALR that are not farmed (unless evidence is provided the land cannot be farmed)</li> <li>• Increase the minimum farm income requirements as defined by BC Assessment to classify as a farm</li> <li>• Remove the tax exemptions altogether</li> <li>• Restructure the minimum farm income requirements as defined by BC Assessment to be proportional to the lot size to classify as a farm</li> </ul>	27 11 4 2
9	Restrict the maximum size of house permitted on farmland (City)	22
10	Prohibit and enforce illegal activity on farmland, such as hotels, casinos, air b&b, etc. (City)	13
11	Provide education on the benefits of farming and how to farm, and partner with organizations to promote farming in schools	9
12	Promote local purchasing of goods, for example support programs such as farm-to-school	9
13	Allow the farmer (or property owner) to decide how best to use their land and listen to the expertise of existing farmers	9
14	Limit the length of time a property in the ALR can go unfarmed	6
15	Do not permit the rezoning of ALR land	4
16	Reduce water rates for irrigation of farmland	4
17	Monitor and enforce the illegal dumping of materials on farmland and apply significant fines	4
18	Set a cap on the price of farmland (i.e. \$/acre) and apply a luxury tax if the sale exceeds this amount	4
19	Permit micro-farming or vertical farming and other innovative farming methods	4
20	Do not permit non-farm uses on farmland (i.e. golf courses and religious institutions)	3

21	Do not permit hobby farms (or remove the ability for these farms to receive tax breaks)	3
22	Regulations should focus on farmland that actually has the ability to be farmed	3
23	Apply the empty homes tax	3
24	Stop encroachment of industry on farmland (i.e. Port of Vancouver	2
25	Provide incentives for organic farming (i.e. tax exemptions and grants)	2
26	Assist farmers to expand their market to sell their products	2
27	Develop a registry of current and potential farmers and landowners to improve accessibility to farming	1
28	City should start purchasing farmland and lease to new farmers	1



# City of Richmond

## Report to Council

**To:** Richmond City Council  
**From:** David Weber  
Director, City Clerk's Office  
Chief Election Officer

**Date:** November 1, 2018  
**File:** 12-8125-80-01/Vol 01




**Re:** 2018 General Local and School Election Results

### Staff Recommendation

That the Declaration of Official Results for the 2018 General Local and School Election, attached to the staff report dated November 1, 2018 from the Chief Election Officer, be received for information by Richmond City Council in accordance with the requirement of Section 158 of the *Local Government Act*.

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

Att. 3

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

## Staff Report

### Origin

In accordance with Section 158 of the *Local Government Act*, the Chief Election Officer is required to report the results of the election to the local government within 30 days of the official declaration of election results. This report fulfills this statutory requirement.

### Analysis

The Official Declaration of Election Results is attached (Attachment 1). The Declaration includes the number of overall votes for each candidate in the election. The "Poll-by-Poll" results are also attached (Attachment 2) as is the total number of ballots cast at each voting opportunity (Attachment 3).

In terms of spoiled ballots, 1,683 people spoiled their ballots on their first try. However, all of those individuals had an opportunity to obtain a new ballot since automated vote counting machines detect spoiled ballots before the ballot is finally accepted into the ballot box. The most common reason for a spoiled ballot is inadvertently voting for too many candidates in a single office (over-voting). When the vote counting machine detects a spoiled ballot, the ballot is returned to the elector and a warning is given indicating that the ballot is spoiled. The elector is then given the opportunity to check their ballot and to request a replacement if they wish. The detection of spoiled ballots is an important benefit of the automated vote counting machines as under a manual hand-counted election, over-voted and other spoiled ballots would not be detected and such ballots would unfortunately have to be set aside and not counted after the close of voting.

In the 2018 Richmond Election, a total of 48,412 ballots were cast at all voting opportunities, which represents a voter turnout of 36.86% after factoring-in the additional Election Day registrations. In comparison to the two previous local elections, participation rates are trending positively with 40,245 total ballots cast in 2014 (32.4% turnout) and 31,126 total ballots cast in 2011 (23.74% turnout).

Following this official reporting of results, staff will begin to review other operational aspects of the election with a view to planning for future elections.

### Financial Impact

None.

### Conclusion

The official results of the 2018 Richmond General Local and School Election are hereby reported as required by the *Local Government Act*.



David Weber  
Director, City Clerk's Office and Chief Election Officer  
(604-276-4098)

- Att. 1: Declaration of Official Election Results for 2018  
2: Election 2018 Results by Polling Location  
3: 2018 Richmond Election Poll-by-Poll Ballots Cast



# City of Richmond

## Declaration of Official Election Results for the 2018 General Local and School Election October 20, 2018

Pursuant to the section 146 of the *Local Government Act*, I hereby declare elected those listed below who received the highest number of valid votes for the Office of Mayor, Councillor and School Trustee.

### Office of Mayor

- Malcolm BRODIE – Elected

### Office of Councillor

- Chak AU - Elected
- Carol DAY - Elected
- Kelly GREENE - Elected
- Alexa LOO - Elected
- Bill McNULTY - Elected
- Linda McPHAIL - Elected
- Harold STEVES - Elected
- Michael WOLFE - Elected

### Office of School Trustee

- Norm GOLDSTEIN - Elected
- Ken HAMAGUCHI - Elected
- Heather LARSON - Elected
- Richard LEE - Elected
- Sandra NIXON - Elected
- Donna SARGENT - Elected
- Debbie TABLOTNEY - Elected

Attached is a listing of the total number of votes received by each candidate in the election.

Declared at Richmond, British Columbia, October 24, 2018.

David Weber  
Chief Election Officer  
City of Richmond



**2018 General Local and School Election**  
**OFFICIAL RESULTS**  
**Total Number of Votes Receive by Each Candidate**

Office of Mayor		
Name	Votes	
<b>Malcolm BRODIE</b>	<b>30452</b>	<b>ELECTED</b>
Roy SAKATA	7942	
Donald FLINTOFF	4204	
Hong GUO	2940	
Lawrence CHEN	1260	
Cliff WEI	594	

Office of Councillor		
Name	Votes	
<b>Carol DAY</b>	<b>20871</b>	<b>ELECTED</b>
<b>Harold STEVES</b>	<b>19136</b>	<b>ELECTED</b>
<b>Chak AU</b>	<b>18026</b>	<b>ELECTED</b>
<b>Bill McNULTY</b>	<b>17242</b>	<b>ELECTED</b>
<b>Kelly GREENE</b>	<b>16464</b>	<b>ELECTED</b>
<b>Linda McPHAIL</b>	<b>15521</b>	<b>ELECTED</b>
<b>Michael WOLFE</b>	<b>13627</b>	<b>ELECTED</b>
<b>Alexa LOO</b>	<b>13212</b>	<b>ELECTED</b>
Derek DANG	13115	
Andy HOBBS	12336	
Judie SCHNEIDER	11672	
Ken JOHNSTON	11161	
Jonathan HO	11140	
Jack TROVATO	10915	
Sunny HO	8933	
Niti SHARMA	8917	
Henry YAO	8467	
Peter LIU	8357	
Parm BAINS	7973	

Office of School Trustee		
Name	Votes	
<b>Ken HAMAGUCHI</b>	<b>17196</b>	<b>ELECTED</b>
<b>Sandra NIXON</b>	<b>16567</b>	<b>ELECTED</b>
<b>Donna SARGENT</b>	<b>15947</b>	<b>ELECTED</b>
<b>Heather LARSON</b>	<b>13258</b>	<b>ELECTED</b>
<b>Debbie TABLOTNEY</b>	<b>13243</b>	<b>ELECTED</b>
<b>Richard LEE</b>	<b>12266</b>	<b>ELECTED</b>
<b>Norm GOLDSTEIN</b>	<b>11234</b>	<b>ELECTED</b>
Karina REID	11064	
Alice S. WONG	10958	
Eric YUNG	9559	
Andrew SCALLION	9148	
James LI	9000	
Grace TSANG	8978	
Jeff DANIS	8960	
Rod BELLEZA	8686	
Ivan PAK	8244	
Charvine ADL	7834	
Elsa WONG	7711	
Jeffrey SMITH	7517	

**2018 General Local and School Election**  
**OFFICIAL RESULTS**  
**Total Number of Votes Receive by Each Candidate**

Office of Councillor (continued)		
Name	Votes	
John ROSTON	7961	
Melissa ZHANG	7078	
Kerry STARCHUK	6959	
Jason TARNOW	5720	
Adil AWAN	4278	
Manjit SINGH	4134	
Dennis PAGE	3478	
Andy CHIANG	3337	
Theresa HEAD	3251	
Patrick S. SAUNDERS	2241	
Zhe ZHANG	2241	

Office of School Trustee (continued)		
Name	Votes	
Keith LIEDTKE	6555	
Andrea GONG-QUINN	6550	
Rahim OTHMAN	5632	
Harv PUNI	5272	
Jason Zhen Ning LI	5139	
Sharon WANG	4361	
Sergio ARRAMBIDE	2458	

A total of 48,412 ballots were cast in the election.

## Election 2018 Results by Polling Location

Candidate Name	Total Votes	Mail/Mobile	ADV - Oct6 - City Hall	ADV - Oct10 - City Hall	ADV - Oct11 - City Hall	ADV - Oct12 - City Hall	ADV - Oct13 - City Hall	ADV - Oct11 - Kwantlen	ADV - Oct13 - Burnet	ADV - Oct13 - Cambie	ADV - Oct13 - McMath	ADV - Oct13 - McRoberts	Spui'u Kwuk's Elementary School	Quilchena Elementary School	Gilmore Elementary School	Grauer Elementary School	Blair Elementary School	Mickey Elementary School
<b>MAYOR</b>																		
Malcolm BRODIE	30,452	210	1,055	856	551	627	711	184	348	294	357	327	913	713	392	471	881	583
Roy SAKATA	7,942	65	206	152	99	148	122	28	62	59	173	121	166	176	113	139	209	139
Donald FLINTOFF	4,204	49	156	94	69	66	82	21	56	40	70	67	110	95	60	74	104	59
Hong GUO	2,940	13	333	178	93	107	105	33	47	22	13	34	94	56	20	22	68	58
Lawrence CHEN	1,260	8	60	57	24	30	46	15	12	10	11	17	32	17	6	23	32	23
Cliff WEI	594	3	64	38	14	16	28	8	13	2	5	7	16	8	7	1	19	7
<b>COUNCILLOR</b>																		
Carol DAY	20,871	171	644	509	328	383	415	97	203	165	394	265	545	476	313	381	564	358
Harold STEVES	19,136	179	590	482	278	352	366	80	190	130	432	254	485	477	337	335	505	315
Chak AU	18,026	82	902	663	413	455	534	150	246	162	159	190	575	377	153	258	534	380
Bill McNULTY	17,242	109	635	501	324	373	417	117	176	213	217	200	567	383	222	269	506	345
Kelly GREENE	16,464	119	508	372	214	283	306	65	167	121	360	201	369	363	268	311	403	277
Linda McPHAIL	15,521	116	519	478	276	325	365	103	163	168	246	186	505	355	212	239	429	265
Michael WOLFE	13,627	123	412	278	219	264	284	68	146	98	258	183	337	351	219	271	362	215
Alexa LOO	13,212	80	451	330	199	266	287	80	142	111	174	161	424	311	169	198	390	248
Derek DANG	13,115	74	517	445	278	299	313	98	136	143	166	153	452	344	176	188	361	259
Andy HOBBS	12,336	105	397	322	186	243	272	52	133	115	218	149	409	299	200	237	382	227
Judie SCHNEIDER	11,672	105	375	269	164	208	232	51	108	89	231	145	220	251	187	212	293	169
Ken JOHNSTON	11,161	73	381	297	182	251	249	58	117	124	142	142	316	259	154	187	302	215
Jonathan HO	11,140	47	587	420	250	284	325	80	158	114	83	131	348	205	99	165	292	236
Jack TROVATO	10,915	93	302	228	161	192	172	35	105	77	256	144	263	271	196	171	303	165
Sunny HO	8,933	30	440	376	208	237	264	85	105	84	61	83	293	181	76	95	276	200
Hiri SHARMA	8,917	73	242	177	109	138	154	49	80	77	166	115	182	228	136	154	226	113
Henry YAO	8,467	60	367	211	141	163	191	48	92	54	132	110	182	210	136	138	232	135
Peter LIU	8,357	32	628	389	211	237	286	77	138	102	66	102	273	184	89	106	215	160
Pam BAINS	7,973	38	239	159	111	141	131	51	86	117	58	109	217	195	104	109	183	132
John ROSTON	7,961	68	261	195	104	150	127	41	91	59	136	103	232	191	114	149	206	141
Melissa ZHANG	7,078	27	505	294	169	185	214	60	109	59	48	84	222	134	68	98	172	162
Kerry STARCHUK	6,959	65	215	182	93	139	91	25	75	58	145	75	183	187	127	142	208	141
Jason TARNOW	5,720	47	164	131	86	121	103	21	71	30	101	56	167	134	84	124	149	89
Adil AWAN	4,278	27	105	90	44	59	83	22	37	40	36	57	131	157	59	73	112	73
Manjit SINGH	4,134	28	99	71	58	67	71	23	39	64	32	54	111	85	40	58	91	62
Dennis PAGE	3,478	29	101	98	45	80	69	27	32	28	38	50	89	83	52	68	99	57
Andy CHIANG	3,337	20	138	99	61	84	98	23	26	31	20	40	101	78	30	40	97	61
Theresa HEAD	3,251	25	110	96	58	60	76	22	39	23	31	38	66	62	44	57	82	63
Patrick S. SAUNDERS	2,241	19	72	51	37	44	34	17	23	19	16	28	49	64	19	48	47	49
Zhe ZHANG	2,241	12	134	84	62	77	85	14	38	20	13	21	58	45	23	27	40	50
<b>SCHOOL TRUSTEE</b>																		
Ken HAMAGUCHI	17,196	132	515	372	248	309	309	81	185	136	352	218	442	413	308	293	460	267
Sandra NIXON	16,567	130	490	361	225	308	309	76	165	153	319	207	415	405	279	274	459	272
Donna SARGENT	15,947	142	478	414	290	310	338	69	179	145	309	187	511	405	272	275	421	274
Heather LARSON	13,258	105	403	306	193	219	244	61	111	109	255	179	309	278	224	217	374	227
Debbie TABLOTNEY	13,243	132	390	283	190	228	266	54	145	93	296	187	403	342	258	234	352	221
Richard LEE	12,266	50	634	494	274	340	368	101	157	112	88	125	361	241	99	158	340	249
Norm GOLDSTEIN	11,234	78	336	317	163	219	251	63	109	104	153	149	351	311	174	194	343	202
Karina REID	11,064	89	378	233	152	211	201	56	91	91	229	136	251	251	164	193	328	180
Alice S. WONG	10,958	47	536	423	243	258	314	91	156	91	79	109	333	201	82	152	308	230
Eric YUNG	9,559	45	364	281	189	211	223	74	117	104	125	144	328	248	124	134	249	193
Andrew SCALLION	9,148	75	262	179	118	134	169	37	92	75	212	133	204	243	181	142	243	145
James LI	9,000	38	526	366	192	252	257	70	148	71	71	101	262	160	83	120	249	206
Grace TSANG	8,978	45	356	272	173	201	209	71	101	77	106	98	271	240	114	169	247	179
Jeff DANIS	8,960	79	314	201	121	164	151	38	82	82	143	119	211	181	163	135	242	144
Rod BELLEZA	8,686	47	306	259	163	197	241	49	74	87	89	94	187	176	90	162	213	154
Ivan PAK	8,244	31	399	319	174	210	251	66	146	69	73	101	244	158	68	121	238	182
Charvne ADL	7,834	42	355	280	146	205	225	56	134	82	73	86	236	160	75	131	203	156
Elsa WONG	7,711	42	413	266	196	189	201	78	86	70	57	76	264	180	70	106	214	148
Jeffrey SMITH	7,517	52	229	180	98	150	153	41	73	75	126	76	174	193	102	119	211	127
Keith LIEDTKE	6,555	63	233	161	101	123	141	28	62	67	98	78	180	133	100	131	168	127
Andrea GONG-QUINN	6,550	33	367	266	138	184	188	53	117	55	58	86	209	129	54	111	182	131
Rahim OTHMAN	5,632	35	179	148	87	115	112	26	64	81	50	82	158	120	51	95	147	92
Harv PUNI	5,272	25	144	108	60	77	64	21	61	78	48	115	105	129	70	50	114	75
Jason Zhen Ning Li	5,139	21	340	229	137	151	158	49	70	54	33	60	157	102	56	81	125	119
Sharon WANG	4,361	25	231	134	88	118	128	40	61	41	33	53	121	115	43	65	109	87
Sergio ARRAMBIDE	2,458	20	89	70	40	61	13	16	27	25	28	26	69	66	23	40	78	44



# Election 2018 Results by Polling Location

Candidate Name	Brighthouse Elementary School	Kiwanis Towers	Minora Place Senior Centre	Talmei Elementary School	Tomsett Elementary School	Anderson Elementary School	Sea Island Elementary School	MacNeill Secondary School	Kwantlen Polytechnic	City Centre Community Centre	General Currie Elementary School	Palmer Secondary School	Walter Lee Elementary School	Debeck Elementary School	Tait Elementary School	Kate McNeely Elementary School	Kingswood Elementary School	Whiteside Elementary School
<b>MAYOR</b>																		
Malcolm BRODIE	506	356	687	598	824	579	128	778	523	249	694	921	699	717	815	976	592	652
Roy SAKATA	130	59	179	103	122	113	43	106	113	58	123	184	198	108	179	159	142	228
Donald FLINTOFF	74	41	118	78	50	51	52	63	65	20	75	113	129	74	106	93	104	127
Hong GUO	68	31	60	54	77	54	7	86	64	45	104	90	63	52	55	61	68	50
Lawrence CHEN	31	15	23	28	40	23	3	36	31	11	32	22	41	37	41	63	34	28
Cliff WEI	12	8	15	12	13	16	0	16	11	6	14	17	20	12	15	16	7	11
<b>COUNCILLOR</b>																		
Carol DAY	340	166	514	313	324	330	128	373	288	137	400	546	504	349	478	456	412	547
Harold STEVES	294	165	457	250	239	243	138	270	240	109	297	462	488	301	405	396	407	519
Chak AU	354	209	448	408	606	426	26	605	357	181	522	538	405	501	394	544	273	348
Bill McNULTY	276	228	378	326	401	275	103	374	266	126	338	525	391	392	466	508	385	422
Kelly GREENE	256	141	403	213	249	245	97	277	239	108	297	383	394	262	368	369	309	420
Linda McPHAIL	241	171	339	259	319	271	90	297	235	106	334	454	358	347	429	431	362	386
Michael WOLFE	233	118	361	208	210	186	71	222	163	89	234	328	341	220	354	296	299	355
Alexa LOO	208	106	293	253	299	200	79	314	205	114	273	380	319	311	332	341	328	284
Derek DANG	220	146	243	252	326	219	42	290	217	102	288	415	311	305	343	380	304	319
Andy HOBBS	194	128	272	182	225	187	85	211	166	80	208	325	269	230	311	295	263	275
Judie SCHNEIDER	191	97	312	172	171	175	91	201	170	63	188	281	293	170	282	268	225	327
Ken JOHNSTON	207	119	263	194	246	223	51	225	158	78	215	317	287	264	353	369	288	270
Jonathan HO	224	126	265	294	413	268	15	382	220	127	305	354	258	294	297	355	169	218
Jack TROVATO	167	66	241	138	136	135	78	154	107	58	150	265	260	140	220	236	221	289
Sunny HO	195	133	192	198	307	230	16	326	219	108	272	287	194	221	233	309	152	193
Niti SHARMA	137	44	211	124	126	128	51	152	117	75	133	203	235	157	272	240	208	237
Henry YAO	175	63	208	138	174	168	35	237	171	81	180	198	214	184	202	187	152	189
Peter LIU	184	94	163	160	241	151	18	266	161	100	226	230	189	215	177	237	154	165
Parm BAINS	110	57	171	128	170	121	35	128	113	68	151	204	214	176	382	380	303	227
John ROSTON	118	88	188	122	118	119	50	150	104	43	140	210	211	127	192	168	155	240
Melissa ZHANG	150	65	142	134	214	165	16	228	152	82	190	212	183	184	169	241	126	146
Kerry STARCHUK	117	48	159	75	54	83	88	77	76	22	107	161	183	84	138	142	133	188
Jason TARNOW	77	58	147	79	93	86	52	82	82	41	101	154	125	90	112	98	119	129
Adil AWAN	80	48	104	70	90	66	31	91	61	22	90	103	97	79	152	180	99	93
Manjit SINGH	62	32	97	59	100	54	24	101	68	33	90	118	120	88	234	255	139	108
Dennis PAGE	69	44	102	67	56	61	29	72	63	25	54	104	77	69	109	86	88	70
Andy CHIANG	76	42	60	73	129	75	12	113	82	46	99	100	66	65	118	116	66	65
Theresa HEAD	68	40	104	61	55	73	28	71	74	20	75	126	82	55	114	103	58	101
Patrick S. SAUNDERS	46	21	63	51	49	47	14	39	41	24	56	78	80	35	80	89	62	66
Zhe ZHANG	55	35	49	39	67	58	2	97	58	37	79	70	72	61	62	63	36	38
<b>SCHOOL TRUSTEE</b>																		
Ken HAMAGUCHI	267	116	377	233	279	230	112	283	211	111	283	402	437	289	402	371	325	455
Sandra NIXON	271	139	382	251	256	226	129	274	231	107	264	443	405	266	409	391	328	447
Donna SARGENT	264	144	332	235	251	187	104	238	197	92	248	387	389	262	339	355	334	397
Heather LARSON	217	111	298	194	202	192	113	211	175	75	243	327	326	224	360	337	292	372
Debbie TABLOTNEY	204	100	299	180	161	151	96	170	157	70	193	308	313	217	234	251	256	362
Richard LEE	233	154	283	278	421	281	29	392	245	134	363	386	261	337	287	417	195	216
Norm GOLDSTEIN	184	121	246	200	198	179	60	224	163	68	206	286	291	212	304	301	256	324
Karina REID	185	102	269	181	176	168	90	184	144	74	181	285	275	188	321	279	223	313
Alice S. WONG	233	145	268	232	400	266	25	395	261	113	318	353	235	295	292	350	164	194
Eric YUNG	166	103	202	181	287	176	40	260	166	88	206	304	213	234	217	260	190	196
Andrew SCALLION	153	71	213	131	130	114	95	141	95	69	133	220	242	161	222	221	176	255
James LI	187	96	233	163	291	197	19	328	168	104	291	265	225	240	191	243	141	165
Grace TSANG	150	108	175	205	281	175	26	269	180	77	216	279	240	224	266	290	156	175
Jeff DANIS	154	76	223	133	128	130	76	147	127	46	173	220	223	160	269	225	198	237
Rod BELLEZA	153	98	229	152	186	194	31	209	156	43	218	293	221	148	354	345	162	220
Ivan PAK	184	82	223	140	242	204	18	268	131	88	233	257	177	238	201	236	122	145
Charvline ADL	154	75	212	126	202	193	31	237	114	72	241	234	160	187	190	250	135	160
Elsa WONG	139	87	146	186	252	168	21	239	178	89	208	236	164	213	214	246	151	156
Jeffrey SMITH	144	80	190	124	140	132	56	143	138	58	175	205	177	144	244	204	162	183
Keith LIEDTKE	127	72	154	97	101	106	29	111	85	52	110	172	152	119	208	176	134	150
Andrea GONG-QUINN	122	54	171	108	173	146	22	208	114	69	206	174	115	160	147	186	109	136
Rahim OTHMAN	107	46	143	123	144	126	17	118	87	42	117	166	120	141	249	283	140	126
Harv PUNI	85	37	97	79	97	60	17	73	49	24	66	133	212	113	260	244	264	160
Jason Zhen Ning LI	110	65	97	95	163	105	13	158	116	55	128	124	125	120	154	135	104	102
Sharon WANG	71	51	98	90	130	95	11	159	106	49	135	126	136	129	109	144	80	77
Sergio ARRABIDE	49	26	56	37	53	53	13	62	48	21	74	72	49	46	87	72	48	49



# Election 2018 Results by Polling Location

Candidate Name	McNair School	Woodward Elementary School	Hamilton Elementary School	Dixon Elementary School	Manoah Steves Elementary School	Lord Byng Elementary School	Diefenbaker Elementary School	Homma Elementary School	Wowk Elementary School	Steveston-London Secondary School	Westwind Elementary School	Blundell Elementary School	Maple Lane Elementary School	McMath Secondary School
<b>MAYOR</b>														
Malcolm BRODIE	689	693	726	571	526	758	797	721	940	849	744	600	533	538
Roy SAKATA	157	169	135	252	259	522	230	400	172	198	378	108	140	298
Donald FLINTOFF	128	102	120	115	86	138	116	147	108	70	119	71	87	92
Hong GUO	54	55	49	49	27	28	29	24	67	52	17	39	54	11
Lawrence CHEN	29	20	36	13	16	22	15	11	31	37	16	19	20	13
Cliff WEI	8	11	9	8	5	4	3	7	8	17	9	11	7	10
<b>COUNCILLOR</b>														
Carol DAY	453	474	456	572	506	919	603	813	594	564	775	370	417	539
Harold STEVES	409	394	379	567	561	955	571	772	498	520	772	333	360	578
Chak AU	359	309	368	262	208	205	387	256	674	510	217	375	320	198
Bill McNULTY	384	396	455	324	293	487	421	434	484	438	460	292	301	319
Kelly GREENE	348	354	336	513	468	842	575	722	386	454	648	253	306	522
Uinda McPHAIL	362	370	354	303	269	492	394	424	459	385	479	272	276	303
Michael WOLFE	322	350	338	370	359	564	416	496	342	338	526	222	257	351
Alexa LOO	288	315	357	254	216	451	346	381	381	380	443	238	221	281
Derek DANG	269	301	320	233	191	347	281	281	392	335	358	228	241	214
Andy HOBBS	282	269	314	250	203	526	342	468	356	313	437	209	205	310
Judie SCHNEIDER	247	234	241	356	341	594	353	541	252	278	475	182	207	385
Ken JOHNSTON	290	324	301	203	187	311	261	256	319	293	259	183	203	195
Jonathan HO	240	208	239	160	119	90	220	136	392	304	83	204	204	133
Jack TROVATO	217	231	228	401	355	627	371	530	267	296	467	176	188	366
Sunny HO	191	138	178	123	87	84	153	117	262	219	97	167	162	76
Niti SHARMA	244	290	215	277	244	410	255	351	191	206	450	139	140	236
Henry YAO	160	179	174	225	197	317	237	267	223	184	254	145	166	181
Peter LIU	172	169	176	123	94	100	116	116	215	176	115	148	135	76
Parm BAINS	319	358	237	161	138	188	159	178	185	179	170	119	119	145
John ROSTON	167	177	172	197	159	381	185	369	225	232	279	163	138	206
Melissa ZHANG	170	127	161	113	86	79	108	81	203	156	65	135	124	61
Kerry STARCHUK	134	162	141	218	210	370	218	252	189	206	285	128	159	201
Jason TARNOW	115	133	124	172	130	256	139	233	156	158	318	93	112	178
Adil AWAN	129	132	160	90	86	130	106	105	113	107	103	82	84	90
Manjit SINGH	170	190	152	68	64	78	57	81	88	84	70	87	43	67
Dennis PAGE	81	88	122	78	61	130	60	123	70	71	80	66	67	91
Andy CHIANG	68	67	74	37	47	71	64	55	94	88	49	61	61	51
Theresa HEAD	79	74	86	52	61	75	74	88	50	73	60	94	62	63
Patrick S. SAUNDERS	71	71	68	31	29	65	43	51	37	45	33	37	46	37
Zhe ZHANG	42	38	38	39	21	15	20	22	50	46	10	53	42	24
<b>SCHOOL TRUSTEE</b>														
Ken HAMAGUCHI	354	354	352	484	428	893	562	684	452	498	792	272	317	531
Sandra NIXON	354	392	398	488	420	803	507	649	392	428	636	281	286	467
Donna SARGENT	350	366	341	429	385	677	448	606	464	469	641	277	303	417
Heather LARSON	282	304	338	367	345	652	371	524	304	305	515	199	266	403
Debbie TABLOTNEY	280	292	229	384	331	667	399	558	370	368	674	229	256	410
Richard LEE	268	225	250	199	171	139	257	195	396	321	127	254	216	145
Norm GOLDSTEIN	254	271	273	276	233	396	262	353	302	291	357	187	191	248
Karina REID	246	249	278	297	259	535	316	422	240	241	406	183	180	340
Alice S. WONG	251	216	233	178	156	124	221	142	346	282	101	208	181	127
Eric YUNG	171	181	227	180	141	220	221	249	312	267	252	177	156	163
Andrew SCALLION	172	213	222	272	216	493	295	387	195	219	402	135	149	292
James LI	195	194	181	156	116	91	150	105	311	230	100	188	162	102
Grace TSANG	178	174	205	158	133	179	225	191	263	265	165	132	151	138
Jeff DANIS	196	216	261	224	223	428	246	327	206	197	359	148	155	259
Rod BELLEZA	224	229	255	169	158	222	186	170	234	233	172	135	144	155
Ivan PAK	195	183	169	134	102	85	142	115	295	246	79	197	153	110
Charvne ADL	190	181	173	129	124	113	156	134	261	229	92	169	144	121
Elsa WONG	130	153	214	126	110	131	132	138	208	163	133	128	104	92
Jeffrey SMITH	172	185	226	156	149	263	188	224	181	204	218	136	161	176
Keith LIEDTKE	134	168	155	160	124	262	163	262	171	171	264	106	128	138
Andrea GONG-QUINN	178	146	142	112	81	112	99	109	200	168	84	129	111	98
Rahim OTHMAN	158	199	180	108	87	93	120	99	146	135	72	111	78	109
Harv PUNI	234	289	155	117	108	136	88	125	104	128	139	66	80	89
Jason Zhen Ning Li	102	96	116	85	67	53	72	70	134	116	76	99	91	51
Sharon WANG	89	94	96	51	52	75	93	65	119	93	50	67	79	50
Sergio ARRAMBIDE	63	55	69	38	50	68	49	67	67	61	63	38	47	43



**2018 Richmond Election Poll-by-Poll Ballots Cast**

Div.	City of Richmond Voting Locations	Total Ballots Cast
RC01	Spul'u'kwuks Elementary School	1355
RC02	Quilchena Elementary School	1078
RC03	Gilmore Elementary School	610
RC04	Grauer Elementary School	742
RC05	Blair Elementary School	1339
RC06	McKay Elementary School	887
RC07	Brighthouse Elementary School	836
RC08	Kiwanis Towers	529
RC09	Minoru Place Seniors Centre	1095
RC10	Talmey Elementary School	898
RC11	Tomsett Elementary School	1152
RC12	Anderson Elementary School	858
RC13	Sea Island Elementary School	235
RC14	MacNeill Secondary School	1097
RC15	Kwantlen Polytechnic University	818
RC16	City Centre Community Centre	400
RE01	General Currie Elementary School	1062
RE02	Palmer Secondary School	1379
RE03	Walter Lee Elementary School	1179
RE04	Debeck Elementary School	1024
RE05	Tait Elementary School	1239
RE06	Kate McNeely Elementary School	1400
RE07	Kingswood Elementary School	968
RE08	Whiteside Elementary School	1113
RE09	McNair Secondary School	1082
RE10	Woodward Elementary School	1066
RE11	Hamilton Elementary School	1109
RS01	Dixon Elementary School	1022
RS02	Steves Elementary School	932
RS03	Lord Byng Elementary School	1502
RS04	Diefenbaker Elementary School	1206
RS05	Homma Elementary School	1326
RS06	Wowk Elementary School	1351
RS07	Steveston-London Secondary School	1243
RS08	Westwind Elementary School	1303
RS09	Blundell Elementary School	865
RS10	Maple Lane Elementary School	855
RS 11	McMath Secondary School	977
ADV 01	Richmond City Hall – October 6, 2018	1980
ADV 02	Richmond City Hall – Oct 10, 2018	1414
ADV 03	Richmond City Hall – Oct 11, 2018	875
ADV 04	Kwantlen - Oct 11, 2018	296
ADV 05	Richmond City Hall – Oct 12, 2013	1013
ADV 06	Burnett Secondary School – Oct 13, 2013	549
ADV 07	Cambie Secondary School – Oct 13, 2013	435
ADV 08	McMath Secondary School – Oct 13, 2013	644
ADV 09	McRoberts Secondary School – Oct 13, 2013	591
ADV 10	Richmond City Hall – Oct 13, 2013	1123
MBV	Mail/Mobile	360
<b>TOTALS =</b>		<b>48,412</b>



**DCC Reserve Fund Expenditure (4033, 4099 and 4133 Stolberg Street  
and 9388 Cambie Road) Bylaw No. 9783**

**WHEREAS** the Council has established a development cost charge reserve fund for road construction in the Alexandra Area (the "DCC Reserve Fund"); and

**AND WHEREAS** pursuant to sections 566(2) and 566(3) of the *Local Government Act*, Council intends to expend a portion of the monies set aside in the DCC Reserve Fund to reimburse a developer who has built part of the works that form the basis of the calculations for the development cost charges paid into the DCC Reserve Fund;

**NOW THEREFORE**, The Council of the City of Richmond, enacts as follows:

1. Council authorizes the execution of the DCC Front-End Agreement in substantially similar form to that attached hereto as Schedule "A" by the Chief Administrative Officer and the General Manager, Engineering and Public Works.
2. Council authorizes the expenditure of up to \$1,130,169.91 (the "expenditure") from the DCC Reserve Fund on account of Stolberg Street land acquisition and road works, in accordance with the terms of the DCC Front-End Agreement attached hereto as Schedule "A".
3. Should any of the above expenditure remain unexpended after the expenditure hereby authorized has been made, any unexpended balance shall be returned to the credit of the DCC Reserve Fund.
4. This Bylaw is cited as "DCC Reserve Fund Expenditure (4033, 4099 and 4133 Stolberg Street and 9388 Cambie Road) Bylaw No. 9783".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

OCT 22 2018

OCT 22 2018

OCT 22 2018

CITY OF RICHMOND
APPROVED for content by originating dept.

APPROVED for legality by Solicitor
BRB

\_\_\_\_\_  
MAYOR

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

**Schedule "A" to Bylaw 9783**

DCC Front-Ender Agreement

(see attached)

**DEVELOPMENT COST CHARGE FRONT-END AGREEMENT**

**ALEXANDRA AREA ROADS DCC PROGRAM**

THIS AGREEMENT made as of June\_\_\_\_, 2018 (the "**Commencement Date**").

BETWEEN:

**CITY OF RICHMOND**

6911 No. 3 Road  
Richmond, B.C. V6Y 2C1

(the "**City**")

AND:

**ORIS DEVELOPMENT (CAMBIE) CORP.**

Incorporation No. BC0786708  
12235 No. 1 Road  
Richmond, B.C. V7E 1T6

("Oris")

AND:

**S-232 HOLDINGS LTD.**

Incorporation No. BC0861890  
215-8171 Cook Road  
Richmond, B.C. V6Y 3T8

("S-232")

(Oris and S-232 are together referred to as the "**Developers**")

WHEREAS:

- A. Three (3) legal parcels were consolidated to create Lot A (hereinafter defined) pursuant to a subdivision plan filed September 28, 2009 assigned number BCP42345 (the "**Subdivision Plan**");
- B. The three (3) legal parcels referred to in Recital A of this Agreement are legally described as follows as follows:
  - a) PID:004 869 745 Lot 32 Section 34 Block 5 North Range 6 West NWD Plan 25359;
  - b) PID:003 526 828 Lot 61 Section 34 Block 5 North Range 6 West NWD Plan 50506;  
and
  - c) PID:003 526 220 Lot 62 Section 34 Block 5 North Range 6 West NWD Plan 50506;

- C. Three (3) legal parcels were consolidated to create Lot B (hereinafter defined) pursuant the filing of the Subdivision Plan;
- D. The three (3) legal parcels referred to in Recital C of this agreement are legally described as follows as follows:
  - a) PID:012 030 619 East Half Lot 8 Bl "A" Section 34 Block 5 North Range 6 West NWD Plan 1224;
  - b) PID:001 035 479 The East Half Lot 7 Bl "A" Section 34 Block 5 North Range 6 West NWD Plan 1224; and
  - c) PID:003 483 681 West Half Lot 8 Bl "A" Section 34 Block 5 North Range 6 West NWD Plan 1224;
- E. Pursuant to the filing of the Subdivision Plan, certain lands were dedicated as road, principally from the lots referred to in Recital B of this Agreement;
- F. Due to the filing of the Subdivision Plan, Oris became the registered and beneficial owner of lands legally described as:
 

PID: 028-092-082 Lot A, Section 34, Block 5 North, Range 6 West, New Westminster District, Plan BCP42345

("Lot A");
- G. Due to the filing of the Subdivision Plan, S-8070 Holdings Ltd. Incorporation Number 638403 ("S-8070") became the registered and beneficial owner of lands legally described as:
 

PID: 028-092-112 Lot B, Section 34, Block 5 North, Range 6 West, New Westminster District, Plan BCP42345

("Lot B");
- H. On September 22, 2009, S-232 Holdings Ltd. incorporation number BC0345150 and S-8070 amalgamated to create S-232 Holdings Ltd. under incorporation number BC0861890;
- I. On December 1, 2009, the title to Lot B in the name of S-8070 was cancelled;
- J. On December 1, 2009, the title to Lot B was raised in the name of S-232 Holdings Ltd. ("S-232");
- K. Pursuant to an unregistered Servicing Agreement dated September 25, 2009



(application SA 08-434616) between the City and the Developers (the “**Servicing Agreement**”), the Developers agreed, at the Developers’ expense, to undertake the construction of certain road works more particularly described in the Servicing Agreement (the “**Road Works**”) and to transfer ownership of the Road Works, including the dedication of road areas as highway, following completion thereof to the City at no cost to the City (the “**Road Dedication**”);

- L. The Road Works were completed in the manner set out in the Servicing Agreement to the satisfaction of the City’s General Manager of Engineering and Public Works on September 24, 2014 (the “**Completion Date**”);
- M. The City has accepted the condition of the Road Works and provided written evidence of such acceptance by issuing a Certificate of Completion to the Developers;
- N. The Road Dedication has been completed;
- O. While Oris and S-8070 were together defined as the developer in the Servicing Agreement and although S-232 is the successor in interest to S-8070, Oris solely facilitated the design, engineering and construction of the Road Works and the completion of the Road Dedication, and paid the costs thereof;
- P. Proposed road works for the Alexandra Area (as described in City of Richmond *Development Cost Charges Imposition Bylaw No. 9499*, as amended from time to time (the “**DCC Bylaw**”)) are contained within the City’s Official Community Plan, adopted under Bylaw 7100, for the West Cambie Area;
- Q. Section 1.2.2 and Schedule C of the DCC Bylaw provide for supplementary development cost charges in the Alexandra Area in addition to the development cost charges applicable city-wide in Richmond;
- R. The total lands that benefit from the Road Works and are therefore benefiting lands within the Alexandra Area as described in the DCC Bylaw, excluding parks, schools and lands owned by the City, are all the lands shown within the dotted outline on Schedule A of this Agreement (the “**Benefiting Lands**”);
- S. The City created the Alexandra Area Road DCC Program such that the owners of the Benefiting Lands shall pay development cost charges to the City when they apply for a subdivision or a building permit to a maximum of \$24,439,792.00, being the total Alexandra Area Road DCC Program value including land and construction for all the north south roads as shown on the attached Schedule A within the dotted line including related signal, turning bays and other related installations;
- T. The City created the Alexandra Area Road DCC Reserve Fund into which it shall deposit the funds received pursuant to the Alexandra Area Road DCC Program;

- U. This Agreement concerns the area labelled as “Stolberg Street” on Schedule A attached hereto (such area is also known as “Road Segment C6”) (“**Stolberg Street**”) and is being entered into for the purpose of compensating Oris, as front-ending developer, for the cost of carrying out the Road Dedication and the Road Works in the Alexandra Area pursuant to the Servicing Agreement by paying to Oris as development cost charge credits (the “**DCC Credits**”) the Alexandra Road DCCs (as hereinafter defined in Section 9) amounts collected by the City under the Alexandra Area Road DCC Program, up to a maximum of the Total Eligible DCC Program Amount (as hereinafter defined in Recital V);
- V. The total value of the DCC Credits payable to Oris, being the allocated value of the Road Works and the Road Dedication, under the Alexandra Area Roads DCC program for Stolberg Street is \$1,677,340.38 (being land value of \$1,453,127.91 and construction value of \$224,212.47) (the “**Total Eligible DCC Program Amount**”);
- W. The City, as of the date of this Agreement, has paid \$547,170.47 (the “**Paid DCC Credit Amount**”) in DCC Credits to Oris under the City’s DCC Form 20120005 and DCC Form 6819;
- X. The maximum compensation payable to Oris under this Agreement from the City’s Alexandra Area Roads DCC Reserve Fund is \$1,130,169.91 (the “**Agreement Value**”), being the Total Eligible DCC Program Amount less the Paid DCC Credit Amount; and
- Y. Council of the City adopted Bylaw 9783, authorizing:
  - 1) the parties to enter into this Development Cost Charge Front-ender Agreement pursuant to Sections 565 and 566 of the *Local Government Act*, for the provision of the Road Works; and
  - 2) the payment to Oris of the Agreement Value from the City’s Alexandra Area Roads DCC Reserve Fund, in accordance with this Agreement.

NOW THEREFORE in consideration of the mutual promises contained in this Agreement and for other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged by the parties), the parties agree as follows:

#### Term

- 1. The term of this Agreement begins on the Commencement Date and terminates on the earlier of:
  - (a) September 24, 2029 (being 15 years after the Completion Date (hereinafter defined)); and
  - (b) the date the City has collected and remitted all applicable payments to Oris as described in this Agreement,

(the “Term”).

2. The Developers acknowledge and agree that this Agreement and the obligations of the City under this Agreement terminate on September 24, 2029, even if all applicable Alexandra Road DCCs have not been collected in respect of the Benefiting Lands.
3. Despite Section 1 of this Agreement, Sections 4, 22, 23, 25, 26, 27, 28 and 29 shall survive the expiration or earlier termination of this Agreement

#### **Representations and Warranties**

4. The Developers represent and warrant to the City that:
  - (a) Oris is absolutely entitled to any and all DCC Credits and the Agreement Value payable by the City pursuant to this Agreement;
  - (b) Neither Oris nor S-232 has assigned any of its right, title or interest in the DCC Credits or the Agreement Value;
  - (c) the information set out in Schedule A of this Agreement is true and correct;
  - (d) the Developers have not received, claimed, demanded or collected money or any other consideration from any owner of the Benefiting Lands for the provision of, or in expectation of the provision of, the Road Works, other than as contemplated by this Agreement; and
  - (e) the Developers have not entered into any agreement or legal obligation with any owner of the Benefiting Lands for consideration in any way related to or connected directly or indirectly with the provision of the Road Works.
5. Oris represents and warrants to the City that, as of the date of this Agreement, the actual cost incurred by Oris to construct the Road Works, excluding GST, is \$713,182.00.
6. S-232 represents and warrants to Oris and the City that:
  - (a) S-232 did not provide any land dedicated for Stolberg Road or contribute any money towards the Road Works; and
  - (b) S-232 has no right, title or interest whatsoever in the Agreement Value or the DCC Credits in respect of the Road Dedication or the completed Road Works and hereby waives any entitlement to the Agreement Value and the DCC Credits.

#### **DCC Front-End Works**

7. The following table sets out the items and amounts used to calculate the Agreement

Value payable by the City from the City's account designated for the Alexandra Road DCCs (the "**Alexandra Area Road DCC Reserve Fund**") to Oris for the front-end works it has performed:

Table 1 – Contributions for the Developers

Item	Item Description	Value (\$)
(a)	Total Alexandra Area Road DCC Program value relating to the area shown outlined in broken bold on Schedule A, comprising: <ul style="list-style-type: none"> <li>- land and construction costs for all north-south roads (\$19,285,340.00), and</li> <li>- related signals and turning bays required for the entire area, including arterial road improvements (\$5,154,452.00)</li> </ul>	24,439,792.00
(b)	Stolberg Street (Road Segment C6) land and construction DCC value	1,677,340.38
(c)	Stolberg Street (Road Segment C6) value as a percentage of total Alexandra Area Road DCC Program value = (b)/(a)	6.863%
(d)	Gross Alexandra Area Road DCC's collected to December 31, 2017	9,804,235.57
(e)	Portion of DCC collected payable to Oris on December 31, 2017 = (c)x(d)	672,864.69
(f)	Total DCC Credits/Front-End Agreement Payments already provided to Oris	547,170.47
(g)	The DCC Front-End Agreement Initial Payment Value = (e)-(f).	125,694.22
(h)	The maximum outstanding value of this Front-End Agreement payable to the Oris = (b)-(f)-(g)	1,004,475.69

8. The City is not responsible for financing any of the costs of the Road Works.

**Calculation and Collection of Alexandra Road DCCs**

9. In consideration of the Road Dedication and completion of the Road Works by Oris, the City agrees, without incurring any cost to the City, to impose and collect from the owners of the Benefiting Lands the road development cost charges payable by them when they seek to subdivide or obtain a building permit (the "**Alexandra Road DCCs**") and deposit such amounts into the Alexandra Road DCC Reserve Fund.
10. The events upon which the City is obliged to impose and collect Alexandra Road DCCs with respect to a parcel within the Benefiting Lands are the earlier of:

- (a) the approval of a subdivision; and
- (b) the issuance of a building permit authorizing construction, alteration or extension of a new building or structure,

although, in practice, the City usually collects development cost charges at the time of building permit issuance.

11. The Developers agree that the City is to calculate all Alexandra Road DCCs, and that the City's determination of such amounts is in each case conclusive and binding on the Developers.

**Payment for DCC Front-End Works**

12. The City shall pay to Oris the sum of the Agreement Value, excluding GST, as follows:

- (a) an initial payment of \$125,694.22, such amount being the DCC Front-End Agreement Payment Value specified in item (g) of Table 1 in Section 7 of this Agreement, within thirty (30) business day of full execution of this Agreement; and
- (b) the \$1,004,475.69 balance of the Agreement Value, such amount being the value specified in item (h) of Table 1 in Section 7 of this Agreement, will be paid as and to the extent that Alexandra Road DCCs are collected during the Term from the Benefiting Lands in accordance with Sections 9, 10 and 21 of this Agreement.

13. Subject to there being sufficient reserves in the Alexandra Area Road DCC Reserve Fund, the City will, in accordance with the then applicable City policies and procedures, remit to Oris on or before June 30<sup>th</sup> of each year of the Term the amount described in Section 12(b), or such outstanding portion thereof as may be available in the Alexandra Area Road DCC Reserve Fund at such time, based on the City's audited financial statements for the previous year.
14. If there are any unpaid payments due to there being insufficient reserves in the Alexandra Area Road DCC Reserve Fund, the City will pay such payments upon being in receipt of sufficient reserves in the Alexandra Area Road DCC Reserve Fund.
15. After the Term has expired, the City shall have no further obligation to Oris to make any payment pursuant to this Agreement.
16. Oris acknowledges and agrees that no interest is payable by the City on Alexandra Road DCCs for the period between their receipt by the City and their payment to Oris to the sum of the Agreement Value.
17. The Developers acknowledge and agree that the City is not obliged to make any payments under this Agreement except to the extent that the owner of a parcel within the Benefiting Lands has actually paid Alexandra Road DCCs to the City.



18. The Developers acknowledge and agree that once the City has collected the full Alexandra Area Road DCC Program value (\$24,439,792.00), the City may elect in its sole discretion (subject however to compliance with any City bylaw requirements) to discontinue collecting Alexandra Area Roads DCCs.
19. The Developers acknowledge and agree that it is possible that the City may not ever fully reimburse Oris for all its costs in providing the Road Dedication and in providing the Road Works. Accordingly, the Developers acknowledge and agree that they will not make a claim against the City or City Personnel for any lack of full reimbursement for all the Developers' costs in providing the Road Dedication and the Road Works.
20. Oris shall provide the City from time to time with a current address(es) to which amounts payable under this Agreement may be sent by ordinary mail, if such address is different from the addresses first set-out above. If Oris fails to provide such address to the City and any amount sent to the address set out in this Agreement or the most recently provided address is returned to the City, the City will hold such money for Oris until such time as Oris provides the City with a current address (at which time the City will then pay such funds to Oris) or until expiry of the Term. After expiry of the Term, the City may retain such returned amounts for its own use and is thereafter discharged from any obligation to remit same to Oris.
21. Subject to the right of assignment set out in Section 24, the Developers direct that the amounts payable to the Developers pursuant to this Agreement from the City's Alexandra Area Roads DCC Reserve Fund be paid as follows:
  - a) To Oris: 6.863% of whatever amounts the City collects each year of the Term in connection with the Alexandra Road DCCs (such amounts collected determined in the City's sole discretion) to a total maximum value of \$1,004,475.69; and
  - b) To S-232: 0% of whatever amounts the City collects each year of the Term in connection with the Alexandra Road DCCs (such amounts collected determined in the City's sole discretion), being \$0.00.

#### **Release and Indemnity**

22. The Developers hereby jointly and severally release, waive and agree not to commence legal proceedings against the City, or its elected officials, officers, employees, agents, or contractors ("**City Personnel**"), from and in respect of any duty, obligation or liability of any of them in way connected with any error, omission or act relating to this Agreement, including without limitation, failure to pass any resolution, adopt any bylaw, enter into any agreement, or impose, calculate or collect any Alexandra Road DCCs .
23. The Developers hereby jointly and severally release, waive and agree to indemnify and save the City harmless from and against all costs, expenses, damages, claims, demands,

actions, suits and liability by whomever brought or made and however arising whether directly or indirectly, from any misrepresentation by the Developers or breach of this Agreement by the Developers.

### **Assignment**

24. Neither Developer shall assign or transfer its rights under this Agreement without the City's prior written consent. Notwithstanding the foregoing, either Developer may assign or transfer some or all of its rights under this Agreement to the other Developer upon written notice to the City.
25. In the event of the assignment or transfer of the rights of Oris voluntarily, or by operation of law, the City may pay any benefits accruing under this agreement, after notice, to the assignee where specific assignment is made and consented to, if applicable, or in all other cases, to the successor of Oris as the City, in its sole discretion, deems entitled to such benefits. In the event of conflicting demands being made on the City for benefits accruing under this agreement, the City may at its option commence an action in interpleader joining any party claiming rights under this agreement, or other parties which the City believes to be necessary or proper, and the City shall be discharged from further liability on paying the person or persons whom the court having jurisdiction over such interpleader action shall determine, and in such action the City shall be entitled to recover its reasonable legal fees and costs, which fees and costs shall constitute a lien upon all funds accrued or accruing pursuant to this agreement and the City shall have a right of set-off in respect of such fees and costs.
26. In the event of the assignment or transfer of the rights of S-232 voluntarily, or by operation of law, the City may pay any benefits accruing under this agreement, after notice, to the assignee where specific assignment is made and consented to, or in all other cases, to the successor of S-232 as the City, in its sole discretion, deems entitled to such benefits. In the event of conflicting demands being made on the City for benefits accruing under this agreement, the City may at its option commence an action in interpleader joining any party claiming rights under this agreement, or other parties which the City believes to be necessary or proper, and the City shall be discharged from further liability on paying the person or persons whom the court having jurisdiction over such interpleader action shall determine, and in such action the City shall be entitled to recover its reasonable legal fees and costs, which fees and costs shall constitute a lien upon all funds accrued or accruing pursuant to this agreement and the City shall have a right of set-off in respect of such fees and costs.
27. Oris and S-232 acknowledge and agree that the City is released from any liability under this Agreement by paying amounts payable to Oris and/or S-232 to the assignee(s), transferee(s) or successor(s) considered by the City, in its sole discretion, to be entitled to receive those payments or by paying the amounts payable to Oris and/or S-232 under

this Agreement to the person whom the Supreme Court of British Columbia orders in any interpleader proceedings is entitled to receive those amounts, or as otherwise ordered by the Supreme Court of British Columbia.

### **General Provisions**

28. Oris represents and warrants to the City that:

- (a) it has the full and complete power, authority and capacity to enter into, execute and deliver this Agreement;
- (b) all necessary corporate actions and proceedings have been taken to authorize entry into and performance of this Agreement;
- (c) this Agreement shall be fully and completely binding upon such party in accordance with the terms hereof;
- (d) neither the execution and delivery, nor the performance of or covenants in, this Agreement breaches any other agreement or obligation or causes default of any other agreement or obligation on the part of such party; and
- (e) the foregoing representations and warranties shall have force and effect notwithstanding any knowledge on the part of the City whether actual or constructive concerning the status of such party or any other matter whatsoever.

29. S-232 represents and warrants to the City that:

- (a) it has the full and complete power, authority and capacity to enter into, execute and deliver this Agreement;
- (b) all necessary corporate actions and proceedings have been taken to authorize entry into and performance of this Agreement;
- (c) this Agreement shall be fully and completely binding upon such party in accordance with the terms hereof;
- (d) neither the execution and delivery, nor the performance of or covenants in, this Agreement breaches any other agreement or obligation or causes default of any other agreement or obligation on the part of such party; and
- (e) the foregoing representations and warranties shall have force and effect notwithstanding any knowledge on the part of the City whether actual or constructive concerning the status of such party or any other matter whatsoever.

30. Any notice to be given under this Agreement shall be in writing and may be delivered personally or sent by prepaid registered mail. The addresses of the parties for the purpose of notice shall be the addresses set-out in this Agreement. Any party may at any time give notice in writing to another of any change of address.
31. No partnership, joint venture or agency involving the City or Oris or S-232 is created by or under this Agreement and neither Oris nor S-232 will have the authority to commit and will not purport to commit the City to the payment of any money to any person.
32. The parties each agree that this Agreement creates only contractual rights and obligations among them and each party by this section agrees that no tort or other duty, obligation or liability is created by or under this Agreement (including any duty of care or fiduciary duty).
33. This Agreement is the entire agreement among the parties, apart from the Servicing Agreement between the Developers and the City, and supersedes and terminates all previous agreements, promises, representations and warranties respecting the subject matter of this Agreement. The City has made no representations, warranties, guarantees, promises, covenants or agreements to or with the Developer or S-232 other than those in this Agreement and the Servicing Agreement. For certainty, Oris and S-232 each acknowledge and agree that the City has not made or given any representations or warranties to Oris and/or S-232 respecting the subject matter of this Agreement.
34. No amendment to this Agreement is valid unless in writing and executed by the parties.
35. Wherever the singular or masculine is used in this Agreement, the same shall be construed as meaning the plural or the feminine or the body corporate or politic where the context or the parties so require.
36. If any Section, or lesser portion of this Agreement is held invalid by a court of competent jurisdiction, the invalid portion shall be severed and the invalidity of such Section or portion shall not affect the validity of the remainder.
37. Time is of the essence of this Agreement.
38. This Agreement shall enure to the benefit of and be binding upon the parties, their respective heirs, executors, administrators, successors and permitted assigns.
39. Nothing contained or implied in this Agreement shall fetter in any way the discretion of the City or the Council of the City. Further, nothing contained or implied in this Agreement shall derogate from the obligation of Oris or S-232 under any other agreement with the City or, if the City so elects, prejudice or affect the City's rights, powers, duties or obligation in the exercise of its functions pursuant to the *Community*

*Charter or the Local Government Act, as amended or replaced from time to time, or act to fetter or otherwise affect the City's discretion, and the rights, powers, duties and obligations of the City under all public and private statutes, by-laws, orders and regulations, which may be, if the City so elects, as fully and effectively exercised as if this Agreement had not been executed and delivered by the parties.*

40. The laws of British Columbia are to govern its interpretation and enforcement and each of the City and the Developer accepts the jurisdiction of the courts of British Columbia. If a party to this Agreement consists of more than one person, firm, or corporation, the covenants and obligations of such party under this Agreement shall be joint and several.
41. This Agreement may be signed by the parties hereto in counterparts and by facsimile or pdf email transmission, each such counterpart, facsimile or pdf email transmission copy shall constitute an original document and such counterparts, taken together, shall constitute one and the same instrument.

*- The Remainder of this Page is Intentionally Blank -*



IN WITNESS WHEREOF the parties have set their hands and seals on the day and year first above written.

**CITY OF RICHMOND**

by its authorized signatory:

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George Duncan  
Chief Administrative Officer

---

Robert Gonzalez  
General Manager, Engineering & Public Works

**ORIS DEVELOPMENT (CAMBIE) CORP.**

by its authorized signatory:

---

Print Name:  
Print Title:

**S-232 HOLDINGS LTD.**

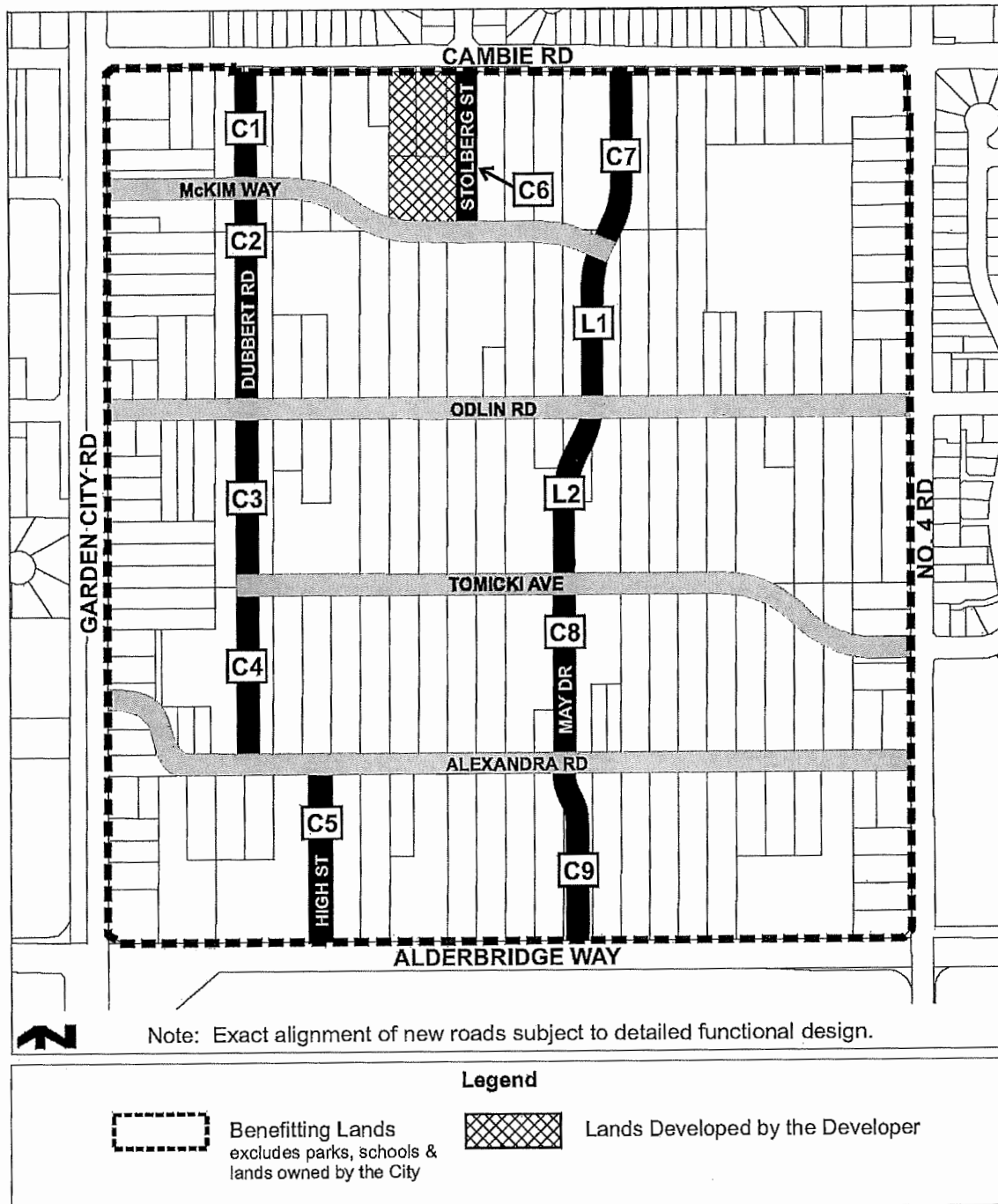
by its authorized signatory:

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Print Name:  
Print Title:

## SCHEDULE "A"

## Schedule A





**DCC Reserve Fund Expenditure (4588 Dubbert Street) Bylaw No. 9847**

**WHEREAS** the Council has established a development cost charge reserve fund for road construction in the Alexandra Area (the “DCC Reserve Fund”); and

**AND WHEREAS** pursuant to sections 566(2) and 566(3) of the *Local Government Act*, Council intends to expend a portion of the monies set aside in the DCC Reserve Fund to reimburse a developer who has built part of the works that form the basis of the calculations for the development cost charges paid into the DCC Reserve Fund;

**NOW THEREFORE**, The Council of the City of Richmond, enacts as follows:

1. Council authorizes the execution of the DCC Front-End Agreement attached hereto as Schedule “A” by the Chief Administrative Officer and the General Manager, Engineering and Public Works.
2. Council authorizes the expenditure of up to \$470,286.34 (the “expenditure”) from the DCC Reserve Fund on account of Dubbert Street land acquisition and road works, in accordance with the terms of the DCC Front-End Agreement attached hereto as Schedule “A”.
3. Should any of the above expenditure remain unexpended after the expenditure hereby authorized has been made, any unexpended balance shall be returned to the credit of the DCC Reserve Fund.
4. This Bylaw is cited as “DCC Reserve Fund Expenditure (4588 Dubbert Street) Bylaw No. 9847”.

FIRST READING

SECOND READING



THIRD READING

ADOPTED

OCT 22 2018

OCT 22 2018

OCT 22 2018

CITY OF RICHMOND
APPROVED for content by originating dept.

APPROVED for legality by Solicitor


\_\_\_\_\_  
MAYOR

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

**Schedule "A" to Bylaw 9847**

DCC Front-End Agreement

(see attached)

**DEVELOPMENT COST CHARGE FRONT-ENDER AGREEMENT**

**ALEXANDRA AREA ROADS DCC PROGRAM**

THIS AGREEMENT made as of \_\_\_\_\_, 2018 (the "Commencement Date").

BETWEEN:

**CITY OF RICHMOND**

6911 No. 3 Road  
Richmond, B.C. V6Y 2C1

(the "**City**")

AND:

**ALEXANDRA ROAD LP**

1212-450 SW Marine Drive  
Vancouver BC  
V5X 0C3

(the "**Developer**")

WHEREAS:

- A. Two (2) legal parcels were consolidated to create Lot A (hereinafter defined) pursuant to a subdivision plan filed March 2, 2015 assigned number EPP45057 (the "**Subdivision Plan**");
- B. The two (2) legal parcels referred to in Recital A of this Agreement are legally described as follows:
  - a) East half of Lot 26 Block B Section 34 Block 5 North Range 6 West NWD Plan 1224; and
  - b) West half of Lot 25 Block B Section 34 Block 5 North Range 6 West NWD Plan 1224;
- C. Pursuant to the filing of the Subdivision Plan, certain lands were dedicated as road;
- D. Due to the filing of the Subdivision Plan, the Developer became the registered and beneficial owner of lands legally described as:

Lot A Block B Section 34 Block 5 North Range 6 West NWD Plan EPP4057

("Lot A")



- E. Lot A was subsequently subdivided by way of strata plan EPS3225;
- F. Pursuant to an unregistered Servicing Agreement dated February 11, 2015 (application SA 14-672672) between the City and the Developer (the **"Servicing Agreement"**), the Developer, has undertaken the construction of certain road works more particularly described in the Servicing Agreement (the **"Road Works"**) and have since transferred ownership of the Road Works, including the dedication of road areas as highway to the City at no cost to the City;
- G. Proposed road works for the Alexandra Area (as described in City of Richmond *Development Cost Charges Imposition Bylaw No. 9499*, as amended from time to time (the **"DCC Bylaw"**)) are contained within the City's Official Community Plan, adopted under Bylaw 7100, for the West Cambie Area;
- H. Section 1.2.2 and Schedule C of the DCC Bylaw provide for supplementary development cost charges in the Alexandra Area in addition to the development cost charges applicable city-wide in Richmond;
- I. The total lands that benefit from the Road Works and are therefore benefiting lands within the Alexandra DCC area, excluding parks, schools and lands owned by the City, are all the lands shown within the dotted outline on Schedule A of this Agreement (the **"Benefiting Lands"**);
- J. The City created the Alexandra Area Road DCC Program such that the owners of the Benefiting Lands shall pay development cost charges to the City when they apply for a subdivision or a building permit to a maximum of \$24,439,792.00 being the total Alexandra Area Road DCC Program value including land and construction for all the north south roads as shown on the attached Schedule A within the dotted line including related signal, turning bays and other related installations;
- K. The City created the Alexandra Area Road DCC Reserve Fund into which it shall deposit the funds received pursuant to the Alexandra Area Road DCC Program;
- L. This Agreement concerns that area labelled "Dubbert Rd" on Schedule A attached hereto between Tomicki Ave and Alexandra Rd (also known as "Road Segment C4").
- M. The allocated value of land acquisition and the Road Works under the Alexandra Area Roads DCC program for Road Segment C4 is \$1,364,236.84 (being land value of \$1,181,877.36 and construction value of \$182,359.48);
- N. The City, as of the date of this Agreement, has provided \$138,888.29 development cost charge credits to the Developer;

- O. The Developer contributed 50% of the land value for Road Segment C4 by way of Subdivision Plan EPP45057;
- P. The Developer constructed permanent works associated with 10% of the ultimate road configuration, amounting to 10% of the road construction value for Road Segment C4;
- Q. The maximum compensation payable to the Developer under this Agreement is \$470,286.34 (the "**Agreement Value**"), being \$609,174.63 less the \$138,888.29 development cost charge credits already provided to the Developer; and
- R. Council of the City adopted Bylaw 9847 on \_\_\_\_\_, 2018, authorizing:
  - 1) the parties to enter into this Development Cost Charge Front-ender Agreement pursuant to sections 565 and 566 of the *Local Government Act*, for the provision of the Road Works; and
  - 2) the payment to the Developer of the amounts described in this Agreement from the City's Alexandra Area Roads DCC Reserve Fund, in accordance with this Agreement.

NOW THEREFORE in consideration of the mutual promises contained in this Agreement and for other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged by the parties), the parties agree as follows:

### **Term**

1. The term of this Agreement begins on the Commencement Date and terminates on the earlier of:
  - (a) March 11, 2031 (being 15 years after the Completion Date (hereinafter defined)); and
  - (b) the date the City has collected and remitted all applicable payments to the Developer as described in this Agreement,
 (the "**Term**").
2. The Developer acknowledges and agrees that this Agreement and the obligations of the City under this Agreement terminate on March 11, 2031, even if all applicable Development Cost Charges have not been collected in respect of the Benefiting Lands.
3. Despite section 1 of this Agreement, sections 4, 22, 23, 25, 26, and 27 shall survive the expiration or earlier termination of this Agreement

### **Representations and Warranties**

4. The Developer represents and warrants to the City that:

- (a) the Road Works have been completed in the manner set-out in the Servicing Agreement;
- (b) the Road Works were completed on March 11, 2016 and the City accepted the condition of the Road Works in writing by issuing a Certificate of Completion (the "**Completion Date**");
- (c) the Developer is absolutely entitled to any and all Alexandra Road DCCs (defined in section 9 below) payable pursuant to this Agreement;
- (d) the Developer has not assigned any of its right, title or interest in the Alexandra Road DCCs (hereinafter defined), with respect to the construction of the Road Works;
- (e) the information set out in Schedule A of this Agreement is true and correct;
- (f) as of the date of this Agreement, the actual cost incurred by the Developer to construct the interim and ultimate Road Works, excluding GST, is \$445,000.00;
- (g) the allocated value of land acquisition under the Alexandra Area Roads DCC program for Road Segment C4 is \$1,181,877.36;
- (h) the maximum compensation payable to the Developer under this Agreement from the City's Alexandra Area Roads DCC Reserve Fund is the Developer's Agreement Values (defined above), being \$609,174.63 less \$138,888.29 being development cost charge credits already provided to the Developer;
- (i) the Developer has not received, claimed, demanded or collected money or any other consideration from any owner of the Benefiting Lands for the provision of, or in expectation of the provision of, the Road Works, other than as contemplated by this Agreement; and
- (j) the Developer has not entered into any agreement or legal obligation with any owner of the Benefiting Lands for consideration in any way related to or connected directly or indirectly with the provision of the Road Works.

### **DCC Front-End Works**

5. The Developer is solely responsible for the design, engineering and construction of the Road Works and for retaining consultants and entering into any contracts required to

construct the Road Works, subject to the direction of the City.

6. The following tables set out items and amounts paid for with the collected Alexandra Road DCCs (hereinafter defined) and the payments to the Developer:

Table 1 – Contributions for the Developer

Item	Item Description	Value (\$)
(a)	Total Alexandra Area Road DCC Program value relating to the area outlined in Schedule A, comprising: - land and construction costs for all north-south roads (\$19,285,340) - related signals and turning bays required for the entire area, including arterial road improvements (\$5,154,452)	24,439,792.00
(b)	Road Segment C4 land acquisition and construction DCC value	1,364,236.84
(c)	Developer contribution to land acquisition and construction of Road Segment C4	609,174.63
(d)	% of Developer contribution for Road Segment C4, out of total DCC program = (c)/(a)	2.493%
(e)	Gross Alexandra Area Road DCC's collected, as of December 31, 2017	9,804,235.57
(f)	Portion of DCC collected payable to Developer as of December 31, 2017 = (d)*(e)	244,419.59
(g)	Total DCC credits/front-ender agreement payments already provided to Developer	138,888.29
(h)	The DCC Front-ENDER Agreement initial payment value = (f)-(g)	<b>105,531.30</b>
(i)	Maximum outstanding value of this Front-ENDER Agreement payable to the Developer = (c)-(g)-(h)	<b>364,755.04</b>

7. The Developer has facilitated the design, engineering and construction of the Road Works through the provision of funds as set out in this Agreement.
8. The City is not responsible for financing any of the costs of the Road Works.

### **Calculation and Collection of Alexandra Road DCCs**

9. In consideration of the land dedication and the completion of the Road Works by the Developer to the satisfaction of the City's General Manager of Engineering and Public Works, without incurring any cost to the City, the City agrees to impose and collect from the owners of the Benefiting Lands the road Development Cost Charges payable by them when they seek to subdivide or obtain a building permit (the "**Alexandra Road DCCs**").
10. The events upon which the City is obliged to impose and collect Alexandra Road DCCs with respect to a parcel within the Benefiting Lands are the earlier of:
  - (a) the approval of a subdivision; and
  - (b) the issuance of a building permit authorizing construction, alteration or extension of a new building or structure,

although, in practice, the City usually collects Development Cost Charges at the time of building permit issuance.
11. The Developer agree that the City is to calculate all Alexandra Road DCCs, and that the City's determination of such amounts is in each case conclusive and binding on the Developer.

### **Payment for DCC Front-End Works**

12. The City shall pay to the Developer the sum of the Developer's Agreement Value, excluding GST, as follows:
  - (a) \$105,531.30 initial payment in accordance with item (h) in the Table 1 in Section 6 of this Agreement; and
  - (b) subsequent payments will be calculated based on a review of items (b) through (i) inclusive of the Table 1 in section 6 of this Agreement and to the extent of the Alexandra Road DCCs collected during the Term from the Benefiting Lands in accordance with sections 9 and 10 of this Agreement.
13. Subject to there being sufficient reserves in the Alexandra Area Road DCC Reserve Fund, the City will, in accordance with the then applicable City policies and procedures, remit to the Developer on or before June 30<sup>th</sup> of each year of the Term the amounts described in Section 12(b), or such outstanding portion thereof as may be available in the Alexandra Area Road DCC Reserve Fund at such time, based on the City's audited financial statements of the previous fiscal year.

14. If there are any unpaid payments due to there being insufficient reserves in the City's account designated for this purpose, the City will pay such payments upon being in receipt of sufficient reserves in the City's account designated for this purpose.
15. After the Term has expired, the City shall have no further obligation to the Developer to make any payment pursuant to this Agreement.
16. The Developer acknowledges and agrees that no interest is payable by the City on Alexandra Road DCCs for the period between its receipt by the City and the City's payment to the Developer of the sum of the Developer's Agreement Value.
17. The Developer acknowledges and agrees that the City is not obliged to make any payments under this Agreement except to the extent that the owner of a parcel within the Benefiting Lands has actually paid Alexandra Road DCCs to the City.
18. The Developer acknowledges and agrees that once the City has fully paid out the total Alexandra Area Road DCC Program value (\$24,439,792.00), the City may elect in its sole discretion (subject however to compliance with any City bylaw requirements) to discontinue collecting Alexandra Area Roads DCCs.
19. The Developer acknowledges and agrees that it is possible that the City may not ever fully reimburse the Developer for all its costs in providing the land dedicated for Road and in providing the Road Works. Accordingly, the Developer acknowledges and agrees that it will not make a claim against the City or City Personnel for any lack of full reimbursement for all the Developer's costs in providing the land dedicated for Road and the Road Works.
20. The Developer acknowledges and agrees that the City does not owe the Developer any monies for the cost of the Road Works or for the land dedicated for Road.
21. The Developer shall provide the City from time to time with a current address to which amounts payable under this Agreement may be sent by ordinary mail, if such address is different from the address first set-out above. If the Developer fails to provide such address to the City and amounts sent to the address set out in this Agreement or the most recently provided address are returned to the City, the City may retain such amounts for its own use and is thereafter discharged from any obligation to remit the remaining Alexandra Road DCCs.

#### **Release and Indemnity**

22. The Developer hereby releases, waives and agrees not to commence legal proceedings against the City, or its elected officials, officers, employees, agents, or contractors ("**City Personnel**"), from and in respect of any duty, obligation or liability of any of them in way



connected with any error, omission or act relating to this Agreement, including without limitation, failure to pass any resolution, adopt any bylaw, enter into any agreement, or impose, calculate or collect any Alexandra Road DCCs .

23. The Developer hereby releases, waives and agrees to indemnify and save the City harmless from and against all costs, expenses, damages, claims, demands, actions, suits and liability by whomever brought or made and however arising whether directly or indirectly, from any misrepresentation by the Developer or breach of this Agreement by the Developer.

### **Assignment**

24. The Developer shall not assign or transfer its rights under this Agreement without the City's prior written consent.
25. In the event of the assignment or transfer of the rights of the Developer voluntarily, or by operation of law, the City may pay any benefits accruing under this agreement, after notice, to the assignee where specific assignment is made and consented to, if applicable, or in all other cases, to the successor of the Developer as the City, in its sole discretion, deems entitled to such benefits. In the event of conflicting demands being made on the City for benefits accruing under this agreement, the City may at its option commence an action in interpleader joining any party claiming rights under this agreement, or other parties which the City believes to be necessary or proper, and the City shall be discharged from further liability on paying the person or persons whom the court having jurisdiction over such interpleader action shall determine, and in such action the City shall be entitled to recover its reasonable legal fees and costs, which fees and costs shall constitute a lien upon all funds accrued or accruing pursuant to this agreement and the City shall have a right of set-off in respect of such fees and costs.
26. The Developer acknowledges and agrees that the City is released from any liability under this Agreement by paying amounts payable to the Developer to the assignee(s), transferee(s) or successor(s) considered by the City, in its sole discretion, to be entitled to receive those payments or by paying the amounts payable to the Developer under this Agreement to the person whom the Supreme Court of British Columbia orders in any interpleader proceedings is entitled to receive those amounts, or as otherwise ordered by the Supreme Court of British Columbia.

### **General Provisions**

27. The Developer represents and warrants to the City that:
  - (a) it has the full and complete power, authority and capacity to enter into, execute and deliver this Agreement;

- (b) all necessary corporate actions and proceedings have been taken to authorize entry into and performance of this Agreement;
  - (c) this Agreement shall be fully and completely binding upon such party in accordance with the terms hereof;
  - (d) neither the execution and delivery, nor the performance of or covenants in, this Agreement breaches any other agreement or obligation or causes default of any other agreement or obligation on the part of such party; and
  - (e) the foregoing representations and warranties shall have force and effect notwithstanding any knowledge on the part of the City whether actual or constructive concerning the status of such party or any other matter whatsoever.
28. Any notice to be given under this Agreement shall be in writing and may be delivered personally or sent by prepaid registered mail. The addresses of the parties for the purpose of notice shall be the addresses set-out in this Agreement. Any party may at any time give notice in writing to another of any change of address.
  29. No partnership, joint venture or agency involving the City or the Developer is created by or under this Agreement and the Developer will not have the authority to commit and will not purport to commit the City to the payment of any money to any person.
  30. The parties each agree that this Agreement creates only contractual rights and obligations among them and each party by this section agrees that no tort or other duty, obligation or liability is created by or under this Agreement (including any duty of care or fiduciary duty).
  31. This Agreement is the entire agreement among the parties, apart from the Servicing Agreement between the Developer and the City, and supersedes and terminates all previous agreements, promises, representations and warranties respecting the subject matter of this Agreement. The City has made no representations, warranties, guarantees, promises, covenants or agreements to or with the Developer other than those in this Agreement and the Servicing Agreement. For certainty, the Developer each acknowledge and agree that the City has not made or given any representations or warranties to the Developer respecting the subject matter of this Agreement.
  32. No amendment to this Agreement is valid unless in writing and executed by the parties.
  33. Wherever the singular or masculine is used in this Agreement, the same shall be construed as meaning the plural or the feminine or the body corporate or politic where the context or the parties so require.

34. If any section, or lesser portion of this Agreement is held invalid by a court of competent jurisdiction, the invalid portion shall be severed and the invalidity of such section or portion shall not affect the validity of the remainder.
35. Time is of the essence of this Agreement.
36. This Agreement shall enure to the benefit of and be binding upon the parties, their respective heirs, executors, administrators, successors and permitted assigns.
37. Nothing contained or implied in this Agreement shall fetter in any way the discretion of the City or the Council of the City. Further, nothing contained or implied in this Agreement shall derogate from the obligation of the Developer under any other agreement with the City or, if the City so elects, prejudice or affect the City's rights, powers, duties or obligation in the exercise of its functions pursuant to the *Community Charter* or the *Local Government Act*, as amended or replaced from time to time, or act to fetter or otherwise affect the City's discretion, and the rights, powers, duties and obligations of the City under all public and private statutes, by-laws, orders and regulations, which may be, if the City so elects, as fully and effectively exercised as if this Agreement had not been executed and delivered by the parties.
38. The laws of British Columbia are to govern its interpretation and enforcement and each of the City and the Developer accepts the jurisdiction of the courts of British Columbia. If a party to this Agreement consists of more than one person, firm, or corporation, the covenants and obligations of such party under this Agreement shall be joint and several.
39. This Agreement may be signed by the parties hereto in counterparts and by facsimile or pdf email transmission, each such counterpart, facsimile or pdf email transmission copy shall constitute an original document and such counterparts, taken together, shall constitute one and the same instrument.

IN WITNESS WHEREOF the parties have set their hands and seals on the day and year first above written.

**CITY OF RICHMOND**

by its authorized signatory:

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George Duncan  
Chief Administrative Officer

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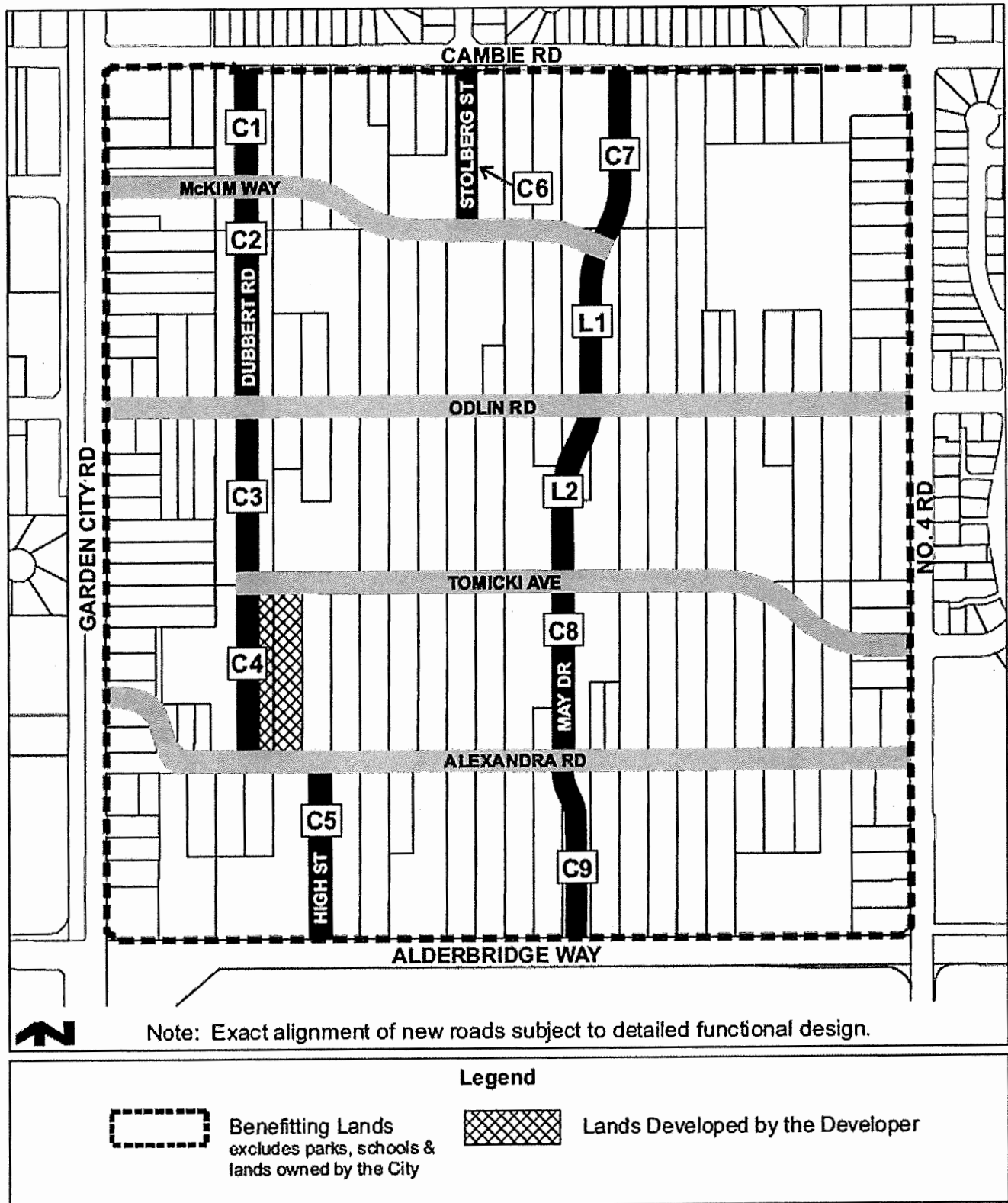
Robert Gonzalez  
General Manager, Engineering & Public Works

**ALEXANDRA ROAD LP,**  
by its General Partner,  
**ALEXANDRA ROAD GP INC.**  
by its authorized signatory:

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Print Name:  
Print Title:

## Schedule A





**Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9897**

The Council of the City of Richmond enacts as follows:

1. The Consolidated Fees Bylaw No. 8636, as amended, is further amended by deleting, in their entirety, the schedules attached to Bylaw No. 8636, as amended, and substituting the schedules attached to and forming part of this Bylaw.
2. This Bylaw comes into force and effect on January 1, 2019.
3. This Bylaw is cited as **"Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9897"**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

OCT 09 2018

OCT 09 2018

OCT 09 2018

CITY OF RICHMOND
APPROVED for content by originating dept.

APPROVED for legality by Solicitor


\_\_\_\_\_  
MAYOR

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



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

## Section 2.2

<b>Description</b>	<b>Fee</b>
Cat breeding permit for three years	\$42.50

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

## Section 8

<b>Description</b>	<b>Fee</b>
<b>1st time in any calendar year</b>	
Neutered male or spayed female dog	\$49.00
Non-neutered male or unspayed female dog	\$147.00
Dangerous Dog*	\$602.00
<b>2nd time in any calendar year</b>	
Neutered male or spayed female dog	\$96.50
Non-neutered male or unspayed female dog	\$304.00
Dangerous Dog*	\$1,199.00
<b>3rd time and subsequent times in any calendar year</b>	
Neutered male or spayed female dog	\$304.00
Non-neutered male or unspayed female dog	\$602.00
Dangerous Dog*	\$1,199.00
Bird	\$7.25
Domestic farm animal	\$72.50
<i>Impoundment fee also subject to transportation costs</i>	
Other animal	\$36.75
<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**

<b>Description</b>	<b>Fee</b>
Dog	\$15.50
Cat	\$15.50
Bird	\$4.25
Domestic farm animal	\$36.75
Other animal	\$12.50

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

**SCHEDULE – ARCHIVES AND RECORDS**

**Archives and Records**  
**Image Reproduction Fees**

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<u>Copying Records</u>		
<i>Note: careful consideration will be given to requests for copying of fragile archival records. The City will not copy records if there is the possibility that an original record could be damaged during the copying process.</i>		
Photocopying and printing (First 4 pages free)	\$0.35	per b+w page
	\$0.50	per colour page
Scanned electronic copy of a paper record	\$0.25	per b+w or colour page
Microfilm printing	\$0.50	per page
Digitization of audio recording	\$10.25	per audio file
<u>Photograph Reproductions</u>		
Scanned image (each)	\$19.25	

**Archives  
Tax Searches Fees**

<b>Description</b>	<b>Fee</b>
<u>Tax Searches and Printing of Tax Records</u>	
Searches ranging from 1 to 5 years	\$31.25
Each year greater than 5 years	\$7.25

**Archives and Records  
Preliminary Site Investigation**

<b>Description</b>	<b>Fee</b>
Active Records Check Survey (per civic address searched)	\$243.00

**Archives  
Mail Orders**

<b>Description</b>	<b>Fee</b>
Mail orders	\$7.25

**Archives  
Research Service Fee**

<b>Description</b>	<b>Fee</b>	<b>Unit</b>
Commercial Research Service Fee	\$48.25	per hour

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

**SCHEDULE – BILLING AND RECEIVABLES**

**Billing and Receivables  
Receivables Fees**

<b>Description</b>	<b>Fee</b>
Administrative charges for receivable projects undertaken for arm's length third parties	(20% of actual cost)
Non-Sufficient Fund (NSF) charges	\$36.25

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

Section 3.1.2(c), 3.2.3

<b>Description</b>	<b>Fee</b>
Application for order under section 901 of <i>Local Government Act</i> [Variance or exemption to relieve hardship]	\$693.00
Application for order under section 901.1 of <i>Local Government Act</i> [Exemption to relieve hardship from early termination of land use contract]	\$693.00
Application for order under section 902 of <i>Local Government Act</i> [Extent of damage preventing reconstruction as non-conforming use]	\$693.00
Fee for notice of new hearing due to adjournment by applicant	\$162.00

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

Section 11

<b>Description</b>	<b>Fee</b>
Additions & Accessory Buildings Single or Two Family Dwellings over 10 m <sup>2</sup> in size; In-ground Swimming Pools & Demolitions	\$183.00
Move-Offs; Single or Two Family Dwelling Construction	\$183.00
Combined Demolition & Single or Two Family Dwelling Construction	\$183.00
Commercial; Industrial; Multi-Family; Institutional; Government Construction	\$243.00
Combined Demolition & Commercial; Industrial; Multi-family; Institutional or Government Construction	\$243.00
Each additional inspection as required	\$91.00

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

<b>Description</b>	<b>Fee</b>
For a new one family dwelling	\$663.00
For other than a new one family dwelling (a)	\$76.00
<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>	
For a sewage holding tank	\$155.00

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

<b>Description</b>	<b>Fee</b>
Nil to \$1,000.00 (minimum fee)	\$76.00
Exceeding \$1,000.00 up to \$100,000.00	\$76.00
<i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i> *Plus	\$12.00
Exceeding \$100,000.00 to \$300,000.00	\$1,264.00
<i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i> **Plus	\$11.25
Exceeding \$300,000.00	\$3,514.00
<i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i> ***Plus	\$9.25

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

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

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

Description		Fee
Nil to \$1,000.00 (minimum fee)		\$76.00
Exceeding \$1,000.00 up to \$100,000.00		\$76.00
<i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i>	<i>*Plus</i>	\$12.25
Exceeding \$100,000.00 up to \$300,000.00		\$1,288.75
<i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i>	<i>**Plus</i>	\$11.50
Exceeding \$300,000.00		\$3,588.75
<i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i>	<i>***Plus</i>	\$9.50

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

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

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

Description	Construction Value	Units
(i) new construction of first storey	\$1,269.00	per m <sup>2</sup>
(ii) new construction of second storey	\$1,170.00	per m <sup>2</sup>
(iii) garage	\$650.00	per m <sup>2</sup>
(iv) decks or porches	\$536.00	per m <sup>2</sup>
(v) interior finishing on existing buildings	\$600.00	per m <sup>2</sup>
(vi) additions	\$1,269.00	per m <sup>2</sup>



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

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

<b>Description</b>	<b>Fee</b>
<b>Building Design Modification Fee</b>	
Plan Review (per hour or portion thereof)	\$136.00
Building Permit Fee for Temporary Building for Occupancy	\$602.00
<b>Re-inspection Fees</b>	
(a) for the third inspection	\$91.00
(b) for the fourth inspection	\$125.00
(c) for the fifth inspection	\$243.00
<i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	
<b>Special Inspection Fees:</b>	
(a) during the City's normal business hours	\$136.00
(b) outside the City's normal business hours	\$530.00
<i>*for each hour or part thereof after the first four hours</i>	<i>*Plus \$136.00</i>
Building Permit Transfer or Assignment Fee (a)	\$76.00
<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>	
Building Permit Extension Fee (a)	\$76.00
<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>	
<b>Building Move Inspection Fee:</b>	
(a) within the City boundaries	\$136.00
(b) outside the City boundaries when travel is by City vehicle	\$136.00
<i>** per km travelled</i>	<i>**Plus \$3.25</i>

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

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

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

<b>Description</b>	<b>Fee</b>
Provisional Occupancy Inspection Fee (per building permit inspection visit)	\$304.00
Provisional Occupancy Notice Extension Fee	\$482.00
Building Demolition Inspection Fee for each building over 50 m <sup>2</sup> in floor area	\$475.00
Sewage Holding Tank Permit Fee	\$304.00
<u>Use of Equivalents Fees:</u>	
(a) each report containing a maximum of two separate equivalents	\$661.00
(b) for each equivalent greater than two contained in the same report	\$272.00
(c) for an amendment to an original report after the acceptance or rejection of the report	\$136.00
(d) for Air Space Parcels (treating buildings as one building)	\$2,356.00

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

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

<b>Description</b>	<b>Fee</b>	<b>Units</b>
Domestic Installation – <b>one family dwelling</b> (a)	\$76.00	per appliance
- <i>whichever is greater (a) or (b)</i> (b)	\$28.50	
Domestic/Commercial/Industrial Installations – <b>two family dwellings</b> , multiple unit residential buildings, including townhouse units)		
(a) appliance input up to 29 kW	\$76.00	
(b) appliance input exceeding 29 kW	\$125.00	
<u>Special Inspection Fees:</u>		
(a) during the City's normal business hours	\$136.00	
(b) outside the City's normal business hours	\$530.00	
<i>*for each hour or part thereof after the first four hours</i> *Plus	\$136.00	

**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	\$91.00
(b) for the fourth inspection	\$125.00
(c) for the fifth inspection	\$243.00
<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)	\$76.00
<u>Piping alteration – for existing appliances</u>	
First 30 metres of piping	\$76.00
Each additional 30 metres or part thereof	\$28.50
Gas permit transfer or assignment fee (a)	\$76.00
<i>or (b) a fee of 10% to the nearest dollar of the original gas permit fee</i>	
<i>- whichever is greater of (a) or (b)</i>	
Gas permit extension fee (a)	\$76.00
<i>or (b) a fee of 10% to the nearest dollar of the original gas permit fee</i>	
<i>- whichever is greater of (a) or (b)</i>	

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

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

Description	Fee	Units
<u>Plumbing</u>		
(a) installation of each plumbing fixture	\$28.50	
(b) minimum plumbing fee	\$76.00	
(c) connection of City water supply to any hydraulic equipment	\$76.00	
<u>Sprinkler &amp; Standpipes</u>		
(a) installation of any sprinkler system	\$76.00	
<i>*per additional head</i>	<i>*Plus</i> \$3.75	
(b) installation of each hydrant, standpipe, hose station,	(c) \$76.00	
hose valve, or hose cabinet used for fire fighting	(d) \$28.50	
<i>-whichever is greater of (c) or (d)</i>		per item

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

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

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<u>Water Service</u>		
(a) for the first 30 metres of water supply service pipe to a building or structure	\$76.00	
(b) for each additional 30 metres of water supply service pipe to a building and structure	\$28.50	
<u>Sanitary &amp; Storm Sewers: Building Drains &amp; Water Distribution</u>		
(a) for the first 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$76.00	
(b) for each additional 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$28.50	
(c) for the first 30 metres of a rough-in installation for a water distribution system in a multiple unit non-residential building for future occupancy, or part thereof	\$76.00	
(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	\$28.50	
(e) for the installation of any neutralizing tank, catch basin, sump, or manhole (f)	\$76.00	
(g)	\$28.50	
- whichever is greater of (f) or (g)		per item
<u>Special Inspections</u>		
(a) during the City's normal business hours	\$136.00	
(b) outside the City's normal business hours or each hour	\$530.00	
*for part thereof exceeding the first four hours	*Plus \$136.00	
<u>Design Modification Fees</u>		
Plan review	\$136.00	per hour
<i>Applicable to Plumbing, Sprinkler &amp; Standpipes, Water Service, and Sanitary &amp; Storm Sewers; Building Drains &amp; Water Distributions</i>		

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

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

Description	Fee
<u>Plumbing Re-Inspection Fee</u> (a) for the third inspection (b) for the fourth inspection (c) for the fifth inspection  <i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	\$91.00 \$125.00 \$243.00
Plumbing Permit Transfer or Assignment Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original plumbing permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$76.00
Plumbing Permit Extension Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original plumbing permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$76.00
Provisional Plumbing Compliance Inspection Fee (per permit visit) Provisional Plumbing Compliance Notice Extension Fee Potable Water Backflow Preventer Test Report Decal	\$155.00 \$243.00 \$24.75

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

<b>Group 1 – Business Licence Fee assessed by total floor area</b> <i>Except Food Caterers which are assessed a fee in accordance with Group 3</i>		
<b>Square Metres (m<sup>2</sup>)</b>	<b>(Square Feet) (ft<sup>2</sup>)</b>	<b>Fee</b>
0.0 to 93.0	(0 to 1000)	\$176.00
93.1 to 232.5	(1001 to 2500)	\$267.00
232.6 to 465.0	(2501 to 5000)	\$460.00
465.1 to 930.0	(5001 to 10000)	\$731.00
930.1 to 1860.1	(10001 to 20000)	\$1,295.00
1860.2 to 2790.1	(20001 to 30000)	\$1,853.00
2790.2 to 3720.2	(30001 to 40000)	\$2,417.00
3720.3 to 4650.2	(40001 to 50000)	\$2,972.00
4650.3 to 5580.3	(50001 to 60000)	\$3,536.00
5580.4 and over	(60001 and over)	\$4,007.00
Food Primary Liquor Licence Fee		\$366.00
Mobile Vendors (Food) Fee (per vehicle)		\$85.25

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

<b>Group 2 – Business Licence Fee assessed by Number of Seats</b>	
<b>Seats</b>	<b>Fee</b>
0 to 30	\$553.00
31 to 60	\$1,099.00
61 to 90	\$1,648.00
91 to 120	\$2,198.00
121 to 150	\$2,740.00
151 to 180	\$3,288.00
181 to 210	\$3,833.00
211 and over	\$4,007.00



**Business Licence Bylaw No. 7360**  
**Assembly Use Group 3**

<b>Group 3 – Business Licence Fee assessed by Number of Employees (including owners)*</b>	
<b>Employees</b>	<b>Fee</b>
0 to 5	\$143.00
6 to 10	\$238.00
11 to 15	\$341.00
16 to 25	\$506.00
26 to 50	\$731.00
51 to 100	\$1,056.00
101 to 200	\$1,489.00
201 to 500	\$2,148.00
501 to 1000	\$3,243.00
1001 and over	\$4,007.00

*\*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**

<b>Residential Use – Business Licence Fee assessed by Number of Rental Units</b>	
<b>Units</b>	<b>Fee</b>
0 to 5	\$170.00
6 to 10	\$262.00
11 to 25	\$444.00
26 to 50	\$721.00
51 to 100	\$1,268.00
101 to 200	\$1,814.00
201 to 300	\$2,361.00
301 to 400	\$2,904.00
401 to 500	\$3,445.00
501 and over	\$4,007.00

**Business Licence Bylaw No. 7360**  
**Bed & Breakfast Use**

<b>Description</b>	<b>Fee</b>
Bed & Breakfast Business License	\$170.00

**Business Licence Bylaw No. 7360**  
**Service Use**

<b>Service Use – Business Licence Fee assessed by Number of Employees (including owners)*</b>	
<b>Employees</b>	<b>Fee</b>
0 to 5	\$143.00
6 to 10	\$244.00
11 to 15	\$356.00
16 to 25	\$523.00
26 to 50	\$748.00
51 to 100	\$1,085.00
101 to 200	\$1,521.00
201 to 500	\$2,203.00
501 to 1000	\$3,315.00
1001 and over	\$4,007.00

*\*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**

<b>Mercantile Use – Business Licence Fee assessed by total floor area</b>		
<b>Square Metres (m<sup>2</sup>)</b>	<b>(Square Feet) (ft<sup>2</sup>)</b>	<b>Fee</b>
0.0 to 93.0	(0 to 1000)	\$143.00
93.1 to 232.5	(1001 to 2500)	\$225.00
232.6 to 465.0	(2501 to 5000)	\$412.00
465.1 to 930.0	(5001 to 10000)	\$691.00
930.1 to 1860.1	(10001 to 20000)	\$1,250.00
1860.2 to 2790.1	(20001 to 30000)	\$1,815.00
2790.2 to 3720.2	(30001 to 40000)	\$2,369.00
3720.3 to 4650.2	(40001 to 50000)	\$2,926.00
4650.3 to 5580.3	(50001 to 60000)	\$3,488.00
5580.4 and over	(60001 and over)	\$4,007.00

**Business Licence Bylaw No. 7360**  
**Industrial/Manufacturing Use**

<b>Industrial/Manufacturing Use – Business Licence Fee assessed by Number of Employees (including owners)*</b>	
<b>Employees</b>	<b>Fee</b>
0 to 5	\$170.00
6 to 10	\$280.00
11 to 15	\$390.00
16 to 25	\$553.00
26 to 50	\$776.00
51 to 100	\$1,099.00
101 to 200	\$1,538.00
201 to 500	\$2,191.00
501 to 1000	\$3,282.00
1001 and over	\$4,007.00

*\*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**

<b>Description</b>	<b>Fee</b>
<u>Vehicle for Hire Business Fee</u>	
Each Vehicle for Hire applicant must pay (1) and (2)*:	
(1) Vehicle for Hire office fee	\$143.00
(2) Per vehicle licence fee*	
<i>based on the number of vehicles</i>	
CLASS "A" Taxicab	\$132.00
CLASS "B" Limousine	\$85.25
CLASS "C" Sightseeing Taxicab	\$132.00
CLASS "D" Airport Taxicab	\$132.00
CLASS "E" Private Bus	\$132.00
CLASS "I" Charter Minibus	\$132.00
CLASS "J" Rental Vehicle	
Group 1	\$17.00
Group 2	\$85.25
CLASS "K" Driver Training Vehicle	\$63.75
CLASS "M" Tow-Truck	\$132.00
CLASS "N" Taxicab for Persons with Disabilities	\$132.00
CLASS "P" Pedicab	\$132.00

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

<b>Description</b>	<b>Fee</b>
<i>*Notwithstanding the per-vehicle licence fees stipulated in Section 2, the maximum licence fee for any Vehicle for Hire business</i>	\$4,007.00
Transferring a Vehicle for Hire Licence within any calendar year	\$49.25
Replacing a Vehicle for Hire Licence plate or decal	\$15.00

**Business Licence Bylaw No. 7360**  
**Vending Machine Uses**

<b>Description</b>	<b>Fee</b>
<u>Vending Machine Business Licence Fee</u>	
Group 1 (per machine)	\$32.00
Group 2 (per machine)	\$44.50
Group 3 (per machine)	\$10.00
Banking Machine licence fee (per machine)	\$137.00
Amusement Machine licence fee (per machine)	\$32.00

**Business Licence Bylaw No. 7360**  
**Adult Orientated Uses**

<b>Description</b>	<b>Fee</b>
Adult entertainment establishment licence	\$4,007.00
Casino	\$6,339.00
<u>Body-Painting Studio</u>	
Studio licence	\$4,007.00
Each body-painting employee	\$143.00
<u>Body-Rub Studio</u>	
Studio licence	\$4,007.00
Each body-rub employee	\$143.00
<u>Escort Service</u>	
Escort service licence	\$4,007.00
Each escort employee	\$143.00

**Business Licence Bylaw No. 7360**  
**Farmer's Market**

<b>Description</b>	<b>Fee</b>
Farmer's market licence	\$143.00

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

<b>Description</b>	<b>Fee</b>
Requests for comfort letters (includes GST) per address/business	\$63.50
Transferring a licence from one person to another, or for issuing a new licence because of a change in information on the face of such licence, except a change between licence categories or subcategories	\$49.25
Changing the category or subcategory of a licence (a) or (b) the difference between the existing licence fee and the fee for the proposed category or subcategory - whichever is greater of (a) or (b)	\$49.25
Licence reprint	\$12.25

**Business Licence Bylaw No. 7360**  
**Off-Leash Permits**

<b>Description</b>	<b>Fee</b>
Annual permit	\$122.00

**SCHEDULE – COMMUNITY BYLAWS DOCUMENTATION FEES**

## Community Bylaws Documentation Fees

<b>Description</b>	<b>Fee</b>
Requests for Comfort Letters (+ GST) per civic address & per unit	\$60.00

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

## Section 4.1

<b>Description</b>	<b>Fee</b>
Application Fee	\$268.00 per waste disposal and recycling services plan submission
Waste Disposal and Recycling Service Fee	\$2.50 per square feet of structure to be demolished



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

<b>Section</b>	<b>Application Type</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.2.1 (a)	Zoning Bylaw Text Amendment	\$1,857.00	Not Applicable
Section 1.2.1 (b)	Zoning Bylaw Designation Amendment for Single Detached (RS) No lot size policy applicable Requiring a new or amended lot size policy *plus all associated public notification costs	\$2,360.00 \$2,949.00	Not Applicable Not Applicable
Section 1.2.1	Zoning Bylaw Designation Amendment for 'site specific zones'	\$3,537.00	For residential portion of development: - \$45.00 per dwelling unit for first 20 dwelling units and \$23.00 per dwelling unit for each subsequent dwelling unit
			For non-residential building area: - \$29.00 per 100 m <sup>2</sup> of building area for the first 1,000 m <sup>2</sup> and \$18.00 per 100 m <sup>2</sup> thereafter
			For residential portion of development: - \$23.00 per dwelling unit for first 20 dwelling units and \$12.00 per dwelling unit for each subsequent dwelling unit
Section 1.2.1	Zoning Bylaw Designation Amendment for all other zoning districts	\$2,360.00	For non-residential building area: - \$18.00 per 100 m <sup>2</sup> of building area for the first 1,000 m <sup>2</sup> and \$7.00 per 100 m <sup>2</sup> thereafter
Section 1.2.3	Additional Public Hearing for Zoning Bylaws Text or Designation Amendments	\$890.00	\$890.00 for each subsequent Public Hearing required
Section 1.2.5	Expedited Timetable for Zoning Designation Amendment (Fast Track Rezoning)	\$1,184.00	Not Applicable

**Official Community Plan Amendments No. 8951**

<b>Section</b>	<b>Description</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.3.1	Official Community Plan Amendment without an associated Zoning Bylaw Amendment	\$3,537.00	Not Applicable
Section 1.3.2	Additional Public Hearing for Official Community Plan Amendment <i>for second public hearing</i>	\$890.00	\$890.00 for each subsequent Public Hearing required

**Development Permits No. 8951**

<b>Section</b>	<b>Description</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
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	\$1,772.00	\$589.00 for the first 464.5 m <sup>2</sup> of gross floor area plus: - \$122.00 for each additional 92.9 m <sup>2</sup> or portion of 92.9 m <sup>2</sup> of gross floor area up to 9,290 m <sup>2</sup> , plus  - \$24.00 for each additional 92.9 m <sup>2</sup> or portion of 92.9 m <sup>2</sup> of gross floor area over 9,290 m <sup>2</sup>
Section 1.4.2	Development Permit for Coach House or Granny Flat	\$1,133.00	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)	\$1,772.00	Not Applicable
Section 1.4.4	General Compliance Ruling for an issued Development Permit	\$596.00	Not Applicable
Section 1.4.5	Expedited Timetable for a Development Permit (Fast Track Development Permit)	\$1,184.00	Not Applicable

**Development Variance Permits No. 8951**

<b>Section</b>	<b>Description</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.5.1	Development Variance Permit	\$1,772.00	Not Applicable

**Temporary Use Permits No. 8951**

<b>Section</b>	<b>Description</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.6.1	Temporary Use Permit	\$2,360.00	Not Applicable
	Temporary Use Permit Renewal	\$1,184.00	Not Applicable

**Land Use Contract Amendments No. 8951**

<b>Section</b>	<b>Description</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.7.1	Land Use Contract Amendment	\$1,133.00	Not Applicable

**Liquor-Related Permits No. 8951**

<b>Section</b>	<b>Description</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.8.2 (a)	Licence to serve liquor under the Liquor Control and Licensing Act and Regulations; or change to existing license to serve liquor	\$596.00	Not Applicable
Section 1.8.5 (b)	Temporary changes to existing liquor licence	\$315.00	Not Applicable

**Subdivision and Consolidation of Property No. 8951**

<b>Section</b>	<b>Description</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.9.1	Subdivision of property that does not include an air space subdivision or the consolidation of property	\$890.00	\$122.00 for the second and each additional parcel
Section 1.9.2	Extension or amendment to a preliminary approval of subdivision letter	\$303.00	\$303.00 for each additional extension or amendment
Section 1.9.3	Road closure or road exchange	\$890.00	(In addition to the application fee for the subdivision)
Section 1.9.4	Air Space Subdivision	\$6,928.00	\$171.00 for each air space parcel created
Section 1.9.5	Consolidation of property without a subdivision application	\$122.00	Not Applicable

**Strata Title Conversion of Existing Building No. 8951**

<b>Section</b>	<b>Description</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.10.1 (a)	Strata Title Conversion of existing two-family dwelling	\$2,360.00	Not Applicable
Section 1.10.1 (b)	Strata Title Conversion of existing multi-family dwelling, commercial buildings and industrial buildings	\$3,537.00	Not Applicable

**Phased Strata Title Subdivisions No. 8951**

<b>Section</b>	<b>Description</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.11.1	Phased Strata Title	\$596.00 for first phase	\$596.00 for each additional phase

**Servicing Agreements and Latecomer Fees No. 8951**

<b>Section</b>	<b>Description</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.12.1	Servicing Agreement	Processing fee of \$1,184.00	Subject to Section 1.12.2 of Development Application Fees Bylaw No.8951, an inspection fee of 4% of the approved off-site works and services
Section 1.12.3	Latecomer Agreement	\$5,655.00	Not Applicable

**Civic Address Changes No. 8951**

<b>Section</b>	<b>Description</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.13.1	Civic Address change associated with the subdivision or consolidation of property	\$303.00	Not Applicable
	Civic Address change associated with a new building constructed on a corner lot	\$303.00	Not Applicable
	Civic Address change due to personal preference	\$1,184.00	Not Applicable

**Telecommunication Antenna Consultation and Siting Protocol No. 8951**

<b>Section</b>	<b>Description</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.14.1	Telecommunication Antenna Consultation and Siting	\$2,360.00	Not Applicable

**Heritage Applications No. 8951**

<b>Section</b>	<b>Description</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.15.1 (a)	<u>Heritage Alteration Permit</u> No Development Permit or Rezoning application With Development Permit or Rezoning application	\$259.00 (20% of the total applicable development permit or rezoning fee, whichever is greater)	Not Applicable Not Applicable
Section 1.15.1 (b)	<u>Heritage Revitalization Agreement</u> No Development Permit or Rezoning application With Development Permit or Rezoning application	\$259.00 (20% of the total applicable development permit or rezoning fee, whichever is greater)	Not Applicable Not Applicable

**Administrative Fees No. 8951****Section 1.16**

<b>Section</b>	<b>Description</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.16.1	Change in property ownership or authorized agent	\$303.00	Not Applicable
Section 1.16.2	Change in mailing address of owner, applicant or authorized agent	\$57.00	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	\$303.00	Not Applicable
Section 1.16.4	Approving Officer legal plan signing or re-signing fee	\$63.25 per legal plan	Not Applicable
Section 1.16.5	Site Profile submission	\$63.25 per site profile	Not Applicable
Section 1.16.6	Amendment To or Discharge of Legal Agreement that does not require City Council approval	\$303.00 per legal agreement	Not Applicable
Section 1.16.7	Amendment To or Discharge of Legal Agreement that requires City Council approval	\$1,184.00 per legal agreement	Not Applicable
Section 1.16.8	Additional Landscape inspection because of failure to comply with City requirements	\$128.00 for second inspection	\$128.00 for each additional inspection required
Section 1.16.9	Preparation of Information Letter (Comfort Letter) for general land use	\$74.00 per property	Not Applicable
Section 1.16.10	Preparation of Information Letter (Comfort Letter) for building issues	\$74.00 per property	Not Applicable



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

Sections 2.1, 2.3

<b>Description</b>	<b>Fee</b>
<u>Dog – Not neutered or spayed</u>	
Normal Fee	\$83.25
Prior to March 1 <sup>st</sup> of the year for which the application is made	\$59.75
<u>Dog – Neutered or spayed</u>	
Normal Fee	\$36.25
Prior to March 1 <sup>st</sup> of the year for which the application is made	\$24.25
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	\$12.25
<u>Dangerous Dog – Not neutered or spayed</u>	
Normal Fee	\$297.00
Prior to March 1 <sup>st</sup> of the year for which the application is made	\$239.00
<u>Dangerous Dog – Neutered or spayed</u>	
Normal Fee	\$239.00
Prior to March 1 <sup>st</sup> of the year for which the application is made	\$180.00
For seniors who are 65 years of age or older that have paid prior to March 1st of the year for which the application is made	\$89.75
Replacement tag*	\$7.00
<i>*Fee for a replacement tag for each dog tag lost or stolen; or for each dog licence to replace a valid dog licence from another jurisdiction</i>	

**SCHEDULE – DONATION BIN REGULATION****Donation Bin Regulation Bylaw No. 9502****Section 2.1.3**

<b>Description</b>	<b>Fee</b>
Annual Permit Fee	\$109.00 per donation bin
Damage Deposit Fee	\$1,044.00 per donation bin location to a maximum of \$3,000 per permittee

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

<b>Description</b>	<b>Fee</b>
Clean-up Fee	Actual Cost

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

<b>Description</b>	<b>Fee</b>
Bin Removal Fee	\$109.00 per donation bin
Bin Retrieval Fee	\$215.00 per donation bin
Storage Fee	\$16.50 per day per donation bin
Disposal Fee	\$85.50 per donation bin disposal

**SCHEDULE – EMPLOYMENT AND PAYROLL RECORDS**

<b>Description</b>	<b>Fee</b>
Fee per request	\$109.00
Photocopying fees additional	\$1.00 per page \$1.25 per page (double sided)

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

**SCHEDULE – FILMING APPLICATION AND FEES****Filming Application and Fees Bylaw No. 8708****Administration Fees**

Section 2.1.1 and 2.1.2

<b>Description</b>	<b>Fee</b>
Application for Filming Agreement	\$205.00
Film Production Business Licence	\$136.00
Street Use Fee (100 feet/day)	\$57.00

**Filming Application and Fees Bylaw No. 8708****City Parks & Heritage Sites**

Section 2.1.1 and 2.1.2

<b>Description</b>	<b>Fee</b>	<b>Units</b>
Major Park		
<i>Per day</i>	\$851.00	
<i>Per ½ day</i>	\$569.00	
Neighbourhood Park		
<i>Per day</i>	\$569.00	
<i>Per ½ day</i>	\$341.00	
<u>Britannia Shipyard</u>		
Filming	\$2,263.00	per day
Preparation & Wrap	\$1,133.00	per day
Per Holding Day	\$569.00	per day
City Employee		
<i>Per regular working hour</i>	\$40.50	
<i>Per hour after 8 hours</i>	\$60.00	
<u>Minoru Chapel</u>		
Filming		
<i>October through June</i>	\$2,828.00	per day
<i>July through September</i>	\$3,395.00	per day
Preparation & Wrap	\$1,133.00	per day
Per Holding Day	\$569.00	per day
City Employee		
<i>Per regular working hour</i>	\$40.50	
<i>Per hour after 8 hours</i>	\$60.00	

**Filming Application and Fees Bylaw No. 8708****City Parks & Heritage Sites (cont.)**

Section 2.1.1 and 2.1.2

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<u>Nature Park</u>		
Filming	\$1,133.00	per day
Preparation & Wrap	\$569.00	per day
City Employee		
<i>Per regular working hour</i>	\$23.00	
<i>Per hour after 8 hours</i>	\$34.50	
<u>Gateway Theatre</u>		
Filming	\$2,828.00	per day
Preparation & Wrap	\$1,133.00	per day
City Employee		
<i>Per regular working hour</i>	\$38.25	
<i>Per hour after 8 hours</i>	\$57.00	
<u>City Hall</u>		
Filming on regular business days	\$2,263.00	per day
Filming on weekends or statutory holidays	\$1,133.00	per day
Preparation & Wrap	\$1,133.00	per day
City Employee		
<i>Per regular working hour</i>	\$23.00	
<i>Per hour after 8 hours</i>	\$34.50	

**Filming Application and Fees Bylaw No. 8708****Other Fees**

Section 2.1.1 and 2.1.2

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<u>RCMP (4-hour minimum)</u>		
Per person	\$118.00	per hour
<u>Fire Rescue (4-hour minimum)</u>		
Fire Engine	\$147.00	per hour
Fire Captain	\$101.00	per hour
Firefighter (minimum 3 firefighters)	\$83.00	per hour, per person

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

<b>Description</b>	<b>Section</b>	<b>Fee</b>	<b>Units</b>
Permit	4.3	\$24.75	
Permit Inspection, first hour	4.3	\$96.50	
Permit Inspection, subsequent hours or part thereof	4.3	\$60.75	
Attendance – open air burning without permit <i>first hour</i>	4.5.1	\$504.00	per vehicle
Attendance – open air burning without permit <i>subsequent half-hour or part thereof</i>	4.5.1	\$255.00	per vehicle
Attendance – open air burning in contravention of permit conditions <i>first hour or part thereof</i>	4.5.3	\$504.00	per vehicle
Attendance – open air burning in contravention of permit conditions <i>subsequent half-hour or part thereof</i>	4.5.3	\$255.00	per vehicle
Attendance – false alarm – by Fire-Rescue - standby fee – contact person not arriving within 30 minutes after alarm <i>per hour or portion of hour Fire Dept standing by</i>	6.1.4 (b)	\$504.00	per vehicle
Vacant premises – securing premises	9.7.4	Actual cost	
Vacant premises – Richmond Fire-Rescue response	9.7.5 (a)	\$504.00	per vehicle
Vacant premises – additional personnel, consumables and damage to equipment	9.7.5 (b)	Actual cost	
Vacant premises – demolition, clean-up, etc.	9.7.5 (c)	Actual cost	
Damaged building – securing premises	9.8.1	Actual cost	
Display permit application fee, fireworks	9.14.6	\$125.00	
Work done to effect compliance with order in default of owner	14.1.6	Actual cost	
Fire Extinguisher Training	15.1.1 (h)	\$28.00	per person for profit groups
Fire Records (Research, Copying or Letter)	15.1.1 (i)	\$72.75	per address

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

<b>Description</b>	<b>Section</b>	<b>Fee</b>
Review – Fire Safety Plan any building	15.1.1 (b)	
Any building < 600 m <sup>2</sup> area		\$125.00
Any building > 600 m <sup>2</sup> area		\$183.00
High building, institutional		\$243.00
Revisions (per occurrence)		\$60.75
Inspection	15.2.1 (a)	
4 stories or less and less than 914 m <sup>2</sup> per floor		\$243.00
4 stories or less and between 914 and 1,524 m <sup>2</sup> per floor		\$364.00
5 stories or more and between 914 and 1,524 m <sup>2</sup> per floor		\$602.00
5 stories or more and over 1,524 m <sup>2</sup> per floor		\$840.00
Inspection or follow-up to an order <i>first hour</i>	15.2.1 (b)	\$96.50
Re-inspection or follow-up to an order <i>subsequent hours or part of hour</i>	15.2.1 (b)	\$60.75
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	15.5.5	\$364.00
False alarm reduction program in place and participation	15.5.5	No charge
Attendance – false alarm – by bylaw, police or health officers where the intentional or unintentional activation of a security alarm system causes the unnecessary response of an inspector	15.5.10	\$122.00
Caused by security alarm system	15.6.1	\$243.00
Monitoring agency not notified	15.7.1	\$243.00
Alternate solution report or application review	General	\$183.00



**SCHEDULE – GARDEN CITY LANDS SOILS DEPOSIT FEES****Garden City Lands Soils Deposits Fees Bylaw No. 9900**

Sections 2.1

<b>Dump Truck Type</b>	<b>Approximate Volume per Load</b>	<b>Fee</b>
Tandem	7m <sup>3</sup>	\$150
Tri-Tandem	9m <sup>3</sup>	\$175
Truck + Transfer	12m <sup>3</sup>	\$200

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

<b>Section</b>	<b>Application Type</b>	<b>Fee</b>
Section 2.1.3	Each compartment within a multiple publication news rack (MPN) for paid or free newspaper	\$172.00, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution box for paid newspapers	\$85.25, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution box for free newspapers	\$116.00, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution agent for paid or free newspaper	\$285.00, plus applicable taxes, per year
Section 2.4.3	Storage fee for each newspaper distribution box	\$116.00, plus applicable taxes, per year

**SCHEDULE – PARKING (OFF-STREET) REGULATION****PARKING (OFF-STREET) REGULATION Bylaw No. 7403**

Section 5.1.3, 6.1.2

<b>Description</b>	<b>Fee</b>
<i>Pay Parking Fees:</i> All Off-Street City Property Locations, other than those set out below.  6131 Bowling Green Road 65000 Gilbert Road  7840 Granville Avenue	All rates include applicable taxes. \$2.75 per hour – 7:00 am to 9:00 pm  \$2.75 per hour – 7:00 am to 9:00 pm \$2.75 per hour – 7:00 am to 9:00 pm Gateway Theater Productions - \$5.50 for maximum stay \$2.25 per hour – 7:00 am to 4:00 pm
<i>Parking Permit / Decal Fees:</i> All Off-Street City Property Locations, other than those set out below.  Gateway Theater Staff Parking (6500 Gilbert Road) Richmond Lawn Bowling Club Members Parking (6131 Bowling Green Road) Richmond Seniors' Centre Members Parking (Minoru Park) Richmond Tennis Club Members Parking (Minoru Park)	\$41.00 per calendar month plus applicable taxes, subject to discounts of:  10% for groups of 11 to 25 permit decals 15% for groups of 26 to 50 permit decals 25% for groups of 51 or more permit decals  \$5.25 per calendar year, plus applicable taxes  \$5.25 per calendar year, plus applicable taxes  \$8.25 per calendar year, plus applicable taxes  \$5.25 per calendar year, plus applicable taxes

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

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<u>Sand Turf (With Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$40.00	per hour
<i>Mini field</i>	\$20.25	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$32.25	per hour
<i>Mini field</i>	\$17.00	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$11.25	per hour
<i>Mini field</i>	\$6.25	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$24.00	per hour
<i>Mini field</i>	\$12.25	per hour
<u>Sand Turf (No Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$29.00	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$23.00	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$8.50	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$18.00	per hour
<u>Soil Turf (No Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$10.00	per hour
<i>Mini field</i>	\$5.50	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$8.25	per hour
<i>Mini field</i>	\$4.75	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$3.75	per hour
<i>Mini field</i>	\$2.50	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$6.25	per hour
<i>Mini field</i>	\$3.75	per hour

\*As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.

**Playing Field User Fees (cont.)**  
**Artificial Turf Fees**

<b>Description</b>	<b>Fee</b>	<b>Units</b>
Richmond Youth Groups*		
<i>Full size</i>	\$24.25	per hour
<i>Mini field</i>	\$12.25	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$40.75	per hour
<i>Mini field</i>	\$20.75	per hour
Commercial/Non-residents (all ages)		
<i>Full size</i>	\$59.50	per hour
<i>Mini field</i>	\$30.25	per hour

*\*As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.*

**Playing Field User Fees**  
**Ball Diamonds**

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<u>Sand Turf (With Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$25.75	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$20.50	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$7.50	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$16.00	per hour
<u>Sand Turf (No Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$23.00	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$19.00	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$7.00	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$14.75	per hour

**Playing Field User Fees**  
**Ball Diamonds (cont.)**

<u>Soil Turf (No Lights)</u>		
Commercial (all ages) <i>Full size</i>	\$7.25	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$6.00	per hour
Richmond Youth Groups* <i>Full size</i>	\$3.00	per hour
Richmond Adult Groups* <i>Full size</i>	\$5.00	per hour
<u>Artificial Turf (With Lights)</u>		
Commercial (all ages) <i>Full size</i>	\$63.50	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$63.50	per hour
Richmond Youth Groups* <i>Full size</i>	\$25.75	per hour
Richmond Adult Groups* <i>Full size</i>	\$43.25	per hour

*\*As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.*

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

<b>Description</b>	<b>Fee</b>	<b>Units</b>
Training Fee – all ages Track and Field Club	\$825.00	per year
Richmond Youth Meets*	\$155.00	per meet
Richmond Adult Meets*	\$241.00	per meet
Private Group Track Meets or Special Events	\$601.00	per day
Private Group Track Meets or Special Events	\$51.00	per hour

*\*As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.*

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

<b>Description</b>	<b>Fee</b>
Requested in person at City Hall	\$43.00
Requested through APIC	\$37.25

**SCHEDULE – PROPERTY TAX BILLING INFORMATION**

<b>Description</b>	<b>Fee</b>
Tax Apportionment – per child folio	\$35.00
Mortgage Company Tax Information Request – per folio	\$10.75
Additional Tax and/or Utility Bill reprints – per folio/account	\$6.25



**SCHEDULE – PUBLICATION FEES****Publication Fees**

<b>Description</b>	<b>Fee</b>
<u>Computer Sections Maps, 24" x 24"</u>	
Individual	\$6.75
CD	\$88.50
Custom Mapping (per hour)	\$71.25
Design Specifications (contents only)	\$113.00
Drafting Standards	\$113.00
<u>Drawing Prints (As-Builts)</u>	
A-1 Size, 24" x 36"	\$6.75
B Size, 18" x 24"	\$5.00
<u>GIS Data Requests</u>	
Service fee	\$125.00
First layer*	\$176.00
Each additional layer*	\$60.75
CD or DVD of GIS layers of Municipal works of City of Richmond	\$7,168.00
Single-Family Lot Size Policy, March 1990	\$24.75
Supplemental Specifications and Detail Drawings (contents only)	\$113.00
<u>Street Maps</u>	
Large, 36" x 57"	\$9.50
Small, 22" x 34"	\$6.75
<u>Utility Section Maps, 15" x 24"</u>	
Individual	\$5.00
CD	\$88.50

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

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

<b>Description</b>	<b>Fee</b>
Criminal Record Checks	\$66.00
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)	\$66.00
Fingerprints	\$66.00
Record of Suspension / Local Records Checks	\$66.00
Name Change Applications	\$66.00
Collision Analyst Report	\$616.00
Field Drawing Reproduction	\$44.50
Scale Drawing	\$128.00
Mechanical Inspection Report	\$264.00
Police Report and Passport Letter	\$66.00
Insurance Claim Letter	\$66.00
Court Ordered File Disclosure	\$66.00
* per page	*Plus \$2.50
**Shipping cost	**Plus \$9.00
Photos 4" x 6" (per photo)	\$4.00
***Shipping cost	***Plus \$9.00
Photos (each laser)	\$3.00
Photos – Burn CD	\$21.00
Video Reproduction	\$50.75
Audio Tape Reproduction	\$48.25

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

<b>Description</b>	<b>Fee</b>
<u>Driveway Crossing Application</u>	
Administration/Inspection Fee	\$91.00

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

Sections 1.12, 1.14

<b>Description</b>	<b>Fee</b>
Base application fee (non-refundable)	\$82.00 (creditable towards appropriate permit fee)
Fee for home-based sign	\$82.00
Fee based on sign area (awning, banner, canopy, changeable copy, fascia, mansard roof, marquee, projected-image, projecting, under awning/canopy, window signs >25%)	$<15.0\text{m}^2$ : \$103.00 $15.01\text{-}45.0\text{m}^2$ : \$205.00 $>45.01\text{m}^2$ : \$358.00
Fee for new freestanding signs	$< 3.0\text{m}^2$ : \$205.00 $3.01\text{-}9.0\text{m}^2$ : \$409.00 $9.01\text{-}15.0\text{m}^2$ : \$614.00
Fee for temporary construction freestanding/fencing signs	Single/two family: \$103.00 \$51.25 for each additional 6 months.  3+ family construction: \$205.00 \$103.00 for each additional 6 months
Freestanding sign relocation fee (on same site)	\$205.00 (same as base f/s fee)
Permit processing fee for a sign without a permit	2x actual permit fee

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

Sections 4.2, 4.6

<b>Description</b>	<b>Fee</b>
<u>Permit application fee</u>	
To remove a hazard tree	No Fee
One (1) tree per parcel during a 12 month period	No Fee
Two (2) or more trees	\$60.75
Renewal, extension or modification of a permit	\$60.75

**SCHEDULE – UNDERPINNING WORKS AND CONSTRUCTION FENCE ENCROACHMENT**

**Underpinning Works and Construction Fence Encroachment Bylaw No. 9833**  
Sections 2.1 and 2.2

<b>Description</b>	<b>Fee</b>
<b>Underpinning Works</b>	
Application Fee	\$511.00 per Underpinning Works Permit application
Encroachment Fee	\$53.50 per square meter of excavation face that will be supported by the Underpinning Works
Inspection Fee	\$243.00
Additional Inspection Fees	\$91.00 per additional inspection if additional inspection(s) are required as a result of initial inspection showing deficiencies
Security Deposit	\$5,110.00 plus such additional amounts set forth in section 2.2 of Bylaw No. 9833
<b>Construction Fence</b>	<b>Fee</b>
Application Fee	\$103.00 per Construction Fence Permit application
Encroachment Fee	\$10.25 per year per square meter of encroachment
Inspection Fee	\$243.00
Additional Inspection Fees	\$91.00 per additional inspection if additional inspection(s) are required as a result of initial inspection showing deficiencies
Security Deposit	\$5,110.00

**SCHEDULE – VEHICLE FOR HIRE REGULATION**

**Vehicle For Hire Regulation Bylaw No. 6900**  
**Permit & Inspection Fees**  
Sections 3.7, 6.3

<b>Description</b>	<b>Fee</b>	<b>Units</b>
Transporting of trunks	\$7.25	per trunk
Towing permit	\$60.75	
Inspection fee for each inspection after the second inspection	\$31.25	

**SCHEDULE – VISITING DELEGATION, STUDY TOUR AND CITY HALL TOUR****Visiting Delegation, Study Tour and City Hall Tour Bylaw No. 9068****Section 2.1**

<b>Description</b>		<b>Fee</b>
City Hall Tour		\$268.00 plus room rental fee
Visiting Delegation or Study Tour	Up to 2 hours	\$268.00 plus room rental fee
	2 to 4 hours	\$534.00 plus room rental fee
	More than 4 hours	\$1,066.00 plus room rental fee

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

<b>Description</b>	<b>Fee</b>
Permit application fee for new lawns or landscaping (s.3.1.1(a))	\$36.75
Permit application fee for nematode applications for European Chafer Beetle control, where property does not have water meter service (s.3.1.1(b))	\$36.75
Permit application fee for nematode applications for European Chafer Beetle control, where property has water meter service (s.3.1.1(b))	NIL

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

<b>Description</b>	<b>Fee</b>
<u>Culvert</u>	
Application Fee	\$358.00
City Design Option	\$1,180.00
Inspection Fee	\$24.25
<i>*Per linear metre of culvert</i>	
<u>Bridge</u>	
Application Fee	\$122.00
Inspection Fee	\$239.00

*Note: There is no City Design Option for bridges.*

**Watercourse Protection and Crossing Bylaw No. 8441  
Riparian Management Area Building Permit – Application Review Fees  
Section 8.2**

<b>Description</b>	<b>Fee</b>
<u>Application Review Fees</u>	
(a) Single or two family dwelling construction	\$750.00
(b) Single or two family dwelling demolition	\$350.00
(c) Addition to and/or accessory building over 10 m <sup>2</sup> (for single or two family dwellings) construction	\$350.00
(d) Addition to and/or accessory building over 10 m <sup>2</sup> (for single or two family dwellings) demolition	\$350.00
(e) Retaining wall over 1.2 m in height, for single or two family dwelling	\$350.00
(f) Site services for single or two family dwelling	\$350.00
(g) Combination of three (3) or more of the following: single or two family dwelling construction and/or demolition, addition to and/or accessory building over 10m <sup>2</sup> for single or two family dwellings construction and/or demolition, retaining wall over 1.2 m in height, for single or two family dwelling, and/or site services for single or two family dwelling.	\$1,500.00

*Note: Other than as set out above there are no Building Permit application review fees for activities in or adjacent to riparian management areas*



**Watercourse Protection and Crossing Bylaw No. 8441**  
**Development in Riparian Management Area Inspection Fees**  
Section 8.5

<b>Description</b>	<b>Fee</b>
<u>Initial Inspection Fee</u>	\$75.00
<u>Re-inspection Fees</u>	
(a) first additional inspection	\$75.00
(b) second additional inspection	\$150.00
(c) third additional inspection	\$300.00
<i>Note: the fee for each additional inspection after the third additional inspection, required as a result of prior inspection showing deficiencies, will be at double the cost of each immediately previous inspection</i>	



**Consolidated 5 Year Financial Plan (2018-2022) Bylaw 9800  
Amendment Bylaw 9904**

The Council of the City of Richmond enacts as follows:

1. Schedule "A", Schedule "B", and Schedule "C" of the Consolidated 5 Year Financial Plan (2018-2022) Bylaw 9800, are deleted and replaced with Schedule "A", Schedule "B", and Schedule "C" attached to and forming part of this amendment bylaw.
2. This Bylaw is cited as **"Consolidated 5 Year Financial Plan (2018-2022) Bylaw 9800 Amendment Bylaw 9904"**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

OCT 09 2018

OCT 09 2018

OCT 09 2018

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

\_\_\_\_\_  
MAYOR

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

**SCHEDULE A:**

CITY OF RICHMOND CONSOLIDATED 5 YEAR AMENDED FINANCIAL PLAN (2018-2022) REVENUE AND EXPENSES (In \$000's)					
	2018 Amended Budget*	2019 Plan	2020 Plan	2021 Plan	2022 Plan
<b>Revenue:</b>					
Property Taxes	\$216,703	\$226,240	\$236,227	\$246,653	\$257,499
User Fees	100,786	104,224	107,693	111,350	115,168
Sales of Services	39,246	39,572	40,092	40,599	41,116
Gaming Revenue	16,500	16,500	16,500	16,500	16,500
Investment Income	14,694	15,103	15,420	16,326	17,574
Payments In Lieu Of Taxes	14,245	14,729	15,171	15,641	16,126
Other Revenue	11,031	11,208	11,506	11,814	12,132
Licenses And Permits	10,749	10,626	10,832	11,053	11,279
Grant Revenue	7,817	7,799	7,901	8,035	8,171
Developer Contributed Assets	47,410	33,360	33,360	33,360	33,360
Development Cost Charges	31,638	19,775	14,987	15,595	12,430
Other Capital Funding Sources	11,275	11,825	11,125	11,125	11,125
	<b>522,094</b>	<b>510,961</b>	<b>\$520,814</b>	<b>\$538,051</b>	<b>\$552,480</b>
<b>Expenses:</b>					
Community Safety	\$102,136	\$102,569	\$105,425	\$108,980	\$112,580
Engineering and Public Works	72,540	66,972	68,232	69,722	71,268
Community Services	66,273	63,298	65,966	68,627	70,641
Finance and Corporate Services	28,362	24,761	25,511	26,534	27,607
Fiscal	22,196	19,222	18,988	18,552	18,088
Debt Interest	1,679	1,677	1,677	1,677	1,677
Corporate Administration	10,270	10,149	10,433	10,791	11,162
Planning and Development Services	16,545	16,165	16,714	17,418	18,158
Utility Budget					
Water Utility	42,161	43,353	44,955	46,645	48,407
Sanitary Sewer Utility	31,930	33,105	34,700	36,415	38,227
Sanitation and Recycling	16,369	16,701	17,294	18,245	19,261
Library	10,758	10,900	11,175	11,523	11,885
Richmond Olympic Oval Corporation	16,211	16,535	16,866	17,203	17,547
	<b>437,430</b>	<b>425,407</b>	<b>437,936</b>	<b>452,332</b>	<b>466,508</b>
<b>Annual Surplus</b>	<b>\$84,664</b>	<b>\$85,554</b>	<b>\$82,878</b>	<b>\$85,719</b>	<b>\$85,972</b>
<b>Transfers:</b>					
Debt Principal	\$4,761	\$4,951	\$5,149	\$5,355	\$5,570
Transfer To Reserves	66,999	69,700	71,963	74,325	76,792
Transfer To (From) Surplus	(31,579)	(3,551)	(1,871)	(1,807)	(1,076)
Capital Expenditures - Current Year	172,797	133,716	104,938	86,131	97,484
Capital Expenditures - Prior Years	257,680	224,878	179,784	137,746	104,968
Capital Expenditures - Developer Contributed Assets	47,410	33,360	33,360	33,360	33,360
Capital Expenditures - Richmond Public Library	892	892	892	892	892
Capital Expenditures - Richmond Olympic Oval Corporation	1,362	-	-	-	-
Capital Funding	(435,658)	(378,392)	(311,337)	(250,283)	(232,018)
<b>Transfers/Amortization offset:</b>	<b>\$84,664</b>	<b>\$85,554</b>	<b>\$82,878</b>	<b>\$85,719</b>	<b>\$85,972</b>
<b>Balanced Budget</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>
<b>Tax Increase</b>	<b>3.30%</b>	<b>2.99%</b>	<b>2.98%</b>	<b>2.95%</b>	<b>2.99%</b>

\* 2018 Amended Budget includes approved one-time expenditures and carryforwards funded by rate stabilization accounts. The projections for 2019 through 2022 are base budgets to deliver the same level of service and do not include estimates of carryforwards or one-time expenditures that may be approved in future years.

**SCHEDULE B:**

<b>CITY OF RICHMOND</b> <b>CONSOLIDATED 5 YEAR AMENDED FINANCIAL PLAN</b> <b>CAPITAL FUNDING SOURCES (2018-2022)</b> (In \$000's)					
	<b>2018 Amended Budget</b>	<b>2019 Plan</b>	<b>2020 Plan</b>	<b>2021 Plan</b>	<b>2022 Plan</b>
<b>DCC Reserves</b>					
Drainage DCC	\$-	\$1,154	\$97	\$97	\$-
Park Development DCC	4,173	4,421	2,586	2,257	2,210
Park Land Acquisition DCC	5,964	5,964	5,964	5,400	3,237
Roads DCC	19,274	6,305	5,739	5,505	5,123
Sanitary DCC	588	1,223	103	1,436	150
Water DCC	1,645	708	498	900	1,710
<b>Total DCC</b>	<b>\$31,644</b>	<b>\$19,775</b>	<b>\$14,987</b>	<b>\$15,595</b>	<b>\$12,430</b>
<b>Statutory Reserves</b>					
Affordable Housing	\$1,426	\$625	\$625	\$625	\$625
Arts Culture Heritage	3,645	-	-	-	-
Capital Building and Infrastructure	33,451	1,000	-	1,311	-
Capital Reserve	16,418	52,162	39,262	17,061	31,470
Capstan Station	3,500	-	-	-	-
Child Care	242	60	60	60	60
Drainage Improvement	17,713	16,213	14,538	14,213	15,234
Equipment Replacement	4,340	4,080	1,237	2,951	3,480
Neighbourhood Improvement	-	94	-	-	-
Public Art Program	1,073	464	100	100	100
Sanitary Sewer	10,530	6,697	6,367	6,634	5,140
Waterfront Improvement	-	1,000	-	-	-
Watermain Replacement	11,792	10,385	8,632	8,849	10,209
<b>Total Statutory Reserves</b>	<b>\$104,130</b>	<b>\$92,780</b>	<b>\$70,821</b>	<b>\$51,804</b>	<b>\$66,318</b>
<b>Rate Stabilization</b>					
Rate Stabilization	\$8,049	\$-	\$-	\$-	\$-
<b>Total Rate Stabilization</b>	<b>\$8,049</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>
<b>Other Sources</b>					
Enterprise Fund	\$100	\$550	\$550	\$550	\$550
Grant and Developer Contribution	12,025	11,825	11,125	11,125	11,125
Other Sources	13,718	6,835	5,556	5,186	5,191
Sewer Levy	643	-	-	-	-
Solid Waste and Recycling	300	300	300	300	300
Water Levy	2,188	1,650	1,600	1,570	1,570
<b>Total Other Sources</b>	<b>\$28,974</b>	<b>\$21,160</b>	<b>\$19,131</b>	<b>\$18,731</b>	<b>\$18,736</b>
<b>Total Capital Program</b>	<b>\$172,797</b>	<b>\$133,715</b>	<b>\$104,939</b>	<b>\$86,130</b>	<b>\$97,484</b>

**SCHEDULE C:**

**CITY OF RICHMOND**  
**CONSOLIDATED 5 YEAR AMENDED FINANCIAL PLAN (2018-2022)**  
**STATEMENT OF POLICIES AND OBJECTIVES**

**Revenue Proportions By Funding Source**

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

**Objective:**

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

**Policies:**

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

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2018.

**Table 1:**

<b>Funding Source</b>	<b>% of Total Revenue</b>
Property Taxes	50.2%
User Fees	23.3%
Sales of Services	9.1%
Gaming Revenue	3.8%
Investment Income	3.4%
Payments in Lieu Of Taxes	3.3%
Licenses and Permits	2.5%
Grants	1.8%
Other	2.6%
Total Operating and Utility Funding Sources	100.0%

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

**CITY OF RICHMOND  
CONSOLIDATED 5 YEAR AMENDED FINANCIAL PLAN (2018-2022)  
STATEMENT OF POLICIES AND OBJECTIVES**

**Distribution of Property Taxes**

Table 2 provides the 2018 distribution of property tax revenue among the property classes.

**Objective:**

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

**Policies:**

- Regularly review and compare the City's tax ratio between residential property owners and business property owners relative to other municipalities in Metro Vancouver.

**Table 2:** (based on the 2018 Completed Roll figures)

Property Class	% of Tax Burden
Residential (1)	56.2%
Business (6)	35.1%
Light Industry (5)	6.8%
Others (2,4,8 & 9)	1.9%
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*.





**Housing Agreement (3551/3571/3591/3611/3631 Sexsmith Road) Bylaw  
No. 9927**

The Council of the City of Richmond enacts as follows:

1. The Mayor and City Clerk for the City of Richmond are authorized to execute and deliver a housing agreement, substantially in the form set out as Schedule A to this Bylaw, with the owner of the lands located at 3551/3571/3591/3611/3631 Sexsmith Road and legally described as:

PID: 003-898-300	East 270 Feet the North Half Lot 1 Section 28 Block 5 North Range 6 West New Westminster District Plan 7259
PID: 003-460-754	East 270 Feet of the South Half of Lot 1 Section 28 Block 5 North Range 6 West New Westminster District Plan 7259
PID: 011-106-727	East 270 Feet Lot 2 Section 28 Block 5 North Range 6 West New Westminster District Plan 7259
PID: 011-106-743	East 270 Feet Lot 3 Section 28 Block 5 North Range 6 West New Westminster District Plan 7259
PID: 011-106-751	East 270 Feet Lot 4 Section 28 Block 5 North Range 6 West New Westminster District Plan 7259

2. This Bylaw is cited as "**Housing Agreement (3551/3571/3591/3611/3631 Sexsmith Road)  
Bylaw No. 9927**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

OCT 22 2018

OCT 22 2018

OCT 22 2018

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

\_\_\_\_\_  
MAYOR

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

Bylaw 9927

Schedule A

To Housing Agreement (3551/3571/3591/3611/3631 Sexsmith Road) Bylaw No. 9927

HOUSING AGREEMENT BETWEEN POLYGON FIORELLA AND THE CITY OF  
RICHMOND

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

**THIS AGREEMENT** is dated for reference \_\_\_\_\_, 20\_\_,

**BETWEEN:**

**POLYGON FIORELLA HOMES LTD. (INC. NO. BC0750635)**, a company duly incorporated under the laws of the Province of British Columbia and having its registered office at 900-1333 West Broadway, Vancouver, BC V6H 4C2

(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 483 of the *Local Government Act* permits the City to enter into and, by legal notation on title, note on title to lands, housing agreements which may include, without limitation, conditions in respect to the form of tenure of housing units, availability of housing 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,

Housing Agreement (Section 483 *Local Government Act*)  
3551, 3571, 3591, 3611 and 3631 Sexsmith Road  
Application No. RZ 17-778835  
Consideration No. 12

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

## ARTICLE 1 DEFINITIONS AND INTERPRETATION

1.1 In this Agreement the following words have the following meanings:

- (a) **"Affordable Housing Strategy"** means the Richmond Affordable Housing Strategy adopted by the City on March 8, 2018, and containing a number of recommendations, policies, directions, priorities, definitions and annual targets for affordable housing, as may be amended or replaced from time to time;
- (b) **"Affordable Housing Unit"** means a Dwelling Unit or Dwelling Units designated as such in accordance with a building permit and/or development permit issued by the City and/or, if applicable, in accordance with any rezoning consideration applicable to the development on the Lands and includes, without limiting the generality of the foregoing, the Dwelling Unit charged by this Agreement;
- (c) **"Agreement"** means this agreement together with all schedules, attachments and priority agreements attached hereto;
- (d) **"Building Permit"** means the building permit authorizing construction on the Lands, or any portion(s) thereof;
- (e) **"City"** means the City of Richmond;
- (f) **"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;
- (g) **"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;
- (h) **"Development"** means the mixed-use residential and commercial development to be constructed on the Lands;
- (i) **"Development Permit"** means the development permit authorizing development on the Lands, or any portion(s) thereof;

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- (j) **"Director of Development"** means the individual appointed to be the chief administrator from time to time of the Development Applications Division of the City and his or her designate;
- (k) **"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;
- (l) **"Eligible Tenant"** means a Family having a cumulative annual income of:
  - (i) in respect to a bachelor unit, \$34,650 or less;
  - (ii) in respect to a one-bedroom unit, \$38,250 or less;
  - (iii) in respect to a two-bedroom unit, \$46,800 or less; or
  - (iv) in respect to a three or more bedroom unit, \$58,050 or less

provided that, commencing January 1, 2019, the annual incomes set-out above shall be adjusted annually on January 1<sup>st</sup> of each year this Agreement is in force and effect, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the immediately preceding calendar year. If there is a decrease in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, the annual incomes set-out above for the subsequent year shall remain unchanged from the previous year. In the absence of obvious error or mistake, any calculation by the City of an Eligible Tenant's permitted income in any particular year shall be final and conclusive;
- (m) **"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
- (n) **"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, dated for reference \_\_\_\_\_, 20\_\_\_\_, and registered under number CA\_\_\_\_\_, as it may be amended or replaced from time to time;
- (o) **"Interpretation Act"** means the *Interpretation Act*, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;

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- (p) **"Land Title Act"** means the *Land Title Act*, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;
- (q) **"Lands"** means:
  - (i) PID: 003-898-300  
East 270 Feet the North Half Lot 1 Section 28 Block 5 North Range 6 West New Westminster District Plan 7259;
  - (ii) PID: 003-460-754  
East 270 Feet of the South Half of Lot 1 Section 28 Block 5 North Range 6 West New Westminster District Plan 7259;
  - (iii) PID: 011-106-727  
East 270 Feet Lot 2 Section 28 Block 5 North Range 6 West New Westminster District Plan 7259;
  - (iv) PID: 011-106-743  
East 270 Feet Lot 3 Section 28 Block 5 North Range 6 West New Westminster District Plan 7259; and
  - (v) PID: 011-106-751  
East 270 Feet Lot 4 Section 28 Block 5 North Range 6 West New Westminster District Plan 7259,and including a building or a portion of a building, into which said land(s) is or are Subdivided;
- (r) **"Local Government Act"** means the *Local Government Act*, R.S.B.C. 2015, Chapter 1, together with all amendments thereto and replacements thereof;
- (s) **"LTO"** means the New Westminster Land Title Office or its successor;
- (t) **"Manager, Community Social Development"** means the individual appointed to be the Manager, Community Social Development from time to time of the Community Services Department of the City and his or her designate;
- (u) **"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;
- (v) **"Permitted Rent"** means no greater than:
  - (i) \$811.00 a month for a bachelor unit;
  - (ii) \$975.00 a month for a one-bedroom unit;



- (iii) \$1,218.00 a month for a two-bedroom unit; and
- (iv) \$1,480.00 a month for a three (or more) bedroom unit,

provided that, commencing January 1, 2019, the rents set-out above shall be adjusted annually on January 1<sup>st</sup> of each year this Agreement is in force and effect, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the immediately preceding calendar year. 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*. If there is a decrease in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, the permitted rents set-out above for the subsequent year shall remain unchanged from the previous year. In the absence of obvious error or mistake, any calculation by the City of the Permitted Rent in any particular year shall be final and conclusive;

- (w) “*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;
- (x) “*Residential Tenancy Act*” means the *Residential Tenancy Act*, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof;
- (y) “*Strata Property Act*” means the *Strata Property Act* S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof;
- (z) “*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*;
- (aa) “*Tenancy Agreement*” means a tenancy agreement, lease, license or other agreement granting rights to occupy an Affordable Housing Unit; and
- (bb) “*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;

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- (c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;
- (d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
- (e) any reference to any enactment is to the enactment in force on the date the Owner signs this Agreement, and to subsequent amendments to or replacements of the enactment;
- (f) the provisions of section 25 of the *Interpretation Act* with respect to the calculation of time apply;
- (g) time is of the essence;
- (h) all provisions are to be interpreted as always speaking;
- (i) reference to a "party" is a reference to a party to this Agreement and to that party's respective successors, assigns, trustees, administrators and receivers. Wherever the context so requires, reference to a "party" also includes an Eligible Tenant, agent, officer and invitee of the party;
- (j) reference to a "day", "month", "quarter" or "year" is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the case may be, unless otherwise expressly provided; 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. For the purposes of this Article, "permanent residence" means that the Affordable Housing Unit is used as the usual, main, regular, habitual, principal residence, abode or home of the Eligible Tenant.
- 2.2 Within 30 days after receiving notice from the City, the Owner must, in respect of each Affordable Housing Unit, provide to the City a statutory declaration, substantially in the form (with, in the City Solicitor's discretion, such further amendments or additions as deemed necessary) attached as Appendix A, sworn by the Owner, containing all of the information required to complete the statutory declaration. The City may request such

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statutory declaration in respect to each Affordable Housing Unit no more than once in any calendar year; provided, however, notwithstanding that the Owner may have already provided such statutory declaration in the particular calendar year, the City may request and the Owner shall provide to the City such further statutory declarations as requested by the City in respect to an Affordable Housing Unit if, in the City's absolute determination, the City believes that the Owner is in breach of any of its obligations under this Agreement.

- 2.3 The Owner hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.
- 2.4 The Owner agrees that notwithstanding that the Owner may otherwise be entitled, the Owner will not:
- (a) be issued with a Development Permit unless the Development Permit includes the Affordable Housing Units;
  - (b) be issued with a Building Permit unless the Building Permit includes the Affordable Housing Units; and
  - (c) occupy, nor permit any person to occupy any Dwelling Unit or any portion of any building, in part or in whole, constructed on the Lands and the City will not be obligated to permit occupancy of any Dwelling Unit or building constructed on the Lands until all of the following conditions are satisfied:
    - (i) the Affordable Housing Units and related uses and areas have been constructed to the satisfaction of the City;
    - (ii) the Affordable Housing Units have received final building permit inspection granting occupancy; and
    - (iii) the Owner is no otherwise in breach of any of its obligations under this Agreement or any other agreement between the City and the Owner in connection with the development of the Lands.

### 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 eleven (11) 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 eleven (11) Affordable Housing Units.

- 3.3 If the Owner sells or transfers one (1) or more Affordable Housing Units, the Owner will notify the City Solicitor of the sale or transfer within 3 days of the effective date of sale or transfer.
- 3.4 The Owner must not rent, lease, license or otherwise permit occupancy of any Affordable Housing Unit except to an Eligible Tenant and except in accordance with the following additional conditions:
- (a) the Affordable Housing Unit will be used or occupied only pursuant to a Tenancy Agreement;
  - (b) the monthly rent payable for the Affordable Housing Unit will not exceed the Permitted Rent applicable to that class of Affordable Housing Unit;
  - (c) the Owner will allow the Tenant and any permitted occupant and visitor to have full access to and use and enjoy all on-site common indoor and outdoor amenity spaces;
  - (d) the Owner will not require the Tenant or any permitted occupant to pay any move-in/move-out fees, strata fees, strata property contingency reserve fees or any extra charges or fees for use of any common property, limited common property, or other common areas, facilities or amenities, including without limitation parking, bicycle storage, electric vehicle charging stations or related facilities, or for sanitary sewer, storm sewer, water, other utilities, property or similar tax; provided, however, that if the Affordable Housing Unit is a strata unit and the following costs are not part of strata or similar fees, an Owner may charge the Tenant the Owner's cost, if any, of providing cable television, telephone, other telecommunications, gas, or electricity fees, charges or rates;
  - (e) the Owner will attach a copy of this Agreement to every Tenancy Agreement;
  - (f) the Owner will include in the Tenancy Agreement a clause requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement;
  - (g) the Owner will include in the Tenancy Agreement a clause entitling the Owner to terminate the Tenancy Agreement if:
    - (i) an Affordable Housing Unit is occupied by a person or persons other than an Eligible Tenant;
    - (ii) the annual income of an Eligible Tenant rises above the applicable maximum amount specified in section 1.1(l) 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 3.4(g)(ii) of this Agreement [*Termination of Tenancy Agreement if Annual Income of Tenant rises above amount prescribed in section 1.1(l) 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 3.4(g)(ii) of this Agreement, termination shall be effective on the day that is six (6) months following the date that the Owner provided the notice of termination to the Tenant;

- (h) the Tenancy Agreement will identify all occupants of the Affordable Housing Unit and will stipulate that anyone not identified in the Tenancy Agreement will be prohibited from residing at the Affordable Housing Unit for more than 30 consecutive days or more than 45 days total in any calendar year; and
- (i) the Owner will forthwith deliver a certified true copy of the Tenancy Agreement to the City upon demand.

3.5 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

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- (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 indoor or outdoor amenities of the strata corporation.
- 5.5 No strata corporation shall pass any bylaws or approve any levies, charges or fees which would result in the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit paying for the use of parking, bicycle storage, electric vehicle charging stations or related facilities, notwithstanding that the Strata Corporation may levy such parking, bicycle storage, electric vehicle charging stations or other related facilities charges or fees on all the other owners, tenants, any other permitted occupants or visitors of all the strata lots in the applicable strata plan which are not Affordable Housing Units; provided, however, that the electricity fees, charges or rates for use of electric vehicle charging stations are excluded from this provision.
- 5.6 The strata corporation shall not pass any bylaw or make any rule which would restrict the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit from using and enjoying any common property, limited common property or other common areas, facilities or amenities of the strata corporation, including parking, bicycle storage, electric vehicle charging stations or related facilities, except, subject to section 5.5 of this

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Agreement, on the same basis that governs the use and enjoyment of any common property, limited common property and other common areas, facilities or amenities of the strata corporation, including parking, bicycle storage, electric vehicle charging stations and related facilities, by all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units.

## **ARTICLE 6 DEFAULT AND REMEDIES**

- 6.1 The Owner agrees that, in addition to any other remedies available to the City under this Agreement or the Housing Covenant or at law or in equity, if 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 ten (10) 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 483 of the *Local Government Act*;
- (b) where an Affordable Housing Unit is a separate legal parcel the City may file notice of this Agreement in the LTO against the title to the Affordable Housing Unit and, in the case of a strata corporation, may note this Agreement on the common property sheet; and
- (c) where the Lands have not yet been Subdivided to create the separate parcels to be charged by this Agreement, the City may file a notice of this Agreement in the LTO against the title to the Lands. If this Agreement is filed in the LTO as a notice under section 483 of the *Local Government Act* prior to the Lands having been Subdivided, 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,

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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 No Compensation**

The Owner acknowledges and agrees that no compensation is payable, and the Owner is not entitled to and will not claim any compensation from the City, for any decrease in the market value of the Lands or for any obligations on the part of the Owner and its successors in title which at any time may result directly or indirectly from the operation of this Agreement.

## **7.3 Modification**

Subject to section 7.1 of this Agreement, this Agreement may be modified or amended from time to time, by consent of the Owner and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City and the Owner.

## **7.4 Management**

The Owner covenants and agrees that it will furnish good and efficient management of the Affordable Housing Units and will permit representatives of the City to inspect the Affordable Housing Units at any reasonable time, subject to the notice provisions in the *Residential Tenancy Act*. The Owner further covenants and agrees that it will maintain the Affordable Housing Units in a good state of repair and fit for habitation and will comply with all laws, including health and safety standards applicable to the Lands. Notwithstanding the foregoing, the Owner acknowledges and agrees that the City, in its absolute discretion, may require the Owner, at the Owner's expense, to hire a person or company with the skill and expertise to manage the Affordable Housing Units.

## **7.5 Indemnity**

The Owner will indemnify and save harmless the City and each of its elected officials, officers, directors, and agents, and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, actions, loss, damage, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:

- (a) any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;

- (b) the City refusing to issue a development permit, building permit or refusing to permit occupancy of any building, or any portion thereof, constructed on the Lands;
- (c) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Affordable Housing Unit or the enforcement of any Tenancy Agreement; and/or
- (d) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

#### 7.6 Release

The Owner hereby releases and forever discharges the City and each of its elected officials, officers, directors, and agents, and its and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for the:

- (a) construction, maintenance, repair, ownership, lease, license, operation or management of the Lands or any Affordable Housing Unit under this Agreement;
- (b) the City refusing to issue a development permit, building permit or refusing to permit occupancy of any building, or any portion thereof, constructed on the Lands; and/or
- (c) the exercise by the City of any of its rights under this Agreement or an enactment.

#### 7.7 Survival

The obligations of the Owner set out in this Agreement will survive termination or discharge of this Agreement.

#### 7.8 Priority

The Owner will do everything necessary, at the Owner's expense, to ensure that this Agreement, if required by the City Solicitor, will be noted against title to the Lands in priority to all financial charges and encumbrances which may have been registered or are pending registration against title to the Lands save and except those specifically approved in advance in writing by the City Solicitor or in favour of the City, and that a notice under section 483(5) of the *Local Government Act* will be filed on the title to the Lands.

#### 7.9 City's Powers Unaffected

This Agreement does not:

- (a) affect or limit the discretion, rights, duties or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Lands;
- (b) impose on the City any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;
- (c) affect or limit any enactment relating to the use or subdivision of the Lands; or
- (d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.

**7.10 Agreement for Benefit of City Only**

The Owner and the City agree that:

- (a) this Agreement is entered into only for the benefit of the City;
- (b) this Agreement is not intended to protect the interests of the Owner, any Tenant, or any future owner, lessee, occupier or user of the Lands or the building or any portion thereof, including any Affordable Housing Unit; and
- (c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.

**7.11 No Public Law Duty**

Where the City is required or permitted by this Agreement to form an opinion, exercise a discretion, express satisfaction, make a determination or give its consent, the Owner agrees that the City is under no public law duty of fairness or natural justice in that regard and agrees that the City may do any of those things in the same manner as if it were a private party and not a public body.

**7.12 Notice**

Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered, to the postal address of the Owner set out in the records at the LTO, and in the case of the City addressed:

To: Clerk, City of Richmond  
6911 No. 3 Road  
Richmond, BC V6Y 2C1

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.

**7.13 Enuring Effect**

This Agreement will extend to and be binding upon and enure to the benefit of the parties hereto and their respective successors and permitted assigns.

**7.14 Severability**

If any provision of this Agreement is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.

**7.15 Waiver**

All remedies of the City will be cumulative and may be exercised by the City in any order or concurrently in case of any breach and each remedy may be exercised any number of times with respect to each breach. Waiver of or delay in the City exercising any or all remedies will not prevent the later exercise of any remedy for the same breach or any similar or different breach.

**7.16 Sole Agreement**

This Agreement, and any documents signed by the Owners contemplated by this Agreement (including, without limitation, the Housing Covenant), represent the whole agreement between the City and the Owner respecting the use and occupation of the Affordable Housing Units, and there are no warranties, representations, conditions or collateral agreements made by the City except as set forth in this Agreement. In the event of any conflict between this Agreement and the Housing Covenant, this Agreement shall, to the extent necessary to resolve such conflict, prevail.

**7.17 Further Assurance**

Upon request by the City the Owner will forthwith do such acts and execute such documents as may be reasonably necessary in the opinion of the City to give effect to this Agreement.

**7.18 Covenant Runs with the Lands**

This Agreement burdens and runs with the Lands and every parcel into which it is Subdivided in perpetuity. All of the covenants and agreements contained in this

Housing Agreement (Section 483 *Local Government Act*)  
3551, 3571, 3591, 3611 and 3631 Sexsmith Road  
Application No RZ 17-778835

Agreement are made by the Owner for itself, its personal administrators, successors and assigns, and all persons who after the date of this Agreement, acquire an interest in the Lands.

**7.19 Equitable Remedies**

The Owner acknowledges and agrees that damages would be an inadequate remedy for the City for any breach of this Agreement and that the public interest strongly favours specific performance, injunctive relief (mandatory or otherwise), or other equitable relief, as the only adequate remedy for a default under this Agreement.

**7.20 No Joint Venture**

Nothing in this Agreement will constitute the Owner as the agent, joint venturer, or partner of the City or give the Owner any authority to bind the City in any way.

**7.21 Applicable Law**

Unless the context otherwise requires, the laws of British Columbia (including, without limitation, the *Residential Tenancy Act*) will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia.

**7.22 Deed and Contract**

By executing and delivering this Agreement the Owner intends to create both a contract and a deed executed and delivered under seal.

**7.23 Joint and Several**

If the Owner is comprised of more than one person, firm or body corporate, then the covenants, agreements and obligations of the Owner shall be joint and several.

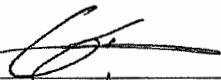
**7.23 Limitation on Owner's Obligations**

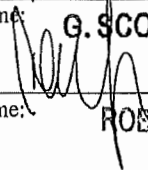
The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered owner of the Lands provided however that notwithstanding that the Owner is no longer the registered owner of the Lands, the Owner will remain liable for breaches of this Agreement that occurred while the Owner was the registered owner of the Lands.



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

**POLYGON FIORELLA HOMES LTD. (INC. NO. BC0750635)**  
by its authorized signatory(ies):

Per:   
Name: **G. SCOTT BALDWIN**

Per:   
Name: **ROBERT BRUNO**

**CITY OF RICHMOND**  
by its authorized signatory(ies):

Per: \_\_\_\_\_  
Malcolm D. Brodie, Mayor

Per: \_\_\_\_\_  
David Weber, Corporate Officer

<b>CITY OF RICHMOND</b>
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.

Housing Agreement (Section 483 Local Government Act)  
3551, 3571, 3591, 3611 and 3631 Sexsmith Road  
Application No. RZ 17-778835  
Consideration No. 12

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 \_\_\_\_\_  
\_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
A Commissioner for Taking Affidavits in the  
Province of British Columbia

\_\_\_\_\_  
DECLARANT



**Housing Agreement (8071 and 8091 Park Road) Bylaw No. 9934**

The Council of the City of Richmond enacts as follows:

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

PID:004-899-075      Lot 125 Except: Part on Plan with Bylaw Filed A3889, Section 9  
Block 4 North Range 5 West New Westminster District Plan 25523

PID:003-680-398      Lot 189 Section 9 Block 4 North Range 6 West New Westminster  
District Plan 55701

2. This Bylaw is cited as **"Housing Agreement (8071 and 8091 Park Road) Bylaw No. 9934"**

FIRST READING

SECOND READING

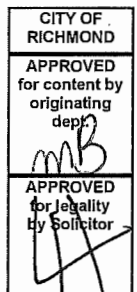
THIRD READING

ADOPTED

OCT 22 2018

OCT 22 2018

OCT 22 2018



\_\_\_\_\_  
MAYOR

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

Schedule A

To Housing Agreement (8071 and 8091 Park Road) Bylaw No. 9934

HOUSING AGREEMENT BETWEEN PARK VILLAGE INVESTMENTS LTD./GRAND  
LONG HOLDINGS CANADA LTD. AND THE CITY OF RICHMOND

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

**THIS AGREEMENT** is dated for reference the 28<sup>th</sup> day of September, 2018,

**BETWEEN:**

**GRAND LONG HOLDINGS CANADA LIMITED (BC1168849)**,  
a company duly incorporated under the laws of the Province of British  
Columbia and having its registered office at 100 – 1525 West 8<sup>th</sup>  
Avenue, Vancouver, BC V6J 1T5

(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 483 of the *Local Government Act* permits the City to enter into and, by legal notation on title, note on title to lands, housing agreements which may include, without limitation, conditions in respect to the form of tenure of housing units, availability of housing 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,

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*Housing Agreement (Section 483 Local Government Act)*  
*Address: 8071 and 8091 Park Road*  
*Application No. RZ 17-779229*  
*Rezoning Consideration No. 15*



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

## ARTICLE 1 DEFINITIONS AND INTERPRETATION

1.1 In this Agreement the following words have the following meanings:

- (a) **"Affordable Housing Strategy"** means the Richmond Affordable Housing Strategy approved by the City on March 12, 2018, and containing a number of recommendations, policies, directions, priorities, definitions and annual targets for affordable housing, as may be amended or replaced from time to time;
- (b) **"Affordable Housing Unit"** means a Dwelling Unit or Dwelling Units designated as such in accordance with a building permit and/or development permit issued by the City and/or, if applicable, in accordance with any rezoning consideration applicable to the development on the Lands and includes, without limiting the generality of the foregoing, the Dwelling Unit charged by this Agreement;
- (c) **"Agreement"** means this agreement together with all schedules, attachments and priority agreements attached hereto;
- (d) **"Building"** means any building constructed, or to be constructed, on the Lands, or a portion thereof, including each air space parcel into which the Lands may be Subdivided from time to time. For greater certainty, each air space parcel will be a Building for the purpose of this Agreement;
- (e) **"Building Permit"** means the building permit authorizing construction on the Lands, or any portion(s) thereof;
- (f) **"City"** means the City of Richmond;
- (g) **"City Solicitor"** means the individual appointed from time to time to be the City Solicitor of the Law Division of the City, or his or her designate;
- (h) **"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;
- (i) **"Daily Amount"** means \$100.00 per day as of January 1, 2019 adjusted annually thereafter by adding thereto an amount calculated by multiplying \$100.00 by the percentage change in the CPI since January 1, 2019, to January 1 of the year that a written notice is delivered to the Owner by the City pursuant to section 6.1 of this Agreement. In the absence of obvious error or mistake, any calculation by the City of the Daily Amount in any particular year shall be final and conclusive;

- (j) **"Development"** means the mixed-use residential, office and commercial development to be constructed on the Lands;
- (k) **"Development Permit"** means the development permit authorizing development on the Lands, or any portion(s) thereof;
- (l) **"Director of Development"** means the individual appointed to be the chief administrator from time to time of the Development Applications Division of the City and his or her designate;
- (m) **"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;
- (n) **"Eligible Tenant"** means a Family having a cumulative gross annual income of:
  - (i) in respect to a one-bedroom unit, \$38,250.00 or less;
  - (ii) in respect to a two-bedroom unit, \$46,800.00 or less; or
  - (iii) in respect to a three or more bedroom unit, \$58,050.00 or lessprovided that, commencing January 1, 2019, the annual incomes set-out above shall be adjusted annually on January 1<sup>st</sup> of each year this Agreement is in force and effect, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the immediately preceding calendar year. If there is a decrease in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, the annual incomes set-out above for the subsequent year shall remain unchanged from the previous year. In the absence of obvious error or mistake, any calculation by the City of an Eligible Tenant's permitted income in any particular year shall be final and conclusive;
- (o) **"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
- (p) **"GST"** means the Goods and Services Tax levied pursuant to the *Excise Tax Act*, R.S.C., 1985, c. E-15, as may be replaced or amended from time to time;

- (q) **"Housing Covenant"** means the agreements, covenants and charges granted by the Owner to the City (which includes covenants pursuant to section 219 of the *Land Title Act*) charging the Lands from time to time, in respect to the use and transfer of the Affordable Housing Units;
- (r) **"Interpretation Act"** means the *Interpretation Act*, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;
- (s) **"Land Title Act"** means the *Land Title Act*, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;
- (t) **"Lands"** means certain lands and premises legally described as:
  - (i) PID 004-899-075, Lot 125 Except: Part On Plan With Bylaw Filed A38889, Section 9 Block 4 North Range 6 West New Westminster District Plan 25523;
  - (ii) PID 003-680-389, Lot 189 Section 9 Block 4 North Range 6 West New Westminster, District Plan 55701,

as may be Subdivided from time to time, and including a Building or a portion of a Building;

- (u) **"Local Government Act"** means the *Local Government Act*, R.S.B.C. 2015, Chapter 1, together with all amendments thereto and replacements thereof;
- (v) **"LTO"** means the New Westminster Land Title Office or its successor;
- (w) **"Manager, Community Social Development"** means the individual appointed to be the Manager, Community Social Development from time to time of the Community Services Department of the City and his or her designate;
- (x) **"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;
- (y) **"Permitted Rent"** means no greater than:
  - (i) \$975.00 (exclusive of GST) a month for a one-bedroom unit;
  - (ii) \$1,218.00 (exclusive of GST) a month for a two-bedroom unit; and
  - (iii) \$1,480.00 (exclusive of GST) a month for a three (or more) bedroom unit,

provided that, commencing January 1, 2019, the rents set-out above shall be adjusted annually on January 1<sup>st</sup> of each year this Agreement is in force and effect, by a percentage equal to the percentage of the increase in the CPI for the

period January 1 to December 31 of the immediately preceding calendar year. 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*. If there is a decrease in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, the permitted rents set-out above for the subsequent year shall remain unchanged from the previous year. In the absence of obvious error or mistake, any calculation by the City of the Permitted Rent in any particular year shall be final and conclusive;

- (z) **"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;
- (aa) **"Residential Tenancy Act"** means the *Residential Tenancy Act*, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof;
- (bb) **"Strata Property Act"** means the *Strata Property Act* S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof;
- (cc) **"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*;
- (dd) **"Tenancy Agreement"** means a tenancy agreement, lease, license or other agreement granting rights to occupy an Affordable Housing Unit; and
- (ee) **"Tenant"** means an occupant of an Affordable Housing Unit by way of a Tenancy Agreement.

## 1.2 In this Agreement:

- (a) reference to the singular includes a reference to the plural, and *vice versa*, unless the context requires otherwise;
- (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;
- (d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;

- (e) any reference to any enactment is to the enactment in force on the date the Owner signs this Agreement, and to subsequent amendments to or replacements of the enactment;
- (f) the provisions of section 25 of the *Interpretation Act* with respect to the calculation of time apply;
- (g) time is of the essence;
- (h) all provisions are to be interpreted as always speaking;
- (i) reference to a "party" is a reference to a party to this Agreement and to that party's respective successors, assigns, trustees, administrators and receivers. Wherever the context so requires, reference to a "party" also includes an Eligible Tenant, agent, officer and invitee of the party;
- (j) reference to a "day", "month", "quarter" or "year" is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the case may be, unless otherwise expressly provided; 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. For the purposes of this Article, "permanent residence" means that the Affordable Housing Unit is used as the usual, main, regular, habitual, principal residence, abode or home of the Eligible Tenant.
- 2.2 Within 30 days after receiving notice from the City, the Owner must, in respect of each Affordable Housing Unit, provide to the City a statutory declaration, substantially in the form (with, in the City Solicitor's discretion, such further amendments or additions as deemed necessary) attached as Appendix A, sworn by the Owner, containing all of the information required to complete the statutory declaration. The City may request such statutory declaration in respect to each Affordable Housing Unit no more than once in any calendar year; provided, however, notwithstanding that the Owner may have already provided such statutory declaration in the particular calendar year, the City may request and the Owner shall provide to the City such further statutory declarations as requested by the City in respect to an Affordable Housing Unit if, in the City's absolute determination, the City believes that the Owner is in breach of any of its obligations under this Agreement.

- 2.3 The Owner hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.
- 2.4 The Owner agrees that notwithstanding that the Owner may otherwise be entitled, the Owner will not:
- (a) be issued with a Development Permit unless the Development Permit includes the Affordable Housing Units;
  - (b) be issued with a Building Permit unless the Building Permit includes the Affordable Housing Units; and
  - (c) occupy, nor permit any person to occupy any Dwelling Unit or any portion of any Building, in part or in whole, constructed on the Lands and the City will not be obligated to permit occupancy of any Dwelling Unit or Building constructed on the Lands until all of the following conditions are satisfied:
    - (i) the Affordable Housing Units and related uses and areas have been constructed to the satisfaction of the City;
    - (ii) the Affordable Housing Units have received final building permit inspection granting occupancy; and
    - (iii) the Owner is not otherwise in breach of any of its obligations under this Agreement or any other agreement between the City and the Owner in connection with the development of the Lands.

### 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 all Affordable Housing Units located in a Building in a single or related series of transactions with the result that when the purchaser or transferee of the Affordable Housing Units becomes the owner, the purchaser or transferee will be the legal and beneficial owner of not less than all the Affordable Housing Units located in a Building. Without limiting the foregoing, the Owner shall not Subdivide the Lands in a manner that creates one or more Affordable Housing Units into a separate air space parcel without the prior written consent of the City;
- 3.3 At all times that this Agreement encumbers the Lands, the Owner shall retain and maintain in place a non-profit organization acceptable to the City to operate and manage the Affordable Housing Units in accordance with this Agreement and in accordance with the Housing Covenant. Provided that all Affordable Housing Units are managed and operated by a non-profit organization, if the Owner engages more than one non-profit

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*Housing Agreement (Section 483 Local Government Act)  
Address: 8071 and 8091 Park Road  
Application No. RZ 17-779229  
Rezoning Consideration No. 15*



organization, each organization must manage not less than all Affordable Housing Units located in a Building.

Without limiting the foregoing, the non-profit organization retained pursuant to this section 3.3 must have as one of its prime objective the operation of affordable housing within the City of Richmond. At the request of the City, from time to time, the Owner shall deliver to the City a copy the agreement (fully signed and current) with the non-profit organization, to evidence the Owner's compliance with this Section 3.3.

- 3.4 If the Owner sells or transfers any Affordable Housing Units, the Owner will notify the City Solicitor of the sale or transfer within 3 days of the effective date of sale or transfer.
- 3.5 The Owner must not rent, lease, license or otherwise permit occupancy of any Affordable Housing Unit except to an Eligible Tenant and except in accordance with the following additional conditions:
- (a) the Affordable Housing Unit will be used or occupied only pursuant to a Tenancy Agreement;
  - (b) the monthly rent payable for the Affordable Housing Unit will not exceed the Permitted Rent applicable to that class of Affordable Housing Unit;
  - (c) the Owner will allow the Tenant and any permitted occupant and visitor to have full access to and use and enjoy all on-site common indoor and outdoor amenity spaces;
  - (d) the Owner will not require the Tenant or any permitted occupant to pay any of the following:
    - (i) move-in/move-out fees,
    - (ii) strata fees,
    - (iii) strata property contingency reserve fees;
    - (iv) extra charges or fees for use of any common property, limited common property, or other common areas, facilities or amenities, including without limitation parking, bicycle storage, electric vehicle charging stations or related facilities;
    - (v) extra charges or fees for the use of sanitary sewer, storm sewer, water; or
    - (vi) property or similar tax;

provided, however, that if the Affordable Housing Unit is a strata unit and the following costs are not part of strata or similar fees, the Owner may charge the Tenant the Owner's cost, if any, of:

- (vii) providing cable television, telephone, other telecommunications, or electricity fees (including electricity fees and charges associated with the Tenant's use of electrical vehicle charging infrastructure); and
- (viii) installing electric vehicle charging infrastructure (in excess of that pre-installed by the Owner at the time of construction of the Building), by or on behalf of the Tenant;
- (e) the Owner will attach a copy of this Agreement to every Tenancy Agreement;
- (f) the Owner will include in the Tenancy Agreement a clause requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement;
- (g) the Owner will include in the Tenancy Agreement a clause entitling the Owner to terminate the Tenancy Agreement if:
  - (i) an Affordable Housing Unit is occupied by a person or persons other than an Eligible Tenant;
  - (ii) the annual income of an Eligible Tenant rises above the applicable maximum amount specified in section 1.1(n) 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 3.5(g)(ii) of this Agreement [*Termination of Tenancy Agreement if Annual Income of Tenant rises above amount prescribed in section 1.1(n) 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 3.5(g)(ii) of this Agreement, termination shall be effective on the day that is six (6) months following the date that the Owner provided the notice of termination to the Tenant;

- (h) the Tenancy Agreement will identify all occupants of the Affordable Housing Unit and will stipulate that anyone not identified in the Tenancy Agreement will

be prohibited from residing at the Affordable Housing Unit for more than 30 consecutive days or more than 45 days total in any calendar year; and

- (i) the Owner will forthwith deliver a certified true copy of the Tenancy Agreement to the City upon demand.
- 3.6 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 indoor or outdoor amenities of the strata corporation contrary to section 3.5(d).
- 5.5 No strata corporation shall pass any bylaws or approve any levies, charges or fees which would result in the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit paying for the use of parking, bicycle storage, electric vehicle charging stations or related facilities contrary to section 3.5(d). Notwithstanding the foregoing, the strata corporation may levy parking, bicycle storage, electric vehicle charging stations or other related facilities charges or fees on all the other owners, tenants, any other permitted occupants or visitors of all the strata lots in the applicable strata plan which are not Affordable Housing Units;
- 5.6 The strata corporation shall not pass any bylaw or make any rule which would restrict the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit from using and enjoying any common property, limited common property or other common areas, facilities or amenities of the strata corporation, including parking, bicycle storage, electric vehicle charging stations or related facilities, except on the same basis that governs the use and enjoyment of these facilities by all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan.

## **ARTICLE 6 DEFAULT AND REMEDIES**

- 6.1 The Owner agrees that, in addition to any other remedies available to the City under this Agreement or the Housing Covenant or at law or in equity, if:
- (a) an Affordable Housing Unit is used or occupied in breach of this Agreement;
  - (b) an Affordable Housing Unit is rented at a rate in excess of the Permitted Rent;
  - (c) an Affordable Housing Unit is operated and maintained by an entity that is not a non-profit organization acceptable to the City (as contemplated in Section 3.3); or
  - (d) the Owner is otherwise in breach of any of its obligations under this Agreement or the Housing Covenant,

then the Owner will pay the Daily Amount to the City for every day that the breach continues after ten 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 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 483 of the *Local Government Act*;
- (b) where an Affordable Housing Unit is a separate legal parcel the City may file notice of this Agreement in the LTO against the title to the Affordable Housing Unit and, in the case of a strata corporation, may note this Agreement on the common property sheet; and
- (c) where the Lands have not yet been Subdivided to create the separate parcels to be charged by this Agreement, the City may file a notice of this Agreement in the LTO against the title to the Lands. If this Agreement is filed in the LTO as a notice under section 483 of the *Local Government Act* prior to the Lands having been Subdivided, 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 un-amended. 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 No Compensation**

The Owner acknowledges and agrees that no compensation is payable, and the Owner is not entitled to and will not claim any compensation from the City, for any decrease in the market value of the Lands or for any obligations on the part of the Owner and its successors in title which at any time may result directly or indirectly from the operation of this Agreement.

**7.3 Modification**

Subject to section 7.1 of this Agreement, this Agreement may be modified or amended from time to time, by consent of the Owner and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City and the Owner.

**7.4 Management**

The Owner covenants and agrees that it will furnish good and efficient management of the Affordable Housing Units in accordance with Section 3.3 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, and without limiting Section 3.3, the Owner acknowledges and agrees that the City, in its absolute discretion, may require the Owner, at the Owner's expense, to hire a person or company with the skill and expertise to manage the Affordable Housing Units.

**7.5 Indemnity**

The Owner will indemnify and save harmless the City and each of its elected officials, officers, directors, and agents, and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, actions, loss, damage, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:

- (a) any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;
- (b) the City refusing to issue a development permit, building permit or refusing to permit occupancy of any Building, or any portion thereof, constructed on the Lands;
- (c) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Affordable Housing Unit or the enforcement of any Tenancy Agreement; and/or
- (d) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

**7.6 Release**

The Owner hereby releases and forever discharges the City and each of its elected officials, officers, directors, and agents, and its and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands,



damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for the:

- (a) construction, maintenance, repair, ownership, lease, license, operation or management of the Lands or any Affordable Housing Unit under this Agreement;
- (b) the City refusing to issue a development permit, building permit or refusing to permit occupancy of any Building, or any portion thereof, constructed on the Lands; and/or
- (c) the exercise by the City of any of its rights under this Agreement or an enactment.

#### **7.7 Survival**

The obligations of the Owner set out in this Agreement will survive termination or discharge of this Agreement.

#### **7.8 Priority**

The Owner will do everything necessary, at the Owner's expense, to ensure that this Agreement, if required by the City Solicitor, will be noted against title to the Lands in priority to all financial charges and encumbrances which may have been registered or are pending registration against title to the Lands save and except those specifically approved in advance in writing by the City Solicitor or in favour of the City, and that a notice under section 483(5) of the *Local Government Act* will be filed on the title to the Lands.

#### **7.9 City's Powers Unaffected**

This Agreement does not:

- (a) affect or limit the discretion, rights, duties or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Lands;
- (b) impose on the City any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;
- (c) affect or limit any enactment relating to the use or subdivision of the Lands; or
- (d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.

#### **7.10 Agreement for Benefit of City Only**

The Owner and the City agree that:

- (a) this Agreement is entered into only for the benefit of the City;

- (b) this Agreement is not intended to protect the interests of the Owner, any Tenant, or any future owner, lessee, occupier or user of the Lands or the Building or any portion thereof, including any Affordable Housing Unit; and
- (c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.

**7.11 No Public Law Duty**

Where the City is required or permitted by this Agreement to form an opinion, exercise a discretion, express satisfaction, make a determination or give its consent, the Owner agrees that the City is under no public law duty of fairness or natural justice in that regard and agrees that the City may do any of those things in the same manner as if it were a private party and not a public body.

**7.12 Notice**

Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered, to the postal address of the Owner set out in the records at the LTO, and in the case of the City addressed:

To: Clerk, City of Richmond  
6911 No. 3 Road  
Richmond, BC V6Y 2C1

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.

**7.13 Enuring Effect**

This Agreement will extend to and be binding upon and enure to the benefit of the parties hereto and their respective successors and permitted assigns.

**7.14 Severability**

If any provision of this Agreement is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.

**7.15 Waiver**

All remedies of the City will be cumulative and may be exercised by the City in any order or concurrently in case of any breach and each remedy may be exercised any number of times with respect to each breach. Waiver of or delay in the City exercising any or all remedies will not prevent the later exercise of any remedy for the same breach or any similar or different breach.

**7.16 Sole Agreement**

This Agreement, and any documents signed by the Owners contemplated by this Agreement (including, without limitation, the Housing Covenant), represent the whole agreement between the City and the Owner respecting the use and occupation of the Affordable Housing Units, and there are no warranties, representations, conditions or collateral agreements made by the City except as set forth in this Agreement. In the event of any conflict between this Agreement and the Housing Covenant, this Agreement shall, to the extent necessary to resolve such conflict, prevail.

**7.17 Further Assurance**

Upon request by the City the Owner will forthwith do such acts and execute such documents as may be reasonably necessary in the opinion of the City to give effect to this Agreement.

**7.18 Covenant Runs with the Lands**

This Agreement burdens and runs with the Lands and every parcel into which it is Subdivided in perpetuity. All of the covenants and agreements contained in this Agreement are made by the Owner for itself, its personal administrators, successors and assigns, and all persons who after the date of this Agreement, acquire an interest in the Lands.

**7.19 Equitable Remedies**

The Owner acknowledges and agrees that damages would be an inadequate remedy for the City for any breach of this Agreement and that the public interest strongly favours specific performance, injunctive relief (mandatory or otherwise), or other equitable relief, as the only adequate remedy for a default under this Agreement.

**7.20 No Joint Venture**

Nothing in this Agreement will constitute the Owner as the agent, joint venturer, or partner of the City or give the Owner any authority to bind the City in any way.

**7.21 Applicable Law**

Unless the context otherwise requires, the laws of British Columbia (including, without limitation, the *Residential Tenancy Act*) will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia.

**7.22 Deed and Contract**

By executing and delivering this Agreement the Owner intends to create both a contract and a deed executed and delivered under seal.

**7.23 Joint and Several**

If the Owner is comprised of more than one person, firm or body corporate, then the covenants, agreements and obligations of the Owner shall be joint and several.

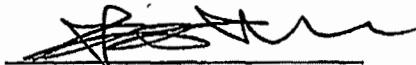
**7.23 Limitation on Owner's Obligations**

The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered owner of the Lands provided however that notwithstanding that the Owner is no longer the registered owner of the Lands, the Owner will remain liable for breaches of this Agreement that occurred while the Owner was the registered owner of the Lands.

[Execution blocks follow]

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

**GRAND LONG HOLDINGS CANADA LIMITED**  
by its authorized signatory(ies):

Per:   
Name: Emily Yang

Per: \_\_\_\_\_  
Name:

**CITY OF RICHMOND**  
by its authorized signatory(ies):

Per: \_\_\_\_\_  
Malcolm D. Brodie, Mayor

Per: \_\_\_\_\_  
David Weber, Corporate Officer

<b>CITY OF RICHMOND</b>
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  
\_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
A Commissioner for Taking Affidavits in the  
Province of British Columbia

\_\_\_\_\_  
DECLARANT



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9551 (RZ 15-693220)  
5660, 5680 and 5700 Williams Road**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended by:
  - a. Inserting the following into the end of the table contained in Section 5.15.1 regarding Affordable Housing density bonusing provisions:

Zone	Sum Per Buildable Square Foot of Permitted <b>Principal Building</b>
"ZD5	\$2.00"

- b. Inserting the following into Section 16 (Site Specific Residential (Two-Unit Dwelling) Zones), in numerical order:

**"16.5 Two-Unit Dwelling (ZD5) – Steveston/Williams**

**16.5.1 Purpose**

The **zone** provides for **two-unit housing** and other compatible **uses** on properties along minor arterial roads within the Steveston Area.

**16.5.2 Permitted Uses**

- **housing, two-unit**

**16.5.3 Secondary Uses**

- **boarding and lodging**
- **community care facility, minor**
- **home business**

**16.5.4 Permitted Density**

1. The maximum **density** is one **two-unit housing unit** per lot.
2. The maximum **floor area ratio** is 0.40, together with an additional 37.5 m<sup>2</sup> per **dwelling unit** for use only as **accessory buildings** and on-site parking, which cannot be used for **habitable space**.
3. Notwithstanding Section 16.5.4.2, the reference to "0.4" is increased to a higher **density** of "0.60" if the **owner**, at the earliest time **Council** adopts a zoning

amendment bylaw to include the **owner's lot** in the ZD5 **zone**, pays into the **affordable housing reserve** the sum specified in Section 5.15 of this bylaw.

4. Notwithstanding Section 16.5.4.2 and Section 16.5.4.3, the maximum **floor area** per **dwelling unit** is 167.22 m<sup>2</sup>.

#### 16.5.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 45% for **buildings**.
2. No more than 70% of a **lot** may be occupied by **buildings, structures** and **non-porous surface**.
3. 25% of the **lot area** is restricted to **landscaping** with live plant material.

#### 16.5.6 Yards & Setbacks

1. The minimum **front yard** is 6.0 m
2. The minimum **interior side yard** is:
  - a) 2.0 m for **lots** of 20.0 m or more in width;
  - b) 1.8 m for **lots** of 18.0 m or more but less than 20.0 m in width; or
  - c) 1.2 m for **lots** less than 18.0 m wide.
3. The minimum **exterior side yard** is 3.0 m, except it is 6.0 m on an arterial **road**.
4. The minimum **rear yard** is 6.0 m. For a **corner lot** where the **exterior side yard** is 6.0 m, the **rear yard** is reduced to 1.2 m.
5. The minimum **setbacks** for **accessory buildings, carports, garages** and parking pads are:
  - a) 12.0 m for the **front yard**;
  - b) 3.0 m for the **exterior side yard**;
  - c) 1.2 m for the **interior side yard**; and
  - d) 6.0 m for the **rear yard**; except that for a **corner lot** where the **exterior side yard** is 6.0 m, the **rear yard setback** is reduced to 1.2 m.
6. **Bay windows, hutches, fireplaces** and chimneys, whether enclosed or unenclosed, which form part of the **principal building** may project for a distance of:
  - a) 1.0 m into the **front yard**;
  - b) 0.6 m into the **exterior side yard**; and
  - c) 0.6 m into the **rear yard**.
7. **Porches** which form part of the **principal building**, that are less than 5.0 m in **height** and open on those sides which face a public **road** may project for a distance of 1.5 m into the **front yard** and **exterior side yard**.

8. **Balconies** which form part of the **principal building** may project a distance of:
  - a) 0.6 m into the **front yard**;
  - b) 0.6 m into the **exterior side yard**; and
  - c) 0.6 m into the **rear yard**.
9. Other portions of the **principal building** which are less than 2.0 m in **height** may be located within the **rear yard** but no closer than:
  - a) 3.0 m of a public **road**;
  - b) 6.0 m of an arterial **road**; and
  - c) 1.2 m of the **rear lot line**.
10. No portion of a **two-unit housing building, garage or carport** shall be located further than 50.0 m from the **front lot line**, and in the case of **corner lot** or a **double fronting lot**, the **lot line** from which the **lot** is addressed and is principally accessed.

#### 16.5.7 Permitted Heights

1. The maximum **height** for **principal buildings** is 2 **storeys**, but it shall not exceed the **residential vertical lot width envelope** and the **residential vertical lot depth envelope**. For a **principal building** with a flat roof, the maximum **height** is 7.5 m.
2. The ridge line of a front roof dormer may project horizontally up to 0.915 m beyond the **residential vertical lot depth envelope** but no further than the **setback** required for the **front yard**.
3. The ridge line of a side roof dormer may project horizontally up to 0.915 m beyond the **residential vertical lot width envelope** but no further than the **setback** required for the **interior side yard** or the **exterior side yard**.
4. The maximum **height** for detached **accessory buildings** less than 10 m<sup>2</sup> is 3.0 m measured from **finished site grade** to the roof ridge for a detached **accessory building** with a pitched roof, and 2.5 m for a detached **accessory building** with a flat roof.
5. The maximum **height** for detached **accessory buildings** greater than 10 m<sup>2</sup> is 4.0 m measured from **finished grade** to the roof ridge for an **accessory building** with a pitched roof, and 3.0 m for an **accessory building** with a flat roof.
6. The maximum **height** for **accessory structures** is 5.0 m.

#### 16.5.8 Subdivision Provisions/Minimum Lot Size

1. The minimum **lot width** is 13.5 m, except where a vehicular access easement between the **front lot line** and the **carports, garages** and parking pads is secured on the neighbouring property, in which case the minimum **lot width** may be reduced to 10.5 m.
2. The width of the vehicular access easement in Section 16.5.8.1 must be least 50% the ultimate width of the required driveway.

4. The minimum **lot depth** is 45.0 m.
5. The minimum **lot area** is 464.5.0 m<sup>2</sup>.

#### 16.5.9 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided according to the provisions of Section 6.0.
2. The **owner** shall plant and maintain within 3.0 m of the **front lot line** one new or replacement tree of a minimum size of 6.0 cm on every **lot**.
3. In the case of a **corner lot**, an additional new or replacement tree shall be planted within 3.0 m of the **side lot line** which **abuts a road**.
4. **Fences**, when located within 3.0 m of a **side lot line abutting** a public **road**, shall not exceed 1.2 m in **height**.

#### 16.5.10 On-Site Parking and Loading

1. On-site **vehicle** parking shall be provided according to the standards set out in Section 7.0.
2. Where a driveway access is on an arterial road, the driveway width shall be 6.0 m for a driveway access servicing 2 or more units.
3. Where a shared driveway access is servicing 3 or more units, one visitor **parking space** shall be provided.
4. Visitor parking shall be:
  - a) marked with a clearly visible sign a minimum size of 300 mm by 450 mm with the words "VISITORS ONLY" in capital letters identifying the spaces; and
  - b) marked on the parking surface with the words "VISITORS ONLY" in capital letters a minimum 30 cm high and 1.65 m in length.

#### 16.5.11 Other Regulations

1. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and Specific Use Regulations in Section 5.0 apply."

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 **"TWO-UNIT DWELLING (ZD5) – STEVESTON/WILLIAMS"**.

P.I.D. 003-781-569

Lot 2 Except Part Subdivided by Plan 55424 Section 36 Block 4 North Range 7 West New Westminster District Plan 16855

P.I.D. 003-905-292

Lot 3 Except: Part Subdivided by Plan 55424 Section 36 Block 4 North Range 7 West New Westminster District Plan 16855

P.I.D. 003-935-906

Lot 967 Section 36 Block 4 North Range 7 West New Westminster District Plan 58348

3. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9551"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

MAY 24 2016

JUN 20 2016

JUN 20 2016

JUN 20 2016

NOV 07 2018



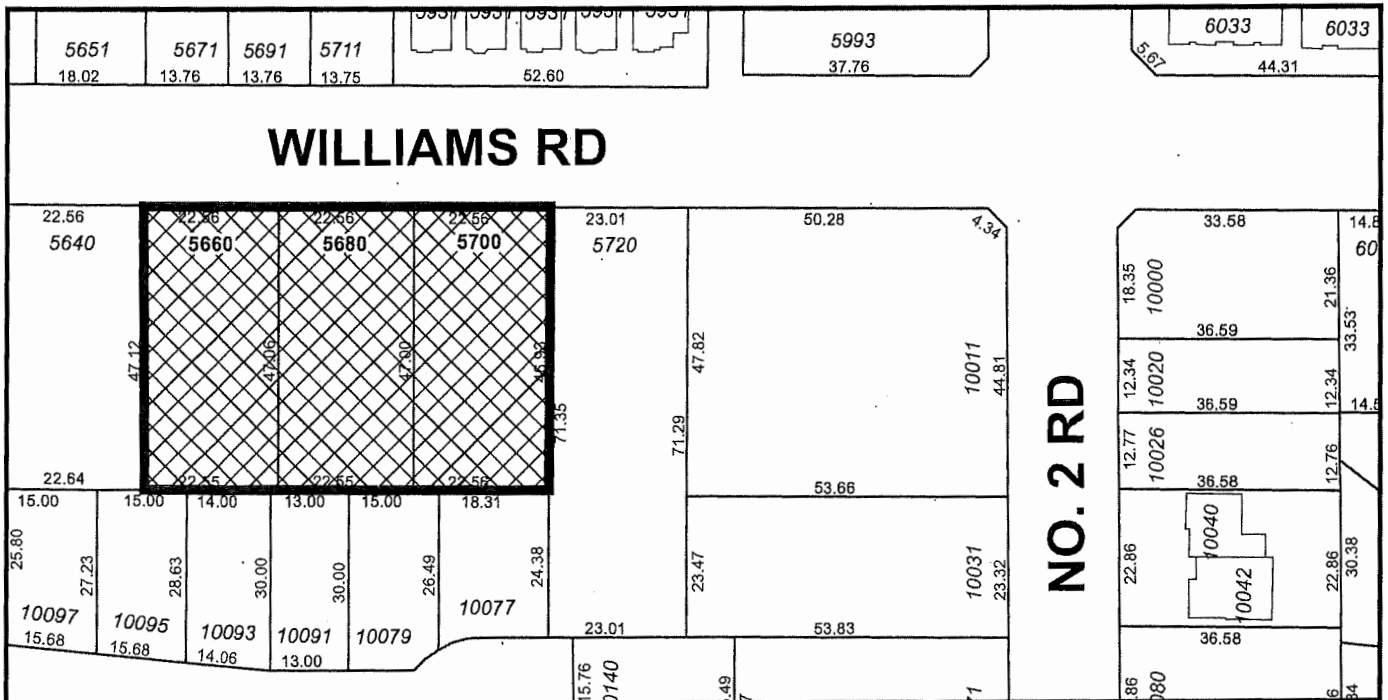
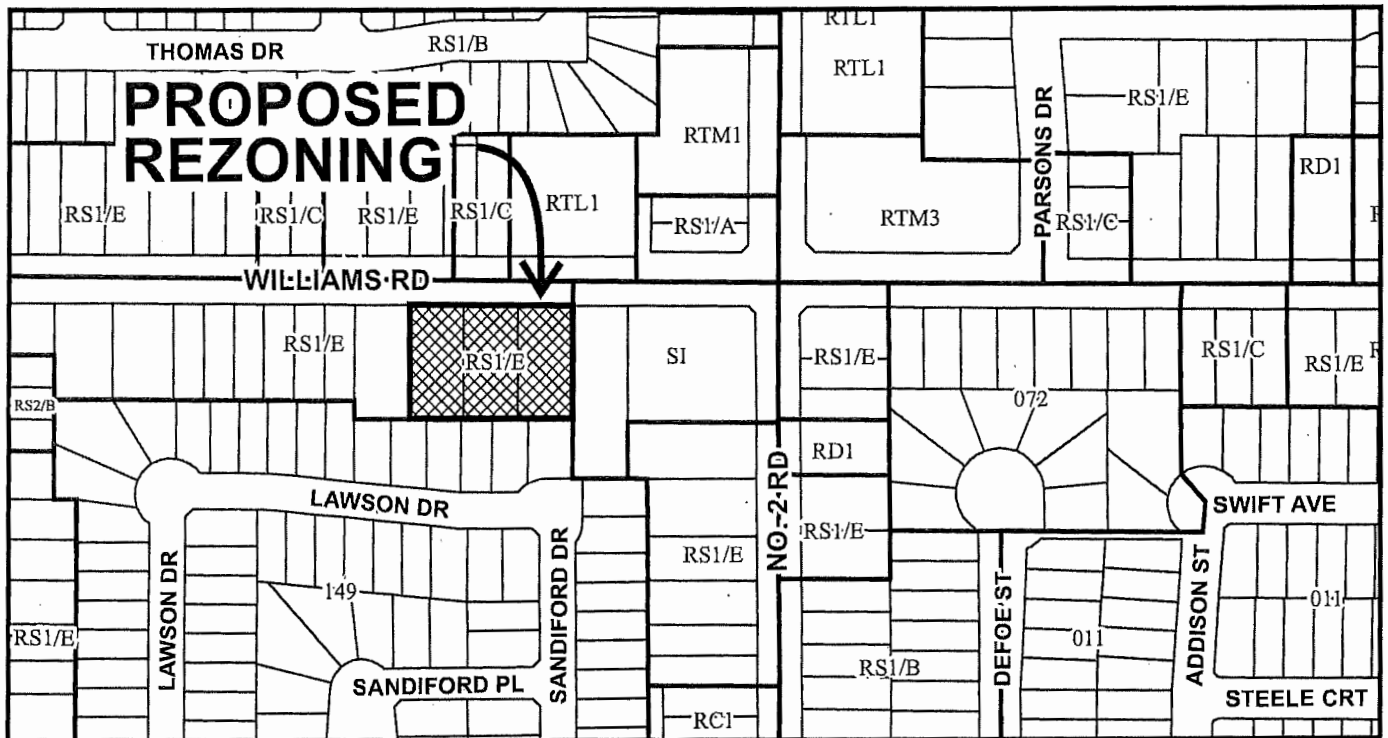
\_\_\_\_\_  
MAYOR

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





# City of Richmond



## RZ 15-693220

CNCL - 432

Original Date: 03/12/15

Revision Date: 04/25/16

Note: Dimensions are in METRES



**Richmond Official Community Plan Bylaw 7100  
Amendment Bylaw 9553 (RZ 15-693220)  
5660, 5680 and 5700 Williams Road**

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

1. Richmond Official Community Plan Bylaw OCP Bylaw 7100 is amended by repealing the existing land use designation on the Steveston Area Land Use Map in Schedule 2.4 (Steveston Area Plan) thereof of the following area and by designating it "Duplex".

P.I.D. 003-781-569

Lot 2 Except Part Subdivided by Plan 55424 Section 36 Block 4 North Range 7 West New Westminster District Plan 16855

P.I.D. 003-905-292

Lot 3 Except: Part Subdivided by Plan 55424 Section 36 Block 4 North Range 7 West New Westminster District Plan 16855

P.I.D. 003-935-906

Lot 967 Section 36 Block 4 North Range 7 West New Westminster District Plan 58348

2. This Bylaw may be cited as **"Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 9553"**.

FIRST READING

**MAY 24 2016**

PUBLIC HEARING

**JUN 20 2016**

SECOND READING

**JUN 20 2016**

THIRD READING

**JUN 20 2016**

OTHER CONDITIONS SATISFIED

**NOV 07 2018**

ADOPTED

\_\_\_\_\_  
MAYOR

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





**Richmond Land Use Contract  
Discharge Bylaw No. 9562 (RZ 15-693220)  
5700 Williams Road**

Whereas "Land Use Contract", having Charge Number RD86149, charges the following land:

P.I.D. 003-935-906

Lot 967 Section 36 Block 4 North Range 7 West New Westminster District Plan 58348  
(the "Land Use Contract")

Whereas the Land Use Contract was entered into with the City of Richmond as a party and filed in the Land Title Office, New Westminster, British Columbia; and,

Whereas the owners of said land which is subject to the Land Use Contract have requested and agreed with the City that the "Land Use Contract" be discharged as against its property title;

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

1. That the Land Use Contract be discharged as against:

P.I.D. 003-935-906

Lot 967 Section 36 Block 4 North Range 7 West New Westminster District Plan 58348

2. That the Mayor and Corporate Officer are hereby authorized to execute any documents necessary to discharge the Land Use Contract from said land.
3. This Bylaw may be cited as "**Richmond Land Use Contract Discharge Bylaw No. 9562**".

FIRST READING

**MAY 24 2016**

A PUBLIC HEARING WAS HELD ON

**JUN 20 2016**

SECOND READING

**JUN 20 2016**

THIRD READING

**JUN 20 2016**

ADOPTED

**NOV 07 2018**



\_\_\_\_\_  
MAYOR

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



Richmond Zoning Bylaw 8500  
Amendment Bylaw 9576 (RZ 12-600638)  
10760/10780 Bird Road

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it "**SINGLE DETACHED (RS2/B)**".

P.I.D. 002-981-815

Lot 98 Section 26 Block 5 North Range 6 West New Westminster District Plan 19289

2. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 9576**".

FIRST READING

~~SEP 12 2016~~ SEP 12 2016

A PUBLIC HEARING WAS HELD ON

OCT 17 2016

SECOND READING

OCT 17 2016

THIRD READING

OCT 17 2016

OTHER CONDITIONS SATISFIED

OCT 25 2016

MINISTRY OF TRANSPORTATION AND  
INFRASTRUCTURE APPROVAL

NOV 15 2016

ADOPTED

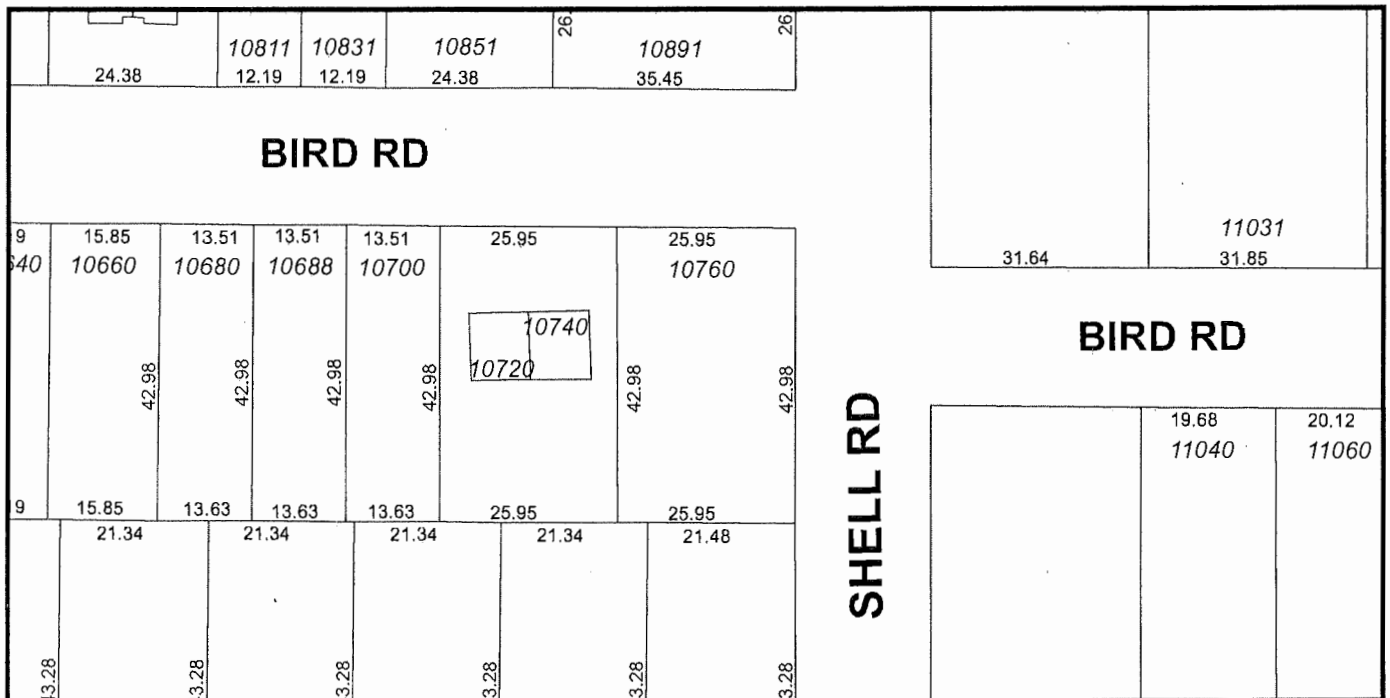
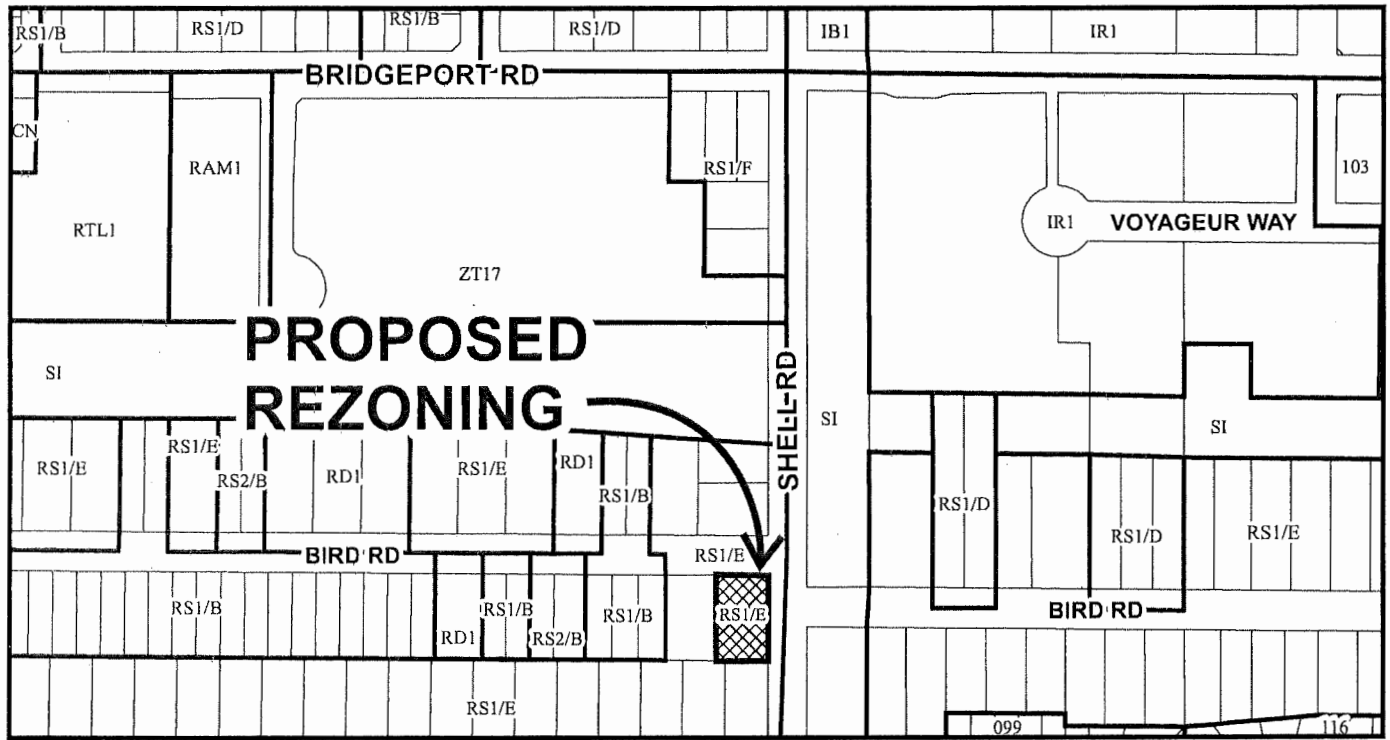
\_\_\_\_\_  
MAYOR

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





# City of Richmond



RZ 12-600638

Original Date: 06/07/16

Revision Date:

Note: Dimensions are in METRES

CNCL - 436



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9790 (RZ 17-784715)  
9071 Dayton Avenue**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"SINGLE DETACHED (RS2/K)"**.

P.I.D. 003-332-993

Lot 269 Section 22 Block 4 North Range 6 West New Westminster District Plan 51918

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9790"**.

FIRST READING

DEC 11 2017

A PUBLIC HEARING WAS HELD ON

JAN 22 2018

SECOND READING

JAN 22 2018

THIRD READING

JAN 22 2018

OTHER CONDITIONS SATISFIED

OCT 30 2018

ADOPTED



\_\_\_\_\_  
MAYOR

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





Note: Dimensions are in METRES

**CNCL - 438**



**Road Closure and Removal of Road Dedication Bylaw No. 9849  
(Portion of Road Adjacent to 7960 Alderbridge Way and  
5333 and 5411 No. 3 Road)**

The Council of the City of Richmond enacts as follows:

1. The lands legally described as that part of No. 3 Road dedicated by Plan 32833 Section 5 Block 4 North Range 6 West New Westminster District, shown outlined in bold on the Reference Plan EPP82052 prepared by Matson Peck & Topliss, Surveyors and Engineers, with a control number of 152-788-9800, attached as Schedule A, shall be stopped up and closed to traffic, cease to be a public road and the road dedication shall be removed; and
2. This Bylaw is cited as "**Road Closure and Removal of Road Dedication Bylaw No. 9849 (Portion of Road Adjacent to 7960 Alderbridge Way and 5333 and 5411 No. 3 Road)**".

FIRST READING

SECOND READING

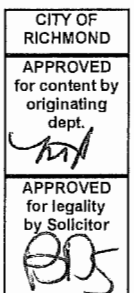
THIRD READING

ADOPTED

JUL 09 2018

JUL 09 2018

JUL 09 2018



MAYOR

CORPORATE OFFICER

# Schedule A

FORM\_SPC\_V12

## SURVEY PLAN CERTIFICATION PROVINCE OF BRITISH COLUMBIA

PAGE 1 OF 2 PAGES

By incorporating your electronic signature into this form you are also incorporating your electronic signature into the attached plan and you

(a) represent that you are a subscriber and that you have incorporated your electronic signature to the attached electronic plan in accordance with section 168.73 (3) of the Land Title Act, RSBC 1996 c.250; and

(b) certify the matters set out in section 168.73 (4) of the Land Title Act, Each term used in this representation and certification is to be given the meaning ascribed to it in part 10.1 of the Land Title Act.

James  
Campbell  
488ESM

Digitally signed by James  
Campbell 488ESM.  
Date: 2018.06.01  
14:49:59 -07'00'

1. BC LAND SURVEYOR: (Name, address, phone number)

J. Stephen Campbell

Matson Peck & Topliss

Suite 320 - 11120 Horseshoe Way

Richmond

BC V7A 5H7

Ph. 604 270 9331

FILE : 17505 RC

email: campbell@mpt.bc.ca

☐ Surveyor General Certification [For Surveyor General Use Only]

2. PLAN IDENTIFICATION:

Control Number: **152-788-9800**

Plan Number: **EPP82052**

This original plan number assignment was done under Commission #: **712**

3. CERTIFICATION:

☒ Form 9

☐ Explanatory Plan

☐ Form 9A

I am a British Columbia land surveyor and certify that I was present at and personally superintended this survey and that the survey and plan are correct.

The field survey was completed on: 2018 June 01

(YYYY/Month/DD)

The checklist was filed under ECR#:

The plan was completed and checked on: 2018 June 01

(YYYY/Month/DD)

212450

☒ None ☐ Strata Form S

☒ None

☐ Strata Form U1

☐ Strata Form U1/U2

Arterial Highway ☐

Remainder Parcel (Airspace) ☐

4. ALTERATION: ☐

**CNCL - 440**

# REFERENCE PLAN TO ACCOMPANY THE CITY OF RICHMOND ROAD CLOSING AND REMOVAL OF ROAD DEDICATION BYLAW No. 9849 OF A PORTION OF ROAD DEDICATED ON PLAN 32833 SECTION 5 BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT

PLAN EPP82052

PURSUANT TO SECTION 120 OF THE LAND TITLE ACT AND SECTION 40 OF THE COMMUNITY CHARTER

BCGS 92G.015

SCALE 1:600

INTEGRATED SURVEY AREA NO. 16, CITY OF RICHMOND,  
NAD83 (CSRS) 4.0.0.BC.1.0VRD

GRID BEARINGS ARE DERIVED FROM OBSERVATIONS BETWEEN  
GEODETIC CONTROL MONUMENTS 77H4965 AND 88H4813.

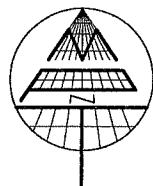
THE UTM COORDINATES AND ESTIMATED HORIZONTAL  
POSITIONAL ACCURACY ACHIEVED ARE DERIVED FROM THE  
MASCOT PUBLISHED COORDINATES AND STANDARD DEVIATIONS  
FOR GEODETIC CONTROL MONUMENTS 77H4965 AND 88H4813.

THIS PLAN SHOWS HORIZONTAL GROUND-LEVEL DISTANCES  
UNLESS OTHERWISE SPECIFIED. TO COMPUTE GRID DISTANCES,  
MULTIPLY GROUND-LEVEL DISTANCES BY THE AVERAGE  
COMBINED FACTOR OF 0.9996040 WHICH HAS BEEN DERIVED  
FROM GEODETIC CONTROL MONUMENTS 77H4965 AND 88H4813.

10 0 10 20 30

THE INTENDED PLOT SIZE OF THIS PLAN IS  
432mm IN WIDTH BY 560mm IN HEIGHT (C-SIZE)  
WHEN PLOTTED AT A SCALE OF 1:600.

NAD83(CSRS) 4.0.0.BC.1.0VRD UTM ZONE 10 COORDINATES			
TABLET MARKING	NORTHING	EASTING	COMBINED FACTOR
77H4965	5447179.336	490083.918	0.9996039
88H4813	5447158.586	489883.772	0.9996041
			ESTIMATED HORIZONTAL POSITIONAL ACCURACY
			0.011
			0.015



## LEGEND

- INDICATES CONTROL MONUMENT FOUND
- INDICATES STANDARD IRON POST FOUND
- INDICATES STANDARD IRON POST PLACED
- INDICATES LEAD PLUG FOUND
- INDICATES LEAD PLUG PLACED
- U INDICATES UNREGISTERED

OFFSET POSTS AND PLUGS ARE ON PRODUCTION OF  
PROPERTY LINES UNLESS INDICATED OTHERWISE.

SET BY  
HANS J. TROELSEN, BCLS  
MARCH 2002

SRW PLAN 34097

PARCEL A  
955.9 m<sup>2</sup>

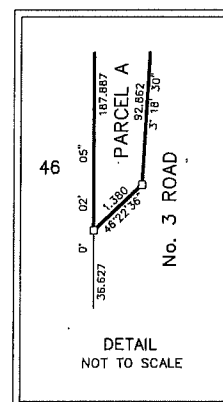
LANE

No. 3 ROAD

Sec 5

Bk 4 N R 6 W

46  
PLAN 34468



MATSON PECK & TOPLISS  
SURVEYORS & ENGINEERS  
#320 - 11120 HORSESHOE WAY  
RICHMOND, B.C., V7A 5H7  
PH: 604.270.9331  
FAX: 604.270.4137

CADFILE: 17505-8-REFERENCE PLAN-0.DWG

R-18-17505-8-REF-0

0.914

SRW PLAN 34077

CNCL -441  
POSTING PLAN LMP31422

SET BY  
HANS J. TROELSEN, BCLS  
MARCH 2002

THIS PLAN LIES WITHIN  
THE METRO VANCOUVER REGIONAL DISTRICT

THE FIELD SURVEY REPRESENTED BY THIS PLAN WAS  
COMPLETED ON THE 1st DAY OF JUNE, 2018  
J. STEPHEN CAMPBELL, BCLS 712



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9825 (RZ 15-692485)  
7960 Alderbridge Way and 5333 & 5411 No. 3 Road**

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

1. Richmond Zoning Bylaw 8500 is amended by inserting the following into Section 20 (Site Specific Mixed Use Zones), in numerical order:

**"20.34 City Centre High Density Mixed Use (ZMU34) – Lansdowne Village**

**20.34.1 Purpose**

The **zone** provides for a broad range of **commercial, office, service, institutional, education, entertainment and residential uses** typical of the **City Centre**. Additional **density** is provided to achieve **City** objectives related to the **development of affordable housing units, office uses and community amenities**.

**20.34.2 Permitted Uses**

- amenity space, community
- animal day care
- animal grooming
- broadcasting studio
- child care
- education
- education, commercial
- education, university
- emergency service
- entertainment, spectator
- government service
- grocery store
- health service, minor
- housing, apartment
- library and exhibit
- liquor primary establishment
- manufacturing, custom indoor
- microbrewery, winery and distillery
- neighbourhood public house
- office
- private club
- recreation, indoor
- religious assembly
- restaurant
- retail, convenience
- retail, general
- retail, second hand
- service, business support
- service, financial
- service, household repair
- service, personal
- studio
- veterinary service

#### 20.34.3 Secondary Uses

- boarding and lodging
- home business
- home-based business

#### 20.34.4 Additional Uses

- district energy utility

#### 20.34.5 Permitted Density

1. For the purposes of this **zone**, the calculation of **floor area ratio** is based on a net **development site** area of 20,817 sq. m.
2. The maximum **floor area ratio** is "2.0" for residential **uses** and mixed **uses** including residential **uses**, together with an additional:
  - a) "0.1" **floor area ratio** provided that the additional **floor area** is used entirely to accommodate indoor **amenity space**.
3. Notwithstanding Section 20.34.5.2, the reference to "2.0" is increased to a higher **floor area ratio** of "3.0" if the **owner**:
  - a) provides 38 **affordable housing units** on the **site** and the combined **habitable space** of the **affordable housing units** is not less than 5% of the total residential **floor area** minus the total market rental housing **floor area**;
  - b) enters into a **housing agreement** with respect to the **affordable housing units** and registers the **housing agreement** against title to the **lot** and files a notice in the Land Title Office;
  - c) provides market rental housing units on the **site** with a combined **floor area ratio** of not less than 0.41 FAR;
  - d) enters into a legal agreement with respect to the market rental housing units and registers the legal agreement against title to the **lot**; and
  - e) pays a sum to the **City** (**Child Care Reserve Fund**) based on 1% of the value of the total residential **floor area ratio** less the value of the **affordable housing unit floor area ratio** and the market rental housing **floor area ratio** (i) multiplied by the "equivalent to construction value" rate of \$6997/ sq. m., if the payment is made within one year of third reading of the zoning amendment bylaw, or (ii) thereafter, multiplied by the "equivalent to construction value" rate of \$6,997/ sq. m. adjusted by the cumulative applicable annual changes to the Statistics Canada "Non-residential Building Construction Price Index" for Vancouver, where such change is positive.
4. Notwithstanding Section 20.34.5.3, the reference to "3.0" is increased to a higher **floor area ratio** of "3.95" if the **owner**:



- a) uses the additional "0.95" **floor area ratio** for non-residential **uses** only; and
  - b) pays a sum to the **City** (*City Centre Facility Development Fund*) based on 5% of the additional non-residential **floor area ratio** provided in the **development**, calculated using the "equivalent to construction value" rate of \$8,073/ sq. m., if the payment is made within one year of third reading of the zoning amendment bylaw, or (ii) thereafter, multiplied by the "equivalent to construction value" rate of \$8,073/ sq. m. adjusted by the cumulative applicable annual changes to the Statistics Canada "Non-residential Building Construction Price Index" for Vancouver, where such change is positive.
5. Notwithstanding Section 4.5.1, the following items are not included in the calculation of maximum **floor area ratio**:
- a) common mechanical, heating, ventilation, air conditioning, electrical, telephone and similar type service rooms not co-located with an **enclosed parking** area and not intended as **habitable space**; and
  - b) storage areas for residential **uses** to a maximum area of 3.3 sq. m. per **dwelling unit** where co-located with below-grade, **enclosed parking**.

#### 20.34.6 Permitted Lot Coverage

- 1. The maximum **lot coverage** is 90% for **buildings**.

#### 20.34.7 Yards & Setbacks

- 1. Minimum **setbacks** shall be:
  - a) from a **road**, measured to a **lot line**, 6.0 m., except that a **road setback** may be reduced to:
    - i) 3.0 m for parts of a **building** above **finished site grade**, as specified in a Development Permit approved by the **City**; and
    - ii) 0.0 m. for parts of a **building** below **finished site grade**, as specified in a Development Permit approved by the **City**; and
  - b) from a **side lot line**, measured to a **lot line**, 0.0 m.
- 2. Notwithstanding 20.34.7.1, minimum **setbacks** for parts of a building directly adjacent to City land or land secured for public use via **right-of-way**, measured to a **lot line** or the boundary of the **right-of-way**, shall be:
  - a) where a door provides **access**, 1.5 m or the depth of the door swing, whichever is greater.
- 3. Notwithstanding Sections 4.11 and 4.12, projections into **setbacks** for architectural features, **cantilevered roofs**, **balconies**, **awnings**, sunshades, canopies, privacy screens or similar **building** elements located 3.0 m or more above **finished site grade** may be increased, subject to the depth of the associated **setback**, to a maximum of:

- a) for **road setbacks**, 2.5 m., as specified in a Development Permit approved by the **City**;
- b) for **side lot line** and **rear lot line setbacks**, 2.0 m., as specified in a Development Permit approved by the **City**.

#### 20.34.8 Permitted Heights

- 1. The maximum **building height** for **principal buildings** is 41.5 m. geodetic.
- 2. The maximum **building height** for **accessory structures** is 12.0 m.

#### 20.34.9 Subdivision Provisions/Minimum Lot Size

- 1. The minimum **lot area** for **development** is 16,800 sq. m.

#### 20.34.10 Landscaping & Screening

- 1. **Landscaping** and **screening** shall be provided according to the provisions of Section 6.0 of Richmond Zoning Bylaw 8500.

#### 20.34.11 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.
- 2. Notwithstanding Section 20.34.11.1, the minimum number of required bicycle **parking spaces** shall be:
  - a) for Class 2, for **general retail, convenience retail, restaurant, office** and other non-residential **uses**, excluding **education, commercial education** and **university education uses**, calculated as 0.2 spaces per 100.0 sq. m. of **floor area**; and
  - b) for Class 2, for residential **uses**, calculated as 0.1 spaces per **dwelling unit**.
- 3. Notwithstanding Section 20.34.11.1, the minimum number of **parking spaces** required by this bylaw for residential **uses** may be reduced to be calculated as follows:
  - a) 0.9 resident **parking space** per residential **dwelling unit**;
  - b) 0.8 resident **parking space** per **affordable housing unit**;
  - c) 0.8 resident **parking space** per market rental **dwelling unit**;
  - d) 0.1 visitor **parking space** per residential **dwelling unit**;
  - e) 0.1 visitor **parking space** per **affordable housing unit**; and
  - f) 0.1 visitor **parking space** per market rental **dwelling unit**.

and then the minimum on-**site** parking requirements for residential **uses** (set out above) and for non-residential **uses** (set out in Section 7) may be further reduced by up to a maximum of 10%, where:

- g) the **City** implements transportation demand management measures, including the use of car co-operatives, transit passes, private shuttles, carpools, enhanced end-of-trip cycling facilities, and other pedestrian, bicycle and transit connectivity improvements suitable to the **site** and the surrounding neighbourhood; and
- h) the minimum on-**site** parking requirements are substantiated by a parking study that is prepared by a registered professional engineer and is subject to review and approval of the **City**.

- 4. Notwithstanding Section 20.34.11.1, the required number of **loading spaces** is:

- a) 2.0 large size truck spaces shared between residential uses and non-residential uses; and
- b) 7.0 medium size truck spaces shared between non-residential and residential uses.

#### **20.34.12 Other Regulations**

- 1. Signage must comply with the City of Richmond's Sign Bylaw 5560, as it applies to **development** in the Downtown Commercial (CDT1) **zone**.
  - 2. **Telecommunication antenna** must be located a minimum 20.0 m above the ground (i.e., on a roof of a **building**).
  - 3. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and the Specific Use Regulations in Section 5.0 apply."
2. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following parcels and by designating them **CITY CENTRE HIGH DENSITY MIXED USE (ZMU34) – LANSDOWNE VILLAGE**:
- P.I.D. 003-582-663  
LOT 79 SECTION 5 BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER  
DISTRICT PLAN 37118
  - P.I.D. 003-583-902  
LOT 80 SECTION 5 BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER  
DISTRICT PLAN 37118
  - P.I.D. 003-587-100  
LOT 46 SECTION 5 BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER  
DISTRICT PLAN 34468

3. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9825"**.

FIRST READING

JUN 25 2018

PUBLIC HEARING

JUL 16 2018

SECOND READING

JUL 16 2018

THIRD READING

JUL 16 2018

OTHER CONDITIONS SATISFIED

NOV 07 2018

ADOPTED

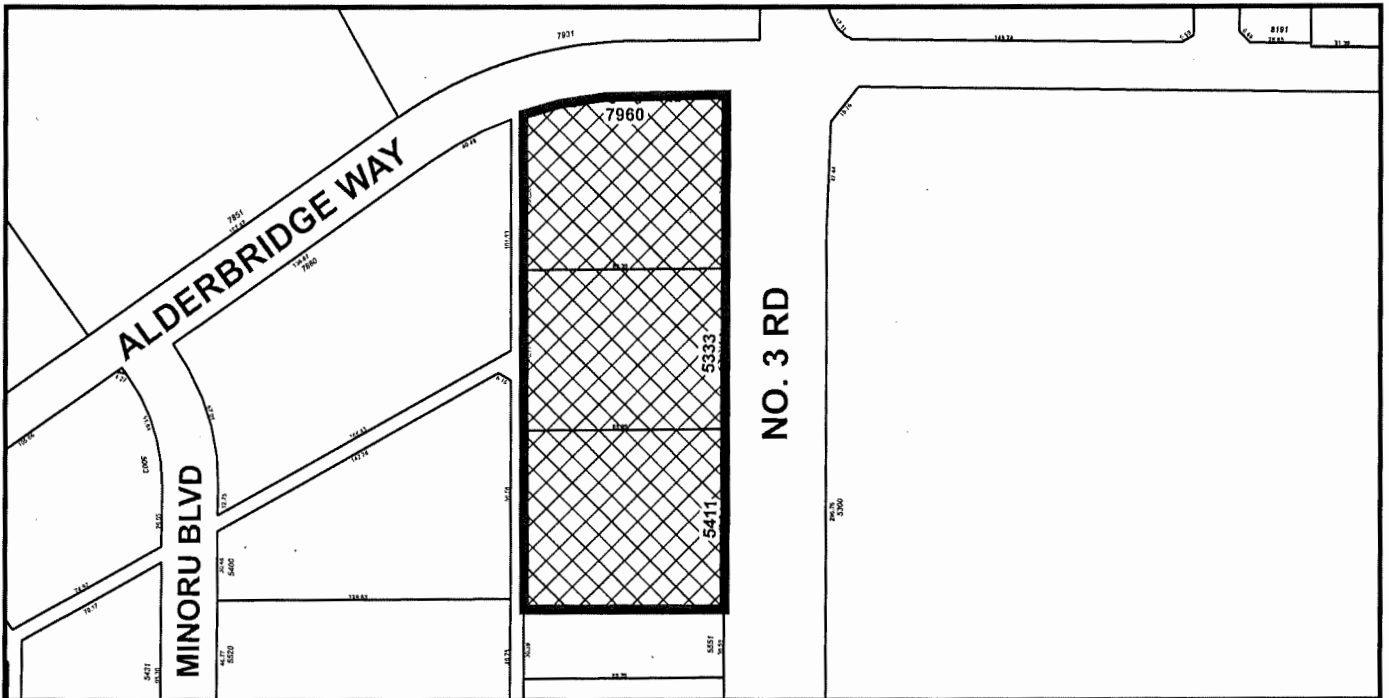
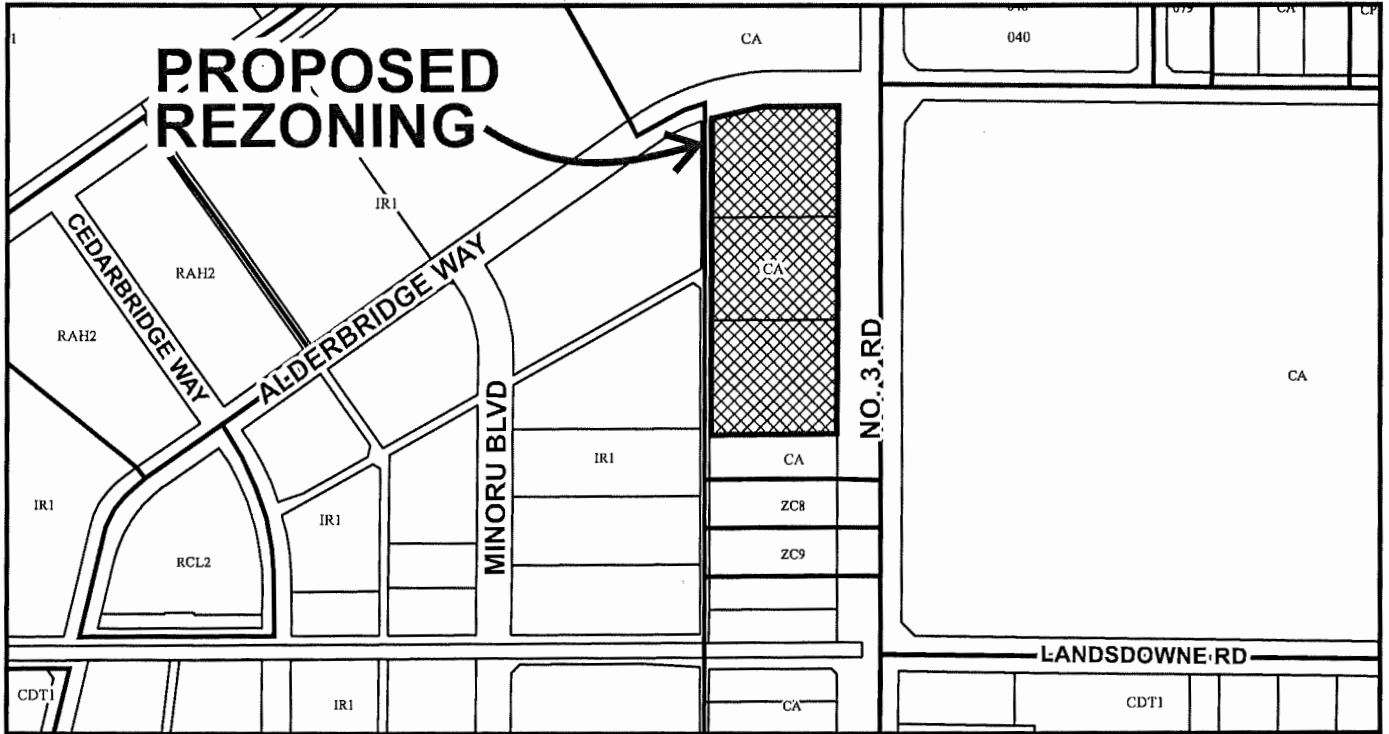


\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICE



# City of Richmond



RZ 15-692485

Original Date: 02/23/15

Revision Date:

Note: Dimensions are in METRES

CNCL - 448



**Development Permit Panel  
Wednesday, October 24, 2018**

Time: 3:30 p.m.  
Place: Council Chambers  
Richmond City Hall  
Present: John Irving, Acting Chair  
Victor Wei, Director, Transportation  
Peter Russel, Senior Manager, Sustainability and District Energy

The meeting was called to order at 3:30 p.m.

**Minutes**

It was moved and seconded

*That the minutes of the meeting of the Development Permit Panel held on September 26, 2018 be adopted.*

**CARRIED**

**1. DEVELOPMENT PERMIT 16-740262**  
(REDMS No. 5974941 v. 2)

APPLICANT: 0989705 B.C. Ltd.

PROPERTY LOCATION: 7960 Alderbridge Way and 5333 & 5411 No. 3 Road

**INTENT OF PERMIT:**

To permit the construction of a high-density, mixed-use development consisting of approximately 18,720 sq.m. (201,500 sq.ft.) of office and commercial floor area and approximately 822 residential units at 7960 Alderbridge Way and 5333 & 5411 No. 3 Road on a site zoned "City Centre High Density Mixed Use (ZMU34) – Lansdowne Village".

**Applicant's Comments**

Achim Charisius, GBL Architects, with the aid of a video presentation (copy on file, City Clerk's Office), provided background information on the project's site context and layout, design rationale, architectural form and character, vehicular access into the site, pedestrian entries and circulation within the site, and various uses of building and outdoor spaces within the site.



## **Development Permit Panel**

### **Wednesday, October 24, 2018**

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Mr. Charisius highlighted the following significant features of the project, among others:

- the proposed podium, mid-rise and tower form of development is intended for commercial, office and residential uses including affordable market rental, market rental and market strata units;
- the two open air mid-block pedestrian mews from No. 3 Road and one from the new north-south road lead to the internal courtyard plaza and provide an east-west pedestrian connection through the site;
- corner undercuts along No. 3 Road provide small plaza spaces for anchor tenants and weather protection;
- outdoor amenity areas are provided on various levels of the building; and
- tower balconies along the west facade have generous and varied balcony depths.

In addition, Mr. Charisius provided details on the project's indoor and outdoor amenity areas, sustainability features, proposed building materials, signage and wayfinding strategy, transportation management demand (TDM) measures, and proposed public art.

Chris Philips, PFS Studio., with the aid of a video presentation (copy on file, City Clerk's Office) briefed the Panel on the main landscaping features of the project, noting that (i) wide sidewalks are proposed along the street frontages, (ii) the courtyard plaza incorporates seating and landscaping and is surrounded by retail spaces at the edges to animate the space, (iii) public art is intended to be integrated into the plaza, (iv) lighting is incorporated into the pedestrian mews and the plaza, (v) a large outdoor amenity area is proposed on Level 3 podium rooftop for office workers and residents and common outdoor spaces are provided on the upper levels, and (vi) the potential public art plaza location is intended to be visible from the plaza and the west and east sides of the development, particularly from the Canada Line Skytrain.

#### **Staff Comments**

Wayne Craig, Director, Development noted that (i) there is a significant Servicing Agreement associated with the subject development for road improvements along No. 3 Road, the new east-west road and the new north-south road, (ii) there are 38 low-end market rental units and 115 market rental units with housing agreements adopted by Council, (iii) the proposed Transportation Demand Management (TDM) package includes four car share vehicles, bicycle end-of-trip facilities for commercial and office users as well as for residents, and a transit pass program for 100% of the low-end market rental units and 50 % of the market rental units, and (iv) 192 residential units are designed to meet the City's Basic Universal Housing (BUH) guidelines.

In addition, Mr. Craig noted that the project has paid particular attention to mitigate aircraft noise as well as noise generated by the Canada Line Skytrain.

In closing, Mr. Craig clarified that project's proposed public art will be approved through a separate process and the development permit approval does not approve any particular public art piece.

## **Development Permit Panel**

### **Wednesday, October 24, 2018**

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#### **Panel Discussion**

In reply to a query from the Panel, Mr. Charisius acknowledged that electric vehicle charging is provided on three levels of parking.

In reply to a related query from the Panel, Mr. Craig confirmed that the City's current Zoning Bylaw requires that all residential parking stalls be provided with electric vehicle charging outlets; however, there is a grandfather provision for in-stream development permit applications depending on when a Building Permit is obtained.

In reply to further queries from the Panel, Mr. Charisius noted that (i) the proposed public art piece is intended to be visible not only from the courtyard plaza but also from the Canada Line Skytrain, (ii) retail components around the pedestrian plaza include small-scale convenience retail and food and beverage establishments to animate the space and draw people into the plaza, (iii) residents and office workers will have access to the second level overlooking the plaza, (iv) there are no retail components on the second level, (v) the east-west pedestrian connection is publicly accessible and open 24 hours a day, seven times a week, although there will be changes in lighting conditions after business hours, (vi) the larger component of the indoor amenity space will be for shared use of market strata and low-end market rental housing units; however, a smaller component of the proposed indoor amenity space is allocated for exclusive use of tenants of market rental units, and (vii) the green roofs on top of the towers are not accessible.

In reply to a further query from the Panel, Mr. Charisius noted that the massing of the west façade is visually broken down through introducing gently curving podium "ribbon" balconies and different colour/material themes for the towers, among others.

#### **Gallery Comments**

None.

#### **Correspondence**

None.

#### **Panel Discussion**

The Panel expressed support for the project, noting that (i) the applicant was able to come up with a high-density mixed use development despite the building height restrictions and amount of road dedication on the subject site, (ii) the project design is well thought out, and (iii) the project is pedestrian-friendly and transit-oriented.

## Development Permit Panel

### Wednesday, October 24, 2018

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#### Panel Decision

It was moved and seconded

*That a Development Permit be issued which would permit the construction of a high-density, mixed-use development consisting of approximately 18,720 m<sup>2</sup> (201,500 ft<sup>2</sup>) of office and commercial floor area and approximately 822 residential units at 7960 Alderbridge Way and 5333 & 5411 No. 3 Road on a site zoned "City Centre High Density Mixed Use (ZMU34) – Lansdowne Village".*

**CARRIED**

#### 2. **DEVELOPMENT PERMIT 17-794280** (REDMS No. 5987886 v. 3)

APPLICANT: Ciccozzi Architecture Inc.

PROPERTY LOCATION: 4008 Stolberg Street

INTENT OF PERMIT:

To permit the construction of a 196-unit apartment complex at 4008 Stolberg Street on a site zoned "Low Rise Apartment (ZLR22) – Alexandra Neighbourhood (West Cambie)".

#### **Applicant's Comments**

Robert Ciccozzi, Ciccozzi Architecture Inc., provided background information on the proposed development, noting that (i) two 4-storey wood frame buildings comprising of 196 units over below-grade parkade are proposed, (ii) 20 units will have Basic Universal Housing (BUH) features, (iii) all parking spaces are provided with Level 2 electric vehicle charging outlets, (iv) the East Coast contemporary design of the buildings fits into the neighbourhood, (v) brick is proposed as primary base material for the buildings, and (vi) the building massing is broken down through the use of materials, colours and recesses on the building façade.

In addition, Mr. Ciccozzi noted that (i) a maximum of 1.2 meters in height difference between sidewalk and patios is proposed along the street frontages, (ii) height of building roofs are raised at the entrances and corners to accentuate them, and (iii) each building is provided with an indoor amenity area.

Mr. Ciccozzi also advised that the applicant has addressed the comments of the Advisory Design Panel including, among others, (i) increasing the size of the entry plaza between buildings facing Stolberg Street, and (ii) introducing architectural and landscaping treatments to the parkade ramp and garbage and recycling loading area to provide visual interest and create a plaza-like feel to the space.

Daryl Tyacke, ETA Landscape Architecture, briefed the Panel on the main landscaping features of the project and highlighted the following:

## **Development Permit Panel**

### **Wednesday, October 24, 2018**

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- the public realm is animated through the brick and concrete retaining walls along the street frontages punctuated by stairways leading from the street to the residential units;
- the large central courtyard on top of the parking podium provides a series of zones consisting of active and passive spaces;
- the amenity room in each building spills out into the outdoor amenity area;
- a series of staggered walkways are proposed along the rear of the site; and
- dense planting is proposed along the west and east sides of the development to provide screening to the street and adjacent developments.

#### **Staff Comments**

Mr. Craig noted that (i) the project will connect to the Alexandra District Energy Utility (DEU) facility, (ii) the development will meet the requirements for the City's Aircraft Noise Policy, (iii) the majority of road frontages were improved through the Servicing Agreements associated with the rezoning of the subject site, and (iv) there will be work orders for minor frontage adjustments to accommodate the project.

#### **Panel Discussion**

In reply to queries from the Panel, Mr. Ciccozzi acknowledged that (i) the retaining wall along the Stolberg Street frontage and the other three sides of the development will be clad in brick, (ii) a fence along the east property line and berm landscaping provide an appropriate interface with the development to the east, (iii) garbage and recycling rooms are located in the parkade and the garbage and recycling bins will be brought up to the loading area for pick-up, and (iv) the proposed surface paving treatment of the loading area help create a plaza-like feel for the space.

#### **Gallery Comments**

None.

#### **Correspondence**

None.

#### **Panel Discussion**

The Panel expressed support for the project, noting that the proposed central courtyard is well designed and the project fits well with its site context.

**Development Permit Panel**  
**Wednesday, October 24, 2018**

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**Panel Decision**

It was moved and seconded

*That a Development Permit be issued which would permit the construction of a 196-unit apartment complex at 4008 Stolberg Street on a site zoned "Low Rise Apartment (ZLR22) – Alexandra Neighbourhood (West Cambie)".*

**CARRIED**

**3. Date of Next Meeting: November 18, 2018**

**4. Adjournment**

It was moved and seconded

*That the meeting be adjourned at 4:25 p.m.*

**CARRIED**

Certified a true and correct copy of the  
Minutes of the meeting of the  
Development Permit Panel of the Council  
of the City of Richmond held on  
Wednesday, October 24, 2018.

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John Irving  
Acting Chair

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Rustico Agawin  
Committee Clerk



# City of Richmond

## Report to Council

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<b>To:</b>	Richmond City Council	<b>Date:</b>	November 6, 2018
<b>From:</b>	John Irving Chair, Development Permit Panel	<b>File:</b>	01-0100-20-DPER1- 01/2018-Vol 01
<b>Re:</b>	<b>Development Permit Panel Meetings Held on October 24, 2018 and June 13, 2018</b>		

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### Staff Recommendation

1. That the recommendation of the Panel to authorize the issuance of:
  - a) A Development Permit (DP 16-740262) for the property at 7960 Alderbridge Way and 5333 & 5411 No. 3 Road; and
  - b) A Development Permit (DP 17-782861) for the property at 5660, 5680 and 5700 Williams Road;

be endorsed, and the Permit so issued.

John Irving  
Chair, Development Permit Panel  
(604-276-4140)

SB:blg



### Panel Report

The Development Permit Panel considered the following item at its meeting held on October 24, 2018 and June 13, 2018.

DP 16-740262 – 0989705 B.C. LTD. – 7960 ALDERBRIDGE WAY AND  
5333 & 5411 NO. 3 ROAD  
(October 24, 2018)

The Panel considered a Development Permit application to permit the construction of a high-density, mixed-use development consisting of approximately 18,720 m<sup>2</sup> (201,500 ft<sup>2</sup>) of office and commercial floor area and approximately 822 residential units on a site zoned “City Centre High Density Mixed Use (ZMU34) – Lansdowne Village”. No variances are included in the proposal.

Architect, Achim Charisius, of GBL Architects; and Landscape Architect, Chris Philips, of PFS Studio, provided a brief presentation, noting that:

- The proposed podium, mid-rise and tower form of development is intended for commercial, office and residential uses including affordable market rental, market rental and market strata units.
- The two open air mid-block pedestrian mews from No. 3 Road and one from the new north-south road lead to the internal courtyard plaza and provide an east-west pedestrian connection through the site.
- Building recesses along No. 3 Road provide small plaza spaces for anchor tenants and weather protection.
- Outdoor amenity areas are provided on various levels of the building.
- Tower balconies along the west facade have generous and varied balcony depths.
- The courtyard plaza incorporates seating and landscaping and is surrounded by retail spaces at the edges to animate the space.
- Public Art is intended to be integrated into the plaza.
- Lighting is incorporated into the pedestrian mews and the plaza.
- A large outdoor amenity area is proposed on Level 3 podium rooftop for office workers and residents and common outdoor spaces are provided on the upper levels.
- The potential Public Art plaza location is intended to be visible from the plaza and the west and east sides of the development, particularly from the Canada Line Skytrain.

Staff noted that: (i) there is a significant Servicing Agreement associated with the subject development for road improvements along No. 3 Road, the new east-west road, and the new north-south road; (ii) there are 38 low-end market rental units and 115 market rental units with housing agreements adopted by Council; (iii) the proposed Transportation Demand Management (TDM) package includes four car share vehicles, bicycle end-of-trip facilities for commercial and office users, as well as for residents, and a transit pass program for 100% of the low-end market rental units and 50 % of the market rental units; (iv) 192 residential units are designed to meet the City’s Basic Universal Housing (BUH) guidelines; (v) the project has paid particular attention to mitigate aircraft noise, as well as noise generated by the Canada Line Skytrain; and

(vi) the project's proposed Public Art will be approved through a separate process and the Development Permit approval does not approve any particular Public Art piece.

In response to Panel queries, Mr. Charisius acknowledged that: (i) electric vehicle charging is provided on three levels of parking; (ii) the proposed Public Art location is intended to be visible from the courtyard plaza and the Canada Line Skytrain; (iii) retail components around the pedestrian plaza include retail and food and beverage units to animate the space; (iv) residents and office workers will have access to the second level overlooking the plaza; (v) there are no retail components on the second level; (vi) the east-west pedestrian connection is publicly accessible and open 24 hours a day, seven times a week, although lighting conditions would change after business hours; (vii) the larger component of the indoor amenity space will be for shared use of market strata and low-end market rental housing units; however, a smaller component is allocated for exclusive use of tenants of market rental units; (viii) the green roofs on top of the towers are not accessible; and (ix) the massing of the west façade is visually broken down through introducing gently curving podium "ribbon" balconies and different colour/material themes for the towers, among others.

In response to a Panel query, staff confirmed that the City's current Zoning Bylaw requires that all residential parking stalls be provided with electric vehicle charging outlets; however, there is a grandfather provision for in-stream Development Permit applications, depending on when a Building Permit is obtained.

The Panel expressed support for the project, noting that: (i) the applicant was able to come up with a high-density mixed-use development despite the building height restrictions and amount of road dedication on the subject site; (ii) the project design is well thought out; and (iii) the project is pedestrian-friendly and transit-oriented.

No correspondence was submitted to the Development Permit Panel regarding the application.

The Panel recommends that the Permit be issued.

DP 17-782861 – KONIC DEVELOPMENT – 5660, 5680 AND 5700 WILLIAMS ROAD  
(June 13, 2018)

The Panel considered a Development Permit application to permit the construction of six back-to-back duplexes on a site zoned "Two-Unit Dwelling (ZD5) – Steveston/Williams". No variances are included in the proposal.

Architect, Jiang Zhu, of Imperial Architecture; and Landscape Architect, Meredith Mitchell, of M2 Landscape Architecture; provided a brief presentation, noting that:

- Six duplex lots are proposed for the project, with each duplex lot containing a street-fronting and a rear duplex unit for a total of 12 duplex units.
- The duplex units have been designed to resemble a single-family home to fit into a predominantly single-family neighbourhood.
- The proposed setbacks, height and massing of the duplex units will not result in significant shadowing to neighbouring properties.

- The design of the duplex buildings has been revised to achieve variation in appearance.
- An existing Monkey Puzzle tree will be retained and relocated on-site.
- Pedestrian crossings and pathways are identified through variation in paving treatment.
- Three convertible duplex units are proposed.
- The project has been designed to achieve EnerGuide 82 rating by providing, among others, air source heat pump units and introducing other sustainability features.

In response to Panel queries, the design team confirmed that: (i) the western duplex buildings are setback from the fence along the west property line by 4 ft.; (ii) the applicant would consider the suggestion to extend the pedestrian walkways in the middle portion of the internal drive aisles northward to connect with the curvy walkways; (iii) Scotch Moss, a shade tolerant and low groundcover, is proposed to be planted in spaces between the property lines of duplex lots; and (iv) there are currently no back doors provided in the garages to access the condenser units, but the applicant would consider adding back doors in the garages.

Dan Rusen, of 10079 Lawson Drive, addressed the Panel, expressing concern that the subject site, which is contiguous to his property, is unsightly as it is overrun with weeds, bushes and invasive plant species. He noted that the overgrowth of plants and trees in the subject site has damaged his backyard fence. He acknowledged that upon his request, the developer has cut down the plants and trees; however, they have survived and resumed growth. Considering the current condition of the subject site, he is requesting the developer, through the Panel, to completely clean up the site which is being inhabited by small wild animals. He highlighted the need for the developer to promptly act upon his request as the current condition of the subject site has devalued his property.

In response to a query from the Panel, Ms. Mitchell advised that the developer could engage a Qualified Environmental Professional (QEP) or herself to monitor the proper removal of invasive species in the subject site.

Staff noted that staff would work with the applicant to address the matter and that there is a Servicing Agreement associated with the project for frontage improvements along Williams Road and site services connections.

The Panel expressed support for the project, noting that the applicant should work with staff to: (i) consider providing back doors in garages to facilitate the maintenance of condenser units at the back of garages; (ii) consider extending northward the pedestrian walkways on the middle portion of the internal drive aisles to connect with the curvy walkways; and (iii) address the removal of invasive species in the subject property.

All three items were addressed subsequent to the Panel meeting and the associated Development Permit plans have been updated to reflect the requested changes.

No correspondence was submitted to the Development Permit Panel regarding the application.

The Panel recommends that the Permit be issued.