

Agenda

City Council Electronic Meeting

Council Chambers, City Hall 6911 No. 3 Road Tuesday, November 14, 2023 7:00 p.m.

Pg. # ITEM

MINUTES

- 1. Motion to:
- CNCL-14 (1) adopt the *minutes* of the Regular Council meeting held on Monday, October 23, 2023; and
- CNCL-23 (2) receive for information the Metro Vancouver 'Board in Brief' dated October 27, 2023.

AGENDA ADDITIONS & DELETIONS

- 2. APPOINTMENT OF COUNCIL MEMBERS TO EXTERNAL REGIONAL ORGANIZATIONS
 - (a) Appointment of Council alternate to the **Translink Mayors' Council** until November 12, 2024.

(b) Appointment of Council representative to the **Richmond Olympic Oval Corporation** until November 12, 2024.

- (c) Appointment of Council representative and alternate to the **Steveston Harbour Authority Board (SHAB)**, until their next Annual General Meeting of the SHAB in 2024.
- 3. NAMING OF STANDING COMMITTEES AND THEIR COMPOSITION BY THE MAYOR
- 4. APPOINTMENT OF MEMBERS OF COUNCIL (AND THEIR ALTERNATES) AS THE LIAISONS TO CITY ADVISORY COMMITTEES AND ORGANIZATIONS

Appointment of Council liaisons (and where applicable, their alternates) to City Advisory Committees and Organizations until November 12, 2024:

- (a) Accessibility Advisory Committee
- (b) Advisory Committee on the Environment;
- (c) Child Care Development Advisory Committee;
- (d) Council/School Board Liaison Committee;
- (e) Economic Advisory Committee;
- (f) Food Security and Agricultural Advisory Committee;
- (g) Heritage Commission;
- (h) Minoru Centre for Active Living Program Committee;
- (i) Richmond Centre for Disability;

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- (j) Richmond Chamber of Commerce;
- (k) Richmond Community Services Advisory Committee;
- *(l)* Richmond Intercultural Advisory Committee;
- (m) Richmond Public Art Advisory Committee;
- (*n*) Richmond Sister City Advisory Committee;
- (o) Richmond Sports Council;
- (p) Richmond Sports Wall of Fame Nominating Committee;
- (q) Seniors Advisory Committee;
- (r) Steveston Historic Sites Building Committee; and
- (s) Vancouver Coastal Health/Richmond Health Services Local Governance Liaison Group.

5. APPOINTMENT OF MEMBERS OF COUNCIL AS LIAISONS TO COMMUNITY ASSOCIATIONS

Appointment of Council liaisons (and where applicable, their alternates) to Community Associations until November 12, 2024:

- (a) City Centre Community Association;
- (b) East Richmond Community Association;
- (c) Hamilton Community Association;
- (d) Richmond Arenas Community Association;
- (e) Richmond Art Gallery Association;
- (f) Richmond Fitness and Wellness Association;
- (g) Sea Island Community Association;
- (*h*) South Arm Community Association;

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- (i) Thompson Community Association; and
- (j) West Richmond Community Association.

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

Appointment of Council liaisons (and where applicable, their alternates) to various Boards until November 12, 2024:

- (a) Aquatic Services Board;
- (b) Museum Society Board;
- (c) Richmond Gateway Theatre Society Board; and
- (d) Richmond Public Library Board.

7. APPOINTMENT OF MEMBERS OF COUNCIL AS LIAISONS TO VARIOUS SOCIETIES/COMPANIES

Appointment of Council liaisons (and where applicable, their alternates) to various Societies until November 12, 2024:

- (a) Britannia Heritage Shipyard Society;
- (b) Gulf of Georgia Cannery Society;
- (c) London Heritage Farm Society;
- (d) Lulu Island Energy Company;
- (e) Minoru Seniors Society;
- (f) Richmond Nature Park Society;

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- (g) Steveston Community Society; and
- (*h*) Steveston Historical Society.

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

RECOMMENDATION

That the members of the Public Works & Transportation Committee be appointed as the Parcel Tax Roll Review Panel for Local Area Services until November 12, 2024.

 APPOINTMENT OF ACTING MAYORS FROM NOVEMBER 15, 2023 TO NOVEMBER 12, 2024

COMMITTEE OF THE WHOLE

- 10. Motion to resolve into Committee of the Whole to hear delegations on agenda items.
- 11. 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. 24.

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12. 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
- Richmond Arts Facilities Needs Assessment
- Steveston Community Centre And Library Signature Outdoor Artwork Concept Proposal
- Steveston Heritage Interpretive Framework
- 2024 District Energy Utility Rates
- 2024 Utility Budgets And Rates
- Land use applications for first reading (to be further considered at the Public Hearing on December 18, 2023):
 - 8120 And 8140 No. 1 Road Rezone From Single Detached (RS1/E)" Zone To The "Low Density Townhouses (RTL4)" Zone (Terra 8120 Number 1 Road Limited Partnership – applicant)
 - 11831/11833 Seabrook Crescent Rezone From Single Detached (RS1/E)" Zone To The "Single Detached (Rs2/B)" Zone (Navreet Gill – applicant)
- 13. Motion to adopt Items No. 14 through No. 21 by general consent.

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Consent Agenda Item	14.	14.	COMMITTEE MINUTES That the minutes of:			
	CNCL-38		(1)	the <mark>Parks, Recreation and Cultural Services Committee</mark> meeting held on October 24, 2023;		
	CNCL-42		(2)	the <mark>Finance Committee</mark> meeting held on November 6, 2023;		
	CNCL-45		(3)	the General Purposes Committee meeting held on November 6, 2023;		

- e meeting held on November 6, 2023; (3) and
- the Planning Committee meeting held on November 7, 2023; (4) (distributed separately)

be received for information.

Consent Agenda Item

15. **RICHMOND ARTS FACILITIES NEEDS ASSESSMENT** (File Ref. No. 11-7000-11-01) (REDMS No. 7367861)

CNCL-52

See Page CNCL-52 for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION

- (1) That the proposed scope of work for the Richmond Arts Facilities Needs Assessment as presented in the report titled, "Richmond Arts Facilities Needs Assessment," dated September 6, 2023, from the Director, Arts, Culture and Heritage Services, be endorsed; and
- That a one-time funding of \$75,000 be taken from Council (2) Contingency Fund to initiate the Richmond Arts Facilities Needs Assessment.

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Consent Agenda Item		16.	STEVESTON COMMUNITY CENTRE AND LIBRARY SIGNATURE OUTDOOR ARTWORK CONCEPT PROPOSAL (File Ref. No. 11-7000-09-20-334) (REDMS No. 7367419)
	CNCL-57		See Page CNCL-57 for full report
			PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION
			That the Concept Proposal for the Steveston Community Centre and Library Signature Outdoor Artwork as presented in the report titled, "Steveston Community Centre and Library Signature Outdoor Artwork Concept Proposal," dated September 6, 2023, from the Director, Arts, Culture and Heritage Services, be approved.
Consent Agenda Item		17.	STEVESTON HERITAGE INTERPRETIVE FRAMEWORK (File Ref. No. 11-7141-01) (REDMS No. 7359279)
	CNCL-86		See Page CNCL-86 for full report
			PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION
			That the Steveston Heritage Interpretive Framework as detailed in the staff report titled "Steveston Heritage Interpretive Framework," dated September 15, 2023, from the Director, Arts, Culture and Heritage Services be endorsed for the purpose of guiding the future development of interpretive programs, exhibits and initiatives in Steveston.

Consent Agenda Item

18. **2024 DISTRICT ENERGY UTILITY RATES** (File Ref. No. 01-0060-20-LIEC1) (REDMS No. 7325221)

CNCL-106

See Page CNCL-106 for full report

FINANCE COMMITTEE RECOMMENDATION

(1) That the Alexandra District Energy Utility Bylaw No. 8641, Amendment Bylaw No. 10487 be introduced and given first, second and third readings;

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- (2) That the Oval Village District Energy Utility Bylaw No. 9134, Amendment Bylaw No. 10488 be introduced and given first, second and third readings; and
- (3) That the City Centre District Energy Utility Bylaw No. 9895, Amendment Bylaw No. 10489 be introduced and given first, second and third readings.



19. 2024 UTILITY BUDGETS AND RATES

(File Ref. No. 10-6000-01) (REDMS No. 7368994)

CNCL-128

See Page CNCL-128 for full report

FINANCE COMMITTEE RECOMMENDATION

That the 2024 utility budgets, as presented in Option 3 for Water (page 7), Option 3 for Sewer (page 14), Option 3 for Flood Protection (page 25), and Option 2 for Solid Waste and Recycling (page 27), as outlined in the staff report titled, "2024 Utility Budgets and Rates", dated October 4, 2023, from the General Manager, Engineering and Public Works and the General Manager, Finance and Corporate Services, be approved as the basis for establishing the 2024 utility rates and included in the Consolidated 5 Year Financial Plan (2024-2028).

Consent Agenda Item 20. APPLICATION BY TERRA 8120 NUMBER 1 ROAD LIMITED PARTNERSHIP FOR REZONING AT 8120 AND 8140 NO. 1 ROAD FROM THE "SINGLE DETACHED (RS1/E)" ZONE TO THE "LOW DENSITY TOWNHOUSES (RTL4)" ZONE (File Ref. No. RZ 21-945869) (REDMS No. 7401059)

CNCL-169

See Page CNCL-169 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10498, for the rezoning of 8120 and 8140 No. 1 Road from the "Single Detached (RS1/E)" zone to the "Low Density Townhouses (RTL4)" zone, be introduced and given first reading.

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Consent Agenda Item 21. APPLICATION BY NAVREET GILL FOR REZONING AT 11831/11833 SEABROOK CRESCENT FROM THE "SINGLE DETACHED (RS1/E)" ZONE TO THE "SINGLE DETACHED (RS2/B)" ZONE (File Ref. No. RZ 22-010976) (REDMS No. 7409688)

CNCL-201

See Page CNCL-201 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10510, for the rezoning of 11831/11833 Seabrook Crescent from the "Single Detached (RS1/E)" zone to the "Single Detached (RS2/B)" zone, be introduced and given first reading.

CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

NON-CONSENT AGENDA ITEMS

GENERAL PURPOSES COMMITTEE Mayor Malcolm D. Brodie, Chair

Pg. # ITEM 22. POTENTIAL LEASE EXTENSION AMENDMENT AGREEMENT FOR 6999 ALDERBRIDGE WAY SUPPORTIVE HOUSING (File Ref. No. 06-2280-20-356) (REDMS No. 7414706)

CNCL-219

See Page CNCL-219 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed: Cllr. Au

- (1) That the current ground lease with the Provincial Rental Housing Corporation ("PRHC") for the Alderbridge Supportive Housing, located on City property at 6999 Alderbridge Way, be extended for a period of approximately three and a half years from the expiry of the current ground lease until December 31, 2027, as per the terms outlined in the staff report titled "Potential Lease Extension Amendment Agreement for 6999 Alderbridge Way Supportive Housing" dated October 12, 2023 from the Director, Community Social Development and Director, Real Estate Services; and
- (2) That staff be authorized to take all necessary steps to negotiate an extension to the lease extension amendment agreement for the Alderbridge Supportive Housing and that the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to execute such amending agreement and all related documentation.

FINANCE AND CORPORATE SERVICES AND ENGINEERING AND PUBLIC WORKS DIVISIONS

23. 2024 UTILITY RATE AMENDMENT BYLAWS (File Ref. No. 10-6050-01) (REDMS No. 7439811)

CNCL-225

See Page CNCL-225 for full report

STAFF RECOMMENDATION

That each of the following bylaws be introduced and given first, second, and third readings:

- (a) Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 10502;
- (b) Flood Protection Bylaw No. 10426, Amendment Bylaw No. 10499;

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- (c) Sanitary Sewer Bylaw No. 10427, Amendment Bylaw No. 10500; and
- (d) Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 10501.

PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

- CNCL-244 Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10486 Opposed at 1st/2nd/3rd Readings – None.
- CNCL-296 Housing Agreement (10140, 10160 and 10180 No 1 Road and 4051 and 4068 Cavendish Drive) Bylaw No. 10490 Opposed at 1st/2nd/3rd Readings – None.

DEVELOPMENT PERMIT PANEL

24. RECOMMENDATION

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

CNCL-321 CNCL-363 (1) That the minutes of the Development Permit Panel meeting held on October 25, 2023, and the Chair's report for the Development Permit

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Panel meeting held on January 27, 2021, be received for information; and

(2) That the recommendations of the Panel to authorize the issuance of a Development Permit (DP 19-870332) for the property at 7391 Moffatt Road, be endorsed and the Permit so issued.

ADJOURNMENT



Minutes

Regular Council

Monday, October 23, 2023

Place:	Council Chambers Richmond City Hall
Present:	Mayor Malcolm D. Brodie Councillor Chak Au Councillor Carol Day Councillor Laura Gillanders Councillor Alexa Loo Councillor Bill McNulty Councillor Michael Wolfe Corporate Officer – Claudia Jesson
Absent:	Councillor Kash Heed Councillor Andy Hobbs
Call to Order:	Mayor Brodie called the meeting to order at 7:00 p.m.
RES NO. ITEM	

MINUTES

R23/18-1 1.

It was moved and seconded *That:*

- (1) the minutes of the Regular Council meeting held on October 10, 2023, be adopted as circulated;
- (2) the minutes of the Special Council meeting held on October 16, 2023, be adopted as circulated; and
- (3) the minutes of the Regular Council meeting for Public Hearings held on October 16, 2023, be adopted as circulated.

CARRIED

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Regular Council Monday, October 23, 2023

COMMITTEE OF THE WHOLE

R23/18-2 2. It was moved and seconded *That Council resolve into Committee of the Whole to hear delegations on agenda items (7:01 p.m.).*

CARRIED

Minutes

- 3. Delegations from the floor on Agenda items None.
- R23/18-3 4. It was moved and seconded *That Committee rise and report (7:02 p.m.).*

CARRIED

CONSENT AGENDA

R23/18-4 5. It was moved and seconded *That Items No. 6 through No. 9 and 11 through 15 be adopted by general consent.*

CARRIED

6. COMMITTEE MINUTES

That the minutes of:

- (1) the Community Safety Committee meeting held on October 11, 2023;
- (2) the General Purposes Committee meeting held on October 16, 2023;
- (3) the Planning Committee meeting held on October 17, 2023;
- (4) the Public Works and Transportation Committee meeting held on October 18, 2023; and
- (5) the Council/School Board Liaison Committee meeting held on September 13, 2023;

be received for information.

ADOPTED ON CONSENT

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7. SEASONAL PATIO - 0873663 BC LTD DBA: COUNTRY VINES WINERY – 12900 STEVESTON HWY

(File Ref. No. 12-8275-30-001) (REDMS No. 7375489)

- (1) That the application from 0873663 BC Ltd doing business as: Country Vines Winery, for an addition of two Seasonal Patios for a Farm Based Winery with a Manufacturers Liquor Licence requesting:
 - (a) An addition of a Seasonal Patio area to permit outdoor wine tasting between April 1 and October 31, each year, with 15 seats; and
 - (b) A second Seasonal Patio area for private bookings between April 1 and October 31, each year for 4 seats; and
 - (c) Total person capacity to remain the same at 65 occupants;

be endorsed; and

(2) That the Country Vines Winery's transfer from a Temporary Outdoor Patio (TOP) to a Seasonal Patio Permit be approved.

ADOPTED ON CONSENT

8. **DRAFT RICHMOND ACCESSIBILITY PLAN 2023–2033** (File Ref. No. 01-0370-20-008, XR: 07-3190-01, 08-4055-05) (REDMS No. 7286442, 7407222)

- (1) That the draft Richmond Accessibility Plan 2023–2033, as outlined in the staff report titled "Draft Richmond Accessibility Plan 2023–2033" dated September 15, 2023 from the Director, Community Social Development, be approved;
- (2) That staff be authorized to seek public feedback on the draft Richmond Accessibility Plan for the purposes of finalizing the plan; and
- (3) That staff report back to City Council with the final Richmond Accessibility Plan, including a summary of the public feedback received.

ADOPTED ON CONSENT



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9. SPONSORSHIP - CITY OF WAKAYAMA (File Ref. No. 01-0135-04-02.) (REDMS No. 7413946)

- (1) That the City of Richmond sponsor a dinner for the delegation and host clubs in celebration of the 50th Anniversary of Richmond Twinning with Wakayama, Japan; and
- (2) That the sponsorship of the Sayanara Dinner for \$5,000 be taken from the Council contingency account.

ADOPTED ON CONSENT

10. APPLICATION BY PATI YIK OF KENNON CONSTRUCTION FOR REZONING AT 10840/10860 BONAVISTA GATE FROM THE "TWO-UNIT DWELLINGS (RD1)" ZONE TO THE "SINGLE DETACHED (RS2/C)" ZONE (File Ref. No. 12-8060-20-010497, RZ 22-011063) (REDMS No. 7349947, 7392013)

See page 7 for action on this item.

11. HOUSING AGREEMENT BYLAW NO. 10490 TO PERMIT THE CITY OF RICHMOND TO SECURE AFFORDABLE HOUSING UNITS AT 10140, 10160, 10180 NO. 1 ROAD AND 4051 CAVENDISH DRIVE (File Ref. No. 08-4057-05) (REDMS No. 7280785, 7348443, 7351608)

That Housing Agreement (10140, 10160, 10180 No. 1 Road and 4051 Cavendish Drive) Bylaw No. 10490 to permit the City to enter into a Housing Agreement substantially in the form attached hereto, in accordance with requirements of Section 483 of the Local Government Act, to secure the affordable housing units required by Rezoning application RZ 18-820669 and Development Permit DP 21-940028 be introduced and given first, second and third readings.

ADOPTED ON CONSENT

12. COMMERCIAL RECYCLING SERVICES REVIEW (File Ref. No. 10-6370-01) (REDMS No. 7358334, 7355228)

(1) That Option 2, as outlined in the staff report titled "Commercial Recycling Services Review" dated September 12, 2023 be endorsed; and





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(2) That staff prepare amendments to the Solid Waste and Recycling Regulation Bylaw No. 6803 to remove commercial service options.

ADOPTED ON CONSENT

13. SAFETY MEASURES FOR HEAVY TRUCKS (File Ref. No. 10-6360-20-01) (REDMS No. 7323952)

- (1) That staff report titled "Safety Measures for Heavy Trucks", dated September 20, 2023, from the Director, Public Works Operations and Director, Transportation be received for information;
- (2) That staff continue to review options to improve truck safety; and
- (3) That the report be forwarded to the Council/School Board Liaison Committee.

ADOPTED ON CONSENT

14. IONA ISLAND WASTEWATER TREATMENT PLANT – UPDATE SEPTEMBER 2023

(File Ref. No. 10-6400-08-02) (REDMS No. 7388562, 6357529)

That the proposed comments for the use of barges as the primary mode of transportation for construction materials and equipment for the Iona Island Wastewater Treatment Plant Upgrade project, as outlined in the staff report titled "Iona Island Wastewater Treatment Plant – Update September 2023," dated September 22, 2023 from the Director, Engineering be endorsed for submission to Metro Vancouver.

ADOPTED ON CONSENT

It was requested that maps related to the proposed Iona Island Wastewater Treatment Plant be updated to reflect loading locations. (Copy on file)

Minutes



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15. UBCM COMMUNITY EMERGENCY PREPAREDNESS FUND: 2023/24 DISASTER RISK REDUCTION – CLIMATE ADAPTATION GRANT APPLICATION

(File Ref. No. 03-1087-36-01, XR: 10-6060-01) (REDMS No. 7349699)

- (1) That the application to the Community Emergency Preparedness Fund, Disaster Risk Reduction – Climate Adaptation funding stream as outlined in the staff report titled "UBCM Community Emergency Preparedness Fund: 2023/24 Disaster Risk Reduction – Climate Adaptation Grant Application" dated September 13, 2023 from the Director, Engineering be endorsed;
- (2) That should the grant application be successful, the Chief Administrative Officer and the General Manager, Engineering and Public Works, be authorized on behalf of the City to negotiate and execute funding agreements with UBCM for the above mentioned projects; and
- (3) That should the grant application be successful, capital projects of \$150,000 for the Nature-Based Flood Protection Solutions Assessment, \$150,000 for Emergency Flood Protection Equipment, and \$2,500,000 for Dike Rehabilitation be approved with funding from the external grant, as outlined in the staff report titled "UBCM Community Emergency Preparedness Fund: 2023/24 Disaster Risk Reduction – Climate Adaptation Grant Application" dated September 13, 2023 from the Director, Engineering, and be included in the Consolidated 5 Year Financial Plan (2024-2028) accordingly.

ADOPTED ON CONSENT

CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

10. APPLICATION BY PATI YIK OF KENNON CONSTRUCTION FOR REZONING AT 10840/10860 BONAVISTA GATE FROM THE "TWO-UNIT DWELLINGS (RD1)" ZONE TO THE "SINGLE DETACHED (RS2/C)" ZONE

(File Ref. No. 2-8060-20-010497, RZ 22-011063) (REDMS No. 7349947, 7392013)

R23/18-5 It was moved and seconded



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That Richmond Zoning Bylaw 8500, Amendment Bylaw 10497, for the rezoning of 10840/10860 Bonavista Gate from the "Two-Unit Dwellings (RD1)" zone to the "Single Detached (RS2/C)" zone, be introduced and given first reading.

The question on the motion was not called as discussion ensued with respect to (i) retention of current duplex supply and increasing stock of duplexes, (ii) tree retention and replacement, (iii) secondary suites and (iv) reviewing the current city policy that allows duplexes to be rezoned to single family homes.

The question on the motion was then called and **CARRIED** with Cllrs. Gillanders and Wolfe opposed.

NON-CONSENT AGENDA ITEMS

GENERAL PURPOSES COMMITTEE Mayor Malcolm D. Brodie, Chair

16. **2024 COUNCIL AND COMMITTEE MEETING SCHEDULE** (File Ref. No. 01-0105-01) (REDMS No. 7373386, 7367802)

R23/18-6

- It was moved and seconded
 - (1) That the 2024 Council and Committee meeting schedule, as shown in Attachment 1 of the staff report dated October 3, 2023, from the Director, City Clerk's Office, be approved; and,
 - (2) That the following revisions as detailed in the staff report titled "2024 Council and Committee Meeting Schedule" dated October 3, 2023, from the Director, City Clerk's Office, be approved:
 - (a) That the Regular Council meetings (open and closed) of August 12 and August 26, 2024 be cancelled; and
 - (b) That the August 19, 2024 Public Hearing be rescheduled to September 3, 2024 at 7:00 p.m. in the Council Chambers at Richmond City Hall.

The question on the motion was not called as discussion ensued with respect to alternate options for the meeting schedule and tabling the matter until the next Council meeting.



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It was noted that the schedule can be adjusted by a Council resolution at any time.

As a result of the discussion the following referral motion was introduced:

R23/18-7 It was moved and seconded *That the report "2024 Council and Committee Meeting Schedule" report be tabled until the November 14, 2023 Council meeting.*

> DEFEATED Opposed: Mayor Brodie Cllrs. Au Loo McNulty

The question on the main motion was then called and **CARRIED** with Cllr. Day opposed.

BYLAWS FOR ADOPTION

R23/18-8 It was moved and seconded *That the following bylaws be adopted:*

Building Regulation Bylaw No. 7230, Amendment Bylaw No. 10467;

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

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

City Centre District Energy Utility Bylaw No. 9895 Bylaw No. 10473; and

Housing Agreement (4831 Steveston Highway) Bylaw No. 10484

CARRIED



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DEVELOPMENT PERMIT PANEL

- R23/18-9 17. It was moved and seconded
 - (1) That the minutes of the Development Permit Panel meeting held on October 12, 2023, and the Chair's report for the Development Permit Panel meetings held on October 12, 2023, be received for information; and
 - (2) That the recommendations of the Panel to authorize the issuance of a Development Permit (DV 23-024175) for the property located at 7151, 7211, 7231 & 7251 Bridge Street, be endorsed and the Permit so issued.

CARRIED

ADJOURNMENT

R23/18-10 It was moved and seconded *That the meeting adjourn (7:59 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 23, 2023.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)

metrovancouver.org

APPROVED

BOARD IN BRIEF

4515 Central Blvd, Burnaby, BC V5H 4J5

604-432-6200

For Metro Vancouver meetings on Friday, October 27, 2023

Please note these are not the official minutes. Board in Brief is an informal summary. Material relating to any of the following items is available on request from Metro Vancouver. For more information, please contact: media@metrovancouver.org.

Metro Vancouver Regional District

E1.1 Request for Sanitary Service Connection at 1565 200 Street and 19925 12 **APPROVED** Avenue, Township of Langley

The Township of Langley requested an extension of sewer services to 1565 200 Street and 19925 12 Avenue. The Board resolved that sewer service for those properties is generally consistent with the provisions of Metro 2050 and forwarded the requested amendment application to the GVS&DD Board for consideration.

E2.1 Waste-to-Energy Facility District Energy System Stage Gate

A district energy system for the Waste-to-Energy Facility will provide the opportunity to triple the energy recovery efficiency of the facility. The project will provide heat and hot water for up to 50,000 homes and reduce greenhouse gas emissions by up to 70,000 tonnes per year, equivalent to the ongoing emissions of approximately 15,000 automobiles.

The Board approved advancing the Waste-to-Energy Facility District Energy System as follows: Phase 1: Energy Centre and River District Hot Water Pipe System advancing to detailed design (Stage Gate 2); and Phase 2: Burnaby Metrotown and Edmonds Hot Water Pipe System advancing to preliminary design (Stage Gate 1).

E3.1 Strategic Industries Analytics Project: Discovering Opportunities in the Metro RECEIVED Vancouver Region's Export Industries Report

Invest Vancouver has gathered granular data covering export-oriented industries to support data-driven identification of economic development opportunities and to guide investment attraction efforts in the region. The project reveals the strong performance of the life sciences, digital media and entertainment, and high-tech services industries in the region. Granular data covering components of digital media and entertainment shows that content generation (production, post-production, and video game design, development, and publishing) is driving the growth in that industry. Similarly, high-tech services are powering growth in high-tech in the region. Invest Vancouver will use insights gained from the project in strategic planning and industry development efforts, while recognizing that this type of research is a starting point rather than the finish line.

The Board received the report for information.

CNCL - 23

CNCL - 24

E3.2 Regional Economic Development Strategy

Other levels of government and many of Metro Vancouver member jurisdictions have or are in the process of updating and developing economic development strategies. These strategies (often delivered with action plans) can help achieve goals as they relate to investment, trade, innovation, workforce development, capital deployment, and infrastructure. Currently, Invest Vancouver operates under the guidance of a number of base documents, such as the Metro Vancouver Regional Economic Prosperity Service Business Plan (2018), and a series of annual plans but without the guidance of a regional economic development strategy. Metro 2050, the regional growth strategy, provides some policy guidance for Metro Vancouver and member jurisdictions. A key 2024 deliverable will be a Regional Economic Development Strategy. This strategy is intended to guide and support Invest Vancouver, member jurisdictions, and the broader economic community to 2030.

The Board received the report for information.

E3.3 Investment Attraction Update – Third Quarter 2023

Invest Vancouver saw significant growth in leads during Q2 of 2023 with 54 prospects. As of June 30, the pipeline of prospective investors was 75 companies representing a potential 1,693 jobs and \$2.47 billion in investment. Given the high volume of prospects, the Invest Vancouver team reduced travel in Q3 to focus more attention on the growing roster of prospects. The current pipeline as of September 30 is 86 companies representing a potential 2,027 jobs and \$2.57 billion in investment potential. Invest Vancouver hosted or participated in five inbound delegations in Q3. The key performance indicators related to the strategic investment function include the value of new investment (\$ millions); number of jobs associated with investment; number of leads identified; and, percentage of leads identified within the seven priority industry clusters. The Board received the report for information.

E4.1 Regional Park at Cape Roger Curtis – Project Update and Phase II Engagement RECEIVED Summary

Metro Vancouver continues to work through the Bowen Island Municipality rezoning and Official Community Plan (OCP) amendment process required to allow for supervised overnight tent camping in the proposed regional park at Cape Roger Curtis. This report summarizes engagement activities and feedback received. On August 25, 2023, the Islands Trust Executive Committee resolved that the BIM rezoning and OCP amendment bylaws are contrary to or at variance with the Islands Trust Policy Statement. Through fall 2023, the BIM referral process will continue in advance of an anticipated second reading in November 2023.

The Board received the report for information.

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E4.2 Regional Parks Pilot Project to Permit Alcohol Consumption in 2024 – Update RECEIVED

At its June 7, 2023 meeting, the Regional Parks Committee passed a motion requesting that staff report back on the feasibility of a pilot project that would allow for the consumption of alcohol in specified areas of select regional parks in 2024.

Since that time, staff completed research to understand how other jurisdictions are addressing this trend locally. Staff determined that the current *Regional Parks Regulation Bylaw* would require amending to allow for general public alcohol consumption. Staff will report back early in 2024 with details of a recommended pilot project for a seasonal approach to allowing alcohol consumption next spring/summer in specific areas of select regional parks. In addition, staff will report back to ensure that our bylaw(s) provide the necessary legal authorization for the MVRD Board to permit alcohol consumption under the terms of the pilot project.

The Board received the report for information.

E5.1 Metro Vancouver External Agency Activities Status Report – October 2023 RECEIVED

The Board received for information the following summaries of Metro Vancouver representatives' activities at external organizations:

- Agricultural Advisory Committee
- Delta Heritage Airpark Management Committee
- Fraser Basin Council Lower Mainland Flood Management Strategy Leadership Committee
- Fraser Basin Council Society
- Fraser Valley Regional Library Board
- Howe Sound Biosphere Region Ocean Watch Action Committee
- Katzie Treaty Negotiation Table
- Lower Mainland Local Government Association
- Municipal Finance Authority of BC
- National Zero Waste Council
- Regional Parks Foundation
- Sasamat Volunteer Fire Department Board of Trustees
- Solid Waste and Recycling Industry Advisory Committee
- Solid Waste Management Plan Public/Technical Advisory Committee
- UBCM Indigenous Relations Committee
- Union of BC Municipalities
- Western Transportation Advisory Council
- Zero Emissions Innovation Centre

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G1.1 Development Cost Charge Engagement Update and Proposed Rate Bylaws APPROVED

In April 2023, the Metro Vancouver Board endorsed moving toward a one-per-cent assist factor for water and liquid waste development cost charges (DCCs), and implementing a new parkland acquisition DCC and moving it to a one-per-cent assist factor within the 2024-2028 financial plan, and directed staff to approach the 2024-2028 financial plan with targets of 12 per cent for 2024, 11 per cent for 2025, five per cent for 2026, and five per cent for 2027. Furthermore, at the July 28 Board meeting, the Board directed staff to consult with member jurisdictions, the Urban Development Institute, and other parties on proposed updates to DCCs.

The Board approved the DCC rates as proposed in the following schedules:

- Schedules A to D in Greater Vancouver Sewerage and Drainage District Development Cost Charge Bylaw No. 371, 2023
- Schedule A in the Greater Vancouver Water District Development Cost Charge Amendment Bylaw No. 260, 2023
- Schedule A in the Metro Vancouver Regional District Development Cost Charge Bylaw No. 1369, 2023

The Board endorsed the inclusion of interest costs directly related to those activities that are approved by the Inspector of Municipalities in the GVS&DD and GVWD Development Cost Charge initiatives. The Board directed staff to conduct annual reviews of the DCC bylaws, including economic analysis, and annual reviews of the waiver program, with the aim of supporting rental housing and incentivizing affordable housing and report results to the Board.

The Board gave first, second, and third readings to the aforementioned bylaws and directed staff to forward all three to the Inspector of Municipalities for approval.

G2.1 MVRD 2024 Budget and 2024 - 2028 Financial Plan and Five Year Bylaw 1371 APPROVED

The 2024-2028 Metro Vancouver Financial Plan has been prepared following direction received at the April 19, 2023 Board Budget Workshop. The direction followed the recommendations of the Financial Plan Task Force, which included the following household impact targets: 12 per cent for 2024, 11 per cent for 2025, five per cent for 2026, and five per cent for 2027, as well as direction to move Liquid Waste Development Cost Charges (DCCs) and Water DCCs to a one-per-cent assist factor and implement a new Regional Parks DCC and move it to a one-per-cent assist factor over the financial plan.

Metro Vancouver has met the household impact targets and the MVRD 2024 Annual Budget and 2024-2028 Financial Plan is now being brought forward to the Board for consideration and approval. The financial plan has been developed based on a detailed budgeting process that is designed to forecast anticipated future revenue requirements to cover operating expenditures, capital expenditures, and debt servicing costs over the next five years.

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The Board approved the 2024 Annual Budget and endorsed the 2024-2028 Financial Plan as presented, in the following schedules:

- Revenue and Expenditure Summary
- Air Quality and Climate Action
- E911 Emergency Telephone Service
- Electoral Area Service
- General Government Administration
- General Government Zero Waste Collaboration Initiatives
- Housing Planning and Policy
- Invest Vancouver
- Regional Emergency Management
- Regional Employer Services
- Regional Global Positioning System
- Regional Parks
- Capital Portfolio Regional Parks
- Regional Planning

The Board approved the 2024 Annual Budget and endorsed the 2024-2028 Financial Plan for the Sasamat Fire Protection Service, and shown in the following schedules:

- Revenue and Expenditure Summary
- Sasamat Fire Protection Service

The Board approved the 2024 reserve applications as shown in *MVRD 2024 Budget and 2024 - 2028 Financial Plan and Five Year Bylaw 1359.*

Finally, the Board gave first, second, and third readings to *Metro Vancouver Regional District 2024 to 2028 Financial Plan Bylaw No. 1371, 2023* then passed and finally adopted said bylaw.

I 1 Committee Information Items and Delegation Summaries

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

Climate Action Committee – Thursday, October 5, 2023

Delegations:

3.1 Ken Carrusca, Vice President, Environment and Marketing, Cement Association of Canada Concrete Zero: Canada's Cement and Concrete Industry Action Plan to Net-Zero

Information Items:

5.3 Regional Electric Vehicle Charging Analysis and Guidance

Metro Vancouver, with partners BC Hydro and TransLink, has produced the Regional EV Charging Guidance as a resource to guide and align deployment of public and multifamily residential building EV charging in the region, supporting progress towards greenhouse gas reduction targets. Meeting the targets outlined in the Transportation Roadmap requires shifting to sustainable modes and vehicle

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electrification. There has been strong uptake of electric vehicles (EVs) in the Metro Vancouver region, and momentum in EV sales is expected to grow. Consequently, there will be a need for the rapid deployment of EV charging infrastructure across the region over the next 30 years. Between 4,600 to 7,700 public direct current fast charging ports and 54,700 to 97,600 public Level 2 ports will be needed to meet demand. Significant capital investment is needed in both public charging and multifamily building retrofits, estimated to total \$2.1 billion to \$2.9 billion by the year 2050. Responsibilities for the planning, investment, and operation of EV charging are shared among multiple orders of government, as well as BC Hydro and the private sector.

Indigenous Relations Committee – Thursday, October 5, 2023

Information Items:

5.3 Quarterly Update Report on Reconciliation Activities

This update report provides a summary of reconciliation events and activities undertaken by Metro Vancouver over the past three months of 2023 as well as information on upcoming events and activities over the next three months. Thirty-one activities took place in this reporting period, including nine training sessions and 18 meetings or events intended to strengthen relationships with local First Nations. The report also highlights that, over the next quarter, there are five planned training sessions on various topics for staff as well as 13 other meetings or relationship-building activities scheduled with First Nations. To this point in 2023, Metro Vancouver has already undertaken, scheduled, or identified a total of 115 reconciliation-related activities. This number will continue to increase as the rest of the year unfolds. By comparison, the total number of reconciliation-related activities undertaken in 2022 was 101.

Zero Waste Committee – Thursday, October 12, 2023

Information Items:

5.5 Construction and Demolition Materials Waste Composition, Reuse and Recycling

In 2021, 1,805,905 tonnes of construction and demolition waste were generated in the region, of which 79 per cent was recycled, compared to an overall regional diversion rate of 65 per cent. Additional diversion opportunities continue to emerge for wood products. The 2022 Construction and Demolition Waste Composition Study found that disposed wood decreased from 2018 to 2022 and represents half of the construction and demolition waste stream. Member jurisdictions and Metro Vancouver promote a range of initiatives to encourage reduction, reuse, and recycling of construction and demolition materials, including: a disposal ban program that helps keep readily recyclable materials and materials that pose operational risks and are hazardous out of the waste stream; the recently revised Construction and Demolition Waste Reduction and Recycling Toolkit that aims to increase awareness of reuse and recycling options for building materials; and Metro Vancouver's collaboration with a house moving company to provide a temporary storage location at the Coquitlam Landfill for relocated houses that would otherwise be demolished.

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5.6 2023 Single-Use Item Reduction "What's Your Superhabit?" Campaign Results

The 2023 "What's Your Superhabit?" campaign ran from May 29 to July 30, 2023. The objective was to reduce the use and disposal of single-use items among Metro Vancouver residents, particularly those aged 18-44, who are more likely to have received a single-use item in the past day. A regional paid media buy was complemented by a social media strategy to create and amplify moments of celebration. The campaign performed strongly with over 42 million total impressions and over 22,500 likes, comments, and shares on social media. The campaign will run again in mid-2024.

5.7 2023 Zero Waste Conference Update

The 2023 Zero Waste Conference, taking place November 1 and 2, will provide a dynamic, curated program bringing together keynote speakers and panelists who will challenge participants to envision a circular future that is resilient, carbon neutral, and economically sound. The narrative and speakers are chosen to address the challenges relevant in the 2020s. Hosted by Metro Vancouver, the conference includes international, national, and local speakers and stories. The overarching theme of the Zero Waste Conference for 2023 is "Climate Action Through Circularity." The second day of the conference introduces an intensive exploration of four more circular topics through workshops co-hosted by Metro Vancouver, the National Zero Waste Council, and multiple national partners. The conference is held at the Vancouver Convention Centre, with in-person and virtual options.

Regional Parks Committee – Wednesday, October 18, 2023

Delegation Summaries:

3.1 Julie Vik Subject: Cape Roger Curtis on Bowen Island

3.2 Owen Plowman, President, Bowen Island Conservancy

Subject: Proposal to Metro Vancouver Regarding Cape Roger Curtis on Bowen Island

3.3 David Hocking

Subject: Regional Park at Cape Roger Curtis

Information Items:

5.3 Development Cost Charge Engagement Update and Proposed Rate Bylaws

In April 2023, the Metro Vancouver Board endorsed moving toward a one-per-cent assist factor for water and liquid waste development cost charges (DCCs), and implementing a new parkland acquisition DCC and moving it to a one-per-cent assist factor within the *2024-2028 Financial Plan*, and directed staff to approach the *2024-2028 Financial Plan* with targets of 12 per cent for 2024, 11 per cent for 2025, five per cent for 2026, and five per cent for 2027. Furthermore, at the July 28 Board meeting, GVS&DD/GVWD/MVRD Boards directed staff to consult with member jurisdictions, the Urban Development Institute, and other parties on proposed updates to DCCs.

Communication and engagement on updating the Liquid Waste and Water DCC rates and establishing a regional parkland acquisition DCC took place in August and September 2023. Staff met with members of the development industry, member jurisdictions, First Nations, and the public where feedback and comments were received and addressed. One hundred sixty-six people primarily from industry and

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member jurisdictions participated in the engagement sessions. There was an overall appreciation for the transparency and a shared acknowledgement that the critical growth infrastructure needs to continue, however, there was concern that the rates would impact affordability and potentially add to the rising cost of housing. In addition, there were questions on the sharing of growth costs, the administration and coordination of DCCs across the region and the impacts on housing delivery.

Metro Vancouver has endeavored to reduce the financial impact of the rate changes as much as possible, while pursuing the Board endorsed goals of "growth pays for growth" and financial sustainability and regional affordability. Measures to reduce the financial impact have included phasing in the rate increase over a three-year period, with a proposed effective date of January 1, 2025.

Greater Vancouver Sewage and Drainage District

E1.1 Award of Phase 2 and 3 Services from RFP No. 20-225 for the Design and APPROVED Fabrication of a Hydrothermal Processing Facility

Hydrothermal Processing (HTP) produces low-carbon transportation fuels from wastewater biomass and offers environmental and economic benefits to wastewater treatment. Metro Vancouver plans to construct and operate a demonstration-scale HTP facility at Annacis Island Wastewater Treatment Plant to evaluate this emerging technology. Metro Vancouver awarded a contract for Progressive Design-Build of Hydrothermal Processing Demonstration Plant to Merrick Canada ULC in January 2022. The initial award amount was \$1,640,000 for Phase 1 (detailed design). The contract contains provisions to award Phase 2 (fabrication, delivery, and commissioning) and Phase 3 (operational support and post construction services). Merrick has completed the Phase 1 services and submitted a proposal for Phase 2 and 3 services.

The Board approved award of Phase 2 and 3 services from RFP No. 20-225: Progressive Design-Build of Hydrothermal Processing Demonstration Plant at Annacis Island Wastewater Treatment Plant in the amount of up to \$16,437,000 (exclusive of taxes) to Merrick Canada ULC, subject to final review by the Commissioner.

E2.1 Waste-to-Energy Facility District Energy System Stage Gate

APPROVED

A district energy system for the Waste-to-Energy Facility will provide the opportunity to triple the energy recovery efficiency of the facility. The project will provide heat and hot water for up to 50,000 homes and reduce greenhouse gas emissions by up to 70,000 tonnes per year, equivalent to the ongoing emissions of approximately 15,000 automobiles.

The Board approved advancing the Waste-to-Energy Facility District Energy System as follows: Phase 1: Energy Centre and River District Hot Water Pipe System advancing to detailed design (Stage Gate 2); and Phase 2: Burnaby Metrotown and Edmonds Hot Water Pipe System advancing to preliminary design (Stage Gate 1).

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G1.1 GVS&DD Sewerage and Drainage Areas Boundaries Amendment Bylaw No. 368, APPROVED 2023 – Fraser Sewerage Area – 1361 200 St, Township of Langley

At its January 27, 2023 meeting, the MVRD Board resolved that the extension of GVS&DD sewerage services for the property at 1361 200 Street in the Township of Langley was generally consistent with the provisions of *Metro 2040*. A Liquid Waste Services technical review indicated no material financial impact and negligible impact on the regional sewerage system. The Board gave first, second, and third readings to the *Greater Vancouver Sewerage and Drainage District Sewerage and Drainage Areas Boundaries Amendment Bylaw No. 368, 2023* then passed and finally adopted said bylaw.

G1.2 GVS&DD Sewerage and Drainage Areas Boundaries Amendment Bylaw No. 369, APPROVED 2023 – Fraser Sewerage Area – Gloucester Industrial Park – Township of Langley

At the July 28, 2023 MVRD Board meeting, the Board adopted an amending bylaw that converted the land-use designation for eight properties in the Township of Langley from Agricultural to Industrial, making the properties eligible for sewer service. The Board gave first, second, and third readings to the *Greater Vancouver Sewerage and Drainage District Sewerage and Drainage Areas Boundaries Amendment Bylaw No. 369, 2023* then passed and finally adopted said bylaw.

G2.1 Development Cost Charge Engagement Update and Proposed Rate Bylaws APPROVED

In April 2023, the Metro Vancouver Board endorsed moving toward a one-per-cent assist factor for water and liquid waste development cost charges (DCCs), and implementing a new parkland acquisition DCC and moving it to a one-per-cent assist factor within the *2024-2028 Financial Plan*, and directed staff to approach the *2024-2028 Financial Plan* with targets of 12 per cent for 2024, 11 per cent for 2025, five per cent for 2026, and five per cent for 2027. Furthermore, at the July 28 Board meeting, the Board directed staff to consult with member jurisdictions, the Urban Development Institute, and other parties on proposed updates to DCCs.

The Board approved the DCC rates as proposed in the following schedules:

- Schedules A to D in Greater Vancouver Sewerage and Drainage District Development Cost Charge Bylaw No. 371, 2023
- Schedule A in the Greater Vancouver Water District Development Cost Charge Amendment Bylaw No. 260, 2023
- Schedule A in the Metro Vancouver Regional District Development Cost Charge Bylaw No. 1369, 2023

The Board endorsed the inclusion of interest costs directly related to those activities that are approved by the Inspector of Municipalities in the GVS&DD and GVWD Development Cost Charge initiatives. The Board directed staff to conduct annual reviews of the DCC bylaws, including economic analysis, and annual reviews of the waiver program, with the aim of supporting rental housing and incentivizing affordable housing and report results to the Board.

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The Board gave first, second, and third readings to the bylaws and directed staff to forward all three to the Inspector of Municipalities for approval.

G3.1 GVS&DD Tipping Fee and Solid Waste Disposal Regulation Amendment Bylaw No. APPROVED 370, 2023

The Board approved the following amendments to the *Tipping Fee Bylaw* effective January 1, 2024:

- Increase garbage tipping fees by \$7 per tonne; which will result in the following rates:
 - Municipal garbage \$134 per tonne
 - Up to 0.99 tonne \$168 per tonne
 - 1 to 7.99 tonnes \$146 per tonne
 - 8 tonnes and over \$120 per tonne
- Increase the generator levy by \$5 per tonne to \$64 per tonne
- Increase the following rates by approximately five per cent:
 - o construction and demolition processing residual waste to \$158 per tonne
 - o special handle waste to \$281 per tonne
 - o source-separated organic waste, green waste, and clean wood to \$113 per tonne
 - o surcharge for loads containing banned materials to \$73 per load
 - increase municipal organics by \$3 per tonne to \$113 per tonne

The Board gave first, second, and third readings to *Greater Vancouver Sewerage and Drainage District Tipping Fee and Solid Waste Disposal Regulation Amendment Bylaw No. 370, 2023* then passed and adopted the bylaw.

G4.1 GVS&DD 2024 Budget and 2024-2028 Financial Plan

APPROVED

The 2024-2028 Metro Vancouver Financial Plan has been prepared following direction received at the April 19, 2023 Board Budget Workshop. The direction followed the recommendations of the Financial Plan Task Force, which included the following household impact targets: 12 per cent for 2024, 11 per cent for 2025, five per cent for 2026, and five per cent for 2027, as well as direction to move Liquid Waste Development Cost Charges (DCCs) and Water DCCs to a one-per-cent assist factor and implement a new Regional Parks DCC and move it to a one-per-cent assist factor over the financial plan.

Metro Vancouver has met the household impact targets and the MVRD 2024 Annual Budget and 2024-2028 Financial Plan is now being brought forward to the Board for consideration and approval. The financial plan has been developed based on a detailed budgeting process that is designed to forecast anticipated future revenue requirements to cover operating expenditures, capital expenditures, and debt servicing costs over the next five years.

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The Board approved the 2024 Annual Budget and endorsed the 2024-2028 Financial Plan in the following schedules:

- Revenue and Expenditure Summary
- Liquid Waste Services
- Capital Portfolio Liquid Waste Services
- Solid Waste Services
- Capital Portfolio Solid Waste Services

The Board approved the 2024 reserve applications as presented.

I 1 Committee Information Items and Delegation Summaries

The Board received information items from standing committees.

Liquid Waste Committee – October 11, 2023

Information Items:

5.3 Real Time Public Notification of Sewer Overflows Update

Metro Vancouver is notifying the public, in real time, of all combined and sanitary sewer overflows, as well as wastewater treatment process interruptions through an interactive map on its website. The map also includes historical information about the number of sewer overflows since the previous year. Interested parties can sign up to receive notification when events occur in any given area. Information about water quality at monitored beaches and swimming areas continues to be available on the health authorities' websites.

Finance Committee – October 12, 2023

Information Items:

5.5 Semi-Annual Report on GVS&DD Development Cost Charges

Total GVS&DD DCCs collected in the first half of 2023 were \$45.5 million, up from \$32.1 million for the first half of 2022. This is due primarily to increases in development permit activity and collections in the region the first half of 2023 compared to the same period last year. Building permit activity in the region has been relatively consistent over the last 18 months, with permit values from January 2023 to June 2023 approaching \$7.1 billion. The bulk of this activity has been in the residential development sector (averaging close to 70 per cent of building permit values from January to June 2023) with the balance being generated in industrial (three per cent), commercial (22 per cent), institutional/governmental (five per cent), and development sectors over the same period. The GVS&DD DCCs that were held in reserve at December 31, 2022 totalled \$273.6 million.

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Greater Vancouver Water District

APPROVED E1.1 Seymour Salmonid Society – Contribution Agreement Renewal 2024 – 2026

The GVWD has a long-standing relationship with the Seymour Salmonid Society and their primary operation, the Seymour River Hatchery, located immediately downstream of Seymour Falls Dam on GVWD land. The GVWD has provided funding for core hatchery operating costs to the society since 1996. The current three-year contribution agreement ends on December 31, 2023. The GVWD contribution to the Seymour Salmonid Society is critical to the operation of the Seymour River Hatchery, outdoor education programs, and Pacific Salmon restoration and conservation in the Seymour River Watershed and the region at large.

The Board approved the renewal of the contribution agreement between the Greater Vancouver Water District and the Seymour Salmonid Society for a three-year term, and annual contribution amounts of \$153,500 (2024), \$156,500 (2025), and \$160,000 (2026), commencing on January 1, 2024 and ending on December 31, 2026.

E1.2 Stanley Park Water Supply Tunnel – Stage Gate 3 Report

The Stanley Park Water Supply Tunnel project is ready to advance to construction (Stage Gate 3). The proposed capital budget increase is \$55 million, bringing the total revised construction budget to \$370 million. This estimate factors in cost escalation since 2021, as updated in the summer of 2023. Conditional on GVWD Board approval of Stage Gate 3 and the budget increase, the project is expected to commence construction in late 2024, and be completed in 2029, with commissioning taking place in 2030.

The Board approved the Stanley Park Water Supply Tunnel advancing to construction (Stage Gate 3) as presented.

E1.3 Award of Phase C2 Construction Consulting Engineering Services from RFP No. 16 -APPROVED 151 Consulting Engineering Services - Backup Power for Capilano Raw Water Pump Station and Westburnco Pump Stations No. 1 and 2

The provision of backup power for the Capilano Raw Water Pump Station will ensure that water is pumped from Capilano Reservoir to the Seymour Capilano Filtration Plant to be treated and returned to the Capilano Distribution area, in the event of a power outage.

The Board approved the award of Phase C2 construction consulting engineering services from an RFP in the amount of up to \$3,577,012 (exclusive of taxes) to WSP Canada Inc., subject to final review by the Commissioner.

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E1.4 Award of RFP No. 22-514 - Coquitlam Lake Water Supply Project - Project Definition APPROVED Phase 2 - Geotechnical Investigations

Metro Vancouver is proposing to double its capacity to withdraw water from Coquitlam Lake, the largest of our three drinking water sources, through the Coquitlam Lake Water Supply Project. Planning is currently underway to determine the scope of work and design of a new water intake, water supply tunnel, and water treatment plant. This contract is for award of geotechnical borehole investigations from 2024 to 2026. Geotechnical information is critical for the design and development of a cost estimate for the tunnel portion of the project.

The Board approved award of a contract for geotechnical investigations in the amount of up to \$9,260,414 (exclusive of taxes) to WSP Canada Inc., subject to final review by the Commissioner.

G1.1 Development Cost Charge Engagement Update and Proposed Rate Bylaws APPROVED

In April 2023, the Metro Vancouver Board endorsed moving toward a one-per-cent assist factor for water and liquid waste development cost charges (DCCs), and implementing a new parkland acquisition DCC and moving it to a one-per-cent assist factor within the *2024-2028 Financial Plan*, and directed staff to approach the *2024-2028 Financial Plan* with targets of 12 per cent for 2024, 11 per cent for 2025, five per cent for 2026, and five per cent for 2027. Furthermore, at the July 28 Board meeting, the Board directed staff to consult with member jurisdictions, the Urban Development Institute, and other parties on proposed updates to DCCs.

The Board may or may not have approved the DCC rates as proposed in the following schedules:

- Schedules A to D in Greater Vancouver Sewerage and Drainage District Development Cost Charge Bylaw No. 371, 2023
- Schedule A in the Greater Vancouver Water District Development Cost Charge Amendment Bylaw No. 260, 2023
- Schedule A in the Metro Vancouver Regional District Development Cost Charge Bylaw No. 1369, 2023

The Board endorsed the inclusion of interest costs directly related to those activities that are approved by the Inspector of Municipalities in the GVS&DD and GVWD Development Cost Charge initiatives. The Board directed staff to conduct annual reviews of the DCC bylaws, including economic analysis, and annual reviews of the waiver program, with the aim of supporting rental housing and incentivizing affordable housing and report results to the Board.

The Board gave first, second, and third readings to the bylaws and directed staff to forward all three to the Inspector of Municipalities for approval.

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G2.1 GVWD 2024 Budget and 2024-2028 Financial Plan

APPROVED

The 2024-2028 Metro Vancouver Financial Plan has been prepared following direction received at the April 19, 2023 Board Budget Workshop. The direction followed the recommendations of the Financial Plan Task Force, which included the following household impact targets: 12 per cent for 2024, 11 per cent for 2025, five per cent for 2026, and five per cent for 2027, as well as direction to move Liquid Waste Development Cost Charges (DCCs) and Water DCCs to a one-per-cent assist factor and implement a new regional parkland acquisition DCC and move it to a one-per-cent assist factor over the financial plan.

Metro Vancouver has met the household impact targets and the GVWD 2024 Annual Budget and 2024-2028 Financial Plan is now being brought forward to the Board for consideration and approval. The financial plan has been developed based on a detailed budgeting process that is designed to forecast anticipated future revenue requirements to cover operating expenditures, capital expenditures, and debt servicing costs over the next five years. The proposed water rate increase to the peak season is expected to pay dividends over the next few years by supporting the transition to a stronger culture of water conservation regionally (especially during summer months).

The Board approved the 2024 Annual Budget and endorse the 2024-2028 Financial Plan in the following schedules:

- Revenue and Expenditure Summary
- Water Services
- Capital Portfolio Water Services

The Board approved the 2024 Reserve Applications and set the Water Rate for 2024 at:

- \$1.2537 per cubic metre for June through September
- \$0.7119 per cubic metre for January through May and October through December

I 1 Committee Information Items and Delegation Summaries

The Board received one information item from a standing committee.

Water Committee – October 11, 2023

Information Items:

5.3 Development Cost Charge Engagement Update and Proposed Rate Bylaws

In April 2023, the Metro Vancouver Board endorsed moving toward a one-per-cent assist factor for water and liquid waste development cost charges (DCCs), and implementing a new parkland acquisition DCC and moving it to a one-per-cent assist factor within the *2024-2028 Financial Plan*, and directed staff to approach the *2024-2028 Financial Plan* with targets of 12 per cent for 2024, 11 per cent for 2025, five per cent for 2026, and five per cent for 2027. Furthermore, at the July 28 Board meeting, GVS&DD/GVWD/MVRD Board directed staff to consult with member jurisdictions, the Urban Development Institute, and other parties on proposed updates to DCCs.
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Communication and engagement on updating the Liquid Waste and Water DCC rates and establishing a regional parkland acquisition DCC took place in August and September 2023. Staff met with members of the development industry, member jurisdictions, First Nations, and the public where feedback and comments were received and addressed. In total, 166 people, primarily from industry and member jurisdictions, participated in the engagement sessions. There was an overall appreciation for the transparency and a shared acknowledgement that the development of critical growth infrastructure needs to continue, however, there was concern that the rates would impact affordability and potentially add to the rising cost of housing. In addition, there were questions on the sharing of growth costs, the administration and coordination of DCCs across the region, and the impacts on housing delivery.

Metro Vancouver has endeavored to reduce the financial impact of the rate changes as much as possible, while pursuing the Board endorsed goals of "growth pays for growth" and financial sustainability and regional affordability. Measures to reduce the financial impact have included phasing in the increase in rates over a three-year period, with a proposed effective date beginning January 1, 2025.

Metro Vancouver Housing Corporation

G1.1 MVHC 2024 Budget and 2024 – 2028 Financial Plan

APPROVED

The 2024-2028 Metro Vancouver Financial Plan has been prepared following direction received at the April 19, 2023 Board Budget Workshop. The direction followed the recommendations of the Financial Plan Task Force, which included the following household impact targets: 12 per cent for 2024, 11 per cent for 2025, five per cent for 2026, and five per cent for 2027, as well as direction to move Liquid Waste Development Cost Charges (DCCs) and Water DCCs to a one-per-cent assist factor and implement a new regional parkland acquisition DCC and move it to a one-per-cent assist factor over the financial plan. Metro Vancouver has met the household impact targets and the MVHC 2024 Annual Budget and 2024-2028 Financial Plan is now being brought forward to the Board for consideration and approval. The financial plan has been developed based on a detailed budgeting process that is designed to forecast anticipated future revenue requirements to cover operating expenditures, capital expenditures, and debt servicing costs over the next five years.

A request to authorize the application of 2024 reserve funds is also being brought forward, which requires the approval of the MVHC Board pursuant to the Board's *Operating, Discretionary, and Statutory Reserves Policy.*

That the MVHC Board approved the 2024 Annual Budget and endorse the 2024-2028 Financial Plan in the following schedules:

- Revenue and Expenditure Summary
- Housing
- Capital Portfolio Housing

The Board approved the 2024 reserve applications as well.



Minutes

Parks, Recreation and Cultural Services Committee

Date:	Tuesday, October 24, 2023
Place:	Council Chambers Richmond City Hall
Present:	Councillor Chak Au, Chair Councillor Michael Wolfe Councillor Laura Gillanders Councillor Bill McNulty
Absent:	Councillor Andy Hobbs
Also Present:	Councillor Carol Day
Call to Order:	The Chair called the meeting to order at 4:00 p.m.

MINUTES

It was moved and seconded That the minutes of the meeting of the Parks, Recreation and Cultural Services Committee held on September 26, 2023, be adopted as circulated.

CARRIED

COMMUNITY SERVICES DIVISION

1. **COMMUNITY SERVICES – SUMMER PROGRAMS UPDATE 2023** (File Ref. No. 11-7375-01) (REDMS No. 7366911)

It was moved and seconded

That the staff report titled, "Community Services – Summer Programs Update 2023," dated September 20, 2023, from the Director, Recreation and Sport Services, be received for information.

CARRIED

2. RICHMOND ARTS FACILITIES NEEDS ASSESSMENT

(File Ref. No. 11-7000-11-01) (REDMS No. 7367861)

Jane Fernyhough, and Linda Barnes, representing the Richmond Arts Coalition ("RAC"), spoke in support of the report noting the increasing community need for different types of arts facilities that accommodate a range of various arts practices such as orchestra, dance, choral, and visual arts, and offered to assist with the needs assessment and any other support necessary in achieving the report recommendations in a timely manner. It was further noted that achieving the needs assessment earlier than the end of 2024 would assist RAC in preparing any appropriate submission for 2025 Capital Plan and apply for grants from other levels of government or development opportunities.

Discussion ensued with respect to the immediate facilities need for the arts' community and opportunities to expedite the timing for the funding as outlined in the report.

It was moved and seconded

That the proposed scope of work for the Richmond Arts Facilities Needs Assessment as presented in the report titled, "Richmond Arts Facilities Needs Assessment," dated September 6, 2023, from the Director, Arts, Culture and Heritage Services, be endorsed.

CARRIED

It was moved and seconded

That a one-time funding of \$75,000 be taken from Council Contingency Fund to initiate the Richmond Arts Facilities Needs Assessment.

CARRIED

3. STEVESTON COMMUNITY CENTRE AND LIBRARY SIGNATURE OUTDOOR ARTWORK CONCEPT PROPOSAL

(File Ref. No. 11-7000-09-20-334) (REDMS No. 7367419)

In response to queries from the Committee staff noted that further details such as durability, climbability, lighting and maintenance will be looked at as part of the concept design development process.

It was moved and seconded

That the Concept Proposal for the Steveston Community Centre and Library Signature Outdoor Artwork as presented in the report titled, "Steveston Community Centre and Library Signature Outdoor Artwork Concept Proposal," dated September 6, 2023, from the Director, Arts, Culture and Heritage Services, be approved.

CARRIED

4. **STEVESTON HERITAGE INTERPRETIVE FRAMEWORK** (File Ref. No. 11-7141-01) (REDMS No. 7359279)

Linda Barnes, representing the Steveston Historical Society, expressed appreciation and support for the report, noting it brings to light the varying roles of the different societies and sites, how they overlap and how they differ, and where some of the gaps may be.

It was moved and seconded

That the Steveston Heritage Interpretive Framework as detailed in the staff report titled "Steveston Heritage Interpretive Framework," dated September 15, 2023, from the Director, Arts, Culture and Heritage Services be endorsed for the purpose of guiding the future development of interpretive programs, exhibits and initiatives in Steveston.

CARRIED

5. MANAGER'S REPORT

(i) City Halloween Events

Staff noted there are over 20 Halloween-inspired events and programs taking place across the city leading up to October 31. Staff advised that the City's premier Halloween fireworks festival will be taking place at Minoru Park, with stage performances, trick-or-treating and other family-friendly activities, including taking a selfie with North America's largest pumpkin, grown in Richmond and weighing a monstrous 2,212 pounds.

(ii) Update - London/Steveston Off-Leash Dog Park Public Engagement Process

Staff reported a targeted public engagement program was carried out between September 25 and October 22, which included two public open houses in the park on October 14 and October 18 (receiving over 100 interested residents). During this period over 300 surveys were received that are currently being sorted and analyzed with a target to submit a report, to include analysis and recommended next steps, to Committee in January.

In response to queries from the Committee, staff noted (i) the report back to Committee will capture and highlight the key results from the public engagement, and (ii) staff will categorize and formulate potential steps forward including alternative uses.

ADJOURNMENT

It was moved and seconded *That the meeting adjourn (4:37 p.m.).*

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Parks, Recreation and Cultural Services Committee of the Council of the City of Richmond held on Tuesday, October 24, 2023.

Councillor Chak Au Chair Lorraine Anderson Legislative Services Associate



Finance Committee

- Date: Monday, November 6, 2023
- Place: Council Chambers Richmond City Hall
- Present: Mayor Malcolm D. Brodie, Chair Councillor Chak Au Councillor Carol Day Councillor Laura Gillanders Councillor Kash Heed Councillor Andy Hobbs Councillor Alexa Loo Councillor Bill McNulty Councillor Michael Wolfe
- Call to Order: The Chair called the meeting to order at 6:30 p.m.

MINUTES

It was moved and seconded That the minutes of the meeting of the Finance Committee held on October 3, 2023, be adopted as circulated.

CARRIED

FINANCE AND CORPORATE SERVICES DIVISION

1. 2024 DISTRICT ENERGY UTILITY RATES

(File Ref. No. 01-0060-20-LIEC1) (REDMS No. 7325221)

It was moved and seconded

(1) That the Alexandra District Energy Utility Bylaw No. 8641, Amendment Bylaw No. 10487 be introduced and given first, second and third readings;

Minutes

- (2) That the Oval Village District Energy Utility Bylaw No. 9134, Amendment Bylaw No. 10488 be introduced and given first, second and third readings; and
- (3) That the City Centre District Energy Utility Bylaw No. 9895, Amendment Bylaw No. 10489 be introduced and given first, second and third readings.

CARRIED

2. 2024 UTILITY BUDGETS AND RATES (File Ref. No. 10-6000-01) (REDMS No. 7368994)

In response to queries from Committee, staff noted that (i) a memorandum outlining the new positions to support the accelerated flood protection program will be provided, (ii) City staff are able to address potential issues with the Collec'Thor trash skimmer device and Ocean Wise is conducting waste characterization audits of the material retrieved from the Collec'Thor, (iii) they can look into the possibility of using recycled content bags to reduce costs at the direction of Committee, (iv) individuals are given a time frame to collect their items, and materials removed from encampments are not stored on site, (v) the City of Richmond continues to offer a high level of service and maintain competitive fees for utility services, and (vi) the City is continuing with the Multi-Family Water Metering Program, with the goal of obtaining 100% compliance.

It was moved and seconded

That the 2024 utility budgets, as presented in Option 3 for Water (page 7), Option 3 for Sewer (page 14), Option 3 for Flood Protection (page 25), and Option 2 for Solid Waste and Recycling (page 27), as outlined in the staff report titled, "2024 Utility Budgets and Rates", dated October 4, 2023, from the General Manager, Engineering and Public Works and the General Manager, Finance and Corporate Services, be approved as the basis for establishing the 2024 utility rates and included in the Consolidated 5 Year Financial Plan (2024-2028).

CARRIED

ADJOURNMENT

It was moved and seconded *That the meeting adjourn (6:41 p.m.).*

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Finance Committee of the Council of the City of Richmond held on Monday, November 6, 2023.

Mayor Malcolm D. Brodie Chair Shannon Unrau Legislative Services Associate



Minutes

General Purposes Committee

Date: Monday, November 6, 2023

Place: Council Chambers Richmond City Hall

Present:

Mayor Malcolm D. Brodie, Chair Councillor Chak Au Councillor Carol Day Councillor Laura Gillanders Councillor Kash Heed Councillor Andy Hobbs Councillor Alexa Loo Councillor Bill McNulty Councillor Michael Wolfe

Call to Order: The Chair called the meeting to order at 4:01 p.m.

AGENDA DELETION

The Chair advised that item No. 2, R7 Rapidbus Update, was removed from the Agenda.

MINUTES

It was moved and seconded That the minutes of the meeting of the General Purposes Committee held on October 16, 2023, be adopted as circulated.

CARRIED

1.

COMMUNITY SERVICES DIVISION

1. LIQUOR CONSUMPTION IN PUBLIC PARKS PILOT PROGRAM RESULTS

(File Ref. No. 11-7200-20-01) (REDMS No. 7410281)

In response to queries from the Committee, staff noted (i) anticipated concerns raised prior to the pilot program such as the inability to enjoy parks in the same way, excessive litter and the potential of youth consuming liquor in the parks, were disproven, (ii) there were no calls for service to City Bylaws or RCMP as a result of the pilot program, and (iii) an extensive public consultation process was undertaken, including "Lets Talk Richmond" online surveys (600+ responses), with comments and email responses received throughout the pilot term, July 25 through October 7.

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

It was moved and seconded

That staff review the options for expansion in a 2024 season for having the consumption of liquor in public parks.

The question on the referral motion was not called as further discussion ensued regarding the short duration of the pilot program limiting overall public awareness.

The question on the referral motion was then called and it was **DEFEATED**, with Cllrs. Au, Hobbs, Gillanders, Loo, McNulty and Wolfe opposed.

The following referral motion was then introduced:

It was moved and seconded

That staff review options to continue the Liquor Consumption in Public Parks Program for the 2024 season.

DEFEATED Opposed: Cllrs. Au Hobbs Gillanders Loo McNulty Wolfe

It was moved and seconded

That the staff report titled "Liquor Consumption in Public Parks Pilot Program Results", dated October 13, 2023, from the Director of Parks Services, be received for information.

CARRIED

PLANNING AND DEVELOPMENT DIVISION

3. POTENTIAL LEASE EXTENSION AMENDMENT AGREEMENT FOR 6999 ALDERBRIDGE WAY SUPPORTIVE HOUSING

(File Ref. No. 06-2280-20-356) (REDMS No. 7414706)

Staff provided historical background and a brief summary of the report and highlighted the following:

- Alderbridge Supportive Housing ("Alderbridge") opened in the spring of 2019 and was part of the Province's Rapid Response to Homelessness Program, which endeavored to provide an immediate housing option and necessary supports for vulnerable individuals;
- the City-owned site was carefully selected due to its proximity to transit, community amenities, and health and support services that tenants could access;
- supportive housing is the main tool used across Canada to transition people out of homelessness, and proven to have a positive effect on a person's housing stability, employment capabilities, and mental and physical health;
- BC Housing and the City have been planning for the development of a 60-unit permanent supportive housing building;
- the City has acquired an alternate City-owned location, and Capital and Operating funding for a permanent supportive housing building has been secured from the Province;
- the lease extension is necessary to ensure a seamless transition for the Alderbridge residents to a new permanent supportive housing building ensuring the 40 residents are not at high risk of housing instability or end up on the street; and
- should Council approve the lease extension until December 31, 2027, City staff will work with BC Housing to advance the planning and development of the permanent supportive housing building.

In response to queries from the Committee, staff noted (i) with the shortage of housing available in the community, the 40 individuals currently residing at Alderbridge would be at risk of housing instability and very likely homelessness, should the lease not be extended, putting further challenges towards resources within the community and also the health and well-being of these 40 individuals, (ii) to move to a different site would incur greater risk and challenges from uprooting individuals to another site for a short term period and the cost and time required to deconstruct the current modular, to all the development processes and site servicing that is required, taking time away from staff and from BC Housing that is trying to focus on other housing projects as well as permanent supportive housing, (iii) when the ground lease was approved in May 2018, it was never envisioned there was going to be a pandemic, which saw a real shift and a pivot for BC Housing and the City to look at alternate ways to support the vulnerable population and ensure the health and safety of the community, which led to the focus of opening an emergency response centre, (iv) there is a Memorandum of Understanding ("MOU") between the City, BC Housing and the operator, RainCity Housing ("RainCity"), that has commitments in terms of the operations of the building, and RainCity also has an agreement with the tenants in the building, part of which is being a good neighbour and ensuring the tenants are behaving in a manner that is appropriate and not causing disruption within the neighbourhood, (v) the City's emergency shelter is full; the City works with the Ministry of Social Development and Poverty Reduction, RCMP Vulnerable Persons Unit, as well as outreach workers within the community, who are apprised of the number of individuals on a waiting list for housing, particularly those that are experiencing homelessness or at risk of homelessness, and (vi) there is a connection between extending the lease and moving forward with the permanent supportive housing.

Sean Spear and Catharine Hume, RainCity, spoke to the current homelessness in Richmond, noting that the number of street homeless in Richmond has doubled as of the last homeless count.

In response to queries from Committee, RainCity representatives noted (i) like many other communities where RainCity provides supportive housing, it is often where there's a growth in street homeless that is not connected to RainCity or their operations where it is very difficult for neighbours to differentiate who the people are, (ii) with the growing number of vulnerable persons in Richmond there are times when RainCity receive concerns about people who are currently street homeless in the community but not connected to RainCity in any direct way or to the Alderbridge site, but may have community members who live there and therefore may be connected to the Alderbridge residents, or there to access harm reduction services through the program at Alderbridge, (iii) overall the number of concerns over the last 4.5 -5 years has not been a significant number, and RainCity has received relatively few community concerns, (iv) Alderbridge residents are a mix of age, background and challenges that may have taken them to the point they were without housing, (v) initially there was a community advisory committee that met quarterly in 2021 that had difficulty maintaining a quorum, the assessment of which was the ongoing COVID, but also that there weren't any really significant sustained concerns in the community, and efforts to reach out to neighbouring businesses and residents for the continuation of the committee indicated no appetite to participate in quarterly meetings about a program that really wasn't having any direct impacts from their perspective.

OIC Chief Supt. Chauhan, RCMP, spoke to the number of calls for service that have been received related to the Alderbridge site and surrounding area, noting a downward trend from 2019 to 2022.

In response to queries from Committee, Chief Supt. Chauhan noted (i) statistical analysis has shown that for the past 4 years, the top 3 types of calls received specifically from the Alderbridge facility has been predominantly for checking wellness of individuals, dealing with unwanted persons or calls to assist fire or ambulance, and (ii) the Vulnerable Persons Unit work in teams with the City Bylaw Officers, Vancouver Coast Health, Ministry of Social Development and Poverty Reduction, continually approaching individuals in the city who are homeless, and in consultation and coordination with those teams, provide them with support systems and referrals where need be to those individuals who are experiencing homelessness.

Zack Segal, Richmond resident, commented on the changes witnessed in Richmond and the Minoru area in the last few years, and urged the City to advocate to the Province and federal government for proper bail reform and treatment and recovery, with a goal to lower crime, provide better access to recovery and pathways to employment.

Kris Ka, Richmond resident, expressed concern with respect to homelessness housing, noting safety and health issues and perceived negative effect on property values and quality of life.

Cynthia Asai, Richmond resident, expressed concern with respect to the violence, a rise in crime and unsafe conditions in the area, and requested that the City further review the lease extension proposal and provide opportunity for public input through a public consultation process.

Clifton Jang, Strata President, Lotus, spoke to the ongoing disturbing and illegal behaviour that takes place in and around the 286 unit development located across from Alderbridge.

Esfand Bakhtiari, Richmond resident, expressed concern with respect to the homelessness and illegal activity in his neighbourhood.

Karen Schaffer, provided comments on behalf of Michael Yang, Tapestry Church Richmond, briefly outlining the benefits witnessed to the residents of Alderbridge as a result of the supportive housing opportunity provided them, expressing support for the extension of the lease in advance of the approved permanent housing as planned.

Karen Schaffer, Tapestry Church Richmond, expressed appreciation to the City for caring for the vulnerable by facilitating supportive housing, noting the many benefits for the Alderbridge residents as a result of having the supportive housing, and expressed support for the extension of the lease until permanent housing is complete so as to provide stability and security for the current residents.

Sheldon Starrett, Richmond resident, expressed concerns regarding the proposed lease increase as opposed to ending the temporary modular housing as originally proposed, noting there has been a noticeable increase in the level of drug use in public spaces and extensive instances of crime to residences and businesses alike, perceived to have been happening since the occupancy of Alderbridge (together with many visitors/guests), and subsequently resulting in higher insurance/security costs.

Italo Araujo (Lotus building management) submitted a video which was played (and subsequently stopped).

De Whalen, attending on behalf of the Richmond Poverty Reduction Coalition, reviewed their correspondence of November 1, 2023 to the City expressing support of the staff report and the request from BC Housing to extend the ground lease on 6999 Alderbridge supportive housing, noting that the site provides transitional housing with supports which was never meant to be permanent housing, and applauding the City's decision to build 60 new units of permanent long-term supportive housing at an alternative site, targeted for occupancy by December 31, 2027.

Caden Ho, Richmond resident, questioned the transition plan originally set out at the beginning of the current Alderbridge supportive housing lease and subsequent delay now requiring an extension of the lease and new transition plan.

Patrick Man, Richmond resident, spoke to the appeal of living in the City of Richmond and the importance of caring for the community and its residents.

It was moved and seconded

- (1) That the current ground lease with the Provincial Rental Housing Corporation ("PRHC") for the Alderbridge Supportive Housing, located on City property at 6999 Alderbridge Way, be extended for a period of approximately three and a half years from the expiry of the current ground lease until December 31, 2027, as per the terms outlined in the staff report titled "Potential Lease Extension Amendment Agreement for 6999 Alderbridge Way Supportive Housing" dated October 12, 2023 from the Director, Community Social Development and Director, Real Estate Services; and
- (2) That staff be authorized to take all necessary steps to negotiate an extension to the lease extension amendment agreement for the Alderbridge Supportive Housing and that the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to execute such amending agreement and all related documentation.

The question on the motion was not called as further discussion ensued with respect to mitigating the issues and views raised, future opportunities and responsibilities therein, noting that one of the hallmarks of a great city is how the most vulnerable are cared for.

The question on the motion was then called and it was **CARRIED** with Cllr. Au opposed.

ADJOURNMENT

It was moved and seconded *That the meeting adjourn (6:29 p.m.).*

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, November 6, 2023.

Mayor Malcolm D. Brodie Chair Lorraine Anderson Legislative Services Associate



То:	Parks, Recreation and Cultural Services Committee	Date:	September 6, 2023
From:	Marie Fenwick Director, Arts, Culture and Heritage Services	File:	11-7000-11-01/2023- Vol 01
Re:	Richmond Arts Facilities Needs Assessment		

Staff Recommendation

- 1. That the proposed scope of work for the Richmond Arts Facilities Needs Assessment as presented in the report titled, "Richmond Arts Facilities Needs Assessment," dated September 6, 2023, from the Director, Arts, Culture and Heritage Services, be endorsed; and
- 2. That one-time funding of \$75,000 be considered in the 2024 budget process.

CM Fenvice

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

REPORT CONCURRENCE			
ROUTED TO:	Concu	RRENCE	CONCURRENCE OF GENERAL MANAGER
Finance Department		V	BAS
SENIOR STAFF REPORT REVIEW		INITIALS:	APPROVED BY CAO
		CJ	Gui-

Staff Report

Origin

At the Parks, Recreation and Cultural Services Committee meeting on April 25, 2023, representatives from the Richmond Arts Coalition, Richmond Delta Youth Orchestra (RDYO) and Richmond Community Concert Band (RCCB) delegated on the topic of arts space needs.

Following the presentation, staff received the following referral:

 That staff investigate:

 (a) interim support with these immediate and emerging Musical Arts Space Needs;
 (b) launching an External Arts Needs Assessment; and
 (c) long-term vision to build purpose-built space for Music and Performing Arts in Richmond; and

2. That staff consult with Richmond School District No. 38 to explore opportunities to utilize any potential space; and report back.

Staff responded to items 1(a) and 2 in a memo to Mayor and Councillors dated July 5, 2023, that described staff support for the two groups facing displacement due to the slated June 2023 closure of Brighouse United Church. Since that date, RCCB has secured a new location and RYDO has found a temporary solution to their space needs.

The purpose of this report is to respond to item 1(b) to launch an Arts Facilities Needs Assessment.

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

Proactive stakeholder and civic engagement to foster understanding and involvement and advance Richmond's interests.

1.3 Increase the reach of communication and engagement efforts to connect with Richmond's diverse community.

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

Strategic and sustainable growth that supports long-term community needs and a wellplanned and prosperous city.

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

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

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

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

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

This report supports the Council-approved Richmond Arts Strategy 2019-2024 Strategic Direction #3 Invest in the Arts:

3.1 Build creative capacity through planning and development.

3.1.4 Identify priority cultural amenity opportunities through development.

3.5 Integrate the arts at a strategic level in community, economic, tourism, environmental and wellness planning.

3.5.4 Conduct a deeper analysis of the data collected through the community engagement process and connect, where applicable, to relevant data from other sources.

This report supports the Council-approved Richmond Arts Strategy 2019-2024 Strategic Direction #5 Activate public spaces through (and for) the arts:

5.1 Work towards meeting the demand for creative spaces and cultural facilities.

5.1.6 Complete a Cultural Facilities Needs Assessment and conduct feasibility studies as may arise from it.

5.1.11 Plan for future arts facilities to address the demand for Arts Education and Program Space.

Background

As per the Council referral and the Richmond Arts Strategy, a Richmond Arts Facility Needs Assessment (Needs Assessment) will enable staff to gain a better understanding of the needs and opportunities for expanding the number and type of purpose-built arts spaces in Richmond. Arts and cultural spaces are unique to the communities they serve and therefore there is no industrystandard benchmarking specific to the provision of arts and culture spaces and programs. While multi-purpose spaces can be used for some creative programs, many arts practices require facilities that are designed and equipped especially for them. This project will give the City a better understanding of the needs and aspirations unique to Richmond.

Arts facilities help promote liveability and individual well-being by encouraging social inclusion through the provision of community spaces with affordable arts programs and services as well as a range of opportunities to experience the arts. These 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 quality of life and quality of place. Cities that distinguish themselves from other cities based on strong or profitable identities, cultures, or arts and crafts, gain a competitive advantage as "destination cities" for cultural tourism. As well, arts amenities and the availability of cultural experiences are tied to the ability of urban centres to attract skilled workers.

The City of Richmond currently owns and/or operates three facilities with purpose-built arts spaces:

- Gateway Theatre (1984);
- Richmond Cultural Centre: Richmond Arts Centre, Richmond Art Gallery, Performance Hall (1993); and
- Richmond Cultural Centre Annex (Opening in 2023).

During the 30-year period since the opening of the Cultural Centre, Richmond has experienced a 69% 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 interest in and demand for community spaces and cultural experiences of all kinds. The Needs Assessment will allow us to get a better understanding of needs and aspirations for a range of arts spaces in Richmond.

Analysis

Scope of Work

The following proposed scope of work, which is in alignment with the delegation's request and strategic directions of the Richmond Arts Strategy, will include:

- Richmond context
 - Population, demographics, land area
 - Trends and leading practices
 - Regional considerations
- Community input and engagement
 - o Targeted stakeholder interviews and data collection
 - Previously collected survey data from stakeholders and general public
 - Asset Analysis of existing City of Richmond arts spaces
 - Description, condition, usage, gaps
 - Includes spaces for performance, exhibition, production, rehearsal, education, storage, and other ancillary uses
- Needs and Opportunities
- Recommendations

The Needs Assessment will provide important material to inform decisions around arts spaces including those regarding capital requests and amenity space opportunities in City Centre, such as in the growing Arts District, per the Official Community Plan. Moreover, it is an essential step towards responding to the final section of the April 25, 2023, staff referral regarding a long-term vision to build purpose-built space specifically for music and performing arts.

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Timing

Should the project be approved as part of the 2024 budget process, the project will be initiated in Q2 with a report to council anticipated by end of the year.

Financial Impact

A request for one-time funding of \$75,000 will be brought forward as part of the 2024 budget process.

Conclusion

Arts facilities play a vital role in creating an inclusive, healthy and vibrant community and can be exciting economic drivers to attract tourism and skilled workers. The Richmond Arts Facilities Needs Assessment is needed in order to make sound decisions regarding future investments in the health and growth of Richmond's arts and culture eco-system, to meet the current and future needs.

Lies G. Jauk

Manager, Arts Services (604-204-8672)



То:	Parks, Recreation and Cultural Services Committee	Date:	September 6, 2023
From:	Marie Fenwick Director, Arts, Culture and Heritage Services	File:	11-7000-09-20-334/Vol 01
Re:	Steveston Community Centre and Library Signa Concept Proposal	ture Out	door Artwork

Staff Recommendation

That the Concept Proposal for the Steveston Community Centre and Library Signature Outdoor Artwork as presented in the report titled, "Steveston Community Centre and Library Signature Outdoor Artwork Concept Proposal," dated September 6, 2023, from the Director, Arts, Culture and Heritage Services, be approved.

MFenvice

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

Att. 2

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Finance Department Library Parks Services Recreation & Sport Services Facility Services & Project Development	図 図 図 図	BAS	
SENIOR STAFF REPORT REVIEW	INITIALS:	APPROVED BY CAO	

Staff Report

Origin

On December 21, 2022, Council approved the Steveston Community Centre and Library Public Art Plan. The Plan recommends a large-scale signature artwork to be located in the outdoor plaza as well as additional artworks for the interior of the facility.

On March 13, 2023, Council approved the Steveston Community Centre and Library Signature Outdoor Artwork Terms of Reference. The Terms of Reference recommends an outdoor sculptural work of art to support wayfinding and create a sense of arrival and welcome for community members, visitors and staff.

This report presents the proposed concept proposal for a signature outdoor artwork at Steveston Community Centre and Library for Council's consideration.

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

A Vibrant, Resilient and Active Community:

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

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

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

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

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

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

Analysis

Terms of Reference

As per the Council-approved Steveston Community Centre and Library Public Art Plan, the Public Art Terms of Reference for the Steveston Community Centre and Library Signature Outdoor Artwork (Attachment 1) was developed in collaboration and consultation with members of the Steveston Community Society and the Richmond Public Library Board. The Terms of Reference describes the art opportunity, themes, site description, scope of work, budget, eligibility criteria, selection process, selection criteria, project schedule and submission requirements.

The Terms of Reference for the Steveston Community Centre and Library Signature Outdoor Artwork was endorsed by the Richmond Public Art Advisory Committee at their meeting on January 17, 2023 and approved by Council on March 13, 2023.

7367419

CNCL - 58

Public Art Artist Selection Process

The artist call was posted on March 15, 2023 and closed on April 21, 2023. Thirty-three submissions by artists from across British Columbia were received during the first stage of the selection process. On April 27, 2023, following the Public Art Program's administrative procedures for artist selection for civic public art projects, a five-person selection panel comprised of professional artists, project stakeholders and community representatives reviewed the submissions. The selection panel included the following individuals:

- Alan Sakai Steveston Community Society Member;
- Emily de Boer- Steveston Community Society Member;
- Sherine Merhi Richmond Public Library Board Member;
- Joseph Fry Landscape Architect and Richmond Resident; and
- Diamond Point Artist

City staff facilitated and attended the selection panel meeting to provide project background for the selection panel and to address technical questions.

In addition, two members of the Richmond Public Art Advisory Committee participated in the selection process as observers:

- Bronwyn Bailey; and
- Frank Ducote

In reviewing the submissions, the selection panel considered how the proposal responded to the theme and objectives identified in the artist call and the potential to create a compelling signature outdoor work of art as evidenced in the samples of past projects provided by the applicants. Following discussion and deliberations, the panel shortlisted five artists and artist teams to develop a concept proposal and presentation for the second stage of the selection process.

The shortlisted artists were:

- Cameron Kerr;
- Jacqueline Metz and Nancy Chew;
- Nathan Lee;
- Susan Point; and
- James Harry and Lauren Brevner

Following the Terms of Reference, the shortlisted finalists were invited to attend an artist orientation meeting with staff and the project design team on May 11, 2023. The meeting provided an opportunity for staff and the project team to share additional information about the site context and review the objectives and opportunities for this project. The artists also asked questions related to materials, installation parameters, schedule and budget.

The shortlisted artists were provided a deadline for their concept proposals for June 12, 2023. Artists were able to submit draft concept proposals and project budgets in advance of the deadline to receive technical feedback from staff, including identifying any concerns from a

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maintenance or operations perspective prior to their presentation to the selection panel. Staff also shared the artist information with the selection panelists prior to the final artist selection panel meeting. This process serves to support the finalists in presenting the most feasible proposals to the selection panel for their evaluation and deliberation.

On June 22, 2023, the selection panel convened to interview the shortlisted finalists. Each artist presented their concept proposal followed by a Question & Answer period. Following a lengthy and thoughtfully considered deliberation, the panel recommended the concept proposal *Homecoming* by artist Susan Point for the Steveston Community Centre and Library Signature Outdoor opportunity. (Attachment 2)

The Richmond Public Art Advisory Committee endorsed the recommended concept proposal at their meeting on September 19, 2023.

Recommended Artist

Susan Point is an accomplished Musqueam Coast Salish artist who lives on the Musqueam First Nation reserve in Vancouver. She is a self-taught artist who learned about Coast Salish art and culture from her uncle, Professor Michael Kew, her aunt, Dorothy Kew, and from Dominic Point and Edna Grant Point. She began her art career in 1981 and has created numerous high profile public art works including those at the Vancouver International Airport, Stanley Park, National Museum of the American Indian in Washington D.C., Museum of Anthropology at UBC and others. Susan Point is a recipient of the Order of Canada.

Recommended Public Art Concept Proposal

Homecoming is comprised of four stylized Salish paddles atop basalt boulder bases. The size of the paddles will be approximately 78" tall and 18" wide. Each of the stone bases will be roughly 30" x 30" x 30" x 30" making the total sculpture height approximately 9 feet. The paddles — made out of corten steel — will depict salmon swimming upwards on their way up the river to spawn, carved out of 1" thick architectural anodized aluminum plate.

The paddle structures will be designed so that they are not climbable and each carved salmon element can be removed if in need of repair or replacement. All of the proposed materials are durable and capable of withstanding the coastal climate. Two siting options are proposed: either within the planted "outdoor living room" or surrounding it. The artist will work with staff and the project design team to develop the most appropriate locations for the structures. (Attachment 2).

The artist describes the artwork as follows:

"This site, Steveston Community Centre and Library, is definitely a beautiful site for placement of Coast Salish public art honouring the Coast Salish fishing heritage area as well as the history of Steveston over the years. I can only imagine the amount of activity this site has generated over the last 3,500 years. In honour of our people, I want to do something special.

The importance of four in Musqueam and other First Nations cultures is relevant. It represents the four-year cycle of salmon, as well as the four winds, the four directions, the four seasons, the four moons, the four elements- earth, water, air and fire, and so on."

Next Steps

Following Council endorsement of the concept proposal, staff will work with the artist to execute a contract and move into the development and fabrication phase with installation of the artwork in 2025.

Financial Impact

The total budget for the Steveston Community Centre and Library Signature Outdoor Artwork Concept Proposal is \$250,000. The budget will cover all implementation expenses including design, production, fabrication, taxes and other associated costs to deliver a completed artwork on site.

The Steveston Community Centre and Library Signature Outdoor Artwork is funded from the approved Steveston Community Centre and Library capital project. Any maintenance and repairs required to the artwork will be the responsibility of the Public Art Program and will be included as part of the future OBI submission for the facility. The annual maintenance is estimated at \$3000.00.

Conclusion

The Steveston Community Centre and Library Signature Outdoor Artwork Concept Proposal supports the approved Steveston Community Centre and Library Public Art Plan. A signature outdoor artwork at this location will contribute to the neighbourhood character and foster a sense of identity and belonging for residents and visitors. The artwork will create a sense of arrival and welcome for community members, visitors and staff and will enhance the community connection to the facility.

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

- Att. 1: Steveston Community Centre and Library Signature Outdoor Artwork Terms of Reference
 - 2: Steveston Community Centre and Library Signature Outdoor Concept Proposal

ATTACHMENT 1

call to artists

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Figure 1. Steveston Community Centre and Library Rendering

OPPORTUNITY

The Richmond Public Art Program is seeking an artist or artist team to create a landmark signature artwork for the new Steveston Community Centre and Library in Richmond, BC. The public artwork will be located at the entrance plaza of the facility to function as a wayfinding feature that creates a sense of arrival and welcome to the site. All information about the project is described below.

This is a two-stage open artist call. Following review of the submitted artists' statements of interest and their qualifications, up to five artists will be shortlisted by the selection panel and invited to attend a site orientation before preparing a concept proposal for presentation with an interview.

Budget:	\$250,000 CAD
Eligibility Requirements:	Open to professional artists and artist teams residing in British Columbia.
Deadline for Submissions:	April 21, 2023
Installation	2025/2026

Steveston Community Centre and Library Signature Outdoor Artwork City of Richmond

Request for Qualifications (RFQ)

March 2023



BACKGROUND

A replacement facility for the Steveston Community Centre and Library was approved by Richmond City Council in its priority list of major facility projects for 2016-2026. Following extensive community consultation, Council approved the program for a new facility in September 2019, and the site for this facility in December 2020.

The Steveston Community Centre and Library is envisioned to be the heart of the Steveston community, where residents will come to recreate, learn, play and connect in a welcoming and accessible environment. With the goal to serve the community into the future, the new 60,350 square foot three-storey facility will include: two gymnasiums, a fitness centre, community "living room", library and study areas, as well as several multipurpose rooms for community use. In addition to community centre and library programs, the facility will host local and regional tournaments and events.

STEVESTON VILLAGE

Steveston is a historic fishing village located in the southwest corner of Richmond, BC. Known for its rich ecology at the mouth of the Fraser River, it was a place where Indigenous Peoples fished and gathered food for generations. Settled in the second half of the 1800s, early Steveston supported robust canning, fishing, and boatbuilding industries. Fishing industries drew workers from near and far, especially Indigenous Peoples of coastal BC, Japan, China, and Europe. After many prosperous years, Steveston was challenged by a number of tragic events—a drastic decline in salmon stocks, a devastating fire in the village, the Great Depression, and the internment of its large Japanese population in 1942. Despite these challenges, Steveston continued to thrive as a fishing village throughout the 20th century and is still home to the largest fishing harbour in Canada. In recent decades, Steveston has undergone significant growth and development, but retains its small town feel, historic character and fishing traditions.

STEVESTON COMMUNITY CENTRE AND LIBRARY BUILDING

The 60,350 square foot facility -- with a 36,000 square foot footprint -- will be a three-storey building plus one level of underground parking. The designs will follow a balanced approach where program synergies are realized, impacts on green space and trees are minimized, and views and connections to the park are achieved from many of the program spaces.

The form and character of the building draws inspiration from various buildings and landmarks around the Steveston area, reflecting elements such as the platforms and docks at the Steveston waterfront, canopies and fascia trims from the Steveston Tram Shed, the traditional Japanese curved roof form of the Martial Arts Centre, as well as materiality and patterns from the surrounding industrial buildings. All these elements are cohesively incorporated to form a modern contemporary design.

The public artwork will be located at the entrance plaza to the west of the facility. This is a high profile site, visible from Moncton Road, situated in historic Steveston Village with close proximity to the mouth of the Fraser River. See Site Plan in Appendix 1.

A landmark, signature artwork at this location is anticipated to attract people to gather, pose for photos and create a sense of place and arrival. The siting of the proposed artwork should not impede on future programming and community access at the entrance plaza.

The artwork may be a single stand-alone artwork, or series of sequential pieces, to further address the themes mentioned below.

BUDGET

The total budget for this project is \$250,000 CAD. The budget includes (but is not limited to) artist fees, design, travel, permitting as needed, engineering fees, fabrication, installation, administration, photography, insurance and all taxes (GST excluded).

ARTIST ELIGIBILITY

This opportunity is open to artists or artist teams residing in British Columbia, Canada. Qualified artists will have proven experience developing artworks, specifically for civic projects. City of Richmond staff and its Public Art Advisory Committee members, selection panel members, project personnel, and immediate family members of all of the above are not eligible. Richmondbased artists are urged to consider this opportunity.

Artists that are currently under contract with the City in a public art project are ineligible for other projects until the current contract is deemed complete.

THEMES

Artists are encouraged to explore any of the following themes for the Steveston Community Centre and Library while ensuring room for artistic expression, enjoyment, play, colour and interactivity. The artwork should appeal to all ages and engage the community.

Indigenous Culture

For generations, Indigenous Peoples were drawn to the area's rich natural resources. Local Indigenous groups used the area to harvest its bounty including fish, shellfish, berries and crabapples.

Steveston Fishing Industry

Fishing has been the central driver of settlement in the Steveston area, which has served as a base for fishers to collect and process their harvest for hundreds of years. It is inherent to the long traditions of Indigenous Peoples fishing the Fraser River and Salish Sea. The early fishing industry served as

the foundation upon which the community was built and it remains true for the more than 500 commercial vessels in Steveston Harbour today.

Japanese Canadian History

Canadians of Japanese descent have been fundamental to the development and growth of Steveston. In the early 20th century, Steveston was home to a vibrant Japanese Canadian (Nikkei) culture, which included the Steveston Japanese School, Japanese Hospital, boatworks buildings, kendo club and a significant wooden boat fishing fleet.

Fraser River and Local Ecology

Steveston exists in its current state in large part because of its physical and natural environment at the mouth of the Fraser River. Significant natural heritage can be found in the ecology of the tidal marshes, sloughs and mud flats. While many of the original natural features have been lost, traces of native vegetation, shoreline wildlife, marshes and sloughs are still present.

SELECTION PROCESS

A selection panel will recommend the artist or artist team to City Council at the conclusion of a two-stage open call process.

A selection panel comprised of two art or design professionals and three representatives from the Steveston Community Society and Richmond Public Library Board will review the applicants' submissions. Representatives from the Parks, Recreation and Sport, and Engineering Departments will serve as advisors to the panel. Based on the selection criteria listed below, the panel will select up to five finalists to develop their concept proposals and attend an interview. A fee of \$2,000 will be paid to each of the shortlisted artists or artist teams.

Stage 1

- Artists submit a written Statement of Interest, Approach to the Site and their Qualifications in the format outlined in the Submission Requirements below.
- Selection Panel to shortlist up to five artists or artist teams for Stage 2.

Stage 2

- Shortlisted artists enter into an Agreement with the City to prepare a Detailed Concept Proposal based on their initial Approach.
- Artists to be provided with detailed site information and responses to questions about the site from City staff.
- Shortlisted artists to attend an interview (in-person or virtual) with the selection panel to present a Detailed Concept Proposal.
- Selection panel to recommend one artist or artist team to Council for endorsement. Selection panel reserves the right to make no recommendations from the submitted applications and artist interviews.

ARTIST SELECTION CRITERIA

Stage One: Selection Criteria

- · Artistic merit of artist statement of interest.
- Experience in producing work that reflects community identity and assists in building meaningful cultural places.
- Understanding of the relevance of the site and its histories.
- Potential for making engaging artwork, suitable for multiple audiences.
- Demonstrated capacity to complete work within established project schedules and timelines.
- Demonstrated ability to work with multiple project stakeholders.

Stage Two: Selection Criteria

- Ability of concept proposal to reflect arrival and welcome, community identity and contribute to building the character and identity of the neighbourhood.
- Ability of the 3D artist visualizations (such as digital renderings, maquettes or models) to communicate the concept and how it responds to the existing character of the site by taking into account scale, colour, material, texture, content and the physical characteristics and design parameters of the location.
- Appropriateness of the proposed project budget including, but not limited to: artist fees, materials, fabrication, administration, insurance, installation, documentation and consultant fees.
- Concept proposal sensitivity to durability, life span and environmental concerns with respect to artwork materials, method of fabrication, installation and maintenance.
- Artist response to any feedback and follow-up questions from Selection Panel regarding artistic merit of the concept proposal in response to project opportunity.
- Appropriateness of the proposal to the City of Richmond's <u>Public Art</u> <u>Program Goals</u>.

SUBMISSION REQUIREMENTS

Email all documentation as one (1) PDF document, not to exceed a file size of 5 MB to <u>publicart@richmond.ca</u>.

Stage One

- □ **INFORMATION FORM:** please complete the information form attached to this document.
- □ STATEMENT OF INTEREST: no more than 300 words, describing artist or creative practice and experience of work and themes/topics of interest you would like to explore for this opportunity. Please consider

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and reference the Stage One Selection Criteria (above) in your Statement. <u>Please do not include text descriptions of a concept</u> <u>proposal.</u> This information will not be accepted and will be removed by staff prior to review with the Selection Panel.

- □ **ARTIST CV:** two-page maximum. If submitting as an artist team, please submit maximum one pages per team member.
- WORK SAMPLES: up to ten (10) supporting image examples of previous work. One image per page. Please include artist name(s), title, year, location and medium information to be on each image page.
- REFERENCES: three (3) references who can speak to your skills and experience. Please only provide the names, titles and Email and/or telephone contact information for each individual. Only references for shortlisted artists will be contacted.

<u>Stage Two</u> (shortlisted artists ONLY)

- □ **CONCEPT PROPOSAL:** no more than 500 words, describing concept, rationale in response to the public art opportunity, materials and location/site.
- □ **CONCEPT VISUALIZATION:** may include digital artist renderings, maquettes/models to fully communicate dimensions, scale, colour, viewer experience, materials and relationship to site features.
- PROJECT BUDGET: to outline the allocation for expenses, including but not limited to artist fee, administration, materials, production, fabrication, installation, insurance, documentation, engineering design fees, and other consultant fees.

PRESENTATION/INTERVIEW: 15–20 minute artist presentation to the Selection Panel followed by a Q+A to present the concept proposal for consideration.

PROJECT TIMELINE

Submission Deadline:	April 21, 2023
Shortlisted Artist Orientation:	May 11, 2023*
Shortlisted Artist Interviews:	June 22, 2023*
Installation:	2025/2026

*All applicants are asked to reserve this date on their calendars.

SOURCES FOR ADDITIONAL INFORMATION Richmond Public Art Program City of Richmond Archives Museums and Heritage Sites Steveston Village Conservation Program Steveston Community Centre and Library Public Art Plan

SUBMISSION GUIDELINES

- 1. All supporting documents must be complete and strictly adhere to these guidelines and submission requirements (above) or risk not being considered.
- 2. All submissions must be formatted to 8.5 x 11 inch pages, portrait format.
- 3. Submission files must be 5 MB or smaller.
- 4. If submitting as a team, the team should designate one representative to complete the entry form. Each team member must submit an individual resume/curriculum vitae. (See Submission Requirements)
- 5. All documents must be sent by email to: PublicArt@Richmond.ca

ADDITIONAL INFORMATION

- 1. The selected artist will be required to show proof of WCB coverage and \$5,000,000 general liability insurance.
- 2. Please be advised that the City and the selection panel are not obliged to accept any of the submissions and may reject all submissions. The City reserves the right to reissue the Artist Call as required.
- 3. All submissions to this Artist Call become the property of the City. All information provided under the submission is subject to the Freedom of Information and Protection of Privacy Act (BC) and shall only be withheld from release if an exemption from release is permitted by the Act. The artist shall retain copyright in the concept proposal. While every precaution will be taken to prevent the loss or damage of submissions, the City and its agents shall not be liable for any loss or damage, however caused.
- 4. Submissions must be received by April 21, 2023. Extensions to this deadline will not be granted under any circumstances. Submissions received after the deadline and those that are found to be incomplete will not be reviewed.
- 5. If an artist requires accessibility support, please contact the Richmond Public Art Program.

ACCESSIBILITY SUPPORT

The City of Richmond strives to create artist opportunities that are inclusive and accessible. If you require assistance in completing the written application for any reason, please contact: PublicArt@Richmond.ca or Tel: 604-204-8671

QUESTIONS

Please contact the Richmond Public Art Program: PublicArt@Richmond.ca or Tel: 604-204-8671

SUBMISSION DEADLINE

April 21, 2023

SUBMISSION ADDRESS

PublicArt@Richmond.ca

APPENDIX 1 STEVESTON COMMUNITY CENTRE AND LIBRARY LOCATION

Steveston has many significant human history and natural attractions that give the community a distinct sense of place, and the Steveston Community Centre and Library site is at the geographic centre of it all. The Gulf of Georgia Cannery, Garry Point Park, Imperial Landing Waterfront Park, and other major community amenities are within a short walking distance of Steveston Park. (Figure 2)



Figure 2. Steveston Context

PUBLIC ART RICHMOND

The Steveston Community Centre and Library is ideally located to be the epicentre of social life in Steveston. The site is within easy walking distance for most residents of Steveston. (Figure 3).

1.New Steveston Community Centre & Branch Library 2 Existing Steveston Community Centre & Branch Library

- (to be demolished)
- 3.177 Surface Parking Stalls & Plaza 4.Steveston Martial Arts Centre
- s.Net Shed Building
- 6.Steveston Outdoor Pool 7. Japanese Canadian Cultural Centre
- **a**.Festival Storage

9. Caretaker Building

- 10. Community Police Station
- 11. Steveston Interurban Tram Building
- 12. Playground
- 13. Waterplay Area
- 14. Fast Pitch Diamond
- 15. Sherwood Forest
- 16. Off Leash Dog Area
- 17. Slow Pitch Diamond
- 18. Outdoor Tennis Courts
- 19. Lacrosse Box
- 20. Steveston Community Park Boundary Line

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Figure 3. Steveston Community Centre and Library site plan

The artwork will be located at the entrance plaza to the West of the Steveston Community Centre and Library. (Figures 4 and 5).



Figure 4. Steveston Community Centre and Library public artwork location



Figure 5. Steveston Community Centre and Library public artwork location

PUBLIC **ART** RICHMOND

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RFQ: Steveston Community Centre and Library Signature Outdoor

Artwork Attach one (1) copy of this form as the first page of the submission.

Name:	
Address:	
City:	Postal Code:
Primary Phone:	Secondary Phone:
Email:	(One website or blog only)

Incomplete submissions will not be accepted. Emailed submissions over 5 MB will not be accepted. Information beyond what is listed in the Submission Requirements will not be reviewed.

Optional: Do you self-identify as a member of an equity-seeking and/or underrepresented community? (examples: Indigenous, person of colour, LGBTQ2S+, mixed ability, newcomer, Deaf, hard of hearing, living with a disability, etc.) If so, please specify:

If applicable, please indicate additional members of your artist team:

Would you like to receive direct emails from the Richmond Public Art Program?		□ Yes	🗆 No
Signature:	Date:		

Submit applications by email to: PublicArt@Richmond.ca

Additional Information

Please be advised that the City and the selection panel are not obliged to accept any of the submissions and may reject all submissions. The City reserves the right to reissue the EOI/RFP, as required. All submissions to this EOI/RFP become the property of the City. All information provided under the submission is subject to the Freedom of Information and Protection of Privacy Act (BC) and shall only be withheld from release if an exemption from release is permitted by the Act. The artist shall retain copyright of the submitted documents. While every precaution will be taken to prevent the loss or damage of submissions, the City and its agents shall not be liable for any loss or damage, however caused.

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Homecoming:

Steveston Community Centre and Library,

City of Richmond

Susan Point

June 2023

EXPRESSION OF INTEREST AND CONCEPTUAL APPROACH:

Since January 1981, I have done extensive research on my Coast Salish peoples art ... which was an almost lost art form at that time ... whereby very little traditional Coast Salish imagery was documented and thus unavailable to me. Limited art style ... eventually creating art pieces in various mediums. One of the most important things that I learned over time language ... they each had their own personal expression of our unique Salish art ... and this is what separates Coast to what I collected in my research, I began designing and creating Coast Salish art in my own personal contemporary (which is probably the most important) is that although our ancestors from various Nations all shared a common visual Salish art from all other historic First Nation art forms along the Pacific Northwest Coast.

My people's territory, the Coast Salish, entails all of Vancouver, B.C. and its surrounding areas; the northern tip of I am of Native American heritage ... and a professional Coast Salish artist from the Musqueam Nation in Vancouver, B.C. Vancouver Island; and extends into the Washington State. We were, and always will be, "one people", with a common history rooted in the same family tree. Our tradition as Salish people is to share and welcome!

Nevertheless, I am always happy to surprise the public with artwork that is universal in its appeal yet still honors our heritage ... while embracing new techniques and subject matter. I strongly feel that it is important for my First Nations As a contemporary Coast Salish artist, I have encountered many pre-conceived ideas of what Coast Salish art is. If selected for this Public Art Opportunity, I cannot wait to expand on all initial thoughts/ideas I have towards this exciting peoples to re-establish our Coast Salish footprint upon our unceded lands ... creating a visual expression of the link work in a wide range of materials ... from the traditional carved red/yellow cedar to non-traditional contemporary mediums such as glass, metals, polymers, etc. ... depending on the requirements and context of site-specific projects. between the past, present and future that is both accessible and people friendly. In creating large scale public art,

project ... creating a unique and original public art piece with emphasis on the cultural and historic importance of the area ... the traditional ancestral home of the Musqueam People.

In every project that I have done over the years, I have always done full research on the sites where my public art is to be installed so as to follow protocol. Designing imagery on my site-specific public art reflects on this research and the strong connection to the site itself ... contemporary Coast Salish imagery that relates to all peoples and cultures. I truly believe I have the public art experience and qualifications as a First Nations contemporary Coast Salish artist to I will positively be able to exemplify the community context and importance of the fishing heritage of our peoples living on the Salish Sea in a meaningful and lasting way for Steveston residents and visitors as well as the nuances of all Coast Salish peoples and the broader Native people's iconography across North America in the modern viewpoint of public art. In all of my public art commissions, I have successfully undertaken and executed the project in accordance with the make this Public Art Project a successful realization of diverse communities and cultures in a sensitive social environment. scope, budget, and timeline.

Musqueam territories, a traditional sacred village site, our community members are important watchmen for these lands For this specific Project, it is my intent to bring a unique perspective to the viewer by creating multiple viewing angles and different values from each view ... adding a distinctive visual character to the plaza space (room) which honors the diversity of people living nearby and afar in line with the world-renowned reputation of Coast Salish communities as a and the people living within the surrounding areas ... which I fully understand and I want to honor my ancestors heritage welcoming place for friendly people from all walks of life. As these lands are originally/traditionally a part of the immense within my proposed artwork. In fact, my last name comes from the point at Steveston, where my father's family and ancestors lived for centuries.

walking traffic and public safety ... in a human sized scale ... but still being an intimate piece of art that fits the scale of components ... something that is engaging to people from all over the world and is respectful and agreeable to the In designing and creating an "original" public artwork for this site, my goal is to be successful in combining several original stewards of these lands. Viewers of any age will be able to recognize and appreciate the originality of my design ... which will be fabricated in a material(s) that would be maintenance free as well as addressing longevity, vandalism, the Plaza Garden. This artwork will leave a lasting impression and significance for the Native peoples of this area as well as residents, guests, and visitors.

ARTWORK PROJECT NARRATIVE:

Upon reviewing the "Request for Qualifications", I was very excited. The information contained in the RFP was so familiar!

This site, Steveston Community Centre and Library, is definitely a beautiful site for placement of Coast Salish public art honoring the Coast Salish Fishing Heritage area as well as the history of Steveston over the years! I can only imagine the amount of activity this site has generated over the last 3500 years. In honor of our people, I want to do something special!

very close to my proposed location in the outdoor living room. When the site is further developed, will there be the opportunity to bring lighting to the proposed artwork? I think it is an important feature that will not only enhance the I am presenting you with visual options for your imagination and to consider the feasibility. I noticed that there is power artwork in the evening and morning hours but from experience, lighting has been a key deterrent for vandals. My concept proposal, conceptually speaking, is to create four stylized Salish paddles. The contour of the paddle will be comprised of 1" CORTEN steel ... integral for strength. The size of the paddles approximately 78" tall x 18" wide. Attached to each paddle on both sides would-be salmon carved from 1" thick architectural anodized aluminum swimming upwards on their way up the river to spawn. I have made a maquette, but it does not show the detail of the carving that I would incorporate into each salmon, these are only generic fish shapes in the rendering but I would adorn them with traditional shapes and also, I would incorporate salmon eggs.

the 4 year cycle of salmon, as well as the four winds, the four directions, the four seasons, the The importance of four in Musqueam and other first nations cultures is relevant. It represents four moons, the four elements- earth, water, air and fire, and so on.





Each of the four paddles sit atop their own Basalt stone base, similar to a sculpture I created in Bremerton Wa. In 2022 Each of these stone bases is roughly 30" x 30" x 30" making the total sculpture height 108 inches tall, 9 feet.



Within paddle contours, on each side I have created different swimming imagery for a total of 8 designs. I am conscious of addressing any possible site view ... which is why I have created interest from any site view using a weave pattern (while moving around the artwork, it will always look like you are right in front).





the same effect at night but in reverse ... reversing the positive and negative imagery the paddles will be lit, and pierced The paddles will be created with pierced open areas. The piercing allows light to come through during the day, and they what side the sun is on (positive and negative with light and shadow). If the site provides artwork lighting, this will allow Paddles held upside down symbolize peaceful connections. have a much lighter ornamental "gateway" feeling. The viewer will see design features at any time of day ... no matter areas will be dark.

As the sun moves, this will highlight different contours of design ... as well as adding aspect creating an interesting form and possibly a shadow after its installed.



CON	ICISE CONSIDERATIONS:
•	The materials J am planning to use are marine grade aluminum, CORTEN steel, concrete foundation and Basalt Plinths. All of these materials are durable and capable of withstanding our coastal climate. The Corten will be pre patinated to prevent runoff staining. The Anodized Aluminum will not be dyed with colour but would stay in the bronze and gold spectrum to ensure longevity.
•	I am aware of the considerations of creating foundations in this type of location whereby it is in a planted garden bed.
•	I am willing to work with Parks to incorporate into the garden and select appropriate tree options.
•	These concepts are rough and would be refined for safety and aesthetics. I will make the paddles in such a way that they are <u>not</u> climbable. Also, Each Salmon will be removable if damaged and needs repair or replacement.
•	I will add a level of detail seen in images from my example of works submitted in stage one.
•	I will be able to create this work within the requested timeline and within budget.
•	The paddles will be double-sided with pierced open areas. The piercing allows light to come through during the day, and it will have a much lighter ornamental feeling. The viewer will see design features at any time of day no matter what side the sun is on (positive and negative with light and shadow). If the site provides artwork lighting, this will allow the same effect at night but in reverse reversing the positive and negative imagery the paddle will be lit, and pierced areas will be dark.

I've aspired to the highest level of original creativity and excellence in design, creating a landmark work for the I've carefully considered that the nature of the design has to fit the scale and location of the landscape design ... Steveston community. •

When addressing public art, I have three obligations to fulfil: the criteria and the vision of the art committee and the community; paying respect to my ancestors in a way which honors our traditions of welcome and sharing, and to challenge myself so that I can make the best public art piece I can within the budget. I hope you will see that I have strived to address all of the design criteria desired for this opportunity, be it: Exceptional, Sustainable, Accessible, Synergistic and Connected to the site.

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\$35,000	Materials (Inclusive)
\$125,000	Fabrication
\$10,000	Installation
\$2,000	Comprehensive Shipping
\$4,000	Meetings / Conference Calls / Travel
\$8,500	Final Design & Engineered Drawings
\$3,000	Insurance
\$50,000	Artist Fee 20 %
\$12,500	Contingency 5%
\$250,000	Total Budget











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То:	Parks, Recreation and Cultural Services Committee	Date:	September 15, 2023
From:	Marie Fenwick Director, Arts, Culture and Heritage Services	File:	11-7141-01/2023-Voi 01
Re:	Steveston Heritage Interpretive Framework		

Staff Recommendation

That the Steveston Heritage Interpretive Framework as detailed in the staff report titled "Steveston Heritage Interpretive Framework," dated September 15, 2023, from the Director, Arts, Culture and Heritage Services be endorsed for the purpose of guiding the future development of interpretive programs, exhibits and initiatives in Steveston.

CM Fenvice

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

Att. 2

REPORT CONCURRENCE					
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER			
Parks Services	V	BAS			
SENIOR STAFF REPORT REVIEW	INITIALS:	APPROVED BY CAO			

Staff Report

Origin

This report responds to the following referral from Council on November 8, 2021.

(1) That the Draft Steveston Heritage Interpretive Framework as detailed in the staff report titled "Steveston Heritage Interpretive Framework," dated September 21, 2021, from the Director, Arts, Culture and Heritage Services be endorsed for the purpose of seeking stakeholder and public feedback; and

(2) That the final Steveston Heritage Interpretive Framework, including the results of the stakeholder and public feedback, be reported back to Council.

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

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

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

Analysis

Background

Steveston is home to six City-owned heritage sites, Britannia Shipyards National Historic Site, London Farm, Steveston Tram, Steveston Museum and Post Office, Branscombe House and Scotch Pond which offer a variety of interpretive opportunities. Additionally, Steveston is home to the Gulf of Georgia Cannery National Historic Site owned by Parks Canada and many other landscapes, places, objects, public art pieces, and activities that support the presentation of its unique heritage. Collectively these things tell the story of Steveston and as such, would benefit from the guidance of a holistic Interpretive Framework.

Interpretive plans are important guiding documents for heritage institutions and other informal learning facilities, providing direction for the design and operation of heritage facilities including conservation, landscaping, exhibits and programs. A key element of an interpretive plan is the interpretive framework. This framework sets out the key themes and stories told which guide decisions on how to communicate key messages and information to audiences through meaningful experiences, site management and business planning.

The Steveston Heritage Interpretive Framework (Interpretive Framework – Attachment 1) considers the overarching interpretation of Steveston's heritage at the City-owned heritage sites and other assets in Steveston, including the waterfront and natural areas. Developed through an integrated interpretive planning process, working with community members, the Interpretive Framework is intended to support the creation and delivery of interpretation in a more holistic

manner by informing future site planning, exhibit development, signage, conservation-related projects, and programs.

The Interpretive Framework provides long-term guidance that may evolve in response to societal shifts in our understanding of history and its importance or as the community of Steveston changes. While it is recommended that the Interpretive Framework be reviewed every 10 years it may be revised and updated at any time should new information emerge and / or feedback be received from key contributors

The Interpretive Framework provides guidance to site-specific interpretive plans. Currently, four of the City-owned heritage sites have working interpretive plans. These plans outline in more detail the themes, audiences and methods of interpretation at that site. These plans are living documents that will change as the circumstances surrounding the site's operation and interpretation changes. Additional interpretative plans may be developed for other sites at a later date and will be informed by the Interpretive Framework.

The Interpretive Framework was first presented to Committee at the Parks, Recreation and Cultural Services Committee on November 8, 2021. Following Council's endorsement in principle, further community engagement was undertaken and minor changes made in response to the feedback received. This report outlines that engagement and the resulting changes.

Engagement

The initial development of the Interpretive Framework was done in collaboration with the societies that support the operation of City-owned heritage sites' as well as other groups interested in the heritage interpretation of Steveston. Engagement began with a workshop in January 2020 focused on defining intended audiences, interpretive themes, and desired interpretive methods for each site and across Steveston. The following groups participated in this workshop:

- Britannia Shipyards National Historic Site Society;
- London Heritage Farm Society;
- Steveston Historical Society;
- Gulf of Georgia Cannery Society;
- Scotch Pond Cooperative; and
- Tourism Richmond.

Throughout 2020 and 2021, staff had numerous discussions with these groups individually, further refining the proposed audiences, themes, and methods for each site. The results of these discussions, combined with a thorough review of previous heritage planning work and historical documentation, provided the foundation for the draft Interpretive Framework.

In the previous report to Council, staff committed to engaging "groups who participated in the creation of the draft Interpretive Framework (Britannia Shipyards National Historic Site Society, London Heritage Farm Society, Steveston Historical Society, Gulf of Georgia Cannery Society, Scotch Pond Cooperative and Tourism Richmond) and others who we anticipate will help to

advance both ongoing and future strategic actions related to the plan. These groups include the Musqueam Indian Band, Steveston Harbour Authority, Steveston Community Society and the Richmond Heritage Commission." These groups, along with members the Steveston Japanese Canadian community, were all invited to comment.

Feedback received through this engagement has been accommodated with minor changes made to the draft Framework as discussed below. All groups and community members engaged endorse the Framework as presented in this report.

Staff reached out to the Musqueam Indian Band for input in the development of the Interpretive Framework as well as for input on the draft Interpretive Framework. While there was initial interest in providing input, no formal response has been received at this time. The Interpretive Framework is intended to be a living document. Staff will continue to invite Musqueam participation in projects related to the interpretation of Steveston heritage as well as future planning work relating to the Interpretive Framework and Council will be advised accordingly.

Steveston Heritage Interpretive Framework

Much of the Interpretive Framework draws on the Historical Context Statement developed for the Steveston Village Heritage Conservation Area Program in 2009 to help identify and preserve the buildings and features in Steveston Village. The Interpretive Framework considers the themes presented in the 2009 document in the current context of interpretation and as they relate to the interpretive opportunities at the heritage places in Steveston.

An overview of the Interpretive Framework is provided here. Since Council's endorsement in principle in 2021, the following minor changes were made to accommodate additional input from the community.

- The addition of other places of interpretation;
- The addition of information related to the experience of Japanese Canadians;
- The addition of a new sub-story to the Farming story to highlight the natural bounty of Steveston's lands; and
- An update to the Interpretive Goals for the Steveston Museum and Post Office.

Additional detail, including descriptions of themes and stories, is included in the attached full version. The full Interpretive Framework also includes specific interpretive goals for each City-owned heritage site which will direct the methods of presentation of the themes and stories outlined below.

The themes identified in the Interpretive Framework include:

- **Cultural Diversity** Steveston was and is a culturally diverse area, attracting people from around the globe for economic opportunities and natural beauty.
- Connection to the Fraser River Steveston exists in its current form in large part because of the physical and natural environment found in its location at the mouth of the Fraser River.

• The Past in our Present – While today's Steveston looks very different than that of one hundred years ago, the legacies of what was built then, still lives on in its people, places and activities.

The four stories outlined in the Interpretive Framework include:

- 1. Fishing Fishing has been a central driver of settlement in the Steveston area, which served as a place for fishers to collect and process their harvest for many generations. This was seen in the rich traditions of Indigenous Peoples fishing the Fraser River and remains true for the hundreds of commercial vessels in today's Steveston Harbour.
- 2. Farming While today's farmland is found largely on the outskirts of Steveston, farming has been an important activity shaping the area's development. From Chinese market gardens, to family dairy farms, to large-scale grain farms, to the berry and vegetable farms in today's Agricultural Land Reserve, each of these illustrates unique features of the land and the people who work it.
- 3. Community Life Located in the southwest corner of Richmond surrounded by river and open fields, Steveston has always been set apart from other populated areas. Because of this, community members took it upon themselves to build what it needed, developing a strong sense of independence. Community Life reflects this enterprising spirit and illustrates how people from diverse backgrounds come together to form a community.
- 4. Transportation Hub In today's world, it is difficult to imagine the large steamships of the early twentieth century that visited Steveston's port and the ferries and interurban tram that took people from the busy Steveston town to the neighbouring areas of New Westminster or Vancouver. With each change in transportation came changes to the development of Steveston and the lifestyle of people travelling and moving goods.

THEMES			
Cultural Diversity		Connection to the Fraser River	The Past in our Present
Stories	Sub-Sto	ries	
Fishing	a) The b) Fish c) Prod d) The	Catch ing Techniques and Traditions cessing the Catch Fishing Fleet	
Farming	a) The b) Lan c) A F d) The	e Natural Bounty of the Land ad Management and Stewardship Farming Community Business of Farming	
Community Life	a) Buil b) Hon c) Stay	lding Community ne Life ring Connected	

The full Interpretive Framework also includes specific interpretive goals for City-owned heritage sites which will direct the presentation of the themes and stories outlined in the table below.

THEMES			
Cultural Diversity		Connection to the Fraser River	The Past in our Present
Stories	Sub-Sto	ries	
	d) Nikl	cei Contributions	
Transportation Hub	a) Evol b) The c) The	ution of Transportation "Sockeye Special" Backbone of Commerce	

Next Steps

To successfully implement the Interpretive Framework, it is recommended that future heritage interpretation initiatives:

- 1. Align with the themes and goals identified in this Interpretive Framework;
- 2. Put the visitor's experience first; and
- 3. Link the stories and sites in Steveston.

There are a number of current initiatives in progress that build on the stories identified in the Interpretive Framework. (Attachment 2) Additionally, the following areas of interpretation will be further developed at various locations across the Steveston area:

- Stories of Indigenous Peoples and their changing relationship to the area;
- The significance of the Fraser River in Steveston's development and the impact of that development on the River;
- The evolution of West Coast fishing methods and boats;
- The history of Cannery Row and how the canneries shaped the Steveston community;
- Stories of commercial farming and agriculture in Steveston past and present;
- The diversity and evolution of communication for Steveston residents; and
- The story of Steveston as an international port.

Addressing these gaps should be considered priorities for future interpretative initiatives, such as exhibits, programs, events, signage at existing sites and elsewhere in Steveston as opportunities arise. Based on input from community and an assessment of current opportunities, staff recommend these priority actions to address the identified interpretive gaps.

- Britannia Shipyards Plan A new plan for Britannia Shipyards would provide a vision for park signage, landscaping and displays that address gaps in interpretation of the River, local ecology, and fishing boats.
- London Farmhouse Displays Display upgrades in the London Farmhouse would provide opportunities to expand on the story of the London family and interpret new stories related to the Steveston communities that supported farming.
- Field trip programs at heritage sites Expand the development and delivery of curriculum-related school programs at the four City-owned heritage sites.

- Steveston interpretive signage A comprehensive interpretive signage program would support linkages between heritage sites and stories and could build on existing signage found at Imperial Landing, the Dyke Trails, Garry Point Park and elsewhere.
- Interpretation of Fraser River at Scotch Pond Scotch Pond is uniquely situated in Garry Point Park adjacent to Sturgeon Bank. As such, this location could offer excellent opportunities to introduce new interpretation of the Fraser River.

The Council-endorsed Interpretive Framework will provide direction for future responses to existing referrals and on-going projects related to the heritage sites in Steveston. Staff, working with community stakeholders, will develop and support new initiatives to take advantage of interpretive opportunities in parks and other heritage places over the coming years. These initiatives will be the subject of future reports to Council and funding requests.

Steveston heritage sites initiatives and others relating to the implementation of the Interpretive Framework will be brought to Council as part of the Annual Year-in Review reporting. Should Council endorse the proposed Steveston Heritage Interpretive Framework, staff will circulate the document to interested community members and groups.

Financial Impact

There is no financial impact at this time. Any recommendations of the Interpretive Framework that require additional funding will be the subject of future reports to Council and the annual budget processes.

Conclusion

Staff recommend Council endorse the Interpretive Framework for the purposes of guiding how the stories of Steveston are shared at different heritage sites and locations throughout the area. The Interpretive Framework will provide direction for undertaking interpretation in a more holistic manner and inform future site planning, exhibit development, signage, conservation-related projects, and programs, at City-owned heritage sites.

Return Clarke

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Att. 1: Steveston Heritage Sites Interpretive FrameworkAtt. 2: Current Interpretive Initiatives at Steveston Heritage Sites



CITY OF RICHMOND STEVESTON HERITAGE INTERPRETIVE FRAMEWORK

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Thematic Framework

Overview

Interpretive themes		
Cultural Diversity		
Connection to the Fraser River		
The Past in our Present		
Stories	Sub-Stories	Interpretive Locations
Fishing	 a) The Catch b) Fishing Techniques and Traditions c) Processing the Catch d) The Fishing Fleet 	 Primary Gulf of Georgia Cannery National Historic Site Britannia Shipyards National Historic Site Secondary Steveston Harbour Scotch Pond Imperial Landing Fisherman's Park Garry Point Park Steveston Fishermen's Memorial Nikkei Fishermen's Memorial
Farming	 a) The Natural Bounty of the Land b) Land Management and Stewardship c) A Farming Community d) The Business of Farming 	Primary London Farm Dyke Trail Secondary Branscombe House London Wharf Park
Community Life	 a) Building Community b) Home Life c) Staying Connected d) Nikkei Contributions 	Primary • Steveston Museum and Post Office • Britannia Shipyards National Historic Site • London Farm Secondary • Steveston Tram • Steveston Village • Branscombe House • Japanese Canadian Cultural Centre • Steveston Nikkei Memorial • Steveston Mikkei Memorial • Steveston Martial Arts Centre • Kuno Garden & Cherry Trees at Garry Point • Suikinkutsu Japanese Garden in Town Square
Transportation Hub	 a) Evolution of Transportation b) The "Sockeye Special" c) The Backbone of Commerce 	Primary • Steveston Tram Secondary • Britannia Shipyards National Historic Site • Steveston Museum and Post Office • London Farm • Railway Greenway • Steveston Harbour • Imperial Landing • Steveston Community Park • London Wharf Park

Interpretive Themes

The following interpretive themes, or central concepts, can be seen in all of Steveston's heritage places and activities. These concepts are important lenses through which Steveston's history and heritage can be viewed and its stories told.

These themes, and the stories that follow, highlight Steveston's unique heritage and offer opportunities to illustrate how these histories are part of the larger story of British Columbia and Canada.

A. Cultural Diversity – Steveston was and is a culturally diverse area, attracting people from around the globe for economic opportunities and natural bounty.

Since before contact, Indigenous peoples have been drawn to the areas' rich resources. Later Chinese, Japanese, South Asian and European populations came and developed commercial fishing and farming industries. Changes in community populations through the late nineteenth and twentieth centuries were representative of larger socio-economic trends and government policies such as:

- Establishment of the reserve and residential school systems for First Nations people outlined in the Indian Act;
- Criminalization of Indigenous peoples' cultural heritage practices such as fishing, potlatches, and speaking Indigenous languages;
- Race-based immigration policies that discriminated against people of non-European descent such as the Chinese Exclusion Act and the Continuous Journey Regulation;
- Race-based awarding of fishing licenses that discriminated against people of non-European descent;
- Racial segregation of public schools that discriminated against people of non-European descent;
- Land ownership and enfranchisement laws that privileged men and people of European descent; and
- Forced internment of Japanese Canadians and dispossession of their property and businesses during the Second World War and four years after.

These policies shaped both the fishing and farming industries that were the backbone of Steveston's community.

In response, members of the Steveston community were at the forefront of social change, showing leadership by:

- Starting the movement to unionize the fishing industry;
- Establishing Richmond's first hospital and the first socialized health care system in Canada;
- Establishing Richmond's first racially integrated school, home to BC's first certified Japanese Canadian teacher; and
- Winning the right to vote for Japanese Canadians in BC elections.

Despite numerous challenges, people continued to come from around the world, creating a unique mix of cultures and working together to build a community that supported each other's well-being. While racism has been a persistent factor in Steveston's history, so has the cultural harmony that was fostered through shared working and living experiences.

B. Connection to the Fraser River – The Fraser River is a designated Canadian Heritage River with a rich natural and cultural heritage. Steveston exists in its current form in large part because of the physical and natural environment found in its location at the mouth of the Fraser River. The estuary surrounding Steveston is considered an environmentally sensitive area due to its unique ecology of tidal marshes, tidal sloughs, mud flats, traces of surviving indigenous vegetation, riverine and terrestrial habitat.

This River and its rich estuary have supported the people who settled in the area since time immemorial by providing food, fertile soil, a means of transportation and a place of beauty and recreation. The importance of the River as a connector and provider is at the heart of every story from its beginnings to today.

C. The Past in our Present – The village of Steveston and the surrounding area have maintained a strong identity despite, or perhaps because of numerous ups and downs throughout history. Communities of peoples have come and gone and come back again. The industries of fishing and farming have changed significantly over the years, but are still well-represented in the area with many residents connected to those earlier ways of life.

Preservation of heritage places and practices that long distinguished Steveston have played an important role in this continuity. So has a turn toward a new economic basis in tourism. While today's community looks very different than that of the past, the legacies of what was created then, still lives on in its people, places and activities.



Image: Steveston Waterfront circa 1943, COR 1985 4 14

Stories / Sub-stories

Although Steveston has many stories to tell, this plan focuses on four central stories which provide a rich basis for interpretation and offer opportunities to bring each story to life through existing places, objects and activities.

A. Fishing

Fishing has been a central driver of settlement in the area for millennia. Settlements initially served as a base from which fishers could collect and process their harvest. This was seen in the rich traditions of Indigenous Peoples fishing the Fraser River and Salish Sea and remains true for the more than 500 commercial vessels in the modern day Steveston Harbour.

Contained within the Fishing storyline are a number of sub-stories that speak to not only the technical aspects of the work but also the people doing the work and their experiences of hardship and success.

- The Catch describes the many species of fish and other sea life that have provided sustenance for people over the years. In addition to fish traditionally found in the Fraser River, the Catch tells about the species commercially fished up and down BC's coast by the vessels and fishers of Steveston.
- Fishing Techniques and Traditions focuses on the methods of fishing and their technological and cultural evolution. From the highly productive, and carefully regulated, traditional Indigenous fishing techniques, to gillnets, Seine nets and Easthope engines, each fishing method is unique to a people and time and sets the stage for the day-to-day experiences of Steveston's fishers and their families.
- Processing the Catch highlights the prolific fish processing industry that shaped Steveston's development during the twentieth century. This story is dominated by the salmon canneries that lined Steveston's Cannery Row, but also includes Indigenous practices of salmon preserving and modern practices of reduction and freezing.
- The Fishing Fleet tells the story of the vessels that supported fishers and the unique craftsmanship that went into their design and maintenance. In particular, this includes the history of the many boat works that were owned by Japanese Canadians who brought their unique boatbuilding skills with them from Japan.

The prominence of fishing in Steveston's development allows for numerous interpretive opportunities, highlighted by two National Historic Sites – the Gulf of Georgia Cannery and the Britannia Shipyards – and brought to life today at the Steveston Harbour.

B. Farming

While today's farmland is found largely on the outskirts of Steveston, historically farming was central to the area's development. Throughout the twentieth century, farming in Steveston has taken many shapes, evolving to suit the people, economic markets and technology of the time. From Chinese market gardens, to family dairy farms, to large-scale grain farms, to the berry and vegetable farms in today's Agricultural Land Reserve, each of these illustrates unique features of the land and the people who work it.

- The Natural Bounty of the Land tells the story of the richness of the area.
 Fueled by the fertile soils of the Fraser River estuary, the land that Steveston was built upon is home to many native species of plants and animals that have provided agricultural economies for the peoples of the area for millennia.
- Land Management and Stewardship shares how farming in Steveston shaped and was shaped by the River and its ecology. From the creation of the dyke system to maximize use of the rich delta soil to management of "pests", and the use of chemicals to increase production, farming has had a significant impact of the ecology of the River estuary.

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- A Farming Community tells the story of Steveston's many farming families and how together, they worked the land. These stories of resilience and resourcefulness share how farmers, their families, labourers and community worked together to make a living off the land. These stories also illustrate the class, gender and racial divides that were part of twentieth century farming culture.
- The Business of Farming speaks to the evolution of farming methods and how farmers worked not only to feed their families, but to produce crops that supported a sustainable business. From the types of crops planted, to the farming implements used, to the means of transportation to get to market, each decision set the course for how successful a farm business would be.

The story of farming is primarily told at London Farm with supporting interpretation in parks spaces and along the dyke trail.

C. Community Life

Located in the Southwest corner of Richmond surrounded by river and open fields, Steveston has always been set apart from other populated areas. Because of this, community members took it upon themselves to build what they needed, developing a strong sense of independence. The story of Community Life reflects this enterprising spirit and illustrates how people from diverse backgrounds can come together to form a community.

- **Building Community** focuses on the amenities and activities that developed in Steveston as the community grew. From hospitals and schools to celebrations and commerce, these places and activities characterize the life of the peoples that settled in the area known as Steveston.
- Home Life illustrates how the people working in the fishing, canning and farming industries lived. The opportunities offered by this work attracted people and families from around the world who lived in different circumstances, practicing a variety of cultural traditions.
- **Staying Connected** speaks to the evolution of communication methods that the diversity of people in Steveston used to maintain connections with their families in distant lands.
- Nikkei Contributions tells the story of the Japanese Canadians who played a significant role in the shaping of the Steveston community. From the first settler from Mio, Japan, to the forced removal of Japanese Canadians, to the modern contributions to Steveston's community, the ups and downs faced by the Nikkei people have put an indelible mark on the community known today.

The story of Community Life is told at many places throughout Steveston. The Steveston Museum and Post Office serves as a focal point, while Britannia Shipyards and London Farm offer immersive experiences.

D. Transportation Hub

The story of Steveston as a Transportation Hub is the only story that is largely situated in the past. In today's world of highways and cars, it is difficult to imagine the large steamships of the early twentieth century that visited Steveston's port regularly to transport salmon across the sea. Also lost are the ferries and interurban tram that took people from the busy Steveston town to the neighbouring areas of New Westminster or Vancouver. With each change in transportation came changes to the development of Steveston and the lifestyle of people travelling and moving goods.

- Evolution of Transportation tells the story of the changes to how people and goods moved from Steveston to other places in the region or world. It includes the early international ships, local travel by canoe, ferry or horse, as well as the interurban tram system and modern day transit and roads.
- The "Sockeye Special" was the affectionate name locals gave to the interurban rail, reflecting the importance of the Tram to the people of Steveston. This story shares the experiences of the people who travelled on the Tram for work and going to and from social events in Richmond and Vancouver.
- The Backbone of Commerce describes how various transportation systems supported the commercial development of Steveston. This includes systems that brought workers into Steveston during the fishing and canning seasons and provided producers with a reliable method of marketing and transporting their products.

This story is primarily told at the Steveston Tram with supporting interpretation at the Steveston Museum and Post Office and London Farm.



Images, top to bottom, left to right: Wood working displays at Britannia Shipyards, Tram passenger display, Doing laundry at London Farm

Interpretive Goals for Heritage Sites

Interpretive goals help direct the presentation of the themes and stories described above. These interpretive goals focus on the primary points of interpretation at City-owned facilities and places. The Gulf of Georgia Cannery National Historic Site is guided by its own interpretive plan which is in development with input from community, including the City of Richmond.

Britannia Shipyards National Historic Site Goals

Interpretation at this site is designed to ...

- Create authentic and immersive experiences of the daily life of the people who worked in West Coast fishing and boatbuilding;
- Foster greater understanding of the cultural diversity of people that supported West Coast fishing and boatbuilding;
- Encourage discovery of the complex workings of West Coast fishing and boatbuilding industry; and
- Inspire connections to and stewardship of West Coast maritime heritage and the Fraser River.

London Farm Goals

Interpretation at this site is designed to ...

- Inspire connections to and stewardship of the land and the site;
- Create an environment of curiosity and remembering of early twentieth century farm life;
- Foster greater understanding of agricultural and farm practices of early twentieth century farming; and
- Encourage discovery of the people and complexity of Richmond's farm society.



Kids activity book at Britannia Shipyards

Steveston Museum and Post Office Goals

Interpretation at this site is designed to ...

- · Evoke memories of and curiosity for the Steveston community;
- Foster greater understanding of the experiences and contributions of Steveston's Nikkei community;
- Highlight the past and present communication methods of Steveston people; and
- Encourage exploration of Steveston's unique history and heritage beyond the Museum's walls.



Image: School program at Steveston Museum and Post Office

Steveston Tram Goals

Interpretation at this site is designed to...

- Immerse visitors in the authentic experience of an interurban tram from the first half of the twentieth century;
- Foster a greater understanding of the significance of interurban transportation to Richmond; /
- Encourage discovery of the streetcar technology and operation; and
- Inspire connections to Richmond's transportation history.

List of supporting resources (by area of interest)

Branscombe House

Branscombe House Conservation Plan, Don Luxton and Associates, 2013

Britannia Shipyards National Historic Site

The Britannia/Phoenix Heritage Study, Duncan Stacey, 1983

A Heritage Overview of "Area E" at the Britannia Waterfront, Leonard Ham, 1988

City Bylaw 5585 for Heritage Designation, City of Richmond, 1990

Britannia Information Report, City of Richmond, June 1990

Britannia Complex Phase II, Robert Lemon Architecture, Sept. 1990

1991 Agenda Paper HSMB of Canada, Parks Canada, 1991

Britannia Shipyards National Historic Site Statement of Significance, Historic Sites and Monuments Board, 1991

Some Tree Ring Dates for buildings at the Britannia Heritage Shipyard – Dendrochronology Report, M L Parker Co., Mar. 1992

The Britannia Heritage Shipyard Marketing Research Study, MDM Marketing Consultants, May 1998

Steveston Community Industrial Adjustment Study: Final Report Feasibility Analysis, Cornerstone Planning Group, May 1998

Britannia Heritage Shipyard Business Plan, Britannia Business Plan Steering Committee, Sept. 2000

Britannia Heritage Shipyard Historic Zone Interpretive Plan, Denise Cook Design, Sept. 2006

Britannia Heritage Shipyard Marketing Project – Steveston Resident Discussion Group Plan, Mitchell James Marketing, 2006

Britannia Heritage Shipyard Marketing Project – Multi-year Marketing and Communications Roadmap, Mitchell James Marketing, 2007

Britannia Shipyards NHS Strategic Plan 2014-2018, City of Richmond, 2014

How We Lived: Stories of Work and Play at Britannia, City of Richmond, Feb. 2009

Britannia Shipyards NHS Site Entryways and Wayfinding Concept, Denise Cook Design, Mar. 2010 Voices of Britannia: The People, the Stories and the Future" Community Engagement Project – Final Report, City of Richmond, Nov. 2013

Seine Net Loft Design Brief, City of Richmond, Jan. 2015 Britannia Heritage Shipyard Conservation Plan, Don Luxton and Associates, 2015

Waterlot Management Plan, City of Richmond, 2016

Japanese Duplex and First Nations Bunkhouse Historical Literature Review, Denise Cook Design, May 2016

Restoring the Japanese Duplex and First Nations Bunkhouse Buildings, City of Richmond, Sept. 2016 Maritime Vessel Management and Operational Plan, City of Richmond, Nov. 2016

Britannia Shipyards Heritage Site Business Plan – Market Analysis, RC Strategies + PERC, Nov. 2017

Britannia Visitor Survey (in conjunction with Strategic Development Plan), City of Richmond, 2017

Britannia Shipyards NHS Strategic Development Plan, Nordicity, 2018

Britannia Staff & Board Boat Survey Summary, City of Richmond, 2018

Britannia Shipyards Building History, City of Richmond, Sept. 2018

Management of the Existing Fleet of Boats at Britannia, Bud Sakamoto, Nov. 2018

Marketing Plan for Britannia Shipyards, City of Richmond, April 2020

Phoenix Cannery Building: Research Report and Conservation Options, Don Luxton and Associates Inc., Dec. 2022

Phoenix Cannery Building #32: Research Report and Conservation Options, Don Luxton and Associates Inc., May 2023

Garry Point Park

Garry Point Park Master Plan, Pacific Landplan Collaborative Ltd., 1983

Gulf of Georgia Cannery National Historic Site

Gulf of Georgia Cannery Management Plan, Parks Canada, 2011

Visitor Information Program LITE Final Report, Parks Canada, 2018

Gulf of Georgia Cannery Society Strategic Plan, Gulf of Georgia Cannery Society, 2020

Japanese Fishermen's Benevolent Society Building

Japanese Nurses Residence Relocation Drawings, McGinn Engineering and Preservation Ltd., Dec. 2009

Exhibit text panels, D. Jensen and Associates, 2010 Japanese Fishermen's Benevolent Society Building Interior Renovation, Birmingham & Wood Architects and Planners, April 2013

Japanese Fishermen's Benevolent Society Building Conservation Review, Don Luxton and Associates, Nov. 2013

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London Farm

City Bylaw 3528 Designation of Lands, City of Richmond, 1977

City Bylaw 3515 Designation of House, City of Richmond, 1978

Minutes from the Provincial Agricultural Land Commission regarding London Farm application, Provincial Agricultural Land Commission, Dec. 1978

London Farm Site Development Plan, Advance Planning and Research Architecture, 1982

London Farm Plan, Justice and Vincent Landscape Architects, 1986

London Heritage Farm House Plans, unknown, 1987 London Heritage Farm Long Range Planning

Workshop Notes, PreDesign Consulting, Dec. 1996 Growing up on London Farm: the Memories of May

London, City of Richmond Archives, 1998 London Heritage Farm Collections Policy,

City of Richmond, 2012 London Farm Conservation Plan,

Don Luxton and Associates, 2014

London Heritage Farm – Farming Historical Research, City of Richmond, 2020

London Heritage Farm Master Plan, City of Richmond, 2021

Scotch Pond

City Bylaw 5960 for Heritage Designation, City of Richmond, 1992

Scotch Pond Conservation Plan, Don Luxton and Associates, 2014

Steveston area

An Archaeological Heritage Resource Overview of Richmond B.C., Leonard C. Ham, 1987 City of Richmond Heritage Inventory, City of Richmond, 2005

Steveston Area Plan of the Official Community Plan, City of Richmond, 2009

Steveston Village Conservation Strategy & Implementation Program, Birmingham & Wood Architects and Planners, Jan. 2009

Japanese Canadian Cultural Centre Conservation Plan, Don Luxton and Associates, 2014

Steveston area research, John Atkin, 2017

Brand Discovery Session, Tourism Richmond, Mar. 2018 Steveston Tourism Plan, Tourism Richmond, July 2019

Steveston Story – Story Presentation, Tourism Richmond, Oct. 2019

Visitor Volume Study, Tourism Richmond, 2020

Steveston Heritage Sites Destination Development Plan, City of Richmond, 2021

Steveston Museum and Post Office (Norther Bank Building)

City Bylaw 3956 for Heritage Designation, City of Richmond, 1981

Steveston Museum Findings and Recommendations Report, D. Jensen and Associates, June 2009

Planning and Programming the Steveston Museum and Town Square, Birmingham & Wood Architects and Planners, Mar. 2012

Northern Bank Building Conservation Review, Don Luxton and Associates, Aug. 2014

Pc-685 Steveston Town Square IFC, Damon Oriente Ltd, Sept. 2015

Visitation stats from Tourism Richmond, Tourism Richmond, 2015-2019

Statement from the Steveston Historical Society Board on the future of the Steveston Museum / Post Office / Visitor Centre, Steveston Historical Society , Fall 2018 Steveston Historical Society 2019 survey of members,

Steveston Historical Society, 2019 Steveston Museum: A Vision for Improving the Visitor Experience, Doug Munday Design, Sept. 2020

Richmond's Postal History, Bill McNulty, 2008

Steveston Tram

BCER Power Poles and Railway Tracks Conservation Review, Don Luxton and Associates, 2013

BCER Steveston Interurban Tram Passenger Car #1220 Conservation Plan, David Youngson, 2014

Tram Structure Conservation Review, Don Luxton and Associates, 2016

Conservation Maintenance Report BC Electric Tram 1220, Andrew Todd Conservators Ltd., Oct. 2018 Steveston Interurban Tram Feasibility Study, Davies Transportation Consulting Inc., Mar. 2019

ATTCHMENT 2

Current Interpretive Initiatives at Steveston Heritage Sites

There are a number of initiatives currently underway which support the implementation of the Interpretive Framework at the City's heritage sites. These are outlined by location in the following section.

Britannia Shipyards

Britannia Shipyards is a large site with numerous interpretive opportunities and significant investment in preservation and displays in recent years. However, two buildings, the First Nations Bunkhouse and Japanese Duplex, remain unrestored. At the regular Council meeting on February 8, 2021, Council endorsed a proposed program plan for the First Nations Bunkhouse and at the regular Council meeting on April 11, 2022, Council endorsed a proposed program plan for the Japanese Duplex. More detailed information about the proposed program and levels of service for the First Nations Bunkhouse and Japanese Duplex will be the subject of subsequent reports.

Additionally, Council has approved a number of interpretive experiences at Britannia Shipyards that support the stories and goals outlined in the Interpretive Framework. These include:

- Program planning and fit-out for boat restoration and building in the Richmond Boat Builders;
- Planning for heritage boat preservation and display;
- Recruitment of heritage vessels for rotating display at Britannia Shipyards docks; and
- Improved interpretive signage along the boardwalk and in the park.

Staff are currently working to complete these projects.

London Farm

At the regular Council meeting on February 8, 2021, Council endorsed a new Master Plan to guide the future development and operation of London Heritage Farm site. This Master Plan advances the Interpretive Framework by identifying specific infrastructure improvements in the London Farm Park. In June 2023, the first phase of this Master Plan was implemented and many of the elements identified in the Plan have now been completed. The remaining elements will be the subject of future reports to Council and budget requests.

Steveston Museum and Post Office

After consultation with the community, Steveston Historical Society and Tourism Richmond through 2020 and 2021, a number of new activities were proposed which would support the interpretative themes and goals identified in this Interpretive Framework and improve the visitor experience at the Steveston Museum. Council approved the following improvements to the Steveston Museum and Post Office at the November 8, 2021 meeting:

- Providing additional interpretation connecting the post office to Steveston's history and heritage;
- Working with local artists and artisans to offer rotating displays in the Northern Bank building;

- Raising profile of the Japanese Fishermen's Benevolent Society (JFBS) exhibits and providing easier access in summer season;
- Working with the local Japanese Canadian community to enhance interpretation in the JFBS building; and
- Refreshing displays of Steveston history in the Northern Bank building to allow for additional stories to be told.

At this time, upgrades to the Steveston Museum post office room are complete and the Steveston Historical Society has been offering a pop-up artists program there since 2022. This program has been popular with locals and visitors and helps to animate the site with local artists.

Staff are working to complete the initiatives approved as part of the 2022 capital project to help to address gaps in the current interpretation of Steveston's stories as well as build on the existing community programming and JFBS exhibits which have proven popular over past years.

Steveston Tram

In January 2023, new displays were opened at the Steveston Tram. These displays complete the Tram restoration project by providing the historical context for the Interurban Tram system and its importance to Richmond and Steveston. These new family-friendly displays support the themes and stories identified in the Interpretive Framework. The new displays have been well received and have significantly increased visitation to the Tram.

Phoenix Net Loft

Staff currently have a referral to explore a variety of program options for the future use of the Phoenix Net Loft. Any program option will offer interpretive opportunities to share the story of the Phoenix Net Loft and its former use.

Other Initiatives

In addition to City-led projects, two significant initiatives are being undertaken by other community groups that will contribute to the interpretation of the Steveston area.

In 2023, the Steveston Harbour Authority, in partnership with Tourism Richmond, began planning for the Fishers' Walk. This project will add interpretation of today's fishing industry along the Harbour property that connects the Gulf of Georgia Cannery to Garry Point Park.

The Gulf of Georgia Cannery National Historic Site is currently renewing its interpretive plan. City heritage sites staff are participating in this project with the goal of sharing unique Steveston stories in a collaborative way across sites.



Report to Committee

То:	Finance Committee	Date:	September 20, 2023
From:	Peter Russell, MCIP RPP Director, Sustainability and District Energy	File:	01-0060-20- LIEC1/2023-Vol 01
Re:	2024 District Energy Utility Rates		

Staff Recommendation

- 1. That the Alexandra District Energy Utility Bylaw No. 8641, Amendment Bylaw No. 10487 be introduced and given first, second and third readings;
- 2. That the Oval Village District Energy Utility Bylaw No. 9134, Amendment Bylaw No. 10488 be introduced and given first, second and third readings; and
- 3. That the City Centre District Energy Utility Bylaw No. 9895, Amendment Bylaw No. 10489 be introduced and given first, second and third readings.

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

Att. 8

REPORT CONCURRENCE						
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER				
Finance Department Law		gh hing				
REVIEWED BY SMT	Initials:	APPROVED BY CAO				

Staff Report

Origin

The purpose of this report is to recommend the 2024 Alexandra District Energy Utility (ADEU), Oval Village District Energy Utility (OVDEU), and City Centre District Energy Utility (CCDEU) district energy utility rates.

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

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

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

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

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

Lulu Island Energy Company Ltd. (LIEC), a corporation wholly-owned by the City of Richmond, was established to provide district energy services on behalf of the City. Information regarding LIEC's district energy utility (DEU) operations can be found in Attachment 1. All capital and operating costs are recovered through revenues from user fees, ensuring that the business is financially sustainable. City Council is the regulator and thus sets customer rates.

Analysis

LIEC staff have assessed the following factors when developing the 2024 rate recommendation:

- **Financially self-sustainable:** All LIEC service areas were established on the basis that all capital and operating costs would be recovered through revenues from user fees. Expenditures required to provide utility service include capital, operations, utilities, financing and administration costs. These costs are susceptible to non-discretionary increases due to material and equipment cost increases, rises in electricity and natural gas rates and general inflation. These costs were significantly impacted in 2023 due to economic events, policy decisions, unprecedented inflation and natural gas costs escalation and are projected to increase 6.7% in 2024.
- **Competitive Rate:** Council's objective is to provide end users with annual energy costs that are competitive to conventional system energy costs, based on the same level of service. For a residential customer, BC Hydro's rates are expected to increase by 2.7% in 2024. While current projections show that natural gas commodity prices will remain stable in 2024, Fortis BC customers will see a 5.8% increase in their rates due to an increase in delivery charges and the escalation of the Provincial carbon tax. It is estimated that

Table 1: Annual Percent Increase and Comparison of Blended Fortis BC and BC Hydro (BAU) Rates

	2017	2018	2019	2020	2021	2022	2023	2024 Proposed	8 Year Avg.
ADEU Rate (Residential)	4.0%	4.0%	4.0%	4.0%	0.0%	1.0%	1.0%	1.0%	2.4%
ADEU Rate (Commercial)	4.0%	4.0%	4.0%	4.0%	2.5%	4.0%	6.5%	6.7%	4.5%
OVDEU Rate	4.0%	4.0%	4.0%	4.0%	2.5%	4.0%	6.5%	6.7%	4.5%
CCDEU Rate	4.0%	4.0%	4.0%	4.0%	2.5%	4.0%	6.5%	6.7%	4.5%
Blended BAU Rate	7.1%	2.4%	3.3%	2.5%	5.0%	8.0%	4.0%	4.0%	4.5%

Recommended 2024 Customer Rates

LIEC's three district energy utilities are at different stages of their operational life; as such, each of their capital and operating costs affect rates differently. ADEU is a more mature system with most of the capital required to produce low carbon energy already been invested. Due to the efficient operation of the system and higher than originally projected energy efficiency of the residential buildings, more customers can be serviced by the two existing geo-exchange fields. This makes the system less sensitive to changes in electricity and natural gas price, and allows for postponed capital investments for new low carbon energy sources. Taking into account these factors, ADEU's residential rate could increase by 1.0% in 2024 without significantly impacting its overall financial performance.

ADEU's commercial area (Area A) is serviced by a system which is more sensitive to changes in electricity and natural gas prices, while the OVDEU and CCDEU systems are earlier in their operational life and still require significant capital investments in low carbon energy sources to connect more customers and ensure low carbon objectives are achieved. Additionally, due to the nature of their current energy sources, the costs to run these utilities are more sensitive to changes in electricity and natural gas prices. Once all costs are considered, the costs for these utilities are projected to increase 6.7% in 2024. Due to these reasons, a 6.7% rate increase would ensure all capital and operating costs are sufficiently recovered while still ensuring rates remain competitive with customers using energy from a conventional utility system.
Bylaw Housekeeping Amendments

In addition to the rates, additional housekeeping amendments are being proposed for ADEU, OVDEU and CCDEU. To be consistent with other City bylaws, City Centre District Energy Utility Bylaw No. 9895, Amendment Bylaw No. 10489 includes amendments to grant the City Engineer the discretion to approve exemptions from DEU requirements set out in the Bylaw. This exemption is to ensure that in very special and rare circumstances an equal or better alternative to DEU requirements may be approved to achieve Council's GHG reduction objectives. Alexandra District Energy Utility Bylaw No. 8641, Amendment Bylaw No. 10487, Oval Village District Energy Utility Bylaw No. 9134, Amendment Bylaw No. 10488 and the City Centre District Energy Utility Bylaw No. 9895, Amendment Bylaw No. 10489 also include amendments to ensure developments install separate energy transfer stations and energy meters for each building and/or strata on the property.

Financial Impact

None.

Conclusion

The recommended 6.7% increase for ADEU's commercial area (Area A), OVDEU and CCDEU 2024 service rates, and 1.0% for ADEU 2024 residential service rates supports Council's objective to keep the annual energy costs for LIEC customers competitive with conventional energy costs, based on the same level of service. This rate increase also ensures sufficient revenues to offset the capital investment and operating costs. Staff will continuously monitor energy costs and review the rate to ensure fairness for consumers and cost recovery for LIEC.

Peter Russell, BASc MSc MCIP RPP Director, Sustainability & District Energy (604-276-4130)

Att. 1: District Energy in Richmond

- Att. 2: Alexandra Neighbourhood and ADEU Service Area
- Att. 3: ADEU Green House Gas (GHG) Emissions Reduction Graph
- Att. 4: Oval Village Neighbourhood and OVDEU Service Area
- Att. 5: City Centre and Proposed CCDEU Service Area
- Att. 6: ADEU Proposed 2024 Rates for Services
- Att. 7: OVDEU Proposed 2024 Rates for Services
- Att. 8: CCDEU Proposed 2024 Rates for Services

Attachment 1 – District Energy in Richmond

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

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

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

	Buildings	Residential	Floor Area	
	To-Date	Units To-Date	To-Date	Build-out
Alexandra DEU	13	2,200	2.4M ft ²	$4.4M \text{ ft}^2$
Oval Village DEU	14	3,174	3.7M ft ²	6.4M ft ²
City Centre DEU	3	1,082	$1.2M \text{ ft}^2$	48.0M ft ²
Total	30	6,456	7.3M ft ²	58.8M ft ²

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

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

The OVDEU services 14 buildings, containing 3,174 residential units. Energy is currently supplied from the three interim energy centres with natural gas boilers which provide 16 MW of heating capacity. LIEC received a \$6.2 million grant from the CleanBC Communities Fund for the design and construction of the sewer heat recovery technology and a permanent energy centre for the area. This project is in the preliminary design stage and is expected to be completed in 2028. Once completed, the system will be able to produce up to 80% of low-carbon energy from the Gilbert Trunk sanitary force main sewer.

The CCDEU currently services three buildings, comprised of 1,082 residential units and approximately 1.2M ft² of floor area. To-date, developments in the City Centre service area have already committed 5.5M ft² of building floor area for future connection. While permanent energy centre progress through development, CCDEU utilizes on-site low carbon energy plants as a source of energy production. At full build-out, 176 developments, 28,000 residential units and approximately 48M ft² of floor space will be serviced by 5 permanent energy centres with over 130 MW of heating and 115 MW of cooling capacity. The built out system is estimated to reduce over one million tonnes of GHG emissions compared to conventional service.



Attachment 2 – Alexandra Neighbourhood and ADEU Service Area

R:\Engineering Planning\Shared\ArcMap\ArcMap Projects\DEU_Maps\2023\ADEU PDFs\ADEU_Proposed_Letter_February.pdf



Attachment 3 – ADEU Green House Gas (GHG) Emission Reduction Graph

¹ Assumed that all energy was provided for heating. The business-as-usual (BAU) assumed that 40% of the building heating load would be provided from electricity and the remaining 60% would be from gas make-up air units.



Attachment 4 – Oval Village Neighbourhood and OVDEU Service Area

RUEngineering Planning/SharedAntMapArcMap Projects/DEU_Maps/3023/ODEU PDFs/OVDEU_Updated_March2023.pdf



Attachment 5 – City Centre and Proposed CCDEU Service Area

Attachment 6 – ADEU Proposed 2024 Rates for Services

Table 1: Proposed Rates for Services, excluding commercial area (Area A)

ADEU

	2023	2024
Capacity Charge One: Monthly charge per square foot of the building gross floor area	\$0.0956	\$0.0966
Volumetric Charge: Charge per megawatt hour of energy consumed by the building	\$24.190	\$24.432
Excess Demand Fee - for each watt per square foot of each of the estimated peak heat energy demand and the estimated peak cooling demand that exceeds 6 W/ft2	\$0.184	\$0.1963

Table 2: Proposed Rates for Services, commercial area (Area A)

Area A				
	2023	2024		
Volumetric Charge: Charge per megawatt hour of energy consumed	\$88.88	\$94.835		

Attachment 7 – OVDEU Proposed 2024 Rates for Services

OVDEU

	2023	2024
Capacity Charge One: Monthly charge per square foot of the building gross floor area	\$0.0633	\$0.0675
Volumetric Charge: Charge per megawatt hour of energy consumed by the building	\$38.952	\$41.562
Excess Demand Fee - for each watt per square foot of the aggregate of the estimated peak heat energy demand that exceeds 6 W/ft2	\$0.184	\$0.1963

Attachment 8 – CCDEU Proposed 2024 Rates for Services

CCDEU

	2023	2024
Capacity Charge One: Monthly charge per square foot of the building gross floor area	\$0.0738	\$0.0787
Volumetric Charge: Charge per megawatt hour of energy consumed by the building	\$45.340	\$48.378
Excess Demand Fee - for each watt per square foot of each of the estimated peak heat energy demand and the estimated peak cooling demand that exceeds 6 W/ft2	\$0.184	\$0.1963



Alexandra District Energy Utility Bylaw No. 8641 Amendment Bylaw No. 10487

The Council of the City of Richmond enacts as follows:

1. Alexandra District Energy Utility Bylaw No. 8641, as amended, is further amended by deleting section 6.1 and replacing it with the following:

"6.1 Service Connection and Energy Transfer Station

- In order to provide the Services and bill a Customer for Energy delivered, the Service Provider will, subject to Section 6.3 (Supply and Installation of Service Connection and Energy Transfer Station by Customer) and Section 6.6 (Additional Service Connections, Energy Transfer Stations) below, serve each Designated Property with one Service Connection and one Energy Transfer Station.
- (b) If a Designated Property has more than one building, then each building on the Designated Property must have its own Energy Transfer Station, and the Customer must apply for such additional Energy Transfer Station(s) pursuant to Section 6.6 (Additional Service Connections, Energy Transfer Station) below.
- (c) The technical specifications of all Service Connections and Energy Transfer Stations and the components thereof will be determined by the Service Provider."
- 2. Alexandra District Energy Utility Bylaw No. 8641, as amended, is further amended by deleting section 6.6 and replacing it with the following:

"6.6 Additional Service Connections, Energy Transfer Stations

- (a) A Customer may apply to the Service Provider for one or more additional Service Connections at a Designated Property, which additional Service Connection(s) together with the related Energy Transfer Station(s) may be provided at the sole discretion of the Service Provider.
- (b) A Customer may apply to the Service Provider for one or more additional Energy Transfer Stations at a Designated Property, which additional Energy Transfer Station(s) may be provided at the sole discretion of the Service Provider.
- (c) If the Service Provider agrees to install an additional Service Connection and/or Energy Transfer Station, the Service Provider may charge the Customer

additional ETS and Service Connection Installation Fees for the provision, supply, delivery and installation of the additional Service Connection and/or Energy Transfer Station.

- (d) The Service Provider may bill each additional Service Connection and/or Energy Transfer Station from a separate meter and account."
- 3. The Alexandra District Energy Utility Bylaw No. 8641, as amended, is further amended by deleting Schedule C (Rates and Charges) in its entirety and replacing it with a new Schedule C attached as Schedule A to this Bylaw.
- 4. This Bylaw is cited as "Alexandra District Energy Utility Bylaw No. 8641, Amendment Bylaw No. 10487"

FIRST READING	 CITY OF RICHMOND
SECOND READING	 APPROVED for content by originating dept.
THIRD READING	 CR
ADOPTED	 APPROVED for legality by Solicitor
	BRB

MAYOR

CORPORATE OFFICER

Schedule A to Bylaw No. 10487

SCHEDULE C to BYLAW NO. 8641

Rates and Charges

PART 1 - RATES FOR SERVICES

The following charges, as amended from time to time, will constitute the Rates for Services for the Service Area excluding shaded Area A as shown in Schedule A to this Bylaw:

- (a) Capacity charge a monthly charge of \$0.0966 per square foot of Gross Floor Area; and
- *(b) Volumetric charge a charge of \$24.432 per megawatt hour of Energy returned from the Energy Transfer Station at the Designated Property.*

PART 2 - EXCESS DEMAND FEE

Excess demand fee of 0.1963 for each watt per square foot of each of the estimated peak heat energy demand and estimated cooling demand referred to in section 21.1(e)(i), 21.1(e)(ii), and 21.1(e)(iii) that exceeds 6 watts per square foot.

PART 3 - RATES FOR SERVICES APPLICABLE TO AREA A

The following charges will constitute the Rates for Services applicable only to the Designated Properties identified within the shaded area (Area A) shown in Schedule A to this bylaw:

 (a) Volumetric charge – a charge of \$94.835 per megawatt hour of Energy returned from the Energy Transfer Station at the Designated Property calculated on each of (i) an energy use of 2644 MWh per annum ("Basic Supply Amount"), and (ii) any energy use in excess of the Basic Supply Amount.



Oval Village District Energy Utility Bylaw No. 9134 Amendment Bylaw No. 10488

The Council of the City of Richmond enacts as follows:

1. Oval Village District Energy Utility Bylaw No. 9134, as amended, is further amended by deleting section 4.1 of Schedule B (General Terms and Conditions), and replacing it with the following:

"4.1 Service Connection and Energy Transfer Station

- (a) In order to provide the Services and bill a Customer for Energy delivered, the Service Provider will, subject to Section 4.3 (Supply and Installation of Service Connection and Energy Transfer Station by Customer) and Section 4.6 (Additional Service Connections, Energy Transfer Stations) below, serve each Designated Property with one Service Connection and one Energy Transfer Station.
- (b) If a Designated Property has more than one building, then each building on the Designated Property must have its own Energy Transfer Station, and the Customer must apply for such additional Energy Transfer Station(s) pursuant to Section 4.6 (Additional Service Connections, Energy Transfer Station) below.
- (c) The technical specifications of all Service Connections and Energy Transfer Stations and the components thereof will be determined by the Service Provider."
- 2. Oval Village District Energy Utility Bylaw No. 9134, as amended, is further amended by deleting section 4.6 of Schedule B (General Terms and Conditions), and replacing it with the following:

"4.6 Additional Service Connections, Energy Transfer Stations

- (a) A Customer may apply to the Service Provider for one or more additional Service Connections at a Designated Property, which additional Service Connection(s) together with the related Energy Transfer Station(s) may be provided at the sole discretion of the Service Provider.
- (b) A Customer may apply to the Service Provider for one or more additional Energy Transfer Stations at a Designated Property, which additional Energy Transfer Station(s) may be provided at the sole discretion of the Service Provider.

- (c) If the Service Provider agrees to install an additional Service Connection and/or Energy Transfer Station, the Service Provider may charge the Customer additional ETS and Service Connection Installation Fees for the provision, supply, delivery and installation of the additional Service Connection and/or Energy Transfer Station.
- (d) The Service Provider may bill each additional Service Connection and/or Energy Transfer Station from a separate meter and account."
- 3. The Oval Village District Energy Utility Bylaw No. 9134, as amended, is further amended by deleting Schedule D (Rates and Charges) of the Bylaw in its entirety and replacing it with a new Schedule D as attached as Schedule A to this Bylaw.
- 4. This Bylaw is cited as "Oval Village District Energy Utility Bylaw No. 9134, Amendment Bylaw No. 10488".

FIRST READING	 CITY OF RICHMOND
SECOND READING	 APPROVED for content by originating dept.
THIRD READING	 CR
ADOPTED	 APPROVED for legality by Solicitor
	BRB

MAYOR

CORPORATE OFFICER

SCHEDULE D

Rates and Charges

PART 1 - RATES FOR SERVICES

The following charges, as amended from time to time, will constitute the Rates for Services:

- (a) capacity charge a monthly charge of \$0.0675 per square foot of gross floor area; and
- (b) volumetric charge a monthly charge of \$41.562 per megawatt hour of Energy returned from the Energy Transfer Station at the Designated Property.

PART 2 - EXCESS DEMAND FEE

Excess demand fee of \$0.1963 for each watt per square foot of the aggregate of the estimated peak heat energy demand referred to in section 19.1(e) (i), (ii), and (iii) that exceeds 6 watts per square foot.



City Centre District Energy Utility Bylaw No. 9895 Amendment Bylaw No. 10489

The Council of the City of Richmond enacts as follows:

1. City Centre District Energy Utility Bylaw No. 9895, as amended, is further amended by deleting Section 5 and replacing it with the following:

"5. Mandatory Use of DEU.

- (a) Subject to the Service Provider providing Services pursuant to this Bylaw, each Owner of a building within the Service Area that is on a property that has a covenant registered on title requiring buildings constructed on the property to have the mechanical capability to connect to and receive annual space heating, domestic water, and space cooling through the DEU will, when available, connect to and utilise the DEU for internal space heating, domestic hot water, and space cooling in accordance with the terms and conditions of this Bylaw.
- (b) Each Owner of a new building proposed for construction or under construction within the Service Area after the date of enactment of this Bylaw, that is 10,000 ft² or larger in size, for which the City's Building Regulation Bylaw requires submission of a building permit application or issuance of final inspection notice permitting occupancy, to any one of which the Owner, as at the date of enactment of this Bylaw, is not yet entitled, will:
 - a. construct such building to have the mechanical capability to connect to and receive annual space heating, domestic water, and space cooling through the DEU; and
 - b. subject to the Service Provider providing Services pursuant to this Bylaw, when available, connect to and utilise the DEU for internal space heating, domestic hot water, and space cooling, in accordance with the terms and conditions of this Bylaw.
- (c) An Owner of a building may apply to the City Engineer for an exemption from the requirements set out in Subsection 5(b) of this Bylaw. The City Engineer may approve such application, subject to such terms and conditions as they see fit, in addition to any conditions prescribed by this Bylaw."
- 2. City Centre District Energy Utility Bylaw No. 9895, as amended, is further amended by deleting section 1.1(r) of Schedule B (General Terms and Conditions), and replacing it with the following:
 - "1.1(r) "Energy Generation Plant Designated Property" means:

- (i) any property located in an area in the City of Richmond delineated in the boundaries map attached as Schedule E hereto or such portions thereof as may be designated by the Council and such other areas as may be added from time to time by the Council; and
- (ii) any property located in the Service Area that has a covenant registered in the Land Title Office against title to the land, requiring the covenantor to construct an Energy Generation Plant On Site of such property and transfer ownership of such Energy Generation Plant to the City or the Service Provider;"
- 3. City Centre District Energy Utility Bylaw No. 9895, as amended, is further amended by deleting section 4.1 of Schedule B (General Terms and Conditions), and replacing it with the following:

"4.1 Service Connection and Energy Transfer Station

- (a) In order to provide the Services and bill a Customer for Energy delivered, the Service Provider will, subject to Section 4.4 (Supply and Installation of Service Connection and Energy Transfer Station by Customer) and Section 4.9 (Additional Service Connections, Energy Transfer Stations) below, serve each Designated Property with one Service Connection and one Energy Transfer Station.
- (b) If a Designated Property has more than one building, then each building on the Designated Property must have its own Energy Transfer Station, and the Customer must apply for such additional Energy Transfer Station(s) pursuant to Section 4.9 (Additional Service Connections, Energy Transfer Station) below.
- (c) The technical specifications of all Service Connections and Energy Transfer Stations and the components thereof will be determined by the Service Provider."
- 4. **City Centre District Energy Utility Bylaw No. 9895,** as amended, is further amended, by deleting section 4.9 of Schedule B (General Terms and Conditions), and replacing it with the following:

"4.9 Additional Service Connections, Energy Transfer Stations

- (a) A Customer may apply to the Service Provider for one or more additional Service Connections at a Designated Property, which additional Service Connection(s) together with the related Energy Transfer Station(s) may be provided at the sole discretion of the Service Provider.
- (b) A Customer may apply to the Service Provider for one or more additional Energy Transfer Stations at a Designated Property, which additional Energy Transfer Station(s) may be provided at the sole discretion of the Service Provider.

- (c) If the Service Provider agrees to install an additional Service Connection and/or Energy Transfer Station, the Service Provider may charge the Customer additional ETS and Service Connection Installation Fees for the provision, supply, delivery and installation of the additional Service Connection and/or Energy Transfer Station.
- (d) The Service Provider may bill each additional Service Connection and/or Energy Transfer Station from a separate meter and account."
- 5. City Centre District Energy Utility Bylaw No. 9895, as amended, is further amended by deleting Schedule D (Rates and Charges) in its entirety and replacing it with a new Schedule D as attached as Schedule A to this Bylaw.
- 6. This Bylaw is cited as "City Centre District Energy Utility Bylaw No. 9895, Amendment Bylaw No. 10489".

FIRST READING		CITY OF RICHMOND
SECOND READING		APPROVED for content by originating dept.
THIRD READING		CR
ADOPTED		APPROVED for legality by Solicitor
		BRB
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MAYOR

CORPORATE OFFICER

Schedule A to Bylaw No. 10489

SCHEDULE D

Rates and Charges

PART 1 - RATES FOR SERVICES

The following charges, as amended from time to time, will constitute the Rates for Services:

- (a) capacity charge a monthly charge of \$0.0787 per square foot of gross floor area; and
- (b) volumetric charge a monthly charge of \$48.378 per megawatt hour of Energy returned from the Energy Transfer Station at the Designated Property.

PART 2 - EXCESS DEMAND FEE

Excess demand fee of 0.1963 for each watt per square foot of each of the estimated peak heat energy demand and estimated cooling demand referred to in section 19.1(f) (i), 19.1(f) (ii) and 19.1(f) (iii) that exceeds 6 watts per square foot.





To:	Finance Committee	Date:	October 4, 2023
From:	John Irving, P.Eng., MPA General Manager, Engineering and Public Works	File:	10-6000-01/2023-Vol 01
	Jerry Chong, CPA, CA General Manager, Finance and Corporate Services		
Re:	2024 Utility Budgets and Rates		

Staff Recommendation

That the 2024 utility budgets, as presented in Option 3 for Water (page 7), Option 3 for Sewer (page 14), Option 3 for Flood Protection (page 25), and Option 2 for Solid Waste and Recycling (page 27), as outlined in the staff report titled, "2024 Utility Budgets and Rates", dated October 4, 2023, from the General Manager, Engineering and Public Works and the General Manager, Finance and Corporate Services, be approved as the basis for establishing the 2024 utility rates and included in the Consolidated 5 Year Financial Plan (2024-2028).

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John Irving, P.Eng., MPA General Manager, Engineering and Public Works (604-276-4140)

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

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER	
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Staff Report

Executive Summary

Utility fees provide dedicated funding for the delivery of Water, Sewer, Flood Protection, and Solid Waste and Recycling services within Richmond. This includes Council-endorsed programs and initiatives, and funding for the operation, maintenance and upgrade of the associated infrastructure and assets. Richmond's utilities include:

- Water: The Water Utility provides distribution of water to Richmond's residents and businesses. Bulk drinking water supply is purchased from Metro Vancouver and distributed through the City's pressure reducing valve stations and watermain network. This utility also supports programs to encourage water conservation within the City.
- Sewer: The Sewer Utility provides sewer service for properties within the regional sewerage boundaries. Sewage is collected through the City's sanitary infrastructure and conveyed to Metro Vancouver's trunk sewer system and wastewater treatment plants for treatment and discharge. Richmond pays Metro Vancouver for treatment and conveyance services each year.
- **Flood Protection:** The Flood Protection Utility provides flood protection services for Richmond, which includes a diking network to protect the City from flooding, and drainage infrastructure to convey and discharge rainwater out of the City. This utility supports infrastructure upgrades to protect the City against climate change induced sea level rise and atmospheric events.
- Solid Waste and Recycling: The Solid Waste and Recycling Utility includes garbage and recycling collection services and programs designed to advance broader waste reduction and recycling objectives. The City's programs and initiatives have allowed the City to remain a leader in providing robust recycling programs, currently diverting 79% of single-family residential waste.

The Water, Sewer, Flood Protection, and Solid Waste and Recycling utilities have dedicated reserve bylaws to secure funding for infrastructure upgrades and any related items that support the respective utilities.

Key Cost Drivers for the 2024 Utility Budgets and Rates

Metro Vancouver Cost Increases

Metro Vancouver's 2024 cost increases, as presented in their proposed 2024-2028 Financial Plan, are the primary drivers for the City's 2024 utility rates for the majority of these services. Metro Vancouver's proposed rate increases for 2024 are as follows:

• Water: Metro Vancouver's proposed 2024 water rate increase is 7.6% (2023 increase was 2.8%). Metro Vancouver water purchase cost represents 57% of the City's Water Utility user fee budget (Figure 1 on the following page).

- Sewer: Metro Vancouver's proposed 2024 sewer levy increase is 10.3% (2023 increase was 8.6%). Metro Vancouver's sewer levy cost represents 70% of the City's Sewer Utility user fee budget (Figure 2).
- Solid Waste: The Metro Vancouver solid waste tipping fees are increasing by \$7 from \$127 to \$134 per tonne, plus an unchanged transaction fee of \$5 per load. A tiered structure based on load size/weight will continue to be used for small vehicles and commercial customers.



Figure 1. Proposed 2024 Water Utility Cost Breakdown Figure 2. Proposed 2024 Sewer Utility Cost Breakdown

Accelerated Flood Protection Program (Flood Protection Utility)

Climate change scientists predict up to 1 metre of sea level rise and 0.2 metres of ground settlement by 2100. At the April 12, 2021 Regular Council Meeting, Council adopted a 50-year implementation period for an accelerated flood protection program with the objective of upgrading the City's dikes within 50 years. The program requires \$30M in annual capital funding within the Flood Protection Utility by 2032, which will allow the City to upgrade flood protection infrastructure well in advance of current anticipated climate change impacts. Implementation of the new rates began in 2023. The Flood Protection Utility presented in this report reflects the continuation of the program acceleration.

Ageing Infrastructure Replacement

Another component of the City's utility budget relates to the replacement of ageing municipal infrastructure. Annual funding levels required to maintain and replace the City's utility infrastructure are assessed in the report titled "Ageing Utility and Road Infrastructure Planning – 2022 Update", dated June 8, 2022 and received for information during the July 25, 2022 Regular Council Meeting. This report identifies additional annual funding requirements of \$2.9M for water and \$5.9M for sanitary infrastructure. While this funding gap does not impact short term service levels, bridging the funding gap over the next decades will be required to replace

infrastructure that is nearing the end of its service life. The 2024 utility budget includes recommendations to reduce the funding gap for water and sewer utilities.

Solid Waste and Recycling Service Agreements and Market Conditions

Key cost drivers for the Solid Waste and Recycling Utility include additional costs and resources that are required to meet the City's contractual obligations. This includes inflationary contract costs stipulated in existing contracts, disposal cost increases, market fluctuations for commodities at the Recycling Depot and growth in the number of units to be serviced.

Utility Budgets and Rates Options

Recognizing the challenges of cost increases outside of the City's control and those associated with maintaining City infrastructure, staff have presented various budget and rate options for 2024. This includes three different options for each of the City's utilities.

In accordance with Council's Budget & 5-Year Financial Plan Preparation Policy (Policy 3016), Option 1 for each utility presents a same level of service budget with only non-discretionary increases specified in contractual agreements and rate regulated increases (e.g. regional or other government agency increases). Option 2 and Option 3 present actions the City can take to modify the rates or levels of service depending on the varying circumstances and needs within each budget area. The three options for each of the City utilities are presented in this report.

Staff recommend Option 3 for Water (page 7), Option 3 for Sewer (page 14), Option 3 for Flood Protection (page 25), and Option 2 for Solid Waste and Recycling (page 27). The proposed 2024 rates are summarized in Table 17 and Table 18 (page 35).

Comparison of 2023 Utility Rates with Comparator Municipalities

The City's utility budgets are carefully managed to provide high levels of service to Richmond's residents, despite external increases that are outside of the City's control.

Figure 3 on the following page compares 2023 utility rates with comparator municipalities. The 2023 rates are presented for comparator municipalities as 2024 rates have not been established yet.



2023 Rates for Richmond and Comparator Municipalities

Figure 3. Comparison of Average Single Family Dwelling Utility Rates for Richmond with Comparator Municipalities (2023 Rates)

Unlike comparator municipalities, Richmond's flat topography, high water table and proximity to the water places unique challenges on the City's utility infrastructure, resulting in larger and deeper pipes, the need for over 200 drainage and sanitary pump stations and the need for an extensive flood protection system that includes 49 kilometres of perimeter dikes. In addition, the City has made substantial investments to upgrade flood protection infrastructure in advance of anticipated climate change impacts through the ongoing accelerated flood protection program. This significantly increases demand for capital and operating costs. Despite these challenges and the additional infrastructure needs, the City of Richmond continues to offer a high level of service and maintain competitive fees for utility services.

Detailed budget and rate information for each utility, with options for Council's consideration, are presented in this report.

Origin

This report presents the recommended 2024 utility budgets and rates for Water, Sewer, Flood Protection, and Solid Waste and Recycling.

Should the utility budgets and rates presented in this report be endorsed by the Finance Committee, a subsequent report will be presented to Council to introduce amendment bylaws that reflect the approved utility rates. The report will be presented at subsequent Regular Council Meetings to give the amendment bylaws first, second, and third readings prior to adoption. The utility rates are required to be established by December 31, 2023 to take effect on January 1, 2024. This report supports the following strategies within Council's Strategic Plan 2022-2026:

Strategy #3 A Safe and Prepared Community:

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

3.1 Advance proactive, sustainable, and accelerated flood protection in collaboration with other governments and agencies.

3.2 Leverage strategic partnerships and community-based approaches for comprehensive safety services.

3.3 Ensure the community is collectively prepared for emergencies and potential disasters.

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

Strategy #4 Responsible Financial Management and Governance:

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

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

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

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

4.4 Work with all levels of governments for grant and funding opportunities.

Strategy #5 A Leader in Environmental Sustainability:

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

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

5.2 Support the preservation and enhancement of Richmond's natural environment.

5.3 Encourage waste reduction and sustainable choices in the City and community.

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Analysis

Water Utility

The three budget options for the Water Utility are shown in Table 1. Italicized values represent the difference between the 2023 rates and the 2024 rate options. The 2024 base budget for each option is equal to the sum of the 2023 base budget plus the changes in italics. Rows in green denote the key budget areas with options, which are further discussed in subsequent sub-sections of this report.

Key Budget Areas	2023 Base Level Budget (Restated for Comparison ¹)	Option 1 Non-discretionary Increases, Including a 1% Rate Increase for the Multi-Family Water Metering Program	Option 2 Option 1 + \$250,000 Increase to Capital Infrastructure Replacement Program	Option 3 (Recommended) Option 1 + \$500,000 Increase to Capital Infrastructure Replacement Program
Expenditures				
Salary	\$6,998,800	\$346,100	\$346,100	\$346,100
Operating Expenditures	\$3,808,400	\$63,900	\$63,900	\$63,900
Water Meter Reading and Maintenance	\$182,400	\$0	\$0	\$0
Toilet Rebate Program	\$100,000	\$0	\$0	\$0
Metro Vancouver Water Purchases	\$29,235,400	\$2,645,700	\$2,645,700	\$2,645,700
Capital Infrastructure Replacement Program	\$7,500,000	\$0	\$250,000	\$500,000
Residential Water Metering Program	\$3,085,900	\$0	\$0	\$0
Firm Price/Receivable	\$2,889,700	\$81,400	\$81,400	\$81,400
Overhead Allocation	\$1,160,600	\$7,100	\$7,100	\$7,100
Total Base Level Expenditure Budget	\$54,961,200	\$58,105,400	\$58,355,400	\$58,605,400
Revenues				
Water Levy Provision (Rate Stabilization)	\$0	\$0	\$0	\$0
Investment Income	-\$220,000	-\$44,000	-\$44,000	-\$44,000
Firm Price/Receivable	-\$2,889,700	-\$81,400	-\$81,400	-\$81,400
Meter Rental	-\$1,982,400	-\$65,300	-\$65,300	-\$65,300
YVR Maintenance	-\$30,000	\$0	\$0	\$0
Water Levy Provision (Toilet Rebate/Flushing)	-\$306,900	\$16,300	\$16,300	\$16,300
Meter Re-Reads and Other Services	-\$233,300	\$0	\$0	\$0
Reserve (Residential Water Metering Program)	-\$900,000	\$450,000	\$450,000	\$450,000
Total Base Level Revenue Budget	-\$6,562,300	-\$6,286,700	-\$6,286,700	-\$6,286,700
Net Budget	\$48,398,900	\$51,818,700	\$52,068,700	\$52,318,700
Net Difference Over 2023 Base Level Budget		\$3,419,800	\$3,669,800	\$3,919,800

¹ The 2023 Base Level budget has been restated to include approved operating budget impacts.

The revenues and expenditures for the Water Utility budget reductions and increases given in Table 1 are outlined below.

Expenditures

The key driver for the Water Utility is Metro Vancouver Water Purchases. Secondary drivers include Capital Infrastructure Replacement, Residential Water Metering Programs, Salary and Operating expenditures.

Metro Vancouver Water Purchases

Bulk water is purchased from Metro Vancouver on a volumetric basis. Metro Vancouver's water rate will increase by 7.6% in 2024, as compared to a 2.8% increase in 2023. Metro Vancouver's 2024 rate increase corresponds to a \$2.6M increase in water purchase cost based on the City's projected water consumption. This accounts for the majority of the 2024 non-discretionary expenditure increase. The City's 2024 water rates are based on Metro Vancouver's proposed 2024-2028 Financial Plan (Table 2).

Tuble 2. Metro Vulleouver Wuter Rute Hojeenon - Hoposed 202+2020 Hulleouver Hull						
	2024	2025	2026	2027	2028	
Blended Rate (\$/m ³)	\$0.9333	\$1.0164	\$1.0814	\$1.1192	\$1.1494	
% Change	7.6%	8.9%	6.4%	3.5%	2.7%	

Table 2. Metro Vancouver Water Rate Projection - Proposed 2024-2028 Financial Plan

Metro Vancouver's water rate increases are forecasted to be significant in 2024 and beyond due to major upcoming infrastructure projects required to improve system capacity, resilience, and reliability. Since 2006, the Metro Vancouver water rate has increased by 225%, or an average annual increase of 6.8%. These increases are notably higher than the City's water utility rates, which increased by 54% over the same period.

Due to these increases, Metro Vancouver costs have increased from accounting for 44% of Richmond's water utility rate in 2006 to 57% in 2024 (Figure 4 on the following page). The increases in Metro Vancouver costs are a primary budget driver for the Water Utility.



Figure 4. 2006 vs 2024 Water Utility User Fee Breakdown

Water Capital Infrastructure Replacement Program Contribution

The Water Capital Infrastructure Replacement Program facilitates proactive management of the City's water assets, which allows the City to maintain a high level of service by minimizing watermain breaks and service disruptions. Through proactive management of ageing infrastructure and implementation of the City's water pressure management program, the City has successfully reduced water losses due to pipe leakage in the water distribution system. This has resulted in additional cost savings from avoided Metro Vancouver water purchase costs as well as associated emergency response expenditures. Council's proactive approach to infrastructure replacement is also a sound preventative maintenance strategy.

The annual capital contribution for water infrastructure replacement is currently \$7.5M, excluding the amount currently dedicated to the water metering program. The "Ageing Utility and Road Infrastructure Planning – 2022 Update" report identified a long-term annual funding requirement of \$10.4M, with a target funding range of \$8.4M to \$12.3M. Option 2 and Option 3 include increases to the Water Capital Infrastructure Replacement Program in the amount of \$250,000 and \$500,000, respectively, at Council's discretion to bridge the gap between current and targeted funding levels. Bridging the funding gap between current and targeted funding levels supports proactive infrastructure replacement, thereby offsetting financial obligations for future years. This will continue to be an important consideration in future utility budgets.

Water Metering (Avoided Water Purchase Costs)

Water metering plays an essential role in the City's water demand management program, which improves equity to ratepayers by providing volume-based user fees and reduces bulk water purchase costs by promoting water conservation and reducing private-side leakage. Since the inception of the program in 2003, the City's total water use has decreased by 15% despite an

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increase in population of 29%. The reduction in per capita water usage is estimated to result in annual savings of \$15M in avoided water purchase cost.

The City has made significant advances in water metering since the program was first introduced. Approximately 83% of the City's water use is currently metered. All single-family and Industrial, Commercial and Institutional (ICI) properties are metered and 56% of multi-family units are metered.

Water Salary and Operating Expenditures

The City's total operating expenditures (excluding Metro Vancouver costs and the increased funding to implement universal multi-family water metering) is below the Consumer Price Index (CPI). The main cost drivers for the operating expenditure increase include the following:

- Estimates for salary and fringe benefit impacts for union agreements yet to be negotiated for 2024 (when the collective bargaining process is completed, adjustments may be required, which would be included in the next budget cycle);
- Senior government increases such as license permit fees and changes to WorkSafeBC rates; and
- Material cost increases.

The City's operating expenditures are carefully managed and considerable measures have been taken to minimize cost increases where possible. The average increase to the City's non-discretionary operating expenditures since 2021 has been 2.0%, which is below the CPI over the same period.

Revenues

Reserve (Residential Water Metering Program)

At the November 8, 2021 Regular Council Meeting, through the 2022 Utility Budgets and Rates report, Council endorsed increasing the annual funding level for the water metering program to \$3M to implement a universal multi-family water metering program. The increased funding was to be achieved through a phased annual 1% increase to the water rate over the next four years, along with utilization of the Watermain Replacement Reserve to make up the difference over that period. All options include this 1% annual rate increase, 2024 will be the 3rd year of the 4 phases.

Water Construction Period Revenues

The City receives construction period revenues from development customers for water use during construction. This revenue is not budgeted due to its long-term variability. Any actual revenue will be transferred to the Water Levy Stabilization Provision for future rate stabilization funding.

Water Levy Provision for Rate Stabilization

The Water Levy Provision was established by Council as a funding source for water rate stabilization. The Provision has a balance of \$15.6M as of August 31, 2023, and is intended to offset significant future increases in regional water purchase costs.

The annual funding from the Water Levy Provision was eliminated in the 2023 utility budget to preserve the Provision for the future, when larger Metro Vancouver water purchase rate increases

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are anticipated. None of the options for 2024 include a planned drawdown from the Water Levy Provision, and staff recommend that the Provision continue to be preserved in anticipation of future large Metro Vancouver rate increases.

Impact on 2024 Water Rates

The impact of the three budget options on water rates is shown in Table 3 and Table 5 on page 12. Table 3 shows the options for metered customers and Table 5 shows the options for flat rate customers. The rates presented include fixed costs for metering, such as meter reading, billing and maintenance. The italicized numbers represent the difference between 2023 rates and the rate options for 2024.

Option 1 represents non-discretionary increases that are required to maintain existing levels of services. Option 2 includes everything in Option 1 and a \$250,000 increase to the Water Capital Infrastructure Replacement Program. Option 3 is the recommended option and includes everything in Option 1 and a \$500,000 increase to the Water Capital Infrastructure Replacement Program.

Customer Class	2023 Rates	Option 1	Option 2	Option 3 (Recommended)
Single-Family Dwelling	\$509.47	\$545.75	\$548.32	\$550.85
(based on 325 m ³ average consumption)	\$508.47	\$37.28	\$39.85	\$42.38
Townhouse	\$2.48.00	\$373.09	\$374.82	\$376.52
(based on 218 m ³ average consumption)	\$348.09	\$25.00	\$26.73	\$28.43
Apartment	¢222.76	\$251.77	\$253.01	\$254.23
(based on 157 m ³ average consumption)	\$255.70	\$18.01	\$19.25	\$20.47
Matarad Bata (\$/m ³)	¢1 4216	\$1.5463	\$1.5542	\$1.5620
Metered Rate (\$/m ²)	\$1.4316	\$0.1147	\$0.1226	\$0.1304
Metro Vancouver % Change		6.2%	6.2%	6.2%
City % Change		1.8%	2.4%	2.9%
Total % Change		8.0%	8.6%	9.1%

 Table 3. 2024 Metered Rate Water Options (Net of Discount)

Table 4 on the following page shows the Metro Vancouver and City portion of the rate impacts for each of the metered rate options. The Metro Vancouver rate impacts are italicized on the left and the City rate impacts are italicized on the right.

Table 4. Cost Increase Broken Down by Metro	o Vancouver vs City	y Rate Impacts for	2024 Metered
Rate Water Options (Net of Discount)	-	-	

	Option 1		Option 2		Option 3 (Recommended)	
Customer Class	Total		Total		Total	
	MV	City	MV	City	MV	City
Single-Family Dwelling	\$37.28		\$39.85		\$42.38	
(based on 325 m ³ average consumption)	\$28.84	\$8.44	\$28.84	\$11.01	\$28.84	\$13.54
Townhouse	\$25.00		\$26.73		\$28.43	
(based on 218 m ³ average consumption)	\$19.34	\$5.66	\$19.34	\$7.39	\$19.34	\$9.09
Apartment	\$18.01		\$19.25		\$20.47	
(based on 157 m ³ average consumption)	\$13.93	\$4.08	\$13.93	\$5.32	\$13.93	\$6.54
Metered Rate $(\$/m^3)$	\$0.1147		\$0.1226		\$0.1304	
	\$0.0887	\$0.0260	\$0.0887	\$0.0339	\$0.0887	\$0.0417

Table 5	2024 Elat	Rate V	Vater O	Intions (Net of	f Discount)	
Table J.	2024 Mat	Kale v	valer O	puons (INCLU	I Discount)	/

Customer Class	2023 Rates	Option 1	Option 2	Option 3 (Recommended)
Single Family Dwalling	\$760.26	\$821.17	\$825.32	\$829.47
Single-raining Dwenning	\$700.20	\$60.91	\$65.06	\$69.21
Toumhouse	\$622.32	\$672.19	\$675.58	\$678.98
Townnouse		\$49.87	\$53.26	\$56.66
A	¢401.02	\$433.16	\$435.35	\$437.54
Apartment	\$401.05	\$32.13	\$34.32	\$36.51
Metro Vancouver % Change		6.2%	6.2%	6.2%
City % Change		1.8%	2.4%	2.9%
Total % Change		8.0%	8.6%	9.1%

Table 6 shows the Metro Vancouver and City portion of the rate impacts for each of the flat rate options. The Metro Vancouver rate impacts are italicized on the left and the City rate impacts are italicized on the right.

Table 6. Cost Increase Broken Down by Metro Vancouver vs. City Rate Impacts for 2024 Flat Rate Water Options (Net of Discount)

	Option 1		Option 2		Option 3 (Recommended)	
Customer Class	Total		Total		Total	
	MV	City	MV	City	MV	City
Circula Develling	\$60.91		\$65.06		\$69.21	
Single-Family Dweiling	\$47.12	\$13.79	\$47.12	\$17.94	\$47.12	\$22.09
Townhouse	\$49.87		\$53.26		\$56.66	
Townhouse	\$38.58	\$11.29	\$38.58	\$14.68	\$38.58	\$18.08
	\$32.13		\$34.32		\$36.51	
Apartment	\$24.85	\$7.28	\$24.85	\$9.47	\$24.85	\$11.66

The City's Waterworks and Water Rates Bylaw No. 5637 provides a 10% discount for utility bills paid prior to the due date. To achieve full cost recovery, the rates shown in the bylaw will be before the 10% discount is applied. The rates outlined in Table 3 and Table 5 are net discounted rates.

Water Utility Options Summary

The following is a summary of the Water Utility budgets and rates for Option 1:

Option 1

- Represents the minimum increase necessary to maintain the current level of service; and
- Includes an additional 1% rate increase for the multi-year phased increase to fund the multi-family water metering program in accordance with the Council-endorsed staff report titled "2022 Utility Budgets and Rates", dated October 22, 2021.

The following is a summary of the Water Utility budgets and rates for Option 2:

Option 2

- Includes everything in Option 1; and
- Increases the Water Capital Infrastructure Replacement Program by \$250,000.

The following is a summary of the Water Utility budgets and rates for Option 3:

Option 3 (Recommended)

- Includes everything in Option 1; and
- Increases the Water Capital Infrastructure Replacement Program by \$500,000.

Water Utility Recommended Option

Staff recommend the budgets and rates identified in Option 3 for the Water Utility. This option will support the City's progress in the multi-family water metering program and includes increases to the Water Capital Infrastructure Replacement Program to facilitate the proactive replacement of ageing infrastructure.

Sewer Utility

The three budget options for the Sewer Utility are shown in Table 7. Italicized values represent the difference between the 2023 rates and the 2024 rate options. The 2024 base budget for each option is equal to the sum of the 2023 base budget plus the changes in italics. Rows in green denote the key budget areas with options, which are further discussed in subsequent sub-sections of this report.

Table 7	2024	Sewer	I Itility	Budget
	. 2024	SCWCI	Ounty	Duugei

	2023 Base Level Budget	Option 1	Option 2	Option 3 (Recommended)
Key Budget Areas	(Restated for Comparison ¹)	Non-discretionary Increases	Option 1 + \$512,100 Increase for Mainline Flushing, Forcemain Flushing and Valve Maintenance	Option 2 + \$500,000 increase to the Capital Infrastructure Replacement Program
Expenditures				
Salary	\$3,802,800	\$198,300	\$327,500	\$327,500
Operating Expenditures	\$2,552,100	\$25,100	\$408,000	\$408,000
Metro Vancouver Sewer Levy (Debt and O&M Components)	\$31,177,900	\$3,221,200	\$3,221,200	\$3,221,200
Capital Infrastructure Replacement Program	\$6,306,400	\$0	\$0	\$500,000
Firm Price/Receivable	\$690,300	\$18,300	\$18,300	\$18,300
Overhead Allocation	\$769,700	\$8,200	\$8,200	\$8,200
Total Base Level Expenditure Budget	\$45,299,200	\$48,770,300	\$49,282,400	\$49,782,400
Revenues				
Sewer Levy Provision (Rate Stabilization)	\$0	\$0	\$0	\$0
Investment Income	-\$85,000	-\$17,000	-\$17,000	-\$17,000
Firm Price/Receivable	-\$690,300	-\$18,300	-\$18,300	-\$18,300
Total Base Level Revenue Budget	-\$775,300	-\$810,600	-\$810,600	-\$810,600
Net Budget	\$44,523,900	\$47,959,700	\$48,471,800	\$48,971,800
Net Difference Over 2023 Base Level Budget		\$3,435,800	\$3,947,900	\$4,447,900

¹ The 2023 Base Level budget has been restated to include approved budget reallocations.

The revenue and expenditures for the Sewer Utility budget reductions and increases given in Table 7 are outlined below.

Expenditures

The key driver for the Sewer Utility is the Metro Vancouver Sewer Levy cost. Secondary drivers include Salary and Operating expenditures (including mainline flushing, forcemain flushing and valve maintenance) and the Capital Infrastructure Replacement Program.

Metro Vancouver Sewer Levy

Richmond pays Metro Vancouver a Sewer Levy for bulk transmission and treatment of liquid waste on a flat rate basis. The Metro Vancouver Sewer Levy includes an operations and maintenance component as well as a debt component. The overall levy is funded through utility rates and is increasing by \$3.2M (10.3%) to \$34.4M in 2024. In comparison, the 2023 Sewer Levy increased by \$2.5M (8.6%) to \$31.2M. Metro Vancouver's 2024 increase accounts for 92% of the non-discretionary expenditure increases proposed for the 2024 sewer rates.

Richmond's 2024 sewer rates are based on Metro Vancouver's proposed 2024-2028 Financial Plan (Table 8).

Table 8. Metro Vancouver 5-Year Overall Sewer Levy Cost – Projected Rate Increases from the Proposed 2024-2028 Financial Plan (Lulu Island Sewerage Area)

	2024	2025	2026	2027	2028
% Change	10.3%	21.6%	13.5%	9.2%	4.9%

Metro Vancouver rate increases for the Lulu Island Sewerage Area are significant, and are anticipated to continue rising in future years due to the Gilbert Trunk Sewer project and regional wastewater treatment plant upgrade projects for which some costs are shared by all sewerage areas. Since the projected costs for Metro Vancouver's major infrastructure projects throughout the region have increased by billions of dollars in recent years, the impact to Richmond's rates will be significant even with the majority of costs being allocated to other sewerage areas.

Metro Vancouver's Sewer Levy has increased by 158% since 2006, which is an average annual increase of 5.4%. This is notably higher than the City's sewer utility rate increases, which have increased by 83% over the same period.

Due to these increases, Metro Vancouver's Sewer Levy costs have increased from accounting for 63% of Richmond's sewer utility rate in 2006 to 70% in 2024 (Figure 5 on the next page). The increases in Metro Vancouver costs are a primary budget driver for the Sewer Utility.



Figure 5. 2006 vs 2024 Sewer Utility User Fee Breakdown

Sewer Salary and Operating Expenditures

The main cost drivers for the operating expenditure increase include the following:

- Estimates for salary and fringe benefit impacts for union agreements yet to be negotiated for 2024 (when the collective bargaining process is completed, adjustments may be required, which would be included in the next budget cycle);
- Senior government increases such as changes to WorkSafeBC rates;
- Electricity increases; and
- Equipment cost increases.

The City's operating expenditures are carefully managed and considerable measures have been taken to minimize cost increases where possible. The average increase to the City's operating expenditures (excluding Metro Vancouver costs and increases to the funding levels for the capital infrastructure program) since 2021 has been 3.3%, which is below the CPI over the same period.

Enhanced Mainline Flushing and Dedicated Forcemain Flushing and Valve Maintenance Programs

Option 2 and Option 3 include a request for an enhanced mainline flushing program and dedicated forcemain flushing and valve maintenance programs. As part of the City's sewer salary and operating expenditures, the objective of these programs is to extend the service life of sewer infrastructure by expanding preventative maintenance measures. As the City's growth rate increases, additional resources are required to maintain sewer service levels and avoid unplanned repair costs associated with increasing demand maintenance. In recent years, the strategic installation of access valves has permitted City staff to more efficiently access sewer infrastructure to identify the locations where flushing is required to prevent blockages that can occur within sewer pipes. Without additional utility funding for the mainline flushing and

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dedicated utility funding for the forcemain flushing and valve maintenance programs, there is an increased risk of unplanned repair work and costly service disruptions. These programs are necessary to avoid acceleration in the current sewer capital infrastructure replacement program.

Sewer Capital Infrastructure Replacement Program

The Sewer Capital Infrastructure Replacement Program facilitates proactive management of the City's sewer assets, which allows the City to maintain a high level of service by minimizing sewer breaks and service disruptions.

The annual capital contribution for sewer infrastructure replacement is currently \$6.3M. The "Ageing Utility and Road Infrastructure Planning – 2022 Update" report identified a long-term annual funding requirement of \$12.2M, with a target funding range of \$9.2M to \$15.2M. Option 3 includes a \$500,000 increase to the Sewer Capital Infrastructure Replacement Program for the replacement of ageing infrastructure to bridge the gap between current and targeted funding levels. Bridging the funding gap increases the level of proactive infrastructure replacement, thereby offsetting financial obligations for future years. This will continue to be an important consideration in future utility budgets. Increasing the funding this year is recommended as it will narrow the funding gap in advance of the significant Metro Vancouver rate increases projected for the future.

Revenues

Construction Period Revenues

The City receives construction period revenues from development customers for sewer use during construction. This revenue is not budgeted due to its long-term variability. Any actual revenue will be transferred to the Sewer Levy Stabilization Provision for future rate stabilization funding.

Sewer Levy Provision for Rate Stabilization

The Sewer Levy Provision was established by Council as a funding source for sewer rate stabilization. The Provision has a balance of \$9.9M as of August 31, 2023 and is intended to offset increases in regional sewer collection and treatment costs.

The drawdown from the Sewer Levy Provision was eliminated in the 2022 utility budget to preserve the Provision for the future, when larger Metro Vancouver sewer levy increases are anticipated. All options maintain a \$0 drawdown from the Sewer Levy Provision.

Impact on 2024 Sewer Rates

The impact of the three budget options on sewer rates is shown in Table 9 on the next page and Table 11 on page 19. Table 9 shows the options for metered customers and Table 11 shows the options for flat rate customers. The italicized numbers represent the difference between 2023 and the rate options for 2024.

Option 1 represents non-discretionary increases that are required to meet demands placed on the City by factors outside of the City's direct control. Option 2 includes everything in Option 1 and a \$512,100 increase for an enhanced mainline flushing program and dedicated forcemain flushing and valve maintenance programs. Option 3 is the recommended option and includes everything in Option 2 and a \$500,000 increase to the Sanitary Capital Infrastructure Replacement Program.

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Customer Class	2023 Rates	Option 1	Option 2	Option 3 (Recommended)
Single-Family Dwelling	\$507.26	\$550.32	\$556.30	\$562.12
(based on 325 m ³ average consumption)	\$307.20	\$43.06	\$49.04	\$54.86
Townhouse	\$240.25	\$369.14	\$373.15	\$377.05
(based on 218 m ³ average consumption)	\$340.25	\$28.89	\$32.90	\$36.80
Apartment	\$245.05	\$265.85	\$268.74	\$271.55
(based on 157 m ³ average consumption)	\$245.05	\$20.80	\$23.69	\$26.50
Matana d Data (¢ /m²)	¢1.5600	\$1.6933	\$1.7117	\$1.7296
Metered Kate (\$/m ⁻)	\$1.3008	\$0.1325	\$0.1509	\$0.1688
Metro Vancouver % Change		8.0%	8.0%	8.0%
City % Change		0.5%	1.7%	2.9%
Total % Change		8.5%	9.7%	10.9%

 Table 9. 2024 Metered Rate Sewer Options (Net of Discount)

Table 10 shows the Metro Vancouver and City portion of the rate impacts for each of the metered rate options. The Metro Vancouver rate impacts are italicized on the left and the City rate impacts are italicized on the right.

Table 10. Cost Increase Broken Down by Metro	Vancouver vs City Rate Impacts for 2024
Metered Rate Sewer Options (Net of Discount)	

	Opti	ion 1	Opti	ion 2	Opti (Recom	on 3 mended)	
Customer Class	Total		Total		Total		
	MV	City	MV	City	MV	City	
Single-Family Dwelling	\$43.06		\$49	\$49.04		\$54.86	
(based on 325 m ³ average consumption)	\$40.37	\$2.69	\$40.37	\$8.67	\$40.37	\$14.49	
Townhouse	\$28	3.89	\$32.90		\$36.80		
(based on 218 m ³ average consumption)	\$27.08	\$1.81	\$27.08	\$5.82	\$27.08	\$9.72	
Apartment	\$20).80	\$23	.69	\$26	5.50	
(based on 157 m ³ average consumption)	\$19.50	\$1.30	\$19.50	\$4.19	\$19.50	\$7.00	
	\$0.1	325	\$0.1	509	\$0.1	688	
Metered Rate (\$/m ²)	\$0.1242	\$0.0083	\$0.1242	\$0.0267	\$0.1242	\$0.0446	

Customer Class	2023 Rates	Option 1	Option 2	Option 3 (Recommended)
Single-Family Dwelling	\$639.92	\$694.24	\$701.77	\$709.13
Single-1 annry Dwennig	ψ057.72	\$54.32	\$61.85	\$69.21
Townhouse	\$585.50	\$635.21	\$642.10	\$648.83
Townhouse	\$565.50	\$49.71	\$56.60	\$63.33
Apartment	\$187.61	\$529.04	\$534.77	\$540.38
Apartment	\$487.04	\$41.40	\$47.13	\$52.74
Metro Vancouver % Change		8.0%	8.0%	8.0%
City % Change		0.5%	1.7%	2.9%
Total % Change		8.5%	9.7%	10.9%

Table 11. 2024 Flat Rate Sewer Options (Net of Discount)

Table 12 shows the Metro Vancouver and City portion of the rate impacts for each of the flat rate options. The Metro Vancouver rate impacts are italicized on the left and the City rate impacts are italicized on the right.

Table 12. Cost Increase Broken Down	n by Metro Vancouver	vs City Rate Impacts	for 2024 Flat
Rate Sewer Options (Net of Discount)		

Customer Class	Option 1 Total		Option 2 Total		Option 3 (Recommended) Total	
	MV	City	MV	City	MV	City
	\$54.32		\$61.85		\$69.21	
Single-Family Dwelling	\$50.93	\$3.39	\$50.93	\$10.92	\$50.93	\$18.28
- T - 1	\$49	.71	\$56	6.60	\$63	3.33
Townnouse	\$46.60	\$3.11	\$46.60	\$10.00	\$46.60	\$16.73
• • •	\$41	.40	\$47	.13	\$52	2.74
Apartment	\$38.81	\$2.59	\$38.81	\$8.32	\$38.81	\$13.93

The City's Sanitary Sewer Bylaw No. 10427 provides a 10% discount for utility bills paid prior to the due date. To achieve full cost recovery, the rates shown in the bylaw will be before the 10% discount is applied. The rates outlined in Table 9 and Table 11 are net discounted rates.

Sewer Utility Options Summary

The following is a summary of the Sewer Utility budgets and rates for Option 1:

Option 1

• Represents the minimum increase necessary to maintain the current level of service.

The following is a summary of the Sewer Utility budgets and rates for Option 2:

Option 2

- Includes everything in Option 1; and
- Includes a \$512,100 increase for an enhanced mainline flushing program and dedicated forcemain flushing and valve maintenance programs.

The following is a summary of the Sewer Utility budgets and rates for Option 3:

Option 3 (Recommended)

- Includes everything in Option 2; and
- Increases the Sewer Capital Infrastructure Replacement Program by \$500,000.

Sewer Utility Recommended Option

Staff recommend the budgets and rates identified in Option 3 for the Sewer Utility. This option will support the City's preventative maintenance programs and includes increases to the Sewer Capital Infrastructure Replacement Program to facilitate the proactive replacement of ageing infrastructure.

Flood Protection Utility

At the November 14, 2022 Regular Council Meeting, as outlined in the report titled "2023 Utility Budgets and Rates" dated October 18, 2023, Council endorsed the renaming of the Drainage and Diking Utility to the Flood Protection Utility.

The Flood Protection Utility was created to fund the operation, maintenance, and upgrade of Richmond's flood protection infrastructure. Since 2003, Council has approved increasing annual funding levels for the utility from \$0.6M to its current level of \$18.0M, inclusive of operating and capital budget amounts. This has facilitated significant improvements to the City's flood protection system.

Accelerated Flood Protection Program

Climate change scientists predict up to 1 m of sea level rise and 0.2 m of ground settlement by 2100. The City's Flood Protection Management Strategy identifies the need to raise the City's dikes by approximately 1.2 m to protect the City against flooding. At the April 12, 2021 Regular Council Meeting, Council adopted a 50-year implementation period for an accelerated flood protection program with the objective of upgrading the City's dikes within 50 years. The program requires an annual capital budget of \$30M by 2032 (Figure 6), which will allow the City to upgrade flood protection infrastructure well in advance of anticipated climate change impacts. Implementation of the new rates began in 2023. All utility options presented in the report include increasing the annual capital budget from \$13.0M to \$15.8M to support acceleration of this program as a component of the overall flood protection budget.



Figure 6. Flood Protection Utility Projections per Accelerated Flood Protection Program

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Figure 6 includes the Flood Protection Utility funding for the Capital Infrastructure Replacement Program and Operations and Maintenance. Before 2021, the majority of the flood protection operations and maintenance costs were funded from the operating budget. Since 2021, these costs have been gradually re-allocated from the operating budget to the Flood Protection Utility as part of a multi-year phased approach.

Given the City's proactive flood protection planning efforts, the City has been successful in obtaining approximately \$42.0M in senior government grants since 2010 to support the advancement of this work. A strong capital program allows the City to continue leveraging opportunities to secure grant funding, such that money collected from Richmond's residents is multiplied and provides greater value for investments into Richmond's flood protection infrastructure.

Resources for Implementation of the Accelerated Flood Protection Program

As outlined in the report titled "Accelerated Flood Protection Program Concept and Flood Protection Rate Structure Review" dated February 26, 2021 and endorsed during the April 12, 2021 Regular Council Meeting, implementation of the accelerated flood protection program requires additional regular full-time staff to manage the design, environmental permitting, compensation, and monitoring, regulatory permitting, property and legal negotiations, and project management for this program.

The four positions listed below with Position Complement Control (PCC) are proposed for 2024 and are included within the three options for the Flood Protection Utility options. The Staff Solicitor position was identified in the report titled "Accelerated Flood Protection Program Concept and Flood Protection Rate Structure Review" dated February 26, 2021. The Project Coordinator, Manager, Flood Protection, and Departmental Associate 2 positions are required to support flood protection infrastructure upgrades that are completed through the ongoing accelerated flood protection program.

- **Staff Solicitor** This position will be responsible for providing legal support for land acquisition that is required for flood protection upgrades and negotiating legal agreements to facilitate the delivery of capital flood protection upgrade works.
- **Project Coordinator** This position will support flood protection upgrade project planning, prepare and coordinate grant applications, and manage regulatory approvals and permits. Grant funding applications are typically issued multiple times per year and include tight submission deadlines with complex application requirements. These applications have recently become more complex and have required increased staff time for preparation. This position will help ensure that thorough and high quality grant applications are submitted to governing agencies, thereby increasing the City's chances of securing funding. In addition, given the increased regulatory requirements and long lead times for permitting, this position will help identify permit requirements through the project planning phase. This will allow the accelerated flood protection program to continue in accordance with the approved schedule.
- Manager, Flood Protection Maintenance of flood protection infrastructure is currently split between two departments. This position will centralize the management and coordination of resources to help ensure that the City's flood protection infrastructure

continuously meets the needs of the community. The position will also support the proactive maintenance, repair and emergency response associated with Richmond's flood protection infrastructure.

• **Departmental Associate 2** – This position will provide administrative support to the Manager, Flood Protection to help ensure the proactive maintenance, repair and emergency response associated with flood protection infrastructure is coordinated. This position will also help ensure that flood protection inquiries from residents and internal stakeholders are efficiently and effectively addressed.

Funding for the Staff Solicitor position will be from the flood protection operations and maintenance budget, and is captured in proposed Option 2 and Option 3.

Funding for the Project Coordinator position will be through the capital budget, and is captured within the capital budget increase in proposed Option 3.

Funding for the Manager, Flood Protection and Departmental Associate 2 positions will be from the flood protection operations and maintenance budget, and is captured in proposed Option 3. This option also include annual operating costs to support the Manager, Flood Protection position, including a vehicle for inspection, monitoring and after hours response operations.

A summary of the proposed positions, including the respective funding source and classification are outlined in Attachment 2. Additional positions required to support this program may be requested as part of future budget processes.

Flood Protection Operations and Maintenance Costs

Non-Discretionary Increases

The City's operating budget expenditures have increased due to factors beyond the City's control and contractual obligations, including the following:

- Estimates for salary and fringe benefit impacts for union agreements yet to be negotiated for 2024 (when the collective bargaining process is completed, adjustments may be required, which would be included in the next budget cycle);
- Senior government increases such as license permit fees and changes to WorkSafeBC rates; and
- Material cost increases; and
- Electricity increases.

Transfer of Operations and Maintenance Costs to the Flood Protection Utility

The City's operating expenditures are carefully managed and considerable measures have been taken to minimize cost increases where possible. The flood protection operations and maintenance cost has been included in the City's operating budget since its inception in 2001. It is appropriate for the Flood Protection Utility to fund both capital and operating expenditures, which is consistent with the Water Utility and Sewer Utility. Since 2021, flood protection operations and maintenance costs have been gradually re-allocated from the operating budget to the Flood Protection Utility as part of a multi-year phased approach. To date, \$5.0M has been re-allocated to the Flood Protection Utility. Option 1 includes an additional re-allocation of \$1.8M which

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completes the transition process, whereby the Flood Protection Operations budget is fully collected within the Flood Protection Utility instead of as part of the Operating Budget. There will be a corresponding reduction of \$1.8M in the City's 2024 Operating Budget.

All proposed options will completely transfer all of the flood protection operating budget to the utility.

Impact on Flood Protection Rates and Rate Classes

Starting in 2016, Council has endorsed the creation of flood protection rate classes that differentiated between the various types of property in the City. Prior to this, all accounts paid the same rate regardless of parcel size or assessed value. Creating equity between these rate classes is an ongoing effort as property values, land use and construction costs continue to evolve. The proposed flood protection rates improve the balance between the rate classes. In general, groups with higher value assets will be contributing more to flood protection and the rate increases reflect the different levels of demand that properties place on the City's flood protection system. Staff will continue to review the business rate classes in 2024 to further improve balance and equity and will bring forward any resulting recommendations for Council's consideration.

Table 13 on the next page provides a summary of the proposed flood protection rates for each rate class and the impact on the net utility budget. Numbers in italics represent the difference between the 2023 rate and the rate options for 2024. Rows in green denote the key budget areas with options.

The City's Flood Protection Bylaw No. 10426 provides a 10% discount for utility bills paid prior to the due date. To achieve full cost recovery, the rates shown in the bylaw will be before the 10% discount is applied. The rates outlined in Table 13 are net discounted rates.

Table 13. 2024 Flood Protection Rate Options (Net of Discount)

		Option 1	Option 2	Option 3 (Recommended)
Rate Class	2023 Rates	Non-discretionary Increases + Capital Budget increases per the Accelerated Flood Protection Report, + Additional \$1.8M Transfer of Flood Protection O&M to Flood Protection Utility	Option 1 + One New Position per the Accelerated Flood Protection Program (Staff Solicitor)	Option 2 + Three New Positions to support the Accelerated Flood Protection Program (Project Coordinator, Manager, Flood Protection & Departmental Associate 2)
Single-family Residential	\$224.08	\$268.77 \$44.69	\$268.87 \$44.79	\$269.91 \$45.83
	*224.00	\$268.77	\$268.87	\$269.91
Agricultural	\$224.08	\$44.69	\$44.79	\$45.83
Martin (1 D. Martin)	ф176.66	\$194.16	\$194.20	\$194.61
Multi-family Kesidentiai	\$1/0.00	\$17.50	\$17.54	\$17.95
Small or Stratified ICI (less than	¢224.09	\$268.77	\$268.87	\$269.91
800m ²)	\$224.08	\$44.69	\$44.79	\$45.83
Non-Stratified ICI (between 800m ²	↑522.06	\$540.24	\$540.27	\$540.68
and 2,000m ²)	\$322.90	\$17.28	\$17.31	\$17.72
Medium Non-Stratified ICI (between	ΦCC1 02	\$892.39	\$941.97	\$991.55
2,000m ² and 10,000m ²)	\$661.03	\$231.36	\$280.94	\$330.52
Large Non-Stratified ICI (between	¢1 416 70	\$2,408.54	\$2,621.06	\$2,833.58
10,000m ² and 20,000m ²)	\$1,410.79	\$991.75	\$1,204.27	\$1,416.79
Large Non-Stratified ICI (between	\$1.507.10	\$4,672.29	\$5,350.52	\$6,028.76
20,000m ² and 50,000m ²)	\$1,307.19	\$3,165.10	\$3,843.33	\$4,521.57
Large Non-Stratified ICI (between	¢1 650 10	\$6,302.22	\$7,297.31	\$8,292.40
50,000m ² and 100,000m ²)	\$1,000.40	\$4,643.74	\$5,638.83	\$6,633.92
Large Non-Stratified ICI (between	¢1 731 12	\$9,018.98	\$10,579.96	\$12,140.94
100,000m ² and 500,000m ²)	\$1,734.42	\$7,284.56	\$8,845.54	\$10,406.52
Largest Non-Stratified ICI (above	¢1 910 51	\$13,216.72	\$15,660.91	\$18,105.10
500,000m ²)	\$1,010.31	\$11,406.21	\$13,850.40	\$16,294.59
Net Budget	\$18,000,000	\$22,595,900	\$22,841,900	\$23,141,900
Capital Infrastructure Replacement Program	\$13,000,000	\$15,779,500	\$15,779,500	\$15,779,500
Flood Protection Operations and Maintenance	\$5,000,000	\$6,816,400	\$7,062,400	\$7,362,400
Net Difference Over 2023 Base Level Budget		\$4,595,900	\$4,841,900	\$5,141,900
Overall % Change Over 2023 Base Level Budget		25.5%	26.9%	28.6%

Flood Protection Utility Options Summary

The following is a summary of the Flood Protection Utility budgets and rates for Option 1:

Option 1

- Increases the Flood Protection Capital Infrastructure Replacement Program by \$2.8M; and
- Includes an additional \$1.8M transfer of operations and maintenance to the utility, which will increase the total flood protection operations and maintenance budget that is funded from the utility to \$6.8M. This will complete the transfer of the flood protection operations and maintenance costs to the utility and these costs will no longer be funded from the City's operating budget.

The following is a summary of the Flood Protection Utility budgets and rates for Option 2:

Option 2

- Includes everything in Option 1; and
- Includes one new PCC for the regular full-time Staff Solicitor position that is required to support acceleration of the flood protection program. This position will be funded from the flood protection operations and maintenance budget and will increase the total budget to \$7.1M.

The following is a summary of the Flood Protection Utility budgets and rates for Option 3:

Option 3 (Recommended)

- Includes everything in Option 2; and
- Includes the addition of new PCCs for three regular full-time positions to help support the acceleration of the flood protection program. The Project Coordinator position will be funded from the Flood Protection Capital Infrastructure Program. The Manager, Flood Protection and Departmental Associate 2 positions will be funded from the flood protection operations and maintenance budget. This increases the total flood protection operations and maintenance budget to \$7.4M.

Recommended Option

Staff recommend the budgets and rates identified in Option 3 for the Flood Protection Utility. This option includes increases to the capital budget, the complete transfer of flood protection operations and maintenance to the utility, and the addition of new positions to support acceleration of the flood protection program. Additional capital budget increases will be added in future years, which may require new positions to support the acceleration of the flood protection program.

Solid Waste and Recycling

Table 14 presents three budget options for the Solid Waste and Recycling Utility. Rows in green denote the key budget areas with options, which are further discussed in subsequent sub-sections.

Key Budget Areas	2023 Base Level Budgot	Option 1 Base Level Services	Option 2 (Recommended) \$250,000 Contribution	Option 3 Option 2 + \$250,000 Additional Contribution to Reserve
	Budget		Encampment Clean-up	
<u>Expenditures</u>				
Salaries	\$5,106,500	\$303,500	\$303,500	\$303,500
Contracts	\$10,617,400	\$441,300	\$441,300	\$441,300
Equipment/Materials	\$1,319,400	\$2,700	\$2,700	\$2,700
Disposal Costs	\$1,585,900	\$52,300	\$52,300	\$52,300
Recycling Materials Processing	\$4,688,100	\$112,100	\$112,100	\$112,100
Container Rental/Collection	\$403,900	\$24,800	\$24,800	\$24,800
Operating Expenditures	\$445,100	\$10,800	\$10,800	\$10,800
Agreements	\$125,000	\$0	\$0	\$0
Rate Stabilization	\$668,400	\$0	\$0	\$0
Encampment Clean-up	\$0	\$0	\$179,500	\$179,500
Transfer to Reserve	\$0	\$0	\$250,000	\$500,000
Base Level Expenditure Budget	\$24,959,700	\$25,907,200	\$26,336,700	\$26,586,700
Revenues				
General Application Fees	-\$112,600	\$0	\$0	\$0
Recycling Materials	-\$541,300	\$124,800	\$124,800	\$124,800
Garbage Tags	-\$20,000	\$0	\$0	\$0
Unrealized Discounts	-\$108,000	-\$2,000	-\$2,000	-\$2,000
Revenue Sharing Grant/Other	-\$126,600	\$24,000	\$24,000	\$24,000
Recycling Commission	-\$281,900	-\$19,000	-\$19,000	-\$19,000
Recycle BC Incentive	-\$2,622,800	-\$165,500	-\$165,500	-\$165,500
Provision (OBI Adjustment)	-\$532,100	\$50,000	\$50,000	\$50,000
Base Level Revenue Budget	-\$4,345,300	\$12,300	\$12,300	\$12,300
Net Budget	\$20,614,400	\$21,574,200	\$22,003,700	\$22,253,700
Net Difference Over 2023 Base Level Budget		\$959,800	\$1,389,300	\$1,639,300

Table 14. 2024 Solid Waste and Recycling Budget

Below is an explanation of the budget reductions and increases outlined in Table 14.

Contracts

Contract costs under Option 1 are increased in accordance with overall growth in the number of units serviced and escalation clauses as stipulated in the City's various solid waste and recycling service contracts. Additionally, the *Recycling and Solid Waste Management Report 2022 – Taking Action to Reduce Waste* identified a dog waste collection program as part of public spaces recycling to support sustainable waste management. Staff expect to secure a service provider to implement a dog waste collection program to commence in 2024.

Salaries

Salary and fringe benefit impacts per union agreements are the primary driver for nondiscretionary utility budget increases. Estimates for salary and fringe benefit impacts for union agreements yet to be negotiated for 2024 have been included. When the collective bargaining process is completed, adjustments may be required which would be included in the next budget cycle.

Transfer to Reserve

The creation of the new *Solid Waste and Recycling Reserve Fund Establishment Bylaw No. 10417* was approved at the November 14, 2022 Council meeting. Option 2 would provide for a contribution of \$250,000 to the reserve and Option 3 would increase that contribution to \$500,000 for future funding needs for Solid Waste and Recycling programs. The current annual reserve target is \$3.5 million and is required to ensure a funding source for facilities, equipment and infrastructure for City services including the Recycling Depot, litter operations and collection receptacles used by residents.

Encampment Clean-up

Costs under Option 2 and Option 3 include additional labour costs associated with increasing demand for encampment clean-ups. The increasing number of incidences has reached levels that are beyond what can be absorbed without adding resources to safely remove and dispose of encampment materials. Option 2 and Option 3 include added contract costs for contractor support to handle, remove and dispose of encampment materials that are hazardous and require special handling as well as an allowance for additional equipment to remove overgrowth and maintain clear sight lines.

Recycling Materials Processing

Recycling materials processing cost increases under all options are primarily associated with increased organics tonnage collected from townhomes and multi-family buildings, as well as increasing volumes of yard trimming materials dropped off at EcoWaste by residents. Additionally, there is an increase in processing costs associated with market fluctuations for commodities collected at the Recycling Depot, most notably for paper, newspaper and plastic.

Disposal Costs

The Metro Vancouver regional tipping fee projections for local governments indicate a \$7 per tonne increase, or from \$127 per tonne in 2023 to \$134 per tonne in 2024.

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Container Collection Costs

Container collection costs have increased primarily due to an increased hauling rate for upholstered furniture collected at the Recycling Depot, and an overall increase in number of hauls for commodities at the Recycling Depot, Works Yard and in-ground garbage containers in the community.

Operating Expenditures

The marginal increase in operating expenditures relates to various service fee items including mobility charges.

Equipment and Material Costs

Equipment and material cost increases under all options are adjusted marginally associated with inflationary cost factors to support items for litter collection and Recycling Depot operations. In 2024, these increased costs are offset by removing the one-time costs associated with the trash skimmer device, which was purchased and installed in 2023.

Agreements

There is no change to costs associated with agreements, which principally support the rodent and mosquito control programs administered by City staff.

General Solid Waste & Recycling Rate Stabilization provision (Rate Options)

The General Solid Waste and Recycling Provision was established by Council as a funding source for rate stabilization. The provision has a balance of \$7.5M as of August 31, 2023.

Solid Waste and Recycling - Key Project Updates

Commercial Recycling Services Review

As per the staff report titled "Commercial Recycling Services Review" dated September 12, 2023, the City will transition from providing commercial garbage and recycling collection services and instead shift to providing hands-on support for businesses through the development and implementation of a Business Education and Advisory Program, on a pilot basis.

Based on feedback received through consultation with Richmond businesses, industry and other stakeholders, the most appropriate approach for the City to support businesses in this space is to educate and bring awareness to existing options on the market for commercial garbage and recycling services. To pilot this approach, the City will provide at no cost to business a one-on-one education and support advisory program tailored to each businesses needs to help them better understand their waste streams and determine which options work best for their operations.

This hands-on program will be implemented in two phases. Phase 1: Develop and Implement the Business Education and Advisory Pilot Program will include the development and implementation of a Business Education Toolkit, which will include information such as existing available services, how to create a waste disposal and diversion plan and best practices. The toolkit will supplement the development and implementation of a Business Advisory Program which will include hands-on support from the City such as site visits, waste assessments,

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coaching on how to contract services and on-going educational workshops for staff. This phase will conclude after one-full year of implementation, which will trigger Phase 2: Evaluation of the Business Education and Advisory Pilot Program. This will include further engagement with the business community to review and determine uptake, effectiveness and overall feedback from the business community. Upon evaluation, staff will report back to Council with recommendations on formalization.

The current funding allocation of \$360,000 for this pilot project is maintained under the budget presented above, with an offset from provision for no impact to the rates charged to residents.

Multi-Family Grease Collection Pilot

Council approved the one-year Multi-Family Grease Collection Pilot, which was implemented in September 2022. The pilot was rolled out to six multi-family complexes with 934 units having access to participate in the program. Residents are able to collect used cooking oil and grease in City provided containers with lids and deposit them in a designated and centrally located collection cart for pickup. Collection containers and program instructional brochure packages were provided at in-person information sessions, and where feasible, additional packages were left behind with the on-site building representative for distribution to units not in attendance. If residents need additional containers during the pilot, they are made available through their strata or at the Recycling Depot.

Resident participation in the pilot program varied from building to building, but overall participation and materials collected to date are lower than anticipated with a total of 939 containers and 462 kilograms collected over the twelve month pilot. This equates to one container and 0.49 kilogram per unit. There have been challenges with residents using the dedicated carts for general garbage instead of grease containers. Used cooking oil and grease collected weekly through the pilot program are stored and consolidated for delivery to a facility for processing. Staff will continue communications in an attempt to increase program uptake within the participating complexes, as well as explore and evaluate alternative initiatives to further reduce the impact of grease in City sewer systems.

Water-Based Trash Skimmer Pilot Project

On June 8, 2023, World Oceans Day, the City installed the Collec'Thor trash skimmer device at the Fisherman's Wharf located in Steveston Village. From its location on the dock, the Collec'Thor will collect both solid and liquid waste that floats in the water's surface. The City is piloting the device with the Steveston Harbor Authority and Ocean Wise Conservation Association (Ocean Wise). Swim Drink Fish is no longer able to support the initiative.

Ocean Wise is a global conservation organization that will be conducting waste characterization audits of the material retrieved from the Collec'Thor. This data will help the City gain a better understanding of the types of materials being pulled from the water and help inform future actions, as appropriate.

As of September 26, 2023, staff have removed 57.79 kilograms of materials from the Collec'Thor, which primarily consists of organics (driftwood and seaweed), Styrofoam pieces, flexible plastics and cutlery. The first waste characterization audit will be conducted in mid-October.

Initial feedback from staff indicates the device works well, however there have been minor operational issues such as blocked pumps and malfunctioning openings. Staff have also noticed that the amount of material collected is heavily influenced by wind and tides.

The pilot remains in progress and staff will present information to Council with findings and recommendations once further information from the pilot is available.

Bike Re-Use Pilot

As highlighted in the *Recycling and Solid Waste Management – Report 2022: Taking Action to Reduce Waste*, ten to fifteen bikes are dropped off at the Recycling Depot each week for recycling. In an effort to support a more circular economy and foster reuse in the community, staff have reviewed options for a bike reuse pilot at the Recycling Depot, which will include working with a partner organization to divert suitable bikes from recycling for repair and redistribution in the community. Staff's initial assessment is there are no known organizations in Richmond for such a partnership, therefore a request for proposals will be issued to the marketplace to determine interested parties. The pilot is expected to launch in approximately Q2 2024. Staff note that ebikes and e-scooters will not be included within the scope of this pilot since these items are currently handled within established extended producer responsibility programs.

Construction Period Revenues

The City receives construction period revenues from development customers for solid waste and recycling during construction. This revenue is not budgeted due to the long term variability in these revenues. Any actual revenues will be transferred to the General Solid Waste and Recycling provision for future rate stabilization funding.

Revenues - General Solid Waste and Recycling Provision

Recycling Materials

Recycling material revenue decreased due to extreme market fluctuations in commodity values for materials collected at the Recycling Depot. The decreased revenues are primarily related to reduction in revenue for scrap metal, aluminum, cardboard and paper based on market conditions. Revenue also decreased due to a reduction in glass tonnage collected from curbside and multi-family homes, as well as at the Recycling Depot. Overall, recycling materials revenues are applied to program costs to help offset the rates charged to residents.

Provision

All options include a reduction in the use of rate stabilization funding associated with the onetime cost of \$50,000 for the purchase of the Collec'Thor trash skimmer device.

Other Revenues

The decrease in other revenue is associated with a reduction in the amount of upholstered furniture dropped off at the Recycling Depot by commercial businesses.

Unrealized Discounts

Residents are entitled to a 10% utility bill discount if the amount owing is paid on or before the due date. Unrealized discounts are comprised of late payments wherein the owner did not receive the discount, therefore the discount amount is then considered a revenue for the City. These revenues are estimated by the Finance Department based on the trend of historic payments.

Recycling Commission

Metro Vancouver approached the City with a funding strategy to recognize the contribution municipally operated recycling depots provide to supplement the regional recycling system. As a result, the City entered into an agreement with Metro Vancouver in 2022 to receive annual funding, in exchange for the Recycling Depot accepting base recycling materials drop-off from regional customers. The increase for 2024 represents a CPI adjustment as outlined in the agreement.

Recycle BC Incentive

The net Recycle BC revenue incentive is increased due to changes to the financial incentive paid to collectors. Additionally, the revenue is adjusted to offset inflationary cost increases in order to maintain no net impact in the Blue Box/Multi-Family Recycling rate. Overall, the Recycle BC program is expected to generate net revenues of approximately \$330,000 for 2024 and can be deposited into the *Solid Waste and Recycling Reserve Fund* account subject to Council approval. This is in alignment with previous Council direction (November 25, 2013) when the decision to join Recycle BC was made.

Impact on 2024 Solid Waste and Recycling Rates

The impact of the budget options to ratepayers is provided in Table 15 and Table 16. The principal reason for the increase in 2024 relates to estimated wage settlements to be negotiated, inflationary contract costs stipulated in existing contracts, disposal cost increases, and market fluctuations for commodities at the Recycling Depot. Numbers in italics represent the difference between 2023 rates and the various rate options for 2024.

Table 16 provides total costs based on standard garbage cart sizes for single-family (240L) and townhouse (120L). Table 15 provides a more detailed breakdown of recommended Option 2 rates based on the four different garbage cart size options that are available to residents in single-family and townhouse units. The percentage of container sizes subscribed by each customer class is also presented for reference. Residents are able to reduce or increase the amount they pay based on the cart size they select for garbage collection services.

Customer Class	2023 Rates	Option 1	Option 2 (Recommended)	Option 3
Single-Family Dwelling	\$414.15	\$424.10	\$428.70	\$431.40
(Standard 240L Cart)		\$9.95	\$14.55	\$17.25
Townhouse	\$290.75	\$298.15	\$302.75	\$305.45
(Standard 120L Cart)		\$7.40	\$12.00	\$14.70
Apartment	\$138.85	\$143.50	\$148.10	\$150.80
		\$4.65	\$9.25	\$11.95
Business Rate	\$43.27	\$44.16	\$48.76	\$51.46
		\$0.89	\$5.49	\$8.19

Table 15. 2024 Solid Waste and Recycling Rate Options (Net of Discount)

Table 16. 2024 Single-Family and	Townhouse Net Rates by Garbage Cart Size
(Per Recommended Option 2)	

Single Family			Townhomes		
Cart Size	Full Service Rate (Including Recycling, Organics, Other Services)	Approximate Percent - Subscribed Size	Full Service Rate (Including Recycling, Organics, Other Services)	Approximate Percent - Subscribed Size	
80L	\$373.70	4%	\$275.50	15%	
120L	\$400.95	11%	\$302.75	75%	
240L	\$428.70	78%	\$330.50	9%	
360L	\$544.70	7%	\$446.50	1%	

The rates outlined in Table 15 and Table 16 are net rates. The *Solid Waste & Recycling Regulation Bylaw* provides a 10% discount for utility bills paid prior to the due date. The rates shown in the bylaw will be before the 10% discount is applied, in order to achieve full cost recovery.

Regional Issues

In addition to standard operating programs, Metro Vancouver is continuing to undertake consultation as part of preparing an update to the region's solid waste management plan, with the pre-engagement public consultation set to conclude in November 2023. Updates to the North Surrey and Langley Recycling and Waste Centres continue to be delayed and remain in preliminary stages. Completion of these projects is expected beyond 2025. Metro Vancouver is hosting a workshop with member municipalities and reuse partners to explore options to expand Reuse Days to greater encourage a shift towards reduction, reuse and repair. Regional campaigns remain focused on textiles, single-use items, food waste, illegal dumping, the annual Zero Waste Conference and related initiatives. Metro Vancouver continues to support the National Zero Waste Council to advance waste reduction, reuse and circularity within Metro Vancouver and across Canada.

Solid Waste and Recycling Options Summary

Option 1

- Represents full recovery via rates of all program costs, including costs associated with managing increasing operating costs, disposal costs and recycling material processing fees;
- Meets the City's contractual obligations related to inflationary aspects of agreements and contracts; and
- Continues the work of various pilot initiatives such as the Commercial Business Education and Advisory Program and grease collection pilot, offset by provision funding.

Option 2 (Recommended)

- Includes everything in Option 1;
- Includes additional staff labour, contractor costs and equipment for encampment cleanups; and
- Includes a \$250,000 contribution to the *Solid Waste and Recycling Reserve Fund* for future solid waste and recycling programming inclusive of Recycling Depot improvement and replacement costs, facilities and equipment to support services to the community, and initiatives designed to further circular economy objectives.

Option 3

- Includes everything in Option 2; and
- Includes a \$500,000 contribution to the *Solid Waste and Recycling Reserve Fund* for future solid waste and recycling programming inclusive of Recycling Depot improvement and replacement costs, facilities and equipment to support services to the community, and initiatives designed to further circular economy objectives.

Recommended Option

Staff recommend the budget and rates identified in Option 2 for Solid Waste and Recycling. This option provides full funding for all existing programs and ensures appropriate resources are in place to support these programs. Additionally, this option includes essential funding for encampment clean-ups, contributions to the *Solid Waste and Recycling Reserve Fund* and continues the work of current pilot initiatives related to the Commercial Business Education and Advisory Program and multi-family grease collection program.

Total Recommended 2024 Utility Rate Option

In light of the significant challenges associated with the impacts of regional costs and new programs in the City, staff recommend the budget and rate options as follows:

- Option 3 is recommended for Water
- Option 3 is recommended for Sewer
- Option 3 is recommended for Flood Protection
- Option 2 is recommended for Solid Waste and Recycling

Table 17 on the next page summarizes the estimated total metered rate utility charge, based on average water and sewer consumption. Table 18 on the next page summarizes the total flat rate utility charge. Numbers in italics represent the difference between 2023 rates and 2024 proposed rates.

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Customer Class	2023 Estimated Net Metered Rates	2024 Estimated Net Metered Rates	% Change	
Single-Family Dwelling	¢1.652.06	\$1,811.58	0.5%	
	\$1,653.96	\$157.62	9.5%	
Townhouse	¢1 155 75	\$1,250.93	8 20/	
(on City garbage service)	\$1,155.75	\$95.18	8.270	
Townhouse	\$1,000,60	\$1,136.93	1 20%	
(not on City garbage service)	\$1,090.09	\$46.24	4.270	
Apartment	\$704.22	\$868.49	0.39/	
	\$794.32	\$74.17	9.3%	
Matarad Watar (\$/m ³)	\$1.4316	\$1.5620	0.1%	
Metered water (\$/m ²)	\$1.4310	\$0.1304	9.170	
Matered Sewer (\$/m ³)	\$1.5608	\$1.7296	10.8%	
	\$1.5000	\$0.1688	10.070	

Table 17. 2024 Estimated Total Net Rates to Metered Customers

 Table 18. 2024 Total Net Rates to Flat Rate Customers

Customer Class	2023 Net Flat Rates	2024 Net Flat Rates	% Change	
Single-Family Dwelling	\$2,038.41	\$2,237.21	9.8%	
	. ,	\$198.80		
Townhouse	\$1 675 23	\$1,825.17	9.0%	
(on City garbage service)	¢1,075.25	\$149.94		
Townhouse	\$1,636,80	\$1,711.16	1.5%	
(not on City garbage service)	\$1,050.00	\$74.36	7.570	
Apartmont	\$1 204 18	\$1,320.63	9.7%	
Apartment	φ1,204.18	\$116.45		

The rates outlined in Table 17 and Table 18 are net rates. The bylaws provide a 10% discount for utility bills paid prior to the due date. To achieve full cost recovery, the rates shown in the bylaw will be before the 10% discount is applied. The gross rates charged to residents are outlined in Attachment 1. These rates would be reflected in the amending bylaws for each utility area, should they be approved by Council.

Flat Rate and Metered Customers

All single-family and ICI properties in the City are metered. The single-family residential flat rate will continue to apply to duplex units that share one water service. These units require significant internal plumbing separation work to facilitate metering and were not included in the universal metering program. 44% of townhouses and apartments are still on flat rate utility services. However, the number of units with meters will continue to increase with on-going

implementation of the universal multi-family water metering program. The number of units by customer class is presented in Table 19.

	2023 percentages (Mid-Year)	2023 Counts (Mid-Year)	2024 Counts (Mid-Year Estimated)	Difference
Single-Family Residential	Flat Rate (3%)	764	764	0
	Metered (97%)	27,975	27,975	0
Townhouse	Flat Rate (57%)	10,533	9,480	-1,053
	Metered (43%)	7,793	8,846	1,053
	Flat Rate (38%)	14,207	12,786	-1,421
Apartment	Metered (62%)	23,554	26,975	3,421
Total Residential Units		84,826	86,826	2,000
Commercial Units	Metered	3,545	3,545	0
Farms	Metered	51	51	0

Table 19. Flat Rate and Metered Property Unit Counts

Comparison of 2024 City Utility Rates to Other Major Household Expenses

The proposed 2024 City utility fees represent approximately 20% of total average daily household expenses (2023 values) and are of good value when compared with common household expenses. Water, sewer, solid waste and recycling, and flood protection services are fundamental to the quality of life for residents and necessary infrastructure to support the local economy. Figure 7 illustrates the value of these services based on the proposed 2024 rates when compared to 2023 costs for other common daily household expenses.





Sources: BC Hydro, Fortis BC, Rogers, Shaw, TD Insurance, and Translink Figure 7. Cost Comparison of Main Household Expenses for a Single-Family Dwelling

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Comparison of 2023 City Utility Rates with Comparator Municipality Utility Fees

The City's utility budgets are carefully managed to provide high levels of service to Richmond's residents, despite external increases that are outside of the City's control. Figure 8 provides a comparison between the City's average single-family dwelling utility fees with fees for comparator municipalities in 2023. The 2023 rates are presented for comparator municipalities as 2024 rates have not been established yet.

All utility fees presented below are net of applicable discounts. Richmond and Surrey water and sewer rates include applicable metering costs and are based on average annual consumptions. All other comparator municipalities are predominately charging a flat rate for water and sewer services. Blue box, general recycling and waste management fees have been excluded in the garbage and organics fee presented for comparison purposes, as not all municipalities offer the same services.

Unlike comparator municipalities, Richmond's flat topography, high water table and proximity to the water places unique challenges on the City's utility infrastructure, resulting in larger and deeper pipes, the need for over 200 drainage and sanitary pump stations and the need for an extensive flood protection system that includes 49 kilometres of perimeter dikes. In addition, the City has made substantial investments to upgrade flood protection infrastructure in advance of anticipated climate change impacts through the ongoing accelerated flood protection program. This significantly increases demand for capital and operating costs. Despite these challenges and the additional infrastructure needs, the City of Richmond continues to offer a high level of service with the proposed utility fees.



2023 Rates for Richmond and Comparator Municipalities

Figure 8. Comparison of Average Single Family Dwelling Utility Rates for Richmond with Comparator Municipalities (2023 Rates) Sources:

City of Surrey - Based on metered rate
Waterworks Regulation and Charges By-law 2007, No 16337 ; Amendment Bylaw No. 20825
Sanitary Sewer Regulation and Charges By-law 2008, No. 16611; Amendment Bylaw No. 20823
Waste Management Regulations and Charges Bylaw 2015, No. 18412; Amendment Bylaw No. 20824
Drainage Parcel Tax By-law 2001, No. 14593; Amendment Bylaw No. 20822
City of Coquitlam - Based on flat rate
Water Distribution Bylaw No. 4428; Amendment Bylaw No. 5282
Sewer and Drainage Bylaw No. 4429; Amendment Bylaw No. 5283
Solid Waste Management Bylaw No. 4679; Amendment Bylaw No. 5284
City of Burnaby - Based on metered rate
Burnaby Consolidated Fees and Charges Bylaw Amendment Bylaw No. 14485
Waterworks Regulation Bylaw No 1953 ; Amendment Bylaw No. 14537
Sewer Charge Bylaw No. 1961; Amendment Bylaw No. 14535
Solid Waste & Recycling Bylaw No. 2010; Amendment Bylaw No. 14532
Sewer Parcel Tax Bylaw No. 1994; Amendment Bylaw No. 14535
City of Vancouver - Based on flat rate
Water Works By-law No. 4848; Amendment Bylaw No. 13580
Sewer & Watercourse By-law No. 8093; Amendment Bylaw No. 13579
Solid Waste By-law No. 8417; Amendment Bylaw No. 13578

Financial Impact

The budget and rate impacts associated with each option are outlined in detail in this report. In all options, the budgets and rates represent full cost recovery for each City service.

Staff recommend the following budgets by utility:

- Option 3 is recommended for Water, for a net budget of \$52.3M;
- Option 3 is recommended for Sewer, for a net budget of \$49.0M;
- Option 3 is recommended for Flood Protection, for a net budget of \$23.1M;
- Option 2 is recommended for Solid Waste and Recycling, for a net budget of \$22.0M; and
- An overall net utility budget of \$146.4M.

Considerable effort has been made to minimize City costs and other costs within the City's control to minimize the impact to property owners.

Conclusion

This report presents the 2024 proposed utility budgets and rates for City services relating to the provision of water, sewer, flood protection, as well as solid waste and recycling. Considerable measures have been taken to reduce costs where possible to minimize rate increases. A significant portion of the City's costs relate to impacts from influences outside of the City's direct control, such as regional and contract cost impacts. Regional costs are expected to continue increasing to meet demands for high quality drinking water and sewer treatment. Staff recommend that the budgets and rates, as outlined in this report, be approved and that the appropriate amending bylaws be brought forward to Council to bring these rates into effect.

Tr. phi

Eric Sparolin, P.Eng. Manager, Engineering Planning (604-247-4915)

Kristina Nishi Manager, Recycling & Waste Recovery (604-244-1280)

Melissa Shiau, CPA, CA Manager, Financial Planning and Analysis (604-276-4231)

Att. 1: 2024 Annual Utility Charges – Recommended Gross Rates per Bylaw Att. 2: 2024 Recommended Utility - Funded Additional Level Positions

2024 Annual Utility Charges – Recommended Gross Rates per Bylaw (Estimated Metered and Actual Flat Rates)

	Water	Sewer	Flood Protection	Garbage/ Recycling	Total
Metered (Based on Average Cons	umption)		110000000	heegening	
Single-Family Dwelling	\$612.06	\$624.58	\$299.90	\$476.33	\$2,012.87
Townhouse (with City garbage)	\$418.36	\$418.94	\$216.23	\$336.39	\$1,389.92
Townhouse (no City garbage)	\$418.36	\$418.94	\$216.23	\$209.72	\$1,263.25
Apartment	\$282.48	\$301.72	\$216.23	\$164.56	\$964.99
Flat Rate (Actual)		·		•	
Single-Family Dwelling	\$921.63	\$787.92	\$299.90	\$476.33	\$2,485.78
Townhouse (with City garbage)	\$754.42	\$720.92	\$216.23	\$336.39	\$2,027.96
Townhouse (no City garbage)	\$754.42	\$720.92	\$216.23	\$209.72	\$1,901.29
Apartment	\$486.16	\$600.42	\$216.23	\$164.56	\$1,467.37
General – Other/Business					
Metered Water (\$/m ³)	\$1.7356				
Metered Sewer (\$/m ³)		\$1.9218			
Business: Garbage				\$54.18	
Small or Stratified ICI (less than 800m ²)			\$299.90		
Non-Stratified ICI (between 800m2 and 2,000m2)*			\$600.76		
Medium Non-Stratified ICI (between 2,000m2 and 10,000m2)*			\$1,101.72		
Large Non-Stratified ICI (between 10,000m2 and 20,000m2)*			\$3,148.42		
Large Non-Stratified ICI (between 20,000m2 and 50,000m2)*			\$6,698.62		
Large Non-Stratified ICI (between 50,000m2 and 100,000m2)*			\$9,213.78		
Large Non-Stratified ICI (between 100,000m2 and 500,000m2)*			\$13,489.93		
Largest Non-Stratified ICI (above 500,000m2)*			\$20,116.78		
ICI: Flood Protection (Others)			\$299.90		

Position	Classification	Funding Source	Description
Staff Solicitor	Exempt	Flood Protection Utility (rate impact)	Position to provide legal support to the flood protection team to facilitate the planning, land acquisition, and delivery of the Council-endorsed accelerated flood protection program.
Project Coordinator	CUPE 718	Capital (Flood Protection)	Position to support the planning of capital flood protection upgrade projects and the preparation of grant applications as part of the Council-endorsed accelerated flood protection program.
Manager, Flood Protection	Exempt	Flood Protection Utility (rate impact)	Position to centralize the management of resources for the proactive maintenance, repair, and emergency response associated with Richmond's flood protection infrastructure.
Departmental Associate 2	CUPE 718	Flood Protection Utility (rate impact)	Position to provide administrative support to the Manager, Flood Protection and to ensure inquiries from residents and internal stakeholders are efficiently and effectively addressed.

2024 Recommended Utility-Funded Additional Level Positions



- To: Planning Committee
- From: Wayne Craig Director, Development

Date: October 25, 2023 File: RZ 21-945869

Re: Application by Terra 8120 Number 1 Road Limited Partnership for Rezoning at 8120 and 8140 No. 1 Road from the "Single Detached (RS1/E)" Zone to the "Low Density Townhouses (RTL4)" Zone

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10498, for the rezoning of 8120 and 8140 No. 1 Road from the "Single Detached (RS1/E)" zone to the "Low Density Townhouses (RTL4)" zone, be introduced and given first reading.

Jun Per

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

WC:cl Att. 6

REPORT CONCURRENCE				
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER		
Affordable Housing		pe Erceg		

Staff Report

Origin

Terra 8120 Number 1 Road Limited Partnership (on behalf of Cliff Chun and Kai Shen Hsiung of 1296168 BC Ltd. and Yi Jen Wang and Kai Shen Hsiung of Terra West Properties Ltd.) has applied to the City of Richmond for permission to rezone 8120 and 8140 No. 1 Road from the "Single Detached (RS1/E)" zone to the "Low Density Townhouses (RTL4)" zone, to permit the development of nine townhouse units, with vehicle access from No. 1 Road. A location map and aerial photo of the subject site are provided in Attachment 1.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is provided in Attachment 2.

Existing Site Condition and Context

A survey of the subject site is included in Attachment 3. The subject site consists of two lots located on the east side of No. 1 Road, between Blundell Road and Coldfall Road.

Subject Site Existing Housing Profile

The subject site consists of two lots, each containing a single-family dwelling that is tenant occupied. The existing dwellings are proposed to be demolished. The applicant has indicated that the tenants are aware of the redevelopment proposal and the applicant will ensure compliance with the Residential Tenancy Act.

Surrounding Development

Existing development immediately surrounding the subject site is as follows:

- To the North: Are three lots, two with newer construction zoned "Compact Single Detached (RC1)" and one zoned "Single Detached (RS1/E)", each containing a single-family dwelling.
- To the South: Is a lot zoned "Single Detached (RS1/E)", containing a single-family dwelling. Beyond that is a large lot zoned "Low Density Townhouses (RTL4)", containing 28 townhouses.
- To the East: Are lots zoned "Single Detached (RS1/B)", each containing a single-family dwelling fronting Corless Place.
- To the West: Across No. 1 Road are compact lots zoned "Single Detached (RS1/K)" and "Compact Single Detached (RC1)", each containing a single-family dwelling.

Related Policies & Studies

Official Community Plan

The Official Community Plan (OCP) land use designation for the subject properties is "Neighbourhood Residential". This redevelopment proposal is consistent with this designation.

Arterial Road Land Use Policy

Land Use Designation

The Arterial Road Land Use Policy designation for the subject properties is "Arterial Road Townhouse", subject to the development criteria in the Policy. This redevelopment proposal is consistent with this designation.

Lot Width and Residual Lots

The development criteria for townhouses in the Arterial Road Land Use Policy call for land assembly with a minimum 50 m frontage on a major arterial road and avoiding the creation of residual sites with less than a 50 m frontage. The Policy also recognizes that land assembly with existing narrow lots or on lots containing newer dwellings will be difficult to redevelop. The Policy provides flexibility for the minimum frontage in these circumstances provided the application can meet other guidelines and requirements. This includes the ability to consolidate vehicle access points and securing shared access by means of a Statutory Right-of-Way (SRW) agreement to adjacent properties to enable their potential redevelopment in the future.

Although this redevelopment proposal involves land assembly with a frontage less than 50 m on No. 1 Road (i.e., 40 m), staff support the application for the following reasons:

- The applicant has provided documentation indicating that efforts have been made in 2021 and 2023 to acquire the property to the south at 8180 No. 1 Road in order to achieve the minimum arterial road frontage width of 50 m, but that the owner is not interested in redeveloping their property at this time.
- Due to existing newer development and unique lot geometry immediately north of the subject site, the applicant has indicated that it is not financially feasible to pursue land assembly with those properties as part of this redevelopment proposal.
- The applicant has submitted a preliminary concept plan to show how the neighbouring properties to the north and south could redevelop in the future with shared vehicle access through the subject site (a copy of which is on file).
- Prior to final adoption of the rezoning bylaw, the applicant must register a SRW agreement on Title for public right-of-passage over the entire drive-aisle and on-site truck turnaround area opposite the site entry to secure future shared access to sites to the south and north. The SRW agreement is to contain language to indicate that the on-site truck turnaround area opposite the site entry can be removed from the SRW area and used as additional outdoor amenity space for the sole use of the subject development when the adjacent property to the south is redeveloped for townhouses and on-site truck turnaround is accommodated by creating a T-intersection of the drive-aisles on the lots.

Floodplain Management Implementation Strategy

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204. Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

Public Consultation

A rezoning sign has been installed on the subject property. Staff have not received any comments from the public about the rezoning application in response to the placement of the rezoning sign on the property.

Should the Planning Committee endorse this application and Council grant first reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment.

Public notification for the Public Hearing will be provided as per the *Local Government Act* and the City's *Zoning Bylaw 8500*.

Analysis

Site Planning and Open Space

The proposed development consists of nine townhouse units on a site that would be approximately 1,801.3 m² (19,389 ft²) in area after the required 0.91 m wide road dedication along No. 1 Road. Conceptual development plans proposed by the applicant are included in Attachment 4.

The proposed site layout consists of:

- One three-storey building along the west side of the site facing No. 1 Road, which steps down to two-storeys at its north end along the interface with existing single-family housing to the north.
- Two two-storey duplex buildings along the east side of the site along the interface with existing single-family housing fronting Corless Place.
- An internal drive-aisle that runs north-south between the front and rear buildings.

Consistent with the design guidelines for Arterial Road Townhouses, a wider setback is proposed from the east property line along the interface with existing single-family housing.

All units have an east-west orientation, with the main unit entries facing either No. 1 Road or the internal drive-aisle.

Private outdoor space for the units fronting No. 1 Road is proposed primarily in the form of front yards at ground level with secondary decks on the upper levels facing either No. 1 Road or the internal drive-aisle. Private outdoor space for the two-storey units is proposed primarily in the form of rear yards at ground level with secondary decks on the second floor facing the internal drive-aisle.

Additional design development is to be undertaken as part of the Development Permit (DP) application review process to refine the location of the secondary upper decks consistent with the townhouse design guidelines.

Common outdoor amenity space is proposed in the southeast corner of the site opposite the main site entry and its preliminary size meets the minimum guidelines in the OCP. Opportunities exist to further examine the design of the common outdoor amenity space on-site as part of the DP application review process. In addition, the opportunity exists for the common outdoor amenity space to be expanded for use by the subject development when the adjacent property to the south is redeveloped for townhouses and the truck turnaround area immediately adjacent to the amenity area could be removed from the subject site as a result of the T-intersection of the drive-aisles on the lots.

Consistent with the OCP, the applicant proposes to submit a contribution to the City prior to final adoption of the rezoning bylaw in lieu of providing common indoor amenity space on-site. The current rate for this nine-unit townhouse proposal is \$2,066.00/unit for a total contribution of \$18,594.00 to the City's Leisure Facilities Reserve Fund. In the event that the contribution is not received within one year of the rezoning bylaw receiving third reading, the contribution shall be recalculated based on the rate in effect at the time of payment, as updated periodically and published in a City bulletin.

Existing Legal Encumbrances

There is a City Statutory Right-of-Way (SRW) registered on Title of the subject properties for the sanitary sewer. The applicant has been advised that encroachment into the SRW is not permitted.

Housing Type and Tenure

This proposal is for nine townhouse units that are intended to be strata-titled. Consistent with the OCP policy respecting townhouse development projects and in order to maximize potential rental and housing opportunities throughout the City, the applicant has agreed to register a restrictive covenant on Title prior to final adoption of the rezoning bylaw, prohibiting: (a) the imposition of any strata bylaw that would prohibit any residential dwelling unit from being rented; and (b) the imposition of any strata bylaw that would place age-based restrictions on occupants of any residential dwelling unit.

Site Access and Parking

Vehicle access to the subject site is proposed off No. 1 Road. As identified previously in this report, the applicant must register a SRW agreement on Title for public-right-of-passage prior to rezoning bylaw adoption to enable potential future shared access to sites to the south and north upon their redevelopment.

Pedestrian access from the public sidewalk along No. 1 Road to each of the street-fronting units is proposed via individual pathways, and pedestrian access to the internal units is proposed from the drive-aisle. The opportunity exists to further refine pedestrian connectivity on-site as part of the DP application review process.

On-site parking is proposed consistent with the requirements in Richmond Zoning Bylaw 8500, as follows:

- Resident parking spaces are proposed to be provided within each unit's garage (in either a side-by-side or tandem arrangement). For the spaces proposed in a tandem arrangement, the applicant is required to register a restrictive covenant on Title prohibiting the conversion of the tandem parking area into a habitable space.
- Two visitor surface parking spaces are proposed off of the internal drive-aisle at the north end of the site.
- Resident bike parking is proposed to be located within each unit's garage, and a visitor bike rack is proposed within the common outdoor amenity space.

Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report, which identifies on-site and off-site tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The report assesses:

- 13 bylaw-sized (Trees #233-235 and 238-247) and two undersized trees (Trees # 236 and 237) on the subject property.
- One tree located in the unconstructed lane to the east of 8100 No. 1 Road on City-owned property (Tree # N02).
- Six trees located on neighbouring lots to the north and east (Trees # N01, N03-N07).

Undersized hedges are also identified on-site and on the neighbouring lots to the north and east (Tree # H01 at 8100 No. 1 Road, # H02 at 8131 Corless Place, and # H03 on-site).

Although not assessed in the Arborist's Report, two undersized fig trees (unnumbered) were also identified by the Arborist and the Surveyor, which are proposed for removal.

The City's Tree Preservation Coordinator and Parks Department Arborist have reviewed the Arborist's Report and support the Arborist's findings, with the following comments:

- The project Arborist has confirmed that two bylaw-sized trees on-site are in an advanced state of decline with 10 to 20 per cent dieback in the crown, respectively (Trees # 234 and 235). The Arborist has indicated that recovery of these trees is not expected. On this basis, these trees should be removed and replaced.
- 11 bylaw-sized trees (Tree #233 and 238-247) and two undersized trees (Tree #236 and 237) located on-site are either dead, dying, in very poor condition with fungal blight infection or exhibiting structural defects such as cavities at the main branch union and co-dominant stems with inclusions. These trees are not good candidates for retention and should be removed and replaced.
- One undersized hedge on-site is in conflict with the required frontage improvements and vehicle access to the site, and is proposed to be removed (Tree # H03).

- The six trees and two hedges on neighbouring properties to the north and east are to be retained and protected (Trees # N01, N03-N07 and H01-H02).
- Tree # N02 in the unconstructed City lane dedication is not in conflict with the proposed development and must be retained as per the project Arborist's recommendation and to City standard.
- Replacement trees are required at a 2:1 ratio as per the OCP and the City's Tree Protection Bylaw 8057.

Tree Protection

To summarize, the following trees are required to be retained and protected:

- Six trees and two hedges on neighbouring properties to the north and east (Trees # N01, N03-N07 and H01-H02); and
- One tree in the unconstructed City lane dedication to the north (Tree # N02).

The applicant has submitted a tree management drawing showing the trees to be retained, the required tree protection areas and the measures to be taken to protect them during development stage (Attachment 5).

To ensure that the trees identified for retention are protected at development stage, the applicant is required to complete the following items:

- Prior to final adoption of the rezoning bylaw, submission to the City of:
 - A contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to tree protection zones. The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the arborist to submit a post-construction impact assessment to the City for review.
 - A tree survival security in the amount of \$5,000.00 for Tree # N02. The applicant must also enter into a legal agreement to accompany the tree survival security, which sets the terms for use and release of the security.
- Prior to demolition of the existing dwelling on the subject site, installation of tree protection fencing around all trees to be retained. Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin Tree-03 prior to any works being conducted on-site, and remain in place until construction and landscaping on-site is completed.

Tree Replacement

A total of 13 bylaw-sized trees on-site are proposed to be removed (Trees # 233-235 and 238-247). In accordance with the 2:1 replacement ratio in the OCP and Tree Protection Bylaw 8057, 26 replacement trees are required to be planted and maintained on-site for the 13 bylaw-sized trees removed (minimum 8 cm caliper deciduous or 4 m high conifer).

The applicant's preliminary Landscape Plan illustrates that 17 trees of a variety of species and sizes are proposed. The Landscape Plan will be reviewed further as part of the DP application review process. To satisfy the 2:1 replacement ratio, the applicant proposes to contribute \$6,750.00 (\$750/tree) to the City's Tree Compensation Fund prior to final adoption of the rezoning bylaw in-lieu of planting the remaining nine replacement trees that cannot be accommodated on the subject property with redevelopment.

To ensure that the replacement trees and landscaping is planted and maintained on-site, the applicant is required to submit a Landscaping Security prior to DP issuance in the amount of 100 per cent of a cost estimate for the works prepared by the Registered Landscape Architect (including installation and a 10 per cent contingency).

Variance Requested

The conceptual development plans are generally in compliance with the "Low Density Townhouses (RTL4)" zone of Richmond Zoning Bylaw 8500, with the exception that variance requests will be sought to:

- reduce the minimum required lot width from 50.0 m to 40.0 m; and
- allow six small vehicle parking spaces.

Staff is supportive of the variance requests for the following reasons:

- The variance to the minimum required lot width is a technical variance as the redevelopment proposal involves a land assembly with a 40.23 m frontage. A functional site plan that meets the design guidelines in the OCP is achievable for this townhouse proposal, and as identified previously in this report the opportunity exists for the remaining residential lots to the north and south to redevelop in the future with the potential for shared vehicle access via the subject site to be secured through a SRW agreement for public-right-of-passage that is to be registered on Title of the subject site prior to final adoption of the rezoning bylaw.
- The Zoning bylaw permits small vehicle parking spaces on a site where the total resident parking requirement is 31 or more spaces. Due to the small size of the proposed development (i.e., nine townhouse units), the total on-site resident parking requirement is only 18 spaces. The variance request to allow six small vehicle parking spaces (i.e., approximately 33 per cent) enables the majority of the spaces to be provided within the garages of each unit in a side-by-side arrangement, as well as providing for a more functional and efficient use of the livable space on the ground floor of those units. The City's Transportation Department has reviewed this redevelopment proposal and is in support of the variance request. They are also supportive of the applicant's proposal to increase the amount of resident bike parking spaces from 1.25 spaces/unit to 2.00 spaces/unit for a total of 18 resident bike parking spaces as a Transportation Demand Management measure.

Affordable Housing Strategy

The City's Affordable Housing Strategy requires that all townhouse rezoning applications provide a cash-in-lieu contribution to the Affordable Housing Reserve Fund. Consistent with the Strategy, the applicant proposes to submit a cash-in-lieu contribution to the Affordable Housing Reserve fund in the amount of \$12.00 per buildable square foot (for sites outside of the City Centre Area Plan) for a total contribution of \$139,601.03 prior to final adoption of the rezoning bylaw.

Market Rental Housing Policy

The City's Market Rental Housing Policy requires that all townhouse rezoning applications of five or more units (and less than 60 units) provide a cash-in-lieu contribution to the Affordable Housing Reserve Fund. Consistent with the Policy, the applicant proposes to submit a cash-in-lieu contribution to the Affordable Housing Reserve fund in the amount of \$2.65 per buildable square foot (for sites outside of the City Centre Area Plan) for a total contribution of \$30,828.56 prior to final adoption of the rezoning bylaw.

Energy Step Code

Consistent with the City's Energy Step Code requirements, the project architect has confirmed that the applicable Energy Step Code performance targets have been considered in the proposed design. The proposal is anticipated to achieve Step 3 of the Energy Step Code with the use of a Low Carbon Energy System. Further details on how the proposal will meet this commitment will be reviewed as part of the DP and Building Permit (BP) application review processes.

Accessibility

Consistent with the OCP guidelines regarding accessible housing, the applicant proposes to provide aging-in-place features in all units (e.g., stairwell handrails, lever-type handles for plumbing fixtures and door handles, and solid blocking in washroom walls for future grab bar installation beside toilet, bathtub and shower). In addition, the applicant proposes one Convertible Unit in the building fronting No. 1 Road. Further review of the Convertible Unit design will be undertaken as part of the Development Permit (DP) application review process.

Frontage Improvements and Site Servicing

Prior to BP issuance, the applicant is required to enter into a Servicing Agreement (SA) for the design and construction of a frontage improvements, including (but not limited to) a new 2.0 m wide concrete sidewalk and 1.5 m wide treed/grass boulevard along No. 1 Road, complete with transitions to the existing conditions to the north and south. To accommodate the frontage improvements, the applicant is required to provide a 0.91 m road dedication prior to final adoption of the rezoning bylaw.

The applicant is also required to design and construct the required site servicing works, including (but not limited to) providing new site servicing connections for water, storm and sanitary services and removing of the existing driveway letdowns.

Complete details on the scope of the frontage improvements and site servicing requirements are included in Attachment 6.

Future Development Permit Application Considerations

A DP application is required to be processed to a satisfactory level prior to final adoption of the rezoning bylaw. The DP application will involve further review the of form and character of the proposed development to ensure it is consistent with the design guidelines for multi-family development contained within the OCP and further refinements may be made to the drawings as part of the review. This includes, but is not limited to:

- Refining the Site Plan and Landscape Plan to minimize the visual impact of the hydro kiosk, to optimize the location of the visitor bike rack within the common outdoor amenity space and to explore opportunities to improve pedestrian connectivity and spacing between buildings on-site.
- Refining the Architectural Plans to clarify the proposed lot grading.
- Investigating alternate locations for the secondary decks on upper floors of the buildings, consistent with the townhouse design guidelines in the OCP.
- Refining the Landscape Plan to explore additional planting opportunities throughout the site and to explore potential improvements to the design of the common outdoor amenity space, including illustrating a concept for how the expanded space can be treated in the future when the adjacent on-site truck turnaround area is able to be removed.
- Refining the third-storey setback of the building along No. 1 Road to reduce the apparent building mass consistent with the guidelines for Arterial Road Townhouses in the OCP.
- Reviewing and finalizing the proposed exterior building material and colour palette, and exploring improvements to the architectural design and details to ensure consistency with the townhouse guidelines in the OCP.
- Confirming that all Aging-in-Place and Convertible Unit Features have been incorporated into dwelling design.
- Reviewing the applicant's design response to the principles of Crime Prevention Through Environmental Design (CPTED).
- Refinement of the environmental sustainability features to be incorporated into the project, and confirmation of compliance with the applicable Energy Step Code.

Additional items may be identified as part of the DP application review process.

Financial Impact

This rezoning application results in an insignificant Operational Budget Impact (OBI) for off-site City infrastructure (such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals).

Conclusion

This application is to rezone the properties at 8120 and 8140 No. 1 Road from the "Single Detached (RS1/E)" zone to the "Low Density Townhouses (RTL4)" zone, to permit the property to be developed for nine townhouse units with vehicle access to No. 1 Road.

This rezoning application complies with the land use designations and applicable policies for the subject site that are contained within the OCP.

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

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10498 be introduced and given first reading.

Cynthia Lussier Planner 2 (604-276-4108)

CL:js

- Att. 1: Location Map/Aerial Photo
 - 2: Development Application Data Sheet
 - 3: Site Survey
 - 4: Conceptual Development Plans
 - 5: Tree Management Drawing
 - 6: Rezoning Considerations





ATTACHMENT 1






Development Application Data Sheet

Development Applications Department

RZ 21-945869

Address: 8120 and 8140 No. 1 Road

Applicant: Terra 8120 Number 1 Road Limited Partnership

Planning Area(s): Seafair

	Existing	Proposed	
Owner:	1296168 BC Ltd.	To be determined	
Site Size (m²): 1,838 m² 1,801.3		1,801.3 m²	
Land Uses:	Single-family housing	Townhousing	
OCP Designation:	Neighbourhood Residential	No change	
Zoning:	Single Detached (RS1/E)	Low Density Townhouses (RTL4	
Number of Units:	2	9	

On FutureLot	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.60	0.60	None permitted
Buildable Floor Area:	1,080.78 m² (11,633.41 ft²)	1,080.70 m² (11,633 ft²)	None permitted
Lot Coverage – Buildings:	Max. 40%	37.4%	None
Lot Coverage – Buildings, Structures and Non-porous Surfaces:	Max. 65%	58.4%	None
Lot Coverage – Live Landscaping:	Min. 25%	25.1%	None
Setback – Front Yard:	Min. 6.0 m	6.0 m	None
Setback – North Interior Side Yard:	Min. 3.0 m	3.0 m	None
Setback – South Interior Side Yard:	Min. 3.0 m	7.7 m	None
Setback – Rear Yard:	Min. 3.0 m	4.5 m to ground floor 6.0 m to second floor	None
Lot Dimensions:	Min. Width: 50 m Min. Depth: 35 m	Width: 40.22 m Depth: approximately 44.78 m	Variance Requested
Building Height:	Max. 12.0 m (3 storeys)	West Buildings – 11.19 m East Buildings – 7.31 m to 8.77 m from average finished site grade	None

On FutureLot	Bylaw Requirement	Proposed	Variance	
Parking Spaces – Resident:	Min. 2/unit (Min. 18 spaces)	18 spaces	None	
Parking Spaces – Visitor:	Min. 0.2/unit (Min. 2 spaces)	2 spaces	None	
Total:	20 spaces	20 spaces	None	
Tandem Parking Spaces:	Max. 50% (9 spaces)	33% (6 spaces)	None	
Standard Parking Spaces:	100%	Approx. 67% (12 spaces)	Variance Requested	
Small Parking Spaces:	Not permitted	Approx. 33% (6 spaces)		
Bike Parking Spaces:	1.25 spaces/unit (12 spaces)	2 spaces/unit (18 spaces)	None	
Common Amenity Space – Indoor:	Min. 50 m² or Cash-in-lieu	Cash-in-lieu	N/A	
Common Amenity Space – Outdoor:	Min. 6 m²/unit (54 m²)	80 m ² (with potential future expansion up to 142 m ²)	N/A	
Private Outdoor Space:	Min. 30 m²/unit	32 m ² to 41 m ²	N/A	



CNCL - 184

REZONING FOR PROPOSED TOWNHOUSE DEVELOPMENT AT 8120-8140 NO. 1 ROAD, RICHMOND, BC ATA

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8120 & 8140 NO 1 ROAD, RICHMOND, BC LOT 308 PLAN 52748 AND LOT 105 PLAN 39706, BOTH OF SECTION 23, BLOCK 4 NORTH, RANGE 7 WEST, NWD BEFORE ROAD DEDICATION 1,838 SM (19,784 SF), AFTER ROAD DEDICATION: APPROX 1801.3 SM (19,389 SF) CURRENT: R51/2, CURRENT: R51/2, (A) CIVIC ADDRESS:(B) LEGAL DESCRIPTION:(C) LOT AREA:(D) ZONING USE

	PROPOSED: RIL4 CURRENT ZONING (UNDER RS1/F ZONING)	PROPOSED REZONING (RTL4)	PROPOSED DEVELOPMENT
(E) FLOOR AREA RATIO	0.55 TO 454.5 SM 0.3 TO REST OF SITE AREA	0.60 TOTAL FAR FLOOR AREA 0.60 X1801.3 SM = 1080.7 SM (11,633 SF)	0.60 1080.7 SM (11,633 SF) FAR FLOOR AREA
(F) LOT SIZE(G) NUMBER OF UNIT:(H) BUILDING COVERAGE:	1 PER LOT MAX - 45%	MINIMUM 50M WIDE Max - 40% (7842 SF)	40.22M [VARMANCE REQUIRED] 9 UNITS 37.4% (674.4 SM 7261 SQ, FIL)
(1) BUILDING HEIGHT: (J) SETBACK:	MAX HEIGHT - 9M FRONT YARD - 6M SIDE YARD - 2M REAR YARD - 6M	MAX MAIN BUILDING HEGHT - 12M FRONT YARD FACNG NO. 1 - 6M SIDE YARD - 3M REAR YARD - 3M	BUILDING HEIGHT - 11.19M FRONT YARD FACING NO. 1 RD - 6.02M (19'9") NORTH SIDE YARD - 3.00M (9'10") SOUTH SIDE YARD - 7.76M (25'6") EXST REAR "YARD - 4.50M (14'9")
(K) PARKING:	2 PER DWELLING UNIT	2 PER DWELLING UNITS X 9 = 18 0.2 VISTOR PARKING / UNIT X9 = 2 TOTAL = 20 REQUIRED	RESIDENTIAL PARKING: 6 REQULAR 6 SAAALL [VARNAVCE REQUIRED] 6 REGULAR IN TANDEM ARRANGEMENT VISITOR PARKIND: 2 REGULAR
(L) BICYCLE		1.25 PER DWELLING UNIT X9=12 0.2 PER DWELLING UNIT X9= 2 VISITOR	VISITOR BIKE RACK 2 BIKE PER DWELLING)
(M) OPEN SPACE		OPEN AMENITY SPACE= 6 SM PER UNIT X9= 54 SM (581 SF)	OUTDOOR AMENITY PROVIDED: B0.8 SM (870 SQ. FT.)
SITE		one convertible unit (unit ∦b) is pro	and in this deallopment
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RZ 21-945869

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ATTACHMENT 6



Rezoning Considerations

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

Address: 8120 and 8140 No. 1 Road

File No.: RZ 21-945869

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10498, the applicant is required to complete the following:

- 1. Approximately 0.91 m wide road dedication along the entire No. 1 Road frontage. The exact measurement of the required road dedication is to be confirmed through legal surveys as part of the Servicing Agreement (SA) design review process.
- 2. Consolidation of all the lots into one development parcel (which will require the demolition of the existing dwellings).
- 3. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained (Trees # N01-N07 and H01-H02 located off-site). The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
- 4. Submission of a Tree Survival Security to the City in the amount of \$5,000.00 for the retention of Tree # N02 located in the City-owned unconstructed lane dedication to the north of the site. The City may release up to 90% of the security following substantial completion of construction and landscaping subject to a landscape inspection to the City's satisfaction, and may release 10% of the security following a one-year maintenance period if the tree has survived. The applicant must also enter into a legal agreement to accompany the tree survival security, which sets the terms for use and release of the security.
- 5. City acceptance of the applicant's voluntary contribution in the amount of \$6,750.00 to the City's Tree Compensation Fund for the planting of replacement trees within the City in-lieu of planting the balance of required replacement trees on-site.
- 6. City acceptance of the applicant's voluntary contribution in the amount of \$2,066.00 per dwelling unit (e.g. \$18,594.00) to the City's Leisure Facilities Reserve Fund in-lieu of the provision of on-site indoor amenity space. Note: the rate will be adjusted for inflation using the Stats Can Vancouver Construction Cost Index Institutional rate with revised rates to be published in a City Bulletin. In the event that the contribution is not paid to the City within one year of the rezoning bylaw having received third reading by Council (i.e., Public Hearing), the contribution shall be recalculated based on the rate in effect at the time of payment, as per the Bulletin.
- City acceptance of the applicant's voluntary contribution in the amount of \$14.65 per buildable square foot (e.g. \$170,429.46) to the City's Affordable Housing Reserve Fund (i.e., \$12.00/ft² consistent with the City's Affordable Housing Strategy and \$2.65/ft² consistent with the City's Market Rental Policies).
- 8. Registration of a legal agreement on title prohibiting the conversion of the tandem parking area into habitable space.
- 9. Registration of a flood indemnity covenant on title.
- 10. Registration of a restrictive covenant prohibiting (a) the imposition of any strata bylaw that would prohibit any residential dwelling unit from being rented; and (b) the imposition of any strata bylaw that would place age-based restrictions on occupants of any residential dwelling unit.
- 11. Registration of a Statutory Right-of-Way (SRW) agreement, and/or other legal agreements or measures, as determined to the satisfaction of the Director of Development, over the internal drive-aisle and truck turnaround area to provide potential shared access to properties to the north and south of the subject site, including the installation of way-finding and other appropriate signage on the subject property, and requiring a covenant that the owner provide written notification of this through the disclosure statement to all initial purchasers, provide an acknowledgement of the same in all purchase and sale agreements, and erect signage in the initial sales centre advising purchasers of the potential for these impacts.

The SRW agreement is to contain language to indicate that the on-site truck turnaround area opposite the site entry can be removed from the SRW area and used as additional outdoor amenity space for the sole use of the subject development when the adjacent property to the south is redeveloped for townhouses and truck turnaround would be accommodated by way of the resulting T-intersection of the drive-aisles on the lots. The SRW agreement is also to contain language indicating that maintenance and liability within the SRW area are the responsibility of the property owner.

Any works essential for public access within the required SRW area are to be included in the SA and the maintenance & liability responsibility by the property Owner is to be clearly noted. The design must be prepared in accordance with good engineering practice with the objective to optimize public safety and after completion of the works, the Owner is required to provide a certificate of inspection for the works, prepared and sealed by the Owner's Engineer in a form and content acceptable to the City, certifying that the works have been constructed and completed in accordance with the accepted design.

- 12. Payment of all fees in full for the cost associated with the Public Hearing Notices, consistent with the City's Consolidated Fees Bylaw No 8636, as amended.
- 13. The submission and processing of a Development Permit* application completed to a level deemed acceptable by the Director of Development.

Prior to Demolition Permit* issuance, the applicant must complete the following requirements:

• Installation of tree protection fencing around all trees to be retained as per the Arborist's Report and tree management drawing. Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin Tree-03 prior to any works being conducted on-site, and remain in place until construction and landscaping on-site is completed

Prior to Building Permit (BP)* issuance, the applicant must complete the following requirements:

• Enter into a SA* for the design and construction of frontage improvements along No. 1 Road and the required water, storm, and sanitary service works. A Letter of Credit or cash security for the value of the SA works, as determined by the City, will be required as part of entering into the SA. The works are to include (but are not limited to) the following:

Frontage Improvements

- Across the entire No.1 Road frontage, construct new 2.0 m wide concrete sidewalk at the new property line after road dedication and a minimum 1.5 m wide treed/grass boulevard over the remaining width between the sidewalk and the east curb of No. 1 Road. The cross-section of the frontage improvements (east to west) is to include:
 - ° New east property line of the subject site.
 - ° 2.0 m wide concrete sidewalk.
 - ° 1.5 m wide landscaped boulevard with street trees.
 - $^{\circ}$ 0.15 m wide curb.
- The new sidewalk and boulevard are to have a transition section to connect to the existing frontage conditions immediately north and south of the subject site. The suggested sidewalk ramp connections to the north and south show grades of 7.09% and 6.99% respectively. Per TAC standards, the maximum permitted grade for wheelchair accessibility is set at 6%. The sidewalk transitions are to be redesigned as follows:
 - [°] To the north: On the subject site's side of the common property line, construct the sidewalk connection based on a reverse curve design (e.g. 3 m x 3 m).
 - [°] To the south: Put the top of ramp as far back into the subject site's side of the common property line to meet the maximum permitted grade of 6%.
- All existing driveway crossing along the subject site's No. 1 Road frontage are to be closed permanently. The Applicant is responsible for the removal of the existing driveway crossings and replacement with barrier curb/gutter, treed/grass boulevard and concrete sidewalk as per the frontage upgrade standards described above. Site vehicular access is to be provided via a single driveway at the site's No. 1 Road frontage, to be constructed to meet the following City standards (refer to Engineering Design Specifications R-9-DS):

- ^o Driveway is to be a minimum of 7.5 m wide at the property line (plus 0.35 m on either side of the driveaisle).
- $^\circ$ ~0.9 m flares at the curb.
- ° 45° offsets to meet existing grade of sidewalk/boulevard.
- ° Maximum 2.0 m deep letdown.
- ° Maximum 8% letdown grade.
- ° Continuous sidewalk is to be provided at the back of the driveway letdown and at the new property line after road dedication.
- [°] Per Engineering Design Specifications, a minimum separation of 1.0 m (flare to flare at the curb) between two adjacent residential driveways is required.
- All aboveground hydro/telephone kiosks and other third party equipment must not be placed within any frontage. On-site third party SRWs are to be secured for the placement of this equipment.
- At the Applicant's cost, the Applicant is to:
 - Coordinate with BC Hydro, Telus and other private communication service providers:
 - To pre-duct for future hydro, telephone and cable utilities along all road frontages.
 - Before relocating/modifying any of the existing power poles and/or guy wires along the frontages and within the proposed site.
 - ^o Locate/relocate all above ground utility cabinets and kiosks required to service the proposed development and proposed undergrounding works, and all above ground utility cabinets and kiosks located along the development's frontages, within the development site (see list below for examples). A functional plan showing conceptual locations for such infrastructure shall be included in the development design review process. Please coordinate with the respective private utility companies and the project's lighting and traffic signal consultants to confirm the requirements (e.g., SRW dimensions) and the locations for the aboveground structures. If a private utility company does not require an aboveground structure, that company shall confirm this via a letter to be submitted to the City. The following are examples of SRWs that shall be shown on the architectural plans/functional plan, the servicing agreement drawings, and registered prior to SA design approval:

BC Hydro Vista – confirm dimensions with BC Hydro. BC Hydro PMT – $4.0 \ge 5.0 =$ BC Hydro LPT – $3.5 \ge 3.5 =$ Street light kiosk – $1.5 \ge 1.5 =$ Traffic signal kiosk – $2.0 \ge 1.5 =$ Traffic signal UPS – $1.0 \ge 1.0 =$ Shaw cable kiosk – $1.0 \ge 1.0 =$ Telus FDH cabinet – $1.1 \ge 1.0 =$

° Review street lighting levels along all road and lane frontages, and upgrade as required.

Water Works

- Using the OCP Model, there is 448.0 L/s of water available at a 20 psi residual at the No 1 Road frontage. Based on your proposed development, your site requires a minimum fire flow of 220 L/s.
- At the Applicant's cost, the Applicant is required to:
 - ^o Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on BP stage building designs.
 - Provide a SRW for the water meter. Minimum right-of-way dimensions to be the size of the meter box (from the City of Richmond supplementary specifications) + any appurtenances (for example, the bypass on W2o-SD) + 0.5 m on all sides. Exact SRW dimensions to be finalized during the BP process (or via the SA process, if one is required).
 - Review hydrant spacing on all frontages and install new fire hydrants as required to meet City spacing requirements for multi-family land use. The existing fire hydrants are located at the west side of No. 1 Road. This project (located at the east side of No. 1 Road) requires a hydrant at its frontage to service the proposed development. Subject to the approval of the City's fire department, a new fire hydrant is required at the development's frontage along the east side of No. 1 Road.

- At the Applicant's cost, the City will:
 - ^o Complete all tie-ins for the proposed works to existing City infrastructure.
 - ° Cut and cap the two existing water service connections along No 1 Road.
 - [°] Install a new water service connection complete with water meter and water meter box to service the lot as per standard City specifications.

Storm Sewer Works

- At the Applicant's cost, the City will:
 - ° Cut and cap all existing storm service connections located at the No 1 Road frontage.
 - Install a new storm service connection complete with inspection chamber to service the lot. Tie-in shall be to the existing manhole. Sizing of the new storm service connection to be finalized during the SA process.

Sanitary Sewer Works

- The Applicant is required to not start onsite excavation or foundation construction until completion of rearyard sanitary works by City crews.
- At the Applicant's cost, the City will:
 - [°] If required, replace the portions of the existing AC sanitary force main at No 1 Road that may be exposed and impacted to facilitate installation of water service connection and fire hydrant connection.
 - ° Complete all tie-ins for the proposed works to existing City infrastructure.
 - Cut and cap the two existing sanitary service connections located at the southeast corner of 8120 No. 1 Road and southeast corner of 8140 No 1 Rd respectively.
 - Install a new sanitary service connection complete with inspection chamber to service the lot. Location of sanitary service connection to be finalized during the SA process. Note: existing on-site trees near the location of the proposed service connection are proposed to be removed as per the Tree Management Drawing included as Attachment 5 to the Rezoning Staff Report (i.e., Trees # 238-246).

General Items

- At the Applicant's cost, the Applicant is to not encroach into City SRWs with any proposed trees, retaining walls, or other non-removable structures.
- Submit 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.
- Incorporate accessibility measures in BP plans as determined via the Rezoning and/or Development Permit processes (e.g., Aging-in-Place Features in all units, and Convertible Unit Features in the north unit of the building along No. 1 Road).
- If applicable, pay latecomer agreement charges, plus applicable interest associated with eligible latecomer works.
- Obtain a 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.

Notes:

- * 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 concurrence on file)

Signed

Date



Richmond Zoning Bylaw 8500 Amendment Bylaw 10498 (RZ 21-945869) 8120 and 8140 No. 1 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 "LOW DENSITY TOWNHOUSES (RTL4)".

P.I.D. 003-629-708 Lot 308 Section 23 Block 4 North Range 7 West New Westminster District Plan 52748

P.I.D. 008-652-007 Lot 105 Section 23 Block 4 North Range 7 West New Westminster District Plan 39706

2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 10498".

FIRST READING	CITY OF RICHMOND
A PUBLIC HEARING WAS HELD ON	APPROVED by
SECOND READING	APPROVED by Director
THIRD READING	or Solicitor
OTHER CONDITIONS SATISFIED	

ADOPTED

MAYOR

CORPORATE OFFICER



To:	Planning Committee	Date:	October 23, 2023
From:	Wayne Craig Director, Development	File:	RZ 22-010976

Re: Application by Navreet Gill for Rezoning at 11831/11833 Seabrook Crescent from the "Single Detached (RS1/E)" Zone to the "Single Detached (RS2/B)" Zone

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10510, for the rezoning of 11831/ 11833 Seabrook Crescent from the "Single Detached (RS1/E)" zone to the "Single Detached (RS2/B)" zone, be introduced and given first reading.

Jun Per

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

WC:le Att. 6

ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER						
Affordable Housing		pe Erceg						

Staff Report

Origin

Navreet Gill has applied on behalf of the property owners, 1303287 B.C. Ltd. (Balraj Singh Sanghera and Rajbir Kaur Chatha), to rezone 11831/11833 Seabrook Crescent from the "Single Detached (RS1/E)" zone to the "Single Detached (RS2/B)" zone in order to permit the property to be subdivided into two single-family lots, each with vehicle access from Seabrook Crescent. A location map and aerial photo are provided in Attachment 1. The proposed subdivision plan and draft site plan are provided in Attachment 2.

Findings of Fact

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

Subject Site Existing Housing Profile

The subject site contains an existing un-stratified non-conforming duplex (two-unit dwelling), which will be demolished prior to subdivision. Both dwelling units are currently tenant occupied and do not contain any secondary suites. The applicant has indicated that the tenants are aware of the redevelopment proposal and the applicant will ensure compliance with the Residential Tenancy Act.

Surrounding Development

Development immediately surrounding the site is as follows:

- To the North: A single-family houses on a lot zoned "Single Detached (RS1/E)".
- To the South: A single-family houses on a lot zoned "Single Detached (RS1/E)".
- To the East: Across the lane, an existing duplex on a lot zoned "Single Detached (RS1/E)" fronting onto No. 5 Road. There is a Rezoning application and Development Permit (RZ 22-019002/DP 23-028942) at 10111/10113 No. 5 Road to permit the development of three front-back duplex lots. The rezoning application received third reading on October 16, 2023.
- To the West: Across Seabrook Crescent, an existing duplex on a lot zoned "Single Detached (RS1/E)".

Related Policies & Studies

Official Community Plan

The subject site is designated as "Neighbourhood Residential" in the Official Community Plan (OCP). This proposal is consistent with this OCP designation.

Single-Family Lot Size Policy 5434/ Zoning Bylaw 8500

The subject property is located within the area covered by Lot Size Policy 5434, adopted by City Council in 1990, amended in 1991 and 2006 (Attachment 4). The Policy permits a majority of lots within the Policy Area (including the subject property) to be rezoned and subdivided in accordance with the provisions of the "Single Detached (RS1/E)" zone.

The subject site is currently occupied by a legal duplex. Section 2.3.7 of Richmond Zoning Bylaw 8500 provides that the Lot Size Policy does not apply to a rezoning that a legal duplex and which are intended to be subdivided into no more than two single-family lots. The proposed rezoning and subdivision complies with Section 2.3.7 and would result in the creation of two single-family lots being 444.9 m² and 450.2 m² in area. Further, the proposed rezoning and subdivision would comply with the minimum lot dimensions and size applicable to the "Single Detached (RS2B)" zone.

Ministry of Transportation & Infrastructure Approval

As the subject site is located within 800 m of an intersection of a Provincial Limited Access Highway and a City road, this redevelopment proposal was referred to the Ministry of Transportation and Infrastructure (MOTI) for review and comment. Preliminary confirmation has been received from MOTI indicating that they have no objections to the proposed redevelopment. Final approval from MOTI is required prior to final adoption of the rezoning bylaw.

Floodplain Management Implementation Strategy

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204. Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

Public Consultation

A rezoning sign has been installed on the subject property. Staff have not received any comments from the public about the rezoning application in response to the placement of the rezoning sign on the property.

Should the Planning Committee endorse this application and Council grant first reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment.

Public notification for the Public Hearing will be provided as per the *Local Government Act* and the City's *Zoning Bylaw 8500*.

Analysis

Proposed Rezoning and Subdivision

The applicant is proposing to rezone the subject site and subdivide it into two single-family lots, each with a secondary suite, with access from Seabrook Crescent. The proposed subdivision plan and site plan are shown in Attachment 2.

Existing Legal Encumbrances

There is an existing Statutory Right-of-Way (SRW) for City sanitary service services, BC Hydro and the BC Telephone Company that extends 3.0 m from the southern property line of the subject site. The applicant has been advised that no encroachment of buildings, trees or obstructions into the SRW is permitted. The applicant has been provided an opinion that the proposed development does not conflict with the legal encumbrances on Title.

Transportation and Site Access

Vehicle access is proposed to be from Seabrook Crescent for both of the proposed lots. The existing driveways will be removed and new driveways will be constructed as detailed in the Site Servicing and Frontage Improvements sub-section of this report.

Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report; which identifies on-site and off-site tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development (Attachment 5). The Report assesses two bylaw-sized trees on the subject property and two trees on neighbouring properties. There are no street trees on City property adjacent to the subject property.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report and supports the Arborist's findings, with the following comments:

- One tree (tag# 892 40 cm caliper crab apple) is in poor condition (large limb removed and a cavity is visible at the historic removal site). In addition, there is evidence of a second cavity developing on the other co-dominant limb, just above an inclusion seam joining the two limbs together. Removal and replacement is recommended.
- One tree (tag# 893 40 cm caliper crab apple) is in poor condition (historically topped) and in conflict with the proposed development. Topping results in structural defects in the upper canopy. Removal and replacement is recommended.
- Two trees (tag# os1 & os2) located on neighbouring property will not be impacted by development.
- Replacement trees to be provided at 2:1 ratio as per the OCP (Min 4 m high conifer or 8 cm caliper deciduous).

Tree Replacement

The applicant wishes to remove two on-site trees (Trees # 892 and 893). The 2:1 replacement ratio would require a total of four replacement trees. The applicant has agreed to plant three trees on each lot proposed; for a total of six trees. The required replacement trees are to be of the following minimum sizes, based on the size of the trees being removed as per Tree Protection Bylaw No. 8057.

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	Minimum Height of Coniferous Replacement Tree		
6	8 cm	4 m		

To ensure that the three new trees are planted and maintained on each new lot, the applicant is required to submit a Landscaping Security in the amount of \$4,500.00 (\$750/tree) prior to the final adoption of the rezoning bylaw. Securities will be held until a landscaping inspection has been passed by City staff after construction and landscaping has been completed. The City may retain a portion of the security for a one-year maintenance period to ensure that the landscaping survives. To accompany the landscaping security, a legal agreement that sets the terms for release of the security must be entered into between the applicant and the City.

Tree Protection

Two trees (Tree tags # os1 and os2) on neighbouring properties are to be retained and protected. The applicant has submitted a tree management plan showing the trees to be retained and the measures taken to protect them during development stage (Attachment 5).

To ensure that the trees identified for retention are protected at development stage, the applicant is required to complete the following items:

- Prior to final adoption of the rezoning bylaw, submission to the City of a contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to tree protection zones. The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection and a provision for the arborist to submit a post-construction impact assessment to the City for review.
- Prior to demolition of the existing dwelling on the subject site, installation of tree protection fencing around all trees to be retained. Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin Tree-03 prior to any works being conducted on-site and remain in place until construction and landscaping on-site is completed.

Affordable Housing Strategy

The City's Affordable Housing Strategy for single-family rezoning applications requires a secondary suite or coach house on 100 per cent of new lots created through single-family rezoning and subdivision applications; a secondary suite or coach house on 50 per cent of new lots created and a cash-in-lieu contribution to the City's Affordable Housing Reserve Fund of the

total buildable area of the remaining lots; or a cash-in-lieu contribution of the total buildable area of all lots where a secondary suite cannot be accommodated in the development.

Consistent with the Affordable Housing Strategy, the applicant has proposed to provide a onebedroom secondary suite in each of the dwellings to be constructed on the new lots, for a total of two suites. The applicant proposes to build a minimum one-bedroom secondary suite with a minimum size of 37 m² [400 ft²] on proposed Lot A and a minimum one-bedroom secondary suite with a minimum size of 39 m² [422 ft²] on proposed Lot B.

Prior to the adoption of the rezoning bylaw, the applicant must register a legal agreement on Title to ensure that no Building Permit inspection is granted until a minimum one-bedroom secondary suite of 37 m^2 [400 ft²] is constructed on proposed Lot A and a minimum one-bedroom secondary suite of 39 m^2 [422 ft²] is constructed on proposed Lot B to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.

Site Servicing and Frontage Improvements

At Subdivision stage, the applicant must enter into a servicing agreement for the design and construction of the required site servicing and off-site improvements, as described in Attachment 6, including:

- Providing new site servicing connections for water, sanitary, and storm sewer servicing for each new lot.
- Removal of the existing sidewalk and installation of a new 1.5 m concrete sidewalk and landscaped boulevard. The new sidewalk is to be connected to the existing sidewalks to the north and south of the subject site with a transition section based on a reverse curve design.

At the Subdivision stage, the applicant is also required to pay:

• \$25,421.22 for cost recovery of rear lane drainage upgrades previously constructed by the City as part of a City Capital Works Program in accordance with Works and Services Cost Recovery Bylaw 8752.

Note: Cost recovery contributions are subject to interest rates as set out in Bylaw No. 8752. The City will re-assess the required contribution when the cash-in-lieu is paid, based on the interest rate.

• The current year's taxes, Development Cost Charges (City, Metro Vancouver and TransLink), School Site Acquisition Charges, Address Assignment Fees and the costs associated with the completion of the site servicing and other improvements as described in Attachment 6.

Financial Impact or Economic Impact

The rezoning application results in an insignificant Operational Budget Impact (OBI) for off-site City infrastructure (such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals).

Conclusion

Navreet Gill has applied on behalf of the property owners, 1303287 B.C. Ltd. (Balraj Singh Sanghera and Rajbir Kaur Chatha), to rezone 11831/11833 Seabrook Crescent from the "Single Detached (RS1/E)" zone to the "Single Detached (RS2/B)" zone in order to permit the property to be subdivided into two single-family lots, each with vehicle access from Seabrook Crescent.

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10510 be introduced and given first reading.

Laurel Eyton Planning Technician (604-276-4262)

LE:js

- Att. 1: Location Maps
 - 2: Subdivision Plan and Site Plan
 - 3: Development Application Data Sheet
 - 4: Single Family Lot Size Policy
 - 5: Tree Management Plan
 - 6: Rezoning Considerations

Attachment 1











RZ 22-010976

Original Date: 05/06/22

Revision Date:

Note: Dimensions are in METRES





Development Application Data Sheet

Development Applications Department

RZ 22-010976

Attachment 3

Address: 11831/ 11833 Seabrook Crescent

Applicant: Navreet Gill

Planning Area(s): Shellmont

	Existing	Proposed	
Owner:	1303287 B.C. Ltd.	Lot A: TBD Lot B: TBD	
Site Size (m ²):	895.1 m²	Lot A: 444.9 m ² Lot B: 450.2 m ²	
Land Uses:	Duplex	Two single family dwellings	
OCP Designation:	Neighbourhood Residential	No change	
702 Policy Designation:	Duplex lots can be subdivided	No change	
Zoning:	RS1/E	RS2/B	
Number of Units:	2 dwelling units	2 single detached houses, each with a secondary suite	

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.55 for lot area up to 464.5 m ² plus 0.3 for area in excess of 464.5 m ²	Max. 0.55 for lot area up to 464.5 m ² plus 0.3 for area in excess of 464.5 m ²	none permitted
Buildable Floor Area (m ²):*	Lot A: Max. 244.7 m ² (2633.9 ft ²) Lot B: Max. 247.6 m ² (2665.1 ft ²)	Lot A: Max. 244.7 m ² (2633.9 ft ²) Lot B: Max. 247.6 m ² (2665.1 ft ²)	none permitted
Lot Coverage (% of lot area):	Building: Max. 45% Non-porous Surfaces: Max. 70% Live Landscaping: Min. 25%	Building: Max. 45% Non-porous Surfaces: Max. 70% Live Landscaping: Min. 25%%	none
Lot Size:	Min. 360 m²	Lot A: 444.9 m ² Lot B: 450.2 m ²	none
Lot Dimensions (m):	Min. Width: 12.0 m Min. Depth: 24.0 m	Lot A Width: 15.4 m Lot A Depth: 29.2 m Lot B Width: 15.4 m Lot B Depth: 29.5 m	none
Setbacks (m):	Front: Min. 6.0 m Rear: Min. 6.0 m 1 st storey; 25% lot depth 2 nd storey Side: Min. 1.2 m	Front: Min. 6.0 m Rear: Min. 6.0 m 1 st storey; 25% lot depth 2 nd storey Side: Min. 1.2 m	none
Height (m):	Max 2.5 storeys	Max 2.5 storeys	none

* Preliminary estimate; not inclusive of garage; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.

Attachment 4







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

Address: 11831/11833 Seabrook Crescent

File No.: RZ 22-010976

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10510, the developer is required to complete the following:

- 1. Provincial Ministry of Transportation & Infrastructure Approval.
- Submission of a Landscape Security in the amount of \$4,500.00 (\$750/tree) to ensure that a total of three replacement trees are planted and maintained on each lot proposed (for a total of six trees); minimum 8 cm deciduous caliper or 4.0 m high conifers). NOTE: minimum replacement size to be as per Tree Protection Bylaw No. 8057 Schedule A 3.0 Replacement Trees.
- 3. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections; and, a provision for the Arborist to submit a post-construction assessment report to the City for review.
- 4. Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.
- 5. Registration of a flood indemnity covenant on title.
- 6. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a minimum one-bedroom secondary suite with a minimum size of 37 m² [400 ft²] on proposed Lot A, and a minimum one-bedroom secondary suite with a minimum size of 39 m² [422 ft²] on proposed Lot B; to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.
- 7. Payment of all fees in full for the cost associated with the Public Hearing Notices, consistent with the City's Consolidated Fees Bylaw No 8636, as amended.

At Subdivision* stage, the developer must complete the following requirements:

- 1. Pay property taxes up to the current year, Development Cost Charges (City, TransLink and Metro Vancouver), School Site Acquisition Charges, Address Assignment Fees, etc., and any other fees or costs identified via the subdivision application process.
- 2. Pay \$25,421.22 towards a cost recovery contribution for the laneway drainage and asphalt improvements previously installed consistent with the City's Works and Services Cost Recovery Bylaw No. 8752.

Note: Cost recovery contributions are subject to interest rates as set out in Bylaw No. 8752. The City will re-assess the required contribution when the cash-in-lieu is paid, based on the interest rate.

3. Enter into a Servicing Agreement* for the design and construction of engineering infrastructure improvements. A Letter of Credit or cash security for the value of the Service Agreement works, as determined by the City, will be required as part of entering into the Servicing Agreement. Works include, but may not be limited to:

Water Works:

- a) Using the OCP Model, there is 160.0 L/s of water available at a 20 psi residual at the Seabrook Cr frontage. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.
- b) At Developer's cost, the Developer is required to:
 - i) Cut and cap the existing water service connection
 - ii) Install a new 25mm diameter water service connection complete with water meter and water meter box to service the north lot as per standard city specifications.
 - iii) Install a new 25mm diameter water service connection complete with water meter and water meter box to service the south lot as per standard city specifications.

- v) Provide a right-of-way for the water meter. Minimum right-of-way dimensions to be the size of the meter box (from the City of Richmond supplementary specifications) + any appurtenances (for example, the bypass on W2o-SD) + 0.5 m on all sides. Exact right-of-way dimensions to be finalized during the building permit process (or via the servicing agreement process, if one is required).
- c) At Developer's cost, the City will:
 - i) Complete all tie-ins for the proposed works to existing City infrastructure.

Storm Sewer Works:

- d) At Developer's cost, the Developer is required to:
 - i) Cut and cap the existing storm service connection along Seabrook Crescent.
 - ii) Install a new 100mm storm service connection complete with inspection chamber to service the north lot.
 - iii) Install a new 100mm storm service connection complete with inspection chamber to service the south lot.
- e) At Developer's cost, the City will:
 - i) Complete all tie-ins for the proposed works to existing City infrastructure.

Sanitary Sewer Works:

- f) At Developer's cost, the Developer is required to:
 - i) Not start onsite excavation or foundation construction until completion of rear-yard sanitary works by City crews.
 - ii) Confirm the condition and capacity of the existing sanitary service connection located at the north east corner of the lot. Reuse if in good condition to service the north lot.
 - iii) Confirm the condition and capacity of the existing storm service connection located near the middle PL. Reuse if in good condition to service the south lot.
- g) At Developer's cost, the City will:
 - i) Complete all tie-ins for the proposed works to existing City infrastructure.

General Items:

- h) At Developer's cost, the Developer is required to:
 - i) Complete other frontage improvements as per Transportation requirements:
 - ii) The existing 1.2m wide concrete sidewalk (at the curb) is to be widened to 1.5m across the subject site's entire road frontage to meet minimum design standards.
 - iii)The remaining width between the sidewalk and the road fronting property line is to be treated as a landscaped boulevard with street trees.
 - iv) All existing driveways at the subject site's Seabrook Road frontage are to be closed permanently and backfilled with barrier curb/gutter, sidewalk and boulevard per standards described above. Two new driveways, one for each subdivided lot, are to be provided.
 - v) Not encroach into City rights-of-ways with any proposed trees, retaining walls, or other non-removable structures. Retaining walls proposed to encroach into rights-of-ways must be reviewed by the City's Engineering Department.

Initial: _____
Prior to Building Permit Issuance, the developer must complete the following requirements:

- Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management
 Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and
 proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of
 Transportation) and MMCD Traffic Regulation Section 01570.
- 2. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

Note:

- * This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

[signed copy on file]

Signed

Date

CITY OF

RICHMOND APPROVED by

APPROVED by Director or Solicitor



Richmond Zoning Bylaw 8500 Amendment Bylaw 10510 (RZ 22-010976) 11831/ 11833 Seabrook Crescent

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it "SINGLE DETACHED (RS2/B)".

P.I.D. 007-179-405 Lot 292 Section 36 Block 4 North Range 6 West New Westminster District Plan 35777

2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 10510".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE APPROVAL

ADOPTED

MAYOR

CORPORATE OFFICER



Report to Committee

To:	General Purposes Committee	Date:	October 12, 2023
From:	Kim Somerville Director, Community Social Development	File:	06-2280-20-356/Vol 01
	Kirk Taylor Director, Real Estate Services		
Re:	Potential Lease Extension Amendment Agre	ement for 6	999 Alderbridge Way

Staff Recommendation

- 1. That the current ground lease with the Provincial Rental Housing Corporation ("PRHC") for the Alderbridge Supportive Housing, located on City property at 6999 Alderbridge Way, be extended for a period of approximately three and a half years from the expiry of the current ground lease until December 31, 2027, as per the terms outlined in the staff report titled "Potential Lease Extension Amendment Agreement for 6999 Alderbridge Way Supportive Housing" dated October 12, 2023 from the Director, Community Social Development and Director, Real Estate Services; and
- 2. That staff be authorized to take all necessary steps to negotiate an extension to the lease extension amendment agreement for the Alderbridge Supportive Housing and that the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to execute such amending agreement and all related documentation.

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

Kirk Taylor (J Director, Real Estate Services (604-276-4212)

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Communications Finance Department Law	ର ସ	- AR	
SENIOR STAFF REPORT REVIEW	Initials: JHB	APPROVED BY CAO	

Staff Report

Origin

The purpose of this report is to summarize a request from BC Housing to extend the ground lease for the Alderbridge Supportive Housing for a period of approximately three and a half years from the expiry of the current ground lease until December 31, 2027. The requested extension would allow the Alderbridge temporary supportive housing to continue to operate until the opening of the proposed permanent Supportive Housing at an alternative site which is targeted for occupancy by December 31, 2027 and will provide long-term supportive housing and support the closure of the Alderbridge building.

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

1.1 Continue fostering effective and strategic relationships with other levels of government and Indigenous communities.

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

2.2 Develop and implement innovative and proactive solutions that encourage a range of housing options and prioritize affordability.

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

4.4 Work with all levels of governments for grant and funding opportunities.

This report aligns with the strategic direction defined in the Affordable Housing Strategy (2017–2027), including:

Strategic Direction 2: Maximize use of City land and financial tools.

This report aligns with the direction defined in the Homelessness Strategy (2019–2029), including:

Strategic Direction 3: Provide pathways out of homelessness.

Analysis

Homelessness remains a critical concern for many individuals in Richmond despite numerous successes the City of Richmond and its partners have achieved. Since the early 2000s, the City has played a leadership role in supporting Richmond residents experiencing homelessness, including but not limited to the opening of Richmond House Emergency Shelter, Alderbridge Supportive Housing, Aster Place Supportive Housing and the advancement of a number of other homelessness initiatives. Regardless of these achievements, homelessness continues to be a

challenging social issue in the community as well as in many other communities in the Lower Mainland.

Alderbridge Supportive Housing

In April 2019, the temporary Alderbridge Supportive Housing opened on City-owned land at 6999 Alderbridge Way (previously addressed 7300 Elmbridge Way). The Alderbridge building provides 40 units of housing with 24/7 staffing, access to on-site supports, and referrals to programs delivered by Vancouver Coastal Health and other organizations. The Alderbridge Supportive Housing was developed under BC Housing's Rapid Response to Homelesness Program to respond to the growing number of individuals experiencing homelessness in the community. Without supportive housing some of Richmond's most vulnerable individuals would not have access to a safe, secure and affordable home and would remain homeless thereby impacting their own well-being and often the community with costly services being required to respond to street homelessness.

Previously, at the Closed Council meeting on July 9, 2018, City Council approved a five year lease term for the temporary Alderbridge building and directed staff to identify alternate sites that could accommodate a long-term supportive housing development. Based on the current lease terms, the building is scheduled to close in June 2024.

BC Housing Request

The City has acquired and identified an alternative location to develop a 60-unit permanent supportive housing building at the alternative relocation site. Capital and operating funding for the project has been secured from the Province to develop a 60-unit permanent supportive housing building. BC Housing has requested an approximately three and a half year extension from the expiry of the current ground lease for the Alderbridge Supportive Housing development until December 31, 2027, which would coincide with the opening of the permanent supportive housing building in December 2027.

Lease Terms

If approved by Council, the ground lease for Alderbridge Supportive Housing will be amended to extend the term for approximately three and a half years until December 31, 2027. The extension agreement contains a conditions precedent clause that stipulates the lease extension is contingent upon BC Housing entering an agreement formally committing BC Housing to the provision of capital and operating funding for the development and operation of a permanent supportive housing development on an alternative City-owned relocation site. Once the extension of the ground lease is fully executed between the City and the Provincial Rental Housing Corporation, an appropriate community awareness strategy will be put in place.

The parties under the extended lease will continue to be the City and Provincial Rental Housing Corporation. All terms and conditions of the existing lease will remain unaltered and will apply during the extension period. The terms of the lease if extended will be as follows:

Landlord	City of Richmond (City)
Tenant	Provincial Rental Housing Corporation (PRHC)
Additional Parties	BC Housing Management Commission (BC Housing) (which provides financial assistance for the operating costs of the Improvements, and the programs offered to the residents of the Building)
Premises	Civic address: 6999 Alderbridge Way, Richmond, British Columbia Legal address: PID: 018-994-962 Lot 1 Section 5 Block 4 North Range 6 West New Westminster District Plan LMP19859
Site Area	Approximately 2,536.4 square metres
Extension Term	Approximately 3.5 years
Termination Date	December 31, 2027
Basic Rent (net)	\$10.00 for the entire extension term
Additional Rent and Utilities	Tenant is responsible for all General and Property Taxes and charges for utilities and services.
Permitted Use	Providing up to 40 units of affordable rental housing with support

Basic Rent (net)	\$10.00 for the entire extension term	
Additional Rent and Utilities	Tenant is responsible for all General and Property Taxes and charges for utilities and services.	
Permitted Use	Providing up to 40 units of affordable rental housing with support services for persons experiencing or at risk of homelessness.	
Net Lease	All Basic Rent and Additional Rent required to be paid by the Tenant.	
Operator Agreement	BC Housing has an Operating Agreement with RainCity Housing and Support Society (RainCity Housing) specifying the management of the building and the support services provided to persons experiencing or at risk of homelessness.	
Memorandum of Understanding	An existing Memorandum of Understanding between the City, BC Housing and the operator (RainCity Housing and Support Society) details the management of the Building and the various responsibilities of each of the parties.	
Compliance with Laws	PHRC will comply, at its own expense, with all lawful requirements imposed by every Statutory Authority, or by insurers, including, without limitation, the City of Richmond's Rental Premises Standards of Maintenance Bylaw No. 8159 and the City of Richmond's Unsightly Premises Regulation Bylaw No. 7162. Also, the PHRC will not use, or permit the use of, the Lands or the Improvements for the cultivation or processing of cannabis.	

Precedent	and operating funding for the development and operation of a permanent supportive housing development on an alternative City-owned relocation site.
Early Termination	Tenant has the right to terminate on 90 days notice. City has the right to terminate if material breaches of the lease are not corrected within stipulated time periods.
Indemnity	By Tenant in favour of the City.

Memorandum of Understanding

In 2018, the City, BC Housing and RainCity Housing and Support Society completed a Memorandum of Understanding, which outlined the responsibilities of each partner in the operation of Alderbridge Supportive Housing. The Memorandum of Understanding provides that it will terminate on the date the ground lease is terminated. As such, should the lease be extended, no corresponding amendment to the Memorandum of Understanding is required.

Financial Impact

None.

Conclusion

The City is committed to increasing the supply of a diverse range of affordable housing options for households of different incomes and circumstances in Richmond, including individuals who are experiencing homelessness. The proposed funding from BC Housing presents an opportunity for the City to allow for a seamless transition for tenants of Alderbridge Supportive Housing to permanent supportive housing at an alternative City-owned site.

Staff recommend that Council approve an extension of the current ground lease with the Provincial Rental Housing Corporation (BC Housing) for Alderbridge Supportive Housing, located on City property at 6999 Alderbridge Way for a period of approximately three and a half years from the expiry of the current ground lease on June 19, 2024.

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

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Report to Council

То:	Richmond City Council	Date:	November 3, 2023
From:	John Irving, P.Eng. MPA General Manager, Engineering and Public Works	File:	10-6050-01/2023-Vol 01
	Jerry Chong, CPA, CA General Manager, Finance and Corporate Services		
Re:	2024 Utility Rate Amendment Bylaws		

Staff Recommendation

That each of the following bylaws be introduced and given first, second, and third readings:

- a) Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 10502;
- b) Flood Protection Bylaw No. 10426, Amendment Bylaw No. 10499;
- c) Sanitary Sewer Bylaw No. 10427, Amendment Bylaw No. 10500; and
- d) Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 10501.

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John Irving, P.Eng. MPA General Manager, Engineering and Public Works (604-276-4140)

AX

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

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE		CONCURRENCE OF GENERAL MANAGER
Law		\square	Jh hing
SENIOR STAFF REPORT REVIEW	<i>u</i> .	INITIALS:	APPROVED BY CAO
		CJ	Serer

Staff Report

Origin

At the November 6, 2023 Finance Committee, the following resolutions were endorsed by Committee as part of their consideration of the 2024 Utility Budgets and Rates:

That the 2024 utility budgets, as presented in Option 3 for Water (page 7), Option 3 for Sewer (page 14), Option 3 for Flood Protection (page 25), and Option 2 for Solid Waste and Recycling (page 27), as outlined in the staff report titled, "2024 Utility Budgets and Rates", dated October 4, 2023, from the General Manager, Engineering and Public Works and the General Manager, Finance and Corporate Services, be approved as the basis for establishing the 2024 utility rates and included in the Consolidated 5 Year Financial Plan (2024-2028)

Subject to Council's acceptance of the above Finance Committee recommendation, this report presents the amending bylaws required to bring the utility rates into effect for 2024.

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

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

3.1 Advance proactive, sustainable, and accelerated flood protection in collaboration with other governments and agencies.

3.2 Leverage strategic partnerships and community-based approaches for comprehensive safety services.

3.3 Ensure the community is collectively prepared for emergencies and potential disasters.

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

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

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

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

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

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

4.4 Work with all levels of governments for grant and funding opportunities.

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

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

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

5.2 Support the preservation and enhancement of Richmond's natural environment.

5.3 Encourage waste reduction and sustainable choices in the City and community.

Analysis

The following is a summary of the amendment bylaws proposed to reflect the utility rates for 2024 for each of the Water, Sanitary Sewer, Flood Protection, and Solid Waste and Recycling utilities endorsed by Committee at the November 6, 2023 Finance Committee Meeting, as outlined in the "2024 Utility Budgets and Rates" report, dated October 4, 2023, from the General Manager, Engineering and Public Works and the General Manager, Finance and Corporate Services:

1. Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 10502:

a. Changes to implement the 2024 water rates as outlined in Option 3 of the "2024 Utility Budgets and Rates" report.

2. Flood Protection Bylaw No. 10426, Amendment Bylaw No. 10499:

a. Changes to implement the 2024 flood protection rates as outlined in Option 3 of the "2024 Utility Budgets and Rates" report.

3. Sanitary Sewer Bylaw No. 10427, Amendment Bylaw No. 10500:

a. Changes to implement the 2024 sanitary sewer rates as outlined in Option 3 of the "2024 Utility Budgets and Rates" report.

4. Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 10501:

- a. Changes to implement the 2024 solid waste and recycling rates as outlined in Option 2 of the "2024 Utility Budgets and Rates" report.
- b. Staff note a change due to a summation correction required to the rate for townhouses not on City garbage service identified in the October 4, 2023 report entitled "2024 Utility Budgets and Rates". The rate was identified as \$209.72 for the gross garbage and recycling rate for metered and flat rate townhouse

customers not on City garbage services versus the correct amount of \$220.56. This reflects a total net increase to metered and flat rate customers of 5.1%. This corrected rate is reflected in the rates outlined in Amendment Bylaw 10501 presented with this report.

Financial Impact

The rates outlined in the proposed amending bylaws represent full cost recovery for each respective utility area including infrastructure utility-related Metro Vancouver imposed costs and City operating costs. The impact to ratepayers is outlined in the "2024 Utility Budgets and Rates" report, dated October 4, 2023.

Conclusion

The amending bylaws presented with this report require Council's approval to charge for the various utility services in 2024. These services include the provision of high-quality drinking water for all residents and businesses, sewage conveyance and treatment, flood protection, and solid waste and recycling services.

A strong fiscal management approach is applied towards ensuring that on-going replacement costs are also included in the City's rates, as part of ensuring sound capital investment for infrastructure. This ensures a high level of consistent services for the community. The costs and rates strategy has been developed to manage these competing costs effectively, while balancing the fiscal challenges presented by increases in regional service rates, contract and other non-discretionary cost increases.

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Eric Sparolin, P.Eng. Manager, Engineering Planning (604-247-4915)

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Kristina Nishi Manager, Recycling & Waste Recovery (604-244-1280)

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Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 10502

The Council of the City of Richmond enacts as follows:

- 1. The Waterworks and Water Rates Bylaw No. 5637, as amended, is further amended by deleting Schedules A, B, C, E and G and replacing them with the corresponding schedules attached as Schedule A to this bylaw and forming part thereof.
- 2. This Bylaw is cited as "Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 10502", and is effective January 1, 2024.

FIRST READING	 CITY OF RICHMOND
SECOND READING	 APPROVED for content by originating dept.
THIRD READING	 mg
ADOPTED	 APPROVED for legality by Solicitor

MAYOR

CORPORATE OFFICER

SCHEDULE A TO BYLAW NO. 10502

SCHEDULE "A" to BYLAW NO. 5637

FLAT RATES FOR RESIDENTIAL, AGRICULTURAL, AND INSTITUTIONAL PROPERTIES

A.	Residential dwellings per unit	Annual Fee
	One-Family Dwelling or Two-Family Dwelling	\$921.63
	Townhouse	\$754.42
	Apartment	\$486.16
B.	Stable or Barn per unit	\$185.69
C.	Field Supply – each trough, water receptacle, or tap	\$116.09
D.	Public Schools for each pupil based on registration January 1 st	\$11.00

SCHEDULE "B" TO BYLAW NO. 5637

METERED RATES FOR INDUSTRIAL, COMMERCIAL, INSTITUTIONAL, MULTI-FAMILY, STRATA-TITLED AND FARM PROPERTIES

1. RATES

Consumption per cubic metre:	\$1.7356
Minimum charge in any 3-month period (not applicable to Farms)	\$114.00

2. WATER METER FIXED CHARGE

Fixed charge per water meter for each 3-month period:

Meter Size	Fixed Charge
16 mm to 25 mm (inclusive)	\$15
32 mm to 50 mm (inclusive)	\$30
75 mm	\$110
100 mm	\$150
150 mm	\$300
200 mm and larger	\$500

3. FEE FOR AN INACCESSIBLE METER AS SET OUT IN SECTION 7

Per quarter that the meter is inaccessible (not to be pro-rated) \$215

SCHEDULE "C" TO BYLAW NO. 5637

METERED RATES FOR ONE-FAMILY DWELLING AND TWO-FAMILY DWELLING

1. RATES

Consumption per cubic metre:

\$1.7356

2. WATER METER FIXED CHARGE

Fixed charge per water meter for each 3-month period:

Meter Size	Fixed Charge
16 mm to 25 mm (inclusive)	\$12
32 mm to 50 mm (inclusive)	\$14
75 mm	\$110
100 mm	\$150
150 mm	\$300
200 mm and larger	\$500

3. FEE FOR AN INACCESSIBLE METER AS SET OUT IN SECTION 7

Per quarter that the meter is inaccessible (not to be pro-rated) \$215

SCHEDULE "E" to BYLAW 5637

CONSTRUCTION PERIOD WATER CONSUMPTION RATES – RESIDENTIAL

MONTH (2024)	ONE-FAMILY DWELLINGS & EACH UNIT IN A TWO-FAMILY DWELLING (rate per unit)	START BILL YEAR	MULTI- FAMILY LESS THAN 4 STOREYS (rate per unit)	START BILL YEAR	MULTI- FAMILY 4 STOREYS OR MORE (rate per unit)	START BILL YEAR
January	\$922	2025	\$754	2025	\$1,017	2026
February	\$845	2025	\$1,515	2026	\$976	2026
March	\$768	2025	\$1,452	2026	\$936	2026
April	\$691	2025	\$1,389	2026	\$895	2026
May	\$614	2025	\$1,326	2026	\$855	2026
June	\$538	2025	\$1,263	2026	\$814	2026
July	\$461	2025	\$1,200	2026	\$773	2026
August	\$1,390	2026	\$1,137	2026	\$1,312	2027
September	\$1,313	2026	\$1,075	2026	\$1,271	2027
October	\$1,236	2026	\$1,012	2026	\$1,231	2027
November	\$1,159	2026	\$949	2026	\$1,190	2027
December	\$1,082	2026	\$886	2026	\$1,150	2027

CONSTRUCTION PERIOD WATER CONSUMPTION RATES – COMMERCIAL AND INDUSTRIAL

Water Connection Size	Consumption Charge
20mm (3/4") diameter	\$170
25mm (1") diameter	\$325
40mm (1 ¹ / ₂ ") diameter	\$805
50mm (2") diameter and larger	\$1,990

SCHEDULE "G" to BYLAW 5637

RATES FOR VANCOUVER INTERNATIONAL AIRPORT AUTHORITY (YVR)

Applicable rate is \$1.3742 per cubic meter of water consumed, plus the following amounts:

- YVR's share of future water infrastructure capital replacement calculated at \$0.3372 per m³;
- 50% of the actual cost of operations and maintenance activities on water infrastructure shared by the **City** and YVR, as shown outlined in red on the plan attached as Schedule H;
- 100% of the actual cost of operations and maintenance activities on water infrastructure serving only YVR, as shown outlined in red on the plan attached as Schedule H; and
- 76 m³ of water per annum at a rate of \$1.3742 per cubic meter for water used annually for testing and flushing of the tank cooling system at Storage Tank Farm TF2 (in lieu of metering the 200 mm diameter water connection to this facility).

(Note: water infrastructure includes water mains, pressure reducing valve stations, valves, hydrants, sponge vaults and appurtenances)





Flood Protection Bylaw No. 10426, Amendment Bylaw No. 10499

The Council of the City of Richmond enacts as follows:

- 1. The Flood Protection Bylaw No. 10426, as amended, is further amended by deleting Schedule B and replacing it with the schedule attached as Schedule A to this bylaw and forming part thereof.
- 2. This Bylaw is cited as **"Flood Protection Bylaw No. 10426, Amendment Bylaw No. 10499"**, and is effective January 1, 2024.

FIRST READING	
SECOND READING	
THIRD READING	
ADOPTED	

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

CITY OF

MAYOR

CORPORATE OFFICER

SCHEDULE A TO BYLAW NO. 10499

SCHEDULE B to BYLAW NO. 10426

FLOOD PROTECTION USER FEES

Residential Dwellings (per dwelling unit) (a) **One-Family Dwelling or Two-Family Dwelling** \$299.90 (i) **Multiple-Family Dwellings** \$216.23 (ii) \$299.90 Agricultural properties (b) \$299.90 (c) Stratified industrial, commercial and institutional properties (per strata lot) (d) Non-stratified industrial, commercial and institutional properties \$299.90 with lot areas less than 800 m² Non-stratified industrial, commercial and institutional properties \$600.76 (e) with lot areas between 800 m^2 and 2,000 m^2 Non-stratified industrial, commercial and institutional properties \$1,101.72 (f) with lot areas between 2,000 m^2 and 10,000 m^2 Non-stratified industrial, commercial and institutional properties \$3,148.42 (g) with lot areas between 10,000 m^2 and 20,000 m^2 Non-stratified industrial, commercial and institutional properties \$6,698.62 (h) with lot areas between 20,000 m^2 and 50,000 m^2 Non-stratified industrial, commercial and institutional properties (i) \$9,213.78 with lot areas between 50,000 m^2 and 100,000 m^2 Non-stratified industrial, commercial and institutional properties (j) \$13,489.93 with lot areas between 100,00 m^2 and 500,000 m^2 (k) Non-stratified industrial, commercial and institutional properties \$20,116.78 with lot areas greater than $500,000 \text{ m}^2$

Annual Fee



Sanitary Sewer Bylaw No. 10427, Amendment Bylaw No. 10500

The Council of the City of Richmond enacts as follows:

- 1. The **Sanitary Sewer Bylaw No. 10427**, as amended, is further amended by deleting Schedule B and replacing it with the schedule attached as Schedule A to this bylaw and forming part thereof.
- 2. This Bylaw is cited as "Sanitary Sewer Bylaw No. 10427, Amendment Bylaw No. 10500", and is effective January 1, 2024.

FIRST READING	 CITY OF RICHMOND
SECOND READING	 APPROVED for content by originating dept.
THIRD READING	тg
ADOPTED	 APPROVED for legality by Solicitor
	K

MAYOR

CORPORATE OFFICER

SCHEDULE A TO BYLAW NO. 10500

SCHEDULE B to BYLAW NO. 10427

SANITARY SEWER USER FEES

1. FLAT RATES FOR NON-METERED PROPERTIES

1 6.7		Annual User Fee
(a)	Residential Dwellings (per dwelling unit)	
	(i) One-Family Dwelling or Two-Family Dwelling	\$787.92
	(ii) Townhouses	\$720.92
	(iii) Apartments	\$600.42
(b)	Public School (per classroom)	\$541.82
(c)	Shops and Offices (per unit)	\$641.60
RA	TES FOR METERED PROPERTIES	User Rate

Calculated as rate per cubic metre (m³) of water delivered to the property: \$1.9218

3. MINIMUM USER FEE FOR COMMERCIAL, INDUSTRIAL, INSTITUTIONAL, AND AGRICULTURAL

Minimum charge in any quarter of a year:

\$ 86.00

4. **CONSTRUCTION PERIOD USER FEE (per dwelling unit** per month)

Month (2024)	One-Family Dwellings & Each Unit in a Two- Family Dwelling (fee per dwelling unit)	Start Bill Year	Multi-Family Dwelling Less than 4 Storeys (fee per dwelling unit)	Start Bill Year	Multi-Family Dwelling 4 Storeys or More (fee per dwelling unit)	Start Bill Year
January	\$788	2025	\$721	2025	\$1,266	2026
February	\$722	2025	\$1,460	2026	\$1,216	2026
March	\$657	2025	\$1,400	2026	\$1,166	2026
April	\$591	2025	\$1,340	2026	\$1,116	2026
May	\$525	2025	\$1,280	2026	\$1,066	2026
June	\$460	2025	\$1,219	2026	\$1,016	2026
July	\$394	2025	\$1,159	2026	\$966	2026
August	\$1,201	2026	\$1,099	2026	\$1,653	2027
September	\$1,136	2026	\$1,039	2026	\$1,603	2027
October	\$1,070	2026	\$979	2026	\$1,553	2027
November	\$1,004	2026	\$919	2026	\$1,503	2027
December	\$939	2026	\$859	2026	\$1,453	2027

2.



Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 10501

The Council of the City of Richmond enacts as follows:

- 1. The Solid Waste and Recycling Regulation Bylaw No. 6803, as amended, is further amended by deleting Schedules A through D and replacing them with the corresponding schedules attached as Schedule A to this bylaw and forming part thereof.
- 2. This Bylaw is cited as "Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 10501", and is effective January 1, 2024.

FIRST READING	CITY OF RICHMOND
SECOND READING	APPROVED for content by originating dept.
THIRD READING	<u> </u>
ADOPTED	APPROVED for legality by Solicitor

MAYOR

CORPORATE OFFICER

SCHEDULE A TO BYLAW NO. 10501

BYLAW YEAR: 2024

SCHEDULE A to BYLAW NO. 6803

FEES FOR CITY GARBAGE COLLECTION SERVICE	
Annual City garbage collection service fee for each unit in a single-family	
dwelling, each unit in a duplex dwelling, and each unit in a townhouse	
development: 80L container	\$ 85.56
Annual City garbage collection service fee for each unit in a townhouse	
development with weekly collection service: 80L container	\$ 102.67
Annual City garbage collection service fee for each unit in a single-family	
dwelling, each unit in a duplex dwelling, and each unit in a townhouse	
development: 120L container	\$ 115.83
Annual City garbage collection service fee for each unit in a townhouse	
development with weekly collection service: 120L container	\$ 139.00
Annual City garbage collection service fee for each unit in a single-family	
dwelling, each unit in a duplex dwelling, and each unit in a townhouse	
development: 240L container	\$ 146.67
Annual City garbage collection service fee for each unit in a townhouse	
development with weekly collection service: 240L container	\$ 176.00
Annual City garbage collection service fee for each unit in a single-family	
dwelling, each unit in a duplex dwelling, and each unit in a townhouse	
development: 360L container	\$ 275.56
Annual City garbage collection service fee for each unit in a townhouse	
development with weekly collection service: 360L container	\$ 330.67
Annual City garbage collection service fee for each unit in a multi-family	
dwelling	
- Weekly service	\$ 53.89
- Twice per week service	\$ 94.44
Optional Monthly City garbage collection service fee for Commercial customers	
- Weekly service	\$ 79.82
- Cost per additional cart	\$ 43.74
Optional Monthly City garbage collection service fee for Commercial customers	
- Twice weekly service	\$ 135.78
- Cost per additional cart	\$ 61.77
Fee for garbage cart replacement	\$ 25.00
Fee for each excess garbage container tag	\$ 2.00
Large Item Pick Up fee	\$ 22.78
Non-compliant large item collection fee	\$ 75.00

SCHEDULE B to BYLAW NO. 6803

FEES FOR CITY RECYCLING SERVICE		
Annual City recycling service fee:		
(a) For residential properties, which receive blue box service (per unit)	\$	77.00
(b) For multi-family dwellings or townhouse developments which receive centralized		
collection service (per unit)	\$	61.56
Annual City recycling service fee:		
(a) For yard and garden trimmings and food waste from single-family dwellings and from		
each unit in a duplex dwelling (per unit)	\$	183.56
(b) For yard and garden trimmings and food waste from townhome dwellings that receive		
City garbage or blue box service (per unit)	\$	74.44
(c) For yard and garden trimmings and food waste from multi-family dwellings		
- Weekly Service	\$	56.67
- Twice per week service	\$	76.94
Cardboard bin recycling service for multi-family dwellings, collected once every 2 weeks	\$	70.00/bin/month
Cardboard bin recycling service for multi-family dwellings, collected weekly	\$	80.00/bin/month
Fee for yard/food waste cart replacement	\$	25.00
Annual City recycling service fee for non-residential properties	\$	7.84
Optional Monthly City organics collection service fee for Commercial customers		
- Weekly service	\$	75.78
- Cost per additional cart	\$	33.50
Optional Monthly City organics collection service fee for Commercial customers		
- Twice weekly service	\$	104.50
- Cost per additional cart	\$	63.75
City recycling service fee for the Recycling Depot:		
	\$25	5.00 per cubic yard
		for the second and
	eac	h subsequent cubic
(a) (i) for yard and garden trimmings from residential properties		yard
(11) for recyclable material from residential properties		- 00 1 1
(b) For yard and garden trimmings from non-residential properties	\$2:	5.00 per cubic yard
(c) For recycling materials from non-residential properties	3	0.00
(d) For upholstered furniture from residential properties	6	0.00
(1) office/dining chair, ottoman, bench		0.00
(11) arm chair, loveseat, couch, recliner, chaise		0.00
(11) sectional, soladed, recliming loveseal/couch, massage chair	3	0.00
(c) For upholstered furniture from non-residential properties	¢	20.00
(i) omice/unning chair, outoman, bench	\$ \$	20.00
(ii) anii chaii, loveseal, couch, lechilet, chaise (iii) sectional sofabed reclining loveseat/couch massage chair	¢	50.00
(m) sectional, solabed, rechning lovesear couch, massage chair	L Ŷ	50.00

SCHEDULE C to BYLAW NO. 6803

FEES FOR CITY LITTER COLLECTION SERVIC	CE	
Annual City litter collection service fee for both residential properties and non-		
	\$	46.33

Schedule A to Bylaw No. 10501

SCHEDULE D TO BYLAW 6803

				NEW RES	IDENTIAL PRC	PERTY PAYMEN	IT FEE SCHEDU	ILE	
		GARBAGE,	RECYCLING &	LITTER COLI	LECTION FEE	RECYCLING & I	LITTER COLLE	CTION FEE PE	R STRATA LOT
		Single-Fami & Each Unit Dwe	ily Dwellings t in a Duplex lling	Townhouse	Development	Townhouse D	evelopment	Multi-Famil	y Development
Month in Current Yea in which Building Permit is Issued	L,	Prorated Fee Per Unit	Year in which Annual Fee Commences	Prorated Fee Per Unit	Year in which Annual Fee Commences	Prorated Fee Per Unit	Year in which Annual Fee Commences	Prorated Fee Per Unit	Year in which Annual Fee Commences
January	2024	\$ 214	2025	، ج	2025	' S	2025	\$ 76	2026
February	2024	\$ 179	2025	\$ 283	2026	\$ 166	2026	\$ 63	2026
March	2024	\$ 143	2025	\$ 257	2026	\$ 151	2026	\$ 50	2026
April	2024	\$ 107	2025	\$ 232	2026	\$ 136	2026	\$ 38	2026
May	2024	\$ 71	2025	\$ 206	2026	\$ 121	2026	\$ 25	2026
June	2024	\$ 36	2025	\$ 180	2026	\$ 106	2026	\$ 13	2026
July	2024	-	2025	\$ 154	2026	\$ 91	2026	-	2026
August	2024	\$ 401	2026	\$ 129	2026	\$ 76	2026	\$ 141	2027
September	2024	\$ 364	2026	\$ 103	2026	\$ 61	2026	\$ 128	2027
October	2024	\$ - 328	2026	\$ 77	2026	\$ 45	2026	\$ 116	2027
November	2024	\$ 292	2026	\$ 51	2026	\$ 30	2026	\$ 103	2027
December	2024	\$ 255	2026	\$ 26	2026	\$ 15	2026	\$ 90	2027

7419710



Bylaw 10486

Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10486

The Council of the City of Richmond enacts as follows:

- 1. The Consolidated Fees Bylaw No. 8636, as amended, is further amended:
 - a) by deleting, in their entirety, the schedules attached to Bylaw No. 8636, as amended, and substituting the schedules attached to and forming part of this Bylaw.
- 2. This Bylaw comes into force and effect on January 1, 2024.
- 3. This Bylaw is cited as "Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10486".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

001		U	2023	
OCT	1	0	2023	
OCT	1	0	2023	

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

Description	Fee
Cat breeding permit for three years	\$47.25

Animal Control Regulation Bylaw No. 7932 Impoundment Fees

Section 8

Description	Fee
1st time in any calendar year	
Neutered male or spayed female dog	\$54.00
Non-neutered male or unspayed female dog	\$162.00
Dangerous Dog*	\$662.00
2nd time in any calendar year	
Neutered male or spayed female dog	\$107.00
Non-neutered male or unspayed female dog	\$335.00
Dangerous Dog*	\$1,314.00
3rd time and subsequent times in any calendar year	
Neutered male or spayed female dog	\$335.00
Non-neutered male or unspayed female dog	\$662.00
Dangerous Dog*	\$1,314.00
Bird	\$8.25
Domestic farm animal	\$80.25
Impoundment fee also subject to transportation costs	
Other animal	\$40.50
Impoundment fee also subject to transportation costs	

*Subject always to the power set out in Section 8.3.12 of Animal Control Regulation Bylaw No. 7932 to apply for an order that a dog be destroyed.

Note: In addition to the fees payable above (if applicable), a licence fee will be charged where a dog is not currently licenced.

Animal Control Regulation Bylaw No. 7932 Maintenance Fees Section 8

Description	Fee
Dog	\$17.50
Dog	\$17.50
	\$5.25
Bird	\$40.50
Domestic farm animal	φ 1 0.50
Other animal	\$14.23

Note: For all of the Animal Control Regulation Maintenance Fees, a charge is issued for each day or portion of the day per animal.

SCHEDULE - ARCHIVES AND RECORDS

Archives and Records Image Reproduction Fees

Description	Fee	Units
<u>Copying Records</u> 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.		
Photocopying and printing (First 4 pages free)	\$0.35 \$0.50	per b+w page per colour page
Scanned electronic copy of a paper record	\$0.50	per b+w or colour page
Digitization of audio recording	\$11.75	per audio file
Photograph Reproductions Scanned image (each)	\$21.25	

Archives and Records Preliminary Site Investigation

Description	Fee
A stive Records Check Survey (per civic address searched)	\$268.00
Active Records Check Survey (per civic address searched)	

Archives Mail Orders

Description	Fee	
Mail orders	\$8.25	

Archives Research Service Fee

Description	Fee	Unit
Commercial Research Service Fee	\$53.00	per hour

Note: Rush orders available at additional cost; discounts on reproduction fees available to students, seniors, and members of the Friends of the Richmond Archives.

Archives Tax Searches Fees

Description	Fee
Tax Searches and Printing of Tax Records	
Searches ranging from 1 to 5 years	\$34.75
Each year greater than 5 years	\$8.25

SCHEDULE - BILLING AND RECEIVABLES

Billing and Receivables Receivables Fees

Description	Fee
Administrative charges for cost recovery billings undertaken for arm's	(20% of actual cost)
length third parties	
Non-Sufficient Fund (NSF) charges	\$40.00

SCHEDULE - BOARD OF VARIANCE

Board of Variance Bylaw No. 9259

Application Fees

Section 3.1.2(c), 3.2.3

Description	Fee	
Application for order under section 540 of Local Government Act	\$760.00	
[Variance or exemption to relieve hardship]		
Application for order under section 543 of Local Government Act	A = (0,00	
[Exemption to relieve hardship from early termination of land use	\$760.00	
contract]		
Application for order under section 544 of Local Government Act	\$760.00	
[Extent of damage preventing reconstruction as non-conforming use]		
Fee for notice of new hearing due to adjournment by applicant	\$180.00	
Pourd of Variance Meeting Notices- Board of Variance Applications	\$1.75 per address	
Duald of variance informing fromees Doard of variance representation	identified	
(Section 3.1.6(a))	Idontitico	

SCHEDULE - BOULEVARD AND ROADWAY PROTECTION AND REGULATION

Boulevard and Roadway Protection and Regulation Bylaw No. 6366 Inspection Charges

Section 12 (b), 14

Description	Fee
Additions & Accessory Buildings Single or Two Family Dwellings	\$202.00
Move-Offs: Single or Two Family Dwelling Construction	\$202.00
Combined Demolition & Single or Two Family Dwelling Construction	\$202.00
Commercial; Industrial; Multi-Family; Institutional; Government	\$268.00
Construction	
Combined Demolition & Commercial; Industrial; Multi-family;	\$268.00
Institutional or Government Construction	
Each Additional Inspection as Required	\$101.00

SCHEDULE - BUILDING REGULATION

Building Regulation Bylaw No. 7230 Plan Processing Fees Section 5.4

Description	Fee
For a new one family dwelling	\$728.00
For other than a new one family dwelling (a)	\$83.75
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	
-whichever is greater of (a) or (b)	
For a sewage holding tank	\$172.00

Building Regulation Bylaw No. 7230

Building Permit Fees for those buildings referred to in Subsection 5.13.6 Sections 5.2, 5.5, 5.6, 7.2

Description		Fee
Nil to \$1,000.00 (minimum fee)		\$94.25 \$94.25
Exceeding \$1,000.00 up to \$100,000.00 *ner \$1.000.00 of construction value or fraction	*Plus	\$15.25
of construction exceeding \$1,000.00 Exceeding \$100,000.00 to \$300,000.00 **per \$1,000.00 of construction value or fraction	**Plus	\$1,604.00 \$13.00
of construction exceeding \$100,000.00 Exceeding \$300,000.00 ***per \$1,000.00 of construction value or fraction	***Plus	\$4,204.00 \$10.25

Note: The building permit fee is doubled where construction commenced before the building inspector issued a building permit.

Building Regulation Bylaw No. 7230 Building Permit Fees for all Other Building Types

Sections 5.5, 5.9, 5.11, 5.14, 7.2, 11.1, 12.7, 12.9, 12.10

Description	Fee
Nil to \$1,000,00 (minimum fee)	\$94.25
$\sum_{i=1}^{n} \frac{1}{2} \sum_{i=1}^{n} \frac{1}{2} \sum_{i$	\$94.25
Exceeding \$1,000.00 up to \$100,000.00 *Plus	\$15.75
*per \$1,000.00 of construction value or fraction "Fius	φ15.75
of construction exceeding \$1,000.00	A1 (50 50
Exceeding \$100,000.00 up to \$300,000.00	\$1,653.50
**per \$1,000.00 of construction value or fraction **Plus	\$13.25
of construction exceeding \$100,000.00	#1 202 50
Exceeding \$300,000.00	\$4,303.50
***per \$1,000.00 of construction value or fraction ***Plus	\$10.50
of construction exceeding \$300,000.00	

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	\$1,390.00	per m ²
(ii) new construction of second storey	\$1,283.00	per m ²
(iii) garage	\$713.00	per m ²
(iv) decks or porches	\$588.00	per m ²
(v) interior finishing on existing buildings	\$659.00	per m ²
(vi) additions	\$1,390.00	per m ²

Building Regulation Bylaw No. 7230

Building Permit Fees for all Other Building Types (cont.)

Sections 5.5, 5.9, 5.11, 5.14, 7.2, 11.1, 12.7, 12.9, 12.10

Description	Fee
Design Modification Fee	
Dunuing Design Mountation recent	\$151.00
Philding Downit Fee for Temporary Building for Occupancy	\$662.00
Building Feinint Fee for Temporary Dunding for Occupancy	
<u>Ke-inspection recs</u>	\$101.00
(a) for the fauth inspection	\$139.00
(b) for the fourth inspection	\$268.00
(c) for the fifth inspection	4
Note: The fee for each subsequent inspection after the fifth inspection will be double the co of each immediately previous inspection	ost
Special Inspection Fees:	
(a) during the City's normal business hours	\$151.00
(b) outside the City's normal business hours	\$582.00
*for each hour or part thereof after the first *Plu	us \$151.00
four hours	
Building Permit Transfer or Assignment Fee	(a) \$83.75
or (b) a fee of 10% to the nearest dollar of the original	
building permit fee	
- whichever is greater of (a) or (b)	
Building Permit Extension Fee	(a) \$83.75
or (b) a fee of 10% to the nearest dollar of the original	
building permit fee	
- whichever is greater of (a) or (b)	umme
Building Move Inspection Fee:	
(a) within the City boundaries	\$151.00
(b) outside the City boundaries when travel is by City vehicle	\$151.00
** per km travelled **Pl	us \$4.25

Note: Where the building inspector is required to use overnight accommodation, aircraft or ferry transportation in order to make a building move inspection, the actual costs of accommodation, meals and transportation are payable in addition to other applicable fees including salary cost greater than 1 hour.

Building Regulation Bylaw No. 7230

Building Permit Fees for all Other Building Types (cont.)

Sections 5.5, 5.9, 5.11, 5.14, 7.2, 11.1, 12.7, 12.9, 12.10

Description	Fee
Provisional Occupancy Inspection Fee (per building permit inspection visit)	\$335.00
Provisional Occupancy Notice Extension Fee	\$530.00
Building Demolition Inspection Fee for each building over 50 m ² in floor area	\$522.00
Sowage Holding Tank Permit Fee	\$335.00
Sewage Holding Tank Former to	
$\underline{Ose of Equivalents}$	\$725.00
(a) each report containing a maximum of two separate equivalents	\$300.00
(b) for each equivalent greater than two contained in the same report	\$151.00
(c) for an amendment to an original report after the acceptance or rejection	\$151.00
of the report	\$2.591.00
(d) for Air Space Parcels (treating buildings as one building)	\$2,581.00

Building Regulation Bylaw No. 7230

Gas Permit Fees

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.9, 12.10

Description		Fee	Units
Domestic Installation – one family dwelling	(a)	\$83.75	
- whichever is greater (a) or (b)	(b)	\$31.50	per
Domestic/Commercial/Industrial Installations - two family			appliance
dwellings, multiple unit residential buildings, including townho	use		
units)			
(a) appliance input up to 29 kW		\$83.75	
(b) appliance input exceeding 29 kW		\$139.00	
Special Inspection Fees:			
(a) during the City's normal business hours		\$151.00	
(b) outside the City's normal business hours		\$582.00	
*for each hour or part thereof after the first four hours *F	lus	\$151.00	
Building Regulation Bylaw No. 7230 Gas Permit Fees (cont.)

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.9, 12.10

Description	Fee
Re-Inspection Fee:	
(a) for the third inspection	\$101.00
(b) for the fourth inspection	\$139.00
(c) for the fifth inspection	\$268.00
Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection	
For a vent and/or gas valve or furnace plenum (no appliance)	\$83.75
Piping alteration – for existing appliances	
First 30 metres of piping	\$83.75
Each additional 30 metres or part thereof	\$31.50
Gas permit transfer or assignment fee (a	a) \$83.75
or (b) a fee of 10% to the nearest dollar of the original	
gas permit fee	
- whichever is greater of (a) or (b)	
Gas permit extension fee (a	() \$83.75
or (b) a fee of 10% to the nearest dollar of the original	
gas permit fee	
- whichever is greater of (a) or (b)	

Building Regulation Bylaw No. 7230

Plumbing Permit Fees

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.5, 12.7, 12.9, 12.10

Description	Fee	Units
Plumbing		
(a) installation of each plumbing fixture	\$31.50	
(h) minimum plumbing fee	\$83.75	
(c) connection of City water supply to any hydraulic equipment	\$83.75	
Sprinkler & Standnines		
(a) installation of any sprinkler system	\$83.75	
*Plus	\$4.75	
(b) installation of each hydrant standning hose station. (c)	\$83.75	
hose value or hose cabinet used for fire fighting (d)	\$31.50	per item
whichever is greater of (c) or (d)		

Building Regulation Bylaw No. 7230 Plumbing Permit Fees (cont.)

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.5, 12.7, 12.9, 12.10

Description	Fee	Units
Water Service		
(a) for the first 30 metres of water supply service pipe to a	\$83.75	
building or structure		
(b) for each additional 30 metres of water supply service pipe	\$31.50	
to a building and structure		
Sanitary & Storm Sewers: Building Drains & Water Distribution		
(a) for the first 30 metres of a sanitary sewer, and/or	\$83.75	
storm sewer, and/or building drain, or part thereof	\$21.50	
(b) for each additional 30 metres of a sanitary sewer, and/or	\$31.50	
storm sewer, and/or building drain, or part thereof		
(c) for the first 30 metres of a rough-in installation for a water	\$83.75	
distribution system in a multiple unit non-residential		
building for future occupancy, or part thereof	\$21.50	
(d) for each additional 30 metres of a rough-in installation for a	\$31.50	
water distribution system in a multiple unit non-residential		
building for future occupancy, or part thereof	\$83.75	
(e) for the installation of any neutralizing tank, catch basin, (1)	\$31.50	ner item
sump, or manhole (g)	\$51.50	per nom
- whichever is greater of (f) or (g)		
Special Inspections	\$151.00	
(a) during the City's normal business hours	\$582.00	
(b) outside the City's normal business hours of each nour *Plus	\$151.00	
*for part thereof exceeding the first jour nours 1103	φ101.00	
Design Modification Fees	\$151.00	per hour
Plan review	ψ151.00	per se se
Service and Sanitary & Storm Sewers: Ruilding Drains &		
Watar Distributions		

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
Plumbing Re-Inspection Fee	
(a) for the third inspection	\$101.00
(a) for the fourth inspection	\$139.00
(c) for the fifth inspection	\$268.00
Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection	
Plumbing Permit Transfer or Assignment Fee (a)	\$83.75
or (b) a fee of 10% to the nearest dollar of the original	
nlumbing permit fee	
whichever is greater of (a) or (b)	
Dismission Fee (a)	\$83.75
Prunibility remains the regress the definition of the original (f)	
or (b) a jee of 10% to the nearest dottal of the original	
plumbing permit jee	
- whichever is greater of (a) or (b)	\$172.00
Provisional Plumbing Compliance Inspection Fee (per permit visit)	\$172.00
Provisional Plumbing Compliance Notice Extension Fee	\$268.00
Potable Water Backflow Preventer Test Report Decal	\$27.50

SCHEDULE – BUSINESS LICENCE

Business Licence Bylaw No. 7360 Assembly Use Group 1

Group 1 – Business Licence Fee Assessed by Total Floor Area		
Except Food Caterers which are assessed a fee in accordance with Group 3		
Square Metres (m ²)	(Square Feet) (ft ²)	Fee
0.0 to 93.0	(0 to 1,000)	\$195.00
93.1 to 232.5	(1,001 to 2,500)	\$294.00
232.6 to 465.0	(2,501 to 5,000)	\$505.00
465.1 to 930.0	(5.001 to 10,000)	\$802.00
930 1 to 1 860 1	(10.001 to 20.000)	\$1,419.00
1 860 2 to 2 790 1	(20,001 to 30,000)	\$2,030.00
2,700,2 to $2,790,1$	(30,001 to 40,000)	\$2,647.00
2,790.2 to $3,720.2$	(40,001 to 50,000)	\$3,254.00
4,650,2 to 5,580,3	(50,001 to 50,000)	\$3,870.00
4,030.3 to 5,380.3	(60,001 to 00,000)	\$4.387.00
5,580.4 and over		\$403.00
Food Primary Liquor Licence F		\$03.75
Mobile Vendors (Food) Fee (pe	er vehicle)	\$93.75

Business Licence Bylaw No. 7360 Assembly Use Group 2

Group $Z = Dusiness Elective recriseesed by$	Foo
Seats	Tee
0 to 30	\$607.00
31 to 60	\$1,204.00
61 to 90	\$1,805.00
01 to 120	\$2,407.00
121 to 150	\$3,000.00
151 to 180	\$3,600.00
191 to 210	\$4,195.00
181 to 210	\$4,387.00

Group 3 – Business Licence Fee Assessed by Number of Employees (including owners)*		
Employees	Fee	
	\$158.00	
	\$262.00	
6 to 10	\$375.00	
11 to 15	\$556.00	
16 to 25	\$802.00	
26 to 50	¢1 152 00	
51 to 100	\$1,130.00 \$1,621.00	
101 to 200	\$1,031.00	
201 to 500	\$2,352.00	
501 to 1.000	\$3,551.00	
1.001 and over	\$4,387.00	

*For the purpose of assessing a licence fee, two part-time employees are counted as one full-time employee.

Business Licence Bylaw No. 7360 Adult Orientated Uses

Description	Fee
A dult entertainment establishment licence	\$4,387.00
Cogino	\$6,937.00
Casilio	
Body-Painting Studio	\$4 387.00
Studio licence	\$158.00
Each body-painting employee	\$156.00
Body-Rub Studio	¢4.207.00
Studio licence	\$4,387.00
Each body-rub employee	\$158.00
Escort Service	
Escort service licence	\$4,387.00
Each escort employee	\$158.00

Business Licence Bylaw No. 7360 Bed & Breakfast Use

Description	Fee
Description	¢100.00
Pod & Breakfast Business License	\$189.00
DEU & DICAMASI DUSITIOS DICCISC	

Description	Fee
Description	¢150.00
Farmer's market licence	\$158.00

Business Licence Bylaw No. 7360 Industrial/Manufacturing Use

Industrial/Manufacturing Use – Business Licence Fee assessed by	Number of Employees
(including owners)	Fee
Employees	\$120.00
0 to 5	\$189.00
6 to 10	\$309.00
11 to 15	\$429.00
16 to 25	\$607.00
	\$851.00
26 to 50	\$1 204 00
51 to 100	\$1,204.00
101 to 200	\$1,685.00
201 to 500	\$2,399.00
	\$3,594.00
501 to 1,000	\$4 387 00
1,001 and over	φ-,387.00

*For the purpose of assessing a licence fee, two part-time employees are counted as one full-time employee.

Business Licence Bylaw No. 7360 Licence Transfers, Changes and Reprints

Description	Fee
Requests for comfort letters (per address/business)	\$85.00
Transferring a licence from one person to another, or for issuing a	\$54.25
new licence because of a change in information on the face of such	
licence except a change between licence categories or subcategories	
Changing the category or subcategory of a licence (a)	\$54.25
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)	
Licence reprint	\$14.00

Morcantile Use - Business Licence Fee Assessed by Total Floor Area		
Typer cantile Use - Busiless Electice 1	Fee	
Square Metres (m ²)	(Square reet) (it)	#150.00
0.0 to 93.0	(0 to 1,000)	\$158.00
93.1 to 232.5	(1,001 to 2,500)	\$248.00
232.6 to 465.0	(2.501 to 5.000)	\$453.00
465 1 to 020 0	(5,001 to 10,000)	\$758.00
403.1 10 930.0	$(10,001,t_0,000)$	\$1 370 00
930.1 to 1,860.1	(10,001 to 20,000)	\$1,570.00
1.860.2 to 2.790.1	(20,001 to 30,000)	\$1,988.00
2 790 2 to 3 720 2	(30,001 to 40,000)	\$2,594.00
2,720.2 to $4,650.2$	(40.001 to 50.000)	\$3,204.00
A (50 2 4) 5 580 2	(50,001,to,60,000)	\$3,818.00
4,650.3 to 5,580.3		\$4,297,00
5,580.4 and over	(60,001 and over)	\$4,387.00

Business Licence Bylaw No. 7360 Off-Leash Permits

Description		Fee
Description	and a second descently the data and a	¢126.00
Annual permit		\$130.00

Business Licence Bylaw No. 7360 Residential Use

Residential Use – Business Licence Fee Assessed by Number of Rental Units		
Unite	Fee	
	\$189.00	
0 to 5	\$289.00	
6 to 10	\$209.00	
11 to 25	5400.00	
26 to 50	\$791.00	
51 to 100	\$1,389.00	
101 to 200	\$1,987.00	
	\$2,586.00	
201 to 300	\$2,180,00	
301 to 400	\$3,180.00	
401 to 500	\$3,771.00	
501 and over	\$4,387.00	

Business Licence Bylaw No. 7360 Service Use

Service Use - Business Licence Fee Assessed by Number of Employees (including owners)*		
	Fee	
Employees	\$158.00	
0 to 5	\$158.00	
6 to 10	\$269.00	
	\$392.00	
	\$575.00	
16 to 25	\$975.00	
26 to 50	\$820.00	
51 to 100	\$1,189.00	
51 10 100	\$1,667.00	
101 to 200	\$1,007.00	
201 to 500	\$2,413.00	
501 to 1 000	\$3,630.00	
	\$4 387 00	
1,001 and over	ψ-,507.00	

*For the purpose of assessing a licence fee, two part-time employees are counted as one full-time employee.

Business Licence Bylaw No. 7360 Short Term Roarding and Lodging Use

Short Term Boarding and Louging Use	7
Description	Fee
Short Term Boarding and Lodging Business Licence	\$158.00

Business Licence Bylaw No. 7360 Vehicle for Hire Businesses

Description	Fee
Vehicle for Hire Business Fee Each vehicle for hire applicant must pay (1) and (2)*: (1) Vehicle for hire office fee (2) Per vehicle licence fee* based on the number of vehicles CLASS "A" Taxicab CLASS "B" Limousine CLASS "C" Sightseeing Taxicab CLASS "D" Airport Taxicab CLASS "E" Private Bus CLASS "I" Charter Minibus CLASS "J" Rental Vehicle Group 1 Group 2 CLASS "M" Tow-Truck CLASS "N" Taxicab for Persons with Disabilities	\$158.00 \$147.00 \$93.75 \$147.00 \$147.00 \$147.00 \$147.00 \$147.00 \$93.75 \$70.50 \$147.00 \$147.00 \$147.00 \$147.00
*Notwithstanding the per-vehicle licence fees stipulated in Section 2, the maximum licence fee for any Vehicle for Hire business	\$4,387.00
Transferring a vehicle for hire licence within any calendar year	\$54.25
Replacing a vehicle for hire licence plate or decal	\$22.75

Business Licence Bylaw No. 7360 Vending Machine Uses

Description	Fee
Vending Machine Business Licence Fee Group 1 (per machine) Group 2 (per machine) Group 3 (per machine) Banking machine licence fee (per machine) Amuscoment machine licence fee (per machine)	\$35.75 \$49.25 \$11.50 \$152.00 \$35.75

SCHEDULE – COMMUNITY BYLAWS DOCUMENTATION FEES

Community Bylaws Documentation Fees

Description	Fee
Requests for Comfort Letters (per civic address & per unit)	\$85.00

SCHEDULE – DEMOLITION WASTE AND RECYCLABLE MATERIALS

Demolition Waste and Recyclable Materials Bylaw No. 9516

Section 4.1

Section 4.1	T .
Description	ree
Application Fee	\$295.00 per waste
Apphoation 100	disposal and
	recycling
	services plan
	submission
Waste Disposal and Recycling Service Fee	\$3.50 per square
Waste Disposar and Reegening Service a cr	feet
	of structure to be
	demolished

SCHEDULE – DEVELOPMENT APPLICATION FEES

Zoning Amendments No. 8951

Section	Application Type	Base Fee	Incremental Fee
Section	Zoning Bylaw Text Amendment	\$2,034.00	Not Applicable
I.2.1(a) 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	\$2,585.00 \$3,228.00	Not Applicable Not Applicable
Section 1.2.1	Zoning Bylaw Designation Amendment for 'site specific zones'	\$3,871.00	For residential portion of development: - \$49.75 per dwelling unit for first 20 dwelling units and \$25.25 per dwelling unit for each subsequent dwelling unit For non-residential building area: - \$32.00 per 100 m ² of building area for the first 1,000 m ² and \$20.00 per 100 m ² thereafter
	Zoning Bylaw Designation Amendment for all other zoning districts	\$2,585.00	For residential portion of development: - \$25.75 per dwelling unit for first 20 dwelling units and \$13.75 per dwelling unit for each subsequent dwelling unit
			 For non-residential building area: \$20.00 per 100 m² of building area for the first 1,000 m² and \$8.00 per 100 m² thereafter
Section 1.2.3	Additional Public Hearing for Zoning Bylaws Text or Designation Amendments	\$975.00	\$930.00 for each subsequent Public Hearing required
Section 1.2.5	Expedited Timetable for Zoning Designation Amendment (Fast Track Rezoning)	\$1,297.00	Not Applicable

Section 1.2.6	Early Public Notices – Zoning Amendments	\$1.75 per address identified	Not Applicable
Section 1.2.7	Public Hearing Notices – Zoning Amendments	\$1.75 per address identified	Not Applicable

Official Community Plan Amendments No. 8951

Section	Description	Base Fee	Incremental Fee
Section	Official Community Plan Amendment	\$3,871.00	Not Applicable
1.3.1	without an associated Zoning Bylaw		
	Amendment		· · · · · · · · · · · · · · · · · · ·
Section	Additional Public Hearing for Official	\$975.00	\$975.00 for each
1.3.2	Community Plan Amendment		Hearing required
	for second public hearing		
Section	Early Public Notices - Official Community	\$1.75 per	Not Applicable
1.3.3	Plan Amendments	address	
		identified	
Section	Public Hearing Notices – Official	\$1.75 per	Not Applicable
134	Community Plan Amendments	address	
1.J.T		identified	

Development Permits No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.4.1	Development Permit for other than a Development Permit referred to in Sections 1.4.2 and 1.4.3 of the Development Application Fees No. 8951	\$1,941.00	 \$646.00 for the first 464.5 m² of gross floor area plus: \$136.00 for each additional 92.9 m² or portion of 92.9 m² of gross floor area up to 9,290 m², plus \$26.75 for each additional 92.9 m² or portion of 92.9 m² of gross floor area over 9,290 m²
Section	Development Permit for Coach House or Granny Flat	\$1,242.00	Not Applicable
Section	Development Permit, which includes	\$1,941.00	Not Applicable
1.4.3	property: (a) designated as an Environmentally Sensitive Area (ESA); or		

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Schedules to Bylaw 10486

	(b) located within, or adjacent to the Agricultural Land Reserve (ALR)		
Section	General Compliance Ruling for an issued	\$653.00	Not Applicable
Section	Expedited Timetable for a Development Permit (East Track Development Permit)	\$1,297.00	Not Applicable
Section 1.4.6	Early Public Notices – Development Permits	\$1.75 per address identified	Not Applicable
Section 1.4.7	Development Permit Panel Meeting Notices – Development Permits	\$1.75 per address identified	Not Applicable

Development Variance Permits No. 8951

Section	Description	Base Fee	Incremental Fee
Section	Development Variance Permit	\$1,941.00	Not Applicable
1.5.1 Section 1.5.2	Early Public Notices – Development Variance Permits	\$1.75 per address identified	Not Applicable
Section 1.5.3	Development Permit Panel Meeting Notices – Development Variance Permits	\$1.75 per address identified	Not Applicable

Temporary Use Permits No. 8951

Section	Description	Base Fee	Incremental Fee
Section	Temporary Use Permit	\$2,585.00	Not Applicable
161	Temporary Use Permit Renewal	\$1,297.00	Not Applicable
1.0.1	Temporary Use Permits for Seasonal	\$300.00	Not Applicable
	Outdoor Patio		
	Temporary Use Permit Renewal for	\$300.00	Not Applicable
	Seasonal Outdoor Patio		
	Temporary Use Permit for Mobile Food	\$106.00	Not Applicable
	Vendor		
	Temporary Use Permit Renewal for Mobile	\$106.00	Not Applicable
	Food Vendor		

Land Use Contract Amendments No. 8951

Section	Description	Base Fee	Incremental Fee
Section	Land Use Contract Amendment	\$1,242.00	Not Applicable
1.7.1			

Liquor-Related Permits No. 8951

Section	Description	Base Fee	Incremental Fee
Section	Licence to serve liquor under the Liquor	\$653.00	Not Applicable
1.8.2(a)	Control and Licensing Act and Regulations;		
	or change to existing license to serve liquor		
Section	Temporary changes to existing liquor licence	\$347.00	Not Applicable
1.8.5(b)	^		an tana ang tangga ang

Subdivision and Consolidation of Property No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.9.1	Subdivision of property that does not include an air space subdivision or the consolidation of property	\$975.00	\$136.00 for the second and each additional parcel
Section 1.9.2	Extension or amendment to a preliminary approval of subdivision letter	\$334.00	\$334.00 for each additional extension or amendment
Section 1.9.3	Road closure or road exchange	\$975.00	(In addition to the application fee for the subdivision)
Section	Air space subdivision	\$7,582.00	\$190.00 for each air space parcel created
Section 1.9.5	Consolidation of property without a subdivision application	\$136.00	Not Applicable

Strata Title Conversion of Existing Building No. 8951

Section	Description	Base Fee	Incremental Fee
Section	Strata Title Conversion of existing two-	\$2,585.00	Not Applicable
1.10.1(a)	family dwelling		NT . 4 11 11
Section	Strata Title Conversion of existing multi-	\$3,871.00	Not Applicable
1.10.1(b)	family dwelling, commercial buildings and		
	industrial buildings		

Phased Strata Title Subdivisions No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.11.1	Phased Strata Title	\$653.00 for first phase	\$653.00 for each additional phase

Servicing Agreements and Latecomer Fees No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.12.1	Servicing Agreement	Processing fee of \$1,297.00	Subject to Section 1.12.2 of Development Application Fees Bylaw No.8951, an inspection fee of 4% of the approved off-site works and services
Section	Latecomer Agreement	\$6,190.00	Not Applicable

Civic Address Changes No. 8951

Section	Description	Base Fee	Incremental Fee
Section	Civic Address change associated with the	\$334.00	Not Applicable
1.13.1	Civic Address change associated with a new	\$334.00	Not Applicable
	building constructed on a corner lot	\$1,297.00	Not Applicable
	preference		~ ~

Telecommunication Antenna Consultation and Siting Protocol No. 8951

Section	Description	Base Fee	Incremental Fee
Section	Telecommunication Antenna Consultation	\$2,585.00	Not Applicable
1.14.1	and Siting		

Heritage Applications No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.15.1(a)	Heritage Alteration Permit with a variance to the Zoning Bylaw or additional floor area	\$1941.00	 \$646.00 for the first 464.5 m² of gross floor area plus: \$136.00 for each additional 92.9 m² or portion of 92.9 m² of gross floor area up to 9,290 m², plus
			- \$26.75 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area over 9,290 m ²

Section 1.15.1(b)	Heritage Alteration Permit without a variance of additional floor area	\$286.00	Not Applicable
Section 1.15.1(c)	Heritage Alteration Permit (issued by delegated authority referred to in Section 7.1.2 of the <i>Heritage Procedures Bylaw No.</i> 8400)	\$286.00	Not Applicable
Section 1.15.1(d)	Heritage Alteration Permit For patios to be considered by the Director of Development with the City of Richmond Patio Permit Application	No Fee	Not Applicable
Section 1.15.2(a)	Heritage Revitalization Agreement where use or density is varied	\$2,585.00	For residential portion of development: - \$25.75 per dwelling unit for first 20 dwelling units and \$13.75 per dwelling unit for each subsequent dwelling unit
			For non-residential building area: - \$20.00 per 100 m ² of building area for the first 1,000 m ² and \$8.00 per 100 m ² thereafter
Section 1.15.2(b)	Heritage Revitalization Agreement where use or density is not varied	\$1941.00	 \$646.00 for the first 464.5 m² of gross floor area plus: \$136.00 for each additional 92.9 m² or portion of 92.9 m² of gross floor area up to 9,290 m², plus \$26.75 for each additional 92.9 m² or
			additional 92.9 m ² or portion of 92.9 m ² of gross floor area over 9,290 m ²
Section 1.15.3	Early Public Notices - Heritage Alteration Permit that cannot be delegated to the Director of Development for issuance, or Heritage Revitalization Agreement	\$1.75 per address identified	Not Applicable
Section 1.15.4	Public Hearing Notices - Heritage Revitalization Agreement (where use or density is varied)	\$1.75 per address identified	Not Applicable
1			

Section 1.15.5 Meeting Notices for Heritage Alteration Permit that involves a variance to the Zoning Bylaw or additional floor area, or Heritage Revitalization Agreement that is not subject to the Public Hearing requirement	\$1.75 per address identified	Not Applicable
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Administrative Fees No. 8951

Section	Description	Base Fee	Incremental Fee
Section	Change in property ownership or authorized	\$334.00	Not Applicable
1.16.1	agent		NT / A 111.1-
Section	Change in mailing address of owner,	\$62.75	Not Applicable
1.16.2	applicant or authorized agent		
Section	Submission of new information that results	\$334.00	Not Applicable
1.16.3	in any of the following changes:		
	(a) increase in proposed density; or		
	(b) addition or deletion of any property		
	associated with the application		
Section	Approving Officer legal plan signing or	\$69.75 per	Not Applicable
1.16.4	re-signing fee	legal	
		plan	Not Applicable
Section	Site Disclosure Statement submission	\$69.75 per	Not Applicable
1.16.5		Disclosure	
		Statement	
Section	Amendment to or discharge of legal	\$334.00 per	Not Applicable
1 16 6	agreement that does not require City Council	legal	
1.10.0	approval	agreement	
Section	Amendment to or discharge of legal	\$1,297.00	Not Applicable
1 16 7	agreement that requires City Council	per legal	
1.10.7	approval	agreement	
Section	Additional landscape inspection because of	\$143.00 for	\$143.00 for each
1 16 8	failure to comply with City requirements	second	additional inspection
1.10.0		inspection	required
Section	Preparation of information letter (comfort	\$81.25 per	Not Applicable
1.16.9	letter) for general land use	property	
Section	Preparation of information letter (comfort	\$81.25 per	Not Applicable
1.16.10	letter) for building issues	property	

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SCHEDULE - DOG LICENCING

Dog Licencing Bylaw No. 7138 Sections 2.1, 2.3

Description	Fee
Dog – Not neutered or spayed	
Normal Fee	\$91.50
Prior to March 1 st of the year for which the application is made	\$65.75
Dog – Neutered or spayed	t (0.00
Normal Fee	\$40.00
Prior to March 1 st of the year for which the application is made	\$27.00
For seniors who are 65 years of age or older that have paid prior to March	\$14.00
1st of the year for which the application is made	
Dangerous Dog – Not neutered or spayed	
Normal Fee	\$326.00
Prior to March 1 st of the year for which the application is made	\$263.00
Dangerous Dog – Neutered or spayed	
Normal Fee	\$263.00
Prior to March 1 st of the year for which the application is made	\$199.00
For seniors who are 65 years of age or older that have paid prior to March	\$99.00
1st of the year for which the application is made	······
Replacement tag*	
*Fee for a replacement tag for each dog tag lost or stolen;	ቀይ ባህ
or for each dog licence to replace a valid dog licence from	\$8.00
another jurisdiction	

SCHEDULE - DONATION BIN REGULATION

Donation Bin Regulation Bylaw No. 9502

Section 2.1.3

Description	Fee
Annual Permit Fee	\$121.00 per donation
	Bin
Damage Deposit Fee	\$1,144.00 per donation
Damage Deposit i co	bin location to a
	maximum of \$3,000 per
	permittee

Donation Bin Regulation Bylaw No. 9502

Section 2.2.7

Description	Fee
Clean-up Fee	Actual Cost

Donation Bin Regulation Bylaw No. 9502

Section 2.4

Description	Fee
Din Domosial Fee	\$121.00 per donation
Bin Keniovai ree	bin
Bin Retrieval Fee	\$238.00 per donation
	bin
Storage Fee	\$18.50 per day per
Storage 1 de	donation bin
Disposal Fee	\$94.00 per donation
	bin disposal

SCHEDULE – EMPLOYMENT AND PAYROLL RECORDS

Description	Fee
Fee per request	\$121.00
Photocopying fees additional	\$2.00 per page
	\$2.25 per page (double
	sided)

Note: Employment and/or payroll record requests from Solicitors where such disclosure is authorized.

Filming Application and Fees Bylaw No. 8708 Administration Fees Section 2.1.1 and 2.1.2

Description	Fee
Application for Filming Agreement	\$227.00
Film Production Business Licence	\$158.00
Street Use Fee (100 feet/day)	\$62.50

Filming Application and Fees Bylaw No. 8708 City Parks & Heritage Sites

Section 2.1.1 and 2.1.2

Major Park	
Per day \$931.00	
$Per \frac{1}{2} day$ \$623.00	
Neighbourhood Park	
Per day \$623.00	1
$Per \frac{1}{2} day$ \$373.00	
Britannia Shipyard	
Filming \$2,471.00 per	day
Prenaration & Wrap \$1,239.00 per	day
Per Holding Day \$623.00 per	day
City Employee	
Per regular working hour \$45.00	
Per hour after 8 hours \$65.75	
Minory Chapel	
Filming	
October through lune \$3,087.00 per	day
huby through Sentember \$3,705.00 per	day
Brenaration & Wran	day
Por Holding Day \$623.00 per	day
City Employee	-
Boy negular working hour \$45.00	
Per hour after 8 hours \$65.75	

Filming Application and Fees Bylaw No. 8708 City Parks & Heritage Sites (cont.) Section 2.1.1 and 2.1.2

Description	Fee	Units
Nature Park		
Filming	\$1,239.00	per day
Preparation & Wrap	\$623.00	per day
City Employee	* (* 0.0	
Per regular working hour	\$45.00	
Per hour after 8 hours	\$65.75	
City Hall		*
Filming on regular business days	\$2,471.00	per day
Filming on weekends or statutory holidays	\$1,239.00	per day
Preparation & Wrap	\$1,239.00	per day
City Employee		
Per regular working hour	\$45.00	
Per hour after 8 hours	\$65.75	

Filming Application and Fees Bylaw No. 8708 Other Fees

Section 2.1.1 and 2.1.2

Description	Fee	Units
RCMP (4-hour minimum)	\$131.00	per hour
Fire Rescue (4-hour minimum)	\$161.00	per hour
Fire Engine Fire Captain	\$113.00	per hour
Firefighter (minimum 3 firefighters)	\$91.00	per nour, per person

SCHEDULE – FIRE PROTECTION AND LIFE SAFETY

Fire Protection and Life Safety Bylaw No. 8306 Fees & Cost Recovery

Description	Section	Fee	Units	
Dermit	4.3	\$27.50		
Dermit Inspection first hour	4.3	\$108.00		
Permit Inspection, subsequent hours or	4.3	\$67.00		
nort thereof				
Attendance open air burning without permit	4.5.1	\$553.00	per vehicle	
first hour				
Attendance open air burning without permit	4.5.1	\$282.00	per vehicle	
subsequent half-hour or part thereof			^	
Attendance open air hurning in contravention	4.5.3	\$553.00	per vehicle	
of nermit conditions			-	
first hour or nart thereof				
Attendance open air burning in contravention	4.5.3	\$282.00	per vehicle	
af normit conditions			-	
of permit conditions				
Attendence folse alarm - by Fire-Rescue -	6.1.4 (b)	\$553.00	per vehicle	
atendby fee contact person not arriving				
standby lee – contact person not arriving				
ner hour or portion of hour Fire Dept st	anding by			
Vecent promises securing premises	9.7.4	Actu	al cost	
Vacant premises – Seeding premises	975(a)	\$553.00	per vehicle	
Vacant premises – Kichinond File-	9.110 (u)	4----	1	
Kescue response	975(b)	Actu	al cost	
vacant premises – additional personner,	9.7.8 (0)			
Consumables and damage to equipment	975(c)	Actu	Actual cost	
Vacant premises – demonstron, clean-up, etc.	9.8.1	Actu	Actual cost	
Damaged building – securing premises	0.14.6	\$139.00		
Display permit application fee, lifeworks	1416		al cost	
Work done to effect compliance with order	14.1.0	Autu		
in default of owner			ner nerson	
	1511(h)	\$21.00	for profit	
Fire Extinguisher Training	15.1.1 (n)	\$31.00	groups	
	15 1 1 (:)	0.00	per address	
Fire Records (Research, Copying or Letter)	15.1.1 (1)	\$60.00	per address	

Fire Protection and Life Safety Bylaw No. 8306 Fees & Cost Recovery (cont.)

Description	Section	Fee
Review – Fire Safety Plan any building	15.1.1 (b)	
Any building $< 600 \text{ m}^2$ area		\$139.00
Any building $> 600 \text{ m}^2$ area		\$202.00
High building, institutional		\$268.00
Revisions (per occurrence)		\$67.00
Inspection	15.2.1 (a)	
4 stories or less and less than 914 m ² per flo	or	\$268.00
4 stories or less and between 914 and 1,524	m² per floor	\$401.00
5 stories or more and between 914 and 1,52	4 m² per floor	\$662.00
5 stories or more and over 1,524 m ² per floc)r	\$921.00
Inspection or follow-up to an order	15.2.1 (b)	\$108.00
first hour		
Re-inspection or follow-up to an order	15.2.1 (b)	\$67.00
subsequent hours or part of hour		
Nuisance investigation, response & abatement	15.4.1	Actual cost
Mitigation, clean-up, transport, disposal of	15.4.2	Actual cost
dangerous goods		
Attendance – False alarm		
No false alarm reduction program in place,	15.5.1	\$401.00
second or each subsequent false alarm		
occurring in any calendar year		
False alarm reduction program in place	15.5.5	No charge
and participation		
Attendance – false alarm – by bylaw, police	15.5.10	\$136.00
or health officers where the intentional or		
unintentional activation of a security alarm		
system causes the unnecessary response		
of an inspector		** < < < < < < < < < < < < < < < < < <
Caused by security alarm system	15.6.1	\$268.00
Monitoring agency not notified	15.7.1	\$268.00
Alternate solution report or application review	General	\$202.00

SCHEDULE - FLOOD PROTECTION

Flood Protection Bylaw No. 10426

Description	Fee
Design Plan Prepared by City [s.1.2.1(d)] a) Design plan prepared by City for One-Family Dwelling or Two- Family Dwelling	\$1,049.00 each
Service Requests [s.2.4.1] For responses by the City in connection with a request for maintenance or emergency services	\$316.00 each

SCHEDULE – GARDEN CITY LANDS SOILS DEPOSIT FEES

Garden City Lands Soils Deposits Fees Bylaw No. 9900 Sections 2.1

Dump Truck Type	Approximate Volume per Load	Fee
Tandem	7m ³	\$109.00
Tri-Tandem	9m³	\$136.00
Truck + Transfer	12m ³	\$173.00

SCHEDULE - NEWSPAPER DISTRIBUTION REGULATION

Newspaper Distribution Regulation Bylaw No. 7954

Section	Application Type	Fee
Section	Each compartment within a multiple	\$191.00, plus applicable
2.1.3	publication news rack (MPN) for paid	taxes, per year
2	or free newspaper	
Section	Each newspaper distribution box for	\$93.75, plus applicable taxes,
2.1.3	paid newspapers	per year
Section	Each newspaper distribution box for	\$128.00, plus applicable
213	free newspapers	taxes, per year
Section	Each newspaper distribution agent for	\$314.00, plus applicable
213	paid or free newspaper	taxes, per year
Section	Storage fee for each newspaper	\$128.00, plus applicable
2.4.3	distribution box	taxes, per year

<u>SCHEDULE – PARKING (OFF-STREET) REGULATION</u>

PARKING (OFF-STREET) REGULATION Bylaw No. 7403 EV Charging – City EV Parking Stall User Fees Section 3.5.3

Description	Fee
Charging Level of EV Supply Equipment	Per minute
Level 2 – 3.1kW to 9.6kW Charging Session Parking Rate	Initial 2 hrs: \$0.0333/min (\$2.00/hr) After 2 hrs: \$0.0833/min (\$5.00/hr)
Level 3 – 25kW Charging Session Parking Rate	\$0.1333/min (\$8.00/hr)
Level 3 – 50kW Charging Session Parking Rate	\$0.2666/min (\$16.00/hr)

PARKING (OFF-STREET) REGULATION Bylaw No. 7403

Section 5.1.3, 6.1.2

Description	Fee
Pay Parking Fees:	All rates include applicable taxes.
All Off-Street City Property Locations, other than those set out below	\$3.25 per hour – 7:00 am to 9:00 pm
6131 Bowling Green Road	\$3.25 per hour – 7:00 am to 9:00 pm
6500 Gilbert Road	\$3.25 per hour – 7:00 am to 9:00 pm Gateway Theater Productions - \$6.25 for maximum stay
7840 Granville Avenue	\$2.75 per hour – 7:00 am to 4:00 pm
5540 Hollybridge Way	\$2.75 per hour – 7:00 am to 9:00 pm \$9.50 per day
3500 McDonald Road	 \$24.75 first day (vehicle towing watercraft trailer only) Plus \$12.00 per additional day (to a maximum of 5 days)
Parking Permit / Decal Fees:	
All Off-Street City Property Locations, other than those set out	\$44.50 per calendar month plus applicable taxes, subject to discounts of:
	- 10% for groups of 11 or more permit decals
Gateway Theater Staff Parking (6500 Gilbert Road)	\$6.00 per calendar year, plus applicable taxes
Richmond Lawn Bowling Club Members Parking (6131 Bowling Green Road)	\$6.00 per calendar year, plus applicable taxes
Richmond Seniors' Centre Members Parking (Minoru Park)	\$9.00 per calendar year, plus applicable taxes
Richmond Tennis Club Members Parking (Minoru Park)	\$6.00 per calendar year, plus applicable taxes
Richmond Winter Club Members Parking (5540 Hollybridge Way)	\$6.00 per calendar year, plus applicable taxes
McDonald Beach – Watercraft Trailer Parking (3500 McDonald Road)	\$110.00 Richmond Residents, per calendar year, plus applicable taxes
(5500 INTELIOIIain Kuan)	\$165.00 Non-Richmond Residents, per calendar year, plus applicable taxes

SCHEDULE - PLAYING FIELD USER FEES

Playing Field User Fees Natural Turf Field Fees

Description	Fee	Units
Sand Turf (With Lights)		
<u>Sand Luir (Will Lights)</u>		
Commercial (an ages)	\$44.50	per hour
ruu size Mini field	\$22.75	per hour
Ivini field	4	1
Private or inon-resident (all ages)	\$36.00	per hour
	\$19.00	per hour
Mini fiela	ψ12.00	r · · · · · · ·
Richmond Youth Groups"	\$13.00	per hour
Full size	\$7.25	per hour
Mini field	ψι	Por nour
Richmond Adult Groups*	\$26.75	ner hour
Full size	\$1/ 00	ner hour
<u>Mini field</u>	φ1 4 .00	
Sand Turf (No Lights)		
Commercial (all ages)	¢22.00	ner hour
Full size	⊅ 3∠.00	per nour
Private or Non-resident (all ages)	¢75 75	ner hour
Full size	\$23.13	per nour
Richmond Youth Groups*	ቀስ ኖስ	nor hour
Full size	\$ 3 .20	per nour
Richmond Adult Groups*	\$30.00	norhour
Full size	\$20.00	per nour
Soil Turf (No Lights)		
Commercial (all ages)	011 70	1
Full size	\$11.50	per hour
Mini field	\$6.50	per hour
Private or Non-resident (all ages)	h	1
Full size	\$9.25	per hour
Mini field	\$5.75	per hour
Richmond Youth Groups*	±	
Full size	\$4.75	per hour
Mini field	\$3.50	per hour
Richmond Adult Groups*		-
Full size	\$7.25	per hour
Mini field	\$4.75	per hour

*As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.

Playing Field User Fees (cont.) Artificial Turf Fees

Description	Fee	Units
D' 1		
Richmond Youth Groups	\$27.00	ner hour
Full size	\$27.00	per hour
Mini field	\$14.00	per nour
Richmond Adult Groups*		
Full size	\$45.25	per hour
Mini field	\$23.25	per hour
Commercial/Non-residents (all ages)		
	\$65.50	per hour
Full size	\$33.75	ner hour
Mini field	\$33.73	pernour

*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

Description	Fee	Units
g 1 T ((With Lights)		
Sand Turf (With Lights)		
Commercial (all ages)	000 75	nor hour
Full size	\$28.75	per noui
Private or Non-resident (all ages)		1
Full size	\$23.00	per nour
Richmond Youth Groups*		1
Full size	\$8.50	per hour
Richmond Adult Groups*	610.00	1
Full size	\$18.00	per nour
Sand Turf (No Lights)		
Commercial (all ages)		1
Full size	\$25.75	per hour
Private or Non-resident (all ages)	+ - 1 0 0	T
Full size	\$21.00	per hour
Richmond Youth Groups*		1
Full size	\$8.00	per hour
Richmond Adult Groups*		
Full size	\$16.75	per hour

Playing Field User Fees Ball Diamonds (cont.)

Description	Fee	Units
Soil Turf (No Lights)		
Commercial (all ages)		
Full size	\$8.25	per hour
Private or Non-resident (all ages)		
Full size	\$7.00	per hour
Richmond Youth Groups*		
Full size	\$4.00	per hour
Richmond Adult Groups*		4
Full size	\$6.00	per hour
Artificial Turf (With Lights)		
Commercial (all ages)		,
Full size	\$70.00	per hour
Private or Non-resident (all ages)		1
Full size	\$70.00	per hour
Richmond Youth Groups*	**	1
Full size	\$28.75	per hour
Richmond Adult Groups*	* 1 0 0 0	1
Full size	\$48.00	per hour

*As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.

Playing Field User Fees Track and Field Fees and Charges (Facilities at Minoru Park)

Description	Fee	Units
The set of the set and Field Club	\$905.00	per vear
Iraining Fee – all ages Track and Fleid Club	\$172.00	nor meet
Richmond Youth Meets*	\$172.00	permeet
Richmond Adult Meets*	\$266.00	per meet
Private Group Track Meets or Special Events	\$661.00	per day
Private Group Track Meets or Special Events	\$56.50	per hour

*As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.

SCHEDULE – POLLUTION PREVENTION AND CLEAN-UP

Permit Application Fees

Section 6.1.2

Description	Fee
Application Fee	\$3,284.00
Request for comfort letters per civic address and per unit	\$91.50
Request for connorr letters per ervie address and per and	

SCHEDULE - PROPERTY TAX FEES

Property Tax Billing Information

Description	Fee
Additional tax and/or utility bill reprints – per folio/account	\$7.25
Digital rall data report	\$989.00
Tay apportionment - per child folio	\$38.00
Martage company tax information request – per folio	12.50
Mongage company tax information request per tone	

Property Tax Certificate Fees

Description	Fee
Pequested in person at City Hall	\$72.50
Requested through APIC	\$41.00
Requested mough Ai ic	the second se

Property Tax Sale

Description	Fee
Tex Solo Degistration Fee	\$180.00

SCHEDULE – PUBLIC SPACE PATIO FEES

Public Space Patio Regulation Bylaw No. 10350 Section 2.3(c)

Public Space Patio Permit Application Fee	Fee
Permit	\$300.00
Renewal	\$300.00
Small Sidewalk Patio Permit Application Fee	Fee
Permit	\$100.00
Renewal	\$100.00

SCHEDULE – PUBLICATION FEES

Publication Fees

Decovintion	Fee
<u>As-Builts Drawings</u>	\$7.75
A-1 Size, 24" x 36"	\$6.00
B Size, 18" x 24"	φ0.00
Computer Sections Maps, 24" x 24"	ф <i>а ас</i>
Individual	\$7.75
Digital Download	\$97.50
Custom Services	AGO 50
Custom Mapping (per hour)	\$78.50
Engineering Manuals	A105.00
Design Specifications (contents only)	\$125.00
Supplemental Specifications and Detail Drawings (contents only)	\$125.00
GIS Data Requests	
Non-refundable Data Request Fee	\$128.00
First Laver*	\$195.00
Each Additional Laver*	\$67.00
Digital download of GIS layers of Municipal Works of City of	\$7,845.00
Richmond	
Street Mans	
Large $36" \times 57"$	\$10.50
1 Large, 50 A 57	\$7.75
Siliali, 22 X 34	
Traffic Camera video Recording Search Fee	\$304.00
Per Site (minimum charge)	\$62 NN
Per hour additional for large requests	\$03.00

15222 - 1522 - 1522 - 2422		
Utility Section Maps, 15 x 24	¢C 00	
Individual	\$6.00	
D: 10 provide d	\$97.50	
Digital Download		

*Fees are multiplied by the number of sections requested.

SCHEDULE – RCMP DOCUMENTATION FEES

RCMP Documentation Fees

Description	Fee
Criminal Record Checks	\$72.75
Volunteer Criminal Record Checks – Volunteering outside the City of	\$25.00
Richmond	
Volunteer Criminal Record Checks – Volunteering within the City of	No Charge
Richmond	
Police Certificate (including prints)	\$72.75
Fingerprints	\$72.75
Record of Suspension / Local Records Checks	\$72.75
Name Change Applications	\$72.75
Collision Analyst Report	\$670.00
Field Drawing Reproduction	\$49.25
Scale Drawing	\$143.00
Mechanical Inspection Report	\$291.00
Police Report and Passport Letter	\$72.75
Insurance Claim Letter	\$72.75
Court Ordered File Disclosure	\$72.75
* ner nage *Plus	\$3.50
**Shinning cost **Plus	\$10.00
Photos 4" x 6" (per photo)	\$5.00
***Plus	\$10.00
Photos (each laser)	\$4.00
Digital Photo Reproduction	\$23.50
Video Reproduction (first hour)	\$72.75
- per additional half-hour of staff time	\$36.75
Audio Tape Reproduction (first hour)	\$72.75
- per additional half-hour of staff time	\$36.75
Information transfer/storage to USB	\$9.75

Residential Lot (Vehicular) Access Regulation Bylaw No. 7222 Administration Fees Section 2.3

Description	Fee
Driveway Crossing Application	
Administration/Inspection Fee	\$101.00

SCHEDULE - SANITYARY SEWER

Sanitary Sewer Bylaw No. 10427

Description	Fee
Description Description Description	\$1.049.00 each
Design Fian Freparcu by City [5.1.2.1(u)]	• • • •
a) Design plan prepared by City for One-Family Dwenning of	
Two- Family Dwelling	
Service Requests [s.2.7.1]	\$316.00 each
For responses by the City in connection with a request for	
maintenance or emergency services	
Application for Sanitary Sewer User Fee Reduction [s.2.3.1(b)]	\$308.00 each
Application fee	

SCHEDULE - SIGN REGULATION

Sign Regulation Bylaw No. 9700

Sections 1.12, 1.14

Description	Fee
Base application fee (non-refundable)	\$90.25
Dase application for (non foralitation)	(creditable towards appropriate permit fee)
Fee for home-based sign	\$90.25
Fee based on sign area (awning, banner, canopy,	<15.0m ² : \$115.00
changeable copy, fascia, mansard roof, marquee, projected-image, projecting, under	15.01-45.0m ² : \$227.00
awning/canopy, window signs >25%)	>45.01m ² : \$394.00
Fee for new freestanding signs	$< 3.0 m^2$: \$227.00
	3.01-9.0m ² : \$450.00
	9.01-15.0m ² : \$674.00

Fee for temporary construction freestanding/fencing signs	Single/two family: \$115.00 \$65.75 for each additional 6 months.	
	3+ family construction: \$227.00 \$115.00 for each additional 6 months	
Freestanding sign relocation fee (on same site)	\$227.00 (same as base f/s fee)	
Permit processing fee for a sign without a permit	2x actual permit fee	

SCHEDULE - SOIL DEPOSIT AND REMOVAL

Soil Deposit and Removal Bylaw No. 10200 Fees

Sections 4.1.1d; 4.2.1; 4.4.1 (d); 4.7.1 (b)

Description	Fee
Soil and other Material Deposit or Removal Application Fee (over 100 cubic metres to 600 cubic metres)	\$630.00
Soil and Other Material Deposit or Removal Application Fee (over 600 cubic metres)	\$1,049.00
Security Deposit	\$5.02 per cubic metre (\$15,000 minimum to a maximum of \$200,000)
Volume Fee - Soil Removal	\$1.02 per cubic metre
Volume Fee - Soil Deposit (Soil or Other Material imported within the City)	\$1.02 per cubic metre
Volume Fee - Soil Deposit (Soil or Other Material imported from outside the City)	\$2.02 per cubic metre
Soil and Other Material Deposit or Soil Removal Permit Renewal Fee	\$316.00

SCHEDULE - TRAFFIC

Traffic Bylaw No. 5870 Parking Fees Section 12A.3, 12B.4

Description	Fee	
Pay Parking Fees:	All rates include applicable taxes.	
Block Meter Zones	\$3.00 per hour – 8:00 am to 9:00 pm	
Parking Permit / Decal Fees: Parking Permit Decal	\$54.00 per calendar month, plus applicable taxes, subject to discount of:	
	• 10% for groups of 11 or more permit decals	

Traffic Bylaw No. 5870

Parking Fees Section 12B.1, 12B.4

Description	Fee	
Parking Permit / Decal	to a constant a la sur a sistera dura biolo	
Parking Permit Decal	 Registration is optional 	
	City Centre Parking Management Zone	
	- Per Schedule K to Bylaw 5870	

Traffic Bylaw No. 5870

Construction Permit Zone with Block Meter and/or Metered Parking Spaces

Section 42.2A	
Obstruction of Block Meter Machine	\$109.00 per day per block meter machine plus applicable taxes
Removal of Block Meter Machine	\$109.00 per block meter machine plus applicable taxes
Storage of Block Meter Machine	\$54.00 per month per block meter machine plus applicable taxes
Obstruction of Metered Parking Space	\$36.00 per day per metered parking space plus applicable taxes

SCHEDULE - TREE PROTECTION

Tree Protection Bylaw No. 8057 Permit Fees Sections 4.2, 4.6

Description	Fee
Permit application fee To remove a hazard tree One (1) tree per parcel during a 12 month period Two (2) or more trees	No Fee \$67.00 \$80.75 per tree
Permit renewal, extension or modification fee	\$67.00

Tree Protection Bylaw No. 8057

Permit Fees

Sections 4.4.1, 5.2.6. 7.6(c)

Section	Description	Fee
Section 4.4.1	Security Deposit for replacement tree under a permit: - not related to works - related to a building permit - related to subdivision	\$0 per replacement tree \$0 per replacement tree \$768 per replacement tree
Section 5.2.6	Security Deposit for retained tree that is not a significant tree: - related to a building permit - related to subdivision - for trees 20cm to 30cm caliper - for trees 31cm to 91cm caliper	\$0 per retained tree \$5,120 per retained tree \$10,240 per retained tree
Section 5.2.6	Security Deposit for retained tree, if significant tree	\$20,480 per significant tree
Section 7.6(c)	Security Deposit for replacement trees planted as compensation for a significant tree, if significant tree damaged, cut or removed without permit	\$20,480 per significant tree
Traffic Bylaw No. 5870

Obstruction of Traffic – Traffic Management Plan Review and Lane Closure Permit Section 6.3

Description	Fee
Application Review Fee	\$109.00

Traffic Bylaw No. 5870

Containers – Temporary Placement Permit Section 9A

Description	Fee
Permit Fee	\$32.50 per day

Traffic Bylaw No. 5870

Shared Vehicle Parking Space – Permit Section 12C

Description	Fee
Permit Fee	\$323.00 per year

Traffic Bylaw No. 5870 EV Charging – City EV Parking Stall User Fees Section 12D.4

Description	Fee
Charging Level of EV Supply Equipment	Per minute
Level 2 – 3.1kW to 9.6kW Charging Session User Fees	Initial 2 hrs: \$0.0333/min (\$2.00/hr) After 2 hrs: \$0.0833/min (\$5.00/hr)
Level 3 – 25kW Charging Session User Fees	\$0.1333/min (\$8.00/hr)
Level 3 – 50kW Charging Session User Fees	\$0.2666/min (\$16.00/hr)

Traffic Bylaw No. 5870

Oversize Vehicles and Building Moves – Permit Section 25.1

Description	Fee
Individual Vehicle Trip	\$27.25
One Vehicle for More than One Trip	\$109.00
One Building Move	\$54.00
Re-issuance of Building Move Permit as a Result of Changes Requested to Original Permit	\$27.25

Traffic Bylaw No. 5870

Construction Zones – Permit Section 42.1

Description	1	Fee
Permit Fee * per day ** per metre of roadway to which permit applies, per day	*Plus **Plus	\$323.00 \$32.50 \$1.00

Underpinning Works and Construction Fence Encroachment Bylaw No. 9833 Sections 2.1, 2.2 and 3.4

Description	Fee	
Underpinning Works		
Application Fee	\$562.00 per Underpinning Works Permit application	
Encroachment Fee	\$59.25 per square meter of excavation face that will be supported by the Underpinning Works	
Inspection Fee	\$268.00	
Additional Inspection Fees	\$101.00 per additional inspection if additional inspection(s) are required as a result of initial inspection showing deficiencies	
Security Deposit	\$5,593.00 plus such additional amounts set forth in section 2.2 of Bylaw No. 9833	
Construction Fence	Fee	
Application Fee	\$115.00 per Construction Fence Permit application	
Encroachment Fee	\$11.75 per year per square meter of encroachment	
Inspection Fee	\$268.00	
Additional Inspection Fees	\$101.00 per additional inspection if additional inspection(s) are required as a result of initial inspection showing deficiencies	
Security Deposit	\$5,593.00	
Security Deposit		

SCHEDULE - VEHICLE FOR HIRE REGULATION

Vehicle for Hire Regulation Bylaw No. 6900 Permit & Inspection Fees Sections 3.7, 6.3

Description	Fee	Units
Transporting of trunks	\$8.25	per trunk
Towing permit	\$67.00	
Inspection fee for each inspection after the second inspection	\$34.75	

SCHEDULE - VISITING DELEGATION, STUDY TOUR AND CITY HALL TOUR

Visiting Delegation, Study Tour and City Hall Tour Bylaw No. 9068 Section 2.1

Description		Fee	
City Hall Tour		\$295.00 plus room rental fee	
Visiting Delegation or Study Tour	Up to 2 hours 2 to 4 hours More than 4 hours	\$295.00 plus room rental fee \$586.00 plus room rental fee \$1,169.00 plus room rental fee	

SCHEDULE - WATER USE RESTRICTION

Water Use Restriction Bylaw No. 7784

Permit Fees Section 3.1

Description	Fee
Permit application fee for new lawns or landscaping (s.3.1.1(a))	\$40.50
Permit application fee for nematode applications for European	\$40.50
Chafer Beetle control, where property does not have water meter	
service (s.3.1.1(b))	
Permit application fee for nematode applications for European	NIL
Chafer Beetle control, where property has water meter service	
(s.3.1.1(b))	

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SCHEDULE – WATERCOURSE PROTECTION AND CROSSING

Watercourse Protection and Crossing Bylaw No. 8441 Application, Design Drawing and Inspection Fees

Description	Fee
<u>Culvert</u> Application Fee City Design Option Inspection Fee	\$596.00 \$1,495.00 \$134.00 plus \$27.00 per additional linear metre of culvert over 5 metres wide
Bridge Application Fee Inspection Fee	\$136.00 \$263.00

Note: There is no City Design Option for bridges.

Watercourse Protection and Crossing Bylaw No. 8441 Riparian Management Area Building Permit – Application Review Fees Section 8.2

Description	Fee
Application Review Fees	
(a) Single or two family dwelling construction	\$822.00
(b) Single or two family dwelling demolition	\$384.00
(c) Addition to and/or accessory building over 10 m^2 (for	\$384.00
single or two family dwellings) construction	
(d) Addition to and/or accessory building over 10 m ² (for	\$384.00
single or two family dwellings) demolition	
(e) Retaining wall over 1.2 m in height, for single or two	\$384.00
family dwelling	
(f) Site services for single or two family dwelling	\$384.00
(g) Combination of three (3) or more of the following: single	\$1,643.00
or two family dwelling construction and/or demolition,	
addition to and/or accessory building over 10m ² 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.	

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

Description	Fee
Initial Inspection Fee	\$82.50
Re-inspection Fees(a) first additional inspection(b) second additional inspection(c) third additional inspection	\$82.50 \$165.00 \$330.00
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	

SCHEDULE – WATERWORKS

Waterworks and Water Rates Bylaw No. 5637

Description [Section]	Fee	
 <u>Design Plan Prepared by City [s. 2(d)]</u> (a) Design plan prepared by City for One-Family Dwelling or Two-Family Dwelling 	\$1,049 each	
(b) Design plan for all other buildings	\$2,098 each	
For each turn on or turn off [s. 11(a)(iii), s. 11(c)(i)]	\$114.00	
For each non-emergency service call outside regular hours [s. 11(b)(i)]	Actual Cost	
Fee for testing a water meter [s. 26(a)]	\$397.00	
Fee for water meter verification request [s. 26(d)]	\$52.50	
Troubleshooting on private property	Actual Cost	
<u>Fire flow tests of a watermain</u> (a) First test (b) For each subsequent test	\$263.00 \$158.00	
Locate or repair of curb stop service box or meter box	Actual Cost	
Fee for use of City fire hydrants [s. 37](a) Where the installation of a water meter is required:(i) Refundable Deposit(ii) Consumption fee: the greater of the rates set out in Item 1 of Bylaw No. 5637 Schedules "B" or "C", or(b) Where the installation of a water meter is not required:	\$358.00 \$230.00	
(i) First day	\$230.00	

Schedules to Bylaw 10486

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(ii) Each additional day of use beyond the first day	\$75.75
Fee for use of Private fire hydrants [s. 37.1](a) Where the installation of a water meter is required:(i) Refundable Deposit(ii) Consumption fee: the greater of the rates set out in Item 1 of Bylaw No. 5637 Schedules "B" or "C", or	\$378.00 \$222.00
 (b) Where the installation of a water meter is not required: (i) First day (ii) Each additional day of use beyond the first day 	\$106.00 \$68.50

SCHEDULE - WHARVES REGULATION

Wharves Regulation Bylaw No. 10182 Moorage Fees Section 4.1

Moorage Fee \$1.50/foot/24 hour period

Note: All stays at Imperial Landing are limited to a maximum of three (3) consecutive days within a fourteen (14) day period.

Separate tickets must be purchased for each day of moorage (i.e. 24 hour period). The separate tickets may be purchased at the same time OR a single ticket can be purchased at the beginning of each day.

Tickets are non-transferable.

CITY OF

RICHMOND

for content by

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APPROVED for legality by Solicitor



Housing Agreement (10140, 10160 & 10180 No 1 Road and 4051 & 4068 Cavendish Drive) Bylaw No. 10490

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 : N/A Lot A Sec 35 Blk 4N Rg 7W, New Westminster Land District, Plan EPP119030

2. This Bylaw is cited as "Housing Agreement (10140, 10160 & 10180 No 1 Road and 4051 & 4068 Cavendish Drive) Bylaw No. 10490".

FIRST READING SECOND READING THIRD READING

ADOPTED

MAYOR

OCT 2 3 2023

OCT 2 3 2023

OCT 2 3 2023

CORPORATE OFFICER

Schedule A

To Housing Agreement (10140, 10160 & 10180 No 1 Road and 4051 & 4068 Cavendish Drive) Bylaw No. 10490

HOUSING AGREEMENT BETWEEN CITY OF RICHMOND AND CAVENDISH DRIVE HOLDINGS LTD

HOUSING AGREEMENT (Section 483 Local Government Act)

THIS AGREEMENT is dated for reference ____ day of _____, 2023.

BETWEEN:

CAVENDISH DRIVE HOLDINGS LTD. (Incorporation No. BC1323785), a company duly incorporated under the laws of the Province of British Columbia and having its registered office at #103 – 6791 ELMBRIDGE WAY, RICHMOND, BC, V7C 4N1

(the "Owner")

AND:

CITY OF RICHMOND, a municipal corporation pursuant to the *Local Government Act* and having its offices at 6911 No. 3 Road, Richmond, British Columbia, V6Y 2C1

(the "City")

WHEREAS:

- A. Capitalized terms used in these Recitals and in this Agreement shall have the meanings ascribed in Section 1.1;
- B. Section 483 of the *Local Government Act* permits the City to enter into and, by legal notation on title, note on title to lands, housing agreements which may include, without limitation, conditions in respect to the form of tenure of housing units, availability of housing units to classes of persons, administration of housing units and rent which may be charged for housing units;
- C. The Owner is the registered owner of the Lands (as hereinafter defined); and
- D. The Owner and the City wish to enter into this Agreement (as herein defined) to provide for affordable housing on the terms and conditions set out in this Agreement,

NOW THEREFORE in consideration of \$10.00 and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by both parties), and in consideration of the promises exchanged below, the Owner and the City covenant and agree as follows:

ARTICLE 1 DEFINITIONS AND INTERPRETATION

- 1.1 In this Agreement the following words have the following meanings:
 - (a) "Affordable Housing Strategy" means the Richmond Affordable Housing Strategy approved by the City on March 12, 2018, and containing a number of recommendations, policies, directions, priorities, definitions and annual targets for affordable housing, as may be amended or replaced from time to time;
 - (b) "Affordable Housing Unit" means a Dwelling Unit or Dwelling Units designated as such in accordance with a building permit and/or development permit issued by the City and/or, if applicable, in accordance with any rezoning consideration applicable to the development on the Lands and includes, without limiting the generality of the foregoing, the Dwelling Unit charged by this Agreement, and "Affordable Housing Units" means collectively each Affordable Housing Unit in the Development;
 - (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;
 - (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) "Common Amenities" means all indoor and outdoor areas, recreational facilities and amenities that are designated for common use of all residential occupants of the Development, or all Tenants of Affordable Housing Units in the Development, through the Development Permit process, including without limitation visitor parking, the required affordable housing parking and electric vehicle charging stations, loading bays, bicycle storage, outdoor recreation facilities, children's play area, and related access routes;
 - (i) "CPI" means the All-Items Consumer Price Index for Vancouver, British Columbia, published from time to time by Statistics Canada, or its successor in function;
 - (j) "Daily Amount" means \$100.00 per day as of January 1, 2019 adjusted annually thereafter by adding thereto an amount calculated by multiplying \$100.00 by the percentage change in the CPI since January 1, 2019, to January 1 of the year that a

written notice is delivered to the Owner by the City pursuant to section 6.1 of this Agreement. In the absence of obvious error or mistake, any calculation by the City of the Daily Amount in any particular year shall be final and conclusive;

- "Development" means the residential development to be constructed on the (k) Lands:
- "Development Permit" means the development permit authorizing development (1)on the Lands, or any portion(s) thereof;
- "Director, Community Social Development" means the individual appointed to (m)be the Director, Community Social Development from time to time of the Community Services Department of the City and his or her designate;
- "Dwelling Unit" means a residential dwelling unit or units located or to be (n) 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;
- "Eligible Tenant" means a Family having a cumulative annual income of: (0)
 - in respect to a two-bedroom unit, \$46,800.00 or less; or (i)
 - in respect to a three or more bedroom unit, \$58,050.00 or less (ii)

provided that, commencing January 1, 2019, the annual incomes set-out above shall be adjusted annually on January 1st 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;

- "Family" means: (p)
 - (i) a person;
 - two or more persons related by blood, marriage or adoption; or (ii)
 - a group of not more than 6 persons who are not related by blood, marriage (iii) or adoption
- "GST" means the Goods and Services Tax levied pursuant to the Excise Tax Act, (q) R.S.C., 1985, c. E-15, as may be replaced or amended from time to time; Housing Agreement (Section 483 Local Government Act)

10140, 10160, 10180 No. 1 Road and 4051, 4068 Cavendish Drive (Lot A)

Application No. RZ 18-820669 Bylaw No.10156

- (r) **"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;
- (s) *"Interpretation Act"* means the *Interpretation Act*, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;
- (t) *"Land Title Act"* means the *Land Title Act*, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;
- (u) "Lands" means certain lands and premises legally described as PID: No Pid, Lot A, Section 35 Block 4 North Range 7 West New Westminster District Plan EPP119030, as may be Subdivided from time to time, and including a Building or a portion of a Building;
- (v) *"Local Government Act"* means the *Local Government Act*, R.S.B.C. 2015, Chapter 1, together with all amendments thereto and replacements thereof;
- (w) "LTO" means the New Westminster Land Title Office or its successor;
- (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) "Parking Operator" means one of (i) the Owner, or (ii) any other company or entity, to whom the Owner grants a long-term lease over all (and not only some) of the parking spaces in the Development in order to facilitate the use, operation and management of the parking spaces, and the Parking Operator may be related or unrelated to the Owner;
- (z) "Permitted Rent" means no greater than:
 - (i) \$1,218.00 (exclusive of GST) a month for a two-bedroom unit; and
 - (ii) \$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 1st 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*. Notwithstanding anything to the contrary contained in the *Residential Tenancy Act* or the *Residential Tenancy Regulation*, the foregoing cap on the increase to Permitted Rent to that permitted by the *Residential Tenancy Act* shall apply to the annual calculation of the maximum Permitted Rent independent of any exemption status of the Owner (i.e. non-profit housing society). 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;

- (aa) "*Real Estate Development Marketing Act*" means the *Real Estate Development Marketing Act*, S.B.C. 2004, Chapter 41, together with all amendments thereto and replacements thereof;
- (bb) "*Residential Tenancy Act*" means the *Residential Tenancy Act*, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof;
- (cc) "*Residential Tenancy Regulation*" means the Residential Tenancy Regulation, B.C. Reg. 477/2003, together with all amendments thereto and replacements thereof;
- (dd) "Strata Property Act" means the Strata Property Act S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof;
- (ee) "Subdivide" means to divide, apportion, consolidate or subdivide the Lands, or the ownership or right to possession or occupation of the Lands into two or more lots, strata lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise, under the *Land Title Act*, the *Strata Property Act*, or otherwise, and includes the creation, conversion, organization or development of "cooperative interests" or "shared interest in land" as defined in the *Real Estate Development Marketing Act*;
- (ff) **"Tenancy Agreement"** means a tenancy agreement, lease, license or other agreement granting rights to occupy an Affordable Housing Unit; and
- (gg) **"Tenant"** means an occupant of an Affordable Housing Unit by way of a Tenancy Agreement.
- 1.2 In this Agreement:
 - (a) reference to the singular includes a reference to the plural, and *vice versa*, unless the context requires otherwise;
 - (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
 - (c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;

- (d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
- (e) any reference to any enactment is to the enactment in force on the date the Owner signs this Agreement, and to subsequent amendments to or replacements of the enactment;
- (f) the provisions of section 25 of the *Interpretation Act* with respect to the calculation of time apply;
- (g) time is of the essence;
- (h) all provisions are to be interpreted as always speaking;
- (i) reference to a "party" is a reference to a party to this Agreement and to that party's respective successors, assigns, trustees, administrators and receivers. Wherever the context so requires, reference to a "party" also includes an Eligible Tenant, agent, officer and invitee of the party;
- (j) reference to a "day", "month", "quarter" or "year" is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the case may be, unless otherwise expressly provided;
- (k) where the word "including" is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word "including"; and
- (1) the terms "shall" and "will" are used interchangeably and both will be interpreted to express an obligation. The term "may" will be interpreted to express a permissible action

ARTICLE 2 USE AND OCCUPANCY OF AFFORDABLE HOUSING UNITS

- 2.1 The Owner agrees that each Affordable Housing Unit may only be used as a permanent residence occupied by one Eligible Tenant. An Affordable Housing Unit must not be occupied by the Owner, the Owner's family members (unless the Owner's family members qualify as Eligible Tenants), or any tenant or guest of the Owner, other than an Eligible Tenant. For the purposes of this Article, "permanent residence" means that the Affordable Housing Unit is used as the usual, main, regular, habitual, principal residence, abode or home of the Eligible Tenant.
- 2.2 Within 30 days after receiving notice from the City, the Owner must, in respect of each Affordable Housing Unit, provide to the City a statutory declaration, substantially in the form (with, in the City Solicitor's discretion, such further amendments or additions as deemed necessary) attached as Appendix A, sworn by the Owner (or in the case of a corporate owner: the director, officer or authorized signatory of the Owner), containing

all of the information required to complete the statutory declaration. The City may request such statutory declaration in respect to each Affordable Housing Unit no more than once in any calendar year; provided, however, notwithstanding that the Owner may have already provided such statutory declaration in the particular calendar year, the City may request and the Owner shall provide to the City such further statutory declarations as requested by the City in respect to an Affordable Housing Unit if, in the City's absolute determination, the City believes that the Owner is in breach of any of its obligations under this Agreement.

- 2.3 The Owner hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.
- 2.4 The Owner agrees that notwithstanding that the Owner may otherwise be entitled, the Owner will not:
 - (a) be issued with a Development Permit unless the Development Permit includes the Affordable Housing Units;
 - (b) be issued with a Building Permit unless the Building Permit includes the Affordable Housing Units; and
 - (c) occupy, nor permit any person to occupy any Dwelling Unit or any portion of any building, in part or in whole, constructed on the Lands and the City will not be obligated to permit final or provisional occupancy of any Dwelling Unit or building constructed on the Lands until all of the following conditions are satisfied:
 - (i) the Affordable Housing Units and related uses and areas have been constructed in accordance with this Agreement, the Housing Covenant, the Development Permit, the Building Permit, and any applicable City bylaws, rules or policies, to the satisfaction of the City;
 - (ii) the Affordable Housing Units have received final building permit inspection granting provisional or final occupancy of the Affordable Housing Units; and
 - (iii) the Owner is not otherwise in breach of any of its obligations under this Agreement or any other agreement between the City and the Owner in connection with the Affordable Housing Units, any facilities for the use of the Affordable Housing units, including parking, and any shared amenities.
- 2.5 Notwithstanding anything to the contrary contained in the *Residential Tenancy Act* or the *Residential Tenancy Regulation*, the Owner will, for so long as the Affordable Housing Units remain located on the Lands, comply with sections 41 [Rent increases], 42 [Timing and notice of rent increases] and 43 [Amount of rent increase] of the *Residential Tenancy*

Act, as such sections may be amended or replaced from time to time, with respect to rent increases for Tenants.

ARTICLE 3

DISPOSITION AND ACQUISITION OF AFFORDABLE HOUSING UNITS

- 3.1 The Owner will not permit an Affordable Housing Unit to be subleased, or the Affordable Housing Unit Tenancy Agreement to be assigned, except as required under the *Residential Tenancy Act*.
- 3.2 The Owner will not permit an Affordable Housing Unit to be used for short term rental purposes (being rentals for periods shorter than 30 days), or any other purposes that do not constitute a "permanent residence" of a Tenant or an Eligible Tenant.
- 3.3 If this Housing Agreement encumbers more than one Affordable Housing Unit, the following will apply:
 - (a) the Owner will not, without the prior written consent of the City, sell or transfer less than all of the Affordable Housing Units located in the Development in a single or related series of transactions, with the result that when the purchaser or transferee of the Affordable Housing Units becomes the owner, the purchaser or transferee will be the legal and beneficial owner of not less than all of the Affordable Housing Units in the Development; and
 - (b) the Lands will not be Subdivided such that one or more Affordable Housing Units form their own air space parcel, separate from other Dwelling Units, without the prior written consent of the City.
- 3.4 Subject to the requirements of the *Residential Tenancy Act*, the Owner will ensure that each Tenancy Agreement:
 - (a) includes the following provision:

"By entering into this Tenancy Agreement, the Tenant hereby consents and agrees to the collection of the below-listed personal information by the Landlord and/or any operator or manager engaged by the Landlord and the disclosure by the Landlord and/or any operator or manager engaged by the Landlord to the City of Richmond (the "City") and/or the Landlord, as the case may be, of the following personal information which information will be used by the City to verify and ensure compliance by the Owner with the City's strategy, policies and requirements with respect to the provision and administration of affordable housing within the municipality and for no other purpose, each month during the Tenant's occupation of the Affordable Housing Unit:

- (i) a statement of the Tenant's annual income once per calendar year;
- (ii) the number of occupants of the Affordable Housing Unit;

- (iii) the number of occupants of the Affordable Housing Unit under 18 years of age;
- (iv) the number of occupants of the Affordable Housing Unit who are "seniors" as that term is currently defined by the City;
- (v) a statement of before tax employment income for all occupants over 18 years of age; and
- (vi) the total income for all occupants of the Affordable Housing Unit;"
- (b) defines the term "Landlord" as the Owner of the Affordable Housing Unit; and
- (c) includes a provision requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement.
- 3.5 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 all of the Affordable Housing Units in accordance with this Agreement and in accordance with the Housing Covenant. All Affordable Housing Units owned by the Owner must be managed and operated by one non-profit organization.

Without limiting the foregoing, the non-profit organization retained pursuant to this section 3.4 must have as one of its prime objectives the operation of affordable housing. At the request of the City, from time to time, the Owner shall deliver to the City a copy the agreement (fully signed and current) with the non-profit organization, to evidence the Owner's compliance with this Section 3.4.

- 3.6 If the Owner sells or transfers any Affordable Housing Units, the Owner will notify the City Solicitor of the sale or transfer within three (3) days of the effective date of sale or transfer.
- 3.7 The Owner must not rent, lease, license or otherwise permit occupancy of any Affordable Housing Unit except to an Eligible Tenant and except in accordance with the following additional conditions:
 - (a) the Affordable Housing Unit will be used or occupied only pursuant to a Tenancy Agreement;
 - (b) the monthly rent payable for the Affordable Housing Unit will not exceed the Permitted Rent applicable to that class of Affordable Housing Unit;
 - (c) the Owner will allow the Tenant and any permitted occupant and visitor to have full access to and use and enjoy all Common Amenities in the Development and will not Subdivide the Lands unless all easements and rights of way are in place to secure such use;

- (d) the Owner will not require the Tenant or any permitted occupant to pay any of the following:
 - (i) move-in/move-out fees;
 - (ii) strata fees;
 - (iii) strata property contingency reserve fees;
 - (iv) extra charges or fees for use of any Common Amenities, common property, limited common property, or other common areas, facilities or amenities, including without limitation parking, bicycle storage, electric vehicle charging stations or related facilities;
 - (v) extra charges for the use of sanitary sewer, storm sewer, or water; or
 - (vi) property or similar tax;

provided, however, that if the Affordable Housing Unit is a strata unit and the following costs are not part of strata or similar fees, an Owner may charge the Tenant the Owner's cost, if any, of:

- (vii) providing cable television, telephone, other telecommunications, or electricity fees (including electricity fees and charges associated with the Tenant's use of electrical vehicle charging infrastructure); and
- (viii) installing electric vehicle and/or bicycle charging infrastructure (in excess of that pre-installed by the Owner at the time of construction of the Development), by or on behalf of the Tenant;
- (e) the Owner will attach a copy of this Agreement to every Tenancy Agreement;
- (f) the Owner will include in the Tenancy Agreement a clause requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement;
- (g) subject to any contrary provisions of the *Residential Tenancy Act*, 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(o) of this Agreement;
 - (iii) the Affordable Housing Unit is occupied by more than the number of people the City determines can reside in the Affordable Housing Unit

given the number and size of bedrooms in the Affordable Housing Unit and in light of any relevant standards set by the City in any bylaws of the City;

- (iv) the Affordable Housing Unit remains vacant for three (3) consecutive months or longer, notwithstanding the timely payment of rent; and/or
- (v) the Tenant subleases the Affordable Housing Unit or assigns the Tenancy Agreement in whole or in part,

and in the case of each breach, the Owner hereby agrees with the City to forthwith provide to the Tenant a notice of termination. Except for section 3.7(g)(ii) of this Agreement [Termination of Tenancy Agreement if Annual Income of Tenant rises above amount prescribed in section 1.1(o) of this Agreement], the notice of termination shall provide that the termination of the tenancy shall be effective 30 days following the date of the notice of termination. In respect to section 3.7(g)(ii) of this Agreement, termination shall be effective on the day that is six (6) months following the date that the Owner provided the notice of termination to the Tenant;

- (h) the Tenancy Agreement will identify all occupants of the Affordable Housing Unit and will stipulate that anyone not identified in the Tenancy Agreement will be prohibited from residing at the Affordable Housing Unit for more than 30 consecutive days or more than 45 days total in any calendar year; and
- (i) the Owner will forthwith deliver a certified true copy of the Tenancy Agreement to the City upon demand.
- 3.8 If the Owner has terminated the Tenancy Agreement, then the Owner shall use best efforts to cause the Tenant and all other persons that may be in occupation of the Affordable Housing Unit to vacate the Affordable Housing Unit on or before the effective date of termination.
- 3.9 The Owner shall not impose any age-based restrictions on Tenants of Affordable Housing Units, unless expressly permitted by the City in writing in advance.
- 3.10 The Owner acknowledges its duties not to discriminate with respect to tenancies and agrees to comply with the *Human Rights Code* (BC) with respect to tenancy matters, including tenant selection for the Affordable Housing Units.

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, or imposes age-based restrictions on Tenants of Affordable Housing Units, will have no force and effect, unless expressly approved by the City in writing in advance.
- 5.3 No strata corporation shall pass any bylaws preventing, restricting or abridging the use of the Affordable Housing Units as rental accommodation.
- 5.4 No strata corporation shall pass any bylaw or approve any levies which would result in only the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit (and not include all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units) paying any extra charges or fees for the use of any Common Amenities, common property, limited common property or other common areas, facilities, or indoor or outdoor amenities, if any, of the strata corporation.
- 5.5 No strata corporation shall pass any bylaws or approve any levies, charges or fees which would result in the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit paying for the use of parking, bicycle storage, electric vehicle charging stations or related facilities contrary to section 3.7(d). Notwithstanding the foregoing, the strata corporation may levy such parking, bicycle storage, electric vehicle charging stations or other related facilities charges or fees on all the other owners, tenants, and 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 and/or bicycle charging stations by the Owner or any Tenant are excluded from this provision.

5.6 The strata corporation shall not pass any bylaw or make any rule which would restrict the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit from using and enjoying any Common Amenities, common property, limited common property or other common areas, facilities or amenities of the strata corporation except on the same basis that governs the use and enjoyment of these facilities by all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units.

ARTICLE 6 DEFAULT AND REMEDIES

- 6.1 The Owner agrees that, in addition to any other remedies available to the City under this Agreement or the Housing Covenant or at law or in equity, if:
 - (a) an Affordable Housing Unit is used or occupied in breach of this Agreement;
 - (b) an Affordable Housing Unit is rented at a rate in excess of the Permitted Rent;
 - (c) an Affordable Housing Unit is operated and maintained by an entity that is not a non-profit organization acceptable to the City (as contemplated in Section 3.5); 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 (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 of the strata corporation stored in the LTO; and
- (c) where the Lands have not yet been Subdivided to create the separate parcels to be charged by this Agreement, the City may file a notice of this Agreement in the LTO against the title to the Lands. If this Agreement is filed in the LTO as a notice under section 483 of the *Local Government Act* prior to the Lands having been Subdivided, then after the Lands are Subdivided, this Agreement will secure only the legal parcels which contain the Affordable Housing Units.

The City will partially discharge this Agreement accordingly, provided however that:

- (i) the City has no obligation to execute such discharge until a written request therefor from the Owners is received by the City, which request includes the registrable form of discharge;
- the cost of the preparation of the aforesaid discharge, and the cost of registration of the same in the Land Title Office is paid by the Owners;
- (iii) the City has a reasonable time within which to execute the discharge and return the same to the Owners for registration; and
- (iv) the Owners acknowledge that such discharge is without prejudice to the indemnity and release set forth in Section 7.5.

The Owner acknowledges and agrees that notwithstanding a partial discharge of this Agreement, this Agreement will be and remain in full force and effect and, but for the partial discharge, otherwise unamended.

7.2 No Compensation

The Owner acknowledges and agrees that no compensation is payable, and the Owner is not entitled to and will not claim any compensation from the City, for any decrease in the market value of the Lands or for any obligations on the part of the Owner and its successors in title which at any time may result directly or indirectly from the operation of this Agreement.

7.3 Modification

Subject to section 7.1 of this Agreement, this Agreement may be modified or amended from time to time, by consent of the Owner and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City and the Owner.

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.

The Owner further covenants and agrees that it will vote as owner of the Affordable Housing Units, in any applicable annual general meetings or special general meetings of the strata corporation, to ensure that the Common Amenities are maintained in a good state of repair by the strata corporation which includes the Affordable Housing Units and any of the Common Amenities, and/or the Parking Operator, as applicable.

Notwithstanding the foregoing, the Owner acknowledges and agrees that the City, in its absolute discretion, may require the Owner, at the Owner's expense, to hire a person or company with the skill and expertise to manage the Affordable Housing Units.

7.5 Indemnity

The Owner will indemnify and save harmless the City and each of its elected officials, officers, directors, and agents, and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, actions, loss, damage, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:

- (a) any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;
- (b) the City refusing to issue a development permit, building permit or refusing to permit occupancy of any Building, or any portion thereof, constructed on the Lands, arising out of or in connection, directly or indirectly, or that would not or could not have occurred "but for" this Agreement;
- (c) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Affordable Housing Unit or the enforcement of any Tenancy Agreement; and/or
- (d) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

7.6 Release

The Owner hereby releases and forever discharges the City and each of its elected officials, officers, directors, and agents, and its and their heirs, executors, administrators,

personal representatives, successors and assigns, from and against all claims, demands, damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for the:

- (a) construction, maintenance, repair, ownership, lease, license, operation or management of the Lands or any Affordable Housing Unit under this Agreement;
- (b) the City refusing to issue a development permit, building permit or refusing to permit occupancy of any Building, or any portion thereof, constructed on the Lands arising out of or in connection, directly or indirectly, or that would not or could not have occurred "but for" this Agreement; and/or
- (c) the exercise by the City of any of its rights under this Agreement or an enactment.

7.7 Survival

The obligations of the Owner set out in this Agreement, including but not limited to Sections 7.5 and 7.6 above, will survive termination or discharge of this Agreement.

7.8 **Priority**

The Owner will do everything necessary, at the Owner's expense, to ensure that this Agreement, if required by the City Solicitor, will be noted against title to the Lands in priority to all financial charges and encumbrances which may have been registered or are pending registration against title to the Lands save and except those specifically approved in advance in writing by the City Solicitor or in favour of the City, and that a notice under section 483(5) of the *Local Government Act* will be filed on the title to the Lands.

7.9 City's Powers Unaffected

This Agreement does not:

- (a) affect or limit the discretion, rights, duties or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Lands;
- (b) impose on the City any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;
- (c) affect or limit any enactment relating to the use or subdivision of the Lands; or
- (d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.

7.10 Agreement for Benefit of City Only

The Owner and the City agree that:

- (a) this Agreement is entered into only for the benefit of the City;
- (b) this Agreement is not intended to protect the interests of the Owner, any Tenant, or any future owner, lessee, occupier or user of the Lands or the building or any portion thereof, including any Affordable Housing Unit; and
- (c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.

7.11 No Public Law Duty

Where the City is required or permitted by this Agreement to form an opinion, exercise a discretion, express satisfaction, make a determination or give its consent, the Owner agrees that the City is under no public law duty of fairness or natural justice in that regard and agrees that the City may do any of those things in the same manner as if it were a private party and not a public body.

7.12 Notice

Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered, to the postal address of the Owner set out in the records at the LTO, and in the case of the City addressed:

To: Clerk, City of Richmond 6911 No. 3 Road Richmond, BC V6Y 2C1

Copy to: City Solicitor, and the Director, Community Social Development

or to the most recent postal address provided in a written notice given by each of the parties to the other. Any notice which is delivered is to be considered to have been given on the first day after it is dispatched for delivery.

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, other than with respect to Section 2.4 hereof where the Housing Covenant prevails, 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.

[The Remainder of This Page is Intentionally Blank]

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

CAVENDISH DRIVE HOLDINGS LTD. (INC. NO. BC1323785) by its authorized signatory(ies):

Per: Kust Conot-S-Name: KUSH PAHATCH

Per: ______Name:

CITY OF RICHMOND

by its authorized signatory(ies):

Per:

Malcolm D. Brodie, Mayor

Per:

Claudia Jesson, Corporate Officer

CITY OF

RICHMOND APPROVED for content by originating dept.

Legal Advice

DATE OF COUNCIL APPROVAL (if applicable)

Appendix A to Housing Agreement

STATUTORY DECLARATION (Affordable Housing Units)

IN THE MATTER OF Unit Nos (collectively, the " Affordable Housing Units ") loc at	cated					
(street address), British Columbia, and Housing						
Agreement dated, 20,	_ (the					
"Housing Agreement") between						
	and					
the City of Richmond (the "City")						
	IN THE MATTER OF Unit Nos (collectively, the "Affordable Housing Units") loc at (<i>street address</i>), British Columbia, and Housing Agreement dated, 20 "Housing Agreement") between the City of Richmond (the "City")					

l,	- (1011
of (address) i	n fhe

Province

of British Columbia, DO SOLEMNLY DECLARE that:

- □ I am the registered owner (the "**Owner**") of the Affordable Housing Units; *or*,
- □ I am a director, officer, or an authorized signatory of the Owner and I have personal knowledge of the matters set out herein;

This declaration is made pursuant to the terms of the Housing Agreement in respect of the Affordable Housing Units for each of the 12 months for the period from January 1, 20_____ to December 31, 20_____ (the "**Period**");

- To the best of my knowledge, continuously throughout the Period:
- a) the Affordable Housing Units, if occupied, were occupied only by Eligible Tenants (as defined in the Housing Agreement); and
- b) the Owner of the Affordable Housing Units complied with the Owner's obligations under the Housing Agreement and any housing covenant(s) registered against title to the Affordable Housing Units;

To the best of my knowledge, the information set out in the table attached as Appendix A hereto (the "Information Table") in respect of each of the Affordable Housing Units is current and accurate as of the date of this declaration; and

I obtained the prior written consent from each of the occupants of the Affordable Housing Units named in the Information Table to: (i) collect the information set out in the Information Table, as such information relates to the Affordable Housing Unit occupied by such occupant/resident; and (ii) disclose such information to the City, for purposes of complying with the terms of the Housing Agreement.

And 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 by virtue of the *Canada Evidence Act*.

DECLARED BEFORE ME at)
in the Province of British Columbia,	·)
Canada, this day of)
, 20)
)
A Notary Public and a Commissioner for taking Affidavits in and for the Province of British Columbia))

Declarations should be signed, stamped, and dated and witnessed by a lawyer, notary public, or commissioner for taking affidavits.

Page 23

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Housing Agreement (Section 483 Local Government Act) 10140, 10160, 10180 No. 1 Road and 4051, 4068 Cavendish Drive (Lot A) Application No. RZ 18-820669 Bylaw No.10156 RZ Consideration # 12





Development Permit Panel Wednesday, October 25, 2023

Time: 3:30 p.m.

Place: Remote (Zoom) Meeting

Present: John Irving, General Manager, Engineering and Public Works, Acting Chair Milton Chan, Director, Engineering James Cooper, Director, Building Approvals

The meeting was called to order at 3:30 p.m.

MINUTES

It was moved and seconded That the minutes of the meeting of the Development Permit Panel held on October 12, 2023 be adopted.

CARRIED

1. DEVELOPMENT PERMIT 17-790086 (REDMS No. 6165570)

APPLICANT: Jhujar Construction Ltd.

PROPERTY LOCATION: 9291 and 9311/9331 No. 2 Road

INTENT OF PERMIT:

Permit the construction of 12 townhouse units and one secondary suite at 9291 and 9311/9331 No. 2 Road on a site zoned "Low Density Townhouses (RTL4)" with vehicle access provided via 9211 No. 2 Road.

Applicant's Comments

Zubin Billimoria, DF Architecture, with the aid of a visual presentation (attached to and forming part of these minutes as <u>Schedule 1</u>), provided background information on the proposed development, highlighting the following:

- the proposed development includes 12 townhouse units in five buildings separated by a north-south internal drive aisle;
 - the heights of the two front buildings along No. 2 Road step down from three-storeys
- to two-storeys along the side property lines to provide an appropriate interface with adjacent residential developments;
- two-storey rear units are proposed along the west property line adjacent to single-family homes;
- the proposal includes two convertible units and one secondary suite;

the proposed vehicle access to the subject site is through the driveway of the adjacent townhouse development to the north (9211 No. 2 Road), which has an existing Statutory Right-of-Way registered over its drive aisle to provide shared vehicle access to the subject site;

- a garbage, recycling and organic waste enclosure is incorporated into Building 1 at the northwest corner of the subject site;
- a centrally located common outdoor amenity space is provided for the subject site;
- a walkway is proposed from No. 2 Road to provide direct pedestrian access to the internal drive aisle through the common outdoor amenity space;

grade changes are proposed along the edges of the subject site to provide an appropriate interface with existing residential developments; however, there will be no grade changes along the west property line and on the southeast corner to protect trees identified for retention; and

the proposed architectural style and materials palette fit well with the neighbourhood context and provide visual interest.

Joseph Fry, Hapa Collaborative, briefed the Panel on the main landscaping features of the project, noting that (i) fencing, planting, and retaining walls are proposed to differentiate private and public areas in the subject site and to provide privacy to adjacent residential developments, (ii) drought tolerant planting is proposed, (iii) the existing grade is maintained along the Statutory Right-of-Way on the west property line and on the southwest corner to provide an appropriate interface with the adjacent single-family homes and to protect existing trees identified for retention, and (iv) the significant English Oak tree located on the No. 2 Road frontage will be retained and protected and amenity features will be incorporated around the tree and integrated with the proposed children's play area.

Staff Comments

Joshua Reis, Acting Director, Development, noted that (i) the development includes two convertible units and one ground level secondary suite, (ii) the proposed buildings have been designed to comply with the BC Energy Step Code Level 3 with Low Carbon Energy System, (iii) there is a Servicing Agreement associated with the project for utility and servicing connections and frontage improvements along the No. 2 Road frontage, and (iv) the applicant has taken significant measures to retain the English Oak tree along No. 2 Road.

Panel Discussion

In reply to queries from the Panel, the applicant noted that (i) there is a grade change from the finished floor elevation of the rear units to the west property line and retaining walls are proposed in the backyards of these units, (ii) the proposed garbage, recycling and organic waste station is fully enclosed with a roof on top and is integrated with Building 1, (iii) there is a fire separation wall between the garbage, recycling and organic waste enclosure and Unit A of Building 1, (iii) the solid wood fence along the north property line will provide screening for the garbage, recycling and organic waste enclosure, (iv) there is adequate manoeuvring space for the garbage truck along the internal drive aisles on the subject site and on the adjacent townhouse development to the north, (v) a new fire hydrant along the internal drive aisle will be installed in addition to the existing fire hydrant in front of the entrance to the pedestrian walkway along No. 2 Road, and (vi) the project's Fire Truck Access Plan has been submitted to the City's Fire Department.

Gallery Comments

Winton Lo, 9211 No. 2 Road, stated that he is a member of the strata council of the neighbouring townhouse development to the north and expressed concern regarding (i) the shared use of their drive aisle with the proposed development to the south, (ii) the legal fees with respect to the proposed legal agreement on the shared use of the drive aisles and cost sharing for their maintenance, and (iii) gaps in communication between the two parties to the proposed agreement.

Jas Johal, Project Manager, accompanied by Satnam Johal, Owner, noted that their legal counsel had communicated with the neighbouring strata several times as per the City's advice to discuss the shared use of the drive aisles with the neighbouring strata and will continue to work with the neighbouring strata.

Rajan Cheema, 9211 No. 2 Road, stated that he is a member of the neighbouring strata council and expressed concern regarding (i) funding for the legal fees incurred by their strata council, (ii) the safety of children playing as a result of the shared use of the drive aisles, and (iii) the rationale for the proposed development not having their own driveway access to/from No. 2 Road.

In reply to the concern of Mr. Cheema regarding the shared use of the driveway at 9211 No. 2 Road with the proposed development, Mr. Reis noted that (i) it is City policy to reduce the number of driveway access to major arterial roads in order to lessen the number of vehicular conflict points along the City's arterial roads, (ii) at the time of rezoning for the property at 9211 No. 2 Road, a Statutory Right-of-Way was registered that would grant vehicle access to the subject site, (iii) the SRW was registered on the common property and individual titles of all the units at 9211 No. 2 Road, (iv) the shared use for the drive aisles was envisioned at time of rezoning of the subject property and the property at 9211 No. 2 Road, and (v) the City's Transportation Department has reviewed the proposed development and noted that the drive aisle at 9211 No. 2 Road is sufficient for shared use and safe for two-way vehicle traffic.

Further discussion ensued regarding the impact of shared driveway access for the adjacent property to the north at 9211 No. 2 Road with the proposed development and as a result of the discussion, staff were advised to refer Mr. Cheema to the City's Transportation staff for a more detailed response.

Correspondence

Yatsun Chan, 9326 Laka Drive (Schedule 2)

In reply to Mr. Chan's concern regarding the excessive height and growth of trees along the west property line of the subject site that encroach into their backyard, Mr. Reis noted that the hedgerow along the shared property line has been identified for retention and protection and its maintenance is a shared responsibility of the developer of the proposed development and the owners of the adjacent properties to the west.

Francis Chan, 9211 No. 2 Road (Schedule 3)

Mr. Reis noted that the concerns expressed by Mr. Chan have already been discussed in the meeting.

Rajam Cheema, 9211 No. 2 Road (Schedule 4)

Mr. Reis noted that the letter from Mr. Cheema was a request to delegate at the Panel's meeting.

Panel Discussion

The Panel expressed support for the proposal, noting that (i) the design of the project is well thought out, (ii) the form and character of the project fit well with the neighbourhood, and (iii) the applicant's efforts to provide appropriate interface with adjacent developments through site grading are appreciated.

In addition, the Panel encouraged the applicant and the neighbouring strata to continue with their negotiations for a legal agreement on the shared use of driveways. Also, the Panel noted that the applicant needs to ensure that the proposed heat pumps are appropriately located to avoid potential noise pollution.
Panel Decision

It was moved and seconded

That a Development Permit be issued which would permit the construction of 12 townhouse units and one secondary suite at 9291 and 9311/9331 No. 2 Road on a site zoned "Low Density Townhouses (RTL4)" with vehicle access provided via 9211 No. 2 Road.

CARRIED

2. New Business

None.

3. Date of Next Meeting: November 16, 2023

ADJOURNMENT

It was moved and seconded *That the meeting adjourn (4:12 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 25, 2023.

John Irving Acting Chair Rustico Agawin Committee Clerk Schedule 1 to the Minutes of the Panel on Wednesday, Permit October 25, 2023 held Development meeting

TOWNHOUSE DEVELOPMENT

CIVIC ADDRESS: 9291 & 9311 NO. 2 ROAD, RICHMOND B.C.

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TABLE

- A-310 - A-509

A-001 A-100 A-101 A-101 A-102 A-201 A-401 A-401 A-501

2) SOUTH HALF LOT 17 EXCEPT: PART SUBDIVIDED BY PLAN 70853, BLOCK 19' SECTION 25 BLOCK 4 NORTH RANCE 7 WEST NEW WESTMINISTER DISTRICT PLAN 1353 1) NORTH HALF LOT 17 EXCEPT: PART SUBDIVIDED BY PLAN 60236; LEGAL DESCRIPTION:



ARCHITECTURAL:

ARBORIST:

ENERGY:



CNCL - 327



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CONTEXT PHOTOS

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NO.2 ROAD

STREETSCAPE AT NO.2 ROAD

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PROPOSED DEVELOPMENT

NEIGHBORING, TOWNHOUSE, DEVELOPMEN.

NEIGHBORING SINGLE FAMILY RESIDENTIAL (SOUTH)

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CONTEXT PLAN

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SOUTHEAST VIEW

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CNCL - 329







NOTES:







DAOR S.ON

KEY PLAN

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B° CONCRETE HEADER & SILL

GARAGE DOOR - PAINTED METAL WITH GLAZING BOWMAN MODE 712-20 74155

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VINYL, FRAMED WINDOWS WITH 2x6 HARDIE TRIM

SERVICE DOOR - PAINTED METAL

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HARDIE-PANEL SIDING WITH BATTENS

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- FACE BRICK (3-1/2" x 7-1/2") COLOR : PEWTER BRAND : MUTUAL MATERIALS 10
- VINYL FRAMED WINDOWS WITH 2x6 TRIM PREFIINSHED BLACK VINYL FRAME

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12x12 BUILT-UP COLUMN W/ HARDIE PANEL SIDING BENJAMIN MOORE 2128-20 "ABYSS"

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MATERIAL BOARD

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 HARDIE PANEL WITH BATTENS
 ENTRANCE, SERVICE
 GARAGE DOORS

COLOR: BENJAMIN MOORE HC-170 - STONINGTON • STUCCO

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NOTES:









Landscape Architecture

MULTI-UNIT DEVELOPMENT: 9292 & 9311 NO. 2 ROAD

October 25, 2023

Landscape Architecture Urban Design

403 – 375 West Fifth Avenue Vancouver BC V5Y 1J6

403 – 375 West Fifth Avenue Vancouver BC V5Y 1J6

Landscape Architecture Urban Design



Contents

- Landscape Rationale Illustrative Site Plan
 - **Overall Site Plan**
- Landscape Planting Plan Landscape Lighting Plan
- 8 1 9 2 3

Landscape Rationale

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Privacy of Adjacent Homes:

The landscape plan for the property provides a hierarchy of fencing, planting and retaining walls to distinguish public and private areas of the site, and preserve the privacy of adjacent residential homes.

Multi-Unit Development: 9291 & 9311 No. 2 Road October 25, 2023



Streetscape Treatment

The streetscape treatment along No. 2 Road includes a larw boulevard at the back of curb consistent with adjacent new development to the north and south, along with street tree planting, per the City of Richmond recommendation. Brick pilasters, aluminum fencing and gates are proposed at the property line edge to provide definition of public and private spaces, and low fencing is proposed between limited common property yard areas. Special paving is used at the edges of the interior road to limit the visual impact of asphalt and ad ecorative treatment to the lane for pedestrians.



Private Yards

Each private yard is contained with a combination of low aluminum fencing along No. 2 Road, low wood fencing between units, and higher wood fencing at the property lines. A combination of evergreen and deciduous plant materials are proposed for perimeter planting, foundation planting and accent planting for each unit. HAPA COLLABORATIVE

Landscape Rationale

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Outdoor Amenity Area

The outdoor amenity area includes a combination of play equipment limited to a Play house meeting CSA standards for fall height and fall areas. This is combined with a broader amenity zone that includes a wood deck that cantilevers over the tree protection zone of the oak tree, and a new tire swing in the oak tree that expands play potential into the lower landscape area, while being completely contained from the street. Other amenites include bench seating, decking, special paving, bike parking and the mail kiosk.



Sustainable Landscaping

Design low volume irrigation by installing low volume nozzles and subsurface drip system to reduce water use and increase soil moisture. Install moisture sensor to reduce over watering.

Choose more drought tolerant plants to reduce water use.

LOGO

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Multi-Unit Development: 9291 & 9311 No. 2 Road October 25, 2023

Playhouse with roof and sensory wall

KOMPAN NR0402



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CNCL - 357

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ENTATIVE LIGHT IMAG

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EXAMPLE LIGHT:

Landscape Lighting Plan



Multi-Unit Development: 9291 & 9311 No. 2 Road October 25, 2023

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WALL MOUNTED BOLLARD LIGHT

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NOTES

	Schedule 2 to the Minutes of the Development Permit Panel meeting held on Wednesday, October 25, 2023
From:	YATSUN CHAN\ <chantys@shaw.ca></chantys@shaw.ca>
Sent:	October 14, 2023 4:05 PM
To:	CityClerk
Subject:	Comment on project file : DP 17-790086 by owner of 9326 Laka Drive
Follow Up Flag:	Follow up
Flag Status:	Flagged
Categories:	Rustico

City of Richmond Security Warning: This email was sent from an external source outside the City. Please do not click or open attachments unless you recognize the source of this email and the content is safe.

Dear Sir,

We are the house owner of 9326 Laka Drive, Richmond. Due to time conflict, we will not be able to attend the Development Permit Panel meeting in person on Oct 25, 2023 (at 3:30 pm) for the subject project.

We would like to express our concerns that the few fence trees between their backyard and our backyard brother us a lot. Every two years, we need to trim those tress that grew excessively to our side of the back yard. However, they are so tall that our gardener could not be able to cut them down to reasonably high. We request to developer to properly maintain the height of those fence trees by cutting them down to reasonable height when they develop the site. In the future, the new estate management should also continue to properly maintain those trees.

Thank you and have a nice day.



Schedule 3 to the Minutes of the Development Permit Panel meeting held on Wednesday, October 25, 2023

Date:	OCT	25,2023
tem #	1	
Re:	DP	17-790086

From:	Wan Kit Francis Chan <chanwankitfrancis@yahoo.com.ł< th=""><th>Re: k></th></chanwankitfrancis@yahoo.com.ł<>	Re: k>
Sent:	October 23, 2023 5:28 PM	
То:	CityClerk	
Cc:	Pamela Chan; Rajan Cheema; Quinn Marceil	
Subject:	Notice of Development Permit Panel Meeting/ File DP1	7-790086

City of Richmond Security Warning: This email was sent from an external source outside the City. Please do not click or open attachments unless you recognize the source of this email and the content is safe.

Dear Edwin Lee,

I am one of the council members of Verona Garden at 9211 No.2 Road, Richmond. Verona Garden is the subject of a statutory right of way imposed by the City of Richmond (" the City ") in favour of the development of the lots at 9291 and 9311/9331 (" the 9291 lots") by Jhujar Construction Ltd. (" Jhujar Construction").

The Verona Garden Strata Council has appointed me to be the contact person with Verona Garden's solicitors, Messrs. Synergy Business Lawyers regarding the negotiation with Jhujar Construction on the share cost agreement of the use of the right of way by the occupants of the 9291 lots. I have personal knowledge of the draft share cost agreement proposed by Jhujar Construction and the development of the negotiations.

I would like to let the City of Richmond know that there is yet to be any negotiation on the substantive terms of the costsharing agreement. The current disagreement is on the costs of the legal fees of the negotiations. For your information, Jhujar Construction's solicitors have previously confirmed Jhujar Construction's agreement to pay Verona Garden's legal costs in and about the cost-sharing agreement negotiations but now refused to deposit a sum of \$5,000 with Messrs. Synergy Business Lawyers for the purpose. There has been no progress since October 6th.

Verona Garden is a small community with very limited reserve funds. Almost all owners had no knowledge of the statutory right of way until Jhujar Construction contacted the strata council of Verona Garden on the issue a few years ago. Not only that the cost of the maintenance of the right of way will be a concern but the quiet enjoyment of the common areas would be very much impacted when an addition of 2 dozen or so cars are going to share the right of way of Verona Garden. More alarming to the owners of Verona Garden is that the draft cost-sharing agreement imposed a clause that the same right of way is extended to other lots next to the 9291 lots should Jhujar annex the same in its present or next development.

The right of way has given rise to a sense of unfairness in the Verona Garden community. Without the need to construct an access road to No.2 Road, Jhujar Construction can fully utilize the 9291 lots and can reap huge profits from it, at the expense of the Verona Garden community's quiet enjoyment of their properties. Yet, the community now has to take the trouble to instruct solicitors to negotiate and in an unfortunate event, to pay legal expenses (at least part) for a matter that does not benefit them.

I would very much appreciate it if you could let us know why there is a statutory right of way in the first place, what benefit it gives to the community at large and how does it on balance override the quiet enjoyment of their properties of the Verona Garden community.

Yours faithfully,

Francis Chan


Schedule 4 to the Minutes of the Permit Panel Development To Development Permit Panel meeting held on Wednesday, Date: October 25, 2023 DP 17-790086 rajan.cheema@gmail.com From: October 23, 2023 7:48 PM Sent: Wan Kit Francis Chan To: CityClerk; Pamela Chan; Quinn Marceil Cc: Subject: Re: Notice of Development Permit Panel Meeting/ File DP17-790086

City of Richmond Security Warning: This email was sent from an external source outside the City. Please do not click or open attachments unless you recognize the source of this email and the content is safe.

Hi Edwin,

My name is Rajan. I'm one of the owners and on the strata council for 9211 Verona Garden. I was hoping to speak at the meeting. Would you be able to add me to the agenda?

Warm regards, Rajan Cheema

On Oct 23, 2023, at 5:30 PM, Wan Kit Francis Chan <chanwankitfrancis@yahoo.com.hk> wrote:

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Yours faithfully,

Francis Chan

RICHMOND OF DATE OCT 2 4 2023



То:	Richmond City Council	Date:	November 1, 2023
From:	Cecilia Achiam Chair, Development Permit Panel	File:	DP 19-870332
Re:	Development Permit Panel Meeting Held on January 27, 2021		

Staff Recommendation

That the recommendation of the Panel to authorize the issuance of a Development Permit (DP 19-870332) for the property at 7391 Moffatt Road, be endorsed and the Permit so issued.

Cecilia Achiam Chair, Development Permit Panel (604-276-4122)

Panel Report

The Development Permit Panel considered the following item at its meeting held on January 27, 2021.

<u>DP 19-870332 – MATTHEW CHENG ARCHITECT INC. – 7391 MOFFATT ROAD</u> (January 27, 2021)

The Panel considered a Development Permit (DP) application to permit the construction of six townhouse units on a site zoned "High Density Townhouses (RTH1)" with vehicle access from 7411 Moffatt Road. No variances included in the proposal.

The applicant and architect, Matthew Cheng, of Matthew Cheng Architect Inc., provided a brief visual presentation including:

- The front and rear units of the six-unit townhouse development are all three-storeys.
- There is a Statutory Right-of-Way (SRW) registered on the drive aisle on the adjacent property to the south at 7411 Moffatt Road to allow vehicle access to the subject site from Moffatt Road.
- Details regarding the maintenance agreement for the shared drive aisle are still being discussed by the owner of the proposed development and the Strata Council of 7411 Moffatt Road.
- Parking provided for the development meets the City's Zoning Bylaw requirements.
- One convertible unit is proposed for the development.
- The project will achieve BC Energy Code Step 3 and sustainability features include, among others, the use of air source heat pumps and installation of Class 2 electric vehicle (EV) charging for all indoor residential parking spaces.
- The quality of materials for the rear units are consistent with the front units.

Denitsa Dimitrova, PMG Landscape Architects, provided an overview of the landscaping for the project, noting that:

- a private yard is proposed for each unit
- a six-foot high wood perimeter fence provides privacy for adjacent developments
- a low transparent fence and landscaping are proposed along Moffatt Road
- no trees are proposed to be planted along the right-of-way (ROW) corridor along the west property line
- the outdoor amenity area includes, among others, a children's play area with play equipment.

In reply to queries from the Panel, Matthew Cheng and Denitsa Dimitrova acknowledged that (i) the outdoor amenity areas on the subject site and the adjacent development to the south will not be shared, (ii) a paved pathway is provided adjacent to the garbage and recycling area to allow the movement of bins to the drive aisle for pickup should the adjacent visitor parking area be occupied, (iii) the existing grade within the tree protection zone for the retained tree will be maintained and perimeter drainage will be provided, and (iv) wood chips are proposed for the children's play area surface and will be contained within the area.

Staff noted that (i) there is a Servicing Agreement associated with the project, including the provision of a new sidewalk and landscaped boulevard, (ii) access to the subject site is provided through the Statutory Right-of-Way registered on the drive aisle on the adjacent property to the south at 7411 Moffatt Road, (iii) the applicant is working with the adjacent development on a draft maintenance agreement on the shared driveway, (iv) one convertible unit is proposed, (iv) all units include aging-in-place features, (v) the proposed development will achieve BC Energy Step Code 3, (vi) Level 2 electric vehicle (EV) charging station will be provided for each garage, and (viii) permeable paving treatment is proposed for the entire drive aisle and visitor parking spaces.

In reply to queries from the Panel, Staff advised that (i) the proposed convertible unit includes an elevator to provide accessibility between Levels 1 and 2 and a stairlift to service Level 3, (ii) the washrooms on Level 3 of the convertible unit are not designed to be accessible, (iii) the subject site is within the City Centre Area, (iv) the proposed number of residential parking spaces to be provided for the project meets the City's Zoning Bylaw requirement, and (v) parking for the project has been reviewed and supported by the City's Transportation Department.

Correspondence regarding the application was submitted to the Panel by Zhi (George) Quai at 7411 Moffatt Road.

Staff noted concern was expressed with the draft maintenance agreement for the shared driveway access, shared outdoor amenity spaces, potential construction noise and impact of the proposed development on the existing visitor parking stall and garbage and recycling enclosure on their property.

In reply to the residents' concerns, Staff commented that (i) the existing visitor parking stall and the garbage and recycling enclosure on the adjacent development to the south will not be impacted by the proposed development and the shared driveway access, (ii) the use of outdoor amenity areas on the subject site and the adjacent development to the south will not be shared between the two developments due to lack of agreement, (iii) the applicant will be required to submit a Construction and Traffic Management Plan prior to Building Permit issuance that would address construction related concerns, including potential use of visitor parking stalls on the adjacent development to the south, and (iv) an acoustical report by a registered professional is required to be submitted by the applicant prior to Development Permit issuance to ensure that potential noise impacts of any equipment to adjacent developments will be addressed.

Discussion ensued regarding the lack of agreement between the owner of the subject property and the Strata Council of 7411 Moffatt Road regarding the maintenance of the shared driveway access.

In reply to a query from the Panel, Staff noted that the Statutory-Right-of-Way (SRW) registered on the drive aisle on 7411 Moffatt Road provides the legal basis for the shared use of the driveway access; however, staff would like to see the two parties agree on shared driveway maintenance prior to Development Permit issuance.

In reply to a query from the Panel, Matthew Cheng acknowledged that cost-sharing for the maintenance of the shared driveway access is still an outstanding issue.

In reply to a query from the Panel, Staff advised that in order for the application move forward to Council, the maintenance agreement on the shared driveway access would be considered a condition for Development Permit issuance; however, such maintenance agreement is not a formal Development Permit condition agreed to by the City and the applicant in the considerations letter.

The Panel then expressed support for the project, noting that (i) the design of the project fits well with its neighbourhood context, (ii) the applicant's efforts to retain and protect the existing tree is appreciated, and (iii) the provision of on-site parking meets the City's Zoning Bylaw requirement.

Subsequent to the meeting, the applicant has made every reasonable effort to negotiate a costsharing and maintenance agreement with the neighbouring strata council for the shared driveway, however an agreement has yet to be reached. The maintenance agreement is not a formal condition of DP issuance, and as such the issuance of the Permit may be considered by Council as the applicant has satisfied all DP conditions. The applicant has committed to continue to work with the neighbouring strata council to reach an agreement post DP issuance.

The Panel recommends the Permit be issued.